

DETROIT LAKES CITY COUNCIL

# REGULAR MEETING AGENDA

TUESDAY, MAY 12, 2015

The items on my desk as of Wednesday, May 6, 2015 to be presented for discussion and action at the regular meeting of the City Council on Tuesday May 12, 2015, at 5:00 P.M. in the Council Chambers of the City Administration Building, are as follows:

**1. Pledge of Allegiance**

2. Approval of the minutes of the Regular City Council Meeting held April 14, 2015 and the Special City Council Meeting held on April 28, 2015 copies of which are enclosed herewith

**3. Consent Agenda**

All items with an asterisk (\*\*) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event the item will be removed from the general order of business and considered separately in its normal sequence on the agenda

**4. Public Hearings/Comments and Information**

A. Volunteer Fire Department member Kyle Vogt will be sworn in at this time

B. Public Hearing for the purpose of abatement of nuisance created by multiple motor vehicles parked at the front and rear yard and running an automotive business in an "R-2" zone at 1118 Wilson Avenue, Lyle & Jason Kjonaas

1. Authorization to abate the nuisance at 1118 Wilson Avenue

**5. Community Development Committee (\*Imholte, Vacant, Sukke, Zeman/ Meets on (May 7, 2015 at 4:30 PM )**

A. Consideration to a Variance for a 40 foot setback from the ordinary high water mark and for 28% impervious surface coverage to allow a 8 X 25 foot addition and second story addition to a home at 1572 West Lake Drive (Resolution enclosed)

- B. Consideration to a resolution in the matter of setting a public hearing for the proposed vacation of Public Right of Way in Block 8 of Holmes Second Addition (Fairfield Inn) (Resolution enclosed)
  - C. Detroit Lakes Development Authority request for a transfer of 2.49 acres of City owned property to the Development Authority for economic development purposes (Memo enclosed)
  - D. \*\*49 Applications for building permits have been received in the estimated construction value of \$965,505.35 for April, 2015 (Report enclosed)
  - E. \*\*April nuisances report (Enclosed)
- 6. Public Works Committee** (\*Zeman, Imholte, Schurman, Waller/Meets on May 11, 2015 at 3:00 P.M.)
- A. City Engineer Jon Pratt will present a report on the road repair needed on Tower Road
  - B. Consideration to the request to purchase a pickup for the Public Works Park Department, budget item (Quotes enclosed)
  - C. Approval of the Lease Agreement between the City of Detroit Lakes and the Detroit Lakes Youth Hockey Association, Inc. for the 2015 Summer Youth Hockey program (Agreement enclosed)
  - D. Approval of the Snappy Park Field Use and Concession Stand Agreement between the City of Detroit Lakes and the DLCCC (Agreement enclosed)
  - E. Consideration to the request submitted by The Refuge to hold the Hope Fest Music Festival on June 19-20, 2015 on Tower Road, Detroit Lakes, MN (Event application enclosed)
  - F. Consideration to the request submitted by Officer Phillip Vaughn to hold the Special Olympics/Torch Run/Walk 5K at the City Park on June 16, 2015 (Event application enclosed)
  - G. Consideration to the request submitted by Lakes Area Young Life to hold a Young Life Triathlon, 5K and Kid's Fun Run on August 14-15, 2015 at the City Beach, Pavilion, West Lake Drive and North Shore Drive ( Event Application Enclosed)
  - H. Consideration to the request submitted by Cyndi Krogen and Daniel Flath to hold their wedding ceremony in front of the Pavilion on July 11, 2015 (Request enclosed)

- I. For Council's information: The City has received a thank you letter from the Boys & Girls Club of Detroit Lakes for helping with the 19<sup>th</sup> Annual Polar Fest Plunge Fundraiser (letter enclosed)
  - J. For Council information: The City has received \$12,906.09 from the Detroit Lakes Area Community Foundation in payment of the grant award for the Summer Rec Program Equipment Project
  - K. For Council information: Mike Humbeck, Street And Park Maintenance II employee has decided to retire June 30, 2015 after 36 years of service
  - L. \*\*Consideration to the issuance of a e permit submitted by VFW for the Memorial Day Parade at 10:00 A.M. on May 25, 2015 (Washington Square Mall parking lot down Lake Avenue to Frazee Street to Washington Avenue to the City Park)
  - M. \*\*Consideration to the issuance of a Transient Merchant's License for The Ice Cream Truck allowing them to sell ice-cream novelty treats from an ice-cream truck May-September, 2015 pursuant to their applications, surety bond and fees
  - N. \*\*Consideration to the approval of the following dock licenses:
    - Cole Hanson- 408 West Lake Drive- Private Dock
  - O. \*\*Project Status Report from City Engineer (Enclosed)
  - P. \*\*Animal Control Report (Enclosed)
- 7. Finance Committee** (\*Marks Erickson, Vacant, Sukke, Wenner/Meets on (Tuesday, May 12, 2015 at 3:30 P.M.)
- A. Amy with the Becker County Museum would like to appear before the Finance Committee to discuss the proposed museum
  - B. Consideration to the request for a donation for the 2015 Grad Bash Event (Request enclosed) (2014 Donations \$100 from the Public Utility Fund and \$150 from the Liquor Fund)
  - C. \*\*Acceptance of the Trial Balance (Enclosed)
  - D. \*\*Approval of payment of claims
- 8. Public Safety Committee** (\*Waller, Schiller, Wenner, Zeman (Meets on May 11, 2015 at 4:30 P.M.)
- A. \*\*Consideration to renewing the Fire Services Contract with Detroit, Erie and Lakeview Townships for the Detroit Lakes Fire Department to provide services for 2015, 2016 and 2017 (no changes to the contract)

- B. \*\*Consideration to the approval of the issuance of a Tobacco License to Derek Bitar, E-Cig Shop, located at 609 Washington Avenue (New application)
  - C. \*\*Approval of the Display Fireworks Application submitted by the Detroit Lakes Regional Chamber of Commerce for the 4<sup>th</sup> of July Fireworks Display at the City Beach.
  - D. \*\*Consideration to the appointment of Kyle Vogt to full membership in the Detroit Lakes Volunteer Fire Department effective May 7, 2015. Kyle has completed his one year probationary membership
  - E. \*\*Acceptance of the Police Department Report (Enclosed)
  - F. \*\*Acceptance of the Fire Chief's Report (Enclosed)
  - G. \*\*Acceptance of parking violations report showing that parking violations amounted to \$70.00 for April, 2015
  - H. \*\*The City has received \$8,644.18 that was collected by Becker County Court Administrator for March, 2015
- 9. Liquor/Gambling Control Committee (\*Wenner, Marks Erickson, Schiller, Schurman/ Meets on May 12, 2015 at 4:30 P.M.)**
- A. Consideration to the issuance of a noise variance permit submitted by Zorbaz of Detroit Lakes, Inc. to exceed the City's noise limits on the following dates: May 22, 23, 29, 30; June 5, 6, 12, 13, 19, 20, 26, 27; August 1, 7, 8, 14, 15, 21, 22, 28, 29 and September 4, 5, 2015 (pursuant to their application, and fee of \$1265.00- \$55 per day x 23 days)
  - B. \*\*Approve the issuance of special on-sale intoxicating liquor licenses to Bleachers Bar & Grill to sell and serve on-sale intoxicating liquor at:
    - May 16, 2015- Detroit Lakes Pavilion for the Jeff Vanderseek wedding
    - May 30, 2015-DLCCC, Carly Molberg/Nick Lenze wedding
    - June 20, 2015-DLCCC, David teeples/Britta Berg wedding
    - June 27, 2015-Pavilion, Erin Wiger/John Lubitz wedding
    - August 8, 2015-Pavilion-Todd Johnson wedding
    - August 15, 2015-DLCCC- Alex/Kaitlyn Spunk wedding
    - September 5, 2105- Pavilion Katy Ness/Andrew VanHavermaet wedding
  - C. \*\*Approval of the gambling application submitted by the Becker County Agricultural Society to conduct a raffle at the Becker County Fairgrounds on July 29-30, 2015
  - D. \*\* Approval of the gambling application submitted by the Marshmallow Foundation to hold a raffle at Zorbaz of Detroit Lakes at 402 West Lake Drive on August 28, 2015

E. \*\*Consideration to the request for approval of a License to Consume submitted by Ana Salinas/Lopez for an event held at the Pavilion on June 28, 2015.

F. \*\*Liquor Store Manager's Report (Enclosed)

**10. Public Utilities Commission** (\*Buboltz, Imholte, Nansen, Sinclair, Tucker/Meets on (Tuesday, May 12, 2015 at 7:30 A.M)

**11. City Administration Items**

A. Consideration to a resolution in the matter of adopting the practice of using an electronic records system for the City of Detroit Lakes (Resolution enclosed)

B. \*\*Approval of the following Licenses for one year:

**Fertilizer Licenses:**

4EVER Green Spraying, LLC

**Tobacco Licenses:**

Mellow Moods

Zorbaz of Detroit Lakes, Inc.

Big Daddy's Quick Stop

**Plumbing Licenses:**

Legacy Plumbing, LLC

Xtreme Plumbing

**12. Mayor's Agenda Items**

A. Consideration to designating the month of May, 2015 as a Poppy Month (Proclamation enclosed)

B. The term of Scott Mehlhaff on the Tourism Board expired on 3/31/2015, Mehlhaff has served 3 3year terms and is not able to be re-appointed. The Mayor is recommending Doug Anselmin, General Manager, Holiday Inn on the Lake, to be appointed.

**13. Items Not on the Agenda**

A. City Administrator

B. Citizens

C. Council Members

**14. Information and Announcements**

A. The Detroit Lakes Police Department will be hosting "Coffee with a Cop" meetings (Schedule enclosed)

B. Invitation to the 2015 ParkFest, Thursday May 14 at the Detroit Lakes City Park and Pavilion (Information enclosed)

Sincerely,

/s/ **ROBERT LOUISEAU**  
Robert Louiseau  
City Administrator

RL/gaf  
Enclosures