

Detroit Lakes, Minnesota

February 8, 2022

The regular meeting of the City Council was called to order in the Council Chambers at 5:00 PM, February 8, 2022; all members of the City Council having been notified of the meeting and the business to be transacted.

Present: Mayor Brenk; City Administrator Kelcey Klemm; City Clerk Glori French; City Finance Officer Heidi Tumberg; City Attorney Charlie Ramstad; Deputy Clerk Kari Tyson; City Engineer Jon Pratt; Public Utilities General Manager Vernell Roberts; Police Chief Steven Todd; Community Development Director Larry Remmen; Liquor Store Manager Randy Buhr; Public Works Director Shawn King; and Streets Superintendent John Cervantes

Aldermen Present: Bly, Boeke, Dallmann, Josephson, Marks-Erickson, Spry, Sukke, Wenner, and Zeman

Absent: None

There being no corrections to the minutes of the Regular City Council Meeting held January 11, 2022, a motion was made by Alderman Zeman, seconded by Alderman Bly, and carried, without a dissenting vote. Mayor Brenk declared the minutes would stand approved.

Pursuant to notice having been published in the official newspaper that the Council, at this present meeting will conduct a hearing to receive public comment on the proposed Street and Utility Improvements for the Campbell Ave and Linden Ln project. Mayor Brenk called the hearing to order at 5:07 PM.

City Engineer Jon Pratt presented the proposed improvements.

There being no further comments or questions, Mayor Brenk closed the Public Hearing at 5:20 PM.

Upon the recommendation of the Public Works Committee, a resolution was introduced and motioned for approval by Alderman Sukke, approving and adopting the Facility Plan for Street & utility Reconstruction relative to Campbell Ave and Linden Ln. The motion was seconded by Alderman Bly. The motion carried without dissenting vote and Mayor Brenk declared resolution 2022-0208A adopted.

Upon the recommendation of the Community Development Committee a motion was made by Alderman Josephson, to approve the second reading of Ordinance 487 amending the zoning ordinance of the City of Detroit Lakes relative to allowing industrial

uses as a Conditional Use on Lake 402 – Mud Lake and Lake 396 – Unnamed both Natural Environment Lakes. Alderman Wenner seconded the motion and carried without a dissenting vote. Mayor Brenk declared the Ordinance 487 approved and adopted.

Upon the recommendation of the Community Development Committee a motion was made by Alderman Josephson, to approve the summary of Ordinance 486 – Establishing an Art Council for publication purposes only. Alderman Zeman seconded the motion and carried without a dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Community Development Committee, a motion was made by Alderman Josephson to approve the first reading of Ordinance 488 rezoning from “B-3” Auto Oriented Business District to “LB” Lakefront Business District at 2359 Highway 10 West (Lakecrest Resort/AK Properties LLC). The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the first reading of Ordinance 488 approved.

Upon the recommendation of the Community Development Committee, a resolution was introduced by Alderman Josephson approving a Conditional Use Permit to convert a resort to a residential PUD (Planned Unit Development) at 2359 US Highway 10 West (AK Properties LLC). The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared resolution 2022-0208B approved.

Upon the recommendation of the Community Development Committee, a resolution was introduced by Alderman Josephson, approving the preliminary plat of Lakecrest Estates Common Interest Community at 2359 US Highway 10 West (AK Properties LLC). The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared resolution 2022-0208C approved.

Upon the recommendation of the Community Development Committee, a resolution was introduced by Alderman Josephson, approving a conditional use permit to allow a short-term rental of an entire three-bedroom home at 107 Shorewood Drive (Beau Properties II LLC/Mona Boehne). The motion was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared resolution 2022-0208D approved.

Upon the recommendation of the Community Development Committee, a resolution was introduced by Alderman Josephson, accepting petition and confirmation and ratifying proceedings related to the North Industrial Park Phase Three infrastructure improvement project. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared resolution 2022-0208E approved.

City Administrator Klemm reviewed the request to sell a portion of City Property located at parcel #49.7001.007.

Upon the recommendation of the Community Development Committee, a motion was made by Alderman Josephson to approve the sale of the property. The motion was

seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve a Cooperative Agreement with Becker County for the West Lake Drive Project. The motion was seconded by Alderman Bly and was carried without dissenting vote. Mayor Brenk declared the agreement approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the first reading of Ordinance 489 amending City Code Section 204 Administration and Section 802 Parking Regulations. The motion was seconded by Alderman Zeman and carried with one dissenting vote by Alderman Boeke. Mayor Brenk declared the first reading of Ordinance 489 approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve a Purchase Agreement with Becker County for the sale of land on North Tower Rd. The motion was seconded by Alderman Bly and was carried without dissenting vote. Mayor Brenk declared the agreement approved.

Upon the recommendation of the Public Works Committee, a resolution was introduced by Alderman Sukke approving addendum no. 2 to the PER for Long Pine Estates Phase 3 and setting a public hearing for March 8, 2022, at 5:00 PM. The motion was seconded by Alderman Zeman and was carried without dissenting vote. Mayor Brenk declared resolution 2022-0208F.

Upon the recommendation of the Public Works Committee, a resolution was introduced by Alderman Sukke approving plans and authorizing advertisement for bids for the proposed DLCCC/Museum Parking Lot improvements. The motion was seconded by Alderman Zeman and was carried without dissenting vote. Mayor Brenk declared resolution 2022-0208G.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to accept quotes for a tree inventory and award the contract to Rehder Forestry. The motion was seconded by Alderman Bly and was carried without dissenting vote. Mayor Brenk declared the motion approved.

City Engineer Jon Pratt gave his monthly Engineers Report.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to accept the Engineers Report. The motion was seconded by Alderman Zeman and was carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Zeman to approve the Special Event Application for the Ultra Snowmobile Vintage Rally and Swap on February 19, at the City Beach. The motion was seconded by

Alderman Sukke and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Zeman to approve the Special Event Application for the Carpenters Classic Disc Golf Tournament on April 16th, at the City Park. The motion was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Zeman to approve the Special Event Application for the Area Job Fair on April 27th, at the City Park. The motion was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Zeman to approve the Special Event Application for the Street Faire at the Lakes 2022 on Friday and Saturday, June 3rd and 4th, on Washington Avenue. The motion was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Zeman and seconded by Alderman Spry to accept the Detroit Lakes Community & Cultural Center Annual (DLCCC) Financial Statements and the Independent Accountant's Audit Report for Year Ending August 31, 2021. The motion was carried without a dissenting vote. Mayor Brenk declared the motion approved.

Sam Rufer of the Detroit Country Club was present to present the 2022 Budget and Fee Schedule for the Country Club.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Zeman and seconded by Alderman Bly approving the 2022 Budget and Fee Schedule for the Detroit Country Club. The motion was carried without a dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Zeman and seconded by Alderman Bly declining to participate in Tax Abatement for the Becker County Transit Building. The motion was carried without a dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Zeman and seconded by Alderman Sukke, authorizing the City Administrator Kelcey Klemm to attend the 2022 MCMA Annual Conference, May 4-6, 2022 in Nisswa MN. The motion was carried without a dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Zeman, and seconded by Alderman Sukke, that the trial balance and monthly financial reports, submitted by Finance Officer Heidi Tumberg, showing a balance in the City treasury to be in the amount of \$23,409,864.97 as of January 31, 2022, be accepted, approved, and placed on file. Mayor Brenk declared the financial reports approved.

Upon the recommendation of the Finance Committee, a resolution was introduced by Alderman Zeman, who moved its adoption, approving the payment of claims paid by proper authorization covering the period of January 1, 2022, through January 31, 2022, in the amount of \$4,067,192.45. The motion for the adoption of the resolution was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared Resolution 2022-0208H adopted.

Upon the recommendation of the Public Safety Committee a motion was made by Alderman Wenner, approving the purchase of a new chassis for a Fire Engine. The motion was seconded by Alderman Zeman and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the requirement of State Statute 626.8473 Subd. 2 A local law enforcement agency must provide an opportunity for public comment before it purchases or implements a portable recording system. At a minimum, the agency must accept public comments submitted electronically or by mail, and the governing body with jurisdiction over the budget of the law enforcement agency must provide an opportunity for public comment at a regularly scheduled meeting.

Mayor Brenk asked if there were any comments from the public or council. There being no comments, the meeting proceeded.

Upon the recommendation of the Public Safety Committee a motion was made by Alderman Zeman, approving the quote for the purchase of 2 new squad cars (budgeted item). The motion was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Public Safety Committee, a resolution was introduced by Alderman Zeman, who moved its adoption, approving the Joint Powers Agreements with the State of MN for the use of the State Criminal Justice Data Network. The motion for the adoption of the resolution was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared Resolution 2022-0208I adopted.

Alderman Boeke stated discussion regarding liquor consumption in and at City Parks & Park Shelters took place during the Liquor and Gambling Committee meeting. No further action at this time.

Upon the recommendation of the Liquor and Gambling Committee a motion was made by Alderman Boeke and seconded by Alderman Dallman, to approve the request

from Downtown Alive to sponsor the downtown floral baskets for 2022 in the amount of 3,000.

Alderman Zeman stated that he believed the flower baskets added a lot to the City, and was worried about the increase in the price of flowers and plants this summer.

Alderman Zeman made a motion to amend the motion and make the sponsorship \$4,000. The motion was seconded by Alderman Dallman and carried without dissenting vote.

The motion was carried without dissenting vote. Mayor Brenk declared the motion the \$4,000 sponsorship approved.

Upon the recommendation of the Liquor and Gambling Committee a motion was made by Alderman Zeman, to approve the issuance of a 2022 Annual Special Event Liquor Application for the Holiday Inn. The motion was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Liquor and Gambling Committee a motion was made by Alderman Zeman, to approve the issuance of a Gambling Permit Application for The Marshmallow Animal Shelter for Friday, February 25th, 2022. The motion was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Liquor and Gambling Committee a motion was made by Alderman Zeman, to approve the issuance of a Gambling Permit Application for Patriot Assistance Dogs for Wednesday, March 16, 2022. The motion was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the City Administrator, a motion was made by Alderman Zeman, to approve the Airport Rescue Grant Agreement to receive a \$32,000 grant from the FAA. The motion was seconded by Alderman Josephson and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the City Administrator, a motion was made by Alderman Zeman and seconded by Alderman Sukke to approve approving the following licenses

1) Excavator

Feldt Plumbing & Excavating

Taves Construction Inc

Boit Excavating

Westlund Excavating

Minnesota Energy Resources

Rhino Contracting

2) Plumbing

Lakes Area Plumbing & Heating
 Wokasch Plumbing
 Green's Plumbing & Heating

3) Rental

John Jordan	309 Sherman St
Tyge, Jason	318 Elizabeth St
Grindall, Gary/Tanya	819 1/2 Washington Ave
Wheeler, Suzanne/Larry	1038 West Lake Drive
Bentley, Gregory	1103 Wilson Ave
Bentley, Gregory	1136 Jackson Ave
Bentley, Gregory	708 Holmes St W
Bentley, Gregory	814 West Ave
Eikren, Sallie N	303 Willow St W
Beachfront Enterprises Llc	1301 Minnesota Ave
Beachfront Enterprises Llc	1301 Summit Ave
Beachfront Enterprises Llc	1307 Minnesota Ave
Beachfront Enterprises Llc	1332 Lake Ave
Jackson Apartments	1210 Jackson Ave
Lakeview Apartments	1333 Madison Ave
Long Bridge Of Detroit Lks In (House)	2000 Long Bridge Rd
Lundmark, Eric	1239 Madison Ave #395
Lundmark, Eric	905 Washington Ave
River Place Apartments	1215 Long Ave
Brummund, Wade	401 Bowling Ave
Brummund, Wade	615 Bowling Ave
Clear Creek Estates, Llc	1869 Longview Dr
Tovson, Jerry	321 Union St W
Hoas, Jacqueline	1328 Lake Ave
Miller, Jesse/Bridget	1312 Lake Ave
Lawrence, Ronald	1220 8 th St SE Lot 11

4) Massage Therapist

Rachel Landquist
 Dana Eberhardt

The motion was carried without dissenting vote, and Mayor Brenk declared the licenses approved.

A motion was made by Alderman Zeman, seconded by Alderman Sukke to accept the January Code Compliance Report, January Variance/Conditional Use Permit Status Report, the January building permits in the amount of \$256,752, the January Animal Control Report, the January Police Chief's Report, the January Fire Chief's Report, the January Parking Violations Monthly Report of \$95, the December Becker County Court

Report of \$3,697.22, and the January Liquor Store Manager's Report be approved and placed on file. The motion was carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of Mayor Brenk, a motion was made by Alderman Sukke, seconded by Alderman Spry, and carried without dissenting vote to approve the appointment of Liz Foster-Anderson on the Planning Commission. Mayor Brenk declared the motion approved.

Upon the recommendation of Mayor Brenk, a motion was made by Alderman Bly, seconded by Alderman Sukke, and carried without dissenting vote to approve the appointment of Jesse Krueger on the Tourism Bureau to fill the vacated seat of Amy Wolf. Mayor Brenk declared the motion approved.

Upon the recommendation of Mayor Brenk, a motion was made by Alderman Zeman, seconded by Alderman Sukke, and carried without dissenting vote to approve the appointment of the Art Council:

The appointments of Sharon Sinclair, Amy Stearns, and Patty LaBarre for a one-year term on the Art Council, expiring on February 28, 2023.

The appointments of Claire Danner, Nancy Haggart, and Becky Mitchell for a two-year term on the Art Council, expiring on February 28, 2024.

The appointments of Chris Henwood, Karen Skoyles, and Wendy Spry for a three-year term on the Art Council, expiring on February 28, 2025

Mayor Brenk declared the motion approved.

Mayor Brenk announced the Becker County Assessor has notified the City that the Board of Review for the 2022 Assessments will be held in the Council Chambers on April 26, 2022, meeting at 9:30 AM.

Mayor Brenk announced the 2022 Joint Governance Meeting Dates

April 5, 2022 – DL Chamber

July 5, 2022 – DL Schools

October 4, 2022 – Becker County

Mayor Brenk announced the 2022 Council Meeting Dates

March 8, 2022

April 12, 2022

May 10, 2022

June 14, 2022

July 12, 2022

August 8, 2022 **Monday (Elections)

September 13, 2022

October 11, 2022

November 7, 2022 **Monday (Elections)

December 13, 2022

Alderman Zeman reminded everyone to enjoy the Polar Fest and Ice Palace activities the rest of the month.

Alderman Boeke thanked the Public Works Department for all their hard work clearing streets and hauling snow. Alderman Boeke also thanked Public Utilities for their work with the construction of the Ice Palace.

There being no further business to conduct, by general consent, Mayor Brenk adjourned the meeting at 5:55 PM.

Respectfully submitted,
Kari Tyson, Deputy Clerk