

Detroit Lakes, Minnesota

March 8, 2022

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

Present: Vice Mayor Zeman; City Administrator Kelcey Klemm; 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; Public Works Director Shawn King; and Fire Chief Ryan Swanson

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

Absent: Mayor Brenk; Aldermen Boeke and Spry

There being no corrections to the minutes of the Regular City Council Meeting held February 8, 2022, a motion was made by Alderman Sukke, seconded by Alderman Bly, and carried, without a dissenting vote. Vice Mayor Zeman 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 Long Pine Estates – Phase 3. Vice Mayor Zeman called the hearing to order at 5:25 PM.

City Engineer Jon Pratt presented the proposed improvements.

There being no further comments or questions, Vice Mayor Zeman closed the Public Hearing at 5:32 PM.

Upon the recommendation of the Public Works Committee, a resolution was introduced and motioned for approval by Alderman Sukke, ordering the preparation of plans and specifications for the Street and Utility Improvements for Long Pine Estates – Phase 3. The motion was seconded by Alderman Bly. The motion carried without dissenting vote and Vice Mayor Zeman declared resolution 2022-0308A adopted.

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 changes of the Ward Boundaries. Vice Mayor Zeman called the hearing to order at 5:33 PM.

Community Development Director Larry Remmen presented the changes.

There being no further comments or questions, Vice Mayor Zeman closed the Public Hearing at 5:35 PM.

Upon the recommendation of the Community Development Committee, a motion was made by Alderman Sukke, approving the first reading of Ordinance 490, amending City Code Section 212 Ward and Precinct Boundaries. The motion was seconded by Alderman Bly. The motion carried without dissenting vote and Vice Mayor Zeman declared the first reading of Ordinance 490 approved.

Upon the recommendation of the Community Development Committee, a resolution was introduced and motioned for approval by Alderman Sukke, designating the polling locations for 2022. The motion was seconded by Alderman Bly. The motion carried without dissenting vote and Vice Mayor Zeman declared resolution 2022-0308B adopted.

Upon the recommendation of the Community Development Committee a motion was made by Alderman Josephson, to approve the second 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). Alderman Wenner seconded the motion and carried without a dissenting vote. Vice Mayor Zeman declared the Ordinance 488 approved and adopted.

Upon the recommendation of the Community Development Committee, a resolution was introduced by Alderman Josephson supporting housing and local decision-making authority.

City Administrator Kelcey Klemm stated there is a proposed statute at the State level that would take local housing decision-making authority away from local governments and place it on the State level.

The motion was seconded by Alderman Wenner and carried without dissenting vote. Vice Mayor Zeman declared resolution 2022-0308C approved.

Upon the recommendation of the Community Development Committee, a resolution was introduced by Alderman Josephson, approving the preliminary plat for Long Pine Estates Third Addition at 1884 and 1885 Longview Drive (RCH Custom Homes). The motion was seconded by Alderman Wenner and carried without dissenting vote. Vice Mayor Zeman declared resolution 2022-0308D approved.

Upon the recommendation of the Community Development Committee, a resolution was introduced by Alderman Wenner, approving a variance to not require four (4) additional parking spaces to expand a marina from 36 slips to 50 slips at 2000 Long Bridge Road (Hanson Properties of Long Bridge LLC).

Community Development Director Larry Remmen presented the requested change in slips, stating the actual requested increase is technically a decrease from what is currently on the property. So even though there is a request for an additional 14 slips, it is actually going to be a decrease of 10 slips.

Alderman Wenner stated that the Planning Commission recommended approving the variance, so that the impervious surface area would remain the same, and since there will be less slips, there should be less parking pressure.

Alderman Josephson spoke about his concerns regarding the impact this area has on the adjacent neighborhood with people parking on the side of Shorewood Drive and the pedestrian safety. Alderman Josephson believes the time is now to make this area safer for drivers and pedestrians.

Aldermen Bly and Dallmann both spoke supporting the resolution.

The motion was seconded by Alderman Marks Erickson and carried with a dissenting vote by Alderman Josephson. Vice Mayor Zeman declared resolution 2022-0308E approved.

Upon the recommendation of the Community Development Committee, a resolution was introduced by Alderman Josephson, approving a variance to allow a 71-foot, a 58-foot, and a 50-foot setback from the Ordinary High-Water Mark to allow additions to a home at 611 North Shore Drive (Tanner and Stephanie Goodrich). The motion was seconded by Alderman Wenner.

Alderman Josephson made a motion to amend his motion to allow the existing shed to remain on the property as the variance as proposed would require its removal.

Alderman Dallmann asked Mrs. Goodrich if they wanted the shed to stay, and the consensus was that if it could the property owner would like it to stay.

Alderman Dallmann seconded the amended motion. Vice Mayor Zeman called for a vote, the vote failed.

Vice Mayor Zeman called for a vote on the original motion, and it carried without dissenting vote. Vice Mayor Zeman declared resolution 2022-0308F approved.

City Administrator Klemm provided an update on the new Public Works Facility.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the Architect Agreement for the new Public Works Facility. The motion was seconded by Alderman Bly and carried without dissenting vote. Vice Mayor Zeman declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the second reading and adoption of Ordinance 489 amending City Code Section 204 Administration and Section 802 Parking Regulations. The motion was seconded by Alderman Bly and carried without dissenting vote. Vice Mayor Zeman declared Ordinance 489 adopted.

Upon the recommendation of the Public Works Committee, a resolution was introduced by Alderman Sukke approving the submission of a grant application for an All-Inclusive Docking System.

Public Works Director Shawn King stated the dock would include a ramp for wheelchairs to load into a pontoon or a kayak. The docking system also would include an accessible swim area.

The motion was seconded by Alderman Bly and was carried without dissenting vote. Vice Mayor Zeman declared resolution 2022-0308G.

Alderman Sukke stated discussion took place regarding a request from MNDNR for the installation of a Passive Integrated Transponder on City Property to track the movement of Lake Sturgeon. No further action at this time.

Upon the recommendation of the Public Works Committee, a resolution was introduced by Alderman Sukke approving Plans and Specifications and ordering advertisement for bids for the West Lake Drive – Phase 2 (CSAH 6 to Pelican River). The motion was seconded by Alderman Bly and was carried without dissenting vote. Vice Mayor Zeman declared resolution 2022-0308H.

City Engineer Jon Pratt gave his monthly Engineers Report.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Marks Erickson approving the Final Payment Request for Long Pine Estates Phase 2 for Feldt Plumbing. The motion was seconded by Alderman Josephson and was carried without dissenting vote. Vice Mayor Zeman declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Marks Erickson approving the Final Payment Request for South Washington Avenue for C&L Excavating. The motion was seconded by Alderman Josephson and was carried without dissenting vote. Vice Mayor Zeman declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Marks Erickson authorizing Public Works Director Shawn King and Street Supervisor John Cervantes to attend the Pavement Preservation for HMA Pavements in Brainerd on April 7, 2022. The motion was seconded by Alderman Josephson and was carried without dissenting vote. Vice Mayor Zeman declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Marks Erickson to approve the Special Event Application for the Detroit Lakes Regional Chamber of Commerce to host Art in the Park Sunday, July 24, 2022, from 9am to 4pm in the City Park. The motion was seconded by Alderman Josephson and carried without dissenting vote. Vice Mayor Zeman declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Marks Erickson to approve the Special Event Application for the Detroit Lakes Regional Chamber of Commerce to host Cruise DL Night on second Wednesday of June, July, August, and September 2022 on West Lake Drive from 4pm to 8:30pm. The motion was seconded by Alderman Josephson and carried without dissenting vote. Vice Mayor Zeman declared the motion approved.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Marks Erickson to approve the Special Event Application for Leighton Broadcasting to host Detroit Lakes Craft Beer Tour on August 20, 2022 at Washington Ballpark from 1pm to 5pm. The motion was seconded by Alderman Josephson and carried without dissenting vote. Vice Mayor Zeman declared the motion approved.

Vice Mayor Zeman thanked the Public Works Department for all the help preparing sites and streets for Polar Fest Activities throughout the month of February.

City Administrator Kelcey Klemm presented the Detroit Mountain proposed project, including the request for support for submission of a Legacy Grant Funding opportunity, as well as a request for \$200,000 from the Food and Beverage Tax Fund for parking lot improvements.

Upon the recommendation of the Finance Committee, a resolution was introduced by Alderman Bly, authorizing the application of Legacy Grant funding for the Detroit Mountain Recreation Area and approving the Memorandum Agreement which includes approval of the use of \$200,000 for parking lot improvements. The motion was seconded by Alderman Sukke and carried without a dissenting vote. Vice Mayor Zeman declared the motion and resolution 2022-0308I approved.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Bly and seconded by Alderman Josephson denying the request from Patriot Assistance Dogs. The motion was carried without a dissenting vote. Vice Mayor Zeman declared the request denied.

Upon the recommendation of the Finance Committee, a resolution was introduced by Alderman Bly, who moved its adoption, electing the standard allowance available under the revenue loss provision of the Coronavirus Local Fiscal Recovery Fund established under the American Rescue Plan Act. The motion for the adoption of the resolution was seconded by Alderman Josephson and carried without dissenting vote. Vice Mayor Zeman declared Resolution 2022-0308J adopted.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Bly and seconded by Alderman Josephson approving the amended Sponsorship Agreement with Essentia Health for the Kent Freeman Arena. The motion was carried without a dissenting vote. Vice Mayor Zeman declared the motion approved.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Bly and seconded by Alderman Josephson, authorizing the purchase of a Large Format Flatbed Scanner from Marco Technologies for \$5,944.72. The motion was carried without a dissenting vote. Vice Mayor Zeman declared the motion approved.

City Administrator Kelcey Klemm presented an update on the Facility Plans.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Bly and seconded by Alderman Josephson, approving a 2022 Lodging Tax/Tourism Budget Revision. The motion was carried without a dissenting vote. Vice Mayor Zeman declared the motion approved.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Marks Erickson and seconded by Alderman Josephson, authorizing the City Administrator Kelcey Klemm to attend the 2022 LMC Annual Conference June 22-24, 2022 in Duluth MN. The motion was carried without a dissenting vote. Vice Mayor Zeman declared the motion approved.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Marks Erickson, and seconded by Alderman Josephson, 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 \$20,749,349.10 as of February 28, 2022, be accepted, approved, and placed on file. Vice Mayor Zeman declared the financial reports approved.

Upon the recommendation of the Finance Committee, a resolution was introduced by Alderman Marks Erickson, who moved its adoption, approving the payment of claims paid by proper authorization covering the period of February 1, 2022, through February 28, 2022, in the amount of \$4,717,634.44. The motion for the adoption of the resolution was seconded by Alderman Sukke and carried without dissenting vote. Vice Mayor Zeman declared Resolution 2022-0308K adopted.

Upon the recommendation of the Liquor and Gambling Committee a motion was made by Alderman Marks Erickson, to approve the issuance of a Gambling Permit Application amending a gambling permit application submitted by the Pine to Prairie Pheasants Forever Chapter to move the already approved permit for a raffle from February 18, 2022 to March 18, 2022 at the Holiday Inn, 1155 Hwy 10 E. The motion was seconded by Alderman Josephson and carried without dissenting vote. Vice Mayor Zeman declared the motion approved.

Upon the recommendation of the Liquor and Gambling Committee a motion was made by Alderman Marks Erickson, to approve the issuance of a Gambling Permit Application for The Lake Area Gobblers Chapter of the National Wild Turkey Federation (NWTF) for Friday, April 8, 2022 at the Holiday Inn, 1155 Hwy 10 E. The motion was seconded by Alderman Josephson and carried without dissenting vote. Vice Mayor Zeman declared the motion approved.

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

**1) Fireworks**

Phantom Fireworks – Menards  
TNT Fireworks - Walmart

**2) Solid Waste**

Landmark Companies

**3) Plumbing**

Mission Mechanical Inc  
Wade’s Plumbing LLC

**4) Rental**

HENRIKSON, LOLITA	1144 WOODROW AVE
J. RICHARD ALSOP	1162 SOUTH SHORE
DRIVE	
MOEN, DAN	415 STATE ST E
LEITHEISER, STEPHEN	1304 CORBETT RD
WALTER ENTERPRISES LLC	1110 WOODROW AVE
LARSON, DREW	150 SHOREWOOD DR
TA ENTERPRISES	1208 ROSSMAN AVE
M & M PRIME PROPERTIES	222 WASHINGTON AVE
817 INVESTMENTS	817 WASHINGTON AVE
KBAM, LLC	1324 CORBETT RD
ARENS, KATHRYN	1100 WOODROW AVE
ALICIA BOWERS	918 WASHINGTON AVE

**5) Massage Therapist**

Josie Sherman

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

Vice Mayor Zeman spoke about topics that were discussed at the GCMC Legislative Action Day at the Capital and recommended Council Members keep an eye on them, especially LGA Funding.

A motion was made by Alderman Marks Erickson, seconded by Alderman Josephson to accept the February Code Compliance Report, February Variance/Conditional Use Permit Status Report, the February building permits in the amount of \$3,060,915, the February Animal Control Report, the February Police Chief's Report, the February Fire Chief's Report, the February Parking Violations Monthly Report of \$25, the January Becker County Court Report of \$4,140.78, and the February Liquor Store Manager's Report be approved and placed on file. The motion was carried without dissenting vote. Vice Mayor Zeman declared the motion approved.

Vice Mayor Zeman 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.

Vice Mayor Zeman announced the 2022 Joint Governance Meeting Dates

April 5, 2022 – DL Chamber

July 5, 2022 – DL Schools

October 4, 2022 – Becker County

Vice Mayor Zeman announced the 2022 Council Meeting Dates

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 Josephson encouraged Council Members to think about making the Long Bridge Area safer for everyone.

There being no further business to conduct, by general consent, Vice Mayor Zeman adjourned the meeting at 6:12 PM.

Respectfully submitted,  
Kari Tyson, Deputy Clerk