

Detroit Lakes, Minnesota

April 12, 2022

The regular meeting of the City Council was called to order in the Council Chambers at 5:00 PM, April 12, 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; Public Works Director Shawn King; Liquor Store Manager Randy Buhr; and Street Supervisor John Cervantes

Aldermen Present: Bly, Dallmann, Josephson, Spry, Sukke, Wenner, and Zeman

Absent: Aldermen Boeke and Marks-Erickson

There being no corrections to the minutes of the Regular City Council Meeting held March 8, 2022 and the Special City Council Meeting held March 24, 2022, a motion was made by Alderman Sukke, seconded by Alderman Zeman, and carried, without a dissenting vote. Mayor Brenk declared the minutes would stand approved.

Police Officer Collin Ginnaty was sworn in by Mayor Brenk.

Upon the recommendation of the Public Works Committee, a resolution was introduced by Alderman Wenner, declaring the position of the part-time Police Officer Collin Ginnaty meets all the PERA membership requirements. The motion was seconded by Alderman Sukke. The motion carried without dissenting vote and Mayor Brenk declared resolution 2022-0412A 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 granting of an on-sale intoxicating liquor license and Sunday liquor license to Roasted Pub & Eatery LLC, for the period of April 13, 2022, to December 31, 2022. Mayor Brenk called the hearing to order at 5:10 PM.

There being no comments or questions, Mayor Brenk closed the Public Hearing at 5:11 PM.

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Zeman, granting an on-sale intoxicating liquor license and Sunday liquor license to Roasted Pub & Eatery LLC, dba Roasted pursuant to their application and fees.

The motion was seconded by Alderman Spry. The motion carried without dissenting vote and Mayor Brenk declared the licenses 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 granting of a Brewer's Taproom License, a Brewer Off-Sale License, and a Sunday Liquor License to FV Enterprises LLC, for the period of April 13, 2022, to December 31, 2022. Mayor Brenk called the hearing to order at 5:05 PM.

There being no comments or questions, Mayor Brenk closed the Public Hearing at 5:07 PM.

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Spry, granting a Brewer's Taproom License, a Brewer Off-Sale License, and a Sunday Liquor License to FV Enterprises LLC, dba Bucks Mill Brewing pursuant to their application and fees. The motion was seconded by Alderman Bly. The motion carried without dissenting vote and Mayor Brenk declared the licenses approved.

Upon the recommendation of the Community Development Committee, a resolution was introduced by Alderman Josephson, approving a variance to allow a 15-foot setback from the road right of way to construct a 12 x 12 shed at 1209 West Lake Drive (James Benedict). The motion was seconded by Alderman Wenner and carried without dissenting vote. Mayor Brenk declared resolution 2022-0412B 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 four (4) bedroom home at 1038 West Lake Drive (Larry and Suzanne Wheeler). The motion was seconded by Alderman Wenner and carried without a dissenting vote. Mayor Brenk declared resolution 2022-0412C approved.

Upon the recommendation of the Community Development Committee, a resolution was introduced by Alderman Josephson, approving the final plat of Common Interest Community Number 99 Lakecrest Estates. The motion was seconded by Alderman Wenner and carried without a dissenting vote. Mayor Brenk declared resolution 2022-0412D approved.

Alderman Sukke let the Council know discussion that discussion about the DLYHA and Summer Ice Contracts occurred at the Public Works Committee Meeting. No action at this time.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the Detroit Lakes Rotary Soccer Field Complex Agreement.

Alderman Zeman expressed concern with the costs of maintenance that the City has for the complex and believes that the naming rights should be associated with organizations who contribute to the success of the 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 Sukke to approve the Snappy Park Field Use and Concession Stand Agreement. The motion was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared the motion approved.

The Summary of Ordinance 489 was tabled to a future meeting.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Bly approving the purchase of cameras for South Shore Park in the amount of \$16,205 (Budgeted item in 2023). 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 Bly approving the purchase of “On Guard: Access Control System” for the Pavilion for \$5,960.00 (None budgeted item). 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 resolution was introduced by Alderman Bly approving plans and specifications and ordering advertisement for bids for the West Lake Drive – Phase 1 (Legion Rd to CSAH 6) Street and Utility Improvement Project. The motion was seconded by Alderman Sukke and was carried without dissenting vote. Mayor Brenk declared resolution 2022-0412E adopted.

Upon the recommendation of the Public Works Committee, a resolution was introduced by Alderman Bly setting an improvement hearing for the Campbell Ave and Linden Lane Street and Utility Reconstruction Project for May 10, 2022, at 5pm.

Alderman Zeman asked if there will be assistance funding from the State or Federal Offices. Finance Officer Heidi Tumberg stated an application for PFA Funding has been submitted.

The motion was seconded by Alderman Sukke and was carried without dissenting vote. Mayor Brenk declared resolution 2022-0412F adopted.

Upon the recommendation of the Public Works Committee, a resolution was introduced by Alderman Bly authorizing the preparation of a Preliminary Engineering Report for Summit Ave (Holmes St. to Hwy 10). The motion was seconded by Alderman

Sukke and was carried without dissenting vote. Mayor Brenk declared resolution 2022-0412G adopted.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Bly approving the City Engineer monthly Engineers Report. The motion was seconded by Alderman Sukke 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 accepting the quotes for bituminous construction and repair in 2022 and awarding the contract to Taves Construction. The motion was seconded by Alderman Josephson 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 accepting the quotes for concrete construction and repair in 2022 and awarding the contract to Classic Concrete Contractors for \$135,370. The motion was seconded by Alderman Josephson and was carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Public Works Committee, a resolution was introduced by Alderman Zeman accepting a report and setting a public hearing on the improvements of concrete curb, gutter, approaches, and sidewalks for May 10, 2022. The motion was seconded by Alderman Josephson and was carried without dissenting vote. Mayor Brenk declared resolution 2022-0412H adopted.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Zeman authorizing the requesting of quotes for the 2022-2023 Diseased Tree Removal according to the specifications as laid out by the City. The motion was seconded by Alderman Josephson 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 issuance of a transient merchant's license for Chris Hemmah dba The Ice Cream Truck allowing them to sell ice cream products from a mobile food truck April 13, 2022, through September 30, 2022, pursuant to their application, surety bond and fees. The motion was seconded by Alderman Josephson 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 American Heart Association to host the Detroit Lakes Heart Walk on Thursday, August 18, 2022, from 5 PM to 7 PM. The motion was seconded by Alderman Josephson and carried without dissenting vote. Mayor Brenk declared the motion approved.

Finance Officer Heidi Tumberg gave an update on the ARPA Funds.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Zeman, accepting the bids for the DLCCC/Museum Parking Lot, and awarding the contract to Hough Inc for \$582,087.36. The motion was seconded by Alderman Josephson and 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 approving additional funding for the DLCCC/Museum Parking Lot Improvements.

Alderman Dallmann expressed concern with the additional expenses of \$37,000 from the City and wanted to know what Becker County has into the project and why the City has to keep putting money into it.

City Administrator Kelcey Klemm stated Becker County has a lot of funding into the project, and the City is assisting to finish the project because it is our parking lot.

The motion was carried with one dissenting vote by Alderman Dallmann. Mayor Brenk declared the motion approved.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Zeman, approving funding for the Airport Parking Lot and Fueling System Improvements.

City Administrator Kelcey Klemm appeared before the Council to give some background on the project. Klemm also stated that depending on funding, the City and County local share may vary.

The motion was seconded by Alderman Spry and 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, to approve the purchase of a Server Upgrade in the amount of \$67,239 (Budgeted Item – Over Budget). The motion was seconded by Alderman Josephson and 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 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 \$19,813,498.56 as of March 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 March 1, 2022, through March 31, 2022, in

the amount of \$4,094,523.26. The motion for the adoption of the resolution was seconded by Alderman Josephson and carried without dissenting vote. Mayor Brenk declared Resolution 2022-0412I adopted.

Upon the recommendation of the Liquor and Gambling Committee a motion was made by Alderman Zeman, to approve the issuance of a Temporary On-Sale Intoxicating License for the Jaycees at the Detroit Lakes Armory on April 30, 2022, pursuant to their application and fees. The motion was seconded by Alderman Josephson 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 Temporary On-Sale Intoxicating License for the Detroit Lakes Shrine Color & Color Guard at the Detroit Lakes Shrine Club on May 13, 2022, and at the Pavilion on May 14, 2022, pursuant to their application and fees. The motion was seconded by Alderman Josephson 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 Special On-Sale Intoxicating License for the Holiday Inn at the Arena from May 21 to May 20, 2022, pursuant to their application and fees. The motion was seconded by Alderman Josephson 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 Permit to Consume License for Bonnie Kosten and Michael Moeller at the Pavilion on June 4, 2022, pursuant to their application and fees. The motion was seconded by Alderman Josephson 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 Permit to Consume License for Ron Halland at the Pavilion on June 25, 2022, pursuant to their application and fees. The motion was seconded by Alderman Josephson 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 Permit to Consume License for Dario Diaz at the Pavilion on September 4, 2022, pursuant to their application and fees. The motion was seconded by Alderman Josephson 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 Permit to Consume License for Shaina Mckelvey at the Pavilion on September 24, 2022, pursuant to their application and fees. The motion was seconded by Alderman Josephson 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 for Holy Rosary Catholic Church for their raffle and paddlewheels on April 29, 2022, at Holy Rosary Catholic Church, 1043 Lake Ave. The motion was seconded by Alderman Josephson 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 for Detroit Lakes Jaycees for their bingo and on April 30, 2022, at Detroit Lakes Armory, 1220 Rossman Ave. The motion was seconded by Alderman Josephson 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 for the Marshmallow Animal Shelter for their raffle on May 7, 2022, at Holiday Inn, 1155 Hwy 10 E. The motion was seconded by Alderman Josephson 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 for Patriot Assistance Dogs for their raffle and on May 31, 2022, at Lucky Dog Boarding & Training, 1478 Mallard St. The motion was seconded by Alderman Josephson 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 for Lakes Crisis & Resource Center for their raffle on June 30, 2022, at Lakes Crisis & Resource Center, 1339 Pelican Ln. The motion was seconded by Alderman Josephson 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 for the Detroit Lakes Noon Rotary for their raffle on September 29, 2022, at the Holiday Inn, 1155 Hwy 10 E. The motion was seconded by Alderman Josephson and carried without dissenting vote. Mayor Brenk declared the motion approved.

Upon the recommendation of the Finance Committee, a resolution was introduced by Alderman Zeman, who moved its adoption, approving a Grant Agreement with MNDOT for the Airport Rescue Grant Funds. The motion for the adoption of the resolution was seconded by Alderman Sukke and carried without dissenting vote. Mayor Brenk declared Resolution 2022-0412J adopted.

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

- 1) **Plumbing License**
Maloney's Plumbing Inc

- 2) **Excavator**
Consolidated Communications

- 3) **Fireworks**
TNT Fireworks – Walmart

- 4) **Fertilizer**
Team Laboratory Chemical

- 5) **Rental**

Swenson, Aaron	412 James ST
Swenson, Aaron	816 Oak Grove Ave
TWS Properties Inc	512 Bowling Ave
Scallon, Justin	1468 Michigan Ave
Scallon, Justin	1470 Michigan Ave
Goetsch, Kimberly	1136 Cleveland Ave
PJ's Properties - Rentals LLC	222 Lake Ave

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

Mayor Brenk proclaimed April 29, 2022, as Arbor Day in Detroit Lakes.

Mayor Brenk proclaimed April 29, 2022, as May 5, 2022, as Day of Prayer in Detroit Lakes

Mayor Brenk proclaimed April 29, 2022, as May 6, 2022, as Childcare Provider Appreciation Day in Detroit Lakes

A motion was made by Alderman Zeman to accept the March Code Compliance Report, March Variance/Conditional Use Permit Status Report, the March building permits in the amount of \$1,583,495, the March Animal Control Report, the March Police Chief's Report, the March Fire Chief's Report, the March Parking Violations Monthly Report of \$165, the February Becker County Court Report of \$7,466.49, and the March Liquor Store Manager's Report be approved and placed on file. The motion was seconded by Alderman Josephson and carried without dissenting vote. 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

July 5, 2022 – DL Schools

October 4, 2022 – Becker County

Mayor Brenk announced the 2022 Council Meeting Dates

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

City Administrator Kelcey Klemm let the Council know the Detroit Lakes/Becker County Airport received the Minnesota Council of Airports' Key Intermediate General Aviation Airport Project of the Year 2021 Award.

City Administrator Kelcey Klemm let the Council know a group will be going down to the Capital to speak with Senator Bakk about the Washington Ballfield Project on Wednesday April 13.

There being no further business to conduct, by general consent, Mayor Brenk adjourned the meeting at 5:53 PM.

Respectfully submitted,
Kari Tyson, Deputy Clerk