

City Council Minutes
Regular Meeting

Detroit Lakes, Minnesota
June 14, 2022

CALL TO ORDER

The regular meeting of the City Council was called to order in the Council Chambers at 5:00 PM, June 14, 2022; all members of the City Council having been notified of the meeting and the business to be transacted.

ROLL CALL

Council Present: Mayor Matt Brenk
Alderman Boeke
Alderman Dallmann
Alderman Josephson
Alderman Marks-Erickson
Alderman Spry
Alderman Sukke
Alderman Wenner
Alderman Zeman

Council Absent: Alderman Bly

Staff Present: City Administrator Kelcey Klemm
City Clerk Glori French
City Finance Officer Heidi Tumberg
Deputy Clerk Kari Tyson
City Attorney Charlie Ramstad
City Engineer Jon Pratt
Community Development Director Larry Remmen
Public Works Director Shawn King
Public Utilities General Manager Vernell Roberts
Liquor Store Manager Randy Buhr
Fire Chief Ryan Swanson
Police Chief Steve Todd
Admin Intern Wyatt Christanson

**APPROVAL OF
MINUTES**

There being no corrections to the minutes of the Regular City Council Meeting held May 10, 2022, and the Special City Council Meeting held June 7, 2022, a motion was made by Alderman Sukke, seconded by Alderman Boeke, and carried, without a dissenting vote. Mayor Brenk declared the minutes would stand approved.

FIREMAN OATH

Mayor Brenk swore in Firefighter Nate Marx.

**WEST CENTRAL
INITIATIVE**

Rebecca Lynn Peterson from West Central Initiative appeared before the Council giving their 2022 Update.

**CONDITIONAL
USE 1210 LAKE
AVE**

Upon the recommendation of the Planning Commission, a resolution was introduced by Alderman Josephson, approving a conditional use permit to allow a short-term rental of an entire two-bedroom home at 1210 Lake Avenue (CMP

Properties, LLC). The motion was seconded by Alderman Wenner and carried without dissenting vote. Mayor Brenk declared resolution 2022-0614A approved.

**CONDITIONAL
USE 1139 SUMMIT
AVE**

Upon the recommendation of the Planning Commission, 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 1139 Summit Avenue (James Belden). The motion was seconded by Alderman Wenner and carried without dissenting vote. Mayor Brenk declared resolution 2022-0614B approved.

**CONDITIONAL
USE 921 8TH ST SE**

Upon the recommendation of the Planning Commission, a resolution was introduced by Alderman Josephson, approving a conditional use permit to allow the operation of a State licensed substance use disorder treatment facility serving up to 28 individuals including a 2,200 square foot building addition at 921 8th Street SE (the Refuge of Detroit Lakes). The motion was seconded by Alderman Wenner and carried without dissenting vote. Mayor Brenk declared resolution 2022-0614C approved.

**DMRA LAND
DONATION**

Upon the recommendation of the Planning Commission, a resolution was introduced by Alderman Josephson, accepting a donation of a 13.07-acre tract of land for the Detroit Mountain Recreation Area (Mark and Cindy Fritz). The motion was seconded by Alderman Wenner and carried without dissenting vote. Mayor Brenk declared resolution 2022-0614D approved.

**GREATER MN
LEGACY GRANT**

Upon the recommendation of the Planning Commission, a resolution was introduced by Alderman Josephson, approving a Greater Minnesota Legacy Grant application to Greater Minnesota Regional Park and Trails Commission and Minnesota Department of natural Resources for the Detroit Mountain Recreation Area project. The motion was seconded by Alderman Wenner and carried without dissenting vote. Mayor Brenk declared resolution 2022-0614E approved.

**MN FLYERS
REQUEST**

Leesa Lindgaard of the MN Flyers Gymnastics appeared before the Council to present their proposed expansion project.

Lindgaard stated the reason for the expansion is because they don't have enough space to fill the needs of the community. They host multiple different classes each year and they have a large waiting list due to their limited space capacity.

Alderman Zeman asked if they could partner with the DLCCC to assist in space needs.

Lindgaard said they could, but the DLCCC doesn't have the equipment, so they would have to purchase it. She believed the correct thing to do is to add space to their already existing building.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke and seconded by Alderman Marks Erickson to authorize the City Engineer to do some preliminary design options for the parking lot. The motion carried without dissenting vote. Mayor Brenk declared the motion approved.

**SPORTS ARENA
COMMISSION
UPDATE**

Chad Carlbloom of the Sports Arena Commission appeared before the Council to give a Commission update.

Carlbloom spoke about the conceptual concept of renovations and expansion of the Kent Freeman Arena.

Carlbloom stated that in December he appeared before the Council to speak about the idea of an expansion off the front. This has since changed, and the Sports Arena Commission has been/will be discussing other options that would make more sense for the community.

Alderman Zeman stated his concerns regarding funding for a project and sustainability of hockey programs.

Alderman Boeke stated that the funding had been looked at in combination with the possibility of a local sales tax once the Police Department is taken care of.

Carlbloom stated that he will be back with more updates in the future.

**LONG BRIDGE
PARKING**

Alderman Sukke stated that discussion regarding parking by Long Bridge happened at the Public Works Committee, but there is no further action at this time.

**LONG PINE
ESTATES BIDS**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke and seconded by Alderman Marks Erickson to accept the bids for Long Pine Estates Phase 3 and awarding the contract to RL Larson Excavating Inc for \$1,293,557.24, contingent upon receiving a signed Development Agreement with the Developer. The motion carried without dissenting vote. Mayor Brenk declared the bids accepted and the contract awarded.

**ENGINEER
REPORT**

City Engineer Jon Pratt presented his monthly engineers' report.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke, seconded by Alderman Spry and carried without dissenting vote accepting the City Engineer's Monthly Project Status Report. Mayor Brenk declared the motion approved.

**2020
INTERNATIONAL
2X4 TRUCK**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke and seconded by Alderman Boeke to approve the purchase of 2020 International 2 x 4 Truck for \$74,542.00 (2021 Budgeted Item). The motion carried without dissenting vote. Mayor Brenk declared the motion approved.

**MILE RUN
SPECIAL EVENT
APPLICATION**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the Special Event Application for the DLCCC Mile Run on July 14, 2022 down Washington Ave. The motion was seconded by Alderman Zeman and carried without dissenting vote. Mayor Brenk declared the motion approved.

**VFW SPECIAL
EVENT
APPLICATION**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the Special Event Application for the VFW Post 1676 for Bingo and Food Truck from May 1, through October 31, 2022. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**DL CHAMBER
SPECIAL EVENT
APPLICATION**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the Special Event Application for the Detroit Lakes Regional Chamber of Commerce for the 4th of July Fireworks on July 4, 2022. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**24-HOUR
WORSHIP
SPECIAL EVENT
APPLICATION**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the Special Event Application for the Awakening the Dawn & True Life Assembly of God for the 24 hours of Worship on July 23-24, 2022. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**FIRE
DEPARTMENT
SPECIAL EVENT
APPLICATION**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the Special Event Application for the Detroit Lakes Fire Department for the Fire Department Street Dance on August 12, 2022. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**YOUNG LIFE
TRIATHLON
SPECIAL EVENT
APPLICATION**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the Special Event Application for the Lakes Area Young Life for the Young Life Triathlon on August 20, 2022. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**ZORBAZ BEER
RUN SPECIAL
EVENT
APPLICATION**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the Special Event Application for Go Far Events for the Zorbaz Beer Run on September 3, 2022. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**DICK BEARDSLEY
SPECIAL EVENT
APPLICATION**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve the Special Event Application for Ventures Endurance LLC for the Dick Beardsley Races on September 10, 2022. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**TRANSIENT
MERCHANT
LICENSE –
MONTE
MCDUGALL**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve a Transient Merchant License for Monte McDougall from June 4th through November 4th, 2022. Pursuant to their application and fees. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**TRANSIENT
MERCHANT
LICENSE –
JOHNNY’S**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve a Transient Merchant License for Johnny’s Food Truck, allowing them to sell food products from a mobile food unit from June 1 through November 1, 2022, pursuant to their application, surety bond and fees. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**TRANSIENT
MERCHANT
LICENSE – DL
DINNER & LUNCH**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve a Transient Merchant License for Brad Schjervheim DBA Detroit Lakes Diner & Lunch, allowing them to sell food products from a mobile food unit from June 1 through November 1, 2022, pursuant to their application, surety bond and fees. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**TRANSIENT
MERCHANT
LICENSE –
SCHWAN’S**

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Sukke to approve a Transient Merchant License for Cygnus Home Service LLC DBA Schwan’s Home Service, allowing them to sell food products from a mobile unit from July 1 through December 31, 2022, pursuant to their application, surety bond and fees. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**2021 AUDIT
REPORT**

Tracee Bruggeman with Brady Martz & Associates, PC and Finance Officer Heidi Tumberg presented the 2021 Audit to the Council.

Upon the recommendation of the Finance Committee, a motion was made by Alderman Zeman to accept the 2021 Audit Report. The motion was seconded by Alderman Spry and carried without dissenting vote. Mayor Brenk declared the Audit Report accepted.

**FOOD PANTRY
UPDATE**

Alderman Zeman provided an update on the Becker County Food Pantry project.

Upon the recommendation of the Finance Committee, a resolution was introduced by Alderman Zeman accepting a memo for the Preliminary Engineering Report and setting a public hearing for street and utility reconstruction for Terry Street on July 12, 2022 at 5pm. The motion was seconded by Alderman Marks Erickson and carried without dissenting vote. Mayor Brenk declared resolution 2022-0614F approved.

**SOUTH SHORE
PARK
DONATIONS**

Upon the recommendation of the Finance Committee, a resolution was introduced by Alderman Zeman accepting the donations for South Shore Park. The motion was seconded by Alderman Josephson and carried without dissenting vote. Mayor Brenk declared resolution 2022-0614G approved.

FINANCIALS

Upon the recommendation of the Finance Committee, a motion was made by Alderman Sukke, and seconded by Alderman Boeke, 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 \$18,022,905.31 as of May 31, 2022, be accepted, approved, and placed on file. Mayor Brenk declared the financial reports approved.

PAYMENT OF CLAIMS

Upon the recommendation of the Finance Committee, a resolution was introduced by Alderman Sukke, who moved its adoption, approving the payment of claims paid by proper authorization covering the period of May 1, 2022, through May 31, 2022, in the amount of \$3,756,864.00. The motion for the adoption of the resolution was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared Resolution 2022-0614H adopted.

BODY CAMERAS

Alderman Wenner let the Council know that discussion took place at the Public Safety Committee meeting regarding the purchase of Body Cameras. No further action at this time.

FIREWORKS LICENSE – DL CHAMBER

A motion was made by Alderman Sukke to approve a Fireworks Display License for the Detroit Lakes Chamber of Commerce for their Fireworks event on July 4, 2022. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

CAPITAL IMPROVEMENTS

Alderman Boeke stated that discussion occurred at the Liquor and Gambling Committee meeting about Capital Improvement Projects at the Liquor Store. No further action at this time.

FUND TRANSFER

Upon the recommendation of the Liquor and Gambling Committee, a resolution was introduced by Alderman Boeke approving the fund transfer and closing of the Sesquicentennial Fund. The motion was seconded by Alderman Marks Erickson and carried without dissenting vote. Mayor Brenk declared resolution 2022-0614I approved.

SPONSORSHIP REQUEST – 4TH OF JULY FIREWORKS

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Boeke to approve a sponsorship for the Detroit Lakes Chamber of Commerce for their Fireworks event on July 4, 2022 in the amount of \$3,000. The motion was seconded by Alderman Spry and carried without dissenting vote. Mayor Brenk declared the motion approved.

SPONSORSHIP REQUEST – INTREPID FILM FESTIVAL

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Boeke to approve a sponsorship for the Intrepid Film Festival on July 29, 2022, in the amount of \$1,000. The motion was seconded by Alderman Marks Erickson and carried without dissenting vote. Mayor Brenk declared the motion approved.

TEMPORARY EXPANSION PERMIT – SAPPHIRE

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Boeke to approve a temporary expansion permit for Sapphire Sushi, Hibachi, & American Cuisine. The motion was seconded by Alderman Spry and carried without dissenting vote. Mayor Brenk declared the motion approved.

PERMIT TO CONSUME – SHERYL DECONCINI

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Sukke to approve a Permit to Consume for Sheryl Deconcini at the Pavilion on July 25, 2022. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**PERMIT TO
CONSUME –
TIFFANY MILLER**

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Sukke to approve a Permit to Consume for Tiffany Miller at Long Lake Park on August 20, 2022. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**SPECIAL ON-
SALE - SANDBAR**

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Sukke to approve a Special On-Sale License to the Sandbar on June 18, 2022, at the Pavilion for a wedding. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**TEMPORARY ON-
SALE – DL
JAYCEES**

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Sukke to approve a Temporary On-Sale License to the Detroit Lakes Jaycees on August 20, 2022, at the Washington Ballpark. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**GAMBLING
PERMIT –
BECKER COUNTY
AG SOCIETY**

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Sukke to approve a gambling permit for Becker County Ag Society for their Raffle July 26-30, 2022, at the Becker County Fair, 1310 Rossman Ave. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**GAMBLING
PERMIT – DL
STRIKERS
SOCCER CLUB**

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Sukke to approve a gambling permit for Detroit Lakes Strikers Soccer Club for their Raffle on September 27, 2022, at the Holmes Theatre, 826 Summit Ave. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**PERMIT TO
CONSUME –
NOON ROTARY**

Upon the recommendation of the Liquor and Gambling Committee, a motion was made by Alderman Sukke to approve a Permit to Consume for Noon Rotary for their Trucks and Tunes Events on June 16 and 30; July 14 and 28; August 18; and September 1, 2022, in the City Park. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

**BIDS FOR
UNDERGROUND
ELECTRIC ON
WEST LAKE
DRIVE**

Upon the recommendation of the Public Utilities Commission, a motion was made by Alderman Sukke to accept the bids for the installation of underground electrical on West Lake Dr Phase 1 and awarding the contract to Castrejon Incorporated. The motion was seconded by Alderman Zeman and carried without dissenting vote. Mayor Brenk declared the motion approved.

**BUSINESS
LICENSES**

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

- 1) Fertilizer
R&S Lawn Care

- 2) Excavator
Matson of Minnesota Inc
- 3) Massage Therapist
Christine Hanson
Michael Shirley
- 4) Yard Waste
Rus Phinney Lawn Care
R-U Ready Lawn Care
Brent Beck Painting
Daniel Derouin
- 5) Plumbing
Manning Mechanical, Inc
Custom Design Plumbing LLC
- 6) Taxi License
Charles Hermanson
- 7) Rental
Brickhouse Investments 1110 West Lake Drive
Kastle Ranch 316 Woodcrest Blvd

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

DEPARTMENT REPORTS

A motion was made by Alderman Sukke to accept the May Variance/Conditional Use Permit Status Report, the May building permits in the amount of \$16,997,750, the May Animal Control Report, the May Police Chief’s Report, the May Fire Chief’s Report, the May Parking Violations Monthly Report of \$145, the April Becker County Court Report of \$4,788.87, and the May Liquor Store Manager’s Report be approved and placed on file. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

PLANNING COMMISSION APPOINTMENT

A motion was made by Alderman Sukke to appoint Tyler Swenson to the Planning Commission to fulfil Marcus Lachner’s seat term expires December 31, 2023. The motion was seconded by Alderman Boeke and carried without dissenting vote. Mayor Brenk declared the motion approved.

SPORTS ARENA COMMISSION APPOINTMENT

A motion was made by Alderman Boeke to appoint Judd Syverson to the Sports Arena Commission to fill the seat of resigned Shiloh Wahl which expires on December 31, 2024. The motion was seconded by Alderman Zeman and carried without dissenting vote. Mayor Brenk declared the motion approved.

ANNOUNCEMENT

Mayor Brenk announced their will be a Special City Council Meeting on June 21, 2022 starting at 12:00 PM.

Mayor Brenk announced the 2022 Joint Governance Meeting Dates

July 6, 2022 – DL Schools
October 4, 2022 – Becker County

Mayor Brenk announced the 2022 Council Meeting Dates

July 12, 2022

August 8, 2022 **Monday (Elections)

September 13, 2022

October 11, 2022

November 7, 2022 **Monday (Elections)

December 13, 2022

Alderman Sukke announced she will not be re-running for Alderman At Large in November.

Alderman Boeke thanked the City Staff for all their work

Alderman Zeman thanked the Fire Department and the Police Department with all the calls lately.

Alderman Zeman announced the Housing Authority has extra vouchers to assist those in need with rent.

ADJOURNMENT

There being no further business to conduct, by general consent, Mayor Brenk adjourned the meeting at 6:43 PM.

Respectfully submitted,
Kari Tyson, Deputy Clerk