

Lakeland Shores City Council Meeting  
June 6, 2019, 6:30 p.m.  
Lake St. Croix Beach City Hall



- 1) Regular Council Meeting
  - Call to Order
  - Roll Call
  - Pledge of Allegiance
  - Adopt Agenda
  
- 2) Consent Agenda (Items may be pulled for discussion and/or separate action)
  - A) Approve April 4, 2019 City Council Meeting Minutes
  - B) Approve Monthly Claims
  
- 3) Public Comments
  
- 4) Unfinished and New Business
  - A) Consideration of 2019 Rejuvenator Project Bid
  - B) Consideration of 2019 Street Patching Bid
  - C) Consideration of Resolution No. 2019-06 , Approving State of Minnesota Joint Powers Agreement on Behalf of Police Department and Attorney
  
- 5) Council and Staff Reports
  - A) Staff Updates
    - i. City Engineer
    - ii. City Clerk
  
  - B) Mayor and Council Reports
    - i. Council Member Kopesky
    - ii. Council Member Schroeder
    - iii. Council Member Wilson (Council and Fire Department)
  
- 6) Adjourn

# Lakeland Shores City Council Meeting Minutes | 2019

## April 4

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### Regular City Council Meeting

**Lakeland Shores City Council Meeting Call to Order:** Mayor Brian Zeller opened the April 4, 2019 City Council meeting at 6:30 p.m.

**Council Present:** Mayor Brian Zeller, Council Member John Bischoff, Council Member Tim Schroeder and Council Member Tom Wilson

**Council Absent:** Council Member Randy Kopesky

**Staff Present:** Interim City Clerk

The Pledge of Allegiance was said.

**Review and Approve Meeting Agenda:** Council Member Bischoff made a motion to approve the agenda, as presented. Council Member Wilson seconded the motion. Motion carried 4-0. Agenda approved as presented.

**Review and Approve Consent Agenda** (Items may be pulled for discussion or separate action):

- A) Approve February 7, 2019 City Council Meeting Minutes
- B) Approve Monthly Claims

**Council Member Wilson made a motion to approve Consent Agenda as presented. Council Member Schroeder seconded the motion. Motion carried 4-0. Consent Agenda approved as amended.**

### Public Comments

No one was present for public comments.

### Unfinished and New Business:

**Consideration of Resolution No. 2019-05, Resolution Requesting Comprehensive Road and Transit Funding** – Staff advised the League is urging City Councils to adopt a resolution call for the Legislature to pass and the Governor to sign a permanent increase in dedicated funding for state and local road, bridge and transit systems in Minnesota.

**Mayor Zeller moved to adopt Resolution No. 2019-05, as presented. Council Member Wilson seconded the motion. A roll call vote was taken and motion carried 4-0. Resolution No. 2019 – 05 was approved.**

**Consideration of Joint Clean Up Day** – Council Member Wilson outlined the plan for a joint cleanup day with the City of Lake St. Croix Beach and Lakeland scheduled for Saturday, May 4, 2019.

# Lakeland Shores City Council Meeting Minutes | 2019

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Mayor Zeller stated he appreciated the fact that the two cities are will to include Lakeland Shores. He spoke with Maroney's and due to the size of the City's population; the fee is being reduced to \$600.00, with Lakeland residents being charged \$20 per car and \$25 per trailer. Some items will not be accepted at all and there may be an additional City fee of not more than a couple hundred dollars. Volunteers from the City will help keep costs down and he encouraged Council Members to attend and help out.

**Council Member Wilson moved to accept the offer of a joint cleanup day with the Cities of Lakeland and Lake St. Croix Beach at a charge from Maroney's of \$600. Council Member Schroeder seconded the motion. Motion carried 4-0. The Joint Cleanup day was approved.**

**Cooperative Agreement for Pavement Rehabilitation and Drainage Improvements, St. Mary's Point and City of Lakeland** – Council Member Bischoff referred to an executed agreement for the pavement rehabilitation project that allows the City of St. Mary's Point to take the lead. Bids for the project should be back for approval at the June meeting.

**Council Member Wilson moved to approve the Cooperative Agreement for Pavement Rehabilitation and Drainage Improvements, as presented. Council Member Bischoff seconded the motion. Motion carried 4-0. The Cooperative Agreement was approved.**

### Council and Staff Reports:

**City Engineer** – Council Member Bischoff advised the 4<sup>th</sup> Street Mill & Overlay joint project is a month behind due to the incimate weather. The area had 40 inches of snow in three and half weeks and the plowing bill was very reasonable. A few complaints did come in and there was a very short supply of salt and putting sand down alone is not advised.

**City Clerk/Zoning Administrator Report** – The Interim City Clerk updated the Council on the City's dog tags and Recycling Grant program.

### **Mayor and Council Reports:**

**Mayor Zeller** – Mayor Zeller suggested the joint workshop with the City of Lakeland relating to the water services be delayed for a while.

**Council Member Schroeder** – Council Member Schroeder made an inquiry regarding a Comcast escrow and right of way permit.

**Council Member Bischoff** – Council Member Bischoff stated He has a discussion with Lakeland Public Works regarding the maintenance of the center medians. He has requested an estimated projection of costs and would like to send a letter formally requesting that information.

# Lakeland Shores City Council Meeting Minutes | 2019

## April 4

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Mayor Zeller added the City should have a say in those project costs. The City of Lakeland did an excellent job last year but he was not prepared for a \$1700 bill and that was not budgeted for. He suggested the letter include a request for a meeting as well and an outlined plan including costs for 2020.

**Council Member Wilson** – Council Member Wilson stated the Fire Department budget is done with a 2.4% increase but it has not yet been approved. A new on duty vehicle is coming and any recycling inquiries should be directed through the City office.

**Adjourn:** Mayor Zeller made a motion to adjourn the meeting. Council Member Wilson seconded the motion; Motion carried 4-0. Mayor Zeller adjourned the meeting at 7:10 p.m.

City Council of Lakeland Shores

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Brian Zeller, Mayor

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Interim City Clerk

**City of Lakeland Shores**  
**Disbursement Detail - Claims to be Approved**  
**May 1 through May 31, 2019**

<b>Checks Numbered</b>		<b>Description</b>	<b>Amount</b>	
<b>From</b>	<b>To</b>			
<b>EFT</b>	4071	4075	AT & T, US Bank Visa, MN PERA, Xcel Energy	\$ 336.54
<b>Payroll</b>	6559	6562	Council Payroll MAY 2019	\$ 654.84
<b>Vendor Checks</b>	6563	6569	Vender Check Payments**	\$ 3,505.10
<b>Total Claims to Be Approved</b>				<b>\$ 4,496.48</b>

\*\*Attached Copy of Invoice for check listed below:

	<u>Check Amounts</u>
Check 6566 Maroney's Sanitation Inc - Spring Clean-up	\$ 600.00
Check 6567 S.E.H. - Engineering Services through 4/19	\$ 779.53

Prepared by Judy Tetzlaff, Treasurer

Fund Name: All Funds

Date Range: 05/01/2019 To 05/31/2019

Date	Vendor	Check #	Description	Void	Account Name	FA-O-P	Total
05/31/2019	AT & T Mobility (EFT)	4071	Inv#287268193497X05152018 Cell Phone	N	General Management	100-41901-321-	\$ 61.40
<b>Total For Check</b>							<b>61.40</b>
05/31/2019	Xcel Energy - EFT	4072	Acct # 51-6971717-9 Street Lighting - 16695 N 3rd St #636754074	N	Street Lighting	100-43160-381-	\$ 80.14
<b>Total For Check</b>							<b>80.14</b>
05/31/2019	MN PERA - EFT	4073	PERA - Mar 2018 Not in CTAS	N	Mayor/Council	100-41101-121-	\$ 35.00
<b>Total For Check</b>							<b>35.00</b>
05/31/2019	MN PERA - EFT	4074	PERA - May 2019	N	Mayor/Council	100-41101-121-	\$ 35.00
<b>Total For Check</b>							<b>70.00</b>
05/31/2019	US Bank Credit Card - EFT	4075	Inv#05022019 Post Office Stamps	N	General Management	100-41901-208-	\$ 55.00
<b>Total For Check</b>							<b>55.00</b>
05/31/2019	Payroll Period Ending 05/31/2019	6559	May 2019 Payroll	N	Mayor/Council	100-41101-106-	\$ 163.71
<b>Total For Check</b>							<b>163.71</b>
05/31/2019	Payroll Period Ending 05/31/2019	6560	May 2019 Payroll	N	Mayor/Council	100-41101-106-	\$ 163.71
<b>Total For Check</b>							<b>163.71</b>
05/31/2019	Payroll Period Ending 05/31/2019	6561	May 2019 Payroll	N	Mayor/Council	100-41101-106-	\$ 163.71
<b>Total For Check</b>							<b>163.71</b>
05/31/2019	Payroll Period Ending 05/31/2019	6562	May 2019 Payroll	N	Mayor/Council	100-41101-106-	\$ 163.71
<b>Total For Check</b>							<b>163.71</b>
05/31/2019	Cowboys N Clowns	6563	City Clerk Services - May 2019	N	Clerk	100-41425-310-	\$ 1,000.00
<b>Total For Check</b>							<b>1,000.00</b>
05/31/2019	City of Lake St Croix Beach	6564	Inv# Jun 2019 - RENTAL OF CITY HALL & CABINET RENTAL	N	General Management	100-41901-412-	\$ 125.00

Fund Name: All Funds

Date Range: 05/01/2019 To 05/31/2019

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		<b>Total For Check</b>					<b>125.00</b>
05/31/2019	City of St Mary's Point	6565	Recycling Services - May 2019 & Apr 2019 Increase	N	Recycling	100-43241-405-	\$ 495.82
		<b>Total For Check</b>					<b>495.82</b>
05/31/2019	Maroney's Sanitation Inc	6566	Spring Clean-up	N	Other/City Clean up	100-43242-405-	\$ 600.00
		<b>Total For Check</b>					<b>600.00</b>
05/31/2019	Short-Elliott-Hendrickson Inc	6567	Inv #367364 2019 Street Improvement & Pavement Rejuvenator proj - Apr 2019	N	Engineering Services	100-43101-310-	\$ 190.38
		6567				407-43101-310-301	\$ 589.15
		<b>Total For Check</b>					<b>779.53</b>
05/31/2019	Stenslund Inspections	6568	Inv - April 2019 Bldg Mechanical Pmnt LS19-01	N	Building Inspections	100-42408-310-	\$ 104.75
		<b>Total For Check</b>					<b>104.75</b>
05/31/2019	Judy A Tetzlaff	6569	Treasurer Services - May 2019	N	Treasurer	100-41510-310-	\$ 400.00
		<b>Total For Check</b>					<b>400.00</b>
		<b>Total For Selected Checks</b>					<b>4,496.48</b>

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**MARONEY'S SANITATION, INC.**  
 PO BOX 2190  
 STILLWATER, MN 55062

5/5/2019 18915 0000782135 **\$600.00**

CITY OF LAKELAND SHORES  
 P.O. BOX 246  
 LAKELAND, MN 55343

**MARONEY'S SANITATION, INC.**  
 PO BOX 2190  
 STILLWATER, MN 55062

MESSAGE

Page 1 of 1

**Reminder: we will be closed 5/27/19 Memorial Day, Mon-Fri will be delayed 1 day.**

DATE	DESCRIPTION	REFERENCE	QUANTITY	TOTAL
	Balance forward			\$1,000.00
	Payments :			\$0.00
	adjustments			\$0.00
	invoices :			\$1,000.00
	(0/0/0)			
05/19	Extra:	025055	1.00	\$414.54
	SPRING CLEANUP DAY 8AM-12PM			
05/20	9.75% Minnesota State Fee			\$40.41
05/20	35% County Environment Charge			\$145.00
		SITE TOTAL		\$594.95

**INVOICE TOTAL: \$600.00**

CURRENT	AMOUNT 31-60	AMOUNT 61-90	AMOUNT OVER 90	PLEASE PAY THIS AMOUNT
\$600.00	\$0.00	\$0.00	\$0.00	<b>\$600.00</b>



# Invoice

#227

Invoice Number: 367364

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055



**BILL TO:**

Accounts Payable  
City of Lakeland Shores  
PO Box 246  
Lakeland Shores MN 55043

**Pay This Amount \$779.53**  
Due Date 07-JUN-19  
Invoice Date 08-MAY-19  
Bill Through Date 27-APR-19  
Terms 30 NET  
SEH Customer Acct # 1384  
Customer Project #  
Agreement / PO # 145435

**REMIT PAYMENT TO:**

Short Elliott Hendrickson, Inc.  
NW6262  
PO Box 1450  
Minneapolis, MN 55485-6262

Project Manager John Parotti  
jparotti@sehinc.com  
715.246.9906  
Client Service Manager John Parotti  
jparotti@sehinc.com  
715.246.9906  
Accounting Representative Janelle Stephens  
jstephens@sehinc.com  
715.246.9906

Project # 145435      Project Name LAKSH LS City Eng Svcs      Project Description Lakeland Shores City Engineering Services

**Notes:**

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**Task: 5007 - Pavement Rejuvenator Project**

**Direct**

Personnel	Hours	Amount
Senior Project Manager	1.00	\$190.38
	<b>1.00</b>	<b>\$190.38</b>

**Task: 5007 Total: \$190.38**

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**Task: 5019 - 2019 Pavement Rehabilitation Project**

*Gen Eng*

**Direct**

Personnel	Hours	Amount
Survey Crew Chief	0.50	\$56.32
Senior Project Manager	2.25	\$428.33
Senior Admin Assistant	0.85	\$99.86
	<b>3.60</b>	<b>\$584.51</b>

**Reimbursed - Expenses**

Expenditure Type	Amount
Mileage	\$4.64

*389*  
*407 STREETS*



# Invoice

Invoice Number: 367364

Short Elliott Hendrickson, Inc. FEIN: 41-1251208 | 651.490.2000 | 800.325.2055

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## Task: 5019 - 2019 Pavement Rehabilitation Project

### Reimbursed - Expenses

Expenditure Type

Amount

\$4.64

Task: 5019 Total: \$589.15

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Invoice total

\$779.53

# Corrective Asphalt Materials

Mailing Address:  
PO Box 87129  
300 Daniel Boone Trail  
South Roxana, IL 62087  
Phone: 618-254-3855  
Fax: 618-254-2200

Locations:  
300 Daniel Boone Trail, South Roxana, IL 62087  
43W630 Wheeler Road, Sugar Grove, IL 60554

April 23, 2019

John Parotti, PE (MN, WI)  
Associate, Senior Project Manager  
RE: Lakeland Shores, MN  
612.284.1530 direct (MN)

Dear Mr. Parotti PE,

Corrective Asphalt Materials, LLC (CAM, LLC) thanks you for the opportunity to bid the city of Lakeland Shores, MN's Asphalt Rejuvenator Project. Please accept the following as our formal proposal to apply Reclamite Maltene Based Rejuvenating Agent to the attached street list. Quote is based on mobilization price with at least (3) three municipalities scheduled to be completed during the same general timeframe proposed by CAM, LLC. Please note that pricing for projects under 10,000 SY may be subject to larger price fluctuations from year to year.

- Apply Reclamite to 996 SY of Asphalt Road Ways
  - **Total: 996 @ \$1.05/sq yd = \$1,045.80**

#### **CAM's Responsibilities:**

- Furnish and apply Reclamite
- Furnish and apply limestone screenings
- Post Sweeping of limestone screenings
- Traffic Control and signage
- Resident Notifications to be mailed to residents
- Attend to any issues that may arise from work

#### **City of Lakeland Shores' Responsibilities:**

- City to supply CAM, LLC a mailing list for Resident Notification
- Projects to be completed in month of July

Price good for 30 days. Payment Net 30

**Tim Ribes will be contacting you to schedule the project. Info: tim@cammidwest.com, Cell: 618.484.8123**

#### **Billing Information (please fill out upon acceptance)**

Name: \_\_\_\_\_ Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Again, thank you for the opportunity. We look forward to providing our professional services.

Sincerely,

Tim Ribes  
Project Coordinator 618.484.8123

cc: Colleen West  
Business Development 314.267.9313

# Corrective Asphalt Materials

Mailing Address:  
PO Box 87129  
300 Daniel Boone Trail  
South Roxana, IL 62087  
Phone: 618-254-3855  
Fax: 618-254-2200

Locations:  
300 Daniel Boone Trail, South Roxana, IL 62087  
43W630 Wheeler Road, Sugar Grove, IL 60554

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Road	From	To	Sq. Yd.
Quinnell Avenue North	2 <sup>nd</sup> Street North	3 <sup>rd</sup> Street North	996

**RCM Specialties Inc.**  
**P.O. Box 278**  
**Cottage Grove, MN 55016-0278**  
**Phone (651) 480-8886**  
**Fax (651) 480-8808**



May 21, 2019

**Spray Patching Project: Lakeland Shores City Wide Patching**

RCM will apply approximately 27 tons Dresser FA2 Trap rock mixed with CR S2 Asphalt emulsion as outlined on City map provided by John Parotti RCM will use the spray injection patching method for the repairs.

Spray injection patching is a specialized repair process that combines hot asphalt emulsion and crushed aggregate using forced air. The truck mounted spray patch equipment consists of an aggregate hopper, hot asphalt emulsion tank and a high volume blower which is all mounted on a truck chassis. All of the repair process is controlled from the cab of the truck by one operator.

**2<sup>nd</sup> St. So & Lakeland Shores Dr.**

**Cost \$3325.00**

**Remainder of City Patching**

**Cost \$6750.00**

**This includes time and materials**

**Approved** \_\_\_\_\_

**Date** \_\_\_\_\_

**Bid good for 30 days from date**

**[rcmspecialtiesinc@gmail.com](mailto:rcmspecialtiesinc@gmail.com)**

**RESOLUTION NO. 2019 - 06**

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF LAKELAND SHORES ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT**

WHEREAS, the City of Lakeland Shores on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lakeland Shores, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Lakeland Shores on behalf of its Prosecuting Attorney and Police Department, are hereby approved.

2. That the Washington County Sheriff's Department, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Kevin Beck is appointed as the Authorized Representative's designee.

3. That the City Attorney, Kevin Beck, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Amy Washenberger, is appointed as the Authorized Representative's designee.

4. That Brian Zeller, the Mayor for the City of Lakeland Shores and the Interim City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this 6th day of June, 2019.

CITY OF LAKELAND SHORES

\_\_\_\_\_  
By: Brian Zeller  
Its Mayor

ATTEST: \_\_\_\_\_  
By: Interim Clerk