

Lakeland Shores City Council Meeting
January 2, 2020, 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 Monthly Claims
 - B) December 5, 2019 City Council Meeting Minutes
 - C) Humane Society 2020 Contract

- 3) Public Comments**

- 4) Unfinished and New Business**
 - A) Consideration Of Resolution No. 2020-01, 2020 Fee Schedule
 - B) Consideration of Resolution No. 2020-02, 2020 Appointment List
 - C) Consideration of Resolution No. 2020-03, Designation of 2020 Election Judges
 - D) Consideration of Appointment to Vacant Council Seat

- 5) Council and Staff Reports**
 - A) Staff Updates
 - i. City Clerk

 - B) Mayor and Council Reports
 - i. Council Member Schroeder
 - ii. Council Member Wilson (Council and Fire Department)
 - iii. Council Member Bischoff
 - iv. Mayor Zeller

- 6) Adjourn**

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

Checks Numbered		Description	Amount	
From	To			
EFT	4096	4100	AT & T, EFTPS, MN Labor & Industry, MN PERA, Xcel Energy	\$ 625.26
Payroll	6682	6684	Council Payroll December 2019	\$ 491.13
Vendor Checks			Vendor Check Payments**	\$ 4,367.77
			Total Claims to Be Approved	<u>\$ 5,484.16</u>

** Attached Copy of Invoice for check listed below:

Check	S.E.H. Engineering Services - November 2019	Check	Amounts
			<u>\$ 1,165.91</u>

Prepared by Neil Soltis, Treasurer

City of Lakeland Shores

Disbursements Register

12/23/2019

Fund Name: All Funds

Date Range: 12/01/2019 To 12/31/2019

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
12/16/2019	Payroll Period Ending 12/31/2019	6682	December Council pay	N	Mayor/Council	100-41101-106-	\$ 163.71
	Total For Check	6682					<u>\$ 163.71</u>
12/16/2019	Payroll Period Ending 12/31/2019	6683	December Council pay	N	Mayor/Council	100-41101-106-	\$ 163.71
	Total For Check	6683					<u>\$ 163.71</u>
12/16/2019	Payroll Period Ending 12/31/2019	6684	December Council pay	N	Mayor/Council	100-41101-106-	\$ 163.71
	Total For Check	6684					<u>\$ 163.71</u>
12/31/2019	Xcel Energy - EFT	4096	Acct # 51-6971717-9 Street Lighting - 16695 N 3rd St #652184130	N	Street Lighting	100-43160-381-	\$ 66.86
	Total For Check	4096					<u>\$ 66.86</u>
12/31/2019	MN PERA - EFT	4097	PERA - November 2019	N	Mayor/Council	100-41101-121-	\$ 26.25
	Total For Check	4097					<u>\$ 26.25</u>
12/31/2019	AT & T Mobility (EFT)	4098	Inv#287268193497X09152018 Cell Phone	N	General Management	100-41901-321-	\$ 72.07
	Total For Check	4098					<u>\$ 72.07</u>
12/31/2019	EFTPS - EFT	4099	Medicare Tax - 4th qtr 2019	N	Mayor/Council	100-41101-135-	\$ 27.92
	Total For Check	4099					<u>\$ 27.91</u>
12/31/2019	MN Dept of Labor & Industry - EFT	4100	Confirmation #DLIMN100037 - Surcharges 3rd QTR 2018	N	Building Permit Surcharges	100-49030-440-	\$ 378.00
	Total For Check	4100					<u>\$ 378.00</u>
12/31/2019	Stenslund Inspections	6685	Inv - December 2019 Bldg Prmt LS19-10 & 19-11	N	Building Inspections	100-42408-310-	\$ 209.50
	Total For Check	6685					<u>\$ 209.50</u>
12/31/2019	Advanced Imaging Solutions	6686	Invoice 213401 - repair to scanner	N	General Management	100-41901-403-	\$ 206.50
	Total For Check	6686					<u>\$ 206.50</u>

Fund Name: All Funds

Date Range: 12/01/2019 To 12/31/2019

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
12/31/2019	Short-Elliott-Hendrickson Inc	6687	Inv 376155 Engineering Services - Oct 2019	N	Engineering Services	205-43101-310-102	\$ 197.57
		6687				205-43101-310-111	\$ 691.49
		6687				406-43101-310-200	\$ 246.96
		6687				407-43101-310-301	\$ 29.89
	Total For Check	6687					\$ 1,165.91
12/31/2019	Neil Solitis	6688	Treasurer services - December, 2019	N	Treasurer	100-41510-310-	\$ 400.00
	Total For Check	6688					\$ 400.00
12/31/2019	Cowboys N Clowns	6689	Clerk - December, 2019	N	Clerk	100-41425-310-	\$ 1,000.00
	Total For Check	6689					\$ 1,000.00
12/31/2019	City of Lake St Croix Beach	6690	Inv# Jan, 2020 - RENTAL OF CITY HALL & CABINET RENTAL	N	General Management	100-41901-412-	\$ 125.00
	Total For Check	6690					\$ 125.00
12/31/2019	City of St Mary's Point	6691	Recycling Services - December 2019	N	Recycling	100-43241-405-	\$ 473.36
	Total For Check	6691					\$ 473.36
12/31/2019	Tri County Services Inc	6692	INV#598 Snow Plowing & Sanding 7.5 hours - 11/27, 11/30, 12/3	N	Ice and Snow Removal	100-43125-405-	\$ 712.50
	Total For Check	6692					\$ 712.50
12/31/2019	Donald M. Fixmer	6693	Inv# 12/05/2019 Videographer	N	General Management	406-41901-405-201	\$ 75.00
	Total For Check	6693					\$ 75.00
	Total For Selected Checks						\$ 5,484.16



Invoice

Invoice Number: 377903

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 \$1,165.91
Due Date 08-JAN-20
Invoice Date 09-DEC-19
Bill Through Date 30-NOV-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:

Task: 1100 - Comprehensive Plan and Local Surface Water Plan Assistance

Direct

Personnel	Hours	Amount	
Senior Project Manager	1.25	\$246.96	
	<u>1.25</u>		\$246.96
			Task: 1100 Total: \$246.96

Task: 5019 - 2019 Pavement Rehabilitation Project

Direct

Personnel	Hours	Amount	
Senior Admin Assistant	0.25	\$29.89	
	<u>0.25</u>		\$29.89
			Task: 5019 Total: \$29.89

Task: 9010 - XXXXX 2nd Street North (Lind Landscape and Design)

CLAIM 306



Invoice

Invoice Number: 377903

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

Task: 9010 - XXXXX 2nd Street North (Lind Landscape and Design)

Direct

Personnel	Hours	Amount
Senior Project Manager	1.00	\$197.57
	<u>1.00</u>	<u>\$197.57</u>

Task: 9010 Total: \$197.57

Task: 9014 - 333 Quixote Avenue North; Plan Review - *Bill to Escrow*

Direct

Personnel	Hours	Amount
Senior Project Manager	3.50	\$691.49
	<u>3.50</u>	<u>\$691.49</u>

Task: 9014 Total: \$691.49

Invoice total **\$1,165.91**

Lakeland Shores City Council Meeting Minutes | 2019 December 5

Regular City Council Meeting

Lakeland Shores City Council Meeting Call to Order: Mayor Zeller opened the December 5, 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: None

Staff Present: City Treasurer Soltis and Interim City Clerk

The Pledge of Allegiance was said.

Review and Approve Meeting Agenda: Wilson made a motion to approve the agenda, as presented. Council Member Bischoff 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 Monthly Claims
- B) October 3, 2019 City Council Meeting Minutes
- C) Resolution No. 2019-12, Designation of Polling Location

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

Public Comments

The Washington County Deputy came forward and advised residents to watch their deliveries this season as theft is a big issue.

Mayor Zeller stated there have been a lot of beer bottles thrown on Lakeland Shores Road.

Council Member Schroeder advised there is a chronic extreme speeder in a white SUV from a rental house at Quinlan and Division Street between the times of 6:50 a.m. and 7:10 a.m.

Mr. Steve Zick, City of Lakeland, came forward and inquired about the large commercial building going up relating to hours of operation and specific conditions of approval.

Mayor Zeller advised a copy of the approved CUP will be sent to Mr. Zick outlining all the conditions of approval.

Unfinished and New Business:

Mayor Zeller stated the City lost one of its Council Members in a very tragic accident. There were many people at the service which spoke to how much Randy Kopesky was liked and how much he did for the community. He will be missed and he is very sorry to the family for their loss.

Consideration of Resolution No. 2019-10, 2020 Final Budget – City Treasurer Soltis stated the City does not have any big changes from year to year. This year's revenue may be over the budget but not necessarily in excess.

Mayor Zeller stated the City is trying to plan for future road improvements so any excess within the budget will be put toward roads.

Mayor Zeller moved to adopt Resolution No. 2019-10, as presented. Council Member Wilson seconded the motion. Motion carried 4-0 by a roll call vote. Resolution No. 2019-10 was approved.

Consideration of Resolution No. 2019-11, Establishing 2020 Final Levy – City Treasurer Soltis noted the final budget and levy are consistent with the preliminary budget that was approved in September.

Mayor Zeller moved to adopt Resolution No. 2019-11, as presented. Council Member Wilson seconded the motion. Motion carried 4-0 by a roll call vote. Resolution No. 2019-11 was approved.

Consideration of Council Appointment to Vacant Council Seat – Mayor Zeller stated the City should appoint a Council Member to the vacant seat in the near future. He suggested the City post the appointment on the City website and request letters of interest from residents.

Council and Staff Reports:

City Clerk/Zoning Administrator Report – Staff updated the Council on the opening of the new library and the MnDOT project scheduled in the spring.

Mayor and Council Reports:

Council Member Schroeder – Council Member Schroeder stated it was a very tragic loss of Council Member Kopesky. He stated he worked with him for 15 years and he will be missed. He suggested something be done within the City in his honor and noted he thought the new picnic shelter by the school would be constructed by now.

Council Member Wilson – Council Member Wilson stated the contractor for the new commercial building has not necessarily been very cooperative with the Fire Department.

Lakeland Shores City Council Meeting Minutes | 2019
December 5

Council Member Bischoff – Council Member Bischoff stated the roads are what they are. The snow did cause a problem as melting occurred from the bottom up although the City did not get all that much snow. Tri-County was out and did a very good job and all intersections were sanded. He stated his phone number is available to all residents for any plowing issues or road concerns.

Mayor Zeller – Mayor Zeller stated the City of Lakeland has contracted out their water service and he believes that will be a good situation. There was a budget meeting for the water department as well as a significant decrease in the reserve fund. Hopefully the budget discussions will continue and he still feels it would be beneficial to develop an advisory committee. He noted he was very impressed with the plowing that occurred on the recent snow events.

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 7:03 p.m.

City Council of Lakeland Shores

Brian Zeller, Mayor

Interim City Clerk

**Animal Humane Society
and
City of Lakeland Shores**

**Letter of Understanding for Impound Housing Services
2020**

1. Animal Humane Society (AHS) agrees to provide the following services:
 - a. Housing for stray or abandoned animals that are retrieved or legally seized by your municipality's community service officer (CSO) or animal control officer (ACO), or for stray animals that are brought into the shelter by a citizen and verbal permission is given by your agency via phone for intake. Housing includes kennel space, daily cleaning, food and water.
 - b. AHS is unable to house wildlife or farm animals.
 - i. Exceptions can be made for chickens with prior approval of the site manager at AHS.
 - c. Herd management vaccination following our standard vaccination protocols, as well as medically necessary and/or emergency care for sick or injured animals impounded during regular business hours.
 - d. Euthanasia services as deemed necessary by an AHS veterinarian. These services may be provided at the end of the legally required holding period or in the case of a medical situation that requires immediate euthanasia.
 - e. Adoption services as deemed appropriate by AHS veterinary staff. The animals will be evaluated for these services at the end of the legally required holding period.
 - f. Euthanasia services and body disposal as deemed appropriate by AHS veterinary staff. The animals will be evaluated for these services at the end of the legally required holding period.
 - g. Provide animal rabies quarantine or diagnostic service for stray felines or canines that have bitten a person.
 - h. Hold animal for the legally required stray holding period: 5 days in MN, 4 Days in WI if a live release, 7 days in WI if euthanized or until reclaimed by owner within this holding period.
 - i. AHS will follow internal policy and best practice for unclaimed animals. **City of Lakeland Shores** may request and view AHS policies at any time.

2. AHS expectations:
 - a. AHS is not responsible for sick or injured animals that are left after hours. Outside treatment must be sought for these animals by the animal control officer or community service officer prior to leaving the animals at the AHS facility when veterinary staff members are not on duty.

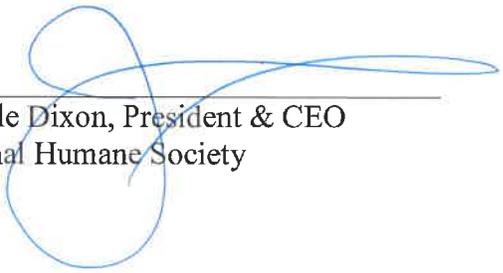
- b. AHS has the sole authority to disposition all animals that have not been reclaimed upon the expiration of the legally designated holding period.
 - c. AHS will not accept feral cats seized under municipal authority by your municipality's CSO or ACO.
 - d. AHS is not responsible for collecting any fees from an owner for a municipality.
3. **City of Lakeland Shores** agrees to:
- a. Adhere to the drop off procedure set forth by AHS including animal housing at the shelter and paperwork. Drop off procedures and paperwork training for community service or animal control officers will be provided.
 - b. Adhere to state laws and local ordinances that apply to the handling of stray or abandoned animals and the seizure and return of animals to their owners.
 - c. Direct citizens where to take stray animals when not receiving permission for impoundment at AHS.
 - d. Seek care for injured or sick animals prior to drop off in the event that it is after hours and/or AHS veterinary staff is not on duty.
 - e. Pay the designated fees for each animal cared for from your municipality. AHS will charge a standard fee of \$196 per canine or feline and a \$46 fee per "other" domestic animals (rabbits, guinea pigs, birds etc.) not reclaimed by its owner.
 - i. Fees for animals seized by the municipality that require quarantine will be charged the standard fee for every five (5) days the animal is quarantined if the animal is not reclaimed.
 - ii. AHS will charge a \$22 administrative/processing fee to the municipality for each animal reclaimed by its owner in place of the standard fee. In these instances AHS will charge the owner reclaim fees.
 - iii. **City of Lakeland Shores** is responsible for fees if the owner does not reclaim by the last day of the hold or quarantine period.
 - f. Adhere to AHS policy and best practice for unclaimed animals. **City of Lakeland Shores** may request and view AHS policies at any time.
 - g. Adhere to building access rules and ensure that the service access door is closed and locked after use in an after-hours drop off.
 - h. Ensure that the municipality's CSO/ACO uses his/her discretion in the field as to whether or not to impound an animal. AHS is not responsible for those decisions.
 - i. Be available to members of your community to resolve their concerns related to the actions of your ACO/CSO officers and your municipality's procedures, policies and requirements.
4. Administration
- a. AHS will bill the municipality at the end of each quarter on a fiscal calendar year. Billing will be mailed in the first month following the end of the quarter. Payment is expected within 30 days of receipt of billing.
 - b. AHS will assign a contact person who should be contacted in the event of any problems, concerns or to receive feedback regarding the program.

- c. Any billing disputes must be raised within 10 days of receipt of billing.
- d. The AHS agrees to maintain all data received from **City of Lakeland Shores** in the same manner as **City of Lakeland Shores** as required under the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.
- e. Insurance Requirements.
 - i. Liability. AHS agrees to maintain commercial general liability insurance in a minimum amount of \$1,000,000 per occurrence; \$2,000,000 annual aggregate. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury, advertising injury, and contractually assumed liability. Upon request **City of Lakeland Shores** shall be named as an additional insured.
 - ii. Automobile Liability. If AHS operates a motor vehicle in performing the services under this agreement, AHS shall maintain commercial automobile liability insurance, including owned, hired, and non-owned automobiles, with a minimum liability limit of \$1,000,000, combined single limit.
 - iii. Workers' Compensation. AHS agrees to comply with all applicable workers' compensation laws in Minnesota.
 - iv. Certificate of Insurance. The AHS shall deliver to **City of Lakeland Shores** a Certificate of Insurance as evidence that the above coverages are in full force and effect.
- f. Indemnification:
 - i. AHS. To the fullest extent permitted by law, AHS agrees to defend and indemnify **City of Lakeland Shores**, and its officers, employees, and volunteers, from and against all claims, damages, losses, and expenses, including attorney fees, arising out of or resulting from the performance of work under this agreement; but only to the extent caused in whole or in part by the negligent acts, errors or omissions of AHS, AHS's subcontractor(s), or anyone directly or indirectly employed or hired by AHS, or anyone for whose acts AHS may be liable. AHS agrees this indemnity obligation shall survive the completion or termination of this agreement.
 - ii. **City of Lakeland Shores**. To the fullest extent permitted by law, **City of Lakeland Shores** agrees to defend and indemnify AHS, and its officers, employees, and volunteers, from and against all claims, damages, losses, and expenses, including attorney fees, arising out of or resulting from the performance of work under this agreement; but only to the extent caused in whole or in part by the negligent acts, errors or omissions of **City of Lakeland Shores**, or anyone directly or indirectly employed or hired by **City of Lakeland Shores**, or anyone for whose acts **City of Lakeland Shores** may be liable. **City of Lakeland Shores** agrees this indemnity obligation shall survive the completion or termination of this agreement.

This agreement is based on a one year commitment, which is renewed annually from the date your administrator signs the agreement below. The agreement can be ended at any time by either party with a 30 written day notice.

This agreement is entered into on the _____ day of _____, 201_ by

Janelle Dixon, President & CEO
Animal Humane Society



Signed on behalf of Municipal Authority

Printed Name and Title

Signed on behalf of Municipal Authority

Printed Name and Title

**CITY OF LAKELAND SHORES
RESOLUTION NO. 2020-01
2020 PERMIT FEE SCHEDULE**

	NON-REFUNDABLE FEE	REFUNDABLE DEPOSIT **
Variance	\$300.00	\$800.00**
Special Use Permit	\$100.00	\$1,000.00**
Conditional Use Permit	\$300.00	\$800.00**
Minor Subdivision (3 lots or less)	\$250.00	\$1,000.00**
Major Subdivision (4 or more lots)	\$500.00	\$5,000.00**
Grading Permit	\$75.00	\$500.00**
Moving/ Relocating Structures	\$100.00 or SUP	**
Right-Of-Way Opening Fee	\$500.00	\$5,000.00**
Swimming Pool	\$150.00	\$1,500.00**
Street Vacation	\$100.00	\$1,000.00**
Temporary Health Care Dwelling Permit	\$100.00	
Temporary Health Care Dwelling Permit/Annual Renewal	\$50.00	
Dog License	\$10.00	

- **Residential Site Inspection (Including Initial S.E.C.)**, required for all new-construction (new homes, detached garages, accessory structures) \$60.00
- **Commercial Site Inspection (Including Initial S.E.C.)**, required for all new construction (new buildings and accessory structures) \$90.00
- **S.E.C. (soil and erosion control)** .0006 x permit valuation for all *Building* Permits except re-roof, re-side, window replacement, decks & interior remodels. Minimum \$150.00 new home or commercial construction, minimum \$50.00 on any other non-exempt construction.
- **Demolition Permit Fees:** Based on valuation with a minimum fee of \$100.00
- **Exterior Structures:**
 - Retaining Wall (over 4' in height): based on valuation
 - Fence (over 7' in height): based on valuation
 - Sheds (over 200 sq. feet): based on valuation
 - Swimming Pools:
 - Seasonal Swimming Pools: \$50.00
(Seasonal residential swimming pools requiring permits (over 24" and 5000 gallons, installed entirely above grade) are allowed to be installed with a single application and approval provided that the same pool is installed in the same location each year. Once approved, the pool may be put up and taken down any number of times. A site plan is required to be approved as a part of the permit submittal, and must be kept on site for review as needed.)
 - Permanent and In-ground Swimming Pools: Based on Valuation
- **Pre-moved in single family dwelling - code compliance inspection:** \$175.00 plus travel time and mileage from municipality office (as calculated by Google maps)
- **Pre-moved in accessory structure - code compliance inspection:** \$125.00 plus travel time and mileage from municipality office (as calculated by Google maps)
- **Connection fee - Moved in structure:** \$200.00 (does not include foundation/interior remodel)
- **Manufactured home installation:** \$200.00 (does not include foundation/interior remodel) plus connection fees (if applicable)
- **Connection fee - plumbing:** \$50.00
- **Connection fee - mechanical:** \$50.00
- **Site work for manufactured, prefab. or moved in home (foundation, basement, etc.):** valuation based

State Surcharge Fees

State Surcharge: Schedule is based on the currently adopted State Surcharge Table - per MN Statute 326B.148

State Surcharge is applicable on all permits unless otherwise noted.

Water Hook Up (Deferred)	\$5,000.00	
Garbage Hauler	\$100.00/annual	
Other Permit Not Specified	\$50.00	
Tobacco License	\$50.00	
2 AM Liquor License	\$100.00	
Sunday Liquor License	\$100.00	
On-Sale Liquor License	\$1,200.00	
Off-Sale Liquor License	\$240.00	

** Initial (if not specified) or Additional (over and above that specified) Deposits may be required by the City Clerk or Zoning Administrator for more complex applications after consulting with the City Attorney, City Engineer, Building Inspector and/or the City Treasurer. If the estimated deposit amount is greater than listed above, the Zoning Administrator shall seek approval of the City Council.

The refundable deposit is used to pay expenses incurred by the City related to the permit. Any excess funds remaining after the matter has been concluded shall be refunded to the applicant. No interest shall accrue on any deposit. If expenses, in excess of the refundable deposit are incurred, the applicant will be billed for the excess.

LAKELAND SHORES BUILDING CODE FEE SCHEDULE

Effective Date: 01/05/2017

Residential Fees

(for permits that are issued over-the-counter and have flat-rate fees)

(Definition of residential: IRC-1 Single Family Dwelling: Any building that contains one dwelling unit used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. IRC-2 Two-Family Dwelling: Any building that contains two separate dwelling units with separation either horizontal or vertical on one lot used, intended, or designed to be built, used, rented, leased, let, or hired out to be occupied, or occupied for living purposes. IRC-3- Townhouse: Definition: A single-family dwelling unit constructed in a group of two or more attached units in which each unit extends from the foundation to the roof and having open space on at least two sides of each unit. Each single-family dwelling unit shall be considered to be a separate building. Separate building service utilities shall be provided to each single-family dwelling unit when required by other chapters of the State Building Code. IRC-4 Accessory Structure: Definition: A structure not greater than 3000 ft² in floor area, and not over two stories in height, the use of which is customarily accessory to and incidental to that of the dwelling(s) and which is located on the same lot.

Maintenance Permit Fees:

- o Re-Roof: \$75.00 see handout for when building permit is required
- Re-Side: \$75.00 see handout for when building permit is required
- .. Re-Window: \$75.00 replacement of same size windows (Exception: egress windows refer to handout)
- Re-Door (Exterior): \$75.00 replacement of same-size exterior doors
- iii Garage door: \$75.00 replacement of same size doors

Plumbing Permit Fees:

- a New fixtures: \$80.00 (minimum) (\$10.00 per fixture after 8 fixtures)
- b Lawn Irrigation Systems: \$80.00
- " Fixture Maintenance: \$50.00 (This permit is for replacing ONE previously existing fixture or appliance where only disconnecting and reconnecting of existing pipes or ducts is to be done. Changing vent systems, running new drain or supply lines, or replacing or installing new ductwork, pipes, or vents is not fixture maintenance. Examples include Water Softener, or Water Heater Replacement. Multiple fixtures: use new fixture fees.)

Mechanical Permit Fees:

- iii New appliances: \$75.00 (minimum) (\$37.50 per unit/two unit minimum)
- Gas Line (with mechanical permit): \$12.50 per gas line, \$25.00 minimum

Other Inspections and Fees

1.	Re-inspection Fee - A re-inspection fee may be assessed for each inspection or re-inspection when such portion of work for which inspection is called is not complete or when corrections called for are not made. On valuation-based building permits, this fee is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of the code, but as controlling the practice of calling for inspections before the job is ready for such inspection or re-inspection. Re-inspection fees shall also be assessed when: 1) the address of the jobsite is not posted, 2) the inspection record card is not posted or provided at the worksite, 3) the approved plans are not readily available for the inspector, 4) full access to the site is not provided for the inspector, 5) the inspector is not met by the responsible individual (no show), 6) on residential (IRC) maintenance permits where corrections are required to be inspected, and 7) deviations from the approved plans occur without prior building official approval. Re-inspection fees are due on or before the re-inspection. Payment shall be made payable to the Municipality;	\$50.00 each
2.	Inspections outside of normal business hours (will include travel time both ways - 2 hour minimum):	\$60/hr.
3.	Inspections for which no fee is indicated, Miscellaneous and Special Services (1/2 hour minimum):	\$60/hr.
4.	Additional Plan Review required by changes, additions, or revisions to approved plans (% hour minimum)	\$75/hr.
5.	Special Investigation fee (work started without obtaining a permit) applied whether permit is issued or not	100% of permit fee
6.	Copy charge (black/white 8 % X 11) - per side	\$.25/sheet
7.	Copy charge (black/white 11 x 17 and 8 % X 14) - per side	\$.50/sheet
8.	Copy charge (color 8 % X 11) - per side	\$1.00/sheet
9.	Copy charge (color 11 x 17 and 8 % X 14) - per side	\$2.00/sheet
10.	Replacement permit card fee - short card (8 % X 7)	\$25.00
11.	Replacement permit card fee - lona card (8 % X 14)	\$40.00
12.	License Look-UP (contractor license verification)	\$5.00
13.	Lead Certification (for eligible construction) (contractor Lead Certification Verification)	\$5.00
14.	Permit Renewal within 6 mos. of expiration (no plan changes, no code changes, new permit number)	50% of original permit fee
15.	Change of Use of occupancy classification	\$100.00
16.	Pre-Final inspection (new home or structure) - 2 hour minimum	\$60/hr.
17.	Temporary Certificate of Occupancy - Escrow (less costs to administer)	\$1,000.00
18.	Refunds:	
	Plan review (if plan review has not started)	100%
	Plan review (if plan review has started - partial)	50%
	Plan review (if plan review has been completed)	0%
	Permit fee (if work has not started) within 6 months of permit issuance by municipality	75%
It	tenance Permits	0%

Passed and Adopted by the City Council on this 2nd day of January, 2020.

Brian Zeller, Mayor

City Clerk

**CITY OF LAKELAND SHORES
RESOLUTION NO. 2020-02
2020 ANNUAL APPOINTMENTS**

WHEREAS, the City of Lakeland Shores requires active participation and consultation for the various duties and departments of running the City:

NOW, THEREFORE, BE IT RESOLVED, by the City council of Lakeland Shores, Minnesota that they appoint the following representatives and consultants as follows:

Acting Mayor:	John Bischoff
Animal Control Officer:	Kathy Pelnar
Bluff Cutting Permit	City Clerk
Building Official:	Duane Stensland
Cable Commission:	
City Attorney:	Kelly & Lemmons
City Engineer:	John Parotti, SEH, Inc.
City Treasurer:	Neil Soltis
Culvert Inspector:	Tim Schroeder
Dog Licensing:	City Clerk
Emergency Management:	Brian Zeller
Fire District Audit Committee:	Tom Wilson
Elections Coordinator:	Joan Heldt
Lower St. Croix Valley Alliance:	All Council Members
LSCVFPD:	Tom Wilson
MSCWMO Water Management:	Brian Zeller
Newsletter:	City Clerk
Official Depository:	US Bank and 4M Fund
Official Newspaper:	St. Paul Pioneer Press
Process Servicer:	WC Sheriff's Department
Recycling:	Tom Wilson
Road Commissioner:	John Bischoff
Website:	City Clerk
Weed Control/Inspector:	Brian Zeller
Yellow Ribbon Alliance LSCV:	
Zoning Administrator:	City Clerk

Passed and Adopted by the City Council on this 2nd day of January, 2020.

Brian Zeller, Mayor

City Clerk

CITY OF LAKELAND SHORES
WASHINGTON COUNTY, MINNESOTA

Resolution No. 2020-03

A RESOLUTION APPOINTING ELECTION JUDGES FOR THE
2020 PRESIDENTIAL PRIMARY NOMINATION, PRIMARY ELECTION AND
THE NOVEMBER. 3rd GENERAL ELECTION

WHEREAS, a Presidential Primary Nomination will be held on March 3, 2020; State Primary Motion will be held on August 11, 2020; and the General Election will be held on November 3rd, 2020.

WHEREAS, Minnesota Statute 20413.2 1, subd. 2, requires election judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Lakeland Shores has one precinct; and

WHEREAS, the following State of Minnesota residents have applied to serve as election judges and meet the qualifications established by the State of Minnesota

NOW THEREFORE BE IT RESOLVED, that the City of Lakeland Shores Council, in accordance with State Law, hereby appoints the following persons to serve as election judges for the Primary Nomination on March 3rd, 2020, Primary Election on August 11th, 2020 and the General Election on November 3rd, 2020, approves payment of an hourly wage of \$11.00 and \$13.00 for Head Judges during election judge training and time served on election day.

Judith Savage

Sue Haines

Rachel Lorentzen

Dorier Greer

Joan Heldt

BE IT FURTHER RESOLVED, that in case an appointed judge is unable to serve, the clerk is authorized to find a substitute judge of the same political party for the judge who cannot serve.

BE IT FURTHER RESOLVED, additional judges may be appointed upon completion of necessary election judge training.

Adopted by the City Council of the City of Lakeland Shores, on January 2, 2020.

By:

Brian Zeller, Mayor

ATTEST:

Interim Clerk