

Lakeland Shores City Council Meeting
August 6, 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) May 7, 2020 City Council Meeting Minutes
- C) Tort Liability, City Does NOT Waive

3) Public Comments

4) Unfinished and New Business

- A) Consideration of Resolution No. 2020-06, Adopting the 2040 Lakeland Shores Comprehensive Plan Update
- B) Consideration of Resolution No. 2020-07, 2021 Preliminary Budget
- C) Consideration of Resolution No. 2020-08, 2021 Preliminary Levy

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

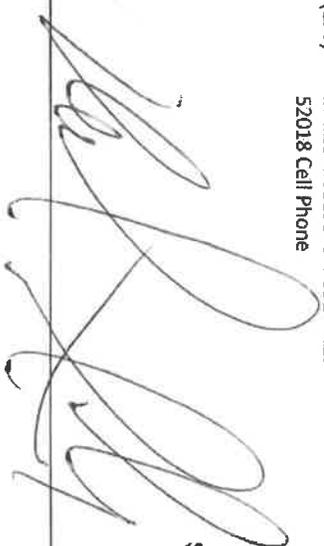
6) Adjourn

Date Range : 7/1/2020 To 7/31/2020

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/14/2020	Short-Elliott-Hendrickson Inc	Inv 385724 Engineering Services - through 04/30/20	405	\$365.68	407-43101-310-310	Engineering Services	\$365.68
07/14/2020	Lower St Croix Valley Fire District	2020 3rd quarter fire protection services	406	\$6,540.75	100-42201-405-	Fire Protection	\$6,540.75
07/14/2020	Tri County Services Inc	INV#801 - snow plowing 1/14-2-18, INV #802 - street sweeping 4/22	407	\$1,175.00	100-43125-405- 100-43110-405-	Ice and Snow Removal Streets	\$855.00 \$320.00
07/31/2020	City of Lake St Croix Beach	Inv# August 2020 - RENTAL OF CITY HALL & CABINET RENTAL	408	\$125.00	100-41901-412-	General Management	\$125.00
07/31/2020	City of St. Mary's Point	Recycling Services - August	409	\$496.54	100-43241-405-	Recycling	\$496.54
07/31/2020	Cowboys N Clowns	Clerk - July, 2020	410	\$1,000.00	100-41425-310-	Clerk	\$1,000.00
07/31/2020	Neil Solits	Treasurer services - July 2020	411	\$400.00	100-41510-310-	Treasurer	\$400.00
07/15/2020	Xcel Energy - EFT	Acct # 51-6971717-9 Street Lighting - 16695 N 3rd St #652184130	412	\$76.99	100-43160-381-	Street Lighting	\$76.99
07/15/2020	Maroney's Sanitation Inc	Spring Clean-up	413	\$600.00	100-43242-405-	Other/City Clean up	\$600.00
07/20/2020	Neil Solits	Reimbursement - Interstate Plastics - 3 desktop shields	414	\$464.64	203-41960-208-	Elections	\$464.64

Date Range : 7/1/2020 To 7/31/2020

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
07/23/2020	Stenslund Inspections	Inv - July, 2020 Blidge Prmt LS20-20- 20-21	415	\$209.50	100-42408-310-	Building Inspections	\$209.50
07/23/2020	MN PERA - EFT	PERA - July, 2020	416	\$52.50	100-41101-121- 100-41101-173-	Mayor/Council Mayor/Council	\$26.25 \$26.25
07/23/2020	AT & T Mobility (EFT)	Inv#287268193497X091 52018 Cell Phone	417	\$72.30	100-41901-321-	General Management	\$72.30
Total For Selected Claims				\$11,578.90			\$11,578.90



 Date 7/31/20

Lower St Croix Valley Fire District

PO Box 234

Lakeland, MN 55043-0234

Invoice

Date	Invoice #
7/1/2020	Levy3Qtr20

Bill To
City of Lakeland Shores C/O Treasurer P O Box 246 Lakeland, MN 55043

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
	Fire Protection Services - 3rd Quarter 2020	6,540.75	6,540.75
		Total	\$6,540.75

406

Tri County Services, Inc

14235 80th Street South
Hastings, MN 55033

Invoice

Date	Invoice #
7/6/2020	801

Bill To
City of Lakelandshores PO Box 246 Lakeland MN 55043

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
1.5	snow plow hours 1-14	95.00	142.50
2	snow plow hours 1-18	95.00	190.00
2	snow plow hours 1-23	95.00	190.00
2	snow plow hours 2-9	95.00	190.00
1.5	snow plow hours 2-18	95.00	142.50
It's been a pleasure working with you!		Total	\$855.00

CLAIM 401

Tri County Services, Inc
 14235 80th Street South
 Hastings, MN 55033

Invoice

Date	Invoice #
7/6/2020	802

Bill To
City of Lakelandshores PO Box 246 Lakeland MN 55043

P.O. No.	Terms	Project

Quantity	Description	Rate	Amount
2	Street Sweeper and dump truck 4-22	160.00	320.00

CLM 407

It's been a pleasure working with you!		Total	\$320.00
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MARONEY'S SANITATION, INC.
 PO BOX 2190
 STILLWATER, MN 55082

MAR-439

IF PAYING BY CREDIT CARD, FILL OUT BELOW.
 CHECK CARD USING FOR PAYMENT

MASTERCARD
 DISCOVER
 VISA
 VISA
 AMERICAN EXPRESS

CARD NUMBER: _____ SIGNATURE CODE #: _____

SIGNATURE: _____ EXP. DATE: _____

INVOICE DATE	ACCOUNT NUMBER	INVOICE NUMBER	PAY THIS AMOUNT
7/8/2020	18815	0000842213	\$600.00

* M/C, DISCOVER & VISA - Last 3 digits on Back of Card
 AMERICAN EXPRESS - Last 4 digits on Front of Card

SHOW AMOUNT PAID HERE \$ _____
 CHECK #: _____

ADDRESSEE:

CITY OF LAKELAND SHORES
 P.O. BOX 246
 LAKELAND, MN 55043

MAKE CHECKS PAYABLE AND REMIT TO:

MARONEY'S SANITATION, INC.
 PO BOX 2190
 STILLWATER, MN 55082

PLEASE DETACH THIS PORTION AND SUBMIT WITH YOUR PAYMENT IN THE RETURN ENVELOPE

PLEASE RETAIN THIS PORTION FOR YOUR RECORDS

MESSAGE				Page 1 of 1	
<p>All routes delayed 1 day After 9/7/2020 Labor Day. Recycling notice: Please do not put plastic bags in recycling.</p>					
DATE	DESCRIPTION	REFERENCE	QUANTITY	TOTAL	
	Balance forward :				\$600.00
	Payments :				\$600.00
	Adjustments :				\$0.00
	Invoices :				\$0.00
06/13	(0001) CITY OF LAKELAND SHORES 16455 20TH STREET SOUTH, LAKE ST CROIX BEACH MN Extra: SPRING CLEANUP DAY	329066	1.00		\$414.51
07/08	9.75% Minnesota State Fee				\$40.41
07/08	35% County Environmental Charge				\$145.08
		SITE TOTAL			\$600.00
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	\$600.00	

CLAM YPS



Invoice

Invoice Number: 388761

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 \$365.68
Due Date 06-AUG-20
Invoice Date 07-JUL-20
Bill Through Date 27-JUN-20
Terms 30 NET
SEH Customer Acct # 1384
Customer Project #
Agreement / PO # 155010

REMIT PAYMENT TO:

Short Elliott Hendrickson, Inc.
PO Box 64780
Saint Paul, MN 55164-0780

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 #	Project Name	Project Description
155010	LAKSH 2020-22 City Eng Svcs	2020-22 City Engineering Services

Notes:

Task: 5007 - Pavement Rejuvenator Project

Direct

Personnel	Hours	Amount
Project GIS Analyst	1.00	\$108.30
Senior Project Manager	1.00	\$197.56
Senior Admin Assistant	0.50	\$59.82
	2.50	\$365.68

Task: 5007 Total: \$365.68

Invoice total \$365.68

2/21/21 405



Payment Receipt Confirmation

Interstate Plastics

4355 - 112th Street
URBANDALE, IA 50322 TEL#
PH.:515-276-5145

Customer : IWICOM
IWICOM

Customer PO ref 62447426495 CITY OF LAKELAND

Contact
Salesperson EMILY GOWER

Sales Order No. 03157765

Date: 7/10/20

MSCEA.258x23.5x31.5DESKTO	Qty	3.00	
.250 x 23.5 x 31.5	@	140.70	
DESKTOP SHIELD W 18 PASS	=		422.10
			<u>422.10</u>
Tax			0.00
Total			<u>422.10</u>

DEPOSIT AMOUNT : 464.64

Paid as : INTERNET PAYPAL

Signature

*Got Friction? Ask about our IPX™
Advance Wear Technology For thirty years
Interstate Plastics has been providing
solutions in plastic.*

**Thank You for Your
Support**

CLM 4/14

STENSLAND INSPECTIONS

15199 8th St N

Stillwater, MN 55082

INVOICE

DATE: July 2020

BILLED TO:

City of Lakeland Shores Box 246 Lakeland Mn 55043

DATE DESCRIPTION

DATE	DESCRIPTION	
July 2020	Bldg Permits	
	LS20-20	104.75
	LS20-21	104.75
TOTAL		\$209.50

CLM 415

Lakeland Shores City Council Meeting Minutes | 2020

May 7

Regular City Council Meeting

Lakeland Shores City Council Meeting Call to Order: Mayor Zeller opened the May, 2020 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: Interim City Clerk

The Pledge of Allegiance was said.

Review and Approve Meeting Agenda: Mayor Zeller made a motion to approve the agenda, as amended. 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) March 5, 2020 City Council Meeting Minutes
- C) Resolution No. 2020-05, LSCVRA

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

Public Comments

There were no public comments.

Unfinished and New Business:

Consideration of Resolution No. 2020-04, Adopting the 2040 Lakeland Shores Comprehensive Plan Update – Mayor Zeller provided the background of the updated Plan noting there have been very few changes. The Consultant that worked on the Plan did a great job and after a 2-year process, the City's 2040 Comprehensive Plan, including the Water Supply Plan and the Local Surface Water Management Plan, is complete. The City received confirmation of its completion in mid-April from its Metropolitan Council Sector Representative Jake Reilly. The Metropolitan Council's Community Development Committee tentatively scheduled to approve it on June 1st with final approval by the full Metropolitan Council later in May.

Council Member Wilson moved to adopt Resolution No. 2020-04, as presented. Council Member Schroeder seconded the motion. Motion carried 4-0. Resolution No. 2020-04 was adopted with a roll call vote.

Consideration and Award of 2020 Pavement Rejuvenation Project – Road

Commissioner Bischoff advised there are three street segments that should receive rejuvenator in 2020:

Quixote Ave – from 3rd St N to Upper 3rd St N
Quinlan Ave – from Division to north dead end
Quinlan Ave – from 2nd St N to 3rd St N

Bids were obtained and the low bid was from Corrective Asphalt Materials in the amount of \$2,402.35. The City Engineer has recommended this as it prolongs the life of the roadway.

Mayor Zeller moved to award the 2020 Rejuvenation Project to Corrective Asphalt Materials, as presented. Council Member Wilson seconded the motion. Motion carried 4-0. Bid was awarded for the 2020 Rejuvenation Project.

Consideration of Community Award Policy – Staff advised a draft policy was included in the Council packets for a potential citizen award program. Staff asked Council to review and perhaps bring back next month.

Mayor Zeller provided the background on this issue relating to a recent request from a family member of a deceased Council Member. Mayor Zeller stated he is hesitant to implement an “annual award”. He asked if a program should be limited to citizens who serve the City. He suggested the Council have more discussion at the next regular meeting,

Council and Staff Reports:

City Clerk/Zoning Administrator Report – Staff advised the annual cleanup day has been rescheduled to June 13, 2020.

Mayor and Council Reports:

Council Member Schroeder – Council Member Schroeder thanked Mayor Zeller for his work on the Comprehensive Plan.

Council Member Wilson – Council Member Wilson stated the Fire Department budget may take a hit due to the pandemic. Some Fire Fighters have been told they can’t work at the Department so it is very short staffed. The Department is getting funding to buy equipment but the long term impact is being reviewed. The Department has had approximately 12 potential patients with the virus but only one was confirmed. If a citizen calls an ambulance they will ask about symptoms and citizens may have to get themselves to the hospital.

Lakeland Shores City Council Meeting Minutes | 2020
May 7

Council Member Bischoff – Council Member Bischoff stated street sweeping was done in the last couple of weeks but not much else is going on with the roads. Quinlan looks like it is getting in bad shape.

Mayor Zeller – Mayor Zeller had no updates.

Adjourn: Council Member Wilson made a motion to adjourn the meeting. Council Member Schroeder seconded the motion; Motion carried 4-0. Mayor Zeller adjourned the meeting at 6:53 p.m.

City Council of Lakeland Shores

Brian Zeller, Mayor

Interim City Clerk

DRAFT

LIABILITY COVERAGE – WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before the member's effective date of coverage. Return completed form to your underwriter or email to pstech@lmc.org.

The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

- *If the member does not waive the statutory tort limits, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.*
- *If the member waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.*
- *If the member waives the statutory tort limits and purchases excess liability coverage, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.*

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name:

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member's governing body meeting: August 6, 2020

Signature: _____ Position: Mayor

MEMORANDUM

SUBJECT: 2040 COMPREHENSIVE PLAN RESOLUTION TO METROPOLITAN COUNCIL

DATE: AUGUST 6, 2020

PREPARED BY: MARK NAGEL, CONSULTANT

BACKGROUND:

After a 3-year process, work on the City's 2040 Comprehensive Plan, including the Water Supply Plan and the Local Surface Water Management Plan (LWMP), is now complete and accepted by the Metropolitan Council, as of their Letter to the Mayor of June 25, 2020. The Full Metropolitan Council's sole changes were a revision in the population forecast to an updated figure and inclusion of the final version of LS LWMP in this Resolution.

DISCUSSION:

At the August 6th City Council Meeting, Council will consider authorization of the final version the 2040 Comprehensive Plan, which includes approval of the LWMP, for submission to the Metropolitan Council. If approved, then this will complete the process for the 2040 Comprehensive Plan for Lakeland Shores.

Assuming approval, the final Resolution, along with the LWMP, can be sent to the Metropolitan Council for their final review and approval. Once complete, then, of course, is implementation over the next decade.

ACTIONS REQUESTED:

1. Approval of Resolution 20- regarding submitting the 2040 Comprehensive Plan, including the LWMP, to Metropolitan Council
2. Direct Staff to forward Resolution 20- to Metropolitan Council, along with a copy of the final version of the LWMP

CITY OR LAKELAND SHORES

RESOLUTION 2020 - 06

A RESOLUTION ADOPTING THE 2040 LAKELAND SHORES COMPREHENSIVE PLAN UPDATE, A COMPILATION OF POLICY STATEMENTS, GOALS, STANDARDS, AND MAPS FOR GUIDING THE OVERALL DEVELOPMENT AND REDEVELOPMENT OF THE LOCAL GOVERNMENTAL UNIT

WHEREAS, Minnesota Statutes section 473.864 requires each local governmental unit to review and, if necessary, amend its entire comprehensive plan and its fiscal devices and official controls at least once every ten years to ensure its comprehensive plan conforms to metropolitan system plans and ensure its fiscal devices and official controls do not conflict with the comprehensive plan or permit activities that conflict with metropolitan system plans; and

WHEREAS, Minnesota Statutes sections 473.858 and 473.864 require local governmental units to complete their “decennial” reviews by December 31, 2018; and

WHEREAS, the City of Lakeland Shores authorized the review and update of its Comprehensive Plan; and

WHEREAS, the proposed City of Lakeland Shore’s 2040 Comprehensive Plan is a planning tool intended to guide the future growth and development of the City of Lakeland Shores in a manner that conforms with metropolitan system plans and complies with the Metropolitan Land Planning Act and other applicable planning statutes; and

WHEREAS, the proposed City of Lakeland Shore’s 2040 Comprehensive Plan reflect a community planning process conducted in the years 2016 through 2018 involving elected officials, appointed officials, city staff, community organizations, the public at large, developers, and other stakeholders; and

WHEREAS, pursuant to Minnesota Statutes section 473.858, the proposed 2040 Comprehensive Plan was submitted to adjacent governmental units and affected special districts and school districts for review and comment on April 27, 2018, and the statutory six-month review and comment period has elapsed; and

WHEREAS, the City Council, acting as Planning Commission, has considered the proposed 2040 Comprehensive Plan and all public comments, and

WHEREAS, on February 7, 2019, the City of Lakeland Shores conducted a public hearing on the proposed 2040 Comprehensive Plan; and

WHEREAS, the City of Lakeland Shores approved Resolution 2019-___ authorizing the proposed 2040 Comprehensive Plan to be submitted to the Metropolitan Council for review; and

WHEREAS, at its regular meeting on June 24, 2020, the Metropolitan Council completed its review of the proposed 2040 Comprehensive Plan and found that the Plan meets the requirements of the Metropolitan Land Planning Act; conforms to the metropolitan system plans for transportation (including aviation), water resources, and parks; is consistent with *Thrive MSP 2040*; and is compatible with the plans of adjacent jurisdictions and affected special districts and school districts; and

WHEREAS, the 2040 proposed Comprehensive Plan includes all revisions made during the review process; the Local Water Management Plan; and responds to additional advisory comments that are part of the Metropolitan Council's actions authorizing the City of Lakeland Shores to place its proposed 2040 Comprehensive Plan into effect.

NOW THERE, BE IT RESOLVED BY THE CITY OF LAKELAND SHORES, MINNESOTA, that the City of Lakeland Shore's 2040 Comprehensive Plan is adopted, along with the final version of the Lakeland Shores Local Water Management Plan, and is effective as of the date of this resolution.

BE IT FURTHER RESOLVED that, pursuant to sections 473.864 and 473.865 of the Metropolitan Land Planning Act, the City of Lakeland Shores will: (1) review its fiscal devices and official controls; (2) if necessary, amend its fiscal devices and official controls to ensure they do not conflict with the 2040 Comprehensive Plan or permit activity in conflict with metropolitan system plans; and (3) submit amendments to fiscal devices or official controls to the Metropolitan Council for "information purposes."

The motion of the adoption of the foregoing resolution was duly made by Member _____, and duly seconded by Member _____. Upon vote being taken thereon, the following voted in favor:

And the following voted against the same:

Whereupon this resolution is duly adopted on August 6, 2020.

[MAYOR/CHAIR]

Attest:

[ADMINISTRATOR/CLERK]

**CITY OF LAKELAND SHORES, MINNESOTA
RESOLUTION NO. 2020-07**

RESOLUTION ADOPTING PRELIMINARY CITY BUDGET FOR 2021

WHEREAS, the City of Lakeland shores established a preliminary certification of the City of Lakeland Shores levy at its August 6, 2020 meeting; and

WHEREAS, the City of Lakeland Shores is not required to hold a public hearing for the 2021 preliminary budget; and

WHEREAS, the City Council for the City of Lakeland Shores wishes to establish its preliminary 2021 budget which must be certified to the Washington County Auditor/Treasurer by September 30, 2020;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY LAKELAND SHORES, WASHINGTON COUNTY, MINNESOTA, as follows:

BE IT RESOLVED, that the City Council of the City of Lakeland shores, Washington County, Minnesota hereby adopts a preliminary City budget for 2021 in the amount of \$ _____.

The motion for adopting the foregoing resolution was acted upon by motion and seconded, and upon a vote being taken thereon, the following voted via voice:

Mayor Brian Zeller -
Council Member Bischoff-
Council Member Schroeder-
Council Member Wilson -

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Lakeland Shores, Washington County, Minnesota, on this 6th day of August, 2020.

Brian Zeller, Mayor

Interim Clerk

**CITY OF LAKELAND SHORES, MINNESOTA
RESOLUTION NO. 2020-08**

**RESOLUTION ESTABLISHING THE PRELIMINARY LEVY CERTIFICATION FOR
THE CITY'S GENERAL FUND AT \$_____.**

WHEREAS, the State of Minnesota requires the City to adopt a preliminary levy certification for its General Fund; and

WHEREAS, the City Council is required to adopt its 2021 preliminary levy certification on or before September 30, 2020; and

WHEREAS, the City of Lakeland Shores is not required to hold a public hearing for the 2021 preliminary levy; and

WHEREAS, the City Council of the Lakeland Shores wishes to comply with State law in this area;

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE
CITY OF LAKELAND SHORES, WASHINGTON COUNTY, MINNESOTA**, as follows:

Establish the 2021 General Fund Final Levy's certification at \$_____.

The motion for adopting the foregoing resolution was acted upon by motion and seconded, and upon a vote being taken thereon, the following voted via voice:

Mayor Brian Zeller -
Council Member Bischoff -
Council Member Schroeder -
Council Member Wilson -

Whereupon, said resolution was declared duly passed and adopted and signed by the Mayor and attested by the City Clerk, passed by the City Council, City of Lakeland Shores, Washington County, Minnesota, on this 6th day of August, 2020.

Brian Zeller, Mayor

Attest:

Interim Clerk