

Lakeland Shores City Council Meeting
January 6, 2022, 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) November 4, 2021 City Council Meeting Minutes
 - C) 2021 Pay Equity Report

- 3) Public Comments**

- 4) Concept Plan Review**

- 5) Unfinished and New Business**
 - A) Consideration of Resolution No. 2022-01, 2022 Fee Schedule
 - B) Consideration of Resolution No. 2022-02, 2022 Appointment List
 - D) Consideration of 2022 City Council Meeting Calendar
 - E) Consideration of Updated Fire Code

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

 - B) Mayor and Council Reports
 - i. Council Member Schroeder
 - ii. Council Member Wilson
 - iii. Council Member Hatten
 - iv. Acting Mayor Bischoff

- 7) Adjourn**

City of Lakeland Shores
Disbursement Detail - Claims to be Approved
December 1 through December 31, 2021

Checks Numbered		Description	Amount
From	To		
EFT	4188	4191 AT & T, EFTPS, MN PERA, Xcel Energy	\$ 360.63
Payroll	6990	6993 Council Payroll December 2021	\$ 643.99
Vendor Checks	6994	7001 Vendor Check Payments**	\$ 8,656.78
Total Claims to Be Approved			\$ 9,661.40

**Attached Copy of Invoice for check listed below:

Check 6994 Lower St. Croix Valley Fire - 2021 debt service

Check
 Amounts
 \$ 4,822.00

Date Range : 12/1/2021 To 12/26/2021

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
12/15/2021	Xcel Energy - EFT	Acct # 51-6971717-9 Street Lighting - 16695 N 3rd St #652184130	10269	\$82.12	100-43160-381-	Street Lighting	\$82.12
12/15/2021	Cowboys N Clowns	Clerk - 2021 December	10270	\$1,000.00	100-41425-310-	Clerk	\$1,000.00
12/15/2021	City of Lake St Croix Beach	City hall and storage cabinet rent	10271	\$125.00	100-41901-412-	General Management	\$125.00
12/15/2021	City of St Mary's Point	Recycling Services - December	10272	\$520.94	100-43241-405-	Recycling	\$520.94
12/15/2021	Short-Elliott-Hendrickson Inc	Inv 41 7548 Engineering Services - through 11/27	10273	\$315.66	100-43101-310-102	Engineering Services	\$315.66
12/15/2021	Neil Sohtis	Treasurer - December 2021	10274	\$400.00	100-41510-405-	Treasurer	\$400.00
12/16/2021	MN PERA - EFT	PERA - 2021 December	10275	\$70.00	100-41101-121- 100-41101-173-	Mayor/Council Mayor/Council	\$35.00 \$35.00
12/16/2021	EFTPS - EFT	SS & Medicare Tax - 2021 Quarter 4	10276	\$126.00	100-41101-135- 100-41101-174-	Mayor/Council Mayor/Council	\$65.10 \$60.90
12/21/2021	Stenslund Inspections	Inv -December 2021 Bldg Prmt LS21-12	10277	\$1,421.18	100-42408-405-	Building Inspections	\$1,421.18
12/22/2021	MN Dept of Labor & Industry	4th quarter 2021	10278	\$52.00	100-41902-440-	Building Permit Surchages	\$52.00
12/24/2021	AT & T Mobility (EFT)	Inv#287268193497X091 52020 Cell Phone	10279	\$82.51			\$82.51

Date Range : 12/1/2021 To 12/26/2021

Date	Vendor	Description	Claim #	Total	Account #
	Howen	ST PAOL VILLY	2001	\$4,195.41	100-41901-321-
		Deer Service			

Account Name
General Management

Date
12/26/21

[Handwritten Signature]

Detail
\$82.51

\$4,195.41
482200

\$9,017.41

Lower St Croix Valley Fire District
Lakeland, MN 55043-0234

Invoice

Date	Invoice #
11/28/2021	DbtLevy2021

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

Item	Description	Amount
Debt Service Levy	2021 Debt Service Levy for Fire Hall Remodel/Expansion Project. See detail allocation attached.	4,822.00
Total		\$4,822.00

Phone #
651-436-7033

E-Mail
NIEDZBENN@FRONTIERNET.NET

Lakeland Shores City Council Meeting Minutes | 2021 November 4

Regular City Council Meeting

Lakeland Shores City Council Meeting Call to Order: Acting Mayor Bischoff opened the November 4, 2021, City Council meeting at 6:30 p.m.

Council Present: Acting Mayor John Bischoff, Council Member Tim Hatten, 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: Acting Mayor Bischoff made a motion to approve the agenda, as presented. Council Member Schroeder seconded the motion. Motion carried 4-0. Agenda was approved as presented.

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

- A) Approve Monthly Claims
- B) September 2, 2021 City Council Meeting Minutes

Council Member Wilson made a motion to approve the consent agenda, as presented. Council Member Hatten seconded the motion. Motion carried 4-0. Consent agenda was approved.

Public Comments

Ms. Kari Kull-Heng, Representative for the Afton-Lakeland PTA, came forward and stated the group is raising money to redo the playgrounds at the schools. They are \$15,000 away from their goal and hope to have all the funding in place by December 2021. She stated any support the City can provide will be very much appreciated.

Unfinished and New Business:

Consideration of Resolution No. 2021-08, Adopting Final City Budget for 2022 – Acting Mayor Bischoff advised the final 2022 budget is the same as the preliminary and has been set in the amount of \$175,256.

Council Member Wilson made a motion to approve Resolution No. 2021-08, as presented. Council Member Hatten seconded the motion. Motion carried 4-0. Resolution No. 2021-08 was approved.

Lakeland Shores City Council Meeting Minutes **2021**

November 4

Consideration of Resolution No. 2021-09, Final Levy Certification for 2022 – Acting Mayor Bischoff advised the final levy certification in the amount of \$169,946 is the maximum.

Acting Mayor Bischoff made a motion to approve Resolution No. 2021-09, as presented. Council Member Schroeder seconded the motion. Motion carried 4-0. Resolution No. 2021-09 was approved.

Consideration of Resolution No. 2021-10, 2022 Polling Location – Staff advised the City must formally designate the 2022 polling location by December 31, 2021.

Council Member Wilson made a motion to approve Resolution No. 2021-10, as presented. Acting Mayor Bischoff seconded the motion. Motion carried 4-0. Resolution No. 2021-10 was approved.

Consideration of Condemned Building, 16599 2nd Street – Staff advised the building in question was noticed as “unhabitable” by the Building Inspector. The next step in the removal of the building is to notice the property owner by mail with a deadline for removal.

Acting Mayor Bischoff moved to direct staff to send a certified letter to the property owner stated the condemned building must be removed by December 31, 2021. Council Member Wilson seconded the motion. Motion carried 4-0.

Council and Staff Reports:

City Clerk/Zoning Administrator Report – No report.

Mayor and Council Reports:

Council Member Schroeder – No report.

Council Member Wilson – Council Member Wilson advised the new Fire Truck will be coming the first of the year. Other equipment has been changed out which is adding to higher maintenance costs.

Council Member Hatten – No report.

Acting Mayor Bischoff – Acting Mayor Bischoff advised He attended a meeting with the WMO that included the Chair and City Clerk. It was basically a project update. The roads are good and Tri-County will be plowing again this year. He noted he would like to see the number of fire calls to Lake Shores.

Adjourn: Acting Mayor Bischoff made a motion to adjourn the meeting. Council Member Wilson seconded the motion; Motion carried 4-0. Acting Mayor Bischoff adjourned the meeting at 6:58 p.m.

City Council of Lakeland Shores

John Bischoff, Acting Mayor

Interim City Clerk

DRAFT

Compliance Report

Jurisdiction: Grant
 111 Wildwood Road
 P.O. Box 577
 Willernie, MN 55090

Report Year: 2022
 Case: 1 - 2021 Data (Submitted)

Contact: Kim Points

Phone: (651) 426-3383

E-Mail: clerk@cityofgrant.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	0	1	0	1
# Employees	0	1	0	1
Avg. Max Monthly Pay per employee	0.00	4597.25		4597.25

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 0 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	0	1
b. # Below Predicted Pay	0	0
c. TOTAL	0	1
d. % Below Predicted Pay (b divided by c = d)	0.00	0.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = -1	Value of T = 0.000
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a. Avg. diff. in pay from predicted pay for male jobs = 0

b. Avg. diff. in pay from predicted pay for female jobs = 0

III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 0.00

B. Avg. # of years to max salary for female jobs = 0.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

RESOLUTION NO. 2022-02

**CITY OF LAKELAND SHORES
2022 PERMIT FEE SCHEDULE**

	NON-REFUNDABLE FEE	ESCROW **
Variance	\$300.00	\$1,500.00
Special Use Permit	\$100.00	\$1,500.00
Conditional Use Permit	\$300.00	\$1,500.00
Minor Subdivision (3 lots or less)	\$250.00	\$1,500.00
Major Subdivision (4 or more lots)	\$500.00	\$5,500.00
Grading Permit	\$75.00	\$1,000.00
Moving/ Relocating Structures	\$100.00 or SUP	\$500.00
Right-Of-Way Opening Fee	\$500.00	\$5,000.00
Swimming Pool	\$150.00	\$2,000.00
Street Vacation	\$100.00	\$1,500.00
Dog License	\$10.00	
Garbage Hauler	\$100.00/year	
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	
Building Permits	Per 1988 UBC	

** 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, City Planner, Building Inspector and/or the City Treasurer.

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.

City Clerk

Acting Mayor

**CITY OF LAKELAND SHORES
RESOLUTION NO. 2022-02
2022 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
Bluff Cutting Permit	City Clerk
Building Official:	Duane Stensland
Cable Commission:	Tim Hatten
City Attorney:	Kelly & Lemmons
City Engineer:	John Parotti, SEH, Inc.
City Treasurer:	Neil Soltis
Culvert Inspector:	Tim Schroeder
Dog Licensing:	City Clerk
Emergency Management:	John Bischoff
Fire District Audit Committee:	Tom Wilson
Elections Coordinator:	Joan Heldt
Lower St. Croix Valley Alliance:	All Council Members
LSCVFPD:	Tim Schroeder
MSCWMO Water Management:	Brian Zeller/Tim Hatten
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:	John Bischoff
Yellow Ribbon Alliance LSCV:	Tim Hatten
Zoning Administrator:	City Clerk
Consulting Planning Services	SHC

Passed and Adopted by the City Council on this 6th day of January, 2022.

John Bischoff, Acting Mayor

City Clerk



CITY COUNCIL MEETING SCHEDULE

All City of Lakeland Shores meetings are held on the first Thursday of the month at 6:30 p.m. at the City of Lake St. Croix Beach City Hall located at 16455 20th Street South, Lake St. Croix Beach, Minnesota, 55043

Thursday, January 6, 2022
Thursday, February 3, 2022
Thursday, March 3, 2022
Thursday, April 7, 2022
Thursday, May 5, 2022
Thursday, June 2, 2022
Thursday, July 7, 2021
Thursday, August 4, 2022
Thursday, September 1, 2022
Thursday, October 6, 2022
Thursday, November 3, 2022
Thursday, December 1, 2022

All meeting times are subject to change and will be posted on the City website.

UPDATED FIRE CODE:

9.1 FIRE CODE.

Pursuant to Minnesota Statutes, section 299F.011, and Minnesota Rule 7510.3510, The Minnesota State Fire Code (MSFC), current adopted version, and all amendments, including Appendices A, B, C, D, E, I, O and P thereto, one copy of which has been marked as the official copy and which is on file in the office of the City Clerk/Administrator, is hereby adopted as the Fire Code for the city for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion. Every provision contained in this Code, except as modified or amended by this subchapter, is hereby adopted and made a part of this subchapter as if fully set forth herein. The scope of these regulations is intended to be consistent with Minnesota Statutes, section 299F.011.

9.2 ENFORCEMENT.

(a) The fire code adopted in this article shall be enforced by the fire department in the Fire Protection District which is hereby established, and which shall be operated under the supervision of the fire chief.

(b) The fire chief may detail such members of the service as inspectors as shall from time to time be necessary.

9.3 DEFINITION.

(a) Wherever the term "jurisdiction" is used in the fire code adopted in this article, it shall be held to mean the Cities within the Lower St. Croix Valley Fire Protection (Afton, Lakeland, Lakeland Shores, St. Mary's Point and Lake St. Croix Beach).

(b) Whenever the term "corporation counsel" is used in the fire code adopted in this article, it shall be held to mean the attorney for the city.

9.4 UNLAWFUL ACT.

It is unlawful for any person to violate any section of this article or the fire code adopted by this article.

9.5 ESTABLISHMENT AND DUTIES OF THE FIRE MARSHAL.

(a) The Minnesota State Fire Code shall be enforced by the Fire Chief of the Lower St. Croix Valley Fire Department.

(b) The Fire Marshal shall be appointed by the Fire Chief.

(c) Whenever the term State Fire Marshal or Fire Chief appear in the Minnesota State Fire Code, it shall include the Fire Marshal of the Lower St. Croix Valley Fire Department.

(d) The chief of the Lower St. Croix Valley Fire Department may detail members of the department as Fire Inspectors.

(e) Fire Inspectors are responsible for the examination of buildings to detect fire hazards and ensure that all federal, state, and local fire codes are met, and also may be responsible for plan review as directed.

(f) Fire Marshal are responsible for the examination of the buildings to detect fire hazards and ensure that all federal, state, and local fire codes are met. Additional duties include fire code enforcement, and/or investigation of fire cause and origin. They are also responsible for approval of work permits, and building plan review to assure that all new and existing construction meets all federal, state, and local building codes.

9.6 FIRE PREVENTION INSPECTION

The fire code official is authorized to enter and examine any building, structure, marine vessel, vehicle or premises in accordance with Section 104.3 for the purpose of enforcing this code. (107.1 Inspection Authority)

9.7 OPEN BURNING

(a) Open burning shall comply with the Minnesota State Fire Code, Section 307 and Minn. Stat. §§ 88.16, 88.17, 88.171, and 88.22.

(b) Permits. Except as allowed under Minn. Stat. § 88.16, subd. 2, it is unlawful for any person to have an open fire without first obtaining a permit from the fire chief. The open burning permit may include such conditions as are reasonable under the circumstances

Approved on _____

City Clerk _____

Mayor _____