

Lakeland Shores City Council Meeting
November 4, 2021, 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) September 2, 2021 City Council Meeting Minutes

- 3) Public Comments

- 4) Unfinished and New Business
 - A) Consideration of Resolution No. 2021-08, Adopting Preliminary City Budget for 2022
 - B) Consideration of Resolution No. 2021-09, Preliminary Levy Certification for 2022
 - C) Consideration of Resolution No. 2021-10, Polling Location
 - D) Consideration of Condemned Building, 16599 2nd Street

- 5) 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

- 6) Adjourn

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

Checks Numbered		Description	Amount
From	To		
EFT	4182 4184	AT & T, MIN PERA, Xcel Energy	\$ 241.44
Payroll	6968 6971	Council Payroll October 2020	\$ 643.99
Vendor Checks	6972 6978	Vendor Check Payments**	\$ 3,066.83
Total Claims to Be Approved			<u><u>\$ 3,952.26</u></u>

** Attached Copy of Invoice for check listed below:

Check 6973 Short Elliot Hendrickson

Check
Amounts
\$ 368.89

Prepared by Neil Soltis, Treasurer

Date Range : 10/1/2021 To 10/26/2021

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
10/12/2021	Neil Solitis	reimbursement - US Post Office box renewal - 1 year	10248	\$100.00	100-41901-405-	General Management	\$100.00
10/15/2021	Short-Elliott-Hendrickson Inc	Inv 413773 Engineering Services - through 09/30	10249	\$368.89	100-43101-310-205-43101-310-102	Engineering Services	\$49.61 \$319.28
10/15/2021	Xcel Energy - EFT	Acct # 51-6971717-9 Street Lighting - 16695 N 3rd St #652184130	10250	\$81.30	100-43160-381-	Street Lighting	\$81.30
10/15/2021	City of Lake St Croix Beach	City hall and storage cabinet rent	10251	\$125.00	100-41901-412-	General Management	\$125.00
10/15/2021	City of St Mary's Point	Recycling Services - October	10252	\$520.94	100-43241-405-	Recycling	\$520.94
10/15/2021	Cowboys N Clowns	Clerk - 2021 October	10253	\$1,000.00	100-41425-310-	Clerk	\$1,000.00
10/15/2021	Neil Solitis	Treasurer - October 2021	10254	\$400.00	100-41510-405-	Treasurer	\$400.00
10/18/2021	League of Minnesota Cities	membership dues 2021-2022 - City of Lakeland Shores and Minnesota Mayors Association	10255*	\$552.00	100-41901-438-100-41901-438-	General Management	\$522.00 \$30.00
10/26/2021	AT & T Mobility (EFT)	Inv#287268193497X091 52020 Cell Phone	10256	\$90.14	100-41901-321-	General Management	\$90.14
10/26/2021	MN PERA - EFT	PERA - 2021 October	10257	\$70.00			


Date Range : 10/1/2021 To 10/26/2021

Date	Vendor	Description	Claim #	Total	Account #	Account Name	Detail
				\$3,308.27	100-41101-121- 100-41101-173-	Mayor/Council Mayor/Council	\$35.00 \$35.00

Total For Selected Claims

\$3,308.27

\$3,308.27


 _____ TREASURER _____
 Date 10/26/21



Invoice

Invoice Number: 413773

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 \$368.89

Due Date 12-NOV-21
Invoice Date 13-OCT-21
Bill Through Date 30-SEP-21
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

Client Service
Manager

Accounting
Representative

John Parotti
jparotti@sehinc.com
715.246.9906
John Parotti
jparotti@sehinc.com
715.246.9906
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
Senior Admin Assistant	0.40	\$49.61
	<u>0.40</u>	\$49.61

Task: 5007 Total: \$49.61

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

Direct

Personnel	Hours	Amount
Senior Project Manager	1.50	\$319.28
	<u>1.50</u>	\$319.28

Task: 9010 Total: \$319.28

Invoice total \$368.89

Lakeland Shores City Council Meeting Minutes | 2021 September 2

Regular City Council Meeting

Lakeland Shores City Council Meeting Call to Order: Acting Mayor Bischoff opened the September 2, 2021, City Council meeting at 6:33 p.m.

Council Present: Acting Mayor John Bischoff, Council Member Tim Schroeder, 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 Wilson 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) July 1, 2021

Council Member Schroeder made a motion to approve the consent agenda, amending the July 1, 2021 minutes to reflect his nay vote on the Conditional Use Permit. Council Member Hatten seconded the motion. Motion carried 4-0. Consent agenda was approved.

Public Comments

Mr. Billy Kaye, 180 St. Croix Trail, came forward and stated he received notice he was on the agenda this evening.

Acting Mayor Bischoff advised he is not on the agenda and the notice did not come from the City.

Unfinished and New Business:

Consideration of Resolution No. 2021-06, Adopting Preliminary City Budget for 2022 – Acting Mayor Bischoff advised a work session was held prior to the meeting and a preliminary 2022 budget has been set in the amount of \$175,256.

Acting Mayor Bischoff made a motion to approve Resolution No. 2021-06, as presented. Council Member Wilson seconded the motion. Motion carried 4-0. Resolution No. 2021-06 was approved.

Lakeland Shores City Council Meeting Minutes | 2021 September 2

Consideration of Resolution No. 2021-07, Preliminary Levy Certification for 2022 – Acting Mayor Bischoff advised the preliminary levy certification in the amount of \$169,946 is the maximum. The levy can be reduced prior to final levy certification.

Council Member Hatten made a motion to approve Resolution No. 2021-07, as presented. Council Member Schroeder seconded the motion. Motion carried 4-0. Resolution No. 2021-07 was approved.

Council and Staff Reports:

City Clerk/Zoning Administrator Report – No report.

Mayor and Council Reports:

Council Member Schroeder – Council Member Schroeder stated Wilson advised there was a Fire Department meeting and they are waiting on a new Department Engine and Boat. The doors may already be in.

Council Member Wilson – No report.

Council Member Hatten – No report.

Acting Mayor Bischoff – Acting Mayor Bischoff advised he took care of a tree that was blocking the road as well as some brushing along Quinell. He noted the dip on 2nd Street needs to be taken care of prior to the winter. The City received \$816,00 for COVID funds to be used on specific purposes. If any residents notice an area that needs some brushing, they should let him know.

Adjourn: Acting Mayor Bischoff made a motion to adjourn the meeting. Council Member Schroeder seconded the motion; Motion carried 4-0. Acting Mayor Bischoff adjourned the meeting at 6:48 p.m.

City Council of Lakeland Shores

John Bischoff, Acting Mayor

Interim City Clerk

**CITY OF LAKELAND SHORES, MINNESOTA
RESOLUTION NO. 2021-08**

RESOLUTION ADOPTING FINAL CITY BUDGET FOR 2022

WHEREAS, the City of Lakeland Shores established a preliminary certification of the City of Lakeland Shores levy at its September 2, 2021 meeting; and

WHEREAS, the City of Lakeland Shores is not required to hold a public hearing for the 21 final budget; and

WHEREAS, the City Council for the City of Lakeland Shores wishes to establish its final 2022 budget which must be certified to the Washington County Auditor/Treasurer by December 31, 2021;

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 final City budget for 2022 in the amount of \$175,256.

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:

Acting Mayor Bischoff -
Council Member Hatten-
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 4th day of November, 2021.

John Bischoff, Acting Mayor

Interim Clerk

**CITY OF LAKELAND SHORES, MINNESOTA
RESOLUTION NO. 2021-09**

**RESOLUTION ESTABLISHING THE FINAL LEVY CERTIFICATION FOR THE
CITY'S GENERAL FUND AT \$169,946.**

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

WHEREAS, the City Council is required to adopt its 2021 final levy certification on or before December 31, 2021; and

WHEREAS, the City of Lakeland Shores is not required to hold a public hearing for the 2022 final 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 2022 General Fund Final Levy's certification at \$169,946.

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:

Acting Mayor Bischoff -
Council Member Hatten-
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 4th day of November, 2021.

John Bischoff, Acting Mayor

Interim Clerk

RESOLUTION 2021-10

A RESOLUTION DESIGNATING PRECINCT POLLING LOCATIONS FOR THE 2020 ELECTIONS IN THE CITY OF LAKELAND SHORES, WASHINGTON COUNTY, MINNESOTA

WHEREAS, there was a change made during the 2017 legislative session to State Statute 204.16 which discusses polling place designations; and,

WHEREAS, state law now requires municipalities to designate precinct polling places for all elections for the year by December 31 of the prior year; and,

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Lakeland Shores hereby designates precinct polling location for 2022 as follows:

Precinct 1 – Embrace Church, St. Croix Campus
16600 7th St S
Lakeland, MN 55043

ADOPTED by the Lakeland Shores City Council this 4th day of November, 2021

Acting Mayor John Bischoff

ATTEST:

City Clerk

Building Department

City of Lakeland Shore

JURISDICTION

657-436-1288

PHONE

**DANGEROUS
KEEP OUT**

THIS STRUCTURE IS

UNINHABITABLE

ADDRESS

16599 2nd St S

DATE *10-18-21*

INSPECTOR

Thomas [Signature]

BUILDING OCCUPANCY CLASS AND DESCRIPTION

Detached Garage

**CONTACT BUILDING DEPARTMENT BEFORE PROCEEDING WITH ANY WORK
(SEE INSPECTION REPORT)**

DO NOT REMOVE THIS PLACARD UNTIL AUTHORIZED BY GOVERNING AUTHORITY

RED