

**REGULAR CITY COUNCIL MEETING  
CITY OF SHELL LAKE  
OCTOBER 14, 2013**

Mayor Peterson called the meeting to order at 7:00 p.m. Council members present were Buckridge, Burns, Dryden, Edlin, Eiche, Harrington, Leckel and Shelton. Also present were Jeff Parker, Dave Wilson, Clint Stariha, Vern Redlich, Danielle Moe, Lynn Struzan, Teresa Anderson, Kate Fogarty, Bill Jenderny, Harold Emanuel, Randy Baker and Brad Pederson. The meeting was opened with the Pledge of Allegiance.

Harrington moved, seconded by Edlin, to approve the September 9, 2013 regular meeting minutes. The motion carried.

Harold Emanuel encouraged the City Council to look into opening up inlets to let more water into Shell Lake.

Vern Redlich expressed his disappointment that someone from city government did not attend the Small Town Business Forum held recently. Mr. Redlich suggested the City place the future of the Butterfly Garden on a referendum for the spring election. Mr. Redlich also requested the City of Shell Lake made a donation to the Gordon Fire Department following the loss of their building and equipment from a recent fire. This matter was referred to the General Administration Committee.

Lynn Struzan, from Allied Waste Services, presented a plaque to the City in recognition of the community's recycling efforts which have resulted in 97 tons of waste being recycled in the last twelve months.

Jeff Parker reported on the Public Works Department's activities and announced his retirement effective December 31, 2013. Shelton moved, seconded by Buckridge, to authorize the Executive/Human Resources Committee to proceed with the hiring process for a new Public Works Director to include advertising, establishing a proposed salary range, interviewing and recommending a candidate. The motion carried.

Dave Wilson reported on the Police Department's activities. Chief Wilson reported the ambulance coverage will remain at 16 hour on premise at this time. North Transportation will revisit the possibility of 24 hour on premise coverage following the cities and towns' annual meetings.

Clint Stariha reported on zoning activities.

**PLAN COMMISSION:** The October 7, 2013 commission meeting minutes were reviewed. It was reported the commission approved a conditional use permit (CUP) for Kate Fogarty for a short-term rental at 155 South Lake Drive. Leckel moved, seconded by Eiche, to concur with the issuance of the CUP. The motion carried.

It was reported the commission approved a CUP for Clint and David Semm, The Deer Stand, LLC to construct an addition to include restrooms and patio at Becky's Food &

Spirits. Shelton moved, seconded by Harrington, to concur with the issuance of the CUP. The motion carried.

It was reported the commission denied a CUP to Donna and Winston Rock and Michael and Mindy Gadke for a short-term rental at 310 Stariha Drive. It was noted the Rocks and Gadkes will be reapplying and have requested the fee be waived. Eiche moved, seconded by Shelton, to waive the CUP application fee for the Rock/Gadke request. The motion carried 7-yes 1-no.

**LIBRARY BOARD:** The September 18, 2013 board meeting minutes were reviewed.

**LAKE PROTECTION:** The September 2, 2013 Lake Protection Advisory Committee meeting minutes were reviewed.

**FIRE ASSOCIATION:** The September 18, 2013 quarterly meeting minutes were reviewed. It was reported the Association accepted a bid from Rosenbauer for a new rescue truck at a cost of \$218,538.

**AIRPORT:** Resolution No. 13-13 pertaining to vacating streets near the Shell Lake Airport was reviewed. Eiche moved, seconded by Harrington, to adopt Resolution No. 13-13. Upon a unanimous vote the motion carried. Mayor Peterson authorized the Public Works Committee to hold the public hearing on this matter.

Resolution No. 13-14 pertaining to a natural gas distribution easement at the airport was reviewed. Eiche moved, seconded by Shelton, to adopt Resolution No. 13-14. Upon a unanimous vote the motion carried.

**COMMUNITY CENTER:** Alderperson Eiche reported the new Community Center Committee met to review findings from an architect pertaining to renovating the existing building versus building a new facility. It appears that building new would be more cost effective mainly due to the cost of bringing the existing facility up to code.

**PUBLIC WORKS ADMINISTRATION:** The October 2, 2013 committee meeting minutes were reviewed. It was reported the committee reviewed the Bid Tally for the Wastewater Fine Screen Project. Eiche moved, seconded by Shelton, to award Contract A (Wastewater Fine Screen Facility) to Staab Construction Corporation in the amount of \$207,000 and Contract B (Mechanical Fine Screen Equipment) to Energenecs, Inc. in the amount of \$98,135. Upon a unanimous vote the motion carried. It was reported no bid was received for Contract C (Engineered Fabricated Concrete Building) or Contract D (Portable Stand-By Engine Generator). Eiche moved, seconded by Buckridge, to authorize the Public Works Administration Committee to solicit proposals and select a proposal for the engineered fabricated concrete building. The motion carried.

A Construction Progress Schedule including recommended extension dates for the 2013 projects was reviewed. Eiche moved, seconded by Leckel, to approve the deadline extensions as recommended. The motion carried.

Community Sensitive Solutions Fund Proposals and Budget pertaining to the Highway 63 Improvement Project were reviewed. Eiche moved, seconded by Shelton, to approve the Community Sensitive Solutions list. The motion carried.

**GENERAL ADMINISTRATION:** The October 9, 2013 committee meeting minutes were reviewed.

**FINANCIAL ADMINISTRATION:** The October 14, 2013 committee meeting minutes were reviewed. Eiche moved, seconded by Harrington, to grant temporary Class B beer/wine licenses to Theatre in the Woods for November 8, 2013 through November 17, 2013 and December 15, 2013. The motion carried.

Eiche moved, seconded by Shelton, to approve vouchers 1274-1417. The motion carried.

The Budget Status Report was reviewed.

**PARKS AND RECREATION:** The October 1, 2013 committee meeting minutes were reviewed. It was reported School Superintendent Jim Connell contacted City Administrator Brad Pederson about the feasibility of changing the city's softball field into a youth baseball field. Moving the fence in would result in surplus fencing that could be used to enlarge the dugouts. A batting area could also be located at the south end of the new outfield fence line. The estimated cost for the proposed joint school/city project is anticipated not to exceed \$1,500. Brad Pederson noted we should be able to cover this cost with the 2013 P&R budget allocation. Buckridge moved, seconded by Shelton, to authorize up to \$1,500 for the ball field project. The motion carried.

A revised Shoreline Protection Area Management Plan including adjacent areas near the pavilion was reviewed. Eiche moved, seconded by Buckridge, to approve the plan. The motion carried.

Eiche moved, seconded by Shelton, to keep the campground fees for 2014 the same as 2013. The motion carried.

**NEW BUSINESS:** A draft of Ordinance No. 13-1 Regarding Statutory Limits on Access to Municipal and Municipal Utility Records was reviewed. Eiche moved, seconded by Shelton, to adopt Ordinance No. 13-1. Upon a unanimous vote the motion carried.

Eiche moved, seconded by Edlin, to adjourn at 8:45 p.m. The motion carried.

\_\_\_\_\_, Mayor

\_\_\_\_\_, City Administrator