MINUTES OF THE REGULAR MONTHLY MEETING

OF THE FIFTY LAKES CITY COUNCIL

February 13, 2024

The Regular Monthly Meeting of the Fifty Lakes City Council was held on Tuesday, February 13, 2024, at City Hall at 6:00 pm. The following officers were present: Mark Bradley; Acting Mayor (Toni Buchite, absent), Gary Staples, Randy Zeigler (Jill Radman absent) Council Members; Ann Raph, City Clerk; Jessica Istvanovich, Deputy Clerk; Justin Burslie, Planning and Zoning Administrator; Chad Wosmek, Maintenance Supervisor; Diana Buchite, Liquor Manager; Jesse Anderson, Assistant Fire Chief.

The Pledge of Allegiance was recited.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. STAPLES TO ADD LAKES CENTRAL INSURANCE CONSIDERATION LETTER TO THE AGENDA UNDER MAYOR’S REPORT**. When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

Consent Agenda: Acting Mayor Bradley requested consideration of the consent agenda. Council reviewed: Council Meeting Minutes for Regular Meeting January 9, 2024; Treasurer’s Report: Payment of bills in the amount of $254,674.44 including Check No# 50443 through # 50551; Fire and Rescue Minutes; Resolution 2024-06 and 2024 -07 Fifty Lakes Fire Relief Donations; Renew CD’s #1607, #2436 at First National Bank and #1601 at First Western Bank; Purchase 9-month $10,000 CD from First National Bank with FLLIP funds.

**MOTION MADE BY MR STAPLES AND SECONDED BY MR. ZEIGLER TO APPROVE THE CONSENT AGENDA AND RENEW CD #1607 ($51,230.66) AT FIRST NATIONAL BANK AT A 5% APY FOR 9 MONTHS, MOVE CD #2436 ($64,520.81) TO PINE RIVER STATE BANK AT A 5% APY FOR 13 MONTHS, RENEW CD #1601 ($46132.49) AT FIRST WESTERN BANK AT A 4.9% FOR 12 MONTHS AND PURCHASE A $10,000 CD FROM FIRST NATIONAL BANK AT A 5% APY FOR 9 MONTHS WITH FIFTY LAKES LAKE IMPROVEMENT PROGRAM FUNDS**. When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

New Business/ Critical Issues: Bob Stancer provided an update for the council on the emergency siren placements. One siren will be located off County Road 136. The second siren was proposed to go on top of a communications tower. The project has been delayed/postponed several times and we are unsure if/ when it will be constructed. Councilor Mark Bradley and Planning Commission Chairperson Bob Stancer have identified two sites on tax forfeited property as suitable locations. The City is requesting the county to consider granting a 10’ X 10’ easement on the subject property for the placement of the solar/battery powered siren on top of a 55’ wood pole. Bradley and Stancer will attend the February 20th Crow Wing County Board of Commissioners meeting to provide a brief overview of the project and request.

The city held a public hearing to review and discuss the proposed park improvement plans regarding additional pickleball courts, a splash pad and upgrades to park grounds. The park committee updated the council on the progress of the matching grant opportunity from the DNR for up to $350,000 which the city council previously agreed to match $200,000 to include the splashpad, pickleball courts and additional playground equipment. The committee requests the City Council to make the final decisions on what to include in the DNR matching grant. The committee has produced the following costs:

ADA Sidewalks- $10,000; Signage - $640; Splash Pad - $332,483; Well - $39,587; Drinking Fountain - $5,446; Sunshade - $10,592; Pickle Ball Court- $47,000; ADA Parking - $2,500; GRAND TOTAL: $448,518.00.

The committee has asked the council to consider using the $200,000 matching money and add the balance of $24,259 to match the total project amount of $448,518 in the next two fiscal years OR keep the project at the $400,000 mark and put a hold on portions of the project.

**MOTION MADE BY MR. ZEIGLER AND SECONDED BY MR. STAPLES TO ADD THE BALANCE OF $24,259.00 TO MATCH THE TOTAL PROJECT AMOUNT OF $448,518.00.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

**MOTION MADE BY MR. STAPLES AND SECONDED BY MR. BRADLEY TO ADOPT RESOLUTION 2024-05 TO ACCEPT LEGAL SPONSORSHIP FOR THE DNR GRANT**. When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

**MOTION MADE BY MR. STAPLES AND SECONDED BY MR. ZEIGLER TO APPROVE THE GOLDEN EAGLE GOLF COURSE LIQUOR LICENSE REQUESTED BY BRADY AND ANGELA HATCHER.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

Planning and Zoning: Mr. Burslie reported the planning commission held their regular meeting in January at which there were two public hearings. The planning commission is recommending approval of the following Ordinance Amendments:

Recommendation #1: Approve Ordinance Amendment 03-2023 to modify Section 2.06, “Right of Inspection” regarding inspection of property by city staff, mayor and city council members and planning commission/board of adjustment members, modify Section 4.03, “Land Use Tables” to include “recreational vehicle” and “transient food unit,” modify Section 6.05, “Plat Design Standards,” requiring and increasing park dedication fees for all new plats, modify Section 9.06, “Parking, Storage and Usage of Recreational Vehicles,” regarding permitting and performance standards for storage, placement and usage of recreational vehicles, and adds Section 9.20, “Transient Food Unit,” creating permitting requirements and performance standards for transient food units. Summary of Proposed changes:

* Park dedication fees: Increase Park dedication fee from 1% to 5%
* Recreational vehicles: The proposed ordinance allows one RV to be placed on a property for use/not in storage for up to three years with a permit. Longer-term placement requires an interim use permit and installation of a subsurface sewage treatment system and well.
* Mobile food units (Food trucks): The proposed ordinance allows food trucks to be temporarily placed on commercial properties with a permit.
* Right of Inspection: The proposed ordinance modification clarifies that city council and planning commission members may conduct onsite visits when their review is required (e.g variance, conditional use permit, etc.)

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. STAPLES TO APPROVE ORDINANCE AMENDMENT 03-2023.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

Recommendation #2: Approve amendments to City of Fifty Lakes Short-Term Rental Licensing Ordinance (No. 02-2023) to be consistent with Crow Wing County’s Short-Term Rental Licensing Ordinance. Summary of proposed changes:

* Revise section 2.1 to state that subsurface sewage treatment system requirements must follow county ordinance and state rule.
* Revise section 2.1 to add a definition for travel trailer.
* Delete section 3.3 requiring a license for each individual short-term rental unit on one parcel.
* Revise section 4.1 stating that no license will be issued if a property has three substantiated violations within the prior calendar year.
* Revise section 4.2 to clarify the requirement of a complete application for a license as well clarifying that the ordinance issues a license not a permit.
* Revise section 5.1 allowing holding tanks provided that certain performance standards are met.
* Revise section 5.2 clarifying what structures are prohibited as short-term rental units.
* Revise section 5.2 to clarify that 2 short term rental units are allowed per parcel.
* Add section to clarify the process through which the county will administer a short-term rental ordinance for a city.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. STAPLES TO APPROVE ORDINANCE AMENDMENTS TO CITY OF FIFTY LAKES SHORT-TERM RENTAL LICENSING ORDINANCE NO. 02-2023.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

**MOTION MADE BY MR. STAPLES AND SECONDED BY MR ZEIGLER TO APPROVE PUBLISHING THE NOTICE OF ORDINANCE AMENDMENTS: AMENDMENT 03-2023 AND AMEDMENT TO ORDINANCE NO. 02-2023 IN THE CROSBY COURIOR.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

Parks: Council reviewed the 2024 City of Fifty Lakes Community Center and Pavilion rental fees. Discussion followed about the rental cost of the new Park Pavilion.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. STAPLES TO ADD PARK PAVILION TO THE 2024 CITY OF FIFTY LAKES FEES AT A COST OF $25.00 WITH A REFUNDABLE DEPOSIT OF $25.00.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

Fire & Rescue: Jesse Anderson reported 2 medical calls for the month of January. The City of Fifty Lakes Fire and Rescue department were awarded an AED, four ditch bags and 4 oxygen tanks from Good Neighbors and Sourcewell grants. Acting Mayor Bradley and Clerk Ann Raph will attend the Fire Relief Association meeting on February 14th.

**MOTION MADE BY MR. STAPLES AND SECONDED BY MR. BRADLEY TO APPOINT W. ANDERSON TO THE FIRE AND RESCUE DEPARTMENT.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

**MOTION MADE BY MR. STAPLES AND SECONDED BY MR. BRADLEY TO APPOINT S. CASE TO THE FIRE AND RESCUE DEPARTMENT.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

Road Construction and Maintenance: Discussion held on the overlay of North Gate Lane and quote from Anderson Brothers. Mayor Allen from Manhattan Beach discussed with the council options of doing core samples before redoing the road. The council decided to table the discussion until further information is gathered. The council reviewed the LMC Cuyuna Range Regional Safety Group 2024 Safety Training Schedule for city employees.

**MOTION MADE BY MR. STAPLES AND SECONDED BY MR. BRADLEY TO APPROVE ANY CITY EMPLOYEE ATTENDING THE LMC SATETY TRAINING EVENTS FOR 2024 CALENDAR YEAR AT HOURLY WAGE AND MILEAGE.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

Liquor Store: Liquor profit and loss report was reviewed with a loss for the month of January with a gross profit of 44.6%. Mr. Zeigler and D. Buchite reported the lack of snow and ice contributing strongly to the net profit loss of -39% for the month of January. D. Buchite is working on adding different events for the remainder of the winter, discounting clothing, and liquor inventory.

Mayor’s Report: The Fifty Lakes Day committee requests the council to approve moving Fifty Lakes Day to the 3rd Saturday in June.

**MOTION MADE BY MR. STAPLES AND SECONDED BY MR. ZEIGLER APPROVE MOVING FIFTY LAKES DAY TO THE THIRD SATURDAY IN JUNE (JUNE 15TH, 2024).** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

The fireworks display for Fifty Lakes Day will be approximately $10,800 plus the additional insurance policy. **MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. ZEIGLER TO APPROVE FIREWORKS OF $10,800 PLUS ADDITIONAL INSURANCE FOR FIFTY LAKES DAY BE SPLIT 3 WAYS BETWEEN THE GENERAL FUND, LIQUOR FUND AND FIRE RELIEF ASSOCATION DONATION**. When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

Presidential Primary Nominations Elections are to be held on March 5th, 2024. Polls are open from 7am to 8pm.

Purchasing/Personnel: Bob Stancer from FLOPA discussed with the council a pay increase for P. O’Conner, AIS Inspector and adding an additional AIS Inspector for the 2024 boating season.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. ZEIGLER TO INCREASE P. O’CONNER, AIS INSPECTOR, TO $22.00 PER HOUR.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

**MOTION MADE BY MR. STAPLES AND SECONDED BY MR. ZEIGLER TO APPROVE ADVERTISING FOR AN ADDITIONAL AIS INSPECTOR**. When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried. Mayor Allen, Manhattan Beach, requested from the council approval for Manhattan Beach’s Deputy Clerk to shadow Ms. Raph and observe the use of CTAS system.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. STAPLES TO APPROVE SUPPORT FOR MANHATTAN BEACH DEPUTY CLERK.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

Ms. Raph would like to attend Sourcewell Conference in February and the MCFOA Conference in St. Cloud in March.

**MOTION MADE BY MR. STAPLES AND SECONDED BY MR. BRADLEY TO APPROVE MS. RAPH TO ATTEND THE SOURCEWELL CONFERENCE, FEBRUARY 14TH IN STAPLES, AND THE MCFOA CONFERENCE IN ST. CLOUD MARCH 19TH - 22ND INCULDING WAGE, MILAGE AND HOTEL.** When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

City offices will be closed on Monday, February 19th for President’s Day.

Unfinished Business: **MOTION MADE BY MR. BRADLEY AND SECONDED BY MR STAPLES TO APPROVE THE ADDITIONAL COST TO THE COMMUNITY CENTER TV OF $310.00**. When polled: Mr. Bradley, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Ms. Buchite absent) (Ms. Radman absent) Motion carried.

Adjourn: MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. STAPLES TO ADJOURN. Meeting adjourned at 8:15 pm.

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Jessica Istvanovich, Deputy Clerk