

Regular Meeting of Lake Shore City Council
Monday, November 24, 2025
6:00 PM Lake Shore City Hall

Mayor Andy Stewart called the November 24, 2025 Regular City Council meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Attendance: Mayor Andy Stewart; Council Members: Wayne Anderson, Vern Gevik, and Darcy Peterson; City Attorney Tom Pearson; City Engineer Alex Bitter; Police Chief Mike Heldt; City Clerk/Administrator Laura Fussy; and Deputy Clerk Kathy Johansen were present. Absent was Council Member Henry Cote. The audience included Nicole Hausmann Sourcewell, and Seth Landon. A quorum was present, and the City Council was competent to conduct business.

APPROVAL OF MINUTES

MOTION BY DARCY PETERSON AND SECONDED BY VERN GEVIK TO APPROVE THE OCTOBER 27, 2025, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. MOTION PASSED.

REPORTS

Police Report – Police Chief Mike Heldt

Incident Report – In October 2025 there were 81 incidents in the city. There were 36 traffic-related incidents and 45 were miscellaneous department activity.

October Fire Report – The October Nisswa Fire Department report was included for review.

Mayor's Report – Andy Stewart shared he completed an online cyber security training course through the League of Minnesota Cities.

Mayor Stewart mentioned receipt of an email from the Mayor of Crosslake requesting the City of Lake Shore sign onto a complaint. Mayor Stewart requested guidance on how to proceed with the request and suggested sharing the email with the Council Members for their input.

Council Members agreed to review the email and reply to the email with individual responses.

Clerk/Treasurer's Report – Kathy Johansen

Financials – MOTION BY WAYNE ANDERSON AND SECONDED BY DARCY PETERSON TO APPROVE THE OCTOBER FINANCIALS AS PRESENTED (CLAIM NUMBERS 43080 THRU 43133 AND NON-CHECK CLAIMS LISTED TO THE ATTACHED REPORT – TOTAL \$94,270.18). MOTION PASSED.

Pay Bills – MOTION BY VERN GEVIK AND SECONDED BY WAYNE ANDERSON TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 43128 THRU 43212; AND CLAIMS 1609 THRU 1622 – TOTAL – \$109,848.13). MOTION PASSED.

Clerk/Administrator – Laura Fussy

Holiday Schedule – The City Council has typically met at a half hour prior to the regular start time of the December meeting to enjoy a short holiday gathering with the public invited. The gathering will be noticed but no public business will be conducted. The regular City Council meeting on December 15th will then begin

at 6 pm. The employees are requesting to be closed December 24th through December 26th for the Christmas holiday and January 1st for the New Year holiday.

MOTION BY WAYNE ANDERSON AND SECONDED BY VERN GEVIK TO APPROVE THE HOLIDAY SCHEDULE AS PRESENTED. MOTION PASSED.

2026 City Council Dates/Holiday Closure Schedule –

Laura Fussy presented the Council Dates and Holiday Closure Schedule for 2026.

MOTION BY VERN GEVIK AND SECONDED BY WAYNE ANDERSON TO APPROVE THE 2026 CITY COUNCIL DATES/HOLIDAY CLOSURE SCHEDULE AS PRESENTED. MOTION PASSED.

Laura Fussy shared an update that the City received the grant from Sourcewell and have purchased some Toolcat attachments, sewer safety grates, a generator for City Hall, and tablets should be arriving next month for the Council Members to use at meetings.

Planning Commission – Darcy Peterson

Appeal of Variance – Smith, Michael

Nicole Hausmann stated Seth Landon will be speaking to appeal the decision made by the Planning Commission/Board of Adjustments at last month's meeting.

Seth Landon presented the lot parameters in relation to current zoning regulations and stated they are not trying to do anything out of the ordinary, but simply trying to get the house built. Seth shared that no hardship was created by the owner, and they want to work within the statutes. Seth stated the 30-foot-wide home is a reasonable and proportional use of the property.

Mayor Stewart shared that neighbors to the property attended the October Public Hearing on the Variance and voiced their opposition to the Planning Committee approving the Variance and there was no representation from the owner.

Further discussion continued regarding the build plan in relation to the size of the lot.

MOTION BY ANDY STEWART AND SECONDED BY WAYNE ANDERSON TO AFFIRM THE PLANNING COMMISSION/BOARD OF ADJUSTMENT'S VARIANCE DENIAL BASED ON THE FINDINGS FOR DENIAL. MOTION PASSED.

Ordinance 02-2025 – Regulating Cannabis –

Nicole Hausmann presented a brief overview for regulating cannabis businesses.

Further discussion continued regarding a limit of three businesses allowed in Cass County.

MOTION BY DARCY PETERSON AND SECONDED BY WAYNE ANDERSON TO APPROVE REGULATING CANNABIS ORDINANCE 02-2025 AS PRESENTED. MOTION PASSED.

Ordinance 03-2025 – Amending City Zoning Ordinance –

MOTION BY WAYNE ANDERSON AND SECONDED BY VERN GEVIK TO APPROVE AMENDING THE CITY ZONING ORDINANCE 03-2025 AS PRESENTED. MOTION PASSED.

2026 Planning Commission Calendar – Nicole Hausmann provided the 2026 Planning Commission Calendar for review.

2026 Proposed Fee Schedule – Nicole Hausmann presented the 2026 Fee Schedule noting the fees are based on ground cover by square feet.

Discussion followed regarding the fee schedule.

October Permit Summary – The October Permit Summary was included for review.

Wastewater/Road Committee – Wayne Anderson turned the Pebble Beach Road update over to Alex Bitter.

Pebble Beach Road Update – Alex Bitter shared that Widseth and the Road/Wastewater Committee met at Pebble Beach Road to look at outlets and pipes and identified problematic areas. Alex mentioned potentially splitting the road into segments and possibly raise the north half and put an overlay on the south half. Alex feels there is a good game plan moving forward and the next task at hand would be to talk about how to pay for the project.

Proposal for 2026 Road Improvement Projects – Alex Bitter presented the 2026 Street Improvement Proposal noting it's very similar to last year's projects.

MOTION BY WAYNE ANDERSON AND SECONDED BY DARCY PETERSON TO APPROVE THE PROPOSAL FOR 2026 ROAD IMPROVEMENT PROJECTS AS PRESENTED. MOTION PASSED.

Wastewater Monthly Report – Pequot Lakes – The operations report for November was included for review.

October Minutes – The October minutes were included for review.

Park and Recreation Committee – Henry Cote was absent.

Trail 77 –

Recommendation for Award – Gull Lake Trail Phase 4A Boardwalk Procurement – Alex Bitter shared that two bids were received with a sizeable difference in the bids. Koschak Enterprises and MN Boardwalks were the two bidders. Alex reviewed the bids and recommended Koschak Enterprises be awarded the contract.

Discussion continued regarding the bid differences and material options available for the boardwalk.

Mayor Stewart mentioned work needing to be done over the winter included pushing cattails down into the water so it will freeze.

Alex Bitter explained that Widseth had budgeted higher for this portion of the project and this is only materials. The contractor bid to install it is the wild card.

MOTION BY VERN GEVIK AND SECONDED BY DARCY PETERSON TO APPROVE THE AWARD OF THE GULL LAKE TRAIL PHASE 4A BOARDWALK PROCUREMENT CONTRACT TO KOSCHAK ENTERPRISES FOR THE ALUMINUM BOARDWALK IN THE AMOUNT OF \$397,745.00. MOTION PASSED.

Personnel – Andy Stewart/Wayne Anderson/Darcy Peterson

Mike Heldt, Police Chief – 6 Month Review and Recommendation – Mayor Stewart shared that Mike's six-month review was held.

Laura Fussy stated with a good review, a step increase from Step 3 to Step 4 would be recommended.

MOTION BY VERN GEVIK AND SECONDED BY WAYNE ANDERSON TO APPROVE THE ACCEPTANCE OF MIKE HELDT'S SIX MONTH REVIEW AND STEP INCREASE AS PRESENTED. MOTION PASSED.

City Attorney – Gammello - Pearson – Tom Pearson stated work has begun on the easement process.

City Engineer – Widseth – Alex Bitter had nothing to report.

OLD BUSINESS – There was no old business.

NEW BUSINESS –

Resolution 2025-11-01 – SS4A Grant-Funded Brainerd Lakes Area Vulnerable Users Plan

Laura Fussy presented Resolution 2025-11-01 – SS4A Grant-Funded Brainerd Lakes Area Vulnerable Users Plan. Laura stated this is to reaffirm the City of Lake Shore's commitment to administer the plan with the goal of reducing serious injuries on our local roads.

MOTION BY DARCY PETERSON AND SECONDED BY WAYNE ANDERSON TO APPROVE RESOLUTION 2025-11-01 – SS4A GRANT-FUNDED BRAINERD LAKES AREA VULNERABLE USERS PLAN PARTICIPATION AS PRESENTED. MOTION PASSED.

ANNOUNCEMENTS/PUBLIC FORUM – There was no public forum or announcements.

MOTION BY WAYNE ANDERSON AND SECONDED BY VERN GEVIK TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF NOVEMBER 24, 2025, AT 7:08 PM. MOTION PASSED.

Transcribed by Kathy Johansen
Lake Shore Deputy Clerk