

AGENDA
Regular Meeting of Lake Shore City Council
Monday, June 22, 2026
6:00 PM Lake Shore City Hall

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

- Minutes for Regular City Council Meeting of May 26, 2026 (*Council Action: Approve or Disapprove as presented*)

REPORTS

Police/Fire Report – Chief Mike Heldt

- Incident Report
- May Fire Department Report
- Police Officer Background Checks (*Council Action: Approve or Disapprove as presented*)
- MN Joint Powers Agreement (*Council Action: Approve or Disapprove as presented*)

Mayor's Report – Andy Stewart

Clerk/Treasurer's Report – Kathy Johansen

- Financials (*Council Action: Approve or Disapprove as presented*)
- Pay Bills (*Council Action: Approve or Disapprove as presented*)

Clerk/Administrator – Laura Fussy

- Approval of Election Judges (*Council Action: Approve or Disapprove as presented*)
- Waiver of Tort Liability (*Council Action: Approve or Disapprove as presented*)
- 2025 Population Estimate

Planning & Zoning Commission – Darcy Peterson

- New/Updated Permit Applications (*Council Action: Approve or Disapprove as presented*)
- May Minutes & Permit Summary

Wastewater/Road Committee – Wayne Anderson

- Pebble Beach Road Meeting/Notice (*Council Action: Approve or Disapprove as presented*)
- County Road 107 Easement Request
- Ridge Road Maintenance Update
- Wastewater Monthly Report – Pequot Lakes
- May Minutes

Park and Recreation Committee – Henry Cote

Building & Grounds Committee – Vern Gevik

- May Minutes

Trail 77

Personnel – Andy Stewart/Darcy Peterson

City Attorney – Gammello - Pearson – Tom Pearson

City Engineer – Widseth – Alex Bitter

- Capital Improvement Plan/2027 Project Update
- Esther Lane Water Service Repair Update

OLD BUSINESS

NEW BUSINESS

- Request to hold Town Hall Meeting at City Hall (*Council Action: Approve or Disapprove as presented*)

ANNOUNCEMENTS/PUBLIC FORUM

ADJOURNMENT

MINUTES
Regular Meeting of Lake Shore City Council
Tuesday, May 26, 2026
6:00 PM Lake Shore City Hall

Mayor Andy Stewart called the May 26, 2026, Regular City Council meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Attendance: Mayor Andy Stewart; Council Members: Henry Cote, Vern Gevik, Darcy Peterson and Wayne Anderson. City Engineer Alex Bitter; Police Chief Mike Heldt; and Deputy Clerk Kathy Johansen were present. Absent was Clerk Administrator Laura Fussy and City Attorney Tom Pearson. The audience included Nancy Vogt, Pine and Lakes Echo Journal.

A quorum was present, and the City Council was competent to conduct business.

APPROVAL OF MINUTES

MOTION BY VERN GEVIK AND SECONDED BY DARCY PETERSON TO APPROVE THE BOARD OF APPEAL AND EQUALIZATION APRIL 7, 2026, MEETING MINUTES. MOTION PASSED.

MOTION BY WAYNE ANDERSON AND SECONDED BY DARCY PETERSON TO APPROVE THE APRIL 27, 2026, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. MOTION PASSED.

REPORTS

Police Report – Police Chief Mike Heldt presented the Incident Report and the April Fire Report. Chief Heldt mentioned there were three applicant interviews for the open Police Department position prior to the Council Meeting and the results of those interviews will be in process.

Incident Report – In April 2026 there were 65 incidents in the city. There were 31 traffic-related incidents and 34 were miscellaneous department activity.

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

Mayor's Report – Andy Stewart had nothing to report.

Deputy Clerk/Treasurer's Report – Kathy Johansen

Crow Wing Auto Body Preliminary Estimate – Kathy Johansen referenced damage to Roger Olmscheid's personal pickup truck that was used for crack sealing in April. After receiving two estimates on the repair of the truck, it is recommended the Council approve the payment for the expense incurred for the damage in the amount of \$1,815.45 be paid to Crow Wing Auto Body upon completion of the repair.

MOTION BY WAYNE ANDERSON AND SECONDED BY HENRY COTE TO APPROVE THE ESTIMATE OF \$1,815.45 TO BE PAID TO CROW WING AUTO BODY UPON COMPLETION OF THE TRUCK REPAIR. MOTION PASSED.

Citizen Complaint #5142026 – Kathy Johansen shared a resident complaint regarding the headstones at the cemetery becoming damaged from the watering of the cemetery and is requesting Council guidance in seeking a possible solution to the issue.

Council Members suggested Roger Olmscheid, Maintenance Supervisor, investigate the cost of putting a water purifying system on the sprinkler system at the cemetery.

Financials – MOTION BY WAYNE ANDERSON AND SECONDED BY DARCY PETERSON TO APPROVE THE APRIL FINANCIALS AS PRESENTED (CLAIM NUMBERS 43454 THRU 43486 AND NON-CHECK CLAIMS LISTED ON THE ATTACHED REPORT – TOTAL \$58,640.29). MOTION PASSED.

Pay Bills – MOTION BY DARCY PETERSON AND SECONDED BY WAYNE ANDERSON TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 43476 THRU 43550; AND CLAIMS 1709 THRU 1722 – TOTAL – \$266,624.70). MOTION PASSED.

City Clerk/Administrator – Laura Fussy was absent.

Planning & Zoning Commission – Darcy Peterson referenced the April Permit Summary.

Permit Summary – Provided for review.

Wastewater/Road Committee – Wayne Anderson referenced the invoice from Ideal Construction that was overdue.

Ideal Construction Invoice – Alex Bitter explained the overdue invoice was for the Dettbarn repair that replaced the culvert, and Ideal Construction came in and made the road drivable and safer and then they cleaned everything up.

MOTION BY VERN GEVIK AND SECONDED BY WAYNE ANDERSON TO PAY THE PAST DUE INVOICE TO IDEAL CONSTRUCTION IN THE AMOUNT OF \$600 FOR DETTBARN ROAD WORK. MOTION PASSED.

April Minutes

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

Park and Recreation Committee – Henry Cote shared that he was unable to attend the last Parks and Rec Committee meeting, but when received, he would relay the information that was discussed at the meeting on the landing.

Building & Grounds Committee – Vern Gevik shared that the committee has been meeting to look at things in the existing building that need repairing immediately and then anything over and above six months. The committee has been gathering quotes and details about costs to address the condition of the existing building. Widseth is preparing a proposal to help move forward with either planning a new construction on the current site or on the 78th site.

Vern Gevik shared that Widseth mentioned the project could be done as soon as one year and if that would be an issue in relation to the original timeline of two to three years.

Mayor Stewart stated that a game plan needed to be established in reference to the costs involved in continuing to use the current building.

March Minutes

April Minutes

Trail 77 –

Gull Lake Trail Phase 4A Change Order – Alex Bitter shared that due to the weather quickly changing, no work was done on installing the floating boardwalk. The contractor is requesting rent be paid for storage of the boardwalk until it is time to be installed. Alex mentioned trying to find a comparable cost to what has been done on other projects. Alex mentioned clearing will be starting tomorrow. After clearing, walls will go in. Widseth is still waiting on the archeological licensing for observation.

MOTION BY HENRY COTE AND SECONDED BY WAYNE ANDERSON TO APPROVE THE GULL LAKE TRAIL PHASE 4A CHANGE ORDER NO. 2. MOTION PASSED.

Personnel – Andy Stewart/Darcy Peterson – Mayor Stewart referenced interviewing the three candidates for the Police Department position.

City Attorney – Gammello - Pearson – Tom Pearson was absent.

City Engineer – Widseth – Alex Bitter

Esther Lane Water Service Repair – Alex Bitter shared the background story on a city sewer project done two years ago on Esther Lane. The electric bills for the properties on Esther Lane were high after the project ended and when a leak came to the surface, a dime sized hole in the line was discovered. Alex Bitter shared that the residents felt that Tom Thompsons crew damaged the water service because they hit the main and fixed it and then and then they nicked the water service and didn't see it in time, so the residents are requesting the city pay the invoice as the original service repair was a city project. The work is beyond the warranty period. Alex Bitter explained that Tom Thompson put in septic products right next to the water lines.

Further discussion continued regarding the Esther Lane repair.

Alex Bitter recommended bringing City Attorney, Tom Pearson, into this decision. Alex will also be going back through the daily reports to find out if anything was noted.

OLD BUSINESS – There was no old business.

NEW BUSINESS – There was no new business.

ANNOUNCEMENTS/PUBLIC FORUM –

American Flag Donation – Darcy Peterson presented a flag donated by her family to the City of Lake Shore to be placed in the Council Meeting Room replacing the aged flag currently in use.

MOTION BY WAYNE ANDERSON SECONDED BY HENRY COTE TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF MAY 26, 2026, AT 6:42 PM. MOTION PASSED.

Transcribed by Kathy Johansen
Lake Shore Deputy Clerk

Lake Shore Police Department
Monthly Activity Report

May 2026

36 Traffic Related Incidents:

Traffic warnings:	27
MV accidents:	1
ATV complaint:	3
ATV accident w/injuries:	1
Driving complaint:	2
Boat complaint:	1
Roadway Hazard:	1

51 Misc Calls for Service:

Alarms:	3
911 hang up:	1
Fire/grass:	1
Medicals:	14
Property damage:	2
Domestic Dispute:	4
Harassment:	5
Fraud:	1
Animal Complaint:	3
Public assist:	5
Suspicious activity:	5
Agency assist:	1
General information:	6

Total Incidents: 87

Nisswa Fire Department Report

May 2026

Training for this month included engine operations training which focused on speed, precision and agility when arriving on scene to a call. This training engaged firefighters in prioritizing order of operations on assembling a hose line, attaching appropriate nozzles/couplings, and pumping off of each vehicle. While spraying the hose, firefighters worked on nozzle control and spray patterns to focus on either moving or knocking over cones. Firefighters worked in crews against each other as a race for this training. The second training was focused on utilizing ground ladders, throwing ground ladders as a single individual/team, and hoisting tools. Firefighters practiced with extension ladders and knot tying. Both trainings were instructed by Fire Inc.

Activities for this month included volunteering at the Run for the Lakes Event for traffic/intersection control, a presentation for the Nisswa Elementary School Pre-Schoolers and their parents for summer safety, and participated at the Nisswa American Legion Memorial Day Service. Firefighters wore their Class A uniforms to this event.

The Nisswa Fire Department was paged for mutual aid and provided further aid for the Flanders Fire. We were proud to serve next to numerous local and statewide fire departments, the Minnesota DNR, and other responding parties.

Call Breakdown:

Medical Calls	46
Structure Fire Calls/Vehicle Fire	2
Grass Fire/Brush Fire	4
Gas Leak/Odor	0
Power line down	1
Motor Vehicle Accidents	1
Carbon Monoxide/Smoke Detector	2
Rescue/Special Event	0
Cancelled en route	6
Total:	62 total

Lake Edward Township: 17 calls

City of Nisswa: 27 calls

Lake Shore: 15 calls

Pelican Township: 0 calls

Mutual Aid: 3 calls

Chief Bailey 218-851-2825

Staff Report

Date: 6-11-26

Item: Background

From: Chief Mike Heldt

The Lake Shore Police Department has received three backgrounds for full time and part time police officer positions. All three have been through the interview process. Sheriff Bryan Welk has agreed to conduct the three backgrounds for the city at no charge.

I would like to move forward to the hiring process for all three candidates pending completion of their backgrounds.

The three candidates are:

1. Quinten Kocak-for full time officer
2. Robert Depoali-requested part time officer
3. Logan Cherne-part time officer

With the hiring of all three candidates this will get the police department back to full staff.

Will need a motion to hire pending the completion of the three backgrounds.

Staff Report

Date: 5-26-2026

Item: MN Joint Powers Agreement

From: Chief Mike Heldt

The City of Lake Shore has been in an agreement with the State of Minnesota, Department of Public Safety (DPS) and Bureau of Criminal Apprehension (BCA) to use systems and tools available over the State's criminal justice data communications network for which the City is eligible every five years. Per MN State Statue 471.59, under the contract will allow the police department to continue to use and access the Criminal Justice Information System (CJIS). The contract cost is \$600 per year, totaling \$3,000 for the five year contract. Our contract is about to end and will need approval from City Council to continue the contract for another five years.

RESOLUTION NO. 2026-5-26

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS
AGREEMENT WITH THE CITY OF LAKE SHORE ON BEHALF OF ITS POLICE
DEPARTMENT**

WHEREAS, the City of Lake Shore on behalf of its Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

NOW, THEREFORE, BE IT RESOLVED by the City Council of Lake Shore, Minnesota as follows:

1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Lake Shore on behalf of its Police Department, are hereby approved. A Copy of the Joint Powers Agreement is attached to this Resolution and made a part of it.
2. That the Chief of Police, Michael W. Heldt, or his or her successor, is designated the Authorized Representative for the Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.
3. That Andrew Stewart, the Mayor for the City of Lake Shore, and Laura Fussy, the City Clerk, are authorized to sign the State of Minnesota Joint Powers Agreements.

Passed and Adopted by the Council on this 22 day of June, 2026.

Andrew Stewart, Its Mayor

Laura Fussy, Its City Clerk

For the Period : 5/1/2026 To 5/31/2026

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$1,298,474.70	\$201,988.85	\$424,568.83	\$1,075,894.72	\$0.00	\$84,692.35	\$1,160,587.07
Corona Virus Relief Funds	\$95,820.61	\$0.00	\$0.00	\$95,820.61	\$0.00	\$0.00	\$95,820.61
LSPD Administrative Fines	\$17,804.43	\$0.00	\$0.00	\$17,804.43	\$0.00	\$0.00	\$17,804.43
P&Z Penalties	\$18,900.00	\$0.00	\$0.00	\$18,900.00	\$0.00	\$0.00	\$18,900.00
American National CD - 1	\$749,777.30	\$0.00	\$0.00	\$749,777.30	\$0.00	\$0.00	\$749,777.30
Pohl Road Assessments	\$43,731.56	\$0.00	\$0.00	\$43,731.56	\$0.00	\$0.00	\$43,731.56
Robinhood Way Assessments	\$68,507.31	\$0.00	\$0.00	\$68,507.31	\$0.00	\$0.00	\$68,507.31
Debt Service 2020A	(\$377,207.57)	\$0.00	\$0.00	(\$377,207.57)	\$0.00	\$0.00	(\$377,207.57)
Municipal State Aid Streets - Construction	\$1,612.50	\$0.00	\$0.00	\$1,612.50	\$0.00	\$0.00	\$1,612.50
Park Dedication Fee	\$15,950.00	\$0.00	\$0.00	\$15,950.00	\$0.00	\$0.00	\$15,950.00
Sewer Capital Projects	\$85,831.11	\$0.00	\$0.00	\$85,831.11	\$0.00	\$0.00	\$85,831.11
Trail - Dedicated Matching Funds	\$295,846.52	\$0.00	\$0.00	\$295,846.52	\$0.00	\$0.00	\$295,846.52
Sewage Collection and Disposal	\$140,730.85	\$332.65	\$26,789.43	\$114,274.07	\$0.00	\$7,461.25	\$121,735.32
American National CD - 2	\$24,790.76	\$0.00	\$0.00	\$24,790.76	\$0.00	\$0.00	\$24,790.76
Total	\$2,480,570.08	\$202,321.50	\$451,358.26	\$2,231,533.32	\$0.00	\$92,153.60	\$2,323,686.92

Fund Name:		All Funds					
Date Range:		05/01/2026 To 05/31/2026					
Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
05/11/2026	A. W. RESEARCH LABORATORIES, INC.	43489	MAR 2026 & APR 2026 INV 77437 & 78047	N	Sanitary Sewer Maintenance	602-43252-302-	\$ 1,340.30
	Total For Check	43489					\$ 1,340.30
05/11/2026	CASS COUNTY AUDITOR - TREASURER	43490	2026 Property Tax-Property ID 90-437-1534	N	Other General Government	100-41901-444-	\$ 86.00
	Total For Check	43490					\$ 86.00
05/11/2026	CASS COUNTY ATTORNEY'S OFFICE	43491	MAR 2026 1/3 OF FINES	N	Police	100-42101-300-	\$ 11.11
	Total For Check	43491					\$ 11.11
05/11/2026	NISSWA FIRE DEPARTMENT	43492	1ST HALF CONTRACT PMT 2026	N	Fire Fighting	100-42220-415-	\$ 59,384.00
	Total For Check	43492					\$ 59,384.00
05/11/2026	NISSWA FIREMANS RELIEF ASSOCIATION	43493	1ST HALF FIREMANS RELIEF 2026	N	Fire Fighting	100-42220-415-	\$ 2,408.00
	Total For Check	43493					\$ 2,408.00
05/11/2026	CULLIGAN	43494	RENTAL SVC INV 150X02600401	N	Other General Government	100-41901-211-	\$ 10.50
	Total For Check	43494					\$ 10.50
05/11/2026	COLUMN SOFTWARE PBC	43495	PCBOA MTG PUBLIC NOTICE; GEN PUBLIC NOTICE	N	Other General Government	100-41901-354-	\$ 36.64
	Total For Check	43495			Planning and Zoning Office	100-41911-351-	\$ 95.04
							\$ 131.68
05/11/2026	CIRCLE K / HOLIDAY	43496	FUEL - INV 111202270 (PD) & INV 111202379 (PW)	N	Automotive Services	100-42152-212-	\$ 482.53
	Total For Check	43496			Public Works General	100-43001-212-	\$ 179.14
							\$ 661.67
05/11/2026	FYLES SATELLITES INC	43497	INV 15422 PORTABLE RESTROOMS	N	Park Areas	100-45202-300-	\$ 410.00
	Total For Check	43497					\$ 410.00
05/11/2026	API GARAGE DOOR INC	43498	iNSTALL WEATHER STRIPPING ON EXTERIOR DOORS	N	General Government Buildings and Plant	100-41940-401-	\$ 750.00
	Total For Check	43498					\$ 750.00

Fund Name: All Funds

Date Range: 05/01/2026 To 05/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
05/11/2026	GAMMELLO & PEARSON, PLLC	43499	PZ/TRL/RET STMT 111394 ACCT 70581-002m	N	Purchasing	100-41570-514-	\$ 165.00
		43499			Other General Government	100-41901-304-	\$ 600.00
		43499			Planning and Zoning Office	100-41911-305-	\$ 225.00
	Total For Check	43499					\$ 990.00
05/11/2026	GOPHER STATE ONE-CALL INC	43500	BILLABLE TICKETS INV 6040531 & 6030530	N	Sanitary Sewer Maintenance	602-43252-300-	\$ 24.30
	Total For Check	43500					\$ 24.30
05/11/2026	IMPRINTS LABEL & DECAL	43501	INV 26558 - GOLF CART PERMITS	N	Other General Government	100-41901-354-	\$ 320.00
	Total For Check	43501					\$ 320.00
05/11/2026	JON H. SETTERGREN	43502	WORK W/ROGER 9 HOURS @ \$29.2	N	Public Works General	100-43001-300-	\$ 262.80
	Total For Check	43502					\$ 262.80
05/11/2026	JAMIE HELDT	43503	MILEAGE-EASTER EGG HUNT SUPPLIES	N	Other General Government	100-41901-491-	\$ 87.00
	Total For Check	43503					\$ 87.00
05/11/2026	LAMS.INC	43504	INV 74438 & 74439 SIGNS	N	General Government Buildings and Plant	100-41940-310-	\$ 73.92
	Total For Check	43504					\$ 73.92
05/11/2026	NCPERS GROUP LIFE INS.	43505	GRP LIFE INSURANCE-UNIT 571200 INV 57120052026	N	Chief of Police	100-42111-101-	\$ 16.00
	Total For Check	43505					\$ 16.00
05/11/2026	NISSWA AUTOMOTIVE	43506	INV IO13771,IO13824,IO13842,IO13 749,IO14086	N	Automotive Services	100-42152-217-	\$ 985.86
	Total For Check	43506					\$ 985.86
05/11/2026	NORTHLAND SEPTIC MAINTENANCE INC	43507	SEPTIC MAINT INV 30886,30479,30645	N	Sewage Collection and Disposal	602-43250-300-	\$ 1,035.00
	Total For Check	43507					\$ 1,035.00
05/11/2026	NORTHLAND SEPTIC MAINTENANCE INC	43508	SEPTIC MAINT INV 30649	N	Sewage Collection and Disposal	602-43250-300-	\$ 1,110.00
	Total For Check	43508					\$ 1,110.00

Fund Name: All Funds

Date Range: 05/01/2026 To 05/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
05/11/2026	ON SYSTEMS INC	43509	MGD SVC PLAN & MICROSOFT 365 INV 12832 & 12738	N	Other General Government	100-41901-415-	\$ 1,353.98
	Total For Check	43509					\$ 1,353.98
05/11/2026	CITY OF PEQUOT LAKES	43510	MTHLY WW OPERATIONS INV 2578,2572,2571,2587	N	Sanitary Sewer Maintenance	602-43252-300-	\$ 7,461.25
	Total For Check	43510					\$ 7,461.25
05/11/2026	RARDIN EXCAVATING INC	43511	TRUCK,PLOW & SANDER, SALT SAND, TREE TRIM	N	Ice and Snow Removal	100-43125-224-	\$ 2,015.00
	Total For Check	43511					\$ 6,592.50
							\$ 8,607.50
05/11/2026	QUALITY FLOW SYSTEMS, INC.	43512	INV 50860 - 37415 CAUSEWAY	N	Sewer Utilities - Sewer Lift Stations	602-49470-310-	\$ 15,255.00
	Total For Check	43512					\$ 15,255.00
05/11/2026	QUINTEN KOCAK	43513	USE OF ATV FOR PARK MAINT W/ROGER	N	Park Areas	100-45202-300-	\$ 175.00
	Total For Check	43513					\$ 175.00
05/11/2026	S-N-K CAR WASH & OIL CHANGE	43514	INV 72322 & 72358 - OIL CHANGE	N	Automotive Services	100-42152-217-	\$ 138.28
	Total For Check	43514					\$ 138.28
05/11/2026	SCHAEFERS FOODS	43515	Coffee INV5999 TOILET CLEANER	N	Other General Government	100-41901-201-	\$ 6.78
	Total For Check	43515					\$ 6.78
05/11/2026	SOURCEWELL	43516	PZ SVC INV00005856 & 00006020	N	Planning and Zoning	100-41910-300-	\$ 4,530.00
	Total For Check	43516					\$ 4,530.00
05/11/2026	CHARTER COMMUNICATIONS	43517	ACCT 175599201 - Inv 175599201030126	N	Other General Government	100-41901-321-	\$ 251.04
	Total For Check	43517					\$ 251.04
05/11/2026	THE LINCOLN NATIONAL LIFE INS. CO.	43518	ACCT ATCLSHORE-BL-1558002 PREMIUM PYMTS	N	City Administrator	100-41350-133-	\$ 69.80
	Total For Check	43518			Chief of Police	100-42111-133-	\$ 85.88
							\$ 155.68

Fund Name: All Funds

Date Range: 05/01/2026 To 05/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
05/11/2026	TASC	43519	IN3731503 ADMIN FEE 4104-7329-2671	N	Other General Government	100-41901-415-	\$ 28.30
Total For Check		43519					\$ 28.30
05/11/2026	TERI HASTINGS	43520	INV 1000 TRAIL WORK/CITY PZ 1/2026-3/31/2026	N	Planning and Zoning	100-41910-300-	\$ 900.00
Total For Check		43520					\$ 900.00
05/11/2026	VERIZON WIRELESS	43521	ACCT 486724156-00002 INV 6139720682	N	Communication Services	100-42151-321-	\$ 38.41
Total For Check		43521					\$ 38.41
05/11/2026	US BANK EQUIPMENT FINANCE	43522	RICOH COPIER CONTRACT INV 581203577	N	Other General Government	100-41901-415-	\$ 625.30
Total For Check		43522					\$ 625.30
05/11/2026	WASTE PARTNERS INC.	43523	TRASH REMOVAL INV 64x00992	N	General Government Buildings and Plant	100-41940-384-	\$ 230.37
Total For Check		43523					\$ 230.37
05/11/2026	W. W. GOETTSCH ASSOCIATES, INC.	43524	INV 116386 SS SINGLE HOOKS	N	Sanitary Sewer Maintenance	602-43252-310-	\$ 138.00
Total For Check		43524					\$ 138.00
05/11/2026	XCEL ENERGY	43525	ACCT 51-6575479-0 STMT 973234191	N	General Government Buildings and Plant	100-41940-383-	\$ 283.47
Total For Check		43525					\$ 283.47
05/11/2026	WIDSETH SMITH NOLTING & ASSOC. INC.	43526	INV#S 244796,244643,244627,244642, 244644	N	Purchasing	100-41570-409-	\$ 1,655.64
Total For Check		43526					\$ 1,655.64
05/11/2026	WIDSETH SMITH NOLTING & ASSOC. INC.	43527	INV#S 244185,244186,244187	N	Purchasing	100-41570-409-	\$ 16,506.25
Total For Check		43527					\$ 16,506.25
05/11/2026	NISSWA HARDWARE	43528	ANTI-FREEZE, HARD HAT, APRON, GLOVES	N	Public Works General	100-43001-213-	\$ 229.97
Total For Check		43528					\$ 229.97

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		43528				100-43001-221-	\$ 53.97
		Total For Check 43528					\$ 283.94
05/13/2026	Payroll Period Ending 05/12/2026	43535	Payroll Period 4/29/26-5/12/26 PD 5/13/26	N	Council/Town Board	100-41110-101-	\$ 344.66
		Total For Check 43535					\$ 344.66
05/13/2026	Payroll Period Ending 05/12/2026	43536	Payroll Period 4/29/26-5/12/26 PD 5/13/26	N	Council/Town Board	100-41110-101-	\$ 349.16
		Total For Check 43536					\$ 349.16
05/13/2026	Payroll Period Ending 05/12/2026	43537	Payroll Period 4/29/26-5/12/26 PD 5/13/26	N	Council/Town Board	100-41110-101-	\$ 367.44
		Total For Check 43537					\$ 367.44
05/13/2026	Payroll Period Ending 05/12/2026	43538	Payroll Period 4/29/26-5/12/26 PD 5/13/26	N	Housekeeping/Grounds Maint	100-41942-101-	\$ 303.30
		Total For Check 43538					\$ 303.30
05/13/2026	Payroll Period Ending 05/12/2026	43539	Payroll Period 4/29/26-5/12/26 PD 5/13/26	N	Chief of Police	100-42111-101-	\$ 2,294.86
		Total For Check 43539					\$ 2,294.86
05/13/2026	Payroll Period Ending 05/12/2026	43540	Payroll Period 4/29/26-5/12/26 PD 5/13/26	N	Clerk	100-41425-101-	\$ 2,006.81
		43540			Planning and Zoning Office	100-41911-101-	\$ 54.24
		43540			Miscellaneous	100-49001-101-	\$ (0.01)
		43540			Sewer Administration	602-49495-101-	\$ 108.48
		Total For Check 43540					\$ 2,169.52
05/13/2026	Payroll Period Ending 05/12/2026	43541	Payroll Period 4/29/26-5/12/26 PD 5/13/26	N	Patrolman PT	100-42113-101-	\$ 818.05
		Total For Check 43541					\$ 818.05
05/13/2026	Payroll Period Ending 05/12/2026	43542	Payroll Period 4/29/26-5/12/26 PD 5/13/26	N	Public Works Employee	100-43010-101-	\$ 884.81
		Total For Check 43542					\$ 884.81
05/13/2026	Payroll Period Ending 05/12/2026	43543	Payroll Period 4/29/26-5/12/26 PD 5/13/26	N	Council/Town Board	100-41110-101-	\$ 329.16
		Total For Check 43543					\$ 329.16

Date	Vendor	Check #	Description	Void	Account Name	F-A-O-P	Total
05/13/2026	Payroll Period Ending 05/12/2026	43544	Payroll Period 4/29/26-5/12/26 PD 5/13/26	N	Mayor	100-41310-101-	\$ 374.20
Total For Check 43544							\$ 374.20
05/13/2026	STATE OF MINNESOTA PAYMENTS	DC051326	DC Payroll 4/29/26-5/12/26	N	City Administrator	100-41350-101-	\$ 50.00
		DC051326			Chief of Police	100-42111-101-	\$ 25.00
Total For Check DC051326							\$ 75.00
05/13/2026	TASC CLIENT SERVICES	FS051326	EMPLOYEE FLEX CONTR PYRL 10 of 26	N	City Administrator	100-41350-101-	\$ 130.76
		FS051326			Chief of Police	100-42111-101-	\$ 130.76
Total For Check FS051326							\$ 261.52
05/13/2026	STATE OF MINNESOTA PAYMENTS	HCSP051326	HCSP Payroll 4/29/26-5/12/26	N	City Administrator	100-41350-101-	\$ 150.00
		HCSP051326			Clerk	100-41425-101-	\$ 138.75
		HCSP051326			Planning and Zoning Office	100-41911-101-	\$ 3.75
		HCSP051326			Chief of Police	100-42111-101-	\$ 150.00
		HCSP051326			Sewer Administration	100-49495-101-	\$ 7.50
Total For Check HCSP051326							\$ 450.00
05/13/2026	IRS DEPOSIT (PAYROLL)	IRS051326	Payroll Period 4/29/26-5/12/26 Pd 5/13/26	N	Council/Town Board	100-41110-101-	\$ 65.37
		IRS051326				100-41110-122-	\$ 23.25
		IRS051326				100-41110-126-	\$ 22.12
		IRS051326			Mayor	100-41310-101-	\$ 5.80
		IRS051326				100-41310-126-	\$ 5.80
		IRS051326			Clerk	100-41425-101-	\$ 486.83
		IRS051326				100-41425-122-	\$ 176.41
		IRS051326				100-41425-126-	\$ 41.26
		IRS051326			Planning and Zoning Office	100-41911-101-	\$ 13.16
		IRS051326				100-41911-122-	\$ 4.77
		IRS051326				100-41911-126-	\$ 1.12
		IRS051326			Housekeeping/Grounds Maint	100-41942-101-	\$ 25.25
		IRS051326				100-41942-122-	\$ 20.46
		IRS051326				100-41942-126-	\$ 4.79
		IRS051326			Chief of Police	100-42111-101-	\$ 213.14
		IRS051326				100-42111-126-	\$ 44.34
		IRS051326			Patrolman PT	100-42113-101-	\$ 110.17
		IRS051326				100-42113-122-	\$ 60.45
		IRS051326				100-42113-126-	\$ 14.14
		IRS051326			Public Works Employee	100-43010-101-	\$ 193.19
		IRS051326				100-43010-122-	\$ 75.53

Fund Name: All Funds

Date Range: 05/01/2026 To 05/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		IRS051326			Miscellaneous	100-43010-126-	\$ 17.66
		IRS051326			Sewer Administration	100-49001-101-	\$ (0.06)
		IRS051326				602-49495-101-	\$ 26.32
		IRS051326				602-49495-122-	\$ 9.54
		IRS051326				602-49495-126-	\$ 2.23
		Total For Check					\$ 1,663.04
05/13/2026	MN DEPT OF REVENUE (PAYROLL TAXES)	MN051326	Payroll Period 4/29/26 -5/12/26 Pd 5/13/26	N	Council/Town Board	100-41110-101-	\$ 25.00
		MN051326			Clerk	100-41425-101-	\$ 144.60
		MN051326			Planning and Zoning Office	100-41911-101-	\$ 3.91
		MN051326			Chief of Police	100-42111-101-	\$ 100.02
		MN051326			Patrolman PT	100-42113-101-	\$ 42.49
		MN051326			Public Works Employee	100-43010-101-	\$ 55.69
		MN051326			Miscellaneous	100-49001-101-	\$ (0.01)
		MN051326			Sewer Administration	602-49495-101-	\$ 7.82
		Total For Check					\$ 379.52
05/13/2026	PUBLIC EMPLOYEES RETIREMENT ASSN	PERA051326	Payroll Period 4/29/26-5/12/26 Pd 5/13/26	N	Council/Town Board	100-41110-101-	\$ 37.50
		PERA051326			Mayor	100-41110-121-	\$ 37.50
		PERA051326				100-41310-101-	\$ 20.00
		PERA051326				100-41310-121-	\$ 20.00
		PERA051326				100-41425-101-	\$ 193.96
		PERA051326				100-41425-121-	\$ 223.80
		PERA051326			Planning and Zoning Office	100-41911-101-	\$ 5.24
		PERA051326			Chief of Police	100-41911-121-	\$ 6.05
		PERA051326				100-42111-101-	\$ 393.93
		PERA051326			Public Works Employee	100-42111-121-	\$ 590.90
		PERA051326				100-43010-101-	\$ 79.19
		PERA051326				100-43010-121-	\$ 91.37
		PERA051326			Miscellaneous	100-49001-101-	\$ 0.02
		PERA051326			Sewer Administration	602-49495-101-	\$ 10.48
		PERA051326				602-49495-121-	\$ 12.09
		Total For Check					\$ 1,722.03
05/14/2026	NATURAL RESOURCES MANAGEMENT, LLC	43545	GULL LAKE TRL EASEMENT PURCHASE-ERIC ANDERSON	N	Purchasing	100-41570-514-	\$ 950.00
		Total For Check					\$ 950.00
05/14/2026	ROGER OLMSCHIED	43546	REIMB USE OF PERSONAL PICKUP FOR CHIP SEALING	N	Highways, Streets & Roadways	100-43101-310-	\$ 300.00

Fund Name: All Funds

Date Range: 05/01/2026 To 05/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		<u>Total For Check</u>					<u>\$ 300.00</u>
05/20/2026	CHASE CARD SERVICES	CHASECC501: 43546	MAR/APR CC STATEMENT ACCT ENDING 5961	N	Other General Government	100-41901-201-	\$ 45.58
			CHASECC501:			100-41901-211-	\$ 367.43
			CHASECC501:			100-41901-322-	\$ 116.44
			CHASECC501:			100-41901-491-	\$ 1,434.34
			CHASECC501:		Chief of Police	100-42111-208-	\$ 394.37
			CHASECC501:		Patrolman PT	100-42113-208-	\$ 105.60
			CHASECC501:		Park Areas	100-45202-225-	\$ 375.39
		<u>Total For Check</u>	CHASECC501:				<u>\$ 2,839.15</u>
05/20/2026	DELTA DENTAL	DD050626	INSURANCE PREMIUM MAY 2026	N	City Administrator	100-41350-131-	\$ 161.31
		DD050626			Chief of Police	100-42111-131-	\$ 161.31
		<u>Total For Check</u>	DD050626				<u>\$ 322.62</u>
05/20/2026	STATE OF MINNESOTA-PFML	MNPFML040:	1ST QTR PFML PAYMENT 2026	N	Council/Town Board	100-41110-127-	\$ 32.56
		MNPFML040:			City Administrator	100-41350-127-	\$ 107.75
		MNPFML040:			Clerk	100-41425-127-	\$ 77.28
		MNPFML040:			Planning and Zoning Office	100-41911-127-	\$ 2.09
		MNPFML040:			Housekeeping/Grounds Maint	100-41942-127-	\$ 3.93
		MNPFML040:			Chief of Police	100-42111-127-	\$ 140.90
		MNPFML040:			Patrolman PT	100-42113-127-	\$ 40.90
		MNPFML040:			Public Works Employee	100-43010-127-	\$ 25.87
		MNPFML040:			Sewer Administration	602-49495-127-	\$ 4.18
		<u>Total For Check</u>	MNPFML040:				<u>\$ 435.46</u>
05/20/2026	ANB CHECKING ACCOUNT	TRF051526	TRANSFER FROM SAVINGS TO CHECKING ACCT	N	Transfer To Governmental Fund	100-49360-720-	\$ 200,000.00
		<u>Total For Check</u>	TRF051526				<u>\$ 200,000.00</u>
05/21/2026	MARK AND LIV ROSIN	43547	PURCHASE OF GULL LAKE TRAIL EASEMENTS	N	Purchasing	100-41570-514-	\$ 4,200.00
		<u>Total For Check</u>	43547				<u>\$ 4,200.00</u>
05/24/2026	LAWYER'S TITLE SERVICES, LLC	43548	GLT EASEMENT ACQUISITION FOR M. GOHMAN-RIVERSIDE DEVELOP GRP LLC-7673 INTERLACHEN RD	N	Purchasing	100-41570-514-	\$ 48,026.00
		<u>Total For Check</u>	43548				<u>\$ 48,026.00</u>

Fund Name: All Funds

Date Range: 05/01/2026 To 05/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
05/24/2026	BRENDEN WINES	43549	GLT EASEMENT ACQUISITION FOR B. WINES	N	Purchasing	100-41570-514-	\$ 10,700.00
		Total For Check 43549					\$ 10,700.00
05/24/2026	JEFFREY & SHEILA WINES	43550	GLT EASEMENT ACQUISITION FOR JEFF & SHEILA WINES	N	Purchasing	100-41570-514-	\$ 4,200.00
		Total For Check 43550					\$ 4,200.00
05/27/2026	Payroll Period Ending 05/26/2026	43551	Payroll Period 5/13/26-5/26/26 PD 5/27/26	N	Housekeeping/Grounds Maint	100-41942-101-	\$ 257.35
		Total For Check 43551					\$ 257.35
05/27/2026	Payroll Period Ending 05/26/2026	43552	Payroll Period 5/13/26-5/26/26 PD 5/27/26	N	Chief of Police	100-42111-101-	\$ 2,310.86
		Total For Check 43552					\$ 2,310.86
05/27/2026	Payroll Period Ending 05/26/2026	43553	Payroll Period 5/13/26-5/26/26 PD 5/27/26	N	Clerk	100-41425-101-	\$ 2,643.37
		43553			Planning and Zoning Office	100-41911-101-	\$ 71.44
		43553			Sewer Administration	602-49495-101-	\$ 142.89
		Total For Check 43553					\$ 2,857.70
05/27/2026	Payroll Period Ending 05/26/2026	43554	Payroll Period 5/13/26-5/26/26 PD 5/27/26	N	Patrolman PT	100-42113-101-	\$ 685.98
		Total For Check 43554					\$ 685.98
05/27/2026	Payroll Period Ending 05/26/2026	43555	Payroll Period 5/13/26-5/26/26 PD 5/27/26	N	Public Works Employee	100-43010-101-	\$ 667.12
		Total For Check 43555					\$ 667.12
05/27/2026	STATE OF MINNESOTA PAYMENTS	DC52726	DC Payroll 5/13/26-5/26/26	N	City Administrator	100-41350-101-	\$ 50.00
		DC52726			Chief of Police	100-42111-101-	\$ 25.00
		Total For Check DC52726					\$ 75.00
05/27/2026	TASC CLIENT SERVICES	FS52726	EMPLOYEE FLEX CONTR PYRL 11 of 26	N	City Administrator	100-41350-101-	\$ 130.76
		FS52726			Chief of Police	100-42111-101-	\$ 130.76
		Total For Check FS52726					\$ 261.52
05/27/2026	STATE OF MINNESOTA PAYMENTS	HCSP52726	HCSP Payroll 5/13/26-5/26/26	N	City Administrator	100-41350-101-	\$ 150.00
		HCSP52726			Clerk	100-41425-101-	\$ 138.75
		HCSP52726			Planning and Zoning Office	100-41911-101-	\$ 3.75

Fund Name: All Funds

Date Range: 05/01/2026 To 05/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
05/27/2026	IRS DEPOSIT (PAYROLL)	HCSP52726	Payroll Period 5/13/26-5/26/26 Pd 5/27/26	N	Chief of Police	100-42111-101-	\$ 150.00
		HCSP52726			Sewer Administration	100-49495-101-	\$ 7.50
		HCSP52726					\$ 450.00
05/27/2026	IRS DEPOSIT (PAYROLL)	IRS52726	Payroll Period 5/13/26-5/26/26 Pd 5/27/26	N	Clerk	100-41425-101-	\$ 793.98
		IRS52726				100-41425-122-	\$ 243.89
		IRS52726				100-41425-126-	\$ 57.04
		IRS52726			Planning and Zoning Office	100-41911-101-	\$ 21.46
		IRS52726				100-41911-122-	\$ 6.59
		IRS52726			Housekeeping/Grounds Maint	100-41911-126-	\$ 1.54
		IRS52726				100-41942-101-	\$ 21.42
		IRS52726				100-41942-122-	\$ 17.36
		IRS52726				100-41942-126-	\$ 4.06
		IRS52726			Chief of Police	100-42111-101-	\$ 213.14
		IRS52726			Patrolman PT	100-42111-126-	\$ 44.34
		IRS52726				100-42113-101-	\$ 79.73
		IRS52726				100-42113-122-	\$ 49.76
		IRS52726			Public Works Employee	100-42113-126-	\$ 11.64
		IRS52726				100-43010-101-	\$ 172.49
		IRS52726				100-43010-122-	\$ 58.75
		IRS52726				100-43010-126-	\$ 13.74
		IRS52726			Sewer Administration	602-49495-101-	\$ 42.91
		IRS52726				602-49495-122-	\$ 13.18
		IRS52726				602-49495-126-	\$ 3.08
		IRS52726					\$ 1,870.10
05/27/2026	MN DEPT OF REVENUE (PAYROLL TAXES)	MN52726	Payroll Period 5/13/26 -5/26/26 Pd 5/27/26	N	Clerk	100-41425-101-	\$ 213.80
		MN52726				100-41911-101-	\$ 5.78
		MN52726			Planning and Zoning Office	100-42111-101-	\$ 100.02
		MN52726			Chief of Police	100-42113-101-	\$ 33.26
		MN52726			Patrolman PT	100-43010-101-	\$ 42.15
		MN52726			Public Works Employee	602-49495-101-	\$ 11.56
		MN52726			Sewer Administration		\$ 406.57
05/27/2026	PUBLIC EMPLOYEES RETIREMENT ASSN	PERA52726	Payroll Period 5/13/26-5/26/26 Pd 5/27/26	N	Clerk	100-41425-101-	\$ 264.72
		PERA52726				100-41425-121-	\$ 305.45
		PERA52726			Planning and Zoning Office	100-41911-101-	\$ 7.15
		PERA52726				100-41911-121-	\$ 8.25
		PERA52726			Chief of Police	100-42111-101-	\$ 393.93

Fund Name: All Funds

Date Range: 05/01/2026 To 05/31/2026

<u>Date</u>	<u>Vendor</u>	<u>Check #</u>	<u>Description</u>	<u>Void</u>	<u>Account Name</u>	<u>F-A-O-P</u>	<u>Total</u>
		PERA52726				100-42111-121-	\$ 590.90
		PERA52726			Public Works Employee	100-43010-101-	\$ 61.59
		PERA52726				100-43010-121-	\$ 71.07
		PERA52726			Sewer Administration	602-49495-101-	\$ 14.31
		PERA52726				602-49495-121-	\$ 16.51
Total For Check							\$ 1,733.88
Total For Selected Checks							\$ 451,358.26

STAFF REPORT TO THE LAKE SHORE CITY COUNCIL

TO: MAYOR AND COUNCIL MEMBERS
FROM: LAURA FUSSY, CLERK/ADMINISTRATOR
SUBJECT: ELECTION JUDGES
DATE: JUNE 16, 2026

The State of Minnesota primary election is on August 11, 2026. Five people have completed the required training to be an election judge for the City of Lake Shore. I am recommending that the City Council appoint the following five election judges:

Shawn Hansen – Head Election Judge

Linda Halverson – Election Judge

Laura O'Brien – Election Judge

Terry Frovik – Election Judge

Heidi Kraemer – Election Judge

We are required to have four people at city hall throughout the day. By appointing five people would allow for breaks, lunch and replacement if someone were unable to be here.

STAFF REPORT

ITEM: Liability Limits

FROM: Laura Fussy

DATE: June 16, 2026

ISSUES:

Our insurance carrier is requesting that the City Council act annually on whether or not it would like to waive tort liability limits. The council in the past has acted not to waive the liability limits. The League of Minnesota Cities Insurance Trust needs this in the form of a motion. Attached is the waiver information from LMCIT.



**League of Minnesota Cities Insurance Trust
Liability Coverage Waiver Form**

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Use the submit button below, otherwise, print and email to psstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

Select one of the options below.

- ☐ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#)
- ☐ The member **WAIVES** monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT

LMCIT Member Name: _____

Date of member's governing body meeting: _____

Name and title of person completing this form: _____

Signature of person completing this form: _____

SUBMIT

STAFF REPORT

ITEM: 2025 Population Estimate

FROM: Laura Fussy

DATE: June 15, 2026

ISSUES:

1. Attached is the 2025 Population Estimate from the state demographer's office-estimated population is 1143. The 2024 population estimate was 1129 from the Minnesota State Demographer's office. The US Census population in 2023 was 1122.

DATE: June 1, 2026
TO: Teri Hastings, Administrator
City of Lake Shore
FROM: **Susan Brower**
Minnesota State Demographer
SUBJECT: 2025 Population and Household Estimates

Your April 1, 2025 population estimate is 1,143.

Your April 1, 2025 household estimate is 509.

If you have any questions or comments about these estimates, please contact the State Demographic Center, 200 Administration Building, 50 Sherburne Avenue, St. Paul, MN 55155, phone (651) 201-2473 or send an e-mail to local.estimated@state.mn.us. All challenges must be submitted in writing. Please refer to the enclosed sheet for details.

200 Administration Building
50 Sherburne Avenue
St. Paul, MN 55155
Telephone: 651-201-2473
TTY: 651-297-4357



Teri Hastings, Administrator
City of Lake Shore
8583 Interlachen Rd
Lake Shore, MN 56468-8700

Dear Clerk:

The State Demographer is required by law to produce annual population and household estimates for each of Minnesota's cities and townships. Enclosed you will find a sheet containing the April 1, 2025, population and household estimates for your jurisdiction.

These estimates are being sent to you now for review and comment. It's important that our estimates are accurate, as they are used to distribute state aid to cities and townships. If you have questions about how our estimates impact a specific program, please contact the state agency responsible for that program.

The enclosed figures represent estimated population and household changes since the 2020 Census. The number of households corresponds to the number of occupied housing units. A household may be a single family, one person living alone, or any group of people who share the same living area. While we believe that our estimates are usually accurate, we realize there may be occasional problems. For this reason, we value your comments. We may not be aware of such changes as housing demolitions, the gain or loss of group quarters (like college dormitories, nursing homes, etc.), construction of public housing and the gain or loss of mobile homes.

Please note that our estimates:

- pertain to one year ago, not the present;
- have also been sent to your county auditor for review;
- are subject to change and are not considered final until they are released to the Minnesota Department of Revenue in July.

If you are satisfied with our estimates, it is not necessary to contact us or provide any further information. If you wish to challenge our estimates, please send us the appropriate data described in the enclosed challenge guide by **June 24, 2026**. Questions or comments should be directed to Eric Guthrie by email or at the address listed on the letterhead. **The best way to reach us is by e-mail at local.estimatedata@state.mn.us.** You may also try to reach us by phone at (651) 201-2473.

Thank you for taking time to review these estimates.

Sincerely,

A handwritten signature in black ink, appearing to read 'Susan Brower', followed by a long horizontal flourish.

Susan Brower
State Demographer

Enclosures

June 2026

RE: Correction to 2026 Population Estimates Mailing

You recently received the Minnesota State Demographic Center's 2025 preliminary population estimates for your jurisdiction. We have identified an error in the mailing: the enclosed estimates documents displayed incorrect year references due to a production error.

The population estimates themselves are correct. Only the year references in the accompanying materials were affected. The enclosed corrected version should be used in place of the document you previously received.

We apologize for any confusion this may have caused.

Sincerely,

Minnesota State Demographic Center

mn.gov/admin/demography

CITY OF LAKE SHORE

**REPORT TO CITY COUNCIL
Concerning: New & updated applications**

**Report Prepared by: Nicole Hausmann
Community Development Administrator -- Sourcewell**

Date: June 22, 2026

Subject: Updated Subdivision & Rezone application, new Shoreland Alteration Permit application, and new Septic permit application

Report: The attached draft applications are for an updated Subdivision & Rezone application, a new Shoreland Alteration Permit application, and a new Septic permit application. Separate application forms will help residents, contractors, and landscapers understand permit requirements, enabling a smoother, faster approval process.

Subdivision & Rezone Application: Updated to comply with the city ordinance.

Shoreline Alteration Permit Application: This new application form focuses on physical shoreline disturbance and vegetation. Shoreline alterations directly affect erosion, runoff, and habitat. They also have different requirements for land use or structure. Shoreline alteration permits regulate how the shoreline itself is physically altered, such as moving dirt (grading), removing vegetation, or placing material near water.

Septic Permit Application: This new application form is regulated under Minnesota Rule Chapter 7080 (MPCA) and local SSTS ordinances. SSTS permits are specifically for properties that need an updated or upgraded SSTS system. As SSTS designs are developed, and installations are contracted out to Andy Schwartz, this will assist with a smoother transition for residents and septic professionals to understand that a permit is required for installing a new/upgraded system.

City Council Direction:

Staff asks that the City Council review this report & seek clarification as needed. Staff requests approval to add permit applications for use in the city.

APP # _____
Date _____
Fee _____
(for office use only)

CITY OF LAKE SHORE
LOT SPLIT/SUBDIVISION/REZONING APPLICATION

Name of Applicant _____ Phone # _____

Property Address _____ Phone # _____

Mailing Address _____ E-mail _____

(if different than above)

City, State, Zip _____

Applicant is:

Legal Owner ☐

Contract Buyer ☐

Option Holder ☐

Agent ☐

Other _____

Title Holder of Property *(if other than applicant)*

(Name)

(Address)

(City, State, Zip)

Signature of Owner, authorizing application (required): _____

By signing, the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): _____

(By signing, the applicant is certifying that they have read and understood the instructions accompanying this application.)

Location of property involved in this request:

Property ID # _____ Zoning District _____

Nature of request (select only one):

Preliminary Plat ☐

Final Plat ☐

Metes and Bounds ☐

Rezoning ☐

Proposed New Zoning District _____

Fee _____ Paid in Full Date _____

Clerk Signature _____

Date of Planning Commission Hearing _____

Application: Approved ☐ / Denied ☐ by Planning Commission (Metes and Bounds)

Conditions _____

Planning and Zoning Administrator

Date

Date of Planning Commission Hearing _____

Application: Approved ☐ / Denied ☐ by City Council (Rezone or Plat)

Conditions _____

Planning and Zoning Administrator

Date

CHECKLIST

- _____ Completed application, signed by the property owner
- _____ Fee
- _____ Site suitability report and/or SSTs (Metes & Bounds, Plats)
- _____ All current City charges paid
- _____ Survey with minimum Ordinance requirements
- _____ Map showing property locations

CONTACT INFORMATION

Community Development
Administrator:

Nicole Hausmann
Sourcewell
202 12th St NE
Staples, MN 56479
Phone: (218) 541-5538
Nicole.Hausmann@sourcewell-mn.gov

PRELIMINARY PLAT REQUIREMENTS ONLY

1. Location map
2. Site map (including land within 300 feet of boundary)
3. Existing and proposed streets
4. Existing and proposed utilities
5. Names of adjacent property owners
6. Topography
7. Location of significant natural features
8. Areas subject to flooding and wetlands
9. Any easements or buildings on the tract to be platted
10. Location of existing and proposed parks, school sites, and other public areas
11. Existing and proposed zoning changes
12. Name of subdivision
13. Location of section, township, range, etc.
14. Names and addresses of owners and subdivider
15. Names of surveyor and engineer
16. Date the plat was prepared
17. North Arrow
18. Scale (no smaller than 1 inch = 100 feet)
19. Block and lot numbers
20. Names, locations, and widths of adjacent streets (existing)
21. Names, location, and widths of streets proposed by the subdivision (no duplication of existing streets unless the proposed street is an extension of an existing street)
22. Location and width of alley, crosswalks, or pedestrian ways, and easements
23. Lot layout with dimensions and building setback line
24. Parcels or land to be dedicated or reserved for a public purpose
25. Utilities (water lines, storm drains, sanitary sewers, fire hydrants, etc.)
26. Proposed and existing sidewalks
27. Street trees
28. Street lighting and signs
29. Proposed restrictive covenants

CITY OF LAKE SHORE

PLANNING & ZONING

8583 INTERLACHEN ROAD, LAKE SHORE, MN 56468

Phone: (218) 963-2148

SHORELAND ALTERATION PERMIT

PERMIT # _____

Name of Applicant _____ Phone _____

Mailing Address _____ Email _____

City, State, Zip _____

Address of Property Involved with this Request _____

Property Identification Number _____

Section _____

Zoning _____ Lake Name _____

Commercial or Residential Property _____

Existing Impervious _____% Proposed Impervious _____%

PLEASE CHECK ALL PROJECTS THAT APPLY:

☐ Patio

☐ Residential Stairway/Walkway/Lifts/Landings

☐ Retaining Wall

☐ Water Oriented Accessory Structure

☐ Boardwalk

☐ Shoreland Recreational Use Area

☐ Sand Blanket/Beach

☐ Watercraft Access Ramp

☐ Riprap

☐ Vegetation Removal**

☐ Dirt moving***

☐ Up to 10 Cu Yds in SIZ - _____ CuYds

☐ Up to 50 Cu Yds in SIZ2 - _____ CuYds

☐ More than 100 Cu Yds in RLZ- _____ Cu Yds

☐ Other _____

- A complete application shall include a signed application form, site plan, impervious calculations, dirt/material moving amounts, a current compliance inspection, and the payment of any required fees.
- All properties within Shoreland with an impervious percentage over 20% will be required to submit a stormwater management plan (Section 17.3.3).

REV: 2026

- After a complete application is submitted, a site visit may be conducted by the Zoning Administrator, and if the project meets all requirements, a permit may be issued.
- Shoreland Alteration Permits are valid for 1 year.

** See Section 32, matrix table, and definitions of Zoning Ordinance.

*** See Section 36, matrix table, and definitions of Zoning Ordinance.

I, the applicant, do hereby certify that the above information, and that contained in any and all the attachments hereto, are correct to the best of my ability to certify, and that, if the permit is issued, will agree to have the work performed there under in accordance with the City of Lake Shore Zoning Ordinance, its standards, and any of the requirements ordered by the City of Lake Shore Planning Commission, and all other applicable laws and regulations. I further agree that, in the event I fail to do as agreed or stated or comply with the City Zoning Ordinance or other rules or regulations applicable to the property, the Zoning Administrator for the City of Lake Shore may revoke the permit.

Date _____ Signature of Owner, authorizing application (required): _____
(By signing the owner is certifying that they have read and understood the instructions accompanying this application.)

Date _____ Signature of Applicant (if different than owner): _____
(By signing the applicant is certifying that they have read and understood the instructions accompanying this application.)

Date _____ Approved by the Zoning Officer: _____

MISCELLANEOUS AKNOWLEDGEMENTS

I declare there are no wetlands on the parcel identified in my land use application to which the Shoreland Alteration Permit pertains. The Shoreland Alteration Permit I have received does not involve wetland approvals. I acknowledge that if I build on a wetland without the required approvals/permits, I am subject to, among other things, fines, restoration orders, and disciplinary action. All fees, including attorney's fees, that the City incurs associated with a potential wetland violation will be reimbursed by me, the applicant, to the City.

I understand that all costs the City incurs in processing my application are to be reimbursed to the City by me. These fees include, but are not limited to, publication, legal, and engineering fees.

Applicant Printed Name

Date

Applicant Signature

CITY OF LAKE SHORE
SSTS APPLICATION

APPLICATION:

- A. Applicant shall complete the SSTS Application and submit it to the Zoning Administrator.
- B. Applicant shall attach the proposed SSTS design to the completed application. Design shall be created by a licensed designer, shall be complete, and shall be legible.
- C. If the City does not have a current license of the designer on file, a copy shall be submitted at the time of application.
- D. All applications must be submitted **14 days prior** to the proposed installation date.
- E. The SSTS fee shall be paid by the applicant at the time of application.

REVIEW:

- A. The Planning and Zoning Administrator shall review the application for completeness and assign a reference number to the application, plans, and any other attachments.
- B. Applicants will be notified, in writing, of where additional information is needed.

ACTION:

In order to obtain an SSTS permit, the following must happen:

- A. The Zoning Administrator must review and approve the completed application.
- B. The Zoning Administrator must ensure that the proposed improvements meet the requirements of the Ordinance.
- C. The City Clerk must ensure that the permit fee has been collected.
- D. Based on the date indicated on the application, the Zoning Administrator will assign a field inspector to inspect the installation.

Note 1: The City Fee Schedule is based on the average processing and review costs for all applications. When costs exceed the original application fees, the applicant shall reimburse the City for any additional costs. Such expenses may include, but are not limited to, payroll, mailing costs, consultant fees, and other professional services the City may need to obtain in reviewing permits. The City may withhold final action on any application and/or hold the release of such permits until all fees are paid.

Note 2: The City strives to process all applications as soon as they are received. To avoid delays, applicants should allow themselves as much time as possible between submitting their application and the time they wish to begin construction. Close coordination with the City during the project design phase and submittals that are complete and accurate will help applicants avoid delays.

Note 3: All SSTS installations must be inspected by the City-appointed inspector. There shall be no exceptions. SSTSs that are not inspected shall be in violation of the Ordinance and subject to enforcement action under the City Code.

APP# _____ Date _____
Fee _____ Check# _____
Rec'd City/Deputy Clerk: _____
(for office use only)

CITY OF LAKE SHORE
SSTS PERMIT APPLICATION

Name of Applicant _____ Phone _____

Property Address _____ Local Phone _____

Mailing Address _____ Email _____

City, State, Zip _____

Applicant is:

Title Holder of Property: *(if not applicant)*

Legal Owner ☐

Contract Buyer ☐

Option Holder ☐

Agent ☐

(Name)

(Address)

Other _____

(City, State, Zip)

Signature of Owner, authorizing application (required): _____

(By signing the owner is certifying that they have read and understood the instructions accompanying this application.)

Signature of Applicant (if different than owner): _____

(By signing the applicant is certifying that they have read and understood the instructions accompanying this application.)

Property Parcel ID _____

Proposed Installation Date (required) _____

Installer Name and License # _____

Note: Applicant must provide a *proposed installation date*. Installer may vary from stated installation date, with cause, as long as the City is notified *48 hours in advance*. The applicant will be charged the full inspection fee for each site visit made by the City to inspect the installation.

Approved by the Zoning Administrator: _____ Date: _____

CHECKLIST

___ Completed application, including signature of property owner

___ SSTS Design

___ Name & Designer's License #

___ Fee

___ Installation Date (required)

CONTACT INFORMATION

City of Lake Shore:

8583 Interlachen Road
Lake Shore, MN 56468
Phone: (218)-963-2148
Email: info@cityoflakeshore.gov

Planning and Zoning:

Nicole Hausmann -
Sourcewell
Phone: (218) 855-9605
Email: Nicole.Hausmann@sourcewell-mn.gov

City Sewer
System Inspector:

Andy Schwartz
Water/Wastewater Operations
Manager, City of Pequot Lakes
Phone: (320) 232-5787
Email: aschwartz@pequotlakes-mn.gov

**BOARD OF ADJUSTMENT/PLANNING COMMISSION
CITY OF LAKE SHORE
LAKE SHORE CITY HALL
MINUTES
MAY 11, 2026
9:00 AM**

Commission Members in attendance: Commission Vice-Chair Dave Riegert, Sean Weldon, TJ Graber, and Alternate Kevin Egan; Council Liaison Darcy Peterson; City Engineer Alex Bitter; Sourcewell Nicole Hausmann; and Deputy Clerk Kathy Johansen. Absent were Commission Chair PJ Smith and Member Alex Kuhn. A quorum was present, and the Commission was competent to conduct business. There were three people in the audience, including Travis Miller, Patti, and Kelsey Smith.

Commission Vice-Chair Riegert called the meeting to order at 9:00 AM.

Approval of the March 9, 2026, Regular Meeting Minutes – MOTION BY KEVIN EGAN AND SECONDED BY TJ GRABER TO APPROVE THE MINUTES FOR THE MARCH 9, 2026, BOARD OF ADJUSTMENT/PLANNING COMMISSION AS PRESENTED. MOTION PASSED.

PUBLIC HEARING –

MOTION BY SEAN WELDON AND SECONDED BY KEVIN EGAN TO OPEN THE PUBLIC HEARING AT 9:01 AM. MOTION PASSED.

Variance Application 05-26 – (5a): Venerable Corporate & Trust Services, LLC (Mills, Sean & Vinci) requests a variance to construct a new 2-story dwelling with attached garage, covered entry, and a cantilever area that will not meet the side yard setback, or the OHW (lake) setback. Also, a new 2-level deck that will not meet the side-yard or lake setbacks, and impervious surface coverage over 25%. PID #90-399-0140.

Staff Findings: Staff provides the following findings of fact for discussion and consideration:

1. The subject property is located at 8266 Harold Ln and is zoned Residential, Medium Density R-2 (Shoreland); (Gull Lake - General Development).
2. The subject property contains a legally existing nonconforming dwelling with an attached deck currently located 49.8 ft. from the OHW, where 75 ft. is required. The existing dwelling would be removed under this proposal.
3. The proposed new 2-story dwelling with attached garage, totaling 2,328 square feet, with a 45 square foot covered entry, and a cantilever area on the west side of the dwelling.
4. The proposed 475-square-foot deck (main level) and 144-square-foot deck (second level) would be two (2) feet closer to the lake than the existing deck.
5. The proposed new 2-story dwelling with an attached garage, totaling 2,328 square feet, including a 45-square-foot covered entry and a cantilever area on the west side of the dwelling, would be 57.6 feet from the OHW (closest point).
6. The proposed new 2-story dwelling with an attached garage, totaling 2,328 square feet, including a 45-square-foot covered entry and a cantilever area on the west side of the dwelling, would be 5.5 feet from the side yard (east side).
7. The proposed new 2-story dwelling with an attached garage, totaling 2,328 square feet, including a 45-square-foot covered entry and a cantilever area on the west side of the dwelling, would be 4.7 feet from the side yard (west side).
8. The proposed new decks would be 47.8 feet from the OHW.

9. The proposed new decks would be 5.9 feet from the side yard (east side only).
10. The owner is requesting a variance to reduce impervious surface coverage from 29.16% to 25.16%. This would address a nonconformity on the property; however, it is still over the maximum 25% allowed by Statute.
11. The owner will remove multiple concrete areas on the property to reduce impervious surface coverage.
12. No pervious material will be used for the driveway or walkway.
13. The subject property is connected to the city sewer system.
14. A stormwater management plan has been submitted to the city along with the variance application.
15. The DNR has been notified of the request, and no comment has been received as of the time this staff report was prepared.
16. Notice of this variance application was published in the local newspaper and distributed to property owners within the required distance of 500 ft. No comments have been received as of the date of this staff report.

Potential Findings for approval, for discussion with the Board of Adjustment:

17. Will granting the variance put the property to use in a reasonable manner not permitted by the zoning ordinance?
 - a. Yes, granting the variance will allow the property to be used in a reasonable manner that is not permitted under the strict application of the zoning ordinance. Due to the property's physical circumstances—including its shoreline location, lot configuration, and the presence of existing legally nonconforming development—strict compliance with the ordinance creates practical difficulties and limits the ability to use the property for residential purposes. The requested variances enable continued residential use similar to other developed properties in the vicinity, do not result from actions taken by the applicant, and represent a reasonable use of the land that addresses practical difficulties unique to the property while maintaining its intended residential use.
18. Does the property have unique circumstances that were not created by the landowner?
 - a. Yes, the property has unique circumstances that were not created by the landowner. These circumstances include the parcel's shoreline location on Gull Lake, its limited lot size and configuration within the R-2 Shoreland district, and the presence of existing legally nonconforming development established prior to the current zoning and shoreland regulations. The constraints on the placement of structures and compliance with required setbacks arise from the property's physical characteristics and applicable ordinances, not from actions taken by the current or prior landowner. These characteristics distinguish the property from others in the vicinity and contribute to the practical difficulties associated with strict compliance with the zoning ordinance.
19. If the variance is granted, will the essential character of the locality remain consistent?
 - a. Yes, if the variance is granted, the essential character of the locality will remain consistent. The subject property is located in a developed R-2 Shoreland residential area along Gull Lake, where similarly sized residential structures, decks, and shoreline improvements are common. The proposed development maintains the property's residential use and is generally consistent in scale, appearance, and placement with surrounding development patterns. The request does not introduce new or incompatible land use and, with conditions, will not result in impacts that would alter the existing character of the neighborhood or shoreline area.
20. Will the variance, if granted, be consistent with the comprehensive plan and be in harmony with the purpose and intent of the City of Lake Shore ordinances?
 - a. Yes, the request, with conditions, is consistent with the purpose and intent of the zoning ordinance and the following goal in the comprehensive plan, "Support growth

patterns that reinforce our lake-oriented and rural development brand.” (pg. 5) and “Protect the quality of the lakes and environmental resources within and around the City.” (pg. 4)

21. Has the variance request been made based on reasons other than economic considerations alone?

- a. Yes, the variance request has been made based on reasons other than economic considerations alone. The request is driven by practical difficulties associated with the property's physical characteristics, including its small lot size, shoreline location, and existing legally nonconforming development, which limit compliance with current setback and impervious surface requirements. The variance is sought to allow reasonable residential use of the property and to address site constraints rather than to maximize economic return or property value. Implementing a stormwater management plan will help protect the water quality of Gull Lake.

Board of Adjustment Direction: The Board of Adjustment may approve, deny, or table the request if additional information is required. If the motion is for approval or denial, findings of fact should be cited to support the motion.

Recommendation: The Board of Adjustment should discuss and provide input on the proposed findings for approval and/or denial. The applicant has provided their testimony regarding the practical difficulties encountered with the application submitted to the city.

If the Board of Adjustment wishes to approve the variance request, the following conditions are recommended with approval:

1. All construction shall be in substantial conformance with the presented plan as shown. Deviations from the presented plan will require modified approval by the Planning Commission.
2. The variance expires 12 months after approval by the Planning Commission, if the project is not commenced, unless extended per section 70.7 of the Ordinance.
3. Implement an erosion and sediment control plan utilizing best management practices (BMPs) before construction and dirt-moving activities. The city must approve the plan. The BMPs must remain in place until all disturbed soils are stabilized.
4. The downspout gutters, stormwater conveyance, and stormwater retention areas shown on the approved stormwater management plan shall be installed and maintained as proposed. The stormwater management plan shall be implemented upon completion of the project, upon issuance of a zoning or building permit.
5. All concrete and hard surface areas identified on the Certificate of Survey as “to be removed” shall be removed within twelve (12) months of approval of any land use permit related to this project and shall be revegetated to adequate stabilization standards. Impervious surface coverage shall not exceed what is shown on the approved plans.
6. Approval of this variance does not eliminate the requirement to obtain all applicable land use permits. All construction shall comply with applicable City and State codes and regulations.

Nicole Hausmann stated the following items will become part of the record: Notice of mailing, notice of publication, signed application and attachments, the staff report, and comments received. The DNR and city engineer were notified on April 23rd, and no public comments from the community have been received.

Nicole Hausmann presented Variance Application 05-26 (5a).

Travis Miller, TWM Architecture, and agent for Sean and Vinci Mills, stated that a decision was made to start over with a new plan. There were foundation issues with the existing structure, so the owners decided they'd like to proceed with a new build, adding a second level, and do something a little nicer than what was originally planned.

Travis mentioned they could make the driveway and walkway pervious, so the coverage would drop to 26.79%. The stormwater plan shows 29% impervious coverage, so we would reduce it slightly. The boathouse on the lot will be reconstructed without changing the footprint. There are existing patios down by the dock, one by the deck, and one on the street-side entry. Those will all be removed. The building is a 2-story structure.

Dave Riegert questioned whether the impervious calculation included the decks.

Travis Miller indicated there would not be a hard surface under the decks, so water can flow through to the ground.

Alex stated that they are redirecting the water run-off, so he would look into the definitions for Lake Shore.

Nicole Hausmann stated there is nothing in the city code that states whether a deck is pervious or impervious. There are definitions of what is pervious and what is impervious. Depending on the materials involved, spacing is also a consideration in determining whether coverage is impervious or pervious.

Further discussion continued regarding the layout of the building on the property.

MOTION BY KEVIN EGAN AND SECONDED BY TJ GRABER TO APPROVE VARIANCE OPTION #1 AND #2, 05-26 (5B) WITH YES STAFF FINDINGS AND CONDITIONS, AND AMEND AND APPROVE #3 (REDUCTION OF THE IMPERVIOUS COVERAGE) AND ADD CONDITION #7 ON THE RECOMMENDATION OF THE CITY ENGINEER FOR USING PERVIOUS MATERIALS AND MAINTENANCE PLAN PER CITY CODE. MOTION PASSED.

MOTION BY SEAN WELDON AND SECONDED BY TJ GRABER TO CLOSE THE PUBLIC HEARING AT 9:24 AM. MOTION PASSED.

NEW BUSINESS – There was no new business.

OLD BUSINESS – There was no old business.

REPORTS

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

The commission members asked Alex to give a report on the trail's progress.

Alex Bitter shared that some stormwater would be going in. Easements are almost complete. The boardwalk has not started due to the lack of core permits. Change Order #2 will be implemented. The paved portion will be done this year, and the boardwalk will be done next year.

Chair – Vice-Chair Dave Riegert had nothing to report.

Council Liaison – Darcy Peterson had nothing to report.

Zoning Administrator – Nicole Hausmann referenced the March and April permits in the packet.

PUBLIC FORUM – There was no public forum.

MOTION BY TJ GRABER AND SECONDED BY SEAN WELDON TO ADJOURN THE BOARD OF ADJUSTMENT/PLANNING COMMISSION MEETING OF MAY 11, 2026, AT 9:40 AM. MOTION PASSED.

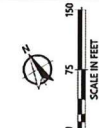
Transcribed by Kathy Johansen
Lake Shore Deputy Clerk

2026 Land Use Permits											
PERMIT NUMBER	DATE RECD	DATE APPROVED	PROPERTY ADDRESS	LAST	FIRST	ZONE	PIN	DESCRIPTION	FEE	Check#	Condition(s)
4041	5/6/2026	5/8/2026	8784 Interlachen Road	2 Gulls & 3 Buoys LLC		R-2	90-437-2555	702 sq. ft. addition to the south of an existing non-conforming dwelling, 39 sq. ft. covered entry, new septic system and rebuild existing boathouse (same size and footprint).	\$700		Must meet all conditions per approved BOA 10/16/2026. This permit is NOT for the west side addition.
4042	5/11/2026	5/11/2026	9178 Pebble Beach Rd	Miller	Bradley	R-2	90-457-0131	Repair shoreline from ice heave	\$75	5332	
4043	5/11/2026	6/13/2026	1410 Rocky Point Rd	Lowell	Linda & Weley	R-2	90-469-0338	Repair shoreline from ice heave, 2 cu. yds. Dirt moving in SIZ 1, and replace existing walkway (32 sq. ft.)	\$75	15362	
4044	5/27/2026	5/27/2026	1129 Ebert Drive	Ebert	Joni	R-2	90-004-2103	Replace existing retaining wall	\$75	8249	
4045	5/27/2026	5/27/2026	1129 Ebert Drive	Ebert	Joni	R-2	90-004-2103	Add 7x7 WOAS	\$75	8249	

THIS SHEET IS ONLY VALID IF PRINTED IN COLOR



- LEGEND
- FULL DEPTH RECLAMATION
 - BITUMINOUS OVERLAY (1.5")
 - BITUMINOUS DRIVEWAY PAVEMENT
 - CONCRETE DRIVEWAY PAVEMENT
 - 12" DITCHING
 - EXISTING DITCH EXCAVATION



WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY: JXX
CHECKED BY: JXX

DATE: 10/14/24
DATE: 10/14/24

PROJECT NAME: PEBBLE BEACH ROAD DRAINAGE STUDY
PROJECT # 2024-12177

22/34-H

5/20/2026 2:48 PM

z:\projects\2026 construction\st 2026-107\2 preliminary\row\parcel sketches - ty.dwg

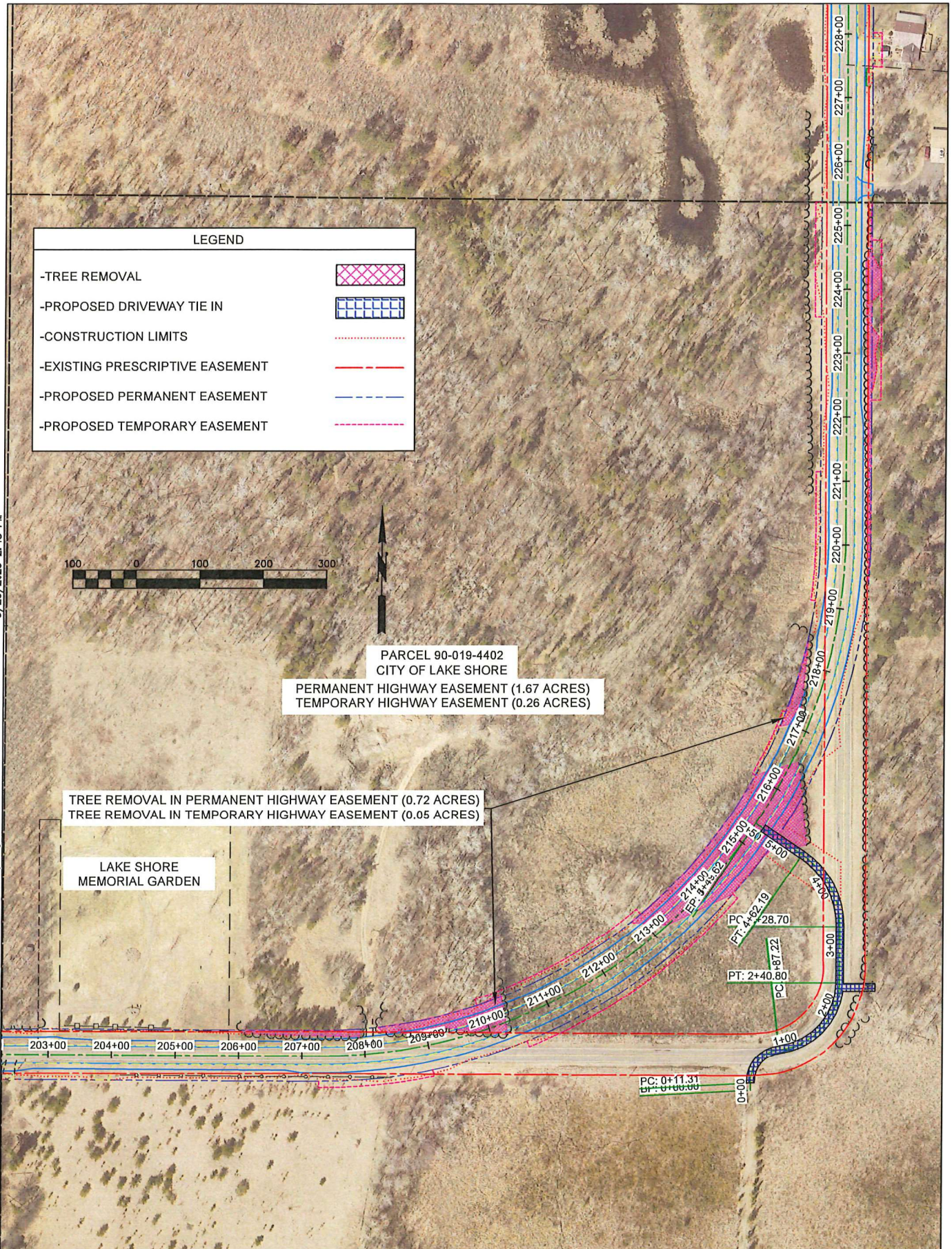
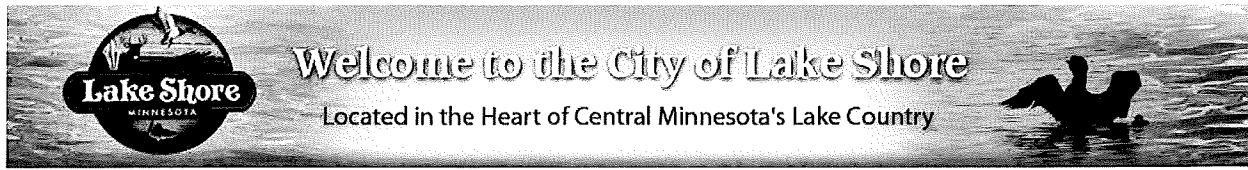


EXHIBIT A
CASS COUNTY HWY DEPT

Parcel - 90-019-4402
COUNTY PROJECT ST 2026-107



City Of Lake Shore Wastewater Operations Report - June 2026

WASTEWATER FLOWS AND LAB ANALYSIS FOR THE MONTH OF MAY:

<u>North System</u>		<u>2025</u>	NPDES permit Limit: 17,615 GPD
Average daily:	2,614 gallons	4,629	
Maximum daily:	6,854 gallons	12,448	
Monthly total:	81,000 gallons	143,500	

<u>South System</u>		<u>2025</u>	NPDES permit Limit: 49,200 GPD
Average daily:	17,800 gallons	19,600	
Maximum daily:	39,300 gallons	41,200	
Monthly total:	552,200 gallons	607,800	

North Septic Effluent:			South Septic Effluent:			Normal Range:		
C/BOD:	223	mg/l	C/BOD:	182	mg/l	50 – 250 mg/l		
TSS:	64.0	mg/l	TSS:	47.0	mg/l	15 – 75 mg/l		
PH	7.12	SU	PH:	7.02	SU	6.5 – 7.5 SU		

OPERATIONS REPORT:

1. Lift station checks were completed every Monday and Wednesday.
2. Lift station monthly maintenance was completed on 6/11/26. (Check amp draws, clean floats, visual inspection of station wet well and surrounding area)
3. Regular monthly tank effluent sampling took place on 6/2.
4. Quarterly tank checks for MPCA were done on 6/1 and the quarterly DMR was submitted the same day. The tanks looked fine.
5. The regular monthly DMR was submitted to MPCA on 6/4.
6. Sewer design reviews and new installation inspections have kept me pretty busy over the last couple weeks.
7. There was another power outage along CR 77 on 6/4. This one lasted for a few hours and I did hook up the city's towable generator to run the Bar Harbor lift station while power was out.

Respectfully submitted by Andy Schwartz, Water/Wastewater Operations Manager, City of Pequot Lakes. Please feel free to call my cell at 320-232-5787 with any questions or concerns.

For 24 hour emergency service call 218-515-0440

Roads/Wastewater Committee
City of Lake Shore Minutes
May 19, 2026
4:00 PM

Committee Members in attendance: Justin Stahnke, Troy Magnuson, Jim Halverson, Jim Woll; City Council Liaison, Wayne Anderson; Widseth Engineering Representative Alex Bitter. A quorum was present, and the committee was competent to conduct business.

2026 Roads Survey: Committee members divided into two groups. One group surveyed the roads on the south side of CR 77 and the other group surveyed the roads on the north side of the road.

Justin Stahnke called the business meeting to order following the completion of the 2026 roads survey.

Approval of the April 21, 2026 Regular Meeting Minutes: The review of the April minutes identified that the completed boardwalk would be stored on the property of Koschak Enterprises not Jacobsen as indicated in the prepared minutes. Motion by T. Magnuson Second by J. Halverson to approve the minutes of the April 21, 2026 meeting of the Road and Wastewater Committee as amended. Motion carried.

Lake Trail Phase 4A: Mr. Bitter shared that one-half of the easements required for the project have been executed. He added that he expects that the remainder will be completed in the coming week. Once all the leases have been completed clearing can be started. The clearing must be completed by the end of May. Mr. Bitter then shared that a meeting with the retaining wall contractor will be held next week and that he expects work on the retaining wall construction will be initiated following clearing. Finally, Mr. Bitter shared Change Order #2. He indicated that the order was required to cover the \$600 monthly rental fee to store the boardwalk at the contractor's site plus Anderson Brothers administrative costs of 5%. The total change order amount was \$7,560. Motion by J. Woll and second by J. Halverson to recommend that the city council approve the change order. Motion passed unanimously.

Ideal Construction Payment: Mr. Bitter shared an Ideal Construction invoice for culvert repairs on Dettbarn Road. The invoice amount was \$600. Motion by J. Stahnke, second by Troy Magnuson to recommend that the city council approve payment of the invoice. Motion carried unanimously.

Ester Lane Water Line Repair: Mr. Bitter shared that the residents of the Ester Lane Private water supply had suspected that the system was leaking because of abnormally high electric invoices. He added that recently the leak had surfaced and that it was repaired by Tom Thompson. There was a discussion indicating that the leak was near a point that city had completed sewer system upgrades last year. The discussion continued relative to whether the city should pay for the cost of the repair. It was agreed that Mr. Bitter will review last year's weekly reports and the decision on payment will be delayed at this time.

April Wastewater Operations Report: The report was reviewed and there were no comments from committee members.

Adjournment: Motion to adjourn by J. Woll, seconded by J. Halverson. Motion Passed.

Prepared by Jim Woll

Lake Shore Road/ Wastewater Committee

Building/Grounds Committee Meeting

City of Lake Shore

Minutes from May 12, 2026

Members Present: Troy Magnuson, Steve Sundstrom, Vern Gevik, Teri Hastings, Todd Peterson

Summary of Meeting

Meeting was called to order at 10AM

Minutes from the previous meeting were reviewed and discussed. Correction noted on a name.

Motion from Teri Hasting and 2nd by Todd Peterson to approve the minutes from April 14, 2026.

Guest Speakers from WSN, Mike Angland and Dave Reese

Discussed the steps needed to pursue a new city hall and possibly a new location.

Mike said that WSN has been working with other cities and just finished up with East Gull Lake.

Mike Angland discussed the following topics

- Physical Property
- Physical Space and Capacities
- Accommodate Future Growth
- Preserving Physical Assets
- Is the right location the right fit?
- Establish a list of needs and working with staff

Mike discussed the different processes between EGL and Breezy Point. EGL had less community input where Breezy Point had lots of community input.

Timeline for Breezy Point took a year plus and EGL was under a year to finalize a plan.

EGL had a specific dollar amount and knew exactly what they needed in terms of their budget.

A big step was having a good understanding of the budget and the needs for the project.

Dave Reese thought the process in Lake Shore could be completed within a year for getting everything approved to move forward.

Teri said the community buy-in is very important for Lake Shore and we need to strengthen the needs to show the public that a new city hall is needed.

Mike Angland said the options for Lake Shore are:

- Preserve the existing building and remodel-not feasible to add on
- Demo the current building at the current site and construct a new city hall
- Build a new building at a different location-near the drain field on CO 78

The committee recommended that WSN submit a proposal to the City Council for a feasibility study.

The committee discussed putting an article in the upcoming spring newsletter about our newly formed committee.

Mike Angland recommended that the committee tour the city halls in EGL, Crosslake and Breezy Point to get ideas.

Dave Reese brought up potential concerns with building a new city hall near the drain field on CO 78. Those concerns included future expansion of the drain field and MPCA.

Work Completed at City Hall:

- GSD has completed the work on the overhead doors.
- Steve spoke with electrician Jeff Eckes and he will be stopping by city hall to look at what needs to be done on installing a motion light at the main city hall entrance.

Next meeting will be June 9th at 10AM.

Motion by Teri Hastings and 2nd by Steve Sundstrom to adjourn at 11:30

Laura Fussy

From: City of Lake Shore <lfussy@cityoflakeshore.gov>
Sent: Thursday, June 4, 2026 6:36 AM
To: Laura Fussy
Subject: Contacts Form got a new submission

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Submission summary:

Name:

Aaron Ammerman

Message:

Subject: Request to Schedule a Town Hall Meeting

Good Morning,

My name is Aaron Ammerman, and I am running for Sheriff of Cass County. I would like to propose a town hall meeting where residents can meet and speak directly with the candidates, ask questions, and discuss issues face-to-face.

An evening meeting would likely work best since most people are busy during the day. Wednesdays and Fridays seem ideal, though I'm open to any day that works best for the board and community.

Thank you for considering this request.

Respectfully,

Aaron Ammerman