

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

Mayor Andy Stewart called the February 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: Darcy Peterson, Henry Cote and Wayne Anderson. City Attorney Dan Hawley; City Engineer Dave Reese; Police Chief Mike Heldt; and City Clerk Laura Fussy were present. The audience included Jordan White, Clasen and Schiessl CPA's, Ltd.; Police Chief Steve Sundstrom; Nancy Vogt, Pine and Lakes Echo Journal Editor, Vern Gevik and one other person. City Administrator/Planning Zoning Administrator Teri Hastings was absent. A quorum was present, and the City Council was competent to conduct business.

**PRESENTATION & ADOPTION OF 2024 AUDIT** – Jordan White of Clasen and Schiessl CPA's, Ltd. presented the 2024 City Audit report telling the Council the City is in good financial position. He said they generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention. They found the City's records to be in good order (organized, available, complete, etc.). Jordan said they issued an adverse and unmodified opinion on a regulatory basis of accounting which is the highest amount of assurance they can give a city with a population of under 2500, which is much like a cash basis.

Jordan summarized the audit report page by page.

1.6 million budgeted and 2 million dispersed.

\$418,000 trail capital outlay that was not included in the budget.

General fund and Interloan fund to begin in 2025

Schedules

Legal Compliance

In conclusion, he said it showed the same deficiencies as the prior year; a material weakness with the lack of segregation of accounting duties; he explained this is a typical finding in most small cities with its staffing limits regarding the internal controls that management can design and implement into the organization.

The Council had no concerns with the audit presentation. The mayor thanked Jordan for his presentation.

MOTION BY WAYNE ANDERSON AND SECONDED BY HENRY COTE TO ACCEPT THE INDEPENDENT AUDITORS REPORT FOR THE YEAR ENDING DECEMBER 31, 2024, AS PRESENTED. MOTION PASSED.

**APPROVAL OF MINUTES**

MOTION BY DARCY PETERSON AND SECONDED BY WAYNE ANDERSON TO APPROVE THE JANUARY 27, 2025, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. MOTION PASSED.

MOTION BY WAYNE ANDERSON AND SECONDED BY HENRY COTE TO APPROVE THE FEBRUARY 11, 2025, SPECIAL CITY COUNCIL MEETING MINUTES AS PRESENTED. MOTION PASSED.

## **REPORTS**

**Police Report** – Chief Mike Heldt

Cass County Emergency Operations Plan – The Cass County Emergency Operations Plan was included for review.

MOTION BY WAYNE ANDERSON AND SECONDED BY DARCY PETERSON TO APPROVE THE CASS COUNTY EMERGENCY OPERATIONS PLAN AS PRESENTED. MOTION PASSED.

Purchase of Body Worn Cameras – The current department's body worn cameras are outdated and need to be replaced. We will need council approval for the purchase of the Motorola V700 body worn cameras.

MOTION BY DARCY PETERSON AND SECONDED BY WAYNE ANDERSON TO APPROVE THE PURCHASE OF THE BODY WORN CAMERAS AS PRESENTED. MOTION PASSED.

Report – In January 2025 there were 54 incidents in the city. There were 23 traffic-related incidents and 31 were miscellaneous department activity.

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

**Mayor's Report** – Andy Stewart stated Laura the City Clerk is coming up on her one-year anniversary.

**Clerk/Treasurer's Report** – Laura Fussy

Request to hold Cass County Board Meeting at City Hall – The City received a letter from Cass County requesting to hold their county board meeting here at City Hall in August. The only issue is having to change the date of the Road/Wastewater meeting.

MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO APPROVE THE REQUEST TO HAVE CASS COUNTY BOARD MEETING AT CITY HALL AS PRESENTED. MOTION PASSED.

Financials – MOTION BY WAYNE ANDERSON AND SECONDED BY HENRY COTE TO APPROVE THE JANUARY FINANCIALS AS PRESENTED (CLAIM NUMBERS 42478 THRU 42531, AND NON-CHECK CLAIMS LISTED TO ATTACHED REPORT – TOTAL \$232,710.22). MOTION PASSED.

Pay Bills – MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 42521 THRU 42567; AND CLAIMS 1468 THRU 1482 – TOTAL – \$97,072.31). MOTION PASSED.

**City Administrator/Planning & Zoning Administrator** – Teri Hastings was absent.

November Minutes – November minutes for review.

January Permit Summary – January permit summary for review.

**Wastewater/Road Committee** – Wayne Anderson said the committee did not meet.

Wastewater Monthly Report – The operations report for February was included for review.

**Park and Recreation Committee** – Henry Cote stated the committee did not meet in February.

**Trail 77** – Dave is working on the alignment of the boardwalk on the peninsula in the bog.

**Personnel** – Andy Stewart/Wayne Anderson/Darcy Peterson – The full-time police officer job ad is posted.

**City Attorney** – Gammello - Pearson – Dan Hawley had nothing to report.

**City Engineer** – Widseth – Dave Reese reported on the plans for the two roads scheduled for this summer. Dave asked if the council was comfortable authorizing Widseth to advertise the proposal for bids.

MOTION BY DARCY PETERSON AND SECONDED BY HENRY COTE TO ALLOW WIDSETH TO PUT OUT THE PROPOSAL TO BID THE 2025 ROAD PROJECTS AS PRESENTED. MOTION PASSED.

**OLD BUSINESS** – There was no old business.

**NEW BUSINESS** –

City Council Appointment – The City received two letters of interest for the open city council position. Each letter from Susan Mathison-Young and Vern Gevik indicated their reasons and qualifications for their interest in serving on the Lake Shore City Council.

Vern Gevik introduced himself and shared why he would like to serve the local community and feels he could add value to the team.

MOTION BY HENRY COTE AND SECONDED BY WAYNE ANDERRSON TO APPOINT VERN GEVIK TO THE OPEN CITY COUNCIL POSITION. MOTION PASSED.

Resolution 2025-02-01 – Wetland Conservation Act Delegation – The city received notice that Cass County is now moving their Wetland Conservation responsibilities and duties to Cass County Soil and Water District. We will need a motion to approve the change.

MOTION BY DARCY PETERSON AND SECONDED BY HENRY COTE TO ADOPT RESOLUTION 2025-02-01 WETLAND CONSERVATION ACT DELEGATION AS PRESENTED. MOTION PASSED.

**ANNOUNCEMENTS/PUBLIC FORUM** –

MOTION BY WAYNE ANDERSON AND SECONDED BY HENRY COTE TO ADJOURN THE FEBRUARY 24, 2025, REGULAR CITY COUNCIL MEETING AT 6:34. PM. MOTION PASSED.

Transcribed by Laura Fussy  
Lake Shore City Clerk