

MINUTES
Regular Meeting of Lake Shore City Council
Monday, July 28, 2025
6:00 PM Lake Shore City Hall

Mayor Andy Stewart called the July 28, 2025, Regular City Council meeting to order at 6:00 PM. The Pledge of Allegiance was recited.

Attendance: Mayor Andy Stewart; Council Members: Henry Cote, Vern Gevik, Darcy Peterson, and Wayne Anderson; City Attorney Representative Tom Pearson; City Engineer Alex Bitter; Police Chief Mike Heldt; Clerk/Administrator Laura Fussy; and Deputy Clerk Kathy Johansen were present. The audience included Cody Schmidt with Gammello-Pearson, PLLC; Sourcewell Nicole Hausmann; Robert Grussendorf, David Hempel, Rick and Shari Steer, and one other person. A quorum was present, and the City Council was competent to conduct business.

APPROVAL OF MINUTES

MOTION BY DARCY PETERSON AND SECONDED BY HENRY COTE TO APPROVE THE JUNE 23, 2025, REGULAR CITY COUNCIL MEETING MINUTES AS PRESENTED. MOTION PASSED.

REPORTS

Police Report – Police Chief Mike Heldt

Body Worn Camera Audit

The independent POST Audit was conducted on the department's Body Worn Cameras which is required by law biennial. The department BWC's were compliant with MN State Statutes 13.825 and 626.8473.

MOTION BY WAYNE ANDERSON AND SECONDED BY VERN GEVIK TO APPROVE THE POST AUDIT FOR THE POLICE DEPARTMENT'S BODY WORN CAMERAS REQUIRED BY LAW BIENNIAL. MOTION PASSED.

Incident Report – In June 2025 there were 94 incidents in the city. There were 40 traffic-related incidents and 54 were miscellaneous department activity.

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

Mayor's Report – Mayor Andy Stewart stated he received a phone call regarding kids jumping off a bridge.

Chief Heldt shared that under state law the behavior is considered disorderly conduct and/or interfering with the waterway which are both misdemeanors. The police department is currently warning the kids and advising the parents. Chief Heldt spoke with Roger regarding getting proper signage.

Mayor Stewart mentioned the possibility of adding speed limit signs on the trail to deter excessive speeding.

Clerk/Treasurer's Report – Kathy Johansen

Financials – MOTION BY WAYNE ANDERSON AND SECONDED BY HENRY COTE TO APPROVE THE JUNE FINANCIALS AS PRESENTED (CLAIM NUMBERS 42774 THRU 42851 AND NON-CHECK CLAIMS LISTED TO THE ATTACHED REPORT – TOTAL \$173,208.06). MOTION PASSED.

Pay Bills – MOTION BY WAYNE ANDERSON AND SECONDED BY VERN GEVIK TO PAY THE BILLS AS SUBMITTED (CLAIM NUMBERS 42821 THRU 42917; AND CLAIMS 1545 THRU 1564 – TOTAL – \$134,973.67). MOTION PASSED.

City Clerk/Administrator – Laura Fussy – Nothing to report.

Planning & Zoning Commission – Darcy Peterson

Ordinance Amendment – Dynamic Signs – 2025-01 - Darcy Peterson stated the Planning and Zoning Commission approved this Ordinance Amendment and it is being presented to City Council for approval to have the ordinance amended.

Vern Gevik questioned the sign size that is being allowed and the cost of a permit, if required.

Nicole Hausmann referenced the ordinance stating the area of a dynamic display shall not exceed 50 percent of the total sign size or 50 sq ft, whichever is smaller. Nicole verified there will be a conditional use permit required and a \$400 charge for the permit.

MOTION BY WAYNE ANDERSON AND SECONDED BY HENRY COTE TO APPROVE THE ORDINANCE AMENDMENT – DYNAMIC SIGNS - 2025-01 AS PRESENTED. MOTION PASSED.

Discussion on adding PC Packets to City Website – Darcy Peterson stated a resident was asking to put the Planning Commission packets on the website before the meetings were held for community reference.

Laura Fussy stated she researched and found East Gull Lake, Nisswa and Pequot put their packets online and mentioned the packets are public record, so there wouldn't be any issues putting the packets online.

MOTION BY HENRY COTE AND SECONDED BY WAYNE ANDERSON TO APPROVE ADDING THE PLANNING AND ZONING PACKETS TO THE CITY WEBSITE. MOTION PASSED.

Permit Summary – Darcy Peterson included the June permit summary for review.

Wastewater/Road Committee – Wayne Anderson

Pay Estimate #1 – Ideal Construction, 2025 Road Projects

Alex Bitter introduced the Partial Payment Estimate through July 9th, which includes removal of pavement and a few other line items.

MOTION BY DARCY PETERSON AND SECONDED BY HENRY COTE TO APPROVE PAYMENT OF THE PARTIAL PAYMENT ESTIMATE #1 - IDEAL CONSTRUCTION FOR CITY ROAD PROJECTS. MOTION PASSED.

Upper Roy Lake Road Storm Drain Estimate

Alex Bitter shared that Dave Reese had a conversation with Rardin Excavating and put together a quote based on a rough plan to fix the issue. The estimate details out what they'll do but that it is believed to be a more permanent fix to the issue.

MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO APPROVE THE UPPER ROY LAKE ROAD STORM DRAIN ESTIMATE. MOTION PASSED.

June Minutes – The June minutes were included for review.

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

Park and Recreation Committee – Henry Cote – Nothing to report.

Trail 77 –

Proposal for Design/Bidding Services for the Gull Lake Trail Phase 4A

Alex Bitter stated that this trail proposal would be the next step in Phase 4A which is the design and bidding phase and part of that would be some additional acquisition of properties.

Wayne Anderson questioned if the \$90,000 includes the purchase of land.

Alex Bitter verified that this proposal is only for Widseth's services and does not include the cost of appraisals so that would be in addition to their services.

Robert Grussendorf presented an inquiry into the cost of building the trail.

Mayor Stewart shared that a grant was submitted and approved, and the work will begin once the money has been received.

Vern Gevik informed Robert Grussendorf that the city believes that the grant money will cover the work completely.

Laura Fussy recommended to Robert Grussendorf to watch the agendas for information on the trail progress.

MOTION BY HENRY COTE AND SECONDED BY DARCY PETERSON TO APPROVE THE PROPOSAL FOR DESIGN/BIDDING SERVICES FOR THE GULL LAKE TRAIL PHASE 4A. MOTION PASSED.

Appraisal Bid – Gull Lake Trail 4A

Laura Fussy stated Dan Hawley, City Attorney, received this appraisal bid and asked if it could be considered on this council agenda to enable moving ahead with work on the trail.

MOTION BY DARCY PETERSON AND SECONDED BY HENRY COTE TO APPROVE THE APPRAISAL BID – GULL LAKE TRAIL 4A. MOTION PASSED.

Personnel – Andy Stewart/Wayne Anderson/Darcy Peterson – Nothing to report.

City Attorney – Gammello - Pearson – Tom Pearson – Tom Pearson introduced himself and stated with Dan Hawley leaving, that he will be taking over the primary responsibility for this account with Cody Schmidt's assistance.

City Engineer – Widseth – Dave Reese/Alex Bitter – Alex Bitter shared that Gullwood and Timber Lane have been paved.

OLD BUSINESS – There was no old business.

NEW BUSINESS –

Resolution 2025-07-01 – Compensation for Personnel Committee

Mayor Stewart presented Resolution 2025-07-01 to include compensation for committee personnel retroactive to January 2025. Mayor Stewart explained that there have been numerous committee meetings this year due to staff changes.

MOTION BY VERN GEVIK AND SECONDED BY HENRY COTE TO APPROVE RESOLUTION 2025-07-01 FOR COMPENSATION FOR PERSONNEL COMMITTEE. MOTION PASSED.

Approval of new Planning Commission Member

Laura Fussy shared that Pat Hastings has resigned from the Planning and Zoning Commission and the Commission is recommending Dave Riegert as the new Commission Member with City Council approval.

MOTION BY DARCY PETERSON AND SECONDED BY VERN GEVIK TO APPROVE DAVE RIEGERT AS THE NEW PLANNING COMMISSION MEMBER. MOTION PASSED.

ANNOUNCEMENTS/PUBLIC FORUM –

Alex Bitter referenced the Pebble Beach project and noted a recommendation was made to hold a public informational meeting to be held on August 20th to gather feedback and talk about the options Widseth is proposing. Alex briefly discussed possible options in the project.

Rick Steer referenced the residential short-term rental ordinance and indicated the ordinance states enforcement of the ordinance is done by property neighbors. Rick is requesting the council review the enforcement portion of the ordinance and possibly put some of that burden outside the neighbor's responsibility.

Vern Gevik inquired into the steps taken by the City when a complaint is received on potential rental property violations.

Laura Fussy reported that upon receipt of a complaint of a rental violation, the City sends out a violation letter and then a second letter will go out if no response is received from the original letter.

Tom Pearson mentioned that hopefully once a short-term rental property owner receives notice of a violation that they will take steps to avoid having that happen again. Tom stated that enforcement in real time is difficult with towns having small police departments.

David Hempel shared concern regarding people jumping off the bridge and has noticed a lot of wake zone violations with very little enforcement of the violations. A lot of these violations are pontoon rentals and David would like to see more enforcement happening. David inquired if rental company employees are trained and licensed.

Henry Cote shared that he runs a boat rental company, and they are required to go through Cass and Crow Wing County to get certified every year and make sure all boats have the required safety equipment on the boats. All renters are given the rules and regulations with emphasis on the wake zones using minimal throttle. Henry Cote stated that it's a constant problem.

Vern Gevik suggested the possibility of everyone contacting the DNR, Cass County, and Crow Wing County to report this issue.

Police Chief Heldt suggested to keep calling the Cass County Sheriff's office and telling them what is going on and let them know the issue. Chief Heldt explained that Lake Shore doesn't have a boat so is unable to police the waterway.

David Hempel inquired into the progress of the Fritz Loven Park bridge replacement.

Mayor Stewart shared the bridge design is completed and it's waiting on the bonding bill from the state, and it might be funded in 2026. It's a concrete bridge that is wider than the current bridge. Mayor Stewart agreed that the park road does need some improvements.

Wayne Anderson stated the City has to comply with a trust involved with Fritz Loven Park.

Shari Steer circled back to concerns regarding a neighboring short-term rental property and inquired into the City's next step for moving forward.

Mayor Stewart responded that the council would need to take it under advisement and talk about it.

Henry Cote agreed that the council would need to check the evidence.

MOTION BY HENRY COTE SECONDED BY WAYNE ANDERSON TO ADJOURN THE REGULAR CITY COUNCIL MEETING OF JULY 28, 2025, AT 6:50 PM. MOTION PASSED.

Transcribed by Kathy Johansen
Lake Shore City Clerk