

## CITY COUNCIL

7:00 P.M.

Monday, June 20, 2022

Present: Mayor Wade LeBlanc  
Richard DeRosier  
Shane Hoff  
Dustin Goutermont

Excused: Ben Bautch

Lana Fralich, City Administrator  
Tim Costley, City Attorney  
David Drown, EDA Director  
Kitty Mayo, Lake County Press, via phone  
Faron Meeks, Bay Days Co-Chair  
Carolyn Hudyma  
Karen Rautio

Mayor LeBlanc called the meeting to order at 7:00 p.m.

**Agenda** – Motion by Goutermont, second DeRosier to approve the Agenda with removal of May 2022 Treasurer’s Report and addition of Sawtooth 16, LLC Business Subsidy Public Hearing. MOTION CARRIED.

**Consent Agenda** – Motion by Goutermont, second Hoff to approve the meeting minutes from the June 6, 2022 Regular Meeting, April 2022 Treasurer’s Report. MOTION CARRIED.

**Petitions, Requests, and Communications** None at this time.

### **City Administrator**

**Bay Days License Agreement-** Faron Meeks, presented plans for Bay Days which includes closing a portion of Davis Drive. Motion by Hoff, second DeRosier to approve a Licensing Agreement to use city property, pending final approval by City Attorney. MOTION CARRIED With Mayor LeBlanc Abstaining.

**Rocky Wall Productions License Agreement-** Council reviewed a map, event dates, and the music line up for Music in the Park. Discussion regarding use of city building during events. Motion by DeRosier, second Hoff approve a Licensing Agreement to use city property, pending receipt of a certificate of insurance and final approval of Lease Agreement by City Attorney. MOTION CARRIED.

**Resolution 2022-#50 VanHouse Construction Agreement for Sidewalks** – Three bids were solicited for annual sidewalk repair with only one received. VanHouse Construction submitted a bid of \$55,881.30 to complete 3,990 square feet of sidewalk completed by

September 30, 2022. The bid is slightly higher than 2022 budgeted amount of \$50,000 due to increase costs of materials. Motion by DeRosier, second Goutermont to adopt Resolution 2022-#50 VanHouse Construction Agreement for Sidewalks bid of \$55,881.30 for 3,990 square feet of sidewalk and completion by September 30, 2022. MOTION CARRIED.

Mayor LeBlanc – Aye  
Member Bautch – Absent  
Member Hoff – Aye

Member Goutermont – Aye  
Member DeRosier – Aye

RESOLUTION 2022 – 50 WAS ADOPTED: 4 aye, 0 nay, 1 excused

**Resolution 2022-#51 Rezoning of Business Park to Bayview Park** – The Planning & Zoning Commission has held required public hearings and is recommending the rezoning of the Silver Bay Business Park Plat from (BP) Business Park to (BP) Bayview Park. Motion by Goutermont, second Hoff to approve and adopt Resolution 2022-#51 Rezoning of Business Park to Bayview Park to be effective upon publication. MOTION CARRIED.

Mayor LeBlanc – Aye  
Member Bautch – Absent  
Member Hoff – Aye

Member Goutermont – Aye  
Member DeRosier – Aye

RESOLUTION 2022 – 51 WAS ADOPTED: 4 aye, 0 nay, 1 excused

**Resolution 2022-#52 Chapter 12 Code Amendment Bayview Park** – Planning & Zoning Commission has held required public hearings and is recommending amending the language of Chapter 12, Section 1210.13, Section 1210.14, and renumbering of 1210.14 and 1210.15 for Bayview Park. Motion by Hoff, second DeRosier to approve and adopt Resolution 2022-#52 to enact a revision to Chapter 12 Zoning, Section 1210.13 (BP) Business Park by revising the entire section to 1210.13 (BP) Bayview Park including Subd. 1 Purpose, Subd. 2 Uses Allowed by a Conditional Use Permit, and Subd. 3 District Requirements; a revision to 1210.14 Table of Permitted Uses by Zone; and the Renumbering of Sections 1210.14 and 1210.15 to fix a duplicate numbering error, to be effective upon publication. MOTION CARRIED.

Mayor LeBlanc – Aye  
Member Bautch – Absent  
Member Hoff – Aye

Member Goutermont – Aye  
Member DeRosier – Aye

RESOLUTION 2022 – 52 WAS ADOPTED: 4 aye, 0 nay, 1 excused

**Resolution 2022-#53 Election Judges** - Motion by DeRosier, second Goutermont to adopt Resolution 2022-#53 appointing election judges for the August 9, 2022 primary

election and the November 8, 2022 general election, at a rate of pay of \$10.50 per hour and also including the health care facilities. MOTION CARRIED.

Mayor LeBlanc – Aye  
Member Bautch – Absent  
Member Hoff – Aye

Member Goutermont – Aye  
Member DeRosier – Aye

RESOLUTION 2022 – 53 WAS ADOPTED: 4 aye, 0 nay, 1 excused

**Marina Seasonal Slip Refund-Craig Ellequist-** Craig Ellequist has recently sold his boat and is requesting a refund of remaining slip fee. Motion by Goutermont, second DeRosier to approve a refund request from Craig Ellequist, based upon the refund policy of 50%, with a total refund due in the amount of \$656. MOTION CARRIED.

**Airport Storage Rental-** Council reviewed the updated Airport Storage Rental Lease. Rentals would begin July 1<sup>st</sup>, 2022 with rate of \$350/month, security deposit and insurance required. If required to vacate to accommodate an airplane, a 48-hour notice will be given. Motion by Goutermont, second Hoff to begin advertising. MOTION CARRIED.

**PT Summer Hire-** Motion by Goutermont, second DeRosier to hire Andrew Wehrman as part-time Park Aide at \$13.00/hour pending successful completion of background review and hire date determined by Parks & Rec director. MOTION CARRIED.

**PT Bartender Hires-** Motion by DeRosier, second Hoff to hire Keri Johansen and Natalie Goutermont as part-time bartenders at the normal part-time bartender wage rate, pending successful completion of a background review and start date to be determined by Liquor Manager. MOTION CARRIED with Member Goutermont abstaining.

**Special Event Bartender Hires-** Motion by Goutermont, second DeRosier to hire Livia Hoff and Brenda Port as Special Event Bartenders, at normal Special Event bartender wage rate, pending successful completion of a background review and start date to be determined by Liquor Manager. MOTION CARRIED with Member Hoff abstaining.

**Sawtooth 16, LLC Business Subsidy Public Hearing-** John Anderson of Sawtooth 16, LLC has submitted an application for Business Subsidy which requires a public hearing. Motion by DeRosier, second Goutermont to set Public Hearing on Monday, July 18<sup>th</sup> at 7:00 p.m. prior to regular city council meeting. MOTION CARRIED.

#### City Attorney –

**Attorney Contract Amendment-** City Attorney is proposing amending his current contract with the City to shift criminal prosecution services to Lake County at a cost of \$2500 annually. Attorney Costley will continue to do Code Enforcement and Civil cases.

There was a consensus of Council for City Attorney to bring forth an amended city attorney contract and a contract with Lake County for prosecution of criminal cases at a future meeting.

**OLD BUSINESS** – None at this time.

**NEW BUSINESS** – None at this time.

Carolyn Hudyma and Karen Rautio thanked the Council for serving the Silver Bay Community and expressed the need for better communication from the Council. Discussion followed regarding all meetings are open to the public and bringing back the city newsletter.

**Claims** – Motion by DeRosier, second Goutermont to approve payment of \$254,619.67 in unpaid claims and \$71,618.25 in paid claims. **MOTION CARRIED.**

Motion by Goutermont, second DeRosier to adjourn at 7:28 p.m. **MOTION CARRIED.**

Minutes taken by Lisa Christenson



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Wade LeBlanc, Mayor

Attest:



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Lana Fralich, City Administrator

**CITY COUNCIL**  
Special Planning Workshop

The City Council has set a Special Planning Workshop meeting, inviting the Economic Development Authority and Planning and Zoning Commission members for the purpose of discussing planning and economic development efforts for the City.

4:00 P.M.

June 22, 2022

Present: Acting Mayor, Richard DeRosier  
Shane Hoff  
Ben Bautch

Excused: Wade LeBlanc  
Dustin Goutermont

Steven VanHouse – P&Z  
Nelson French – P&Z / EDA  
Floyd Baker – EDA  
Bethany Smuk – EDA  
Lana Fralich – City Administrator  
David Drown – Community Planner  
Gary Thompson – Zoning Administrator  
Joe Rhein – City Engineer – via Zoom  
Adam Nix – Bolton & Menk – via Zoom

Acting Mayor DeRosier called the meeting to order at 4:09 P.M. The Planning and Zoning Commission and Economic Development Authority called their meetings to order, respectively.

Drown presented an overview of topics for discussion, which members of the respecting boards wanted to start discussion with street planning and housing, including short-term rentals.

Fralich presented the status of the city-wide street improvement project and that financing of was where it has halted. Drown discussed, as a public finance professional, how financing for this type of project is handled, the increase in property value changes making a positive impact on financing such a project compared to past years, having to do special assessments to finance, the benefits to be provided to the residents, the financial impact on residents, the process for engaging citizens, and engineering. Rhein further discussed his experience in doing these types of projects. There was consensus that this topic is a priority. Drown and Rhein will present updated information at the next meeting.

There was discussion on clarifying the language of the city code to make it clearer that short-term rentals are not allowed in R-1, R-2, and FR zones which are core neighborhoods and that the Planning and Zoning Board is having a public hearing on the proposed Chapter 12 code amendment. There was further discussion on not

allowing short-term rentals anywhere so that if there is a place where a home can be built it should be for permanent housing and not short-term, fairness to existing residents who want to have short-term rentals, developers wanting to have flexibility as short-term rentals make it more feasible, expanding tax base through housing, and workforce housing. There was discussion on a proposed development in the RR zone that is being reviewed to determine if short-term rentals would be allowed for single family homes, since resort, lodges, and campgrounds are allowed in these zones either by permitted or conditional use. There was further discussion on developments having water and sewer and obtaining a MN Dept of Health certification. Thompson was going to meet with the developer to clarify the plans.

Motion by Bautch, second Hoff to at 5:36 P.M. MOTION CARRIED.

Minutes taken by: Lana Fralich

Attest:



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Wade LeBlanc, Mayor



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Lana Fralich, City Administrator