

**CITY OF NISSWA  
MINUTES – REGULAR COUNCIL MEETING  
TUESDAY, FEBRUARY 16, 2021  
7:00 P.M. – NISSWA CITY HALL**

The Regular Nisswa City Council meeting was held on Tuesday, February 16, 2021 at 7:00 p.m. at City Hall and was available on YouTube Live.

Members present: John Ryan, Mark Froehle, Don Jacobson, Ross Krautkremer, Mark Utzinger.

Members absent: None.

Also, present: City staff – Shawn Bailey, Jenny Max, Amber Moon Peterson, Jon Stainbrook, Craig Taylor, Mike Wagener, City Engineer Mark Hallan and Joe Dubel, City Attorney Tom Pearson, the Echo Newspaper (via YouTube Live).

Audience members: 3.

**A. Call to Order** – John Ryan called the meeting to order at 7:00 p.m. The pledge of allegiance was recited.

**B. Consent Calendar**

1. Fire Department Report – January 2021
2. Planning & Zoning Department Report – February 2021
3. Police Department Report – February 2021
4. Pickle Department Report – January 2021
5. Public Works Department Report – February 2021
6. Spirits of Nisswa Report – January 2021/February 2021
7. Parks and Recreation Report – February 2021
8. Presentation of Claims – Check register #47593 - 47701 totaling \$941,700.28
9. Regular City Council Meeting Minutes from January 19, 2021
10. Special City Council Meeting Minutes from February 01, 2021
11. LG220 Gambling Permit for Minnesota Adult and Teen Challenge
12. LG220 Gambling Permit for the Gull Chain of Lakes Association
13. LG214 and LG215 Gambling Permit for the Confidence Learning Center
14. Commission Monthly Meeting Schedule
15. Renewal of Liquor Consumption and Display Permit – Fritz’s Resort

Motion by Jacobson, seconded by Krautkremer to approve the Consent Calendar as presented.

Motion carried unanimously.

**C. OPEN FORUM**

1. **Public Comment** – Al Jenkins, requested that the members of the City Council speak into the microphones so that residents watching online are able to hear them.
2. **Department Presentations**
  - a. **Police Department** – Chief Taylor presented the 2020-year end police report. Taylor thanked the Council for their service and for their desire to serve the community. Taylor outlined the changes that have occurred due to the Covid-19 pandemic and explained the new procedures that have been put into place. Taylor highlighted the promotion of Officer Szymanski to Sergeant and reported that multiple donations have been made to the Police Department throughout the year.

- b. Fire Department** – Chief Shawn Bailey presented the end of the year report for 2020. Bailey outlined the changes that have been made to the department due to the Covid-19 pandemic and explained the new procedures that have been put into place. Bailey highlighted the community involvement the Fire Department has had during 2020, and stated they have received a generous amount support and encouragement throughout the year. Bailey presented a video of the birthday parades the department provided for children and elderly residents and explained the positive impact they have had on the community.

#### **D. REPORTS**

- 1. City Administrator** – Max updated the council regarding the Camp Lincoln Road /Hole in the Day Project and stated that she will be presenting to the Crow Wing County board a request to convey the parcels to the City of Nisswa at no cost to create a nature trail.
- 2. City Attorney** – none.
- 3. City Engineer** – none.

#### **E. NEW BUSINESS**

- 1. Short Form Agreement between the City of Nisswa and Widseth for Gull Lake Trail Engineering Services** – Max explained that this agreement was reviewed by the Gull Lake Trail Committee for Engineering services through Widseth. Mayor Ryan expressed his concern regarding the substantial shortfall of the costs between the Legacy Grant and the estimated cost of building the trail. Discussion ensued regarding the cost of engineering services and the overall cost of the trail. Councilmember Jacobson requested that the council remove \$11,000 from the agreement for the public bidding process to be added in at a later date. Motion by Jacobson, seconded by Ryan to approve the Short Form Agreement between the City of Nisswa and Widseth for Gull Lake Trail Engineering Services with the removal of \$11,000 for the public bidding process for a total cost of \$226,000. Motion carried unanimously.

  - a. Gull Lake Trail Committee Q&A (Information Only)**
- 2. Partial Pay Request #6 from Eagle Construction re: Waste Water Treatment Facility Improvements** –Motion by Krautkremer, seconded by Utzinger to approve Partial Pay Request #6 from Eagle Construction in the amount of \$368,839.79. Motion carried unanimously.
- 3. Resolution to approve the Local Road Improvement Program (LRIP) Funding Opportunity for Improvements to the Nokomis Ave/CSAH 77 Intersection** – Max stated that the City of Nisswa would like to submit a grant application to the MN DOTS Local Road Improvement Grant Program for a proposed roundabout at Nokomis Ave and CSAH 77. Motion by Krautkremer, seconded by Jacobson to approve the Resolution for the Local Road Improvement Program (LRIP) Funding Opportunity for Improvements to the Nokomis Ave/CSAH 77 Intersection. Motion carried unanimously.
- 4. Bay Colony Lift Station Upgrade** – Ryan stated that this is an essential upgrade for the lift station. Motion by Utzinger, seconded by Krautkremer to approve the Bay Colony Lift Station Upgrade in the amount of \$22,185 plus approximately \$2,500 for electrical connections. Motion carried unanimously.
- 5. Proposal for Engineering Services Concept Plan for the Hazelwood Drive Extension** – Motion by Utzinger, seconded by Krautkremer to approve the Proposal for Engineering Services Concept Plan for the Hazelwood Drive Extension in the amount of \$3,400. Motion carried unanimously.

6. **2021 Commission/Committee Appointments – Amended as of February 16, 2021 – Motion by Krautkremer, seconded by Utzinger to approve the 2021 Commission/Committee Appointments – Amended as of February 16, 2021. Motion carried unanimously.**
7. **2021 Council Liaison Appointments – Amended as of February 16, 2021 – Motion by Jacobson, seconded by Krautkremer to approve the 2021 Council Liaison Appointments – Amended as of February 16, 2021. Motion carried unanimously.**
8. **Appoint Tom MacAulay and Galen Strovers to the Public Works Committee – Motion by Krautkremer, seconded by Utzinger to approve the Appointment of Tom MacAulay and Galen Strovers to the Public Works Committee. Motion carried unanimously.**
9. **Personnel Updates – Motion by Jacobson, seconded by Utzinger to approve the Personnel Updates. Motion carried unanimously.**
10. **Nisswa City Council Plan Goals from Councilmember Mark Utzinger – Councilmember Utzinger explained the purpose for the Nisswa City Council Plan goals agenda item. Utzinger stated that it is the responsibility of the City Council to direct City staff, to be more involved in the decision-making process, and to open communication between various levels of staff in the City. Utzinger explained that he would like to see more dialog between City Council members, staff, and staff internally to help make positive changes and create positive solutions for the problems the City is facing. Motion by Krautkremer, seconded by Jacobson to approve the Nisswa City Council Plan Goals in concept and ask Councilmember Utzinger and City Administrator Max to gather more information and bring back more details to the March City Council Meeting. Motion carried unanimously.**

**F. OLD BUSINESS**

1. **Draft Golf Cart Ordinance and Memo dated February 16, 2021 from Jenny Max and Amber Moon Peterson – Max requested the City Council to schedule a public hearing in March finalize the Golf Cart Ordinance. Motion by Utzinger, seconded by Krautkremer to schedule a public hearing for March 16, 2021 for the purpose of adopting the Draft Golf Cart Ordinance. Motion carried unanimously.**

**G. COUNCIL REPORTS**

1. **Mayor – none.**
2. **Council Members – none.**

**H. ADJOURN – There being no further business, Motion by Krautkremer, seconded by Utzinger to adjourn the regular City Council meeting at 8:55 p.m. Motion carried unanimously.**

Respectfully Submitted,

---

John Ryan, Mayor

---

Jenny Max, City Administrator