

MINUTES OF THE REGULAR MONTHLY MEETING
OF THE MANHATTAN BEACH CITY COUNCIL

Tuesday May 5th 2026



The regular monthly meeting was held on Tuesday May 5th, 2026, at 7:00 PM

The following officers were present, Pro Temp Mayor Barb Hanson, City Clerk/Treasurer Marlene Yurek, Council Members Mike Dozark & Ashley Hanson. There were two (2) residents, one (1) business representative and two (2) police officers in the audience.

THE PLEDGE OF ALLEGIANCE WAS RECITED.

AGENDA AMENDMENTS: Pro Temp Mayor Barb Hanson stated the mayor's report had been omitted. A disagreement on the agenda regarding the acceptance of the resignation of Mayor Larson and appointing a new mayor. Clerk Marlene Yurek stated the order of the agenda items was as she had been instructed to do by the LMC research department. Council Member Mike Dozark made a motion to approve Mayor Larson's resignation. Council Member Ashley Hanson seconded the motion. Motion carried. Clerk Marlene Yurek stated there was a letter of interest from a resident to take the mayor's seat to complete the term. Pro Temp mayor stated she could continue as mayor. After discussion the issue was tabled until the June meeting.

CONTINUATION OF MAY 5TH 2025 DRAFT COUNCIL MEETING MINUTES

The meeting recording was impossible to transmit, the agenda wasn't followed, the animosity and harassment between the council members and pro temp mayor made it impossible. Therefore, I'm using the meeting summary from zoom with the corrections listed below.

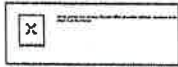
Page 3 – Claims & minutes – 1st & 2nd sentence should read Crow Wing Power & Culligan. Council Member Ashley Hanson made as motion to approve the claims list as printed. Council Member Mike Dozark seconded the motion. Motion carried. Council Member Mike Dozark made the motion to approve the April 14th, 2026, minutes as printed. Council Member Ashley Hanson seconded the motion. Motion carried. Council Process Improvement Discussion. 1st sentence should read Betty Worts. At the end of 2nd sentence should read Betty. At the end of 4th sentence Officer Davis should read. Last sentence (by all attendees) deleted

A motion to adjourn the meeting was made by Council Member Ashley Hanson and seconded by Council Member Mike Dozark.

The meeting adjourned at 8:10 PM


Marlene Yurek
City Clerk/Treasurer

From: Zoom <no-reply@zoom.us>
Sent: Tuesday, May 5, 2026 8:03 PM
To: clerk@manhattanbeachmn.org
Subject: Meeting assets for City of Manhattan Beach's Personal Meeting Room are ready!



Meeting assets for City of Manhattan Beach's Personal Meeting Room are ready!

[View meeting recap](#)

Meeting summary

Quick recap

This City Council meeting focused on addressing Mayor Kevin Larson's resignation and discussing various administrative matters. The council debated the proper procedure for appointing a new mayor, with conflicting information about whether immediate action was required versus waiting for public notice. They ultimately decided to postpone the mayor appointment decision to the next meeting. The meeting also covered approval of claims, with particular discussion about election-related training meetings for the city clerk. The council approved compensation for administrative assistance from a retired city clerk on an as-needed basis, with a maximum of 10 hours per month. Additional topics included a review of the liquor license application for Manhattan Beach Lodge, which was pending certain documentation requirements, and a discussion about video recording policies for council meetings. The conversation ended with a motion to adjourn at 8:01 PM.

Next steps

- City Clerk: Post the vacancy for the Mayor position after acceptance of the resignation, and ensure notice is given to the public per League of Minnesota Cities guidance.
- City Clerk: Obtain and provide to the Council the remaining required documentation for the Manhattan Beach Lodge liquor license (specifically, confirmation of real estate tax payment by May 31st and updated insurance documentation dated for the correct period), and follow up with the applicant as needed.
- City Clerk: Keep track of hours and tasks performed by administrative assistant (Krista Okerman), ensuring not to exceed 10 paid hours per month, and report hours/tasks to the Council.
- City Clerk: Seek approval from Council prior to attending future meetings or trainings, as per city procedure.

- Council: At the next meeting, consider inviting representatives from the League of Minnesota Cities and/or the Secretary of State's office (or similar neutral parties) to provide guidance on city procedures and help resolve ongoing procedural disputes.
- Council: At the next meeting, discuss and vote on whether to change the video retention policy and/or address the issue of correct meeting uploads, including possibly obtaining a price list for extended video retention.
- City Clerk: Contact Manhattan Beach Lodge applicant to request a report on safety compliance as part of the liquor license application process.

Summary

Mayor Resignation and Succession Process

The City Council held a meeting to address Mayor Larson's resignation, which was accepted effective April 14th. There was discussion about the timeline for appointing a new mayor, with conflicting information about whether this needed to be done immediately or could wait until the end of the year. The pro temp mayor clarified that according to guidance from the League of Minnesota Cities and the Secretary of State, there is no specific statutory time frame for appointing a new mayor, and the current pro temp mayor can continue in the role until the end of the year if desired.

Mayor Appointment Process Discussion

The council discussed the process for appointing a new mayor following Kevin's resignation. Marlene made a motion to appoint Betty as mayor for the remainder of the year, which Mike seconded. The council debated whether proper notice had been given to the public about the vacancy and appointment process. After discussion about procedural requirements and concerns about rushing the decision, the council voted to delay the appointment decision to their next meeting to allow for more public input.

Election Training Requirements Review

The meeting focused on reviewing claims and discussing election-related training requirements. City explained that required election training meetings for clerks, including one attended at Staples and another scheduled for the next day, do not need council approval. There was discussion about mail-in ballot procedures, with City clarifying that as a mail-in precinct, the county handles all voting processes including ballot mailing and counting, and that clerks are not required to attend training for mail-in ballots according to the Secretary of State's office.

Clerk Election Meeting Requirements

City discussed the requirement for clerks to attend mandatory election meetings, noting that while the state and League of Minnesota voters may have different guidelines, the bylaws specify that council approval is needed for such attendance. City expressed frustration about following proper procedures and questioned why this matter wasn't raised earlier, particularly since election meetings are mandatory for clerks, including those handling mail-in precincts. The discussion appeared to end without a clear resolution to the procedure question.

Meeting Requests and Compensation Approval

City discussed attending a 3-hour meeting and planned to attend another one-hour meeting the next day. She mentioned an upcoming meeting on May 14th regarding open meeting law and data practice. City requested approval for several meetings and compensation for administrative assistance, specifically seeking \$25 per hour for Chris Orcherman's help with CTAS system. The council questioned the need for external assistance and discussed the possibility of having a deputy clerk position, though City clarified that such a position doesn't require residency in Manhattan Beach.

Claims and Minutes Review Meeting

The meeting focused on reviewing claims and receipts, with the city approving claims for Crowning ✓ County and Colgate ✓ despite having no receipts for some items. The city clarified that open forum comments are not included in meeting minutes and addressed confusion about previous meeting minutes, particularly regarding a mayor's resignation. It was noted that corrected draft minutes would be posted the following day.

Council Process Improvement Discussion

✓ Gregg, a community member with 30 years of experience, expressed concerns about animosity and lack of progress in the council due to inter-family relationships affecting decision-making. He ✓ requested that the council invite representatives from the League of Minnesota Cities and state officials to provide guidance on proper procedures at the next meeting. ✓ Gregg suggested contacting the city clerk in Emily for assistance in connecting with the League of Minnesota Cities representative.

Remote Council Meeting Policy Rescind

The meeting focused on discussing and voting to rescind a policy regarding council members attending meetings remotely. After previous discussions about the policy's relevance in the current context, a motion was made and seconded to rescind the policy requiring council members to attend only three times per calendar year. The motion was approved with no opposition. The conversation ended with an open forum where a question was asked about paperwork from Ms. Kista, which was confirmed to have been received by ✓ all attendees.

Council Meeting Administrative Updates

The council approved compensating Krista Okerman for administrative assistance on an as-needed basis, with a maximum of 10 hours per month and proper hour tracking required. The city clerk reported progress on the Manhattan Beach Lodge liquor license application, noting that real estate taxes are due by May 31st and insurance documentation is still pending. The council also discussed video recording issues at P&Z meetings, with Dylan clarifying that the one-year video policy requires

council vote to change, though there was some confusion about which meeting had been incorrectly uploaded.

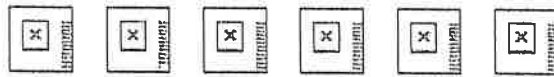
View in Zoom

AI can make mistakes. Review for accuracy.

Please rate the accuracy of this summary. 

Thank you for choosing Zoom,

The Zoom Team



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