

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
January 4, 2022
6:30 PM**

Mayor Kavanaugh called the January 4, 2022 regular Council meeting to order at 6:30 PM. The pledge of allegiance was recited.

ROLL CALL

Present: Mayor Kavanaugh, Councilors Ruttger, Demgen and Hoffmann, City Administrators Mason & Christensen, Public Works Director Jasmer, Administrative Assistant Schack

Absent: Councilor Bergin

Audience: Bruce Buxton, Jana Keefe, Gary Scheeler, Chris Sonmor

ADOPTION OF AGENDA

4a. Additions: None

4b. Deletions:

Councilor Hoffmann moved and Councilor Ruttger seconded the motion to approve the agenda as presented. All present voted in favor thereof. Motion carried.

ADOPTION OF CONSENT AGENDA

Councilor Demgen moved and Councilor Ruttger seconded the motion to approve the following Consent Agenda items. All present voted in favor thereof. Motion carried.

5a. December 7, 2021 City Council Meeting Minutes

5b. Financial Report

- ◆ November, 2021 bank statement information
 - Checking Account:
 - Total Additions: \$66,987.65
 - Total Subtractions: \$113,068.53
 - Ending Balance: \$129,969.54
 - Interest Earned to date: \$19.28
 - Money Market Account:
 - Interest Earned: \$10.75
 - Ending Balance: \$654,164.97
 - Interest Earned to date: \$108.24
- ◆ Approve December, 2021 Check Register
 - Claims 21267 to 21287 for total amount of \$26,842.80
- ◆ Approve December, 2021 payroll EFT payments
 - EFT Payroll: \$18,620.76; EFT Transmittals: \$18,674.07
- ◆ Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

Jana Keefe addressed the Council regarding the First Responders and rebuilding and restructuring the team. It was noted that there are currently about five people with radios and bags. Mayor Kavanaugh noted that the City could address the issue via the city website, asking for volunteers. It was noted that the resorts might have people that may be interested.

PLANNING & ZONING

No Report

WASTEWATER & ROAD REPORT

8a. Speed Limit changes to 25 mph on Gull Point Road

Gary Scheeler addressed the Council regarding the speed limit changes. Administrator Mason noted from the east entry of Harbor Place Road to the west end of Gull Point Road near Ernie's could be changed to 25. This would make it safer for walking residents and where the future trail will cross Gull Point Road. It was also noted that more residents should be asked to give their opinion on the speed issue for other roads.

8b. 2023 Project Update – WSB-Chris Sonmor

Chris Sonmor gave the Council an update on the 2023 Project. Discussion ensued regarding the trail bridge for the channel crossing.

8c. MMB monies received – Small Cities Assistance (Roads) of \$ and Agricultural Credit of \$

Administrator Mason noted all the money has been received and it will be applied to the Suomi Drive and Leewood Lane project.

8d. Contract for reconstruction of Suomi Drive and Leewood Lane

It was noted that the money from the small city's assistance grant will be put toward the road projects. The Anderson Brothers' contracts totaled \$132,582.78 and were reviewed and discussed. It was decided to go ahead with the project and sign contracts before oil prices increased more.

Councilor Hoffmann moved and Councilor Demgen seconded the motion to approve the Anderson Brothers contracts for reconstruction of Suomi Drive for \$43,867.83 and Leewood Lane for \$88,714.95. All present voted in favor thereof. Motion carried.

Discussion ensued regarding the MPCA letter closing the notice of violation. Superintendent Jasmer noted the phosphorous reduction in the north plant is improving dramatically.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

11a. New Administrator introduction – Laura Christensen

Mayor Kavanaugh welcomed Laura and had her briefly address the Council and audience.

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

13a. 2022 City Appointments

Mayor Kavanaugh announced the City Appointments, and they were reviewed and discussed.

Councilor Demgen moved and Councilor Hoffmann seconded, the motion to adopt Resolution 01: 01-22 – for 2022 City Appointments; absent: Councilor Ruttger. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

CITY ADMINISTRATOR REPORT

14a. LMCIT Dividend Information

It was noted that the dividend for 2021 from LMCIT was \$565.00.

14b. Publishing of 2022 Summary Budget

The Summary Budget was discussed.

CITY OF EAST GULL LAKE SUMMARY BUDGET DATA		
	2021	2022
Revenues	Adopted Budget	Adopted Budget
Property Taxes	\$829,400.00	\$851,900.00
Licenses and permits	\$32,250.00	\$39,750.00
Miscellaneous Revenues	\$84,484.61	\$106,320.84
Wastewater Revenues	\$566,427.32	\$595,337.32
PFA In-House Revenues	\$207,000.00	\$192,786.95
State Aid	\$6,991.00	\$6,991.00
Interest	\$3,000.00	\$2,000.00
Airport Revenues	\$5,000.00	\$4,400.00
Total Revenues	\$1,734,552.93	\$1,799,486.11
Expenditures		
General Government	\$151,179.04	\$171,043.55
Public Safety	\$68,210.00	\$69,855.00
Roads, Streets, Highway	\$153,532.61	\$286,342.26
GO Bond WW Expenses	\$46,359.25	\$49,554.00
GO Bond Roads Expenses	\$295,472.75	\$302,806.00
PFA In-House Debt	\$380,030.00	\$380,180.00
Parks and Recreation	\$23,673.00	\$19,382.45
Planning & Zoning	\$91,942.61	\$118,971.30
Wastewater Expenditures	\$575,850.47	\$591,467.21
Capital Outlay WW	\$0.00	\$0.00
Airport Expenditures	\$7,650.00	\$7,650.00
Total Expenditures	\$1,793,899.73	\$1,997,251.77

Councilor Ruttger moved and Councilor Hoffmann seconded the motion to approve the Summary Budget for publishing. All present voted in favor thereof. Motion carried.

14c. Airport Mowing Bids

The two bids for mowing the City Airport were reviewed and discussed. It was decided to accept the Anderson’s Commercial Property Maintenance bid for \$9,000.00.

Councilor Bergin moved and Councilor Demgen seconded the motion to approve the contract to mow the City Airport runway with Anderson's Commercial Property Maintenance for \$9,000.00. All present voted in favor thereof. Motion carried.

14d. Cass County EDC 2021 Donation and Update

Information regarding the EDC information was discussed and reviewed.

14e. EFT AP Payments

Discussion ensued regarding the AP invoices that have been approved by the passing of the budget. It was noted that because of the inconsistency of the post office mail service and the possibility of late fees, it would be expedient to pay the following invoices via EFT:

- MN Power (electric service)
- Xcel Energy (natural gas)
- Verizon (city cell phones)
- Canon Financial Services (copier lease)
- Pitney Bowes (postal machine)
- Bond Trust Services

It was noted that the above list is not all inclusive, but staff can decide to include others based upon what is already approved in the budget. It was also noted that the monthly list approved by Council will include the payments made via EFT as well as checks sent.

Councilor Demgen moved and Councilor Hoffmann seconded the motion to approve making AP payments via EFT based upon approved budget. All present voted in favor thereof. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

Mayor Kavanaugh noted he would like to encourage residents to sign up for email from the city website.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning MeetingTuesday, January 25, 2022 at 6:30pm
City Council Meeting Tuesday, February 08, 2022 at 6:30pm

Councilor Hoffmann moved and Councilor Demgen seconded the motion to adjourn the meeting. All present voted in favor thereof. Motion carried.

Transcribed by East Gull Lake Administrative Assistant
Kathy Schack

These minutes are paraphrased and are not written word for word.

***CONSENT AGENDA ITEMS** are considered to be routine and noncontroversial by the Council and will be approved by one motion. There will be no separate discussion for decision of these items unless a Councilmember, staff member, or citizen so requests due to a speculative controversy, in which case the item will be removed from the consent agenda and considered under the regular agenda.

****OPEN FORUM** allows the public to speak to the Council regarding issues that are not on the agenda.