

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL  
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA  
REGULAR SESSION  
February 8, 2022  
6:30 PM**

Mayor Kavanaugh called the February 8, 2022 regular Council meeting to order at 6:30 PM. The pledge of allegiance was recited.

**ROLL CALL**

Present: Mayor Kavanaugh, Councilors Bergin, Demgen and Hoffmann, City Administrators Mason and Christensen, Public Works Director Jasmer  
Absent: Councilor Ruttger, Administrative Assistant Schack  
Audience: Shane Jordan, Jack Hickerson, Gary Scheeler

**ADOPTION OF AGENDA**

- 4a. Additions: 8a., 14c., 14d.
- 4b. Deletions: None

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

- 5a. January 4, 2022 City Council Meeting Minutes
- 5b. Financial Report
  - ◆ December, 2021 bank statement information
    - Checking Account
      - Total Additions: \$435,096.98
      - Total Subtractions: \$93,953.17
      - Ending Balance: \$471,113.35
      - Interest Earned to date: \$23.44
    - Money Market Account
      - Interest Earned: \$11.12
      - Ending Balance: \$654,176.09
      - Interest Earned to date: \$119.36
  - ◆ Approve January, 2022 Check Register
    - Checks 21288 to 21323 and EFTs 202201061 to 202201242 for the total amount of \$380,814.73
  - ◆ Approve January, 2022 payroll EFT payments
    - EFT Payroll: \$19,996.27; EFT Transmittals: \$17,432.54
  - ◆ Monthly Budget Report, Delinquent WW Customers Report

**OPEN FORUM\*\***

- 6a. Ruth Lake Association Contract Update  
Administrator Mason noted the contract from Rardin was reviewed. The money from Ruth Lake Association has been received and the project can move forward. It was noted that the agreements have been signed and recorded.

**Councilor Hoffmann moved and Councilor Bergin seconded the motion to accept the contract with Rardin to complete the Ruth Lake Outlet Project for \$66,580 as the money has been received from Ruth Lake Association. All present voted in favor thereof. Motion carried.**

#### **PLANNING & ZONING**

- 7a. CUP 2021-95 – Larry Grimstad solar panel array  
Administrator Mason noted the Commission tabled the CUP for Mr. Grimstad to propose a way to conceal the array from neighboring properties.
  
- 7b. Planning Commission Meeting Report  
Administrator Mason noted Administrator Christensen is getting ready to take over the responsibilities of the Planning Commission Administrator.

#### **WASTEWATER & ROAD REPORT**

- 8a. Update on 2023 project  
Administrator Mason read the update Chris Sonmor sent as he was not able to attend the meeting. It was noted that Cass County will be hearing from engineering companies on February 28, 2022 at East Gull Lake City Hall to determine the winner of the final bid for the County portion of the project.

**Councilor Demgen moved and Councilor Bergin seconded the motion to grant WSB a \$7,649.00 fee to assemble the appropriate funding applications. All present voted in favor thereof. Motion carried.**

- 8b. Transfer administration of SSTS program to Cass County  
Mayor Kavanaugh noted that the County will be taking over the inspections of the private septic systems in East Gull Lake.
  
- 8c. Update on phosphorous level  
Superintendent Jasmer noted the process is going well.

#### **PUBLIC SAFETY**

No Report

#### **PARK & TRAILS**

No Report

#### **PERSONNEL COMMITTEE**

No Report

#### **BUDGET COMMITTEE**

No Report

#### **MAYOR'S REPORT**

No Report

#### **CITY ADMINISTRATOR**

- 14a. Discuss investment of city funds  
A summary of 2021 investments was presented by Administrator Christensen along with options for investment strategies into the future.

14b. Consider addition of MSRS MNDCP Retirement Program for city employees

Administrator Christensen informed the council of the MSRS MNDCP program which will be available to city staff on a voluntary basis.

14c. Discuss use of AT Group

Administrator Christensen presented the council with the option to administer PEIP program inhouse vs using AT Group. The council responded in favor to the proposal and noted the city could refer back to AT Groups services if ever needed.

14d. Upcoming Events and Trainings

Administrator Christensen presented the council with two training opportunities sponsored by the League of Minnesota Cities; Safety and Loss Control Workshop and League of MN Cities Annual Conference.

14e. ~~Ruth Lake Association Contract Update~~ – switch to Open Forum

**OLD BUSINESS**

None

**NEW BUSINESS**

16a. Brainerd Lakes Chapter Muskies Raffle Permit Application – Cragun’s Legacy on April 2, 2022

**Councilor Demgen moved and Councilor Bergin seconded, the motion to adopt Resolution 02: 01-22 – a raffle to be held by Brainerd Lakes Chapter Muskies at Cragun's Legacy on April 2, 2022; absent: Councilor Ruttger. All present voted in favor thereof. Motion carried by 4/5 roll call vote.**

16b. MN Sheriff’s Raffle Permit Application – Cragun’s Resort on June 7, 2022

**Councilor Demgen moved and Councilor Bergin seconded, the motion to adopt Resolution 02: 02-22 – a raffle to be held by MN Sheriff’s Association at Cragun's Resort on June 7, 2022; absent: Councilor Ruttger. All present voted in favor thereof. Motion carried by 4/5 roll call vote.**

16c. MN Sheriff’s Raffle Permit Application – Cragun’s Legacy on September 16, 2022

**Councilor Demgen moved and Councilor Bergin seconded, the motion to adopt Resolution 02: 03-22 – a raffle to be held by MN Sheriff’s Association at Cragun's Legacy on September 16, 2022; absent: Councilor Ruttger. All present voted in favor thereof. Motion carried by 4/5 roll call vote.**

**NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS**

Planning and Zoning Meeting ..... Tuesday, February 22, 2022 at 6:30pm  
City Council Meeting .....Tuesday, March 01, 2022 at 6:30pm

**Councilor Bergin moved and Councilor Hoffmann 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.