

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
March 1, 2022
6:30 PM**

Mayor Kavanaugh called the March 1, 2022 regular Council meeting to order at 6:30 PM. The pledge of allegiance was recited.

ROLL CALL

Present: Mayor Kavanaugh, Councilors Bergin and Demgen, City Administrators Mason & Christensen, Administrative Assistant Schack

Absent: Councilors Ruttger and Hoffmann

Audience: Gary Scheeler

ADOPTION OF AGENDA

4a. Additions: **8b**

4b. Deletions:

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

5a. February 8, 2022 City Council Meeting Minutes

5b. Financial Report

- ◆ January, 2022 bank statement information:
 - Checking Account:
 - Total Additions: \$143,240.15
 - Total Subtractions: \$425,312.84
 - Ending Balance: \$189,040.66
 - Interest Earned to date: \$2.32
 - Money Market Account:
 - Interest Earned: \$11.11
 - Ending Balance: \$654,187.20
 - Interest Earned to date: \$11.11
- ◆ Approve February, 2022 Check Register
 - Claims 21324 to 21339 for total amount of \$29,191.61
- ◆ Approve February, 2022 payroll EFT payments
 - EFT Payroll: \$22,753.86; EFT Transmittals: \$14,342.67
- ◆ Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

None

PLANNING & ZONING

7a. No report – meeting cancelled

WASTEWATER & ROAD REPORT

8a. County/Municipal Agreement for Services between the City of East Gull Lake and Cass County Administrator Christensen noted that the SSTS agreement with the County needs to be kept on the radar. Mayor Kavanaugh stated action should be taken during the April meeting.

8b. Update on 2023 Project from Chris Sonmor (WSB)

Administrator Christensen read the report from Chris Sonmor of WSB. It was noted that a resolution (Resolution03:02-22) needs to be passed on March 1st. This documentation needs to accompany the submittal. The resolution details the City's responsibility to cover any required matches for the work if successful in securing funds.

Councilor Demgen moved and Councilor Bergin seconded, the motion to adopt Resolution 03: 02-22 – for local trail connections grant application to the DNR; absent: Ruttger and Hoffmann. All present voted in favor thereof. Motion carried by 3/5 roll call vote.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

11a. General report of Personnel Committee Meeting

Discussion was held regarding the position opening of the Wastewater Superintendent and Administrator Christensen noted that the Public Works Director position is being posted from February 24 through March 15, 2022. Hiring range salary was decided to be \$28.84 per hour to \$36.06 per hour, which is the maximum amount budgeted for 2022. It was noted that the aim is to hold interviews on March 23, 2022.

11b. Consider approval of job description for Public Works Director position

Administrator Christensen noted that the title and description was changed to better reflect the over encompassing position.

Councilor Demgen moved and Councilor Bergin seconded the motion to approve the job description for Public Works Director position. All present voted in favor thereof. Motion carried.

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

No Report

CITY ADMINISTRATOR

14a. Minnesota Power notice of proposed rate increase

Discussion was held regarding the rate increase from the power company. Budget for power was discussed and it was noted that we should be within the budgeted amount.

OLD BUSINESS

None

NEW BUSINESS

16a. Resolution 03:01-22 – Re-establish Precincts and Polling Places

Cass County Election Administrator, Pam Smith, provided the information for the reestablishing precincts and polling places within Cass County.

Councilor Demgen moved and Councilor Bergin seconded, the motion to adopt Resolution 03: 01-22 – for Reestablishing Precincts and Polling Places; absent: Ruttger and Hoffmann. All present voted in favor thereof. Motion carried by 3/5 roll call vote.

16b. Review and Approve Annual Service Proposal and Contract for Whelen Outdoor Warning Sirens

Councilor Demgen moved and Councilor Bergin seconded the motion to approve the contract for Whelen Outdoor Warning Sirens. All present voted in favor thereof. Motion carried.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning MeetingTuesday, March 29, 2022 at 6:30pm
City Council Meeting Tuesday, April 05, 2022 at 6:30pm

Councilor Demgen moved and Councilor Bergin 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.