

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
April 5, 2022
6:30 PM**

Acting Mayor Ruttger called the April 5, 2022 regular Council meeting to order at 6:30 PM.
The pledge of allegiance was recited.

ROLL CALL

Present: Councilors Bergin, Ruttger, Demgen and Hoffmann

Absent: Mayor Kavanaugh

City Staff: City Administrator Laura Christensen, Public Works Director Matt Poythress, Administrative Assistant Kathy Schack

P&Z Representative: Planning Commission Chair Bruce Buxton

Audience: Jana Keefe, Gary Scheeler, Chris Sonmor, Matt Indihar

ADOPTION OF AGENDA

4a. Additions:

8c. WSB 2023 Project Update

14a. Approval of Agreement and Authorization for Access to the Employer Reporting & Information System for PERA

16f. Approve MN Trail Assistance Program Application for Pine Beach Ski Trail

4b. Deletions: None

Councilor Bergin moved and Councilor Hoffmann seconded the motion to approve the agenda as amended. 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. Click here to enter a date. City Council Meeting Minutes

5b. Financial Report

- ◆ Click here to enter a date. bank statement information
 - Checking Account
 - Total Additions: \$83,456.73
 - Total Subtractions: \$73,023.69
 - Ending Balance: \$199,473.70
 - Interest Earned to date: \$3.82
 - Money Market Account
 - Interest Earned: \$10.03
 - Ending Balance: \$654,197.23
 - Interest Earned to date: \$21.14
- ◆ Approve March, 2022 Check Register
 - Claims 21340 to 21361 and EFTs 20220301, 20220308 & 20220323 for total amount of \$39,053.95
- ◆ Approve March, 2022 payroll EFT payments
 - EFT Payroll: \$22,331.94; EFT Transmittals: \$19,896.41
- ◆ Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

6a. Jana Keefe – First Responders

Jana addressed the Council regarding training people for the First Responders. She indicated that the City did pay for the training when it was first formed and was wondering if the City would be willing to fund the program again. She also noted that the equipment is here but may need some upgrading. She noted there were 12 people at the beginning of the group and now there are only two (2). It was noted that this program is strictly a volunteer basis and not compensated in any form. She stated that training can be obtained for \$600 or \$650 per person. Councilor Hoffmann noted it would be well worth the effort for the City to promote to program and pay for the training. Councilor Bergin noted the payment should be based upon successful completion. Councilor Ruttger noted it had been a valuable asset for the City. It was decided to try to recruit members and offer funds for the training as support by the City. Jana stated that she would work with the city to put together flyers and stated the city bulk email could be used to pass on the information as well as posting flyers in several places of business.

Councilor Hoffmann moved and Councilor Demgen seconded the motion to support the first responders for up to 10 people for training at \$650.00 per person. All present voted in favor thereof. Motion carried.

PLANNING & ZONING

7a. Planning Commission meeting Report

Chair Buxton reported on the Planning Commission meeting noting the applicant pulled the permits for the public hearings and the two-month site visitation was presented. He stated the open permits from previous years were discussed noting that some of the permits from 2020 may need watching to make sure they are completed correctly. There are no open permits prior to 2020.

WASTEWATER & ROAD REPORT

8a. Birch Island Road

Administrator Christensen reported that a resident stopped by indicating flooding on the road. It was noted that the berm was holding the water on the road and will need attention.

8b. Approval of County/Municipal Agreement for Services between the City of East Gull Lake and Cass County

Administrator Christensen noted that the City has not received the contract from the attorney.

8c. WSB 2023 Project Update

Matt Indihar noted Chris Sonmor has left WSB and he will be taking that position. He noted there was a grant submitted to the DNR and they are coordinating with Bolton & Menk for the County portion of the project. He noted that a meeting has been set up to meet with Administrator Christensen, the new Public Works Director, and the Wastewater & Roads Committee on Monday.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

11a. Hiring of Matt Poythress

Administrator Christensen noted that Matt will be starting April 11, 2022.

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

No Report

CITY ADMINISTRATOR

14a. Approval of Agreement and Authorization for Access to the Employer Reporting & Information System for PERA

Councilor Hoffmann moved and Councilor Bergin seconded the motion for authorization for Laura Christensen for access to the Employer Reporting & Information System for PERA. All present voted in favor thereof. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

16a. Consider investment of city funds

Administrator Christensen summarized the City's financial position in 2021 and brought forth investment strategy recommendations moving forward.

Councilor Bergin moved and Councilor Hoffmann seconded the motion to invest \$400,000 into a 12-month CD targeting a 0.7% interest with the understanding that an early withdrawal due to cash emergency will not be penalized. All present voted in favor thereof. Motion carried.

16b. Consider approval of Bremer Bank City of East Gull Lake Signature Card

Councilor Demgen moved and Councilor Hoffmann seconded the motion to add Laura Christensen and remove Robert Mason from the official Bremer Bank City of East Gull Lake Signature Card. All present voted in favor thereof. Motion carried.

16c. LMCIT Property/Casualty & Worker's Compensation Coverage Renewals

Councilor Demgen moved and Councilor Hoffmann seconded the motion to approve the LMCIT Coverage Renewals. All present voted in favor thereof. Motion carried.

16d. LMCIT Tort Liability Waiver Form

Councilor Demgen moved and Councilor Bergin seconded the motion to not waive the monetary limits on municipal tort liability coverage through League of Minnesota Cities Insurance Trust. All present voted in favor thereof. Motion carried.

16e. BOAE meeting April 25, 2022

It was noted that the BOAE will be held on April 25, 2022 at 10AM.

Councilor Demgen moved and Councilor Bergin seconded the motion to approve the application for grant-in-aid cross country ski trails, known as the Pine Beach Ski Trail for 2022-2023, where the City will act as a sponsoring agent. Roll call vote with all present voting in favor thereof, with Mayor Kavanaugh abstaining. Motion carried.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Wastewater & Road Committee Meeting..... Monday, April 11, 2022 at 2:00pm
Planning and Zoning Meeting Tuesday, April 26, 2022 at 6:30pm
City Council Meeting Tuesday, May 03, 2022 at 6:30pm

Councilor Hoffmann 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.