

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
June 7, 2022
6:30 PM**

Mayor Kavanaugh called the June 7, 2022 regular Council meeting to order at 6:30 PM. The pledge of allegiance was recited.

ROLL CALL

Present: Mayor Kavanaugh, Councilors Bergin, Ruttger, Demgen and Hoffmann

Absent: None

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

P&Z Representative: Planning Commission Chair Bruce Buxton

Audience: Rob Mason, Paul Sandy, Matt Indihar, Emily Bauernfeind, Jerry Stromberg, Jennie Ward, Jim Ward, Ben Thuringer, Brian Thuringer

ADOPTION OF AGENDA

4a. Additions: 5c, 14a, 16e

4b. Deletions: None

Councilor Hoffmann 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. May 3, 2022 City Council Meeting Minutes

5b. Financial Report

- ◆ April, 2022 bank statement information
 - Checking Account:
 - Total Additions: \$131,617.04
 - Total Subtractions: \$80,386.32
 - Ending Balance: \$163,554.48
 - Interest Earned to date: \$5.87
 - Money Market Account:
 - Interest Earned: \$5.72
 - Transfer to CD: \$400,000.00
 - Ending Balance: \$254,214.06
 - Interest Earned to date: \$37.97
 - Certificate of Deposit:
 - Balance: \$400,000.00
- ◆ Approve May, 2022 Check Register
 - Claims 21402 to 21420 for total amount of \$48,978.85
- ◆ Approve May, 2022 payroll EFT payments
 - EFT Payroll: \$22,665.05; EFT Transmittals: \$17,115.47
- ◆ Monthly Budget Report, Delinquent WW Customers Report

5c. Fireworks permit – North Star Fireworks on July 4, 2022 at Madden’s Resort

Fireworks permit – J&M Displays for New Horizon Academy on June 29, 2022 at Madden's Resort

OPEN FORUM**

- 6a. None

PLANNING & ZONING

- 7a. Planning Commission Meeting Report

Chair Buxton addressed the Council regarding the Planning Commission meeting. Chair Buxton noted the Administrator's Report was reviewed after the subcommittee discussion.

- Presentation by DNR Area Hydrologist Darrin Hoverson
- Kevin Yeager's address to the commission regarding the Klaus property

- 7b. Subcommittee selection regarding Planning and Zoning matters

It was noted the members chosen to represent the newly formed Land Use Subcommittee as Councilor Carol Demgen, Councilor Jim Ruttger, Laura Christensen, and Ben Thuringer. Paul Tollefson and Marty Halvorson were suggested by the Planning Commission.

Councilor Bergin moved and Councilor Bergin seconded the motion to appoint Councilor Carol Demgen, Councilor Jim Ruttger, Laura Christensen, Ben Thuringer, Paul Tollefson, and Marty Halvorson to represent the newly formed Land Use Subcommittee. All present voted in favor thereof. Motion carried.

WASTEWATER & ROAD REPORT

- 8a. 2023 Project Update

Matt Indihar introduced Paul Sandy stating that he will be replacing Chris Sonmor as manager of the project. Paul discussed the intermediate lift station noting the Scott Hoffmann property as the preferred site. Funding for the wastewater portion of the project was discussed. Discussion then ensued regarding the funding for the road and trail portion of the project.

- 8b. Approval of Resolution 06:04-22 Wastewater Facility Plan Amendment

Councilor Ruttger moved and Councilor Demgen seconded, the motion to adopt Resolution 06: 04-22 – for Facility Plan Amendment 2022; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

- 8c. Wastewater Reroute Project placed on MN Public Facilities Authority IUP

- 8d. Leewood Lane/Suomi Drive project update

Mayor Kavanaugh noted the project is complete and looks great. He noted that in the future the city needs to spec out black dirt for the sides of the roads.

- 8e. Radar sign purchase and schedule

There have been several residents' complaints regarding speeding on city roads. It was noted that a speed sign should be ordered as it was already approved.

- 8e. Crack Sealing quote

Jerry Stromberg addressed the Council regarding a crack sealing quote for \$15,986.13 for Birch Ln, Poplar Dr, Gull River Rd and Green Gables Rd.

Councilor Bergin moved and Councilor Hoffmann seconded the motion to approve the crack sealing quote for a not-to exceed \$16,000.00 leaving the vendor up to Jerry Stromberg and Administrator Christensen. All present voted in favor thereof. Motion carried.

- 8e. City Hall parking lot improvement

Jerry Stromberg addressed the Council regarding city hall parking lot improvement for \$3,975.34. Discussion ensued regarding the possibility of repaving rather than seal coating.

PUBLIC SAFETY

- 9a. Pillager Area Fire Protection Association 2023 Assessment
It was noted that the increase is in line with the members increase.

PARK & TRAILS

- 10a. Parks and Trails Committee Meeting Report
Administrator Christensen addressed the Council regarding the Parks & Trails meeting.
- 10b. Repainting the tennis court for pickle ball

Councilor Bergin moved and Councilor Demgen seconded the motion to approve repainting remaining portion of the pickle ball court blue for a not-to-exceed cost of \$2,000.00. All present voted in favor thereof. Motion carried.

- 10a. Madden's trail underpass
Administrator Christensen addressed the Council regarding the underpass to connect the trails on both sides of the road.

PERSONNEL & BUDGET COMMITTEES

No Reports

MAYOR'S REPORT

- 13a. Mayor Kavanaugh noted that Rob Mason will no longer be requested to work for the city. He noted that Rob would like to keep the city purchased laptop and phone. It was decided to allow him to keep both for \$1.00 each.

Councilor Hoffmann moved and Councilor Bergin seconded the motion to approve having Rob Mason keep the laptop and phone for \$2.00. All present voted in favor thereof. Motion carried.

- 13b. Mayor Kavanaugh reviewed information regarding supermajority authority to make ordinance changes. It was noted that a supermajority is required by city ordinance and is legal as it is stricter than state statute.
- 13c. Mayor Kavanaugh noted the Open House for the Maxson Development was held on June 2, 2022 with 19 in attendance. He noted that it went quite smoothly. The developer was there to answer questions and concerns. It was noted the EAW is open for comment until June 23, 2022.

CITY ADMINISTRATOR

- 14a. IRIS – Infants Remembered In Silence request for endorsement

Councilor Hoffmann moved and Councilor Demgen seconded, the motion to adopt Resolution 06: 05-22 – to endorse October 15th as Pregnancy and Infant Loss Remembrance Day; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

OLD BUSINESS

None

NEW BUSINESS

- 16a. Quote from Schlenner Wenner & Co. to prepare summary financial statements on behalf of the City for the year ended December 31, 2021 totaling \$450.00

Councilor Bergin moved and Councilor Demgen seconded the motion to approve the proposal from Schlenner Wenner & Co. to prepare summary financial statements for the city for 2021 for \$450.00. All present voted in favor thereof. Motion carried.

- 16b. Resolution 06:01-22 – Appoint Election Judges
The following were recommended to be appointed as election judges:
- *Eunice Wiebolt – Head Judge*
 - *Laura Christensen – Election Judge/Admin*

- *Kathy Schack – Election Judge/Admin*
- *Vicki Smith – Basic Election Judge*
- *Patti Younghans – Basic Election Judge*
- *Ann Bergin – Basic Election Judge*
- *Jenna Ude – Basic Election Judge*
- *Mary Kay Larson – Basic Election Judge*
- *Mary Klang – Basic Election Judge*

Councilor Hoffmann moved and Councilor Demgen seconded, the motion to adopt Resolution 06: 01-22 – to appoint election judges for the year 2022; abstain: Councilor Bergin. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

16c. Resolution 06:02-22 – Nisswa Women’s Club Raffle on 8/18/22 at Cragun’s Legacy

Councilor Ruttger moved and Councilor Bergin seconded, the motion to adopt Resolution 06: 02-22 – a raffle to be held by Nisswa Women's Club at Cragun's Legacy on August 18, 2022; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

16d. Resolution 06:03-22 – Advocates for Reproductive Education Raffle on 7/17/22
at Madden’s Outdoor Pavilion

Councilor Demgen moved and Councilor Hoffmann seconded, the motion to adopt Resolution 06: 03-22 – a raffle to be held by Advocates for Reproductive Education at Madden's Outdoor Pavilion on July 17, 2022; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

16e. LMCIT Renewal Premium Summary

The insurance premium for 2022-2023 was discussed.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning MeetingTuesday, June 28, 2022 at 6:30pm
City Council Meeting Tuesday, July 05, 2022 at 6:30pm

Councilor Bergin 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.