

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

Mayor Kavanaugh called the November 1, 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
Absent: Councilor Ruttger
City Staff: City Administrator Laura Christensen, Public Works Director Matt Poythress, Administrative Assistant Kathy Schack
P&Z Representative: Planning Commission Chair Bruce Buxton
Audience: Paul Sandy

ADOPTION OF AGENDA

- 4a. Additions: None
- 4b. Deletions: **16c**

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. October 4, 2022 City Council Meeting Minutes
- 5b. Financial Report
 - ◆ September, 2022 bank statement information
 - Checking Account
 - Total Additions: \$74,602.14
 - Total Subtractions: \$108,067.92
 - Ending Balance: \$102,288.16
 - Interest Earned to date: \$23.93
 - Money Market Account
 - Interest Earned: \$13.53
 - Transfer to Checking: \$54,250.00
 - Ending Balance: \$55.25
 - Interest Earned to date: \$129.16
 - Certificate of Deposit:
 - Balance: \$400,000
 - ◆ Approve October, 2022 Check Register
 - Claims 21568 to 21616 for total amount of \$63,246.34
 - ◆ Approve October, 2022 payroll EFT payments
 - Payroll & EFT Transmittals: \$33,163.90
 - ◆ Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

None

PLANNING & ZONING

- 7a. Lot Split Application #2022-61, Nancy Carlson

It was noted the city attorney stated that the condition of an addition of the 33 feet ROW was not needed.

Councilor Bergin moved and Councilor Hoffmann seconded to approve Lot Split #2022-61, Nancy Carlson as presented by the Planning Commission with the exclusion of an easement stating the 33 foot easement for the ROW. All present voted in favor thereof. Motion carried.

- 7b. Airport discussion; consider professional airport consultant

Mayor Kavanaugh stated that he would like to see a layout plan done soon with the idea of hangars be able to be built by next spring. He noted that the individual would build the hangar and then lease it from the city. Administrator Christensen indicated the request to move forward with the ALP as recommended by MnDOT.

Councilor Hoffmann moved and Councilor Demgen seconded the motion to authorize Administrator Christensen to obtain a contract from SEH to complete a hangar layout plan as a part of the ALP planning study for a not-to-exceed \$3,000.00 cost pending on the approval of 95% funding from MnDOT. All present voted in favor thereof. Motion carried.

Councilor Bergin moved and Councilor Demgen seconded the motion to approve preparing for submittal of the grant application for the ALP by June 1, 2023. All present voted in favor thereof. Motion carried.

- 7c. Ordinance services; Ordinance Committee

Chair Buxton noted the Planning Commission appointed two members along with Administrator Christensen as a subcommittee to move forward with updating the city ordinance. He stated that timing for the public hearings is important.

WASTEWATER & ROAD REPORT

- 8a. WSB Update

Paul Sandy addressed the Council regarding the update for the 2023 project.

- 8b. Radar Speed Signs Special

It was agreed to just order one as was originally decided.

- 8c. Discussion of 2005 SEH Road Inventory Study

It was noted that Matt from WSB could come in to give a quote to complete a road study.

- 8d. Public Works Director Report

It was noted that Lee passed his C license and Jeremy passed his D license. Matt gave a report on the projects in process.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

- 11a. Probationary period completion of employee 49

It was noted that Matt is doing a great job.

11b. Consider raise for employee 44 upon obtainment of Class C wastewater certificate

11c. Consider raise for employee 47 upon obtainment of Class D wastewater certificate

Councilor Bergin moved and Councilor Demgen seconded the motion to approve an increase of \$1.00 per hour effective November 1, 2022 to employees 44 and 47 as a reward for passing their testing and receiving their perspective licenses. All present voted in favor thereof. Motion carried.

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

No Report

CITY ADMINISTRATOR

14a. League of MN Cities Insurance Trust Regional Safety Group Program/MN Municipal Utilities Association training cost increase

Administrator Christensen also noted that the funds for the temporary loan have been dispersed and the check is in the mail.

OLD BUSINESS

None

NEW BUSINESS

16a. Transfer funds from WW to WW Debt Funds

Councilor Bergin moved and Councilor Hoffmann seconded the motion to approve the transfer of funds from the wastewater fund to the perspective wastewater debt service funds: [301 - \$130,000.00; 304 - \$34,163.02]. All present voted in favor thereof. Motion carried.

16b. Resolution 11:01-22 – Special Assessment for Delinquent Wastewater Billings

Councilor Demgen moved and Councilor Bergin seconded, the motion to adopt Resolution 11: 01-22 – for Special Assessment for Delinquent Wastewater Billings 2023; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

~~16c. Resolution 11:02-22 – Certificate of Final Levy for 2023~~

16d. Employee health insurance

Administrator Christensen explained the increase in the PEIP coverage. She noted the rates from other companies. Discussion ensued regarding the rates, and it was decided to stay with PEIP for the conclusion of the two year contract which ends in 2023 and see where the rates are at that time.

Councilor Hoffmann moved and Councilor Demgen seconded the motion to allow employees after age 65 to be eligible for current HSA amount being offset with a pay increase to switch to Medicare. All present voted in favor thereof. Motion carried.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning Meeting Tuesday, November 29, 2022 at 6:30pm
City Council Meeting Tuesday, December 06, 2022 at 6:30pm
Budget Committee Meeting..... Thursday, December 01, 2022 at 2:00pm

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.