

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

Mayor Kavanaugh called the December 6, 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: Matt Indihar

ADOPTION OF AGENDA

4a. Additions: none

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. November 1, 2022 City Council Meeting Minutes

5b. Financial Report

- ◆ October, 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 November, 2022 Check Register
 - Claims 21617 to 21659 for total amount of \$ 105,204.00
- ◆ Approve November, 2022 payroll EFT payments
 - Payroll Checks Register Total: \$32,608.37
- ◆ Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

None

PLANNING & ZONING

7a. Planning Commission meeting report

Chair Buxton reported that a list of items was given to the Planning Commission regarding changes to the Ordinance important for revision. The list was given to the Council to review and give opinion on. No action was taken. The current airport hangar layout proposal was discussed.

WASTEWATER & ROAD REPORT

8a. WSB 2023 Project Council Update

Matt Indihar addressed the Council with the update on the 2023 project.

8b. Letter Proposal – 2022 TA Funding Application

Matt Indihar explained the proposal for WSB's services to apply for Transportation Alternatives (TA) dollars through MnDOT on behalf of the city. Total cost of proposal is \$3,968.00 which includes presenting the project to a review panel as part of the application process. Amount of funding to be applied for would total \$525,000 which is an estimated 80% of costs to construct the trail section north of City Hall (roughly from channel to Ernie's). The city would be responsible for 20% match which is estimated to be \$145,000 of the total \$725,000 construction cost estimate.

Councilor Bergin moved and Councilor Demgen seconded the motion to accept the proposal for \$3,968.00 with WSB to prepare the Transportation Alternatives Grant Application using Park & Trails funds. All present voted in favor thereof. Motion carried.

8c. Letter Proposal – Plan Review Norway Ridge

WSB is proposing to perform a comprehensive review of the Norway Ridge project.

Councilor Hoffmann moved and Councilor Demgen seconded the motion to accept the WSB proposal to review the Norway Ridge plan for a not to exceed cost of \$7,710.00 with one subsequent review for \$2,548.00 noting that the developer will reimburse the full cost. All present voted in favor thereof. Motion carried.

8d. Letter Proposal – East Gull Lake Pavement Management 2023

WSB is submitting a proposal to implement a pavement management plan for the city for a total cost not exceeding \$15,247.00. It was noted that the information gathered by the process will be very helpful in keeping city roads in good condition. No action was taken.

8e. PFAS Cost Recovery Program

Administrator Christensen and Matt Poythress addressed the council regarding the PFAS Cost Recovery Program to potentially recover any current or future expenses for testing, treatment, and remediation of PFAS contamination.

Councilor Bergin moved and Councilor Demgen seconded the motion to accept signing onto the PFAS Cost Recovery Program as presented by city staff. All present voted in favor thereof. Motion carried.

Matt Poythress gave an update on the wastewater system maintenance.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

No Report

BUDGET COMMITTEE

12a. Resolution 12:02-22 – Certificate of Final 2023 Levy Resolution
Discussion ensued regarding the final levy amounts.

FUND	CERTIFIED LEVY
General Fund	\$85,000.00
Public Safety	\$69,900.00
W.W. Plant Expansion	\$153,000.00
Roads, Streets, & Highway	\$185,000.00
GO Bond 2015 Road Improvements	\$170,000.00
GO Bond 2013 Road Improvements	\$70,000.00
Parks & Recreation	\$38,000.00
Planning & Zoning	\$113,000.00
TOTAL CERTIFIED LEVY	\$883,900.00

Councilor Bergin moved and Councilor Ruttger seconded, the motion to adopt Resolution 12: 02-22 – for Certificate of Final Levy for 2023 for a total \$883,900.00; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

MAYOR’S REPORT

Mayor Kavanaugh addressed the fact that some insurance companies are not willing to insure properties in EGL due to the fact that there isn’t a fire station within five miles. He noted that because development is increasing in the area, the city may want to consider constructing a fire hall.

CITY ADMINISTRATOR

14a. Consultant reimbursement eligibility and request from Sourcewell
Administrator Christensen addressed the council seeking approval to submit a reimbursement request to Sourcewell to cover 50% of the issuance cost incurred through obtainment of \$250,000 MWRWA Micro Loan. Amount of reimbursement request totals \$2,775.00.

Councilor Bergin moved and Councilor Hoffmann seconded the motion to approve application to Sourcewell to reimburse \$2,775 in issuance cost as incurred through obtaining the MWRWA Micro Loan. All present voted in favor thereof. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

16a. Resolution 12:01-22 Establish Election Polling Place

Councilor Demgen moved and Councilor Hoffmann seconded, the motion to adopt Resolution 12: 01-22 – for Election Polling Place Designation 2023; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

16b. Resolution 12:03-22: Gambling Permit – Raffle at Cragun's Legacy, March 25-2013

Councilor Bergin moved and Councilor Demgen seconded, the motion to adopt Resolution 12: 03-22 – a raffle to be held by Brainerd Lakes Chapter Muskies at Cragun's Legacy on March 25, 2023; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

16c. Meeting Schedule - 2023

Discussion ensued regarding the meeting schedule for 2023 noting the additional staffing workshop to be held on the 13th of January at 9am at Camp Confidence Learning Center. Also noted was the addition of a designated day of the month for additional meeting dates if needed. March meeting will be moved to March 21, 2023 due to the absence of councilors causing the council to be short of a quorum. It was noted that July 4th is on the first Tuesday and the meeting was rescheduled to Thursday, July 6, 2023. Planning Commission meeting for January will be moved from the 31st to January 24, 2023.

Councilor Hoffmann moved and Councilor Demgen seconded the motion to approve 2023 Meeting Schedule. All present voted in favor thereof. Motion carried.

16d. DNR Ski Contract

Cross-Country Ski Trail Grant-in-Aid Program is to provide grants to local units of government to maintain cross-country ski trails. The grant amount awarded to the city for Pine Beach Ski Club & Trails is \$7,700.00.

Councilor Hoffmann moved and Councilor Ruttger seconded the motion to approve the Pine Beach Ski Club & Trails Cross-Country Ski Grant-in-Aid Program award in the amount of \$7,700.00. All present voted in favor thereof. Motion carried.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

City Council MeetingTuesday, January 03, 2023 at 6:30pm
City Council City Staffing Workshop..... Friday, January 13, 2023 at 9:00am
Planning and Zoning MeetingTuesday, January 31, 2023 at 6:30pm

Councilor Ruttger 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.