

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
May 3, 2022
6:30 PM**

Mayor Kavanaugh called the May 3, 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: Councilor Demgen left the meeting at 8:05 pm
City Staff: City Administrator Laura Christensen, Public Works Director Matt Poythress, Administrative Assistant Kathy Schack
P&Z Representative: Planning Commission Chair Bruce Buxton
Audience: Patrick Wrase, Ian Peterson, Jerry Stromberg, Chris Sonmor, Matt Indihar

ADOPTION OF AGENDA

- 4a. Additions: 8c, 8d, 8e, 14b, 16e
- 4b. Deletions: none

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

- 5a. April 5, 2022 City Council Meeting Minutes
- 5b. Financial Report
 - ◆ March, 2022 bank statement information
 - Checking Account
 - Total Additions: \$10,137.08
 - Total Subtractions: \$97,287.02
 - Ending Balance: \$112,323.76
 - Interest Earned to date: \$5.09
 - Money Market Account
 - Interest Earned: \$11.11
 - Ending Balance: \$654,208.34
 - Interest Earned to date: \$32.25
 - ◆ Approve April, 2022 Check Register
 - Claims 21362 to 21401 for total amount of \$30,754.93
 - ◆ Approve April, 2022 payroll EFT payments
 - EFT Payroll: \$31,938.27; EFT Transmittals: \$16,570.36
 - ◆ Monthly Budget Report, Delinquent WW Customers Report

5c. Liquor Licenses:	
Ernie's On Gull Lake	Off Sale Liquor License\$100.00
	On Sale Liquor License\$1250.00
	Sunday On Sale Liquor License.....\$200.00
The Classic (Madden's)	On Sale Liquor License\$1250.00
	Sunday On Sale Liquor License.....\$200.00

Madden's On Gull Lake	Off Sale Liquor License\$100.00
	On Sale Liquor License\$1250.00
	Sunday On Sale Liquor License.....\$200.00
Cragun's Lodge/Conference Center	Off Sale Liquor License\$100.00
	On Sale Liquor License\$1250.00
	Sunday On Sale Liquor License.....\$200.00
Legacy Courses at Cragun's	On Sale Liquor License\$1250.00
	Sunday On Sale Liquor License.....\$200.00

OPEN FORUM**

None

PLANNING & ZONING

7a. Resolution 05:01-22: Environmental Assessment Worksheet (EAW) for the proposed Maxson Development

Chair Buxton noted the Planning Commission recommended approval of EAW for completeness. Patrick Wrase of Tradition Company addressed the Council reviewing the company and their background involving the Maxson development. It was noted that an open house to review the project with the public will be arranged for the near future. Ian Peterson of Tradition answered questions by Mayor Kavanaugh regarding some of the specifics of the homes that are being considered for the project.

Councilor Demgen moved and Councilor Hoffmann seconded to approve Resolution 05:01-22, EAW for the Maxson Development as presented by the developer; absent: Councilor Ruttger. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

Chair Buxton addressed the Council regarding the Planning Commission meeting noting there were no public hearings. He stated that Gary Scheeler addressed the Commission in open forum regarding the size of accessory structures allowed by City Ordinance. He noted that the ordinance does need to be reviewed. He then addressed the Council regarding a resident that would like to connect an existing boathouse to city wastewater. The Commission's recommendation was to have the resident remove the toilet and tell them they cannot connect to city wastewater. It was noted that the City Attorney will be contacted regarding this issue to give direction.

WASTEWATER & ROAD REPORT

8a. 2023 Project Update

Mayor Kavanaugh noted he spoke with Ruth Gmeinder to discuss the easement through her property. Discussion ensued regarding the bridge over the channel. Matt Indihar, WSB gave an update regarding updated project components and numbers.

8b. WWTP Facility Plan update

8c. Consider WSB Proposal for Design and Bidding Services

Mayor Kavanaugh noted WSB did not disclose the fact that an intermediate lift station needs to be added to the line going to the south plant. Matt Indihar addressed the Council relating the increase in cost to the city due to the increased engineering for the intermediate lift station.

Councilor Bergin moved and Councilor Hoffmann seconded the motion to accept the WSB proposal for \$32,346.00 including the \$8,000.00 electric subcontractor fee as the amount accepted with the

condition that WSB work with SEH to update the facility plan at a cost to WSB. All present voted in favor thereof. Motion carried.

8d. Leewood Lane/Suomi Drive reclamation update

Administrator Christensen noted the project is scheduled to begin around mid-June of 2020.

8e. Introduction of new Public Works Director Matthew Poythress

PUBLIC SAFETY

No Report

PARK & TRAILS

Mayor Kavanaugh noted the trail signs need attention giving Matt direction as to replacements.

PERSONNEL COMMITTEE

No Report

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

No Report

CITY ADMINISTRATOR

14a. LMCIT Property Claim – Tennis Court Fence tree damage

Administrator Christensen addressed the Council concerning the damage to the tennis court fence by a fallen tree during a storm and stated that a claim to the League of MN Cities Insurance Trust has been made.

14b. Consider quote(s) to repair tennis court fence

Discussion regarding the quotes from Oberg Fence and Elite Fence & Deck. It was decided to award the work to the company that can complete the project the earliest.

Councilor Bergin moved and Councilor Hoffmann seconded the motion to award the project to repair the damaged tennis court fence to the company that can complete the project the earliest. All present voted in favor thereof. Motion carried.

Councilor Demgen left the meeting at this time.

OLD BUSINESS

None

NEW BUSINESS

16a. Schlenner Wenner & Co Updated Arrangement Letter

Councilor Bergin noted the new arrangement letter increased in volume with much of the added language putting certain onuses on the city such as stipulations surrounding Covid-19. It was noted that the only significant change in the arrangement is the timeframe being annually instead of a three-year contract. The city will be on the last year of the past three-year contract in 2023 and the updated letter reflects much of the same agreement changing the language to reflect the one-year contract terms and possible additional costs by circumstances addressed in the agreement.

Councilor Bergin moved and Councilor Hoffmann seconded the motion to approve the updated arrangement letter for the auditor, Schlenner Wenner & Company. All present voted in favor thereof. Motion carried.

16b. Mosquito Squad services for ULV Fogging Applications for 2022 & 2023
Total 2-year contract for 2022-2023 is quoted at \$19,045.20 with additional applications \$793.55 per application. 2020-2021 contract was \$17,634.50

Councilor Hoffmann moved and Councilor Bergin seconded the motion to approve the 2022-2023 contract for services from Mosquito Squad at \$19,045.20. All present voted in favor thereof. Motion carried.

16c. Resolution 05:02-22, the Cass County All-Hazard Mitigation Plan

Councilor Hoffmann moved and Councilor Bergin seconded to approve Resolution 05:02-22, the Cass County All-Hazard Mitigation Plan; absent: Councilors Demgen & Ruttger. All present voted in favor thereof. Motion carried by 3/5 roll call vote.

16d. Appointment of Laura Christensen as Entity Administrator for the System for Award Management for the City of East Gull Lake.

Councilor Bergin moved and Councilor Bergin seconded the motion to approve appointing City Administrator Laura Christensen as Entity Administrator for the System for Award Management (SAM) for the City of East Gull Lake. All present voted in favor thereof. Motion carried.

16d. Resolution 05:03-22 – GCOLA Raffle on July 24, 2022

Councilor Hoffmann moved and Councilor Bergin seconded, the motion to adopt Resolution 05: 03-22 – a raffle to be held by Gull Chain of Lakes Association at Cragun's Legacy on July 24, 2022; absent: Councilors Demgen & Ruttger. All present voted in favor thereof. Motion carried by 3/5 roll call vote.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Special Meeting–Joint Council/P&Z Commission Workshop Tuesday, May 10, 2022 at 3:00pm
Planning and Zoning Meeting..... Tuesday, May 31, 2022 at 6:30pm
City Council Meeting..... Tuesday, June 07, 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.

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