

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL  
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA  
REGULAR SESSION  
July 5, 2016  
6:30 PM**

Mayor Kavanaugh called the July 5, 2016 regular Council meeting to order at 6:30 PM.  
The pledge of allegiance was recited.

**ROLL CALL**

Present: Mayor Kavanaugh, Councilors Lang, Demgen and Hoffmann, City Administrator Mason,  
Planning Commission Chair Bruce Buxton, Wastewater Superintendent Jasmer,  
Administrative Assistant Schack

Absent: Councilor Ruttger

Audience: Bob Muller, Kevin DeVore

**ADOPTION OF AGENDA**

4a. Additions: None

4b. Deletions: None

**M/S/P, all ayes, Hoffmann, Demgen, to approve the agenda as presented**

**ADOPTION OF CONSENT AGENDA**

**M/S/P, all ayes, Councilors Lang, Demgen; to approve the following Consent Agenda items:**

5a. June 7, 2016 City Council Meeting Minutes

5b. Financial Report

- May, 2016 bank statement
- June, 2016 Check Register
  - Approved June, 2016 claims 19103 to 19145 for total amount of \$31,766.82
  - Note: 18673 – Voided Check; 19102 – Replacement Check (Marty Halvorson)
- Monthly Budget Report, Delinquent WW Customers Report

**OPEN FORUM\*\***

None

**PLANNING & ZONING**

7a. Muller Variance – 2016-20

Chair Buxton addressed the Council regarding the Muller Variance reading the staff report including 12 findings of fact and 11 recommended conditions. Mr. Muller addressed the Council stating his request. Mayor Kavanaugh read an opposing letter from Mr. Engel. Discussion ensued regarding the variance and condition number seven was amended as indicated below.

**Conditions:**

1. Construction shall conform to plans provided to the Commission as amended by the approved conditions.
2. Silt fence shall be installed to control erosion prior to any disturbance of the property.
3. As part of the storm water management plan, driveway improvements in the area of the house and the expanded garage shall be constructed of porous pavement, designed for a 25 year storm and to accept all runoff from the roof slopes facing the drive and that portion of the driveway from the wood storage shelter to the house due to the steep slopes on the property.

4. The current asphalt will be removed and new asphalt and pervious asphalt will be installed with the proper angles to direct stormwater to the intended catch basin area within the new porous pavement so as to minimize runoff from running around the north side of the house.
5. Gutters shall be placed on the back side of the garage with the discharge directed to a storm management area.
6. All landscaping shall be completed before winter of 2016 with cooperation of contractors and their schedules.
7. All disturbed areas shown as grass shall have erosion matting with seed suitable to conditions to prevent erosion due to the steep slopes.
8. Rear deck of the home shall be removed and changed to pavers and pervious asphalt to reduce impervious coverage and provide new entryway.
9. Maintain the 10 foot setback to property lines on all new construction of the garage addition and entryway.
10. New water well will be drilled and located in accordance with all Department of Health requirements and the existing well shall be sealed in accordance with all codes.
11. No outside storage between the Engel property and Muller property.

**M/S/P, all ayes, Councilors Demgen, Lang to approve Muller Variance 2016-20 subject to the findings of fact and conditions recommended by the Planning Commission, with the additional language added to condition seven as stated above.**

#### **WASTEWATER & ROAD REPORT**

- 8a. Crack filling and road repair was discussed
- 8b. Pine Beach Plant had electrical/technical issues that will cost the City up to \$10,000 to repair.

#### **PUBLIC SAFETY**

No Report

#### **PARK & TRAILS**

No Report

#### **PERSONNEL COMMITTEE**

Updating the Personnel Policy

The following items were addressed:

- Definitions per document created by personnel committee
- Pay period updated
- Elected Official Travel Time Policy added (as requested by City Auditor and using verbiage from the League of MN Cities)

**M/S/P, all ayes, Councilors Hoffmann, Lang to approve the updates to the Personnel Policy as outlined by City Staff.**

#### **BUDGET COMMITTEE**

No Report

#### **MAYOR'S REPORT**

No Report

#### **CITY ADMINISTRATOR REPORT**

No Report

#### **OLD BUSINESS**

None

**NEW BUSINESS**

None

**NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS**

Planning and Zoning Meeting ..... Tuesday, July 26, 2016 at 6:30pm

City Council Meeting ..... Tuesday, August 02, 2016 at 6:30pm

**M/S/P, all ayes, Hoffmann, Lang, to adjourn the meeting**

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.