

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
November 2, 2017
6:30 PM**

Mayor Kavanaugh called the November 2, 2017 regular Council meeting to order at 6:30 PM.
The pledge of allegiance was recited.

ROLL CALL

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

Absent: None

Audience: Paul Tollefson, Tom Polovitz

ADOPTION OF AGENDA

4a. Additions: 8d. 120th Sylvan Rd Discussion

4b. Deletions:

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

ADOPTION OF CONSENT AGENDA

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

5a. October 3, 2017 City Council Meeting Minutes

5b. Financial Report

- September, 2017 bank statement information
 - Beginning Balance: \$468,531.38
 - Total Additions: \$17,255.82
 - Total Subtractions: \$85,654.55
 - Ending Balance: \$400,132.65
 - Interest Paid to date: \$38.76
- October, 2017 Check Register
 - Approved October, 2017 claims 19658 to 19719 for total amount of \$42,309.66
- October Transfer to Money Market account: \$250,000.00
- Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

None

PLANNING & ZONING

7a. Administrator's Report

Chair Buxton addressed the Council regarding the P&Z meeting on October 31. He noted the report from the Administrator's report. He then discussed the Comprehensive Plan and the process that will take place to move forward. Administrator Mason noted he will be going to training for Comprehensive Planning for small cities. Discussion ensued regarding the pumping of Ruth Lake. It was noted that there is a need for a long-term solution. A culvert from Ruth Lake into a swamp area between Ruth Lake and Gull Lake could be constructed, but it would need to be a neighborhood project instead of a City project. It was noted that the first step is to determine where the water level is at this time. Tom Polovitz noted that he is starting to gather Ruth Lake resident information to form a loose-knit group to discuss the issue.

7b. Variance 2017-56 – Paul Tollefson

Chair Buxton addressed the Council regarding the variance. He noted the conditions required.

Findings of Fact:

1. Current garage is 1,680 sq. ft. - Requesting additional 224 sq. ft. for total of 1,904 sq. ft.
2. Current garage design was to include an overhanging roof and a cement slab on the east side for a dog kennel per verbal agreement with P & Z Administrator due to low impervious coverage on lot.
3. Owner will agree to not build overhanging roof if addition is approved reducing profile of building
4. Owner has a current Certificate of Compliance valid till 5/13/2018 for private septic system
5. Garage building currently has no landscaping
6. Administrator checked with other area cities: Lakeshore, Pequot, Niswaw, and Cass County, where ordinances allow a structure under 2000 sq. ft. or 2500 sq. ft. for a lot of comparable size. Most cities go off impervious coverage on non-riparian lots. City Staff notes this is a reasonable request to meet practical difficulty requirement.

Conditions:

1. Owner agrees to not build additional overhang on building for dog kennel area as per verbal agreement with administrator. Did not appear on plan but cement was poured for dog area
2. Owner agrees to install trees per agreement with adjoining property owner between rear of garage and adjoining lot.
3. Addition will consist of same siding and color and will blend in seamlessly.

M/S/P, all ayes, Councilors Demgen, Hoffmann to approve Variance 2017-56 subject to the findings and conditions as presented by the Planning Commission.

WASTEWATER & ROAD REPORT

8a. Snow Plow Contract

Administrator Mason went over the bid numbers and the Holmwig contract for road maintenance. It was noted that language was added to the contract for the City to be plowed starting from both north and south ends at the same time using two trucks.

M/S/P, all ayes, Councilors Hoffmann, Ruttger to accept the contract with Holmwig Excavating, LLC for road maintenance for the years 2017-2019.

8b. Resolution 11:02-17 – Tax Certification for Delinquent Wastewater Billings

Ayes by roll call vote: Councilors Ruttger, Demgen, Lang, Hoffmann, Mayor Kavanaugh, approval to adopt Resolution 08: 02-17; absent: None

8c. Transfer WW funds to Debt Service

Council took action to approve transfer of Wastewater funds to Debt Service fund in the amount of \$130,000.00 for the year 2017.

M/S/P, all ayes, Councilors Lang, Demgen to approve request for transfer of Wastewater funds to Debt Service fund in the amount of \$130,000.00.

8d. 120th Sylvan Rd Discussion

Administrator Mason discussed the repair of 120th Street. He noted the bids for repair. It was noted that there is no money in the budget for the project.

CITY ADMINISTRATOR REPORT

14a. Resolution 11-01-17 – Gambling Raffle Permit – MN Adult and Teen Challenge,
May 10, 2018 at Cragun’s Resort

Ayes by roll call vote: Councilors Ruttger, Lang, Hoffmann, Demgen, Mayor Kavanaugh, approval to adopt Resolution 08: 01-17; absent: None

14b. Kavanaugh Wastewater Easement

Administrator Mason noted that the easement issue is completed.

14c. Administrative Fines Ordinance Amendment

Administrator Mason discussed the Administrative Citation for fines for violations. Discussion ensued regarding the fines and it was tabled until next month.

OLD BUSINESS

None

NEW BUSINESS

None

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning Meeting Tuesday, November 28, 2017 at 6:30pm
City Council Meeting Tuesday, December 05, 2017 at 6:30pm
Budget Committee Meeting..... Tuesday, December 05, 2017 at 6:30pm

M/S/P, all ayes, Ruttger, 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.