

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL  
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA  
REGULAR SESSION  
December 5, 2017  
6:30 PM**

Mayor Kavanaugh called the December 5, 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: Cass County Commissioner Neal Gaalswyk, Herm Schley

**ADOPTION OF AGENDA**

- 4a. Additions – 14h Resolution 12:05-17 Raffle at Cragun’s Resort 2/23/18
  - 14i ITS invoice; road closed signs
  - 14j Resolution 12:05-17 Raffle at Cragun’s Resort 4/7/18
  - 14k Gull Chain of Lakes Association Donation request
- 4b. Deletions: None

**M/S/P, all ayes, Hoffmann, Lang, 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. [Click here to enter a date. City Council Meeting Minutes](#)
- 5b. Financial Report
  - Checking Account
    - Total Additions: \$127,653.28
    - Accounts Payable: \$71,272.23
    - Transfer to Money Market account: \$250,000.00
    - Total Subtractions: \$321,272.23
    - Ending Balance: \$206,513.70
    - Interest Paid to date: \$40.84
  - Money Market Account
    - Beginning Balance: \$250,000.00
    - Interest Paid to date: \$9.59
    - Ending Balance: \$250,009.59
  - Approve November, 2017 Check Register
    - Claims 19720 to 19754 for total amount of \$55,601.98
  - Monthly Budget Report, Delinquent WW Customers Report

**OPEN FORUM\*\***

None

## **PLANNING & ZONING**

### 7a. Planning Commission Report

Chair Buxton noted there were no public hearings and reviewed the Administrator's Report of site visits.

### 7b. Comprehensive Plan Adoption

Chair Buxton noted that the Comprehensive Plan was recommended to the Council to approve. He noted that this is step one of the process. Mayor Kavanaugh asked for adoption of approval of the Comprehensive Plan. It was noted that the Zoning Ordinance and Zoning Map will need to be updated to match the Comprehensive Plan.

## **M/S/P, all ayes, Councilors Demgen, Hoffmann to approve request for adoption of the Comprehensive Plan.**

Discussion ensued regarding the pumping of Ruth Lake. It was noted that the City will not be pumping the lake again. Chair Buxton explained that the water level can be kept even by putting in a culvert. Administrator Mason read a letter from Rosemary Susens regarding the pumping of Ruth Lake. It was noted that this is not a City issue, but should be a neighborhood project.

## **WASTEWATER & ROAD REPORT**

### 8a. Increase in Wastewater Base Rate

Administrator Mason stated that an increase of \$2.00 in the wastewater base was recommended by the Wastewater Committee. (The capital outlay charge of \$3.00 would remain the same, making the total quarterly billing for both wastewater base and capital outlay \$108.00.)

**Ayes by roll call vote: Councilors Ruttger, Hoffmann, Demgen, Lang, Mayor Kavanaugh, approval to adopt Resolution 12: 01-17 request for an increase of \$2.00 on the wastewater charges from \$106.00 to \$108.00; absent: None**

## **PUBLIC SAFETY**

No Report

## **PARK & TRAILS**

No Report

## **PERSONNEL COMMITTEE**

11a. Addition of Health Savings to Cole Neeser, new employee

**BUDGET COMMITTEE**

12a. 2018 Budget/Final Levy Resolution

<b>FUND</b>	<b>CERTIFIED LEVY</b>
General Fund-100	\$148,000.00
Public Safety-225	\$49,650.00
Roads, Streets, & Highway-303	\$100,000.00
GO Bond 2015 WW Improvements-304	\$14,000.00
GO Bond 2015 Road Improvements-305	\$115,000.00
GO Bond 2011 Road Improvements-305	\$28,000.00
GO Bond 2013 Road Improvements-305	\$70,000.00
Parks & Recreation-404	\$18,000.00
Planning & Zoning-407	\$55,000.00
WW Plant Expansion-301	\$138,000.00
<b>TOTAL CERTIFIED LEVY</b>	<b>\$735,650.00</b>

**Ayes by roll call vote: Councilors Ruttger, Hoffmann, Lang, Demgen, Mayor Kavanaugh, approval to adopt Resolution for the 2018 Final Levy as presented above; absent: None**

**MAYOR'S REPORT**

No Report

**CITY ADMINISTRATOR REPORT**

14a. Resolution 12:01-17

Brainerd Public Schools Foundation Raffle, Cragun's Resort, 2/3/2018

**Ayes by roll call vote: Councilors Demgen, Lang, Hoffmann, Ruttger, Mayor Kavanaugh, approval to adopt Resolution 12: 01-17; absent: None**

14b. Administrative Fines Ordinance Amendment 2017-02-Table: Demgen, Ruttger

**Ayes by roll call vote: Councilors Demgen, Ruttger, Hoffmann, Lang, Mayor Kavanaugh, to adopt Ordinance Amendment 2017-02 with the Schedule of Fines presented.**

14c. Administrative Fines Ordinance Amendment 2017-02 Summary-Continued

**Ayes by roll call vote: Councilors Ruttger, Lang, Hoffmann, Demgen, Mayor Kavanaugh, to approve Ordinance Summary for public notice Ordinance Amendment 2017-02.**

14d. Resolution 2017-02

Schedule of Civil Fines for Administrative Offenses

Administrator Mason reviewed the schedule of fines explaining the process.

**Ayes by roll call vote: Councilors Ruttger, Lang, Hoffmann, Demgen, Mayor Kavanaugh, to approve Resolution 2017-02.**

14e. Resolution 12:03-17

Establish 2018 EGL Election Polling Location

**Ayes by roll call vote: Councilors Lang, Demgen, Ruttger, Hoffmann, Mayor Kavanaugh, to approve Ordinance Summary for public notice for Resolution 12:03-17.**

14f. 2018 Meeting Schedule

**M/S/P, all ayes, Councilors Hoffmann, Lang to approve 2018 Meeting Schedule.**

14g. Rosemary Susens letter regarding Ruth Lake pumping

14h. Resolution 12:05-17

Raffle for Habitat for Humanity at Cragun's Resort 2/23/18

**Ayes by roll call vote: Councilors Hoffmann, Demgen, Ruttger, Lang, Mayor Kavanaugh, to approve Resolution 12:05-17.**

14i. ITS invoice for "road closed" signs

Administrator Mason discussed the invoice for the road closed signs for Gull Dam Road. Administrator Mason thanked Cass County for their assistance in repairing the bank and reopening Gull Dam Road. Discussion ensued regarding the portion of the road to the dam and the 1927 contract the City has with the Federal Government. It was noted that the Corps is considering renegotiating the lease with the City. It was noted that the essence that was portrayed by some of the federal employees at the meeting (to discuss repair of the road) was less than desirable to keeping the road to the dam open. It was also noted that the City would like to keep it open. It was noted that the County and the City needs to discuss options before being approached by the Corps to renegotiate the lease. It was noted that with the current lease, the Corps can give a 90-day notice to close down the road. They have sent verbiage in the proposed new lease that changes that timeframe to a 30-day notice. Administrator Mason noted he would like the County to share with the City the responsibility of the portion of Gull Dam Road in question (from the dam to the corner just west of City Hall). Mayor Kavanaugh asked Cass County Commissioner Neal Gaalswyk if there are any other roads in the County that dead end or are connected by city or township roads. He pointed out that the Corps has no reason to keep that portion of the road open for their interest as they have access to the dam from the west. He noted that it is up to the local authorities to decide the options. He pointed out that it is Federal land. Superintendent Jasmer asked if while the Corps is involved, if the City could raise the point that the road needs attention and if the City would be allowed to overlay the road. Mayor Kavanaugh stated that the City has been maintaining the west side access to the dam. Commissioner Gaalswyk noted that point could be brought to the table when discussing the new lease. Discussion ensued regarding the burial mounds in the area.

14j. Resolution 12:06-17

Raffle for Pheasants Forever at Cragun's Resort 4/7/18

**Ayes by roll call vote: Councilors Ruttger, Lang, Hoffmann, Demgen, Mayor Kavanaugh, to approve Resolution 12:06-17.**

14k. Gull Chain of Lakes Association Donation request

Administrator Mason addressed the Council regarding a request from the Gull Chain of Lakes Association for a donation. It was decided to decline.

**OLD BUSINESS**

None

**NEW BUSINESS**

None

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

City Council Meeting .....Tuesday, January 02, 2018 at 6:30pm

Planning and Zoning Meeting .....No December Meeting

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

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