

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
April 3, 2018
6:30 PM**

Mayor Kavanaugh called the April 3, 2018 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: Terry Fischer, Jim Blunt, Herm and Carolyn Schley

ADOPTION OF AGENDA

4a. Additions: 14c. Website Storage increase to accommodate audio recordings addition

4b. Deletions: None

Councilor Demgen 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 Lang seconded the motion to approve the following Consent Agenda items. Mayor Kavanaugh and Councilor Lang abstained due to last month's absence. Motion carried.

5a. March 6, 2018 City Council Meeting Minutes

5b. Financial Report

- ◆ February, 2018 bank statement information
 - Checking Account
 - Total Additions: \$40,081.90
 - Total Subtractions: \$167,828.07
 - Ending Balance: \$80,696.35
 - Interest Paid to date: \$3.86
 - Money Market Account
 - Beginning Balance: \$350,064.09
 - Total Additions: \$102,456.64
 - Ending Balance: \$452,520.73
 - Interest Paid to date: \$2,477.58
 - Approve Click here to enter a date. Check Register
 - Claims 19852 to 19870 for total amount of \$18,397.47
 - Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

None

PLANNING & ZONING

7a. Spalj Hold-Harmless Agreement

Mayor Kavanaugh brought up the topic of the Hold-Harmless agreement from the Spaljs. It was noted that the city attorney reviewed the document and stated that the city would be protected from any flooding on the property or maintenance issues from the design as long as the document is recorded. It was noted that the drawings have been completed.

Councilor Hoffmann moved and Councilor Ruttger seconded the motion to approve the hold harmless agreement with the Spalj property. All present voted in favor thereof. Motion carried.

7b. Administrator’s Report

Administrator Mason discussed the topics discussed at the Planning Commission meeting, noting that Paul Tollefson was acting chair for the meeting. He stated that Eric Peterson of Cragun’s Resort addressed the commission regarding a housing development (PUD) they would like to construct north of the Legacy Golf course. It was noted that the houses would be connected to the city wastewater system. It was also noted that the roads would be required to be constructed to city standards. Time frame of the development construction was requested and it was stated that they would like to begin this summer/fall. The question was asked if these units were going to be rentals. Mr. Peterson stated that it is not their intention to have them in a rental capacity as they are small one family homes intended for residential usage. It was also noted that a homeowner’s association could be set up to restrict rentals.

7c. Permit Fee Charge Increases

Discussion ensued regarding the recommended fee changes by the Planning Commission that were addressed at last month’s Council meeting. The issue of compensation to the City for costs of the Planning and Zoning budget was discussed noting that the charges could not exceed the costs. It was noted that 50% of the Administrator’s salary is in the Planning and Zoning budget, so that is not an issue. Discussion ensued regarding the time frame and if the changes were approved, it could be decided to have a later effective date such as August 1, 2018 to accommodate bids from contractors that may already be out there. It was decided to review the changes again and postpone any decision until next month.

	Previously	Updated
Residential Dwelling		
101 to 1000 ft ²	\$150.00	\$200.00
1,001-3,000 ft ²	\$300.00	\$400.00
3,001-6,000 ft ²	\$500.00	\$750.00
Over 6,000 ft ²	\$500.00 + \$125/add'l 1,000 ft ²	\$1,000.00
Commercial		
121 to 1,000 ft ²	\$175.00	\$250.00
1,001 to 3,000 ft ²	\$500.00	\$750.00
3,001 to 6,000 ft ²	\$700.00	\$1000.00
Over 6,000 ft ²	\$700.00	\$1,500.00
Each additional 1,000 sq. ft. (or portion thereof)	\$125.00	\$200.00
Minimum Charge	\$150.00	Omitted
Hearing Fees		
Filing Fees	\$46.00	At cost
Rezone Request	Add verbiage: With Ordinance Amendment	
Subdivision Fees		
Sketch Plan Review	\$150.00	Omitted
Preliminary Plat	\$400.00	\$500.00
Preliminary Plat Per Lot	\$20.00	\$25.00

Escrows for Subdivisions	Newly Added	TBD
Lot Split Metes and Bounds	Removed verbiage re: 10-acre parcels	
Lot Split Metes and Bounds	\$300.00 / \$50.00	\$300.00
Fences	Removed Boundary Fence	Omitted
Boundary Fence (Residential)	\$30.00	Changed verbiage
Boundary Fence (Commercial)	\$50.00	
Fire/Address Sign	\$35.00	\$50.00
Driveways and Approaches	Newly Added	\$50.00

Administrator Mason addressed the Council regarding the discussion on the Zoning Map.

WASTEWATER & ROAD REPORT

8a. Possible closure of Gull Lake Dam Road at the Gull Dam bridge

Administrator Mason read the letter from the Corps of Engineers regarding the closure of the Gull Lake Dam road going over Federal property and Gull Dam. It relayed that Tribal representatives asked to have the section of road closed due to existing burial grounds. Administrator Mason showed the plan from 2001. Mayor Kavanaugh noted that Commissioner Neal Gaalswyk was planning on coming to the meeting to share the information from the County meeting but was unable to attend. He noted that the County will be adding the project to their 5-year road plan. It was noted that the Corps will be having meetings throughout the summer, there will be a traffic study done, and the decision whether or not to close the road will be made by the end of the year. It was noted that there are three residents that will be affected by this project: the Fischer property, noting that the purchase of the property by Cass County could be possible to complete the project, the Schley property and the Conklin property. Discussion ensued regarding the placement of the road as it crosses the other residents' properties. It was noted that the wastewater line is proposed to be located along the same corridor as the proposed road. It was also noted that this will be a county road connecting CSAH 70 and Cass County Road 105 (Gull Lake Dam Road) and Crow Wing County Road 125 to State Highway 371. It was noted that most of the decisions will be out of the city's hands as it will be a county road. Terry Fischer expressed her concern that her property will be in limbo until a decision is made as to where the road will be. She noted that she would like to have an answer sooner than later as to the purchase of her property. It was noted that she would be kept apprised of the situation as the project proceeds. It was noted that there will be an article added to the spring newsletter explaining the need for the project.

Superintendent Jasmer stated that Cole Neeser quit his position at the city taking a job in St Cloud, which is where he is from. It was noted that the position is posted.

PUBLIC SAFETY

No Report

PARK & TRAILS

10a. Channel Fishing trail on Pearl Road – Rardin Excavating estimate

10b. Channel Fishing trail on Pearl Road – Wetland Permitting estimate

Administrator Mason discussed the estimates for construction and wetland determination. Rardin Excavating proposed to construct the trail along Pearl Road for \$16,950.00 and a 64x100 parking lot to provide parking for fishermen for \$7,625.00. It was noted that the trail would require approximately 3900 square feet of wetland delineation to complete and credits to be purchased. Ben Meister, a MN Certified Wetland Delineator proposed completing the Wetland Replacement Plan Application (Wetland Permit) for \$1500.00, noting that the wetland credits, which are currently priced at \$0.45 per square foot, is not included in this cost. There was

much discussion regarding the trail construction and the decision was made to postpone the trail but to proceed with the parking lot. Parking along the north side of the property was discussed, and it was decided to ask Rardin to include cleaning up the parking area (north of the old bridge) as well.

Councilor Lang moved and Councilor Hoffmann seconded the motion to approve construction of the parking area 64' x100' by Pearl Road and the north end of dedicated park to provide parking for fishermen for a not-to exceed cost of \$8,500.00. All present voted in favor thereof. Motion carried.

PERSONNEL COMMITTEE

No Report

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

No Report

CITY ADMINISTRATOR REPORT

14a. Newsletter Article Ideas

Discussion ensued regarding the articles already written. Additional suggested articles:

- Swing away mailboxes
- Report areas that need attention on trails and roads

14b. Letter from Pam Sachs

A letter from Pam Sachs was acknowledged. Public noticing was discussed, noting that electronic noticing is acceptable and the law states that even if no public notification is given, the motion would still hold. She asked that audio recordings be added to our website.

14c. Website Storage increase to accommodate audio recordings addition

Administrator Mason addressed the Council regarding adding audio recordings to the City Website. It was noted that an increase in storage is needed to accommodate audio recordings. Currently the city pays \$425.00 annually for the website which includes 2GB of storage. To have enough storage for a year's worth of audio recordings from meetings, it would have to be increased to 9GB, which would raise the annual cost to \$700.00.

Councilor Demgen moved and Councilor Ruttger seconded the motion to approve increase to 9GB for \$275.00 a year, bringing the total cost for the website to \$700.00 annually. All present voted in favor thereof. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

None

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning Meeting Tuesday, April 24, 2018 at 6:30pm
BOAE Meeting Tuesday, April 24, 2018 at 10:00am
City Council Meeting Tuesday, May 01, 2018 at 6:30pm
Wastewater & Road Committee Meeting..... Wednesday, May 16, 2018 at 3:00pm

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.