

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL  
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA  
REGULAR SESSION  
October 2, 2018  
6:30 PM**

Mayor Kavanaugh called the October 2, 2018 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, Public Works Director Jasmer, Administrative Assistant Schack  
Absent: Councilor Ruttger  
Audience: Rosemary Susens, Jerry Stromberg, Chris Sonmor (WSB), Mark Hallan (WSN)

**ADOPTION OF AGENDA**

- 4a. Additions: 14d – Notice for Administrator Mason to attend finance training
- 4b. Deletions: None

**Councilor Hoffmann moved and Councilor Demgen seconded the motion to approve the agenda as amended. 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. All present voted in favor thereof. Motion carried.**

- 5a. September 30, 2018 City Council Meeting Minutes
- 5b. Financial Report
  - ◆ August, 2018 bank statement information:
    - Checking Account:
      - Total Additions: \$69,516.28
      - Total Subtractions: \$131,650.95
      - Ending Balance: \$114,436.29
      - Interest Earned to date: \$13.42
    - Money Market Account:
      - Interest Earned: \$588.00
      - Ending Balance: \$405,456.12
      - Interest Earned to date: \$5,412.97
  - ◆ Approve September, 2018 Check Register
    - Claims 20040 to 20057 for total amount of \$19,460.11
  - ◆ Approve September, 2018 payroll EFT payments
    - EFT Payroll: \$15,760.34; EFT Transmittals: \$15,017.14
  - ◆ Monthly Budget Report, Delinquent WW Customers Report

**OPEN FORUM\*\***

None

**PLANNING & ZONING**

- 7a. Fee Schedule Update Approval  
Administrator Mason addressed the Council regarding the increased fee changes recommended by the Planning Commission. The Council decided to act on the vote in November after the City posts the changes on the website for public review. The items proposed to be changed are as follows; all other fees on the fee schedule will remain the same and can be found on the City Website.

	Previous	Updated
<b>Residential Dwelling</b>		
101 to 1000 ft <sup>2</sup>	<del>\$150.00</del>	\$200.00
1,001-3,000 ft <sup>2</sup>	<del>\$300.00</del>	\$400.00
3,001-6,000 ft <sup>2</sup>	<del>\$500.00</del>	\$750.00
Over 6,000 ft <sup>2</sup>	<del>\$200.00+\$125/add'l 1,000 ft<sup>2</sup></del>	\$1,000.00
<b>Commercial</b>		
121 to 1,000 ft <sup>2</sup>	<del>\$175.00</del>	\$250.00
1,001 to 3,000 ft <sup>2</sup>	<del>\$500.00</del>	\$750.00
3,001 to 6,000 ft <sup>2</sup>	<del>\$700.00</del>	\$1,000.00
Over 6,000 ft <sup>2</sup>	<del>\$700.00</del>	\$1,500.00
Each additional 1,000 sq. ft. (or portion thereof)	<del>\$125.00</del>	\$200.00
<u>Minimum Charge</u>	<del>\$150.00</del>	Omitted
<b>Hearing Fees</b>		
Filing Fees	<del>\$46.00</del>	At cost
Rezone Request	Add verbiage: With Ordinance Amendment	
<b>Subdivision Fees</b>		
<u>Sketch Plan Review</u>	<del>\$150.00</del>	Omitted
Preliminary Plat	<del>\$400.00</del>	\$500.00
Preliminary Plat Per Lot	<del>\$20.00</del>	\$25.00
Escrows for Subdivisions	Newly Added	TBD
Lot Split Metes and Bounds	Removed verbiage re: 10-acre parcels	
Lot Split Metes and Bounds	<del>\$300.00/\$50.00</del>	\$300.00
Fences	Removed Boundary Fence	Omitted
Boundary Fence (Residential)	\$30.00	Changed verbiage
Boundary Fence (Commercial)	\$50.00	
Fire/Address Sign Replacement	<del>\$25.00</del>	\$50.00
Add'l Driveways and Approaches	Newly Added	\$50.00

**WASTEWATER & ROAD REPORT**

8a. Lift Station #5 Update

Administrator Mason reviewed the proposals that were received and discussed the Wastewater Committee meeting. There were questions posed to the engineers attending the meeting: Mark Hallan from WSN and Chris Sonmor from WSB.

**Councilor Hoffmann moved and Councilor Lang seconded the motion to accept the proposal for engineering services from Widseth Smith Nolting for \$56,500.00 for the work on Lift Station #5. All present voted in favor thereof. Motion carried.**

**PUBLIC SAFETY**

No Report

**PARK & TRAILS**

No Report

**PERSONNEL COMMITTEE**

No Report

**BUDGET COMMITTEE**

No Report

**MAYOR'S REPORT**

No Report

**CITY ADMINISTRATOR REPORT**

14a. Resolution 10:01-18 Gambling Permit – Raffle at Cragun's Legacy on March 30, 2019

**Councilor Demgen moved and Councilor Hoffmann seconded, the motion to adopt Resolution 10: 01-18 – a raffle to be held by North Country Chapter of Pheasants Forever, Inc at Cragun's Legacy on March 30, 2019; absent: Councilor Ruttger. All present voted in favor thereof. Motion carried by 4/5 roll call vote.**

14b. Resolution 10:02-18 Gambling Permit – Raffle at Cragun's Legacy on February 22, 2019

**Councilor Demgen moved and Councilor Hoffmann seconded, the motion to adopt Resolution 10: 01-18 – a raffle to be held by Lakes Area Habitat for Humanity at Cragun's Legacy on February 22, 2019; absent: Councilor Ruttger. All present voted in favor thereof. Motion carried by 4/5 roll call vote.**

14c. Gull Dam Road Corps Meeting Report

Administrator Mason reviewed the meeting that was held regarding the closure of the Gull Dam Road north of the dam and across the bridge. He noted that the City would not like to close the road, constructing a new bridge and road.

14d. Request to attend finance training

Administrator Mason requested approval to attend finance training for City projects held on October 16, 2018 for \$125.00.

**Councilor Demgen moved and Councilor Demgen seconded the motion to approve . 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, October 30, 2018 at 6:30pm  
City Council Meeting ..... Tuesday, November 13, 2018 at 6:30pm  
Wastewater & Road Committee Meeting ..... Wednesday, November 28, 2018 at 3:00pm

**Councilor Demgen moved and Councilor Lang 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.