

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
January 2, 2019
6:30 PM**

Mayor Kavanaugh called the January 2, 2019 regular Council meeting to order at 6:30 PM.
The pledge of allegiance was recited.

ROLL CALL

Present: Mayor Kavanaugh, Ruttger, Demgen and Hoffmann, City Administrator Mason, Planning Commission
Chair Bruce Buxton, Public Works Director Jasmer, Administrative Assistant Schack
Absent: Councilor Lang
Audience: Justin, WSN

OATH OF OFFICE

Councilors Ruttger and Hoffmann received the Oath of Office as recited by Administrator Mason. They signed the documents and Kathy Schack notarized the signatures.

ADOPTION OF AGENDA

- 4a. Additions: 14d. Resolution 01:04-19: Appoint Cass County to perform wetland determination and permitting for the City of East Gull Lake
 - 8b. WW increase
 - 8c. Deferred Assessments
- 4b. Deletions: None

Councilor Ruttger 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 Demgen seconded the motion to approve the following Consent Agenda items. All present voted in favor thereof. Motion carried.

- 5a. December 4, 2018 City Council Meeting Minutes
- 5b. Financial Report
 - ◆ November, 2018 bank statement information
 - Checking Account
 - Total Additions: \$17,823.34
 - Total Subtractions: \$83,804.98
 - Ending Balance: \$79,703.12
 - Interest Earned to date: \$16.18
 - Money Market Account
 - Interest Earned: \$632.29
 - Ending Balance: \$417,214.12
 - Interest Earned to date: \$7,170.97
 - ◆ Approve December, 2018 Check Register
 - Claims 20114 to 20177 for total amount of \$13,770.86
 - ◆ Approve December, 2018 payroll EFT payments
 - EFT Payroll: \$ 8,267.35; EFT Transmittals: \$ 3,845.28
 - ◆ Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

None

WASTEWATER & ROAD REPORT

8a. Update for Lift Station #5 Reconstruction

Justin from WSN answered questions regarding the plans. It was noted that a motion needs to be made for advertising for bidding of the project.

Councilor Hoffmann moved and Councilor Demgen seconded the motion to approve proceeding with advertising for the bidding for the Lift Station #5 reconstruction project. All present voted in favor thereof. Motion carried.

8b. WW Rate Increase

Administrator Mason noted that there have extra costs incurred within the wastewater

Councilor Ruttger moved and Councilor Hoffmann seconded the motion to authorize a statement to go on the last quarter billing stating the possible \$2.00 per quarter increase in WW billing pending a public hearing beginning 2019 first quarter billing [sent first week in April]. All present voted in favor thereof. Motion carried.

8c. Deferred Assessments

Administrator Mason addressed the Council regarding a deferred assessments from the 1989 road project that are still on the books.

PUBLIC SAFETY; PARK & TRAILS; PERSONNEL COMMITTEE; BUDGET COMMITTEE

No Reports

MAYOR'S REPORT

13a. Resolution 01:01-19 – 2019 Appointments

- **Regular Meeting Dates as:** First Tuesday of each month.
Note: Should Council not able to hold meeting on this date, changes will be posted in the Brainerd Dispatch, City Website & City Hall Bulletin Board notifying the date of change.
- **Official Check Signers:** Dave Kavanaugh, Carol Demgen, and Rob Mason
- **Official Depository is designated as:** Bremer Bank
- **Official Newspaper is designated as the:** Brainerd Dispatch
- **Mileage Reimbursement Rate set as:** \$0.58 per mile (IRS Rate)
- **Appointment of Acting Mayor:** Jim Ruttger
- **Fire Advisory Board Member to Pillager Fire Department:** Dave Kavanaugh
- **Official City Attorney:** Tom Pearson of Gammello-Pearson, PLLC
- **Weed Inspector:** Joel Jasmer
- **Board of Review Training:** Carol Demgen, Dave Kavanaugh

Committee Appointments:

Public Safety: Neal Gaalswyk, Dave Kavanaugh, Rob Mason, Carol Demgen

Wastewater & Roads: Abbey Pieper, Eric Peterson, Dennis Lang, Dave Kavanaugh, Jerry Stromberg

Personnel: Carol Demgen, Scott Hoffmann

Planning & Zoning: None

Parks & Trails: Scott Hoffmann, Mark Kavanaugh, Neal Gaalswyk, Jim Demgen,
Janelle Madison, Jeff Olson, Chuck Klecatsky, Nancy Lind

Budget: Jim Ruttger, Carol Demgen, Herm Schley, Tim Bergin

Councilor Ruttger moved and Councilor Demgen seconded, the motion to adopt Resolution 01: 01-19 – for 2019 City Appointments. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

CITY ADMINISTRATOR REPORT

14a. Resolution 01:02-19 – Raffle Permit – BPSF at Cragun’s Legacy on 2/9/2018

Councilor Ruttger moved and Councilor Hoffmann seconded, the motion to adopt Resolution 01: 02-19 – a raffle to be held by BPSF at Cragun's Legacy on February 2, 2019. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

14a. Resolution 01:03-19 – Raffle Permit – MN Teen Challenge at Cragun’s Resort on 6/1/2019

Councilor Hoffmann moved and Councilor Demgen seconded, the motion to adopt Resolution 01: 02-19 – a raffle to be held by MN Teen Challenge at Cragun’s Resort on June 1, 2019. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

14b. Publishing of 2019 Summary Budget

Councilor Hoffmann moved and Councilor Demgen seconded the motion to approve publishing of the 2019 Summary Budget. All present voted in favor thereof. Motion carried.

14d. Resolution 01:04-19: Appoint Cass County to perform wetland determination and permitting for the City of East Gull Lake

Councilor Hoffmann moved and Councilor Demgen seconded, the motion to adopt Resolution 01: 04-19 to approve giving authority to Cass County to perform wetland determination and permitting for the City of East Gull Lake. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

OLD BUSINESS & NEW BUSINESS

None

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning Meeting Tuesday, January 29, 2019 at 6:30pm
City Council Meeting Tuesday, February 05, 2019 at 6:30pm

Councilor Ruttger moved and Councilor Hoffmann 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.