

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL  
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA  
REGULAR SESSION  
February 4, 2020  
6:30 PM**

Mayor Kavanaugh called the February 4, 2020 regular Council meeting to order at 6:30 PM.  
The pledge of allegiance was recited.

**ROLL CALL**

Present: Mayor Kavanaugh, Councilors Ruttger, and Demgen, City Administrator Mason, Planning Commission Chair Bruce Buxton, Public Works Director Jasmer, Administrative Assistant Schack

Absent: Councilors Bergin and Hoffmann

Audience: None

**ADOPTION OF AGENDA**

4a. Additions: Mayor's Report: Gmeinder road relocation

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

5a. January 31, 2020 City Council Meeting Minutes

5b. Financial Report

- ◆ Click here to enter a date. bank statement information
  - Checking Account
    - Total Additions: \$376,121.30
    - Total Subtractions: \$276,492.75
    - Ending Balance: \$224,312.49
    - Interest Earned to date: \$15.65
  - Money Market Account
    - Interest Earned: \$670.36
    - Ending Balance: \$552,377.76
    - Interest Earned to date: \$9,290.53
- ◆ Approve January, 2020 Check Register
  - Claims 20560 to 20592 for total amount of \$337,237.26
- ◆ Approve January, 2020 payroll EFT payments
  - EFT Payroll: \$16,896.23; EFT Transmittals: \$14,117.18
- ◆ Monthly Budget Report, Delinquent WW Customers Report

**OPEN FORUM\*\***

No Report

## **PLANNING & ZONING**

### 7a. CUP 2020-01 – Bruce and Kathy Buxton

An application was submitted to request a CUP to add an additional 1,230 square feet to an existing garage structure of 730 square feet.

Administrator Mason addressed the Council regarding the application for CUP 2020-01. He noted the photos and drawings given to the Council to review. Discussion ensued and Council approved the CUP with the recommended findings and conditions.

### **Staff Findings of Fact:**

1. Garage on the East parcel was built with a variance # 2008-58 in June of 2009 on a separate PID and recorded to Cass County in 2009 and 2010.
2. Both Parcels were merged into one PID 87-009-3412 in December of 2019.
3. Current ordinance allows 1,280 Square feet of attached accessory space and 1,280 square feet of detached accessory space on a parcel if impervious coverage allows.
4. Larger accessory spaces are allowed by CUP if the impervious coverage is less than 25% on the buildable space.
5. Current impervious on the parcel is 5% and proposed impervious will be 10.05% with the new building and driveway.
6. No Living quarters are planned at this time within the structure.
7. Height of the building will be one story and 20 feet to the peak with 12-foot sidewalls.
8. Property set back is greater than 40 feet from the road right of way and greater than 50 feet from the adjoining property owner.

### **Conditions:**

1. This parcel may not be split in the future.
2. Best management practices will be used to prevent any soil erosion into the adjoining wetlands.
3. A stormwater management system with a swale on Buxton's property and a culvert which was previously installed by the City to direct water into the culvert that crosses the Mill's property will be maintained to operate as it has for years. There will be some minor grading after the building is erected to ensure the drainage continues toward the existing swale to the north of the proposed building.
4. Garage will be in similar color and design as the existing house.

**Councilor Ruttger moved and Councilor Demgen seconded to approve CUP 2020-01 subject to the findings and conditions as presented by the Planning Commission. All present voted in favor thereof. Motion carried.**

### 7b. Hiring a consultant to complete Zoning Ordinance update

Administrator Mason noted that the zoning ordinance update needs to be completed and the Commission is currently at an impasse. He noted that Sourcewell has assisted several other small cities with their zoning ordinance updates. He also noted that the city can determine the scope of services that would be desired. Mayor Kavanaugh noted there is time to decide and the city could budget in the future to complete this. It was noted that further discussion and research should be done before making any decisions.

## **WASTEWATER & ROAD and PARK & TRAILS**

### 8a. Engineering requirements for wastewater bypass for Lift Station #10 recoating

Public Director Jasmer addressed the Council regarding the bypass for Lift Station #10 for the sand blasting. He noted the condition of the well was worse than anticipated and will need additional work. He also noted that a communication system and controls are being installed at the same time.

**PUBLIC SAFETY**

9a. Fire Department Contract Discussion

Mayor Kavanaugh noted the fire contract from Pillager was submitted for review. It was noted that Brainerd fire would also like to submit a proposal.

**PERSONNEL COMMITTEE , BUDGET COMMITTEE**

No Reports

**MAYOR’S REPORT**

13a. Gmeinder Road relocation

Mayor Kavanaugh noted there was a meeting with Mike and Ruth Gmeinder, Neal Gaalswyk, Cass County Chairman of the Board, Derrick Anderson, Cass County Highway Engineer and Administrator Mason regarding the road relocation and right-of-way acquisition on their property because of the new road and bridge.

**CITY ADMINISTRATOR REPORT**

14a. Resolution 02:01-20: Minnesota Sheriffs' Association is requesting a gambling permit be approved for a raffle to be held on **June 9, 2020** at Cragun's Resort.

**Councilor Ruttger moved and Councilor Demgen seconded, the motion to adopt Resolution 02: 01-20 – a raffle to be held by Minnesota Sheriffs' Association at Cragun's Resort on June 9, 2020; absent: none. All present voted in favor thereof. Motion carried by 3/3 roll call vote.**

14b. Resolution 02:02-20: Minnesota Sheriffs' Association is requesting a gambling permit be approved for a raffle to be held on September 16, 2020 at Cragun's Resort.

**Councilor Ruttger moved and Councilor Demgen seconded, the motion to adopt Resolution 02: 02-20 – a raffle to be held by Minnesota Sheriffs' Association at Cragun's Resort on September 16, 2020; absent: none. All present voted in favor thereof. Motion carried by 3/3 roll call vote.**

**OLD BUSINESS, NEW BUSINESS**

None

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

Planning and Zoning Meeting ..... Tuesday, February 25, 2020 at 6:30pm  
City Council Meeting ..... Monday, March 02, 2020 at 6:30pm

**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.