

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
December 1, 2020
6:30 PM**

Mayor Kavanaugh called the December 1, 2020 regular Council meeting to order at 6:30 PM. The pledge of allegiance was recited.

ROLL CALL

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

Absent: None

Audience: Ben Thuringer, Dennis Lang

ADOPTION OF AGENDA

4a. Additions: **8a-1 Proposed land trade from Gmeinder for easements**

4b. Deletions: None

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

5a. November 4, 2020 City Council Meeting Minutes

5b. Financial Report

◆ October, 2020 bank statement information

• Checking Account

▪ Total Additions: \$110,580.12

▪ Total Subtractions: \$73,736.29

▪ Ending Balance: \$121,217.22

▪ Interest Earned to date: \$11.95

• Money Market Account

▪ Interest Earned: \$23.58

▪ Ending Balance: \$404,031.40

▪ Interest Earned to date: \$1,653.64

◆ Approve November, 2020 Check Register

• Claims 20860 to 20895 for total amount of \$99,464.71

◆ Approve November, 2020 payroll EFT payments

• EFT Payroll: \$17,535.36; EFT Transmittals: \$14,934.10

◆ Monthly Budget Report, Delinquent WW Customers Report

5c. Transfer funds from Wastewater to Debt service

◆ Transfer of \$130,000.00 from Wastewater Fund to Wastewater Debt Service 301 Fund for MN PFA Bond for the year 2021

◆ Transfer of \$27,180.27 from Wastewater Fund to Wastewater Debt Service 304 Fund for GO Disposal System Note 2019A Series for the year 2021. (Lift Station #5 Reconstruction Project)

OPEN FORUM**

None

PLANNING & ZONING

- 7a. Planning Commission inspection report
Chair Buxton reported on the Planning Commission meeting noting the discussion on the Legacy Village stating the impervious coverage is being monitored.
- 7b. Chair Buxton reviewed the potential Golf Course on Tuomi property in Crow Wing County along east line of East Gull Lake stating there were a few changes made to accommodate roadway issues.
- 7c. Chair Buxton reviewed the potential housing development on Maxson Property. Administrator Mason noted there will be a meeting with East Gull Lake, Fairview Township and Cass County to discuss a joint power agreement. He noted East Gull Lake would be providing the wastewater system for the development. Chair Buxton reiterated the fact that this is strictly a potential project with no specific design as of yet. Administrator Mason noted the developers are extremely serious about the project and might be ready to start the process as early as the beginning of 2021.

WASTEWATER & ROAD REPORT

- 8a. 2023 Wastewater Bypass and Trail Project
- WSB Engineering Update
Administrator reviewed the contract with WSB and called Chris Sonmor of WSB to answer any questions regarding the project. He noted that the north plant could be used as a natural duck pond so the decommissioning would be considerably less expensive. The changes that the City Attorney made to the contract were discussed, and the contract was approved with the attorney changes.

Councilor Bergin moved and Councilor Ruttger seconded the motion to approve the contract with WSB for engineering for the 2023 wastewater and trail project with changes made by the City Attorney. All present voted in favor thereof. Motion carried.

- Resolution 12:03-20 – 2020A Temporary GO Utility Revenue Micro-Loan
Administrator noted to move forward with the 2023 project the City needs to have funds to pay the engineering portion of the beginning stages of the project. Administrator Mason called Mike Bubany to answer questions regarding the loan documentation. If approved, the money will be distributed by December 15, 2020.

Councilor Bergin moved and Councilor Ruttger seconded, the motion to adopt Resolution 12: 03-20 – for authorizing issuance, sale and delivery of a \$171,000 Temporary GO Utility Revenue Micro-Loan, Series 2020A; absent: none. Motion carried by 5/5 roll call vote.

- 8a-1 Proposed land trade from Gmeinder for easements
Administrator Mason reviewed the area of the property where the City needs right-of-way in the Gull Lake Resort area for a new roadway. He noted that Ruth Gmeinder sent a letter stating she would trade City property for the easement needed for the roadway. It was noted that an appraisal will need to be done to proceed with the land trade.

Councilor Hoffmann moved and Councilor Bergin seconded the motion to approve moving forward with an appraisal for a land trade with Ruth Gmeinder to facilitate an easement for the new roadway. All present voted in favor thereof. Motion carried.

- 8b. Lee Anderson – Passed Class D Wastewater Licensing Exam
 Administrator Mason noted that Lee Anderson now has his Class D License. Discussion ensued regarding an increase in Lee’s wages. It was decided to give him a dollar per hour raise effective immediately.

Councilor Hoffmann moved and Councilor Demgen seconded the motion to approve an increase in Lee Anderson’s wages by \$1.00 per hour effective immediately. All present voted in favor thereof. Motion carried.

- 8c. Pike Bay Road Winter Maintenance Issue
 Administrator Mason stated that the residents on Pike Bay Road would like the City to continue to plow the road. It was noted the City can plow with the City truck and Rardin Excavating can sand the hill.

PUBLIC SAFETY, PARK & TRAILS & PERSONNEL COMMITTEE

No Reports

BUDGET COMMITTEE

- 12a. 2021 Final Budget – Resolution 12:04-20

Discussion ensued regarding lowering the budget because there is cash to cover a decrease in levy amounts. The General Fund Levy was decreased by \$21,500.00 lowering the percentage increase from last year’s budget to 2.98% instead of the 5.649% increase from September’s proposed levy.

FUND	CERTIFIED LEVY
General Fund-100	\$122,500.00
Public Safety-225	\$67,900.00
Roads, Streets, & Highway-303	\$156,000.00
GO Bond 2015 Road Improvements-305	\$157,000.00
GO Bond 2013 Road Improvements-305	\$70,000.00
Parks & Recreation-404	\$28,000.00
Planning & Zoning-407	\$55,000.00
WW Plant Expansion-301	\$173,000.00
TOTAL CERTIFIED LEVY	\$829,400.00

Councilor Bergin moved and Councilor Ruttger seconded, the motion to adopt Resolution 12: 04-20 – for Certificate of Final Levy for 2021 as amended; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

MAYOR’S REPORT

No Report

CITY ADMINISTRATOR REPORT

14a. Resolution 12:01-20 – BPSF Raffle at Cragun’s Legacy Pavilion on February 6, 2021

Councilor Bergin moved and Councilor Hoffmann seconded, the motion to adopt Resolution 12: 01-20 – a raffle to be held by Brainerd Public Schools Foundation at Cragun's Legacy on February 6, 2021; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

14b. Resolution 12:02-20 – Designate East Gull Lake election polling place

Councilor Ruttger moved and Councilor Bergin seconded, the motion to adopt Resolution 12: 02-20 – to designate East Gull Lake City Hall at 10790 Squaw Point Road as an election polling place for 2021; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

14c. Establish 2021 East Gull Lake Meeting Schedule changing the November meeting to the second Tuesday (11/9/2021).

Councilor Bergin moved and Councilor Hoffmann seconded the motion to approve the 2021 East Gull Lake meeting schedule changing November meeting to the 9th. All present voted in favor thereof. Motion carried.

Administrator Mason discussed with the Council the capability of using the iPads for the Wastewater Technicians for daily reporting. The City would need to purchase additional applications for the use of Excel spreadsheets for their daily tasks, but it was noted that the additional applications would be beneficial for all employees and the Council.

OLD BUSINESS & NEW BUSINESS

None

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

City Council MeetingTuesday, January 05, 2021 at 6:30pm

Councilor Hoffmann 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.