

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
January 5, 2021
6:30 PM**

Mayor Kavanaugh called the January 5, 2021 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: Chris Sonmor, Mike Nielson, Joel Jasmer, Shane Jordan, Bruce Buxton

OATH OF OFFICE

Mayor Kavanaugh and Councilors Demgen and Bergin recited the Oath of Office received by Administrator Mason. They signed the documents and Kathy Schack notarized the signatures.

ADOPTION OF AGENDA

4a. Additions: **14d. Request for update of Meeting Room computer**

4b. Deletions:

Councilor Hoffmann moved and Councilor Ruttger 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. December 1, 2020 City Council Meeting Minutes

5b. Financial Report

- ◆ November, 2020 bank statement information
 - Checking Account:
 - Total Additions: \$53,836.95
 - Total Subtractions: \$122,149.51
 - Ending Balance: \$52,914.66
 - Interest Earned to date: \$12.87
 - Money Market Account:
 - Interest Earned: \$13.84
 - Ending Balance: \$404,045.24
 - Interest Earned to date: \$1667.48
- ◆ Approve December, 2020 Check Register
 - Claims 20896 to 20922 for total amount of \$ 16,575.51
- ◆ Approve December, 2020 payroll EFT payments
 - EFT Payroll: \$ 17,190.91; EFT Transmittals: \$ 15,298.42
- ◆ Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

6a. Shane Jordan

Shane Jordan addressed the Council regarding the Ruth Lake issue. He reviewed the previous conversations at the last meetings. It was noted that there has no progress in the situation. Discussion ensued regarding the language of the agreements that need to be finalized. It was noted the financial portion needs to be addressed. Mayor Kavanaugh asked Administrator Mason to contact the City Attorney to expedite the project.

PLANNING & ZONING

7a. Pay Increase for Planning Commissioners

During past budget discussions, the 2021 Budget was prepared to increase the Commissioner's pay from \$100.00 to \$125.00 per meeting beginning January 2021.

Councilor Hoffmann moved and Councilor Demgen seconded to approve an increase from \$100.00 to \$125.00 per meeting effective January 2021. All present voted in favor thereof. Motion carried.

7b. Update for Potential Maxson Property Development

Administrator Mason reviewed the proposed development showing a proposed drawing. He then showed a document that might be used as an agreement for providing wastewater services for the entire project in both East Gull Lake and Fairview Township. It was noted that an application for a PUD is the next step for the development.

WASTEWATER & ROAD REPORT

8a. Update on 2023 Project – Gull Lake Resort Easement

Mike Nielson and Chris Sonmor were in attendance to provide an update on the 2023 Wastewater, Road and Trail Project. Chris discussed the project alignment starting from the north end of the City. Discussion ensued regarding the connection to the Ruth Lake Resort. Superintendent Jasmer opened the discussion on the decommissioning of the north plant. It was noted that the property may be used as a solar field. Grant money was discussed. It was noted that information needs to be provided for the February meeting for resolutions. It was also noted that letters of recommendation should be collected and Cass County should be sponsoring the granting for the project.

Administrator Mason noted he spoke with Ruth Gmeinder regarding the easement for Gull Lake Resort. It was noted that appraisers are very expensive and timing is pushed out until April. It was noted that the property can be traded without having an appraisal. Mayor Kavanaugh noted that the City Attorney should be contacted first to see how to handle the situation.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

No Report

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

13a. Resolution 01:01-21 – 2021 Appointments

Councilor Ruttger moved and Councilor Demgen seconded, the motion to adopt Resolution 01: 01-21 – for 2021 City Appointments; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

CITY ADMINISTRATOR REPORT

14a. Pay Equity Information

The pay equity report was discussed and approved for submittal.

Councilor Demgen moved and Councilor Hoffmann seconded the motion to approve the Pay Equity Report as presented for submittal. All present voted in favor thereof. Motion carried.

14b. LMCIT Dividend Information

Discussion ensued regarding the annual dividend from the League of MN Cities Insurance Trust noting that this year's dividend for the City of East Gull Lake was \$36.00 bring the total from 1987 to 2020 \$22,091.00.

14c. Publishing of 2021 Summary Budget

City staff noted the summary budget needs to be published in the newspaper by council action.

CITY OF EAST GULL LAKE SUMMARY BUDGET DATA		
	2020	2021
Revenues	Adopted Budget	Adopted Budget
Property Taxes	\$805,400.00	\$829,400.00
Licenses and Permits	\$32,834.00	\$31,950.00
Miscellaneous Revenues	\$82,035.87	\$84,484.61
Wastewater Revenues	\$561,571.32	\$551,427.32
PFA In-House Revenues	\$208,000.00	\$207,000.00
State Aid	\$4,741.00	\$6,991.00
Interest	\$6,000.00	\$3,000.00
Airport Revenues	\$4,723.00	\$5,000.00
Total Revenues	\$1,705,305.19	\$1,719,552.93
Expenditures		
General Government	\$153,640.16	\$151,179.04
Public Safety	\$56,400.00	\$68,210.00
Roads, Streets, Highway	\$143,937.14	\$153,532.61
GO Bond WW Expenses	\$39,971.33	\$46,359.25
GO Bond Roads Expenses	\$295,686.00	\$295,472.75
PFA In-House Debt	\$380,030.00	\$379,830.00
Parks and Recreation	\$21,450.00	\$23,673.00
Planning & Zoning	\$84,709.51	\$91,942.61
Wastewater Expenditures	\$565,062.11	\$575,850.47
Capital Outlay WW	\$0.00	\$0.00
Airport Expenditures	\$7,650.00	\$7,650.00
Total Expenditures	\$1,748,536.25	\$1,793,699.73

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

14d. **Request for update of Meeting Room computer**

City staff is requesting approval of funding for updating the Meeting Room computer to accommodate Zoom meetings for a price of \$770.17.

Councilor Ruttger moved and Councilor Hoffmann seconded the motion to approve purchasing a new computer for the meeting room area for a cost of \$770.17. All present voted in favor thereof. Motion carried.

OLD BUSINESS

None

NEW BUSINESS

Hiring of a new Administrator when Rob Mason retires.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning MeetingTuesday, January 26, 2021 at 6:30pm
City Council Meeting Tuesday, February 02, 2021 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.