

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
February 2, 2021
6:30 PM**

Mayor Kavanaugh called the February 2, 2021 regular Council meeting to order at 6:30 PM. The pledge of allegiance was recited.

ROLL CALL

Present: Mayor Kavanaugh, Councilors Bergin, Demgen and Hoffmann, City Administrator Mason, Public Works Director Jasmer, Administrative Assistant Schack

Absent: Councilor Ruttger

Audience: Marty Harstad, Dr. Andrew Will, Chris Sonmor, Shane Jordan

ADOPTION OF AGENDA

- 4a. Additions: 14c. MN Sheriff's Raffle Permit Application 6/8/21
14d. MN Sheriff's Raffle Permit Application 9/15/21
8c. Resolution for Grant Money Application
8d. Solar Stone – Solar Panel Presentation
- 4b. Deletions: None

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

- 5a. January 5, 2021 City Council Meeting Minutes
- 5b. Financial Report
 - ◆ December, 2020 bank statement information
 - Checking Account
 - Total Additions: \$567,284.35
 - Total Subtractions: \$472,672.67
 - Ending Balance: \$147,516.34
 - Interest Earned to date: \$15.80
 - Money Market Account
 - Interest Earned: \$11.49
 - Total Additions: \$400,000.00
 - Ending Balance: \$804,056.73
 - Interest Earned to date: \$1,678.97
 - ◆ Approve January, 2021 Check Register
 - Claims 20923 to 20951 for total amount of \$349,999.05
 - ◆ Approve January, 2021 payroll EFT payments
 - EFT Payroll: \$17,201.16; EFT Transmittals: \$15,323.24
 - ◆ Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

6a. Ruth Lake Association water level issue

Administrator Mason read the comments given from the City Attorney. It was noted that the City will be responsible for contracting and payment for those additional services required by the proposed contract with the property owner and the City. The Ruth Lake Association is required to work with the City in getting estimates for the services needed and then providing payments to be placed in escrow so the City can pay for those services. Ruth Lake Association will pay the City \$4,200 now to pay the current City attorney fees. Mayor Kavanaugh noted the monies will be need to be paid ahead by the association prior to the work being contracted. Shane Jordan stated he would like to be able to give some information as to the progress of the project. Administrator Mason will forward the note from the City Attorney to share with the Ruth Lake residents. It was noted that an escrow account will need to be set up for the association to submit contracted payment amounts of work to be done.

PLANNING & ZONING

7a. Villella 4-Plex Discussion

Administrator Mason reviewed the request from Denis Villella to convert the 4-plex into condominiums to be sold individually instead of being four different rental units. It was noted that the current zoning is waterfront commercial allowing rentals beyond residential requirements. He noted the Planning Commission would consider approval of the application with certain conditions. The Council noted its consent should the proposal be passed by the Planning Commission.

7b. THE HARBOR PUD Modification-Lot Split

Administrator Mason reviewed the application, maps and drawings showing the parameters of the proposal. It was noted that the money from the sale of the property sold to Dr. Will would be used to construct a walkway for the houses along Squaw Point Road. Marty Harstad noted that all but one of the current owners in the development were in favor of the project.

Councilor Demgen moved and Councilor Hoffmann seconded to approve the modification to THE HARBOR PUD for a lot split from Outlot A to Dr. Andrew Will subject to the findings and conditions as presented by the Planning Commission. All present voted in favor thereof. Motion carried.

WASTEWATER & ROAD REPORT

8a. 2023 Wastewater, Roads and Trails Project Update

Chris Sonmor gave an update regarding the project. He noted they looked at a gravity line option for the design of the new line in the area of the Gull Lake Resort and Squaw Point Road.

8b. Gull Lake Resort Road Easement Update

Administrator Mason noted that Ruth Gmeinder needs more time to decide what to do as far as the location of the road easement on her property. She has hired Widseth to help her with that decision. Cass County is aware of this.

8c. Resolution 02:03-21: LRIP Grant Application (Local Road Improvement Program)

Discussion ensued regarding grant monies for the 2023 Wastewater, Road and Trail Project. It was noted that grant monies may be available from MnDOT for the road portion of the project.

Councilor Demgen moved and Councilor Hoffmann seconded, the motion to adopt Resolution 02: 03-21 – for program funding from MNDOT for the reconstruction of Squaw Point Road/Gull Point Road, relocation of Gull Lake Dam Road (CSAH 125) & pedestrian trail adjacent to the realigned CSAH 70; absent: Councilor Ruttger. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

8d. Solar Stone – Solar Panel Presentation

Chris Sonmor addressed the Council regarding the presentation by Solar Stone to potentially use the decommissioned wastewater plant property for a solar energy field. Administrator Mason added to the discussion going over the power point presentation and showing some of the slides included. The presentation was recorded for future reference.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

11a. Administrator Mason Retirement

Discussion ensued regarding the retirement of Administrator Mason and the potential timeline of hiring a replacement. It was noted that the Personnel Committee should review the City Administrator/Planning and Zoning Administrator job description in preparation of listing the position. Administrator Mason would like to work on a part time basis after retirement to help with training on Planning and Zoning. Timing of a replacement for training was also discussed.

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

No Report

CITY ADMINISTRATOR REPORT

14a. IF Foundation Thank You Letter

Administrator Mason read the thank you letter from the IF Foundation

14b. BOAE Meeting Notice – April 27, 2021

The time for the BOAE meeting was discussed. It was noted that Mayor Kavanaugh passed the training.

14c. MN Sheriff's Raffle Permit Application June 8, 2021

Councilor Hoffmann moved and Councilor Demgen seconded, the motion to adopt Resolution 02: 01-21 – a raffle to be held by Minnesota Sheriffs' Association at Cragun's Resort on June 8, 2021; absent: Councilor Ruttger. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

14c. MN Sheriff's Raffle Permit Application September 15, 2021

Councilor Hoffmann moved and Councilor Demgen seconded, the motion to adopt Resolution 02: 02-21 – a raffle to be held by Minnesota Sheriffs' Association at Cragun's Resort on September 15, 2021; absent: Councilor Ruttger. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

OLD BUSINESS

None

NEW BUSINESS

Sending the wastewater in-house assessment to Cass County.

Administrative Assistant Schack addressed the Council regarding the difficulty in processing wastewater billing with internal assessments. Because the system no longer calculates interest, the process takes much longer as the interest has to be calculated individually and entered manually. Due to this, City staff recommends the internal assessment be sent to Cass County to be assessed to tax rolls. She also stated she would like to make the residents who have the internal assessment/loan on their wastewater bill aware of this by sending a preliminary letter explaining the decision. A second letter will be sent prior to the information being sent to the County in November to indicate the amount to be added to each resident’s tax roll. This will give an opportunity to pay off the amount before being sent.

Councilor Demgen moved and Councilor Hoffmann seconded the motion to send the remaining balances of the internal assessment from the 2004 wastewater project to Cass County for assessment on the tax rolls and authorization to send letters to the residents explaining the situation. All present voted in favor thereof. Motion carried.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning Meeting Tuesday, February 23, 2021 at 6:30pm
City Council Meeting Tuesday, February 02, 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.