

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
January 3, 2023
6:30 PM**

Mayor Kavanaugh called the January 3, 2023 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

Absent: None

City Staff: City Administrator Laura Christensen, Public Works Director Matt Poythress

P&Z Representative: Planning Commission Chair Bruce Buxton

Audience: Matthew Indihar

OATH OF OFFICE

Mayor Kavanaugh and Councilors Hoffmann and Ruttger recited the Oath of Office received by Administrator Christensen. Documents were signed and notarized.

ADOPTION OF AGENDA

4a. Additions: 16a, 16b

4b. Deletions: None

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

5a. December 6, 2022 City Council Meeting Minutes

5b. Financial Report

- ◆ November, 2022 bank statement information:
 - Checking Account:
 - Total Additions: \$304,116.14
 - Total Subtractions: \$118,161.24
 - Ending Balance: \$336,149.99
 - Interest Earned to date: \$91.05
 - Money Market Account:
 - Interest Earned: \$6.62
 - Ending Balance: \$10,041.90
 - Interest Earned to date: \$135.81
 - Certificate of Deposit:
 - Balance: \$400,000
- ◆ Approve December, 2022 Check Register
 - Claims 21660 to 21688 for total amount of \$29,289.62
- ◆ Approve December, 2022 payroll EFT payments: \$34,097.84
- ◆ Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

None

PLANNING & ZONING

7a. Airport Discussion

Potential hangar layout at the municipal airport was discussed. It was noted that the lease of hangars will need to be determined to keep cost to the city reimbursed. Controlled entrance to the area was discussed. A heated landing zone was discussed noting that the construction and lease would be covered by the resident using the hangar.

WASTEWATER & ROAD REPORT

8a. WSB Update

Matt Indihar addressed the Council regarding the 2023 project update.

8b. Consider WSB Proposal to Administer the Construction Contract for East Gull Lake Street and Trail Improvements

Matt Indihar addressed the Council regarding the construction contract for \$61,252. No action was taken.

Matt Indihar addressed the Council regarding the review of the Norway Ridge project.

PUBLIC SAFETY

No Report

PARK & TRAILS

10a. Joint Powers Agreement between City of East Gull Lake and Cass County to construct multiuse recreation trail

Matt Indihar addressed the Council regarding the Transportation Alternative Grant Application for the extension of the Gull Point Trail from behind the Harbor up to near Ernie's Restaurant.

Councilor Bergin moved and Councilor Hoffmann seconded the motion to approve the Joint Powers Agreement between the City of East Gull Lake and Cass County to construct multiuse recreation trail. All present voted in favor thereof. Motion carried.

PERSONNEL COMMITTEE

No Report

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

13a. Resolution 1:1-23; 2023 Appointments

Councilor Ruttger moved and Councilor Demgen seconded, the motion to adopt Resolution 1: 1-23 – for 2023 City Appointments 2023; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

CITY ADMINISTRATOR

14a. Administrator's Report

Administrator Christensen addressed the council regarding revisions to the 2023 meeting schedule.

Administrator Christensen noted that the Sourcewell Grant was received to reimburse 50% of issuance cost for MRWA micro loan.

OLD BUSINESS

None

NEW BUSINESS

16a. Consider Minnesota Rural Water Association Membership, February 2023-January 2024 in the amount of \$578.55.

Councilor Ruttger moved and Councilor Demgen seconded the motion to approve Minnesota Rural Water Association Membership, February 2023-January 2024 in the amount of \$578.55. All present voted in favor thereof. Motion carried.

16b. Personnel Committee adjustment to Lee Anderson wages due to achievement of C Wastewater License

Councilor Hoffmann reminded the Council that Lee achieved his Class C license and Jeremy achieved his Class D license. They were both awarded a \$1.00 per hour raise. It was noted that obtaining a Class C is much more intensive. The Council discussed and decided to add an additional raise of another \$1.00 per hour retro-active to initial raise.

Councilor Hoffmann moved and Councilor Bergin seconded the motion to an additional raise of another \$1.00 per hour retro-active to initial raise. All present voted in favor thereof. Motion carried.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

City Council Workshop..... Friday, January 13, 2023 at 9:00am
Wastewater & Road Committee Meeting..... Thursday, January 19, 2023 at 9:30am
Planning and Zoning MeetingTuesday, January 31, 2023 at 6:30pm
City Council Meeting Tuesday, February 07, 2023 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.