

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
November 7, 2023
6:30 PM**

Acting Mayor Ruttger called the November 7, 2023 regular Council meeting to order at 6:30 PM. The pledge of allegiance was recited.

ROLL CALL

Present: Acting Mayor Ruttger, Councilors Bergin, Demgen and Hoffmann

Absent: Mayor Kavanaugh

City Staff: City Administrator Laura Christensen, Public Works Director Matt Poythress, Administrative Assistant Kathy Schack

P&Z Representative: Planning Commission Chair Eunice Wiebolt

Audience: See Sign in Sheet

ADOPTION OF AGENDA

4a. Additions: None

4b. Deletions: None

Councilor Hoffmann moved and Councilor Bergin seconded the motion to approve the agenda as presented; absent: Mayor Kavanaugh. All present voted in favor thereof. Motion carried.

ADOPTION OF CONSENT AGENDA

Councilor Demgen moved and Councilor Bergin seconded the motion to approve the following Consent Agenda items; absent: Mayor Kavanaugh. All present voted in favor thereof. Motion carried.

5a. October 3, 2023 City Council Meeting Minutes

5b. Financial Report

- ◆ September, 2023 bank statement information
 - Checking Account
 - Total Additions: \$6,105.03
 - Total Subtractions: \$167,436.40
 - Ending Balance: \$383,597.98
 - Interest Earned to date: \$504.84
 - Money Market Account
 - Interest Earned: \$135.01
 - Ending Balance: \$164,394.70
 - Interest Earned to date: \$1,463.64
- ◆ Approve October, 2023 Check Register
 - Claims 22132 to 22190 for total amount of \$80,650.55
- ◆ Approve October, 2023 payroll EFT payments
 - Payroll Checks Register Total: \$38,201.72
- ◆ Monthly Budget Report, Delinquent WW Customers Report

OPEN FORUM**

6a. Brad Maas addressed the Council regarding Mr. Schieffer landing his helicopter.

Sheila Ayres addressed the Council regarding deer over-population in the area.

Albie Kuschel addressed the Council regarding the Cragun's rental issue. He read a comment from John Landsburg stating that the rentals should be stopped as of 12/31/2023.

Pat Brennan addressed the Council regarding the Cragun’s rental issue reiterating the request to cease the action and is asking the Council to enforce the rules that are in the ordinance.

PLANNING & ZONING

7a. Planning Commission meeting report

Chair Wiebolt addressed the Council regarding the October meeting. She noted the Commission has concern regarding the city attorney’s lack of timely responses. Discussion of Gull Sands request to pave their driveway was discussed regarding the amount of impervious surface. The SBA Tower issue was discussed. The Norway Ridge project was discussed noting that the final plat process is projected to begin sometime this fall/winter.

WASTEWATER & ROAD REPORT

8a. WSB Updates

Paul Sandy addressed the Council regarding projects and services for the city. He noted that EGL is within the fundable range for a low interest rate loan from PFA. It was noted that bids can be pursued in December 2023 with bids opening in January 2024. Construction is expected to begin sometime in May, 2024 and will probably continue late into the fall of 2024 and possibly into the spring of 2025. He noted the county road project will probably be in line with timing of the city wastewater project.

8b. Tree trimming and removal for city roads, airport, and trails

Public Works Director Poythress noted that he received two estimates to complete the needed trimming of trees.

Councilor Hoffmann moved and Councilor Bergin seconded the motion to approve Uprooted Tree Service Estimate to remove trees from specified roads, airport, and trails for \$6,250.00; absent: Mayor Kavanaugh. All present voted in favor thereof. Motion carried.

8c. Resolution 11:02-23 – Delinquent WW Tax Certification

The following accounts are delinquent and will be sent to Cass County for tax certification.

Customer Number	Customer Name	Property Address	Tax Parcel	Overdue Balance	Certification Penalty	Total Balance
10009431600	Lawrence Chalupsky	945 Green Gables Rd	87-009-4316	\$230.20	\$10.00	\$240.20
10016210300	Peter Hanson	10472 Shady Lane	87-016-2103	\$473.00	\$10.00	\$483.00
10351024000	Darcy Rakow	827 Birch Lane	87-351-0240	\$473.00	\$10.00	\$483.00
10352011000	Tessa Kirchner	800 Birch Lane	87-352-0110	\$473.00	\$10.00	\$483.00
10429010502	Richard Stiner	11899 Maplewood Dr	87-429-0105	\$372.90	\$10.00	\$483.00
			TOTALS	\$2,022.10	\$50.00	\$2,172.20

Councilor Bergin moved and Councilor Hoffmann seconded, the motion to adopt Resolution 11: 02-23 –Special Assessment for Delinquent Wastewater Billings for 2024 taxes; absent: Mayor Kavanaugh. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

No Report

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

No Report

CITY ADMINISTRATOR

14a. Administrator's Report

Draft agenda for Special Council meeting on November 20, 2023 was discussed.

14b. Norway Ridge Development

It was noted that this topic was discussed during the Planning Commission report.

OLD BUSINESS

None

NEW BUSINESS

16a. Resolution 11:01-23 Providing for the Competitive Negotiated Sale of \$1,055,000 General Obligation Sewer Revenue Bonds, Series 2024A

Mike Bubany addressed the council regarding the note. He discussed the options, noting the possibility of closing sooner in December.

Councilor Bergin moved and Councilor Hoffmann seconded, the motion to adopt Resolution 11: 01-23 – providing for the competitive negotiated sale of \$1,055,000 GO Sewer Revenue Bonds, Series 2024A; absent: Mayor Kavanaugh. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

16b. Resolution 11:03-23 Temporary General Obligation Utility Revenue Note, Series 2023B

Mike Bubany addressed the council regarding the need to roll over into a new temporary note.

Councilor Bergin moved and Councilor Demgen seconded, the motion to adopt Resolution 11: 03-23 – authorizing the issuance, sale and delivery of a \$257,000 temporary general obligation utility revenue note, series 2023b; absent: Mayor Kavanaugh. All present voted in favor thereof. Motion carried by 4/5 roll call vote.

16c. Transfer funds from Wastewater to Debt service

- ◆ Transfer of \$184,000.00 from Wastewater Fund to Wastewater Debt Service 301 Fund for MN PFA Bond for the year 2023
- ◆ Transfer of \$41,000.00 from Wastewater Fund to Wastewater Debt Service 304 Fund for GO Disposal System Note 2019A Series for the year 2023. (Lift Station #5 Reconstruction Project)

Councilor Bergin moved and Councilor Demgen seconded the motion to approve the transfer of \$225,000.00 of wastewater funds to debt service funds; absent: Mayor Kavanaugh. All present voted in favor thereof. Motion carried.

16d. Consider solicitation of proposals for City Attorney services

Gene Bridges noted that the city attorney has not been timely with his response to issues that needed to be handled. The council agreed with that assessment and gave direction to Administrator Christensen to pursue bids to fill the position.

16e. Cass County EDC Annual Membership – \$1,050.00

Councilor Hoffmann moved and Councilor Demgen seconded the motion to approve EDC Annual Membership Donation for \$1050.00; absent: Mayor Kavanaugh. All present voted in favor thereof. Motion carried.

16f. Consider Cross-Country Ski Grant-in-Aid Program FY 2024 Maintenance and Grooming Grant Contract Agreement between the State of Minnesota and the City of East Gull Lake in the amount of \$8,855.00; Consider City Administrator to sign on behalf of the City

Councilor Bergin moved and Councilor Demgen seconded the motion to approve Cross-Country Ski Grant-in-Aid Program FY 2024 Maintenance and Grooming Grant Contract Agreement between the State of Minnesota and the City of East Gull Lake with approval of the City Administrator to sign on behalf of the City; absent: Mayor Kavanaugh. All present voted in favor thereof. Motion carried.

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Budget Committee Meeting.....	Wednesday, November 15, 2023 at 2:00pm
City Special Council Meeting.....	Monday, November 20, 2023 at 6:30pm
Planning and Zoning Meeting	Tuesday, November 28, 2023 at 6:30pm
City Council Meeting	Tuesday, December 05, 2023 at 6:30pm

Councilor Hoffmann moved and Councilor Demgen seconded the motion to adjourn the meeting; absent: Mayor Kavanaugh. 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.



City Of East Gull Lake

10790 Gull Point Road
East Gull Lake, MN 56401
218-828-9279

Council Meeting November 7, 2023

Sign in Sheet

- Print
- 1 Paul Sandey
 - 2 Albin Kuschel
 - 3 Eunice Wehler
 - 4 MIKE BUBANY
 - 5 GENE BRIDGES
 - 6 Marty Halverson
 - 7 Elaine Kraemer
 - 8 Glen Kraemer
 - 9 BRAD MAXS
 - 10 Chris Armitage
 - 11 Patrick Brennan
 - 12 Sheila Ceyez
 - 13 Therese Nelson
 - 14 Steven Nelson