

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA
REGULAR SESSION
May 7, 2024
6:30 PM**

Mayor Kavanaugh called the May 7, 2024 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, Administrative Assistant Kathy Schack

P&Z Rep: Planning Commission Chair Paul Tollefson

Audience: See sign in sheet

ADOPTION OF AGENDA

4a. Additions: 5d. Fireworks at Madden's Resort; 8f. Road Maintenance Agreement

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

5a. April 9, 2024 City Council Meeting Minutes

5b. Financial Report

- ◆ March, 2024 bank statement information
 - Checking Account
 - Total Additions: \$41,501.82
 - Total Subtractions: \$148,372.19
 - Ending Balance: \$287,212.88
 - Interest Earned to date: \$342.47
 - Money Market Account & ICS Market Sweep
 - Interest Earned: \$740.72
 - Ending Balance: \$165,908.43
 - Certificate of Deposits:
 - Balance: \$800,000
- ◆ Approve April, 2024 Check Register
 - Claims 22378 to 22408 for total amount of \$56,133.93
- ◆ Approve April, 2024 payroll EFT payments
 - Payroll Checks Register Total: \$40,684.64
- ◆ Monthly Budget Report, Delinquent WW Customers Report

5c. Liquor Licenses:

Ernie's On Gull Lake	Off Sale Liquor License	\$100.00
	On Sale Liquor License	\$1250.00
	Sunday On Sale Liquor License.....	\$200.00
The Classic (Madden's)	On Sale Liquor License	\$1250.00
	Sunday On Sale Liquor License.....	\$200.00
Madden's On Gull Lake	Off Sale Liquor License	\$100.00
	On Sale Liquor License	\$1250.00
	Sunday On Sale Liquor License.....	\$200.00
Cragun's Lodge/Conference Center	Off Sale Liquor License	\$100.00
	On Sale Liquor License	\$1250.00
	Sunday On Sale Liquor License.....	\$200.00
Legacy Courses at Cragun's	On Sale Liquor License	\$1250.00
	Sunday On Sale Liquor License.....	\$200.00
Brainerd Jaycees	1-4 day Temporary Liquor License	\$50.00

5d. Fireworks at Madden's Resort June 19, 2024 for New Horizons Academy

OPEN FORUM**

- 6a. Birch Grove Road Construction
Sharon Gibbons asked for information.

Paul Sandy noted one of the residents would like to have the stub moved out of the road since the road is being resurfaced. Discussion ensued regarding a vacant lot needing a stub where the owner approached the city to build in the near future. Administrator Christensen was directed to contact the owner to ask if he is willing to pay for the stub.

PLANNING & ZONING

- 7a. Resolution 05-01-24 Peterson CUP

Chair Tollefson stated that the PC recommended approval of the Peterson CUP. He noted that garage size has been an issue for some time. Mayor Kavanaugh expressed his opinion that the size of 1280sf should only apply to Shoreline – R3 Zone. The impervious of 20% could be the criteria to be used for non-lakeshore properties.

Councilor Hoffmann moved and Councilor Bergin seconded, the motion to adopt Resolution 05: 01-24 – for Mark Peterson Conditional Use Permit 2024-12 subject to findings and conditions recommended by the Planning Commission; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

- 7b. Resolution 05-02-24 Peterson Variance

It was noted that it would be a violation if it was turned into a guest house.

Councilor Bergin moved and Councilor Demgen seconded, the motion to adopt Resolution 05: 02-24 – for Mark Peterson Variance 2024-11 subject to findings and conditions recommended by the Planning Commission; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

7c. Resolution 05-03-24 Holbrook Preliminary Plat

Chair Tollefson addressed the Council regarding the... He stated that the PC recommended approval of the Preliminary Plat of the Holbrook Property.

Councilor Hoffmann moved and Councilor Demgen seconded, the motion to adopt Resolution 05: 03-24 – for Holbrook Plat Minor Subdivision; Preliminary Plat 2024-22 subject to findings and conditions recommended by the Planning Commission; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

WASTEWATER & ROAD REPORT

8a. Resolution 05:04-24 Wastewater Fund rates for PFA financing

Paul Sandy addressed the Council noting that PFA needs assurance that adequate cash flow is being sustained in the wastewater proprietary fund.

Councilor Ruttger moved and Councilor Demgen seconded, the motion to adopt Resolution 05: 04-24 – for WASTEWATER FUND RATES 2024 for 2025-2027; absent: none. All present voted in favor thereof. Motion carried by 5/5 roll call vote.

8b. Easement Acquisition for Intermediate Lift Station – Hoffmann Parcel

Discussion ensued regarding the odors created by lift stations.

Councilor Ruttger moved and Councilor Demgen seconded the motion to authorization signatures on the easement agreement with Councilor Hoffmann. Mayor Kavanaugh, Councilors Bergin, Demgen, and Ruttger voted in favor thereof; Councilor Hoffmann abstained. Motion carried.

8c. Payments to contractor for materials on hand and work completed

Paul Sandy noted that Pay Voucher 1 shows the amount of materials for payments to contractor.

8d. 3-Phase Power Extensions to Lift Station 1 and Intermediate Lift Station –
East Gull Lake Consolidate Treatment Project

Councilor Bergin moved and Councilor Demgen seconded the motion approval and payment of the attached invoices for the 3-phase power extensions to Lift Station 1 and the Intermediate Lift Station in the amount of \$36,918.36 and \$22,281.91 respectively. All present voted in favor thereof. Motion carried.

8e. Consolidate Treatment Project Pay Voucher 1

Councilor Bergin moved and Councilor Hoffmann seconded the motion approval and payment of Pay Voucher 1 to TNT Construction Group in the amount of \$600,529.00 for the work completed to date plus the materials on hand. All present voted in favor thereof. Motion carried.

8f. Cross-Jurisdictional Road Maintenance Agreement between Crow Wing County and the City of East Gull Lake

Councilor Hoffmann moved and Councilor Ruttger seconded the motion to approve the Cross-Jurisdictional Road Maintenance Agreement between Crow Wing County and the City of East Gull Lake. All present voted in favor thereof. Motion carried.

PUBLIC SAFETY

No Report

PARK & TRAILS

10a. Letter to Baxter Snowmobile Club

Due to concerns of safety, the City of East Gull Lake Parks and Trails Committee made recommendation to the City Council and the City Council further discussed discontinuing the use of Poplar Drive for designated snowmobile trail use. It is requested that a different route for this trail be determined and further discussed with the City.

10b. Federal Trail Project Wetland Credits – WSB update

Councilor Demgen moved and Councilor Hoffmann seconded the motion for approval to enter into the Wetland Credit Reservation Agreement with Wetland Credit Agency and authorizing payment for the credits in the amount of \$11,993.89. All present voted in favor thereof. Motion carried.

PERSONNEL COMMITTEE

No Report

BUDGET COMMITTEE

No Report

MAYOR’S REPORT

No Report

CITY ADMINISTRATOR

No Report

OLD BUSINESS

15a. City Hall design preliminary concepts

Mike Angland, Widseth, addressed the Council regarding the design of a new city hall.

15a. Hunting/firearm usage in City limits discussion

Mapping for no firearms is being discussed.

Councilor Bergin moved and Councilor Bergin seconded the motion to approve . All present voted in favor thereof. Motion carried.

NEW BUSINESS

None

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

Planning and Zoning MeetingTuesday, May 28, 2024 at 6:30pm

City Council MeetingTuesday, June 04, 2024 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.

