

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA**

REGULAR SESSION

**January 6, 2015
6:30 P.M.**

CALL TO ORDER

The East Gull Lake City Council met in Regular Session at 6:30 P.M. and was called to order by Mayor Kavanaugh.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Mayor Kavanaugh, Councilors Ruttger, Demgen and Hoffman
Absent: Councilor Lang

OATH OF OFFICE

Councilors Ruttger and Hoffmann received the Oath of Office as recited by Administrator Mason. They signed the documents and Kathy Schack notarized the signatures.

ADOPTION OF AGENDA

- 5a. Additions: None
- 5b. Deletions: None

M/S/P, all ayes, Hoffman, Demgen, to approve the agenda as presented

ADOPTION OF CONSENT AGENDA

M/S/P, all ayes, Councilors Demgen, Hoffman; to approve the following Consent Agenda items:

- 6a. December 2014 City Council Meeting Minutes
- 6b. November 2014 Financial Statement
- 6c. Approved December 2014 claims 18527 to 18568 for total amount of \$25,391.77
(Trial Balance, Monthly Budget Report, Delinquent WW Customers Report)
- 6d. Approve Summary Budget Data for publishing
- 6e. Turn In Poachers (TIP) – Gambling Permit, January 31, 2015 at Cragun’s Legacy
- 6f. MN Adult & Teen Challenge – Gambling Permit; May 30, 2015 at Cragun’s Resort
- 6g. EDC Membership Service Agreement - \$50.00 increase to \$1,050.00

OPEN FORUM

- 7a. Mosquito Squad Presentation
Clayton “Buzz” Holznagel addressed the Council regarding the services that Mosquito Squad Presentation proposes to provide for mosquito reduction. Contract terms were discussed as well as timing of spraying.

PLANNING & ZONING

No Report

WASTEWATER & ROAD REPORT

Superintendent Jasmer noted that the equipment ordered for the Pine Beach Plant has arrived. He noted that at the next Wastewater meeting, a topic of discussion will be regarding communication

with grinder stations. He noted that there is a company that is willing to connect to the Pine Beach Plant with one of the devices and allow the City to borrow a phone and test the system. He noted that it would be an initial expense, but that he felt the system would be an asset to the City to gather information on the grinder stations.

Jeff Ledin, City Engineer, addressed the Council regarding wastewater easements going across Kavanaugh's Resort property. Administrator Mason noted that there is meeting planned for Friday, January 09, 2015 with the City Attorney Tom Pearson, Bruce Buxton, Jeff Ledin, Administrator Mason, and Joel Jasmer regarding the issue. On January 14, 2015, a meeting is planned between City and Kavanaugh's to discuss the issue. Mr. Ledin noted that the conveyance of the ownership of the right-of-way should be completed; the controversial point is how the situation got to this point and how much money the conveyance is worth. He noted that the sewer system at Kavanaugh's Resort should be in the City's ownership for management and maintenance. It was noted that if Mr. Ledin is asked to come to the meeting on the 14th, he would be available. Mr. Ledin noted that when it comes to the point of conveying to the City, he would like to be involved to help insure it is done correctly.

PUBLIC SAFETY

No Report

PARK & TRAILS

No Report

PERSONNEL COMMITTEE

Administrator Mason noted that there is a report required to be sent to the State in regards to pay equity. He started the process, but would like to meet with the committee to verify the information is correct. He noted that he acquired information from Teri Hastings of Lakeshore, where the positions are very similar to what is at the City for comparison. He noted that the report needs to be turned in by January 31, 2015.

BUDGET COMMITTEE

No Report

MAYOR'S REPORT

14a. Designate official City newspaper – Brainerd Dispatch

14b. Appoint acting Mayor – Jim Ruttger

14c. Appointments to Committees

- P&Z – Carol Demgen, Scott Hoffman
- Budget – Herm Schley
- Park & Trails – Scott Hoffmann, Mark Kavanaugh will be asked
- Wastewater & Roads – Abbey Pieper, Eric Peterson
- Personnel – Jim Ruttger, Carol Demgen

Administrator Mason will provide names and terms at the February 3rd meeting.

CITY ADMINISTRATOR REPORT

15a. Mosquito spraying bids

Administrator Mason discussed the bids from Clarke Mosquito and Mosquito Squad. It was noted that the services would be similar with the cost of Mosquito Squad services being

significantly lower. Administrator Mason noted he would do a ride along with Buzz to see which roads he plans on spraying.

M/S/P, all ayes, Councilors Ruttger, Hoffman to accept the proposal from Mosquito Squad [for spraying for the reduction of mosquitoes] in the amount of \$25,680.00 for three (3) years [2015-2017].

15b. Cascade Computer – Server Quote

Administrator Mason discussed the server the City is using noting that it is on loan from Cascade Computers at no cost to the City. He noted that Cascade Computers has given the City a quote of \$1,745.46 for a new server. He also noted that the City will be able connect the sewer plant with City Hall once this is all completed.

M/S/P, all ayes, Councilors Hoffman, Demgen to purchase the server for \$1,745.46 [from Cascade Computers]

15c. 2014-2015 Budget Review

Administrator Mason reviewed the trial balance report and the budget report with the Council. It was noted that the remaining monies available from the Capital Project Fund should be divided: \$50,000 toward the road bond payoff and \$10,000 toward purchasing the mobile traffic calming sign. It was noted that the purchase should be discussed and voted on at the February council meeting. Mayor Kavanaugh asked how the capital project fund ended up \$104,718 extra funds.

Administrator Mason noted that he received a post sale report of the City bonds. The attorney reviewing this stated that it looked good and the City will be receiving a check for \$3,600 from excess that will be applied to the Debt Service Fund. He noted that wastewater billing has been completed for the 4th quarter 2014. He also stated that a payment of \$276,486.855 for the road bonds is due January 15th, 2015.

Administrator Mason addressed the Council regarding road complaints. Discussion ensued regarding snow plowing and where the City has easements to be able to plow and turn around. He noted that there are issues at the end of Squaw Point Road.

OLD BUSINESS

None

NEW BUSINESS

None

NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS

City Council Meeting	Tuesday, January 6, 2015 at 6:30pm
Planning and Zoning Meeting.....	Tuesday, January 27, 2015 at 6:30pm
Wastewater & Road Committee Meeting.....	Wednesday, February 18, 2014 at 3:00pm
Budget Committee Meeting	Thursday, August 6, 2015 at 4:30pm
Park & Trails Committee Meeting.....	TBD
Public Safety Meeting	TBD

M/S/P, all ayes, Hoffmann, Ruttger, to adjourn the meeting

Respectfully submitted,

Rob Mason
City Administrator/Planning & Zoning Administrator

These minutes are paraphrased and are not written word for word.