

**MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL  
OF EAST GULL LAKE, COUNTY OF CASS, STATE OF MINNESOTA  
REGULAR SESSION  
October 6, 2020  
6:30 PM**

Mayor Kavanaugh called the October 6, 2020 regular Council meeting to order at 6:30 PM.

The pledge of allegiance was recited.

**ROLL CALL**

Present: Mayor Kavanaugh, Councilors Ruttger, Demgen and Hoffmann, City Administrator Mason, Planning Commission Chair Bruce Buxton, Public Works Director Jasmer, Administrative Assistant Schack

Absent: Councilor Bergin

Audience:

**ADOPTION OF AGENDA**

- 4a. Additions: 8b. Selection of Engineer from RFPs  
14c. Ruth Lake Project  
14d. Cass County EDC Membership Dues – 2021  
14e. Resolution 10:02-20 Gambling Permit for MN Teen Challenge at Cragun’s Resort on June 5, 2021

4b. Deletions: None

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

- 5a. September 1, 2020 City Council Meeting Minutes  
5b. Financial Report
- ◆ August, 2020 bank statement information:
    - Checking Account:
      - Total Additions: \$510,593.12
      - Total Subtractions: \$439,477.93
      - Ending Balance: \$247,018.38
      - Interest Earned to date: \$2.12
    - Money Market Account:
      - Interest Earned: \$43.17
      - Ending Balance: \$303,975.28
      - Interest Earned to date: \$1,597.52
  - ◆ Approve September, 2020 Check Register
    - Claims 20773 to 20804 for total amount of \$40,746.64
  - ◆ Approve September, 2020 payroll EFT payments
    - EFT Payroll: \$18,409.78; EFT Transmittals: \$19,385.92
  - ◆ Monthly Budget Report, Delinquent WW Customers Report

## **OPEN FORUM\*\***

None

## **PLANNING & ZONING**

7a. Variance 2020-56: Darwin Bridges, 87-028-2200, 11220 East Gull Lake Drive

The Bridges' are requesting to add 336 square feet to the existing garage for space that will allow storage of lawn and garden equipment now stored in an enclosed trailer onsite that will be removed from the property if the addition is allowed. A variance is required based upon the existing accessory structures within the 2.5-acre lot is already at the maximum allowable accessory structure of 1,280 square feet. Additionally, a bathroom and washroom for fish and game cleaning will be added.

Chair Buxton reviewed the discussion at the Planning Commission meeting noting that the Commissioners did not deem it necessary to keep the condition of the purchase of additional property. It was noted that the Planning Commission is recommending approval of the variance subject to the following:

### **Findings of Fact:**

1. The addition is small and the garage is in a heavily wooded area with the closest two homes being 450 to 550 feet away.
2. Parcels around the Bridge's lot are 5 to 10 acres and contain multiple structures.
3. The addition is comparable to all other buildings in the area and would not harm the public health, safety, comfort, convenience and general welfare of the community.

### **Conditions:**

1. The accessory siding matches the house is material and color.
2. Purchase an after-the-fact land use permit for \$600.00

**Councilor Hoffmann moved and Councilor Demgen seconded to approve Variance 2020-56 subject to the findings and conditions as presented by the Planning Commission. All present voted in favor thereof. Motion carried.**

Chair Buxton noted that there was a lot of discussion regarding the required limit of 1,280 square feet for an accessory structure. He noted that the issue will be addressed during the update of the zoning ordinance process.

## **WASTEWATER & ROAD REPORT**

8a. COVID19 Requested Purchase of Equipment

Public Works Director Jasmer addressed the Council regarding purchasing a camera and survey grade receiver for locating sewer lines using the COVID19 Cares Act monies. He noted he has been looking into this equipment for some time. Administrator Mason explained the process to verify the expenditures for the use of the COVID19 monies. It was noted that iPads should be added to the purchase to facilitate usage of the information.

**Councilor Demgen moved and Councilor Hoffmann seconded the motion to approve the request to purchase a camera, location equipment, and iPads using COVID19 monies. All present voted in favor thereof. Motion carried.**

- 8b. Selection of Engineer from RFPs for the 2020 Wastewater, Roads and Trails Project  
Administrator Mason reviewed the RFP totals with the Council. He noted that there were several committee meetings to discuss the costs and scope of work from each engineering company. He discussed the differences from each company, noting that WSB came in as the lowest in cost. He noted both the Wastewater & Roads and the Park & Trails Committees recommended the choice be awarded to WSB. Discussion ensued regarding the portions of the project that need to be started right away and the monies that need to be applied. It was noted that WSB will work on a new Fee Disbursement Schedule based on pushing back the time frame for beginning the project.

**Councilor Ruttger moved and Councilor Hoffmann seconded the motion to approve the selection of WSB to engineer the 2020 Wastewater, Roads and Trails project. All present voted in favor thereof. Motion carried.**

**PUBLIC SAFETY**

**PARK & TRAILS**

**PERSONNEL COMMITTEE**

**BUDGET COMMITTEE**

No Reports

**MAYOR'S REPORT**

No Report

**CITY ADMINISTRATOR REPORT**

- 14a. Resolution 10:01-20 – North Country Pheasants Forever Gambling Permit:  
Raffle at Cragun's Legacy on March 27, 2021.

**Councilor Ruttger moved and Councilor Demgen seconded, the motion to adopt Resolution 10: 01-20 – a raffle to be held by North Country Pheasants Forever at Cragun's Legacy on March 27, 2021; absent: none. All present voted in favor thereof. Motion carried by 3/4 roll call vote.**

- 14b. COVID19 Expenses and Totals Report

Administrator Mason reviewed the costs applied and future expenditures. It was noted that the deadline for awarding these purchases is November 15, 2020. It was also noted that iPads could be purchased for the Council members to use for social distancing during isolation times. Discussion ensued regarding business grants that could be given to the Resorts and Ernie's restaurant.

- 14c. Ruth Lake Project

Councilor Ruttger reviewed the project. He noted the attorney drafted the agreement between the Ruth Lake Association and the City. Mayor Kavanaugh asked a question on 4b and the removal of the easement. He stated the "immediate" removal should be eliminated from the verbiage. Public Works Director Jasmer noted the existing easement should be included in the verbiage stating it is not the same easement and the City will not relinquish that easement.

- 14d. Cass County EDC Membership Dues – 2021

**Councilor Hoffmann moved and Councilor Ruttger seconded the motion to approve the membership dues to the Cass County EDC for \$1050.00. All present voted in favor thereof. Motion carried.**

14e. Resolution 10:02-20 Gambling Permit for MN Teen Challenge at Cragun’s Resort on June 5, 2021  
**Councilor Ruttger moved and Councilor Demgen seconded, the motion to adopt Resolution 10: 02-20 – a raffle to be held by MN Teen Challenge at Cragun’s Resort on June 5, 2021; absent: none. All present voted in favor thereof. Motion carried by 4/4 roll call vote.**

**OLD BUSINESS**

None

**NEW BUSINESS**

None

**NEXT REGULAR SESSIONS OF CITY COUNCIL/OTHER MEETINGS**

Planning and Zoning Meeting ..... Tuesday, October 27, 2020 at 6:30pm  
City Council Meeting ..... Wednesday, November 04, 2020 at 6:30pm

**Councilor Ruttger 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.