

**City of Cromwell, Carlton County, MN**  
**Regular Council Meeting Minutes**  
**November 16, 2016 - 7:00pm**

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A regular meeting of the City Council of the City of Cromwell was held on November 16, 2016 at 7:00 pm at the Cromwell Park Pavilion.

The meeting was called to order at 7:00 pm by Mayor Lisa Lund.

**Roll Call**

Present: Mayor Lisa Lund, Council Members Phil Lippo, Warren Peters, Ray Lally, Tom Borglund

Employees: LuAnn Freiermuth (City Clerk-Treasurer), Krysta Konieska (Interim Bar Manager), Tom Johnson (Public Works)

Others: Charles & Bev Peterson, Ron Moen, Sharon Zelazny, Kyle Ridlon, Arthur Vigness

**1. ADDITIONS OR CHANGES TO THE AGENDA**

Add: Item E to Water/Sewer: Certify delinquent water & sewer accounts to the County.

Add: Item C to Liquor Store: Accept Alex Shelton's termination of employment.

**Motion by Lally to approve the Agenda with additions. Seconded by Peters. Motion carried unanimously.**

**2. PUBLIC INQUIRIES/INFORMATIONAL**

Charles and Bev Peterson were present to give us an update on the Flag Fund. Charles stated that it was a very good fundraiser. Eighteen flags and brackets have been purchased plus an additional replacement MIA/POW flag for the pavilion. He thanked the city staff for their participation. Charles stated that many of the donors would like to see the flags up longer, perhaps through Veteran's Day, therefore he would like to volunteer his services to put up and take down the flags for next year. There is a balance of \$440.35 in the flag fund. Charles would prefer the city keep that money in the city checking account for future purchases.

Liability was discussed.

The council thanked the Peterson's for their efforts and approved allowing them to be in charge of the flags.

**3. OLD BUSINESS**

Kyle Ridlon, the Cromwell-Wright School archery coach, was present to answer some of the council's questions regarding using the pavilion for practice.

The clerk stated that we have received the Certificate of Liability Insurance from the school stating the city as an additional insured.

Kyle explained that eye bolts would need to be installed on the pavilion walls. Tyson Warner has agreed to install them in a secure place on the walls. Tom will oversee the work being done. Kyle said the nets will be taken down after each practice.

Low adhesion painters tape will be used to mark the practice lanes. The council agreed that the tape can stay on the floor unless other activities in the pavilion are planned. The clerk will let Kyle know if the markings need to be taken off.

Kyle inquired about storage space. The council agreed to let the club use the garage attached to City Hall.

Kyle will get a practice schedule to the clerk. Tentatively practice sessions will be two days a week from approximately 5-6 pm to 8-9 pm.

The club will be responsible for cleaning the pavilion after each use.

The council has agreed to these arrangements.

## **NEW BUSINESS**

### **4. CONSENT AGENDA**

- A. Approval of prior meeting minutes.
- B. Pavilion calendar
- C. General Ledger for October (listing receipts and disbursements)
- D. Claims list for approval
- E. Liquor Store monthly sales total report
- F. Pull tab totals
- G. Treasurer's Monthly Report

**Motion by Lally to approve the Consent Agenda. Seconded by Lippo. Mayor Lund abstained due to being absent at the last meeting. Motion carried.**

### **5. WATER/SEWER/MAINTENANCE**

#### **A. Maintenance Report**

1. Goble Excavating is scheduled to come next week for repair work on the hydrant by the school.
2. The hydrant at the Warming Shack/Ice Rink leaks when it is turned on. Tom will get it repaired next spring as the budget allows. No skating rink this year.
3. Ponds are drained; mounds are working, everything is winterized.
4. The school has been flushing their heating system so extra gallons have been going into the ponds. With the lower than average rainfall in October/November Tom stated that the ponds should still be good despite the additional gallons going into the ponds.
5. Two windows at the clinic need to be replaced. Brent Vigness has agreed to do the installation and repair.
6. Tom requested 1 load of gravel for Lake Street. Jay Soderbloom has volunteered to do the grading.  
Artie Vigness suggested squaring the corners in the potholes and recommended purchasing rims for the manholes on the North Alley to raise them up to street level.
7. Tom requested approval to attend the Annual Water/Wastewater Conference at St. Cloud on March 7-9. He needs the training credits to keep his Water/Wastewater license up to date. He would need hotel accommodations for two nights.

**Motion by Lippo to approve sending Tom to the Water/Wastewater training in St. Cloud. Seconded by Peters. Motion carried unanimously.**

**Motion by Peters to approve the Manager's Report. Seconded by Lally. Motion carried unanimously.**

#### **B. Project Status Report from JPJ Engineering**

John Mattonen assisted with various items this month

MnDOT is beginning to plan for T.H. 210 improvements for the year 2020/2021. MnDOT engineer Derek Frederickson, John Mattonen, Phil Lippo, Warren Peters, Tom Johnson, Sharon Zelazny and clerk Freiermuth met at City Hall to listen to MnDOT's preliminary

proposals and make decisions regarding parking and lighting. The City of Cromwell needs to send MnDOT a letter requesting parking along Hwy 210. MnDOT will pay for the basic street lighting. If the city wants to upgrade, the additional amount would be the city's expense. John Mattonen assisted with the funding application for the water tower mixer.

**C. Carlton County Maintenance Agreement**

A maintenance agreement was sent to us from the Carlton County Transportation Department indicating the schedule of charges for grading, plowing, etc.

**Motion by Peters to approve the Carlton County Maintenance Agreement. Seconded by Borglund. Motion carried unanimously.**

D. The City of Cromwell received a Water Fluoridation Quality Award for the year 2015 for consistent, high quality water fluoridation practice.

**E. Certify Delinquent Water & Sewer Account to the County**

**Motion by Borglund to certify the delinquent water and sewer accounts to the County to be assessed to the property owner's taxes. Seconded by Peters. Motion carried unanimously.**

**6. LIQUOR STORE**

**A. Manager's Report**

1. Business during hunting season has been great.
2. A new television has been installed on the south wall.
3. LED lighting has been installed on the off-sale liquor shelves.
4. Krysta and Mayor Lund will interview two applicants for bartender positions.
5. Winter hours will go into effect on December 5. Signs for outside with the new hours are being printed; compliments of the beer distributors.
6. December 23. Customer Appreciation Day. Dean Nyberg will DJ and announce the meat raffle. The beer and liquor distributors have contributed prizes for throughout the evening. Krysta requested approval to give a total of \$30 in gift cards; \$5.00 each.

**Motion by Lally to approve the gift cards as prizes. Seconded by Lippo. Motion carried unanimously.**

7. PointOS has been installed and is working good. The staff has been trained, each bartender has their own cash drawer, and reports are automatically sent to the clerk via e-mail.

Will call and make arrangements for installation of a new back door at the bar.

**B. Hire Manager and Wage Increase**

**Borglund made a motion to hire Krysta as Liquor Store Manager. Seconded by Peters. Motion carried unanimously.**

**Motion by Peters to increase Krysta's wage by \$1.50/hour. Seconded by Lally. Motion carried unanimously.**

**C. Motion by Peters to accept Alex Shelton's termination as of November 2. Seconded by Lally. Motion carried unanimously.**

**Motion by Lally to approve the Liquor Store Manager's Report. Seconded by Peters.  
Motion carried unanimously.**

**7. PARKS AND RECREATION/PAVILION**

The Cardinal Quilters Guild has donated \$500 to be used toward a new door and frame at the pavilion.

**Motion by Lally to accept the donation from the Cardinal Quilters Guild. Seconded by Lippo. Motion carried unanimously.**

**8. GENERAL CITY/HOUSING/HIGHWAY**

A. The clerk sent out Requests for Proposals for auditing. We have not received any responses. Our current auditor, Hoffman, Philipp, and Knutson has inquired about their auditing services. Colleen Hoffman stated that it is burdensome to any auditor if we wait too long. The clerk was asked to contact the Hoffman firm about a one-year contract and then send out requests again next year.

**Motion by Lally to approve a one-year contract if the Hoffman firm will accept that. Seconded by Peters. Motion carried unanimously.**

B. Finalize Levy

**Motion by Lally to approve the 2017 levy as set at the October council meeting. Seconded by Lippo. Motion carried unanimously.**

C. **Motion by Lally to request parking from MnDOT along Highway 210. Seconded by Peters. Motion carried unanimously.**

D. **Canvass Election Results**

**City of Cromwell Mayor**

Sharon Zelazny: 82

Write-Ins:

Sam Clark: 1

Elaine Huhta: 1

Gary Peterson: 1

**City Council Member**

Warren Peters: 40

Write-Ins:

Arthur Vigness: 16

Sam Clark: 15

Roger Collman: 2

Bev Vigness: 2

Kris Irving: 2

Lisa Irving: 1

Christopher Irving: 1

Elaine Huhta: 12

Tracy Goranson: 1

Brian Granholm: 1

Tom Borglund: 1

Artr Vigness: 1

Alicia Vigness: 1

Artie Vigness: 2

Patti McPhail: 1  
Kristi Borglund: 3  
Art Vigness: 1  
Ed Raisanen: 1  
Samuel Clark: 1

**Motion by Lally to accept the election results: Seconded by Borglund. Motion carried unanimously. Clerk Freiermuth presented the Certificates of Election and congratulated Mayor-Elect Sharon Zelazny, Council Member Warren Peters, and Council-Elect Arthur Vigness.**

## **9. FIRE DEPARTMENT/AMBULANCE**

### **10. Clerk/Treasurer**

We received a thank-you from the Chill-o-ween committee thanking the city for their donation of \$100. They said the party was a great success again this year.

The Minnesota Department of Health has denied our request for a grant for the water tower mixer. Per legislation our request did not fit into their source water specifications. We will submit a grant application to Enbridge once that is available in January and just keep trying.

### **11. TRUSTEE'S NOTES**

Phil Lippo – When we order a new door for the pavilion Phil suggested getting a door with a larger glass window so people can see if someone is outside without opening the door and hitting them.

Ray Lally –

Warren Peters –

Tom Borglund -

### **12. Mayor's Notes**

Bill Zelazny's son has volunteered to paint a mural on the box car behind City Hall. He will present his idea for approval before he begins painting.

**Motion by Lally to approve Mr. Zelazny to paint the box car. Seconded by Peters. Motion carried unanimously.**

**Mayor Lund stated she wanted it on record that she was sick last month and that was the reason for her absence.**

**Motion by Peters to adjourn the meeting at 8:20 pm. Seconded by Lally. Motion carried unanimously.**

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Mayor Lisa Lund

ATTEST: \_\_\_\_\_  
LuAnn Freiermuth, City Clerk-Treasurer