

**City of Cromwell, Carlton County, MN**  
**Regular Council Meeting Minutes**  
**December 16, 2015 - 7:00pm**

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A regular meeting of the City Council of the City of Cromwell was held on December 16, 2015 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: Ray Lally, Warren Peters, Phil Lippo, Tom Borglund

Employees: LuAnn Freiermuth (City Clerk-Treasurer), Tom Johnson (Maintenance)

Other: Assistant Fire Chief Mike Peterson

**1. ADDITIONS OR CHANGES TO AGENDA**

Add Transfer Funds to General City/Housing/Highway

**Motion by Borglund to approve the Agenda with noted addition. Seconded by Lippo. Motion carried unanimously.**

**2. PUBLIC INQUIRIES/INFORMATIONAL**

**3. OLD BUSINESS**

A. Assistant Fire Chief Mike Peterson went over the proposed 2016 Cromwell-Wright Joint Powers Fire/Ambulance Budget and answered questions.

**Motion by Lally to approve the 2016 Fire/Ambulance Budget. Seconded by Lippo. Motion carried unanimously.**

Mike gave an update of the Cromwell-Wright Fire/Ambulance merge. He explained that Legislature closes their session in May. Any laws they pass do not become effective until August. Mike hopes to have the District in place by July 1, 2016. If the District is in place then they will do their own levy for 2017. If the District is not approved by Legislature before they end their session then each city will continue the fire levy as in the past. During the transition any money received by the city for the fire/ambulance will be transferred to the fire/ambulance fund.

A Resolution for each township wanting to become part of the District and the Joint Powers Agreement will be signed in January. Once the new Board is in place in January contracts to the townships will have to be re-issued. Once the District is in place new contracts will be made up. Mike explained that the taxpayer will be assessed based on the market value of the property. Approximately \$45/\$100,000 net tax capacity. Attorney Yetka will draft up an agreement to transfer funds from the city to the Fire/Ambulance District.

Mike asked for approval from the council to purchase training equipment consisting of a 4-pack of Little Anne manikins, a Zoll AEDPLUS Trainer Case, and a PhysioControl. Total of \$1540.00

**Motion by Lally to approve the purchase of this training equipment. Seconded by Borglund. Motion carried unanimously.**

## NEW BUSINESS

### 4. CONSENT AGENDA

- A. Approval of prior meeting minutes.
- B. Pavilion calendar
- C. General Ledger for November (listing receipts and disbursements)
- D. Claims list for approval
- E. Liquor Store monthly sales total report
- F. Pull tab totals: Sept \$891.60
- G. Treasurer's Monthly Report

**Motion by Lally to approve the consent agenda. Seconded by Borglund. Motion carried unanimously.**

### 5. WATER/SEWER/MAINTENANCE

#### A. Maintenance Report

- a. Water samples have been good. Fluoride and chlorine are perfect. The wireless radio communication system between the tower and the well house is working well with a strong signal. Pumps are working perfectly.
- b. The generator is all set for any power outage. We will be able to run the sewer lift stations and also pump water to the tower in an emergency.
- c. Still researching mixers. Mike Roer from MRW recommended not getting a mixer but just continuing what we are currently doing because of the expense should something go wrong with the mixer. Other sources have highly recommended the use of a mixer. Tom is checking with other cities for their opinions. Tom is requesting bids and we will submit a grant application in the event that we decide to go with a mixer.
- d. Beaver Roofing submitted a quote for tearing down the chimney on City Hall and repairing the hole. \$6745.00
- e. Craig Harp has recommended waiting until Spring to repair the potholes by the clinic. At that time he suggested repairing the street with asphalt rather than pothole patch or millings. We will consider that when the fire department decides to do asphalt work by the fire hall. It was suggested by the council to consider doing the pavement in front of the pavilion at the same time.
- f. Keith Clark will submit an estimate for gravel on Lippo Lane, Lally Road, and Swenson Road.
- g. The air conditioners have been winterized and all furnaces are working properly
- h. Tom has been out snowplowing.

**Motion by Lippo to approve the Water/Sewer/Maintenance Manager's Report. Seconded by Lally. Motion carried unanimously.**

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

John Mattonen assisted with general questions throughout the month and also assisted the Fire and Ambulance Department with some budgetary costs requested by Mike Peterson.

### 6. LIQUOR STORE

#### A. Manager's Report

- a. Canyon Creek was a success. It paid to have them 2 nights.
- b. Looking at Karoke in January.
- c. Manager asked where we are at with a pay increase for bartenders.

- d. Krysta Koneskia has been hired as bartender and is picking up shifts as needed.
- e. Manager asked if the liquor store would be closed on New Year's Day.
- f. We are still in need of a custodian for Monday, Thursday, Friday, and Saturdays.
- g. Manager asked if the council has come up with a liquor store budget.
- h. Katie Juntunen's probation period will be done on January 14, 2016. Raenese recommended hiring her.

The council decided the liquor store would be closed on New Year's Day as it has been in previous years but the liquor store committee will do inventory on that day.

**Motion by Borglund to hire Katie Juntunen. Seconded by Lally. Yeas: Lund, Borglund, Lipp, and Lally. Nays: Peters. Motion carried.**

A budget will be looked at in February.

Step increases will be looked at in March.

## **7. PARKS AND RECREATION/PAVILION**

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

A. The Clinic Rental Contract was discussed. The Clerk was asked to obtain the final signed contract between the city and Dr. Bode. An 8-year contract had been drawn up with 5 years remaining yet.

B. Mayor Lund explained that money between funds needs to be transferred before the end of the year so no fund is in the negative.

Mayor Lund recommended transferring \$30,000 from the Liquor Store Fund to the General Account; \$13,000 from the Sewer Account to the Water Fund; and \$75,000 from the Sewer Fund to the General Account.

We will be receiving \$9925 from a grant for the water fund. This will be put back into the Sewer Fund.

**Motion by Lally to approve transferring \$30,000 from the Liquor Store Fund to the General Fund. Seconded by Peters. Motion carried unanimously.**

**Motion by Lally to approve transferring \$13,000 from the Sewer Fund to the Water Fund. Seconded by Peters. Motion carried unanimously.**

**Motion by Borglund to approve transferring \$75,000 from the Sewer Fund to the General Fund. Seconded by Lally. Motion carried unanimously.**

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

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

a. The clerk requested time off: Feb 22-March 10.

**Motion by Lally to approve clerk's time off Feb 22-March 10. Seconded by Lippo. Motion carried unanimously.**

b. Brad Koivisto removed the semi trailer.

c. A.M. Mechanical said they would be in this week to pay and pick up the metal brake.

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

Phil Lippo -

Ray Lally -

Warren Peters -

Tom Borglund - "Merry Christmas"

**12. Mayor's Notes**

Need to set the next City Council Meeting date: Borglund suggested January 20, 2016.

**Motion by Borglund to set the next meeting date to January 20, 2016 at 7 pm. Seconded by Lippo.  
Motion carried unanimously**

**Motion by Lippo to adjourn the meeting at 8:39 pm. Seconded by Lally. Motion carried unanimously.**

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Mayor Lisa Lund

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