

City of Cromwell, Carlton County, MN
Regular Council Meeting Minutes
January 21, 2015 - 7:00pm

A regular meeting of the City Council of the City of Cromwell was held on January 21, 2015 at 7:00 pm at the Cromwell Park Pavilion.

The meeting was called to order at 7:00 pm by City Clerk/Treasurer, LuAnn Freiermuth.

OATH OF OFFICE

Attorney Frank Yetka administered the Oath of Office to Lisa Lund as Mayor and Philip Lippo as council member.

Roll Call

Present: Mayor: Lisa Lund
Council Members: Warren Peters, Tom Borglund, Philip Lippo

Absent: Ray Lally

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

Others: John Mattonen-JPJ Engineering, Arnold Collman, Dianne Knobon, Leslie Wilson, Bill Zelazny, Rodney Lund, Russel Lund, Jennifer Drift, Valerie Fox

1. ADDITIONS OR CHANGES TO AGENDA

Add Arnold Collman to General City/Housing/Highway, letter G.

Add Arnold Collman to Fire Department/Ambulance, letter B.

Motion by Peters to approve the Agenda with noted additions. Seconded by Borglund.

Motion carried unanimously.

2. PUBLIC INQUIRIES/INFORMATIONAL

3. OLD BUSINESS

NEW BUSINESS

- A. Leslie Wilson requested the council to waive the pavilion rental charge for a benefit for medical expenses for David Jokimaki (spouse to employee, Raenese Jokimaki) on April 25, 2015. She is planning a spaghetti dinner and silent auction. Council agreed. No motion necessary.
- B. Bill Zelazny requested backing from the city to request from the Burlington Northern Santa Fe Railroad to not blow the train whistle at the pavilion crossing between the hours of 10 pm - 6 am. Bill and the city clerk will inquire about the laws and regulations.
Motion by Lippo to approve writing a letter to BNSF Railroad to inquire about laws and regulations. Seconded by Borglund. Motion carried unanimously.
- C. Floodwood Services & Training wrote a letter to the city inquiring about parking their bus somewhere in Cromwell. The driver comes from Moose Lake, could pick up the bus in Cromwell, and pick up our adults in the Cromwell area for transport to Floodwood Services (Adult DayCare and vocational training/work experience program.) The driver would be an

employee at the Floodwood Services for the day and then transport the adults back to Cromwell and park the bus here. There are several outside parking options available in Cromwell. The clerk will notify them of these options.

- D. Dianne Knoblen from the Tri-Community Food Shelf explained the need for non-perishable food items and volunteer workers at the food shelf. From March 1 – April 10 she is conducting a Mayor's Challenge. She is asking the 3 new mayors in the area, Cromwell, Wright, and Tamarack to compete to see which city can gather the most jams, jellies, or peanut butter for the food shelf.

4. CONSENT AGENDA

- A. Approval of prior meeting minutes.
- B. Pavilion calendar
- C. General Ledger for December (listing receipts and disbursements)
- D. Claims list for approval
- E. Liquor Store monthly sales total report
- F. Pull tab totals: November \$973.60
- G. Treasurer's Monthly Report

Motion by Borglund, seconded by Lippo to approve the consent agenda. Motion carried unanimously.

5. WATER/SEWER/MAINTENANCE

A. Maintenance Report

a. The director of the U.S. Geological Survey's office in St. Paul is asking permission to conduct a 2-year groundwater study. The goal is to better understand how clay confining units protect aquifers from contamination. They would install 2 monitoring wells to observe the draw-down associated with our city wells. There would be no financial obligation from the city. The wells would either be sealed and abandoned and the area restored at the end of the study or the city could use them.

Motion by Peters to approve USGS to conduct a 2-year groundwater study. Seconded by Borglund. Motion carried unanimously.

b. Discussion on the need for a new mower in the near future. Quotes were obtained for a 0-Turn mower from Moose Lake Implement & Sport. Tom will do a comparison on each of these models and make a request at next month's meeting.

c. Tom explained the need for long-range budgeting for several items the city should think about in the future: The need for a water tower mixer, wireless radio frequency controls between the tower and the city wells, a skidster with attachments, and a dump trailer.

d. The city has a buyer for the old kitchen range from the city rental unit. Council agreed to sell it for \$50.

e. Maintenance issues have included: cleaning the renter's dryer vent, cleaning the ice machine at the liquor store, replacing chlorine hoses at the wellhouse, and repairing the furnace fans at the pavilion.

f. Tom asked approval to give the old XP computer to the quilter's club. Peters explained that this piece of equipment is outdated and has no value. Peters will delete any city information on it. The council agreed to give it to the quilter's club.

g. Lake Country Power has been notified to repair the street light across from the east entrance to the school on Hwy 73.

h. Discussion on the water tower light. The light and the wiring was struck by lightning and no longer works. Tom has inquired about it. Our water tower is not high enough to warrant a light by the state. When we request grant money for the wireless controls we will ask for wiring for the light.

Project Status Report from John Mattonen.

- a. Discussion on the lot size requirements and set-backs for splitting parcels within city limits.
- b. Recently there was a question about the 2 water meters at the school. John explained how they work together for a low-flow volume and a high-flow volume.

6. LIQUOR STORE

A. Manager's Report

- a. The liquor store will be conducting a Coors Light Challenge 2015 for the NASCAR 2015 season. A \$15 entry fee will be paid directly to Coors Light Challenge. There will be cash prizes given away for picking the winners of the NASCAR races. There will also be "Yellow Flag" discounts. Coors Light will award 1 person throughout the distributorship to a trip to Las Vegas.
- b. There will also be a "Kill the KEG" promotion. Whoever receives the last beer out of the keg will receive a free t-shirt or hat from Coors Light.
- c. MMBA Boot Camp from Feb 16 – 18 at Breezy Point Resort. The manager is requesting approval for Raenese and Megan to attend.

Motion by Peters to approve Raenese and Megan to attend the MMBA Boot Camp on Feb 16 – 18 at Breezy Point Resort. Seconded by Borglund. Motion carried unanimously.

- d. The beer cooler needs cleaning and disinfecting. The proposal of \$2400.00 from Grivette Environmental Management was discussed. The bar will need to be closed for 2 days during this time.

Motion by Peters to approve disinfecting and cleaning the cooler at \$2400.00. Seconded by Borglund. Motion carried unanimously.

- e. Courtney Kruse turned in her resignation effective January 17.

Motion by Borglund to approve the resignation of Courtney Kruse. Seconded by Lund. Motion carried unanimously.

- f. Paul Miller is no longer employed at the liquor store. We will hold off hiring anyone until it gets busier. Cleaning will be done by the bartenders, the manager, and the current custodian until business picks up.
- g. The large cooler that is not being used will be removed to make space for business.
- h. Requested a pay raise for the custodians. Discussion on the current wage rate, the number of hours per shift, and the cost of driving to work. It was recommended to raise the rate to \$10 per hour.

Motion by Lippo to raise the custodian rate to \$10 per hour. Seconded by Peters. Motion carried unanimously.

- i. An employee meeting was held on January 18th. Discussion on keeping the bar clean, helping to cover cleaning while Raenese is gone, and upcoming events and bands.
- j. February 20 – Bar Stool Revelers (a 2-piece band). 7-11 pm
- k. Other bands are being booked for summer events.
- l. Peters reported that the new POS system will be ready by March 1. This will include new credit card processing and gift cards.

7. PARKS AND RECREATION/PAVILION

A. Attorney Frank Yetka presented the Recreational Vehicle Ordinance as per State Statute 84.92 to 84.915 at the request of former Mayor Clark. Discussion on the state regulations, which vehicles this pertains to, and current use of roads and trails. Attorney Yetka explained that the new ordinance includes a permit requirement and if the city approves the ordinance we would be required to enforce it. Mayor Lund suggested we leave our current ordinance in place that does not require a permit. Council agreed. The new ordinance was tabled and can be revisited later if issues arise.

8. GENERAL CITY/HOUSING/HIGHWAY

A. The pavilion annual rental contract was reviewed. There are currently 6 local clubs that have annual contracts. No new requests have been submitted.

Motion by Peters to approve the annual rental contract with these clubs. Seconded by Borglund. Motion carried unanimously.

The rental fee schedule was discussed. Changes to the classifications and rental fees were suggested.

Class 1: Meeting and small events: \$25 rental, \$50 deposit.

Class 2: Selling Events: \$100 rental, \$100 deposit

Class 3: Large Events: \$150 rental, \$300 deposit

Class 4: Benefits: \$75 rental, \$100 deposit

Motion by Borglund to accept the new classifications and rental fee schedule. Seconded by Lippo. Motion carried unanimously.

B. Discussion and changes on Annual Appointments.

Weed Inspector: Lisa Lund

Civil Defense: Lisa Lund, Phil Lippo, and LuAnn Freiermuth

Register Control: LuAnn Freiermuth, Tom Borglund, and Warren Peters.

IT Manager: Warren Peters

All other annual appointments remain the same.

Motion by Peters to approve the Annual Appointments with noted changes. Seconded by Lippo. Motion carried unanimously.

C. Annual review of council wages.

Motion by Peters to approve current wage rate for the council. Seconded by Borglund. Motion carried unanimously.

D Review City Fee Schedule

Motion by Peters to approve the City Fee Schedule with noted changes to the pavilion classifications and rental rates. Seconded by Borglund. Motion carried unanimously.

E. Review Employee Insurance Rates

The clerk was asked to compile information on the insurance tiers and rates so the council can make a recommendation.

F. Set Monthly Meeting Dates

Motion by Lippo to conduct the City Council Meetings on the 3rd Wednesday of the month for the year 2015. Seconded by Peters. Motion carried unanimously.

- G. Arnold Collman expressed his concerns with the fire/ambulance department. Discussion on the obstacles preventing an appropriate response time and the need for additional volunteers.

Mr. Collman also expressed his concern for the lack of lighting at the intersection of Hwy 210 and Middle Road. Tom Johnson informed us that there is a street light pole and transformer in that area and that there was a light there before budget cuts. The council agreed to install a street light at that location.

9. FIRE DEPARTMENT/AMBULANCE

- A. Discussion on the need for an alternate city council member to be on the board for the Joint Powers Board. Philip Lippo offered to be an alternate for the city of Cromwell.

10. Clerk/Treasurer

- A. Discussion on requests for donations. None made at this time.

11. TRUSTEE'S NOTES

Warren Peters - Discussion on the Joint Powers per diem.

Tom Borglund – He agreed for the need for a skidster and that we should consider that.

Philip Lippo- Discussion on taking down the mud-bog fence.

12. Mayor's Notes

- A. Discussion as to when the locks on the city office building were last changed.

ADJOURN

Motion made by Lippo, seconded by Borglund to adjourn the meeting at 9:27 pm. Motion carried unanimously.

Mayor Lisa Lund

ATTEST:

LuAnn Freiermuth, City Clerk-Treasurer