

City of Cromwell, Carlton County, MN
Regular Council Meeting Minutes
January 20, 2016 - 7:00pm

A regular meeting of the City Council of the City of Cromwell was held on January 20, 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: Ray Lally, Phil Lippo, Tom Borglund

Absent: Warren Peters (excused)

Employees: LuAnn Freiermuth (City Clerk-Treasurer), Tom Johnson (Maintenance), Raenese Jokimaki (Liquor Store Manager)

1. ADDITIONS OR CHANGES TO AGENDA

Motion by Borglund to approve the Agenda. Seconded by Lally. Motion carried unanimously.

2. PUBLIC INQUIRIES/INFORMATIONAL

3. OLD BUSINESS

NEW BUSINESS

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
- G. Treasurer's Monthly Report

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

5. WATER/SEWER/MAINTENANCE

A. Maintenance Report

- a. Annual Biosolids Report is done and has been received by the MPCA.
- b. Hazardous Chemical Inventory Annual Tier II Report is done and has been received by Homeland Security.
- c. DNR Water Usage Annual Report is done and has been received by the DNR.
- d. Tony Hanni submitted a quote for the ladies washroom pipes at the pavilion.

Motion by Borglund to accept the quote of \$244.20 from Hanni Plumbing for re-routing the pipes in the ladies restroom at the pavilion. Seconded by Lippo. Motion carried unanimously.

- e. Waiting for a quote from Ross Arnold for sheetrock repair in the rental apartment.
- f. Waiting for a quote from Nick Hooper for taking down the chimney on City Hall.
- g. Tom has been busy keeping the water tower from freezing. All good so far.
- h. A.M.Mechanical has paid for the metal brake. They will pick it up tomorrow.

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

B. Project Status Report from JPJ Engineering

John Mattonen assisted with general questions throughout the month.

6. LIQUOR STORE

A. Manager's Report

- a. February 5 – Karoke from 8:30 pm to midnight.
- b. February 20 – Stranded
- c. The auditor was here. Submitted reports to her.
- d. Mike Gilbertson, our IT person, was called in because we could not get the computer system running. The system is very outdated and we will need a new one soon. Raenese is looking into that.
- e. Sunday, Jan 31, at 11 am there will be an employee meeting. Tom and Lisa are encouraged to attend.
- f. Raenese asked for approval for herself and one other bartender to attend the Annual MMB Conference in Alexandria on April 17-19.

Motion by Borglund to approve sending two employees to the MMB Conference.

Seconded by Lally. Motion carried unanimously.

Motion by Borglund to approve the Liquor Store Manager's Report. Seconded by Lippo.

Motion carried unanimously.

7. PARKS AND RECREATION/PAVILION

8. GENERAL CITY/HOUSING/HIGHWAY

A. Approve renewal of annual pavilion contracts at no charge for Family Pride 4-H, YOT, Cardinal Quilters, Evergreen ATV Club, Big Sandy Watershed and Riverside Drifters Saddle Club. Approve an annual contract for the Cromwell Area Community Club for meetings pertaining to the Harvest Fest.

Motion by Lally to approve renewing these contracts and adding the CACC for Harvest Fest Meetings only. Seconded by Lippo. Motion carried unanimously.

B. Approve Annual Appointments.

Changes made:

Register Control – Remove Warren Peters, Add Lisa Lund

Depository – Change Lakes State Federal Credit Union to Lakes State Federal Credit Union/Members Cooperative Credit Union

IT Manager – Remove Warren Peters, Add Tom Borglund

Motion by Borglund to approve the Annual Appointments with the noted changes. Seconded by Lally. Motion carried unanimously.

C. Annual review of council wages. No changes suggested.

Motion by Borglund to leave the wages as written in Ordinance 3.1.16. Seconded by Lippo. Motion carried unanimously.

D. Review of fee schedule.

Changes suggested for the pavilion classifications and rental amounts.

Class 1 – Meetings/Small Events- \$50- Small group meetings, anniversaries, graduations, reunions, showers, 50 people or less & less than 4 hours. \$75.00 deposit.

Class 3 – Large Events – change the deposit from \$300 to \$150.

Motion by Lippo to make these changes. Seconded by Borglund. Motion carried unanimously.

E. Approve monthly meeting dates.

Motion by Lally to conduct the City Council Meetings on the 3rd Wednesday of the month for the year 2016. Seconded by Borglund. Motion carried unanimously.

F. Minimum wage increases on August 1, 2016. Wages and the Step Structure will be reviewed at next month's meeting.

G. Water and Sewer rates need to be reviewed. Clerk suggested to call Terri Osterman from MN Rural Water to set up an appointment for her to come to the city office to meet with the mayor and council members. Lally suggested consulting with our city engineer, John Mattonen, for suggestions first. Clerk will gather information and contact John Mattonen.

9. FIRE DEPARTMENT/AMBULANCE

10. Clerk/Treasurer

a. The annual audit has begun. The auditor was here yesterday to pick up information and reports.

11. TRUSTEE'S NOTES

Phil Lippo -

Ray Lally –

Tom Borglund –

12. Mayor's Notes

Motion by Lippo to adjourn the meeting at 7:46 pm. Seconded by Lally. Motion carried unanimously.

Mayor Lisa Lund

ATTEST: _____
LuAnn Freiermuth, City Clerk-Treasurer