

**Approved Meeting Minutes
City of Cromwell
Carlton County, Minnesota
Regular Council Meeting
March 23 2010
7:00 p.m.**

A regular meeting of the City Council of the City of Cromwell was held on Wednesday, March 23, 2011 at 7:00 p.m. at the Cromwell Park Pavilion.

Present: Mayor Clark, Council Members: Ray Lally, Lisa Lund, Jerry Graham

Excused: Nancy Graham

Others present: Paul Lampi, Liquor Store Manager; John Mattonen, RLK Engineering; Pat Oman, Carlton County Economic Development; Charles M. Peterson, Cromwell Fire and Ambulance.

The meeting was called to order by Mayor Clark at 7pm.

Additions to agenda:

- Pat Oman to talk about Carlton County programs to help the cities in the county.
- Paul Lampi's scheduled raise will be discussed under liquor store business
- Liquor license training for city clerks to be discussed under clerks notes.
- Motion to approve additions to agenda by Ray Lally and seconded by Jerry Graham. Motion carried unanimously.

Minutes: Motion to accept February minutes by Ray Lally and seconded by Jerry Graham.. Motion carried unanimously.

PUBLIC AGENDA:

- Pat Oman discussed many programs the Carlton County offers to help small communities, businesses and individuals throughout the county including economic assistance, loan programs, grant writing, improvement and infrastructure grants and loans, tourism assistance and grant programs, and more.
- The city and the Fire department discussed some goals for future growth and improvements including purchase of vehicles for fire and rescue, building expansion, ambulance on-call program, safety signage, and school zone creation.

LIQUOR STORE:

- Paul Lampi reported for the liquor store. Paul asked for clarification on an advertising

budget. There was discussion on the matter and it was decided that Paul would use his best judgment for advertising and run his ideas past the Mayor. The council will review on a monthly basis with the claims and become more involved if needed.

- There was discussion on the rust on the barstools and general cleanliness of the liquor store, including dusting the shelves and bottles. Paul said he is working on an accountability checklist for the bartenders regarding duties and expectations. Scott mentioned that he is looking into the warranty on the barstools for the rusted footrests.
- Paul and Mayor Clark attended a “boot camp” for municipal liquor stores. The biggest change from the meetings is we will be removing sales tax from the posted pricing and add it in separately at the point of sale. This will show the customer that our pricing is similar to other stores in the area who have the same policy.
- Paul is working on getting a glass counter for the off-sale area so customers can see the lower shelf items better.
- Paul has a new wine distributor he wants to try out and asked the council's permission to apply for the account with them.
- Entertainment at the liquor store coming up is Double Dose on 3/26, Dennis Cielich 4/2 for the alumni tourney, and 2 Dug Nite on 4/9. Paul is looking into another nite later in the month.
- There was a request for the bar to have a band on July 2nd during the all school reunion. Paul said it was not a good time to have a band at the bar because they would take up too much space during a very busy day. Jerry Graham said the Harvest Fest committee may be willing to put on a dance at the pavilion.
- Carol Anderson's resignation was reviewed by the council. Paul mentioned that he was looking for a cleaner and a bartender. The council agreed that he could hire someone prior to the next meeting and the council would approve or disapprove at the next meeting.
- There was discussion on liquor store policy handout. Changes in wording were discussed regarding dress code, cash control and closing. Bar will remain open until the scheduled closing time whether or not customers are present unless there is a safety concern such as severe weather. Bartenders are allowed to wear shorts and are not allowed to wear open-toed shoes.
- There was discussion on a new POS system and a video system for the liquor store.
- Motion by Jerry Graham and seconded by Ray Lally to approve purchase of new POS system. Motion carried unanimously.
- Motion by Ray Lally and seconded by Lisa Lund to purchase a video system for liquor store and have it installed with the assistance of Warren Peters. Motion carried unanimously.
- Motion by Ray Lally and seconded by Lisa Lund to approve Paul Lampi's raise from \$13.75 to \$14.80 per hour in accordance with our pay equity step structure. Motion

carried unanimously.

WATER, SEWER MAINTENANCE:

- There was discussion on a new requirement for a subsurface permit for the city storm water runoff.
- Motion by Ray Lally and seconded by Lisa Lund to purchase a pallet of pothole patch and have it delivered at a cost of \$656.89. Motion carried unanimously.
- John Mattonen went over the project status report. Items discussed were: Water looping project, western sewer line replacement, school speed zone, welcome to Cromwell entrance signs, possible grant funding for other projects.
- There was discussion on water leak in hydrant near city hall.
- Motion by Ray Lally and seconded by Lisa Lund to purchase a pallet of pothole patch and have it delivered from Menards. Motion carried unanimously.
- There was discussion on whether employees can use the pavilion for free. The council decided to have everyone pay for the use, whether employee or not.
- There was discussion on some projects for the 4H kids to do for community service hours. Jerry Graham asked if they would like to serve ice cream at the Harvest Festival and steak fries.
- Jerry Graham asked if we could get some estimates on lawn mowing or possibly buy a wider lawn mower to save money on mowing.

PARKS AND REC/PAVILION:

- Jerry Graham brought in the numbers for the 2010 Harvest Festival. The Festival made a profit of \$3,955.93 including the two steak fries. Current account balance is \$5,332.92.
- There was discussion on some projects for the 4H kids to do for community service hours. Jerry Graham asked if they would like to serve ice cream at the Harvest Festival and steak fries.
- Pavilion calendar for March-May was reviewed by the council.

GENERAL CITY/HOUSING/HIGHWAY:

- A donation to the Tri-Community Food Shelf for their March food drive was discussed.
- Motion by Ray Lally and seconded by Jerry Graham to donate \$100 to the Tri Community Food Shelf. Motion carried unanimously.
- Discussion on the city seeking a grant for putting up fire number/address signs on all property within city limits.

Fire Department:

- There was discussion on some of the needs of the fire department and future plans with assistant fire chief and training officer Mike Peterson.

Councilor requests:

Nancy: none.

Lisa: Lisa asked about Bethany Lutheran Church paying for water when it is not available to them. Scott said he would check into it. Lisa asked about a request for the saddle club to use the warming shack to serve food during their events. The council thought it was a good idea and we should clean out the building so it would be usable.

Ray: none.

Jerry: none.

CLERK'S NOTES:

- RFP's for city Auditor were opened and discussed.
 1. Eikill & Schilling \$8,750
 2. Hugh Heinecke \$7,700
 3. ABDO,Eick,Meyers \$10,973
 4. Bonniwell \$9,600
- Motion by Jerry Graham and seconded by Ray Lally to use Hugh Heinecke for city audit. Motion carried unanimously.
- Debt payment schedule for 2011 was reviewed by the council.
- Scott asked for permission to attend a Liquor license training put on by the state of Minnesota in Grand Rapids on April 28th.
- Motion by Ray Lally and seconded by Jerry Graham for Scott to attend the training.
- Receipts for February 2011 totaled \$44,871.98.
- Disbursements for February 2011 totaled \$53,906.34
- Motion by Ray Lally and seconded by Jerry Graham to approve claims totaling \$25,232.83 for payment. Motion carried unanimously.

MAYOR'S NOTES:

- Sam said we should get rid of the pop machine in the pavilion as it has not worked right for a long time. Council agreed. It will be put it on Craig's List to see if we can sell it.
- Sam asked if Scott get any response from other cities regarding being our backup W&S licensed person. Scott mention he received 1 negative response and no others.
- Sam mentioned we were having problems with the city cell phone bill due to issues with the plan and overages. The phone was cancelled due to the issues and there was discussion on whether or not to get a new plan. Scott said we should offer the \$30.00 that we would pay for the phone to Tom for his personal bill so the city doesn't have to pay for a separate plan. The council agreed.

ADJOURN: Motion to adjourn by Ray Lally and seconded by Jerry Graham. Meeting

adjourned.

Respectfully submitted,
Scott A Warner, City Clerk/Treasurer