

**City of Cromwell, Carlton County, MN**  
**Regular Council Meeting Minutes**  
**June 17, 2015 - 7:00pm**

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A regular meeting of the City Council of the City of Cromwell was held on June 17, 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: Tom Borglund, Ray Lally, Philip Lippo, Warren Peters

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

Other: Tracey Goranson, Kathy Jerikovsky, Rodney Lund, Mike Gilbertson, Crysteel Philipp (City Auditor), Frank Yetka (City Attorney)

**1. ADDITIONS OR CHANGES TO AGENDA**

Add Tracey Goranson under Old Business for an update on the CACC flower project.

**2. PUBLIC INQUIRIES/INFORMATIONAL**

**3. OLD BUSINESS**

The city needs to approve the playground quote of \$119,882.00 before Jen can order the supplies as this will be run through the city account being that it will be built on city property.

**Motion by Lally to approve the Flagship Recreation quote. Seconded by Lippo. Motion carried unanimously.**

A quote of \$1294 per year for insurance on the playground was received.

**Motion by Lally to pay the yearly insurance on the playground that will be built on city property. Seconded by Lippo. Motion carried unanimously.**

Sealed bids for the semi-trailer – One bid was submitted by Brad Koivisto for \$1352.00.

**Motion by Lally to accept the bid of \$1352.00 by Brad Koivisto for the semi-trailer. Seconded by Lippo. Motion carried unanimously.**

Kathy Jerikovsky submitted a letter requesting an animal permit to allow her to have a sheep, a horse, and a pony on her property within city limits. She explained how she intends to keep the animals fenced in on her property. The current ordinance was discussed. Attorney Yetka suggested we update the city ordinance.

**Motion by Lally to approve an animal permit for Kathy Jerikovsky for a sheep, a horse, and a pony until revoked by the city council. Seconded by Peters. Motion carried unanimously.**

Tracey Goranson gave an update on the flower and city park projects. She inquired about another donation from the 10% charitable fund.

**Motion by Lally to donate \$300 from the 10% charitable fund for additional flower pots to be placed around the city. Seconded by Peters. Motion carried unanimously.**

## **NEW BUSINESS**

### **4. CONSENT AGENDA**

- A. Approval of prior meeting minutes.
- B. Pavilion calendar
- C. General Ledger for May (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 Borglund. Motion carried unanimously.**

**City Auditor, Crysteel Philipp, presented the 2014 Financial Audit. Recommendations that she made included: payroll expenses be split according to funds rather than the general fund, since we are a small city with a limited number of staff she encouraged us to continue to follow our policies and procedures, and to establish a policy for delinquent water and sewer customers.**

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

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

- a. There is an electrical short in the Crow's Nest at the arena. The Riverside Drifter's Saddle Club would be willing to pay half of the expense of an electrician if the city would pay the other half. Tom was requested to get quotes for the wiring.
- b. The driveway belonging to Foley's on the south alley is very narrow. They inquired who was responsible to purchase and install a longer culvert to widen the driveway. It is the homeowner's responsibility.
- c. Tom recommended taking down the spectator's fence at the mud bog since it is no longer being used.
- d. Repairs are needed for the 3<sup>rd</sup> lawnmower estimated at \$500 by Moose Lake Implement. The value of the lawnmower would be \$1500 if repaired. Tom was asked to check on other quotes.
- e. The "No Trucks" sign seems to be directing the trucks away from the corner on the south alley so Tom suggested just leaving it where it is.
- f. There are large potholes on Lake Street, by the clinic, and in front of the pavilion. Tom suggested saving up for road repairs as these need to be addressed in the future. MnDOT should be contacted for the clinic corner.
- g. Worked on the Speed Zone signs. New batteries were purchased. They both worked for a couple of weeks and then quit again. The solar panels are working correctly. The regulators are possibly damaged. Tom ordered one to be installed on the sign on the east end of town and if this solves the problem he will order a regulator for the sign on the west end of town.
- h. The red light is on at the sewer mound by Lippo Lane. One pump is not working. Tom has arranged for Kent's to come to repair it.

i. We have received quotes for the city hall roof and windows. Hagen's Glass quoted \$1244.44 to repair two windows and caulk a third window.

**Motion by Peters to accept the quote from Hagen's Glass for the windows. Seconded by Lally. Motion carried unanimously.**

Beaver Roofing quoted \$2615.00 to repair the roof, and Perrault Construction quoted \$34,120.00 to replace the whole roof.

**Motion by Borglund to accept the quote from Beaver Roofing for repair on the roof. Seconded by Lally. Motion carried unanimously.**

j. Started installing the fence for the liquor store patio.

k. We received 5 applicants for summer help. Mayor Lund instructed Tom and LuAnn to conduct interviews. The successful applicant may be hired and then approved at the July city council meeting.

**B.** Water and Sewer Rates were discussed. Mayor Lund received rates from the city of Floodwood. Decision to change the water and sewer rate was tabled until the January 2016 annual city council meeting.

**C.** Mike Parker and Cindy Placheki were present to explain necessary repairs needed in the city rental apartment. It was decided that the roof is priority.

**D. Project Status Report from John Mattonen.**

Assisted city staff with various questions throughout the month. Tom asked John about requirements for trenching water and sewer lines.

**E.** The water line situation at Michelle Berg's business was discussed again. It was reiterated once again that it is the owner's responsibility for damages after the meter. The city already repaired damages from the curb stop to the meter.

## **6. LIQUOR STORE**

### **A. Manager's Report**

a. Custodians, Josh and Cheryl, have completed their probationary period. Bartender, Kelly Jo, has completed her probationary period. Custodians start at the Starting Wage whereas bartenders start at a probationary wage until probation is complete and then get approved for their Starting Wage.

**Motion by Borglund to approve employment for all three and to approve the step increase for Kelly Jo. Seconded by Lally. Motion carried unanimously.**

b. Looking for a new security system. Raenese will have more details for the July city council meeting.

c. The new computer software does not seem to be compatible for our On Sale/Off Sale Municipal Liquor Store. Many obstacles have arisen. Mike Gilbertson was present to explain some of the difficulties. Discussion followed. Mayor Lund suggested that we go back to the old system which was agreeable with Raenese. Raenese and Mike will look into other software programs. Mayor Lund asked Peters if he had a reimbursement check for the city. He is still waiting for his reimbursement from Pulse Systems but said payment would be made by next month. Mayor Lund asked Peters about the two 1-year support plans included on the invoice for the PointOS system. He said it is sold that way.

d. Inventory is scheduled for Sunday at 8 am.

e. 2<sup>nd</sup> Annual Bean Bag Tournament – June 27.

f. July – Golf Tournament

g. Sept – Harvest Fest

**7. PARKS AND RECREATION/PAVILION**

A. Discussion on city employee’s involvement during work hours with the Harvest Fest. Tom said he would make up a list of things that he has done in the past that Harvest Fest volunteers could take over and a list of things he would have to do to help them prepare. Anything additional would be billed to the Harvest Fest since they are a separate entity from the city.

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

**9. FIRE DEPARTMENT/AMBULANCE**

A. Attorney Frank Yetka was present at the meeting. He will have documents written up for the July Joint Powers District start-up meeting.

**10. Clerk/Treasurer**

- A. Overnight camping fees were added to the Fee Schedule.
- B. Stipulations for free use of the pavilion were reviewed.  
If the city custodian has to do further cleaning after any event the organization will be billed.
- C. A resident on South Point Road has put up a yard/street light. They paid for the installation and asked if the city would take over the monthly electric charge. It was declined.

**11. TRUSTEE’S NOTES**

- Philip Lippo -
- Ray Lally –
- Warren Peters – Explained that he has a copy of the original license for E-Z Power and will give that to the clerk. He also explained that the PointOS would work.
- Tom Borglund -

**12. Mayor’s Notes**

- A. Reviewed the delinquent water and sewer customer list. If payment is not made by Friday the water is to be shut off.
- B. Tom Johnson’s annual review postponed until the July meeting.

**ADJOURN**

**Motion made by Lippo, seconded by Borglund, to adjourn the meeting at 9:52 pm. Motion carried unanimously.**

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Mayor Lisa Lund

ATTEST:

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LuAnn Freiermuth, City Clerk-Treasurer