

**Approved Meeting Minutes
City of Cromwell, Carlton County, MN
Regular Council Meeting
December 26, 2012 7:00pm**

A regular meeting of the City Council of the City of Cromwell was held on December 26, 2012 at 7:00 pm at the Cromwell Park Pavilion.

The meeting was called to order at 7:00 pm by Mayor Clark.

Present: Mayor: Samuel A Clark
Council Members: Warren Peters, Lisa Lund, Ray Lally

Absent: Tom Borglund

Others Present: Paul Lampi, Liquor Store Manager ; John Mattonen, JPJ Engineering ; Steve Bridge
Pat Oman, Carlton County EDA ; Gary Peterson, County Commissioner elect

1. ADDITIONS OR CHANGES TO AGENDA

- A. 5b- Outstanding water/sewer bill from grocery in town

2. PUBLIC INQUIRIES / INFORMATIONAL

3. OLD BUSINESS

- A. Replacement of side door at bar
-Warren stated it sounds like Superior Glass will accept our proposal as discussed at Nov. meeting.
- B. LMC meeting agenda and cost
-Reviewed total cost to attend as well as topics covered on agenda and information available on LMC's website. Lisa would like to attend and will be the only one to attend.

NEW BUSINESS

4. CONSENT AGENDA

- A. Approval of prior regular and special meeting minutes
- B. Pavilion calendar
- C. Receipts list for prior month
- D. Disbursements list for prior month
- E. Claims list (accounts payable) for approval

Motion was made by Warren Peters, seconded by Ray Lally to approve the above consent agenda items as submitted. Motion carried unanimously.

5. WATER / SEWER / MAINTENANCE

- A. Project Status Report- JPJ Engineering was reviewed and discussed.
-MnDOT will be contacting Sam to set up meeting regarding Hwy. 210 project
- B. Outstanding water/sewer bill from grocery in town
-Bill was not paid at time of sale. Issue discussed and a bill will be sent to the bank who owned it at the time of sale.
- C. Butch Clark sewer gas issue discussed. John Mattonen will look into this.

6. LIQUOR STORE

- A. Prior month sales total: November \$52,599.28
- B. Pull tab totals: October \$850.40
- C. December Entertainment:
 - Saturday Jan. 5th: Ben's Karaoke- \$250.00
 - Saturday Jan. 19th: Undecided at this time

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- D. Discussion on current promos (Dash for Cash and Tuesday Night Giveaway).
- E. Snowmobile run on January 12th- expecting 80 machines.
- F. Discussion on hiring of new bartender Sharlena Ranta and her progress.
- G. New jukebox and speakers have been installed by Hazelwood at their expense.
-One free jukebox night has been had but due to snowstorm it was not busy. Will try again in January.
- H. Food Safe Certification classes discussed. Paul will attend some time this winter.

7. PARKS AND RECREATION / PAVILION

- A. Pavilion pricing and use discussed
 - Discussion on current class/fee schedule. A lot of requests come in for benefits. Groups using the building for free need to be held accountable for cleaning.
 - Add a Benefit class (class 6)- Rental \$75, Deposit \$100
 - Class 1 rental fee of \$25 for small group meetings was discussed but will not be raised at this time.
 - Discussion on having the Cromwell Municipal be the exclusive alcohol provider at Pavilion events to generate more revenue.
 - Class 5: Change Rental to \$300 and alcohol must be purchased at the Municipal

Motion by Sam Clark, seconded by Warren Peters to add Class 6 Benefit with rental of \$75, deposit of \$100 and change Class 5 rental to \$300 with requirement to purchase alcohol through the Cromwell Municipal. Motion carried unanimously.

- B. Yoga classes offered by Ann Markusen. Ann's request letter was reviewed by the Council. Ann has suggested a minimal use per person (\$5.00) to help cover costs to use the Pavilion.

Motion by Ray Lally, seconded by Warren Peters to allow Ann Markusen to use the Pavilion for yoga classes once per week as outlined in her request letter for no charge during the month of January 2013, with the expectation that she will charge a small fee (\$5.00) per person in the future to go towards the costs to use the Pavilion. Motion carried unanimously.

8. GENERAL CITY / HOUSING / HIGHWAY

- A. Economic Development: review and approval of loan guidelines and application
 - The City currently has a revolving loan fund of \$25,000 available to create a loan program that would be available for use for businesses within the city limits of Cromwell.
 - CCEDA would manage the loans (paperwork, applications, etc)
 - Applicant must meet at least one of the three criteria as detailed in the loan guidelines.

Motion by Ray Lally, seconded by Warren Peters to approve the City of Cromwell loan guidelines and application as presented by Pat Oman of the Carlton County EDA. Motion carried unanimously.

- B. Review loan pre-application from Country Inn.
 - Review of and discussion on the project and the loan application as submitted. Total project cost is \$37,000 and the loan amount requested from the City is \$25,000 with the balance coming from the Northeast Entrepreneur Fund. The City can choose to loan any amount. Pat Oman stated that the pre-application meets the requirements to move ahead to a full application.

Motion by Warren Peters, seconded by Lisa Lund to approve the pre-application from the Country Inn for a total loan amount from Cromwell of \$12,500. Motion carried unanimously.

- C. Pat also discussed the grant money that is available and recommends we consider applying for grants to help market the Pavilion (signage and advertising) as well as park improvements.

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9. FIRE DEPARTMENT / AMBULANCE

- A. Total November Receipts: \$19,386.81
- B. Total November Disbursements: \$2,845.18
- C. Approval of Steve Bridge as 2013 Fire Chief
-Steve has been on the fire department for 35 years, with 15 years as the Chief.

Motion by Ray Lally, seconded by Lisa Lund to approve resolution to appoint Steve Bridge as the 2013 Fire Chief. Motion carried unanimously.

- D. Steve is currently working on updating the Mutual Aid agreements.
- E. Fire District meeting on January 16th.

10. CLERK / TREASURER

- A. Bank account balances as of November 30, 2012:
 - General checking: \$71,705.58
 - Liquor Store savings: \$90,042.28
 - Fire Dept. – Ambulance Fund savings: \$27,078.52
- B. 2013 Budget review and discussion.
- C. Final Levy for 2013 taxes reviewed.

Motion by Ray Lally, seconded by Sam Clark to approve resolution to set final levy amount at \$102,150. Motion carried unanimously.

- D. Time off request from Jenny for April 1-8.

Motion by Ray Lally, seconded by Warren Peters to approve Jenny's vacation request for April 1-8, 2013. Motion carried unanimously.

11. TRUSTEE'S NOTES

Lisa Lund: Lisa asked if the fridge, ice machine, etc are left on all winter at the Pavilion.

Ray Lally: -

Warren Peters: Warren was asked again about the street light on Middle Rd.

Tom Borglund: -

12. MAYOR'S NOTES

- A. -

ADJOURN

**Motion was made by Ray Lally, seconded by Warren Peters to adjourn the meeting at 9:30 pm.
Motion carried unanimously.**

Respectfully submitted,

Jenny Clark
Clerk/Treasurer