

**Approved Meeting Minutes
City of Cromwell
Regular Council Meeting
June 27, 2012
7:00 pm**

A regular meeting of the Cromwell City Council was held on Wednesday, June 27, 2012 at 7:00 pm at the Cromwell Park Pavilion.

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

Absent: Tom Borglund - excused

Others present: John Mattonen - City Engineer, Hugh Heinecke – City Auditor

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

Minutes:

- Change to prior meeting minutes add attendance of Lola Hakala and Paul Lampi. Motion to accept prior meeting minutes as amended by Warren Peters and seconded by Lisa Lund. Ray abstains Clark, Lund, Peters vote Yay Motion carries.

Additions to Agenda:

- Under Liquor store Paul requests raise for Leslie
- Under Liquor store discuss Bar Promotions and Specials
- Under Parks/Recreation/Pavilion discuss sand for volleyball courts
- Under Water Sewer Maintenance discuss brush at end of Middle Rd.

Public Agenda Items:

- None

Liquor Store:

- Review Pull tab sales
- Entertainment: Denno July 14th, Dean July 28th which is also Golf Tournament
- Department of Health Inspector visited to check for Flood damage and did annual inspection. Inspector noted that cold plate and beverage lines were in contact with potable ice. He gave a temporary fix but Bernicks will have to change cold plate set-up.

- Resignation of Kevin Davis as Bar Cleaner. Motion by Ray Lally to accept resignation seconded by Sam Clark motion carried unanimously.
- Hiring of Brent Vigness as Bar Cleaner. Lisa Lund asked about other applicants and Mayor Clark explained that Paul used applications from when the position was recently open. Motion to hire Brent Vigness by Samuel Clark seconded by Ray motion carried unanimously.
- Lisa Lund mentioned that the starting pay for the cleaning position was too low. Mayor Clark agreed and said that Brent was doing an excellent job and was exceeding the expectations for the job. Lisa Lund mentioned that he fixed the door locks in the woman's bathroom. Motion by Sam seconded by Warren to advance Brent Vigness to step one pay of \$8.20 per hour motion carried unanimously.
- Paul Lampi Bar Overseer reported that Leslie Wilson has exceeded expectations lately and should get a raise and promotion to Head Bartender or Assistant Manager. Her pay rate was discussed and it was decided that the council doesn't want to create the designation of head bartender or have an Asst. Manager. Motion to advance her to the next step (5) in the compensation plan and pay her \$10.10/hr by Mayor Clark seconded by Ray Lally motion carried unanimously.
- There was discussion about Paul Lampi's title and it was clarified that the Council as a whole is the Bar Manager and that Paul's role is that of Overseer.
- Discussion about bar promotions and specials. It was noted that the bartenders believe some of the specials are ineffective. Hugh noted that the meat raffle should be on a slower night to bring customers in. Sam mentioned that the MMBA gives ideas for promotions. Hugh mentioned that specials need to be in place for awhile so that it sticks in peoples minds. Motion by Mayor Clark seconded by Ray Lally to direct the Overseer to be more proactive in doing promotions and specials motion carried unanimously.

Water/Sewer/Maintenance:

- John Mattonen pointed out that the speed signs we decided to order don't meet MNDOT specifications. Signs that meet the specifications are more expensive. Councilmembers Peters and Lund pointed out that there is a great need for something to slow traffic down. Clerk/Treasure Warner stated that there is money available in the General Fund to pay for the increased cost. Motion to spend up to \$8580 on signs by Ray Lally seconded by Lisa Lund motion carried unanimously.
- Sam reported that MPCA permitted an emergency discharge of the sewer ponds due to the large amount of water from the flood. Also reported that pumps in the NW lift station were having problems. Dakota pump guy stopped and checked a vibrating pump. He found that a bolt had come out of one the pumps impellers and was sucked up by the other pump and shot out thru the side making a hole in the side of the pump and damaging the impeller. The pumps ran continuously during the flood and this could have caused the bolt to work loose.
- Update on water main leak at Tamarack River. John Mattonen contacted KGM to see if they were interested in doing the repair since it may have been due to their

culvert replacement in the area. They were not able to do the work. John contacted Northland Construction and they were set to do the repair on the day of the flood so they were unable to do it. Another bid was sought to do a directional drill and bypass but came in at \$80,000. John is still seeking a contractor that can fix the leak at a reasonable price. The city will have to pay for the repair but may be able to recover cost from KGM if it is determined to be their fault. John is looking at getting an above ground.bypass put in so that the leak can be stopped until a repair is made and so that water service won't be interrupted while the repair is being made.

Parks/Recreation/Pavilion:

- Review Pavilion Calender
- Mayor mentioned Caleb Anderson 5k run and pancake breakfast on July 7th and reported that he had fixed faulty burner on the griddle.
- Jokimaki Band is renting pavilion for a dance
- Mayor Clark asked about benefit for Shale Korpela and Scott reported that they were still looking at other options for a location.
- Harvest Fest Steak Fry information was reviewed. Attendance was down but those that came commented very positively about the quality of the meal and the speed of delivery. Salad bar was good addition. Beer, wine and pop were popular also. Scott mentioned that it should have been better advertised. Financially we broke even.
- Mayor Clark reported that the sand in the volleyball court contained sharp rocks and people were being injured from it. Keith Clark can get good beach sand for about \$70 a load. Old sand needs to be dug out. Motion by Mayor Clark to have Keith Clark do whatever work is necessary to repair the courts seconded by Ray Lally motion carried unanimously.
- Mayor Clark reported that we did not get the DNR Outdoor Recreation Grant for the Pavilion Playground Project.
- Warren mentioned that someone has to be certified in food safety to oversee fundraiser dinners.

General City/Housing/Highway:

- Preliminary Flood Damage Assessment was submitted to Carlton County who will be passing it on to FEMA. Road damage \$25,000, \$1,200 for sewer and water time and \$12,000 for damaged Lift Station Pumps. Mayor Clark mentioned that Mingus road was still under water.
- Ray Lally mentioned that County Assessor was out doing re-assessment.
- Local Board of Equalization training information was reviewed.

Fire Dept./Ambulance:

- Fire Dept. will be submitting bids for parking lot pavement at next meeting Northviewbank may pay for part since they use it daily.

- Mayor Clark asked Hugh Heinecke about how fire dept. recognition dinner should be paid for. League email on issue was reviewed. The fire relief association generally pays for such things out of general funds but Cromwell's assoc. does not have a general fund. They used to pay for it out of money raised at fundraisers. It was decided that a clear policy should be in place that covers this as employee compensation. Steve Bridge was asked previously to have a policy but has not done it. Mayor Clark said that he will get a policy from the LMC. Hugh also pointed out that the Fire Relief Assoc. could raise money for the general fund to pay for things like this also and gave examples of other departments that do fundraisers. If a raffle is done it is necessary to get a temporary license from the state.
- Mayor Clark asked about buying flowers for funerals of family members of dept. members. Hugh stated that the Municipal Liquor Store can make donations to the Relief Association for this. He also mentioned that the organization that has the pull tabs in the bar can be asked to donate to the Relief Assoc. also.

Trustee's Notes:

- Lisa Lund asked what the city ordinance on ATV's is. Mentioned that Jeanne Weimer wants a key for the Warming Shed for horse show. Also pointed out that water ran over the road on lake st. where the culvert was removed. Mayor Clark suggested that the ditch needs to be cleaned so the water can flow and that it was supposed to be cleaned out when the road was repaired last year. He will talk to Keith about it.
- Ray mentioned that Lally Rd. had water running over it at the intersection with S. Pointe Rd. because there is no culvert. Riverview culvert is ineffective. On lot four of Watersedge development there is a motorhome hooked to water but it's not clear where the sewage is going. There is also a covenant on the land that campers can't be parked for more than six months and not for more than 3 years running.
- Warren mentioned that the riders on the diabetes run wanted to have food served. Previously they ate before they came here so they stopped having food at the bar. Apparently the route and schedule has changed so next year we should check and see if they need food here. Also the ditches on Clark Ave. were overflowing with the heavy rain. Ditches need to be cleaned out and maybe a ditch on the south side would be helpful. Mayor Clark noted that a ditch was supposed to be put in when they widened the road and put in the new waterline in 2004.

Clerk/Treasurer:

- Auditors Report was presented by Hugh Heinecke. Hugh pointed out that the Revolving Loan fund has not had any activity for over 10 years. If there are no plans to use it for economic development it should be transferred to the general fund. The General Fund expenditures exceeded revenues by \$53,000. \$129,000 came in from other funds to erase that deficit. Hugh pointed out that Liquor Store revenues were \$476,000 with a profit of \$82,000 he indicated that margins could be better and that we should look for ways to improve the margin. Overall the audit went

well. Motion by Ray Lally seconded by Lisa to accept the Audit motion carried unanimously.

- Resignation of Scott Warner Motion by Ray Lally seconded by Warren Peters motion carried unanimously
- Mayor Clark noted that in the Cromwell City Ordinances the Mayor has the power to appoint the Clerk/Treasurer but that it's more common to have the council make the choice. He submitted a plan to review the applications with another council member and the qualified ones can be forwarded to Floodwood City Administrator Jess Rich and City Attorney Frank Yetka who will do the interviews and submit their recommendations to the council who will then approve one of the candidates. Mayor Clark felt that this would be the most objective way of choosing among candidates. Hugh Heinecke brought up the possibility of splitting the Clerk/Treasurer position but after discussion it was decided to leave the position as is. Motion by Mayor Clark to have himself and Lisa Lund review applications and forward the qualified applications to Jess Rich and Frank Yetka who will select candidates for interviews will conduct interviews and determine the most qualified candidate seconded by Ray Lally motion carried unanimously. Mayor Clark stated that Diane Hansen would be willing to put sometime in at the office to help if needed. Motion by Mayor Clark seconded by Lisa to pay Scott his current wage to help out during the transition to a new clerk motion carried unanimously.
- Receipts totaled \$55,345.40
- Disbursements totaled \$67,083.45
- Unpaid bills for approval totaled \$66,044.58
- Motion by Ray Lally seconded by Warren Peters to approve the payment of unpaid bills and treasurers report, motion carried unanimously.

Mayor's Notes: Tom fixed faucet in rental unit and Mayor Clark and Tom repaired washing machine.

Adjourn: Motion to adjourn by Ray Lally seconded by Warren Peters