

**Approved Meeting Minutes
City of Cromwell, Carlton County, MN
Regular Council Meeting
November 28, 2012 7:00pm**

A regular meeting of the City Council of the City of Cromwell was held on November 28, 2012 at 7:00 pm at the Cromwell Park Pavilion.

The meeting was called to order at 7:10 pm by Mayor Clark.

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

Others Present: Paul Lampi, Liquor Store Manager ; John Mattonen, JPJ Engineering

1. ADDITIONS OR CHANGES TO AGENDA

- A. 8b: Street light on Middle Rd.

Motion was made by Lisa Lund, seconded by Ray Lally to approve the agenda with above change. Motion carried unanimously.

2. PUBLIC INQUIRIES / INFORMATIONAL

3. OLD BUSINESS

- A. Update on bar improvements and status of cooler
 - New TV installed
 - Cooler moved to back of bar, has not sold yet.
 - New bathroom faucets installed
 - Door to smoking area to be installed in a few weeks, fence installation will be complete once the door is installed
 - Drains have not been addressed yet
 - Paul asked for something to set the beer cases on in the back room to protect from getting wet
- B. Liquor Store incident report from 10/20/12
 - Paul, Sam, and Lisa reviewed the video from the stated date. The bar manager does have the authority to take action on excluding someone from the bar. No action was taken in regards to the incident dated 10/20/12. The definition of what constitutes an incident was discussed by all. Going forward it will be a policy for the bartenders to write a report in the incident book if something occurs that requires them to take action such as asking someone to leave the bar or any other item that is out of the ordinary.
- C. Update on deadbolts for Pavilion- to be installed soon.
- D. Replacement of pumps at NW lift station- new pumps delivered and to be installed soon.

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
- F. Approval of Diane Hansen's raise to Step 3
- G. MN Snowmobilers Assoc. membership renewal fee of \$100

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

Approved Meeting Minutes
City of Cromwell, Carlton County, MN
Regular Council Meeting
November 28, 2012 7:00pm

5. WATER / SEWER / MAINTENANCE

- A. Project Status Report- JPJ Engineering was reviewed and discussed.
 - Discussion on Hwy. 210 improvements
 - Discussion on trucks engine braking when entering town and the potential need for an ordinance against this
- B. Sewage ponds drained
 - Phosphorous numbers have been good since the drainage and spreading of elm. This should also mean we will only have one discharge necessary next year.

6. LIQUOR STORE

- A. Prior month sales total: October \$37,925.39 (October 2011 sales- \$44,792.14)
- B. Pull tab totals: September \$818.80
- C. December Entertainment:
 - Saturday Dec. 1st: Dean Nyberg (DJ)- \$250.00
 - Saturday Dec. 15th: PM Entertainment (Karaoke)- \$175.00
 - Monday New Year's Eve: Dean Nyberg (DJ)- \$250.00
- D. Promo idea updates
 - Free jukebox night will be held on Sunday night
 - Tuesday night giveaways will start in December
 - Dash for cash starting in December
- E. Bar will be closing at 6:00pm Christmas Eve and closed Christmas day
- F. Review Superior Glass quote to replace West side door
 - Trailer owned by Brad Ramberg has been stored at the city office. Discussion was had on charging Brad Ramberg a storage fee, which would be deducted from the cost of the door installation.
 - Motion by Tom Borglund, seconded by Warren Peters to accept the quote from Superior Glass of \$1,547.00 to replace the West side door and deduct \$500.00 for storage of the trailer at the city office, which will be taken off the quote, for a total approved amount of \$1,047.00. Motion carried unanimously.**
- G. Review of applicant's for part-time bartender position. Paul has hired a new part-time bartender who will be starting next week. Review and approval of hiring will occur at the December meeting.

7. PARKS AND RECREATION / PAVILION

- A. Midwest Forage Assoc. meeting- request to waive deposit fee. Council discussed and approved.

8. GENERAL CITY / HOUSING / HIGHWAY

- A. The City of Wright is in need of snow plow service for their fire hall and storage building and has asked if Cromwell would be interested in providing this service for them. This was discussed and the Council has decided not to contract with them at this time.
- B. The street light at the end of Middle Rd. was eliminated and the Council has received a few complaints about this. Discussion was had but no decision was made at this time.
- C. Discussion on snow removal within the city limits. The City has an ordinance that property owners are responsible for snow removal from sidewalks in front of their property. The City can charge for this service if property owner's don't take care of this themselves. A reminder will be sent to property owners who have sidewalks in front of their property within the city limits that they are responsible for snow removal and if this is not done the City will charge them for the snow removal.

9. FIRE DEPARTMENT / AMBULANCE

- A. Total October Receipts: \$5,077.98
- B. Total October Disbursements: \$3,946.10
- C. Discussion on potential Fire District.

**Approved Meeting Minutes
City of Cromwell, Carlton County, MN
Regular Council Meeting
November 28, 2012 7:00pm**

10. CLERK / TREASURER

- A. Bank account balances as of October 31, 2012:
 - General checking: \$34,486.47
 - Liquor Store savings: \$90,042.28
 - Fire Dept. – Ambulance Fund savings: \$27,078.52
- B. Special assessments to 2013 property taxes
Motion by Ray Lally, seconded by Tom Borglund to approve certification of delinquent water and sewer bills to 2013 property taxes. Motion carried unanimously.
- C. FYI- Final property tax levy for 2013 due Dec 28th. Budget and final levy to be reviewed at December meeting.
- D. Update on status of 2010 and 2011 W-2's and 941's with the SSA and IRS.

11. TRUSTEE'S NOTES

Lisa Lund: LMC meetings/training for newly elected and experienced elected officials on January 11th and 12th in Nisswa. Discussion on agenda items to be covered at the conference.

Motion by Ray Lally, seconded by Warren Peters to send Lisa, Jenny, and Sam to newly elected and experienced officials training January 11-12, 2013. Motion carried unanimously.

Ray Lally: -

Warren Peters: -

Tom Borglund: -

12. MAYOR'S NOTES

- A. Website views reviewed
- B. Sam met with Pat Oman of the CCEDA to discuss the Cromwell Economic Dev. Corporation. Pat plans to attend the next council meeting.

ADJOURN

**Motion was made by Tom Borglund, seconded by Lisa Lund to adjourn the meeting at 8:55 pm.
Motion carried unanimously.**

Respectfully submitted,

Jenny Clark
Clerk/Treasurer