

**CITY OF CROMWELL
REGULAR COUNCIL MEETING
CROMWELL PAVILION
WEDNESDAY, JANUARY 18, 2023**

A regular meeting of the City Council of the City of Cromwell was held on January 18, 2023 at the Cromwell Park Pavilion.

The meeting was called to order at 6 PM by Mayor Sharon Zelazny, followed by the Pledge of Allegiance.

Clerk Koecher administered the Oath of Office to Mayor Sharon Zelazny and Council Members Raymond Lally and Alex French.

Present at Roll Call: Mayor Sharon Zelazny, Council Members Raymond Lally, Lisa Irving, Alex French and Ed Raisanen. Also present were Maintenance Supervisor Tom Johnson, Liquor Store Manager Krysta Konieska, and City Clerk Gwendolyn H. Koecher.

Mayor Zelazny welcomed all in attendance.

Motion by Lally, seconded by Raisanen, to approve the agenda with the additions of 10.2.a.-1 Lake Country Power Order. Motion carried by unanimous voice vote.

Motion by French, seconded by Lally, to approve the consent agenda which included approval of the December 21, 2022 Regular Meeting Minutes and the Pavilion Calendar. Motion carried by unanimous voice vote.

Motion by French, seconded by Lally, to approve the attached receipts and disbursements financial report for December 2022. Roll call vote: YES: Lally, Raisanen, French, Irving and Zelazny. NO: None. Motion carried.

The council reviewed the following correspondence:

- MnDOT – reminds public not to push or pile snow onto roads.
- Carlton County Zoning and Environmental Services – Minor Subdivision #822030 and Development Review
- Ehlers Public Finance Advisors Client Disclosure

Mayor Zelazny Report:

- Mayor Cell Phone Reimbursement.

Motion by Lally, seconded by Raisanen, to approve a \$25 monthly cell phone reimbursement for the Mayor during 2023. Roll call vote: YES: Lally, Raisanen, French, Irving and Zelazny. NO: None. Motion carried.

- CACC coordinating with City to secure a grant for the ice rink;
- New flooring in the clinic building;
- New business interests in Cromwell;
- New computer needed for the Mayor;
- Her work on securing Electric Car Chargers;

- Update on the Pavilion Renovation;
- Working Session about Promoting Cromwell and Tourism. After council discussion a working session was set for February 15 from 5:30 to 6:00 PM.

The Maintenance Superintendent Johnson's report included:

- Sewer maintenance in the south alley;
- MRWA Pond Evaluation
- State Snow Clean-Up

Cromwell Municipal Liquor Store Manager Konieska's report included:

- ASCAP License.

Motion by Irving, seconded by Lally, to approve the ASCAP 2023 License. Roll call vote: YES: Lally, French, Zelazny, Irving and Raisanen. NO: None. Motion carried.

- Advertising/Entertainment Budget

Motion by Raisanen, seconded by French, to approve an \$11,028 advertising and 2023 entertainment budget for the Cromwell Municipal Liquor Store. Roll call vote: YES: Lally, French, Zelazny, Irving and Raisanen. NO: None. Motion carried.

- Inventory.
- Meeting with Moose Lake Muni Manager.
- New Safe.

Joint Powers – Ambulance – Fire Department:

- November 22, 2022 Minutes.

Motion by Lally, seconded by Raisanen, to approve Resolution 23.01.18-01 Certificate of Final Approval for the Water Tank Mixer. Roll call vote: YES: French, Zelazny, Lally, Irving and Raisanen. NO: None. Motion carried.

Council was given a broadband update.

Motion by Irving, seconded by French, to approve Lake Country Power Order of \$30,678.63 to bury their portion of the overhead lines as part of the DNR Grant. Roll call vote: YES: Lally, French, Zelazny, Irving and Raisanen. NO: None. Motion carried.

Motion by Irving, seconded by Raisanen, to approve Resolution 23.01.18-02 for the City of Cromwell to sell parcels 17-300-0280, 17-300-260, 17-300-240 located at 5574 Hwy 210. Roll call vote: YES: Lally, French, Zelazny, Irving and Raisanen. NO: None. Motion carried.

Motion by French, seconded by Lally, to approve the renewal of the annual Pavilion contracts for the following organizations for 2023;

- Riverside Drifters Saddle Club
- Evergreen PAV ATV Club
- Big Sandy Area Lakes Watershed Mgmt. Project (BSALWMP)
- Young Old Timers (YOT)
- Family Pride 4-H
- Cardinal Quilters
- Ann Markusen Yoga (1/2 of the fees collected are paid to the City)
- Ruby's Pantry

Cromwell Area Community Club (CACC)
Kaleb Anderson Memorial Run
Wounded Warriors United event
Cromwell/Wright Dollars for Scholars Dinner

Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.

After review of legal newspaper bids from the Voyager Press and the Pine Knot, there was a motion by Lally, seconded by Raisanen, to approve the LEGAL NEWS PAPER – Voyager Press for 2023. Roll call vote: YES: French, Lally, Irving, Zelazny, and Raisanen. NO: none. Motion carried.

Motion by Lally, seconded by Irving, to approve the following appointments for 2023;

HEALTH OFFICIAL – Dr. Shawn Bode
HEALTH INSPECTOR – Mayor Sharon Zelazny
WEED INSPECTOR – Mayor Sharon Zelazny and Tom Johnson
EMERGENCY MANAGER – Fire Chief Lucas Goodin
DEPOSITORY – Northview Bank
LEGAL NEWS PAPER – Voyager Press
LAW FIRM – Fryberger Law Firm
PROGRAM LIAISON/CENSUS BUREAU – Mayor Sharon Zelazny and Tom Johnson
ACTING MAYOR – Lisa Irving
CROMWELL AREA DEVELOPMENT CHAIR – Mayor Sharon Zelazny
EMPLOYEE LIAISON – Clerk/Treasurer
LIQUOR STORE COMMITTEE – Mayor Sharon Zelazny and Alex French
JOINT POWERS REP & ALTERNATE – Mayor Sharon Zelazny and Lisa Irving
FIRE RELIEF ASSOC. REP – Mayor, Clerk/Treasurer
AMBULANCE DISTRICT REP. & ALTERNATE – Alex French and Mayor Sharon

Zelazny.

TOBACCO ORDINANCE ENFORCEMENT- Clerk/Treasurer and Mayor Sharon

Zelazny.

Roll call vote: YES: French, Lally, Irving, Zelazny, and Raisanen. NO: none. Motion carried.

The Council reviewed Resolution 3.1.16 and council consensus was to not change the Resolution concerning Mayor or City Councilors compensation. Motion by Lisa, seconded by French, to continue with resolution 3.1.16. Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.

Motion by Lally, seconded by Raisanen, to approve the attached 2023 fee schedule minus chicken permit fee. Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.

Motion by French, seconded by Raisanen, to approve the following Council Meeting dates and time for 2023: Third Wednesday, 6 PM 2022:

January 18	July 19
February 15	August 16
March 15	September 20
April 19	October 18
May 17	November 15
June 21	December 20

Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.

Motion by Lally, seconded by Irving, to approve the attached 2023 City of Cromwell budget to be submitted to the State of Minnesota. Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried

Motion by Lally, seconded by Raisanen, to approve the Audit Engagement Letter with Hoffman, Philip and Knutson, LLC. Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.

Motion by French, seconded by Lally, to approve a permit to Intech to install a new ped. Roll call vote: YES: Lally, French, Irving, Raisanen, and Zelazny. NO: None. Motion carried.

Motion by Lally, seconded by Raisanen, to waive \$390 of late fees on water and sewer for Nancie Skare, parcel 17-300-0160. Roll call vote: YES: Lally, French, Irving, Raisanen, and Zelazny. NO: None. Motion carried.

Motion by Lally, seconded by French, to approve the Opt-Out Health Insurance Program Policy. Roll call vote: YES: Lally, French, Irving, Raisanen, and Zelazny. NO: None. Motion carried.

Motion by Raisanen, seconded by Lally, to accept the retirement resignation letter from Public Works Supervisor Tom Johnson effective June 11, 2023. Roll call vote: YES: Lally, French, Irving, Raisanen, and Zelazny. NO: None. Motion carried.

Motion by Lally, seconded by Irving, to accept the resignation letter from City Clerk/Treasurer Gwendolyn H. Koecher effective February 2, 2023. Roll call vote: YES: Lally, French, Irving, Raisanen, and Zelazny. NO: None. Motion carried.

Motion by Lally, seconded by Raisanen, to advertise for the City Clerk/Treasurer position. Roll call vote: YES: Lally, French, Irving, Raisanen, and Zelazny. NO: None. Motion carried

The City Council meeting was adjourned at 7:34 PM.

Sharon Zelazny, Mayor

Gwendolyn H. Koecher City Clerk/Treasurer