

**CITY OF CROMWELL
REGULAR COUNCIL MEETING
Cromwell Pavilion
Wednesday, January 19, 2022
6:00 PM**

A regular meeting of the City Council of the City of Cromwell was held on January 19, 2022 at 6:00 PM at the Cromwell Park Pavilion.

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

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

Mayor Zelazny welcomed all in attendance.

Motion by Lally, seconded by French, to approve the agenda with the additions of 8.1e. COVID Update. Motion carried by unanimous voice vote.

Motion by Irving, seconded by French, to approve the consent agenda which included approval of the December 15, 2021 regular meeting minutes and the January and February Pavilion Calendars.

Motion by Raisanen, seconded by Lally, to approve the attached receipts and disbursements financial report for December 2021, cancelled checks of 2021, Capital Credits, LMC Dividends and 10% Charitable Fund. Roll call vote: YES: Raisanen, Lally, French, Irving and Zelazny. NO: None. Motion carried.

The council reviewed the following correspondence: Carlton County - Adjoining Property and Tamarack Nickle Project.

Mayor Zelazny Report:

- Substitute Clerk: Deb Anderson resignation letter. The City will advertise for a fill-in clerk.
- Motion by Irving, seconded by French, to approve a \$25 monthly cell phone reimbursement for the Mayor during 2022. Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.

- Motion by Irving, seconded by Lally, to approve removal of late fees attached to Water and Sewer account 126. Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.
- Motion by Raisanen, seconded by French, to approve the purchase of two HP All-In-One computers; one for Liquor Store and one for Water and Sewer. Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.
- Motion by Lally, seconded by Raisanen, to approve approximately 38.5 hours for COVID-19 pay for City employee(s). Roll call vote: YES: Raisanen, Lally, Zelazny, Irving and French. NO: none. Motion carried.
- Update on Zoom meetings – Open Meeting Law rules without a State of Emergency.
- CACC – Welcome baskets.
- Update on Hwy 73 Improvement Meeting.

Lisa Irving: Special thanks to the Sno-Gophers and all volunteers whom care for 120 miles of Trails.

The Maintenance Superintendent Johnson's report included:

- Motion by Irving, seconded by Lally, to the approve purchase and installation of a new furnace from After Hours Heating and Cooling for the Maintenance Area. Roll call vote: YES: Raisanen, Irving, Lally, Zelazny and French. NO: none. Motion carried.
- MN Dept. Health Water Test update.
- Water Tower Mixer – Updated.
- Update on Island Lake pump station.
- Ice Rink Update.

Cromwell Municipal Liquor Store Manager Konieska's report included:

- Motion by Raisanen, seconded by Lally, to approve a thirty day suspension for the incident that occurred at the Municipal Liquor Store on November 17, 2021. Roll call vote: YES: Raisanen, Lally, Zelazny, Irving and French. NO: none. Motion carried.
- Install of new POS completed and will be fully functional as of 1/20/22.
- Motion by Lally, seconded by Raisanen, to accept Quality Cleaning and Maintenance, LLC resignation of February 9, 2022. Roll call vote: YES: Raisanen, Lally, Zelazny, Irving and French. NO: none. Motion carried.
- Motion by Irving, seconded by French, to approve hiring individual cleaners at \$270 a week rate. Roll call vote: YES: Raisanen, Lally, Irving, Zelazny and French. NO: none. Motion carried.

- Motion by Raisanen, seconded by Lally, to approve 2.5% of previous year's gross sales as the budget amount for Advertising and Entertainment at the Cromwell Municipal Liquor Store. Roll call vote: YES: Raisanen, Lally, Zelazny, Irving and French. NO: none. Motion carried.
- 2021 Inventory went well. Thank you to Mayor Zelazny for assisting with inventory.
- Liquor Store is Fully Staffed with current winter hours.

Joint Powers – Ambulance – Fire Department:

- Motion by Irving, seconded by French, to approve the 2022 Fire Protection Contract of \$9,303 for Fire and \$491 for Relief. Roll call vote: YES: Raisanen, Irving, Lally, Zelazny and French. NO: none. Motion carried.
- Mayor Zelazny updated the council on the Fire District Transition.

Highway 210 Project – to begin May 2022.

DNR and Park Drainage Grant – Design is 90% Completed, Bids to be let February 2022.

Local Partnership Program Grant – Multi-Use Path- Letter of Interest Due Jan. 21, 2022 and Awarded in March 2022.

Broadband Update – City Hall switching over to CTC high speed broadband on Jan. 31, 2022. Phone service may be disrupted.

City Land Use Plan- A meeting was held on Jan 12, 2022 –JPJ will be working on a new zoning map.

Motion by Raisanen, seconded by Irving, to approve the renewal of the annual Pavilion contracts for the following organizations:

- 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.

Motion by Irving, seconded by Raisanen, to approve the LEGAL NEWS PAPER – Voyageur Press. Roll call vote: YES: French, Lally, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.

Motion by Irving, seconded by Raisanen, to approve the following appointments:

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 – Voyageur 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 Gwendolyn H. Koecher
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
AMBULANCE DISTRICT REP. & ALTERNATE – Ray Lally, Ed Raisanen and Mayor Sharon Zelazny.
TOBACCO ORDINANCE ENFORCEMENT- Clerk Gwendolyn H. Koecher and Mayor Sharon Zelazny.

Roll call vote: YES: French, Lally, Irving, Zelazny, Lally 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 French, seconded by Lally, to approve paying appointed Council Members the approved Meeting Compensation for the Joint Powers Meetings. Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.

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

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

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

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

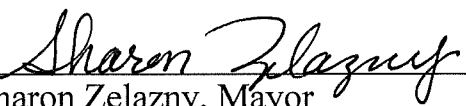
Motion by Lally, seconded by Irving, to approve the attached 2022 City of Cromwell budget to be submitted to the State of Minnesota. Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried

Motion by Raisanen, seconded by French, to approve the Audit Engagement Letter, 2/5 year auditor contract with Hoffman, Philip and Knutson, LLC. Roll call vote: YES: French, Irving, Zelazny, Lally and Raisanen. NO: none. Motion carried.

As a First Reading the Council reviewed the Sewer Laterals/Sump Pumps Ordinance.

Motion by Raisanen, seconded by Lally, to acknowledge and commend: Cromwell Sno-Gophers. Motion carried by unanimous voice vote.

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


Sharon Zelazny, Mayor


Gwendolyn H. Koecher City Clerk/Treasurer