

CITY OF CROMWELL
REGULAR COUNCIL MEETING
CROMWELL PAVILION
WEDNESDAY, JULY 19, 2023

A regular meeting of the City Council of the City of Cromwell was held on July 19, 2023 at the Cromwell Park Pavilion.

The meeting was called to order at 6:00 PM by Mayor Sharon Zelazny, followed by the Pledge of Allegiance.

Present at Roll Call: Mayor Sharon Zelazny, Council Members Lisa Irving, Ray Lally and Alex French. Absent - Ed Raisanen. City Auditor Crystelle Philipp, Municipal Liquor Store Manager Krysta Konieska, Carlton County Engineer JinYeen Neumann, City Engineer John Jamnick; City Clerk Tammy Onstad and 2 guests were also present.

Mayor Zelazny welcomed all in attendance.

Miranda Hedin was present to talk about a drainage issue on her property.

There was a motion by Lally, seconded by French, to approve the agenda with the addition of 9.2b. Drainage Grant – JPJ Invoice #7. Motion carried by unanimous voice vote.

City Auditor, Crystelle Philipp of Hoffman, Philipp & Martell, PLLC presented the 2022 audit. There was a motion by Irving, seconded by Lally, to approve the 2022 Audit Report as presented. Roll call vote: Yes – Lally, Irving, French and Zelazny; No – none. Motion carried.

Carlton County Engineer JinYeene Neuman was present to talk to the council about the Local Partnership Program Grant. There was a motion by Alex, seconded by Lally to approve the Carlton County and City of Cromwell Local Partnership Program Agreement. Roll call vote: Yes – Lally, Irving, French, Zelazny; No – none. Motion carried.

The LLP Grant Requests for Proposal were reviewed. RFP'S were received from Bolton & Menk, LHB, Northland Consulting Engineers, SEH. There was a motion by ? and seconded by ? to accept the proposal from Bolten & Menk. Roll call vote: Yes – Lally, Irving, French, Zelazny; No – none. Motion carried.

Samantha Scofield was present to talk to the council about bringing a coffee hut to Cromwell. There was a motion by French, seconded by Lally to approve Northern Grand LLC's request to rent a space next to the city hall. Roll call vote: Yes – Lally, Irving, French, Zelazny; No – none. Motion carried.

There was a motion by Irving, seconded by Lally, to approve the consent agenda which included the June 21, 2023 Regular Meeting Minutes; the Pavilion Calendar for August 2023 and September 2023; and a Ruby's Pantry \$300 donation for new digital locks for the Pavilion. Roll call vote: Yes – Lally, Irving, French, Zelazny; No – none, Motion carried.

The Mayor's Report included:

- Detour complaints
- Used water tote purchase
- The Mayor granted and extension to current livestock permits until January 2024 where the annual renewal will happen. Rather than doing their annual renewal on application dates, the renewals will happen in January for all livestock permit holders. The ordinance will be reviewed and modified prior to that time to reflect this. The council consensus was in agreement.

There was a motion by Irving, seconded by Lally to approve the \$25 vendor fee for a City of Cromwell information table at Harvest Fest. Roll call vote: Yes – Lally, Irving, French, Zelazny; No – none. Motion carried.

There was a motion by Lally, seconded by French for a donation not to exceed \$100 for National Night Out. Roll call vote: Yes – Lally, Irving, French, Zelazny; No – none. Motion carried.

There was a motion by Irving, seconded by Lally, to engage JPJ Engineering for the Lead Pipe Inventory. Roll call vote: Yes – Lally, Irving, French, Zelazny; No – none. Motion carried.

The Municipal Liquor Store Manager report included:

- All employees received the Standard Operating Policy and Procedure Manual.
- The New Barstools need to be replaced;
- The upcoming liquor store calendar.

The May 23rd 2023 Joint Powers Minutes were available for review.

Mayor Zelazny updated the council on reactivating the city's SAM.gov number.

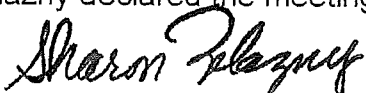
There was a motion by Irving, seconded by Lally, to approve the Parsons Electric quote for new service conductors in the park for \$21,157. Roll call vote: Yes – Lally, Irving, French, Zelazny; No – none. Motion carried.

There was a motion by Lally, seconded by French, to approve the drainage grant JPJ Invoice No 7. Roll call vote: Yes – Lally, Irving, French, Zelazny; No – none. Motion carried.

There was a motion by French, seconded by Irving, to approve a building permit from Frontier Communications. Roll call vote: Yes – Lally, Irving, French, Zelazny; No – none. Motion carried.

There was a motion by Lally, seconded by French, to acknowledge and commend Rocky Youngberg and Bill Zelazny and Tom Ochocki for "stepping up" to help the City during the Public Works Director Transition. Motion carried by unanimous voice vote.

Mayor Zelazny declared the meeting adjourned at 8:00 PM.



Sharon Zelazny, Mayor



Tammy Onstad, Clerk/Treasurer