

**MINUTES OF
REGULAR COUNCIL MEETING
TUESDAY JANUARY 17, 2017**

The Cass Lake City Council held its regular monthly council on Tuesday January 17, 2017 at 6:00pm at the Cass Lake Municipal Center after holding a working session.

Mayor Jerry Smith opened the meeting at 6:00pm

Attendance: Mayor Jerry Smith, Councilors George Donnell, Wayne Bohn, Barb Sproul

Absent: Councilor Scott Reimer

Also Present: Sue Uhrinak, City Clerk-Treasurer, Tate Frazer, Public Works, Denise Koenigsberg, WSN, Bill & Betty Hink, Cass Lake Library.

A **Motion** by Bohn, second by Donnell to Amend the Agenda to add New Business 10A regarding the American Legion. **Motion Passed Unanimously**

1) **Draft Minutes:** None

2) **Consent Agenda**

a. Minutes:

12-14-16 Minutes of Regular City Council Meeting

1-3-17 Minutes of Organizational Meeting

b. Claims & Payroll:

Claims #11382-11442 for \$46,328.61

Payroll # 25.1 for \$1,773.10

Payroll # 26 for \$6,770.06

4th Qtr Council for \$692.62

Payroll # 1 for \$5,246.14

c. Water & Sewer Adjustment:

None

d. Journal Entry Adjustment:

None

A **Motion** by Donnell, seconded by Sproul to approve Consent Agenda as presented. **Motion Passed Unanimously**

3) **Scheduled Groups or Individuals**

Denise Koenigsberg, WSN discussed the USDA documents that are required by the City to sign for the Stage 1 application for the Fire Hall Expansion Project. Discussion was also had about having a committee meeting with the representatives of the Fire Association about the construction costs and each entities responsibility. Donnell will bring the information to the Association meeting on January 25, and then report back to the council in February.

A **Motion** by Donnell, seconded by Bohn to authorize Mayor, council member Donnell and City Clerk to sign documents for the Grant Application. **Motion Passed Unanimously**

Betty Hink, Cass Lake Library Board, reported a request for handicap accessibility for the building. Will get list of board members with contact information to the Clerk and also the date and time of the next meeting. Was not sure about any by-laws but would check. Clerk will forward information to Wayne Bohn.

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4) Council Committee Meetings: None

5) Special Committee Meetings: None

6) Department Head Reports:

Sue Uhrinak, Clerk-Treasurer:

Annual maintenance on water & sewer accounts, new files for all required reports, posted all year end interest and payment entries, closed out and created new year in fund accounting, started compiling annual reports for Auditor, facilitating MCFOA Region II meeting in Crosslake on Jan 20, with training on Capitol Improvement Planning and Classification, Compensation & the MN Local Government Pay Equity Act, regular daily work.

Tate Frazer, Public Works:

Discussion was had for hiring Public Works I person. Bohn opposed to hiring a full-time person and wanted to look at a part-time and contracting out services. Frazer and other council members felt that the City needed the 3rd person, as it had been tried in the past to run with just 2 people and it didn't work.

A **Motion** by Smith, seconded by Donnell to hire a full-time person for the Public Works I position. **Motion Passed 3-1, Bohn Opposed.**

7) Attorney Reports:

None

8) Notices & Communications:

MN Dept. of Commerce Enbridge Line 3

9) Old Business: Court Orders for removing Hazardous Buildings.

A **Motion** by Donnell, seconded by Bohn to move forward and get bids for both buildings and bring back to the council. **Motion Passed Unanimously**

10) New Business:

A **Motion** by Donnell, seconded by Sproul to authorize the Mayor to sign appropriate documents to correct the legal description on the American Legion property that was incorrect when the property was deeded to the City and subsequently to the American Legion. **Motion Passed Unanimously**

11) Announcements and Information:

a. Revenue & Expenditure Guideline as of January 11, 2017.

12) Items Removed from Consent Agenda: None

13) Groups or Individuals not on the Agenda: None

A **Motion** by Sproul, seconded by Donnell to Adjourn Regular City council meeting at 6:20pm. **Motion Passed Unanimously**

Attest:

Jerry Smith, Mayor

Sue Uhrinak, City Clerk-Treasurer