

**MINUTES OF
REGULAR COUNCIL MEETING
TUESDAY MARCH 21, 2017**

The Cass Lake City Council held its regular council meeting at the Cass Lake Municipal Center on Tuesday 21, 2017 at 6:00pm after a working session.

Attend: Mayor Jerry Smith, Councilors Barb Sproul, Scott Reimer, Wayne Bohn

Absent: Councilor George Donnell

Also in Attendance: Sue Uhrinak, City Clerk-Treasurer, Tate Frazer, Public Works Supervisor, Gerald Erickson, Brad Rittgers, Jesse Iverson, Allan Olson, Cass Lake Times.

Open Regular City Council Meeting at 6:15pm

1) **Draft Minutes:** None

2) **Consent Agenda**

a. Minutes:

2-21-17 Minutes of Regular City Council Meeting

b. Claims & Payroll:

Claims #11506- 11557 for \$46,313.57

Payroll # 5 for \$5,170.83

Payroll # 6 for \$4,992.42

c. Water & Sewer Adjustment: NONE

d. Journal Entry Adjustment: NONE

A **Motion** by Bohn, seconded by Reimer to approve consent agenda as presented. **Motion Passed Unanimously**

3) **Scheduled Groups or Individuals**

a. Annie Humphrey, implementing a plastic bag ban within the City: Removed and placed on the April Council meeting

b. Gerald Erickson, asking to place trailer house on property to turn into a storage shed: requested permission of the council even though it is against City Ordinance. Council agreed that it would not be a good idea and doesn't want to set a precedent.

4) **Council Committee Meetings:**

None

5) **Special Committee Meetings:**

a. Interviews

6) **Department Head Reports:**

Sue Uhrinak, Clerk-Treasurer:

Working on Funding documents for fire hall, meet with City auditor, Interviews for public works, attend annual MCFOA conference and regular daily work.

Tate Frazer, Public Works: Maintenance on equipment, sweeper ready, filling pot holes. Added that they are starting to look at some updates for the floor of the main garage and insulation.

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7) Attorney Reports:

Sara Peterson: Update

Joe Langel

8) Notices & Communications: None

9) Old Business:

a. Discuss engineer report for old liquor store building. Reviewed engineer report on building and report from City Attorney. Discussion on what to do at this point whether to move forward or not. Will discuss at the April 18, 2017 Council Meeting

A **Motion** by Reimer, seconded by Sproul to Authorize signing USDA documents for the Fire hall grant application. **Motion Passed Unanimously**

A **Motion** by Bohn, seconded by Reimer to accept lowest bid offered from Storlie Construction for demolition at 118 Second St. NE. **Motion Passed Unanimously**

10) New Business:

- a. Discuss matters added to February council agenda without notice to full council presented by Councilor Bohn.
 - a. Resolution on Professional Contact
 - i. Purpose
 - ii. Need
 - iii. Application
 - b. Purchases outside budget without competitive bidding or research
 - i. Need
 - ii. Over budget
 - c. Union negotiations and possible violations of MN Open Meeting and collective bargaining laws.

A **Motion** by Bohn, seconded by Reimer to Rescind Resolution 03-2017 designated with regard to contact for professional services by the Council. **Bohn & Reimer yes, Smith & Sproul Opposed. Motion Failed**

A **Motion** by Bohn, seconded by Reimer to modify motion to rescind current Resolution regarding professional services and to place on agenda for discussion of a policy regarding professional contacts. **Bohn, Reimer, Sproul yea, Smith Opposed Motion Passed 3-1**

Bohn clarified that he would not be making a motion for the following items at this time and did not intend to have it placed on the agenda as action items.

A **Motion** for the Drafting of Procurement Policy

- i. Limits on purchases outside of budget process
- ii. Standards to apply to authorizing purchases based on priority and necessity
- iii. Requirement to maintain balanced budget

A **Motion** by Bohn, seconded by Reimer all negotiations with the union going forward be done with the council as a whole. **Bohn, Reimer, Sproul Yea, Smith Opposed. Motion passed 3-1**

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A **Motion** by Reimer, seconded by Smith to approve offering candidate #1 the Public Works Worker 1 position, if declined, offer candidate #2 the position and if declined then to repost for position. **Motion Passed Unanimously**

11) Announcements and Information:

a. Revenue & Expenditure Guideline as of March 15, 2017.

12) Items Removed from Consent Agenda

13) Groups or Individuals not on the Agenda

Reimer brought up items regarding the railroad property demolition. Also discussed the condition of the railroad crossing on the east end. If no action by the next meeting, have the Mayor send official letter and Request Robert Burns to attend the next council meeting to discuss these items.

A **Motion** by Reimer, second by Sproul to Adjourn Regular City council meeting at 6:37pm: **Motion Passed Unanimously.**

ATTEST:

Jerry Smith, Mayor

Sue Uhrinak, City Clerk-Treasurer