

**MINUTES OF
REGULAR COUNCIL MEETING
WEDNESDAY NOVEMBER 8, 2023**

The Cass Lake City Council held its regular monthly meeting on Wednesday November 8, 2023 at 6:00pm following a working session at the Cass Lake Municipal Center.

Attendance: Mayor Herschel Ogema, Councilors Mike Hanson, Carla Jones-Leecy, Jerry Smith

Absent: Councilor Annie Sevenich

Also in Attendance: Sue Uhrinak, City Clerk-Treasurer, Jason Raymond Public Works, Allan Olson CL Times, Brad Rittgers Cass Co Sheriff's Dept and Dana Gutzmann Cass Co SWCD

Mayor Ogema opened the meeting at 6:04pm

1) **Draft Minutes:** None

2) **Consent Agenda**

a. Minutes:

10-24-23 Regular Council Meeting Minutes

b. Claims & Payroll:

Claims # 13734 - 13763 for \$31,186.37 & 13767 – 137894 for \$16,906.04

Payroll #22 for \$10,550.48

A **Motion** by Smith second by Hanson to waive reading of Consent Agenda and Approve as presented: **Motion Passed**

3) **Scheduled Groups or Individuals**

Dana Gutzmann, Cass County on stormwater system, soils, etc., presented that they have hired a firm to do an assessment and to see if anything would work into the 2025 scheduled project for storm sewer basins, water gardens, etc. They met with Jason Raymond and went through some of the plans and looked at different areas in the city where this may be possible. Once the assessment is done, they will then look to the Mississippi Headwaters for possible funding.

4) **Council Committee Meetings:**

10-25-23 Fire Association Meeting: Hanson reported that the Band has offered property between CheWee and the Dairy Queen to build a new fire hall. The particulars still need to be worked out. They are also looking at replacing some of the vehicles as they are getting old. The cost is pretty high so it may take some time.

5) **Special Council Meetings:**

10-23-23 Interviews for Deputy Clerk Position

10-30-23 Special Council meeting for Deputy Clerk Position and Conference call with City Attorney regarding 7th Street.

6) **Department Head Reports:**

Sue Uhrinak, Clerk-Treasurer:

Worked on budget, attended Comprehensive plan meeting, worked on Superfund NRD project with Sara Peterson, attending annual meeting on wellhead protection plan, DMV monthly training, balanced bank accounts, Utility bills and account maintenance, prepared council packets, processed claims for month, ran checks, payroll, daily business, posted receipts, sent assessment letters for delinquent accounts, completed annual work comp audit, updated cemetery payment plan files, filed documents to get new employee set up for Motor Vehicle.

Will be hiring Kailey Schneider to work at the Dog Pound. Rick will coordinate to get her started.

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Public Works: Jason Raymond –

7) **Attorney Reports:** _____ None

8) **Notices & Communications:**

- a. Chris Sonmor Report: Not present, but provided a report with mock up for pavilion.
- b. Agenda and Notes from Housing Meeting

9) **Old Business:**

- a. Christmas lights up last year 11-15, Jason plans on getting them up next week
- b. plastic barrel by pump house. New doors were installed today
- c. School Resource Officer is contracted through County now. Focusing on Middle & High school

10) **New Business:**

- a. A **Motion** by Smith second by Jones-Leecy to Approve **Resolution 11-2023** Approving the assessment of unpaid utility bills to the county auditor to be added to the taxes payable in 2024. **Motion Passed Unanimously**
- b. Discussed budget presented by Clerk-Treasurer Uhrinak at a proposed 4% increase which equals \$14,162 of which \$5,191 goes to HRA and \$8,967 retained by the City. Council is ok with this and will be presented at the T-N-T Hearing December 13, 2023.
- c. Mayor Ogema introduced a Resolution to Deny the request to Vacate 7th Street as recommended by the City Attorney. Discussion was had that the Band wants a meeting on November 21 to further discuss the request. It was brought up that if the city goes a head with the request, they can be opening up the city to a potential law suit as the request does not meet the statutory requirements set to vacate a city street.
The Resolution was tabled until the December meeting.

11) **Announcements and Information:**

- a. Expenditure & Revenue Guideline as of November 2, 2023

12) **Items Removed from Consent Agenda**

13) **Groups or Individuals not on the Agenda**

A **Motion** by Hanson seconded by Jones-Leecy to Adjourn Regular Session at 6:20pm. **Motion Passed**

Herschel Ogema, Mayor

ATTEST:

Sue Uhrinak, City Clerk-Treasurer