

**MINUTES OF  
REGULAR COUNCIL MEETING  
WEDNESDAY DECEMBER 13, 2023**

The Cass Lake City Council held its regular monthly meeting on Wednesday December 13, 2023 at 6:05pm following the T-N-T hearing and Working session.

Attendance : Mayor Herschel Ogema, Councilors Mike Hanson, Carla Jones-Leecy, Annie Sevenich

Absent : Councilor Jerry Smith

Also in Attendance: Sue Uhrinak, City Clerk-Treasurer, Jason Raymond, Public Works, Chris Sonmor, Engineer, Allan Olson, CL Times, Brad Rittgers, Cass Co Sheriff's Department

1) **Draft Minutes:** None

2) **Consent Agenda**

a. Minutes:

10-30-23 Special Council Meeting

11-8-23 Regular Council Meeting

12-1-23 Special Council Meeting

b. Claims & Payroll:

Claims # 13766 - 137842 for \$59,661.33 & Claims 13843-13851 for \$50,813.79

Payroll #23 for \$10,275.43

Payroll #24 for \$10,057.63

A **Motion** by Hanson second by Jones-Leecy to waive reading of Consent Agenda and Approve as presented:  
**Motion Passed Unanimously**

3) **Scheduled Groups or Individuals**

None

4) **Council Committee Meetings:**

11-16-23 Kitchigami Regional Library: Annie Sevenich stated she was unable to get logged on, will contact Kitchi and get the problem resolved

2-1-23 Personnel: Jones-Leecy & Smith: Annual Review for Sue Uhrinak City Clerk-Treasurer completed successfully and given a 4% increase according to contract.

5) **Special Council Meetings:**

6) **Department Head Reports:**

**Sue Uhrinak, Clerk-Treasurer:**

Finalized budget, attended Comprehensive plan meeting, training new worker, worked on rate study and reviewed license & permit fee schedule and put together resolutions, sent final assessments to county, reviewed environmental reports on property, 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, set up training for Elections judges, working on updating property files.

**Public Works: Jason Raymond** – Reported the Speed Sign was stolen, valued at a minimum of \$4,000

7) **Attorney Reports:** None

8) **Notices & Communications:**

a. Chris Sonmor Report: Monthly Report & updated Agreement 3 of 4 Task Order: gave update on projects and would like to have a PW committee meeting to go through the CIP and make any modifications as necessary. Also discussed the change in charges for services and the task order 3 of 4.

A **Motion** by Sevenich second by Jones-Leecy to Approve Agreement 3 of 4 Task Orders: **Motion Passed Unanimously**

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A **Motion** by Sevenich second by Jones-Leecy to Approve Agreement 3 of 4 Task Orders: **Motion Passed Unanimously**

- b. St. Regis Superfund Newsletter

**9) Old Business:**

- a. Meeting at ALC went well and they want Mayor & Council Member Hanson back
- b. Receiving compliments on the Christmas Lights in town

**10) New Business:**

- a. A **Motion** by Jones-Leecy second by Sevenich to Approve **Resolution 13-2023** Approving the **Final 2024 Tax Levy at a 4% Overall Increase** or \$14,163. **Motion Passed Unanimously**
- b. A **Motion** by Jones-Leecy second by Hanson to Approve **Resolution 14-2023** Approving Resolution setting **License & Fee Schedule for 2024**. **Motion Passed Unanimously**
- c. A **Motion** by Jones-Leecy second by Hanson to Approve **Resolution 15-2023** Approving **Water & Sewer Rate Increase effective January 1, 2024**. **Motion Passed Unanimously**
- d. A **Motion** by Sevenich second by Hanson to Approve **Resolution 16-2023** a **Resolution Authorizing Signature Authority for City Accounts**. **Motion Passed Unanimously**
- e. A **Motion** by Jones-Leecy second by Hanson to Approve Contract for Gordon Dale CPA for the Annual Audit for 2023. **Motion Passed Unanimously**
- f. A **Motion** by Jones-Leecy second by Hanson to Approve changing a street name to follow the State's NG911 Initiative, to have the road names consistent and make since when there are no corresponding cross streets as recommended by Cass County GIS Specialist. **Motion Passed Unanimously**
- g. A **Motion** by Jones-Leecy second by Hanson to purchase of property located at 222 Second Street NW for \$76,500. **Motion Passed Unanimously**
- h. A **Motion** by Jones-Leecy second by Sevenich to purchase property located at 128 Second Street NW for \$22,500. **Motion Passed Unanimously**

**11) Announcements and Information:**

- a. Expenditure & Revenue Guideline as of December 6, 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 6:37pm. **Motion Passed**

ATTEST:

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Herschel Ogema, Mayor

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Sue Uhrinak, City Clerk-Treasurer