

**MINUTES OF
REGULAR COUNCIL MEETING
WEDNESDAY FEBRUARY 14, 2024**

The Cass Lake City Council held its regular monthly meeting on Wednesday February 14, 2024 at 6:00pm following a working session.

Attendance: Councilors Mike Hanson, Carla Jones-Leecy, Jerry Smith, Annie Sevenich

Absent: Mayor Herschel Ogema

Also in Attendance: Sue Uhrinak, City Clerk-Treasurer, Jason Raymond, Public Works, Chris Sonmor, City Engineer, Brad Rittgers & Bill Conner Cass Co Sheriff's Dept, Ken Moen, Larry Refsland, Jamie Richter, Cass Co Public Health Planner

- 1) **Draft Minutes:** None
- 2) **Consent Agenda**
 - a. Minutes:
 - 1-10-24 Regular Council Meeting Minutes
 - b. Claims & Payroll:
 - Claims # 13918-13973 for \$82,693.34
 - Payroll 1 for \$13,643.53
 - Payroll 2 for \$13,050.88
 - Payroll 3 for \$12,847.79

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

3) **Scheduled Groups or Individuals**

Jamie Richter Public Health Planner for Cass County Health, Human & Veteran's Services gave a presentation on what they are doing relating to the Opioid Class Action Settlement. Had the council do a survey of what they know and what they would like to see about the Opioid problem in Cass County. She will be sending out a pilot survey for Council to complete.

4) **Council Committee Meetings:**

- 1/31/24 Fire Association: Mike
- 1/31/24 Comp Plan Meeting

5) **Special Council Meetings:** None

6) **Department Head Reports:** None

Sue Uhrinak, Clerk-Treasurer:

Got everything ready for Auditor to be here on the 9th, attended Planning meeting January 17, attended Comp Plan & Planning meeting on 1/31, DMV online training, worked on By-Laws for Senior Center, filed annual summary budget to State Auditor, filed annual DNR water usage report, recorded property sales at court house in walker, balanced bank accounts, Utility bills and account maintenance, prepared council packets, processed claims for month, ran checks, payroll, daily business, posted receipts. Will be attending MCFOA Conference March 19 – March 22 in St. Cloud

Cass Lake Day Meeting 2/28 at 4:30pm with Comp Plan Meeting to follow

MINUTES OF REGULAR COUNCIL MEETING

FEBRUARY 14, 2024

PAGE 2

Public Works: Jason Raymond –

Updated Proposal from Core & Main for AMI system for Meters: previously approved in 2023, Bid up by \$14,300 over last years.

A **Motion** by Hanson second by Sevenich to Approve proposal from Core & Main for the upgraded AMI system for water meters & Reading for \$127,200. **Motion Passed Unanimously**

7) **Attorney Reports:** Closed Session at end of meeting Client/Attorney Privilege MS §13D.5, subd 3 (b) regarding NRD Settlement.

8) **Notices & Communications :**

a. Chris Sonmor, monthly Report, and colors & materials for park building. Reviewed options for colors and materials. Should be ready to approve letting out for bids at March meeting. Working with Sue on the RD Apply through USDA for possible funding of next years project.

b. Agenda and information from workforce housing meeting 2-7-24

9) **Old Business:** None

10) **New Business:**

A **Motion** by Hanson second by Smith to Approve **Resolution 05-2024 Relating to the Sale of Property** parcels 85-337-0430, 85-341-0725 & 85-341-0710 for \$1,500 to Leech Lake Financial for the purpose of building new homes through funding they have received. **Motion Passed Unanimously**

A **Motion** by Smith second by Hanson to Approve **Resolution 06-2024 Relating to the Sale of Property** parcels 85-337-0920 & 85-337-0921(Pizzeria) for \$1,000 to Ken Moen for the purpose of constructing a new commercial laundromat with residential apartments on the second floor. **Motion Passed Unanimously**

A **Motion** by Hanson second by Sevenich to Approve **Resolution 03-2024 A Resolution Adopting Sick and Safe Time Policy** as mandated by State Law effective 1-1-2024. **Motion Passed Unanimously**

A **Motion** by Smith second by Hanson to Approve Managed Services Proposal for \$912.00 to provide managed services Firewall for the City computers for a term of 5 years with Arvig Communications. **Motion Passed Unanimously**

A **Motion** by Hanson second by Smith to Approve Proposal from Banyon Data Services for \$4,565 for a Permits & Inspections, Business Licenses and Violations program that interfaces with the current Utility Program and Fund Accounting. **Motion Passed Unanimously**

A **Motion** by Hanson second by Sevenich to Approve **Resolution 04-2024 A Resolution Authorizing City Clerk & City Engineer** to process application for 2024 Wastewater Project Priority List with USDA. **Motion Passed Unanimously**

MINUTES OF REGULAR COUNCIL MEETING

FEBRUARY 14, 2024

PAGE 3

11) Announcements and Information:

- a. Revenue & Expenditure Guideline as of February 8, 2024
- b. Thank you from Initiative Foundation for continued support.
- c.

12) Items Removed from Consent Agenda

13) Groups or Individuals not on the Agenda

A **Motion** by **Hanson** second **Smith** to move into Closed Session Client/Attorney Privilege MS §13D.5, subd 3 (b) regarding NRD Settlement at 6:24pm. **Motion Passed Unanimously**

A **Motion** by **Hanson** second by **Sevenich** to Adjourn Closed Session and return to the Regular Council Meeting at 6:58pm. **Motion Passed Unanimously**

A **Motion** by **Hanson** seconded by **Smith** to Adjourn Regular Session at 6:58pm. **Motion Passed Unanimously**

Carla Jones-Leecy, Acting Mayor

ATTEST:

Sue Uhrinak, City Clerk-Treasurer