

**MINUTES OF  
REGULAR COUNCIL MEETING  
WEDNESDAY APRIL 12, 2023**

The Cass Lake City Council held its regular monthly meeting on Wednesday April 12, 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 Richard Molash

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

A **Motion** by Smith, second by Jones-Leecy to approve Amended agenda to add items: **Motion Passed**

- 1) **Draft Minutes:** None
- 2) **Consent Agenda**
  - a. Minutes:  
03-8-23 Regular Council Meeting Minutes
  - b. Claims & Payroll:  
Claims # 13148 - 13227 FOR \$140,055.68  
Payroll #5 for \$11,808.99  
Payroll #6 for \$11,950.47  
Payroll 1<sup>st</sup> Qtr. Council for \$1,050.00  
Payroll #7 for \$12,112.78
  - c. Investments Listing

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

3) **Scheduled Groups or Individuals**

4) **Council Committee Meetings:**

4-6-23 Property Committee: Cass Lake Days scheduled for August 18 & 19<sup>th</sup>. Next meeting is May 5, check on getting power supply set up for bouncy houses.

5) **Special Council Meetings:**

6) **Department Head Reports:**

**Sue Uhrinak, Clerk-Treasurer:**

Attended various meetings via Team on grant opportunity for demolition of buildings, Workforce Housing, Sourcewell, documents for Rec grant and EPA grant, attended MCFOA Conference, balanced bank accounts, Utility bills and account maintenance, prepared council packets, processed claims for month, ran checks, payroll, daily business, posted receipts.

**Public Works: Jason Raymond –**

7) **Attorney Reports:**

Nothing-

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**8) Notices & Communications:**

- a. Chris Sonmor, monthly report: Submitted Park Grant, will look at the others if this one is funded
- b. LGA notice of support
- c. Minutes from Workforce Housing Meetings
- d. Central Mn Council on Aging open comment period
- e. MN Small Cities Legislative Session Update March 28 & April 4

**9) Old Business:**

- a. Pot Holes, PW doing what they can, it is a every year occurrence
- b. Need cleaning person and Union Negotiations.

**10) New Business:**

A **Motion** by Hanson, second by Jones-Leecy to Approve Comprehensive Planning Proposal from Region 5 Development for \$7,050. **Motion Passed**

A **Motion** by Smith, second by Hanson to Approve Purchase of Tax Forfeit Parcels 85-337-1040 & 1045 (Neises Property) for \$4,099.70. **Motion Passed**

A **Motion** by Hanson, second by Jones-Leecy to Approve Request from Cass Lake-Bena Schools to hang photo banners of Class of 2023 on light polls before May 26, 2023 and to Approve Graduation Parade to take place 6:00pm on Friday May 26, 2023 using route similar to previous year. **Motion Passed**

A **Motion** by Jones-Leecy, second by Hanson to Approve an Amendment to Chapter 50 of the City Code – Utilities to clean up language, rates and responsibilities as drawn up by City Attorney. **Motion Passed**

A **Motion** by Hanson, second by Smith to Approve transfer from General Fund Account to Water & Sewer Investment Funds for a total of \$142,645 per 2022 Audit. **Motion Passed**

A **Motion** by Jones-Leecy, second by Smith to Approve promotion of Jon Tyner to Public Works II position for completion and passing Class D Operator Certification and placement on wage scale at Step 1. **Motion Passed**

A **Motion** by Smith, second by Jones-Leecy to Approve closure of City Hall on Friday May 12, 2023 due to staffing conflict. **Motion Passed**

A **Motion** by Jones-Leecy, second by Hanson to Approve **Resolution 03-2023 Local Trail Connections Grant application.** **Motion Passed**

A **Motion** by Hanson, second by Smith to Approve submitting grant Application to Sourcewell for up to \$50,000 for Community Impact funding to assist in replacement of handheld meter reader and 200 water meters. **Motion Passed**

A **Motion** by Smith, second by Jones-Leecy to Approve **Resolution 04-2023 Community Impact Funding Application** for funding replacement of handheld meter reader and 200 meters. **Motion Passed**

A **Motion** by Smith, second by Hanson to Approve Owner-Occupied Rehabilitation Policies and Procedural Guide for DEED Grant. **Motion Passed**

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**A Motion** by Jones-Leecy, second by Hanson to Approve DEED Grant Application SCD-23-01 for \$22,000.  
**Motion Passed**

**11) Announcements and Information:**

- a. Revenue & Expenditure Guideline as of April 6, 2023
- b. City Wide Clean-up Day with Pike Bay Saturday May 6, 2023 7am-Noon

**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 6:25pm. **Motion Passed**

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**Herschel Ogema, Mayor**

**ATTEST:**

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**Sue Uhrinak, City Clerk-Treasurer**