

**MINUTES OF
REGULAR COUNCIL MEETING
WEDNESDAY APRIL 13, 2022**

The Cass Lake City Council held its regular monthly meeting on Wednesday April 13, 2022 at 6:00pm following a working session at the Cass Lake Municipal Center.

Mayor Herschel Ogema called the meeting to order at 6:00pm

Attendance: Mayor Herschel Ogema, Councilors Mike Hanson, Carla Jones-Leecy, David A. Fineday Jr.
Absent: Councilor Richard Molash Sr.

Also in Attendance: Sue Uhrinak, City Clerk-Treasurer, Jason Raymond, Public Works, Allan Olson CL Times, Brad Rittgers & Afton Cass Co. Sheriff's Dept, BJ from Region 5, Chris Sonmor and Tyson from Moore Engineering

- 1) **Draft Minutes:** None
- 2) **Consent Agenda**
 - a. Minutes:
 - 3-9-22 Regular Council Meeting Minutes
 - b. Claims & Payroll:
 - Claims # 12347-12414 for \$99,859.33
 - Payroll 5 for \$11,059.51
 - Payroll 6 for \$10,185.31
 - Payroll 7 for \$9,776.01
 - 1st Qtr. Council Payroll for \$1,125.00

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

3) Scheduled Groups or Individuals

BJ from Region 5 presented the draft Energy and Environmental Plan that they have been working on with the city and several other members of the community. The 30-day comment period ended today and there were no comments from the public received, so this will now become the final report. The city will be provided with \$15,000 in seed money to be used on the 14 identified projects that came out of the planning team.

4) Council Committee Meetings:

5) Special Committee Meetings:

6) Department Head Reports:

Sue Uhrinak, Clerk-Treasurer:

Attended monthly DVS-DPS Webinars, Zoom County Board Meeting on application for ARAP Funds for Small Cities Grant of \$50,000, attended meeting on Cass County Housing plan and others for housing in Cass Lake, attended MCFOA Conference in St. Cloud March 22-25, bid opening for city hall remodel, monthly census reporting, balanced bank accounts, Utility bills and account maintenance, prepared council packets, attended meeting, processed claims for month, ran checks, payroll, daily business, posted receipts. Will be attending Brownsfield & Beyond Workshop April 28 & 29th in Breezy Point. Also met with Sourcewell and they have a couple grant programs that we can apply for that can be applied to the remodel project. They will not be able to complete our updated Comprehensive Plan, but will be talking with Region 5 to take of this project.

Public Works: Jason Raymond – report attached

Minutes of Regular City Council Meeting

April 13, 2022

Page 2

7) Attorney Reports:

Closed Session at end of meeting Pursuant to MS 13D.5, subd 3 (b) Attorney Client/Privilege

8) Notices & Communications:

a. Monthly Engineer Report: Brief report from WSB on 3 projects. Chris Sonmor attended and reported that he has officially started work for Moore Engineering and will be happy to follow up on the current projects if the city wants. Chris also supplied information on the transition to Moore and what services Moore can provide to the city if they wish. City Clerk Uhrinak explained that the preference would be to continue to have Chris as the City Engineer and to send a letter to WSB to cancel our current agreement and to engage Moore as the new city engineer. Uhrinak stated that in most cases when an engineer leaves a firm, the client usually follows the engineer especially if they are the only one that has worked with the client. Currently WSB does not have anyone closer than St. Could that would be able to attend meetings and work on our projects. Moore has an office right in Bemidji. Councilor Hanson commented that it would make sense to keep Chris as our engineer.

b. Email from Keith Karnes, Forest Manager on tree planting.

9) Old Business:

10) New Business:

A **Motion** by Hanson, second by Fineday to Approve sale of Parcel 85-350-0230 for \$5,200 to Gordon & Patti Giffen for construction of new home. **Motion Passed**

A **Motion** by Hanson, second by Jones-Leecy to Approve Energy and Environment plan prepared by Region 5 Development Commission. **Motion Passed**

c. Informational: Bid for City Hall Remodel came in at \$96,956. Contract has been signed and work should begin Week of April 18th with the Sheriff's Department side. Followed with the Clerk's office side June 9. We will be moving into the meeting room and directing all customers to enter through the meeting room door and keep the front door closed off due to construction. If all goes well, completion will be July 8 with everything done except the counter top which will be approximately August 17. Samples are available for the carpet and flooring. In review of the carpet, the Meeting room should be done also to keep every thing uniform and especially since the bid came in under budget.

A **Motion** by Hanson, second by Jones-Leecy to send letter to WSB to cancel Engineering Agreement. **Motion Passed**

A **Motion** by Hanson, second by Jones-Leecy to engage Moore Engineering for the City's new Engineer Firm. **Motion Passed**

A **Motion** by Hanson, second by Fineday to allow the school to put up banners for the Senior Class of 2022 again this year and to host a parade.

City Clerk Uhrinak updated council on the downtown development meetings and upcoming meetings to kick off the events. Need a volunteer to work a booth for Earth Day April 22 at the Boys & Girls Club with Brandi Toft. Community Visioning meeting will be May 9th, 5-7pm at the Casino. Also, Ken Moen, HRA Director informed the city that they are acquiring the Pizzeria, Neises Store and the apartment building from Kingdom Come Ministries and working on grants for demolition and development of the properties. Will keep the city in the loop to work together to get the tasks done.

Minutes of Regular Council Meeting

April 13, 2022

Page 3

11) Announcements and Information:

- a. Revenue & Expenditure Guideline as of April 7, 2022

12) Items Removed from Consent Agenda

13) Groups or Individuals not on the Agenda

A Motion by Hanson, seconded by Fineday to move into Closed Session with Sara Peterson, Pursuant to MS 13D.5, subd 3 (b) Attorney Client/Privilege at 6:20pm. **Motion Passed**

A Motion by Hanson, seconded by Fineday to Adjourn Closed Session at 6:37pm and return to Regular Session. **Motion Passed**

A Motion by Hanson, seconded by Jones-Leecy to Adjourn Regular Session at 6:37pm. **Motion Passed**

Herschel Ogema, Mayor

ATTEST:

Sue Uhrinak, City Clerk-Treasurer