

December 1, 2016

The regular meeting of the Cuyuna City Council was held at 7:00 pm in City Hall. Present were Mayor Brix and council members Z.Brix, Eisen, Stockard, and Zontelli. Mayor Brix led the Pledge of Allegiance.

Motion by Z. Brix to approve the minutes of the November 3, 2016 regular council meeting and the November 15, 2016 continued meeting. Second by Zontelli. Motion carried unanimously.

Motion by Stockard to approve payment of the invoices and the forthcoming regular monthly invoices. Second by Z.Brix. Motion carried unanimously.

Fire Chief Report:

- Fire Chief Dirkes presented the monthly report. 1 fire call in Cuyuna, 2 First Responder calls in Cuyuna.
- Reported he and the Fire Marshall conducted an inspection of the apartment building and sent the property owners a notice of deficiencies to be corrected by January 1, 2017. The City and the Fire Chief received a copy also.

Water and Sewer Report:

- No issues reported for the SLSSD or the city water and sewer infrastructure.
- The SLSSD new rate structure is in effect for the district's cities.

Building Construction Activities:

- The building inspector reported all current construction projects in the city have the proper permits and the fees have been paid. Reported there were 10 permits issued in 2016 for various types of construction.
- Suggested additional information and forms regarding building and other permits be placed on the Cuyuna website.

Police Chief Report:

- Chief Jesse Smith presented the monthly report to the Council. The department assisted the CWC sheriff department during the month, issued several vehicular warning, was present for a medical assist, and also on duty during the recent snow emergency.
- The department handed out candy again for Halloween. Candy was donated by Joan Smith.
- Investigated the report of unlicensed cars being brought onto a property in Cuyuna. Council reviewed the draft letter to be sent to the property owner and approved sending it.

Engineer Report:

- Tim Houle, WSN Engineering, was present to report on the sanitary sewer project later in the meeting as an agenda item.

Attorney Report:

- Reviewed the Powderhouse Road status and recommended against accepting the road without improvements per road specifications. Also advised the city should not be performing

maintenance. However, the city could consider several options such as having the residents on the road pay for the maintenance or establishing a “minimum maintenance road”. Council member Z. Brix noted the road does not have ditches and there would be trees and dirt to remove. Council member Zontelli stated the city could not take over the road in its present condition. Council agreed the entry from the county road was made unsafe after the changes many years ago. More information and cost options need to be gathered by the council and then meet with the residents on the road.

- Shared he has been the city attorney for 20 years.
- Will research fire code violations.

Cuyuna Lakes Chamber:

- The Chamber sponsored Christmas in the Park is scheduled for early December. The annual Serpent Lake Ice Fishing contest is scheduled the first week in February.

Unfinished Business:

- Tim Houle presented information on the sanitary sewer project. He asked the council to approve advertising for bids. The advertising period would be 30 days with expected bid opening in the middle of January. Bids would be reviewed during January/February and a bid awarded sometime in February or March. Council member Eisen inquired about sidewalks impacted by the construction. The project plan does not call for replacement of sidewalks, curb, or gutter. Council member Z. Brix said many of the sidewalks are in poor condition and covering the impacted areas with dirt and grass is better anyway. Also, the project scope and funding allows for only a 10 foot strip of bituminous to be replaced over the replacement lines. Council discussed possibly reducing the width of some street tops.
- **Motion by Zontelli to proceed with advertising for bids within the time frame recommended by Rural Development. Second by Stockard. Motion carried unanimously.**
- Tim Houle recommended a workshop for the council to share the steps going forward for the project, interim financing, and residential lateral lines connecting to the sanitary sewer project.
- **Motion by Zontelli to hold the work shop January 5, 2017 in City Hall at 6:00 pm. Second by Stockard. Motion carried unanimously.**
- Tim Houle also suggested the city appoint one councilmember or the mayor as point person for the project.

New Business:

- Resident Greg Knutson and son, Liam, presented a complaint their street was not receiving proper snow plowing services from the city subcontractor, Holmwig Excavating. They stated the snowplow only makes one pass on their street and doesn't plow in front of the mailbox. Mayor Brix noted the complaint and would discuss with the subcontractor. Both Mayor Brix and council member Z. Brix said the recent snow event was extreme and many areas in Crow Wing County took several days to finish the snowplowing. Council member Z. Brix shared the blade width of the plow is 12 feet and a number of city streets have a road surface of 14 feet. Additionally, in such an extreme snow event, road subcontractors often make a first pass to allow for emergency vehicles and then finish up the streets later.
- **Motion by Stockard to approve the Woodtick Rest Stop liquor license application for 2017. Same fees as in 2016. \$100 for off-sale, \$1,300 for on-sale, and \$100 for Sunday liquor. Second by Eisen. Motion carried unanimously.**

- **Motion by Zontelli to send a letter of support for the Cuyuna Mountain Bike Crew. Second by Eisen. Motion carried with council member Z. Brix opposed.**
- **Motion by Z. Brix to set the final 2017 budget at \$233,000. Second by Stockard. Motion carried unanimously.**
- **Motion by Stockard to set the final 2017 General Levy at \$152,600, the Fire Equipment Levy at \$5,000, and the Police Equipment Levy at \$10,000. Second by Z. Brix. Motion carried unanimously.**
- Council discussed the financing for the approved purchase of a new police vehicle. Reviewed area rate quotes from city approved depositories.
- **Motion by Zontelli to proceed with a car loan from the lowest quote provider. Deerwood Bank at 2.43%. Loan duration of 4 years. Second by Stockard. Motion carried unanimously.**
- Clerk shared a freedom of information request has been made of the city. Clerk reviewed with the city attorney and will provide the information and invoice as allowed for the services.

Adjournment:

- **Motion by Eisen to adjourn. Second by Stockard. Motion carried unanimously.**

William F Bedard
Clerk

Lloyd Brix
Mayor.

Approved