

August 2, 2018

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, and Zontelli. Council member Stockard was absent. Mayor Brix led the Pledge of allegiance.

Motion by Zontelli to approve the minutes of the July 5, 2018 regular council meeting.

Second by Z. Brix. Motion carried unanimously.

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

Fire Chief Report:

- Fire Captain Jason Jones provided the departmental monthly report. There were no fire call outs for the month. There were several First Responder calls for the month; 2 in Cuyuna and 3 in Rabbit Lake Township.
- The department will have two training events for the month. Auto extraction and a simulated burn trailer.
- The F350 truck for the department is expected to deliver the end of August or first part of September.
- The department is advertising for additional new members as its membership is now 19.

Water and Sewer Report:

- No issues were reported with the city sewer and water system.
- The repairs to the pumphouse will be mid-August and will take 2-3 weeks to complete. Contractor will coordinate with the City Water Operator and the City Engineer.

Building Construction Activities:

- 3 inquiries on building homes in Cuyuna. Information supplied to the individuals.

Police Chief Report:

- Police Chief Jesse Smith presented the monthly report to the Council. There were several warnings for speed, response to neighbor's property disputes, vehicle climbing the hill by the water tower, welfare check, trespassing, and patrol of campground. No action required from the council.
- Chief provided an inventory of signs in the city, new signs and locations needed, signs to be removed, repair of signs and posts. City will ask if the county can install signs.

Engineer Report:

- Tim Houle and Tony Pohl of WSN&A were present. Discussion in Unfinished Business section of agenda.

Attorney Report:

- Attorney Bender shared he filed the document for the updated legal description for the property swap between the City and the private individual. Several other communications for city issues.

Campground Report:

- The campground and pump track continue to receive very favorable reviews; cleanliness of bathroom and shower, well-kept campground lawn, large size RV sites, not crowded, quiet, and easy to get to the area recreational sites and businesses. The RV sites have been full each weekend, and many of the tent sites are also filled.
- Clerk discussed adding information on the Park Campground Signs directing people to make their reservations online. Some people drive in and don't know how the process works to reserve a campsite. On occasion they pitch a tent or RV and assume a campground attendant will stop by at some point to arrange payment.
- **Motion by Z. Brix to add the on-line reservation information to the signs for \$85. Second by Zontelli. Motion carried unanimously.**

Website Report:

- The website administrator is making changes to the city's web pages for the campground and documents. Clerk will follow up again and encourage completion of the process.

Cuyuna Lakes Chamber:

- Cuyuna Mountain Bike Series "Crusher" event is upcoming. Over 500 racers registered.

Unfinished Business:

- The council reviewed with the city engineer the punch list work completed by Tom's Backhoe for the sanitary sewer project. Tracer wire testing and televising of the in-line portion of the project are still open. Grass still needs to be vigorously established before payment.
- The Council discussed the non-compliant private lateral sanitary lines. WSN sent the thumb drives to the city clerk who will disburse to property owners as requested. Clerk will field and direct questions on repair/replacement to WSN. Clerk shared he sent several thumb drives out, received communications from several residents who need to fix their lines, and forwarded to WSN. The clerk has not received notification from any of the affected property owners regarding starting their replacement project for the non-conforming lines. A no-charge permit is required from the city.
- Mayor Brix, council member Eisen, clerk Bedard, and city engineer Tim Houle met with Rural Development to understand the processes and options available to replace the existing water system including well and tower. Rural Development looks at the economic feasibility of such a project and whether the city and its users can afford the required user rates and repayment plan for loans. It uses a fair share formula for the project costs, reviews the users' median income, and evaluates the maximum loan amount the city can pay back. It provided the city several scenarios for grant/loan ratios. The city would need to obtain close to the grant funding ratio obtained for the sanitary sewer project to make the water system project feasible. The first step would be to apply for a grant from Rural Development to offset most of the costs to evaluate what financing is available. The grant would cover 50-75% of the cost for the PER/ER. The PER/ER cost could be \$15,000 to \$20,000. Tim and the council also discussed the fact the Cuyuna water tower is on the historical register which would require a special process if the city wished to have it replaced. Additionally, the council and Tim Houle discussed the alternative practice of piece meal fixing the water system as issues arise.
- **Motion by Eisen to complete an application with Rural Development for funds to help offset the cost of the PER/ER. Second by Z. Brix. Motion carried unanimously.**

New Business:

- Council discussed the Crow Wing County All-Hazard Mitigation Plan.
- **Motion by Z. Brix to approve the Crow Wing County All-Hazard Mitigation Plan. Second by Eisen. Motion carried unanimously.**
- Clerk presented information on the necessary work in the city hall to meet the handicap accessibility requirements. There are several improvements required to be made per Rural Development as part of their initial grant which paid for 75% of the sanitary sewer project's PER/ER. Typically, the work must be completed in 5 years from issuance of the grant, but as the sanitary sewer project was delayed, the city has into 2019 to complete. One bathroom must be handicap accessible, several thresholds need to be modified, the inside ramp incline lowered, and a parking spot created outside.
- Council discussed trees on CSAH#31 that might block traffic if they fell under weight of snow and several low hanging limbs along the city sidewalk from trees that may be in the ROW. Clerk to contact the county to inspect.
- Clerk advise council on delinquent water/sewer accounts.
- Filing period for candidates for city offices is July 31-August 14. Mayor and 2 council positions are open.
- Clerk completed the required election training and MPCA courses to administer the process for septic system permits.
- Council will set the preliminary 2019 budget and levies at its September meeting.

Motion by Eisen to adjourn. Second by Zontelli. Motion carried unanimously.

William F Bedard
Clerk

Lloyd Brix
Mayor.