

Minutes

MONTHLY CITY OF BEAVER BAY COUNCIL MEETING 6:00 p.m. January 3, 2023

Council Present: Mayor Gmach, Council Persons: Kindstrand, Maxwell, McDonald and VanNort.

Staff Present: Admin/Clerk/Treasurer Anderson.

Public Present: Tom Harris and Susan Holm.

Call to Order: 6:00 p.m.

Approval, changes, additions, deletions to agenda: A motion was made to accept the agenda as printed by Kindstrand seconded by Maxwell. Vote: Aye 5, Nay 0. Motion carried.

Approval of Minutes: A motion was made to approve the Regular Council December 6, 2022 meeting minutes as written by Kindstrand and seconded by Maxwell. Vote: Aye 5, Nay 0. Motion carried.

City Clerk, Council and Committee Reports.

Clerks Report: See Attachment A

Green Door:

Public Works Report: Repair Front suspension on Chev. Working on repairs of 5 lift Stations. There is possible coverage for repairs to 2 from LMC ins. Staff is working on repairing a broken water line.

MSA: Task Order review

Old Business:

None

New Business:

1. Resolution 2023-001 Annual Designations: A motion was made to appoint Buddy Kindstrand as the acting Mayor for 2023 Maxwell and seconded by Gmach. Vote: Aye 5, Nay 0. Motion carried. After review a motion was made to pass Resolution 2023-001 by Kindstrand and seconded by McDonald. Vote: Gmach Aye, McDonald Aye, Kindstrand Aye, Maxwell Aye and VanNort Aye. Resolution 2023-001 passes.
2. 2023 meeting schedule. After review of the drafted 2023 meeting schedule a motion was made to accept as presented by Gmach and Seconded by Maxwell. Vote: Aye 5, Nay 0. Motion carried.
3. Renewal of Holiday Station Tobacco License. A motion was made to renew the Holiday Station Stores Cigarette License to sell tobacco products by Gmach seconded by Kindstrand. Vote: Aye 5, Nay 0. Motion carried.
4. Employees nearing carryover unable to use vacation. It was pointed out that due to staff changes and shortages some staff is finding it difficult to take time off and is approaching the April 1 anniversary roll over date with more than 10 days accumulated. The council agreed to encourage staff to use time as much as possible and will address the issue closer to the rollover date.

Public Comments: None

Correspondence: None

Claims List:

Claims: #11144 through # 11168 December 12, 2022 In the Amount of: **\$15,970.36**

Claims: #11169 through # 11187 December 27, 2022 In the Amount of: **\$18,925.37**

Payroll: 12/19/2022 Checks: **\$3,127.98** Direct Deposit: **\$5101.59** Council: **\$1,846.99**

Election Judge: **\$1018.18**

Payroll: 01/02/2023 Checks: **\$3,396.88** Direct Deposit: **\$5037.75**

After review of the claims, electronic payments and payroll lists a motion to approve them was made by McDonald and seconded by VanNort. Vote: Aye 5, Nay 0. **Motion passed**

Adjourn: A motion to adjourn was made by Gmach and seconded by Kinstrand. Vote: Aye 4, Nay 0. **Motion passed.** **Time:** 7:22 p.m.

Mayor: _____ **Clerk** _____

Attachment A. City Council Minutes

City of Beaver Bay Clerks Report January 3, 2023

1. **Parks & Recreation and Beautification.** County proposed park & Rec for 2023 \$6,400
2. **Water intake project:** Announcement that Federally Directed Funding sponsored by Senators Klobachar and Smith passed for \$432,000 and at this we are waiting for further instructions from the congressional delegation..
3. **Monthly Reports:** MN State Withholding Tax, MN Sales and Use Tax, MPCA DMR, Bi-Weekly Federal Withholding Tax, and PERA bi-weekly payments are up to date. **Quarterly reports:** 941 IRS, MN State quarterly withholding, MN Unemployment, Building Permit Report. **Annual Reports:** PERA Leave Report, 2022 Final Budget, 2022 Final Levy, Working on W-2 W-3 and 1099's for 2022.
4. **Meetings attended:**
5. **Community Center.** Community Center used times in December.
6. **General Fund Bank Accounts:** Park State Bank city general account reconciled not able with a balance of \$1,078,360.55 as of the end of December. North Shore Credit Union Fire Relief Savings reconciled November with Balance of \$130,057.68. Electronic payments for December not reconciled.
7. **Zoning and Building Permits:** Updated zoning for Storage garages at Cove Point Glamping. Jim Rich and Gary Thompson have invoiced and have been paid for 2022.
8. Working on preparing W2 and 1099 NEC forms to send out.
9. Prepping paperwork for Audit.
10. Sent out paperwork to Cove Point, Cove Point Crossing, Red Raven, Tracks N Racks and Lemon Wolf to begin Liquor License Renewal for 4/1/2023 through 3/31/2024.
11. Insurance: Dividend on 2022 Liability Insurance \$1539.00 Claims submitted for 2 lift station pumps under equipment breakdown insurance through LMC.
12. Compliance: Registered Letter sent on Napper complaint and he has moved the truck and is working on the excavator. Complaint on vehicles' in right of way has been partially corrected and owner is working on removing the 2nd vehicle.
13. MPCA compliance agreement has been completed and accepted and letter from MPCA will be forth coming. All paperwork has been forwarded for review.
14. New possible option for EV charging station

City of Beaver Bay

Cash Control Statement

1/3/2023

For the Period : 12/1/2022 To 12/31/2022

Name of Fund	Beginning Balance	Total Receipts	Total Disbursed	Ending Balance	Less Deposits In Transit	Plus Outstanding Checks	Total Per Bank Statement
General Fund	\$1,086,709.64	\$132,075.62	\$27,318.36	\$1,191,466.90	\$0.00	\$4,042.38	\$1,195,509.28
Parks and Recreation	\$17,910.38	\$0.00	\$0.00	\$17,910.38	\$0.00	\$0.00	\$17,910.38
Cemetery	\$4,615.70	\$500.00	\$0.00	\$5,115.70	\$0.00	\$0.00	\$5,115.70
City Beautification	\$10,207.48	\$0.00	\$0.00	\$10,207.48	\$0.00	\$0.00	\$10,207.48
General Debt Service (Identify)	(\$133,372.06)	\$0.00	\$0.00	(\$133,372.06)	\$0.00	\$0.00	(\$133,372.06)
Debt Service Sewer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service Water	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Debt Service Sewer- MPFA	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Sewer- Replacement Fund	(\$5,610.00)	\$0.00	\$0.00	(\$5,610.00)	\$0.00	\$0.00	(\$5,610.00)
Perpetual Care	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
ENTERPRISE FUNDS (601 through 699)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Water	(\$461,585.62)	\$9,324.45	\$5,896.46	(\$458,157.63)	\$0.00	\$0.00	(\$458,157.63)
Sewage Collection and Disposal	\$269,615.37	\$5,715.04	\$5,806.84	\$269,523.57	\$0.00	\$396.00	\$269,919.57
Municipal Liquor Store	\$133,623.58	\$31,910.95	\$30,869.89	\$134,664.64	\$0.00	\$3,296.07	\$137,960.71
Econ Dev Authority	\$38,877.12	\$0.00	\$0.00	\$38,877.12	\$0.00	\$0.00	\$38,877.12
Total	\$960,991.59	\$179,526.06	\$69,891.55	\$1,070,626.10	\$0.00	\$7,734.45	\$1,078,360.55

