

Minutes
BI-MONTHLY CITY OF BEAVER BAY COUNCIL MEETING
711 MacDonald Avenue, Beaver Bay, MN
March 18, 2025
6:00 p.m.

Council Present: Korpi, Maxwell, Gmach, Olson

Council Absent: Kindstrand

Staff Present: Walsh

Public Present: Judy Gmach, Ellie Korpi, Scott Johnson, Tom Harris, Krystal Lynn, Susan Holmes, Tedi Kytola, Dan and Kayla Cahill Matthews, Jodi Reineccius

Call to Order: 6:00 p.m.
Mayor Gmach

Pledge of Allegiance

Prayer: Jim Korpi

Approval, changes, additions, and deletions to the agenda

Additions:

1. Jim Baker Resignation
2. Approve Financial help from Tedi Kytola
3. Resolution for council vacancy
4. Krystal Lynn request to fill council seat vacancy
5. Approve Food Truck Lease license

Motion to approve agenda with additions

Motion: Korpi

Second: Maxwell

All approved.

Approval of Minutes:

March 4, 2025

Motion to approve minutes with changes in Costley retainer fee of \$2500/month.

Motion: Maxwell

Second: Olson

All approved.

Presentations: Motion to approve hiring Tim Costley as our city attorney.

Motion: Maxwell

Second: Olson

All approved.

Department Reports (City Clerk, Council, and Committee):

City Clerk: Nothing to report as Mr. Anderson was on vacation

Green Door

1. Electrical: Green Door has received two quotes for working on the electric. Holden Electric's quote was \$11,870; NorEast Electric quote was \$9,668. Motion to proceed with starting the work with the electrical with NorEast Electric where the council will approve the bid at the next meeting via Resolution.

Motion: Gmach

Second: Maxwell

All approved.

2. Floors: Health inspector stated the Green Door has until Dec. 1, 2025 to repair floors in areas that are of concern. Green Door states the repair will take at least a week and would want to do the repair in Nov. Councilperson Maxwell will contact contractors for bids.

Motion:

Second:

3. Pull-tabs petty cash: Green Door manager Walsh stated there are times when the Pull Tab box goes into negative (more payouts than tabs sold) and would like to have a petty cash to handle these situations. The petty cash will be reconciled as part of the daily activities and kept in the safe.

Motion to approve separate \$400 petty cash box for pull tabs.

Motion: Gmach

Second: Olson

All approved.

4. Additional Cameras: Green Door manager Walsh is requesting 4 additional cameras to be placed at the Green Door where there would be a total of 4 cameras inside and 2-3 cameras outside. There was a question asked to Attorney Costley about whether there should be cameras and he stated if council wants a recommendation about cameras, they need to ask for it. Mayor Gmach will check with IRN about adding additional cameras.

Motion:

Second:

HR Committee

1. City Clerk position: HR Committee has had one second interview and needs to reschedule the other 2nd interview. No recommendation at this time. City would like job to be reposted on League of Minnesota Cities, Indeed.com, and Northshore Journal until position is filled.

Motion:

Second:

2. Background checks: Attorney Costley stated Silver Bay only does background checks on police officers; not background checks for hiring. Mr. Harris will contact Cammy Young at the county to see if she can do it. Ms. Korpi stated she had talked to someone at the mining company who does background checks for \$100 and will contact her for more information. Ms. Holmes also suggested using Equifax.

Motion:

Second:

City Attorney

1. Food Truck Lease Agreement Baptism River Schedule/lease agreement: Lease agreement is fine. Mr. Costley wanted to put this into new business to approve Baptism River Contract as it is an action item.

Motion:

Second:

2. Committee Resolution: Tabled until Mr. Costley reviews.

Motion:

Second:

3. Past payroll overpayments: City's mistakes with Holiday pay in 2024. Can the city correct or go back? Talk to employee, if agree or not? Do by Resolution for Council to vote.

Motion:

Second:

4. Former Clerk/Treasurer actions: Councilperson's concern about former City Clerk suing the city. Attorney Costley stated the city cannot do anything until the lawsuit is filed. Also, former clerk was paid more salary than she should have been; send letter to employee stating findings and see response. Attorney Costley will help with letter.

Motion:

Second:

5. Attorney Costley requested the Council to change their meeting dates to the first and third Mondays of the month to coincide with Silver Bay. This will need to be done via a Resolution with a thirty-day notice. The next council meeting will be Tuesday, April 8, 2025 as published.

Resolution 2025-005, Modify City Council meetings effective Monday, April 21, 2025 to be the first and third Mondays at 5:00 p.m.

Roll Call: Maxwell: Aye, Korpi: Aye, Gmach: Aye, Olson: Aye

Old Business:

1. Cameras: Tabled as Councilperson stated Gary Thompson forgot to investigate this.

Motion:

Second:

2. Paylocity Trial Results: Tabled as Councilperson Korpi stated he needs more time to investigate this.

Motion:

Second:

3. Jason Huckle request for raise: Council would prefer Mr. Huckle to get a pay raise of \$2.00/hour where Mr. Huckle would receive additional pay wages to be done in a "step up" manner and continues to work on fulfilling all the jobs per his job description. Motion to approve a raise for Jason Huckle to \$20.00 per hour.

Motion: Korpi

Second: Olson

All approved.

New Business:

1. Green Door Assistant Manager Status: Part time or Full time: In reviewing the 2024 financials, it was brought to the attention of the council that the assistant manager of the Green Door, Ms. Bockovich, had worked an average of 58 hours per pay period, but was receiving full time benefits. Mayor Gmach will discuss with Ms. Walsh that Ms. Bockovich will either need to work more hours (75 hours per pay period), or be put into a part-time position.
2. Two-One-Ate Awning request: Tabled. City wants to look at the lease and have Two-One-Ate contact the building inspector regarding their proposal.
3. North Shore Federal Credit Union: Request to transfer \$35,000 from the Fireman’s fund savings account to a CD. This request needs to be made in a Resolution.
4. License Approvals: Tabled. These requests need to be made in a Resolution and are contingent upon passing the Liquor License Background Check done by the County.
 - a. Cove Point Lodge
Motion: _____ **Second:** _____
 - b. Cove Point Crossings
Motion: _____ **Second:** _____
5. May Clean-up Day: Ms Gmach informed the Council that Lake County Recycling Center will be having a Spring Clean-up Day where the County is looking for volunteers to help and would this be something the City would like to participate in with the residents. More information will follow, and things are not finalized, but what we know now is: The event is set for Saturday, May 3, 2025 – 9:00 -1:00
It is for residents of Lake County only.
It will take E-Waste (electronics), standard tires, appliances. They are working on mattresses (need approval from Goodwill).
It will not take furniture, trash, or hazardous waste.
The event will be \$20.00 vehicle plus \$20/trailer and free to seniors over the age of 65.
Ms. Gmach suggested to have a committee to get citizen involvement and perhaps have citizens help with transport of items to be disposed of.
Councilperson Olson also suggested doing an Exchange day as well.
Ms. Gmach and Mr. Harris will discuss further.
6. Hire Tedi Kytola: Tabled. This needs to be done via Resolution.
Council would like to temporarily hire Tedi Kytola at \$40/hour for financial oversight on city finances and to work with Tim Anderson as needed.
7. Resolution for Vacant Council position:
Resolution 2025-004 was presented to declare a council vacancy due to Councilperson Kindstrand’s absence for more than 90 days. Attorney Costley stated as this position has

under two years before it ends, the city needs to make a provision to appoint a person to sit in that seat until the next general election.

The City needs to post the position in the paper for 30 days and accept applications from those interested in applying for the council seat. The Council will then interview the candidates with a list of questions and vote, which can be done at the regular council meeting.

The discussion was to have a cut-off day/time of April 17, 2025 at 4:00 p.m., but if the add doesn't go into the paper until next week, March 27, shouldn't 30 days from there be April 26, which is a Saturday?

Roll Call: Maxwell: Aye, Gmach: Aye, Korpi: Aye, Olson: Aye

8. Jim Baker Resignation: Mr. Baker, City Maintenance Supervisor, put in his two-week notice. A Hiring Committee of Councilpersons Korpi and Olson, along with Mr. Harris was established to oversee the hiring of Mr. Baker's replacement as well as update the job description and post the position.

Motion to accept Mr. Baker's resignation, with regrets.

Motion: Olson

Second: Korpi

9. Resolution for Approve Food Truck with Lease: Tabled as a Resolution needs to be created.

Public Comments: There was concern from citizens about putting money into the Green Door and the structural integrity of the facility.

Correspondence: None

Claims List:

Approval of Claims:

Motion: Korpi

Second: Maxwell

All approved.

Approval of Payroll:

Motion: Korpi

Second: Olson

All approved.

Adjourn: 8:15 p.m.

Motion: Olson

Second: Korpi

Tim Anderson, City Clerk

Tom Gmach, Mayor