

**Minutes**  
**BI-MONTHLY CITY OF BEAVER BAY COUNCIL MEETING**  
**711 MacDonald Avenue, Beaver Bay, MN**  
**March 4, 2025**  
**6:00 p.m.**

**Council Present:** Maxwell, Gmach, Olson, Korpi

**Council Absent:** Kindstrand

**Staff Present:** Walsh, Anderson

**Public Present:** Judy Gmach, Tom Harris, Susan Holmes, Krystal Lynn, Scott Johnson, Rhonda Raymond, Isabelle Singleton, Ellie Korpi, Von Borg,

**Call to Order:** Mayor Gmach

**Pledge of Allegiance**

**Prayer:** Pastor John

**Approval, changes, additions, and deletions to the agenda**

Councilperson Korpi wanted to give financial update of city as an addition.

**Motion:** Maxwell

**Second:** Korpi

Vote: Aye: 4, Nay, 0. Motion Passed.

**Approval of Minutes:**

**February 18, 2025**

**Motion:** Korpi

**Second:** Maxwell

Vote: Aye: 4, Nay, 0. Motion Passed.

**February 24, 2025 Special Meeting**

**Motion:** Korpi

**Second:** Olson

Vote: Aye: 4, Nay, 0. Motion Passed.

**Presentations:** None

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

**City Clerk:**

Mr. Anderson is making sure items are being done such as Pay Equity Report, Water Permit, 1099's, 2025 Renewal for City Health Insurance (needs to be reviewed), Background Checks request, Unit 3 request (to be added to agenda later on), PERA, Sales Tax, Audit, and other requirements (see attached).

## **Green Door**

### **1. Electrical**

Ms. Walsh said she had two companies come to go over the electrical at the Green Door. They have received one quote back and are waiting for the second one. Ms. Maxwell stated Mr. Tibbetts is too busy to do the job.

### **2. Lovin' Lake County**

Ms. Walsh discussed on funding from Lovin' Lake County works on how their funding affects the numbers at the Green Door. Funding is applied for ahead of time and Lovin' Lake County pays for bands and Lovin' Lake County provides tremendous financial assistance for the Smelt Fry and Herring Fest. Lovin' Lake County may be changing their funding for the year; Ms. Walsh will look into it further.

### **3. Floors**

Ms. Walsh stated the Health Inspector has brought to the attention that the floors in the Green Door are in need of repair and against health code. Ms. Walsh will reach out to find out their timeline of when to get this done. Recommendations? Epoxy? Councilperson Maxwell volunteered to call Jessie Wartman.

## **HR Committee**

### **1. Interviewing**

Interviewing committee has called to set up interviews later this week.

Wage: Recommending \$55,000 - \$58,000 annual salary range plus benefits. Council will approve when someone is hired.

### **2. Background Checks**

Silver Bay put the request on their agenda to have Silver Bay police chief, Cole Ernest, do background checks for the City of Beaver Bay. Silver Bay tabled this request upon approval from their city attorney.

## **Financial Report**

Ms. Kytola reconciled bank statement for January, 2025 and it balances to within \$281 more than bank statement. Cash control statement for city is accurate.

## **Old Business:**

### **1. City Attorney - Tim Costley**

Motion to hire Tim Costley as Attorney for the city for six months on a retainer at \$3500/month.

**Motion:** Korpi

**Second:** Olson

Vote: Aye: 4, Nay: 0. Motion Passed.

### **2. PA System**

Mr. Harris found the microphones.

Transcription: recommended to google for transcription.

**3. Security System**

Councilperson Olson talked with Gary Thompson about security system. He has not gotten back to her. Mayor Gmach left a message with IRN and he, too, has not gotten back. The security system should be tied into the other security systems.

**4. Green Door Electrical**

Already discussed.

**5. Baptism River Schedule/lease agreement**

Dan will come to next meeting. City would like attorney to review lease. The city would like to put a meter on 50-amp service to determine electric usage.

**6. Committees**

Tabled. Need to define rolls of committees.

**7. Paylocity Trial Results**

Tabled. Need more information to evaluate.

**New Business:**

**1. Economic and Community Development**

Stay, do nothing, opt out, need to do something. Stay, the city needs to do nothing.

**Motion:**                      **Second:**

**2. Pay raise for Jason Huckel**

Mr. Baker has done the review. Mr. Baker is at training this week, unable to attend. City needs recommendation from supervisor, copy of performance review, and hiring agreement. Ms. Holmes suggested to possibly do a phase-in salary increase in conjunction with additional training, to be determined by the HR Committee.

Tabled

Mr. Harris asked about whether our maintenance personal have had their Hepatitis B shot.

**Public Comments:**

Emergency meetings are for emergencies; special meetings are for other meetings which are ok for 24 hours advanced notice.

**Correspondence:**

**Claims List**

**Approval of Claims**

**Motion:** Korpi                      **Second:** Maxwell

Vote: Aye: 4, Nay, 0. Motion Passed.

**Approval of Payroll**

Holiday pay needs correction; City needs to get start dates figured out.

**Adjourn: 7:17 p.m.**

**Motion:** Korpi

**Second:** Olson

Vote: Aye: 4, Nay, 0. Motion Passed.

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Mayor Gmach

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Intern Administrator, Tim Anderson