

April 10, 2023.

The regular meeting of the Cuyuna City Council was held at 6:00 pm at the Cuyuna Fire Hall. Present were Mayor Brix and Council Members Haag, Smith, and Workman. Also present were Cuyuna Fire Chief Hasskamp, Cuyuna Police Chief Smith, City Engineer Tim Houle, and Clerk-Treasurer Bedard. Attorney Tom Pearson attended remotely.

Mayor Brix led the pledge of allegiance.

Motion by Workman to amend the agenda to add discussion of the Cuyuna Shoreland Ordinance under New Business. Second by Smith. Motion carried unanimously.

Motion by Haag to approve the minutes for the March 13, 2023, regular council meeting. Second by Smith. Motion carried unanimously.

Motion by Workman to approve payment of the invoices and forthcoming regular monthly invoices. Second by Haag. Motion carried unanimously.

Fire Chief Report:

- The council reviewed the monthly fire department report presented by Chief Hasskamp.
- There were no first responder callouts during April and one fire callout for a carbon monoxide alarm in Rabbit Lake Township.
- Training in April will be “Ropes/Knots/Rigging- Low Angle Rescue” presented by FIRE Inc.
- The annual firemen’s retirement dinner is April 15th starting at 5:00 pm.

Water and Sewer Report:

- No reports of water or sewer issues.

Planning and Zoning Activity Report:

- A permit application was received from the property owner who has an unpermitted accessory structure. The property owner must still locate the property lines for a site visit.
- The city received several inquiries from individuals requesting information to build within the city limits.

Police Chief Report:

- Police Chief Jesse Smith provided the council with the March activity report. During the month, the department issued 35 traffic warnings and 4 citations. The department provided agency assists to the Crosby and Deerwood Police Departments as well as the Crow Wing County Sheriff’s Department. The department also provided escort for the C-I Rangers girls basketball team going to state. Among the monthly responses, officers addressed reports of excessive vehicle speeds, scam phone calls, suspicious activity, snow mobile complaints, a welfare check, and improper use of the 911 call line.
- Chief Smith reported Officer Hunter Henkels is ready to start his field training and the employment background check is in process for their last person.

Engineering Report:

- Tim Houle, City Engineer, provided an update for the Preliminary Engineering Report(PER/ER) for a water system improvement project. A final report should be ready for the May meeting. The report is one step in the process to evaluate potential funding for the project. The Cuyuna water operator and clerk-treasurer are researching additional information for the report.

Campground Report:

- Mayor Brix shared that recent drifted snow allowed a snowmobiler to drive over the pumptrack fencing into the track area. Chief Smith will work with the SnoSerpents Snowmobile Club to improve signage and snow fencing to help reduce the complaints received this year.
- The campground will open May 12 this year. This is later than in 2022 due to the late winter weather. The Cuyuna Mountain Bike Trails will also be opening later this year due to the late snow fall and wet conditions for the trails.
- RV sites are filling up for the season, while tent sites are slower to reserve.
- Mayor Brix will meet with County Commissioner Houge this spring to discuss potentially creating trail bike parking at the south end of the old CSAH31 by the connector trail.

Public Comments:

- No public comments.

Unfinished Business:

- The council discussed the open council position created by the resignation of Barb O'Brien as she is moved out of Cuyuna. Three people sent letters of interest in response to the advertisement for the open position: Tina Bennett, David Honl, and Jake Stockard.
- **Motion by Haag to table the decision for the open council position until the May council meeting. Second by Smith. Motion carried unanimously.**
- Council members Haag and Smith were appointed to interview each person and make a recommendation to the full council at the May meeting.

- **New Business:**

- The council reviewed the prepared Minnesota Pay Equity Report for Cuyuna. The report is required to be submitted to the state every three years. The purpose of the report is to compare wages paid to male and female staff members to insure equity. This report covers the pay period of 2022. The city reports on wages for all employees who work more than 14 hours per week. Cuyuna has two positions which meet this requirement. The city Clerk-Treasurer and the Chief of Police; both currently males.
- **Motion by Workman to approve the prepared Cuyuna Pay Equity Report. Second by Haag. Motion carried unanimously.**
- The council discussed Cuyuna Shoreland Ordinance 905. The Department of Natural Resources recommended the city update the "lot width" definition to meet the definition in the Minnesota Rule 6120.2500 subp. 2A which states the minimum lot width standard must be met at both the OHW/shoreline and the building setback line. While this is how the city has interpreted the lot width definition, the recommended change would clarify the definition in the ordinance.

- **Motion by Workman to hold a public hearing at 5:30 PM on Monday May 8 at the Cuyuna Fire Hall on amending the Cuyuna Shoreland Ordinance 905 Section 2.732 lot width definition to include Minnesota Rule 6120.3300 subp. 2A. Second by Haag. Motion carried unanimously.**
- The council discussed delinquent water and sewer utility accounts.
- **Motion by Workman to hold a public hearing on Monday May 8 during the regular council meeting to give property owners with past due water and sewer utility accounts an opportunity to speak on their past due amounts. Second by Smith. Motion carried unanimously.**
- The Clerk-Treasurer updated the council on work for the Cuyuna Wellhead Protection Plan and an application for a \$10,000 grant for water improvements. He will also complete FEMA paperwork to request winter storm damage reimbursements for city expenses incurred.
- The Clerk-Treasurer shared Crosby City Administrator Matthew Hill's inquiry of area cities if they could consider applying for community development grants through Sourcewell to assist the Cuyuna Regional Medical Center explore options for more childcare and housing. These grants could allow for a consultant to be hired to assist with these efforts. The council discussed if other resource entities such as IRRRB, BLADC, and the county have been approached for assistance, also noting the city may have needs for its own community development in 2023 for which a grant from Sourcewell might be required. The Clerk-Treasurer will see if there is more information available for the next council meeting.
- Website statistics: 640 unique visitors for the month, 1905 pages viewed, 22.5% year on year growth..

Adjournment:

- **Motion by Workman to adjourn at 7:10 PM. Second by Haag. Motion carried unanimously.**

William F Bedard
Clerk

Lloyd Brix
Mayor