

**City of Gem Lake  
City Council Meeting – July 19, 2022  
Meeting Minutes**

Mayor Gretchen Artig-Swomley called the meeting to order at 7:00 p.m. Councilmembers Len Cacioppo, Laurel Amlee, Ben Johnson and Jim Lindner were present. Also present: City Attorney Patrick Kelly, Acting City Clerk Melissa Lawrence, Ramsey County Emergency Manager Judson Fried, Planning Commission Chair Don Cummings, and residents Jim Wilson, Sharon Roland and Paul Emeott.

**June 21, 2022 Agenda**

Prior to accepting the agenda, Mayor Artig-Swomley proposed an addition to the agenda to have a brief discussion on the sale of THC. This discussion will be added to the agenda after the Corridor discussion. Councilmember Lindner introduced a motion to approve the addition, seconded by Councilmember Cacioppo. Voice vote taken, all voted yes, motion passes, addition has been approved.

A motion was introduced by Councilmember Linder to accept the agenda, seconded by Councilmember Cacioppo. Voice vote taken, all voted yes, motion passes, agenda accepted.

**Minutes**

A motion was introduced by Councilmember Lindner, seconded by Councilmember Cacioppo to approve the June 21, 2022, City Council Meeting Minutes. Voice vote taken, all voted yes, motion passes, minutes approved.

**Committee Reports – Planning Commission**

There was no Planning Commission meeting held in July. No projects have been proposed, and two public hearings are scheduled for the August 10, 2022 meeting as long as the applications are deemed complete by the City Planner.

**Old Business**

Mayor Artig-Swomley presented ideas for the next edition of the City Newsletter to include pieces such as a water summit review, and a review on the emergency management services.

**New Business**

**Ramsey County Emergency Management – Director of Emergency Management Judson Freed**

Mr. Freed has been the director for 20 years. This department is funded by federal government money. The department does risk assessments for cities within the County, and then plans accordingly. The Emergency Management team analyzes threats and hazards throughout the County and decides how to lessen the impact of emergencies. The County plan is currently being rewritten and will incorporate Gem Lakes plan into it.

Councilmember Lindner asked how often the emergency management plan for a City should be updated. Mr. Freed said that it should be looked at formally every year. When putting contacts into the plan it should list titles and not names, because employees can change. Every four (4) years is when it should be rewritten, and it should be someone different that rewrites it so that it gets a different perspective.

**Gem Lake Infrastructure Issues**

**Air Conditioning at Heritage Hall**

The air conditioning at Heritage Hall for the main office has been fixed. This will be a shared expense with the Township.

**Well and Municipal Water Update**

There is ongoing testing with nothing new to report. The MPCA has been invited to the Water Summit Workshop in September.

### **Gem Lake Trail Update**

The Mayor has been meeting with Kim Uzpen and have been brainstorming ways to spend the park funds money. It has been recommended that the area is not reseeded until next year. A second bench will be added to the trail in honor of the first Mayor of Gem Lake, Henry Hoffman.

### **Recycling Hauler Proposals**

The City received two proposals, one from Republic Services and the other from the current recycling hauler Waste Management. After review of each proposal the Council was interested to pursue Republic Services further.

Councilmember Lindner introduced a motion to allow a contract to be evaluated by the City Attorney for Republic Services, seconded by Councilmember Cacioppo. Voice vote taken, all voted yes, motion passes, a contract will be drawn up and reviewed.

### **Possible Sprinkler System for Heritage Hall**

The City received a proposal from Albrecht Company for an irrigation system at Heritage Hall. The proposal included two (2) options, Base Bid and an Alternate Bid + Base Bid. The Base Bid comes to a total of \$5,341 and the Alternate Bid comes to a total of \$4,981. Option one (1) would cost \$5,341 and option two (2) would cost \$10,322. This would be a shared expense with White Bear Township and would need to go through a board meeting for approval.

Councilmember Lindner introduced a motion to recommend option two (2) to White Bear Township for approval of the shared expense, seconded by Councilmember Johnson. Voice vote taken, four (4) voted yes and Councilmember Lindner voted no, motion passes, and the proposal will be sent to White Bear Township for review.

### **Public Works Request Software Program for Gem Lake**

The Township's current Report a Concern module within CivicPlus website software has become antiquated and is no longer updated / supported by CivicPlus. In addition, the current solution does not enable the Township to add a category of requests specific to Gem Lake. CivicPlus has a new solution called SeeClickFix. SeeClickFix is a full service citizen relationship management (CRM) solution that meets contactless expectations by enabling citizens and staff to communicate remotely and safely.

SeeClickFix – Request total investment for the 1st year is \$6,156.99, which would be shared between the two municipalities. Gem Lake's portion would be \$3,078.50. Annual recurring costs would be \$8,619.79 with Gem Lake's portion being \$4,309.90.

White Bear Township is recommending the Gem Lake City Council approve the SeeClickFix cost share as both technology and citizen expectations evolve the Town must increasingly rely on comprehensive citizen request management (CRM) software that include online portals and mobile applications for our citizens to place their requests.

Councilmember Lindner introduced a motion to approve the first (1<sup>st</sup>) year's amount of \$3,078.50, followed by the second (2<sup>nd</sup>) year's and on amount of \$4,309.90, seconded by Councilmember Cacioppo. Voice vote taken, all voted yes, motion passes, City Clerk will pass along the vote approval to White Bear Township.

### **Internal Management**

The Facebook page has proven to be helpful as an additional form of communication in getting information out to the City of Gem Lake residents.

### **Proposed Amendment to Liquor Ordinance Establishing Maximum On-Sale/Off-Sale License Availability**

There were some slight amendments made to the Liquor Ordinance No. 9 for Intoxicating Liquor. Section 2, Subd. 3 had a change of 14% to 24% alcohol by volume for consumption with the sale of food based on the State Statute. Section 3 got an addition of Subd. 4 which states the amount of licenses that will be issued within the City. Section 4, Subd. 3 was removed, bumping Subd. 4 to be the new Subd. 3. There will be a limit of four (4) on-sale licenses and two (2) off-sale licenses available.

Councilmember Lindner introduced a motion to approve the amendments to the Intoxicating Liquor Ordinance No. 9, seconded by Councilmember Cacioppo. Voice vote taken, all voted yes, motion passes, Ordinance No. 9 has been amended.

### **Corridor Project Update – Ben Johnson**

Councilmember Johnson discussed the Memorandum of Understanding. This Memorandum of Understanding (this “MOU”) is entered into by and between the City of White Bear Lake, a Minnesota municipal corporation, herein after referred to as “WBL”, and The City of Gem Lake, a Minnesota municipal corporation, herein referred to as “GL”. This MOU shall remain in effect until January 1, 2023 or terminated before January 1, 2023 if the reimbursement amount is paid and the Project is complete. This Memorandum of Understanding may be amended at any time upon written agreement executed by the signatories below or their successors in office.

Councilmember Johnson would like to use Heritage Hall on Wednesday October 5<sup>th</sup> to hold a block exercise hosted by the Corridor Management team. Mayor Artig-Swomley asked Councilmember Johnson to email the City Clerk to verify that the date would be available.

Mayor Artig-Swomley signed the Memorandum and Councilmember Johnson will get the signed copy to the correct person and send a copy to the Gem Lake City Clerk.

### **Sale of THC within the City**

Mayor Artig-Swomley would like to request a moratorium on the sale of edible THC within the City while the City works on putting together an Ordinance. Mayor Artig-Swomley has requested the help of the City Attorney to locate a moratorium on this issue in other cities to present at next month’s meeting. This issue will be discussed at more length at the August City Council meeting.

### **Charitable Gambling Donations**

#### **Resolution #2022-0016 July 2022 Donations to White Bear Lake Area Food Shelf**

The motion for adoption of the foregoing Resolution was introduced by Councilmember Lindner and seconded by Councilmember Cacioppo, and upon vote being taken thereon, the Resolution passed with a vote of 5 in favor and 0 against.

#### **Suggested August 2022 Donation to Willow Lane Elementary**

Last year the City went to Walmart and picked up \$500.00 worth of school supplies for the school based on a list sent to the City Clerk. This was a donation that the City enjoyed and wanted to repeat for the 2022 – 2023 school year.

The City Clerk requested a new list for this year and Mayor Artig-Swomley suggested that due to inflation, the Council should allow up to \$1000.00 to be spent on school supplies this year. Councilmember Lindner introduced a motion to approve a total of up to \$1000.00 in school supplies for Willow Lane Elementary, seconded by Councilmember Cacioppo. Voice vote taken, all voted yes, motion passes, the City Clerk and Mayor are allowed to spend up to \$1000.00 on school supplies for Willow Lane.

### **Community Outreach to Other Cities and Government Bodies**

Gem Lake City Clerk has been in contact with the Ramsey County Election because of the upcoming election on August 9, 2022.

Mayor Artig-Swomley shared an article on the Purple Line that discusses the drop of downtown White Bear Lake and the consideration of a stop at Century College.

### **Claims**

Councilmember Lindner made a motion to pay the bills, seconded by Councilmember Cacioppo Voice vote taken, all voted yes, motion passes, and bills will be paid.

**Monthly Financial Reports**

The financials for May and June were submitted and the Council had no comment.

**Quarterly Financial Report**

The 1<sup>st</sup> Quarter 2022 financial report was submitted and the Council had no comment.

**Presentations from the public, 2 minutes maximum**

Residents in attendance had no comments or questions.

**Open Items for Council Members to Bring Up**

Mayor Artig-Swomley reminded the Council of the MS4 hearing in September. Councilmember Lindner will reach out to the Ramsey County Public Works and invite them to join the October City Council meeting.

**Future Council Meetings**

City Council, Tuesday August 16, 2022, Workshop, Monday August 8, 2022 to plan for the Water Summit in September.

**Adjournment**

Being there no further business, following a motion from Councilmember Lindner, seconded by Councilmember Cacioppo, the meeting adjourned at 8:53 p.m.

*Respectfully submitted, Melissa Lawrence*