



**MINUTES  
CITY COUNCIL WORK SESSION  
June 2, 2020**

**CALL TO ORDER**

The meeting was called to order at 5:30 pm.

*Due to the COVID-19 health pandemic, members of the Long Lake City Council attended this meeting telephonically pursuant to Minn. Stat. 13D.021.*

**Present:** Mayor: Charlie Miner; Council: Tom Skjaret, Jahn Dyvik, Michelle Jerde, and Deirdre Kvale

**Staff Present:** City Administrator: Scott Weske

**Absent:** None

**PLEDGE OF ALLEGIANCE**

**APPROVE AGENDA**

*A motion was made by Jerde, seconded by Miner, to approve the agenda as presented. Ayes: all by roll call.*

**OPEN CORRESPONDENCE**

City Administrator Weske noted that resident Dan McDonald, 335 Russell Lane, had emailed him asking about the status of the speed sign by the Luce Line Bridge. He explained that he had admitted to Mr. McDonald that it had slipped through the cracks with everything else that has been going on with COVID-19. He indicated that he would follow up with Hennepin County on the matter to question the possibility of moving the sign because of the issue with reflection.

**BUSINESS ITEMS**

**Discuss 2019 Audited Financial Report – Andy Berg, Abdo, Eick, and Meyer**

Andy Berg gave an overview of the 2019 Audited Financial Report including the general fund results, special revenue fund balances, governmental funds, enterprise funds and key performance indicators. He stated that they issued an unmodified/clean opinion on the 2019 audit. He explained that there were three internal control findings related to preparation of financial statements; limited segregation of duties; and internal control procedures and investment reconciliation, but noted that these findings are common in smaller organizations. He added that the internal control findings from previous years were cleared up.

The Council discussed the capital projects and various fund balances.

Mr. Berg discussed the City's debt service fund obligations and the importance of monitoring the tax levy and assessments to ensure the City will continue to meet its debt services principal and interest payments. He reviewed a four-year history of the enterprise funds and their cash balances.

Council member Dyvik asked that because the 2019 revenue is kind of matching the payments, does that mean that if the City bonded more the City would be in a deficit situation.

Mr. Berg confirmed that is what the information means. He noted that the sewer fund is hurting significantly more than the water fund. He gave an overview of the surface water fund, recycling fund, and cash and investment balances by fund type. He pointed out performance indicators that compare the City with similar cities throughout the State and the County.

Council member Skjaret stated that he feels it is obvious that the City's sewer fund needs to be dealt with and cannot be avoided.

Mayor Miner asked about the permanent CIP fund and whether there was a limit on what those funds can be used for, such as road improvements or infrastructure projects.

Mr. Berg stated that it is all internally assigned by the City and has no outside restrictions.

Mayor Miner asked about the audit findings and where the Council could find more details in addition to what was presented tonight.

Mr. Berg noted that the details can be found in the management communication document that was sent to the City.

City Administrator Weske noted that this document can be found in the regular Council meeting packet, not the work session packet.

#### **OTHER BUSINESS**

Council member Skjaret stated that he has had an issue brought to him about the weed height at various sites throughout the City such as the Landings at Long Lake subdivision area and the former Burger King lot. He indicated he would also like to see abandoned houses taken down as soon as possible. City Administrator Weske stated that he will follow up and make sure the landowners understand the City's policy on weeds and vacant buildings.

#### **ADJOURN**

*Hearing no objection, Mayor Miner adjourned the meeting by general consent at 6:27 pm.*

Respectfully submitted,

Scott Weske  
City Administrator