

REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, JANUARY 10, 2000  
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, January 10, 2000 at 7:00 P.M. The following Councilmembers were present: Mayor Darrell Swanson, Charles (Chuck) Miller, Irene Schultz, Richard Upton and Dean Swanson. Also present was Commissioner Ed Larsen, City Administrator Thomas (Tom) Swenson, City Attorney Paul Sandelin, City Engineer Dave Reese, Deputy Clerk Darlene Roach and Lake Country Echo Reporter Betty Ryan. There were approximately sixteen individuals in the audience.

- A. **CALL TO ORDER** - Mayor Swanson called the first meeting of the year to order at 7:00 P.M.
- B. **ORGANIZATIONAL MEETING APPOINTMENTS** – Several committee appointments were recommended by the Mayor and acted upon.
- a. MOTION 01R-01-00 WAS MADE BY RICHARD UPTON AND SECONDED BY DEAN SWANSON TO APPOINT CHUCK MILLER AS THE ACTING MAYOR FOR 2000. MOTION CARRIED WITH ALL AYES.
- b. MOTION 01R-02-00 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO APPROVE NORTHERN NATIONAL BANK, LAKEWOOD AND LAKES STATE BANK AS THE OFFICIAL DEPOSITORIES FOR THE CITY. MOTION CARRIED WITH ALL AYES.
- c. MOTION 01R-03-00 WAS MADE BY RICHARD UPTON AND SECONDED BY IRENE SCHULTZ TO APPROVE MAYOR SWANSON, ACTING MAYOR CHUCK MILLER, CITY ADMINISTRATOR TOM SWENSON AND DEPUTY CLERK DARLENE ROACH AS SIGNATORIES ON CITY CHECKING AND SAVINGS ACCOUNTS. MOTION CARRIED WITH ALL AYES.
- d. MOTION 01R-04-00 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE MAYOR SWANSON, ACTING MAYOR CHUCK MILLER, CITY ADMINISTRATOR TOM SWENSON, GENERAL MANAGER KEVIN LARSON AND DEPUTY CLERK DARLENE ROACH AS THE SIGNATORIES ON UTILITIES CHECKING AND SAVINGS ACCOUNTS. MOTION CARRIED WITH ALL AYES.
- e. MOTION 01R-05-00 WAS MADE BY CHUCK MILLER AND SECONDED BY RICHARD UPTON TO APPROVE THE APPOINTMENT OF WIDSETH SMITH NOLTING AS THE CITY ENGINEER'S. It was noted that the City Engineer will also do the survey work for the City. MOTION CARRIED WITH ALL AYES.

It was noted that Attorney Paul Sandelin joined the meeting at 7:04 P.M.

- f. MOTION 01R-06-00 WAS MADE BY RICHARD UPTON AND SECONDED BY DEAN SWANSON TO APPROVE THE APPOINTMENT OF

GAMMELLO & SANDELIN P.A. AS ATTORNEYS FOR THE CITY.  
MOTION CARRIED WITH ALL AYES.

- g. MOTION 01R-07-00 WAS MADE BY IRENE SCHULTZ AND SECONDED BY CHUCK MILLER TO APPROVE THE SECOND MONDAY OF EACH MONTH AT 7:00 P.M. FOR THE REGULAR CITY COUNCIL MEETINGS. MOTION CARRIED WITH ALL AYES.
- h. MOTION 01R-08-00 WAS MADE BY RICHARD UPTON AND SECONDED BY IRENE SCHULTZ TO APPOINT THE LAKES COUNTRY ECHO AS THE OFFICIAL NEWSPAPER OF THE CITY. MOTION CARRIED WITH ALL AYES.
- i. MOTION 01R-09-00 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE PAT HOAG AS THE WEED INSPECTOR FOR THE CITY AND MAYOR DARRELL SWANSON AS THE ASSISTANT WEED INSPECTOR. MOTION CARRIED WITH ALL AYES.
- j. A memo dated January 4, 2000 from Mayor Swanson recommended the following City Council Assignments for 2000:
1. Planning and Zoning Commission Liaison – Richard Upton
  2. Utilities Commission Liaison – Darrell Swanson
  3. Park and Recreation Commission Liaison – Irene Schultz
  4. Public Works Commission Liaison – Chuck Miller
  5. Long Range Planning Commission Liaison – Darrell Swanson
  6. Economic Development Authority Members – Richard Upton and Dean Swanson
  7. Library Committee Liaison – Irene Schultz
  8. Personnel Committee Members – Darrell Swanson, Dean Swanson, Tom Swenson and Kevin Larson
  9. Emergency Management Director – Bob Garin
  10. Recycling Liaison – Chuck Miller
  11. Building and Grounds Liaison – Dean Swanson
  12. Public Safety Committee – Liaison Chuck Miller, Tom Swenson, Police Chief Bob Hartman and Fire Chief Don Henderson
- MOTION 01R-10-00 WAS MADE BY RICHARD UPTON AND SECONDED BY CHUCK MILLER TO APPROVE THE CITY COUNCIL ASSIGNMENTS AS SUBMITTED BY MAYOR SWANSON. MOTION CARRIED WITH ALL AYES.

- k. A memo dated January 7, 2000 from Mayor Swanson recommended the following Commission appointments and terms:
1. Planning and Zoning - Jack Webster (3 year term/2<sup>nd</sup> term)  
- Nancy Koch (3 year term/1<sup>st</sup> term)
  2. Utilities - Armond Gease (3 year term/2<sup>nd</sup> term)  
- Karl Skog (3 year term/2<sup>nd</sup> term)
  3. Park and Recreation - Carl Halverson (3 year term/2<sup>nd</sup> term)  
Chip Lohmiller (3 year term/1<sup>st</sup> term)
  4. Long Range Planning - Matt Engen (3 year term/2<sup>nd</sup> term)  
Darrell Schneider (3 year term/1<sup>st</sup> term)

MOTION 01R-11-00 WAS MADE BY RICHARD UPTON AND SECONDED BY CHUCK MILLER TO APPROVE THE COMMISSION APPOINTMENTS AND TERMS AS RECOMMENDED BY MAYOR SWANSON. MOTION CARRIED WITH ALL AYES.

Mayor Swanson commented that Francis Fraser and Armond Gease would be unavailable in March to videotape the Council Meeting and requested volunteers to come forward to offer their assistance.

**C. CRITICAL ISSUES –**

1. Kathy Allen was present to give an update on the Charter School. She stated that the State was excited about sponsoring the Charter School in Crosslake. The Crosslake Community School Provisional Board is putting together a three to five member advisory board to keep the Board of Directors apprised of the changing community needs and to help direct the school to meet those changing needs. This advisory board that will meet six times a year starting February 1, 2000. She stated that workshops are scheduled for February, April and July and an Administrative Assistant will be hired in February. In March, the Board will begin hiring teachers and staff. A summer program for kids will be held where they can meet the teachers and staff. A meeting is scheduled for January 27<sup>th</sup> at the Community Center in Meeting Room 1 starting at 7:00 P.M. Councilmember Miller asked if a building has been obtained and Ms. Allen stated that the Board has been looking at the Mezzenga Building on #103, however, plans are not yet finalized. Ms. Allen thanked the Council for their support of the school.
2. Commission Ed Larsen was present to address the Council. He stated that currently government is reacting rather than being proactive. He stated that work is being done at the County level to make the County more efficient. A GIS system has been installed which will contain information regarding all land parcels within the County. A County Administrator will be hired to work with the Department Heads and the County Board. The County is working on septic system inspections, tower issues and annexation issues. He stated that County Road #103 is a problem for the City of Crosslake, however, plans to upgrade the road were put on hold due to the work proposed by the Corps of Engineers. Improvements to County Road #140 is also being looked at in conjunction with improvements to City roads in that area. He stated that MN DOT is planning on closing State Highway #6 north of County Road #11 and rerouting the traffic from #109 and #3 through Crosslake up to #36. He supports using any State Tax surplus funds toward building local government infrastructure. He stated that the County has computers available to give to City's along the Scenic Byway for use in setting up a kiosk which would provide scenic, historic, cultural and recreational resources along the Byway for tourists. Councilmember Swanson stated that the County and City are working jointly on a maintenance facility in Crosslake. MOTION 01R-12-00 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO ACCEPT THE KIOSK FROM THE COUNTY. MOTION CARRIED WITH ALL AYES. There was some

discussion regarding the placement of the kiosk and it was the consensus of the Council that the Chamber building would be a good site.

3. A letter dated January 5, 2000 from Board Chairperson Kathy Allen requested the appointment of a liaison from the City Council to serve on the Crosslake Community School Provisional Board. MOTION 01R-13-00 WAS MADE BY CHUCK MILLER AND SECONDED BY RICHARD UPTON TO APPOINT IRENE SCHULTZ AS THE LIAISON TO THE CROSSLAKE COMMUNITY SCHOOL PROVISIONAL BOARD. MOTION CARRIED WITH ALL AYES.

**D. CONSENT CALENDAR – MOTION 01R-14-00 WAS MADE BY RICHARD UPTON AND SECONDED BY DEAN SWANSON TO APPROVE ALL ITEMS LISTED ON THE CONSENT CALENDAR CONSISTING OF (1) TELEPHONE COMPANY FINANCIAL REPORT FOR DECEMBER, 1999; (2) CABLE COMPANY FINANCIAL REPORT FOR DECEMBER, 1999; (3) CITY MONTH END EXPENDITURE REPORT FOR DECEMBER, 1999; AND (4) CITY MONTH END REVENUE REPORT FOR DECEMBER, 1999. MOTION CARRIED WITH ALL AYES.**

**E. MAYOR'S REPORT – None**

**F. CITY ADMINISTRATOR REPORT –**

1. Payment of Bills – MOTION 01R-15-00 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE THE PAYMENT OF BILLS AS SUBMITTED IN THE AMOUNT OF \$99,497.71 AND \$35,620.76. MOTION CARRIED WITH ALL AYES.
2. December, 1999 Small cities Update Newsletter was included for Council information.
3. December 15, 1999 Letter from LMCIT Board of Trustees regarding 1999 Property/Casualty Dividend was included for Council information.
4. December 16, 1999 Letter from Sheila Haverkamp of BLADC thanked the City for their monetary support.
5. December, 1999 Crosslake Biz Buzz was included for Council information.
6. Lakes State Bank Pledge Update for December, 1999 was included for Council information.
7. Northern National Bank Pledge Update dated December, 1999 was included for Council information.
8. January 3, 00 letter from Northern National Bank approves a \$500,000 line of credit for the City and Utilities Company in lieu of pledged collateral. Due to this change, there will no monthly letter showing pledged collateral in the Council packets. The \$500,000 line of credit is in effect for ninety days at which time it will be replaced with a \$1 million dollar line of credit.
9. December 1, 1999 invoice from The Brehm Group regarding personal accident insurance for Council and Commission members – MOTION 01R-16-00 WAS MADE BY RICHARD UPTON AND SECONDED BY CHUCK MILLER TO APPROVE PAYMENT OF THE INVOICE FROM THE BREHM GROUP FOR

A PERSONAL ACCIDENT POLICY FOR COUNCIL AND COMMISSION MEMBERS. MOTION CARRIED WITH ALL AYES.

**G. COMMISSION REPORTS –**

**1. PLANNING AND ZONING –**

- a. The Minutes of the November 19, 1999 Public Hearing and Commission Meeting were included for Council information.
- b. The December, 1999 Permit Summary showed 20 permits issued in December for a valuation of \$769,000.
- c. The 1999 Permit Summary showed a year end valuation of \$16,281,610 with 462 permits issued in 1999.

2. Ordinance Amendment – Sign Standards – Planning and Zoning Officer Carla Backstrom stated that in 1997 work began on drafting a new Sign Ordinance for the City. Numerous meetings were held throughout the past two years with business owners and the Chamber of Commerce. Lisa Paxton, Executive Director of the Brainerd Lakes Area Chamber of Commerce held a meeting at the Crosslake Community Center with all interested Crosslake business owners and City Staff. The proposed Sign Ordinance was discussed and a committee was formed with the recommendation that they return with their concerns/suggestions for the proposed ordinance. On October 18, 1999, Lisa Paxton, along with the Sign Committee and City Staff met at the Community Center and went through the proposed Sign Ordinance and discussed concerns and heard suggestions. The Chamber Board of Directors then met and unanimously approved the new Ordinance as revised based on input at the meeting. The Planning and Zoning Commission reviewed the final draft of the Ordinance and recommended approval by the City Council. MOTION 01R-17-00 WAS MADE BY RICHARD UPTON AND SECONDED BY IRENE SCHULTZ TO APPROVE THE SIGN ORDINANCE AS PRESENTED. Councilmember Miller stated that he has spoken with three individuals from the business community who requested that the issue be tabled to the February meeting. He further stated that none of the thirty people who were present at a previous meeting when the Sign Ordinance was discussed were present at this meeting to have their concerns heard. He implored the Council to defeat the motion. Carla Backstrom was asked whether public hearings were held and she stated that a notice was published in the Lake Country Echo and a public hearing was held on December 18, 1999. She also stated that Lisa Paxton had sent out notices of the hearing to all of the business owners. She stated that the issue had been tabled previously based on a request by the business owners and a further review of the ordinance was conducted. Again, Councilmember Miller implored the Council to not pass the motion until the business owners could be heard. Mayor Swanson stated that the Council needed to decide whether the public has been given adequate and reasonable access to the information contained in the proposed Sign Ordinance and whether proper notification was given to the business owners. Carla Backstrom assured the Council that adequate notification was given to the public and she had confirmed with Lisa Paxton that the Chamber had sent out notices of the hearing. Bill Reed stated that three meetings were held by the Sign Committee, appointed

by the Chamber of Commerce, to review the proposed Ordinance. All of these meetings were open to the public as well. Councilmember Miller asked what city has this type of sign ordinance that he could drive to and look at the signs. He was opposed to not allowing internally lit signs. Councilmember Upton felt the proposed Ordinance was a good one and not cast in stone. MOTION CARRIED WITH FOUR AYES AND COUNCILMEMBER MILLER OPPOSED. MOTION 01R-18-00 WAS MADE BY RICHARD UPTON AND SECONDED BY DEAN SWANSON TO APPROVE ORDINANCE NO. 116 AMENDING CHAPTER 8 OF THE CITY CODE RELATING TO SIGNS. MOTION CARRIED WITH COUNCILMEMBER MILLER OPPOSED. MOTION 01R-19-00 WAS MADE BY RICHARD UPTON AND SECONDED BY DEAN SWANSON TO APPROVE PUBLISHING A SUMMARY OF ORDINANCE NO. 116, THIRD SERIES AMENDING CHAPTER 8 OF THE CITY CODE RELATING TO SIGNS. MOTION CARRIED WITH COUNCILMEMBER MILLER OPPOSED.

## 2. PUBLIC WORKS –

- a. Minutes of the November 15, 1999 Minutes of the Commission Meeting were included for Council information.
- b. January 5, 00 Memo from Widseth Smith Nolting regarding engineering proposal for Feasibility Study of Swann Drive and Pioneer Drive improvements – MOTION 01R-20-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO APPROVE THE \$3500 PROPOSAL FROM WSN TO DO A FEASIBILITY STUDY FOR SWANN DRIVE AND PIONEER DRIVE. MOTION CARRIED WITH ALL AYES.
- c. City Administrator Swenson read a letter dated January 7, 2000 from Terry A. Meland and Carol M. Bungert regarding their opposition to the proposed improvement to Rabbit Lane.
- d. MOTION 01R-21-00 WAS MADE BY CHUCK MILLER AND SECONDED BY RICHARD UPTON TO APPROVE RESOLUTION NO. 00-01 ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR RABBIT LANE. Several Councilmembers observed the area of Rabbit Lane and did not see where trees would be lost due to the improvement of the road. The current width of the road is 16' and the City Engineer was directed to consider a 14' road. MOTION CARRIED WITH ALL AYES.
- e. MOTION 01R-22-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO ADOPT RESOLUTION NO. 00-02 ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR VELVET LANE. MOTION CARRIED WITH ALL AYES.
- f. Letter dated January 6, 2000 from WSN regarding engineering design and construction observation of Velvet Lane and Rabbit Lane – MOTION 01R-23-00 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE DESIGN SURVEY, PLANS, SPECIFICATIONS AND BIDDING FOR RABBIT LANE NOT TO EXCEED \$1450 AND FOR VELVET LANE NOT TO EXCEED \$1925 AND TO APPROVE CONSTRUCTION STAKING AND OBSERVATION

FOR RABBIT LANE NOT TO EXCEED \$1975 AND FOR VELVET LANE NOT TO EXCEED \$2350. MOTION CARRIED WITH ALL AYES. It was noted that these projects will be completed in year 2000.

- g. A notice of entry of judgement regarding an application to vacate a portion of Northwood Avenue was included for Council information.
  - h. A memo dated January 10<sup>th</sup> from Public Works Foreman Pat Hoag and City Administrator Tom Swenson requested direction as to whether the clearing of the right-of-way on Miller Road from Mary Lane south to Tall Timber Trail should be done by the Public Works Department. It was the consensus of the Council that the Public Works Department clear the right-of-way without disruption to snowmobiles.
3. **PUBLIC SAFETY --**
- a. Chief Hartman stated that the Police Department reported 92 calls in Crosslake and 20 calls in Mission Township in December. The 1999 annual report showed 1602 calls in Crosslake and 194 in Mission Township.
  - b. Fire Chief Henderson requested Council approval on a Cuyuna Range Fire Service Mutual Agreement. This would allow Crosslake to do mutual aid with other cities in the County. The Cuyuna Range Association covers a large territory from Remer to Pillager, Crosby and the surrounding cities. City Attorney Sandelin approved the Council signing the Agreement. MOTION 01R-24-00 WAS MADE BY IRENE SCHULTZ AND SECONDED BY RICHARD UPTON TO AUTHORIZE SIGNING THE CUYUNA RANGE FIRE SERVICE MUTUAL AID AGREEMENT. MOTION CARRIED WITH ALL AYES. Chief Henderson stated that the Fire Department responded to nine medical calls and two fire calls in December. Approval was requested to install a dedicated fax line in the Fire Department. Currently the telephone, fax line and internet are on one line. The cost of an additional line for the fax machine would be approximately \$22.00 per month. MOTION 01R-25-00 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE A FAX LINE FOR THE FIRE DEPARTMENT. MOTION CARRIED WITH ALL AYES.
4. **PARK AND RECREATION -** Park and Recreation Director Jon Henke reported that the first aerobic class of 2000 had 17 participants. The evening class, however, has only had 2 participants so the class will be evaluated to see if it should be discontinued. The skating rink opened on December 26, 1999. It had to be closed on December 29<sup>th</sup> and 30<sup>th</sup> due to the warm temperatures. Since opening, 150 skaters have used the rinks. As of January 5, 2000, a total of seventy-nine hours has been spent flooding the rink. The warming house will be open Monday through Thursday from 4 PM to 8 PM, on Friday from 4 PM to 9 PM, on Saturday from 10 AM to 9 PM and on Sunday from 1 PM to 8 PM. The Hockey Association is holding practices from 6 PM to 7 PM on Friday nights. Volleyball has been a popular activity with the league having fifteen participants. Sports 101 begins January 11<sup>th</sup> and will start at 4:15 PM and run until 5:30 PM on Tuesday and Thursday for K – 3<sup>rd</sup> grade children. The AAA senior driving class will be offered January 26<sup>th</sup> and 27<sup>th</sup> from 12:30 – 4:30 PM. Another class will be

held on May 3<sup>rd</sup> and 4<sup>th</sup> from 8:30 AM to 12:30 PM. Blood pressure screening is held the last Wednesday of the month from 4 PM – 5 PM.

5. UTILITIES –

- a. Minutes of the December 17, 1999 Commission Meeting were included for Council information.
- b. General Manager Kevin Larson reported that there were no Y2K related outages. A pre-audit was performed the week of December 13<sup>th</sup> focusing on investments, inventory and plant records. The full audit is scheduled for the week of January 17<sup>th</sup>. The staff is preparing the year 2000 budget which will be reviewed at the January Commission meeting. It will be presented to the City Council at the February meeting.
- c. During the Commission meeting, Bob Reff of CC&I Engineering, presented additional information concerning the three-year CATV Plan. A final proposal is scheduled to be presented at the January Commission meeting. A special joining Council and Commission meeting will be held to discuss options when information is available.
- d. General Manager Larson also reported that Internet has 443 subscribers, Voice Mail has 220, Crosslake long distance has 1291 subscribers and 273 Crosslake travel cards have been issued.

6. PERSONNEL COMMITTEE –

- a. January 5, 2000 Memo from Personnel Committee – It was requested that Carol Roquette be removed from probationary status based on an overall positive review of her job performance by City Administrator Swenson and Deputy Clerk Roach on January 3, 2000. It is also recommended that she be granted permanent full-time status and moved from Step 1 of the Salary Schedule to Step 3 effective January 16, 2000. MOTION 01R-26-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO REMOVE CAROL ROQUETTE FROM PROBATIONARY STATUS AND THAT SHE BE PLACED ON STEP 3 OF THE SALARY SCHEDULE (\$8.03) EFFECTIVE JANUARY 16, 2000. MOTION CARRIED WITH ALL AYES.
- b. Approve the hiring of Amy Roquette and Andrew Hagen as Warming House Attendants – MOTION 01R-27-00 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE THE HIRING OF AMY ROQUETTE AND ANDREW HAGEN AS WARMING HOUSE ATTENDANTS AT \$6.00 PER HOUR SPLITTING A 40 HOUR WEEK. MOTION CARRIED WITH ALL AYES.
- c. Approve the Memorandum of Understanding which would allow a Retired and Senior Volunteer Program volunteer (RSVP) to work at the Community Center on an “as needed” or “on call” basis at no cost to the City. This individual would not replace any current employee. MOTION 01R-29-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO AUTHORIZE SIGNING THE MEMORANDUM OF UNDERSTANDING WHICH WOULD ALLOW A RSVP VOLUNTEER TO WORK AT THE COMMUNITY CENTER AT NO COST TO THE CITY. MOTION CARRIED WITH ALL AYES.

7. LIBRARY – Alden Hardwick was present from the Library Committee to address the Council. He stated that the December meeting was cancelled due to the Holidays. A letter to Ray Smyth from Marian Ridge, Director of the Kitchigami Regional Library, stated that the Regional Library Board decided to defer further consideration of a new branch library at Crosslake until such a proposal could be evaluated in the context of regional library policy. She stated that throughout 2000, the Board would be developing a policy on the factors and requirements for new branch establishment. Discussions with the Crosslake Library Committee could be resumed at that time. Commissioner Larson, who is a member of the Board, urged the Committee to have patience and calmness since other options are being considered. He stated that he does believe Crosslake will have a library and stated that some thought should be given to cooperating with the Charter School for a library. He stated that it should not take a year to formulate a policy. Councilmember Swanson stated that \$350,000 annually goes into the Regional Library System from Crow Wing County. Commissioner Larsen went on to explain how Kitchigami gets the money and how Crow Wing County is not getting their fair share.

Included in the Council packet were the results of the Library survey. Sandy Eliason will review the survey at the next Council meeting.

The Library Committee requested approval on three proposals. The first request was for approval to submit a Crosslake Communications Revolving Loan Fund Economic Development Application. If approved, this loan would provide books for a new library. City Attorney Sandelin stated that he did not think the City could be the recipient of the loan. It was the consensus of the Council that the Library Committee should turn the application in for consideration. Approximately eighty sources for funding were reviewed by the Library Committee. Twenty of these sources were possibilities for funding a library building. It was requested that approval be given to submit a grant application to the National Home Library Foundation. MOTION 01R-30-00 WAS MADE BY IRENE SCHULTZ AND SECONDED BY RICHARD UPTON TO AUTHORIZE SUBMISSION OF THE METROPOLITAN LIFE FOUNDATION GRANT APPLICATION. Councilmember Upton asked what would happen if the grant is approved and the library doesn't materialize. Councilmember Swanson stated that a lot of questions remain unanswered. He stated that the City has a lot of priorities and wonders where the library fits in. Councilmember Miller stated that with the road improvements, sewer project, new joint maintenance facility, there is a lot going on. MOTION CARRIED WITH ALL AYES. The third request was for approval to submit a grant application to National Home Library Foundation. MOTION 01R-31-00 WAS MADE BY IRENE SCHULTZ AND SECONDED BY RICHARD UPTON TO AUTHORIZE SUBMISSION OF THE NATIONAL HOME LIBRARY FOUNDATION GRANT APPLICATION. MOTION CARRIED WITH ALL AYES.

8. RECYCLING – A total of 6.65 tons of recyclables were collected in December for a year-to-date total of 169.66 tons.
9. ECONOMIC DEVELOPMENT AUTHORITY –
  - a. The EDA held a joint public hearing with the City Council on January 6, 2000 to receive public input on the Business Subsidy Criteria and Business Subsidy Policy. At a meeting later that day, the EDA recommended that the City Council accept the Business Subsidy Criteria and Business Subsidy Policy. MOTION 01R-32-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO ADOPT THE CITY OF CROSSLAKE BUSINESS SUBSIDY CRITERIA AND BUSINESS SUBSIDY POLICY. MOTION CARRIED WITH ALL AYES.
  - b. The EDA recommended approval of the “Studio in the Sticks” loan application with the following five conditions: (1) a personal guarantee from the individual; (2) that lease’s from a minimum of six sub-lessees for a minimum of one year be obtained; (3) that the applicant provide disability and life insurance policies to the bank per bank recommendations; (4) subject to State of Minnesota Business Subsidy requirements; and (5) provide all data required by the bank for their side of the loan as they are the clearinghouse for the DE and the loans are similar in size. MOTION 01R-33-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO APPROVE THE STUDIO IN THE STICKS APPLICATION WITH THE FIVE CONDITIONS NOTED. MOTION CARRIED WITH ALL AYES.

It was noted that Irene Schultz left the meeting at 9:10 P.M.

10. SEWER/WATER COMMITTEE –
  - a. City Engineer Mark Hallan stated that he has spoken to the Minnesota Pollution Control Agency and the City’s facility plan is still under review by the MPCA. It is expected that it will be reviewed by the end of January. An Agreement between Owner and Engineer for Professional Services has been prepared by WSN and reviewed by City Attorney Sandelin. In a letter dated January 10, 2000 to City Administrator Swenson, City Attorney Sandelin addresses some areas where the City may want to review the contract in detail. City Attorney Sandelin stated that he has talked to the City’s insurance agent regarding coverage limits. He stated that the City can approve the services they feel comfortable in approving and could possibly approve in phases. Mark Hallan stated that a few items require action immediately and should be acted on by the Council, but that approving in phases was acceptable. Mark Hallan stated that the City needs to obtain a permit from the State. This should be submitted as soon as possible since the State has only one person dedicated half time to issuing these permits. The second item would be to obtain easements so field survey work can begin this Spring. Final design would be completed in the Fall and Winter of 2000 with bidding in 2001 and construction and completion in 2002. Exhibit C included engineering costs for the project. Mayor Swanson asked City Attorney

Sandelin if Phase I and Phase II could be approved at this meeting contingent on final review of the contract. The Staff was directed to work with the City Attorney to complete the Wastewater Treatment Facility Engineering Contract for review at a Special Council Meeting. MOTION 01R-34-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO PROCEED WITH PHASE 1 OF THE WASTEWATER TREATMENT FACILITY ENGINEERING CONTRACT AND THAT THE STAFF WORK WITH THE CITY ATTORNEY AND CITY ENGINEERS TO FINALIZE THE CONTRACT. MOTION CARRIED WITH ALL AYES.

- b. Councilmember Swanson read a letter from Frank Lindholm regarding potable water supply. He expressed his support for the City embarking on a city water system in conjunction with the sanitary sewer system.
- c. The State of Minnesota's 2000 Intended Use Plan was included for Council information.

H. **OLD BUSINESS** – None

I. **NEW BUSINESS** – None

J. **PUBLIC FORUM** – Frank Lindholm was present in the audience and urged the Council to consider a water system along with the sewer project.

MOTION 01R-35-00 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO ADJOURN THIS REGULAR COUNCIL MEETING AT 9:20 P.M. MOTION CARRIED WITH ALL AYES.

Special Council Meeting was set for January 26<sup>th</sup> at 9:00 A.M.

Recorded and transcribed by,



Darlene J. Roach  
Deputy Clerk

Regular Council Meeting – January 10, 2000

BILLS FOR PAYMENT				
10-Jan-00				
VENDOR	CHECK #	DEPT		AMOUNT
Avon State Bank - Warning Siren Payment				\$9,517.35
Norwest - Comm Ctr Bond Payment		Debt Svc		\$51,278.75
Northern Nat'l - Wilderness Bond Payment		Debt Svc		\$2,658.50
Northern/Lakes/Lakewood - Series A Bond Pay		Debt Svc		\$17,238.18
Firstar Bank of MN - Series B Bond Payment		Debt Svc		\$12,575.00
Roz Vannelli - Refund aerobic session		Park		\$20.00
Crosslake Auto - oil, filter, lube	3	PD		\$26.32
Crosslake Auto - oil, filter, lube	5	PD		\$26.32
Crosslake Sheet Metal - service call		PW		\$63.70
Starkka Oil - gasoline		PD		\$29.80
Rural Cellular - cell service		Council		\$48.42
Lakes Area Rental - repair to snowmobile		PD		\$140.00
Blue Lakes Disposal - garbage svc		Gov't		\$29.26
Blue Lakes Disposal - garbage svc		PW		\$14.63
Blue Lakes Disposal - garbage svc		Park		\$49.73
NSP - gas utilities		Gov't		\$608.35
Echo Publishing - legal		Road Proj		\$36.75
Echo Publishing - legal		Road Proj		\$36.75
MN Chief of Police Membership Dues		PD		\$75.00
Brehm Group - Personal Accident Ins - Comm/Council		All		\$663.00
Int Assoc of Fire Chief - Dues		FD		\$120.00
Crow Wing Cty Treasurer - Computer Reports		P&Z		\$156.27
MN State Fire Chief Assn - Dues		FD		\$230.00
Moonlite Square - squad gasoline		PD		\$319.99
Moonlite Square - gasoline/batteries		FD/P&Z		\$19.81
Rural Cellular - cell service		PD		\$255.56
Plumbing Etc. - service call		Gov't		\$40.00
Career Clothes - flags		PD		\$1.76
Whitefish Auto - oil/filter/ck belts/hoses		PD		\$20.53
Whitefish Auto - mount/balance 4 tires		PD		\$48.00
MN Dept of Public Safety - motor veh licenses		All		\$108.00
Whitefish Auto - oil/filter/ck belts/hoses		PD		\$20.53
Holiday - squad gasoline		PD		\$272.51
NSP - gas utilities		Warm House		\$78.97
NSP - gas utilities		Park		\$553.28
NSP - gas utilities		PW		\$223.45
Crosslake Rolloff - recycling		Recycle		\$1,600.00
Crow Wing Coop - cemetery lights	Annual	Cemetery		\$128.49
Gopher Sign - dead end signs		PW		\$116.03
Viking Coke - pop		Park		\$48.72
Payroll		All		N/A
PERA		All		N/A
State Taxes		All		N/A
Federal Taxes		All		N/A
Deferred Comp		All		N/A





CITY OF CROSSLAKE

RESOLUTION NO. 00-1

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a Resolution of the City Council adopted the 13<sup>th</sup> day of December, 1999, fixed a date for a Council Hearing on the proposed improvement of Rabbit Lane from the intersection of Pine Bay Drive to the end of the road by constructing road and drainage improvements,

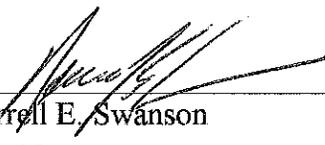
AS WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 6th day of January, 2000, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CROSSLAKE, MINNESOTA;

1. Such improvement is necessary, cost-effective, and feasible as detailed in the Feasibility Report.
2. Such improvement is hereby ordered as proposed in the Council Resolution adopted the 8th day of November, 1999.
3. Widseth, Smith and Nolting is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Adopted by the Council this 10<sup>th</sup> day of January, 2000.

  
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Thomas N. Swenson  
City Administrator

  
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Darrell E. Swanson  
Mayor

CITY OF CROSSLAKE

RESOLUTION NO. 00-2

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a Resolution of the City Council adopted the 13<sup>th</sup> day of December, 1999, fixed a date for a Council Hearing on the proposed improvement of Velvet Lane from the intersection of CSAH 36 approximately 400 feet to the end of the road by constructing road and drainage improvements,

AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 6th day of January, 2000, at which all persons desiring to be heard were given an opportunity to be heard thereon,

NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CROSSLAKE, MINNESOTA;

1. Such improvement is necessary, cost-effective, and feasible as detailed in the Feasibility Report.
2. Such improvement is hereby ordered as proposed in the Council Resolution adopted the 8th day of November, 1999.
3. Widseth, Smith and Nolting is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Adopted by the Council this 10<sup>th</sup> day of January, 2000.

  
\_\_\_\_\_  
Darrell E. Swanson  
Mayor

  
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Thomas N. Swenson  
City Administrator