

CROSSLAKE CITY COUNCIL
REGULAR SESSION - February 9, 1987
7:30 p.m. at City Hall

The City Council of Crosslake, Minnesota met in a regular session on Monday February 9, 1987 in the Council Chambers of City Hall. The following members were present: Mayor Oliver Courts and Councilmembers Elizabeth Andolshek, Lyle Arends, Diana Gallaway and Oliver Yates. Also present was Vern Lambert of Lambert Water Wells of Emily, Minnesota. There were approximately 18 members of the community present.

Mayor Courts called this regular council session to order at 7:30 p.m.

CONSENT CALENDAR - Minutes of the January 12, 1987 regular council session, the Clerk/Treasurer's financial report for January, the Telephone Company's financial report for January, and the Cablevision's financial report for January. MOTION NO. 2-01-87 WAS MADE BY COUNCILMEMBER ANDOLSHEK AND SECONDED BY COUNCILMEMBER ARENDS TO APPROVE THE CONSENT CALENDAR AS PRESENTED. MOTION PASSED UNANIMOUSLY.

CLERK'S REPORT - MOTION NO. 2-02-87 WAS MADE BY COUNCILMEMBER GALLAWAY AND SECONDED BY COUNCILMEMBER YATES TO APPROVE THE CLERK'S ATTENDANCE AT THE CLERK'S CONFERENCE ON MARCH 17, 18, and 19, 1987 AT THE SHERATON PARK PLACE HOTEL ON WAYZATA BOULEVARD IN MINNEAPOLIS. MOTION PASSED UNANIMOUSLY.

Clerk Buchite indicated she had copied a letter to the Council which was received from Northern National Bank showing the amount of collateral pledged to the City of Crosslake is \$885,000.00

Clerk Buchite informed the Council about the meeting she and Councilmember Gallaway had attended in Grand Rapids dealing with investments of municipal funds in a pool. Mayor Courts said that our financial advisor, Don Engen stated that anytime you could get one percent more it would probably be worth the City's time and effort to change banks. The Clerk will check into the pool and get back to the Council.

Clerk Buchite stated that there was a discrepancy in amount paid for mileage with the Telephone Company paying 21 cents a mile and the City paying only 20 cents a mile. After a brief discussion, MOTION NO 2-04-87 WAS MADE BY COUNCILMEMBER GALLAWAY AND SECONDED BY COUNCILMEMBER ARENDS TO INCREASE THE AMOUNT PAYABLE FOR MILEAGE TO 21 CENTS A MILE. MOTION PASSED UNANIMOUSLY.

A request for the Street Maintenance supervisor to attend workshops was presented by Clerk Buchite. MOTION NO. 2-05-87 WAS MADE BY COUNCILMEMBER ANDOLSHEK AND SECONDED BY COUNCILMEMBER GALLAWAY TO SENT THE CITY STREET SUPERINTENDENT TO THE GRAVEL ROAD AND PAVEMENT MAINTENANCE WORKSHOPS IN BRAINERD ON MARCH 10 and 11, 1987 AT A COST OF \$30.00 PER DAY. MOTION PASSED UNANIMOUSLY.

PARK COMMISSION - Council Liaison Andolshek reported that the next park Commission meeting is February 19, 1987 at 4:30 p.m. at the Community Center. Ms. Andolshek stated she would not be in attendance at that meeting since she would be in the Twin Cities. She stated she also had a request from

Park Director Patti Felber to attend a mini-conference of the Central Leisure Service Association in Alexandria at the Arrowwood Inn. MOTION NO. 2-06-87 WAS MADE BY COUNCILMEMBER ARENDS AND SECONDED BY COUNCILMEMBER YATES TO SEND THE CITY PARK DIRECTOR TO THE CLSA CONFERENCE IN ALEXANDRIA ON FEBRUARY 19 and 20, 1987. MOTION PASSED UNANIMOUSLY. Cost of the Conference will be \$20 registration and double occupancy room is \$29 plus mileage.

PLANNING AND ZONING COMMISSION - Coordinator Kingstedt requested Council approval on a recommendation from the Planning and Zoning Commission to approve a Conditional Use Permit for the Great Plains Gas Company to install an 18,000 gallon propane tank on property designated as industrial. The tank is being installed according to NFPA 58 Code for propane tank installations and has a \$5,000,000 insurance rider which Mr. Kingstedt has a copy of in the file. MOTION NO. 2-07-87 WAS MADE BY COUNCILMEMBER ANDOLSHEK AND SECONDED BY COUNCILMEMBER ARENDS TO GRANT A CONDITIONAL USE PERMIT TO GREAT PLAINS GAS COMPANY TO INSTALL AN 18,000 GALLON PROPANE TANK AS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION. MOTION PASSED WITH COUNCILMEMBER GALLAWAY ABSTAINING.

Coordinator Kingstedt said the next item was his contract for the year 1987. Mayor Courts said some members of the Council had wanted to see some word changes in the contract and also wanted to discuss increasing office hours by one day a week from May 1 to October 31. Mayor Courts requested that two separate motions be made dealing with the Coordinator's contract. Mr. Kingstedt said it really did not make any difference to him how the percentages were paid for septic permits since the work load was about the same for the issuing and inspection. MOTION NO. 2-08-87 WAS MADE BY COUNCILMEMBER ARENDS AND SECONDED BY COUNCILMEMBER YATES TO KEEP THE PERCENTAGES PAID FOR SEPTIC INSTALLATION AS IT IS AT PRESENT. MOTION PASSED UNANIMOUSLY.

MOTION NO 2-09-87 WAS MADE BY COUNCILMEMBER GALLAWAY AND SECONDED BY COUNCILMEMBER ANDOLSHEK TO INCREASE THE PLANNING AND ZONING COORDINATOR'S OFFICE TIME TO THREE DAYS A WEEK, NAMELY MONDAY, WEDNESDAY AND FRIDAY, AND TO CHANGE THE TIME FOR THE MONTHLY PLANNING AND ZONING MEETING SO AS NOT TO INTERFERE WITH OFFICE HOURS. After a lengthy discussion between the Council and the Coordinator, it was the consensus of the Council that the Coordinator spends much more than two days a week in the office during the busy season and that he should decide when he needs to be in the office. Mr. Kingstedt said that no one has had to wait to close up a septic system this past year, that he makes himself available when he is needed if at all possible. The Coordinator said that at times he works seven days a week and not two. The cost of mileage on the days he does not have office hours was discussed and Mr. Kingstedt said he did not expect a raise but also did not expect his mileage to be taken away from him. Mr. Kingstedt said he has made a lot of money for himself and the City because he doubled the permits written two years in a row, he enforced the City sign ordinance, and all mobile homes in Golden Rule Estates and Chatham Park have obtained permits. Mr. Kingstedt said he liked his work and felt the City Council was happy with his work and he would like the City Council to consider renewing his contract for four years instead of the one year contract. Mayor Courts said he felt that the Council was strapping the Coordinator down by tying him to three set days a week when he is on call for seven days at present. UPON REQUEST FOR A VOTE FROM THE MAYOR, THE MOTION DIED AS ALL COUNCILMEMBERS ABSTAINED FROM VOTING.

Discussion ensued as to a four year contract for the Coordinator. MOTION WAS MADE BY COUNCILMEMBER ARENDS TO SEND THE COORDINATOR'S CONTRACT AND REQUEST FOR A FOUR YEAR CONTRACT BACK TO THE PLANNING AND ZONING COMMISSION FOR APPROVAL BEFORE IT COMES TO THE COUNCIL. After a brief discussion, Mr. Kingstedt stated he wished to withdraw his request for a four year contract and would like Council approval of his contract just the way it was presented. MR. ARENDS WITHDREW HIS MOTION.

MOTION NO. 2-10-87 WAS MADE BY COUNCILMEMBER ARENDS AND SECONDED BY COUNCILMEMBER YATES TO APPROVE THE PLANNING AND ZONING COORDINATOR'S CONTRACT AS APPROVED BY THE PLANNING AND ZONING COMMISSION. MOTION PASSED UNANIMOUSLY.

Councilmember Gallaway asked about the fees that are received when the Coordinator goes on vacation or is ill. Mr. Arends said the Planning and Zoning Commission is discussing the possibility of having a deputy coordinator just in case the coordinator becomes ill or is called out of town.

CEMETERY - Liaison Andolshek said there was one burial this month. Ms. Andolshek also said the City maintenance man would like the Council's decision on the fencing so as to get it done early in the Spring.

PUBLIC SAFETY - Mr. Jim Gallaway, Public Safety Chairman, was present to request the Council approve the purchase of decals to be used on City vehicles as recommended by the Commission. MOTION NO. 2-11-87 WAS MADE BY COUNCILMEMBER ARENDS AND SECONDED BY COUNCILMEMBER GALLAWAY TO PURCHASE 100 DECALS FOR CITY VEHICLES AT A COST OF 626.70 FROM LAKES TEXTILE DESIGNS, AS RECOMMENDED BY THE PUBLIC SAFETY COMMISSION. MOTION PASSED UNANIMOUSLY. The cost of the decals will be paid out of administration funds and each department will be charged for them as they use them.

Mr. Gallaway said the next item that was recommended by the Commission is to allow the Police Chief to use the remaining funds in the uniform allowance fund as is needed for the part-time police officers. MOTION NO. 2-12-87 WAS MADE BY COUNCILMEMBER ANDOLSHEK AND SECONDED BY COUNCILMEMBER GALLAWAY TO ALLOW THE POLICE CHIEF TO USE THE REMAINING BALANCE IN THE UNIFORM ALLOWANCE FUND AS IS NEEDED FOR PART-TIME POLICE OFFICERS UNIFORMS. MOTION PASSED WITH COUNCILMAN ARENDS VOTING NAY.

The next item Mr. Gallaway brought before the Council was the 24 hours per week limit for part-time police officers during the Winter months. Chief Backdahl requested the Public Safety Commission change that limit to 96 hours a month for ease in scheduling. MOTION NO. 2-13-87 WAS MADE BY COUNCILMEMBER ANDOLSHEK AND SECONDED BY COUNCILMEMBER ARENDS TO CHANGE THE NUMBER OF WINTER HOURS FOR THE PART-TIME POLICE OFFICERS FROM 24 A WEEK TO 96 HOURS PER MONTH AS RECOMMENDED BY THE PUBLIC SAFETY COMMISSION. MOTION PASSED UNANIMOUSLY.

Ambulance Contract - Mayor Courts stated that at the last meeting of the Council the owner of the ambulance service stated that there has never been a formal contract for the ambulance service. A contract was submitted by the ambulance service for the Council's approval. MOTION NO. 2-14-87 WAS MADE BY COUNCILMEMBER ARENDS AND SECONDED BY COUNCILMEMBER YATES TO SIGN THE

CONTRACT AS SUBMITTED BY THE NORTH MEMORIAL MEDICAL CENTER FOR AMBULANCE SERVICE IF THE CITY ATTORNEY APPROVES OF THE CONTRACT. MOTION PASSED UNANIMOUSLY.

Fire Dept. Well - Mr. Vern Lambert of Lambert Water Wells of Emily was present to discuss the proposed new well for the fire department. Mayor Courts informed Mr. Lambert that the City is required to request a bid from another company. Mr. Lambert said he had no problem with that but he suggested that the bid be figured at 120 feet so the bids could be compared. Mr. Lambert stated that with a six inch pipe the fire department would be able to pump 300 gallons a minute at best and that the well for the Fifty Lakes Fire Department pumps about 242 to 260 gallons a minute, which is more than adequate. Mr. Lambert indicated that the well is to be terminated at the top of the well head for the price he quoted. The members of the Fire Department stated that they would finish the well the way they needed it to fill their trucks. Mr. Lambert also stated that he would stand behind the workmanship of the well for five years for labor and pump charge.

TELEPHONE - Mr. Robert Turner, Chairman of the Telephone Commission said the Commission had a few changes within the Commission Policy that they would like to have made. The first change was in paragraph seven on page one to be changed from "In the event a Commission member cannot serve his/her full term, a new member shall fill the unexpired term to be appointed in the above manner" to "In the event a Commission member cannot serve his/her full term, a new member shall be appointed in the above procedure to fill the unexpired term."

The second change is on page two, second paragraph. The wording "and financial update" is to be added. "The Chairperson and Manager shall prepare and distribute a written agenda and financial update prior to each regular meeting."

The third change is on page two, paragraph three and adds the wording "by the General Manager" after signed to read "All checks drawn on the Crosslake Telephone Company shall be signed by the General Manager and countersigned by the Mayor, Clerk/Treasurer or a third person designated by the Mayor in the absence of either of the above.

The fourth change is on page two, paragraph seven and includes the word "General" preceding Manager's. "General Manager's Salary Reviews".

The fifth change is on page three, number 2) which is to be deleted. "~~2) United-States-Telephone-Association-(USTA)~~"

The sixth change is on page three, paragraph 2 with an entire sentence to be added after the work "practicable". "Employees may attend meetings or seminars sponsored by these or similar organizations as deemed helpful to their skills as a telephone company employee. Employees' requests to attend must be approved by the General Manager and Telephone Commission."

The policy will also have an index and the headings will be classified as articles for easier reference. MOTION NO. 2-15-87 WAS MADE BY COUNCILMEMBER

ANDOLSHEK AND SECONDED BY COUNCILMEMBER GALLAWAY TO APPROVE ALL CHANGES IN THE TELEPHONE COMMISSION POLICY AS RECOMMENDED BY THE TELEPHONE COMMISSION. MOTION PASSED UNANIMOUSLY.

Mr. Turner said the next item he had was for Council approval of a 510 Chevrolet Blazer for approximately \$12,500 as recommended by the Telephone Commission. MOTION NO. 2-16-87 WAS MADE BY COUNCILMEMBER ANDOLSHEK AND SECONDED BY COUNCILMEMBER GALLAWAY TO PURCHASE THE 510 CHEVY BLAZER AS RECOMMENDED BY THE TELEPHONE COMMISSION. Lengthy discussion followed regarding written quotes and bids. It was the consensus of the Council that they wanted to see written quotes from the various dealers. Mayor Courts called for a vote and MOTION WAS DECLARED DEAD WITH COUNCILMEMBERS ARENDS, GALLAWAY AND YATES VOTING NAY. Mayor Courts reminded the Council that the purchase of a vehicle for the Telephone Manager was approved at the special council session on February 6, 1987. MOTION NO. 2-17-87 WAS MADE BY COUNCILMEMBER ARENDS AND SECONDED BY COUNCILMEMBER GALLAWAY TO TABLE THE PURCHASE OF A VEHICLE FOR THE GENERAL MANAGER UNTIL WRITTEN QUOTES ARE RECEIVED. MOTION PASSED UNANIMOUSLY.

Mr. Turner stated that the prior Council voted to have all City vehicles the same color. Mayor Courts said he felt it should be the Telephone Managers decision while Mr. Arends said he felt we should try to stick with one basic color. MOTION NO. 2-18-87 WAS MADE BY COUNCILMEMBER ANDOLSHEK AND SECONDED BY COUNCILMEMBER GALLAWAY TO LEAVE THE COLOR UP TO THE MANAGER'S DISCRETION. MOTION PASSED WITH COUNCILMAN ARENDS VOTING NAY.

ROADS - Road Superintendent Pat Hoag stated that they were in the process of looking for a used grader according to instructions of the Road Commission. Councilmember Gallaway asked if the Road Commission had specifications that they were using for a road grader so as to abide with the bidding statutes. Mr. Hoag said they would check into it.

Councilmember Andolshek asked about the sign for Verna Drive and Mayor Courts said he has information that Verna Drive is a private road so he is going to request that the Road Commission come up with a policy to deal with such items.

FUNDING AND FUTURE DEVELOPMENT - Mr. Leo Fraser, Chairman of the Funding and Future Development Commission stated that the Commission has had five meetings to date and are looking at the possibilities of remodeling the present City Hall, building a new city hall or purchasing a different building.

PERSONNEL - Mayor Courts stated his office is open every Friday. He also stated that he is working on a personnel policy and will be calling a special council meeting to establish a personnel policy.

MAYOR'S REPORT - Mayor Courts indicated he will be calling a special meeting of the Road Commission and the Council in March to discuss the five year road plan with Bruce Buxton of Widseth Smith Nolting and Associates.

Mayor Courts also said he will be calling a special meeting with the Park Commission in March to establish policies.

Mayor Courts declared he had written a letter to the ISO Commercial Risk Service to change the classification of insurance rates for the City of Crosslake from Class 9 to Class 8. If the classification is changed it will reduce all fire insurance rates within a five mile radius of the fire hall.

NEW BUSINESS - Nothing

OLD BUSINESS - Mayor Courts and Councilmembers Gallaway and Andolshek reported that the newly elected officials conference on January 30 and 31, 1987 was very informative and beneficial to them. Councilmember Gallaway stated that the Friday conference on Ethics and Public Leadership was very good and that she would recommend more newly elected councilmembers be allowed to attend it in the future.

Mayor Courts announced new appointments of Mary Kay Kendall and Colleen Keim as alternates to the Planning and Zoning Commission, Walt Denny as alternate to the Public Safety Commission and Bill Heisserer and Vickey Leonard to the Park Commission. MOTION NO 2-19-87 WAS MADE BY COUNCILMEMBER GALLAWAY AND SECONDED BY COUNCILMEMBER ANDOLSHEK TO APPROVE THE APPOINTMENTS AS PRESENTED BY MAYOR COURTS. MOTION PASSED UNANIMOUSLY. Coordinator Kingstedt said he would invite the alternates to the next Planning and Zoning meeting so as to keep them informed of upcoming issues.

Councilmember Andolshek said that she had asked about the County installing a light on the intersection of County roads 6 and 16 and that it would be Crow Wing Coop who should be asked. Mayor Courts said it had been brought up at the Public Safety meeting and they would check into it.

Park Director Felber stated that the Food Shelf in Crosslake has been serving between 20 and 30 families but that it is running short of a lot of items and any individual or organization that wishes to contribute could do so.

Councilmember Andolshek asked Clerk Buchite if she had contacted Duane Blanck's office regarding the signs on Courty Roads 36 and 37. Clerk Buchite said she had contacted them and was informed that they are not finished placing the road signs but would do so in the Spring.

ADJOURN - MOTION NO. 2-20-87 WAS MADE BY COUNCILMEMBER ARENDS AND SECONDED BY COUNCILMEMBER GALLAWAY TO ADJOURN THIS REGULAR COUNCIL SESSION AT 9:20 P.M. MOTION PASSED UNANIMOUSLY.

Recorded and transcribed by:



Arlene A. Buchite, City Clerk/Treasurer