

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, FEBRUARY 11, 2013
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, February 11, 2013. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, John Moengen and Mark Wessels. Gary Heacox was absent. Also present were Community Development Director Ken Anderson, Police Chief Bob Hartman, Fire Chief Chip Lohmiller, Public Works Director Ted Strand, Park and Recreation Director Jon Henke, General Manager Paul Hoge, City Attorney Brad Person, City Engineer Mark Hallan, Northland Press Reporter Paul Boblett, and Echo Publishing Reporter Kate Perkins. There were approximately seventeen people in the audience.

A. CALL TO ORDER – Mayor Schneider called the Regular Council Meeting to order at 7:00 P.M. MOTION 02R-01-13 WAS MADE JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ACCEPT THE ADDITIONS TO THE AGENDA AS PRESENTED. MOTION CARRIED WITH ALL AYES.

B. CRITICAL ISSUES –

1. Cindy Myogeto of the Crosslake Chamber appeared before the Council and thanked several people for their support in the Winterfest Celebration including all of the sponsors, Jess Eide of Moonlite Bay, WCCO, City Employees Jon Henke, Jenny Max, Ted Strand, Ken Anderson, Terry Kinkaid, and Ron Harkin, and all of the community members that participated in the festivities. Winterfest was a success.

Ms. Myogeto stated that the St. Patrick's Day Celebration will take place on Saturday, March 16, 2013. The parade will begin at 2:00 P.M. and the route will be the same as last year's, starting in Town Square, then south on Pioneer Drive, west on County Road 3 and north on County Road 66 to C&C Boatworks. The Chamber has received approval from the County Highway Department to use County Roads 3 and 66. More foot patrol will be used this year to keep people and vehicles off the streets until the parade is over. MOTION 02R-02-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE USE OF CITY STREETS FOR THE PARADE ROUTE AND TO ALLOW CITY STAFF TO HELP WITH THE SETUP, CLEANUP AND CONTROL OF THE PARADE. MOTION CARRIED WITH ALL AYES. A raffle will be held on Sunday, March 17, 2013 at Manhattan's at 5:30 P.M. MOTION 02R-03-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO APPROVE THE APPLICATION FOR EXEMPT PERMIT TO CONDUCT A RAFFLE AT MANHATTAN'S ON SUNDAY, MARCH 17, 2013. MOTION CARRIED WITH ALL AYES. (Note: Because the application was submitted during the meeting, staff was not aware that the raffle

would take place outside the City's jurisdiction and therefore a motion was not necessary.)

Cindy Myogeto invited any interested business member to attend the Chamber's Explore Crosslake Business Meetings that are held the first Tuesdays of every month at 8:00 A.M. These meetings are open to non-Chamber members as well and are usually held at Golden Horizons Assisted Living Facility. The local Chamber Board made up of Crosslake business owners and managers runs the meetings and Ms. Myogeto shared a list of the Board's contact information should anyone have a question regarding the meetings or their activities.

C. CONSENT CALENDAR – MOTION 02R-04-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) REGULAR MEETING MINUTES OF JANUARY 14, 2013; (2.) SPECIAL MEETING MINUTES OF JANUARY 18, 2013; (3.) SPECIAL MEETING MINUTES OF JANUARY 31, 2013; (4.) CROSSLAKE COMMUNICATIONS BALANCE SHEET AND INCOME STATEMENT/DETAIL OF RESERVE BALANCES DATED NOVEMBER 30, 2012; (5.) CROSSLAKE COMMUNICATIONS BALANCE SHEET AND INCOME STATEMENT/DETAIL OF RESERVE BALANCES DATED DECEMBER 31, 2012; (6.) CITY MONTH END REVENUE REPORT DATED DECEMBER 2012; (7.) CITY MONTH END EXPENDITURE REPORT DATED DECEMBER 2012; (8.) PLEDGED COLLATERAL REPORT DATED 2/4/13 FROM JENNIFER MAX AND PLEDGE UPDATES. MOTION CARRIED WITH ALL AYES.

D. MAYOR'S REPORT –

1. Mayor Schneider announced that the Crow Wing County Highway Department will be holding a Public Open House at Crosslake City Hall on Tuesday, February 19, 2013 from 5:00 P.M. to 7:00 P.M. in regards to the reconstruction project of County State Aid Highway (CSAH) 3 from CSAH 37 to CSAH 1 in 2014. This open house is intended to give the community a detailed view of the preliminary design and an opportunity to ask related questions. Maps and other pertinent information relating to this project will be available for public inspection at the Public Open House. Public comment will also be available. Everyone is encouraged to attend.
2. Included in the packet for Council review was a memo from Mayor Schneider dated February 7, 2013 regarding Commission appointments. MOTION 02R-05-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO APPROVE THE FOLLOWING COMMISSION APPOINTMENTS: PARK/LIBRARY COMMISSION – JOE ALBRECHT APPOINTMENT TO 2ND 3-YEAR TERM TO EXPIRE 1/31/16, ALDEN HARDWICK APPOINTMENT TO 2ND 3-YEAR TERM TO EXPIRE 1/31/16, ROBB REED APPOINTMENT TO 1ST 3-YEAR TERM TO EXPIRE 1/31/16; ECONOMIC DEVELOPMENT AUTHORITY – MANDY MITCHELL APPOINTMENT AS ALTERNATE;

UTILITY ADVISORY BOARD – MIKE WINKELS APPOINTMENT TO 1ST 3-YEAR TERM TO EXPIRE 1/31/16, MIKE MYOGETO APPOINTMENT TO 2ND 3-YEAR TERM TO EXPIRE 1/31/16. MOTION CARRIED WITH ALL AYES.

Mayor Schneider stated that the Council would discuss Personnel Committee recommendations later in the agenda but wanted the audience to know that a Personnel Committee Meeting will be held on Thursday, February 14, 2013 at 8:30 A.M. for the purpose of modifying the City's organizational chart. The Mayor welcomed the public to attend the meeting.

E. PUBLIC FORUM –

1. Dave Nevin of 15024 Wilderness Trail requested the Council provide more portable bathrooms at the St. Patrick's Day Parade.
2. Mike O'Connell of 35411 Riverwood Court replied that he was the Chamber's chairperson for the parade and that the Chamber would make sure that there would be more bathrooms along the parade route.

F. CITY ADMINISTRATOR'S REPORT – Mayor Schneider reported that Jenny Max was not in attendance at the meeting because she was taking personal time. The Mayor stated that Ms. Max submitted a letter dated January 31, 2013 to the Council relinquishing her duties as Interim City Administrator until the role was better defined. The Personnel Committee accepted Jenny Max's resignation of Interim City Administrator at their meeting of February 7, 2013. MOTION 02R-06-13 WAS MADE BY DARRELL SCHNEIDER AND SECONDED BY JOHN MOENGEN TO ACCEPT JENNY MAX'S RESIGNATION LETTER OF INTERIM CITY ADMINISTRATOR AS OF 2/1/13. MOTION CARRIED WITH ALL AYES.

1. City Bills for Approval – MOTION 02R-07-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE BILLS FOR PAYMENT FOR FEBRUARY AS SUBMITTED IN THE AMOUNTS OF \$110,850.65 AND \$27,811.94. MOTION CARRIED WITH ALL AYES.
2. A memo dated February 4, 2013 from Crow Wing County Land Services Department regarding the Local Board of Appeal & Equalization Meeting was included in the packet for Council review. Mayor Schneider stated that each local board meeting must have one member who has attended the training course within the past four years and that the City must have a quorum present at the meeting. Mayor Schneider stated that he intended on attending the training session and urged the Council Members to attend as well. MOTION 02R-08-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO SET THE DATE FOR THE LOCAL BOARD OF APPEAL & EQUALIZATION MEETING ON FRIDAY, APRIL 19, 2013 AT 10:00 A.M. MOTION CARRIED WITH ALL AYES.

3. Included in the packet for Council review was a memo dated February 4, 2013 from the Deputy Clerk requesting that the Council approve the repurchase of two cemetery lots from Margery Lee. The lots were originally purchased on June 8, 2001 by Dwight and Margery Lee in the amount of \$150. MOTION 02R-09-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE REPURCHASE OF CEMETERY ANNEX LOTS K AND L IN BLOCK 17, LOT 3 IN THE AMOUNT OF \$150 FROM MARGERY LEE. MOTION CARRIED WITH ALL AYES.
4. Donation requests were received from the Pequot Lakes High School Grad Blast Committee and the Pine River – Backus Grad Blast Committee. Grad Blast is an all night activity the graduating seniors can attend the night of graduation which helps keep the students safe in a drug and alcohol free environment. MOTION 02R-10-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO DONATE \$100 TO EACH SCHOOL – PEQUOT LAKES AND PINE RIVER-BACKUS – FOR GRAD BLAST CELEBRATIONS. MOTION CARRIED WITH ALL AYES.
5. A memo dated February 11, 2013 from Jenny Max requested Council approval on a transfer of ownership of a liquor license. On September 4, 2012 shares of Zorbaz of Cross Lake, Inc. common stock were transferred from Melissa A. Bildeaux to Matthew E. Pierce. Cole Hanson, who holds 51% ownership in the corporation, was named Chief Executive Officer and Matthew E. Pierce, who holds 49% ownership in the corporation, was named Chief Financial Officer. Chapter 4, Section 4-225 of the City Code states “No license shall be transferable between persons or to a different location without prior consent of the council. Any change in individual ownership, incorporation, or substitution of partners is a transfer. It is unlawful to make any transfer in violation of this section.” MOTION 02R-11-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY DARRELL SCHNEIDER TO APPROVE THE TRANSFER OF OWNERSHIP FROM MELISSA A. BILDEAUX TO MATTHEW E. PIERCE ON ZORBAZ OF CROSS LAKE, INC. LIQUOR LICENSE. Steve Roe asked if a background check had been done on the new owner. Chief Hartman confirmed that a background check was done on the new owner and came back clear. MOTION CARRIED WITH ALL AYES.
6. A memo dated February 11, 2013 from Jenny Max regarding Landscape Contractors/Excavators Licenses was included in the packet for Council review. MOTION 02R-12-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO APPROVE ISSUANCE OF LANDSCAPE CONTRACTORS/EXCAVATORS LICENSES TO WANNEBO EXCAVATING, EBNET SUPPLY DBA LAKESHORE CONSTRUCTION, LAKESIDE LAWN & LANDSCAPE INC. AND NORTH COUNTRY LAWN CARE INC. FOR 2013. MOTION CARRIED WITH ALL AYES.
7. Included in the packet for Council information was a listing of contractors/excavators who have received Landscape Contractors/Excavators Licenses approved by the City Council through January 31, 2013 for the 2013 calendar year.

H. COMMISSION/DEPARTMENT REPORTS –

1. PLANNING AND ZONING –

- a. The January 2013 Permit Summary was included in the packet for Council Information. Ken Anderson noted that six permits with a total valuation of \$91,714 were issued in January. For the same period in 2012 three permits were issued with a total valuation of \$2,560. One variance request, one conditional use permit and one subdivision application will be reviewed at the Planning and Zoning Commission's February Meeting. Planning and Zoning continues to work with the DNR on the Guest Quarter Ordinance.
- b. Included in the packet for Council information was a letter dated January 30, 2013 from Mike Couri to Mathias & Teresa Kuker of 12635 Arrowhead Lane regarding noncompliant land alterations. The letter reviewed the history of the matter and what the City Code permits and asked that the Kukers confirm that they will comply with the City Code once the weather permits. The City will pursue enforcement in Crow Wing County District Court if confirmation to comply is not received.
- c. Included in the additions to the agenda was a memo dated February 11, 2013 from Ken Anderson regarding a Crow Wing County letter to classify property as "Non-Conservation" for future sale of tax forfeited land. The subject parcel abuts and is east of 12398 Whitefish Ave and is .57 acres in size. The primary use on the parcel is the paved travel surface of Whitefish Ave. that is maintained for public use by the City of Crosslake. County staff indicated in their letter that the value of the property is \$4,600. Ken Anderson left a message with the Public Land Management Office at the County to determine if a lower value can be agreed upon for the purchase of the parcel by the City of Crosslake. Ken Anderson presented three options for the Council to consider: 1.) Request the City Council table the action on the request until the March 11, 2013 Regular City Council Meeting; and furthermore, to direct staff to coordinate with County staff to determine the parcel purchase price if acquired by the City of Crosslake; 2.) If the City Council agrees the parcel should be classified as "Non-Conservation" so it may be sold to the City or a private party in a future public auction, then a motion should be adopted directing that staff notify the County that the City Council of the City of Crosslake approves of the parcel with real estate code 1415800090AC009 to be classified as "Non-Conservation" and for the intended sale; or 3.) If the City Council does not wish to allow the parcel to be sold, then a motion should be adopted informing Crow Wing County that the City Council does not approve of the proposed change in classification to "Non-Conservation" and to direct staff to so inform the County.

Ken Anderson recommended that the Council approve Option 1 so that he can negotiate a value for the land with the County. Mr. Anderson stated that if the Council decided to take no action, the City would still maintain and plow the road; however, it would be best for the City to have clear ownership of the property. Mayor Schneider stated that he agreed with Mr. Anderson. Steve

Roe asked what would happen if a private party purchased the property. Ken Anderson replied that the City would have a prescriptive easement to maintain the road because the City has been maintaining it for more than six years. John Moengen stated that the City could take no action at all. MOTION 02R-13-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO TABLE ACTION REGARDING THE CLASSIFICATION OF PROPERTY AS "NON-CONSERVATION" FOR FUTURE SALE OF TAX FORFEITED LAND UNTIL MARCH 11, 2013 AND TO DIRECT STAFF TO COORDINATE WITH COUNTY STAFF TO DETERMINE THE PARCEL PURCHASE PRICE IF ACQUIRED BY THE CITY OF CROSSLAKE. Attorney Person warned that there could be title problems in the future if the City did not acquire the parcel. MOTION CARRIED WITH ALL AYES.

Ken Anderson informed the Council that the Ideal Sno Pros are exploring new options for the snowmobile crossing from Rush Lake to Cross Lake and are no longer considering the property owned by the McKays. Ken Anderson stated that he would notify the McKays of this decision.

Ken Anderson stated that Crow Wing County is selling trees and plants. Order forms are available on the City of Crosslake and County websites. Mark Wessels asked if Mr. Anderson would charge \$75 for people to plant the trees. Ken Anderson replied that there is a permit fee to remove trees, not to plant trees.

2. PUBLIC WORKS/CEMETERY/SEWER
 - a. The December 2012 Wastewater Treatment Discharge Monitoring Report was included in the packet for Council information.
3. PUBLIC SAFETY –
 - a. Chief Hartman reported 125 calls in Crosslake for January.
 - b. Chief Hartman reported 19 calls in Mission Township for January.
 - c. Included in the packet for Council information was a letter dated January 14, 2013 from Sheriff Todd Dahl recognizing Officer Jake Maier for his admirable performance in assisting the County on a call regarding a suicidal male in Merrifield. Officer Maier and nine others were charged with the responsibility of maintaining the perimeter for the length of the incident while enduring subzero temperatures. Sheriff Dahl thanked Maier for his commitment and assistance during a long cold night.
 - d. The Crosslake Fire Department responded to 20 calls in January.
 - e. North Ambulance had 44 callouts for Crosslake in January.
 - f. Chief Lohmiller presented the 2013-2014 Fire Service Contracts with Manhattan Beach and Fairfield Township to the Council for approval. Steve Roe asked if first responder and fire calls were identified by jurisdiction. Chief Lohmiller replied that those numbers would be calculated starting this year. John Moengen stated that the cost of the contracts is based on 3.5% of

the municipalities' tax capacity. Contract prices have decreased because tax capacities have decreased over the last few years. MOTION 02R-14-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE 2013-2014 FIRE SERVICE CONTRACTS WITH MANHATTAN BEACH AND FAIRFIELD TOWNSHIP. MOTION CARRIED WITH ALL AYES.

- g. A memo dated February 11, 2013 from Chief Lohmiller regarding pay requests from Baratto Brothers for the ambulance addition were included in the packet for Council review. MOTION 02R-15-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE PARTIAL PAYMENT REQUESTS #2 AND #3 TOTALING \$55,000 TO BARATTO BROTHERS FOR THE AMBULANCE ADDITION PROJECT. Chief Lohmiller reported that the ambulance crew would be moving into the building on Friday. John Moengen commended Chief Lohmiller for doing a great job on the ambulance addition project. MOTION CARRIED WITH ALL AYES.

4. **CROSSLAKE COMMUNICATIONS –**

- a. Crosslake Communication's Bills for Approval – MOTION 02R-16-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE NOVEMBER 2012 BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$278,157.51 AND THE DECEMBER 2012 BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$239,809.91. MOTION CARRIED WITH ALL AYES.
- b. The Highlights Report for January was included in the packet for Council information. Paul Hoge reported that the audit went well with no adjusting entries required. Cable TV programmers are increasing cable rates 28%. Crosslake Communications is researching the move to all digital on the cable TV system. Regarding the call completion issues, Paul Hoge reported that the FCC issued a Notice of Proposed Rule Making seeking comment on rules to address problems in the completion of long-distance telephone calls to rural customers across the country. The National Association of Regulatory Utility Commissioners has asked the FCC to undertake enforcement actions.

Steve Roe stated that he wants the Council to consider eliminating the transfer of 8% of Crosslake Communications gross receipts to the City's general fund. Mayor Schneider stated that taxes would increase 10% if the Council eliminated this revenue. John Moengen stated that as liaison to Crosslake Communications, he has been looking into the possibility of eliminating the operating transfer so that those funds could be reinvested into the company. Mark Wessels asked what the value of Crosslake Communications was and why the City doesn't consider selling the company. Paul Hoge replied that counties and cities across the nation are trying to acquire internet companies and that the City is fortunate to own Crosslake Communications. Mr. Hoge stated that the audit is now complete and the auditor will be able to give the Council the value of the company.

- c. The Crosslake Communications Regular Meeting Summary of January 29, 2013 was included in the packet for Council information.
 - d. The Crosslake Communications Customer Counts Report was included in the packet for Council information.
5. PARK AND RECREATION/LIBRARY –
- a. The Crosslake Park/Library Commission Meeting Minutes of October 24, 2012 were included in the packet for Council information.
 - b. Park Director Jon Henke reported that the first week of March is “National Return Your Borrowed Books Week”. The Crosslake Area Library will waive the non-refundable administration fee attached to fine notices from March 1st through March 7th. On March 14th at 2:00 P.M. at the Community Center the MN Legacy Amendment will sponsor Rhoda Jackson’s portrayal of Emily Dickinson. Ms. Jackson is from the MN History Players and the short program blends poetry and prose in a theatrical setting. Preschool Story Hour takes place at the Library on Thursday mornings at 10:00 A.M. Donna Keiffer offers aerobics classes Monday, Tuesday and Thursday mornings at 9:00 A.M. Senior meals are offered at the Community Center Monday through Friday at 11:30 A.M. The Community Center offers an array of fitness equipment. A certified personal trainer is available to walk you through all of the different equipment free of charge when you sign up for a membership. The Silver Sneakers program has started. Anyone 65 years of age or older with a qualifying insurance plan is eligible to receive a free fitness room membership. The Silver Sneakers Muscular Strength and Range of Movement Class is Monday and Thursday mornings from 10:30 A.M. to 11:15 A.M. The class is free to all eligible members and is available to non-members for a fee of \$4 per class. As the population increases with residents returning to the area in the spring, there may be a need to have several Silver Sneakers classes. The Park and Recreation Department would like to thank the community for their support of the Winterfest activities as well as the planning committee, Community School, Ted Strand, Ron Harkin, Jeremy Pollock, the Crosslake Fire Department, Moonlite Bay, Doug Taylor and the Ideal Sno Pros. The festival was a success. Volleyball is available Wednesday nights from 6:15 P.M. to 8:45 P.M. Cost is \$4 per session or \$17 for 10 weeks. Yoga classes are temporarily cancelled and will resume April 16th. Attendance for the Community Center for the month of January was 5,416 and 2,072 for the Library. The Community Center is now open from 8:00 A.M. to 4:00 P.M. on Saturdays. The skating pond is open and skating hours coincide with the regular Community Center hours. The lights for the rink can be turned on manually after dark and will automatically shut off at 8:00 P.M. At its meeting of January 29th, the Crosslake Park and Library Commission passed a motion to recommend to the City Council that cash in lieu of land be collected for the upcoming approval of the Otterlei Estates Plat. Jon Henke thanked the Ideal Sno Pros for grooming the Crosslake Nordic Ridge Ski Trail located at the Community Center. The club belongs to the Crow Wing County Snowmobile Trail Association which is made up of 12 snowmobile clubs. The cost of the

Sno Pros groomer is \$160,000 and the drag runs around \$16,000. The club is seeking a grant to help cover the cost of a new, smaller drag to use behind a UTV that they own and asked Mr. Henke to write a letter of support to be included with their grant application. It was the consensus of the Council that Jon Henke should write a letter of support for the Ideal Sno Pros grant application.

Jon Henke reported that the Kitchigami Regional Library Board decided to cut \$20,000 in funding to the Crosslake and Pequot Lakes Libraries at their January 17th meeting. The board made this decision in response to the County Board transfer of \$20,000 to the Brainerd Senior Center that was originally intended to go towards Crow Wing County library funding. In 2010 and 2011 the Pequot Lakes and Crosslake Libraries received \$5,000 for the purchase of materials. In 2012 they received \$10,000 each. The Brainerd Library is set to receive approximately \$150,000 from the regional system to purchase new materials for their library in 2013. The Pequot Lakes and Crosslake Libraries would like to request the Kitchigami Library Board for 10% of those funds to continue the ability to purchase new books. The communities in and around Crosslake provide close to 40% of the \$529,000 the County receives for library funding. Mr. Henke requested permission to approach the County Board for a resolution of support and to request that the Kitchigami Regional Library Board reinstate funding for the libraries in Pequot Lakes and Crosslake. Steve Roe asked how much money goes to the library system from Crosslake tax dollars. Jon Henke replied that Crosslake contributed approximately \$70,000 to the Kitchigami Library System in 2008 and added that the request of 10% is not too much to ask. MOTION 02R-17-13 WAS MADE BY STEVE ROE AND SECONDED BY DARRELL SCHNEIDER TO DIRECT JON HENKE TO APPROACH THE COUNTY BOARD FOR A RESOLUTION OF SUPPORT AND PROCEED WITH NEGOTIATIONS TO REINSTATE LIBRARY FUNDING FROM KITCHIGAMI REGIONAL LIBRARY BOARD. MOTION CARRIED WITH ALL AYES.

- c. The Crosslake Area Library received \$500 in donations. The donations were part of a memorial fund. The funds will be used to purchase new hard cover books for the Crosslake Area Library. MOTION 02R-18-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO ACCEPT TWO DONATIONS TOTALING \$500. MOTION CARRIED WITH ALL AYES.

6. PERSONNEL COMMITTEE –

- a. A memo dated February 7, 2013 from the Personnel Committee recommending a change to the Personnel Committee was included in the packet for Council review. Because there is no City Administrator at this time, the Personnel Committee is down to three members. MOTION 02R-19-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO ADD THE CLERK/TREASURER AS A MEMBER OF THE PERSONNEL COMMITTEE UNTIL SUCH A TIME AS THE

COMMITTEE RECOMMENDS MAKING A PERMANENT CHANGE.
MOTION CARRIED WITH ALL AYES.

- b. A memo dated February 7, 2013 from the Personnel Committee regarding a recommendation to authorize the Personnel Committee to create a new City flow chart was included in the packet for Council review. At its meeting of February 7th, the Personnel Committee discussed the status of the City Administrator's position and how to best approach the changes to the Administration Department and the City's organizational structure. At that same meeting John Moengen stated that he has been working on a revised flow chart for the City and the Committee agreed that developing a flow chart would be the best approach to figuring out what the new City structure would look like. By developing a flow chart, the responsibilities that used to be given to the City Administrator might be able to be delegated to other individuals. MOTION 02R-20-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO ALLOW THE PERSONNEL COMMITTEE TO ESTABLISH A FLOW CHART FOR THE NEW ORGANIZATIONAL STRUCTURE OF THE CITY AND TO PRESENT THE CHART TO THE CITY COUNCIL FOR FINAL APPROVAL. MOTION CARRIED WITH ALL AYES.
- c. A memo dated February 7, 2013 from the Personnel Committee regarding a recommendation to direct Council Liaisons to deal with communications with the public was included in the packet for Council review. John Moengen stated that he would like to see the Council Liaisons take a more active role in addressing any citizen complaints or questions which would take some of the burden off the staff in dealing with these issues. MOTION 02R-21-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO AUTHORIZE CITY STAFF TO PASS ON ANY CITIZEN COMMUNICATIONS TO THEIR RESPECTIVE COUNCIL LIAISONS. Steve Roe stated that it is important that the Council decide the direction that the City is moving and what the City will look like when they are done. John Moengen replied that the Personnel Committee is going to work on that issue and bring their findings to the Council for approval. MOTION CARRIED WITH ALL AYES.

Mayor Schneider reported that the Personnel Committee has met twice and three residents attended the meeting on February 7th. Mayor Schneider suggested that the Council meet for a workshop rather than having the Personnel Committee discuss the matters concerning the structure of the City. The first objective would be to divide the City Administrator's tasks between other individuals and then create a flow chart. Steve Roe stated that the City needs to have a plan and the people need to know what direction the Council is taking.

Sandy Eliason of 35424 Maroda Drive addressed the Council and stated that the Council represents all of the people of Crosslake and that the Council should ask for citizen input before making major changes.

Pat Netko of 36084 County Road 66 stated that she believes less government can be better but the people need to know what the plan is for the City. John Moengen replied that the Council needs to measure the need for an administrator and determine if the public is satisfied with the services they receive.

Mark Wessels stated that the City is looking for public input by opening the Personnel Committee meetings to the public and added that many cities do not have City Administrators. Mr. Wessels would like to see how the City functions without a City Administrator before the Council decides to replace the position.

Deb Doerfler of 16668 County Road 36 addressed the Council and stated that most cities that are the size of Crosslake do not have city administrators. Ms. Doerfler added that a City Administrator was hired in Crosslake to assist with the Sewer Project and that he wasn't needed after that project was done. Ms. Doerfler also stated that the department heads have allowed the City Administrator to handle all of the difficult issues and that the public elected the Council to run the City, not staff.

Mayor Schneider suggested that the Council hold more meetings to discuss where the City is headed and perhaps in the evenings so that it is easier for the public to attend. John Moengen urged the public to contact the Council with any questions or concerns they have at any time.

Dick Dietz of 38559 Manhattan Drive asked for clarification regarding complaints being taken by the Council Liaisons. Mr. Dietz asked that if he were to call the phone company for cable problems, would John Moengen fix it. Mr. Dietz added that the public does not know who the Liaisons are and wouldn't know who to contact for each department. Mayor Schneider replied that the City will publish the list of Council Liaisons. Mr. Dietz asked if the department heads are clear on when to contact the Liaison. Mark Wessels stated that the process is easy to understand and that the Council can make this work without an administrator. Chief Hartman addressed the Council and stated that if complaints come in regarding his department or his officers, he wants to handle the complaint first and if it is not resolved to the complainants satisfaction, then the Liaison could be contacted. EDA President Patty Norgaard requested that all questions regarding the EDA be directed to her. In order to clarify the intent of the previous motion, MOTION 02R-22-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO AUTHORIZE CITY STAFF TO PASS ON ANY CITIZEN COMMUNICATIONS TO THE DEPARTMENT HEADS FIRST, AND IF NO RESOLUTION IS REACHED, THEN TO THEIR RESPECTIVE COUNCIL LIAISONS. MOTION CARRIED WITH ALL AYES.

Steve Roe stated that this was the first time he heard that the Council was not going to replace the City Administrator and insisted on knowing the plan of action of the Council. MOTION 02R-23-13 WAS MADE BY STEVE ROE AND SECONDED BY DARRELL SCHNEIDER TO HOLD THREE COUNCIL WORKSHOPS TO ENGAGE THE CITIZENS IN DETERMINING THE DIRECTION OF THE CITY. Mr. Roe stated that the three Council Members who ran for office in 2012 did not state that they wished to eliminate the City Administrator position during their campaigns. Mark Wessels argued that he did speak of eliminating the City Administrator position while campaigning. Mr. Wessels added that the City has only been without a City Administrator for 11 days because the Interim City Administrator wanted a redefinition of her duties after 14 days and quit after 30 days. Steve Roe stated that the City lost three people in 20 days; Tom Swenson, Mike Couri and Edy Asell. MOTION CARRIED WITH ALL AYES.

7. ECONOMIC DEVELOPMENT AUTHORITY --

- a. EDA Meeting Minutes of January 9, 2013 were included in the packet for Council information.

8. RECYCLING --

- a. The Crosslake Roll-Off Recycling Report for January 2013 was included in the packet for Council information.
- b. The Waste Partners Recycling Report for December 2012 was included in the packet for Council information.

H. OLD BUSINESS – None.

I. NEW BUSINESS – None.

J. PUBLIC FORUM –

1. Mark Lafon of 13058 Happy Cove Road addressed the Council and stated that the Council Members are not listening to one another and that the purpose of the Personnel Committee Meeting and the Council Workshop sound the same. Mr. Lafon stated that the Council should begin with making job descriptions for employees because no one knew what the role of the City Administrator was. Steve Roe replied that all City employees have job descriptions. Mr. Lafon asked how to obtain the job descriptions and whether they were on the City's webpage. Mr. Lafon requested a copy of all job descriptions.

2. Pete Abler of 34447 Duck Lane stated that he came to City Hall and requested copies of job descriptions and had no problems receiving them. Mr. Abler added that many of the duties of the City Administrator were likely informal and not listed in a job description because they include handling unpredictable problems.

3. Mark Wessels had a list of issues he wanted to address. Mr. Wessels asked if any information was obtained regarding airing the Council Meeting videos on the webpage. MOTION 02R-24-13 WAS MADE BY MARK WESSELS AND SECONDED BY STEVE ROE TO DIRECT THE DEPUTY CLERK TO RESEARCH THE COST AND ABILITY FOR THE CITY TO POST ITS COUNCIL MEETINGS ON THE CITY WEBPAGE. MOTION CARRIED WITH ALL AYES.

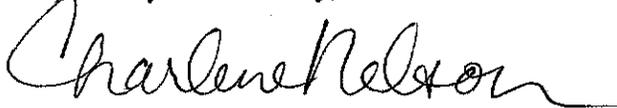
Mark Wessels asked why contact information for the Council Members is not listed on the City's webpage. Steve Roe replied that he did not want his personal email available to the public. Mr. Wessels requested that his personal email be added to the webpage.

Mark Wessels stated that the City has an unresolved issue of lot line enforcement and that he received a proposal from Chad Connor of WSN to clarify the City's involvement. Steve Roe replied that the Council agreed that lot line disputes were civil issues. Mark Wessels agreed that the City should not be involved in lot line disputes but that the Council tabled the issue and never made a motion to adopt a formal policy stating the City's position. Mr. Wessels stated he would forward the document to the Deputy Clerk to be addressed at the next Council Meeting.

Mark Wessels requested that a draft copy of the meeting minutes be provided to the Council as early as possible.

K. ADJOURN – MOTION 02R-25-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY DARRELL SCHNEIDER TO ADJOURN THE REGULAR MEETING AT 9:40 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
Deputy Clerk

Deputy Clerk/Minutes/2-11-13

BILLS FOR APPROVAL
February 11, 2013

VENDORS	DEPT	AMOUNT
Ace Hardware, bolts	P&R	0.86
Ace Hardware, bulbs, hardware	PW	37.99
Ace Hardware, plumbing parts	P&R	13.30
Ace Hardware, battery	Police	8.54
Ace Hardware, valve check sleeves, salt pellets	PW/Sewer	90.76
Ace Hardware, truck rope	P&R	12.81
Ace Hardware, battery	Police	9.07
Ace Hardware, tarp	PW	27.78
Ace Hardware, salt red-out pellets	PW	453.88
Ace Hardware, bolts	P&R	4.05
Advanced Diesel Service, performance service, oil change	PW	310.06
Anderson Insurance, consulting fee	Gov't	5,000.00
AW Research, water testing	Sewer	547.20
Beaman Woodworking, display cabinet	P&Z	1,100.00
Birchdale Fire & Security, 1st quarter monitoring	PW	96.19
Bob Hartman, reimburse travel expense	Police	14.97
Brian Scheuss, reimburse mileage	Fire	41.63
Chris Aydt, reimburse mileage	Fire	178.16
City of Crosslake, sewer utilities	PW/Gov't	185.00
Clean Team, february cleaning	Gov't	756.14
Council #65, union dues	ALL	500.00
Couri & Ruppe, legal fees	ALL	1,407.50
Crosslake Communications, phone, fax, cable, internet	ALL	1,345.98
Crosslake Demolition, washed sand	PW	1,504.80
Crosslake Rolloff, recycling	Gov't	2,695.00
Crosslake Rolloff, ambulance addition	Gov't	382.00
Crosslake Sheetmetal, service call	P&R	107.49
Crow Wing County Auditor, audit confirmation	Admin	30.00
Crow Wing County Chiefs of Police Assn, membership dues	Police	75.00
Crow Wing County Hwy Dept, fuel, culverts	ALL	4,688.40
Dacotah Paper, janitorial supplies	PW/Gov't	138.02
Darrell Schneider, reimburse mileage	Council	53.67
Deferred Comp	ALL	226.92
Delta Dental, dental insurance	ALL	1,511.30
Firefighters Relief Assn, city contribution	Fire	15,437.49
Fortis, disability	ALL	508.53
GLS Promotions, service award	P&R	54.00
Granite Electronics, install base station and antenna	Police	892.66
Guardian Pest Solutions, pest control	ALL	82.94
Hawkins, chemicals	Sewer	527.76
Hildi, actuarial reports	Gov't	2,800.00
Holiday Station, propane	PW	92.95
Holiday Station, fuel	Fire	102.27
Jenny Max, reimburse petty cash	ALL	46.69
Joe Chase, reimburse mileage	Fire	190.92

Joel Carlton, reimburse mileage	Fire		261.96
Jon Henke, reimburse petty cash	P&R	pd 2-1	43.49
Keepers, uniform	Police		401.04
Keepers, uniform	Police		134.08
Keepers, uniform	Police		32.69
Marco, copier lease	ALL	pd 2-6	428.25
Marsden, office cleaning	PW		654.08
Mastercard, Bobcat of Duluth, parts	PW		163.00
Mastercard, Brainerd Medical Supply, gloves	PW		99.75
Mastercard, Fleet Farm, boots	PW		89.99
Mastercard, Galls, boots	Police	pd 1-22	29.75
Mastercard, Mr. Tire, oil change	PW		29.81
Mastercard, Northern Tool, heater, furniture mover	PW		629.91
Mastercard, Office Max, receipts, paper, ink cartridges	P&R		500.27
Mastercard, Office max, folders, ink cartridge	P&R/Sewer		40.25
Mastercard, Spa Partners, gym equipment wipes	P&R	pd 1-22	237.72
Medica, health insurance	ALL		28,486.97
Menards, sump pump	PW		214.73
Menards, trash can	P&R		11.79
Metro Fire, scba cylinders	Fire		2,508.97
MN Benefits	Admin	pd 2-1	201.42
MN Life, life insurance	ALL		425.60
Moonlite Square, batteries, fuel	Fire		43.64
MPCA, municipal permit annual fee	Sewer		1,450.00
Napa, v-belts	Sewer		105.71
National Recreation & Park Assn, membership dues	P&R		150.00
NCPERS-Life Insurance	ALL		160.00
Neopost, ink for postage meter	P&Z/Admin		211.61
Neoteric Hovercraft, sensor, cooling fan, belt	Fire		697.59
North Ambulance, subsidy	Ambulance		1,103.00
Northland Press, commission vacancies	ALL		99.60
Northwood Turf and Power, brush	P&R		414.42
Parts City, test kit for bobcat	PW		131.98
Parts City, battery	Police		219.08
Parts City, part	P&R		3.74
Parts City, bobcat parts	PW		26.68
Paul Nelson, reimburse mileage	Fire		43.29
PERA	ALL		N/A
Reed's Market, tissues, coffee, cleaners	Gov't		89.99
Roach's Lawn & Marine, battery	P&R		115.37
Roach's Lawn & Marine, replace auger	PW		352.97
Simonson Lumber, ambulance addition	Gov't		10,415.86
State and Federal Taxes	ALL		N/A
Steve Roe, reimburse mileage	Council		38.42
Team Laboratory, mr slick cleaner	PW		160.31
Teamsters Local Union #346, union dues	Police		183.00
The Office Shop, office supplies	Police/Gov't		89.73
The Office Shop, post its, folders, sealer	P&Z/Admin		42.12
The Office Shop, paper clips	P&Z/Admin		7.47
The Office Shop, cups	Gov't		40.17
The Office Shop, binders	Gov't		34.97

ADDITIONAL BILLS FOR APPROVAL
February 11, 2013

VENDORS	DEPT	AMOUNT
Ace Hardware, battery terminal, brush, rod	P&R	24.32
Ace Hardware, batteries	P&R	10.68
Ace Hardware, spray paint	P&R	8.53
Ace Hardware, arrow signs	P&R	19.02
Ace Hardware, batteries	P&R	7.47
Becker Flooring, carpet installation	Police	960.00
Brainerd Dispatch, commission vacancies	ALL	52.50
Crosslake Sheetmetal, heating system ambulance addition	Gov't	4,300.00
Crow Wing Power, electric service	ALL	9,569.63
Culligan, water and cooler rental	PW/Gov't	52.72
Donna Keiffer, aerobics session #2	P&R	264.00
Donna Keiffer, silver sneakers	P&R	176.00
Gary Heacox, reimburse mileage	Council	58.76
Lakes Gas, gas refill	P&R	598.22
Med Tech Resource, pump, hoses	Fire	2,233.46
MN Chapter IAAI, 2013 fire investigation conference	Fire	275.00
Napa Auto Parts, belts	PW	105.71
Pro Maintenance, ambulance addition	Gov't	7,985.80
The Office Shop, name plates	Gov't	26.29
Turner Towing, impound sled	Police	150.00
Viking Electric, gloves, bulbs	PW	86.42
Whitefish Auto, bulbs	Police	4.04
Ziegler Cat, end edge, cutting edge, bolts	PW	843.37
TOTAL		27,811.94

CROSSLAKE COMMUNICATIONS
Accounts Payable
Check Register
 11/01/2012 To 11/30/2012

General Account

Check / Tran	Date	Vendor Name	Reference	Amount
676	11/09/2012	INTERNAL REVENUE SERVICE	FED, FICA & MEDICARE	6,231.58
677	11/09/2012	PERA	PERA EE & ER	3,813.23
678	11/09/2012	MINNESOTA DEPT OF REVENUE	MN WITHHOLDING	1,149.29
679	11/09/2012	ING-DEFERRED COMP	DEFERRED COMP EE & ER	2,308.07
680	11/09/2012	PERA	PERA EE	0.30
681	11/12/2012	CITY OF CROSSLAKE (SEWER)	OCTOBER SEWER	36.00
682	11/30/2012	INTERNAL REVENUE SERVICE	NOVEMBER EXCISE TAX	1,108.25
696	11/21/2012	INTERNAL REVENUE SERVICE	FED, FICA, MEDICARE	7,154.06
697	11/21/2012	PERA	PERA EE & ER	3,861.86
698	11/21/2012	MINNESOTA DEPT OF REVENUE	MN WITHHOLDING	1,339.11
699	11/21/2012	ING-DEFERRED COMP	DEFERRED COMP	2,308.07
700	11/26/2012	CROW WING POWER	ELECTRIC SERVICE	4,679.62
701	11/30/2012	MINNESOTA DEPT OF REVENUE	NOVEMBER SALES & USE TAX	9,274.00
28115	11/05/2012	STINGRAY MUSIC USA, ICN.	COMTECH CRM 5975 RECEIVER	1,200.00
28116	11/09/2012	NMN INC	325 EA 2013 CALENDARS	1,563.05
28117	11/09/2012	GOPHER STATE ONE CALL	LOCATES	279.85
28118	11/09/2012	ONVOY VOICE SERVICES	6264 PROGRAM	316.99
28119	11/09/2012	OLSEN THIELEN CO LTD	MTA/MIC ACTIVITY	900.26
28120	11/09/2012	UNITED PARCEL SERVICE	WKLY SERVICE & MISC SHIPPING	108.53
28121	11/09/2012	CROSSLAKE COMMUNICATIONS	PHONE SERVICE, COMM. CTR VOICE MAIL	1,128.51
28122	11/09/2012	CITY OF CROSSLAKE	OPERATING TRANSFER	22,083.33
28123	11/09/2012	CITI LITES INC	LOCATES	2,299.59
28124	11/09/2012	XCEL ENERGY	SEPT/OCT NATURAL GAS	89.42
28125	11/09/2012	NTCA	ANNUAL DUES	4,526.86
28126	11/09/2012	RICOH USA, INC.	COPIER MAINTENANCE 10/23-11/22/12	139.19
28127	11/09/2012	WILLIAM GORDON	MODULATOR FOR COMMUNITY CENTER	119.89
28128	11/09/2012	LYDIA SASSE	CAFE PLAN REIMB. - BALANCE 0	228.00
28129	11/09/2012	MINNESOTA 9-1-1 PROGRAM	911, TAP & TAM	1,701.02
28130	11/09/2012	NCPERS MINNESOTA	NOVEMBER LIFE PREMIUM	48.00
28131	11/09/2012	HILLYARD / HUTCHINSON	PINK PLUS LOTION SOAP	81.33
28132	11/09/2012	NATIONAL CABLE TELEVISION COOP	2464' .500 COAX, LIFELINE TRAPS, ETC.	3,875.40
28133	11/09/2012	TRENCHERS PLUS	FELLING FT10R REEL TRAILER	10,494.91
28134	11/09/2012	CENTRAL TRANSPORT GROUP LLC	4 EA DS1'S	2,332.32
28135	11/09/2012	ASSURANT EMPLOYEE BENEFITS	NOVEMBER LONG TERM DISABILITY	378.25
28136	11/09/2012	PINNACLE PUBLISHING LLC	TELEPHONE DIRECTORY-3	1,044.62
28137	11/09/2012	AVID COMMUNICATION CONST. INC	COUNTY ROAD 1 PROJECT	640.00
28138	11/09/2012	UNIVERSAL SERVICE ADMIN CO.	OCTOBER FUSC	2,954.60
28139	11/09/2012	SHOWTIME NETWORKS INC	AFFILIATE PAYMENT	249.86
28140	11/09/2012	FOX SPORTS NET NORTH	AFFILIATE PAYMENT	6,830.28
28141	11/09/2012	TOWER DISTRIBUTION COMPANY	AFFILIATE PAYMENT	314.97
28142	11/09/2012	PAUL DAVIS	TRAINING MANUAL, CAFE PLAN REIMBUR.	468.65
28143	11/09/2012	7SIGMA SYSTEMS INC	OCTOBER CONSULTING	2,000.00
28144	11/09/2012	CROSSLAKE ACE	GLOVES, MASKS, COFFEE MAKER, MISC	353.28
28145	11/09/2012	NATIONAL CABLE TEL COOP INC	AFFILIATE PAYMENT	36,158.17
28146	11/09/2012	KARE GANNETT CO., INC	AFFILIATE PAYMENT	1,159.76
28147	11/09/2012	PAUL HOGE	CAFE PLAN REIMB. - BALANCE 36.36	721.00
28148	11/09/2012	WASTE PARTNERS INC.	OCTOBER TRASH REMOVAL	76.62
28149	11/09/2012	DISCOVERY COMMUNICATIONS INC.	AFFILIATE PAYMENT	160.57
28150	11/09/2012	WEATHER CENTRAL	NOVEMBER DATA FEED	195.00
28151	11/09/2012	NORTHLAND PRESS	WORLD @ FINGERTIPS ADS	212.40
28152	11/09/2012	CHARTER COMMUNICATIONS	NOVEMBER INTERNET	1,500.00
28153	11/09/2012	TIGER DIRECT	MONITORS, CLEANER, MICE, HARD DRIVES	775.63
28154	11/09/2012	AVNET INC	REPAIR LINE EXTENDER	67.90
28155	11/09/2012	4M FUND F.B.O. 35373-101	FUND DEBT SERVICE RESERVE	35,707.75
28156	11/09/2012	TOTALFUNDS BY HASLER	POSTAGE	500.00
28157	11/09/2012	ONLINE INFORMATION SERVICES	14 EXCHANGE REPORTS	67.80
28158	11/09/2012	HUB TELEVISION NETWORKS, LLC	AFFILIATE PAYMENT	29.54

28159	11/09/2012	ONLINE COLLECTIONS	COLLECTION COMMISSION	30.41
28160	11/09/2012	BIG 10	AFFILIATE PAYMENT	1,652.50
28161	11/09/2012	TIME COMMUNICATIONS	OCT/NOV ANSWERING SERVICE	211.16
28162	11/09/2012	COOPERATIVE NETWORK SERV LLC	NOV LOCAL CHANNEL TRANSPORT	500.00
28163	11/09/2012	VERIZON WIRELESS	CELL PHONES	251.19
28164	11/09/2012	AQUARIUS WATER CONDITIONING INC.	NOVEMBER WATER SOFTENER RENTAL	44.89
28165	11/09/2012	702 COMMUNICATIONS	ACCEDIAN-1 GIG DC NID (VERIZON)	1,838.63
28166	11/09/2012	NISC	MIC CONFERENCE FEES-DEBBY & CYNDI	3,486.98
28167	11/09/2012	FOX TELEVISION STATIONS, INC.	AFFILIATE PAYMENT	2,304.26
28168	11/09/2012	CBS TELEVISION STATIONS	AFFILIATE PAYMENT	1,236.06
28169	11/09/2012	DG TOWING & REPAIR	REPAIR TIRE ON DITCH WITCH	63.46
28170	11/09/2012	ADVANCED MEDIA TECHNOLOGIES, INC.	15 EA DCH6416 DVR'S	5,372.20
28171	11/09/2012	TIMOTHY PRONLEY	CREDIT REFUND	9.97
28172	11/09/2012	SUMMER FRANKLIN	CREDIT REFUND	55.09
28173	11/09/2012	JACK HUBER	CREDIT REFUND	101.13
28174	11/09/2012	GARY VILLELLA	CREDIT REFUND	29.78
28175	11/09/2012	JAMES COUCH	CREDIT REFUND	133.29
28176	11/09/2012	RANDY GODEKE	CREDIT REFUND	37.18
28177	11/09/2012	TERRY HESS	CREDIT REFUND	11.72
28178	11/09/2012	EARL J HUTTON	CREDIT REFUND	158.75
28179	11/09/2012	ULTIMATE PIZZA BAG	CREDIT REFUND	17.85
28180	11/09/2012	GEORGE W RITTEN	CREDIT REFUND	23.55
28181	11/09/2012	CHERYL MORRIS	CREDIT REFUND	141.25
28182	11/09/2012	MARTHA WILDER EWALD	CREDIT REFUND	24.72
28183	11/09/2012	PATRICIA K KOLSTAD	CREDIT REFUND	26.48
28184	11/09/2012	MEL KOSHIOL	CREDIT REFUND	91.24
28185	11/09/2012	JULIE HEROLD	CREDIT REFUND	23.47
28186	11/09/2012	BROTHERS MOTORSPORTS	CREDIT REFUND	19.97
28187	11/09/2012	WILLIAM MAINE	CREDIT REFUND	79.49
28188	11/09/2012	DON THIERY	CREDIT REFUND	9.78
28189	11/09/2012	KEVIN GILLIGAN	CREDIT REFUND	31.27
28190	11/09/2012	KC VENTURES LLC	CREDIT REFUND	106.26
28191	11/21/2012	IBEW LOCAL UNION 949	NOVEMBER UNION DUES	435.17
28192	11/26/2012	EMILY COOPERATIVE TELEPHONE	NOV LOCAL CHANNEL TRANSPORT	1,965.00
28193	11/26/2012	MINNESOTA TELECOM ALLIANCE	MEMBERSHIP 2013	5,200.00
28194	11/26/2012	ONVOY VOICE SERVICES	OCT LAKES LONG DISTANCE	10,832.71
28195	11/26/2012	MOSS & BARNETT	RE: AT&T LEASE AMENDMENT	231.40
28196	11/26/2012	OLSEN THIELEN CO LTD	3RD QTR 499 VERIZON LNP&RECIP COMP QUEST	2,904.00
28197	11/26/2012	CENTURYLINK	11/20 ACCESS MN CSLK-20	1.31
28198	11/26/2012	CITILITES INC	LOCATES	1,560.42
28199	11/26/2012	THE OFFICE SHOP INC.	CHAIR MAT, RULED PADS, TONER CARTRIDGE	277.84
28200	11/26/2012	XCEL ENERGY	METER CHGS - SUNRISE & 16	54.66
28201	11/26/2012	DELTA DENTAL PLAN OF MINNESOTA	DECEMBER DENTAL PREMIUM	1,036.80
28202	11/26/2012	SOLIX	B&C STATEMENT	140.59
28203	11/26/2012	AMERIPRIDE LINEN & APPAREL	RUG & TOWEL SERVICE	83.12
28204	11/26/2012	WHITEFISH AREA PROPERTY OWNERS	2013 ANNUAL DUES	25.00
28205	11/26/2012	NORTHWOOD TURF & POWER	REPAIR CASE MAXI SNEEKER	924.75
28206	11/26/2012	BRAINERD LAKES AREA CHAMBER	EGGS 'N' ISSUES-PAUL HOGE	20.00
28207	11/26/2012	NATIONAL CABLE TELEVISION COOP	50 EA UNIVERSAL REMOTES	274.80
28208	11/26/2012	NEUSTAR INC.	SOW M-10617059 & LNP M-10617060	114.43
28209	11/26/2012	MERRILL LYNCH	OCTOBER VISA CHARGES	1,332.93
28210	11/26/2012	MINNESOTA LIFE INSURANCE CO	DECEMBER LIFE PREMIUM	197.40
28211	11/26/2012	AVID COMMUNICATION CONST. INC	FRASER PLOW	7,632.76
28212	11/26/2012	ROVI GUIDES	AFFILIATE PAYMENT	246.35
28213	11/26/2012	LIFETIME	AFFILIATE PAYMENT	768.10
28214	11/26/2012	TV GUIDE NETWORK	AFFILIATE PAYMENT	538.75
28215	11/26/2012	VANTAGE POINT	OCTOBER TTP SERVICE	1,055.00
28216	11/26/2012	PAUL DAVIS	CAFE PLAN REIMB. - BALANCE 112.63	631.70
28217	11/26/2012	CORNERSTONE PUBL GROUP INC.	NOVEMBER NEWSLETTER	1,831.64
28218	11/26/2012	GE CAPITAL	COPIER LEASE 33 OF 60	362.03
28219	11/26/2012	TIGER DIRECT	VISION TEK MEMORY FOR RESALE	56.95
28220	11/26/2012	CHERI E. AYD	NOVEMBER OFFICE CLEANING	689.34
28221	11/26/2012	NTCA GROUP HEALTH PLAN	DECEMBER LIFE & HEALTH PREMIUM	14,126.40
28222	11/26/2012	NISC	NOVEMBER BILLING	4,257.89
28223	11/26/2012	BECKER CROSSLAKE FLOORING	OFFICE CARPETING	10,877.75
Total for General Account				\$278,157.51

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CROSSLAKE COMMUNICATIONS
Accounts Payable

Check Register

12/01/2012 To 12/31/2012

Check / General Account				
Tran	Date	Vendor Name	Reference	Amount
715	12/07/2012	INTERNAL REVENUE SERVICE	FED, FICA MEDICARE	7,255.95
716	12/07/2012	PERA	PERA EE & ER	3,819.71
717	12/07/2012	MINNESOTA DEPT OF REVENUE	MN WITHHOLDING	1,150.21
718	12/07/2012	ING-DEFERRED COMP	DEFERRED COMP EE & ER	9,955.45
719	12/10/2012	CITY OF CROSSLAKE (SEWER)	NOVEMBER SEWER	36.00
720	12/28/2012	INTERNAL REVENUE SERVICE	DECEMBER EXCISE TAX	1,030.28
734	12/21/2012	INTERNAL REVENUE SERVICE	FED, FICA, MEDICARE	7,170.16
735	12/21/2012	PERA	PERA EE & ER	3,830.21
736	12/21/2012	MINNESOTA DEPT OF REVENUE	MN WITHHOLDING	1,342.45
737	12/21/2012	ING-DEFERRED COMP	DEFERRED COMP	2,308.07
738	12/26/2012	CROW WING POWER	DECEMBER ELECTRIC	4,602.82
739	12/28/2012	MINNESOTA DEPT OF REVENUE	DECEMBER SALES & USE TAX	8,502.00
28224	12/10/2012	PAUL BUNYAN COMMUNICATIONS	NOVEMBER CHANNEL TRANSPORT	1,600.00
28225	12/10/2012	MINNESOTA DEPT OF COMMERCE	3RD QTR INDIRECT ASSESSMENT	981.73
28226	12/10/2012	LARRY EVENSON	CAFE PLAN REIMB. - BALANCE 0	215.11
28227	12/10/2012	ECHO PUBLISHING & PRINTING INC	VETERANS & WINTER SPORTS ADS	92.00
28228	12/10/2012	GOPHER STATE ONE CALL	LOCATES	89.90
28229	12/10/2012	OLSEN THIELEN CO LTD	MTA/MIC ACTIVITY	1,251.75
28230	12/10/2012	UNITED PARCEL SERVICE	WEEKLY SERVICE	80.00
28231	12/10/2012	CROSSLAKE COMMUNICATIONS	PHONE SERVICE	1,031.84
28232	12/10/2012	CITY OF CROSSLAKE	DECEMBER OPERATING TRANSFER	22,083.37
28233	12/10/2012	CITILITES INC	LOCATES	925.35
28234	12/10/2012	THE OFFICE SHOP INC.	TONER, FILE BOXES, FILE FOLDERS	142.21
28235	12/10/2012	XCEL ENERGY	OCT/NOV NATURAL GAS	180.99
28236	12/10/2012	MEDTOX LABORATORIES	RANDOM EE TESTING	69.51
28237	12/10/2012	RICOH USA, INC.	COPIER MAINT. 11/23-11-30	37.12
28238	12/10/2012	WILLIAM GORDON	REIMBURSE FOR BOOT PURCHASE	199.00
28239	12/10/2012	MINNESOTA 9-1-1 PROGRAM	911, TAP, TAM	1,688.66
28240	12/10/2012	NCPERS MINNESOTA	DECEMBER LIFE PREMIUM	48.00
28241	12/10/2012	CENTRAL TRANSPORT GROUP LLC	4 EA DS1'S	2,332.32
28242	12/10/2012	ASSURANT EMPLOYEE BENEFITS	DECEMBER LONG TERM DISABILITY	378.25
28243	12/10/2012	PINNACLE PUBLISHING LLC	FINAL 2011 TRUE-UP	1,469.23
28244	12/10/2012	KRAUSE LOCK & KEY	REPAIR DOOR LOCK	105.00
28246	12/10/2012	UNIVERSAL SERVICE ADMIN CO.	NOVEMBER FUSC	2,954.60
28247	12/10/2012	SHOWTIME NETWORKS INC	AFFILIATE PAYMENT	259.47
28248	12/10/2012	FOX SPORTS NET NORTH	AFFILIATE PAYMENT	6,325.59
28249	12/10/2012	TOWER DISTRIBUTION COMPANY	AFFILIATE PAYMENT	267.41
28250	12/10/2012	AZAR COMPUTER SOFTWARE SERVICES	SOFTWARE SUPPORT JAN-JUNE	2,250.00
28251	12/10/2012	BL BROADCASTING INC	HOLIDAY AD	90.00
28252	12/10/2012	CROW WING COUNTY HIGHWAY DEPT.	OCT UNLEAD & DIESEL FUEL	1,094.87
28253	12/10/2012	7SIGMA SYSTEMS INC	NOVEMBER CONSULTING	2,000.00
28254	12/10/2012	CORNERSTONE PUBL GROUP INC.	DECEMBER NEWSLETTER	1,824.13
28255	12/10/2012	CROSSLAKE ACE	SHOVEL, BOOTS, PVC, STAPLES, ETC	212.11
28256	12/10/2012	NATIONAL CABLE TEL COOP INC	AFFILIATE PAYMENT	28,861.49
28257	12/10/2012	KARE GANNETT CO., INC	AFFILIATE PAYMENT	97.96
28258	12/10/2012	WASTE PARTNERS INC.	NOVEMBER TRASH REMOVAL	76.62
28259	12/10/2012	DISCOVERY COMMUNICATIONS INC.	AFFILIATE PAYMENT	142.31
28260	12/10/2012	WEATHER CENTRAL	DECEMBER DATA FEED	195.00
28261	12/10/2012	NORTHLAND PRESS	HOLIDAY SPECIAL SECTION AD	312.40
28262	12/10/2012	CHARTER COMMUNICATIONS	DECEMBER INTERNET	1,500.00
28263	12/10/2012	HUBBARD BROADCASTING, INC.	AFFILIATE PAYMENT	401.40
28264	12/10/2012	AVNET INC	REPAIR DVR	96.39
28265	12/10/2012	4M FUND F.B.O. 35373-101	FUND DEBT SERVICE RESERVE	37,825.83
28266	12/10/2012	HUB TELEVISION NETWORKS, LLC	AFFILIATE PAYMENT	26.18
28267	12/10/2012	BIG 10	AFFILIATE PAYMENT	1,541.25
28268	12/10/2012	TIME COMMUNICATIONS	NOV/DEC ANSWERING SERVICE	177.97
28269	12/10/2012	VERIZON WIRELESS	CELL PHONES	251.25
28270	12/10/2012	AQUARIUS WATER CONDITIONING INC.	DECEMBER WATER SOFTENER RENTAL	44.89

28271	12/10/2012	NISC	NOV LICENSE FEES & TRAINING	2,446.98
28272	12/10/2012	FOX TELEVISION STATIONS, INC.	AFFILIATE PAYMENT	1,946.39
28273	12/10/2012	CBS TELEVISION STATIONS	AFFILIATE PAYMENT	1,044.09
28274	12/10/2012	MOODY'S INVESTORS SERVICE, INC.	INDICATIVE RATING FEE	7,500.00
28275	12/10/2012	GARY FORTIER	CREDIT REFUND	54
28276	12/10/2012	STEVE HOEN	CREDIT REFUND	108.20
28277	12/10/2012	JIM JANSSEN	CREDIT REFUND	52.35
28278	12/10/2012	SCOTT POTTER	CREDIT REFUND	122.07
28279	12/10/2012	KARL F LANDHOLM	CREDIT REFUND	61.74
28280	12/10/2012	MARTHA PITSCHKA	CREDIT REFUND	14.11
28281	12/10/2012	DAN SINNESS	CREDIT REFUND	76.35
28282	12/10/2012	AL-ANON	CREDIT REFUND	11.82
28283	12/10/2012	BRENDA RUDLANG	CREDIT REFUND	143.73
28284	12/21/2012	IBEW LOCAL UNION 949	NOVEMBER UNION DUES	438.02
28285	12/21/2012	AVID COMMUNICATION CONST. INC	COUNTY ROAD 1 PROJECT	770.90
28286	12/26/2012	PAL FOUNDATION OF CROSSLAKE	CROSSLAKE EVENTS CALENDAR	400.00
28287	12/26/2012	INFINITY MARKETING	FREIGHT-STARZ PROMOTION MATERIALS	44.47
28288	12/26/2012	EMILY COOPERATIVE TELEPHONE	DECEMBER LOCAL CHANNEL TRANSPORT	2,140.00
28289	12/26/2012	RONALD J. SCHMIDT	CAFE PLAN REIMBURSEMENT - BALANCE 0	1,500.00
28290	12/26/2012	CROW WING POWER	2012 POLE USE FEE	21.36
28291	12/26/2012	ONVOY VOICE SERVICES	6264 PROGRAM, SS7, OPR SERV, LAKES LD.	10,262.79
28292	12/26/2012	CENTURYLINK	12/20 ACCESS MN CSLK-20	1.28
28293	12/26/2012	CITI LITES INC	LOCATES	290.95
28294	12/26/2012	XCEL ENERGY	METER CHARGES SUNRISE & 16	56.20
28295	12/26/2012	DELTA DENTAL PLAN OF MINNESOTA	JANUARY DENTAL PREMIUM	1,036.80
28296	12/26/2012	RICOH USA, INC.	OVERAGE 9/23 THRU 11/30/12	21.21
28297	12/26/2012	AMERIPRIDE LINEN & APPAREL	RUG & TOWEL SERVICE	97.15
28298	12/26/2012	WILLIAM GORDON	CAFE PLAN REIMBURSE - BALANCE 0	294.78
28299	12/26/2012	LYDIA SASSE	COMPUTER REPAIR i TUITION REIMBURSE	383.38
28300	12/26/2012	NCPERS MINNESOTA	JANUARY LIFE PREMIUM	48.00
28301	12/26/2012	BRAINERD LAKES AREA CHAMBER	MEMBERSHIP 3/2013 - 3/2014	590.00
28302	12/26/2012	NEUSTAR INC.	SOW M-10621891, LNP M-10621892	113.44
28303	12/26/2012	MERRILL LYNCH	NOVEMBER VISA CHARGES	94.00
28304	12/26/2012	ASSURANT EMPLOYEE BENEFITS	JANUARY LONG TERM DISABILITY	450
28305	12/26/2012	MINNESOTA LIFE INSURANCE CO	JANUARY LIFE PREMIUM	197.40
28306	12/26/2012	UNIVERSAL SERVICE ADMIN CO.	DECEMBER FUSC	2,954.60
28307	12/26/2012	ROVI GUIDES	AFFILIATE PAYMENT	238.57
28308	12/26/2012	LIFETIME	AFFILIATE PAYMENT	714.40
28309	12/26/2012	TV GUIDE NETWORK	AFFILIATE PAYMENT	538.75
28310	12/26/2012	VANTAGE POINT	NOV TTP SERVICE, COE PROJECT	1,147.50
28311	12/26/2012	PAUL DAVIS	CAFE PLAN REIMBURSEMENT - BAL 0	112.63
28312	12/26/2012	AT&T - DALLAS TX	PARS	1,222.47
28313	12/26/2012	THELEN HEATING & ROOFING INC.	PREVENTATIVE MAINT. HVAC	768.00
28314	12/26/2012	CORNERSTONE PUBL GROUP INC.	WEBSITE COMPASS MAILING	2,220.13
28315	12/26/2012	AHREN LUDWIG	JEANS	31.98
28316	12/26/2012	GE CAPITAL	COPIER LEASE 34 OF 60	362.03
28317	12/26/2012	NORTHLAND PRESS	HOLIDAY ADS-STARZ PROMOTION	241.60
28318	12/26/2012	CHERI E. AYD	DECEMBER OFFICE CLEANING	689.34
28319	12/26/2012	AVNET INC	REPAIR 2 DVR'S	341.64
28320	12/26/2012	TIME COMMUNICATIONS	DEC/JAN ANSWERING SERVICE	167.89
28321	12/26/2012	COOPERATIVE NETWORK SERV LLC	DECEMBER LOCAL CHANNEL TRANSPORT	500.00
28322	12/26/2012	NTCA GROUP HEALTH PLAN	JAN LIFE AND HEALTH PREMIUM	15,569.76
28323	12/26/2012	NISC	DECEMBER BILLING	3,984.00
28324	12/26/2012	SURPLUS SWITCHING, INC.	DSR4530 MOTOROLA SATELLITE RECEIVER	319.95
28325	12/26/2012	JAMES TERRY	CREDIT REFUND	15.88

Total for General Account

239,809.91