

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MARCH 12, 2007
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, March 12, 2007. The following Council Members were present: Mayor Jay Andolshek, Steve Roe, Irene Schultz and Dean Swanson. Also present were City Administrator Tom Swenson, Community Development Director Ken Anderson, Clerk/Treasurer Darlene Roach, Public Works Director Ted Strand, Park and Recreation Director Jon Henke, Police Chief Robert Hartman, General Manager Paul Hoge, City Engineer Dave Reese, Lake Country Echo Reporter Betty Ryan, Brainerd Dispatch Reporter Renee Richardson, a Northland Press Reporter and Ruth Ann Hanson of the Chamber of Commerce. There were approximately thirteen individuals in the audience in addition to Staff.

- A. CALL TO ORDER** – Mayor Andolshek called the Regular Council Meeting to order at 7:00 P.M. A motion to accept the additions to the agenda was requested. MOTION 03R-01-07 WAS MADE BY IRENE SCHULTZ AND SECONDED BY JAY ANDOLSHEK TO ACCEPT THE ADDITIONS TO THE AGENDA AS PRESENTED. MOTION CARRIED WITH ALL AYES.
- B. CRITICAL ISSUES** – None.
- C. CONSENT CALENDAR** – MOTION 03R-02-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) MINUTES OF REGULAR COUNCIL MEETING OF FEBRUARY 12, 2007; (2.) MINUTES OF SPECIAL COUNCIL MEETING OF FEBRUARY 27, 2007; (3.) CROSSLAKE COMMUNICATIONS BALANCE SHEET AND INCOME STATEMENT/DETAIL OF RESERVE BALANCES DATED JANUARY 31, 2007; (4.) CITY MONTH END REVENUE REPORT DATED JANUARY 31, 2007; (5.) CITY MONTH END EXPENDITURE REPORT DATED JANUARY 31, 2007; (6.) LAKES STATE BANK PLEDGE REPORT DATED FEBRUARY 2007; (7.) NORTHERN NATIONAL BANK PLEDGE REPORT DATED FEBRUARY 2007; (8.) LAKEWOOD BANK PLEDGE REPORT DATED FEBRUARY 2007; AND (9.) FIRST FEDERAL SAVINGS BANK PLEDGE REPORT DATED FEBRUARY 2007. MOTION CARRIED WITH ALL AYES.
- D. PUBLIC FORUM** – None.
- E. MAYOR'S REPORT** – None.
- F. CITY ADMINISTRATOR REPORT** –
1. City Bills for Approval – MOTION 03R-03-07 WAS MADE BY DEAN SWANSON AND SECONDED BY JAY ANDOLSHEK TO APPROVE THE

BILLS FOR PAYMENT FOR MARCH AS SUBMITTED IN THE AMOUNTS OF \$132,372.12 AND \$9,726.03. MOTION CARRIED WITH ALL AYES.

2. A liability coverage waiver form from the League of MN Cities Insurance Trust was included in the packet for Council review. Tom Swenson explained that the City must take formal action to waive or not waive the statutory tort liability limits to the extent of the coverage purchased. MOTION 03R-04-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO ACCEPT LIABILITY COVERAGE LIMITS OF \$1,000,000 FROM THE LEAGUE OF MINNESOTA CITIES INSURANCE TRUST AND TO NOT WAIVE THE MONETARY LIMITS ON MUNICIPAL TORT LIABILITY ESTABLISHED BY MINNESOTA STATUTES 466.04. MOTION CARRIED WITH ALL AYES.
3. A letter dated February 22, 2007 from Sheila Wasnie Haverkamp regarding BLADC's audited financial statements for its fiscal year ending September 30, 2006 was included in the packet for Council information.
4. A memo dated March 1, 2007 from the County Land Commissioner regarding a timber auction that is taking place on March 29, 2007 was included in the packet for Council information.
5. A letter dated March 1, 2007 from Voyageur Asset Management regarding changes to the 4M Program was included in the packet for Council information.

G. COMMISSION/DEPARTMENT REPORTS –

1. LIBRARY – Minutes of the Library Committee Meeting of February 12, 2007 were included for Council information. In the absence of Alden Hardwick, Jon Henke reported that the current amount of pledges and donations total \$456,108 and noted that book donations total approximately 14,700 at an estimated value of \$200,000. MOTION 03R-05-07 WAS MADE BY IRENE SCHULTZ AND SECONDED BY STEVE ROE TO ACCEPT A \$100 DONATION FROM CENTRAL LAKES ROTARY CLUB. MOTION CARRIED WITH ALL AYES. Mr. Henke stated that the last of the shelving will arrive this week. The Grand Opening Celebration will be held on June 3, 2007, however, the date of the opening of the library has not yet been decided. WSN is very impressed with the building and will be coming to take photographs for their gallery. Teenage themed books and large print books are still needed. The phone number for the library is 692-READ, if anyone needs more information.
2. PARK AND RECREATION –
 - a. Crosslake Park Commission Minutes of January 22, 2007 were included in the packet for Council information.
 - b. Park and Recreation Director Jon Henke reported that the AARP Tax Help program has started. Sessions are held Friday morning from 8:00 A.M. to 12:00 P.M. through April 13th and on the following Mondays: March 26th, April 2nd and April 9th from 8:00 A.M. to 12:00 P.M. Baseball registrations have been sent out to all participants from last year. Registration forms are available at the Community Center if you did not receive one. Maintenance to

the gym floor started today. The gym will be unavailable until late next week. The Community Center is offering the third aerobic session of 2007. The session runs Mondays, Tuesdays and Thursdays for four weeks. Membership for this session has been set at \$36.00. AAA is sponsoring a senior driving class on Thursday, April 5th from 9:00 A.M. to 1:00 P.M. This is the four hour refresher class. Jon Henke reported that the Park Department is requesting a special meeting to discuss the Library Policy Manual, Organizational Flow Chart as it relates to library operations, restructuring of the Parks Commission to incorporate library operations, review/award proposals for audio visual improvements, and to review/award the bid for the fitness equipment purchase and suggested the date of Friday, March 16th. Steve Rose asked if the Council would receive a packet with all of the pertinent information before the meeting. Mr. Henke replied that he would try to get a packet out on Thursday. Steve Roe stated that he requested a copy of the equipment list and thought that Mr. Henke would bring the list to the Council for review. Jon Henke replied that the equipment list is available at the Clerk's Office and that the Council will review the list on Friday.

MOTION 03R-06-07 WAS MADE BY JAY ANDOLSHEK AND SECONDED BY DEAN SWANSON TO SET A SPECIAL COUNCIL MEETING ON FRIDAY, MARCH 16, 2007 AT 1:00 P.M. FOR THE PURPOSE OF DISCUSSING THE LIBRARY POLICY MANUAL, ORGANIZATIONAL FLOW CHART AS IT RELATES TO LIBRARY OPERATIONS, RESTRUCTURING OF THE PARKS COMMISSION TO INCORPORATE LIBRARY OPERATIONS, REVIEW/AWARD PROPOSALS FOR AUDIO VISUAL IMPROVEMENTS, AND TO REVIEW/AWARD THE BID FOR THE FITNESS EQUIPMENT PURCHASE. MOTION CARRIED WITH ALL AYES.

Jon Henke stated that Robert Garin recently passed away and recognized Bob for all the time he gave to the Parks Department and to youth and American Legion baseball. Bob served on the Park Commission for many years. Mr. Henke stated that he will be missed.

- c. A letter dated March 9, 2007 from WSN regarding a pay request from Nor-son was included in the additions to the agenda for Council review. MOTION 03R-07-07 WAS MADE BY IRENE SCHULTZ AND SECONDED BY STEVE ROE TO APPROVE PAY REQUEST NO. 8 FROM NOR-SON IN THE AMOUNT OF \$2,403.43 FOR THE COMMUNITY CENTER AND LIBRARY PROJECT. MOTION CARRIED WITH ALL AYES.

Dean Swanson also took a moment to recognize Bob Garin and his work on the Fire Department and the American Legion.

3. PUBLIC SAFETY – Chief Hartman stated that Bob Garin was the Emergency Management Director for the City of Crosslake and that the Police Department will miss him.
 - a. Chief Hartman reported 77 calls in Crosslake in February.
 - b. A total of 15 calls were reported in Mission Township in January.

- c. February 2007 Officer Activity Graphs were included for Council information.
- d. The Fire Department responded to 15 calls in Crosslake in February. Of those, 9 were medical calls and 6 were fire calls.
- e. A memo dated February 23, 2007 from Tom Swenson regarding the 2007-2008 Fire Service Contracts was included in the packet for Council information. The City of Manhattan Beach and the Township of Fairfield contract with the City of Crosslake for fire services. These contracts are reviewed and approved by the City Council each year and forwarded to the respective City and Township for renewal by April 1st. The cost of the contract is based on a percent of tax capacity for that portion of the City or Township covered by Crosslake. In addition, for each fire call responded to by the Crosslake Fire Department, a charge of \$350 for the first hour and \$300 for each additional hour is billed to the City or Township. Mayor Andolshek stated that he was approached by the Mayor of Manhattan Beach and was asked to discuss with the City Council the possibility of lowering the cost of fire services. Mayor Andolshek stated that he wants to continue neighborly relations with Manhattan Beach and he recommended reducing the percentage of tax capacity to 3% from 3.35%. This would reduce the cost from \$9,660.36 to \$8,651.07. Fairfield Township currently pays 3%. MOTION 03R-08-07 WAS MADE BY JAY ANDOLSHEK AND SECONDED BY IRENE SCHULTZ TO APPROVE THE FIRE CONTRACTS WITH FAIRFIELD TOWNSHIP AND MANHATTAN BEACH AND TO CHANGE THE TAX CAPACITY RATE FOR THE CITY OF MANHATTAN BEACH FROM 3.35% TO 3.0% FOR FIRE SERVICES ON THE 2007-2008 CONTRACT. Dean Swanson stated that he feels this is very fair. MOTION CARRIED WITH ALL AYES.

4. PUBLIC WORKS/CEMETERY/SEWER

- a. Included in the packet for Council review was an Ordinance amending Chapter 2, regarding the Public Works Commission. This ordinance would re-establish the five member Public Works Commission and include the operations and control of the Municipal Sewer System under the Public Works Commission. MOTION 03R-09-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE ORDINANCE NO. 243 REGARDING THE PUBLIC WORKS COMMISSION AND TO AUTHORIZE THE PUBLICATION OF THE ORDINANCE IN SUMMARY FORM. MOTION CARRIED WITH ALL AYES.
- b. A memo dated March 6, 2007 from Mayor Andolshek regarding Public Works Commission Appointments was included in the packet for Council review. The Mayor stated that three applications were received and that he recommends appointment of the three to the Commission and that the City still needs to fill two more spaces. MOTION 03R-10-07 WAS MADE BY DEAN SWANSON AND SECONDED BY STEVE ROE TO APPROVE THE APPOINTMENT OF DARRELL SCHNEIDER TO A 3-YEAR TERM.

JOE WILTSEY TO A 3-YEAR TERM AND JOHN MOENGEN TO A 2-YEAR TERM ON THE PUBLIC WORKS COMMISSION. MOTION CARRIED WITH ALL AYES.

- c. A letter dated February 26, 2007 from the MPCA regarding the Crosslake Wastewater Treatment Facility was included in the packet for Council information. Based on compliance records, the MPCA will award the City of Crosslake Wastewater Treatment Facility with a Certificate of Commendation for outstanding operation, maintenance and management of the wastewater treatment system. An award ceremony will be held on Thursday, March 29th in Brooklyn Park. Jay Andolshek and Steve Roe thanked Ted for his hard work. Tom Swenson noted that only 6% of the cities in Minnesota receive this award and that this is a great accomplishment.
 - d. A letter dated February 26, 2007 from the County Highway Department regarding annual bridge inspections was included in the packet for Council information.
 - e. A letter dated February 28, 2007 from the County Highway Department regarding bridge maintenance was included in the packet for Council information and will be given to the Public Works Commission for review.
 - f. A notice from the County Highway Department of a public information meeting regarding improvements on Fawn Lake Road on March 15th at 7:00 P.M. in Crosslake City Hall was included for Council information.
 - g. The February 2007 Wastewater Treatment Discharge Monitoring Report was included in the additions to the agenda for Council information.
 - h. A letter dated March 12, 2007 from WSN regarding a proposal for electrical engineering services at City Hall for a backup power system was included in the additions to the agenda for Council review. Ted Strand stated that because he is not knowledgeable in this area, he would like WSN to write the specifications and manage the design. Steve Roe asked if it be run on natural gas or diesel fuel. Ted Strand replied that he would prefer diesel fuel, but would let WSN decide what would work best. MOTION 03R-11-07 WAS MADE BY DEAN SWANSON AND SECONDED BY STEVE ROE TO ACCEPT THE PROPOSAL FROM WSN FOR ELECTRICAL ENGINEERING SERVICES INCLUDING: SITE MEETING AND REVIEW OF EXISTING FACILITY AT A COST NOT TO EXCEED \$1,150; DESIGN AT A COST NOT TO EXCEED \$1,600; BIDDING AT A COST NOT TO EXCEED \$1,600; AND CONSTRUCTION OBSERVATION ESTIMATED AT \$1,600. Tom Swenson asked for clarification on the cost of construction observation as to whether it was a “not to exceed” figure or an hourly rate. Dave Reese replied that the cost of construction observation is estimated, but that if it comes close, WSN would come back to the Council before exceeding the amount. MOTION CARRIED WITH ALL AYES.
5. PLANNING AND ZONING –
- a. Planning and Zoning Commission/Board of Adjustment Regular Meeting Minutes of January 26, 2007 were included in the packet for Council information.

- b. The permit summary report for February 2007 was included for Council information.
- c. A memo dated March 12, 2007 from Jim Perry regarding second amendment to C.I.C. #1034 was included in the packet for Council review. Ken Anderson showed the Council details of the proposed plat. The plat was reviewed by the City Surveyor, who believed that due to the use of common property and elements, the proposed plat should be platted as a C.I.C. Condominium rather than a Planned Community. After hearing written comments from the applicant, the City Surveyor, the applicants attorney, and the City Attorney, the Planning and Zoning Commission made a recommendation that the City Council approve the plat as submitted, due to the fact that there was no evidence of anything that required that the plat be completed as a Condominium. Ken Anderson also stated that the Planning and Zoning Commission recommended that the cash in lieu of land for Park Dedication be waived due to the fact that no structures will be constructed on the additional lot and the development will not create additional use of the park system. Steve Roe asked if the document before the Council was the same document that the Planning and Zoning Commission approved. Ken Anderson replied that it was the same document with the exception of the title which now reads, "Common Interest Community Number 1034, A Planned Community, Crosswoods, Second Amended CIC Plat". Gerry Brine, the applicants attorney, addressed the Council and stated that these were the documents that the Planning and Zoning Commission reviewed. MOTION 03R-12-07 WAS MADE BY DEAN SWANSON AND SECONDED BY STEVE ROE TO APPROVE SECOND AMENDMENT TO C.I.C. #1034, CROSSWOODS PLAT AS PRESENTED INCLUDING THE FOLLOWING CONDITIONS: 1.) THE CITY SHALL BE REIMBURSED FOR ALL FEES COMING AS A RESULT OF SERVICES PROVIDED BY THE ENGINEER, CITY ATTORNEY, AND CITY SURVEYOR WITHIN 90 DAYS OF SUBDIVISION APPROVAL, AND PRIOR TO SIGNING OF THE C.I.C. PLAT; (2.) ALL DEVELOPMENT ON THE PROPOSED PARCELS SHALL COMPLY WITH REGULATIONS SET FORTH IN THE APPROVED SPECIFIC IMPLEMENTATION PLAN FOR THE PLANNED DEVELOPMENT DISTRICT; (3.) ZONING PERMITS MUST BE OBTAINED FOR ANY PROPOSED EXPANSION TO THE BUILDING AND FOR ADDITIONAL MUNICIPAL SEWER CONDITIONS IF REQUIRED BY THE COUNCIL; AND (4.) ADDRESS NUMBERS SHALL BE POSTED ON EACH INDIVIDUAL BUILDING WITHIN THE ENTIRE DEVELOPMENT WITHIN ONE YEAR OF APPROVAL. NUMBERS MUST BE A MINIMUM OF FOUR INCHES IN HEIGHT AND BE MADE OF A REFLECTIVE MATERIAL. MOTION CARRIED WITH ALL AYES.

Ken Anderson noted that the Planning and Zoning Commission was unable to review the SIP for this development because it was not completed by the City Attorney until Friday, March 9th. MOTION 03R-13-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO

APPROVE THE SPECIFIC IMPLEMENTATION PLAN / PLANNED DEVELOPMENT DISTRICT FOR CROSSWOODS, SECOND AMENDED C.I.C. PLAT AS PRESENTED. MOTION CARRIED WITH ALL AYES.

- d. A staff report dated March 12, 2007 from Ted Strand and Ken Anderson regarding the approval of bids for the sale of surplus vehicles was included in the additions to the agenda for Council review. Sealed bids were opened at noon on March 9th for the two vehicles the City Council declared as surplus. Two bids were received for the 1996 Ford Crown Victoria and one bid was received for the 1990 Chevy 2500 pick-up with utility box. The vehicles were sold in "as-is" condition and the minimum bid to be accepted was \$100 for each vehicle. The bid for the Chevy truck was \$601.50. The bids for the Ford Crown Victoria were \$373.50 and \$511.00. MOTION 03R-14-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO AWARD THE BID AND SALE OF THE 1990 CHEVY TRUCK WITH UTILITY BOX TO THE HIGH BID IN THE AMOUNT OF \$601.50 AND THE 1996 FORD CROWN VICTORIA TO THE HIGH BID IN THE AMOUNT OF \$511.00. The Mayor asked if the City logos were removed from the vehicles. Ken Anderson stated that the Public Works Department would remove the logos before releasing the vehicles. MOTION CARRIED WITH ALL AYES.

Ken Anderson noted that at the Public Hearing held earlier tonight, the request to vacate a portion of Backdahl Road was denied by the City Council.

6. CROSSLAKE COMMUNICATIONS –

- a. The Highlights Report for February was included for Council information. Paul Hoge stated that the financial statements included in the packet for January are preliminary because the Advisory Board has not reviewed or approved them. Crosslake Communications has received recommended approval from the PUC to offer telephone service in the new Certificate of Authority area, but final approval is still pending. Paul Hoge also announced that the Minnesota Telecom Alliance presented its annual Safety Award to Crosslake Communications for its in-house safety program on February 27th at the MTA's 98th Annual Convention in Minneapolis.
- b. Crosslake Communication's Bills for Approval – MOTION 03R-15-07 WAS MADE BY JAY ANDOLSHEK AND SECONDED BY IRENE SCHULTZ TO APPROVE THE JANUARY 2007 BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$230,570.85. MOTION CARRIED WITH ALL AYES.
- c. Crosslake Communications Customer Counts Report and Cablevision Digital TV Report – information only.

7. RECYCLING – Recycling Reports for January and February 2007 were included in the packet for Council information.

8. PERSONNEL COMMITTEE –

- a. A memo dated March 5, 2007 from the Personnel Committee regarding comparable worth points for the Operations Technical Services Specialist was included in the packet for Council review. The Personnel Committee reviewed a recommendation from Paul Hoge to consider a job description for a new position at the Crosslake Communications titled Operations Technical Services Specialist. MOTION 03R-16-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE THE NEW JOB DESCRIPTION FOR AN OPERATIONS TECHNICAL SERVICES SPECIALIST. MOTION CARRIED WITH ALL AYES.

City Administrator Swenson and General Manager Hoge reviewed the job description for Operations Technical Services Specialist and recommend that it be matched with the Engineering Aide II description in the Pay Equity Job Match List provided by the State of Minnesota. The point range for this position is 174-181. The Personnel Committee further recommended that 174 points be assigned to this position and that it be place in Group III of the Union Contract. MOTION 03R-17-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE THE COMPARABLE WORTH POINTS ASSIGNMENT OF 174 TO THE JOB DESCRIPTION OF OPERATIONS TECHNICAL SERVICES SPECIALIST AND THAT THE POSITION BE PLACED IN GROUP III OF THE UNION CONTRACT. MOTION CARRIED WITH ALL AYES.

The Personnel Committee recommended that Joan Harrell move to the newly created position on Step 5 at her current hourly rate of \$18.00 per hour. MOTION 03R-18-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO MOVE JOAN HARRELL TO THE POSITION OF OPERATIONS TECHNICAL SERVICES SPECIALIST ON STEP 5 AT HER CURRENT HOURLY RATE OF \$18.00 PER HOUR. MOTION CARRIED WITH ALL AYES.

- b. A memo dated March 5, 2007 from the Personnel Committee regarding General Manager probation was included in the packet for Council review. At a meeting held on March 5, 2007, the Personnel Committee reviewed a recommendation form City Administrator Swenson to remove Paul Hoge from probationary status and place him on regular full time status. Mr. Hoge has completed his one-year probationary period and upon review of his performance by City Administrator Swenson, there were no areas of concern in his evaluation. MOTION 03R-19-07 WAS MADE BY STEVE ROE AND SECONDED BY DEAN SWANSON TO REMOVE PAUL HOGE FROM PROBATIONARY STATUS AND PLACE HIM ON REGULAR FULL TIME STATUS. MOTION CARRIED WITH ALL AYES.
- c. A memo dated March 5, 2007 from the Personnel Committee regarding the Council vacancy was included in the packet for Council information. It was the consensus of the Personnel Committee that ads would be placed in the Lake Country Echo, the Shopper and the Northland Press specifying the legal qualifications for holding office. Applicants will be required to submit a letter

of interest (in writing) with a deadline date of April 12th. Applicants should include their name, mailing address, phone number and email address. A list of questions will be compiled which will be asked of each applicant during the interview process. A recommendation will be brought to the City Council for final consideration. No action was necessary at this time.

- d. A memo dated March 12, 2007 from Ken Anderson regarding the resignation of Planner – GIS Coordinator was included in the packet for Council review. Jim Perry has resigned his position as Planner – GIS Coordinator effective March 23, 2007. Mr. Perry has accepted the position of Associate Planner for the City of Breezy Point. Ken Anderson noted that Bryan Hargrave is currently employed as the Planner-Zoning Coordinator but is qualified to fill the Planner – GIS Coordinator position. Ken Anderson suggested moving Mr. Hargrave to that position and hiring someone to fill the Planner-Zoning Coordinator position. MOTION 03R-20-07 WAS MADE BY DEAN SWANSON AND SECONDED BY JAY ANDOLSHEK TO ACCEPT THE RESIGNATION OF JIM PERRY FROM THE POSITION OF PLANNER-GIS COORDINATOR EFFECTIVE THE END OF THE DAY ON MARCH 23, 2007. Dean Swanson stated that he sadly accepts the resignation and wishes Mr. Perry well in his new position. Steve Roe stated that he also accepts the resignation with regrets. MOTION CARRIED WITH ALL AYES.

MOTION 03R-21-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO MOVE BRYAN HARGRAVE LATERALLY TO THE POSITION OF PLANNER-GIS COORDINATOR. MOTION CARRIED WITH ALL AYES.

MOTION 03R-22-07 WAS MADE BY DEAN SWANSON AND SECONDED BY STEVE ROE TO AUTHORIZE CITY STAFF TO INITIATE THE HIRING PROCESS TO FILL THE VACANCY OF THE PLANNER-ZONING COORDINATOR POSITION. MOTION CARRIED WITH ALL AYES.

9. ECONOMIC DEVELOPMENT AUTHORITY – None.

H. OLD BUSINESS – None.

- I. NEW BUSINESS** – Steve Roe apologized for hiring Joan Nevin to transport the City Council in the St. Patrick’s Day Parade without consensus of the Council and that if the Council does not want to do that, he would pay for the costs to cancel the reservations. Tom Swenson suggested that as an alternative, the Council could ride in the back of the new dump truck.

Ruth Ann Hanson from the Chamber of Commerce announced that there would be children’s games, live entertainment and a bonfire at Town Square on St. Patrick’s Day. There will also be a raffle for those purchasing Blinkie Buttons. Ms. Hanson

thanked Edina Realty and 1st Federal Savings for their help with the festivities. New this year will be a shuttle service for those participating in the parade as well as for spectators. There will also be portable restrooms along the parade route. Ms. Hanson asked permission to place a portable restroom behind City Hall. Tom Swenson replied that that would be ok.

Dean Swanson and Irene Schultz stated that they would rather be in the parade with the horses than in the back of the dump truck. It was the consensus of the Council to hire Joan Nevin to transport them in the St. Patrick's Day Parade.

J. PUBLIC FORUM – None.

K. ADJOURN – MOTION 03R-23-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO ADJOURN THIS REGULAR MEETING AT 8:15 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
Deputy Clerk

Deputy Clerk/ Minutes/3-12-07

BILLS FOR APPROVAL
12-Mar-07

VENDORS	DEPT		AMOUNT
Ace Hardware, utility knives	P&R		10.63
Ace Hardware, ice scrapers	PW		42.56
Ace Hardware, tape, bulb, batteries	P&R		12.27
Benchmark Professional Seminars, evidence room seminar	Police	pd 3-1	295.00
Brainerd Overhead Door, reset breaker	PW		72.50
Brothers Motorsports, spark plug	PW		4.42
Cascade Computers, new system	Police		835.08
Cascade Computers, wiped drive	Police		27.50
City of Crosslake, sewer utilities	PW/Gov't	pd 3-1	60.00
Council #65, union dues	ALL	pd 3-6	321.75
Crosslake Communications, phone, fax, dsl, cable	ALL		1,346.80
Crosslake Rolloff, recycling	Gov't		2,450.00
Crow Wing County, dog control	Gov't		4,732.50
Culligan, water and cooler rental	PW/Gov't		84.37
Dacotah Paper, soap	Gov't		86.78
Dacotah Paper, towels, soap, air freshener	P&R		296.05
Dacotah Paper, towel dispenser	Library		63.90
Deferred Comp	ALL		226.92
Delta Dental, dental insurance	ALL		1,246.25
Demco, quad rotor stand	Library		2,026.00
Echo Publishing, pw commissioner ad	PW		25.80
Fastenal, vehicle safety kits, lens	PW		47.03
Fastenal, mirror, lens, storm	PW		133.39
Fire Instruction & Rescue, firefighter two	Fire		220.00
Fortis, disability	ALL		329.15
Holiday, propane refill	P&R		36.19
Holmes Radiator Shop, heater core	Fire		47.49
Jay Lorch, reimburse for uniform	Police		84.75
J-Craft, plow equipment for new truck	PW		74,482.91
J-Craft, filter element	PW		71.69
Johnson, Killen & Seiler, labor attorney fees	Gov't		313.50
Marco, staples	P&Z/Admin	pd 3-6	71.72
Marsden Bldg Maintenance, office cleaning	PW		596.40
Martin Communications, repair pager	Fire		121.67
Mastercard, Perkins, travel expense	PW		26.59
Mastercard, Pines Edge Grocery, fuel	PW		84.59
Medica, health insurance	ALL		18,180.18
Menards, cedar and pine, snowblower	PW		686.79
Mid American Research, thermal lock	P&R		139.89
Mills Motors, install fuse	PW		40.25
MN Benefits	Admin	pd 3-1	129.92
MN Life, life insurance	ALL		435.40
MN Mayor's Assoc, membership dues	Council		20.00
MN Telecom Alliance, safety program dues	Gov't		1,815.00
Moonlite Square, fuel	Fire		16.00

ADDITIONAL BILLS FOR APPROVAL
12-Mar-07

VENDOR	DEPT	AMOUNT
Abra True Value, flame lighter	Cemetery	8.07
Ace Hardware, caulk	P&R	5.41
Ameripride, mats, paper towels	PW	231.62
AW Research, water test	Sewer	102.60
AW Research, water test	Sewer	102.60
Bob Hartman, reimburse travel expenses	Police	9.53
Blue Lakes Disposal, trash removal	ALL	266.64
Brandanger Office Suuply, name plate	P&Z	15.37
Char Nelson, reimburse mileage	Admin	29.10
County Surveyor, e911 addresses	Gov't	100.00
Crow Wing Power, electric service	ALL	6,393.50
Darlene Roach, reimburse mileage	Admin	24.25
Echo Publishing, bids for equipment	P&R	57.60
Fastenal, bolts	PW	203.55
Fastenal, vehicle safety kit	PW	47.03
Holiday Station, propane refill	Cemetery	45.24
Holiday Station, propane refill	Cemetery	15.53
Jay Lorch, reimburse for uniform	Police	15.00
Joan Nevin, parade float	Gov't	200.00
Lake Region Electric & Lighting, light fixture	PW	411.09
Mastercard, Best Western, travel expenses	PW	303.77
Mastercard Card, JC Penneys, uniform	PW	87.94
Mastercard, Menards, jigsaw, blade, wastebaskets	P&R	56.30
Mastercard, Office Max, pens, cds, tape, scissors	P&R	134.32
Mastercard, Sears, safety boots	PW	100.00
Mastercard, Valley Pools and Spas, pump, skimmer pak	Sewer	417.36
Reflections Up North, paint	P&R	69.16
Streichers, chevrons and flag for uniform	Police	23.06
Ted Strand, reimburse travel expenses	PW	93.87
Triangle Oil, automatic nozzle	PW	156.52
TOTAL		9,726.03

G. L. B.

Crosslake Telephone Company

Check Register - General Account

From January 1, 2007 through January 31, 2007

Check #	Vendor Name	Date	Description	Amount
000616	CITY OF CROSSLAKE (SEWER)	01/10/07	DECEMBER SEWER	30.00
000617	INTERNAL REVENUE SERVICE	01/31/07	JANUARY EXCISE TAX	1,806.25
000618	MINNESOTA DEPT OF REVENUE	01/31/07	SALES & USE TAX	9,332.00
000619	INTERNAL REVENUE SERVICE	01/12/07	FED, FICA, MEDICARE	5,890.50
000620	PERA	01/12/07	PERA EE & ER	3,044.90
000621	MINNESOTA DEPT OF REVENUE	01/12/07	MN INCOME TAX	991.90
000622	GREAT WEST LIFE & ANNUITY INSU	01/12/07	DEFERRED COMP	1,837.92
000623	INTERNAL REVENUE SERVICE	01/26/07	FED, FICA, MEDICARE	6,733.53
000624	PERA	01/26/07	PERA EE & ER	3,220.42
000625	MINNESOTA DEPT OF REVENUE	01/26/07	MN INCOME TAX	1,155.89
000626	GREAT WEST LIFE & ANNUITY INSU	01/26/07	DEFERRED COMP	1,837.92
000627	CROW WING POWER	01/26/07	ELECTRIC SERVICE	3,804.36
020917	LAKES PRINTING	01/08/07	FOLD & SHIP "DO NOT CALL POLICY"	82.72
020918	REED'S MARKET	01/08/07	DONUTS & PAPER PLATES	8.92
020919	MINNESOTA TELECOM ALLIANCE	01/08/07	2007 DUES	5,190.00
020920	ECHO PUBLISHING & PRINTING INC	01/08/07	FCC NOTICE	162.00
020921	CROW WING COUNTY TREASURER	01/08/07	2007 ANNUAL PERMIT	500.00
020922	UNICEL	01/08/07	RECIP COMP 10/16-11/15	125.21
020923	CULLIGAN OF BRAINERD	01/08/07	JAN/FEB SERVICE	138.40
020924	OLSEN THIELEN CO LTD	01/08/07	INTERIM BILLING FOR AUDIT	11,481.00
020925	UNITED PARCEL SERVICE	01/08/07	WEEKLY SERV & MISC SHIPPING	88.94
020926	CROSSLAKE COMMUNICATIONS	01/08/07	COMMUNITY CENTER VOICE MAIL	727.94
020927	CITY OF CROSSLAKE	01/08/07	SUBSCRIBER FEE BILLING	20,000.00
020928	CITI LITES INC	01/08/07	LOCATES	292.95
020929	XCEL ENERGY	01/08/07	DEC NATURAL GAS	390.17
020930	AMERIPRIDE LINEN & APPAREL	01/08/07	RUG & TOWEL SERVICE	76.65
020931	MINNESOTA 9-1-1 PROGRAM	01/08/07	911, TAP, TACIP	1,801.92
020932	MN NCPERS LIFE INSURANCE	01/08/07	JAN LIFE PREMIUM #407202	64.00
020933	WHITEFISH AUTOMOTIVE	01/08/07	OIL CHG, LUBE, TIRE REPAIR	42.45
020934	NATIONAL CABLE TELEVISION COOP	01/08/07	SOFTWARE FOR TROUBLE SHOOTING	352.89
020935	CENTRAL TRANSPORT GROUP LLC	01/08/07	4 DS1'S, 1 T3	4,088.00
020936	EMILY ACE HARDWARE	01/08/07	FLOURESCENT BULB RECYCLE	50.40
020937	MERRILL LYNCH	01/08/07	TO FUND DEBT SERVICE RESERVE	37,452.00
020938	MINNESOTA LIFE INSURANCE CO	01/08/07	JAN LIFE PREMIUM	177.40
020939	PINNACLE PUBLISHING, LLC	01/08/07	TELEPHONE DIRECTORY-5	2,162.89
020940	FOX SPORTS NET NORTH	01/08/07	AFFILIATE PAYMENT	4,954.00
020941	UNICEL	01/08/07	PAGER	6.39
020942	SOCIETY OF CABLE TELECOMM ENG	01/08/07	ONE YEAR MEMBERSHIP	58.00
020943	MTV NETWORKS	01/08/07	AFFILIATE PAYMENT	2,743.29
020944	LIFETIME	01/08/07	AFFILIATE PAYMENT	195.20
020945	TV GUIDE NETWORKS INC	01/08/07	AFFILIATE PAYMENT	599.91
020946	UNITED STATES TREASURY	01/08/07	DUE WITH 4TH QTR 941 RETURN	64.88
020947	PROSTAFF	01/08/07	ACCTG TEMP HELP	427.68
020948	TELCO MARKETING GROUP	01/08/07	MARKETING CONF REG 2/7-2/9	100.00
020949	CROSSLAKE ACE	01/08/07	BATTERIES FOR REMOTES	133.90
020950	NATIONAL CABLE TEL COOP, INC	01/08/07	AFFILIATE PAYMENT	18,434.29
020951	SPRINT	01/08/07	CELL PHONES	223.00
020952	NATHANIEL J. PLANTE	01/08/07	REIMBURSE FOR LOCAL SERVICE	192.00
020953	KARE 11 TV	01/08/07	RETRANS BILLING	162.10
020954	PAUL HOGE	01/08/07	CAFE PLAN REIMBURSEMENT	1,017.08
020955	WASTE PARTNERS, INC.	01/08/07	DEC TRASH REMOVAL	99.08
020956	JAVA CONNECTION	01/08/07	PERM DISCONNECT	91.19
020957	BRAD SCHOLL	01/08/07	PERM DISCONNECT	6.91
020958	WALTER SADOWSKI	01/08/07	PERM DISCONNECT	83.64
020959	GERALD M. CROSBY	01/08/07	PERM DISCONNECT	24.29
020960	BETTIE W CROSE	01/08/07	PERM DISCONNECT	26.61
020961	THOMAS R. KLUGE	01/08/07	PERM DISCONNECT	257.19
020962	TODD ROSEN	01/08/07	PERM DISCONNECT	9.76
020963	MRS PETER SPINNATO	01/08/07	PERM DISCONNECT	47.26
020964	RAY & RITA SAELAND	01/08/07	PERM DISCONNECT	20.80
020965	RICK & JANET SCHMIDT	01/08/07	PERM DISCONNECT	15.98
020966	JUSTIN KATTERHAGEN	01/08/07	PERM DISCONNECT	40.11
020967	CAROLE & DELANO REMBOLDT	01/08/07	PERM DISCONNECT	40.08
020968	BARBARA A DAWSON	01/08/07	PERM DISCONNECT	159.75
020969	CHRISTOPHER GONSKA	01/08/07	PERM DISCONNECT	15.03
020970	STEVE & MARY LANGHORST	01/08/07	PERM DISCONNECT	6.62
020971	CINDY & KEVIN ROBERG	01/08/07	PERM DISCONNECT	70.63
020972	LOLA MARIE SPEARS	01/08/07	PERM DISCONNECT	8.39
020973	MN CHILD SUPPORT PAYMENT CTR	01/12/07	CHILD SUPPORT WITHHELD	317.02
020974	MN CHILD SUPPORT PAYMENT CTR	01/26/07	CHILD SUPPORT WITHHELD	317.02
020975	IBEW LOCAL UNION 949	01/26/07	UNION DUES	372.80

020976	LAKES PRINTING	01/23/07	BUSINESS SEMINAR POSTCARDS	1,092.03
020977	LARRY EVENSON	01/23/07	CAFE PLAN REIMBURSEMENT	456.56
020978	MINNESOTA TELECOM ALLIANCE	01/23/07	MTA REGISTRATION	545.00
020979	CROW WING POWER	01/23/07	POLE ATTACHMENTS	21.36
020980	ONVOY, INC.	01/23/07	SS7 SERVICE, DED FAC., 6264 PROG, 0264, ETC	5,492.79
020981	OLSEN THIELEN CO LTD	01/23/07	2005 CPR'S	7,279.00
020982	CITY OF CROSSLAKE	01/23/07	PERS ACCIDENT POLICY-BOARD	102.00
020983	PITNEY BOWES INC	01/23/07	EZ SEAL	73.46
020984	THE OFFICE SHOP	01/23/07	COPY PAPER, SHARPIES, PAPER RL	201.36
020985	PAM STRAKA	01/23/07	MILEAGE REIMBURSEMENT	268.69
020986	DELTA DENTAL PLAN OF MINNESOTA	01/23/07	FEBRUARY DENTAL PREMIUM	1,030.50
020987	MEDICA	01/23/07	FEBRUARY HEALTH PREMIUM	12,020.98
020988	BADGER COMMUNICATIONS CORP	01/23/07	PHONE FOR RESALE	1,181.19
020989	LYDIA SASSE	01/23/07	LOCAL SERVICE REIMBURSEMENT	347.40
020990	WHITEFISH AUTOMOTIVE	01/23/07	FIX TAIL LIGHT, OIL CHG & LUBE	114.36
020991	NEUSTAR INC.	01/23/07	SOW & LNP CHARGES	103.80
020992	MERRILL LYNCH	01/23/07	DECEMBER VISA ACTIVITY	653.08
020993	D&D FIBERGLASS BODIES INC	01/23/07	UTILITY BOX FOR 2006 GMC	7,465.65
020994	MINNESOTA LIFE INSURANCE CO	01/23/07	FEB LIFE PREMIUM	177.40
020995	AMERICAN TELEVISION & COMM.	01/23/07	AFFILIATE PAYMENT	1,000.00
020996	JOAN HARRELL	01/23/07	MILEAGE REIMBURSEMENT	29.10
020997	VANTAGE POINT	01/23/07	2006 OSP INSPECT	7,900.00
020998	D&H DISTRIBUTING CO.	01/23/07	ITEMS FOR RESALE	5,225.67
020999	IMAGING PATH	01/23/07	JAN MAINT/COPIES	174.07
021000	CANNON FINANCIAL SERVICES, INC	01/23/07	PMT 28 OF 36 COPIER LEASE	424.94
021001	ZONE TELECOM, INC.	01/23/07	DECEMBER ACTIVITY	4,706.47
021002	SPRINT	01/23/07	CELL PHONES	202.02
021003	EQUUS COMPUTER SYSTEMS, INC	01/23/07	PC TO BE RETURNED	25.00
021004	NATHANIEL J. PLANTE	01/23/07	DSL REIMB 1/12-2/12/07	49.95
021005	GENSOFT SYSTEMS, INC	01/23/07	JAN BILLING	6,624.17
021006	ARVIG COMMUNICATION SYSTEMS	01/23/07	ANSWERING SERVICE	92.12
021007	LACEYTECH, LLC	01/23/07	TECH SUPPORT RE; CABLE MODEMS	200.00
021008	SWEET PEA FLORAL & BRIDAL	01/23/07	FLOWERS-EMPLOYEES REIMBURSED	44.73
021009	CROW WING COUNTY HIGHWAY DEPT.	01/23/07	DEC UNLEADED & DIESEL FUEL	550.97
021010	UNITED STATES TELECOM ASSOC.	01/23/07	2007 MEMBERSHIP DUES	3,006.00
021011	GOPHER STATE ONE CALL	01/23/07	DECEMBER LOCATE TICKETS	40.75
021012	ONVOY, INC.	01/23/07	OPERATOR SERVICES	162.46
021013	NORCON BORING INC	01/23/07	SEWER ON MAPLE LANE	1,237.50
021014	DISCOVERY DIGITAL NETWORKS	01/23/07	AFFILIATE PAYMENT	96.90
021015	DISCOVERY HEALTH	01/23/07	AFFILIATE PAYMENT	41.80
021016	7SIGMA SYSTEMS, INC	01/23/07	DECEMBER CONSULTING	2,175.00
021017	FITTV	01/23/07	AFFILIATE PAYMENT	32.30
021018	PINNACLE COMPANY	01/23/07	IMPROVE UTILITY BUILDING	1,200.00
021019	MINNESOTA TELECOM ALLIANCE	01/23/07	MTA REGISTRATION	220.00
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				<u>230,570.85</u>

Company 01 Total