

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
FRIDAY, MARCH 16, 2007
1:00 P.M. - CITY HALL

Pursuant to proper notice and call, the City Council met in a special session on Friday, March 16, 2007 at 1:00 P.M. at City Hall. The following Councilmembers were present: Mayor Jay Andolshek, Steve Roe, Irene Schultz and Dean Swanson. Also present was City Administrator Tom Swenson, Community Development Director Ken Anderson, Park and Recreation Director Jon Henke and Clerk/Treasurer Darlene Roach. There were approximately seventeen individuals in the audience.

Mayor Andolshek called the meeting to order at 1:00 P.M. and stated that the first order of business was to review additional information pertaining to the purchase of fitness room equipment for the Community Center.

Park and Recreation Director Jon Henke stated that on January 8, 2007, the City Council approved utilizing \$75,000 of Equipment Certificate Funds received in 2006 for the purchase of equipment for the weight room. Based on input from the Council, specifications were developed and an advertisement was placed in the official newspaper. Two bids were received as a result of this advertisement and Magnum Fitness Systems submitted the lowest bid totaling \$70,430.25, which includes a five-year semi-annual preventative maintenance agreement. It was noted that Hardcore Fitness, the second company submitting a bid, excluded some of the equipment on the specification sheet from the bid. Director Henke recommended that the Council award the bid to Magnum Fitness based on their meeting all specifications, having favorable references and the bid total is within the allowed amount.

Park and Recreation Director Henke stated that the next item for Council review was a copy of the Staff Report dated January 6, 2007 prepared by Henke which was distributed to the Council prior to the Regular Council Meeting and presented during the meeting of January 8th. A layout of the facility was shown on a drawing presented by Henke. Another drawing of a body showed the anterior surface muscles and posterior surface muscles and what muscle each machine will concentrate on. Research was done prior to preparing the specifications as to what effect exercise has on the body based on various age groups and type of exercise. The research showed that the ratio between aerobic exercise and weight lifting becomes more equal as people age. A copy of the bid form including specification sheets, warranty, equipment descriptions and dimensions and itemized bid form was provided to the Council. Henke stated that when Centers are brought up, often times the Hallett Community Center is mentioned. Henke stated that the Hallett facility contains 2,200 square feet of space with each fitness station utilizing 57 square feet. What is proposed in the Crosslake Fitness Room is 1,920 square feet of space with 20 square feet utilized by each fitness station so while the Crosslake Fitness Room is smaller, it is similar in size. Henke stated that he has a membership at the YMCA and they have 50 or more stations for use by members. Henke stated that he spoke with a resident who was concerned with safety and what liability the City would

incur should an injury occur. Henke stated that Park and Recreation facilities are protected under recreational immunity unless negligence can be proven. He also stated that all Community Center Staff are trained in safety issues and CPR through a safety program administered for all City employees by Minnesota Telephone Association. The Community Center has a defibrillator and oxygen tanks on site if needed. The Center is located within one mile of the Emergency Services Center where North Ambulance has their quarters and where the First Responders have equipment.

Michelle Schmidt of Anytime Fitness addressed the Council. Schmidt stated that she has gone through the equipment list provided by Henke and noted that she has every piece of equipment except the Abductor/Adductor at her facility. Schmidt stated that there is not enough room in the City for two facilities with the same equipment at the same time. She stated that at the January meeting cardio equipment was mentioned and it was stated that the equipment would be for use by seniors. Schmidt asked where the pro forma reports were and how many businesses start up without a pro forma. Schmidt stated that she did not feel the equipment would pay for itself and that the rates would have to be increased to keep the costs paid for by the user. Schmidt also asked if any leasing proposals were considered. Regarding the maintenance agreement, Schmidt asked if there were any additional costs to be incurred as a result of the travel distance. Finally, she asked if the City should be in competition with private business. Regarding safety, Schmidt stated that she has safety buttons for users and requires a health questionnaire with a doctor's approval. She stated that she has been in business for over two years but cannot compete against a subsidized entity. She stated that she will not be in business in a year if the City is going to compete with her.

Les Boozell addressed the Council and stated that he has been looking into this issue for the past two days and made a list of questions. He asked if the heating and cooling is shared with the rest of the building, commented that the drawing presented doesn't look like reality to him, asked what impact the equipment would have on private enterprise, asked for a definition on the qualification of staff, asked whether the job description for the director needs to be re-defined as well as the word "advocate", he said the meaning of Park and Recreation needs to be addressed, asked whether anyone has looked into where it will be ten years from now and what will become of the whole operation. He then commented that the YMCA and Hallett Center are not government sponsored entities.

Larry Hopkins stated that he is a new resident of the Community Center and supports the activities at the Community Center. He stated that Jon, Jane and Linda have spent considerable time researching what people need. He stated that Mayo Clinic has identified four things that people need and these needs range from basketball to weights. These four things are available at the Community Center. He stated that he and his wife bought property here because the area is progressive.

Joe Albrecht stated that he is an avid user of the Fitness Room and both weight training and aerobic training are a big part of his life. He stated that he is 62 years old and can attest that the statistics Jon Henke has presented are true. He stated that he doesn't know the statistics here, but competition is very common across America. Albrecht stated that

not equipping the new room would be like building a lake home and not furnishing it. When the Council approved the addition to the facility, they must have been aware that they would be adding equipment.

A resident of Chatham Park (Robert) addressed the Council and stated that he uses the Community Center facility because he can afford it. He stated that 95% of the users are seniors. He stated that even if the fees were increased three to four times the current fee it would still be affordable for him.

Mrs. Lindquist addressed the Council and stated that she joined the Center because she suffers from osteoporosis and needs weight bearing exercise to help her condition. She stated that her kids use Anytime Fitness when they visit but she prefers the Community Center.

Stan Childs stated that he has been a member of the Fitness Room since 1996 and that the majority of the people using the room are between 45 to 75 years of age. He stated that the new equipment will replace seven or eight pieces of equipment that are a liability due to their age. He stated that Anytime Fitness facilities are very successful, but most of the users of the Community Center are not the people who work out at night. He also noted that the Community Center doesn't advertise their services like private business does. Childs stated that the rates at the Community Center could be increased and still be very reasonable.

Joe Smith stated that he has been a member for five years and is an avid weight lifter. He stated that he likes the facility because the people that go there are his age. Smith doesn't feel that this facility is in competition with Anytime Fitness and doesn't believe that it will drive Ms. Schmidt out of business. He stated that there is a place for all of us to exist.

Pastor Anderson of Mission of the Cross Lutheran Church stated that he has a vested interest in the health and welfare of the community and supports the Community Center's effort as well as being a user. He stated that this is an investment in the health and welfare of the community and the Council should not let the opportunity pass by.

Lyle Nelson stated that he joined the Community Center Fitness four months ago and likes the Center because he doesn't have to make a long-term commitment and the people are great. He stated that it is a social gathering for many people.

Rob Larson stated that he may be biased being a former Park and Recreation Director at the Community Center who helped to create the weight room when the Center was built. He stated that dollars were raised for the equipment in the weight room and this equipment is now ten years old and needs to be replaced. Since the fire destroyed the original Community Center, the rebuilding of the Center has resulted in the facility growing into a wonderful facility and wants to give Jon Henke his total support.

Michelle Schmidt addressed the Council and stated that she appreciates the comments. She stated that she agrees with the comments made regarding the need for both cardio and weight lifting exercise for ages 18 to 88. She felt the Council needed to consider the maintenance costs as well as other costs that will be too much for the Park and Recreation Department to absorb. She stated that her busy time is between the hours of 5 – 8 P.M., but will not survive if the City upgrades all their equipment. Councilmember Schultz thanked Michelle Schmidt for showing her the Anytime Fitness facility but feels there is a different clientele there than at the Community Center. She stated that the Community Center has had a weight room for years and the equipment needs to be updated. Schultz feels there is room for both facilities. MOTION 03S-01-07 WAS MADE BY IRENE SCHULTZ AND SECONDED BY JAY ANDOLSHEK TO ACCEPT THE BID FROM MAGNUM FITNESS. Councilmember Swanson stated that he too was here when the Community Center was started and feels strongly about the Center. He stated that the Weight Room was an add-on and has been an asset to the Community. Swanson stated that he has never been against shutting down the facility. Swanson stated that what he wanted was to be given a list of equipment that needs to be replaced and what it is going to be replaced with. He doesn't feel that he or the Council got the information that was asked for. Swanson stated that the Park and Recreation Department has a vision and feels that there is room for all three fitness centers within the City. The choice before the Council today is whether to accept the bid or reject it. Jon Henke stated that he could answer the questions posed by Councilmember Swanson. Henke stated that the intent is to replace the bench press, incline bench press, hip sled, lap pull down, flat bench and weight rack since he feels this equipment is unsafe. In addition to replacing these items, new equipment is being added to add to the usability of the equipment. Mayor Andolshek stated that the Community Center is a good family oriented facility and he is amazed at how well the City tries to work with the business community. Andolshek stated that the City recently made a \$7.5 million dollar investment in the community by upgrading the telephone and cable services within the City and feels that investing in the Fitness Center is the right thing to do for the Community. Councilmember Roe stated that we are replacing almost all of the equipment in the room and are going from eight or nine stations to twenty-nine stations. Roe stated that he is all for the fitness center, but we've gone way beyond what is needed. Roe stated that he has seen nothing in terms of financial justification or pro forma. Councilmember Schultz stated that the Council has approved the expenditure of \$75,000 twice and asked why the expenditure is being questioned now. Schultz stated that Jon Henke was asked to get the bids on the equipment and he did that. MOTION FAILED WITH COUNCILMEMBER'S ANDOLSHEK AND SCHULTZ VOTING AYE AND COUNCILMEMBERS ROE AND SWANSON VOTING NAY. Councilmember Roe felt that the proposal should be resubmitted to the Council, however did express concern over the unsafe equipment at the Community Center. Roe felt there should be a better approach than just filling the room with equipment. City Administrator Swenson stated that the Staff needed direction from the Council on where to go from here. Roe felt the issue should come back to the Council for further review. Councilmember Swanson asked that Staff provide the Council with a list of equipment that needs replacing and what the cost is to replace the equipment. Henke stated that he has spent a lot of time putting specs together and tried to represent the people who use the Center and requested that the issue be tabled to be fair

to the bidders since the bids are good for forty-five days. Henke stated that if the equipment is pared down, the City may not get the equipment for the cost shown in the bid so the City could end up with less equipment for the same cost. Councilmember Roe stated that he would be willing to discuss the issue when he sees a decent pro forma and decent priority of equipment and rather than view this as a stall or rejection he would suggest the issue be tabled. It was the consensus of the Council that the issue be tabled to the April meeting.

The next item for Council consideration was to review a revised organizational chart which shows the proposed reporting structure for the Library Operations Team and volunteers and to review a recommendation from the Park Advisory Commission to expand the Commission from five to seven members including individuals having an interest in parks and recreation programs and library experience. If the increase in members is approved, the Commission recommends that the Library Committee be disbanded. If the number of members increases, an ordinance amendment would need to be drafted for approval by the Council. There was some discussion regarding the requirement to be a resident. The Planning and Zoning Commission requires that members be residents or business owners within the City and the Utilities Advisory Board requires its members to live in the area serviced by the utility. Councilmember Roe did not support a requirement that the members be residents. He stated that the Library has become a reality with the help of non-residents by way of money and time. Henke commented that the Commission currently has four members and would like to advertise to fill three seats. MOTION 03S-02-07 WAS MADE BY DEAN SWANSON AND SECONDED BY STEVE ROE TO AUTHORIZE THE CITY ATTORNEY TO DRAFT AN ORDINANCE AMENDMENT FOR THE PARK AND RECREATION/LIBRARY COMMISSION INCLUDING THE FOLLOWING ASSUMPTIONS: (1.) AMEND CITY ORDINANCE RELATED TO TITLES AND DUTIES OF VARIOUS BOARDS AND COMMISSIONS; (2.) LIBRARY OPERATIONS ARE A FUNCTION OF THE PARK AND RECREATION DEPARTMENT UNDER THE OVERSIGHT OF THE PARK AND RECREATION DIRECTOR; (3.) THE PARK AND RECREATION/LIBRARY ADVISORY COMMISSION SHALL CONSIST OF SEVEN MEMBERS INCLUDING A COMBINATION OF BOTH RESIDENTS AND NON-RESIDENTS WITH A VARIETY OF INTERESTS AND BACKGROUNDS RELEVANT TO THE CROSSLAKE RECREATION AND LIBRARY FACILITIES; (4.) THE PARK AND RECREATION/LIBRARY ADVISORY COMMISSION MAY ESTABLISH COMMITTEES TO PROVIDE INPUT TO THE COMMISSION IN AREAS INCLUDING BUT NOT LIMITED TO FUND RAISING, SELECTION, TECHNOLOGY, BASEBALL, TENNIS, ETC BEING AWARE THAT COMMITTEES ARE SUBJECT TO REQUIREMENTS OF THE OPEN MEETING LAW; (5.) THAT THE LIBRARY WILL ONLY OPERATE DURING HOURS THAT THE COMMUNITY CENTER IS OPEN TO THE PUBLIC AND THAT THE KEY FOR OPENING AND CLOSING THE LIBRARY ADDITION WILL BE KEPT AT THE COMMUNITY CENTER FRONT DESK; AND (6.) THERE WILL BE ESTABLISHED AN OPERATIONS TEAM WHICH WILL SUPERVISE THE LIBRARY VOLUNTEERS, THE OPERATIONS TEAM WILL REPORT TO THE PARK AND

RECREATION DIRECTOR REGARDING DAY-TO-DAY LIBRARY AND BUILDING OPERATIONS AND MAY ACT AS A RESOURCE FOR THE PARK AND RECREATION/LIBRARY ADVISORY COMMISSION. Councilmember Roe felt that dissolving the Library Committee was harsh and would like to see a transition period. City Administrator Swenson commented that he and Jon Henke have met with the Library Committee and the Operations Team and everyone is in agreement with the Library Policy Manual and the role the Operations Team will play with the over 50 volunteers. Swenson stated that the group has come a long way over the past three months. MOTION CARRIED WITH ALL AYES.

The Crosslake Area Library Policy Manual and Operations Team Responsibilities was a joint effort between the members of the Operations Team, City Administrator Tom Swenson and Park and Recreation Director Jon Henke. Council approval on these two documents was requested. MOTION 03S-03-07 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE THE ADOPTION OF THE CROSSLAKE AREA LIBRARY POLICY MANUAL INCLUDING THE CROSSLAKE AREA LIBRARY OPERATION TEAM RESPONSIBILITIES DOCUMENT. MOTION CARRIED WITH ALL AYES.

A Crosslake Area Library Membership Application was developed which would include the name, address and phone number for those individuals wishing to obtain a library card. By accepting the library membership, the applicant would agree to abide by the policies of the Crosslake Area Library as specified in the policy manual. Director Henke suggested that a contact name be included for health reasons. MOTION 03S-04-07 WAS MADE BY JAY ANDOLSHEK AND SECONDED BY IRENE SCHULTZ TO APPROVE THE MEMBERSHIP APPLICATION FORM INCLUDING THE ADDITION OF AN AREA TO INCLUDE AN EMERGENCY CONTACT NAME. MOTION CARRIED WITH ALL AYES.

The City received two quotes for the purchase and installation of Audio/Visual equipment at the Community Center and Library. Director Henke requests approval to accept the lowest quote from UCT, Inc. in the amount of \$18,533.24. The project budget included \$5,000 towards this equipment and the balance would be paid from monies remaining in the Equipment Certificate Fund. This equipment is similar to the equipment installed at City Hall and would allow large meetings to be moved to the Community Center. Councilmember Roe asked what the optional equipment quoted included and Henke stated it would include a DVD recorder and microphones. Councilmember Swenson asked if security cameras were included in the NorSon bid and he was informed that they were not included in the bid. MOTION 03S-05-07 WAS MADE BY STEVE ROE AND SECONDED BY IRENE SCHULTZ TO APPROVE THE QUOTE FROM UCT, INC. INCLUDING THE ALTERNATE IN THE AMOUNT OF \$18,533.24. MOTION CARRIED WITH ALL AYES.

A motion was requested on the Bills for Approval. MOTION 03S-06-07 WAS MADE BY JAY ANDOLSHEK AND SECONDED BY IRENE SCHULTZ TO APPROVE THE

BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$4,869.31.
MOTION CARRIED WITH ALL AYES.

MOTION 03S-07-07 WAS MADE BY STEVE ROE AND SECONDED BY IRENE
SCHULTZ TO ADJOURN THIS SPECIAL COUNCIL MEETING AT 3:07 P.M.
MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Darlene J. Roach
Clerk/Treasurer

SPECIAL COUNCIL MEETING – March 16, 2007.doc

BILLS FOR APPROVAL
16-Mar-07

VENDORS	DEPT		AMOUNT
Ace Hardware, toggle covers, outlet box, extension cord	PW		93.57
Bob Hartman, reimburse travel expense	Police		6.48
Galls, badges	Fire		453.76
Galls, pins, tie bars, ties	Fire		570.36
Hawkins, aqua hawk	Sewer		137.10
Jay Lorch, reimburse travel expense	Police		6.16
Johnson Candy, parade supplies	Gov't		119.76
Krause Lock & Key, keys	PW		6.39
Mastercard, travel expenses	Admin		173.23
Mastercard, Newegg.com, adobe acrobat software	Gov't		94.98
Mastercard, Yde's Appliance	Gov't		106.50
Metro Fire, saber jet nozzle	Fire		696.21
MPCA, extension permit	Sewer	pd 3-14	240.00
Napa Auto Parts, cleaner	PW		13.83
North Memorial Medical Center, 1st responder refresher course	Fire		1,200.00
North Memorial Medical Center, healthcare provider refresher	Fire		200.00
Pepsi, pop	PW		68.21
Streichers, uniform	Police		125.07
Triangle Oil, automatic nozzle	PW		210.87
Triangle Oil, donax tc	PW		164.01
Demco, Tape and Step Stool for Library	P&R		182.82
TOTAL			4,869.31