

SPECIAL COUNCIL MEETING  
CITY OF CROSSLAKE  
APRIL 5, 2001  
9:00 A.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Thursday, April 5, 2001 at 9:00 A.M. The following Councilmembers were present: Mayor Darrell Swanson, Sandy Eliason, Chuck Miller, Irene Schultz and Dean Swanson. Also present was City Administrator Thomas Swenson, General Manager Kevin Larson, Park and Recreation Director Jon Henke, Public Works Director Ted Strand, Community Development Director Paul Larson, City Attorney Paul Sandelin, Deputy Clerk Darlene Roach and Lake Country Echo Reporter Betty Ryan.

1. Mayor Swanson called the Special Meeting to order at 9:00 A.M.
2. Public Works Commission recommendations on 2001 Road Projects - At its meeting of March 19, 2001, the Public Works Commission reviewed plans for improvement for fourteen road projects. Motions were made and approved recommending Council approval to proceed with these improvements. If approved, an advertisement for bids will be published at least once, not less than 14 days prior to the opening of bids. Bids will be accepted until 2:00 P.M. on May 4, 2001 at which time they will be publicly opened in the Council Chambers of City Hall by the City Administrator and Engineer. The bids will then be tabulated and considered by the City Council at 7:30 P.M. on May 14, 2001. The following road projects were recommended for approval:
  - a. White Oak Drive – Improvement would be from the intersection of Urban Point Road to the intersection of CSAH #103. MOTION 04S-01-01 WAS MADE BY DEAN SWANSON AND SECONDED BY SANDY ELIASON TO APPROVE RESOLUTION 01-8 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR WHITE OAK DRIVE. MOTION CARRIED WITH ALL AYES.
  - b. Red Oak Circle – Improvement of Red Oak Circle would commence at the intersection of Happy Landing Road and proceed to the end of the cul-de-sac. MOTION 04S-02-01 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-9 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR RED OAK CIRCLE. MOTION CARRIED WITH ALL AYES.
  - c. Anderson Court – Improvement of Anderson Court would be from the intersection of CSAH # 103, north, to the end of the cul-de-sac. MOTION 04S-03-01 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-10 APPROVING PLANS AND SPECIFICATIONS AND ORDERING

ADVERTISEMENT FOR BIDS FOR ANDERSON COURT. MOTION CARRIED WITH ALL AYES.

- d. Ivy Lane/Ivy Trail – Improvement would be for the entire length of Ivy Lane and Ivy Trail from the intersection of Ivy Lane to the end of the road. City Administrator Swenson inquired as to whether the City Attorney has obtained an easement from the Corps of Engineers. City Attorney Sandelin replied that he has not yet received the easement. MOTION 04S-04-01 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-11 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR IVY LANE AND IVY TRAIL. MOTION CARRIED WITH ALL AYES.
- e. Rush Lane – Improvement would commence from the intersection of Anchor Point Road to the end of the road. MOTION 04S-05-01 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-12 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR RUSH LANE. MOTION CARRIED WITH ALL AYES.

Councilmember Miller joined the meeting at 9:10 A.M.

- f. Gale Lane – Improvement would commence at the intersection of CSAH # 16 to Lot 3, Perkins Ridge Plat. MOTION 04S-06-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-13 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR GALE LANE. MOTION CARRIED WITH ALL AYES.
- g. Manhattan Drive – Improvement would commence at the intersection of Manhattan Point Boulevard to the end of the road. MOTION 04S-07-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-14 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR MANHATTAN DRIVE. MOTION CARRIED WITH ALL AYES.
- h. Pinedale Street – Improvement would commence at the intersection of Manhattan Point Boulevard, east, for approximately 300 feet. MOTION 04S-08-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-15 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR PINEDALE STREET. MOTION CARRIED WITH ALL AYES.
- i. Summit Avenue – Improvement would commence at the intersection of Whitefish Avenue, north to the intersection of Shadywood Street. MOTION 04S-09-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-16 APPROVING PLANS AND SPECIFICATIONS AND ORDERING

ADVERTISEMENT FOR BIDS FOR SUMMIT AVENUE. MOTION CARRIED WITH ALL AYES.

- j. Cool Haven Lane – It was the consensus of the Commission to pave the road from the intersection of South Landing, west, to the turnaround at the top of the hill and to use an alternate crushed material on the hill with a ponding area at the base of the hill. City Engineer Dave Reese briefly explained that crushed bituminous or taconite tailings would be utilized in lieu of blacktop at the end of Cool Haven Lane. Councilmember Swanson inquired about future maintenance of the road in this area. City Engineer Dave Reese stated that runoff may eventually erode this area requiring additional crushed bituminous or tailings. MOTION 04S-10-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-17 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR COOL HAVEN LANE. MOTION CARRIED WITH ALL AYES.
- k. Eagle Street – Improvement would begin at the intersection of CSAH #66 to the end of the road. MOTION 04S-11-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-18 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR EAGLE STREET. MOTION CARRIED WITH ALL AYES.
- l. Anchor Point Trail – Improvement would begin at the intersection of Anchor Point Road and proceed to the end of the road. MOTION 04S-12-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-19 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR ANCHOR POINT TRAIL. MOTION CARRIED WITH ALL AYES.
- m. 1<sup>ST</sup> Street, 2<sup>ND</sup> Street, 2<sup>ND</sup> Avenue – Improvement of 1<sup>ST</sup> Street would begin at the intersection of CSAH #16 to the intersection of 2<sup>ND</sup> Avenue, 2<sup>ND</sup> Avenue from the intersection of 1<sup>ST</sup> Street to the end of the road and 2<sup>ND</sup> Street from the intersection of 1<sup>ST</sup> Street to the end of the road. MOTION 04S-13-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-20 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR 1<sup>ST</sup> STREET, 2<sup>ND</sup> STREET AND 2<sup>ND</sup> AVENUE. MOTION CARRIED WITH ALL AYES.
- n. Ginseng Patch Road, Twin Bay Drive, Anchor Point Road – Improvement of Ginseng Patch Road would begin at the intersection of Anchor Point Road to the beginning of Lot 20, Seekel Plat. Twin Bay Drive beginning at Ginseng Patch Road and Anchor Point Road beginning at the end of the current bituminous surface (approximately the NE corner of Lot 18, Anderson Twin Bay Shores Plat) to the end of the road. The City Engineer was directed by the Public Works Commission to revise the proposed design of Twin Bay Drive to try to disperse as much drainage as possible away from the inside circle of the road. MOTION 04S-14-01

WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION 01-21 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR GINSENG PATCH ROAD, TWIN BAY DRIVE AND ANCHOR POINT ROAD. MOTION CARRIED WITH ALL AYES.

- o. In addition, a motion was made by the Public Works Commission to recommend approval of a 1 ½ inch overlay on Anchor Point Road from the intersection of Ginseng Patch Road, south, approximately 410 feet to the end of the existing blacktop. MOTION 04S-15-01 WAS MADE BY CHUCK MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE A 1 ½ INCH OVERLAY ON ANCHOR POINT ROAD FROM THE INTERSECTION OF GINSENG PATCH ROAD, SOUTH, APPROXIMATELY 410 FEET TO THE END OF THE EXISTING BLACKTOP. MOTION CARRIED WITH ALL AYES.

It was noted that the Council would receive information on the Wisemiller condemnation proceedings at the Regular Council Meeting scheduled for April 9<sup>th</sup>. Improvement to this portion of Backdahl Road is expected to be completed along with the 2001 projects.

City Attorney Paul Sandelin stated that a property owner along Woodland Drive has expressed an objection to the vacating of this road. The property owner was directed to make their objection to District Court, since the vacation request has been filed with the court.

3. April 5, 2001 Memo from Personnel Committee regarding revisions to Park Department Job Descriptions and Hiring Recommendations - With the resignation of Rose Stimac as Park Assistant, and prior to filling the Building and Registration Coordinator position, Park Director Jon Henke and City Administrator Tom Swenson reviewed and updated various Park job descriptions. The Personnel Committee reviewed the descriptions at a meeting held on April 3<sup>rd</sup> and recommend approval. MOTION 04S-16-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY CHUCK MILLER TO APPROVE THE REVISED JOB DESCRIPTIONS DATED APRIL 1, 2001 FOR BUILDING ASSISTANT, BUILDING AND REGISTRATION COORDINATOR, PARK AND RECREATION ASSISTANT AND PARK MAINTENANCE WORKER. MOTION CARRIED WITH ALL AYES.

Approval was requested to hire Jane Monson as Park and Recreation Assistant, at Step 2 of the Union Pay Scale (\$8.69) per hour to work approximately 37 hours per week, with benefits and that she serve a six month probation period. Interviews were held with eight applicants. Jane Monson has an education in the Park and Recreation field along with experience. MOTION 04S-17-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN SWANSON TO APPROVE THE HIRING OF JANE MONSON AS PARK AND RECREATION ASSISTANT ON STEP 2 (\$8.69) OF THE UNION PAY SCALE WITH

BENEFITS AND TO SERVE A SIX MONTH PROBATION PERIOD. MOTION CARRIED WITH ALL AYES.

Approval was requested to hire Jeanne Quillen as Building and Registration Coordinator at Step 3 of the Union Pay Scale (\$7.17), to work 30 hours or less per week with pro-rated benefits and that she serve a 1040 hour probation period. MOTION 04S-18-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN SWANSON TO APPROVE THE HIRING OF JEANNE QUILLEN AS BUILDING AND REGISTRATION COORDINATOR AT STEP 3 (\$7.17 PER HOUR), TO WORK 30 HOURS PER WEEK OR LESS, WITH PRO-RATED BENEFITS AND THAT SHE SERVE A 1,040 HOUR PROBATION PERIOD. MOTION CARRIED WITH ALL AYES.

4. April 4, 2001 Memo from Personnel Committee regarding revisions to Planning and Zoning Job Descriptions – Community Development Director Paul Larson and City Administrator Tom Swenson reviewed and revised the job descriptions of the Planning and Zoning Assistant and Community Development Director which were presented to the Personnel Committee for review. The Planning and Zoning Assistant job description has been rewritten into two job descriptions: 1.) Planner GIS Coordinator and 2.) Planner Zoning Coordinator. The new job descriptions are very close to the current Planning and Zoning Assistant job description but define major duties for each description. The revised job descriptions still contain as minor duties, the major duties of the other job descriptions to allow for re-direction of staff as needed. The Community Development Director job description contains only minor clarifications. No comparable worth point or pay scale adjustments are recommended. MOTION 04S-19-01 WAS MADE BY IRENE SCHULTZ AND SECONDED BY CHUCK MILLER TO APPROVE THE REVISED JOB DESCRIPTIONS DATED APRIL 1, 2001 FOR THE COMMUNITY DEVELOPMENT DIRECTOR, PLANNER GIS COORDINATOR AND PLANNER ZONING COORDINATOR. MOTION CARRIED WITH ALL AYES.
5. April 4, 2001 Memo from Personnel Committee regarding revisions to Administration Job Descriptions, New Deputy Clerk Job Description, Comparable Worth Points and Pay Schedule and Organization Chart. City Administrator Tom Swenson and Deputy Clerk Darlene Roach reviewed all of the job descriptions in Administration and looked at the overall functions which Administration covers. Staff utilization to perform more efficiently and provide backup to other positions was also reviewed. City Code combines the offices of Clerk and Treasurer into the office of Clerk/Treasurer and establishes the position of Deputy Clerk, which allows for the delegating of some of the City Clerk duties including bookkeeping. Currently the Deputy Clerk, with few exceptions, is performing the statutory duties of the Clerk/Treasurer. The Personnel Committee recommends that the current position of Deputy Clerk be changed to City Clerk/Treasurer, that the City Clerk/Treasurer job description be adopted and an adjustment in comparable worth points from 220 to 268 be approved. MOTION 04S-20-01 WAS MADE BY DEAN SWANSON AND SECONDED BY

CHUCK MILLER TO APPROVE CHANGING THE CURRENT POSITION OF DEPUTY CLERK TO CITY CLERK/TREASURER, TO APPROVE THE APRIL 1, 2001 CITY CLERK/TREASURER JOB DESCRIPTION AND TO APPROVE AN ADJUSTMENT IN COMPARABLE WORTH POINTS FROM 220 TO 268. MOTION CARRIED WITH ALL AYES. The Personnel Committee also recommended approval of a revised job description for the Deputy Clerk along with assignment of 150 comparable worth points. A pay schedule consistent with the comparable worth points will be proposed to the union as an addendum to the current contract. MOTION 04S-21-01 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO ADOPT THE DEPUTY CLERK JOB DESCRIPTION DATED APRIL 1, 2001, TO APPROVE ASSIGNMENT OF 150 COMPARABLE WORTH POINTS AND TO FORWARD THE PROPOSED PAY SCALE TO THE UNION AS AN ADDENDUM TO THE CONTRACT AS OUTLINED IN THE APRIL 4, 2001 PERSONNEL COMMITTEE MEMO. MOTION CARRIED WITH ALL AYES.

In the overall operation of City Hall, the current telephone system is inadequate. Approval was requested to replace the current system with a central telephone system which would utilize a central receptionist. The receptionist would be responsible for answering all incoming lines, taking a message, transferring the caller into Voicemail or transferring the call to the appropriate person. Incorporated into the telephone system would be an option to allow transfer of calls to the Public Works Garage and to the Community Center. Staff is working with Karen Kirt of Marco and George Riches on remodeling of the Administration and Planning and Zoning areas to incorporate the central telephone system and to provide additional space for staff. The alterations to City Hall are only a short-term (3-5 year) fix for the space needs of staff. The Personnel Committee recommends approval of the revised Clerical/Receptionist job description which incorporates operation of a central telephone system with some clerical duties. The comparable worth points for this position would be reduced from 120 to 105 which is within the Typist/File Clerk/Receptionist point range of the Job Match List for Small Cities. Although the description has been revised and both duties and comparable worth points are being reduced, this position is listed in the Union Contract and the Personnel Committee is not recommending any adjustment to the existing pay scale. MOTION 04S-22-01 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO ADOPT THE REVISED CLERICAL/RECEPTIONIST JOB DESCRIPTION DATED APRIL 1, 2001, TO REDUCE THE COMPARABLE WORTH POINTS FROM 120 TO 105 WITH NO ADJUSTMENT TO EXISTING PAY SCALE. MOTION CARRIED WITH ALL AYES. The Personnel Committee also recommended the approval of a revised job description for the City Administrator. This job description contains minor clarifications which would have no effect on salary or comparable worth points. MOTION 04S-23-01 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO APPROVE THE REVISED JOB DESCRIPTION FOR THE CITY ADMINISTRATOR DATED APRIL 1, 2001. MOTION CARRIED WITH ALL AYES. The

Personnel Committee reviewed a proposed Organizational Chart dated April 3, 2001 which reflects the reporting structure for the City. MOTION 04S-24-01 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO ADOPT THE CITY ORGANIZATIONAL CHART DATED APRIL 3, 2001. MOTION CARRIED WITH ALL AYES.

6. Memo from Personnel Committee regarding Resignation of Crosslake Communication General Manager – A memo dated April 3, 2001 informed the Utilities Commission, Mayor Swanson and City Administrator Swenson that effective June 1, 2001 Kevin Larson is resigning as General Manager of the Utilities Company. He has accepted the position of General Manager for Consolidated Telephone Company in Brainerd. MOTION 04S-25-01 WAS MADE BY DEAN SWANSON AND SECONDED BY SANDY ELIASON TO ACCEPT THE RESIGNATION OF KEVIN LARSON AS GENERAL MANAGER OF CROSSLAKE COMMUNICATIONS. MOTION CARRIED WITH ALL AYES. Based on recommendations received from the Utilities Commission, the Personnel Committee recommended that the Kenton Group be utilized to perform a search for a replacement to fill the General Manager's position. MOTION 04S-26-01 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO AUTHORIZE UTILIZING THE SERVICES OF THE KENTON GROUP TO PERFORM A SEARCH FOR A REPLACEMENT TO FILL THE GENERAL MANAGER POSITION. MOTION CARRIED WITH ALL AYES. A motion was approved by the Personnel Committee to recommend to the City Council that an Interview Committee consisting of Mayor Swanson, Councilmember Miller, Utilities Chairman Arvig, Utilities Commission Member Silva and City Administrator Swenson be established to work with the search firm and conduct interviews. MOTION 04S-27-01 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO APPROVE ESTABLISHING AN INTERVIEW COMMITTEE CONSISTING OF MAYOR DARRELL SWANSON, COUNCILMEMBER CHUCK MILLER, UTILITIES COMMISSION CHAIR GIL ARVIG, UTILITIES COMMISSION MEMBER TED SILVA AND CITY ADMINISTRATOR TOM SWENSON. MOTION CARRIED WITH ALL AYES. The Personnel Committee also recommended that Dennis Leaser be appointed interim General Manager effective June 1, 2001 and that he be compensated an additional \$500 per pay period while acting as interim General Manager. MOTION 04S-28-01 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO APPOINT DENNIS LEASER AS INTERIM GENERAL MANAGER EFFECTIVE JUNE 1, 2001 AND THAT HE BE COMPENSATED \$500 PER PAY PERIOD WHILE ACTING AS INTERIM GENERAL MANAGER. MOTION CARRIED WITH ALL AYES.
7. Bills for Approval – MOTION 04S-29-01 WAS MADE BY CHUCK MILLER AND SECONDED BY SANDY ELIASON TO APPROVE THE BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$56,835.74. MOTION CARRIED WITH ALL AYES.

MOTION 04S-30-01 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO ADJOURN THIS SPECIAL COUNCIL MEETING AT 10:20 A.M. MOTION CARRIED WITH ALL EYES.

Recorded and transcribed by,

A handwritten signature in cursive script that reads "Darlene J. Roach". The signature is written in black ink and is positioned above the printed name and title.

Darlene J. Roach  
Clerk/Treasurer

BILLS FOR PAYMENT				
05-Apr-01				
VENDOR		DEPT	CHECK #	AMOUNT
Moonlite Square - gasoline		FD		\$30.88
Moonlite Square - gasoline		PD		\$180.03
Holiday Inn - motel expenses for Erik Lee	POST Reimb	PD		\$197.98
Travel Expenses - Erik Lee	POST Reimb	PD		\$51.67
Blue Lakes Disposal - garbage pickup		Gov't		\$44.11
Blue Lakes Disposal - garbage pickup		PW		\$14.63
Holiday - gasoline		P&Z		\$49.71
Holiday - antifreeze		Park		\$5.58
Holiday - gasoline		PD		\$449.31
Holiday - gasoline		FD		\$36.03
Blue Lakes Disposal - garbage pickup		Park		\$49.73
Martin Comm - repair Motorola radio		Fire		\$120.67
Erik Lee - travel expenses		PD		\$18.68
Simonson Lumber - lacquer		Park		\$3.40
Joos Electric - bulbs		Park		\$13.00
Reeds Market - donuts for Safety Mtg		Gov't		\$6.36
Granite City Ready-Mix - crushed rock		PW		\$156.61
Reed's Market - lunch for sentence to serve		PW		\$49.93
Crosslake Comm - telephone expenses		All		\$749.52
Pine River Oil - diesel		PW		\$596.82
Pine River Oil - gasoline		PW		\$603.46
Ace Hardware - battery, stabilizer, tiedown		PW		\$22.25
Pequot Auto Parts - lamps, filters, chain		PW		\$75.44
Echo Publishing - publish Ord 139		P&Z		\$26.00
Echo Publishing - public hearing notice		P&Z		\$26.00
Ziegler Cat - alternator, core charge, pulley		PW		\$742.93
Build-All Lumber - cedar		PW		\$18.73
Jim Trautman - expenses		P&Z		\$50.00
Dean Brodin - expenses		P&Z		\$25.00
Jack Huber - expenses		P&Z		\$50.00
Jim Naumann - expenses		P&Z		\$50.00
Andy Anderson - expenses		P&Z		\$50.00
Jack Webster - expenses		P&Z		\$25.00
Nancy Koch - expenses		P&Z		\$50.00
Richard Dietz - expenses		P&Z		\$50.00
C W Cty Attorney's Office - 1/2 p/u profit	"85 Ford	PD		\$427.84
Reed's Market - coffee, donuts	Structure Fire	Fire		\$13.49
Moonlite Bay - pizza	Structure Fire	Fire		\$31.95
Moonlite Square - gasoline		Fire		\$30.88
Viking Coke - pop		Park		\$87.33
Viking Coke - pop		Park		\$16.79
Jon Henke - reimburse expenses		Park		\$31.20
Crosslake Rolloff - recycling		Recycle		\$1,950.00
Reed's Market - sentence to serve food		PW		\$29.84
Reed's Market - sentence to serve food		PW		\$62.68
Simonson Lumber - wood lathe		PW		\$7.86

# CITY OF CROSSLAKE

## RESOLUTION NO. 01 - 8

### RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

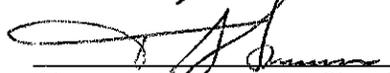
WHEREAS, pursuant to a Resolution passed by the Council on December 11, 2000, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of White Oak Drive from the intersection of Urban Point Road to the intersection of CSAH 103 and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, and hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official newspaper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least once, not less than 14 days prior to opening bids, shall specify the work to be done, shall state that bids will be received by the Deputy Clerk until 2:00 P.M. on May 4, 2001, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Administrator and Engineer, will then be tabulated, and will be considered by the Council at 7:30 P.M. on May 14, 2001, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Deputy Clerk and accompanied by a cash deposit, cashier's check, a bid bond or certified check payable to the City of Crosslake for five (5) percent of the amount of such bid.

Adopted this 5th day of April, 2001.

  
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Darrell E. Swanson, Mayor

  
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Thomas N. Swenson, City Administrator

# CITY OF CROSSLAKE

## RESOLUTION NO. 01 - 9

### RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on December 11, 2000, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Red Oak Circle from the intersection of Happy Landing Road to the end of the cul-de-sac and has presented such plans and specifications to the Council for approval.

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

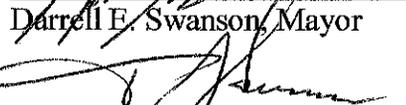
1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, and hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official newspaper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least once, not less than 14 days prior to opening bids, shall specify the work to be done, shall state that bids will be received by the Deputy Clerk until 2:00 P.M. on May 4, 2001, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Administrator and Engineer, will then be tabulated, and will be considered by the Council at 7:30 P.M. on May 14, 2001, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Deputy Clerk and accompanied by a cash deposit, cashier's check, a bid bond or certified check payable to the City of Crosslake for five (5) percent of the amount of such bid.

Adopted this 5th day of April, 2001.



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Darrell E. Swanson, Mayor



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Thomas N. Swenson, City Administrator

# CITY OF CROSSLAKE

## RESOLUTION NO. 01 - 14

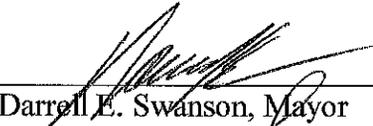
### RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on January 8, 2001, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Manhattan Drive from the intersection of Manhattan Point Boulevard to the end of the road and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, and hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official newspaper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least once, not less than 14 days prior to opening bids, shall specify the work to be done, shall state that bids will be received by the Deputy Clerk until 2:00 P.M. on May 4, 2001, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Administrator and Engineer, will then be tabulated, and will be considered by the Council at 7:30 P.M. on May 14, 2001, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Deputy Clerk and accompanied by a cash deposit, cashier's check, a bid bond or certified check payable to the City of Crosslake for five (5) percent of the amount of such bid.

Adopted this 5th day of April, 2001.

  
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Darrell E. Swanson, Mayor

  
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Thomas N. Swenson, City Administrator

# CITY OF CROSSLAKE

## RESOLUTION NO. 01 - 15

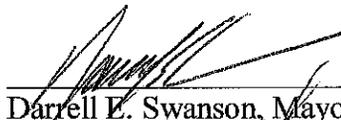
### RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on January 22, 2001, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Pinedale Street from the intersection of Manhattan Point Boulevard, East, approximately 300 feet and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, and hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official newspaper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least once, not less than 14 days prior to opening bids, shall specify the work to be done, shall state that bids will be received by the Deputy Clerk until 2:00 P.M. on May 4, 2001 at which time they will be publicly opened in the Council Chambers of the City Hall by the City Administrator and Engineer, will then be tabulated, and will be considered by the Council at 7:30 P.M. on May 14, 2001, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Deputy Clerk and accompanied by a cash deposit, cashier's check, a bid bond or certified check payable to the City of Crosslake for five (5) percent of the amount of such bid.

Adopted this 5th day of April, 2001.

  
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Darrell E. Swanson, Mayor

  
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Thomas N. Swenson, City Administrator

# CITY OF CROSSLAKE

## RESOLUTION NO. 01 - 17

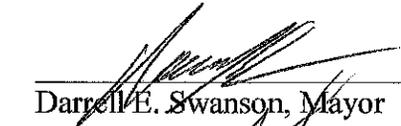
### RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on December 11, 2000, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Cool Haven Lane from the intersection of South Landing, west, approximately 1400 feet lying within Government Lot 3 and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, and hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official newspaper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least once, not less than 14 days prior to opening bids, shall specify the work to be done, shall state that bids will be received by the Deputy Clerk until 2:00 P.M. on May 4, 2001, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Administrator and Engineer, will then be tabulated, and will be considered by the Council at 7:30 P.M. on May 14, 2001, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Deputy Clerk and accompanied by a cash deposit, cashier's check, a bid bond or certified check payable to the City of Crosslake for five (5) percent of the amount of such bid.

Adopted this 5th day of April, 2001.

  
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Darrell E. Swanson, Mayor

  
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Thomas N. Swenson, City Administrator

# CITY OF CROSSLAKE

## RESOLUTION NO. 01 - 18

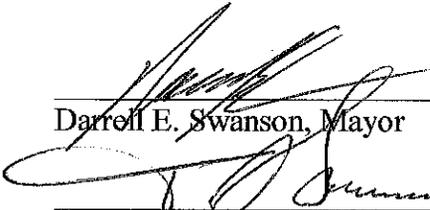
### RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on December 11, 2000, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Eagle Street from the intersection of CSAH 66 to the end of the road and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, and hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official newspaper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least once, not less than 14 days prior to opening bids, shall specify the work to be done, shall state that bids will be received by the Deputy Clerk until 2:00 P.M. on May 4, 2001, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Administrator and Engineer, will then be tabulated, and will be considered by the Council at 7:30 P.M. on May 14, 2001, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Deputy Clerk and accompanied by a cash deposit, cashier's check, a bid bond or certified check payable to the City of Crosslake for five (5) percent of the amount of such bid.

Adopted this 5th day of April, 2001.

  
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Darrell E. Swanson, Mayor

  
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Thomas N. Swenson, City Administrator

# CITY OF CROSSLAKE

## RESOLUTION NO. 01 - 19

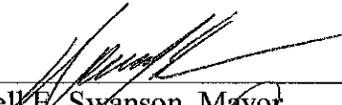
### RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on December 11, 2000, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Anchor Point Trail from the intersection of Anchor Point Road to the end of the road and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, and hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official newspaper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least once, not less than 14 days prior to opening bids, shall specify the work to be done, shall state that bids will be received by the Deputy Clerk until 2:00 P.M. on May 4, 2001 at which time they will be publicly opened in the Council Chambers of the City Hall by the City Administrator and Engineer, will then be tabulated, and will be considered by the Council at 7:30 P.M. on May 14, 2001, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Deputy Clerk and accompanied by a cash deposit, cashier's check, a bid bond or certified check payable to the City of Crosslake for five (5) percent of the amount of such bid.

Adopted this 5th day of April, 2001.

  
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Darrell E. Swanson, Mayor

  
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Thomas N. Swenson, City Administrator

**CITY OF CROSSLAKE**

**RESOLUTION NO. 01 - 20**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS  
AND ORDERING ADVERTISEMENT FOR BIDS**

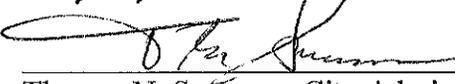
WHEREAS, pursuant to a Resolution passed by the Council on December 11, 2000, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of 1st Street from the intersection of CSAH 16 to the intersection of 2nd Avenue, 2nd Avenue from the intersection of 1st Street to the end of the road and 2nd Street from the intersection of 1st Street to the end of the road and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, and hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official newspaper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least once, not less than 14 days prior to opening bids, shall specify the work to be done, shall state that bids will be received by the Deputy Clerk until 2:00 P.M. on May 4, 2001, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Administrator and Engineer, will then be tabulated, and will be considered by the Council at 7:30 P.M. on May 14, 2001, in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Deputy Clerk and accompanied by a cash deposit, cashier's check, a bid bond or certified check payable to the City of Crosslake for five (5) percent of the amount of such bid.

Adopted this 5th day of April, 2001.

  
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Darrell E. Swanson, Mayor

  
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Thomas N. Swenson, City Administrator

# CITY OF CROSSLAKE

## RESOLUTION NO. 01 - 21

### RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

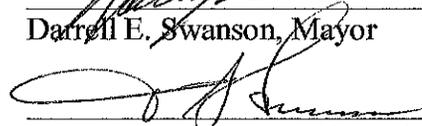
WHEREAS, pursuant to a Resolution passed by the Council on December 11, 2000, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Ginseng Patch Road from the intersection of Anchor Point Road to the beginning of Lot 20 Seekel Plat, all of Twin Bay Drive beginning at Ginseng Patch Road and Anchor Point Road beginning at the end of the current bituminous surface (approximately the NE corner of Lot 18, Anderson Twin Bay Shores Plat) to the end of the road and has presented such plans and specifications to the Council for approval.

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

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, and hereby approved.
2. The City Administrator shall prepare and cause to be inserted in the official newspaper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published at least once, not less than 14 days prior to opening bids, shall specify the work to be done, shall state that bids will be received by the Deputy Clerk until 2:00 P.M. on May 4, 2001, at which time they will be publicly opened in the Council Chambers of the City Hall by the City Administrator and Engineer, will then be tabulated, and will be considered by the Council at 7:30 P.M. on May 14, 2001 in the Council Chambers. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the Deputy Clerk and accompanied by a cash deposit, cashier's check, a bid bond or certified check payable to the City of Crosslake for five (5) percent of the amount of such bid.

Adopted this 5th day of April, 2001.

  
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Darrell E. Swanson, Mayor

  
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Thomas N. Swenson, City Administrator