

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, APRIL 13, 1998
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, April 13, 1998. The following Councilmembers were present: Mayor Robert Scott, Donna Keiffer, Charles Miller and Raymond Smyth. Absent was Richard Upton. Also present was City Administrator Thomas Swenson, Deputy Clerk Darlene Roach, City Attorney Paul Sandelin, City Engineer Mark Hallan, Reporters Christine DuFour and Tom Waller. Francis Fraser videotaped the meeting. There were approximately 14 individuals in the audience.

Mayor Scott called the meeting to order and welcomed everyone in attendance.

CRITICAL ISSUES – Deferred to later in the meeting.

CONSENT CALENDAR – MOTION 04R-01-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE ALL ITEMS ON THE CONSENT CALENDAR CONSISTING OF: (1) MINUTES OF MARCH 9, 1998 REGULAR COUNCIL MEETING; (2) MINUTES OF MARCH 28, 1998 PUBLIC HEARING; (3) TELEPHONE COMPANY FINANCIAL REPORT FOR FEBRUARY, 1998; (4) CABLE COMPANY FINANCIAL REPORT FOR FEBRUARY, 1998; (5) CITY MONTH END EXPENDITURE REPORT FOR FEBRUARY, 1998; AND (6) CITY MONTH END REVENUE REPORT FOR FEBRUARY, 1998. MOTION CARRIED UNANIMOUSLY.

MAYOR'S REPORT –

1. Mayor Scott proclaimed Friday, May 8th and Saturday, May 9th as 1998 Poppy Days in the City of Crosslake and urged citizens to wear a memorial Poppy as a symbol of their appreciation for the services rendered by our nation's veterans.

CRITICAL ISSUES - Terry Pederson, Chamber of Commerce representative for Celebrate America Crosslake, requested approval for the use of two stalls at the Emergency Services Center for a street dance to be held on July 3, 1998. Meetings have been held with City Administrator Tom Swenson, Fire Department Council Liaison Donna Keiffer, members of the Fire Department and Chamber members and a mutual agreement has been reached for the use of the building. A donation of \$775 will be given to the Fire Department. The Chamber will promote in their advertising the Firemen's Dance which will be held at a later date. **MOTION 04R-02-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE THE USE OF THE MUNICIPAL BUILDING FOR CELEBRATE AMERICA CROSSLAKE. MOTION CARRIED UNANIMOUSLY.**

A beer and set-up license was also requested in conjunction with the street dance. MOTION 04R-03-98 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO APPROVE A TEMPORARY BEER AND SET UP LICENSE FOR JULY 3RD FOR THE AREA CHAMBER OF COMMERCE PENDING RECEIPT OF INSURANCE. MOTION CARRIED UNANIMOUSLY.

MAYOR'S REPORT CONT'D -

1. Library Committee Member Applications - MOTION 04R-04-98 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO APPOINT ALDEN HARDWICK, SANDY ELIASON, MARJORIE BUNDGAARD, VIRGINIA DOLMAR AND KATHY BITTNER LEE TO THE LIBRARY COMMITTEE WITH DAVID SCHOESSOW AS ALTERNATE MEMBER AND COUNCILMEMBER RAY SMYTH AS COMMITTEE LIAISON. MOTION CARRIED UNANIMOUSLY.

CITY ADMINISTRATOR REPORT -

1. Bills for Payment - MOTION 04R-05-98 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO APPROVE ALL BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$54,848.66. MOTION CARRIED UNANIMOUSLY.
2. Resolution 98-07 for Pequot/Crosslake Youth Hockey Gambling Permit - Gambling Manager Diana Gallaway was present at the meeting. There was some discussion regarding how the amount of rent paid to the establishment was determined. Diana stated that the rent is an agreed upon amount between the Association and the establishment. The State Gambling Board will allow an amount up to a maximum of \$1000 at local discretion. MOTION 04R-06-98 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO APPROVE RESOLUTION 98-07 RENEWING THE CHARITABLE GAMBLING PERMIT FOR PEQUOT/CROSSLAKE YOUTH HOCKEY ASSOCIATION. MOTION CARRIED UNANIMOUSLY.
3. Resolution for Adoption of Cafeteria Plan - City Administrator Tom Swenson gave a brief explanation of what was involved with the cafeteria/flex reimbursement plan previously approved by the Council. MOTION 04R-07-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE RESOLUTION 98-10 ESTABLISHING A FLEXIBLE REIMBURSEMENT PLAN FOR THE CITY EMPLOYEES. MOTION CARRIED UNANIMOUSLY.
4. Pequot Lakes Grad Blast - MOTION 04R-08-98 WAS MADE BY DONNA KEIFFER AND SECONDED BY CHUCK MILLER TO DONATE \$100 TO THE PEQUOT LAKES GRAD BLAST. MOTION CARRIED UNANIMOUSLY.

5. Memo from City Administrator Re: 1997 Volunteers – MOTION 04R-09-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO RECOGNIZE 1997 VOLUNTEERS WITH A CERTIFICATE OF APPRECIATION AND A VOLUNTEER KEY. MOTION CARRIED UNANIMOUSLY.
6. Memo from City Administrator Re: Adjustment to Liquor License Fee – In researching liquor license fees, it was determined by the City Administrator that On Sale fees in Crosslake have not increased for at least 23 years. It was the City Administrator's recommendation that effective August 1, 1998 an increase be considered raising the annual On Sale fee from \$1000 to \$1500. A 30 day notice must be mailed to the licensees regarding the proposed increase and a public hearing must be held. MOTION 04R-10-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO HOLD A PUBLIC HEARING AT 6:30 P.M. ON MONDAY, JUNE 8, 1998 TO DISCUSS INCREASING ON SALE LIQUOR LICENSES TO \$1500 IN 1999 AND TO \$2000 IN 2000. MOTION CARRIED UNANIMOUSLY.
7. 3/24/98 Letter from City Attorney regarding Liquor Possession and Consumption was included for Council information.
8. 2/28/98 Letter from Northern National Bank regarding Pledge Update Information was included for Council information.
9. 3/27/98 Memo from League of Minnesota Cities regarding Annual Conference was an information item. Any Councilmember interested in attending should contact City Hall.
10. 4/02/98 Letter from County Highway Engineer regarding Support for Rock Dam on Pine River was included for Council information.
11. 3/05/98 Minutes of the Crosslake Area Chamber of Commerce was included for Council information.
12. 3/12/98 Letter from BLADC regarding Audited Financial Statements was included for Council information.
13. 3/06/98 Letter from BLADC regarding Two Month Project Status Report was included for Council information.
14. 3/17/98 Letter from Rod Grams was included for Council information.

15. 4/13/98 Memo from City Administrator regarding Donation from Crosslake/Ideal Lioness Club – MOTION 04R-11-98 WAS MADE BY DONNA KEIFFER AND SECONDED BY RAY SMYTH TO ACCEPT THE \$500 DONATION FROM THE CROSSLAKE/IDEAL LIONESS CLUB TO BE USED TOWARDS THE PURCHASE OF A DEFIBRILLATOR FOR THE POLICE DEPARTMENT. MOTION CARRIED UNANIMOUSLY.
16. 4/13/98 Memo from City Administrator regarding SCORE Funds – A check in the amount of \$18,000 has been received from the County to be used for the recycling program.

COMMISSION REPORTS

1. PLANNING AND ZONING –

- a. Jack Wallschlaeger and Carl Bullen were present from Whitefish Area Property Owners Association to discuss WAPOA'S plans to check septic systems on the Whitefish Chain. They feel the degradation in the water system is a direct result of non-conforming septic systems leeching into the lakes. WAPOA's plans are to inspect approximately 2500 systems over a three to five year period. A grant in the amount of \$22,000 has been approved through the County. WAPOA would donate \$75,000 towards the cost of the project with the balance to be requested from local government. Councilmember Miller asked if money donated by the City would be used only for inspections in Crosslake. Fifty percent of the systems which WAPOA would test are in Crosslake. The cost to the City for this project would be approximately \$37,000. There was some discussion among the Council as to how many septic systems would be found to be non-conforming systems since all newly installed systems require inspection by the Zoning Administrator. Any sale of property with outdated systems would require updating. MOTION 04R-12-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO TABLE THE ISSUE TO THE MAY MEETING TO ALLOW TIME FOR THE PLANNING AND ZONING ADMINISTRATOR TO DO SOME RESEARCH ON THE ISSUE. MOTION CARRIED UNANIMOUSLY.
- b. Mark Hallan of Widseth Smith Nolting and Pat Conroy of C & C Consultants updated the Council on wastewater funding. WSN has redefined the cost for Phase I of the project at \$4.3 million and that amount will be submitted to the Minnesota Pollution Control Agency. Several items require completion by the City prior to the request for funding being submitted. Pat Conroy passed out a processing checklist containing several items requiring action by the City. (1) The City needs to negotiate how they are going to bill users for sewer. Some commercial businesses may have water meters installed to determine how much usage the sewer system will get; (2) A public hearing must be held; (3) The Mayor's signature is required on the farmland impact document; (4) The City needs to determine who will be used for

bond counsel. City Administrator Swenson and City Attorney Sandelin will select one of eight qualified firms; (5) An application is needed from the Engineering Firm with the Mayor's signature; (6) A Legal Services Agreement must be obtained from the City Attorney; (7) An Option Agreement has been given to the City Attorney for review; (8) The CPA Agreement has been completed and will be included with the other documents. MOTION 04R-13-98 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO AUTHORIZE THE MAYOR WORKING WITH THE CITY ADMINISTRATOR AND CITY ATTORNEY TO PROCESS ALL OUTSTANDING ITEMS IDENTIFIED IN THE PROCESSING CHECKLIST PROVIDED BY MR. CONROY. MOTION CARRIED UNANIMOUSLY.

The City Administrator again raised the issue as to whether or not the City should be investigating a central water system along with the wastewater system.

MOTION 04R-14-98 WAS MADE BY DONNA KEIFFER AND SECONDED BY RAY SMYTH TO SET THE PUBLIC HEARING FOR SATURDAY, JUNE 13, 1998 AT 10:00 A.M. AT CITY HALL. MOTION CARRIED UNANIMOUSLY.

- c. Bill Reed Variance Request from the State Fire Code – Mr. Reed submitted a letter to the City stating that the requirement to install a sprinkling system in his building, due to the bank addition, created a hardship. The State of Minnesota requires that buildings in excess of 24,000 square feet install sprinkling systems. Mr. Reed felt that in a free standing building, the cost and lack of return for this investment would be a hardship. MOTION 04R-15-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO DEFER THE MATTER TO THE STATE FIRE MARSHALL AS RECOMMENDED BY THE CITY ATTORNEY. MOTION CARRIED WITH COUNCILMEMBER MILLER OPPOSED. Chuck Miller felt the City should support Mr. Reed's request for the variance due to the hardship. AMENDED MOTION 04R-15-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO ENDORSE THE VARIANCE REQUEST FROM MR. REED AND TO REPLACE PREVIOUS ACTION BY THE COUNCIL. MOTION CARRIED UNANIMOUSLY. A letter will be sent to the State Fire Marshall stating the City's position.
 - d. Alternates to Planning and Zoning Commission – MOTION 04R-16-98 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO APPROVE ANDY ANDERSON AS A REGULAR MEMBER OF THE PLANNING AND ZONING COMMISSION. MOTION CARRIED UNANIMOUSLY. Andy Anderson was an alternate member of the Commission. MOTION 04R-17-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE BRAD NELSON AS AN ALTERNATE MEMBER TO THE PLANNING AND ZONING COMMISSION. MOTION CARRIED UNANIMOUSLY.
2. LONG RANGE CAPITAL PLANNING – Nothing

3. PUBLIC SAFETY –

The Police Department reported 91 incidents in Crosslake in March and 17 in Mission Township. The Fire Department responded to 6 emergency medical calls and 2 fire calls in March. North Ambulance had a total of 18 callouts.

4. UTILITIES –

Kevin Larson presented highlights for March for the Telephone Company and the Cable Company. Independent Information Services Corporation, which is a directory company that Crosslake Telephone Company is a part of, has asked their owners to either purchase stock or agree to a loan to assist in the upgrade of new publishing software and leased hardware. The City Attorney has reviewed all the documents and found them to be in order. The Utilities Commission and the Investment Committee recommend \$10,000 be loaned to ISC, provided all owners participate in the upgrade costs. MOTION 04R-18-98 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO APPROVE A LOAN OF \$10,000 TO INDEPENDENT INFORMATION SERVICES CORPORATION. MOTION CARRIED UNANIMOUSLY.

Kevin Larson requested approval to hire a quality/operations manager through a consulting firm for the months of April through October. This person would off load the current management staff during the time frame the major projects are being done. Strict requirements would be imposed to ensure that a very qualified person be placed in this position. MOTION 04R-19-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO SECURE THE SERVICES OF AN OPERATIONS MANAGER THROUGH A CONSULTING FIRM AT A COST NOT TO EXCEED \$35,000. MOTION CARRIED WITH MAYOR SCOTT OPPOSED.

Kevin reported that the Cable Company's annual survey will be sent out with the May billing. A subcommittee is being developed to establish policies and procedures for use of Channel 12. Various requests have been made for use of the local channel. Voicemail is being offered and will be advertised in the May billing. To date, 30% of the customers are utilizing Crosslake Long Distance and approximately 200 subscribers are using the Internet services.

Kevin reported that he was pleased to announce that the Rural Economic Development Grant has been approved in the amount of \$300,000 to establish a revolving loan fund based on a number of terms and conditions. These terms and conditions will be reviewed by the City Attorney to ensure the City is in compliance. Don Engen addressed the Council and stated that the clinic is 85% funded in pledge drives. He stated that as the funds come in the loan to the City will be repaid and used for future development in the

Construction should be completed in mid August. St. Joseph's Hospital has signed a ten year fixed lease with Lakes Area Medical Development Authority (LAMDA). Chuck Miller thanked Don Engen for all of his efforts. Don Engen in turn thanked the nine board members and the nine members of the steering committee. MOTION 04R-20-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO ACKNOWLEDGE THE RURAL ECONOMIC DEVELOPMENT GRANT AND TO TURN THE LETTER OF AGREEMENT OVER TO THE CITY ATTORNEY TO CHECK FOR COMPLIANCE WITHIN THIRTY DAYS. MOTION CARRIED UNANIMOUSLY.

5. PARK AND RECREATION –

a. The Park and Recreation Department recommended contracting the services of Donna Keiffer to instruct morning aerobics three days a week from April 27th to June 11th. MOTION 04R-21-98 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO CONTRACT SERVICES WITH DONNA KEIFFER FOR \$400 FROM APRIL 27, 1998 TO JUNE 11, 1998. MOTION CARRIED WITH COUNCILMEMBER KEIFFER ABSTAINING FROM THE VOTE.

b. The Park and Recreation Department recommended contracting with Sharon Gilb to instruct evening aerobics two days a week from April 27th through June 11th. MOTION 04R-22-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO CONTRACT THE SERVICES OF SHARON GILB FOR EVENING AEROBICS FROM APRIL 27TH THROUGH JUNE 11TH FOR \$238. MOTION CARRIED UNANIMOUSLY.

c. Acceptance of Gifts – A number of donations and gifts were received recently by the Park and Recreation Department and acknowledgment of these gifts was requested. In addition, several local contractors have donated their employees to do framing, install trusses and do other work on the picnic shelter. MOTION 04R-23-98 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO ACCEPT THE FOLLOWING GIFTS: (1) \$25,000 FROM THE CROSSLAKE/IDEAL LIONS CLUB FOR THE PICNIC SHELTER, TABLES AND GRILLS; (2) \$1000 FROM THE CROSSLAKE AREA JAYCEES FOR BLEACHERS FOR THE NEW BALL FIELD; (3) \$100 FROM AID ASSOCIATION FOR LUTHERANS FOR THE HOT WATER ICE PROJECT; (4) THREE O'SULLIVAN BOOK CASES FROM FRAN HORTON; (5) IN KIND DONATION FOR ELECTRICAL WORK ON THE WARMING HOUSE HOT WATER HEATERS BY JOOS ELECTRIC. MOTION CARRIED UNANIMOUSLY.

e. New Commission Member – MOTION 04R-24-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE CARL HALVORSON AS A REGULAR MEMBER OF THE PARK AND RECREATION COMMISSION WITH

A TERM TO EXPIRE JANUARY 31, 2000. MOTION CARRIED UNANIMOUSLY.

f. Hiring of Part Time Back Up Personnel – The Park and Recreation Commission recommended the employment of three part time individuals to work at the Community Center to cover shortages during illness and vacation. These individuals would work less than 14 hours per week and no more than 67 days a year so would not be eligible for union representation or benefits. MOTION 04R-25-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO HIRE WENDY ABELSON, LAUREL HULTGREN AND DAVID TIMM ON A PART TIME BASIS AT \$5.95 PER HOUR AS BACKUP STAFF AT THE COMMUNITY CENTER WITH WAGES PAID THROUGH REVENUE FROM USER FEES. MOTION CARRIED UNANIMOUSLY.

g. Rob Larson is obtaining quotations for bleachers to be used on the baseball field .The \$1000 donation of the Crosslake Area Jaycees will be used in addition to the \$3000 budgeted for this purpose.

h. Rob Larson is obtaining quotes to resurface the three tennis courts. This project was included in the 1998 capital outlay budget. Mayor Scott suggested that Rob Larson look into doing the resurfacing in the Fall to minimize down time on the courts. The issue will be discussed at the May Council Meeting.

6. PUBLIC WORKS –

A letter was received from the City Attorney stating that District Court has approved the vacation of Miller Lane granting a 30' utility easement to the City.

Bids were accepted for Class 5 gravel for the 1998 and 1999 seasons. Three companies bid on the gravel, however, Lakeland Ready Mix bid for the 1998 season only. MOTION 04R-25-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE THE CLASS 5 BID FOR THE 1998 AND 1999 SEASON FROM ANDERSON BROTHERS. MOTION CARRIED UNANIMOUSLY.

An April 6, 1998 memo from the City Administrator and Councilmember Miller recommended a change of status from temporary heavy equipment operator to permanent heavy equipment operator for Peter Villella effective April 12, 1998. MOTION 04R-26-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE THE STATUS CHANGE TO PERMANENT FULL TIME FOR PETER VILLELLA ALONG WITH A SALARY STEP INCREASE TO \$10.25 PER HOUR. MOTION CARRIED UNANIMOUSLY.

Approval was also requested to advertise for a light equipment operator to fill the position previously held by Timothy McFeters who resigned effective April 15, 1998. This employee would work in the Public Works Department and be responsible for items

such as mowing, maintaining grounds and buildings, plowing of parking lots, clearing sidewalks and assist with crack filling. This person would also assist the Park and Recreation Department in mowing, snow removal etc. MOTION 04R-27-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE ADVERTISING FOR THE POSITION OF LIGHT EQUIPMENT OPERATOR. MOTION CARRIED UNANIMOUSLY.

Three quotes were received for the purchase of a John Deere 955 utility tractor. It was recommended that the quote from Northwood Equipment Inc. be accepted. This quote included the trade in of the 1993 John Deere 855 tractor. MOTION 04R-28-98 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO APPROVE THE PURCHASE OF A JOHN DEERE 955 TRACTOR FROM NORTHWOOD EQUIPMENT AT A COST OF \$5,700 PLUS TAX AFTER TRADE-IN. MOTION CARRIED UNANIMOUSLY.

The Public Works Commission recommended that all bike paths installed adjacent to City roads be paid for by the City at 100%. MOTION 04R-29-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH THAT THE CITY PAY FOR ALL BIKE PATH IMPROVEMENTS ALONG CITY STREETS. MOTION CARRIED UNANIMOUSLY.

MOTION 04R-30-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE RESOLUTION 98-09 ORDERING THE IMPROVEMENT AND PREPARATION OF PLANS FOR WILDERNESS TRAIL UTILIZING OPTION #2 WHICH INCLUDES A BIKE PATH. MOTION CARRIED UNANIMOUSLY.

The Public Works Commission recommended that the proposed 1998 overlay of Harbor Lane and Pine Bay Drive be included as a separate section of the Wilderness Trail Project Contract. MOTION 04R-31-98 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO INCLUDE THE 1998 OVERLAY OF HARBOR LANE AND PINE BAY DRIVE WITH THE WILDERNESS TRAIL PROJECT AS A SEPARATE SECTION. MOTION CARRIED UNANIMOUSLY.

The Public Works Commission recommended the adding of eight additional parking spaces at City Hall adjacent to the heliport and miscellaneous patching of City roads be included as a separate section under the Wilderness Trail Project. MOTION 04R-32-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE ADDING EIGHT PARKING SPACES AT CITY HALL ALONG WITH MISCELLANEOUS ROAD PATCHING TO BE INCLUDED AS AN ALTERNATE UNDER THE WILDERNESS TRAIL PROJECT. MOTION CARRIED UNANIMOUSLY.

A letter dated April 1, 1998 was received from Colleen and Jim Robinson regarding a request for a reduction of one equivalent lot unit in Wilderness Park. MOTION 04R-33-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO TABLE THIS ISSUE UNTIL MAY. MOTION CARRIED UNANIMOUSLY. The City Administrator will send a letter to the property owner stating that the issue will be reviewed at a later date.

A letter from Zoning Administrator Teri Hastings regarding a request by Jean Starkka to add fill on her property along Wilderness Trail was included for Council information. It was suggested that the Crow Wing County Soil and Water Conservation District and the Army Corp of Engineers be contacted by Ms. Starkka prior to the ordering of any fill.

It was recommended by City Engineer Mark Hallan that prior to construction of a bike path and overlay project under consideration for West Shore Drive complete mapping be done utilizing aerial photography. A quote was received from Horizons Inc. for the aerial mapping which would cover the cost of a low altitude flight and detailed contour mapping for a three mile stretch from County Road #16 to County Road #103. The cost for the mapping would be approximately \$18,800 including aerial photography and ground surveying and mapping. The Commission is recommending that the design work on West Shore Drive be completed during the Summer and Fall of 1998 with bidding in the Winter of 1999. Work would begin in the Spring of 1999. MOTION 04R-34-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO PROCEED WITH THE RECOMMENDATION OF THE CITY ENGINEER TO USE AERIAL PHOTOGRAPHY ON WEST SHORE DRIVE. MOTION CARRIED UNANIMOUSLY.

A request was received in District Court for the vacation of Staley Lane. It was the recommendation of the Public Works Commission that the request be denied. MOTION 04R-35-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO OPPOSE THE VACATION REQUEST FOR STALEY LANE AND TO DIRECT THE CITY ATTORNEY TO SEND A LETTER TO DISTRICT COURT STATING THE CITY'S POSITION. MOTION CARRIED UNANIMOUSLY.

A request for payment of \$19,655.10 was received from the Minnesota Department of Natural Resources for the purchase of an easement for Wolf Trail and Greer Lake Road. The City Engineer recommended that the City defer any action on the request for payment until a meeting can be set up with the DNR, Dave Reese of WSN, City Administrator Tom Swenson, Public Works Chairman Dean Swanson, City Attorney Paul Sandelin and Councilmember Chuck Miller to discuss the matter further.

7. PERSONNEL –

Letters were received from the Bureau of Mediation Services which approved the Deputy Clerk as a confidential employee and de-certification of the essential unit of the Police Department. City Administrator Tom Swenson suggested that the Personnel Committee meet with the employees of the Police Department regarding salaries and benefits.

8. RECYCLING –

A total of 6.85 tons of recyclable material was collected in March for a year-to-date total of 22.5 tons.

9. ECONOMIC DEVELOPMENT AUTHORITY –

A memo from Councilmember Ray Smyth identified the term lengths of the members of the Economic Development Authority. Two of the five members who serve on the Authority are members of the City Council. Councilmember Smyth agreed to serve for the balance of 1998. The issue will be discussed at the May Council meeting.

OLD BUSINESS – Nothing

NEW BUSINESS – Nothing

PUBLIC FORUM – David Timm asked why only certain Commission Chairpersons brought recommendations to the Council and why commission minutes were not read at Council meetings. The City has no formal requirement on who presents issues for the various commissions. Therefore, it varies from commission to commission. It was also stated that commission minutes are included in the agenda packets for the Council's information.

MOTION 04R-36-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO ADJOURN THIS REGULAR MEETING AT 10:40 P.M. MOTION CARRIED UNANIMOUSLY.

Taped and transcribed by:



Darlene J. Roach
Deputy Clerk

BILLS FOR PAYMENT				
APRIL				
			PD WITH	
VENDOR		DEPT	CHECK #	AMOUNT
Ranger Fire Protection		Fire		\$228.50
Coast to Coast - keys		Park		\$1.34
Simonson Lumber - tape, cap thinwall		Park		\$6.04
Reeds Market - bowel cleaner, bread		Park		\$20.05
Watt Microsystems Computer Center - Ram		Adm		\$117.15
State Withholding		All		N/A
FWT, Soc Security, Medicare		All		N/A
MN Mutual - city paid life insurance		All		\$177.60
Delta Dental - April premium		All		\$722.90
Brd National Bank - Payroll Svgs		All		\$345.00
Northern National Bank - Payroll Svgs		All		\$75.00
Council #65 - Union dues		All		\$117.30
MN Mutual - Deferred Comp		Adm		\$180.00
MN State Retirement - Deferred Comp		Adm		\$90.00
MN Benefit Assoc - insurance		Adm		\$78.48
Great West Life - Deferred Comp		All		\$540.00
Public Emp Retirement Ins (employee Paid)		All		\$60.00
Medical - Medical insurance		All		\$3,750.63
PERA - 4/1/98 Payroll		All		\$2,094.46
PERA - April		All		\$60.00
Rural Cellular -Cell phone		Mayor		\$34.00
Rural Cellular - Cell Phone		PD		\$68.22
NSP - gas utilities		Govt		\$407.48
NSP - gas utilities		Park		\$27.56
NSP - gas utilities		PW		\$182.16
NSP - gas utilities		Comm Ctr		\$325.49
Greg Larson Sports - Wall Chinning Bar		Park		\$64.87
Uniforms Unlimited - John Backdahl		PD		\$46.02
Career Clothes - Bob Hartman/Erik Lee		PD		\$56.44
Pitney Bowes - Postage supplies		Adm		\$58.27
Pitney Bowes - Rental Charges		Govt		\$99.70
Earl F. Anderson - Fire Marker Signs		Govt		\$170.10
Bob Scott - St. Pat's Parade Candy		Govt		\$22.92
Fleet Farm - St. Pat's Parade Float Supplies		Govt		\$23.52
Crosslake Rolloff - Recycling		Govt		\$1,500.00
Crosslake Telephone - phone bill		All		\$663.29
St of MN Peace Officer Training - Lic Renewal	Garin	PD		\$45.00
Simonson Lumber - Screws, Mud, Crner Bd, Sheetrock		Govt		\$129.67
Joos Electric - fluorescent light, install switches		Govt		\$284.60
Moonlite Square - Fuel		Fire		\$9.25
Data Research, Inc. - Training Books		Fire		\$115.82
Fire Protection Equipment - Pressure Tank Gauge		Fire		\$85.50
I Like It Like That - Computer Services		All		\$650.00
LMC - Insurance on sirens & Srock bldg		Govt/PW		\$304.00
Crow Wing Coop - Warming House		Park		\$90.84
Crow Wing Coop - Comm Ctr		Park		\$341.45
Crow Wing Coop - Warehouse		PW		\$50.31

Crow Wing Coop - Street Lights	Govt	\$24.61
Crow Wing Coop - City Garage	PW	\$14.89
Crow Wing Coop - Emerg Serv Cntr	Govt	\$426.00
Viking Coke - City Hall pop	Govt	\$15.34
Computer 1 - Computer RAM	Adm	\$70.00
Brandanger Office Supply - Engraved Signs	Govt	\$153.68
Brandanger Office Supply - Engraved Signs	PZ	\$38.28
Coast to Coast - Toilet Flapper	Park	\$2.76
Coast to Coast - Misc	All	\$101.08
Donna Keiffer - aerobics tape reimbursement	Park	\$22.95
Gammello - Retainer	Legal	\$600.00
Lakes Printing - Newsletter	Adm	\$216.63
Mills Motor - Equipment Maintenance	PW	\$34.83
Crow Wing County Treasurer - TIF Adm Fees	TIF	\$300.00
Reeds - Shooting Sports Supplies	Park	\$10.41
Reeds - Shooting Sports Supplies	Park	\$9.80
Reeds - Soft Scrub, cleaning supplies	Park	\$5.71
Echo Publishing - Envelopes	PD	\$38.22
Culligan - bottled water	Govt	\$66.64
Career Clothes - Bob Hartman	PD	\$87.66
J & M Floors - Carpet/Vinyl	Govt	\$1,192.00
w Wing Co. Tax Statements - Srock/Solid Waste/Stanley	Govt	\$61.68
Auto Value	PW	\$268.22
Auto Value - black ties	Park	\$126.63
R & T Specialty - D.A.R.E. Road Signs	PD	\$65.00
Teri Hastings - travel expenses	P&Z	\$15.49
Rob Larson - travel expenses	Park	\$39.38
Echo Publishing - Notice of Hearing	Govt	\$48.33
Echo Publishing - Adv for Bids	Govt	\$24.25
Echo Publishing - Legal Notice	PZ	\$45.94
Echo Publishing - Legal Notice - Ordinance 94	Adm	\$30.52
Echo Publishing - Legal Notice - Ordinance 93	Adm	\$32.67
Echo Publishing - Ad for Library Committee	Govt	\$37.80
Dakotah Paper Co. - Toilet Paper/Paper Towels	Park	\$96.57
Gammello - 1/2 city fines for Feb	Legal	\$369.35
L & M Steel - Legs for shelving	Govt	\$59.23
The Light Depot - Exit Lights - City Hall	Govt	\$50.48
Pine River Oil - Fuel	PW	\$627.13
Viking Coke - Comm Ctr	Park	\$43.81
Viking Coke - Comm Ctr	Park	\$46.81
Mills Fleet Farm - Grass Seed	PW/Cemetery	\$127.73
Midwest Radar & Equipment	PD	\$135.00
Houston Ford - Repair '95 Squad - brakes	PD	\$334.13
Reed's - Tissue	Govt	\$5.84
Kack Drug - Batteries	Adm	\$4.99
Reeds - clorox, cups, napkins, cleaners	Park	\$13.99
Gary McMullen Plumbing & Heating - furnace repair	Govt	\$205.00
Office Shop - computer paper	Adm	\$20.71
Office Shop - Receipt Book	Park	\$11.93
Blue Lakes Disposal	Park	\$49.73
Blue Lakes Disposal	Govt	\$58.52
Fleet Farm - Misc	PW	\$11.70

Crosslake Tel - REA Payment				\$925.93
Mermaid Ent - Gas		PW		\$42.63
Mermaid Ent - Gas		Fire		\$21.15
Martin Comm - NICD Battery		Fire		\$18.55
Fire Protection Equip - Air tank testing/annual svc		All		\$248.00
Office Shop - Paper/misc		Park		\$4.77
Berkley Risk Svcs - Deductible - Williamson Claim		PW		\$250.00
Cellular One - cell service		PD		\$44.17
Moonlite Square - Motor Fuel		PD		\$162.88
Mermaid Ent - Motor Fuel		PD		\$236.95
MN Assoc Fire Chiefs Dues/Amsden,Anderson,Henderso				
Garin, Cripps		Fire		\$170.00
Gammello & Sandelin - Legal		Legal		\$416.50
Reed's - Motor Fuel		PD		\$115.60
Postmaster - postage for newsletter		Admin		\$102.85
Dacotah Paper - Damp Floor Cleaner		Govt		\$30.46
Superior Ford - '86 Ford Victoria		PD		\$20,416.00
Starkka Oil - Kerosene		PW		\$8.40
Lakes Area Rental - worm wheel, gear rope		PW		\$28.86
Patricks - Oil, Cable, Stihl bar fluid		PW		\$48.47
Starkka Oil - Gasoline		Fire		\$27.02
Starkka Oil - Gasoline, Service		PD		\$90.53
Computer 1 - Computer RAM		P&Z		\$44.26
Moonlite Square - Motor Fuel		Fire		\$28.30
Xerox Corp - Quarterly ma on copier		PD		\$59.50
Armond Gease - Speaker system for Comm Ctr		Park		\$1,747.85
LMC - Legislative Conf for Mayor Scott		Council		\$45.00
Tony Thelein - Picnic Shelter Reimb		Park/Pic Shelter		\$1,166.56
Chuck Miller - 3 deadbolt locks & lettering for Council Chambers		Govt		\$111.00
Echo Publishing - Lake Country Echo Subscription		Govt		\$24.00
Volunteers Firefighters Assoc - insurance renewals		Fire		\$104.00
Lakes Area Rental - tiedowns, friction spring, power plug/labor		PD		\$64.94
Widseth Smith Nolting - Eng Fees		All		\$1,050.50
Tom Swenson - MNFOA expenses		Admin	C Card	\$136.65
W.W. Thompson - Concrete		Park Pic/Shelter		\$752.64
L&M Steel - COLUMNS/saddles		Park Pic/Shelter		\$574.62
Build-All Lumber -Lumber for shelter		Park/Pic Shelter		\$4,208.48
Mills Fleet Farm - Misc		PW		\$11.70
Reed's Market - Chlorox, napkins, lysol misc		Park		\$13.99
Coast to Coast - Misc		PW		\$180.76
Echo - P&Z Public Hearing		P&Z		\$93.21
		TOTALS		\$54,848.66

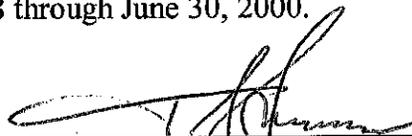
RESOLUTION NO. 98-07

CITY OF CROSSLAKE, MINNESOTA

The Crosslake City Council, at its April 13, 1998, Regular Council Meeting, approved Resolution No. 98-07 renewing the Charitable Gambling Permit at Moonlite Square, Gallaways Restaurant and Bar, Andy's and The Exchange for the Pequot Lakes Crosslake Youth Hockey Association beginning July 1, 1998 through June 30, 2000.



Mayor



City Administrator

CITY OF CROSSLAKE

RESOLUTION NO. 98-08

WHEREAS, the City of Crosslake desires to enter into a contract with Donna Keiffer to provide aerobics instruction three times per week for a seven week period at a cost of \$400.

WHEREAS, the City Council of the City of Crosslake had determined that the contract price is as low as or lower than the price at which the aerobics instruction services could be obtained elsewhere.

BE IT RESOLVED by the City Council of the City of Crosslake, that the City agrees to contract with Donna Keiffer to provide aerobics instruction three times per week for a seven week period (April 27th - June 11th) at a cost of \$400.

Raymond Smyth moved for the adoption of the foregoing resolution. Said resolution was duly seconded by Chuck Miller and after full discussion thereof, and upon a vote being taken thereon, the following voted in favor thereof:

Raymond Smyth
Chuck Miller
Bob Scott

and the following abstained from the vote:

Donna Keiffer

WHEREUPON said resolution was declared to be passed and adopted by the City Council this 13th day of April, 1998.



Mayor

Attest:



Deputy Clerk

CITY OF CROSSLAKE

RESOLUTION NO. 98-09

Resolution Ordering Improvement and Preparation of Plans

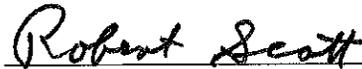
WHEREAS, a resolution of the City Council adopted the 9th day of February, 1998, fixed a date for a Council Hearing on the proposed improvement of Wilderness Trail beginning at its southernmost point, being the intersection with Daggett Pine Road, northeast approximately 1.3 miles to a point of termination located at the entrance to the Wilderness Park Association property by Constructing Street and Drainage Improvements

AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 28th day of March, 1998, at which all persons desiring to be heard were given an opportunity to be heard thereon,

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in Option 2 of the feasibility report.
2. Such improvement is hereby ordered as proposed in the Council resolution adopted the 29th day of December, 1997.
3. Widseth, Smith and Nolting is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Adopted by the Council this 13th day of April, 1998.



Robert Scott
Mayor



Thomas N. Swenson
City Administrator

RESOLUTION 98-10

ADOPTING RESOLUTION

The undersigned Principal of City of Crosslake (the Employer) hereby certifies that the following resolutions were duly adopted by the Employer on April 13, 1998, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that the form of Cafeteria Plan including a Dependent Care Assistance Program and Health Care Reimbursement Plan effective May 1, 1998, presented to this meeting is hereby approved and adopted and that the duly authorized agents of the Employer are hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that are deemed necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures to provide benefits under the Plan.

RESOLVED, that the duly authorized agents of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the Cafeteria Plan by delivering to each employee a copy of the summary description of the Plan in the form of the Summary Plan Description presented to this meeting, which form is hereby approved.

The undersigned further certifies that attached hereto as Exhibits A and B, respectively, are true copies of City of Crosslake Cafeteria Plan and the Summary Plan Description approved and adopted in the foregoing resolutions.

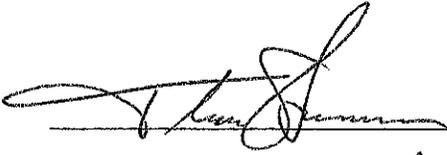


Principal

Date: 4-13-98

IN WITNESS WHEREOF, this Plan document is hereby
executed this 13th day of April, 1998.

City of Crosslake



By Robert Scott
EMPLOYER

Marene Roach
WITNESSES AS TO EMPLOYER