

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
TUESDAY, APRIL 25, 2000
10:00 A.M. – CITY HALL

The Council for the City of Crosslake met in City Hall on Tuesday, April 25, 2000 at 10:00 A.M. The following Councilmembers were present: Mayor Darrell Swanson, Irene Schultz, Dean Swanson, Charles Miller and Richard Upton. Also present was City Administrator Thomas Swenson, Park and Recreation Director Jon Henke and Deputy Clerk Darlene Roach. Also present was Ray Smyth, Alden Hardwick, Virginia Dolmar, Sandy Eliason and Marjorie Bundgaard of the Library Committee.

Mayor Swanson called the special meeting to order at 10:00 A.M.

The first order of business was a joint discussion with the Library Committee. Mayor Swanson turned the meeting over to Ray Smyth who acted as facilitator for the group. The purpose of the discussion was to review a list of considerations to assist the Council in moving closer to identifying a location for the proposed library. The Kitchagami Regional Library System is recommending that a site be identified and a rough sketch of the building be drawn up in order to engage in fund raising activities. A list of considerations was developed by the Library Committee, along with City Administrator Tom Swenson and Park and Recreation Director Jon Henke, and each item was assigned a weight factor. Each of the three locations identified by the Library Committee as possible sites for a Library were assigned a rating in each category. The three locations under consideration as a possible site for a library are City Hall, the Community Center and Town Square. The categories under discussion were: (1) Traffic (2) Potential Building, (3) Coordination with other Buildings; (4) Sharing of Facilities, (5) Parking, (6) Location, (7) Aesthetics, and (8) State Legislative Concerns. The Council engaged in discussion with the Library Committee on each item within each category and revisions were made to the rankings as were determined to be appropriate. Park and Recreation Director Jon Henke expressed his concerns with utilizing property at the Park for a Library since future plans for the Community Center and Park are currently unknown. He handed out a diagram of the previously prepared Master Plan of the Park which showed the utilization of the property. After reviewing each category, the City Council agreed that another meeting should be scheduled with the Library Committee to continue the discussion.

A short recess was taken.

At 11:07 A.M., the City Council reconvened to review a request by the Pequot Lakes/Crosslake Youth Hockey Association to renew the Charitable Gambling Renewal Applications for the Exchange and Cedar Chest. Approval was also requested on a Premises Permit Application to conduct charitable gambling at Zorbaz. Sue Joos was present to represent the organization. City Administrator Swenson inquired as to how the gambling proceeds were directed back to the Community and Sue Joos stated that the money is used to fund hockey equipment and buy ice time for area youth. City

Administrator Swenson commented that the City's Park and Recreation Department expends time and money in maintaining the hockey rink at the Park with no revenue coming back to the City to offset these costs. Councilmember Swanson asked if the Hockey Association would consider funding any improvements at the hockey rink in Crosslake and Sue Joos stated that at the present time funds are not available to do this. Mayor Swanson asked how much of the Association's budget comes from Crosslake and Sue Joos stated that currently it is a minimal amount, however, with the addition of Zorbaz, as a gambling site, the future looks brighter. It was the consensus of the Council that the Youth Hockey Association consider a contribution to Crosslake. Councilmember Miller also suggested that the Association give a semi-annual report of their expenditures to the City as is done by the other Charitable Gambling Organizations. Sue Joos agreed to provide the City with a copy of their audit. MOTION 4S2-01-00 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO APPROVE RESOLUTION 00-21 RENEWING THE PREMISES PERMIT APPLICATION FOR THE PEQUOT LAKES/CROSSLAKE YOUTH HOCKEY ASSOCIATION AT THE EXCHANGE AND CEDAR CHEST. MOTION CARRIED WITH ALL AYES.

MOTION 4S2-02-00 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO APPROVE RESOLUTION 00-22 APPROVING THE PREMISES PERMIT APPLICATION FOR ZORBAZ. MOTION CARRIED WITH ALL AYES.

The results of the 1999 Audit which was prepared by the CPA firm of Mathias Justin was reviewed. Judy Moravec, who conducted the audit, presented an overview of the balance sheet, statement of revenues, expenditures and changes in fund balance and budget variations. The results of the audit found the City in good financial condition. Moravec commended both the City Administrator and the Deputy Clerk/Treasurer for their assistance in performing the audit and the excellent shape that the City financial statements were in. MOTION 4S2-03-00 WAS MADE BY CHUCK MILLER AND SECONDED BY RICHARD UPTON TO ACCEPT THE 1999 CITY FINANCIAL STATEMENTS. MOTION CARRIED WITH ALL AYES.

A memo dated April 18, 2000 from the Personnel Committee recommended the following:

1. That Erik Lee be removed from probationary status and granted permanent full time status as Police Sergeant. MOTION 4S2-04-00 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER THAT ERIK LEE BE REMOVED FROM PROBATIONARY STATUS AND GRANTED PERMANENT FULL TIME STATUS AS POLICE SERGEANT. MOTION CARRIED WITH ALL AYES.
2. That Bob Hartman be removed from probationary status and granted full time status as Police Chief. MOTION 4S2-05-00 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER THAT BOB HARTMAN BE REMOVED FROM PROBATIONARY STATUS AND GRANTED PERMANENT FULL TIME STATUS AS POLICE CHIEF. MOTION CARRIED WITH ALL AYES.

3. That Sergeant Lee's annual salary be increased to \$35,000, per the 2000 budget, retroactive to January 1, 2000. MOTION 4S2-06-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO APPROVE AN ANNUAL SALARY OF \$35,000 FOR ERIK LEE RETROACTIVE TO JANUARY 1, 2000. MOTION CARRIED WITH ALL AYES.
4. That Chief Hartman's annual salary be increased to \$43,000, per the 2000 budget, retroactive to January 1, 2000. MOTION 4S2-07-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO APPROVE AN ANNUAL SALARY OF \$43,000 FOR BOB HARTMAN RETROACTIVE TO JANUARY 1, 2000. MOTION CARRIED WITH ALL AYES.
5. That following discussion of a very positive six-month review of Park and Recreation Director Jon Henke, he be granted 40 hours of accumulated vacation for the year 2000. MOTION 4S2-08-00 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO GRANT 40 HOURS OF ACCUMULATED VACATION FOR JON HENKE FOR THE YEAR 2000. MOTION CARRIED WITH ALL AYES.
6. That a benefit adjustment be made for General Manager Kevin Larson consisting of a matching contribution of up to \$50 per pay period into a deferred compensation plan and an increase of \$50 per month in the monthly vehicle allowance both retroactive to January 1, 2000. MOTION 4S2-09-00 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO APPROVE A BENEFIT ADJUSTMENT FOR THE GENERAL MANAGER CONSISTING OF A MATCHING CONTRIBUTION OF UP TO \$50 PER PAY PERIOD INTO A DEFERRED COMPENSATION PLAN AND AN INCREASE OF \$50 IN THE VEHICLE ALLOWANCE RETROACTIVE TO JANUARY 1, 2000. MOTION CARRIED WITH ALL AYES.
7. That a benefit adjustment be made for City Administrator Thomas Swenson consisting of a matching contribution up to \$50 per pay period into a deferred compensation plan and that PERA be fully funded by the City, both retroactive to January 1, 2000. MOTION 4S2-10-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO APPROVE A BENEFIT ADJUSTMENT FOR THE CITY ADMINISTRATOR WITH A MATCHING CONTRIBUTION OF UP TO \$50 PER PAY PERIOD INTO A DEFERRED COMPENSATION PLAN AND THAT PERA BE FULLY FUNDED BY THE CITY RETROACTIVE TO JANUARY 1, 2000. MOTION CARRIED WITH ALL AYES.
8. That Dennis Leaser be removed from probationary status and granted permanent full time status as Operations Manager. MOTION 4S2-11-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO APPROVE THE REMOVAL OF DENNIS LEASER FROM PROBATIONARY STATUS AND THAT HE BE GRANTED PERMANENT FULL TIME STATUS AS OPERATIONS MANAGER. MOTION CARRIED WITH ALL AYES.
9. That revised job descriptions for the Billing Clerk and Receptionist/Assistant Billing Clerk be approved. MOTION 4S2-12-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO APPROVE THE REVISED JOB DESCRIPTIONS FOR THE BILLING CLERK AND

RECEPTIONIST/ASSISTANT BILLING CLERK. MOTION CARRIED WITH ALL AYES.

10. That a revised police officer salary schedule which provides a 2% annual increase in the schedule for the years 2000, 2001 and 2002 be approved. MOTION 4S2-12-00 WAS MADE BY DEAN SWANSON AND SECONDED BY IRENE SCHULTZ TO ADOPT THE THREE YEAR SALARY SCHEDULE FOR THE POLICE OFFICERS. MOTION CARRIED WITH ALL AYES.
11. That Eric Swanson be placed on Step 4 (\$13.03) of the 2000 Police Officer Salary Schedule retroactive to January 1, 2000. MOTION 4S2-13-00 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER THAT ERIC SWANSON BE PLACED ON STEP 4 (\$13.03) OF THE 2000 POLICE SALARY SCHEDULE RETROACTIVE TO JANUARY 1, 2000. MOTION CARRIED WITH ALL AYES.

An update on the state of affairs of the Union Contract was discussed with the Council. A full day meeting was held with the Union Negotiating Committee, a mediator from the Bureau of Mediation, the City's Labor Attorney Steve Fecker and the Personnel Committee with no progress being made in regards to settling the contract. The Union was given until May 1st to make a decision regarding the City's proposal. .

MOTION 4S2-14-00 WAS MADE BY RICHARD UPTON AND SECONDED BY DEAN SWANSON TO APPROVE THE BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNTS OF \$18,494.77 AND \$5,333.02. MOTION CARRIED WITH ALL AYES.

Resident Richard Becker requested City approval to use the heliport for chemical spraying of army worms in the area of Anchor Point Road. A letter was prepared by City Administrator Swenson and reviewed by the Council. The letter requested the following: (1) that a Certificate of Insurance naming the City as an additional insured be obtained from the owner of the helicopter, (2) that the time the heliport will be used be coordinated with the Fire Chief and Police Chief, and (3) that the City receive a letter from the DNR stating that the spraying operation meets all State requirements. MOTION 4S2-15-00 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE SENDING THE LETTER TO RICHARD BECKER. MOTION CARRIED WITH ALL AYES.

Mayor Swanson previously distributed a memo to the City Council requesting input on amending the City Code dealing with Off Sale Liquor Licenses. After some discussion regarding Mayor Swanson's concerns and those of the Council, it was agreed that the City Attorney be directed to work on a draft ordinance amendment. A public hearing will be held to discuss the amendment.

MOTION 4S2-16-00 WAS MADE BY RICHARD UPTON AND SECONDED BY IRENE SCHULTZ TO ADJOURN THIS SPECIAL COUNCIL MEETING AT 12:45 P.M. MOTION CARRIED WITH ALL AYES.


Darlene J. Roach
Deputy Clerk/Treasurer

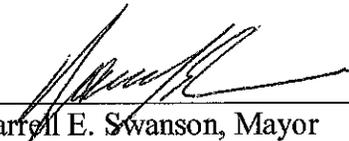
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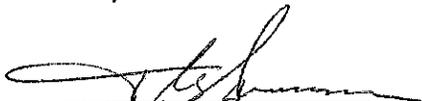
RESOLUTION NO. 00-21

The Crosslake City Council at its April 25, 2000 Special Council Meeting approved the renewal of the Premises Permit Application, which authorizes the Youth Hockey Association to conduct charitable gambling at the Exchange Restaurant, Crosslake, Minnesota and the Cedar Chest Restaurant, Crosslake, Minnesota.

Adopted this 25th day of April, 2000.



Darrell E. Swanson, Mayor



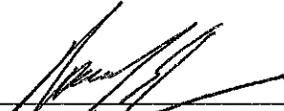
Thomas N. Swenson, City Administrator

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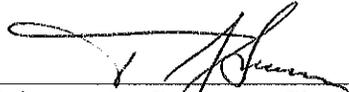
RESOLUTION NO. 00-22

The Crosslake City Council at its April 25, 2000 Special Council Meeting approved the Premises Permit Application, which authorizes the Pequot Lakes/Crosslake Youth Hockey Association to conduct charitable gambling at Zorbaz, Crosslake, Minnesota.

Adopted this 25th day of April, 2000.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator

