

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
TUESDAY, APRIL 26, 2005
2:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Tuesday, April 26, 2005 at 2:00 P.M. The following Councilmembers were present: Mayor Jay Andolshek, Dick Phillips, Terry Curtis, Dean Eggena and Dean Swanson. Also present were City Administrator Tom Swenson, City Clerk/Treasurer Darlene Roach, Park and Recreation Director Jon Henke and Library Chairman Alden Hardwick. There were approximately fifteen individuals in the audience not including Staff.

Mayor Andolshek called the meeting to order at 2:00 P.M. Tom Swenson stated the County Highway Engineer Duane Blanck had phoned to say he was running a few minutes late, therefore, Swenson requested that the first two items on the agenda be bypassed until Mr. Blanck arrived. Councilmember Eggena stated that he understood this special meeting to be regarding the library project and suggested that that part of the meeting be moved to the front of the agenda, noting that the good people in attendance for the library portion should not have to sit through the additional items. Jon Henke replied that the members of the Park and Recreation Commission and the Library Committee reviewed the agenda earlier and planned on arriving to the meeting around 2:30 P.M. Mr. Henke suggested following the agenda as is so that all interested people would be in attendance for the library project portion of the meeting. The consensus of the Council was to remain flexible.

Ruth Ann Hanson, Area Director of the Brainerd Lakes Area Chambers of Commerce, appeared before the Council to request approval to conduct a raffle as a fundraiser for fireworks. MOTION 04S3-01-05 WAS MADE BY DEAN EGGENA, SECONDED BY DICK PHILLIPS TO APPROVE THE MINNESOTA LAWFUL GAMBLING APPLICATION FOR EXEMPT PERMIT FOR THE BRAINERD LAKES AREA CHAMBERS OF COMMERCE TO CONDUCT A RAFFLE AS A FUNDRAISER. Dick Phillips asked what the raffle prizes would be. Ms. Hanson replied that the prizes have not been finalized but that there would be several good prizes to win. MOTION CARRIED WITH ALL AYES.

Duane Blanck, Crow Wing County Highway Engineer, appeared before the Council to request approval of a resolution regarding an upcoming reconditioning project on CSAH 66 in the limits of Crosslake. The work will consist of milling 1.5" of the in-place bituminous surface from curb to curb and filling with 2" of bituminous wearing course mixture. The project limits will be from the north deck of the Pine River Bridge on CSAH 3 to approximately 500 feet north of CSAH 16. Dean Eggena questioned if a detour would be necessary. Mr. Blanck replied there was no planned detour, only traffic control with possible congestion. Jay Andolshek questioned when the work would take place. Mr. Blanck replied that they hope to do the work during the summer, however it could take place right after Labor Day. MOTION 04S3-02-05 WAS MADE BY DEAN SWANSON, SECONDED BY DICK PHILLIPS TO APPROVE RESOLUTION 05-08 APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS.

Duane Blanck noted that there will be no cost to the City of Crosslake. MOTION CARRIED WITH ALL AYES.

A letter dated April 15, 2005 from the County Highway Department Design Engineer, Michael O'Donnell, regarding a monitoring well at the Joint Maintenance Facility was in the packet for Council review. Duane Blanck stated that because there is a wetland area between the Salt/Sand Storage Building and the Cold Storage Building, the City and County may want to consider installing a monitoring well in this area to monitor existing water quality and future conditions. The well is not a requirement of the MPCA at this time, but could be required in the future and would be more costly if installed at a later time. A proposal from GME Consultants, Inc. was included for Council information. MOTION 04S3-03-05 WAS MADE BY DEAN SWANSON, SECONDED BY DEAN EGGENA TO AUTHORIZE THE INSTALLATION OF A MONITORING WELL AT THE JOINT MAINTENCE FACILITY. Dean Eggena questioned if one well will be sufficient. Mr. Blanck replied that only if there is evidence of undesirable elements would a second well be necessary, however, they are not anticipating any pollution. Dean Eggena suggested amending his motion to include approval of all future work as well. Mr. Blanck replied that it would be appropriate for him to come back to the City Council and inform them of any future work that may be needed. Terry Curtis stated that he is in favor of the project and the City should do whatever is necessary. Mr. Blanck stated that the biggest concern is to get a base level so that there will something to compare future testing to. Dean Eggena questioned if the testing cost was included in the budget. Mr. Blanck replied that the cost for testing was included in the budget and that the County will pay 53% and the City will pay 47% of the costs, however, the initial well and installation of approximately \$3,500 will be part of the Joint Maintenance Facility project cost. MOTION CARRIED WITH ALL AYES.

Darlene Roach appeared before the Council to request the approval to make a bank transfer in order to correct an error with the 2004 year-end transfers. MOTION 04S3-04-05 WAS MADE BY DEAN EGGENA, SECONDED BY TERRY CURTIS TO APPROVE THE TRANSFER OF AN ADDITIONAL \$1,000 IN PARK DEDICATION FEES FROM THE GENERAL FUND TO THE CAPITAL FUND. MOTION CARRIED WITH ALL AYES.

Tom Swenson stated that renewal of the City's insurance policy with the League of Minnesota Cities Insurance Trust was due. The League sent five quotes regarding the optional deductible. In the past, a \$250 deductible has been selected due to the number of claims submitted. Darlene Roach stated that the City had 14 claims in 2004. It was the consensus of the Council to keep the \$250 deductible in place for 2005.

Information was included in Council packets regarding the renewal of liquor licenses. On April 4, 2005 letters were sent to all beer/wine/liquor establishments informing them of the upcoming renewal of their liquor licenses on July 1, 2005. Included with each letter was a copy of two sections of City Ordinance, Chapter 4, Section 4.05 dealing with Liquor Licensing (Delinquent Taxes and Charges and City Code Violations) and Chapter 11, 11.3 Subd 1. General Sewer Use Regulations). As of this date, there are two on-sale liquor establishments not yet connected to municipal sewer, which according to the above Ordinances, would constitute a violation. The Sewer Ordinance requires that property

owners in Phase 1 be connected by June 1, 2005. Darlene Roach stated that she provided this information so that the Council would be aware of any possible problems, as Liquor Control requires 2 weeks turn around time for license renewal. Councilman Eggena asked if an establishment could go ahead and apply for the renewal and then have the City hold the permit until they are hooked up to sewer. Darlene Roach replied that an application cannot be sent to Liquor Control if it is non-compliant.

Bills for Approval – MOTION 04S3-05-05 WAS MADE BY DEAN SWANSON, SECONDED BY DICK PHILLIPS TO APPROVE THE BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$4,577.85. Dick Phillips questioned why there was a bill to repair a damaged fence. Darlene Roach replied that the bill will be an in and out in the books, as this will be reimbursed less the \$250 deductible by an insurance claim. Ms. Roach added that the bill listed for North Memorial EMS Education for the Police Department to attend first responder training in the amount of \$600.00 was going to be reimbursed by Central Minnesota EMS Council. MOTION CARRIED WITH ALL AYES.

Jon Henke appeared before the Council to give an update on the library project as it relates to the expansion of the Community Center. Mr. Henke stated that the Library Committee has raised \$101,553 to date in donations and pledges. The Committee intends on applying for a grant that the State Legislature just approved for libraries that are attached to public buildings, however the forms are not yet available. Alden Hardwick added that the grant is available with matching funds, so the Crosslake Library would only be able to apply for a grant equal to the amount of money raised. Jon Henke proposed to the Council along with the addition of a library an expansion and relocation of the current Community Center weight room and relocation of meeting room #1. Mr. Henke believes that there would be increased revenue potential as a result of a larger weight room and larger meeting room. Mr. Henke proposed paying for the improvements in a number of ways: 1.) park dedication, 2.) grant funding, 3.) local contributor – St. Joseph Foundation, 4.) fund raising and/or 5.) prepayment for future weight room memberships. Sketches of expansion possibilities were included in the packets for Council review.

Alden Hardwick handed out to the Council the proposed Crosslake Library Budget. The proposed cost for utilities, insurance, telephone, internet, office supplies, repair and maintenance, cleaning and miscellaneous is approximately \$9,000 per year. Mr. Hardwick stated that if the City would continue giving the Library a donation of \$2,500 as it has in the past, the Library Committee would raise the rest of the yearly costs. There would be no labor costs, as the library would be run with volunteers. Jon Henke stated that if the City owns the library, it wouldn't make sense to continue paying the Kitchigami Library System approximately \$48,000 per year. Councilman Eggena questioned what the stipulations are for opting out of the Kitchigami System. Alden Hardwick replied that he was not sure, but would find out and report back to the Council. Mr. Hardwick stated that the Library Committee would like to pursue a partnership with the Pequot Lakes Library and the Crosby Library, including sharing of extra books and computer software.

The estimated cost for the library project and Community Center expansion would be \$200,000 for materials and \$200,000 for labor. The Park and Recreation Commission suggested hiring an architect to get a more accurate cost estimate. Alden Hardwick stated that he met with Architect George Riches and asked if he would be interested, as Mr. Riches has done many projects for the City. Mr. Riches would be willing to work on this project. Jon Henke recommended to the Council that the City hire George Riches to start the architectural process and suggested that the Council set a "not to exceed amount" in the motion, as the cost of his services will not be determined until the work is complete. Mr. Henke also explained that 50% of the funds will come from the Library budget and 50% will come from the Park and Recreation budget. Councilman Curtis questioned what would happen to the building if the library was not a success. Mr. Henke replied that the Community Center would be able to easily expand into the empty space. Councilman Eggena stated that he is in favor of having George Riches work on the project plans and suggested that a cost of not to exceed \$5,000 be approved. MOTION 04S3-06-05 WAS MADE BY JAY ANDOLSHEK, SECONDED BY DICK PHILLIPS TO HIRE GEORGE RICHES TO PRODUCE A SCALE DRAWING OF THE PROPOSED EXPANSION TO THE COMMUNITY CENTER AND ADDITION OF THE LIBRARY SO THAT AN ENGINEERING ESTIMATE CAN BE OBTAINED AT A COST NOT TO EXCEED \$5,000. MOTION CARRIED WITH ALL AYES.

Alden Hardwick requested permission to apply for small grants from the Initiative Foundation, Crow Wing Power Round-Up and the Game & Fish Club. The consensus of the Council was to let the Library Committee apply for these grants as long as stipulations and matching funds are not involved.

Dean Eggena stated that he would like to have a Special Council Meeting to address the ownership of the Chamber Building and the procedure of City employees to handle complaints, including answering complaints, enforcing ordinances and involvement of the City Attorney. Dean Swanson asked to receive the current policy sometime before the meeting. A Special Council Meeting was called by Dean Eggena and Terry Curtis to take place on Thursday, May 5, 2005 at 9:00 A.M. for the purpose of determining ownership of the Chamber of Commerce Information Building, discuss operating procedures for handling complaints, enforcement of ordinances, and timeframe for Council Members to receive packets for Council Meetings.

MOTION 04S3-07-05 WAS MADE BY DEAN EGGENA, SECONDED BY DICK PHILLIPS TO ADJOURN THE MEETING AT 3:45 P.M. MOTION CARRIED WITH ALL AYES.



Charlene Nelson
Deputy Clerk

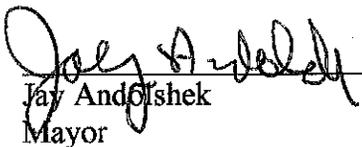
RESOLUTION NO. 05-08

CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

RESOLUTION APPROVING COUNTY PROJECT WITHIN MUNICIPAL
CORPORATE LIMITS

WHEREAS, plans for Project No. S.A.P. 18-666-01 for the reconditioning of County State Aid Highway No. 66 from County State Aid Highway No. 3 to County State Aid Highway 16 within the limits of the City of Crosslake as a State Aid Project have been prepared and presented to the City of Crosslake.

Adopted by the Council this 26th day of April, 2005.


Jay Andolshek
Mayor


Thomas N. Swenson
City Administrator

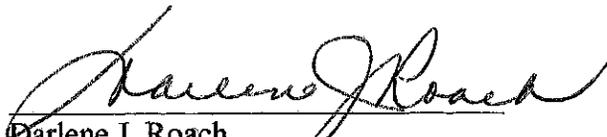
CERTIFICATION

State of Minnesota

County of Crow Wing

City of Crosslake

I hereby certify that the foregoing Resolution is a true and correct copy of a resolution presented to and adopted by the City Council of Crosslake at a meeting therefore held in the City of Crosslake, Minnesota, on the 26th day of April, 2005, as disclosed by the records of said City in my possession.


Darlene J. Roach
Clerk/Treasurer

