

COUNCIL PROCEEDINGS  
Crosslake, Minnesota  
Regular Session - May 9, 1983

The City of Crosslake, Minnesota met in a regular session on May 9, 1983 at 7:32 p.m. in the Council Room of the Municipal Building. The following members were present: Councilman Allen, Anderson, Nelson, Arends and Mayor Bieber. There was approximately 30 members of community present.

Mayor Bieber opened this session by addressing the Consent Calendar. MOTION NO. 5R-01-83 was introduced by Councilman Arends to approve the consent calendar as presented. Mayor Bieber interjected that he would like to see the council spend more time on the consent calendar and thoroughly discuss each individually if needed. MOTION DIED FOR LACK OF A SECOND.

Consent Calendar Sec. A carried no questions. Section B brought concern regarding the review of the financial printout of the City. The Mayor handed out the March printout to the council and a letter from Donald Engen's office which addressed the review of January and February. The auditor's report on January and February was also distributed for review and approval at next council meeting. A special meeting was requested to review and that the council become acquainted with the computer printout and the figures held within. A special invitation should be given to our auditor Ms. Julie Galas to attend this meeting and brief the council on the information held within the computer printout. Mayor Bieber expressed to the council that he would like to see the Consent Calendar be separated and reviewed individually and so appear on the Agenda. MOTION NO. 5R-02-83 was introduced by Councilman Arends that we approve the financial report and minutes of the City and the Telephone Company report and that the Consent Calendar meets the changes recommended of making them individual articles for approval. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

NEW BUSINESS - No new business was reported.

CLERK'S REPORT - Deputy City Clerk, Diana A. Gallaway, requested an addition to the agenda to be reported at this time. Request was approved.

A liquor license transfer was requested for the Moonlight Bay establishment to Donald P. Swanson and James L. Seymour, MLB Corporation, Inc. from Albin Andolshek. All licenses have been approved by Police Chief Backdahl, bonds and a certificate of insurance have been submitted. Incorporation papers should be completed this week and will be submitted at that time. Was suggested that a contingency be placed on the issuance of the liquor license until the Incorporation papers are submitted and a legal opinion received by the City Attorney. MOTION NO. 5R-03-83 was introduced by Councilman Anderson that we approve the transfer of the liquor license of the Moonlight Bay establishment to the MLB Corporation consisting of Donald P. Swanson, President, and James L. Seymour, Secretary/Treasurer, with it contingent upon receiving the papers of incorporation and the Clerk to issue the license only upon receiving satisfactory approval by the City Attorney, Randy Hanson. SECONDED BY Councilman Allen. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Request to approve the Bingo Application of the Ossawinnamakee Conservation Club. MOTION NO. 5R-04-83 was introduced by Councilman Arends to grant the Bingo License to the Ossawinnamakee Conservation Club. SECONDED BY Councilman Anderson. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

The letter submitted to the Council and Mayor Bieber was introduced regarding the Commission's/Committee's Purchase expenditures and their Purchase Order assigned and approved. Was decided that these expenses from Commission's/Committee's having no budget should be placed under Administration and that their Purchase Orders be generated from the Clerk's office and approved thus.

The reporting of Commission/Committee's minutes was introduced and that requests have been made regarding the minutes of these meetings to receive copies. Was stated that the League of MN. Cities informed the Clerk's office that these meeting minutes should be made available to the public at a designated area. The taping of meetings was addressed at this time by Mayor Bieber. The feelings of the council was that the taping was not necessary as long as a reasonable set of minutes were submitted. Councilman Arends stated that he felt in the area of Planning & Zoning Commission meetings that taping should continue as many issue of controversy were involved. The Mayor felt that the only taping done should be at the Council as all Commissions/Committee's would bring their issues to the Council. MOTION NO. 5R-05-83 was introduced by Councilman Nelson that we do not tape any meeting including the Council meeting. SECONDED BY Councilman Arends. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Interoffice memorandum to the council regarding the Blanket Purchase Orders (BPO) requested and their guidelines was presented. MOTION NO. 5R-06-83 was introduced by Councilman Nelson that we move on all the Blanket Purchase Orders as recommended and include the Fire Department on a Blanket Purchase Order for Emergency Repairs and any auto repairs and maintenance with each of the following BPO's to be covered by separate motion numbers:

<u>5R-06-83</u>	- Streets	- County Highway	- for Street Maint. Mtrls.
<u>5R-07-83</u>	- Streets	- Crosslake Lumber Co.	- Misc. Purchases
<u>5R-08-83</u>	- Streets	- G. Wannebo	- Gravel
<u>5R-09-83</u>	- Fire	- Fire Dept's.	- M.S.A. Tanks refilling
<u>5R-10-83</u>	- Fire	- Stations	- Gas
<u>5R-11-83</u>	- Fire	- Ernie's Station & Crosslake Auto	- Repairs & Maint.
<u>5R-12-83</u>	- Police	- Ernie's Station & Crosslake Auto	- Repairs & Maint.
<u>5R-13-83</u>	- Park	- Crosslake Lumber Co.	- Misc. Purchases
<u>5R-14-83</u>	- Admin.	- Office Supply	- Misc. Office Supplies

SECONDED BY Councilman Allen.

Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Deputy Clerk requested information in regards to the advertisement of special meetings and should they also be printed in the Brainerd Daily Dispatch. The council felt that the legal paper was sufficient.

Request for approval to shoot and display fireworks on the 4th of July, 1983 from the Crosslake Area Chamber of Commerce. MOTION NO. 5R-15-83 was introduced by Councilman Anderson that the Crosslake Area Chamber of Commerce be given a permit to shoot and display fireworks on the 4th of July, 1983. SECONDED BY Councilman Arends. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Request for permit to operate a concession stand in the City of Crosslake from Kenny Roach brought discussion about the unit, State Licensing of such unit, and what regulations and restrictions of City licensing should be placed on such a unit or whether such a unit be permitted at all. A model ordinance is being sent by the League of MN. Cities that should help the council with their regulations and restriction of such units of operation. MOTION NO. 5R-16-83 was introduced by Councilman Nelson that we table this decision on concession stands until we get the model ordinances to work from. SECONDED BY Councilman Anderson. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

MAYOR'S REPORT - Mayor Bieber made an overall review of the Police Department Committee established and the areas they are working on within the Police Department. Their progress on the control of the Police Department takes in such items as: Police Dept. officer report on their duties to the City of Crosslake and this report will be the discussion for their next meeting May 10; monthly reports outlining the activities the Police Department are involved in. Report of hours on each individual Police officer; schedule of each Police Officer's proceeding month; Police Department report of calls answered and a report on their gas usage each month. This type of reporting will be placed on record and will be reported at each monthly meeting and be kept on file in the Clerk's office as confidential information.

The Mayor spoke briefly on the City Employee Personnel Files and that a concerted effort be given to put together employee records.

The Crosslake/Ideal Lion's Club request for ticket jars in local bars was briefly mentioned. Mayor Bieber stated that the County Attorney Stephen C. Rathke stated that he received a letter from the Attorney Generals office and states that it backs his conclusion of the legality of ticket jars. The Mayor stated that we did approve this and feels we should close the issue unless something would come up that would go against the Attorney Generals office. Councilman Arends suggested that we should have a copy of the letter sent to County Attorney Rathke from the Attorney Generals office on hand here.

The bill from Widseth-Smith Nolting and Assoc., Inc. was mentioned and will be brought up under Road Commission Report.

Mayor Bieber touched on the City of Crosslake's bank accounts and that something should be done to streamline these accounts. This situation should be brought up at the financial meeting to be scheduled.

Ambulance compensation from outlining communities serviced was a subject of concern to the Mayor and is to be reported on by Public Safty Chairman, Mr. Leo Fraser.

MAYOR'S REPORT - CONTINUED:

The State again sent a request to the City for the vehicles to burn alcohol gas. Cost of change over was considered and presented for thought.

A symposium planned on Local Government Computer was presented with the thought that it should maybe be attended by Clerk/Treasurer Anthony V. Mayor or Dep. City Clerk Diana A. Gallaway with the dates scheduled for July 26 - 28 and to take place in Duluth, MN.

The Pequot School is meeting to try and formulate ideas for programs and to make recommendations for new classes and programs on May 16 at 3:30 P.M. Would like someone from the Council to attend if possible and get input on this information.

The Minnesota Pollution Control Agency has advised municipalities that they are going to have a meeting in Roseville, MN. regarding rules pertaining to Pollution Control in municipalities.

Mayor Bieber received input back from most of the State Officers in St. Paul about the proposed cut in revenue from \$26,000. to \$17,000. The overall view is that they will be looking out for our best interest but there was not much they can do.

COMMISSION REPORTS

BUILDINGS - Councilman Nelson reported that new screens have been placed on the windows at the City Hall. New locks and keys have been installed at the City Hall's front door, Police Department, Planning and Zoning Department and the Clerk's office. These keys are stamped with DO NOT COPY and classified as department with a letter of identification and number for disbursement. More keys are still required for City Hall as the following: Front door keys: Mr. Bob Leonard, part-time Police Officer, Mr. Dick Delmonico, The Garden Club, Mr. Jan Mezzenga, and Mr. Robert Garin. Police Department: Mr. Dick Delmonico, Pat Hoag and Mr. Bob Leonard. MOTION NO. 5R-17-83 was introduced by Councilman Anderson that we give the necessary keys to Mr. Dick Delmonico for the front door and the Police Department. SECONDED BY Councilman Allen. Discussion followed regarding the presenting of a key to Mr. Delmonico and was explained that he is the head of the auxillary volunteer police officers and should have access into this department. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried. MOTION NO. 5R-18-83 was introduced by Councilman Anderson that we give the Garden Club, Mr. Robert Garin, Fire Chief, and Mr. Jan Mezzenga keys to the front door. SECONDED BY Councilman Nelson. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

CEMETERY - Councilman Arends stated that there is nothing to report but that Mr. Pat Hoag cleaned the cemetery for the Memorial Weekend.

FUNDING & FUTURE DEVELOPMENT - Mr. Tom Herschback presented to the council the results of the Public Hearing on May 7 at the Community Center. Mr. Herschback stated that in regards to the Comprehensive Plan it received no comment. The Proposed Zoning Ordinance met with a number of inconsistencies which are going to be corrected. The proposed rezoning of the City of Crosslake met with much comment, suggestions,

COMMISSION REPORT'S - FUNDING AND FUTURE DEVELOPMENT - CONTINUED:  
and protests that will be reviewed. Mr. Herschback stated that there will be another public hearing scheduled. Mayor Bieber interjected at this time that on May 20 there will be a Planning & Zoning Commission meeting and the information gathered at the Public Hearing of May 7th will be discussed.

PARK - Councilman Anderson reported to the council on the Park Commission's April 12th meeting and that this Commission is working on the Employee Policy Manual and formulating a job description for the Park Director position. This job description will be presented at the next Park Board meeting. Mayor Bieber interjected that with the work being done on the Police Department employee guidelines and control that any work done on the Employee Policy Manual would be in duplicate and that the changes made within the Police Department would be able to work for other departments. The Mayor did feel that they should have each employee write out a statement stating just what their job is to the City of Crosslake.

Councilman Anderson presented the status on the sprinkler system proposed for the Community Center. A price on materials was received from 3M company of \$3,000. and was felt that this price on materials should be accepted as it included a 5 horse pump and included a layout of where everything was to go. The material list submitted by Mr. Bill Haiser was for \$2728. but it included no set of plans and only a 2 horse pump with a difference in price of \$272.00. MOTION NO. 5R-19-83 was introduced by Councilman Allen that the council go on record of approving the \$3,000. for materials purchased by 3M for the Community Center sprinkler system with the installation to be done by the Men's Softball Assoc. SECONDED BY Councilman Anderson. Discussion followed as to where the expense should be taken from and the additional cost of wiring was presented and an approximate cost figure of \$248.00 was proposed on the sprinkler system electrical work with a figure of \$3,250. proposed to complete the whole project of the Community Center sprinkler system. Councilman Allen requested permission to restate his motion. MOTION NO. 5R-19-83 was restated by Councilman Allen to say that the council go on record of approving \$3,250.00 for 3M materials and include the electrical cost required to install the Community Center sprinkler system with the Men's Softball Assoc. doing the installation. SECONDED BY Councilman Anderson. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Ms. Pat Felber announced to the public and the council the Park's 3rd Annual 'DAM RUN' and requested interested volunteers. Stated too was that it will be advertised in the Echo paper and the Shopper.

Councilman Anderson addressed the lack of attendance to classes scheduled at the Community Center and that the Park Board is requesting input on what classes the community would propose for Fall, Winter and Spring. Mayor Bieber interjected that someone should represent this City at the Pequot School and receive input on the ideas submitted for their input for new classes and programs. Ms. Felber stated that she would be attending this meeting and agreed to represent the City of Crosslake.

Councilman Anderson also reported that the Park Board voted in favor of purchasing a new typewriter for the Park Director's office. Approval is being requested from the Council to purchase this typewriter at a cost of \$449.00. MOTION NO. 5R-20-83 was introduced by Councilman Anderson that we allow the Park to purchase for the Community Center a typewriter not to exceed \$449.00, with the expense to be taken out of Capital Outlay. SECONDED BY Councilman Nelson. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

MOTION NO. 5R-21-83 was introduced by Councilman Arends that we return the pump donated by Mr. Elmer Pearson with thanks and regrets that we could not use it. SECONDED BY Councilman Nelson. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Park Director, Patricia Felber expressed her thanks to everyone who came and participated in the play this past weekend. \$700.00 will be donated and placed towards equipment and play ground equipment.

PUBLIC SAFETY - Mr. Leo Fraser, Public Safty Commission Chairman, reported that the part-time Police Officer, Mr. Bob Leonard is on the job now until October 15, 1983. The car situation was examined in detail and determined that repairs should be considered for the 1978 Ford and the 1979 Dodge. Total repair on both cars should cost approx. \$2,520. to service and make ready. Discussion continued as to the cost of a new vehicle; the estimates and that more should be received and from where they should be received; and from which budget the cost for repairs should be taken. MOTION NO. 5R-22-83 was introduced by Councilman Arends that we appropriate \$2,500. from the auto expenses/maintenance account to fix up the two cars (1978 Ford and 1979 Dodge) of the Police Department and costs not to exceed \$2,600. and that the estimates be received by three or more establishments with the 1978 Ford to be kept as a spare. Discussion followed this motion in regards to the 1978 Ford be kept as a spare and the concern of the extra miles placed on the other two vehicles. SECONDED BY Councilman Nelson. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Chairman Leo Fraser requested Council approval for the Fire Department to advertise for bids on the Equipment Van with the cost to be paid from the 1984 budget. Was stated that \$13,300. was approved and set aside already on the Equipment Van and the reason they want to advertise for bids now is so that the money will be appropriated in the 1984 budget. MOTION NO. 5R-23-84 was introduced by Councilman Nelson that we advertise for bids on a Fire Department Equipment Van by July with the understanding that no delivery will be accepted until 1984. SECONDED BY Councilman Allen. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Mr. Fraser stated that the next meeting agenda item will be the Ambulance compensation from communities receiving service. Meetings with the representatives of the surrounding communities will be established once they put together the information needed.

PLANNING & ZONING - Councilman Arends requested approval from the Council on the addition of Echo Ridge. MOTION NO. 5R-24-83 was introduced by Councilman Arends that on the recommendation of the Planning and Zoning Commission that approval be given to Echo Ridge to complete their rebuilding program and the addition. SECONDED BY Councilman Anderson.

Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

ROADS - Councilman Arends reported on the elected officers of the Road Commission as Mr. Walter C. Kocon, Chairman and Mr. Dean Eggena, Vice Chairman.

Bids were opened regarding the planks needed for the Melinda Bridge and were read as:

Crosslake Lumber: \$2,325. with delivery

Build-All Const.: \$2,271.10 plus \$100. delivery charge.

Was announced that the Road Commission will meet the fourth (4th) Wednesday of each month at 7:00 P.M.

Mayor Bieber addressed the problems that seem to exist regarding the Ox Lake Landing Resolution passed by the last Council and the statement of \$9,590. received from Widseth Smith Nolting and Assoc. for engineering work completed on the road. Mayor Bieber presented that the City of Crosslake has taken the responsibility of not only the road into the project but the road actually in the project. Suggests that a meeting take place with the representatives from Coffman and make right the situation of this project. With all the roads needing repair and replacement this situation should be remedied and a special attorney should be engaged to handle the legal end of this situation. MOTION NO. 5R-25-83 was introduced by Councilman Nelson that the Mayor of Crosslake, Mr. Fred Bieber make arrangements to bring a special attorney familiar in handling such a situation as the Ox Lake Landing Road. SECONDED BY Councilman Anderson. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Councilman Arends stated that Chairman Kocon and Mr. Eggena will submit information on funding the new roads. New road construction will be a top priority.

TELEPHONE - Councilman Allen requested approval to purchase the computer to be used by the Telephone Company and the City of Crosslake at a cost of \$40,675. and the cost coming totally from the Telephone Company funds. Discussion followed regarding the materials and software of this computer. MOTION NO. 5R-26-83 was introduced by Councilman Allen that the council approve the recommendation of the Telephone Commission to purchase the computer at a cost of \$40,675. and that the computer not only be used for the Telephone Company but made available to the City of Crosslake. SECONDED BY Councilman Nelson. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Councilman Allen also requested approval to purchase 2500 ft. of cable to replace damaged cable. MOTION NO. 5R-27-83 was introduced by Councilman Anderson that 2500 ft. of cable be purchased at a price not to exceed. \$1.00/ft. SECONDED BY Councilman Allen.

TELEPHONE COMMISSION REPORT - CONTINUED:

Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

Councilman Allen requested approval to purchase eleven (11) line cards - which produce a dial tone - at a cost of \$5,368.21.

MOTION NO. 5R-28-83 was introduced by Councilman Nelson that the Telephone Company be allowed to purchase eleven (11) line cards at \$5,368.20. SECONDED BY Councilman Anderson.

Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.

COMMITTEE REPORTS

CITIZEN'S ADVISORY - Ms. Libby Andolshek reported their next meeting date to be May 16, 1983, 7:30 p.m. with the subject to be discussed, the Ambulance. Special visitor's will be Mr. Terry Moberg, Brainerd Ambulance Service and Mr. Robert Garin, Crosslake Ambulance Service. Last months meeting was reported on regarding the roads but in no detail.

POLICE DEPARTMENT - Police Chief John Backdahl expressed correction of complaints reported for January through April as 161 instead of 61. Speed Zone's on Daggett Pine Road are in place and that four (4) other areas of the City are also in need of speed zone signs and a program should be established for the purchase of these signs. Councilman Anderson suggested a one a year program.

Concern was expressed regarding the littering in Crosslake and the Police Departments involvement in putting an end to it. Misdemeanor signs against littering were suggested as well as public involvement. Was suggested that prices be collected and brought back to the council at the next meeting.

Police Chief Backdahl presented the City Disaster Preparedness Plan for signature and forwarding.

MOTION NO. 5R-29-83 was introduced by Councilman Anderson that we adjourn at 10:34 P.M. SECONDED BY Councilman Arends. Upon roll call vote being taken all members of the council voted in favor of said motion and Mayor Bieber declared the motion carried.