

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MAY 10, 2004
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, May 10, 2004 at 7:00 P.M. The following Councilmembers were present: Mayor Darrell Swanson, Dean Eggena, Bettie Miller, Irene Schultz and Dick Phillips. Also present were City Administrator Tom Swenson, Community Development Director Ken Anderson, City Attorney Paul Sandelin, City Engineer Dave Reese, Public Works Director Ted Strand, Park and Recreation Director Jon Henke, Police Chief Bob Hartman, General Manager Dennis Leaser, Deputy Clerk Charlene Nelson and Lake Country Echo Reporter Betty Ryan. Clerk/Treasurer Darlene Roach was absent. There were approximately fourteen individuals in the audience not including Staff.

A. CALL TO ORDER – Mayor Swanson called the meeting to order at 7:00 P.M. and asked for a motion to accept the additions to the agenda. MOTION 05R-01-04 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN EGGENA TO APPROVE THE ADDITIONS TO THE AGENDA AS PRESENTED. MOTION CARRIED WITH ALL AYES.

B. CRITICAL ISSUES – None.

C. CONSENT CALENDAR - MOTION 05R-02-04 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DICK PHILLIPS TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR CONSISTING OF: (1.) MINUTES OF PUBLIC HEARING OF APRIL 12, 2004; (2.) MINUTES OF REGULAR COUNCIL MEETING OF APRIL 12, 2004; (3.) CROSSLAKE COMMUNICATIONS TELEPHONE AND CABLEVISION COMPANY STATISTICAL REPORT DATED MARCH 31, 2004; (4.) CITY MONTH END REVENUE REPORT DATED MARCH 31, 2004; AND (5.) CITY MONTH END EXPENDITURE REPORT DATED MARCH 31, 2004. MOTION CARRIED WITH ALL AYES.

D. PUBLIC FORUM – None.

E. MAYOR'S REPORT –

1. Proclamation of Poppy Days, May 14th and 15th, 2004 – Darlene Back of the American Legion Auxiliary Post 500 presented the Mayor with the first poppy of the event. Mrs. Back informed the Council that the poppy became the official flower of the American Legion during WWI. Mrs. Back thanked everyone who helped in last years fundraiser and noted that the money raised went towards helping area veterans and area veteran's families by donating robes and socks to the Pine River and Crosby nursing homes, offering senior meals for veterans, Christmas presents to veterans, donating a cart and a van to the St. Cloud VA

hospital. Money was also given to help fix up the Vets on the Lake Resort. The poppies are assembled by disabled veterans. Money raised from the poppy sale goes entirely to the veterans. Poppy cards are also available to purchase and this money goes to the veteran's families. Mayor Swanson concluded by proclaiming Friday and Saturday, May 14th and 15th, 2004 as Poppy Days in the City of Crosslake and urged citizens to wear a memorial Poppy as a symbol of their deep appreciation for the services rendered by our nation's veterans.

2. A letter dated May 5, 2004 from John Voelker of the MN DNR stated that the DNR currently holds a purchase option on a parcel of land for the purpose of providing expanded parking opportunities at the Cross/Duck Lake public water access site located on West Shore Drive and that the DNR would like public comment on the proposed acquisition before making a final decision. A concept sketch was attached for Council review. Mayor Swanson stated that he and Chief Hartman have met many times with the residents on West Shore Drive regarding the parking problem near the public access and that he would be in favor of the DNR acquiring this parcel of land so that an additional parking area could be constructed. MOTION 05R-03-04 WAS MADE BY BETTIE MILLER AND SECONDED BY IRENE SCHULTZ TO SUPPORT THE MINNESOTA DNR IN THE PROPOSED ACQUISITION FOR PUBLIC WATER ACCESS TO CROSS/DUCK LAKES ON WEST SHORE DRIVE. It was noted that an estimated 25 additional parking places would be created. MOTION CARRIED WITH ALL AYES.
3. Mayor Swanson stated that he received a copy of a letter addressed to Bob Mattson from John Voelker of the DNR regarding the Goodrich/O'Brien lake access. In the letter, John Voelker stated that the project is on track and that the public access should be open by next summer.
4. Mayor Swanson acknowledged the City logo that was painted on the wall behind him. Junior Girl Scout, 11-year old Angela Villella, addressed the Council at its last regular meeting and asked permission to paint the logo as a service in order to obtain the Bronze Award. The Council agreed that she had done a wonderful job and thanked her for her hard work.

F. CITY ADMINISTRATOR REPORT --

1. Bills for Approval - MOTION 05R-04-04 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN EGGENA TO APPROVE THE BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNTS OF \$53,785.89 AND \$43,705.79. MOTION CARRIED WITH ALL AYES.
2. A memo dated May 6th from Clerk Roach requested approval of the Charitable Gambling Permit for the Brainerd Lakes Area Chambers of Commerce to conduct a raffle as a fundraiser for the annual fireworks. Ruth Ann Hanson from the Chamber thanked the Council for their previous support and noted that C & C Boatworks and Shores & More Realty gave substantial donations to this year's event. Several packages will be available for raffle such as gold packages, gift certificates, etc. MOTION 05R-05-04 WAS MADE BY DEAN EGGENA AND

SECONDED BY DICK PHILLIPS TO APPROVE THE CHARITABLE GAMBLING PERMIT FOR THE BRAINERD LAKES AREA CHAMBERS OF COMMERCE TO CONDUCT RAFFLE ACTIVITY. Councilman Phillips questioned if the Chamber has permission to use the island for fireworks because the property was again owned by a private resident. Ruth Ann Hanson replied that the Chamber does have permission from the current owner to use the island, as long as it is not sold by the 4th of July. Hanson also noted that the fireworks display will take place on Saturday, July 3, 2004. MOTION CARRIED WITH ALL AYES.

3. The Central Lakes Youth Hockey Association requested the Crosslake City Council to renew the Charitable Gambling Permit to conduct gambling activity at Murrers Cedar Chest, Inc., The New Exchange, Zorbaz Restaurant and Andy's Restaurant within the City of Crosslake for the period of July 1, 2004 to June 30, 2006. MOTION 05R-05-04 WAS MADE BY DICK PHILLIPS AND SECONDED BY IRENE SCHULTZ TO ADOPT RESOLUTION 04-10 APPROVING THE RENEWAL OF THE CHARITABLE GAMBLING PERMIT FOR CENTRAL LAKES YOUTH HOCKEY ASSOCIATION TO CONDUCT GAMBLING ACTIVITY WITHIN THE CITY OF CROSSLAKE FOR THE PERIOD OF JULY 1, 2004 TO JUNE 30, 2006. John Engstrom of the Hockey Association stated that the charitable gambling makes it financially possible for all the kids to get on the ice. MOTION CARRIED WITH ALL AYES.
4. Included in the packets for Council information was a notice from the parents and guardians of the Pine River-Backus High School thanking for the support of Grad Blast 2004.
5. A memo dated 4/22/04 from Sheila Haverkamp regarding BLADC project activity reports for the months of January, February and March, 2004 was included for Council information.
6. Lakes State Bank Pledge Update dated April 2004 was included for Council information.
7. Lakewood Bank Pledge Update dated April 2004 was included for Council information.
8. Northern National Bank Pledge Update dated April 30, 2004 was included for Council information.
9. Included in the additions to the agenda were letters dated May 1, 2004 from Dr. Peter Henry and Thomas Prusak, President of St. Joseph's Medical Center regarding Dr. Henry leaving his full time practice at the Crosslake Family Clinic effective June 1, 2004. Mayor Swanson wished Dr. Henry well and stated that he will be missed. Dr. Henry will be available at the clinic on Tuesdays until a permanent full time physician is hired. Councilmember Schultz stated that she appreciated Dr. Henry's compassion when her husband passed away and added that there aren't very many doctors these days that would make a personal phone call like that.

G. COMMISSION REPORTS –

1. LIBRARY – Mayor Swanson informed the Council that he spoke with Representative Carrie Ruud earlier today and that she stated that the House of Representatives had already cut the library funding from the bonding package and it appeared that the Senate would make the same cut. Therefore, it would not be likely to receive any library funding from the State. Chair Alden Hardwick continued with an update on the Library Project. Mr. Hardwick stated that although the information from Representative Ruud was disappointing, it would now be up to the residents of Crosslake to raise the funds for a library. At summer's end, Mr. Hardwick thought the Committee would know whether or not the fundraising campaign was successful and whether or not they could proceed with the project. The Library is planning a "Luncheon Ala Literary" Fundraiser at Manhattan Beach Lodge on June 8, 2004 at 11:30 A.M. Tickets are \$20. There will be live music and themed table stations including Hats, Children Stories, Art and Rosemaling. The Library Committee also plans to have a joint book sale with the Art Club on Friday, August 13th and Saturday, August 14th. Set up day will be Thursday. Participate by donating books and/or purchasing books at the sale. The minutes of the April 26, 2004 Library Committee Meeting were included for Council information.

2. PLANNING AND ZONING –

- a. The minutes of the February 20, 2004 and March 26, 2004 Planning and Zoning Commission/Board of Adjustment Meeting were included for Council information.
- b. Memo dated May 7, 2004 from Ken Anderson recommended the City Council approve the acceptance of cash in lieu of land in the amount of \$8,986.00 for park dedication purposes for Metes and Bounds Subdivision 2004-002 submitted by James Kleinheinz. The Planning and Zoning Commission has approved the Metes and Bounds Subdivision and recommended that the Council accept cash in lieu of land for park dedication purposes. MOTION 05R-06-04 WAS MADE BY DEAN EGGENA AND SECONDED BY BETTIE MILLER TO ACCEPT CASH IN LIEU OF LAND IN THE AMOUNT OF \$8,986.00 FOR PARK DEDICATION PURPOSES FOR METES AND BOUNDS SUBDIVISION 2004-002 SUBMITTED BY JAMES KLEINHEINZ. MOTION CARRIED WITH ALL EYES. Mayor Swanson noted that the number of permits issued in Crosslake are being tracked in the computer system, however, due to staff shortages, the report is not available this month for Council review, as Ken Anderson is focusing his attention on serving the public. The Mayor wanted it noted that the City is continuing to grow. Mr. Anderson replied that that is an understatement.

3. SEWER –

- a. Due to the absence of Sewer Committee Chairman Dean Swanson, City Engineer Dave Reese updated the Council on the Sewer Project. He stated that the road paving projects on the collection system are almost complete, the pipe laying near County Road 3 and 66 would begin tomorrow and that

the entire collection system construction is expected to be completed by May 15th. Councilman Eggena asked if the plant would also be ready by May 15th. Dave Reese replied that the plant will be very close to being completed but that the target date for the plant is June 1st. Councilman Eggena asked if it would be possible to inform the affected property owners as soon as it becomes available, even though it would require many phone calls. Dave Reese replied that he should have a better idea of the completion date after he meets with the contractor on Wednesday. Tom Swenson noted that notices to the property owners regarding sewer hook up are ready to be mailed. Mayor Swanson stated that another update can be given to the Council at the special meeting scheduled for next week. Dean Eggena suggested that the City put the sewer updates on Channel 12 also. Councilman Phillips requested that Dave Reese state for the record that water flow from the river will remain forceful enough to carry the wastewater down the river. Dave Reese replied that the MPCA determines that. Dick Phillips questioned what would happen if the flow is not strong enough or if there is a dry year. Dave Reese replied that the plant will have the capacity to increase or decrease the amount of treated water emptied into the river. Mayor Swanson stated that more water comes out of the dam than anyone would expect. Dave Reese added that the MPCA permit requires intense control and sampling of the river water.

- b. A memo dated May 6, 2004 from Public Works Director Ted Strand requested approval to black top areas adjacent to the wastewater plant which were not included in the original specs. Councilman Phillips asked if there was enough money in the budget to do this. Ted Strand replied that there is enough money in the budget for this project. MOTION 05R-07-04 WAS MADE BY DICK PHILLIPS AND SECONDED BY IRENE SCHULTZ TO APPROVE THE PAVING OF THE AREAS ADJACENT TO THE WASTEWATER PLANT BY ANDERSON BROTHERS AT A COST OF \$6,984 AND AN ADDITIONAL AREA AT A TOTAL COST NOT TO EXCEED \$7,500. MOTION CARRIED WITH ALL AYES.
- c. A letter dated May 6, 2004 from WSN included Pay Request # 14 from KHC Construction. The contractor is requesting payment for work on coating (paint) systems that has been completed, startup training and reduction of retainage from 5% to 2.5%. This pay request in the amount of \$79,574.00 has been reviewed, certified and recommended for payment by WSN. MOTION 05R-08-04 WAS MADE BY IRENE SCHULTZ AND SECONDED BY BETTIE MILLER TO APPROVE PAY REQUEST NO. 14 FOR KHC CONSTRUCTION IN THE AMOUNT OF \$79,574.00. Councilmember Phillips asked why we would reduce the retainage from 5% to 2.5%. Dave Reese replied that over 90% of the work is complete and that this is a reasonable amount to request and added that the City still has over \$50,000 in retainage after this payment. Councilmember Phillips questioned if this is not a change to the contract that the City has with KHC, why does the Council need to make a motion to approve it. Tom Swenson noted that

all payments must be approved by the Council. Phillips stated that he still did not understand. THE MOTION CARRIED WITH ALL AYES.

- d. The minutes of the March 30, 2004 Sewer Committee meeting were included for Council information.
- e. Letter dated May 10, 2004 from WSN regarding CSAH 66 entrance at McCulloch property – During the course of the Crosslake sewer project, an existing driveway entrance (curb cut) to the property owned by Mr. “Mac” McCulloch was removed and subsequently not replaced. The entrance was not being used at the time of the construction, had no improved drive leading into the property from the access, and opened onto the bike path and adjacent lawn area. Mr. McCulloch has advised the City that he has no current plans for using the former entrance and does not see any immediate need to put it back now, but would appreciate that it be noted that the entrance existed previous to the sewer project and that he would be able to restore the entrance if needed in the future. Councilmember Eggena questioned who would be responsible to pay for the curb cut if he wanted it put back in today. Dave Reese replied that WSN had overlooked the replacement and would work with the City on the cost. Mayor Swanson suggested that the curb cut be put back in now. Dean Eggena agreed with the Mayor because it may cost more in the future to replace it. After the Mayor asked for his opinion, Tom Swenson stated that his only concern would be that it would be a noticeable patch. Dave Reese noted that Mr. McCulloch is not sure if he’ll even need the curb cut. Mayor Swanson urged that the curb cut be put in now or not at all and that a decision from Mr. McCulloch is needed. MOTION 05R-09-04 WAS MADE BY DICK PHILLIPS AND SECONDED BY BETTIE MILLER TO HAVE WSN REPLACE THE EXISTING DRIVEWAY ENTRANCE AT THE MCCULLOCH PROPERTY FRONTING ON CSAH 66 WITH FINAL APPROVAL FROM THE COUNTY ENGINEER, UNLESS MR. MCCULLOCH WRITES A LETTER TO THE CITY STATING THAT HE DOES NOT WISH TO HAVE THE CURB CUT REPLACED NOW OR IN THE FUTURE. MOTION CARRIED WITH ALL AYES. Tom Swenson asked who would be responsible for contacting Mr. McCulloch. Mayor Swanson replied that because it is part of the sewer project, WSN should make contact with Mr. McCulloch regarding the replacement of the curb cut.

4. PUBLIC WORKS –

- a. The minutes of the March 15, 2004 Public Works Commission meeting were included for Council information.
- b. Commission application from Carl Taubert – The City of Crosslake received a commission application from Carl Taubert requesting to be considered for the Public Works Commission. Tom Swenson mentioned that Mr. Taubert, a former mayor of a town of 2000, attended the last Public Works meeting and is familiar with road issues. If approved, the Public Works Commission would then have 5 regular members and 1 alternate. MOTION 05R-10-04 WAS MADE BY DICK PHILLIPS AND SECONDED BY DEAN

EGGENA TO APPROVE THE APPOINTMENT OF CARL TAUBERT TO THE PUBLIC WORKS COMMISSION AS A REGULAR MEMBER. MOTION CARRIED WITH ALL AYES. Councilmember Phillips thanked Mr. Taubert for coming forward and offering his services.

- c. A letter dated May 4, 2004 from WSN included Final Pay Estimate #2 from Tri City Paving, which consists of seeding, mulching and fertilizing. MOTION 05R-11-04 WAS MADE BY IRENE SCHULTZ AND SECONDED BY BETTIE MILLER TO APPROVE PAYMENT TO TRI-CITY PAVING IN THE AMOUNT OF \$6991.53 FOR THE 2003 ROAD PROJECTS. Dave Reese stated that the 5% retainage, which amounts to \$10,637.04, for all work completed to date is currently being held by the City until WSN is satisfied that the punch list items are finished and turf appears to be established. MOTION CARRIED WITH ALL AYES.
- d. Memo dated May 6, 2004 from Public Works Director regarding purchase of plow/sander/utility box for one-ton dump truck – Ted Strand informed the Council that he and his department attended a trade show in St. Cloud and reviewed with several vendors the City's requirements for outfitting the recently purchased one-ton truck. Aspen Equipment of Bloomington, an authorized vendor under the State of Minnesota Bid Program, quoted a price of \$23,970 for a plow, sander and utility box plus applicable taxes and delivery charges. Ted Strand stated that they were able to see this equipment at the trade show and that the total purchase price is under budget. MOTION 05R-12-04 WAS MADE BY DEAN EGGENA AND SECONDED BY DICK PHILLIPS TO APPROVE THE PURCHASE OF THE PROPOSED PLOW, SANDER AND UTILITY BOX FROM ASPEN EQUIPMENT IN THE AMOUNT OF \$23,970 PLUS APPLICABLE TAXES AND DELIVERY CHARGES. Ted Strand noted that the prices included in the quote are prices off of the State Bid. MOTION CARRIED WITH ALL AYES.
- e. The Public Works Commission is recommending approval of a resolution to advertise for bids for improvement to Edgewater Lane. MOTION 05R-13-04 WAS MADE BY DEAN EGGENA AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 04-11 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR EDGEWATER LANE. Tom Swenson noted that this project will include drainage improvements. Dave Reese put a sketch together and Paul Sandelin was directed to contact the affected property owners to obtain the necessary easements. MOTION CARRIED WITH ALL AYES.
- f. The Public Works Commission is recommending approval of a resolution to advertise for bids for improvement to Margaret Lane. MOTION 05R-14-04 WAS MADE BY DICK PHILLIPS AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 04-12 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR MARGARET LANE. Councilmember Eggena questioned if this road was approved as a 9-ton commercial road. Tom Swenson stated

that extra class 5 had been added to the road. Dave Reese replied that this road will have 1 lift of black top. In order to be sure that it was a 9-ton road, soil borings would need to be done. MOTION CARRIED WITH ALL AYES.

- g. The Public Works Commission is recommending approval of a resolution to advertise for bids for improvement to East Shore Boulevard. MOTION 05R-15-04 WAS MADE BY DEAN EGGENA AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 04-13 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR EAST SHORE BOULEVARD. Tom Swenson informed Dave Reese that a property owner on this road has drainage concerns and would like to set a meeting to go over the issues. Dave Reese would get the information from Tom after the meeting. MOTION CARRIED WITH ALL AYES.
- h. The Public Works Commission is recommending approval of a resolution to advertise for bids for improvement to Gendreau Road. MOTION 05R-16-04 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DICK PHILLIPS TO APPROVE RESOLUTION NO. 04-14 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR GENDREAU ROAD. Councilmember Eggena asked if this road is a 9-ton road. Dave Reese replied that there will be two lifts of black top, but there is no way to verify if it is 9-ton without soil borings. Reese added that if the City wants a certain standard, then investment in soil borings and testing will be needed. Councilmember Eggena stated that it would be silly for the businesses on this road not to receive deliveries because the road is not 9-ton. Tom Swenson added that there will be an additional 4-inches of class five plus two lifts of black top. Dave Reese stated that WSN always urges that soil borings be done, but that Crosslake has such good gravelly and sandy soil, that the City has opted not to do additional testing because they believe the roads are good. Councilmember Eggena questioned if most of the roads in Crosslake could be classified year-round roads. Dave Reese replied that yes, most roads could be year-round roads and that one can tell from past paving how well the Crosslake roads have done. Reese also cautioned that testing would not locate every problem area, as the borings are done randomly. MOTION CARRIED WITH ALL AYES.
- i. The Public Works Commission is recommending approval of a resolution to advertise for bids for improvement to Daggett Pine Road including a bike/pedestrian path. Tom Swenson stated that this project requires additional easements and that Councilmember Eggena has talked to the effected property owners to let them know what is needed by the City. WSN has put the legal descriptions together. Meetings with the property owners need to be set to discuss deeding versus granting easements as well as park dedication options. Councilmember Eggena suggested that a separate motion also be made to direct the City Attorney to acquire all the deeds from the property owners before the opening of bids, stating that the

City has 60 days from the bid opening on the 14th of June to award the bids. MOTION 05R-17-04 WAS MADE BY DEAN EGGENA AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 04-15 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR DAGGETT PINE ROAD. Councilmember Phillips questioned what the estimated cost of this project was. The improvement of Daggett Pine Road from the intersection of Ox Lake Landing to Daggett Lane including a bike/pedestrian path is estimated to cost \$534,000. Councilmember Phillips questioned whether the City had given enough public exposure on this project since the City is paying for this 100%. Dave Reese replied that public meetings were held at City Hall and the Community Center requesting public input on issues including which side of the road the bike path should be on, how wide the road should be, cost of first leg versus cost of second leg extending to Dream Island Road. Reese also noted that it is not required to have any public meetings if the City is paying for the project 100%. Councilmember Phillips stated that because there is not a safety issue on this road, he feels the City is spending too much at this time and questioned the timing and necessity of this improvement. Councilmember Eggena replied that Daggett Pine Road is worn out and the City shouldn't let their roads deteriorate. Eggena added that this project is more costly because it was not built correctly the first time and that just a black top overlay would not last. Ted Strand noted that Daggett Pine Road was built with the assumption that it would handle a small amount of volume. MOTION CARRIED WITH MAYOR SWANSON, IRENE SCHULTZ, DEAN EGGENA AND BETTIE MILLER VOTING AYE AND DICK PHILLIPS VOTING NAY. MOTION 05R-18-04 WAS MADE BY DEAN EGGENA AUTHORIZING THE CITY ATTORNEY TO OBTAIN EASEMENTS AND DEEDS FOR THE DAGGETT PINE ROAD PROJECT BEFORE JULY 9, 2004 (60 DAYS FROM TODAY) WITH THE ORDINANCE ALLOWING 30 MORE DAYS AFTER THAT DATE IF NOT COMPLETED. Tom Swenson stated that all the meetings should take place face-to-face with the property owners and this motion may delay the awarding of bids. Swenson questioned what would happen to the bids if 1 out of the 5 road projects is not ready to be awarded because easements are not in place. Dave Reese replied that the contractors would probably need to withdraw their bids, because Daggett Pine Road is a major part of the project. Tom Swenson informed the Council that the specs state that substantial completion is required by August 31, 2004. If the bid is not awarded until August 11th, the contractor would have a difficult time completing all the projects. Mayor Swanson assured the Council that because Dean Eggena has already spoken to the property owners, there should be no delay for Paul Sandelin to complete easements by June 14, 2004. IRENE SCHULTZ SECONDED THIS MOTION. MOTION CARRIED WITH ALL AYES.

- j. Letter dated May 7, 2004 from Michael O'Donnell regarding the Joint Maintenance Facility wash bay area – County Engineer Duane Blanck

addressed the Council to request approval of the construction of a wash bay addition. Duane Blanck did mention that with the passing of Councilman Miller, not much information has been passed on to the Council about this project and that Councilman Miller will be greatly missed. Because the project is currently \$300,000 under budget, it was decided by the Joint Powers Board to advertise for bids for the addition of a wash bay at the new Joint Maintenance Facility. Five bids were received ranging from \$107,500 to \$173,993. Mr. Blanck handed out to the Council a sketch of the proposed wash bay area. Mr. Blanck also noted that the trucks were washed outside this last winter and the ground became slippery and dangerous. MOTION 05R-19-04 WAS MADE BY BETTIE MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE THE ADDITIONAL CONSTRUCTION OF A WASH BAY AREA AT THE JOINT MAINTENANCE FACILITY AND ACCEPTING THE LOW BID AND AWARDING THE CONTRACT TO PAUL SANDBERG CONSTRUCTION OF BRAINERD IN THE AMOUNT OF \$107,500 CONTINGENT ON COUNTY BOARD APPROVAL. A discussion ensued regarding the equipment required for the wash bay. Duane Blanck stated that they will be able to make due with the portable equipment that they used last winter. Although the trucks will only be able to be washed one at a time, it is more important to wash the trucks indoors. MOTION CARRIED WITH ALL EYES. Councilman Phillips questioned if the sliding gate at the facility would be locked at night. Mr. Blanck replied that the facility will eventually be secured at night. Tom Swenson mentioned that after the County Board approves the construction of a wash bay, the City Attorney will need to review the contract between the City/County and Sandberg Construction. Mayor Swanson reviewed the McCulloch property curb cut issue with Duane Blanck and stated that the City would like to replace it immediately while the contractor is in town. Mr. Blanck explained that he has no problem with Mr. McCulloch having the curb cut replaced now or later, as long as there is no cost to the County. Mr. Blanck noted that the driveway is not centered on the property line and it should maybe be moved, however, it must be at least 100 feet from any existing exit.

5. PARK AND RECREATION –

- a. Park and Recreation Director Jon Henke announced that Donna Keiffer is again offering an Aerobics Class. This class is held Monday, Tuesday and Thursday mornings from 9:00 to 10:00 A.M. The session runs May 17th to June 24th. Cost for registration is \$36.00. MOTION 05R-20-04 WAS MADE BY IRENE SCHULTZ AND SECONDED BY BETTIE MILLER TO AUTHORIZE CONTRACTING WITH DONNA KEIFFER TO PROVIDE AN AEROBICS CLASS FROM MAY 17TH TO JUNE 24TH AT A COST OF \$330.60 WHICH REFLECTS THE CANCELLATION OF TWO CLASSES DURING THE LAST SESSION. MOTION CARRIED WITH ALL EYES. Jon Henke gave a big thank you to Dick Dietz and Gary Shaffer for once again conducting tax preparation at the Community

Center. This program is sponsored by AARP. This year Gary and Dick had 59 appointments. AAA is sponsoring another senior driving class June 23rd and June 24th from 9:00 A.M. to 1:00 P.M. This is the full eight-hour course for first time participants. Interested community members may call the center to receive the registration number for AAA. The Youth Boat Safety Class will once again be held at the Community Center June 16th and 30th from 9 – noon. Interested parents can call Sue at C & C Boat Works for more information. The Community Center is offering a Pilate's Class on Tuesday nights until June 15th. Cheryl Clark is the certified instructor for the class. The class will be held from 5:30-6:30 at the center. Chad Costello will again be offering tennis lessons at the park this summer. Lessons will start June 28th and are available for ages 4 and up. The Jr. Golf and Pizza League program was a huge success last year and will be offered again by the Crosswoods Golf Course and the Crosslake Park Department for children 16 and under. The first session is scheduled for June 21st. Participation fee for all 8 sessions is only \$80.00. Day passes are available for \$12.00. This fee includes instruction, golf and lunch. Registrations are available at Crosswoods Golf Course. The Fun in the Park program for children ages five to eight will be held June 15th, 17th, 22nd and 24th. Programming will include games, arts and crafts, stories and environmental activities. Pre-registration is required and is limited to the first ten children who register.

- b. Staff report dated May 6, 2004 from Jon Henke regarding engineering proposal for gymnasium floor replacement -- As Jon Henke passed around flooring samples to the Council, he explained that the Crosslake Park Department is planning on replacing the current gym surface inside the Community Center. Funds have been set aside in a reserve account for several years for this project. Kevin Donnay, Vice President of WSN toured the facility on April 8, 2004. The Park Department requested that WSN give the City a proposal for engineering services that would be required to perform the flooring replacement. Jon Henke added that many area schools are using this type of flooring material in their gyms and that WSN is assisting the Baxter School with the replacement of their gymnasium floor. The Park Department recommended approval of the proposal from WSN. Councilmember Phillips questioned if the engineering costs were included in the amount set aside in the reserve account and Jon Henke replied it was. MOTION 05R-21-04 WAS MADE BY IRENE SCHULTZ AND SECONDED BY BETTIE MILLER TO APPROVE THE ENGINEERING PROPOSAL FROM WSN WITH THE ADDITIONAL LANGUAGE OF A COST NOT TO EXCEED \$5,000 WITHOUT PRIOR COUNCIL APPROVAL. A lengthy discussion ensued regarding whether or not the services of WSN were needed to complete the project. Dean Eggena suggested that the flooring company may supply their own engineer to be on-site during the installation. Mayor Swanson listed the design services included in the proposal. It was the opinion of Councilmember Eggena that because this project is similar to putting down carpeting, it would be a waste

of money to pay WSN \$5,000. Because this flooring material is poured rather than laid, Jon Henke stated that he does not feel comfortable scheduling and overseeing the project and would urge the Council to hire WSN to oversee the project. Dick Phillips stated that he agrees with Jon Henke that he also would not feel comfortable overseeing a project using a product that he is unfamiliar with, but that the proposal from WSN seemed expensive. Mayor Swanson reminded the Council that the \$5,000 was already set aside in the budget. Irene Schultz and Bettie Miller were in favor of using WSN to oversee the project. Because Mayor Swanson stated that he would like to contact Jerry Walseth of the Brainerd School System to determine their reasons for hiring WSN for the installation of their gym floor, MOTION 05R-22-04 WAS MADE BY IRENE SCHULTZ AND SECONDED BY BETTIE MILLER TO TABLE MOTION 05R-21-04 UNTIL THE SPECIAL COUNCIL MEETING OF MAY 19, 2004. MOTION CARRIED WITH ALL AYES.

- c. The minutes of the April 26, 2004 Commission meeting were included for Council information.
6. UTILITIES - General Manager Dennis Leaser presented the Highlights Report for April 2004. Crosslake Communications has received its first request for Local Number Portability. This would allow residents to use their local 692 number for their cell phone number. The Utility Commission has re-advertised for bids for the replacement of the tower because the loading amount on the original bids was too small. A Joint Council/Utility Commission meeting has been scheduled for May 18th to present a business plan for becoming our own Internet Service Provider. Mr. Leaser noted that employee Larry Evenson received a 15 year service award at the April 27th Commission meeting. Dennis Leaser gave an update on the Victory Sports Channel. On Friday, May 7, 2004, the Minnesota Twins terminated their contract with Victory Sports and signed instead with Fox. The Minnesota Gophers also have contracts with ESPN and Victory Sports. Channel 38 is currently vacant and they are trying to sign a contract with Hallmark. The Cable TV Tracking Report was included in the packet for Council information.
 7. PUBLIC SAFETY - Police Chief Robert Hartman reported 125 calls in Crosslake and 33 calls in Mission Township in April. It has been the City's policy to have the County perform background checks on new employees and volunteers who work with children as well as applicants of liquor licenses. Tom Swenson stated that the County has tightened up their procedure because they are being audited by the State. Background checks are available through the BCA at \$15 per investigation. The proposed ordinance included in the packet and used by many surrounding towns would allow the County to continue processing background checks for the City of Crosslake at no charge. MOTION 05R-23-04 WAS MADE BY DICK PHILLIPS AND SECONDED BY DEAN EGGENA TO APPROVE ORDINANCE NO. 193 WITH PUBLICATION AMENDING CHAPTER 2 OF THE CITY CODE REGARDING BACKGROUND INVESTIGATIONS FOR EMPLOYEES AND/OR VOLUNTEERS FOR THE CITY OF CROSSLAKE. MOTION

CARRIED WITH ALL EYES. City Attorney Sandelin informed the Council that Ellen Longfellow at the League of Minnesota Cities will review the policy regarding two amendments to the Crosslake Police Department Policy Manual for tasers and cameras by the end of the week. Attorney Sandelin will forward this information to Tom Swenson when it is received. The Fire Department responded to seven medical calls, two fires, and five various other calls for a total of fourteen calls in April.

8. **ECONOMIC DEVELOPMENT AUTHORITY** – The minutes of the April 7, 2004 meeting were included for Council information.
9. **RECYCLING** – A total of 8.95 tons of recyclables were collected in April bringing the year-to-date total to 39.9 tons. Councilmember Phillips indicated that this amount is down from last year and would check with the new owner of Crosslake Roll-Off to see if the reporting has changed in any way.
10. **CHARTER SCHOOL** – Councilmember Schultz stated that David Skogland has been hired as the new administrator at the Charter School and will begin on July 1, 2004. Schultz attended the Science Fair on April 22nd and said it was very interesting. One student constructed a hover-craft and another tested the power of vinegar and baking soda to clean drains. Track and Field events will take place at the Community Center on May 18th and the last day of school for the students is May 27th.
11. **LONG RANGE CAPITAL PLANNING** – None.
12. **PERSONNEL COMMITTEE** – Memo dated May 7, 2004 from the Personnel Committee regarding recommendations –
 1. MOTION 05R-24-04 WAS MADE BY DICK PHILLIPS AND SECONDED BY IRENE SCHULTZ TO APPROVE BRUCE DOVENMUEHLE OF THE PUBLIC WORKS DEPARTMENT BE REMOVED FROM PROBATIONARY STATUS AND PLACED ON REGULAR FULL-TIME STATUS. MOTION CARRIED WITH ALL EYES.
 2. Jon Henke recommended to the Council that Terry Kinkaid be hired to the Park Maintenance position. Jon informed the Council that there were approximately 30 applicants for this position and that the Personnel Committee interviewed 15 of them. Mr. Kinkaid's background includes running the Roosevelt Resort in Emily for 30 years. MOTION 05R-25-04 WAS MADE BY BETTIE MILLER AND SECONDED BY IRENE SCHULTZ TO APPROVE THE HIRING OF TERRY KINKAID TO THE PARK MAINTENANCE POSITION ON STEP 6 OF THE 2004 UNION PAY SCHEDULE. MOTION CARRIED WITH ALL EYES.
 3. Although Planning and Zoning has been conducting interviews to fill two available positions in that department, no one has been hired as of yet. It was recommended by the Personnel Committee that Erik Lee be authorized to perform septic inspections to alleviate the burden for Ken Anderson of running the department alone. MOTION 05R-26-04 WAS MADE BY DEAN EGGENA AND SECONDED BY IRENE SCHULTZ THAT ERIK LEE BE

AUTHORIZED TO PERFORM SEPTIC INSPECTIONS AS A CITY EMPLOYEE FOR A FEE OF \$50.00 PER INSPECTION. MOTION CARRIED WITH ALL AYES. Tom Swenson pointed out that the City will try to be as accommodating as possible and that people shouldn't be surprised if Erik arrives for a septic inspection in his police uniform and squad car.

4. Dennis Leaser informed the Council that Wadena Technical College offers a very interesting intern program. Students can intern at a company for two months and learn a great deal of how a company runs. MOTION 05R-27-04 WAS MADE BY DICK PHILLIPS AND SECONDED BY IRENE SCHULTZ TO APPROVE THE HIRING OF TWO INTERNS AT CROSSLAKE COMMUNICATIONS FROM THE WADENA TECHNICAL COLLEGE TELECOMMUNICATIONS DEPARTMENT FOR A PERIOD OF TWO MONTHS AT A RATE OF \$8.50 PER HOUR. MOTION CARRIED WITH ALL AYES.

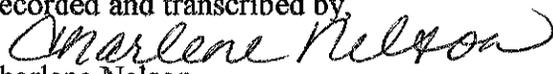
H. OLD BUSINESS – None.

I. NEW BUSINESS – A letter dated April 26, 2004 from WSN regarding wetland permits in the Crosslake downtown commercial district requested that the City should meet with the property owners on Swann Drive to discuss the expiration of the wetland permit and the installation of storm sewer. Dave Reese explained that WSN needs to know if the project will be driven by the property owners or by the City. Reese indicated that the assessments would be based on benefits. Cooperation with the property owners will be required. Mayor Swanson stated that everyone needs to be involved in this meeting and that the new Councilmembers should receive some background information on this issue. Councilmember Eggena urged that the storm sewer must be completed. Because Paul Sandelin and Dave Reese will be in Crosslake on May 19, 2004 for a Sewer Committee meeting, a Special Council meeting was scheduled for May 19, 2004 at 1:00 P.M. to continue discussion of the storm sewer in downtown Crosslake. Councilman Eggena requested that the Comprehensive Plan meetings start being scheduled again as Ken Anderson should have more staff in approximately a week. Ken Anderson replied that he could give the Council an update on staffing at the Special Council meeting scheduled for May 19th.

J. PUBLIC FORUM - None

K. ADJOURN – MOTION 05R-28-04 WAS MADE BY DEAN EGGENA AND SECONDED BY DICK PHILLIPS TO ADJOURN THIS REGULAR MEETING AT 10:02 P.M. MOTION CARRIED WITH ALL AYES.

Recorded and transcribed by


Charlene Nelson
Deputy Clerk

BILLS FOR APPROVAL

10-May-04

VENDORS	DEPT	AMOUNT
Ace Hardware, batteries	PW	7.66
Ace Hardware, stapler, marking spray	PW	48.83
B & B Products, install video camera	Police	978.20
Bladeteck, taser holster	Police	55.95
Brandanger Office Supply, poster paper and laminating sheets	Cemetery	99.58
Cascade Computers, clean p&z computers	P&Z	245.00
Cellular One, cell phone charges	Police	202.27
Council #65, union dues	ALL	142.11
Crosslake Communications, phone, fax, cable, internet	ALL	1,062.54
Crosslake Polaris, saw chains, spark plug	PW	20.71
Crosslake Polaris, bar oil	PW	31.37
Crosslake Rolloff, recycling	Recycling	2,450.00
Crow Wing County Highway Dept, fuel	ALL	1,030.61
Crow Wing County Treasurer, m100 maintenance agreement	Elections	150.00
Crow Wing County Treasurer, e911 addresses	Gov't	50.00
Crow Wing Power, electric service	ALL	2,839.23
Dacotah Paper, can liners, towels, tissue	P&R	184.18
Darlene Roach, reimburse petty cash	ALL	151.42
Deferred Comp	ALL	491.66
Delta Dental, dental insurance	ALL	1,086.45
East Side Oil, recycling filters	Recycling	50.00
Echo Publishing, ordinance 191	P&Z	28.13
Fastenal, safety vests	PW	128.89
Fortis, disability	ALL	236.42
Greg Larson Sports, aerosol paint	P&R	117.13
Holiday Station, fuel	Fire	152.19
Ideal Contractor Supply, safety vests	PW	87.83
Infratech, sewer equipment	Sewer	4,291.88
Isco, sewer equipment	Sewer	844.75
Jefferson Fire & Safety, firepower hose	Fire	712.00
Johnson, Killen & Seiler, march services	Gov't	148.00
LMCIT, self insured accident plan for volunteers	Gov't	274.00
Mastercard, Best Western, lodging for class	Police	245.28
Mastercard, Sjodin funeral expenses	Cemetery	147.03
Mastercard, Green Mill, meal for class	Police	13.10
Mastercard, Home Depot, twine, carts, wood lath	Cemetery	213.68
Mastercard, meal during city audit	Admin	36.95
Mastercard, Green Mill, meal for class	PW	27.04
Mastercard, Red Lobster, meal for class	Police	24.97
Mastercard, Video Plus, sentence to serve	PW	49.37
Mastercard, Walmart, fun in the park supplies	P&R	105.80
Medica, health insurance	ALL	10,929.62
Midwest Radar & Equipment, radar certification	Police	180.00
MN Benefits	Admin	100.92
MN Chiefs of Police Assn, uniform	Police	25.00

ADDITIONAL BILLS FOR APPROVAL
10-May-04

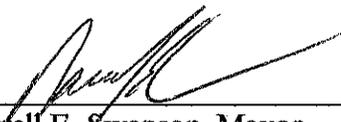
VENDOR	DEPT	AMOUNT
Ace Hardware, couple	PW	1.47
Ace Hardware, miscellaneous hardware	PW	46.30
Ameripride, mats	PW	97.55
Better Forests Magazine, two year subscription	P&R	32.00
Blue Lakes Disposal, trash removal	P&R	49.73
Chief Supply, battery	Police	58.49
Echo Publishing, employment ad	P&R	29.00
Echo Publishing, employment ad	P&R	18.00
Echo Publishing, employment ad	P&Z	58.00
Echo Publishing, employment ad	P&Z	36.00
Echo Publishing, employment ad	P&R	18.00
Echo Publishing, employment ad	P&R	29.00
Echo Publishing, cemetery information	Cemetery	23.00
Echo Publishing, cemetery information	Cemetery	23.00
Echo Publishing, ordinance 191	P&Z	31.25
Echo Publishing, ordinance 192	Sewer	25.00
Ideal Contractor Supply, reflective cones	PW	293.30
Matrx, breathsaver bag	Police	129.93
Medtox, drug of abuse screen	PW	61.50
MN Telecom Alliance, safety training	Gov't	2,530.00
Nautilus, walkbelt stairmaster	P&R	238.55
Pequot Auto Parts, idler	PW	19.77
Viking Industrial North, ear plugs, ear muffs, vests, gloves	PW	358.07
Widseth Smith Nolting, engineering fees	ALL	39,498.88
TOTAL		43,705.79

CITY OF CROSSLAKE

RESOLUTION NO. 04-10

The Crosslake City Council at its May 10, 2004 Regular Council Meeting approved the renewal of the Charitable Gambling Permit for Central Lakes Youth Hockey Association to conduct gambling activity at Murrers Cedar Chest, Inc., New Exchange, Zorbaz Restaurant and Andy's Restaurant within the City of Crosslake for the period of July 1, 2004 to June 30, 2006.

Adopted this 10th day of May, 2004.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator

CITY OF CROSSLAKE

RESOLUTION NO. 04-11

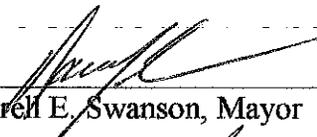
RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on February 24, 2004, the City Engineer, Wiseth Smith Nolting has prepared plans and specifications for the improvement of Edgewater Lane within Lindquist Addition and adjacent to Block One, Lots 1 through 8 and has presented such plans and specifications to the Council for approval.

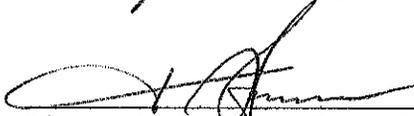
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

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, and shall state that bids will be received by the Clerk/Treasurer until 11:00 A.M. on June 11, 2004, 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 June 14, 2004, 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 Clerk/Treasurer 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 10th day of May, 2004.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator

CITY OF CROSSLAKE

RESOLUTION NO. 04-12

RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on February 9, 2004, the City Engineer, Wisdeth Smith Nolting has prepared plans and specifications for the improvement of Margaret Lane from the intersection of C.S.A.H. 66, west and south, to the end of the cul-de-sac and has presented such plans and specifications to the Council for approval.

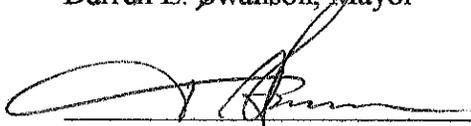
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

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, and shall state that bids will be received by the Clerk/Treasurer until 11:00 A.M. on June 11, 2004, 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 June 14, 2004, 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 Clerk/Treasurer 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 10th day of May, 2004.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator

CITY OF CROSSLAKE

RESOLUTION NO. 04-13

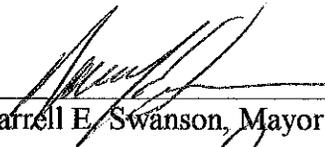
RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on February 9, 2004, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of East Shore Boulevard from the intersection of East Shore Road, north, to the end of the road and has presented such plans and specifications to the Council for approval.

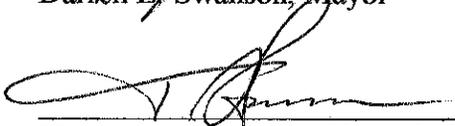
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

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, and shall state that bids will be received by the Clerk/Treasurer until 11:00 A.M. on June 11, 2004, 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 June 14, 2004, 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 Clerk/Treasurer 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 10th day of May, 2004.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator

CITY OF CROSSLAKE

RESOLUTION NO. 04-14

RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on February 9, 2004, the City Engineer, Wiseth Smith Nolting has prepared plans and specifications for the improvement of Gendreau Road from the intersection of C.S.A.H. 36, south, to the intersection of Shafer Road and has presented such plans and specifications to the Council for approval.

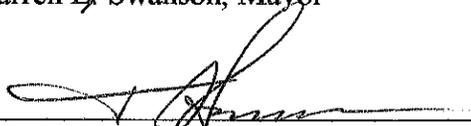
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

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, and shall state that bids will be received by the Clerk/Treasurer until 11:00 A.M. on June 11, 2004, 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 June 14, 2004, 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 Clerk/Treasurer 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 10th day of May, 2004.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator

CITY OF CROSSLAKE

RESOLUTION NO. 04-15

RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Motion passed by the Council on February 9, 2004, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Daggett Pine Road from the intersection of Ox Lake Landing to Daggett Lane including a bike/pedestrian path 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, and shall state that bids will be received by the Clerk/Treasurer until 11:00 A.M. on June 11, 2004, 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 June 14, 2004, 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 Clerk/Treasurer 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 10th day of May, 2004.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator