

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MAY 11, 2015
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, May 11, 2015. The following Council Members were present: Mayor Steve Roe, Gary Heacox, Mark Wessels, Dave Schrupp, and Brad Nelson. Also present were City Administrator/Consultant Dan Vogt, Finance Director/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Police Chief Bob Hartman, Park and Recreation Director Jon Henke, Crosslake Communications Local Manager Debby Floerchinger, City Attorney Brad Person, City Engineer Dave Reese, Northland Press Reporter Kate Perkins and Echo Publishing Reporter Dan Determan. There were approximately six people in the audience.

- A. CALL TO ORDER** – Mayor Roe called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 05R-01-15 WAS MADE BY BRAD NELSON AND SECONDED BY STEVE ROE TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.
- B. CONSENT CALENDAR** – MOTION 05R-02-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:
1. SPECIAL COUNCIL MEETING MINUTES OF APRIL 13, 2015;
 2. REGULAR COUNCIL MEETING MINUTES OF APRIL 13, 2015;
 3. LOCAL BOARD OF APPEAL AND EQUALIZATION MEETING MINUTES OF APRIL 17, 2015;
 4. CITY – MONTH END REVENUE REPORT DATED APRIL 2015;
 5. CITY – MONTH END EXPENDITURES REPORT DATED APRIL 2015;
 6. APRIL 2015 BUDGET TO ACTUAL ANALYSIS;
 7. PLEDGED COLLATERAL REPORTS FROM MIKE LYONAIS;
 8. CROSSLAKE COMMUNICATIONS CUSTOMER COUNTS;
 9. POLICE REPORT FOR CROSSLAKE – APRIL 2015;
 10. POLICE REPORT FOR MISSION TOWNSHIP – APRIL 2015;
 11. FIRE DEPARTMENT REPORT – APRIL 2015;
 12. NORTH AMBULANCE RUN REPORT – APRIL 2015;
 13. EDA MEETING MINUTES OF MARCH 10, 2015;
 14. EDA MEETING MINUTES OF APRIL 1, 2015;
 15. PLANNING AND ZONING COMMISSION MEETING MINUTES OF MARCH 27, 2015;
 16. CROSSLAKE ROLLOFF RECYCLING REPORT FOR APRIL 2015;
 17. WASTE PARTNERS RECYCLING REPORT FOR MARCH 2015;
 18. APPROVAL OF UPGRADED INTERNET SERVICE CONTRACT WITH CROSSLAKE COMMUNICATIONS;
 19. RESOLUTION NO. 15-09 TO ADOPT FOR RENEWAL EXISTING LIQUOR LICENSE ESTABLISHMENTS FOR 2015-2016;
 20. BILLS FOR APPROVAL IN THE AMOUNT OF \$117,632.32;
 21. PLANNING AND ZONING MONTHLY PERMIT STATISTICS; AND
 22. ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$13,475.99.

MOTION CARRIED WITH ALL AYES.

- C. PUBLIC FORUM** – Pat Netko of the Fireworks Committee announced that the Fireworks Display will be held on Friday, July 3, 2015 at dusk. Ms. Netko thanked the City and a private donor for contributions to the cost of the fireworks and thanked C&C Boatworks and Joel Knippel for building a float to launch the fireworks from, should the island ever become unavailable. Ms. Netko reported that donation cans are at local businesses.

Alden Hardwick of the PAL Foundation presented the 3rd Annual Crosslake Cabin Calendar which runs from May to May and lists all the events in the Crosslake area. Mr. Hardwick thanked Kelli Engstrom, Jess Eide, Richard Elmquist, Jon Henke and Cindy Myogeto for their help in making the calendar.

D. MAYOR'S REPORT –

1. Mayor Steve Roe presented a 20-Year Service Award to Police Chief Robert Hartman and thanked him for his faithful, devoted and valuable service given to the City of Crosslake.
2. The Council reviewed a funding request from the Paul Bunyan Scenic Byway Association and Mayor Roe asked the Council to consider making a contribution to the organization even though it has not been budgeted. The City has contributed to the organization in the past, however, not since 2012 in the amount of \$500. Kate Perkins of the PBSBA reported that funding was low this year so the organization sent funding requests to past members. MOTION 05R-03-15 WAS MADE BY STEVE ROE AND SECONDED BY BRAD NELSON TO AUTHORIZE PAYMENT OF \$200 FOR MEMBERSHIP FEE TO THE PAUL BUNYAN SCENIC BYWAY ASSOCIATION TO BE DEDUCTED FROM THE CITY COUNCIL PORTION OF THE BUDGET. MOTION CARRIED WITH ALL AYES.
3. MOTION 05R-04-15 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO APPOINT JOHN PRIBYL AS MEMBER TO THE PUBLIC WORKS COMMISSION TO FILL A VACANT POSITION WITH A TERM EXPIRING 1/31/16. MOTION CARRIED WITH ALL AYES.
4. Mayor Roe reported that any resident who missed the Local Board of Appeal and Equalization Meeting and still had questions about their property value should call Gary Griffin of the Crow Wing County Land Services Department at 218-824-1010.

Mayor Roe announced that the Crosslake Community School would be holding a fundraiser on June 4, 2015 at Moonlite Bay.

E. CITY ADMINISTRATOR'S REPORT

1. David Drown of David Drown and Associates appeared before the Council with an update to Capital Improvement Financing. Mr. Drown met with City Administrator/Consultant Dan Vogt, Finance Director/Treasurer Mike Lyonais, Public Works Director Ted Strand, and City Engineer Dave Reese to obtain upcoming road project information and financial information. Mr. Drown presented charts and graphs comparing the City tax rate, tax base, and property tax to area cities and Minnetonka. Mr. Drown stated that Crosslake is in a good financial position to pay for future projects with cash and some short-term debt, if the Council commits to a steady tax levy. The tax levy will likely continue to show inflationary adjustments due to increased property valuations but the tax rate should stay the same. Mr. Drown encouraged the Council to establish a Capital Fund for road improvements that can

be used in the future to pay cash for smaller projects. Mayor Roe was concerned about committing future Councils to this plan. Dan Vogt and David Drown will work together to create a policy outlining the process to establish a Capital Fund and maintaining funds for future road projects.

2. Dave Schrupp reported that a meeting was held on April 20th and in attendance were Dan Vogt, Mark Wessels, Mike Lyonais, Dave Reese, Ted Strand, Brad Person and himself. The meeting was requested by Mayor Roe to continue discussions regarding Judy Connell's request to have the City take over ownership and maintenance of Pine Lure Drive. The consensus of the group was that this project could create added costs and liability issues to the City. The group felt that the City needed input from the other landowners along the road and that the City should help the residents if they choose to bring the road to City standards. Steve Roe and Dave Schrupp reported that some property owners on Pine Lure Drive are not in favor of improving the road. Mr. Roe suggested that the landowners form a group to either buy the road from the Connells or to petition the City to upgrade the road. A lengthy discussion ensued regarding the City's obligation to take over the road. Jason Connell addressed the Council and stated that the main issue at this time is ownership of the road, not maintenance. Dave Reese reported that a rough estimate to upgrade the mile long road was \$400,000. MOTION 05R-05-15 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO TAKE NO ACTION ON ACQUIRING OR UPGRADING PINE LURE DRIVE. MOTION CARRIED WITH ALL AYES.

F. COMMISSION REPORTS

1. CROSSLAKE COMMUNICATIONS

- a. Crosslake Communications Local Manager Debby Floerchinger presented the highlights report for April 2015. Technicians have been focused on the County Road 36 project. Staff is working with CTC staff in making visits to the business customers to review their accounts and offer assistance. The AT&T proposal to rent land for a generator has been put on hold. The Strategic Planning Meeting on April 28th was well received by the Council and Advisory Board. Mark Wessels stated that the presentation on the 28th was fabulous and wished that the whole town could have seen it.

2. PUBLIC WORKS/SEWER/CEMETERY –

- a. Ted Strand asked that the first item relating to the purchase of a mower be tabled.
- b. Ted Strand asked the Council for direction regarding the crack sealing of roads this summer. Mr. Strand has \$25,000 in the budget for this project but the roads are in worse condition than he had planned for. Mr. Strand could easily spend double that amount. MOTION 05R-06-15 WAS MADE BY GARY HEACOX AND SECONDED BY MARK WESSELS TO DIRECT STAFF TO CRACK SEAL THE ROADS AS NEEDED AND TO HAVE MIKE LYONAI'S REPORT TO THE COUNCIL WHERE THE FUNDS WERE TAKEN FROM TO PAY FOR THE PROJECT. MOTION CARRIED WITH ALL AYES.

3. PARK AND RECREATION/LIBRARY

- a. Jon Henke reported that that Community Center has new hours: Monday-Thursday 5:00 AM – 9:00 PM, Friday 5:00 AM – 8:00 PM, Saturday and Sunday 8:00 AM – 4:00 PM. A refresher course for AAA senior driving will be offered May 14th. Local veterans that

participate regularly in the senior nutrition program will be honored with a Quilt of Valor on May 20th at 11:00 AM. The annual plant sale will take place May 30th. The Hardanger Fiddle Group will perform traditional dance music from Norway on May 14th at the Library. Trail rides are available on Wednesdays throughout the summer.

4. PERSONNEL COMMITTEE

- a. MOTION 05R-07-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE REMOVING HEAVY EQUIPMENT/SEWER OPERATORS NATE DESHAYES AND JOE CHASE FROM PROBATIONARY STATUS, TO MOVE NATE DESHAYES FROM STEP 7 (\$17.96) TO STEP 8 (\$18.77) ON THE AFSCME UNION CONTRACT EFFECTIVE APRIL 20, 2015 AND TO MOVE JOE CHASE FROM STEP 5 (\$16.44) TO STEP 6 (\$17.18) ON THE AFSCME UNION CONTRACT EFFECTIVE APRIL 16, 2015, AS RECOMMENDED BY THE PERSONNEL COMMITTEE. MOTION CARRIED WITH ALL AYES.

MOTION 05R-08-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO MOVE MELISSA LARSON FROM STEP 4 (\$18.88) TO STEP 5 (\$20.60) ON THE IBEW UNION CONTRACT EFFECTIVE MAY 7, 2015 AS RECOMMENDED BY THE PERSONNEL COMMITTEE. MOTION CARRIED WITH ALL AYES.

G. OLD BUSINESS – None.

H. NEW BUSINESS – None.

I. PUBLIC FORUM – None.

J. CITY ATTORNEY REPORT – MOTION 05R-09-15 WAS MADE BY DAVE SCHRUPP AND SECONDED BY BRAD NELSON TO MOVE THE COUNCIL TO A CLOSED SESSION PURSUANT TO M.S. 13 D, SUBD. 3B SUBJECT TO ATTORNEY CLIENT PRIVILEGE TO DISCUSS PENDING LITIGATION/SETTLEMENT INFORMATION. MOTION CARRIED WITH ALL AYES.

K. ADJOURN – MAYOR ROE ADJOURNED THE MEETING AT 9:25 P.M.

Respectfully submitted by,



Charlene Nelson
City Clerk
Deputy Clerk/Minutes/5-11-15

RESOLUTION 15-09
TO ADOPT FOR RENEWAL EXISTING LIQUOR LICENSE
ESTABLISHMENTS FOR 2015-2016

WHEREAS, the City of Crosslake does hereby resolve to adopt the Liquor License Renewals of establishments licensed in 2014-2015 for the licensing year 2015-2016:

ON SALE (INTOXICATING) - \$1500

Andy's
Crosswoods Golf Course
Maucieri's
Moonlite Bay
Riverside Inn
The Bourbon Room
The Cedar Chest
The Wharf
Zorbaz

OFF-SALE (INTOXICATING) - \$100

Andy's
Barstock Liquors
Maucieri's
Moonlite Bay
Moonlite Square
Riverside Inn

SUNDAY (INTOXICATING) - \$200

Andy's
Crosswoods Golf Course
Maucieri's
Moonlite Bay
Riverside Inn
The Bourbon Room
The Cedar Chest
The Wharf
Zorbaz

CLUB

American Legion Sunday \$200
American Legion On-Sale \$300

OFF SALE (NON-INTOX) \$25

Moonlite Square

ON-SALE (NON-INTOX) \$75

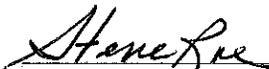
Rafferty's

BE IT RESOLVED, that the City Council for the City of Crosslake, Minnesota go on record as renewing the above establishments for liquor/wine/beer licensing for the period of July 1, 2015 – June 30, 2016, at a Regular Council Meeting on the 11th day of May, 2015, after all licensing requirements are met both under local Ordinance and under MN State Statutes Chapter 340A, and approval is granted by the Minnesota Department of Public Safety Alcohol and Gambling Enforcement Division.

COUNCIL IN FAVOR – 5

COUNCIL AGAINST - 0


Charlene Nelson
City Clerk


Steve Roe
Mayor

BILLS FOR APPROVAL
May 11, 2015

VENDORS	DEPT	AMOUNT
Ace Hardware, bulb recycling	Park	27.90
Ace Hardware, pre mix fuel, air filters, goggles	PW	216.95
Ace Hardware, nozzle, hose	PW	52.18
Ace Hardware, sponges	PW	7.18
Ace Hardware, hardware	PW	25.18
Ace Hardware, batteries	Park	6.09
Ace Hardware, nozzle, hoses	PW	46.77
Ace Hardware, stool	PW	13.49
Ace Hardware, ratchet, towing kit	PW	60.28
Ace Hardware, fuse holder	Park	2.51
Ace Hardware, tamper, blade	PW	44.53
Ace Hardware, blade, markers	PW	8.35
Ace Hardware, fuel, brooms, dustpan	PW	194.58
Ace Hardware, fuel	Fire	100.76
Ace Hardware, hardware, garbage bags	PW	44.07
Ace Hardware, markers	PW	5.02
Ace Hardware, trash cans	Park	310.95
Ace Hardware, duster	Park	12.59
Ace Hardware, hardware	Park	1.34
Ace Hardware, hardware	PW	18.18
Ace Hardware, hardware	PW	39.10
Ace Hardware, plug	PW	4.49
Ace Hardware, pickup tool, nabber, drill bits	PW	72.87
Ace Hardware, rugs	PW	52.90
Ace Hardware, clamps	Park	5.37
Ace Hardware, hardware	Park	13.83
Ace Hardware, aa batteries, hearing protector	PW	54.88
Ace Hardware, hinge	Park	3.14
Ace Hardware, safety vests	PW	54.00
Ace Hardware, nabber, pickup tool	PW	38.68
Ace Hardware, hardware	PW	5.31
Advanced Diesel Service, wire/low voltage issues	PW	896.21
Alex Air Apparatus, compressor, cylinder, filter, gauge	Fire	946.80
American Door Works, door repair	PW	108.00
American Steel, plate, plasma labor	PW	158.35
American Welding, gloves	PW	33.45
Aspen Mills, uniform	Fire	18.85
Aspen Mills, gear bag	Fire	66.65
AW Research, water testing	Sewer	779.40
Baker & Taylor, books	Library	147.67
Baker & Taylor, books	Library	73.89
Baker & Taylor, books	Library	568.68
Baker & Taylor, books	Library	41.51
Banyon, utility billing support	Sewer	795.00
Birchdale Fire & Security, install tri-bred dvr and cameras	PW	4,019.00

Birchdale Fire & Security, remove dvr and install at comm ctr	Park		454.00
Bob Hartman, reimburse meeting expense	Police		14.77
Brainerd License Office, tax and registration	PW	pd 4-14	1,920.05
Breen & Person, legal fees	ALL		1,730.00
Brians Welding, attach bucket on cat	PW		748.00
City of Crosslake, sewer utilities	PW/Gov't		111.00
Clean Team, may cleaning	PW/Gov't		1,082.50
Clifton Larson Allen, final billing financial statements	Gov't		4,420.00
Complete Integrated Solutions, computer for new squad	Police		3,973.00
Council #65, union dues	Gov't		385.00
Crosslake Communications, phone, fax, cable, internet, computer	ALL		2,608.93
Crosslake Rollorr, recycling	Gov't		2,695.00
Crosslake Welding, replace pickup plate	PW	pd 5-1	1,170.00
Crow Wing County Attorney, 1st quarter fines	Gov't		1,183.31
Crow Wing County Auditor, tif administration	Admin		100.00
Crow Wing County Highway Dept, fuel	ALL		2,536.32
Crow Wing County Landfill, waste disposal	PW		350.89
Dacotah Paper, janitorial supplies	Park		352.08
Deferred Comp	ALL		300.00
Delta Dental, dental insurance	ALL		1,430.95
DJV Consulting, march-april services	Admin		1,868.75
Fastenal, gloves, ear plugs, shirt, knife	PW		184.79
Foreman Fire Service, flywheel fan and guard	Fire		112.68
Fortis, disability	ALL		564.09
GLS Promotions, plaque	Gov't		48.00
Granite Electronics, program radios	Police		855.00
Guardian Pest Solutions, pest control	ALL		77.60
Hawkins, chemicals	Sewer		860.88
Health Partners, health insurance	Gov't		17,020.62
Hildi, gasb 45 disclosures	Gov't		50.00
Hillyard, broom maintenance	PW		317.10
Hillyard, service scrubber, replace hose, adjusted height	PW		301.81
Hillyard, hook	PW		45.32
Jefferson Fire & Safety, turnout gear	Fire		2,077.71
Jefferson Fire & Safety, helmet	Fire		250.97
Jefferson Fire & Safety, uniform	Fire		108.50
Lakes Area Lock & Door, keys, lock box	Police		60.95
Lakes Area Rental, helmets	PW		159.85
Lakes Area Rental, grease	Park		6.95
Lakes Area Rental, grease	Park		13.95
LM Steel, steel	PW		394.31
Marco, copier lease	ALL		433.00
Marco, copier lease	Park		208.28
Mark Johnson, reimburse weight room membership	Park		66.68
Mark Wessels, mileage reimbursement	Council		28.75
Mastercard, Amazon, can dispensers	Gov't		33.77
Mastercard, Amazon, vacuum	Library		105.81
Mastercard, Bavelli Leather, seat repair and cover	PW		300.00
Mastercard, Clerks Meeting	Admin		128.18
Mastercard, Dell, computer	PZ	pd 4-21	2,715.75

Mastercard, MN Society of CPA's. membership dues	Admin	pd 4-21	265.00
Mastercard, MN Society of CPA's. training	Admin		534.95
Mastercard, NRPA, membership dues	Park	pd 4-21	165.00
Mastercard, NETA, personal trainer certification	Park		55.00
Mastercard, Office Shop, clock	PW		10.51
Mastercard, over limit fee	PW	pd 4-21	39.00
Mastercard, Pickleball Central, balls	Park		49.94
Mastercard, Post Office, postage	Park		19.99
Mastercard, Professional Pump Corp, wireless remote controll	Sewer		513.85
Mastercard, Radco, truck accessories	PW		394.90
Mastercard, Target, coffee	PW		12.78
Mastercard, Target, tape, potting mix, cleaner	Library		25.62
Mastercard, travel expenses	Police		391.38
Mastercard, Twin City Seed, seed, fertilizer	PW		352.70
MCFOA, regional meeting	Admin	pd 4-16	15.00
MCFOA, membership dues	Admin		35.00
Menards, hose hanger, freeze sensor, rake, geardrive	PW		508.36
Midwest Machinery, cushion cover	PW		58.99
Mike Lyonais, reimburse petty cash	ALL		43.17
Mikes Electric, conduit for controls at sewer plant	Sewer		2,514.00
Mikes Electric, add outlets	Fire		394.00
MN Life, life insurance	ALL		378.60
MPCA, certification renewal	Sewer	pd 4-16	23.00
MPCA, wastewater certification exam	Sewer	pd 4-27	55.00
MR Sign, address signs	PW		45.14
Napa, batteries	PW		567.88
Napa, air filters	PW		70.19
Napa, flasher	PW		2.97
Napa, air and oil filters	PW		51.00
Napa, oil	PW		35.88
Napa, air filter	PW		56.26
NCPERS-Life Insurance	ALL		128.00
Neopost, postage refill	ALL	pd 4-16	700.00
Neopost, ink cartridge	ALL		169.00
North Country Plumbing, install faucets and piping for washbay	PW		4,890.00
Northern Lights Display, down payment christmas lights	Gov't		2,400.00
Northland Press, meeting notice 4/24	PZ		68.00
Northland Press, meeting notice 4/17	Admin		59.50
Northland Press, commission vacancy	PZ		25.50
Northland Press, ordinance 324	PZ		68.00
Northland Press, sealed bids	Park		51.00
Northland Press, cemetery notice	PW		34.00
Northland Press, financial summary	Admin		357.00
Premier Auto, mount and balance tires	Police		60.00
Premier Auto, mount and balance tires, oil change	Police		130.97
Premier Auto, replace ignition coils	PW		314.45
Premier Auto, towing truck	Police		272.50
Premier Auto, tire repair	Police		15.00
Premier Auto, mount and balance tires	Police		60.00
Premier Auto, tire repair	Police		15.00

ADDITIONAL BILLS FOR APPROVAL
May 11, 2015

VENDORS	DEPT	AMOUNT
Crow Wing Power, electric service	ALL	7,193.50
CTC I.T., april i.t. service	Police/Govt	1,250.00
Culligan, water and cooler rental	PW/Gov't	43.13
D&D Beverage, cups	Park	80.35
Hillyard, air filter panel	PW	336.79
Hillyard, brush	PW	137.20
Jon Henke, reimburse mileage	Park	29.90
Mastercard, CDW, encryption license	Police	64.79
Midwest Playscapes, wood chips	Park	2,633.00
Mike Lyonais, reimburse mileage	Admin	46.00
MN Assn of Small Cities, membership dues	Admin	1,123.40
MPCA, certification fee	Sewer	45.00
The Office Shop, copy paper	PZ/Admin	143.60
The Office Shop, calculator ribbon	Admin	19.50
The Office Shop, ink cartridges, dvd cases	PZ/Admin	329.83
TOTAL		13,475.99