

REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, MAY 13, 2013  
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, May 13, 2013. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, Gary Heacox, John Moengen and Mark Wessels. Also present were City Administrator/Consultant Dan Vogt, City Clerk Char Nelson, Community Development Director Ken Anderson, Public Works Director Ted Strand, Park and Recreation Director Jon Henke, Police Chief Bob Hartman, General Manager Paul Hoge, City Attorney Brad Person, City Engineer Dave Reese, Crow Wing County Highway Senior Engineer Luke Wehseler, Northland Press Reporter Paul Boblett, and Echo Publishing Reporter Kate Perkins. There were approximately thirteen people in the audience.

**A. CALL TO ORDER** – Mayor Schneider called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 05R1-01-13 WAS MADE JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ACCEPT THE ADDITIONS TO THE AGENDA AS PRESENTED. MOTION CARRIED WITH ALL AYES.

**B. CRITICAL ISSUES** –

1. Patty Norgaard of the Crosslake EDA appeared before the Council and reported that the Available Space Tour scheduled for June 22, 2013 has been cancelled due to lack of participation from property owners and realtors.
2. Pat Netko and Alden Hardwick of the Crosslake Fireworks Committee reported that fireworks donations were down and approximately \$2,000 is still needed to provide the same display as last year.
3. Alden Hardwick of the PAL Foundation and Cindy Myogeto of the Chamber reported that the Crosslake Cabin Calendars are finished and available at local businesses free of charge. Ms. Myogeto thanked all the people that participated in the development of the calendar.
4. Tami Martin of the Crosslake Community School appeared before the Council and gave an update on funding options and grant programs that the school is considering to finance the new school building.
5. Luke Wehseler of the Crow Wing County Highway Department addressed the Council and reported that the City's cost to increase the shoulders on the CSAH 36 Road Project from 6 feet to 8 feet would be approximately \$134,000. The current road surface is 22 feet. The proposed project will widen the road surface to 24 feet with 6 feet of shoulder on each side of the road. Mr. Wehseler noted that the shoulder is not classified as a trail. MOTION 05R1-02-13 WAS MADE BY STEVE ROE AND SECONDED BY DARRELL SCHNEIDER TO APPROVE RESOLUTION NO. 13-08 APPROVING PROPOSED COUNTY STATE AID HIGHWAY 36 CORRIDOR WITHIN MUNICIPAL CORPORATE LIMITS WITH REVISIONS TO REPLACE THE WORDING OF "8-FOOT SHOULDERS" TO "6-FOOT SHOULDERS." MOTION CARRIED WITH ALL AYES.

**C. CONSENT CALENDAR – MOTION 05R1-03-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) LOCAL BOARD OF APPEAL AND EQUALIZATION MEETING MINUTES OF APRIL 19, 2013; (2.) REGULAR MEETING MINUTES OF APRIL 22, 2013; (3.) MEMO DATED MAY 9, 2013 FROM CHAR NELSON RE: LANDSCAPE CONTRACTORS/EXCAVATORS LICENSE APPROVAL; (4.) CITY OF CROSSLAKE MONTH END REVENUE REPORT DATED APRIL 2013; (5.) CITY OF CROSSLAKE MONTH END EXPENDITURE REPORT DATED APRIL 2013; (6.) CROSSLAKE COMMUNICATIONS BALANCE SHEET AND INCOME STATEMENT/DETAIL OF RESERVE BALANCES DATED MARCH 31, 2013; (7.) CROSSLAKE COMMUNICATIONS HIGHLIGHT REPORT FOR APRIL 2013; (8.) CROSSLAKE COMMUNICATIONS CHECK REGISTER DATED 3/1/13-3/31/13 IN THE AMOUNT OF \$256,488.67; (9.) CROSSLAKE COMMUNICATIONS REGULAR MEETING MINUTES OF APRIL 30, 2013; (10.) CROSSLAKE COMMUNICATIONS CUSTOMER COUNTS; (11.) PLEDGED COLLATERAL REPORT DATED 5/8/13 FROM CHAR NELSON AND PLEDGE UPDATES; (12.) PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES OF FEBRUARY 22, 2013; (13.) PLANNING AND ZONING COMMISSION REGULAR MEETING MINUTES OF MARCH 22, 2013; (14.) PLANNING AND ZONING PERMIT SUMMARY FOR APRIL 2013; (15.) LETTER DATED MAY 3, 2012 FROM CROW WING COUNTY LAND SERVICES DEPARTMENT RE: 1<sup>ST</sup> QUARTER UPDATE; (16.) APRIL 2013 POLICE REPORT FOR CROSSLAKE; (17.) APRIL 2013 POLICE REPORT FOR MISSION TOWNSHIP; (18.) APRIL 2013 FIRE DEPARTMENT REPORT; (19.) APRIL 2013 NORTH MEMORIAL AMBULANCE RUN REPORT; (20.) LETTER DATED APRIL 25, 2013 FROM JEFFREY BENSON RE: AARP TAX AIDE SEASON; (21.) THANK YOU LETTER DATED APRIL 18, 2013 FROM INITIATIVE FOUNDATION FOR 2013 SUPPORT; (22.) NOTICE OF CEMETERY CLEANUP WEEK OF MAY 20<sup>TH</sup>; (23.) EDA MEETING MINUTES OF APRIL 3, 2013; (24.) CROSSLAKE ROLLOFF RECYCLING REPORT FOR APRIL 2013; (25.) CROSSLAKE PARK/LIBRARY COMMISSION MEETING MINUTES OF MARCH 6, 2013; (26.) BILLS FOR APPROVAL IN THE AMOUNT OF \$85,045.84; AND (27.) ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$12,424.97. MOTION CARRIED WITH ALL AYES.**

**D. MAYOR'S REPORT**

1. Mayor Schneider reported that the Pequot Lakes School Day of Caring took place on May 9<sup>th</sup>. Jon Henke and Ted Strand reported that approximately 40 students helped with Corps of Engineers Campground cleanup, litter pickup, park cleanup, and flag pole painting. Their hard work was appreciated.
2. The Mayor reported that the City had received an application from Allina Health EMS for Expansion of Primary Service Area for ambulance service. Ken Anderson stated that the application for was statewide expansion and not necessarily for Crosslake, however, the application has been withdrawn and no further action was being taken.
3. MOTION 05R1-04-13 WAS MADE BY STEVE ROE AND SECONDED BY GARY HEACOX TO RESCHEDULE THE SECOND REGULAR COUNCIL MEETING OF MAY TO WEDNESDAY, MAY 29, 2013 AT 2:00 P.M. DUE TO THE OBSERVANCE

OF MEMORIAL DAY. MOTION CARRIED WITH ALL AYES. The Mayor noted that the auditors will present the 2012 Financial Statements at the beginning of the meeting.

#### **E. CITY ADMINISTRATOR'S REPORT**

1. MOTION 05R1-05-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MONEGEN TO APPROVE THE ISSUANCE OF ON SALE AND SUNDAY LIQUOR LICENSES FOR MAY AND JUNE 2013 FOR CROSSWOODS GOLF COURSE. MOTION CARRIED WITH ALL AYES.
2. MOTION 05R1-06-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO APPROVE RESOLUTION NO. 13-09 TO ADOPT FOR RENEWAL EXISTING LIQUOR LICENSE ESTABLISHMENTS. MOTION CARRIED WITH ALL AYES.
3. Dan Vogt presented a memo to the Council regarding a recommendation to fill the Finance Director/Treasurer position. Ten applications were received and two individuals were interviewed for the position. The Personnel Committee recommended that the City hire Mike Lyonais. Mr. Lyonais is knowledgeable in the area of government accounting and could take on a more managerial role in the future. Mark Wessels questioned if the City can afford him and if he will be satisfied in this role. It was discussed that more people may have applied if the wage had been as high as the wage being offered and an option would be to start the process over advertising at a higher wage. John Moengen replied that the Personnel Committee considered these issues before making the recommendation. MOTION 05R1-07-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO HIRE MIKE LYONAIIS AT A STARTING SALARY OF \$70,000 WITH AN INCREASE TO \$75,000 AS OF 1/1/2014, START DATE OF MAY 20, 2013, THREE WEEKS OF VACATION DURING HIS FIRST YEAR OF EMPLOYMENT, INCREASING TO FOUR WEEKS ON HIS ANNIVERSARY DATE OF EMPLOYMENT IN 2014 AND OTHER BENEFITS AT THE SAME LEVEL AS OTHER DEPARTMENT HEADS. MOTION CARRIED WITH ALL AYES.
4. Dan Vogt stated that the Council should consider having the locks and passwords for City Hall changed since there has been some turnover and they have not been changed in several years. Mr. Vogt will obtain proposals and bring them to the next meeting for Council consideration.

#### **F. COMMISSION REPORTS**

1. **PARK AND RECREATION/LIBRARY**
  - a. Jon Henke gave an update on Community Center activities including the children's reading program at the Library, aerobics, senior meals, Silver Sneakers program, attendance, tax help summary, junior golf program, AAA classes, the Chautauqua program, pickleball, Garden Club annual plant sale and the summer schedule at the Community Center. MOTION 05R1-08-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO ACCEPT A \$150 DONATION TO THE LIBRARY FROM THE BURN PERRY MEMORIAL FUND. MOTION CARRIED WITH ALL AYES.

- b. Jon Henke reported that four quotes were received for engineering services for the tennis court project. MOTION 05R1-09-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO ACCEPT THE LOW BID FROM BOLTON & MENK NOT TO EXCEED \$4,510 FOR ENGINEERING SERVICES FOR THE TENNIS COURT PROJECT. MOTION CARRIED WITH ALL AYES.
- c. Jon Henke asked the Council to review his memo dated May 9, 2013 regarding a proposal to purchase fitness equipment. Mr. Henke explained that the original equipment was purchased in 1998 and attendance has tripled since then. Mr. Henke will work with the new Finance Director/Treasurer to determine the best financing option for the equipment and bring a proposal to the next meeting for Council consideration.

## 2. PLANNING AND ZONING

- a. Included in the packet for Council review was a memo dated May 13, 2013 from Ken Anderson regarding a request by Joseph Christensen to address the City Council regarding options for Secondary Living Quarters, Dennis and Lynn Twitty, 38556 County Road 66. Ken Anderson gave a brief history of the major events and facts leading to the existing circumstances. Dennis and Lynn Twitty have changed part of the upper level of their garage into guest quarters which is in violation of the CUP and Zoning Permit issued by Planning and Zoning. The property also has a cabin and a bunkhouse. According to City Code and DNR shoreland rules, there can only be one structure on a lot that is used as guest quarters. Mr. Christensen argued that the ordinance is unclear and left open for interpretation. He also added that the Twitty's would be willing to build a breezeway between the cabin and the bunkhouse to have it considered one building, not two. The Twitty's argued that they did not intentionally violate the ordinance. They were using the quarters above the garage for themselves, not guests. A lengthy discussion ensued regarding the intent of the ordinance requiring that guest quarters be no larger than 700 square feet and whether the addition of a breezeway would bring the property into compliance. John Moengen stated that if the property were to sell, the entire 1200 foot space above the garage could be used for living quarters and the City would not know. MOTION 05R1-10-13 WAS MADE BY MARK WESSELS AND SECONDED BY DARRELL SCHNEIDER TO TABLE THE ISSUE UNTIL THE REVISIONS OF THE CURRENT SECONDARY LIVING QUARTERS ORDINANCE IS APPROVED BY THE DNR AND ADOPTED BY THE CITY COUNCIL. MOTION CARRIED WITH ALL AYES. City Attorney Person stated that he and Ken Anderson had met with the DNR regarding proposed changes to the Secondary Living Quarters Ordinance and the response from the DNR was encouraging. Mr. Person reviewed the proposed changes with the Council and stated he would submit them to the DNR and hopefully have a response from them in a few weeks.
- b. MOTION 05R1-11-13 WAS MADE BY STEVE ROE AND SECONDED BY GARY HEACOX TO ADOPT RESOLUTION NO. 13-10 APPROVING THE OTTERLEI ESTATES FINAL PLAT TO CREATE SIX LOTS FROM THE FOUR EXISTING LOTS. MOTION CARRIED WITH ALL AYES.
- c. MOTION 05R1-12-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE DEVELOPERS AGREEMENT BETWEEN

THE CITY OF CROSSLAKE AND PINE VIEW CHILD CARE LEARNING CENTER, LLC REGARDING PARKING REQUIREMENTS ON THE PROPERTY, MOTION CARRIED WITH ALL AYES.

**3. PUBLIC WORKS/CEMETERY/SEWER**

- a. MOTION 05R1-13-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY DARRELL SCHNEIDER TO APPROVE THE DRAFT LETTER FROM THE CITY OF CROSSLAKE TO THE CROW WING COUNTY HIGHWAY DEPARTMENT SUPPORTING THE COUNTY'S APPLICATION FOR FEDERAL FUNDING THROUGH TIGER DISCRETIONARY GRANTS FOR THE RECONSTRUCTION OF CSAH 3. MOTION CARRIED WITH ALL AYES.
- b. Dave Reese reported that the City received two bids for the 2013 Street Improvement Project and one of the two was considered non-responsive because it did not contain all required materials. The remaining bid was from Anderson Brothers in the amount of \$275,803.46 which was close to the Engineer's estimate of \$273,722.00. Included in the additions to the agenda was an email dated May 13, 2013 from Paul McCulloch, owner of Pine Peaks Lodge, arguing that the City should not use tax dollars to pay for the proposed sidewalk along Swann Drive adjacent to private property. The estimate for this part of the project is \$32,840. Pat Netko of 36084 County Road 66 voiced the same concerns and asked whether the Public Works Commission reviewed the plans. John Moengen replied that the Public Works Commission did not review the plans because a decision was needed in a short amount of time. Mr. Moengen asked that the sidewalk and trail be included in the bid due to safety concerns. Dave Reese noted that the City has paid for the other trails in town but not concrete sidewalks. A lengthy discussion ensued regarding the ability to collect funds from the benefiting property owners after the project is complete and whether this part of the project should be postponed. MOTION 05R1-14-13 WAS MADE BY MARK WESSELS AND SECONDED BY DARRELL SCHNEIDER TO AWARD THE CONTRACT TO ANDERSON BROTHERS CONSTRUCTION, THE LOWEST RESPONSIBLE BIDDER, AT A COST OF \$275,803.46 AND TO DIRECT THE CITY ATTORNEY AND THE CITY ENGINEER TO RESEARCH OPTIONS FOR RECOVERING COSTS RELATED TO THE CONCRETE SIDEWALK ON SWANN DRIVE. MOTION CARRIED WITH ALL AYES.
- c. Ted Strand gave a brief update on the County's repair of the rock dam on Big Pine Trail. The project is near completion and there was no damage to the road.

**4. PUBLIC SAFETY – None.**

**5. CROSSLAKE COMMUNICATIONS – None.**

**G. OLD BUSINESS**

**H. NEW BUSINESS**

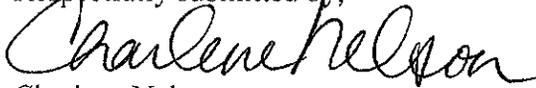
**I. PUBLIC FORUM –**

Cindy Myogeto thanked Ted Strand for painting the flagpoles and the American Legion for the donation of a flag. There are two flagpoles by the bridge and Ms. Myogeto asked if the City would purchase flags, such as a welcome flag or City of Crosslake flag, to hang on each of them. MOTION 05R1-15-13 WAS MADE BY STEVE ROE AND SECONDED BY DARRELL SCHNEIDER TO APPROVE THE PURCHASE OF TWO FLAGS NOT TO EXCEED \$275. MOTION CARRIED WITH ALL AYES.

Pet Netko appeared before the Council to remind residents of upcoming events: Retail Tour May 14<sup>th</sup> and Join Hands Day May 18<sup>th</sup>.

**J. ADJOURN – MOTION 05R1-16-13 WAS MADE BY MARK WESSELS AND SECONDED BY STEVE ROE TO ADJOURN THE MEETING AT 10:05 P.M. MOTION CARRIED WITH ALL AYES.**

Respectfully submitted by,



Charlene Nelson  
Deputy Clerk

Deputy Clerk/Minutes/5-13-13

**RESOLUTION NO. 13-08**

**CITY OF CROSSLAKE  
COUNTY OF CROW WING  
STATE OF MINNESOTA**

**APPROVING PROPOSED COUNTY STATE AID HIGHWAY 36 CORRIDOR WITHIN  
MUNICIPAL CORPORATE LIMITS**

WHEREAS, proposed corridors for Project No. S.P. 018-636-008, the reconstruction of CSAH 36 within the limits of the City of Crosslake have been analyzed by the City, County, Task Force Group, and through a public meeting, and

WHEREAS, the alternate described as Alternative A, which layout is dated March 26<sup>th</sup>, 2013 and was presented to the City of Crosslake, is the preferred corridor chosen by the City.

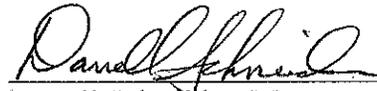
WHEREAS, Alternative A contains eight foot paved shoulders within the City of Crosslake, which originally was preferred by the City of Crosslake.

WHEREAS, the City of Crosslake now prefers the County's proposed six foot shoulders, which will incur no cost to the City of Crosslake.

WHEREAS, the Crow Wing County Cost Share Policy will determine whether any other items will be paid by the City or County.

NOW, THEREFORE, BE IT RESOLVED: That the City is approving of said corridor shown as Alternative A revised with six foot shoulders to allow the County to proceed with detailed design, with the anticipation of future municipal consent of the plans.

Dated this 13<sup>th</sup> day of May, 2013.

  
\_\_\_\_\_  
Darrell Schneider, Mayor

CERTIFICATION

State of Minnesota  
County of Crow Wing  
City of Crosslake

I hereby certify that the foregoing Resolution is a true and correct copy of a resolution presented to and adopted by the City council of Crosslake at a meeting therefore held in the City of Crosslake, Minnesota, on the 13<sup>th</sup> day of May, 2013, as disclosed by the records of said City in my possession.

  
\_\_\_\_\_  
Charlene Nelson, Crosslake City Clerk

(Seal)

CROSSLAKE COMMUNICATIONS  
**Accounts Payable**  
**Check Register**  
 03/01/2013 To 03/31/2013

General Account

Check	Date	Vendor Name	Reference	Amount
828	03/01/2013	INTERNAL REVENUE SERVICE	FED, FICA MEDICARE	6,818.46
829	03/01/2013	PERA	PERA EE & ER	3,880.13
830	03/01/2013	MINNESOTA DEPT OF REVENUE	MN WITHHOLDING	1,158.85
831	03/01/2013	ING-DEFERRED COMP	DEFERRED COMP EE & ER	2,311.92
847	03/15/2013	INTERNAL REVENUE SERVICE	FED, FICA MEDICARE	7,281.51
848	03/15/2013	PERA	PERA EE & ER	3,842.21
849	03/15/2013	MINNESOTA DEPT OF REVENUE	MN WITHHOLDING	1,247.00
850	03/15/2013	ING-DEFERRED COMP	DEFERRED COMP EE & ER	2,311.92
851	03/11/2013	CITY OF CROSSLAKE (SEWER)	FEBRUARY SEWER	37.00
852	03/29/2013	INTERNAL REVENUE SERVICE	MARCH EXCISE TAX	1,017.84
853	03/26/2013	CROW WING POWER	ELECTRIC SERVICE	4,506.60
854	03/29/2013	MINNESOTA DEPT OF REVENUE	MARCH SALES & USE TAX	8,185.00
868	03/29/2013	INTERNAL REVENUE SERVICE	FED, FICA, MEDICARE	7,825.64
869	03/29/2013	PERA	PERA EE & ER	3,918.03
870	03/29/2013	MINNESOTA DEPT OF REVENUE	MN WITHHOLDING	1,354.62
871	03/29/2013	ING-DEFERRED COMP	DEFERRED COMP	2,311.92
28529	03/11/2013	PAUL BUNYAN COMMUNICATIONS	MARCH CHANNEL TRANSPORT	800.00
28530	03/11/2013	MINNESOTA DEPT OF COMMERCE	4TH QTR INDIR ASSESSMENT	500.11
28531	03/11/2013	GOPHER STATE ONE CALL	LOCATES	10.15
28532	03/11/2013	ONVOY VOICE SERVICES	6264 PROGRAM, OPR SERV, SS7, LAKES LD	9,605.16
28533	03/11/2013	OLSEN THELEN CO LTD	AUDIT & CPR REVIEW	7,868.79
28534	03/11/2013	UNITED PARCEL SERVICE	WKLY SERV & MISC SHIPPING	108.94
28535	03/11/2013	CROSSLAKE COMMUNICATIONS	PHONE SERVICE, COMM CTR VOICE MAIL	1,030.83
28536	03/11/2013	CITY OF CROSSLAKE	OPERATING TRANSFER	22,083.33
28537	03/11/2013	LAKELAND AGENCY	RENEW UTILITY BOND PERMIT	100.00
28538	03/11/2013	NORTHLAND FIRE PROTECTION	ANNUAL MAINTENANCE	163.00
28539	03/11/2013	CITI LITES INC	LOCATES	37.65
28540	03/11/2013	XCEL ENERGY	METER CHARGES - SUNRISE & 16	526.76
28541	03/11/2013	MEDTOX LABORATORIES	RANDOM EE TESTING	69.51
28542	03/11/2013	AMERIPRIDE LINEN & APPAREL	RUG & TOWEL SERVICE	102.34
28543	03/11/2013	WILLIAM GORDON	CAFE PLAN REIMB. - BAL 884.30	1,615.70
28544	03/11/2013	MINNESOTA 9-1-1 PROGRAM	911, TAP & TAM	1,671.56
28545	03/11/2013	NCBERS MINNESOTA	MARCH LIFE PREMIUM	48.00
28546	03/11/2013	CENTRAL TRANSPORT GROUP LLC	4 EA DS1'S	2,332.32
28547	03/11/2013	PINNACLE	TELEPHONE DIRECTORY-7	1,044.62
28548	03/11/2013	UNIVERSAL SERVICE ADMIN CO.	FEBRUARY FUSC	2,868.45
28549	03/11/2013	SHOWTIME NETWORKS INC	AFFILIATE PAYMENT	221.03
28550	03/11/2013	FOX SPORTS NET NORTH	AFFILIATE PAYMENT	6,295.95
28551	03/11/2013	TOWER DISTRIBUTION COMPANY	AFFILIATE PAYMENT	244.96
28552	03/11/2013	TV GUIDE NETWORK	AFFILIATE PAYMENT	538.75
28553	03/11/2013	STAR TRIBUNE	SUBSCRIPTION 3/17/13 - 3/15/14	273.00
28554	03/11/2013	MTA	MTA SPRING CONF. - CYNDI & DEBBY	310.00
28555	03/11/2013	VANTAGE POINT	FEBRUARY TTP	210.00
28556	03/11/2013	CROW WING COUNTY HIGHWAY DEPT.	JAN UNLEAD & DIESEL FUEL	766.33
28557	03/11/2013	7SIGMA SYSTEMS INC	FEBRUARY CONSULTING	2,000.00
28558	03/11/2013	CROSSLAKE ACE	PVC, GLOVES, PROPANE, SCREWS, TOOLS ETC.	133.49
28559	03/11/2013	NATIONAL CABLE TEL COOP INC	AFFILIATE PAYMENT	26,836.24
28560	03/11/2013	KARE GANNETT CO., INC	AFFILIATE PAYMENT	923.40
28561	03/11/2013	WASTE PARTNERS INC.	FEBRUARY TRASH REMOVAL	76.62
28562	03/11/2013	ST. CLOUD MEDICAL GROUP	ANNUAL FEE FOR TESTING	75.00
28563	03/11/2013	DISCOVERY COMMUNICATIONS INC.	AFFILIATE PAYMENT	139.72
28564	03/11/2013	WEATHER CENTRAL, LP	MARCH DATA FEED	214.50
28565	03/11/2013	GE CAPITAL	COPIER LEASE 37 OF 60	362.03
28566	03/11/2013	NORTHLAND PRESS	WORLD @ FINGERTIP AD	147.20
28567	03/11/2013	CHARTER COMMUNICATIONS	MARCH INTERNET	1,500.00

28568	03/11/2013	TIGER DIRECT	ITEMS FOR RESALE & NETWORK CARD	539.51
28569	03/11/2013	HUBBARD BROADCASTING, INC.	AFFILIATE PAYMENT	399.35
28570	03/11/2013	AVNET INC	REPAIR RECEIVER	75.1
28571	03/11/2013	4M FUND F.B.O. 35373-101	FUND DEBT SERVICE RESERVE	37,825.85
28572	03/11/2013	TOTALFUNDS BY HASLER	POSTAGE	500.00
28573	03/11/2013	ONLINE INFORMATION SERVICES	4 EXCHANGE REPORTS	40.80
28574	03/11/2013	HUB TELEVISION NETWORKS, LLC	AFFILIATE PAYMENT	25.40
28575	03/11/2013	BIG 10	AFFILIATE PAYMENT	1,420.00
28576	03/11/2013	COOPERATIVE NETWORK SERV LLC	LOCAL CHANNEL TRANSPORT	500.00
28577	03/11/2013	VERIZON WIRELESS	CELL PHONES	250.90
28578	03/11/2013	AQUARIUS WATER CONDITIONING INC.	MARCH WATER SOFTENER RENTAL	44.89
28579	03/11/2013	NISC	FEB LIC FEES & TRAINING	2,446.98
28580	03/11/2013	FOX TELEVISION STATIONS, INC.	AFFILIATE PAYMENT	1,789.02
28581	03/11/2013	CBS TELEVISION STATIONS	AFFILIATE PAYMENT	1,025.55
28582	03/11/2013	METRO SALES, INC.	COPIER MAINT 12/23/12 TO 2/28/13	297.52
28583	03/11/2013	JAMES C SCHMIDT	CREDIT REFUND	204.59
28584	03/11/2013	NIKKI SHOUTZ	CREDIT REFUND	34.46
28585	03/11/2013	BARBARA SEEKON	CREDIT REFUND	65.00
28586	03/22/2013	EMILY COOPERATIVE TELEPHONE	FIBER AGREEMENT	5,045.16
28587	03/22/2013	OLSEN THIELEN CO LTD	1ST QTR NECA REPORT & LINE COUNT DATA	1,545.00
28588	03/22/2013	CONSOLIDATED TELEPHONE	FIBER AGREEMENT	21,875.09
28589	03/22/2013	CENTURYLINK	3/20 ACCESS MN CSLK-20	0.89
28590	03/22/2013	CITI LITES INC	LOCATES	49.40
28591	03/22/2013	DELTA DENTAL PLAN OF MINNESOTA	APRIL DENTAL PREMIUM	1,036.80
28592	03/22/2013	SOLIX	B&C STATEMENT	39.66
28593	03/22/2013	ELECTRIC SCIENTIFIC CO INC	SEMI-ANNUAL MAINTENANCE-FIRE ALARM	571.78
28594	03/22/2013	CROW WING COUNTY SHERIFFS OFC	2013 BUSINESS ALARM RENEWAL	20.00
28595	03/22/2013	NEUSTAR INC.	LNP M-10640311 SOW M-10640310	121.51
28596	03/22/2013	MERRILL LYNCH	FEBRUARY VISA CHARGES	1,181.75
28597	03/22/2013	MINNESOTA LIFE INSURANCE CO	APRIL LIFE PREMIUM	197.40
28598	03/22/2013	AT&T - DALLAS TX	PARS 3-1-13	182.1
28599	03/22/2013	CROW WING COUNTY HIGHWAY DEPT.	FEB UNLEAD & DIESEL FUEL	742.87
28600	03/22/2013	CORNERSTONE PUBL GROUP INC.	WEBSITE COMPASS MAILING	323.83
28601	03/22/2013	CYNTHIA PERKINS	CAFE PLAN REIMB - BAL 425.24	74.76
28602	03/22/2013	NORTHLAND PRESS	FREE INTERNET INSTALL AD	108.00
28603	03/22/2013	C-I COMMUNICATIONS	FIBER AGREEMENT	886.18
28604	03/22/2013	CHERI E. AYD	MARCH OFFICE CLEANING	689.34
28605	03/22/2013	TIME COMMUNICATIONS	MAR/APR ANSWERING SERVICE	160.47
28606	03/22/2013	NTCA GROUP HEALTH PLAN	APRIL LIFE & HEALTH PREMIUM	15,569.76
28607	03/22/2013	DQ TECHNOLOGY	30 EA DSL ROUTERS	1,748.61
28608	03/22/2013	NISC	MARCH BILLING	3,875.36
28609	03/22/2013	ESSENTIA HEALTH	EE SCREENING	25.00
28610	03/22/2013	MITCHELL GOLDBERG	CABLE TV SPLITTER DEVICES	627.00
28611	03/29/2013	IBEW LOCAL UNION 949	UNION DUES	441.96
			<b>Total for General Account</b>	<b><u>\$ 256,488.67</u></b>

**BILLS FOR APPROVAL**  
**May 13, 2013**

<b>VENDORS</b>	<b>DEPT</b>	<b>AMOUNT</b>
Ace Hardware, spray paint	PW	14.21
Ace Hardware, caulk	PW	6.40
Ace Hardware, hardware	PW	12.06
Ace Hardware, tape measure, bracket, surge protector	PW	80.19
Ace Hardware, hose parts	Fire	143.90
Ace Hardware, bolts, spray paint	Fire	35.77
Ace Hardware, clamps	Fire	16.93
Ace Hardware, bulbs, inflator kit	P&R	41.11
Ace Hardware, hose	P&R	3.20
Ace Hardware, outlet cover, wd40	P&R	19.53
Ace Hardware, cable ties	PW	7.47
Ace Hardware, drill bits	PW	14.41
Ace Hardware, electrical supplies	PW	18.75
Ace Hardware, cap	P&R	1.38
Ace Hardware, broom, blade	Police	33.11
Ace Hardware, knee pads, drill bits, bolts	Police	81.68
Ace Hardware, reflective lettering	Fire	5.24
Ace Hardware, reflective lettering	Fire	4.19
Ace Hardware, sandbelt, blade, hearing protection	Police	71.34
Ace Hardware, pliers, cutter, electrical supplies	Gov't	60.33
Ace Hardware, cable ties	PW	18.16
Ace Hardware, bulbs	Gov't	17.60
Ace Hardware, tape, wire, hardware	PW	67.58
Ace Hardware, blade set, connectors	Police	30.62
Ace Hardware, covers, brackets, electrical supplies	Police	78.61
Ace Hardware, connectors	P&R	2.13
Ace Hardware, electrical supplies	P&R	14.11
Ace Hardware, parts	P&R	14.94
Ace Hardware, cap	P&R	1.38
Ace Hardware, joint cement, tape	Police	17.40
Ace Hardware, strap	Police	5.16
Ace Hardware, strap, cover	Police	8.91
Ace Hardware, conduit, strap	Police	38.98
Ace Hardware, spray paint	PW	32.01
Ace Hardware, caulk	Police	19.72
Ace Hardware, plumbing supplies	P&R	31.38
Ace Hardware, tees, elbows	P&R	15.02
Ace Hardware, elbow	P&R	12.78
Ace Hardware, parts	P&R	7.24
Ace Hardware, wrench pipe	P&R	20.30
Ace Hardware, nails	P&R	3.29
Ace Hardware, pliers, pex elbow	P&R	43.66
Ace Hardware, great stuff	P&R	7.47
Ace Hardware, caulk, bolts	P&R	12.41
Ace Hardware, cleaning supplies	Gov't	17.61

Ace Hardware, join cement	Police		9.91
Ace Hardware, wrench	PW		18.16
Ace Hardware, bolts	Police		9.59
AlcoPro, mouthpiece	Police		60.47
Armond Gease, reimburse weight room membership	P&R		260.00
AW Research, water testing	Sewer		619.20
Banyon Data Systems, utility billing support	Sewer		805.94
Batteries Plus, batteries	P&R		38.53
Batteries Plus, batteries	P&R		21.46
Batteries Plus, battery	Sewer		13.95
Batteries Plus, batteries	Sewer		27.89
BLAEDC, annual meeting	Gov't		30.00
Bob Hartman, reimburse mileage	Police	pd 4-29	85.32
Bob Hartman, reimburse travel expenses	Police	pd 4-29	294.84
Brainerd Dispatch, employment ad	Admin		525.00
Breen & Person, legal fees	ALL		2,025.00
Business Forms & Accounting, fund accounting checks	Admin		196.34
Chemsearch, cleaners	PW	pd 5-6	343.00
City of Crosslake, sewer utilities	PW/Gov't		111.00
Clean Team, may cleaning	Gov't		756.14
Clifton Larson Allen, billing #2 audit	Gov't		7,500.00
Council #65, union dues	ALL		500.00
Crosslake Auto Body, repairs	Police		79.54
Crosslake Auto Body, recharge a/c	PW		136.05
Crosslake Communications, phone, fax, cable, internet	ALL		3,454.17
Crosslake Portable Welding, plow part repair	PW		140.00
Crosslake Rolloff, recycling	Gov't		2,695.00
Crow Wing County Atty, forfeiture proceeds	Police		23.40
Crow Wing County Auditor, tif administration	Gov't		100.00
Crow Wing County Highway Dept, fuel	ALL		5,540.00
Culligan, water and cooler rental	PW/Gov't		69.25
Darrell Schneider, reimburse travel expenses	Council		521.78
Deferred Comp	ALL		226.92
Delta Dental, dental insurance	ALL		1,511.30
Fastenal, gloves	PW		80.80
Finance & Commerce, ad for road project bids	PW		180.86
Fortis, disability	ALL		508.53
Granite Electronics, ear microphone	Fire	pd 5-6	316.62
Heartland Tire, tires	Police		538.10
Heartland Tire, tire	PW		187.85
Heartland Tire, tires	Police		546.69
Holiday Station, fuel	Fire		83.01
Jefferson Fire & Safety, patches	Fire	pd 5-6	62.51
Ken Anderson, reimburse mileage	P&Z		19.21
Krause Lock & Key, mortise locks, simplex 1000	Fire	pd 5-6	3,456.00
Krause Lock & Key, deadbolts, keys	Police	pd 5-6	132.38
Lakes Area Rental, sheet rock jack, concrete saw, blade	Police		134.82
Lakes Printing, eda brochures	EDA		383.15
Marsden, office cleaning	PW		654.08
Mastercard, Amazon.com, vacuum bags	P&R		22.09
Mastercard, Demco, video holders	Gov't		100.73

Mastercard, Fleet Farm, socket, handle, impact ready set	PW		70.92
Mastercard, Fleet Farm, hole saw, drill, stable fork, rake	PW/Park		48.59
Mastercard, Neta, exercise home study	P&R		50.77
Mastercard, Office Max, monitor, mousepad, wipes	Police		188.95
Mastercard, Office max, paper	P&R		49.03
Mastercard, U of MN, soils class	P&Z		225.00
Medica, health insurance	ALL		26,375.31
Menards, lumber, cable splice kit, wire	P&R		269.34
Menards. Sawhorse, sewer mains, wrie, pipe	P&R		237.55
Metro Fire, icm 2000 lp	Fire	pd 5-6	600.00
Metro Fire, adapter	Fire		33.03
Mike Amsden, reimburse for uniform	PW		91.41
MN Assn of Small Cities, membership dues	Gov't		1,123.40
MN BCA, crime scene course	Police		570.00
MN Life, life insurance	ALL		362.30
MR Sign, e911 address sign	PW		27.01
NCPERS-Life Insurance	ALL		160.00
Northland Press, meeting notice of 4/26	P&Z		186.75
Northland Press, ad for bids for road project	PW		282.20
Northland Press, ordinance 313	Admin		83.00
Northland Press, employment ad	Admin		166.00
Northland Press, window envelopes	Admin		81.80
Northland Trust, refunding bonds 2004	Gov't		830.00
Northwood Turf and Power, washer, bolt	P&R		8.73
Northwood Turf and Power, air filters	PW		59.67
Parts City, chain oil, bulb	Fire		14.19
Patty Norgaard, reimburse for EDA supplies	EDA		124.48
Peoples Security, annual inspection	Gov't		455.00
Peoples Security, move detectors in evidence room	Police		162.50
PERA	ALL		N/A
Pro Hydro Testing, scba cylinders	Fire		378.00
Simonson Lumber, lumber	Police		276.02
Simonson Lumber, sheetrock	Police		11.28
Simonson Lumber, clear poly	Fire		25.41
State and Federal Taxes	ALL		N/A
State Treasurer, forfeiture proceeds	Police		11.70
Teamsters Local Union #346, union dues	Police	pd 5-6	187.00
The Office Shop, hanging folders	P&Z/Admin		44.84
The Office Shop, labels	Admin		37.71
The Office Shop, printheads	P&Z		251.10
The Office Shop, 11x17 paper	P&Z/Admin		106.77
The Office Shop, canned duster, clips	Gov't		64.06
The Office Shop, ink cartridges	Admin		21.35
Uniforms Unlimited, uniform	Police	pd 5-6	614.02
USA Bluebook, tempering valve	Sewer		903.08
Valley Pools and Spas, sodium bicarbonate	Sewer		208.73
Valley Pools and Spas, sodium bicarbonate	Sewer		368.29
Verizon, ipad and air card charges	P&Z/Police	pd 5-6	165.11
Verizon, cell phone charges	ALL		404.71
Waste Partners, trash removal	ALL		217.52
Whitefish Auto, oil change	Police		32.14



**ADDITIONAL BILLS FOR APPROVAL**  
**May 13, 2013**

VENDORS	DEPT	AMOUNT
Amanda Mitchell, baseball registration refund	P&R	27.50
Baker & Taylor, books	Library	61.04
Crow Wing Power, electric service	ALL	7,699.62
Johnson Killen & Seiler, legal fees and union negotiations	ALL	3,052.95
Med-Tech Resource, gloves, cold packs	Fire	160.74
Menards, shelving	Police	395.59
MN State Fire Svc Certification, certification fees	Fire	240.00
Moonlite Square, fuel	Fire	19.79
RDJ Specialties, frisbees	Fire	475.12
Robb Reed, baseball registration refund	P&R	22.50
Ruffrudge Johnson, switches, flasher	PW	134.19
Simonson Lumber, sheetrock	Fire	38.57
Simonson Lumber, sheetrock	Fire	11.28
Viking Coca Cola, pop	P&R	86.08
<b>TOTAL</b>		<b>12,424.97</b>

**RESOLUTION 13-09  
TO ADOPT FOR RENEWAL EXISTING LIQUOR LICENSE  
ESTABLISHMENTS FOR 2013-2014**

WHEREAS, the City of Crosslake does hereby resolve to adopt the Liquor License Renewals of establishments licensed in 2012-2013 for the licensing year 2013-2014:

**ON SALE (INTOXICATING) - \$1500**

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

**SUNDAY (INTOXICATING) - \$200**

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  
Moonlite Bay  
Moonlite Square  
Riverside Inn

**WINE LICENSE - \$100**

Crosby's Piano Bar

**CLUB**

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

**OFF SALE (NON-INTOX) \$25**

Moonlite Square

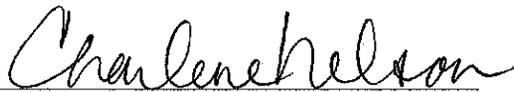
**ON-SALE (NON-INTOX) \$75**

Crosby's Piano Bar  
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, 2013 – June 30, 2014, at a Regular Council Meeting on the 13<sup>th</sup> day of May, 2013, 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



Darrell Schneider  
Mayor

**CITY OF CROSSLAKE**  
**RESOLUTION NO. 13-10**

<b>Parcel ID Number(s):</b> 1416800090BB009, 1416800090AB009, 1416800090BA009, 1416800090AA009
<b>Case Number:</b> Subdivision 2013-003, Otterlei Estates Final Plat
<b>Property Owner:</b> Jon Otterlei
<b>Legal Description:</b> The property is described as Outlots A and B, Rushmoor Estates, Section 17 & 18, Township 137 North, Range 27 West, Crow Wing County, MN.

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Crosslake, Minnesota, was held on the 13th day of May, 2013. **Council Members Darrell Schneider, Steve Roe, Gary Heacox, John Moengen and Mark Wessels were present.**

**Steve Roe** introduced the following Resolution No. 13-10, and moved its adoption:

WHEREAS, the applicant, Jon Otterlei, is requesting approval of Otterlei Estates, a final plat consisting of 6 residential lots, and

WHEREAS, the property is currently zoned R-3, Medium Density Residential, and

WHEREAS, the proposed final plat meets all City Ordinance requirements for the final platting process, along with all minimum performance standards for both the R-3, Medium Density Residential zoning district and the Shoreland Management Act, and

WHEREAS, a copy of the proposed final plat is attached hereto as EXHIBIT A, and

WHEREAS, an area map showing the location of the property is attached hereto as EXHIBIT B, and

WHEREAS, the preliminary plat approval for Otterlei Estates was granted by the City Council on March 11, 2013, via Resolution No. 13-03, and

WHEREAS, the public hearing notice was published and mailed per ordinance requirements and said notice was forwarded to the Minnesota Department of Natural Resources and no comments were received, and

WHEREAS, the public hearing was heard on April 26, 2013, by the Planning and Zoning Commission and all public comment was received both verbally and in writing, and

WHEREAS, one objection to final plat approval was received and one request for placing additional survey pins/monuments was received along the south property line of said final plat, and

WHEREAS, the Planning and Zoning Commission has recommended the City Council approve S2013-003 for the Otterlei Estates Final Plat application.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Crosslake makes the following findings of fact and decision regarding S2013-003, Otterlei Estates Final Plat:

#### **FINDINGS OF FACT**

1. The City Council finds that the subdivision meets all minimum performance standards in the R-3, Medium Density Residential zoning district and Shoreland Management Act.
2. The City Council finds that the subdivision complies with the goals, policies and implementation strategies of the Comprehensive Plan.
3. The City Council finds that the parcel is properly zoned and suitable in its natural state for the intended residential purpose with minimal alteration.
4. The final plat of Otterlei Estates has been checked by Maureen Hayes of Hayes Surveying and Mapping PC found in a letter dated April 1, 2013 and all requirements for a final plat were met.

#### **DECISION**

Accordingly, based on the findings set out above and the records before it the Crosslake City Council APPROVES Subdivision 2013-003, Otterlei Estates final plat application, for Jon Otterlei consisting of 6 residential lots in the R-3, Medium Density Residential zoning district.

BE IT FURTHER RESOLVED, the City Council approves Subdivision 2013-003 subject to the applicant meeting all of the following conditions:

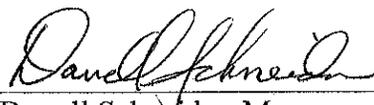
1. The Otterlei Estates plat shall be completed in full accordance with the plans submitted with the final plat application and the revisions and conditions of approval recommended by the Planning and Zoning Commission found herein.

2. Approval shall require the final plat to include a) the required placement by the registered land surveyor of all survey monuments as shown and additional survey monuments along the south boundary line of Lot 6 (a minimum of four survey monuments are required), and b) identifying the distance measurement of the parcel line separating Lot 5 and Lot 6.
3. The Planning and Zoning Commission and Park and Recreation/Library Commission have both recommended cash in lieu of land for Park Dedication. The City Council shall require the applicant to pay the City of Crosslake \$3,000 cash in lieu of land for Park Dedication prior to signing and releasing the Final Plat of Otterlei Estates to the applicant.
4. The City of Crosslake shall be reimbursed for all fees resulting from services provided by the City Attorney, City Engineer, and City Surveyor prior to signing and releasing the Final Plat of Otterlei Estates to the applicant.
5. Failure to pay the fees within two years following the date of final plat approval shall void the approval of the Otterlei Estates final plat unless such time is extended by resolution of the City Council.
6. All future development must comply with City Ordinance requirements.

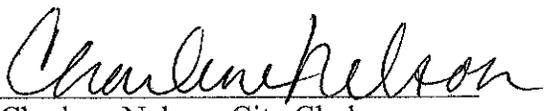
BE IT FURTHER RESOLVED, failure to file the Otterlei Estates final plat within two years of the City Council's date of approval shall void approval of the plat unless such time is extended by resolution of the City Council.

**The motion for adoption of the foregoing Resolution was duly seconded by Gary Heacox and upon vote being taken thereon, the following voted in favor thereof: Darrell Schneider, Steve Roe, Gary Heacox, John Moengen and Mark Wessels. The following voted against: None  
The following abstained from the vote: None**

Approved and adopted by the City Council of the City of Crosslake this 13th day of May, 2013 by a 5/5ths vote.

  
\_\_\_\_\_  
Darrell Schneider, Mayor

ATTEST:

  
\_\_\_\_\_  
Charlene Nelson, City Clerk

Attachments: Exhibit A and Exhibit B



EXHIBIT B

Location Map

