

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
TUESDAY, MAY 17, 2005
9:00 A.M. - CITY HALL

Pursuant to proper notice and call, the City Council met in a special session on Tuesday, May 17, 2005 at City Hall. The following Councilmembers were present: Mayor Jay Andolshek, Terry Curtis, Dean Eggena, Dick Phillips and Dean Swanson. Also present was City Administrator Tom Swenson, Community Development Director Ken Anderson, and Clerk/Treasurer Darlene Roach. Also in attendance was Renee Richardson of the Brainerd Dispatch and Betty Ryan of the Lake Country Echo.

Mayor Andolshek called the meeting to order and stated that the purpose of the meeting was to review a recommendation from the Personnel Committee on the hiring of a Planner-Zoning Coordinator and approve bills for payment.

Community Development Director Ken Anderson thanked the Council for agreeing to meet to approve the hiring of an individual to the position of Planner-Zoning Coordinator. The Personnel Committee met on May 16th and approved a motion recommending to the City Council that Bryan Hargrave be hired to the position on Step 8 (\$16.35) of the Union Salary Schedule with applicable union benefits. Mr. Hargrave is currently working as an instructor in an advanced GIS course at Central Lakes College. He worked for the State of Minnesota for 25 years utilizing his experience in forestry and soils. Anderson stated that of the five applicants interviewed, Mr. Hargrave is the strongest candidate for the position. Councilmember Eggena asked if placing Mr. Hargrave on Step 8 fit into the budget and Anderson stated that for two months the position has been open so he will not exceed his budget for this position. Councilmember Phillips felt his twenty-five years of experience was beneficial. Councilmember Swanson asked where Mr. Hargrave lived and he was told that he has lived in the area since 1981. Councilmember Eggena asked how many individuals applied for the position. Anderson stated that twelve applications were received of which seven applicants met the minimum qualifications. Of the seven individuals who were called for an interview, one individual did not show up and another removed himself from the process. Of the five applicants interviewed, all were strong candidates for the position. Councilmember Eggena asked that Ken Anderson explain the duties of the position and Anderson stated that this individual would do the same work as Jim Perry and Carie Fuhrman. This individual will help the public, assist applicants with permits, be an accessibility specialist, become ISTS licensed and prepare staff reports for CUP's and variances. Mr. Hargrave's background is in GIS and the City uses Arc View so he will be able to assist Jim Perry with mapping and etc.

MOTION 05S3-01-05 WAS MADE BY DEAN SWANSON AND SECONDED BY JAY ANDOLSHEK TO HIRE BRYAN HARGRAVE TO THE POSITION OF PLANNER-ZONING COORDINATOR ON STEP 8 OF THE UNION SALARY SCHEDULE PAYING \$16.35 PER HOUR INCLUDING ALL OTHER UNION BENEFITS. Mayor Andolshek stated that he reviewed all of the applications and agrees

that Mr. Hargrave is qualified as well as being local. MOTION CARRIED WITH ALL AYES.

Bills for Approval -- MOTION 05S3-02-05 WAS MADE BY DEAN EGGENA AND SECONDED BY TERRY CURTIS TO APPROVE THE BILLS FOR APPROVAL AS SUBMITTED IN THE AMOUNT OF \$13,519.28. MOTION CARRIED WITH ALL AYES.

MOTION 05S3-03-05 WAS MADE BY DICK PHILLIPS AND SECONDED BY DEAN EGGENA TO ADJOURN THIS SPECIAL MEETING AT 9:17 A.M. MOTION CARRIED WITH ALL AYES.

Recorded and transcribed by,



Darlene J. Roach
Clerk/Treasurer

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BILLS FOR APPROVAL
17-May-05

VENDOR	DEPT	AMOUNT
Ace Hardware, coupling	PW	1.05
Ace Hardware, bug repellent	P&R	5.85
Ace Industrial Supply, face shield, gloves	PW	468.20
Blue Lakes Disposal, trash removal	ALL	239.85
Brainerd Dispatch, employment ad	P&Z	140.64
Brainerd Lakes Area Chamber of Commerce, fireworks	Gov't	2,000.00
Brainerd Overhead Door Company, button transmitters	PW	272.64
Cellular One, cell phone deactivation	PW	7.38
Crosslake Garage and Classics, oil change	Police	21.88
Crow Wing Power, electric services	ALL	4,269.80
Dacotah Paper, paper towels, tissue	P&R	120.93
Echo Publishing, envelopes	P&R	48.72
Echo Publishing, letter head	P&R	58.51
Ehlers, tif services	Gov't	150.00
Hawkins Water Treatment, aqua hawk	Sewer	122.56
Hawkins Water Treatment, aluminum sulfate	Sewer	63.50
J-Craft, filters	PW	63.44
Katie Brine-Doyle, refund baseball registration	P&R	25.00
Keith Anderson, reimburse mileage, meal for class	Fire	153.77
Mastercard, Best Buy, monitor, batteries	Gov't	138.43
MN AWWA, water quality class	Sewer	80.00
Napa Auto Parts, trickle charger	PW	75.60
Napa Auto Parts, fuse, fix a flat	PW	23.40
Quill, pen	Gov't	1.81
Swensons Aggregate & Construction, lime	P&R	4,800.00
Viking Coca Cola, pop	Gov't	11.97
Volunteer Firefighter's Benefit Assn, membership	Fire	11.00
Zee Medical, replenish 1st aid kit	PW	143.35
TOTAL		13,519.28