

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
THURSDAY, JUNE 3, 2010
3:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Thursday, June 3, 2010. The following Council Members were present: Mayor Jay Andolshek, Steve Roe, Rusty Taubert, and Dean Swanson. Absent was John Moengen. Also present were City Administrator Tom Swenson, Clerk/Treasurer Jenny Max, Community Development Director Ken Anderson and City Engineer Dave Reese.

1. Mayor Andolshek called the Special Meeting to order at 3:00 P.M. and stated the purpose of the meeting was to adopt required Resolutions Receiving the Feasibility Report and setting a time and date for the Improvement Hearing for the Sunrise Island Bridge Project and approve bills for payment.
2. City Bills for Approval – MOTION 06S1-01-10 WAS MADE BY DEAN SWANSON AND SECONDED BY RUSTY TAUBERT TO APPROVE THE BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$38,518.92. MOTION CARRIED WITH ALL AYES.
3. City Administrator Swenson noted the initial Feasibility Study for Sunrise Island Bridge was completed in December 2008 in order to be able to apply for outside funding for the bridge replacement. The City has received approval for State Funding which means the City Council needs to officially adopt a resolution to order preparation of the Feasibility Report on the bridge improvement. MOTION 06S1-02-10 WAS MADE BY STEVE ROE AND SECONDED BY DEAN SWANSON TO APPROVE RESOLUTION NO. 10-06 ORDERING PREPARATION OF REPORT ON IMPROVEMENT. MOTION CARRIED WITH ALL AYES.

The meeting was then turned over to City Engineer Dave Reese who reviewed the Feasibility Study that was completed in December 2008. The Feasibility Study now includes Supplements/Updates dated June 3, 2010 to comply with Minnesota Statute Chapter 429. Mr. Reese stated that full replacement of Sunrise Island Bridge is necessary, cost-effective and feasible, especially considering the State Funding the City is receiving. The Feasibility Study also includes updated cost estimates from December 2008 and information on the proposed method of assessment that will be applied to all benefited properties. The proposed method of assessment will be on an equivalent lot basis which means the properties cannot be further subdivided, therefore leaving fifteen assessable lots.

In review of the updated cost estimate Mr. Reese noted some of the costs are actual costs to date and some costs are projected. The State Bridge Fund amount will likely change based on the bids received, but should be within ten percent of the amount awarded. The total estimated cost of the project is \$658,371, of which

\$484,663 is State Funding, \$173,708 is the City's portion and is proposed to be assessed to the benefiting property owners at \$86,854, or 50% of the City's cost. Mr. Reese stated the assessment also has to pass the Litmus test which means the benefiting properties cannot be assessed more than the increased value of improvement that is received. One major argument for the improvement is that the current bridge cannot support a loaded tanker truck should there be a fire on the island. The lifespan of the new bridge will be 65-70 years which provides almost a lifetime of benefit to the properties on the island. Councilmember Swanson noted it's a matter of when the bridge is replaced, not if the bridge is replaced. City Administrator Swenson concurred stating the City will never get a better deal with the State Funding that is available.

City Engineer Reese spoke of some of the design specifics of the bridge. The estimated bridge cost is for a basic concrete bridge. There is no artistry or lighting incorporated as part of the design, as State funding will not support that portion of the cost. The bridge will be 26 feet in width and have the same span and clearance as it does now. City Administrator Swenson asked why the design notes 11 foot lanes but the bridge is 26 feet in width, and Mr. Reese stated the lanes are 22 feet wide and will have an extra 2 feet on either side for free space before you reach the bridge walls. Mr. Reese also noted that some utilities may need to be relocated. Councilmember Roe asked if the City could work with Crow Wing Power to get the electrical buried underground and Mr. Reese stated he would approach them to see what options there are.

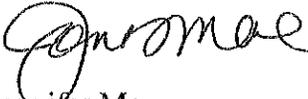
Mr. Reese next spoke of the project timeline and the order of events. When the Council gives approval of the Feasibility Report and calls a hearing on the improvement, City Staff will mail notices to the affected property owners and place an ad in the local newspaper notifying them of the date and time of the improvement hearing. The ad is required to run for two weeks and property owners are required to have at least 10 days notice of the hearing. Given the time constraints, the Staff is recommending setting an improvement hearing date of June 21, 2010 at 6:00 P.M., with a Special Council Meeting immediately following at 7:00 P.M. Councilmember Roe asked if there was a reason for the rush to get the hearing done, and Mr. Reese noted that the timeline needs to stay as tight as possible as the bridge is already projected to be completed in early to mid October. If there are any delays it could create problems with allowing the concrete to cure properly before there are freezing temperatures.

With regards to funding the project, Mr. Reese stated the City will need to pay the contractor first and then request reimbursement from the County who will be holding the State awarded funds. City Administrator Swenson noted the City has enough funding to pay for the cost of the bridge upfront but will need to use some of the City's reserves until reimbursement is received from the County. As there were no additional questions or comments from the Council, MOTION 06S1-03-10 WAS MADE BY DEAN SWANSON AND SECONDED BY STEVE ROE TO ADOPT RESOLUTION NO. 10-07 RECEIVING FEASIBILITY REPORT

AND CALLING HEARING ON IMPROVEMENT FOR JUNE 21, 2010 AT 6:00 P.M. AND A SPECIAL COUNCIL MEETING IMMEDIATELY FOLLOWING THE HEARING AT 7:00 P.M. MOTION CARRIED WITH ALL AYES.

There being no further discussion regarding the Sunrise Island Bridge Replacement Project, MOTION 06S1-04-10 WAS MADE BY STEVE ROE AND SECONDED BY RUSTY TAUBERT TO ADJOURN THE SPECIAL MEETING AT 3:55 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,



Jennifer Max
City Clerk/Treasurer

Deputy Clerk/Minutes/6-3-10 Special.doc

BILLS FOR APPROVAL
3-Jun-10

VENDORS	DEPT		AMOUNT
Ace Hardware, bolts	P&R		13.25
Ace Hardware, concrete, bolts	P&R		22.27
Ace Hardware, bolts	P&Z		1.28
Ace Hardware, bolts	P&R		1.82
Ace Hardware, grind wheel, cutoff blade	P&R		15.13
Ace Hardware, gumout cleaner, windshield washer	PW		17.05
Ace Hardware, battery	Police		10.68
Ace Hardware, for sale signs	P&Z/Police		4.25
Ace Hardware, coupler	Sewer		3.31
Ace Hardware, bolts	PW		8.85
Ace Hardware, bolts	PW		4.62
Ace Hardware, liner, wire, clamp	PW		41.91
Ace Hardware, propane cylinder, connector	P&R		13.87
Ace Hardware, copper pipe, tubing cutter	P&R		31.77
Ameripride, mats	PW		99.63
Assn of Training Officers of MN, law enforcement training	Police		400.00
Auto Value, fuel filter	PW		15.79
Auto Value, belt	PW		25.10
AW Research, water test	Sewer		131.40
AW Research, water test	Sewer		131.40
AW Research, water test	Sewer		131.40
AW Research, water test	Sewer		131.40
Batteries Plus, cordless tool battery	PW		75.15
Bobby Willard, reimburse for uniform expense	Police		45.83
Brainerd General Rental, air compressor	P&R		363.38
Brock White, crackfill	PW		4,659.75
Brock White, crackfill	PW		2,634.34
Brock White, crackfill	PW		1,159.65
Business Forms and Accounting, fund accounting checks	Admin		173.12
California Contractors, drill, wrench sets	PW		454.70
Chief Supply, batteries	Police		78.56
City of Crosslake, sewer utilities	PW/Govt		72.00
Council #65, union dues	ALL		386.61
Crosslake Communications, reimburse for copper recycling	Gov't		315.00
Crosslake Communications, phone, fax, cable, dsl	ALL		2,439.70
Crosslake Community School, milk	Library		13.81
Crosslake Demolition, lot clean up	PW		369.36
Crow Wing County Highway Department, fuel	ALL		2,869.21
Demco, bookmarks, bags	Library		55.15
Donna Keiffer, aerobics session #5	P&R	pd 5-27	264.48
Donna Keiffer, aerobics session #6	P&R		308.56
Driver and Vehicle Services, police license plates	Police	pd 5-13	6.00
Echo Publishing, mustang sealed bids ad	Police		109.22
Echo Publishing, envelopes	P&R		60.92
Echo Publishing, mustang sealed bids ad	Police		28.60

Echo Publishing, tennis instructor ad	P&R		113.60
Fire Rescue School - Duluth, training	Fire		10.00
Fire Safety USA, bracket for pike poles	Fire		78.02
Fire Safety USA, siphon, strainer	Fire		674.00
Fire Safety USA, floating strainer	Fire		477.00
General Drivers Union Local #346, union dues	Police		171.00
Ginny Hersey, reimburse for summer club supplies	Library		108.45
Hobart, dishwasher repair	P&R		142.50
Holiday Station, propane	Fire		20.30
Honey Wagon, land use fees	Sewer		1,175.00
Houston Ford, oil change	Police		20.66
Houston Ford, install and connect trailer hitch	Police		180.23
Initiative Foundation, 2010 support	Gov't		1,000.00
Krause Lock and Key, keys and key holder	PW		13.25
Lucy Gerold, story hour	Library		150.00
Marco, copier lease	ALL	pd 6-1	396.42
Marco, maintenance contract	P&R		1,020.04
Marsden, office cleaning	PW		628.43
Martin Communications, battery	Fire		12.78
Martin Communications, charger	Fire		41.15
MCFOA, membership dues	Admin		105.00
Medtox, drug screening	ALL		139.72
Menards, marking paint, couplings	PW		48.65
Menards, rust remover, bag-oil dri	PW		630.04
Menards, pruning paint, sprinkler heads	PW		227.58
Mills Motors, oil change	Police		38.53
MN Benefits	Admin	pd 6-1	176.42
MN Fire Service Certification Board, fire exam	Fire		70.00
MN Fire Service Certification Board, recertifications	Fire		100.00
MN Fire Service Certification Board, fire apparatus exam	Fire		100.00
MR Sign, e911 address sign	PW		21.99
Napa Auto Parts, belts	Sewer		44.97
North Ambulance, subsidy	Ambulance	pd 6-1	1,103.00
Northland Press, meeting notice of 5/21	P&Z		82.80
Northland Press, tennis instructor ad	P&R		57.60
Northland Press, sealed bids ad for mustang	Police		28.80
Northland Press, sealed bids ad for crown vic	P&Z		57.60
Northland Press, summary financial report	ALL		568.80
Northland Press, sealed bids ad for mustang	Police		32.40
Northwood Turf and Power, wheel weigh	PW		623.31
Northwood Turf and Power, replace fuse	PW		33.03
Oriental Trading, bubbles	P&R		13.98
Personal Best, variety newsletters	Admin		304.26
Positive ID, id cards	Police		38.39
Pro Hydro Testing, storage cylinders	Fire		160.00
Public Safety Center, batteries	Fire		73.06
Reed's Market, sentence to serve	PW		33.02
Reed's Market, coffee	Gov't		18.58
Reed's Market, tissues, towels, plates, coffee	Gov't		66.41
Reed's Market, sentence to serve	PW		65.74
Reed's Market, juice	Library		10.42

Ritter and Ritter, vactor cleaning	Sewer		375.00
Simonson Lumber, treated 2x4	PW		49.31
Streichers, uniform	Police		48.07
The Office Shop, labels, cards, pencils	P&Z/Admin		101.68
The Office Shop, calculator, trays	Admin		15.79
Tom Swenson, vehicle expense	Admin	pd 6-1	400.00
USA Bluebook, circular chart	Sewer		129.49
Viking Coca Cola, pop	P&R		112.85
WSN, engineering fees	ALL		6,636.00
Wood Spirit Gardens, pond cleaner	P&R		44.95
Xcel Energy, gas utilities	ALL		415.38
Xtreme Detail, cleaning of 2008 mustang	Police	pd 5-12	176.34
Zee Medical, 1st aid kit supplies	PW		133.91
Zee Medical, insect repellent	PW		121.57
Ziegler, hose, coupling, connector	PW		52.37
TOTAL			38,518.92

**CITY OF CROSSLAKE
RESOLUTION NO. 10-06**

RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENT

WHEREAS, it is proposed to improve Sunrise Island Road from a point approximately 140 feet west of Sunrise Island Bridge to a point approximately 120 feet east of Sunrise Island Bridge by reconstructing the east and west bridge approaches, removing the existing wooden bridge and constructing a concrete bridge, and to assess the benefited property for all or a portion of the cost of improvement, pursuant to Minnesota Statutes, Chapter 429;

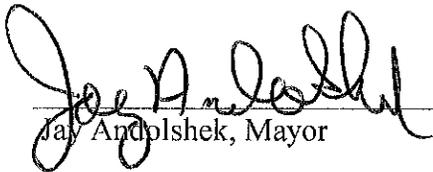
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CROSSLAKE, MINNESOTA:

That the proposed improvement, called Sunrise Island Bridge Replacement Project, be referred to Kent Rohr of Widseth Smith Nolting for study and that that person is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the Crosslake City Council on this 3rd day of June, 2010.



Jennifer Max, City Clerk



Jay Andolshek, Mayor

**CITY OF CROSSLAKE
RESOLUTION NO. 10-07**

**RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON
IMPROVEMENT**

WHEREAS, pursuant to resolution of the Council adopted June 3, 2010, a report has been prepared by Kent Rohr of Widseth Smith Nolting with reference to the proposed Sunrise Island Bridge Replacement Project, the improvement of Sunrise Island Road from a point approximately 140 feet west of Sunrise Island Bridge to a point approximately 120 feet east of Sunrise Island Bridge by reconstructing the east and west bridge approaches, removing the existing wooden bridge and constructing a concrete bridge, and this report was received by the Council on June 3, 2010.

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

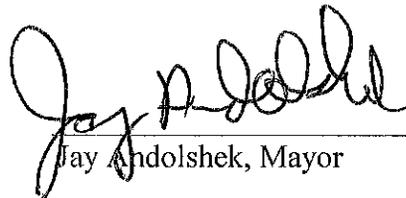
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CROSSLAKE, MINNESOTA:

1. The Council will consider the improvement of such street and bridge with the report and the assessment of benefiting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$658,371.
2. A public hearing shall be held on such proposed improvement on the 21st day of June, 2010, in the Council Chambers of the City Hall at 6:00 P.M. and the Clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the Crosslake City Council on this 3rd day of June, 2010.



Jennifer Max, City Clerk



Jay Andolshek, Mayor