

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JUNE 9, 2003
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, June 9, 2003 at 7:00 P.M. The following Councilmembers were present: Mayor Darrell Swanson, Dean Eggena, Irene Schultz and Dick Phillips. Councilmember Chuck Miller was absent. Also present was City Administrator Tom Swenson, City Attorney Paul Sandelin, City Engineer Dave Reese, Public Works Director Ted Strand, Park and Recreation Director Jon Henke, Police Chief Bob Hartman, Fire Chief Keith Anderson, Office Manager Debby Floerchinger, Planning and Zoning Coordinator Nancy Vernon, Clerk/Treasurer Darlene Roach and Lake Country Echo Reporter Betty Ryan. There were approximately twenty individuals in the audience.

A. CALL TO ORDER – Mayor Swanson called the meeting to order at 7:00 P.M. and requested a moment of silence in memory of former Mayor Bob Scott who recently passed away. Bob Scott was Mayor of Crosslake from 1997 to 1998.

Mayor Swanson asked for a motion to accept the additions to the Agenda. MOTION 06R-01-03 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 – City Administrator Swenson received an email from Crosslake Chamber Director Ruth Ann Hanson stating that she was ill and unable to attend the meeting. In a letter dated June 1st, approval was requested to use County Roads 3 & 66 for a parade to be held on August 6th in celebration of the Centennial. The Chamber in conjunction with the Historical Society is teaming up to make plans for the Crosslake Centennial Parade. The Chamber will provide the City with a Certificate of Liability insurance naming the City as an additional insured. MOTION 06R-02-03 WAS MADE BY DEAN EGGENA AND SECONDED BY DICK PHILLIPS TO APPROVE USE OF CSAH #3 AND CSAH #66 FOR THE CENTENNIAL PARADE ON AUGUST 6TH CONTINGENT UPON RECEIPT OF A CERTIFICATE OF LIABILITY INSURANCE AND CLOSE COMMUNICATION WITH THE COUNTY AND POLICE DEPARTMENT. MOTION CARRIED WITH ALL AYES.

C. CONSENT CALENDAR - MOTION 06R-03-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN EGGENA TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR CONSISTING OF: (1) MINUTES OF SPECIAL COUNCIL MEETING OF MAY 12, 2003; (2) MINUTES OF PUBLIC HEARING OF MAY 12, 2003; (3) MINUTES OF REGULAR COUNCIL MEETING OF MAY 12, 2003; (4) MINUTES OF BOARD OF REVIEW MEETING OF MAY 15, 2003; (5) MINUTES OF SPECIAL COUNCIL MEETING OF MAY 15, 2003; (6) CROSSLAKE COMMUNICATIONS TELEPHONE AND CABLEVISION COMPANY STATISTICAL REPORT DATED APRIL 30, 2003; (7) CITY MONTH

END REVENUE REPORT DATED APRIL 30, 2003; AND (8) CITY MONTH END EXPENDITURE REPORT DATED APRIL 30, 2003. MOTION CARRIED WITH ALL AYES.

D. PUBLIC FORUM – None

E. MAYOR'S REPORT - Mayor Swanson commented that the Corps of Engineers Dam Dedication will be held on Saturday, June 14th at 10:00 A.M. Various dignitaries will be present for the dedication ceremony.

F. CITY ADMINISTRATOR REPORT –

1. Bills for Approval – MOTION 06R-04-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN EGGENA TO APPROVE THE BILLS FOR PAYMENT IN THE AMOUNTS OF \$57,081.37 AND \$11,232.74. MOTION CARRIED WITH ALL AYES.
2. Memo from City Administrator Tom Swenson requested that a special meeting be scheduled to review the audit and for purposes of a closed meeting to review the Johnson Variance Appeal with Attorney Paul Reuvers of Iverson Reuvers, LLC., the firm representing the City in the appeal. It was the consensus of the Council that the meeting be set for June 17th at 1:00 P.M. A letter dated June 6, 2003 from Attorney Paul Reuvers informed the Council that a Court ordered mediation will be held on July 1, 2003 before Attorney Paul Jacobson of Brainerd, who will serve as mediator.
3. A letter dated May 21, 2003 from City Attorney Paul Sandelin regarding a potential liquor license violation at Riverside Inn - City Attorney Sandelin outlined the process that the City Council should take in dealing with the violation. The matter must first be heard by the City Council to determine whether the Council wishes to impose a penalty. Since this is the first violation for the licensee, the penalty would be \$500 and mandatory training. If the City Council elects to impose the penalty, a notice of the penalty needs to be served upon the licensee. At that time they have the opportunity to request a hearing before the City Council or waive the hearing. Mayor Swanson stated that two years ago the City Council established a violations procedure for equity among the establishments. Councilmember Phillips asked how the Police Department knew that the bartender had served alcoholic beverages prior to 12:00 noon and Chief Hartman stated that the bartender admitted to having served the individual at approximately 11:20 A.M. Councilmember Eggena asked if this was a Miranda Warning situation and City Attorney Sandelin stated that it was if the person was charged with a crime. In this case, the bartender called the police and willingly provided the information. Councilmember Phillips asked if there were any prior complaints against the establishment and he was informed that this was the first violation. Councilmember Eggena felt \$500 was a stiff penalty for someone calling in and trying to do the right thing. MOTION 06R-05-03 WAS MADE BY DEAN EGGENA AND SECONDED BY DICK PHILLIPS TO DROP THE MONETARY PENALTY ASSOCIATED WITH THE VIOLATION

- BUT TO REQUIRE THE MANDATORY TRAINING AND TO RECOGNIZE THE VIOLATION AS THE ESTABLISHMENTS FIRST VIOLATION. City Attorney Sandelin will re-draft the Notice of Liquor License Violation removing the \$500 penalty verbage. MOTION CARRIED WITH ALL AYES.
4. Memo from Clerk Roach regarding Liquor License Renewals for 2003-2004 – Approval was requested on the licensee name for the Cedar Chest from Kathleen Murrer to Murrer’s Cedar Chest Inc., a corporation which names Theodore Grant Murrer as having 50% ownership in the corporation with Kathleen Murrer having 50% ownership. Approval to renew all liquor license establishments contingent upon receipt of all required documentation was also requested. MOTION 06R-06-03 WAS MADE BY DICK PHILLIPS AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 03-24 ADOPTING FOR RENEWAL EXISTING LIQUOR LICENSE ESTABLISHMENTS FOR 2003-2004 CONTINGENT UPON RECEIPT OF ALL REQUIRED DOCUMENTATION AND TO APPROVE THE INCORPORATION FOR MURRER’S CEDAR CHEST INC. MOTION CARRIED WITH ALL AYES.
 5. Purchase Agreement from Shores & More Realty for Lot 4, Block 2 of Gendreau Addition – Jerry Barrato has signed a purchase agreement for the purchase of Lot 4, Block 2 of Gendreau Addition to construct a 40’x 48’ shop for wood working and welding activities for his dock and construction business with the other 50% for use as storage. The sale price for the lot is \$14,800 with the City paying the 10% brokerage fee. MOTION 06R-07-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN EGGENA TO ACCEPT THE PURCHASE AGREEMENT FOR LOT 4, BLOCK 2, GENDREAU ADDITION FROM JERRY BARATTO. Councilmember Phillips stated that the letter included in the packet indicates a commission fee up to 10% and asked whether the fee could be less than 10%. City Administrator Swenson stated that the City has paid 10% on all previous sales. Councilmember Eggena stated that 10% is customary on bare lots. MOTION CARRIED 3-0 WITH MAYOR SWANSON ABSTAINING FROM THE VOTE.
 6. Purchase Agreement from Remax Realty for Lot 6, Block 1 of Gendreau Addition – Patrick Dolan has signed a purchase agreement for the purchase of Lot 6, Block 1 of Gendreau Addition to construct a building which will house a boat repair and canvas cover business. The sale price for the lot is \$14,800 with the City paying the 10% brokerage fee. MOTION 06R-08-03 WAS MADE BY DEAN EGGENA AND SECONDED BY DICK PHILLIPS TO ACCEPT THE PURCHASE AGREEMENT FOR LOT 4, BLOCK 2, GENDREAU ADDITION FROM PATRICK DOLAN. MOTION CARRIED WITH ALL AYES.
 7. Email from Craig Rhymers regarding Noise Ordinance – Mr. Rhymers expressed a concern with the City’s lack of an ordinance which addresses personal fireworks usage. Chief Hartman stated that the City follows State Statute in regards to what is legal. If a complaint is filed, the Police Department will respond and cite the party if illegal fireworks are being used. If the fireworks are legal, but the complaint is one regarding noise, the Police Department will deal with the noise complaint. Councilmember Schultz asked if the Police Department receives many calls and Chief Hartman stated that they receive a few during the two week

period surrounding the 4th of July, but otherwise the Department does not receive many complaints. Councilmember Eggena felt the State Law should suffice within the City unless Chief Hartman feels a stricter ordinance is required at which time he can come to the Council for further discussion.

8. Copy of letter from George and Leah Chuba to Crow Wing County was included for Council information regarding a property tax protest because of no lake access.
9. Memo dated June 2, 2003 from Sheila Wasnie Haverkamp regarding the March and April BLADC reports was included for Council information.
10. Inkslinger Newsletter dated Spring 2003 was included for Council information.
11. Lakes State Bank Pledge Update dated May 2003 was included for Council information.
12. Lakewood Bank Pledge Update dated May 2003 was included for Council information.
13. Northern National Bank Pledge Update dated May 2003 was included for Council information.
14. Notice of Application to vacate a portion of CSAH #3 in the plat of Sandra's Shore - A request to vacate a portion of CSAH #3 in Sandra's Shore by Rodney Preusse and Jean St. Pierre is scheduled to be heard in District Court on July 14, 2003. Discussion ensued regarding whether the City had any input regarding this request since the road is under the jurisdiction of the County. City Administrator Swenson stated that he does not see where vacating this portion of #3 would hinder anything in the City. Swenson also stated that these properties were not assessed for the Sandra Road improvement project. City Attorney Sandelin stated that the City was provided with the Notice of Application to vacate so if the Council had any strong objection to the vacation, they could notify the Court of this objection. Nancy Vernon stated that the property owner needs this space for their septic design and that they have been working with the County since the road has a 160' right-of-way. MOTION 06R-09-03 WAS MADE BY DEAN EGGENA AND SECONDED BY DARRELL SWANSON THAT THE CITY ACKNOWLEDGES RECEIPT OF THE NOTICE OF APPLICATION TO VACATE A PORTION OF CSAH #3 IN THE PLAT OF SANDRA'S SHORE AND TO NOTIFY THE COURT THAT THE CITY DOES NOT HAVE AN OPINION EITHER WAY REGARDING THE REQUEST. City Attorney Sandelin stated that the Court may be doing the City a courtesy in notifying the City of the request, therefore the City should go on record as either for or against the vacation. City Administrator Swenson will send a letter to the District Court with a copy to the County and to the applicant stating the City's position on this request. MOTION CARRIED WITH ALL AYES.

G. COMMISSION REPORTS –

1. **PARK AND RECREATION** – Park and Recreation Director Jon Henke presented the highlights report for June. He stated that the Park Department will be co-sponsor of a golf and pizza league to be held on June 9th through August 25th at the Crosswoods Golf Course. The league will play Monday's at 9:30 a.m. and cost \$10.00 per session with a one-time \$1.00 registration fee. Interested individuals

may call Crosswoods Golf Course for more information. The Fun in the Park Program for 5 to 8 year olds will be held in June. This annual program includes games, arts and crafts, stories, songs, and environmental activities. The children will meet at the picnic shelter for 4 afternoons from 1-3 P.M. The Crosslake Conservation Corp program for youth 9 to 14 years of age focuses on the environment, area history, local plant and wildlife habitat and valuable survival skills. The group will meet Wednesday's from 1:00 to 3:00 P.M. beginning June 25th through July 30th. The Community Center offers Yoga classes two times each week on Monday's and Wednesday's. The sixth session of morning aerobics will start July 14th and Council approval was requested to contract with Donna Keiffer to teach this class which runs from 9:00 – 10:00 a.m. on Monday's, Tuesday's and Thursday's at a cost of \$396.72. MOTION 06R-10-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN EGGENA TO APPROVE CONTRACTING WITH DONNA KEIFFER TO TEACH AEROBICS FROM JULY 14TH TO AUGUST 21ST AT A COST OF \$396.72. MOTION CARRIED WITH ALL AYES. The Whitefish Area Lions Club will be holding their annual Flea Market and Kountry Kitchen at the Community Center on Saturday, June 21st from 9:00 a.m. – 3:00 p.m. AAA is sponsoring a senior driving class on July 14th from 8:30 a.m. – 12:30 p.m. This four hour refresher course is available to the public by calling AAA to register. Tennis lessons will be held this summer beginning July 7th. Chad Costello will be the instructor. The Senior Tennis League started Thursday, June 5th. The league runs through September. Membership is free and drop-ins are welcome with a signed registration form. The Lions Club has determined that the picnic shelter will not be large enough to handle their Octoberfest celebration and are asking permission to relocate the activity to a grassy area west of the current ballfield. The Park Department supports this request and will mow the area to determine if any leveling work will need to be done before the event. The Lions have agreed to donate a permanent power source which will be used for this event and any other possible future events at the Park. If the Council concurs with relocating the site of the Octoberfest activity, an ordinance amendment is required. City Attorney Sandelin suggested that wording be changed in Subd. 3 to include "or in other areas designated by the City". MOTION 06R-11-03 WAS MADE BY DEAN EGGENA AND SECONDED BY DICK PHILLIPS TO APPROVE ORDINANCE AMENDMENT NO. 181 AMENDING THE CROSSLAKE CITY CODE SECTION 4.16 DEALING WITH BEER/WINE IN THE PARK AND TO PUBLISH A SUMMARY OF SAID ORDINANCE AMENDMENT. Wally Mertensotto stated that the Lions Club has obtained the Peter and Paul Wendinger band from New Ulm to play at the event which is scheduled from 12:00 noon to 6:00 p.m. Brats and sauerkraut will be served and security personnel will be on site. MOTION CARRIED WITH ALL AYES. The Park and Recreation Commission is recommending that a working session be scheduled to review various concerns the Commission has with the various platted public accesses in the City. The Commission feels that any resolution regarding these accesses is very complicated and will require additional time to resolve. An extension to the moratorium that is currently in effect was requested. Discussion ensued regarding how the City could ensure that these accesses be maintained as

dedicated to the public forever and what process would notify adjacent property owners of a request for vacation. City Attorney Sandelin stated with platted accesses, the property owner has to provide an affidavit of service through the Court, which notifies the adjacent property owners of the intent to vacate. Regarding the property remaining public, a trust or conservation easement could be put in place. City Attorney Sandelin stated that a policy or ordinance could be adopted, but that could be changed by future Council's. Mayor Swanson stated that an element could be included in the Comprehensive Plan, however this would not be binding forever. With the consensus of the Council, Dick Dietz addressed the Council. He stated that he owns 17 lots on Manhattan Point Boulevard and has never been notified of vacations that were approved in this area. He also stated that the lots are not dedicated to the plat owners, but are dedicated to the citizens. Morrie Mikkelsen addressed the Council and stated that the City of Osakis sold 50' lots about 12 to 14 years ago and due to the density, the residents were drinking sewer water. With the number of platted public accesses in the area of Manhattan Point Boulevard, there is a good possibility that maybe 20 years from now, these public accesses will be needed. Gene Courneyea stated that there is a 33' easement going down to Fawn Lake that kids can use to get to the lake to fish. He was opposed to the City approving any vacations for these easements. Mayor Swanson asked the Council if they were agreeable to extending the moratorium to the end of the year to allow additional time to research the issue. MOTION 06R-12-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DICK PHILIPS TO APPROVE ORDINANCE NO. 182 EXTENDING THE MORATORIUM ON THE VACATION OF STREETS, ALLEYS, PUBLIC GROUNDS, OR PUBLIC WAYS THAT TERMINATE AT OR ABUT UPON ANY PUBLIC WATER UNTIL JANUARY 12, 2004. Jon Henke will develop an agenda for a meeting to be held at a later date. MOTION CARRIED WITH ALL AYES.

2. ECONOMIC DEVELOPMENT AUTHORITY – The minutes of the April 7, 2003 meeting were included in the packet for Council information.
3. PUBLIC WORKS –
 - a. The Public Works Commission is recommending approval of a resolution to advertise for bids for improvement to Wildwood Drive, Wildwood Trail and Whitebirch Lane. MOTION 06R-13-03 WAS MADE BY DICK PHILLIPS AND SECONDED BY IRENE SCHULTZ TO APPROVE RESOLUTION NO. 03-25 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR WILDWOOD DRIVE, WILDWOOD TRAIL AND WHITEBIRCH LANE. It was noted that this was a petitioned project. MOTION CARRIED WITH ALL AYES.
 - b. The Public Works Commission is recommending approval of a resolution to advertise for bids for improvement to ABC Drive. This is a non-maintained road and paid at 100% by the property owners. MOTION 06R-14-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DARRELL SWANSON TO APPROVE RESOLUTION NO. 03-26 APPROVING

PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR ABC DRIVE. MOTION CARRIED WITH ALL AYES.

- c. The Public Works Commission is recommending approval of a resolution to advertise for bids for improvement to Brita Lane and Pine View Lane. This is a non-maintained road, petitioned by the residents, and paid at 100% by the property owners. MOTION 06R-15-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN EGGENA TO APPROVE RESOLUTION NO. 03-27 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR BRITA LANE AND PINEVIEW LANE. MOTION CARRIED WITH ALL AYES.
 - d. The Public Works Commission is recommending approval of a resolution to advertise for bids for improvement to a portion of Greer Lake Road. City Engineer Dave Reese has spoken with District State Aid Engineer Kelvin Howison regarding the funding that was approved by the State for improvement to a portion of Greer Lake Road as to whether it can be carried over into next year if the money is not utilized this year. City Engineer Reese was told that once the funds are designated for a project, they remain in the fund until the project has been completed. State Aid Engineer Howison informed City Engineer Reese that when state funds are utilized, prevailing wage, targeted group and other State Aid requirements must be adhered to. Based on this, it is being recommended that only the (City portion) North/South section of road be blacktopped this year. During the winter, the City can work with the County and Fairfield Township on a project to pave the balance of the road from County Road #114 in 2004. Councilmember Phillips asked if maybe the City should wait until next year to do the entire road and City Engineer Dave Reese stated that there is some advantage to including the City's portion of the road with this year's projects to get better pricing. MOTION 06R-16-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN EGGENA TO APPROVE RESOLUTION 03-28 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FROM THE ENTRANCE TO GREER LAKE CAMPGROUND, NORTH, TO LOT 18, GREER LAKE HOMESITES ADDITIONS. This improvement would be a City initiated project. MOTION CARRIED WITH ALL AYES.
 - e. Public Works Director Ted Strand stated that lots of activity is taking place around the City. The contractor has started pouring footings for the Joint Public Works Facility and the first lift station has been installed on the collection system.
4. CHARTER SCHOOL - Councilmember Schultz reported that the last day of school was May 30th. Seventy-five students are already enrolled for the 2003-2004 school year. With the construction of the new building, the school will be housing seventh and eight grade students during the next school session. There will be someone on Staff at the school during the summer for anyone wishing to enroll students.

5. **PUBLIC SAFETY** - Chief Bob Hartman reported 166 calls in Crosslake and 36 calls in Mission Township in May. He further stated that during the Safe & Sober Seat Belt Mobilization Project, no seat belt violations were issued in Crosslake. Acceptance of a donation of \$1500 from the Crosslake-Ideal Lions Club for purchase of equipment for the Police Department's participation with the Crow Wing County Tactical Response Team was requested. MOTION 06R-17-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DEAN EGGENA TO ACCEPT WITH APPRECIATION THE DONATION OF \$1500 FOR THE POLICE DEPARTMENT FROM THE CROSSLAKE-IDEAL LIONS CLUB. MOTION CARRIED WITH ALL AYES. Chief Hartman recommended to the Council that they take a "wait & see" position on any local policy's regarding the conceal/carry legislation recently approved by the State Legislature. Labor Attorney Steve Fecker will be sending a policy regarding how this legislation applies to employees. Mayor Swanson stated that there may be other agencies, council's and church's challenging the law and agreed Crosslake should wait to see what happens. Chief Hartman stated that the Council may want to address firearms in liquor establishments. City Attorney Sandelin stated that this would have to be included in the Liquor Ordinance. It was agreed that the City would take a wait and see attitude. Police Chief Hartman did provide information regarding the new law in the Council packet for Council information. Fire Chief Anderson reported 15 calls in May. Five calls were fire related and 10 were medical calls. Approval was requested for a temporary beer and set-up license for the Firemen's Dance scheduled for Saturday, July 26th at the Emergency Services Center. MOTION 06R-18-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DICK PHILLIPS TO APPROVE A TWO-DAY TEMPORARY 3.2 BEER LICENSE AND SET UP LICENSE FOR THE FIREMEN'S DANCE SCHEDULED FOR JULY 26TH AT THE ESC CONTINGENT ON RECEIPT OF A CERTIFICATE OF LIQUOR LIABILITY INSURANCE NAMING THE CITY AS AN ADDITIONAL INSURED. MOTION CARRIED WITH ALL AYES.
6. **RECYCLING** - Councilmember Phillips reported the collection of 21.58 tons in May for a year-to-date total of 66.80 tons.
7. **LIBRARY COMMITTEE** - Co-Chair Alden Hardwick addressed the Council and stated that the Library Committee has all of the material necessary to begin their fund raising drive. Paula Karl is forming a "Friends of the Library Group" from a list of over 100 names that have been collected. A book sale will be held this summer at the picnic shelter during the Art Show. The minutes of the May 19, 2003 and June 2, 2003 meetings were included for Council information.
8. **SEWER COMMITTEE** - Chair Dean Swanson stated that two items were before the Council that would be addressed by City Engineer Dave Reese. The first is certification of a pay request from KHC Construction from WSN which requests payment for administrative and overhead associated with shop drawing submittals, outfall line construction, forcemain from lift station F to the plant, yard piping, control building foundations, preliminary treatment mat foundation, concrete

reinforcement stored on site and yard piping stored on site. The amount requested is \$212,054. MOTION 06R-19-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DARRELL SWANSON TO APPROVE THE PAY REQUEST FOR KHC CONSTRUCTION IN THE AMOUNT OF \$212,054. Councilmember Phillips asked City Attorney Sandelin what would happen if the motion did not pass due to there being one Councilmember absent. City Attorney Sandelin stated that the City has a contractual obligation to pay the contractor and if the pay request is not paid, interest would accrue. The City has 10 days from the date the pay request is certified to pay the contractor. This request was certified on June 2nd by City Engineer Mark Hallan. MOTION CARRIED WITH ALL AYES. City Engineer Reese presented an update on the project. He stated that the Collection System has begun on Lift Station F. The precast structure for the lift station has been set and de-watering has taken place on Riverwood Lane and Riverwood Trail. The construction observer has been delivering notices to all property owners along the affected roads which is what will occur throughout the duration of the project. This notice informs the property owners of the weekly contractor meetings which the public is welcome to attend. If the property owners can identify the best location for their sewer stub, they are encouraged to work with the construction observer to identify these locations. If the property owners can locate their property pins, this would be helpful to the contractor also. Councilmember Eggnea asked if wells would be affected during the de-watering and City Engineer Reese stated that shallow wells could be affected and residents should contact the City or WSN if they are having any problems with their wells. .

9. UTILITIES – Office Manager Debby Floerchinger presented the highlights report in the absence of General Manager Dennis Leaser. The Utilities Commission has requested a joint meeting with the Council on Tuesday, July 29th at 9:00 A.M. at City Hall. A second joint meeting is set for September 30th at 9:00 A. M. at the Community Center. In October, WGN will be replaced with Animal Planet on cable tv. A scholarship application was submitted to Opastco for Kristin Tiggelaar and Kristin was awarded a \$500 scholarship. The company will be promoting Voicemail in July in an attempt to attract new customers. A settlement check for \$43,934 was recovered from one of the company's that had filed bankruptcy so Crosslake Communications did receive a portion of the amount owed. The minutes of the May 27, 2003 meeting were included for Council information along with Crosslake Cablevision Digital TV Report

10. PLANNING AND ZONING –

- a. Nancy Vernon reported that there were 82 permits issued in May for a valuation of \$1,400,170. This brings the year-to-date number of permits to 254 for a valuation of \$8,204,236.
- b. The Crow Wing County Permit Summary was included for Council information, however no total was reflected for Crosslake.
- c. The minutes of the April 25, 2003 Planning and Zoning Commission meeting were included for Council information.

- d. A letter was received from Harlan Johnson regarding the City's withdrawing from the flood plain program. This letter was forwarded to Ceil Strauss, DNR Floodplain Community Assistance Program Hydrologist and a reply was received back from Ms. Strauss dated May 21st which was included for Council information. Mayor Swanson stated that one of the benefits in remaining in the program would allow residents to get federally backed loans. Also, the City would be ineligible for any FEMA grants or Federal Disaster Assistance if the City did not remain in the Floodplain Program. FEMA is working on getting more accurate maps to identify flood plain areas, however, this undertaking will take a number of years to complete. There was some discussion regarding the levels of water in Cross Lake as the need is identified up stream and down stream. Nancy asked for direction from the Council regarding this issue. Councilmember Eggena suggested that discussion be held at the Planning and Zoning Commission level as to whether we want to revise the Flood Plain Ordinance and whether we are going to allow people to build or improve in the flood plain area. Nancy Vernon stated that there are guidelines regarding pre-existing properties in the flood plain area and the City recently went through a flood plain audit which they passed. The audit was on the Ordinance and the procedures the City uses for issuing permits in the flood plain area. Harlan Johnson will be invited to attend the Planning and Zoning Commission meeting when the issue is addressed.
- e. Staff Report dated June 9th regarding Final Plat approval for Westwood Estates First Addition – The City Council approved the preliminary plat on April 14, 2003 with conditions. The Planning and Zoning Commission is recommending Final Plat approval with conditions. MOTION 06R-20-03 WAS MADE BY DEAN EGGENA AND SECONDED BY IRENE SCHULTZ TO APPROVE THE FINAL PLAT FOR WESTWOOD ESTATES WITH THE FOLLOWING CONDITIONS: (1) ALL OF THE FEES ARE PAID TO THE CITY PRIOR TO SIGNING OF THE FINAL PLAT CONSISTING OF PARK DEDICATION FEES OF \$3,000; ALL CITY ENGINEER, SURVEYOR AND ATTORNEY FEES; (2) CITY ATTORNEY APPROVES THE TITLE OPINION FOR THE PLAT; (3) CITY SURVEYOR APPROVES THE FINAL PLAT BASED ON CONFORMANCE WITH STATE PLATTING LAWS; (4) THE DEVELOPER SHALL REIMBURSE THE CITY FOR ALL REASONABLE ADMINISTRATIVE COSTS, INCLUDING ENGINEERING AND LEGAL SERVICES, ASSOCIATED WITH THE REVIEW OF THIS PLAT; (5) BEST MANAGEMENT PRACTICES ARE USED DURING AND AFTER CONSTRUCTION TO PREVENT EROSION; (6) IF THE USE OF THE EXISTING GRAVEL PIT CONTINUES, THE FOLLOWING CONDITIONS SHALL BE ADHERED TO PER CHAPTER 8, SECTION 8.50, SUBD. 17, EXTRACTIVE USE STANDARDS – MINING – (a.) NO QUARRYING OPERATION SHALL BE CARRIED ON OR ANY STOCKPILE PLACED CLOSER THAN FIFTY (50) FEET FROM ANY PROPERTY LINE OR ROAD RIGHT-OF-

WAY; (b.) ALL EQUIPMENT AND MACHINERY SHALL BE OPERATED AND MAINTAINED IN SUCH A MANNER AS TO MINIMIZE DUST, NOISE AND VIBRATION; (c.) FOR SAFETY PURPOSES, ALL SLOPES SHALL BE DECREASED TO A SAFE SLOPE; (7) IF THE USE OF THE EXISTING SITE IS TERMINATED, THE FOLLOWING MUST TAKE PLACE FOR REHABILITATION AND RECLAMATION OF THIS AREA, ACCORDING TO CHAPTER 8, SECTION 8.50, SUBD. 17: (a.) SURFACE REHABILITATION – ALL EXCAVATION SHALL BE GRADED OR BACKFILLED TO CONTOUR AND SHAPE THE PEAKS AND DEPRESSIONS THEREOF, SO AS TO PROVIDE A GENTLY DRAINED SURFACE THAT WILL MINIMIZE EROSION DUE TO RAINFALL AND WHICH WILL BE IN SUBSTANTIAL CONFORMITY TO THE ADJOINING LAND AREA. FOUR INCHES OF NATIVE TOPSOIL SHALL BE PLACED ON ALL AREAS OF EXCAVATION; (b.) VEGETATION SHALL BE RESTORED BY APPROPRIATE SEEDS OF GRASSES OR PLANTING OF SHRUBS OR TREES IN ALL PARTS OF SAID MINING AREA; (c.) THE BANKS OF ALL EXCAVATIONS NOT BACKFILLED SHALL BE SLOPED NOT STEEPER THAN THREE (3) FEET HORIZONTAL TO ONE (1) FOOT VERTICAL AND SAID BANK SHALL BE SEEDED; (d.) THE CITY COULD CONSIDER REQUIRING A PERFORMANCE BOND OF NOT LESS THAN \$1000 AND NOT MORE THAN \$10,000 TO GUARANTEE THE RESTORATION, REHABILITATION AND RECLAMATION OF THESE AREAS AND THE RESTORATION SHALL BE COMPLETED WITHIN ONE (1) YEAR FROM THE DATE OF DISCONTINUANCE OF USE. MOTION CARRIED WITH ALL AYES.

- f. Staff Report dated June 9, 2003 regarding Final Plat for Silent Oaks – The City Council approved the Preliminary Plat for Silent Oaks on April 14, 2003 with conditions. The Planning and Zoning Commission is recommending Council approval on the final plat with conditions. Nancy Vernon received a request from the developer for approval to begin clearing contingent upon a signed Development Agreement and Letter of Credit being submitted prior to any work being done. Staff is recommending that this be listed as a condition along with those recommended by the Planning and Zoning Commission. City Administrator Swenson noted that in the Development Agreement it states that the letter of credit expires on October 15, 2003. This date should be changed to reflect the Letter of Credit expiration date of June 9, 2004. MOTION 06R-21-03 WAS MADE BY DEAN EGGENA AND SECONDED BY IRENE SCHULTZ TO APPROVE THE FINAL PLAT FOR SILENT OAKS WITH THE FOLLOWING CONDITIONS: (1) ALL OF THE FOLLOWING FEES ARE PAID TO THE CITY PRIOR TO THE SIGNING OF THE FINAL PLAT INCLUDING PARK DEDICATION FEE OF \$15,500, ALL CITY ENGINEER, CITY SURVEYOR AND CITY ATTORNEY FEES; THAT ALL OF THE FOLLOWING ARE COMPLETED AND/OR SUBMITTED

PRIOR TO THE SIGNING OF THE FINAL PLAT: CITY ATTORNEY APPROVES THE TITLE OPINION FOR THE PLAT; THE DEVELOPER SHALL RETAIN A PROFESSIONAL ENGINEER, REGISTERED IN THE STATE OF MINNESOTA, TO INVESTIGATE THE SITE CONDITIONS AND PREPARE PLANS AND SPECIFICATIONS IN SUBSTANTIAL CONFORMANCE WITH THE MINIMUM CITY ROAD STANDARDS; THE DEVELOPER SHALL PROVIDE A COST ESTIMATE OF THE ROAD CONSTRUCTION AND POST A BOND OR SECURITY WITH THE CITY FOR 125% OF THE ESTIMATED COST OF THE IMPROVEMENTS, IN ACCORDANCE WITH THE CURRENT CITY ORDINANCE; A DEVELOPMENT AGREEMENT SHALL BE PREPARED THAT OUTLINES THE COSTS AND BONDING REQUIREMENTS FOR THE ROAD; THE CITY ATTORNEY SHALL REVIEW AND APPROVE THE DEVELOPMENT AGREEMENT; (3) THE PROPOSED PUBLIC ROAD IS CONSTRUCTED TO CITY STANDARDS AND APPROVED BY THE PUBLIC WORKS COMMISSION WITH RECOMMENDATIONS FROM THE CITY ENGINEER; (4) INSPECTION OF THE NEW STREET SHALL BE MADE BY THE CITY ENGINEER WITH THE COST OF SUCH INSPECTIONS PASSED ON TO THE DEVELOPER; (5) ACCEPTANCE OF THE PUBLIC IMPROVEMENTS BY THE CITY SHALL BE CONTINGENT UPON RECEIPT OF WRITTEN CERTIFICATION BY THE DEVELOPER'S ENGINEER THAT THE CONSTRUCTION HAS BEEN COMPLETED IN ACCORDANCE WITH THE APPROVED PLANS AND SPECIFICATIONS AND SUBMITTAL OF CERTIFIED RECORD DRAWINGS; (6) THE DEVELOPER SHALL REIMBURSE THE CITY FOR ALL REASONABLE ADMINISTRATIVE COSTS, INCLUDING ENGINEERING AND LEGAL SERVICES, ASSOCIATED WITH THE REVIEW OF THIS PLAT; (7) BEST MANAGEMENT PRACTICES ARE USED DURING AND AFTER CONSTRUCTION TO PREVENT EROSION; (8) NO CONSTRUCTION, TRAIL DEVELOPMENT, ROUTING OF UTILITY LINES OR OTHER GROUND-DISTURBING ACTIVITIES SHOULD OCCUR WITHIN AT LEAST 20 FEET OF THE BASE OF THE EARTH WORKS; (9) A PERMANENT FENCE SHALL BE INSTALLED AT A SETBACK OF 20 FEET FROM THE BASE OF THE MOUNDS; (10) A 20 FOOT BUFFER AROUND THE MOUNDS MUST BE FENCED DURING CONSTRUCTION WITH TEMPORARY FENCING TO PROVIDE A VISUAL AND PHYSICAL BARRIER TO INADVERTENT IMPACT DURING SITE DEVELOPMENT; (11) NO VEGETATION OR STUMP REMOVAL IS PERMITTED WITHIN THE DESIGNATED MOUND AREA; (12) THE MOUNDS SHALL BE MAPPED AND ADDED TO THE PARCEL'S PLAT, REFERENCED IN ANY DEEDS OR ABSTRACTS FOR THE PROPERTY WITH REFERENCE TO THEIR PROTECTION UNDER PROVISIONS OF MS 307.08 OR SUBSEQUENT REVISIONS; (13) APPROVAL OF THE ROAD PLANS IS

CONTINGENT UPON REVIEW AND APPROVAL BY THE PUBLIC WORKS COMMISSION ON JUNE 16, 2003; (14) A CONSTRUCTION DEPOSIT IS PAID TO CROSSLAKE COMMUNICATIONS FOR CABLE TV AND TELEPHONE UTILITIES PRIOR TO CONSTRUCTION OF ANY SUCH UTILITIES WITHIN THE DEVELOPMENT; AND (15) THAT THE DEVELOPER BE ALLOWED TO BEGIN CLEARING CONTINGENT UPON A SIGNED DEVELOPMENT AGREEMENT AND LETTER OF CREDIT BEING SUBMITTED PRIOR TO ANY WORK BEING DONE. MOTION CARRIED WITH ALL AYES.

- g. Staff Report regarding Park Dedication for PUD "Lakeside Scenic Villas" – The Planning and Zoning Commission approved the Conditional Use Permit and Variance Application for Lakeside Scenic Villas, however Park Dedication Fees requires Council approval. There are some issues regarding park dedication wording in the ordinance and Staff requested that the issue be tabled until the June 17th Special Council meeting. Gerry Brine, Attorney representing the applicant, addressed the Council. City Administrator Swenson inquired whether this issue fell under the 60 day rule and City Attorney Sandelin stated that it does, however, Attorney Brine stated that the applicant did not have a problem with the item being tabled provided it is heard at the June 17th meeting. Nancy Vernon reminded everyone of the Comprehensive Plan Open House which is scheduled for June 28th from 9:00 – 11:00 A.M. Everyone was encouraged to attend this event. The Planning and Zoning Commission recommended that all deeded property owners be sent an invitation and these have been mailed.

11. LONG RANGE CAPITAL PLANNING COMMISSION - Nancy Vernon informed the Council that a check in the amount of \$5,000 was received from the Initiative Foundation for the Healthy Community Partnership Project.

12. PERSONNEL –

- a. Memo dated May 19th from Personnel Committee regarding use of temporary agency at Crosslake Communications – Approval was requested to fill the vacant Receptionist/Assistant Billing Clerk position with the use of a temporary agency at an estimated cost of \$8,000 for 25 hours per week for 20 weeks. MOTION 06R-22-03 WAS MADE BY DEAN EGGENA AND SECONDED BY IRENE SCHULTZ TO APPROVE THE USE OF A TEMPORARY AGENCY AT CROSSLAKE COMMUNICATIONS. MOTION CARRIED WITH ALL AYES.
- b. Memo dated May 30, 2003 from Personnel Committee regarding pay increase for call-in/part time office employees – Approval to increase the minimum pay to \$7.50 per hour was requested for call-in/part time office employees – MOTION 06R-23-03 WAS MADE BY DEAN EGGENA AND SECONDED BY IRENE SCHULTZ TO APPROVE A PAY INCREASE TO \$7.50 PER HOUR FOR CALL-IN/PART TIME EMPLOYEES IN THE PARK DEPARTMENT. MOTION CARRIED WITH ALL AYES.

- c. Letter dated May 29, 2003 from AFSCME informed the City that Char Brink will be the Council 65 Staff Representative assigned to represent the employees of the City of Crosslake, AFSCME Local Union #689.
- d. Memo dated June 6, 2003 from Personnel Committee regarding payroll dates in 2003 – Council approval was requested to pay one additional paycheck in 2003 in order to bring year-end more in line with the end of the calendar year. This will not increase any wages paid to employees, but will increase employees' W-2 earnings. Without the additional payroll processing, the year would close on December 13th. With the additional payroll, hours worked through December 27th will be considered as 2003 earnings. MOTION 06R-24-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DARRELL SWANSON TO APPROVE 27 PAYROLLS FOR EMPLOYEES IN 2003 TO BRING YEAR END IN LINE WITH THE CALENDAR YEAR. MOTION CARRIED WITH ALL AYES.
- e. Memo dated June 6, 2003 from Personnel Committee regarding employment offer for Community Development Director – The Personnel Committee at its meeting of June 6th approved a motion recommending to the Council, the hiring of Ken Anderson as Community Development Director with a starting date of July 1st including a wage and benefit package. MOTION 06R-25-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DARRELL SWANSON TO HIRE KEN ANDERSON TO THE POSITION OF COMMUNITY DEVELOPMENT DIRECTOR. Councilmember Phillips stated that in reading the minutes of the May 20th Council meeting, it was the direction of the Council that the Planning and Zoning Commission be involved in reviewing the pressure points identified by Staff in the Planning and Zoning Department. Since this review by Planning and Zoning has not taken place, Councilmember Phillips stated that he was rescinding the position he took at the Personnel Committee Meeting and would not circumvent the Planning and Zoning Commission. Councilmember Eggena agreed with this position and stated that he had been provided with a memo which was prepared by Staff of Planning & Zoning, however the Commission has not been given the opportunity to do their part of the process which was approved by the Council on a 5-0 vote. Nancy Vernon stated that the Planning and Zoning Commission would be reviewing the Staff Report at their meeting of June 27th. Councilmember Eggena stated that if ordinance changes can be adopted, which lessens the work in the department, maybe another Staff person is not required. This is what the Planning and Zoning Commission needs to consider. City Administrator Swenson expressed concern with burning out the two individuals who are working in the department until such time as ordinance changes can be adopted. He supports the idea of reviewing the Ordinance's for possible changes but doesn't know if this work can be done fast enough. Mayor Swanson stated that the Personnel Committee reviewed the workload situation and did see an immediate need, however, the process, which the Council approved was not followed. Mayor Swanson asked the Council if they would be agreeable with temporary help in the interim.

Councilmember Phillips asked if special meetings could be held to expedite the process. MOTION 06R-25-03 WAS WITHDRAWN BY IRENE SCHULTZ AND SECONDED BY DARRELL SWANSON.

MOTION 06R-26-03 WAS MADE BY DEAN EGGENA AND SECONDED BY DICK PHILLIPS TO AUTHORIZE THE CITY ADMINISTRATOR TO HIRE THE NECESSARY HELP NEEDED TO GET THE PLANNING AND ZONING DEPARTMENT THROUGH THIS PERIOD OF SHORTAGE AND THAT STEPS BE TAKEN TO EXPEDITE THE PROCESS OF EVALUATING THE WORKLOAD. City Administrator Swenson asked for a clarification on the hiring of help and he was told that he was authorized to hire whatever help was needed to assist in the Department. MOTION CARRIED WITH COUNCILMEMBER SCHULTZ VOTING NAY.

- f. Memo dated June 6, 2003 from the Personnel Committee regarding job description, comparable worth points and salary schedule for Heavy Equipment/Sewer Operator – MOTION 06R-27-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DARRELL SWANSON TO APPROVE THE HEAVY EQUIPMENT/SEWER OPERATOR JOB DESCRIPTION. MOTION CARRIED WITH ALL AYES.

MOTION 06R-28-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DARRELL SWANSON TO APPROVE 215 COMPARABLE WORTH POINTS FOR THE HEAVY EQUIPMENT/SEWER OPERATOR POSITION. MOTION CARRIED WITH ALL AYES.

MOTION 06R-29-03 WAS MADE BY IRENE SCHULTZ AND SECONDED BY DARRELL SWANSON TO APPROVE ADDING 50 CENTS PER STEP TO THE HEAVY EQUIPMENT OPERATOR/MAINTENANCE SALARY SCHEDULE FOR THE HEAVY EQUIPMENT/SEWER OPERATOR POSITION. MOTION CARRIED WITH ALL AYES.

MOTION 06R-30-03 WAS MADE BY DICK PHILLIPS AND SECONDED BY DEAN EGGENA TO AUTHORIZE POSTING AND ADVERTISING FOR THE POSITION AND TO FORWARD A LETTER OF UNDERSTANDING TO THE UNION RELATED TO THIS NEWLY CREATED POSITION. MOTION CARRIED WITH ALL AYES.

H. OLD BUSINESS - None

I. NEW BUSINESS - None

J. PUBLIC FORUM – Nancy Vernon addressed the Council and expressed her disappointment with the Council in having had five months to review whether a replacement was needed for the Community Development Director position and after this

length of time, the hiring was not approved. Nancy told the Council that she was resigning and to consider having been given a two-week notice effective this date.

Attorney Gerry Brine addressed the Council and inquired as to the status of the TIF Agreement for Crosswoods Development. Attorney Brine requested that, due to the time that has lapsed, the item be placed on the agenda for the June 17th Special Council Meeting. The Council consented to this request.

K. ADJOURN - MOTION 06R-31-03 WAS MADE BY DEAN EGGENA AND SECONDED BY DICK PHILLIPS TO ADJOURN THIS REGULAR COUNCIL MEETING AT 10:35 P.M. MOTION CARRIED WITH ALL AYES.

Recorded and transcribed by,


Darlene J. Roach
City Clerk/Treasurer

Shared - REGULAR COUNCIL MEETING - June 9, 2003

BILLS FOR APPROVAL
9-Jun-03

VENDORS	DEPT	AMOUNT
Ace Hardware, mallet, hardware	P&R	2.64
Ace Hardware, power mop, video tape	P&R	9.76
Ace Hardware, chrome ball	PW	9.36
Ace Hardware, lawn seed water saver	PW	40.21
Ace Hardware, paint, propane	P&R	71.32
Ace Hardware, drill bit, drill extractor	PW	66.54
Ace Hardware, 6" hasp, warded locking steel	P&R	20.42
Anderson Brothers, class 5	PW	606.38
Animal Control Enforcement Services, pick up dog 5-24	Police	49.44
Anoka Hennepin Technical College, liveburn at old zorbaz	Fire	650.00
Auto Value West, fuel pump	Fire	24.35
Bjerga's Feed Stores, fertilizer	P&R	212.00
BLADC, 2003 contract	Gov't	625.00
Blakeman Pumping Service, portable toilets	PW	53.34
Bobby Willard, reimburse for camera bag	Police	21.37
Brainerd Sports, boat and trailer ck#34045	Sewer	2,089.13
Campion, Barrow & Assoc., public safety post offer testing	Police	375.00
Career Clothes, badge and key holder	Police	26.63
Cascade Computers, replace carlas computer	P&Z	260.00
Cellular One, cell phone charges	PW	27.53
Cellular One, cell phone charges	Police	120.28
Chuck Miller, keys	P&R	18.75
Council #65, union dues	ALL	205.10
Crosslake Communications, phone, fax, cable, internet	ALL	1,319.50
Crosslake Construction, clean up site	PW	67.20
Crosslake Construction, refund for withdrawn variance application	P&Z	180.00
Crosslake Construction, repair slack adjusters on ford l8000	PW	637.35
Crosslake Drug, film developing	Police	7.02
Crosslake Rolloff, recycling	Gov't	2,450.00
Crow Wing County Treasurer, tif administration	Gov't	200.00
Crow Wing Power, electric utilities	ALL	1,196.11
Culligan, water and cooler rental	Gov't	40.47
Culligan, cooler rental	PW	23.43
Dacotah Paper, towels, cups	Gov't	76.05
Dacotah Paper, tissues, towels, mop	P&R	290.94
Deferred Comp	ALL	1,051.96
Delta Dental, dental insurance	ALL	1,192.20
Display Sales, flags	Gov't	166.14
D M Investments, cemetery land payment	Gov't	11,178.48
Echo Publishing, letterhead	P&Z/Admin	56.07
Echo Publishing, public hearing 5/23	P&Z	50.63
Echo Publishing, ordinance 176	Admin	23.63
Echo Publishing, summary ordinance	P&Z	23.63
Evergreen Electric, fix sprinkler pump	P&R	104.35
First Supply, pvc pipe	P&R	7.18

Fisher Signs, e911 sign	PW	35.00
Fortis, disability	ALL	177.22
Fyle's Honey Wagon, bucket heater	Gov't	135.00
Gammello Sandelin Qualley, legal fees	ALL	8,405.91
Greg Larson Sports, baseball scorebook	P&R	7.22
Greg Larson Sports, rubber pitcher	P&R	14.16
Greg Larson Sports, white aerosol paint	P&R	119.26
Holiday Station, fuel	P&Z	24.94
Holiday Station, fuel	Police	41.36
Houston Ford, tire rotation, oil change	Police	37.72
Initiative Foundation, donation	Gov't	1,000.00
Jack Stone, golf lessons	P&R	225.00
Joe Ulschmid, reimburse uniform	P&R	89.73
Johnson Killen Seiler, labor negotiations	Gov't	1,286.80
L & M Steel, steel bracket for siren	PW	58.47
Marco, staples for copier	P&Z/Admin	72.10
Martin Communications, radio is dead	Fire	79.63
Martin Communications, test antenna	Fire	38.87
Martin Communications, check over radio system	Fire	62.80
Martin Communications, poor radio operations	Fire	105.00
Martin Communications, fix low volume	Fire	41.25
Mastercard, Anaconda Sports, baseballs	P&R	54.68
Mastercard, Brainerd Sports, drop bars	Sewer	30.68
Medica, health insurance	ALL	11,084.71
Mike Arnsden, reimburse travel	PW	89.62
Minnesota T's, caps	P&R	237.60
MN Benefits	Admin	100.92
MN Life, life insurance	ALL	198.10
Moonlite Square, fuel	Fire	144.41
Morrison County Tractor, filters	P&R	79.26
Morrison County Tractor, filters	PW	96.53
NCPERS-Life Insurance	ALL	128.00
North Ambulance, subsidy	Ambulance	1,103.00
North Memorial EMS Education, 1st responder text	Fire	96.00
Office Max, keyboard, mouse	Admin	63.34
Office Max, cartridges, markers, rubberbands, paper	P&R	141.88
Office Max, color copies	Gov't	84.78
Parent's Assn for Youth Sports, clinic materials	P&R	265.00
Pequot Auto Parts, oil filters	PW	24.60
PERA	ALL	N/A
Pitney Bowes, postage meter rental	P&Z/Admin	131.00
Reed's Market, sentence to serve	PW	43.43
Reed's Market, sentence to serve	PW	14.90
Reed's Market, sentence to serve	PW	23.93
Reed's Market, sentence to serve	PW	7.99
Reed's Market, toilet bowl cleaner, coffee filters	P&R	24.63
Robert Castle, mount siren	PW	225.00
Robert Castle, weld fence post	PW	70.00
Simonson Lumber, 4x8 boards	Gov't	54.72
State and Federal Taxes	ALL	N/A
Steve Shavely, umpire clinic	P&R	20.00

ADDITIONAL BILLS FOR APPROVAL

9-Jun-03

VENDOR	DEPT	AMOUNT
Ace Hardware, flat bar, ant traps	P&R	8.92
Anderson Brothers, crack sealing	PW	8,180.00
Crow Wing County Treasurer, e911 addresses	Gov't	175.00
Echo Publishing, employment ad	P&R	28.00
Echo Publishing, employment ad	P&R	28.00
Echo Publishing, employment ad	P&R	17.00
Echo Publishing, employment ad	P&R	17.00
Echo Publishing, envelopes	P&R	53.62
Fastenal, signs and hard helmets	PW	56.39
Houston Ford, oil change	Police	34.48
Houston Ford, oil change	Police	34.16
L&M Steel, repair concession stand door	P&R	183.90
League of MN Cities, builders risk insurance	Sewer	1,038.00
Mastercard, Walmart, tennis balls	P&R	148.38
Office Max, ink cartridges	Admin/P&Z	92.63
Provident Life and Accident, disability insurance	Admin	191.47
Reed's Sporting Goods, uniform	Police	105.99
Streichers, uniform	Police	88.40
Streichers, uniform	Police	19.97
The Office Shop, computer paper	Admin	21.29
US Postmaster, estimate postage for invitations	CompPlan	527.96
Viking Coca Cola, pop	P&R	20.45
Viking Coca Cola, pop	P&R	63.84
Viking Industrial North, white hard hats	PW	12.84
Viking Industrial North, gloves and vests	PW	85.05
TOTAL		11,232.74

RESOLUTION 03-24
TO ADOPT FOR RENEWAL EXISTING LIQUOR LICENSE
ESTABLISHMENTS FOR 2003-2004

WHEREAS, the City of Crosslake does hereby resolve to adopt the Liquor License Renewals of establishments licensed in 2003-2004 for the licensing year 2003-2004:

ON-SALE (INTOXICATING) \$1500.00

Cedar Chest
Zorbaz
Riverside Inn
Andy's Restaurant/Liquors
Ye Olde Wharf
Moonlite Bay
The Exchange Club

OFF-SALE (INTOXICATING) \$100.00

Channel Liquors
Barstock Liquors
Riverside Inn
Andy's Restaurant/Liquors
The Exchange Club

SUNDAY (INTOXICATING) \$200.00

Zorbaz
Cedar Chest
Riverside Inn
Andy's Restaurant/Liquors
Ye Olde Wharf
Moonlite Bay
The Exchange Club

STRONG BEER ON-SALE \$75.00

Famous Dave's

WINE LICENSE - \$100.00

Ox Lake Tavern
Famous Dave's

CLUB

American Legion On-Sale \$300.00
American Legion Sunday \$200.00

ON-SALE (NON-INTOX.) \$75.00

Ox Lake Tavern
Crosswoods Golf

OFF-SALE (NON-INTOX.) \$25.00

Ox Lake Tavern
Bait Box Marina, Inc.
Reed's Country Market
Video Plus
Mermaid Enterprises/Holiday Station

SET-UP LICENSE \$50.00

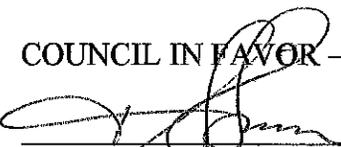
Ox Lake Tavern

CONSUMPTION & DISPLAY

Ox Lake Tavern

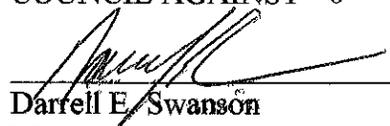
BE IT RESOLVED, that the City Council for the City of Crosslake, Minnesota go on record as renewing the above establishments for liquor/beer licensing for the period of July 1, 2003 – June 30, 2004, at a Regular Council Meeting on the 9th day of June, 2003, after all licensing requirements are met, Police Department background checks completed and approval by the Liquor Control Commission.

COUNCIL IN FAVOR - 4



Thomas N. Swenson
City Administrator

COUNCIL AGAINST - 0



Darrell E. Swanson
Mayor

CITY OF CROSSLAKE

RESOLUTION NO. 03-25

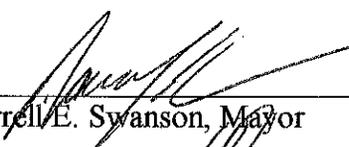
RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on December 20, 2003, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Wildwood Drive from the intersection of C.S.A.H. 3 to the end of the road (Block One, Lot 18) and Wildwood Trail from the intersection of Wildwood Drive to the end of the road (Block Four, Lot 9) 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 2:00 P.M. on July 10, 2003, 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 July 14, 2003, 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 9th day of June, 2003.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator

CITY OF CROSSLAKE

RESOLUTION NO. 03-26

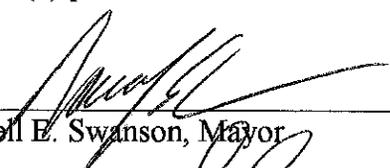
RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on December 20, 2003, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of ABC Drive from the intersection of C.S.A.H. 16, north, approximately 1130 feet and has presented such plans and specifications to the Council for approval.

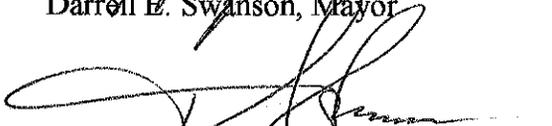
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF
CROSSLAKE, MINNESOTA:

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 2:00 P.M. on July 10, 2003, 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 July 14, 2003, 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 9th day of June, 2003.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator

CITY OF CROSSLAKE

RESOLUTION NO. 03-27

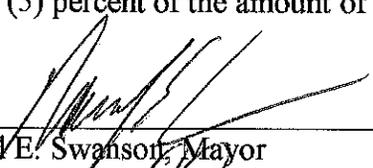
RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on December 20, 2003, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Brita Lane from the intersection of C.S.A.H. 36 to the intersection of Pine View Lane, the entire length of Pine View Lane and approximately 200 feet of Shafer Road from intersection of Pine View Lane, west, to the existing bituminous surface 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 2:00 P.M. on July 10, 2003, 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 July 14, 2003, 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 9th day of June, 2003.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator

CITY OF CROSSLAKE

RESOLUTION NO. 03-28

RESOLUTION APPROVING PLANS AND SPECIFICATIONS
AND ORDERING ADVERTISEMENT FOR BIDS

WHEREAS, pursuant to a Resolution passed by the Council on December 20, 2003, the City Engineer, Widseth Smith Nolting has prepared plans and specifications for the improvement of Greer Lake Road from the entrance to Greer Lake Campground, north, to Lot 18, Greer Lake Homesites Addition 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 2:00 P.M. on July 10, 2003, 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 July 14, 2003, 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 9th day of June, 2003.



Darrell E. Swanson, Mayor



Thomas N. Swenson, City Administrator