

**REGULAR COUNCIL MEETING  
JUNE 9, 1997  
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, 1997. The following Councilmembers were present: Mayor Robert Scott, Donna Keiffer, Charles Miller, Raymond Smyth and Richard Upton. Also present was City Attorney Paul Sandelin, City Surveyor Don Coulter, City Engineer Mark Hallan, Reporter Jean Paul Hudon, and Deputy Clerk Darlene Roach. There were approximately 25 individuals in the audience.**

**Mayor Scott called the regular Council meeting to order at 7:00 P.M.**

**CRITICAL ISSUES -**

**Mr. John Fellerer, Executive Director of Lakes Area Habitat for Humanity located in Brainerd, addressed the Council and explained the mission of the organization. The local chapter has requested that the City consider donating the Stanley house, located on the property at the corner of CSAH #66 and Daggett Pine Road, which the City is considering purchasing. The house would be relocated to another site .**

**Ray Smyth asked if the purchase of the property had been completed and was informed that the City was waiting for an appraisal.**

**MOTION 06R-01-97 WAS MADE BY CHUCK MILLER AND SECONDED BY DICK UPTON TO TABLE THE REQUEST FROM HABITAT FOR HUMANITY FOR DONATION OF THE HOUSE ON THE STANLEY PROPERTY TO NEXT MONTH'S MEETING. MOTION CARRIED UNANIMOUSLY.**

**CONSENT CALENDAR -**

**MOTION 06R-02-97 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE ALL ITEMS ON THE CONSENT CALENDAR CONSISTING OF (1) MINUTES OF APRIL 21, 1997 SPECIAL COUNCIL MEETING; (2) MINUTES OF MAY 12, 1997 MEETING WITH A CORRECTION ON PAGE 1 TO READ " THAT A SPECIAL COUNCIL MEETING BE SET FOR WEDNESDAY, MAY 21, 1997". (3) MINUTES OF MAY 19, 1997 SPECIAL COUNCIL MEETING; (4) MINUTES OF MAY 21, 1997 SPECIAL COUNCIL MEETING; (5) MINUTES OF MAY 23, 1997 SPECIAL COUNCIL MEETING; (6) MINUTES OF JUNE 2, 1997 SPECIAL COUNCIL MEETING; (7) CLERK/TREASURER FINANCIAL REPORT FOR APRIL, 1997; (8) TELEPHONE COMPANY FINANCIAL REPORT FOR APRIL, 1997; AND (9) CABLE COMPANY FINANCIAL REPORT FOR APRIL, 1997. MOTION CARRIED UNANIMOUSLY.**

**CLERK'S REPORT -**

**1. Bills for Payment - MOTION 06R-03-97 WAS MADE BY DICK UPTON AND SECONDED BY DONNA KEIFFER TO APPROVE ALL BILLS FOR PAYMENT AS LISTED (See attached). MOTION CARRIED UNANIMOUSLY.**

**2. Pequot Lakes/Crosslake Youth Hockey Association -**

A request for a one day gambling permit for Thursday, July 3<sup>rd</sup> to sell pull tabs at the site of the street dance was reviewed by the Council.

**MOTION 06R-04-97 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO APPROVE A ONE DAY OFF SITE GAMBLING LICENSE FOR PEQUOT LAKES/CROSSLAKE YOUTH HOCKEY ASSOCIATION SUBJECT TO APPROVAL OF THE CITY ATTORNEY THAT THE ORDINANCE ALLOWS FOR ONE DAY LICENSES. MOTION CARRIED UNANIMOUSLY.**

A request to add Moonlite Square as an additional location for selling pull tabs was reviewed.

**MOTION 06R-05-97 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO APPROVE PEQUOT/CROSSLAKE YOUTH HOCKEY ASSOCIATION'S REQUEST FOR AN ADDITIONAL SITE AT MOONLITE SQUARE TO SELL PULL TABS. MOTION CARRIED UNANIMOUSLY.**

**3. Renewal of City's insurance -**

The renewal of the City's insurance coverage with the League of Minnesota Cities was discussed. The Council also reviewed the purchasing of additional coverage for waiver of immunity, the open meeting law and petrofund reimbursement.

**MOTION 06R-06-97 WAS MADE BY CHUCK MILLER AND SECONDED BY DONNA KEIFFER TO APPROVE RENEWING THE LMCIT INSURANCE INCLUDING THE ADDITIONAL WAIVER OF IMMUNITY, OPEN MEETING COVERAGE AND PETROFUND REIMBURSEMENT. MOTION CARRIED UNANIMOUSLY.**

**4. Minnesota Mutual Life Insurance Company Rate Increase -**

An increase in the City paid employee life insurance premium from 20 cents per thousand to 29 cents per thousand was reviewed.

**MOTION 06R-07-97 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO SEEK ADDITIONAL QUOTES FROM INSURANCE COMPANIES FOR THE CITY PAID LIFE INSURANCE. MOTION CARRIED UNANIMOUSLY.**

**5. Brainerd Lakes Area Development Corporation Activity Report -**

Colleen Jentsch, who is retiring from BLADC, introduced Denise Koering as her replacement for the Crosslake area.

**6. MN Association of Small Cities 1997-1998 Membership Dues -**  
**MOTION 06R-08-97 WAS MADE BY DICK UPTON AND SECONDED BY RAY SMYTH TO CONTINUE MEMBERSHIP IN THE MINNESOTA ASSOCIATION OF SMALL CITIES BY PAYMENT OF DUES IN THE AMOUNT OF \$344.34. MOTION CARRIED UNANIMOUSLY.**

A special Council meeting was set for Monday, June 23, 1997 at 1:00 P.M. to review the 1997 audit.

**PLANNING AND ZONING -**

**1. Final Plat - Nelson's East Shore Landing - The Planning and Zoning Commission recommended approval of the final plat for Phase 1 of Nelson's East Shore Landing. The City Attorney will complete his review of the association documents and obtain a title opinion.**

**MOTION 06R-09-97 WAS MADE BY DICK UPTON AND SECONDED BY DONNA KEIFFER TO APPROVE THE FINAL PLAT OF EAST SHORE LANDING. MOTION CARRIED UNANIMOUSLY.**

**2. Preliminary Plat - M&D Addition -**

**MOTION 06R-10-97 WAS MADE BY DICK UPTON AND SECONDED BY CHUCK MILLER TO APPROVE THE PRELIMINARY PLAT FOR M&D ADDITION WITH THE UNDERSTANDING THAT THE ITEMS LISTED IN THE STAFF REPORT BE COMPLIED WITH. MOTION CARRIED UNANIMOUSLY.**

**3. Maternity Leave - Teri Hastings has requested eight weeks off for maternity leave. In her absence, Karin Lagaard will handle the Planning and Zoning Office. Jeff Miller of Widseth Smith Nolting has indicated that he would be available to answer questions as needed. Tim Polipnick of Breezy Point will be available for septic inspections.**

**MOTION 06R-11-97 WAS MADE BY DICK UPTON AND SECONDED BY DONNA KEIFFER TO PAY A FEE OF \$40.00 TO TIM POLIPNICK FOR EACH SEPTIC INSPECTION HE PERFORMS. MOTION CARRIED UNANIMOUSLY.**

**4. Vacancy on Commission - Dick Upton publicly thanked all of the many volunteers who serve on commissions. He mentioned that an item discussed at the May meeting, which had not been acted upon, required additional consideration.**

**MOTION 06R-12-97 WAS MADE BY DICK UPTON AND SECONDED BY RAY SMYTH TO APPROVE THE APPOINTMENT OF JACK WEBSTER TO A THREE YEAR TERM ON THE PLANNING AND ZONING COMMISSION. After some discussion regarding whether a defeated candidate can serve as a commission member within one year, the City Attorney stated that the City**

Code leaves the decision up to the Council along with the number of members and alternates. Mr. Webster had been recommended as a regular member by the Planning and Zoning Commission at the May meeting. When calling for a vote, MOTION CARRIED WITH CHUCK MILLER OPPOSED.

**2. LONG RANGE CAPITAL PLANNING -**

Mayor Scott reported that sewer grants are still being looked at by the grant writer and asked City Engineer Mark Hallan to give a report on the surveys that had been mailed. Mr. Hallan commented that 175 individuals had returned surveys and 225 are needed. He said the responses were coming back very complete so should be statistically valid.

**PARK AND RECREATION -**

1. **Acceptance of Gifts -** The Park and Recreation Department recommended the acceptance of gifts as follows: (1) A basket of baseballs from Jim Soderlund, (2) A new carpet for the concession stand and its installation from Greg and Julie Lian; (3) A donation of a pussy willow tree from Ray and Grace Midlo and the donation of time and equipment to move the tree by Ray, Steve and Randy Peterson of Northern Lakes Nurseries.

MOTION 06R-13-97 WAS MADE BY RAY SMYTH AND SECONDED BY DICK UPTON TO APPROVE THE ACCEPTANCE OF GIFTS TO THE CROSSLAKE COMMUNITY CENTER. MOTION CARRIED UNANIMOUSLY.

2. **Summer Baseball Coaches -** Two individuals were recommended for employment as coaches.

MOTION 06R-14-97 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE THE HIRING OF MICHAEL SHOGREN IN THE PARK AND RECREATION DEPARTMENT WITH COMPENSATION IN THE AMOUNT OF \$6.50 PER HOUR. MOTION CARRIED UNANIMOUSLY.

MOTION 06R-15-97 WAS MADE BY RAY SMYTH AND SECONDED BY DICK UPTON TO APPROVE THE SEASONAL HIRING OF JON DALE IN THE PARK AND RECREATION DEPARTMENT AT AN HOURLY RATE OF \$10.00 PER HOUR. MOTION CARRIED UNANIMOUSLY.

3. **The Park and Recreation Department has developed four job classifications for use within the department which have been approved by the Union. The job titles include building assistant, park maintenance,**

building and registration coordinator and park and recreation assistant. In addition, pay ranges and job descriptions have been completed.

**MOTION 06R-16-97 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO APPROVE FOUR POSITION TITLES AND CLASSIFICATIONS FOR THE PARK AND RECREATION DEPARTMENT. MOTION CARRIED UNANIMOUSLY.**

4. Rob Larson requested approval to promote Rose Stimac to Building and Registration Coordinator at an hourly wage of \$6.00 per hour. Her responsibilities have increased over the past few months due to the departure of another employee.

**MOTION 06R-17-97 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE THE APPOINTMENT OF ROSE STIMAC AS BUILDING AND REGISTRATION COORDINATOR AT \$6.00 PER HOUR. MOTION CARRIED UNANIMOUSLY.**

**PUBLIC SAFETY -**

1. Warning Sirens - The Commission recommended the purchase of four sirens. The Council requested that John Backdahl contact Civil Defense agencies and come up with a set up specifications for the sirens. The sirens will be placed where the highest concentration of people are located. One will replace the siren currently installed at the Telephone Company. The second will be in the area of the South Bay on Cross Lake. Another will be installed on Manhattan Point with the fourth in the area of Harbor Lane and County Road #16.

**MOTION 06R-18-97 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO AUTHORIZE THE SECURING OF BIDS FOR FOUR CIVIL DEFENSE SIRENS. MOTION CARRIED UNANIMOUSLY.**

It was reported that the Game and Fish Club will have two explorers present for each flea market. They will check in with Chief Backdahl one half hour before reporting to work. They will carry hand held radios so contact with law enforcement agencies is available.

2. COPS FAST - Request for Payment - A total of \$33,779.62 will be requested from the Office of Community Oriented Policing Services for funds due under the program. The Commission recommended the hiring of an additional officer under the COPS FAST program. An application has been submitted to determine if the City would be eligible for another officer. The additional officer would cover vacations, do community policing in

**business and residential areas and allow for additional patrol during busy times.**

**MOTION 06R-19-97 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE THE HIRING OF AN ADDITIONAL FULL TIME POLICE OFFICER UNDER THE COPS FAST PROGRAM. MOTION CARRIED UNANIMOUSLY.**

**3. The Fire Department requested approval to purchase five pagers which will complete the five year upgrade program that has been underway.**

**MOTION 06R-20-97 WAS MADE BY CHUCK MILLER AND SECONDED BY DICK UPTON TO APPROVE THE PURCHASE OF FIVE PAGERS AT A COST OF \$2,571.98 EACH. MOTION CARRIED UNANIMOUSLY.**

**It was reported by Donna Keiffer that repairs to the roof of the Emergency Services Center Building will cost \$6,488.00 and will require four weeks notice before the work can be scheduled by Crosslake Construction.**

**MOTION 06R-21-97 WAS MADE BY CHUCK MILLER AND SECONDED BY DICK UPTON TO EXPEND FUNDS TO DO THE REPAIR ON THE ROOF OF THE EMERGENCY SERVICES CENTER BUILDING AND TO PURSUE LITIGATION WITH THE CITY ATTORNEY. MOTION CARRIED UNANIMOUSLY.**

**PUBLIC WORKS - Dean Swanson reported that Enhanced 911 is active at the County level and moving along. He remarked that in the budget process later this year, the City consider the cost of signs.**

**The Commission recommended the expansion to the garage by purchasing the Shrock property East of the garage which is for sale at a cost of \$70,000.**

**MOTION 06R-22-97 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO PERMIT PUBLIC WORKS TO PURSUE A PURCHASE AGREEMENT FOR THE SHROCK PROPERTY. MOTION CARRIED WITH MAYOR SCOTT OPPOSED.**

**UTILITIES - Kevin Larson reported on highlights at the Telephone Company and Cable Company in May. Long distance customers has increased to 358. Two committees of commission members have been established. One will research the true-up to the City and the other will work with George Riches and Jack Webster on the remodeling of the building under the five year plan. A special Utilities meeting is scheduled for June 17<sup>th</sup> at 7:30 a.m. to review the cable television survey results. Ray Smyth suggested that an exit poll be conducted with all cable users who disconnect service to determine the reason.**

**PERSONNEL -**

Ray Smyth reported that a signed letter of understanding has been received from Tom Swenson and his start date will be Monday, July 7, 1997. Mr. Swenson has requested that the Council consider allowing him to use his motel costs to offset the second house payment costs he will incur until his home in Hawley is sold.

**MOTION 06R-23-97 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER THAT IN THE EVENT MR. SWENSON EXPERIENCES DOUBLE HOUSE PAYMENTS, THE CITY REIMBURSE AN AMOUNT NOT TO EXCEED \$1800. MOTION CARRIED UNANIMOUSLY.**

Mr. Swenson requested that he be allowed to carry Medica from the City of Crosslake effective July 1 through July 6, at a cost to be paid by him, since Hawley is changing insurance carriers.

**RECYCLING - A total of 47.77 tons have been recycled year to date.**

**ECONOMIC DEVELOPMENT AUTHORITY - This authority is setting up a procedure for bonding for the road project which will require a referendum.**

**OLD BUSINESS - Nothing**

**NEW BUSINESS - Nothing**

**PUBLIC FORUM - Chuck Miller suggested that the purple peak at City Hall be changed. Donna Keiffer will bring color samples to the next meeting.**

**MOTION 06R-24-97 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO CHANGE THE COLOR OF THE GRAY WOOD AND THE PURPLE PEAK ON THE CITY HALL BUILDING. MOTION CARRIED UNANIMOUSLY.**

**MOTION 06R-25-97 WAS MADE BY RAY SMYTH AND SECONDED BY DICK UPTON TO ADJOURN THIS REGULAR COUNCIL MEETING AT 9:07 P.M. MOTION CARRIED UNANIMOUSLY.**

Recorded and transcribed by:

  
Darlene J. Roach  
Deputy Clerk

*Revised*

JUNE BILLS FOR PAYMENT		
VENDOR	AMOUNT	
Gammello & Sandelin - Legal Fees	\$1,778.25	
Widseth Smith Nolting - Engineering Fees	\$1,345.00	
NSP	\$278.01	
Robert Hartman - Reimburse Street Survival Expense	\$378.79	
Gamblers Press - Newsletter Printing	\$150.27	
Blue Lakes Disposal - Comm Ctr	\$50.66	
Rohlfing - 8 1/2 x 11 paper	\$24.48	
Simonson Lumber - Paint	\$22.35	
Postmaster - Newsletter Mailing	\$155.21	
Jay Fredrickson - Angus Adapter & Suction Gaskets	\$250.00	
Napa - Switch & Head Gasket	\$22.78	
Martin Comm - Pager Repair, Case, Battery ctl knob	\$58.21	
Al's Marine - Plugs for hovercrafts	\$9.59	
Stacy Prouty - Reimburse Baseball registration	\$6.00	
Pequot Sand & Gravel -	\$90.00	
Fire Protection Equip - 5 Steel Air Tanks, O-Rings	\$88.00	
Crow Wing Coop	\$704.94	
Simonson Lumber - Public Works Expenses	\$123.96	
Napa - Switch & Head Gasket	\$23.78	Correction
Starkka Oil - Fuel for Fire Dept	\$35.59	
Pine Motor - Repair to '94 Chevrolet	\$213.57	
Crosslake Rolloff - Recycling for May	\$1,500.00	
Ehlers & Aslassociates - SCI review & City Atty Prememo	\$90.00	
Pine River Oil - Diesel & Unleaded	\$603.01	
Crosslake Telephone - REA loan payment	\$925.93	
Xerox - Base Charge PD copier	\$57.00	
North Memorial - Ambulance subsidy	\$1,103.00	
Allison Stevie - Cleaning City Hall	\$240.00	
Lasalle Bank - Annual payment on fire truck	\$23,697.56	
LMCIT - City Insurance - See Agenda item D 3	\$26,090.00	
Don Henderson - Reimburse fire school expenses	\$142.43	
Office Shop - supplies PD & Adm	\$92.58	
Walmart - Cleaning supplies community ctr	\$7.84	
Mudek's Hardware - brush, paint, outlet covers	\$13.23	
Echo Publishing - legal	\$123.00	
Reed's Market - cleaning supplies Comm Ctr	\$14.42	
Crosslake Telephone - Monthly bill	\$622.40	
Mudek's Hardware - Public Works Misc	\$100.49	
Starkka Oil - Gas	\$43.61	
Cellular One - Phones for '95 & '96 Squads	\$50.86	
Crosslake Auto - Service '95 & '96 Squad	\$100.84	
Mermaid Bait - Gas	\$83.38	
Kack Drug - Misc	\$3.08	
Cell 2000 - '94 Squad	\$33.15	
Bait Box - Gas	\$13.39	
Uniforms Unlimited - Backdahl	\$35.01	
Leech Lake Dist - Boot/Lee	\$99.99	

BLADC (first payment - Contract approved previously)		\$750.00	
Mathia Justin - CPA - Audit		\$3,850.00	
Gammello & Sandelin - Legal Fees		\$500.00	
The Office Shop - Adm & PD supplies		\$92.50	
Starkka - Fire & Police		\$69.73	
		\$66,957.95	