

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JUNE 14, 2010
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, June 14, 2010. The following Council Members were present: Mayor Jay Andolshek, Steve Roe, John Moengen, Rusty Taubert and Dean Swanson. Also present were City Administrator Tom Swenson, Clerk/Treasurer Jenny Max, Community Development Director Ken Anderson, Police Chief Bob Hartman, Park and Recreation Director Jon Henke, General Manager Paul Hoge, City Attorney Mike Couri, WSN Engineer Mark Hallan, Northland Press Reporter Paul Boblett and Echo Publishing Reporter Katie Anderson. There were approximately three people in the audience.

A. CALL TO ORDER – Mayor Andolshek called the Regular Council Meeting to order at 7:00 P.M. MOTION 06R-01-10 WAS MADE BY DEAN SWANSON AND SECONDED BY RUSTY TAUBERT TO ACCEPT THE ADDITIONS TO THE AGENDA AS PRESENTED. MOTION CARRIED WITH ALL AYES.

B. CRITICAL ISSUES – None.

C. CONSENT CALENDAR – MOTION 06R-02-10 WAS MADE BY JAY ANDOLSHEK AND SECONDED BY JOHN MOENGEN TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) SPECIAL COUNCIL MEETING MINUTES OF APRIL 20, 2010; (2.) SPECIAL COUNCIL MEETING MINUTES OF APRIL 29, 2010; (3.) LOCAL BOARD OF APPEAL AND EQUALIZATION MINUTES OF APRIL 29, 2010; (4.) PUBLIC INFORMATIONAL MEETING MINUTES OF MAY 10, 2010; (5.) REGULAR COUNCIL MEETING MINUTES OF MAY 10, 2010; (6.) SPECIAL COUNCIL MEETING MINUTES OF JUNE 3, 2010; (7.) CROSSLAKE COMMUNICATIONS BALANCE SHEET AND INCOME STATEMENT/DETAIL OF RESERVE BALANCES DATED APRIL 30, 2010; (8.) CITY MONTH END REVENUE REPORT DATED APRIL 2010; (9.) CITY MONTH END EXPENDITURE REPORT DATED APRIL 2010; (10.) PLEDGED COLLATERAL REPORT DATED 6/3/10 FROM JENNIFER MAX; (11.) LAKES STATE BANK PLEDGE REPORT DATED MAY 2010; (12.) FRANSEN BANK & TRUST PLEDGE REPORT DATED MAY 2010; (13.) LAKEWOOD BANK PLEDGE REPORT DATED MAY 2010 AND (14.) RIVERWOOD BANK PLEDGE REPORT DATED MAY 2010. MOTION CARRIED WITH ALL AYES.

D. PUBLIC FORUM – None.

E. MAYOR'S REPORT

1. A letter dated May 5, 2010 from Ray Nelson of the U.S. Army Corps of Engineers Campground regarding City Assistance was included in the packet for Council information. Mayor Andolshek noted Mr. Nelson's letter extended a "Thank You" to the City of Crosslake Public Works Department for the assistance

of personnel and equipment to complete the Spring Leaf Cleanup and Removal project.

F. CITY ADMINISTRATOR'S REPORT –

1. City Bills for Approval – MOTION 06R-03-10 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO APPROVE THE BILLS FOR PAYMENT FOR MAY AS SUBMITTED IN THE AMOUNTS OF \$46,557.21 AND \$3,835.44. MOTION CARRIED WITH ALL AYES.
2. A copy of a letter dated May 12, 2009 from Darlene Roach to Patrick Murphy regarding The Exchange liquor license was included in the packet for Council information. City Administrator Tom Swenson noted that since The Exchange has not been rebuilt, the on-sale liquor license will be forfeited to the City on June 30, 2010.
3. A copy of an email dated May 31, 2010 from Ronda Hopkins regarding City and Park Bench Donation was included in the packet for Council review. City Administrator Swenson noted that Ms. Hopkins would like to donate ten benches to the City with two placed at the Community Center, three placed at Pinewood Cemetery, and five placed around the City. The donation would include the cost of the benches plus the cost of the concrete for installation. City staff would install the benches. Councilmember Swanson requested the Council be informed of the placement of the benches prior to having them installed. MOTION 06R-04-10 WAS MADE BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO APPROVE A DONATION FROM RONDA HOPKINS OF TEN BENCHES TO BE PLACED THROUGHOUT THE CITY, PARK AND CEMETERY. MOTION CARRIED WITH ALL AYES.
4. A memo dated June 14, 2010 from Jenny Max regarding Application for Permit/Display of Fireworks for the Brainerd Lakes Chamber of Commerce was included in the packet for Council information.
5. A memo dated June 14, 2010 from Jenny Max regarding a RESOLUTION ADOPTING AN OUT OF STATE TRAVEL POLICY FOR ELECTED OFFICIALS was included in the packet for Council review. City Administrator Swenson noted that as part of their legal compliance review, LarsonAllen mentioned the City does not have an out of state travel policy for Elected Officials. This policy sets forth the conditions under which out of state travel by Elected Officials will be reimbursed by the City. MOTION 06R-05-10 WAS MADE BY JOHN MOENGEN AND SECONDED BY DEAN SWANSON TO APPROVE RESOLUTION NO. 10-08 ADOPTING AN OUT OF STATE TRAVEL POLICY FOR ELECTED OFFICIALS. MOTION CARRIED WITH ALL AYES.
6. A memo dated June 14, 2010 from Jenny Max regarding acceptance of Municipal Code Corporation for re-codification services was included in the packet for Council review. City Administrator Swenson noted that Clerk Max obtained three quotes for re-codification of the City Code Book and based on comparison, Municipal Code had the lowest base cost of \$10,400 and was consistent with the other quotes with their supplement cost. Completion of the re-codification of the City Code Book will take approximately nine to twelve months. The codification reserve account currently has a balance of \$5,100 and \$500 is included in the

2010 budget. The balance will be included in the 2011 budget. Councilmember Taubert asked if re-codification was something the City needed. City Attorney Couri noted that by doing so, the City Code Book will become more efficient and be much easier to use by the City Attorney and City staff. Councilmember Swanson noted the City Code Book should be updated annually and it should be reviewed since it's been 17 years since the last complete review. MOTION 06R-06-10 WAS MADE BY RUSTY TAUBERT AND SECONDED BY STEVE ROE TO APPROVE MUNICIPAL CODE CORPORATION FOR RE-CODIFICATION OF THE CITY CODE BOOK AT A BASE PRICE OF \$10,400. MOTION CARRIED WITH ALL AYES.

7. A memo dated June 14, 2010 from Jenny Max regarding a Transient Merchant Park Permit was included in the packet for Council review. Tom Swenson stated that the Town Square Merchants requested approval for a Transient Merchant Park Permit to hold a farmer's market in Town Square on Wednesdays from 9:00 A.M. to 1:00 P.M. beginning in May and continuing on through September. The permit fee of \$20 has been paid to the City. MOTION 06R-07-10 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO APPROVE THE TRANSIENT MERCHANT PARK PERMIT FOR THE TOWN SQUARE MERCHANTS FOR 2010. MOTION CARRIED WITH ALL AYES.
8. A memo dated June 14, 2010 from Jenny Max regarding a revised Transient Merchants, Peddlers, and Solicitors Ordinance Amendment and Fee Schedule Resolution was included in the packet for Council review. City Administrator Swenson noted the purpose of the Ordinance Amendment is to provide more specific guidelines on how Transient Merchants are allowed to operate within the City and to simplify the permit process. The revised Ordinance Amendment now includes an exemption for any person or entity marketing landscaping or excavating services provided such person or entity holds a valid landscape contracting or excavating license issued by the City of Crosslake. Councilmember Swanson asked how the City will control people who don't know about the licensing requirement. City Attorney Couri noted its important to educate residents on what to know about transient merchants and what to ask when someone comes to their door. Councilmember Roe noted the ordinance is intended to protect local businesses and residents. MOTION 06R-08-10 WAS MADE BY RUSTY TAUBERT AND SECONDED BY JAY ANDOLSHEK TO APPROVE ORDINANCE AMENDMENT NO. 289 AMENDING CHAPTER 5 OF THE CITY CODE REGULATING THE CONDUCT OF TRANSIENT MERCHANTS, PEDDLERS, AND SOLICITORS WITHIN THE CITY OF CROSSLAKE. MOTION CARRIED WITH ALL AYES.

MOTION 06R-09-10 WAS MADE BY RUSTY TAUBERT AND SECONDED BY JAY ANDOLSHEK TO PUBLISH ORDINANCE AMENDMENT NO. 289 IN SUMMARY FORM IN THE LEGAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.

MOTION 06R-10-10 WAS MADE BY RUSTY TAUBERT AND SECONDED BY JAY ANDOLSHEK TO APPROVE RESOLUTION NO. 10-09 ADOPTING

FEE SCHEDULE FOR TRANSIENT MERCHANT PERMITS. MOTION CARRIED WITH ALL AYES.

9. A memo dated June 14, 2010 from Jenny Max regarding Landscape Contractors/Excavators Licenses was included in the packet for Council review. MOTION 06R-11-10 WAS MADE BY JAY ANDOLSHEK AND SECONDED BY RUSTY TAUBERT TO APPROVE ISSUANCE OF LANDSCAPE CONTRACTORS/EXCAVATORS LICENSES TO G&S EXCAVATING, KOSEC CONSTRUCTION LLC, LAUGHLIN GROUNDS LANDSCAPE, J&B OUTDOOR CREATIONS AND SWENSON EXCAVATING & LANDSCAPE. MOTION CARRIED WITH ALL AYES.
10. Included in the packet for Council information was a memo dated June 14, 2010 from Jenny Max regarding the 2010 approved landscape contractors/excavators licenses.

G. COMMISSION/DEPARTMENT REPORTS --

1. PUBLIC SAFETY --

- a. Chief Hartman reported 282 Police calls in Crosslake for May.
- b. Chief Hartman reported 44 Police calls in Mission Township for May.
- c. A letter dated June 14, 2010 from Bob Hartman regarding acceptance of donation was included in the packet for Council review. Chief Hartman noted he received a letter and donation check from Richard Dietz in appreciation of Officer Willard who informed Mr. Dietz that his off premise garage was open and was able to assist in securing the property. MOTION 06R-12-10 WAS MADE BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO ACCEPT THE \$250 DONATION FROM RICHARD DIETZ. MOTION CARRIED WITH ALL AYES.
- d. The Crosslake Fire Department responded to 23 calls in April. Of those, 20 were medical calls and one was a missing person call.
- e. The May 2010 North Ambulance Run Report was included in the packet for Council information.

2. PLANNING AND ZONING --

- a. The Planning and Zoning Commission/Board of Adjustment Regular Meeting Minutes and Public Hearing of April 23, 2010 were included in the packet for Council information.
- b. The May 2010 Permit Summary was included in the packet for Council information. The year-to-date valuation for 2010 is \$2,244,605, which is up from the same period in 2009.
- c. A Utility Service Agreement with Gordon and Alma Siemers was included in the packet for Council review. Ken Anderson noted the Agreement outlines the proposed connection fees and other requirements the City has for connecting to the City sanitary sewer system. The property owners Gordon and Alma Siemers have applied for a conditional use permit with the Planning and Zoning Commission to construct and operate a car wash, self-service wash bay, self-service Laundromat and detail shop at 35724 County Road 3. Councilmember Swanson asked if the City sewer system would be able to

accept the flows generated by this business since it's not located within the Phase I sewer area. WSN Engineer Mark Hallan noted the City sewer system has built-in capacity to be able to pick up additional businesses such as this. Councilmember Roe asked what happened to the original estimated figures for the wastewater flow? Mr. Anderson replied since the original submission, the proposed site plan has been amended to be able to reclaim some of the water which decreased the estimated wastewater flow levels. Mr. Anderson also noted that the original intent of the applicant was to connect to the City sewer system but due to the connection fees they are now considering installing an on-site septic system. MOTION 06R-13-10 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO APPROVE THE UTILITY SERVICE AGREEMENT FOR GORDON AND ALMA SIEMERS. MOTION CARRIED WITH ALL AYES.

- d. A memo dated June 9, 2010 from the Public Works Commission regarding a recommendation for connection and user charges for a proposed laundromat/detail shop/car wash was included in the packet for Council review. City Administrator Swenson reviewed the memo prepared by City Engineer Dave Reese estimating wastewater flows based on the most recent information provided by the Applicant. Based on the information provided, the total number of equivalent residential units (ERU) is 14. City Administrator Swenson noted the Public Works Commission is recommending the Council charge the Applicant 14 ERU's times the current connection charge of \$6,500 and that a minimum of 14 user charges per month be established. After a lengthy discussion, MOTION 06R-14-10 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO CHARGE THE APPLICANT 14 ERU's MULTIPLIED BY THE CURRENT CONNECTION CHARGE OF \$6,500 AND THAT A MINIMUM OF 14 USER CHARGES PER MONTH BE ESTABLISHED. MOTION CARRIED WITH ALL AYES.

MOTION 06R-15-10 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO AMEND THE LANGUAGE IN THE UTILITY SERVICE AGREEMENT THAT WAS PREVIOUSLY APPROVED TO READ AS FOLLOWS: Page 3, 3b: Connection and user charges are governed by the City of Crosslake Sewer Ordinance (City Code, Chapter 11). The connection charge is currently \$6,500 per equivalent residential unit (ERU) and minimum monthly sewer service charges are currently \$36.00 per ERU. MOTION CARRIED WITH ALL AYES.

- e. A memo dated June 14, 2010 from Ken Anderson regarding consideration of an acquisition of tax forfeit property from Crow Wing County was included in the packet for Council review. Mr. Anderson stated the parcel is approximately 30 feet wide and 720 feet long, and extends from its western boundry at the Pine River in an easterly direction across County Road 36 and underlies a portion of the private road named River Bluffs Road. The cost of the property is the estimated market value of \$300 plus other fees totaling \$406.65. Councilmember Swanson asked what the City's obligations are if they were to approve this purchase. City Attorney Mike Couri stated this

property would effectively become a City street and would need to be maintained for liability reasons. Mr. Couri also noted if the City were to classify the road as minimum maintenance that the City would only need to maintain the road at a level that's adequate for its current use. After a lengthy discussion, MOTION 06R-16-10 WAS MADE BY STEVE ROE AND SECONDED BY RUSTY TAUBERT TO APPROVE THE PURCHASE OF THE TAX FOREFIT PARCEL WITH REAL ESTATE CODE 120281308B00009 FROM THE CROW WING COUNTY LAND SERVICES DEPARTMENT FOR PUBLIC PURPOSES AND CLASSIFY THE PROPERTY AS A MINIMUM MAINTENANCE ROAD AT A PRICE OF \$406.65. MOTION CARRIED WITH ALL AYES.

At 8:53 P.M. Mayor Andolshek called a five minute recess. At 8:58 P.M. Mayor Andolshek resumed the meeting.

3. PARK AND RECREATION/LIBRARY –

- a. The Crosslake Park and Recreation/Library Commission Minutes of April 28, 2010 were included in the packet for Council information.
- b. Park Director Jon Henke reported that the Community Center offers aerobics on Mondays, Tuesdays and Thursdays at 9:00 A.M. The Summer Reading Program will be Thursdays from July 8th through August 12th. Registration is \$5 for six mornings of fun. All children will receive a free t-shirt and prizes. The Kitchigami Mobile Library makes regular stops at the Community Center on the second and fourth Thursdays of every month from 12:45 to 2:45 P.M. Also as part of the partnership with the Kitchigami Regional Library system residents can order materials online and have them delivered to the library. The library is still accepting donations of new or gently used books, and flowers and plants for the patio are welcome. The Crosslake Book Sale will be held on August 5th – 7th.

Mr. Henke spoke of the current staffing issue at the library and the VISTA program that has been utilized for the past three years. Over the past three years the City has been able to save approximately \$100,000 in wages and benefits. At this time the VISTA program is still an option but would result in a yearly changeover of staff which may not be in the best interest of the library program. The library was built with donated funds and its use and expansion of programs has grown faster than a lot of the community had anticipated. The staff feels that it is vital to continue the success of the library and the best approach is to look into the possibility of hiring a volunteer coordinator for the facility. At the end of 2009 the City Council approved the transfer of \$20,000 to the Capital Fund Employee Reserve Account for use to replace the VISTA worker if necessary. This would cover anticipated expenditures for the position from August 2010 through the end of the year. Councilmember Swanson asked if the staff has approached Kitchigami regarding this issue to see if there are any options from them; Mr. Henke noted he has had brief discussions with them but has not received much interest from Kitchigami to pursue it further at this time. Councilmember Roe

stated that even though he remembers the pitch that was given on running the library purely on volunteer efforts, the City has a highly functioning library and it has grown to far exceed the community's expectations. Mr. Henke noted that the direction of the library has changed from what was anticipated in the beginning but feels the changes have been well received by the community. Councilmember Taubert noted the Personnel Committee should work with the Park Commission to design a viable option for the City. Alden Hardwick addressed the Council stating once the Council determines what the cost of a volunteer coordinator would be, there may be a few different organizations willing to share in the cost of this position, which would create less of a direct impact on the City. MOTION 06R-17-10 WAS MADE BY RUSTY TAUBERT AND SECONDED BY JAY ANDOLSHEK TO DIRECT THE PERSONNEL COMMITTEE TO REVIEW OPTIONS AND DRAFT A JOB DESCRIPTION FOR A LIBRARY VOLUNTEER COORDINATOR, ASSIGN COMPARABLE WORTH POINTS AND ESTABLISH A WAGE SCHEDULE FOR COUNCIL REVIEW AND CONSIDERATION. MOTION CARRIED WITH ALL AYES.

Senior meals take place at the Community Center Monday through Friday at 11:30 a.m. Interested participants must call by 4:00 P.M. the day before to make a reservation. Meals on wheels are also available for those residents who are home bound. Attendance for the Community Center for the month of May was 5,409 and for the Library was 2,484. The Crosslake Park and Recreation Department, along with the PAL Foundation, is proud to announce Crosslake Day in the Park on Saturday, June 26, 2010. The event will showcase all the different activities, programs and clubs that the Community Center has to offer. Participants will purchase a button for a minimal fee and receive a full day of fun activities that range from a home run contest to a Frisbee golf tournament. The event will also feature a pottery demonstration, art classes, story time for children, a health and wellness program, a barbeque competition and many other activities. Please mark your calendars for Saturday, June 26th and participate in Crosslake's Day in the Park! The Crosslake Park and Recreation Department has created a program for local wood carvers to get together. The club meets the first and third Tuesdays of the month at 1:30 p.m. The Crosslake Chautauqua's July meeting is titled "The History of Breezy Point Resort – the Untold Story" and will be presented by Dave Gravidahl and George Rasmussen, on July 14th from 1:30 – 3:30 P.M. The Community Center offers an array of fitness equipment and is open seven days a week. Day passes and memberships are available. AAA Senior Driving will have a four hour refresher class on July 8th and August 10th from 9:00 A.M. to 1:00 P.M. The Park Department has received two donations from the PAL Foundation totaling \$1,686.03 which covers the cost of the audio/video improvements for the Community Center meeting rooms and the cost of framing the Chautauqua banner. MOTION 06R-18-10 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO ACCEPT TWO DONATIONS FROM THE PAL FOUNDATION IN THE AMOUNT OF \$1,686.03. MOTION CARRIED WITH ALL AYES.

4. PUBLIC WORKS/CEMETERY/SEWER –
- a. The Public Works Commission Meeting Minutes of May 3, 2010 was included in the packet for Council information.
 - b. The March 2010 Wastewater Treatment Discharge Monitoring Report was included in the packet for Council information.
 - c. A letter dated May 24, 2010 from the Minnesota Pollution Control Agency regarding Notice of Violation-NPDES/SDS Permit No. MN0064882 was included in the packet for Council information.
 - d. A memo from Ted Strand regarding old light fixtures from the Public Works shop was included in the packet for Council review. Mr. Strand noted that since the light fixtures have been recently upgraded with new energy efficient fluorescent fixtures, there are 60 old fixtures that need to be disposed of. MOTION 06R-19-10 WAS MADE BY STEVE ROE AND SECONDED BY RUSTY TAUBERT TO DECLARE THE 60 SODIUM LIGHT FIXTURES AS EXCESS PROPERTY AND AUTHORIZE STAFF TO ADVERTISE IN THE NEWSPAPER AT A MINIMUM PRICE OF \$30 PER FIXTURE, WITH THE CITY RESERVING THE RIGHT TO ACCEPT A BID FOR THE ENTIRE LOT OVER SELLING INDIVIDUAL FIXTURES. IF NOT SOLD BY YEAR-END THE STAFF IS AUTHORIZED TO DONATE THE FIXTURES OR TAKE THEM TO THE DUMP. MOTION CARRIED WITH ALL AYES.
 - e. A memo dated June 9, 2010 from the Public Works Commission regarding a recommendation to approve a quote to correct an area of path on West Shore Drive that settled was included for Council review. MOTION 06R-20-10 WAS MADE BY JAY ANDOLSHEK AND SECONDED BY JOHN MOENGEN TO APPROVE THE QUOTE OF \$790 FROM ANDERSON BROTHERS TO CORRECT THE UNSAFE CONDITION OF THE WEST SHORE DRIVE PATH WHICH WAS CAUSED BY SETTLING. MOTION CARRIED WITH ALL AYES.
 - f. A memo dated June 9, 2010 from the Public Works Commission regarding a recommendation to release the 2009 Improvement Project retainage was included in the packet for Council review. MOTION 06R-21-10 WAS MADE BY RUSTY TAUBERT AND SECONDED BY JOHN MOENGEN TO RELEASE THE 2009 PROJECT RETAINAGE IN THE AMOUNT OF \$8,869.95 AND TO CONSIDER THE PROJECT CLOSED. MOTION CARRIED WITH ALL AYES.

Councilmember Roe requested the Public Works Commission review their policy on mowing the ditches on Manhattan Point Boulevard. Mr. Roe has received numerous phone calls from residents who would like the area mowed less in order to preserve the native vegetation. City Administrator Swenson noted he will discuss it with Ted Strand and see what can be done.

5. CROSSLAKE COMMUNICATIONS –
- a. Crosslake Communication's Bills for Approval – MOTION 06R-22-10 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT

TO APPROVE THE APRIL 2010 BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$320,836.41. MOTION CARRIED WITH ALL AYES.

- b. The Highlights Report for May was included in the packet for Council information. Paul Hoge reported that with the purchase of the additional E-5's they have been able to triple their high-speed internet to 3 meg. Another Meet the Manager has been scheduled for July 13th at the Community Center at 9:00 A.M. The annual customer survey will go out in the July 1st bills and will be available online again this year. Mr. Hoge requested authorization from the Council to replace the old plant on Melinda Shores and upgrade to fiber optic. Melinda Shores is the last area in the City to have the fiber optic installed. MOTION 06R-23-10 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO COMPLETE THE MELINDA SHORES PROJECT AT AN ESTIMATED COST OF \$125,000. MOTION CARRIED WITH ALL AYES.
- c. The Crosslake Communications Advisory Board Meeting Minutes of May 25, 2010 were included in the packet for Council information.
- c. The Crosslake Communications Customer Counts Report was included in the packet for Council information.

6. RECYCLING –

- a. The Crosslake Roll-Off Recycling Report for May 2010 was included in the packet for Council information.
- b. The Waste Partners Recycling Reports for March and April 2010 was included in the packet for Council information.

7. PERSONNEL COMMITTEE – None.

8. ECONOMIC DEVELOPMENT AUTHORITY – None.

H. CITY ATTORNEY REPORT –

- 1. The City Attorney Report dated June 14, 2010 was included in the packet for Council information.

I. OLD BUSINESS – None.

J. NEW BUSINESS – None.

K. PUBLIC FORUM – None.

L. ADJOURN – MOTION 06R-24-10 WAS MADE BY STEVE ROE AND SECONDED BY DEAN SWANSON TO ADJOURN THIS REGULAR MEETING AT 10:10 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Jennifer Max". The signature is fluid and cursive, with the first letter "J" being particularly large and stylized.

Jennifer Max
Clerk/Treasurer

Deputy Clerk/Minutes/6-14-10.doc

BILLS FOR APPROVAL
14-Jun-10

VENDORS	DEPT		AMOUNT
AW Research, water test	Sewer		131.40
Couri. MacArthur & Ruppe, legal fees	ALL		4,822.75
Crosslake Rolloff, recycling	Gov't		2,695.00
Crosslake Sheetmetal, service call, gauge	Gov't		606.25
Crow Wing County Treasurer, e911 addresses	Gov't		50.00
Crow Wing Power, electric service	ALL		4,538.04
Culligan, water and cooler rental	PW/Gov't		50.65
Deferred Comp	ALL		226.92
Delta Dental, dental insurance	ALL		1,460.30
Dondelinger, brake repair	PW		214.42
Fortis, disability	ALL		468.43
Hawkins, chemicals	Sewer		748.79
Houston Ford, repair	Police		87.99
Ken Anderson, reimburse for organizer	P&Z		28.91
Mastercard, Disc Golf Assn, anchor assembly	P&R		314.59
Mastercard, Fleet Farm, oil, adapter	PW		55.12
Mastercard, Fleet Farm, ball mount, blades, battery	Police		92.76
Mastercard, Mr. Tire, oil change	PW		26.17
Mastercard, Office Max, ink	PW		122.18
Mastercard, Positive Promotions, books	Library		70.45
Mastercard, Raffertys, sentence to serve	PW	pd 5-21	87.13
Mastercard, Spa Partners, gym equipment wipes	P&R		125.39
Mastercard, Verizon, phone parts	PW		24.04
MCS Janitorial, june cleaning	Gov't		774.84
Medica, health insurance	ALL		26,318.26
Menards, treated 2x8	PW		14.86
Menards, ridge cap, 3 step stringer, screws	PW		117.31
MN Life, life insurance	ALL		457.70
MPCA, type 4 certificate renewal	Sewer		15.00
MPCA, wastewater certificate renewal	Sewer		23.00
NCPERS-Life Insurance	ALL		176.00
PERA	ALL		N/A
Royal Chemical, turnout cleaner	Fire		281.42
Royal Chemical, afff fire foam	Fire		334.77
Royal Chemical, afff fire foam	Fire		334.85
Simonson Lumber, treated 2x10	P&R		35.51
State and Federal Taxes	ALL		N/A
Verizon, cell phone charges	PW/Police		421.74
Waste Partners, trash removal	ALL		204.27
TOTAL			46,557.21

ADDITIONAL BILLS FOR APPROVAL
14-Jun-10

VENDOR	DEPT		AMOUNT
Crow Wing Power, electric service	Gov't		1,127.00
Digital Ally, cable, battery pack	Police		162.50
Fly 18 Disc Golf, roll flypads	P&R	pd 6-11	1,567.00
Martin Communications, remote speaker	Police		103.67
Mastercard, Everything Disc Golf, discs, bags	P&R		253.81
Mastercard, Office Max, office supplies	P&R		95.51
MN Police Officers Assn, dues	Police		60.00
Ron Harkin, reimburse for uniform expense	P&R		74.95
Synergy Graphics, receipts	Admin		123.89
Uniforms Unlimited, uniform	Police		267.11
			3,835.44

RESOLUTION NO. 10-08

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

**RESOLUTION ADOPTING AN OUT OF STATE TRAVEL POLICY FOR ELECTED
OFFICIALS**

WHEREAS, the City of Crosslake recognizes that its elected officials may at times receive value from traveling out of the state for workshops, conferences, events, and other assignments. This policy sets forth the conditions under which out of state travel will be reimbursed by the City.

WHEREAS, the City of Crosslake has established the following General Guidelines:

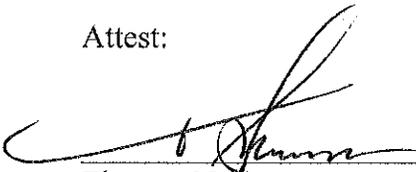
1. The event, workshop, conference or assignment must be approved in advance by the City Council at an open meeting and must include an estimate of the cost of the travel. Approval must be accomplished by a detailed motion outlining what exactly is being approved. In evaluating the out-of-state travel request, the Council will consider the following:
 - Whether the elected official will be receiving training on issues relevant to the City or to his or her role as the Mayor or as a Council Member;
 - Whether the elected official will be meeting and networking with other elected officials from around the country to exchange ideas on topics of relevance to the City or on the official roles of local elected officials.
 - Whether the elected official will be viewing a city facility or function that is similar in nature to one that is currently operating at, or under consideration by the City where the purpose for the trip is to study the facility or function to bring back ideas for the consideration of the full Council.
 - Whether the elected official has been specifically assigned by the Council to visit another city for the purpose of promoting economic development and/or tourism.
 - Whether the elected official has been specifically assigned by the Council to testify on behalf of the city at the United States Congress or to otherwise meet with federal officials on behalf of the city.
 - Whether the city has sufficient funding available in the budget to pay the cost of the trip.
2. No reimbursement will be made for attendance at events sponsored by or affiliated with political parties.
3. The city may make payments in advance for airfare, lodging and registration if specifically approved by the Council. Otherwise all payments will be made as reimbursements to the elected official.
4. The City will reimburse for transportation, lodging, meals, registration, and incidental costs using the same procedures, limitations and guidelines outlined in the city's policy for out-of-state travel by city employees.

5. Airfare will be reimbursed at the coach rate. Council members traveling under this policy must use the most cost-efficient mode of travel available taking into consideration reasonable time constraints.
6. Mileage will be reimbursed at the current IRS rate. If two or more Council Members travel together by car, only the driver will receive reimbursement. The city will reimburse for the cost of renting an automobile if necessary to conduct city business. If a City car is available, the Council Member must use the City car unless the Council as a whole approves otherwise.
7. Lodging and meal costs are limited to those which are reasonable and necessary and are further limited to amounts established for all City employees.
8. Receipts are required for lodging, airfare, and meals and should accompany an expense report form. The expense report form shall be submitted to the City Clerk for payment.
9. The City will not reimburse for alcoholic beverages, personal telephone calls, costs associated with the attendance of a family member, rental of luxury vehicles, meal expenses included in the cost of registration, or recreational expenses such as golf or tennis.
10. The City will not pay for Council Members who have announced an intention to resign, not seek re-election, or who have been defeated in an election.
11. Council Members who travel out of state pursuant to this policy must give a written report on the results of the trip at the next Council meeting.
12. Council Members who travel out of state for training must turn over training materials to the City either after the training is completed or upon the Council member no longer serving as a Council Member.
13. The training must be beneficial to the city as a whole.

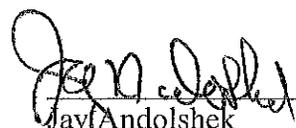
NOW, THEREFORE, BE IT RESOLVED by the City Council of Crosslake, Minnesota, that the City of Crosslake Out of State Travel Policy for Elected Officials be adopted and distributed to all Elected Officials.

ADOPTED by the City Council of the City of Crosslake this 14th day of June, 2010.

Attest:



Thomas N. Swenson
City Administrator



Jay Andolshek
Mayor

RESOLUTION NO. 10-09

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

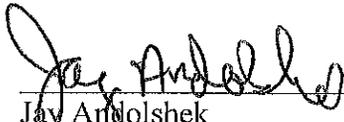
**RESOLUTION ADOPTING FEE SCHEDULE FOR TRANSIENT MERCHANT
PERMITS**

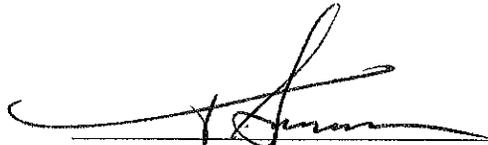
WHEREAS, The City of Crosslake does hereby to adopt the Transient Merchant Permit Fee Schedule effective June 14, 2010.

BE IT RESOLVED; effective upon passage of this RESOLUTION, the Crosslake City Council establishes the following fees:

- \$50 Single Transient Merchant Permit
- \$100 Annual Transient Merchant Permit – Calendar year basis, not pro-rated
- \$50 Group Transient Merchant Permit – Calendar year basis
- \$20 Additional Fee for Single or Group Permits issued with less than 14 days notice

Adopted by the Crosslake City Council this 14th day of June, 2010.


Jay Ardolshek
Mayor


Thomas N. Swenson
City Administrator

Crosslake Telephone Company

1 of 2
G. 5.a.

Check Register - General Account

From April 1, 2010 through April 30, 2010

Check #	Vendor	Date	Description	Amount
001134	INTERNAL REVENUE SERVICE	4/2/2010	FED, FICA, MEDICARE	6,191.59
001135	PERA	4/2/2010	PERA EE & ER	3,639.80
001136	MINNESOTA DEPT OF REVENUE	4/2/2010	MN INCOME TAX WITHHELD	1,058.16
001137	ING-DEFERRED COMP	4/2/2010	DEFERRED COMP	1,961.53
001140	CITY OF CROSSLAKE (SEWER)	4/12/2010	MARCH SEWER	36.00
001141	INTERNAL REVENUE SERVICE	4/30/2010	APRIL EXCISE TAX	1,682.50
001142	INTERNAL REVENUE SERVICE	4/16/2010	FED, FICA, MEDICARE	6,984.20
001143	PERA	4/16/2010	PERA EE & ER	3,690.65
001144	MINNESOTA DEPT OF REVENUE	4/16/2010	MN INCOME TAX WITHHELD	1,214.61
001145	ING-DEFERRED COMP	4/16/2010	DEFERRED COMP	1,966.53
001146	MINNESOTA DEPT OF REVENUE	4/30/2010	APRIL SALES & USE TAX	9,521.00
001147	INTERNAL REVENUE SERVICE	4/30/2010	FED, FICA, MEDICARE	7,251.83
001148	PERA	4/30/2010	PERA EE & ER	3,651.30
001149	MINNESOTA DEPT OF REVENUE	4/30/2010	MN INCOME TAX WITHHELD	1,270.22
001150	ING-DEFERRED COMP	4/30/2010	DEFERRED COMP	1,966.53
001156	CROW WING POWER	4/27/2010	ELECTRIC SERVICE	4,389.14
024927	MN CHILD SUPPORT PAYMENT CTR	4/2/2010	CHILD SUPPORT WITHHELD	53.06
024968	ECHO PUBLISHING & PRINTING INC	4/12/2010	SUBSCRIPTION 5/10-5/2012	145.00
024969	CROW WING COUNTY TREASURER	4/12/2010	2010 SOLID WASTE FEE	15.00
024970	CROSSLAKE ROLLOFF	4/12/2010	APR/MAY DIRECTORY RECYCLE	105.00
024971	GOPHER STATE ONE CALL	4/12/2010	LOCATES	24.65
024972	ONVOY, INC.	4/12/2010	OPERATOR SERVICES, 0264 & 6264 PROG	689.50
024973	OLSEN THIELEN CO LTD	4/12/2010	1ST QTR NECA REPORT & CERTIF	960.00
024974	UNITED PARCEL SERVICE	4/12/2010	WKLY SERV & MISC SHIPPING	92.55
024975	CROSSLAKE COMMUNICATIONS	4/12/2010	PHONE SERVICE	944.67
024976	DEBORAH FLOERCHINGER	4/12/2010	CAFE PLAN REIMBURSEMENT	49.32
024977	CITY OF CROSSLAKE	4/12/2010	APRIL OPERATING TRANSFER	22,273.00
024978	QWEST COMMUNICATIONS	4/12/2010	2/2 PARS MN-CSLK-1	40.96
024979	CITI LITES INC	4/12/2010	LOCATES	273.92
024980	XCEL ENERGY	4/12/2010	MARCH NATURAL GAS	276.41
024981	BEVCOMM	4/12/2010	ANSWERING SERVICE	105.00
024982	MEDICA	4/12/2010	APRIL HEALTH PREMIUM	18,351.36
024983	AMERIPRIDE LINEN & APPAREL	4/12/2010	RUG & TOWEL SERVICE	144.02
024984	WILLIAM GORDON	4/12/2010	CAFE PLAN REIMBURSEMENT	1,268.00
024985	MINNESOTA 9-1-1 PROGRAM	4/12/2010	911, TAP, TAM	1,878.00
024986	CENTRAL TRANSPORT GROUP LLC	4/12/2010	4 EA DS-1'S, 1 EA T3	3,708.32
024987	MERRILL LYNCH	4/12/2010	MARCH VISA ACTIVITY	3,128.32
024988	PINNACLE PUBLISHING, LLC	4/12/2010	TELEPHONE DIRECTORY-8	1,681.50
024989	CHARLES WORTS	4/12/2010	PERM DISCONNECT	14.02
024990	ROVI GUIDES	4/12/2010	AFFILIATE PAYMENT	237.11
024991	FOX SPORTS NET NORTH	4/12/2010	AFFILIATE PAYMENT	5,175.28
024992	MTV NETWORKS	4/12/2010	AFFILIATE PAYMENT	5,960.60
024993	TV GUIDE NETWORKS INC	4/12/2010	AFFILIATE PAYMENT	465.40
024994	MIKE'S ELEC OF CROSSLAKE LLC.	4/12/2010	WIRING FOR PARTITIONS	1,231.30
024995	BL BROADCASTING, INC	4/12/2010	ST. PAT'S AD	195.00
024996	AT&T - DALLAS TX	4/12/2010	PARS 4/1 BAN 1499	429.95
024997	7SIGMA SYSTEMS, INC	4/12/2010	MARCH CONSULTING	2,000.00
024998	CORNERSTONE GROUP	4/12/2010	APRIL NEWSLETTER	1,800.75
024999	CROSSLAKE ACE	4/12/2010	PVC, CABLE TIES, BRACKETS AND OTHER	324.91
025000	NATIONAL CABLE TEL COOP, INC	4/12/2010	AFFILIATE PAYMENT	20,289.56
025001	KARE 11 TV	4/12/2010	AFFILIATE PAYMENT	567.00
025002	PAUL HOGE	4/12/2010	CAFE PLAN REIMBURSEMENT	197.70
025003	WASTE PARTNERS, INC.	4/12/2010	MARCH TRASH REMOVAL	71.95
025004	DISCOVERY COMMUNICATIONS, INC.	4/12/2010	AFFILIATE PAYMENT	183.04
025005	WEATHER CENTRAL	4/12/2010	APRIL DATA SERV - 11	195.00
025006	IKON FINANCIAL SERVICES	4/12/2010	COPIER LEASE 2 OF 60	724.06
025007	NATIONAL GEOGRAPHIC CHANNEL HD	4/12/2010	AFFILIATE PAYMENT	12.29
025008	STELLAR BILLING, LLC	4/12/2010	APRIL BILLING	6,197.03
025009	ZAYO BANDWIDTH	4/12/2010	BANDWIDTH BILLING & DED FACILITIES	2,713.00
025010	CHARTER COMMUNICATIONS	4/12/2010	LOCAL CHANNEL TRANSPORT	1,850.00
025011	TIGER DIRECT	4/12/2010	HARD DRIVES FOR CITY HALL	522.36
025012	KSTP-TV, LLC	4/12/2010	AFFILIATE PAYMENT	330.00
025013	ALEXANDER MORFORD & WOO	4/12/2010	CYBER LIAB. POLICY 4/10-3/11	3,411.60

025014	4M FUND F.B.O. 35373-101	4/12/2010	FUND DEBT SERVICE RESERVE	37,489.00
025015	ONLINE INFORMATION SERVICES	4/12/2010	3 EXCHANGE REPORTS	38.10
025016	DHJV COMPANY LLC	4/12/2010	AFFILIATE PAYMENT	25.09
025017	HASLER FINANCIAL SERVICES	4/12/2010	POSTAGE METER LEASE 4/27-7/26	233.83
025018	CROW WING COUNTY HIGHWAY DEPT.	4/12/2010	DIESEL & UNLEADED FUEL	628.98
025019	RICHARD VANDENBOSCH	4/12/2010	PERM DISCONNECT	42.26
025020	EDWARD BATES	4/12/2010	PERM DISCONNECT	27.41
025021	JERRY ILLIES	4/12/2010	PERM DISCONNECT	16.01
025022	RANDY PERREUALT	4/12/2010	PERM DISCONNECT	21.49
025023	SCHMIDT FITNESS	4/12/2010	PERM DISCONNECT	36.30
025024	JAMES W PLUMMER	4/12/2010	PERM DISCONNECT	88.16
025025	ADVANTAGE CAPITAL	4/12/2010	PERM DISCONNECT	12.70
025026	NISSWA MARINE	4/12/2010	PERM DISCONNECT	15.00
025027	KEVIN MACK	4/12/2010	PERM DISCONNECT	180.89
025028	ROGER & SANDRA ZEMBAL	4/12/2010	PERM DISCONNECT	13.80
025029	ROBERT & JENNIFER BIRKELAND	4/12/2010	PERM DISCONNECT	73.73
025030	STACY SUNDQUIST	4/12/2010	PERM DISCONNECT	16.48
025031	MARK THOMTON	4/12/2010	PERM DISCONNECT	45.14
025032	COLLEEN BAKKEN	4/12/2010	PERM DISCONNECT	132.26
025033	MN CHILD SUPPORT PAYMENT CTR	4/16/2010	CHILD SUPPORT WITHHELD	53.06
025034	VOID	4/16/2010	Check voided after update	0.00
025035	VOID	4/16/2010	Check voided after update	0.00
025036	VOID	4/16/2010	Check voided after update	0.00
025037	VOID	4/16/2010	Check voided after update	0.00
025038	EMILY COOPERATIVE TELEPHONE	4/26/2010	MARCH BANDWIDTH BILLING	300.00
025039	LARRY EVENSON	4/26/2010	CAFE PLAN REIMB	573.03
025040	ONVOY, INC.	4/26/2010	SS7 SERVICE, LAKES LONG DISTANCE	9,627.93
025041	OLSEN THIELEN CO LTD	4/26/2010	FINAL BILLING FOR AUDIT, 499A	5,440.00
025042	CITY OF CROSSLAKE	4/26/2010	FERTILIZER	25.49
025043	CHR SOLUTIONS	4/26/2010	SOLOMEN SUPPORT 5/31/10 - 11	12,489.41
025044	QWEST COMMUNICATIONS	4/26/2010	4/20 ACCESS MN CSLK-20	27.71
025045	CITI LITES INC	4/26/2010	LOCATES	166.30
025046	THE OFFICE SHOP	4/26/2010	INK CARTRIDGES, 1ST CLASS ENV	96.14
025047	ARVIG TELEPHONE COMPANY	4/26/2010	EAS TRUE UP	968.92
025048	DELTA DENTAL PLAN OF MINNESOTA	4/26/2010	MAY DENTAL PREMIUM	1,001.80
025049	SOLIX	4/26/2010	B&C STATEMENT	7.57
025050	IKON OFFICE SOLUTIONS	4/26/2010	COPIER MAINTENANCE	126.25
025051	MEDICA	4/26/2010	MAY HEALTH PREMIUM	19,830.20
025052	AMERIPRIDE LINEN & APPAREL	4/26/2010	RUG & TOWEL SERVICE	147.09
025053	NATIONAL CABLE TELEVISION COOP	4/26/2010	HE BNC CONNECTORS, RG59, RG11, .500 C/	4,066.37
025054	NEUSTAR INC.	4/26/2010	SOW & LNP CHARGES	120.71
025055	MERRILL LYNCH	4/26/2010	TRANSFER CASH TO MONEY MKT	50,000.00
025056	MINNESOTA LIFE INSURANCE CO	4/26/2010	MAY LIFE PREMIUM	173.00
025057	VANTAGE POINT	4/26/2010	MAR TTP SERVICE	300.00
025058	JOHNSON, KILLEN & SEILER, PA	4/26/2010	HEALTH INSURANCE ISSUE	18.50
025059	PAUL DAVIS	4/26/2010	CAFE PLAN REIMB - BAL 701.33	71.50
025060	D&H DISTRIBUTING CO.	4/26/2010	ITEMS FOR RESALE	3,033.65
025061	SPRINT	4/26/2010	CELL PHONES	172.88
025062	EQUUS COMPUTER SYSTEMS, INC	4/26/2010	PC FOR RESALE	709.81
025063	HUGHES TECHNOLOGIES, INC.	4/26/2010	ELECTRONICS RECYCLING	122.40
025064	TIGER DIRECT	4/26/2010	HARD DRIVE & WINDOWS - RESALE	177.57
025065	CHERI E. AYD	4/26/2010	APRIL CLEANING	689.34
025066	CROSSLAKE DEMOLITION	4/26/2010	CEMENT DEBRIS FROM VAULT	15.00
025067	FIRST CHOICE COMMUNICATION	4/26/2010	3 EA MOTOROLA DSR04410 RECEIV	1,438.42
025068	NETWORK SUPPLY SERVICES, INC.	4/26/2010	SA 9850 POWER VU RECEIVER	817.11
025069	CROW WING COUNTY HIGHWAY DEPT.	4/26/2010	UNLEADED & DIESEL FUEL - MARCH	645.06
025070	IBEW LOCAL UNION 949	4/30/2010	UNION DUES	412.44
025071	MN CHILD SUPPORT PAYMENT CTR	4/30/2010	CHILD SUPPORT WITHHELD	53.06
			TOTAL FOR GENERAL ACCOUNT	320,836.41