

REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, JULY 22, 2013  
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, July 22, 2013. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, Gary Heacox, and Mark Wessels. Council Member John Moengen and City Administrator/Consultant Dan Vogt were absent. Also present were City Clerk Char Nelson, Public Works Director Ted Strand, Police Chief Bob Hartman, Finance Director/Treasurer Mike Lyonais, Community Development Director Ken Anderson, City Attorney Brad Person, Northland Press Reporter Paul Boblett, and Echo Publishing Reporter Katie Morford. There were approximately eighteen people in the audience.

**A. CALL TO ORDER** – Mayor Schneider called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 07R2-01-13 WAS MADE BY GARY HEACOX AND SECONDED BY MARK WESSELS TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

**B. CRITICAL ISSUES** –

1. Included in the packet for Council review was a letter dated July 13, 2013 from Nancy Koch regarding changes she wanted the Council to consider on the County Road 3 project and a letter dated July 19, 2013 from Attorney Person regarding Council action to proceed with the project. The petition requesting the reconsideration of the CSAH 3 upgrade project that was presented at the June 27, 2013 meeting does not create any legal process whereby the Council must respond in any way, however, the Council can revisit the matter if they choose. Steve Roe urged the Council to listen to the people. A discussion ensued regarding the City's cost of the road improvement and whether the Council should consider reducing the width of the shoulders in order to reduce land acquisition by the County. Ted Strand stated that there will be a 100-foot right-of-way whether the shoulders are 6 or 8 feet wide. Mark Wessels replied that State funding would be cut if the right-of-way was reduced. The Right-of-Way Plat will not be completed until the City approves the final road design. MOTION 07R2-02-13 WAS MADE BY MARK WESSELS AND SECONDED BY DARRELL SCHNEIDER TO ADOPT RESOLUTION NO. 13-12 APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS. MOTION CARRIED 3-1 WITH STEVE ROE OPPOSED.
2. Todd Lyscio, new director of the Crosslake Community School, introduced himself to the Council and audience and stated that it is critical for the school and City to work together and that he looks forward to a good working relationship.

**C. CONSENT CALENDAR** – MOTION 07R2-03-13 WAS MADE BY STEVE ROE AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) REGULAR MEETING MINUTES OF JUNE 27, 2013; (2.) REGULAR MEETING MINUTES OF JULY 8, 2013; (3.) JUNE 2013 WASTEWATER TREATMENT DISCHARGE MONITORING REPORT; (4.) CROW WING COUNTY SHERIFF'S COMMUNITY UPDATE DATED JULY 1, 2013; (5.)

MEMO DATED JULY 9, 2013 FROM LAND SERVICE DIRECTOR RE: LAND SERVICE DEPARTMENT – 2<sup>ND</sup> QUARTER UPDATE FOR 2013; (6.) EDA MEETING MINUTES OF JUNE 5, 2013; (7.) BLAEDC 2<sup>ND</sup> QUARTER ACTIVITY REPORT; (8.) WASTE PARTNERS RECYCLING REPORTS FOR MAY AND JUNE 2013; (9.) MEMO DATED JUNE 1, 2013 FROM MINNESOTA STATE DEMOGRAPHER RE: 2012 POPULATION AND HOUSEHOLD ESTIMATES; (10.) BILLS FOR APPROVAL IN THE AMOUNT OF \$77,693.31; (11.) ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$7,448.40; AND (12.) NOTICE OF ATTENDANCE AT THE NATIONAL TELEPHONE CONFERENCE. MOTION CARRIED WITH ALL AYES.

**D. MAYOR’S REPORT – None.**

**E. CITY ADMINISTRATOR’S REPORT**

1. Mike Lyonais reported that budget packets have been distributed to department heads with a deadline of July 29<sup>th</sup> to complete and return them. MOTION 07R2-04-13 WAS MADE BY DARRELL SCHNEIDER AND SECONDED BY MARK WESSELS TO SET THE DATES FOR SPECIAL COUNCIL MEETINGS FOR THE PURPOSE OF BUDGET DISCUSSIONS ON AUGUST 9 AND AUGUST 16 AT 9:00 A.M. MOTION CARRIED WITH ALL AYES.

**F. COMMISSION REPORTS – None.**

**G. ATTORNEY REPORT –**

1. At the Council meeting of June 27, 2013 the matter of appointing members to the Personnel Committee was tabled until the City Attorney could determine if there was a legal issue with appointing an employee that was on probation to the committee. In response, Attorney Person reported that there is no legal reason to prohibit an employee on probation from serving on the Personnel Committee. MOTION 07R2-05-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO CHANGE THE MEMBERSHIP OF THE PERSONNEL COMMITTEE AS FOLLOWS: MAYOR, COUNCIL LIAISON, FINANCE DIRECTOR/TREASURER AND GENERAL MANAGER. THE CITY ADMINISTRATOR/CONSULTANT WOULD BE A NON-VOTING MEMBER AND THE CITY CLERK WOULD ATTEND MEETINGS TO TAKE MINUTES BUT WOULD HAVE NO VOTING AUTHORITY. A discussion ensued regarding whether or not Dan Vogt was the City Administrator. MOTION CARRIED 3-1 WITH STEVE ROE OPPOSED.

- H. OLD BUSINESS –** Chief Hartman reported that he has been in contact with the Crow Wing County Highway Department regarding parking at the Bourbon Room. Suggestions to improve safety in the area include installing a street light at the intersection of County Road 66 and Anchor Point Road, painting the curb yellow for no parking directly in front of the restaurant and 30 feet north and south of the parking lot entrances and erecting no parking signs. Ted Strand has contacted Crow Wing Power regarding the possibility of having a street light installed and having the cost funded by the Crow Wing Power Round-Up Account. In order for the County to take action on painting the curb and erecting no parking signs, the Council would need to approve a resolution requesting the County take such action. Mark Wessels introduced a motion to authorize Ted Strand to work with Crow Wing

Power to install a street light at the intersection of County Road 66 and Anchor Point Road. This motion died for the lack of a second. Chief Hartman stated that he would contact the property owner to make him aware of the proposed safety improvements. A lengthy discussion ensued regarding the urgency of the matter and what steps should be taken to resolve the matter. MOTION 07R2-06-13 WAS MADE BY STEVE ROE AND SECONDED BY MARK WESSELS TO DIRECT STAFF TO WORK WITH CROW WING POWER TO HAVE A STREET LIGHT INSTALLED AT THE INTERSECTION OF COUNTY ROAD 66 AND ANCHOR POINT ROAD AND TO ADOPT RESOLUTION NO. 13-13 REQUESTING VARIOUS IMPROVEMENTS WITHIN CSAH 66 TO IMPROVE SAFETY ADJACENT TO THE BOURBON ROOM BAR AND RESTAURANT. MOTION CARRIED 3-1 WITH MARK WESSELS OPPOSED.

- I. NEW BUSINESS** – Ken Anderson reported that WAPOA has been advised by the DNR that a small number of Adult Zebra Mussels have been found in a single location on Cross Lake. Mr. Anderson read the Invasive Species Alert from WAPOA to the Council and the audience.

Gary Heacox reported that he received a complaint from Armond Gease of Cross Avenue regarding vehicles parked at the end of his road which hinder access to his and his neighbor's driveways. Chief Hartman replied that he will have an officer check on the situation.

- J. PUBLIC FORUM** – None.

- K. ADJOURN** – MOTION 07R2-07-13 WAS MADE BY DARRELL SCHNEIDER AND SECONDED BY MARK WESSELS TO ADJOURN THE MEETING AT 8:30 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson  
City Clerk

Deputy Clerk/Minutes/7-22-13

**RESOLUTION NO. 12  
RESOLUTION APPROVING COUNTY PROJECT WITHIN MUNICIPAL  
CORPORATE LIMITS**

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

WHEREAS, the City of Crosslake and Crow Wing County reviewed numerous design and alignment alterations related to the reconstruction of County State Aid Highway (CSAH) 3 from CSAH 37 to CSAH 1, culminating in the City choosing options and directing the County to proceed with detailed design according to City Resolution No. 12-10, and

WHEREAS, detailed final layouts for State Aid Project Number 018-603-022, showing proposed alignment, profiles, grades and typical sections for construction, reconstruction and improvement of County State Aid Highway (CSAH) 3 within the limits of the City of Crosslake have been prepared and presented to the City at a Public Meeting held on February 19, 2013.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA: That said final layouts and plan for State Aid Project Number 018-603-022 be in all things approved.

Adopted this 22<sup>nd</sup> day of July 2013.

  
\_\_\_\_\_  
Darrell Schneider  
Mayor

  
\_\_\_\_\_  
Charlene Nelson  
City Clerk

**BILLS FOR APPROVAL**  
**July 22, 2013**

<b>VENDORS</b>	<b>DEPT</b>		<b>AMOUNT</b>
Ace Hardware, paint	Fire	pd 7-10	34.19
Ace Hardware, paint	Police	pd 7-10	28.85
Ace Hardware, paint supplies	Police	pd 7-10	92.82
Ace Hardware, air filters	PW	pd 7-10	14.94
Ace Hardware, hardware	Gov't	pd 7-10	29.89
Anderson Brothers, tennis courts	P&R		58,042.55
AW Research, water testing	Sewer		699.50
Bjerga's Feed Store, grass seed	P&R		17.00
Clifton Larson Allen, final billing for 2012 audit	Gov't		500.00
Crosslake Portable Welding, mower repair	PW		65.00
Crow Wing County Atty, 2nd quarter fines/fees	Gov't		1,210.25
Crow Wing Power, electric service	ALL		5,724.87
Dept of Emp & Econ Dev, unemployment benefits	Police		203.52
Fifty Lakes Cattle Co, straw bales	P&R		125.00
Hawkins, chemicals	Sewer		1,104.79
Joel Carlton, reimburse for safety equipment	Fire		203.03
Johnson, Killen & Seiler, labor attorney fees	Gov't		3,332.45
Mastercard, Aldrich Tractor, oil	PW		153.74
Mastercard, Dollar Tree, childrens program	Library		2.15
Mastercard, Mr. Tire, oil change	PW		49.41
Mastercard, Office Max, pens, ink	P&Z/PW		147.06
Mastercard, Office Max, paper, receipts, ink cartridges	P&R		245.22
Mastercard, Office Max, cart, paper	Library		44.00
Mastercard, Target, tape	Library		12.21
Mastercard, Target, batteries	P&R		79.17
Mastercard, Whitefish Auto, replace caliper	P&Z		186.57
Mastercard, WW Thompson, sprayer	PW		117.74
Nelsons Outdoor Lighting, sprinkler system	PW/Gov't		455.00
Neopost, ink for postage meter	P&Z/Admin		111.15
Northern Lakes Embroidery, childrens program	Library		578.50
Northwood Turf and Power, repair seal, install tires, oil change	PW		550.58
Northwood Turf and Power, disk harrow	PW		2,350.18
Parts City, starter	PW		159.24
Pequot Lakes Youth Sports, tournaments	P&R		19.82
Reed's Market, cleaning supplies	Gov't		31.51
Simonson Lumber, concrete mix	P&R		18.08
The Office Shop, calculator	Admin		161.24
Thelen Heating, replace switch	PW		424.00
USA Bluebook, filter element paper	Sewer		149.40
Viking Electric, bulbs	P&R		153.60
Viking Electric, bulbs	P&R		65.09
<b>TOTAL</b>			<b>77,693.31</b>

**ADDITIONAL BILLS FOR APPROVAL**  
**July 22, 2013**

VENDORS	DEPT	AMOUNT
Bjerga's Feed Store, tennis court project	P&R	218.00
Brainerd Lakes Chamber, yearly contribution	Gov't	2,000.00
Brock White, curlex, wood fiber, staples	P&R	309.29
Budget Lighting, bulbs	PW	274.84
Crosslake Auto Body, air conditioning repair	PW	168.11
Fyle's, portable restrooms	P&R	256.50
Irene Borys, library refund	Library	6.00
Lakes Area Rental, primer cap	PW	4.04
Marco, copier lease	ALL	428.25
Mastercard, Aldrich Tractor, air filter	PW	25.18
Mastercard, Fleet Fram, uniform, ratchet	PW	456.10
Mastercard, Galls, gloves	Police	39.99
Mastercard, Galls, uniform	Police	141.98
Mastercard, Raffertys, volunteer help	P&R	38.68
Mastercard, Stacks and Stacks, baskets	P&R	86.62
MN Native Landscapes, herbaceous plants	P&R	261.20
Northern Lakes Embroidery, childrens program	Library	87.00
Northland Press, summary of financial report	Admin	568.55
Northland Press, business cards	Admin	180.30
Northland Press, meeting notice of 7/26	P&Z	132.80
Northwood Turf & Power, replace bearings, wheel seal	PW	512.95
Rapid Trans, police transcriptions	Police	94.50
Roosevelt Lake Service, tow vehicle	Police	157.11
Terry Kinkaid, reimburse for uniform	P&R	30.96
UMA, karate demonstration	Library	100.00
US Tennis Association, membership dues	P&R	65.00
Valley Pools and Spas, chemicals	Sewer	409.22
Viking Coca Cola, pop	P&R	117.88
Whitefish Auto, change power steering hoses	Police	277.35
<b>TOTAL</b>		<b>7,448.40</b>

**RESOLUTION NO. 13-13**

**RESOLUTION REQUESTING VARIOUS IMPROVEMENTS WITHIN CSAH 66 TO  
IMPROVE SAFETY ADJACENT TO THE BOURBON ROOM BAR AND  
RESTAURANT**

WHEREAS, the City of Crosslake has received various complaints and traffic accident reports related to the increased on-street parking and pedestrian traffic with the new restaurant located at or near the intersection of Anchor Point Road and CSAH 66; and

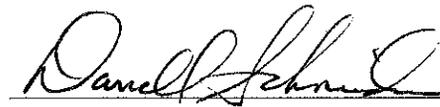
WHEREAS, the City of Crosslake directed city staff to look at options to increase safety and talk to the owner of the Bourbon Room regarding possible solutions; and

WHEREAS, possible improvements were discussed at the July 22, 2013 City Council meeting; and

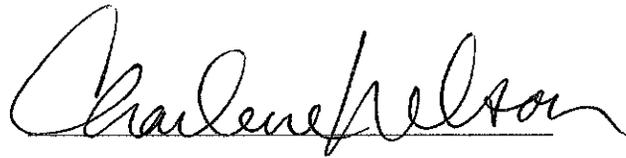
NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE,  
MINNESOTA:

That the City hereby formally requests the County to 1) authorize the City of Crosslake, at its sole expense, to install one streetlight near the existing stop sign located at the Southwest corner of the intersection of Anchor Point Road and CSAH 66; and 2) request that the County paint, sign or otherwise restrict parking between the two entrances to the Bourbon Room and within 30 feet of either such entrance; and 3) consider signage along CSAH 66 (especially to the North of the Bourbon Room) to warn drivers of pedestrian traffic or a busy congested area with this restaurant needing parking along the highway.

Adopted this 22<sup>nd</sup> day of July, 2013.



Darrell Schneider, Mayor



Charlene Nelson, City Clerk