

SPECIAL COUNCIL SESSION
CITY OF CROSSLAKE MINNESOTA
WEDNESDAY, AUGUST 17, 1994
10:00 A.M. CITY HALL

The Council for the City of Crosslake, Minnesota met in the Council Chambers of City Hall on Wednesday, August 17, 1994 at 10:00 A.M. The following Councilmembers were present: Mayor Kurt Anderson, Dean Swanson and Jack Webster. Chuck Miller arrived during the budget portion of the meeting. Absent was Lyle Arends. Also present was City Clerk Arlene Buchite, Reporter Jean Paul Hudon and nine City employees.

Mayor Anderson called the meeting to order at 10:00 A.M. The purpose of the meeting was to discuss pay equity for City employees, to discuss the hiring of a construction manager for the Community Center and to hold the first budget meeting for 1995.

The City Council had requested that Arlene Buchite prepare a document which would merge data from the Utility Company's pay chart with a schedule of wages paid to City employees based on job description. This document showed the steps, number of months and pay scales for each position code. This document was distributed to each of the employees during the meeting. There was discussion between the Council and the employees regarding the disparity in pay between the two City entities. It was agreed that this document was a good starting point for the Councilmembers to review and use as a guideline. A personnel meeting will be held within the next two weeks to further discuss this issue with the City employees.

MOTION 8S1-01-94 WAS MADE BY DEAN SWANSON AND SECONDED BY JACK WEBSTER TO APPOINT CYNTHIA THUNELL AS AN ELECTION JUDGE. MOTION PASSED UNANIMOUSLY.

The City will pay minimum hourly wages to all the election judges based on the number of hours each works.

Weizenegger Engel Insurance Company had submitted a binder on the Emergency Services Center for \$500,000. The equipment within the building was to have been scheduled previously. Arlene Buchite will follow up with John Weizenegger to make sure this has been done. On the building itself, once an exact amount is known, the policy will be updated. Any personal property kept within the building will be the responsibility of the person or organization using the facility.

MOTION 08S1-02-94 WAS MADE BY JACK WEBSTER AND SECONDED BY DEAN SWANSON TO ACCEPT THE BINDER WITH THE CORRECTION TO PERSONAL PROPERTY WITHIN THE BUILDING NOT BEING THE RESPONSIBILITY OF THE CITY. MOTION PASSED UNANIMOUSLY.

The Council was informed that the fire rig and firemen are still on standby to assist in the fires out West.

The Council discussed whether a construction manager should be hired to work with Bonestroo, Rosene, Anderlik and Associates on the Community Center. The Council would like to see local contractors encouraged to bid with the general contractor. All inspections will be done by the architect.

MOTION 08S1-03-94 WAS MADE BY DEAN SWANSON AND SECONDED BY JACK WEBSTER TO GO WITH THE ARCHITECTURAL FIRM WITHOUT THE HIRING OF A CONSTRUCTION MANAGER. MOTION PASSED UNANIMOUSLY.

Signs will be ordered and installed to disallow rollerblading and alcoholic beverages on the tennis courts and on the Emergency Services Center grounds.

The City budgets were reviewed by department starting with Planning and Zoning. Chuck Miller joined the Council at this time.

It is anticipated that hospitalization costs will increase in 1995. Whether spouses, who have hospitalization benefits available under another employers' plan, should be able to participate in the City's plan was discussed.

Prior to selling the Ram Charger, P&Z incurred \$600.00 in expenses which were not recovered after the sale. Arlene Buchite will check with Mick Justin to determine how to repay the \$600.00 from the sale of the asset.

Arlene Buchite was requested to redo the budget for each department and increase salaries by 4%, the amount of cost of living increase as set by Union contract.

Mayor Anderson would like to carry over \$10,000 of the \$16,000 budgeted in the Public Works Department for 1994 road maintenance into 1995 and reduce the 1995 budget to \$7,000. There was some discussion on installing larger gas tanks at the City garage to decrease the price paid per gallon by having bulk delivery. Pat will put some information together for the next meeting. It was decided that \$10,000 be carried over for a new dump truck. The cost of the pickup truck received from the Utility Company will be deducted from the dividend paid to the City.

Some time was spent discussing the pump at the Emergency Services Center. Pat is working with Traut Wells and the architects to resolve the problem.

The police officers are spending two to three hours per shift in the office doing paperwork that could be turned over to a part-time secretary. Some consideration was given to increasing the hours of the part time receptionist to be able to assist in transcribing the required reports. Jack Webster recommended that \$5,000 be added to the Police budget to allow for the addition of a fully licensed police officer on a part-time basis to assist on busy weekends and to cover vacations and days off.

The preliminary Park Department budget reflects an increase of \$20,000 in the budget from 1994. It was requested there be a breakdown on maintenance being done by the Public Works Department. There was some discussion as to whether a Park Director be hired prior to the construction of a building. It was decided this category be lowered to \$12,000.

There was some discussion to raise the pay for the City Council members an additional \$50.00 per month. Arlene will check if a public hearing is required to do this. It will be put on the agenda for the next Council meeting since it must be heard prior to the election.

Jack Webster inquired if any money should be budgeted for the City Administrator and it was agreed that \$15,000 be added for this.

Recycling, cemetery, city hall and ambulance budgets all remained the same as 1994.

An open house was scheduled for the Emergency Services Center for Saturday, September 10th.

A second budget meeting was scheduled for September 8th at 9:00 A.M.

MOTION 08S-04-94 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO ADJOURN THE SPECIAL COUNCIL SESSION AT 1:15 P.M. MOTION PASSED UNANIMOUSLY.

Recorded and edited by:
Arlene A. Buchite, City Clerk

