

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, AUGUST 26, 2013
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, August 26, 2013. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, Gary Heacox, John Moengen and Mark Wessels. Also present were City Administrator/Consultant Dan Vogt, City Clerk Char Nelson, Public Works Director Ted Strand, Park and Recreation Director Jon Henke, General Manager Paul Hoge, Finance Director/Treasurer Mike Lyonais, Community Development Director Ken Anderson, Police Chief Bob Hartman, City Attorney Brad Person, City Engineer Mark Hallan, and Echo Publishing Reporter Kate Perkins. There were approximately five 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 08R2-01-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CRITICAL ISSUES –

1. The City Council reviewed a request from Arlen Stensby of 37851 County Road 66 asking the City of Crosslake to request Crow Wing County to modify County Ordinance 0601 to prohibit only Class 1 ATV's from operating on County Road 66 from County Road 3 to State Hwy 1. A lengthy discussion ensued regarding the differences between Class 1 and Class 2 ATV's and the intent of the County to limit ATV use on County Road 66. Chief Hartman stated that Class 2 vehicles cannot operate in ditches. Class 2 ATV's are allowed on County Roads 3, 16, and 103 in Crosslake. MOTION 08R2-02-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO ASK CROW WING COUNTY TO REVIEW/REVISIT ORDINANCE 0601 AND CONSIDER MODIFYING THE ORDINANCE TO ALLOW CLASS 2 ATV OPERATION ON COUNTY ROAD 66. MOTION CARRIED WITH ALL AYES.

C. CONSENT CALENDAR – MOTION 08R2-03-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR EXCLUDING ITEM #9 BILLS FOR APPROVAL AT JON HENKE'S REQUEST: (1.) SPECIAL MEETING MINUTES OF AUGUST 9, 2013; (2.) REGULAR MEETING MINUTES OF AUGUST 12, 2013; (3.) SPECIAL MEETING MINUTES OF AUGUST 16, 2013; (4.) JULY 2013 WASTEWATER TREATMENT DISCHARGE MONITORING REPORT; (5.) LETTER DATED AUGUST 1, 2013 FROM MN DEPARTMENT OF LABOR & INDUSTRY RE: FULL SERVICE SAFETY CONSULTATION SURVEY RESULTS; (6.) INTERNET SERVICES AGREEMENT BETWEEN CROSSLAKE COMMUNICATIONS AND EMILY COOPERATIVE TELEPHONE COMPANY; (7.) EMAIL DATED AUGUST 8, 2013 FROM RICH HOPPE RE: THANK YOU FOR STORM CLEANUP; (8.) EMAIL DATED AUGUST 17, 2013 FROM RICHARD DIETZ RE: MANHATTAN POINT WALKING

PATH; (9.) REMOVED ; AND (10.) ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$5,450.91. MOTION CARRIED WITH ALL AYES.

Jon Henke requested that Item (9.) Bills for Approval be removed from the Consent Calendar and be open for discussion. Mr. Henke reported that after the heavy rain today, he noticed standing water on the new tennis courts and was concerned about drainage. The final pay request to Anderson Brothers Construction in the amount of \$63,888.53 was included in the bills for approval. Mr. Henke suggested retaining part of the final payment until outstanding issues were resolved. MOTION 08R2-04-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO REDUCE FINAL PAYMENT TO ANDERSON BROTHERS CONSTRUCTION FOR TENNIS COURT CONSTRUCTION BY \$10,000 AND TO APPROVE CONSENT CALENDAR ITEM (9.) BILLS FOR APPROVAL IN THE REVISED AMOUNT OF \$63,300.65. MOTION CARRIED WITH ALL AYES.

D. MAYOR'S REPORT

1. Mayor Schneider requested an update on Council registration for Local Boards of Appeal and Equalization Training. Steve Roe and Mark Wessels stated that they are interested in attending and plan to register for a training session between September and November.
2. Mayor Schneider reported that the City Council changed the job descriptions of the department heads at the last meeting to include, "Supervisor: City Council or Designee", however, a designee had not been appointed. MOTION 08R2-05-13 WAS MADE BY DARRELL SCHNEIDER AND SECONDED BY JOHN MOENGEN TO APPOINT DAN VOGT – CITY ADMINISTRATOR/CONSULTANT AS CITY COUNCIL DESIGNEE AND TO DIRECT DEPARTMENT HEADS TO REPORT TO MR. VOGT. Discussion ensued regarding the role of the designee to handle routine issues such as approving purchase requests. The designee would have no hiring/firing authority. MOTION CARRIED WITH ALL AYES.
3. Mayor Schneider announced that a Public Works Commission Meeting would be held Tuesday, September 3rd at 4:00 P.M. and requested that the Council receive a copy of the agenda.
4. Mayor Schneider reported that Region 5 Development Commission would hold a workshop at City Hall on Thursday, August 29th from 10:00 A.M. to 12:00 P.M. with a group of residents representing the diverse makeup of the community to hear what they feel is important to the community. The public and council is welcome to attend.

E. CITY ADMINISTRATOR'S REPORT

1. Dan Vogt reported that a Special Meeting to discuss the 2014 Budget would be held on Thursday, August 29th at 3:00 P.M. and suggested that the Council set the levy at that time. Once set, the Council is able to reduce the levy but not increase the levy.

F. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. MOTION 08R2-06-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ACCEPT DONATIONS TO THE CROSSLAKE FIRE DEPARTMENT IN THE AMOUNT OF \$30,000 FOR THE PURCHASE OF A

TAHOE-TYPE AUTOMOBILE TO BE USED AS A FIRE/EMT VEHICLE AND \$10,000 TO THE CROSSLAKE POLICE DEPARTMENT FOR THE PURCHASE OF NON-LETHAL EQUIPMENT AND UPGRADES FROM JOHN HART. John Monegen stated that the Fire Department will use the Tahoe as an EMT vehicle and duty crews will take the vehicle home while they are on call. The Council was very grateful for the generous donation made by John Hart. MOTION CARRIED WITH ALL AYES.

2. ECONOMIC DEVELOPMENT AUTHORITY

- a. Patty Norgaard presented the proposed 2014 Budget for the EDA. The EDA has used Revolving Loan Funds to cover operating expenses in the past. Starting in 2014 the EDA wants a separate account for operating expenses so that the Revolving Loan Fund remains whole and increases with interest. The EDA wants to continue supporting the development of a strong, diversified, and growing economic base.

3. PARK & RECREATION/LIBRARY

- a. MOTION 08R2-07-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE EXTENSION OF THE WSN AGREEMENT WITH THE CITY FOR THE 2013 CROSSLAKE STREET IMPROVEMENTS IN THE AMOUNT OF \$3,500-\$4,000 FOR PREPARATION OF ADA PLANS FOR THE ENTRANCE TO THE COMMUNITY CENTER. The estimated cost for the entire project including sidewalk, seal coating, and striping is approximately \$30,000. MOTION CARRIED WITH ALL AYES.

4. PUBLIC WORKS/SEWER/CEMETERY

- a. MOTION 08R2-08-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO RELEASE RETAINAGE OF \$2,000 TO ANDERSON BROTHERS CONSTRUCTION FOR THE COMPLETION OF THE 2012 STREET IMPROVEMENTS. MOTION CARRIED WITH ALL AYES.

5. PLANNING AND ZONING

Due to severe weather, the Planning and Zoning report was postponed until the next Regular Council Meeting.

G. CITY ATTORNEY REPORT – None.

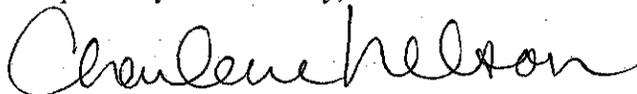
H. OLD BUSINESS – None.

I. NEW BUSINESS – MOTION 08R2-09-13 WAS MADE BY GARY HEACOX AND SECONDED BY MARK WESSELS TO DIRECT THE PLANNING AND ZONING DEPARTMENT TO BE OPEN DAILY FROM 8:00 A.M. TO 4:30 P.M. SEPTEMBER 2, 2013. MOTION CARRIED WITH ALL AYES.

J. PUBLIC FORUM – None.

K. ADJOURN – MOTION 08R2-10-13 WAS MADE BY DARRELL SCHNEIDER AND
SECONDED BY MARK WESSELS TO ADJOURN THE MEETING AT 8:25 P.M.
MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Charlene Nelson".

Charlene Nelson
City Clerk

Deputy Clerk/Minutes/8-26-13

ADDITIONAL BILLS FOR APPROVAL
August 26, 2013

VENDORS	DEPT	AMOUNT
Anderson Brothers, cracksealing	PW/Sewer	2,055.62
Banyon Data Systems, fund accounting and payroll support	Admin	1,611.88
Brainerd Overhead Door, door repair	Ambulance	67.50
Crow Wing Auto Body, tow squad car	Police	65.44
Guardian Pest Solutions, pest control	ALL	82.94
Heartland Tire, tires	P&R	519.71
MN State Fire Chiefs Assn, annual conference	Fire	440.00
Northland Press, meeting notice of august 23	P&Z	182.60
RDJ Specialties, lollipops	Fire	223.54
Sunshine Gardens, seed	P&R	89.78
XcelEnergy, gas utilities	PW/Sewer	111.90
TOTAL		5,450.91

BILLS FOR APPROVAL
August 26, 2013

VENDORS	DEPT		AMOUNT
American Water Works Assn, membership dues	Sewer		179.00
Anderson Brothers, class 5	PW		912.91
Anderson Brothers, tennis court construction	P&R	63,888.53	53,888.53
AW Research, water testing	Sewer		131.40
Brownells, glock grip adapter	Police		28.37
Chemsearch, maxi lube	PW		426.69
Demco, book covers	Library		144.27
FIRE, car fire simulator, forcible entry trailer	Fire		1,200.00
Hawkins, chemicals, pump	Sewer		1,095.79
Holiday, fuel	Fire		10.00
Marco, copier lease	ALL		428.25
Metro Sales, maint base	Police		289.63
Mike's Electric, install outlet	Fire		218.00
Napa Auto Parts, wiper blade	Police		18.69
Nelsons Outdoor Lighting & Sprinklers, replace spray heads	PW		45.00
Northwood Turf and Power, mower repair	PW		143.25
Patty Norgaard, reimburse for books	EDA		96.50
Premier Auto Repair, replace alternator, belt	PW		581.56
Rapid Trans, transcriptions	Police		36.00
RDJ Specialties, cups	Fire		462.36
Reeds Market, childrens program	Library		31.45
Reeds market, cleaning supplies	Gov't		22.83
The Office Shop, dvds	Gov't		74.77
The Office Shop, rubber bands	Gov't		5.33
Whitefish Auto, replace brake pads and rotors	Police		402.19
WSN, engineering fees	ALL		1,470.63
Ziegler, repair pto drive shaft	PW		957.25
TOTAL			63,300.65