

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
WEDNESDAY, SEPTEMBER 2, 2009
9:00 A.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Wednesday, September 2, 2009. The following Council Members were present: Mayor Jay Andolshek, Steve Roe, Rusty Taubert, John Moengen and Dean Swanson. Also present were City Administrator Tom Swenson, General Manager Paul Hoge, Community Development Director Ken Anderson, Public Works Director Ted Strand, and Park Director Jon Henke. There was one individual in the audience.

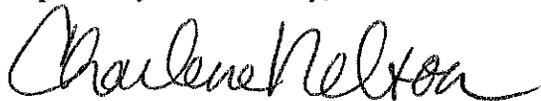
1. Mayor Andolshek called the Special Meeting to order at 9:00 A.M.
2. MOTION 09S1-01-09 WAS MADE BY JOHN MOENGEN AND SECONDED BY DEAN SWANSON TO APPROVE THE BILLS FOR PAYMENT AS PRESENTED IN THE AMOUNT OF \$8,514.35. AYES: ALL.
3. Included in the packet for Council information was a spreadsheet showing the impact on the Tax Levy incorporating the Market Value Homestead Credit Reduction and New Construction Values for the 2010 Budget. Tom Swenson stated that he added \$30,000 to the Budget for additional engineering costs, bringing the total proposed spread levy increase for 2010 to \$29,794. Using a conservative figure of \$18,000 being generated by new construction, the impact of the proposed spread levy on the existing tax base would be an increase of \$11,794 or 0.43%. Also included in the packet were preliminary revenue and expenditure budget comparisons and a Resolution Approving the Preliminary 2009 Tax Levy Collectible in 2010 to be adopted at the regular meeting in September. Tom Swenson noted that the largest increase was in Capital Outlay which included replacing light fixtures at the Public Works Facility, land acquisition, garage renovation at the Park and engineering and capital costs related to Public Works projects. Jay Andolshek asked what the status of the fireworks budget was. Tom Swenson replied that the budget includes \$10,000 for fireworks. No action was required at this time.
4. A memo dated September 2, 2009 from the Personnel Committee regarding a recommendation to hire a Clerk/Treasurer was included in the packet for Council review. Tom Swenson stated that the Personnel Committee completed the process of advertising and interviewing for the position of Clerk/Treasurer. The City sent out 120 applications and 91 were returned for consideration. The 91 applications were then assigned points based on education, experience and veterans preference. The Personnel Committee selected 11 individuals for interviews. One applicant withdrew from consideration and the 10 remaining applicants were interviewed on August 26th and 27th. The Personnel Committee then met on August 28th to review

the applicants that were interviewed. The Personnel Committee voted unanimously to offer the position to Jennifer Max. Steve Roe asked how long the clerk would train with Darlene Roach. Tom Swenson replied that Jennifer Max and Darlene Roach would work together for about two weeks. MOTION 09S1-02-09 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO APPROVE THE HIRING OF JENNIFER MAX AS CLERK/TREASURER WITH A STARTING SALARY WITHIN THE SALARY RANGE PREVIOUSLY APPROVED BY THE CITY COUNCIL, BENEFITS AS NEGOTIATED BY THE PERSONNEL COMMITTEE, A STARTING DATE OF SEPTEMBER 21, 2009 AND CONTINGENT ON ACCEPTANCE OF THE POSITION, SALARY AND BENEFITS BY JENNIFER MAX. Dean Swanson stated that Jennifer Max was the best fit for the City. It was noted that she is a CPA and worked for Larson Allen. MOTION CARRIED WITH ALL AYES.

Tom Swenson informed the Council that there would be a closed meeting on September 14, 2009 at 6:30 P.M. for the purpose of discussing pending litigation with the attorney representing the City.

5. MOTION 09S1-03-09 WAS MADE BY JAY ANDOLSHEK AND SECONDED BY JOHN MOENGEN TO ADJOURN THE SPECIAL MEETING AT 9:15 A.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
Deputy Clerk

