

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, SEPTEMBER 12, 2016
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, September 12, 2016. The following Council Members were present: Mayor Steve Roe, Gary Heacox, Mark Wessels, Brad Nelson and Dave Schrupp. Also present were City Administrator/Consultant Dan Vogt, Finance Director/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Park and Rec. Director Jon Henke, Police Chief Bob Hartman, Crow Wing County Land Service Supervisor Chris Pence, Land Services Specialist Jon Kolstad, City Attorney Brad Person, City Engineer Mark Hallan, Northland Press Reporter Kate Perkins, and Echo Publishing Reporter Theresa Bourke. There were approximately twenty-one people in the audience.

A. CALL TO ORDER – Mayor Roe called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 09R-01-16 WAS MADE BY GARY HEACOX AND SECONDED BY BRAD NELSON TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CONSENT CALENDAR – MOTION 09R-02-16 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. REGULAR COUNCIL MEETING MINUTES OF AUGUST 8, 2016
 2. BUDGET WORKSHOP MINUTES OF AUGUST 22, 2016
 3. BUDGET WORKSHOP MINUTES OF AUGUST 29, 2016
 4. CITY – MONTH END REVENUE REPORT DATED AUGUST 2016
 5. CITY – MONTH END EXPENDITURES REPORT DATED AUGUST 2016
 6. 8/31/16 PRELIMINARY BUDGET TO ACTUAL ANALYSIS
 7. PLEDGED COLLATERAL STATEMENT DATED AUGUST 31, 2016
 8. LETTER DATED SEPTEMBER 8, 2016 FROM DAVID DROWN ASSOCIATES, INC. RE: MUNICIPAL BOND CONTINUING DISCLOSURE SERVICES
 9. POLICE REPORT FOR CROSSLAKE – AUGUST 2016
 10. POLICE REPORT FOR MISSION TOWNSHIP – AUGUST 2016
 11. FIRE DEPARTMENT REPORT – AUGUST 2016
 12. NORTH MEMORIAL RUN REPORT – AUGUST 2016
 13. EDA MEETING MINUTES OF AUGUST 3, 2016
 14. MONTHLY PLANNING & ZONING STATISTICS
 15. PLANNING AND ZONING COMMISSION MEETING MINUTES OF JULY 22, 2016
 16. PUBLIC WORKS COMMISSION MEETING MINUTES OF AUGUST 1, 2016
 17. PRE-CONSTRUCTION CONFERENCE MINUTES OF SEPTEMBER 6, 2016
 18. CROSSLAKE PARK/LIBRARY COMMISSION MEETING MINUTES OF JULY 27, 2016
 19. WASTE PARTNERS RECYCLING REPORTS FOR JULY 2016
 20. RESOLUTION NO. 16-20 ACCEPTING DONATIONS
 21. BILLS FOR APPROVAL IN THE AMOUNT OF \$71,355.92
 22. ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$22,288.43 AND
 23. APPLICATION FOR GROUP TRANSIENT MERCHANT PERMIT FROM THE CHAMBER OF COMMERCE FOR CROSSLAKE DAYS.
- MOTION CARRIED WITH ALL AYES.

C. PUBLIC FORUM – None.

D. MAYOR'S REPORT

1. Mayor Roe reported that the Crow Wing County Highway Department will be resurfacing CSAH 16 in the summer of 2017.
2. MOTION 09R-03-16 WAS MADE BY GARY HEACOX AND SECONDED BY MARK WESSELS TO ACCEPT RESIGNATION FROM BILL FORSYTHE FROM THE EDA, TO APPOINT MR. FORSYTHE AS AN ALTERNATE, AND TO MOVE DEAN FITCH FROM ALTERNATE TO FULL TIME MEMBER WITH A TERM EXPIRING 1/31/2019. Mark Wessels reported that Mr. Forsythe recently had surgery and needed time to recover and get caught up on work before he could be an active member again. MOTION CARRIED WITH ALL AYES.
3. Included in the Council packets was a signed petition for a no wake zone for the channel to southern Cross Lake. Brad Nelson stated that the City has no jurisdiction over waterways and that this matter should be handled at the County. Mr. Nelson questioned what percentage of Whitefish Chain residents the petition represented. Several residents from the southern part of Cross Lake were in attendance and voiced their opinions about needing a no wake zone.

Jerome Jurek of 34054 Sunrise Island Road told Brad Nelson that he should not take part in this discussion because it was a conflict of interest since Mr. Nelson owns C&C Boatworks. Because of the heavy traffic of boats, Mr. Jurek stated that it is necessary to make this channel a no wake zone and that many residents agree.

Martin Sundquist, son of Joyce Lotze of 33986 Sunrise Island Road, reported that the channel is narrow and there has been damage to property from boats. Mr. Sundquist added that it is reasonable for the Council to support this request because traffic on the lake is at dangerous levels.

Mr. Wishman of 34006 Sunrise Island Road stated that his property is at the narrowest part of the channel and that he has had damage to his boat and dock and predicts that someone will be injured if nothing changes.

Gary Heltemes of 33569 Lake Street stated that he would like the boaters on the lake to drive slower.

Marilyn Schoneman of 33992 Sunrise Island Road stated that she helped write the petition and collected signatures. Although there are only 15 homes on the island, there are over 80 names on the petition. It is not only the people on the island that think this is a dangerous situation.

Dick Phillips of 12292 Perkins Road stated that this is a major public safety concern. Frank Ferguson of 34068 Sunrise Island Road stated that it should not be a big deal for boaters to slow down at the channel because someone is going to get hurt.

Steve Roe asked for advice from the City Administrator and City Attorney on how to handle the situation. Both told the Council that it is their decision whether or not to get involved since the City has no jurisdiction on waterways. Mark Wessels stated that he

was in favor of a no wake zone but that the County needs to make the decision and stated that he may attend the County Commission meeting to state his opinion. Gary Heacox stated that some boaters will not obey the law even if signs are installed and that there should be more enforcement from the County on the lakes. No action was taken by the Council.

Mayor Roe reported that the deer population is growing in the City and asked what could be done about that. Attorney Person stated that other cities have had the DNR assist in reducing herds by allowing a harvest within the city limits. Bob Perkins of 35335 County Road 37 stated that the City should contact the DNR for information on reducing the deer population. Chief Hartman stated that bow hunters must be at least 200 feet from an occupied dwelling.

4. Dean Fitch addressed the Council and gave a brief recap of the preparation and meetings that have taken place so far for the MN Design Team visit that will take place this weekend. The implementation of the visioning of the MDT is really the beginning of the project and could last several years. Mr. Fitch outlined the implementation process and invited the community to stay involved.

E. CITY ADMINISTRATOR'S REPORT

1. MOTION 09R-04-16 WAS MADE BY MARK WESSELS AND SECONDED BY BRAD NELSON TO ADOPT RESOLUTION NO. 16-21 APPROVING PRELIMINARY 2016 TAX LEVY COLLECTIBLE IN 2017 TOTALING \$3,516,321. Mike Lyonais noted that this represents a 5% increase over last year's levy. MOTION CARRIED WITH ALL AYES.
2. MOTION 09R-05-16 WAS MADE BY BRAD NELSON AND SECONDED BY GARY HEACOX TO SET THE DATE FOR THE PUBLIC INFORMATION MEETING FOR THE FINAL APPROVAL OF 2016 TAX LEVY COLLECTIBLE IN 2017 AND 2017 BUDGET ON DECEMBER 12, 2016 AT 6:00 P.M. MOTION CARRIED WITH ALL AYES.
3. MOTION 09R-06-16 WAS MADE BY GARY HEACOX AND SECONDED BY BRAD NELSON TO ACCEPT THE PROPOSAL FROM SPRINGSTED INC TO CONDUCT A CLASSIFICATION AND COMPENSATION STUDY AT A COST NOT TO EXCEED \$8,525. Dan Vogt noted that there were funds available in the 2016 budget to cover the cost. MOTION CARRIED WITH ALL AYES.
4. Mike Lyonais presented health insurance renewal rates with current carrier RTS/Blue Cross Blue Shield of MN. The overall policy increased by 8%. Single rate decreased while family rates increased. Employees with single coverage would see a monthly decrease of \$18 to their portion of the premium and employees with family coverage would see a monthly increase of \$41 to their portion of the premium. The national average of most insurance plans increased by 24%. MOTION 09R-07-16 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE RENEWAL FOR HEALTH INSURANCE COVERAGE WITH RESOURCE TRAINING SOLUTIONS/BLUE CROSS BLUE SHIELD OF MN. Brad Nelson stated that he has been looking at health plan rates for his employees and an 8% increase is phenomenal and congratulated Mr. Lyonais for his efforts. Dan Vogt noted that there was no change in benefit level. MOTION CARRIED WITH ALL AYES.
5. MOTION WAS MADE BY BRAD NELSON AND SECONDED BY GARY HEACOX TO DISBAND THE CROSSLAKE COMMUNICATIONS ADVISORY BOARD. A discussion ensued whether or not the City should stay involved in the operations of

Crosslake Communications. Brad Nelson stated that the disbanding was a formality because the Advisory Board no longer exists. Some Council felt it was too soon to make this decision. Nelson and Heacox agreed to rescind their motion. MOTION 09R-08-16 WAS MADE BY MARK WESSELS AND SECONDED BY DAVE SCHRUPP TO TABLE THIS MATTER UNTIL THE NEXT MEETING. MOTION CARRIED WITH ALL AYES.

6. MOTION 09R-09-16 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO EXTEND LENGTH OF TIME TO COMPLETE CROSSLAKE COMMUNICATIONS CAPITAL CALCULATIONS FROM 45 DAYS TO 90 DAYS AS REQUESTED BY TRICO. MOTION CARRIED WITH ALL AYES.

F. COMMISSION REPORTS

1. PLANNING AND ZONING

- a. Jon Kolstad presented a preliminary and final plat of Highway 103 Storage First Addition for approval. Mr. Kolstad reported that this was re-platted because the original building was not built to match the plat. The owners want to correct the plat to match what is there. The original plat showed a building that is yet to be built. The owners would like to enlarge the size of the new structure. Mayor Roe asked about screening requirements. Jon Kolstad replied that the notes from 2006 when the original plat was approved said that the screening must "please staff". Mr. Kolstad stated that current screening requirements could be added to the permit. MOTION 09R-10-16 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE PRELIMINARY AND FINAL PLAT OF HIGHWAY 103 STORAGE FIRST ADDITION WITH THE IMPLEMENTATION OF CURRENT SCREENING REQUIREMENTS. MOTION CARRIED WITH ALL AYES.
- b. Jon Kolstad presented a request from American National Bank of MN to amend the Official Land Use Map. The request is to change zoning from commercial to residential on parcel 120323100B00009. There is currently a home on the lot and in order for the buyers to obtain a VA loan, the property must be zoned residential. This parcel is adjacent to residential parcels. MOTION 09R-11-16 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE THE AMENDMENT TO THE OFFICIAL LAND USE MAP, CHANGING THE ZONING ON PARCEL NO. 120323100B00009 FROM COMMERCIAL TO RESIDENTIAL. MOTION CARRIED WITH ALL AYES.

2. PUBLIC WORKS/SEWER/CEMETERY

- a. MOTION 09R-12-16 WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARK WESSELS TO APPROVE THE PROPOSAL FROM WSN FOR DESIGN, BIDDING, AND CONSTRUCTION PHASE SERVICES FOR THE 2017 CROSSLAKE STREET IMPROVEMENTS AT A COST OF \$191,500. Ted Strand noted that the Public Works Commission recommended approval of the proposal. The project includes a trail on Anchor Point Road. Mark Wessels noted that the proposed trail is adjacent to the roadway and suggested that an off road trail may be safer. The engineering fees are included in the road construction estimates. MOTION CARRIED WITH ALL AYES.

Ted Strand reported that Tri City will begin work on the 2016 Street Improvement projects on October 1st.

Ted Strand continues to work with Crow Wing Power on street lighting. A sample light is at the intersection of Swann Drive and County Road 66.

3. PARK AND RECREATION/LIBRARY

- a. Jon Henke gave an update on activities at the Community Center including: AAA driving classes, cross country meet and tennis tournament being held at the Community Center for Pequot Lakes School, the upcoming Crosslake Disc Golf Classic, soccer program, community center improvements, trail rides, and Halloween party. Mr. Henke reported that Donna Keiffer has been teaching aerobics classes at the community center for 19 years and the program continues to be popular. MOTION 09R-13-16 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO INCREASE PAY RATE FOR DONNA KEIFFER BY \$1.00 PER CLASS. MOTION CARRIED WITH ALL AYES.

Jon Henke gave an update on the Lake Access Use Permits that are being developed. Mr. Henke showed examples of the permit, application and signs. The Park Commission will continue working on the items so that they are ready for implementation by November 1st.

G. CITY ATTORNEY REPORT – None.

H. OLD BUSINESS – None.

I. NEW BUSINESS – None.

J. PUBLIC FORUM – None.

K. ADJOURN - MOTION 09R-14-16 WAS MADE BY STEVE ROE AND SECONDED BY BRAD NELSON TO ADJOURN THE MEETING AT 8:33 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
City Clerk
City Clerk/Minutes/9-12-16

City of Crosslake

RESOLUTION 16-20

RESOLUTION ACCEPTING DONATION(S)

WHEREAS, the City of Crosslake encourages public donations to help defray costs to the general public of providing services and improving the quality of life in Crosslake; and

WHEREAS, the City of Crosslake is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of citizens; and

WHEREAS, said Statute 465.03 requires that all gifts and donations of real or personal property be accepted only with the adoption of a resolution approved by two-thirds of the members of the City Council; and

WHEREAS, the following person/persons and/or entity/entities has/have donated real and/or personal property as follows:

FROM	DONATION	INTENDED PURPOSE
PAL Foundation	\$4,250.00	Pickleball
	\$367.12	Fireworks
	\$43.57	Summer Reading
	\$1,400.00	Community Activities Area
	\$68.45	Community Garden
	\$955.24	Whitefish Warrior Race
Teri Weyer	\$50.00	Vicki Olson Memorial
Mary Jane Johnson Olson	\$30.00	Cart/Trail Tour
; and		

WHEREAS, the City of Crosslake will strive to use the donation as intended by the donor; and

WHEREAS, the City Council finds that it is appropriate to accept said donation(s) as offered.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Crosslake that the donation(s) as described above are accepted as allowed by law.

Passed this 12th day of September, 2016.



Steve Roe
Mayor

ATTEST:



Charlene Nelson
City Clerk
(SEAL)

BILLS FOR APPROVAL
September 12, 2016

VENDORS	DEPT		AMOUNT
Ace Hardware, bug spray	Park		7.99
Ace Hardware, pvc caps	Sewer		1.78
Ace Hardware, rollers, paint tray	Park		22.42
Ace Hardware, caps, pvc, cement	Sewer		9.56
Ace Hardware, paint mixer	Park		9.99
Ace Hardware, hardware	PW		12.98
Ace Hardware, pool noodle, duct tape	PW		21.96
Ace Hardware, outlet strips, extension cords	Elections		85.94
Ace Hardware, staples	Park		4.99
Ace Hardware, cleaner	Park		9.99
Ace Hardware, hardware	Park		7.56
Ace Hardware, hose hanger	Park		23.97
Ace Hardware, bug spray	Phone Comp		39.80
Ace Hardware, bulb	Park		13.99
Ace Hardware, felt pads	Park		31.92
Ace Hardware, gloves	Park		19.98
Ace Hardware, bulbs	Park		69.97
Ace Hardware, roundup	Park		45.99
Ace Hardware, trash bags	PW		11.99
Ace Hardware, mop	Park		13.99
Ace Hardware, stain	Park		10.74
Ace Hardware, hardware	Park		13.14
Ace Hardware, rug	Park		24.88
Ace Hardware, paint, hardware	Park		29.86
Ace Hardware, felt gard blanket	Park		8.98
Ace Hardware, trailer jacks	PW		119.97
Ace Hardware, batteries, reflective lettering	PW		13.11
Ace Hardware, fuel, oil, spark plug	Sewer		65.95
Ace Hardware, supplies	Sewer		30.55
Ace Hardware, spark plug	Sewer		8.99
Ace Hardware, 4 cycle fuel	Park		23.99
Ace Hardware, paint	Park		25.99
American Park and Recreation, engraving on bench	Park	pd 9-1	216.00
American Steel, supplies	PW		14.56
American Water Works Assn, membership dues	Sewer		191.00
AW Research, water testing	Sewer		198.90
Baker & Taylor, books	Library		182.33
Banyon Data, fund accounting and payroll support	Admin		1,590.00
Blakeman Pumping Service, pump and haul biosolids	Sewer		3,000.00
Blue Cross Blue Shield, health insurance	ALL		18,813.00
Breen and Person, legal fees	ALL		6,091.00
BSN Sports, monster ball cart	Park		215.00
Build All Lumber, sewer project supplies	Sewer		1,954.84
Cindy Myogeto, reimburse for lawn signs	MDT	pd 9-1	371.80
City of Crosslake, sewer utilities	PW/Gov't		90.00

Clean Team, september cleaning	PW/Gov't	1,082.50
Council #65, union dues	Gov't	385.00
Crosslake Communications, phone, fax, cable, internet	ALL	1,316.09
Crosslake Rolloff, recycling	Gov't	2,695.00
Crosslake Rolloff, sewer project trash removal	Sewer	437.80
Crow Wing County, maps	MDT	120.00
Crow Wing County Recorder, recording fees	PZ	92.00
Culligan, water and cooler rental	PW/Gov't	82.61
Dacotah Paper, janitorial supplies	Park	433.21
Deferred Comp	ALL	300.00
Delta Dental, dental insurance	ALL	1,686.25
DJV Consulting, august/september services	Admin	2,112.50
F.I.R.E., live burn training	Fire	1,500.00
F.I.R.E., emr quarterly training	Fire	400.00
Fortis, disability	ALL	592.84
Graphic Element, decals	Fire	154.75
Guardian Pest Solutions, pest control	ALL	77.60
Gull Lake Glass, steel door and frame	Sewer	2,856.94
Hawkins, chemicals	Sewer	1,462.15
Heartland Tire, tires	PW	711.72
Joe Chase, reimburse for uniform	PW	159.99
Lakes Heating and Cooling, air conditioner/heater	Police	3,000.00
League of MN Cities, membership dues	Gov't	2,453.00
Marco, copier lease	Park	223.30
Mastercard, Amazon.com, head set	PZ	246.83
Mastercard, Brainerd Tools, lights	PW	274.00
Mastercard, Crow Wing County Sheriff, alarm registration	Park	20.00
Mastercard, Indoor Shooting and Archery, practice	Police	134.80
Mastercard, Jaypro Sports, soccer net	Park	256.28
Mastercard, Mr. Tire, oil change, filter	PW	67.24
Mastercard, Office Max, ink cartridges	PW	140.76
Menards, bulbs	PW	203.83
Midwest Machinery, repellent, filter, apron-chap	PW	217.27
Mikes Electric, install switch and hook up motor for hoops	Park	933.00
Mike Tree Company, remove 6 trees	PW	3,575.00
MN Life, life insurance	ALL	433.20
MN Wastewater Operators Assn, annual conference	Sewer	275.00
Moonlite Square, fuel	Fire	57.96
Napa, supplies	PW	43.85
NCPERS-Life Insurance	ALL	96.00
Northland Press, ordinances 336-338	PZ	267.75
Premier Auto, diagnostic labor	Police	42.50
Premier Auto, oil change	Police	35.79
Premier Auto, oil change	Police	59.43
Premier Auto, oil change	PW	35.70
Quality Flow, sensor transducer, cable	Sewer	2,806.87
RDJ Specialties, fire education	Fire	467.76
Teamsters, union dues	Police	201.00
The Office Shop, markers, pens, paper	Admin	22.37
Tom Nixon, oximeters	Fire	995.00

Verizon, air card and ipad charges	ALL	pd 9-1	342.56
Verizon, cell phone charges	ALL		450.89
Viking Coca Cola, pop	Park		141.74
Waste Partners, trash removal	ALL		404.95
	TOTAL		71,355.92

ADDITIONAL BILLS FOR APPROVAL
September 12, 2016

VENDORS	DEPT	AMOUNT
Anderson Brothers, class 5	PW	1,064.96
AW Research, water testing	Sewer	198.90
Baker and Taylor, books	Library	277.27
BCA, predatory offender training	Police	25.00
Crow Wing County Recorder, recording fee	PZ	46.00
Crow Wing Power, electric utilities	ALL	7,400.00
CTC I.T., august labor	ALL	750.00
Equity Builders, lawn mowing at cemetery	PW	1,200.00
Heartland Tire, tires	PW	328.00
Johanneck Appraisals, dream island bridge	PW	3,000.00
Jon Henke, reimburse mileage	Park	41.04
Kal and Bridget Allen, music	MDT	100.00
Mastercard, Dunhams, cones	Park	21.58
Mastercard, Fleet Farm, salt block, top rail	Park	431.44
Mastercard, Holiday Station, fuel	Police	15.00
Mastercard, MPCA, training	Sewer	15.00
Mastercard, Office Max, file cabinet, office supplies	Library	389.14
Mastercard, Verizon, uniform	Police	37.54
Menards, top rail sleeve, loop cap	Park	9.51
MN Department of Labor and Industry, boiler checks	Sewer/Govt	30.00
MR Sign, address number sign	PW	25.77
Napa, creeper, filter, oil	PW	193.73
Northland Press, meeting notice of 9/23	PZ	68.00
Northland Press, business cards	PZ	43.45
Pine River Area Sanitary District, biosolids treatment	Sewer	4,250.00
Premier Auto, oil change	Police	35.79
Shipman Auto Parts, new plow mount, headlamp kit, control	PW	2,276.00
Simonson Lumber, pine	Park	15.31
TOTAL		22,288.43

RESOLUTION NO. 16-21
RESOLUTION APPROVING PRELIMINARY 2016 TAX LEVY
COLLECTIBLE IN 2017

Be it resolved by the Council of the City of Crosslake, County of Crow Wing, Minnesota, that the following sums of money be levied for the current year, collectible in 2017, upon taxable property in the City of Crosslake, for the following purposes:

General Property Tax Levy	3,005,707
EDA – Operating Levy	12,500
G.O. Refunding Bonds 2012A	343,533
G.O. Equipment Certificates 2015B	<u>154,581</u>
Total Levy	3,516,321

The Finance Director/Treasurer is hereby instructed to transmit a certified copy of this resolution to the County Auditor of Crow Wing County, Minnesota.

Adopted by the City Council on September 12, 2016.



Steve Roe
Mayor



Michael R. Lyons
City Finance Director/Treasurer