

SPECIAL COUNCIL MEETING  
CITY OF CROSSLAKE  
THURSDAY, NOVEMBER 5, 1998  
1:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Thursday, November 5, 1998 at 1:00 P.M. The following Councilmembers were present: Mayor Robert Scott, Donna Keiffer, Chuck Miller, Raymond Smyth and Richard Upton. Also present was City Administrator Thomas Swenson, Deputy Clerk Darlene, Roach, Public Works Chairman Dean Swanson and Planning and Zoning Chairman Darrell Swanson.

**1. Call To Order** - Mayor Scott called the special meeting to order at 1:00 P.M.

**2. Bills for Payment** - MOTION 11S1-01-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RICHARD UPTON TO APPROVE BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$15,660.19. MOTION CARRIED UNANIMOUSLY.

MOTION 11S1-02-98 WAS MADE BY RICHARD UPTON AND SECONDED BY DONNA KEIFFER TO APPROVE BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$12,842.25. MOTION CARRIED UNANIMOUSLY.

**3. Certification of Election Results** – Certification of Election Results showed that 1161 votes were cast at the election with 138 being new registrations. For Office of Mayor, Ray Smyth received 286 votes and Darrell E. Swanson received 820 votes. There were 13 write-in votes for Mayor. For the Office of Council Member, Christine M. Anderson received 464 votes, Dean L., Swanson received 607 votes and Donna M. Keiffer received 741 votes. There were 12 write-in votes for Office of Council Member. MOTION 11S1-03-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE THE RESULTS OF THE NOVEMBER 3, 1998 ELECTION. MOTION CARRIED UNANIMOUSLY.

**4. November 2, 1998 Memo From General Manager Kevin Larson Regarding Operations Manager** – It was requested that the services of the Operations Manager at Crosslake Communications be utilized for an additional dollar amount not to exceed \$5,000 or 11.5 days. MOTION 11S1-04-98 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO APPROVE AN ADDITIONAL AMOUNT NOT TO EXCEED \$5,000 OR 11.5 DAYS TO SECURE THE SERVICES OF THE OPERATIONS MANAGER. MOTION CARRIED UNANIMOUSLY.

**5. 10/29/98 Memo from City Administrator/Deputy Clerk regarding recommendation for establishing balances within the Capital Improvement Fund** - After careful review, the Capital Improvement Fund Balance of \$112,748.69 has been identified as follows: Public Works Signs of \$4523.23; Public Works Truck Fund of \$12,604.54; Sewer Project/Land Acquisition of \$27,000.00; Park Dedication Fees of \$18,086.57; Planning and Zoning Equipment of \$3,195.00; and Un-designated Capital

Outlay of \$47,516.14. MOTION 11S1-05-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO APPROVE THE CAPITAL IMPROVEMENT FUND BALANCES AS SUBMITTED. MOTION CARRIED UNANIMOUSLY.

**6. Breakdown of balance as of September 30, 1998 available for road improvements in General Fund** – A detailed listing of road improvement expenditures against 1996, 1997 and 1998 budgeted amounts showed a balance of \$119,938.83 remaining for road improvements. The bond proceeds for the assessable portion of the Wilderness Trail project will be added back into this balance for use in other road projects.

**7. Acceptance of donation from R. A. Heales & Associates** – The second annual R.A. Heales & Associates Charity Golf Tournament held on Saturday, September 12, 1998 generated \$3,066.65 for the purchase of a defibrillator for the Police Department. MOTION 11S1-06-98 WAS MADE BY DONNA KEIFFER AND SECONDED BY CHUCK MILLER TO ACCEPT WITH THANKS THE DONATION OF \$3,066.65 FROM R.A. HEALES & ASSOCIATES FOR THE PURCHASE OF A DEFIBRILLATOR. MOTION CARRIED UNANIMOUSLY.

**8. Approve Payment to North Memorial for 2 defibrillators** – MOTION 11S1-07-98 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO APPROVE PAYMENT IN THE AMOUNT OF \$6,080.38 TO NORTH MEMORIAL COMMUNITY FOUNDATION FOR 2 LIFEPAK 500 DEFIBRILLATORS. MOTION CARRIED UNANIMOUSLY.

**9. Update on snowmobile issue** – Chief Backdahl will meet with Sheriff Ross on Friday, November 6, 1998 to solicit his support on using the west side of Country Road #66 for North bound snowmobile traffic twenty four hours a day. If Sheriff Ross concurs, the County Board can approve a Resolution authorizing an exception to the State Statute which prohibits north bound traffic after sunset on the West side of the road.

**10. November 5, 1998 Memo from City Administrator regarding rescheduling Miller Road/Mary Lane Public Hearing** – The City Administrator requested a rescheduling of the public hearing for Miller Road and Mary Lane due to the return of two notices which were sent to property owners at wrong addresses. Address labels were obtained from the County Auditor's Office and mailed to all property owners, however, two notices were returned undeliverable. After some discussion, it was agreed that the hearing would be rescheduled to November 30<sup>th</sup>.

MOTION 11S1-08-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO RECESS THIS SPECIAL COUNCIL MEETING AT 2:10 P.M. TO COMMENCE THE PUBLIC HEARING FOR CROSS AVENUE. MOTION CARRIED UNANIMOUSLY.

The Special Council meeting was re-opened at 2:28 P.M. to discuss other business.

Due to the return of two public hearing notices as undeliverable, upon advice of the City Attorney, a decision was made by the Council to reschedule the Public Hearing for Miller Road and Mary Lane to November 30, 1998 at 7:00 P.M. MOTION 11S1-09-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO APPROVE RESOLUTION 98-50 RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT FOR MILLER ROAD AND MARY LANE. MOTION CARRIED UNANIMOUSLY.

Planning and Zoning Chairman Darrell Swanson gave an update on a meeting he attended regarding the Pine River Dam Renovation Project. Attendees at the meeting where representatives of the Corps of Engineers, Representative Kris Hasskamp and a marine biologist invited by Kris Hasskamp. The outcome of the meeting resulted in a request that a committee be appointed to walk the dikes and dam area. Darrell Swanson offered to serve as liaison of the committee as mayor elect. The Council felt the committee should be appointed by the City Council. Mayor Scott and Councilmember Upton will represent the Council and Rick Weyhrauch and Darrell Swanson will represent the public. City Administrator Thomas Swenson and Public Works Supervisor Pat Hoag will serve as staff representatives on the committee.

Public Works Chairman Dean Swanson showed the Council a variety of signs that can be utilized for E911 addressing. It was the consensus of the Council to go with a non-reflecting green engineering grade sign. Public Works was authorized to obtain quotes for review by the Council. One post and two brackets will be needed for each sign. The initial installation of signs will be purchased by the City and installed by Public Works in the Spring of 1999. City Administrator Swenson suggested that Planning and Zoning get involved and set up a fee structure to cover the cost of the address signs and any other charges at the time zoning permits are issued for new developments and currently vacant land. Councilmember Miller suggested that the developers be required to put money up front for the purchase of the signs for developments.

MOTION 11S1-10-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO ADJOURN THIS SPECIAL COUNCIL MEETING AT 3:20 P.M. MOTION CARRIED UNANIMOUSLY.

Recorded and transcribed by:



Darlene J. Roach  
Deputy Clerk/Treasurer

ADDITIONS TO BILLS FOR PAYMENT				
5-Nov-98				
VENDOR		DEPT	CHECK #	AMOUNT
Anderson Bros - Class 5		PW		\$590.82
Bait Box - gasoline		PD		\$10.90
Brd Medical - Test		PW		\$20.29
California Contractors Supplies - Pliers/tape		PW		\$95.80
Cellular One - squad cell phone		PD		\$59.70
Chemstar Research - Duo-Power, pump etc.	Final Pymt	Fire Dept		\$198.08
Chemstar Research - Release Snow & Tar inhib		PW		\$285.89
Coast to Coast - tape/battery/straps/washers etc.		PW		\$64.44
Crosslake Auto - Filter		PW		\$6.45
Crosslake Auto - oil, filter, lube		PD		\$36.01
Crosslake Construction - 200 cu yds sand		PW		\$480.00
Crosslake Rolloff - Nov recycling		Recycle		\$1,500.00
Crosslake Telephone - REA Loan Payment		Debt Svc		\$925.93
Crow Wing Coop - lights		Gov't		\$543.00
Crow Wing Coop - Lights		PW		\$29.71
Crow Wing Coop - lights		Park	Warm H	\$47.15
Crow Wing Coop - Lights		Park		\$313.84
Crow Wing Coop - Lights		PW	Warehouse	\$56.45
Crow Wing Coop - Lights		PW	Garage	\$17.48
Crow Wing County - Labels for public hearing		PW		\$14.60
Cutler Magner Company - rock salt		PW		\$997.67
Delores Anderson - Reimburse aerobics		Park		\$45.00
Don Coulter - Surveying		P&Z		\$25.00
Echo Publishing - advertising		Park		\$30.25
Echo Publishing - advertising		Park		\$19.25
Echo Publishing - legal		P&Z		\$58.22
Echo Publishing - legal		PW		\$37.98
Echo Publishing - legal		PW		\$36.99
Echo Publishing - legal		PW		\$37.98
Echo Publishing - legal		P&Z		\$33.34
Echo Publishing - legal		PW/Lk St		\$41.72
Echo Publishing - legal		PW/Jason		\$45.11
Echo Publishing - legal		PW/Lakes		\$46.97
Echo Publishing - legal		PW/Ox		\$51.89
Echo Publishing - legal		PW/Miller		\$46.64
Hengel - Concrete		Park	27501	\$761.41
Holiday - gasoline		FD		\$52.08
Holiday - gasoline		P&Z		\$21.93
Holiday - gasoline		PD		\$212.73
J. M. Holmwig - tailings for driveway		PW		\$97.50
Jenny Henderson - Halloween supplies		Park	27502	\$20.79
Joos Electric - Add outlets, chg panel		Govt		\$472.41
L&M Steel - 4 tubes for hockey rink		Park		\$77.10
Lakes Printing - newsletter printing		Adm		\$155.06
MN Dept of Econ Sec - Unemployment		PW		\$1.54
NSP - gas		Park		\$104.51

NSP - gas		PW		\$34.09
NSP - gas		Park	Warm H	\$22.77
Office Max - Office supplies		Adm		\$68.60
Office Max - Office supplies		P&Z		\$81.63
Office Max - Office supplies		Park		\$61.08
Office Shop - supplies		PW		\$4.43
Patrick Hoag - travel expenses		PW		\$68.36
People's Security - Annual lease and monitoring		Gov't		\$318.86
Pine Motors - Repairs on '94 Chev		Police		\$20.95
Ranger Fire protection - cold weather suit		Fire Dept		\$510.62
Registrar - Onsite Sewage - Workshop		P&Z		\$170.00
Rural Cellular - cell phone		PD		\$24.10
Rural Cellular - Mayor cell phone		Council		\$32.87
Thomas Swenson - Vehicle Reimb		Adm		\$300.00
Seating and Athletic Facility Ent - bleachers		Park		\$3,533.00
Simonson - lumber		Park		\$969.00
Simonson Lumber - warm house project		Park		\$136.30
Susie Munyer - Reimburse for Halloween supply		Park		\$144.55
The Office Shop - Collator		P&Z/Adm		\$53.52
TopHealth - renew subscription for employees		All/Tel Co		\$96.60
Viking Coke - pop		Park		\$13.24
Viking Coke - pop		Gov't		\$29.39
Walmart - halloween supplies		Park		\$107.44
Ziegler - flasher		PW		\$31.18
			TOTAL	\$15,660.19



**RESOLUTION 98-50**

**RESOLUTION RECEIVING REPORT  
AND  
CALLING HEARING ON IMPROVEMENT**

WHEREAS, pursuant to Resolution of the Council adopted September 14, 1998 a report has been prepared by Dave Reese of Widseth, Smith & Nolting with reference to the improvement of Miller Road beginning at Daggett Pine Road South to the South side of the intersection of Mary Lane and West on Mary Lane to the end of Mary Lane by constructing road and drainage improvements, and this report was received by the Council on October 20, 1998, and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

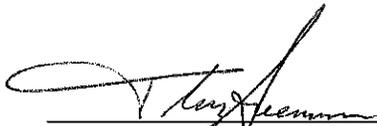
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. The Council will consider the improvement of such street in accordance with the report and assessment of abutting and benefiting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$86,000.
2. A Public Hearing shall be held on such proposed improvement on the 30<sup>th</sup> day of November, 1998 in the Council Chambers at City Hall at 7:00 p.m. and the Administrator shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the Council this 5<sup>th</sup> day of November, 1998.



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Bob Scott  
Mayor



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Thomas N. Swenson  
City Administrator