

COUNCIL PROCEEDINGS
CITY OF CROSSLAKE MINNESOTA
PUBLIC HEARING
TUESDAY, DECEMBER 8, 1992
9:00 A.M. AT CITY HALL

The Council for the City of Crosslake met in the council Chambers of City Hall on Tuesday, December 8, 1992. Present were the following Councilmembers: Mayor Kurt E. Anderson, Charles O. Miller, Dean L. Swanson and John R. Webster. Lyle M. Arends arrived at approximately 9:30 a.m. Also present were Sue Thurlow, City employees including the Utility Company General Manager and Plant Manager and approximately 14 residents.

Mayor Anderson called this meeting to order at 9:10 a.m. Mayor Anderson stated that there would be no pay increases for City employees until the pay equity is completed and at that time the employees who are underpaid will get pay increases.

MOTION NO. 12PH-01-92 WAS MADE BY D. SWANSON AND SECONDED BY C. MILLER TO HAVE CITY ATTORNEY JAMES GAMMELLO AT THE DECEMBER REGULAR COUNCIL MEETING. MOTION PASSED UNANIMOUSLY.

Sue Thurlow was present to review and make changes as requested by the Council in the job descriptions. She stated that she put the job descriptions together with information obtained from a written response and interview with each City employee.

The City Clerk's and Deputy Clerk's job descriptions were the first on the agenda and were read aloud. MOTION NO. 12PH-02-92 WAS MADE BY DEAN SWANSON AND SECONDED BY C. MILLER TO APPROVE THE CITY CLERK/TREASURER AND DEPUTY CLERK JOB DESCRIPTION AS READ AND AS AMENDED. MOTION PASSED UNANIMOUSLY.

MOTION NO. 12PH-03-92 WAS MADE BY C. MILLER AND SECONDED BY J. WEBSTER TO APPROVE THE JOB DESCRIPTION FOR THE PLANNING ADMINISTRATOR AS READ AND AMENDED. MOTION PASSED UNANIMOUSLY.

There was a brief discussion regarding including qualifications for hiring for specific jobs but it was determined that desired qualifications could be included in advertisements.

MOTION NO. 12PH-04-92 WAS MADE BY C. MILLER AND SECONDED BY L. ARENDS TO APPROVE THE JOB DESCRIPTION FOR POLICE CHIEF AS READ AND AMENDED. MOTION PASSED UNANIMOUSLY.

It was noted that there was no job description for the new Police Sergeant. MOTION NO. 12PH-05-92 WAS MADE BY D. SWANSON

AND SECONDED BY L. ARENDS TO APPROVE THE POLICE OFFICERS JOB DESCRIPTION AS READ AND AMENDED. MOTION PASSED UNANIMOUSLY.

Public Works foreman was next. Pat Hoag, employee, stated that he did not like having his job titled changed from Superintendent to Foreman. It was the consensus of the Council that because of the size of Crosslake, Foreman would be the better title. MOTION NO. 12PH-06-92 WAS MADE BY J. WEBSTER AND SECONDED BY C. MILLER TO APPROVE THE PUBLIC WORKS FOREMAN JOB DESCRIPTION AS READ AND AMENDED. MOTION PASSED UNANIMOUSLY.

MOTION NO. 12PH-06-92 WAS MADE BY J. WEBSTER AND SECONDED BY ARENDS TO APPROVE THE MAINTENANCE TECHNICIAN II JOB DESCRIPTION AS READ AND AMENDED. MOTION PASSED UNANIMOUSLY.

MOTION NO. 12PH-07-92 WAS MADE BY D. SWANSON AND SECONDED BY L. ARENDS TO APPROVE THE MAINTENANCE TECHNICIAN I JOB DESCRIPTION AS READ AND AMENDED. MOTION PASSED UNANIMOUSLY.

MOTION NO. 12PH-08-92 WAS MADE BY J. WEBSTER AND SECONDED BY C. MILLER TO APPROVE THE PARK AND RECREATION DIRECTOR JOB DESCRIPTION AS READ AND AMENDED. MOTION PASSED UNANIMOUSLY.

A copy of the approved job descriptions are attached as a permanent part of these minutes.

MOTION NO. 12PH-09-92 WAS MADE BY J. WEBSTER AND SECONDED BY C. MILLER TO HOLD COUNCIL MEETINGS ON DECEMBER 28, 1992 AND DECEMBER 30, 1992 TO DRAFT A CITY POLICY MANUAL. MOTION PASSED UNANIMOUSLY.

The next item for discussion was changing the City to a commissioner form of government rather than having commissions. It was stated that the Planning and Zoning and Utility Commissions would remain. Mayor Anderson stated that he may want to add two members to the Planning and Zoning commission. Several residents asked questions and spoke briefly. MOTION NO. 12PH-10-92 WAS MADE BY C. MILLER AND SECONDED BY L. ARENDS TO GO TO A COMMISSIONER FORM OF GOVERNMENT BY ELIMINATING ALL COMMISSIONS WITH THE EXCEPTION OF THE PLANNING AND ZONING COMMISSION AND THE UTILITY COMMISSION. MOTION PASSED UNANIMOUSLY.

MOTION NO. 12PH-11-92 WAS MADE BY C. MILLER AND SECONDED BY D. SWANSON TO ADJOURN THIS PUBLIC HEARING AT 11:55 P.M. MOTION PASSED UNANIMOUSLY.

Recorded and transcribed by:
Arlene A. Buchite, City Clerk/Treasurer

