

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, DECEMBER 9, 2013
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, December 9, 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 Lyonaïs, Police Chief Bob Hartman, City Attorney Brad Person, City Engineer Dave Reese, Northland Press Reporter Paul Boblett, and Echo Publishing Reporter Kate Perkins. There were approximately seven 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 12R1-01-13 WAS MADE BY STEVE ROE AND SECONDED BY GARY HEACOX TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.
- B. CONSENT CALENDAR** – MOTION 12R1-02-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) CITY MONTH END REVENUE REPORT DATED NOVEMBER 2013; (2.) CITY MONTH END EXPENDITURE REPORT DATED NOVEMBER 2013; (3.) NOVEMBER 2013 BUDGET TO ACTUAL ANALYSIS; (4.) PLEDGED COLLATERAL REPORT FROM MIKE LYONAI; (5.) CROSSLAKE COMMUNICATIONS – BALANCE SHEET AND INCOME STATEMENT / DETAIL OF RESERVE BALANCES DATED OCTOBER 31, 2013; (6.) CROSSLAKE COMMUNICATIONS CHECK REGISTER DATED 10/1/13-10/31/13 IN THE AMOUNT OF \$256,334.72; (7.) CROSSLAKE COMMUNICATIONS REGULAR MEETING MINUTES OF NOVEMBER 26, 2013; (8.) CROSSLAKE COMMUNICATIONS CUSTOMER COUNTS; (9.) NOVEMBER 2013 POLICE REPORT FOR CROSSLAKE; (10.) NOVEMBER 2013 POLICE REPORT FOR MISSION TOWNSHIP; (11.) NOVEMBER 2013 FIRE DEPARTMENT REPORT; (12.) NOVEMBER 2013 NORTH AMBULANCE RUN REPORT; (13.) PUBLIC WORKS MEETING MINUTES OF OCTOBER 7, 2013; (14.) OCTOBER 2013 WASTEWATER TREATMENT DISCHARGE MONITORING REPORT; (15.) EDA MEETING MINUTES OF OCTOBER 2, 2013; (16.) PLANNING AND ZONING COMMISSION MEETING MINUTES OF SEPTEMBER 27, 2013; (17.) PLANNING AND ZONING COMMISSION MEETING MINUTES OF OCTOBER 25, 2013; (18.) WASTE PARTNERS RECYCLING REPORT FOR OCTOBER 2013; (19.) CROSSLAKE PARK/LIBRARY COMMISSION MEETING MINUTES OF SEPTEMBER 25, 2013; (20.) MEMO DATED DECEMBER 6, 2013 FROM MIKE LYONAI RE: AUTHORIZATION TO EXECUTE ENGAGEMENT LETTER WITH CLIFTON LARSON ALLEN; (21.) MEMO DATED DECEMBER 9, 2013 FROM MIKE LYONAI RE: TAX INCREMENT FINANCING REIMBURSEMENT; (22.) MEMO DATED DECEMBER 5, 2013 FROM CHARLENE NELSON RE: RETROACTIVE APPROVAL OF YEAR-END FUND TRANSFERS; (23.) MEMO DATED DECEMBER 5,

2013 FROM CHARLENE NELSON RE: RETROACTIVE APPROVAL OF BILLS FOR PAYMENT; (24.) BILLS FOR APPROVAL IN THE AMOUNT OF \$58,173.60; AND (25.) ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$11,165.22. MOTION CARRIED WITH ALL AYES.

- C. CRITICAL ISSUES –** MOTION 12R1-03-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO OPEN THE PUBLIC HEARING FOR CONSIDERATION OF ROAD VACATION REQUEST FROM JOHN AND SUSAN DERUS OF WHITEFISH AVE AT 7:25 P.M. MOTION CARRIED WITH ALL AYES. City Attorney Brad Person displayed a map of the proposed road vacation and stated that the Public Works Commission was in favor of the road vacation with conditions that the radius mirror the opposite side of the street and that a utility easement be maintained for any future utilities. Mark Wessels stated that the Park/Library Commission was not in favor of the road vacation because they were unsure how the area would develop in the future. Attorney Person stated that the actual roadway of Whitefish Ave and Summit Ace would not change. The property is currently being used as part of the petitioner's yard. John Derus addressed the Council and stated that he recently purchased the property and is willing to meet the conditions of the Public Works Commission. MOTION 12R1-04-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO CLOSE THE PUBLIC HEARING AT 7:29 P.M. MOTION CARRIED WITH ALL AYES.

MOTION 12R1-05-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ADOPT RESOLUTION NO. 13-22 APPROVING THE ROAD VACATION AT THE INTERSECTION OF WHITEFISH AVE AND SUMMIT AVE WITH THE CONDITIONS THAT THE RADIUS MIRROR THE OPPOSITE SIDE OF THE ROAD AND THAT A UTILITY EASEMENT BE MAINTAINED FOR ANY FUTURE UTILITIES. MOTION CARRIED WITH ALL AYES.

D. MAYOR'S REPORT

1. MOTION 12R1-06-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ACCEPT A DONATION TO THE FIRE DEPARTMENT FROM THE CROSSLAKE-IDEAL LIONS IN THE AMOUNT OF \$7,500 TO BE USED TOWARDS THE PURCHASE OF A POLARIS SIDE-BY-SIDE RESCUE UNIT WITH TRACKS WHICH IS USED FOR SEARCH AND RESCUE IN WOODED AREAS AND FOR FIGHTING WILDFIRES. MOTION CARRIED WITH ALL AYES.
2. The Council reviewed quotes from People's Security and Birchdale Fire and Security for a security camera system for City Hall. It was unclear whether the equipment was similar in quality. More detailed information will be provided at the next meeting.
3. Mayor Schneider announced that Crow Wing Power was giving its members a one-time billing credit, due to favorable operating costs and higher than forecasted heating sales. The total credit for the City's 18 accounts will be approximately \$1,221.62.
4. Due to confusion on direction given to John Sumption regarding the ordinance revision, MOTION 12R1-07-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO AMEND MOTION 10R1-08-13 TO STATE, "TO HIRE JOHN SUMPTION AT A COST OF \$10,000 TO REVIEW AND REVISE CHAPTER 26 OF THE CITY CODE OF ORDINANCES," INCLUDING REVISIONS TO THE SEPTIC

SYSTEM ORDINANCE AND FLOODPLAIN ORDINANCE MAP. Steve Roe stated that he thought he had voted for John Sumption to create a new portion of the City's Ordinance and that he was misled at the October meeting. MOTION CARRIED 4-1 WITH STEVE ROE ABSTAINING.

5. Mark Wessels reported that John Sumption of Sumption Environmental is almost complete with the revisions to Chapter 26 – Land Use. The current ordinance has 339 pages and the revised version contains 152. The next step in the process is to begin the public comment period to receive feedback from the public and other government entities. The revised ordinance and timeline dates will be available on the home page of the Crosslake website. The Council reviewed a potential timeline for the review process. MOTION 12R1-08-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO SET OPEN HOUSE DATES FOR THE PURPOSE OF ANSWERING QUESTIONS AND TAKING COMMENTS FROM THE PUBLIC ON MONDAY, JANUARY 6, 2014 AT 6:00 P.M. AND ON MONDAY, JANUARY 13, 2014 AT 6:00 P.M. IN CITY HALL. Mark Wessels stated that more open houses could be scheduled if necessary. MOTION CARRIED WITH ALL AYES.

MOTION 12R1-09-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO AUTHORIZE STAFF TO BEGIN THE PUBLIC COMMENT PERIOD IN DECEMBER UPON RECEIVING A FINAL DRAFT REVISION OF THE ORDINANCE FROM JOHN SUMPTION AND TO ADOPT THE FOLLOWING TIMELINE: DECEMBER 16, 2013 BEGIN PUBLIC COMMENT PERIOD; JANUARY 31, 2014 CLOSE PUBLIC COMMENT PERIOD; FEBRUARY 28, 2014 P&Z COMMISSION MEETING AND PUBLIC HEARING; MARCH 10, 2014 CITY COUNCIL MEETING TO CONSIDER ADOPTION OF THE ORDINANCE REVISION, MOTION CARRIED WITH ALL AYES.

6. MOTION 12R1-10-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO AUTHORIZE STAFF TO INCLUDE IN THE PUBLIC COMMENT PERIOD THE PROPOSED ZONING MAP ALONG WITH THE REVISED VERSION OF CHAPTER 26. MOTION CARRIED WITH ALL AYES.

E. CITY ADMINISTRATOR'S REPORT

1. MOTION 12R1-11-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO ADOPT RESOLUTION NO. 13-23 APPROVING THE FINAL 2013 TAX LEVY COLLECTIBLE IN 2014 IN THE AMOUNT OF \$2,800,000. MOTION CARRIED WITH ALL AYES.

MOTION 12R1-12-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE 2014 CITY REVENUE BUDGET TOTALING \$3,879,345 AND THE 2014 EXPENDITURE BUDGET TOTALING \$5,886,157. MOTION CARRIED WITH ALL AYES.

2. MOTION 12R1-13-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ADOPT RESOLUTION NO. 13-24 RELATING TO THE CITY OF CROSSLAKE CAFETERIA PLAN. MOTION CARRIED WITH ALL AYES.
3. Dan Vogt presented the revised policy for appointing members to Commissions and stated that a change will be made to include the EDA in the title. MOTION 12R1-14-13

WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO APPROVE THE "GUIDELINES FOR ADVISORY BOARD, COMMISSION, EDA, AND COMMITTEE APPOINTMENTS AND PROCEDURES POLICY". Steve Roe emphasized the importance that applicants be interviewed by the Personnel Committee. Patty Norgaard asked that Commission Chairs be included in the interview process. MOTION CARRIED WITH ALL AYES.

4. The Council reviewed the proposed 2014 Fee Schedule for the City. Steve Roe stated that \$75 per hour for administrative fees is too high and made a motion that it be reduced to \$35 per hour. The motion died for lack of a second. MOTION 12R1-15-13 WAS MADE BY MARK WESSELS AND SECONDED BY STEVE ROE TO ADOPT THE 2014 FEE SCHEDULE WITH A CHANGE TO THE ADMINISTRATIVE FEES OF "UP TO \$50 PER HOUR IN ACCORDANCE WITH THE DATA PRACTICES ACT". MOTION CARRIED WITH ALL AYES.

F. COMMISSION REPORTS

1. PERSONNEL COMMITTEE

- a. MOTION 12R1-16-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE CLOSING OF ALL CITY FACILITIES ON TUESDAY, DECEMBER 24TH AT 12:00 P.M. INCLUDING CITY HALL, PUBLIC WORKS (EXCEPT IN CASE OF A SNOW STORM) AND CROSSLAKE COMMUNICATIONS. The Community Center will remain open from 8:00 A.M. to 4:00 P.M. Employees would be required to use a personal day, vacation day, or compensatory time. If an employee does not have any available time to use, they will have the option to take half a day off without pay or come into work with their Department Head's approval. The closing would not include the Police Department. MOTION CARRIED WITH ALL AYES.
- b. Dan Vogt reported that there is no update regarding health insurance quotes. The City received a good quote from NJPA this summer; however, it expired before the remaining quotes came in. The latest quote from NJPA came in much higher, so the City is looking into other companies that will provide the same benefit level that is in place now. The current policy with Medica renews on April 1st.
- c. Because there will be no change to the current health insurance premiums, Dan Vogt suggested that the Council increase non-union employee wages by 1.25% (excluding the Finance Director/Treasurer who has a separate agreement with the City) and leave health insurance coverage at 100% City paid. This increase is in line with union employees. Mr. Vogt also suggested that the Fire Chief's compensation be raised from \$250 per month to \$500 per month. Steve Roe argued that insurance benefits should not be taken away from the Department Heads. Mr. Vogt replied that it makes sense to treat all employees the same and that the Department Heads were in favor of the change because their salaries would be increased. As soon as health insurance quotes are received, the Council will look at another wage/benefit change for non-union employees. MOTION 12R1-17-13 WAS MADE BY GARY HEACOX AND SECONDED BY STEVE ROE TO INCREASE NON-UNION EMPLOYEES WAGES 1.25% AND INCREASE THE FIRE CHIEF'S COMPENSATION FROM \$250 PER MONTH TO \$500 PER MONTH. MOTION CARRIED WITH ALL

AYES. Mark Wessels stated that he would like the Council to consider compensating Jon Henke more than the other non-union employees because his current wage is less than the state average and because Mr. Henke does such a great job. Steve Roe agreed.

- d. MOTION 12R1-18-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE FOLLOWING WAGE INCREASES FOR CROSSLAKE COMMUNICATIONS NON-UNION EMPLOYEES: ACCOUNTANT 1.5%; NETWORK ENGINEER 3.0%; OFFICE MANAGER 1.5%; OPERATIONS MANAGER 1.5%; GENERAL MANAGER 0.5%. MOTION CARRIED WITH ALL AYES.
- e. MOTION 12R1-19-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE APPOINTMENTS OF THE FOLLOWING FIRE DEPARTMENT OFFICERS: CHIP LOHMILLER – FIRE CHIEF; DON KOSŁOSKI – ASSISTANT CHIEF; NEIL LUZAR, BRIAN SCHEUSS, COREY LEDIN, SCOTT JOHNSON – CAPTAINS. MOTION CARRIED WITH ALL AYES.

2. PARK AND RECREATION/LIBRARY

- a. Included in the Council packet was the 2014 Kitchigami Service Contract for the Library. Library staff has issues with some of the wording in the contract and has suggested that the City forward its written concerns with the contract to KRLS before January 2nd. The proposed amendments will then be reviewed by the KRLS Board in January. If necessary the Board will establish a negotiating committee at that time. MOTION 12R1-20-13 WAS MADE BY STEVE ROE AND SECONDED BY GARY HEACOX TO DIRECT STAFF TO SEND RECOMMENDED CHANGES TO THE 2014 KRLS SERVICE AGREEMENT BEFORE JANUARY 2ND AND REQUEST KRLS AMEND THE AGREEMENT AT ITS MEETING IN JANUARY. ITEMS TO BE ADDRESSED ARE 4.7 AND 5.5. MOTION CARRIED WITH ALL AYES. Jon Henke gave the Council an update on aerobics, senior meals, fitness room/Silver Sneakers, November attendance, AAA classes, and pickleball. MOTION 12R1-21-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO RULE THE FOLLOWING EQUIPMENT AS SURPLUS AND APPROVE THE SALE OF THE EQUIPMENT TO THE HIGHEST BIDDER: 1997 QUINTON CLUBTRACK TREADMILL, 2004 STAIRMASTER TREADMILL, 2008 NAUTILUS TREADMILL, 2007 MAGNUM TREADMILL, 2000 STAIRMASTER TREADMILL, 3-2007 MAGNUM ELLIPTICALS, 2-SCHWINN AIRDYNE BIKES, 2-FLAT BENCHES, 1-WEIGHT TREE, AND 1-CURL BENCH. MOTION CARRIED WITH ALL AYES. Jon Henke reported that the surplus fitness equipment has been advertised in the City's official newspaper. An advertisement and pictures of the equipment have been listed on Craigslist. Each piece of equipment has been marked with a minimum bid. Bids will be opened Monday, December 16th at 3:00 P.M. MOTION 12R1-22-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ACCEPT THE FOLLOWING DONATIONS FROM THE CROSSLAKE PARK AND LIBRARY FOUNDATION: \$5,143.65 FOR THE TENNIS COURT PROJECT AND \$964.93 FOR TWO PARK BENCHES. MOTION CARRIED WITH ALL AYES.

3. **CROSSLAKE COMMUNICATIONS**

- a. Paul Hoge gave a brief update on Crosslake Communications activities: new equipment for the Weather Channel would be arriving soon, Bloomberg TV will go dark on December 14th, NBCSports will be added to the channel lineup on December 19th, the new central office switch was installed November 19th and the cut went without incident; and the remaining payphones in the City are being removed. Mr. Hoge presented the Crosslake Communications Proposed 2014 Budget to the Council. The budget includes raising rates for cable and internet services. MOTION 12R1-23-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO INCREASE THE CABLE TV RATES 5%. MOTION CARRIED WITH ALL AYES.

MOTION 12R1-24-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO INCREASE THE SPEED OF THE HIGH SPEED INTERNET TO 5 MEG AND INCREASE THE HIGH SPEED INTERNET RATES \$5.00. MOTION CARRIED WITH ALL AYES.

MOTION 12R1-25-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY DARRELL SCHNEIDER TO APPROVE THE CROSSLAKE COMMUNICATIONS 2014 BUDGET. MOTION CARRIED WITH ALL AYES.

G. CITY ATTORNEY REPORT – None.

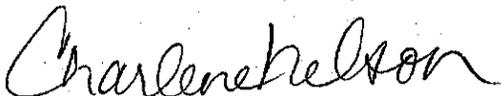
H. OLD BUSINESS – None.

- I. NEW BUSINESS** – Mark Wessels proposed that the Council delete Chapter 12, Article III, Divisions 2 and 3 of the City Code related to license requirements for landscape contractors and excavators. The City of Crosslake is the only city in the area that has this requirement and it deters contractors from working within the City. Steve Roe argued that the requirement for a license was necessary because landscapers and excavators were not obtaining permits and did not know what the ordinance allowed. MOTION 12R1-26-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO DELETE DIVISION 2 ENTITLED, “LICENSES” AND DIVISION 3 ENTITLED, “VIOLATIONS AND ENFORCEMENT” IN THEIR ENTIRETY OF CHAPTER 12, ARTICLE III OF THE CROSSLAKE CITY CODE PERTAINING TO LANDSCAPE CONTRACTORS AND EXCAVATORS. Gary Heacox stated that the ordinance was difficult to enforce because work took place on weekends. John Moengen suggested that the City educate contractors and property owners rather than charge them extra fees. Mayor Schneider stated that the licensing process did not seem to change the problem. MOTION CARRIED 4-1 WITH STEVE ROE OPPOSED.

- J. PUBLIC FORUM** – Patty Norgaard announced that the Crosslake-Ideal Lions offered to match donations up to \$5,000 for a “Light Up the Dam” community project. Volunteers are needed to help put up the lights. Interested donors and volunteers should contact the Chamber.

K. ADJOURN -- MOTION 12R1-27-13 WAS MADE BY MARK WESSELS AND
SECONDED BY JOHN MOENGEN TO ADJOURN THE MEETING AT 10:00 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/12-9-13

CROSSLAKE COMMUNICATIONS

Accounts Payable

Check Register

10/01/2013 To 10/31/2013

| Check / Tran | Date | Vendor Name | Reference | Amount |
|-----------------|------------|--------------------------------|--------------------------------------------|-----------|
| 1133 | 10/11/2013 | INTERNAL REVENUE SERVICE | FED, FICA MEDICARE | 6,756.58 |
| 1134 | 10/11/2013 | PERA | PERA EE & ER | 3,708.75 |
| 1135 | 10/11/2013 | MINNESOTA DEPT OF REVENUE | MN WITHHOLDING | 1,160.78 |
| 1136 | 10/11/2013 | ING-DEFERRED COMP | DEFERRED COMP EE & ER | 2,236.92 |
| 1137 | 10/01/2013 | FRANSEN BANK AND TRUST | SEPTEMBER VISA CHARGES | 964.84 |
| 1138 | 10/01/2013 | CITY OF CROSSLAKE (SEWER) | SEPTEMBER SEWER | 37.00 |
| 1139 | 10/31/2013 | INTERNAL REVENUE SERVICE | OCTOBER EXCISE TAX | 1,382.60 |
| 1152 | 10/25/2013 | INTERNAL REVENUE SERVICE | FED, FICA, MEDICARE | 7,651.82 |
| 1153 | 10/25/2013 | PERA | PERA EE & ER | 3,732.27 |
| 1154 | 10/25/2013 | MINNESOTA DEPT OF REVENUE | MN WITHHOLDING | 1,336.39 |
| 1155 | 10/25/2013 | ING-DEFERRED COMP | DEFERRED COMP | 2,236.92 |
| 1156 | 10/28/2013 | CROW WING POWER | ELECTRIC SERVICE | 4,924.33 |
| 1157 | 10/31/2013 | MINNESOTA DEPT OF REVENUE | OCTOBER SALES & USE TAX | 12,790.00 |
| 29188 | 10/10/2013 | PAUL BUNYAN COMMUNICATIONS | OCTOBER CHANNEL TRANSPORT | 800.00 |
| 29189 | 10/10/2013 | NORTH PINE RIVER TIRE | TIRES FOR BACKHOE | 679.80 |
| 29190 | 10/10/2013 | BRAINERD DAILY DISPATCH | HOMECOMING & CL DAYS AD | 125.00 |
| 29191 | 10/10/2013 | EMILY COOPERATIVE TELEPHONE | AUGUST INTERNET USAGE 94 MBPS | 3,290.00 |
| 29192 | 10/10/2013 | HOUSTON FORD | TIRES & OIL CHANGE - BILLS TRUCK | 1,007.45 |
| 29193 | 10/10/2013 | CROSSLAKE ROLLOFF | DIRECTORY RECYCLE SEPT/OCT | 110.00 |
| 29194 | 10/10/2013 | GOPHER STATE ONB CALL | LOCATES | 137.75 |
| 29195 | 10/10/2013 | ONVOY VOICE SERVICES | 6264 PROGRAM | 11,297.08 |
| 29196 | 10/10/2013 | POWER & TELEPHONE SUPPLY | 18 EA 10" CHARLES PEDS | 4,429.02 |
| 29197 | 10/10/2013 | UNITED PARCEL SERVICE | WKLY SERVICE & MISC SHIPPING | 150.23 |
| 29198 | 10/10/2013 | CROSSLAKE COMMUNICATIONS | PHONE SERVICE | 1,074.51 |
| 29199 | 10/10/2013 | CITY OF CROSSLAKE | OPR. TRANSFER, WORK COMP ADJUSTMENT | 22,032.25 |
| 29200 | 10/10/2013 | CITY LITES INC | LOCATES | 746.05 |
| 29201 | 10/10/2013 | THE OFFICE SHOP INC. | INK CARTRIDGE, STENO PADS, POST-ITS, PAPER | 306.38 |
| 29202 | 10/10/2013 | XCEL ENERGY | AUG/SEPT NATURAL GAS | 53.44 |
| 29203 | 10/10/2013 | NORTHWOOD TURF & POWER | REPAIR BACKHOE | 964.37 |
| 29204 | 10/10/2013 | MINNESOTA 9-1-1 PROGRAM | 911, TAP, TAM | 1,523.32 |
| 29205 | 10/10/2013 | HILLYARD / HUTCHINSON | WATERLESS HAND CLEANER | 115.82 |
| 29206 | 10/10/2013 | NATIONAL CABLE TELEVISION COOP | 16 EA DCX3510 | 4,428.07 |
| 29207 | 10/10/2013 | CENTRAL TRANSPORT GROUP LLC | 4 EA DS1'S | 2,332.32 |
| 29208 | 10/10/2013 | ASSURANT EMPLOYEE BENEFITS | OCTOBER LONG TERM DISABILITY | 463.24 |
| 29209 | 10/10/2013 | PINNACLE | FINAL 2012 TRUE-UP | 1,463.14 |
| 29210 | 10/10/2013 | ROVI GUIDES | AFFILIATE PAYMENT | 324.38 |
| 29211 | 10/10/2013 | SHOWTIME NETWORKS INC | AFFILIATE PAYMENT | 291.16 |
| 29212 | 10/10/2013 | FOX SPORTS NET NORTH | AFFILIATE PAYMENT | 9,419.85 |
| 29213 | 10/10/2013 | TOWER DISTRIBUTION COMPANY | AFFILIATE PAYMENT | 385.70 |
| 29214 | 10/10/2013 | TV GUIDE NETWORK | AFFILIATE PAYMENT | 565.69 |
| 29215 | 10/10/2013 | CROW WING COUNTY HIGHWAY DEPT. | UNLEADED & DIESEL FUEL-AUGUST | 927.91 |
| 29216 | 10/10/2013 | 7SIGMA SYSTEMS INC | SEPT CONSULTING & TRAINING | 2,450.00 |
| 29217 | 10/10/2013 | CORNERSTONE PUBL GROUP INC. | OCTOBER NEWSLETTER | 1,830.27 |
| 29218 | 10/10/2013 | CROSSLAKE ACE | HARDWARE, TOOLS, BATTERIES | 274.40 |
| 29219 | 10/10/2013 | NATIONAL CABLE TEL COOP INC | AFFILIATE PAYMENT | 42,985.04 |
| 29220 | 10/10/2013 | CINNAMON MUELLER | FORM 396-C ASSISTANCE | 787.50 |
| 29221 | 10/10/2013 | WASTE PARTNERS INC. | SEPTEMBER TRASH REMOVAL | 76.62 |
| 29222 | 10/10/2013 | DISCOVERY COMMUNICATIONS INC. | AFFILIATE PAYMENT | 199.95 |
| 29223 | 10/10/2013 | WEATHER CENTRAL, LP | OCTOBER DATA FEED | 214.50 |
| 29224 | 10/10/2013 | NORTHLAND PRESS | CROSSLAKE DAYS AD | 145.60 |
| 29225 | 10/10/2013 | NORTH COUNTRY PLUMBING & HEAT | REPAIR LEAKING TOILET | 45.00 |
| 29226 | 10/10/2013 | CHARTER COMMUNICATIONS | OCTOBER INTERNET FEED | 1,500.00 |
| 29227 | 10/10/2013 | AVNET INTEGRATED, INC. | REPAIR TRUNK AMP | 198.58 |
| 29228 | 10/10/2013 | 4M FUND P.B.O. 35373-101 | TO FUND DEBT SERVICE RESERVE | 37,825.83 |
| 29229 | 10/10/2013 | ONLINE INFORMATION SERVICES | 11 EXCHANGE REPORTS | 59.70 |
| 29230 | 10/10/2013 | HUB TELEVISION NETWORKS, LLC | AFFILIATE PAYMENT | 36.35 |
| 29231 | 10/10/2013 | MAILFINANCE | POSTAGE METER LEASE 10/27-1/14/14 | 233.84 |
| 29232 | 10/10/2013 | BIG 10 | AFFILIATE PAYMENT | 2,101.25 |
| 29233 | 10/10/2013 | TIME COMMUNICATIONS | SEPT/OCT ANSWERING SERVICE | 387.35 |
| 29234 | 10/10/2013 | VERIZON WIRELESS | CELL PHONES | 250.92 |
| 29235 | 10/10/2013 | NISC | SEPT LIC FEES & TRAINING | 2,369.71 |

| | | | | |
|-------|------------|----------------------------------|-------------------------------------------|-----------------------------|
| 29236 | 10/10/2013 | FOX TELEVISION STATIONS, INC. | AFFILIATE PAYMENT | 2 of 2 2,858.97 |
| 29237 | 10/10/2013 | CBS TELEVISION STATIONS | AFFILIATE PAYMENT | 1,638.90 |
| 29238 | 10/10/2013 | METRO SALES, INC. | COPIER OVERAGE 6/23 TO 9/23 | 143.64 |
| 29239 | 10/10/2013 | RBD ROCK RADIO WWWI | LOCAL SPORTS AD | 120.00 |
| 29240 | 10/10/2013 | JAMES C SCHMIDT | CREDIT REFUND | 107.39 |
| 29241 | 10/10/2013 | KENNETH H STOCKE | CREDIT REFUND | 163.96 |
| 29242 | 10/10/2013 | JOSEPH BYRNE | CREDIT REFUND | 15.44 |
| 29243 | 10/10/2013 | LESLEY BOOZELL | CREDIT REFUND | 215.24 |
| 29244 | 10/10/2013 | SPRINT-ACCESS VERIFICATION | REFUND CREDIT BALANCE | 414.47 |
| 29245 | 10/10/2013 | METRO SALES, INC. | COPIER MAINT 9/23 TO 10/23 | 163.52 |
| 29246 | 10/25/2013 | IBEW LOCAL UNION 949 | UNION DUES | 401.57 |
| 29247 | 10/25/2013 | BRAINERD DAILY DISPATCH | 1 YR SUBSCRIPTION THRU 11/11/14 | 199.88 |
| 29248 | 10/25/2013 | EMILY COOPERATIVE TELEPHONE | SEPTEMBER INTERNET USAGE - 83 MBPS | 3,155.00 |
| 29249 | 10/25/2013 | LARRY EVENSON | CAFE PLAN REIMBURSEMENT-BAL 0 | 53.75 |
| 29250 | 10/25/2013 | CROW WING POWER | 2013 POLE USE FEE | 7.12 |
| 29251 | 10/25/2013 | OLSEN THIELEN CO LTD | 3RD QTR NECA REPORTING & LINE COUNT DATA | 730.00 |
| 29252 | 10/25/2013 | CITY OF CROSSLAKE | LARSON ALLEN CHGS INCURRED BY DAN VOGT | 300.00 |
| 29253 | 10/25/2013 | THE OFFICE SHOP INC. | COPY PAPER & TAPE | 216.07 |
| 29254 | 10/25/2013 | XCEL ENERGY | METER CHARGES - SUNRISE & 16 | 54.63 |
| 29255 | 10/25/2013 | DELTA DENTAL PLAN OF MINNESOTA | NOVEMBER DENTAL PREMIUM | 940.55 |
| 29256 | 10/25/2013 | SOLIX | B&C STATEMENT | 7.93 |
| 29257 | 10/25/2013 | AMERIPRIDE LINEN & APPAREL | RUG & TOWEL SERVICE | 103.40 |
| 29258 | 10/25/2013 | LYDIA SASSE | CAFE PLAN REIMBURSE - BALANCE 239.05 | 40.00 |
| 29259 | 10/25/2013 | NEUSTAR INC. | SOW & LNP CHARGES | 141.17 |
| 29260 | 10/25/2013 | MINNESOTA LIFE INSURANCE CO | NOVEMBER LIFE PREMIUM | 197.90 |
| 29261 | 10/25/2013 | VANTAGE POINT | SEPTEMBER TTP SERVICE | 335.00 |
| 29262 | 10/25/2013 | CYNTHIA PERKINS | CAFE PLAN REIMBURSEMENT-BAL 374.24 | 12.00 |
| 29263 | 10/25/2013 | KARE GANNETT CO., INC | AFFILIATE PAYMENT | 1,475.01 |
| 29264 | 10/25/2013 | GE CAPITAL | COPIER LEASE 44 OF 60 | 362.03 |
| 29265 | 10/25/2013 | TIGER DIRECT | WIRELESS ROUTERS, MEMORY & PORT DRIVES | 5,439.74 |
| 29266 | 10/25/2013 | CHERI E. AYD | OCTOBER OFFICE CLEANING | 689.34 |
| 29267 | 10/25/2013 | COOPERATIVE NETWORK SERV LLC | CHANNEL TRANSPORT & CPT SATELLITE INSTALL | 3,500.00 |
| 29268 | 10/25/2013 | NTCA GROUP HEALTH PLAN | NOVEMBER HEALTH & LIFE PREMIUM | 14,230.53 |
| 29269 | 10/25/2013 | NISC | OCTOBER BILLING | 4,564.62 |
| 29270 | 10/25/2013 | METRO SALES, INC. | MONTHLY MAINT. 10/23-11/23 | 163.52 |
| 29271 | 10/25/2013 | CITY OF CROSSLAKE | 4TH QUARTER 2014 SAFETY PROGRAM | 792.00 |
| 29272 | 10/25/2013 | AQUARIUS WATER CONDITIONING INC. | OCTOBER WATER SOFTENER RENTAL | 44.89 |
| | | | Total for General Account | <u>\$ 256,334.72</u> |

BILLS FOR APPROVAL
December 9, 2013

| VENDORS | DEPT | | AMOUNT |
|-----------------------------------------------------------------|----------|----------|----------|
| Ace Hardware, batteries | Police | | 37.16 |
| Ace Hardware, bulb | PW | pd 11-19 | 7.90 |
| Ace Hardware, lead test set, heat tube, inhibitor | PW | pd 11-19 | 120.26 |
| Ace Hardware, deadbolt | PW | | 36.33 |
| Ace Hardware, de-ice roof kit, bulbs, anti-freeze | PW | | 193.09 |
| Ace Hardware, deadbolt, bit router, dremel | PW | | 46.98 |
| Ace Hardware, fuel stabilizer | PW | | 8.54 |
| Ace Hardware, hardware | P&R | | 17.17 |
| Ace Hardware, caulk | P&R | | 6.40 |
| Ace Hardware, hinges, bulb | PW | | 44.33 |
| Ace Hardware, staples | P&R | | 4.05 |
| Ace Hardware, toggle switch, box, connector | P&R | | 10.31 |
| Ace Hardware, connector | P&R | | 0.63 |
| Ace Hardware, de-ice cable kit, timer, ladder | PW | | 299.21 |
| Ace Hardware, plug | PW | | 22.41 |
| Ace Hardware, crimper, tape, connector | PW | | 22.72 |
| Ace Hardware, tire repair kit, string | PW | | 15.80 |
| Ace Hardware, screwdrivers, thermostat | PW | | 36.85 |
| Ace Hardware, anti-freeze | PW | | 21.32 |
| Ace Hardware, hooks | P&R | | 10.67 |
| Ace Hardware, key caddy, hooks | P&R | | 14.41 |
| Ace Hardware, pvc, duct tape | P&R | | 8.64 |
| Ace Hardware, sandpaper | PW | | 17.50 |
| Ace Hardware, distilled water | P&R | | 2.13 |
| Ace Hardware, flux water soluable | Police | | 5.87 |
| Ace Hardware, brace | Police | | 7.24 |
| AW Research, water testing | Sewer | | 358.20 |
| Brainerd Overhead Door, door repair | PW | | 90.00 |
| City of Crosslake, sewer utilities | PW/Gov't | | 74.00 |
| Council #65, union dues | ALL | | 500.00 |
| Crosslake Communications, phone, fax, internet, cable, computer | ALL | | 3,542.38 |
| Crow Wing County Recorder, recording fees | P&Z | | 736.00 |
| Dacotah Paper, janitorial supplies | Gov't | | 152.55 |
| Dacotah Paper, janitorial supplies | P&R | | 256.31 |
| Deferred Comp | ALL | | 226.92 |
| Delta Dental, dental insurance | ALL | | 1,533.25 |
| Dezurik, parts | PW | | 1,301.74 |
| DJV Consulting, professional services | Admin | | 2,505.00 |
| Donna Keiffer, aerobics and silver sneakers | P&R | | 506.00 |
| Emergency Response Solutions, scba flow testing | Fire | | 1,756.08 |
| Emergency Response Solutions, enhanced icm kit | Fire | | 318.97 |
| Fortis, disability | ALL | | 539.60 |
| Grand Forks Fire Equipment, battery | Fire | | 37.70 |
| Guardian Pest Solutions, pest control | ALL | | 82.94 |
| Holiday, fuel | Fire | | 12.56 |

| | | | |
|---------------------------------------------------|--------------|----------|-----------|
| Keepers, uniform | Police | | 176.01 |
| Marco Inc, copier lease | ALL | pd 11-25 | 443.13 |
| Marsden, office cleaning | PW | | 654.08 |
| Mastercard, Amazon.com, tactical light, batteries | Police | pd 11-25 | 298.78 |
| Mastercard, Amazon.com, audio converter | P&R | | 63.90 |
| Mastercard, Best Buy, tv, mount | P&R | | 288.81 |
| Mastercard, Home Depot, downrod | Library | | 42.86 |
| Mastercard, Menards, latitude out | Library | | 234.08 |
| Medica, health insurance | ALL | | 28,100.86 |
| Mike Amsden, reimburse for uniform expense | PW | pd 11-25 | 69.94 |
| Mike Lyonais, reimburse for ink cartridge | Admin | | 75.15 |
| Mills, alignment, rear axle | P&R | | 270.84 |
| MN Dept of Agriculture, tree registry | PW | | 25.00 |
| MN Life, life insurance | ALL | | 377.00 |
| MN State Fire Chiefs Assn, fire officers school | Fire | | 700.00 |
| Moonlite Square, fuel | Fire | | 43.16 |
| Napa Auto Parts, bulb | Police | | 16.44 |
| Napa Auto Parts, coolant pressure test, lamp | Police | | 74.62 |
| NCPERS-Life Insurance | ALL | | 128.00 |
| Northland Press, envelopes, letterhead | Gov't | | 130.27 |
| PERA | ALL | | N/A |
| Premier Auto, window replacement | Police | | 340.00 |
| Premier Auto, oil change, mount and balance tires | Police | | 88.50 |
| Premier Auto, oil change | Police | | 40.26 |
| Simonson Lumber, trim | Gov't | | 12.89 |
| Simonson Lumber, cedar | PW | | 12.89 |
| Simonson Lumber, plywood | Police | | 48.43 |
| State and Federal Taxes | ALL | | N/A |
| Tactical Solutions, radar certifications | Police | | 203.00 |
| Team laboratory, mr. slick | PW | | 117.30 |
| Teamsters Local Union #346, union dues | Police | | 187.00 |
| The Light Depot, bulb recycling | ALL | | 298.55 |
| Uniforms Unlimited, uniform | Police | | 28.03 |
| Valley Pools and Spas, chemicals | Sewer | | 245.53 |
| Verizon, air card and ipad charges | Police/P&Z | | 165.11 |
| Visual Pro, computer for new squad | Police | | 4,925.76 |
| Waste Partners, trash removal | ALL | | 217.52 |
| WSN, engineering fees | ALL | | 2,345.90 |
| Xcel Energy, gas utilities | ALL | | 1,135.88 |
| | | | |
| | TOTAL | | 58,173.60 |

ADDITIONAL BILLS FOR APPROVAL
December 9, 2013

| VENDORS | DEPT | AMOUNT |
|------------------------------------------------------------|-----------|------------------|
| Ace Hardware, toggle switch | PW | 22.42 |
| Ace Hardware, fire extinguisher, strap | Fire | 69.83 |
| Ace Hardware, bulbs | Gov't | 32.02 |
| Ace Hardware, ballast | Gov't | 76.92 |
| Ace Hardware, circuit, tape, wire connectors | Gov't | 27.74 |
| Ace Hardware, bulbs | Gov't | 149.41 |
| Ace Hardware, bulbs | Gov't | 41.65 |
| Ace Hardware, fuse, shovel, screwdriver | P&R | 27.76 |
| Ace Hardware, propane, hooks, torch kit | PW | 50.17 |
| Ace Hardware, straps | P&R | 11.00 |
| AW Research, water testing | Sewer | 113.40 |
| Batteries Plus, batteries | PW | 21.41 |
| Breen & Person, legal fees | ALL | 2,380.00 |
| Business Forms & Accounting, w2's, 1099's | Admin | 125.05 |
| Clean Team, december cleaning | Gov't | 756.14 |
| Crosslake Communications, reimburse for drug testing | Gov't | 69.51 |
| Crosslake Rolloff, recycling | Gov't | 2,695.00 |
| Crosslake Sheetmetal, service call, pipe | PW | 243.60 |
| Culligan, water and cooler rental | PW/Govt | 43.25 |
| Darrell Schneider, reimburse mileage | Council | 92.09 |
| Emergency Response Solutions, helmet | Fire | 294.83 |
| Holiday, power steering fluid | P&R | 6.18 |
| Holiday, diesel gas | Fire | 55.61 |
| Jon Henke, reimburse uniform expense | P&R | 300.00 |
| Mastercard, Apark.com, park benches | P&R | 902.86 |
| Mastercard, Fleet Farm, filters, shovel, work lamps, strap | PW | 290.62 |
| MN DNR, registration renewal | P&R/PW | 80.00 |
| MR Sign, street name signs | PW | 105.39 |
| Napa, halogen capsule | Police | 11.10 |
| Napa, beam blade | Police | 25.63 |
| North Country Plumbing and Heating, repairs | Gov't | 211.12 |
| Northland Press, meeting notice of 12/16 | P&Z | 58.10 |
| People's Security, annual monitoring | P&R | 269.20 |
| Road Equipment Parts, mirrors | PW | 64.10 |
| Simonson Lumber, foam insulation | P&R | 47.22 |
| The Office Shop, ink cartridges, tape, laser toner | Admin | 273.56 |
| The Office Shop, nameplates | P&Z | 28.96 |
| Ultimate Safety Concepts, oxygen sensor, gas monitor | Fire | 308.52 |
| Verizon, cell phone charges | PW/Police | 332.97 |
| Ziegler, bolts/nuts | PW | 67.33 |
| Ziegler, bolts/nuts | PW | 31.42 |
| Ziegler, edge | PW | 352.13 |
| TOTAL | | 11,165.22 |

RESOLUTION NO. 13-22
CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

RESOLUTION VACATING PROPERTY

WHEREAS, due and proper published and posted and mailed notice of public hearing has been given by the City as required by law; and

WHEREAS, after a public hearing held on this date, the City Council finds that it is in the public interest to vacate the property as hereinafter described.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City of Crosslake, Minnesota, as follows:

That certain property described as follows is hereby vacated:

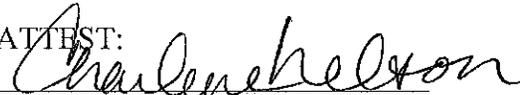
That part of Summit Ave. and Whitefish Ave. as dedicated in MANHATTAN BEACH A REPLAT OF TWIN BEACH, according to the recorded plat thereof, Crow Wing County, Minnesota, described as follows: Commencing at an iron monument at the point of curvature on the southerly line of Lot 4, Block 20 of said MANHATTAN BEACH A REPLAT OF TWIN BEACH; thence South 59 degrees 05 minutes 34 seconds West, assumed bearing, along the southerly line of said Block 20 a distance of 427.32 feet to an iron monument at the point of curvature on the southerly line of Lot 15 of said Block 20 and the point of beginning; thence continue South 59 degrees 05 minutes 34 seconds West, 18.34; thence westerly along a tangential curve concave to the north, radius 241.50 feet, central angle 26 degrees 10 minutes 49 seconds, 110.35 feet to a point of compound curvature; thence along a 40.90 foot radius curve, central angle 97 degrees 12 minutes 25 seconds, 69.39 feet to the southerly extension of the west line of said Block 20; thence North 02 degrees 28 minutes 48 seconds East, along a line tangent to said curve and along said southerly extension a distance of 93.30 feet to an iron monument at the northwest corner of said Lot 15, Block 20; thence Southeasterly along the southwesterly line of said Lot 15, Block 20 a distance of 227.3 feet more or less to the point of beginning.

The City, however, shall reserve an easement over the entire area now vacated for utility purposes only.

Dated at Crosslake, Minnesota, this 9th day of December, 2013.

CITY OF CROSSLAKE, MINNESOTA

By 
Darrell Schneider, Mayor

ATTEST:

Charlene Nelson, City Clerk

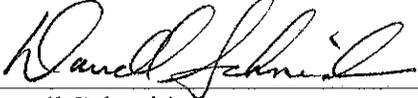
RESOLUTION NO. 13- 23
RESOLUTION APPROVING FINAL 2013 TAX LEVY
COLLECTIBLE IN 2014

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 2014, upon taxable property in the City of Crosslake, for the following purposes:

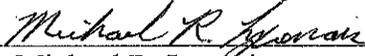
| | |
|---------------------------|----------------|
| General Property Tax Levy | 2,188,747 |
| EDA – Operating Levy | 23,000 |
| 2006 Series B | 135,746 |
| 2012 Series A | <u>452,507</u> |
| Total Levy | 2,800,000 |

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 December 9, 2013.



Darrell Schneider
Mayor



Michael R. Lyonais
City Finance Director/Treasurer

CITY OF CROSSLAKE

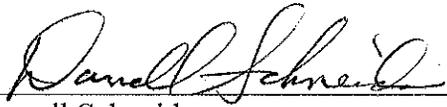
RESOLUTION NO. 13-24

RESOLUTION RELATING TO THE CITY OF CROSSLAKE CAFETERIA PLAN

BE IT RESOLVED, that the form of amended Cafeteria Plan including a Health Flexible Spending Account and Dependent Care Flexible Spending Account effective January 1, 2014, presented to this meeting is hereby approved and adopted and that an authorized representative of the Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Plan.

The undersigned further certifies that attached hereto as Exhibits A and B, respectively, are true copies of the City of Crosslake Cafeteria Plan as amended and restated, and the Summary Plan Description approved and adopted in the foregoing resolutions.

Adopted this 9th day of December 2013 by a 5/5 majority of the Council.



Darrell Schneider
Mayor



Charlene Nelson
City Clerk

**CITY OF CROSSLAKE
FEE SCHEDULE
EFFECTIVE JANUARY 1, 2014**

ADMINISTRATION – FEE SCHEDULE

| ITEM DESCRIPTION | FEE |
|---------------------------------------------|----------------------------------------------|
| <u>CEMETERY</u> | |
| • Cemetery Plot for Resident/Property Owner | \$250 |
| • Cemetery Plot for Non-Resident | \$500 |
| • Staking Fee | \$50 |
| • Full Opening in Summer | \$400 |
| • Full Opening in Winter | \$500 |
| • Cremation Opening in Summer | \$150 |
| • Cremation Opening in Winter | \$200 |
| • Holidays/Weekends | \$100 |
| <u>FIRE</u> | |
| • Controlled House Burn | \$1600 |
| <u>POLICE</u> | |
| • False Alarm Fee (after third response) | \$50 |
| <u>LIQUOR LICENSES</u> | |
| • Club On Sale | \$300 |
| • Off Sale 3.2 Beer | \$25 |
| • Off Sale Intoxicating Liquor | \$100 |
| • On Sale 3.2 Beer | \$75 |
| • On Sale Intoxicating Liquor | \$1500 |
| • Set Up and Display | \$50 |
| • Sunday On Sale | \$200 |
| • Background Investigation (in state) | \$500 |
| • Background Investigation (out of state) | \$10,000 Max |
| <u>MISCELLANEOUS</u> | |
| • Assessment Searches | \$5 Per PID |
| • City Maps | \$10 |
| • DVD Copies | \$10 |
| • Duplicate License | \$10 |
| • Election Filing Fee | \$2 |
| • Fax | \$1 First Page/\$0.25 Each Addt'l Page |
| • Photo Copies Black/White | \$0.25 First Page \$0.10 Each Addt'l Page |
| • Photo Copies Color | \$1.00 Each Page |

- Returned Check Fee \$10 + Actual Costs Incurred
- Water \$1.80/per 1,000 Gallons
- Special Council Meeting Request \$250

MUNICIPAL SEWER CHARGES

- Residential Usage Charge \$37/Per Month
- Commercial Usage Charge \$37/Per 8,000 Gallons/Per month
- Penalty Charge 10% of Unpaid Balance
- Residential Connection Fee \$4,000
- Commercial Connection Fee \$6,500

PERMITS

- Adult Establishment \$2,500
- Background Investigation (in state) \$500
- Background Investigation (out of state) \$10,000 Max
- Single Transient Merchant Permit – Single Event \$50
- Single Transient Merchant Permit – Annual \$100
- Group Transient Merchant Permit – Annual \$50
- Express Service - Process in Less Than 14 Days \$20
- Pawn Broker \$150/Calendar Year
- Landscape Contractor/Excavator \$100/Calendar Year

PUBLIC WORKS

- Crack Sealing \$0.85/Per Foot
- Mowing \$75/Per Hour
- Petition to Vacate Road/Alley/Public Way \$300
- Salt/Sand \$25/Per Yard
- Snowplowing \$100/Per Hour
- Street Sweeping \$100/Per Hour
- Waste Hauler Determined on a Case by Case Basis

PARK AND RECREATION – FEE SCHEDULE

- Deposits: \$50 for meeting rooms. \$100 for gymnasium.
- Flat Fee of \$11 for use of the kitchen.
- All groups utilizing the Community Center before or after regular hours will be charged \$20 an hour in addition to the regular costs of room or gym rental. Regular hours are Monday – Thursday 8-8; Friday 8-5; Saturday 10-4; and Sunday 1-5.
- Civic Clubs and Community Clubs meeting room use that exceeds 6 hours a day will be charged an additional \$11.
- Set Up/Take Down Fee: This service will only be available if staffing permits. The minimum charge for set up of equipment will be \$5. Up to 6 banquet tables will be set up for this fee. A

fee of \$3 per table will be charged for set up and take down of tables over the amount of six. The \$5 minimum fee for set up/take down does apply for card tables. Up to 25 chairs will be set up for free. Additional cost of chair set up/take down is \$1 per chair. Groups can avoid the set up/take down fees by setting up equipment themselves.

TYPE OF ACTIVITY

FEE

MEETING ROOM RENTALS

There is a flat rate of \$11/per hour for meeting room #3. Meeting rooms #1 and #2 can be rented together for a discount of \$5/per hour.

- | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| • City Activities | No Cost |
| • Youth Clubs | No Cost |
| • School District Youth Sports/Charter School | No Cost - Up to 2 Events Per Week/2 Hours Per Event |
| • County, State, Federal | \$11/Hour |
| • Community Education | \$1.50/Per Person |
| • Civic Clubs | \$11/Up to 6 Hours |
| (Lions and Legion have one free event (2 day maximum) per year. After hour fees are charged if event takes place after or before regular hours) | |
| • Community Clubs | \$11/Up to 6 Hours |
| • Lake Associations | \$11/Per Hour |
| • Private Groups and Other Businesses | \$16/Per Hour |

GYM RENTALS

- | | |
|----------------------------------------------|-----------------------------------------------------------|
| • City Activities | No Cost |
| • Youth Clubs | \$11/Per Hour |
| • County, State, Federal | \$16/Hour |
| • School District Youth Sport/Charter School | No Cost – Up to 2 Events Per Week/2 Hours Per Event |
| • Charter School After School Sports Club | \$100/8 Week Session |
| • Civic Clubs | \$11/Per Hour |
| • Community Clubs | \$11/Per Hour |
| • Lake Associations | \$16/Per Hour |
| • Private Groups and Other Businesses | \$26/Per Hour |

MISCELLANEOUS RENTALS

- | | |
|------------------------------------------------------------------------------------------------------------|--------------|
| • Disc Golf Set – 2 Hours | \$5 |
| • GPS – 4 Hours | \$5 |
| • GPS – All Day (8 Hours Max) | \$10 |
| • Piano Rental (Includes Delivery) | \$200/2 Days |
| • Picnic Shelter | \$27 |
| (Two \$50 deposits are required. Beer and wine permits are available with City approval at a cost of \$27) | |
| • Tennis Racket | \$3 |

- Pickleball \$10/Hour Equip & Court

MISCELLANEOUS SALES

- Aerobic Band (6') \$6
- Disc Golf Disc (1 Disc) \$13
- Disc Golf Discs (Set of 3) \$32
- Tennis Balls \$4/Can
- Trail Maps \$1/Per Two- Sided Copy
- Shower \$3

ACTIVITY FEES

- T-Ball – Per Season \$35
- Mustang Baseball – Per Season \$35
- Colt Baseball and Up – Per Season \$45
- Aerobics – Daily \$4
- Aerobics Membership – 12 sessions \$36
- SilverSneakers Class Punch Card \$28/8 Classes
- SilverSneakers Class Day Pass \$4
- Basketball \$35
- Soccer for Grades K-3 – Per Season \$30
- Soccer for Grades 4-6 – Per Season \$40
- Soccer for Grades 7-12 – Per Season \$50
- Tennis for Seniors – Per Season \$22
- Tennis Lessons – Per Week \$20
- Tennis Lessons – 3 Weeks \$50
- Volleyball – Daily \$4
- Volleyball – 10 Weeks \$17
- Weight Room – Daily \$6
- Weight Room – Monthly \$35
- Weight Room – Quarterly \$90
- Weight Room – Semi Annual \$160
- Weight Room – Nine Month \$225
- Weight Room – Annual \$260
- Personal Trainer \$30 / Hour
- Youth Sports Late Fee: Extra \$10 after deadline; if space is available

LIBRARY

- Library Cards \$5 – Adult
\$1 – Student
\$5 – Replacement
- Photo Copies \$0.25 First Page/
\$0.10 Each Add'l Page
\$1.00/Color Page
- Material Fines Cost of Replacement
- Administrative Fee – fine for notice sent out \$5
- Summer Reading Program \$5
- Storage Disc \$2

PLANNING AND ZONING – FEE SCHEDULE

Subd. 8. Fees. The Council shall adopt the following schedule of fees for all permits and other services. No permit shall be issued or request brought before the Board of Adjustment or Planning and Zoning Commission until the fees are paid. Applications received after work has progressed shall require the payment of an additional fee as adopted in the schedule of fees to cover the additional costs of investigation. This fee shall be required whether the permit is issued or not.

| TYPE OF PERMIT | PERMIT FEE |
|-----------------------------------------------------------------------------------------------------------------|------------|
| <u>RESIDENTIAL NEW CONSTRUCTION (not including accessory structure or addition)</u> | |
| • Up to 1,000 sq. ft. ground cover | \$250 |
| • 1,001-2,000 sq. ft. ground cover | \$500 |
| • 2,001-3,000 sq. ft. ground cover | \$750 |
| • 3,001-4,000 sq. ft. ground cover | \$1,000 |
| • Each additional 1,000 sq. ft. ground cover | \$250 |
| <u>RESIDENTIAL ACCESSORY STRUCTURE OR ADDITION</u> | |
| • Up to 100 sq. ft. ground cover | \$25 |
| • 101-200 sq. ft. ground cover | \$100 |
| • 201-400 sq. ft. ground cover | \$125 |
| • 401-600 sq. ft. ground cover | \$175 |
| • 601-1,000 sq. ft. ground cover | \$250 |
| • 1,001-2,000 sq. ft. ground cover | \$300 |
| • 2,001 sq. ft. and greater ground cover | \$500 |
| <u>COMMERCIAL NEW CONSTRUCTION (including plan review/not including accessory structure or addition)</u> | |
| • Up to 1,000 sq. ft. ground cover | \$400 |
| • 1,001-2,000 sq. ft. ground cover | \$500 |
| • 2,001-5,000 sq. ft. ground cover | \$750 |
| • 5,001-10,000 sq. ft. ground cover | \$1,000 |
| • 10,001 sq. ft. and greater ground cover | \$1,250 |
| • Storage Building (no city sewer/per building) | \$400 |
| <u>COMMERCIAL ACCESSORY STRUCTURE OR ADDITION (including plan review)</u> | |
| • Up to 100 sq. ft. ground cover | \$50 |
| • 101-400 sq. ft. ground cover | \$100 |
| • 401-1,000 sq. ft. ground cover | \$300 |
| • 1,001-2,000 sq. ft. ground cover | \$400 |
| • 2,001-5,000 sq. ft. ground cover | \$500 |
| • 5,001-10,000 sq. ft. ground cover | \$750 |

| | |
|-------------------------------------------------------------|------------------------------------------------------|
| • 10,001 sq. ft. and greater ground cover | \$1,000 |
| • Multi-Storage Building (no city sewer/per building) | \$400 |
| <u>DEMOLISH/REMOVE BUILDING</u> | \$50 |
| <u>TEMPORARY STRUCTURES</u> | \$50 |
| <u>SEPTIC: Upgrade/New System</u> | |
| • Residential | \$150 |
| • Commercial | |
| * Small Flow System (< 1,000 gal/day) | \$250 |
| * Large Flow System (> 1,000 gal/day) | \$325 |
| <u>LAND ALTERATIONS</u> | |
| • As allowed under zoning ordinance | \$75 & site plan |
| * Rip Rap or Sand Blanket | \$30 & site plan |
| * Vegetation Removal, w/approved Forest/Harvest Plan | \$25 & Forest Mgmt. Plan & Harvest Plan |
| * Retaining wall, stairs, lifts, etc. | \$50 |
| <u>SUBDIVISIONS</u> | |
| Metes and Bounds | \$100 + \$75 per lot |
| Preliminary Residential Plat | \$500 + \$100 per lot |
| Final Residential Plat | \$500 + \$25 per lot |
| Preliminary Commercial Plat | \$750 + \$150 per lot |
| Final Commercial Plat | \$750 + \$50 per lot |
| <u>FENCE</u> | \$75 |
| <u>DRIVEWAY</u> | \$75 & site plan (+ cost of culvert if necessary) |
| <u>AFTER-THE-FACT</u> | 3x's application fee |
| <u>ON-SITE SIGN</u> | |
| • Residential/Home Occupation | \$25 |
| • Commercial | |
| * Permanent | \$50 |
| * Temporary (Up to 60 days) | No fee |
| • E-911 Sign/Address Fee | \$100 |
| • E-911 Sign/Address Replacement Fee | \$55 |
| <u>CONDITIONAL USE PERMIT (including amendments)</u> | |
| • Residential | \$500 |
| • Commercial | \$500 |

VARIANCE

- Residential \$500
- Commercial \$500

ZONING ORDINANCE AMENDMENT

\$350 + Printing Costs

ZONING MAP AMENDMENT

\$500

APPEAL TO P&Z COMMISSION OR CITY COUNCIL

\$500

APPLICANT'S REQUEST FOR SPECIAL MEETING

\$250

PARK DEDICATION FEES

\$1500 per new lot

ZONING INFORMATION

- Maps
 - * Road \$10
 - * Zoning (11" by 17") \$5

ADMINISTRATION FEE

\$50 / hour

ACCESSIBILITY PLAN REVIEW

\$40 / hour (1 hr. minimum)

NOTE: Direct costs incurred for Engineering, Legal and other consulting services necessary for application review must be paid by the applicant.

CERTIFICATION OF UNPAID CHARGES - Nothing in this section shall be held or construed as in any way stopping or interfering with the City's right to certify as unpaid service charges or assessments against any premises affected, any past due and/or delinquent fees, including interest and late fees. Each and every unpaid fee is hereby made a lien upon the lot, land, or premises served, and such charges that are past due and/or delinquent on October 15th of each year shall be certified to the Crow Wing County Auditor. The charges shall be collected and the collection thereof enforced in the same manner as county and state taxes, subject to like penalties, costs and interest charges. Upon certification to the County Auditor, any past due and/or delinquent fees shall be due and payable to the office of the County Auditor.