

REGULAR COUNCIL MEETING  
AND  
LEVY ADOPTION HEARING  
CITY OF CROSSLAKE  
MONDAY, DECEMBER 14, 1998  
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, December 14, 1998. The following Councilmembers were present: Mayor Robert Scott, Donna Keiffer, Raymond Smyth and Richard Upton. Absent was Chuck Miller due to a family illness. Also present was City Administrator Thomas Swenson, City Attorney Paul Sandelin, City Engineers Dave Reese and Mark Hallan, Mayor Elect Darrell Swanson, Councilmember Elect Dean Swanson, Deputy Clerk Darlene Roach and approximately 15 individuals in the audience.

**A. CALL TO ORDER** – Mayor Scott called the meeting to order at 7:03 P.M. MOTION 12R-01-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO BEGIN THE LEVY ADOPTION HEARING. MOTION CARRIED ON AN AYE VOTE OF ALL COUNCILMEMBERS PRESENT. City Administrator Thomas Swenson presented the proposed 1999 collectable net tax levy totaling \$925,044. MOTION 12R-02-98 WAS MADE BY RICHARD UPTON AND SECONDED BY RAY SMYTH TO ADOPT THE NET TAX LEVY OF \$925,044 FOR 1999. MOTION CARRIED ON AN AYE VOTE OF ALL COUNCIL MEMBERS PRESENT. It was noted that the preliminary tax levy was approved by the City Council on September 15, 1998. City Administrator presented the proposed 1999 budget which included revenues in the amount of \$1,508,865 and expenditures in the amount of \$1,508,865. MOTION 12R-03-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO ADOPT THE PROPOSED 1999 REVENUE AND EXPENSE BUDGETS IN THE AMOUNTS OF \$1,508,865. MOTION CARRIED ON AN AYE VOTE OF ALL COUNCIL MEMBERS PRESENT. MOTION 12R-04-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO ADJOURN THE TAX HEARING AT 7:06 P.M. MOTION CARRIED WITH ALL AYE VOTES.

**B. CRITICAL ISSUES** – Nothing

**C. CONSENT CALENDAR** – MOTION 12R-05-98 WAS MADE BY DONNA EIFFER AND SECONDED BY RAY SMYTH TO APPROVE ALL ITEMS ON THE CONSENT CALENDAR CONSISTING OF: (1) MINUTES OF OCTOBER 20, 1998 SPECIAL COUNCIL MEETING; (2) MINUTES OF NOVEMBER 5, 1998 SPECIAL COUNCIL MEETING; (3) MINUTES OF NOVEMBER 5, 1998 PUBLIC HEARING – CROSS AVENUE; (4) MINUTES OF NOVEMBER 5, 1998 PUBLIC HEARING – LAKESHORE DRIVE AND PARK DRIVE; (5) MINUTES OF NOVEMBER 5, 1998 PUBLIC HEARING – STALEY LANE AND JASON LANE; (6) MINUTES OF NOVEMBER 5, 1998 PUBLIC HEARING – OX LAKE ROAD; (7) MINUTES OF NOVEMBER 9, 1998 REGULAR COUNCIL MEETING; (8) MINUTES OF NOVEMBER 30, 1998 SPECIAL COUNCIL

MEETING: (9) MINUTES OF NOVEMBER 30, 1998 PUBLIC HEARING – MILLER ROAD AND MARY LANE; (10) MINUTES OF NOVEMBER 30, 1998 PUBLIC HEARING – SLEEPY VALLEY ROAD; (11) MINUTES OF NOVEMBER 30, 1998 PUBLIC HEARING – RED PINE ROAD; (12) MINUTES OF NOVEMBER 30, 1998 PUBLIC HEARING – VELVET LANE; (13) MINUTES OF DECEMBER 3, 1998 PUBLIC HEARING – SHAMROCK ROAD; (14) MINUTES OF DECEMBER 3, 1998 PUBLIC HEARING – SUGAR LOAF ROAD; (15) MINUTES OF DECEMBER 7, 1998 TRUTH IN TAXATION HEARING; (16) TELEPHONE COMPANY FINANCIAL REPORT – OCTOBER, 1998; (17) CABLE COMPANY FINANCIAL REPORT – OCTOBER, 1998; (18) CITY MONTH END EXPENDITURE REPORT – OCTOBER, 1998; (19) CITY MONTH END REVENUE REPORT – OCTOBER, 1998. MOTION CARRIED WITH ALL AYE VOTES.

**D. MAYOR'S REPORT** – Mayor Scott commented on what the City has accomplished during his term in office. He stated that no one person could take credit but things were accomplished through the efforts of many. He went through the various personnel changes that occurred from the time he took office through the hiring of City Administrator Thomas Swenson. He stated that through Tom's hard work, the continuation of changes in the makeup of the City Council will bring consistency to the City. He stated that while the road referendum failed, roads are now being considered for improvement with Wilderness Trail having recently been completed. Property was obtained by the City with the purchase of the Stanley and Srock property and with the purchase of property from the Catholic Church for the downtown road. The master plan for the downtown area was approved and a new hardware store built without the use of tax increment financing. Acoustical material and carpeting was installed in the gymnasium at the Community Center and a new ballfield built and picnic shelter erected. A new public address system was installed in the Community Center. A lodging tax was approved, defibrillators purchased by donated funds for the squad cars and many hours of hard work performed by commission members and volunteers. A newly remodeled telephone company building is being constructed along with the installation of miles of underground fiber optic cable. The cooperation between the City and the Chamber of Commerce provided for a fully funded 4<sup>th</sup> of July fireworks with an excess of \$31,000 for next years event. E911 will soon be a reality in the City with correspondence regarding addresses being mailed within the next two weeks. New street signs will be installed next year which will reflect the new addresses. Four civil defense sirens were installed to provide better notification of storm warnings.

Mayor Scott inquired as to the attendance of several people in the audience who had previously attended the public hearings on roads. He stated that decisions on improvements to Kimberly Road, Sleepy Valley Road and Tamarack would be reviewed by the Public Works Commission on December 21<sup>st</sup> for recommendation to the City Council at the January meeting. Mrs. Lucky Wright addressed the Council

and stated that she was concerned over the Hold Harmless Indemnification Form which the Parks and Recreation Department is now utilizing. Parks and Recreation Director Susie Munyer stated that she will be meeting with each of the individual groups using the Community Center to review the form with them.

**E. CITY ADMINISTRATOR REPORT –**

1. Bills for Payment - MOTION 12R-06-98 WAS MADE BY RICHARD UPTON AND SECONDED BY DONNA KEIFFER TO APPROVE ALL BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$67,353.72. MOTION CARRIED WITH ALL AYE VOTES.
2. 12/08/98 Memo from City Administrator regarding Legal/Engineering Interview Committee – The City received five proposals for engineering services and two proposals for legal services. The City Administrator requested approval of the Council for an interview committee to interview all seven firms and to bring a recommendation to the City Council at the January meeting. MOTION 12R-07-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO APPOINT A COMMITTEE CONSISTING OF THE CITY ADMINISTRATOR THOMAS SWENSON, PLANNING AND ZONING ADMINISTRATOR TERI HASTINGS, PLANNING AND ZONING CHAIRMAN DARRELL SWANSON AND PUBLIC WORKS CHAIRMAN DEAN SWANSON. MOTION CARRIED WITH ALL AYE VOTES.
3. 12/10/98 Memo from City Administrator regarding recommendations for year end fund transfers – A memo detailing the transfer of a total of \$27,000 from the General Fund to the Fire Department and Public Works Department Capital Improvement Fund was recommended by the City Administrator. MOTION 12R-08-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE THE FUND ACCOUNT TRANSFERS REFERENCED IN THE DECEMBER 11, 1998 MEMO FROM CITY ADMINISTRATOR SWENSON. MOTION CARRIED WITH ALL AYE VOTES.
4. 12/08/98 Memo from City Administrator regarding Tax Increment Financing Reimbursement – A reimbursement of 90% of the incremental tax revenues received by the three districts for second half tax payments was requested. MOTION 12R-09-98 WAS MADE BY RICHARD UPTON AND SECONDED BY RAY SMYTH TO REIMBURSE A TOTAL OF \$31,178.78 IN TAX INCREMENT TO THE THREE DISTRICTS AS NOTED IN THE DECEMBER 8, 1998 MEMO FROM CITY ADMINISTRATOR SWENSON. MOTION CARRIED WITH ALL AYE VOTES.
5. 12/01/98 Letter from Jim and Jeanne Winiecki regarding Chatham Mobile Home Park Storm Shelter – A letter from the owners of Chatham Park and a letter from the City Attorney regarding the proposed storm shelter was discussed by the Council. Attorney Sandelin stated that when a storm shelter is built, Minnesota Statute requires certain criteria over and above those in place for evacuation plans. According to City Attorney Sandelin, plans for a shelter must be prepared by a registered architect or engineer licensed in Minnesota; there must be at least two exits, there must be a

minimum of four square feet per person and a ceiling height of not less than 7 feet over 60 percent of the floor area; at least one of the exists must be handicapped accessible and underground electric services must be provided. MOTION 12R-10-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO TABLE THE STORM SHELTER ISSUE PENDING REVIEW OF THE NECESSARY REQUIREMENTS. MOTION CARRIED WITH ALL AYE VOTES.

6. Joint Powers Agreement with Ideal Township regarding Tax Administrator Services for Collection of Lodging Tax – Attorney Sandelin has reviewed both the Ideal Township Ordinance and Crosslake Ordinance and recommended, that due to a change in the organization collecting the tax proceeds, another Joint Powers Agreement be signed by Ideal Township which reflects a change to the Whitefish Area Promotion Bureau. MOTION 12R-11-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO APPROVE THE JOINT POWERS AGREEMENT WHICH AMENDS THE PREVIOUS AGREEMENT TO INCLUDE WHITEFISH AREA PROMOTION BUREAU INSTEAD OF WHITEFISH AREA LODGING ASSOCIATION. MOTION CARRIED WITH ALL AYES.
7. 11/19/98 Letter from City Attorney regarding Crosslake Lodging Tax Ordinance was included for Council information only.
8. 11/30/98 Letter from MPCA regarding 1999 Intended Use Plan was included for Council information only.
9. 12/02/98 Letter from MN Trade and Economic Development regarding Project Financing for USDA Rural Development Wastewater Projects on 1999 IUP was included for Council information only.
10. 12/05/98 Letter from Ad Hoc Committee to Charles Crist regarding Pine River Dam Rehabilitation Project Field Site Inspection was included for Council information only.
11. 11/17/98 Letter from League of MN Cities regarding Workers' Compensation was included for Council information only.
12. 11/18/98 Letter from League of MN Cities regarding coverage for risks related to Year 2000 problems was included for Council information only.
13. 11/19/98 Letter from League of MN Cities regarding Property and Liability Coverage changes was included for Council information only.
14. 11/24/98 Letter from League of MN Cities regarding Property and Casualty Rates and Dividends was included for Council information only.
15. 11/18/98 Letter from MN Department of Employee Relations regarding notification of Compliance was included for Council information only.
16. 11/24/98 Letter from Lakes State Bank regarding Pledge Information was included for Council information only.
17. 11/05/98 Minutes of the Crosslake Area Chamber of Commerce was included for Council information only.

18. November 16, 1998 Crosslake Area Chamber of Commerce Newsletter was included for Council information only.
19. 11/30/98 Letter from Northern National Bank regarding Pledge Update Information was included for Council information only.
20. 12/10/98 Letter from City Attorney regarding the snowmobile trail was included for Council information only. Attorney Sandelin commented that his opinion is that the County has the authority to approve the proposed use of the County Road despite the objection of the County Engineer. Attorney Sandelin has written a letter to the Assistant County Attorney. It was suggested that the City contact their local commissioner and also advise members of the snowmobile club to be in attendance when the issue is heard by the County Board. Mayor Elect Darrell Swanson suggested that the City Administrator and the Chief of Police also attend the meeting. Councilmember Smyth asked whether the Corps of Engineers has approved using their property for a portion of the trail. City Administrator stated that conversations have taken place, however, nothing has been received in writing from the Corps.

Councilmember Smyth commended Councilmember Upton on the letter he wrote on behalf of the Ad Hoc Committee regarding the Pine River Dam Rehabilitation.

**F. COMMISSION REPORTS –**

**1. PLANNING AND ZONING –**

- a. November 1998 Permit Summary showed a November year-to-date valuation of \$13,205,505.
- b. Minutes of December 1, 1998 Downtown Master Plan Public Hearing
- c. Sale of Tax Forfeit Land – A request has been made to the Crow Wing County Land Office for sale of tax forfeit land in Section 29, just west of CSAH #3. It was the recommendation of Zoning Administrator Teri Hastings to approve the Resolution allowing the sale. MOTION 12R-12-98 WAS MADE BY DONNA KEIFFER AND SECONDED BY RICHARD UPTON TO APPROVE RESOLUTION 98-63 PROVIDING FOR THE SALE OF TAX FORFEIT LAND (RE 120291101CA0009) MOTION CARRIED WITH ALL AYES.
- d. Rezone 98-03A, Randy Peterson – The Planning and Zoning Commission recommended approval of the rezoning request since it is not in conflict with the Comprehensive Plan and the proposed zoning map for the City. MOTION 12R-13-98 WAS MADE BY RICHARD UPTON AND SECONDED BY RAY SMYTH TO APPROVE THE REZONING (98-03A) FROM RESIDENTIAL (R1) TO COMMERCIAL FOR RANDY PETERSON. MOTION CARRIED WITH ALL AYES.
- e. Rezone 98-03B, Randy Peterson – The Planning and Zoning Commission recommended approval of the rezoning request since it is not in conflict with the Comprehensive Plan and the proposed zoning map for the City.

MOTION 12R-14-98 WAS MADE BY RICHARD UPTON AND SECONDED BY DONNA KEIFFER TO APPROVE THE SECOND REZONING (98-03B) REQUEST FOR RANDY PETERSON. MOTION CARRIED WITH ALL AYES.

f. Revised Preliminary Plat and Revised CIC Plat, Pine View – The Preliminary Plat for Pine View Development was approved by the City Council in early Spring. A change was requested by the Developer to change the Preliminary Plat to allow the construction of detached garages in Outlot B. The City Attorney has reviewed the association documents and found them to be consistent with common interest property, however, the landowners should be put on notice that there are some restrictions on home occupations and rental of units. The Planning and Zoning Commission recommended approval of the revised Preliminary Plat. MOTION 12R-15-98 WAS MADE BY RICHARD UPTON AND SECONDED BY RAY SMYTH TO APPROVE THE REVISED PRELIMINARY PLANS FOR PINE VIEW DEVELOPMENT WITH THE STIPULATIONS REFERENCED BY THE CITY ATTORNEY. MOTION CARRIED WITH ALL AYES.

2. **LONG RANGE CAPITAL PLANNING** – Mayor Scott reported that the Commission is reviewing bike paths, lots in Gendreau Addition and off lake recreation.

3. **PARKS AND RECREATION** –

a. Parks and Recreation Director Susie Munyer requested approval on the Community Center Priority Order of Building Usage and Fees recently approved by the Parks and Recreation Commission. MOTION 12R-16-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE THE PRIORITY ORDER OF BUILDING USAGE AND FEES APPROVED BY THE PARKS AND RECREATION COMMISSION. MOTION CARRIED WITH ALL AYES.

b. Alternate Member for Commission – The Parks and Recreation Commission recommended Chip Lohmiller as an alternate for the Commission. MOTION 12R-17-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPOINT CHIP LOHMILLER AS AN ALTERNATE MEMBER OF THE PARKS AND RECREATION COMMISSION. MOTION CARRIED WITH ALL AYES.

c. Acceptance of donation from Lioness Club – The Parks and Recreation Department recommends accepting the donation of benches to be utilized in the Park system. MOTION 12R-18-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO ACCEPT THE DONATION OF BENCHES FROM THE LIONESSE CLUB WITH A LETTER OF THANKS. MOTION CARRIED WITH ALL AYES.

d. Aerobics Instruction Contracts – Donna Keiffer has agreed to contract for two sessions of morning aerobics and two sessions of evening aerobics from January 4<sup>th</sup> through April 7<sup>th</sup>. MOTION 12R-19-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO APPROVE RESOLUTION 98-64, RESOLUTION 98-65, RESOLUTION 98-66 AND RESOLUTION 98-67.

MOTION CARRIED WITH SCOTT, SMYTH AND UPTON VOTING AYE AND  
KEIFFER ABSTAINING.

4. **PUBLIC WORKS –**

- a. Minutes of November 16, 1998 Commission Meeting
- b. 12/01/98 Letter from City Administrator to Margaret Nolan regarding improvements to Mary Lane was included for Council information only.
- c. 12/06/98 Letter from Ted and Ellen Stutsman regarding improvements to O'Brien Lake Road and Tamarack Road was included for Council information only.
- d. 12/14/98 Letter from Kathleen Peterson and Mary and Don Ciardelli regarding improvements to Red Pine Road was included for Council information only.
- e. 12/04/98 Letter from Arnold Berg regarding improvements to O'Brien Lake Road and Tamarack Road was included for Council information only.
- f. Official Road Name Index – Adoption of an ordinance listing the official road names within the City along with guidelines for requesting a road name change was reviewed by the Council. In order to change the name of a road, a petition with seventy five percent of the property owners is required in addition to an Ordinance change. MOTION 12R-20-98 WAS MADE BY RICHARD UPTON AND SECONDED BY DONNA KEIFFER TO ADOPT ORDINANCE NO. 102 APPROVING THE ROAD INDEX AND PROCEDURE FOR THE RENAMING OF STREETS WITHIN THE CITY. MOTION CARRIED WITH ALL AYE VOTES.
- g. Resolution regarding Miller Road and Mary Lane – MOTION 12R-21-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO APPROVE RESOLUTION 98-68 ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR MILLER ROAD AND MARY LANE. MOTION CARRIED WITH ALL AYES.
- h. Resolution regarding Sugar Loaf Road – MOTION 12R-22-98 WAS MADE BY RICHARD UPTON AND SECONDED BY RAY SMYTH TO APPROVE RESOLUTION 98-69 ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR SUGAR LOAF ROAD. MOTION CARRIED WITH ALL AYES.
- i. It was agreed by the City Council that Red Pine Road will be reviewed at a later date.
- j. Resolution regarding Shamrock Road – MOTION 12R-23-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO APPROVE RESOLUTION 98-71 ORDERING IMPROVEMENT AND PREPARATION OF PLANS FOR SHAMROCK ROAD. MOTION CARRIED WITH ALL AYES.
- k. 12/10/98 Proposal from WSN regarding Engineering Design Services/ Construction Staking and Observation for Miller Road/Mary Lane, Sugar Loaf Road, Red Pine Road and Shamrock Road. MOTION 12R-24-98 WAS MADE BY RICHARD UPTON AND SECONDED BY RAY SMYTH ORDERING ENGINEERING SERVICES FOR MILLER ROAD/MARY LANE AT A COST

NOT TO EXCEED \$10,000 FOR ENGINEERING DESIGN AND \$5000 FOR CONSTRUCTION STAKING AND OBSERVATION; SHAMROCK ROAD AT A COST NOT TO EXCEED \$4500 FOR ENGINEERING DESIGN AND \$2500 FOR CONSTRUCTION STAKING AND OBSERVATION; AND SUGAR LOAF ROAD AT A COST NOT TO EXCEED \$3500 FOR ENGINEERING DESIGN AND \$2500 FOR CONSTRUCTION STAKING AND OBSERVATION. MOTION CARRIED WITH ALL AYES.

5. **UTILITIES**

a. Minutes of November 24, 1998 Regular Commission Meeting

b. November Highlights – General Manager Kevin Larson reported that the stonework on the Telephone Company building will be finished soon. The employees began working out of the new facility on December 14<sup>th</sup>. The switch upgrade has been completed and the testing phase of the new features is underway. Excellent progress is being made in switching customers over onto the new outside plant facilities. General Manager Larson and two other staff members recently attended a Y2K seminar sponsored jointly by MTA and AMTU. Work will continue on this project. The Company has the opportunity to investigate the proposed sale of GTE property within the State of Minnesota and approval was requested to participate in the “due diligence” process at a cost not to exceed \$7500. MOTION 12R-25-98 WAS MADE BY RICHARD UPTON AND SECONDED BY DONNA KEIFFER TO APPROVE PARTICIPATION IN THE DUE DILLIGENCE PROCESS NOT TO EXCEED \$7500. MOTION CARRIED WITH ALL AYES. A new franchise agreement is being worked on with the assistance of Brian Grogan of Moss and Barnett. This document has been forwarded to the City Attorney and City Administrator for review. The original franchise agreement was signed in 1984. MOTION 12R-26-98 WAS MADE BY DONNA KEIFFER AND SECONDED BY RAY SMYTH TO APPROVE ORDINANCE NO. 103 GRANTING A FRANCHISE TO CROSSLAKE COMMUNICATIONS. MOTION CARRIED WITH ALL AYES. The budget process for 1999 for both the Telephone Company and Cable Company is underway. Crosslake long distance customer count now exceeds 38% with 968 subscribers. Internet subscribers as of December 1<sup>st</sup> total 214 with 48 on vacation disconnect. Voice Mail service now has 146 subscribers. Councilmember Upton inquired as to an open house for the new facility and Kevin Larson stated that a Business After Hours will be held soon with an actual open house planned for May.

6. **PUBLIC SAFETY –**

a. The Police Department reported 142 calls in Crosslake and 22 in Mission Township in November.

b. North Ambulance responded to 32 callouts in October and 13 in November.

c. A letter from Minnesota Department of Public Safety informed the Crosslake Police Department that their agency has been selected to receive two Heartstream Automated External Defibrillators. MOTION 12R-27-98 WAS MADE BY DONNA KEIFFER AND SECONDED BY RICHARD UPTON TO APPROVE RESOLUTION 98-72 AUTHORIZING ACCEPTANCE OF THE AUTOMATED EXTERNAL DEFIBRILLATORS. MOTION CARRIED WITH ALL AYES.

**7. PERSONNEL –**

a. 12/10/98 Memo from City Administrator regarding vacation carryover and probation status of Public Works Employees – While the Personnel Policy does not permit carryover in excess of 10 days for vacation, upon Council approval exceptions can be made. MOTION 12R-28-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE THE CARRYOVER OF VACATION FOR FIVE INDIVIDUALS AS OUTLINED IN THE 12/10/98 MEMO. MOTION CARRIED WITH ALL AYES.

b. MOTION 12R-29-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO APPROVE THE REMOVAL OF MICHAEL AMSDEN FROM PROBATION AND BE PLACED ON FULL TIME STATUS. MOTION CARRIED WITH ALL AYES.

c. MOTION 12R-30-98 WAS MADE BY RAY SMYTH AND SECONDED BY DONNA KEIFFER TO EXTEND THE PROBATIONARY STATUS FOR CHARLES LARSON AN ADDITIONAL SIX MONTHS. MOTION CARRIED WITH ALL AYES.

**8. LIBRARY COMMITTEE –**

a. Minutes of November 16, 1998 Meeting

b. Councilmember Smyth reported that George Riches has reviewed the potential of building additions to City Hall and the Community Center along with another site. The Committee is trying to identify precise characteristics of a library to relay to George Riches in order to assess the pros and cons of the locations. The Committee is completing an application for a \$5000 grant which will be submitted in January. It was recommended that Ray Smyth be appointed to the Library Committee as a member once his term on the Council expires. MOTION 12R-31-98 WAS MADE BY DONNA KEIFFER AND SECONDED BY RICHARD UPTON TO APPOINT RAY SMYTH TO THE LIBRARY COMMITTEE EFFECTIVE JANUARY 1, 1999. MOTION CARRIED WITH FOUR AYES.

**9. RECYCLING –** A total of 139.67 tons of recyclables has been collected year-to-date.

**10. ECONOMIC DEVELOPMENT AUTHORITY –** Councilmember Smyth suggested that a meeting be scheduled to discuss how to handle the funds from LAMDA. A new council member needs to be appointed by the new Mayor to replace Councilmember Smyth.

11. **OLD BUSINESS** – Nothing
12. **NEW BUSINESS** – Nothing
13. **PUBLIC FORUM** – Mayor Elect Darrell Swanson thanked the Mayor and Councilmember Smyth for their dedicated service to the Community.

Councilmember Keiffer wished everyone a Merry Christmas and a Happy New Year. Councilmember Upton expressed the same in Japanese.

MOTION 12R-32-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO ADJOURN THIS REGULAR COUNCIL MEETING AT 8:45 P.M. MOTION CARRIED UNANIMOUSLY.

Recorded and transcribed by:



Darlene Roach  
Deputy Clerk/Treasurer

ADDITIONS TO BILLS FOR PAYMENT				
14-Dec-98				
VENDOR		DEPT	CHECK #	AMOUNT
Crosslake Auto - heater hose		PW		\$13.31
The Office Shop - computer paper		Adm		\$20.13
NSP - gas		Park		\$258.54
NSP - gas		Gov't		\$349.18
Culligan - water		Gov't		\$33.17
NSP - gas	Warm Hse	Park		\$43.40
Heartland Tire Svc - tires		PD		\$128.84
Napa - misc parts		PW		\$294.57
Simonson Lumber - Garage materials		Park		\$3,700.26
First Forms Inc - W2's & 1099's		Adm		\$57.70
Starkka - oil		PW		\$4.79
Starkka - gas		PD		\$61.11
Houston Ford - check engine light coming on		PD		\$57.20
Build All Lumber - garage materials		Park		\$1,052.47
Steve Engen - refund CUP		P&Z		\$150.00
Cellular One - cell service		PD		\$53.84
James Vaessen Co - microedge		PW		\$146.08
Dacotah paper - snomelt		Gov't/Park		\$130.78
Reed's Market - office supplies		Gov't		\$10.62
Northwedge - poinsettias		Gov't		\$17.18
Reed's Market - office supplies		Gov't		\$15.45
BLADC - Mayor's lunch		Council		\$10.00
Koeps Nisswa Bait - Boots	Hartman	PD		\$129.99
Rural Cellular - cell phone		PD		\$12.73
Hokliday - gas		PD		\$10.80
Holiday - gas		PW		\$12.00
Office Max - office supplies		All		\$95.55
Echo Publishing - public hearing notice		P&Z		\$19.40
Crosslake Rolloff - Recycling		Recycle		\$1,500.00
Mermaid Ent - gasoline		PD		\$157.84
Samaritan Tire - 2 snowtires		PD		\$147.74
Elan Financial - Bst Western - hotel		P&Z		\$147.18
Blue Lakes Disposal - garbage		Gov't		\$43.89
Carla Carlson - travel expenses - sewer school		P&Z		\$45.98
Reed's Market - gas		PD		\$105.89
Reed's Market - need to research		Gov't		\$0.70
Lakes Area Rental - chain saw & snow blower		PW	Cap Out	\$851.94
Moonlite Square - gasoline		Fire		\$11.15
Moonlite Square - gasoline		PD		\$119.06
Gammello & Sandelin - legal fees		Law/Legal		\$2,193.00
Walmart - portable basketball hoop		Park		\$90.48
Ranger Fire Protection - 3"NPTx2.5"NST		Fire		\$45.74
Pitney Bowes - postage meter rental		P&Z/Adm		\$91.86
Uniforms Unlimited - handcuffs, belts, buckles		PD		\$93.29
Susie Munyer - storage unit rental		Park		\$60.00

Viking Coke - Comm Ctr pop		Park		\$57.72
Reed's Market - halloween supplies		Park		\$14.40
Gopher Sign - brackets for signs		PW		\$21.30
Cindy McCulloch - flex reimbursement		Adm		\$134.25
Anderson Bros - Wilderness Trail Project	(\$16,000)	PW		\$46,058.98
Gammello & Sandelin - 1/2 city fines		Law/Legal		\$372.02
Napa - nuts/bolts/floor dry/tow rop,starter fluid etc		PW		\$544.07
Simonson Lumber - wood glue, bulbs		Park		\$4.77
Simonson Lumber - screws, washer, hasp,hinge		Park		\$36.17
Coast to Coast - tape, ice melt,clamps, pipe		PW		\$35.37
Bait Box Marina - gas		PD		\$19.67
PERA - percent of salary		All	N/A	
MN Benefit - employee payroll deduct		Adm		\$97.48
FWT, soc security, Medicare		All	N/A	
Brainerd Nat'l Bank - payroll deduct		All		\$110.00
North Ambulance - Dec subsidy		Amb		\$1,103.00
State Withholding		All	N/A	
MN Mutual Life - Teleco & City		All		\$307.35
Medica		All		\$5,028.93
Delta Dental -		All		\$835.10
Union Dues -		All		\$117.05
Deferred Comp		All		\$800.00
Crosslake Sheet Metal - elbow, pipe, etc		PW		\$61.26
		TOTAL		\$67,353.72

RESOLUTION

98-63

WHEREAS, Certain parcels of land located in the City of Crosslake  
Crow Wing County, Minnesota have been forfeited to the State for non-payment of taxes for the  
years of 1990  
and

WHEREAS, the City Council of Crosslake is familiar with the peculiar suitability or  
desirability for particular uses, of said parcels of land and

WHEREAS, M.S.A. 282.01 calls for the classification of said parcels as to Conservation  
or Non-Conservation;

NOW, THEREFORE, BE IT RESOLVED, that the classification of each of said pieces or  
parcels

of land is hereby declared to be Non-Conservation or Conservation land as indicated on the  
attached list, subject to the approval by the County Board.

Donna Keiffer moved the adoption of the foregoing resolution, which was  
seconded by Richard Upton and upon vote the same was carried and so declared.

Donna Keiffer Richard Upton

Ray Smyth Bob Scott

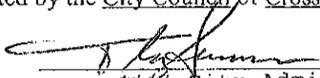
Board Members

City Council of Crosslake

State of Minnesota )  
Crow Wing County )  
City Council of Crosslake )

I, Thomas N. Swenson the duly elected, qualified, and acting Clerk of the  
City Administrator  
City Council of Crosslake Crow Wing County, Minnesota, hereby certify that the

foregoing is a true and correct copy of a resolution adopted by the City Council of Crosslake

  
Clerk City Administrator

City Council of Crosslake

SEAL

Dated December 14, 1998

**CITY OF CROSSLAKE**

**RESOLUTION NO. 98-64**

**WHEREAS**, the City of Crosslake desires to enter into a contract with Donna Keiffer to provide morning aerobics instruction three times per week for a seven week period at a cost of \$463.

**WHEREAS**, the City Council of the City of Crosslake has determined that the contract price is as low as or lower than the price at which the aerobics instruction services could be obtained elsewhere.

**BE IT RESOLVED** by the City Council of the City of Crosslake, that the City agrees to contract with Donna Keiffer to provide aerobics instruction three times per week for a seven week period (January 4<sup>th</sup> – February 18<sup>th</sup>) at a cost of \$463.

Ray Smyth moved for the adoption of the foregoing resolution. Said resolution was duly seconded by Richard Upton and after full discussion thereof, and upon a vote being taken thereon, the following voted in favor thereof:

Ray Smyth  
Richard Upton  
Bob Scott

and the following abstained from the vote:

Donna Keiffer  
Chuck Miller - Absent

WHEREUPON said Resolution was declared to be passed and adopted by the City Council this 14<sup>th</sup> day of December, 1998.

  
\_\_\_\_\_  
Mayor

Attest:

  
\_\_\_\_\_  
Deputy Clerk



**CITY OF CROSSLAKE**

**RESOLUTION NO. 98-65**

**WHEREAS**, the City of Crosslake desires to enter into a contract with Donna Keiffer to provide evening aerobics instruction two times per week for a seven week period at a cost of \$287.

**WHEREAS**, the City Council of the City of Crosslake has determined that the contract price is as low as or lower than the price at which the aerobics instruction services could be obtained elsewhere.

**BE IT RESOLVED** by the City Council of the City of Crosslake, that the City agrees to contract with Donna Keiffer to provide aerobics instruction two times per week for a seven week period (January 4<sup>th</sup> – February 17<sup>th</sup>) at a cost of \$287.

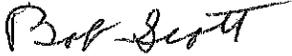
Ray Smyth moved for the adoption of the foregoing resolution. Said resolution was duly seconded by Richard Upton and after full discussion thereof, and upon a vote being taken thereon, the following voted in favor thereof:

Ray Smyth  
Richard Upton  
Bob Scott

and the following abstained from the vote:

Donna Keiffer  
Chuck Miller - Absent

WHEREUPON said Resolution was declared to be passed and adopted by the City Council this 14<sup>th</sup> day of December, 1998.

  
\_\_\_\_\_  
Mayor

Attest:

  
\_\_\_\_\_  
Deputy Clerk



**CITY OF CROSSLAKE**

**RESOLUTION NO. 98-66**

**WHEREAS**, the City of Crosslake desires to enter into a contract with Donna Keiffer to provide morning aerobics instruction three times per week for a seven week period at a cost of \$463.

**WHEREAS**, the City Council of the City of Crosslake has determined that the contract price is as low as or lower than the price at which the aerobics instruction services could be obtained elsewhere.

**BE IT RESOLVED** by the City Council of the City of Crosslake, that the City agrees to contract with Donna Keiffer to provide aerobics instruction three times per week for a seven week period (February 22<sup>nd</sup> – April 7<sup>th</sup>) at a cost of \$463.

Ray Smyth moved for the adoption of the foregoing resolution. Said resolution was duly seconded by Richard Upton and after full discussion thereof, and upon a vote being taken thereon, the following voted in favor thereof:

Ray Smyth  
Richard Upton  
Bob Scott

and the following abstained from the vote:

Donna Keiffer  
Chuck Miller - Absent

WHEREUPON said Resolution was declared to be passed and adopted by the City Council this 14<sup>th</sup> day of December, 1998.

  
\_\_\_\_\_  
Mayor

Attest:

  
\_\_\_\_\_  
Deputy Clerk



**CITY OF CROSSLAKE**

**RESOLUTION NO. 98-67**

**WHEREAS**, the City of Crosslake desires to enter into a contract with Donna Keiffer to provide evening aerobics instruction two times per week for a seven week period at a cost of \$287.

**WHEREAS**, the City Council of the City of Crosslake has determined that the contract price is as low as or lower than the price at which the aerobics instruction services could be obtained elsewhere.

**BE IT RESOLVED** by the City Council of the City of Crosslake, that the City agrees to contract with Donna Keiffer to provide aerobics instruction two times per week for a seven week period (February 22<sup>nd</sup> – April 7<sup>th</sup>) at a cost of \$287.

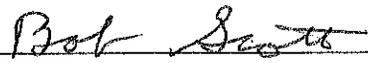
Ray Smyth moved for the adoption of the foregoing resolution. Said resolution was duly seconded by Richard Upton and after full discussion thereof, and upon a vote being taken thereon, the following voted in favor thereof:

Ray Smyth  
Richard Upton  
Bob Scott

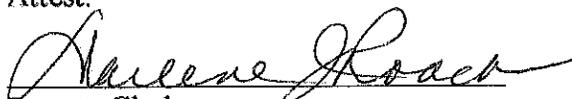
and the following abstained from the vote:

Donna Keiffer  
Chuck Miller - Absent

WHEREUPON said Resolution was declared to be passed and adopted by the City Council this 14<sup>th</sup> day of December, 1998.

  
\_\_\_\_\_  
Mayor

Attest:

  
\_\_\_\_\_  
Deputy Clerk



**CITY OF CROSSLAKE**

**RESOLUTION NO. 98-68**

**RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS**

WHEREAS, a Resolution of the City Council adopted the 5<sup>th</sup> day of November, 1998, fixed a date for a Council Hearing on the proposed 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,

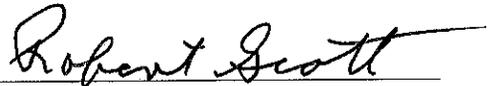
AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 30<sup>th</sup> day of November, 1998, at which all persons desiring to be heard were given an opportunity to be heard thereon,

AND WHEREAS, based on input received prior to and during the Public Hearing, the City Council agreed to reduce the project by ending the improvements on Mary Lane at approximately the West property line of Lot 2, Block 2,

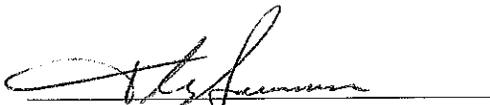
NOW THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF CROSSLAKE, MINNESOTA;

1. Such improvement is necessary, cost-effective, and feasible as detailed in the Feasibility Report, less approximately 306 feet on the West end of Mary Lane.
2. Such improvement is hereby ordered as proposed in the Council Resolution adopted the 14<sup>th</sup> day of September, 1998, pursuant to a petition of affected property owners.
3. Widseth, Smith and Nolting is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Adopted by the Council this 14<sup>th</sup> day of December, 1998.



Robert Scott  
Mayor



Thomas N. Swenson  
City Administrator

# CITY OF CROSSLAKE

## RESOLUTION NO. 98-69

### RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS

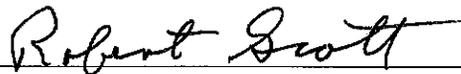
WHEREAS, a Resolution of the City Council adopted the 9<sup>th</sup> day of November, 1998, fixed a date for a Council Hearing on the proposed improvement of Sugar Loaf Road from the intersection of Shafer Road approximately 1,300 feet to the two ends of Sugar Loaf Road by constructing road and drainage improvements,

AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 3<sup>rd</sup> day of December, 1998, at which all persons desiring to be heard were given an opportunity to be heard thereon,

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the Feasibility Report.
2. Such improvement is hereby ordered as proposed in the Council Resolution adopted the 12<sup>th</sup> day of October, 1998, pursuant to a petition of affected property owners.
3. Widseth, Smith and Nolting is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Adopted by the Council this 14<sup>th</sup> day of December, 1998.

  
\_\_\_\_\_  
Robert Scott  
Mayor

  
\_\_\_\_\_  
Thomas N. Swenson  
City Administrator

## RESOLUTION NO. 98-71

### RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS

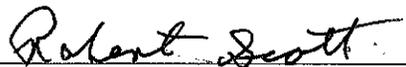
WHEREAS, a Resolution of the City Council adopted the 9<sup>th</sup> day of November, 1998, fixed a date for a Council Hearing on the proposed improvement of Shamrock Road from the intersection of Bonnie Lakes Farm Road (O'Brien Road) approximately 2,000 feet to the end of Shamrock Road by constructing road and drainage improvements,

AND WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 3<sup>rd</sup> day of December, 1998, at which all persons desiring to be heard were given an opportunity to be heard thereon,

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the Feasibility Report.
2. Such improvement is hereby ordered as proposed in the Council Resolution adopted the 12<sup>th</sup> day of October, 1998, pursuant to a petition of affected property owners.
3. Widseth, Smith and Nolting is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.

Adopted by the Council this 14<sup>th</sup> day of December, 1998.

  
\_\_\_\_\_  
Robert Scott  
Mayor

  
\_\_\_\_\_  
Thomas N. Swenson  
City Administrator

**CITY OF CROSSLAKE**

**RESOLUTION 98-72**

**RESOLUTION AUTHORIZING ACCEPTANCE  
OF THE AUTOMATED EXTERNAL DEFIBRILLATORS (AED'S)**

WHEREAS, on August 7, 1998 the Crosslake Police Department submitted a Law Enforcement Defibrillator Grant Application to the State of Minnesota's Department of Administration for Automated External Defibrillators; and

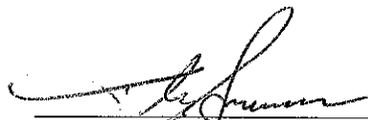
WHEREAS, the State of Minnesota's Department of Administration has reviewed the application and has awarded the contract to Heartstream/Laerdal Corporation allowing the Department of Public Safety to purchase Automated External Defibrillators for the purpose of distribution and has awarded TWO AUTOMATED EXTERNAL DEFIBRILLATORS to the CROSSLAKE POLICE DEPARTMENT;

NOW THEREFORE BE IT HEREBY RESOLVED, that the CITY OF CROSSLAKE hereby accepts the TWO AUTOMATED EXTERNAL DEFIBRILLATORS AND AUTHORIZES THE CITY ADMINISTRATOR TO EXECUTE THE GRANT AGREEMENT ON BEHALF OF THE CITY OF CROSSLAKE AND THE SEMI-AUTOMATIC EXTERNAL DEFIBRILLATION AGREEMENT WITH NORTH AMBULANCE HEALTH CARE.

Adopted this 14<sup>th</sup> day of December 1998.



Robert Scott  
Mayor



Thomas N. Swenson  
City Administrator