

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
WEDNESDAY, DECEMBER 17, 1997
10:00 A.M. - CITY HALL

The Council for the City of Crosslake met in a joint session with the Crosslake Utilities Building Committee on Wednesday, December 17, 1997. Present at the meeting was Mayor Robert Scott, Charles Miller and Richard Upton. Absent from the Council was Donna Keiffer and Raymond Smyth. Also present was City Administrator Thomas Swenson and Deputy Clerk Darlene Roach. Present from the Utilities Commission and Building Committee was Chairman Helen Fraser, Dene Carney, Gilroy Arvig, Armond Gease, George Riches, Jack Webster and Francis Fraser. A representative from Gausman & Moore Architect firm, who is working in conjunction with George Riches on the plans for the addition to the Telephone Company building, was present briefly since he attended a Building Committee Meeting which was held prior to the Special Council Meeting.

Armond Gease called the meeting to order at 10:04 A.M. and the City Council was considered to be in session at that time. Mr. Gease then turned the meeting over to General Manager Kevin Larson. Mr. Larson stated that the Committee will continue to schedule joint meetings to keep the Council informed of the progress being made on the construction project. He stated that the addition to the building is part of the five year plan and commended the Building Committee on progress that has been made during the eight meetings they have held since the first meeting of June 4, 1997. It was agreed that the current facility has inadequate counter space, no restroom accessibility for the public, limited retail space, and inadequate air flow within the building. Mr. Larson stated that with the rapid changes being made in the industry, the Company needs to stay in step in order to compete.

George Riches described the site plan and explained how the 3500 square foot addition will be laid out. The original building consisting of 2400 square feet will be remodeled to accommodate the addition. Bidding will be done in the Spring with construction starting in mid summer with completion by year end. Occupancy will be in January or February of 1999. Parking will be relocated between the current building and the Post Office and will provide for eighteen parking spaces and two handicap spaces. A drive up depository and telephone will be accessible from the looped driveway. The configurations for the offices are still being worked on, however, the general manager, plant manager, office manager, accounting department, marketing & sales department, customer service and Internet staff will all be provided with offices. Movable partitions will be installed making half of the building flexible for modifications. A mapping and drafting room will also be added. The exterior of the new portion of the building will contain brick and limestone and the windows will be a forest green color. The heating system will be replaced and the underground oil tank will be removed. The septic system will also be updated.

Marco Office Products will do a computer design to the exact specifications of the building at a cost of approximately \$1000 which would include printouts and consultations.

The Mayor asked if it wouldn't be more economical to tear down the existing building and rebuild. Kevin Larson responded that the existing building has been inspected and found to be a very solid building and worth keeping. Also, if the current building is torn down, a temporary building would need to be constructed to house the employees for approximately four months. The plan, currently, is to move the trucks out of the back building and move the customer service representatives and office personnel to this area during construction.

The Mayor thanked the Committee for all their work and for their presentation to the Council. Councilmembers Upton and Miller concurred.

MOTION 12S2-01-97 WAS MADE BY DENE CARNEY AND SECONDED BY FRANCIS FRASER TO ADJOURN THE MEETING OF THE BUILDING COMMITTEE. MOTION CARRIED UNANIMOUSLY.

MOTION 12S2-02-97 WAS MADE BY RICHARD UPTON AND SECONDED BY CHUCK MILLER TO APPROVE BILLS FOR PAYMENT IN THE AMOUNT OF \$4,063.84. MOTION CARRIED UNANIMOUSLY.

MOTION 12S2-03-97 WAS MADE BY CHUCK MILLER AND SECONDED BY RICHARD UPTON TO ADJOURN THIS SPECIAL MEETING AT 10:55 A.M. MOTION CARRIED UNANIMOUSLY.

Taped and transcribed by:



Darlene J. Roach
Deputy Clerk