

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, APRIL 29, 2019
3:00 P.M. – CITY HALL

The Council for the City of Crosslake met in a Special Session on April 29, 2019. The following Council Members were present: Mayor Dave Nevin, Gary Heacox, Dave Schrupp, John Andrews and Aaron Herzog. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Public Works Director Ted Strand, Police Chief Erik Lee, Park Director TJ Graumann, Northland Press Reporter Bill Monroe, and Mary Reedy of Clifton Larson Allen. There were three people in the audience.

Mayor Nevin called the meeting to order at 3:00 P.M. and the Pledge of Allegiance was recited. The meeting was turned over to Mary Reedy to present the audit results of the financial statements for the year ending December 31, 2019.

Mary Reedy of Clifton Larson Allen (CLA) appeared before the Council and stated that the primary responsibility of the auditor is to provide an opinion on the fairness of the presentation of the financial statements by reviewing internal accounting controls, reviewing risks, and testing transactions. Two new standards, GASB 89 related to capitalized interest and GASB 75 related to OPEB, were implemented this year. CLA gave the City a clean opinion on the audit which is the highest level of assurance. Mary Reedy noted that there is limited segregation of duties relating to financial transactions but that is common based on the amount of staff that is available to do the work. Ms. Reedy reviewed various graphs depicting the financial condition of the City. The City's assets increased with the Wastewater Plant and Manhattan Point Boulevard projects. Dave Schrupp asked questions regarding the Sewer Fund.

MOTION 04S1-01-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO ACCEPT AND APPROVE THE AUDIT OF THE 2018 FINANCIAL STATEMENTS FOR THE CITY OF CROSSLAKE. MOTION CARRIED WITH ALL AYES.

MOTION 04S1-02-19 WAS MADE BY AARON HERZOG AND SECONDED BY GARY HEACOX TO APPROVE THE BILL FOR PAYMENT IN THE AMOUNT OF \$58,916.09. MOTION CARRIED WITH ALL AYES.

MOTION 04S1-03-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE JOB DESCRIPTIONS FOR SEASONAL GROUNDS MAINTENANCE EMPLOYEE AND PART-TIME BUILDING ATTENDANT, AS RECOMMENDED BY THE PERSONNEL COMMITTEE. MOTION CARRIED WITH ALL AYES.

Ted Strand presented a quote from Elite Fencing for automatic gates in the amount of \$17,245 which would be used at the yard waste disposal site. This amount is just for fencing, no cameras. Other alternatives for residents to dump yard debris would be at Northwedge Nursery or Ideal Transit Station. The Council discussed the possibility of hiring a person to staff the station when the site is open to the public. John Andrews suggested that the site be open just on Saturdays. Ted

Strand noted that only leaves, grass clippings and brush can be dumped at the site and suggested that it be open 3 days a week. Dave Nevin suggested that cameras could help deter illegal dumping. MOTION 04S1-04-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO OPEN THE YARD WASTE DISPOSAL SITE AT THE PUBLIC WORKS SHOP AND TO INSTALL FENCING AND CAMERAS. Ted Strand will determine hours and days of operation and plans to open the site next week. MOTION CARRIED WITH ALL AYES.

MOTION 04S1-05-19 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO LIMIT THE COST OF SUPPLIES TO \$3,000. MOTION CARRIED WITH ALL AYES.

There being no further business at 3:45 P.M., Mayor Nevin adjourned the meeting.

Respectfully Submitted,



Charlene Nelson
City Clerk

BILLS FOR APPROVAL
April 29, 2019

VENDORS	DEPT		AMOUNT
Ace Hardware, plug	PW	pd 4-9	4.99
Ameripride, paper towels	PW		158.09
AW Research, water testing	Sewer		318.60
Baker & Taylor, books	Library		180.27
BCA, recertification training	Police		75.00
Birchdale Fire & Security, camera repairs	PW		325.00
Birchdale Fire & Security, door repair	Gov't		85.00
Birchdale Fire & Security, extinguisher refill and inspections	Fire		150.00
Blakeman Pumping, pump and haul biosolids	Sewer		2,310.00
Brainerd Truck and Trailer, 50% down for truck repairs	PW	pd 4-11	3,953.95
Brainerd Truck and Trailer, mack repairs	PW		3,742.52
Char Nelson, reimburse for cleaning supplies	Gov't	pd 4-11	47.51
City of Crosslake, sewer utilities	PW/Gov't	pd 4-22	150.00
Crow Wing County Highway Dept, salt/sand	PW		3,542.41
Crow Wing County Recorder, filing fee	PZ		46.00
Crow Wing Power, electric service	ALL	pd 4-22	8,785.35
Fastenal, tool combo kit, knife	PW		337.00
Fastenal, bolts	PW		192.33
Ferguson Waterworks, meter parts	Sewer		44.62
Ferguson Waterworks, meter	Sewer		418.12
Fire Instruction & Rescue, urban fire ops	Fire	pd 4-24	500.00
First Impression Print, banner	Park		192.00
Guardian Pest Solutions, pest control	ALL		77.60
Hawkins, chemicals	Sewer		347.67
Holden Electric, replace fuses	Sewer		489.85
Holiday, premium fuel	Sewer		14.51
Holiday, premium fuel	PW		29.66
IP Networks, firewall maintenance	Gov't		329.00
Jefferson Fire & Safety, turnout gear	Fire		16,722.23
Johnson Killen & Seiler, legal fees	Gov't		64.50
Mastercard, BCA, recertification training	Police	pd 4-24	150.00
Mastercard, Brainstorm, books	Library	pd 4-22	313.15
Mastercard, Thermoworks, dishwasher thermometer	Park	pd 4-22	94.49
Midwest Machinery, element	Park		97.60
Midwest Machinery, repair front axle	Park		941.34
Mike Lyonais, reimburse petty cash	Park		11.96
MN Dept of Employment & Econ Dev, unemployment wages	Park		72.25
MPCA, wastewater training refresher	Sewer		260.00
MPCA, wastewater certification renewal	Sewer		23.00
MPCA, water permit annual fees	Sewer		1,450.00
Napa, grease fitting kit	PW		56.40
Northland Press, meeting notice of 4/26	PZ		76.50
Pine Island Bank, equipment certificate bonds payment	Gov't		2,870.00
Premier Auto, mount and balance tires	Police		93.48
Premier Auto, battery	Police		289.07

Premier Auto, oil change, mount and balance tires	Police		126.81
Premier Auto, mount tires	Police		66.47
Premier Auto, oil change, mount and balance tires	Police		102.97
Reeds, pop	Gov't		9.98
Shannon's Auto Body, part	PW		118.80
TJ Graumann, mileage reimbursement	Park		48.72
TJ Graumann, water reimbursement	Park		11.96
Ultimate Safety Concepts, monitor calibration	Fire		130.00
USA Bluebook, meter, elements, caps, rings	Sewer		3,636.66
USA Bluebook, filters, probe, sling, handle	Sewer		1,500.87
Viking Electric, bulbs	Park		135.00
Widseth Smith Nolting, facilities schematic design	Gov't		2,594.83
TOTAL			58,916.09