

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, AUGUST 13, 2018
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, August 13, 2018. The following Council Members were present: Mayor Patty Norgaard, Dave Nevin, Dave Schrupp, Brad Nelson, and Gary Heacox. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Police Chief Erik Lee, Public Works Director Ted Strand, Park Director TJ Graumann, Land Service Specialist Jon Kolstad, Customer Service Specialist Cheryl Stuckmayer, City Attorney Brad Person, City Engineer Mike Rardin, Northland Press Reporter Bill Monroe, and Echo Publishing Reporter Dan Determan. There were approximately seventeen people in the audience.

- A. CALL TO ORDER** – Mayor Norgaard called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 08R-01-18 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.
- B. CONSENT CALENDAR** – Marcia Seibert-Volz of 37668 Moen Beach Trail requested that “Item #19 Information Only – Letter dated July 27, 2018 from Residents of Moen Beach Trail” be removed from the consent calendar. MOTION 08R-02-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO REMOVE ITEM #19 FROM CONSENT CALENDAR AND PLACE IT UNDER CITY ATTORNEY REPORT. MOTION CARRIED WITH ALL AYES.

MOTION 08R-03-18 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of July 9, 2018
2. Special Council Meeting Minutes of July 12, 2018
3. City – Month End Revenue Report dated July 2018
4. City – Month End Expenditures Report dated July 2018
5. July 2018 Budget to Actual Analysis
6. Memo dated August 8, 2018 from Mike Lyonais Re: TIF Reimbursement
7. Police Report for Crosslake – July 2018
8. Police Report for Mission Township – July 2018
9. Fire Department Report – July 2018
10. North Memorial Ambulance Report – July 2018
11. Planning and Zoning Monthly Statistics
12. Planning and Zoning Commission Meeting Minutes of June 22, 2018
13. Pay Request #11 from Eagle Construction for the WWTF Improvements in the Amount of \$370,493.35
14. Pay Request #3 from Anderson Brothers for the 2018 Street Improvement Project in the Amount of \$7,448.66
15. Crosslake Park/Library Commission Minutes of June 27, 2018
16. Crosslake Roll-Off Recycling Report for July 2018

17. Waste Partners Recycling Report for June 2018
18. Resolution No. 18-23 Accepting Donations
19. *Removed*
20. Bills for Approval in the Amount of \$134,528.99
21. Additional Bills for Approval in the Amount of \$15,761.87

MOTION CARRIED WITH ALL AYES.

C. MAYOR'S REPORT

1. A letter dated July 12, 2018 from WAPOA thanking Park Department employees Jane Monson and Ron Harkin for their help with Grandpa's Run for the Walleye was included in the packet.
2. A letter dated July 16, 2018 from Sheriff Todd Dahl expressing his gratitude for representing the citizens of Crow Wing County as he gets ready to retire was included in the packet.
3. A letter dated August 3, 2018 from the League of MN Cities announcing Senator Carrie Ruud as LMC Legislator of Distinction for 2018 was included in the packet.

D. CRITICAL ISSUES

1. Crosslake Days Chair Heather Jones addressed the Council to report that Crosslake Days would be held on September 27-29 and listed the events that would take place, including the 32nd Annual Chili Cook-off. MOTION 08R-04-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE SERVING OF CHILI ON SATURDAY, SEPTEMBER 29 FOR CROSSLAKE DAYS. MOTION CARRIED WITH ALL AYES.
2. "Light Up the Dam" Chair Tim Schalow gave an update to the Council regarding fundraising projects, donations, and volunteers.

E. PUBLIC FORUM – None.

F. CITY ADMINISTRATOR'S REPORT

1. It was the consensus of the Council to change the time of the Budget Meeting scheduled on Monday, August 20th from 3:00 P.M. to 6:00 P.M.

Mike Lyonais gave a brief update on the bonding amounts for the 2018 Street Improvement Projects.

G. COMMISSION REPORTS

1. PLANNING AND ZONING

- a. MOTION 08R-05-18 WAS MADE BY BRAD NELSON AND SECONDED BY DAVE NEVIN TO APPROVE METES AND BOUNDS SUBDIVISION, SHARON STELLWORTH AND EDUARDO ROMO, 120071101K00009, INVOLVING 4.4 ACRES INTO THREE TRACTS AND TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION FEE. MOTION CARRIED WITH ALL AYES.
- b. MOTION 08R-06-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE BEGINNING OF THE 30-DAY

COMMENT PERIOD FOR NUMEROUS CHANGES TO SECTIONS OF THE LAND USE ORDINANCE. Jon Kolstad noted that the revisions would be published and posted on the City website starting August 21st. MOTION CARRIED WITH ALL AYES.

2. PARK AND RECREATION/LIBRARY

- a. MOTION 08R-07-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO ELIMINATE COPYING SERVICES TO THE PUBLIC AT THE COMMUNITY CENTER AND THE LIBRARY. MOTION CARRIED WITH ALL AYES.

Park Director TJ Graumann reported that volunteers at the Library logged 159 hours for the month of July, thanked everyone involved with the Whitefish Warrior Adventure Run, and reported that he is evaluating the hours of operation to see if they are still cost effective.

3. PUBLIC WORKS/CEMETERY/SEWER

- a. The City received a request from Kavli Woods Home Owners Association for the City to install a culvert under Pinedale Street, trim trees and perform maintenance work prior to a paving project that the owners have planned so that the road doesn't have undue wear and tear from large vehicles and trucks. Ted Strand noted that Pinedale Street is a private road and that the City does not maintain private roads. Jeff Bisson addressed the Council on behalf of the association and stated that Anderson Brothers offered to install the culvert, if the City supplied it. Mr. Bisson also reported that the overgrown branches of trees hit the school bus while driving on Pinedale Street. Ted Strand stated that there is an old culvert at the City Shop. Attorney Person stated that the City would need to have a signed permission form from all the residents on Pinedale Street and suggested that the City not perform maintenance on a private road. Mr. Bisson stated that if the road is private, the residents may put a gate at the end of the road to keep the public out. Jon Kolstad clarified that the private road was built on public land so that the right-of-way belongs to the City. MOTION 08R-08-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO PROVIDE THE USED CULVERT TO THE PINEDALE STREET RESIDENTS AND ALLOW THE RESIDENTS TO TRIM TREES IN THE CITY RIGHT OF WAY. MOTION CARRIED WITH ALL AYES.
- b. A memo dated August 9, 2018 from Bolton & Menk regarding the monthly sewer project update was included in the packet for Council information.

H. PUBLIC FORUM – Sandy Melberg of 12644 Anchor Point Road invited the Council and public to a tour of the new school immediately following the Council Meeting.

I. CITY ATTORNEY REPORT – Item #19 which was pulled from the consent calendar by Marcia Seibert-Volz was moved to this section of the agenda for discussion. Marcia Seibert-Volz stated that she and the residents on Moen Beach Trail requested the refund of the special assessment for Dream Island Bridge, noting that they have reasonable cause because the bridge was not built as big as they were told. Ms. Seibert-Volz stated that the Moen

Beach residents expected to be able to drive a boat under the bridge, which is not possible now, and that was the only reason they agreed to the assessment. Ms. Seibert-Volz stated that the assessment hearing should not have been held until after the bridge construction was complete and that it is common sense to refund their money.

Attorney Person noted that it is not a simple matter to refund the special assessment and that a new assessment hearing would need to be held.

Dave Schrupp outlined the history of the project, including the four designs that were considered, the other government agencies involved in making decisions, and conceptual drawings/plans that were considered along the way. Mr. Schrupp noted that there was no promise that boats would be able to navigate under bridge. Mike Lyonais reviewed minutes from past Public Works Commission meetings where the bridge was discussed.

Ms. Seibert-Volz argued that the City could not prove that the bridge increased the value of her property and therefore the City could not charge a special assessment. Brad Nelson stated that it was very clear since the beginning of the project that navigation would not improve with this bridge.

Dave Schrupp stated that Public Works staff would check the channel for rocks, tar and debris, as claimed by Ms. Seibert-Volz.

J. NEW BUSINESS – Dave Nevin reported that he was approached by the owner of the Old Fire Hall and former school building and asked that the City consider buying that property.

K. OLD BUSINESS – None.

L. ADJOURN – MOTION 08R-09-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO ADJOURN THE MEETING AT 8:27 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
City Clerk
City Clerk/Minutes/8-13-18

City of Crosslake

RESOLUTION 18-23

RESOLUTION ACCEPTING DONATION(S)

WHEREAS, the City of Crosslake encourages public donations to help defray costs to the general public of providing services and improving the quality of life in Crosslake; and

WHEREAS, the City of Crosslake is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of citizens; and

WHEREAS, said Statute 465.03 requires that all gifts and donations of real or personal property be accepted only with the adoption of a resolution approved by two-thirds of the members of the City Council; and

WHEREAS, the following person/persons and/or entity/entities has/have donated real and/or personal property as follows:

FROM	DONATION	INTENDED PURPOSE
Park & Library Foundation	\$1,818.36	Summer Reading Program
	\$556.06	Summer Reading Program
	\$143.00	Friday Bridge
	\$53.97	Community Garden
	\$15.94	Community Garden

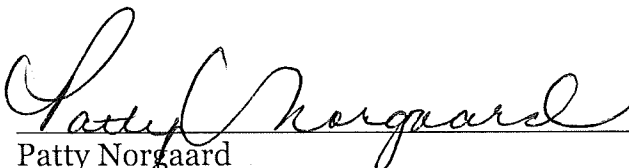
; and

WHEREAS, the City of Crosslake will strive to use the donation as intended by the donor; and

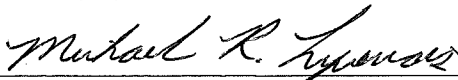
WHEREAS, the City Council finds that it is appropriate to accept said donation(s) as offered.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Crosslake that the donation(s) as described above are accepted as allowed by law.

Passed this 13th day of August, 2018.


Patty Norgaard
Mayor

ATTEST:


Michael R. Lyonais
City Administrator
(SEAL)

BILLS FOR APPROVAL
August 13, 2018

VENDORS	DEPT		AMOUNT
AAA Equipment Center, sunshade kit	PW		269.00
AAA Equipment Center, oil change	PW		63.18
AAA Equipment Center, mulch kit	PW		287.00
Ace Hardware, hardware	Park		0.65
Ace Hardware, lettering	PW		7.90
Ace Hardware, hardware	PW		27.98
Ace Hardware, lettering	PW		3.16
Ace Hardware, antifreeze	Park		9.99
Ace Hardware, air filters	PW		41.94
Ace Hardware, clipboard	PW		6.88
Ace Hardware, flashlight, cleaning supplies	Sewer		51.15
Ace Hardware, trash cans	Park		37.98
Ace Hardware, trash cans	Park		129.98
Ace Hardware, wasp spray	Park		3.27
Ace Hardware, batteries	Park		13.99
Ace Hardware, hardware	Park		4.48
Ace Hardware, cable ties	PW		14.98
Ace Hardware, filters	PW		201.00
Ace Hardware, knife	PW		6.99
Ace Hardware, gloves, hearing protection, pickup tool	Park		128.85
Ace Hardware, cable ties, clamps,screws	Sewer		59.37
Ace Hardware, tool box, organizer	Sewer		61.17
Ace Hardware, reflective tape	PW		11.18
Ace Hardware, safety glasses, hardware	PW		36.40
Ace Hardware, hardware	PW		23.51
Ace Hardware, fuel filter, plumbing	Fire		27.48
Alcopro, breathalyzer	Police	pd 8-8	1,285.00
American Steel, parts	PW		136.00
Anderson Brothers, paver patches	PW		11,740.94
Anderson Brothers, class 5	PW		2,331.05
AW Research, water testing	Sewer		595.80
Baker and Taylor, books	Library		710.00
Blue Cross Blue Shield, health insurance	ALL		20,634.50
Bob Seversons Locksmith, change locks	Park	pd 8-8	165.00
Bolton & Menk, wwtp improvements	Sewer		1,419.32
Boog Plumbing, water softener	Gov't		1,872.00
Brainerd Lakes Chamber, yearly contribution	Gov't		2,500.00
Breen and Person, legal fees	ALL		855.00
Brock White, straw, wood stakes	PW		66.90
Central MN Seeding, 2018 road project	PW		865.00
Char Nelson, reimburse for pop	Gov't	pd 8-8	32.54
Clean Team, august cleaning	ALL		1,082.50
City of Crosslake, sewer utilities	PW/Gov't	pd 8-8	240.00
Commissioner of Transportation, greenstep city sign	EDA	pd 7-19	52.00
Council #65, union dues	Gov't		385.00

Crosslake Communications, phone, fax, cable, internet	ALL	pd 8-8	1,468.93
Crosslake Rolloff, recycling	Gov't		2,695.00
Crosslake Sheetmetal, thermostat guards	Park		223.50
Crow Wing County Attorney, 2nd quarter 2018 fines	Gov't		1,711.51
Crow Wing County Highway Dept, fuel	ALL		2,708.77
Crow Wing Power, electric services	ALL	pd 7-19	6,483.02
CTCIT, july IT services	ALL		900.00
Culligan, cooler rental and water	PW/Gov't	pd 8-8	109.20
Dacotah Paper, janitorial supplies	Park		514.95
Dacotah Paper, janitorial supplies	Gov't		93.32
Delta Dental, dental insurance	ALL		1,348.70
Demco, supplies	Library	pd 8-8	635.50
Diamond Industrial Cleaning, car wash soap	PW	pd 8-8	569.75
Digital Horizons, cd repair	Park		22.50
Fastenal, wiper blades, ear plugs, cable ties	PW		171.71
Fastenal, wiper blades	PW		40.97
Fastenal, ball valve	PW		728.88
Fire Instruction & Rescue, pumping scenarios	Fire	pd 7-19	600.00
Fire Instruction & Rescue, swift water rescue, low angle rescue	Fire	pd 7-30	1,200.00
Fortis, disability	ALL		647.73
Forum Communications, legal ads	Admin		76.50
Fyles, portable restroom	Gov't		128.85
GitRDun Sewer Service, pumping	Sewer		200.00
Grand Forks Fire Equipment, boots	Fire		399.23
Guardian Pest Solutions, pest control	ALL	pd 8-8	77.60
Hawkins, chemicals	Sewer		1,117.26
Heartland Tire, shop supplies	PW	pd 8-6	25.58
Holiday Station, unleaded gas	ALL		619.11
Holiday Station, diesel fuel	PW		33.83
Holiday Station, ice, food	Fire		49.37
Jefferson Fire Safety, suspenders	Fire		126.80
Joe Chase, reimburse for travel expense	Sewer	pd 8-8	19.41
Johnson Killen & Seiler, legal fees	Gov't		430.00
Keepers, uniforms	Police		210.95
Kirvida Fire, waterous drain manifold kit	Fire		238.48
Lakes Area Rental, tank vent, blade sharpening	Fire		60.08
Marco, copier lease	Park	pd 8-8	237.99
Mastercard, AICPA, membership dues	Admin		415.00
Mastercard, Amazon, flash drive	Police		69.98
Mastercard, Amazon, thermal paper rolls	Police		75.11
Mastercard, BCA, conference	Police		130.00
Mastercard, DVS, title transfer	PW	pd 7-23	53.02
Mastercard, Fleet Farm. Uniform	PW		96.84
Mastercard, German Bliss, wheel, arm, pin	Park		438.50
Mastercard, German Bliss, hitch	Park		25.49
Mastercard, MN Fire State Board, recertifications	Fire		925.00
Mastercard, Office Max, printer	Sewer		198.57
Mastercard, Oriental Trading, summer reading program	Library	pd 7-23	38.71

Mastercard, Rhode Island Novelty, childrens program	Library	pd 7-23	70.40
Mastercard, Spa Partners, gym equipment wipes	Park	pd 7-23	328.52
Mastercard, travel expenses	Sewer		545.88
Menards, air mover, hardware	PW		574.72
Mike Lyonais, reimburse petty cash	ALL	pd 8-8	66.28
MN Fire Service Certification Board, annual renewals	Fire	pd 7-30	75.00
MN Life, life insurance	ALL		242.40
MPCA, wastewater sertification renewal	Sewer		23.00
MR Sign, posts	PW		374.50
MR Sign, e911 address	PW		27.72
MR Sign, e911 addresses	PW		48.34
Nat'l Ind Health Club Assn, membership dues	Park		399.00
NCPERS-Life Insurance	ALL		112.00
NLES, reading program	Library		394.00
North Ambulance, july subsidy	Gov't	pd 8-8	1,100.00
Northland Pet Lodge, fence repair	PW	pd 8-8	279.00
Northland Press, filing for candidacy	Admin		51.00
Northland Press, meeting notice of 7/27	PZ		85.00
Northland Press, ad for book sale	Library		71.28
Northwedge Nursery, flowers for bridges	Gov't	pd 7-19	1,577.36
Oriental Trading, childrens program	Library	pd 8-8	52.95
Peoples Security, change passcodes	Park		75.00
Pinnacle Property Management, grind stumps	Park	pd 8-8	295.00
Premier Auto, towing	Police		130.88
Premier Auto, oil change, rotate tires	Park		53.34
Premier Auto, oil change	Police		61.35
Premier Auto, towing	Police		157.00
Radco, decked bed storage, accessories	PW	pd 8-8	2,086.93
Reeds, meet and greet	Park	pd 8-8	43.11
RF Backflow, backflow testing	ALL	pd 8-8	1,066.00
Riteway, fund accounting checks	Admin	pd 8-8	207.39
Riteway, utility bill forms	Sewer	pd 8-8	223.61
Sam Shirey, solar watering system	Gov't	pd 7-19	1,832.19
Simonson Lumber, saw blade	PW		16.99
Sourcewell, comp plan services	Gov't		350.00
Squad Pro, replace cord	Police	pd 8-8	78.00
Tactical Solutions, certification of radar units	Police		241.00
Teamsters, union dues	Police	pd 8-8	194.00
The Office Shop, copy paper	Gov't		143.60
The Office Shop, office supplies	Park		156.42
Ultimate Safety Concepts, calibration	Fire	pd 8-8	120.00
US Bank, copier lease	ALL	pd 8-8	156.00
USA Bluebook, valves	Sewer		290.25
USA Bluebook, grounding rings	Sewer		250.84
Verizon, m2m charges	Police	pd 8-8	40.20
Verizon, ipad and air card charges	PD/Fire	pd 7-30	395.45
Verizon, cell phone charges	ALL	pd 8-8	354.46

Volunteer Firefighters Assn, membership dues	Fire	pd 7-19	11.00
Waste Partners, trash removal	ALL		295.20
WSN, 2017 street improvements	PW		962.70
WSN, dream island bridge	PW		1,340.00
WSN, storm modeling	PW		1,800.00
WSN, 2018 street improvements	PW		28,384.77
WW Goetsch, service call for pump	Sewer		488.00
Xcel Energy, gas utilities	ALL	pd 8-8	273.45
Ziegler, repair hydraulic system on sweeper	PW		5,867.30
Ziegler, brushes	PW		1,700.00
TOTAL			134,528.99

ADDITIONAL BILLS FOR APPROVAL
August 13, 2018

VENDORS	DEPT		AMOUNT
AW Research, water testing	Sewer		139.50
Crow Wing County Attorney, forfeiture funds	Police		80.60
Crow Wing County Recorder, filing fees	PZ		92.00
Crow Wing Power, electric services	ALL		7,228.38
Cuyuna Range Fire Chiefs Assn, membership dues	Fire		300.00
Fastenal, ball valve	PW		791.21
Forum Communications, meeting notice	PZ		48.88
Grank Forks Fire Equipment, boots	Fire		399.23
Hawkins, chemicals	Sewer		1,333.40
Johnson, Kilen, Seiler, labor attorney fees	Gov't		903.00
Lakes Area Rental, trimmer	PW		386.90
Little Falls Granite, staking fee reimbursement	Cemetery		100.00
Mastercard, MPCA, certification	Sewer		45.00
Mastercard, Raffertys, architect meeting	Fire/Police		79.42
MR Sign, e911 addresses	PW		117.40
Napa, lamp	Park		6.65
Northland Press, meeting notice of 8/24	PZ		85.00
Northland Press, letterhead	Admin		64.02
Primary Election, judges, training	Election		2,000.00
Reeds, plates	Gov't		3.25
Reeds, election supplies	Election		68.90
State of Minnesota, forfeiture funds	Police		40.30
TJ Graumann, mileage reimbursement	Park		22.89
The Office Shop, office supplies	Park		156.42
USA Bluebook, adapters	Sewer		791.31
USA Bluebook, flanges, couplings	Sewer		224.31
USA Bluebook, ductile iron bends	Sewer		253.90
TOTAL			15,761.87