

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MARCH 12, 2018
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, March 12, 2018. The following Council Members were present: Mayor Patty Norgaard, Dave Nevin, Dave Schrupp, and Gary Heacox. Brad Nelson was absent. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Fire Chief Chip Lohmiller, Land Service Specialist Jon Kolstad, City Engineer Mike Rardin, WSN Engineer Dave Reese, Northland Press Reporter Bill Monroe, and Echo Publishing Reporter Theresa Bourke. There were approximately twelve 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 03R-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 – MOTION 03R-02-18 WAS MADE BY PATTY NORGAARD AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of February 12, 2018
2. City – Month End Revenue Report dated February 2018
3. City – Month End Expenditures Report dated February 2018
4. February 2018 Budget to Actual Analysis
5. Pledged Collateral Report dated February 28, 2018
6. LMC Liability Coverage Waiver Form
7. Police Report for Crosslake – February 2018
8. Police Report for Mission Township – February 2018
9. Memo dated March 5, 2018 from Chief Lee Re: Hiring Part-Time Officers
10. Memo dated March 5, 2018 from Chief Lee Re: Part-Time Officer Wages
11. Fire Department Report – February 2018
12. Memo dated February 21, 2018 from City Clerk Re: 2018-2019 Fire Service Contracts
13. North Memorial Health Ambulance Run Report – February 2018
14. Planning and Zoning Monthly Statistics
15. Planning and Zoning Commission Meeting Minutes of January 26, 2018
16. Public Works Commission Meeting Minutes of 12/4/17 and 2/5/18
17. Letter dated February 12, 2018 from County Engineer Re: Annual Bridge Inspections
18. Email dated February 27, 2018 from MPCA RE: 2017 Biosolids Annual Report
19. Pay Request #6 from Eagle Construction for the WWTF Improvements in the Amount of \$180,350.85
20. City County Township Roadway Maintenance and Construction Coordinating Meeting Minutes of January 29, 2018
21. EDA Meeting Minutes of 12/7/17, 1/4/18, and 2/1/18
22. Crosslake Roll-Off Recycling Report for February 2018
23. Waste Partners Recycling Report for January 2018
24. Resolution No. 18-07 Accepting Donations

25. Bills for Approval in the Amount of \$135,320.71
26. LG220 Application for Exempt Permit from The Lakes Foundation for Raffle
27. Additional Bills for Approval in the Amount of \$46,942.71

C. PUBLIC FORUM – None.

D. CRITICAL ISSUES

1. Doug Oster of 13600 County Road 16 addressed the Council and asked for their support to have the speed limit on County Road 16 from The Wharf to Moonlite Bay lowered. The speed limit is currently 55 mph. Mr. Oster stated that there are many walkers and bikers on this stretch of road and that the speed is a safety issue. Mayor Norgaard replied that MN DOT conducted a traffic study and the results are pending. Dave Schrupp suggested that the speed limits be reduced on County Roads 3, 16 and 103 where the highways connect with bike/walking trails. It was the consensus of the Council to support a lower speed limit if it is not decreased by MN DOT.

E. MAYOR'S REPORT

1. MOTION 03R-03-18 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO ACCEPT RESIGNATION OF PLANNING AND ZONING COMMISSIONER MARK LAFON AND TO APPOINT THE FOLLOWING MEMBERS TO THE COMMISSIONS: PLANNING AND ZONING COMMISSION: MARK LINDNER APPOINTMENT TO 1ST 3-YEAR TERM TO EXPIRE 1/31/21; PARK & RECREATION/LIBRARY: JOHN ANDREWS APPOINTMENT TO 1ST 3-YEAR TERM TO EXPIRE 1/31/21 AND JOE ALBRECHT APPOINTMENT TO 1ST 3-YEAR TERM TO EXPIRE 1/31/21. MOTION CARRIED WITH ALL AYES.

F. CITY ADMINISTRATOR'S REPORT

1. Mike Lyonais reported that the audit of 2017 financial statements was conducted last week and that the auditors will make presentation to the Council on Monday, April 9, 2018 at 6:00 P.M.
2. Jon Kolstad presented an application for a right of way vacation from Aaron and Shannon Patton of 15369 Daggett Pine Road. The Pattons purchased the property on September 29, 2016 and recently learned that the corner of their house encroaches into the public right of way. This was not disclosed in the sale of the property. Vacating a small portion of this private road, known as Daggett Court, is the best method to remove the encroachment. The applicant suggested extending the property line in a triangular direction to have a cleaner lot line, which is about 1,953 square feet. Both the Park and Recreation/Library Commission and the Public Works Commission recommended that an area of approximately 200 square feet be vacated. Mark Severson, attorney representing the applicants, stated that there has been no comment from adjacent property owners and that the right of way sees little use. Dave Schrupp suggested that the property owner is trying to acquire as much land as he can. Attorney Severson replied that this is not a land grab and that the property owner is attempting to resolve a problem that the City created years ago. The problem was not identified by staff when the City issued land use permits in 2011. MOTION WAS MADE BY DAVE SCHRUPP TO APPROVE VACATION OF AREA 10-FEET FROM HOUSE. MOTION DIED FOR LACK OF SECOND.

Property owner Aaron Patton told the Council that he is not trying to take as much land as he can and that he was shocked to learn that the house encroached into the right of way. MOTION 03R-04-18 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE ROAD VACATION AS PRESENTED BY THE PATTONS. MOTION FAILED WITH NEVIN AND HEACOX IN FAVOR AND NORGAARD AND SCHRUPP OPPOSED. The Council suggested that the Planning and Zoning Commission review the matter. P&Z Chairman Aaron Herzog stated that the Commission would be willing to make a recommendation to the Council. Jon Kolstad suggested that another fee of \$500 be waived for the property owner to resubmit the application. MOTION 03R-05-18 WAS MADE BY DAVE NEVIN AND SECONDED BY PATTY NORGAARD TO WAIVE THE \$500 FEE FOR REAPPLICATION TO THE PLANNING AND ZONING COMMISSION. MOTION CARRIED WITH ALL AYES.

G. COMMISSION REPORTS

1. PUBLIC WORKS/CEMETERY/SEWER

- a. MOTION 03R-06-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO ACCEPT THE LOW BID FOR 2018 STREET IMPROVEMENT PROJECT FROM ANDERSON BROTHERS CONSTRUCTION IN THE AMOUNT OF \$889,577.89. MOTION CARRIED WITH ALL AYES.
- b. MOTION 03R-07-18 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE SUPPLEMENTAL AGREEMENT FOR ADDITIONAL STUDY OF STORM SEWER TREATMENT OPTIONS AND THAT THE COST OF \$3,550 FOR THE WSN FEASIBILITY STUDY FOR CROW WING COUNTY AND CITY OF CROSSLAKE STORM WATER RETENTION SYSTEM BE SPLIT 50/50. Crow Wing County has already approved and signed the agreement. MOTION CARRIED WITH ALL AYES.
- c. The City received a request from Moonlite Bay Restaurant and the property owner at 37133 County Road 66 to hookup to the City sewer system. Both properties are outside the sewer district. Dave Schrupp reported that any expansion to the north of City Hall would be coordinated with the County's plans to completely remove and replace the road surface on County Road 66. The soonest this might happen is 2026. All costs to install the systems would be paid by the user. Bolton & Menk has determined that the current plant could handle the additional flow from these potential hookups and that the MPCA would need to approve the extension. MOTION 03R-08-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO ALLOW MOONLITE BAY RESTAURANT TO CONNECT TO THE CITY SEWER SYSTEM AND FOR MOONLITE BAY RESTAURANT TO PAY ALL FEES ASSOCIATED WITH THE CONNECTION. Planning and Zoning Commission Chairman Aaron Herzog stated that the Commission supports this decision. MOTION CARRIED WITH ALL AYES.

MOTION 03R-09-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY PATTY NORGAARD TO ALLOW LEE AND JAN FISCHER OF 37133 COUNTY ROAD 66 TO CONNECT TO THE CITY SEWER SYSTEM AND FOR THE LEES

TO PAY ALL FEES ASSOCIATED WITH THE CONNECTION. MOTION CARRIED 3-0 WITH DAVE NEVIN ABSTAINING.

- d. Mike Rardin of Bolton & Menk gave a brief update on the wastewater improvement project. Completion is scheduled for the end of August 2018.

H. PUBLIC FORUM – Dick Elmquist of 13543 Loveland Harbor had several concerns regarding the proposed extension of sewer services to Moonlite Bay and private property owner. Mr. Elmquist questioned whether Moonlite Square should hookup. Mr. Elmquist thought that the option to hookup should be allowed for other property owners along the stretch of County Road 66 from City Hall to Moonlite Bay and that the City should consider using big pipe to accommodate many users.

Sandy Melberg of 12644 Anchor Point Road stated that she is a member of the Park and Recreation/Library Commission and that the commission members agreed that the City should not vacate more land than is necessary for any right of way vacation request.

Dave Schrupp suggested that the Council bring sewer extension plans back to the table to study future needs. These have not been looked at in many years.

I. CITY ATTORNEY REPORT – None.

J. OLD BUSINESS – None.

K. NEW BUSINESS – None.

L. ADJOURN - The Mayor adjourned the meeting at 8:11 P.M.

Respectfully submitted by,



Charlene Nelson
City Clerk
City Clerk/Minutes/3-12-18

City of Crosslake

RESOLUTION 18-07

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
PAL Foundation	\$1,800.00	Roller for Groomer
Seth Jackson	\$25.00	Park Department
PAL Foundation	\$13.49	Coat Rack

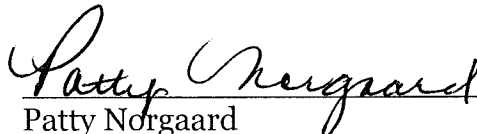
; and

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.

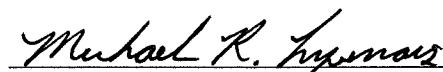
NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Crosslake that the donation(s) as described above are accepted as allowed by law.

Passed this 12th day of March, 2018.



Patty Norgaard
Mayor

ATTEST:



Michael R. Lyonais
City Administrator
(SEAL)

BILLS FOR APPROVAL
March 12, 2018

VENDORS	DEPT		AMOUNT
Ace Hardware, gloves, bulb	PW		36.16
Ace Hardware, headlamp	PW		119.98
Ace Hardware, triflow lube	Park		15.99
Ace Hardware, strips	Park		6.59
Ace Hardware, roller, paint brush	Gov't		13.58
Ace Hardware, propane	Cemetery		42.48
Ace Hardware, hardware	Fire		13.74
Ace Hardware, hardware	Fire		17.99
Ace Hardware, hardware	Fire		10.00
Ace Hardware, batteries, spray paint	PW		35.94
Ace Hardware, batteries	Park		10.58
Ace Hardware, transfer pump, hose	Sewer		172.97
Ace Hardware, faucet	Gov't		99.99
Ace Hardware, hardware	Sewer		11.56
Ace Hardware, hardware	Sewer		46.22
Ace Hardware, hardware	Sewer		91.01
Ace Hardware, torch, hardware	Sewer		175.21
Ace Hardware, hardware	Sewer		4.49
Ace Hardware, pipe wrench, tape, lighter, bracket	PW		57.93
Ace Hardware, tire repair kit, hand truck	PW		69.35
Ace Hardware, hardware	PW		20.07
Ace Hardware, hardware	PW		52.13
Ace Hardware, wrench set	Park		39.99
Ace Hardware, trash cans	PW		35.98
Ace Hardware, hardware	PW		25.87
American Door Works, door repair	PW		213.90
AW Research, water testing	Sewer		475.20
Baker and Taylor, books	Library		1,374.18
Banyon Data Systems, service order software	PW		1,190.00
Birchdale Fire & Security, install remote	Park		42.50
Birchdale Fire & Security, dvr and camera repair	Park		872.50
Birchdale Fire & Security, security monitoring	Gov't		119.50
BLAEDC, annual meeting	EDA		20.00
Blakeman, pump and clean sand trap	PW		210.00
Blue Cross Blue Shield, health insurance	ALL		22,581.00
Bolton & Menk, wwtp improvements	Sewer		6,194.25
Brainerd Hydraulics, pump	PW		437.73
Brainerd Hydraulics, hoses, couplers	PW		183.76
Breen & Person, legal fees	ALL		1,895.00
Brock White, masterseal	PW		123.73
Char Nelson, reimburse for concessions	Gov't	pd 3-6	51.40
City of Baxter, citation books	Police		107.25
City of Crosslake, sewer utilities	PW/Gov't		144.00
Clean Team, march cleaning	PW/Gov't		1,082.50
Council #65, union dues	Gov't		385.00

Crosslake Communications, phone, fax, cable, internet	ALL		1,436.02
Crosslake Rolloff, recycling	Gov't		2,695.00
Crow Wing County Highway Dept, fuel, salt/sand	ALL		7,343.38
Culligan, water and cooler rental	PW/Gov't		79.25
Deferred Comp	ALL		300.00
Delta Dental, dental insurance	ALL		1,563.70
Emergency Response Solutions, helmet	Fire		374.47
Emergency Response Solutions, suspenders	Fire		49.33
Fastenal, safety cones	PW		763.24
Fire Instruction & Rescue, incident command	Fire	pd 3-6	650.00
Fire Instruction & Rescue, nims training	Fire	pd 3-6	500.00
Fire Instruction & Rescue, emr quarterly training	Fire	pd 3-6	600.00
First Supply, seat cover	Park		24.42
Fortis, disability	ALL		650.84
Fyles, thaw sewer line	Park		185.00
Gopher Sign Company, trail signs	Park		186.20
Granite Electronics, chargers	PW		142.50
Guardian Pest Solutions, pest control	ALL		77.60
Gull Lake Glass, door switch receiver	Park		76.46
Heartland Tire, tire repair	PW		21.23
Jon Henke, reimburse mileage	Park		182.47
Kirvida Fire, replace discharge gauges	Fire		493.45
Kirvida Fire, replace replace connections	Fire		227.98
Lakes Gas, bulk lp	Park		175.74
Little Falls Machine, curb shoe, cutting edges, mushroom shoe	PW		1,777.15
Little Falls Machine, clevis pin, pivot bolt, nut, bolt	PW		254.88
Mail Finance, postage meter rental	Gov't		236.49
Maney International, truck repair, leaf spring	PW		1,457.79
Marco, copier lease	Park		230.23
Mastercard, Amazon, aed pads	Park		159.65
Mastercard, Amazon, headphones	Admin		21.98
Mastercard, Amazon, labels	Park		33.97
Mastercard, Axon, battery pack	Police	pd 2-22	156.00
Mastercard, BCA, tac workshop	Police	pd 2-22	25.00
Mastercard, Brainerd Tools, bobcat light	PW	pd 2-22	183.25
Mastercard, Comfort Inn, lodging	Sewer		274.20
Mastercard, DVS, vehicle tabs	PW		11.27
Mastercard, Fleet Farm, uniform	PW		176.91
Mastercard, MPCA, ww operations conference	Sewer		390.00
Mastercard, Ortiz, net repair kit	Park	pd 2-22	35.70
Mastercard, travel expenses	Park		215.30
Mastercard, travel expenses	Fire	pd 2-22	18.47
Menards, cabinets	PW		963.64
Menards, red oak board	Park		13.49
Mills Motors, truck repairs	PW		386.40
Mills Motors, truck repairs	PW		359.10
Mills motors, flush cooling system, replace heater core, gasket	PW		798.23
MN Life, life insurance	ALL		467.60

MN State Fire Chiefs Assn, training	Fire		235.00
MPCA, wastewater certification exam	Sewer	pd 2-20	55.00
Napa, mi25wash	Police		12.00
Nate Deshayes, reimburse travel expenses	Sewer	pd 3-6	203.45
National Rec and Park Assn, membership dues	Park		170.00
NCPERS-Life Insurance	ALL		112.00
NJPA, comp plan services	Gov't		1,000.00
Northland Press, meeting notice of 2/23	PZ		59.50
Northland Press, ad for bids	PW		165.75
Power Lodge, oil change kit	Park		42.99
Premier Auto, oil change	Police		57.37
Premier Auto, oil change	PW		60.55
Premier Auto, replace spark plugs and ignition coil	PW		369.93
Premier Auto, weather tech floor mats	Police		109.00
Premier Auto, oil change	Police		57.37
Reeds Market, water	Park		7.98
Seaberg Motorsports, camso steering limit	Park		119.95
Seaberg Motorsports, contactor	Park		105.95
Simonson Lumber, treated lumber	Park		11.68
Squad Pro, install zodiac accessories	Fire		3,174.87
Star Tribune, subscription	Library	pd 2-28	473.72
Steven Bailey, refund	Park		15.00
Symbol Art, badges	Police		310.00
Teamsters, union dues	Police	pd 3-6	194.00
Teresa Haines, reimburse for travel expenses	Fire	pd 3-6	280.74
The Office Shop, label tape	PZ/Admin		18.49
The Office Shop, mapping paper, mouse, tabs	PZ/Admin		173.61
University of MN, pass thru from NJPA for loon center	Gov't		3,840.00
US Bank, copier lease	ALL		156.00
USA Bluebook, cherne bendable plug	Sewer		315.00
USA Bluebook, hose, plugs, seals, bottles	Sewer		1,507.41
USA Bluebook, seals	Sewer		265.85
USA Bluebook, pump	Sewer		821.41
Verizon, m2m charges	Police	pd 2-22	38.52
Verizon, air card, ipad, and cell phone charges	ALL	pd 3-6	750.98
Waste Partners, trash removal	ALL		243.41
Watchguard, warranty, software maintenance	Police		1,791.70
WSN, 2018 road projects	PW		43,763.35
WSN, dream island bridge	PW		5,100.80
Xcel Energy, gas utilities	ALL		2,756.20
TOTAL			135,320.71

ADDITIONAL BILLS FOR APPROVAL
March 12, 2018

VENDORS	DEPT		AMOUNT
American Welding & Gas, wire brush, cut wheel, lens	PW		392.06
American Welding & Gas, nozzle, tip	PW		137.58
American Welding & Gas, wheel, tube, marker	PW		47.60
AW Research, water testing	Sewer		118.80
Blue Cross, health insurance	ALL		28,420.50
Crow Wing County Recorder, recording fee	PZ		66.00
Crow Wing Power, electric services	ALL		8,111.80
CTCIT, february it billing	ALL		900.00
Emergency Medical Products, tape, gauze, gloves	Fire		380.47
Emergency Response Solutions, helmet	Fire		374.47
Fastenal, side box and underbox	PW		1,184.37
Follett, software host	Library		1,042.50
Forum Communications, budget summary	Admin		165.75
Forum Communications, advertisement for bids	PW		114.75
Forum Communications, meeting notice of 3/23	PZ		29.75
Independent Testing Technologies, wwtp improvements	Sewer		1,535.00
Initiative Foundation, annual support	Gov't		1,650.00
Mastercard, Grainger, infection control kit	Gov't		134.83
Mastercard, travel expenses	Sewer		757.83
Northland Fire Protection, extinguisher service/maintenance	ALL		1,378.65
TOTAL			46,942.71