

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JULY 10, 2017
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, July 10, 2017. The following Council Members were present: Mayor Patty Norgaard, Dave Nevin, Gary Heacox, Dave Schrupp and Brad Nelson. Also present were City Administrator/Consultant Dan Vogt, Finance Director/Treasurer Mike Lyonais, City Clerk Char Nelson, Police Chief Erik Lee, Park Director Jon Henke, Land Service Supervisor Chris Pence, Crow Wing County Land Service Specialist Jon Kolstad, City Attorney Brad Person, City Engineer Mike Rardin, Northland Press Reporter Bill Monroe, and Echo Publishing Reporter Theresa Bourke. There were approximately seven 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 07R-01-17 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. CONSENT CALENDAR – MOTION 07R-02-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. SPECIAL COUNCIL MEETING MINUTES OF JUNE 12, 2017
2. REGULAR COUNCIL MEETING MINUTES OF JUNE 12, 2017
3. SPECIAL COUNCIL MEETING MINUTES OF JUNE 26, 2017
4. CITY – MONTH END REVENUE REPORT DATED JUNE 2017
5. CITY – MONTH END EXPENDITURES REPORT DATED JUNE 2017
6. JUNE 2017 BUDGET TO ACTUAL ANALYSIS
7. PLEDGED COLLATERAL REPORT DATED JUNE 30, 2017
8. MEMO DATED JULY 7, 2017 RE: TIF REIMBURSEMENT
9. POLICE REPORT FOR CROSSLAKE – JUNE 2017
10. POLICE REPORT FOR MISSION TOWNSHIP – JUNE 2017
11. FIRE DEPARTMENT REPORT – JUNE 2017
12. NORTH MEMORIAL AMBULANCE REPORT – JUNE 2017
13. PLANNING AND ZONING MONTHLY STATISTICS
14. PLANNING AND ZONING COMMISSION MEETING MINUTES OF MAY 26, 2017
15. PUBLIC WORKS COMMISSION MEETING MINUTES OF JUNE 5, 2017
16. LETTER DATED JULY 5, 2017 FROM CROW WING COUNTY HIGHWAY DEPARTMENT RE: FUTURE COUNTY HIGHWAY PROJECTS
17. CROSSLAKE PARK/LIBRARY COMMISSION MINUTES OF JUNE 28, 2017
18. CROSSLAKE ROLL-OFF RECYCLING REPORT FOR JUNE 2017
19. WASTE PARTNERS RECYCLING REPORT FOR MAY 2017
20. MEMOS FROM LEAGUE OF MN CITIES RE: LEGISLATORS OF DISTINCTION FOR 2017
21. GROUP TRANSIENT MERCHANT PERMIT FOR MN ASSISTANCE COUNCIL FOR VETERANS FOR RIB COOKOFF
22. RESOLUTION NO. 17-10 ACCEPTING DONATIONS

23. BILLS FOR APPROVAL IN THE AMOUNT OF \$140,518.48
24. MEMO DATED JULY 7, 2017 FROM CITY CLERK RE: REPURCHASE CEMETERY LOT AND
25. ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$55,865.08.
MOTION CARRIED WITH ALL AYES.

C. CRITICAL ISSUES –

1. Paul Bunyan Scenic Byway Association Representative Rod Nelson appeared before the Council to request support through membership fees. Mr. Nelson gave a brief description of the byway and how funds are used. The 54 miles of byway goes through 14 townships/cities and two counties. There are 21 byways in Minnesota, seven of which are distinguished as National. The Paul Bunyan Scenic Byway is one of them. The Byway strives to enhance the community and attract tourists. Although the membership renewal letter requested \$200, Mr. Nelson suggested that an annual fee of \$1,000 be added to the City's budget for 2018 and thereafter. Mike Lyonais made a note to add this item to the 2018 Budget meetings. MOTION 07R-03-17 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE NEVIN TO APPROVE \$200 FOR THE 2017 MEMBERSHIP FEE TO PAUL BUNYAN SCENIC BYWAY ASSOCIATION. MOTION CARRIED WITH ALL AYES.

D. MAYOR'S REPORT – The Mayor announced that the Crosslake Community School is fundraising for the new school building.

Mayor Norgaard read a prepared letter from herself to the Council regarding the need for a full-time City Administrator. MOTION 07R-04-17 WAS MADE BY PATTY NORGAARD AND SECONDED BY DAVE SCHRUPP TO NOTIFY DAN VOGT, CURRENT PART-TIME CONSULTANT, THAT THE CITY OF CROSSLAKE WILL BEGIN THE SEARCH FOR A FULL-TIME CITY ADMINISTRATOR/TREASURER, IN ACCORDANCE WITH MR. VOGT'S AGREEMENT THAT THE CITY PROVIDE A 90-DAY NOTICE FOR TERMINATING THE AGREEMENT AND TO ELIMINATE THE TREASURER/FINANCE DIRECTOR POSITION HELD BY MIKE LYONAI. Dave Nevin questioned the need for a search for a City Administrator because Mike Lyonais would do a great job in that position. Gary Heacox stated that he was in favor of moving forward with the appointment of Mike Lyonais to City Administrator and to use Dan Vogt as a consultant. Dave Schrupp noted that Mike Lyonais could apply for the position. Dan Vogt stated that he has worked for the City since March 2013 and that he has no issue with the City creating a full-time city administrator position. Mr. Vogt reported that he is working with the City of Nisswa to hire a city administrator. There were 89 applications and it has been narrowed down to three. Mr. Vogt is sure that Mr. Lyonais would be in the final three if he had applied for the position. The Council minutes from the day Mr. Lyonais was hired state that he could take on a managerial role. Mr. Vogt told the Council that the City of Pequot Lakes conducted a lengthy search for a city administrator and ended up promoting from within. MOTION FAILED WITH NELSON, NEVIN AND HEACOX OPPOSED.

MOTION 07R-05-17 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPOINT MIKE LYONAI AS FULL-TIME CITY

ADMINISTRATOR/TREASURER WITH A PERFORMANCE REVIEW TO BE COMPLETED IN FEBRUARY 2018, TO ADJUST WAGE AND TO COMPENSATE MR. LYONAI RETROACTIVELY TO 7/10/17 ONCE THE SPRINGSTED JOB CLASSIFICATION AND COMPENSATION STUDY IS RECEIVED, AND TO USE DAN VOGT AS CONSULTANT AS NEEDED. MOTION CARRIED WITH ALL AYES.

- E. PUBLIC FORUM** – Mark Wessels of 13336 East Shore Road appeared before the Council and stated that the Mayor should have discussed the issue of terminating agreements and eliminating positions with the Council before letting staff know of her intentions.

Chamber Representative Cindy Myogeto thanked the Scenic Byway for the tear-off maps that they provide to the community, announced that raffle tickets for the school house are available at the Chamber building, reported that the Chamber will be holding “Crosslake Night Out” on August 1st in conjunction with “National Night Out”, and gave numerous thank you’s to everyone that helped with the fireworks on July 1st.

Marcia Prescott of 34336 West Shore Drive appeared before the Council to report that the parking on West Shore Drive at the public access by her home has become a safety hazard and asked the Council for help. Chief Lee replied that there are not many alternative parking areas but that he would work with Public Works Director Ted Strand to find a solution.

F. CITY ADMINISTRATOR’S REPORT

1. MOTION 07R-06-17 WAS MADE BY BRAD NELSON AND SECONDED BY DAVE NEVIN TO RELINQUISH CITY POWERS TO CONDUCT LOCAL BOARD OF APPEAL AND EQUALIZATION BOARD. Brad Nelson stated that two hours of training was not enough to determine property values. Dave Schrupp agreed. MOTION CARRIED WITH ALL AYES.
2. Mike Lyonais thanked the Council for their support in his new role and explained the resolution before them regarding reimbursement bonds and how they work. MOTION 07R-07-17 WAS MADE BY BRAD NELSON AND SECONDED BY GARY HEACOX TO APPROVE RESOLUTION NO. 17-11 ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE. MOTION CARRIED WITH ALL AYES.
3. Dan Vogt reported that the City received a complaint regarding ADA issues at area businesses. Mr. Vogt suggested that the City contract with an ADA specialist from another community to sign off on any land use permits from businesses to verify that they are ADA compliant.
4. MOTION 07R-08-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO HOLD A BUDGET WORKSHOP ON TUESDAY, AUGUST 8, 2017 AT 6:00 P.M. IN CITY HALL. MOTION CARRIED WITH ALL AYES.

Dan Vogt thanked the Council, staff and community for their support during his time in Crosslake.

G. COMMISSION REPORTS

1. PLANNING AND ZONING

- a. Chris Pence reported that a comment period was held from 5/15/17 to 6/19/17 and a Public Hearing was held on 6/23/17 for the proposed changes to Chapter 26 Land Use Ordinance. No comments were received. The changes were minimal. The Planning and Zoning Commission was in favor of the changes. Mayor Norgaard stated that she attended the public hearing and that the information was straight forward. MOTION 07R-09-17 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE ORDINANCE NO. 344 AS PRESENTED. MOTION CARRIED WITH ALL AYES.
- b. MOTION 07R-10-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO PUBLISH THE SUMMARY OF ORDINANCE NO. 344 IN OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.

2. PUBLIC SAFETY

- a. Chief Lee requested permission to purchase radar signs for the City. Two permanent signs would be placed on Daggett Pine Road on either side of the Community Center. Two additional signs would be portable and placed throughout the City in various locations. The Police Department will spend forfeiture funds to cover the cost of three signs and the Park Department will purchase the fourth sign. MOTION 07R-11-17 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE PURCHASE OF FOUR RADAR SIGNS AT AN ESTIMATED COST OF \$14,350. Brad Nelson stated that the signs also include software that tracks speeds and traffic counts. MOTION CARRIED WITH ALL AYES.

Chief Lee reported that Mission Township has approved the purchase of a radar sign for their community and asked that it be included in Crosslake's order. Mission Township would then reimburse the City for the cost. It was the consensus of the Council to approve the purchase of a radar sign for Mission Township and to allow Mission Township to reimburse the City.

- b. Chief Lee presented an ordinance amendment related to offenses and nuisances. The Chief reported that he has received numerous noise complaints in residential and commercial areas and that noise violations are not included in the City Code. Violators would receive a \$75 citation for each occurrence. There was recently a complaint about noise coming from boaters on the lake. Chief Lee stated that the City does not have jurisdiction on the lake. MOTION 07R-12-17 WAS MADE BY BRAD NELSON AND SECONDED BY DAVE SCHRUPP TO APPROVE ORDINANCE NO. 345 AMENDING CHAPTER 30 OFFENSES AND NUISANCES. MOTION CARRIED WITH ALL AYES.
- c. MOTION 07R-13-17 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE ORDINANCE NO. 346 ADDING AN ADMINISTRATIVE FINE FOR NOISE VIOLATIONS. MOTION CARRIED WITH ALL AYES.

1. MOTION 07R-14-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO PUBLISH THE SUMMARY OF ORDINANCE NO. 346 IN OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.
- d. MOTION 07R-15-17 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO APPROVE RESOLUTION NO. 17-12 ADDING FEE TO ADMINISTRATIVE FINE SCHEDULE. MOTION CARRIED WITH ALL AYES.
- e. Chief Lee reported that NJPA approved the application and presentation for funding for the Crow Wing County Unmanned Aerial System. The program will be managed by the Crow Wing County Sheriff's Office, Division of Emergency Management along with Baxter and Brainerd Police Departments and Brainerd and Crosslake Fire Departments. The drone will be used for search and rescues, fires, and storms throughout the County. The Crosslake Fire Department will be the home for two of the drones. The Crosslake Fire Relief Association is outfitting the Police Department's 2008 Ford Expedition that was removed from service May 2017.

Chief Lee thanked Dan Vogt for his service to the City and congratulated Mike Lyonais on his new appointment.

3. PARK & RECREATION/LIBRARY

- a. Jon Henke reported that 50% of the cost for the radar sign will be paid by Park and Rec funds and 50% will be paid by Library funds. The Park received \$350 in donations towards the purchase of the sign.

Jon Henke gave brief updates on Community Center activities including the Library book sale, Crosslake Conversations, Literature Comes Alive, Crosslake Art Show, 2ns Annual Whitefish Warrior Adventure Run, South Bay Park, Essentia Health tree donation, and painting courses.

4. PUBLIC WORKS/CEMETERY/SEWER

- a. MOTION 07R-16-17 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE NEVIN TO APPROVE THE FOLLOWING QUOTES FOR SERVICES: NEW WELL CONSTRUCTION AT WWTF TO BLUE WELLS INC AT A COST OF \$68,395, LINE STRIPING PROJECT TO LINESCAPE LINESTRIPING AT A COST OF \$16,920, AND ROAD PATCHING TO ANDERSON BROTHERS CONSTRUCTION COMPANY AT A COST OF \$45,223.21. Mike Lyonais noted that the City will be receiving approximately \$39,000 from the State for road maintenance. MOTION CARRIED WITH ALL AYES.
- b. MOTION 07R-17-17 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO APPROVE THE REQUEST FROM THE SIEMERS FAMILY TO HOOK UP THEIR CAR WASH TO THE MUNICIPAL SEWER SYSTEM WITH THE FOLLOWING CONDITIONS: 1.) COMMERCIAL HOOK UP FEE OF \$6,500 BE PAID BY SIEMERS FOR HAND-HELD, SELF-SERVICE CAR WASH. IF UPGRADES TO AUTOMATED WASH BAYS, ADDITIONAL HOOK-UP FEES WOULD BE REQUIRED. 2.) ALL CONSTRUCTION COSTS AND RESTORATION COSTS TO BE PAID BY SIEMERS. 3.) CITY ENGINEER

REVIEW AND APPROVE CHEMICALS TO BE USED AT THE CAR WASH AS IT RELATES TO PROCESSING THROUGH THE SEWER TREATMENT PLANT. 4.) PERMANENT FLOW METER BE INSTALLED TO DETERMINE VOLUME. 5.) RANDOM EFFLUENT CONTENT TESTING BE CONDUCTED BY CITY STAFF TO DETERMINE CHEMICAL CONTENT, 6.) RELATED COSTS TO TESTING BE PAID BY SIEMERS. AND 7.) ONLY EFFLUENT TO BE PROCESSED BY SEWER TREATMENT PLANT. City Engineer Mike Rardin reported that the connection fees were reduced because the applicant changed from a full-service carwash to a self-service car wash which usually uses minimal gallons of water. MOTION CARRIED WITH ALL AYES.

- c. Attorney Person reported that he continues to work on easements for Dream Island Bridge Project and noted that there is more urgency to settle now that the State has approved funding for the project.

H. CITY ATTORNEY REPORT – None.

I. PUBLIC FORUM – None.

J. OLD BUSINESS – Dave Nevin asked that the Council revisit the park dedication fee for the housing development in Town Square. MOTION 07R-18-17 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO WAIVE THE PARK DEDICATION FEES FOR THE HOUSING DEVELOPMENT IN TOWN SQUARE OF TOWNHOMES AND APARTMENTS UP TO THE COST OF THE PARK WHICH WILL BE DEVELOPED BETWEEN THESE STRUCTURES AND PENDING RECEIPT OF A COST ESTIMATE OF THE PARK AND PARK PLANS.

Mark Wessels of 13336 East Shore Road noted that the ordinance allows the Council to choose 10% land or cash in lieu of land for park dedication and that the park development at the housing project could be considered land. Mr. Wessels stated that there should be a guarantee that the park remains a park forever.

A lengthy discussion ensued regarding whether to waive the park dedication fees completely. Attorney Person stated that it would be appropriate to put conditions such as the park must remain a park on the Conditional Use Permit granted by the Planning and Zoning Commission. Dave Schrupp stated that he would like to see the plan for the park before a decision is made. Patty Norgaard stated that the Park Department would not benefit from this decision. Brad Nelson stated that creating green space should be a good precedent to set and the developer should be awarded. Dave Nevin added that the approval would be subject to receiving a cost estimate and plan of the proposed park.

Jon Henke stated that the decision was up to the Council but warned them that the City would be sued if the Council arbitrarily decided who would get a discount and who wouldn't. Mr. Henke added that the apartments may never be built. Jon Kolstad stated that the preliminary and final plat would go before the Planning and Zoning Commission on August

25 for approval and that the park dedication fees needed to be set by that date. Conditions of the park dedication fees could be addressed in the Conditional Use Permit. MOTION CARRIED WITH ALL AYES.

K. NEW BUSINESS – None.

L. ADJOURN – MOTION 07R-19-17 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO ADJOURN THE MEETING AT 8:50 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
City Clerk
City Clerk/Minutes/7-10-17

City of Crosslake

RESOLUTION 17-10

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
Frestedt	\$100.00	Tax Help Program
Anonymous	\$40.00	Senior Meals
PAL Foundation	\$1,783.40	Community Garden, Bridge Rental, US Flags, Pickleball Courts, Whitefish Warrior Expenses

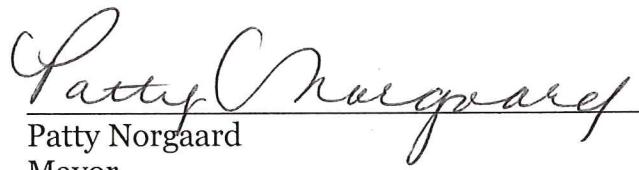
; and

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 10th day of July, 2017.



Patty Norgaard
Mayor

ATTEST:



Charlene Nelson
City Clerk
(SEAL)

BILLS FOR APPROVAL

July 10, 2017

VENDORS	DEPT	AMOUNT
AAA Equipment, replace fuel	PW	46.75
Ace Hardware, rakes	PW	23.98
Ace Hardware, cord reel	Park	9.99
Ace Hardware, tarps, nail pegs	Sewer	193.68
Ace Hardware, flag	Park	36.99
Ace Hardware, bulb recycling	Park	28.00
Ace Hardware, keys, claw hammers	Park	21.17
Ace Hardware, wasp killer	PW	146.12
Ace Hardware, filters, oxygen cuft	Sewer	69.63
Ace Hardware, blade, magnetic driver	PW	23.57
Ace Hardware, rugs	Cemetery	40.18
Ace Hardware, hardware	PW	81.94
Ace Hardware, bug spray	PW	27.95
Ace Hardware, filter	PW	2.99
Ace Hardware, bulbs	Sewer	91.94
Ace Hardware, hardware	Sewer	168.46
Ace Hardware, bug repellent	Park	7.99
Ace Hardware, hardware	Sewer	9.56
Ace Hardware, cable ties	PW	44.95
Ace Hardware, hardware	PW	6.99
Ace Hardware, extension ladder, pipe wrench	Sewer	182.77
Ace Hardware, screws, bits	Park	7.66
Ace Hardware, drain	Sewer	3.99
Ace Hardware, socket set	Park	32.99
Ace Hardware, timer, cord, hardware	PW	77.93
Ace Hardware, pocket knife	Sewer	34.38
Ace Hardware, faucet	Sewer	99.99
Ace Hardware, keys, cable, wire	Fire	81.61
Applied Concepts, cables, latch	Police	493.00
Aspen Mills, jacket	Police	198.50
AW Research, water testing	Sewer	3,495.20
Axon, cartridge	Police	441.00
Baker & Taylor, books	Library	355.52
Birchdale Fire & Security, quarterly monitoring	PW	105.00
BLAEDC, government funding	EDA	3,700.00
Blue Cross Blue Shield, health insurance	ALL	20,259.00
Bolton & Menk, engineering services	ALL	1,750.00
Bolton & Menk, engineering services	Sewer	20,069.50
Brainerd Hydraulics, hoses, parts	PW	209.64
Breen & Person, legal fees	ALL	2,825.00
Brians Welding, broom repair	PW	825.05
Build All Lumber, microlam, treated lumber	PW	414.62
Build All Lumber, microlam lf	PW	143.52
Char Nelson, reimburse mileage	Sewer	27.82
City of Crosslake, sewer utilities	PW/Gov't	90.00

CMI, repair intoximeter	Police		145.41
Council #65, union dues	Gov't		385.00
Crosslake Communications, phone, fax, cable, internet	ALL		1,502.98
Crosslake Rolloff, recycling	Gov't		2,695.00
Crosslake Rolloff, roll off box	PW		468.00
Crow Wing County Highway Dept, fuel	ALL		2,288.85
Crow Wing County Recorder, filing fees	PZ		138.00
Crow Wing Power, electric services	ALL	pd 6-16	5,894.79
Culligan, water and cooler rental	PW/Gov't		76.25
Dacotah Paper, janitorial supplies	Park		297.43
Deferred Comp	ALL		300.00
Delta Dental, dental insurance	ALL		1,522.15
DJV Consulting, june/july services	Admin		1,087.50
Emergency Response Solutions, scba tics	Fire		7,200.00
Fastenal, vests, hardware	PW		194.10
Fastenal, drill impact driver, blades, tape measures, saw kit	PW		695.09
Ferguson Waterworks, transceiver, batteries	Sewer		3,087.41
Fire Instruction & Rescue, lp and car fire emergencies	Fire	pd 6-16	1,400.00
Fortis, disability	ALL		519.39
Granite Electronics, codeplug build	Fire		255.00
Granite Electronics, minitor single freq	Fire		468.00
Graphic Element, book sale signs	Library		240.00
Guardian Pest Solutions, pest control	ALL		77.60
Hawkins, chemicals	Sewer		864.60
Heartland Tire, tire	Park		102.95
Hibbing Community College, defensive tactics training	Police		450.00
Holden Electric, fix well	Cemetery		911.95
Holden Electric, replace motor in tank	Sewer		959.89
Intoximeters, mouthpieces	Police		38.00
Jon Henke, reimburse mileage	Park		32.08
Keepsrs, uniform	Police		28.96
Keepsrs, uniform	Police		28.96
Kellys Towing, fire training cars	Fire		300.00
Lakes Area Rental, trimmer line	Park		16.95
Lakes Heating & Cooling, a/c repair	PW		303.00
Little Falls Machine, labor on underbody	PW		184.80
Marco, copier lease	Park		230.23
Mastercard, Best Buy, tv	Park		129.44
Mastercard, Get a Room.com, lodging	Sewer	pd 6-27	416.82
Mastercard, POST, license renewal	Police		92.24
Mastercard, Sirchie, drug testing kits	Police	pd 6-22	126.82
Mastercard, Chemspsa, gym equipment wipes	Park	pd 6-22	539.21
Mastercard, Learn 365, summer reading club	Park		204.52
Mastercard, Office Max, toner, file folders, paper	PW		146.11
Mastercard, Oriental Trading, toys	Park		28.25
Mastercard, Pickleball Central, nets	Park		499.98
Mastercard, The Home Depot, dewalt 20v framing nailer	PW		430.42
Mastercard, travel expenses	Police		297.90
Mastercard, travel expenses	Police	pd 6-22	34.41

Mastercard, Vintage Technologies, battery charger	Police		194.38
Menards, hd rounddrive, fuel premix, ball system, hardware	PW		194.34
Menards, sewage pumps, grinder pumps	Sewer		1,780.96
Menards, sewage pump, hardware	Sewer		402.88
Menards, utility pump alarm, hardware	Sewer		141.34
Metro Sales, copier maintence, color copies	ALL		591.40
Midwest Machinery, arm, wheel, axle	Park		98.92
Midwest Machinery, chain	PW		113.04
Midwest Machinery, axle housing repair	PW		8,819.73
Midwest Machinery, a/c repair	Park		1,011.31
Midwest machinery, bolts, nuts, tire, knife, hammer	PW		1,002.10
Mike Lyonais, reimburse mileage	Admin	pd 6-27	139.10
Miranda Graceffa, fish frenzy program	Library		200.00
MMUA, quarterly safety program dues	Gov't		2,625.00
MN Life, life insurance	ALL		450.80
Motorola, radio	Police		3,740.75
MR Sign, address number signs	PW		144.79
Municode, annual web hosting	Gov't		800.00
National Independent Health Club Assn, membership dues	Park		399.00
NCPERS-Life Insurance	ALL		80.00
Neofunds, postage meter rental	ALL		700.00
NLES, childrens program	Library		480.00
North Central Lawn Care, field rotor	Park		255.00
Northland Press, meeting notice of 6/23	PZ		68.00
Northland Press, ordinance 343	PZ		76.50
Oriental Trading, halloween party	Park		57.35
Paper Storm, document shredding	Admin		63.34
Patty Norgaard, reimburse travel expenses, hose	Gov't		533.91
Pine River DMV, tax, title, license	Police	pd 6-22	1,910.53
Planning and Zoning Commissioners, 2nd quarter meetings	PZ		1,400.00
Premier Auto, oil change	Police		31.39
Premier Auto, oil change	Police		57.37
Premier Auto, brake repair	Police		435.72
Premier Auto, oil change	Police		39.59
RDJ Specialties, public education	Fire		2,698.10
Ritter & Ritter Sewer Services, clean sand filters	Sewer		812.50
Simonson Lumber, pontoon deck repair	Park		104.96
Simonson Lumber, 2x4	Library		36.40
Smart Sign, signs	Park		437.00
Squad Pro, remove cage, reroute wiring	Fire		78.00
Squad Pro, remove equipment from old squad, replace speaker	Police		532.00
Teamsters, union dues	Police		206.00
Thelen Heating, replace capacitor	Park		368.00
The Office Shop, name plates	PZ		29.14
Ultimate Safety Concepts, turnout gear wash	Fire		282.76
University of Minnesota, raptor education program	Library		949.88
US Bank, copier lease	ALL		156.00
Verizon, ipad, air card and internet charges	ALL		342.54

Verizon, cell phone charges	ALL		662.63
Waste Partners, trash removal	ALL		238.43
WSN, engineering fees	PW		7,006.20
Xcel Energy, gas utilities	ALL		346.44
Ziegler, forks	PW		850.00
TOTAL			140,518.48

ADDITIONAL BILLS FOR APPROVAL
July 10, 2017

VENDORS	DEPT		AMOUNT
AW Research, water testing	Sewer		180.90
Bolton & Menk, engineering services	Sewer		42,630.00
Clean Team, july cleaning	PW/Govt		1,082.50
Crow Wing Auto Body, remove decals	Police		270.00
Crow Wing Power, electric service	ALL		8,000.00
CTC I.T., june 2017 i.t. labor	ALL		750.00
Lakes Printing, flyers	Park		192.75
LMC Insurance, insurance	Gov't		472.00
Mastercard, Office Max, markers, cd's	Police		20.26
Mastercard, Post Office, postage	Park		15.74
Midwest Machinery, coupling	PW		15.68
Midwest Machinery, I-hammer, bolt, nut, wheel kit	PW		772.70
Moonlite Square, fuel, batteries	Park/Fire		52.55
Pinnacle Property Management, stump removal	PW/Park		500.00
Premier Auto, tire repair	Fire		15.00
Watch Guard, body camera	Police		895.00
TOTAL			55,865.08

**RESOLUTION NO. 17-11
CITY OF CROSSLAKE**

**RESOLUTION ESTABLISHING PROCEDURES
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND
REGULATIONS UNDER THE INTERNAL REVENUE CODE**

BE IT RESOLVED by the City Council (the "Council") of the City of Crosslake, Minnesota (the "City"), as follows:

1. Recitals.

- (a) The Internal Revenue Service has issued final Treasury Regulations Section 1.103-18 (the "Regulations") dealing with reimbursement bond proceeds, which would include those proceeds of the City's bonds to be used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.
- (b) The Regulations generally require that the City make a prior declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of subsequent borrowings, that such declaration generally be made on or before the date the expenditure is actually paid, that the bonding occur and the reimbursement allocation be made from the proceeds of such bonds within one year of the payment of the expenditure (or not later than one year after the project is placed in service, if that is a longer period), and that the expenditure be a capital expenditure.
- (c) The City desires to comply with the Regulations and to establish certain procedures relating thereto.
- (d) The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application, to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have made an official declaration of its reasonable intention (hereinafter referred to as the "Official Intent Declaration" or the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequent bonds or other borrowings. The Council hereby authorizes the Finance Director to make the City's Official Intent Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

- (a) Each Declaration shall be made on or before the date the City pays the applicable project cost and shall state that the City reasonably intends and expects to reimburse itself for the expenditure with proceeds of a borrowing. Each Declaration may be made substantially in

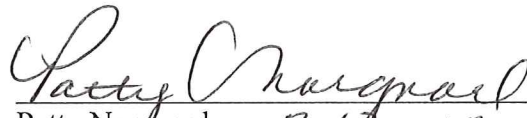
the form of the "Declaration of Official Intent" which is attached to and made a part of this Resolution.

- (b) Each Declaration shall specifically contain the following statement: "This Declaration is a declaration of official intent under Treasury Regulations Section 1.103-18.11."
- (c) Each Declaration shall and is hereby declared to be made and filed in the publicly available official books, records, or proceedings of the City, which shall be reasonably available for public inspection at City Hall during normal business hours of the City on every business day during the period beginning on the earlier of 10 days after the making of the Declaration or the date of issuance of the reimbursement bonds and ending on the day after the issuance of such bonds.
- (d) Each Declaration shall, at a minimum, contain a general functional description of the property, project, or program for which the expenditure to be reimbursed is paid or, in the alternative, shall identify the particular fund or account of the City from which the expenditure to be reimbursed is paid, including a description of the general functional purpose of that fund or account.
- (e) Each Declaration shall also contain a statement of the maximum principal amount of debt expected to be issued for the subject project.
- (f) Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City does not reasonably expect that it will ultimately issue reimbursement bonds to provide long-term financing for the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the city concerning the requirements of the Regulations in general and their application in particular circumstances. It is the Council's intention that Declarations not be made (i) when available funds of the City have been or are reasonably expected to be dedicated or otherwise reserved to fund on a long-term basis the particular expenditures involved or (ii) when it is not reasonably expected that reimbursement bonding will occur.
- (g) The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Official Intent Declarations, including recommendations on the timing of the issuance of such bonds so that the "reimbursement allocation" described in the Regulations and in paragraph 3 below can be made within the 1 year time limits prescribed in the Regulations.
- (h) This Resolution shall supplement and amend all prior determinations and policies adopted by the City in regard to complying with the Regulations, as initially proposed, and in the event of any inconsistency between the terms provided in this Resolution and said prior determinations or policies, the provisions of this Resolution shall govern.

3. Reimbursement Allocations. The designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of reimbursement bond proceeds to reimburse the source of temporary

financing used by the City to make payment of the prior expenditure. Each allocation shall be evidenced by an entry on the official books or records of the City maintained for such reimbursement bonds; shall specifically identify the actual prior expenditure being reimbursed or, in the case of the reimbursement of a particular fund or account, the fund or account from which the expenditure was paid; and shall be effective to relieve the bond proceeds involved from any restriction under the bond resolution or other relevant legal documents for those bonds and under any applicable state statute applicable to unspent proceeds of such bond issue.

Adopted this 10th day of July 2017, by the Crosslake City Council.


Patty Norgaard 7-10-17
Mayor

ATTEST:


Charlene Nelson
City Clerk

**CITY OF CROSSLAKE
RESOLUTION NO. 17-12**

RESOLUTION ADDING FEE TO ADMINISTRATIVE FINE SCHEDULE

WHEREAS, the City of Crosslake has just authorized the use of administrative fines.

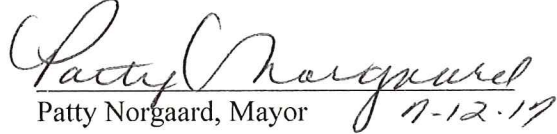
WHEREAS, the Council must set a fine schedule to implement said ordinance.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE,
MINNESOTA, AS FOLLOWS:**

See Attached list of offenses, fines and ordinance references.

Adopted by the City Council of the City of Crosslake on July 10, 2017.

Approved:


Patty Norgaard, Mayor 7-12-17

Attested:


Charlene Nelson, City Clerk

Proposed Administrative Fines

Offense	Amount of Fine	Ordinance Reference	
Abandoned Motor Vehicle	\$75	Chapter 30, Article V	Sec 30-104
Littering, dumping	\$75	Chapter 30, Article II	Sec 30-23
Construction without a permit	\$75	Chapter 26, Article 3	Sec 26-68 (1)
Failure to follow Conditions of Approved Variance/CUP	\$75	Chapter 26, Article 7 & 8	Sec 26-195 Sec 26-226 (3)
Earth Moving without permit	\$75	Chapter 26, Article 21	Sec 26-574 (1)
Erosion control	\$75	Chapter 26, Article 20	Sec 26-549
Unfinished Construction Project	\$75	Chapter 26, Article 3	Sec 26-70
Sign Violation	\$75	Chapter 26, Article 33	Sec 26-863
Septic Violation	\$75	Chapter 26, Article 31	
Public Property Infringement	\$75	Chapter 32, Article II	Sec 32-36
Land Use Ordinance Violation	\$75	Chapter 26	
Noise	\$75	Chapter 30	Sec 30-107

Sec. 30-104. - Abandonment of motor vehicles.

It is unlawful for any person to abandon a motor vehicle on any public or private property without the consent of the person in control of such property. For the purpose of this section, a "motor vehicle" is as defined in M.S.A. ch. 169.

Sec. 30-23. - Dumping.

a) It is unlawful for any person to throw or deposit on public property any nails, dirt, glass or glassware, cans, discarded cloth or clothing, metal scraps, garbage, leaves, grass or tree limbs, paper or paper products, shreds or rubbish, oil, grease or other petroleum products, or to empty any water containing salt or other injurious chemical thereon.

b) It is a violation of this section to place or store any building materials or waste resulting from building construction or demolition on public property without first having obtained a written permit from the council.

Sec. 26-68 Application for a Permit

(1) **Scope of work subject to permitting.** Prior to engaging in any land use activity regulated under the provision of this Chapter, the owner of the property shall make application for the necessary permit or permits required by this Chapter. A permit or fee is not required for inside or outside residential maintenance provided the exterior dimensions of the structure remain the same.

Sec. 26-195 Revocation of Conditional Use Permit

The Planning Commission/Board of Adjustment, subsequent to a public hearing, may revoke a conditional use permit if any conditions imposed as part of granting the conditional use permit request, are violated.

Sec. 26-226 Conditions May Apply

(1) If the variance criteria in Section 26-225 have been met, the Planning Commission/Board of Adjustment, in approving any such application, may require additional conditions and mitigating requirements to protect the public health, safety, or the environment, as may be reasonable under all circumstances concerned therewith, to be imposed as a condition for granting of the permit that shall fulfill the purposes of this Chapter. A condition must be directly related to and must bear a rough proportionality to the impact created by the variance. Such conditions may include, but are not limited to, the following:

- a) Mitigation actions to off-set environmental consequences of variance approval according to Articles 19 and
- b) Increased setbacks from the ordinary high water level;
- c) Limitations on the natural vegetation to be removed or the requirement that additional vegetation be planted according to Article 19;
- d) Special provisions for the location, design, size and use of allowed structures, sewage treatment systems, and vehicle parking areas;
- e) Performance security as prescribed in Section 26-72 of this Chapter.
- f) Extension of the time frame upon which the variance must be substantially completed.

(2) The Department may conduct follow up inspections as necessary to insure that the conditions established by the Board of Adjustment are met.

(3) Failure to comply with variance conditions as imposed by the Planning Commission/Board of Adjustment is a violation of this Chapter punishable under Section 26-71.

Sec. 26-574 Applicability and Permits

(1) The standards in this Article shall apply to all dirt moving activities within the City. Except as specified in 2, a through j below, dirt moving activities shall require permits and may require a site plan, scope of work, and additional supporting documents including, but not limited to, surveys, wetland delineation reports, engineered grading plans with profile view, engineered drainage plans including erosion and sediment control and stormwater management plans according to Article 20 of this Chapter.

Sec. 26-549 General Standards

(1) All Stormwater plans shall be designed for permanent on-site treatment of one inch of stormwater runoff on all impervious surface coverage on the lot. This means that a volume of water equal to one inch multiplied by the area of impervious surface must be treated. Preference should be given to volume reduction techniques that include infiltration basins, rain gardens, enhanced infiltration swales, filter strips, disconnected impervious areas, soil amendments, bioretention, and other approved volume reduction techniques. The plan shall be approved by the Department and effectively implemented.

(2) Approved permits that create over 10,000 square feet of new impervious surface on a lot and for all plats, the Department shall require the applicant to submit a plan for permanent on-site treatment of one inch of stormwater runoff designed by a Minnesota-licensed professional engineer.

(3) All stormwater management systems shall be capable of safely passing a 100 year-24 hour storm event, including grassed swales, grit chambers, vegetated filter strips, bioretention areas, off-line retention areas, and natural depressions for infiltration, is required before the runoff leaves the project site or enters surface waters. Constructed storm water outfalls to public waters must provide for filtering or settling of suspended solids and skimming of surface debris before discharge.

(4) All management technologies must be consistent with the most current version of the Minnesota Stormwater Manual, which is incorporated herein by reference.

(5) Performance security as specified in Sec 26-72 may be required to assure implementation of stormwater plan recommendations or designs. For engineered designs, certification that installation meets the design standards must be received from the design engineer before the performance security will be released.

(6) A minimum 12-foot wide driveway from the nearest road right-of-way to the principal structure must be included in the impervious surface coverage calculation unless the driveway is constructed with approved pervious materials. The Department shall use actual on-site driveway dimensions if such data is provided by the applicant.

(7) The Department may give credit for up to 100% of the area covered by a permeable surfacing system as pervious surface if it is designed and inspected by a Minnesota-licensed professional engineer and is certified annually to the Department that it is functioning as a pervious surface. Best management practices shall be followed in design, installation, and maintenance as found in the latest Minnesota Stormwater Manual, subject to the following standards:

a) No credit may be given for a permeable pavement system in a shore or bluff impact zone, except as otherwise allowed for watercraft access ramps;

b) The base of the installed permeable pavement system must have a minimum of three feet separation from the seasonally saturated soils or from the bedrock unless there is an outlet to another stormwater treatment area; and

c) The design of a permeable pavement system must allow the infiltration of one inch of stormwater on the pavement surface.

Sec. 26-70 Expiration of Permits

All permits are valid for a period of two years from the date of approval, unless otherwise specified. Permits are transferrable to future landowners provided the two year time limit is not exceeded.

Sec. 26-863 Administration

(1) Permit required. With the exception of signs listed in Section 26-863 (2) below, no sign shall be erected, altered, reconstructed, maintained or moved in the city without first securing a permit from the Department.

(2) Exemptions. The following signs shall not require a permit:

- a) The changing of the display surface on an existing painted or printed sign.
- b) On-premises real estate and contractor/financial/institutional signs six square feet or less in size.
- c) Campaign signs.
- d) Generic real estate, off-premises directional signs.
- e) No more than two off-premises directional signs for public and non-profit organizations shall be allowed. Signs shall not exceed 2 square feet in size and shall not be illuminated.
- f) Signs advertising the sale or lease of the real property upon which the sign is displayed.
- g) Signs identifying the property owner and/or tenant and /or facility name located on the premises in a residential district.
- h) Holiday decorations. Decorations or banners, and similar items used to celebrate holidays.
- i) "Private Property" signs; "No Hunting" signs; on-site directional, regulator and parking signs; and 911 address signs, street signs, or warning signs. Such signs shall not be considered in calculating the sign area of permitted signs. No such signs shall exceed three square feet in area, and shall not exceed eight feet in height.
- j) Historical signs. No historical signs shall exceed eight square feet in area and shall not exceed eight feet in height. No sign shall be recognized as an historical sign unless authenticated in writing from the Crosslake Area Historical Society recognizing the historical significance of the event, structure, or site being memorialized.
- k) Garage/yard sale signs.
- l) Two temporary signs for community events (not to exceed 30 sq ft total) which shall be removed no later than 10 days after the event.
- m) Temporary commercial signs allowed in Section 26-865 (9) below.

(3) Prohibited signs. The following signs are prohibited:

- a) Any sign, signal, marking or device which is an imitation of or resembles any official traffic control device or emergency vehicle signal, or which attempts to direct the movement of traffic or which hides from view or interferes with the effectiveness of any official traffic-control device;
- b) New commercial billboards erected after March 1 2015 except for a Multi-Business Pylon Sign pursuant to Section 26-864 (18) of this ordinance;
- c) Signs with flashing or blinking lights;
- d) Moving or stationary searchlights;
- e) All new private off-premises signs advertising a business or commercial service;
- f) Signs painted, attached, or in any other manner affixed to trees, rocks, or similar natural surfaces, or attached to public utility poles, bridges, towers, or similar public structures;
- g) Roof-mounted signs;
- h) Electronic changing message signs;
- i) Real estate directional signs that are not white with black letters reading "Property for Sale" with a black, directional arrow not to exceed a total of three square feet in size;
- j) Notwithstanding part (2) e) above, new blue directional special service signs erected by Crow Wing County.

Sec. 32-36. - Platted public rights-of-way to public waters.

- a) There are various public rights-of-way that lead to the water within the city which have been dedicated to the public through the approval of plats or dedicated to the public through use and maintenance by the city. The city views these areas as green space, with use of these areas controlled by the city.
- b) The removal, maintenance or planting of any trees, vegetation or soils is prohibited.
- c) Structures, equipment or storage of personal property of any sort on, above or below ground is prohibited in these areas.
- d) Access to private property may be allowed over these access areas if alternative means of ingress and egress is not possible and the appropriate permit is first approved by the planning and zoning department. Impervious driveways are not permitted on these access areas unless authorized by the city council.
- e) All regulations contained in the city open zoning district shall apply to these areas.
- f) Structures on adjacent lots shall be set back a minimum of ten feet from the side lot lines and are subject to the respective zoning district standards.

g) Watercraft may be launched or removed only at accesses designated for such use. No watercraft may be operated in a designated swimming area

h) No person shall leave, store or moor on or directly in front of any public access any watercraft after such person has left the lake area or cause such watercraft to remain on the access site overnight.

i) Motorized use of accesses shall be permitted for winter recreational purposes.

j) Storage or placement of debris, leaves, grass clippings or brush is prohibited.

Sec. 30-107. – “Noise Violations” is added to City Code as follows:

(A.) Prohibited Noises

The following are declared to be nuisances affecting public health, safety, peace, or welfare:

1. Any distinctly and loudly audible noise that unreasonably annoys, disturbs, injures, or endangers the comfort, repose, health, peace, safety, or welfare of any person, or precludes their enjoyment of property, or affects their property's value;
2. All obnoxious noises, motor vehicle or otherwise, in violation of Minn. Admin. Rules chapter 7030, as they may be amended from time to time, are hereby incorporated into this ordinance by reference;
3. The use of any vehicle so out of repair or so loaded as to create loud and unnecessary grating, grinding, rattling, or other noise;
4. The discharging of the exhaust or permitting the discharge of the exhaust of any statutory internal combustion engine, motor boat, motor vehicle, motorcycle, all-terrain vehicle (ATV), snowmobile, or any recreational device, except through a muffler or other device that effectively prevents loud or explosive noises therefrom and complies with all applicable state laws and regulations;
5. Any loud or excessive noise in the loading, unloading, or unpacking of any vehicle;
6. Barking dogs for an extended period of time; and
7. The use or operation, or permitting the use or operation, of any radio receiving set, television set, musical instrument, music device, paging system, machine, or other device for producing or reproduction of sound in a distinctly and loudly audible manner so as to disturb the peace, quiet, and comfort of any person nearby.

(B) Hourly Restriction of Certain Operations

1. Domestic Power Equipment. No person shall operate a power lawn mower, power hedge clipper, chain saw, mulcher, garden tiller, edger, drill, or other similar domestic power equipment, except between the hours of 7:00 A.M. and 10:00 P.M. Snow removal equipment is exempt from this provision.
2. Construction Activities. No person shall engage in or permit construction activities involving the use of any kind of electric, diesel, or gas-powered machine or other power equipment, except between the hours of 7:00 A.M. and 10:00 P.M.

(C) Exceptions: The following are exempt from violation of this chapter:

1. Activities which are duly authorized, sponsored, or licensed by the City, so long as the activity is conducted pursuant to the conditions of the license, permit, or contract authorizing such activity.
2. Church bells, school bells, chimes, or carillons.
3. Antitheft devices.
4. Machines or devices for the production of sound on or in authorized emergency vehicles or for authorized emergency purposes.