

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
THURSDAY, MAY 3, 2012
8:30 A.M. – CITY HALL

The Council for the City of Crosslake met in a special meeting in the Council Chambers of City Hall on Thursday, May 3, 2012. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, John Moengen and Rusty Taubert. Absent was Dean Swanson. Also present were City Administrator Tom Swenson, Clerk/Treasurer Jenny Max, Community Development Director Ken Anderson, Public Works Director Ted Strand, Police Chief Bob Hartman and Echo Publishing Reporter Kate Perkins. There were approximately ten people in the audience.

1. Call to Order – Mayor Schneider called the Special Council Meeting to order at 8:30 A.M.
2. Bills for Approval – MOTION 05S1-01-12 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO APPROVE THE BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$42,046.35. MOTION CARRIED WITH ALL AYES.

Ted Strand stated that there are thousands of trees down with the large storm that came through the City last night. In the past the Council has approved using an area at the Park to allow residents to dispose of their storm debris. MOTION 05S1-02-12 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO DIRECT STAFF TO SET UP A SITE AT THE COMMUNITY CENTER FOR RESIDENTS TO TAKE STORM DEBRIS UNTIL MAY 24TH. MOTION CARRIED WITH ALL AYES.

3. An application regarding Charitable Gambling for the Dru Sjodin Scholarship Fund was included in the packet for Council review. City Administrator Swenson noted Dave Jacobson is requesting approval to conduct raffle activity as a fundraiser for the non-profit organization. A copy of the LG220 Application for Exempt Permit was included. The drawing will take place on August 19, 2012 at Moonlite Bay. MOTION 05S1-03-12 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE CHARITABLE GAMBLING BY WAY OF RAFFLE ACTIVITY FOR THE DRU SJODIN SCHOLARSHIP FUND. MOTION CARRIED WITH ALL AYES.
4. Mayor Schneider noted that the Council would continue their discussion on Planning and Zoning operations and operating procedures. At the April 20, 2012 Special Council meeting the public was not able to give input as time ran short. Mayor Schneider reviewed some of the previous discussion items from the April meeting. Alden Hardwick discussed the Planning and Zoning Major Areas of Focus document that he has been working on with Mayor Schneider and City staff over the past six months. Mr. Hardwick noted that the strength of the exercise was the feedback of the participants. Each group that has been involved had different goals and values of

what they considered important in Planning and Zoning. Mr. Hardwick noted that he hoped the Council could have an open dialogue and discuss some ways to help Planning and Zoning be much more effective for the long-term.

Councilmember Swanson arrived at the meeting at 8:50 A.M.

Councilmember Roe noted that permits issued are just a minute piece of what goes on in the department and that he knows of big projects happening within the department. Councilmember Moengen said he believes that Planning and Zoning may need a third person but that he wants to better understand their processes and procedures before making that decision. Ken Anderson noted that included in the Council packets was a recommendation from the Planning and Zoning Commission to fill the vacant position.

Dave Nevin of 15024 Wilderness Trail noted that he would like to see the public have more input with city decisions. Mr. Nevin also noted that the city should consider subcontracting out services instead of replacing employees.

Butch Doerfler of 16668 County Road 36 questioned why the City can't be run more like a business. Mr. Doerfler noted that getting input from small business owners would be valuable for the Council to help make a decision on whether or not to fill the vacant Planning and Zoning staff position.

Joe Doerfler of 14602 Big Pine Trail said that getting the public involved would result in a better outcome.

Mark Wessels of 13336 East Shore Road noted that the County was successful in cutting their staff by one third and the City needs to have greater efficiency in its operations.

Dan Soeller, owner of Ace Hardware, said he listens to both good and bad comments he receives from his customers and makes changes according to his customers needs. Mr. Soeller also noted he felt the right job description would set the stage for being successful.

Dale Melberg, Planning and Zoning Commission Vice Chair, noted anyone who attended the April Planning and Zoning meeting would see the need for three people. Mr. Melberg said that he already can see the workload overwhelming the staff by the many hours Mr. Anderson has to put in to get the necessary reports completed.

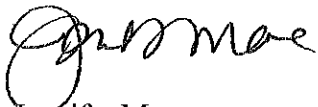
Councilmember Roe stated that he has spent over two thousand hours as Council liaison to the Planning and Zoning Commission and that the Commission spends hours upon hours trying to work with people. The Commission is not only charged with helping out the property owner but also must look out for the neighbor, the overall goals of the City and also the natural resources that might be impacted. Councilmember Roe said that a government is not like a business and will never be that way due to the reporting requirements that must be adhered to. Mayor Schneider

noted that in his experience the Planning and Zoning Commission works hard to service the people and explore the issues but would like to see the department better organized so they are not duplicating each other's efforts. Mayor Schneider noted he would like to approach this from a positive standpoint and look for ways to get the department working better. Councilmember Moengen said that he would like to get a group together to look at possible inefficiencies of the department. Following discussion, MOTION 05S1-04-12 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO SET UP A GROUP WITH THE CITY COUNCIL AND PLANNING AND ZONING COMMISSION TO DISCUSS EFFICIENCIES WITHIN THE PLANNING AND ZONING DEPARTMENT AND DEFINE AND QUANTIFY THE TASKS AT HAND. MOTION CARRIED 3:2 WITH DEAN SWANSON AND RUSTY TAUBERT OPPOSED.

Councilmember Roe stated that by quantifying some of the tasks of Planning and Zoning the Council may find there is a need for more than three people. Councilmember Roe would like to see a clear list of priorities and better defined tasks. Councilmember Swanson noted that to be fair to the staff and allow them to get their work done during this time of unknown, Planning and Zoning should have limited hours that they are open to the public. MOTION 05S1-05-12 WAS MADE BY DEAN SWANSON AND SECONDED BY RUSTY TAUBERT TO REDUCE THE HOURS PLANNING AND ZONING IS OPEN TO THE PUBLIC TO 8:00 A.M. – NOON ON MONDAY THROUGH THURSDAY AND 8:00 A.M. – 4:00 P.M. ON FRIDAY WITH THE EXCEPTION OF THE MONTHLY PLANNING AND ZONING MEETING IN WHICH THE OFFICE WILL BE CLOSED. MOTION CARRIED WITH ALL AYES.

There being no further business, MOTION 05S1-06-12 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO ADJOURN THIS SPECIAL COUNCIL MEETING AT 10:00 A.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Jennifer Max
Clerk/Treasurer

Deputy Clerk/Minutes/5-3-12 Special.doc

BILLS FOR APPROVAL
May 3, 2012

VENDORS	DEPT	AMOUNT
Ace Hardware, couple, clamp	P&R	3.60
Ace Hardware, box switch	P&R	5.33
Ace Hardware, nipple	P&R	1.06
Ace Hardware, clamps	PW	17.39
Ace Hardware, bulbs	PW	142.67
Ace Hardware, screws	PW	25.83
Ace Hardware, hose bibb	Cemetery	9.07
Ace Hardware, bulbs	PW	12.80
Ace Hardware, caps, adapter	PW	2.97
Ace Hardware, velcro	Fire	73.42
Ace Hardware, glue	P&R	4.05
Ace Hardware, valve	P&R	12.81
Ace Hardware, keys	P&R	12.76
Ameripride, mats	PW	110.32
AW Research, water test	Sewer	131.40
Banyon Data Systems, utility billing support	Sewer	780.60
Batteries Plus, marine batteries	Sewer	214.73
Batteries Plus, batteries	PW	70.05
Bob Hartman, reimburse mileage	Police	105.68
Brainerd Overhead Door, transmitter button	PW	452.89
Brainerd Overhead Door, door repair	PW	112.50
City of Crosslake, sewer utilities	PW/Gov't	72.00
Clean Team, may cleaning	Gov't	756.14
Clifton Larson Allen, 2011 financial statements	Gov't	6,600.00
Country Flags, flags	ALL	167.79
Crosslake Communications, phone, fax, cable, internet	ALL	1,635.05
Crow Wing County Hwy Dept, fuel	ALL	4,666.82
Crow Wing County Sanitary Landfill, waste disposal	PW	234.27
Darrell Schneider, reimburse mileage	Council	46.40
Donna Keiffer, latin exercise class	P&R	132.24
Donna Keiffer, aerobics session #4	P&R	396.72
Follet, printer kit	Library	437.99
Follet, software	Library	3,007.36
GLS Promotions, plaques	P&Z	51.00
Granite Electronics, radios	Fire	6,242.85
Holiday Station, diesel fuel	Fire	37.27
Holiday Station, fuel	PW	10.05
Houston Ford, oil change, rear defrost repair	Police	177.21
Jefferson Fire & Safety, cap, connector	Fire	109.99
Jefferson Fire & Safety, mounting plates	Fire	622.44
Jon Henke, reimburse petty cash	P&R	15.00
Lakes Area Rental, blades	PW	116.38
League of MN Cities, directory	Admin	54.61
Magnum Fitness, tread wheel	P&R	208.00
Marco, copier lease	ALL	414.72

Marsden, office cleaning	PW		647.66
Mastercard, Fleet Farm, light kit, light, handle	PW	pd 4-20	111.43
Mastercard, Fleet Farm, rubber boots, gloves	Sewer		45.53
Mastercard, Fleet Farm, vest	Police		107.36
Mastercard, General Parts, switch	P&R		59.05
Mastercard, Target, replacement watch	Police		42.94
Mastercard, travel expenses	Police		91.41
Mastercard, travel expenses	Police		321.59
Metro Fire, bracket replacement kits	Fire		982.01
Metro Fire, bracket replacement kits, safety eyewear	Fire		833.04
Mid American Research, oil, hand cleaner	PW		331.01
Mike's Electric, hook up pressure washer	PW		1,104.00
MN Fire Service Certification Board, retest fee	Fire		25.00
MN Fire Service Certification Board, exam fee	Fire		150.00
MN Sheriff's Assn, summer conference registration	Police		160.00
Moonlite Square, batteries, fuel	Fire		74.24
North Ambulance, subsidy	Ambulance	pd 5-1	1,103.00
Northland Press, business cards, window envelopes	ALL		194.26
Northland Press, meeting notice of 4/27	P&Z		219.20
Northwood Turf and Power, wheel, blade	PW		582.56
Northwood Turf and Power, blade	PW		300.44
Parts City, clamp, light, filter	PW		140.31
Parts City, battery charger	Police		71.23
Parts City, gr 80 parts	Fire		410.40
Postmaster, postage refill	P&Z/Admin		800.00
Reed's Market, coffee, napkins	P&R		19.73
Reed's Market, tissues, napkins	Gov't		18.26
Road Equipment Parts, filter	PW		30.88
Streichers, uniform	Police		119.98
Tanner Motors, electrical work	Police		53.89
Teamsters Local Union #346, union dues	Police		183.00
Terry Kinkaid, reimburse for uniform expense	P&R		79.99
The Office Shop, copy paper	ALL		151.72
The Office Shop, prong fasteners	P&Z		12.38
The Office Shop, ink cartridges	Admin		42.72
The Office Shop, batteries	Gov't		90.95
The Office Shop, ink cartridge	Admin		10.68
Tom Swenson, vehicle expense	Admin	pd 5-1	400.00
Verizon, air card charges, ipad charges	P&Z/Police		156.12
Whitefish Auto, mount and balance tires	Police		40.00
Widseth Smith Nolting, engineering fees	ALL		2,013.10
Xcel Energy, gas utilities	ALL		707.60
Ziegler Cat, valve/heater	PW		25.56
Ziegler Cat, repair engine	PW		467.89
TOTAL			42,046.35