

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JANUARY 9, 2012
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, January 9, 2012. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, John Moengen, Dean Swanson and Rusty Taubert. 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, Fire Chief Keith Anderson, Park and Recreation Director Jon Henke, General Manager Paul Hoge, City Attorney Mike Couri, WSN Engineer Mark Hallan, Northland Press Reporter Paul Boblett and Echo Publishing Reporter Kate Perkins. There were approximately six people in the audience.

A. CALL TO ORDER – Mayor Schneider called the Regular Council Meeting to order at 7:00 P.M. MOTION 01R-01-12 WAS MADE BY DEAN SWANSON AND SECONDED BY STEVE ROE TO ACCEPT THE ADDITIONS TO THE AGENDA AS PRESENTED. MOTION CARRIED WITH ALL AYES.

B. ORGANIZATIONAL MEETING APPOINTMENTS –

1. Appoint Acting Mayor - MOTION 01R-02-12 WAS MADE BY RUSTY TAUBERT AND SECONDED BY JOHN MOENGEN TO APPOINT DEAN SWANSON AS ACTING MAYOR. MOTION CARRIED WITH ALL AYES.
2. Approve Official Depositories - MOTION 01R-03-12 WAS MADE BY DEAN SWANSON AND SECONDED BY RUSTY TAUBERT TO APPROVE FRANDSEN BANK AND TRUST, BLACKRIDGE BANK, LAKES STATE BANK, 4M FUND, RIVERWOOD BANK AND MERRILL LYNCH AS THE OFFICIAL DEPOSITORIES. MOTION CARRIED WITH ALL AYES.
3. Approve Signatories on City Checking and Savings Accounts – MOTION 01R-04-12 WAS MADE BY RUSTY TAUBERT AND SECONDED BY STEVE ROE TO APPROVE THE MAYOR, ACTING MAYOR, CITY ADMINISTRATOR AND CLERK/TREASURER AS SIGNATORIES ON CITY CHECKING AND SAVINGS ACCOUNTS. MOTION CARRIED WITH ALL AYES.
4. Approve Signatories on Crosslake Communications Checking and Savings Accounts – MOTION 01R-05-12 WAS MADE BY RUSTY TAUBERT AND SECONDED BY STEVE ROE TO APPROVE THE MAYOR, ACTING MAYOR, CITY ADMINISTRATOR, GENERAL MANAGER AND CLERK/TREASURER AS SIGNATORIES ON CROSSLAKE COMMUNICATIONS CHECKING AND SAVINGS ACCOUNTS. MOTION CARRIED WITH ALL AYES.
5. Appoint 2 Ex-Officio Trustees to the Fire Relief Association – In accordance with Minn. Statute 424A.04, the Board of Trustees shall consist of six (6) members elected by the membership and three (3) ex-officio members consisting of the Fire Department Chief, one elected municipal official and one elected or appointed municipal official who are designated as municipal representatives by the City

- Council annually. MOTION 01R-06-12 WAS MADE BY RUSTY TAUBERT AND SECONDED BY STEVE ROE TO APPOINT THE MAYOR AND CITY ADMINISTRATOR AS EX-OFFICIO TRUSTEES AND THE CLERK/TREASURER AS AN ALTERNATE EX-OFFICIO TRUSTEE TO THE CROSSLAKE VOLUNTEER FIRE RELIEF ASSOCIATION BOARD OF TRUSTEES. MOTION CARRIED WITH ALL AYES.
6. Approve Appointment of City Engineer – Included in the packet for Council review was a proposal letter from Widseth Smith Nolting for the 2012 City Engineer re-appointment. MOTION 01R-07-12 WAS MADE BY DEAN SWANSON AND SECONDED BY RUSTY TAUBERT TO APPOINT WIDSETH SMITH NOLTING AS THE CITY ENGINEER/SURVEYOR WITH CHARGES BILLED ACCORDING TO THE FEE SCHEDULE DATED JANUARY 4, 2012. MOTION CARRIED WITH ALL AYES.
 7. Approve Appointment of Legal Services – MOTION 01R-08-12 WAS MADE BY RUSTY TAUBERT AND SECONDED BY STEVE ROE TO APPROVE THE APPOINTMENT OF COURI AND RUPPE, P.L.L.P AS THE CITY CIVIL ATTORNEY, THE APPOINTMENT OF JOHNSON, KILLEN & SEILER AS CITY LABOR ATTORNEY, THE APPOINTMENT OF MATTHEW R. MALLIE AS CITY PROSECUTING ATTORNEY AND THE APPOINTMENT OF BRIGGS & MORGAN AS CITY BOND COUNCIL. MOTION CARRIED WITH ALL AYES.
 8. Approve Schedule of Regular Council Meetings – MOTION 01R-09-12 WAS MADE BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO DESIGNATE THE SECOND MONDAY OF THE MONTH AT 7:00 P.M. FOR THE REGULAR COUNCIL MEETING, WITH THE EXCEPTION OF NOVEMBER 12TH VETERAN'S HOLIDAY MOVE TO NOVEMBER 13TH AT 7:00 P.M. MOTION CARRIED WITH ALL AYES.
 9. Approve Official Newspaper – Included in the packet for Council review was a proposal letter from the Northland Press. MOTION 01R-10-12 WAS MADE BY RUSTY TAUBERT AND SECONDED BY STEVE ROE TO APPROVE NORTHLAND PRESS AS THE CITY'S OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.
 10. Approve 2012 Mileage Reimbursement Rate – MOTION 01R-11-12 WAS MADE BY STEVE ROE AND SECONDED BY DEAN SWANSON TO APPROVE THE 2012 IRS MILEAGE REIMBURSEMENT RATE FOR THE CITY. MOTION CARRIED WITH ALL AYES.
 11. Approve Weed Inspector – MOTION 01R-12-12 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPOINT MAYOR SCHNEIDER AS THE WEED INSPECTOR. MOTION CARRIED 4:0. DARRELL SCHNEIDER ABSTAINED FROM VOTING.
 12. Approve Assistant Weed Inspector – MOTION 01R-13-12 WAS MADE BY RUSTY TAUBERT AND SECONDED BY STEVE ROE TO APPOINT TED STRAND AS THE ASSISTANT WEED INSPECTOR. MOTION CARRIED WITH ALL AYES.
 13. A memo dated January 5, 2012 from Mayor Schneider listed Committee Liaison Appointments for 2012. MOTION 01R-14-12 WAS MADE BY DEAN SWANSON AND SECONDED BY RUSTY TAUBERT TO APPROVE THE

FOLLOWING COMMITTEE LIAISON APPOINTMENTS FOR 2012:
BUILDINGS AND GROUNDS – STEVE ROE; CROSSLAKE
COMMUNICATIONS UTILITY ADVISORY BOARD – JOHN MOENGEN;
ECONOMIC DEVELOPMENT AUTHORITY – RUSTY TAUBERT AND
DEAN SWANSON; EMERGENCY MANAGEMENT DIRECTOR – BOB
HARTMAN; FIRE DEPARTMENT – JOHN MOENGEN; PARK AND
RECREATION/LIBRARY COMMISSION – RUSTY TAUBERT;
PERSONNEL COMMITTEE – MAYOR SCHNEIDER, DEAN SWANSON,
CITY ADMINISTRATOR AND GENERAL MANAGER; PLANNING AND
ZONING COMMISSION – STEVE ROE; PUBLIC SAFETY – MAYOR
SCHNEIDER, CITY ADMINISTRATOR, POLICE CHIEF AND FIRE CHIEF;
PUBLIC WORKS/CEMETERY/SEWER COMMISSION – JOHN MOENGEN;
RECYCLING – RUSTY TAUBERT. MOTION CARRIED WITH ALL AYES.

14. A memo dated January 5, 2012 from Mayor Schneider listed new Commission Appointments and Re-Appointments for 2012. MOTION 01R-15-12 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO APPROVE THE FOLLOWING COMMISSION APPOINTMENTS FOR 2012:
PARK AND RECREATION/LIBRARY COMMISSION – SANDRA
MELBERG REAPPOINTMENT TO 2ND 3-YEAR TERM, PATTY
NORGAARD APPOINTMENT TO 1ST 3-YEAR TERM AND JOHN PRIBYL
APPOINTMENT TO 1ST 3-YEAR TERM; PUBLIC
WORKS/SEWER/CEMETERY COMMISSION – GARY OLSON
REAPPOINTMENT TO 2ND 3-YEAR TERM AND DARRELL SHANNON
APPOINTMENT TO 1ST 3-YEAR TERM; PLANNING AND ZONING
COMMISSION – DAVE SCHRUPP APPOINTMENT TO 1ST 3-YEAR TERM,
GARY HEACOX APPOINTMENT TO 1ST 3-YEAR TERM, SCOTT JOHNSON
APPOINTMENT TO ALTERNATE, NANCY ADDINGTON APPOINTMENT
TO ALTERNATE; CROSSLAKE COMMUNICATIONS UTILITY ADVISORY
BOARD –JAMES TALBOTT APPOINTMENT TO 1ST 3-YEAR TERM,;
ECONOMIC DEVELOPMENT AUTHORITY – DEAN SWANSON
REAPPOINTMENT OF REQUIRED CITY COUNCIL TERM TO EXPIRE
1/31/2015, RUSTY TAUBERT REAPPOINTMENT OF REQUIRED CITY
COUNCIL TERM TO EXPIRE 1/31/2014, PATTY NORGAARD
APPOINTMENT TO 1ST 6-YEAR TERM. MOTION CARRIED WITH ALL
AYES.

- C. CONSENT CALENDAR –** MOTION 01R-16-12 WAS MADE BY RUSTY TAUBERT AND SECONDED BY JOHN MOENGEN TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) PUBLIC INFORMATION MEETING MINUTES OF DECEMBER 5, 2011; (2.) REGULAR COUNCIL MEETING MINUTES OF DECEMBER 12, 2011; (3.) SPECIAL JOINT COUNCIL/EDA MEETING MINUTES OF DECEMBER 21, 2011; (4.) CROSSLAKE COMMUNICATIONS BALANCE SHEET AND INCOME STATEMENT/DETAIL OF RESERVE BALANCES DATED NOVEMBER 30, 2011; (5.) CITY MONTH END REVENUE REPORT DATED NOVEMBER 2011; (6.) CITY MONTH END EXPENDITURE REPORT DATED NOVEMBER 2011;

(8.) PLEDGED COLLATERAL REPORT DATED 1/4/12 FROM JENNIFER MAX AND PLEDGE UPDATES.

D. MAYOR'S REPORT –

1. Mayor Schneider read a letter December 12, 2011 from Karen Christofferson regarding the expiration of her service term with the Economic Development Authority. MOTION 01R-17-12 WAS MADE BY RUSTY TAUBERT AND SECONDED BY DEAN SWANSON TO ACCEPT THE LETTER OF RESIGNATION FROM KAREN CHRISTOFFERSON. MOTION CARRIED WITH ALL AYES.
2. Mayor Schneider provided a brief City update noting all performance reviews have been completed, job descriptions are being developed for the fire department and the IBEW contract was finalized. Mayor Schneider did not know the status of the funding for the fireworks but would inform everyone when he receives an update.

E. PUBLIC FORUM – None.

F. CITY ADMINISTRATOR'S REPORT –

1. City Bills for Approval – MOTION 01R-18-12 WAS MADE BY RUSTY TAUBERT AND SECONDED BY JOHN MOENGEN TO APPROVE THE BILLS FOR PAYMENT FOR JANUARY AS SUBMITTED IN THE AMOUNTS OF \$659,867.25 AND \$3,530.78. MOTION CARRIED WITH ALL AYES.
2. Retro Bills for Approval – MOTION 01R-19-12 WAS MADE BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO APPROVE THE DECEMBER BILLS PAID BETWEEN 12/21/11 – 12/31/11 IN THE AMOUNT OF \$18,804.00. MOTION CARRIED WITH ALL AYES.
3. A memo dated January 9, 2012 from the City Administrator and City Clerk regarding a recommendation to approve the Pay Equity Report was included in the packet for Council review. City Administrator Swenson noted that as required by the Department of Employee Relations, the City is required to submit Pay Equity Reports by January 31, 2012 for wages as of December 31, 2011. As shown on the reports the City is in compliance with the ratio requirements. MOTION 01R-20-12 WAS MADE BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO APPROVE THE PAY EQUITY REPORT AND AUTHORIZE THE MAYOR TO EXECUTE THE REPORT AS THE CHIEF ELECTED OFFICIAL OF THE CITY. MOTION CARRIED WITH ALL AYES.
4. An agreement with Hildi, Inc. for actuarial services required by GASB 45 for years 2012, 2013 and 2014 was included in the packet for Council review. City Administrator Swenson noted the estimated cost for the services is \$3,000 which is the same as the previous contract and that the cost of the services are split evenly between the City and Crosslake Communications. MOTION 10R-21-12 WAS MADE BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO APPROVE THE AGREEMENT FOR CONSULTING SERVICES BETWEEN THE CITY OF CROSSLAKE AND HILDI, INC. MOTION CARRIED WITH ALL AYES.

5. A memo dated January 9, 2012 from Jenny Max regarding a recommendation to transfer TIF balance to the general fund was included in the packet for Council review. MOTION 01R-22-12 WAS MADE BY DEAN SWANSON AND SECONDED BY RUSTY TAUBERY TO APPROVE THE TRANSFER OF \$8,818.64 FROM THE TIF FUND TO THE GENERAL FUND AS OF DECEMBER 31, 2011. MOTION CARRIED WITH ALL AYES.
6. A letter dated December 13, 2011 from the League of MN Cities regarding the 2011 Property/Casualty Dividend was included in the packet for Council information.
7. The Crosslake/Ideal Lions Club contribution report for July – December 2011 was included in the packet for Council information.

G. COMMISSION/DEPARTMENT REPORTS –

1. PARK AND RECREATION/LIBRARY –

- a. Park Director Jon Henke reported that the Community Center offers aerobics on Mondays, Tuesdays and Thursdays at 9:00 A.M. Latin dance class takes place on Tuesday nights from 5:00 – 6:00 P.M. The new Library drop box has been extremely popular and has added to the convenience of library use. Library cards are required when checking out materials or using the Library computers but the Library policy has been adjusted to accept a photo ID in rare circumstances. Senior meals take place at the Community Center Monday through Friday at 11:30 A.M. Interested participants must call by 4:00 P.M. the day before to make a reservation. The Community Center offers an array of fitness equipment and is open seven days a week. Day passes and memberships are available. The February Chautauqua will feature Crosslake Attorney Brian Carlson who will discuss how to keep your up-north home in the family. His discussion will include strategies such as cabin trusts, partnerships, LLCs and how to avoid probate. The presentation will be on February 8th from 1:30 – 3:30 P.M. Attendance for the Community Center for the month of December was 5,156. AAA is sponsoring a senior driving 4-hour refresher class on February 16th from 9:00 A.M. to 1:00 P.M. The Community Center gym is open for walking throughout the day; however, many basketball groups are using the facility after school. Please call ahead to make sure the gym is available for use. Last winter the parks department started a local ski/snowshoe club. If you are a local skier or like to snowshoe please call the Community Center so your name can be added to the mailing list. Volleyball league meets Wednesday evenings from 6:15 to 8:45 P.M. Cost to participate is \$17 for ten weeks. A dumpster is still available near the picnic shelter to dispose of old Christmas trees. Mr. Henke noted special thanks go out to Waste Partners for providing this service. The Community Center will host the opening ceremonies of the Winterfest celebration on Friday, February 3rd. The night will feature skating, wagon rides, dog sled rides, refreshments, bonfire, music and much more!
- b. A memo dated January 9, 2012 from Jon Henke and Ken Anderson regarding a Certificate of Survey of the Manhattan Drive right-of-way and encroachments and a request for a recommendation from legal counsel was

included in the packet for Council review. Mr. Anderson stated that at the December 12, 2011 regular Council meeting the City Council authorized Stonemark Land Surveying, Inc. to prepare a Certificate of Survey of portions of the Manhattan Drive right-of-way to Big Trout Lake. The survey work was approved because there was reason to believe that an existing guest house structure is located within the Manhattan Drive right-of-way. The survey shows a possible encroachment of the guest quarters, an encroachment of the well house and a portion of the cabin/house and porch. There is also evidence that multiple boat docks and lifts are currently being stored and have been placed in or near the right-of-way in the summer months to access Big Trout Lake. Mr. Anderson noted the City Code prohibits private improvements located within public lake access right-of-ways. Councilmember Moengen questioned whether or not there were any building permits on file. Mr. Anderson noted there is no permit on file for a guest quarters but there is a record of a permit issued in 1988 for a screen porch. The cabin was constructed around 1970-1975 but no surveys were required at that time to verify the location of the structure being built. Attorney Couri reviewed the 1927 Manhattan Beach Second Addition plat with the Council and noted various issues that make the situation even more complex, including verification of where the ordinary high water mark is located, the definition of the word "beach" and how that is depicted on the plat, and what role the DNR might play in this situation. Following a lengthy discussion, MOTION 01R-23-12 WAS MADE BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO AUTHORIZE THE CITY ATTORNEY TO REVIEW THE AVAILABLE LEGAL OPTIONS AND PREPARE A RECOMMENDATION TO THE CITY COUNCIL ON THE PROPER PROCEDURES TO FOLLOW TO ADDRESS THE ENCROACHMENTS WITHIN THE MANHATTAN DRIVE RIGHT-OF-WAY. MOTION CARRIED WITH ALL AYES.

2. PLANNING AND ZONING –

- a. The Planning and Zoning Commission/Board of Adjustment Regular Meeting Minutes and Public Hearing of November 18, 2011 were included in the packet for Council information.
- b. The December 2011 Permit Summary was included in the packet for Council information. The year-to-date valuation for 2011 is \$5,716,534, which is up from the same period in 2010.
- c. A memo dated December 12, 2011 from Ken Anderson regarding Teri Jo Flynn-Gammon's request to refund the application fee for metes and bounds subdivision 2005-011 was included in the packet for Council review. Mr. Anderson noted that back in June 2011, Ms. Flynn-Gammon was refunded half of her \$200 metes and bounds application fee that was originally submitted in 2005. Ms. Flynn-Gammon indicated to the City Clerk that she would like the remainder refunded to her and requested she be put on the Council agenda. Mr. Anderson noted that Ms. Flynn-Gammon was supposed to be in attendance at this meeting but is not currently present. MOTION 01R-24-12 WAS MADE BY DEAN SWANSON AND SECONDED BY

RUSTY TAUBERT TO DENY TERI JO FLYNN-GAMMON'S REQUEST FOR THE ADDITIONAL REFUND OF HER METES AND BOUNDS SUBDIVISION FEE. MOTION CARRIED WITH ALL AYES.

- d. A memo from Ken Anderson regarding a recommendation to initiate enforcement action on a residentially zoned property at 14288 Shafer Road, Chad Schimmelpfennig was included in the packet for Council review. Mr. Anderson noted that he has attempted numerous times to help Mr. Schimmelpfennig obtain the necessary conditional use permit that would allow him to operate an auto body repair shop from his home. However, Mr. Schimmelpfennig has repeatedly avoided taking the necessary steps and Mr. Anderson recommends the Council authorize the City Attorney to proceed with enforcement action. MOTION 01R-25-12 WAS MADE BY JOHN MOENGEN AND SECONDED BY DEAN SWANSON TO AUTHORIZE THE CITY ATTORNEY TO START ENFORCEMENT ACTION AGAINST CHAD SCHIMMELPFENNIG AT 14288 SHAFER ROAD. MOTION CARRIED WITH ALL AYES.

3. PUBLIC WORKS/CEMETERY/SEWER –

- a. The Public Works Commission Meeting Minutes of November 7, 2011 was included in the packet for Council information.
- b. The November 2011 Wastewater Treatment Discharge Monitoring Report was included in the packet for Council information.
- c. A letter dated January 3, 2012 from the MPCA regarding the biosolids annual report was included in the packet for Council information.
- d. Administrator Swenson requested the Council schedule a Public Information Meeting for CSAH 3 Improvements from Crosslake to Fifty Lakes. It was the consensus of the Council to schedule the Public Information Meeting for January 30, 2012 at 6:00 P.M.
- e. A memo dated January 4, 2012 from the Public Works Commission regarding a recommendation regarding resolution of support for CSAH 3 was included in the packet for Council review. MOTION 10R-26-12 WAS MADE BY DEAN SWANSON AND SECONDED BY JOHN MOENGEN TO APPROVE RESOLUTION NO. 12-01 A RESOLUTION APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS. MOTION CARRIED WITH ALL AYES.

4. PUBLIC SAFETY –

- a. Chief Hartman reported 144 Police calls in Crosslake for December.
- b. Chief Hartman reported 48 Police calls in Mission Township for December.
- c. The 2011 Annual Police Report for Crosslake was included in the packet for Council information.
- d. The 2011 Annual Police Report for Mission Township was included in the packet for Council information.
- e. The December 2011 North Ambulance Run Report was included in the packet for Council information.

- f. The 2012 Crosslake Fire Department Accountability Chart was included in the packet for Council review. Keith Anderson noted the fire department elected a new Chief as he has retired effective December 31, 2011. The Council thanked Chief Anderson for his 31 years of service to the Crosslake Fire Department. MOTION 01R-27-12 WAS MADE BY STEVE ROE AND SECONDED BY RUSTY TAUBERT TO APPROVE THE 2012 CROSSLAKE FIRE DEPARTMENT ACCOUNTIBILITY CHART AS PRESENTED. MOTION CARRIED WITH ALL AYES.
 - g. The Crosslake Fire Department responded to 15 calls in December. Of those, 12 were medical calls, 1 was an ice rescue, 1 was cancelled en route and 1 was a carbon monoxide detector.
5. CROSSLAKE COMMUNICATIONS –
- a. Crosslake Communication's Bills for Approval – MOTION 01R-28-12 WAS MADE BY JOHN MOENGEN AND SECONDED BY RUSTY TAUBERT TO APPROVE THE DECEMBER 2011 BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$599,703.60. MOTION CARRIED WITH ALL AYES.
 - b. The 2011 survey results were included in the packet for Council information.
 - c. The Highlights Report for December was included in the packet for Council information. Paul Hoge reported that a presentation was made to the Advisory Board on the many accomplishments made over the past ten years and what the future outlook may bring. Mr. Hoge is hoping to share this information with the Council soon. There was a great response to the customer satisfaction survey. The retransmission consent agreements have been settled and Armond Gease was thanked for his many years of service on the Advisory Board.
 - d. The Crosslake Communications Meeting Minutes of January 3, 2012 were included in the packet for Council information.
 - e. The Crosslake Communications Customer Counts Report was included in the packet for Council information.
6. PERSONNEL COMMITTEE – None.
7. RECYCLING –
- a. The Crosslake Roll-Off Recycling Report for December 2011 was included in the packet for Council information.
 - b. The Waste Partners Recycling Reports for October and November 2011 were included in the packet for Council information.
8. ECONOMIC DEVELOPMENT AUTHORITY –
- a. The EDA Meeting Minutes of November 2, 2011 were included in the packet for Council information.

H. CITY ATTORNEY REPORT –

- 1. The City Attorney Report dated January 5, 2012 was included in the packet for Council information. Attorney Couri noted he has not received a response from

the State regarding a complaint that four City employees have been practicing land surveying. Mr. Couri also noted that Mr. Alexander has indicated that a majority of the siding has been installed on his home and that City staff will inspect the home in the next few weeks to verify the siding is complete.

I. OLD BUSINESS – None.

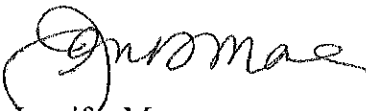
J. NEW BUSINESS –

1. Mayor Schneider recognized Dean Swanson for his 25 years of service with the City of Crosslake.

K. PUBLIC FORUM – None.

L. ADJOURN – MOTION 01R-29-12 WAS MADE BY DARRELL SCHNEIDER AND SECONDED BY DEAN SWANSON TO ADJOURN THIS REGULAR MEETING AT 8:28 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Jennifer Max
Clerk/Treasurer

Deputy Clerk/Minutes/1-9-12.doc

BILLS FOR APPROVAL
January 9, 2012

VENDORS	DEPT		AMOUNT
Avenet, web hosting, maintenance and support	Gov't		450.00
Birchdale Fire & Security, quarterly monitoring	PW		96.19
Bond Trust Services, go improvement bonds 2004a	Gov't		123,892.50
Brainerd Overhead Door, door repair	Fire		25.01
California Contractors, gloves, super wipes	PW		1,218.00
City of Crosslake, sewer utilities	PW/Gov't		108.00
Clean Team, january cleaning	Gov't		756.14
Council #65, union dues	ALL		550.00
Crosslake Communications, phone, fax, internet, cable	ALL		1,736.47
Crosslake Communications, reimburse for pera aid	Gov't		744.75
Crosslake Rolloff, recycling	Gov't		2,695.00
Crow Wing Auditor-Treasurer, letg base fee and licenses	Police		3,250.00
Crow Wing County Atty, 50% september fines	Gov't		934.52
Crow Wing County Atty, 50% october fines	Gov't		428.78
Deferred Comp	ALL		226.92
Delta Dental, dental insurance	ALL		1,666.65
Driver & Vehicle Services, tab renewals	ALL		204.75
Fortis, disability	ALL		509.88
Houston Ford, oil change, rotate tires	Police		31.78
Ken Anderson, reimburse meeting expense	P&Z		12.14
Lakes Area Rental, bobcat rental	PW		176.34
League of MN Cities, leadership conference	Council		220.00
Marsden, office cleaning	PW		647.66
Mastercard, Office Max, file folders, pencils, markers	PW		69.63
Mastercard, Office Max, flash drives, ink, boxes	Police		94.46
Mastercard, Raffertys, 1/3/12 special meeting	P&Z		65.65
Medica, health insurance	ALL		29,343.21
Menards, paper towels, wrench set	PW		45.57
Meyer Midwest, cast hinker runner	PW		104.74
MMUA, safety management program	Gov't		2,237.50
MMUA, 2012 water utility member dues	Gov't		262.00
MN Benefits	Admin	pd 1-3	201.42
MN Chiefs of Police Assn, membership dues	Police		180.00
MN County Atty Assn, property receipts	Police		40.61
MN Dept of Agriculture, pesticide applicator license renewal	P&R		15.00
MN Life, life insurance	ALL		481.00
MN Rural Water Assn, membership dues	Sewer		225.00
Moonlite Square, fuel	Fire		54.42
NCPERS-Life Insurance	ALL		160.00
North Ambulance, subsidy	Ambulance	pd 1-3	1,103.00
Northland Trust Services, go improvement bonds 2006b	Gov't		14,460.63
Old National Bank, fire truck payment	Fire		16,341.93
Parts City, hovercraft parts	Fire		416.97
PERA	ALL		N/A
State and Federal Taxes	ALL		N/A

Teamsters Local Union #346, union dues	Police	pd 1-3	178.00
Tom Swenson, vehicle expense	Admin	pd 1-3	400.00
US Bank, go improvement bonds 2001	Gov't		51,137.50
US Bank, go improvement bonds 2002	Gov't		47,081.25
US Bank, disposal system bonds	Gov't		164,483.75
US Bank, public facility lease bonds	Gov't		178,930.00
US Postmaster, postage meter refill	P&Z/Admin		1,000.00
Verizon, air card charges and cell phone charges	ALL		579.07
Waste Partners, trash removal	ALL		232.86
Xcel Energy, gas utilities	P&R/Gov't		1,341.51
Ziegler Financial, caterpillar wheel loader payment	PW		8,019.09
TOTAL			659,867.25

ADDITIONAL BILLS FOR APPROVAL
January 9, 2012

VENDORS	DEPT		AMOUNT
American Tire Distributors, tires	Police		451.09
Ameripride, mats	PW		215.85
Culligan, water and cooler rental	PW/Gov't		51.25
Donna Keiffer, aerobics classes	P&R		440.80
Driver & Vehicle Services, auto tabs	ALL		48.00
Fire Instruction & Rescue, FFI and haz ops courses	Fire		1,210.00
Grafix Shoppe, custom non-reflective kit for 2012 dodge	Police		332.40
Jefferson Fire & Safety, battery	Fire		38.48
Martin Communications, hang up clip, re-program radio	Fire		60.26
Mastercard, Office Max, flash drive, envelopes	Police/Gov		42.39
Northern Lakes Embroidery, basketball jerseys	P&R		48.00
Star Tribune, subscription	Library		296.40
Streichers, test refill pouch	Police		63.02
Viking Electric, bulbs	P&R		232.84
TOTAL			3,530.78

BILLS FOR APPROVAL
Invoices Paid from 12/21/11 to 12/31/11

VENDORS	DEPT		AMOUNT
Ace Hardware, headlight	Police	pd 12-27	10.68
Arrowhead Regional Law Enforcement Training, interrogations	Police	pd 12-22	150.00
AW Research, water test	Sewer	pd 12-27	113.40
AW Research, water test	Sewer	pd 12-30	113.40
Brainerd Hydraulics, bucket repair	PW	pd 12-27	595.76
Brainerd Hydraulics, floor jack	PW	pd 12-27	403.54
Couri & Ruppe, legal fees	ALL	pd 12-30	5,846.75
Crow Wing County Highway Dept, fuel	ALL	pd 12-29	3,175.64
Cuyuna Regional Medical Center, emt basic refreseher	Fire	pd 12-29	275.00
Darrell Schneider, reimburse mileage	Council	pd 12-30	18.31
Diamond Industrial Cleaning, repair pressure washer	PW	pd 12-29	80.00
Hawkins, ferric chloride, aqua hawk	Sewer	pd 12-22	958.41
Houston Ford, alignment, mount and balance tires	P&Z	pd 12-27	126.81
Jenny Max, reimburse petty cash	Sewer	pd 12-27	14.25
Johnson, Killen & Seiler, personnel matters	Gov't	pd 12-22	444.00
Keepers, uniform	Police	pd 12-30	72.54
Marco, copier lease	ALL	pd 12-21	414.72
Mastercard, AICPA, annual update, tax return course	Admin	pd 12-27	378.00
Mastercard, AICPA, audits of 401k plans	Admin	pd 12-29	219.00
Mastercard, Ebay, camera	P&Z	pd 12-22	275.00
MN Board of Accountancy, cpa certificate renewal	Admin	pd 12-29	148.50
MR Sign, street name sign	PW	pd 12-27	59.28
Northland Press, ordinance 302	P&Z	pd 12-27	88.00
Paradigm, computer	Police	pd 12-27	4,055.91
Paul Nelson, reimburse mileage	Fire	pd 12-29	29.70
Reed's Market, towels, cleaners, tissues	Gov't	pd 12-30	37.37
Volunteer Firefighters Benefit Assn, membership fee	Fire	pd 12-29	11.00
Xcel Energy, gas utilities	PW/Sewer	pd 12-29	689.03
TOTAL			18,804.00



RESOLUTION NO. 12-01

WHEREAS, plans for Project No. S.A.P. 018-603-021 showing proposed Milling and Bituminous Surfacing Improvement of County State-Aid Highway No.3 within the limits of the City of Crosslake as a State Aid Project have been prepared and presented to the City of Crosslake.

NOW, THEREFORE, BE IT RESOLVED: That said plans be in all things approved.

Dated this 9th, day of January, 20 12.

CERTIFICATION

State of Minnesota

County of Crow Wing

City of Crosslake

I hereby certify that the foregoing Resolution is a true and correct copy of a resolution presented to and adopted by the City Council of Crosslake at a meeting therefor held in the City of Crosslake, Minnesota, on the 9th day of January, 20 12, as disclosed by the records of said City in my possession.

City Administrator

(Seal)

Accounts Payable

Check Register

11/01/2011 To 11/30/2011

Check	Date	Vendor Name	Reference	Amount
134	11/10/2011	INTERNAL REVENUE SERVICE	FED, FICA & MEDICARE	6,463.87
135	11/10/2011	PERA	PERA EE & ER	3,880.24
136	11/10/2011	MINNESOTA DEPT OF REVENUE	MN WITHHOLDING	1,203.72
137	11/10/2011	ING-DEFERRED COMP	DEFERRED COMP	2,316.92
138	11/10/2011	CITY OF CROSSLAKE (SEWER)	OCTOBER SEWER	36.00
139	11/30/2011	INTERNAL REVENUE SERVICE	NOVEMBER EXCISE TAX	968.09
153	11/23/2011	INTERNAL REVENUE SERVICE	FED, FICA, MEDICARE	7,236.27
154	11/23/2011	PERA	PERA EE & ER	3,952.43
155	11/23/2011	MINNESOTA DEPT OF REVENUE	MN WITHHOLDING	1,353.45
156	11/23/2011	ING-DEFERRED COMP	DEFERRED COMP	2,897.95
157	11/30/2011	MINNESOTA DEPT OF REVENUE	NOVEMBER SALES & USE TAX	9,309.00
158	11/28/2011	CROW WING POWER	ELECTRIC SERVICE	4,808.46
26915	11/10/2011	PAUL BUNYAN COMMUNICATIONS	SEPT-NOV CHANNEL TRANSPORT	2,900.00
26916	11/10/2011	BRAINERD LAKES AREA ECON DEVELOPMENT	CORPORATE MEMBERSHIP	350.00
26917	11/10/2011	NMN INC	2012 CALENDARS - 325 EA	1,563.05
26918	11/10/2011	REEDS MARKET	BUNS, ETC. FOR EE MEETING	14.67
26919	11/10/2011	MINNESOTA TELECOM ALLIANCE	2012 MEMBERSHIP DUES	5,200.00
26920	11/10/2011	ECHO PUBLISHING & PRINTING INC	FOOTBALL AD	44.00
26921	11/10/2011	GOPHER STATE ONE CALL	LOCATES	133.40
26922	11/10/2011	ONVOY VOICE SERVICES	0264 & 6264 PROGRAMS, LAKES LD, OPR SERV, SS7	10,801.35
26923	11/10/2011	MOSS & BARNETT	RE: TMOBILE LEASE	112.50
26924	11/10/2011	UNITED PARCEL SERVICE	WKLY SERVICE & MISC SHIPPING	132.53
26925	11/10/2011	CROSSLAKE COMMUNICATIONS	PHONE SERVICE, COMM CTR VOICE MAIL	418.54
26926	11/10/2011	CITY OF CROSSLAKE	OPERATING TRANSFER	21,666.67
26927	11/10/2011	CITI LITES INC	LOCATES	2,357.36
26928	11/10/2011	THE OFFICE SHOP INC.	OFFICE SUPPLIES	332.14
26929	11/10/2011	XCEL ENERGY	OCT NATURAL GAS	69.61
26930	11/10/2011	IKON OFFICE SOLUTIONS	COPIER MAINT. 9/23 - 11/22	132.56
26931	11/10/2011	AMERIPRIDE LINEN & APPAREL	RUG & TOWEL SERVICE	94.67
26932	11/10/2011	MINNESOTA 9-1-1 PROGRAM	911, TAP, TAM	1,627.29
26933	11/10/2011	BRAINERD LAKES AREA CHAMBER	LAKES AREA GUIDE	595.00
26934	11/10/2011	NATIONAL CABLE TELEVISION COOP	2474' 750 COAX, 2584' 750 COAX	6,321.65
26935	11/10/2011	CENTRAL TRANSPORT GROUP LLC	1 T3 & 4 DS1'S	3,708.32
26936	11/10/2011	PINNACLE PUBLISHING LLC	TELEPHONE DIRECTORY-3	1,187.02
26937	11/10/2011	ROVI GUIDES	AFFILIATE PAYMENT	207.73
26938	11/10/2011	FOX SPORTS NET NORTH	AFFILIATE PAYMENT	5,476.83
26939	11/10/2011	TOWER DISTRIBUTION COMPANY	AFFILIATE PAYMENT	290.43
26940	11/10/2011	LIFETIME	AFFILIATE PAYMENT	668.48
26941	11/10/2011	TV GUIDE NETWORKS INC	AFFILIATE PAYMENT	513.10
26942	11/10/2011	JOHNSON KILLEN & SEILER PA	CONTRACT NEG. REVIEW	277.50
26943	11/10/2011	AT&T - DALLAS TX	PARS 11/1 BAN 1499	229.83
26944	11/10/2011	7SIGMA SYSTEMS INC	OCTOBER CONSULTING	2,000.00
26945	11/10/2011	THELEN HEATING & ROOFING INC.	SERVICE FURNACES IN GARAGE	189.00
26946	11/10/2011	CORNERSTONE PUBL GROUP INC.	NOVEMBER NEWSLETTER	1,822.17
26947	11/10/2011	CYNTHIA PERKINS	CAFE PLAN REIMBURSEMENT - BAL \$92	25.00
26948	11/10/2011	CROSSLAKE ACE	OCTOBER CHARGES	177.93
26949	11/10/2011	NATIONAL CABLE TEL COOP INC	AFFILIATE PAYMENT	32,531.94
26950	11/10/2011	EQUUS COMPUTER SYSTEMS INC	PC FOR RESALE	582.97
26951	11/10/2011	CINNAMON MUELLER	RETRANSMISSION	1,020.00
26952	11/10/2011	KARE 11 TV	AFFILIATE PAYMENT	731.00
26953	11/10/2011	CALIX NETWORKS INC	42 EA 720 ONT REPLACEMENTS	9,419.61
26954	11/10/2011	WASTE PARTNERS INC.	OCTOBER TRASH REMOVAL	75.06
26955	11/10/2011	DISCOVERY COMMUNICATIONS INC.	AFFILIATE PAYMENT	128.69
26956	11/10/2011	WEATHER CENTRAL	NOVEMBER DATA FEED	195.00
26957	11/10/2011	IKON FINANCIAL SERVICES	COPIER LEASE 21 OF 60	385.32
26958	11/10/2011	NORTHLAND PRESS	OCTOBER ADS	141.60
26959	11/10/2011	ZAYO BANDWIDTH	DEDICATED FACILITIES & BANDWIDTH	1,195.00
26960	11/10/2011	TIGER DIRECT	PWR SUPPLY & VIDEO CARD FOR RESALE	100.32
26961	11/10/2011	KSTP-TV LLC	AFFILIATE PAYMENT	418.50
26962	11/10/2011	ONLINE INFORMATION SERVICES	11 EXCHANGE REPORTS	59.70
26963	11/10/2011	HUB TELEVISION NETWORKS, LLC	AFFILIATE PAYMENT	24.03
26964	11/10/2011	BRAINERD HYDRAULICS	REPAIR DITCH WITCH	31.31
26965	11/10/2011	ONLINE COLLECTIONS	COLLECTION COMMISSIONS	100.66
26966	11/10/2011	BIG 10	AFFILIATE PAYMENT	1,347.60
26967	11/10/2011	TIME COMMUNICATIONS	ANSWERING SERVICE	388.91
26968	11/10/2011	VERIZON WIRELESS	CELL PHONES	259.10

26969	11/10/2011	AQUARIUS WATER CONDITIONING INC.	NOV WATER SOFTENER RENTAL	44.89
26970	11/10/2011	CROSSLAKE COMMUNITY SCHOOL	BEAR REIMBURSEMENT	4,104.73
26971	11/10/2011	NISC	MONTHLY SOFTWARE BILLING	2,438.86
26972	11/10/2011	MIKE BRETTSCHEIDER	CREDIT REFUND	51.82
26973	11/23/2011	IBEW LOCAL UNION 949	UNION DUES	430.09
26974	11/23/2011	CROSSLAKE COMMUNITY SCHOOL	ADD'L BEAR REIMBURSE DUE	50.08
26975	11/28/2011	EMILY COOPERATIVE TELEPHONE	NOVEMBER VIDEO TRANSPORT	2,945.00
26976	11/28/2011	NMN INC	1000 EA VIPER BUDGET PENS	446.00
26977	11/28/2011	OLSEN THIELEN CO LTD	3RD QTR 499Q, GENERAL ADVICE	1,194.00
26978	11/28/2011	CENTURYLINK	11/20 ACCESS MN CSLK-20	7.30
26979	11/28/2011	THE OFFICE SHOP INC.	PAPER TOWELS & PKG TAPE	267.87
26980	11/28/2011	XCEL ENERGY	METER CHARGES - SUNRISE & 16	54.80
26981	11/28/2011	NTCA	ANNUAL DUES	4,527.00
26982	11/28/2011	DELTA DENTAL PLAN OF MINNESOTA	DECEMBER DENTAL PREMIUM	572.00
26983	11/28/2011	SOLIX	B&C STATEMENT	30.40
26984	11/28/2011	MN NCPERS LIFE INSURANCE	DECEMBER LIFE PREMIUM	48.00
26985	11/28/2011	NATIONAL CABLE TELEVISION COOP	DRILL BITS, SURGE SUPPRESSORS, CABLE TIES, ETC	1,134.58
26986	11/28/2011	NEUSTAR INC.	SOW & LNP CHARGES	108.08
26987	11/28/2011	MERRILL LYNCH	OCTOBER VISA ACTIVITY	1,948.35
26988	11/28/2011	ASSURANT EMPLOYEE BENEFITS	DECEMBER LONG TERM DISABILITY	387.61
26989	11/28/2011	MINNESOTA LIFE INSURANCE CO	DECEMBER LIFE PREMIUM	201.50
26990	11/28/2011	AVID COMMUNICATION CONST. INC	ADD 50 PR TO SUNDANCE, NORTHGATE, CO 66 & TROUT	2,923.70
26991	11/28/2011	UNIVERSAL SERVICE ADMIN CO.	NOVEMBER FUSC	2,478.20
26992	11/28/2011	SHOWTIME NETWORKS INC	AFFILIATE PAYMENT	230.00
26993	11/28/2011	MIKES ELEC OF CROSSLAKE LLC.	2 CEILING FANS INSTALLED	424.00
26994	11/28/2011	VANTAGE POINT	OCT TTP SERVICE	210.00
26995	11/28/2011	CROW WING COUNTY HIGHWAY DEPT.	OCTOBER DIESEL & UNLEADED FUEL	995.83
26996	11/28/2011	T-MOBILE USA INC.	RECIP COMP 10/1 - 10/31	23.44
26997	11/28/2011	TIGER DIRECT	WIRELESS DESKTOP FOR NATE, 5 DESKTOP SCANNERS	622.04
26998	11/28/2011	CHERIE E. AYD	NOVEMBER CLEANING	689.34
26999	11/28/2011	COOPERATIVE NETWORK SERV LLC	NOV LOCAL CHANNEL TRANSPORT	500.00
27000	11/28/2011	NTCA GROUP HEALTH PLAN	DECEMBER LIFE & HEALTH PREMIUM	12,342.40
27001	11/28/2011	NISC	NOVEMBER SOFTWARE LIC FEES	2,453.86
27002	11/28/2011	BUSINESS CARD	MTA FALL CONFERENCE-CYNDI & DEBBY	205.49
27003	11/28/2011	ESSENTIA HEALTH	EE DRUG TESTING	25.00
27004	11/28/2011	CHERYL GIVEN	CREDIT REFUND	99.66
27005	11/28/2011	LANCE V MOBERG	CREDIT REFUND	24.64
27006	11/28/2011	NISC	NOV 1 BILLING, INSTALL & TRAINING	24,910.86
		Total for General Account :	(104)	235,357.00
1233	11/28/2011	NORTHLAND TRUST SERVICES INC.	BOND PAYMENT	364,346.25
		Total for 4M Fund :	(1)	364,346.25
		Grand Total :	(105)	\$ 599,703.60