

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
WEDNESDAY, JANUARY 7, 2004
1:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Wednesday, January 7, 2004 at 1:00 P.M. The following Councilmembers were present: Mayor Darrell Swanson, Irene Schultz, Chuck Miller and Dean Eggena. Also present were City Administrator Tom Swenson, Clerk/Treasurer Darlene Roach, Public Works Director Ted Strand, Community Development Director Ken Anderson and Park & Recreation Director Jon Henke. There were four individuals in the audience. Mayor Swanson called the special meeting to order at 1:00 P.M. and turned the meeting over to City Administrator Tom Swenson

Tom Swenson referred the Council to page 45 of the Comprehensive Plan Draft regarding transportation. At a previous Council meeting, it was determined that changes may need to be made to the Assessment Policy when improving roads such as Daggett Pine Road and West Shore Drive. Tom Swenson stated that if Daggett Pine Road is to be assessed, the project would probably not be completed in 2004 because there would not be enough time to change the ordinance, hold the hearings and design the road by March, which is when bids for construction would normally be going out. Councilman Miller stated that widening roads and adding ditching is part of an improvement to a road, not maintenance, so the costs should be assessed. Councilman Miller referred to Subd. 1. of Section 10.5. of Chapter 10 of the City Ordinance that reads "Currently Maintained Bituminous Roads. Costs of crack filling, seal coating, and overlays will be paid by the City." Councilman Eggena agreed that clearing widening, ditching, etc. should be assessed and that the City should only pay for the new wear-course. Tom Swenson wanted to be clear in his understanding that if Daggett Pine Road was widened from 20 feet to 24 feet, that the City would assess the benefiting property owners for 2 feet on each side of the road, even if the majority of the traffic was due to the campground, church and park. Councilmen Eggena and Miller confirmed that this is how they felt the assessment policy should be implemented when improving an existing bituminous road, such as Daggett Pine Road and West Shore Drive. Tom Swenson replied that some of the assessments could be as little as \$200 and that over a 10-year period, this would be a lot of paperwork to track. Councilman Miller warned that if the City widens these roads without assessments, then everyone will want their roads widened. Councilman Eggena added that if the City would follow Minnesota Statutes, Chapter 429, many questions on the assessment policy would be answered. Mayor Swanson asked how the City policy differs from the County policy when they widened County Road #103. Tom Swenson replied that the County does not assess for County roads. Councilman Miller stated that when the assessment policy was started, the Council wanted the City to put away a certain amount of money each year to fix the roads and that this has not been done. Councilman Miller stated that if there is no assessment on Daggett Pine Road, then only an overlay should be constructed. Tom Swenson stated that the 2004 estimate to improve Daggett Pine Road was \$430,000. Councilman Eggena stated that 50% of this amount should be assessable, and there wouldn't be little assessment amounts to track.

Councilwoman Schultz stated that she feels that assessing Daggett Pine Road would require too much manpower of the City staff. Tom Swenson asked if the Council wanted any changes to the roads to be assessed. Councilman Eggena answered that that was a good way to word it. Mayor Swanson suggested that the Council receive enough information by Monday at the Regular Council Meeting to make a decision on changing the ordinance. Councilwoman Schultz cautioned that a decision should be made as soon as possible so that the project could move forward.

Before Councilwoman Schultz left the meeting at 1:30 P.M., A MOTION WAS MADE BY CHUCK MILLER, SECONDED BY IRENE SCHULTZ TO APPROVE FINAL PAYMENT TO CROSSLAKE CONSTRUCTION FOR THE ROOF PROJECT IN THE AMOUNT OF \$11,841.84. Mayor Swanson stated that there had been a lot of discussion regarding the roof project but that the final product is good and he is glad that the City completed the project. AYES FROM COUNCILMEMBERS MILLER, SCHULTZ AND MAYOR SWANSON WITH COUNCILMAN EGGENA ABSTAINING FROM THE VOTE AS HIS SON OWNS CROSSLAKE CONSTRUCTION.

The Assessment Policy discussion continued. Tom Swenson suggested that the title of Subd. 2. of the ordinance be changed to read, "Currently Maintained Bituminous, Gravel and Sand Roads". Mayor Swanson suggested that the following be added at the end of Subd. 1.: "Road reconstruction including widening, drainage improvements, additions to aggregate, etc. will be assessed under the policy of Subd. 2. The Mayor stated that the City Attorney could help with the wording of the ordinance amendment. Now that the Council was clear on the ordinance changes, the Mayor questioned if the City Engineer could also be directed to begin his part of this project. Tom Swenson replied that the City Engineer could begin working on this project, however, Chapter 429 requires the City to follow a certain order of events when assessing a project. Mr. Swenson stated that he would ask the City Attorney to have a draft of the ordinance ready for the Regular Council Meeting, Monday night.

Tom Swenson questioned how the assessment policy would work if only drainage by bridges and culverts was done and if they would be assessable. Councilman Miller replied that these types of improvements would be assessed only if the entire road was being improved. Councilman Eggena suggested using a percentage of improvements to the project to determine whether or not to assess, for example; if just the improvements needed for Daggett Pine Road were 20% or more of the entire project being done, than the improvement costs would be assessable; if the improvements were 19% of the project, than the City would pay for the improvements or project would not be done at all. Mayor Swanson agreed that the City Council should have the final say as to whether or not a project should be done. Ken Anderson cautioned that the law requires the property value to increase by the amount of the assessment. Mayor Swanson suggested that the Council think about this ordinance change and wait to see a draft Ordinance Amendment on Monday night.

DECEMBER BILLS PAID IN JANUARY
7-Jan-04

VENDOR	DEPT	AMOUNT
Blue Lakes Disposal, trash removal	ALL	140.00
Crosslake Polaris, saw chains and sharpening	PW	58.05
Crosslake Sheetmetal, repair heat old pw garage	PW	344.95
Donald Hannahs, animal control enforcement services	Gov't	49.08
Echo Publishing, public hearing 1-12	PW	23.63
Galls Inc., namestrips	Police	40.45
Glen Gustafson, title transfer cserpes property	P&R	150.00
Holiday of Crosslake, fuel	Fire	79.53
Houston Ford, oil change	Police	23.75
Sandelin Law Office, legal fees	ALL	5,187.54
Triangle Oil, unleaded gasoline	PW	465.92
Triangle Oil, diesel fuel	PW	104.49
Widseth Smith Nolting, engineering fees	ALL	15,689.46
Ziegler Cat, cutting edges	PW	484.40
Ziegler Cat, hook attachment	PW	633.68
TOTAL		23,474.93

BILLS FOR APPROVAL**7-Jan-04**

VENDORS	DEPT	AMOUNT
Ace Hardware, screws, glue, tape	PW	38.73
Crosslake Communications, modem line	PW	34.27
Erik Lee, reimburse for training	Police	189.00
Frank Cserpes, reimburse appraisal cost	P&R	250.00
Mastercard, tv for video camera	Gov't	170.39
MaSys Corp., pc/enfors maintenance	Police	1,187.48
MN Recreation & Park Assn, membership dues	P&R	200.00
MN Rural Water Assn, membership dues	PW	195.00
Postmaster, postage for newsletters	Admin	183.00
TOTAL		2,447.87