

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
THURSDAY, SEPTEMBER 2, 1999
1:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Tuesday, September 2, 1999. The following Councilmembers were present: Mayor Darrell Swanson, Dean Swanson, Richard Upton and Charles Miller (who arrived at 1:10 P.M.). Also present was City Administrator Thomas Swenson, Deputy Clerk Darlene Roach and Sheila Haverkamp of Brainerd Lakes Area Development Corporation. There is currently one vacancy on the Council.

Mayor Swanson called the special meeting to order.

1. Revised Partial Pay Estimate #1 – A revised pay estimate was prepared by Widseth Smith Nolting due to a \$61,000 change order previously approved by the Council. The revised pay estimate includes a ten percent retainage fee. MOTION 09S1-01-99 WAS MADE BY RICHARD UPTON AND SECONDED BY DEAN SWANSON TO APPROVE REVISED PARTIAL PAYMENT ESTIMATE NO. 1 DATED AUGUST 31, 1999 IN THE AMOUNT OF \$133,016.44. MOTION CARRIED WITH ALL AYES.
2. Brainerd Lakes Area Development Corporation – Sheila Haverkamp thanked the Council for their past support of BLADC and requested that \$1500 be budgeted for the Year 2000 in order to allow their organization to continue their efforts in supporting economic development in Crosslake.
3. Interim Park and Recreation Director Dennis Palm presented the proposed Park and Recreation Budget for 2000. He stated that the budget reflects the same level of service in 2000 as in 1999 with four areas of change in expenditures.
 - a. Joe Ulschmid, Park Maintenance Employee, currently works 27 to 30 hours per week and there is a need for him to work additional hours.
 - b. Rose Stimac, Park and Recreation Assistant, currently works 37 hours and this position needs to be increased to 40 hours per week.
 - c. Additional funding needs to be included to add additional part time employees to cover the Center, and
 - d. A new category should be added to the budget for "Trips and Tours".

Capital Outlay – Work needs to be done on the parking lot to correct the drainage problem. The Lioness Organization has offered to donate half of the cost of installing cabinets and countertops in the kitchen. A proposal was received from Cardinal Cabinet Company in the amount of \$2,027.50 of which the City's portion would be approximately \$1000. The proposed budget for the Park and Recreation Department is \$162,175.

4. Fire Chief Mike Amsden presented the Year 2000 budget for the Fire Department. He stated that the proposed 2000 budget is less than the 1999 budget. He stated that some of the capital outlay items will be purchased in 1999 from funds not yet expended. He stated that the ISO rating of 8, currently held by the City, could change in 2002 when the 1972 truck becomes outdated. It was noted that the 1999 budget contained \$5000 towards the purchase of a smoke cutter and \$5000 is included in the 2000 budget towards this purchase. The total cost is between \$18,000 and \$20,000. The proposed budget for the Fire Department is \$122,649.
5. Public Works Foreman Pat Hoag stated that salaries, benefits and address signs were the categories being increased in the Year 2000 budget. Pat suggested that the City utilize Sentence to Serve Personnel whenever possible to assist in the installation of over 2700 address signs. He stated that the money budgeted in 1999 for a shouldering machine was used to purchase a lawn tractor which is shared between Public Works and the Park Department. The tires on the loader will need to be replaced in 2000. There was some discussion regarding vehicle replacement and whether the City should operate the vehicles until they are older or whether they should be replaced while they still have some trade in value. It was noted that the loader and dump truck are the higher priorities while the grader has the lowest priority due to the paving projects currently underway. The proposed budget for the Public Works Department is \$405,470.
6. Sergeant Erik Lee presented the Police Department budget. Since the LEADERS software program, currently being used in the Police Department, is not compatible with the Year 2000, the department is researching other software options. There is a program being considered at the County level that would merge all police departments into one system via telephone line, however, no software decision has been made at this time. The proposed budget for the Police Department is \$254,239.
7. City Administrator Swenson reviewed the other department budgets. The proposed Council budget is \$18,926 down from \$19,006 in 1999. The Administrator's budget will be increased due to utilizing the receptionist full time in Administration and salary increases. A copy machine is being considered under Capital Outlay with the cost being split between Planning and Zoning and Administration. The proposed budget for Administration is \$160,779. A primary and general election will be held in 2000 and the cost for leasing an optical scanner is included in the proposed budget. The proposed budget for Elections is \$3675. The proposed budget for Audit and Legal Services is \$20,050 down from \$25,950 in 1999. The Planning and Zoning proposed budget is an increase from 1999 due to the Director position, the addition of another Planning and Zoning Assistant, septic system instruction and computer training. The proposed budget for Planning and Zoning is \$180,458. The budget for

General Government includes \$10,000 to be put in reserve for Emergency Management, \$10,000 to replenish reserves used to purchase the Sewer/Public Works property and \$11,000 to be put in reserve for a generator. There was some discussion regarding donations to the Chamber of Commerce and the County Historical Society. A donation to the Chamber was approved provided the City become a voting member and that the money is spent to support Crosslake Chamber activities. The County Historical Society donation request was decreased to \$100. The proposed General Government budget is \$97,278. No change was made in the ambulance subsidy, recycling subsidy or to the Cemetery budget. The proposed budget for the Library is \$1000. Revenue detail and the Debt Service budget will be available at the next budget meeting.

City Administrator Swenson stated that the Department of Revenue decreased the City's HACA allocation due to a revised formula for providing State Aid to the Pequot School District due to the Reed TIF district.

A meeting has been scheduled for September 7th with Sid Inman, Paul Sandelin and Tom Swenson to work on the Development Agreement for the Stone TIF District. Sid Inman is reviewing the Reed TIF Agreement as it relates to HACA.

8. General Manager Larson requested approval to hire Dennis Leaser contingent on their working out an employment package. No action was taken by the Council.
9. Memo dated September 2, 1999 from the Personnel Committee – Due to Kevin Diedrich not passing the POST Board Examination, it was recommended that he be terminated from employment. MOTION 09S1-02-99 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON THAT KEVIN DIEDRICH BE TERMINATED FROM HIS POSITION WITH THE POLICE DEPARTMENT DUE TO NOT HAVING SATISFIED THE REQUIREMENTS OF HIS HIRING. MOTION CARRIED WITH ALL AYES.

MOTION 09S1-03-99 WAS MADE BY CHUCK MILLER AND SECONDED BY RICHARD UPTON TO ADJOURN THIS SPECIAL COUNCIL MEETING AT 4:00 P.M. MOTION CARRIED WITH ALL AYES.

Recorded and transcribed by:



Darlene J. Roach
Deputy Clerk