

SPECIAL COUNCIL MEETING  
CITY OF CROSSLAKE  
THURSDAY, JUNE 25, 1998  
1:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Thursday, June 25, 1998 at 1:00 P.M. The following Councilmembers were present: Mayor Robert Scott, Donna Keiffer, Charles Miller, Raymond Smyth and Richard Upton. Also present was City Administrator Thomas Swenson, City Attorney Steve Qualley and Deputy Clerk Darlene Roach. Also present was General Manager Kevin Larson, Police Chief John Backdahl and Utilities Commission Member Armond Gease.

Mayor Scott called the meeting to order at 1:00 P.M.

1. Approval of Telephone Company Construction Contract for Building Expansion - General Manager Kevin Larson read a memo from the Utilities Commission which recommended awarding a contract to Nor-Son, Inc. of Baxter in the amount of \$415,000 contingent upon review by the City Attorney. Approval was requested that the Mayor, City Administrator and Telephone Company Manager sign the contract.

In a conversation with Architect George Riches, Kevin Larson was informed that the Standard AIA contract will be used. The usual 10% holdbacks will be implemented, liability insurance certificates in the amount of one million dollars will be obtained and Workers Compensation certificates provided for Nor-Son employees and the sub-contractors will be provided.

Mayor Scott asked if Nor-Son would cover any damage to equipment or if service would be affected since the project requires remodeling in addition to rebuilding. Kevin Larson stated that Nor-Son has experience with remodeling jobs in Utilities Companies and are aware of the concerns regarding dust in the area of the equipment. Kevin commented that most of the equipment would be moved to the warehouse or to the temporary trailer which will be located on the South side of the building. Councilmember Smyth asked about the alternates which were deductions to the bids. Kevin Larson stated that the alternates would not be used at this time and that the bid was firm with the exception of any change orders that may be approved by the Council. A groundbreaking ceremony will be held on Wednesday, July 1, 1998. MOTION 06S3-01-98 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE THE RECOMMENDATION OF THE UTILITIES COMMISSION. MOTION CARRIED UNANIMOUSLY.

2. Accept \$1000 donation from Northern States Power for Fireworks - MOTION 06S3-02-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO ACCEPT WITH APPRECIATION THE CONTRIBUTION OF \$1000 FROM NORTHERN STATES POWER FOR FIREWORKS. MOTION CARRIED UNANIMOUSLY.

3. Bills for payment – MOTION 06S3-03-98 WAS MADE BY RAY SMYTH AND SECONDED BY RICHARD UPTON TO APPROVE THE BILLS FOR PAYMENT AS SUBMITTED IN THE AMOUNT OF \$7,184.91 AND TO ISSUE A CHECK IN THE AMOUNT OF \$1000 TO THE CHAMBER OF COMMERCE FROM NORTHERN STATES POWER FOR FIREWORKS. MOTION CARRIED UNANIMOUSLY.
4. City Administrator Swenson recommended that Cindy McCulloch be removed from probationary status effective July 5, 1998 and be placed on Step 2 of the Union Salary Schedule. MOTION 06S3-04-98 WAS MADE BY RICHARD UPTON AND SECONDED BY DONNA KEIFFER TO REMOVE CINDY MCCULLOCH FROM PROBATIONARY STATUS EFFECTIVE JULY 5, 1998 WITH PLACEMENT ON STEP 2 OF THE SALARY SCHEDULE. MOTION CARRIED UNANIMOUSLY.

MOTION 06S3-05-98 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO CLOSE THIS SPECIAL MEETING AT 1:10 P.M. TO DISCUSS A PERSONNEL MATTER WITH LEGAL COUNSEL. MOTION CARRIED UNANIMOUSLY.

Taped and transcribed by;



Darlene J. Roach  
Deputy Clerk

