

COUNCIL PROCEEDINGS
CITY OF CROSSLAKE MINNESOTA
REGULAR COUNCIL SESSION
MAY 8, 1995
7:00 P.M. CITY HALL

The Council for the City of Crosslake, Minnesota met in the Chambers of City Hall on Monday, May 8, 1995. The following Councilmembers were present: Mayor David M. Kolesar, Jane M. Michaud, Charles O. Miller, John R. (Jack) Webster and Raymond P. Smyth. Also present was City Clerk Arlene A. Buchite, City Attorney Paul Sandelin, Reporter Jean Paul Hudon and approximately 22 residents.

Mayor Kolesar called the meeting to order at 7:00 P.M.

CRITICAL ISSUES - Nothing

CONSENT CALENDAR -

MOTION 05R-01-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JANE MICHAUD TO APPROVE ALL ITEMS ON THE CONSENT CALENDAR CONSISTING OF: (1) MINUTES OF THE APRIL 10, 1995 REGULAR COUNCIL MEETING WITH A CORRECTION ON PAGE 4, PARAGRAPH 2 UNDER PARK AND RECREATION TO READ "THE DNR GRANT, WHICH HAD BEEN DISCUSSED AT THE MARCH MEETING, WILL NOT BE APPLIED FOR AT THIS TIME SINCE THE DEADLINE IS MAY 1ST, BUT WILL BE APPLIED FOR THE NEXT ROUND."; (2) MINUTES OF THE APRIL 21, 1995 SPECIAL COUNCIL MEETING AND; (3) CLERK/TREASURER'S FINANCIAL REPORT FOR APRIL. MOTION CARRIED UNANIMOUSLY.

CLERK'S REPORT -

MOTION 05R-02-95 WAS MADE BY RAY SMYTH AND SECONDED BY JANE MICHAUD TO APPROVE ALL BILLS FOR PAYMENT CONSISTING OF: (1) BONESTROO, ROSENE, ANDERLIK & ASSOCIATES FOR COMMUNITY CENTER DESIGNS FOR \$31,360.00 AND (2) CROSSLAKE SANITATION FOR RECYCLING FOR \$950.00. MOTION CARRIED UNANIMOUSLY.

The Council discussed increasing the liquor license fees and the renewal of the existing licenses.

MOTION 05R-03-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JANE MICHAUD TO HOLD A PUBLIC HEARING ON JUNE 12TH AT 6:30 P.M. TO DISCUSS INCREASING THE LIQUOR LICENSE FEES. MOTION CARRIED UNANIMOUSLY.

MOTION 05R-04-95 WAS MADE BY JANE MICHAUD AND SECONDED BY JACK WEBSTER TO INCREASE ON SALE LICENSES FROM \$900 TO \$1000, SUNDAY LICENSES FROM \$150 TO \$200 AND WINE LICENSES FROM \$50 TO \$100 AND ELIMINATE THE DANCE LICENSES. MOTION CARRIED UNANIMOUSLY.

A request from the Pequot Lakes School for a donation for Grad Blast had been received.

MOTION 05R-04-95 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO PAY \$100 TOWARDS THE PEQUOT LAKES GRAD BLAST. MOTION CARRIED UNANIMOUSLY.

A report from the State Demographer showed an increase in population to 1,226 from 1,164.

A Title Opinion had been received from the City Attorney's Office for Lot 6, Block 2, Old Log Headquarters. This property abuts the Emergency Services Center and would serve as a buffer zone between the Emergency Services Center and the residents in Old Log Landing. MOTION 05R-06-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JANE MICHAUD TO FORWARD A CHECK FOR \$7,000 FOR THE PURCHASE OF LOT 6, BLOCK 2 OLD LOG HEADQUARTERS AND PAY \$79.72 FOR 1/2 OF THE REAL ESTATE TAXES FOR THE PROPERTY. MOTION CARRIED UNANIMOUSLY.

A letter had been received from the County Assessor's Office showing that 2,523 Notice of Assessment cards had been mailed to property owners. The Board of Review Meeting will be held on Thursday, May 18th at 10:00 A.M. at City Hall.

MAYORS'S REPORT -

Mayor Kolesar read the American Legion Auxiliary Proclamation and proclaimed May 12th - May 13th as Poppy Days in Crosslake.

MOTION 05R-07-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JANE MICHAUD TO APPOINT BOB GARIN AS CIVIL DEFENSE DIRECTOR FOR CROSSLAKE. MOTION CARRIED UNANIMOUSLY.

The annual League of Minnesota Cities Conference will be held in Duluth June 14th - June 16th.

MOTION 05R-08-95 WAS MADE BY JANE MICHAUD AND SECONDED BY CHUCK MILLER TO APPROVE THE MAYOR AND MR. WEBSTER ATTENDING THE ANNUAL LEAGUE CONFERENCE IN DULUTH IN JUNE. MOTION CARRIED UNANIMOUSLY.

City Attorney's Gammello & Sandelin had approached the City about handling City prosecutions. There would be no cost to the City for this service. Instead of the County getting 2/3 of the fines and the City 1/3, the County would get 1/3, the City 1/3 and the Attorney's firm 1/3.

MOTION 05R-09-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JANE MICHAUD TO HAVE THE LAW FIRM OF GAMMELLO & SANDELIN P.A. HANDLE CITY PROSECUTIONS. MOTION CARRIED UNANIMOUSLY.

A policy on donations had been received from the League of Minnesota Cities and it was suggested by the Mayor that the City adopt a policy to cover requests from various organizations.

MOTION 05R-10-95 WAS MADE BY JACK WEBSTER AND SECONDED BY JANE MICHAUD TO HAVE THE CITY ATTORNEY DRAFT A POLICY FOR DONATIONS. MOTION CARRIED UNANIMOUSLY.

COMMISSION REPORTS -

PLANNING AND ZONING -

The Commission recommended the Council approve the final plat of

Johnstons Oak Bluffs provided the road bond, park dedication fee, construction deposit and professional fees incurred by the City are paid.

MOTION 05R-11-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO APPROVE THE FINAL PLAT OF JOHNSTONS OAK BLUFFS WHEN ALL CONDITIONS IMPOSED BY PLANNING AND ZONING ARE MET. MOTION CARRIED UNANIMOUSLY.

The Commission recommended approval of the preliminary plat of Curry's Addition to Crosslake.

MOTION 05R-12-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO APPROVE THE PRELIMINARY PLAT OF CURRY'S ADDITION TO CROSSLAKE CONTINGENT UPON PAYMENT OF THE PARK DEDICATION FEE AND RECEIVING A SATISFACTORY TITLE OPINION PRIOR TO THE FINAL PLAT BEING SIGNED. MOTION CARRIED UNANIMOUSLY.

After reviewing the old fire hall property, the Commission recommended the property remain as one parcel rather than subdividing into two lots and to obtain an easement for the 40' strip between the new Emergency Services Center and the old fire hall.

MOTION 05R-13-95 WAS MADE BY JANE MICHAUD AND SECONDED BY JACK WEBSTER TO KEEP THE OLD FIRE HALL PROPERTY AS ONE PIECE OF PROPERTY RATHER THAN SELL OFF PART OF IT AND TO HAVE THE CITY ATTORNEY CHECK INTO AN EASEMENT. MOTION CARRIED UNANIMOUSLY.

It was suggested by Zoning Administrator Teri Hastings that the Forestry Amendment be further reviewed by the Planning and Zoning Commission for a clarification in the commercial district in regards to clearcutting.

MOTION 05R-14-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO SEND ORDINANCE NO. 68, THIRD SERIES BACK TO THE PLANNING AND ZONING COMMISSION FOR REVIEW. MOTION CARRIED UNANIMOUSLY.

Teri Hastings had done a sewer inspection for the City of Breezy Point when their Zoning Administrator was unavailable so it was suggested that a policy be put in place to allow for these emergency type situations. A policy will be drafted for review at the next Council meeting.

PUBLIC WORKS/CEMETERY -

The Public Works Commission had four recommendations before the City Council. The first was a request for Pat Hoag to attend the Public Works Conference at Grandview Lodge May 10th - 12th.

MOTION 05R-15-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JACK WEBSTER TO APPROVE THE ATTENDANCE OF PAT HOAG AND MR. KOLSTAD AT THE PUBLIC WORKS CONFERENCE ON MAY 10TH, 11TH AND 12TH AT GRANDVIEW LODGE. MOTION CARRIED UNANIMOUSLY.

Secondly, that the City adopt a policy for the upgrading of private roads before the City accepts them.

Thirdly, to sell the old dump truck and to utilize the money within the Public Works Department.

MOTION 05R-16-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JACK WEBSTER

TO SELL THE OLD DUMP TRUCK AND PUT THE MONEY INTO THE PUBLIC WORKS CAPITAL IMPROVEMENT FUND. MOTION CARRIED UNANIMOUSLY.

A request was made to clean the old community center slab as it poses a hazard to the public.

MOTION 05R-17-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JANE MICHAUD TO HAVE THE OLD SLAB AT THE COMMUNITY CENTER CLEANED UP FOR APPROXIMATELY \$1,000 FROM THE PARK AND RECREATION REPAIRS AND MAINTENANCE FUND. MOTION CARRIED UNANIMOUSLY.

PUBLIC SAFETY -

The Fire Department responded to 6 medical calls, one being a rescue, and one structure fire with a fatality in April.

Fire contracts had been signed and received back from Manhattan Beach and Timothy Township along with their checks for service.

North Ambulance had 18 call outs in April with 12 patients transported.

A lease agreement is being drafted by the City Attorney which defines usage and occupancy guidelines for the Emergency Services Center.

The Police Department reported 88 incidents in April. A contract for police protection was accepted by Mission Township and this service will begin May 1, 1995. Jane reported that in checking on the COPS FAST money, it is currently in the financial review process and the City should be notified in four to six weeks when they will receive the grant money. A juvenile arrest was made in April which concluded an investigation solving a total of 13 burglaries and vandalism complaints in Crosslake and Crow Wing County.

The Public Safety Commission recommended the City Council approve contacting the Minnesota Department of Transportation to conduct a feasibility study for a flashing light at the intersection of CSAH #3 and Route 66 with Route 66 showing a yellow flashing light and #3 and the campground road a red flashing light. In conjunction with this, install a pedestrian crosswalk across Route 66 with pushbutton control to temporarily stop traffic on Route 66 with time to be determined by the MNDOT. Mayor Kolesar had also suggested that a portable flashing caution light be looked into for use during flea market days at the Game and Fish Building. Jack Webster suggested talking to the County Engineer Duane Blanck regarding the lights and to also look into an emergency siren activation system.

MOTION 05R-18-95 WAS MADE BY RAY SMYTH AND SECONDED BY JANE MICHAUD TO APPROACH MNDOT ABOUT DOING A SURVEY TO INSTALL A FLASHING PEDESTRIAN CROSSWALK ACROSS ROUTE 66 AT THE INTERSECTION OF CSAH #3 WITH A PUSHBUTTON CONTROL. MOTION CARRIED UNANIMOUSLY.

An enhanced 911 presentation was made by Sheriff Dick Ross at the April 6th Public Safety Commission meeting. Further detail will be given at the June meeting.

UTILITIES -

Citi-Lites Company was sent a bill last winter totaling \$6,263.00 covering labor by the Crosslake Telephone & Cable Company to repair line cuts made by Mueller Pipeline while burying NSP gas lines. Citi-Lites did not feel this expense was their problem due to the lack of or hazy mapping they were working from. Dick Hubbard and Tom Mezzenga met with the firm and an agreement was reached to pay 50% of the bill.

MOTION 05R-19-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO ACCEPT \$3,131.50 AS A 50% REDUCTION IN THE BILL TO CITI-LITES FOR THE CABLE CUT COSTS INCURRED IN 1994. MOTION CARRIED UNANIMOUSLY.

The Commission recommended the Council accept the bid from Vermeer Sales Company for a new drop plow in the amount of \$15,062.00.

MOTION 05R-20-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO ACCEPT THE LOW BID FROM VERMEER SALES COMPANY FOR \$15,062 FOR A DROP PLOW. MOTION CARRIED UNANIMOUSLY.

MOTION 05R-21-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO APPROVE THE PURCHASE OF A TRAILER FOR THE DROP PLOW FROM VERMEER SALES COMPANY FOR APPROXIMATELY \$2,039.00. MOTION CARRIED UNANIMOUSLY.

Approval to begin the upgrade of the telephone system in the Manhattan Beach and Anchor Point area beginning with \$10,000 for engineering fees was requested.

MOTION 05R-22-95 WAS MADE BY JACK WEBSTER AND SECONDED BY JANE MICHAUD TO APPROVE \$144,000 FOR ENGINEERING AND EQUIPMENT COSTS FOR THE TELEPHONE AND CABLE COMPANY TO BE RELEASED FROM RESERVE FUNDS UPON INDIVIDUAL SEGMENT APPROVAL OF THE UTILITIES COMMISSION. MOTION CARRIED UNANIMOUSLY.

A program has been initiated with Bresnan Communication Company in Duluth to allow them to sell and program local area commercials on various Crosslake cable channels with a percentage of the advertising fee paid to Crosslake Cablevision. This program will be reviewed after one year.

The next Commission meeting has been rescheduled for Tuesday, May 23rd due to the Memorial Day Holiday.

LONG RANGE CAPITAL PLANNING - This commission has been meeting weekly in addition to their regular meeting on the first Wednesday of each month. They are reviewing a number of items including a central business district in conjunction with Jack Stone's proposed golf course. They are looking at the South end of the city as a possible business park.

Doug Harren and Bette Mezzenga from Homestead Cooperative in Emily met to discuss the possibility for senior housing in Crosslake.

PERSONNEL - Negotiations are ongoing with the Union and should be completed soon.

Staff meetings are being held monthly at City Hall with all of the City employees.

PARK AND RECREATION -

Two meetings of the Park and Recreation Commission have been held. Lloyd Olson was elected chairman and Laurie Hoenig was elected secretary. They will meet the fourth Monday of each month at City Hall at 7:00 P.M. Summer programming was discussed including the baseball program, horseshoes, tennis, slow pitch softball and golf. Max and Judy Maas and Red and Betty Knutson will head up the baseball program again this year. Another individual has volunteered to head up a tennis program. The Commission is reviewing a job description for a park director as a future possibility. The Attorney had prepared a waiver of liability for use of City facilities.

MOTION 05R-23-95 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE THE USE OF THE ONE PAGE WAIVER OF LIABILITY AND ASSUMPTION OF RESPONSIBILITY. MOTION CARRIED UNANIMOUSLY.

The Commission recommended the Council approve engineering services to look at a possible site for a second ball field. A motion was made by Ray Smyth and seconded by Jane Michaud to have an engineer determine a possible site for a second ball field, however, the motion died.

MOTION 05R-24-95 WAS MADE BY RAY SMYTH AND SECONDED BY JANE MICHAUD TO TABLE THE MOTION TO HAVE AN ENGINEER LOOK INTO THE PRELIMINARY SITE FOR A SECOND BALL FIELD. MOTION CARRIED UNANIMOUSLY.

The Commission is attempting to locate volunteers to help organize summer activities. A temporary part-time person is being requested to help coordinate these activities.

MOTION 05R-25-95 WAS MADE BY RAY SMYTH AND SECONDED BY JACK WEBSTER TO AUTHORIZE THE HIRING OF A TEMPORARY PART-TIME SUMMER DIRECTOR NOT TO EXCEED \$2,000. MOTION CARRIED WITH CHUCK MILLER VOTING NAY.

In March, the Council approved a Resolution for a referendum in July. It was suggested this be deferred to a later date to allow time for wording to be developed for the ballot, to allow summer residents the opportunity to participate in the pre-referendum public forums and to determine what role the EDA would play.

MOTION 05R-26-95 WAS MADE BY RAY SMYTH AND SECONDED BY JANE MICHAUD TO RESCHEDULE THE REFERENDUM TO AUGUST 29, 1995. MOTION CARRIED UNANIMOUSLY.

There was some discussion as to what happens if the REA grant is approved for the \$800,000 and the referendum shows the taxpayers are not in support of building the entire facility.

It was agreed informational meetings regarding the referendum will be held on Saturdays to give the week-enders the opportunity to participate in these public meetings.

The City Attorney was provided with information on the types of questions to prepare for the ballot.

The contract for architectural services for the Community Center has been clarified and a letter dated April 26th from Otto Bonestroo indicates that mileage will be charged only during the construction phase and will not be charged during the design phases and that mileage will be charged for only every other inspection trip. This letter is in addition to one received on December 14, 1994.

MOTION 05R-27-95 WAS MADE BY RAY SMYTH AND SECONDED BY JANE MICHAUD TO APPROVE THE CONTRACT WITH BONESTROO, ROSENE, ANDERLIK & ASSOCIATES FOR THE COMMUNITY CENTER INCLUDING THE ATTACHMENTS OF THE LETTER DATED DECEMBER 14, 1994, A LETTER DATED APRIL 26, 1995 AND A REVISED 1995 RATE SCHEDULE. MOTION CARRIED UNANIMOUSLY.

Jack Webster asked about the status of a letter dated February, 1995 from the Pequot Area Lions Club and Lakes Area Booster Club requesting assistance for youth programs. Ray Smyth will follow up on the letter.

RECYCLING - In April, there were 54 participants at the drop site and a total of 12,708 pounds of recyclable material collected for the month. There were 182 homes participating in curbside service in April.

ECONOMIC DEVELOPMENT AUTHORITY - Officers for the EDA are Miles Johnson as President, Gilroy Arvig as Secretary, Bill Reed as Treasurer, Jane Michaud as Assistant Treasurer and Ray Smyth as Vice President. The role of the EDA as it relates to the Community Center project needs to be defined. Mrs. Pat Kolstad has volunteered to provide secretarial assistance to the EDA. Jack Webster commented that there will be a no charge conference on June 16th at Cragun's sponsored by the Central Minnesota Initiative Fund dealing with development programs which may be of interest to the EDA members.

EDUCATION COMMITTEE - One meeting had been held and it was agreed that the members will attend the Meet the Superintendent meetings on the second Friday of each month. The next school board meeting will be held on May 22nd at the Crosslake City Hall.

NEW BUSINESS - The rental program at the Emergency Services Center and the renting of tables and chairs will be discussed at the next meeting.

Jane Michaud expressed a concern that all operating expenses are being charged to the Fire Department for the ESC and felt it should be divided up among other users of the facility. She also asked why the pledge of allegiance is not recited prior to the Council meetings.

Jack Webster requested that a meeting be scheduled to review the audit results with Mick Justin, C.P.A.

Mayor Kolesar will begin the budget process in July with each department head budgeting for two years rather than one year as had been done in the past.

NEW BUSINESS - Ray Smyth commended Jean Paul Hudon for his attendance at meetings and accuracy in reporting.

Mayor Kolesar thanked Northwedge Nursery for the flowers, potting soil and planting of the flowers and Crosslake Bread Box, Andy's Liquor, Mudek's Hardware, Up North Trading Post, Brainerd National Bank and Shores and More Realty for the flower pots.

Fairfield Township had forwarded a fire contract proposal based on a retainer and an hourly rate. The Council agreed that the same terms should apply to all of the fire contracts. The township will be informed of this decision.

PUBLIC FORUM - Nothing.

MOTION 05R-28-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JANE MICHAUD TO ADJOURN THIS REGULAR COUNCIL SESSION AT 9:25 P.M. MOTION CARRIED UNANIMOUSLY.

Recorded and edited by:



Arlene A. Buchite
City Clerk/Treasurer