

COUNCIL PROCEEDINGS
CITY OF CROSSLAKE MINNESOTA
REGULAR COUNCIL SESSION
FEBRUARY 13, 1995
7:00 P.M. CITY HALL

The Council for the City of Crosslake, Minnesota met in the Council Chambers of City Hall on Monday, February 13, 1995. The following Councilmembers were present: Mayor David M. Kolesar, Charles O. Miller, Jane M. Michaud, Raymond P. Smyth and John (Jack) R. Webster. Also present was City Clerk Arlene Buchite, City Attorney Paul Sandelin, Reporter Jean Paul Hudon and approximately 43 citizens.

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

Mr. John Zesbaugh, President of the Crosslake Chamber of Commerce, addressed the Council and presented various activities the Chamber is involved in for the Community. This organization has dedicated themselves to help the Crosslake area grow. He presented a list of activities the Chamber will be involved in including snowmobile races, St. Patrick's Day Parade, Sanctification of the Seasons, host to Tour of the Lakes bike ride involving five other local communities, 4th of July fireworks display, Dam Run, Celebrate Crosslake Days, which includes the chili cookoff and the water ski show, a Major Fall Weekend and Light-Up-The-Town activities. He requested monetary assistance from the City to continue the fireworks displays. In addition, a new lure book is being developed for Crosslake and 25,000 copies will be distributed throughout the State.

The cost of the fireworks in 1993 was \$3300 of which \$2,560 was covered by contributions. In 1994, the cost was \$4004 with contributions of \$2,260. Copies of the breakdown of costs will be given to the Council. The Council will review the costs and prepare a response by the next regular meeting.

Mr. Bruce Bundgaard, a local attorney, was introduced as the liaison between the City and the Chamber of Commerce.

The Mayor and Councilmembers were invited to participate in the St. Patrick's Day parade.

MOTION 2R-01-95 WAS MADE BY JACK WEBSTER AND SECONDED BY RAY SMYTH TO CORRECT MOTION NO. 1R-04-95 FROM THE JANUARY 9, 1995 MEETING TO READ "GIVE THE 4 PERCENT COST OF LIVING INCREASE TO 4 CONFIDENTIAL EMPLOYEES" AND NOT 2 EMPLOYEES. MOTION CARRIED UNANIMOUSLY.

MOTION 2R-02-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JANE MICHAUD TO APPROVE THE CONSENT CALENDAR CONSISTING OF: (1) MINUTES OF JANUARY 9, 1995 REGULAR COUNCIL MEETING WITH THE CORRECTION NOTED IN MOTION 2R-01-95; (2) THE CLERK/TREASURER'S FINANCIAL REPORT FOR JANUARY, 1995; (3) THE TELEPHONE COMPANY FINANCIAL REPORTS FOR NOVEMBER AND DECEMBER, 1994 AND; (4) THE CABLEVISION COMPANY FINANCIAL REPORTS FOR OCTOBER, NOVEMBER AND DECEMBER, 1994. MOTION CARRIED UNANIMOUSLY.

CLERK'S REPORT - MOTION 2R-03-95 WAS MADE BY JANE MICHAUD AND SECONDED BY CHUCK MILLER TO APPROVE THE BILLS FOR PAYMENT CONSISTING OF: (1) PINE MOTORS FOR REPAIRS TO '90 CHEVROLET PICKUP OF \$1,007.85; (2) CROSSLAKE SANITATION FOR \$950.00; (3) GAMMELLO & SANDELIN LAW FIRM FOR \$925.25 AND; (4) DON COULTER FOR COMMUNITY CENTER SURVEY FOR \$1,340.00. MOTION CARRIED UNANIMOUSLY.

It was noted that the grant for recycling to pay Crosslake Sanitation had not yet been received from Crow Wing County.

A letter from Allied Adjusters, which requested information on the furnace at the Community Center, was referred to Dean Swanson for a reply.

A letter from IRRRB regarding the Small Cities Block Grant Program was discussed. The City Clerk's Office will request additional information.

A pledge update from Northern National Bank had been received.

A request to review the non-profit fee schedule for use of the Emergency Services Center was discussed.

MOTION 02R-04-95 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO ALLOW NON PROFIT GROUPS TO USE THE EMERGENCY SERVICES CENTER AT NO CHARGE BUT TO CHARGE A DAMAGE/KEY DEPOSIT OF \$90.00 WITH A REQUEST FOR PROOF OF NON PROFIT STATUS IF NECESSARY. MOTION CARRIED UNANIMOUSLY.

MOTION 02R-05-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO APPROVE 16 CIGARETTE LICENSE RENEWALS FOR 1995 AT A CHARGE OF \$25.00 PER LICENSE. MOTION CARRIED UNANIMOUSLY.

City Clerk Arlene Buchite read the semi-annual Lions Club report which showed all donations for the period of July through December of 1994.

The Clerk's Conference will be held March 21 - 24, 1995 in St. Cloud.

MOTION 02R-06-95 WAS MADE BY JACK WEBSTER AND SECONDED BY JANE MICHAUD TO APPROVE THE CLERK ATTENDING THE CLERK'S CONFERENCE IN ST. CLOUD FROM MARCH 21 - 24, 1995. MOTION CARRIED UNANIMOUSLY.

MOTION 02R-07-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JACK WEBSTER TO ALLOW THE CLERK TO ATTEND THE MINNESOTA CLERK AND FINANCE OFFICERS ASSOCIATION MEETING ON FEBRUARY 24TH IN WALKER. MOTION CARRIED UNANIMOUSLY.

PUBLIC HEARING - Ordinance No. 69, Third Series to re-establish commissions was read by Mayor Kolesar. There were no comments made by the public.

MOTION 02R-08-95 WAS MADE BY RAY SMYTH AND SECONDED BY JACK WEBSTER TO APPROVE ORDINANCE NO. 69, THIRD SERIES DEALING WITH RETURNING TO A COMMISSION FORM OF GOVERNMENT. MOTION CARRIED UNANIMOUSLY.

MAYOR'S REPORT -

Chuck Miller and Dave Kolesar interviewed the four attorney firms who had applied for the position of City Attorney.

MOTION 02R-08-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JACK WEBSTER TO RETAIN GAMMELLO AND SANDELIN AS CITY ATTORNEY FOR 1995 AND 1996. MOTION CARRIED WITH JANE MICHAUD ABSTAINING.

Jack Webster and Dave Kolesar interviewed two engineering firms.

MOTION 02R-09-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO APPOINT WIDSETH, SMITH, AND NOLTING & ASSOCIATES AS CITY ENGINEER FOR 1995. MOTION CARRIED UNANIMOUSLY.

There was some discussion as to whether the individuals appointed to the various commissions were required to be residents of the City of Crosslake. It was determined there is no requirement to be a resident, however, attendance at most meetings is required to remain on a commission.

MOTION 02R-11-95 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO APPROVE MILES JOHNSON, JUDY MORAVEC AND GILROY ARVIG AS MEMBERS OF THE ECONOMIC DEVELOPMENT AUTHORITY. MOTION CARRIED WITH JANE MICHAUD VOTING NAY.

Don Engen volunteered to serve as an unpaid advisor to the Economic Development Authority. At the next EDA meeting, election of officers will be held.

Two members of the Utilities Commission were up for reappointment.

MOTION 02R-12-95 WAS MADE BY JACK WEBSTER AND SECONDED BY JANE MICHAUD TO REAPPOINT HELEN FRASER AND JOE GRIES TO THE UTILITIES COMMISSION. MOTION CARRIED UNANIMOUSLY.

One member of the Planning and Zoning Commission was up for reappointment.

MOTION 02R-13-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO REAPPOINT NANCY KOCH TO THE PLANNING AND ZONING COMMISSION. MOTION CARRIED UNANIMOUSLY.

Jane Michaud will be attending a meeting on Wednesday, February 15th which will provide more information on what is available under a DNR grant. The application is due in to the DNR March 1st.

MOTION 02R-14-95 WAS MADE BY RAY SMYTH AND SECONDED BY JANE MICHAUD TO APPLY FOR THE DNR GRANT. MOTION CARRIED UNANIMOUSLY.

The Council discussed what should be done with the old fire hall.

MOTION 02R-15-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JACK WEBSTER TO INVESTIGATE LEASING THE OLD FIRE HALL AND AMENDED BY RAY SMYTH TO IDENTIFY OTHER OPTIONS AS WELL. MOTION CARRIED UNANIMOUSLY.

If leased, a term should be set to attract a better tenant without the risk of the building being sold in a couple of months. Jane Michaud, Public Safety liaison, will research the various options for the building and present her findings at the next meeting.

Chuck Miller, Public Works Liaison, requested that some additional time be given to allow additional individuals to submit applications. This

commission will be selected and ready to meet after the March Council meeting.

Selection of the Public Safety Commission will be made at the March meeting.

Ray Smyth read the names of five individuals who had applied for the position of commission member of the Park and Recreation Department.

MOTION 02R-16-95 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO APPOINT MAX MAAS, LESLIE CUMMINGS, LLOYD OLSON, ALLEN ELIASON AND LAURIE HOENIG TO THE PARK AND RECREATION COMMISSION. MOTION CARRIED UNANIMOUSLY.

The commissions will consist of five members and two alternates.

MOTION 02R-17-95 WAS MADE BY RAY SMYTH AND SECONDED BY JACK WEBSTER TO APPROVE HARLAN JOHNSON, BOB BAKER, BRUCE LARSON, MARK OLSON AND RICK WEYRAUCH TO THE LONG RANGE CAPITAL PLANNING COMMISSION WITH BRAD NELSON AND SANDY ELIASON AS ALTERNATES. MOTION CARRIED UNANIMOUSLY.

Four individuals had expressed interest in the Education Committee.

MOTION 02R-17-95 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO APPOINT KATHY MCCALLA, KATHY ALLEN, JO LATTERY AND DEBBY FLOERCHINGER TO THE EDUCATION COMMITTEE. MOTION CARRIED UNANIMOUSLY.

COMMISSION REPORTS -

PARK AND RECREATION - Don Engen of the Community Center Finance Committee reported on various methods of financing for the proposed Community Center. Options include obtaining funds through the Economic Development Authority with its ability to levy and from a revolving fund through REA with a matching gift of \$80,000 from the Telephone Company. The insurance proceeds of \$210,000 plus interest accrued, along with money from the general fund or a third party lender make up some of the shortfall. The cost of running and maintaining the facility must also be taken into account. If the Council opts to go with a lease/purchase option, versus a referendum, the impact on the homeowner would amount to approximately \$10.00 per year for a home valued at \$100,000.

Dennis Palm reported that the Finance Committee has completed their preliminary review of various ways to fund the Community Center and had prepared four models based on the cost of the project being approximately \$800,000. All four models assume the City's obtaining the \$400,000 REA loan. Spreadsheets had been prepared for each model showing the payback schedule based on a ten year loan. The models utilized an interfund loan (which is the most attractive), general obligation bonds, a reserve grant and revenue debt. Other means of obtaining funds would be from membership fees, park dedication fees, grants, gifts and donations. Dennis thanked everyone involved in helping the Finance Committee obtain this information.

The City Council has endorsed applying for the REA loan, however, the application needs to be completed by the Economic Development

Authority.

The architect had indicated that a topographical survey was required and site borings would need to be done at the Community Center site. Quotes had been obtained from three firms.

MOTION 02R-19-95 WAS MADE BY RAY SMYTH AND SECONDED BY CHUCK MILLER TO APPROVE BRAUN INTERTEC TO DO THE SOIL BORINGS AT THE COMMUNITY CENTER AT A COST OF \$1,950.00. MOTION CARRIED UNANIMOUSLY.

The contract between Bonestroo, Rosene, Anderlik and Associates was discussed. The Council had some concerns about the number of inspections that will be made, why the City will be required to pay all travel expenses for these inspections and whether there was any increase in rates between the 1994 and 1995 schedule. A letter dated December 14, 1994 from Otto Bonestroo amends the contract in regards to inspections, however, upon advise from the City Attorney it should be included in the contract so all parties sign the same document.

MOTION 02R-20-95 WAS MADE BY RAY SMYTH AND SECONDED BY JANE MICHAUD TO TABLE THE MOTION TO APPROVE THE CONTRACT WITH BONESTROO, ROSENE, ANDERLIK AND ASSOCIATES UNTIL FURTHER CLARIFICATION IS OBTAINED ON MILEAGE, INSPECTIONS AND THE 1995 BILLING RATE SCHEDULE IN APPENDIX B. MOTION CARRIED UNANIMOUSLY.

The Council agreed, at this time, that no more than job descriptions be prepared for the position of Park and Recreation Director even though the 1995 budget showed salary for this position starting somewhere around July 1st.

MOTION 02R-21-95 WAS MADE BY JACK WEBSTER AND SECONDED BY JANE MICHAUD TO APPOINT RAY SMYTH AS THE LIAISON WITH THE ARCHITECT ON THE COMMUNITY CENTER PROJECT TO APPROVE ALL CHANGE ORDERS AND ANY CONSTRUCTION ISSUES. MOTION CARRIED UNANIMOUSLY.

PLANNING AND ZONING - Jack Webster announced that Zoning Administrator Teri Hastings and her husband Pat are the proud parents of a baby girl born Sunday, February 5th. Madeline Edith weighed 5# 14 oz and measured 19" long.

MOTION 02R-22-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO APPROVE THE CHANGE IN ZONING FROM RESIDENTIAL TO COMMERCIAL FOR THE AL BOHALL PROPERTY AS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION. MOTION CARRIED UNANIMOUSLY.

PUBLIC WORKS - A letter had been received from the County Engineer's Office detailing their annual inspection of the bridges in Crosslake.

Public Works Foreman Pat Hoag had contacted Osmose Wood Preserving, Inc. for a quote to do further inspection on Sunrise Island Bridge and requested approval from the Council to proceed with this independent inspection.

MOTION 02R-23-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO HAVE WIDSETH, SMITH, NOLTING & ASSOCIATES LOOK AT SUNRISE ISLAND BRIDGE AND REPORT BACK TO THE COUNCIL BY THE MARCH MEETING. MOTION CARRIED UNANIMOUSLY.

Four firms were contacted for rates for financing \$39,000 of the dump truck purchase.

MOTION 02R-24-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JANE MICHAUD TO FINANCE THE DUMP TRUCK THROUGH NORTHERN NATIONAL BANK AT A RATE OF 5.97%. MOTION CARRIED UNANIMOUSLY.

PUBLIC SAFETY - An annual ambulance report showed that 218 calls had been responded to in 1994 with the highest month being August with 30 calls.

The Fire Department responded to 13 calls in January with 5 being water rescue calls.

The Police Department reported 95 incidents in January. The Department was successful in solving a majority of burglaries that occurred in 1994. There have been several complaints of snowmobiles jumping across the open water with three snowmobiles going through the ice. Various other snowmobile accidents and operating accidents were reported.

Jack Webster and Jane Michaud had completed a walk through of the Emergency Services Center with the contractor and most unfinished items are being finalized. Completion of the kitchen is underway. Two bids for the framing had been received.

MOTION 02R-25-95 WAS MADE BY JANE MICHAUD AND SECONDED BY JACK WEBSTER TO APPROVE THE QUOTE FROM BUILD-ALL LUMBER FOR FRAMING MATERIAL AT APPROXIMATELY \$1800 FOR THE KITCHEN AT THE EMERGENCY SERVICES CENTER. MOTION CARRIED UNANIMOUSLY.

More work will need to be done to complete the kitchen and bids will be needed for the cabinetry, appliances and electrical.

MOTION 02R-26-95 WAS MADE BY CHUCK MILLER AND SECONDED BY RAY SMYTH TO ALLOW JANE MICHAUD TO ACCEPT THE LOWEST QUOTE FOR ITEMS NEEDED TO PROCEED WITH THE KITCHEN AT THE EMERGENCY SERVICES CENTER WITH AT LEAST TWO QUOTES BEING OBTAINED AND TO REVIEW THESE QUOTES WITH THE MAYOR. MOTION CARRIED UNANIMOUSLY.

State legislation prevents the Fire Department from holding the Red Hot Fund Raiser so they are considering holding a dance on July 29th. They will check with the Chamber of Commerce to make sure this doesn't conflict with any other planned activities.

PERSONNEL - John Backdahl reported on the COPS FAST program. Crosslake had submitted an application for this program and un-officially have been approved. The program pays 75% of officer salary and benefits up to \$75,000 for three years.

UTILITIES - The Minnesota Telephone Conference will be held March 3 - March 5, 1995 in Minneapolis.

MOTION 02R-27-95 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER TO APPROVE DICK HUBBARD, MARTY HEINO, DALE OLMSTEAD AND JACK WEBSTER'S ATTENDANCE AT THE MINNESOTA TELEPHONE ASSOCIATION CONFERENCE IN MINNEAPOLIS FROM MARCH 3 TO MARCH 5, 1995. MOTION CARRIED UNANIMOUSLY.

The annual audit of the Telephone and Cable Company has been completed by Olson & Thelen. A report will be given at the next council meeting.

Council was informed that the regular monthly Utilities meeting was changed to Tuesday, February 21 at 7:30 A.M.

LONG RANGE CAPITAL PLANNING - The commission approved earlier in the meeting will be getting together soon to start planning.

RECYCLING - Nothing

NEW BUSINESS - There will be a special council meeting with the architect on Wednesday, February 15th at 7:00 P.M. to discuss the Community Center project.

Don Engen suggested the Council involve Brainerd Lakes Area Development Corporation to assist in the writing of the REA grant.

OLD BUSINESS - Letters have been sent to area mayors and supervisors inviting them and another member of their council or board to attend a meeting at the Emergency Services Center on March 8th. The purpose of the meeting is to share ideas between the various communities.

Jack Webster thanked Armond Gease for all his help on the sound system both at City Hall and at the Emergency Services Center.

A status report and projected completion date for the codification will be available by the next Council meeting.

MOTION 02R-28-95 WAS MADE BY CHUCK MILLER AND SECONDED BY JANE MICHAUD TO ADJOURN THIS REGULAR COUNCIL SESSION AT 9:20 P.M. MOTION CARRIED UNANIMOUSLY.

Recorded and edited by:



Arlene A. Buchite
City Clerk/Treasurer