

**REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, MAY 11, 2020  
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, May 11, 2020. The following Council Members were present: Mayor Dave Nevin, Gary Heacox, John Andrews and Dave Schrupp. Aaron Herzog was present via teleconference. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Police Chief Erik Lee, Park Director TJ Graumann, Public Works Director Ted Strand, and Fire Chief Chip Lohmiller. Attending via teleconference were Zoning Administrator Jon Kolstad, City Engineer Dave Reese, City Attorney Brad Person, Cindy Myogeto of the Chamber, Northland Press Reporter Paul Boblett, and Echo Journal Reporter Nancy Vogt. There were approximately twelve listeners on the call.

- A. CALL TO ORDER** – Mayor Nevin called the Regular Council Meeting to order at 7:00 P.M. The Mayor read the list of additions to the agenda.

MOTION 05R-01-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE ADDITIONS TO THE AGENDA. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

- B. CONSENT CALENDAR** – MOTION 05R-02-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of April 13, 2020
2. Special Council Meeting Minutes of April 30, 2020
3. City – Month End Revenue Report dated April 2020
4. City – Month End Expenditures Report dated April 2020
5. Police Report for Crosslake – April 2020
6. Police Report for Mission Township – April 2020
7. Fire Department Report – April 2020
8. North Memorial Ambulance Report – April 2020
9. Planning and Zoning Monthly Statistics
10. Planning and Zoning Commission Meeting Minutes of March 27, 2020
11. Waste Partners Recycling Report for March 2020
12. Resolution No. 20-13 to Adopt for Renewal Existing Liquor License Establishments for 2020-2021
13. Bills for Approval in the Amount of \$152,676.62
14. Additional Bills for Approval in the Amount of \$7,108.82

ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

**C. MAYOR'S REPORT**

1. Cindy Myogeto of the Chamber asked the Council to reaffirm the City's commitment for the fireworks display to take place on 7/4/20 on Sand Island and to contribute \$15,000 to the cost of the display. It was the consensus of the Council to proceed with fireworks display as planned.

2. The Mayor gave a brief update on City Hall construction and stated that the move in date is still 6-1-20. MOTION 05R-03-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE PAY APPLICATION #8 FROM HY-TEC CONSTRUCTION IN THE AMOUNT OF \$351,346.18 FOR CITY HALL CONSTRUCTION PROJECT. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

3. MOTION 05R-04-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING COMMISSION APPOINTMENTS:

**Planning and Zoning**

Jerome Volz – appointment to 1<sup>st</sup> 3-year term ending 1/31/2023 (just completed Aaron Herzog’s term)

Kristin Graham – appointment as alternate

**Park and Recreation/Library**

Kristin Graham – appointment to 1<sup>st</sup> 3-year term ending 1/31/2023

Sandy Melberg – appointment to 2<sup>nd</sup> 3-year term ending 1/31/2023

**Public Works**

Marcia Volz – appointment to 1<sup>st</sup> 3-year term ending 1/31/2023 (currently an alternate)

Dale Melberg – appointment to 2<sup>nd</sup> 3-year term ending 1/31/2023

**Economic Development Authority**

Dave Schrupp – re-appointment to Council’s 6-year term ending 1/31/2026

The Mayor thanked Tim Berg for his 6 years of service on the Public Works Commission. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

4. The Council reviewed a letter dated May 7, 2020 from the Crosslake Food Shelf requesting donations. Gary Heacox stated that he did not think it was right to use public funds to support the food shelf. MOTION 05R-05-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO MAKE A \$500 DONATION TO THE CROSSLAKE FOOD SHELF. ROLL CALL VOTE WAS TAKEN: NEVIN, HERZOG, ANDREWS, SCHRUPP VOTED AYE AND HEACOX VOTED NAY. MOTION CARRIED.

5. Cindy Myogeto of the Chamber presented a plan from the local chamber offices and Crow Wing County to help area businesses open to the public in a safe manner. Lake Country Cares website will provide a place for businesses to upload their safety plans and for visitors to view the plans. If visitors feel safe, they will come to the area.

The Mayor read a draft letter to Governor Walz from the City of Crosslake which was composed by the Chamber. The letter urged the Governor to re-open businesses in our community. MOTION 05R-06-20 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO DIRECT MAYOR NEVIN TO SIGN LETTER ON BEHALF OF CITY. John Andrews said it was hard to say whether the letter would help in getting the Governor to open businesses. Dave Schrupp was not in favor of all the wording in the

letter because it was not all based on facts. Cindy Myogeto stated that the letter is very vague and it will be in addition to many letters sent from area cities. DAVE NEVIN AND AARON HERZOG CHANGED MOTION 05R-06-20 TO DELETE PARAGRAPH 3 FROM DRAFT LETTER TO THE GOVERNOR AND TO DIRECT MAYOR NEVIN TO SIGN MODIFIED LETTER ON BEHALF OF CITY. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

#### **D. CITY ADMINISTRATOR'S REPORT**

1. Included in the packet for Council information was a letter dated April 15, 2020 from the Initiative Foundation regarding emergency relief efforts for businesses.
2. The Council reviewed an email dated April 16, 2020 from Eric Loge of Waste Partners regarding recycling in the City. The County is meeting May 19, 2020 to determine whether or not to stop funding the recycling center in Crosslake. Mr. Loge urged the Council to be proactive in its response and to require trash haulers to provide recycling collection in order to do business in the City. Current City Code does not address recycling. There is a cost to the haulers to recycle and Mr. Loge feels that all haulers should provide the same service. John Andrews stated that some plastic products are no longer recyclable and end up in the landfills. Dave Schrupp suggested that the City pay Crosslake Roll-Off directly for the collection of tin and aluminum, since there is no market for plastic. Mike Lyonais stated that he would email the current ordinance to the Council for review.
3. Mike Lyonais gave a brief update on re-opening plans for City Departments. Chip Lohmiller created a written Preparedness Plan for the safety of staff and visitors. This plan will be available on the City's website.

TJ Graumann addressed the Council regarding the opening of the park and community center. Mr. Graumann suggested that the Council officially open the tennis and pickleball courts, community garden and playground. The Council Packet included two emails from residents asking the City to open the playground. Mr. Graumann stated that there is not an efficient way to sanitize the play equipment or courts and that residents will be advised that they use at their own risk. There is a handwashing station located at the community garden. MOTION 05R-07-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO OPEN THE PLAYGROUND, COMMUNITY GARDEN, AND TENNIS AND PICKLEBALL COURTS AND TO INSTALL SIGNAGE AT THESE SITES STATING THAT USERS ARE USING THE FACILITIES AT THEIR OWN RISK. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

TJ Graumann added that the restrooms at the picnic shelter will remain closed and that the Library is now offering curb side pickup.

4. Mike Lyonais presented a quote from Crosslake Communications for a new phone system for administration, planning and zoning, and the police department. Mr. Lyonais noted that this item was not included in the Hytec contract. MOTION 05R-08-20 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE PURCHASE OF A PHONE SYSTEM FROM CROSSLAKE COMMUNICATIONS AT

A COST OF \$5,085.22. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

## **E. COMMISSION REPORTS**

### **1. PARK AND RECREATION/LIBRARY**

- a. MOTION 05R-09-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO COLLECT \$3,000 IN LIEU OF LAND FOR THE ZINDA SHAEFER SUBDIVISION. The Council approved the collection of park dedication for this subdivision in September 2019 and then the plan was revised to add another new lot. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- b. MOTION 05R-10-20 WAS MADE BY GARY HEACOX AND SECONDED BY JOHN ANDREWS TO LAYOFF THE PARK AND RECREATION PART-TIME STAFF UNTIL FURTHER NOTICE DUE TO THE COMMUNITY CENTER BEING CLOSED DUE TO THE COVID-10 PANDEMIC. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- c. TJ Graumann gave a brief update on the pickleball and basketball projects and stated that they should be ready to go in about three weeks.

### **2. PUBLIC WORKS/CEMETERY/SEWER**

- a. MOTION 05R-11-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE PARTIAL PAYMENT ESTIMATE NUMBER 1 FROM R.L. LARSON EXCAVATING IN THE AMOUNT OF \$170,247.41 FOR DAGGETT BAY ROAD SANITARY SEWER EXTENSION. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- b. Ted Strand gave a brief update on the Daggett Bay Road Sanitary Sewer Extension project and reported that the sewer pipes are in the ground and that paving should be complete by June 1<sup>st</sup>.
- c. MOTION 05R-12-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO ACCEPT THE BID FROM KAMCO INC. FOR CRACK SEALING IN THE AMOUNT OF \$71,550. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

MOTION 05R-13-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO ACCEPT THE BID FROM ASTECH CORP FOR ROUTING AND SEALING IN THE AMOUNT OF \$4,884. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

- d. The Council reviewed pictures taken by the contractor hired to do the Perkins Road project. Now that snow has melted, abandoned junk, trash, furniture, vehicles and tree debris can be seen in the middle of the work site. Ted Strand suggested that staff haul and dispose of the debris at an estimated cost of \$400. The Council could hire Borden

Excavating to clean it up as a change order to the project. MOTION 05R-14-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO DIRECT STAFF TO HAUL AND DISPOSE OF THE GARBAGE FROM PERKINS ROAD. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES. Dave Nevin suggested that the Police Department check the license plates of the vehicles in the pile to determine if the owners can be found and billed.

- e. Ted Strand gave a brief update on the Water Quality Project at Manhattan Point Blvd and CSAH 66. A bulldozer was at the site today and clearing should be done this week.
- f. Ted Strand reported that the yard waste site at the Joint Public Works Facility has seen high volume this spring and suggested that the hours be extended from Friday to Monday to avoid paying call out pay for employees. It was the consensus of the Council to leave hours of operation as is.
- g. Ted Strand reported that staff will be cleaning the cemetery this week.

**F. CITY ATTORNEY REPORT**– None.

**G. NEW BUSINESS** – Char Nelson read an email from Pat Netko that was sent at 7:30 PM this evening regarding the sound of the teleconference meeting tonight and said it was very difficult to hear what was being said and stated that the way the Council is conducting meetings is not serving the public.

MOTION 05R-15-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO USE VIDEO CONFERENCE SOFTWARE TO CONDUCT ALL COUNCIL AND COMMISSION MEETINGS FOR THE NEXT THREE MONTHS. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

**H. OLD BUSINESS** – None.

**I. ADJOURN** – MOTION 05R-16-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO ADJOURN THE MEETING AT 8:10 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson  
City Clerk  
City Clerk/Minutes/5-11-20

**RESOLUTION 20-13  
TO ADOPT FOR RENEWAL EXISTING LIQUOR LICENSE  
ESTABLISHMENTS FOR 2020-2021**

WHEREAS, the City of Crosslake does hereby resolve to adopt the Liquor License Renewals of establishments licensed in 2019-2020 for the licensing year 2020-2021:

**ON SALE (INTOXICATING) - \$1500**

Andy's  
Crosswoods Golf Course  
Maucieri's  
Moonlite Bay  
Riverside Inn  
The Bourbon Room  
The Cedar Chest  
The Wharf  
Zorbaz

**SUNDAY (INTOXICATING) - \$200**

14 Lakes Craft Brewery  
Andy's  
Crosswoods Golf Course  
Maucieri's  
Moonlite Bay  
Riverside Inn  
The Bourbon Room  
The Cedar Chest  
The Wharf  
Zorbaz

**OFF-SALE (INTOXICATING) - \$100**

Andy's  
Barstock Liquors  
Maucieri's  
Moonlite Bay  
Moonlite Square  
Riverside Inn

**CLUB**

American Legion Sunday \$200  
American Legion On-Sale \$300

**TAPROOM/BREWER OFF SALE**

14 Lakes Craft Brewery Taproom \$500  
14 Lakes Craft Brewery Brewer \$200

**ON-SALE (NON-INTOX) \$75**

Rafferty's

**WINE \$100**

Rafferty's

BE IT RESOLVED, that the City Council for the City of Crosslake, Minnesota go on record as renewing the above establishments for liquor/wine/beer licensing for the period of July 1, 2020 – June 30, 2021, at a Regular Council Meeting on the 11<sup>th</sup> day of May, 2020, after all licensing requirements are met both under local Ordinance and under MN State Statutes Chapter 340A, and approval is granted by the Minnesota Department of Public Safety Alcohol and Gambling Enforcement Division.

COUNCIL IN FAVOR – 5

COUNCIL AGAINST - 0



Michael R. Lyons  
City Administrator



David Nevin  
Mayor

**BILLS FOR APPROVAL**  
**May 11, 2020**

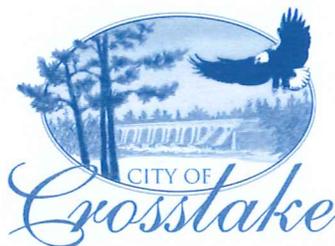
VENDORS	DEPT		AMOUNT
Ace Hardware, hardware	PW		8.98
Ace Hardware, sump pump, hose	Sewer		159.98
Ace Hardware, filters, gloves, hardware	PW		33.59
Ace Hardware, sign, hardware	PW		44.05
Ace Hardware, drill/impact kit	PW		226.94
Ace Hardware, jetter parts	Sewer		21.98
Ace Hardware, lighter	PW		7.98
Ace Hardware, pre-mix fuel	PW		79.96
Ace Hardware, paint	Police		3.76
Ace Hardware, fish food	Park		11.18
Ace Hardware, tape measure, sawzall blades	PW		59.46
Ace Hardware, weed torch kit	PW		69.99
Ace Hardware, wooden lath, twine dispenser	Park		68.77
Ace Hardware, touchless dispenser, pump	PW		30.24
Ace Hardware, drill kit	PW		199.99
Ace Hardware, pliers, screwdriver	PW		40.56
Ace Hardware, trowl	Sewer		13.99
Ace Hardware, toilet paper	Sewer		23.98
Ace Hardware, fans	Sewer		53.98
Ace Hardware, spray paint	Park		11.98
Ace Hardware, mulch, torch kit	Park		93.93
Ace Hardware, sawzall parts, lettering	PW		51.59
Ace Hardware, screws	Park		34.99
AT&T, cell phone charges	ALL		818.56
AW Research, water testing	Sewer		565.20
Blue Cross, health insurance	ALL		31,206.00
Breen & Person, legal fees	ALL		1,067.50
Clean Team, may cleaning	PW/Gov't		1,707.50
Clifton Larson Allen, audit services	Gov't		3,911.25
Council #65, union dues	Gov't		228.00
Crow Wing Power, electric services	ALL		561.00
CTC I.T., april 2020 i.t. labor	ALL		900.00
Culligan, water and cooler rental	PW/Gov't		36.00
Delage Landen Financial Services, copier lease	Park		117.00
Delta Dental, dental insurance	Gov't		1,695.60
Elevate Learning, safety program	Gov't		90.00
Fortis, disability insurance	ALL		785.84
Galls, uniform	Police		85.35
Holden Electric, remove pole and strap conduits	PW		1,250.00
Holiday Station, masks	Gov't		45.03
Jefferson Fire and Safety, task force equipment	Fire		4,747.60
Lakes Area Rental, oil	Park		14.70
League of MN Insurance, property insurance	Gov't	pd 5-5	97,118.00
Mastercard, Amazon, surface pro dock	Police		83.99
Mastercard, Amazon, mouse	Police		62.99



**ADDITIONAL BILLS FOR APPROVAL**  
**May 11, 2020**

VENDORS	DEPT	AMOUNT
Abra Landscaping, mulch	Park	510.00
Aspen Mills, uniform	Fire	70.85
Birchdale Fire & Security, quarterly monitoring	PW	105.00
Crosslake Relief Assn, reimburse for thermometers	Gov't	198.00
Cuyuna Range Fire Chiefs Assn, membership dues	Fire	300.00
Dell, computer	Police	1,129.81
Forum Communications, advertisement for bids (all)	PW	616.25
Galls, uniform	Police	33.99
Jefferson Fire & Safety, task force equipment	Fire	1,887.60
Jon Kolstad, mileage reimbursement	PZ	90.44
MCSI, copier maintenance	Park	40.00
Menards, janitorial supplies	PW	62.47
MR Sign, address number	PW	36.02
Napa, permatex	Park	4.99
North Memorial, monthly subsidy	Ambulance	1,100.00
Northland Press, advertisement for bids	PW	510.00
Premier Auto, replace thermostat	PW	313.99
The Office Shop, labels	PZ/Admin	86.18
TJ Graumann, mileage reimbursement	Park	13.23
<b>TOTAL</b>		<b>7,108.82</b>

City Hall: 218-692-2688  
Planning & Zoning: 218-692-2689  
Fax: 218-692-2687



37028 County Road 66  
Crosslake, Minnesota 56442  
[www.cityofcrosslake.org](http://www.cityofcrosslake.org)

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Officer of Governor Tim Walz & Lt. Governor Peggy Flanagan  
130 State Capital  
75 Rev. Dr. Martin Luther King Jr. Blvd.  
St. Paul, MN 55155

Re: Emergency Executive Order 20-48  
(Stay at Home Order and Closure of Business)

Honorable Governor Tim Walz and Lt. Governor Peggy Flanagan,

As the Mayor of the City of Crosslake, I recognize the seriousness of the COVID-10 pandemic and efforts made by Federal, State, County and local governments to protect the public's health and to slow the rate of transmission of COVID-19.

However, the closure and/or limited operation of businesses in our community including bars, restaurants, fitness facilities, salons, small retail business and other countless individuals has taken its toll and seriously affected the economic future of our community which is coming up on a 14-week window for tourism; out number one industry.

On behalf of the City Council and myself, we strongly encourage you to allow our small businesses to reopen on May 18, 2020.

Sincerely,

A handwritten signature in black ink, appearing to read "David Nevin". The signature is fluid and cursive, with a large initial "D" and "N".

David Nevin  
Mayor of Crosslake