

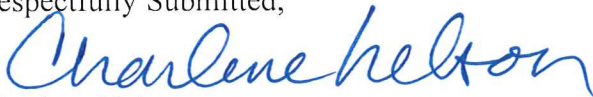
SPECIAL COUNCIL MEETING  
CITY OF CROSSLAKE  
TUESDAY, SEPTEMBER 24, 2019  
4:00 P.M. – CITY HALL

The Council for the City of Crosslake held a Special Meeting on September 24, 2019. The following Council Members were present: Mayor Dave Nevin, Gary Heacox, Aaron Herzog and John Andrews. Dave Schrupp was absent. Also present were City Administrator/Treasurer Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Public Works Director Ted Strand, City Engineer Dave Reese and City Attorney Brad Person. There was no audience.

1. Mayor Nevin called the meeting to order at 4:00 P.M.
2. MOTION 09SP3-01-19 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO ADOPT RESOLUTION NO. 19-20 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR DAGGETT BAY ROAD/SEWER PROJECT. MOTION CARRIED WITH ALL AYES.
3. MOTION 09SP3-02-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 19-21 ACCEPTING BID FOR DAGGETT BAY ROAD/SEWER PROJECT. MOTION CARRIED WITH ALL AYES.
4. MOTION 09SP3-03-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE RESOLUTION NO. 19-22 DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT FOR DAGGETT BAY ROAD/SEWER PROJECT. MOTION CARRIED WITH ALL AYES.
5. MOTION 09SP3-04-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 19-23 FOR HEARING ON PROPOSED ASSESSMENT FOR DAGGETT BAY ROAD/SEWER PROJECT. MOTION CARRIED WITH ALL AYES.
6. MOTION 09SP3-05-19 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE WSN PROPOSAL FOR PROFESSIONAL SERVICES FOR DESIGN AND CONSTRUCTION SERVICES FOR DAGGETT BAY ROAD IMPROVEMENTS AT A COST OF \$15,000. MOTION CARRIED WITH ALL AYES.
7. MOTION 09SP3-06-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE WSN PROPOSAL FOR PROFESSIONAL SERVICES FOR DESIGN AND CONSTRUCTION SERVICES FOR PERKINS ROAD AND TRAIL IMPROVEMENTS AT A COST OF \$52,000, WHICH INCLUDES THE PRELIMINARY RIGHT-OF-WAY PLAT AND PRELIMINARY FEASIBILITY STUDY WHICH HAVE ALREADY BEEN COMPLETED. Dave Reese reported that the US Army Corps of Engineers has requested information regarding the type and number of trees that would be removed from their property for this project and information on drainage. MOTION CARRIED WITH ALL AYES.

8. MOTION 09SP3-07-19 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO ADOPT RESOLUTION NO. 19-24 APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS FOR CSAH 37 PROJECT. MOTION CARRIED WITH ALL AYES.
9. MOTION 09SP3-08-19 WAS MADE BY GARY HEACOX AND SECONDED BY JOHN ANDREWS TO APPROVE THE PURCHASE OF A TRIMBLE GEO 7X HANDHELD WITH RANGEFINDER AND SOFTWARE AT A COST OF \$9,891. MOTION CARRIED WITH ALL AYES.
10. MOTION 09SP3-09-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE BILLS FOR APPROVAL IN THE AMOUNT OF \$36,623.58. MOTION CARRIED WITH ALL AYES.
11. There being no further business at 4:10 P.M., MOTION 09SP3-10-19 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,



Charlene Nelson  
City Clerk

**CITY OF CROSSLAKE  
RESOLUTION NO. 19-20**

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING  
ADVERTISEMENT FOR BIDS**

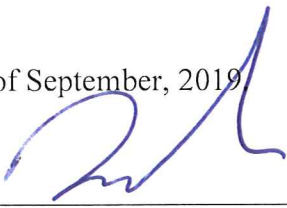
WHEREAS, pursuant to a resolution passed by the council September 9, 2019, the city engineer has prepared plans and specifications for extending sanitary sewer and improving Daggett Bay Road and a portion of Brook Street between CSAH 66 and Brook Street and a portion of Brook Street north and south of the intersection with Daggett Bay Road and has presented such plans and specifications to the council for approval;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City has selected a contractor who has been qualified by Sourcewell as a competitive low bidder. As such, the City will forego any further statutory requirements regarding the bidding process.

Adopted by the City Council by a 4/5ths vote this 24th day of September, 2019

  
Charlene Nelson, City Clerk

  
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David Nevin, Mayor

CITY OF CROSSLAKE  
RESOLUTION NO. 19-21

RESOLUTION ACCEPTING BID

WHEREAS, pursuant to a resolution passed by the council September 24, 2019 approving plans and specifications for extending sanitary sewer and improving Daggett Bay Road and a portion of Brook Street, the City has selected a contractor who has been qualified by Sourcewell as a competitive low bidder. As such, the City will forego any further statutory requirements regarding the bidding process.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. The mayor and clerk are hereby authorized and directed to enter into a contract with Hytec Construction, Inc. of Brainerd, MN in the name of the city of Crosslake for the improvement of Daggett Bay Road and a portion of Brook Street between CSAH 66 and Brook Street and a portion of Brook Street north and south of the intersection with Daggett Bay Road according to the plans and specifications therefor approved by the city council and on file in the office of the city clerk.

Adopted by the City Council by a 4/5ths vote this 24th day of September, 2019.



Charlene Nelson, City Clerk



David Nevin, Mayor

CITY OF CROSSLAKE  
RESOLUTION NO. 19-22

RESOLUTION DECLARING COST TO BE ASSESSED, AND ORDERING PREPARATION  
OF PROPOSED ASSESSMENT

WHEREAS, a contract has been let for extending sanitary sewer and improving Daggett Bay Road and a portion of Brook Street between CSAH 66 and Brook Street and a portion of Brook Street north and south of the intersection with Daggett Bay Road and the contract for such improvement is \$191,700, and the expenses incurred or to be incurred in the making of such improvement amount to \$34,600 so that the total cost of the improvement will be \$226,300.

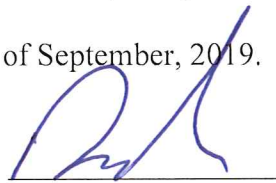
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$149,009 and the portion of the cost to be assessed against benefited property owners is declared to be \$77,291.
2. Assessments shall be payable in equal annual installments extending over a period of 10 years, the first of the installments to be payable on or before the first Monday in January 2020, and shall bear interest at the rate of 4 percent per annum from the date of the adoption of the assessment resolution.
3. The city clerk, with the assistance of the city engineer (consulting engineer), shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he/she shall file a copy of such proposed assessment in his/her office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Adopted by the City Council by a 4/5ths vote this 24th day of September, 2019.



Charlene Nelson, City Clerk

  
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David Nevin, Mayor



CITY OF CROSSLAKE  
RESOLUTION NO. 19-23

RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

WHEREAS, by a resolution passed by the council on September 24, 2019, the city clerk was directed to prepare a proposed assessment of the cost of extending sanitary sewer and improving Daggett Bay Road and a portion of Brook Street between CSAH 66 and Brook Street and a portion of Brook Street north and south of the intersection with Daggett Bay Road, and

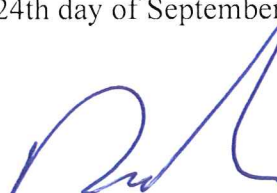
WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his/her office for public inspection,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. A hearing shall be held at 6:00 p.m. on October 24, 2019 in the city hall located at 37028 County Road 66, Crosslake, MN to pass upon such proposed assessment. All persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he/she shall state in the notice the total cost of the improvement. He/She shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearing.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City Clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. An owner may at any time thereafter, pay to the City Clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the City Council by a 4/5ths vote this 24th day of September, 2019.

  
Charlene Nelson, City Clerk

  
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David Nevin, Mayor

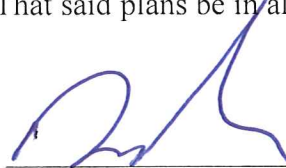
**RESOLUTION NO. 19-24  
CITY OF CROSSLAKE  
COUNTY OF CROW WING  
STATE OF MINNESOTA**

**RESOLUTION APPROVING COUNTY PROJECT WITHIN MUNICIPAL  
CORPORATE LIMITS**

WHEREAS, plans for Project No. S.A.P. 018-637-002 showing proposed Bituminous Surfacing of County State-Aid Highway No.37 within the limits of the City of Crosslake as a County Project have been prepared and presented to the City of Crosslake.


NOW, THEREFORE, BE IT RESOLVED: That said plans be in all things approved.

Dated this 24th, day of September, 2019.

  
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David Nevin, Mayor

CERTIFICATION

I hereby certify that the foregoing Resolution is a true and correct copy of a resolution presented to and adopted by the City Council of Crosslake at a meeting therefore held in the City of Crosslake, Minnesota, on the 24th day of September, 2019, as disclosed by the records of said City in my possession.

  
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Charlene Nelson, City Clerk

(Seal)

**BILLS FOR APPROVAL**  
**September 24, 2019**

<b>VENDORS</b>	<b>DEPT</b>		<b>AMOUNT</b>
American Water Works Assn, membership dues	Sewer		208.00
Ameripride, printed statement fee	PW		2.03
Anderson Brothers, hot mix	PW		863.65
AW Research, water testing	Sewer		418.50
Baker & Taylor, books	Library		288.84
BCA, background check	Park	pd 9-12	15.00
BCA, background check	Park	pd 9-16	15.00
Bobby Willard, reimburse uniform expense	Police		45.82
Brainerd Hydraulics, air compressor parts	PW		24.50
Braun Interotec, geotechnical evaluation	Sewer		5,390.00
Build All Lumber, lumber for hand rail	PW		29.09
Corey Nelson, uniform reimbursement	Park		101.77
Crow Wing County Highway Dept, fuel	ALL		3,463.39
Crow Wing County Recorder, finiling fees	PZ		184.00
Crow Wing Power, electric service	ALL	pd 9-16	7,458.08
Dacotah Paper, janitorial supplies	Gov't		255.56
Delage Landen Financial Services, september copier lease	Park	pd 9-16	117.00
Forum Communications, meeting notice of 9/27	PZ		42.50
Forum Communications, ordinance 359	Gov't		29.75
Fyles, portable restrooms	Park		250.00
Grand Forks Fire Equipment, new hoses	Fire		5,025.60
Hawkins, chemicals	Sewer		2,167.00
Holiday Station, propane	Fire		60.11
Jefferson Fire & Safety, uniform	Fire		341.98
Johnson Killen & Seiler, labor attorney fees	Gov't		322.50
Mastercard, Amazon, remote door opener	Park		13.99
Mastercard, BCA, training	Police		150.00
Mastercard, Construction Gear, safety vest	Fire		168.72
Mastercard, Costco, tissues	Gov't		22.00
Mastercard, DG, cleaning supplies	Gov't		57.93
Mastercard, Locators and Supplies, safety pants	Fire		122.18
Mastercard, MN Chiefs of Police Assn, training	Police		250.00
Mastercard, The Fire Store, shields	Fire		98.97
MCSA, copier contract	Park		40.00
Menards, gloves	Park		37.70
MN Fire Service Certification Board, exams	Fire		280.00
Municode, website update	Gov't		4,050.00
Napa, belt	PW		11.83
NLES, soccer uniforms	Park		522.00
Northland Press, book sale ad	Library		35.64
Northland Press, envelopes	Gov't		173.00
Northland Press, meeting notice of 9/27	PZ		76.50
Premier Auto, stabilizer bar control	Police		222.95
Ritter & Ritter, lift station cleaning	Sewer		1,225.00
The Office Shop, add machine paper	Admin		11.41
TJ Graumann, mileage reimbursement	Park		24.52
TJ Graumann, uniform reimbursement	Park		37.98



USA Bluebook, alarm system	Sewer		495.59
WW Goetsch, replace handle	Sewer		476.00
William Ludiena, appraisal	Gov't		900.00
TOTAL			36,623.58