

CITY OF CROSSLAKE
SPECIAL MEETING
TUESDAY, MARCH 24, 2020
4:00 P.M. – CITY HALL

The Council for the City of Crosslake reopened the recessed March 17, 2020 Special Session on Tuesday, March 24, 2020 at the City Hall. The following Council Members were present: Mayor Dave Nevin, John Andrews, Gary Heacox, and Aaron Herzog. Dave Schrupp was present via conference call. Also present were City Administrator Mike Lyonais, Public Works Director Ted Strand, Planner-Zoning Coordinator Cheryl Stuckmayer, Police Chief Erik Lee, and Fire Chief Chip Lohmiller. City Engineer Dave Reese, City Attorney Brad Person, and Dan Determan Echo Journal were present via conference call. No audience.

1. Mayor Nevin called the recessed March 17, 2020 Special Session meeting to order at 4:10 P.M.

2. Mr. Reese explained that the bids for the Daggett Bay Sanitary Sewer Extension were in line with the plans and specifications. Mr. Reese also went over the submitted bid amounts versus the estimate cost amount and WSN recommendation to accept R.L. Larson Excavating, Inc. bid for this project. Mr. Andrews asked Mr. Reese if R.L. Larson Excavating, Inc. had the required experience with Mr. Reese answering yes. Mr. Nevin asked if the time line would be upheld and Mr. Reese said they would coordinate with the appropriate departments. Mr. Reese said the paving to the city hall would be completed by April 23rd with the remainder of the road to be completed after the underground service is installed. Mr. Schrupp stated the difference between the estimate and the bid was approximately \$20,000 higher. MOTION 03SP4-01-20 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO AWARD R.L. LARSON EXCAVATING, INC. THE BID FOR DAGGETT BAY SANITARY SEWER EXTENSION AS RECOMMENDED BY WSN IN THE MARCH 19, 2020 LETTER IN THE AMOUNT OF \$255,402.35. MOTION CARRIED WITH ALL AYES.

3. Mr. Reese went over the Crosslake Water Quality Improvements bids in comparison to the estimate and WSN recommendation to accept DeChantal Excavating, LLC bid for this project. Mr. Reese explained that they have done other water quality projects and he believed that they also did the one at Manhattan Beach on Trout Lake. Mr. Herzog asked for clarification that all items were included in the bid due to the bid being lower than the estimate. Mr. Reese stated that they are professionals, that have done bidding in the past, and DeChantal Excavating, LLC are confident they can do this project at the bid price. Mr. Nevin asked if the material/fill would go to the city hall project. Mr. Reese said that the material belongs to DeChantal Excavating, LLC and we could ask to have it deposited at the city hall project. Mr. Reese stated there may be debris in the fill. Mr. Strand said the timing will make a difference as far as where we are on the project; parking lot and/or road may already be paved. MOTION 03SP4-02-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO AWARD DECHANTAL EXCAVATING, LLC THE BID FOR CROSSLAKE WATER QUALITY IMPROVEMENTS AS RECOMMENDED BY WSN IN THE MARCH 20, 2020 LETTER IN THE AMOUNT OF \$414,965.80. MOTION CARRIED WITH ALL AYES.

4. Mr. Reese explained the resolution initiated by the city along with the advertising that was completed and the public comments that were taken into consideration. Mr. Reese stated that the resolution would require a 4/5 vote to pass. MOTION 03SP4-03-20 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 20-12 APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS FOR THE WILD WIND RANCH DRIVE ROAD IMPROVEMENT PROJECT. MOTION CARRIED WITH ALL AYES.

5. Mr. Lyonais explained the Public Works Capital Projects Update and how the city would pay for it; by bond, assessments and the levy. The idea is to try to keep up with the road plan. Mr. Lyonais explained past meeting discussions and motions on the road projects. Mr. Lyonais laid out the options the city council had; spend down the fund balance, push back to another year or the staff could update the road program. Mr. Andrews asked what would happen if we waited for next year and did a bond for the overlays. Mr. Lyonais stated the roads would continue to deteriorate and they would have to be reevaluated to see if they would still be viable for an overlay. Mr. Reese stated the crack seal program could be broadened. Mr. Schrupp asked why we are having this conversation today. Mr. Lyonais stated that the city needs to get a financial plan setup. Schrupp wanted clarification that 2 projects were going ahead with Mr. Lyonais replying yes. A discussion was held on the Big Pine Trail Road project along with the bonding needs. Mr. Nevin is in favor of listening to the residents and pushing road projects into another year. Mr. Herzog was concerned that too many roads may need to be worked on in one year if they keep pushing them off. Mr. Andrews stated as he understands it the overlays for this year will be paid for by the reserves and Mr. Lyonais replied that is right. Mr. Lyonais said the staff can firm up a new capital plan with the project changes. Mr. Nevin wanted clarification that there is an approved assessment policy in place with Mr. Lyonais replying yes. A discussion between, council, staff and Mr. Reese was held in relation to funding, what is assessable to owners and what is not along with the assessment policy. Mr. Strand commented that the roads are bad due to the winter weather and that roads that have never cracked are cracking this year. Mr. Strand stated he would like to step-up the crack seal in 2020 from \$40,000.00 to \$150,000.00. Mr. Strand stated that an overlay still will need to be crack sealed, but the overlay will help extend the life of the road by approximately 20 to 25 years. Mr. Herzog asked if a new road evaluation is called for. Mr. Strand and Mr. Reese said they are ready to do the reevaluation of the roads. MOTION 03SP4-04-20 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO REALLOCATE A TOTAL OF \$110,000.00 OF THE EXISTING PUBLIC WORKS BUDGET FOR A TOTAL CRACK SEALING BUDGET OF \$150,000.00 AND REEVALUATE THE ROADS. NEVIN, SCHRUPP, HEACOX, AND HERZOG VOTED AYE, ANDREWS VOTED NAY. MOTION PASSED WITH A 4/5 VOTE.

6. Mr. Lee stated that Mr. Lohmiller gave him a printout from the Department of Health and the CDC that states there are 262 confirmed cases in Minnesota out of 5812 tests that have been completed, 1 death, 21 cases requiring hospitalization and 15 are still hospitalized as of today. Mr. Nevin asked for an explanation of the curve we are going to be seeing in the next weeks. Mr. Lee suggested that we are probably going to have more tests done showing a positive result which will bring the curve up; the more tests that are done the more positive results we will be seeing. Mr. Heacox stated that we will be having other people coming back from Florida and Arizona, with Florida having an automatic 14 day quarantine upon entering their state. Mr. Heacox stated there

have been 19 deaths in Florida and we will be having all those people coming back to this state. Mr. Lee stated that Mr. Heacox is right, that we will have to deal with a larger population that has been affected and some of those will be coming back into our population as carriers. Mr. Lee stated that there is no quarantine as of now and we have to control what we can control. Mr. Herzog asked how the fire and police department are doing with Mr. Lee replying fine and Mr. Lohmiller replying we are pretty slow. Mr. Lyonais explained that there is a link on our website that has real-time live updates. Mr. Lyonais also stated that the city staff and the planning and zoning staff are setup to work at home as need be.

7. MOTION 03SP4-05-20 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE MARCH 24, 2020 BILLS IN THE AMOUNT OF \$52,179.97. MOTION CARRIED WITH ALL AYES.

8. There being no further business, MOTION 03SP4-06-20 WAS MADE BY AARON HERZOG AND SECONDED BY GARY HEACOX TO ADJOURN THE MEETING AT 5:00 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Cheryl Stuckmayer
Planner-Zoning Coordinator

**RESOLUTION NO. 20-12
CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA**

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

WHEREAS, pursuant to a resolution passed by the council February 24, 2020, the city engineer has prepared plans and specifications for improving Wild Wind Ranch Drive and has presented such plans and specifications to the council for approval;

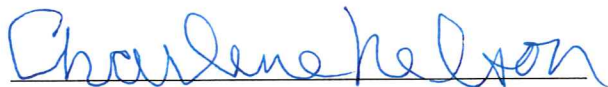
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. Such plans and specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The city clerk shall prepare and cause to be inserted in the official paper an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for a minimum of 21 days, shall specify the work to be done, shall state that bids will be received by the clerk until 11 a.m. on April 30, 2020, at which time they will be publicly opened in the council chambers of the city hall by the city clerk and engineer, will then be tabulated, and will be considered by the council at 7:00 p.m. on May 11, 2020, in the council chambers of the city hall. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a bid security payable without condition to the City for 5 percent of the amount of such bid.

Adopted by the City Council this 24th day of March, 2020.



Mayor



City Clerk

BILLS FOR APPROVAL

March 24, 2020

VENDORS	DEPT		AMOUNT
AW Research, water testing	Sewer		237.60
Baker & Taylor, books	Library		498.88
Batteries Plus, batteries	PW		56.47
BCA, background check	Library	pd 3-11	15.00
Birchdale Fire & Security, reset dvr	PW		130.00
Chip Lohmiller, reimburse for supplies	Fire		33.90
Chip Lohmiller, reimburse for thermometers	Fire		859.42
Crosslake Fire Relief Assn, reimburse for cost of masks	Fire		300.00
Crow Wing County, copies	PZ		3.00
Crow Wing County, 47% drain repair	PW		7,896.00
Crow Wing County, salt/sand	PW		10,035.17
Crow Wing Power, electric service	ALL	pd 3-17	9,256.38
CTC, web hosting	Gov't		10.00
Digital Ink Design, parade signs	PW		130.00
Fastenal, posts, janitorial supplies	PW/Park		92.92
Fastenal, gloves, safety glasses	PW		254.29
Fire Instruction & Rescue, incident command	Fire		500.00
Forum Communications, comment period land use ord	PZ		36.13
Forum Communications, ad for bids	Sewer		293.25
Herculift, lift repair	PW		528.32
Jefferson Fire and Safety, turnout gear	Fire		14,191.20
Mastercard, Home Depot, masks	PW		89.94
Mastercard, Marriot, lodging	Fire		294.00
Mastercard, Residence Inn, lodging	Sewer		664.88
Mastercard, Rzmask, masks	Fire		268.06
MCSI, copier contract	Park		44.13
Menards, caution tape, janitorial supplies	PW		47.37
Menards, janitorial supplies	PW		73.70
MN Chiefs of Police Assn, leadership academy	Police		575.00
Napa, gloves	PW		120.89
Napa, hitch pin, pin clip, clear diesel	PW		74.35
Nate Deshayes, mileage reimbursement	Sewer		98.90
Northern Lakes Embroidery, hats	Gov't		756.00
Northland Fire Protection, extinguisher certification	Police		461.20
Northland Press, meeting notice of 3/27	PZ		68.00
Northland Press, ad for bids daggett bay road	PW		484.50
Quality Equipment, pivot pin	PW		299.93
Streichers, uniform	Police		165.00
Streichers, uniform	Police		76.98
Streichers, uniform	Police		94.98
Streichers, uniform	Police		54.98
Streichers, uniform	Police		194.25
The Office Shop, rubberbands, tags	PW/Gov't		8.10
TJ Graumann, mileage reimbursement	Park		6.90
TJ Graumann, reimburse for ladder	Park		100.00
Ziegler, brushes	PW		1,700.00
TOTAL			52,179.97