

**REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, JANUARY 11, 2021  
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, January 11, 2021 in City Hall. The following Council Members were present: Mayor Dave Nevin, John Andrews, Aaron Herzog, and Marcia Seibert-Volz. Dave Schrupp was present viz Zoom. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Fire Chief Chip Lohmiller, Public Works Director Ted Strand, Zoning Administrator Jon Kolstad, Police Chief Erik Lee, City Engineer Dave Reese, and City Attorney Brad Person. Northland Press Reporter Paul Boblett and Echo Journal Reporter Nancy Vogt attended via Zoom. There were approximately twenty-five audience members in City Hall and on Zoom.

**A. CALL TO ORDER** – Mayor Nevin called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. Mayor Nevin read the list of additions to the agenda. MOTION 1R-01-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE ADDITIONS TO THE AGENDA. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

**B. PUBLIC FORUM** – None.

**C. ORGANIZATIONAL MEETING APPOINTMENTS**

1. MOTION 01R-02-21 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO APPOINT MARCIA SEIBERT-VOLZ AS ACTING MAYOR. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
2. MOTION 01R-03-21 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO APPOINT THE MAYOR AND CITY ADMINISTRATOR AS EX OFFICIO MEMBERS TO THE FIRE RELIEF ASSOCIATION. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
3. MOTION 01R-04-21 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO APPROVE THE SCHEDULE OF REGULAR COUNCIL MEETINGS ON THE 2<sup>ND</sup> MONDAY OF THE MONTH AT 7:00 P.M. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
4. MOTION 01R-05-21 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE 2021 SCHEDULE OF COUNCIL AND COMMISSION MEETING DATES. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
5. MOTION 01R-06-21 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO APPOINT THE NORTHLAND PRESS AND ECHO JOURNAL AS OFFICIAL CITY NEWSPAPERS. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
6. MOTION 01R-07-21 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO APPOINT BREEN & PERSON AS CIVIL ATTORNEY; JOHNSON, KILLEN & SEILER AS LABOR ATTORNEY; BRIGGS AS BOND COUNSEL; AND DAVID DROWN ASSOCIATES AS BOND ADVISOR. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

7. MOTION 01R-08-21 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO DESIGNATE FRANDSEN BANK AND 4M FUND AS OFFICIAL DEPOSITORIES. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
8. MOTION 01R-09-21 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPOINT THE MAYOR, ACTING MAYOR, CITY ADMINISTRATOR AND CITY CLERK AS SIGNATORIES ON CITY CHECKING AND SAVINGS ACCOUNTS. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
9. MOTION 01R-10-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE FOLLOWING COMMISSION APPOINTMENTS:  
Planning and Zoning  
Mark Lindner – appointment to 2nd 3-year term ending 1/31/2024  
Mark Wessels – appointment to 2nd 3-year term ending 1/31/2024  
Public Works  
Mic Tchida – appointment to 2nd 3-year term ending 1/31/2024  
Economic Development Authority  
John Andrews – re-appointment to Council’s 6-year term ending 1/31/2027  
ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
10. MOTION 01R-11-21 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE FOLLOWING COUNCIL LIAISON APPOINTMENTS:  
Planning and Zoning – Aaron Herzog  
Park and Recreation/Library – John Andrews  
Public Works – Dave Nevin  
EDA – Dave Schrupp  
ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Dave Nevin stated that he wanted to create a Public Safety Committee that would include the Mayor, City Administrator, Police Chief, Fire Chief, Council Member and North Ambulance representative as members. Mr. Nevin stated that the scope of the committee would include dealings with public safety vehicles, compensation, and employment. Aaron Herzog suggested that the committee determine the details of the committee and bring ideas to the Council for approval. MOTION 01R-12-21 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO RE-INSTATE THE PUBLIC SAFETY COMMITTEE AS ALLOWED IN CITY CODE AND TO APPOINT AARON HERZOG AS COUNCIL LIAISON TO PUBLIC SAFETY COMMITTEE. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

- D. CONSENT CALENDAR** – Marcia Seibert-Volz requested that item #4. City Month End Expenditures Report dated December 2020 be pulled from the consent calendar and Dave Nevin requested that item #5. Fire Hall Remodel Costs dated 12/31/20 be pulled from the consent calendar. MOTION 01R-13-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Public Information Meeting Minutes of December 14, 2020
2. Regular Council Meeting Minutes of December 14, 2020
3. City – Month End Revenue Report dated December 2020
4. *Removed.*
5. *Removed.*
6. Approve 2021 Mileage Reimbursement Rate (Current IRS Amount is \$0.56)
7. Approve Weed Inspector – (Mayor Nevin)
8. Approve Assistant Weed Inspector – (Ted Strand)
9. Police Report for Crosslake – December 2020
10. Police Report for Mission Township – December 2020
11. 2020 Annual Police Report for Crosslake
12. 2020 Annual Police Report for Mission Township
13. Fire Department Report – December 2020
14. Fire Department Annual Report 2020
15. Planning and Zoning Monthly Statistics
16. Planning and Zoning Meeting Minutes of November 20, 2020
17. Park and Recreation Monthly Report – December 2020
18. Park and Recreation/Library Commission Meeting Minutes of October 28, 2020
19. Public Works Commission Meeting Minutes of December 7, 2020
20. Waste Partners Recycling Report for November 2020
21. Application for Group Transient Merchant Permit from Mission of the Cross Lutheran Church for 2021 Flea Markets
22. Bills Paid from 12/14/20 to 12/31/20 in the Amount of \$65,094.85
23. Bills for Approval in the Amount of \$794,370.54
24. Additional Bills for Approval in the Amount of \$5,638.02

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

Regarding Item #4, Marcia Seibert-Volz questioned the 2020 budgeted amount of \$45,000 in the Public Works Budget for Joint Facility County Expenses. Mike Lyonais explained that the City pays for utilities and operating expenses for the Joint Facility and then bills the County for 53% of the cost. There is an equal amount in the Revenue. Marcia Seibert-Volz questioned why the funds of \$23,512 for the Tech 2 position in the Park Budget was not spent in 2020. Mike Lyonais stated that the Park Department considered hiring a Regular Part-Time employee but the Council hired a cleaning service instead. Marcia Seibert-Volz questioned why the 2020 Budget included \$105,470 for Employer Paid Health Insurance for the Park Department and only about \$30,000 was spent. Mike Lyonais replied that there were extra funds because the Regular Part-Time employee was not hired and that not all eligible employees signed up for health insurance benefits. Marcia Seibert-Volz suggested that the extra funds be reassigned. Mike Lyonais noted that the Park Department was over budget in other categories and stated that when the 2020 books are closed, the Council can decide if it wants to make changes to the budget.

Regarding Item #5, Dave Nevin stated that the change order total was off. Mike Lyonais stated that he would look at the spreadsheet and fix it.

MOTION 01R-14-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE CITY MONTH END EXPENDITURES REPORT DATED

DECEMBER 2020 AND FIRE HALL REMODEL COSTS DATED 12/31/2020 FROM THE CONSENT CALENDAR. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

#### **E. MAYOR'S REPORT**

1. The Mayor gave a brief update on Fire Hall Project and stated that the bid from Hytec did not include sealing the cement on the inside of the Hose Tower. The cost to paint the inside with epoxy is approximately \$7,040. Hytec is looking into less expensive alternatives. MOTION 01R-15-21 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO TABLE ACTION ON CHANGE ORDER TO SEAL THE INSIDE OF THE HOSE TOWER. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

MOTION 01R-16-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE CHANGE ORDER FROM HYTEC IN THE AMOUNT OF \$3,215 TO PROVIDE AND INSTALL FRP (FIBER-REINFORCED PLASTIC) ON THE WALLS OF GARAGE 116 IN LIEU OF PAINTED DRYWALL AND TO INSTALL NEW HOSE BIBB AND PIPING IN THE GARAGE TO WASH VEHICLES. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

MOTION 01R-17-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE CHANGE ORDER FROM HYTEC IN THE AMOUNT OF \$1,275 TO PROVIDE AND INSTALL NEW DOMESTIC WATER LINE TO THE SOUTH MECHANICAL ROOM 103 AND INSTALL NEW HOSE BIBB IN THE MECHANICAL ROOM. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

MOTION 01R-18-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JOHN ANDREWS TO APPROVE PAY APPLICATION #5 TO HYTEC CONSTRUCTION IN THE AMOUNT OF \$316,180.14 FOR FIRE HALL REMODEL, SUBJECT TO THE CHANGE ORDERS AND SIGNATURE OF ARCHITECT BEING ADDED TO THE APPLICATION. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Chip Lohmiller reviewed purchases that need to be ordered for the fire hall and noted that the Fire Relief Association paid \$7,000 toward the purchase of the appliances. Mr. Lohmiller asked for approval to purchase exercise equipment, table and chairs for training room, and personal lockers. Mr. Lohmiller stated that the cost of the fitness equipment is approximately \$18,000 and that the Fire Relief Association is paying anything over \$10,000. Dave Nevin stated that the City will save approximately \$100,000 in the estimated cost for mold remediation and that the firefighters need to be taken care of. MOTION 01R-19-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE PURCHASE OF PERSONAL LOCKERS IN THE AMOUNT OF \$13,947, TABLE AND CHAIRS FOR THE TRAINING ROOM IN THE AMOUNT OF \$14,579 AND EXERCISE EQUIPMENT IN THE AMOUNT OF

\$10,000. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

2. MOTION 01R-20-21 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE RESOLUTION NO. 21-01 ACCEPTING DONATION IN THE AMOUNT OF \$405 FROM MEGHAN ZIERKE FOR THE LIBRARY IN MEMORY OF DORIS STEVENSON. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
3. Cindy Myogeto updated the Council on Winterfest activities scheduled to take place February 4-6, 2021. The Chamber is working with staff to prepare for the events at the Community Center. MOTION 01R-21-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE FIREWORKS DISPLAY TO BE HELD ON JANUARY 5, 2021 AND TO APPROVE THE SERVING OF SOUP ON FEBRUARY 6, 2021 FOR WINTERFEST. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
4. Dave Nevin asked the status of the ordinance amendment to change the makeup of the Personnel Committee. Char Nelson stated that she forgot to prepare the ordinance for Council review and would bring it forward at the next meeting.
5. MOTION 01R-22-21 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO RETRACT THE CITY ADMINISTRATOR'S POWER TO CONDUCT EMERGENCY DECISION MAKING RELATED TO THE COVID-19 PANDEMIC. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
6. Dave Nevin asked that item F.2. under the City Administrator's report be discussed at this time. Mr. Nevin stated that there was a disagreement with staff on the location to put the City Hall sign and which sign was to be erected. A lengthy discussion ensued regarding the events that took place on February 2 when staff met with Dave Nevin, Council Member Marcia Seibert-Volz and Jerome Volz at the intersection of CSAH 66 and Daggett Bay Road, including a police investigation regarding staff feeling threatened by the Mayor. Dave Nevin noted that the building committee approved plans that showed the placement of the sign at the intersection of CSAH 66 and Daggett Bay Road. MOTION 01R-23-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO ADD THE REFURBISHMENT OF THE EXISTING SIGN AS DESCRIBED BY THE MAYOR TO THE LOCATION SHOWN ON THE DRAWING #C4.00 DATED JULY 2019 AT NO COST TO THE CITY. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

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

1. MOTION 01R-24-21 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO HOLD HALF HOUR LONG, QUESTION/ANSWER INTERVIEWS FOR CITY ENGINEERS ON TUESDAY, JANUARY 19, 2021 STARTING AT 10:00 A.M. Aaron Herzog added that the meetings should be closed to

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

2. The Council reviewed an ordinance amendment related to vacating streets. Mark Wessels of 13336 East Shore Road addressed the Council and stated that the Planning and Zoning Commission reviewed the changes and that he wanted to be sure that the change only allows people to apply for a vacation of a road, not that the vacation would be granted. Dave Nevin stated that the change will allow the Council to determine whether or not the vacation should be granted and that there are times when the Council should help landowners. Tom Swenson of 36036 West Shore Drive addressed the Council and stated that the Public Works Commission supported the change to the ordinance but that the commission still would like to review the applications and make recommendations to Council. The Park Commission did not support the change to the ordinance and wanted to see more language in the ordinance rather than just a reference to State Statute. Attorney Person stated that his advice would be to refer to statute because Statutes change and the City would not have to change the ordinance every time the statute changed. Kevin McCormick of 11821 Lake Trail stated that this is a good change for the City to make. MOTION 01R-25-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE ORDINANCE NO. 368 RELATED TO VACATING STREETS AND TO PUBLISH THE ORDINANCE IN SUMMARY FORM IN THE OFFICIAL NEWSPAPERS. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
3. Mike Lyonais gave an update on Sales Tax and suggested that the Council update the resolution that was approved last year and resubmit to the State by January 31st. Ted Strand stated that the projects that were identified do not need to be changed. A discussion ensued regarding whether or not the clarifiers should be listed on the resolution, the timeline for when the clarifiers would need to be replaced and the timeline for the approval process of the proposed sales tax. MOTION 01R-26-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO DIRECT STAFF TO SUBMIT A RESOLUTION AS PRESENTED TO THE STATE BY JANUARY 31, 2021 FOR CONSIDERATION BY THE LEGISLATURE TO ALLOW THE CITY OF CROSSLAKE TO COLLECT SALES TAX. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
4. MOTION 01R-27-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO OPEN CITY OFFICES TO THE PUBLIC IN ACCORDANCE WITH STATE REGULATIONS AND TO INSTALL OPEN SIGN IN WINDOW AT CITY HALL. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

## **G. COMMISSION REPORTS**

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

The Council reviewed Resolution Receiving Feasibility Report and Calling Hearing on Improvement for the 2021 Road Projects. Dave Reese noted that 47% of the cost

**RESOLUTION NO. 21-02  
CITY OF CROSSLAKE  
COUNTY OF CROW WING  
STATE OF MINNESOTA**

**RESOLUTION RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON  
IMPROVEMENT**

WHEREAS, pursuant to resolution of the council adopted November 12, 2020, a report has been prepared by Widseth Smith Nolting and Associates, Inc. (Widseth) with reference to proposed Improvement No. 2021, the improvement of the following listed streets so described, and this report was received by the council on January 4, 2021,

**PROJECT AREA #1**

- **Wild Wind Ranch Drive** – Approximately 1,480 LF of pavement reclamation, subgrade correction and bituminous paving from the intersection with CSAH 103 to the end of the city-maintained portion of the street.

**PROJECT AREA #2**

- **Rushmoor Boulevard and Rushmoor Trail** – Approximately 2,690 LF of pavement reclamation and bituminous paving from the intersection with CSAH 16 to the end of the city-maintained portion of each leg of the street.

**PROJECT AREA #3**

- **Harbor Lane** – Approximately 1,740 LF of pavement reclamation and bituminous paving from the intersection with CSAH 16 to the end of the project area described and illustrated in the feasibility report.

**PROJECT AREA #4**

- **Birch Narrows Road** – Approximately 3,365 LF of pavement reclamation and bituminous paving from the intersection with CSAH 3 to the end of the city-maintained portion of the street.

**PROJECT AREA #5**

- **Whitefish Avenue** – Approximately 10,410 LF of bituminous overlay from the intersection with Manhattan Point Boulevard on the west end of the point to the intersection with Manhattan Point Boulevard on the east end.
- **Hilltop Drive** – Approximately 340 LF of bituminous overlay from the intersection with Manhattan Point Boulevard to the intersection with Whitefish Avenue.
- **Woodland Drive** – Approximately 445 LF of bituminous overlay from the intersection with Manhattan Point Boulevard to the intersection with Whitefish Avenue.
- **Cool Haven Lane** – Approximately 1,125 LF of bituminous overlay from the intersection with South Landing Road to the end of the city-maintained portion of the street.

WHEREAS, the report provides information regarding whether the proposed improvements are necessary, cost-effective, and feasible; whether they should best be made as proposed or in connection with some other improvement; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

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



1. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statutes, Chapter 429 at the estimated total cost of the improvements for **PROJECT AREA #1** of **\$180,900.00**.
2. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statutes, Chapter 429 at the estimated total cost of the improvements for **PROJECT AREA #2** of **\$215,000.00**.
3. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statutes, Chapter 429 at the estimated total cost of the improvements for **PROJECT AREA #3** of **\$161,100.00**.
4. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statutes, Chapter 429 at the estimated total cost of the improvements for **PROJECT AREA #4** of **\$286,100**.
5. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting properties for all or a portion of the cost of the improvements pursuant to Minnesota Statutes, Chapter 429 at the estimated total cost of the improvements for **PROJECT AREA #5** of **\$506,900.00**.

Public hearings shall be held on such proposed improvements on the following dates in the council chambers of the city hall at 6:00PM CST and the clerk shall give mailed and published notice of such hearings and improvements as required by law,

- **PROJECT AREA #1 - Wild Wind Ranch Drive Reconstruction – February 2, 2021, 6:00PM at City Hall**
- **PROJECT AREA #2 - Rushmoor Boulevard Reconstruction – February 2, 2021, 7:00PM at City Hall**
- **PROJECT AREA #3 - Harbor Lane Reconstruction – February 3, 2021, 6:00PM at City Hall**
- **PROJECT AREA #4 - Birch Narrows Road Reconstruction – February 3, 2021, 7:00PM at City Hall**
- **PROJECT AREA #5 - Whitefish Ave, Hilltop Dr, Woodland Dr and Cool Haven Lane Street Overlays – February 4, 2021, 6:00PM at City Hall**

Adopted by the council this 11th day of January 2021.



Charlene Nelson, City Clerk



David Nevin, Mayor



of the projects will be collected in assessments from the property owners. Dave Nevin stated that he wants to see costs for overlay options on the roads that are proposed to be reconstructed. Dave Reese stated that the roads that are proposed to be reconstructed are not suitable for an overlay. Dave Nevin asked that the City get bids for both an overlay and a reconstruction and then determine which way to go. Dave Reese stated that it does not cost much more to request alternative bids, however, the residents need to be told what the project includes at the public hearings which are held before bidding proceeds. Dave Nevin stated that the City will save money by doing overlays. Dave Schrupp stated that the Council should follow the advice of the Engineer. John Andrews stated that the roads should be completed as proposed and that borrowing money is cheap right now. Mike Lyonais noted that if the Council chooses to overlay all the roads, a new appraisal would be needed to determine the assessments. Aaron Herzog stated that the Council needs to let the people know what kind of road improvement they are getting and that changing it would delay the projects. MOTION 01R-28-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO HAVE THE 2021 ROAD PROJECTS BID AS OUTLINED BY THE CITY ENGINEER. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED 4-1 WITH NEVIN OPPOSED.

A discussion ensued regarding the dates and times for public hearings. No changes were made to the proposed schedule detailed in the resolution. MOTION 01R-29-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE RESOLUTION NO. 21-02 RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON IMPROVEMENT FOR 2021 ROAD PROJECTS AS PROPOSED. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED 4-1 WITH NEVIN OPPOSED.

- b. Ted Strand stated that at the last meeting he reported to the Council that the torque converter shattered on the plow truck and will cost approximately \$17,000 to fix. The truck has 55,000 miles on it. The Council took action to declare the truck surplus before he could discuss options. Since then Mr. Strand got a second opinion and found out that the repairs were not as extensive as originally estimated and would cost \$6,500. Mr. Strand had the truck repaired and told the Council he would like to keep the truck as backup. The truck is worth approximately \$30,000-\$35,000. MOTION 01R-30-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO DECLARE THE 2007 PLOW TRUCK AS SURPLUS AND APPROVE THE SALE OF THE TRUCK. Marcia Seibert-Volz stated that it will cost more on maintenance and insurance to keep it. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED 3-2 WITH ANDREWS AND SCHRUPP OPPOSED.

## **2. PARK, RECREATION, AND LIBRARY**

- a. MOTION 01R-31-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION FOR THE HUSS LOT SPLIT. Dave Nevin asked where this property was located and requested that staff include a map with location on future park

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

- b. MOTION 01R-32-21 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION FOR THE MILLER SUBDIVISION. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Marcia Seibert-Volz asked how the clearing of the trail on Daggett Pine Road was going and suggested, that since it has been used quite a bit, the City continue clearing it until the end of the winter season. MOTION 01R-33-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE SCHRUPP TO EXTEND THE CLEARING OF THE DAGGETT PINE ROAD TRAIL UNTIL THE END OF THE SEASON. Dave Nevin told TJ Graumann to make sure his employees to not tear up the equipment while plowing. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

**H. PUBLIC FORUM** – Tom Swenson of the Public Works Commission stated that he was concerned that because Dave Schrupp was not reappointed as liaison to the Public Works Commission and that Mr. Schrupp took on the task of taking minutes, that minutes would not be completed or not done in a timely manner. Mr. Swenson noted that the Council should have been told that the Public Works Commission was in favor of proceeding with the road projects as presented. Mr. Swenson suggested that the City Clerk be directed to take the minutes of the meetings. As a motion was being considered, an audience member reminded the Council that action could not take place during public forum.

**I. CITY ATTORNEY REPORT** – None.

**J. NEW BUSINESS** – Marcia Seibert-Volz asked the status of the road vacation. Jon Kolstad stated that now that the ordinance has been changed, the request will go back to the commissions for recommendations to the Council.

MOTION 01R-34-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO REQUIRE THAT ALL BUDGET ADJUSTMENTS AND TRANSFERS RECEIVE COUNCIL APPROVAL BEFORE BEING MADE. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED 4-1 WITH ANDREWS OPPOSED.

Marcia Seibert-Volz asked the status of the payment from Oregon for the firefighter mutual aid and Chip Lohmiller stated that payment is still pending.

MOTION 01R-35-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO DIRECT STAFF TO INCLUDE A BALANCE SHEET, SIMILAR TO PAGE 16 IN THE YEAR END FINANCIAL STATEMENTS, IN THE MONTHLY COUNCIL PACKETS. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Marcia Seibert-Volz stated that Ted Strand had given her a tour of the grounds at the Public Works Facility and noted that many sheds contained old equipment. Ms. Seibert-Volz asked whether there was equipment and supplies that could be sold or disposed of. Ms. Seibert-Volz suggested that the rest of the Council get a tour from Ted Strand to see what is in the sheds.

Marcia Seibert-Volz asked that all City policies be put on the City's website.

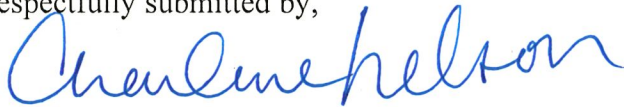
Dave Nevin asked that the Council schedule a time to meet with the City Administrator for his review. It was the consensus of the Council to hold a meeting following the City Engineer interviews on Tuesday, January 19, 2021 at approximately 12:00 P.M. Erik Lee noted that the administrator could decide whether or not to close the meeting.

Erik Lee reported that Paramedic Toby Rowen died in the line of duty last week and that the funeral will be held at the Log Church on Thursday, January 14. There will be a large presence of ambulances, squad cars, and fire trucks at the funeral beginning at 1:00 P.M.

**K. OLD BUSINESS – None.**

**L. ADJOURN – MOTION 01R-36-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE NEVIN TO ADJOURN THE MEETING AT 10:02 P.M. MOTION CARRIED WITH ALL AYES.**

Respectfully submitted by,



Charlene Nelson  
City Clerk

**RETRO ACTIVE BILLS FOR APPROVAL**  
**December 14 through December 31, 2020**

VENDORS	DEPT		AMOUNT
Ace Hardware, hardware	PW	pd 12-28	4.39
Ace Hardware, air filters	Gov't	pd 12-28	90.93
Ace Hardware, sanding discs	Park	pd 12-28	57.16
Ace Hardware, hardware	Sewer	pd 12-28	2.58
Ace Hardware, sump pump, hardware	PW	pd 12-28	110.36
Ace Hardware, tirdowns	PW	pd 12-28	67.98
Ace Hardware, fuel, service	PW	pd 12-28	107.97
Ace Hardware, rainsuit	Sewer	pd 12-28	27.99
Ace Hardware, bait stations	Park	pd 12-28	28.35
Ace Hardware, gloves	Park	pd 12-28	17.99
Ace Hardware, heater, hardware	Sewer	pd 12-28	97.97
Ace Hardware, hardware	Park	pd 12-28	1.37
Ace Hardware, hardware	Park	pd 12-28	4.59
Ace Hardware, grommets	Gov't	pd 12-30	13.20
Ace Hardware, batteries, mouse traps	Park	pd 12-30	32.36
AW Research, water testing	Sewer	pd 12-21	118.80
AW Research, water testing	Sewer	pd 12-28	118.80
Baker & Taylor, books	Library	pd 12-15	16.07
Brainerd Hydraulics, hose	PW	pd 12-15	29.93
Crosslake Fire Relief Assn, reimburse for kitchen appliances	Fire	pd 12-15	3,809.00
Crosslake Rolloff, waste water treatment plant trash removal	Sewer	pd 12-28	688.00
Crow Wing County Highway Dept, fuel	ALL	pd 12-28	1,923.65
Crow Wing Power, electric services	ALL	pd 12-21	8,968.51
Fire Instruction & Rescue, search and rescue	Fire	pd 12-30	400.00
Fire Safety USA, hose, valves	Fire	pd 12-28	6,360.00
Freightliner, diagnostics	PW	pd 12-21	239.80
Guardian Pest Solutions, pest control	ALL	pd 12-14	77.60
Hawkins, chemicals	Sewer	pd 12-21	529.64
Holden Electric, fuses	PW	pd 12-21	144.00
IP Networks, annual firewall renewal	Park	pd 12-15	130.00
Jefferson Fire & Safety, hose	Fire	pd 12-28	1,051.60
Johnson Killen & Seiler, labor attorney fees	Gov't	pd 12-21	193.50
Mastercard, Amazon, turnbuckles	Sewer	pd 12-21	244.80
Mastercard, Amazon, first aid kit	Park	pd 12-21	11.20
Mastercard, Blade Tech Holsters, uniform	Police	pd 12-21	62.22
Mastercard, Brainerd Dispatch, subscription	Library	pd 12-21	222.04
Mastercard, CDW, business security maintenance	Park	pd 12-21	172.90
Mastercard, Hoorag, masks	Gov't	pd 12-21	130.55
Mastercard, Microsoft, monthly premium	Police	pd 12-21	145.16
Mastercard, Patio Sun Umbrella, patio umbrella	Park	pd 12-21	179.98
Mastercard, Streichers, uniform	Police	pd 12-21	151.17
Mastercard, Zero 9 Holsters, uniform	Police	pd 12-21	109.80
Menards, clicker remote, transfer pump	Sewer	pd 12-15	133.96
Menards, dog food	Sewer	pd 12-21	119.94
Menards, ratchets, air compressor	PW	pd 12-21	429.98

Metro Sales, copier maintenance	Police	pd 12-21	45.06
Metro Sales, copies	PZ/Admin	pd 12-30	330.28
Mike Lyonais, reimburse petty cash	PW	pd 12-15	52.61
MN Department of Agriculture, pesticide applicator license	PW	pd 12-14	10.00
MN Department of Labor, pressure vessel checks	ALL	pd 12-28	20.00
Moonlite Square, supplies	Fire	pd 12-21	16.68
Municode, annual website hosting maintenance support	Gov't	pd 12-15	1,800.00
Nagell Appraisal, 2021 street improvements	PW	pd 12-15	1,600.00
Napa, oil, gloves	PW	pd 12-15	24.47
Planning and Zoning Commissioners, 4th quarter meetings	PZ	pd 12-21	1,015.00
Power Lodge, straps	Park	pd 12-15	14.98
Power Lodge, wheel studs	Park	pd 12-21	39.96
Seth Wannebo, reimburse uniform expense	PW	pd 12-21	79.99
Shannons Auto Body, wireless spreader	PW/Park	pd 12-15	1,041.53
The Office Shop, toner	Admin	pd 12-21	205.64
Widseth, south bay park	Park	pd 12-15	1,159.28
Widseth, south bay park	Park	pd 12-30	588.00
Widseth, 2021 street improvements	PW	pd 12-30	14,419.39
Widseth, general engineering	PW	pd 12-30	170.00
WW Goetsch, replace pump	Sewer	pd 12-15	2,364.43
WW Goetsch, new pumps	Sewer	pd 12-21	11,340.00
Xcel Energy, gas utilities	ALL	pd 12-28	1,179.76
<b>TOTAL</b>			<b>65,094.85</b>

**BILLS FOR APPROVAL**  
January 11, 2021

VENDORS	DEPT	AMOUNT
Ace Hardware, battery brush, rust treatment	PW	28.17
Ace Hardware, hex key set	PW	33.99
Ace Hardware, bounce	Park	13.18
Ace Hardware, batteries, bird seed, mouse traps	Park	37.98
Ace Hardware, pvc	PW	12.25
Aspen Equipment, anti flow plate	Sewer	83.36
AW Research, water testing	Sewer	118.80
Baker and Taylor, books	Library	38.74
Blue Cross Blue Shield, health insurance	ALL	32,703.50
City of Crosslake, sewer utilities	ALL	200.00
Clean Team, january cleaning	ALL	4,381.25
Council #65, union dues	Gov't	342.00
Crosslake Communications, phone, fax, internet, cable	ALL	1,855.85
Crow Wing County, e911 addressing services	PZ	1,400.00
CTC, web hosting	Gov't	10.00
Culligan, water cooler rental and water	ALL	76.90
DeLage Landen Financial Services, copier lease	Park	117.00
Delta Dental, dental insurance	ALL	1,695.60
Elevate Learning, safety program	Gov't	225.00
Fortis, disability insurance	ALL	843.11
Guardian Pest Solutions, pest control	ALL	77.60
Intoximeters, dry gas	Police	105.00
Jon Kolstad, mileage reimbursement	PZ	67.51
Law Enforcement Safety Solutions, training	Police	300.00
MacQueen Emergency, lockers	Fire	11,263.00
Mastercard, Active 911, subscription	Fire	606.00
Mastercard, Amazon, 3 ring binders	Park	20.98
Mastercard, Amazon, microphone	Gov't	288.00
Mastercard, Amazon, air pump	Park	14.99
Mastercard, Amazon, computer speakers	Admin	15.19
Mastercard, Amazon, calendars	Park	19.42
Mastercard, Amazon, webcam	Police	49.99
Mastercard, Blade Tech, uniform	Police	24.04
Mastercard, DG, sanitizer	Gov't	30.60
Mastercard, Moonlite Bay, training	Police	57.39
Mastercard, MN Chiefs of Police Assn, membership dues	Police	305.00
Mastercard, Office Max, folders	Admin	9.83
Mastercard, Post Office, postage	Police	11.85
Mastercard, Post Office, postage	Police	11.85
Mastercard, Streichers, uniform	Police	204.59
Mastercard, Unity Manufacturing, squad parts	Police	381.05
Metro Sales, copier maintenace contract	PZ/Admin	147.00
MN Dept of Labor & Industry, um pressure vessel	PW	20.00
MN Life, life insurance	ALL	303.40
MN NCPERS, life insurance	Gov't	112.00

MN State Fire Chiefs Assn, membership dues	Fire		460.00
Moonlite Square, fuel	Fire		11.63
Napa, mats, fuse	PW		39.32
Napa, blade guide	Park		41.01
North Memorial Ambulance, december subsidy	Ambulance		1,100.00
Northland Trust Services, bond payments	Gov't		715,121.88
Pine River Area Sanitary District, treatment of biosolids	Sewer		4,058.75
Quadient, postage meter refill	ALL		700.00
Quadient, postage meter rental	Gov't		219.21
Riteway, w2's and 1099's	Admin		190.00
Seaberg Motorsports, oil filters, drive fluid	Park		80.95
Teamsters, union dues	Police		281.00
US Bank, copier lease	ALL		165.00
USA Bluebook, cabled vantage	Sewer		663.39
Waste Partners, trash removal	ALL		322.53
Widseth, south bay park	Park		588.00
Widseth, fire hall	Fire		3,305.00
WW Goetsch, pump	Sewer		5,670.00
Xcel Energy, gas utilities	ALL		2,689.91
<b>TOTAL</b>			<b>794,370.54</b>



**ADDITIONAL BILLS FOR APPROVAL**  
**January 11, 2021**

VENDORS	DEPT		AMOUNT
AT&T, cell phone, ipad charges	ALL		934.68
AW Research, water testing	Sewer		118.80
Baker & Taylor, books	Library		14.96
Birchdale, quarterly monitoring	PW		105.00
Bolton & Menk, biosolids review	Sewer		1,950.00
Crosslake Sheetmetal, service call	Sewer		110.00
Crow Wing County, filing fees	PZ		230.00
CTC I.T., december i.t. labor	ALL		900.00
Grafiz Shoppe, non reflective kit	Police		614.82
Hawkins, chemicals	Sewer		165.07
Lakes Area Rental, shop supplies, filler cap, repairs	PW		63.95
League of MN Cities, elected leaders advanced program	Council		95.00
Mastercard, Amazon, nozzle	Park		16.99
Mastercard, Blauer, uniform	Police		52.91
Mastercard, DMV, title transfer	Police		27.67
Mastercard, Office Max, ink	Fire		23.36
Mastercard, Post Office, postage	Police		15.05
Midwest Machinery, filter kit	Park		67.11
Seaberg Motorsports, demand drive fluid	Park		15.99
Seaberg Motorsports, demand drive fluid	Park		31.98
Treasured Haven, service award	Park		52.61
Ziegler, pump	PW		32.07
<b>TOTAL</b>			<b>5,638.02</b>

City of Crosslake

**RESOLUTION 21-01**

**RESOLUTION ACCEPTING DONATION(S)**

WHEREAS, the City of Crosslake encourages public donations to help defray costs to the general public of providing services and improving the quality of life in Crosslake; and

WHEREAS, the City of Crosslake is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of citizens; and

WHEREAS, said Statute 465.03 requires that all gifts and donations of real or personal property be accepted only with the adoption of a resolution approved by two-thirds of the members of the City Council; and

WHEREAS, the following person/persons and/or entity/entities has/have donated real and/or personal property as follows:

<b>FROM</b>	<b>DONATION</b>	<b>INTENDED PURPOSE</b>
Meghan Zierke	\$405.00	For Library in Memory of Doris Stevenson

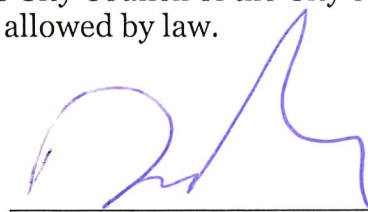
; and

WHEREAS, the City of Crosslake will strive to use the donation as intended by the donor; and

WHEREAS, the City Council finds that it is appropriate to accept said donation(s) as offered.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Crosslake that the donation(s) as described above are accepted as allowed by law.

Passed this 11th day of January, 2021.



David Nevin  
Mayor

ATTEST:



Michael R. Lyonais  
City Administrator  
(SEAL)

**CITY OF CROSSLAKE  
RESOLUTION NO. 21-03**

**RESOLUTION SUPPORTING THE AUTHORITY TO IMPOSE A LOCAL SALES AND  
USE TAX TO FUND SPECIFIC CAPITAL IMPROVEMENTS PROVIDING REGIONAL  
SIGNIFICANCE, TO ESTABLISH THE DURATION OF THE TAX AND THE  
REVENUE TO BE RAISED BY THE TAX, AND TO AUTHORIZE THE CITY TO ISSUE  
BONDS SUPPORTED BY THE SALES TAX REVENUE.**

**WHEREAS**, the City of Crosslake has engaged Council Members, staff, community residents and businesses to identify the following projects;

Project 1: On-Site Bio Solids Treatment – Currently, the City transports all bio solids remaining after the wastewater treatment process to the Pine River Area Sanitary Sewer District for final treatment and disposal. The City anticipates it will no longer have this available in the near future and will be required to treat and dispose of its own bio solids. The estimated cost of treatment plant modifications enabling the City to treat and dispose of its own bio solids is \$2,000,000.

Project 2: Northerly System Expansion (CSAH 66/Moonlite Service Area) – Due to high volume water users not currently on the City’s sewer system, current and anticipated sewer issues in the Moonlite Bay Restaurant and Moonlite Square Car Wash/Gas Station, the City’s intent is to extend sewer service to this area. Use in this area will continue to grow beyond the original septic design capabilities. Estimated cost (adjusted for inflation) is \$1,600,000. Refer to Attachment A; “Citywide Wastewater Management Study”, dated October 31, 2018 for project location and other details.

Project 3: Easterly System Expansion (Daggett Lake Service Area) – Due to density, small lot size, and proximity to lake shore, the City’s intent is to extend sewer service to this area. The City considered this area in the past and residents have shown interest for sanitary sewer. Estimated cost (adjusted for inflation) is \$2,400,000. Refer to Attachment A; “Citywide Wastewater Management Study”, dated October 31, 2018 for project location and other details.

**WHEREAS**, the aforementioned projects will result in benefits to both the residents and businesses of the City of Crosslake as well as tourists and visitors; and,

**WHEREAS**, funding these project(s) with a local sales tax will more closely distribute the cost of the project(s) to the users of the facilities; and,

**WHEREAS**, the aforementioned project(s) are estimated to cost approximately \$6,000,000; and,

**WHEREAS**, the City estimates that a local sales tax of 1/2 percent would generate \$4,800,000 over 15 years would provide funding for project costs not assessed; and,

**WHEREAS**, Minn. Stat. § 297A.99 authorizes the imposition of a general sales tax if permitted by special law of the Minnesota Legislature; and,

**WHEREAS**, Minn. Stat. § 297A.99 requires the City to pass a resolution authorizing such a local tax and to obtain Legislative approval prior to approval by the local voters to enact the local tax;

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

1. The City Council supports the authority to impose a general local sales tax of 1/2 percent for a period of 15 years to assist in funding the aforementioned projects;
2. Upon approval of this resolution, the City will submit the adopted resolution and documentation of regional significance to the chairs and ranking minority members of the House and Senate Taxes committees for approval and passage of a special law authorizing the tax, by January 31 of the year that it is seeking the special law.
3. Upon Legislative approval and passage of the special law authorizing the tax, the City will adopt a resolution accepting the new law, which will be filed with a local approval certificate to the Office of the Secretary of State before the following Legislative session.
4. The City will put a detailed ballot question(s), which includes separate questions for each project, on a general election ballot for local voter approval. This will be done within two years of receiving legislative authority.
5. If one or more ballot questions pass, the City will also pass an ordinance imposing the tax and notify the Commissioner of Revenue at least 90 days before the first day of the calendar quarter that the tax will be imposed.
6. Upon completion of the aforementioned requirements, the local sales tax will commence and run until December 31, 2036 or until a sum sufficient to fund the voter approved projects, including related debt costs, is raised, whichever comes first.

**Adoption by the City Council of the City of Crosslake this 11<sup>th</sup> day January, 2021.**



David Nevin, Mayor



Michael R. Lyonais, City Administrator

ATTEST:



Charlene Nelson, City Clerk