

**REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, FEBRUARY 8, 2021  
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, February 8, 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-two 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 02R-01-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE ADDITIONS TO THE AGENDA. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

**B. PUBLIC FORUM** – None.

**C. CONSENT CALENDAR** – Dave Nevin requested that items #20 Bills for Approval and #21 Additional Bills for Approval be pulled from the consent calendar. MOTION 02R-02-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of January 11, 2021
2. Interview Session for Engineering Proposals Minutes of January 19, 2021
3. Special Council Meeting Minutes of January 29, 2021
4. Draft Month End Revenue Report dated January 2021
5. Draft Month End Expenditures Report dated January 2021
6. Draft Balance Sheet dated January 2021
7. Fire Hall Remodel Costs dated 1/31/2021
8. LMCIT Liability Coverage – Waiver Form
9. Police Report for Crosslake – January 2021
10. Police Report for Mission Township – January 2021
11. Fire Department Report – January 2021
12. North Ambulance Run Report – December 2020 and January 2021
13. Planning and Zoning Monthly Statistics
14. Park and Recreation Monthly Report – January 2021
15. Park and Recreation/Library Commission Meeting Minutes of January 5, 2021
16. EDA Meeting Minutes of October 7, 2020
17. Waste Partners Recycling Reports for December 2020 and Year End 2020
18. Charitable Gambling Contributions Reports for 2020
19. Memo dated January 22, 2021 from City Clerk Re: Repurchase Cemetery Lots
20. *Removed*
21. *Removed*

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

Regarding the bills for approval, the Mayor had several questions. Dave Nevin asked about the bill from American Door Works in the amount of \$4,453.80. Ted Strand explained that a county employee hit the garage door after a city employee pulled out of the garage and shut the door. The city employee did not know that anyone was behind him. A claim has been submitted to the insurance company. Dave Nevin asked if the bill to Hathaway Construction had been paid before the Council approved it. Char Nelson replied that the bill was paid on January 28, 2021 as noted on the list of bills for approval as the vendor requested immediate payment for work completed in December 2020. City policy allows bills to be paid, if necessary, before council approval. Dave Nevin asked why there was a bill from Mills Motors for the repair of the Mack truck in the amount of \$7,374.06, as the truck has been declared surplus and staff was directed to sell. Ted Strand replied that he informed the Council at its regular meeting in January that he received a second quote to repair the truck and authorized the expense. Mr. Strand added that the truck was worth nothing without the repairs and is now worth approximately \$30,000-\$35,000. Dave Nevin asked about the bill from Watchguard for body cameras in the amount of \$10,116 and stated that he thought the police department bought body cameras last year. Erik Lee explained that the Council approved the purchase last year at budget time and that the order was placed in 2020 so that the cameras would be delivered in 2021. MOTION 02R-03-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE BILLS FOR APPROVAL IN THE AMOUNT OF \$159,528.28 AND THE ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$8,332.95. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

**D. MAYOR'S REPORT**

1. The Council revisited a right-of-way vacation application from Kevin and Michelle McCormick, Chris and Heather Orth, and Brad and Kristin Evenson. A public hearing was held at the Council's regular meeting on December 14, 2020. The matter was tabled by the Council until the ordinance language regarding road vacations was changed to allow the Council the ability to consider the vacation of roads that lead to the water. The ordinance amendment was approved on January 11, 2021. The Mayor asked if anyone wanted to speak to vacation request and no one came forward. MOTION 02R-04-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 21-04 VACATING PROPERTY ON LAKE TRAIL. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
2. Dave Nevin and Chip Lohmiller gave a brief update on the firehall construction. MOTION 02R-05-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE PURCHASE OF DESKS AND CABINETS FOR THE OFFICES IN THE FIREHALL FROM KI IN THE AMOUNT OF \$2,293.20 ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

The Council reviewed an invoice dated August 23, 2020 from Widseth for the Firehall Project in the amount of \$3,305. Dave Nevin had tabled approval of payment in September because he did not think staff had authorization to have Widseth make designs

for a new building. Chip Lohmiller read the minutes of the City Council meeting of July 13, 2020 where Dave Schrupp suggested that Chief Lohmiller look at building designs of other departments and get some quotes. Mr. Lohmiller stated that he felt having those designs helped the Council make a decision to remodel rather than build new. Mike Lyonais noted that the bill had been resubmitted for payment and was on the bills for approval in January. The Council approved payment at that time and the Mayor voided the check when it was given to him for signature. Dave Schrupp and John Andrews stated that the bill needed to be paid.

The Council reviewed a pay request from Hytec for the firehall. Dave Schrupp suggested that payment be held until the punch list for City Hall is completed. Dave Nevin stated that he would talk to Hytec about finishing the punch list. MOTION 02R-06-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE PAY APPLICATION #6 TO HYTEC CONSTRUCTION IN THE AMOUNT OF \$257,428.04 FOR FIRE HALL REMODEL. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

MOTION 02R-07-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE CHANGE ORDER #079439.05 IN THE AMOUNT OF \$6,996.13 TO REMOVE AND REPLACE EXISTING ROTTEN OSB WALL SHEATHING AS NEEDED ON THE EXTERIOR WALL. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

MOTION 02R-08-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE CHANGE ORDER #079439.04 IN THE AMOUNT OF \$13,990.77 TO DEMO MOLDY/ROTTEN GYP AND WOOD FRAMED WALLS, REMOVE PIPING AND WATER SOFTENER AND REINSTALL/RE-PIPE. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

MOTION 02R-09-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE CHANGE ORDER #079439.13 IN THE AMOUNT OF \$6,998.51 TO PAINT TWO COATS OF EPOXY AND CAULKING ON THE INTERIOR CMU WALLS OF THE THREE-STORY HOSE TOWER. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

3. Dave Nevin reviewed the proposal from Hytec for an additional sign for City Hall. Mr. Nevin noted that the old sign would be installed at the intersection of CSAH 66 and Daggett Bay Road, facing south, at no cost to the City. The proposal is to make a new sign to face north. Dave Schrupp stated that he would be in favor of a kiosk that included a map of the City and noted that there are green directional signs on CSAH 66 for City Hall. Dave Nevin replied that the directional signs are not effective. Aaron Herzog suggested tabling a decision until next month. The Council took no action on this item.
4. Included in the packet for Council review was the punch list for City Hall. MOTION 02R-10-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO DIRECT DAVE NEVIN TO WORK WITH HYTEC ON COMPLETING

THE PUNCH LIST BY APRIL 1, 2021. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

5. MOTION 02R-11-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO MAKE NO CHANGE TO CITY ENGINEERS WHICH IS CURRENTLY WIDSETH FOR ROAD PROJECTS AND BOLTON & MENK FOR SEWER PROJECTS. ROLL CALL VOTE WAS TAKEN AND MOTION FAILED 2-3 WITH NEVIN, HERZOG AND SEIBERT-VOLZ OPPOSED.

MOTION 02R-12-21 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPOINT BOLTON & MENK AS CITY ENGINEER. MOTION CARRIED 3-2 WITH ANDREWS AND SCHRUPP OPPOSED.

6. Included in the packet for Council review were applications from volunteers who wish to be appointed to various commissions. Dave Nevin stated that he would like to speak with Jeffrey Pfaff before he is appointed to the Public Safety Commission. Chip Lohmiller stated that Ted Strand should be on the Public Safety Commission.

MOTION 02R-13-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPOINT TIM BERG AS ALTERNATE TO PUBLIC WORKS COMMISSION. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Five applications for the Park and Recreation/Library Commission were received. Two seats are up for reappointment, one vacant seat needs to be filled and there are no alternate members currently. Dave Nevin stated that he wants to appoint younger people to the board who are more kid-friendly. Mr. Nevin suggested appointing Kera Porter, Heather Jones and Joel Knippel to the full-time positions. Mr. Nevin noted that Joe Albrecht lives in Breezy Point and stated that he does not think non-residents should have a vote on commissions. Mr. Nevin suggested changing the ordinance to only appoint residents to commissions. Dave Schrupp stated that residency is not a requirement for the Park and Recreation/Library Commission according to City Code and that Joe Albrecht and Ann Schrupp have been volunteers in the library for many years. John Andrews added that Joe and Ann bring a lot of experience to the commission. Marcia Seibert-Volz stated that she is fine with any of the appointments and would not be in favor of changing the ordinance. Aaron Herzog reported that when he was a member of the Planning and Zoning Commission, the council changed him from member to alternate. When the council needed him back as a member, he almost said no because of the way he was treated. Mr. Herzog stated that he was in favor of reappointing the commissioners whose terms are up. MOTION 02R-14-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO REAPPOINT JOE ALBRECHT AND ANN SCHRUPP TO THREE YEAR TERMS, TO APPOINT HEATHER JONES TO A THREE YEAR TERM AND TO APPOINT JOEL KNIPPEL AND KERA PORTER TO ALTERNATES ON THE PARK AND RECREATION/LIBRARY COMMISSION. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED 4-1 WITH NEVIN OPPOSED.

7. The Council agreed to schedule the first Public Safety Committee Meeting on Tuesday, February 16, 2021 at 2:00 P.M.
8. MOTION 02R-15-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO MAKE A \$250 DONATION TO THE EMILY FOOD SHELF. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
9. The Council reviewed a letter from the Crow Wing County Historical Society requesting a donation. Dave Nevin noted that Crosslake has its own Historical Society. MOTION 02R-16-21 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO NOT MAKE A DONATION TO CROW WING COUNTY HISTORICAL SOCIETY. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
10. MOTION 02R-17-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO CHANGE THE LANGUAGE ON THE COUNCIL AGENDAS REGARDING PUBLIC FORUM TO: "ACTION MAY OR MAY NOT BE TAKEN ON ANY ISSUES RAISED. IF COUNCIL REQUIRES MORE INFORMATION OR TIME FOR CONSIDERATION, THE ISSUES WILL BE PLACED ON THE AGENDA OF THE NEXT REGULAR COUNCIL MEETING. SPEAKER MUST STATE THEIR NAME AND ADDRESS. AT THE DISCRETION OF THE MAYOR, EACH SPEAKER IS GIVEN A THREE MINUTE TIME LIMIT." ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
11. MOTION 02R-18-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO HOLD A WORKSHOP ON THURSDAY, FEBRUARY 11, 2021 AT 9:00 A.M. TO DISCUSS DESIGNATION OF FUNDS AND REVIEW ASSIGNED FUNDS. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
12. Marcia Seibert Volz reported that the Council met in a special closed session on January 19, 2021 to perform an evaluation of the City Administrator Mike Lyonais. The areas addressed were reporting, fiscal management, supervision, leadership, council relations, intergovernmental relations, community relations and personal traits. Ms. Seibert-Volz stated that the majority of the Council members concluded that the performance of the City Administrator is unsatisfactory and needs improvement. The other Council members concluded that the City Administrator's performance meets or exceeds expectations. The Mayor provided a written evaluation. Mike Lyonais stated that he had asked Ms. Seibert-Volz to meet to discuss the evaluation and received no reply. Ms. Seibert-Volz stated that she will not go over the evaluation with Mr. Lyonais again. Mr. Lyonais stated that the Mayor did not participate in the evaluation and did not provide Mr. Lyonais written comments. Marcia Seibert-Volz stated that the Mayor submitted a written evaluation to her. Dave Schrupp stated that the evaluation summary likely violated the data practices act regarding personnel records and reviews.

13. Cindy Myogeto of the Chamber reported that WinterFest was a success despite the very cold temperatures. Businesses were busy and many participated in the SoupFest. Ms. Myogeto stated that the St. Patrick's Day parade has been cancelled due to Covid restrictions but that new activities and events are being planned. Ms. Myogeto provided an update on local business economy and the effects of Covid restrictions.
14. Dave Nevin stated that he wanted to discuss item F.3.a. at this time, rather than later. Mr. Nevin stated that he would like to table the 2021 road improvement projects until 2022 because there were a lot of surprises and negative comments from residents at the public hearings last week.

John Andrews stated that he heard positive comments on the four roads that were scheduled to be reclaimed and suggested that the overlay of Whitefish Ave be tabled. Mr. Andrews noted that interest rates are very good right now. Mr. Nevin replied that money should not be the motivation to move forward and that the City needs more time.

Public Works Commission Member Tom Swenson addressed the Council and stated that the City is already behind the eight ball in road improvements and noted that if the Council delays 2021 projects, there may be a much larger project in 2022 in order to stay on schedule. Dave Nevin replied that the assessments were a big issue and that the roads are not in bad enough shape that they can't wait a year.

City Engineer Dave Reese replied that the purpose of the public hearings is to get feedback from the residents on issues and problem areas that staff may not be aware of. Staff takes all that feedback and incorporates it into the design, which is the next step of the process. Dave Nevin stated that the assessment policy is not fair. Dave Schrupp stated that he agrees with Tom Swenson that the City needs to stay on track. John Andrews suggested that the City pay for the road improvements if the Mayor was uncomfortable with the assessment policy. Mr. Nevin stated that more roads should be overlaid rather than reclaimed.

The Council agreed to add this item to the agenda of the special meeting on Thursday so more discussion can take place.

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

1. MOTION 02R-19-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE ORDINANCE AMENDMENT NO. 369 CHANGING THE MAKEUP OF THE PERSONNEL COMMITTEE. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
2. MOTION 02R-20-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE INCREASE IN EXEMPT EMPLOYEE DEDUCTIONS TO HEALTH CARE SAVINGS PLAN FROM 3% TO 4%. Mike Lyonais noted that there is no cost to the City, however, council approval to change the percentage is required. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

3. The Council reviewed a resolution for a reimbursement bond for the purchase of the firetruck. Mike Lyonais noted that the bond language says “up to \$879,000” because the City has not received reimbursement from Oregon for mutual fire aid, which will be used to offset the cost of the firetruck. It is unknown when the City will be paid by Oregon. Once the firetruck is delivered, which could be at any time, the City will need to make payment. Marcia Seibert-Volz stated that the Council should wait until the City knows the Oregon reimbursement amount before approving the resolution. Mike Lyonais suggested that the Council not wait. Doreen Gallaway of 36080 Johnie Street asked Mr. Lyonais why the Council couldn’t wait to approve the resolution. Mr. Lyonais stated that if the truck is delivered and payment is required, the City will not be able to reimburse itself if the resolution is not approved. MOTION 02R-21-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 21-05 ESTABLISHING PROCEDURES RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED 4-1 WITH SEIBERT-VOLZ OPPOSED.
4. Mike Lyonais gave a brief update on the Greater Minnesota Transportation Alternatives Grant. City Engineer Dave Reese, County Engineer Tim Bray and Mike Lyonais met virtually with Region 5 and presented the grant application. Award of grant should be announced shortly.
5. Mike Lyonais gave a brief update on Local Option Sales Tax and stated that the City’s resolution has been submitted to State Legislature for approval. Mr. Lyonais will keep the Council posted on any developments.
6. Mike Lyonais reported that the auditors will be working on the 2020 Year End Audit the first week March 2021.

## **F. COMMISSION REPORTS**

### **1. ECONOMIC DEVELOPMENT AUTHORITY**

- a. MOTION 02R-22-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JOHN ANDREWS TO APPROVE RESOLUTION NO. 21-06 IN SUPPORT OF TELECOMMUTING OPPORTUNITIES AND TELECOMMUTER FORWARD CERTIFICATION. Patty Norgaard stated that Crosslake Communications will submit the resolution to MN DEED and support the City as needed. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

### **2. PUBLIC SAFETY**

- a. Chief Lee presented the renewal agreement between the City and Mission Township for law enforcement services for 2021 to 2024. Dave Nevin asked what the cost to the City was to service Mission Township. Marcia Seibert-Volz stated that she would like

to see the City's cost written down. The Council took no action and asked that Chief Lee present the requested information at the next meeting.

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

These items were tabled to February 11, 2021.

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

- a. MOTION 02R-23-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO APPROVE THE LUTHERAN SOCIAL SERVICES MEALS SITE USE AGREEMENT FOR 2021. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- b. MOTION 02R-24-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE SCHRUPP TO APPROVE THE TRADE-IN OF THE 2010 JOHN DEERE 3720 AND THE PURCHASE OF A KUBOTA L4060Hstc-le WITH A 72 INCH BUCKET AND A 74 INCH FRONT SNOWBLOWER IN THE AMOUNT OF \$35,000 USING ALLOCATED FUNDS IN THE PARK AND RECREATION CAPITAL BUDGET. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- c. MOTION 02R-25-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE KITCHIGAMI REGIONAL LIBRARY SYSTEM SERVICE CONTRACT FOR 2021. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

**G. PUBLIC FORUM** – Mark Wessels of 13336 East Shore Road addressed the Council regarding road maintenance and stated that the crack seal that the City has used to repair roads is bad. Mr. Wessels has seen the crack seal peel right off of the road. In regards to the assessment policy, Mr. Wessels stated that the policy used to be that once the road was built to City standards, the City would pay for maintenance and there would be no more assessments.

Doreen Gallaway of 36080 Johnnie Street stated that she did not think it should be required to state your address during public forum. Ms. Gallaway stated that it seemed that there was a lack of communication and that people were not working together. Ms. Gallaway added that the Mayor has been attacked since day one. Ms. Gallaway stated that the City needs to start working together and needs to be more transparent.

**H. CITY ATTORNEY REPORT** – None.

**I. NEW BUSINESS** – Marcia Seibert-Volz suggested that the City hold Special Meetings during the Public Works Commission meetings so that if there is a quorum of the Council in attendance, they can all speak. MOTION 02R-26-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO REQUIRE THAT ALL PUBLIC WORKS MEETINGS BE HELD JOINTLY WITH THE CITY COUNCIL. DEPENDING ON THE QUORUM OR LACK OF QUORUM OF COUNCIL THE MEETING STATUS



**BILLS FOR APPROVAL**  
February 8, 2021

VENDORS	DEPT		AMOUNT
Ace Hardware, screws	Park		17.99
Ace Hardware, peak	PW		13.77
Ace Hardware, hardware	Sewer		6.60
Ace Hardware, bolts	Park		6.40
Ace Hardware, wd-40, rags	Park		25.98
Ace Hardware, epoxy	Park		7.99
Ace Hardware, tape measure	PW		17.99
Ace Hardware, drill	PW		182.78
Ace Hardware, keys	Park		7.96
Ace Hardware, weather strip	Park		5.59
Ace Hardware, lock nuts	Park		6.99
Ace Hardware, funnel	Park		2.99
Ace Hardware, pliers, hardware	Park		33.57
Ace Hardware, gloves	Sewer		35.98
Ace Hardware, hardware	PW		28.02
Ace Hardware, tape, cable ties	Park		24.54
Ace Hardware, sanitizer wipes	Park		29.97
Ace Hardware, trash bags, cleaners, hardware	PW		41.75
Ace Hardware, connector	PW		6.59
Ace Hardware, totes	PW		56.89
Ace Hardware, tape	Park		4.99
Ace Hardware, batteries	Park		13.99
Ace Hardware, sledding hill supplies	Park		23.30
Ace Hardware, tape measure, bulbs, hardware	Park		91.94
Ace Hardware, ball mount adapter, battery	PW		21.49
Adspec Marketing, uniforms	Fire		817.68
American Door Works, door repair	PW		4,453.80
Applied Concepts, cables	Police		404.00
AW Research, water testing	Sewer		372.60
Big State Industrial Supply, sorbent pads, wipes	PW		831.40
Blue Cross Blue Shield, health insurance	ALL		32,703.50
Bolton & Menk, moonlite bay sewer extension	Sewer		3,757.00
Bolton & Menk, csah 66 water quality	PW		8,242.50
Brainerd Dispatch, summary budget data	Admin		153.00
Brainerd Hydraulics, parts	PW		5.40
Breen & Person, legal fees	ALL		7,708.15
BSN Sports, basketballs, net	Park		140.35
City of Crosslake, sewer utilities	ALL		312.00
Clean Team, february cleaning	ALL		4,381.25
Council #65, union dues	Gov't		346.20
Crosslake Communications, phone, fax, cable, internet	ALL		1,834.56
Crosslake Sheetmetal, service call	Sewer		137.50
Crow Wing County Attorney Office, 2021 prosecution costs	Police		6,000.00
Crow Wing County Highway Dept, fuel and salt/sand	ALL		7,045.31
Crow Wing County Recorder, filing fees	PZ		66.00

Crow Wing Power, electric utilities	ALL	pd 1-19	11,194.10
CTC, web hosting	Gov't		10.00
Culligan, water and cooler rental	ALL		68.70
DeLage Landen Financial Services, copier lease	Park		117.00
Delta Dental, dental insurance	ALL		1,695.60
East Side Oil, oil filter recycling	Gov't		50.00
Elevate Learning, safety program	Gov't		450.00
Fastenal, shop towels	PW		54.46
Fire Instruction and Rescue, instructor I class	Fire		800.00
Fire Instruction and Rescue, instructor I class	Fire		400.00
Fire Instruction and Rescue, aerial operations	Fire	pd 1-25	650.00
Fire Instruction and Rescue, emr quarterly refresher	Fire		600.00
Fortis, disability insurance	ALL		843.11
Forum Communications, ordinance 368	Gov't		24.60
Forum Communications, road improvement public hearings	PW		381.30
Fyles Satellites, portable restrooms	Fire		298.44
Galls, uniform	Police		41.38
Galls, uniform	Police		145.07
Granite Electronics, antenna kit, cables	Police		190.24
Granite Electronics, antenna adapter, mirror mount	Police		84.19
Great Northern Environmental, trough gasket assembly	Sewer		365.00
Guardian Pest Solutions, pest control	ALL		77.60
Hathaway Construction, accident repairs	Police	pd 1-28	2,500.00
Herculift, annual inspection	PW		153.36
Holden Electric, replace ballasts	Park		418.90
In Control, service communication issue	Sewer		324.00
Jefferson Fire & Safety, safety equipment	Fire		949.76
Jefferson Fire & Safety, ice rescue suit	Fire		1,190.00
Johnson, Killen & Seiler, personnel matters	Gov't		64.50
Jon Kolstad, uniform reimbursement	PZ	pd 1-25	179.73
Lakes Gas Company, bulk lp	Park		511.44
Lakes Printing, business cards	Park		58.90
Mastercard, Amazon, roomba parts	Library	pd 1-25	18.99
Mastercard, Amazon, tissues, hanging strips, coffee cleaner	Gov't		73.12
Mastercard, Amazon, fire hose	Park		127.26
Mastercard, Amazon, remove door opener	Park		29.90
Mastercard, Amazon, garage door openers	Park		125.45
Mastercard, Amazon, door counter	Park		209.00
Mastercard, Amazon, seat covers	PW		25.99
Mastercard, Amazon, garage door remote openers	Park		230.40
Mastercard, Amazon, shank	PW		58.44
Mastercard, Amazon, bushing	PW		1.58
Mastercard, Axon, power magazine	Police		142.12
Mastercard, Bartley, entrance mats	Park		590.00
Mastercard, Microsoft, monthly premium	Police		75.16
Mastercard, Microsoft, monthly premium	Police	pd 1-25	80.32
Mastercard, Office Max, ink cartridges	Police	pd 1-25	219.09
Mastercard, Office Max, printer stand	Police		66.41
Mastercard, Office Max, printer	Police	pd 1-25	465.55
Mastercard, Office Max, office supplies	Park		95.52
Mastercard, Office Max, ink cartridges	PW		144.52

Mastercard, Post Office, postage	Police		11.45
Mastercard, Post Office, postage	Park		8.70
Mastercard, Tractor Supply Company, uniform	Park		164.99
Mastercard, Unity Manufacturing, handle and housing assembly	Police		73.35
Mastercard, UPS Store, postage	Police		40.74
Mastercard, Vevor, salt sand spreader	Park		57.99
Mastercard, Vintage Technologies, power converter	Police	pd 1-25	179.87
Mastercad, Zoom, monthly fee	Gov't		29.03
MCSI, copier contract	Park		40.00
Med Compass, physicals	Fire		3,446.00
Menards, flashlight, knife pack, tape measures	PW/PZ		117.76
Menards, extension chain for garage door opener	Park		29.99
Menards, garage door openers	Park		277.63
Menards, terry towels, pintle mounting plate and ball	PW		134.95
Menards, weather station, salt	PW		244.89
Metro Sales, copier lease	Police		50.50
Midwest Machinery, belt	Park		114.72
Mike Lyonais, reimburse petty cash	ALL		53.55
Mills Motors, mack repairs	PW		7,374.06
MMUA, 2021 water utility member dues	Sewer		332.00
MN Life, life insurance	ALL		303.40
MN NCPERS, life insurance	Gov't		112.00
Napa, fuse holder, snap ring kit	Park		21.30
Napa, batt-acc/primary wire	Park		17.33
Napa, wire set	PW		19.32
Napa, primary wire	PW		13.04
Napa, battery warranty pro rated	Police		52.76
North Memorial Ambulance, january subsidy	Ambulance		1,100.00
Northland Press, ordinance 368	Gov't		55.25
Northland Press, summary budget statement	Gov't		93.50
Power Lodge, track steering limiter set	Park		124.95
Premier Auto, oil change	Police		62.15
Premier Auto, batteries	PW		521.48
Premier Auto, oil change	Police		30.97
Premier Auto, towing	Police		125.00
Quadient, postage meter refill	ALL		50.14
Radco, boards, step bars	PW		520.95
Radco, floor liners	PW		101.99
Riteway, 1099's	Admin		93.00
Seachange, receipt books	Admin		135.25
Seth Wannebo, uniform reimbursement	PW		79.99
Shannons Auto Body, install graphics	Police		415.00
Squad Pro, install radio	PW		286.25
Streichers, ammo	Police		986.55
Teamsters, union dues	Police	pd 2-1	299.00
The Office Shop, label holders	Admin		4.92
The Office Shop, labels	Admin		48.28
Thelen Heating, furnace	Park		4,208.00
TJ Graumann, mileage reimbursement	Park		39.20
US Auto Force, tires	Police		612.00
US Bank, copier lease	ALL		165.00

USA Bluebook, adapter	Sewer		34.30
Uline, flammable storage cabinet	Fire		848.83
Volunteer FF Benefit Assn, dues	Fire		230.00
WW Goetsch, overhaul pumps	Sewer		5,677.29
Waste Partners, trash removal	ALL		322.53
Watch Guard, body cameras	Police		10,116.00
Water Front Services, pipe castings	Sewer		67.00
Widseth, 2021 street improvements	PW		5,582.35
Widseth, general engineering	PW		350.00
WW Goetsch, impeller repair	Sewer		2,556.00
Xcel Energy, gas utilities	ALL		2,165.39
<b>TOTAL</b>			<b>159,528.28</b>

**ADDITIONAL BILLS FOR APPROVAL**  
**February 8, 2021**

VENDORS	DEPT		AMOUNT
66 Marine, salt spreader cover	Park		125.00
AT&T, cell phone and ipad service	ALL		931.57
AW Research, water testing	Sewer		124.20
Batteries Plus, batteries	Fire		148.32
Bolton & Menk, moonlite bay sewer extension	Sewer		180.00
Bolton & Menk, csah 66 water quality	PW		348.00
Century College, solar power safety	Fire		695.00
CTC I.T., jnauary 2021 i.t. labor	ALL		900.00
Crow Wing County, wetland conservation act administrative fee	PZ		1,000.00
Fire Safety USA, face masks	Fire		935.00
Galls, uniform	Police		412.91
Hawkins, chemicals	Sewer		1,010.25
Lakes Printing, letterhead	Gov't		129.85
Lakes Printing, envelopes	Gov't		172.45
Mastercard, Amazon, welding helmet	Park		103.99
Mastercard, Amazon, cleaners	Gov't		29.31
Mastercard, Amazon, fuel meter	Park		94.98
Northland Press, road improvement hearings	PW		629.00
Premier Auto, battery	Police		52.76
Premier Auto, mount and balance tires	Police		80.00
Premier Auto, oil change	Police		65.36
Sioux Valley Environmental, reagent kit	Sewer		165.00
<b>TOTAL</b>			<b>8,332.95</b>

CITY OF CROSSLAKE  
RESOLUTION NO. 21-04

RESOLUTION VACATING PROPERTY

WHEREAS, due and proper published and posted and mailed notice of public hearing has been given by the City as required by law; and

WHEREAS, after a public hearing held on this date, the City Council finds that it is in the public interest to vacate the property as hereinafter described.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the City of Crosslake, Minnesota, as follows:

That certain property described as follows is hereby vacated:


That portion of Oak Street lying northerly of the north line of Pine Avenue, as extended easterly, all as depicted and described on the Plat of Bower's Point.

Adopted by the council this 8<sup>th</sup> day of February 2021.

CITY OF CROSSLAKE, MINNESOTA

  
\_\_\_\_\_  
David Nevin, Mayor

ATTEST:

  
\_\_\_\_\_  
Charlene Nelson, City Clerk

**RESOLUTION NO. 21-05  
CITY OF CROSSLAKE**

**RESOLUTION ESTABLISHING PROCEDURES  
RELATING TO COMPLIANCE WITH REIMBURSEMENT BOND  
REGULATIONS UNDER THE INTERNAL REVENUE CODE**

BE IT RESOLVED by the City Council (the "Council") of the City of Crosslake, Minnesota (the "City"), as follows:

1. Recitals.

- (a) The Internal Revenue Service has issued final Treasury Regulations Section 1.103-18 (the "Regulations") dealing with reimbursement bond proceeds, which would include those proceeds of the City's bonds to be used to reimburse the City for any project expenditure paid by the City prior to the time of the issuance of those bonds.
- (b) The Regulations generally require that the City make a prior declaration of its official intent to reimburse itself for such prior expenditures out of the proceeds of subsequent borrowings, that such declaration generally be made on or before the date the expenditure is actually paid, that the bonding occur and the reimbursement allocation be made from the proceeds of such bonds within one year of the payment of the expenditure (or not later than one year after the project is placed in service, if that is a longer period), and that the expenditure be a capital expenditure.
- (c) The City desires to comply with the Regulations and to establish certain procedures relating thereto.
- (d) The City's bond counsel has advised the City that the Regulations do not apply, and hence the provisions of this Resolution are intended to have no application, to payments of City project costs first made by the City out of the proceeds of bonds issued prior to the date of such payments.

2. Official Intent Declaration. The Regulations, in the situations in which they apply, require the City to have made an official declaration of its reasonable intention (hereinafter referred to as the "Official Intent Declaration" or the "Declaration") to reimburse itself for previously paid project expenditures out of the proceeds of subsequent bonds or other borrowings. The Council hereby authorizes the City Clerk to make the City's Official Intent Declarations or to delegate from time to time that responsibility to other appropriate City employees. Each Declaration shall comply with the requirements of the Regulations, including without limitation the following:

- (a) Each Declaration shall be made on or before the date the City pays the applicable project cost and shall state that the City reasonably intends and expects to reimburse itself for the expenditure with proceeds of a borrowing. Each Declaration may be made substantially in the form of the "Declaration of Official Intent" which is attached to and made a part of this Resolution.
- (b) Each Declaration shall specifically contain the following statement: "This Declaration is a declaration of official intent under Treasury Regulations Section 1.103-18.11
- (c) Each Declaration shall and is hereby declared to be made and filed in the publicly available official books, records, or proceedings of the City, which shall be reasonably available for public inspection at City Hall during normal business hours of the City on every business day during the period beginning on the earlier of 10 days after the making of the Declaration or the date of issuance of the reimbursement bonds and ending on the day after the issuance of such bonds.



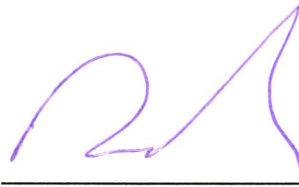
- (d) Each Declaration shall, at a minimum, contain a general functional description of the property, project, or program for which the expenditure to be reimbursed is paid or, in the alternative, shall identify the particular fund or account of the City from which the expenditure to be reimbursed is paid, including a description of the general functional purpose of that fund or account.
- (e) Each Declaration shall also contain a statement of the maximum principal amount of debt expected to be issued for the subject project.
- (f) Care shall be taken so that the City, or its authorized representatives under this Resolution, not make Declarations in cases where the City does not reasonably expect that it will ultimately issue reimbursement bonds to provide long-term financing for the subject project costs, and the City officials are hereby authorized to consult with bond counsel to the city concerning the requirements of the Regulations in general and their application in particular circumstances. It is the Council's intention that Declarations not be made (i) when available funds of the City have been or are reasonably expected to be dedicated or otherwise reserved to fund on a long-term basis the particular expenditures involved or (ii) when it is not reasonably expected that reimbursement bonding will occur.
- (g) The Council shall be advised from time to time on the desirability and timing of the issuance of reimbursement bonds relating to project expenditures for which the City has made Official Intent Declarations, including recommendations on the timing of the issuance of such bonds so that the "reimbursement allocation" described in the Regulations and in paragraph 3 below can be made within the 1 year time limits prescribed in the Regulations.
- (h) This Resolution shall supplement and amend all prior determinations and policies adopted by the City in regard to complying with the Regulations, as initially proposed, and in the event of any inconsistency between the terms provided in this Resolution and said prior determinations or policies, the provisions of this Resolution shall govern.

3. Reimbursement Allocations. The designated City officials shall also be responsible for making the "reimbursement allocations" described in the Regulations, being generally the transfer of the appropriate amount of reimbursement bond proceeds to reimburse the source of temporary financing used by the City to make payment of the prior expenditure. Each allocation shall be evidenced by an entry on the official books or records of the City maintained for such reimbursement bonds; shall specifically identify the actual prior expenditure being reimbursed or, in the case of the reimbursement of a particular fund or account, the fund or account from which the expenditure was paid; and shall be effective to relieve the bond proceeds involved from any restriction under the bond resolution or other relevant legal documents for those bonds and under any applicable state statute applicable to unspent proceeds of such bond issue.

Adopted this 8<sup>TH</sup> day of February 2021, by the Crosslake City Council.



Michael R. Lyonais, City Administrator



Dave Nevin, Mayor



### Declaration of Official Intent

The undersigned, being the duly appointed and acting City Clerk of the City of Crosslake, Minnesota (the "City"), pursuant to and for purposes of compliance with Treasury Regulations Section 1.103-18 (the "Regulations") under the Internal Revenue Code of 1986, as amended, hereby states and certifies as follows:

1. The undersigned has been and is on the date hereof duly authorized by the governing body of the City, the City Council, to make and execute this Declaration of Official Intent (the "Declaration") for and on behalf of the City. This Declaration is a declaration of official intent under Treasury Regulations Section 1.103-18.
- 2A. The property, project, or program to which this Declaration relates is generally and functionally described as follows:

**Fire Truck:  
eMAX ARIEL BODY  
E-ONE TYPHOON 6X 4CHASSIS  
HP78 AERIAL LADDER**

- 2B. The specific fund or account of the City from which the expenditure to be reimbursed will be paid, and the general functional purpose of that fund or account, are as follows:

**General Fund \$ 879,000**

3. The maximum principal amount of the debt expected to be issued by the City for the purpose of reimbursing the expenditures to which this Declaration relates (the "Expenditures") is on the date hereof reasonably estimated to be **\$879,000**. Each of the Expenditures is (or would be with a proper election) a capital expenditure under federal tax law principles, as described in the Regulations.
4. The City intends and reasonably expects to reimburse itself for the payment of the Expenditures out of the proceeds of a borrowing (the "Bonds") to be made by the City after the date of payment of the Expenditures.
5. As of the date hereof, there are no sources of City funds which have been or are reasonably expected to be allocated or available on a long-term basis, reserved, or otherwise set aside to provide permanent financing for the Expenditures, other than pursuant to the subsequent issuance of the Bonds. On the basis on the foregoing, the statements and certifications contained in this Declaration are believed to be reasonable and accurate, and this Declaration is believed to be consistent with the City's budgetary and financial circumstances as they exist or are reasonably foreseeable on the date hereof, all within the meaning and content of the Regulations.
6. This Declaration is and shall remain a part of the publicly available official books, records, or proceedings of the City and shall be continuously available for inspection by the general public at City Hall during regular City hours for a period ending not earlier than the day after the issuance of the Bonds.

IN WITNESS WHEREOF, the undersigned has executed this Declaration and placed it on file in the official City records this 8<sup>th</sup> day of February, 2021



City Clerk  
City of Crosslake, Minnesota

### CERTIFICATION

The undersigned, being the duly qualified and acting City Clerk of the City of Crosslake, Minnesota, hereby certifies the following:

The foregoing is a true and correct copy of a Resolution on file and of official, publicly available record in the offices of the City, which Resolution relates to procedures of the City for compliance with certain IRS Regulations on reimbursement bonds. Said Resolution was duly adopted by the governing body of the City (the "Council") at a regular or special meeting of the Council held on February 8, 2021. Said meeting was duly called, regularly held, open to the public, and held at the place at which meetings of the Council are regularly held. Councilmember John Andrews moved the adoption of the Resolution, which motion was seconded by Councilmember Aaron Herzog. A vote being taken on the motion, the following members of the Council voted in favor of the motion to adopt the Resolution: Dave Nevin, John Andrews, Dave Schrupp and Aaron Herzog

and the following voted against the same: Marcia Seibert-Volz

Whereupon said Resolution was declared duly passed and adopted. The Resolution is in full force and effect and no action has been taken by the Council which would in any way alter or amend the Resolution.

WITNESS MY HAND officially as the City Clerk of the City of Crosslake, Minnesota, this 8th day of February 2021.



City Clerk  
City of Crosslake, Minnesota

**CITY OF CROSSLAKE  
RESOLUTION NO. 21-06**

**RESOLUTION  
IN SUPPORT OF TELECOMMUTING OPPORTUNITIES  
AND  
TELECOMMUTER FORWARD CERTIFICATION**

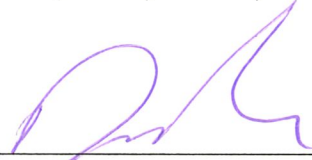
WHEREAS, the City of Crosslake supports and commits to promote the availability of telecommuting options;


WHEREAS, the City of Crosslake hereby appoints Michael R. Lyonais as the single point of contact for coordinating telecommuting opportunities within the City of Crosslake including the following responsibilities:

1. Coordination and partnership with broadband providers, realtors, economic development professionals, employers, employees, and other telecommuting stakeholders.
2. Collaboration with broadband providers and employers to identify, develop, and market telecommuter-capable broadband packages.
3. Communication and partnership with broadband providers and economic development professionals to develop common goals.
4. Promotion of telecommuter-friendly workspaces, such as business incubators with telecommuting spaces, if such a workspace has been established in the political subdivision at the time the political subdivision adopts the resolution.
5. Familiarity with broadband mapping tools and other state-level resources.
6. Maintaining regular communication with the state broadband office.
7. Making regular reports to the Crosslake City Council.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the Crosslake City Council to support telecommuting opportunities for the City of Crosslake in its application for Telecommuter Forward! Community certification.

Adoption by the City Council of the City of Crosslake this 8<sup>th</sup> day February, 2021.

  
\_\_\_\_\_  
David Nevin, Mayor

  
\_\_\_\_\_  
Michael R. Lyonais, City Administrator



WILL BE RECORDED IN MINUTES WHETHER THE MEETING IS JUST PUBLIC WORKS OR PUBLIC WORKS AND SPECIAL COUNCIL MEETING. THE COUNCIL WILL NOT BE ACCOUNTABLE FOR BEING ABSENT. THIS WILL ALLOW THE COUNCIL TO PARTICIPATE IN DISCUSSIONS WHETHER THERE IS A QUORUM OR LACK OF QUORUM. STATUS OS SPECIAL MEETING WOULD BE RECORDED BY THE CITY CLERK AT EACH MEETING ALONG WITH TAKING MINUTES AT THE MEETINGS. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

**J. OLD BUSINESS** – None.

**K. ADJOURN** –

MOTION 02R-27-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO CLOSE THE MEETING AT 9:30 P.M. IN ORDER TO VIEW THE RESPECTFUL WORKPLACE COMPLAINT. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED 4-1 WITH SCHRUPP OPPOSED. City Attorney Brad Person stated that the time for the Council to view the complaint was at the last meeting before the Council decided to spend City funds on an investigation. The Council cannot see the complaint now until the investigation is complete.

MOTION 02R-28-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO ADJOURN THE MEETING AT 9:35 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson  
City Clerk