

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

The Crosslake City Council held the Regular Council Meeting on Monday, March 8, 2021 in City Hall. The following Council Members were present: Mayor Dave Nevin, Aaron Herzog, and Marcia Seibert-Volz. Dave Schrupp and John Andrews were present viz Zoom. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Zoning Administrator Jon Kolstad, Public Works Director Ted Strand, Police Chief Erik Lee, Fire Chief Chip Lohmiller, City Engineer Phil Martin, and City Attorney Brad Person. Northland Press Reporter Paul Boblett and Echo Journal Reporter Nancy Vogt attended via Zoom. There were approximately sixteen 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 03R-01-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE ADDITIONS TO THE AGENDA. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

B. PUBLIC FORUM – Lorna Chambers of 35281 Maple Lane addressed the Council to thank the firefighters for helping her when she slipped and fell inside the dog park. Her leg was broken in two places. Ms. Chambers has ten steps going into her house and the firefighters helped her when needed to get up and down the stairs when she needed to go to doctor's appointments.

Cindy Myogeto of the Chamber of Commerce gave a brief update on the events for St. Patrick's Day. Although there will not be a parade, many events are planned and Ms. Myogeto asked that the bike path be cleared of snow and ice so that people can walk through town.

Mark Lindner of 16543 Pine Lure Drive thanked the Mayor for everything he has done for the City. Mr. Lindner stated that he checked into accusations against the Mayor by staff and found that no threats were made.

C. CONSENT CALENDAR – MOTION 03R-02-21 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Special Council Meeting Minutes of January 19, 2021
 - a. Updated Special Council Meeting Minutes of January 19, 2021
2. Wild Wind Ranch Drive Public Hearing Minutes of February 2, 2021
3. Rushmoor Blvd/Rushmoor Trl Public Hearing Minutes of February 2, 2021
4. Harbor Lane Public Hearing Minutes of February 3, 2021
5. Birch Narrows Public Hearing Minutes of February 3, 2021
6. Whitefish Ave, Hilltop Dr, Woodland Dr, and Cool Haven Lane Public Hearing Minutes of February 4, 2021
7. Special Council Meeting Minutes of February 8, 2021

8. Regular Council Meeting Minutes of February 8, 2021
9. Special Council Meeting Minutes of February 11, 2021
10. Preliminary Draft Month End Revenue Report dated January 2021
11. Preliminary Draft Month End Expenditures Report dated February 2021
12. Preliminary Draft Balance Sheet dated February 2021
13. Fire Hall Remodel Costs dated 2/28/2021
14. Police Report for Crosslake – February 2021
15. Police Report for Mission Township – February 2021
16. Fire Department Report – February 2021
17. North Ambulance Run Report – February 2021
18. Planning and Zoning Monthly Statistics
19. Planning and Zoning Commission Meeting Minutes of December 18, 2020
20. Park and Recreation Monthly Report – February 2021
21. Park and Recreation/Library Commission Meeting Minutes of January 27, 2021
22. Public Works Commission Meeting Minutes of January 4, 2021
23. Public Works Commission Meeting Minutes of February 1, 2021
24. Letter dated February 17, 2021 from Crow Wing Power Re: Vegetation Management Project
25. Waste Partners Recycling Reports for January 2021
26. Group Transient Merchant Permit Application for Crosslake Ideal Lions
27. Bills for Approval in the Amount of \$65,389.99
28. Additional Bills for Approval in the Amount of \$13,409.32

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

D. CRITICAL ISSUES

- a. Jon Mobeck of the National Loon Center introduced himself as the first Executive Director. Mr. Mobeck has served as Executive Director of the Jackson Hole Wildlife Foundation and of The Murie Center in Grand Teton National Park. Mr. Mobeck gave a brief update on fundraising and reported that there will be loon exhibits in an office in town square this summer to bring awareness to the public about the project. Carla White stated that the Board of Directors is very thankful that Mr. Mobeck is here to help.

E. MAYOR'S REPORT

1. MOTION 03R-03-21 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE RESOLUTION NO. 21-08 ACCEPTING DONATION FROM DAN MILLER AT A VALUE OF \$2,500 FOR RENTAL OF BUILDING FOR FIRE EQUIPMENT FROM FEBRUARY 1-FEBRUARY 15, 2021. 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.
 - a. MOTION 03R-04-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE THE PURCHASE OF A GARAGE DEHUMIDIFICATION EXHAUST SYSTEM FOR THE FIREHALL AT AN ESTIMATED COST OF \$14,258.00. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

- b. MOTION 03R-05-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE PURCHASE OF A WATER SOFTENER SYSTEM FOR THE FIREHALL AT AN ESTIMATED COST OF \$4,908.84. Ted Strand stated that he would like to use the old system at the wastewater treatment plant. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Chip Lohmiller reported that he is obtaining quotes for an AV System for the firehall and would like the Council to approve the purchase at the next meeting.

- c. MOTION 03R-06-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE PAY APPLICATION #7 FROM HYTEC CONSTRUCTION FOR THE FIREHALL PROJECT IN THE AMOUNT OF \$250,589.68. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
3. At its meeting of February 2, 2021, the Council tabled action on the proposal from Hytec for an additional sign for City Hall. Dave Schrupp stated that there is no money in the budget for this and that he thinks the Council should have Hytec just put up the existing sign for now as in the contract at no cost. John Andrews stated that he thinks people are able to find City Hall and does not think more signs are needed. Aaron Herzog agreed that the old sign could be installed now and that money for the other side could be added to next year's budget. Marcia Seibert-Volz stated that the sign will probably cost more if they wait until next year. MOTION 03R-07-21 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE ADDITIONAL MONUMENT SIGN AT A COST OF \$7,694.00. ROLL CALL VOTE WAS TAKEN AND MOTION FAILED 2-3 WITH HERZOG, SCHRUPP AND ANDREWS OPPOSED.
4. MOTION 03R-08-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE SCHRUPP TO CHANGE THE CITY'S FUND BALANCE POLICY TO STATE: THE CITY COUNCIL HAS THE AUTHORITY TO ASSIGN AND REMOVE ASSIGNMENTS OF FUND BALANCE AMOUNTS FOR SPECIFIED PURPOSES. THE CITY ADMINISTRATOR AND CITY CLERK/TREASURER WILL MAKE RECOMMENDATIONS FOR COUNCIL TO CONSIDER FOR ASSIGNMENTS. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
5. MOTION 03R-09-21 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO APPOINT ROBERT HEALES, JEFFREY PFAFF, AND KEVIN SEDIVY TO THE PUBLIC SAFETY COMMISSION. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
6. Included in the packet for information were the minutes of the Crosslakers Meeting of March 1, 2021. Dave Nevin had asked that the Crosslakers provide monthly updates on their projects.

7. Included in the packet for information was the punch list for City Hall/Police Department. There are only a few items left to complete.
8. MOTION 03R-10-21 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO RELEASE \$30,000 OF THE \$41,064.35 IN RETAINAGE TO HYTEC CONSTRUCTION FOR THE CITY HALL/POLICE DEPARTMENT PROJECT. Dave Schrupp suggested getting a commitment date from Hytec on when the punch list will be completed. Attorney Person stated that there is a one-year warranty for the contractor to correct defective work. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

F. CITY ADMINISTRATOR'S REPORT

1. Included in the packet for Council review was a quote for microphones in the Council Chambers. The City has received complaints that it is difficult to hear some members on the video recordings and on Zoom. Marcia Seibert-Volz stated that the Council should include the cost in the 2022 Budget. Aaron Herzog asked how the microphones would be paid for this year. Mike Lyonais stated that the Council would have to make a budget amendment or take from the reserves. Mr. Lyonais stated that he would bring a proposal to the next Council meeting.
2. MOTION 03R-11-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE AGREEMENT FOR BOARD OF WATER AND SOIL RESOURCES (BWSR) CLEAN WATER FUND COORDINATED MILL OVERLAY, SEWER EXPANSION, AND 5 CROSSLAKE RUNOFF RETROFITS PROJECT. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
3. MOTION 03R-12-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE MEMORANDUM OF UNDERSTANDING AMENDMENT 2 FOR AN ADDITIONAL \$10,000 TO THE CITY OF CROSSLAKE FOR THE CONSTRUCTION OF THE ISLAND LOON STORMWATER PROJECT FOR PURCHASE OF THE LAND, LEGAL, AND CONTRACTOR EXPENSES. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
4. MOTION 03R-13-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 21-09 PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF \$865,000 GENERAL OBLIGATION EQUIPMENT CERTIFICATE, SERIES 2021A FOR A 7-YEAR TERM BOND WITH 0.6038% INTEREST RATE. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
5. Mike Lyonais reported that lodging establishments in Crosslake are required to submit 0.50% lodging tax to Whitefish Area Lodging Association for the marketing of tourism in the area. There is a business in Crosslake that has not submitted this tax for several years. Ideal Township, which performs the duties of Tax Administrator, has reached out to the

business for collections to no avail. It was the consensus of the Council to direct the City Attorney to send a letter to the business in order to collect payment.

6. Mike Lyonais reported that the House Property Taxes Committee will hold a hearing via Zoom on Thursday, March 11, 2021 at 1:00 P.M. to hear testimony for the proposed Crosslake Sales and Use Tax. Crosslake will be allowed 4 minutes to testify on the bill. Mr. Lyonais offered to speak on behalf of the City to explain the regional benefit of the sewer expansion. It was the consensus of the Council to direct Mike Lyonais to speak at the sales tax hearing.

G. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. Fire Chief Chip Lohmiller presented the renewal of Fire Service Contracts for Fairfield Township and City of Manhattan Beach. Cost is based on 3.5% of the municipalities tax capacity. Mr. Lohmiller noted that the contract includes emergency response calls. MOTION 03R-14-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE RENEWAL OF FIRE SERVICE CONTRACTS WITH FAIRFIELD TOWNSHIP AND CITY OF MANHATTAN BEACH AS PRESENTED. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- b. MOTION 03R-15-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO DECLARE THE 2016 POLICE FORD SUV AS SURPLUS AND APPROVE THE SALE OF THE VEHICLE. Dave Nevin asked how much the City receives on used equipment. Chief Lee replied that the last SUV sold for \$8,000. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- c. MOTION 03R-16-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE PURCHASE OF TWO OFFICE COMPUTERS FOR THE POLICE DEPARTMENT AT A COST OF \$2,981.03. Chief Lee stated that the old computers would be used in the spare rooms of the office. Dave Schrupp asked if the computers were in the budget and Chief Lee confirmed that they were. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- d. Chief Lee presented the Mission Township Police Contract that was tabled at the last council meeting. City Administrator Lyonais and Chief Lee determined the cost to the City to have staff serve Mission Township for 24 hours per week, including benefits, mileage and fuel was approximately \$62,870. Mike Lyonais noted that the City will have those same costs whether the officer is in Crosslake or in Mission Township. Dave Schrupp suggested approving the contract as presented. Dave Nevin stated that it was unfair to not include the benefits in the calculation and that Mission Township is getting a good deal. Mr. Nevin stated that the contract should increase 3% each year. Marcia Seibert-Volz stated that the benefits should be included in the calculation and that Crosslake taxpayers shouldn't pay for coverage of Mission

Township. MOTION 03R-17-21 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO CHANGE THE TERMS OF THE 2021-2022 LAW ENFORCEMENT CONTRACT AND JOINT POWERS AGREEMENT WITH MISSION TOWNSHIP TO A ONE-YEAR TERM AT \$62,870. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED 4-1 WITH SCHRUPP OPPOSED.

2. PUBLIC WORKS/SEWER/CEMETERY

- a. MOTION 03R-18-21 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO APPROVE THE AGREEMENT WITH WIDSETH FOR PROFESSIONAL SERVICES FOR REIMBURSEMENT OF DIRECT LABOR, EXPENSES, MATERIALS ASSOCIATED WITH REQUESTS FOR INFORMATION, DATA, DIGITAL FILES AND DOCUMENTS. Dave Nevin questioned the need to pay for information that belongs to the City. City Engineer Phil Martin replied that Widseth will have costs associated with assembling the requested information and that they should be paid for that. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- b. The Council reviewed an email dated March 1, 2021 from Crow Wing County Highway Department regarding a request from Stuart Swenson of Sundance Villas to have a speed study done along CSAH 66. The last speed study was done about 25 years ago. The County appreciates having the local agency make such requests so they know what is occurring and are in favor of a potential change. Marcia Seibert-Volz asked what the cost to the City will be. Ted Strand replied that he is not sure if there is a cost. MOTION 03R-19-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO REQUEST THE COUNTY TO DO A SPEED STUDY ALONG CSAH 66 AS LONG AS THERE IS NO COST TO THE CITY. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.
- c. Ted Strand asked if the Council was in favor of having staff clear the paths of snow for the upcoming St. Patrick's Day weekend. Dave Nevin stated that only the main drag should be cleared. Dave Schrupp stated that snow was in the forecast this week. MOTION 03R-20-21 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO DIRECT STAFF TO CLEAR THE BIKE PATH ALONG CSAH 66 OF SNOW. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

3. PARK, RECREATION, AND LIBRARY

- a. TJ Graumann reported that the camera system at the Community Center is failing and that new cameras were included in the 2021 budget. MOTION 03R-21-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE THE PURCHASE OF TWO DVR'S, SIX INDOOR CAMERAS, RECORDER AND COMPRESSOR FROM MIDWEST SECURITY AT A COST OF \$11,513.75. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

H. PUBLIC FORUM – Cindy Myogeto stated that the Crosslakers Connectivity Group plans to install way finder signs throughout the City and could add one at the corner of CSAH 66 and Daggett Bay Road directing people to City Hall.

I. NEW BUSINESS – None.

J. OLD BUSINESS – Marcia Seibert-Volz stated that the minutes of the last meeting stated that Ms. Seibert-Volz likely violated the Data Practices Act by the summary she gave of the City Administrator's performance evaluation. Ms. Seibert-Volz wants it known that she did not violate Data Practices. The City's labor attorney said the summary was ok. The labor attorney reviewed that tape of the meeting and said it was ok. Ms. Seibert-Volz wants it recorded in these minutes that there was no violation. MOTION 03R-22-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO LET THE PUBLIC KNOW THAT PER THE CROSSLAKE CITY LABOR ATTORNEY, NO DATA PRACTICES ACT VIOLATION OCCURRED AT THE MEETING OF FEBRUARY 8, 2021 RELATED TO THE SUMMARY OF THE PERFORMANCE EVALUATION OF THE CITY ADMINISTRATOR. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

K. CITY ATTORNEY REPORT – MOTION 03R-23-21 WAS MADE BY DAVE NEVIN AND SECONDED BY AARON HERZOG TO CLOSE THE MEETING AT 8:48 P.M. TO DISCUSS A POSSIBLE SETTLEMENT ON LAND ACQUISITION. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

The Council resumed the Regular Meeting at 8:50 P.M. MOTION 03R-24-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE SCHRUPP TO ACCEPT THE SETTLEMENT OFFER OF \$24,500 WITH MANHATTAN BEACH LODGE FOR LAND ACQUISITION FOR THE ISLAND LOON STORMWATER PROJECT. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

L. ADJOURN – MOTION 03R-25-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO ADJOURN THE MEETING AT 8:51 P.M. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
City Clerk

BILLS FOR APPROVAL
March 8, 2021

| VENDORS | DEPT | | AMOUNT |
|--|--------|--|-----------|
| Ace Hardware, clamps | Park | | 6.74 |
| Ace Hardware, cord clip | Park | | 4.49 |
| Ace Hardware, lamp | Park | | 9.99 |
| Ace Hardware, battery maintainer | PW | | 23.99 |
| Ace Hardware, batteries | Police | | 5.98 |
| Ace Hardware, reflective numbers | Park | | 7.96 |
| Ace Hardware, impact driver kit | PW | | 186.98 |
| Ace Hardware, cleaners | PW | | 31.14 |
| Ace Hardware, bearings | Park | | 10.00 |
| Ace Hardware, cleaners | Fire | | 46.52 |
| Ace Hardware, propane, lighter | PW | | 25.98 |
| Ace Hardware, supplies for fuel meter | Park | | 14.95 |
| Ace Hardware, hardware | Park | | 35.65 |
| Ace Hardware, materials for shelving | Park | | 9.98 |
| Ace Hardware, propane | Park | | 16.99 |
| Ace Hardware, bolts | Park | | 1.10 |
| Ace Hardware, heater, worklight | Sewer | | 101.97 |
| Ace Hardware, drill bits, hooks | Park | | 94.60 |
| Ace Hardware, clog buster | PW | | 41.98 |
| Ace Hardware, softener salt | Fire | | 19.47 |
| Ace Hardware, hardware | Park | | 11.14 |
| Ace Hardware, toilet seat | PW | | 29.99 |
| Ace Hardware, hardware | Fire | | 9.99 |
| Ace Hardware, safety spring snap | Fire | | 39.13 |
| Ace Hardware, ground connector | Fire | | 4.00 |
| Ace Hardware, hardware | Fire | | 13.40 |
| Ace Hardware, propane | Park | | 17.74 |
| Ace Hardware, masonry bit set | Park | | 17.99 |
| Ace Hardware, cable, command strips | Park | | 16.58 |
| Ace Hardware, trash bags, cleaners, trash can | Fire | | 112.50 |
| Ace Hardware, paint | Park | | 17.49 |
| Ace Hardware, command strips | Park | | 11.99 |
| Ace Hardware, fish food | Park | | 1.16 |
| Ace Hardware, tamper | PW | | 44.99 |
| Ace Hardware, door holders | Gov't | | 33.96 |
| Ace Hardware, deadbolts | Park | | 144.96 |
| Ace Hardware, paint | Park | | 17.49 |
| Advanced Drain Cleaning, emergency service to hydro jet thaw | Sewer | | 550.00 |
| AW Research, water testing | Sewer | | 248.40 |
| Blue Cross Blue Shield, health insurance | ALL | | 32,703.50 |
| Bolton & Menk, moonlite bay sewer extension | Sewer | | 2,305.00 |
| Bolton & Menk, csah 66 water quality | PW | | 1,890.00 |
| Breen & Person, legal fees | ALL | | 1,871.00 |
| Clean Team, march cleaning | ALL | | 4,381.25 |
| Council #65, union dues | Gov't | | 329.96 |

| | | | |
|--|----------|--------|------------------|
| CTC, web hosting | Gov't | | 10.00 |
| Culligan, water and cooler rental | ALL | | 78.45 |
| 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 | | 200.00 |
| Elite Fence, fence adjustments | Sewer | | 150.00 |
| Fortis, disability insurance | ALL | | 843.11 |
| Fyles, portable restrooms | Park | | 179.06 |
| Guardian Pest Solutions, pest control | ALL | | 77.60 |
| Initiative Foundation, 2021 pledge | Gov't | | 1,650.00 |
| International Assn of Fire Cheifs, membership dues | Fire | | 240.00 |
| Jon Kolstad, mileage reimbursement | PZ | | 85.45 |
| Mastercard, Advanced Auto Parts, heater | PW | | 81.96 |
| Mastercard, AED Superstore, batteries | Police | | 417.69 |
| Mastercard, Amazon, drill bit set | Park | | 106.99 |
| Mastercard, Amazon, ethernet adapter cable | Admin | | 12.99 |
| Mastercard, Amazon, cable | Park | | 13.99 |
| Mastercard, Amazon, grommets, charger hubs | PZ/Admin | | 127.94 |
| Mastercard, Amazon, cord protector | Library | | 12.99 |
| Mastercard, Bartley, entrance mats | Park | | 590.00 |
| Mastercard, BCA, training | Police | | 250.00 |
| Mastercard, DNR, water use permit | Sewer | | 140.00 |
| Mastercard, Home Depot, hammer drill kit, flashlight | Park | | 358.00 |
| Mastercard, Microsoft, monthly premium | Police | | 75.16 |
| Mastercard, MNCPA, membership dues | Admin | | 315.00 |
| Mastercard, Office Max, battery backup | PZ | | 64.93 |
| Mastercard, Pickleball Experts, rain shuttle squeegees | Park | | 399.98 |
| Mastercard, Post Office, postage | Park | | 12.75 |
| Mastercard, Post Office, postage | Police | | 12.05 |
| Mastercard, Star Tribune, subscription | Library | | 529.36 |
| Mastercard, Streichers, uniform | Police | | 50.38 |
| Mastercard, Walmart, tv | Park | | 196.00 |
| Mastercard, Walmart, tv mount | Park | | 33.98 |
| Midwest Machinery, filters, blade, plug | PW | | 450.05 |
| MN Life, life insurance | ALL | | 303.40 |
| MN NCPERS, life insurance | Gov't | | 112.00 |
| Napa, wiper blades | Police | | 29.46 |
| Napa, oil, wiper fluid | Park | | 27.10 |
| Quadient, postage refill | ALL | | 1,000.00 |
| Shannons Auto Body, remove graphics | Police | | 460.00 |
| Teamsters, union dues | Police | pd 3-1 | 299.00 |
| The Office Shop, copy paer | PZ/Admin | | 149.96 |
| TJ Graumann, mileage reimbursement | Park | | 11.64 |
| US Bank, copier lease | ALL | | 165.00 |
| Widseth, 2021 street improvements | PW | | 2,988.30 |
| Widseth, general engineering | PW | | 864.85 |
| Xcel Energy, gas utilities | ALL | | 3,830.75 |
| | | | |
| TOTAL | | | 65,389.99 |

ADDITIONAL BILLS FOR APPROVAL
March 8, 2021

| VENDORS | DEPT | | AMOUNT |
|---|-----------|--|-----------|
| Aspen Mills, uniform | Fire | | 54.00 |
| AT&T, cell phone and ipad charges | ALL | | 935.22 |
| AW Research, water testing | Sewer | | 124.20 |
| Birchdale, alarm monitoring | Fire | | 162.00 |
| Brainerd Hydraulics, char lynn, char lynn auger, parts | PW | | 865.56 |
| Clifton Larson Allen, audit billing #1 | Gov't | | 1,155.00 |
| Crow Wing County Recorder, filing fees | PZ | | 46.00 |
| CTC I.T., february 2021 i.t. labor | ALL | | 900.00 |
| Fastenal, carriage bolt, nylock z | PW | | 105.17 |
| Follett, library software support | Library | | 1,042.50 |
| Johnson Killen & Seiler, personnel matters | Gov't | | 1,141.00 |
| Lakes Gas, bulk lp | Park | | 809.94 |
| Macqueen Emergency, scba flow test | Fire | | 1,534.00 |
| Mastercard, Amazon, automatic door decal | Park | | 13.98 |
| Mastercard, Amazon, Cable sleeve | Park | | 12.99 |
| Mastercard, CDWG, unifi switch | Police | | 396.67 |
| Midwest Machinery, filter elements, blades, oil, v-belt | Park | | 1,036.87 |
| MN Wastewater Operators Assn, membership dues | Sewer | | 60.00 |
| North Ambulance, february subsidy | Ambulance | | 1,100.00 |
| Reeds Market, propane | Cemetery | | 19.99 |
| The Office Shop, white out | PZ/Admin | | 20.09 |
| The Office Shop, envelopes | PZ/Admin | | 25.76 |
| The Office Shop, letter opener | Admin | | 2.51 |
| Waste Partners, trash removal | ALL | | 325.85 |
| WW Goetsch, lift station repair | Sewer | | 1,513.99 |
| Ziegler, receptacle | PW | | 6.03 |
| | | | |
| TOTAL | | | 13,409.32 |

City of Crosslake

RESOLUTION 21-08

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:

| FROM | DONATION | INTENDED PURPOSE |
|-------------|---------------------|--|
| Dan Miller | Value of \$2,500.00 | For Rental of Building for Fire Equipment from February 1 – February 15, 2021 |

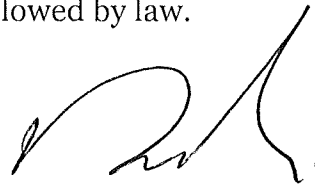
; and

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 8th day of March, 2021.



David Nevin
Mayor

ATTEST:



Michael R. Lyons
City Administrator
(SEAL)

EXTRACT OF MINUTES OF A MEETING OF THE
CITY COUNCIL OF THE
CITY OF CROSSLAKE, MINNESOTA

HELD: March 8, 2021

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Crosslake, Crow Wing County, Minnesota, was duly held at the City Hall in said City on the 8th day of April, 2021, beginning at 6:30 o'clock p.m. for the purpose, in part, of authorizing the competitive negotiated sale of the \$865,000 General Obligation Equipment Certificate, Series 2021A, of said City.

The following Council members were present: Dave Nevin, Dave Schrupp, Marcia Seibert-Volz, Aaron Herzog, and John Andrews

and the following were absent: None

Councilmember John Andrews introduced the following resolution and moved its adoption:

RESOLUTION 21-09
PROVIDING FOR THE COMPETITIVE NEGOTIATED SALE OF
\$865,000 GENERAL OBLIGATION EQUIPMENT CERTIFICATE, SERIES 2021A

A. WHEREAS, the City Council of the City of Crosslake, Minnesota (the "City"), has heretofore determined that it is necessary and expedient to issue the City's \$865,000 General Obligation Equipment Certificate, Series 2021A (the "Bonds") to provide financing for the purchase of a new fire truck;

B. WHEREAS, the City has retained David Drown Associates, Inc., in Minneapolis, Minnesota ("David Drown"), as its independent municipal advisor for the Bonds and is therefore authorized to sell the Bonds by a competitive negotiated sale in accordance with Minnesota Statutes, Section 475.60, Subdivision 2(9):

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

1. Authorization. The Council hereby authorizes David Drown to solicit bids for the competitive negotiated sale of the Bonds.

2. Meeting; Bid Opening. The Council shall meet at the time and place specified in the Terms of Offering attached hereto as Exhibit A for the purpose of considering sealed bids for, and awarding the sale of, the Bonds. The City Administrator, or designee, shall open bids at the time and place specified in such Terms of Offering.

3. Terms of Offering. The terms and conditions of the Bonds and the negotiation thereof are fully set forth in the "Terms of Offering" attached hereto as Exhibit A and hereby approved and made a part hereof.

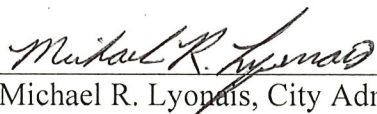
4. Official Statement. In connection with said competitive negotiated sale, the officers or employees of the City are hereby authorized to cooperate with David Drown and participate in the preparation of an official statement for the Bonds and to execute and deliver it on behalf of the City upon its completion.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Dave Schrupp and, after full discussion thereof and upon a vote being taken thereon, the following Council members voted in favor thereof: Dave Nevin, Dave Schrupp, Marcia Seibert-Volz, Aaron Herzog, and John Andrews


and the following voted against the same: None

Whereupon said resolution was declared duly passed and adopted.

Approved this 8th day of March, 2021.



Michael R. Lyons, City Administrator



David Nevin, Mayor

STATE OF MINNESOTA)
COUNTY OF CROW WING)
CITY OF CROSSLAKE)

I, the undersigned, being the duly qualified and City Administrator of the City of Crosslake, Minnesota, DO HEREBY CERTIFY that I have compared the attached and foregoing extract of minutes with the original thereof on file in my office, and that the same is a full, true and complete transcript of the minutes of a meeting of the City Council of said City, duly called and held on the date therein indicated, insofar as such minutes relate to the City's \$865,000 General Obligation Equipment Certificate, Series 2021A.

WITNESS my hand as such City Administrator of the City this 8th day of March 2021.



Mike Lyonais
City Administrator

EXHIBIT A

TERMS OF OFFERING

City of Crosslake, Minnesota

\$865,000

General Obligation Equipment Certificate, Series 2021A

(BOOK ENTRY ONLY)

TERMS OF PROPOSAL

Proposals for the Bonds will be received on Monday, April 12, 2021 at 11:00 A.M. Central Time, at the offices of David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota, after which time they will be opened and tabulated. Consideration for award of the Bonds will be by the City Council at 6:30 P.M., Central Time, on that same date.

SUBMISSION OF PROPOSALS

Proposals may be submitted in a sealed envelope or by fax (612) 605-2375 to David Drown Associates, Inc. Signed Proposals, without final price or coupons, may be submitted to David Drown Associates, Inc. prior to the time of sale. The bidder shall be responsible for submitting to David Drown Associates, Inc. the final Proposal price and coupons, by telephone (612) 920-3320 or fax (612) 605-2375 for inclusion in the submitted Proposal. David Drown Associates, Inc. will assume no liability for the inability of the bidder to reach David Drown Associates, Inc. prior to the time of sale specified above.

Notice is hereby given that electronic proposals will be received via PARITY®, in the manner described below, until 11:00 A.M., Central Time on April 12, 2021. Bids may be submitted electronically via PARITY® pursuant to this Notice until 11:00 A.M., Central Time, but no bid will be received after the time for receiving bids specified above. To the extent any instructions or directions set forth in PARITY® conflict with this Notice, the terms of this Notice shall control. For further information about PARITY®, potential bidders may contact David Drown Associates, Inc. or PARITY® at (212) 806-8304.

Neither the City of Crosslake nor David Drown Associates, Inc. assumes any liability if there is a malfunction of PARITY. All bidders are advised that each Proposal shall be deemed to constitute a contract between the bidder and the City to purchase the Bonds regardless of the manner of the Proposal submitted.

DETAILS OF THE BONDS

The Bonds will be dated April 26, 2021, as the date of original issue, and will bear interest payable on February 1 and August 1 of each year, commencing February 1, 2022. Interest will be computed on the basis of a 360-day year of twelve 30-day months. The Bonds will mature February 1 in the years and amounts as follows:

| <u>Year</u> | <u>Amount</u> |
|-------------|---------------|
| 2023 | \$ 120,000 |
| 2024 | 120,000 |
| 2025 | 125,000 |
| 2026 | 125,000 |
| 2027 | 125,000 |
| 2028 | 125,000 |
| 2029 | 125,000 |

TERM BOND OPTION

Bids for the bonds may contain a maturity schedule providing for a combination of serial bonds and term bonds. All term bonds shall be subject to mandatory sinking fund redemption and must conform to the maturity schedule set forth above at a price of par plus accrued interest to the date of redemption. In order to designate term bonds, the bid must specify as provided on the Proposal Form.

BOOK ENTRY SYSTEM

The Bonds will be issued by means of a book entry system with no physical distribution of Bonds made to the public. The Bonds will be issued in fully registered form and one Bond, representing the aggregate principal amount of the Bonds maturing in each year, will be registered in the name of Cede & Co. as nominee of The Depository Trust Company ("DTC"), New York, New York, which will act as securities depository of the Bonds. Individual purchases of the Bonds may be made in the principal amount of \$5,000 or any multiple thereof of a single maturity through book entries made on the books and records of DTC and its participants. Principal and interest are payable by the registrar to DTC or its nominee as registered owner of the Bonds. Transfer of principal and interest payments to participants of DTC will be the responsibility of DTC; transfer of principal and interest payments to beneficial owners by participants will be the responsibility of such participants and other nominees of beneficial owners. The purchaser, as a condition of delivery of the Bonds, will be required to deposit the Bonds with DTC.

REGISTRAR

The City will name Northland Trust Services, Inc., Minneapolis, MN, as registrar for the Bonds. Northland Trust Services, Inc. shall be subject to applicable SEC regulations. The City will pay for the services of the registrar.

OPTIONAL REDEMPTION

The Bonds are not callable.

SECURITY AND PURPOSE

The Bonds will be general obligations of the City for which the City will pledge its full faith and credit and power to levy direct general ad valorem taxes. The proceeds of the Bonds will provide financing for the purchase of a new fire truck.

TYPE OF PROPOSALS

Proposals shall be for not less than \$856,350.00 (99.0%) and accrued interest on the total principal amount of the Bonds. The apparent low-bidder as notified by David Drown Associates, Inc. shall wire, to a designated account, a good faith amount of \$17,300 by 3:00 P.M., Central Time on the date of sale. If the good faith wire transfer is not in process prior to the award, the City shall retain the right to reject the bid. In the event the purchaser fails to comply with the accepted proposal, said amount will be retained by the City. No proposal can be withdrawn or amended after the time set for receiving proposals unless the meeting of the City scheduled for award of the Bonds is adjourned, recessed, or continued to another date without award of the Bonds having been made. Rates shall be in integral multiples of 5/100 or 1/8 of 1%. Rates must be in ascending order. Bonds of the same maturity shall bear a single rate from the date of the Bonds to the date of maturity. No conditional proposals will be accepted.

AWARD

The proposals will be evaluated on the basis of the lowest interest rate to be determined on a net interest cost (NIC) basis. The City's computation of the interest rate of each proposal, in accordance with customary practice, will be controlling. The City will reserve the right to waive non-substantive informalities of any proposal or of matters relating to the receipt of proposals and award of the Bonds, reject all proposals

without cause, and reject any proposal, which the City determines to have failed to comply with the terms herein.

ISSUE PRICE DETERMINATION

In order to provide the City with information necessary for compliance with Section 148 of the Internal Revenue Code of 1986, as amended, and the Treasury Regulations promulgated thereunder (collectively, the "Code"), the Purchaser will be required to assist the City in establishing the issue price of the Bonds and shall complete, execute, and deliver to the City prior to the closing date, a written certification in a form acceptable to the Purchaser, the City, and Bond Counsel (the "Issue Price Certificate") containing the following for each maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity): (i) the interest rate; (ii) the reasonably expected initial offering price to the "public" (as said term is defined in Treasury Regulation Section 1.148-1(f) (the "Regulation")) or the sale price; and (iii) pricing wires or equivalent communications supporting such offering or sale price. However, such Issue Price Certificate may indicate that the Purchaser has purchased the Bonds for its own account in a capacity other than as an underwriter or wholesaler, and currently has no intent to reoffer the Bonds for sale to the public. Any action to be taken or documentation to be received by the City pursuant hereto may be taken or received on behalf of the City by David Drown Associates, Inc.

The City intends that the sale of the Bonds pursuant to this Terms of Offering shall constitute a "competitive sale" as defined in the Regulation based on the following:

- i. the City shall cause this Terms of Offering to be disseminated to potential bidders in a manner that is reasonably designed to reach potential bidders;
- ii. all bidders shall have an equal opportunity to submit a bid;
- iii. the City reasonably expects that it will receive bids from at least three bidders that have established industry reputations for underwriting municipal bonds such as the Bonds; and
- iv. the City anticipates awarding the sale of the Bonds to the bidder who provides a proposal with the lowest net interest cost, as set forth in this Terms of Offering (See "AWARD" herein).

Any bid submitted pursuant to this Terms of Offering shall be considered a firm offer for the purchase of the Bonds, as specified in the proposal. The Purchaser shall constitute an "underwriter" as said term is defined in the Regulation. By submitting its proposal, the Purchaser confirms that it shall require any agreement among underwriters, a selling group agreement, or other agreement to which it is a party relating to the initial sale of the Bonds, to include provisions requiring compliance with the provisions of the Code and the Regulation regarding the initial sale of the Bonds.

If all requirements of a "competitive sale" are not satisfied, the City shall advise the Purchaser of such fact prior to the time of award of the sale of the Bonds to the Purchaser. **In such event, any proposal submitted will not be subject to cancellation or withdrawal.** Within twenty-four (24) hours of the notice of award of the sale of the Bonds, the Purchaser shall advise the City and David Drown Associates, Inc. if a "substantial amount" (as defined in the Regulation) of any maturity of the Bonds (and, if different interest rates apply within a maturity, to each separate CUSIP number within that maturity) has been sold to the public and the price at which such substantial amount was sold. The City will treat such sale price as the "issue price" for such maturity, applied on a maturity-by-maturity basis. The City will not require the Purchaser to comply with that portion of the Regulation commonly described as the "hold-the-offering-price" requirement for the remaining maturities, but the Purchaser may elect such option. If the Purchaser exercises such option, the City will apply the initial offering price to the public provided in the proposal as the issue price for such maturities. If the Purchaser does not exercise that option, it shall thereafter promptly provide the City and David Drown Associates, Inc. the prices at which a substantial amount of such maturities are sold to the public; provided such determination shall be made and the City and David Drown Associates, Inc. notified of such prices not later than three (3) business days prior to the closing date.

BOND INSURANCE AT PURCHASER'S OPTION

If the Bonds qualify for issuance of any policy of municipal bond insurance or commitment therefor at the option of the underwriter, the purchase of any such insurance policy or the issuance of any such commitment shall be at the sole option and expense of the purchaser of the Bonds. Any increased costs of issuance of the Bonds resulting from such purchase of insurance shall be paid by the purchaser, except that, if the City has requested and received a rating on the Bonds from a rating agency, the City will pay that rating fee. Any other rating agency fees shall be the responsibility of the purchaser. Failure of the municipal bond insurer to issue the policy after Bonds have been awarded to the purchaser shall not constitute cause for failure or refusal by the purchaser to accept delivery on the Bonds.

CUSIP NUMBERS

If the Bonds qualify for assignment of CUSIP numbers such numbers will be printed on the Bonds, but neither the failure to print such numbers on any Bond nor any error with respect thereto will constitute cause for failure or refusal by the purchaser to accept delivery of the Bonds. The purchaser shall pay the CUSIP Service Bureau charge for the assignment of CUSIP identification numbers.

SETTLEMENT

Within 40 days following the date of their award, the Bonds will be delivered without cost to the purchaser at a place mutually satisfactory to the City and the purchaser. Delivery will be subject to receipt by the purchaser of an approving legal opinion of bond counsel, and of customary closing papers, including a no-litigation certificate. On the date of settlement payment for the Bonds shall be made in federal, or equivalent, funds which shall be received at the offices of the City or its designee not later than 12:00 Noon, Central Time. Except as compliance with the terms of payment for the Bonds shall have been made impossible by action of the City, or its agents, the purchaser shall be liable to the City for any loss suffered by the City by reason of the purchaser's non-compliance with said terms for payment.

FULL CONTINUING DISCLOSURE

On the date of the actual issuance and delivery of the Bonds, the City will execute and deliver a Continuing Disclosure Undertaking where under the City will covenant to provide, or cause to be provided annual financial information, including audited financial statements of the City, and notices of certain material events, as specified in and required by SEC Rule 15c2-12(b)(5). A description of the City's undertaking is set forth in the Official Statement.

OFFICIAL STATEMENT

The City has authorized the preparation of an Official Statement containing pertinent information relative to the Bonds, and said Official Statement will serve as a nearly final Official Statement within the meaning of Rule 15c2-12 of the Securities and Exchange Commission. For copies of the Official Statement or for any additional information prior to sale, any prospective purchaser is referred to the Municipal Advisor to the City, David Drown Associates, Inc., 5029 Upton Avenue South, Minneapolis, Minnesota 55410, and telephone (612) 920-3320.

The Official Statement, when further supplemented by an addendum or addenda specifying the maturity dates, principal amounts and interest rates of the Bonds, together with any other information required by law, shall constitute a "Final Official Statement" of the City with respect to the Bonds, as that term is defined in Rule 15c2-12. By awarding the Bonds to any underwriter or underwriting syndicate submitting a proposal therefor, the City agrees that, no more than seven business days after the date of such award, it shall provide without cost to the senior managing underwriter of the syndicate to which the Bonds are awarded five (5) copies of the Official Statement and the addendum or addenda described above. The City designates the senior managing underwriter of the syndicate to which the Bonds are awarded as its agent for purposes of distributing copies of the Final Official Statement to each Participating Underwriter. Any underwriter delivering a proposal with respect to the Bonds agrees thereby that if its proposal is accepted

by the City (i) it shall accept such designation and (ii) it shall enter into a contractual relationship with all Participating Underwriters of the Bonds for purposes of assuring the receipt by each such Participating Underwriter of the Final Official Statement.

Dated March 8, 2021

BY ORDER OF THE CITY COUNCIL

/s/ Mike Lyonais
City Administrator