

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, AUGUST 9, 2021
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, August 9, 2021 in City Hall. The following Council Members were present: Aaron Herzog, Dave Schrupp, John Andrews, and Marcia Seibert-Volz. Mayor Dave Nevin was absent. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Zoning Administrator Jon Kolstad, Public Works Director Ted Strand, Police Chief Erik Lee, Fire Chief Chip Lohmiller, City Attorney Brad Person and City Engineer Phil Martin. Echo Journal Reporter Nancy Vogt and Northland Press Reporter Paul Boblett Reporter attended via Zoom. There were approximately fifteen audience members in City Hall and on Zoom.

- A. CALL TO ORDER** – Acting Mayor Seibert-Volz called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. Acting Mayor Seibert-Volz read the list of additions to the agenda, including an oral summary of the closed session held at 6pm on August 9, 2021. MOTION 08R-01-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

City Attorney Brad Person reported that the Council just held a closed meeting regarding pending litigation on land acquisition on the Perkins Road project. MOTION 08R-02-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO CONFIRM THAT COUNCIL APPROVED A SETTLEMENT OF \$203,675 AND AGREED TO TURN BACK THE AREA THAT WAS NOT USED FOR THE RIGHT OF WAY TO THE LAND OWNER THAT WAS CONDEMNED FOR THE PERKINS ROAD PROJECT CONTINGENT ON THAT BEING A FINAL PAYMENT AND THAT THERE IS NO CLAIM FOR STATUTORY ATTORNEY FEES OR APPRAISAL COSTS. MOTION CARRIED WITH ALL AYES.

- B. PUBLIC FORUM** – None.

- C. CONSENT CALENDAR** – Marcia Seibert-Volz asked that the Preliminary Draft Balance Sheet dated July 2021 be pulled from the consent calendar. MOTION 08R-03-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Special Joint Council Meeting with Public Works Commission Minutes of June 7, 2021
2. Special Council Meeting Minutes of July 2, 2021
3. Special Joint Council Meeting with Public Works Commission Minutes of July 6, 2021
4. Regular Council Meeting Minutes of July 12, 2021
5. Special Council Meeting Minutes of July 21, 2021
6. Preliminary Draft Month End Revenue Report dated July 2021
7. Preliminary Draft Month End Expenditures Report dated July 2021
8. *Removed*
9. City Hall Construction Project Costs of 7/31/2021
10. Police Report for Crosslake – July 2021

11. Police Report for Mission Township – July 2021
12. Fire Department Report – July 2021
13. North Memorial Ambulance Run Report – June 2021
14. Planning and Zoning Monthly Statistics
15. Planning and Zoning Commission Meeting Minutes of June 25, 2021
16. Crosslake Parks, Recreation and Library Commission Meeting Minutes of 6/23/21
17. Monthly Park Report – July 2021
18. Waste Partners Recycling Report for June 2021
19. Bills for Approval in the Amount of \$85,546.68
20. Additional Bills for Approval in the Amount of \$33,940.15

MOTION CARRIED WITH ALL AYES.

Marcia Seibert-Volz asked why the \$458,000 designated for road projects did not show on the balance sheet. Mike Lyonais stated that it is reflected in summary form and that there is a separate sheet on another schedule with that information that he could provide. Ms. Seibert-Volz stated that she would like it shown on the Balance Sheet that is included in the packet. Mr. Lyonais stated that there are not enough general ledger accounts in the accounting software to put every reserve on there. Mr. Lyonais suggested that he could look into adding an account that would include all the reserves and Ms. Seibert-Volz stated that she would appreciate that. MOTION 08R-04-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE ITEM #8 OF THE CONSENT CALENDAR – PRELIMINARY DRAFT BALANCE SHEET DATED JULY 2021. MOTION CARRIED WITH ALL AYES.

D. MAYOR'S REPORT

1. Marcia Seibert-Volz read the notice of WAPOA's Annual Meeting and 50th Anniversary Celebration on August 21, 2021.
2. Cindy Myogeto of the Chamber reported that Crosslake Days would take place September 23 through September 25 and would include the Annual Chili Cookoff, corn hole tournament and street dance, as well as many other events. MOTION 08R-05-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO ALLOW THE CLOSURE OF PIONEER DRIVE ON SATURDAY, SEPTEMBER 25 FOR THE CORN HOLE TOURNAMENT AND STREET DANCE. MOTION CARRIED WITH ALL AYES.

MOTION 08R-06-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE SERVING OF CHILI ON SATURDAY, SEPTEMBER 25, 2021 FOR CROSSLAKE DAYS. MOTION CARRIED WITH ALL AYES. Staff will work with the Chamber to provide barricades.

3. MOTION 08R-07-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 21-21 ACCEPTING DONATION FROM PAL FOUNDATION IN THE AMOUNT OF \$491.77 FOR PICKLEBALL PADDLES FOR KAMP KIMCHEE. MOTION CARRIED WITH ALL AYES.

4. MOTION 08R-08-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPOINT ROB KNIEFEL TO THE PUBLIC SAFETY COMMITTEE. MOTION CARRIED WITH ALL AYES.

MOTION 08R-09-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPOINT JOHN ANDREWS, CINDY GIBBS, KEVIN MCCORMICK, TJ GRAUMANN, TED STRAND, JON KOLSTAD AND DAVE NEVIN TO THE PUBLIC RIGHT OF WAY/VACATIONS COMMITTEE. MOTION CARRIED WITH ALL AYES.

5. Included in the packet was a spreadsheet of the Fire Hall Remodel Costs showing the expenses to be \$2,022,790 to date.

a. Andy Pickar of Hytec reviewed Change Order #9, which has been tabled by the Council numerous times. Mr. Pickar stated that the Gordian/Sourcwell change order narrative does not match exactly with what was performed on-site and is misleading. The change order was for work done when Hytec initially found mold in the walls. Servpro recommended which walls that Hytec should open and the change order cost included identifying and investigating the mold issue. Marcia Seibert-Volz stated that the Council needed an attachment to the change order that specifically explains what was done. MOTION 08R-10-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE CHANGE ORDER NO. 079439.09 MOLD MITIGATION IN THE AMOUNT OF \$9,352.70, CONTINGENT ON THE RECEIPT OF EMAIL EXPLAINING IN DETAIL WHAT WAS DONE. MOTION CARRIED WITH ALL AYES.

b. Andy Pickar explained that Change Order #17 was for electrical changes that were not included in the original plans. MOTION 08R-11-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE CHANGE ORDER NO. 079439.17 ELECTRICAL CHANGES BY OWNER IN THE AMOUNT OF \$13,525.18. MOTION CARRIED WITH ALL AYES.

c. Mike Lyonais presented four quotes for air quality testing of the firehall. Quotes ranged from \$600 to \$2,177. Mr. Lyonais explained that the difference in cost is how the air is tested and how many samples are taken. Andy Pickar stated that you get what you pay for and a test that is more expensive will give better results. Aaron Herzog stated that he was in favor of the testing to ensure that the mold problem was gone so that firefighters felt safe in the building and would prefer to go with Braun Intertec which had the highest quote for better results. John Andrews agreed. Jerome Volz of 37668 Moen Beach Trail stated that he thought it was a waste of money to have the test done. Chip Lohmiller agreed and suggested that the Council wait a couple years before testing. Andy Pickar stated that he thinks the building should be tested to ensure the public that the mold problem is resolved. MOTION 08R-12-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO HIRE BRAUN INTERTEC FOR FUNGAL AIR SAMPLING AT THE FIREHALL

AT A COST OF \$2,177. MOTION CARRIED 3-1 WITH SEIBERT-VOLZ OPPOSED.

E. CITY ADMINISTRATOR'S REPORT

1. Mike Lyonais reviewed a proposal from Digital Horizons to swap out the video recording appliance in the council chambers for a recording/streaming appliance at a cost of \$1,135. Mr. Lyonais explained that there have been issues with the current system and that some recordings have been cutoff and that converting the video to a flash drive can take over an hour. The new system would download directly to the server, eliminating possible failure of the video cards. Jon Kolstad stated that there have been problems with this recorder everywhere it is used. Marcia Seibert-Volz asked if this needed to be done immediately and suggested that the amount be included in the 2022 Budget and purchased next year. MOTION 08R-13-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE THE PURCHASE OF VIDEO/STREAMING RECORDER FROM DIGITAL HORIZONS AT A COST OF \$1,135. MOTION CARRIED 3-1 WITH SEIBERT-VOLZ OPPOSED.
2. Mike Lyonais reported that in order for the City to receive the ARPA (American Rescue Plan Act) funds from the US Department of Treasury, a resolution requesting the funds must be passed. Crosslake will receive approximately \$249,077. Half of the funds will come this year and half next year. The City will be able to use the money for stormwater upgrades and municipal sewer infrastructure. MOTION 08R-14-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 21-22 TO ACCEPT THE CORONAVIRUS LOCAL FISCAL RECOVERY FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT. MOTION CARRIED WITH ALL AYES.
3. MOTION 08R-15-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO HOLD A BUDGET WORKSHOP ON WEDNESDAY, AUGUST 25, 2021 AT 3:00 P.M. IN CITY HALL. MOTION CARRIED WITH ALL AYES.
4. Mike Lyonais reported that he received two messages, recognizing Jon Kolstad, Ted Strand, and Mike Lyonais for their work and professionalism. Council thanked staff.
5. MOTION 08R-16-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 21-23 VACATING PROPERTY AT THE END OF NORWAY TRAIL AND REQUIRING A CONSERVATION EASEMENT WHICH PROHIBITS PRIVATE IMPROVEMENTS OR CLEARING OVER THE EASTERLY 75 FEET. MOTION CARRIED WITH ALL AYES.

F. COMMISSION REPORTS

1. PARK AND RECREATION/LIBRARY

- a. MOTION 08R-17-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO ACCEPT CASH IN LIEU OF LAND FOR PARK

DEDICATION FOR THE ERICKSON SUBDIVISION ON EAST SHORE ROAD IN THE AMOUNT OF \$1,500. MOTION CARRIED WITH ALL AYES.

- b. MOTION 08R-18-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION FOR THE ARVIG SUBDIVISION ON RIVERWOOD LANE IN THE AMOUNT OF \$1,500. MOTION CARRIED WITH ALL AYES.
- c. MOTION 08R-19-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION FOR THE GEORGES SUBDIVISION ON MARODA DRIVE IN THE AMOUNT OF \$3,000. MOTION CARRIED WITH ALL AYES.
- d. MOTION 08R-20-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION FOR THE HOLDEN SUBDIVISION ON FAWN LAKE ROAD IN THE AMOUNT OF \$28,500. MOTION CARRIED WITH ALL AYES.
- e. Brad Person reported that the property at 38652 South Landing has a private driveway, gate, and other landscaping within the platted street. These improvements have been on the property for many years. A discussion ensued regarding the actual road surface which veers to the West outside of the area dedicated for city streets and how that came to be, which was before the time of current staff. The proposed agreement would address the issue of record to clarify the current rights of owner and put any future owner on notice of these encroachments. MOTION 08R-21-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE THE LIMITED USE AGREEMENT WITH CONRAD AND KADIE ELLESTAD, OWNERS OF PARCEL 14050572. MOTION CARRIED WITH ALL AYES.
- f. Brad Person stated that he heard from the property owners that have a shed in the public right-of-way on Whitefish Ave and that they will work with the City to remove it.

2. PLANNING AND ZONING

- a. MOTION 08R-22-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE ORDINANCE AMENDMENT NO. 371 NAMING UNNAMED ROADS AS SERENITY LANE AND WOODY LANE AND ADDING THE ROADS TO THE MASTER ROAD NAME INDEX. MOTION CARRIED WITH ALL AYES.

MOTION 08R-23-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE PUBLICATION OF ORDINANCE AMENDMENT NO. 371 IN SUMMARY FORM IN THE OFFICIAL NEWSPAPERS OF THE CITY. MOTION CARRIED WITH ALL AYES.

3. PUBLIC SAFETY

- a. MOTION 08R-24-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 21-24 IN SUPPORT OF APPLYING FOR \$10,000 SOURCEWELL – COMMUNITY MATCH FUNDS GRANT BY THE FIRE DEPARTMENT FOR THE PURCHASE OF AUDIO/VISUAL EQUIPMENT. MOTION CARRIED WITH ALL AYES.
- b. Erik Lee reported that the garage in the Police Department has been very hot and asked permission to get a quote for the installation of two micro units that were used in the old building. MOTION 08R-25-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO DIRECT POLICE CHIEF TO OBTAIN QUOTE ON COST OF INSTALLING TWO MICRO UNIT AIR CONDITIONERS IN THE POLICE DEPARTMENT GARAGE. MOTION CARRIED WITH ALL AYES.
- c. Erik Lee stated that he would like to use donated funds to purchase tumblers with Crosslake Police Department badge. The tumblers would be sold to recoup the monies used for the purchase. The cost of the tumblers would also cover the cost of an additional cooler that would be raffled off. Each tumble sold would include a raffle ticket for a chance to win the cooler. The cost of the project would be minimal using donated funds. The donor of the funds was in favor of the project. MOTION 08R-26-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO ALLOW THE POLICE DEPARTMENT TO PURCHASE PROMOTIONAL TUMBLERS TO BE SOLD DURING CROSSLAKE DAYS USING DONATED FUNDS. MOTION CARRIED WITH ALL AYES.

4. PUBLIC WORKS/CEMETERY/SEWER

- a. MOTION 08R-27-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE RESOLUTION NO. 21-25 RECEIVING UPDATED SUPPLEMENTAL INFORMATION FOR THE FEASIBILITY REPORT AND SETTING THE DATE FOR PUBLIC HEARING FOR THE SEWER EXTENSION PROJECT. MOTION CARRIED WITH ALL AYES.
- b. MOTION 08R-28-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE RESOLUTION NO. 21-26 RECEIVING FEASIBILITY REPORT UPDATE ON 2022 ROAD IMPROVEMENT PROJECT. MOTION CARRIED WITH ALL AYES.
- c. MOTION 08R-29-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FROM BOLTON & MENK FOR THE CSAH 66/CSAH 3 STORMWATER PROJECT AT A COST NOT TO EXCEED \$11,990. MOTION CARRIED WITH ALL AYES.

Ted Strand reported that the crosswalk signals and posts have been delivered for the crosswalk improvement project.

G. PUBLIC FORUM – Tom Swenson of the Public Works Commission stated that the newly named road, Serenity Lane, is proposed to be built and turned over to the City. Mr. Swenson wasn't sure if the engineer was involved and stated that the developer who built Wild Wind Ranch Drive did a bad job and now needs to be reconstructed. Ted Strand stated that staff and City Engineer met with developer and informed developer of all requirements. Jon Kolstad stated that a Developer's Agreement including earnest money in case of damages was required by developer.

H. CITY ATTORNEY REPORT – None.

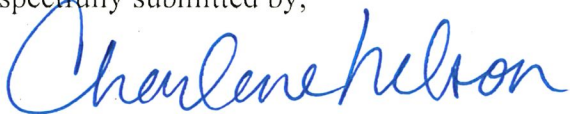
I. NEW BUSINESS – Marcia Seibert-Volz stated that the Small City Assistance Funds should be designated to roads. Mike Lyonais stated that the City can only use those funds from the State for road improvements. MOTION 08R-30-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO DESIGNATE THE SMALL CITY ASSISTANCE FUNDS FOR ROADS. MOTION CARRIED WITH ALL AYES.

J. OLD BUSINESS –

1. Marcia Seibert-Volz noted that the packet included a letter from Joseph Christensen and an email from Cindy Gibbs regarding the Hillcrest Beach Access and staircase that was removed. Ms. Seibert-Volz asked if the Council wanted to discuss the issue. Aaron Herzog stated that the Public Right-of-Way/Vacations Committee should discuss the matter. Dave Schrupp and John Andrews agreed. Marcia Seibert-Volz stated that the people in attendance at the meeting at the park were in support of making Varley put the stairs back in.

K. ADJOURN – MOTION 08R-31-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO ADJOURN THE MEETING AT 8:15 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
City Clerk

BILLS FOR APPROVAL
August 9, 2021

VENDORS	DEPT		AMOUNT
Ace Hardware, bolt set	Park		5.99
Ace Hardware, rope, epoxy	Park		17.98
Ace Hardware, battereies	PW		24.98
Ace Hardware, door holders	Gov't		15.98
Ace Hardware, nozzle	Fire		35.98
Ace Hardware, cleaner	Park		12.99
Ace Hardware, spray paint	Park		4.50
Ace Hardware, towing starter kit	Park		33.99
Ace Hardware, roundup, tote	Park		50.57
Ace Hardware, pvc	Sewer		14.98
Ace Hardware, bolts	PW		41.98
Ace Hardware, hdmi cord	Gov't		29.99
Ace Hardware, roundup, paint rollers	Park		63.57
Ace Hardware, toilet seat	Park		31.99
Ace Hardware, premix fuel, oil	PW		63.82
Ace Hardware, janitorial supplies	Sewer		38.76
Ace Hardware, pipe fitting	Park		12.99
Ace Hardware, battery	Park		117.99
Ace Hardware, bulb recycling	Park		30.00
Ace Hardware, garbage bags	Fire		16.99
Ace Hardware, batteries	Fire		20.99
Anderson Brothers, class 5	PW		559.81
Anderson Brothers, class 5	PW		1,121.84
Anderson Brothers, cold mix	PW		840.00
AW Research, water testing	Sewer		475.20
Baker & Taylor, books	Library		125.74
Bolton & Menk, biosolids review	Sewer		6,070.00
Brainerd Hydraulics, couplers	Park		59.00
Brainerd Hydraulics, hose	PW		243.55
Brainerd Lakes Area Economic Development, 2021 funding	EDA		5,150.00
Breen & Person, legal fees	ALL		7,157.00
Bruce Cunningham, pre-employment exam	Police		100.00
City of Crosslake, sewer utilities	ALL	pd 7-26	156.00
City of Crosslake, sewer utilities	ALL		156.00
Clean Team, august cleaning	ALL		4,381.25
Council #65, union dues	Gov't		329.96
Crosslake Communications, phone, fax, internet, cable	ALL		2,252.84
Crow Wing County, 47% beloit motor	PW		166.06
Crow Wing County Highway Dept, fuel	ALL		3,027.47
Crow Wing County Land Services, e911 address assignments	PZ		700.00
Crow Wing County Recorder, filing fees	PZ		230.00
CTC, web hosting	Gov't		10.00
Culligan, cooler rental and water	ALL		112.50
Custom Fire, emblem	Fire		444.50
DeLage Landen Financial Services, copier lease	Park		117.00

Delta Dental, dental insurance	ALL		1,695.60
Elite Fence and Deck, remotes for wwtp gate	Sewer		289.00
ESO Solutions, asset management and apparatus checklist	Fire		1,200.00
Fastenal, drill set	PW		250.52
Fire Service Management, turnout gear repair	Fire		112.54
Fortis, disability insurance	ALL		843.11
Forum Communications, comment period land use ordinance	PZ		16.40
Galls, uniform	Police		244.43
Ganz Cleaning, june cleaning	Fire		200.00
Granite Electronics, charger	Police		243.50
Guardian Pest Solutions, pest control	ALL		77.60
Hillcor Plumbing, toilet repair	Park		375.00
Intintsity Window Tinting, window tinting	Police		275.00
Joe Chase, mileage reimbursement	Sewer		80.64
Johnson, Killen & Seiler, labor attorney fees	Gov't		1,285.50
Jon Kolstad, mileage reimbursement	PZ		169.12
Lakes Printing, window envelopes	Admin		188.95
Lakes Printing, envelopes	PZ/Admin		172.45
Laursen Asphalt, burner tune up kit	PW		170.00
Mastercard, AICPA, annual dues	Admin		435.00
Mastercard, Amazon, spreader	Park		61.48
Mastercard, Amazon, moss killer	Park		31.55
Mastercard, Amazon, sprinkler pump	Gov't	pd 7-26	389.99
Mastercard, Amazon, irrigation wifi plug	Gov't	pd 7-26	87.40
Mastercard, Dog Waste Depot, trash bags	Park		152.44
Mastercard, Har-Tru, agitator rake	Park		198.65
Mastercard, Kay Park Recreation, concrete bag toss	Park		2,890.00
Mastercard, Menards, storage cabinet	Fire		161.80
Mastercard, Microsoft, monthly premium	Police		75.16
Mastercard, MN School of Diving, tank inspection, air fill	Police		20.00
Mastercard, Office Max, ink cartridges	PW		133.40
Mastercard, Post Office, postage	Police		5.50
Mastercard, Zero9 Holsters, pepper spray	Police		71.95
Menards, ext plank, hardware, janitorial supplies	PW		314.30
Metro Sales, copier lease	Police		46.52
Mid Amercian Research Chemical, cleaners	Park		93.44
Midwest Security, camera replacement	Park		727.26
Mike Lyonais, reimburse petty cash	ALL		91.28
MN Environmental Science & Econ Review Board, dues	Sewer		750.00
MN Life, life insurance	ALL		303.40
MN NCPERS, life insurance	Gov't		112.00
MNPEA, union dues	ALL	pd 8-4	273.00
MN State Fire Chiefs Assn, conference registration	Fire		600.00
Moonlite Square, premium fuel	Park		26.64
MR Sign, traffic signs	PW		425.40
MWRA, technical conference	Sewer		250.00
Napa, lens, drip pan	Fire		13.28
Napa, battery charger	PW		49.99
National Independent Health Club Assn, membership dues	Park		399.00
Next Up Pickleball, paddle rack	Park		175.00
North American Banking Company, bond payment	Gov't		7,077.50

North Central Lawn Care, service call, electric valve	Park		203.50
North Central Lawn Care, irrigation controller	Park		200.00
Northland Press, comment period land use	PZ		29.75
Olympus Lockers, lockers	Fire		13,947.00
Premier Auto, clean blower motor	Police		175.09
Premier Auto, oil change	Police		36.36
Premier Auto, oil change	Police		65.64
Premier Auto, oil change	Police		58.14
Premier Auto, rotate tires, oil change	Police		81.94
Premier Auto, oil change	Police		67.22
Quality Equipment, install couplers/cruise control, maintenance	Park		1,898.10
SHI International, windows software	Park		175.00
Specialty Solutions, lawn mix, lime, weed and feed	Park		3,596.88
Streichers, uniform	Police		157.95
Tactical Solutions, radar certification	Police		254.00
Teamsters, union dues	Police	pd 8-4	299.00
Ted Strand, lodging reimbursement	Sewer		543.90
TJ Graumann, mileage reimbursement	Park		45.47
TJ Graumann, uniform reimbursement	Park		109.52
Uline, janitorial supplies	Park		170.89
US Bank, copier lease	ALL		165.00
Viking Electric, bulbs	Park		42.21
Viking Electric, bulbs	PW		146.70
Waste Partners, trash removal	ALL		427.12
William Ludenia, appraisal update	PW		1,800.00
WW Goetsch, lift station repair	Sewer		1,611.00
Xcel Energy, gas utilities	ALL		234.88
TOTAL			85,546.68

ACH PAYMENTS

Blue Cross Blue Shield, health insurance	Payroll	2-Aug	32,703.50
Deferred Comp, employee deductions	Payroll	19-Jul	788.00
Deferred Comp, employee deductions	Payroll	4-Aug	788.00
Health Care Savings Plan, employee deductions	Payroll	19-Jul	932.12
Health Care Savings Plan, employee deductions	Payroll	4-Aug	940.04
IRS, payroll tax	Payroll	19-Jul	7,449.08
IRS, payroll tax	Payroll	4-Aug	10,219.98
MN Dept of Revenue, payroll tax	Payroll	19-Jul	1,567.96
MN Dept of Revenue, payroll tax	Payroll	4-Aug	1,931.97
PERA, payroll deductions and benefits	Payroll	19-Jul	8,923.91
PERA, payroll deductions and benefits	Payroll	4-Aug	8,837.06
Sales Tax	ALL		

ADDITIONAL BILLS FOR APPROVAL
August 9, 2021

VENDORS	DEPT		AMOUNT
Anderson Brothers, topsoil, sand	PW		185.65
AT&T, cell phon and ipad charges	ALL		973.39
AW Research, water testing	Sewer		291.60
Baker & Taylor, books	Library		57.48
Blakeman Portable Toilets, toilet rental	Cemetery		112.74
Bolton & Menk, general engineering	PW		9,672.50
Bolton & Menk, 2022 road projects	PW		9,708.00
Bolton & Menk, sewer extension	Sewer		520.00
Bolton & Menk, stormwater	PW		695.00
Crosslake Drug, epipens and glucometers	Fire		440.00
CTC I.T., july 2021 i.t. labor	ALL		900.00
David Drown Associates, continuing disclosure reports	Gov't		1,000.00
Demco, office supplies	Library		238.46
Elizabeth Skagen, marketing and communication	EDA		625.00
Great Northern Environmental, lamps	Sewer		761.68
Lakes Area Rental, concrete saw rental	Park		131.00
Mastercard, Amazon, brass fill valve	Park		43.79
Mastercard, Amazon, ethernet cord, exercise cords	Park		217.79
Mastercard, Foremost Promotions, junior badges	Police		218.09
Mastercard, Tennis Point, crack repair system	Park		75.06
Mastercard, Vistaprint, metal signs	Park		106.25
Mastercard, Yes Music, silver sneakers cd	Park		8.95
MCSI, maintenance contract	Park		52.99
North Memorial Ambulance, july 2021 subsidy	Ambulance		1,100.00
Northern Septic Maintenance, pump and haul biosolids	Sewer		4,725.60
Streichers, ammo	Police		639.70
Streichers, uniform	Police		260.00
The Office Shop, double sided tape, receipt books	Library		29.47
The Office Shop, copy paper	PZ/Admin		149.96
TOTAL			33,940.15

City of Crosslake

RESOLUTION 21-21

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
PAL Foundation	\$491.77	Pickleball Paddles for Kamp Kimchee

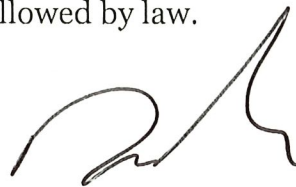
; and

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 9th day of August, 2021.



David Nevin
Mayor

ATTEST:



Michael R. Lyonais
City Administrator
(SEAL)

**CITY OF CROSSLAKE
RESOLUTION NO. 21-22**

**A RESOLUTION TO ACCEPT THE CORONAVIRUS LOCAL FISCAL RECOVERY
FUND ESTABLISHED UNDER THE AMERICAN RESCUE PLAN ACT**

WHEREAS, since the first case of coronavirus disease 2019 (COVID-19) was discovered in the United States in January 2020, the disease has infected over 32 million and killed over 575,000 Americans (“Pandemic”). The disease has impacted every part of life: as social distancing became a necessity, businesses closed, schools transitioned to remote education, travel was sharply reduced, and millions of Americans lost their jobs;

WHEREAS, as a result of the Pandemic cities have been called on to respond to the needs of their communities through the prevention, treatment, and vaccination of COVID-19.

WHEREAS, city revenues, businesses and nonprofits in the city have faced economic impacts due to the Pandemic.

WHEREAS, Congress adopted the American Rescue Plan Act in March 2021 (“ARPA”) which included \$65 billion in recovery funds for cities across the country.

WHEREAS, ARPA funds are intended to provide support to state, local, and tribal governments in responding to the impact of COVID-19 and in their efforts to contain COVID-19 in their communities, residents, and businesses.

WHEREAS, \$249,077 has been allocated to the City of Crosslake (“City”) pursuant to the ARPA (“Allocation”).

WHEREAS, the United States Department of Treasury has adopted guidance regarding the use of ARPA funds.

WHEREAS, the City, in response to the Pandemic, has had expenditures and anticipates future expenditures consistent with the Department of Treasury’s ARPA guidance.

WHEREAS, the State of Minnesota will distribute ARPA funds to the City because its population is less than 50,000.

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

1. The City intends to collect its share of ARPA funds from the State of Minnesota to use in a manner consistent with the Department of Treasury’s guidance.
2. City staff, together with the Mayor and the City Administrator are hereby authorized to take any actions necessary to receive the City’s share of ARPA funds from the State of Minnesota for expenses incurred because of the Pandemic.

3. City staff, together with the Mayor and the City Administrator are hereby authorized to make recommendations to the City Council for future expenditures that may be reimbursed with ARPA funds.

Adopted by the City Council of Crosslake, Minnesota this 9th day of August, 2021.



David Nevin, Mayor

Attested:



Charlene Nelson, City Clerk

**CITY OF CROSSLAKE
RESOLUTION NO. 21-23**

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 Norway Trail, formerly Island Avenue, as depicted in the plat of Daggett Bay, lying easterly of the following described line: beginning at the northeast corner of Lot 22, Daggett Bay; thence North 00 degrees 31 minutes 51 seconds East 33.00 feet to the north line of said Norway Trail, and there terminating; bearings based on the north line of said Lot 22 having an assumed bearing of North 89 degrees 28 minutes 09 seconds West.

SUBJECT, however, to a conservation easement retained by the City that prohibits any private improvements or clearing over the Easterly 75 feet of that portion to be vacated. Removal of dead trees shall be allowed but the intent is to keep this area in its natural state.

Dated at Crosslake, Minnesota, this 9th day of August, 2021.

CITY OF CROSSLAKE, MINNESOTA

By 

Dave Nevin, Mayor

ATTEST:



Charlene Nelson, City Clerk

**CITY OF CROSSLAKE
RESOLUTION NO. 21-24**

**RESOLUTION IN SUPPORT OF APPLYING FOR
\$10,000 SOURCEWELL – COMMUNITY MATCH FUNDS GRANT**

WHEREAS, Sourcewell exists for one reason: to help government, education, and nonprofits work more efficiently; and

WHEREAS, the City of Crosslake has been a participating agency with Sourcewell (formerly National Joint Powers Alliance) since 2010; and

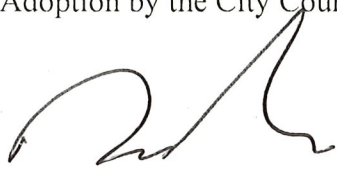
WHEREAS, Sourcewell allows cities to apply for one Community Match Fund grant of \$10,000 each fiscal year; and

WHEREAS, the remodeled Fire Station is in need of Audio-Visual Equipment and Network at an estimated cost of \$34,000; and

WHEREAS, the Council has approved \$20,000 in the construction budget for Audio-Visual Equipment.

NOW, THEREFORE, BE IT RESOLVED, that the Crosslake City Council is in full support of the Crosslake Fire Department applying for a \$10,000 Community Match Funds Grant from Sourcewell to be used towards the purchase of Audio-Visual Equipment and Network.

Adoption by the City Council of the City of Crosslake this 9th day August, 2021.



David Nevin, Mayor



Michael R. Lyonais, City Administrator

Community Match Funds Application

2021-2022

Organization information

Entity name: City of Crosslake - Fire Department

Physical address: 37028 County Road 66 - Crosslake, MN 56442

Mailing address: 13888 Daggett Bay Road - Crosslake, MN 56442

Project point of contact name: Chip Lohmiller

Email: chief1@crosslake.net

Telephone: 218-692-2688 / 612-868-6744

Authorized signer of legal agreement name: Mike Lyonais

Email: mlyonais@crosslake.net

Project information

Please provide the following information specific to the proposed project:

1. **Project title:** Fire Department A/V - EOC/Training Room
2. **Amount of Match Funding requested:** \$10,000
3. **Describe the project (2,500-character max).**

The City of Crosslake - Fire Department is working on upgrading the Fire Department EOC (Emergency Operations Center) / Training Room to better fit the needs of the Fire Department, the City, and the Crow Wing County Emergency Management Division. These upgrades include network equipment, LED TV, ceiling speakers, receiver, wireless microphone, network mixer, control processor, network switch, and routers.

The Crosslake Fire Department has just completed a 2 million dollar renovation to our existing Fire Station. In the process, the City of Crosslake was able to update the facility to prepare for future growth and the health and wellness of our firefighter membership. However, with the renovation, funding was not available to complete the AV - technology in the EOC/Training Room.

With the renovation design, the City of Crosslake now has a dedicated EOC/Training Room for the Fire Department. This room can be used as a command center during any local disasters by the City, County, State, and Federal Resources if needed. In addition, the room will be used by the Fire Department for training purposes as well as for community outreach programs including Fire and Life Safety Education, CPR/AED training.

4. It is the core purpose of Sourcewell to enrich the lives in our 5-county community. How does your application promote this core purpose?

This project will help fund a northern EOC for Crow Wing County. This facility will also be available for the use by any regional public safety organization.

5. Provide a proposed project timeline with action steps.

The project is on hold until funding is available. The Crosslake Fire Department would like to utilize the training room in the near future for classroom training as well as community outreach programs. The City of Crosslake is in the process of becoming a Heart Safe Community and will be scheduling many community CPR/AED classes in the fall of 2021.

6. Please state whether you plan to pool your award to fund a joint project with another Community Match Funds applicant, and if so, provide the name and contact information for the other applicant.

NA

Budget information

Complete the table below to explain, **in detail**, the annual costs related to the project and the source of funds proposed to cover that cost, remember there is a **1:1 required match**. Insert additional lines to identify, **with specificity**, other costs related to the project. Sourcewell staff may contact you for additional information regarding your budget if more detail is required.

Revenue Sources (not including in-kind)

Entity	Amount
1. Sourcewell- CMF	\$ 10,000
2. City of Crosslake	20,000
3. Crosslake Fire Relief Association	4,000
4.	
Total	\$ 34,000

Expenditures/ Direct Costs	CMF Dollars	Other Sources
1. AV Equipment and Installation	10,000	24,000
2.		
3.		
4.		
5.		
6.		
Total	\$	
Total Project Budget		\$ 34,000

7. If Community Match Funds are approved, describe specifically how they will be used to support the project.

If awarded the Community Match Funds, the City of Crosslake can complete the AV project in the EOC/Training Room at the Crosslake Fire Station so it can be fully functional.

Public Purpose Checklist

1. Will the proposed project promote public health, safety, general welfare, security, prosperity, or the contentment of a community as a body?

☐ If No, **STOP**. Public expenditure is not authorized because the project will not further a public purpose.

☒ If Yes, identify which of these purposes will be furthered by the project and how, and continue to Step 2.

Promoting and offering Fire & Life Safety Education along with EMS Education to the Community of the City of Crosslake and the entire Region.

2. Will the proposed project primarily benefit the public and not private individuals or entities?

☐ If No, **STOP**. Public expenditure is not authorized for projects that primarily benefit private individuals or entities unless that benefit is only incidental to the project.

☒ If Yes, identify the population that will benefit from the proposed project, and continue to Step 3.

This project will benefit the public in our region. The Facility will be able to hold educational seminars to the community of Crosslake and our region.

3. If funds are received from Sourcewell, what program and/or services will your entity provide, please check below, and continue to Step 4:

- | | |
|---|--|
| <input type="checkbox"/> administrative services | <input type="checkbox"/> vocational rehabilitation |
| <input type="checkbox"/> curriculum development | <input type="checkbox"/> health, diagnostic, and child development services and centers |
| <input type="checkbox"/> data processing | <input type="checkbox"/> leadership or direction in early childhood and family education |
| <input type="checkbox"/> distance learning and other telecommunication services | <input checked="" type="checkbox"/> community services |
| <input type="checkbox"/> evaluation and research | <input type="checkbox"/> shared time programs |
| <input checked="" type="checkbox"/> staff development | <input type="checkbox"/> fiscal services and risk management programs, including health insurance programs providing reinsurance or stop loss coverage |
| <input type="checkbox"/> media and technology centers | <input type="checkbox"/> technology planning, training, and support services |
| <input type="checkbox"/> publication and dissemination of materials | <input checked="" type="checkbox"/> health and safety services |
| <input type="checkbox"/> pupil personnel services | <input type="checkbox"/> student academic challenges |
| <input checked="" type="checkbox"/> planning | <input type="checkbox"/> cooperative purchasing services |
| <input type="checkbox"/> secondary, postsecondary, community, adult, and adult vocational education | |
| <input type="checkbox"/> teaching and learning services, including services for students with special talents and special needs | |
| <input type="checkbox"/> employee personnel services | |

☐ If No, **STOP**. Funding cannot be awarded for projects that do not involve the programs and services outlined in the enabling statute.

4. Can the proposed project be implemented in a manner that ensures no conflicts of interest exist or any existing conflicts may be resolved?

☐ If No, **STOP**. Public expenditure is not authorized for any project that may involve conflicts of interest.

☒ If Yes, identify any conflicts of interest that have been resolved and how, and continue to Step 5.

No conflict of interest

5. Will the proposed project serve the best interests of Sourcewell and its five-county service area?

☐ If No, **STOP**. Public expenditure not authorized when it may conflict with the best interests of the entities involved.

☒ If Yes, describe how and continue to Step 6.

By funding this project the region will be able to use this facility if needed during a disaster as an EOC and can also be used for Life Safety and EMS Education.

6. Is the proposed project permitted under the laws, rules, or policies that govern the applicant entity(ies) and Sourcewell?

☐ If No, **STOP**. Public expenditure is not authorized when it may conflict with the laws, rules, or policies that govern the entities involved.

☒ If Yes, continue to Step 7.

7. Will Sourcewell and the collaborating entities be able to satisfy all terms, conditions, policies, procedures, and other requirements associated with the proposed project?

☐ If No, **STOP**. Public expenditure is not authorized for any project that will prevent the entities involved from complying with any associated requirements.

☒ If Yes, continue to Step 8.

8. Will the proposed project be implemented in a manner that ensures no public funds will be used to purchase or make a gift, donation, prize, or payment for dues to participate in a private organization?

☐ If No, **STOP**. Public expenditure is not authorized for these activities.

☒ If Yes, the proposed project serves a public purpose.

Certification

I certify that the information contained in this application and in any related attachments is true and correct to the best of my knowledge and belief, and that I have the authority to apply for Community Match Funds in the amount requested.

Finally, I certify that no funds awarded as a result of this application will be used to pay costs incurred prior to receipt of the award, or loans or reimbursement to individuals or businesses; or to fund political, religious activities, discriminatory, or illegal activities. In addition, if I am signing this application on behalf of a nonprofit, I certify that no funds awarded as a result of this application will be used to pay capital expenses.

Michael R. Lyonnais
Signature

MICHAEL R. LYONNAIS
Printed Name

CITY ADMINISTRATOR
Title

CITY OF CROSSLAKE
Entity

09- AUGUST- 2021
Date

CITY OF CROSSLAKE

RESOLUTION NO. 21-25

**RESOLUTION RECEIVING UPDATED SUPPLEMENTAL INFORMATION FOR THE
FEASIBILITY REPORT AND SETTING THE DATE FOR PUBLIC HEARING**

WHEREAS, pursuant to resolution of the council adopted September 9, 2019, a report has been prepared by Bolton & Menk with reference to proposed Improvement to extend the sanitary sewer collection system along CSAH 66 from the Crosslake City Hall to 400 ft north of the intersection of CSAH 16/66 and this report was originally received by the council on October 14, 2019, and updated with supplemental information on July 27, 2021, and

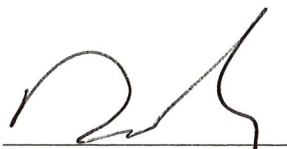
WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology 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 in accordance with the report and the assessment of abutting property for all or a portion of the cost of the sanitary and street improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$2,356,080.
2. A public hearing shall be held on such proposed improvement on the 22nd day of September 2021, in the council chambers of the city hall at 6:00 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the council this 9th day of August 2021.


Charlene Nelson, City Clerk


David Nevin, Mayor

**RESOLUTION NO. 21-26
CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA**

RESOLUTION RECEIVING FEASIBILITY REPORT UPDATE ON IMPROVEMENT

WHEREAS, pursuant to resolution of the council adopted November 12, 2020, a report was prepared by Widseth Smith Nolting and Associates, Inc. (Widseth) with reference to proposed Improvement No. 2021, was received by the council on January 4, 2021, and updated by Bolton & Menk with memo dated July 29, 2021, and

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, **supplemental update** 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 Wild Wind Ranch Drive** of **\$205,000.00**.
2. The council will consider the improvement of such streets in accordance with the report, supplemental update 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 Rushmoor Boulevard and Rushmoor Trail** of **\$215,000.00**.
3. PROJECT AREA #3 (HARBOR LANE) will not be considered for improvement at this time.
4. The council will consider the improvement of such streets in accordance with the report, **supplemental update** 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 Birch Narrows Road** of **\$286,100**.
5. The council will consider the improvement of such streets in accordance with the report, supplemental update which removes Cool Haven Lane from consideration 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 Whitefish Avenue, Hilltop Drive, Woodland Drive** of **\$456,700.00**.

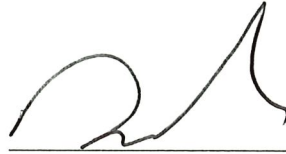
A public hearing shall be held on such proposed improvements on August 25, 2021 in the council

chambers of the city hall at 5:00PM CST and the clerk shall give mailed and published notice of such hearings and improvements as required by law,

Adopted by the council this 9th day of August 2021.



Charlene Nelson, City Clerk



David Nevin, Mayor