

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

The Crosslake City Council held the Regular Council Meeting on Monday, October 11, 2021 in City Hall. The following Council Members were present: Mayor Dave Nevin, Aaron Herzog, John Andrews, Dave Schrupp, and Marcia Seibert-Volz. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Zoning Administrator Jon Kolstad, Police Chief Erik Lee, Fire Chief Chip Lohmiller, Public Works Director Ted Strand, Park and Recreation Director TJ Graumann, City Engineer Phil Martin, and City Attorney Brad Person. Echo Journal Reporter Nancy Vogt attended via Zoom. There were approximately thirty 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. MOTION 10R-01-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. PUBLIC FORUM – None.

C. CONSENT CALENDAR – Marcia Seibert-Volz asked that items 6. Revised Draft Month End Revenue Report dated August 2021, 7. Revised Draft Month End Expenditures Report dated August 2021 and 8. Revised Draft Balance Sheet dated August 2021 be pulled from the consent calendar. MOTION 10R-02-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Special Council Meeting Minutes of September 3, 2021
2. Special Joint Council Meeting with Public Works Commission Minutes of September 7, 2021
3. Budget Workshop Minutes of September 9, 2021
4. Regular Council Meeting Minutes of September 13, 2021
5. Public Hearing Minutes of September 22, 2021
6. *Removed*
7. *Removed*
8. *Removed*
9. Draft Month End Revenues Report dated September 2021
10. Draft Month End Expenditures Report dated September 2021
11. Draft Balance Sheet dated September 2021
12. City Hall Construction Project Costs of 9/30/2021
13. Fire Hall Construction Project Costs of 9/30/2021
14. Police Report for Crosslake – September 2021
15. Police Report for Mission Township – September 2021
16. Fire Department Report – September 2021
17. North Memorial Ambulance Run Reports – September 2021
18. Public Safety Commission Meeting Minutes from March 2021 to September 2021
19. Planning and Zoning Monthly Statistics

20. Planning and Zoning Commission Meeting Minutes of August 27, 2021
 21. Crosslake Parks, Recreation and Library Monthly Report
 22. Crosslake Parks, Recreation and Library Commission Meeting Minutes of 8/25/21
 23. EDA Meeting Minutes of June 2, 2021 and August 11, 2021
 24. Waste Partners Recycling Report for August 2021
 25. Resolution No. 21-30 Regarding Unpaid Sewer Charges
 26. Memo dated October 4, 2021 from City Clerk Re: Repurchase Cemetery Lot
 27. Bills for Approval in the Amount of \$56,330.86
 28. Additional Bills for Approval in the Amount of \$5,741.51
- MOTION CARRIED WITH ALL AYES.

D. CRITICAL ISSUES

1. Judy Stieve of the Crosslake Garden Club requested permission to place a Mitten Tree inside the Community Center beginning November 1st. The tree will be a place for community members to donate hats and mittens for the children in need at the Crosslake Community School. MOTION 10R-03-21 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO ALLOW THE GARDEN CLUB TO PLACE A MITTEN TREE INSIDE THE COMMUNITY CENTER FOR THE COLLECTION OF DONATED HATS AND MITTENS FOR SCHOOL CHILDREN. MOTION CARRIED WITH ALL AYES.
2. Alden Hardwick of the Park and Library Foundation gave an update on the pickleball shade feature that was completed by volunteers and paid for with donated funds. Mr. Hardwick stated that PAL would like to fund the replacement of playground equipment. The first piece to be replaced is the small tube slide that was installed in 1999. The deadline for a grant that would cover 42% of the cost is November 1. The equipment would be installed in the spring. MOTION 10R-04-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO ACCEPT DONATION OF \$40,438.53 FROM PAL TO BE USED FOR THE PURCHASE OF PLAYGROUND EQUIPMENT. MOTION CARRIED WITH ALL AYES.

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Mayor Nevin reported that Minnesota State Representative Dale Lueck, who represents Crosslake at the state legislature, was selected as a League of Minnesota Cities Legislator of Distinction for 2021, for his actions and leadership on a wide variety of legislative issues of importance to cities across our state. Mayor Nevin congratulated Mr. Lueck.
2. The Council reviewed an ordinance amendment changing regular meetings from once per month to twice per month. John Andrews suggested that if two meetings are necessary, that one of them be held during the day. Dave Schrupp questioned what they would talk about during two meetings. Marcia Seibert -Volz stated that the change was suggested because they have had so many special meetings. Aaron Herzog stated that he would prefer to have one meeting per month, but would attend two if necessary. MOTION 10R-05-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO APPROVE ORDINANCE AMENDING THE NUMBER OF REGULAR COUNCIL MEETINGS FROM ONE TO TWO PER MONTH. MOTION FAILED 2-3 WITH HERZOG, SCHRUPP AND ANDREWS OPPOSED.

3. The Council discussed the use of Zoom during Council Meetings and how often the Council Members should be allowed to participate via Zoom. Dave Nevin stated that he thinks it is important to be physically present at meetings. Aaron Herzog stated that if the Council were to change attendance rules, the new requirement should not take place until after the next election. Marcia Seibert-Volz stated that the City does not need to notify candidates that they need to be here and noted that members can miss a meeting for health reasons. Dave Nevin stated that he spoke with six area mayors and they all said no to Zoom. Marcia Seibert-Volz stated that she tends to forget that the others are present if they attend via Zoom. John Andrews stated that the Council should want as many members involved in discussions and decisions as possible. MOTION 10R-06-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO TABLE ACTION ON THIS MATTER AND TO DIRECT CITY ATTORNEY BRAD PERSON TO RESEARCH STATE LAW REGARDING ZOOM AND COUNCIL ATTENDANCE. MOTION CARRIED WITH ALL AYES.
4. MOTION 10R-07-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JOHN ANDREWS TO APPROVE RESOLUTION NO. 21-31 ACCEPTING DONATIONS FROM PAL FOUNDATION IN THE AMOUNT OF \$569.86 FOR PICKLEBALL UMBRELLAS, FROM PAL FOUNDATION IN THE AMOUNT OF \$128.00 FOR BRIDGE CLUB ROOM RENTAL, FROM JOHN AND VIRGINIA MILLER IN THE AMOUNT OF \$50.00 FOR THE LIBRARY, FROM MARTY HOFFMAN IN THE AMOUNT OF \$27.00 FOR CART TOURS AND FROM PHYLLIS FAHEY IN THE AMOUNT OF \$25.00 FOR CART TOURS. MOTION CARRIED WITH ALL AYES.
5. MOTION 10R-08-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPOINT JAYME KNAPP TO THE PUBLIC SAFETY COMMISSION. MOTION CARRIED WITH ALL AYES.
6. Attorney Person reported that he contacted Hytec regarding the unfinished issues at City Hall, including sign, doors, and screens, and stated that he was told that the sign and landscaping were not part of the contract. Char Nelson reported that several visitors to City Hall have complained that the handicapped parking is at the end of the parking lot and not in front of the door. A discussion ensued regarding how to get Hytec to finish the City Hall project. MOTION 10R-09-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO DIRECT THE CITY ATTORNEY TO CONTACT HYTEC AND TELL THEM THEY HAVE 7 DAYS TO COMPLETE THE PROJECT OR LEGAL ACTION WILL BEGIN. MOTION CARRIED WITH ALL AYES.

F. CITY ADMINISTRATOR'S REPORT

1. Harlan Johnson of Harlan V. Johnson Agency, Inc. presented health insurance renewal plans, noting that the Council had until tomorrow to decide which plan to accept. Mr. Johnsons stated that the plans with higher deductibles did not provide the same level of benefits, which is a negotiated item with the unions. Mr. Johnson explained that the renewal for the current plan has a 3% increase in premium and that this is the best option

for the City. If the Council did not want to renew the current plan, Mr. Johnson could acquire more bids. Dave Schrupp stated that a 3% increase is acceptable. John Andrews noted that only 16 employees are covered by insurance and that they should stay in a cooperative pool to get the best rates. MOTION 10R-10-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE CITY OF CROSSLAKE GROUP HEALTH PLAN RENEWAL THROUGH MINNESOTA HEALTHCARE CONSORTIUM POOL WITH A 3% INCREASE. Marcia Seibert-Volz noted that the carrier next year changes to Medica instead of Blue Cross and noted that was a change that the unions did not approve. Harlan Johnson replied that the level of benefits was the same with both companies. MOTION CARRIED WITH ALL AYES.

2. Mike Lyonais and County Engineer Tim Bray presented an update on Transportation Alternatives Program Grant. Tim Bray stated that the grant will not be awarded until spring 2022 and that the federal government will not release the funds until 2026, however, the City and County can front the cost of the proposed projects and get refunded in 2026. The estimated total cost of the pedestrian mobility improvements is \$900,000. Grant funds would be approximately \$505,000 and the County and City would split the cost of the remaining \$395,000. If the City approves the letter of intent tonight, Tim Bray will request that the County Board approve a resolution to be the sponsoring agency for the application at their Board Meeting tomorrow. MOTION 10R-11-21 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO AUTHORIZE CITY STAFF TO SUBMIT LETTER OF INTENT FOR TRANSPORTATION ALTERNATIVES FUNDING FOR FISCAL YEAR 2026. MOTION CARRIED WITH ALL AYES.
3. MOTION 10R-12-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO AUTHORIZE STAFF TO EXECUTE THE AGREEMENT FOR CONSULTING SERVICES WITH USI CONSULTING GROUP INC TO PERFORM GASB 75 COMPUTATIONS AND RELATED FINANCIAL STATEMENT DISCLOSURES AT AN APPROXIMATE COST OF \$3,900. MOTION CARRIED WITH ALL AYES.

G. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. Included in the packet for Council information was a summary of recommendations from the Public Safety Commission to the City Council.
- b. Bob Heales presented the proposed Public Safety Commission ordinance, function and guidelines which incorporated the existing ordinance. Dave Schrupp suggested that duties 4 and 5 regarding employment be removed because those are Personnel Committee duties. Dave Nevin stated that the proposed duties are specific to Public Safety. A lengthy discussion ensued regarding the duties of the commission and whether the commission can conduct closed meetings. MOTION 10R-13-21 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO TABLE ACTION ON THIS ITEM AND TO DIRECT THE PUBLIC SAFETY

COMMISSION TO CHANGE THE FUNCTION AND GUIDELINES AS SUGGESTED. MOTION CARRIED WITH ALL AYES.

- c. Erik Lee presented a recommendation to move Jake Maier from Interim Sergeant to permanent Sergeant, with a six-month probation period. Marcia Seibert-Volz suggested that no changes be made until negotiations are completed because there is a "status quo" order in place. Mike Lyonais replied that the "status quo" order does not include filling positions and suggested that Council ask Labor Attorney Durbin for clarification when they meet with her tomorrow. MOTION 10R-14-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO TABLE ACTION UNTIL NEXT MONTH. MOTION FAILED 2-2 WITH ANDREWS AND SCHRUPP OPPOSED AND HERZOG ABSTAINING.

MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE MOVING JAKE MAIER FROM INTERIM SERGEANT TO PERMANENT SERGEANT PENDING DISCUSSION WITH LABOR ATTORNEY TOMORROW. Dave Nevin asked what the starting salary would be for Mr. Maier and Erik Lee replied that he would bring a recommendation to the Council next month. SCHRUPP AND ANDREWS WITHDREW THEIR MOTION.

MOTION 10R-15-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO TABLE ACTION UNTIL NEXT MONTH. MOTION CARRIED WITH ALL AYES.

- d. MOTION 10R-16-21 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO MOVE PART-TIME OFFICER CODY HAINES TO PERMANENT FULL-TIME STATUS AT STARTING WAGE, WITH A SIX-MONTH PROBATION PERIOD EFFECTIVE IMMEDIATELY. MOTION CARRIED WITH ALL AYES.
- e. Erik Lee requested permission to order a 2022 Ford SUV Police Interceptor from Tenvoorde Ford at a cost of \$34,184.38. The cost is for the basic car, no accessories. The cost is included in the 2022 budget and will replace the 2017 Ford SUV. Delivery is estimated at 20 weeks. Erik Lee stated that Planning and Zoning has requested that the 2017 squad be kept in the City for staff use. Jon Kolstad currently uses his own vehicle for inspections and receives mileage reimbursement at IRS rate of \$0.56 per mile. Marcia Seibert-Volz asked if it were more cost effective for the City to continue paying mileage or to keep the vehicle. Jon Kolstad stated that the mileage reimbursement is not sufficient to cover mileage as well as maintenance and repairs to his vehicle. John Andrews and Dave Schrupp were in favor of keeping the vehicle for staff use. Mike Lyonais stated that the vehicle could be used by multiple departments. MOTION 10R-17-21 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE PURCHASE OF 2022 FORD SUV POLICE INTERCEPTOR FROM TENVOORDE FORD AT A COST OF \$34,184.38 AND TO TRANSFER THE 2017 FORD SUV TO THE PLANNING AND ZONING DEPARTMENT. MOTION CARRIED WITH ALL AYES.

Marcia Seibert-Volz asked where the Planning and Zoning vehicle would be housed. Erik Lee replied that in the past, the Planning and Zoning vehicle has been stored outside and that this vehicle is able to be plugged in during the winter.

Erik Lee reported that the Chili Cookoff was a success and that Cindy Myogeto of the Chamber won the cooler that was raffled off.

Dave Nevin thanked the Public Safety Commission for their effort in getting the crosswalk lights installed.

- f. Chip Lohmiller reported that there is poor radio reception in the remodeled firehall and ambulance quarters and requested approval for new antenna. MOTION 10R-18-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE PURCHASE OF ANTENNA FROM GRANITE ELECTRONICS FOR THE FIREHALL AT A COST OF \$16,455.57. MOTION CARRIED WITH ALL AYES.
- g. MOTION 10R-19-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE 2021 FEE SCHEDULE FOR TRAINING TOWER/FACILITY USE AND OPERATIONS MANUAL FOR THE CROSSLAKE FIRE DEPARTMENT. MOTION CARRIED WITH ALL AYES.
- h. Erik Lee reported that the Public Safety Commission discussed “no parking zones” near commercial areas with blind street and driveway entries. Erik Lee spoke with the County Highway Department regarding the street parking at 14 Lakes Brewery and they agreed to paint the road if Council requests. MOTION 10R-20-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO REQUEST THAT THE COUNTY HIGHWAY DEPARTMENT PAINT YELLOW CURB FOR “NO PARKING ZONE” FROM 100’ SOUTH OF THE LAKEPLACE.COM BUILDING TO THE CORNER OF DAGGETT BAY ROAD AND 100’ NORTH OF DAGGETT BAY ROAD ALONG THE EAST SIDE OF COUNTY ROAD 66. Dave Nevin noted that the Commission will be looking at other areas to mark as “no parking zones”. MOTION CARRIED WITH ALL AYES.
- i. MOTION 10R-21-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE THE REPLACEMENT OF GREEN CITY HALL DIRECTIONAL SIGNS WITH GREEN CITY HALL AND POLICE DEPARTMENT DIRECTIONAL SIGNS ON COUNTY ROAD 66 NORTH AND SOUTH OF DAGGETT BAY ROAD. MOTION CARRIED WITH ALL AYES.

2. PUBLIC WORKS/CEMETERY/SEWER

- a. Included in the packet for Council information was a summary of recommendations from the Public Works Commission to the City Council.
- b. MOTION 10R-22-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE RESOLUTION NO. 21-32 ORDERING THE

IMPROVEMENT AND PREPARATION OF PLANS FOR THE SEWER
EXTENSION PROJECT. MOTION CARRIED WITH ALL AYES.

- c. MOTION 10R-23-21 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FEE AMENDMENT FOR BOLTON & MENK FOR THE CSAH 66 SANITARY SEWER AND STORMWATER QUALITY IMPROVEMENTS IN THE AMOUNT OF \$12,530. MOTION CARRIED WITH ALL AYES.
- d. The Council reviewed bids for clarifier improvements. The estimated cost for construction was \$550,000 and the lowest bid came in at \$447,600 from Rice Lake Construction Group of Deerwood, MN, which specializes in water and wastewater treatment facility projects. The cost for engineering is estimated at \$91,110. Bolton & Menk recommends that a five percent contingency be included in any final budget to cover unforeseen changes. The estimated total for construction, engineering and contingency is \$565,710. MOTION 10R-24-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO ACCEPT LOW BID FOR CLARIFIER PROJECT FROM RICE LAKE CONSTRUCTION GROUP IN THE AMOUNT OF \$447,600. Phil Martin stated that work will begin this winter and finish next spring. MOTION CARRIED WITH ALL AYES.

MOTION 10R-25-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO DIRECT CITY ADMINISTRATOR TO OBTAIN BONDING INFORMATION TO PAY FOR PROJECT. MOTION CARRIED WITH ALL AYES.

- e. MOTION 10R-26-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO DIRECT CITY ENGINEER TO DRAFT LETTERS TO PROPERTY OWNERS ALONG SEWER EXTENSION PROJECT AND ALONG 2022 ROAD PROJECTS REGARDING UPDATE ON THE PROJECTS. MOTION CARRIED WITH ALL AYES.
- f. Ted Strand requested that the time of the Public Works Commission meetings change from 4:00 P.M. to earlier in the day. Mr. Strand discussed this with the Commission at their last meeting and no decision was made. Public Works Commissioner Tom Swenson addressed the Council and stated that the commission could discuss the issue again at their next meeting. Tom Swenson wondered who would be taking the minutes at the Public Works meetings. Mr. Swenson thought that the City Clerk was tasked with taking those minutes but was told at the last Public Works meeting that the clerk was only taking minutes when the meetings were held jointly with the City Council. Mr. Swenson stated that the City is spending millions of dollars on projects and that there should be accurate minutes taken at the Public Works meetings where these projects are discussed at length. MOTION 10R-27-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY DAVE NEVIN TO DIRECT CITY CLERK TO TAKE MINUTES OF PUBLIC WORKS MEETINGS. Dave Schrupp suggested that the Council consider hiring administrative employee who can assist with extra work in all departments. Marcia Seibert-Volz stated that the clerk

was taking the minutes before and should still be able to take them. Char Nelson agreed that it is important to have accurate minutes and asked what tasks the Council would want her to stop doing in order to have time to attend meetings and take minutes. Ted Strand stated that he could try to get them done, but that he is very busy. MOTION FAILED 2-3 WITH HERZOG, SCHRUPP AND ANDREWS OPPOSED.

MOTION 10R-28-21 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO DIRECT CITY CLERK, PUBLIC WORKS DIRECTOR AND CITY ADMINISTRATOR TO DISCUSS AND DETERMINE WHO WILL TAKE MINUTES FOR PUBLIC WORKS MEETINGS. MOTION CARRIED WITH ALL AYES.

Ted Strand reported that the Public Works building will be paid off on April 30, 2023. The County and City need to make plans on whether a lease will continue or if one of the entities will buy out the other for the building. Mike Lyonais noted that both the County and City will need more room.

3. PLANNING AND ZONING

- a. MOTION 010R-29-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE FINAL PLAT NAMED THE WOODS AT 36448 PINE BAY ROAD AND 36308 PINE BAY CIRCLE INVOLVING 29.5 ACRES AND CREATING 13 TRACTS. Jon Kolstad stated that there were a few minor changes to the covenant and that the road is being built to City standards. MOTION CARRIED WITH ALL AYES.
- b. MOTION 010R-30-21 WAS MADE BY DAVE NEVIN AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE PRELIMINARY PLAT NAMED WOODYS TALL PINES OFF OF ROBERT STREET, SUBDIVIDING PARCEL #14170559 INVOLVING 7.93 ACRES INTO 7 TRACTS. Jon Kolstad stated that this would be a private road and the application meets all requirements. MOTION CARRIED WITH ALL AYES.
- c. MOTION 010R-31-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE FINAL PLAT NAMED WOODYS TALL PINES. Jon Kolstad stated that the park dedication fee has been paid. MOTION CARRIED WITH ALL AYES.
- d. MOTION 010R-32-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO ACCEPT CASH IN LIEU OF LAND FOR THE 7 NEW TRACTS IN THE WOODYS TALL PINES SUBDIVISION IN THE AMOUNT OF \$10,500. MOTION CARRIED WITH ALL AYES.
- e. MOTION 010R-33-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JOHN ANDREWS TO APPROVE THE PRELIMINARY PLAT NAMED FAWN LAKE PARK FIRST ADDITION OFF OF FAWN LAKE ROAD, SUBDIVIDING PARCEL #14320738 INVOLVING 33.7 ACRES INTO 20

TRACTS. Jon Kolstad noted that three private roads would be built in the subdivision. MOTION CARRIED WITH ALL AYES.

- f. MOTION 10R-34-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE ORDINANCE NO. 372 NAMING UNNAMED ROADS AS EAST RAVENWOOD DRIVE, WEST RAVENWOOD DRIVE, AND WHITEHAWK TRAIL IN FAWN LAKE PARK FIRST ADDITION AND ADDING THE ROAD NAMES TO THE MASTER ROAD NAME INDEX. MOTION CARRIED WITH ALL AYES.
- g. MOTION 10R-35-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE PUBLICATION OF ORDINANCE NO. 372 IN SUMMARY FORM IN THE OFFICIAL NEWSPAPERS. MOTION CARRIED WITH ALL AYES.
- h. MOTION 010R-36-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE FINAL PLAT NAMED FAWN LAKE PARK FIRST ADDITION. Jon Kolstad stated that the park dedication fee has been paid. MOTION CARRIED WITH ALL AYES.
- i. Jon Kolstad presented an application for the preliminary re-plat of Carabau Pointe First Addition. The four owners on this point want to reduce the five existing parcels into four. Mr. Kolstad stated that this property was the location of a resort long ago and that he is not aware of any other plats similar to this in the City. Attorney Person noted that the houses are already there and that no new density will be allowed. MOTION 10R-37-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE PRELIMINARY REPLAT OF CARABAU POINTE FIRST ADDITION LOCATED AT THE END OF EAST SHORE BOULEVARD. MOTION CARRIED WITH ALL AYES.
- j. MOTION 10R-38-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE THE FINAL REPLAT OF CARABAU POINTE FIRST ADDITION. Jon Kolstad noted that no park dedication was required because this is an existing plat. MOTION CARRIED WITH ALL AYES.
- k. Jon Kolstad reviewed the proposed changes to the Land Use Ordinance. The Planning and Zoning Commission recommended Council approval of the changes at their meeting of September 24, 2021. The revisions were published for public comments and posted on the City website on July 22, 2021. The comment period closed on August 27, 2021. A total of 3 comments were received. The proposed changes are as follows:

2021 Changes

Chapter 26 Land Use Ordinance

Article 10 Land Use Classification List

- Land Use Table
 - Add "accessory structures > 2500 sq ft in residential districts require CUP

- Strike out 'Commercial Storage building/Storage Unit Rental Structures >600 sq ft in residential district'
- Add 'Event Center' CUP in all commercial districts and parcels >5 acres outside of shoreland.

Article 26 Parking and Off-Street Loading Standards

- Add Event Center parking requirements

Article 36 Accessory Structure Standards

- Sec 26-960 Accessory Structures – Residential Districts
 - (1) Restrict building height to 24-ft on lots 2 acres or less
 - (1) Restrict wall height to 12-ft on accessory structures
 - (2) restrict building height to 24-ft on lots greater than 2 acres and less than 4 acres to 24-ft
 - (2) restrict wall height to 14-ft high on accessory structures
 - (3) require a CUP on accessory structures larger than 2500 sq ft

Article 43 Definitions

- Define Event Center

Jon Kolstad noted that the most controversial change was the maximum wall height of accessory structures. Approximately 24 property owners pulled permits for accessory structures prior to this date to avoid having to follow the new ordinance. Jon Kolstad stated that the new height limit of 12' was not high enough for boats and campers, however, property owners could apply for a variance. Dave Nevin stated that he has received many complaints about the change to wall height. MOTION WAS MADE BY DAVE NEVIN TO TABLE CHANGES TO SEC. 26-960 ACCESSORY STRUCTURES AND APPROVE THE REMAINDER OF THE ORDINANCE AMENDMENT. Motion died for lack of a second.

MOTION 10R-39-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE ORDINANCE NO. 373 LAND USE AS RECOMMENDED BY THE PLANNING AND ZONING COMMISSION AND AS PRESENTED. MOTION CARRIED 4-1 WITH NEVIN OPPOSED.

- l. MOTION 10R-40-21 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE PUBLICATION OF ORDINANCE NO. 373 IN SUMMARY FORM IN THE OFFICIAL NEWSPAPERS. MOTION CARRIED WITH ALL AYES.
- m. MOTION 10R-41-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY DAVE SCHRUPP TO APPROVE ORDINANCE NO. 374 TERMINATING ANY MORATORIUM ON NON-RESIDENTIAL USES WITHIN THE SD AND RRS ZONING DISTRICTS. MOTION CARRIED WITH ALL AYES.
- n. Jon Kolstad reported that Crow Wing County will be terminating their agreement with all cities to approve septic designs and to inspect septic installations as of December 31, 2021. The Council could let the County take over permitting all septic

installations for the City, however, that process could take longer than Crosslake property owners are used to or the City could contract with person to review the designs. The person reviewing the designs for the County now charges \$210 each. The City's septic permit is \$250, which would need to be increased if there is additional fee for review process. MOTION 10R-42-21 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY AARON HERZOG TO LET THE COUNTY TAKE OVER SEPTIC PERMITTING FOR THE CITY. Dave Nevin stated that he would like to look at options before making a decision. MOTION FAILED 2-3 WITH NEVIN, SCHRUPP AND ANDREWS OPPOSED.

MOTION 10R-43-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO DIRECT THE PLANNING AND ZONING COMMISSION TO REVIEW OPTIONS AND MAKE RECOMMENDATION TO THE COUNCIL. MOTION CARRIED 4-1 WITH SEIBERT-VOLZ OPPOSED.

H. PUBLIC FORUM – Gary Johnson of 14086 Tall Timbers Trail asked for the status of crosswalk improvements at the entrance to Old Log Landing on County Road 66, noting that this crosswalk is used heavily in the summer and hoping that the speed in this area could be reduced. County Engineer Tim Bray stated that MN DOT is still in the process of completing a speed study on County Road 66 and that if the speed remains at 45 mph, a flashing crosswalk sign would not be allowed.

I. CITY ATTORNEY REPORT - Attorney Person reported that he spoke with David Webster of 12253 Whitefish Avenue regarding the shed he owns that is in the public right of way. Mr. Webster told Attorney Person that he is waiting for the surveyor to come and mark his property so that he knows where the shed can be moved to. Jon Kolstad stated that the property owner has until October 31st to move the shed or that fines of \$75 per day will begin on November 1st.

J. NEW BUSINESS – None.

K. OLD BUSINESS – None.

L. ADJOURN – MOTION 10R-44-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO ADJOURN THE MEETING AT 10:09 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
City Clerk

RESOLUTION NO. 21-30

CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

RESOLUTION REGARDING UNPAID SEWER CHARGES

WHEREAS, Minnesota Statute Section 444.075 subd. 3 provides that municipalities may make the charges for connection to sewer facilities and the use charges for such sewer facilities a charge against the owner, lessee, occupant of the property, and may provide a covenant for certifying unpaid charges to the County Auditor with taxes against the property served for collection as other taxes are collected; and

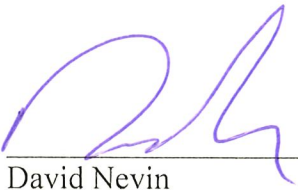
WHEREAS, the City of Crosslake City Code, Chapter 50 Section 50-624 provides that each and every sewer service charge levied by and pursuant to this Chapter is hereby made a lien upon the lot or premises served, and all such charges which are on May 15th or October 15th of each year past due and delinquent, shall be certified to the County Auditor as taxes or assessments on the real estate; and

WHEREAS, as of **October 15, 2021**, the following sewer charges were past due and delinquent:

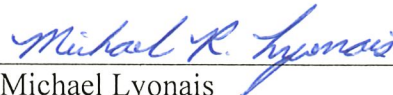
<u>TAX PAYER NAME</u>	<u>REAL ESTATE CODE</u>	<u>AMOUNT</u>
William Johnson	14160520	<u>899.00</u>
	Total	\$899.00

THEREFORE, BE IT RESOLVED that the City of Crosslake City Council hereby certifies as delinquent the following sewer service charges as of **October 15, 2021**, as taxes or assessments on the real estate identified above:

Adopted by the Crosslake City Council this 11th day of October 2021.



David Nevin
Mayor



Michael Lyonais
City Administrator

BILLS FOR APPROVAL
October 11, 2021

VENDORS	DEPT		AMOUNT
Ace Hardware, marking flags	Park		4.59
Ace Hardware, critter poison	Cemetery		1.49
Ace Hardware, trufuel	Sewer		49.98
Ace Hardware, leather gloves	Park		17.99
Ace Hardware, pliers, hardware	PW		73.79
Ace Hardware, hair spray	Park		1.88
Ace Hardware, keys	Park		3.98
Ace Hardware, hanging strips	Park		11.99
Ace Hardware, wasp killer	Park		15.00
Ace Hardware, allen wrench	Park		23.99
Ace Hardware, tape measure	Sewer		31.99
Ace Hardware, rat traps, batteries	Sewer		87.96
Ace Hardware, crosswalk hardware	PW		20.90
Ace Hardware, tape, surge strip	Park		32.58
Ace Hardware, marking flags	Park		29.97
Ace Hardware, entry lock, shims	Park		72.57
Ace Hardware, hardware	Park		12.94
Ace Hardware, hardware	PW		67.14
Ace Hardware, hardware	PW		5.78
Ace Hardware, hardware	Sewer		46.24
Ace Hardware, poly bend supports	Sewer		8.98
Ace Hardware, hinge strap	Park		4.59
AT&T, cell phone and ipad charges	ALL		935.56
AW Research, water testing	Sewer		569.70
Baker & Taylor, books	Library		360.23
Birchdale Fire & Security, quarterly monitoring	PW		105.00
Blakeman Portable Toilets, toilet rental	Cemetery		78.92
Breen & Person, legal fees	ALL		1,259.50
Build All Lumber, lumber	PW		19.68
City of Crosslake, sewer utilities	ALL		156.00
Clean Team, october cleaning	ALL		4,381.25
Council #65, union dues	Gov't		329.96
Crosslake Communications, phone, fax, cable, internet	ALL		2,556.43
Crow Wing County, address assignments	Gov't		125.00
Crow Wing County Recorder, filing fees	PZ		184.00
CTC, web hosting	Gov't		10.00
CTC I. T., september 2021 i.t. labor billing	ALL		900.00
Culligan, cooler rental and water	ALL		184.70
Dacotah Paper, janitorial supplies	Park		478.18
DeLage Landen Financial Services, copier lease	Park		117.00
Delta Dental, dental insurance	ALL		1,588.10
East Side Oil Companies, filter recycling	PW		75.00
Elite Fence & Deck, gate repair	PW		1,555.00
Erik Lee, reimburse for chili cookoff	Police		64.96
Fire Instruction & Rescue, fire apparatus operator	Fire		650.00

Fire Instruction & Rescue, first due operation	Fire		650.00
Fire Safety USA, aluminum folding tank	Fire		1,795.00
Fortis, disability insurance	ALL		801.88
Forum Communications, meeting notice of 9/22	Sewer		53.30
Galls, uniform	Police		1,098.81
Grand Forks Fire Equipment, extrication gloves, flame gloves	Fire		2,041.27
Granite Electronics, pagers	Fire		936.00
Guardian Pest Solutions, pest control	ALL		77.60
Hawkins, chemicals	Sewer		1,393.77
Hawkins, chemicals	Sewer		1,406.11
Holiday Station, ice	Fire		13.14
Joe Chase, uniform reimbursement	PW		227.96
John Killen & Seiler, personnel matters, union negotiations	Gov't		1,360.00
Jon Kolstad, reimburse for uniform expense	PZ		295.94
Jon Kolstad, mileage reimbursement	PZ		171.92
Lakes Area Rental, saw rental	Park		147.00
League of MN Cities, fall forum	Council		49.00
Mastercard, Ace Hardware, bug spray	Gov't		8.15
Mastercard, Ace Hardware, spray paint	Park		34.32
Mastercard, Amazon, batteries	Park		91.48
Mastercard, Amazon, marking paint	Park		203.85
Mastercard, Amazon, pest control spray	Park		47.77
Mastercard, Best Buy, printer	Fire		326.13
Mastercard, Brainerd Tools, tires	PW		498.00
Mastercard, Chili cookoff expenses	Police		124.92
Mastercard, Costco, coffee	Gov't		10.99
Mastercard, Country Inn, lodging	Sewer	pd 9-22	895.40
Mastercard, Crown Awards, pickleball tournament	Park	pd 9-22	125.90
Mastercard, ESRI, arc gis software licenses	PZ		1,010.00
Mastercard, Louisiana expenses	Fire	pd 9-22	339.21
Mastercard, Louisiana expenses	Fire		279.86
Mastercard, Microsoft, monthly premium	Police		75.16
Mastercard, Moonlite Square, car washes	Police	pd 9-22	18.00
Mastercard, Office Max, white boards, tape	Park		112.97
Mastercard, POST, license	Police		92.24
Mastercard, Post Office, postage	Sewer		22.92
Mastercard, Reeds, water, pop	Gov't		12.50
Mastercard, Time, subscription	Library		25.00
Mastercard, Valvoline, oil change	Sewer		85.96
Menards, door	Park		241.00
Menards, air filters, posts	ALL		282.84
Metro Sales, copier lease	Police		45.37
Metro Sales, maintenance contract and copies	PZ/Admin		798.55
Midwest Machinery, tire repair	PW		116.21
Midwest Security and Fire, installation, fire monitoring	Fire		2,178.12
MN Dept of Labor & Industry, pressure vessel check	Park		10.00
MN Life, life insurance	ALL		370.60
MN NCPERS, life insurance	Gov't		112.00
MNPEA, union dues	ALL		273.00
MN State Fire Chiefs Assn, conference registration	Fire		375.00
Moonlite Square, premium fuel	Park		12.12

MR Sign, address number signs	PW		93.61
Napa, oil filters, spark plugs, oil	PW		84.74
NLES, soccer uniforms	Park		217.00
Northland Fire Protection, fire extinguishers	Police		219.60
Northland Press, public hearing 9/22	Sewer		110.50
Northland Press, meeting notice of 9/24	PZ		119.00
Pine River Area Sanitary District, biosolids treatment	Sewer		6,086.00
Planning and Zoning Commissioners, 3rd quarter meetings	PZ		1,365.00
Practice Sports, windscreens	Park		1,613.86
Premier Auto, rotate tires	PW		80.21
Premier Auto, oil change	Park		82.61
Premier Auto, brake repair	Police		603.70
Premier Auto, oil change	Police		87.66
Quadient Leasing, postage meter rental	Gov't		219.21
Quadient Postage Funding, fees	Gov't		39.00
Red River Flags, flags	Gov't		406.55
Shannons Auto Body, squad detail	Police		400.00
Simonson Lumber, shade feature	Park		2,853.67
Squad Pro, replace handle	Police		85.00
Streichers, ammo	Police		681.32
Streichers, uniform	Police		389.99
Teamsters, union dues	Police	pd 9-27	229.00
TJ Graumann, reimburse cost of window sealer	Park		17.16
TJ Graumann, mileage reimbursement	Park		56.22
TJ Graumann, reimburse for pickleball tournament supplies	Park		60.60
US Bank, copier lease	ALL		165.00
USA Bluebook, buffer pack, storage solution	Sewer		235.81
Waste Partners, trash removal	ALL		403.72
Xcel Energy, gas utilities	ALL		240.39
TOTAL			56,330.86

ACH PAYMENTS

Blue Cross Blue Shield, health insurance	Payroll	pd 10-1	25,794.50
Deferred Comp, employee deductions	Payroll	pd 9-13	610.00
Deferred Comp, employee deductions	Payroll	pd 9-27	610.00
Health Care Savings Plan, employee deductions	Payroll	pd 9-13	905.31
Health Care Savings Plan, employee deductions	Payroll	pd 9-27	823.49
IRS, payroll tax	Payroll	pd 9-13	7,844.33
IRS, payroll tax	Payroll	pd 9-27	8,653.67
IRS, payroll tax	Payroll	pd 10-4	4,306.15
MN Dept of Revenue, payroll tax	Payroll	pd 9-13	1,724.86
MN Dept of Revenue, payroll tax	Payroll	pd 9-27	1,880.41
MN Dept of Revenue, payroll tax	Payroll	pd 10-4	504.37
PERA, payroll deductions and benefits	Payroll	pd 9-13	8,511.33
PERA, payroll deductions and benefits	Payroll	pd 9-27	7,928.45
Sales Tax	ALL		

ADDITIONAL BILLS FOR APPROVAL
October 11, 2021

VENDORS	DEPT	AMOUNT
BCA, cjdn access fee	Police	150.00
Campion, Barrow & Associates, law enforcement testing	Police	440.00
Crow Wing County Highway Dept, fuel	ALL	2,603.45
Forum Communications, display ads	Police	120.70
Knife River, pickleball shade feature	Park	740.00
Mastercard, Office Max, toner	Admin	79.00
Neil Luzar, reimburse for fire prevention purchase	Fire	163.70
North Memorial Ambulance, september subsidy	Ambulance	1,100.00
Northland Press, meeting notice of 10/22	PZ	59.50
Premier Auto, oil change	Police	67.60
Premier Auto, oil change	Police	67.60
The Office Shop, copy paper	PZ/Admin	149.96
TOTAL		5,741.51

City of Crosslake

RESOLUTION 21-31

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	\$569.86	Pickleball Umbrellas
PAL Foundation	\$128.00	Bridge Club Room Rental
John and Virginia Miller	\$50.00	Library
Marty Hoffman	\$27.00	Cart Tours
Phyllis Fahey	\$25.00	Cart Tours

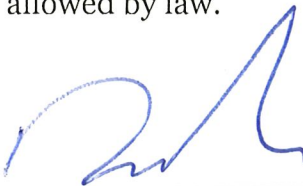
; and

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

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

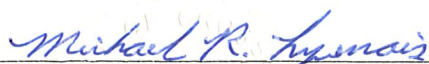
NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Crosslake that the donation(s) as described above are accepted as allowed by law.

Passed this 11th day of October, 2021.



David Nevin
Mayor

ATTEST:


Michael R. Lyonais
City Administrator
(SEAL)

**RESOLUTION NO. 21-32
CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA**

RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS

WHEREAS, a resolution of the city council adopted August 9, 2021, fixed a date for a council hearing on extending the sanitary sewer collection system and reconstructing CSAH 66 from approximately the Crosslake Fire Hall to 400 feet north of the intersection of CSAH 66 and CSAH 16, and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 22nd day of September 2021, at which all persons desiring to be heard were given an opportunity to be heard thereon,

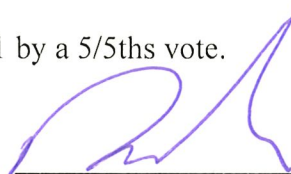
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF CROSSLAKE, MINNESOTA:

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed in the council resolution adopted 9th day of August 2021.
3. The City Council has reviewed the proposed capital improvement plan and its findings as to compliance of the proposed improvements with the comprehensive municipal plan.
4. Bolton & Menk is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvements.
5. The City Council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax-exempt bonds.

Adopted by the City Council this 11th day of October 2021 by a 5/5ths vote.



Charlene Nelson, City Clerk



David Nevin, Mayor