

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, OCTOBER 10, 2022
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, October 10, 2022 in City Hall. The following Council Members were present: Mayor Dave Nevin, John Andrews, Dave Schrupp, and Aaron Herzog. Marcia Seibert-Volz was absent. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Public Works Director Patrick Wehner, Zoning Administrator Pete Gansen, Police Chief Erik Lee, and City Engineer Phil Martin. Northland Press Reporter Paul Boblett and Echo Publishing Reporter Nancy Vogt attended via Zoom. There were approximately twenty-five audience members in City Hall and on Zoom.

A. CALL TO ORDER – Mayor Nevin called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. Mayor Nevin announced that Council Member Marcia Seibert-Volz and her husband were in a car accident and both were in the hospital. The Mayor read the list of additions to the agenda. MOTION 10R-01-22 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 – Charles Peitso of 12896 Rushmoor Blvd addressed the Council to discuss the drainage issues on his property since the road was reconstruction this summer. Assessment payments are due by October 28 to avoid interest and the Peitso's would like a resolution to their problems before they pay the assessment. MOTION 10R-02-22 WAS MADE BY DAVE NEVIN AND SECONDED BY JOHN ANDREWS TO DIRECT THE CITY ENGINEER TO WORK WITH THE PEITSO'S TO RESOLVE THE ISSUES AT THE CITY'S EXPENSE. MOTION CARRIED WITH ALL AYES.

Jayme Knapp of 37434 2nd Ave announced that he is running for Council and provided the Council and audience information about himself.

Cindy Myogeto of the Chamber thanked the Public Works Director and Police Chief for their help with Crosslake Days and said it was a successful weekend.

C. CONSENT CALENDAR – MOTION 10R-03-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Budget Workshop Meeting Minutes of August 29, 2022
2. Budget Workshop Meeting Minutes of September 7, 2022
3. Regular Council Meeting Minutes of September 12, 2022
4. Unadjusted Draft: 09.30.2022 Month End Revenue Report
5. Unadjusted Draft: 09.30.2022 Month End Expenditures Report
6. Unadjusted Draft: 09.30.2022 Balance Sheet
7. Police Report for Crosslake – September 2022
8. Police Report for Mission Township – September 2022
9. Fire Department Report – September 2022
10. Public Safety Commission Meeting Minutes of August 3, 2022

11. Planning and Zoning Monthly Statistics
 12. Planning and Zoning Meeting Minutes of August 26, 2022
 13. Crosslake Parks, Recreation & Library Commission Meeting Minutes of August 24, 2022
 14. Public Works Commission Meeting Minutes of September 6, 2022
 15. EDA Meeting Minutes of July 6, 2022
 16. Waste Partners Recycling Reports for August 2022
 17. Bills for Approval in the Amount of \$125,293.11
 18. Additional Bills for Approval in the Amount of \$16,699.98
- MOTION CARRIED WITH ALL AYES.

D. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. MOTION 10R-04-22 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE RESOLUTION NO. 22-31 ACCEPTING DONATIONS FROM PAL FOUNDATION IN THE AMOUNT OF \$609.93 FOR THE NEW PLAYGROUND, FROM PAL FOUNDATION IN THE AMOUNT OF \$528.44 FOR BENCHES, AND FROM PAL FOUNDATION IN THE AMOUNT OF \$39.92 FOR THE BANNER PROGRAM. MOTION CARRIED WITH ALL AYES.
2. Bob Frey of 37803 White Pine Trail submitted a request to the Council that a Smart Traffic Signal be installed at the intersection of County Roads 3 and 66 rather than a roundabout or traffic circle. Mr. Frey read his reasons why he thinks a traffic signal would be the best solution. The Mayor asked that the City Engineer take the comments to be used in the engineering study for the intersection. Aaron Herzog asked the cost of the lights. Mr. Frey replied that it is over one million dollars.
3. Jonathan Grothe from the Crosslakers presented sketches of the proposed sidewalk on the east side of County Road 66. Because many businesses have little front yard space on the road, they are suggesting that some street parking be given up for the sidewalk. Crow Wing County is open to the idea. Some sketches showed how the sidewalk would work into the existing parking areas using green space and shrubbery to bring attention to the area and pedestrians. MOTION 10R-05-22 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO LET THE COUNTY KNOW THAT THE CITY IS OPEN TO THE IDEA OF GIVING UP PARKING IN CERTAIN AREAS FOR THE SIDEWALK PROJECT. MOTION CARRIED WITH ALL AYES.

E. CITY ADMINISTRATOR'S REPORT

1. The Council reviewed a memo dated October 5, 2022 from the City Clerk regarding a monument in the cemetery that is in violation of several of the Rules and Regulations for Operation of Pinewood Cemetery, which is given to everyone that purchases a lot. The Council directed the City Clerk to send the owners of the lots a letter and ask that they attend a meeting to discuss the matter with the Council.
2. MOTION 10R-06-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY JOHN ANDREWS TO DIRECT STAFF TO RENEW THE 2023 HEALTH INSURANCE CONTRACT WHICH INCLUDES A 5% ADJUSTMENT OVER THE PRIOR YEAR AND MEETS THE REQUIREMENTS OF ALL BARGAINING UNIT CONTRACTS. MOTION CARRIED WITH ALL AYES.

3. MOTION 10R-07-22 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO APPROVE RESOLUTION NO. 22-32 FOR THE APPOINTMENT OF ELECTION JUDGES TO SERVE FOR THE GENERAL ELECTION TO BE HELD NOVEMBER 8, 2022. MOTION CARRIED WITH ALL AYES.
4. Mike Lyonais gave a brief update on bonding for the sewer and road projects. Because rates are rising quickly, Bond Counsel is looking for private placement rather than open, which could save the City approximately \$100,000. Once final numbers firm, the City will need to act quickly and a special meeting will need to be held, possibly next week.

F. COMMISSION REPORTS

1. PARK AND RECREATION/LIBRARY

- a. TJ Graumann reported that the Public Safety Commission discussed the maintenance of sidewalks throughout the winter at its last meeting and noted that there is a new section of sidewalk by the school. Zoning Administrator Pete Gansen stated that the sidewalk is on school property and was installed by the school. MOTION 10R-08-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO MAINTAIN THE SAME TRAILS AS LAST YEAR, WHICH INCLUDED WEST SHORE DRIVE, DAGGETT PINE ROAD, AND COUNTY ROAD 3 NEAR WHITEFISH AT THE LAKES SENIOR LIVING. MOTION CARRIED WITH ALL AYES.
- b. MOTION 10R-09-22 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO DECLARE BATTERIES AT THE COMMUNITY CENTER AS SURPLUS AND APPROVE SALE OF ITEMS. MOTION CARRIED WITH ALL AYES.

2. PUBLIC WORKS/SEWER/CEMETERY

- a. MOTION 10R-10-22 WAS MADE BY AARON HERZOG AND SECONDED BY JOHN ANDREWS TO APPROVE THE REPLACEMENT OF BITUMINOUS PAVEMENT AT THE LIFT STATION BY REED'S MARKET AT A COST OF \$3,982. MOTION CARRIED WITH ALL AYES.
- b. Mike Lyonais reported that the City needs to determine which roads will be maintained or fixed next year in order to finalize budget numbers. A 5-Year Plan was made in 2018 but was not followed so the Council needs to give the engineer direction on where to start. Mr. Lyonais stated that there are funds left in the Public Works budget this year that could be used for Bolton & Menk to take a look at road conditions and put a plan together.

Phil Martin asked if the Council wanted to focus on preserving roads or reconstructing roads, now that the assessment policy is in place, or a mix of both. A discussion ensued regarding types of maintenance and roads that need repair. The Council is in favor of preserving roads as much as possible. MOTION 10R-11-22 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO DIRECT THE CITY ENGINEER TO BRING A PROPOSAL TO UPDATE THE

CITY ROAD PLAN TO THE NEXT MEETING. MOTION CARRIED WITH ALL AYES. Dave Schrupp noted that there is only enough money in the 2023 Budget to maintain roads, not fix.

- c. Mike Lyonais reported that property owners along County Road 66 continue to hook up to city sewer but some have not contacted City Hall yet. Phil Martin stated that property owners have one year from when the project was completed to hook up. The Council directed staff to send letters to remind property owners of the deadline.

3. PUBLIC SAFETY

- a. Police Chief Erik Lee provided updates from the Public Safety Commission. Chief Lee reported that he hired a part-time officer who has been working in Deerwood. He will be in training for about two months.

The radar signs have been delivered and will be installed on County Road 66, one at each bridge in the 35-mph zone, one on County Road 16 at the 50-mph zone, and one on County Road 3 near the golf course. Because they will all be on county roads, Chief Lee will contact the County Highway Department for installation. Chief Lee stated that the portable radar signs can be moved to other locations, such as on West Shore Drive.

Chief Lee will work with Public Works to get the crosswalk painted on Swann Drive from the Community School to Pine Peaks.

The curb on the west side of County Road 66 will be painted yellow for a No Parking Zone from County Road 16 to the south entrance of Moonlite Bay.

G. PUBLIC FORUM – None.

H. NEW BUSINESS – None.

I. OLD BUSINESS – None.

J. CITY ATTORNEY REPORT – None.

K. ADJOURN – MOTION 10R-12-22 WAS MADE BY AARON HERZOG AND SECONDED BY DAVE SCHRUPP TO ADJOURN THE MEETING AT 8:20 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
City Clerk

BILLS FOR APPROVAL
October 10, 2022

VENDORS	DEPT		AMOUNT
Ace Hardware, hardware	Sewer		3.21
Ace Hardware, trash bags	PW		13.99
Ace Hardware, anti freeze, hardware	PW		95.76
Ace Hardware, tape	Sewer		25.98
Ace Hardware, drill bit set, lopper20v max tool combo kit	PW		464.62
Ace Hardware, air filters	PW		13.18
Ace Hardware, utility knives, marking paint	Park		33.16
Ace Hardware, pipe fitting	Park		8.99
Ace Hardware, clip, respirator, picture hangers	Park		31.56
Ace Hardware, cleaners, pipe cutter	Park		51.31
Ace Hardware, corner brace	Park		19.96
Ace Hardware, shackle, bolts	Park		16.08
Ace Hardware, bridge maintenance supplies	PW		35.95
Ace Hardware, level	PW		8.59
Ace Hardware, bridge maintenance supplies	PW		19.96
Ace Hardware, rod, bolts	Park		10.74
Ace Hardware, screwdriver set, batteries, screws, strap	Park		92.08
Ace Hardware, landscape pins, hardware	Park		36.97
Ace Hardware, poster board	Park		3.18
Ace Hardware, steel	Park		8.99
Ace Hardware, bridge maintenance supplies	PW		78.72
Ace Hardware, wire brush	Sewer		5.59
Ace Hardware, screws, electrical supplies	Park		45.17
Ace Hardware, pliers, batteries, compass, sealant	Park		62.95
Ace Hardware, putty, picture hanger strips	Fire		43.16
Ace Hardware, paint	Fire		23.49
Ace Hardware, fuses	Police		6.99
Ace Hardware, tape, batteries	Park		21.58
American Steel, steel	Park		29.44
Aspen Mills, uniform	Fire		145.55
AW Research, water testing	Sewer		659.70
Baker & Taylor, book	Library	pd 9-13	0.88
Baker & Taylor, books	Library		120.28
BCA, background check	Park	pd 9-13	15.00
BCA, background checks	Park	pd 9-26	60.00
BCA, cjd access fee	Police		600.00
Beckys Pest Solutions, spider treatment	Sewer		159.00
Breen & Perso legal fees	ALL		576.00
Char Nelson, reimburse for safety supplies, photo developing	Gov't		28.65
City of Crosslake, sewer utilities	ALL		165.00
Clean Team, october cleaning	ALL		4,381.25
Core & Main, inflow protectors	Sewer		1,600.00
Council #65, union dues	Gov't		348.73
Crosslake Drug, glucometers	Fire		40.77
Crow Wing County Recorder, filing fee	Admin	pd 10-5	20.00
CTC, web hosting	Gov't		10.00

CTC I.T., monthly it labor	ALL		1,035.00
Culligan, water and cooler rental	ALL		207.30
DeLage Landen Financial Services, copier lease	Park		117.00
Delta Dental, dental insurance	ALL		1,431.63
Eagle Engraving, engraving	Fire	pd 9-21	36.90
Eagle Engraving, engraving	Fire		26.00
Elite Unmanned LLC, remote pilot class	Fire		600.00
Fastenal, hardware	PW		28.44
Fire Instruction & Rescue, ropes and knots	Fire		1,300.00
Fire Safety USA, annual aerial service	Fire		2,068.00
First Supply, parts	Park		39.16
Follett, scanner kit	Library		258.45
Fortis, disability insurance	ALL		839.18
Ganz Cleaning, july, august, september cleaning	Fire		600.00
GLS Promotions, youth uniforms	Park		525.00
Grand Forks Fire Equipment, gear clean	Fire		140.75
Guardian Pest Solutions, pest control	ALL	pd 9-21	89.37
Guardian Pest Solutions, spray for beetles	Park		406.00
Hawkins, chemicals	Sewer		1,526.69
Iverson Reuvers, land use training	PZ		2,676.67
Johnson, Killen & Seiler, labor attorney fees	Gov't		645.00
Johnson Fitness and Wellness, flat bench	Park		720.47
Jory Danielson, reimburse for picture hanging strips	Fire		48.29
Kamco, crack sealing	PW		50,000.00
Lakes Area Rental, chain saw	Fire		1,715.47
Mastercard, A&C Farm Service, blades	Park		173.19
Mastercard, Adobe, monthly premium	PW		36.49
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, sports ball bags	Park		120.75
Mastercard, Amazon, vaccum parts	Park	pd 9-21	63.99
Mastercard, Amazon, solar battery	Park		149.98
Mastercard, Amazon, mop	Park	pd 9-21	20.70
Mastercard, Amazon, cutoff wheel	Park		159.92
Mastercard, Amazon, first aid kit	Park		58.02
Mastercard, Amazon, tennis net	Park		172.94
Mastercard, Amazon, staples	Park		427.96
Mastercard, Amazon, tissues	Gov't		69.60
Mastercard, Amazon, soap dispenser/refill	Park		58.73
Mastercard, Amazon, microscope, flag, gloves	PW/Park		371.34
Mastercard, Best Buy, external drive	Admin		107.36
Mastercard, CDW, printers	Police	pd 9-21	641.01
Mastercard, Docusend, email bills	Sewer		4.31
Mastercard, High Quality Image, photos	Park		2.99
Mastercard, Microsoft, monthly premium	Fire		17.71
Mastercard, Microsoft, monthly premium	Police		75.16
Mastercard, Office Max, office supplies	Park		214.82
Mastercard, Pickleball Central, balls	Park		36.99
Mastercard, Post Office, postage	Police		13.45
Mastercard, Post Office, postage	Police		13.45
Mastercard, PSI Services, unmanned aircraft training	Fire		175.00
Mastercard, Raffertys, workshop	PZ		81.25
Mastercard, RTIC, tumblers	Police	pd 9-21	2,210.54

Mastercard, SOS, notary renewal	Admin		120.00
Mastercard, Vevor, tubing	Park		284.98
Mastercard, Zoom, monthly premium	Gov't		64.99
MCSI, copier contract	Park		52.41
Menards, rod, clamp	Sewer		39.52
Metro Sales, copier lease	Police		48.22
Metro Sales, maintenance contract	PZ/Admin		831.70
Mid Minnesota Drug Testing, random drug test	Gov't		55.00
Midwest Security, monitoring service	PW		935.76
Mills Motors, truck repair	PW		224.50
MN Dept of Labor and Industry, electrician registration	Gov't	pd 9-26	100.00
MN Dept of Labor and Industry, um pressure vessel	Park		10.00
MN Life, life insurance	ALL		348.30
MN NCPERS, life insurance	Gov't		64.00
MNPEA, union dues	ALL		273.00
Momentum, plow truck maintenace/repair	PW		1,289.22
Moonlite Square, fuel	Park		10.30
Moonlite Square, fuel	Park		16.70
Motorola, radios	Fire		5,974.56
MR Sign, street name and address number signs	PW		242.51
Napa, hitch pins	PW		33.70
Napa, combo ball mount	Police		40.85
Napa, light, oil, base mount kit	Park		60.76
Nate Deshayes, reimburse for travel expenses	Sewer	pd 10-5	443.28
National Fire Protection Assn, membership dues	Fire		175.00
North Country Plumbing, filters	PW		403.04
North Memorial Ambulance, monthly subsidy	Ambulance		1,100.00
Northland Press, book sale ad	Library		75.60
Northland Press, youth soccer signup	Park		151.20
Northland Press, crosslake days ad	Park		215.00
Outdoor Specialties, shuffleboard resurfacing	Park		6,810.00
Pine River Area Sanitary District, treatment of biosolids	Sewer		8,109.00
Planning and Zoning Commissioners, 3rd quarter meetings	PZ		1,120.00
Premier Auto, floor liners	Police		142.76
Quadiant, postage meter refill	ALL		700.00
Reeds Market, training workshop	PZ		26.11
Ritter & Ritter, lift station cleaning	Sewer		2,450.00
Safety First, playground surfacing	Park		1,061.20
Shannons Auto Body, cable assy vehicle 80" w/fuse	PW		203.93
Simonson Lumber, pine 1x8	Fire		71.88
Sioux Valley Environmental, reagent kits	Sewer		191.00
Team Lab, fine road patch	PW		786.50
Teamsters, union dues	Police		226.00
Ted Strand, consultation fee	PW		250.00
The Office Shop, ink	Fire		319.26
The Office Shop, ink	PW		51.02
The Office Shop, paper clips, kitchen supplies	Gov't		24.05
The Office Shop, ink	PW		102.04
TJ Graumann, reimburse for insurance deductible	Park		500.00
TJ Graumann, reimburse for uniform	Park		229.92
TJ Graumann, reimburse mileage	Park		59.36
Tony Marks, per diem meal reimbursement	Police	pd 9-21	35.00

Tremolo Communications, phone, fax, cable, internet	ALL		2,453.55
Trueman Welters, skid shoe	PW		359.00
Uline, trash can liners	Park		253.11
US Bank, copier lease	ALL		165.00
Waste Partners, trash removal	ALL		458.15
WW Thompson, silane	PW		690.82
WW Thompson, epoxy kit	PW		451.40
Xcel Energy, gas utilities	ALL		493.38
TOTAL			125,293.11

ACH PAYMENTS

Medica, health insurance	Payroll		
Deferred Comp, employee deductions	Payroll	pd 9-13	530.00
Deferred Comp, employee deductions	Payroll	pd 9-26	530.00
Health Care Savings Plan, employee deductions	Payroll	pd 9-13	989.34
Health Care Savings Plan, employee deductions	Payroll	pd 9-26	981.50
IRS, payroll tax	Payroll	pd 9-13	8,850.84
IRS, payroll tax	Payroll	pd 9-26	8,975.11
MN Dept of Revenue, payroll tax	Payroll	pd 9-13	1,842.99
MN Dept of Revenue, payroll tax	Payroll	pd 9-26	1,878.03
PERA, payroll deductions and benefits	Payroll	pd 9-13	8,778.60
PERA, payroll deductions and benefits	Payroll	pd 9-26	8,803.81
Sales Tax	ALL	pd 9-9	394.00

ADDITIONAL BILLS FOR APPROVAL
October 10, 2022

VENDORS	DEPT		AMOUNT
Baker and Taylor, books	Library		421.83
Bolton & Menk, biosolids review	Sewer		225.00
Crow Wing County Highway Dept, fuel	ALL		4,778.77
Crow Wing County Recorder, filing fee	PZ		46.00
Dell, computers, monitors	PW/Admin		4,733.20
Fire Instruction and Rescue, mn basic firefighter training	Fire		1,500.00
Fire Instruction and Rescue, wilderness search with drone	Fire		650.00
Mastercard, Amazon, no smoking signs	Park		9.99
Mastercard, Office Max, mouse, paper, labels	Park		91.60
Mastercard, florida deployment	Fire		910.55
MCSI, copier maintenance contract	Park		52.33
Signspot, plaques	Park		2,443.00
Timber Ridge Electric, install playground equipment	Park		827.00
TJ Graumann, uniform reimbursement	Park		10.71
TOTAL			16,699.98

City of Crosslake

RESOLUTION 22-31

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	\$609.93	New Playground
PAL Foundation	\$528.44	Benches
PAL Foundation	\$39.92	Banner Program

; 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 10th day of October, 2022.



David Nevin
Mayor

ATTEST:



Michael R. Lyonais
City Administrator
(SEAL)

RESOLUTION 22-32

CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

FOR THE APPOINTMENT
OF ELECTION JUDGES TO SERVE FOR THE GENERAL ELECTION TO
BE HELD NOVEMBER 8, 2022

WHEREAS, the City of Crosslake does hereby resolve to appoint election judges for the 2022 General Election to be held on the 8th day of November, 2022 in the City of Crosslake.

AND WHEREAS, the City of Crosslake does hereby appoint persons to serve as election judges as on file in the Clerk's Office according to Minnesota State Statute 204B.19:

BE IT RESOLVED, that the City Council of the City of Crosslake, Minnesota go on record as appointing Election Judges as on file in the Clerk's office to handle the 2022 General Election. This approval was acted on at the Regular Council Meeting held on October 10, 2022.

COUNCIL VOTING AYE - 4

COUNCIL VOTING NAY - 0

ATTEST:



Charlene Nelson
City Clerk



David Nevin
Mayor