

**SPECIAL COUNCIL MEETING**  
**MONDAY, JUNE 12, 2023**  
**6:00 P.M. – CITY HALL**

Mary Reedy, Clifton Larson Allen – Presentation of 2022 Financial Statements (Council Action-Motion)

**AGENDA**  
**REGULAR COUNCIL MEETING**  
**CITY OF CROSSLAKE**  
**MONDAY, JUNE 12, 2023**  
**7:00 P.M. – CITY HALL**

**A. CALL TO ORDER**

1. Pledge of Allegiance
2. Approval of Additions to the Agenda

**B. PUBLIC HEARING**

1. **7:00 P.M. – ROAD RIGHT OF WAY VACATION REQUEST FROM DAVID AND PAMELA WEBSTER AT 12253 WHITEFISH AVE (Council Action-Motion)**
  - a. Questions for **COUNCIL** to consider when reviewing request to vacate property
  - b. Application from David Webster to Vacate Public Right of Way Between Parcel Numbers 14060601 and 14060550, 14060551 on Whitefish Ave
  - c. Letter from Kevin McCormick of Land Design Solutions on Behalf of Websters
  - d. Letter from David and Donna Claypool, Neighbors to the East
  - e. Letter from Joe Christensen Re: Webster Right of Way Vacation Request
  - f. Site Information/Photos and Survey
  - g. Notice to Surrounding Property Owners
  - h. Notice of Public Hearing
  - i. Recommendation from Public Works Commission
  - j. Recommendation from Parks and Recreation/Library Commission
  - k. Resolution Vacating Property

**C. PUBLIC FORUM** - Action may or may not be taken on any issues raised. If Council requires more information or time for consideration, the issues will be placed on the agenda of the next regular council meeting. Speaker must state their name and address. At the discretion of the mayor, each speaker is given a three-minute time limit.

**D. CONSENT CALENDAR – NOTICE TO THE PUBLIC** – All items here listed are considered to be routine by the City Council and will be acted on by one **motion**. There will be no separate discussion on these items unless a Citizen or Councilmember so requests:

1. Regular Council Meeting Minutes of May 8, 2023
2. Special Council Meeting Minutes of May 31, 2023
3. Unadjusted Draft: 05.31.2023 Month End Revenue Report
4. Unadjusted Draft: 05.31.2023 Month End Expenditures Report
5. Unadjusted Draft: 05.31.2023 Balance Sheet
6. Police Report for Crosslake – May 2023

7. Police Report for Mission Township – May 2023
8. Fire Department Report – May 2023
9. North Ambulance Run Report – May 2023
10. Planning and Zoning Commission Meeting Minutes of April 28, 2023
11. Public Works Commission Meeting Minutes of May 1, 2023
12. Crosslake Park, Recreation, and Library Commission Meeting Minutes of April 26, 2023
13. Waste Partners Recycling Reports for April 2023
14. Group Transient Merchant Permit Application from Crosslake/Ideal Lions to Hold Flea Markets in Town Square
15. Approval of F.I.R.E. Invoice
16. Bills for Approval

#### **E. MAYOR'S AND COUNCIL MEMBERS' REPORT**

1. Joelle Tveed and Lynn Scharenbroich – Update on Paul Bunyan Scenic Byway Association
2. PAL Foundation – Update on Pine River Overlook Park
3. Thank You Letter from Joel and Sonia Slack
4. Copy of Signed Consulting Services Agreement with Madden Galanter Hansen, LLP
5. Resolution Accepting Donations (Council Action-Motion)
6. Schedule Special Meeting to Discuss Fire Chief Duties and Wages, Including: (Council Action-Motion)
  - a. Duties as Performed Today
  - b. Emergency Management Manager
  - c. Firefighter Training Duties
  - d. Call Responsibilities – Daytime
  - e. Short-Term Rentals
  - f. Call Volume
  - g. Other Related Items as Appropriate
7. Approval to Advertise for Police Officer (Council Action-Motion)
8. Resolution Regarding Juneteenth (Council Action-Motion)
9. Resolution Regarding Workplace Audit – Organizational Structure Assessment (Council Action-Motion)

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

1. 2024 Budget Process

#### **G. COMMISSION REPORTS**

1. PLANNING AND ZONING
  - a. Planning and Zoning Monthly Statistics (Council Information)
2. PUBLIC SAFETY
  - a. Jory Danielson – Report from Fire Department
  - b. Draft Public Safety Meeting Minutes of June 7, 2023
  - c. Memo dated June 7, 2023 from Erik Lee Re: Probationary Status of Officer Patrick Martin (Council Action-Motion)

- d. Memo dated June 7, 2023 from Erik Lee Re: Administrative Assistant Job Description (Council Action-Motion)
- e. Memo dated June 7, 2023 from Erik Lee Re: Purchase of Squad Radios (Council Action-Motion)

3. PUBLIC WORKS/SEWER/CEMETERY

- a. Memo dated June 6, 2023 from Public Works Commission Re: Web GIS Platform Development (Council Action-Motion)
- b. Memo dated June 6, 2023 from Public Works Commission Re: Various Recommendations from 5-1-23 Meeting (Council Action Motion)
- c. Memo dated June 6, 2023 from Public Works Commission Re: Various Recommendations from 6-5-23 Meeting (Council Action-Motion)

4. PARK AND RECREATION/LIBRARY

- a. South Bay Park Update
- b. Right-of-Way Inventory Update

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**I. CITY ATTORNEY REPORT**

**J. OLD BUSINESS**

**K. NEW BUSINESS**

**L. ADJOURN**