

SPECIAL COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, DECEMBER 18, 2023  
9:00 A.M. – CITY HALL

The Council for the City of Crosslake held a Special Meeting on Friday, December 29, 2023. The following Council Members were present: Mayor Dave Nevin, Aaron Herzog, Jackson Purfeerst, and Marcia Seibert-Volz. Sandy Farder was absent. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Park Director TJ Graumann, Fire Chief Chip Lohmiller, Zoning Administrator Pete Gansen, Public Works Director Pat Wehner, and Zoning Coordinator Cheryl Stuckmayer. There were two people in the audience.

1. Dave Nevin called the meeting to order at 9:00 A.M.
2. MOTION 12SP2-01-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JACKSON PURFEERST TO APPROVE JOB DESCRIPTIONS FOR PROGRAM AND FACILITIES COORDINATOR FOR COMMUNITY CENTER AND LIBRARY COORDINATOR. Jane Monson's position of Manager of Parks and Recreation/Library covered both of these positions, but she will be retiring February 21, 2024. MOTION CARRIED WITH ALL AYES.

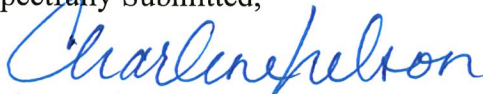
MOTION 12SP2-02-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE ADVERTISING FOR FULLTIME PROGRAM AND FACILITIES COORDINATOR WITH STARTING WAGE \$20.36 TO \$23.62 PER HOUR. MOTION CARRIED WITH ALL AYES.

MOTION 12SP2-03-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE ADVERTISING FOR PART-TIME LIBRARY COORDINATOR WITH STARTING WAGE OF \$25.00 PER HOUR. MOTION CARRIED WITH ALL AYES.

3. MOTION 12SP2-04-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO APPROVE HIRING ZAC KNOBLAUCH AS HEAVY EQUIPMENT/SEWER OPERATOR AT STEP 5 (27.91 PER HOUR) OF AFSCME UNION CONTRACT. MOTION CARRIED WITH ALL AYES.
4. MOTION 12SP2-05-23 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE SALARY RANGE OF \$77,175 TO \$95,550 AND AN APPLICATION SUBMITTAL DATE OF JANUARY 19, 2024 FOR ZONING ADMINISTRATOR POSITION. MOTION CARRIED WITH ALL AYES.
5. MOTION 12SP2-06-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JACKSON PURFEERST TO APPROVE THE ADVERTISING FOR FULLTIME ZONING ADMINISTRATOR. MOTION CARRIED WITH ALL AYES.

6. MOTION 12SP2-07-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE FOLLOWING APPOINTMENTS OF OFFICERS ON THE FIRE DEPARTMENT AS OF JANUARY 1, 2024: DEPUTY CHIEF JORY DANIELSON, BATTALION CHIEF COREY LEDIN, CAPTAIN 1 NEIL LUZAR, CAPTAIN 2 SETH WANNEBO, CAPTAIN 3 RYAN GRUBA, CAPTAIN 4 REED NELSON, AND CAPTAIN 5 JOEL CARLTON. MOTION CARRIED WITH ALL AYES.
7. MOTION 12SP2-08-23 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JACKSON PURFEERST TO APPROVE THE EARNED SICK AND SAFE TIME LEAVE POLICY AS PRESENTED. MOTION CARRIED WITH ALL AYES.
8. MOTION 12SP2-09-23 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE EARNED SICK AND SAFE TIME EMPLOYEE NOTICE. MOTION CARRIED WITH ALL AYES.
9. MOTION 12SP2-10-23 WAS MADE BY AARON HERZOG AND SECONDED BY JACKSON PURFEERST TO DIRECT STAFF TO FORWARD OFFICE ASSISTANT JOB DESCRIPTION TO CITY LABOR ATTORNEY FOR APPROVAL BY AFSCME UNION AND FOR WAGE SCALE PROPOSAL. MOTION CARRIED WITH ALL AYES.
10. There being no further business at 9:45 A.M., MOTION 12SP2-11-23 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO ADJOURN THE MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,



Charlene Nelson  
City Clerk