

AGENDA AND ADDITONS TO THE AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, SEPTEMBER 11, 2023
7:00 P.M. – CITY HALL

Council Member Sandy Farder will attend the meeting via Zoom because she is out of town. She will participate from a public location at 2022 River Road, Council Bluffs, IA, 51501. As required by MN State Statute 13D.02, this is open and accessible to the public.

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 BRIAN & CHERYL EVENSON AND JOHN & CAROLYN FORNEY BETWEEN 11797 AND 11805 WHITEFISH AVE (Council Action-Motion)**
 - a. Questions for **COUNCIL** to consider when reviewing request to vacate property
 - b. Applications from Evenson's and Forney's to Vacate Public Right of Way
 - c. Reasons to Vacate Parcel from Applicants
 - d. Certificate of Survey and Site Information
 - e. Notice to Hearings to Surrounding Property Owners
 - f. Recommendation from Public Works Commission
 - g. Recommendation from Parks and Recreation/Library Commission
 - h. 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 August 14, 2023
2. Special Council Meeting Minutes of August 23, 2023
3. Budget Workshop Meeting Minutes of August 23, 2023
4. Budget Workshop Meeting Minutes of August 30, 2023
5. Unadjusted Draft: 08.31.2023 Month End Revenue Report
6. Unadjusted Draft: 08.31.2023 Month End Expenditures Report
7. Unadjusted Draft: 08.31.2023 Balance Sheet
8. Police Report for Crosslake – August 2023
9. Police Report for Mission Township – August 2023
10. Fire Department Report – August 2023
11. North Ambulance Run Report – August 2023

12. Public Safety Commission Meeting Minutes of August 2, 2023
13. August Planning and Zoning Monthly Statistics
14. Planning and Zoning Commission Meeting Minutes of July 28, 2023
15. Public Works Commission Meeting Minutes of August 7, 2023
16. Crosslake Park, Recreation, and Library Commission Meeting Minutes of July 26, 2023
17. EDA Meeting Minutes of July 12, 2023
18. Waste Partners Recycling Reports for July 2023
19. Approval of F.I.R.E. Invoice
20. Bills for Approval
21. Additional Bills for Approval

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Resolution Accepting Donations (Council Action-Motion)
2. Mike O'Connell – Presentation of WSN Lakes Foundation Trail Feasibility Report (Council Information)
3. Memo dated September 6, 2023 from Staff Re: MNOSHA Inspection at Wastewater Treatment Plant (Council Information)
4. International Association of Fire Chiefs Fire Department Exchange Program

F. CITY ADMINISTRATOR'S REPORT

1. Kelvin Daniels of Xtona Presentation: Security, Software and Email Migration (Council Action-Motion)
2. Resolution Approving Preliminary 2023 Tax Levy Collectible in 2024 (Council Action-Motion)
3. Memo dated September 7, 2023 Re: Data Practices Policy for the Public (Council Action-Motion)
4. Approval of Drug, Alcohol and Cannabis Testing and Drug-Free Workplace Act Policy for Non-Commercial Drivers (Council Action-Motion)
5. Crow Wing County ALERT System Notice (Council Information)
6. Pequot Lakes Public Schools November 2023 Bond Referendum and Capital Projects Levy Fact Sheet (Council Information)
7. Letter dated August 24, 2023 from Crow Wing County Highway Department Re: Future County Highway Project (Council Information)
8. Advisory Opinion 23-003 dated September 7, 2023 from MN Department of Administration Re: Open Meeting Law (Council Information)

G. COMMISSION REPORTS

1. PLANNING AND ZONING
 - a. Update from Planning and Zoning Workshop (Council Information)
2. PARK AND RECREATION/LIBRARY
 - a. Request for Council Action dated September 5, 2023 from TJ Graumann Re: HVAC Replacements (Council Action-Motion)
 - b. Request for Council Action dated September 5, 2023 from TJ Graumann Re: Landscape Berm (Council Action-Motion)

- c. Memo dated September 5, 2023 from TJ Graumann RE: ROW Task Force (Council Action-Motion)
 - d. Memo dated September 6, 2023 from TJ Graumann Re: Polaris Ranger (Council Action-Motion)
 - e. Approval to Advertise for Joint PW/Park Maintenance Technician Position (Council Action-Motion)
 - f. Parks & Recreation Update
3. PUBLIC WORKS/SEWER/CEMETERY
- a. Update on Shouldering Machine Rental/Purchase (Council Action-Motion)
 - b. Memo dated September 6, 2023 from Public Works Commission Re: Road Improvement Plan (Council Action-Motion)
 - 1. 5-Year Road Improvement Plan Maps
 - 2. 5-Year Road Improvement Plan
 - 3. Resolution Calling a Public Hearing on the Proposal to Adopt a Street Reconstruction Plan and the Intent to Issue General Obligation Street Reconstruction Bonds
 - c. Outstanding Sewer Connections (Council Action-Motion)

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I. CITY ATTORNEY REPORT

J. OLD BUSINESS

K. NEW BUSINESS

L. ADJOURN

D. 21.

ADDITIONAL BILLS FOR APPROVAL
September 11, 2023

VENDORS	DEPT		AMOUNT
Baker & Taylor, books	Library		17.85
Crow Wing County Highway Dept, fuel	ALL		5,188.59
DMC Wear Parts, blades, straps, bolts, nuts	PW		9,432.49
Holiday, water	Fire		17.14
Jeff Hartfield, weight room reimbursement	Park		35.00
Lakes Printing, surveys	EDA		350.00
Lakes Printing, business cards	Police		61.50
Mastercard, Amazon, thermal paper, earbuds	Police		64.94
Mastercard, Costco, coffee, batteries	Gov't		58.70
Mastercard, Eagle Engraving, employee recognition	Fire		693.00
Napa, v-belts	Sewer		432.77
North Memorial Ambulance, monthly subsidy	Ambulance		1,100.00
Premier Auto, tire repair	Park		20.05
The Office Shop, chair mat	Police		76.50
TOTAL			17,548.53

OUTSTANDING SEWER CONNECTIONS

CSAH 66 SANITARY SEWER EXTENSION						
Parcel ID No.	Zoned	Property Owner	Date of Septic	Deadline	Fee	
14090681	S	Reidt	1995	2023	5500.00	
14090744	S	Schirmer	2014	2025	5500.00	
14090745	LC	Hanning Country Works	2017	2028	9200.00	
14090742	LC	Log Church	2013	2024	paid	
14080655	S	Genereux	2020	2031	5500.0	
14080634	LC	Fraser House	1991	2023	paid	
14080620	LC	Simonson	1993		9200.00	
14080631	S	Kyle	no records	2023	5500.00	
14080630	S	Eide AHHP Corp	1988	2023	5500.00	
14080598	LC	Schmelz VRBO	2019	2030	9200.00	
14080597	LC	Peak Partners Storage	2013	2024	9200.00	
14090503	LC	Kreitz Clow	1997	2023	paid	

G.3.C.