

AGENDA AND ADDITIONS TO THE AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, NOVEMBER 10, 2025
6:00 P.M. – CITY HALL

A. CALL TO ORDER

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

B. 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. **Each speaker is given a three-minute time limit.**

C. CONSENT CALENDAR – NOTICE TO THE PUBLIC – All items here listed are 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. Special Council Meeting Minutes of October 3, 2025
2. Regular Council Meeting Minutes of October 13, 2025
3. Special Council Meeting Minutes of October 20, 2025
4. October 2025 Budget Revenues
5. October 2025 Budget Expenditures
6. October 2025 Balance Sheet
7. Police Reports for Crosslake, Mission Township and City of Manhattan Beach – October 2025
8. Fire Department Report – October 2025
9. Public Works Meeting Minutes of October 6, 2025
10. Planning & Zoning Commission Meeting Minutes of September 26, 2025
11. Park, Recreation, and Library Commission Minutes of August 27, 2025
12. Waste Partners Recycling Report for September 2025
13. LG240B Application to Conduct Excluded Bingo for Knights of Columbus
14. Approval of F.I.R.E. Invoice
15. Bills for Approval
16. Approval of F.I.R.E. Invoice
17. Additional Bills for Approval

D. COMMUNITY ORGANIZATIONS

1. Alden Hardwick, PAL Foundation – A Year in Review
2. Cindy Myogeto, Chamber of Commerce
 - a. Approval to Organize Annual SoupFest during WinterFest on Saturday, February 7, 2026 (**Council Action-Motion**)
 - b. Request City to Plow and Salt Sidewalks Along CSAH 66, CSAH 3, and Swann Drive for WinterFest Events on Saturday, February 7, 2026 (**Council Action-Motion**)

3. Jonathan Grothe, Crosslakers – Update on Informational/Directional Kiosks

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Resolution Accepting Donations (Council Action-Motion)
2. Sandy Farder – Comprehensive Plan Analysis Results

F. CITY ADMINISTRATOR'S/CITY CLERK'S REPORT

1. First Reading of Ordinance Amending Chapter 23, Short-Term Home Rental Licensing
2. Second Reading/Approval of Ordinance to Regulate Cannabis Business and Approval to Publish Summary in Official Newspaper (Council Action-Motion)
3. Approval of Updated Fee Schedule Related to Cannabis Fees (Council Action-Motion)
4. Memo dated November 4, 2025 from City Clerk Re: Approval of Cannabis Business Registration Application (Council Action-Motion)
5. Resolution Accepting Bond Award: Predesign, Design, Construct, Furnish, Equip Grant for the City of Crosslake – National Loon Center (Council Action-Motion)
6. Memo dated November 3, 2025 Re: Police Administrative Assistant Wage Increase (Council Action-Motion)
7. Memo dated November 10, 2025 from Chief Maier Re: Administrative Assistant Request to Work from Home (Council Action-Motion)
8. Memo from Jody Grund Re: Proposal of Modified Work Hours (Council Action-Motion)
9. Memo dated November 10, 2025 from Lori Conway Re: Employee Handbook Revisions (Council Action-Motion)

G. COMMISSION REPORTS

1. PERSONNEL COMMITTEE
 - a. Modification to City Administrator Job Description (Council Action-Motion)
 - b. Recommendation from Personnel Committee that All Part-Time and Seasonal Employees Be Approved Through Consent Agenda (Council Action-Motion)
 - c. Recommendation from Personnel Committee that all long-term (1 week or more) work from home and modified schedule requests, be brought to City Administrator and then to City Council for action (Council Action-Motion)
2. PUBLIC WORKS/CEMETERY/SEWER
 - a. Memo dated November 3, from Public Works Commission Re: Striping Machine
 - b. Memo dated October 6, 2025 from Public Works Commission Re: Recommendation to Require VRBO's to Connected to Municipal Sewer to Install Water Meters (Council Action-Motion)
 - c. Memo dated November 3, 2025 from Public Works Commission Re: Recommendation to Modify Year 3 Road Improvement Plan (Council Action-Motion)
 - d. Resolution Declaring Adequacy of Petition and Ordering Preparation of Report (Council Action-Motion)

- e. Memo dated November 3, 2025 from Public Works Commission Re: Sunrise Blvd and Approval of Resolution Receiving Feasibility Report and Calling for Hearing on Improvement (Council Action-Motion)

3. PLANNING AND ZONING

- a. Second Reading/Approval of Ordinance Naming an Unnamed Road as Bear Paw Trl and Approval to Publish Summary in Official Newspaper (Council Action-Motion)

H. 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. **Each speaker is given a three-minute time limit.**

I. NEW BUSINESS

J. OLD BUSINESS

K. CITY ATTORNEY REPORT

L. ADJOURN

F.I.R.E.

12137 Northgate Lane
PO Box 810
Crosslake, MN 56442

42280-208
CL
MBETE
REIMBURSED

INVOICE

C.16.

DATE	INVOICE #
11/12/2025	7799

BILL TO

Crosslake Fire Department
ATTN: Training Officer/Fire Chief
37028 County Road 66
Crosslake, MN 56442

*Fire Instruction Rescue Education
Federal ID# 46-1192854 MN ID# 2759083
612-868-6744 fire@crosslake.net*

2025 Invoice Terms:

Invoices from FIRE Inc are Due within 30 Days of Receipt.
Accounts not paid within terms are subject to a 10% Monthly
Finance Charge,

Net 15

DATE	DESCRIPTION	RATE	AMOUNT
11/12/25	Pump Operations LDH/Relay Pumping Scenarios Elevated Master Streams Wednesday November 12, 2025 1900 Instructor: Mike Schwankl	650.00	650.00
Thank You For Your Business.		TOTAL	\$650.00

STATE OF MINNESOTA)

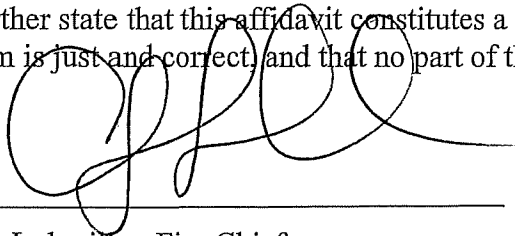
COUNTY OF CROW WING)

I, Chip Lohmiller, being duly sworn state the following:

- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 11/12/25, the following services were furnished by F.I.R.E. to the City of Crosslake: Training for Crosslake Fire Department Continuing Education.
- 3) The price for such services was \$ 650⁰⁰ and is reimbursed through Minnesota Board of Firefighting Training and Education (MBFTE).
- 4) At the time, such services were furnished to the City, I had the following personal financial interest in this contract: I am the owner of F.I.R.E.

To the best of my knowledge and belief, the contract price is as low as, or lower than the price at which the services could be obtained from other sources.

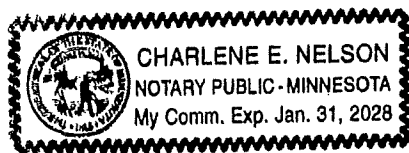
I further state that this affidavit constitutes a claim against the City for the contract price, that the claim is just and correct, and that no part of the claim has been paid.



Chip Lohmiller, Fire Chief

Subscribed and sworn to before me this 10 day of November, 2025.


Notary



ADDITIONAL BILLS FOR APPROVAL
November 10, 2025

VENDORS	DEPT		AMOUNT
AW Research, water testing	Sewer		1,167.68
Anderson Brothers, patch parking lot	PW		3,187.00
Bolton & Menk, 2025 road improvements	PW		3,015.00
Bolton & Menk, sunrise blvd	PW		720.00
Bolton & Menk, 2026 road improvements	PW		2,182.50
Bolton & Menk, trail improvement feasibility plan	PW		3,360.00
Bolton & Menk, harbor lane	PW		4,010.00
Bolton & Menk, general engineering	PZ		180.00
Bolton & Menk, road improvement plan	PW		1,237.50
Build All Lumber, lumber for entrance	Fire		1,100.23
Campion Barrow & Associates, psych evaluation	Fire		483.60
Fyles Satellites, portable restrooms	Park		337.50
Gopher State One Call, email tickets	Sewer		27.00
Gopher State One Call, email tickets	Sewer		52.65
Heartland Animal Rescue, impound fees	Police		366.75
Lakes Area Rental, equipment rental	Park		190.00
Mastercard, Amazon, power strip	Park		17.99
Mastercard, Best Buy, apc back up	Sewer		215.74
Mastercard, Fleet Farm, fuel	PW		20.11
Menards, wire, hardware	Park		228.38
Moonlite Square, fuel	Park		16.92
Waste Partners, trash removal	ALL		547.90
TOTAL			22,664.45

F. 5.

**CITY OF CROSSLAKE
RESOLUTION NO. 25-__**

**ACCEPTING BOND AWARD: PREDESIGN, DESIGN, CONSTRUCT, FURNISH, EQUIP GRANT
FOR THE CITY OF CROSSLAKE – NATIONAL LOON CENTER**

WHEREAS, City of Crosslake has been awarded the 2023 Funds in the amount of \$2,500,000 from the 2023 bonding bill by the State of Minnesota to acquire property for and to predesign and design, construct, furnish, and equip a new building and adjacent outdoor public space improvements, including surface lot parking areas, in the city of Crosslake to house a national loon center, to provide visitor, education, and exhibit facilities for the general public.

BE IT FURTHER RESOLVED that City of Crosslake has the legal authority to apply for financial assistance, and financial capability to fully and completely pay for the project and all other expenses that may occur to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City will comply with all applicable laws, environmental requirements, regulations, terms and conditions as stated in the grant agreement.

BE IT FURTHER RESOLVED that the City has read the **Conflict of Interest Policy** and certifies it will report any actual, potential, perceived, or organizational conflicts of interest upon discovery to the state related to the application or grant award.

BE IT FURTHER RESOLVED that the city has or will acquire fee title or permanent easement over the land described in the site plan and the contemplated use thereof are permitted by and will comply with all applicable use or other restrictions and requirements imposed by applicable zoning ordinances or regulations, and, if required by law, have been duly approved by the applicable municipal or governmental authorities having jurisdiction there over.

BE IT FURTHER RESOLVED, the city names itself as the fiscal agent for this project as:

Lori Conway
City Administrator
City of Crosslake
13888 Daggett Bay Rd
Crosslake, MN 56442

NOW, THEREFORE BE IT RESOLVED that the City Administrator is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the applicant.

Adopted by the Council this 10th day of November, 2025.

Jackson Purfeerst, Mayor

Lori A. Conway, City Administrator