

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, DECEMBER 10, 2018
7:00 P.M. – CITY HALL**

The Crosslake City Council met in the Council Chambers of City Hall on Monday, December 10, 2018. The following Council Members were present: Mayor Patty Norgaard, Dave Nevin, Dave Schrupp, Brad Nelson and Gary Heacox. Also present were City Administrator Mike Lyonais, City Clerk Char Nelson, Police Chief Erik Lee, Fire Chief Chip Lohmiller, Public Works Director Ted Strand, Park Director TJ Graumann, Land Service Specialist Jon Kolstad, City Attorney Brad Person, City Engineer Phil Martin, 2019 Council Member Elect John Andrews, Northland Press Reporter Bill Monroe, and Echo Publishing Reporter Erin Bormett. There were approximately twenty people in the audience.

A. CALL TO ORDER – Mayor Norgaard called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. Mayor Norgaard thanked Bill Monroe of the Northland Press and Erin Bormett of the Echo Journal for their reporting of City issues.

B. CONSENT CALENDAR – MOTION 12R-01-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Special Council Meeting Minutes of November 13, 2018
 2. Regular Council Meeting Minutes of November 13, 2018
 3. City – Month End Revenue Report dated November 2018
 4. City – Month End Expenditures Report dated November 2018
 5. November 2018 Budget to Actual Analysis
 6. Memo dated December 10, 2018 from Mike Lyonais Re: Tax Increment Financing Reimbursement
 7. Police Report for Crosslake – November 2018
 8. Police Report for Mission Township – November 2018
 9. Fire Department Report – November 2018
 10. North Memorial Ambulance Report – November 2018
 11. Planning and Zoning Monthly Statistics
 12. Planning and Zoning Commission Meeting Minutes of October 26, 2018
 13. Public Works Meeting Minutes of November 5, 2018
 14. Park/Library Commission Meeting Minutes of October 24, 2018
 15. Crosslake Roll Off Recycling Report for November 2018
 16. Waste Partners Recycling Report for October 2018
 17. EDA Meeting Minutes of November 1, 2018
 18. Resolution No. 18-36 Accepting Donations
 19. Resolution No. 18-37 Establishing Polling Place for 2019
 20. Memo dated December 4, 2018 from City Clerk Re: Retroactive Approval of Bills for Payment
 21. Bills for Approval in the Amount of \$135,891.24
- MOTION CARRIED WITH ALL AYES.

C. PUBLIC FORUM – None.

D. CRITICAL ISSUES

1. Mayor Norgaard gave a brief history of the events leading up to the City becoming a Bird City member. Catherine McGoldrich of 13625 County Road 109, Merrifield, MN, noted that the City approved a resolution in September proclaiming International Migratory Bird Day in Crosslake on May 18, 2019 and that the next step was to submit the application to Audubon Minnesota. MOTION 12R-02-18 WAS MADE BY PATTY NORGAARD AND SECONDED BY DAVE SCHRUPP TO PAY A ONE-TIME APPLICATION FEE OF \$200 TO AUDUBON MINNESOTA FOR APPLICATION TO BECOME BIRD CITY MEMBER. MOTION CARRIED WITH ALL AYES.
2. Jess Eide of the Winterfest Committee gave a recap of the events to take place during the 16th Annual Winterfest, February 1-3, 2019. As required by the MN Department of Health, MOTION 12R-03-18 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO APPROVE THE SERVING OF SOUP DURING WINTERFEST ON SATURDAY, FEBRUARY 2, 2019. MOTION CARRIED WITH ALL AYES.

Cindy Myogeto spoke briefly about last year's Fourth of July celebration and the success of the fireworks display along with the music provided by Hubbard Broadcasting. The plans are the same for 2019. Because the City is a major donor of the fireworks, Ms. Myogeto asked which Saturday the fireworks should be displayed. It was the consensus of the Council to have the fireworks on Saturday, July 6, 2019.

Cindy Myogeto thanked Patty Norgaard and Brad Nelson for their support of local business and community events.

3. Michael O'Connell of the Crosslakers gave the Council an update on the National Loon Center, Dog Park, and Historical Society. Mr. O'Connell thanked the Babinski Foundation for the donation of fencing and labor at the Dog Park at a value of \$15,000. Security cameras need to be installed before the park can open. There are plans for trees to be planted and benches installed. Mr. O'Connell thanked TJ Graumann, Ted Strand, Public Works, Lions and the businesses that have supported the Dog Park.

Mayor Norgaard recognized and thanked Tim Schalow of the Light Up the Dam Committee for a beautiful Christmas light display at the Corps of Engineers Campground. Mr. Schalow thanked Public Works for storing the supplies.

Mayor Norgaard gave a shout out to all of the people involved with the Crosslakers and stated that they have changed the trajectory of the City.

E. CITY ADMINISTRATOR'S REPORT

1. Mike Lyonais stated that some Council Members planned to be out of town during the winter months and that they wished to use Skype to attend the meetings. The process was tested last week. Gary Heacox and Dave Nevin were not in favor using Skype. City Clerk Char Nelson stated that the State allows this as long as the public can see the members and that votes are taken by roll-call.
2. MOTION 12R-04-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO APPROVE THE 2019 FEE SCHEDULE AS PRESENTED WITH THE ADDITION OF A \$25 FEE FOR POPCORN MACHINE RENTAL. MOTION CARRIED WITH ALL AYES.

Mike Lyonais reported that staff is working with 5 Bugles on some revisions to the City Center project and that more information will be provided in January.

Mike Lyonais asked that the Council hold a Special Meeting to consider approval of a union contract. It was the consensus of the Council to conduct this meeting on Wednesday, December 19 at 8AM.

On behalf of staff, Mike Lyonais thanked Patty Norgaard and Brad Nelson for their support of staff and dedication to the City.

Mayor Norgaard thanked Attorney Person, Mike Lyonais and Char Nelson for their work for the City.

F. COMMISSION REPORTS

1. PLANNING AND ZONING

MOTION 12R-05-18 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE METES AND BOUNDS SUBDIVISION, DAVID NEVIN, 120102200000009, INVOLVING 20.18 ACRES INTO TWO TRACTS AND TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION FEE. MOTION CARRIED 4-0 WITH NEVIN ABSTAINING.

2. PUBLIC WORKS/CEMETERY/SEWER

Ted Strand provided a quote for a Kubota backhoe. The 1994 backhoe that staff uses now is in need of costly repairs but could be used as a trade-in on new equipment. There is \$50,000 in the 2019 budget for this piece of equipment. Mr. Strand asked for permission to purchase the backhoe now so that it can be delivered and paid for in January 2019. Brad Nelson noted that Quality Equipment has been a good company to work with. MOTION 12R-06-18 WAS MADE BY BRAD NELSON AND SECONDED BY GARY HEACOX TO APPROVE THE PURCHASE OF A KUBOTA KX057-4R3AP BACKHOE FROM QUALITY EQUIPMENT SALES AND SERVICES AT A COST OF \$50,393.06 AFTER TRADE IN OF \$15,000. MOTION CARRIED WITH ALL AYES.

3. PUBLIC SAFETY

Chief Erik Lee asked permission to purchase thermal imagers to be installed in squads. Thermal imagers are used to help locate missing persons or apprehend suspects on the run. The Baxter Police Department stated that the imagers have been helpful to them in many situations. The imagers would be paid for with donations and forfeiture funds. MOTION 12R-07-18 WAS MADE BY GARY HEACOX AND SECONDED BY DAVE SCHRUPP TO APPROVE THE PURCHASE OF THREE NOPTIC THERMAL IMAGERS AT A COST NOT TO EXCEED \$9,000 INCLUDING INSTALLATION. Dave Nevin questioned whether all the funds used for the purchase would come from donations and forfeitures. MOTION CARRIED WITH ALL AYES.

4. PARK AND RECREATION/LIBRARY

TJ Graumann reported that long-time Park Maintenance Worker, Ron Harkin, will be retiring at the end of the month. Mr. Graumann stated that Ron is a hard-worker and easy

to work with and that he will be greatly missed. MOTION 12R-08-18 WAS MADE BY DAVE NEVIN AND SECONDED BY DAVE SCHRUPP TO ACCEPT RON HARKIN'S RESIGNATION EFFECTIVE 12/31/18. MOTION CARRIED WITH ALL AYES.

MOTION 12R-09-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY GARY HEACOX TO APPROVE THE CONTRACT WITH KITCHIGAMI REGIONAL LIBRARY SYSTEM FOR 2019 WHICH PROVIDES \$5,000 TO THE CITY FOR THE PURCHASE OF NEW BOOKS. MOTION CARRIED WITH ALL AYES.

MOTION 12R-10-18 WAS MADE BY DAVE NEVIN AND SECONDED BY BRAD NELSON TO APPROVE THE 2019 LUTHERAN SOCIAL SERVICES SENIOR NUTRITION PROGRAM SITE USE AGREEMENT. MOTION CARRIED WITH ALL AYES.

TJ Graumann gave a brief update on the ice rink and reported that the Community Center will close at 4:00 P.M. on December 31st.

Mayor Norgaard asked Ted Strand, Chip Lohmiller, TJ Graumann, Erik Lee and Jon Kolstad to stand and thanked them, as well as Cheryl Stuckmayer who was not in attendance, for their dedication to the City and their care of the citizens of Crosslake.

G. PUBLIC FORUM – Michael O'Connell of 35411 reported that there is a local vendor in Crosslake that may have less expensive benches than what the Park purchases for the City.

H. OLD BUSINESS – None.

I. NEW BUSINESS – Dave Nevin proposed having a special meeting in January to get public input on the upcoming major projects that the City is facing and to consider filling the vacancy on the Council. MOTION 12R-11-18 WAS MADE BY DAVE NEVIN AND SECONDED BY GARY HEACOX TO HOLD A SPECIAL MEETING ON MONDAY, JANUARY 7, 2018 AT 6:00 P.M. FOR THE PURPOSE OF TAKING PUBLIC COMMENT REGARDING CITY PROJECTS AND TO CONSIDER FILLING THE VACANT SEAT ON THE CITY COUNCIL. Pam Graves of 14131 Sugarloaf Road stated that it would be difficult for the public to comment on projects that the Council has already decided to include in the 2019 budget. MOTION CARRIED WITH ALL AYES.

J. MAYOR'S REPORT – Mayor Norgaard read a statement regarding tax forfeit land on Duck Lake. The City had considered purchasing the land in April and was later told by the County that the City would only have 1/5 interest in the property. In May the City voted not to purchase the land. The public has been using the private property since that time and the Mayor wanted to state publicly that the land is privately owned and anyone on the land is trespassing.

Mayor Norgaard stated that being the Mayor of Crosslake has been a great experience and thanked Tim Bray, Rob Hall and Dave Reese for their assistance on projects.

Mayor Norgaard thanked Brad Nelson for his service and four-year term as Council Member and awarded him a "Friend of the City" certificate.

K. CITY ATTORNEY REPORT – Pursuant to M.S. 13D, Subd. 3b subject to attorney client privilege to discuss pending litigation/settlement information, MOTION 12R-12-18 WAS MADE BY DAVE SCHRUPP AND SECONDED BY DAVE NEVIN TO MOVE INTO CLOSED SESSION AT 7:50 P.M. MOTION CARRIED WITH ALL AYES.

L. ADJOURN - The Council resumed the open session and the Mayor adjourned the meeting at 8:10 P.M.

Respectfully submitted by,



Charlene Nelson
City Clerk
City Clerk/Minutes/12-10-18

City of Crosslake

RESOLUTION 18-36

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
Park & Library Foundation	\$393.24	Halloween Party
	\$89.11	File Cabinet
Mission of the Cross Lutheran Church Ladies Guild	\$100.00	Fire Department
Craig Sauer	Ping Pong Table	Community Center Recreation
Dave Schrupp	Used Door	New Storage Room for Library

; 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 December, 2018.


 Patty Norgaard
 Mayor

ATTEST:


 Michael R. Lyonais
 City Administrator
 (SEAL)

**RESOLUTION NO. 18-37
CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA**

RESOLUTION ESTABLISHING POLLING PLACE


WHEREAS, per Minnesota State Statute 204B.16, subd. 1 the governing body of each municipality must designate by ordinance or resolution a polling place by December 31st of each year;

NOW, THEREFORE, BE IT RESOLVED, by the Crosslake City Council, that the polling place for the calendar year 2019 City of Crosslake, Precincts 1 and 2, is:

Crosslake Community Center
14126 Daggett Pine Road
Crosslake, MN 56442

Adopted by the Council this 10th day of December, 2018.


Patty Norgaard
Mayor


Charlene Nelson
City Clerk

BILLS FOR APPROVAL
December 10, 2018

VENDORS	DEPT		AMOUNT
AAA Rental, mini excavator rental	Cemetery		200.00
Ace Hardware, bulbs	PW		19.96
Ace Hardware, caulk, hardware	Gov't		36.94
Ace Hardware, office supplies	Park		38.74
Ace Hardware, bulb, film kit	Park		22.98
Ace Hardware, tape	Park		6.99
Ace Hardware, flex seal	Park		13.99
Ace Hardware, primer	Park		19.98
Ace Hardware, clamps	PW		23.98
Ace Hardware, screwdrivers, hardware	PW		66.27
Ace Hardware, hook, padlock, brushes	Park		14.48
Ace Hardware, hardware	Park		2.45
Ace Hardware, hardware	PW		19.40
Ace Hardware, heater	Sewer		89.98
Ace Hardware, hook	Park		4.99
Ace Hardware, valve	Park		9.99
Ace Hardware, fence	Park		23.98
Ace Hardware, hardware	Park		6.85
Ace Hardware, clamp, hooks	Park		16.75
Ace Hardware, bits, blades	PW		10.57
Ace Hardware, air filters	Sewer		62.87
Ace Hardware, tape	PW		17.39
Ace Hardware, gloves	PW		36.37
Ace Hardware, pail, rags, tape, brushes, sponges	Fire		122.05
Ace Hardware, hardware	Park		3.59
Ace Hardware, mouse traps	PW		14.17
American Door Works, garage doors	Sewer		7,092.00
American Steel, supplies	PW		136.00
American Welding, supplies	PW		100.38
AW Research, water testing	Sewer		258.30
Backyard Rinks, hockey rink kit	Park		4,032.56
Baker & Taylor, books	Library		51.24
Birchdale Fire & Security, quarterly monitoring	Gov't		162.00
BLAEDC, 2nd half 2018 funding	EDA		3,750.00
Blue Cross Blue Shield, health insurance	ALL		22,581.00
Bolton & Menk, citywide sewer study	Sewer		9,882.50
Bolton & Menk, moonlite bay sewer extension	Sewer		16,760.00
Boog Plumbing, tighten valve	Park		80.00
Brainerd Hydraulics, hose	PW		18.04
Breen & Person, legal fees	ALL		690.00
Build All Lumber, lumber	Sewer		168.58
City of Crosslake, sewer utilities	PW/Gov't		144.00
Clean Team, december cleaning	PW/Gov't		1,002.50
Corey Nelson, uniform reimbursement	Park	pd 12-4	266.05
Costco, membership dues	Gov't		60.00

Council #65, union dues	Gov't		385.00
Crosslake Communications, phone, fax, cable, internet	ALL		1,789.46
Crosslake Rolloff, recycling	Gov't		2,695.00
Crow Wing County Highway Department, fuel	ALL		2,763.14
Culligan, water and cooler rental	PW/Gov't		85.10
Dacotah Paper, janitorial supplies	Park		289.22
Delta Dental, dental insurance	ALL		1,414.65
Demco, tape, labels, stamp pad	Library		217.02
East Side Oil, recycling	Gov't		50.00
Fastenal, tie downs, screws	PW		210.45
Fire Instruction & Rescue, forcible entry, ladder/ropes	Fire	pd 11-15	1,800.00
Fire Instruction & Rescue, ice rescue training	Fire	pd 12-3	600.00
Fortis, disability	ALL		660.76
Galls, uniform	Police		610.71
Galls, uniform	Police		180.37
Gracie Uecker, refund book fine	Library		4.00
Great Northern Environmental, monitor board kit	Sewer		1,614.13
Guardian Pest Solutions, pest control (november)	Gov't	pd 11-15	77.60
Guardian Pest Solutions, pest control (december)	Gov't		77.60
Hawkins, chemicals	Sewer		1,152.11
Hawkins, pump	Sewer		1,127.73
Hildi, actuarial valuation	Gov't		2,720.00
Holden Electric, check civil defense sirens	Gov't		157.40
Holden Electric, lightning strike repairs	PW		10,266.63
Holden Electric, fix exhaust fan	Ambulance		370.80
Holden Electric, sewer project	Sewer		1,204.95
Holden Electric, repairs, maintenance	Sewer		8,021.25
Inspections Plus, bleacher compliance inspection	Park		150.00
Johnson, Killen, & Seiler, labor attorney fees	Gov't		451.50
Kris Engineering, sewer project	Sewer		1,547.32
Kyle Ross, membership reimbursement	Park		97.52
Lakes Area Gallery, framing	Gov't		134.32
Lakes Gas, bulk lp	Park		279.46
League of MN Cities, leadership conference	Council		225.00
Mail Finance, postage meter rental	Gov't		236.49
Maney International, truck repairs	PW		915.54
Marco, copier lease	Park	pd 12-3	237.99
Mastercard, Amazon.com, hi-low hitch	Park		136.39
Mastercard, Amazon.com, fitness equipment	Park		75.15
Mastercard, Amazon.com, fitness equipment	Park		77.26
Mastercard, Amazon, hdmi cord	Police		18.31
Mastercard, Amazon, surface case	Fire		107.32
Mastercard, Best Buy, microsoft surface accessories	Fire		183.63
Mastercard, Brainerd Dispatch, subscription	Library		205.65
Mastercard, BSN Sports, net, floor tape	Park	pd 11-27	109.93
Mastercard, BSN Sports, basketballs	Park		69.78
Mastercard, CDW, office 2019	Police		280.38
Mastercard, Complete Integrated Solutions, computer	Police	pd 11-27	3,679.00

Mastercard, DG, pop	Gov't		10.74
Mastercard, Home Depot, high torque impact driver	Park		299.00
Mastercard, Interstate Power Systems, fuel filter static mixer	Sewer		75.01
Mastercard, Microsoft, software and surface pro 6	Fire		1,229.97
Mastercard, MN Board of Accountancy, membership dues	Admin		101.50
Mastercard, Office Max, chairs	Park		5,607.00
Mastercard, Post Office, postage	Park		10.00
Mastercard, Reeds Market, halloween party	Park	pd 11-27	21.40
Mastercard, Reeds Market, meeting	Park		7.18
Mastercard, Secretary of State, notary renewal	PZ		120.00
Mastercard, Spa Partners, gym equipment wipes	Park	pd 11-27	333.56
Mastercard, Walmart, fitness equipment	Park		874.03
Mastercard, magazine subscription	Library		10.00
Mastercard, travel expenses	Police	pd 11-26	241.72
Menards, supplies	PW		88.84
Menards, heater, humidifier	Sewer		56.98
Midwest Machinery, camera	Park		546.61
MN Life, life insurance	ALL		261.20
MN State Fire Chiefs Assn, conference	Fire		300.00
MR Sign, e911 addresses	PW		75.56
Napa, power service diesel	Sewer		102.12
NCPERS-Life Insurance	ALL		112.00
North Country Plumbing, install meter	Sewer		325.00
Northland Press, meeting notice of 11/20	PZ		89.25
Northland Press, storytime ad	Library		35.64
Northland Press, meeting notice of 12/7	PZ		55.25
Northland Press, ordinance 355	Gov't		63.75
Northland Trust, paying agent fee	PW		750.00
Oasis Oil, diesel fuel	Sewer		822.00
Owen Mejdrich, refund book fine	Library		14.22
Pinnacle Property, tree removal	PW	pd 12-3	145.00
Premier Auto, mount and balance tires	Police		93.48
Premier Auto, mount and balance tires	Police		72.00
Reeds Market, pop	Gov't		25.99
Reeds Market, propane exchange	PW		19.99
Shannons Auto Body, blade wing extensions	PW		738.90
Simonson Lumber, lumber	Park		48.00
Simonson Lumber, roll up door	PW		401.16
Streichers, uniform	Police		194.97
Streichers, uniform	Police		159.93
Teamsters, union dues	Police		194.00
The Office Shop, post it notes, binders	Park		36.72
The Office Shop, frames, correction tape	Admin		47.99
The Office Shop, file folders	Admin		34.08
The Police and Sheriffs Press, id badges	Park		32.50
TJ Graumann, mileage reimbursement	Park		86.11
Ultimate Safety Concepts, safety supplies	Fire		126.26

Ultimate Safety Concepts, sensor modules	Fire		1,338.11
US Bank, copier lease	Gov't	pd 12-3	156.00
Verizon, m2m charges	Police		38.52
Xcel Energy, gas utilities	ALL		1,263.17
Ziegler, bolts, nuts	PW		94.95
	TOTAL		135,891.24