

REGULAR COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, OCTOBER 28, 2013  
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, October 28, 2013. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, Gary Heacox, John Moengen and Mark Wessels. Also present were City Administrator/Consultant Dan Vogt, City Clerk Char Nelson, Public Works Director Ted Strand, Finance Director/Treasurer Mike Lyonais, Crow Wing County Land Services Supervisor Chris Pence, City Attorney Brad Person, Northland Press Reporter Paul Boblett, and Echo Publishing Reporter Kate Perkins. There were approximately seven people in the audience.

**A. CALL TO ORDER** – Mayor Schneider called the Regular Council Meeting to order at 7:03 P.M. The Pledge of Allegiance was recited. MOTION 10R2-01-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

**B. CONSENT CALENDAR** – MOTION 10R2-02-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) REGULAR MEETING MINUTES OF OCTOBER 14, 2013; (2.) SPECIAL MEETING MINUTES OF OCTOBER 24, 2013; (3.) LETTER DATED OCTOBER 17, 2013 FROM CROW WING POWER RE: MUNICIPAL METER RELIEF PROGRAM; (4.) CROW WING COUNTY SHERIFF'S OFFICE COMMUNITY UPDATE; (5.) WASTE PARTNERS RECYCLING REPORT FOR SEPTEMBER 2013; (6.) MEMO DATED 10/28/13 FROM CHIEF HARTMAN RE: PURCHASE 2014, FORD POLICE INTERCEPTOR SQUAD CAR (7.) RESOLUTION NO. 13-20 REGARDING UNPAID SEWER CHARGES; (8.) BILLS FOR APPROVAL IN THE AMOUNT OF \$12,139.91; (9.) ADDITIONAL BILLS FOR APPROVAL IN THE AMOUNT OF \$13,274.92; AND (10.) MEMO DATED OCTOBER 25, 2013 FROM CITY CLERK RE: ACCEPTANCE OF \$150 DONATION TO THE FIRE DEPARTMENT. MOTION CARRIED WITH ALL AYES.

**C. MAYOR'S REPORT**

1. The Mayor invited the public to the video presentation and group discussion of BOOMTOWN USA, The 7 ½ Keys to Big Success in Small Towns that will be held in City Hall on November 7, 2013 from 7:00 P.M. to 9:00 P.M. Don Hickman from the Initiative Foundation will be the moderator.

In response to a letter from Dick Bipes of 13660 E Shore Court dated September 26, 2013 regarding the Planning and Zoning Department Assessment, Mayor Schneider stated that a monthly Planning and Zoning report will be included in the Council Packets to keep the public informed of Planning and Zoning issues.

**D. CRITICAL ISSUES** – MOTION 10R2-03-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO OPEN THE PUBLIC HEARING FOR CONSIDERATION OF ROAD VACATION REQUEST FROM JUNE WALLACE OF 37310 SILVER PEAK ROAD AT 7:20 P.M. MOTION CARRIED WITH ALL AYES. Patrick Trottier of Stonemark Land Surveying Inc., representative of June Wallace, addressed the Council and displayed maps of the tract of land to be vacated. Adjacent

property owners June Wallace and Richard Sandrok have both signed the petition to request vacation of the road and have agreed to divide the parcel evenly between them. By vacating this parcel, June Wallace will be able to build a garage and have a private driveway.

John Moengen informed the Council that the Public Works Commission discussed the issue and recommended denial of the road vacation due to the possibility of land locking parcels that could be developed in the future. Mark Wessels stated that the Park and Recreation/Library Commission did not have a quorum for a meeting, however, the members that were in attendance were not in favor of any road vacations.

A lengthy discussion ensued regarding whether the City would ever build a road in this area that would connect Milinda Shores Road to Silver Peak Road. Because there is an existing trail to the east/southeast off of Staley Lane, it would be unlikely that the City would need this parcel in the future in order to make the connection. Council debated whether recording of the easement for access over the vacated parcel should be a condition of approval. Steve Roe suggested that the City and landowner swap land to avoid the road vacation.

MOTION 10R2-04-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO CLOSE THE PUBLIC HEARING AT 7:50 P.M. MOTION CARRIED WITH ALL AYES.

MOTION 10R2-05-13 WAS MADE BY MARK WESSELS AND SECONDED BY STEVE ROE TO TABLE ACTION ON THE ROAD VACATION REQUEST UNTIL THE NOVEMBER 18, 2013 COUNCIL MEETING. Mr. Trotter will discuss the options with his client.

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

1. City Administrator/Consultant Dan Vogt informed the Council that a decision needs to be made regarding the recycling program which affects the disbursement of SCORE Funds from the County. SCORE Funds will be decreased if the City only reports recycling numbers from Crosslake Rolloff. In order to maintain or increase the funds, the City would need to report recycling from private haulers as well. A discussion ensued regarding the value of Crosslake Rolloff to seasonal residents and whether the City should subsidize the recycling program. Mr. Vogt stated that he will discuss the City's concerns with Doug Morris of Crow Wing County Solid Waste and bring some options back to the Council.
2. Dan Vogt informed the Council that he and Attorney Steve Fecker have had two meetings with Ken Anderson regarding a separation package but no agreement has been made. AFSCME has not set a meeting date to negotiate a separation package for Bryan Hargrave.
3. Dan Vogt has held two meetings with department heads to discuss wage increases and benefits. A proposal from the department heads will be brought to the Personnel Committee for consideration before the next Council Meeting.
4. Mr. Vogt is currently gathering information on policies for commission member appointments. This information will be brought to the Council at the next regular meeting.

#### **F. COMMISSION REPORTS**

##### **1. PLANNING AND ZONING**

- a. Included in the packet for Council information was a memo dated October 23, 2013 from Chris Pence regarding issues with the current ordinance. Mr. Pence sites two instances as examples where there is contradicting wording in the ordinance. The language is not clear and needs to be revised. Mr. Pence will be working on addressing these types of problems in the ordinance.
- b. Chris Pence reported that the 2012 P&Z Commission resolutions were not recorded at the Crow Wing County Recorder's Office. This includes 28 variances and 2 conditional use permits. The 2013 resolutions have also not been recorded. MOTION 10R2-06-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO DIRECT THE MAYOR TO SIGN TWO RESOLUTIONS MISSING THE P&Z COMMISSION CHAIR SIGNATURES AND TO DIRECT CHRIS PENCE TO SIGN ALL THE 2012 RESOLUTIONS SO THAT THEY CAN BE RECORDED AT THE RECORDER'S OFFICE. MOTION CARRIED WITH ALL AYES.
- c. MOTION 10R2-07-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO APPROVE THE METES AND BOUNDS SUBDIVISION OF PROPERTY OWNED BY ERICK AND PAULA BAUMAN LYING WEST OF LAKE STREET. MOTION CARRIED WITH ALL AYES.

MOTION 10R2-08-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO ACCEPT CASH IN LIEU OF LAND FOR PARK DEDICATION FEES FROM THE BAUMAN'S FOR THE SUBDIVISION. MOTION CARRIED WITH ALL AYES.

- d. Chris Pence gave a brief summary of zoning permits issued from January 1<sup>st</sup> to October 17<sup>th</sup>.

**G. CITY ATTORNEY REPORT** – None.

**H. OLD BUSINESS** – None.

**I. NEW BUSINESS** – None.

**J. PUBLIC FORUM** – None.

**K. ADJOURN** – MOTION 10R2-09-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY DARRELL SCHNEIDER TO ADJOURN THE MEETING AT 8:10 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson  
City Clerk

Deputy Clerk/Minutes/10-28-13

RESOLUTION NO. 13-20

CITY OF CROSSLAKE  
COUNTY OF CROW WING  
STATE OF MINNESOTA

RESOLUTION REGARDING UNPAID SEWER CHARGES

WHEREAS, Minnesota Statute Section 444.075 subd. 3 provides that municipalities may make the charges for connection to sewer facilities and the use charges for such sewer facilities a charge against the owner, lessee, occupant of the property, and may provide a covenant for certifying unpaid charges to the County Auditor with taxes against the property served for collection as other taxes are collected; and

WHEREAS, the City of Crosslake City Code, Chapter 50 Section 50-624 provides that each and every sewer service charge levied by and pursuant to this Chapter is hereby made a lien upon the lot or premises served, and all such charges which are on October 15<sup>th</sup> of each year past due and delinquent, shall be certified to the County Auditor as taxes or assessments on the real estate; and

WHEREAS, as of October 15, 2013, the following sewer charges were past due and delinquent:

<u>TAX PAYER NAME</u>	<u>REAL ESTATE CODE</u>	<u>AMOUNT</u>
Deloren E Anderson	120163204GC0009	972.40
Deloren & Marilyn Anderson	120212400AHB009	486.20

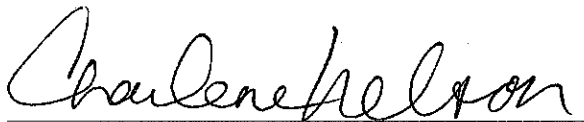
Total \$1,458.60

THEREFORE, BE IT RESOLVED that the City of Crosslake City Council hereby certifies as delinquent the following sewer service charges as of October 15, 2013, as taxes or assessments on the real estate identified above:

Adopted by the Crosslake City Council this 28th day of October 2013.



Darrell Schneider  
Mayor



Charlene Nelson  
City Clerk

**BILLS FOR APPROVAL**  
**October 28, 2013**

<b>VENDORS</b>	<b>DEPT</b>		<b>AMOUNT</b>
AW Research, water testing	Sewer		262.80
Baker and Taylor, books	Library		33.19
Business Forms, payroll checks	Admin		121.84
Chip Lohmiller, reimburse for travel expenses	Fire	pd 10-22	524.83
Crosslake Demolition, washed sand	PW		1,410.75
Crow Wing County Attorney, 3rd quarter fines	Police		1,518.28
Don Kosloski, travel reimbursement	Fire	pd 10-22	764.62
GLS Promotions, service award	PW		47.00
Guardian Pest solutions, pest control	ALL		82.94
Hawkins, chemicals	Sewer		301.01
Holiday, premium fuel	PW		52.02
Holiday, premium fuel	P&R		49.33
Marco, copier lease	ALL		428.25
Mastercard, Fleet Farm, uniform, diesel additive	PW		396.60
Mastercard, Office Max, paper, pens, receipts	P&R		164.76
Mastercard, Office max, calculator	Library		9.65
Mastercard, Road ID, monster dash supplies	P&R	pd 10-22	21.86
Mastercard, Trophy Depot, race medals	P&R		118.19
MedTech Resource, gloves, tools	Fire		647.19
Mike Lyonais, reimburse mileage	Admin	pd 10-22	30.51
MN State Fire Dept Assn, membership dues	Fire		135.00
MR Sign, address signs	PW		111.26
North American Salt Company, road salt	PW		3,927.03
Premier Auto Repair, mount and balance tires	Police		60.00
Premier Auto Repair, oil change, abs wire repair	Police		427.07
Simonson, treated lumber	PW		45.89
The Office Shop, ink cartridges	P&Z		77.99
Xcel En ergy, gas utilities	ALL		120.33
Zee Medical Service, 1st aid kit supplies	PW		249.72
<b>TOTAL</b>			<b>12,139.91</b>

**ADDITIONAL BILLS FOR APPROVAL**  
**October 28, 2013**

VENDORS	DEPT	AMOUNT
Antonio Donato, soccer ref	P&R	50.00
Baker & Taylor, books	Library	9.97
Brainerd Overhead Door, door repair	PW	634.91
Crow Wing County Highway Dept, fuel	ALL	3,250.89
DJV Consulting, consulting fees	Gov't	2,940.00
Herculift, replace governor	PW	1,805.40
Mastercard, Home Depot, drill	PW	213.68
Mastercard, Menards, halloween party supplies	P&R	36.00
Mastercard, Office Max, ink cartridges	PW	113.77
Mastercard, Office Max, monster dash supplies	P&R	37.66
Mastercard, Walmart, halloween party supplies	P&R	209.16
Mastercard, Walmart, batteries, coffee	P&R	37.94
Mastercard, Walmart, monster dash supplies	P&R	69.37
Mastercard, Walmart, monster dash supplies	P&R	166.69
Municipal Emergency Services, responder backpack	Fire	207.87
Northwood Turf and Power, muffler	PW	67.90
Planning and Zoning Commissioners, 3rd quarter meetings	P&Z	425.00
Premier Auto, replace brake pads	Police	316.91
Scott Owens, head soccer coach	P&R	500.00
Simonson Lumber, lumber	P&R	32.94
Sirchie, test kits	Police	91.57
Team Laboratory, ice melt	PW	908.44
Terry kinkaid, reimburse for uniform expense	P&R	79.72
Uniforms Unlimited, uniform	Police	226.98
Verizon, air card and ipad charges	P&Z/Police	165.11
Ziegler Cat, coolant element	PW	687.01
<b>TOTAL</b>		<b>13,274.92</b>