

REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, JANUARY 14, 2013
7:00 P.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, January 14, 2013. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, Gary Heacox, Jon Moengen and Mark Wessels. Also present were Interim City Administrator Jenny Max, Community Development Director Ken Anderson, Police Chief Bob Hartman, Public Works Director Ted Strand, Park and Recreation Director Jon Henke, General Manager Paul Hoge, City Engineer Dave Reese, Northland Press Reporter Paul Boblett, and Echo Publishing Reporter Kate Perkins. There were approximately thirty-five people in the audience.

A. CALL TO ORDER – Mayor Schneider called the Regular Council Meeting to order at 7:00 P.M. MOTION 01R-01-13 WAS MADE JOHN MOENGEN AND SECONDED BY GARY HEACOX TO ACCEPT THE ADDITIONS TO THE AGENDA AS PRESENTED. MOTION CARRIED WITH ALL EYES.

B. CRITICAL ISSUES –

1. Jon Henke reported that the Crosslake Chamber has requested permission to add fireworks and sleigh rides to the list of activities held during the Winterfest celebration on Friday, February 1st at the Crosslake Community Center. The fireworks display would take place at 8:00 P.M. Jon Henke, Cindy Myogeto, and Jenny Max met with Dean Kuhn of Zambelli Fireworks at the Community Center to discuss possible locations of the fireworks display area. The plan would be to light the fireworks from the baseball field directly behind the Community Center. The field would provide a fenced in area for the fireworks crew and also contain the fireworks to the defined space. Although Henke thinks the fireworks will be a great addition to the celebration, he is concerned about the liability and safety of the participants and the City. Henke recommended that the City of Crosslake be added as additionally insured on the certificate of insurance for Zambelli Fireworks (\$10 million policy) and for the sleigh ride provider. Information must be presented to the City at least three days prior to the event. In addition to the certificate of insurance, Henke would like written documentation that the City will be held harmless and also indemnify the City for liability arising out of the activities provided for Winterfest. The City of Crosslake will require that the sleigh rides cease before the fireworks display starts to avoid horses from being startled. An area for spectators will be sectioned off by cones to keep the public back at a safe distance. The City will require the fireworks technicians to search for unexploded fireworks after the event and also come back the following day during day light hours to make sure all debris and mortars are picked up after the event. Other events would include ice skating, outdoor movies, and a snow mountain.

Jess Eide of Moonlite Bay thanked the City Staff for their assistance with the preparation of the celebration. The event attracts approximately 5,000 people to Crosslake.

Dick Kuhn of Zambelli Fireworks stated that fireworks are becoming a common attraction at winter events in the area and that he feels comfortable with the safety precautions proposed at the Community Center. MOTION 01R-02-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE ADDITION OF FIREWORKS AND SLEIGH RIDES FOR THE WINTERFEST CELEBRATION ON FEBRUARY 1, 2013 PENDING THE RECEIPT OF LIABILITY DOCUMENTATION. MOTION CARRIED WITH ALL AYES.

2. Crow Wing County Sheriff Todd Dahl addressed the Council with a community update. 2012 was a busy year for the Sheriff's Department. Recent trend has shown that they are busy year round, not only in the summer months. Ice on area lakes is still unstable. Drugs of choice in this area are meth and marijuana. Burglaries are down. The 800 MHz system is almost complete throughout the County. The Sheriff is trying to get deputies into more areas of the county. There is GPS on the squads so he can see where the deputies are at any time. There were approximately 20 more fatal accidents in 2012 from 2011. This could be attributed to 2011's mild winter and motorcyclists having a longer riding season. Steve Roe asked about the recent string of burglaries in the county. The Sheriff responded that thieves are targeting homes that are empty for the winter season. There are no suspects at this time and it takes time to process fingerprints and crime scene information.

In response to the Newtown, Connecticut shootings, Chief Bob Hartman addressed the Council and reported that local law enforcement is asking for the public's help in identifying possible criminals that plan to harm others. Before a shooter carries out his plans, he dreams, draws, writes, discusses, twitters, gathers, purchases, practices, dresses, loads, transports, and approaches. This is when the public can step in and report suspicious activity and threats made by individuals.

C. ORGANIZATIONAL MEETING APPOINTMENTS –

1. Designate Acting Mayor – MOTION 01R-03-13 WAS MADE BY DARRELL SCHNEIDER AND SECONDED BY MARK WESSELS TO APPOINT JOHN MOENGEN AS ACTING MAYOR. MOTION CARRIED WITH ALL AYES.
2. Official Depositories – MOTION 01R-04-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY DARRELL SCHNEIDER TO APPROVE FRANDSEN BANK, BLACKRIDGE BANK, LAKES STATE BANK, 4M FUND, RIVERWOOD BANK AND MERRILL LYNCH AS THE OFFICIAL DEPOSITORIES. MOTION CARRIED WITH ALL AYES.
3. Designate Signatories on City Checking and Savings Accounts – MOTION 01R-05-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO APPROVE THE MAYOR, ACTING MAYOR, AND

CLERK/TREASURER AS SIGNATORIES ON CITY CHECKING AND SAVINGS ACCOUNTS. MOTION CARRIED WITH ALL AYES.

4. Designate Signatories on Crosslake Communications Checking and Savings Accounts – MOTION 01R-06-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE MAYOR, ACTING MAYOR, GENERAL MANAGER AND CLERK/TREASURER AS SIGNATORIES ON CROSSLAKE COMMUNICATIONS CHECKING AND SAVINGS ACCOUNTS. MOTION CARRIED WITH ALL AYES.
5. Appointment of 2 Ex-Officios to the Fire Relief Association –MOTION 01R-07-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO APPOINT THE MAYOR AND CLERK/TREASURER AS EX-OFFICIOS TO THE CROSSLAKE FIRE RELIEF ASSOCIATION BOARD OF TRUSTEES. MOTION CARRIED WITH ALL AYES.
6. Approve Appointment of City Engineer – Included in the packet for Council review was a proposal letter from Widseth Smith Nolting for the 2013 City Engineer appointment. Dave Reese noted that the rate increase was approximately 3%. MOTION 01R-08-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPOINT WIDSETH SMITH NOLTING AS THE CITY ENGINEER WITH CHARGES BILLED ACCORDING TO THE 2013 FEE SCHEDULE. MOTION CARRIED WITH ALL AYES.
7. Appointment of Legal Services – Included in the packet for Council review was a letter dated December 31, 2012 from City Attorney Mike Couri. Mayor Schneider read the letter to the audience. Because Mr. Couri feels that the public's trust has been compromised due to recent meetings with a local attorney and some council members, he requested that the Crosslake City Council not reappoint his firm as the City's Attorney for 2013. Mayor Schneider stated that the Council plans to get quotes and interview attorneys at a Special Council Meeting on Friday the 18th. The Personnel Committee interviewed attorneys five years ago, but the Council will do the interviewing this time. John Moengen stated that there are three interested attorneys at this time. Steve Roe asked if the City will publish an ad to obtain attorney bids. The Mayor replied that there was no plan to advertise the position. Mark Wessels asked if the firm Couri & Ruppe responded to an advertisement. Steve Roe replied that they had. MOTION 01R-09-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO ACCEPT THE RESIGNATION OF MIKE COURI AS CITY ATTORNEY. Steve Roe stated that he was uncomfortable with the City having no legal representation for any amount of time. The Mayor agreed that Mr. Couri should be kept on until a replacement is appointed. John Moengen suggested that the City could hire anyone in the interim if a legal matter arose. Steve Roe expressed his disappointment in not having prior knowledge of the attorney interviews as the other council members were already aware of the issue. Steve Roe added that there is no reason to not keep Mike Couri on until a replacement is appointed. MOTION 01R-10-13 WAS AMENDED BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO KEEP MIKE COURI ON AS CITY ATTORNEY UNTIL A NEW ATTORNEY HAS BEEN APPOINTED. MOTION CARRIED WITH ALL AYES.

MOTION 01R-11-13 WAS MADE BY DARRELL SCHNEIDER AND SECONDED BY JOHN MOENGEN TO APPROVE THE APPOINTMENT OF STEVE FECKER AS CITY LABOR ATTORNEY PER A 2013 LABOR RELATIONS PROPOSAL. Mayor Schneider noted that labor negotiations are scheduled for next Tuesday with the Teamsters Union. Mark Wessels asked if Fecker assisted the City with updating the Employee Handbook and suggested that the Council request quotes for new labor attorneys as well. John Moengen stated that he did not think a change was necessary at this time. MOTION CARRIED WITH ALL AYES.

MOTION 01R-12-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE APPOINTMENT OF MATTHEW R. MALLIE AS CITY PROSECUTING ATTORNEY. MOTION CARRIED WITH ALL AYES.

MOTION 01R-13-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO APPROVE THE APPOINTMENT OF BRIGGS & MORGAN AS CITY BOND COUNCIL. MOTION CARRIED WITH ALL AYES.

8. Approve Schedule of Regular Council Meetings – MOTION 01R-14-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY GARY HEACOX TO DESIGNATE THE SECOND MONDAY OF THE MONTH AT 7:00 P.M. FOR THE REGULAR COUNCIL MEETING. MOTION CARRIED WITH ALL AYES.
9. Appointment of Official Newspaper – Included in the packet for Council review were proposal letters from Northland Press and Echo Publishing. Mayor Schneider stated he was disappointed with inaccurate reporting of the Northland Press last year. Paul Boblett apologized for an error made and noted that a correction was printed the following week. Mark Wessels stated that he was unable to reach Pete Mohs of Echo Publishing to obtain information regarding their circulation. Steve Roe noted that the law requires a city to use the newspaper whose office is located within the city unless certain thresholds were met by competing newspapers. MOTION 01R-15-13 WAS MADE BY MARK WESSELS AND SECONDED BY GARY HEACOX TO APPROVE THE NORTHLAND PRESS AS THE CITY'S OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.
10. Approve 2013 Mileage Reimbursement Rate – MOTION 01R-16-13 WAS MADE BY DARRELL SCHNEIDER AND SECONDED BY JOHN MOENGEN TO APPROVE THE 2013 IRS MILEAGE REIMBURSEMENT RATE FOR THE CITY. MOTION CARRIED WITH ALL AYES.
11. Approve Weed Inspector – MOTION 01R-17-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPOINT MAYOR SCHNEIDER AS THE WEED INSPECTOR. MOTION CARRIED WITH ALL AYES.

12. Approve Assistant Weed Inspector – MOTION 01R-18-13 WAS MADE BY STEVE ROE AND SECONDED BY DARRELL SCHNEIDER TO APPOINT TED STRAND AS THE ASSISTANT WEED INSPECTOR. MOTION CARRIED WITH ALL AYES.
13. A memo dated January 4, 2013 from Mayor Schneider listed Committee Liaison Appointments for 2013. MOTION 01R-19-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE FOLLOWING COMMITTEE LIAISON APPOINTMENTS FOR 2013: BUILDINGS AND GROUNDS – STEVE ROE; CROSSLAKE COMMUNICATIONS UTILITY ADVISORY BOARD – JOHN MOENGEN; ECONOMIC DEVELOPMENT AUTHORITY – STEVE ROE AND MARK WESSELS; EMERGENCY MANAGEMENT DIRECTOR – BOB HARTMAN; FIRE DEPARTMENT – JOHN MOENGEN; PARK & RECREATION/LIBRARY – MARK WESSELS; PERSONNEL COMMITTEE – DARRELL SCHNEIDER, JOHN MOENGEN, CITY ADMINISTRATOR AND GENERAL MANAGER; PLANNING AND ZONING COMMISSION – GARY HEACOX; PUBLIC SAFETY – DARRELL SCHNEIDER, FIRE CHIEF, POLICE CHIEF, AND CITY ADMINISTRATOR; PUBLIC WORKS/CEMETERY/SEWER COMMISSION – JOHN MOENGEN; RECYCLING – STEVE ROE. MOTION CARRIED WITH ALL AYES.
14. A memo dated January 9, 2013 from Mayor Schneider listed new Commission Appointments for 2013. MOTION 01R-20-13 WAS MADE BY MARK WESSELS AND SECONDED BY DARRELL SCHNEIDER TO APPROVE THE FOLLOWING COMMISSION APPOINTMENTS FOR 2013: PLANNING AND ZONING COMMISSION – DAVID NEVIN APPOINTMENT TO FILL 1ST 3-YEAR TERM OF GARY HEACOX THAT EXPIRES 1/31/15, SCOTT JOHNSON APPOINTMENT TO 1ST 3-YEAR TERM TO EXPIRE 1/31/16, AARON HERZOG APPOINTMENT AS ALTERNATE. Steve Roe questioned why the Mayor did not follow the recommendation from the Planning and Zoning Commission to fill the vacancies. Mayor Schneider replied that he felt it was a good idea to have some builders on the commission. John Moengen agreed that the two appointments to Planning and Zoning would be good. MOTION CARRIED 4-1 WITH ROE OPPOSED.

MOTION 01R-21-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE APPOINTMENTS TO THE ECONOMIC DEVELOPMENT AUTHORITY – MARK WESSELS APPOINTMENT OF REQUIRED CITY COUNCIL TERM TO EXPIRE 1/31/2015, STEVE ROE APPOINTMENT OF REQUIRED CITY COUNCIL TERM TO EXPIRE 1/31/14, AL PLOEGER APPOINTMENT TO 1ST 6-YEAR TERM THAT EXPIRES 1/31/19. MOTION CARRIED WITH ALL AYES.

- D. CONSENT CALENDAR – MOTION 01R-22-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR: (1.) SPECIAL COUNCIL MEETING MINUTES OF DECEMBER 27, 2012; (2.) CITY MONTH**

END REVENUE REPORT DATED NOVEMBER 2012; (3.) CITY MONTH END EXPENDITURE REPORT DATED NOVEMBER 2012; (4.) PLEDGED COLLATERAL REPORT DATED 1/8/13 FROM JENNIFER MAX AND PLEDGE UPDATES. MOTION CARRIED WITH ALL AYES.

- E. MAYOR'S REPORT** – A letter from Parker Moan, a 4th grader from the Crosslake Community School, was read to the Council by the Mayor. Parker watches the Council Meetings on TV and asked the Council to talk about property for the new school. The Mayor replied that the school has turned in the necessary paperwork to the State and is waiting to hear back whether the project is approved to move forward. The Mayor assured Parker that the City Council would talk about the project again once they hear back from the State.

The Mayor reported that the Council will hold a Special Meeting on Friday, January 18th at 9:00 A.M. The purpose of the meeting will be to interview attorneys for the City Attorney vacancy. The Council will also hold a workshop to discuss goals for 2013. Each Council Member will bring a list of their most important goals for the year.

Mayor Schneider stated that he and staff are developing a brochure to give to the audience at Council and Commission meetings regarding the procedure and guidelines for public input.

- F. PUBLIC FORUM** – Pat Netko of 36084 County Road 66, business owner and resident, stated that Mike Couri's letter surprised her and the words "public trust" are very powerful. Ms. Netko suggested that the Special Meeting of the 18th be televised. MOTION 01R-23-13 WAS MADE BY STEVE ROE AND SECONDED BY JOHN MOENGEN TO TELEVISION THE SPECIAL COUNCIL MEETING OF FRIDAY, JANUARY 18, 2013. MOTION CARRIED WITH ALL AYES. Ms. Netko made some other suggestions to the Council including: leaving personal agendas at the door, following up or replying to statements or questions made at public forum, visiting businesses, and having a "breakfast with the mayor or council". Ms. Netko stated that the biggest complaint she hears from residents and business owners is taxes. She attended the Truth in Taxation meeting in December which explained where the City's tax dollars come from. She suggested that people get copies of the information which is available to the public so that rumors and misinformation is not spread through town. Pat Netko thanked the Council Members for serving the community.

Mark Lafon of 13058 Happy Cove Road appeared before the Council and stated that the biggest divisions within the community have to do with Planning and Zoning. Residents and business owners asked the City Council to lower taxes a few years ago. Nothing was done. Lane Braaten resigned from Planning and Zoning last year and the Council voted to fill his position even though this could have saved the taxpayers money by leaving two employees in that department. Mr. Lafon stated that according

to the office door, the hours of the Planning and Zoning Department were 8 A.M. -12 P.M. and wanted to know what the employees did in the afternoons.

Ken Anderson replied that the hours on the door have been there since the 90's and that current office hours are 8:00 A.M. to 4:30 P.M. Monday through Friday. Before the Council hired a third employee for the department, the "counter" hours had been shortened to half days. As of November 1st Planning and Zoning has been back to serving the public all day. Mr. Anderson stated that the information on the door would be corrected.

G. CITY ADMINISTRATOR'S REPORT –

1. City Bills for Approval – MOTION 01R-24-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE BILLS FOR PAYMENT FOR JANUARY AS SUBMITTED IN THE AMOUNTS OF \$831,000.45 AND \$28,451.36. MOTION CARRIED WITH ALL AYES.
2. Retro Bills for Approval – MOTION 01R-25-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY DARRELL SCHNEIDER TO APPROVE THE DECEMBER BILLS PAID BETWEEN 12/27/12 – 12/31/12 IN THE AMOUNT OF \$37,114.49. MOTION CARRIED WITH ALL AYES.
3. Included in the packet for Council review was a memo dated January 7, 2013 from Jenny Max regarding a transient merchant park permit application. Mission of the Cross Lutheran Church is requesting approval for a Transient Merchant Park Permit to hold flea markets on their Church property on May 25, July 6 and August 31, 2013. Sales take place from 9:00 A.M. to 4:00 P.M. The fee of \$50.00 has been paid to the City. Steve Roe asked if the Church always held three flea markets. Jenny Max stated that they did. MOTION 01R-26-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO APPROVE THE TRANSIENT MERCHANT PARK PERMIT FOR MISSION OF THE CROSS LUTHERAN CHURCH. MOTION CARRIED WITH ALL AYES.
4. An Application for a Group Transient Merchant Permit from the Brainerd Lakes Chamber for Winterfest, St. Patrick's Day Parade and Crosslake Days was included in the packet for Council review. This permit would allow the Chamber to monitor craft vendors and food/beverage concession sales during these City events. MOTION 01R-27-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE GROUP TRANSIENT MERCHANT PERMIT FOR THE BRAINERD LAKES CHAMBER. MOTION CARRIED WITH ALL AYES.
5. A memo dated January 14, 2013 from Jenny Max requested approval to renew the contract with MN Comp Advisor. MN Comp Advisor assists the City and Crosslake Communications in monitoring workers compensation claims, providing employee support during recovery, communicating with local hospitals and clinics to provide the best care for employees and works with the League to keep insurance costs and experience mod down. MN Comp Advisor is based out of the Twin Cities but has an office in Brainerd and is familiar with the Brainerd Lakes Area. They have worked with the League of MN Cities for over 25 years and currently work with nine municipalities. John Moengen stated that this is a

very good service for the City. MOTION 01R-28-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE RENEWAL CONTRACT WITH MINNESOTA COMP ADVISOR AT A COST OF \$5,000 SPLIT AT \$2,500 EACH FOR THE CITY AND CROSSLAKE COMMUNICATIONS. MOTION CARRIED WITH ALL AYES.

6. A memo dated January 14, 2013 from Jenny Max regarding Landscape Contractors/Excavators Licenses for 2012 was included in the packet for Council review. Yard Creations, LLC applied for and received a temporary Landscape Contractor/Excavator License in 2012 as required under city code, but the final approval was never requested of the City Council. MOTION 01R-29-13 WAS MADE BY MARK WESSELS AND SECONDED BY JOHN MOENGEN TO APPROVE ISSUANCE OF A LANDSCAPE CONTRACTORS/EXCAVATORS LICENSE TO YARD CREATIONS, LLC FOR 2012. MOTION CARRIED WITH ALL AYES.
7. A memo dated January 14, 2013 from Jenny Max regarding Landscape Contractors/Excavators Licenses was included in the packet for Council review. MOTION 01R-30-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE ISSUANCE OF A LANDSCAPE CONTRACTORS/EXCAVATORS LICENSE TO WELK EXCAVATING, INC. FOR 2013. MOTION CARRIED WITH ALL AYES.
8. A letter dated November 30, 2012 from the League of MN Cities regarding the 2012-2013 Coverage Changes, Rates and Dividends was included in the packet for Council information.

H. COMMISSION/DEPARTMENT REPORTS –

1. PARK AND RECREATION/LIBRARY –

- a. Park Director Jon Henke reported that the Crosslake Area Library would like to thank all of the patrons that have participated in the annual fund raising campaign. EBook instruction is available for installing the 3M Library app to smart phones or other electronic devices. The Library is looking for interesting materials to display in the Community Center hallway. Donna Keiffer offers aerobics classes Monday, Tuesday and Thursday mornings at 9:00 A.M. Senior meals are offered at the Community Center Monday through Friday at 11:30 A.M. The Community Center offers an array of fitness equipment. A certified personal trainer is available to walk you through all of the different equipment free of charge when you sign up for a membership. The Silver Sneakers program has started. Anyone 65 years of age or older with a qualifying insurance plan is eligible to receive a free fitness room membership. The Silver Sneakers Muscular Strength and Range of Movement Class is Monday and Thursday mornings from 10:30 A.M. to 11:15 A.M. The class is free to all eligible members and is available to non-members for a fee of \$4 per class. The Park and Recreation Department would like to thank the Ideal SnoPros for completing the grooming of the ski trails. Volleyball is available Wednesday nights from 6:15 P.M. to 8:45 P.M. Cost is \$4 per session or \$17 for 10 weeks. Gail Van Brundt is teaching Yoga at the

Community Center on Tuesday mornings from 10:00 A.M. to 11:30 A.M. Attendance for the Community Center for the month of December was 4,811 and 1,644 for the Library. The Crosslake Area Library received \$300 in donations. MOTION 01R-31-13 WAS MADE BY GARY HEACOX AND SECONDED BY JOHN MOENGEN TO ACCEPT AN ANONYMOUS DONATION FOR \$200 AND A \$100 DONATION FROM FRANDSEN BANK AND TRUST. MOTION CARRIED WITH ALL AYES. The Community Center is now open from 8:00 A.M. to 4:00 P.M. on Saturdays. The Crosslake Park Department is offering pond skating this winter. Skating hours coincide with the regular Community Center hours. The lights for the rink can be turned on manually after dark and will automatically shut off at 8:00 P.M. The Crosslake Chamber and the Winterfest Committee will host Winterfest opening ceremonies at the Community Center on Friday, February 1st at 6:00 P.M. Activities will include sleigh rides, snow mountain, fire truck display, skating, outdoor movies, hot chocolate, s'mores, fireworks and a bon fire.

The Community Center received a surprise package in the mail with two new basketballs enclosed. The balls were donated by the Geraci family of Medina, Minnesota after enjoying their visit to the Community Center. MOTION 01R-32-13 WAS MADE BY STEVE ROE AND SECONDED BY MARK WESSELS TO ACCEPT THE DONATION OF TWO NEW BASKETBALLS FROM THE GERACI FAMILY. MOTION CARRIED WITH ALL AYES.

2. PLANNING AND ZONING –

- a. Planning and Zoning Commission/Board of Adjustment Regular Meeting Minutes of November 16, 2012 were included in the packet for Council information.
- b. The December 2012 Permit Summary was included in the packet for Council information. Both the total valuations and number of zoning permits were up from last year. In 2012 the City issued 441 permits with a total valuation of \$8,823,326.
- c. Included in the packet for Council information were Public Hearing Notices from the Land Services Department. Three applications were being reviewed by the Crow Wing County Board of Adjustment on January 17th. The subject parcels are located in Ideal Township and are within 350 feet of Crosslake.

3. PUBLIC WORKS/CEMETERY/SEWER

- a. The Public Works Commission Meeting Minutes of October 1, 2012 were included in the packet for Council information.
- b. The November 2012 Wastewater Treatment Discharge Monitoring Report was included in the packet for Council information. Ted Strand stated that the water quality is good.
- c. A memo dated January 7, 2013 from the Public Works Commission recommending the installation of a street light at Eagle Pass and CSAH 66

was included in the packet for Council review. At the request of Lake Country Crafts and Cones owner, Public Works Director Ted Strand and Police Chief Bob Hartman reviewed the need for a street light at the intersection of Eagle Pass and CSAH 66. With the drive-thru addition to the building, incoming traffic was moved from CSAH 66 to Eagle Pass and outgoing traffic is only allowed from the parking lot onto CSAH 66. Due to safety concerns both Hartman and Strand recommended the installation of a street light. Doug Harren of Crow Wing Power attended the Public Works Meeting and stated he would check on the availability of the same green light pole and fixture that is used for the rest of the City's street lights. The estimated cost is \$4,000-\$5,000 and funds to pay for it would come from the City's 1% lighting fund. Installation would take place in May. MOTION 01R-33-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY DARRELL SCHNEIDER TO APPROVE THE INSTALLATION OF A STREET LIGHT AT THE SOUTHEAST CORNER OF EAGLE PASS AND COUNTY ROAD 66 TO BE INSTALLED IN THE SPRING OF 2013 BY CROW WING POWER. Steve Roe asked if the street light would be downcast, as required for all other lighting. Ted Strand replied that the current street lights are not downcast. John Moengen stated that if the same light was not available from Crow Wing Power, the Public Works Commission would have to select on a new style and would make sure it was downcast. MOTION CARRIED WITH ALL AYES.

- d. A memo dated January 7, 2013 from the Public Works Commission recommending approval of the 2013 Crosslake Street Improvements was included in the packet for Council review. Dave Reese reviewed a Proposal for Engineering Services at the Public Works Meeting. John Moengen reported that the project includes approximately 1.1 miles of Bonnie Lakes Road from just north of the intersection of Shamrock Road to the Fairfield Township line. Bonnie Lakes Road will be reclaimed into the existing base, Class 5 will be added and repaved to a width of 22-feet with a single 2.5" thick pavement section. No significant vertical or horizontal alignment changes are anticipated. Dave Reese thought there would be a cost savings to include the additional projects the City is looking to complete in 2013 including the tennis courts, parking lot at the Community Center, bike trail repairs, ambulance driveway and back parking lot at City Hall. After discussions with WSN it was determined that the City would continue working with Anderson Brothers Construction to complete the tennis court paving project and would not include this project in the 2013 paving contract. MOTION 01R-34-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY DARRELL SCHNEIDER TO APPROVE THE WSN PROPOSAL FOR ENGINEERING SERVICES FOR BONNIE LAKES ROAD AT AN ESTIMATED COST OF \$19,800 AND A WSN PROPOSAL FOR ADDITIONAL ENGINEERING SERVICES FOR THE COMMUNITY CENTER PARKING LOT/PATHWAY/TRAIL PATCHING AND FIRE HALL/AMBULANCE ADDITION AREA PAVING AT AN ESTIMATED COST OF \$7,500. MOTION CARRIED WITH ALL AYES.

Ted Strand reported that the salt/sand mix that he has on hand is coming to the end and only has approximately 500 yards left for the season. If available, he would like to cut in sand to extend the usage. MOTION 01R-35-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY STEVE ROE TO ALLOW TED STRAND TO PURCHASE SALT AND/OR SAND IF AVAILABLE AND TO ADD EXTRA SAND TO EXISTING PILE TO EXTEND USAGE. MOTION CARRIED WITH ALL AYES.

4. PUBLIC SAFETY –

- a. Chief Hartman reported 138 calls in Crosslake for December.
- b. Chief Hartman reported 33 calls in Mission Township for December.
- c. A total of 2,297 calls were reported in Crosslake for 2012.
- d. A total of 580 calls were reported in Mission Township for 2012.
- e. Chief Hartman included a Crosslake/Mission Annual Police Report for 2012 in the packet for Council information. He stated that this new report would have more detailed information. At this time there are still some formula issues to correct but he hopes to begin using this report shortly.
- f. Included in the packet for Council review was a memo dated January 7, 2013 from Chief Hartman regarding the 2013-2014 Mission Township Law Enforcement Contract. MOTION 01R-36-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO APPROVE THE 2013-2014 LAW ENFORCEMENT CONTRACT AND JOINT POWERS AGREEMENT BETWEEN THE CITY OF CROSSLAKE AND MISSION TOWNSHIP IN THE AMOUNT OF \$48,000. MOTION CARRIED WITH ALL AYES.

Chief Hartman informed the Council that as time permits, he plans to have an officer make regular visits to the Crosslake Community School.

- g. North Ambulance had 54 callouts for Crosslake in December.
- h. The Crosslake Fire Department responded to 17 calls in December. Of those, 15 were medical calls. John Moengen reported that the Ambulance Addition Project was nearing completion.

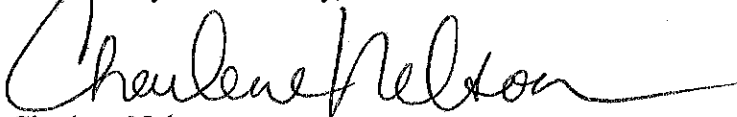
5. CROSSLAKE COMMUNICATIONS –

- a. The Highlights Report for December was included in the packet for Council information. Paul Hoge reported 30 Senators, including Al Franken and Amy Klobuchar, have written letters to the FCC complaining about call completion problems and requesting a solution. Crosslake Communications was highlighted in an MTA video showing how important communications companies are to the communities they serve. Municipal owned utility companies are in demand. Crosslake Communications has been Ecommerce Certified since 2002.

Steve Roe stated that he has received complaints regarding the quality of cable on certain channels. Paul Hoge replied that a new mother board has been ordered to fix the problem.

6. PERSONNEL COMMITTEE – None.
7. RECYCLING –
 - a. The Crosslake Roll-Off Recycling Report for December 2012 was included in the packet for Council information.
 - b. The Waste Partners Recycling Report for November 2012 was included in the packet for Council information.
8. ECONOMIC DEVELOPMENT AUTHORITY –
 - a. EDA Meeting Minutes of December 5, 2012 were included in the packet for Council information.
- I. **OLD BUSINESS** – Jenny Max asked for clarification as to whether or not the Council would advertise for a City Attorney. Mark Wessels replied that he made many inquiries of local attorneys and no one was interested in the position. John Moengen agreed that they put the word out and only three attorneys showed interest. Wessels and Moengen agreed that they did not think advertising the position would bring more interest.
- J. **NEW BUSINESS** – None.
- K. **PUBLIC FORUM** – Dick Bipes of 13660 East Shore Court addressed the Council and stated that the letter received from Mike Couri was significant to the City's practices. Mr. Bipes asked how this letter will affect the City Council or if the City Council will continue to conduct business in a way that loses the "public's trust". Mayor Schneider replied that this will be discussed at the planning meeting on the 18th.
- L. **ADJOURN** – MOTION 01R-37-13 WAS MADE BY JOHN MOENGEN AND SECONDED BY MARK WESSELS TO ADJOURN THIS REGULAR MEETING AT 9:28 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
Deputy Clerk

Deputy Clerk/Minutes/1-14-13

MEMO TO: 2013 City Council Members
FROM: Mayor Schneider
DATE: January 4, 2013
SUBJECT: Committee Liaison Appointments

I hereby recommend the following liaison assignments for 2013:

- Building & Grounds Steve Roe
- Communications John Moengen
- Economic Development Authority Steve Roe, Mark Wessels
- Emergency Management Director Bob Hartman
- Fire Department John Moengen
- Park & Recreation/Library Mark Wessels
- Personnel Committee Darrell Schneider, John Moengen,
City Administrator, General Manager
- Planning and Zoning Commission Gary Heacox
- Public Safety Darrell Schneider, Fire Chief,
Police Chief, City Administrator
- Public Works/Cemetery/Sewer John Moengen
- Recycling Steve Roe

BILLS FOR APPROVAL
January 14, 2013

VENDORS	DEPT	AMOUNT
Ace Hardware, super glue	P&R	4.05
Ace Hardware, signs	P&R	19.02
Ace Hardware, spray paint	P&R	8.53
Avenet, web page maintenance and support	Gov't	450.00
Business Forms and Accounting, w2's	Admin	72.95
City of Crosslake, sewer utilities	PW/Govt	185.00
Clean Team, january cleaning	Gov't	756.14
Council #65, union dues	ALL	500.00
Crosslake Communications, reimburse for accountant fees	Gov't	62.50
Crosslake Demolition, washed sand	PW	564.30
Crosslake Rolloff, recycling	Gov't	2,695.00
Crosslake Sheetmetal, service call	PW	123.00
Crosslake Sheetmetal, ambulance addition	Gov't	10,183.00
Crow Wing County Highway Dept, november fuel	ALL	4,400.28
Culligan, water and cooler rental	PW/Govt	104.72
Deferred Comp	ALL	226.92
Delta Dental, dental insurance	ALL	1,511.30
Driver & Vehicle Services, tabs	PW	28.00
Echo Publishing, retirement ad	Gov't	42.00
Fortis, disability	ALL	508.53
Herculift, replace switch	PW	757.02
Holiday Station, fuel	Fire	80.43
Ken Anderson, reimburse travel expense	P&Z	5.68
League of MN Cities, leadership conference	Council	1,646.00
Marsden, office cleaning	PW	647.66
Mastercard, Shoebuy, boots	Police	271.52
Medica, health insurance	ALL	28,486.97
Med Tech Resource, vests	Fire	315.46
Med Tech Resource, hoods, batteries, vests	Fire	1,217.15
MMUA, 1st quarter safety program	Gov't	2,325.00
MMUA, 2013 water utility member dues	Gov't	266.00
MN Chiefs of Police Assn, eti conference	Police	350.00
MN Chiefs of Police Assn, membership dues	Police	165.00
Mn Fire Service Certification Board, officer exams	Fire	300.00
MN Life, life insurance	ALL	425.60
MN Rec & Park Assn, membership dues	P&R	235.00
MN Rural Water Assn, membership dues	Sewer	225.00
MN Rural Water Assn, annual conference	Sewer	195.00
MN State Fire Chiefs Assn, membership dues	Fire	318.00
MN State Fire Dept Assn, membership dues	Fire	108.00
Moonlite Square, fuel	Fire	3.59
MPCA, training manuals	Sewer	131.00
MPCA, wastewater operations conference	Sewer	300.00
NCPERS-Life Insurance	ALL	160.00
North American Salt, road salt	PW	2,280.12

ADDITIONAL BILLS FOR APPROVAL
January 14, 2013

VENDORS	DEPT	AMOUNT
Aardvark Artwork, refinish sign phase 2	Gov't	1,100.00
Ace Hardware, batteries	P&R	10.68
Ace Hardware, terminals, battery brush	P&R	24.32
AW Research, water testing	Sewer	433.80
Bobby Willard, reimburse for uniform expense	Police	360.40
Brainerd Dispatch, bids for vehicles	Police	142.56
Crosslake Portable Welding, straighten skid	PW	45.00
Crow Wing Power, electric service	ALL	8,183.40
Dacotah Paper, janitorial supplies	P&R	398.70
Dale Melberg, reimburse wt room membership	P&R	120.00
Dept of Employment, unemployment wages	Police	72.38
Donna Keiffer, silver sneakers class	P&R	154.00
Donna Keiffer, aerobics session #1	P&R	242.00
Fastenal, gloves	PW	64.49
Johnson Killen & Seiler, labor attorney fees	ALL	275.00
Kelli Engstrom Photography, portrait sessions	Fire	221.00
Mastercard, Fleet Farm, warning light, work lamp, sight rods	PW	171.71
Mastercard, Fleet Farm, jacks, fitting kits	PW	162.94
MN Dept of Agriculture, pesticide license	P&R	15.00
Napa Auto Parts, batteries	PW	507.65
North American Salt Company, road salt	PW	2,283.31
North Memorial, first responder refresher courses	Fire	1,440.00
Northland Securities, disclosure report	Gov't	2,025.00
Patty Norgaard, reimburse wt room membership	P&R	40.00
Planning and Zoning Commissioners, 4th quarter meetings	P&Z	500.00
Quality Flow, supply and install control panel equipment	Sewer	4,670.44
Ritter & Ritter, lift station cleaning	Sewer	400.00
Shipman Auto Parts, parts	PW	416.81
USA Bluebook, meters and parts	Sewer	3,938.63
Whitefish Auto, oil change	Police	32.14
TOTAL		28,451.36

BILLS FOR APPROVAL
Invoices Paid from 12/27/12 to 12/31/12

VENDORS	DEPT		AMOUNT
Ace Hardware, ceramic heaters	PW	pd 12-28	79.07
Ace Hardware, filters, key ring, bolts	PW	pd 12-28	12.07
Ameripride, mats	PW	pd 12-31	220.64
Birchdale Fire & Security, dvr repair	PW	pd 12-28	1,403.80
Birchdale Fire & Security, repair doors and cameras	PW	pd 12-28	311.01
Crosslake Communications, reimburse pera aid	Gov't	pd 12-28	744.75
Crosslake Communications, phone, fax, cable, internet	ALL	pd 12-31	1,638.21
Crosslake Rolloff, ambulance addition	Gov't	pd 12-31	382.00
Crow Wing County Auditor, tif refund	Gov't	pd 12-31	8,212.74
Crow Wing County Atty, october and november fines	Gov't	pd 12-28	904.59
Crow Wing County Atty, forfeiture proceeds	Gov't	pd 12-31	252.86
Darrell Schneider, reimburse mileage	Council	pd 12-31	82.69
Environmental Systems, GIS for desktop	P&Z	pd 12-28	405.50
Hawkins, chemicals	Sewer	pd 12-31	932.27
Mastercard, Fleet Farm, uniform	PW	pd 12-28	29.98
Mastercard, McCoy, cpa courses	Admin	pd 12-31	158.00
Mastercard, Newegg.com, software	P&Z	pd 12-28	142.54
Mastercard, State of MN, new title	Police	pd 12-28	18.89
Mastercard, Walmart, farewell party supplies	Gov't	pd 12-28	24.28
New England Engraving, service award	Gov't	pd 12-28	208.00
North Country Plumbing, ambulance addition	Gov't	pd 12-31	4,500.00
Northern Lakes Embroidery, service award	Gov't	pd 12-28	155.00
Northland Press, farewell party ad	Gov't	pd 12-31	48.00
Parts City, bobcat parts	PW	pd 12-28	4.73
Reed's Market, farewell party supplies	Gov't	pd 12-28	93.43
Simonson Lumber, ambulance addition	Gov't	pd 12-28	4,876.56
The Office Shop, calculator ribbon	Admin	pd 12-28	6.30
Tim Green, bobcat repair	PW	pd 12-28	408.75
Tom's TV, balance of video equipment/installation	Gov't	pd 12-28	8,746.61
Verizon, ipad and air card charges	Police/P&Z	pd 12-31	156.12
Xcel Energy, gas utilities	ALL	pd 12-31	1,955.10
TOTAL			37,114.49