

SPECIAL COUNCIL MEETING  
CITY OF CROSSLAKE  
MONDAY, JANUARY 24, 2011  
9:00 A.M. – CITY HALL

The Council for the City of Crosslake met in the Council Chambers of City Hall on Monday, January 24, 2011. The following Council Members were present: Mayor Darrell Schneider, Steve Roe, John Moengen, Dean Swanson and Rusty Taubert. Also present were City Administrator Tom Swenson, Clerk/Treasurer 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 and City Attorney Bob Ruppe. There were approximately four people in the audience.

1. Call to Order – Mayor Schneider called the Special Council Meeting to order at 9:00 A.M.
2. Councilmember Moengen expressed an interest in adding new features to the City's website and updating some of the information on it. Councilmember Moengen also stated he would like to have more local business information on the website and for the website to be more user friendly when researching the City Code. Mayor Schneider noted the Chamber would also like to have another avenue to promote Crosslake businesses and that he has received positive feedback from local business owners on the Available Spaces tour that is being promoted by the City and the Chamber. General Manger Paul Hoge commented that Crosslake Communications currently has an online directory on their website that anyone can access to search for a type of business and the results include anyone who has their number listed in the local phone book. Mr. Hoge noted that it can take a lot of time to create a new website from scratch and that managing the website can be more difficult than the creation of it. City Administrator Swenson stated that the Ordinance codification will correct a lot of the issues and difficulties that people are having when searching for items within the City Code. The City Clerk will gather information on what the City's current website capabilities are and provide Councilmember Moengen with the information.
3. Mayor Schneider stated that Gary Griffin and Mark Leidl from the Crow Wing County Land Services Department will be meeting with the City Council on Thursday, February 17<sup>th</sup> at 9:00 am to discuss the proposed land use ordinances the County is working on and also discuss current trends and valuations with lakeshore properties. Councilmember Moengen stated he would like to look at a three to five year plan to reduce the budget wherever possible. Councilmember Taubert said it's important to stay proactive and continually evaluate the City's needs.
4. Mayor Schneider stated that at this time he will not be pursuing any further review of acceptance of proposals for City Attorney.
5. Mayor Schneider provided a Resolution to the Council for consideration regarding his concerns with Chapters 3 and 8 of the City Code. The Resolution also included

addressing other issues in the Planning and Zoning Department including their operation and performance and management of personnel. MOTION 01S1-01-11 WAS MADE BY MAYOR SCHNEIDER TO APPROVE A RESOLUTION AUTHORIZING THE CITY COUNCIL TO RETAIN AND WORK WITH THE LEAGUE OF MINNESOTA CITIES AND THEIR LEGAL COUNSEL TO DEVELOP FACTUAL INFORMATION TO ARRIVE AT A DECISION ON THE IMPLEMENTATION OF A PLAN FOR THE PLANNING AND ZONING DEPARTMENT TO IMPROVE SERVICE TO CUSTOMERS, SIMPLIFYING PROCEDURES, IMPROVING ITS IMAGE IN THE COMMUNITY, AND RESOLVING COST CONCERNS. City Attorney Bob Ruppe stated that the Council cannot take action on an item that was not listed on the Special Meeting agenda and that this item will have to wait until the next meeting to be acted upon. MAYOR SCHNEIDER WITHDREW HIS MOTION. Mayor Schneider stated that one of his concerns is that the City Attorney is closely involved with the City Staff and Councilmember Roe also noted that as Planning and Zoning liaison he has seen instances where the Attorney has worked more closely with the Staff than he should have. Councilmember Moengen noted this may be a policy issue and can be corrected with better instruction from the Council. City Attorney Ruppe said it's the Council's prerogative to determine what ordinances are in place and whatever they find to be problematic can be easily changed. It also puts the Attorney at conflict if he were to advise of anything that is beyond the City's ordinances. Attorney Ruppe also noted that both himself and Mr. Couri are directed by the Council to attend or not attend meetings and that they work openly with staff but at the Council's direction. Councilmember Taubert said that hiring Couri, Macarthur and Ruppe has been a great decision and there have been no big problems with the work that has been done. Councilmember Moengen stated that he sees room for improvement in some customer service areas and that it's important to know how to tell someone they can't do something.

Dennis Twitty of 38592 County Road 66 was present and said that he has been in the Crosslake area for twenty years and has had many positive experiences with Planning and Zoning and speaks very highly of their customer service.

Dean Eggena of 14995 Daggett Pine Road was present and thanked the Council for having this discussion as Mr. Eggena feels it's a step in the right direction. He has been in Crosslake for forty years and is happy to see the Council wanting to share the diamond that is Crosslake.

City Administrator Swenson asked the Council what kind of enforcement actions are they specifically talking about, to which Councilmember Roe noted the never-ending punch list of items that has to be completed in order for a property to be in compliance. City Administrator Swenson noted that all legal enforcement action goes to the Council before the staff and Attorney pursue them further. The Council discussed various enforcement issues that have come up in the recent past as things they are hearing from the public. City Administrator Swenson asked Mayor Schneider what involvement from the League of MN Cities he is looking for and Mayor Schneider stated one example is the City needs to have job descriptions for

each employee and the League can help with that. City Administrator Swenson stated the City has job descriptions for all employees and the Mayor can come into the office any time and get what he needs. Mayor Schneider requested the staff put this resolution on the agenda for the next regular Council meeting in February.

6. The Council discussed establishing a policy to assist with business growth and retention. Mr. Eggena commented that one idea is to not require everything about a property be brought up to conformity in order to issue a permit. Councilmember Taubert stated the policy can be generic which should allow more flexibility for the Council and staff. Mayor Schneider stated the Council will have more discussions on this topic in the future and would also like input from the staff on any suggestions or recommendations they might have to improve the policies and procedures that have been discussed today.
7. A Resolution between the City and Crow Wing County for the construction of Sunrise Island Bridge was included in the packet for Council review. City Administrator Swenson stated the State is requesting Crow Wing County be the fiscal agent of the bridge bond funds for the construction of Sunrise Island Bridge. MOTION 01S1-02-11 WAS MADE BY DEAN SWANSON AND SECONDED BY RUSTY TAUBERT APPROVING RESOLUTION NO. 11-04 AGREEMENT TO STATE TRANSPORTATION FUND (BRIDGE BONDS) RELATED TO CROW WING COUNTY BEING THE FISCAL AGENT AND THE CITY OF CROSSLAKE BEING RESPONSIBLE FOR ALL LOCAL COSTS S.A.P 018-597-006 (SUNRISE ISLAND BRIDGE). MOTION CARRIED ALL AYES.
8. City Administrator Swenson requested the Council call a special meeting at 8:30 A.M. on February 3<sup>rd</sup> which immediately precedes the 9:00 A.M. joint meeting with the Planning and Zoning Commission. The Council would meet in a closed session in order to meet with Attorney Paul Reuvers who has been appointed legal counsel for the City regarding the Schueller Properties LLC litigation against the City.
9. City Administrator Swenson stated he has been approached by the City Administrator in Breezy Point regarding the possibility of providing temporary assistance from Planning and Zoning as their planner is resigning. Mr. Swenson is looking for Council authorization to move forward and gather more specific information about what they are looking for and report back to the Council at the next meeting. It was the consensus of the Council to allow the City Administrator to pursue discussions with the City of Breezy Point regarding providing temporary personnel assistance.

There being no further business, MOTION 01S1-03-11 WAS MADE BY DEAN SWANSON AND SECONDED BY RUSTY TAUBERT TO ADJOURN THIS SPECIAL COUNCIL MEETING AT 11:00 A.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

*Jennifer Max*

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Clerk/Treasurer

Deputy Clerk/Minutes/2-3-11 Special.doc

**RESOLUTION 11-04**

**CITY OF CROSSLAKE  
COUNTY OF CROW WING  
STATE OF MINNESOTA**

**RESOLUTION APPROVING AGREEMENT TO STATE TRANSPORTATION  
FUND (BRIDGE BONDS) RELATED TO CROW WING COUNTY BEING THE  
FISCAL AGENT AND THE CITY OF CROSSLAKE BEING RESPONSIBLE FOR  
ALL LOCAL COSTS S.A.P. 018-597-006 (SUNRISE ISLAND BRIDGE)**

WHEREAS, Crow Wing County, on behalf of the City of Crosslake, has applied to the Commissioner of Transportation for a grant from the Minnesota State Transportation Fund for construction of Bridge No. 18530; and


WHEREAS, the Commissioner of Transportation has given notice that funding for this bridge is available; and


WHEREAS, the amount of the grant has preliminarily been determined to be \$484,663.00 based upon the engineer's estimate with a final amount to be determined based upon actual bid amounts; and

WHEREAS, the intent of the project is to replace a bridge that is under jurisdiction of the City of Crosslake, and Crow Wing County must administer the funds for the project, enter into agreements with the State, act as the fiscal agent and assure the State that the local costs of the project not covered by the grant will be paid;

**NOW, THEREFORE, BE IT RESOLVED** that the City of Crosslake hereby agrees to allow Crow Wing County to accept the grant, and further agrees to be responsible for all costs related to the project above and beyond the amount of the grant. In addition, the City of Crosslake shall be responsible for all phases of the project including but not limited to design, permitting, award and construction, and understands that the sole function of Crow Wing County related to the project is as the pass-through, fiscal agent.

Passed this 24<sup>th</sup> day of January, 2011.

  
Darrell Schneider, Mayor

  
Jennifer Max, Clerk