

SPECIAL COUNCIL MEETING  
CITY OF CROSSLAKE  
FRIDAY, JUNE 9, 2000  
1:00 P.M. – CITY HALL

Pursuant to due notice and call, the Council for the City of Crosslake met in the Council Chambers of City Hall on Friday, June 9, 2000 at 1:00 P.M. Councilmembers present were: Mayor Darrell Swanson, Chuck Miller, Irene Schultz, Dean Swanson and Richard Upton. Also present was City Administrator Tom Swenson, Park and Recreation Director Jon Henke and Deputy Clerk Darlene Roach. Members of the Library committee present was: Chairperson Sandy Eliason, Marge Bundgaard, Virginia Dolmar, Alden Hardwick and Ray Smyth.

Mayor Swanson called the meeting to order and stated that the first order of business would be a joint discussion with the Library Committee regarding a possible future building site. The meeting was turned over to Ray Smyth.

Ray Smyth thanked the Council for scheduling this joint meeting. At a previous meeting of the City Council and Library Committee, a systematic process for determining a site for the proposed library was reviewed. As a result of that meeting, a final score was tabulated. Of the three sites identified, it was determined that the location of City Hall and the location of the Community Center were the two available options since no land acquisition at Crosswoods Development could be made due to cost. Even if the developer was willing to donate one lot for the possible site of the library, more than one lot would be needed.

At the last meeting, there was some concern regarding the area surrounding the Community Center, since future plans for that facility would require additional land. If the library were situated at that site, the flexibility for growth of the Community Center and Park were lessened. As a result, the location at City Hall appeared to be the best choice.

Ray Smyth stated that the most important item that needs to be resolved at this point in the process is the selection of a site for the library. Fund raising is dependent on identification of a site. While a decision on whether to build a library does not need to be made at this time, a location decision does need to be made at this time.

Ray Smyth passed out copies of a letter received by him from Marian Ridge, Director of the Kitchigami Regional Library in Pine River. The letter emphasized the critical need for early selection of a site. Mr. Smyth stated that the Committee is not recommending a particular location for the proposed library but are presenting the details regarding a possible site. He stated that the Kitchigami Regional Library is in a year of policy making in regards to adding new libraries to the system, so no feedback regarding a joint venture with them has been provided.

Councilmember Swanson stated that the City Hall building may have to be expanded to accommodate growth and since there is no additional land to purchase behind City Hall, this location may not be available as a site for the library. With an addition and the need to expand parking, space is not available.

Councilmember Miller stated that the location of the Community Center is not a good site due to future needs of the Park.

Councilmember Miller suggested that the City Council consider the land being donated to the City in lieu of park dedication fees by the Stone family at Crosswoods Development as a possible site for a library. It was determined that there would be sufficient space to accommodate a 5000 square foot building and an additional 4000 square foot area for expansion as well as 7000 square feet for parking. The amount of land donated encompasses approximately a square block. The Council agreed that this would be a good location for the library since it would be a "library park" with the requirement to maintain greenspace. Ray Smyth asked the Council who made the final decision regarding using this land for the proposed library. It was noted that when the final plat is signed, the property is deeded to the City, therefore the City would make the final decision. Sandy Eliason asked if this location is in the First Phase of the Sewer Project and she was told that it is. Councilmember Schultz asked if a library would fit in with the Developer's concept. Councilmember Swanson stated that the developer may have architectural standards in their covenants which would have to be adhered to in the construction of a library. Ray Smyth asked if it would be prudent for the City Council to have a discussion with the developer or if the Council wished to direct the Committee to explore these options with the developer. It was the consensus of the Council, that the Library Committee meet with the Stone's. Alden Hardwick commented that the Library Committee meets on June 19<sup>th</sup> and that the Stone's could be invited to attend that meeting. Ray Smyth agreed that due to the interest expressed by the Council, the Committee should meet with the Stones' and come back to the Council with a recommendation.

While the Committee feels that the preferred option for the library is to be a part of the Kitchigami Regional System, they are exploring other options such as merging with Brainerd to establish a Brainerd/Crosslake Regional Library System. It was noted that Commissioner Larsen is on the Kitchigami Regional Library Board and very involved with the conversations that have taken place.

It is estimated that the cost to construct a building would run \$450,000. The cost of equipment, chairs, fiber optic hookups and etc. would run approximately \$60,000 and books would run approximately \$250,000 for an estimated total cost of \$750,000. Councilmember Upton commented that approval has been received from USDA to use the Revolving Loan Fund monies for the purchase of books. Alden Hardwick stated that the Committee will re-evaluate the pros and cons of the three sites identified taking into consideration the Council's consensus to consider the park dedication space at Crosswoods Development. A presentation will be made to the Council with the results of the evaluation.

A recess was taken at 1:45 P.M. and the meeting reconvened at 1:58 P.M.

Bills for Payment – MOTION 06S1-01-00 WAS MADE BY CHUCK MILLER AND SECONDED BY DEAN SWANSON TO APPROVE THE PAYMENT OF BILLS AS SUBMITTED IN THE AMOUNT OF \$127,773.33. MOTION CARRIED WITH ALL AYES.

Personnel Issues – Councilmember Swanson stated that the Personnel Committee met with Jon Henke on Wednesday, June 7, 2000 and recommends approval on hiring various positions within the Park Department. MOTION 06S1-02-00 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO APPROVE THE HIRING OF JODY FISHER TO RUN THE FUN IN THE PARK PROGRAM AT AN HOURLY WAGE OF \$8.00 PER HOUR. MOTION CARRIED WITH ALL AYES.

Regarding an hourly wage minimum at the Park, MOTION 06S1-03-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO APPROVE A MINIMUM WAGE OF \$6.25 PER HOUR FOR PART TIME PARK EMPLOYEES EFFECTIVE JUNE 4, 2000. MOTION CARRIED WITH ALL AYES.

MOTION 06S1-04-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO HIRE JODY FISHER AS A TEMPORARY PART TIME EMPLOYEE AT THE PARK DEPARTMENT AT A RATE OF \$6.25 PER HOUR. MOTION CARRIED WITH ALL AYES.

MOTION 06S1-05-00 WAS MADE BY DEAN SWANSON AND SECONDED BY RICHARD UPTON TO HIRE TARA OSELAND AS A TEMPORARY PART TIME EMPLOYEE AT THE PARK AT A RATE OF \$7.00 PER HOUR. MOTION CARRIED WITH ALL AYES.


City Administrator Swenson informed the Council that Nathan Watt resigned effective June 8, 2000. Mayor Swanson suggested that City Administrator Swenson contact Nate Watt and make arrangements for an exit interview and the Council concurred with this request. City Administrator Swenson asked the Council for direction on Nate's replacement. It was the consensus of the Council that a Public Work's Director be hired who has a sewer operator's license to manage the Public Works Department. City Administrator Swenson asked if Nathan Watt's position should be filled first or if he should wait until after the management position is filled. There was some discussion regarding hiring a part time person to mow the grass. It was the consensus of the Council that the Personnel Committee review overall staffing with Bill Hudson of Brass Tacks. The contract with Bill Hudson will be on the agenda for the June 12<sup>th</sup> meeting. City Administrator Swenson stated that with the 2000 road projects, Pat Hoag will be involved with that project so there will only be one person in the Public Works Department. He stated that possibly the installation of posts and address signs could be contracted out. Councilmember Swanson read a letter dated May 26, 2000 from Union Business Agent Cheryl Jones to Labor Attorney Steve Fecker. The letter was an AFSCME counter

proposal where all items were agreed to with the exception of Items #5, #6 and #7 from the City's May 15<sup>th</sup> offer. After reviewing the dollar impact on the City, the Personnel Committee recommends accepting the May 26, 2000 counter proposal from the Union. MOTION 06S1-06-00 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO ACCEPT THE COUNTER OFFER FROM THE UNION DATED MAY 26, 2000. MOTION CARRIED WITH ALL AYES.

Other Business – None

MOTION 06S1-07-00 WAS MADE BY CHUCK MILLER AND SECONDED BY RICHARD UPTON TO ADJOURN THIS SPECIAL COUNCIL MEETING AT 1:23 P.M. MOTION CARRIED WITH ALL AYES.

Recorded and transcribed by,

  
Darlene J. Roach  
Deputy Clerk

SPECIAL COUNCIL MEETING – June 9, 2000 (shared)

BILLS FOR PAYMENT				
09-Jun-00				
VENDOR		DEPT	CHECK #	AMOUNT
Council #65		All	29728	\$209.75
Crosslake Communications - REA Loan pymt		Debt Svc	29729	\$925.93
Crow Wing Power - electric		All	29730	\$817.96
Donna Keiffer - aerobic instruction		Park	29731	\$331.00
MN Benefit Assoc - employee withholding		Adm	29732	\$220.13
MN Pollution Control Agency - Permit Fee		Rd Proj	29733	\$240.00
North Memorial Ambulance - subsidy		Amb	29734	\$1,103.00
MN Child Support Pymt Center		PW	29735	\$138.44
Orchard Trust - deferred compensation		All	29736	\$1,100.00
Public Employees Retirement - PERA		All	29737	\$2,263.54
Thomas Swenson - vehicle allowance		Adm	29738	\$300.00
Makeit Drafting Svc - maps		Gov't		\$581.76
WSN - engineering fees		Rd Proj		\$16,978.55
Ace Hardware - elbows, gate valve, bushings		PW		\$8.37
Ace Hardware - filter for sprayer tank		PW		\$31.98
Ace Hardware - flag pole at cemetery supplies		Cemetery		\$17.85
Ace Hardware - hand level		PW		\$19.16
Ace Hardware - keys for concession stand		Park		\$10.51
Ace Hardware - plugs, pressure gauge, bushing		PW		\$10.27
Ace Hardware - sponge, chamois, armorall, acrylic		PD		\$42.66
Ace Hardware - transmission fluid		Park		\$7.32
Ace Hardware - vents		Park		\$1.95
Anderson Bros - Class 5		PW		\$65.82
Anderson Bros - Class 5		PW		\$64.84
Anderson Bros - Class 5		PW		\$333.13
Bjerga Feed Store - 2 gals 24D		Park		\$29.50
Blue Lakes Disposal - garbage pickup		Gov't		\$14.41
Bobby Willard - reimburse earpiece		PD		\$37.72
Business Forms - payroll, accts payable checks		Adm		\$420.54
California Contractors - bit box, goggles, dust masks		PW		\$159.30
Cellular One - cell service		PD		\$120.87
Coast to Coast - 2 flourescent bulbs		PW		\$48.08
Coast to Coast - garden hose, nozzle, sprinkler		Park		\$27.66
Crosslake Communications - telephone/fax/etc.		All		\$948.85
Crosslake Rolloff - recycling		Recycle		\$1,600.00
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Crosslake SheetMetal - service call/air cond		Gov't		\$130.00
Crow Wing County Recorder - filings		P&Z		\$136.50
Crow Wing Cty - highway 1/2 yd VPM		PW		\$50.25
Culligan - water		PW		\$10.65
Culligan - water, disp rent		Gov't		\$61.86
D.G. Towing - impound fee		PD		\$125.00
Dacotah paper - towels, toilet tissue, cleaner, liners		Park		\$236.30
Delta Dental		All		\$879.30
Discount Stump Grinding - 12 stumps ground		Park		\$117.15

Echo Publishing - envelopes		PD		\$46.62
Echo Publishing - legal bid		Rd Proj		\$192.40
Echo Publishing - legal notice		P&Z		\$68.75
Echo Publishing - public hearing notice		P&Z		\$21.88
Echo Publishing - public hearing notice		P&Z		\$31.25
Echo Publishing - subscription		Gov't		\$24.00
Firehouse Software Support contract renewal		FD		\$560.00
First Supply - soil sampling tools, rods		P&Z		\$440.38
Fleet Farm - sprayer tank		PW		\$134.18
Gammello, Sandelin, Qualley - legal		Legal		\$3,645.52
General Excavating - topsoil		Park		\$2,610.00
GLS - 29 sets of pants		Park		\$194.01
GLS - bags, helmets, facemasks, protectors		Park		\$171.53
GLS - baseballs, scorebk		Park		\$67.86
GLS - leg guards		Park		\$20.18
Holiday - gasoline		FD		\$31.25
Holiday - gasoline		P&Z		\$49.85
Holiday - squad gasoline		PD		\$406.68
Houston Ford - parts		PW		\$20.77
Hunters Wear - alterations to uniform slacks		PD		\$6.00
Hunter's Wear - altering for police dept		PD		\$24.00
Joe Ulschmid - blower		Park		\$90.00
Julie McClain - refund baseball		Park		\$20.00
Kack Drug - batteries		PD		\$4.03
Kack Drug - polaroid film		P&Z		\$17.67
Lakes Area Rental - demolition hammer		PW		\$53.25
LaSalle - fire truck payment	Due 6/19	FD		\$23,697.56
LMCIT - insurance		All		\$39,972.00
Locators & Supplies, Inc. - wire		PW		\$84.27
Marco - 2 chairs		P&Z		\$572.97
Medica		All		\$6,133.96
Metro Sales - maintenance agreement/fax		Park		\$315.00
MicroNet - on site support, cables		All		\$301.04
MN Dept of Pub Safety - Personnel Mgmt 2		PD		\$120.00
MN Fire Agencies - annual membership dues		FD		\$35.00
MN Life - life (include Tel Co)		All		\$286.50
MN T's - 25 hats		Park		\$73.00
MN T's - baseball shirts, pants, hats		Park		\$356.20
Moonlite Square - gasoline		FD		\$41.69
Moonlite Square - gasoline		PD		\$337.03
Nate Watt - reimburse jeans		PW		\$190.96
North EMS Education - 1st responder training		FD		\$225.00
North Memorial Ambulance - subsidy		Amb		\$1,103.00
Northwood Turf - blade		Park		\$104.99
Pat Hoag - reimburse expenses		PW		\$14.30
Payroll		All		N/A
PERA - second payroll		All		N/A
Pine River Oil - gas and diesel		PW		\$990.25
Pitney Bowes - rental charges for postage mach		Adm/Gov't		\$111.86
Postmaster - postage		All		\$500.00
Provident Life - disability		Adm		\$182.84

Ranger Fire Protection - boots		FD		\$91.50
Reed's Market - dishsoap & bowl cleaner		Park		\$20.28
Simonson - 4" cap thinwall		Park		\$2.11
Simonson - ceiling white paint, alum		Park		\$23.95
Simonson - poly		Park		\$14.37
Simonson - primer		Park		\$34.60
Simonson - roller cover, cloth		Park		\$7.74
Simonson - split rails, end posts		Park		\$24.69
Simonson - vinyl hose		FD		\$11.60
Simonson Lumber - washers, bolts		Park		\$1.57
Sportsman Store - squad gasoline		PD		\$13.30
Sue Joos - refund baseball		Park		\$15.00
The Office shop - bathroom tissue, notes, ink cart		P&Z/Gov't		\$119.74
The Office Shop - cassette tapes		P&Z		\$13.99
The Office Shop - cassette tapes		P&Z		\$60.64
The Office Shop - disks		Adm		\$4.25
The Office Shop - disks, stenopads, folders, clips		Adm		\$83.82
The Office Shop - paper clips, bands, towels		Gov't/Adm/P&Z		\$73.00
Tristin Host - refund for T-Ball		Park		\$15.00
Uniforms Unlimited - pants		PD		\$58.45
Uniforms Unlimited - pants, shirts, flags		PD		\$134.97
Viking Coke - pop		Park		\$81.21
Viking Coke - pop		Gov't		\$32.38
Walmart - creeper, traveler		Park		\$83.96
Whitefish Auto - oil, filter, lube		PD		\$20.53
Whitefish Auto - repair flat tire		PD		\$12.00
Whitefish Auto - replace lights		PD		\$18.32
WSN - engineering fees		Rd Proj		\$8,358.43
Xerox - cartridge for copier		PD		\$319.00
Zee Medical - supplies		PW		\$87.90
Ziegler - grader repair		PW		\$655.69
			TOTAL	\$127,773.33