

COUNCIL PROCEEDINGS
CITY OF CROSSLAKE MINNESOTA
REGULAR COUNCIL SESSION
OCTOBER 11, 1993
7:30 P.M. AT CITY HALL

The Council for the City of Crosslake, Minnesota met in session in the Council Chambers of City Hall on Monday, October 11, 1993. The following Councilmembers were present: Mayor Kurt Anderson, Lyle Arends, Charles Miller, Dean Swanson and Jack Webster. Also present were Paul Sandelin representing the City Attorney's Office as well as approximately 22 citizens.

Mayor Anderson called this session to order at 7:30 p.m. The first item on the agenda would be the Consent Calendar.

MOTION NO. 10R-1-93 WAS MADE BY C. MILLER AND SECONDED BY JACK WEBSTER TO APPROVE ALL ITEMS ON THE CONSENT CALENDAR CONSISTING OF: (1) THE MINUTES OF THE SEPTEMBER 13, 1993 REGULAR SESSION WITH A CLARIFICATION TO THE MINUTES THAT THE TELEPHONE COMPANY EMPLOYEE BE UTILIZED 52 WEEKS OF THE YEAR BUT NOT CLASSIFIED AS A FULL TIME EMPLOYEE AT THIS TIME; (2) MINUTES OF SEPTEMBER 30, 1993, SPECIAL BUDGET MEETING; (3) THE CLERK/TREASURER'S FINANCIAL REPORT FOR SEPTEMBER, 1993; (4) THE TELEPHONE COMPANY'S FINANCIAL REPORT FOR SEPTEMBER, 1993; AND (5) THE CABLEVISION'S FINANCIAL REPORT FOR SEPTEMBER, 1993. MOTION PASSED UNANIMOUSLY.

CLERK'S REPORT - MOTION NO. 10R-2-93 WAS MADE BY C. MILLER AND SECONDED BY DEAN SWANSON TO PAY ALL BILLS INCLUDING: (1) JOHN DEERE TRACTOR PAYMENT OF \$2,755.00; (2) SERVICE MASTER FINAL APPLICATION FOR \$831.16; (3) PORTAGE SAND AND GRAVEL FOR CLASS #5 FOR ANDERSON COURT, EAGLE STREET, MCCLINTOCK AND BONNIE LAKES FARM ROAD FOR \$1,966.07; (4) ZIEGLER FOR \$642.04 FOR ROAD GRADER STARTER; (5) DON COULTER FOR \$303.75 FOR TOPOGRAPHICAL OF FIRE HALL PROPERTY AND (6) WIDSETH, SMITH, NOLTING & ASSOCIATES FOR \$3,149.96. MOTION PASSED UNANIMOUSLY.

Clerk Buchite stated that she had received a letter from Martyn Schmidt regarding the 1993 Property Tax Seminar, an information packet from the Minnesota Association of Small Cities, and a letter from Northern National Bank regarding pledges. Clerk Buchite expressed concerns that the amount pledged at the Bank includes balances for both the City and the Telephone Company and that she is not aware of the balances maintained by the Telephone Company except when the financial reports are submitted each month. Clerk Buchite suggested that if a sizable amount is deposited that she be notified. Quotes for the City audit had been received from Larson Allen Weishar & Company for a three year period and from Mathias Justin for the one year 1993.

MOTION 10R-3-93 MADE BY CHUCK MILLER AND SECONDED BY LYLE ARENDS TO ACCEPT MATHIAS JUSTIN'S BID FOR 1993 BUT TO GO OUT FOR A THREE YEAR BID IN 1994 TO INCLUDE 1994, 1995 AND 1996. MOTION PASSED UNANIMOUSLY.

A letter was received from the Wilderness Trail Property Owners Association regarding their road. Discussion ensued as to what action the City should take in the maintenance of the road.

MOTION 10R-4-93 WAS MADE BY LYLE ARENDS AND SECONDED BY CHUCK MILLER THAT THE CITY CONTINUE GRADING AND MAINTAINING WILDERNESS TRAIL BUT THAT NO CLASS 5 BE APPLIED. MOTION PASSED UNANIMOUSLY.

The next item was the release of the T.I.F. Funds by LaRever Properties.

MOTION 10R-5-93 WAS MADE BY JACK WEBSTER AND SECONDED BY DEAN SWANSON TO RELEASE \$11,925.64 TO LAREVER PROPERTIES FOR THE T.I.F. FUNDS, MOTION PASSED UNANIMOUSLY.

The last item of correspondence was a gambling renewal request for the Lion's Club.

MOTION 10R-6-93 WAS MADE BY LYLE ARENDS AND SECONDED BY JACK WEBSTER TO APPROVE THE GAMBLING RENEWALS FOR THE LION'S CLUB AT THE RIVERSIDE INN, MERMAID BAIT, BAIT BOX MARINA, YE OLDE WHARF, ECHO RIDGE SUPPER CLUB, OX LAKE TAVERN AND MOONLITE BAY. MOTION PASSED UNANIMOUSLY.

MAYOR'S REPORT - Mayor Anderson reported that both of the T.I.F. Development Agreements had been prepared by the Attorney and copies were included in the Council packages for review.

MOTION 10R-7-93 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO ACCEPT THE AGREEMENTS FOR BRIAN BITTNER AND BILL REED FOR TAX INCREMENT FINANCE PROJECTS. MOTION PASSED WITH LYLE ARENDS VOTING NAY.

A letter had been received by Mayor Anderson from the League of Minnesota Cities regarding the unfunded mandates date of October 27. A sample resolution was enclosed with the letter which the Mayor suggested the Council members review prior to the meeting on Wednesday, October 13th. A letter was received from IRRRB in Grand Rapids denying the grant for the fire hall. A letter regarding the new fire hall was received from James Maland, Project Engineer, from Bonestroo Rosene Anderlik and Associates which was read into the record by the Mayor. This letter requested that they be allowed to proceed with the bidding process.

MOTION 10R-8-93 WAS MADE BY JACK WEBSTER AND SECONDED BY LYLE ARENDS THAT THE LETTER FROM BONESTROO ROSENE ANDERLIK & ASSOC. BE TABLED UNTIL THE WEDNESDAY, OCTOBER 13TH MEETING. MOTION PASSED UNANIMOUSLY.

PLANNING AND ZONING - Nothing.

PUBLIC WORKS - Mayor Anderson presented a plaque and picture to

Pat Hoag in honor of his 20 years of service to the City.

Jack Webster read a statement received from Widseth Smith Molting & Associates Inc. requesting payment of \$3,149.96 for engineering services completed by them for the Ox Lake Crossing Road. A letter was also read from Four Seasons Realty Inc. requesting a release of the \$65,000 road bond for same road.

MOTION 10R-9-93 WAS MADE BY CHUCK MILLER AND SECONDED BY JACK WEBSTER TO HOLD THE BOND UNTIL THE \$3,149.96 FOR ROAD INSPECTION IS PAID. MOTION PASSED UNANIMOUSLY.

Jack Webster read letters received from Mr. Johnson and Mr. Nelson regarding their request to have the City continue maintaining that portion of Brothen's Anchor Point Road which Mr. Bruce Callahan maintains is a private road. Mr. Callahan has requested that the City vehicles no longer maintain or enter the property as they have been doing for approximately the past 20 years. It was decided that no decision be made until the Plat can be looked at and until the Attorney can write a letter to Mr. Callahan. Teri Hastings in Planning and Zoning will contact Mr. Sandelin with names and addresses of the residents.

Jack Webster read a letter from Pat Hoag regarding the problems with Sunrise Island Bridge. Mr. Webster talked to a district engineer at the League meeting last week regarding availability of State monies for these types of projects. He recommended that the City contact their district engineer for assistance but that State monies are few and far between. Mr. Anderson had talked to Mr. Bob Flansberg regarding this same issue and he indicated that there is State money for emergency situations.

MOTION 10R-10-93 WAS MADE BY DEAN SWANSON AND SECONDED BY CHUCK MILLER THAT SUNRISE ISLAND BRIDGE BE POSTED ACCORDING TO RECOMMENDATIONS FROM THE PUBLIC WORKS FOREMAN. MOTION PASSED UNANIMOUSLY.

Discussion arose regarding the opening of Urban Point Road beyond the Cul-de-Sac. The road had been cleaned up and the barricades had been taken down. While it may be convenient for the City to have it opened it was not the agreement made by the property owners.

MOTION 10R-11-93 WAS MADE BY JACK WEBSTER AND SECONDED BY CHUCK MILLER THAT THE POSTS BE PUT BACK IN AT THE END OF URBAN POINT ROAD AND THE NEW DEVELOPMENT OAK CREST. MOTION PASSED WITH DEAN SWANSON VOTING NAY.

Pat Hoag has requested that he be allowed to attend a conference on October 13th, at the Holiday Inn in Brainerd dealing with controlling salt water runoff.

Mr. Arends and Mr. Webster will be attending an ADA meeting in Aitkin on October 28th. This all day meeting will cover questions

and answers regarding ADA requirements in facilities.

Pat Hoag has recommended that the City accept the quote received from H&L Mesabi for the purchase of cutting edges.

MOTION 10R-12-93 WAS MADE BY JACK WEBSTER AND SECONDED BY LYLE ARENDS TO APPROVE THE PURCHASE OF CUTTING EDGES FROM H&L MESABI IN HIBBING, MINNESOTA AT APPROXIMATELY \$1750.00. MOTION PASSED UNANIMOUSLY.

LONG RANGE CAPITOL PLANNING - Nothing.

Mr. Don Engen asked what was meant by long range planning. Dean Swanson responded by stating that the City had applied for grants for nature trails and bike trails and etc. Chuck Miller stated that this had previously been called Future Funding and Development.

CEMETERY - No items to discuss but Jack Webster mentioned that it looks good and that they are making some slight modifications to the roads.

PERSONNEL - Mayor Anderson has discussed the City Administrator job description and advertisement with Sheri Lee at the League of Minnesota Cities. The requirement will be that the person have a strong utilities background. She will have this done in about two weeks.

Job descriptions for the employees had been received and distributed for their review. They will be discussed after the Monday, October 18th, 9:00 A.M. personnel meeting.

Mr. Don Engen, a 20 year resident, presented his views to the Council regarding how the Telephone Company is looked at. He feels that the growth that the City is projected to experience within the next 5, 10 or 15 years will be felt more by the Telephone Company than by any other department within the City. While additional people may be working within other departments the expansion that will be seen will be the greatest within the Telephone and Cablevision Companies. A review of the audit reports shows that they are right on track in profits and have experienced a 10%-15% growth in the last two to three years. Right now the profits to the City is around \$170,000 for 1992 and could very well go to \$215,000 within a one to two year period of time. This shows that about 50% of the money generated by the Telephone and Cable Company could be used for subsidizing levies for budgets if it is managed well. Currently the City employs 18 or 19 people and the hiring of a City Administrator is being looked at as someone who can solve personnel problems and handle administration. He feels that what is not being looked at is the Company that has \$5,000,000 committed to it and brings in about a million dollars in revenues and contributes to the City over \$200,000 in profits. With the type of asset that the Telephone and Cable Company is of around \$4 to \$6 million dollars

it should be looked on as a separate commission with board accountability as it is today. If the City wishes to proceed with an administrator he feels that should be done but the Telephone Company should have a full time manager. He also recommended that an ad hoc committee be formed to sit down and put together a job description for the Telephone Manager. Mr. Tom Towne expressed to the Council that he was of the opinion that REA felt that if a City Administrator was hired it would hurt the Telephone Company, that every Commission member felt it would jeopardize the Telephone Company and that they need a full time dedicated manager.

PARK AND RECREATION - Mr. Mike Wiebolt, President of the Lakes Area Booster Club, was present to represent the Pequot Lakes Park Recreation Department. That department is looking at hiring a part time director working 500 hours a year to run the athletic programs for the surrounding communities. He has requested the support of Crosslake in addition to Pequot Lakes, Breezy Point and Jenkins. A member of each of the City's respective Council will be involved in the program since taxpayer's money will be used to help fund the program. This department does not duplicate what is already being done in the local Park and Recreation Department but offers additional activities.

MOTION 10R-13-93 BY DEAN SWANSON AND SECONDED BY CHUCK MILLER TO PARTICIPATE IN THE AREA YOUTH ACTIVITIES PROGRAM IN THE AMOUNT OF \$1,000 WITH AN OPPORTUNITY TO ADJUST IF WARRANTED. MOTION PASSED UNANIMOUSLY.

A request had been received for the purchase of a new typewriter and Dean Swanson requested that the Council wait until the budget meeting to review this. Also, the vegetable garden at the Park and Recreation Department was discussed and it was decided that it should be discontinued since it is not in line with the purpose of this department. The food was grown and distributed to the local food shelf when this program operated out of the Community Center.

Dean Swanson has requested that a meeting be held with the Park Director on Monday, October 18th to discuss the violations of the policies of the City of Crosslake. The time will be dependent on when the Attorney will be available.

RECYCLING COMMITTEE - There were 114 participants at the September Drop off site and the Committee has decided to continue both the curbside and the drop off site through 1994 with Crosslake Sanitation. A request has been submitted to the County for \$7500 in SCORE money.

PUBLIC SAFETY - In September, the Fire Department responded to eleven calls. Eight EMT and three fire calls for a total loss of \$500.000. Year to date eighty eight calls have been responded to.

The total number of police calls for September was eighty eight.

UTILITIES - The October meeting has been moved to Friday, October 29th. Mr. Nick Brown, Manager of Benton Cooperative, along with Dominic Menderson will be present to discuss putting in place a policy for REA loans.

The union has sent a letter requesting that negotiations be opened. A member of the Council, a member of the Commission and the union steward need to be involved in these talks. Chuck Miller will be the Council representative. A date will be decided later.

NEW BUSINESS - None

OLD BUSINESS - Ron Foss from the Chamber of Commerce was present to discuss what the Council would be willing to do to assist in the operating expense of the chamber booth. They plan on keeping the information booth open at least through deer season and possibly longer. A budget of \$4,180 is proposed for 1994. Discussion arose as to who else the Chamber has contacted for support and how much comes out of the general membership.

MOTION 10R-14-93 BY DEAN SWANSON AND SECONDED BY JACK WEBSTER TO HAVE CITY PERSONNEL MOW THE LAWN, CLEAN THE BATHROOMS AND FLOORS ONCE A WEEK AND DONATE \$300 TOWARDS EXPENSES. MOTION PASSED WITH LYLE ARENDS VOTING NAY.

Two quotes were received for the sound system for City Hall. The first from Tom's TV in the amount of \$8,229.69 excluding installation, and the second from EPA in Rockford, Minnesota for \$9,091.02 including installation.

MOTION 10R-15-93 BY LYLE ARENDS AND SECONDED BY DEAN SWANSON TO PURCHASE A NEW SOUND SYSTEM FOR CITY HALL AT \$9,091.02. MOTION PASSED WITH JACK WEBSTER VOTING NAY.

PUBLIC FORUM - Mr. Martin Peterson asked about the status of the Game and Fish easement and was told by the Attorney that it is currently at the County level. Mr. George Schroenhamer asked about the status of his easement on Park Landing of the McLin Plat.

Mr. Dene Carney endorsed what Mr. Engen had said earlier in the meeting. His opinion is that the citizens should be involved in City government and that the Council should listen to the Commission. Mrs. Roy Dolmar asked whether the Council was looking for a City Manager or a City Administrator. Mr. Anderson explained that the City would be hiring a City Administrator with the emphasis on utility management. Mr. Tom Mezzenga was also in favor of the ad hoc committee recommended by Mr. Engen.

MOTION 10R-16-93 BY CHUCK MILLER AND SECONDED BY LYLE ARENDS TO ADJORN THIS MEETING AT 10:15 P.M. MOTION PASSED UNANIMOUSLY.

Crosslake City Council Meeting
October 11, 1993

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Recorded and edited by:

Arlene A. Buchite, City Clerk/Treasurer

A handwritten signature in cursive script that reads "Arlene A. Buchite". The signature is written in black ink and is positioned below the typed name.