

COUNCIL PROCEEDINGS
Crosslake, Minnesota
REGULAR SESSION - January 14, 1985

The City of Crosslake, Minnesota met in a regular session on January 14, 1985 in the Council Room of the Municipal Building at 7:30 p.m. The following members were present: Councilman Allen, Douglas, Yates, Nelson and Mayor Mezzenga. There was approximately 15 people of the community present. Mayor Mezzenga opened the session by introducing Arlene Buchite as our future City Clerk.

CONSENT CALENDAR

Article A was presented with the request to include minute approval of the special sessions held on January 3 and 9. MOTION NO. 1R-01-85 was introduced by Councilman Nelson that the minutes of December 10, 1984, regular session and the minutes of January 3 and 9, 1985, special session be approved as presented. **SECONDED BY** Councilman Yates. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

Article B was presented in detail starting with the presentation of the Yearly Fund Account Report showing the balance in the General Fund as \$162,646.46 and the Dedicated Funds individual balances showing as:

Fire Dept. New/Replacement Equipment	\$14,934.33	
Fire Dept. Replacement Equipment		.00 Transferred
Fire Dept. Equipment Van		.00
Rd. Construction and Improvement	\$23,785.31	
Street Equipment	\$ 2,903.47	
Police Vehicle	\$ 3,274.59	
Park Irri. Sys.	\$.00
Park Tennis Court Resurfacing	\$.00
Park Youth Fund	\$.00
Park Fees	\$.00

Was explained that monies dedicated in 1984, December meeting will be going into these accounts starting in January and will continue until the mid year County revenues are received.

The flow chart was introduced and shown as a favorable balance of \$41,246.46. The computer printouts were introduced and each department was explained in detail. Administration was explained as to the reasons why this budgeted area comes so far under the budget. Was clarified for the council again that the Emergency Surplus funds were dedicated over for City Hall Remodeling. All departments were shown as coming under budget but were still subject to audit.

The Revenue Sharing Fund Clarification was introduced. A history breakdown was given and the actual division of the revenues. There was shown a \$1.10 difference in the yearly balance and the actual expended and was requested that this \$1.10 be reimbursed to the General Fund. MOTION NO. 1R-02-85 was introduced by Councilman Nelson that the \$1.10 due to the General Fund from the Revenue Sharing funds be paid. **SECONDED BY** Councilman Allen. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

CONSENT CALENDAR CONT. MOTION NO. IR-03-85 was introduced by Councilman Nelson that we approve the 1984 December financial report as presented. **SECONDED BY** Councilman Yates. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

Article C was presented and Mayor Mezzenga explained some of the areas within the reporting process. Line 13 entitled Local Service Revenues of \$8,169 showing an increase from last year which was \$6,284 was explained that such was ahead due to access charges and this makes up for the loss in toll revenues. MOTION NO. IR-04-85 was introduced by Councilman Allen that the December, 1984 financial report for the Telephone Co. be approved as presented. **SECONDED BY** Councilman Douglas. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

NEW BUSINESS **MAYORAL APPOINTMENTS** - Mayor Mezzenga presented his mayoral appointments as:

No Liaison's to Commission, but will be reviewed at a later time. It was the mayor's feelings that this would give a free view feelings to the Commissions without any intimidation.

Cemetery Liaison	Councilman Douglas - was expressed that this post must be worked with the City Clerk to keep the record keeping of this area within control.
Acting Mayor	Councilman Nelson
Asst. Weed Inspector	Councilman Allen
Public Building	Councilman Nelson
Personnel	Councilman Nelson
Weed Inspector	Mayor Mezzenga
City Attorney	Thomas Fitzpatrick
Asst. City Attorney	James W. Nelson
City Auditor and Financial Advisor	Donald Engen
Clerk/Treasurer	Diana A. Gallaway
Police Chief	John W. Backdahl
Fire Chief	Robert Garin
Asst. Fire Chief	Corky Hoag
Civil Defense Dir.	Robert Garin
Asst. Director	John Backdahl
Asst. Director	Mayor Mezzenga
Health Officer	Dr. T. May
Asst. Health Officer	Joan Baker
Depositories	Brainerd National Bank Lakeland State Bank
Official Newspaper	Country Echo

MOTION NO. IR-05-85 was introduced by Councilman Allen that the Mayoral appointments be approved as presented. **SECONDED BY** Councilman Nelson.

Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

NEW BUSINESS CONT.

CORPORATE AUTHORIZATIONS - Mayor

Mezzenga presented the authorization resolutions for the Brainerd National Bank and the Lakeland State Bank. MOTION NO. IR-06-85 was introduced by Councilman Nelson that the council accept the Corporate Authorizations Resolutions as presented. SECONDED BY Councilman Yates.

Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

SEMINARS

Mayor Mezzenga presented the up-

coming seminars involving the Council and Clerk and was expressed that such seminars should be attended. It was further noted that there is a seminar with regards to the Telephone Commission in March and it was expressed that this group had a responsibility in understanding and knowing the area workings of the Telephone Company and would be beneficial to attend this seminar.

MOTION NO. IR-07-85 was presented by Councilman Nelson that we approve the expenses to be incurred in attending such seminars for those people wishing to attend. SECONDED BY Councilman Douglas.

Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

CLERK'S REPORT

MOONLIGHT BAY OUTSTANDING MUTUAL

AID ACCOUNTS RECEIVABLE - Clerk Gallaway presented the outstanding amount of mutual aid paid on the Moonlight Bay fire and the problem dealing with the Mississippi Adjustment Co. for collection. Chief Garin introduced the background regarding such. It was felt that we should continue to make contact and if such monies are recouped it was felt that this would be an extra benefit as normally such aid is taken from the general fund.

RECODIFICATION

Clerk Gallaway requested additions

to the agenda starting with the presentation of recodification of the Code Book as explained in the January 10, 1985 interoffice communication presented to the council. MOTION NO. IR-08-85 was introduced by Councilman Nelson that the approval of the expenditure for recodification be given as presented. SECONDED BY Councilman Yates.

Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

RETAIL "ON" SALE NON-INTOX. Was requested for agenda addition and approved by the council that the Crosslake/Ideal Lion's Club be given a Retail "ON" Sale Non-Intoxicating Malt Liquor License for use at the ice races in the Lion's Cage. Was explained to the council that no beer sales would be made from such concession stand but would cover the club if beer was brought onto the ice during the races. MOTION NO. IR-09-85 was introduced by Councilman Nelson that the Retail "on" Sale Non-Intoxicating Malt Liquor License be granted to the Crosslake/Ideal Lion's Club. SECONDED BY Councilman Douglas.

Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

Corporate Authorization Resolution

This is to Certify: That at a meeting of the Board of Directors of the
..... CITY OF CROSSLAKE Inc.

....., duly called and held January 14, 1985...
at which a quorum of said Board was present, the following resolution was adopted:

Resolved that the transfer or withdrawal of funds of this company on deposit with
..... BRAINERD NATIONAL BANK

whether by check or otherwise, shall be signed by any two of the following officers:
..... August Mezzenga Pres., Orval D. Nelson Vice Pres.,
..... Diana A. Callaway Secy. Diana A. Callaway Treas.;
and countersigned by

And that the following officers August Mezzenga Pres.,
..... Orval D. Nelson Vice Pres. Diana A. Callaway Secy.,
..... Diana A. Callaway Treas., on any two of them are
hereby authorized for and on behalf of this corporation, to borrow money of

..... and to sign, execute and deliver the notes of this corporation therefore in such amounts, for such times,
such rate of interest and upon such terms as they may see fit and
..... do hereby authorize to pledge to said bank the bills receivable, stock, bonds, or
other property of this corporation as security for any money so borrowed, and to offer the bills receivable
of this corporation to said bank for re-discount.

And be it further resolved, that the said
..... CITY OF CROSSLAKE is hereby

authorized and directed to honor and pay any checks so drawn as above set forth, whether such checks
be payable to the order of any officer signing or countersigning said checks, or any of said officers in their
individual capacities or not, and whether such checks are deposited to the individual credit of the officers
signing or countersigning said checks or to the individual credit of any of the other officers or not.

[Handwritten signatures of Orval D. Nelson and Diana A. Callaway]

IN WITNESS WHEREOF I have hereunto affixed my name as Secretary and have caused the cor-
porate seal of the said corporation to be hereto affixed this 14th day of Jan 1985

Imprint Seal
Here

[Handwritten signature of Diana A. Callaway]
..... Diana A. Callaway
Secretary.

Corporate Authorization Resolution

This is to Certify: That at a meeting of the Board of Directors of the
..... CITY OF CROSSLAKE Inc.,

....., duly called and held January 14 1985...
at which a quorum of said Board was present, the following resolution was adopted:

Resolved that the transfer or withdrawal of funds of this company on deposit with
..... LAKELAND STATE BANK
whether by check or otherwise, shall be signed by any TWO of the following officers:
..... August Mezzenga Pres., Orval D. Nelson Vice Pres.,
..... Diana A. Callaway Secy., Diana A. Callaway Treas.;
and countersigned by

And that the following officers August Mezzenga Pres.,
..... Orval D. Nelson Vice Pres., Diana A. Callaway Secy.,
..... Diana A. Callaway Treas., or any two of them are
hereby authorized for and on behalf of this corporation, to borrow money of
..... and to sign, execute and deliver the notes of this corporation therefore in such amounts, for such times,
such rate of interest and upon such terms as they may see fit and
..... are hereby authorize to pledge to said bank the bills receivable, stock, bonds, or
other property of this corporation as security for any money so borrowed, and to offer the bills receivable
of this corporation to said bank for re-discount.

And be it further resolved, that the said
..... CITY OF CROSSLAKE is hereby
authorized and directed to honor and pay any checks so drawn as above set forth, whether such checks
be payable to the order of any officer signing or countersigning said checks, or any of said officers in their
individual capacities or not, and whether such checks are deposited to the individual credit of the officers
signing or countersigning said checks or to the individual credit of any of the other officers or not.

Orval D. Nelson *August Mezzenga*
.....
.....
.....

IN WITNESS WHEREOF I have hereunto affixed my name as Secretary and have caused the cor-
porate seal of the said corporation to be hereto affixed this ... 14th ... day of Jan., ..., 1985

Imprint Seal
Here

Diana A. Callaway
.....
Secretary.

MOYOR'S REPORT

Mayor Mezzenga gave an opening presentation stating concerns he has within the systems and operations of the city. It is his hope that guidelines for the Commissions will be completed during his term as he has looked over different commissions and can see problems that should be reviewed. The council should also be looking into what are we doing presently for our senior citizens and where can we improve this cities participation and concern regarding our senior citizens. Mayor Mezzenga stated his concern again was the commissions and the senior citizens. It was expressed that he hoped to get alot of people attending the council meetings and develop good communications. Ideas were requested and was explained that answers are not always there but one idea could give the answer.

COMMISSION REPORTS

Buildings - Councilman Nelson reported on the City Hall remodeling situation as far as going with a bond or possibly borrowing. Also introduced was a interoffice memorandum dated January 13, 1985 and presented to the council noting the funds available at present for the City Hall Remodeling. The estimated amount of \$96,000.00 was again introduced with the understanding that this is only a rough estimate and plan at this time. The costs involved with bonding was discussed as far as preparing the bonds, legal costs, election, etc. It was further introduced the areas requiring changes to update the building for handicapped laws. The monies received over budget from the state was questioned for use in this project as well as the 1984/85 revenue sharing monies dedicated towards General Government Use. Councilman Allen came forward to check with the banks as to what they could give us under the loan process and if such monies would be tax deductable to them. It was also noted that such should be checked with the League of Minnesota Cities as to the limitations of the council in this process. The background bringing the council to this point within the process was explained as the question of building a city complex was questioned. The project was turned over to Councilman Allen and Mayor Mezzenga to check into the legalities regarding a bond issue, interest involved, the loan process, etc. and will meet regarding on Tuesday.

Cemetery - No report.

Funding and Future Development -

No report.

MEETING CHANGE

Park - Was announced by the Clerk that the Park Board has changed their meeting time to the third Tuesday of the month at 8:30 a.m. and will be held at the Crosslake Cafe.

CLERK/TREAS. TRANSITION

Personnel - Interoffice Correspondence dated January 10, 1985 regarding the Clerk/Treas. position period recommendation was presented. MOTION NO. 1R-10-85 was introduced by Councilman Nelson that we approve the transition plan as presented and place Arlene Buchite as Deputy City Clerk at an hourly wage of \$5.50 and review such wage according to performance in three months. SECONDED BY Councilman Douglas. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

COMMISSION REPORTS CONT. - PERSONNEL RESOLUTIONS -

The Resolution entitled "City Employee Participation in Commission Appointments" was introduced by Councilman Nelson. Discussion was held regarding the actual need of such a resolution as it was determined that the employees should have such chance at the meeting. This was deemed under the communications Mayor Mezzenga expressed as being required. Mayor Mezzenga asked the council for a motion regarding this resolution and as none was presented—the resolution was declared dead.

The resolution "Increase in the Maximum Sick Leave Accumulation" was introduced and the concensus was that the increase from 45 to 120 days was to many days. Motion called for and none presented.

The Resolution entitled "Pay Compensation for Meetings attended by Hourly Waged Employees" was introduced and discussion was held regarding the requirements of these employees at such meetings. Was explained that salaried employees do not receive compensation and was felt that wage employees should see to their area of business as required without compensation. Was felt that a salaried employee was receiving a salary, compensating time spent at meetings already. The main Commission meeting exposed to this situation was Roads as Mr. Hoag is an hourly paid employee and yet has supervisory requirements within his position and is responsible to report to this Commission. The problems with Commission's and their making a quorum was entered into but dropped. Councilman Nelson suggested that this be tabled.

The Resolution entitled "Part/Time Full/Time Employee Participation in Sick Time and Vacation Time Accumulation Benefits" was introduced and it was the concensus that this resolution should not be considered as the Telephone Co. did change their policy regarding this. No motion was made and the resolution was declared dead.

VARIANCE PROCEDURE Planning and Zoning - Coordinator Kingstedt introduced himself to the council and entered his first request regarding variance procedures. The procedure of variances now in process was introduced and was requested to turn this complete procedure over to the Coordinator and compensate your contracted Coordinator with \$25.00 of the variance fee. City Code Book, Section 8.70 Administration 2.B explains how the process works. The Coordinator stated that the change would create a more orderly function to the variance and request approval of the council.

Also presented was a request by Chairman Gallati that there is a need for members on the Commission.

A request for compensation for expenses incurred in the attendance of the On-Site Sewer Treatment seminar was requested at \$267.00. Includes the three day seminar registration, mileage and meals. Mr. Kingstedt was

PLANNING & ZONING CONT.

instructed that these recommendations should be presented in writing to the council and placed on the March agenda. Changes in structure of such should be given to the council prior to a meeting. Also, expenses should be approved prior to expending such by the council.

Public Safty - Chairman Fraser introduced the action of their January 7, 1985 meeting. Was announced that anyone interested in becoming a Commission member to this board should submit their name to the City Clerk or any member of the Commission.

An update was requested regarding the runs made with the Ambulance during 1984 so that we can update our billing procedure to other townships. Was noted that Fairfield Township does not wish to pay into the Ambulance subsidy as they are already charged subsidy.

The Fire Department was reported on as proceeding with the Jacket and Pants package budgeted for at a cost of \$3,300.00 approx. Was explained that this is an O.S.H.A. requirement to be met by July 1, 1985. The Fire Dept. also ran into cost coverage of the Fire Number System put up around the city. Was requested that the City funds be used to cover the \$327.00 outstanding but was also stated that they are looking into another method of raising these funds.

The Police Department was reported on with the suggestion to approve the purchase of the walkie-talkie being requested for purchase with the funds dedicated and the remaining amount from the 1985 budget.

MOTION NO. 1R-11-85 was introduced by Councilman Nelson that the Fire Department be given approval to go ahead and receive bids and purchase their pants and jackets. SECONDED BY Councilman Douglas. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

MOTION NO. 1R-12-85 was introduced by Councilman Allen that we approve the purchase of the Walkie Talkie at the cost of \$750.00 with monies to be used from the 1984 dedicated and 1985 budget. SECONDED BY Councilman Yates. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

Chief Garin requested an addition to the agenda regarding the county wide radio system presented in the past and recently discussed with each council member. The cost of \$13,700.00 was related to the council and public and the grants of \$2,500.00 payable in 1985 and 1986 along with the \$5,700.00 to be received from the county revenue sharing monies leaving a balance of \$3,000.00 to be split between the Fire Department and the City funds. Was explained that the

PUBLIC SAFTY CONT. 1985 monies from the DNR grant of \$2,500.00 would not be received until year end or in 1986 but was requested that permission be recieved to go ahead and order the second part of equipment required to complete the radio system. MOTION NO. 1R-13-85 was introduced by Councilman Nelson that the \$13,700.00 planned for the purchase of the radio equipment system be approved contingent on the receipt of the Crow Wing County portion of \$5,700.00. SECONDED BY Councilman Douglas. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

Mayor Mezzenga further reported on a letter received from the State Fire Marshall regarding the underground tanks of Mr. Dave Rieke located at the old "Jim's 66" station advising us of their decision that supported the State Fire Inspector's request that that such request be met by June 30, 1985. Was noted that Motion No. 11R-13-84 was given pending the approval of the Fire Marshall and that such decision of the Fire Marshall was now deemed final and that Chief Garin should keep on top of this situation.

Roads - No report.

Telephone - The MN. Telephone Convention was introduced and that three members of the commission and the Mayor requested interest in going at this point. MOTION NO. 1R-14-85 was introduced by Councilman Nelson that approval be given to cover expenses incurred by commission members, council members, etc. who are interested in attending the Telephone Seminar presented. SECONDED BY Councilman Yates. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

EMERGENCY PREPAREDNESS PLAN Chief Backdahl presented the plan with no changes except in equipment and council names. MOTION NO. 1R-15-85 was introduced by Councilman Allen that the Emergency Preparedness Plan be approved and signed as presented. SECONDED BY Councilman Yates. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

POLICE VEHICLE BIDS Councilman Nelson introduced an oversight on the part of the council where the presentation was made on the Police Vehicle but no permission was given to advertise. MOTION NO. 1R-16-85 was introduced by Councilman Nelson to correct the council's intent to authorize the right to publicize for bids in December for presentation of bids at the January Council Session on the Police Vehicle. SECONDED BY Councilman Allen. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

R E S O L U T I O N

WHEREAS, Minnesota Statute 12.25, subdivision 5, authorizes the creation of a local civil defense organization comprised of two or more contiguous political subdivisions

AND WHEREAS, the Commissioners of the County of Crow Wing and the Council of the City of Crosslake are each willing to enter into an agreement establishing a common Civil Defense Organization

AND WHEREAS, the County of Crow Wing has already established a Civil Defense Agency with part-time director, funded from county revenue and federal assistance

NOW THEREFORE, it is hereby resolved by the Council of the City of Crosslake:

That the Mayor and City Clerk are hereby authorized and directed to enter into an agreement with the County of Crow Wing establishing a common Civil Defense Organization and a common Civil Defense Director.

ADOPTED this 14th of January 1985

August D...
MAYOR

(Seal)

Attest: *Diana G. Hallaway*
City Clerk

Published: *January 24, 1985 Echo Shopper*

POLICE VEHICLE BIDS
as the following:

The bids were opened and presented

Delta Leasing Co.
Mills Motor, Inc.

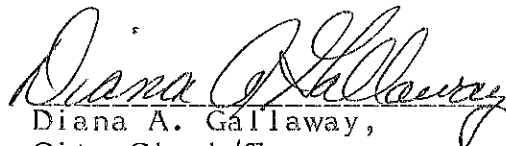
\$ 9,700.00 FOB from New Jersey
\$11,098.00 in Brainerd

The package requirements and what each were bringing were introduced but the bid from Delta Leasing Co. was rather vague in detail and was a 1984 model and not the 1985 requested. The motor in the Delta Leasing Co. came in at the minimum acceptable level where the Mills Motor one came in as required. MOTION NO. 1R-17-85 was introduced by Councilman Nelson that we accept the bid from Mills Motor, Inc. at \$11,098.00. SECONDED BY Councilman Douglas. Upon roll call vote being taken Councilman Douglas, Yates, Allen, and Nelson voted in favor of said motion and Mayor Mezzenga declared the motion carried.

It was noted that there would be a considerable absense from the February regularly scheduled meeting and a quorum was in question. Was suggested that such be checked into with the League of Minnesota Cities and publicized so notification would be given to the public.

MOTION NO. 1R-18-85 was introduced by Councilman Yates that this regular session of the council be adjourned. (9:55) SECONDED BY Councilman Douglas.

RESPECTFULLY
SUBMITTED:


Diana A. Gallaway,
City Clerk/Treasurer