

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, APRIL 8, 2024
7:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, April 8, 2024 in City Hall. The following Council Members were present: Mayor Dave Nevin, Marcia Seibert-Volz, Jackson Purfeerst, Sandy Farder, and Aaron Herzog. Also in attendance were Interim City Administrator Jerry Bohnsack, City Clerk Char Nelson, Park Director TJ Graumann, Fire Chief Chip Lohmiller, Public Works Director Patrick Wehner, Police Chief Jake Maier, Planning and Zoning Director Paul Satterlund, and City Engineer Phil Martin. City Attorney Jordan Soderlind, Echo Publishing Reporter Tom Fraki, and KAXE Reporter Chelsey Perkins attended via Zoom. There were approximately thirty audience members in City Hall and on Zoom.

A. CALL TO ORDER – Mayor Nevin called the Regular Council Meeting to order at 7:00 P.M. The Pledge of Allegiance was recited. MOTION 04R-01-24 WAS MADE BY SANDY FARDER AND SECONDED BY AARON HERZOG TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. PUBLIC FORUM – Peter Graves provided an update on the April Foolishness Pickleball Tournament.

C. CONSENT CALENDAR – MOTION 04R-02-24 WAS MADE BY AARON HERZOG AND SECONDED BY SANDY FARDER TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Police Report for Crosslake – March 2024
2. Police Report for Mission Township – March 2024
3. Fire Department Report – March 2024
4. Planning & Zoning Meeting Minutes of February 23, 2024
5. Parks & Recreation/Library Commission Minutes of February 28, 2024
6. EDA Meeting Minutes of December 6, 2023
7. Waste Partners Recycling Report for February 2024
8. WAPOA Invitation to the 8th Annual AIS Roundtable
9. LG220 Application for Exempt Permit to Conduct Raffle from Knights of Columbus
10. F.I.R.E. Invoices in the Amount of \$1,250
11. Bills for Approval in the Amount of \$418,719.31
12. Additional Bills for Approval in the Amount of \$48,065.84

MOTION CARRIED WITH ALL AYES.

D. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Jackson Purfeerst read a letter dated April 8, 2024 from Cindy Myogeto of the Chamber, thanking the Mayor, Council Members, Police Department, Fire Department, EMS staff, and Public Works Department for working with the Chamber and the community to host the Annual St. Patrick's Day Parade and celebration in Crosslake. An award was presented to Jake Maier, Chip Lohmiller and Pat Wehner.

2. Jackson Purfeerst read a thank you letter dated April 3, 2024 from Sue Schaefer regarding the Silver Sneakers Program at the Community Center and Instructor Donna Keiffer.
3. MOTION 04R-03-24 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY JACKSON PURFEERST TO APPROVE RESOLUTION NO. 24-07 ACCEPTING DONATIONS FROM CROSSLAKE IDEAL LIONS IN THE AMOUNT OF \$6,000.00 FOR 24' SLIDE-IN UNIT FOR FIRE DEPARTMENT COMMAND VEHICLE, FROM PAL FOUNDATION IN THE AMOUNT OF \$841.00 FOR PICKLEBALL PICNIC TABLE, AND FROM SHERYL TOLLEFSON IN THE AMOUNT OF \$100.00 FOR AARP TAX HELP. MOTION CARRIED WITH ALL AYES.
4. Tim Bray provided an update on the CSAH 3/66 Pedestrian & Intersection Improvement Project. Mr. Bray had maps showing the detour routes that will be used during the project.

Roy Lanners of 33048 Big Pine Drive asked questions about the timing of the project.

Joel Slack of 13164 East Shore Road asked if temporary traffic lights could be used in place of temporary 4-way stop signs at intersections.

MOTION 04R-04-24 WAS MADE BY AARON HERZOG AND SECONDED BY MARCIA SEIBERT-VOLZ TO NOT COLOR THE CONCRETE FOR THE AESTHETIC IMPROVEMENTS ON ROUNDABOUT PORTION OF PEDESTRIAN & INTERSECTION IMPROVEMENT PROJECT. MOTION CARRIED WITH ALL AYES.

5. MOTION 04R-05-24 WAS MADE BY JACKSON PURFFERST AND SECONDED BY SANDY FARDER TO APPROVE ORDINANCE NO. 387 AMENDING CHAPTER 42 STREETS, SIDEWALKS, AND RIGHTS-OF-WAY, ARTICLE V VACATING STREETS, FOR THE PURPOSE OF RESTRICTING VACATION OF PUBLIC WATER ACCESSES AND TO APPROVE PUBLICATION OF SUMMARY IN OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.
6. Sonia Slack of 13164 East Shore Road read a prepared document regarding local custody of 2024 Election. The document was prepared by Sonia Slack and Robin Sylvester, requesting that the City Council consider establishing a ballot board and local custody of the 2024 elections in Crosslake.

Dave Nevin and Sandy Farder agreed that this would be a good idea for Crosslake.

Crosslake residents and former judges Kathy Allen and Pam Graves spoke against the proposal. Larry Allen, Patty Norgaard, and Peter Graves agreed and questioned why there was a hurry to get it done this year.

Pat Netko, John Sylvester, and Robin Sylvester spoke in favor of the proposal.

City Clerk Char Nelson stated that whether a person is in favor or not, it is physically impossible to take this additional work on this year. The Council dismissed the City Administrator in February and the position has not been filled. A Deputy Clerk may be hired soon but will need to be trained in actual clerk duties to help with the increased workload due to lack of staff in the office. Ms. Nelson stated that there is no way that the Council can even consider this.

Jerry Volz questioned whether staff is overworked and spoke in favor of the proposal.

MOTION 04R-06-24 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO SUSPEND LOCAL CUSTODY OF ELECTION IDEA UNTIL THE 2025 BUDGET CYCLE. MOTION CARRIED WITH ALL AYES.

7. Included in the packet for Council information was 2024 League of Minnesota Annual Conference schedule.
8. Month-End Revenue and Month-End Expenditure Reports dated 3/31/2024 were included in the packet for Council information.

E. CITY ADMINISTRATOR'S REPORT

1. Jerry Bohnsack reviewed the timeline for search of City Administrator. The target start date is 6/24 to 7/8.
2. MOTION 04R-07-24 WAS MADE BY JACKSON PURFEERST AND SECONDED BY AARON HERZOG TO DIRECT CITY ADMINISTRATOR AND CITY CLERK TO MEET WITH CITY TREASURER/DEPUTY CLERK CANDIDATE AND NEGOTIATE JOB OFFER. STAFF SHOULD INFORM COUNCIL VIA EMAIL OF THE RESULTS. MOTION CARRIED WITH ALL AYES.
3. Jerry Bohnsack reported that he is researching remote work policies and will bring to the Council as soon as possible.

F. COMMISSION REPORTS

1. ECONOMIC DEVELOPMENT AUTHORITY

- a. Patty Norgaard gave an update on EDA activities including Comp Plan update, Green Step City, Business Workshop, and Quickbooks training.

2. PARK AND RECREATION/LIBRARY

- a. MOTION 04R-08-24 WAS MADE BY SANDY FARDER AND SECONDED BY AARON HERZOG TO APPROVE THE CROSSLAKE /PARKS AND RECREATION MEMORIALS AND DONATIONS POLICY AS PRESENTED. MOTION CARRIED WITH ALL AYES.

- b. MOTION 04R-09-24 WAS MADE BY MARCIA SEIBERT-VOLZ AND SECONDED BY SANDY FARDER TO APPROVE YOGA PROGRAM ON TUESDAYS FROM 4/23/24-5/28/24 WITH A MEMBERSHIP RATE OF \$60 OR DAILY RATE OF \$12. MOTION CARRIED WITH ALL AYES.

MOTION 04R-10-24 WAS MADE BY JACKSON PURFEERST AND SECONDED BY MARCIA SEIBERT-VOLZ TO APPROVE THE EXPENDITURE OF PARK DEDICATION FUNDS UP TO \$8,000 TO COMPLETE THE PINE RIVER OVERLOOK PARK. MOTION CARRIED WITH ALL AYES.

G. PUBLIC FORUM – Mike O’Connell gave an update from the LAKE Foundation.

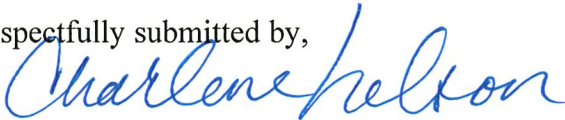
H. NEW BUSINESS – None.

I. OLD BUSINESS – None.

J. CITY ATTORNEY REPORT – None.

K. ADJOURN – MOTION 04R-11-24 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO ADJOURN THE MEETING AT 9:40 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson
City Clerk

BILLS FOR APPROVAL

April 8, 2024

VENDORS	DEPT		AMOUNT
AAA Equipment Center, oil, guide, chain loop	Park		114.07
Ace Hardware, striping paint	Park		213.62
Ace Hardware, socket adapter	Park		12.59
Ace Hardware, gloves	Park		16.19
Ace Hardware, bolts	Park		3.98
Ace Hardware, tapcons	Park		30.99
Ace Hardware, gloves, hardware	PW		24.28
Ace Hardware, hardware	PW		3.30
Ace Hardware, pliers, wrench	PW		38.98
Ace Hardware, bolts	Park		2.68
Ace Hardware, washers	Park		1.79
Ace Hardware, cable ties, organizer	Park		36.68
Ace Hardware, bits, hooks, wood putty	Park		12.15
Ace Hardware, auto ranging meter, hose, plug	Park		75.55
Ace Hardware, paint	Park		71.78
Ace Hardware, bit set, carb cleaner	Park		34.17
Ace Hardware, washers	PW		5.66
Ace Hardware, hardware	Police		4.62
Ace Hardware, bird food, carb cleaner	Park		20.68
Ace Hardware, electrical tape	Sewer		21.01
Ace Hardware, janitorial supplies	Fire		25.18
Ace Hardware, tire cleaner	Fire		16.18
Ace Hardware, propane, lighter	Cemetery		84.64
Aramark, mat service	PW	pd 3-19	75.65
Aramark, mat service	PW		75.65
Aspen Mills, uniform	Fire		63.35
AW Research, water testing	Sewer		1,250.76
Baker & Taylor, books	Library		105.82
BCA, background check	Park		15.00
Bolton & Menk, site master plan	Park		2,109.50
Brainerd Hydraulics, reseal motor, reseal kit, hoses	PW		1,672.62
Brainerd Hydraulics, parts	PW		72.75
Brainerd Hydraulics, trailer and mower repairs	PW		1,693.57
Build All Lumber, lumber	Police		13.96
City of Crosslake, sewer utilities	ALL		260.00
Civic Plus, codification update	Gov't		1,569.54
Civic Plus, code maintenace	Gov't		925.00
Clean Team, april cleaning	ALL		3,931.25
Clifton Larson Allen, billing 1 audit services	Gov't	pd 3-26	10,787.15
Column Software, ordinance 386	Gov't		55.42
Complete Integrated Solutions, toughbook	Police		3,070.00
Complete Integrated Solutions, docking station	Police		920.50
Council #65, union dues	Gov't		479.68
Crow Wing County, property tax solid waste/recycling fee	ALL		175.00
Crow Wing County Highway Dept, fuel	ALL		3,563.18

Crow Wing County Highway Dept, fuel	ALL		4,818.76
Crow Wing County Recorder, filing fees	PZ		92.00
CTC, web hosting	Gov't		10.00
Culligan, water and cooler rental	ALL		251.00
Custom Fire, adapter, storz lok, hook, handle	Fire		553.22
DeLage Landen Financial Services, copier lease	Park		117.00
Dell, computers, monitors	PZ/Admin		3,890.68
Delta Dental, dental insurance	ALL		1,904.88
Elevate Learning, program management	Fire		250.00
Follett, labels	Library		364.24
Fortis, disability insurance	ALL		902.45
Galls, uniform	Police		330.31
Guardian Pest Solutions, pest control	ALL	pd 3-19	96.64
Guardian Pest Solutions, pest control	ALL		164.64
Hawkins, chemicals	Sewer		1,360.70
Hildi, actuarial disclosures	Admin		900.00
Holiday Station, fuel	Fire	pd 3-19	191.17
Johnson Fitness & Wellness, cardio equipment	Park		48,390.00
Josh Runksmeier, uniform reimbursement	Park		145.00
Lakes Area Lock and Door, repair face plate	Park		145.00
Lakes Printing, business cards	PZ		63.95
League of MN Cities Insurance Trust, property insurance	ALL		139,785.00
Life Fitness, handle	Park		151.91
M&M Express Sales and Service, belts	Park		646.32
Mastercard, Adobe, monthly premium	Gov't		103.04
Mastercard, Adobe, monthly premium	Police		21.46
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, envelopes, badge holders	Gov't		49.13
Mastercard, Amazon, laminator, pouches, wireless doorbell	Police		51.94
Mastercard, Amazon, zip ties	Park		169.62
Mastercard, Amazon, hose	Park		14.68
Mastercard, Amazon, plant saucers	Library		35.95
Mastercard, Amazon, basketball nets	Park		27.98
Mastercard, Amazon, vacuum	PW	pd 3-19	265.13
Mastercard, Amazon, vacuum bags	PW	pd 3-19	23.99
Mastercard, Amazon, laptop bag, mouse	PZ	pd 3-19	107.17
Mastercard, Amazon, cam lock fittings	PW	pd 3-19	224.96
Mastercard, Amazon, notice board	Park		58.40
Mastercard, Amazon, drawer organizers	Park		15.99
Mastercard, Amazon, label tape	Park		14.99
Mastercard, Amazon, security box	Park		29.99
Mastercard, Amazon, notice board	Park		29.90
Mastercard, Amazon, drying mat	Park		20.99
Mastercard, Amazon, pressure washer tips	Park		17.99
Mastercard, Amazon, liquid air armor	Police		68.20
Mastercard, Amazon, plants	Park		44.36
Mastercard, Amazon, trail cam	Park		289.98
Mastercard, Amazon, uniform	Police		19.95
Mastercard, Amazon, chargers, phone cases	Police		160.44
Mastercard, Amazon, charger	Police		13.99
Mastercard, Amazon, chairmat, 3m strips	Admin		151.87

Mastercard, Amazon, yoga mats	Park		79.99
Mastercard, Background Checks.com, subscription	Gov't	pd 3-19	21.42
Mastercard, Docusend, email bills	Sewer		4.40
Mastercard, Douglas Industries, velcro acs	Park		99.00
Mastercard, Douglas Industries, pulley	Park		54.00
Mastercard, Everblades, heated wiper blades	Park		74.77
Mastercard, Holiday, fuel	Fire		86.13
Mastercard, Microsoft, monthly premium	Fire		17.71
Mastercard, MN Rev, post license renewals	Police		360.00
Mastercard, MRPA, employment ad	Park		175.00
Mastercard, MRPA, continuing ed	Park		35.00
Mastercard, N-ear, ear pieces	Police		244.98
Mastercard, Pickleball Central, pickleballs	Park		299.97
Mastercard, Raffertys, chiefs meeting	Police		104.13
Mastercard, Reeds Market, volunteers meeting	Library		23.80
Mastercard, Safe Life Defense, uniform	Police		152.81
Mastercard, The Police and Sheriffs Press, id template	Gov't		150.00
Mastercard, Vista Prints, signs	Park		24.79
Mastercard, Zoom, monthly premium	Gov't		65.99
MCSI, copier maintenance contract	Park		94.18
Medica, health insurance	Gov't	pd 3-26	30,775.80
Menards, conduit, locknut, paper towels	PW		65.56
Menards, air filters	PW		41.94
Metro Sales, maintenance contract and copies	PZ/Admin		751.35
Midwest Security, fire alarm inspection	Fire		220.00
MN Life, life insurance	ALL		219.40
MN NCPERS, life insurance	Gov't		64.00
MNPEA, union dues	ALL		336.00
MN T's, uniform	Police		50.00
Moonlite Square, DEF fluid	Fire		30.47
Moonlite Square, fuel	Park		13.19
Motorola, radios	Fire		80,252.00
MPCA, certification renewal	Sewer	pd 3-19	23.00
Napa, wiper blades	Police		25.44
Napa, fuses	PW		7.90
Napa, oil filters, oil	Park		60.38
Northland Fire Protection, extinguisher recertifications	ALL		1,693.65
Placid Lake Advisors, planning and zoning services jan-feb	PZ		9,225.00
Planning and Zoning Commissioners, 1st quarter meetings	PZ		665.00
Premier Auto, diesel oil	PW		191.76
Premier Auto, mount tire	PW		42.50
Ratwik, Roszak, & Maloney, legal fees	ALL		3,145.00
Shannons, insurance deductible	Police	pd 3-26	250.00
Shannons, insurance payment pass through	Police	pd 3-26	7,396.22
Shawn Peterson, reimburse for supplies	Park		86.29
Sherwin Williams, line striper	PW	pd 3-19	17,727.68
Simonson Lumber, treated foundation plywood	Park		49.14
Simonson Lumber, plywood, outside corners	Park		128.62
Teamsters, union dues	Police		259.00
The Office Shop, copy paper	Park		57.50
The Office Shop, ink cartridges	Fire		329.96

Timeclock Plus, schedule anywhere license renewal	Police		748.80
Tremolo Communications, phone, fax, cable, internet	ALL		2,488.70
Ultimate Safety Concepts, propane, regulator, gas	Fire		520.70
US Bank, copier lease	ALL		165.00
Van Meter, electrical supplies	Sewer		311.60
Viking Electric, electrical supplies	PW		56.76
Waste Partners, trash removal	ALL		610.35
WSN, promotional video-pass through grant	Park		6,250.00
Xcel Energy, gas utilities	ALL		2,687.19
Xtona, monthly i.t. billing	ALL		3,122.50
Ziegler, replace bogies	PW		4,077.82
TOTAL			418,719.31

ACH PAYMENTS

Deferred Comp, employee deductions	Payroll	pd 3-13	275.00
Deferred Comp, employee deductions	Payroll	pd 3-26	275.00
Health Care Savings Plan, employee deductions	Payroll	pd 3-13	766.09
Health Care Savings Plan, employee deductions	Payroll	pd 3-26	884.81
IRS, payroll tax	Payroll	pd 3-8	2,734.03
IRS, payroll tax	Payroll	pd 3-13	8,540.89
IRS, payroll tax	Payroll	pd 3-26	8,978.49
IRS, payroll tax	Payroll	pd 4-3	2,665.72
MN Dept of Revenue, payroll tax	Payroll	pd 3-8	231.56
MN Dept of Revenue, payroll tax	Payroll	pd 3-13	1,982.42
MN Dept of Revenue, payroll tax	Payroll	pd 3-26	2,110.19
MN Dept of Revenue, payroll tax	Payroll	pd 4-3	189.38
PERA, payroll deductions and benefits	Payroll	pd 3-13	10,195.17
PERA, payroll deductions and benefits	Payroll	pd 3-26	10,724.45
Sales Tax	ALL	pd 3-19	446.00

ADDITIONAL BILLS FOR APPROVAL
April 8, 2024

VENDORS	DEPT		AMOUNT
AW Research, water testing	Sewer		772.74
Char Nelson, reimburse petty cash	ALL		40.00
Char Nelson, mileage reimbursement	Admin		34.84
Column Software, meeting notice of 4/26/24	PZ		31.71
Crow Wing County Recorder, filing fee	PZ		46.00
Dell, computer, monitors	Admin		1,805.28
Digital Horizons, troubleshoot ftp server	Gov't		205.00
Emergency Automotive Technologies, new squad accessories	Police		7,465.79
Forum Communications, employment ads	Adm/P&R		695.80
Galls, first aid kit supplies	Police		1,016.34
Galls, first aid kit supplies	Police		768.69
Galls, uniform	Police		71.20
H.A.R.T., impound fees	Police		366.75
Jefferson Fire & Safety, helmets	Fire		2,230.32
Mastercard, Amazon, batteries	Police		5.81
Mastercard, Zero9Holsters, uniform	Police		109.97
Midwest Machinery, 2025 turf team gator and utility gator pkg	Park		28,636.65
MR Sign, clearance markers	PW		316.16
Napa, meguiars tire wet	Fire		38.68
Northland Fire Protection, service and recertification	Park		1,012.11
Streichers, uniform	Police		276.00
US Autoforce, tires	Police		1,620.00
Zak Knoblauch, uniform reimbursement	PW		500.00
TOTAL			48,065.84

City of Crosslake

RESOLUTION 24-07

RESOLUTION ACCEPTING DONATION(S)

WHEREAS, the City of Crosslake encourages public donations to help defray costs to the general public of providing services and improving the quality of life in Crosslake; and

WHEREAS, the City of Crosslake is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of citizens; and

WHEREAS, said Statute 465.03 requires that all gifts and donations of real or personal property be accepted only with the adoption of a resolution approved by two-thirds of the members of the City Council; and

WHEREAS, the following person/persons and/or entity/entities has/have donated real and/or personal property as follows:

FROM	DONATION	INTENDED PURPOSE
Crosslake Ideal Lions	\$6,000.00	24' Slide-In Unit for Fire Department Command Vehicle
PAL Foundation	\$841.00	Pickleball Picnic Table
Sheryl Tollefson	\$100.00	AARP Tax Help Donation

; and

WHEREAS, the City of Crosslake will strive to use the donation as intended by the donor; and

WHEREAS, the City Council finds that it is appropriate to accept said donation(s) as offered.


NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Crosslake that the donation(s) as described above are accepted as allowed by law.

Passed this 8th day of April, 2024.



David Nevin
Mayor

ATTEST:



Charlene Nelson
City Clerk (SEAL)