MINUTES OF THE REGULAR MONTHLY MEETING

OF THE FIFTY LAKES CITY COUNCIL

March 11th, 2025

The Regular Monthly Meeting of the Fifty Lakes City Council was held on Tuesday, March 11, 2025, at City Hall at 6:00 pm. The following officers were present: Gary Staples, Mayor; Juan Cabrera, Mark Bradley, Randy Zeigler, Toni Buchite, Council Members; Ann Raph, City Clerk; Jessica Istvanovich, Deputy Clerk; Emily Brodhead, Municipal Liquor Manager; Jesse Anderson, Fire Chief.

The Pledge of Allegiance recited.

Mayor Staples requested 1 addition and 1 deletion to the March Agenda.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. ZEIGLER TO ADD PURCHASING PAGERS UNDER FIRE & RESCUE AND REMOVAL OF REVIEWING EMPLOYEE HANDBOOK UNDER PURCHASING AND PERSONNEL.** When polled: All members voted aye. Motion carried.

Open Forum:

Consent Agenda: Mayor Staples requested consideration of the consent agenda as amended. Council reviewed: Council Meeting Minutes for Regular Meeting January 14th (amended), Regular Meeting February 11th; Treasurer’s Report: Payment of bills in the amount of $53,427.27 including Check No# 51716 to #51793; Fire and Rescue Minutes; Resolution 2025-01 Signatory Powers (Amended).

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. BUCHITE TO ACCEPT THE CONSENT AGENDA AS AMENDED.** When polled: All members voted aye. Motion carried.

New Business/Critical Issues: The council reviewed the 2024 Audit Report with Becca Nielson of Clifton Larson Allen CPA (via interactive technology). Ms. Nielson states that the city has no significant deficiencies for 2024. The city has approximately 10 months of expenditures in unassigned fund balances. The recommendation is to have at least 5 months. Ms. Nielson reports the gross profit percentage of the liquor fund of 53.5% in 2024, a 2.8% increase compared to 2023.

**MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. BRADLEY TO RENEW CD #407507 ($153,891.18) AT A RATE OF 4.25% FOR 12 (TWELVE) MONTHS**. When polled: All members voted aye. Motion carried.

Mr. Burslie presented recommendations from the February 25th PCBOA meeting on Ordinance Amendment 2025-01 and Zoning Map Amendment 03-25, the purpose and intent of this Ordinance is to amend the City Land Use Ordinance, Chapter 4 – Section 4.02.09 Public & Parks District, Chapter 4 – 4.03 Land Use Table, and Chapter 5 – Section 5.14 Public Parks (PP). The Planning Commission recommended approval to the City Council along with the rezoning of Commercial zoned parcels 22250517, 22250516, and 22250500 to Public & Parks (PP) zoning district.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. CABRERA TO APPROVE ORDINANCE AMENDMENT 2025-01 FOR THE CREATION OF A PUBLIC & PARKS ZONING DISTRICT WITHIN THE CITY OF FIFTY LAKES.** When polled: All members voted aye. Motion carried

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. CABRERA TO APPROVE PUBLISHING THE NOTICE OF ORDINANCE AMENDMENT 2025-01 IN THE CROSBY COURIOR (CITY NEWSPAPER).** When polled: All members voted aye. Motion carried

**MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. BRADLEY TO APPROVE ZONING MAP AMENDMENT 03-25 TO REZONE PARCELS #22250516, #22250517, AND #22250500 TO PUBLIC & PARKS (PP) ZONING DISTRICT.** When polled: All members voted aye. Motion carried.

Planning and Zoning: Mr. Burslie reviewed Ms. Soderlund’s report with the council. The Planning Commission held a regular meeting on February 25th, 2025 at which three (3) public hearings were held. Mr. Burslie reported Bob Stancer was voted as Chair and Gary Oster was voted as Vice Chair for 2025. There have been four (4) approved Land Use Permits, two (2) Variances, one (1) Zoning Map Amendment and one (1) Ordinance Amendment as of February 2025.

Parks: The council reviewed three (3) bids from Lambert Water Wells, Blue Water Wells and Runyan Well Drilling for the splash pad well.

**MOTION MADE BY MR. CABRERA AND SECONDED BY MR. BRADLEY TO ACCEPT THE BID FOR THE SPLASH PAD WELL FROM RUNYAN WELL DRILLING AT A COST OF $27,750.00.** When polled: All members voted aye. Motion carried.

The council reviewed two (2) bids from C & C Courts Inc/Sports Court North and Lee Sports Surfacing for the surfacing of the second pickleball court.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. CABRERA TO ACCEPT THE BID FROM LEE’S SPORTS SURFACING FOR THE NEW PICKLEBALL COURT, FENCE POSTS AND NETS AT A TOTAL OF $15,200.00.** When polled: All members voted aye. Motion carried.

Fire & Rescue: Jesse Anderson reported two (2) medical calls for the month of February. Mr. Anderson requested the council view two bids on new pagers for the fire department.

**MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. CABRERA TO ORDER TEN (10) PAGERS FROM BRANDON COMMUNICATIONS FOR $5,000.00.** When polled: All members voted aye. Motion carried.

Mr. Bradley discussed with the council updating the signage on the Fire Department building. The council agreed to work on obtaining designs and bids.

Road Construction and Maintenance: Mr. Bradley informed the council the only bid received back for dust guard was with Corbin Excavating. The council agreed that the company and product worked well the previous year.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. BUCHITE TO ACCEPT THE BID FROM CORBIN EXCAVATING FOR CALCIUM CHLORIDE (DUST GUARD) FOR A TOTAL OF $41,107.30.** When polled: All members voted aye. Motion carried.

The council reviewed three (3) quotes on crack seal products from Team Lab, Grainger, and Asphalt Seal Coating Direct.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. CABRERA TO PURCHASE THREE (3) BARRELS OF CRACK SEALING FROM TEAM LAB.** When polled: All members voted aye. Motion carried.

Liquor Store: Liquor profit and loss report was reviewed with a gross profit of 55.9% in the month of February. The bar’s net profit for the year is -21.0%.

**MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. BRADLEY TO APPROVE EMILY BRODHEAD TO ATTEND MMBA IF THERE IS AN OPTION TO ONLY ATTEND 1 DAY “BOOTCAMP” WITH LODGING**. When polled: All members voted aye. Motion carried.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. CABRERA TO APPROVE EMILY BRODHEAD TO ATTEND CERTIFIED FOOD MANAGER CLASS IN DULTUH, MN ON MARCH 28, 2025, PLUS ONE NIGHT OF LODGING.** When polled: All members voted aye. Motion carried.

**MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. BRADLEY TO APPROVE HIRING AMY WHITCOMB AS A PART-TIME BARTENDER AT $11.13 PER HOUR.** When polled: All members voted aye. Motion carried.

The council reviewed an invoice from Maverick’s Heating and Air for repairs on the large cooler in the off sale.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. ZEIGLER TO APPROVE THE INVOICE FROM MAVERICK’S HEATING AND AIR FOR REPAIR WORK ON THE LARGE COOLER TOTALING $1,530.00**. When polled: All members voted aye. Motion carried.

Ms. Brodhead discussed the “Liquor Operations Cook” job description with the council and stressed the importance of taking that added duty away from the bartenders on busy nights.

**MOTION MADE BY MR. ZEIGLER AND SECONDED BY MR. BRADLEY TO APPROVE “LIQUOR OPERATIONS COOK” JOB DESCRIPTION.** When polled: All members voted aye. Motion carried.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. BUCHITE TO SET THE PAY SCALE OF $14.00 TO $18.00 PER HOUR FOR THE “LIQUOR OPERATIONS COOK” JOB**. When polled: All members voted aye. Motion carried.

Mayor’s Report: None.

Purchasing/ Personnel: Mayor Staples requests to form a Feasibility Committee to review the Feasibility Study performed by Bolten & Menk on the Community Center/Fire Hall building.

**MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. CABRERA TO FORM A FEASIBILITY COMMITTEE TO REVIEW THE STUDY ON THE COMMUNITY CENTER/ FIRE HALL BUILDING AND TO ADVERTISE FOR COMMITTEE MEMBERS ON THE CITY WEBSITE, CITY FACEBOOK PAGE AND IN CITY NEWSPAPER.** When polled: All members voted aye. Motion carried.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. CABRERA TO CLOSE THE SAFETY DEPOSIT BOX AT FIRST WESTERN NATION BANK IN CROSSLAKE, MN**. When polled: All members voted aye. Motion carried.

**MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. CABRERA TO REISSUE CHECK # 51181 FOR NAN BARES-BRENDLE FOR $954.68 MINUS THE $25.00 CANCELLATION FEE.** When polled: All members voted aye. Motion carried. The council discussed that no further checks will be reissued to the recipient.

**MOTION MADE BY MR. ZEIGLER AND SECONDED MR. BRADLEY TO DONATE $500.00 TO THE EMILY FOOD SHELF.** When polled: All members voted aye. Motion carried.

Adjourn: **MOTION MADE BY MR. BRADLEY AND MR. ZEIGLER TO ADJOURN**. The meeting adjourned at 8.08 pm.

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Jessica Istvanovich, Deputy Clerk