

MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE MANHATTAN BEACH CITY COUNCIL  
December 4th, 2018

The regular monthly meeting of Manhattan Beach City Council was held on Wednesday December 4th, 2018 in the City Hall at 7pm. The following officers were present: Paul Allen-Mayor; Janis Allen, Barb Hanson-Wannebo-Council Members; Amy Wannebo-Clerk-Treasurer; Council Member Yurek was absent, City Attorney Kalis and approximately two residents and one member of the press.

The Pledge of Allegiance was recited.

**Agenda Amendments:** Mayor Allen asked if there were any amendments to the agenda, there were none. **A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to approve the agenda as printed. Motion carried.**

**Approval of November Minutes & Canvassing Minutes:** A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to approve both sets of meeting minutes as printed. Motion carried.

**Clerk-Treasurer's Report:** Supporting documents attached. Clerk-Treasurer Wannebo asked if there were any questions for the claims and receipt, there were none. Clerk-Treasurer Wannebo stated that moving forward on election years that either the meeting date would need to move to the following week or a special meeting would need to be held for the canvassing of the election. She confirmed that the Council pay for extra meetings was \$125.00 per extra meeting based on previous years. She explained that attendance for Planning and Zoning was determined from both Darrin Welle and the meeting minutes. **A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to approve the claims as printed and to include Crow Wing Power, Crosslake communications and an attorney bill if one came. Motion carried.**

**Check numbers 3207 through 3225 have been paid for a total amount of \$9,049.46.**

**Communications:** None.

**Planning & Zoning Report:** Mayor Allen read the P&Z report-attached.

**OPEN FORUM:**

**Unfinished Business:**

**2019 Tax Levy:** Clerk-Treasurer Wannebo shared the updated disbursements ledger, the proposed budget report and the Crow Wing County calculations with the Council-attached. **A motion was made by Council Member Hanson-Wannebo and seconded by Council Member Allen to set the final tax levy at \$70,000.00.** Mayor Allen asked for any further discussion. Clerk-Treasurer Wannebo said that she could support the levy being set at \$70,000.00 as long as the Council would take the time to look at

what the City's needs are improving roads and what not. Council Member Allen said that was the plan. Mayor Allen agreed. **Motion carried.**

**Goldenstein & Satchell Roads Update:** All correspondence and supporting documents attached. It was indicated by the Council that there were multiple errors on property owner names on the maps provided and that those would need to be corrected. City Attorney Kalis recommended that Mayor Allen sit down in person with Stonemark to go over all of the documents and verify the information is correct and to have proper full descriptions written. Mayor Allen said that he would like the descriptions to include distances and that perpetual easement deeds were included. **A motion was made by Council Member Hanson-Wannebo and seconded by Council Member Allen that Mayor Allen meet with Stonemark to get the legal descriptions made, take them to the Attorney for him to contact the property owners. Motion carried.**

## **OPEN FORUM:**

### **New Business:**

**January Meeting Date:** A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to set the regular January meeting date for Tuesday January 8<sup>th</sup>, 2019 due to the newly elected official not being able to take office until January 7<sup>th</sup> 2019. **Motion carried.**

A motion was made by Council Member Allen and seconded by Council Member Hanson-Wannebo to adjourn the meeting. **Motion carried.**

**Meeting was adjourned at 8:08pm.**

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**Clerk-Treasurer Amy Wannebo**

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**Mayor/Council Member**



For the Period : 11/4/2018 To 12/4/2018

<u>Name of Fund</u>	<u>Beginning Balance</u>	<u>Total Receipts</u>	<u>Total Disbursed</u>	<u>Ending Balance</u>	<u>Less Deposits In Transit</u>	<u>Plus Outstanding Checks</u>	<u>Total Per Bank Statement</u>
General Fund	\$309,371.30	\$23,940.10	\$11,562.97	\$321,748.43	\$0.00	\$8,324.33	\$330,072.76
Road and Bridge	\$6,046.92	\$0.00	\$500.00	\$5,546.92	\$0.00	\$500.00	\$6,046.92
Tax Increment Financing Projects	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Building Fund	\$13,004.46	\$0.00	\$0.00	\$13,004.46	\$0.00	\$0.00	\$13,004.46
Total	\$328,422.68	\$23,940.10	\$12,062.97	\$340,299.81	\$0.00	\$8,824.33	\$349,124.14

Date Range : 11/4/2018 To 12/4/2018

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
12/04/2018	Nicks Lawn Service, INC.	Mowing: 10/04/18 & 10/18/18 mow, trim and remove debris	3207	\$107.38	100-41001-405-	General Government	\$107.38
12/04/2018	Sourcewell Formerly NIPA	P&Z services for October 2018	3208	\$100.00	100-41910-106-	Planning and Zoning	\$100.00
12/04/2018	City of Fifty Lakes	Northgate Lane-Winter Road Maintenance	3209	\$500.00	201-43125-403-	Ice and Snow Removal	\$500.00
12/04/2018	Tri-County Septic Inspection	new install insp. @ Zach Hanson property	3210	\$150.00	100-41910-106-	Planning and Zoning	\$150.00
12/04/2018	Frandsen Bank	safe deposit box annual fee	3211	\$45.00	100-41001-206-	General Government	\$45.00
12/04/2018	The Office Shop	contract & paper	3212	\$37.49	100-41001-202-	General Government	\$37.49
12/04/2018	Northland Press	Legal Notice: Notice Canvassing Board 11/13/18 & Summary Pub of Gas Franchise 11/20/18	3213	\$80.75	100-41001-351-	General Government	\$80.75
Total For Selected Claims				\$1,020.62			\$1,020.62

Date Range : 11/4/2018 To 12/4/2018

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
	Barbara A Hanson-Wannebo		City Council/Town Board				
	Janis A Allen		City Council/Town Board				
	Marlene Yurek		City Council/Town Board				

  
Date

  
Date

Date


Date Range: 10/8/2018 To 11/8/2018

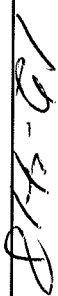
<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
11/08/2018	Crow Wing Power	October 2018 service	3205	\$118.00	100-41940-381-	General Government Buildings and Plant	\$118.00

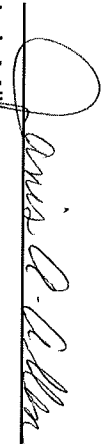
Total For Selected Claims


\$118.00

\$118.00

  
Barbara A Hanson-Wannebo  
City Council/Town Board

  
Date

  
Janis A Allen  
City Council/Town Board

  
Date

Marlene Yurek  
City Council/Town Board

Date

Date Range : 11/4/2018 To 12/4/2018

<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Claim #</u>	<u>Total</u>	<u>Account #</u>	<u>Account Name</u>	<u>Detail</u>
12/04/2018	Crosslake Communications	December 2018 internet	3224	\$72.13	100-41940-321-	General Government Buildings and Plant	\$72.13

Total For Selected Claims	\$72.13	\$72.13
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Barbara A Hanson-Wannebo	City Council/Town Board	Date
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Janis A Allen	City Council/Town Board	Date
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Marlene Yurek	City Council/Town Board	Date
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For the payroll period ending: 12/04/2018

Account #	Employee #	Employee Name	Amount
100-41110-100		Allen, Paul	3,647.82
100-41110-103		Allen, Janis A	909.65
		Hanson-Wannebo, Barbara A	909.65
		Yurek, Marlene	794.21
100-41425-101		Wannebo, Amy	688.14
100-41910-103		Iverson, Ralph P	92.35
		Johnson, Mark T	277.05
		Kent, Travis J	69.26
		Wannebo, Isaac L	207.79
		Yurek, Thomas	207.79
		Account Total	854.24
		Total For Period	\$7,803.71
			\$0.00
		Unallocated due to rounding	

Barbara A Hanson-Wannebo	City Council/Town Board	12-4-18
Janis A Allen	City Council/Town Board	12-4-18
Marlene Yurek	City Council/Town Board	

Fund Name: All Funds

Date Range: 11/08/2018 To 12/04/2018

<u>Date</u>	<u>Remitter</u>	<u>Receipt #</u>	<u>Description</u>	<u>Deposit ID</u>	<u>Void</u> <u>Account Name</u>	<u>F-A-P</u>	<u>Total</u>
12/04/2018	Crow Wing County	47	November 30th 2018 settlement voucher #99087	(12/04/2018) -	N General Property Taxes(31001 through 31299)	100-31001-	\$ 23,940.10
Total for Selected Receipts							\$ 23,940.10
							\$ 23,940.10

December 3, 2018

City of Manhattan Beach  
39148 County Road 66  
Manhattan Beach, MN 56442

RE: December Report

Mayor and City Council,

1. There was no planning commission meeting this month since there was no business to discuss.
2. There was no land use permits applied for or issued in November.

I do not plan to attend your upcoming meeting. If you have any questions or concerns, feel free to contact me at (218) 895-4142.

Sincerely,

Darrin Welle  
Zoning Administrator

CITY OF MANHATTAN BEACH  
\*\* PROPOSED RATES

CITY CALCULATIONS

CITY OF MANHATTAN BEACH

31-Oct-18

PAYABLE 2019

PREV TIF: 0

LGA Relief: 0  
Rate: 0.000%

INITIAL TAX CAPACITY:	318,208	318,208
less TIF Value:	0	
TAXABLE TAX CAPACITY		318,208

PREV TAXABLE MV:  
PREV TC:  
PREV LEVY:

26,304,232 9.9%  
291,672 9.1%  
70,000 0.0%

REF MV: 12,132,300  
TAX MV: 28,907,377  
EST MV: 29,371,000  
NEW CONST: 2,286,100

PREV RATE: 23.999%

TYPE FUND NAME	TOTAL LEVY REQUEST	HACA	TIF EXCESS	ADJUSTED LEVY	FISC DISP DISTRIB	FINAL LEVY	SPREAD LEVY	GENERAL RATE
10 CITY REVENUE	60,000	0	0	60,000	0	60,000	60,001.30	18.856%
35 ROAD FUND	5,000	0	0	5,000	0	5,000	4,999.05	1.571%
87 BUILDING FUND	5,000	0	0	5,000	0	5,000	4,999.05	1.571%
TOTAL	70,000	0	0	70,000	0	70,000	69,999.40	21.998%

CITY OF MANHATTAN BEACH

\*\*\* 2019 PROPOSED TAX RATES Page 1

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Page 1

# CROW WING COUNTY TAX RATES FOR TAXES PAYABLE IN THE YEAR 2019

01-Nov-18 (Print Date)

\*\*\* 2019 PROPOSED TAX RATES

Page 2

## COUNTY RATES:

Generally	32.638%
City of Baxter	32.638%
City of Brainerd general	31.955%
Brainerd Rural Service Dist	32.045%
City of Crosby	31.759%
City of Deerwood	32.563%
City of Ironton	31.883%
<b>CITY RATES:</b>	
Baxter	52.909%
Brainerd Generally	80.130%
Brainerd Rural Service Dist	49.862%
Breezy Point	41.956%
Crosby	103.699%
Crosslake	30.138%
Cuyuna	56.669%
Deerwood	95.578%
Emily	41.356%
Fifty Lakes	22.274%
Fort Ripley	28.954%
Garrison	73.284%
Ironton	157.155%
Jenkins	57.892%
Manhattan Beach	21.998%
Nisswa	33.434%
Pequot Lakes	58.077%
Riverton	37.985%
Trommald	39.655%

## State General Tax Rate:

Applied to Comm Ind  
Applied to Seas Rec Res/Seas Com

## SCHOOL DISTRICT RATES:

ISD 181 general	32.638%
ISD 181, in Brainerd general	32.638%
ISD 181, in Brainerd RSD	31.955%
ISD 182 general	32.045%
ISD 182, in Crosby only	31.759%
ISD 182, in Deerwood City only	32.563%
ISD 182, in Ironton only	31.883%
ISD 186	
ISD 001	52.909%
ISD 2174	80.130%
ISD 480	49.862%
ISD 482	41.956%
ISD 484	103.699%

## SPECIAL TAXING DISTRICT (STD) RATES:

Region 5 (countywide)	
County HRA (applies to all ex. Brainerd, Crosby, Pequot)	
Cuyuna Hospital Dist (HD)	
City of Brainerd HRA	
City of Pequot Lakes HRA	
Garrison-Kathio-West Mille Lacs Sewer Dist. (SD)	

## Areawide Rate Iron Range Fiscal Disparities:

Homestead Credit - Repealed for payable 2012 taxes and replaced with a homestead market value exclusion.

## Agricultural Credit:

Eligibility: Ag Homestead classification	
First \$115,000 Ag MV	0.3%
Ag MV over \$115,000	0.1%
Maximum Ag Credit Allowed	\$490
(Max Ag Credit reached at \$260,000 Ag MV)	

## MKT VAL

## RATES

0.13950%	0.13950%
0.13950%	0.13950%
0.13950%	0.13950%
0.09921%	0.09921%
0.09921%	0.09921%
0.09921%	0.09921%
0.09921%	0.09921%
0.09921%	0.09921%
0.12545%	0.12545%
0.13026%	0.13026%
0.12508%	0.12508%
0.11319%	0.11319%
0.19544%	0.19544%
0.17952%	0.17952%

## NTC

## RATES

30.106%	30.106%
29.923%	29.923%
30.069%	30.069%
15.485%	15.485%
15.023%	15.023%
15.396%	15.396%
14.585%	14.585%
12.795%	12.795%
4.064%	4.064%
6.804%	6.804%
21.510%	21.510%
21.011%	21.011%
28.728%	28.728%

## TOWNSHIP RATES:

Bay lake Fire Dist 1	8.817%
Bay lake Fire Dist 2	9.216%
Center	16.355%
Crow Wing	27.222%
Daggett Brook	17.985%
Deerwood	20.032%
Fairfield	20.102%
Fort Ripley	12.503%
Gail Lake	9.158%
Garrison	21.668%
Ideal	10.237%
Irondale	45.041%
Jenkins	10.914%
Lake Edward	8.348%
Little Pine	28.996%
Long Lake	15.891%
Maple Grove	9.983%
Mission	17.743%
Nokay Lake	31.469%
Oak Lawn	18.022%
Pelican	12.079%
Perry Lake	11.879%
Platte Lake	16.608%
Rabbit Lake	27.099%
Roosevelt	18.020%
Ross Lake	10.925%
St. Mathias	23.985%
Timothy	6.443%
Wolford	16.632%
Unorganized - Dean lake	34.236%
Unorganized - 1st Assmt	11.785%

## COMPONENTS OF TOTAL RATES EXAMPLE:

City of Brainerd general =  
31.955% + 80.130% + 29.923% + 0.132% + 1.713% = 143.853%

## TOTAL RATES BY DISTRICT ON REVERSE SIDE

# City of Manhattan Beach

## Budget Report

100: General Fund

12/4/2018

### Disbursements

General Government(41001)	
Office Supplies: Accessories (staplers, pencil sharpeners, etc.)(201)	\$75.00
Office Supplies: Duplicating and Copying Supplies(202)	\$300.00
Office Supplies: Printed Forms and Paper(203)	\$75.00
Office Supplies: Envelopes and Letterheads(204)	\$25.00
Office Supplies: Office Equipment & Furnishings(206)	\$2,000.00
Operating Supplies: Cleaning Supplies(211)	\$150.00
Professional Services: Recording Fees(308)	\$145.00
Communications: Internet(321)	\$500.00
Communications: Postage(322)	\$150.00
Printing and Binding: Legal Notices Publishing(351)	\$500.00
Insurance: General Liability(361)	\$2,000.00
Repairs and Maintenance - Contractual: Improvements Other Than Buildings(403)	\$350.00
Lawn Care (405)	\$700.00
Council/Town Board(41110)	
Wages and Salaries: Part-time Employees(103)	\$6,180.00
Worker's Compensation: Insurance Premiums(151)	\$200.00
Employee Paid: Federal Income Tax(171)	\$1,500.00
Training(437)	\$300.00
Clerk(41425)	
Wages and Salaries: Part-time Employees(103)	\$7,500.00
Employee Paid: Federal Income Tax(171)	\$1,150.00
Training(437)	\$150.00
Refunds and Reimbursements(810)	\$200.00
Accounting(41530)	
Professional Services: Auditing and Accounting Services(301)	\$5,000.00
City/Town Attorney(41610)	
Professional Services: Legal Fees(304)	\$7,500.00
Planning and Zoning(41910)	
Wages and Salaries: Part-time Employees(103)	\$6,000.00
Contractual(106)	\$1,500.00
Training(437)	\$300.00
General Government Buildings and Plant(41940)	
Communications: Internet(321)	\$850.00
Utility Services: Electric Utilities(381)	\$2,200.00
Utility Services: Refuse Disposal(384)	\$250.00
Repairs and Maintenance - Contractual: Buildings(401)	\$250.00
Fire Fighting(42220)	
Fire Contract(310)	\$12,000.00
<b>Disbursements Total</b>	<b>\$60,000.00</b>

**City of Manhattan Beach**  
**Budget Report**

**100: General Fund**

**12/4/2018**

**Receipts**

General Property Taxes (31001 through 31299)(31001)	\$70,000.00
Building Permits (Excludes surcharge)(32210)	\$1,000.00
<b>Receipts Total</b>	<b>\$71,000.00</b>

01/01/2018 To 12/31/2018

**Fund Name:** General Fund **Budget** \$2,464.00  
**Account Number:** 100-41001-201  
**Account Name:** General Government  
**Object Code Name:** Office Supplies: Accessories (staplers, pencil sharpeners, etc.)

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$2,464.00
6/5/2018	Marlene Yurek	3157	\$95.62	\$95.62	\$2,368.38

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-202  
**Account Name:** General Government  
**Object Code Name:** Office Supplies: Duplicating and Copying Supplies

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
5/11/2018	The Office Shop	3151	\$19.41	\$19.41	(\$19.41)
8/7/2018	Kevin Larson	3183*	\$1,409.99	\$1,429.40	(\$1,429.40)
8/7/2018	The Office Shop	3178	\$17.67	\$1,447.07	(\$1,447.07)
11/7/2018	The Office Shop	3201	\$18.51	\$1,465.58	(\$1,465.58)
12/4/2018	The Office Shop	3212	\$37.49	\$1,503.07	(\$1,503.07)

**Fund Name:** General Fund **Budget** \$2,000.00  
**Account Number:** 100-41001-206  
**Account Name:** General Government  
**Object Code Name:** Office Supplies: Office Equipment & Furnishings

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$2,000.00
2/7/2018	The Office Shop	3122*	\$1,214.01	\$1,214.01	\$785.99
3/6/2018	Office Depot	0235 Debit*	\$85.89	\$1,299.90	\$700.10
4/3/2018	Frandsen Bank	3137	\$45.00	\$1,344.90	\$655.10
5/1/2018	Office Depot	DC4618	\$4.28	\$1,349.18	\$650.82
5/1/2018	Red River Flags	3143	\$33.00	\$1,382.18	\$617.82
12/4/2018	Frandsen Bank	3211	\$45.00	\$1,427.18	\$572.82

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-211  
**Account Name:** General Government  
**Object Code Name:** Operating Supplies: Cleaning Supplies

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
5/1/2018	Office Depot	DC4918	\$40.77	\$40.77	(\$40.77)

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-216  
**Account Name:** General Government  
**Object Code Name:** Operating Supplies: Chemicals and Chemical Products

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
5/1/2018	Birchdale Fire & Security	3148	\$59.95	\$59.95	(\$59.95)

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-301  
**Account Name:** General Government  
**Object Code Name:** Professional Services: Auditing and Accounting Services

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
4/3/2018	Crow Wing County- Land Services	3138	\$15.00	\$15.00	(\$15.00)

01/01/2018 To 12/31/2018

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-304  
**Account Name:** General Government  
**Object Code Name:** Professional Services: Legal Fees

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
11/7/2018	League of Minnesota Cities	3200	\$396.00	\$396.00	(\$396.00)

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-308  
**Account Name:** General Government  
**Object Code Name:** Professional Services: Recording Fees

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
3/6/2018	Crow Wing County Recorder	3128	\$92.00	\$92.00	(\$92.00)

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-311  
**Account Name:** General Government  
**Object Code Name:** Professional Services: preservation

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
7/3/2018	Lakes Area Gallery and Frame Shoppe	3167	\$202.59	\$202.59	(\$202.59)

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-313  
**Account Name:** General Government  
**Object Code Name:** Professional Services: Planning Services

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
8/7/2018	On Target Solutions LLC	3180	\$1,000.00	\$1,000.00	(\$1,000.00)

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-321  
**Account Name:** General Government  
**Object Code Name:** Communications: Internet

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
2/7/2018	ECTC	3120*	\$1,120.00	\$1,120.00	(\$1,120.00)

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-322  
**Account Name:** General Government  
**Object Code Name:** Communications: Postage

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
1/24/2018	Post Master	3123voidDC	\$3.32	\$3.32	(\$3.32)
8/16/2018	Post Master	debit card	\$50.00	\$53.32	(\$53.32)

**Fund Name:** General Fund **Budget** \$800.00  
**Account Number:** 100-41001-351  
**Account Name:** General Government  
**Object Code Name:** Printing and Binding: Legal Notices Publishing

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$800.00
7/3/2018	Northland Press	3163	\$38.25	\$38.25	\$761.75
8/7/2018	Northland Press	3172	\$55.25	\$93.50	\$706.50
9/4/2018	Northland Press	3185	\$59.50	\$153.00	\$647.00
10/2/2018	Northland Press	3192	\$38.00	\$191.00	\$609.00
11/7/2018	Northland Press	3199	\$38.25	\$229.25	\$570.75
12/4/2018	Northland Press	3213	\$80.75	\$310.00	\$490.00

01/01/2018 To 12/31/2018

**Fund Name:** General Fund **Budget** \$2,000.00  
**Account Number:** 100-41001-361  
**Account Name:** General Government  
**Object Code Name:** Insurance: General Liability

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$2,000.00
11/7/2018	LMC Insurance Trust P&C	3197	\$1,200.00	\$1,200.00	\$800.00

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-403  
**Account Name:** General Government  
**Object Code Name:** Repairs and Maintenance - Contractual: Improvements Other Than Buildings

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
7/3/2018	Crow Wing SWCD	3166	\$270.00	\$270.00	(\$270.00)

**Fund Name:** General Fund **Budget** \$456.00  
**Account Number:** 100-41001-405  
**Account Name:** General Government  
**Object Code Name:** Lawn Care

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$456.00
8/7/2018	Nicks Lawn Service, INC.	3175	\$214.76	\$214.76	\$241.24
9/4/2018	Nicks Lawn Service, INC.	3184	\$161.06	\$375.82	\$80.18
11/7/2018	Nicks Lawn Service, INC.	3195	\$107.38	\$483.20	(\$27.20)
12/4/2018	Nicks Lawn Service, INC.	3207	\$107.38	\$590.58	(\$134.58)

**Fund Name:** General Fund **Budget** \$300.00  
**Account Number:** 100-41001-437  
**Account Name:** General Government  
**Object Code Name:** Training

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$300.00
3/6/2018	ECTC	3129	\$240.00	\$240.00	\$60.00

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41001-490  
**Account Name:** General Government  
**Object Code Name:** Miscellaneous: Donations to Civic Organizations (Bands, etc.)

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
8/7/2018	Initiative Foundation	3179	\$100.00	\$100.00	(\$100.00)

**Fund Name:** General Fund **Budget** \$6,180.00  
**Account Number:** 100-41110-103  
**Account Name:** Council/Town Board  
**Object Code Name:** Wages and Salaries: Part-time Employees

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$6,180.00
12/4/2018	Payroll Period Ending 12/04/2018	3214	\$909.65	\$909.65	\$5,270.35
12/4/2018	Payroll Period Ending 12/04/2018	3222	\$794.21	\$1,703.86	\$4,476.14
12/4/2018	Payroll Period Ending 12/04/2018	3215	\$3,647.82	\$5,351.68	\$828.32
12/4/2018	Payroll Period Ending 12/04/2018	3216	\$909.65	\$6,261.33	(\$81.33)

01/01/2018 To 12/31/2018

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41110-151  
**Account Name:** Council/Town Board  
**Object Code Name:** Worker's Compensation: Insurance Premiums

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
6/5/2018	LMCIT WC c/o Berkley Risk Admins.Co	3155	\$200.00	\$200.00	(\$200.00)

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41110-171  
**Account Name:** Council/Town Board  
**Object Code Name:** Employee Paid: Federal Income Tax

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
1/24/2018	Department of the Treasury	3115	\$1,297.44	\$1,297.44	(\$1,297.44)

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41420-206  
**Account Name:** Recording and Reporting  
**Object Code Name:** Office Supplies: Office Equipment & Furnishings

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
9/15/2018	Best Buy	91218debit	\$280.22	\$280.22	(\$280.22)

**Fund Name:** General Fund **Budget** \$7,500.00  
**Account Number:** 100-41425-103  
**Account Name:** Clerk  
**Object Code Name:** Wages and Salaries: Part-time Employees

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$7,500.00
1/2/2018	Payroll Period Ending 01/02/2018	3113	\$577.19	\$577.19	\$6,922.81
2/7/2018	Payroll Period Ending 01/31/2018	3124	\$577.19	\$1,154.38	\$6,345.62
3/6/2018	Payroll Period Ending 03/06/2018	3132	\$577.19	\$1,731.57	\$5,768.43
4/3/2018	Payroll Period Ending 04/03/2018	3141	\$577.19	\$2,308.76	\$5,191.24
5/1/2018	Payroll Period Ending 05/01/2018	3150	\$577.19	\$2,885.95	\$4,614.05
6/5/2018	Payroll Period Ending 06/05/2018	3158	\$577.19	\$3,463.14	\$4,036.86
7/3/2018	Payroll Period Ending 07/03/2018	3169	\$577.19	\$4,040.33	\$3,459.67
8/7/2018	Payroll Period Ending 08/07/2018	3181	\$577.19	\$4,617.52	\$2,882.48
9/4/2018	Payroll Period Ending 09/04/2018	3187	\$577.19	\$5,194.71	\$2,305.29
10/2/2018	Payroll Period Ending 10/02/2018	3194	\$577.19	\$5,771.90	\$1,728.10
11/7/2018	Payroll Period Ending 11/07/2018	3204	\$577.19	\$6,349.09	\$1,150.91
12/4/2018	Payroll Period Ending 12/04/2018	3220	\$688.14	\$7,037.23	\$462.77

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41425-171  
**Account Name:** Clerk  
**Object Code Name:** Employee Paid: Federal Income Tax

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
5/1/2018	Department of the Treasury	DC43018	\$286.88	\$286.88	(\$286.88)
8/7/2018	Department of the Treasury	73118DC	\$286.88	\$573.76	(\$573.76)
11/7/2018	Department of the Treasury	110118Auto	\$286.88	\$860.64	(\$860.64)

01/01/2018 To 12/31/2018

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41425-810  
**Account Name:** Clerk  
**Object Code Name:** Refunds and Reimbursements

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
2/7/2018	Amy Wannebo	3118	\$120.48	\$120.48	(\$120.48)
7/3/2018	Amy Wannebo	3168	\$31.03	\$151.51	(\$151.51)

**Fund Name:** General Fund **Budget** \$5,000.00  
**Account Number:** 100-41530-301  
**Account Name:** Accounting  
**Object Code Name:** Professional Services: Auditing and Accounting Services

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$5,000.00

**Fund Name:** General Fund **Budget** \$7,500.00  
**Account Number:** 100-41610-304  
**Account Name:** City/Town Attorney  
**Object Code Name:** Professional Services: Legal Fees

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$7,500.00
2/7/2018	Ryan, Brucker & Kalis, Ltd.	3117	\$2,606.00	\$2,606.00	\$4,894.00
3/6/2018	Ryan, Brucker & Kalis, Ltd.	3131	\$48.75	\$2,654.75	\$4,845.25
5/1/2018	Ryan, Brucker & Kalis, Ltd.	3144	\$97.50	\$2,752.25	\$4,747.75
6/5/2018	Ryan, Brucker & Kalis, Ltd.	3154	\$1,308.20	\$4,060.45	\$3,439.55
7/3/2018	Ryan, Brucker & Kalis, Ltd.	3162	\$195.00	\$4,255.45	\$3,244.55
8/7/2018	Ryan, Brucker & Kalis, Ltd.	3173	\$1,699.30	\$5,954.75	\$1,545.25
9/15/2018	Ryan, Brucker & Kalis, Ltd.	3188	\$97.50	\$6,052.25	\$1,447.75
11/7/2018	Ryan, Brucker & Kalis, Ltd.	3196	\$243.75	\$6,296.00	\$1,204.00

**Fund Name:** General Fund **Budget** \$6,000.00  
**Account Number:** 100-41910-103  
**Account Name:** Planning and Zoning  
**Object Code Name:** Wages and Salaries: Part-time Employees

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$6,000.00
12/4/2018	Payroll Period Ending 12/04/2018	3218	\$277.05	\$277.05	\$5,722.95
12/4/2018	Payroll Period Ending 12/04/2018	3217	\$92.35	\$369.40	\$5,630.60
12/4/2018	Payroll Period Ending 12/04/2018	3221	\$207.79	\$577.19	\$5,422.81
12/4/2018	Payroll Period Ending 12/04/2018	3219	\$69.26	\$646.45	\$5,353.55
12/4/2018	Payroll Period Ending 12/04/2018	3223	\$207.79	\$854.24	\$5,145.76

01/01/2018 To 12/31/2018

**Fund Name:** General Fund  
**Account Number:** 100-41910-106  
**Account Name:** Planning and Zoning  
**Object Code Name:** Contractual

**Budget** \$0.00

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
3/6/2018	National Joint Powers Alliance	3126	\$50.00	\$50.00	(\$50.00)
4/3/2018	National Joint Powers Alliance	3136	\$25.00	\$75.00	(\$75.00)
5/1/2018	National Joint Powers Alliance	3147	\$25.00	\$100.00	(\$100.00)
6/5/2018	National Joint Powers Alliance	3153	\$25.00	\$125.00	(\$125.00)
7/3/2018	Sourcewell Formerly NJPA	3165	\$50.00	\$175.00	(\$175.00)
8/7/2018	Sourcewell Formerly NJPA	3171	\$200.00	\$375.00	(\$375.00)
9/4/2018	Sourcewell Formerly NJPA	3186	\$200.00	\$575.00	(\$575.00)
10/2/2018	Sourcewell Formerly NJPA	3191	\$237.50	\$812.50	(\$812.50)
10/2/2018	Tri-County Septic Inspection	3193	\$150.00	\$962.50	(\$962.50)
11/7/2018	Sourcewell Formerly NJPA	3202	\$37.50	\$1,000.00	(\$1,000.00)
12/4/2018	Sourcewell Formerly NJPA	3208	\$100.00	\$1,100.00	(\$1,100.00)
12/4/2018	Tri-County Septic Inspection	3210	\$150.00	\$1,250.00	(\$1,250.00)

**Fund Name:** General Fund  
**Account Number:** 100-41910-437  
**Account Name:** Planning and Zoning  
**Object Code Name:** Training

**Budget** \$300.00

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$300.00

**Fund Name:** General Fund  
**Account Number:** 100-41940-321  
**Account Name:** General Government Buildings and Plant  
**Object Code Name:** Communications: Internet

**Budget** \$818.00

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$818.00
1/2/2018	Crosslake Communications	3112	\$68.18	\$68.18	\$749.82
2/7/2018	Crosslake Communications	3116	\$73.84	\$142.02	\$675.98
3/6/2018	Crosslake Communications	3130	\$72.13	\$214.15	\$603.85
4/3/2018	Crosslake Communications	3139	\$72.13	\$286.28	\$531.72
6/5/2018	Crosslake Communications	3152	\$145.34	\$431.62	\$386.38
7/3/2018	Crosslake Communications	3160	\$72.13	\$503.75	\$314.25
8/7/2018	Crosslake Communications	3177	\$72.13	\$575.88	\$242.12
9/4/2018	Crosslake Communications	3182	\$72.13	\$648.01	\$169.99
10/2/2018	Crosslake Communications	3190	\$72.13	\$720.14	\$97.86
11/7/2018	Crosslake Communications	3206	\$72.13	\$792.27	\$25.73

01/01/2018 To 12/31/2018

**Fund Name:** General Fund **Budget** \$2,182.00  
**Account Number:** 100-41940-381  
**Account Name:** General Government Buildings and Plant  
**Object Code Name:** Utility Services: Electric Utilities

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$2,182.00
1/8/2018	Crow Wing Power	3114	\$224.00	\$224.00	\$1,958.00
2/12/2018	Crow Wing Power	3125	\$248.00	\$472.00	\$1,710.00
3/15/2018	Crow Wing Power	3133	\$234.00	\$706.00	\$1,476.00
4/5/2018	Crow Wing Power	3142	\$171.00	\$877.00	\$1,305.00
5/11/2018	Crow Wing Power	3149	\$172.00	\$1,049.00	\$1,133.00
6/14/2018	Crow Wing Power	3159	\$99.00	\$1,148.00	\$1,034.00
7/20/2018	Crow Wing Power	3170	\$170.00	\$1,318.00	\$864.00
10/9/2018	Crow Wing Power	3189	\$47.00	\$1,365.00	\$817.00
11/8/2018	Crow Wing Power	3205	\$118.00	\$1,483.00	\$699.00

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41940-384  
**Account Name:** General Government Buildings and Plant  
**Object Code Name:** Utility Services: Refuse Disposal

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
2/7/2018	Pequot Lakes Sanitation	3119	\$36.75	\$36.75	(\$36.75)
4/3/2018	Pequot Lakes Sanitation	3140	\$36.75	\$73.50	(\$73.50)
7/3/2018	Pequot Lakes Sanitation	3164	\$107.27	\$180.77	(\$180.77)
11/7/2018	Pequot Lakes Sanitation	3203	\$36.75	\$217.52	(\$217.52)

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-41940-401  
**Account Name:** General Government Buildings and Plant  
**Object Code Name:** Repairs and Maintenance - Contractual: Buildings

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
5/1/2018	Adam's Pest Control, INC. -Nisswa	3146	\$106.30	\$106.30	(\$106.30)
11/7/2018	Adam's Pest Control, INC. -Nisswa	3198	\$106.30	\$212.60	(\$212.60)

**Fund Name:** General Fund **Budget** \$14,500.00  
**Account Number:** 100-42220-310  
**Account Name:** Fire Fighting  
**Object Code Name:** Fire Contract

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
	Budget				\$14,500.00
4/3/2018	City of Crosslake	3134	\$10,208.52	\$10,208.52	\$4,291.48

**Fund Name:** General Fund **Budget** \$0.00  
**Account Number:** 100-49360-720  
**Account Name:** Transfer To Governmental Fund  
**Object Code Name:** Interfund Transfers

<u>Date</u>	<u>Description</u>	<u>Check Number</u>	<u>Amount Paid</u>	<u>Year To Date Paid</u>	<u>Budget Balance</u>
8/28/2018	Building Fund	082818	\$5,000.00	\$5,000.00	(\$5,000.00)
8/28/2018	Road Fund	082818Dc	\$5,000.00	\$10,000.00	(\$10,000.00)

01/01/2018 To 12/31/2018

General Fund Totals

Total Payments for the Year	\$56,118.60
Total Budget	\$58,000.00
(-) Over / Under Budget	\$1,881.40

Actual Budget  
\$60,000 -

Budget  
Balance  
\$3,881.40

01/01/2018 To 12/31/2018

**Fund Name:** Road and Bridge **Budget** \$0.00  
**Account Number:** 201-43121-221  
**Account Name:** Paved Streets  
**Object Code Name:** Repair and Maintenance Supplies: Equipment Parts

Date	Description	Check Number	Amount Paid	Year To Date Paid	Budget Balance
1/2/2018	Radarsign, LLC	3111	\$7,198.00	\$7,198.00	(\$7,198.00)

**Fund Name:** Road and Bridge **Budget** \$0.00  
**Account Number:** 201-43121-312  
**Account Name:** Paved Streets  
**Object Code Name:** Equipment Installation

Date	Description	Check Number	Amount Paid	Year To Date Paid	Budget Balance
8/7/2018	CWC Highway Department	3176	\$346.20	\$346.20	(\$346.20)

**Fund Name:** Road and Bridge **Budget** \$0.00  
**Account Number:** 201-43122-224  
**Account Name:** Unpaved Streets  
**Object Code Name:** Repair and Maintenance Supplies: Street Maintenance Materials

Date	Description	Check Number	Amount Paid	Year To Date Paid	Budget Balance
6/5/2018	Crosslake Lutheran Youth Group	3156	\$300.00	\$300.00	(\$300.00)

**Fund Name:** Road and Bridge **Budget** \$0.00  
**Account Number:** 201-43122-304  
**Account Name:** Unpaved Streets  
**Object Code Name:** Professional Services: Legal Fees

Date	Description	Check Number	Amount Paid	Year To Date Paid	Budget Balance
3/6/2018	Crow Wing County Abstract Co., Inc.	3127	\$500.00	\$500.00	(\$500.00)

**Fund Name:** Road and Bridge **Budget** \$0.00  
**Account Number:** 201-43122-403  
**Account Name:** Unpaved Streets  
**Object Code Name:** Repairs and Maintenance - Contractual: Improvements Other Than Buildings

Date	Description	Check Number	Amount Paid	Year To Date Paid	Budget Balance
7/3/2018	Wannebo Excavating	3161	\$40.00	\$40.00	(\$40.00)
8/7/2018	Wannebo Excavating	3174	\$50.00	\$90.00	(\$90.00)

**Fund Name:** Road and Bridge **Budget** \$2,000.00  
**Account Number:** 201-43125-403  
**Account Name:** Ice and Snow Removal  
**Object Code Name:** Repairs and Maintenance - Contractual: Improvements Other Than Buildings

Date	Description	Check Number	Amount Paid	Year To Date Paid	Budget Balance
	Budget				\$2,000.00
1/2/2018	Hanson Property Services LLC	3110	\$216.00	\$216.00	\$1,784.00
2/7/2018	Hanson Property Services LLC	3121*	\$324.00	\$540.00	\$1,460.00
4/3/2018	Hanson Property Services LLC	3135	\$540.00	\$1,080.00	\$920.00
5/1/2018	Hanson Property Services LLC	3145	\$216.00	\$1,296.00	\$704.00
12/4/2018	City of Fifty Lakes	3209	\$500.00	\$1,796.00	\$204.00

**Road and Bridge Totals**

Total Payments for the Year

Total Budget

(-) Over / Under Budget

Actual Budget

\$5,000

+ 4119 Sm. Cities

3 89119 - 350 fines

Page 9 of 9

\$10,230.20

89469

\$2,000.00

(\$8,230.20)

761.20

over

## Amy Wannebo

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**From:** Paul Allen <paulphr@crosslake.net>  
**Sent:** Monday, December 3, 2018 7:09 PM  
**To:** Amy Wannebo  
**Subject:** Fw: Satchell and Goldenstein

Amy, add this to council info.

Thanks

Paul

----- Original Message -----

**From:** Pat Trottier  
**To:** 'Andrew Kalis' ; 'Paul Allen'  
**Sent:** Monday, December 03, 2018 4:50 PM  
**Subject:** RE: Satchell and Goldenstein

Andrew,

Legals will be ready within 24 hours of request. I do have a rough draft written, which has not gone through our internal review process. It is set up as one complete legal for each road – but can be broken down into individual landowner components if desired. It is not set up to describe the rights being granted – just the raw land descriptions for insert into your documents.

Pat

Patrick Trottier, PLS  
Stonemark Land Surveying, Inc.  
30206 Rasmussen Rd, Suite 1  
PO Box 874  
Pequot Lakes, MN 56472

Office Phone (218) 568-4940  
Mobile Phone (218) 821-9026

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**From:** Andrew Kalis [mailto:andrewk@rbklaw.net]  
**Sent:** Monday, December 03, 2018 4:17 PM  
**To:** Pat Trottier; 'Paul Allen'  
**Subject:** RE: Satchell and Goldenstein

Thank you, Pat. We'll review this tomorrow at the City Council meeting. How quickly would you be able to have legal descriptions for each of the landowners, if this is all accepted by the City Council?

Andy

Andrew B. Kalis  
Ryan, Brucker & Kalis, Ltd.

201 Minnesota Avenue N.  
P.O. Box 388  
Aitkin, MN 56431  
Telephone (218) 927-2136  
Facsimile (218) 927-6114

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**From:** Pat Trottier [<mailto:pat@stonemarksurvey.com>]  
**Sent:** Monday, December 03, 2018 3:58 PM  
**To:** Andrew Kalis <[andrewk@rbklaw.net](mailto:andrewk@rbklaw.net)>; 'Paul Allen' <[paulphr@crosslake.net](mailto:paulphr@crosslake.net)>  
**Subject:** Satchell and Goldenstein

Attached are the two roadways as mapped, and my proposed easement areas in shaded grey. Subject to change per your comments upon review, of course.

Goldenstein: 66 foot total width. 33' is already owned by City and is unshaded. Balance of 33' feet to east proposed. With a northerly 33 foot extension into Goldenstein and Wannebo properties to ensure access for their tracts.

Satchell: 66 foot width for majority of road. Northerly 100 feet expanded to 50' width to catch existing driveways and provide full access to Bronce and Radintz tracts. Lower southeast portion of Satchell Road is dedicated by plat, would not be part of a new easement description and is unshaded.

I have land descriptions ready – I will hold off until you have a chance to review these drawings for comment.

Thanks,  
Pat

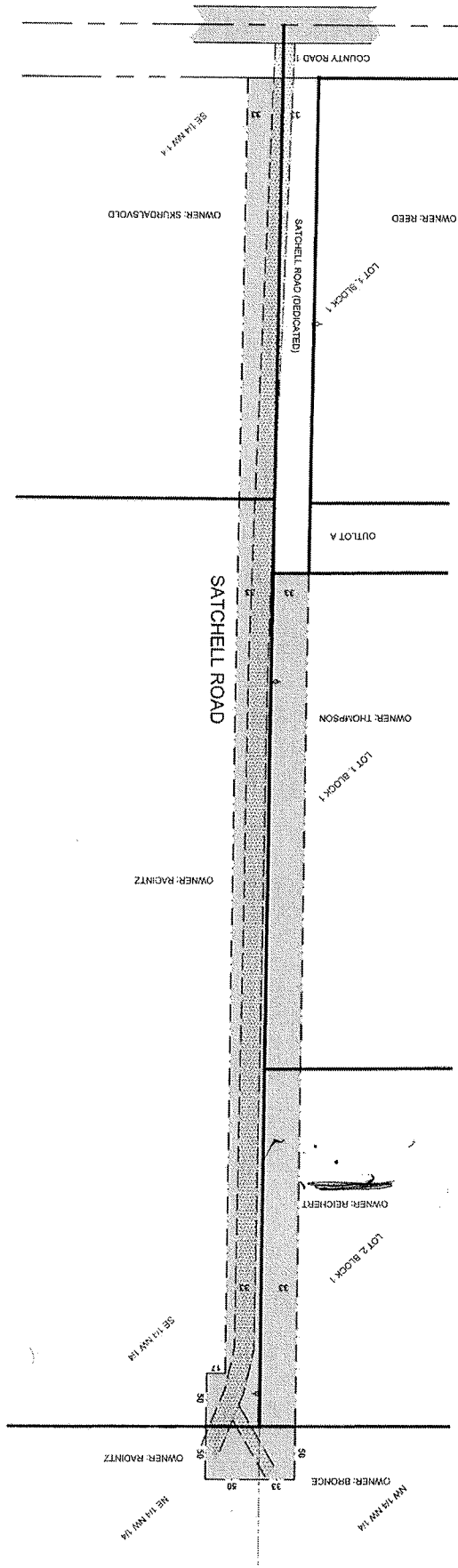
Patrick Trottier, PLS  
Stonemark Land Surveying, Inc.  
30206 Rasmussen Rd, Suite 1  
PO Box 874  
Pequot Lakes, MN 56472

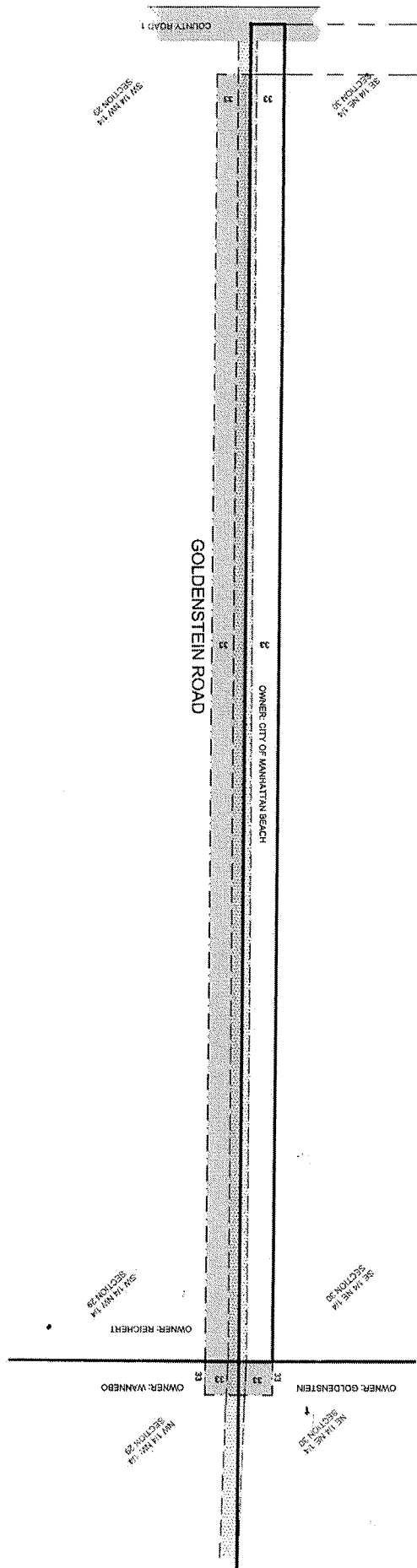
Office Phone (218) 568-4940  
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**From:** Stonemark Land Survey [<mailto:cindy@stonemarksurvey.com>]  
**Sent:** Monday, December 03, 2018 3:50 PM  
**To:** pat  
**Subject:** Attached Image





## Amy Wannebo

---

**From:** Paul Allen <paulphr@crosslake.net>  
**Sent:** Tuesday, December 4, 2018 4:19 PM  
**To:** Amy Wannebo  
**Subject:** Fw: Satchell and Goldenstein

----- Original Message -----

**From:** Andrew Kalis  
**To:** Pat Trottier ; 'Paul Allen'  
**Sent:** Tuesday, December 04, 2018 8:25 AM  
**Subject:** RE: Satchell and Goldenstein

I think that we'll need it broken down to individual owners, as each of them will have to convey their interest in the parts they own to create the easements. I'll go through it with the City Council tonight.

Andy

Andrew B. Kalis  
Ryan, Brucker & Kalis, Ltd.  
201 Minnesota Avenue N.  
P.O. Box 388  
Aitkin, MN 56431  
Telephone (218) 927-2136  
Facsimile (218) 927-6114

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**From:** Pat Trottier [mailto:pat@stonemarksurvey.com]  
**Sent:** Monday, December 03, 2018 4:51 PM  
**To:** Andrew Kalis <andrewk@rbklaw.net>; 'Paul Allen' <paulphr@crosslake.net>  
**Subject:** RE: Satchell and Goldenstein

Andrew,

Legals will be ready within 24 hours of request. I do have a rough draft written, which has not gone through our internal review process. It is set up as one complete legal for each road – but can be broken down into individual landowner components if desired. It is not set up to describe the rights being granted – just the raw land descriptions for insert into your documents.

Pat

Patrick Trottier, PLS  
Stonemark Land Surveying, Inc.

30206 Rasmussen Rd, Suite 1  
PO Box 874  
Pequot Lakes, MN 56472

Office Phone (218) 568-4940  
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**From:** Andrew Kalis [<mailto:andrewk@rbklaw.net>]  
**Sent:** Monday, December 03, 2018 4:17 PM  
**To:** Pat Trottier; 'Paul Allen'  
**Subject:** RE: Satchell and Goldenstein

Thank you, Pat. We'll review this tomorrow at the City Council meeting. How quickly would you be able to have legal descriptions for each of the landowners, if this is all accepted by the City Council?

Andy

Andrew B. Kalis  
Ryan, Brucker & Kalis, Ltd.  
201 Minnesota Avenue N.  
P.O. Box 388  
Aitkin, MN 56431  
Telephone (218) 927-2136  
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**From:** Pat Trottier [<mailto:pat@stonemarksurvey.com>]  
**Sent:** Monday, December 03, 2018 3:58 PM  
**To:** Andrew Kalis <[andrewk@rbklaw.net](mailto:andrewk@rbklaw.net)>; 'Paul Allen' <[paulphr@crosslake.net](mailto:paulphr@crosslake.net)>  
**Subject:** Satchell and Goldenstein

Attached are the two roadways as mapped, and my proposed easement areas in shaded grey. Subject to change per your comments upon review, of course.

Goldenstein: 66 foot total width. 33' is already owned by City and is unshaded. Balance of 33' feet to east proposed. With a northerly 33 foot extension into Goldenstein and Wannebo properties to ensure access for their tracts.

Satchell: 66 foot width for majority of road. Northerly 100 feet expanded to 50' width to catch existing driveways and provide full access to Bronce and Radintz tracts. Lower southeast portion of Satchell Road is dedicated by plat, would not be part of a new easement description and is unshaded.

"I have land descriptions ready – I will hold off until you have a chance to review these drawings for comment.

Thanks,  
Pat

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**From:** Stonemark Land Survey [<mailto:cindy@stonemarksurvey.com>]  
**Sent:** Monday, December 03, 2018 3:50 PM  
**To:** pat  
**Subject:** Attached Image

## Amy Wannebo

---

**From:** Paul Allen <paulphr@crosslake.net>  
**Sent:** Tuesday, December 4, 2018 4:20 PM  
**To:** Amy Wannebo  
**Subject:** Fw:

----- Original Message -----

**From:** Pat Trottier  
**To:** 'Andrew Kalis' ; 'Paul Allen'  
**Sent:** Tuesday, December 04, 2018 1:11 PM  
**Subject:** RE:

Andrew,

Whatever works for your legal document is fine with me. The descriptions are basically a series of offset distances, e.g. "the west 33.00 feet of xxx" AND "the north 33.00 feet of the east 33.00 feet of xxx", etc. and can be set up as individual parcels quite easily.

Let me know how the meeting goes – perhaps that will drive the final shape of the documents?

Pat

Patrick Trottier, PLS  
Stonemark Land Surveying, Inc.  
30206 Rasmussen Rd, Suite 1  
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**From:** Andrew Kalis [mailto:andrewk@rbklaw.net]  
**Sent:** Tuesday, December 04, 2018 12:43 PM  
**To:** Pat Trottier; 'Paul Allen'  
**Subject:**

Pat:

In thinking about this, I suppose it may not be necessary to do a separate legal for each owner. We'll just do a quitclaim deed of easement and that would handle everything.

Thank you for your work. I will discuss with the City Council tonight.

Andy

Andrew B. Kalis  
Ryan, Brucker & Kalis, Ltd.  
201 Minnesota Avenue N.  
P.O. Box 388  
Aitkin, MN 56431  
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## Amy Wannebo

---

**From:** Paul Allen <paulphr@crosslake.net>  
**Sent:** Wednesday, November 28, 2018 10:46 PM  
**To:** Amy Wannebo  
**Subject:** Fw: Survey  
**Attachments:** Satchell and Goldenstein.pdf; MANHATTAN PINES.pdf

Email for council packet.

Paul

----- Original Message -----

**From:** Pat Trottier  
**To:** 'Paul Allen'  
**Cc:** 'Andrew Kalis'  
**Sent:** Wednesday, November 28, 2018 1:47 PM  
**Subject:** RE: Survey

Gentlemen,

Please see attached sketches for my comments. At this point, I have handdrawn my notes. I will make a professional drawing of one or both as needed upon your review.

### SATCHELL ROAD

- Portion of roadway is dedicated to public in plat of MANHATTAN PINES, shown in red
- Balance of Satchell Road (66' wide total) described in ingress/egress/roadway/utility easement to city of MB by Fuhrer recorded June 2004, before the recording of the plat of MANHATTAN PINES, and is referenced on said plat.
- Fuhrer was the landowner of the west 33 feet of SW 1/4 NW ¼ at the time. For the east 33 feet of the 66 foot strip, Wannebo granted to Fuhrer an easement for ingress and egress purposes only in Feb 2004. Fuhrer then granted the ingress/egress/roadway/utility easement as referenced above.
- My questions for Andrew: Is Fuhrer's east portion of easement deeded to city legit? The two issues I see are A) can Fuhrer grant the easement based only on his rights as easement holder? - and B) Can Fuhrer add the additional rights of "roadway and utilities" to the easement he received for only ingress and egress?
- Last point, northernmost point of physical roadway leaves the 66' strip and may need to be described additionally.

### GOLDENSTEIN ROAD

- City owns outright a 33' strip – only a portion of physical roadway lies in the strip.
- Immediately adjacent to strip, a 33' private easement for purposes of ingress/egress/utilities was granted by Shetka to Miller and Wannebo in deed 747842 in May 2008. This strip contains the balance of the physical roadway.
- I would think an easement is needed for the 33' strip to the east of the MB city-owned strip. I will start to prepare a sketch and description for that task.

Comments requested. We will turn around these drawings quickly once plan is in place.

Thanks for your patience!,

Pat

Patrick Trottier, PLS  
Stonemark Land Surveying, Inc.

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**From:** Paul Allen [mailto:paulphr@crosslake.net]  
**Sent:** Monday, November 26, 2018 9:42 AM  
**To:** Pat Trottier  
**Cc:** Andrew Kalis  
**Subject:** Survey

Pat,  
It is has been almost a year since the City of Manhattan Beach contracted your company for the survey of the Satchell Road and Goldenstien Road. Our attorney has requested a response to when we can expect this to be completed. We prepaid for your services last year in Dec. 2017 and expected results before now. Our city attorney was told that the survey was to be completed a few weeks ago and we have not heard from you. Our attorney placed a call into your office, but no reply. We have property owners ready and willing to complete the legal aspect for these roads. It is important that we have a response from you within a week, since we have our last council meeting for the year Dec.4, 2018.

Respectfully submitted,  
Mayor Paul Allen

COUNTY ROAD 1

GOLDENSTEIN ROAD  
(18' gravel physical roadway)

33' strip  
owned by  
city of M.B.

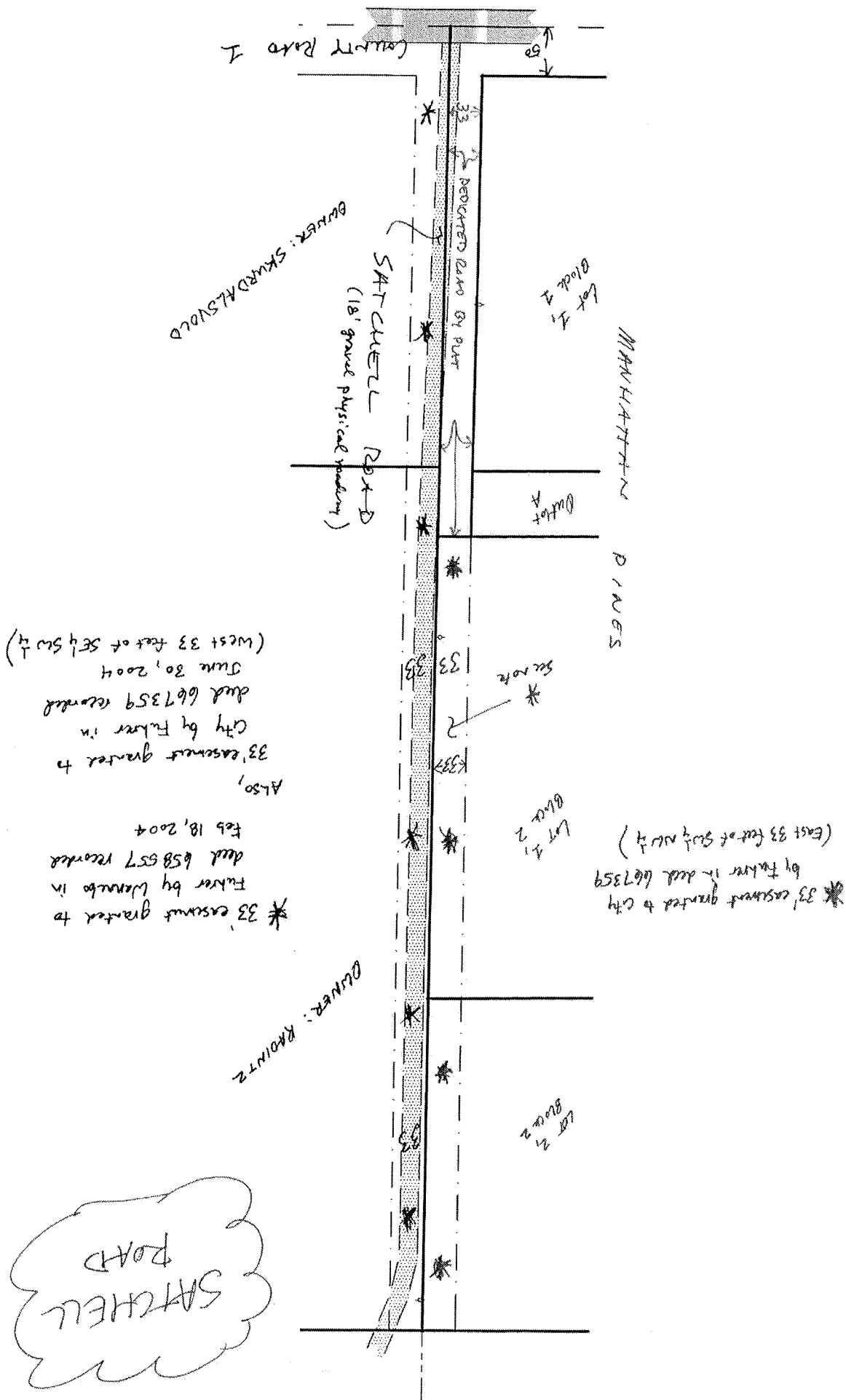
33 feet with easement granted  
to ~~Shetka~~ ~~Shetka~~ & Wamuko by  
May 14, 2008  
appears to be a private easement

OWNER: CITY OF MOUNTAIN VIEW

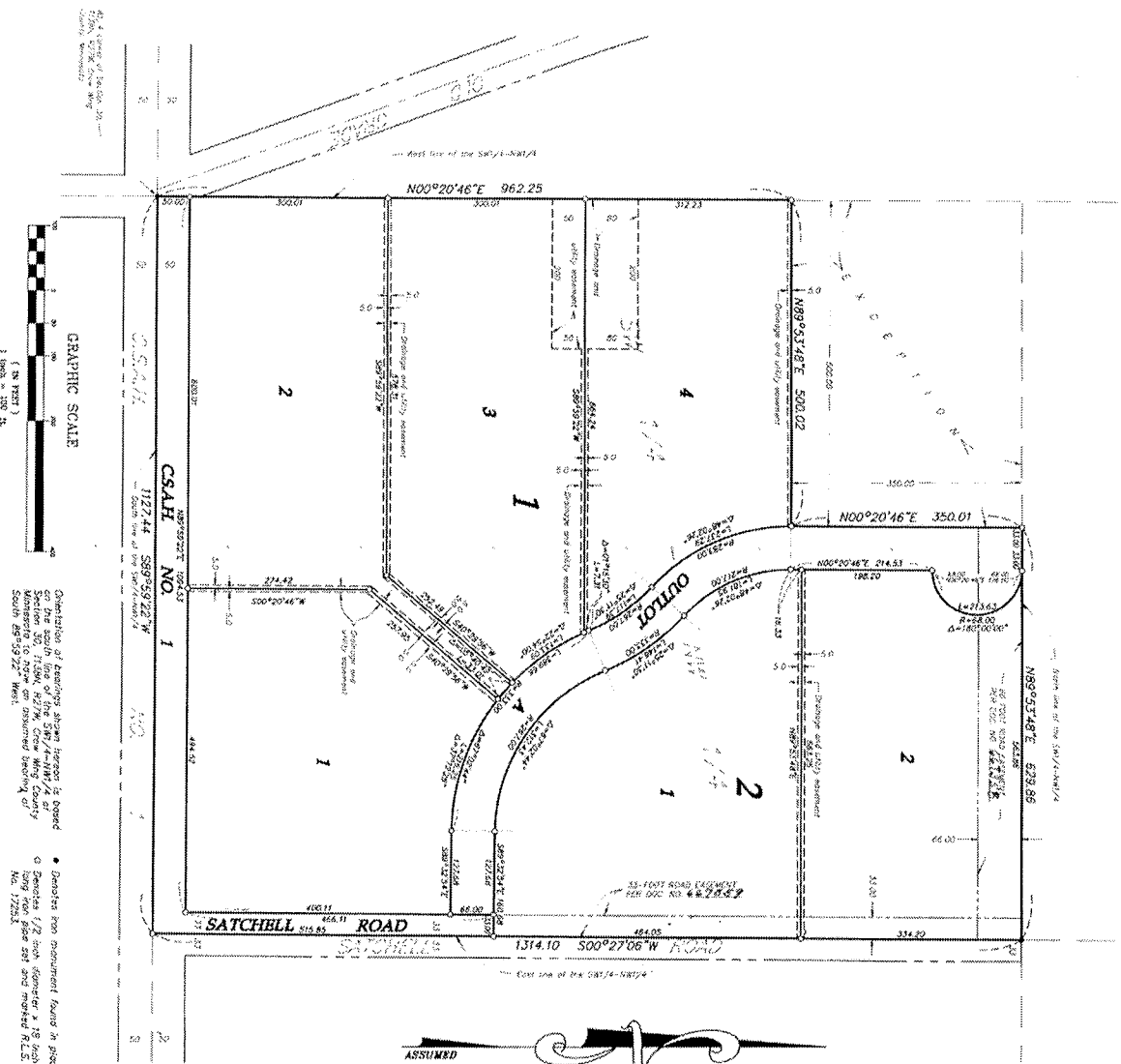
OWNER: CURTIS WAMUKO

OWNER: SHETKA

GOLDENSTEIN ROAD



# MANHATTAN PINES



KNOW ALL PERSONS BY THESE PRESENTS, That Jerry W. Fisher and Stewart L. Fisher, the owners of the following described property situated in Crow Wing County, Minnesota, to-wit:

The South-west Quarter of the Northwest Quarter of Section 36, Township 128 North, Range 27 West, Crow Wing County, Minnesota. Except the North 500.00 feet thereof. Subject to the right-of-way for C.S.A.H. No. 1, subject to easements, encroachments and reservations of record, if any. Subject to interest (reservation of record, if any).

Have caused the same to be surveyed and platted as MANHATTAN PINES and its forty sixteen and sixteen to the public for residence and utility purposes as shown on the plat and also declaring the interests as shown on the plat for residence and utility purposes.

To-wit: Jerry W. Fisher and Stewart L. Fisher, husband and wife, have hereby set their hands this 17th day of April, 2002.

*[Signatures of Jerry W. Fisher and Stewart L. Fisher]*

STATE OF MINNESOTA  
COUNTY OF \_\_\_\_\_  
\_\_\_\_\_

The foregoing instrument was acknowledged before me this 17th day of April, 2002, by Jerry W. Fisher and Stewart L. Fisher, husband and wife, who are known to me and who declare that they are the owners of the above described premises and that they are not under any legal disability.

*[Signature of Notary Public]*  
My Commission Expires 1-31-2005

MANHATTAN PINES was approved by the City Council for the City of Manhattan Beach, Minnesota this 17th day of April, 2002.

*[Signature of City Council Member]*  
City Clerk

1. Any easements, encroachments or other interests in the land shown on the plat and also declared the interests as shown on the plat for residence and utility purposes have been paid for the year prior to 2002.

*[Signature of Notary Public]*  
Notary Public, Crow Wing County, Minnesota

1. I, Stewart L. Fisher, Treasurer of Crow Wing County, Minnesota, do hereby certify that the same as the lands described herein have been paid for the year 2002.

*[Signature of Stewart L. Fisher]*  
Treasurer, Crow Wing County, Minnesota

1. I, Stewart L. Fisher, Treasurer of Crow Wing County, Minnesota, do hereby certify that the same as the lands described herein have been paid for the year 2002.

*[Signature of Stewart L. Fisher]*  
Treasurer, Crow Wing County, Minnesota