

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, SEPTEMBER 8 2025
6:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, September 8, 2025 in City Hall. The following Council Members were present: Mayor Jackson Purfeerst, Jayme Knapp, Bob Heales, Sandy Farder, and Robin Sylvester. Also in attendance were Public Works Director Pat Wehner, City Clerk Char Nelson, Park & Recreation Director TJ Graumann, Police Sergeant Tony Marks, Fire Chief Chip Lohmiller, and City Engineer Phil Martin. City Attorney Jordan Soderlind, City Administrator Lori Conway, Police Administrative Assistant Jen LeBlanc, and Echo Publishing Reporter Tom Fraki attended via Zoom. There were approximately eighteen audience members in City Hall and on Zoom.

A. CALL TO ORDER – Mayor Purfeerst called the Regular Council Meeting to order at 6:00 P.M. The Pledge of Allegiance was recited. MOTION 09R-01-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. SHORT-TERM RENTAL APPEALS

1. Jen LeBlanc reported that the property at 12140 Anchor Point Road was operating as a Short-Term Rental but has not obtained a City-issued license. Owner, Tom Ruether, appealed the \$3,000 fine, by written letter. Mr. Ruether appeared before the Council and stated that he was unaware of the requirements to register as a Short-Term Rental and only rented his home a couple of times. He advertised on Facebook, not on Airbnb or VRBO. Once he received the letter of violation from the City, he immediately removed the ad from Facebook and plans to never rent again. The Council felt Mr. Ruether's misunderstanding and plan to never rent again to be genuine. MOTION 09R-02-25 WAS MADE BY JAYME KNAPP AND SECONDED BY BOB HEALES TO HONOR THE APPEAL OF TOM RUETHER AND ISSUE NO FINE FOR PROPERTY LOCATED AT 12140 ANCHOR POINT RD. MOTION CARRIED WITH ALL AYES.
2. Jen LeBlanc reported that the property at 38325 County Road 3 had a failing septic system when the initial Life Safety inspection was done. Owner, Chad Dixon, was told he could not rent or obtain a license until the septic was compliant but he continued to rent throughout the summer. Ms. LeBlanc stated that he has just upgraded the system. Chad Dixon appeared before the Council and stated that he spoke with Chip Lohmiller during the Life Safety inspection but expected to receive a written notice of the violation from him. Mr. Dixon stated he thought his septic was compliant because the form had a check mark in the "compliant" box and was unsure of the status of his license because it said "pending" on the website. Mr. Dixon stated that he did not know he was in violation until he received the certified letter from the City in August. When asked by Councilmember Sylvester, Mr. Dixon stated that he rented the property approximately 20-30 times this summer. When asked by Chip Lohmiller how many bedrooms he advertised the property for, Mr. Dixon stated 5. Mr. Lohmiller stated that the septic was only large enough for 2 bedrooms until he got it upgraded. MOTION 09R-03-25 WAS MADE BY SANDY FARDER AND SECONDED BY BOB HEALES TO REDUCE THE FINE FOR

RENTING WITHOUT A LICENSE VIOLATION TO \$1,000 FOR PROPERTY AT 38325 COUNTY ROAD 3. MOTION CARRIED WITH ALL AYES.

3. Jen LeBlanc reported that the property at 37020 Staley Lane was being operated as a Short Term Rental and had no license. Jen stated that all contact information at the County for owner, Joshua Rose, was incorrect so all mail and attempts to communicate with Mr. Rose were returned to the City. Jen found an address for Mr. Rose's parents and that is how she finally was able to reach him. Joshua Rose appeared before the Council via Zoom and asked for the fine to be waived since he was not aware of the licensing requirements because he did not receive any communication from the City. Mr. Rose stated that Crow Wing County communicated through email so there was no need to update his mailing address with them. The Council agreed that it was Mr. Rose's obligation to keep his contact information current. MOTION 09R-04-25 WAS MADE BY BOB HEALES AND SECONDED BY ROBIN SYLVESTER TO REDUCE THE FINE FOR RENTING WITHOUT A LICENSE VIOLATION TO \$1,000 FOR PROPERTY AT 37020 STALEY LANE. MOTION CARRIED WITH ALL AYES.

C. PUBLIC FORUM

1. Pat Netko of the Crosslakers reported that the Community Vision Event was held on August 21, 2025 and shared copies of the feedback from the attendants, including people's wants, needs and avoids.

D. CONSENT CALENDAR – MOTION 09R-05-25 WAS MADE BY JAYME KNAPP AND SECONDED BY BOB HEALES TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of August 11, 2025
2. August 2025 Budget Revenues
3. August 2025 Budget Expenditures
4. August 2025 Balance Sheet
5. Police Reports for Crosslake, Mission Township and City of Manhattan Beach – August 2025
6. Fire Department Report – August 2025
7. Public Safety Commission Meeting Minutes of August 6, 2025
8. Parks & Recreation/Library Commission Minutes of June 25, 2025
9. Public Works Meeting Minutes of August 4, 2025
10. Planning & Zoning Commission Meeting Minutes of July 25, 2025
11. Waste Partners Recycling Report for July 2025
12. Approval of F.I.R.E. Invoice in the Amount of \$3,200
13. Bills for Approval in the Amount of \$122,030.40
14. Additional Bills for Approval in the Amount of \$16,389.40

MOTION CARRIED WITH ALL AYES.

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Peter Graves, Chair of Park, Recreation & Library Commission, provided an update of Phase 1 Park Master Plan. Phase 1 consisted of extending the original 6 pickleball courts to accommodate 4 more playing areas. A separate parking lot was constructed on the

west end of the property. By working with the community at large, PAL and the Crosslake Pickleball Club were able to raise over \$75,000 from donors such as the Lions, various local businesses, several foundations, and a wide group of individual supporters of this community. On September 13 at 11am there will be a grand opening celebration at the Community Center.

2. Bella Montague of Cedar Creek Energy attended via Zoom and provided the Council with information on Solar Panel Systems Grant. Ms. Montague stated that the deadline for the solar grants is November 14 and they are awarded on a first come, first serve basis. Grants are available for up to \$150,000 with the State reimbursing 70% of cost and Federal reimbursing 30%. Jayme Knapp suggested that staff talk to area businesses that have installed solar panels for reviews. Because the City would be required to pay upfront and then be reimbursed, they agreed to continue to discuss the issue at the Budget Meeting on Wednesday.
3. MOTION 09R-06-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO APPROVE RESOLUTION NO. 25-23 ACCEPTING DONATIONS FROM STEVE ROE MEMORIAL FUND IN THE AMOUNT OF \$610 FOR THE FIRE DEPARTMENT AND FROM CROSSLAKE FIREFIGHTERS' RELIEF ASSOCIATION IN THE AMOUNT OF \$720 FOR RJ KOOL GEAR EXTRACTOR. MOTION CARRIED WITH ALL AYES.
4. MOTION 09R-07-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO ISSUE REQUEST FOR PROPOSALS FOR CLEANING SERVICES OF ALL CITY BUILDINGS. MOTION CARRIED WITH ALL AYES.
5. Jackson Purfeerst reported that he wanted to have an open conversation with the Council regarding the hours of operation at City Hall, stating that he was in favor of the building being open Monday through Friday 8:00am to 4:30pm. Councilmember Sylvester asked if Friday afternoons had been busy over the summer when staff had modified hours on Fridays. Staff replied that normally there were little to no customers on Friday afternoons. The Council agreed that it is important to have the building open, even if limited staff were available on Fridays. Lori Conway stated that each department head could make a schedule for their department. MOTION 09R-08-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER TO HAVE CITY HALL OPEN FIVE DAYS A WEEK, ALL DAY, AND TO ALLOW THE CITY ADMINISTRATOR TO FLEX STAFF SCHEDULES TO ENSURE THAT CONSTITUENTS HAVE SERVICES WHEN THEY COME TO CITY HALL. MOTION CARRIED 4-1 WITH PURFEERST OPPOSED.

The Council continued discussing the issue. MOTION 09R-08-25 WAS AMENDED BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER TO HAVE CITY HALL OPEN MONDAY THROUGH FRIDAY FROM 8AM TO 4:30PM AND TO ALLOW STAFF TO FLEX THEIR WORK SCHEDULE ON FRIDAYS SO THAT ONE PERSON FROM EACH DEPARTMENT WAS PRESENT. MOTION CARRIED WITH ALL AYES.

F. CITY ADMINISTRATOR'S REPORT

1. MOTION 09R-09-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO APPROVE RESOLUTION NO. 25-24 APPROVING THE DECERTIFICATION OF TAX INCREMENT FINANCING DISTRICT NO. 1-9 OF THE CITY OF CROSSLAKE. MOTION CARRIED WITH ALL AYES.
2. MOTION 09R-10-25 WAS MADE BY SANDY FARDER AND SECONDED BY JAYME KNAPP TO APPROVE ORDINANCE NO. 407 NAMING AN UNNAMED ROAD AS SUNUP TRAIL AND ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX AND PUBLISHING A SUMMARY OF ORDINANCE NO. 407 IN THE OFFICIAL NEWSPAPER. MOTION CARRIED WITH ALL AYES.

G. COMMISSION REPORTS

1. PUBLIC WORKS/CEMETERY/SEWER

- a. MOTION 09R-11-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY SANDY FARDER TO DIRECT STAFF TO NOTIFY SIMONSON LUMBER THAT THEIR EXTENSION TO CONNECT TO MUNICIPAL SEWER HAS ENDED AND THAT PENALTY, TO BE DETERMINED BY CITY ATTORNEY, WILL APPLY IF CONNECTION IS NOT COMPLETED IN 2025. MOTION CARRIED WITH ALL AYES.
- b. MOTION 09R-12-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO APPROVE PAY REQUEST NO. 3 FROM DECHANTAL EXCAVATING, LLC IN THE AMOUNT OF \$354,360.85 FOR HARBOR LANE. MOTION CARRIED WITH ALL AYES.
- c. MOTION 09R-13-25 WAS MADE BY SANDY FARDER AND SECONDED BY ROBIN SYLVESTER TO ACCEPT WILDERNESS PARKWAY AS CITY ROAD, CONTINGENT ON COMPLETION OF 4 REQUIREMENTS MADE BY CITY ENGINEER IN MEMO DATED SEPTEMBER 5, 2025. MOTION CARRIED WITH ALL AYES.

2. PUBLIC SAFETY

- a. MOTION 09R-14-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO APPROVE RESOLUTION NO. 25-25 IN SUPPORT OF APPLYING FOR \$50,000 SOURCEWELL PUBLIC SAFETY IMPACT FUNDING FOR POLICE DEPARTMENT. MOTION CARRIED WITH ALL AYES.

H. PUBLIC FORUM – Derek White requested that the City snowplow does not block his road when maintaining Wilderness Parkway.

Kathy and Larry Allen submitted written request for Comprehensive Plan Future Road Maps to be changed so that proposed roads are removed from their property.

I. NEW BUSINESS – Mayor Purfeerst proposed an agenda layout and meeting etiquette guideline, including when items must be submitted to staff to be included in the council packet. MOTION 09R-15-25 WAS MADE BY BOB HEALES AND SECONDED BY ROBIN SYLVESTER TO APPROVE THE AGENDA LAYOUT AND MEETING ETIQUETTE AS OUTLINED IN MEMO FROM MAYOR DATED SEPTEMBER 8, 2025. MOTION CARRIED WITH ALL AYES.

J. OLD BUSINESS – None.

K. CITY ATTORNEY REPORT – None.

L. ADJOURN – There being no further business at 7:57 P.M., MOTION 09R-16-25 WAS MADE BY BOB HEALES AND SECONDED BY SANDY FARDER TO ADJOURN THE REGULAR MEETING. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,



Charlene Nelson, City Clerk

BILLS FOR APPROVAL
September 8, 2025

VENDORS	DEPT		AMOUNT
Ace Hardware, wasp killer	Sewer		17.96
Ace Hardware, landscape pins	Park		17.99
Ace Hardware, paint mixer, cable ties, hardware	PW		33.92
Ace Hardware, vehicle cleaners	Police		44.11
Ace Hardware, uniform, cleaners	Police		16.18
Ace Hardware, trufuel	Fire		104.36
Ace Hardware, propane	Sewer		34.18
Ace Hardware, screws	Park		11.49
Ace Hardware, cement, primer	Park		38.67
Ace Hardware, screws	Park		2.69
Ace Hardware, screws	Park		4.72
Ace Hardware, ink cartridge	PW		37.79
Ace Hardware, janitorial supplies	Police		16.35
Ace Hardware, landscape fabric	Park		42.43
Ace Hardware, scratch awl, flap discs	Park		50.36
Ace Hardware, cable	Park		37.64
Baker & Taylor, books	Library		352.34
Banyon Data Systems, payroll and fund accounting support	Admin		1,730.00
Brainerd Hydraulics, reseal cylinders, parts	PW	pd 8-19	947.74
City of Crosslake, sewer utilities	ALL		195.00
Clean Team, september cleaning	ALL		4,306.25
Command LLC, aerial test	Fire		900.00
Council #65, union dues	Gov't		494.88
Crow Wing County Highway Dept, fuel	ALL		4,588.68
Crow Wing Power, electric service	ALL	pd 8-19	9,037.16
CTC, web hosting	Gov't		10.00
Culligan, water and cooler rental	ALL		252.50
Dark Horse Brew, chamber meeting	Gov't	pd 8-19	496.08
DSC Communications, pagers	Fire		2,245.00
East Side Oil, filter recycling	Gov't		50.00
Elevate Learning, safety program	Fire		350.00
Emblem Enterprises, patches	Police		309.14
ESRI, arc gis renewal	PW		825.00
ESRI, arc gis renewal	PZ		1,173.00
Fire Safety USA, heat sensor tags	Fire		148.13
First Supply, irrigation cable	Park		177.29
Follett, books	Library		427.11
Fyles, portable restrooms	Park		300.00
Galls, uniform	Police		34.97
Greenheck Auto Glass, windshield replacement	Police		520.00
Guardian Pest Solutions, pest control	Pk/Gov't		71.40
Heartland Animal Rescue, monthly impound fees	Police		366.75
Holiday, antifreeze	Fire		77.27
Intoximeters, supplies	Police		380.00

IP Networks, annual firewall	Gov't	pd 8-26	139.00
Josh Runksmeier, uniform reimbursement	Park	pd 8-15	72.98
Kimber Creek, replace ac compressor, repair exhaust	Police		2,039.88
Kyle & Debra Lejonvarn, permit refund	PZ		275.00
LA Lawncare, lawn treatment	Gov't		692.57
League of MN Cities, clerks academy	Admin	pd 8-15	250.00
Majestic Inspirations Photography, framing	Cemetery		187.91
Mastercard, Adobe, licence renewal	Admin	pd 8-26	214.52
Mastercard, Adobe, new license	PZ		126.12
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, labels, coupler	PW		34.10
Mastercard, Amazon, janitorial supplies	Park	pd 8-26	61.99
Mastercard, Amazon, binoculars for kids	Library	pd 8-26	27.53
Mastercard, Amazon, stringer	Library	pd 8-26	8.13
Mastercard, Amazon, janitorial supplies	Park	pd 8-26	41.57
Mastercard, Amazon, family fest	Park		78.39
Mastercard, Amazon, family fest	Park		126.82
Mastercard, Amazon, headphones	Library		38.97
Mastercard, Amazon, calendar	Park		21.29
Mastercard, Column Software, meeting notice of 9-26-25	PZ		31.96
Mastercard, Column Software, meeting notice of 9-24-25	PW		130.65
Mastercard, Docusend, email bills	Sewer		25.00
Mastercard, Dollar General, frames	Gov't		21.48
Mastercard, Dollar General, family fest	Park		31.94
Mastercard, Dropbox, monthly premium	Gov't		54.00
Mastercard, Etsy, scavenger hunt finder wands	Library	pd 8-26	15.83
Mastercard, Home Depot, map carts	Gov't	pd 8-26	308.25
Mastercard, Home Depot, sprayers	PW		81.86
Mastercard, Intoximeters, dry gas tank	Police	pd 8-26	125.00
Mastercard, Kore, battle belt	Police		159.95
Mastercard, Microsoft, monthly premium	Fire		17.72
Mastercard, MN DOLI, electrical permit	Fire	pd 8-26	136.00
Mastercard, MN Fire Svc Cert Board, recertifications	Fire		420.00
Mastercard, Motion, air conditioner	Sewer	pd 8-26	6,576.99
Mastercard, MSFCA, conference registration	Fire		325.00
Mastercard, N'ear, earpiece clip	Police		138.98
Mastercard, Pickleball OpCo, pickleball brackets fee	Park	pd 8-26	20.00
Mastercard, Post Office, postage	STR	pd 8-26	10.48
Mastercard, Post Office, postage	STR		10.48
Mastercard, Post Office, postage	STR		21.25
Mastercard, Post Office, postage	Police		10.50
Mastercard, Reeds Market, employee lunch	Gov't		151.51
Mastercard, Reeds Market, employee lunch	Gov't		76.44
Mastercard, StopStick, cord reel, sleeve	Police	pd 8-26	105.00
Mastercard, Tactacam, monthly premium	Park		14.22
Mastercard, Team Wendy, ballistic helmet	Police	pd 8-26	730.40
Mastercard, The Office Shop, ink cartridges	Fire		140.68
Mastercard, Zoom, monthly premium	Gov't		66.99
Medica, health insurance	ALL		33,489.11
MEI Total Elevator Solutions, yearly service	Gov't		952.56
Menards, hardware	Park		125.38

Menards, janitorial supplies, hardware	Sewer		64.67
Met Life, disability insurance	ALL		241.07
Met Life, life insurance	ALL		355.92
Met Life, vision insurance	Gov't		104.40
Metro Sales, copier lease	Police		56.06
Metro Sales, copier lease	Park		230.19
Midwest Machinery, axle repair	PW		1,531.19
Midwest Machinery, v-belt, air filter, oil filter	Park		127.38
Midwest Machinery, blades	Park		56.03
Midwest Security, fire monitoring	Fire		599.88
MN Assn of Small Cities, membership dues	Gov't		1,270.50
MN NCPERS, life insurance	Gov't		64.00
MNPEA, union dues	ALL		240.00
MN State Fire Chiefs Assn, annual conference	Fire		325.00
Moonlite Square, fuel	Park		8.86
Moonlite Square, fuel	Park		10.49
Motorola, camera	Police		2,760.00
MR Sign, address signs	PW		221.33
MR Sign, address sign and license sign	PW/STR		36.55
MR Sign, license signs	STR		135.55
Northland Fire Protection, recharge extinguisher, parts	Fire		202.70
Pine River Area Sanitary District, biosolids treatment	Sewer		3,438.07
Pro Hydro Test, dot cascade cylinder recertification	Fire		400.00
Quadient Leasing, postage meter rental	Gov't		219.54
Quality Equipment, oil	Park		74.54
Ratwik Roszak Maloney, legal fees	ALL		5,838.20
Reeds, coffee	Gov't		55.98
RJ Kool, gear extractor	Fire		720.00
Simonson Lumber, lumber	Park		23.58
Spa Partners, gym equipment wipes	Park		278.06
Stop Stick, stop sticks	Police		299.00
Teamsters, union dues	Police		480.00
The Police And Sheriffs Press, id card	PZ		20.00
The Teehive, pickleball tournament	Park		200.00
Tremolo Communications, phone, fax, cable, internet	ALL		2,293.32
Tri County Septic, inspections and designs	PZ		2,855.00
US Bank, copier lease	PZ/Adm		595.94
US Bank, copier lease	PZ/Adm		476.00
Vestis, mat service	PW	pd 8-15	78.69
Vestis, mat service	PW		78.69
Viking Electric, electrical supplies	Fire		74.87
Virginia Arvig Revocable Trust, application refund	PZ	pd 8-15	425.00
WW Goetsch, install volutes and impellers on pumps	Sewer	pd 8-15	6,542.00
Whiteline, decals	Park		146.50
Widwesth, trail design services	Park		3,782.10
Xcel Energy, gas utilities	ALL		346.15
Xtona, i.t. services	ALL		3,393.50
TOTAL			122,030.40

ADDITIONAL BILLS FOR APPROVAL
September 8, 2025

VENDORS	DEPT		AMOUNT
Ace Hardware, striping supplies	PW		12.92
Ace Hardware, striping supplies	PW		41.51
Ace Hardware, refrigerant	PW		71.08
Ace Hardware, trim line	Cemetery		12.59
Ace Hardware, cleaning wipes	Fire		16.99
Ace Hardware, marking supplies	Sewer		47.98
Ace Hardware, hardware	PW		18.64
Ace Hardware, grass seed	Park		22.18
Aldrich Tractor, blades	Park		502.36
AT&T, cell phone and tough book charges	ALL		1,237.37
Baker & Taylor, books	Library		49.08
City of Crosslake, proposed road assessments	PW		8,800.00
Crow Wing County Recorder, filing fees	PZ		92.00
First Supply, irrigation supplies	Park		528.55
Forum Communications, book sale ad	Library		90.00
Forum Communications, employment ad	PW		553.10
Heartland Animal Rescue, monthly impound fees	Police		366.75
Heartland Tire, tires	Fire		162.00
Karen Field, reimburse for library supplies	Library		80.66
Lakes Area Rental, oil	Park		20.19
Mastercard, 511tactical, tact team	Police		89.95
Mastercard, Amazon, janitorial supplies	Park		54.20
Mastercard, Amazon, gap filler	Park		6.99
Mastercard, Kore, tact team	Police		139.95
Mastercard, MSFCA, conference registration	Fire		325.00
Mastercard, Reeds Market, fuel	Police		13.16
Menards, hose	Fire		68.99
MN Dept of Labor & Industry, um pressure vessel	Fire		25.00
Moonlite Square, fuel	Park		17.00
Napa, oil, dsl additive	PW		23.98
Napa, permatrix, oil	Park		19.17
Northwedge Nursery, crab apple trees	Park		550.00
Sharyl Murphy, mileage reimbursement	Admin		179.20
Simonson Lumber, concrete mix	Park		14.36
The Office Shop, nameplates	PZ		34.00
Upland Advertising, plaques	Park		1,227.00
Waste Partners, trash removal	ALL		875.50
TOTAL			16,389.40

City of Crosslake

RESOLUTION 25-23

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:

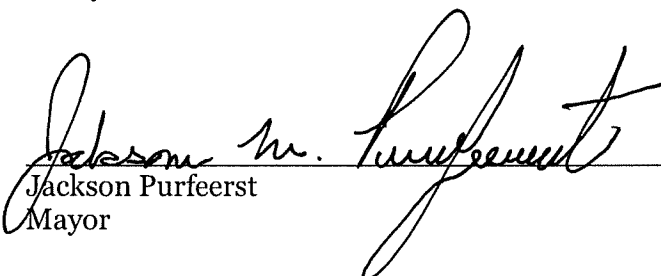
FROM	DONATION	INTENDED PURPOSE
Steve Roe Memorial Fund	\$610.00	Fire Department
Crosslake Firefighters Relief Association	\$720.00	RJ Kool Gear Extractor
; and		

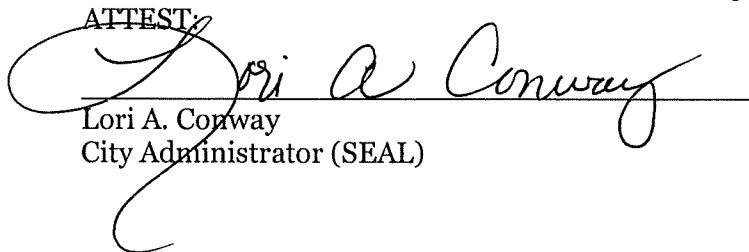
WHEREAS, the City of Crosslake will strive to use the donation as intended by the donor; and

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 11th day of August, 2025.


Jackson M. Purfeerst
Mayor

ATTEST:

Lori A. Conway
City Administrator (SEAL)

RESOLUTION NO. 25-24

RESOLUTION APPROVING THE DECERTIFICATION OF
TAX INCREMENT FINANCING DISTRICT NO. 1-9
OF THE CITY OF CROSSLAKE

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Crosslake, Crow Wing County, Minnesota, was duly held at the City Hall in said City on the 8th day of September, 2025 beginning at 6:00 o'clock P.M. for the purpose, in part, of decertifying Tax Increment Finance District Number 1-9 within Municipal Development District No. 1, of said City.

The following Council members were present: Jackson Purfeerst, Robin Sylvester, Bob Heales, Jayme Knapp and Sandy Farder.

and the following were absent: None.

Council Member Sylvester introduced the following resolution and moved its adoption:

WHEREAS, on August 13, 2007, the City of Crosslake (the "City") created its Tax Increment Financing District No. 1-9 (the "District") within its Municipal Development District No. 1 (the "Project"); and

WHEREAS, as of the date hereof all bonds and obligations to which tax increment from the District have been pledged have been paid in full or defeased and all other costs of the Project have been paid; and

WHEREAS, the City desires by this resolution to cause the decertification of the District after which all property taxes generated within the District will be distributed in the same manner as all other property taxes.

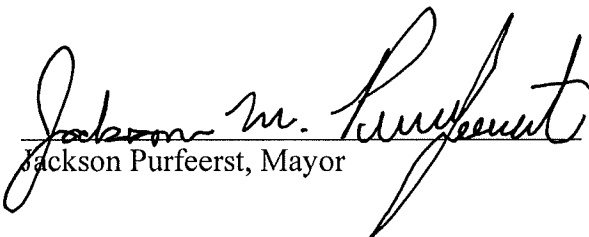
NOW THEREFORE, BE IT RESOLVED by the City Council that the City's staff shall take such action as is necessary to cause the County Auditor of Crow Wing County to decertify the District as a tax increment district and to no longer remit tax increment from the District to the City.

The motion for the adoption of the foregoing resolution was duly seconded by Council Member Heales and upon vote being taken thereon, the following voted in favor: Jackson Purfeerst, Robin Sylvester, Bob Heales, Jayme Knapp and Sandy Farder.

and the following voted against the same: None.

Whereupon said the resolution was declared duly passed and adopted.

Dated: September 8, 2025


Jackson Purfeerst, Mayor


Lori A. Conway, City Administrator



Real People. Real Solutions.

MEMORANDUM

Date: September 5, 2025
To: Pat Wehner, Public Works Director
From: Phil Martin, PE
Subject: Update for September 8, 2025 Council Meeting

Rolling Woods Road Review

We have been reviewing the construction of the private road in the Rolling Woods plat based on the request by the developer that the road be considered for acceptance by the City as a public road.

The remaining items to address from our most recent correspondence on August 21, 2025 with the developer are provided below:

- The grass had not established adequately but was not far from being acceptable.
- There was significant erosion off the right edge of the cul-de-sac as you face north. We requested that area be addressed with some minor grading/topsoil addition and erosion blanket to hold the slope.
- Since the public road will extend to Wilderness Trail, we requested a stop sign be installed where the new road intersects Wilderness Trail and that trees be removed for visibility.
- The engineering plans did not show continues public dedication of easement to Wilderness Trail. We requested confirmation that the appropriate roadway easement/right-of-way was being provided.

Based on our review of the final engineering plan, construction of the road, and September 4th and September 5th review of the status of the road, we believe it meets the City's ordinance and that the construction meets the City standards. The developer's survey company (Stonemark Land Surveying) provided confirmation that the roadway easement/right-of-way extended to Wilderness Trail.

The only remaining issue we see is stabilization of the cul-de-sac slope in one area. The developer has made attempts to address the erosion including placing more topsoil and seed on September 4, 2025. However, full slope stabilization will likely take a few weeks or more for vegetative growth and may even require installation of additional erosion control measures such as sediment logs along the top of the slope. The erosion areas do not impact the stability of the road currently but could in the future if not monitored and addressed.

If the City accepts the road, all future operation and maintenance will be the City's responsibility. If the City accepts the road, I would recommend the City account for the cul-de-sac slope stabilization by conditioning acceptance of the road or retaining some escrow to address erosion this fall or add supplemental erosion control measures such as sediment logs along the top slope.

**CITY OF CROSSLAKE
RESOLUTION NO. 25-25
RESOLUTION IN SUPPORT OF APPLYING FOR
\$50,000 SOURCEWELL PUBLIC SAFETY IMPACT FUNDING**

WHEREAS, Sourcewell exists for one reason: to assist government, education, and nonprofits work more efficiently; and

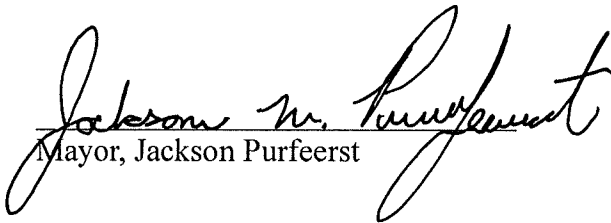
WHEREAS, the City of Crosslake has been a participating agency with Sourcewell since 2010; and

WHEREAS, Sourcewell allows cities to address basic needs projects. Applicants may apply for one Public Safety Impact Funds up to \$50,000 per fiscal year, no match required.

WHEREAS, the City of Crosslake would like to purchase a new squad car in addition to the one in the budget for 2026 to replace existing equipment.

NOW, THEREFORE, BE IT RESOLVED, that the Crosslake City Council is in full support of the Crosslake Police Department applying for a \$50,000 Public Safety Impact Funding from Sourcewell to be used towards the purchase and outfitting of a new squad car.

Adopted by the City Council of Crosslake this 8th day of September, 2025

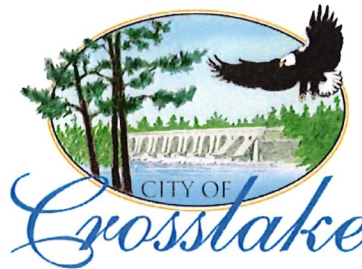


Mayor, Jackson Purfeerst



Lori Conway, City Administrator

Jackson M. Purfeerst
Mayor
815-904-9665
jpurfeerst@cityofcrosslake.org



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September 8th, 2025

MEMO

To: Administrator Conway and Members of the City Council
From: Mayor Jackson Purfeerst
Subject: Agenda Layout & Meeting Etiquette

As Mayor, I am exercising my authority to adjust the flow and order of the council agenda to provide greater clarity, consistency, and accessibility for both staff and the public. The following procedures will take effect immediately:

Public Forum

- The first public forum will **no longer require residents to sign up by the Wednesday before the meeting.**
- The second public forum at the end of each meeting will remain unchanged.
- The **3-minute speaking rule** for public forum will be consistently enforced.

Agenda Items Requiring Council Action

- All topics requiring council action must be submitted to the **City Clerk by Wednesday at 4:00 p.m.** prior to the regularly scheduled Monday council meeting.
- The **Administrator and Mayor** will jointly approve the agenda.
- The agenda packet will be completed, printed, and posted online by **Thursday at 4:00 p.m.**

Additions to the Agenda

- Any additional agenda items must be submitted to the Clerk and approved by both the Administrator and Mayor no later than **Friday at 12:00 noon.**
- This schedule provides council members with the weekend to carefully review materials prior to the meeting.
- If City Staff have last-minute additions, they may submit them to the Clerk no later than **Monday at 12:00 noon.**

This process will:

1. Provide City Staff with a concrete template and reliable schedule for assembling agenda materials.
2. Ensure the public clearly understands when to submit items and when materials will be available.
3. Allow council members adequate time to review the agenda packet before meetings.

Thank you all for your cooperation as we implement this structured, timely, and transparent process.

With Thanks,

Mayor Jackson M. Purfeerst
