

AGENDA AND ADDITIONS TO THE AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, AUGUST 11, 2025
6:00 P.M. – CITY HALL

A. CALL TO ORDER

1. Pledge of Allegiance
2. Approval of Additions to the Agenda

B. SHORT-TERM RENTAL APPEALS

1. Cole Volkers, 38646 Windsor Ave, no registration (Council Action-Motion)
2. Ben & Zoie Vanden Wymelenbergh, 35059 County Road 3, trash complaint (Council Action-Motion)
3. David & Erin Olson, 12392 Ivy Lane, trash complaint

C. PUBLIC FORUM – This time is reserved for those person's who have a desire to address the Council and have officially submitted in writing, by Friday noon, prior to the City Council meeting a request to be placed on the agenda.

1. Pat Netko – Crosslaker's Community Visioning Event
2. Cindy Myogeto – Chamber of Commerce Permission to Host Crosslake Days Chili Cook-Off and Approval to Close Pioneer Drive for Street Dance (Council Action-Motion)

D. CONSENT CALENDAR – NOTICE TO THE PUBLIC – All items here listed are routine by the City Council and will be acted on by one motion. There will be no separate discussion on these items unless a Citizen or Councilmember so requests:

1. Regular Council Meeting Minutes of July 14, 2025
2. Special Council Meeting Minutes of July 23, 2025
3. Special Council Meeting Minutes of August 6, 2025
4. July 2025 Budget Revenues
5. July 2025 Budget Expenditures
6. July 2025 Balance Sheet
7. Memo dated July 22, 2025 from Sharyl Murphy Re: TIF Reimbursement
8. Police Reports for Crosslake, Mission Township and City of Manhattan Beach – July 2025
9. Independent Audit Report of Crosslake Police Department's Portable Recording System
10. Fire Department Report – July 2025
11. Public Safety Commission Meeting Minutes of July 2, 2025
12. Public Works Meeting Minutes of July 7, 2025
13. Public Works Meeting Minutes of July 21, 2025
14. Planning & Zoning Commission Meeting Minutes of June 26, 2025
15. Waste Partners Recycling Report for June 2025
16. Approval of Temporary On Sale Liquor License for Knights of Columbus on 9/27/25
17. Bills for Approval
18. Additional Bills for Approval

E. MAYOR'S AND COUNCIL MEMBERS' REPORT

1. Resolution Accepting Donations (Council Action-Motion)
2. Letter dated August 6, 2025 from Mayor Purfeerst to North Memorial Health Ambulance Re: Dedicated Ambulance Service in Crosslake
3. Community Update Re: Ambulance Coverage dated August 9, 2025 from Mayor Purfeerst
4. Memo dated August 10, 2025 from Mayor Purfeerst Re: Request to Explore Proposals for EV Charger and Renewable Energy Grant Opportunities (Council Action-Motion)
5. Memo dated August 10, 2025 from Mayor Purfeerst Re: Proposal for Policy on City-Led Community Partnership Projects (Council Action-Motion)

F. CITY ADMINISTRATOR'S/CITY CLERK'S REPORT

1. Memo dated August 6, 2025 from Char Nelson Re: Data Practices Policy (Council Action-Motion)
2. Memo dated August 5, 2025 from Char Nelson Re: Health Care Plan Eligibility (Council Action-Motion)
3. First Reading of Ordinance Naming an Unnamed Road as Sunup Trl

G. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. Approval of Crosslake Fire Relief Bylaw Revisions Related to PERA Vesting Schedule (Council Action-Motion)
- b. Recommendation from Public Safety Commission to Paint Crosswalk Yellow at CR 66/Daggett Pine Road (Council Action-Motion)
- c. Recommendation from Public Safety Commission to Submit Formal Request to the Crow Wing County Highway Department to Place "No Jumping" Signs on Each End of Bridge on CR 66 between Your Boat Club and Marine Max (Council Action-Motion)
- d. Resolution Supporting Crow Wing County Sheriff's Office Agreement (Council Action-Motion)

~~2. PARK & RECREATION/LIBRARY~~

- ~~a. Update on Phase 1 Park Master Plan Project~~

3. PUBLIC WORKS/CEMETERY/SEWER

- a. Pay Request No. 2 (Final) for Milinda Shores Bridge Wingwall Improvements (Council Action-Motion)
- b. Pay Request No. 2 for Harbor Lane Road Improvements (Council Action-Motion)
- c. Memo dated August 6, 2025 from Public Works Commission Re: Thomas & Janessa Casper Letter (Council Action-Motion)
- d. Memo dated August 6, 2025 from Public Works Commission Re: Summary Table for Assessments (Council Action-Motion)
 1. Letter dated August 4, 2025 from Golf View Owners Association Inc
- e. Memo dated August 6, 2025 from Public Works Commission Re: Feasibility Study for Sunrise Blvd
 1. Bolton & Menk Engineering Proposal for Sunrise Blvd Improvements (Council Action-Motion)

- f. Letter dated July 14, 2025 from Crow Wing County Highway Dept Re: Future County Highway Project

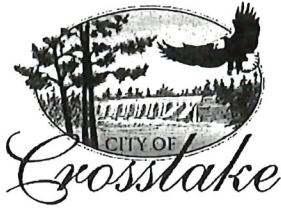
H. PUBLIC FORUM – This is for those person's that wish to address the Council. The Council recognizes the value of citizen input. Time will be limited to 3 minutes or longer, if the Mayor feels it is necessary.

I. NEW BUSINESS

J. OLD BUSINESS

K. CITY ATTORNEY REPORT

L. ADJOURN



Appeal # ^{B.}2.

Monday, July 21, 2025

To: Rolling Hills Cross Lake LLC
Ben & Zoie Vanden Wymelenbergh
2305 Meeting Place
Wayzata, MN 55391

Re: STR Ordinance Violation, 1st Offense – **35059 CO RD 3, CROSSLAKE, MN 56442**

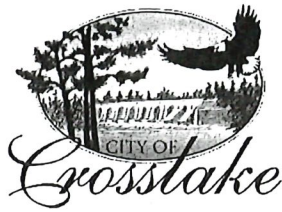
Rolling Hills Cross Lake LLC,

As the owner of this property, you are in violation of Crosslake City Ordinance No. 395, Sec. 23-7: "Septic/Solid Waste. Trash storage containers must be removed from roadside pickup with 24 hours of scheduled pick up."

On 6/26/25, the City received a complaint about trash cans being left out for more than 24 hours. As a result of this complaint, you received a courtesy phone call from the fire chief. On 7/17/25, the City received another trash can complaint, resulting in this violation.

You have been issued the enclosed fine per Sec. 23-12. a: Civil violations shall be subject to fines and penalties set forth in the City of Crosslake Fee Schedule. All penalties shall be paid within fourteen (14) days of the date of citation. If the owner disputes the violation, the owner shall file a written appeal with the City of Crosslake within fourteen (14) days of the citation.

Lori Conway
City Administrator



Appeal #3^{B.}_{3.}

Monday, July 21, 2025

To: David & Erin Olson
5146 Boulder Ln
Chaska, MN 55318

Re: STR Ordinance Violation, 1st Offense – **12392 IVY LN, CROSSLAKE, MN 56442**

Rolling Hills Cross Lake LLC,

As the owner of this property, you are in violation of Crosslake City Ordinance No. 395, Sec. 23-7: "Septic/Solid Waste. Trash storage containers must be removed from roadside pickup with 24 hours of scheduled pick up."

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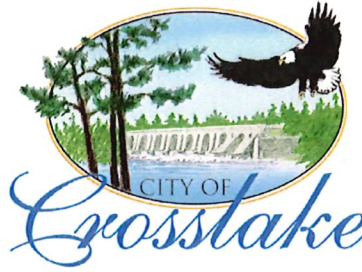
Lori Conway
City Administrator

D.
18.

ADDITIONAL BILLS FOR APPROVAL
August 11, 2025

VENDORS	DEPT		AMOUNT
Bolton & Menk, 2025 road improvements	PW		4,492.50
Bolton & Menk, harbor lane	PW		19,840.00
Bolton & Menk, general engineering	PZ		2,837.50
Crow Wing County, address assignments	Gov't		100.00
First Supply, couplings	Park		12.84
Hawkins, chemicals	Sewer		2,348.14
Mastercard, Country Inn, lodging	Sewer		668.26
Mastercard, MPCA, sewer class	Sewer		300.00
Mastercard, PVC Fittings, couplings	Park		45.30
MPCA, ww treatment training	Sewer		1,170.00
MPCA, ww treatment exams	Sewer		110.00
Northwoods Auto, tires, oil change	PW		627.45
Olivia Tykwinski, mileage reimbursement	ALL		79.10
Pine River Area Sanitary District, biosolids treatment	Sewer		3,438.07
Uline, janitorial supplies	Park		84.00
TOTAL			36,153.16

Jackson M. Purfeerst
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E. 2.
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August 6th, 2025

North Memorial Health Ambulance
4501 68th Ave N
Brooklyn Center, MN 55429

Dear Mr. Almendinger and Mr. Lee,

I am writing to strongly advocate for the return of **dedicated 24/7** ambulance coverage in Crosslake, as we previously had for many years. Mr. Lee, Chief Lohmiller and I have had several discussions about this issue dating back to March 2025. I'm reaching out now because we continue to see concerning delays in response times from North Memorial Ambulance.

Since 1996, the City of Crosslake has proudly partnered with North Memorial for ambulance services, paying \$1,000 per month to support what was once a strong, reliable, and appreciated presence in our community. That contract provided 2 trucks and 1 crew.

In 2012, the City of Crosslake invested \$179,670 to build a dedicated wing to house two ambulances, complete with sleeping quarters, a kitchen, an office, and storage for PPE and medications. This facility was specifically designed to support paramedics and ensure swift, local response to emergencies.

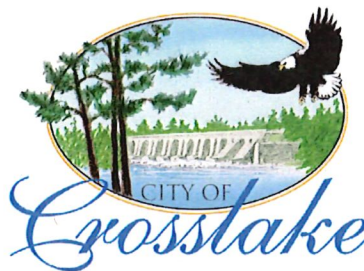
However, when North Memorial shifted to a roaming staffing model—patrolling Highway 371 and responding from various locations—the City chose to discontinue our contract, as the level of service no longer justified the investment.

Unfortunately, the impact of that change has become clear. Just earlier this summer, a medical emergency occurred just a stone's throw from the fire hall. The helicopter from Brainerd arrived **five minutes before** the ambulance, which had a **24-minute response time**. Had we still had a dedicated crew stationed locally, this might have been a life-saving difference.

Currently, the **average** response time in Crosslake is around **25 minutes**, which is simply unacceptable. Some recent response times include:

- 36 minutes – 03/30/2024
 - 25 minutes – 07/28/2024
 - 42 minutes – 08/01/2024
 - 42 minutes – 08/14/2025
 - 40 minutes – 02/06/2025
 - 42 minutes – 04/01/2025
-

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Since North Memorial ended dedicated coverage in November 2023, we have had **10+ incidents** where faster response times could have led to significantly different outcomes. There are multiple Code 3 incidents in our area where having local, dedicated ambulance service would have made a measurable difference.

I respectfully urge you to **reconsider your current staffing model** and bring dedicated ambulance coverage back to Crosslake. We are more than willing to revisit a service agreement. The facility built in 2012 remains available and well-equipped. Crosslake is also geographically positioned to effectively serve neighboring communities such as Fifty Lakes, Ideal, and Mission.

Hopefully we can get back to having a dedicated crew that comes back to Crosslake after a transport, shift changes in Crosslake, and utilizes the station. Our city, and the northern region of Crow Wing County would be of benefit.

Let's take a proactive approach—reinstating a dedicated team here would reduce response times and, more importantly, **save lives**.

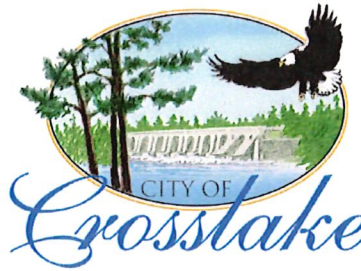
Thank you for your time and consideration. I look forward to hearing from you.

With sincere regards,

A handwritten signature in black ink that reads "Jackson M. Purfeerst". The signature is written in a cursive style with a large, stylized 'P'.

Mayor Jackson M. Purfeerst

Jackson M. Purfeerst
Mayor
815-904-9665
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August 9th, 2025

Ambulance Update

Dear Community,

I want to share some history and context about our ongoing ambulance service issue.

Since the late 1970s, Crosslake has benefited from prompt, dedicated ambulance service. This vision was brought to life by some of the most community-centered families in our history—families like the Starkkas, Garins, Lindquists, and Backdahls, as well as others—who devoted countless hours, resources, and energy to create a locally focused EMS presence.

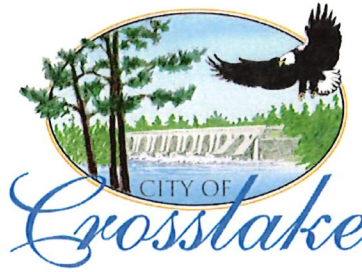
In 1987, our small-town ambulance service was sold to North Memorial, who continues to serve Crosslake today. We are deeply grateful to the visionaries who laid the foundation for this service, and to North Memorial for carrying that tradition forward for decades. The work of our paramedics throughout the Brainerd Lakes Area is essential to the way we live, work, and play here. We will always value our EMS professionals, first responders, and all who serve our community in times of need.

Over time, the way EMS operates has changed significantly. In the 1970s, Minnesota enacted legislation creating **Primary Service Areas** (PSAs) to prevent multiple ambulance companies from competing for the same patients—a practice that was detrimental to patient care. Each PSA has one designated ambulance provider, established and regulated by the Minnesota Office of Emergency Medical Services (OEMS) under Minnesota Statute 144E.06. Our PSA is owned by North Memorial.

In 2012, the City of Crosslake invested \$179,670 to build a dedicated ambulance wing—two bays for ambulances, sleeping quarters, a kitchen, office space, and secure storage for PPE and medications. Since 1996, the city has partnered with North Memorial, contributing \$1,000 per month to support what was once a strong, consistent EMS presence in Crosslake. That agreement ensured two ambulances, and one full crew were based here, ready to respond.

While \$1,000 per month is far below the actual cost of staffing, equipment, and operations, we maintained that partnership for years out of appreciation for North Memorial's dedicated service. But as the cost of EMS has grown dramatically since the early 2000s, so too have operational changes, as well as decreased funding. This is a problem across the state. The city is more than willing to **revisit** a contract agreement. I believe our need is elevated due to our regional location, age demographic, seasonality of business, tourism, and recreation!

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For years, Crosslake had ambulances housed at the firehall as well as one crew. If there was an ambulance stationed in town, the ambulance would respond, transport to either CRMC or Essentia St. Josephs in Brainerd and make their way back to Crosslake. If a call came in during the return trip back to Crosslake, the ambulance would respond, then transport, but would eventually make their way back to Crosslake.

That changed in **November 2023**, when North Memorial shifted its staffing model. The intent was to improve overall response times by positioning ambulances more strategically around the county. However, the result for Crosslake has been no dedicated service and delayed response times. North ambulances now roam the county, primarily along the Highway 371 corridor, and do not “automatically” return here.

The consequence? Average response times in Crosslake have risen to **25 minutes**—an unacceptable delay when seconds can save lives. This data has been tracked and verified by the **CLFD**.

I take this matter to heart. I have heard too many troubling stories from residents about delayed care. I have formally communicated these concerns to North Memorial’s leadership (see attached letter) and feel a duty to keep you informed, as this affects every one of us. For too long this was quiet. Since sharing my concerns publicly, I have received numerous calls from residents, concerned paramedics, and even from North Memorial’s Twin Cities office.

A meeting with North Memorial leadership is scheduled, and I look forward to updating you afterward. While the path to a solution may take time—and may require navigating some challenges—I am optimistic.

This is not just a Crosslake issue—it’s a regional one. But Crosslake has a unique advantage: we already have a prime facility in a geographically strategic location to serve the northern Crow Wing County area and our neighbors. We have the infrastructure, the history, and the will to support an ambulance service that meets our community’s needs.

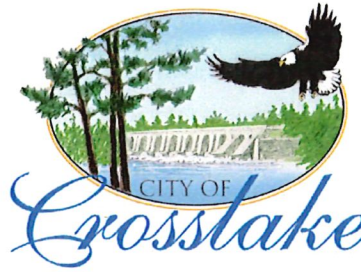
I will continue to champion this effort for Crosslake and for our neighbors. We are a team—and when it comes to saving lives, we must work together. Thank you for the support.

With continued effort,

A handwritten signature in black ink, reading "Jackson M. Purfeerst". The signature is written in a cursive style with a large, stylized 'J' and 'P'.

Mayor Jackson M. Purfeerst

Jackson M. Purfeerst
Mayor
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MEMORANDUM

To: City Council & City Administrator

From: Mayor Jackson M. Purfeerst

Date: August 10th, 2025

Subject: Request to Explore Proposals for EV Charger and Renewable Energy Grant Opportunities

Council Members and Administrator,

I am requesting permission for the Fire Chief and me to continue researching and consulting with companies on two potential projects that could provide long-term financial and environmental benefits to the City:

1. **High-Speed Electric Vehicle Charging Station at the Fire Hall** – This project could generate a new revenue stream for the City, helping to support salaries and operational needs.
2. **Renewable Energy Grant Opportunities (Solar)** – We would like to explore the possibility of utilizing a new renewable energy grant to install solar power systems on additional City buildings. This investment could significantly reduce long-term energy costs for taxpayers. This is something the city started last year but now there are new grants.

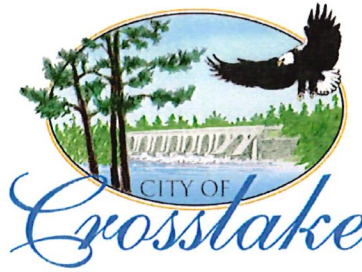
Our next step would be to meet with potential vendors, gather proposals, and evaluate funding and partnership opportunities. We would return to Council with detailed findings and recommendations before moving forward with any commitments.

Your approval will allow us to bring back the most beneficial and cost-effective options for the City's consideration.

Respectfully,

Mayor Jackson M. Purfeerst

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Mayor
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MEMORANDUM

TO: City Council

DATE: August 10th, 2025

FROM: Mayor Jackson M. Purfeerst & City Administrator

SUBJECT: Proposal for Policy on City-Led Community Partnership Projects

Purpose:

The purpose of this proposed policy is to clearly define the process and responsibilities for partnerships between the City and community action groups. Our goal is to ensure projects are effectively coordinated, minimize confusion, and maintain accountability—while continuing to value and encourage community involvement.

Background:

Our community benefits greatly from the dedication of local organizations and volunteers. Their passion, ideas, and commitment have brought meaningful projects to life in Crosslake. However, in recent years, the absence of a formal process for initiating and managing these partnerships has sometimes led to overlapping responsibilities, communication gaps, and uncertainty in direction.

Policy Overview:

This policy would give the City formal leadership over all partnership projects with community groups. The intent is not to diminish volunteer involvement, but to ensure clear oversight, consistent decision-making, and efficient implementation.

Key Policy Points:

1. Project Proposal Process:

- Any community group wishing to partner with the City on a project will present the concept to the City Council.
- The Council will review the proposal and vote to either accept or decline the project.

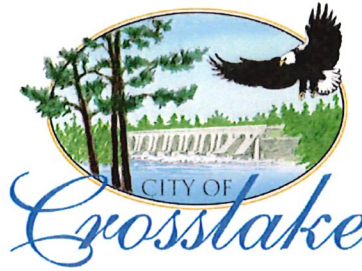
2. Project Assignment:

- If approved, the project will be assigned to the appropriate City commission for oversight.
- A designated City staff member will be appointed as the project lead to coordinate efforts, maintain timelines, and ensure alignment with City priorities.

3. Ongoing Collaboration:

- The appointed project lead will serve as the primary point of contact between the City and the community group.
 - Regular updates will be provided to the Council to ensure transparency and accountability.
-
-

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Acknowledgement of Our Volunteers:

We deeply appreciate the energy, expertise, and goodwill that our community groups and volunteers bring to Crosslake. This policy is designed to strengthen those partnerships by providing structure, reducing confusion, and ensuring the City can fulfill its responsibilities for the success of each project.

Recommendation:

I recommend the City Council adopt this policy to formalize our approach to community partnerships, improve efficiency, and ensure projects are delivered in a coordinated and responsible manner.

Respectfully,

Mayor Jackson M. Purfeerst