

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, JUNE 5, 2023
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, June 5, 2023 in City Hall. The following Commission Members were present: Tom Swenson, Mic Tchida, Bob Frey, and Gordon Wagner. Tim Berg was absent. Also in attendance were City Administrator Mike Lyonais, Public Works Director Pat Wehner, Park Director TJ Graumann, Council Liaison Dave Nevin, Council Member Marcia Seibert-Volz, City Engineer Phil Martin and City Clerk Char Nelson. There were two people in the audience.

1. The meeting was called to order at 4:00 P.M. by Tom Swenson.
2. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY GORDON WAGNER TO APPROVE THE MEETING MINUTES OF MAY 1, 2023. MOTION CARRIED WITH ALL AYES.
3. Dan Miller addressed the Commission and reported that he is interested in developing a piece of land on County Road 3, south of East Shore Road. Mr. Miller stated that his decision to purchase the property would depend on whether the City would require the development to be connected to municipal sewer. Because Mr. Miller would be building roads in the development, he would have to pay for the infrastructure under the street, which could be extremely expensive if it included sewer pipes. Mr. Miller stated that he has not decided whether to build storage units or houses. A lengthy discussion ensued regarding whether the City should require a developer to pay for the extension of City sewer. Dave Nevin was in favor of extending City sewer to all of the proposed lots. It was the consensus of the Commission to recommend that no municipal sewer would be required for proposed development if only the front lots on County Road 3 are platted.
4. Phil Martin provided a brief update on City projects. Casper Construction has reseeded areas, removed erosion control devices where appropriate, and addressed many of the punch list items on the Sewer Extension Project. The contractor still needs to address the manholes where the casting was placed too low. Staff needs to contact the property owners who have sprinkler systems needing repair to get quotes from their contractors.

The remaining punch list item for the 2022 Street Improvements was for grass to establish on Wild Wind Ranch Drive, which did not occur so the contractor has reseeded the areas. The Council agreed with the Anderson Brothers quote to repair drainage issues on Rushmoor Blvd contingent on a signed agreement with the Peitso's. That was obtained. Anderson Brothers was contacted, and they indicated they would be scheduling the work.

On May 23, 2023 the County Board approved a roundabout improvement and a pedestrian mobility improvement at the intersection of CSAH 3/66 that would remove the easterly

parking lane on CSAH 66. The project will now enter into the final design phase with construction planned for 2024.

Staff has completed the field pavement review for the Road Improvement Plan Development and will be moving on evaluating the information.

During 2022, staff was contacted by the owner at 11722 Manhattan Point Boulevard about street runoff that impacts their driveway. On May 16, 2023, Pat Wehner and Phil Martin investigated the situation by dumping water on Manhattan Point Blvd near the property to observe runoff patterns. Staff believes the situation can be addressed as follows: Complete the ditching in the existing north boulevard upstream (east) of the driveway. Replace driveway pavement from road edge to right-of-way location to create a high point and replace culvert. Obtain permanent stormwater easement with neighbor to the west (low area) which allows City to direct stormwater to the low area.

5. Patrick Wehner suggested that the City start thinking about additions to and expansion of the wastewater treatment plant. The cost for Bolton & Menk to prepare plans is \$30,000. Tom Swenson stated that staff is also looking to add security at the wastewater treatment plant at a cost of \$17,000 and questioned the need and whether these were in the budget. Mr. Wehner stated that there is approximately \$25,000 left in the Clarifier Project that could be used for security and access control to the wastewater plant. All the doors would have automatic locks and card readers so everyone that comes and goes would be recorded. The security would protect programming and computer systems. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY BOB FREY TO RECOMMEND THAT THE CITY COUNCIL INSTALL LOCKS AND KEYS AT THE WASTEWATER TREATMENT PLANT RATHER THAN A SECURITY SYSTEM. MOTION CARRIED WITH ALL AYES.

Patrick Wehner suggested that the City purchase a chipper or move the location of the brush pile to a safer site away from houses that are affected by smoke for multiple days. Dave Nevin stated that a chipper is a dangerous. Marcia Seibert-Volz suggested hiring someone to chip it. Patrick Wehner stated that the cost of that would be approximately \$6,000. No action was taken.

Patrick Wehner stated that there is continuous erosion issues on the right-of-way at 12886 Manhattan Point Blvd and suggested that the City vacate the Crosslake portion of the road since the road and water ends in Fifty Lakes. A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY BOB FREY TO RECOMMEND THAT THE CITY COUNCIL CONSIDER INITIATION OF VACATION OF RIGHT-OF-WAY BETWEEN 12886 AND 12880 MANHATTAN POINT BLVD CONTINGENT ON LEGAL OPINION THAT CITY WILL NOT BE LIABLE FOR DRAINAGE OR ROAD CONDITIONS ONCE VACATED. MOTION CARRIED WITH ALL AYES.

Patrick Wehner provided a quote for striping West Shore Drive, Pioneer Drive, Swann Drive, Fire Hall and Helipad at a cost of \$6,704. Mic Tchida reported that the striping on Manhattan

Point needs to be redone. Mr. Wehner will add Manhattan Point to the list which will not increase the quote much and will still be in the budgeted amount for the year.

Patrick Wehner reported that all of the radar signs are up.

TJ Graumann and Patrick Wehner reported that they are each in need of a part-time employee and are looking for a recommendation from their commissions to hire a full-time employee to help in both departments. Both reported that there are some tasks not getting done. Mike Lyonais stated that this position is not budgeted. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY GORDON WAGNER TO SUPPORT THE CONCEPT OF HIRING EMPLOYEE WHOSE TIME WOULD BE SPLIT BETWEEN PARKS AND PUBLIC WORKS TO HELP TAKE CARE OF FACILITIES. MOTION CARRIED WITH ALL AYES.

A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY MIC TCHIDA TO DIRECT STAFF TO OBTAIN QUOTES FROM LAWN CARE OPERATORS FOR WEED CONTROL SERVICES AND BRING QUOTES TO COUNCIL MEETING FOR ACTION. MOTION CARRIED WITH ALL AYES.

6. Bob Frey stated that he met Julie Gowan of JAG Interiors at a Chamber meeting and she reported that she has tried to contact the City and has not received a return call. Mr. Frey was unsure on whose voicemail a message was left.
7. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY GORDON WAGNER TO ADJOURN THE MEETING AT 6:15 P.M. AYES: ALL.



Charlene Nelson
City Clerk