

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, APRIL 7, 2025
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, April 7, 2025, in City Hall. The following Commission Members were present: Tom Swenson, Mary Prescott, Dave Schrupp, Gordon Wagner. Absent: Tim Berg. Also in attendance were Public Works Director Pat Wehner, City Council Member Robin Sylvester & City Engineer Phil Martin.

The meeting was called to order at 4:00 P.M. by Tom Swenson.

A MOTION WAS MADE BY MARY PRESCOTT AND SECONDED BY DAVE SCHRUPP TO APPROVE THE MEETING MINUTES FROM MARCH 3, 2025.
A ROLL CALL VOTE CARRIED WITH ALL AYES.

Pat discussed the letter received from Simply Rustic Floral Design, Melissa Krueger requesting construction of a crosswalk from the new sidewalk on the north side of CSAH 3 to the south side accessing her building. Pat discussed this with the County Highway Department and they are not supportive of a Mid-Block crosswalk. If we were to pursue this project in the future the city would need to add this to the budget and to pay for it.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO RECOMMEND TO THE CITY COUNCIL THAT BASED ON INPUT FROM THE COUNTY, THAT THE CITY NOT PURSUE A CROSSWALK AT THIS LOCATION.
A ROLL CALL VOTE CARRIED WITH ALL AYES.

Pat reviewed The Shared Cost Agreement from the County. The city will only chipseal the road going through the public works facility and not adjacent areas. A discussion was held regarding the City paying the County \$90,000 for maintenance services. The Commission would like to see a breakdown of what we are receiving and what the County is providing.

Pat will provide more information at the next meeting.

Pat discussed the new City of Crosslake Tree Policy for 2025. The commission would like to review the policy and discuss this at next month's meeting.

Pat discussed quotes received for sealcoating trails. Mike Schaefer Sealcoating, LLC was the lowest bid at \$39,209.00 using a sand mixture in the sealcoat. Another quote using aggregate chips came in at \$107,000. Phil and Pat agreed that we should hire Mike Schaefer Sealcoating.

The budget for chip sealing the Daggett Pine Road and West Shore Drive trails is \$60,000. Tom mentioned if we have the project under construction and it's under budget, that we consider having them look into the need for crackfilling West Shore Drive. Pat was asked to request a quote from Schaffer Sealcoating to crackfill West Shore Drive.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARY PRESCOTT TO RECOMMEND TO THE CITY COUNCIL TO PROCEED WITH THE QUOTE FROM MIKE SCHAEFER SEALCOATING, LLC FOR CRACKFILLING AND SEALING THE TRAILS ON WEST SHORE DRIVE AND DAGGETT PINE ROAD. A ROLL CALL VOTE CARRIED WITH ALL AYES.

Pat and Phil had no update on the parking lot and road accessing the proposed Bar Stock building. Bill Reed hasn't provided any plans yet. He will need to provide us with specs and plans before they can start. Discussion will be brought up at the next meeting.

Phil discussed Year 2, 2025 Road Construction Improvement Projects and stated that the bids came in under budget and lower than he expected. He discussed a Mock Assessment on the buildable lots involved in the project and noted there are quite a few non-conforming lots in Crosslake.

He will discuss this with Planning & Zoning Director Paul Satterlund.

Phil would like to review the benefits and formulas being used for 2 acre lots in the Nagel appraisal. The Bituminous bid for the mil and overlay came in at \$486,018.70. The mock assessment roll using the low end of the benefit range (\$2,500.00) would generate approximately \$600,000.00.

Final assessments should be completed by mid-August or September when actual costs are available. Roads will have some minor delays but will remain open during construction. Discussion was held regarding an inflation adjustment to the assessments and that a letter should be sent to affected property owners updating them on the project and providing a range of what the final assessment could be. Phil was asked to update the mock assessment for the May meeting using \$2,000.00 per lot for the assessment.

Harbor Lane bids were received with the lowest bid provided by DeChantal Excavating in the amount of \$519,068.99. Phil stated that they are a solid paving contractor. We are waiting to receive signed storm water easements from Kavanaugh and Arvig. Phil anticipates they will sign and return them in mid-April.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND TO THE CITY COUNCIL TO PROCEED WITH THE BID FROM DECHANTAL EXCAVATING IN THE AMOUNT OF \$519,068.99 FOR THE 2025 HARBOR LANE ROAD AND TRAIL IMPROVEMENTS. A ROLL CALL VOTE CARRIED WITH ALL AYES.

Phil discussed the Private Development Road (Cunningham) and stated he mailed out a letter to them and is waiting for a response. He will have an update at next month's meeting.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TOM SWENSON
TO ADJOURN THE MEETING AT 5:05 P.M.
A ROLL CALL VOTE CARRIED WITH ALL AYES.



Sharyl Murphy
Deputy Clerk/City Treasurer