

AGENDA
JOINT MEETING
SPECIAL CITY COUNCIL/PUBLIC WORKS COMMISSION
CITY OF CROSSLAKE
MONDAY, JUNE 7, 2021
4:00 P.M. – CITY HALL

CITY COUNCIL

1. City Council Call to Order
2. Approve Quote for Weed Control (Council Action-Motion)

PUBLIC WORKS

3. Public Works Commission Call to Order
4. Approve May 3, 2021 Meeting Minutes (Motion)
5. Road Right-of-Way Application from Leo Varley at 11341 Whitefish Ave (Motion)
 - a. Excerpt of Park & Rec Commission Draft Minutes of May 26, 2021
 - b. Email dated May 27, 2021 from Jason Baca Re: Varley 2nd Request
6. Email dated June 3, 2021 from John Graupman Re Sewer Project Update
7. Phil Martin – Update on Road Projects and Storm Water Quality Improvements
 - a. Email dated May 26, 2021 from Phil Martin Re: Soil Borings Map for ITT
 - b. Email dated June 3, 2021 from Phil Martin Re: PW Meeting Update
8. Other Business That May Arise
9. Public Works Commission Adjourn

CITY COUNCIL

10. City Council Adjourn

Weed Control for Community Center, Fire Hall, City Hall, Public Works and Cemetery

	<u>Abra</u>	<u>LA Lawncare</u>	<u>TruGreen</u>
Cost/App	\$2,889.36	\$5,370.90	\$4,466.00
Recommended Apps	2	2	5
Total	\$5,778.72	\$10,741.80	\$22,330.00

Note:

Abra's estimate only includes 1 application for the Community Center because Abra has already sprayed that facility this spring. To compare 'apples to apples', the above chart shows Abra's estimate as if didn't already spray the Community Center this year.

ABRA LANDSCAPING LLC

PO BOX 900
34186 COUNTY ROAD 3
CROSSLAKE, MN 56442



Estimate

Date	Estimate #
5/24/2021	7710

Name / Address
CITY OF CROSSLAKE 37028 COUNTY ROAD 66 CROSSLAKE, MN 56442

			Project
Description	Qty	Cost	Total
Broadleaf weed control to full cemetery	2	1,095.31	2,190.62T
Broadleaf weed control to fire station	2	200.84	401.68T
Broadleaf weed control to city hall approx 1.4 acres	2	192.97	385.94T
Broadleaf weed control to community center, (2) baseball fields soccer field , park, and ROW	1	1,339.24	1,339.24T
Broadleaf weed control to Public works approx 7,500 sf	2	61.00	122.00T
Contracts are to be paid 50% down & balance upon completion of the job. Down payments are non-refundable. If contract price is above \$15,000 additional draws will be required throughout project. Accounts that become more than 30 days past due will be assessed 18% finance charge. Abra Landscaping LLC reserves the right to charge any legal fees, collection costs & court fees involved in collection of any amounts unpaid.		0.00	0.00
BY SIGNING BELOW - I UNDERSTAND THAT ANY REPAIRS TO LAWN AREAS WILL BE DONE @ TIME & MATERIAL. ANY REPAIRS OR MODIFICATIONS TO SPRINKLER SYSTEMS WILL BE DONE @ TIME & MATERIAL.		0.00	0.00T
SIGNATURE_____			
DATE_____			
		Subtotal	\$4,439.48
		Sales Tax (0.0%)	\$0.00
		Total	\$4,439.48



Service Proposal

CITY OF CROSSLAKE
13888 DAGGETT BAY ROAD
CROSSLAKE, MINNESOTA 56442

Sales: Trevor John
City of Crosslake M2021
13888 Daggett Bay Road Crosslake, Minnesota 56442

Est ID: EST1350451

Date: May-18-2021

Thank you for letting us provide this proposal! At LA Lawn Care & Landscape our goal is simple, to enhance the beauty and value of your property while exceeding your expectations every step of the way!

EXTRA SERVICES	Visits	Billing Type	Visit Price	OK?
Lawn Treatment Services	2	Per Visit	\$5,370.90	<input type="checkbox"/>

Weed spraying Package for- Crosslake Community Center, City Hall, Fire Hall, Joint Maintenance Building, Cemetery- 19 Acers - 2 treatments / year

Herbicide used- On Deck® controls tough broadleaf weeds in a variety of environmental conditions with an advanced, concentrated formulation of dicamba and 2, 4-D. It features Moveo Formulation Technology to enhance coverage and improve compatibility with tank mix partners. On Deck also features pH reduction and buffering agents to prevent hard water problems **On Deck®**- Herbicide is used for controlling a wide variety of biennial, annual and perennial broad-leaf weeds and brush. This selective post-emergence herbicide is used in general farmstead areas, forest management and certain non-crop areas. On Deck can be used alone or tank mix with other listed products and other liquid fertilizer solutions. Once applied, On Deck is absorbed by plants and trans-locates through the plant's system. This herbicide can effectively interfere with the plant's growth hormones which kill and eliminates broad-leaf weeds. On Deck contains two active ingredients distinctively formulated to be tank mixed or used alone with other products as well as liquid fertilizer solutions.

Payment Terms and Conditions:

Invoicing is done at the end of each month. Payments are due within 30 days. Please stay current to avoid disruption of service.

At times, there will be unforeseen changes due to weather and other conditions present, LA Lawn Care will do our best to get back to your property as soon as possible to complete your service.

LA Lawn Care requires 7-day notification of cancellation. Please notify our office at 218-692-1107 or via email at office@lalawncare.net

Once we receive your request, we will make updates to the scheduling. There may be overlapping service dates, so please be aware.

**Please check the boxes next to the service(s) you would like to have scheduled. Please sign, date and return OR
REPLY TO THIS EMAIL GIVEING US CONSENT TO PROCEED. . Thank you!**

Customer Signature: _____ **Date:** _____

SERVICES OFFERED:

*MOWING SERVICE * SPRING & FALL CLEAN-UPS * ROOF & GUTTER CLEANING * FERTILIZATION & WEED CONTROL
* DEER REPELLANT * AERATION * OVER-SEEDING * SLIT SEEDING * DE-THATCHING * WOODCHIP & MULCH
REPLACEMENT * PRUNING & TRIMMING * WEEDING BEDS* LANDSCAPING & DESIGN * SOD & BLACK DIRT *
PATIOS & STEPS * FLAGSTONE / PAVERS *TREE WORK & STUMP GRINDING * SPRINKLER SYSTEM INSTALLATION *
FIREPITS & WALKWAYS * ROCK / BOULDER / BLOCK WALLS * BEACH SAND BLANKETS * BUFFER ZONE *
PLANTINGS * PLANT FERTILIZER * RIP RAP & SHORE LINE WORK * PRESSURE WASHING * DECK RESTAINING *
PEST CONTROL * DEER REPELLENT * SNOW PLOWING & SHOVELING * ICE DAM STEAMING * WINDOW WASHING *
CABIN CLEANING & MAID SERVICE * BEACH MAINTENANCE * MOSQUITO & TICK CONTROL*



DATE May 21, 2021

4657 Morehouse Dr.
Pequot Lakes MN 56472
218 829-3410 or 1-866-249-9264

Bill To Address

City of Crosslake
Attn: T.J. Graumann
14126 Daggett Pine Rd
Crosslake, MN 56442

Prepared by: Jeremy Ryder
218.821.0106

Comments or special instructions:

For best results and a weed free lawn we recommend our full 5 application program of lawn care as quoted below.

Description	
Cemetery - Including Overflow	
Fire Department	
Public Works Building	
City Hall	
Community Center - No Shut Down Time	
Note: Sales Tax Not Included	
Per Application	\$ 4,466.00

Thank you for the opportunity to provide you an estimate for your property.

SPECIAL JOINT COUNCIL MEETING
WITH PUBLIC WORKS COMMISSION
CITY OF CROSSLAKE
MONDAY, MAY 3, 2021
4:00 P.M. – CITY HALL

The Council for the City of Crosslake met in a Special Joint Session with the Public Works Commission on May 3, 2021. The following Council Members were present: Mayor Dave Nevin, John Andrews and Aaron Herzog. Dave Schrupp attended via Zoom. The following Commission Members were present: Doug Vierzba, Gordie Wagner, Mic Tchida, and Tom Swenson. Also present were Public Works Director Ted Strand, City Clerk Char Nelson, City Administrator Mike Lyonais, Zoning Administrator Jon Kolstad, Park Director TJ Graumann, and City Engineer Phil Martin. There was one audience member on Zoom.

1. Mayor Nevin called the Special Council Meeting to order at 4:00 P.M.
2. Public Works Commission Chair Doug Vierzba called the Public Works Commission Meeting to order at 4:00 P.M.
3. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY GORDIE WAGNER TO APPROVE THE SPECIAL JOINT COUNCIL/PUBLIC WORKS COMMISSION MEETING MINUTES OF APRIL 5, 2021. MOTION CARRIED WITH ALL AYES.
4. Phil Martin presented a proposal from Bolton & Menk for engineering services for the delayed 2021 road improvement projects. The projects for 2022 include full depth reclamation and reconstruction of Wild Wind Ranch Drive, full depth reclamation of Rushmoor Boulevard and Rushmoor Trail, and full depth reclamation of Birch Narrows Road. Although the feasibility study from 2020 recommended mill and overlay for Whitefish Avenue, Hilltop Drive, Woodland Drive and Cool Haven Lane, Bolton & Menk will consider pavement patching and aggregate chipseal as an alternate improvement for 2022. Phil Martin recommended that construction on Harbor Lane be delayed until 2023 so that staff has time to consider easements, drainage and potential trail planning.

The proposal fee assumes that Bolton & Menk will need to provide field survey services for an assumed 50' width to obtain the information necessary for design and construction plan preparation. The cost could be reduced if Bolton & Menk can obtain some of that information from WSN. The preliminary services include an improvement timing update, setup of information gathering platform (Input ID) for residents to use to find information and give input to staff, setup of public information meetings, update of the Feasibility Report previously prepared, and facilitation of the Public Improvement Hearings.

Tom Swenson arrived at 4:07 P.M.

Phil Martin reviewed the scope of each road project. Geotechnical services will be done on Wild Wind Ranch Drive, Birch Narrows, Rushmoor Boulevard, Rushmoor Trail, and Harbor Lane at an estimated cost of \$3,000. Survey costs are estimated at \$22,150 and engineering services are estimated at \$33,650. The total estimate of \$58,500 is proposed to be billed as

hourly work, not to exceed the total fee. A lengthy discussion ensued regarding the assessment policy, costs for 2022 budget, soil borings, overlays, and high use roads. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY GORDIE WAGNER TO RECOMMEND THAT CITY COUNCIL APPROVE BOLTON & MENK PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES FOR DELAYED 2021 ROAD IMPROVEMENTS AT AN ESTIMATED COST OF \$58,500. MOTION CARRIED WITH ALL AYES.

5. Ted Strand presented a memo regarding 2021 capital expenses and a request to purchase equipment and services. Mr. Strand noted that the Council asked that department heads try to reduce expenses in order to move any extra funds to legal expenses. Mr. Strand stated that the quote for chip sealing came in on budget, striping came in \$9,000 over budget and crack sealing came in \$32,000 over budget. Mr. Strand was able to decrease the budget for the Joint Public Works Facility by \$31,500 because the County cut their share of the budget for that building. Mr. Strand stated that he could reduce his capital equipment budget by \$55,000 by postponing some purchases to 2022. The City sold two trucks from the Public Works Department and the proceeds were approximately \$40,000. Mr. Strand suggested that \$85,900 be reallocated for other purposes as the Council sees fit. A discussion ensued regarding the proposed equipment and costs of the items Mr. Strand planned to purchase in 2021. Tom Swenson stated that he is in favor of purchasing shouldering equipment because there are many areas that need repairs. Dave Nevin suggested hiring Anderson Brothers to patch roads rather than purchasing a hot box for \$35,000. Dave Nevin also suggested hiring an excavator to level trails and repair drainage swales rather than purchasing a 6-way dozer blade for \$5,350. Tom Swenson stated that Ted Strand did a good job of reallocating funds in his budget and stated that he was in favor of the purchases. A MOTION WAS MADE BY GORDIE WAGNER AND SECONDED BY TOM SWENSON TO RECOMMEND THAT CITY COUNCIL APPROVE CAPITAL PURCHASES AS PRESENTED IN THE AMOUNT OF \$65,000 AND APPROVE THE STRIPING, CHIP SEALING AND CRACK SEALING PROJECTS. MOTION CARRIED WITH ALL AYES.

Ted Strand stated that the cost of crack sealing will be increasing in the near future and asked the Council to consider making a motion today to move forward with that project while the quote was still valid. Aaron Herzog and Dave Schrupp stated that it is important to maintain the roads. MOTION 05SP1-01-21 WAS MADE BY DAVE SCHRUPP AND SECONDED BY AARON HERZOG TO APPROVE THE 2021 CRACK SEALING PROJECT AT AN ESTIMATED COST OF \$72,000. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

6. At its last meeting, the Commission reviewed an application from Leo Varley to vacate the Hillcrest Beach public right-of-way on Whitefish Ave. Zoning Administrator Jon Kolstad addressed the Commission and stated that the Council will be considering that request at its meeting on May 10th. Should the Council deny the request, Mr. Varley has proposed an alternative solution of moving the right-of-way to the east end of his lots. Mr. Kolstad stated that the City Attorney told staff that the Council could decide to move the right-of-way at the meeting on the 10th without re-noticing the property owners and without input from the Pack Commission and Public Works Commission. A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MIC TCHIDA TO RECOMMEND THAT THE CITY

COUNCIL REQUIRE THE APPLICANT TO REAPPLY FOR THE PROPOSED RELOCATION OF THE PUBLIC RIGHT-OF-WAY AND THAT THE APPLICATION BE REVIEWED BY THE PARK COMMISSION AND PUBLIC WORKS COMMISSION BEFORE COUNCIL CONSIDERATION. A discussion ensued regarding the condition of the proposed property site and whether residents would be able to use it to reach the lake. The current right-of-way is cleared. Gordie Wagner stated these public accesses were created for a reason and that they should be left as is. MOTION CARRIED WITH ALL AYES.

7. There being no further business at 5:05 P.M., MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDIE WAGNER TO ADJOURN THE PUBLIC WORKS MEETING. MOTION CARRIED WITH ALL AYES.
8. MOTION 05SP01-02-21 WAS MADE BY JOHN ANDREWS AND SECONDED BY AARON HERZOG TO ADJOURN THE SPECIAL CITY COUNCIL MEETING AT 5:05 P.M. ROLL CALL VOTE WAS TAKEN AND MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk



City of Crosslake

218.692.2688 (Phone) 218.692.2687 (Fax)

Receipt Number: 969706

Date of Approval: _____ **Denial:** _____ by City Clerk



**CHRISTENSEN
& LAUE PLLC**
ATTORNEYS AT LAW

JOSEPH J. CHRISTENSEN†*
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MICHAEL D. TINGUM**
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TELEPHONE (952) 927-8855
FACSIMILE (952) 927-5427

†REAL PROPERTY LAW SPECIALIST
CERTIFIED BY MINNESOTA STATE
BAR ASSOCIATION
*ALSO ADMITTED IN WISCONSIN
**ALSO ADMITTED IN NORTH DAKOTA

JANET C. EVANS
Of Counsel

May 11, 2021

HAND DELIVERED

Mr. Jon Kolstad
Planning & Zoning Administrator
City of Crosslake
13888 Daggett Bay Road
Crosslake, MN 56442

Re: Leo Varley/Hillcrest Beach Right-of-Way Vacation

Dear Jon:

In accordance with the action taken by the City Council at its meeting last evening, I am writing on behalf of Mr. Varley to re-submit his Right-of-Way Vacation Application for the Hillcrest Beach Right-of-Way which runs through his property at 11341 Whitefish Ave., Crosslake, MN.

Please find enclosed the following materials submitted as part of this application:

1. Right-of-Way Application signed by Mr. Varley as the property owner, and by me as his authorized agent.
2. Right-of-Way Application Checklist signed by Mr. Varley as the property owner, and by me as his authorized agent.
3. Tax Identification Numbers and legal descriptions for Mr. Varley's four lots.
4. Certificate of Survey (updated) from Land Design Solutions dated April 28, 2021. Note that the enclosed updated Certificate of Survey shows a "Proposed New Easement" 20 feet in width lying along the eastern edge of Lot 13, Block 30, Manhattan Beach Second Addition, which is the most easterly parcel owned by Mr. Varley.
5. The legal description for the new easement area is also attached on a separate sheet.
6. My check paid to the City of Crosslake in the amount of \$100 in payment of the agreed re-application fee on behalf of Mr. Varley. As you know, the remainder of the standard \$1,000 application fee has been waived by the City Council.

Subject to the approval of this Application by the Crosslake City Council vacating the Hillcrest Beach Right-of-Way, Mr. Varley is willing to agree to the following conditions:

- a. Mr. Varley will grant a new easement over the most easterly 20 feet of Lot 13, Block 30, depicted as the "Proposed New Easement" on the enclosed Certificate of Survey.
- b. Mr. Varley will clear a walking path through the Proposed New Easement area so that members of the public can walk from Whitefish Avenue through the Proposed New Easement to the top of the bluff overlooking Whitefish Lake. The clearing will be conducted in a manner so that no significant healthy trees are removed. Accordingly, it is anticipated that the walking path will "meander" on its course through the new easement area.
- c. Mr. Varley will have Lot 13, Block 30 and the vacated Hillcrest Beach area combined into a single tax parcel for property tax purposes.
- d. If required by the City, Mr. Varley will place markers on the sidelines of the new easement at the boundary between the Whitefish Avenue Right-of-Way and the new easement area, and midway between Whitefish Avenue and the bluff to indicate the sideline locations of the new easement area.


Please see that notification of this application is published and mailed in accordance with the City Ordinance, and that this matter is placed on the next available agendas for the next available meetings of the Parks Commission, the Public Works Commission, and the City Council. As discussed at last night's Council meeting, we understand that it is not necessary for this matter to be reviewed by the Planning & Zoning Commission.

If there are any questions or problems in regard to this application, please contact me immediately.

Thank you for your assistance in regard to the foregoing.

Very truly yours,

CHRISTENSEN & LAUE, PLLC



Joseph J. Christensen
Attorney at Law

JJC/pk

Enclosures

cc: Brad Person, City Attorney (via email w/encl.)
Char Nelson, City Clerk (via email w/encl.)
Leo Varley (via email w/encl.)
Kevin McCormick (via email w/encl.)



RIGHT-OF-WAY VACATION APPLICATION CHECKLIST

Crosslake City Hall

13888 Daggett Bay Rd, Crosslake, MN 56442

Phone: (218) 692-2688 Fax: (218) 692-2687

Email: cityclerk@crosslake.net

Website: www.cityofcrosslake.org

1. All items on all pages must be completed in ink and submitted in an application before it will be processed. Incomplete applications will not be accepted and will be returned to the applicant(s).
2. The application must be submitted in the current property owner's name. If using an agent, an "Authorized Agent Form" must be submitted with the application. The land owner or agent must sign the application.
3. A Certificate of Survey must be submitted with the ROW Vacation application according to Chapter 42, of the City of Crosslake Code of Ordinances. **City staff (Public Works, Parks & Recreation and City Attorney) will coordinate with the applicant** to determine what information listed below is required to be on the survey:
 - Graphic scale
 - North point
 - Bearing/coordinate system
 - Date of preparation
 - Legal description of subject parcel boundary and resulting parcels
 - Property boundary with sufficient survey and mathematical data to locate and retrace the boundary
 - Location of right of ways, public roads and easements of record
 - Structure setbacks including all pertinent dimensions
 - Area of parcel(s) in square feet and acres
 - Total area of the parcel and area above ordinary high water elevation level, if riparian
 - Wetland Delineation
 - Buildable area of parcel(s)
 - Building envelope
 - Location, square footage and height of all existing and proposed structures/additions
 - Location of all wells (existing and proposed) and septic systems
 - Location and size of existing and proposed driveways, roads and easements
 - Nonconforming structure setbacks including all pertinent dimensions
 - Bluff or steep slopes including all pertinent dimensions and setbacks
 - Shoreline and ordinary high water elevation line, if riparian
 - Impervious coverage calculations
 - Right-of-Way area immediately adjacent to the parcel, to include all of the area to be vacated
4. For vacation by Petition: The original signed Petition that includes the majority of the owners on a front footage basis (per Chapter 42, Div. 3, Sec. 42-260)
5. Completed statement of why you are asking the City to vacate the Right-of-Way.
6. Include the \$1,000.00 non-refundable application fee. Make check payable to "City of Crosslake".
7. Accurate parcel ID#s must be given. (Parcel IDs are shown on your tax statement).
8. Locate and mark your property lines or lot corner monuments and stake out or flag the proposed project area(s) so they are clearly visible to the Public Works Commission and Park Board for their on-site visits.

9. When the application and all accompanying plans have been completed, you can mail or deliver the information to the Crosslake Planning and Zoning Office, Crosslake City Hall, 13888 Daggett Bay Rd, Crosslake, MN 56442. The appropriate fee must accompany all applications. Please make check payable to "City of Crosslake".
10. If your vacation application is approved, you must still obtain all necessary permits before starting your project(s) if applicable.
11. The applicant is responsible for securing any other local, state or federal permits that may be required. If the application involves work in wetlands, additional permits and approvals will be required to comply with the Minnesota Wetland Conservation Act and U.S. Army Corps of Engineers regulations.
12. Public hearing per Chapter 42 - No decisions will be made on an applicant's request at the Commission meetings. Approval or denial of application is determined by the City Council.

The applicant or agent hereby makes application for a ROW Vacation agreeing to do all such work in accordance with all City of Crosslake Ordinances. Applicant or agent agrees that application, surveys and other attachments submitted herewith are true and accurate. Applicant or agent agrees, that in making application for a vacation, applicant grants permission to City of Crosslake, at reasonable times to enter applicant's premises to determine compliance of that application with any applicable county, state or federal ordinances or statutes. If any of the information provided by the applicant in his/her application is later found or determined by the City to be inaccurate, the City may revoke the vacation based upon the supply of inaccurate information.

I have fully read and fully understand the above instructions. I hereby swear that all information provided in this application is true and correct.

Signature of owner(s)  Date 5/11/21

Signature of authorized agent(s)  Date 5/11/21

Varley Property Property Numbers and Legal Descriptions

1. Property ID# 1414903001300009
Property Description (from Property Tax Statement)
CITY OF CROSSLAKE
Sec: 1 TWP:137.0 RG: 28 W: Lot:013 BLK: 030 ACRES:
MANHATTAN BEACH SECOND ADDITION
Lot 13 Block 30

EASEMENT IS LOCATED BETWEEN PROPERTY #1 AND PROPERTY #2

2. Property ID# 141490310010009
Property Description (from Property Tax Statement)
CITY OF CROSSLAKE
SEC: 1 TWP: 137.0 RG: 28 W: LOT:001 BLK: 031 ACRES:
MANHATTAN BEACH SECOND ADDITION
LOT 1 BLOCK 31
3. Property ID# 141490310020009
Property Description (from Property Tax Statement)
CITY OF CROSSLAKE
SEC: 1 TWP: 137.0 RG: 28 W: LOT:002 BLK: 031 ACRES:
MANHATTAN BEACH SECOND ADDITION
LOT 2 BLOCK 31
4. Property ID# 141490310030009
Property Description (from Property Tax Statement)
CITY OF CROSSLAKE
SEC: 1 TWP: 137.0 RG: 28 W: LOT: 003 ACRES
MANHATTAN BEACH SECOND ADDITION
LOT 3 BLOCK 31

Proposed New Easement

An easement for pedestrian ingress and egress, over and across that part of Lot 13 Block 30, Manhattan Beach Second Addition according to the plat of record in the office of the County Recorder, Crow Wing County, Minnesota more particularly described as follows:

Commencing at the northwest corner of Lot 1 Block 31, said plat; thence North 66 degrees 29 minutes 48 seconds East assumed bearing, a distance of 120.06 feet, to the point of beginning of the easement to be described; thence continuing North 66 degrees 29 minutes 48 seconds East 20.00 feet to the northeasterly corner of Lot 13 Block 30 said plat; thence South 25 degrees 38 minutes 18 seconds East, along the easterly line of said Lot 13 Block 30 a distance of 343.4 feet, more or less, to the shoreline of Whitefish Lake; thence southwesterly along said shoreline to an intersection with a line bearing South 25 degrees 38 minutes 18 seconds East, from the point of beginning; thence North 25 degrees 38 minutes 18 seconds West 330.9 feet, more or less, to the point of beginning.

Certificate of Survey

Lots 1,2,3 Block 31 Lot 13 Block 30 Manhattan Beach Second Addition
Section 1 T137 N Rng 28 W Crow Wing County, Minnesota

Legal Descriptions of Record

Warranty Deed Document No. T242191

Lot 13, Block 30, in Manhattan Beach Second Addition

Subject to flowage easement deeds Book 31 of Deeds, Page 129 and Book 57 of Deeds, Page 602

Certificate of Trust Document No. 0202387

Lots 1,2, and 3, Manhattan Beach Second Addition according to the plat thereof on file or of record
in the office of the Registrar of Title in and for Crow Wing County, Minnesota.

Proposed Hillcrest Beach Vacation Legal Description

That part of vacated Hillcrest Beach, Manhattan Beach Second Addition according to the plat of record in the office of the County Recorder, Crow Wing County, Minnesota more particularly described as follows:

Commencing at the northwest corner of Lot 1 Block 31, said plat; thence North 66 degrees 29 seconds 48 minutes East assumed bearing, along the northerly line of said Lot 1 Block 31 a distance of 30.00 feet; thence southeasterly along a tangential curve, concave to the southwest, radius 30.00 feet, central angle 90 degrees 00 minutes 00 seconds 47.10 feet; and the chord of said curve bears South 68 degrees 30 minutes 12 seconds East, to the point of beginning of the tract to be described; thence returning northwesterly along said tangential curve, concave to the southwest, radius 30.00 feet, central angle 90 degrees 00 minutes 00 seconds, 47.10 feet; and the chord of said curve bears North 68 degrees 30 minutes 12 seconds West; thence North 66 degrees 29 minutes 48 seconds East 80.06 feet; thence along a non-tangential curve, concave to the southeast, radius 30.00 feet, central angle 90 degrees 00 minutes 00seconds, 47.10 feet; and the chord of said curve bears South 21 degrees 29 minutes 48 seconds West; thence South 25 degrees 38 minutes 18 seconds East 314.50 feet, more or less, to the shoreline of Whitefish Lake; thence southwesterly along said shoreline to an intersection with a line bearing South 25 degrees 38 minutes 18 seconds East, from the point of beginning; thence North 25 degrees 38 minutes 18 seconds West 300.00 feet, more or less, to the point of beginning.

Proposed New Easement

An easement for pedestrian ingress and egress, over and across that part of Lot 13 Block 30, Manhattan Beach Second Addition according to the plat of record in the office of the County Recorder, Crow Wing County, Minnesota more particularly described as follows:

Commencing at the northwest corner of Lot 1 Block 31, said plat; thence North 66 degrees 29 minutes 48 seconds East assumed bearing, a distance of 120.06 feet, to the point of beginning of the easement to be described; thence continuing North 66 degrees 29 minutes 48 seconds East 20.00 feet to the northeasterly corner of Lot 13 Block 30 said plat; thence South 25 degrees 38 minutes 18 seconds East, along the easterly line of said Lot 13 Block 30 a distance of 343.4 feet, more or less, to the shoreline of Whitefish Lake; thence southwesterly along said shoreline to an intersection with a line bearing South 25 degrees 38 minutes 18 seconds East, from the point of beginning; thence North 25 degrees 38 minutes 18 seconds West 330.9 feet, more or less, to the point of beginning.

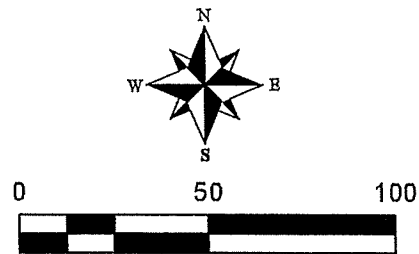
Impervious Surface Calculations

Existing House	1,972 Sq. Ft. +/-
Existing Guest House	680 Sq. Ft. +/-
Water Orientated Structure	60 Sq. Ft. +/-
Existing Garage	634 Sq. Ft. +/-
Existing Concrete	721 Sq. Ft. +/-
Existing Gravel Drive	3,579 Sq. Ft. +/-

Total Impervious Surface Area 7,646 Sq. Ft. +/-

Total Impervious Surface Area $\frac{7,646 \text{ Sq. Ft. +/-}}{61,356 \text{ Sq. Ft. +/-}} = 12\%$
Total Area Lots 1,2,3, Block 31

Area of Proposed Road Vacation 7,059 Sq. Ft. +/-



Existing Parcel ID. No.

Parcel ID. No. 14010703
Parcel ID. No. 14010704
Parcel ID. No. 14010705
Parcel ID. No. 14010706

Legend

- Found Survey Monument
- Set 5/8" Rebar Cap No. 15294
- (R) Record Distance
- (M) Measured Distance
- P.O.C. - Point of Commencement
- P.O.B. - Point of Beginning

Existing Zoning is "Shoreland"
General Development Lake Setback = 75'
Structure Side Line Setback = 10'
Structure Roadway Setback = 35'
Structure Setback Top of Bluff = 30'

Found 1 2" Rebar
Cap No. 13336

Whitefish Lake
GENERAL DEVELOPMENT
CLASSIFICATION
Ordinary High Water Elevation = 1229.57

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON
THE CROW WING COUNTY COORDINATE SYSTEM

Land Design Solutions
Complete Land & Construction Services
11821 Lake Trail Crosslake Minnesota 56442
218-800-0854
landdesignsolutions.co

Signature

John J. Hinzmann Jr. Registration No. 15294

I hereby certify that this survey was completed by me, or under my direct supervision and that I am a duly licensed Land Surveyor of the state of Minnesota.

Certificate of Survey

Prepared For: Leo Varley

DATE 04/28/2021 SCALE 1" = 100' PROJECT NO. 21-011

Crosslake Park/Library Commission
Excerpt of May 26 *Draft* Minutes

ROW Vacation Application – Varley Request

After discussion at the Council level, Joseph Christiansen, representing Mr. Varley, subsequently requested changes to the original vacation request to include a relocation of the original ROW for the previously denied vacation. If required by the City, Mr. Varley would place markers to indicate the new location for ROW users. Discussion ensued.

Jon Kolstad was asked to explain the new proposal and placement of relocated ROW. When asked, he recommended the new version of the vacation request with the following conditions:

1) path would be cleared, marked and paid for by Mr. Varley; 2) path placement would maximize distance from adjacent property owner; 3) path would end a minimum of 30' from the top of the bluff; 4) the City would supervise the project. After further discussion the following motion was entertained:

Motion: to recommend ROW vacation to relocation on Mr. Varley's property with the conditions laid out by Jon Kolstad as well as, the addition of the following condition: 5) path should be 36" wide to meet ADA requirements. Kristin/Ann Favor: 4 Opposed: 1

Pw 5 b.

From: jason baca <ecocafemx@hotmail.com>

Sent: Thursday, May 27, 2021 9:12 PM

To: tgraumann@crosslake.net

Subject: Varley 2nd request

Please forward to City Clerk and Council

Dear City Council,

Thank you for preserving the Hillcrest Public Beach.

As a resident who know longer can afford to miss any work because of time and money I am asking That the request just be denied, based on the fact we are quite happy with Hillcrest Beach in its current condition and allowing Varley any special requests after the illegal damage he already did showing a disrespect for public spaces.

Future considerations I would make.

How many hours of commissions and city employees have spent on this vacation request? Should Varley reimburse the city for all these expenses? How many lawyer fees have we paid? How many mailings? Many neighbors still did not know what was going on.

-Recommendation on variances and special property vacations to save the City money and staff a lot of time to do other relevant city work to keep a prudent and fiscally responsible govt as you have over the years.

---Make the Property owner Varley pay city lawyers expenses and city staff time devoted to this.

--- Make the subject Property owner contact the neighbors legally required to contact for special requests

And have them sign a paper saying they agree to the request or why the oppose?

Once they contacted them with filled out forms they can prevent them to council and PNZ for a much more rapid and efficient process that would cost less to the taxpayers.

Once the subject property has the neighbors opinions they could then apply for the variance or CUP or whatever they are applying for.

In this case Varleys case would have been never got listened too, if you knew ahead of time what his plans were and TJ and the city would have saved tons of time and money. Why- because the neighbors would have said they used the public space and would have been denied based on that alone.

My opinion is just to DENY his request as I don't see any benefit to any adjacent land owner that the public access was intended for. The benefit is solely for Varley. There are plenty of trees to safely walk down to Hillcrest beach right now that I am quite happy with. Every property owner in the country has to incur liability if another person comes into his property and gets hurt. I have cows and am not wealthy and struggle to make any profit but I still assume the risk that someone may get hurt trespassing, so I have property insurane. His liability claim is pretty much mute.

Thanks for all your help in providing an equal and objective outcome, protecting every one's rights and public spaces.

PW 6.

From: John Graupman

Sent: Thursday, June 3, 2021 12:49 PM

To: publicwk@crosslake.net; [Phil Martin](#)

Subject: Project Update

Ted – Quick project update. We have clarifier equipment scope nearly finalized with the supplier. The scum system is unique for this retrofit and that is the primary item getting resolved at this point after which we will have review drawings for you. The plan we had that we are still working on is a full radius rotating assembly to allow manual scum removal. Lakeside is looking at an option to use this type of skimmer in a fixed location with a scum arm to automate the project. That is getting reviewed for structural supports and clearance of these from the inlet pipe and stilling well. The original Lakeside equipment drawing for the existing conditions is attached for reference.

I am trying to coordinate our electrical engineer next week for a site visit to look at the various instrumentation items on the list for inclusion in this project. Let me know if there are any days you would not be available.

I envision advertising potentially later this month already. Give me a call with any questions. Thanks!

John Graupman, P.E. (MN, IA, NE, ND)

Principal Environmental Engineer

Bolton & Menk, Inc.

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City of Crosslake

From: Phil Martin <Phillip.Martin@bolton-menk.com>
Sent: Wednesday, May 26, 2021 9:40 AM
To: Ted Strand
Cc: Char Nelson; Mike Lyonais (mlyonais@crosslake.net); Andrew Beadell
Subject: Delayed 2021 Road Improvements - Update
Attachments: Soil Borings Map for ITT.pdf

Ted

Attached is the soil boring map that was provided to ITT to complete their work. These locations have been marked in the field. ITT intends to do their work on Friday of this week. This date could change, but that is the latest information we have.

Additionally, we intend to begin field survey services next week. Utility locate requests are being placed this week.

Finally, we have the InputID platform created and I will be creating an update letter for the City to send out to properties along the proposed improvement areas. The letter will provide a brief update, include a link to the InputID platform that can be used to provide input, and inform the property owners of a public information meeting to be held in mid to late July and an improvement hearing to be held in late August.

Let me know if you have questions but really just wanted to make you and others aware in the event the City receives questions regarding the activity.

Thanks

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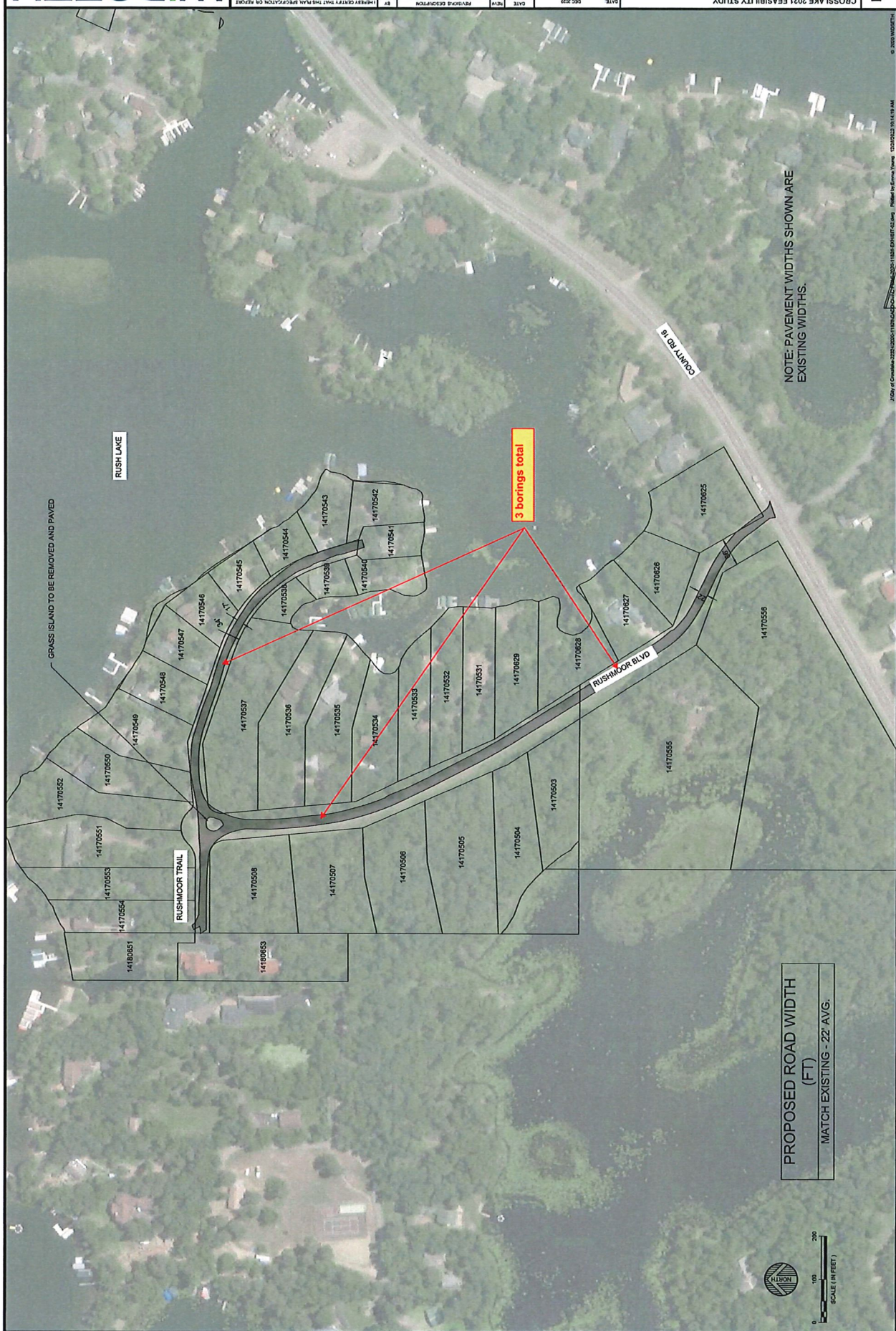




NYC

PROPOSED ROAD WIDTH
(FT)

MATCH EXISTING - 22' AVG.







City of Crosslake

From: Phil Martin <Phillip.Martin@bolton-menk.com>
Sent: Thursday, June 3, 2021 12:43 PM
To: Ted Strand
Cc: Char Nelson
Subject: PW Meeting Update

Hi Ted

Our update is as follows:

CSAH 66 Sanitary and Storm Water Quality Improvements – Plans are complete. We recommend easement acquisition discussions begin at the bio-retention areas and along the trail property areas regarding service installation. Additionally, we believe a second plan submission to utility companies should be completed to understand their timing needs to address any conflicts they have in the event the City decides to proceed with construction. The Storm Water Grant the City received expires December 31, 2022.

2022 Road Improvements (aka delayed 2021 Road Improvements) – Soil investigation borings began on Wednesday, June 2, 2021 and should be completed this week. Our survey crews began field work this week and plan to complete their field work by next week. We are working with the City Attorney to obtain title information for parcels along Harbor Lane where the City lacks easement. The InputID platform has been constructed and will be made live for input/comment soon. In addition, we will be preparing a letter for the City to send out to previously notified residents that will provide an update regarding the project status, identify the opportunity to submit comments on Input ID, note that an Information Meeting opportunity is planned for mid to late July 2021 and that the tentative schedule for the project improvement hearing will be in mid to late August 2021.

I intend to attend the Public Works meeting to answer questions if necessary.

Thanks

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