

AGENDA
PUBLIC WORKS COMMISSION
CITY OF CROSSLAKE
MONDAY, FEBRUARY 5, 2024
4:00 P.M. – CITY HALL

1. Call to Order
2. Election of Officers (Motion)
3. Approval of December 4, 2023 Minutes (Motion)
4. Memo dated February 2, 2024 from Char Nelson Re: Request to Vacate Portion of Road Right-of-Way (Motion)
5. Letter dated January 31, 2024 from Andrew Erickson Re: Driveway Entrance (Motion)
 - a. Memo dated February 2, 2024 from Char Nelson Re: Request to Allow Driveway to Crossover City Land and to Eliminate Utility Easement
6. Zac Zetah of Bolton & Menk – Review Plat of Cemetery Addition (Motion)
 - a. Memo dated February 1, 2024 from Char Nelson Re: Area Comparison of Prices for Cemetery Lots
7. Memo dated February 2, 2024 from Phil Martin Re: Project Updates
8. Update on Fuel, Maintenance, and Lease Contracts at Joint Maintenance Facility
9. Discuss Possibility of Using Salt Brine Rather than Pure Salt
10. Other Business That May Arise.
11. Adjourn

Motions from Public Works Meeting Held 12/04/223. (All Members were present.)

Approval of November 6, 2023 Minutes:

Motion by Mic Tschida, seconded by Gordy Wagner to approve the November 6, 2023 Minutes – Motion carries with all ayes.

Nagell Appraisal & Consulting – 2024 Road Projects:

Motion by Bob Frey, seconded by Mic Tschida to hire Nagell Appraisal for an opinion of market benefit range for the 2024 Mill and Overlay area along 1.9 - mile segment of Daggett Pine Road – Motion carries with all ayes.

Chip Seal Community Center Parking Lot:

Motion by Tim Berg, seconded by Gordy Wagner to include the community center parking lot in the 2024 chip sealing program – Motion carries with all ayes.

Striping Machine:

Motion by Mic Tschida, seconded by Tim Berg to purchase a striping machine using funds not used in 2024 for road striping. Pat to come back with detailed cost update and recommendation – Motion carries with all ayes.

Motion to Adjourn:

Motion at 4:58 PM by Tim Berg, seconded by Gordy Wagner to adjourn the meeting – Motion carries with all ayes.

2023 12.04.2023 Motions from Public Works Meeting.docx

MEMO TO: Public Works Commission

FROM: Char Nelson, City Clerk

DATE: February 2, 2024

RE: Request to Vacate Portion of Road Right-of-Way

The Public Works Commission reviewed a preliminary request from Dale Lange to vacate a portion of the road right-of-way on Bay Shores Road at its meeting in November 2023. The Commission suggested that staff obtain a legal opinion.

City Attorney Joe Langl has stated, *“This property was platted in 1973, including Bay Shore Road (plat attached). From the outset, the Road right-of-way was 66’ wide, so if the cabin was in fact built nine years later, it was not sited correctly. I do not know what your zoning ordinance looked like back then, but now the Code appears to require that the cabin be set back 35 feet from the road.*

Is the road setback the only nonconforming aspect of this property? Unless I’m missing something, even if six feet is added to his lot, it is still nonconforming because the cabin is still too close to the road right-of-way.

Even the proposed expansion appears to be too close to the ROW.

Also, your code is not clear as to whether an expansion is even allowed. Section 26-138 states that existing nonconforming structures may be continued but not expanded. In the next sentence, however, it states that an expansion that meets setbacks does not require a variance, implying that an expansion that does not meet setbacks would require a variance. Those two sentences are not consistent.

So, the City first has to determine if any expansion is allowed. If it is, he needs a variance, and would still need one even if six feet were added to his lot because the cabin is still too close, so a road vacation does not eliminate the variance requirement.

If there is no road vacation, I suggest getting an encroachment agreement so that this matter is of record. That would help clear his title. Then, if the cabin is ever torn down, the agreement terminates and any future structure would have to meet then-current setbacks.”

Attached is official Vacation Application from Dale Lange which was accompanied by \$1,000 fee, DRT Application which explains why he is seeking vacation, photo of map and Certificate of Survey.

City Hall: 218-692-2688
Planning & Zoning: 218-692-2689
Fax: 218-692-2687



13888 Daggett Bay Rd
Crosslake, Minnesota 56442
www.cityofcrosslake.org

Road Right-of-Way (ROW) Vacation Application

Property Owner(s) Date Lange Trust Phone Number 320-250-4918
Property Address 16402 Bay Shores Road Crosslake MN 56442
Mailing Address 20578 317th St Avon MN 56310
Email digger.date@hotmail.com
Parcel Number(s) 141-040-010-040-009
Do you own land adjacent to the right of way? Yes No
Authorized Agent NIA
Agent Address NIA
Agent Phone Number NIA
Signature of Property Owner(s) N Date _____
Signature of Authorized Agent NIA Date _____

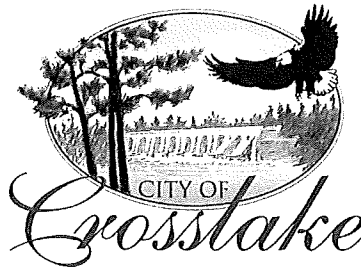
- \$1,000 Application Fee Payable to "City of Crosslake"
- All applications must be accompanied by a signed Certificate of Survey
- No decisions will be made on an applicant's request at the Commission meeting(s). Approval or denial of applications is determined by the City Council at a public hearing as per MN Statute 462 and the City Code, Chapter 42

For Office Use:

Application accepted by _____ Date _____

Date of Approval: _____ Denial: _____ by PW Commission
Date of Approval: _____ Denial: _____ by Park Commission
Date of Approval: _____ Denial: _____ by City Attorney
Date of Approval: _____ Denial: _____ by DNR (60 days to review)

City Hall: 218-692-2688
Planning & Zoning: 218-692-2689
Fax: 218-692-2687



13888 Daggett Bay Rd
Crosslake, Minnesota 56442
www.cityofcrosslake.org

**Road Right-of-Way Vacation
Development Review Team (DRT)
Meeting Application**

Property Owner(s) Dale Large Trust Phone Number 320-250-4918

Property Address 16402 Bay Shores Rd Crosslake MN

Mailing Address 20578 317th St Avon MN 56310

Email digger.dale@hotmail.com

Parcel Number(s) 14020525

Signature [Signature] Date 8/31/2023

Reason to vacate parcel: The first bldg permits that were issued in 1982 were 30' from the gravel road. Now the road is

black topped and the Bldg is 31 LF from the black top edge. The Bldg is 2.9 LF in the road right away and we would like to get the Bldg out of the right away. We would like to vacate 60', Right now there is a 66' right away, thus would change it to a 60' right away. This will put the property line 28 LF from the road edge and the south side of the road edge to the property line at B

(Please submit a site sketch, Certificate of Survey, and/or photos if applicable)

TJ rec'd on 9-1-23

No decisions will be made on an applicant's request at the DRT meeting. Submittal of an application after DRT does not constitute approval. Approval or denial is determined by the Crosslake City Council at a public meeting as per MN Statute 462.

DRT meetings are held Oct 18 at 2:00 (Subject to change due to holiday schedule). The meetings are held in City Hall, 13888 Daggett Bay Road, Crosslake, MN 56442. For more information call 218-692-2688.

From: Alex Kuhn <alex@breenandperson.com>

Sent: Friday, November 17, 2023 8:12 AM

To: cityclerk@crosslake.net;

Subject: RE: Lange potential vacation

His cabin is partly in right of way. Options are move cabin (not happening), limited use agreement or vacate. We often do limited use agreement for minor structures like outbuilding or driveway but that agreement says may need to move on 90 day notice. Since main cabin, a vacation does make sense to me so he has clean title - - he would need surveyor to give us proposed legal of bump out and formally apply

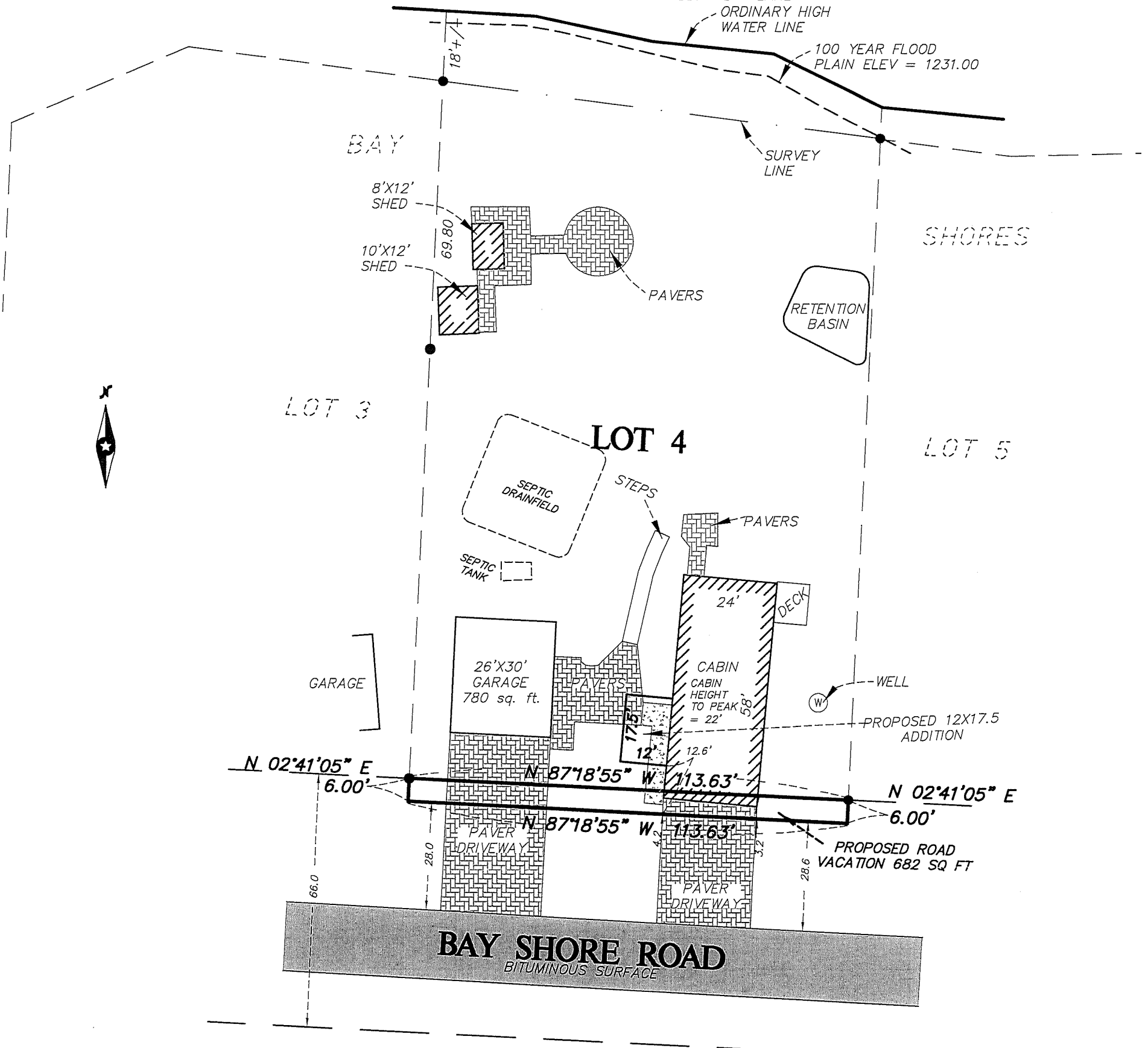


These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Date: 11/3/2023 Time: 10:35 AM

LITTLE PINE LAKE

GENERAL DEVELOPMENT LAKE

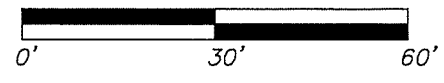


GENERAL NOTES: (PER DOCUMENT # 950806)

Lot Four (4), Block One (1), Bay Shores.
Crow Wing County, Minnesota.

LEGEND

- DENOTES FOUND MONUMENT
- DENOTES SET 1/2"x14" IRON PIPE WITH CAP # 50319



PROPOSED ROAD VACATION DESCRIPTION:

The North 6 feet of Bay Shore Road, per the record plat of BAY SHORES, lying easterly of the southerly extension of the west line of Lot 4, Block 1, BAY SHORES and westerly of the southerly extension of the east line said Lot 4, Block 1, BAY SHORES, Crow Wing County, Minnesota.

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly licensed LAND SURVEYOR under the laws of the State of Minnesota.

Terry T. Strus

Terry T. Strus
Date: 12/1/23 License No. 50319

1. Bearings shown are based upon the Crow Wing County Coordinate System.
2. PID # 14020525

Date: 12/1/23

Lakes Area
SURVEYING
LLC.

24314 SMILEY ROAD, SUITE C
NISSWA, MN 56468
OFFICE (218) 961-0090



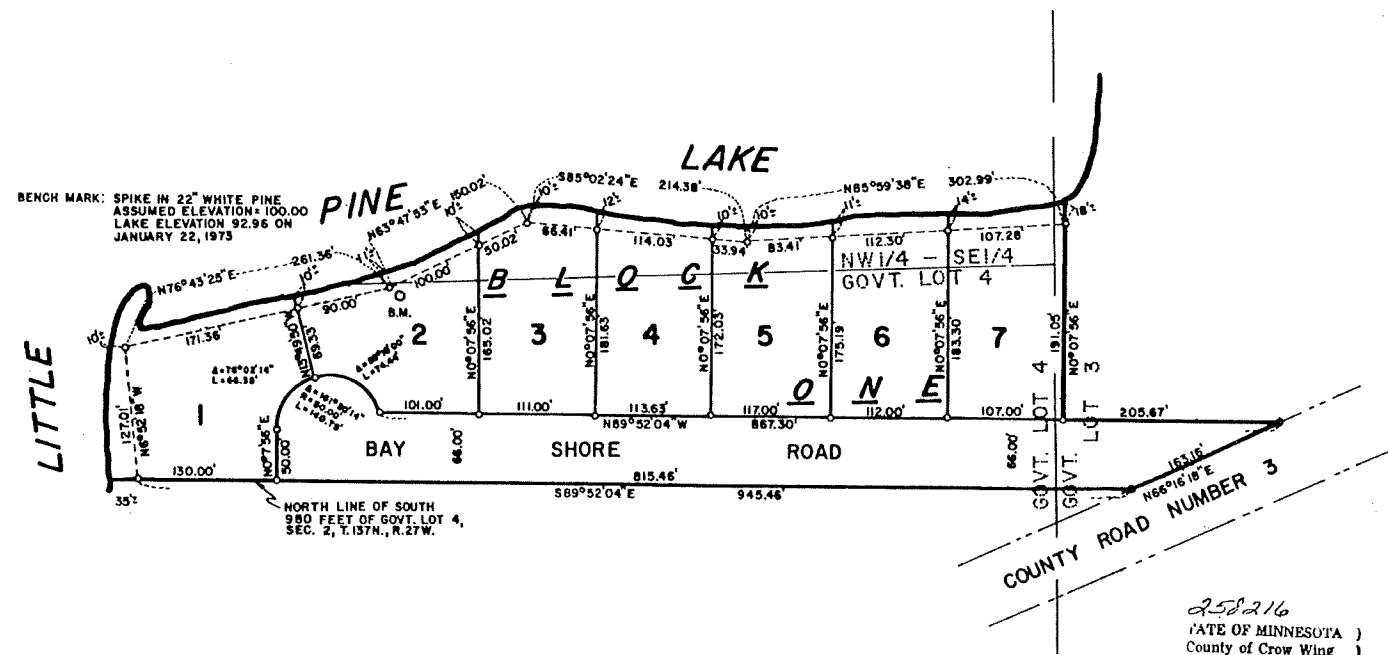
Crew: EAN/JJ
Checked: PDH
Drawn: TTS
Record Drawing by/date:

DALE LANGE

16402 BAY SHORES ROAD
CROSSLAKE, MN 56442

CERTIFICATE OF SURVEY

BAY SHORES



KNOW ALL MEN BY THESE PRESENTS: THAT LEISURE PROPERTIES INC., A MINNESOTA CORPORATION IS THE OWNER OF THAT PART OF GOVERNMENT LOT 3 AND GOVERNMENT LOT 4 AND PART OF THE NORTHWEST QUARTER OF THE SOUTHEAST QUARTER (NW1/4-SE1/4), SECTION 2, TOWNSHIP 137 NORTH, RANGE 27 WEST OF THE FIFTH PRINCIPAL MERIDIAN IN CROW WING COUNTY, MINNESOTA, DESCRIBED AS FOLLOWS: BEGINNING AT THE IRON MONUMENT ON THE NORTH LINE OF THE SOUTH 980 FEET OF SAID LOT 4 WHERE SAID NORTH LINE INTERSECTS THE NORTHWESTERLY RIGHT OF WAY LINE FOR COUNTY ROAD NUMBER 3; THENCE NORTH 66 DEGREES 16 MINUTES 18 SECONDS EAST 163.18 FEET ALONG SAID COUNTY ROAD RIGHT OF WAY LINE; THENCE NORTH 89 DEGREES 52 MINUTES 04 SECONDS WEST 205.67 FEET; THENCE NORTH 0 DEGREES 7 MINUTES 56 SECONDS EAST 209.05 FEET, MORE OR LESS, TO THE SHORE OF LITTLE PINE LAKE; THENCE WESTERLY AND SOUTHERLY ALONG SAID SHORE TO A POINT THAT BEARS NORTH 89 DEGREES 52 MINUTES 04 SECONDS WEST FROM THE PLACE OF BEGINNING; THENCE SOUTH 89 DEGREES 52 MINUTES 04 SECONDS EAST 880.46 FEET, MORE OR LESS, TO THE PLACE OF BEGINNING, AND BEING DESIROUS OF PLATTING SAID LAND INTO LOTS, HAS HAD THE SAME SURVEYED AND THE ANNEXED PLAT THEREOF MADE ACCORDING TO THE STATUTES IN SUCH CASES, MADE AND PROVIDED; THE NAME OF THIS PLAT SHALL BE BAY SHORES, BAY SHORES ROAD AS INDICATED ON THE PLAT IS HEREBY DEDICATED TO THE PUBLIC. ALL LOTS EXTEND TO THE WATERS EDGE OF LITTLE PINE LAKE, SUBJECT TO RESERVATIONS OR RESTRICTIONS OF RECORD, IF ANY.

IN WITNESS WHEREOF, THE SAID OWNER HAS CAUSED THESE PRESENTS TO BE EXECUTED THIS 7TH DAY OF MARCH, 1973.

WITNESSES: *Dean M. Anderson*
Walter Curo

LEISURE PROPERTIES INC.
By: *Orvel L. Nelson*
ORVEL L. NELSON, PRESIDENT
By: *Betty J. Rice*
BETTY J. RICE, VICE PRESIDENT

STATE OF MINNESOTA)
COUNTY OF CROW WING) SS

ON THIS 7TH DAY OF MARCH, 1973, BEFORE ME, A NOTARY PUBLIC WITHIN AND FOR SAID COUNTY, PERSONALLY APPEARED ORVEL L. NELSON AND BETTY J. RICE TO ME PERSONALLY KNOWN, WHO, BEING EACH BY ME DULY SWORN DID SAY THAT THEY ARE RESPECTIVELY THE PRESIDENT AND THE VICE PRESIDENT OF LEISURE PROPERTIES INC., A MINNESOTA CORPORATION, AND THAT THE SEAL AFFIXED HEREON IS THE SEAL OF SAID CORPORATION, AND THAT THE FOREGOING DEDICATION WAS SIGNED AND SEALED IN BEHALF OF SAID CORPORATION BY AUTHORITY OF ITS BOARD OF DIRECTORS, AND SAID ORVEL L. NELSON AND BETTY J. RICE ACKNOWLEDGE SAID DEDICATION TO BE THE FREE ACT AND DEED OF SAID CORPORATION.

MY COMMISSION EXPIRES: *MARY M. LING*
JAN. 15, 1976

Mary M. Ling
NOTARY PUBLIC
CROW WING COUNTY, MINNESOTA

I, DEAN M. ANDERSON, REGISTERED LAND SURVEYOR NO. 3091, DO HEREBY CERTIFY THAT I HAVE, AT THE INSTANCE OF THE OWNERS, MADE THE ABOVE MENTIONED SURVEY AND PLAT OF BAY SHORES AND THAT ALL INFORMATION SHOWN HEREON IS CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. THERE ARE NO WET LANDS OR PUBLIC ROADS OTHER THAN SHOWN ON THE PLAT ON THIS LAND. IRON MONUMENTS HAVE BEEN PLACED AT THE POINTS INDICATED ON THE PLAT FOR GUIDANCE OF FUTURE SURVEYS. THE BOUNDARIES OF THE PLAT ARE CORRECTLY SHOWN.

Dean M. Anderson
REGISTERED LAND SURVEYOR
MINNESOTA REG. NO. 3091

STATE OF MINNESOTA)
COUNTY OF CROW WING) SS

ON THIS 7TH DAY OF MARCH, 1973, BEFORE ME, A NOTARY PUBLIC IN AND FOR SAID COUNTY, PERSONALLY APPEARED DEAN M. ANDERSON, TO ME WELL KNOWN TO BE THE PERSON DESCRIBED IN AND WHO EXECUTED THE FOREGOING CERTIFICATE AND HE HEREBY ACKNOWLEDGES THE SAME AS HIS FREE ACT AND DEED.

MY COMMISSION EXPIRES: *MARY M. LING*
JAN. 15, 1976

Mary M. Ling
NOTARY PUBLIC
CROW WING COUNTY, MINNESOTA

258216
STATE OF MINNESOTA)
COUNTY OF CROW WING) SS
I hereby certify that the within instrument was filed in this office for record on the 14th day of March A.D. 1973, at 2 o'clock P.M., and was duly recorded in Book *107* on page *107*.
Mabel E. Gorman
Register of Deeds

BEARINGS ASSUMED
SCALE: 1" = 100'
0" 1/2" IRON PIPE WITH PLASTIC CAP STAMPED R.L.S. 3091

I, EINER R. ANDERSON, AUDITOR FOR CROW WING COUNTY, MINNESOTA, DO HEREBY CERTIFY THAT THE TAXES ON THE LANDS DESCRIBED HEREON HAVE BEEN PAID FOR THE YEARS PRIOR TO 1973.

Einer R. Anderson
AUDITOR
CROW WING COUNTY, MINNESOTA

THIS PLAT OF BAY SHORES WAS APPROVED BY THE COUNCIL FOR THE VILLAGE OF CROSSLAKE, MINNESOTA, THIS DAY OF FEB. 9, 1973.

ATTEST:
CLERK *R. E. Schalaus*

E. R. Anderson
MAYOR

OFFICE OF REGISTER OF DEEDS
CROW WING COUNTY, MINNESOTA
I have carefully compared the within copy of Plat of Bay Shores with this office for record this 14th day of March, 1973, at 2 o'clock P.M., and was duly recorded in Book *107* on page *107*.
Mabel E. Gorman
REGISTER OF DEEDS
Deputy.

City Clerk

From: ANDREW ERICKSON <builtxandy@gmail.com>
Sent: Wednesday, January 31, 2024 10:13 PM
To: City Clerk
Subject: driveway entrance



IRONSCALES couldn't recognize this email as this is the first time you received an email from this sender builtxandy@gmail.com

Hi Char,

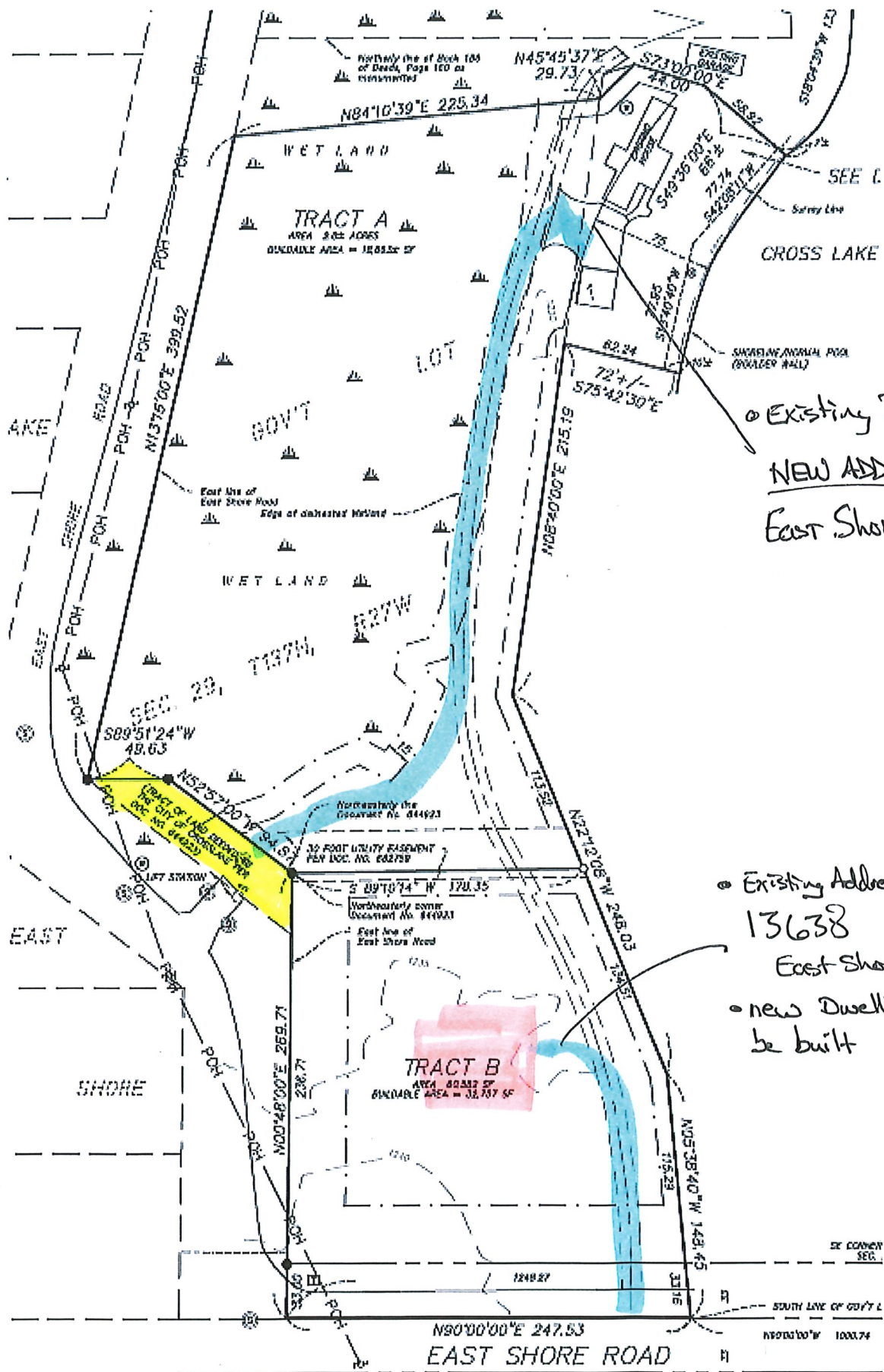
I talked to Patrick at the end of October. With the information I received, I asked him if we could go over sewer caps with 2" of class 5. He told me they won't have to get to them. Because Patrick was out of state he sent over a guy to cap the smaller holes on the cover. I installed the new driveway across my field and over sewer covers connecting to the tar. We listed the lake home and signed a purchase agreement. Now the buyer's title search is asking for documentation that approves the driveway through the city deeded property. (parcel #14290776)

Jon and Cheryl helped me get everything together and the surveyor adjusted the lot size for a multi-family dwelling. Then DRT approved the splitting of my 4 acres on East Shore RD. We applied the new e911 (34792 East Shore Blvd) to the lake home. The county placed it on the wrong lot corner. We then placed the existing address: 13638 East Shore Rd. on the outer lot. Then after Cheryl helped me understand the checklist. I received the permit to build my home on my vacant lot. The new build cut off the lake home from access to East Shore Road. John told me to stake out the new driveway. When I was ready, he made his site visit for the footings and driveway. He approved footers then we measured the driveway stakes to verify they were not encroaching on delineation flags. He had me move one stake on the driveway and said everything looked good. He told me I needed to call Ted about how to incorporate his sewer covers. I talked to Ted and he was fine with covering them, and said they will not need to enter those covers. He also said that the easement running between split lots would never be needed. This was developed for the sewer to connect to townhomes, but they ended up coming directly from East Shore Road.

With what Ted said, removing the easement would benefit the two lots also keeping any kind of structures away from the wetland.

I am hoping you can help me acquire the documents needed so as not to lose this sale. Hope this is possible. The easement is not as important to me, as 80% of it is on the buyer's land, they have not asked for this.

Thanks, Andrew Erickson



Existing Dwelling
NEW ADDRESS
East Shore Blvd

Existing Address
13638
East Shore Rd
new Dwelling to be built

EAST SHORE ROAD

City of Crosslake Request for New E-911 Address:



Name of Property Owner: Andrew Erickson

Current Mailing Address: 13638 East Shore Road

City, State, Zip Code: Crosslake, MN 56442

Phone Number: (218) 851-0202

E-mail: Builtxandy@gmail.com
(must be legible to email you your new address)

Parcel Number: 14290775

Section: 29 Township: 137 Range: 27 or 28

Legal Description: THAT PART OF GOV. LOT 1 SEC 29 TW 137N RANG 27W CROW WING COUNTY - COMMENCE @ SE CORNER N 900

Type of Driveway: Marked-Not Started Driveway Existing Approach Existing

How is the location of the driveway staked: only one side staked @ 15' from wetland delineation then 12' from stakes

What is the name of the road (must be spelled correctly with the correct Suffix-St, Ln, Dr...) your driveway intersects: E Shore Blvd.

Which side of the road is your structure on: N S E W

If your driveway is new and/or requires a county permit, do you have an entrance approval and a permit from the proper road authority - county highway department or city public works department? Yes No

County Permit Number 1/A

If your driveway is a private driveway, does it serve three or more properties? If yes please contact Crosslake Planning & Zoning 218-692-2689

Property Owner Signature: Andrew D Erickson

Date: 10-04-2021

FEE: \$100.00 for Residential and Commercial Payable to "City of Crosslake"

For Office Use Only

<input checked="" type="checkbox"/> Application Received Date: <u>10-4-21</u>	<input checked="" type="checkbox"/> Receipt Number: <u>969755</u>
<input checked="" type="checkbox"/> Application Received By: <u>CS</u>	<input type="checkbox"/> Flagged E911 locate Date:
<input type="checkbox"/> GPS Points Date:	<input type="checkbox"/> GPS Coordinates:
<input checked="" type="checkbox"/> Online Application Date: <u>10-11-2021</u>	<input type="checkbox"/> E911 Letter Received Date:

587166.49

282947.06

5. a.

MEMO TO: Public Works Commission

FROM: Char Nelson, City Clerk

DATE: February 2, 2024

RE: Request to Allow Driveway to Cross Over City Land and to Eliminate Utility Easement

Andy Erickson is requesting that the City Council allow the existing driveway on Parcel #14290775 remain in place, which crosses over City Parcel #14290776 and that the existing Utility Easement (Exhibit B) on Parcels 14290775 and 14290806 be eliminated. The City has a lift station and manhole covers for the municipal sewer system on Parcel 14290776.

In 2021 Mr. Erickson divided Parcel 14290775 into two parcels as shown on Exhibit A. There was one driveway on the survey when the lot was split, which served the only dwelling that existed. Mr. Erickson then began construction on a new building on Parcel 14290806 and changed the configuration of the driveway on the northern parcel so that it was no longer shared with the southern parcel (Exhibit D). Because of the large wetland (Exhibit C) on the northern parcel, the new driveway was forced to cross over City Parcel 14290776.

This issue was discovered when Pat and I were doing an assessment search for the sale of Parcel 14290775. The closing date is scheduled for March 15.

I sent Mr. Erickson's letter to our City Attorney and this was his reply:

"None of those people (former PW Director, former Zoning Director) had authority to grant Erickson permission to use that City parcel as a driveway. Furthermore, there is no easement of record that Erickson can rely on. Legally, it does not appear that he has access.

When the parcel was split, what was the discussion about access? Normally a parcel cannot be split unless both lots have access to a public road. Is there any record of that discussion at the time of the split approval? Was he intending to have a shared driveway, using his original one? Can he come in off of Wetland Drive to the north?

His proposed driveway is awfully close to the lift station, and there does not appear to be any protective bollards or anything else preventing him from sliding right into the equipment in the winter.

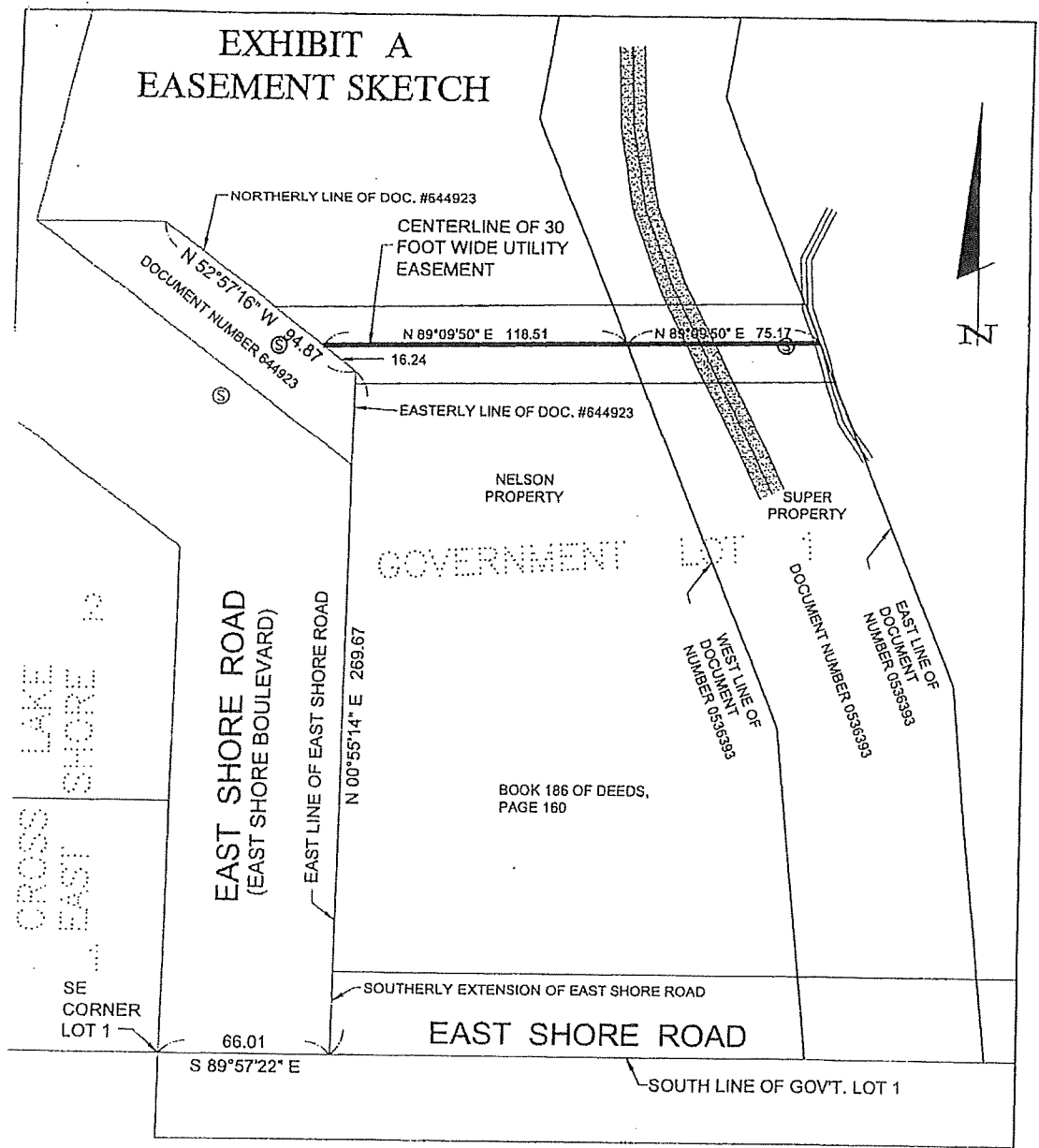
It is ultimately up to the Council to decide what to do with this, but it would be very unusual for a city to allow a private driveway across a city-owned parcel with a lift station in the middle of it."




These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

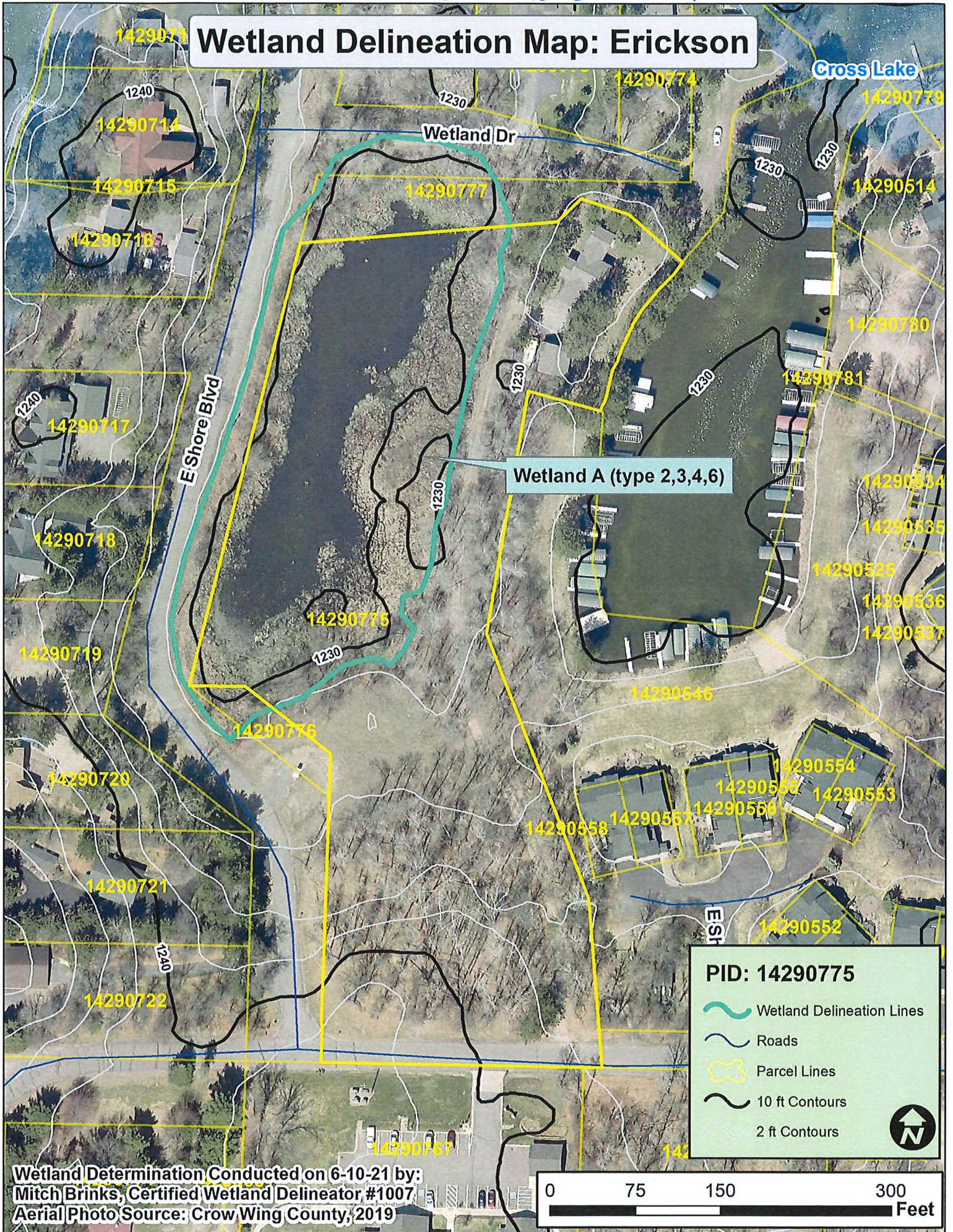
Date: 10/25/2023 Time: 3:08 PM

Exhibit A

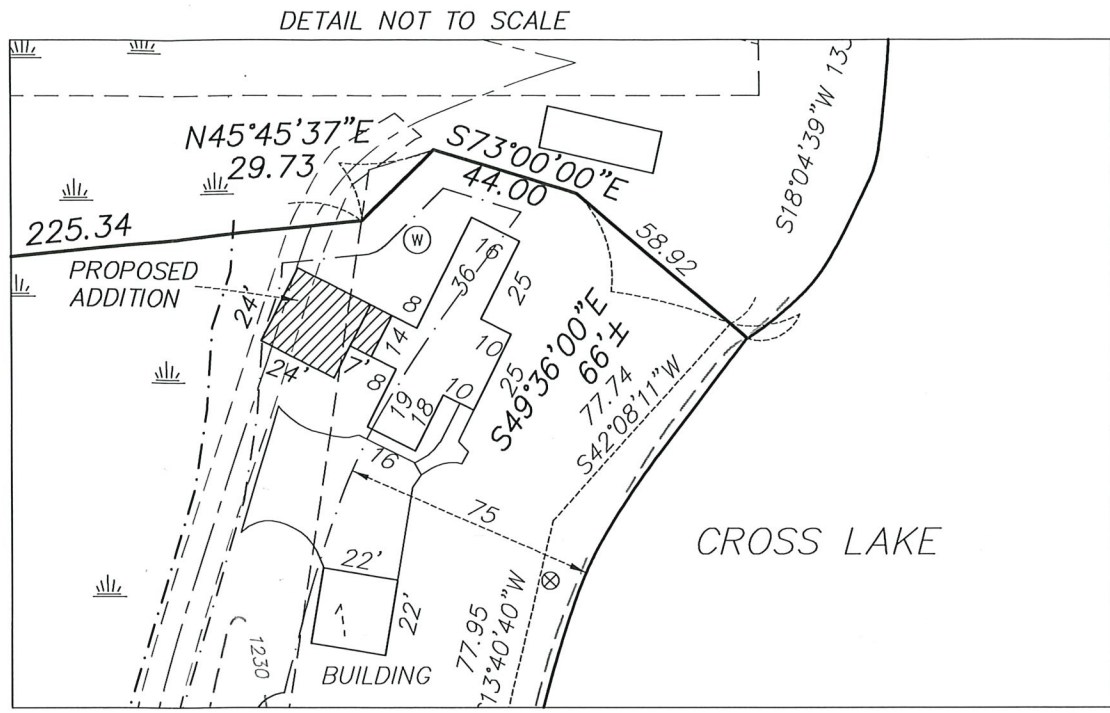
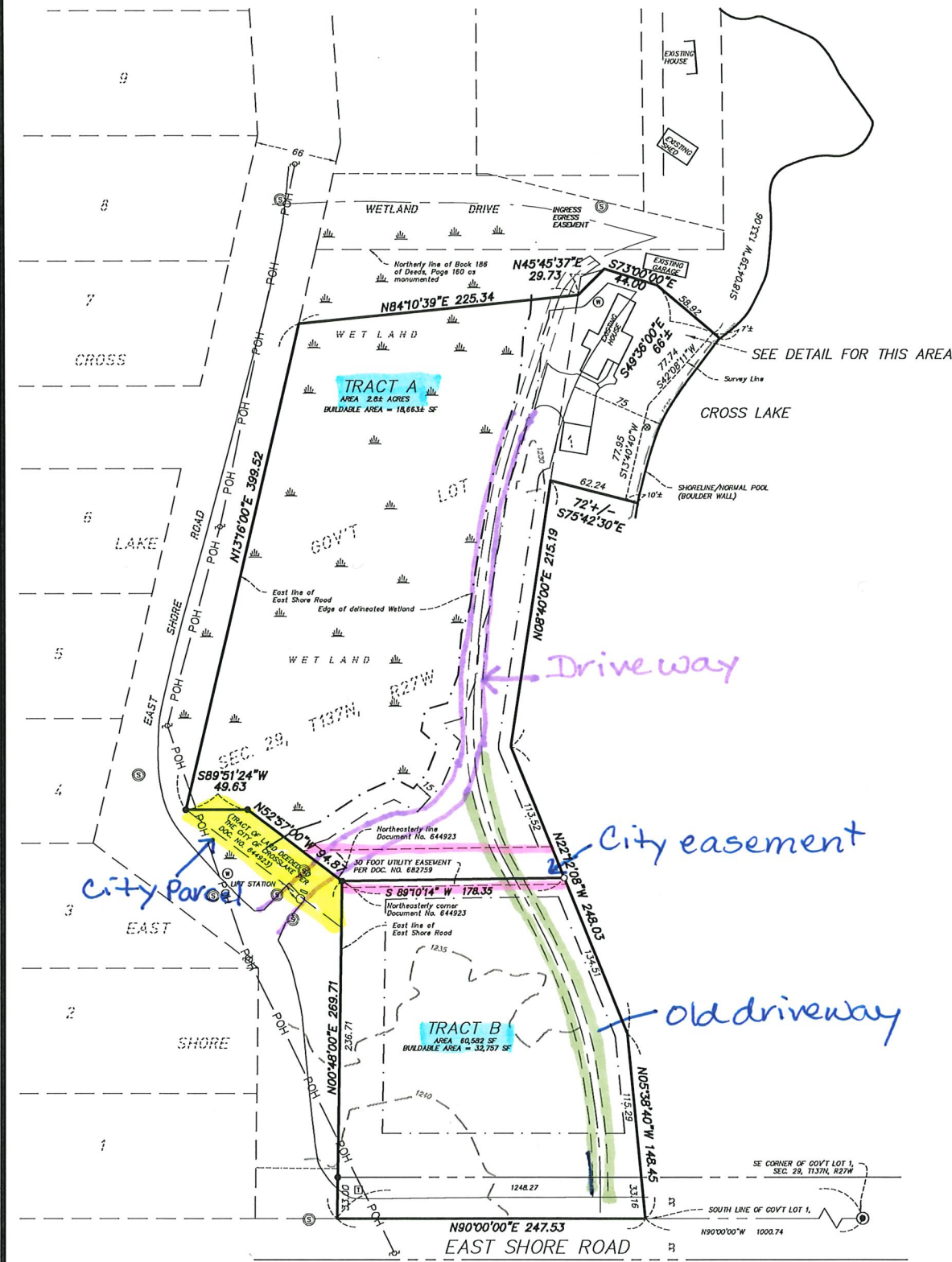


DRAWN BY: RJF	FILE NO: 041345	DATE: 10-07-04
EASEMENT SKETCH		
Doug Nelson East Shore Landing Association P.O. Box 574 Nisswa, MN 56468		 <p>Landecker & Associates, Inc. Engineering · Surveying · Planning Pequot Lakes, MN 56472 Phone: 1-888-866-4940 Fax: 218-568-5404</p>

Wetland Delineation Map: Erickson



Wetland Determination Conducted on 6-10-21 by:
Mitch Brinks, Certified Wetland Delineator #1007
Aerial Photo Source: Crow Wing County, 2019



- LEGEND**
- ☐ TELEPHONE BOX
 - ⊙ WELL
 - ≡ WETLAND
 - ⊛ STEEL/WOOD POST
 - ⊙ POWER POLE
 - ⊙ SANITARY MANHOLE
 - POH — POWER OVERHEAD
 - DENOTES FOUND MONUMENT AS NOTED
 - DENOTES SET 1/2"x14" IRON PIPE WITH CAP # 45875

Proposed Legal Description Tract A

That part of Government Lot 1, Section 29, Township 137 North, Range 27 West, Crow Wing County, Minnesota, described as follows:

Commencing at the southeast corner of said Government Lot 1; thence North 90 degrees 00 minutes 00 seconds West, assumed bearing, along the south line of said Government Lot 1, a distance of 1000.74 feet; thence North 05 degrees 38 minutes 40 seconds West, a distance of 148.45 feet; thence North 22 degrees 12 minutes 08 seconds West, a distance of 248.03 feet; thence North 08 degrees 40 minutes 00 seconds East, a distance of 215.19 feet to the point of beginning of the tract to be described; thence reversing course South 08 degrees 40 minutes 00 seconds West, a distance of 215.19 feet; thence South 22 degrees 12 minutes 08 seconds East, a distance of 113.52 feet; thence South 89 degrees 10 minutes 14 seconds West 178.35 feet to the east line of East Shore Road, according to the recorded plat of CROSS LAKE EAST SHORE, as on file in the office of the County Recorder, Crow Wing County, Minnesota; thence North 52 degrees 57 minutes 00 seconds West along the northeasterly line of said tract of land, a distance of 94.87 feet; thence South 89 degrees 51 minutes 24 seconds West along the northerly line of said tract, a distance of 49.63 feet to the east line of said East Shore Road; thence North 13 degrees 16 minutes 00 seconds East along said east line, a distance of 399.52 feet; thence North 84 degrees 10 minutes 39 seconds East, a distance of 225.34 feet; thence North 45 degrees 45 minutes 37 seconds East, a distance of 29.73 feet; thence South 73 degrees 00 minutes 00 seconds East, a distance of 44.00 feet; thence South 49 degrees 36 minutes 00 seconds East, a distance of 66 feet, more or less, to the shoreline of Cross Lake; thence southwesterly and southerly along said shoreline to the intersection with a line which bears South 75 degrees 42 minutes 30 seconds East from the point of beginning; thence North 75 degrees 42 minutes 30 seconds West, a distance of 72 feet, more or less, to the point of beginning.

Said parcel contains 2.8 acres, more or less, and is subject to all easements, restrictions, and reservations of record, if any.

Proposed Legal Description Tract B

That part of Government Lot 1, Section 29, Township 137 North, Range 27 West, Crow Wing County, Minnesota, described as follows:

Commencing at the southeast corner of said Government Lot 1; thence North 90 degrees 00 minutes 00 seconds West, assumed bearing, along the south line of said Government Lot 1, a distance of 1000.74 feet; thence North 05 degrees 38 minutes 40 seconds West, a distance of 148.45 feet; thence North 22 degrees 12 minutes 08 seconds West, a distance of 248.03 feet; thence North 08 degrees 40 minutes 00 seconds East, a distance of 215.19 feet; thence reversing course South 08 degrees 40 minutes 00 seconds West, a distance of 215.19 feet; thence South 22 degrees 12 minutes 08 seconds East, a distance of 113.52 feet to the point of beginning of the tract to be described; thence South 89 degrees 10 minutes 14 seconds West 178.35 feet to the east line of East Shore Road, according to the recorded plat of CROSS LAKE EAST SHORE, as on file in the office of the County Recorder, Crow Wing County, Minnesota; thence South 00 degrees 48 minutes 00 seconds West 269.71 feet along said east line to said south line of Government Lot 1; thence North 90 degrees 00 minutes 00 seconds East 247.53 feet along said south line to the point of beginning.

Said parcel contains 60,582 Square feet, more or less, and is subject to all easements, restrictions, and reservations of record, if any.

EXISTING LEGAL DESCRIPTION PER DOCUMENT NO. A-854050

That part of Government Lot 1, Section 29, Township 137 North, Range 27 West, Crow Wing County, Minnesota, described as follows:

Commencing at the southeast corner of said Government Lot 1; thence North 90 degrees 00 minutes 00 seconds West, assumed bearing, along the south line of said Government Lot 1, a distance of 1000.74 feet; thence North 05 degrees 38 minutes 40 seconds West, a distance of 148.45 feet; thence North 22 degrees 12 minutes 08 seconds West, a distance of 248.03 feet; thence North 08 degrees 40 minutes 00 seconds East, a distance of 215.19 feet to the point of beginning of the tract to be described; thence reversing course South 08 degrees 40 minutes 00 seconds West, a distance of 215.19 feet; thence South 22 degrees 12 minutes 08 seconds East, a distance of 113.52 feet; thence South 89 degrees 10 minutes 14 seconds West 178.35 feet to the east line of East Shore Road, according to the recorded plat of CROSS LAKE EAST SHORE, as on file in the office of the County Recorder, Crow Wing County, Minnesota; thence North 00 degrees 48 minutes 00 seconds East along said east line and along the east line of a tract of land deeded to the City of Crosslake per Document No. 644923, a distance of 269.71 feet to the northeasterly corner of said tract of land; thence North 52 degrees 57 minutes 00 seconds West along the northeasterly line of said tract of land, a distance of 94.87 feet; thence South 89 degrees 51 minutes 24 seconds West along the northerly line of said tract, a distance of 49.63 feet to the east line of said East Shore Road; thence North 13 degrees 16 minutes 00 seconds East along said east line, a distance of 399.52 feet; thence North 84 degrees 10 minutes 39 seconds East, a distance of 225.34 feet; thence North 45 degrees 45 minutes 37 seconds East, a distance of 29.73 feet; thence South 73 degrees 00 minutes 00 seconds East, a distance of 44.00 feet; thence South 49 degrees 36 minutes 00 seconds East, a distance of 66 feet, more or less, to the shoreline of Cross Lake; thence southwesterly and southerly along said shoreline to the intersection with a line which bears South 75 degrees 42 minutes 30 seconds East from the point of beginning; thence North 75 degrees 42 minutes 30 seconds West, a distance of 72 feet, more or less, to the point of beginning.

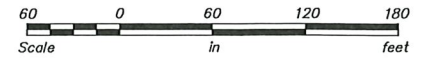
Said parcel contains 4.2 acres, more or less, and is subject to all easements, restrictions, and reservations of record, if any.

IMPERVIOUS COVERAGE

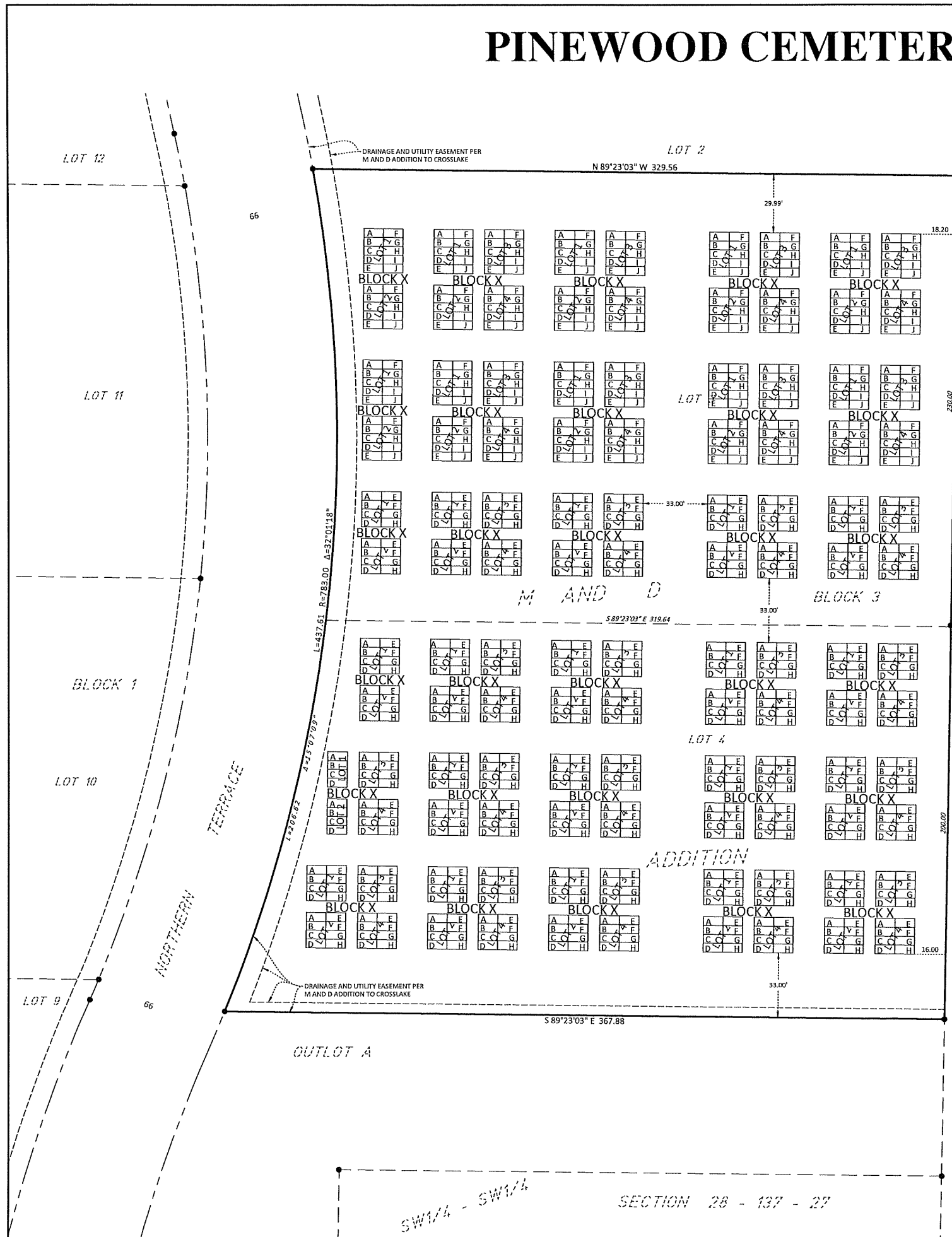
TRACT A	
Total Lot Area:	122,807 SF
Impervious Coverage:	
Gravel	5,833 SF
Buildings	1,923 SF
Proposed Addition	674 SF
Parking and walkway	1,730 SF
Total Impervious Coverage:	10,160 SF
% Impervious Coverage:	8.3%

IMPERVIOUS COVERAGE

TRACT B	
Total Lot Area:	59,681 SF
Impervious Coverage:	
Gravel	3,141 SF
Total Impervious Coverage:	3,141 SF
% Impervious Coverage:	5.2%



PINEWOOD CEMETERY FIRST ADDITION



DEDICATION

KNOW ALL PERSONS BY THESE PRESENTS: That the City of Crosslake, a Minnesota Municipal corporation, owner and proprietor of the following described property situated in the County of Wright and the State of Minnesota, to wit:

Lot 3 and Lot 4, Block 3, M AND D ADDITION, according to the recorded plat thereof, on file and of record in the office of the Recorder, Crow Wing County, Minnesota.

pursuant to statute 306.05, has caused the same to be surveyed and platted as PINEWOOD CEMETERY FIRST ADDITION, and has caused said described property to be laid out in lots, blocks, and alleys shown for information purposes only, on this plat, and does maintain for public inspection, maps, and records of ownership of said Lots in the City Offices in and for the City of Crosslake and does declare the same to be and constitute a cemetery and burial place, and does hereby dedicate the alleys to the use of the public for cemetery purposes forever.

IN WITNESS WHEREOF, said City of Crosslake has caused these presents to be executed in its corporate name by its Mayor and its City Administrator this _____ day of _____, 20____.

David Nevin, Mayor

Mike Lyons, City Administrator

SURVEYOR'S CERTIFICATION

I hereby certify that I have surveyed and platted the property described on this plat as PINEWOOD CEMETERY FIRST ADDITION that this plat is a correct representation of the survey, that all distances are correctly shown on this plat in feet and hundredths of a foot, that all monuments have been correctly placed in the ground as shown, that the outside boundary lines are correctly designated on this plat. Dated this _____ day of _____, 20____.

Zachary Zetah, Licensed Land Surveyor
Minnesota License Number 52694
State of Minnesota

County of _____

The foregoing Surveyor's Certification was acknowledged before me this _____ day of _____, 20____, by Zachary Zetah, Licensed Land Surveyor, Minnesota License No. 52694.

_____, Notary Public, _____ County, _____

(Notary Signature)

_____, My Commission Expires _____

(Notary Printed Name)

CITY COUNCIL, CITY OF CROSSLAKE, MINNESOTA

This plat of PINEWOOD CEMETERY FIRST ADDITION was approved and accepted by the City Council of the City of Crosslake, Minnesota at a meeting held this _____ day of _____, 20____.

David Nevin, Mayor

Mike Lyons, City Administrator

CROW WING COUNTY LAND RECORDS

I hereby acknowledge that the property described herein is a burial ground and is currently exempt from property taxes and that transfer has been entered accordingly.

_____,
Crow Wing County Land Records Administrator

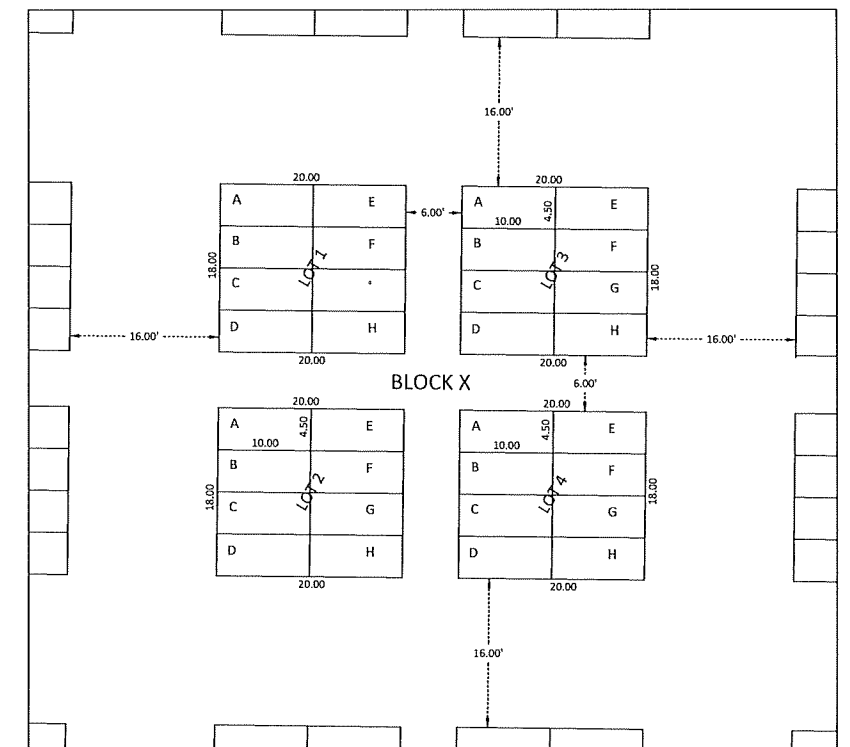
CROW WING COUNTY RECORDER

I hereby certify that this instrument was filed in the office of the County Recorder for record on this _____ day of _____, 20____ at _____ o'clock _____ m., and was duly recorded in

Cabinet No. _____, Sleeve _____, as Document Number _____

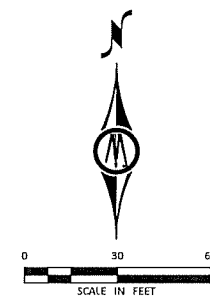
_____,
Crow Wing County Recorder

TYPICAL BLOCK AND LOT DIMENSIONS UNLESS OTHERWISE NOTED NOT TO SCALE



LEGEND

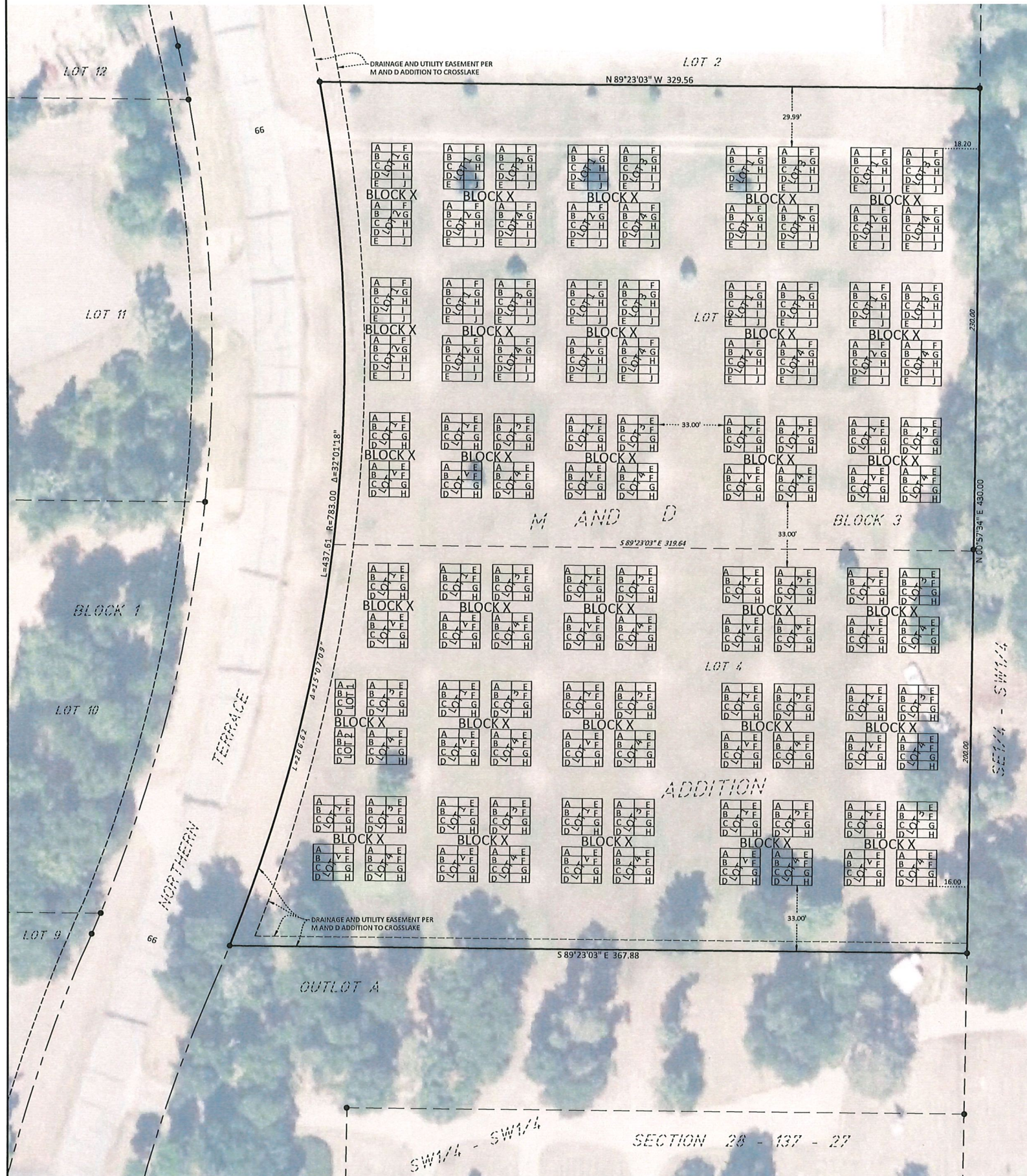
● MONUMENT FOUND



SW1/4 - SW1/4

SECTION 28 - 137 - 27

PINEWOOD CEMETERY FIRST ADDITION



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Lot 3 and Lot 4, Block 3, M AND D ADDITION, according to the recorded plat thereof, on file and of record in the office of the Recorder, Crow Wing County, Minnesota.

pursuant to statute 306.05, has caused the same to be surveyed and platted as PINEWOOD CEMETERY FIRST ADDITION, and has caused said described property to be laid out in lots, blocks, and alleys shown for information purposes only, on this plat, and does maintain for public inspection, maps, and records of ownership of said Lots in the City Offices in and for the City of Crosslake and does declare the same to be and constitute a cemetery and burial place, and does hereby dedicate the alleys to the use of the public for cemetery purposes forever.

IN WITNESS WHEREOF, said City of Crosslake has caused these presents to be executed in its corporate name by its Mayor and its City Administrator this _____ day of _____, 20____.

David Nevin, Mayor

Mike Lyons, City Administrator

SURVEYOR'S CERTIFICATION

I hereby certify that I have surveyed and platted the property described on this plat as PINEWOOD CEMETERY FIRST ADDITION that this plat is a correct representation of the survey, that all distances are correctly shown on this plat in feet and hundredths of a foot, that all monuments have been correctly placed in the ground as shown, that the outside boundary lines are correctly designated on this plat. Dated this _____ day of _____, 20____.

Zachary Zetah, Licensed Land Surveyor
Minnesota License Number 52694
State of Minnesota

County of _____

The foregoing Surveyor's Certification was acknowledged before me this _____ day of _____, 20____, by Zachary Zetah, Licensed Land Surveyor, Minnesota License No. 52694.

Notary Public _____ County, _____

(Notary Signature)

My Commission Expires _____

(Notary Printed Name)

CITY COUNCIL, CITY OF CROSSLAKE, MINNESOTA

This plat of PINEWOOD CEMETERY FIRST ADDITION was approved and accepted by the City Council of the City of Crosslake, Minnesota at a meeting held this _____ day of _____, 20____.

David Nevin, Mayor

Mike Lyons, City Administrator

CROW WING COUNTY LAND RECORDS

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Crow Wing County Land Records Administrator

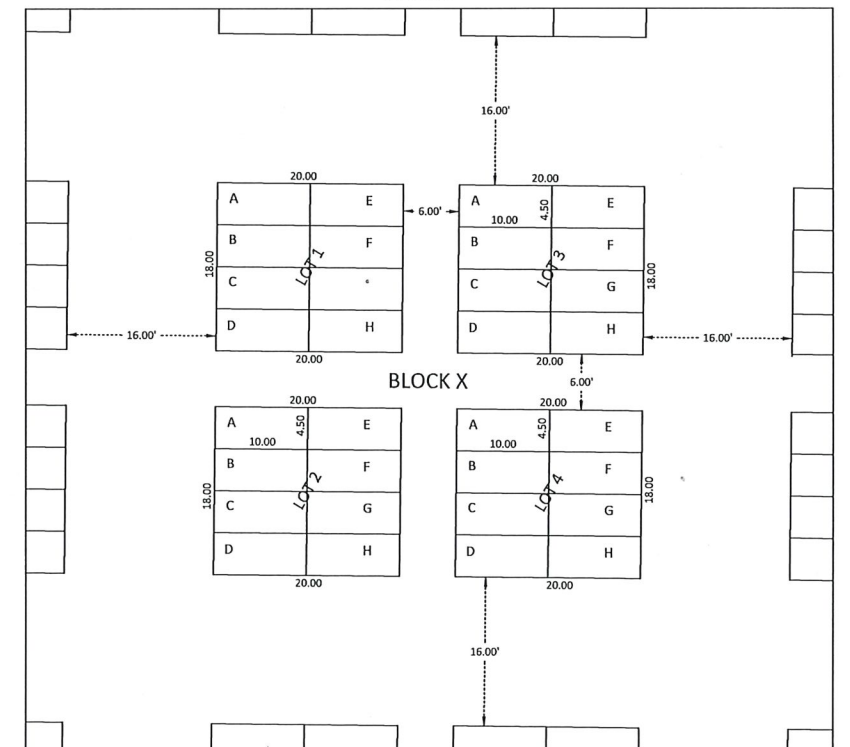
CROW WING COUNTY RECORDER

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Cabinet No. _____, Sleeve _____, as Document Number _____

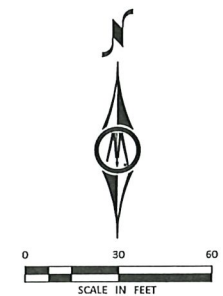
Crow Wing County Recorder

TYPICAL BLOCK AND LOT DIMENSIONS
UNLESS OTHERWISE NOTED
NOT TO SCALE



LEGEND

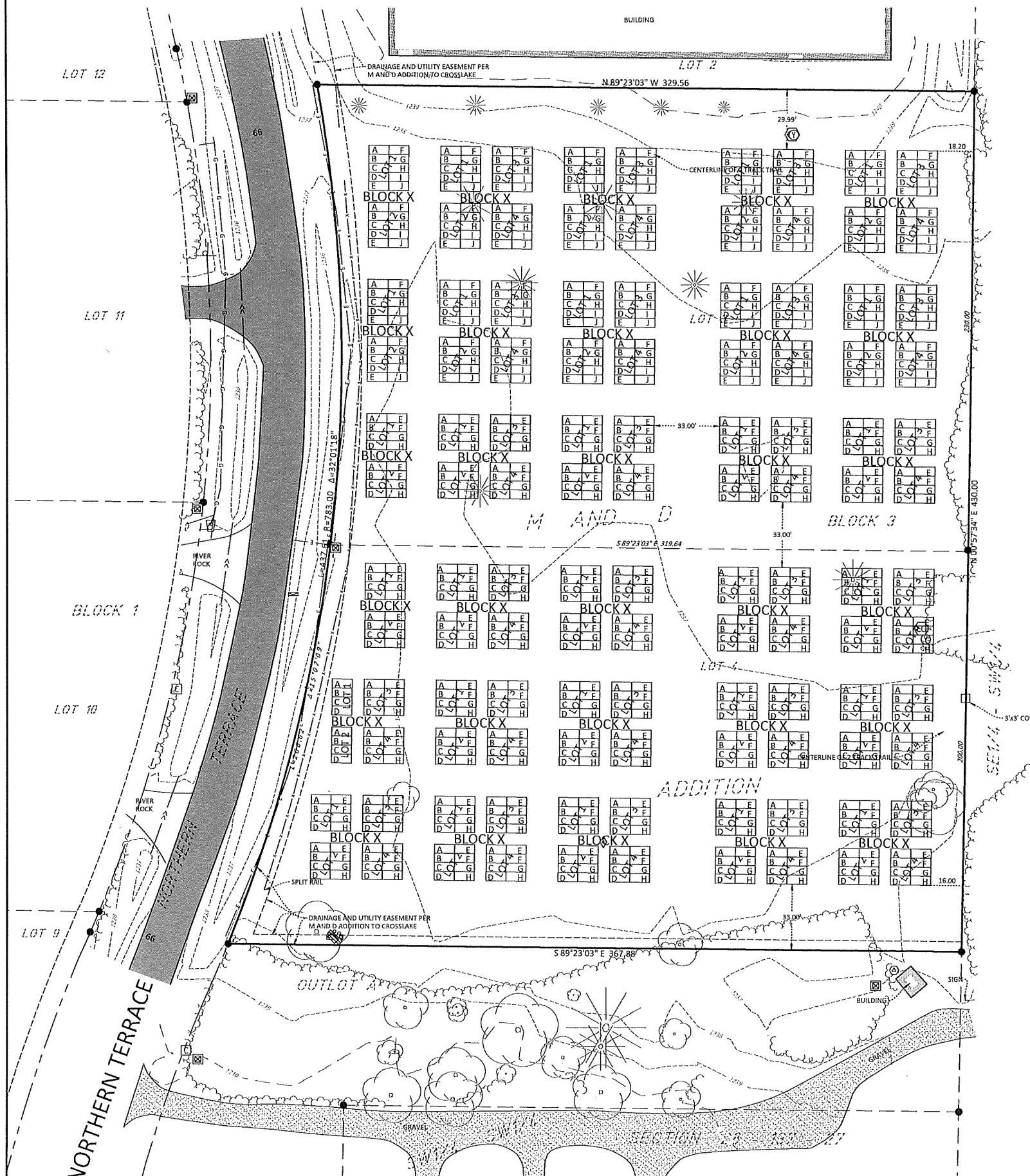
● MONUMENT FOUND



THIS PLAT PREPARED BY

BOLTON & MENK

PINEWOOD CEMETERY FIRST ADDITION



DEDICATION

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David Nevin, Mayor

Mike Lyons, City Administrator

SURVEYOR'S CERTIFICATION

I hereby certify that I have surveyed and platted the property described on this plat as PINEWOOD CEMETERY FIRST ADDITION that this plat is a correct representation of the survey, that all distances are correctly shown on this plat in feet and hundredths of a foot, that all monuments have been correctly placed in the ground as shown, that the outside boundary lines are correctly designated on this plat. Dated this _____ day of _____, 20____.

Zachary Zetah, Licensed Land Surveyor
Minnesota License Number 52694
State of Minnesota

County of _____

The foregoing Surveyor's Certification was acknowledged before me this _____ day of _____, 20____, by Zachary Zetah, Licensed Land Surveyor, Minnesota License No. 52694.

Notary Public _____ County, _____

(Notary Signature)

My Commission Expires _____

(Notary Printed Name)

CITY COUNCIL, CITY OF CROSSLAKE, MINNESOTA

This plat of PINEWOOD CEMETERY FIRST ADDITION was approved and accepted by the City Council of the City of Crosslake, Minnesota at a meeting held this _____ day of _____, 20____.

David Nevin, Mayor

Mike Lyons, City Administrator

CROW WING COUNTY LAND RECORDS

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Crow Wing County Land Records Administrator

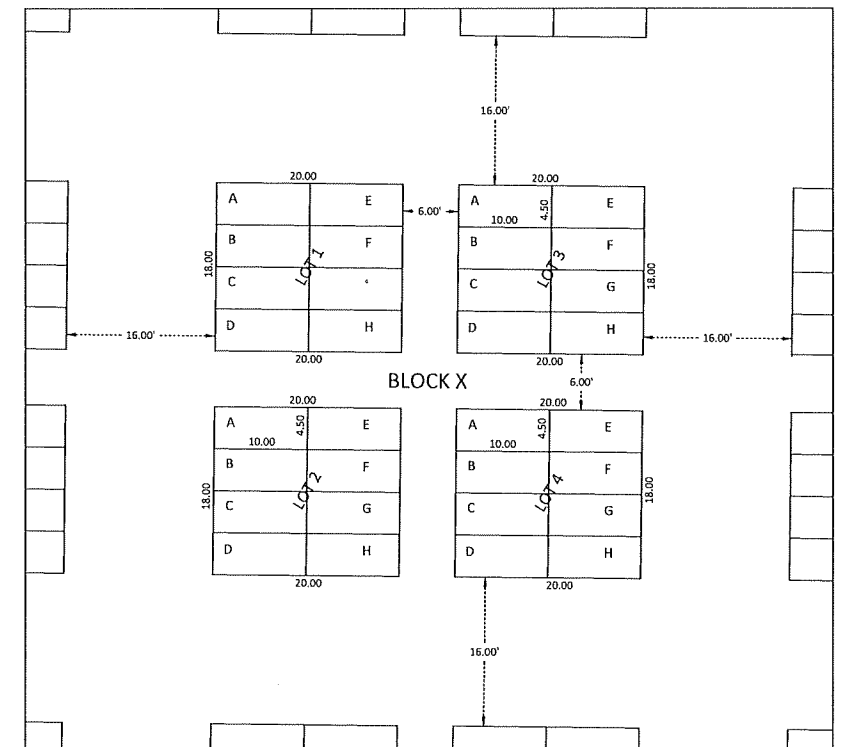
CROW WING COUNTY RECORDER

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Cabinet No. _____, Sleeve _____, as Document Number _____

Crow Wing County Recorder

TYPICAL BLOCK AND LOT DIMENSIONS
UNLESS OTHERWISE NOTED
NOT TO SCALE



LEGEND

● MONUMENT FOUND



0 30 60
SCALE IN FEET



THIS PLAT PREPARED BY

b.a.

MEMO TO: Public Works Commission

FROM: Char Nelson, City Clerk

DATE: February 1, 2024

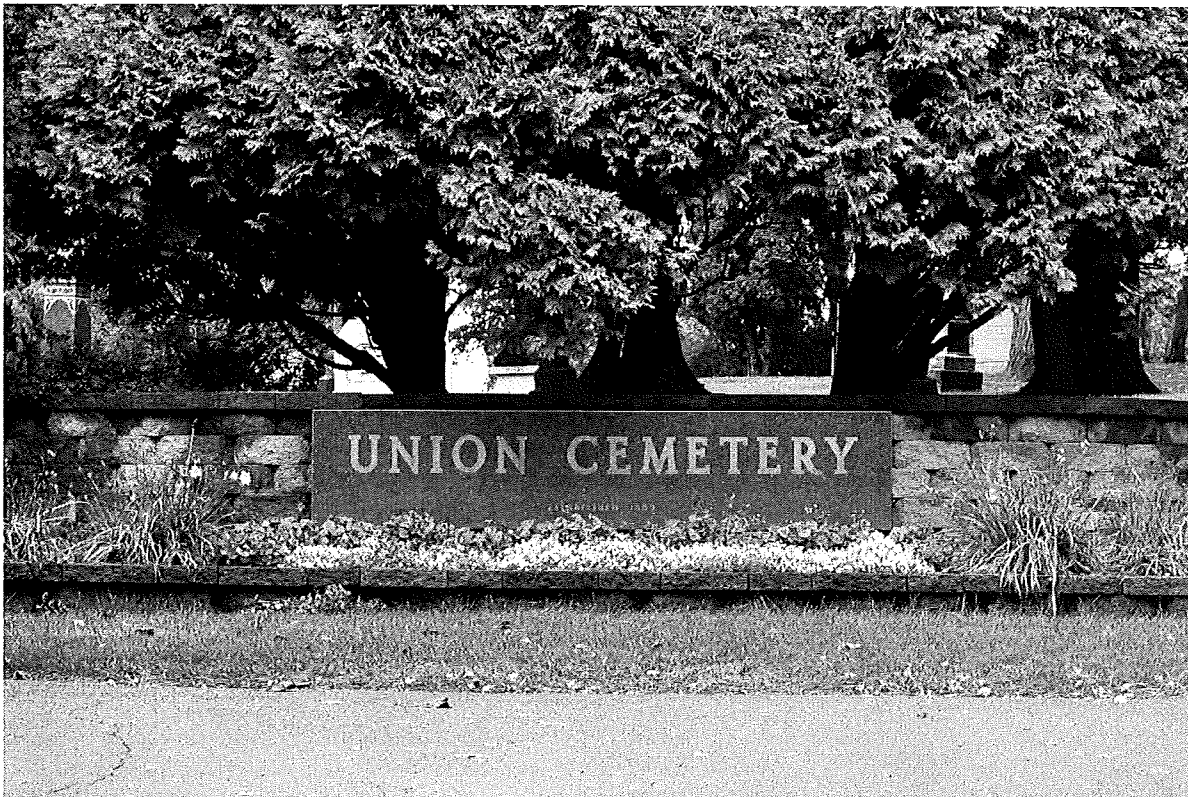
SUBJECT: Area Comparison of Prices for Cemetery Lots

	<u>Resident</u>	<u>Non-Resident</u>
City of Crosslake	\$250	\$500
Backus	\$300	\$850
Bay Lake Township	\$300	\$300
Breezy Point	\$480	\$600
Deerwood	\$400	\$700
Emily	\$300	\$750
Longville	\$450	\$900
Mission Township	\$300	\$600
Nisswa	\$750	\$750
Pequot Lakes	\$400	\$400
Pillager	\$500	\$800

Attached is a brochure from Union Cemetery in Maplewood to give you an idea of prices in the metro area.

UNION CEMETERY

A Place To Remember Since 1889
A Non-Profit Association Governed by a Board of Trustees



In Ground
Full Casketed Options 2024



Single Grave, Flat Marker Lot (in-ground)

A standard single flat marker lot may have one casketed burial. One 2-foot by 1-foot granite flat marker (flush with the ground) is allowed for memorialization*. A burial vault is required for the burial of casketed remains.

Single Flat Marker Lot.....	\$2,400.00
1 Weekday Interment**	<u>\$2,000.00</u>
	\$4,400.00

**The 2'x1' flat granite marker is an additional cost and the price varies depending on granite choice.*

***These items cannot be pre-paid and will be due at the time of death.*

Optional costs

Tent Set Up Grave Side (if available)\$150.00



Two Grave, Upright Monument Lot (in-ground)

With an upright monument lot, you must purchase 2 graves to have space to accommodate an upright monument. A two grave upright monument lot may have two casketed burials. *This worksheet gives prices for one casketed burial.* An upright granite monument is allowed for memorialization*. A burial vault is required for the burial of casketed remains.

Two Grave Upright Monument Lot.....	\$9,000.00
1 Weekday Interment**	<u>\$2,000.00</u>
	\$11,000.00

**A granite monument is an additional cost and the price varies depending the size and granite choice.*

***These items cannot be pre-paid and will be due at the time of death.*

Optional costs

Tent Set Up Grave Side (if available)\$150.00



Two Single Grave, Flat Marker Lot (in-ground)

A standard single flat marker lot may have one casketed burial. With two side by side single flat maker graves, you are allowed to have a larger 3-foot by 1-foot granite flat marker*. A burial vault is required for the burial of casketed remains.

2 Single Flat Marker Lot (\$2,400.00 ea.).....\$4,800.00

2 Weekday Interments**(\$2,000.00 ea.).....\$4,000.00

\$8,800.00

**The 3'x1' flat granite marker is an additional cost and the price varies depending on granite choice.*

***These items cannot be pre-paid and will be due at the time of death.*

Optional costs

Tent Set Up Grave Side (if available)\$150.00



Two Grave, Upright Monument Lot (in-ground)

With an upright monument lot, you must purchase 2 graves to have space to accommodate an upright monument. A two grave upright monument lot may have two casketed burials. An upright granite monument is allowed for memorialization*. A burial vault is required for the burial of casketed remains.

Two Grave Upright Monument Lot.....	\$9,000.00
2 Weekday Interment**	<u>\$4,000.00</u>
	\$13,000.00

**A granite monument is an additional cost and the price varies depending the size and granite choice.*

***These items cannot be pre-paid and will be due at the time of death.*

Optional costs

Tent Set Up Grave Side (if available)\$150.00



Real People. Real Solutions.

MEMORANDUM

Date: February 2, 2024
To: Mike Lyonais, City Administrator
From: Phil Martin, PE
Subject: Update for February 5, 2024 Council Meeting

CSAH 3/66 Pedestrian & Intersection Improvements

A lighting update was provided to the City Council for their January 2024 meeting. The City agreed to 30' tall lights with a cobra head luminaire. The light will meet Dark Sky Association guidelines and be in the 3000 k color temperature range. The poles will have a black finish with a GFCI outlet, flag holder and two banner arms. The average upgrade cost for the light installed is anticipated to be about \$2,000 each.

We have been working with the County to finalize the plans. The following items have been worked on since our December 2023 update:

- The County expanded the scope to include expanding the CSAH 3/CSAH 37/Pioneer Drive intersection to have dedicated right turn, though, and left turn lanes.
- The County expanded the scope along Swann Drive to provide for a loading zone for School deliveries.
- The County considered the request by the School to add a north bound right turn lane on CSAH 66 but after evaluation chose not to complete with this project.
- The County requested we develop plans to reconstruct more area of the parking lot by Andy's.
- We have worked with City staff and the USACE to plan for an alternative sanitary sewer connection from the Campground to the City collection system in the future. The existing connection pipe is aging and not installed in a manner that we would recommend with current standards.

We are getting close to completing our environmental coordination and finalizing 90% plans to submit for State Aid review and approval. The County has began to negotiate for temporary and permanent easement needs. The goal is to bid the project in March/April 2024.

We are working with the County to finalize the current estimate of cost and understand the grant appropriations to identify the City cost sharing. The City has budgeted \$750,000 for their portion of the project cost. The total project cost is estimated to be over \$5 million.

Year 1 Road Improvement Plans

The City embarked on aggregate chipseal improvements and also a bituminous mill & overlay improvement with Crow Wing County. Those improvements were reviewed, and construction tables/plans were submitted to the County. Below are updates to those efforts:

Aggregate Chipseal Improvements – The original Year 1 Sealcoat program recommended completing 11.5 miles of City road at an estimated cost of about \$406,000. During review of the road GIS data, we found errors in some of the lengths provided. As a result, the Year 1 sealcoat length increased to 12.2 miles. The estimated cost increased to about \$436,000.

Additionally, the City chose to also complete an aggregate chipseal of the Community Center parking lot. We estimate that cost to be about \$14,000.

Bituminous Mill & Overlay Improvements – The original Year 1 M&O program recommended improving Daggett Pine Road for a distance of 2.6 miles at an estimated cost of about \$750,000. During review of the GIS data, we noted that a segment of Daggett Pine Road had the incorrect length. As a result, the new length of improvement is 1.9 miles. Recently Crow Wing County provided an agreement for the City to approve for the M&O improvements. The County's estimated construction cost when included with County administration fee and our inspection fee indicates a project cost that would be around \$250,000 if the bid results match their estimate.

Malinda Shores – Bridge Wingwalls

In the summer of 2023, our structural staff reviewed the Malinda Shores Bridge wingwall conditions and prepared a report. That report recommended a number of options for repairing the existing bridge wingwalls. I will try to bring a proposal for engineering services to the February 5, 2024 PW meeting for review and consideration. Otherwise, I will provide the proposal for consideration at the March 2024 PW meeting.

Harbor Lane – Proposal for Engineering Services

I will provide that for consideration at the March 2024 PW meeting.