

AGENDA
REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, MARCH 10, 2025
6:00 P.M. – CITY HALL

A. CALL TO ORDER

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

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

1. Derick White – Rolling Woods Development

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

1. Special Council Meeting Minutes of February 7, 2025
2. Regular Council Meeting Minutes of February 10, 2025
3. Police Report for Crosslake – February 2025
4. Police Report for Mission Township – February 2025
5. Fire Department Report – February 2025
6. Planning Commission/Board of Adjustment Meeting Minutes of December 20, 2024
7. Parks & Recreation/Library Commission Minutes of January 22, 2025
8. Public Works Meeting Minutes of February 3, 2025
9. Waste Partners Recycling Report for January 2025
10. Charitable Gambling Contributions Reports from Crosslake Ideal Lions, Crosslake Fifty Lakes American Legion Post 500, Merrifield Marathons and Northern Lakes Youth Hockey Assoc Inc for 2024
11. Group Transient Merchant Permit Application from Mission of the Cross Lutheran Church for Flea Market on 5/24, 7/5, and 8/30
12. Approval of F.I.R.E. Invoice
13. Bills for Approval

D. MAYOR’S AND COUNCIL MEMBERS’ REPORT

1. Pequot Lakes School Superintendent Kurt Stumpf – April 2025 Bond Referendum and Capital Projects Levy (Council Information)
2. Pequot Lakes Memorandum of Understanding Sheltering and Mass Care Facilities (**Council Action-Motion**)
3. Discuss Recycling Old Green Light Poles and Possibly Use on Swann Drive
4. Consider Ordering Flags for Light Poles for Summer
5. Update of Governor’s Fishing Opener
6. Consider 24 Hour Police Protection
7. Determine City’s Responsibility Level of Sealing Parking Lot in Front of Businesses at Intersection of CR3 and CR66 (Andy’s)

8. Discuss Requirement for Development Plan Prior to Rezoning
9. Update on Uses in Industrial Zoned Property

E. CITY ADMINISTRATOR'S REPORT

1. Approval of Revised Job Description for Public Works Director (Council Action-Motion)
2. Approval of Revised Job Description for Heavy Equipment/Sewer Operator (Council Action-Motion)
3. Memo dated March 5, 2025 from City Clerk Re: Maximum Number of On-Sale Liquor Licenses and Approval of License (Council Action-Motion)
4. Memo dated March 7, 2025 from City Clerk Re: Approval of Liquor License Application (Council Action-Motion)

F. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. Event Emergency Preparedness/Crisis Management Plan for St. Patrick's Day Celebration (Council Information)
- b. Memo dated February 14, 2025 from City Clerk Re: 2025-2026 Fire Service Contracts (Council Action-Motion)

2. PUBLIC WORKS/CEMETERY/SEWER

- a. Memo dated March 3, 2025 from Public Works Commission Re: Children at Play (Council Action-Motion)
- b. Memo dated March 3, 2025 from Public Works Commission Re: 2025 Harbor Lane Improvements (Council Action-Motion)
- c. Memo dated March 3, 2025 from Public Works Commission Re: Bolton & Menk Engineering Proposal (Council Action-Motion)
- d. Memo dated March 3, 2025 from Public Works Commission Re: Cost Share Agreement (Council Action-Motion)
- e. Email dated March 6, 2025 from Crow Wing County Re: Archeological Study on CR 103 (Council Action-Motion)
- f. Annual Bridge Inspection Reports (Council Information)
 1. Letter dated January 22, 2025 from Crow Wing County Re: Annual Bridge Inspections
 2. 2024 Milinda Shores Bridge Report
 3. 2024 Sunrise Island Bridge Report
 4. Letter dated February 4, 2025 from Crow Wing County Re: Bridge Maintenance

3. PARK & RECREATION/LIBRARY

- a. Request for Council Action dated March 10, 2025 from TJ Graumann Re: Commission Meeting Time (Council Action-Motion)
- b. Request for Council Action dated March 10, 2025 from TJ Graumann Re: Warming House (Council Action-Motion)
- c. Request for Council Action dated March 10, 2025 from TJ Graumann Re: First Responder Membership Discount (Council Action-Motion)

- d. Request for Council Action dated March 10, 2025 from TJ Graumann Re: Surplus Mowers (**Council Action-Motion**)
- e. Request for Council Action dated March 10, 2025 from TJ Graumann Re: John Deere Z905M Bagger & Thatcher (**Council Action-Motion**)

4. PLANNING & ZONING

- a. Encroachment Agreement Between City and Michael & Miryah Bosio (**Council Action-Motion**)
- b. First Reading of Ordinance Amendment Naming an Unnamed Road as Arlas Pond Trail

G. CITY ATTORNEY REPORT

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

I. NEW BUSINESS

J. OLD BUSINESS

K. ADJOURN

C. 1.

SPECIAL COUNCIL MEETING
CITY OF CROSSLAKE
FRIDAY, FEBRUARY 7, 2025
9:00 A.M. – CITY HALL

The Council for the City of Crosslake held a Special Session on Friday, February 7, 2025. The following Council Members were present: Mayor Jackson Purfeerst, Sandy Farder, Jayme Knapp, Bob Heales, and Robin Sylvester. Also present were City Clerk Char Nelson, Public Works Director Pat Wehner, Parks & Recreation Director TJ Graumann, Zoning Administrator Paul Satterlund, Planning & Zoning Coordinator Cheryl Stuckmayer, and Planning & Zoning Commissioners David Fuhs, Joel O’Leary, Jeff McGrath, Joel Knippel. City Administrator Lori Conway and Attorney Joe Langel attended viz Zoom. There were four people in the audience.

Mayor Purfeerst called the meeting to order at 9:04 A.M. and turned the meeting over to Paul Satterlund.

Mr. Satterlund stated that the purpose of the meeting was to review land use and ordinance options for future development on Grand View Second Addition and McGrath Addition. Mr. Satterlund outlined three options that he, Cheryl Stuckmayer and the attorney put together that would not go against the city code.

Option 1 – Change the Land Use Ordinance to allow residential personal storage buildings with there being no intent of running a business for the entire Limited Commercial District.

Option 2 – Administer the ordinance as it stands.

Option 3 – Create a “Mixed-Use District” that would allow for residential storage buildings to be built alongside other Limited Commercial Uses.

Staff felt that option 3 was the best way to move forward to making these two plats work for the property owners with the intent they had to develop them. Mr. Satterlund stated that if the Council chose option 3, the Planning & Zoning Commission would be tasked with creating this new district and defining its standards and uses. All Council Members were in favor of this idea. A brief discussion ensued regarding whether permits would be issued over the counter or whether they would require a Conditional Use Permit (CUP). The Planning and Zoning Commission would need to determine that.

Commissioner Joel O’Leary stated that the Commission is going to need directions from the Council on what they want and don’t want in this District. Commissioner David Fuhs stated that he was in favor of option 2. The Mayor took a vote of the Council and stated that the Council wanted to move forward with option 3. Joel O’Leary stated that the Council should consider the limited amount of commercial zoned land in the City.

Jayme Knapp stated that what happens inside a building is irrelevant to him and that he is more concerned about how the building looks on the outside. Sandy Farder stated that she does not want to see decks, campers, etc. outside. Bob Heales stated that he does not care what is stored inside or if the building is used for a “man cave” but the outside needs to look good. Robin Sylvester stated that aesthetics is important.

A lengthy discussion ensued regarding living quarters and bedrooms and how they are defined. One factor that the Council considered was how the City could enforce whether or not someone was sleeping in the building for one night, one month, or one year. The Council agreed that if a property owner wanted any type of living space, a CUP would be required.

Jackson Purfeerst stated that landscape and screening will need to be more strictly enforced. Jayme Knapp stated that he likes the idea of, if one tree comes down, another goes up. Sandy Farder stated that the screening should be natural, not concrete. Bob Heales and Robin Sylvester agreed.

David Fuhs recapped and said the Council would like CUPs for screening/landscape and living quarters. Joel O'Leary stated that it sounds like an "anything goes" use and asked what the limits are. Mr. O'Leary asked if Air B and Bs could operate in these districts. Jeff McGrath stated that by requiring a CUP, these issues could be eliminated. Strictly living quarters would not be allowed. If not used as personal storage, a parking plan, lighting and landscape plan would be required. And high aesthetic standards would be required for all buildings.

Jackson Purfeerst asked that the Commission also work on definitions for adding personal storage in the Industrial District at their next meeting.

MOTION 2SP1-01-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY SANDY FARDER TO ADJOURN THE MEETING AT 10:10 A.M. MOTION CARRIED WITH ALL AYES.

Respectfully Submitted,

Charlene Nelson
City Clerk

C. 2.

**REGULAR COUNCIL MEETING
CITY OF CROSSLAKE
MONDAY, FEBRUARY 10, 2025
6:00 P.M. – CITY HALL**

The Crosslake City Council held the Regular Council Meeting on Monday, February 10, 2025 in City Hall. The following Council Members were present: Mayor Jackson Purfeerst, Robin Sylvester, Jayme Knapp, and Bob Heales. Sandy Farder was absent. Also in attendance were City Administrator Lori Conway, City Clerk Char Nelson, Park Director TJ Graumann, Public Works Director Patrick Wehner, Deputy Clerk/Treasurer Sharyl Murphy, Police Chief Jake Maier, Fire Chief Chip Lohmiller, Zoning Administrator Paul Satterlund, City Engineer Phil Martin and Echo Publishing Reporter Tom Fraki. City Attorney Jordan Soderlind attended via Zoom. There were approximately six audience members in City Hall and on Zoom.

A. CALL TO ORDER – Mayor Purfeerst called the Regular Council Meeting to order at 6:00 P.M. The Pledge of Allegiance was recited. MOTION 02R-01-25 WAS MADE BY JAYME KNAPP AND SECONDED BY BOB HEALES TO APPROVE THE ADDITIONS TO THE AGENDA. MOTION CARRIED WITH ALL AYES.

B. PUBLIC FORUM – Pat Netko of 36084 County Road 66 thanked the Public Works Department for keeping the sidewalks clear of snow.

C. CONSENT CALENDAR – MOTION 02R-02-25 WAS MADE BY BOB HEALES AND SECONDED BY ROBIN SYLVESTER TO APPROVE THE FOLLOWING ITEMS LISTED ON THE CONSENT CALENDAR:

1. Regular Council Meeting Minutes of January 13, 2025
2. Special Council Meeting Minutes of January 29, 2025
3. Police Report for Crosslake – January 2025
4. Police Report for Mission Township – January 2025
5. Fire Department Report – January 2025
6. Parks & Recreation/Library Commission Minutes of December 18, 2024
7. Public Works Meeting Minutes of December 2, 2024
8. Waste Partners Recycling Report for December 2024
9. LG220 Application for Exempt Permit for Raffle for Chamber on March 15, 2025
10. Group Transient Merchant Permit Application from Chamber of Commerce for St. Patrick’s Day Parade, Brat Sales at the Campground, Crosslake Days, and Brat Sale at the Campground
11. Approval of F.I.R.E. Invoices in the Amount of \$1,850
12. Bills for Approval in the Amount of \$685,422.13
13. Draft January 2025 Month End Revenue Report
14. Draft January 2025 Balance Sheet
15. Draft January 2025 Month End Expenditures Report
16. Additional Bills for Approval in the Amount of \$17,635.32

MOTION CARRIED WITH ALL AYES.

D. MAYOR’S AND COUNCIL MEMBERS’ REPORT

1. MOTION 02R-03-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO APPROVE RESOLUTION NO. 25-06 ACCEPTING DONATIONS FROM TIMOTHY HEROLD FAMILY IN THE AMOUNT OF \$500.00 FOR THE FIRE DEPARTMENT, FROM THE CROSSLAKE FIREFIGHTERS' RELIEF ASSOCIATION IN THE AMOUNT OF \$11,223.10 FOR THE COLD STORAGE BUILDING, AND FROM THE CROSSLAKE FIREFIGHTERS' RELIEF ASSOCIATION IN THE AMOUNT OF \$100.00 FOR VACUUM. MOTION CARRIED WITH ALL AYES.

E. CITY ADMINISTRATOR'S REPORT

1. MOTION 02R-04-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY ROBIN SYLVESTER TO APPOINT JACKSON PURFEERST AND SANDY FARDER (PERSONNEL COMMITTEE) TO REPRESENT THE CITY COUNCIL FOR STEP 3 UNION GRIEVANCE. MOTION CARRIED WITH ALL AYES.
2. MOTION 02R-05-25 WAS MADE BY JAYME KNAPP AND SECONDED BY BOB HEALES TO NOT WAIVE THE MONETARY LIMITS ON MUNICIPAL TORT LIABILITY ESTABLISHED BY MINNESOTA STATE STATUTE 466.04. MOTION CARRIED WITH ALL AYES.
3. MOTION 02R-06-25 WAS MADE BY BOB HEALES AND SECONDED BY ROBIN SYLVESTER TO APPROVE THE AFSCME UNION CONTRACT JANUARY 1, 2025 – DECEMBER 31, 2027. MOTION CARRIED WITH ALL AYES.

F. COMMISSION REPORTS

1. PUBLIC SAFETY

- a. Police Chief Jake Maier reported that the Public Safety Commission voted unanimously to support the hiring of a seventh officer in the police department. Chief Maier provided information regarding staffing needs and the increased number of calls over the last 10 years. The squads would be put on a 6-year replacement schedule and the squad scheduled to be sold this year would be kept for the new officer. MOTION 02R-07-25 WAS MADE BY BOB HEALES AND SECONDED BY JAYME KNAPP TO APPROVE THE HIRING OF A FULL TIME OFFICER. MOTION CARRIED WITH ALL AYES.
- b. MOTION 02R-08-25 WAS MADE BY BOB HEALES AND SECONDED BY JAYME KNAPP TO FORMALLY RECOGNIZE THE CROSSLAKE FIRE DEPARTMENT AS THE OFFICIAL MEDICAL RESPONSE UNIT (MRU) WITHIN THE CITY LIMITS AND TO AUTHORIZE THE SUBMISSION OF A FORMAL REQUEST TO THE MINNESOTA OFFICE OF EMERGENCY SERVICES FOR DISIGNATION. MOTION CARRIED WITH ALL AYES.

2. PUBLIC WORKS/CEMETERY/SEWER

- a. Included in the packet for Council information were the meeting minutes of the City of Crosslake – Crow Wing County Future Roadway Projects of January 30, 2025.

- b. MOTION 02R-09-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JACKSON PURFEERST TO RECOMMEND THAT CROW WING COUNTY CREATE 11' TRAFFIC LANES AND 5' SHOULDERS ON COUNTY ROAD 103 RESURFACING PROJECT IN 2026 WITH MUMMBLE STRIPS DOWN THE CENTER OF THE ROAD. MOTION CARRIED WITH ALL AYES.
- c. Pat Wehner provided a brief update on the CSAH 66 Daggett Brook Bridge Rehabilitation project in 2026. The project will be completed in two stages to eliminate detours. The County plans to have one lane of traffic open at all times.
- d. MOTION 02R-10-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY BOB HEALES TO RECOMMEND THAT CROW WING COUNTY CONSIDER THE FOLLOWING DETOURS FOR THE CSAH 3/CSAH36/CR 103 ROUNDABOUT IN 2028: FROM THE NORTH AND SOUTH, CONSTRUCT A TEMPORARY ROAD IN THE SOUTHEAST CORNER OF THE INTERSECTION AND UTILIZE NORTHERN TERRACE AND BLACK BEAR PATH FOR THE DETOUR. FROM THE WEST, UTILIZE COUNTY ROAD 120 (FAWN LAKE ROAD). MOTION CARRIED WITH ALL AYES.
- e. Pat Wehner reported that Crow Wing County is planning to resurface County Road 66 from Bald Eagle Trail to the Fire Hall in 2028. The Council needs to consider whether the sidewalk installed on the east side in 2024 should be extended north to the Dairy Queen at the same time. The current estimate is \$40,000 and it would be the City's expense.
- f. Included in the packet for Council information was a map of the 2028 resurfacing project of County Road 120 (Fawn Lake Road).
- g. Pat Wehner stated that the owners of Barstock Liquors have requested that a road from Town Square to Pioneer Drive be made when they build their new building. Mr. Wehner stated that he did not see any issue with this proposal. The snowplow already plows the back alley which would become part of the road.
- h. MOTION 02R-11-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JAYME KNAPP TO APPROVE THE COLLECTION OF CONNECTION CHARGES, BASED ON THE LAST TWO YEARS OF SEWER USAGE, FROM MOONLITE BAY IN THE AMOUNT OF \$7,360 AND FROM MOONLITE SQUARE IN THE AMOUNT OF \$3,680. A CREDIT IS DUE TO MOONLITE CARWASH IN THE AMOUNT OF \$7,360. MOTION CARRIED WITH ALL AYES.
- i. MOTION 02R-12-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY BOB HEALES TO MOVE FORWARD WITH THE HARBOR LANE PROJECT. MOTION CARRIED WITH ALL AYES.

- j. Phil Martin reviewed appraisal amounts for the Year 2 Road Improvements and told the Council that the Public Works Commission would be working on a recommendation for assessments for these projects.

3. PARK & RECREATION/LIBRARY

- a. TJ Graumann gave a brief review of the Park Master Plan. The estimate for asphalt came in approximately \$15,000 higher than expected. A \$17,000 grant from USTA could cover the increase without affecting the already budgeted items and donations. MOTION 02R-13-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JAYME KNAPP TO ACCEPT THE PROPOSALS FROM ANDERSON BROTHERS, ELITE FENCING AND LEE SPORTS SURFACING TO BUILD FOUR ADDITIONAL PICKLEBALL COURTS AND A 48-STALL PARKING LOT AT A COST OF \$282,475.81. MOTION CARRIED WITH ALL AYES.
- b. MOTION 02R-14-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY BOB HEALES TO ACCEPT THE PROPOSAL FROM LEE SPORTS SURFACING TO RESURFACE FOUR TENNIS COURTS, SIX PICKLEBALL COURTS, AND ONE BASKETBALL COURT IN THE AMOUNT OF \$59,150. MOTION CARRIED WITH ALL AYES.
- c. MOTION 02R-15-25 WAS MADE BY JACKSON PURFEERST AND SECONDED BY JAYME KNAPP TO APPROVE THE PURCHASE OF FOUR DOUGLAS PICKLEBALL NET SYSTEMS IN THE AMOUNT OF \$10,396. MOTION CARRIED WITH ALL AYES.
- d. TJ Graumann provided an update on the Infrastructure Investment and Jobs Act (IIJA) Matching Grant (state funds) and the trail extension study.

G. CITY ATTORNEY REPORT – None.

- H. NEW BUSINESS –** Jayme Knapp suggested that staff obtain quotes to change the council seating in the Chambers. Lori Conway stated that they were already looking into that. Jackson Purfeerst agreed that the setup is not functional.

Robin Sylvester stated that she was unable to pick up her council packet on Friday and was surprised that she couldn't see it on the city webpage over the weekend. Char Nelson replied that staff had issues with software and were unable to put the document on the webpage until today. Normally the packet and agenda would be available to the public on the Friday before the meeting.

- I. PUBLIC FORUM –** Cindy Myogeto of the Chamber asked that the council allow tourists to use the proposed detours when county highway projects are being done and stated that the businesses are in favor of extending the sidewalk to Dairy Queen. Cindy thanked TJ Graumann for the Community Center's participation in the WinterFest. Cindy asked for an update on Short Term Rental licensing. Staff replied that the dedicated website won't be

ready until March, but property owners are able to advertise and apply for licenses now by downloading a copy of the application.

Peter Graves of 14131 Sugarloaf Road reported that the April Foolishness Pickleball Tournament Fundraiser for charity has been moved to September, in the hope that more people will be in town to play.

Joel O'Leary of 14791 River Bluffs Road asked how much time the new seventh police officer would be able to spend on code enforcement.

Jonathon Grothe of the Crosslakers reported that the Crosslakers are in favor of the City extending the sidewalk to Dairy Queen.

J. OLD BUSINESS – None.

K. ADJOURN – MOTION 02R-16-25 WAS MADE BY ROBIN SYLVESTER AND SECONDED BY JACKSON PURFEERST TO ADJOURN THE MEETING AT 7:50 P.M. MOTION CARRIED WITH ALL AYES.

Respectfully submitted by,

Charlene Nelson
City Clerk



C.3.

Crosslake Police Department
 Monthly Report: February 2025

911 Hangup	1	Theft	1
Agency Assist	7	Traffic Arrest	3
Alarm	21	Traffic Warning	57
Animal Complaint	1	Traffic Citation	11
ATV	1	Trespass	1
Civil Problem	1	Vehicle Off Road	3
Damage To Property	1	Void	1
Disturbance	3	Welfare Check	2
DOA Natural	1		
Domestic	1		
Drug Information	1		
EMS	31		
Extra Patrol	1		
Fire	2		
Found Property	2		
Gun Permits	1		
Hazard In Road	1		
Housewatch	1		
Information	2		
Licensing	1		
Other	1		
Property Damage Accident	2		
Public Assist	7		
Ride Along	1		
Scam/Con	3		
Suicidal Person	1		
Suspicious Activity	1		
Suspicious Person	3		
Suspicious Vehicle	5	TOTAL	184

C.4.



Crosslake Police Department
Mission Township
Monthly Report: February 2025

Agency Assist	3
Driving Complaint	1
Hazard In Road	1
Suspicious Vehicle	1
Traffic Arrest	1
Traffic Warning	47
Traffic Citation	8
Trespass	1

TOTAL: 63



Crosslake Fire Department

Date: February 2025

C.5.

Incidents

Description of Incident	Incidents	
	Calls	YTD
3 - Rescue & Emergency Medical Services		
311 - Medical Assist - Assist EMS Crew	29	52
300 - Rescue, EMS Incident		
322 - Motor Vehicle Accident with Injuries		
324 - Motor Vehicle Accident with No Injuries		
351 - Remove from Elevator		
341/361/362 - Search for Person/Water Rescue/Ice Rescue		
Total:	29	52
1 - Fire		
111 - Building Fire		
111 - Building Fire (Mutual Aid)	2	4
112/118/113/114/123/151 - Fire Other / Chimney Fire		
141/142/143 - Forest, Woods, Brush, Grass Fire	1	1
130/131/134/138/142 - Mobile Property/Automobile Fire/Off Road Vehicle	1	1
Total:	4	6
4 - Hazardous Condition (No Fire)		
411 - Gasoline or other Flammable Liquid Spill		
412 - Gas Leak (Natural Gas or LPG)		2
424 - Carbon Monoxide Incident		
444 - Power Line Down/Trees on Road		
445 - Arcing, Shorted Electrical Equipment		
Total:	0	2
5 - Service Call		
561 - Unauthorized Burning		
531/521 - Smoke or Odor Removal / Water Problem		
542/550/553 - Public Service/ Public Assist / 571 - Standby	4	6
551 - Agency Assist		2
Total:	4	8
6 - Good Intent Call		
611 - Dispatched and Cancelled en route	2	4
600/631 - Good Intent Call/Authorized Burning		
651/652 - Smoke scare, Odor of smoke		1
661 - EMS Party Transport - Aircare - Traffic Control	3	3
Total:	5	8
7 - False Alarm & False Call		
735/740/743/740/745 - Smoke Detector Activation - No Fire	1	3
746 - Carbon Monoxide Detector Activation - No CO		2
731 - Sprinkler Activation due to Malfunction		
Total:	1	5
8 - Severe Weather & Natural Disaster		
814 - Lightning Strike (No Fire)		
813/815 - Wind Storm/Severe Weather Standby		
Total:	0	0
Total Incidents:	43	81

Crosslake Incident Type Report Property Loss

Incident Type	Total Incidents	Total Incidents % of Incidents	Total Property Loss	Total Content Loss	Total Loss
Incident Type Category: 1 - Fire					
111 - Building fire	2	4.7%	633,200	150,000	783,200
131 - Passenger vehicle fire	1	2.3%	5,000	20	5,020
141 - Forest, woods or wildland fire	1	2.3%	0	0	0
Total:	4	Total: 9.3%	Total: 638,200	Total: 150,020	Total: 788,220
Incident Type Category: 3 - Rescue & Emergency Medical Service Incident					
311 - Medical assist, assist EMS crew	29	67.4%			
Total:	29	Total: 67.4%	Total: 0	Total: 0	Total: 0
Incident Type Category: 5 - Service Call					
553 - Public service	4	9.3%			
Total:	4	Total: 9.3%	Total: 0	Total: 0	Total: 0
Incident Type Category: 6 - Good Intent Call					
611 - Dispatched and cancelled en route	2	4.7%			
661 - EMS call, partly transported by non-fire agency	3	7.0%			
Total:	5	Total: 11.6%	Total: 0	Total: 0	Total: 0
Incident Type Category: 7 - False Alarm & False Call					
745 - Alarm system activation, no fire - unintentional	1	2.3%			
Total:	1	Total: 2.3%	Total: 0	Total: 0	Total: 0
Total:	43	Total: 100.0%	Total: 638,200	Total: 150,020	Total: 788,220

Report Filters

Basic Incident Date Time: is between '02/01/2025' and '02/28/2025'
 Agency Name: is equal to 'CROSSLAKE'

Report Criteria

Incident Type (Fd1.21): Is Not Blank



C.L.

STATED MINUTES

City of Crosslake
Planning Commission/Board of Adjustment

December 20, 2024
9:00 A.M.

Crosslake City Hall
13888 Daggett Bay Road
Crosslake, MN 56442

1. Present: Chair Bill Schiltz; David Fuhs; Kristin Graham; Joseph O’Leary; Alternate Jeff McGrath; Alternate Joel Knippel; Alternate Cooper Hanning; and Liaison Council Member Aaron Herzog

Absent: Vice-Chair Jerome Volz; Alternate Jeremy Johnson

Staff: Paul Satterlund, Planning & Zoning Administrator. Absent: Cheryl Stuckmayer, Planner-Zoning Coordinator

2. 11-22-2024 Minutes – **Motion by Graham; supported by Fuhs to approve the minutes as written. All members voting “Aye”, Motion carried.**

VARIANCE APPLICATIONS

Staff does not make decisions as to whether a variance application gets approved or denied. Staff’s job is to inform the applicant of the requirements for submitting a variance, assess whether the application is complete when it is submitted and then presenting the facts of the application to the Planning Commission/Board of Adjustment (PC/BOA).

The PC/BOA determines whether they approve or deny an application at the public hearing as per Minnesota Statute 462 and the Crosslake Land Use Ordinance.

Through the process, staff does try to recommend different solutions and gives their opinion as to whether the PC/BOA may approve or deny the application, but they cannot reject a completed application. Even if staff feels that the application may be denied by the PC/BOA, they are obligated to accept the application and bring it to the PC/BOA. Should staff reject a completed application, they would open the city up to being sued by the applicant. Every property owner has the right to ask for a variance per Article 8 of the Land Use Ordinance.

Anyone that feels the PC/BOA has erred and would like to appeal their decision, also have the right to Appeal that decision per Article 8 of the Land Use Ordinance.

3. Old Business-Variations are heard on their individual requests, past variations hold no precedents. Commissioners may table the request if needed and an applicant can withdraw their request. If the variance(s) is/are approved, all existing nonconformities will be eliminated and will hereafter be required to follow the variance decision. If a variance is denied the applicant can rebuild the nonconformity as is per the Crosslake Ordinance.
 - 3.1 None
4. New Business
 - 4.1 Brady J & Kimberly A Day - Variance for bluff setbacks
 - 4.2 Kristine S Niehaus Rev Trust - Variance for lake setback & increased impervious

December 20, 2024 Planning Commission/Board Of Adjustment Meeting

- 4.3 Land Use Ordinance Amendments – New districts with language throughout the ordinance; Stormwater Management; Landscaping, Screening and Lighting Standards; Land Use Tables; Accessory Structures/Storage Buildings; Accessory Structure Standards; Commercial and Residential Architectural Standards; definitions; and accompanying sections with language that pertains
5. Other Business
 - 5.1 Staff report
6. Open Forum – No action will be taken on any of the issues raised. If appropriate, the issues will be placed on the agenda of a future PC/BOA meeting. Speakers must state their name and address. Each speaker is given a three minute time limit.
7. Adjournment

Satterlund-Shout out to two individuals; first to Schiltz as it is his last meeting due to no January meeting scheduled; would like to recognize his 8 years of service; commissioners make big hard decisions for our community; very critical role; often a thankless job; I applaud you for being a big part of this for so long and the dedication; thank you for all of your years. Number 2 Herzog is done on city council as of the 29th of December; community service for 13 years wearing many hats; thank you, we applaud your service; don't be strangers to city hall. The heart beat of our office is missing today, so my apologies if it doesn't go as smoothly today.

**Brady J & Kimberly A Day
14080610**

Satterlund read the variance request, notices sent out per city ordinance and Minnesota State Statute 462 requirements, project details, impervious percentage, stormwater management plan submitted, septic compliance dated 12-1-2023 is on file, no comments received, at the on-site a drain tile to daylight was pointed out located along the bluff and history of the parcel, into the record. Fuhs-what are the colored lines at the water; Satterlund-those are the lake setback determinations (SIZ1 & SIZ2). Schiltz invited Day the applicant/owner to the podium. Day, owner-outlined the project; no footprint expansion; O’Leary-what is your plan for the open air gutter drain; Day-French drain to be installed in the spring; Schiltz-work with staff on the French drain; O’Leary-should a date be attached to the French drain; Satterlund-can put a date on it in the conditions if approval of the variance; O’Leary-wasn’t this tied to a previous permit; Day-last summer replaced deck boards and added some under decking, that is when it came up; Satterlund-it is daylighted into a bluff, we will want it taken care of as soon as possible with spring melt coming. Schiltz opened the public hearing with no response; therefore, the public hearing was closed. Schiltz asked if any of the commissioners had additional questions, but none were forthcoming. Schiltz-pretty straight forward; well designed; no ground work should need to be done that we can see; going to stick with the same flooring material; can’t see any major objections. Satterlund initiated the findings of fact procedure with the board members deliberating and responding to each question.

December 20, 2024 Action:

Motion by Fuhs; supported by Graham to approve the variance for:

- Bluff impact zone setback of 0 feet where 30 feet is required to proposed screen porch
- Bluff encroachment of 1.4 feet where none is allowed for a proposed screen porch

To construct:

- 317 square foot screen porch under an existing deck in the bluff impact zone, with 2 feet of the southwest corner to be in the bluff by 1.4 square feet

Per the findings of fact as discussed, the on-site conducted on 12-19-2024 and as shown on the certificate of survey received at the Planning & Zoning office dated 11-8-2024 for property located at 37916 Forest Lodge Rd, City of Crosslake

Conditions:

Chapter 26 – Land Use; Sec. 26-227 Variance Decision - Variances must be substantially completed within two years of receiving approval – the approval of this variance will expire on 12-20-2026

1. Address the daylighted drain tile located on the bluff – lake side, southwest of structure, by July 1, 2025 regardless of following through with the construction of the proposed screen porch. French drain was discussed, P&Z administrator to verify the completion.
2. Screen porch to be constructed as stated on the Certificate of Survey dated 11-22-2024 and explanation contained in the variance packet

Findings: See attached/packet

All members voting “Aye”, Motion carried.

**Kristine S Niehaus Rev Trust
14310678**

Satterlund read the variance request, notices sent out per city ordinance and Minnesota State Statute 462 requirements, project details, impervious percentage, stormwater location on survey submitted, septic compliance dated 7-15-2023 is on file, three comments received, history of the parcel and the surrounding parcel history into the record. Schiltz-what happened to the 2002 requirement of a 25' wide vegetation buffer along the lake; Satterlund-not sure if during the years it was installed and then take away, or what transpired; obviously it is not there today; Schiltz-where is the stormwater management plan (SWMP); Satterlund-it was part of the survey; O'Leary-what is the procedure to make sure that the SWMP is meeting Crosslake requirements; Satterlund-we ask for calculations, water retention locations, how is the runoff being directed to the retention areas; Fuhs-DNR strongly encouraged an engineered SWMP; commissioners discussed what that entailed; Schiltz-at on-site the applicant stated that WAPOA (Whitefish Area Property Owner's Association) was going to be working with him; WAPOA is typically shoreline retention, not really SWMP, put plants in for aesthetics purposes that could absorb water; WAPOA does not do everything needed for an engineered plan; O'Leary-are you saying we would need to have a contingent that an engineer plan be done; Schiltz-yes, along with everything else, working along with WAPOA, find out their plan of attack; also the existing requirement of the 25' wide natural vegetation-called no mow area; all items need to be tied together; Graham-do you think an engineered SWMP would tie it together; Schiltz-they would have to all work together to know what each are proposing, that it would all work in conjunction with all aspects; Fuhs-looking for an engineered SWMP; Graham-for the sake of approving this proposal, have an engineered plan with Satterlund being the approval person; commissioners agreed that Satterlund would be the person to determine if an engineered plan is acceptable; O'Leary-a deck is not considered impervious; Satterlund-correct, at long as it isn't covered and doesn't have an underside-water needs to be able to flow through to the ground; O'Leary-I believe we are stricter than years ago, with past approval (years ago) saying no more further development shall be allowed within the setback, yet they are now asking for more; Graham-yes, but they are no asking for anything extraordinary; Satterlund-past variances have no bearing now and are good for only two years; Schiltz invited Miller, the applicant/owner's representative/builder to the podium. Miller-we are pulling the increased impervious request; we will pull it back to the approved 26.5%; engineer plans-city has a worksheet that I have worked on in the past; we will work with Satterlund on this; details on the SWMP were put forth; O'Leary-are you proposing in lieu of an engineer plan that the city worksheet is used; Miller-the worksheet is what the engineer wants; shows the calculations of needed cubic yards for the retainage; O'Leary-Satterlund are you aware of this worksheet; Satterlund-yes, it is a calculation worksheet for stormwater cubic gallons calculation; O'Leary- are we comfortable in excepting the worksheet in lieu of an engineering plan; Graham & Schiltz-work with Dan to use worksheet and put together locations; Miller-I can over do this with magic markers and colors; if Satterlund isn't comfortable with it than we could get an engineer; same thing with the buffer/no mow; we will work with Satterlund if you give him the responsibility to make the final call; we are good with that; Schiltz-this will work better than getting an engineering firm to work along with WAPOA; McGrath-have a set standard that is required or allowed every time, plants, location; Miller-will be done tastefully, so they will not want to take it out; Schiltz-crucial with the slop; O'Leary-what is the plan to take the impervious back to the approved 26.5%; Miller-a lot will be the driveway, I will look into pervious pavers or asphalt, we will work with Satterlund to get it back to 26.5% which includes the proposed request, we have done a lot in the past, works well, will put it in with Satterlund's approval; Satterlund-request that the decrease down to the 26.5% be shown/verified on a revised certificate of survey. Schiltz opened the public hearing with no

response; therefore, the public hearing was closed. O’Leary- need to address the lake setback, this is a big ask where we do not allow building; Graham-it really is there already, where the water goes is what matters; O’Leary-past commission and variance request was denied, then appealed and overwritten-given to them, we have an opportunity to look at this request, there is a deck but do we want to add a structure to that. Schiltz asked if any of the commissioners had additional questions. Fuhs-would like to discuss the language for the conditions before we do the findings of fact; O’Leary-Satterlund can you read back the conditions as you have them; Satterlund-submit a plan to take the 28.26% back to the previously approved 26.5% before any new construction were to happen; SWMP that takes into consideration all of the calculations of the impervious development; no mow buffer plan, which is required for a construction permit; Satterlund and commissioners held a discussion on driveways & pervious surfaces; Satterlund-at the on-site we saw three temporary structure, they need permits, move them as soon as possible or come in for a permit; O’Leary-what is the time line to take care of the temporary structures. Schiltz requested Satterlund to initiate the findings of fact procedure with the board members deliberating and responding to each question.

December 20, 2024 Action:

Motion by O’Leary; supported by Graham to approve the variance for:

- Lake setback of 60 feet where 75 feet is required to proposed covered porch
- Increase impervious to 30.64% where 25% is allowed-AMENDMENT: the applicant has withdrawn the impervious request, stating the imperious total will be at the previously approved 26.5%, which includes this proposed project

To construct:

- 556 square foot proposed covered porch over the existing deck, which will bring the impervious total to 30.64% per submitted final survey-AMENDMENT: impervious to be at 26.5% with verification from a certificate of survey

Per the findings of fact as discussed, the on-site conducted on 12-19-2024 and as shown on the certificate of survey received at the Planning & Zoning office dated 9-18-2024 for property located at 33569 Lake Street, City of Crosslake

Conditions:

Chapter 26 – Land Use; Sec. 26-227 Variance Decision - Variances must be substantially completed within two years of receiving approval – the approval of this variance will expire on 12-20-2026

1. Work with the Planning and Zoning Administrator to approve the implementation and expansion of the submitted stormwater management plan. If requested by the Planning and Zoning Administrator an engineered SWMP will be required.
2. Work with the Planning & Zoning Administrator to implement, maintain, and submit a plan to accommodate the shoreline buffer according to the requirements as stated on the previously approved 2002 variance of re-establishing natural vegetation within 25’ wide area from the OHW.
3. Submit an impervious plan to decrease the parcel to the previously approved 2002 variance impervious amount of 26.5%, which would include this proposed variance project. Submit a revised certificate of survey by a licensed surveyor to verify the parcel has been reduced to 26.5%.

Findings: See attached/packet

All members voting “Aye”, Motion carried.

A short break was taken

**Crosslake Planning & Zoning
City of Crosslake, Chapter 26 Land Use Revisions
For a new Personal Storage District**

Satterlund-city council while working with 3 developers within Crosslake, tasked the P&Z commissioners to work on this new personal storage district; between city staff and the city attorney we came up with the handout in the PC/BOA packet; we have discussed this at a couple of previous meetings; this would be the third meeting; do we want a personal storage district in Crosslake; a whole district for one individual use; Schiltz-table it again; need new direction with the change of the city council members; we can spend 3-4 hours to have it thrown out; Fuhs-why bring it now for a discussion when we already tabled it; Satterlund-was tabled, but wanted to bring it back up; it can't just die; we have to work through this; decision has to be made; need to accurately work with the developers moving forward; we all need to be on the same page; city council was not clear on their decisions on how to move forward; we were given this task from city council; we have to work through this; not opposed to tabling this given Schiltz's reasoning, but need to continue working through this together; city council has the final say, but the commission has more knowledge when it comes to P&Z ordinances in Crosslake; we are the PC/BOA, so a lot of the decisions should be coming from P&Z and going to the council for approval or not; ultimately moving forward I want that to be a precedence; past council gave direction, now P&Z needs to figure it out; Herzog-direction from council was as clear as mud; good idea to have a training meeting; table this until after that meeting; I consider this district spot zoning; ask the attorney at a meeting about spot zoning; not in favor of this district; Graham-is this district because of the 3 developers; Fuhs-the way we wrote this is not in itself spot zoning; wrote with intention to have an area where it could be used; this ordinance district does not have anything to do with the 3 developers; a separate action would have to be done on those parcels to say we are putting them into this district; this ordinance district add/change stands alone; Satterlund-can't speak for the 3 developers, but I think they would all say "go pound sand" if this came before them; Fuhs-explained the ordinance procedure for commercial district; discussion on ordinance requirements and procedures in place and what this new district would require; opposed to converting commercial to anything else; O'Leary-what does tabling this mean; Satterlund-this goes through P&Z and recommended to city council per our ordinance; it would come back to the commissioners at some time in the future; before the future meeting we could solicit city council thoughts; O'Leary-we could table it today; Satterlund could present this at next formal council meeting and ask how P&Z should proceed; Satterlund-present to council to get their thoughts/not a motion on what we have seen already; O'Leary-as a board we would like to know that the new council wants us to proceed in this direction; Graham-back to spot zoning; wouldn't this be spot zoning; Satterlund-because it is a new district; I don't consider this necessarily spot zoning; land owners would come before the PC/BOA board for the ask; depending on the location an argument could be made whether it is spot zoning; Graham-don't see the benefit in this; after the article in the Star Tribune, our land is worth a lot of money; allowing metal buildings is not a good idea; Schiltz-this district is condoning cheap metal unstructured buildings; not a good use of the land; Satterlund-a district for one use doesn't make sense; McGrath-ordinance needs tidying up; land use table has a lot of items that loop holes could be use; Schiltz-motion to table; O'Leary-amendment to the motion that Satterlund takes the personal storage district to the new city council on whether we should proceed or direction on how to proceed; Fuhs-discussion on the motion; as a commission, at some point we need to come to a conclusion on whether we want a personal storage district; will the new district be helpful to us in our work; Graham-community

December 20, 2024 Planning Commission/Board Of Adjustment Meeting

adversarial conversations about these metal buildings; meeting to get community input; Fuhs-community does care, but not enough to step-up until it is in their location; this district is separate from the three developers; we have people living in commercial and we need a process to deal with that; need input from many city department resources; is there a benefit with this new district; we could table and just let it sit until we want to bring it back; we could do a separate motion to ask council for direction on why there is a need for a personal storage district.

December 20, 2024 Action:

Motion to table by Schiltz; supported by O’Leary with amendment that Satterlund takes the personal storage district to the new city council on whether we should proceed or direction on how to proceed. Discussion was held per above minutes and motion died.

Motion to table the personal storage district by Schiltz; supported by O’Leary.

Per the discussions held at multiple workshops and planning commission/board of adjustment meetings in conjunction with today’s final outcome.

See attached/packet

All members voting “Aye”, Motion carried to table the personal storage district.

Other Business:

Staff report

Development Review Team (DRT) had 1 December monthly meeting

Permits – 2 given out

Try to schedule a workshop; get new members on board; training

Next Month:

January 13 – Public Hearing Application deadline

January 13 – City Council Meeting

January 14 – Development Review Team (DRT)

January 23 – On-site visit (cancelled)

January 24 – PC/BOA Meeting (cancelled)

Open Forum:

1. Miller spoke, but not at the podium, not understood

Matters not on the Agenda:

1. There were no matters not on the agenda

Motion by Schiltz; supported by Fuhs to adjourn at 11:20 A.M.

All members voting “Aye”, Motion carried.

Respectfully submitted,

Cheryl Stuckmayer

Cheryl Stuckmayer
Planner-Zoning Coordinator

C.
7.

Crosslake Park, Recreation, and Library Commission Minutes

Wednesday January 22, 2025

Crosslake Community Center 2:00pm

Present: Chair Peter Graves, Heather Jones, Ann Schrupp (via phone), Mary Jo Fritsvold, Kristin Graham, Kera Porter, David Rogers, Parks, and Recreation Director TJ Graumann

Not in attendance: Joe Albrecht, City Council Liaison Jackson Purfeerst

I. The meeting was called to order at 2:00 pm

We are adding two new members, Joe Albrecht and David Rogers (Alt)

II. Approval of Minutes

Motion to approve minutes of December 2024 meeting.

Kristin/Mary Jo Favor: All Opposed: None

III. Appointment of Chair

Joe and Peter were both nominated. Peter encouraged others on the commission to take a turn at chair at some point as he has gained a lot from the experience. Discussion followed.

Motion to appoint Peter Graves as chair.

Kristin/Mary Jo Favor: All Opposed: None

IV. Appointment of Secretary

Motion to appoint Heather as Secretary.

Kera/Kristin Favor: All Opposed: None

V. Old Business

A) Discuss Mountain Bike Trail Feasibility Study – TJ brought a copy of an email from Widseth. A study would be our next step in looking at adding mountain bike trails. TJ would like to address the council before the commission makes any recommendations. He is looking at 2026/2027 to move ahead with this.

B) Shared-Use Trails Comp Plan – TJ brought us updates on the SS4A grant. There is a lot of work to be done and details to be figured out.

VI. New Business

A) ROW water quality considerations – TJ had a meeting with the water quality group to discuss ROW water access. The four water access ROW's are Robert St, East Shore, Ivy Lane, and Ginseng Patch. We discussed the permit that the city had required years ago

for use of these accesses. Do we try that again? We need to continue to communicate with WAPOA on water issues and how best to mark and sign these accesses. Ann will look into inviting someone from WAPOA to our February meeting.

- B) Pine River Overlook Park hours through winter – There are neighbors that are not happy the gate is closed. TJ had closed the gate as the park had been developed for Spring/Summer/Fall use, however now neighbors want use of the space.

Motion to open the gate and allow people to use the park through the winter.

Heather/Kristin

Favor: All

Opposed: None

- C) Additional Info for the group – Peter wanted to share some pickleball info. In the past there has been an April Foolish tournament in April, however it was not well attended and hard to get donations due to people not being back in town yet. The pickleballers have also worked with the Senior expo group to do lessons and exposure events that were not well attended. The thought now is to have a senior tournament/charity event sponsored by the Senior Expo. More info to follow on this.

VI) Other Business

A) Updates

- i. New Programs/activities in 2025 – Jamie has been tasked with adding new events for the community. There was a tumbling class at the community center through Pequot community ed, it was going well with thirteen or so kids in attendance on the first night. There is also an art class scheduled through community ed that has good enrollment. They will be reintroducing Tot Time as a read and Play time, no age restrictions. It will include story time in the library and play time in the gym. They have partnered with Pal to get a new obstacle course, foam set, small basketball hoop, and a hopscotch rug for use during this time. It will start in February. Another idea is to have scheduled play times on the playground with bubbles and other fun games that would let parents know when there will be other kids there to play. They are also looking at adding “packages” for birthday parties, bridal showers, etc. for use of the space. A dog meet and greet day was suggested by Peter. For the winter months there is talk of having an indoor family movie night in the gym.

- B) Comments from the commission – Kristin has been doing Yoga and Cardio in the gym with Donna and enjoying it. Peter mentioned that at a dentist appointment he spoke to his dentist about parks things, and she was impressed with the master plan and had good things to say about the parks in Crosslake. Ann has used the workout room and complimented the equipment. TJ mentioned they will be getting new transmitters for the TV sound.

C) Pequot Lakes Community Education Update –Joell was not in attendance.
TJ is continuing to work with them to provide opportunities in Crosslake.

VII) Open Forum – None

VIII) Adjourn

Motion to adjourn at 3:06pm.

Peter/MaryJo

Favor: All

Opposed: None

C.8.

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, FEBRUARY 3, 2025
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, February 3, 2025, in City Hall. The following Commission Members were present: Tom Swenson, Gordon Wagner, Tim Berg, and Mary Prescott. Also in attendance were Public Works Director Pat Wehner, City Administrator Lori Conway, City Council Member Robin Sylvester & City Engineer Phil Martin. Dave Schrupp was via zoom from location Estancia Villas, Venice, Florida 34292. There were 4 in the audience.

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

Tom Swenson introduced Mary Prescott as our new Commission Member for Public Works and Robin Sylvester as our new Public Works Council Liaison.

Tom Swenson was appointed as the Chairman for Public Works for the upcoming year.

A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY TIM BERG TO APPROVE TOM SWENSON AS THE NEW CHAIRMAN.
A ROLL CALL MOTION CARRIED WITH ALL AYES.

Tim Berg as the Vice Chairperson for Public Works for the upcoming year.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO APPROVE TIM BERG AS THE NEW VICE CHAIRMAN.
A ROLL CALL MOTION CARRIED WITH ALL AYES

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY TIM BERG TO APPROVE THE MEETING MINUTES FROM DECEMBER 2, 2024.
A ROLL CALL MOTION CARRIED WITH ALL AYES.

Pat gave an update on new Side x Side for clearing the sidewalks and mentioned a sander was installed as well. He also mentioned that their John Deere tractor is also being used for clearing sidewalks and working well. As of today, we are hauling the snow away and if it continues to snow and having to haul it away, man powering this may be an issue for Public Works Department.

Discussion with the County was mentioned for the east side of the road clearing from Lakes Craft & Cones to the Bridge and add a temporary pedestrian crosswalk.

Dave Schrupp would like to see documentation more often from the County on the progress of the sidewalks and staying on top and not slipping through any cracks. Due for completion by 2028.

Pat updated with the status on the current and future projects. Future projects, CR 103 Resurfacing, CSAH 66 Daggett Brook Bridge, CSAH 3/CSAH 36/CR 103 Roundabout, CSAH 66 Resurfacing and CR 120 Resurfacing.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TIM BERG TO RECOMMEND TO THE CITY COUNCIL TO ADD RUMBLE STRIPS TO THE PROJECT ON CR 103 AND CHANGING ROADS TO A 4 FOOT SHOULDER AND 11 FOOT DRIVING LANES.

A ROLL CALL MOTION CARRIED WITH ALL AYES.

Lori Conway spoke regarding her meeting with Park & Rec. Director TJ and Public Works Director Pat and has agreed to possibly add another committee to cover all trails. They have filled out and submitted the SS4 Grant for approval. Feasibility study is being worked on and when that is published, this will help with all the segments

Robin Sylvester advised we should wait and do a little more work on this project before moving forward. Phil Martin feels a trail is a better option and not just add 1 extra foot to the shoulder will be sufficient. He also feels the city needs to step up and push for an easement to add the Trail for safety reasons and it will separate the road from the trail.

Mike O'Connell in the audience spoke raising his concerns on the trails and agrees with Phil that The city needs to step up and push for the trails. Start applying for more grants and push more for this project to happen. We should not give in to the County so easily. This is a high traveled dangerous road. The county needs to be aware that this was proposed to them in 2023. How can we get this to start happening. Trails to begin on 103 to W. Shore Drive or Happy Landing to Perkins Road which is ½ the trail?

Phil mentioned that the County is going to do some research on this and see what the best option for the city will be to proceed.

Pat spoke regarding Reeds & Bar Stock Sewer easement and will speak more with Bill Reed regarding the parking lot. We do not want to own the parking lot and they must maintain it. Phil is concerned if there is a break or any resurface improvements made, we will have to increase our cost to maintain it or any problems that may arise. Gordon would like more information on this before any commitment is made. Easements need to be checked with Planning & Zoning Department. The Public Works Committee agreed to see the final drawings of their plan 100% before we can commit but let them know we tentatively would say yes and move forward with discussion.

Phil updated on Year 2 Improvements and assessing with M & O and asked for input on how to spread out the assessments to make it fair to all residents? Should there be an increase for inflation? Tom suggested running numbers of all the parcels? 2024 was the 1st M & O and values were reasonable Phil feels.

Phil would like to close out balances with Moonlite Square Car Wash, Moonlite Square Convenience Store & Moonlite Bay Restaurant with either refunds or collections from each to close out the year.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY GORDON WAGNER TO RECOMMEND TO THE CITY COUNCIL TO REIMBURSE MOONLITE SQUARE CAR WAS AND COLLECT OUTSTANDING BALANCES FROM MOONLITE BAY CONVENIENCE STORE AND MOONLITE BAY RESTAURANT FOR THEIR SEWER CONNECTION CHARGES.

A ROLL CALL MOTION CARRIED WITH ALL AYES.

Phil updated on Harbor Lane project and the easements are being finalized for this project to start in 2025 and include the trail.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TOM SWENSON TO RECOMMEND TO THE CITY COUNCIL TO MOVE FORWARD WITH THIS PROJECT AND ISSUE A BOND FOR THIS FULL PROJECT.

A ROLL CALL MOTION CARRIED WITH ALL AYES.

Phil discussed the Private Development Road and showed some concerns meeting Class 5 Standards and inspections. Do we recommend having Borings done or pull back their Class 5 to make sure it meets all requirements and for liability reasons? The city will not be responsible for taking over or maintaining this road since there was no involvement or acknowledgment from the developers adding this road. Developers need to know what their responsibilities are.

Tom asked for an update on the Ground rod and who is paying for the incident that occurred on Swann Drive. Lori has been trying to get in contact with Alex and with no attempt in reaching them. She will send Alex a certified letter for another attempt to collect.

Tom raised some concerns on Sand Point with the chip seal and cracks that are opening again. He mentioned that maybe after a year of chip sealing, the roads should be looked at?

A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY TOM SWENSON TO ADJOURN THE MEETING AT 6:00 P.M.

A ROLL CALL MOTION CARRIED WITH ALL AYES.



Sharyl Murphy
Deputy Clerk/City Treasurer

C. 9.

SCORE REPORT FORM

Mo./Yr. January 2025

CROSSLAKE REPORT

Organization:	Waste Partners, Inc. PO Box 677 Pine River, MN 56474
Contact Person:	Drey Loge Ph: (218) 824-8727 Fax: (218) 587-5122

Materials delivered to:	Cass County - Pine River Transfer Station Cardboard & Mixed Paper - LDI Metal - Crow Wing Recycling or Pine River Iron & Metal
-------------------------	--

RESIDENTIAL COMMERCIAL

Total Paper : (includes)	11,773	
Corrugated Cardboard	6,889	
Newspaper	-	
Mixed Paper (News, Mags, Mixed Mail, CDBD)	4,884	

Metal: Appliances, misc...

Commingled Materials: (includes) 35,044

%		lbs
5%	Metals- Aluminum Cans	1752
21%	Tin Cans	7359
61%	Glass-	21377
	Clear bottles	
	Green bottles	
	brown bottles	
10%	Plastic - #1 & #2 bottles	3504
3%	Rejects	1051
100%		35044

Total LBS.	46,817	0
Total Tons	23.41	0

OUT OF COUNTY Waste Disposal	
Final Destination:	N/A
Disposal Site Permit # :	_____
Tons Delivered:	NONE

Total Number of Recycling Customers Served this Month
1345

	Recycling Customers	%	Paper	Commingle
			26,960	193,460
Brainerd	3132	42%	11,372	81,605
Baxter	1472	20%	5,345	38,353
Breezy Point	542	7%	1,968	14,122
Pequot Lakes	365	5%	1,325	9,510
Crosslake	1345	18%	4,884	35,044
Ironton	246	3%	893	6,410
Nisswa	323	4%	1,173	8,416
	7425	100%		

**CROSSLAKE-FIFTY LAKES AMER. LEGION POST 500 & AMER. LEGION AUXILIARY UNIT 500
2024 CHARITABLE CONTRIBUTIONS REPORT**

C.
10.

<u>RECIPIENT</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>	<u>TOTAL</u>
<u>Assistance to Veterans and Organizations Which Assist Veterans</u>			
Homeless & Wounded Warriors of MN	Organization supports veterans in need	\$9,632	
Eagle's Healing Nest	Organization supports veterans in need	\$3,000	
Magnus Vets Foundation	Organization supports veterans in need	\$3,000	
Minnesota Veterans Project	Organization supports veterans in need	\$2,000	
Vets Camp on Big Marine	Program for disabled veterans	\$2,000	
Sons of Veterans of the Civil War	Organization supports veteran families	\$1,000	
Northern Lakes Vets & Friends	Organization supports veterans in need	\$500	
Gabriel's Home	Horse rescue program that helps vets	\$1,500	
Soldiers 6	Trains dogs for vets and emerg workers with PTSD	\$1,000	
Forgotten Heros	Organization supports veterans	\$1,000	
Wreaths for the Fallen	Veterans memorial program	\$1,000	
MN American Legion Auxiliary-ALA	Support several programs for veterans	\$3,000	
Lutheran Social Services	Meals for senior veterans	\$72	
American Legion Post 500 Color Guard	Color Guard uniforms & supplies	<u>\$200</u>	\$28,904
<u>Support for Active Military</u>			
Becky's Troop Packages	Gifts & Shipping for Active Duty Soldiers	\$600	
Support the Troops	Program supporting military members	\$1,000	
Semper Fi Flo	Organization helps military members and veterans	\$1,000	
Gold Star Foundation	Organ. assists families of fallen military members	<u>\$1,000</u>	\$3,600
<u>Education Assistance-College Scholarships</u>			
University of MN - Crookston	Scholarship for local student	\$1,000	
North Dakota State University	Scholarship for local student	\$1,000	
University of WI-Madison	Scholarship for local student	\$1,000	
Central Michigan University	Scholarship for local student	\$1,000	
Central Lakes College	Scholarship for local student	<u>\$1,000</u>	\$5,000
<u>Support for Children & Youth Programs</u>			
Legionville	Support for communit project	\$2,000	
Camp Knutson	Support for camp for disabled youth	\$2,000	
Blue Line Club	Support for youth hockey	\$1,000	
Vikingland Shooting Club	Support for youth shooting club	<u>\$1,000</u>	\$6,000
<u>Support for Other Community Programs & Organizations</u>			
Crosslake Food Shelf	Support local families in need	\$4,000	
Emily Food Shelf	Support local families in need	\$4,000	
Lakes Area Pregnancy Support Center	Support for local pregnancy support center	\$4,500	
Knights of Columbus	Support for community projects	\$1,000	
PAL Foundation	Support for community projects	\$500	
Walk With Us	Support for program to prevent suicides	\$1,000	
Crosslake Historical Society	Support for historical organization	\$1,000	

Christmas for Kids	Support for local families' Christmas program	\$1,000	
Flag donations to various local organ.	Support fot local organizations	<u>\$300</u>	<u>\$17,300</u>
Total Charitable Contributions for 2024			\$60,804

Contribution Report

Crosslake Ideal Lions Club

For All Sites

From 01/01/2024 to 12/31/2024

Date Written	Check Number	Payee	Description	Total
For Empty Code				
02/16/2024	9056	Lutheran Social Services	session expenses for one disadvantaged camper	1500.00
02/16/2024	9057	Independent School Dist 186	Robotics donation	2500.00
02/16/2024	9058	Pequot Lakes Red Line Club	donation	3000.00
02/16/2024	9059	Crosslake Area Senior Services	Crosslake Senior Expo	1500.00
02/16/2024	9060	Greater Crosslake Area Foundation	pickleball tournament	900.00
02/16/2024	9066	PAL Foundation	st pat's day celebration	1200.00
02/16/2024	9062	Crosslake Food Shelf	food shelf donation	2000.00
03/13/2024	9077	PAL Foundation	pickleball	3000.00
03/13/2024	9078	The Patriot Sharpshooters	pequot trap team	5000.00
03/13/2024	9079	City of Crosslake	fire dept	6000.00
03/13/2024	9080	Crosslake Food Shelf	food donation	3000.00
04/05/2024	9084	Kim Anderson	financial hardship	1000.00
04/10/2024	9091	Jeff Schwinghammer	medical expenses	5000.00
04/11/2024	9092	Crisis Line & Referral Service		1000.00
04/11/2024	9093	Ind School Dist 186	boys track & field	3000.00
05/08/2024	9110	State of Minnesota	01487 annual fee invoice	1200.00
05/09/2024	9112	Crosslake Community School	trap team	4000.00
05/09/2024	9113	Patriot Activities Club	Pequot Grad Blast	2000.00
05/21/2024	9015	PAL Foundation	Music in the park	500.00
05/21/2024	9116	PAL Foundation	Music in the park	20888.32
06/21/2024	9131	PAL Foundation	pickleball	2500.00
06/22/2024	9132	Ind School Dist 186	Reel North Alliance donation	2500.00
07/29/2024	9147	Greater Crosslake Area Foundation	Crosslake Days Music	4000.00
07/30/2024	9148	KOFC Crosslake Emily Foundation	Coats for kids	2000.00
08/17/2024	9158	Bridges of Hope	shelter operations	3000.00
08/17/2024	9159	Paul Bunyan Scenic Byway Assn	wounded warriors	4000.00
08/17/2024	9160	Outreach Program of Brainerd	meals	3000.00
08/20/2024	9163	Brainerd Lakes Area Chamber of	Sponsorship Chamber crosslake days	750.00
09/12/2024	9175	Paul Bunyan Scenic Byway Assn	Linda Ulland Memorial Gardens	2500.00
10/08/2024	9184	Johnna Andrews	medical expenses	1000.00
10/17/2024	9186	Pohl Childrens Scholarship		5000.00
10/17/2024	9187	Ideal Township	trunk or treat donation	500.00
11/15/2024	1	MN Dept Revenue	unrelated business income	136.00
11/29/2024	9203	Boy Scouts of America		2000.00
12/04/2024	9213	Greater Crosslake Area Foundation	NLES mits hats- thank you cards	794.34
12/05/2024	9214	Brainerd Lakes Chamber Foundation	hot habanero sponsorship - meeting 11-27 verified	3000.00
12/12/2024	9216	Danielle Faltzgraff	medical hardship	5000.00
12/16/2024	101540	MN Dept Revenue	UBIT tax estimate	220.00
Total of Empty Code				110088.66
Total of Organization				110088.66

Merrifield Marathons Area Donations

	2024	2023	2022	2021	Total
Acorn Hill		\$ 1,000			\$ 1,000
Am Suicide Prevention	\$500	\$ 500	\$ 250	\$ 500	\$ 1,750
Christmas for Kids	\$500	\$ 500	\$ 600	\$ 500	\$ 2,100
Emily-Outing Snowbirds			\$ 5,000		\$ 5,000
Food Shelves	\$13,750	\$ 7,000	\$ 11,500	\$ 10,000	\$ 42,250
Habitat for Humanity	\$500	\$ 1,000	\$ 1,500	\$ 1,000	\$ 4,000
Lakes Area Rescue		\$ 250			\$ 250
Love Thy Neighbor	\$750				\$ 750
Merrifield Lions	\$300	\$ 1,000			\$ 1,300
Mounted Eagles				\$ 1,000	\$ 1,000
Parker Scout Camp	\$500			\$ 500	\$ 1,000
Pequot Grad Blast	\$200				\$ 200
Prevent Child Abuse	\$500	\$ 500			\$ 1,000
Relationship Safety Alliance	\$1,000		\$ 1,000		\$ 2,000
Salvation Army-Back to School	\$750	\$ 500	\$ 700	\$ 700	\$ 2,650
Scholarship	\$7,000	\$ 10,000	\$ 8,800	\$ 8,500	\$ 34,300
St Vincent de Paul	\$1,750	\$ 2,500			\$ 4,250
The Center		\$ 500	\$ 500	\$ 500	\$ 1,500
Toys for Kids	\$500	\$ 500	\$ 600	\$ 500	\$ 2,100
Subtotal	\$28,500	\$ 25,750	\$ 30,450	\$ 23,700	\$ 108,400
Trails	\$3,861	\$ 50,846	\$ 46,082	\$ 7,115	\$ 107,904
Total	\$32,361	\$ 76,596	\$ 76,532	\$ 30,815	\$ 216,304

Bank Register Details by Category

Northern Lakes Youth Hockey Assoc Inc

From 01 Jan 2024 to 31 Dec 2024, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
A01 - 501(c)(3) and (4)								-
								432,100.00
	12 Jan 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	transfer to general	1,200.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Breezy Point Convention C	transfer to general	4,500.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Lakes Tavern	transfer to general	1,500.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Lucky's Tavern	transfer to general	7,500.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Maucieri's	transfer to general	1,200.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Moonlite Bay	transfer to general	3,000.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Ox Lake Tavern	transfer to general	1,800.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Patrick's Cedar Chest	transfer to general	2,400.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Shiners	transfer to general	1,200.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Tesoro	transfer to general	300.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	The North Star	transfer to general	2,400.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Whitefish Golf Club	transfer to general	300.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Whitefish Properties Mana	transfer to general	300.00	0.00	
	12 Jan 2024	D-Debit	NLYHA	Zorbaz Crosslake	transfer to general	2,400.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	transfer to general	1,200.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Breezy Point Convention C	transfer to general	4,500.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Lakes Tavern	transfer to general	1,500.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Lucky's Tavern	transfer to general	7,500.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Maucieri's	transfer to general	1,200.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Moonlite Bay	transfer to general	3,000.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Ox Lake Tavern	transfer to general	1,800.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Patrick's Cedar Chest	transfer to general	2,400.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Shiners	transfer to general	1,200.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Tesoro	transfer to general	300.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	The North Star	transfer to general	2,400.00	0.00	

Bank Register Details by Category

Northern Lakes Youth Hockey Assoc Inc

From 01 Jan 2024 to 31 Dec 2024, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
	02 Feb 2024	D-Debit	NLYHA	Whitefish Golf Club	transfer to general	300.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Whitefish Properties Mana	transfer to general	300.00	0.00	
	02 Feb 2024	D-Debit	NLYHA	Zorbaz Crosslake	transfer to general	2,400.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	transfer to General	1,200.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Breezy Point Convention C	transfer to General	4,500.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Lakes Tavern	transfer to General	1,500.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Lucky's Tavern	transfer to General	7,500.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Maucieri's	transfer to General	1,200.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Moonlite Bay	transfer to General	3,000.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Ox Lake Tavern	transfer to General	1,800.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Patrick's Cedar Chest	transfer to General	2,400.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Shiners	transfer to General	1,200.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Tesoro	transfer to General	300.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	The North Star	transfer to General	2,400.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Whitefish Golf Club	transfer to General	300.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Whitefish Properties Mana	transfer to General	300.00	0.00	
	19 Mar 2024	D-Debit	NLYHA	Zorbaz Crosslake	transfer to General	2,400.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	1,600.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	6,000.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	2,000.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	10,000.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	1,600.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	4,000.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	2,400.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	3,200.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Shiners	Transfer to General	1,600.00	0.00	

Bank Register Details by Category

Northern Lakes Youth Hockey Assoc Inc

From 01 Jan 2024 to 31 Dec 2024, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
	22 Mar 2024	D-Debit	NLYHA	Tesoro	Transfer to General	400.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	The North Star	Transfer to General	3,200.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	400.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Whitefish Properties Mana	Transfer to General	400.00	0.00	
	22 Mar 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	3,200.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	1,200.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	4,500.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	1,500.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	7,500.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	1,200.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	3,000.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	1,800.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	2,400.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Shiners	Transfer to General	1,200.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Tesoro	Transfer to General	300.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	The North Star	Transfer to General	2,400.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	300.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Whitefish Properties Mana	Transfer to General	300.00	0.00	
	08 Apr 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	2,400.00	0.00	
	14 May 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	1,200.00	0.00	
	14 May 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	4,500.00	0.00	
	14 May 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	1,500.00	0.00	
	14 May 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	7,500.00	0.00	
	14 May 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	1,200.00	0.00	
	14 May 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	3,000.00	0.00	
	14 May 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	1,800.00	0.00	

Bank Register Details by Category

Northern Lakes Youth Hockey Assoc Inc

From 01 Jan 2024 to 31 Dec 2024, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
	14 May 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	2,400.00	0.00	
	14 May 2024	D-Debit	NLYHA	Shiners	Transfer to General	1,200.00	0.00	
	14 May 2024	D-Debit	NLYHA	Tesoro	Transfer to General	300.00	0.00	
	14 May 2024	D-Debit	NLYHA	The North Star	Transfer to General	2,400.00	0.00	
	14 May 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	300.00	0.00	
	14 May 2024	D-Debit	NLYHA	Whitefish Properties Mana	Transfer to General	300.00	0.00	
	14 May 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	2,400.00	0.00	
	29 May 2024	5002	NLYHA	Big Al's Minnesota 6 Bar & Grill	donation to general fund	800.00	0.00	
	29 May 2024	5002	NLYHA	Breezy Point Convention C	donation to general fund	3,000.00	0.00	
	29 May 2024	5002	NLYHA	Lakes Tavern	donation to general fund	1,000.00	0.00	
	29 May 2024	5002	NLYHA	Lucky's Tavern	donation to general fund	5,000.00	0.00	
	29 May 2024	5002	NLYHA	Maucieri's	donation to general fund	800.00	0.00	
	29 May 2024	5002	NLYHA	Moonlite Bay	donation to general fund	2,000.00	0.00	
	29 May 2024	5002	NLYHA	Ox Lake Tavern	donation to general fund	1,200.00	0.00	
	29 May 2024	5002	NLYHA	Patrick's Cedar Chest	donation to general fund	1,600.00	0.00	
	29 May 2024	5002	NLYHA	Shiners	donation to general fund	800.00	0.00	
	29 May 2024	5002	NLYHA	Tesoro	donation to general fund	200.00	0.00	
	29 May 2024	5002	NLYHA	The North Star	donation to general fund	1,600.00	0.00	
	29 May 2024	5002	NLYHA	Whitefish Golf Club	donation to general fund	200.00	0.00	
	29 May 2024	5002	NLYHA	Whitefish Properties Mana	donation to general fund	200.00	0.00	
	29 May 2024	5002	NLYHA	Zorbaz Crosslake	donation to general fund	1,600.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	600.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	2,250.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	750.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	3,750.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	600.00	0.00	

Bank Register Details by Category

Northern Lakes Youth Hockey Assoc Inc

From 01 Jan 2024 to 31 Dec 2024, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
	05 Jun 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	1,500.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	900.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	1,200.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Shiners	Transfer to General	600.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Tesoro	Transfer to General	150.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	The North Star	Transfer to General	1,200.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	150.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Whitefish Properties Mana	Transfer to General	150.00	0.00	
	05 Jun 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	1,200.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	600.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	2,250.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	750.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	3,750.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	600.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	1,500.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	900.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	1,200.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Shiners	Transfer to General	600.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Tesoro	Transfer to General	150.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	The North Star	Transfer to General	1,200.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	150.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Whitefish Properties Mana	Transfer to General	150.00	0.00	
	14 Jun 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	1,200.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	600.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	2,250.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	750.00	0.00	

Bank Register Details by Category

Northern Lakes Youth Hockey Assoc Inc

From 01 Jan 2024 to 31 Dec 2024, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
	25 Jul 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	3,750.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	600.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	1,500.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	900.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	1,200.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Shiners	Transfer to General	600.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Tesoro	Transfer to General	150.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	The North Star	Transfer to General	1,200.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	150.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Whitefish Properties Mana	Transfer to General	150.00	0.00	
	25 Jul 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	1,200.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	600.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	2,250.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	750.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	3,750.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	600.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	1,500.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	900.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	1,200.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Shiners	Transfer to General	600.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Tesoro	Transfer to General	150.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	The North Star	Transfer to General	1,200.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	150.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Whitefish Properties Mana	Transfer to General	150.00	0.00	
	31 Jul 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	1,200.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	1,200.00	0.00	

Bank Register Details by Category

Northern Lakes Youth Hockey Assoc Inc

From 01 Jan 2024 to 31 Dec 2024, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
	19 Aug 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	4,500.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	1,500.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	7,500.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	1,200.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	3,000.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	1,800.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	2,400.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Shiners	Transfer to General	1,200.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Tesoro	Transfer to General	300.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	The North Star	Transfer to General	2,400.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	300.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Whitefish Properties Mana	Transfer to General	300.00	0.00	
	19 Aug 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	2,400.00	0.00	
	26 Aug 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	12,100.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	1,200.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	4,500.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	1,500.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	7,500.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	1,200.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	3,000.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	1,800.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	2,400.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Shiners	Transfer to General	1,200.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Tesoro	Transfer to General	300.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	The North Star	Transfer to General	2,400.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	300.00	0.00	

Bank Register Details by Category

Northern Lakes Youth Hockey Assoc Inc

From 01 Jan 2024 to 31 Dec 2024, Bank Account: All, Category: Other Transactions

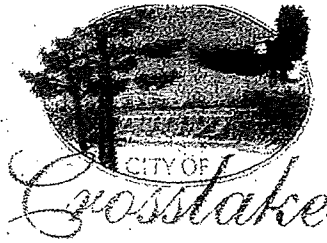
Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
	09 Sep 2024	D-Debit	NLYHA	Whitefish Properties Mana	Transfer to General	300.00	0.00	
	09 Sep 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	2,400.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	1,200.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	4,500.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	1,500.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	7,500.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	1,200.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	3,000.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	1,800.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	2,400.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Shiners	Transfer to General	1,200.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Tesoro	Transfer to General	300.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	The North Star	Transfer to General	2,400.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	300.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Whitefish Properties Mana	Transfer to General	300.00	0.00	
	21 Oct 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	2,400.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	transfer to general	1,200.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Breezy Point Convention C	transfer to general	4,500.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Lakes Tavern	transfer to general	1,500.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Lucky's Tavern	transfer to general	7,500.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Maucieri's	transfer to general	1,200.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Moonlite Bay	transfer to general	3,000.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Ox Lake Tavern	transfer to general	1,800.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Patrick's Cedar Chest	transfer to general	2,400.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Shiners	transfer to general	1,200.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Tesoro	transfer to general	300.00	0.00	

Bank Register Details by Category

Northern Lakes Youth Hockey Assoc Inc

From 01 Jan 2024 to 31 Dec 2024, Bank Account: All, Category: Other Transactions

Category	Date	CK#	Vendor	Premise	Memo/ Serial #	Payment	Deposit	Total
	12 Nov 2024	D-Debit	NLYHA	The North Star	transfer to general	2,400.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Whitefish Golf Club	transfer to general	300.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Whitefish Properties Mana	transfer to general	300.00	0.00	
	12 Nov 2024	D-Debit	NLYHA	Zorbaz Crosslake	transfer to general	2,400.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Big Al's Minnesota 6 Bar & Grill	Transfer to General	1,200.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Breezy Point Convention C	Transfer to General	4,500.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Lakes Tavern	Transfer to General	1,500.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Lucky's Tavern	Transfer to General	7,500.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Maucieri's	Transfer to General	1,500.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Moonlite Bay	Transfer to General	3,000.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Ox Lake Tavern	Transfer to General	1,800.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Patrick's Cedar Chest	Transfer to General	2,400.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Shiners	Transfer to General	1,200.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Tesoro	Transfer to General	300.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	The North Star	Transfer to General	2,400.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Whitefish Golf Club	Transfer to General	300.00	0.00	
	16 Dec 2024	D-Debit	NLYHA	Zorbaz Crosslake	Transfer to General	2,400.00	0.00	



License Fee \$ 50.00

**APPLICATION FOR
GROUP TRANSIENT MERCHANT PERMIT**

1. Name of applicant: Mission of the Cross Lutheran Church
submitted by Al Schew
(first) (middle) (last) (maiden)
2. Other names under which the applicant conducts business or to which applicant officially answers: _____
3. A physical description of the applicant (hair color, eye color, height, weight, distinguishing marks and features): _____
4. Full address of applicant's permanent address: 13716 County Rd 103
Crosslake, MN 56442
5. Type of business for which the applicant is applying: 3 Flea Markets
6. The dates during which the applicant intends to conduct business in the City (maximum 14 consecutive days):
5/24/25, 7/5/25, 8/30/25 HOURS 9-4

7. Any and all addresses and telephone numbers where the applicant can be reached while conducting business within the City: Al Schewe cell 612-597-1827
MOTC 218-692-4228

8. Name and phone number of contact person or persons other than applicant: _____
See Above

9. Location where transient merchant intends to set up business (attach written permission of the property owner or the property owner's agent for any property to be used by a transient merchant): address in item

10. A general description of the items to be sold or services to be provided: _____
Flea market + craft sale

NOTE: FOOD VENDORS MUST SUPPLY A COPY OF FOOD LICENSE FROM THE MINNESOTA DEPARTMENT OF HEALTH (320) 223-7300.

I, the above applicant, state that I have not been convicted of any felony, gross misdemeanor, or misdemeanor for violation of any state or federal statute or any local ordinance other than traffic offenses within the last five years. I also state that the information provided in this application is true.

Albert F. Schewe
Signature of Applicant

2/10/2025
Date

FOR OFFICE USE

Date of application: _____

Date license was issued: _____

Notes regarding application and license procedures: _____

42280-208

✓ dm 3/5/2025
INVOICE C. 12.

F.I.R.E.
12137 Northgate Lane
PO Box 810
Crosslake, MN 56442

DATE	INVOICE #
2/26/2025	7333

BILL TO
Crosslake Fire Department ATTN: Training Officer/Fire Chief 37028 County Road 66 Crosslake, MN 56442

2025 Invoice Terms:
Invoices from FIRE Inc are Due within 30 Days of Receipt. Accounts not paid within terms are subject to a 10% Monthly Finance Charge,
Net 15

<i>Fire Instruction Rescue Education Federal ID# 46-1192854 MN ID# 2759083 612-868-6744 fire@crosslake.net</i>
--

DATE	DESCRIPTION	RATE	AMOUNT
2/26/25	EVOC Driving Skills Wednesday February 26, 2025 1900 Instructor: Chad Vermeersch	750.00	750.00
Thank You For Your Business.		TOTAL	\$750.00

STATE OF MINNESOTA)

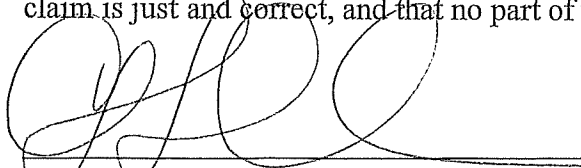
COUNTY OF CROW WING)

I, Chip Lohmiller, being duly sworn state the following:

- 1) I am the Fire Chief of the City of Crosslake, Minnesota.
- 2) On 2/26/25, the following services were furnished by F.I.R.E. to the City of Crosslake: Training for Crosslake Fire Department Continuing Education.
- 3) The price for such services was \$ 750^e and is reimbursed through Minnesota Board of Firefighting Training and Education (MBFTE).
- 4) At the time, such services were furnished to the City, I had the following personal financial interest in this contract: I am the owner of F.I.R.E.

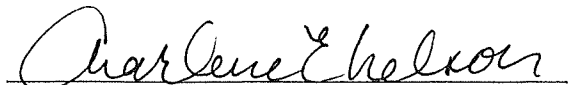
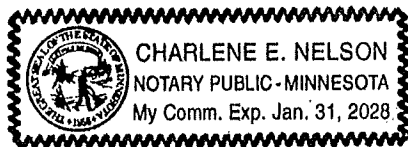
To the best of my knowledge and belief, the contract price is as low as, or lower than the price at which the services could be obtained from other sources.

I further state that this affidavit constitutes a claim against the City for the contract price, that the claim is just and correct, and that no part of the claim has been paid.



Chip Lohmiller, Fire Chief

Subscribed and sworn to before me this 26 day of February, 2025.


Notary

C.
13.

BILLS FOR APPROVAL

March 10, 2025

VENDORS	DEPT		AMOUNT
Ace Hardware, janitorial supplies	Police		15.28
Ace Hardware, adapter, bushings	Park		8.98
Ace Hardware, hardware	Park		22.48
Ace Hardware, trailer connector	PW		9.89
Ace Hardware, bag	PW		11.99
Ace Hardware, pole blade	Park		13.49
Ace Hardware, caulkgun, adhesive	Fire		42.61
Ace Hardware, adhesive	Police		8.26
Ace Hardware, tiedowns	Park		32.39
Ace Hardware, rod	Park		17.98
Ace Hardware, hardware	Park		16.79
Ace Hardware, drop cloths	Police		12.58
Ace Hardware, lock pin	Park		3.59
Ace Hardware, hardware	Park		53.38
Ace Hardware, funnel, washbrush	Park		18.88
Ace Hardware, propane	Cemetery		42.73
Ace Hardware, propane	Park		17.09
Ace Hardware, hardware	Park		5.93
Advanced Plumbing, water heater	Park		4,975.00
Advantage Home Pros, remove and haul away garage doors	Sewer		8,229.56
Advantage Home Pros, door springs	Park		365.00
Aspen Mills, uniform	Fire		150.05
Aspen Mills, uniform	Fire		79.95
AW Research, water testing	Sewer		2,040.42
Baker & Taylor, books	Library		317.79
Bolton & Menk, harbor lane	PW		27,503.50
Bolton & Menk, 2025 road improvements	PW		16,973.50
Bolton & Menk, general engineering	PW		1,170.00
City of Crosslake, sewer utilities	ALL		260.00
Clean Team, march cleaning	ALL		4,266.25
Clifton Larson Allen, billing #3 2024 audit	Gov't		1,113.00
Council #65, union dues	Gov't		494.88
Cross Tech, complete plow blades	Park		900.00
Cross Tech, jd gator plow blades	Park		600.00
Crow Wing County Highway Dept, road salt	PW		2,792.87
Crow Wing Power, electric services	ALL	pd 2-19	8,921.50
CTC, web hosting	Gov't		10.00
Culligan, water and cooler rental	ALL		276.10
Dacotah Paper, janitorial supplies	Fire		315.60
Dacotah Paper, janitorial supplies	Gov't		53.67
Dacotah Paper, janitorial supplies	Park		511.78
Dacotah Paper, janitorial supplies	Park		122.26
Dakota Business Solutions, postage machine ink	Gov't		241.00
Decked, chevy drawer system	Park		1,599.99
Delta Dental, dental insurance	ALL		2,061.91

Demco, book supports, displays, labels, dividers	Library		496.94
Emergency Automotive, new squad accessories	Police		6,259.12
Federal Signal, 3 sirens	Gov't		44,597.00
Ferguson, annual subscription	Sewer		2,900.00
Galls, uniform	Police		374.88
Galls, uniform	Police		176.72
Galls, uniform	Police		86.47
GLS Promotions, service award	Police		75.00
Guardian Pest Solutions, pest control february	ALL	pd 2-19	161.40
Guardian Pest Solutions, pest control march	ALL		161.40
Hawkins, chemicals	Sewer		1,558.10
Heartland Animal Rescue, february impound fees	Police		366.75
Hunter Roeder, reimburse for fuel	Police		37.26
Hunter Roeder, per diem meal reimbursement	Police		252.00
Jefferson Fire & Safety, banner	Fire		175.42
Jefferson Fire & Safety, helmets	Fire		1,064.29
Jims Electric, exterior lighting	Fire		2,167.93
John Deere, discrepancy in quote for tractor	PW		317.15
Kay Park-Rec Corp, concrete bag toss	Park		1,730.00
Lakes Area Rental, chain	PW		33.99
League of MN Cities Insurance, workers comp insurance	Gov't		61,965.00
Madden Galanter Hanson, legal fees	Gov't		245.00
Mastercard, Adobe, monthly premium	Police		21.46
Mastercard, Adobe, annual premium	PZ		284.36
Mastercard, Adobe, annual premium	Police	pd 2-25	257.57
Mastercard, AED Center, electrode pads	Park		214.00
Mastercard, Amazon, prime monthly premium	Gov't		14.99
Mastercard, Amazon, grease	PW	pd 2-25	275.00
Mastercard, Amazon, disposal gloves	Sewer	pd 2-25	134.99
Mastercard, Amazon, fence clips	Park		54.99
Mastercard, Amazon, message stamp	Park	pd 2-25	10.10
Mastercard, Amazon, label remover	Park	pd 2-25	14.49
Mastercard, Amazon, batteries	Park	pd 2-25	5.41
Mastercard, Amazon, hoses	Park		36.45
Mastercard, Amazon, chair	Park		139.98
Mastercard, Amazon, winter gloves	Park		32.20
Mastercard, Amazon, tote bags	Park		40.99
Mastercard, Amazon, st patricks day event	Park		61.94
Mastercard, Amazon, pens	Park		11.89
Mastercard, Amazon, scissors	Park		5.36
Mastercard, Amazon, coffee	Park		46.79
Mastercard, Amazon, janitorial supplies	Park		13.96
Mastercard, At Your Own Pace, continuing education	PW	pd 2-25	288.00
Mastercard, Column Software, budget summary	Admin	pd 2-25	200.69
Mastercard, Column Software, meeting notice of 3/28/25	PZ		61.71
Mastercard, Crow Wing County Soil & Water, seed mix	Park		120.00
Mastercard, Days Inn, lodging	Sewer		279.83
Mastercard, Docusend, email bills	Sewer		25.00
Mastercard, Dropbox, monthly premium	Gov't	pd 2-25	54.00
Mastercard, Holiday Inn, lodging	Sewer		351.32
Mastercard, Linx, pvc patch	Fire		414.30

Mastercard, Medical Supply Pros, disposable gloves	Fire		849.94
Mastercard, Microsoft, monthly premium	Fire		17.72
Mastercard, MidState Organized Crime, application fee	Police		50.00
Mastercard, MN Dept of Labor, renew electrical license	PW		93.00
Mastercard, MRWA, conference registration	Sewer		350.00
Mastercard, NRPA, training	Park		35.00
Mastercard, NRPA, training	Park		35.00
Mastercard, Oakley, uniform	Police	pd 2-25	180.35
Mastercard, Optics Planet, daniel defense upper receivers	Police		2,933.49
Mastercard, OSI Batteries, radar sign batteries	Police	pd 2-25	615.75
Mastercard, Post Office, postage	Police		9.60
Mastercard, Waterrower, rail, foot strap	Park		112.64
Mastercard, Winter Equipment, cutting edge system	PW	pd 2-25	2,205.00
Mastercard, Zoom, monthly premium	Gov't		65.99
Med Compass, physicals	Fire		3,600.00
Med Compass, physicals	Fire		210.00
Medica, health insurance	ALL		33,947.63
Menards, insurance claim irrigation shed	Park		1,529.65
Menards, cinch clamps, splash	PW		18.17
Met Life, disability insurance	ALL		241.07
Met Life, life insurance	ALL		355.92
Met Life, vision insurance	Gov't		104.40
Metro Sales, copier lease	Police		55.09
Metro Sales, copier lease	Park		217.83
Michael Bosio, refund application fee	Gov't		1,000.00
Mid American Research Chemical, janitorial supplies	Park		591.08
Midwest Machinery, balance on tractor	PW	pd 2-25	317.15
MN Fire Service Certification Board, investigator exam	Fire		295.00
MN Fire Service Certification Board, instructor exam	Fire		191.00
MN NCPERS, life insurance	Gov't		64.00
MNPEA, union dues	ALL		336.00
Moonlite Square, fuel	Fire		7.85
Motorola, charger	Fire		268.56
Motorola, speaker	Fire		1,077.12
MR Sign, address number sign	PW		46.68
Napa, air filter	Park		33.44
Napa, blue def	PW		19.88
Napa, wiper blades	Park		23.30
Northland Fire Protection, fire extinguisher recertification	Gov't		146.00
Peoples Security, panic button	Park		270.00
Pickleball Central, portable pickleball net system	Park		10,396.00
Quadiant Leasing, postage meter rental	Gov't		219.54
Quality Equipment, frost ripper	PW		1,883.25
Ratwik, Roszak, & Maloney, legal fees	ALL		7,438.41
Robert Westlund, weight room membership reimbursement	Park	pd 2-27	35.00
Robin Sylvester, travel expense reimbursement	Council		322.86
Saris, pump, stand	Park		3,806.00
Shawn Peterson, reimburse uniform expense	Park		304.99
Teamsters, union dues	Police		388.00
The Office Shop, pen	PZ		2.75
The Office Shop, ink cartridges	PZ		65.66

The Office Shop, nameplate	PW		17.00
The Office Shop, card case	Police		15.22
Thelen, preventative maintenance, replace collector box	Park		1,350.00
Titan, grapple bucket	Park		2,659.99
Tremolo Communications, phone, fax, cable, internet	ALL		2,597.81
Tritech Forensics, evidence bags	Police		102.82
Ultimate Safety Concepts, rae monitor, charger cradle	Fire		1,638.85
US Bank, copier lease	ALL		165.00
Vestis, mat service	PW	pd 2-12	75.65
Vestis, mat service	PW	pd 2-27	78.69
Waste Partners, trash removal	ALL		541.71
Wicks Advanced Drain Cleaning, thaw sewer line	Park		350.00
Xcel Energy, gas utilities	ALL		7,430.64
Xtona, i.t. services	ALL		3,156.00
TOTAL			312,935.63

PEQUOT LAKES PUBLIC SCHOOLS

April 2025 Bond Referendum and Capital Projects Levy

On Tuesday, April 8, Pequot Lakes Public Schools will ask district residents to consider two ballot questions: A \$55 million bond referendum and a 10-year, \$600,000 annual capital projects levy.

Our Challenges

Why is the district proposing these investments?

- We have **reached capacity in instructional spaces** as our destination district has grown and thrived. Without optimal space and updates to classrooms, our district will not be able to meet the evolving needs of our students.
- Our schools can **enhance student, parent, and visitor safety** with secure building entrances, more parking, and safer drop-off loops.
- Our buildings need **routine repairs and maintenance to ensure efficiency and accessibility**.
- Textbooks, curriculum materials, and technology require regular updates over time to provide students with the **best tools to support their learning**.

Our Plan

The proposed plan aims to invest in the long-term quality of our schools, classrooms, and infrastructure. If approved by voters, the funds would:

- **Enhance Safety & Security:** Adding a secure, centrally-located entryway at the high school and improving traffic safety with more parking and better traffic flow at all schools.
- **Address Deferred Maintenance:** Fixing overdue maintenance across all facilities to ensure healthy, safe, and energy-efficient learning environments. Includes replacing roofs, plumbing and accessibility features in restrooms, mechanical system upgrades, LED lighting, and repairs and updates to auditorium equipment.
- **Add space for career, technology and trades education:** A new addition dedicated to woods, metals, robotics and other trades education would provide more opportunities for students to explore career options in high-demand fields. Culinary spaces will also be added and updated.
- **Expand Instructional Spaces:** Current spaces would be remodeled to create classrooms and a new multi-purpose space would be added to the middle school. An early childhood addition would be added at Eagle View elementary, including classrooms and a large motor room.

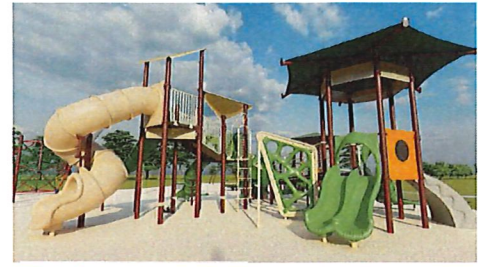


Above: Overcrowded lunch lines, ceiling leaks from worn out roofing, and obsolete auditorium technology.

How does this plan differ from the 2023 referendum?

After voters rejected a previous referendum plan in November 2023, we held over 20 meetings with members of our school community and randomly surveyed 500 district residents to create a new plan that better focuses on students' top needs. **The new plan, which residents will vote on April 8, differs from the 2023 referendum in several key ways:**

- The new plan will cost the average homeowner 36% less than the 2023 plan, if both questions are approved.
- The new plan omits investments in athletics facilities like ball fields and the track.
- Instead of building a brand new auditorium, the new plan calls for targeted investments in the existing auditorium to get the most out of our existing space.
- The new plan aims to maximize and reconfigure the use of existing classroom space to address overcrowding, rather than rely exclusively on new construction.



Above: A rendering of proposed playground improvements at Eagle View Elementary and an example of a large motor space for early childhood education.

The Tax Impact

If voters approve both referendum questions, the tax impact on an average home in our district (approximate value of \$400,000) would be \$16.25 per month – \$13.42 per month for Question One and \$2.83 per month for Question Two – starting with taxes payable in 2026. To determine the tax impact on your property, use our tax calculator at Patriot-Vision.org/tax-impact.

What happens if voters reject the referendum?

- Completion of deferred maintenance items will happen at a much slower pace, and come at higher costs due to inflation.
- Select classrooms in all three schools will remain undersized or inadequate. Career, technology, and trades classes will continue to be taught in spaces not designed to teach skills for today's modern workforce.
- Other spaces for early childhood education, art, and culinary science will remain at capacity or not fully equipped to serve students' needs.
- Traffic safety improvements related to the dropoff loop and parking lots will be postponed for the foreseeable future, and the high school entrance and office will not receive the security enhancements.
- Our district will have less flexibility and resources to fund textbooks, curriculum materials and technology each year.

How to Vote

There are two ways to make your voice heard in this important community decision.

- Vote early starting Friday, February 21 via absentee ballot.
- Vote at your combined polling place on Tuesday, April 8 between 7:00 a.m. and 8:00 p.m.



For more information on voting, visit Patriot-Vision.org/vote

QUESTION ONE BREAKDOWN

SAFETY AND SECURITY - \$9.5 MILLION

HS OFFICE & ENTRANCE ADDITION, \$5.5M
 NEW SCIENCE ROOM, SECURITY ZONING
 TRAFFIC FLOW/PARKING UPGRADES \$4M

MAINTENANCE - \$19 MILLION

ROOF REPLACEMENTS \$3M
 MECHANICAL/HVAC \$3.6M
 LED LIGHTING/EFFICIENCY \$3M
 AUDITORIUM REPAIRS/EQUIPMENT \$2M
 RESTROOMS/LOCKER ROOMS \$1.1M
 BOILER @ EAGLE VIEW \$500K
 KITCHEN UPDATES \$500K
 EAGLE VIEW PLAYGROUND \$350K
 OTHER ITEMS (SIDEWALKS, DOORS, FENCING, ELECTRICAL, PUMPS, CARPETING, ETC.) \$5M

CAREER, TECHNOLOGY, AND TRADES EDUCATION - \$16 MILLION

NEW TRADES LABS FOR WOODS, METALS, MACHINING, ROBOTICS, GRAPHIC ARTS \$14.5M
 NEW CULINARY LAB + REMODEL \$1.5M

INSTRUCTIONAL SPACES - \$10 MILLION

NEW MS MULTI-PURPOSE SPACE \$5M
 NEW EARLY CHILDHOOD SPACE \$3.7M
 CLASSROOM REMODELS \$1.3M



Visit Patriot-Vision.org
to learn more



Estimated Annual Tax Impact



Bond Amount	Term of Bond	Q1: School Building Bond	Q2: Capital Projects Levy	Estimated Tax Increase			Combined Tax Impact		
				Annual	Annual	Annual	Annual	Annual	Monthly
\$55,000,000	21-year term	\$55,000,000	\$600,000/year	\$93	\$20	\$113	\$9	\$9	\$9
\$300,000		\$116	\$25	\$141	\$12	\$12	\$12	\$12	\$12
\$400,000		\$161	\$34	\$195	\$16	\$16	\$16	\$16	\$16
\$500,000		\$206	\$44	\$250	\$21	\$21	\$21	\$21	\$21
\$600,000		\$258	\$55	\$313	\$26	\$26	\$26	\$26	\$26
\$800,000		\$361	\$77	\$439	\$37	\$37	\$37	\$37	\$37
Commercial & Industrial									
\$250,000		\$175	\$38	\$213	\$18	\$18	\$18	\$18	\$18
\$500,000		\$382	\$82	\$464	\$39	\$39	\$39	\$39	\$39
\$1,000,000		\$795	\$170	\$965	\$80	\$80	\$80	\$80	\$80
Seasonal Recreation (Cabins)									
\$250,000		\$103	\$22	\$125	\$10	\$10	\$10	\$10	\$10
\$500,000		\$206	\$44	\$251	\$21	\$21	\$21	\$21	\$21
\$1,000,000		\$464	\$99	\$564	\$47	\$47	\$47	\$47	\$47

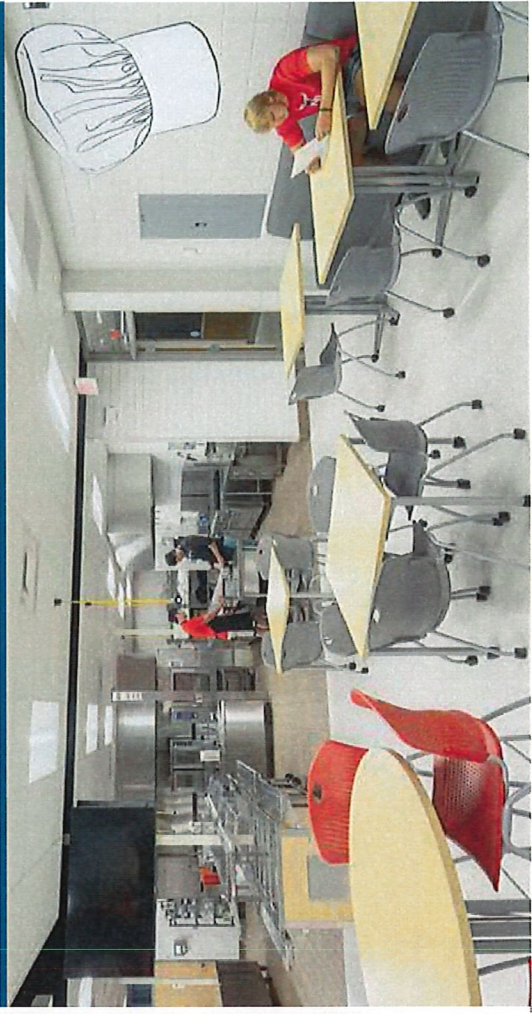
Prepared and paid for by Pequot Lakes Public Schools, 30805 Olson Street, Pequot Lakes, MN 56472. This publication is not circulated on behalf of any candidate or ballot question.

Examples: Spaces for Career, Technology, and Trades education

Current



Future



NOTE: Future images are examples from different schools that architects determined are similar to the spaces included in Question One. They are for demonstrative purposes only and should not be considered exact representations of the proposed spaces.

D.
2.



PEQUOT LAKES
PUBLIC SCHOOLS

Pequot Lakes School District
Memorandum of Understanding
Sheltering and Mass Care Facilities

This agreement is made and entered into between the Pequot Lakes School District and the City of Crosslake to establish a shelter site location and terms of use in the event of an evacuation of the students and staff of the Pequot Lakes School District.

The Pequot Lakes School District will make every effort to notify the City of Crosslake of evacuation possibilities with as much notice as possible. Contact information between the two parties shall be maintained in a separate appendix and is considered confidential information and is not subject to public disclosure.

the City of Crosslake agrees to designate its Crosslake Community Center located at 14126 Daggett Pine Rd, Crosslake, MN 56442 as a shelter location. Crosslake Community Center has a capacity to accommodate approximately 600 people. The City of Crosslake will permit, upon request from the Pequot Lakes School District and to the extent of its ability, the use of the physical facilities located at the Crosslake Community Center to provide shelter to students and staff evacuated during emergency situations. The parties understand and agree that the City of Crosslake will not be liable to the Pequot Lakes School District or any other person for any purported delay or failure to provide space or assistance pursuant to this MOU.

The Pequot Lakes School District will provide supervision for all students and staff during the time that the facility is used as an emergency shelter site.

The Pequot Lakes School District agrees that it shall exercise reasonable care in the conduct of its activities in said facilities and further agrees to replace or reimburse Crosslake Community Center for any items, materials, equipment or supplies that may be used by the district in the conduct of its sheltering activities in said facilities.

The Pequot Lakes School District will be responsible for replacing, restoring or repairing damage occasioned by the use of any building, facilities or equipment belonging to Crosslake Community Center.

The Pequot Lakes School District will reimburse the City of Crosslake for any bona fide expenditure of personnel required to maintain the facility, including overtime costs,

A Place to Connect, Learn, and Thrive

30805 Olson Street • Pequot Lakes, MN 56472 • (218) 568-4996 • lsd186.org



PEQUOT LAKES
PUBLIC SCHOOLS

upon production of receipts or time sheets. The Pequot Lakes School District will not pay any operational or administrative fees to Crosslake Community Center.

The Pequot Lakes School District shall provide any and all releases of information to the press and media. Requests for interviews or information submitted to Crosslake Community Center shall be directed to the Pequot Lakes School District Superintendent of Schools.

The Pequot Lakes School District will make every effort to recognize the hospitality of Crosslake Community Center in any press or media releases pertaining to the re-location and sheltering of students and staff.

Nothing in this MOU is intended to conflict with current laws or regulations of the United States of America, the State of or local government. If a term of this agreement is inconsistent with such authority, then that term shall be invalid, but the remaining terms and conditions of this MOU shall remain in full force and effect.

Nothing in this MOU shall constitute a waiver of the rights, privileges and benefits to which each party is entitled under Minnesota Statutes. Each party agrees that it will be responsible for its own acts and/or omissions and for those of its officers, employees, representatives, and agents in carrying out the terms of this agreement and the results thereof, to the extent authorized by law, and shall not be responsible for the acts and/or omissions of the other party and the results thereof.

This agreement shall become effective on March 10, 2025 and may be modified upon the mutual written consent of the parties.

The terms of this agreement, as modified with the consent of both parties, shall be for a period of five (5) years from the end date of the agreement unless written termination is given by either party. Either party, upon sixty (60) days written notice to the other party, may terminate this agreement. If the Crosslake Community Center becomes unavailable for the purposes intended in this MOU, for example due to construction or damage, the City of Crosslake may terminate this MOU immediately upon written notice or, alternatively, the parties may, but are not required to, agree on an alternative shelter site location.

A Place to Connect, Learn, and Thrive

30805 Olson Street • Pequot Lakes, MN 56472 • (218) 568-4996 • lscd106.org



PEQUOT LAKES
PUBLIC SCHOOLS

The terms of this agreement, as modified with the consent of both parties, AND NOW, this day of 2025, the parties hereby acknowledge the foregoing as the terms and conditions of their understanding.

[Handwritten Signature]

Superintendent of Schools
Pequot Lakes School District

Authorized Signature, City of Crosslake

3/5/2025

Date

Date

A Place to Connect, Learn, and Thrive

30805 Olson Street • Pequot Lakes, MN 56472 • (218) 568-4996 • lscd186.org

E.
1.

CITY OF CROSSLAKE Position Description

Job Title: Public Works Director
Department: Public Works
Supervisor: City Council or Designee
Effective Date: ~~April 1, 2022~~ March 10, 2025

DESCRIPTION OF WORK

General Statement of Duties: To plan, direct, coordinate and assist in the development, operation and maintenance of a Wastewater Treatment and Collection System, City Road System, Cemetery, and City buildings and grounds. Acts as staff liaison to various Commissions, Boards, and Committees as directed by the City Administrator, and acts as Safety Officer for the City. Performs other duties as signed.

Supervision Received: Works under the general and administrative supervision of the City Council or designee.

Supervision Exercised: Exercises general and technical supervision over all employees assigned to the Public Works Department.

TYPICAL DUTIES PERFORMED

The listed examples may not include all duties performed by all positions in this class. Duties may vary somewhat from position to position within a class.

- Prepares Staff Reports and makes recommendations on a wide variety of issues and projects to the appropriate staff Public Works Commission, and City Council.
- Responsible for assigning and overseeing the work produced by the Public Works employees and is ultimately responsible for all projects undertaken by the Public Works Department.
- Serves as Department Head for Step 1 grievances for Public Works Employees under the terms of the collective bargaining agreement.
- Assists appropriate staff as needed to verifying street names, locations of structures, and accuracy of maps.
- Supervises Public Works staff including; interviewing and recommending hire; assigning and reviewing work; coaching, training and directing staff; conducting performance evaluations; recommending discipline and rewards as appropriate.
- Assists appropriate staff in coordinating, administrating and responding to a wide variety of requests and problems of municipal concern; researches and assists in developing and recommending solutions; interprets ordinances and directives to other departments, agencies, and the general public.
- Assists appropriate staff in developing and implementing administrative policies and guidelines in cooperation with the City Council, the Public Works Commission and various City Boards and Commissions; assists in evaluating performance and results in accordance with City objectives and provides input on appropriate recommendations.
- Assists with the preparation of the agenda for City Council and Public Works Commission meetings, participates in the development of supporting information; attends City Council and Public Works Commission meetings and other meetings as required.

- Represents the City with businesses and residents on matters dealing with street and wastewater issues; responds to concerns and questions.
- Responsible for drafting and/or working closely with the City Attorney, Engineer and other appropriate staff in drafting updates and revisions to various City Ordinances, Maps and Policies.
- Works closely with the appropriate City staff on the required notifications to property owners on improvement projects. Assists in calculating buildable lots based on the zoning ordinance for assessments.
- Assists in developing and recommending policies and fee schedules for Municipal Sewer Service and Cemetery lots for approval by the City Council.
- Assists with or prepares a wide variety of grant applications for projects and assists in administering grants.
- Cooperates in the preparation of the Public Works (Road and Wastewater) Department budget and monitors expenditures and revenues of the department on a monthly basis and keeps the appropriate staff informed on deviations from the budget.
- Represents the City in legal proceedings dealing with Public Works issues.
- Coordinates with other City departments and the City Attorney for either the dissemination or gathering of information maintained by the Public Works Department covered under the Minnesota Data Practices Act.
- Develops and/or implements long-range planning studies, or other programs as proposed by the Public Works Commission and/or City Council.
- Works closely with the appropriate staff on assigning numbers and installing signs for the Enhanced 911 Address System of the City.
- Develops departmental policies and makes recommendations to Public Works Commission on roads requiring maintenance including type of maintenance required.
- Periodically reviews and recommends snowplowing policy for city roads.
- Works closely with appropriate personnel and agencies to develop a wide variety of Safety Programs and policies including, but not limited to: employee right to know, AWAIR, confined space entry, OSHA Form 200, First Report of injury, etc.
- Coordinates inspections of City Bridges with the County Highway Department and follows up on needed repairs.
- Supervises all aspects of the operation and maintenance of the City's Wastewater Treatment facility including but not limited to sludge disposal, lab testing, lift stations, etc.
- Assists other Department employees, if necessary, in the operation of heavy equipment, and a wide variety of light equipment and tools to accomplish projects and tasks.
- Supervises the construction, maintenance and repair of the City road and drainage systems.
- Supervises the maintenance and repair of all buildings and grounds.
- Acts as City Inspector in addition to Engineering Inspector to oversee construction projects on city roads, and wastewater treatment and collection systems.
- Works with City Clerk or Finance Director in coding Public Works invoices for payment and generating invoices to others for work performed by Public Works Department.
- Works with City Engineer in reviewing plans and specifications on road improvement projects and makes recommendations on revisions based on knowledge of roads.
- Works with the appropriate staff to draft specifications needed to obtain bids and/or quotations to purchase equipment and supplies, and evaluates or makes recommendations regarding purchases.
- Coordinates with the County Highway Department, neighboring Townships and Municipalities on a wide variety of issues and/or projects of mutual concern.
- Directs the planning and supervision of maintenance of the City Cemetery and coordinates with Park Director to assist in maintenance of park facilities.

- Keeps an accurate inventory and record of all maintenance equipment used by the Public Works Department.
- Assists City Clerk in sale and inventory of cemetery lots and works with funeral director on timely grave openings and placement of monuments.
- The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.
- Performs such other duties as apparent or assigned.

KNOWLEDGE, SKILLS AND ABILITIES

- Considerable knowledge of street construction and maintenance practices and procedures.
- Considerable knowledge of the organization and functions of city government, including ordinances, regulations, and policies controlling its operation, particularly as it relates to public works.
- Considerable ability to make decisions in accordance with established practices and procedures and to recommend improvements.
- Considerable knowledge of the operation of a Class B Wastewater Mechanical Treatment Plant and wastewater collection systems.
- Considerable knowledge of tools, methods, operations and materials used in wastewater operations.
- Considerable knowledge of federal and state laws, municipal ordinances and regulatory agency requirements for wastewater treatment facilities.
- Working knowledge of the occupational hazards and safety precautions necessary to perform maintenance work within the full range of department responsibilities.
- Considerable ability to work independently without direct supervision.
- Considerable skill to operate motor vehicles and/or heavy equipment used by the Public Works Department.
- Working knowledge of grounds maintenance.
- Considerable ability to stand, walk, and sit for long periods of time, and perform manual labor as needed to assist with projects.
- Considerable ability to bend, crouch, stoop, or crawl periodically.
- Considerable ability to lift, carry, or drag objects weighing up to 80 pounds as needed.
- Ability to work as a team player not only in the Public Works Department but with all departments of the City of Crosslake.
- Ability to work odd hours including evenings, nights, and weekends as needed.
- Ability to write concise and thorough reports used by Public Works Commission, City Council, and staff and to take accurate notes of meetings and prepare clear and concise reports or minutes based on the notes.
- Ability to operate various office equipment, including but not limited to computer and related software, copier, calculator, typewriter, fax machine, and two-way radio.
- Considerable ability to maintain confidentiality of communications and dissemination information covered under the Minnesota Data Privacy Act which is maintained by the Public Works Department.
- Considerable ability to direct, control, and/or plan programs and projects.
- Considerable ability to supervise Public Works employees and coordinate assignments and work load of Public Works employees to maximize efficiency of the department.
- Working ability to draft and monitor the Public Works and Sewer budgets.

- Ability to work under stress.
- Considerable ability to communicate tactfully and effectively, both orally and in writing, with city staff, state and county officials, elected officials, and the public; includes speaking clearly and concisely to large and small groups.
- Considerable ability to prioritize work, research files, and solve problems.
- Ability to exercise resourcefulness in solving new problems in accordance with established ordinances, regulations, and policies.
- Working ability to read and interpret technical manuals and to determine solutions to a variety of operation and maintenance problems related to the Wastewater Treatment and Collection Systems.
- Working ability to maintain required licenses and certifications.
- Considerable skill in the repair and maintenance of wastewater equipment and facilities.
- Considerable ability to visually observe and interpret readings of flow meters and amp gauges, making appropriate adjustments and document as necessary.
- Considerable ability to work with and around irritants, fumes, hazardous chemicals, dust, dirt, and to work outside under adverse weather conditions.

DESIRED QUALIFICATIONS

- Must possess and maintain a valid Class **A-B** Driver's License with airbrake endorsement and have no suspensions or revocations within the past 3 years.
- Must meet D.O.T. Drug and Alcohol Testing requirements.
- Must possess a valid Class B Wastewater Operator License.
- Four years of Public Works experience required including experience in wastewater and street maintenance, at least one year of which was as a supervisor.
- Must possess a D.O.T. medical certificate in good standing
- Must live within 15 minutes-drive of City limits

E. 2.

CITY OF CROSSLAKE
Position Description

Job Title: Heavy Equipment/Sewer Operator
Department: Public Works
Supervisor: Public Works Director
Effective Date: ~~October 8, 2012~~ March 10, 2025

DESCRIPTION OF WORK

General Statement of Duties: Works with the Public Works Department in performing a variety of tasks in the following areas: Roads, parks, cemetery City buildings and the municipal wastewater treatment and collection systems.

Supervision Received: Works under the direction of the Public Works Director.

Supervision Exercised: None.

TYPICAL DUTIES PERFORMED

The listed examples may not include all duties performed by all positions in this class. Duties may vary somewhat from position to position within a class.

- * Cooperatively with plant personnel accomplishes work activities related to the operation of equipment and processing of sewage waste received at the wastewater treatment plant. Equipment includes but not limited to sewer cleaning equipment, lift station pump and control systems, wastewater and sludge pumps, air blowers, digester equipment, chemical feed systems, sludge land application vehicle, clarifier and thickener mechanisms, laboratory instruments, safety equipment and sampling equipment.
- * Assist with cleaning of sanitary and storm sewer collection lines to assure that they are maintained at a level to minimize disruption of service to the users.
- * Sampling of industrial discharges, treatment process, receiving waters, soils, ground water and other sources as required.
- * Monitors requirements as stated in NPDES permit, E.P.A., M.P.C.A. and City quality control analysis as required.
- * Analysis, calculate and record test results to determine outcomes.
- * Performs routine servicing, lubrication, greasing and general equipment maintenance prior to operation.
- * Maintains and cleans Treatment plant building and grounds, lift station sites, etc., including roadways, sidewalks, parking areas and other City owned facilities.
- * Performs scheduled weekend work assignments, responds for on-call duty and emergency call-outs as required.
- * Completes daily work progress reports, emergency call out forms, commercial vehicle inspection checklists, etc.
- * Keeps work areas clean and organized for safe performance of daily work.

- * Patching potholes.
- * Crackfilling.
- * Accurately reads a variety of meters and gauges.
- * Operates heavy equipment and front end loaders for the purpose of grading gravel roads and snow removal.
- * Operates a dump truck for the purpose of plowing City streets, alleys and City parking lots.
- * Operates a snow blower for the purpose of snow removal from City sidewalks, City parking lots and Park property.
- * Operates road and street equipment in a safe and productive manner.
- * Performs maintenance of department vehicles and keeping accurate records.
- * Operates a loader for the purpose of clearing snow or moving dirt on City projects.
- * Maintains equipment, including oil changes, grease jobs and minor repairs.
- * Performs maintenance and repairs on all City buildings.
- * Performs maintenance of grounds at Park and Cemetery, including mowing and raking.
- * Maintains safe working practices.
- * Performs such other duties as are consistent with the tasks of the position and may be assigned and/or required to provide timely response to the community.

KNOWLEDGE, SKILLS AND ABILITIES

- * Considerable knowledge of sewer cleaning equipment operations, methods and tools.
- * Considerable ability to perform heavy manual labor requiring continuous use of large motor skills, standing for long periods, and frequent bending, stooping, twisting, turning, crouching, stretching, climbing ladders and reaching to perform the work.
- * Working ability to use sight, smell and hearing to analyze problems and to determine appropriate solutions.
- * Working ability to see, hear and manipulate objects requiring fine motor coordination to perform the work.
- * Considerable ability to work with exposure to loud noises from operating equipment.
- * Considerable ability to regularly lift and carry objects weighing 50-60 pounds and occasionally lift and carry objects weighing 80-120 pounds.
- * Considerable ability to work in confined spaces and in and around fumes from sewers, vehicles and equipment.
- * Considerable ability to work in inclement weather conditions, including both extremely cold, warm, rainy, icy and stormy situations.
Working ability to read and interpret English-written instructions, as-built maps and technical repair manuals.
- * Considerable ability to work and communicate effectively with the general public, salesman and city staff in a professional and polite manner.
Working ability to practice teamwork and to add value to city operations consistent with department goals.
Ability to work independently across all phases of the job.
Ability to operate various office equipment, including but not limited to computer, computer software, copier, calculator and fax machine for the purpose of submission of monthly DMR reports.

- * Ability to learn road and street maintenance practices and procedures.
- * Ability to make decisions in accordance with established practices and procedures.
- * Ability to maintain maintenance records.
- * Working knowledge of grounds maintenance.
- * Ability to operate various lawn mowing equipment and various hand tools.
- * Ability to operate a two-way radio and other department equipment.
- * Considerable skill to expertly drive a motor vehicle with trailer and/or heavy equipment used in the Public Works Department.
- * Ability to weld metal and fabricate as needed.

QUALIFICATIONS

Minimum qualifications: High School Diploma or GED Equivalent. Must possess a valid Minnesota Class ~~A~~B drivers license with airbrake endorsement, and a Class S-C Collection System or Class D Wastewater License or ability to obtain within 1 year.

NOTE: The operator designated to be the main responsible party for the Sewer must maintain a Class B Wastewater License.

Note: Asterisked items are essential functions of the job.

E.3.

MEMO TO: City Council

FROM: Char Nelson, City Clerk

DATE: March 5, 2025

SUBJECT: Maximum Number of On-Sale Liquor Licenses and Approval of License

At the Council Meeting of June 10, 2024 Andy Parizek reported that he was considering purchasing land and building a restaurant in Town Square and would need an on-sale liquor license, however, all licenses had been issued. The Council at that time agreed that they would increase the number of licenses, as the requests came in.

Andy and Nicole Parizek have almost completed Mad Rabbits Emporium in Town Square and have submitted an On-Sale Liquor License for approval. All appropriate Minnesota Department of Public Safety Alcohol and Gambling Enforcement documents have been submitted, as well as payment for the license fees. Background checks have come back clear.

The first reading of the ordinance amendment (attached) will take place this evening. The next reading and adoption can take place in 10 days or at the next regular meeting.

Approval of the liquor license application for Mad Rabbits Emporium can happen tonight, contingent on final approval of the ordinance amendment.

ORDINANCE NO. ____
AN ORDINANCE AMENDING CHAPTER 4 OF THE CITY CODE RELATING TO
ALCOHOLIC BEVERAGES
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

Section 1. Purpose and Intent. The purpose and intent of this ordinance is to amend the City Code to increase the number of on-sale liquor licenses.

Section 2. Amendment. Chapter 4, Article II, Division 1 shall be amended as follows:

Sec. 4-25. – **Maximum number of licenses.**

The council may issue up to ~~11~~ **12** on-sale and eight off-sale licenses. There shall be no combination licenses issued by the city. If an off-sale or on-sale license is turned in or forfeited to the city, subsequent issuance of the license shall be based upon the merit of applications received by the city, pursuant to this chapter and M.S.A. ch. 340A.

Section 3. Effective Date. This ordinance shall become effective upon its passage and publication as provided by law.

Section 4. Repeal. This ordinance shall repeal all ordinances or sections of the City Code inconsistent herewith.

Passed and approved by ___/5ths vote of the City Council this ___ day of _____, 2025.

Jackson Purfeerst, Mayor

Lori A. Conway, City Administrator

E. 4.

MEMO TO: City Council
FROM: Char Nelson, City Clerk
DATE: March 7, 2025
SUBJECT: Approval of Liquor License Application

The City has received an application for an On-Sale liquor license from Catharine Funk of Dark Horse Brew who is taking over the space where Wine Down was operating. Wine Down has officially closed their business.

All appropriate Minnesota Department of Public Safety Alcohol and Gambling Enforcement documents and City of Crosslake documents have been submitted to the City as well as payment for the license fees for the period of May 2025 through June 30, 2025.

City Staff is in the process of conducting a background investigation and financial investigation as required under the City's Ordinance and as provided for under MN Statute 340A.412, subd 2.

If you approve the liquor license application for Dark Horse Brew, a motion is required contingent upon the satisfactory findings of the investigations. Once all information is collected, the documents will be forwarded to Alcohol Enforcement for final approval.

(Council Action – Motion, with contingency as noted above)

F.
l.
a.



EVENT EMERGENCY
PREPAREDNESS/ CRISIS
MANAGEMENT PLAN
MARCH 15. 2025

St Patrick’s Day Parade-Event Emergency Preparedness/ Crisis Management Plan

- I. Purpose 3
- II. Legal Basis 3
- III. Event Description 3
- IV. Venue Description 4
- V. Risk Assessment 4
- VI. Concept Of Operations..... 5
 - Incident Facilities 8
- IX. Communications..... 10
 - RISK MITIGATION STRATEGIES 12
- X. Crowd Management 13
- XI. Weather 14
- XV. Emergency Medical Services 15
 - Fire 16
 - Act Of Violence 17
 - Training 21
- Job Action Sheets 22
- Command 23
- Liaison Officer 25
- Safety Officer..... 26
- Public Information Officer 27
- Planning/Intelligence Section Chief..... 28

St Patrick's Day Parade-Event Emergency Preparedness/ Crisis Management Plan

I. PURPOSE

The purpose of this plan is to help identify the risks associated with the annual City of Crosslake St. Patrick's Day parade being held on March 15, 2025. In addition, this plan will help assist in the coordination of City of Crosslake representatives, public safety assets, and event promoters coordinated if an incident should occur. The overall goal of this plan is to help keep people safe.

II. LEGAL BASIS

The legal basis for this plan includes:

- I. United States Constitution, Amendment X
- II. United States Constitution, Article I, Section 8
- III. Public Law 920, as amended
- IV. Robert T. Stafford Disaster Relief and Emergency Assistance Act of 1998, as amended
- V. Homeland Security Presidential Directive #5 (HSPD #5)
- VI. Presidential Policy Directive 8: National Preparedness (PDD-8)
- VII. National Incident Management System
- VIII. Minnesota Statutes, Chapter 12, as amended
- IX. Minn. Stat 466.01 Sub. 6 includes volunteers as employees
- X. Minn. Stat 3.736 on volunteers

III. EVENT DESCRIPTION

This year will be the 51st St. Patrick's Day Parade & Celebration held in Crosslake. The Day starts with the Clover Dash 5k / Ruck / Kids Run, with other events leading up to the Parade which starts at 1:00PM. Over 20,000 visitors are expected to participate in the three-day event.

VI. CONCEPT OF OPERATIONS

The incident response plan for tactical operations will be divided into two parts: The first is Emergency Preparedness Crisis Management Plan and the second is agency Standard Operating Procedures (SOP) or Standard Operating Guidelines (SOG). The purpose of this division is to allow flexibility for the planning within the SOP/SOG's allows for security flexibility of a tactical response for a specific location and operational security of the information.

Due to the uniqueness of this event and the effect on normal emergency operations within the City of Crosslake, and Unified Command concept will be utilized to manage Crosslake Fire, Law Enforcement and EMS Operations.

The concept of operations with the enactment of this plan involves the establishment of a "Policy Group" a Unified Command incident management structure which will be referred to as the "Command Group," and "Coordination Group" made up of agencies that can support the Command Group agencies.

VI.(i)The Policy Group involves the following.

- City of Crosslake City Council
- City of Crosslake Administrator

VI.(ii)The St. Patrick's Day Celebration Unified Command Group involves the following agencies.

- City of Crosslake Police Department
- Crow Wing County Sheriff's Office
- City of Crosslake Fire Department
- North Memorial EMS
- St. Patrick's Day Celebration Director

The above agencies will have one representative located in the Incident Command Post when needed. The Incident Commander will be determined based on the event type.

VI.(III)The Coordination Group involves the following agencies.

- City of Crosslake Government Departments
- Crow Wing County Mutual Aid Resource
- State of Minnesota Resources

St Patrick's Day Parade-Event Emergency Preparedness/ Crisis Management Plan

The incident will be divided into response phases which are designed to facilitate a clear understanding of roles, responsibilities, and delegation of authority.

The phases of the incident are as follows:

VI.(IV)Operational/ Monitoring Phase

The operational/ monitoring phase is the normal status for event operations. Public Safety will monitor the event as well as the external threats which could have an impact on the event participants and spectators. Public Safety will monitor operations and risks within the Command Post.

VI.(V)Response Phase

The response phase begins with the initial notification of the incident to the dispatch center. The response phase will establish a lead for the Command Group. The other agencies will support operations in their given disciplines.

An Incident Command Post will be established to coordinate operations and provide timely information to the Policy Group, helping the group develop policy support decisions, enhancing a coordinated response. An on-site Incident Command Post (ICP) will be established and an Emergency Operations Center (EOC) specific resource requests and coordination. Additional information on incident facilities identified in [Section X– Incident Facilities](#) of this plan.

The Policy Group will convene in their respective conference rooms and connect through voice and data connection methods to share information. Additionally, the Policy Group will work closely with the Public Information Officer(s) and or Joint Information Center (JIC) to manage the sharing of information to the community as well as the local and national media outlets.

VI.(VI)Investigation Phase

Law enforcement will lead the investigation phase and supported by the other agencies. During the investigation phase, information coordination and policy decisions will be created to provide a smooth transition into the recovery phase. One specific area of discussion between the Command Group and the Policy Group will be the clearing of unaffected areas for the re-constitution of business.

VI.(VII)Recovery Phase

The recovery phase will fully begin once law enforcement has released the incident from the investigation phase. The recovery phase will be initiated and organized by a lead business continuity coordinator. The overall goal of the recovery phase is to re-establish business operations promptly.

VII. Decision-Making Model

St Patrick's Day Parade-Event Emergency Preparedness/ Crisis Management Plan

The decision-making model for this emergency preparedness crisis management plan utilized the Unified Command Group to quickly discuss the issues at hand and a final decision made as far as event operations. The event promoter(s) are responsible for the notification to the event participants and visitors. Crosslake Public Safety agencies will assist as needed.

The primary decision on event postponement/ cancelation will come from the event producer(s) after input from the City of Crosslake Public Safety agencies. However, if a serious hazard could cause significant risk to the participants, public, or staff, the Crosslake Police Chief, Fire Chief/Emergency Manager, or designees can make the call for event postponement/ cancelation without agreement from the Event Promoter(s).

VIII. INCIDENT FACILITIES

An effective incident management response team will need to utilize multiple locations that facilitate effective decision-making. The following are the predetermined incident management locations.

VIII.(I) Policy Group Locations

The City Council, along with administration, legal and finance representatives will convene at the Crosslake City Hall in the Council Chambers. Due to the nature of the incident as well as the facilitation for the protection of continuity of government, the Crosslake City Government will be secured, and access restricted to credentialed individuals.

VIII.(II) Incident Command Post (ICP) – Emergency Operation Center (EOC)

The Incident Command Post will be at the City of Crosslake Fire Department located at 37028 County Road 66. The ICP has the necessary voice, data, and video network equipment to provide proper situational awareness for effective incident decision-making.

VIII.(III) St. Patrick's Day Celebration Command Group

The St. Patrick's Day Celebration Command Group will establish an Incident Command Post (ICP) at the St. Patrick's Day Celebration ICP. The ICP has the necessary voice, data, and video network equipment to provide proper situational awareness for effective incident decision-making. The ICP will be set up as per the predetermined facility plan.

VIII.(IV) Coordination Group

The Coordination Group will convene in the Crosslake Emergency Operations Center (EOC), which will be located at the Crosslake Fire Station. The EOC has the necessary voice, data, and video network equipment to provide proper support to the incident management team. The EOC will work closely with the ICP for logistical support to the Community.

VIII.(V) Staging

Effective incident response requires the proper coordination of incoming resources. Staging area(s) will be established to assist in resource coordination and to facilitate the proper deployment location. The following area(s) are pre-identified for staging:

Primary: North- Crosslake Fire Department

South- Crosslake Public Works Department

Secondary: East – Crosswoods Golf Course/County Road 3

St Patrick's Day Parade-Event Emergency Preparedness/ Crisis Management Plan

Each staging will have a designated "Staging Area Manager" who will be assigned a specific regional talk group by Crow Wing Dispatch. Incoming resources will be directed to those staging areas and will check in with the Staging Area Manager for deployment.

Any resource whom the Command Group does not direct to report to the incident location will report to the staging area. The self-deployed resource will be directed to the staging area and will be held until a tactical assignment can be identified or released back to their home agency.

VIII.(VI)Joint Information Center

A Joint Information Center will be established at the Crosslake City Hall to help in the coordination of information to the media. Each agency represented in the Unified Command Group will have a Public Information Officer (PIO) to assist in the coordination of consistent and accurate incident messages. A spokesperson(s) will be selected for media briefings.

IX. COMMUNICATIONS

Communications during an incident will be separated into sections. The purpose is to ensure that all groups will be notified on a timely basis to act in a prescribed way as specified within the annexes of this plan or in other response plans.

The central warning point for the communication of critical response information for the St. Patrick's Day Celebration will be the St. Patrick's Day Celebration Public Safety ICP. Normal City of Crosslake emergency incidents will take place through the Crow Wing Dispatch center.

IX.(I)Emergency Warning and Notification

Emergency notification to responders, political leadership, employees, guests, and visitors will be notified through the St. Patrick's Day Celebration ICP and or Crow Wing Communications (Everbridge). The initiation of protective measures once an incident occurs can be communicated from one of the following groups:

- Policy Group
- City of Crosslake Command Group
- St. Patrick's Day Celebration Command Group
Department

The protective action message from the St. Patrick's Day Celebration ICP will be communicated via Public Address (PA) systems and to those off course through the Crow Wing Everbridge System, phone, email, and face-to-face. On-course employees will function as prescribed in the "Emergency Procedures" manual. Command will direct the public to take protective action and move to secure locations for their safety.

IX.(II)Emergency Response Communications

For the emergency response agencies, a "Communications Plan" will be created to effectively support command operations and clear information sharing between all agencies. An outline of the Communications Plan will be in the Incident Action Plan- ICS 205. Crow Wing Dispatch can utilize this plan to help secure regional tactical talk groups and guide response agencies to those specific talk groups.

IX.(III)Public Information

The extremely sensitive nature of this type of event will require rapid media coordination and the timely release of information. Message development will require coordination between the Policy Group and the Command Group. The release of information and spokesperson designation will be coordinated through a Joint Information Center (JIC). This location will be established at the Crosslake City Hall.

St Patrick's Day Parade-Event Emergency Preparedness/ Crisis Management Plan

IX.(IV)Internal Crisis Information

The coordination of information between the Policy Group and the Command Group(s) will be through face-to-face, phone, email, teleconference, and video conferencing interactions. A schedule of situation updates will be established and the identification of critical decisions to support a rapid response with the intended goal of business recovery will be the overall goal.

RISK MITIGATION STRATEGIES

X. CROWD MANAGEMENT

Crowd management is the responsibility of the event promoter(s). Local Law Enforcement is reserved for incident responses and is not intended to be utilized as Crowd Managers. Trained Crowd Managers are required by the Minnesota Fire Code or the National Fire Protection Association (NFPA) 101- Life Safety Code. There should be 1 Crowd Manager for every 250 individuals.

Based on the complexity of the event area, the crowd will be monitored by the operational resources under the Command Group and issues will be addressed as needed. No crowd control manages are utilized due to the event area not having any confined crowd areas.

This is an open event with no crowd access control points. There will be no ticketing or individual checks for weapons or other types of prohibited typically items from other venues.

XI. WEATHER

Severe weather is unlikely during the March timeframe. However, severe weather has occurred in Minnesota within the month of March. Severe weather will be monitored by the Command Group in the ICP. Weather monitoring will happen through the following resources (Links).

- [National Weather Service](#)
- [Windy Weather](#)
- [Weather Nation](#)
- [Weather Underground](#)

If severe weather should occur during the event, the following procedure will be followed.

XI (I) Lightning

- a. Lightning within fifty miles of the event site will be closely monitored by the Command Group. Lightning strikes WITHIN 10 Miles of the event site will enact an event postponement or cancelation. The Command Group will notify through PA systems as well as an Everbridge notification to evacuate the event site. This notification will be noted in ICP in the Incident Action Plan notes.

XI (II) Severe Thunderstorm Warning

- b. If the NWS issues a Severe Thunderstorm Warning at the event site, the event will be placed in event postponement mode.

XI (III) Other Weather Issues

- c. Any other weather issues (wind, wind chill, snow, etc.) that may pose a risk to the event will be discussed and event postponement or cancelation will be considered.

XII. EMERGENCY MEDICAL SERVICES

North Memorial Medical Transportation will provide on-site EMS coverage for the event staged on the North and South end of the parade route. EMS response teams made up of Crosslake Fire Department, Ideal Fire Department, Pequot Lakes Fire Department, Garrison Fire Department and Crooked Lake Fire Department will be staged throughout the parade route will respond, locate, and treat in place. If transportation of further evaluation is needed, the command group will notify UTV transport resources to the incident and transport to the nearest staged Ambulance location.

Crosslake Police Department as well as other law enforcement resources may assist North with EMS incidents as needed.

North Memorial Medical Transportation will operate the event under their approved Medical Protocols for the care and treatment of patients.

The primary hospital is Essentia Health- St. Joseph's Medical Center, Brainerd, MN and or CRMC, Crosby, MN.

Air Transport if needed, will be provided by North Memorial Aircare, LifeLink, and Sanford Helicopter Service.

XIII. FIRE

Crosslake Fire is the primary response agency throughout the entire route. Crosslake Fire will utilize mutual aid to assist in staffing the event to ensure the necessary event as well as city coverage. Equipment will be located on the North and South ends of the route.

Fire is a low-risk possibility for this event. However, there will be the necessary fire coverage for the entire event route as well as a traffic contingency plan in place if a fire truck needs to get on or through the parade route.

Refer to the Crosslake Fire Incident Action Plan for specific details.

XIV. ACT OF VIOLENCE

XV. Dispatch

When dispatched to a report of an act of violence incident event public safety staff will observe the following actions.

Before entering the incident area, staff will put on a PPE, silence all cell phones, turn the scan function off on the radios, pagers turned off. Avoid any non-essential communications on the radio.

The Command Group will direct entry into the hot or warm zones as tactics dictate.

Request a dedicated dispatcher from Crow Wing, if possible, have a tactical channel patched into our fire ground or move all radio traffic to an available ME-TAC channel on the ARMER system. All responding event public safety staff will operate on the Crow Wing Fire ground or ME-TAC channel as assigned by Crow Wing Dispatch.

Command will also have Crow Wing Dispatch inform North Memorial EMS and request mutual aid EMS to the primary [staging location](#) as identified in this plan. A second alarm will be requested for on-site assistance and coverage to report to the primary staging area identified in this plan. They will be staged awaiting assignment at a location that Command requests. More than likely event public safety will not be transporting any patients. They will be transported by North Memorial EMS or other onsite mutual aid EMS.

XVI. Tactical Operations

The management of a Mass Casualty Incident (MCI) will be by the current version of Emergency Medical Service Basic and Advanced Life Safety protocols as well as the Region Incident Response Plan. The Incident Response Plan calls for the establishment of the following positions as the incident grows.

- EMS Command
- EMS Branch Director
- Triage Supervisor
- Treatment Supervisor
- Transport Supervisor
- Staging Area Manager
-

Fire/EMS members will follow North Memorial Protocols when treating the three most common causes of preventable traumatic death associated with shootings and explosive injuries. They are Extremity Hemorrhage 60%, Tension Pneumothorax 33%, and Airway occlusion 6%.

Source: American College of Surgeons. Department of the Army, Office of the Surgeon General.

St Patrick's Day Parade-Event Emergency Preparedness/ Crisis Management Plan

Crosslake Fire Department Staff will be paired up with law enforcement and will be formed as Triage Task Force (TTF) or Rescue Task Force (RTF) *at least one member should be a Tactical EMT at minimum*. They will then be escorted into the area of operations by a Force Protection Group (FPG) from Law Enforcement. If Law Enforcement resources are limited, lanes of safe travel can be utilized for TTF and RTF movements. The Rescue Task Force Leader will obtain a briefing from the Force Protection Group Leader to ensure that both groups understand the objectives, direction of movement, and emergency procedures. During this operation, the medical staff will be under the command of the FPG leader.

The goal of the TTF is to rapidly triage and treat in place with the RTF mission to rapidly move victims in lanes identified for safe travel from the initial incident location to the Casualty Collection Point (CCP) As additional resources arrive on the scene, they can then move the patients from the CCP to the Treatment/Transport Area (TA) in the cold zone where more definitive medical treatment can take place.

XVI.I. Patient located procedure

The Rescue Task Force (RTF) and Force Protection Groups will need to search and locate the injured victim(s) in the areas that have been cleared and deemed secured by the initial Contact Teams (CT). Once causality is located Law Enforcement will set up security around the crew. EMS will then rapidly evaluate the patient(s). A rapid "Blood Sweep" will be performed along with a quick check for weapons.

Note: Event public safety crews will always be on the lookout for potential IEDs and weapons. If there is anything suspicious found or located, immediately advise your FPG.

Major Bleeding: All major bleeding will be addressed immediately with a tourniquet, wound packing, chest seal, or any combination as needed. If major bleeding is in a junctional vs extremity area of the body the wound will need to be packed as a tourniquet will not work. (Neck, Axillary, Abdominal or Groin) Remember to hold pressure a minimum of 2-3 minutes

Unresponsive/Airway: If the causality is unresponsive, Open the airway via head tilt chin lift, after the airway is open if the patient is breathing place an NPA roll the patient into the recovery position. If they are not breathing, they are deceased move on to the next causality.

Penetrating chest trauma: If signs of tension pneumothorax are present, penetrating chest trauma, increased shortness of breath, un-equal chest rise, increased anxiety, and diminished lung sounds. Place an occlusive dressing on the entry and exit wound then perform a needle thoracostomy (needle chest decompression) and decompress the chest with the Air Release System ARS. **Note this is a Paramedic only skill.**

The interventions above are the only ones performed in the warm zone. The goal is to only spend 60-90 seconds at each causality. After lifesaving medical care has been rendered,

St Patrick's Day Parade-Event Emergency Preparedness/ Crisis Management Plan

the causality will then be coded with the triage color Red, Yellow, or Green. A chemical light will be taped to the Right or Left forearm, the causality will be provided/covered with a heat reflective blanket "space blanket" to prevent heat loss/shock.

Triage Color Coding

The triage color-coding system will follow the Regional Incident Response Plan Guidelines.

BLACK- Any patient with obvious signs of death and or with no pulse. The initial assessment should take less than 15 to 30 seconds with a reposition of the airway. If no spontaneous pulse returns, the patient is coded BLACK and moved to the next patient.

RED- A patient who needs immediate transportation with being coded RED based on the following;

Immediate life-threatening injuries
Respiratory distress, a sign of shock.
Unable to follow simple commands.

Yellow- A patient who needs transportation but can be delayed.

Injuries that are NOT immediately life-threatening
Able to follow simple commands.
Unable to ambulate.

Green- A patient who would be able to stay at the incident site for evaluation and most likely be cleared;

Non-life-threatening injuries.

"Walking Wounded" or injuries treated by first-aid alone.

The RTF will report back to command the location and triage code along with several casualties located at that location, they will then move forward to the next causality. If the lead LEO or Tactical Medic feels that the causality should be extricated immediately the RTF will remove the causality to the CCP. After the area is searched and no other casualties are located, the injured shall be taken to a Casualty Collection Point (CCP) by the members of the RTF.

If in the event the area of operations is significantly larger than one RTF team can manage, arriving additional EMS resources can create a secondary rescue task force team.

The RTF will designate causality collection points as they move. This location should be large enough for multiple casualties to be staged there. It should be located with adequate cover to protect the patients there and avoid ingress and egress major traffic flow paths

St Patrick's Day Parade-Event Emergency Preparedness/ Crisis Management Plan

All personnel operating in the Causality Collection Point must avoid hallways and doorways (the fatal funnel) and should anticipate having to bunker behind areas of cover and concealment. RTF(s) must maintain an elevated level of situational awareness and may need to relocate injured patients to a treatment area in the cold zone when safe to do so.

Once in the causality collection point, EMS staff will perform a secondary assessment and provide the final triage code for that causality.

The primary "Transportation" location is the bus entrance. Fire and EMS personnel will move patients from the interior causality collection points to the Transportation location. Note, if cleared through the Unified Command, ALS/ BLS transportation personnel may enter the building to collect a patient on a stretcher for direct movement to an ambulance for transportation.

As additional transporting ambulances arrive, the patients will be loaded and transported to a hospital that W-MRCC designates on a triage acuity level basis. Red's #1 Immediate, Yellow #2 Delayed, and then Green #3 Walking wounded.

XVII. Investigation & Recovery Phase

After the incident has been stabilized. The suspect(s) and threat have been taken into custody or neutralized. All casualties living and deceased have been accounted for and any needs of onsite staff have been taken care of. All evidence and reports managed by EMS and Fire Personnel will be turned over to law enforcement. The area will be secured. event public safety staff will remain on-site for medical standby/rehab needs of the law enforcement agencies on the scene. Assist the medical examiner with removing bodies along with providing for any fire protection as needed.

XVIII. TRAINING

The training of this plan is essential to the success of an actual incident. The training plan will include training sessions, table-top, partial, and full-scale exercises. Training at the on-site locations simulating a real incident will help emergency responders fully understand their roles and responsibilities should an incident occur.

At a minimum, the elements of this plan will be reviewed, and staff training conducted within 30 days of the event. Crosslake Fire Department will coordinate the training of this plan under an annual Emergency Management training plan.

JOB ACTION SHEETS

COMMAND

Reports to: Policy Group

Mission: *Provide strategic direction to the Incident Management Team to minimize the loss of life and property while providing for quick business recovery.*

Immediate:

- Read this entire Job Action Sheet.
- Obtain a full briefing of the incident.
- Direct Dispatch to send Code Red to the Command Group regarding the situation and to report to the Incident Command Post.
- Direct Dispatch to send Code Red to the Policy Group regarding the situation and to report to their respective locations.
- Notify Public Information Officer to respond.
- Set Up the Unified Command Group as per the Command-and-Control policy.
- Appoint all Command staff and section chiefs that are necessary for this response and establish assistants; distribute the section packets which contain Job Action Sheets for each position and any forms pertinent to section and positions.
- Assign someone as Planning/Intelligence Section Chief.
- Appoint a person to be responsible for maintaining essential day-to-day services.
- Activate the Unified Incident Command Center at Crosslake Fire Department.
- Confer with Command Staff, section chiefs, and consultants and develop an Incident Action Plan (IAP) for a defined period, establishing priorities. (Section chiefs will communicate IAP to each section and pertinent consultants.)
- Confer with section chiefs to identify and consider necessary critical services.
- Consider and assign communication responsibilities to agency staff, external agencies, and public and media.
- Ensure that contact has been established and resource information shared with relevant external agencies.
- Give briefing to the Policy Group.

St Patrick's Day Parade-Event Emergency Preparedness/ Crisis Management Plan

Intermediate:

- Authorize resources as needed or requested by section chiefs, through the Finance/Administration Section Chief.
- Designate a routine briefings schedule with section chiefs to receive status reports and update the action plan regarding the continuance or termination of the action plan.
- Maintain contact with relevant agencies.
- Approve media releases submitted by the Public Information Officer (PIO).

Extended:

- Observe all staff for status.
- Observe all staff for signs of stress. Report issues to Safety Officer. Provide rest periods and relief for staff.
- Prepare an end-of-shift report and update with incident tracking board for a transfer of command if needed.
- Plan for the possibility of extended deployment.

LIAISON OFFICER

Reports to: Command Group

Mission: *Function as the incident contact person for representatives from other agencies.*

Immediate:

- Receive appointments from the Unified Command Group.
- Read this entire Job Action Sheet and review the organizational chart.
- Obtain briefing from Incident Commander and participate in planning meetings to formulate and evaluate the Incident Action Plan (IAP).
- Establish contact with liaison counterparts of each assisting and cooperating agency.
- Keep the chief health official and other agencies and organizations updated on changes in response to the incident.

Intermediate:

- Respond to requests and complaints from incident personnel regarding inter-agency issues.
- Relay any specific information obtained to appropriate persons.
- Keep agencies supporting the incident aware of the incident status.
- Monitor the incident to identify current or potential inter-organizational problems.

Extended:

- Maintain a list of all assisting agencies, including their resource availability.
- Observe all staff for signs of stress. Report issues to Safety Officer. Provide rest periods and relief for staff.
- Prepare end of shift report and present to the oncoming liaison officer.
- Plan for the possibility of extended deployment.

SAFETY OFFICER

Reports to: Command Group

Mission: *Develop and recommend measures for ensuring emergency responder safety (including psychological and physical), and to assess and/or anticipate hazardous situations.*

Immediate:

- Receive appointments from the Unified Command Group.
- Read this entire Job Action Sheet and review the organizational chart.
- Obtain a briefing from Incident Commander.
- Establish safety workplace in proximity to the agency Incident Command Post.
- Review the IAP for safety implications.

Intermediate:

- Exercise emergency authority to stop and prevent unsafe acts.
- Keep all staff alerted to the need to identify and report all hazards and unsafe conditions and ensure that all accidents involving personnel are investigated and actions and observations documented.
- Arrange with Logistics to secure all areas as needed to limit unauthorized access.
- Advise the Incident Commander and section chiefs immediately of any unsafe, hazardous situation.
- Establish routine briefings with Incident Commander.
- Establish routine briefings with Finance/Administration Section Chief.

Extended:

- Notify Aspire for staff mental health support.
- Observe all staff for signs of stress. Report issues to Incident Commander. Provide rest periods and relief for staff.
- Prepare end of shift report and present to oncoming Safety Officer.

PUBLIC INFORMATION OFFICER

Reports to: Command Group and Policy Group

Mission: *Assist in the coordination of the media as well as work closely with the Policy Group and Command Group on messages regarding the incident.*

Immediate:

- Receive appointments from Unified Command Group.
- Read this entire Job Action Sheet and review the organizational chart.
- Identify restrictions in contents of news release information from Incident Commander.
- Establish a Public Information Area away from Incident Command Post and other activity areas.
- Obtain a full briefing from the IC regarding the incident and participate in planning meetings to formulate and evaluate the Incident Action Plan (IAP).

Intermediate:

- Ensure that all news releases have the approval of the Command Group and the Policy Group.
- Issue an initial incident information report to the news media.
- Inform on-site media of the accessible areas to which they may have access and those which are restricted.
- Coordinate with Safety Officer.
- Contact other on-scene agencies to coordinate the release of information with respective PIOs. Inform Liaison Officer of action.
- Arrange for interviews, teleconferences, video conferences, satellite broadcasts, website revisions, broadcast faxes, etc., upon approval by AIC, chief health official, or county PIO.
- Monitor incidents as to the need to modify or change public alerts or risk communications.
- Approve initial and updated scripts for interviews, hotlines, and websites.
- Direct ongoing evaluation of message contents.

Extended:

- Review progress reports from section chiefs as appropriate.
- Notify media about incident status.
- Observe all staff for signs of stress. Report issues to Safety Officer. Provide rest periods and relief for staff.
- Prepare end of shift report and present to oncoming PIO.

- Plan for the possibility of extended deployment.

PLANNING/INTELLIGENCE SECTION CHIEF

Reports to: Area Command

Reports to: Planning/Intelligence Section Chief

Mission: *Ensure accurate and timely monitoring, analysis, and interpretation of data for the incident, including preparation of reports and trend analysis.*

Immediate:

- Receive appointments from Unified Command Group.
- Read this entire Job Action Sheet.
- Obtain briefing from the Unified Command Group or Planning/Intelligence Section Chief.
- Work with Unified Command Group or Planning/Intelligence Section Chief to select data elements required by the Incident Action Plan (IAP) and to determine essential reports.
- Assign specific personnel to interpret data received.
- Ensure all data equipment is in working order, and required supplies are available.
- Communicate data analysis equipment needs to Unified Command Group or Planning/Intelligence Section Chief.

Intermediate:

- Maintain communication with data analysis staff to identify issues.
- Communicate to Unified Command Group or Planning/Intelligence Section Chief any issues with data.
- Maintain a log of all data requests received and staff assigned to each task.
- Immediately report to the Unified Command Group or Planning/Intelligence Section Chief any issues which cannot be resolved by your unit with current resources.
- Notify Unified Command Group or Planning/Intelligence Section Chief of data that has not been received in a timely or correct fashion.
- Review assembled data and finalize the interpretations and reports.
- Calculate projections for situations (disaster or response) based upon the data received.
- Communicate report findings and projections to Unified Command Group or Planning/Intelligence Section Chief.

St Patrick's Day Parade-Event Emergency Preparedness/ Crisis Management Plan

Extended:

- Brief Unified Command Group or Planning/Intelligence Section Chief on status of data analysis activities.
- Document all actions, decisions, and interventions.
- Prepare end of shift report and present to oncoming Situation Unit Leader.
- Observe all staff for signs of stress, and report concerns to Unified Command Group or Planning/Intelligence Section Chief.
- Plan for the possibility of extended deployment.

F.
C.
B.

MEMO TO: City Council

FROM: City Clerk

DATE: February 14, 2025

SUBJECT: 2025-2026 FIRE SERVICE CONTRACTS

The City of Manhattan Beach and the Township of Fairfield contract with the City of Crosslake for fire services. These contracts are reviewed and approved by the City Council each year and forwarded to the respective City and Township for renewal by April 1st. The cost of the contract is based on 3.5% of tax capacity for that portion of the City or Township covered by Crosslake. The amount is payable upon execution of the agreement between both municipalities.

A motion is required to renew these contracts for the period of April 1, 2025 through March 31, 2026 for the two municipalities. (Council Action-Motion)

<u>Municipality</u>	<u>Tax Capacity</u>	<u>% of Tax Capacity</u>	<u>Amount</u>
Manhattan Beach	\$606,073	3.5%	\$21,212.56
Fairfield Township (Sections 6, 7, 8, 9, 16, 17, 18, 19, 20, 21, 28, 29, 30, 31, 32 and 33)	\$1,078,224	3.5%	\$37,737.84

Attachments

2024-2025 Amounts - Information Only

<u>Municipality</u>	<u>Tax Capacity</u>	<u>% of Tax Capacity</u>	<u>Amount</u>
Manhattan Beach	\$613,572	3.5%	\$21,475.02
Fairfield Township (Sections 6, 7, 8, 9, 16, 17, 18, 19, 20, 21, 28, 29, 30, 31, 32 and 33)	\$1,083,174	3.5%	\$37,911.09

CROSSLAKE FIRE DISTRICTS**FINAL PAYABLE 2025
2024 Assessment, Taxes Payable 2025**

	Total Tax Capacity	***** Market Value ***** Land	***** Building
City of Crosslake (All)	27,230,623	1,389,021,720	1,008,843,122
Fairfield Township (part) All of Sec 6-9; 16-21; & 28-33 (VALBYSEC)	1,078,224	57,601,527	48,710,370
City of Manhattan Beach (All)	606,073	30,796,165	23,460,119

CITY OF CROSSLAKE

2025 / 2026 FIRE CONTRACT

This contract is made and entered into this 1st day of April, 2025 (“Anniversary Date”) between the City of Crosslake, Crow Wing County, Minnesota, 13888 Daggett Bay Road, Crosslake, MN 56442, a public corporation (“Crosslake”), and the _____, Crow Wing County, Minnesota, _____, a public corporation.

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

1. **Fire Service.** Manhattan Beach agrees to purchase from Crosslake, and Crosslake agrees to provide _____, the following fire services:

- Structural Firefighting

 - External Structural Firefighting

 - Interior Structural Firefighting

- Grass Firefighting

- General Firefighting

 - Vehicles & Equipment

 - Carbon Monoxide Calls

 - Other Non-Structural Firefighting

- Rescue

 - Vehicle & Equipment Extrication

 - General Search & Rescue

 - Confined Space Rescue

 - Water Rescue

- Emergency Medical Services

 - Fire Scenes

 - Rescue Scenes

- General Medicals – Level of Emergency Medical Response

 - First Responder

- Hazardous Materials Response – Level of Hazardous Materials Response

 - First Responder, Awareness

- Disaster Response

- Mutual Aid

The services indicated above are further explained, or limited, as follows:

- a. **Allocation of Resources.** The parties understand the fire department officer in charge of the particular scene shall exercise judgment to determine, in consideration of all the established policies, guidelines, procedures, and practices, how best to allocate the available resources of the fire department under the circumstances of a given situation. Failure to provide fire services because of poor weather conditions or other conditions beyond the control of Crosslake shall not be deemed a breach of this contract.
 - b. **No Guarantee.** The parties understand and agree Crosslake will endeavor to provide the services indicated above to the best of its ability given the circumstances, but Crosslake makes no guarantees that the services it actually provides in a given situation will meet any particular criteria or standard.
 - c. **Mutual Aid.** The City of Crosslake has a mutual aid agreement with Cuyuna Range Fire Departments. In the event another Cuyuna Range Fire Department is called by Crosslake Fire Department, _____ shall not be responsible for any third parties claims that arise as a result of the mutual aid rendered by said Cuyuna Range Fire Department.
2. **Payment.** _____ agrees to pay Crosslake annually during the term of this contract the payment amount according to the following formula:
- a. 3 ½% of current years Tax Capacity calculated by Crow Wing County. 3 ½% of Tax Capacity of \$ _____ equals \$ _____
 - b. Said annual payment is due, in full, on or before April 1, 2025.
 - c. Three Hundred Fifty and 00/100th Dollars (\$350.00) for the first hour or any portion thereof that Crosslake Fire Department spends responding to a fire call; and Three Hundred and 00/100th Dollars (\$300.00) for each additional hour or fraction thereof.
 - d. One Hundred and 00/100th Dollars (\$100.00) per gallon for firefighting foam used in fighting a fire. The decision to use firefighting foam is solely the responsibility of the Crosslake Fire Department's Fire Chief or officer in charge of the fire incident.
 - e. Within 45 days after the fire incident Crosslake shall submit a written invoice (claim) to the owner of the property that received the service with a demand for payment; with instructions to remit the amount due to _____. A duplicate copy of said claim shall be sent to _____ with payment in full due from _____ to Crosslake 120 days from the date of the claim.

3. **Annual Meeting of Parties.** _____ shall have the right to request a meeting with Crosslake Fire Department and City staff to discuss contract and service issues. _____ reserves the right to appear before the Crosslake City Council to discuss any issues unresolved by Crosslake Fire Department or City staff.
4. **Emergency Service Charge.** _____, in its sole discretion, may exercise its authority to impose and collect an emergency service charge on those receiving emergency services, including fire services, within _____. Crosslake shall have no right to, or interest in, any service fees collected by _____. If _____ imposes an emergency service charge it shall provide Crosslake a list of the specific types of information it determines it needs collected in order to successfully impose and collect the charge. Crosslake shall make a good faith effort to collect the requested information for each service call to the Service Territory and promptly provide _____ with the information it collected.
5. **Service Territory.** Crosslake shall provide fire services as indicated in this contract to the area in _____ described below and/or as indicated on a map which is attached hereto and made part of this contract. The identified area shall constitute _____ Service Territory for the purposes of this contract.
6. **Term.** This contract shall commence on the effective date indicated above and shall expire at 11:59 P.M. March 31, 2026 unless terminated earlier as provided herein.
7. **Ownership.** Crosslake owns the buildings and equipment associated with the Fire Department and the amounts paid by _____ do not give rise to any ownership interest in, or responsibility toward, those items unless a specific ownership interest is indicated below: NONE
8. **Crosslake Responsibilities.** In addition to any other obligations described herein, Crosslake shall:
 - a. Authorize and direct the Crosslake Fire Department to provide the fire services described herein to _____ Service Territory;
 - b. Develop a detailed annual operational budget for the fire department for each year during the term of this contract by the Anniversary Date and present it to _____ along with sufficient information to explain the items included in the budget figures;
 - c. Upon _____ request, provide _____ access to financial and cost data related to the fire department for five years prior to the current service year;
 - d. Disclose to _____ any proposed action Crosslake or the Fire Department intends to take that can reasonably be expected to affect the Insurance

Services Office Fire Protection Grade in the Service Territory or Crosslake's ability to provide the fire services indicated above; and

- e. Promptly disclose to _____ any information Crosslake can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

9. _____ **Responsibilities.** In addition to any other obligations described herein, _____ shall:

- a. Promptly pay Crosslake the payment amount as indicated above for the year of service, or a prorated share of the payment amount for the length of service actually provided if the contract is terminated early;
- b. Approve a budget during the term of the contract that will provide funds needed to pay the payment amount; and
- c. Promptly disclose to Crosslake any information _____ can reasonably anticipate will directly affect its ability to perform its obligations under this contract.

It is understood and agreed _____ shall have no responsibility whatsoever toward the firefighters or other emergency personnel including any employment related issues such as training, supervision, performance reviews, discipline, compensation, benefits, insurance coverage, compliance with any employment related federal, state, and local laws and rules such as OSHA, ERISA, RLSA, FMLA, or any other employment related issues, and Crosslake shall indemnify _____ from any such claims. It is further agreed _____ has no responsibility, beyond paying the agreed upon payment amount, for acquiring, operating, maintaining, housing, or replacing equipment as needed to provide the fire services described herein.

10. **Insurance Requirements.** Crosslake shall maintain general liability insurance for its services and shall include _____ as an additional insured for the term of this contract and any extensions thereof. Crosslake shall provide _____ proof of such insurance coverage and the additional insured endorsement naming the _____ annually by the anniversary date of this contract.

11. **Indemnification.** Crosslake agrees to defend and indemnify _____ against any claims brought or actions filed against _____ or any officer, employee, or volunteer of _____ for injury to, death of, or damage to the property of any third person or persons, arising from Crosslake's performance under this contract for services. Under no circumstances, however, shall Crosslake be required to pay on behalf of itself and _____, any amounts in excess of the limits on liability established in Minnesota Statutes Chapter 466 applicable to any one party. The limits of liability for _____ and Crosslake may not be added

together to determine the maximum amount of liability for Crosslake. The intent of this subdivision is to impose on Crosslake a limited duty to defend and indemnify _____ for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.

12. **No Waiver.** Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes Chapter 466 or otherwise.
13. **Modification.** This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by both Crosslake and _____, and attached hereto.
14. **Subtracting & Assignment.** Crosslake shall not subcontract or assign any portion of this contract to another without prior written permission from _____. Services provided to _____ pursuant to a mutual aid agreement Crosslake has, or may enter into, with another entity does not constitute a subcontract or assignment requiring prior approval of _____ so long as Crosslake remains primarily responsible for providing for services to _____ Service Territory.
15. **Termination.** This contract may be terminated at any time during its term by mutual agreement of the parties. Either party may terminate this agreement by personally serving a 120-day written notice of termination on the other party. This agreement shall terminate 120 days from the date of personal service of the written termination notice unless the party serving the notice withdraws the notice in writing before it is effective. If _____ fails to pay for the service according to the schedule established herein, this contract shall be null and void without further notice. Notice to Crosslake shall be served on the Crosslake City Clerk, and notice to _____ shall be served on the _____ Clerk.
16. **Service Contract.** This is a service contract. The parties do not intend to undertake or create, and nothing herein shall be construed as creating a joint powers agreement, joint venture, or joint enterprise between the parties.
17. **Arbitration.** All claims or disputes between the parties arising out of, or relating to the Contract or the breach thereof shall be finally decided by arbitration in accordance with the rules of the American Arbitration Association, unless the parties mutually agree in writing otherwise. Written notice of the demand for arbitration shall be personally delivered to the other party and shall be made no longer than (90) days after the facts giving rise to the dispute have been discovered by the party requesting arbitration. The Arbitrator shall apply the laws of the State of Minnesota.

18. **Minnesota Law Governs.** This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.

19. **Severability.** The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.

IN WITNESS WHEREOF, the parties have executed this contract effective on the date indicated above.

CITY OF CROSSLAKE

XXXXXXXXXXXXXXXXXX

By its Mayor:

By its Mayor:

Signature

Signature

Print Name

Print Name

Date

Date

City Clerk

Clerk

Fire Chief

F. 2. a.

MEMO TO: City Council

FROM: Public Works Commission

DATE: March 3, 2025

SUBJECT: Children at Play

At its meeting on 3/03/2025 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARY PRESCOTT TO RECOMMEND TO THE CITY COUNCIL THAT THE HOMEOWNER PAY FOR THE CHILDREN AT PLAY SIGN IF NECESSARY AND THE CITY NOT TO BE INVOLVED. A ROLL CALL VOTED CARRIED WITH ALL AYES.

F.2.b.

MEMO TO: City Council
FROM: Public Works Commission
DATE: March 3, 2025
SUBJECT: 2025 Harbor Lane Improvements

At its meeting on 3/03/2025 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND TO THE CITY COUNCIL TO PROCEED WITH BIDDING FOR MARCH 31 – APRIL 3RD FOR 2025 HARBOR LANE IMPROVEMENTS WITH A CONSTRUCTION TIMELINE FOR 35-40 WORKING DAYS AS THE DEFINED CONSTRUCTION PERIOD. A ROLL CALL VOTED CARRIED WITH ALL AYES.

F.
2.
C.

MEMO TO: City Council
FROM: Public Works Commission
DATE: March 3, 2025
SUBJECT: Bolton & Menk Engineering Proposal

At its meeting on 3/03/2025 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MARY PRESCOTT TO RECOMMEND TO THE CITY COUNCIL FOR APPROVAL OF THE ENGINEERING PROPOSAL FROM BOLTON & MENK FOR BIDDING AND CONSTRUCTION SERVICES FOR THE HARBOR LANE AND TRAIL IMPROVEMENTS DATED FEBRUARY 27, 2025. A ROLL CALL VOTED CARRIED WITH ALL AYES.



**BOLTON
& MENK**

Real People. Real Solutions.

7656 Design Road
Suite 200
Baxter, MN 56425-8676

Ph: (218) 825-0684
Fax: (218) 825-0685
Bolton-Menk.com

February 27, 2025

Pat Wehner, Public Works Director
City of Crosslake
37028 County Road 66
Crosslake, MN 56442

RE: Proposal for Bidding and Construction Engineering Services – Harbor Lane Improvement

Dear Pat:

With completion of the final design engineering and preparation of the construction documents, Bolton & Menk has prepared this updated proposal for engineering services for public bidding, contract award, and construction engineering services for the road and trail improvements to Harbor Lane. We understand that the City intends to construct the improvements during the 2025 construction season and assess a portion of the project cost in conjunction with Year 2 of the adopted 5-Year Road Improvement Plan.

Scope:

To assist the City of Crosslake, we propose the following scope of services:

Public Bidding, Award, and Contract Preparation – Our services include facilitating public bidding, reviewing and recommending award based on the bids received, and assembling contracts for the City with the selected contractor.

Construction Staking, Observation, Contract Administration, Assessment – We will provide survey staking for easement and construction activities, construction observation, testing coordination, project communication with the City staff and residents, labor wage compliance, and project close out.

Professional Fee:

Based on our understanding of the City request and the current improvement, we have provided our estimated costs below to provide the professional services outlined previously. We propose to provide our fee on an actual hour basis for the work elements described in this proposal.

Service Provided	Fee
Public Bidding, Award, and Contract Preparation	\$7,850
Construction Staking, Observation*, Contract Administration, Assessment	\$83,800
<i>*Includes a budget of \$6,000 for quality control and materials testing</i>	

Name: Pat Wehner
Date: February 27, 2025
Page: 2

Schedule:

We propose to begin immediately upon receipt of a notice to proceed with the following general schedule:

- Public Bid & Award March/April 2025
- Construction (8 weeks assumed) Summer 2025

We appreciate the opportunity to assist the City of Crosslake. Please feel free to contact me at 218-821-7265 or via email at Phillip.Martin@bolton-menk.com if you have any questions regarding our proposal for professional services to the City of Crosslake.

Respectfully submitted,
Bolton & Menk, Inc.



Phillip M. Martin, P.E.
Principal Engineer

F. 2. d.

MEMO TO: City Council
FROM: Public Works Commission
DATE: March 3, 2025
SUBJECT: Cost Share Agreement

At its meeting on 3/03/2025 the Public Works Commission held a discussion regarding the following from the draft minutes of the meeting along with the motions that were made for the Council's consideration:

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MARY PRESCOTT TO RECOMMEND TO THE CITY COUNCIL FOR APPROVAL OF THE COST SHARE AGREEMENT WITH CROW WING COUNTY FOR CHIP SEALING THE ROADS AND PARKING LOTS INCLUDED IN THE AGREEMENT. A ROLL CALL VOTED CARRIED WITH ALL AYES.

**CONSTRUCTION COST SHARE AGREEMENT
WITH THE CITY OF CROSSLAKE (CP 18-200-139 & CP 18-300-47)
FOR THE BITUMINOUS SEAL COAT OF
ROADWAYS UNDER THE JURISDICTION OF
CROW WING COUNTY, FIRST ASSESSMENT DISTRICT, CITY OF CROSSLAKE, CITY OF
LAKESHORE, PELICAN TOWNSHIP, ROSS LAKE TOWNSHIP, AND DEERWOOD
TOWNSHIP.**

This Agreement is made and entered into this day of _____, 2025, by and between the County of Crow Wing, State of Minnesota, a political subdivision of the State of Minnesota, 326 Laurel Street, Brainerd, Minnesota, 56401, hereinafter referred to as "County", and the City of Crosslake, City Hall, 13888 Daggett Bay Road, Crosslake, MN 56442 hereinafter referred to as the "City".

WITNESSETH

WHEREAS, the parties mutually agree that a bituminous seal coat desired by the City to be applied to the roadways listed in Attachment A has the potential to result in overall costs savings when combined with the County Project to provide a bituminous seal coat to County roadways and other local agency roadways, and,

WHEREAS, the County has budgeted funds to complete the project; and,

WHEREAS, the Crow Wing County Highway Department has prepared plans and specifications for the project entitled BITUMINOUS SEAL COAT, which plans and specifications are on file in the office of the County Engineer;

NOW, THEREFORE, IT IS MUTUALLY STIPULATED AND AGREED:

I. PURPOSE

The parties have joined together for the purpose of constructing project CP 18-200-139 & CP 18-300-47. This agreement identifies funding responsibilities and also future responsibilities upon project completion. Attachment B (estimate) is considered a part of this agreement.

II. Duties

A. Design and Construction

For this project, the County shall provide all design-engineering services unless otherwise stated in this agreement. The County shall provide all construction-engineering services, with the City being responsible for its share of design engineering/project development as identified in Attachment B. Attachment B is an estimate and final costs will be determined upon project completion. The County shall do the calling for all bids and the acceptance of all bid proposals and shall enter into a construction contract as the "owner" for purposes of the project.

B. Inspection and Approval

The County shall provide construction inspection and staking for the Project and approval for acceptance of the work as it is completed. The County shall also be available to inspect said work and notify the City of any concerns that arise during or after the completion of the Project. Approval of the completed construction shall be completed by the County and the City.

III. COSTS

A. Project Costs

The project costs identified in this agreement are based upon current estimates. Attachment B identifies the agreed upon cost share quantities and estimated costs. Actual final costs for each agency will be determined by actual final quantities.

B. SUMMARY OF ESTIMATED COSTS - The estimated construction and engineering costs of the projects are shown in Attachment B and are summarized as follows:

Total Estimated Construction Costs	\$ 2,595,517.09
Estimated City Construction Costs	\$ 135,735.65
Estimated City Engineering Costs	\$ 13,573.57
Total Estimated City Costs	\$ 149,309.22

IV. TERM

This Agreement shall continue until terminated as provided hereinafter.

V. DISBURSEMENT OF FUNDS

All funds disbursed by the County or City pursuant to this Agreement shall be disbursed pursuant to law. Upon project completion, a final cost accounting will be performed totaling costs related to the Project. An invoice will be prepared by the County and submitted to the City. The City shall reimburse the County within 30 days of receipt of invoice.

VI. CONTRACTS AND PURCHASES

All contracts let and purchases made pursuant to this Agreement shall be made by the County in conformity with State law.

VII. ACCOUNTABILITY

An accounting shall be made of all receipts and disbursements upon request by either party.

VIII. TERMINATION

This Agreement shall terminate upon completion of all obligations of the parties under this Agreement. This Agreement may be terminated prior to completion by either party only for breach of this Agreement or by mutual consent of the parties.

X. NOTICE

For purposes of deliver of any notices hereunder, the notice shall be effective if delivered to the Office of the Crow Wing County Highway Department, 16589 CR 142, Brainerd, MN 56401, on behalf of the County, and the City of Crosslake, 13888 Daggett Bay Road, Crosslake, MN, on behalf of the City.

XI. INDEMNIFICATION

To the extent allowed by law, the County and the City mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses or damages resulting from the acts or omissions of the respective officers, agents, or employees relating to activities conducted by either party under this Agreement.

XII. ENTIRE AGREEMENT

It is understood and agreed that the entire agreement of the parties is contained herein and that this Agreement supersedes all oral agreements and all negotiations between the parties relating to the subject matter hereof, as well as any previous agreement presently in effect between the parties to the subject matter hereof. Any alterations, variations, or modifications of the provisions of this Agreement shall be valid only when they have been reduced to writing and duly signed by the parties.

IN WITNESS WHEREOF, the parties of this Agreement have hereunto set their hands on the dates written below:

COUNTY OF CROW WING

CITY OF CROSSLAKE

By: _____
Robert Hall, P.E.
Assistant County Engineer

By: _____
Lori A. Conway
City Administrator

Dated: _____

Dated: _____

2025 SEAL COAT PROJECT
PROJECT NO. CP 18-200-139 & CP 18-300-47
CROW WING COUNTY, FIRST ASSESSMENT DISTRICT,
CITY OF CROSSLAKE, CITY OF LAKESHORE, ROSS LAKE TOWNSHIP, PELICAN TOWNSHIP,
AND DEERWOOD TOWNSHIP.

Crow Wing County

CSAH 15	CSAH 32	CR 121
CSAH 24	CSAH 16	CR 127
CSAH 1	CR 109	CR 128
CSAH 13	CR 107	

First Assessment District

LANDMARK DR	RIVER RIDGE DR	HARTLEY DR
HERITAGE RD	INDIGO RD	SHELLISA LN
CAROLYN LN		

City of Crosslake

DAGGETT PINE RD	MARGARET LN
CROSSLAKE FIRE HALL PARKING LOT	CROSSLAKE CITY HALL PARKING LOT
CROSSLAKE JOINT P.W. PARKING LOT	ANDY'S RESTAURANT PARKING LOT

City of Lakeshore

BALSAM LN	WOODLAND RD
ABBY WAY	LINCOLN GREEN RD

Deerwood Township

RICE LAKE RD

Pelican Township

PELICAN LAKE RD (S)	MIDDLE CULLEN RD	UPPER CULLEN RD
TRAILS END RD	CREE BAY CIR	LINDOVE LN
BAY POINT DR	STEWARTS BAY DR	CANTHOOK DR
LAKEVIEW LN	PELICAN WAY	PELICAN LAKE RD (N)
SHELSTAD LN	CIMINO BAY DR	RED OAK RD
TOWN HALL PARKING LOT		

Ross Lake Township

MCNEIL RD

ATTACHMENT B

NOTES	ITEM NUMBER	ITEM DESCRIPTION	UNITS	ESTIMATED QUANTITY	CROW WING COUNTY	FAD ROADS	CITY OF LAKE SHORE	CITY OF CROSSLAKE	DEERWOOD TOWNSHIP	PELICAN TOWNSHIP	ROSS LAKE TOWNSHIP	UNIT PRICE	CROW WING COUNTY	FAD ROADS	CITY OF LAKE SHORE	CITY OF CROSSLAKE	DEERWOOD TOWNSHIP	PELICAN TOWNSHIP	ROSS LAKE TOWNSHIP	TOTAL COST
	2022.501	MOBILIZATION	LUMP SUM	1	0.79	0.03	0.02	0.05	0.02	0.08	0.01	155,000.00	122,450.00	4,650.00	3,100.00	7,750.00	3,100.00	12,400.00	1,550.00	155,000.00
1	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOOR	21			4	15		2		105.00	478,201.50	15,466.50	420.00	1,575.00	210.00			2,205.00
2	2355.506	BITUMINOUS MATERIAL FOR FOG SEAL	GALLON	113678	91086	2946	1051	5517	2262	9167	1549	5.25	584,894.70	21,883.50	29,489.25	29,489.25	11,875.50	48,126.75	8,132.25	596,899.50
3	2356.504	BITUMINOUS SEAL COAT FA- 2.0	SQ YD	23922				22211		1111		0.80	18,853			17,768.80	888.80			18,657.60
4,5	2356.504	BITUMINOUS SEAL COAT FA- 2.5	SQ YD	816300	649883	24315	8760	26115	18853	75467	12907	0.90	584,894.70	21,883.50	7,884.00	23,503.50	16,967.70	67,920.30	11,616.30	734,670.00
4,5	2356.506	BITUMINOUS MATERIAL FOR SEAL COAT	GALLON	297458	232096	8522	3066	15912	6599	26746	4517	3.00	696,286.00	25,566.00	9,198.00	47,796.00	19,797.00	80,238.00	13,551.00	892,374.00
6	2563.601	TRAFFIC CONTROL	LUMP SUM	1	0.79	0.03	0.02	0.05	0.02	0.08	0.01	50,000.00	39,500.00	1,500.00	1,000.00	2,500.00	1,000.00	4,000.00	500.00	50,000.00
	2580.503	INTERIM PAVEMENT MARKING	LIN FT	316467	295103	1700		19684				0.15	44,265.45	255.00		2,952.60				47,473.05
	2582.503	4" SOLID LINE PAINT	LIN FT	517562	517562							0.12	62,107.44							62,107.44
	2582.503	24" SOLID LINE PAINT	LIN FT	189	189							3.85	727.65							727.65
	2582.503	4" BROKEN LINE PAINT	LIN FT	23800	23800							0.12	2,856.00							2,856.00
	2582.503	8" DOTTED LINE PAINT	LIN FT	447	447							0.55	245.85							245.85
	2582.503	4" DOUBLE SOLID LINE PAINT	SQ FT	125994	115302	850		9842				0.25	28,825.50	212.50		2,460.50				31,488.50
	2582.518	PAVEMENT MESSAGE PAINT	SQ FT	357	357							2.50	892.50							892.50
												TOTAL	2,061,254.59	69,533.50	27,119.75	135,735.65	52,740.20	213,785.85	35,349.55	2,595,517.09

10% Design, Construction, and Contract Admin.

	\$2,711.98	\$13,573.57	\$5,274.02	\$1,376.39	\$3,534.96
Estimated Total	\$29,831.73	\$149,309.22	\$58,014.22	\$235,162.24	\$38,884.51

F.2.e.

Lori Conway

From: Lori Conway
Sent: Thursday, March 6, 2025 9:04 AM
To: Jordan Larson
Subject: Archeological Study

I am writing in response to this email in case Pat has not. This is something we would like more information on such as costs, I will bring to the attention of the City Council for considerations.

Thank you.

Lori Conway
City Administrator

From: Jordan Larson <Jordan.Larson@crowwing.gov>
Sent: Friday, February 28, 2025 12:59 PM
To: Patrick Wehner <pwehner@cityofcrosslake.org>
Subject: CR 103 Archeological Study

Pat,

I am currently working on a request for proposal (RFP) to send out to consultants for the upcoming archeological study on CR 103 for our 2026 construction project. You mentioned that the City might be interested in joining our archeological study. I will be sending out the RFP by the end of March to get a consultant on board.

If the City would like to join this archeological study, please let me know. I would need to know where the City is considering a trail so I am able to provide that information to the consultants in the RFP.

Let me know if you have any questions.

Thanks,

Jordan D. Larson, PE
Senior Engineer
Highway Department
16589 County Road 142
Brainerd, MN 56401

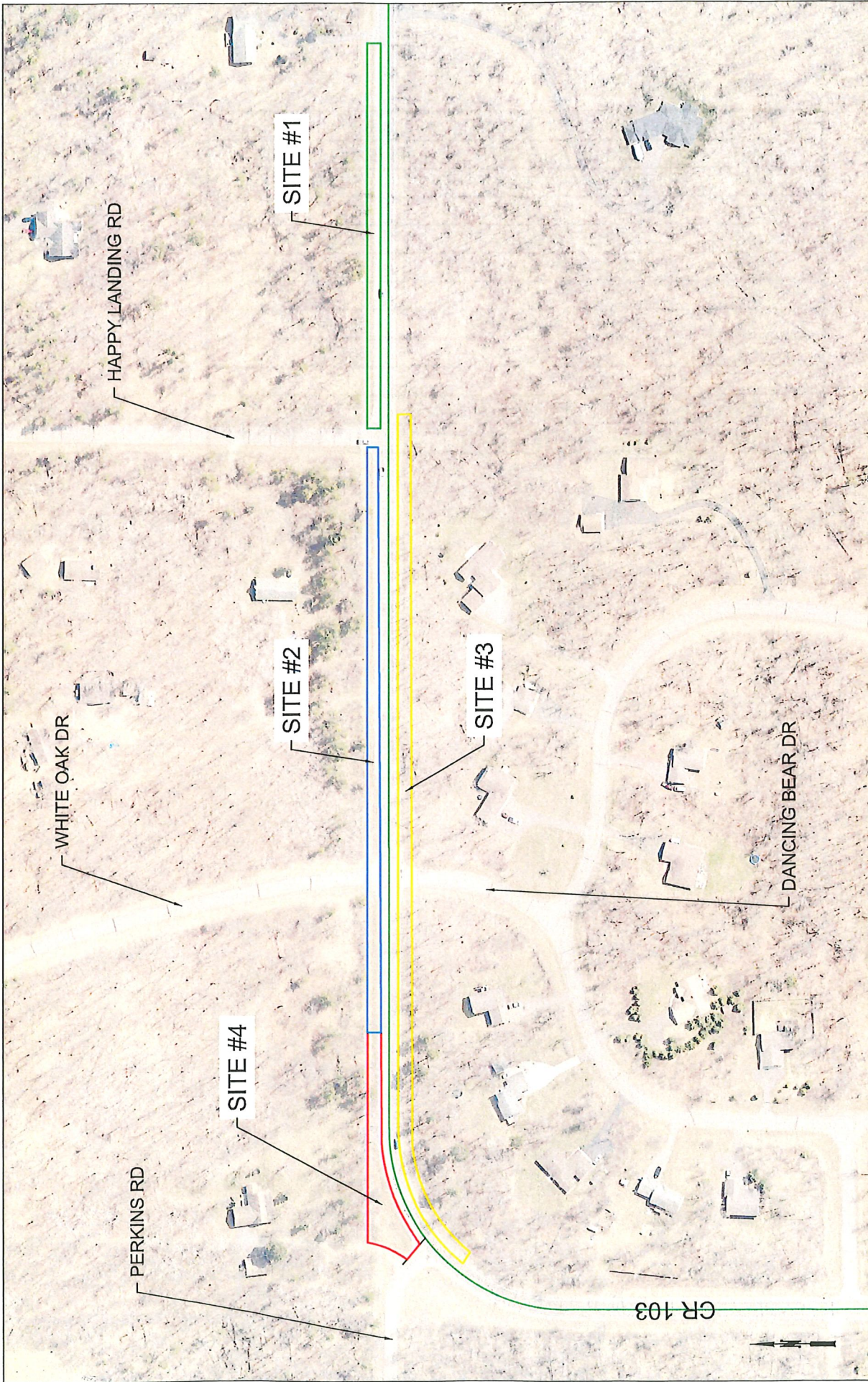
Office – 218-824-1110
Cell – 320-630-0504
www.crowwing.us

We value your opinion, please let us know how we are doing by taking our [Customer Service Survey](#).



Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

Crow Wing County & City of Crosslake Archeology Study		
SITE	RESPONSIBLE PARTY	APPROXIMATED COST
#1	CROW WING COUNTY	\$800.00
#2	CITY OF CROSSLAKE	\$1,200.00
#3	CITY OF CROSSLAKE	\$1,600.00
#4	CROW WING COUNTY	\$500.00
#5	CROW WING COUNTY	\$1,200.00
#6	CROW WING COUNTY	\$1,400.00
	TOTAL ESTIMATED COST	\$6,700.00
TOTAL ESTIMATED CITY OF CROSSLAKE COST		\$2,800.00
TOTAL ESTIMATED CROW WING COUNTY COST		\$3,900.00





SITE #5

WEST SHORE DR

CR 103

SITE #6

SITE LOCATIONS

CROW WING COUNTY HIGHWAY DEPARTMENT EXHIBIT

COUNTY PROJECT 018-103-04 (COUNTY ROAD XX)

F. 2. f. 1.



January 22, 2025

City of Crosslake
Char Nelson, Clerk
37028 County Rd 66
Crosslake, Minnesota 56442

Re: Annual Bridge Inspections

Dear Char Nelson,

The annual bridge inspections for 2024 have been completed in accordance with Minnesota Statutes, Chapter 165. A bridge is defined as a drainage structure with a span of 10-feet or more; therefore, large culverts are considered bridges for inspection purposes as well as the more conventional bridge structures. A copy of the inspection report for bridges inspected in 2024 under your jurisdiction is enclosed. Please note that all bridges are not necessarily inspected each year. Depending on the type and condition of a structure the inspection frequency may be as high as a 48-month interval.

The key information to look at on the inspection report may be the comments made by the Inspector and any change in an element condition from years prior printed in red. The "Sufficiency Rating" has moved to the first page of the "Minnesota Bridge Inspection Report", located on right, just above the first element in the report.

Since bridges represent a considerable investment of taxpayer dollars, you are encouraged to seriously review each report as well as conduct an on-site review of your bridges to confirm existing conditions and take appropriate action. This office is available to provide advice as to maintenance procedures and answer any questions related to bridges. You may contact the following: Wayne Dosh, Senior Engineering Technician and Certified Bridge Inspector; Rob Hall, Assistant County Highway Engineer and Timothy Bray, County Highway Engineer.

Sincerely,

Timothy Bray P.E.
County Highway Engineer

By: Wayne Dosh
Wayne Dosh Senior Engineering Technician

Timothy V. Bray
County Engineer
Highway Department
16589 County Road 142
Brainerd, MN 56401

Office: (218) 824-1110
www.crowwing.gov

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

F.2.F.2.

2024 ROUTINE BRIDGE INSPECTION REPORT



BRIDGE # L4044 MELINDA SHORES RD over CHANNEL RUSH LAKE

DISTRICT: District 3 COUNTY: Crow Wing CITY/TOWNSHIP: Cross Lake
STATE: Minnesota

Date of Inspection: 10/18/2024

Equipment Used: Life Jacket, Probing Rod, Other - waders, tape-measure,
flashlight Assisted by Brian Winskowski

Owner: City or Municipal Highway Agency

Inspected By: Dosh, Wayne; Winskowski, Brian

Report Written By: Wayne Dosh
Report Reviewed By: Timothy Bray
Final Report Date: 01/13/2025



Inspector: Dosh, Wayne
 Inspection Date: 10/18/2024

Structure Number: L4044
 Facility Carried: M 205

**Bridge Inspection Report
 Minnesota Structure Inventory Report**

Bridge ID: L4044

MELINDA SHORES RD over CHANNEL RUSH LAKE

+ GENERAL +			+ ROADWAY ON BRIDGE +			+ INSPECTION +		
Agency Br. No. CITY34	Crew		Facility M 205			Last Routine Insp Date 10/18/2024		
District 03	Maint. Area		LRS Functional Class 7 - Local			Routine Insp Frequency 24		
County 018 - Crow Wing			ADT 15 YEAR 1990 Urban Code 99999			Inspector Name Dosh, Wayne		
City Cross Lake			HCADT ADTT %			Status A - Open		
Township			National Highway System 0			+ NBI CONDITION RATINGS +		
Desc. Loc. 1.5 MI SW OF JCT CSAH 6			LRS Mile Point I/D 0.090 / 0.090			Deck 7		
Sect., Twp., Range 07 137N - 27W			Speed Limit			Superstructure 7		
Latitude 46.691278			Detour Length 99			Substructure 5		
Longitude -94.148628			Lanes 1 Lanes ON Bridge			Channel 6		
Custodian 04 - City or Municipal Highway Agency			Control Section (TH Only)			Culvert N		
Owner 04 - City or Municipal Highway Agency			Function 1 - MAINLINE			+ NBI APPRAISAL RATINGS +		
Insp Responsibility Crow Wing County			Type 3 - One lane bridge for 2-way traffic			Structure Evaluation 5		
Year Built 1950			Bridge Match ID 1			Deck Geometry 6		
Date Opened to Traffic 1/1/1989			Roadway Key Route On Structure			Underclearances N		
MN Year Remodeled 1989			+ RDWY DIMENSIONS ON BRIDGE +			Waterway Adequacy 7		
FHWA Year Reconstructed			If Divided: NB-EB SB-WB			Approach Alignment 5		
Bridge Plan Location 3 - COUNTY			Roadway Width 14.00 ft ft			+ SAFETY FEATURES +		
Potential ABC 2 - N/A			Vertical Clearance ft ft			Bridge Railing 0 - SUBSTANDARD		
+ STRUCTURE +			Max. Vert. Clear. ft ft			GR Transition N - NOT REQUIRED		
Service On 1 - Highway			Horizontal Clear. ft ft			Appr. Guardrail N - NOT REQUIRED		
Service Under 5 - Waterway			Appr. Surface Width 20.0 ft			GR Termini N - NOT REQUIRED		
Main Span Type 5 - Prestress or Precast			Bridge Roadway Width 14.0 ft			+ SPECIAL INSPECTIONS +		
20 - Double Tee			Median Width On Bridge 0.0 ft			Structure Flared 0 - No flare Y/N	Freq	Date
Main Span Detail			+ MISC. BRIDGE DATA +			NSTM N		
Appr. Span Type No Approach Span			Parallel Structure N - No parallel structure			Underwater N		
Appr. Span Detail			Field Conn. ID			Pinned Asbly. N		
Skew 0			Cantilever ID			+ WATERWAY +		
Culvert Type			Foundations (Material/Type)			Drainage Area (sq mi)		
Barrel Length			Abutment 1 - CONC 1 - SPRD SOIL			Waterway Opening (sq ft) 198		
Number of Spans			Pier N - N/A N - N/A			Navigation Control 0 - No nav. control on waterway		
MAIN: 1 APPR: 0 TOTAL:			Historic Status 5 - Not eligible			Pier Protection		
Main Span Length 28.0 ft			On - Off System 0 - OFF			Nav. Clr. (ft) Vert. 0.0 Horiz. 0.0		
Structure Length 29.2 ft			+ PAINT +			Nav. Vert. Lift Bridge Clear. (ft) 0.0		
Deck Width (Out-to-Out) 16.0 ft			Year Painted			MN Scour Code I - LOW RISK		
Deck Material 2 - Concrete Precast Panels			Painted Area sq ft			Scour Evaluation Year 2002		
Wear Surf Type 6 - Bituminous			Primer Type			+ CAPACITY RATINGS +		
Wear Surf Install Year 2018			Finish Type			Design Load 0 - Other/Unknown		
Wear Course/Fill Depth 0.25 ft			+ BRIDGE SIGNS +			Operating Rating 2 - HS TRUCK 37.6		
Deck Membrane 0 - None			Posted Load 0 - Not Required			Inventory Rating 2 - HS TRUCK 24.2		
Deck Rebars 0 - None			Traffic 0 - Not Required			Posting VEH: SEMI: DBL:		
MN Rebar Coating B0			Horizontal 1 - Object Markers			Rating Date 12/24/2012		
Deck Install Year 1989			Vertical N - Not Applicable			Overweight Permit Codes		
Structure Area (Out-to-Out) 467 sq ft						A: N B: N C: N		
Roadway Area (Curb-to-Curb) 409 sq ft								
Sidewalk Width - L/R 0.00 0.00 ft								
Curb Height - L/R 0.00 0.00 ft								
Rail Codes - L/R 00 00								

MINNESOTA BRIDGE INSPECTION REPORT

01/13/2025

BRIDGE L4044 M 205 OVER CHANNEL RUSH LAKE

County: Crow Wing Location: 1.5 MI SW OF JCT CSAH 6 Length: 29.2 ft.
 City: Cross Lake Route: 10 - MUN 205 Ref. Pt.: 000+00.077 Deck Width: 16.0 ft.
 Township: Control Section: Rdwy. Area/ Pct. Unsnd: 409 sq. ft. / 6%
 Section: 07 Township: 137N Range: 27W Maint. Area: Paint Area/ Pct. Unsnd: sq. ft. / 0%
 Span Type: 5 - Prestressed Concrete 4 - Tee Beam Local Agency Bridge Nbr.: CITY34 Culvert: N/A
 List: Postings:
 NBI Deck: 7 Super: 7 Sub: 5 Chan: 6 Culv: N
 Open, Posted, Closed: A - Open
 MN Scour Code: I - LOW RISK

Appraisal Ratings - Approach: 5 Waterway: 7 Unofficial Structurally Deficient N
 Required Bridge Signs - Load Posting: 0 - Not Required Traffic: 0 - Not Required Unofficial Functionally Obsolete N
 Horizontal: 1 - Object Markers Vertical: N - Not Applicable Unofficial Sufficiency Rating 67.8

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
15	Prestressed Concrete Top Flange	Routine	10/18/2024	467 SF	436	29	2	0
		Routine	10/21/2022	467 SF	438	29	0	0
Notes: 10/18/2024: Isolated delamination and spalls w/ exposed steel (CS3 -2) at the bridge railing posts, located on the north outside deck face below the 2 most northwest posts. There is some minor leakage between the beam at the beam joint w/ minor rust staining and rusting of the welded spreader plates. 10/21/2022 - 10/13/2014: There is some minor leakage between the beam at the beam joint w/ minor rust staining and rusting of the welded spreader plates.								
510	- Wearing Surfaces	Routine	10/18/2024	467 SF	467	0	0	0
		Routine	10/21/2022	467 SF	467	0	0	0
Notes: 10/18/2024 - 10/06/2020: Pavement over bridge was new in summer of 2018. Pavement was seal coated 2019. 10/04/18: Pavement over bridge was new in summer of 2018. 10/13/16 - 10/13/14: There is an unsealed longitudinal crack at the centerline of the wearing surface. 10/11/12: Single sealed longitudinal crack in bituminous surface over joint between the 2 double "T" beams.								
109	Prestressed Concrete Open Girder/Beam	Routine	10/18/2024	116 LF	114	2	0	0
		Routine	10/21/2022	116 LF	114	2	0	0
Notes: 10/18/2024 - 10/21/2022: There is a minor crack and spall at the end of the sole plate in beam #1 over the west abutment at the bottom of the beam. There are hairline diagonal cracks near the abutment on all beams located in the haunch between web and flange. The neoprene pads below beams are starting to walk out. 10/06/2020 - 10/13/2016: Hairline diagonal cracks near the abutment on all beams located in the haunch between web and flange. The neoprene pad at the east abutment below the north beam is starting to walk out.								
215	Reinforced Concrete Abutment	Routine	10/18/2024	40 LF	0	40	0	0
		Routine	10/21/2022	40 LF	0	40	0	0
Notes: 10/18/2024: Both abutments tip toward the channel. 28.89' South side and 28.97' North side. In both abutments on the inside face, there is a small horizontal crack 6" to 8" below the steel bearing cap and the crack runs the length of both abutments. 10/21/2022: Both abutments tip toward the channel. 28.90' South side and 28.99' North side. In both abutments on the inside face, there is a small horizontal crack 6" to 8" below the steel bearing cap and the crack runs the length of both abutments. 10/06/2020: Both abutments tip toward the channel. 28.91' South side and 29.00' North side. In both abutments on the inside face, there is a small horizontal crack 6" to 8" below the steel bearing cap and the crack runs the length of both abutments. 10/04/18: Both abutments tip toward the channel. 28.92' South side and 28.99' North side. In both abutments on the inside face, there is a small horizontal crack 6" to 8" below the steel bearing cap and the crack runs the length of both abutments. 10/13/16: Both abutments tip toward the channel. 28.96' S side and 29.04' N side. Approx 0.05' of change since 2014 measurement. Gabions installed to resist undermining of abutments. 10/13/14 - 10/11/12: Measurement of abutment out to out 29.00' S side & 29.09' N side. Both abutments tip toward the channel. 11/03/10: Measurement of abutment out to out 29.02' S side & 29.09' N side. Both abutments tip toward the channel. 10/13/08: Measurement of abutment out to out 29.02' S side & 29.12' N side, no change from last measurement. Both abutments tip toward the channel. 10/19/06: Both abutments are tipped toward the channel.								

BRIDGE L4044 M 205 OVER CHANNEL RUSH LAKE

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
217	Masonry Abutment	Routine	10/18/2024	48 LF	48	0	0	0
Notes: 10/18/2024: The wood wingwalls were removed and replaced with large landscaping block, each wingwall measures approximately 12 feet long.								
231	Steel Pier Cap	Routine	10/18/2024	40 LF	0	0	40	0
		Routine	10/21/2022	40 LF	0	40	0	0
Notes: 10/18/2024: Flaking rust is present on the top across the length of both pier caps. 10/21/2022 - 10/04/2018: There is surface rust across the entire top surface w/ flaking rust below the bridge beams and diaphragms. The cap is slightly out of position, as the abutment has shifted the cap has moved forward and is tipping back slightly.								
515 -	Steel Protective Coating	Routine	10/18/2024	70 SF	0	0	0	70
		Routine	10/21/2022	70 SF	0	0	0	70
Notes: 10/18/2024 - 10/04/2018: The paint system has failed.								
310	Elastomeric Bearing	Routine	10/18/2024	8 EA	0	3	5	0
		Routine	10/21/2022	4 EA	4	0	0	0
Notes: 10/18/2024: The very thin elastomeric pads appear to be walking out. At the west abutment (CS3 - 2) the #1 pad is torn, and the #3 pad has walked out from below the sole plate 3/4 inch. At the east abutment (CS3 - 3) pads #s 2,3 & 4 have walk out from below the sole plate by at least 1/2 inch. 10/21/2022: The very thin elastomeric pads appear to be walking out. Pads remain below the sole plates and remain on top of the steel abutment cap but are extruding beyond the concrete diaphragms.								
330	Metal Bridge Railing	Routine	10/18/2024	70 LF	56	14	0	0
		Routine	10/21/2022	70 LF	56	14	0	0
Notes: 10/18/2024 - 10/13/2016: There has been an impact to the SW corner of the bridge railing, bent slightly. Rusting occurring at the bases of the bridge railing. Bridge railing is substandard for all speeds. paint has failed on the lower 1/3 of railing posts. 11/03/10: Bridge railing is substandard for all speeds. Rusting occurring at the bases of the bridge railing. 10/13/08: Rusting occurring at the bases of the bridge railing.								
515 -	Steel Protective Coating	Routine	10/18/2024	291 SF	0	153	0	138
		Routine	10/21/2022	291 SF	0	153	0	138
Notes: 10/18/2024 - 10/13/2016: Light Chalking of galvanized coating along guardrail full length (140 SF). Light chalking on 2" square tubing (13 SF). Coating failure on all 5"x2" posts (62 SF). Coating failure on full length of handrail (36 SF). Coating failure on all 8" round posts (40 SF).								
800	Critical Deficiencies or Safety Hazards	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/21/2022	1 EA	1	0	0	0
Notes: NO CRITICAL FINDINGS OBSERVED DURING THE LAST INSPECTION.								
822	Bituminous Approach Roadway	Routine	10/18/2024	2 EA	2	0	0	0
		Routine	10/21/2022	2 EA	2	0	0	0
Notes: 10/18/2024 - 10/06/2020: The east approach only was paved summer 2018 and seal coated summer 2019. The new pavement ends at the west abutment, the west approach remains the old pavement which is in good condition. 10/04/18: The east approach is new summer of 2018. The new pavement ends at the west abutment, the west approach remains the old pavement which is in good condition. 10/13/16: Durapatched-smooth transition. 10/13/14: The E approach is settled 1 3/4" below the top of the deck. 10/11/12: E approach has been durra-patched and rubber sealed. There is a slight dip at the E abutment. 11/03/10: E approach has been durra-patched. There is a slight dip at the E abutment. 10/13/08: E approach has a slight bump. 10/19/06: E approach has a slight bump.								
855	Secondary Members (Superstructure)	Routine	10/18/2024	1 EA	0	1	0	0
		Routine	10/21/2022	1 EA	1	0	0	0
Notes: 10/18/2024: There is delamination in the NW corner, outside of the beam. Minor cracks in the diaphragm at the west end of the north bridge beam. Cracks are on the inside and outside of the beam. 10/21/2022 - 10/11/2012: Minor cracks in the diaphragm at the west end of the north bridge beam. Cracks are on the inside and outside of the beam.								

BRIDGE L4044 M 205 OVER CHANNEL RUSH LAKE

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
881	Steel Section Loss	Routine	10/18/2024	1 EA	0	1	0	0
		Routine	10/21/2022	1 EA	1	0	0	0
<p>Notes: 10/18/2024: Estimate 2% - 5% section loss occurring on the abutment bearing caps. As the cap is supported across its entire length by the abutment stem wall the section loss is considered minor at this time. 10/21/2022 - 10/04/2018: There is some section loss occurring on the abutment bearing caps. As the cap is supported across its entire length by the abutment stem wall the section loss is considered minor at this time.</p>								
884	Substructure Settlement & Movement	Routine	10/18/2024	1 EA	0	1	0	0
		Routine	10/21/2022	1 EA	0	1	0	0
<p>Notes: 10/18/2024 - 10/21/2022: There have been no significant changes from the measurements taken in 2018. 10/04/18: A difference of 0.04' and 0.05' from measurements taken in 2016. 10/13/16: A difference of 0.05' from 2014 measurements. Gabions installed to resist undermining of abutments. 10/13/14: Measurements from 2014 to 2012 are the same, however there was a difference of 0.02' on the south side and a difference of 0.03' between the measurement taken in 2012 and those taken in 2008. 11/03/10: The abutments are tipping toward the channel. Difference of 0.03' between the abutments on the N side of the bridge from last measured in 2008.</p>								
885	Scour	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/21/2022	1 EA	1	0	0	0
<p>Notes: 10/18/2024: Counter measures are present and in good condition.</p>								
891	Other Bridge Signing	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/21/2022	1 EA	0	1	0	0
<p>Notes: 10/18/2024: New signing installed. 10/21/2022 - 10/13/2014: 3 of the 4 clearance signs are damaged. All 4 should be replaced due to reflectivity purposes.</p>								
892	Slopes & Slope Protection	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/21/2022	1 EA	1	0	0	0
<p>Notes: 10/18/2024: Slopes have been regraded and seeded with the construction of the new wingwalls. 10/21/2022: Channel has been dredged below the bridge and the sand dumped on the gabion baskets. 10/21/2022 - 10/13/2016: Channel slopes have been repaired with rip-rap gabions. There is sand on top of the bridge seat coming from between and from under the diaphragms. 10/13/14: The backer boards have failed in the on east retaining wall. The backer boards have settled and pushed toward the channel spilling backfill into the channel. There are voids behind the retaining wall that extends 3' - 4' behind it. The slope paving is suspended above the slope fill by a couple of inches to a couple of feet. 11/03/10: Backer boards on the lower slope protection continue to deteriorate. Backfill is spilling into the channel through the breaks and through gaps between the boards at both abutments. The paved inslopes have settled. 10/13/08: Backer boards on the lower slope protection at the E abutment are broke. Backfill is spilling into the channel through the breaks and through gaps between the boards at both abutments. The paved inslopes have settled. 10/19/06: 2 backer boards on the lower slope protection are broke and back fill is spilling in to the channel.</p>								
894	Deck & Approach Drainage	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/21/2022	1 EA	1	0	0	0
<p>Notes: 10/18/2024: Functioning as intended.</p>								
899	Miscellaneous Items	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/21/2022	1 EA	1	0	0	0
<p>Notes: 10/18/2024 - 10/06/2020: Utilities are attached to both sides of the bridge. There are 2 lines on the south side and 1 on the north side of the bridge. 10/04/18 - 10/13/16: Bush and trees have been removed. 11/03/10: Bush and trees need to be removed from around the abutments.</p>								
900	Protected Species	Routine	10/18/2024	1 EA	0	1	0	0
		Routine	10/21/2022	1 EA	0	1	0	0
<p>Notes: 10/18/2024 - 10/06/2020: No evidence of birds or bats today. 10/04/18: Birds nest observed today. 10/13/16: None noticed today>Use this element to track the presence of protected species living on this structure.</p>								

BRIDGE L4044 M 205 OVER CHANNEL RUSH LAKE

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
216	Timber-Abutment	Routine	10/18/2024	0-EA	0	0	0	0
228	Timber-Pile	Routine	10/18/2024	0-EA	0	0	0	0

General Notes: 10/18/2024 - 10/04/2018: Was able to wade under the bridge today, Water depth 2.5' deep today. The steel channel on top of the concrete abutment has flaking rust under the concrete beams. The neoprene pad at the east abutment and under the north beam is walking out. Deck was overlaid summer 2018.
 10/13/16: Sediment on top bridge seat coming from behind beam diagrams. Full length of west bridge seat. Slope under bridge has been repaired with rock gabions. Paint on bridge seat has failed. Paint failed on lower third of railing posts.
 10/13/14 - 10/11/12: Was able to wade beneath the bridge and see all elements. No changes to the crack across the E abutment 6" below the bridge seat. Voids found throughout the full depth of the knee walls. The knee wall under the bridge continues to deteriorate allowing the continued loss of backfill. The slope paving has settled 1' to 2' since it was placed. (2014: The paved slope and retention wall continues to deteriorate.)
 11/03/10: Was able to wade under the bridge and see all elements. A crack was found across the E abutment 6" below the bridge seat. Voids found throughout the full depth of the knee walls. The knee wall under the bridge continues to deteriorate allowing the continued loss of backfill. The slope paving has settled 1' to 2' since it was placed
 10/13/08: Was able to wade under the bridge and see all elements. Voids found under the slope paving on both slopes throughout, but more extensive on the E. The knee wall under the bridge continues to deteriorate allowing the continued loss of backfill. The slope paving has settled 1' to 2' since it was placed in the early 90's.
 10/19/06: Was able to walk under the bridge and see all structural elements. The piling in the channel providing the lower slope protection are severely deteriorated. Need to repair the broken boards to prevent any additional settlement or tipping of the abutments.
 11-02-2004: NO APPARENT STRUCTURAL PROBLEMS.
 10-09-2002: NO APPARENT STRUCTURAL PROBLEMS. BRUSH CUTTINGS HAVE BEEN REMOVED.
 05-19-1999: ABUTMENT WALLS TIP TOWARD THE CHANNEL ABOUT 3/8 INCH PER FOOT. REMOVE BRUSH CUTTINGS FROM UNDER BRIDGE NEAR ABUTMENTS.

58. Deck NBI: 10/18/2024: Deck has minor deterioration. Rust staining in the deck joint between the "T" beams.

36A. Brdg Railings NBI:

36B. Transitions NBI:

36C. Appr Guardrail NBI:

36D. Appr Guardrail
Terminal NBI:

59. Superstructure NBI: 10/18/2024: Isolated spalling in the diaphragms over the abutments.

60. Substructure NBI: 10/18/2024 - 10/04/2018: There is some minor rotation of the abutments occurring. Both abutments are tipping toward the channel.
 10/13/14: There has been some minor movement of the abutments in the past. Both abutments tip toward the channel.

61. Channel NBI: 10/18/2024: Channel banks are slumping from erosion and wave action. Counter measures are in place protecting the bridge at this time.
 10/13/16: A gabion wall restoration project was completed to fix the slopes between the abutments and channel.
 10/13/14: The Knee walls in front of the abutments are badly deteriorated allowing the revetment fill in front of the abutment to spill into the channel.

62. Culvert NBI:

71. Waterway Adeq NBI:

72. Appr Roadway
Alignment NBI: Horizontal Alignment and Vertical Profile are substandard for this approach.

BRIDGE L4044 M 205 OVER CHANNEL RUSH LAKE

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
-------------	--------------	-------------	------------	----------	-------------	-------------	-------------	-------------

Wayne Dosh
Inspector's Signature

Timothy Bray
Reviewer's Signature



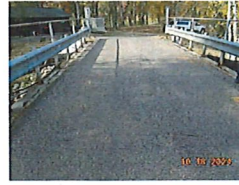
1. 10-18-2024 (47).JPG



2. 10-18-2024 (48).JPG



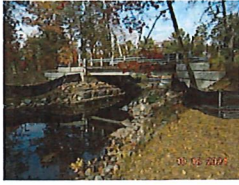
3. 10-18-2024 (49).JPG



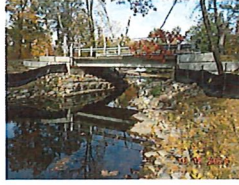
4. 10-18-2024 (50).JPG



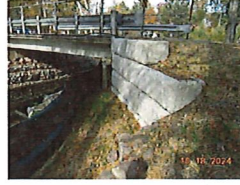
5. 10-18-2024 (51).JPG



6. 10-18-2024 (52).JPG



7. 10-18-2024 (53).JPG



8. 10-18-2024 (54).JPG



9. 10-18-2024 (55).JPG



10. 10-18-2024 (56).JPG



11. 10-18-2024 (57).JPG



12. 10-18-2024 (58).JPG



13. 10-18-2024 (59).JPG



14. 10-18-2024 (60).JPG



15. 10-18-2024 (61).JPG



16. 10-18-2024 (62).JPG



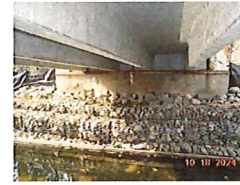
17. 10-18-2024 (63).JPG



18. 10-18-2024 (64).JPG



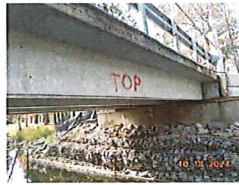
19. 10-18-2024 (65).JPG



20. 10-18-2024 (66).JPG



21. 10-18-2024 (67).JPG



22. 10-18-2024 (68).JPG



23. 10-18-2024 (69).JPG



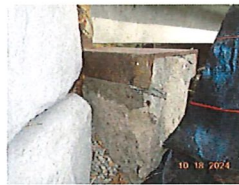
24. 10-18-2024 (70).JPG



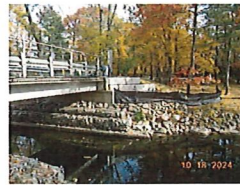
25. 10-18-2024 (71).JPG



26. 10-18-2024 (72).JPG



27. 10-18-2024 (73).JPG



28. 10-18-2024 (74).JPG



29. 10-18-2024 (75).JPG



30. 10-18-2024 (76).JPG



31. 10-18-2024 (77).JPG



32. 10-18-2024 (78).JPG



33. 10-18-2024 (79).JPG



34. 10-18-2024 (80).JPG



35. 10-18-2024 (81).JPG



36. 10-18-2024 (82).JPG



37. 10-18-2024 (83).JPG



38. 10-18-2024 (84).JPG



39. 10-18-2024 (85).JPG



40. 10-18-2024 (86).JPG



41. 10-18-2024 (87).JPG



42. 10-18-2024 (88).JPG

Pictures



Photo 1 - 10-18-2024 (47)



Photo 2 - 10-18-2024 (48)

Pictures



Photo 3 - 10-18-2024 (49)



Photo 4 - 10-18-2024 (50)

Pictures



Photo 5 - 10-18-2024 (51)



Photo 6 - 10-18-2024 (52)

Pictures



Photo 7 - 10-18-2024 (53)



Photo 8 - 10-18-2024 (54)

Pictures



Photo 9 - 10-18-2024 (55)



Photo 10 - 10-18-2024 (56)

Pictures



Photo 11 - 10-18-2024 (57)



Photo 12 - 10-18-2024 (58)

Pictures



Photo 13 - 10-18-2024 (59)



Photo 14 - 10-18-2024 (60)

Pictures



Photo 15 - 10-18-2024 (61)



Photo 16 - 10-18-2024 (62)

Pictures



Photo 17 - 10-18-2024 (63)



Photo 18 - 10-18-2024 (64)

Pictures



Photo 19 - 10-18-2024 (65)



Photo 20 - 10-18-2024 (66)

Pictures



Photo 21 - 10-18-2024 (67)



Photo 22 - 10-18-2024 (68)

Pictures



Photo 23 - 10-18-2024 (69)



Photo 24 - 10-18-2024 (70)

Pictures



Photo 25 - 10-18-2024 (71)



Photo 26 - 10-18-2024 (72)

Pictures



Photo 27 - 10-18-2024 (73)

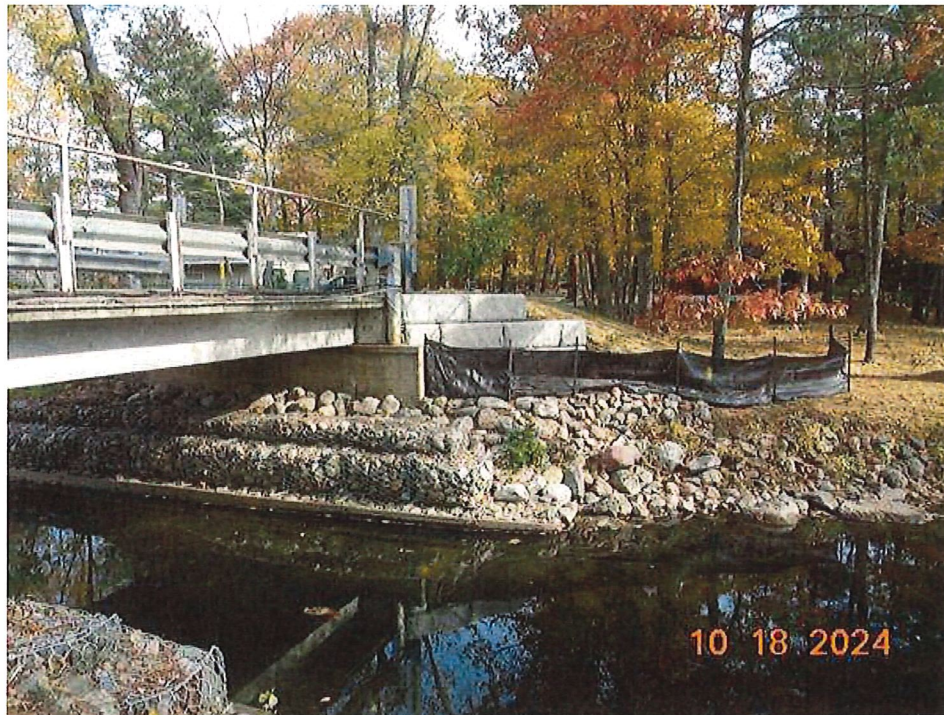


Photo 28 - 10-18-2024 (74)

Pictures



Photo 29 - 10-18-2024 (75)



Photo 30 - 10-18-2024 (76)

Pictures



Photo 31 - 10-18-2024 (77)



Photo 32 - 10-18-2024 (78)

Pictures



Photo 33 - 10-18-2024 (79)



Photo 34 - 10-18-2024 (80)

Pictures



Photo 35 - 10-18-2024 (81)



Photo 36 - 10-18-2024 (82)

Pictures



Photo 37 - 10-18-2024 (83)



Photo 38 - 10-18-2024 (84)

Pictures



Photo 39 - 10-18-2024 (85)



Photo 40 - 10-18-2024 (86)

Pictures



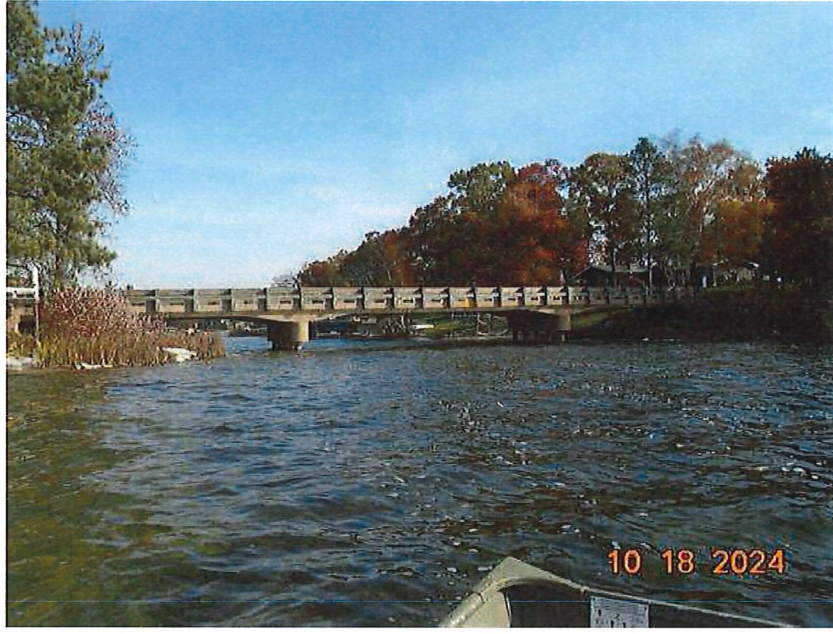
Photo 41 - 10-18-2024 (87)



Photo 42 - 10-18-2024 (88)

F. 2. f. 3.

2024 ROUTINE BRIDGE INSPECTION REPORT



BRIDGE # 18530 SUNRISE ISLAND RD over CROSS LAKE CHANNEL

DISTRICT: District 3 COUNTY: Crow Wing CITY/TOWNSHIP: Cross Lake
STATE: Minnesota

Date of Inspection: 10/18/2024
Equipment Used: Life Jacket, Boat, Probing Rod, Other - waders & flashlight
Assisted by Brian Winskowski

Owner: City or Municipal Highway Agency

Inspected By: Dosh, Wayne; Winskowski, Brian

Report Written By: Wayne Dosh
Report Reviewed By: Timothy Bray
Final Report Date: 01/13/2025



Inspector: Dosh,Wayne
 Inspection Date: 10/18/2024

Structure Number: 18530
 Facility Carried: M 9

**Bridge Inspection Report
 Minnesota Structure Inventory Report**

Bridge ID: 18530 SUNRISE ISLAND RD over CROSS LAKE CHANNEL

+ GENERAL +	+ ROADWAY ON BRIDGE +	+ INSPECTION +
Agency Br. No. CITY34 Crew	Facility M 9	Last Routine Insp Date 10/18/2024
District 03 Maint. Area	LRS Functional Class 7 - Local	Routine Insp Frequency 24
County 018 - Crow Wing	ADT 50 YEAR 2010 Urban Code 99999	Inspector Name Dosh,Wayne
City Cross Lake	HCADT ADTT %	Status A - Open
Township	National Highway System 0	
Desc. Loc. 1.0 MI N OF JCT CR 103	LRS Mile Point I/D 0.162 / 0.162	
Sect., Twp., Range 30 137N - 27W	Speed Limit	+ NBI CONDITION RATINGS +
Latitude 46.646533	Detour Length 99	Deck 7
Longitude -94.150986	Lanes 2 Lanes ON Bridge	Superstructure 7
Custodian 04 - City or Municipal Highway Agency	Control Section (TH Only)	Substructure 7
Owner 04 - City or Municipal Highway Agency	Function 1 - MAINLINE	Channel 7
Insp Responsibility Crow Wing County	Type 2 - 2-way traffic	Culvert N
Year Built 2011	Bridge Match ID 1	
Date Opened to Traffic 06/29/2011	Roadway Key Route On Structure	+ NBI APPRAISAL RATINGS +
MN Year Remodeled		Structure Evaluation 7
FHWA Year Reconstructed	+ RDWY DIMENSIONS ON BRIDGE +	Deck Geometry 5
Bridge Plan Location 3 - COUNTY	If Divided: NB-EB SB-WB	Underclearances N
Potential ABC 2 - N/A	Roadway Width 20.0 ft ft	Waterway Adequacy 9
	Vertical Clearance ft ft	Approach Alignment 6
	Max. Vert. Clear. ft ft	+ SAFETY FEATURES +
	Horizontal Clear. 20.0 ft ft	Bridge Railing 1 - MEETS STANDARDS
+ STRUCTURE +	Appr. Surface Width 24.0 ft	GR Transition N - NOT REQUIRED
Service On 1 - Highway	Bridge Roadway Width 20.0 ft	Appr. Guardrail N - NOT REQUIRED
Service Under 5 - Waterway	Median Width On Bridge 0.0 ft	GR Termini N - NOT REQUIRED
Main Span Type 2 - Concrete Continuous		
09 - Slab Span		
Main Span Detail	+ MISC. BRIDGE DATA +	+ SPECIAL INSPECTIONS +
Appr. Span Type No Approach Span	Structure Flared 0 - No flare	Y/N Freq Date
	Parallel Structure N - No parallel structure	NSTM N
Appr. Span Detail	Field Conn. ID	Underwater N
Skew 0	Cantilever ID	Pinned Asbly. N
Culvert Type		
Barrel Length	Foundations (Material/Type)	+ WATERWAY +
Number of Spans	Abutment 1 - CONC 8 - INTEGRAL	Drainage Area (sq mi) 562.0
MAIN: 3 APPR: 0 TOTAL:	Pier 1 - CONC 4 - PILE BENT	Waterway Opening (sq ft) 630
Main Span Length 60.0 ft	Historic Status 5 - Not eligible	Navigation Control 0 - No nav. control on waterway
Structure Length 154.1 ft	On - Off System 0 - OFF	Pier Protection
Deck Width (Out-to-Out) 22.0 ft		Nav. Clr. (ft) Vert. 0.0 Horiz. 0.0
Deck Material 1 - Concrete Cast-in-Place	+ PAINT +	Nav. Vert. Lift Bridge Clear. (ft) 0.0
Wear Surf Type 1 - Monolithic Concrete (concurrently placed with structural deck)	Year Painted	MN Scour Code L - STBL - LOW RISK
Wear Surf Install Year 2011	Painted Area sq ft	Scour Evaluation Year 2009
Wear Course/Fill Depth 0.00 ft	Primer Type	
Deck Membrane 0 - None	Finish Type	+ CAPACITY RATINGS +
Deck Rebars 1 - Epoxy Coated Reinforcing		Design Load A - HL 93
MN Rebar Coating	+ BRIDGE SIGNS +	Operating Rating 2 - HS TRUCK 45.7
Deck Install Year 2011	Posted Load 0 - Not Required	Inventory Rating 2 - HS TRUCK 27.4
Structure Area (Out-to-Out) 3390 sq ft	Traffic 0 - Not Required	Posting VEH: SEMI: DBL:
Roadway Area (Curb-to-Curb) 3082 sq ft	Horizontal 1 - Object Markers	Rating Date 12/28/2010
Sidewalk Width - L/R 0.00 0.00 ft	Vertical N - Not Applicable	Overweight Permit Codes
Curb Height - L/R 0.00 0.00 ft		A: N B: N C: N
Rail Codes - L/R 55 55		

MINNESOTA BRIDGE INSPECTION REPORT

01/13/2025

BRIDGE 18530 M 9 OVER CROSS LAKE CHANNEL

County: Crow Wing	Location: 1.0 MI N OF JCT CR 103	Length: 154.1 ft.
City: Cross Lake	Route: 10 - MUN 9 Ref. Pt.: 000+00.160	Deck Width: 22.0 ft.
Township:	Control Section:	Rdwy. Area/ Pct. Unsnd: 3082 sq. ft. / %
Section: 30 Township: 137N Range: 27W Maint. Area:		Paint Area/ Pct. Unsnd: sq. ft. / %
Span Type: 2 - Concrete Continuous 1 - Slab	Local Agency Bridge Nbr.: CITY34	Culvert: N/A
List:		Postings:
NBI Deck: 7 Super: 7 Sub: 7 Chan: 7 Culv: N		
	Open, Posted, Closed: A - Open	
	MN Scour Code: L - STBL - LOW RISK	
Appraisal Ratings - Approach: 6 Waterway: 9		Unofficial Structurally Deficient N
Required Bridge Signs - Load Posting: 0 - Not Required	Traffic: 0 - Not Required	Unofficial Functionally Obsolete N
Horizontal: 1 - Object Markers	Vertical: N - Not Applicable	Unofficial Sufficiency Rating 88.6

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
38	Reinforced Concrete Slab	Routine	10/18/2024	3390 SF	3328	62	0	0
		Routine	10/20/2022	3390 SF	3328	62	0	0

Notes: 10/18/2024 - 10/15/2020: 2% of moved to CS2 because of leaking over the piers and moderate transverse cracks over the piers. There are random cracks radiating out from the abutments and transverse cracks directly over the piers and diagonal transverse cracks from 1/4 span to 1/4 span centered over the piers. Longitudinal underside crack at CL in main span under the north pier extending out to the center of bridge. 15' long. All of the cracks found are insignificant in size with no leakage coming through the deck at this time. There is some minor cracking and efflorescence appearing on the outside face of the deck over the piers. There is a longitudinal crack on the bottom of the deck located at the centerline of the bridge found at the abutments and piers.

10/25/18: 1% moved to CS2 because of leaking over piers. There are small, tight transverse cracks directly over the piers and diagonal transverse cracks from 1/4 span to 1/4 span centered over the piers. Longitudinal underside crack at CL in main span under the north pier extending out to the center of bridge. 15' long. All of the cracks found are insignificant in size with no leakage coming through the deck at this time. There is some minor cracking and efflorescence appearing on the outside face of the deck over the piers.

10/25/16: There are small, tight transverse cracks directly over the piers and diagonal transverse cracks from 1/4 span to 1/4 span centered over the piers. Longitudinal underside crack at CL in main span under the north pier extending out to the center of bridge. 15' long. All of the cracks found are insignificant in size with no leakage coming through the deck at this time. There is some minor cracking and efflorescence appearing on the outside face of the deck over the piers.

10/22/14: There are cracks in all of the spans at the mid point of the spans every 2 to 4 feet apart. The cracks appear to follow the "chairs" used to hold the steel when the bridge was built. All of the cracks found are insignificant in size with no leakage coming through the deck at this time. There is some minor cracking and efflorescence appearing on the outside face of the deck over the piers.

10/11/12: 3 minor transverse cracks found at the mid-span of the middle span. 1 minor transverse crack was found at the mid-span of both approach spans. All of the cracks appear to be following the rebar chairs.

[2011-October] 3 minor transverse cracks found at the mid-span of the middle span. 1 minor transverse crack was found at the mid-span of both approach spans. All of the cracks appear to be following the rebar chairs.

510 - Wearing Surfaces	Routine	10/18/2024	3082 SF	3020	62	0	0
	Routine	10/20/2022	3082 SF	3020	62	0	0

Notes: 10/18/2024 - 10/20/2022: Cracks have been epoxy sealed. Estimate cracking effects 2% of the deck area (CS 2). All sealed cracks less than 1/8 inch in width.

10/15/2020: 2% moved to CS2 because of unsealed cracks. The epoxy has deteriorated to the point that all cracks need to be sealed again.

10/25/18: 2% moved to CS2 because of unsealed cracks. The epoxy sealant remains in good shape on the cracks that have been sealed, however there are some new cracks have appeared since the bridge was last sealed in 2012. All of the cracks are insignificant in size but are of moderate density over the piers. There are small, tight transverse cracks directly over the piers and diagonal transverse cracks from 1/4 span to 1/4 span centered over the piers.

10/25/16: There are new unsealed cracks appearing since the bridge was last sealed. There are small, tight transverse cracks directly over the piers and diagonal transverse cracks from 1/4 span to 1/4 span centered over the piers.

Concrete Slab with Bituminous Overlay Notes:

10/22/14: There are new unsealed cracks appearing since the bridge was last sealed. There are small, tight transverse cracks over the piers.

10/11/12: There are small, tight transverse cracks over the piers. All cracks have been epoxy sealed at this time.

[2011-June] 2 minor transverse cracks found over each side of the west pier-cap and 1 minor transverse crack found over the east pier-cap.

[2011-October] 2 to 3 transverse cracks found over each side of the piers on top of the deck.

BRIDGE 18530 M 9 OVER CROSS LAKE CHANNEL

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
215	Reinforced Concrete Abutment	Routine	10/18/2024	75 LF	75	0	0	0
		Routine	10/20/2022	75 LF	75	0	0	0
<p>Notes: 10/18/2024 - 10/20/2022: There are isolated minor vertical cracks near the center of both abutments. Abutment #1 crack is north of center. Abutment #2 crack is south of center. Water has been draining across the bridge seats as indicated by staining. 10/15/2020 - 10/22/2014: From the staining water has been draining across the bridge seat. Some minor erosion at the SE wingwall. It appears to be from road run-off.</p> <p>Wingwall notes: 10/25/16 - 10/22/14: Some minor erosion at the SE wingwall. It appears to be from road run-off.</p>								
225	Steel Pile	Routine	10/18/2024	10 EA	10	0	0	0
		Routine	10/20/2022	10 EA	10	0	0	0
<p>Notes: 10/18/2024 - 10/20/2022: No notable damage or deficiencies observed.</p>								
515 - Steel Protective Coating		Routine	10/18/2024	84 SF	0	84	0	0
		Routine	10/20/2022	84 SF	0	84	0	0
<p>Notes: 10/18/2024 - 10/20/2022: Minor paint fading of the finish coat. 10/15/2020 - 10/25/2018: Paint remains in good condition. 10/25/16: Painted 1 1/2' south pier and 2' north pier. [2016] Migrator assumed CS1 and a quantity of 999 SF.</p>								
234	Reinforced Concrete Pier Cap	Routine	10/18/2024	46 LF	46	0	0	0
		Routine	10/20/2022	46 LF	46	0	0	0
<p>Notes: 10/18/2024 - 10/20/2022: Pier #1(W) has a minor diagonal crack from the top of the cap above pile #5 to the bottom of cap above pile #4, crack is visible from both side of the pier. There is a minor crack in pier #2(E) above pile #4. 10/15/2020 - 10/25/2016: 1 crack in west pier, in east face under 4th pile.</p>								
332	Timber Bridge Railing	Routine	10/18/2024	309 LF	245	37	27	0
		Routine	10/20/2022	309 LF	276	33	0	0
<p>Notes: 10/18/2024: 27 Posts (CS3 - 27') have cracks or checks that penetrate more than 50% of the post thickness. 27 Posts (CS2 - 27') have cracks or checks that penetrate 5% to 50% of the post thickness. There is a isolated check (CS2 - 10') in the upper railing 20 to 30 feet from the west end of the bridge on the north rail. 10/20/2022: Only a couple isolated loose bolts in the railing found, connections remained functional. There are 23 posts with checks extending 5% - 50% through the full length of the post. There is an isolated check in the upper railing 20 to 30 feet from the west end of the bridge on the north rail. 10/15/2020: There are 23 posts with checks extending 5% - 50% through the full length of the post. Several of the lower nuts on the outside face of the railing was found to be loose, but the connection was still functioning. There is a isolated check in the upper railing 20 to 30 feet from the west end of the bridge on the north rail. 10/25/18: 23 posts found with checks extending 5% - 50% through the full length of the post. 10/25/16: Only loose connection found today on lower outside nuts. The timber curb has minor checking in isolated locations 10/23/14: Found about 50% of the bolted connections to be loose. 10/11/12: Found some of the bolted connections to be loose.</p>								
800	Critical Deficiencies or Safety Hazards	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/20/2022	1 EA	1	0	0	0
<p>Notes: NO CRITICAL FINDINGS OBSERVED DURING THE LAST INSPECTION.</p>								
822	Bituminous Approach Roadway	Routine	10/18/2024	2 EA	2	0	0	0
		Routine	10/20/2022	2 EA	2	0	0	0
<p>Notes: 10/18/2024 - 10/20/2022: Minor settlement at the abutment approaches have been patched. 10/15/2020 - 10/25/2018: Settlement at bridge approaches 1/4" - 1/2" at plow steel. Both sides have been dura-patched. 10/25/16 - 10/22/14: There has been some minor settlement at the abutments. Both sides have been dura-patched.</p>								
883	Concrete Shear Cracking	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/20/2022	1 EA	1	0	0	0
<p>Notes: 10/18/2024 - 10/20/2022: Minor diagonal crack observed in pier #1 between the top of the pier cap just above pile #5 to the base of the pier cap above pile #4. Do not believe this crack is a shear crack.</p>								
885	Scour	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/20/2022	1 EA	1	0	0	0
<p>Notes: 10/18/2024 - 10/20/2022: No notable damage or deficiencies observed.</p>								

BRIDGE 18530 M 9 OVER CROSS LAKE CHANNEL

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
891	Other Bridge Signing	Routine	10/18/2024	1 EA	0	1	0	0
		Routine	10/20/2022	1 EA	0	1	0	0
<p>Notes: 10/18/2024: Required signing is present, placement may not be ideal. SW (small dent) and the NE type III object markers are damaged. All object markers are installed too low. 10/20/2022: NE object marker is damaged. All object markers are installed too low. Required signing is present, placement may not be ideal. 10/15/2020 - 10/25/2016: All markers are good. [2011 October] Object markers have been installed.</p>								
892	Slopes & Slope Protection	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/20/2022	1 EA	1	0	0	0
<p>Notes: 10/18/2024 - 10/20/2022: No notable damage or deficiencies observed.</p>								
894	Deck & Approach Drainage	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/20/2022	1 EA	1	0	0	0
<p>Notes: 10/18/2024 - 10/25/2018: Washout has stabilized, raspberries are growing in the washout behind the SE wingwall. 10/25/16 - 10/22/14: Runoff from the island is contributing to the erosion occurring behind the SE wingwall.</p>								
899	Miscellaneous Items	Routine	10/18/2024	1 EA	1	0	0	0
		Routine	10/20/2022	1 EA	1	0	0	0
<p>Notes: 10/18/2024 - 10/20/2022: Trees and brush are growing around the abutments.</p>								
900	Protected Species	Routine	10/18/2024	1 EA	0	1	0	0
		Routine	10/20/2022	1 EA	0	1	0	0
<p>Notes: 10/18/2024 - 10/25/2016: None observed today. Use this element to track the presence of protected species living on this structure.</p>								

General Notes: 10/18/2024 - 10/25/2018: Able to wade under bridge today and use boat to see center span. All connections are good today.
 10/25/16: Was able to wade beneath the bridge and used a boat to see the center span. Bolted connections in bridge are good today.
 10/22/14: Was able to wade beneath the bridge and used a boat to see the center span today. 50% of the bolted connections in the railing are loose and am able to spin the nut off by hand. Water is leaking over the bridge seat at the abutments and through cracks in the deck over the piers visible only on the outside edge of the bridge.
 10/11/12: Was able to wade beneath the bridge to probe and see all elements. The hardware connections to the wood are loose.
 Inspection dated 06-23-2011 by WD and TB was entered by MnDOT Bridge Office.
 Inspection dated 10-05-2011 by WD and RH was entered by MnDOT Bridge Office.
 [2011 October] Was able to walk under the bridge and use a boat to see and probe all elements.

58. Deck NBI: 10/18/2024 - 10/15/2020: Transverse cracking in top of the deck over the piers and random cracking radiating out from the abutments.

36A. Brdg Railings NBI:

36B. Transitions NBI:

36C. Appr Guardrail NBI:

36D. Appr Guardrail Terminal NBI:

59. Superstructure NBI: 10/18/2024 - 10/15/2020: Transverse cracking in top of the deck over the piers and random cracking radiating out from the abutments.

60. Substructure NBI: 10/18/2024 - 10/20/2022: Isolated minor vertical cracks near the center of both abutments.

61. Channel NBI: 10/18/2024: Minor erosion of the banks.

62. Culvert NBI:

71. Waterway Adeq NBI:

72. Appr Roadway Alignment NBI:

BRIDGE 18530 M 9 OVER CROSS LAKE CHANNEL

ELEM NBR	ELEMENT NAME	REPORT TYPE	INSP. DATE	QUANTITY	QTY CS 1	QTY CS 2	QTY CS 3	QTY CS 4
-------------	--------------	-------------	------------	----------	-------------	-------------	-------------	-------------

Wayne Dosh

Inspector's Signature

Timothy Bray

Reviewer's Signature



1. 10-18-2024 (10).JPG



2. 10-18-2024 (11).JPG



3. 10-18-2024 (12).JPG



4. 10-18-2024 (13).JPG



5. 10-18-2024 (14).JPG



6. 10-18-2024 (15).JPG



7. 10-18-2024 (16).JPG



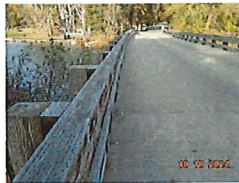
8. 10-18-2024 (17).JPG



9. 10-18-2024 (18).JPG



10. 10-18-2024 (19).JPG



11. 10-18-2024 (20).JPG



12. 10-18-2024 (21).JPG



13. 10-18-2024 (22).JPG



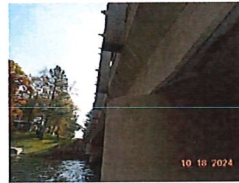
14. 10-18-2024 (23).JPG



15. 10-18-2024 (24).JPG



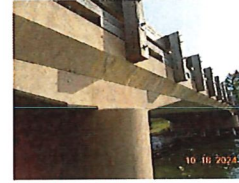
16. 10-18-2024 (25).JPG



17. 10-18-2024 (26).JPG



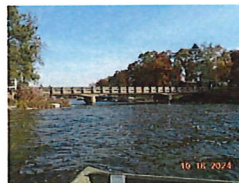
18. 10-18-2024 (27).JPG



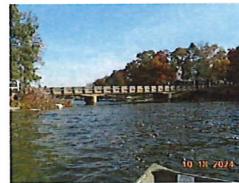
19. 10-18-2024 (28).JPG



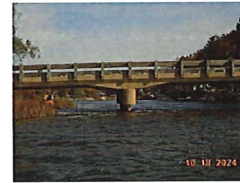
20. 10-18-2024 (29).JPG



21. 10-18-2024 (30).JPG



22. 10-18-2024 (31).JPG



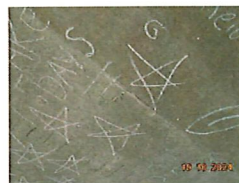
23. 10-18-2024 (32).JPG



24. 10-18-2024 (33).JPG



25. 10-18-2024 (34).JPG



26. 10-18-2024 (35).JPG



27. 10-18-2024 (36).JPG



28. 10-18-2024 (37).JPG



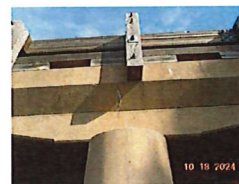
29. 10-18-2024 (38).JPG



30. 10-18-2024 (39).JPG



31. 10-18-2024 (40).JPG



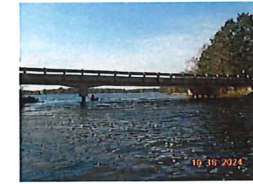
32. 10-18-2024 (41).JPG



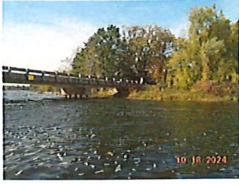
33. 10-18-2024 (42).JPG



34. 10-18-2024 (43).JPG



35. 10-18-2024 (44).JPG



36. 10-18-2024 (45).JPG



37. 10-18-2024 (46).JPG

Pictures



Photo 1 - 10-18-2024 (10)



Photo 2 - 10-18-2024 (11)

Pictures

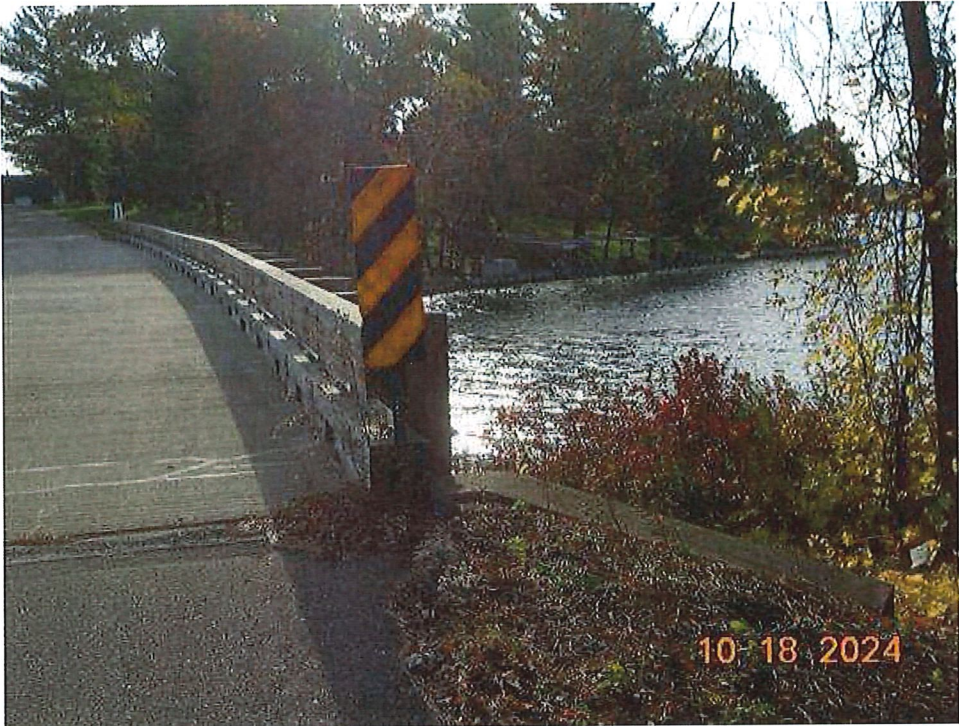


Photo 3 - 10-18-2024 (12)



Photo 4 - 10-18-2024 (13)

Pictures



Photo 5 - 10-18-2024 (14)



Photo 6 - 10-18-2024 (15)

Pictures



Photo 7 - 10-18-2024 (16)



Photo 8 - 10-18-2024 (17)

Pictures



Photo 9 - 10-18-2024 (18)



Photo 10 - 10-18-2024 (19)

Pictures



Photo 11 - 10-18-2024 (20)

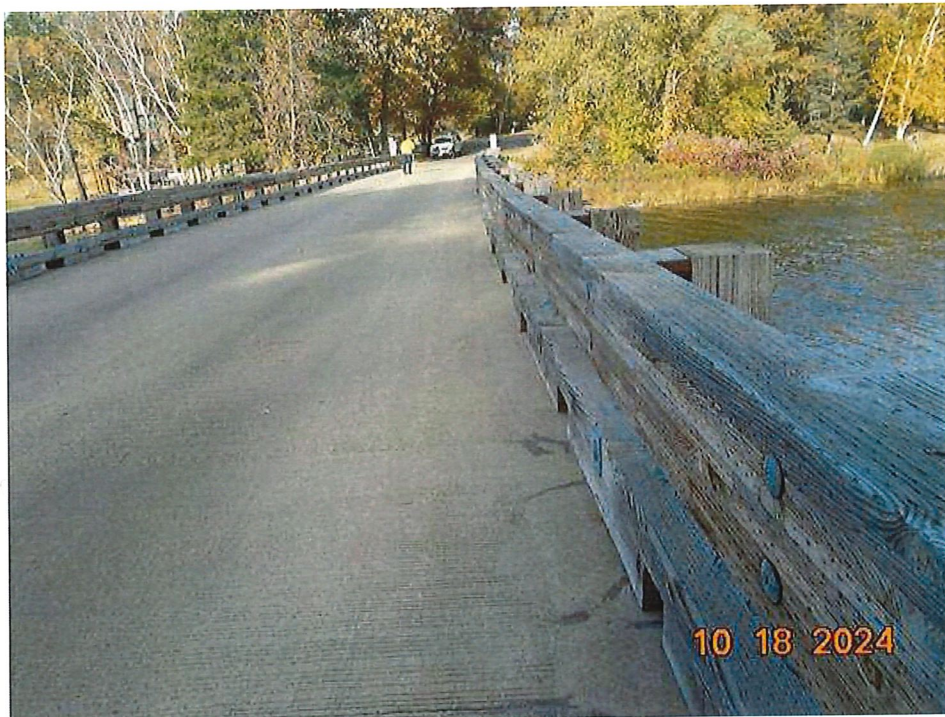


Photo 12 - 10-18-2024 (21)

Pictures



Photo 13 - 10-18-2024 (22)



Photo 14 - 10-18-2024 (23)

Pictures

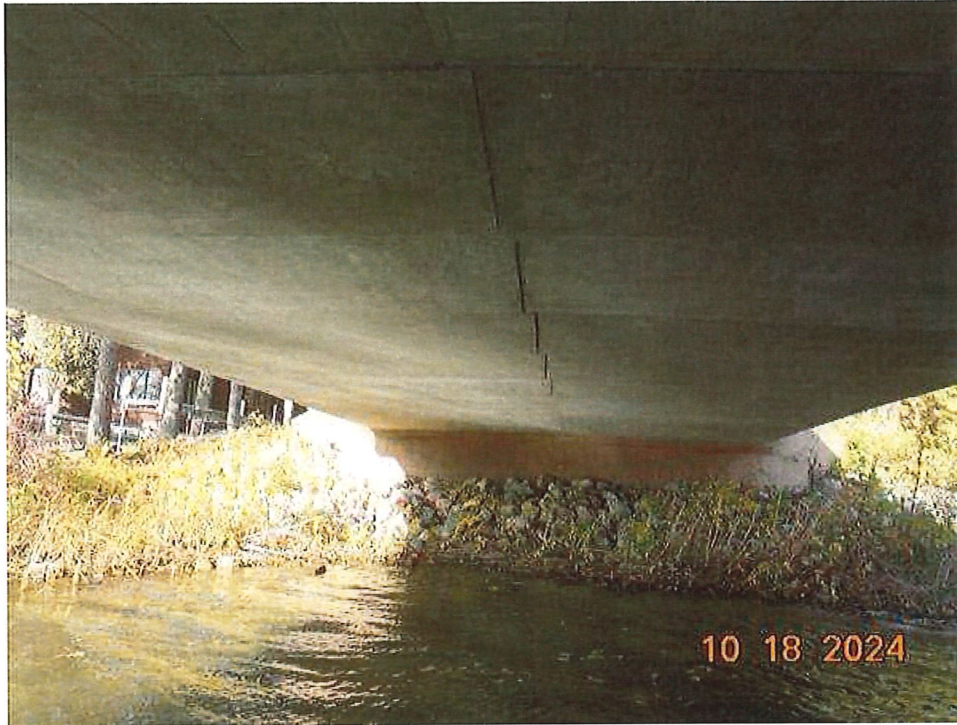


Photo 15 - 10-18-2024 (24)



Photo 16 - 10-18-2024 (25)

Pictures

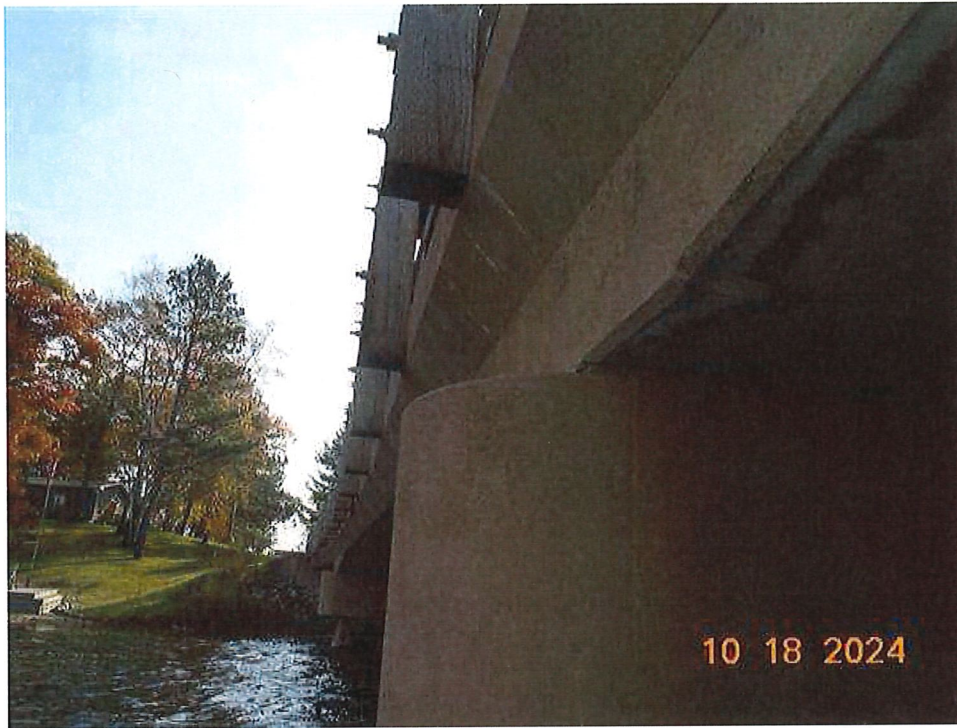


Photo 17 - 10-18-2024 (26)

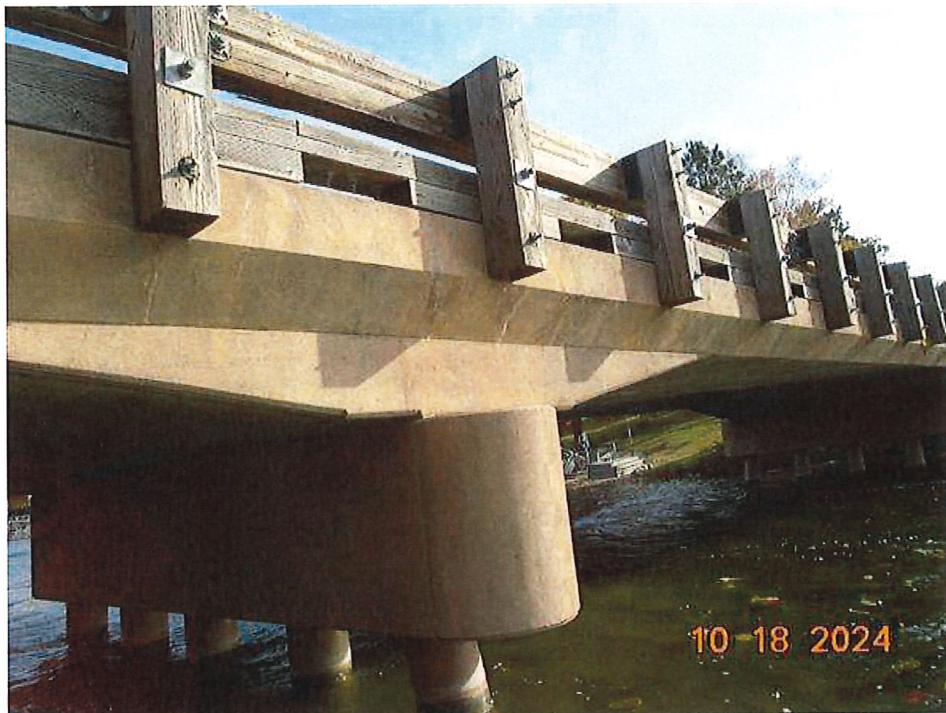


Photo 18 - 10-18-2024 (27)

Pictures

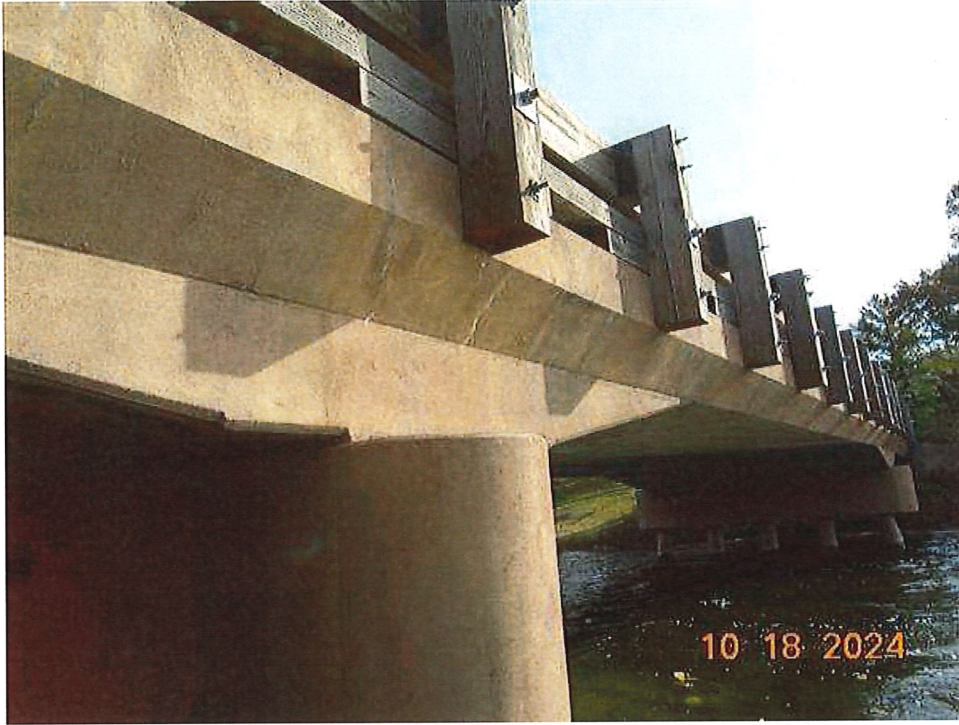


Photo 19 - 10-18-2024 (28)

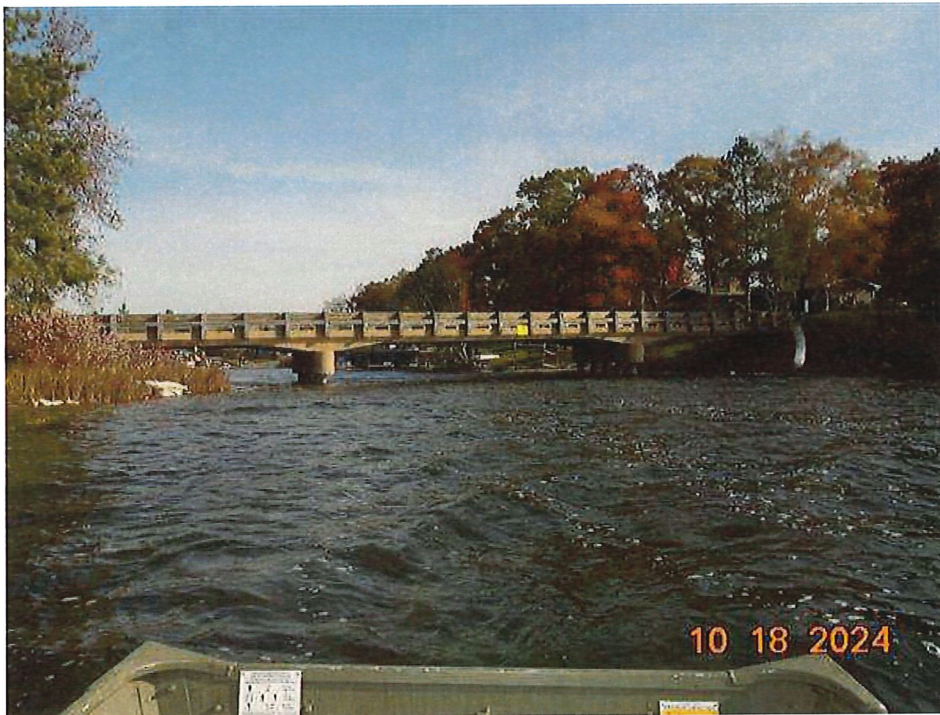


Photo 20 - 10-18-2024 (29)

Pictures



Photo 21 - 10-18-2024 (30)

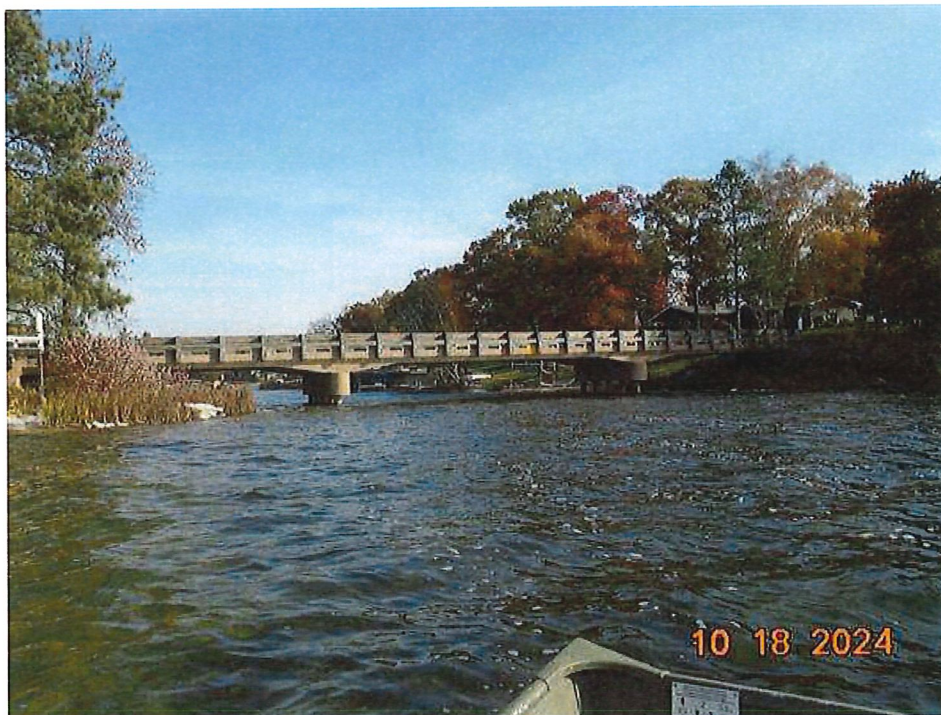


Photo 22 - 10-18-2024 (31)

Pictures



Photo 23 - 10-18-2024 (32)



Photo 24 - 10-18-2024 (33)

Pictures



Photo 25 - 10-18-2024 (34)



Photo 26 - 10-18-2024 (35)

Pictures



Photo 27 - 10-18-2024 (36)



Photo 28 - 10-18-2024 (37)

Pictures



Photo 29 - 10-18-2024 (38)

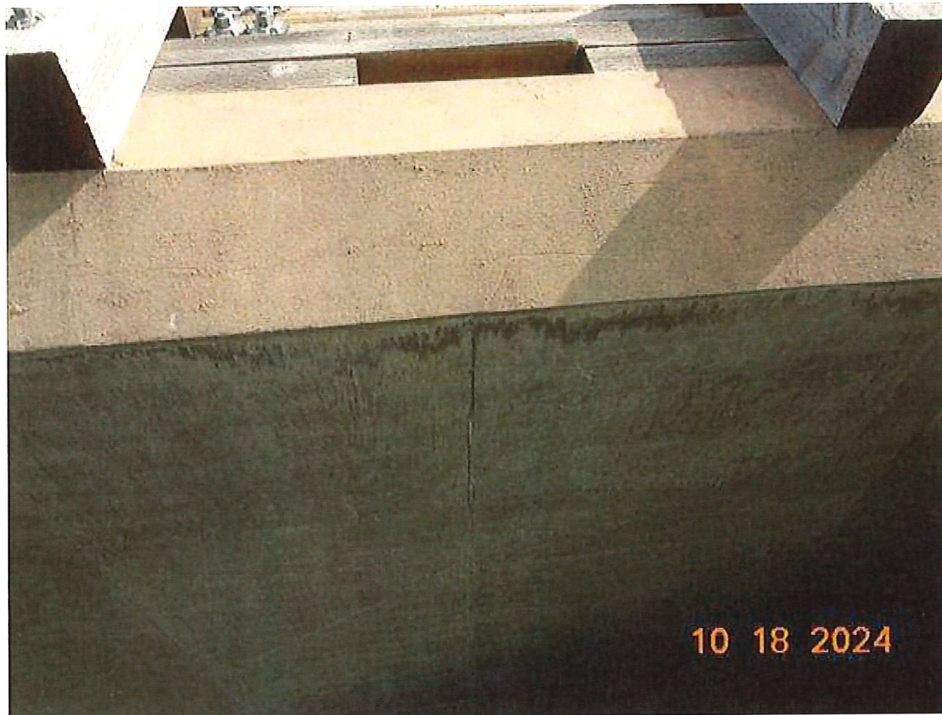


Photo 30 - 10-18-2024 (39)

Pictures



Photo 31 - 10-18-2024 (40)

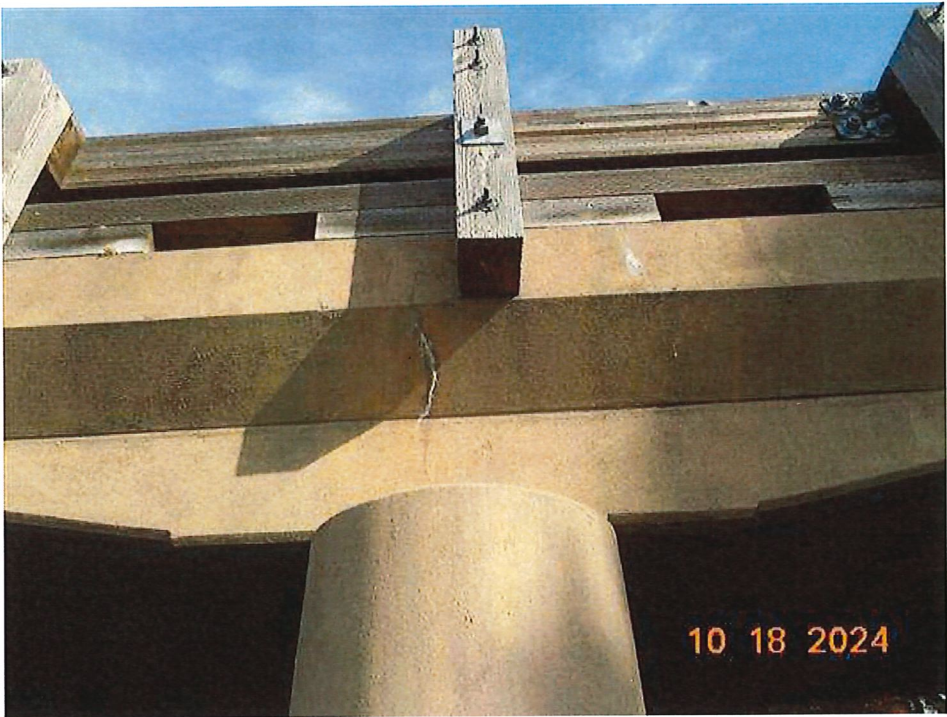


Photo 32 - 10-18-2024 (41)

Pictures



Photo 33 - 10-18-2024 (42)

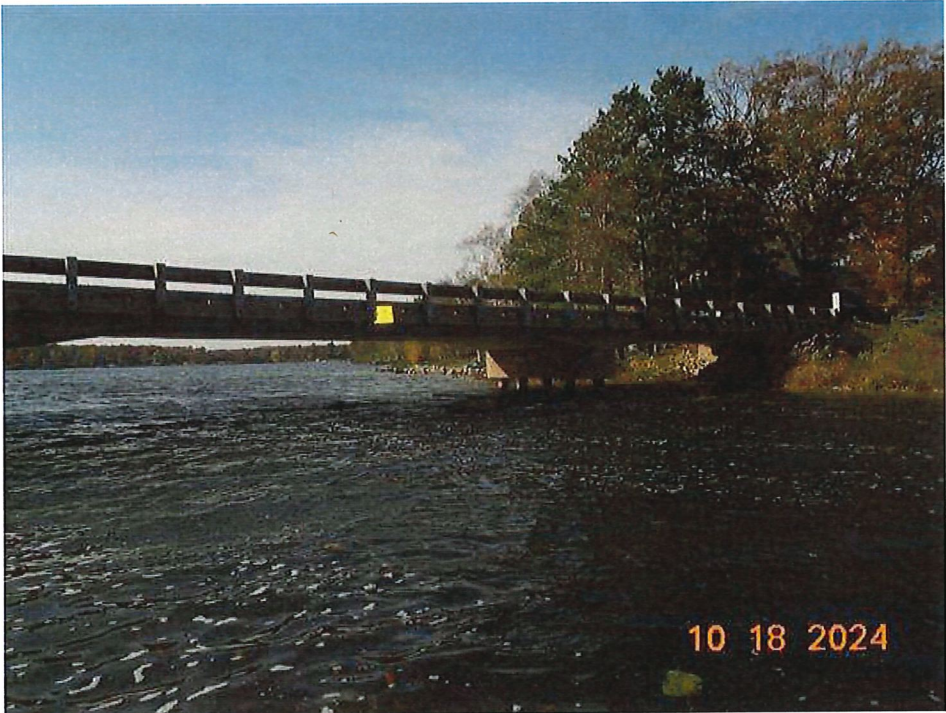


Photo 34 - 10-18-2024 (43)

Pictures

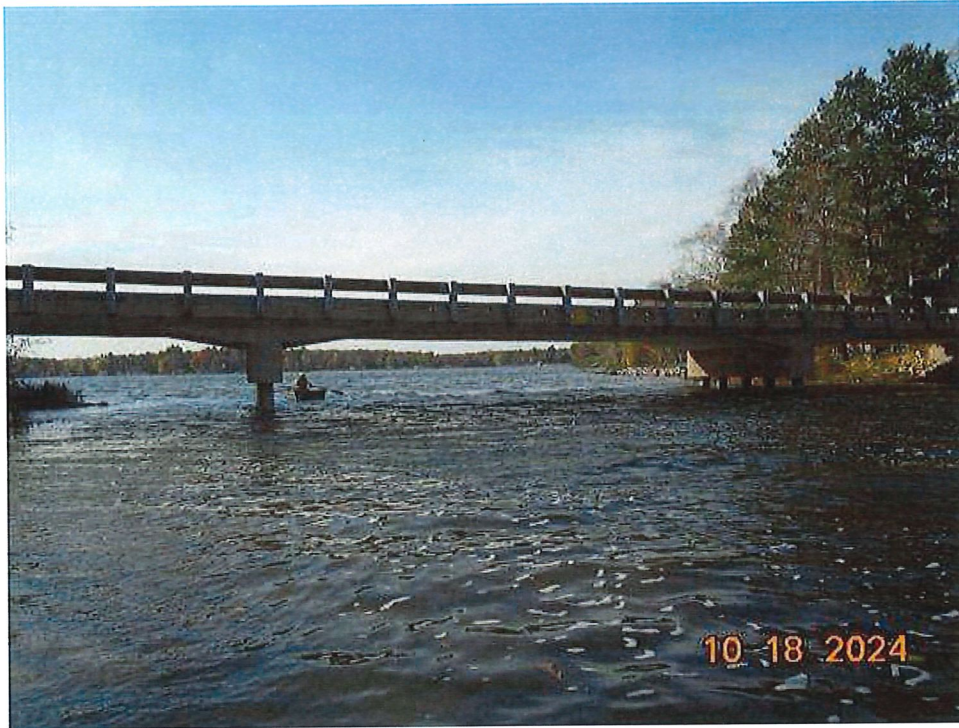


Photo 35 - 10-18-2024 (44)

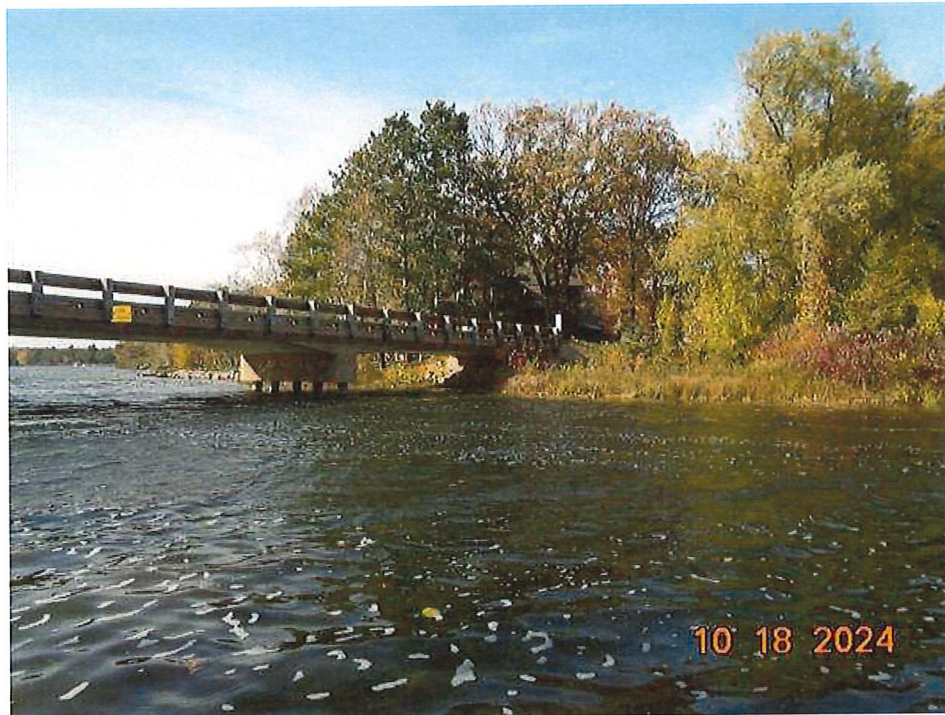


Photo 36 - 10-18-2024 (45)

Pictures



Photo 37 - 10-18-2024 (46)



February 4, 2025

City of Crosslake
 Char Nelson, Clerk
 37028 County Road 66
 Crosslake, Minnesota 56442

Re: Bridge Maintenance

Dear Char Nelson,

Bridges represent a considerable investment and as such to get the maximum life out of a bridge they require periodic maintenance. The current funding levels are not adequate to replace all bridges in need of replacement, as a result there is a need to make existing bridges last longer. Often a little preventative maintenance can add 20 or more years of life to a bridge.

Repairs and Routine Maintenance for Bridge Number 18530 (Sunrise Island Rd over Breezy Channel).

- The Type III object markers are installed too low. They should measure a minimum of 4 feet from the bottom of the sign to the road surface.
- The Type III object marker at the NE corner is bent/damaged, should be replaced.
- Every spring the deck should be flushed to remove any salt or sand left from winter snow removal operations and remove any dirt and debris from the bridge scuppers.
- The city may consider sealing the top surface of the bridge railing with rubber. This helps to keep moisture from penetrating the end-grain of the bridge rail posts and glue laminated wood railing. Functionally the rubber works great, however cosmetically the rubber lacks public appeal and can be a mess until the rubber cures over a period of hours.
- This bridge is on a 2-year inspection cycle.



Deficiencies and potential repairs for Bridge Number L4044 (Melinda Shores Road over Rush Lake).

- The Type III object markers are mounted low on the bridge. The "Minnesota Manual on Uniform Traffic Control Devices" states that the distance from the bottom of the sign to the near edge of the pavement should measure 4 feet.
- Clean the bridge seats of dirt and debris. Dirt holds moisture and will speed rusting on the abutment bridge cap. The city could also consider spot painting the bridge rail posts and abutment cap to slow the rust progression.

Timothy V. Bray
 County Engineer
 Highway Department
 16589 County Road 142
 Brainerd, MN 56401

Office: (218) 824-1110
 Fax: (218) 824-1111
 www.crowwing.us

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

- This bridge has a history of minor settlement occurring between the abutments. The settlement appears to have stabilized. This office will continue to monitor for movement during future inspections.
- If the city has any plan drawing of the new wing walls (Very Nice) I would request copies so that they may be included in the bridge file kept by this office.
- This bridge is on a 2-year inspection cycle.



Please consult this office when planning any bituminous surfacing across a bridge deck. The addition of a 2-inch overlay on a typical bridge, 20 feet long, results in 6 tons of dead load being added to the bridge. At a minimum an overlay does result in the need of a new load rating if additional material is added to the bridge deck

Since bridges represent a considerable investment of taxpayer dollars, you are encouraged to conduct an on-site review of your bridges to confirm existing conditions and take appropriate action. This office is available to provide advice as to maintenance procedures and answer any questions related to bridges. You may contact the following: Wayne Dosh, Senior Engineering Technician and Certified Bridge Inspector; Rob Hall, Assistant County Highway Engineer; and Tim Bray, County Highway Engineer.

Sincerely,

Timothy Bray P.E.
County Highway Engineer

By: Wayne Dosh
Wayne Dosh Senior Engineering Technician

F. 3. a.

REQUEST FOR COUNCIL ACTION

March 10, 2025

Department: Parks, Recreation & Library

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: Parks, Recreation & Library Commission Meeting Time

BACKGROUND

In hopes of increasing attendance at regular meetings, the Parks, Recreation & Library Commission has agreed to change the scheduled time moving forward.

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION

The Parks, Recreation & Library Commission is recommending that the City Council approve changing the PRL Commission's regular meeting time from 2:00 PM to 9:00 AM on the fourth Wednesday of each month.

COUNCIL ACTION REQUESTED

Motion to approve the recommendation to change the PRL Commission's regular meeting time from 2:00 PM to 9:00 AM on the fourth Wednesday of each month.

ATTACHMENT

N/A

F.3.b.

REQUEST FOR COUNCIL ACTION

March 10, 2025

Department: Parks & Recreation

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: Warming House

BACKGROUND

Before we break ground on the pickleball courts this spring, we need to address the warming house. We have two options: demolish it or have the Fire Department perform a controlled burn for training purposes.

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION

Staff is recommending that City Council approves to have the Fire Department perform a controlled burn within the warming house for training purposes.

COUNCIL ACTION REQUESTED

Motion to approve to have the Fire Department perform a controlled burn within the warming house for training purposes.

ATTACHMENT

N/A

REQUEST FOR COUNCIL ACTION

F.3.C.

March 10, 2025

Department: Parks & Recreation

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: First Responder Membership Discount

BACKGROUND

We've had a few people inquire about a discount for first responders. We currently offer a 10% discount to veterans. A first responder discount would include all firefighters, police officers, and EMT's.

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION

The Parks, Recreation & Library Commission is recommending that the City Council approve adding a 10% discount for all eligible first responders.

COUNCIL ACTION REQUESTED

Motion to approve the recommendation to add a 10% discount for all eligible first responders.

ATTACHMENT

N/A

F.3.d.

REQUEST FOR COUNCIL ACTION

March 10, 2025

Department: Parks & Recreation

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: Surplus Mowers

BACKGROUND

We have two John Deere mowers in our fleet that we would like to sell as surplus.

FINANCIAL IMPLICATIONS

N/A

RECOMMENDATION

Staff is recommending that City Council approves to mark both mowers as surplus and sell them accordingly.

COUNCIL ACTION REQUESTED

Motion to approve marking both mowers as surplus and selling them accordingly.

ATTACHMENT

2020 John Deere 1575

2020 John Deere Z950M





F.3.e.

REQUEST FOR COUNCIL ACTION

March 10, 2025

Department: Parks & Recreation

Agenda Section: Commission Reports

Department Head: TJ Graumann

Agenda Item: John Deere Z905M Bagger & Thatcher

BACKGROUND

Requesting permission to purchase a bagger system and thatcher for our newly acquired John Deere 950M Zero-Turn mower.

FINANCIAL IMPLICATIONS

\$6,296.00 – Capital Expense

RECOMMENDATION

Staff is recommending that City Council approves the quote from Midwest Machinery to purchase a bagger system and thatcher for our newly acquired John Deere 950M Zero-Turn mower.

COUNCIL ACTION REQUESTED

Motion to approve to the quote from Midwest Machinery to purchase a bagger system & thatcher.

ATTACHMENT

Midwest Machinery Quote

Quote Id: 32418160

Prepared For:
CITY OF CROSSLAKE



Prepared By: **Dan Vogt**

Midwest Machinery Co.
7045 Foley Road
Baxter, MN 56425

Tel: 218-829-5356
Mobile Phone: 218-838-8111
Fax: 218-829-4306
Email: dvogt@mmcj.com



Selling Equipment



Quote Id: 32418160

Customer: CITY OF CROSSLAKE

JOHN DEERE MCS DFS HOPPER, 9.6 Bushel Dump From Seat

Hours:

Stock Number:

				Selling Price
				\$ 5,297.00
Code	Description	Qty	Unit	Extended
0793TC	MCS DFS HOPPER, 9.6 Bushel Dump From Seat	1	\$ 4,966.00	\$ 4,966.00
Standard Options - Per Unit				
001A	United States and Canada	1	\$ 0.00	\$ 0.00
2900	Blower, Weight Bracket, and Mounting Frame Kit	1	\$ 0.00	\$ 0.00
3542	Boot Kit 48 In. (121cm) & 54 In. (137cm) Side Discharge	1	\$ 0.00	\$ 0.00
Standard Options Total				\$ 0.00
Dealer Attachments				
UC13263	Quik-Tatch Weight, 42 lb (19 kg)	4	\$ 84.27	\$ 337.08
Dealer Attachments Total				\$ 337.08
Value Added Services Total				\$ 0.00
Other Charges				
	Freight	1	\$ 85.00	\$ 85.00
Other Charges Total				\$ 85.00
Suggested Price				\$ 5,388.08
Customer Discounts				
Customer Discounts Total			\$ -91.08	\$ -91.08
Total Selling Price				\$ 5,297.00

2025 JRCO H473/60Z8

Hours:

0

Stock Number:

				Selling Price
				\$ 999.00
Code	Description	Qty	Unit	Extended
H473/60Z8	60" Zero Turn Thatcher	1	\$ 1,295.00	\$ 1,295.00
Suggested Price				\$ 1,295.00
Customer Discounts				
Customer Discounts Total			\$ -296.00	\$ -296.00
Total Selling Price				\$ 999.00



JOHN DEERE

Selling Equipment



**MIDWEST
MACHINERY CO**

Quote Id: 32418160

Customer: CITY OF CROSSLAKE

F. 4. a.

ENCROACHMENT AGREEMENT

THIS ENCROACHMENT AGREEMENT (“Agreement”) is made and entered into as of _____, 2025, by and between the **City of Crosslake**, a Minnesota municipal corporation (“Grantor”), and **Michael Bosio** and **Miryah Bosio**, husband and wife (“Grantee”).

Recitals

- A. West Shore Drive was dedicated to Grantor pursuant to the 1927 Cross Lake Park plat recorded in Crow Wing County.
- B. Grantee owns two parcels abutting the West Shore Drive right-of-way, said parcels being legally described as Lots 11 and 12, Block 1, Cross Lake Park, Crow Wing County, Minnesota (“the Property”).
- C. Prior to Grantee’s ownership of the Property, a cabin was constructed on the Property such that a portion of the southwestern end of the cabin encroaches upon the West Shore Road right-of-way (the “Encroachment”), as more particularly shown on the drawing attached hereto as Exhibit A.
- D. Grantee wishes to obtain a license for the right to encroach upon the Grantor’s right-of-way specifically for the purposes set forth herein below and Grantor agrees to grant such license for the Encroachment in accordance with the terms and conditions herein described.

Agreement

In consideration of the mutual covenants contained herein and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by Grantee and Grantor, the parties agree as follows:

1. **Acknowledgement and Agreement Regarding Encroachment.** Grantee acknowledges and agrees that Grantee does not own any portion of the platted right-of-way, that the Encroachment encroaches upon the Grantor's right-of-way, and that the boundary line between the right-of-way and the Property is as shown on Exhibit A.

2. **License.** Grantor grants to Grantee a license (the "License") allowing the existing Encroachment to continue within the Encroachment Area, as legally described in Exhibit A. Grantee (i) shall be responsible at all times for the maintenance and repair of the Encroachment; (ii) shall not further expand the Encroachment onto Grantor's right-of-way; (iii) shall not erect any other improvements on Grantor's right-of-way; and (iv) shall use the Encroachment Area only to allow the Encroachment to remain in its present location.

3. **Termination of License.** The License is terminable at will by either party to this Agreement with 90 days' written notice. The license shall automatically terminate upon any major casualty or damage to or replacement or major renovation of the cabin, or upon any major casualty or damage to the Encroachment Area. Upon termination, the Grantee shall remove the Encroachment from the Grantor's right-of-way within 120 days of said termination at Grantee's sole cost and expense in a manner reasonably acceptable to Grantor.

4. **Indemnity.** To the fullest extent permitted by law, Grantee, their successors and assigns, agree to release, defend and indemnify the Grantor, its agents, directors, employees and contractors against any and all claims, costs and liabilities, including the costs of defense for damages, injury or death arising from or in any way connected to the installation, maintenance, repair, removal and/or presence of the Encroachment permitted hereunder, regardless of whether such harm is to Grantee, the Grantor, the employees or officers of either or any other person or entity, except the indemnified parties shall not be liable under this paragraph for loss or damage to the extent resulting from the negligence or intentional acts of the indemnified parties.

5. **Notices.** Any notices required or permitted to be given under this Agreement must be in writing and shall be sent to the address set forth below (or any other address which is provided by one party to the other by notice pursuant to this provision) and must be given by United States mail, certified, return receipt requested, by overnight courier service or by hand delivery. Any notice shall be deemed effective only upon actual receipt, but rejection or refusal by the addressee to accept delivery or the

inability to accomplish delivery because the party can no longer be found at the current notice address, shall be deemed actual receipt.

If to Grantor: City of Crosslake
c/o City Clerk
13888 Daggett Bay Road
Crosslake, MN 56442

If to Grantee: Michael Bosio and Miryah Bosio
16311 61st Street NW
South Haven, MN 55382

6. **Governing Law.** This Agreement shall be governed and construed under the laws of the State of Minnesota. In connection with any legal proceeding arising out of or instituted to enforce the terms of this Agreement, the prevailing party shall be entitled to recover all costs incurred, including costs of collection and reasonable attorneys' fees, and including attorney's fees incurred in connection with any appeal of a lower court decision.

7. **Entire Agreement.** This Agreement constitutes the entire Agreement and understanding between the parties relating to the subject matter hereof. This fully integrated Agreement shall supersede, supplant, and replace all prior and contemporaneous negotiations, discussions, representations, agreements, and accords by and between the parties.

8. **Counterparts.** This Agreement may be executed in counterparts and each counterpart shall be considered an original, but all such counterparts together shall be considered only one document.

[signatures begin on following page]

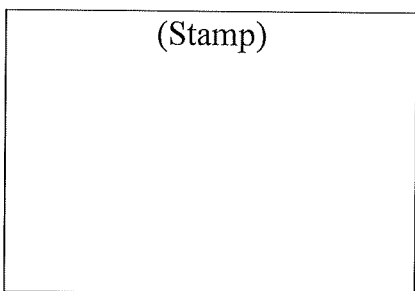
GRANTEE:

By: _____
Michael Bosio

By: _____
Miryah Bosio

STATE OF MINNESOTA)
) ss.
COUNTY OF _____)

This instrument was acknowledged before me on _____ 2025, by Michael Bosio and Miryah Bosio.



Notary Public

GRANTOR:

City of Crosslake

By: _____
Jackson Purfeerst, Mayor

By: _____
Charlene Nelson, City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF CROW WING)

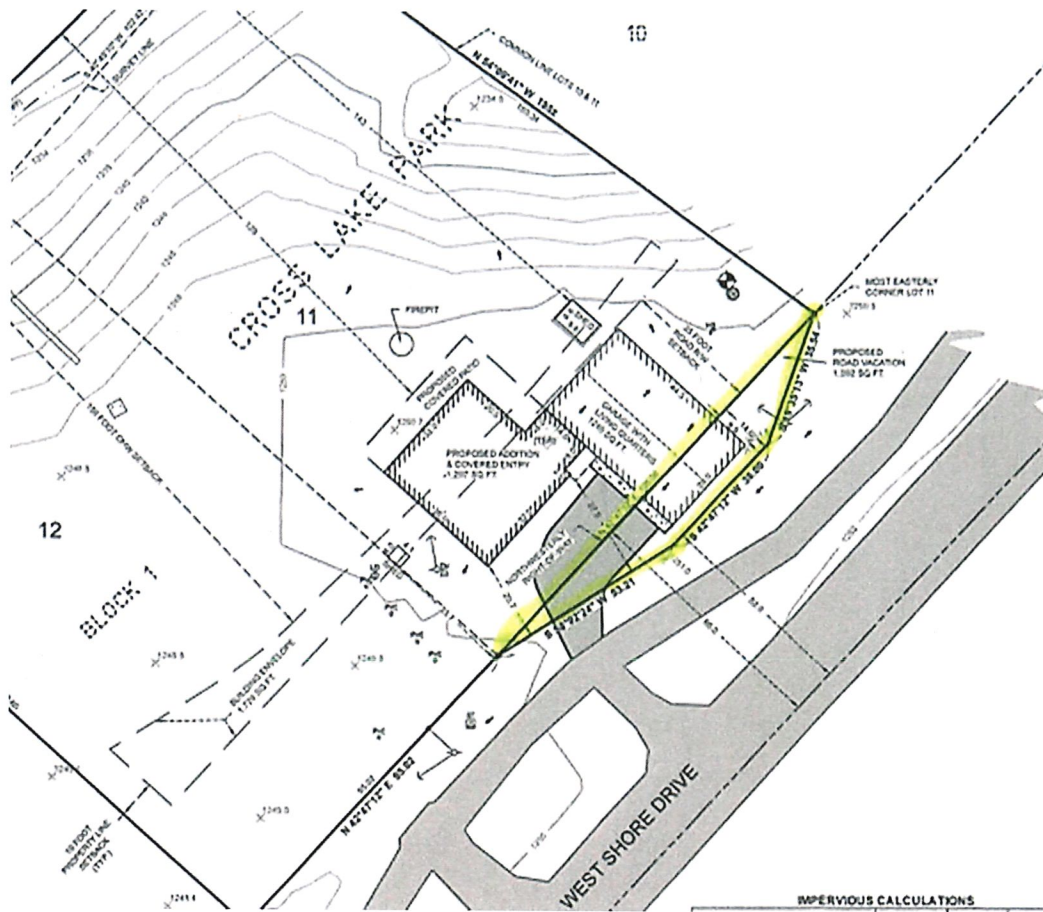
This instrument was acknowledged before me on _____
2025, by Jackson Purfeerst and Charlene Nelson, Mayor and City Clerk,
respectively, of the City of Crosslake, a Minnesota municipal corporation.

(Stamp)

Notary Public

This instrument drafted by:
Ratwik, Roszak & Maloney, P.A.
444 Cedar Street, Suite 2100
St. Paul, MN 55101

EXHIBIT A



Encroachment Area Legal Description

That part of West Shore Drive as dedicated in the plat of Cross Lake Park, according to the record plat thereof, Crow Wing County, Minnesota, described as follows: Beginning at the most easterly corner of Lot 11, Block 1, Cross Lake Park, assuming the common line of Lots 10 & 11 bears North 54 degrees 09 minutes 41 seconds West; thence South 19 degrees 35 minutes 13 seconds West 35.54 feet; thence South 42 degrees 47 minutes 12 seconds West 36.00 feet; thence South 58 degrees 02 minutes 24 seconds West 53.21 feet to the northwesterly right-of-way of said West Shore Drive; then North 42 degrees 47 minutes 12 seconds East, along said right-of-way line 120.00 feet, more or less, to the point of beginning.

F. 4. b.

ORDINANCE NO. ____
AN ORDINANCE AMENDING CHAPTER 42, ARTICLE VI ROAD NAMES
NAMING AN UNNAMED ROAD AS ARLAS POND TRL
AND
ADDING THE ROAD NAME TO THE MASTER ROAD NAME INDEX
FOR THE CITY OF CROSSLAKE
COUNTY OF CROW WING
STATE OF MINNESOTA

The City Council of the City of Crosslake does ordain as follows:

• **Sec. 42-298. - Index established; conflicts.**

The city maintains a master road name index as well as a map for all named roads within the city. Said master road name index was initially established by the city in 1998 and is updated by the city periodically. In the event of any conflicts or discrepancies with road names within the city, the master road name index shall supersede and control.

• **Sec. 42-299. - Procedure for changing road names.**

- (a) Before the city council will consider a request to change a road name, or name an unnamed or new road, a petition containing at least 75 percent of the signatures of all property owners abutting the subject road must be submitted to the city council along with the proposed road name. Changes to the master road name index shall be through an ordinance.
- (b) Notwithstanding the provision of subsection (a) of this section, the city council may, at its own discretion, change the name of a road, or name an unnamed or new road, provided that all property owners abutting the subject road are given at least 14 days' written notice of the hearing on the proposed name change.
- (c) The City of Crosslake hereby names the current unnamed road as **Arlas Pond Trl** in Section 18, Township 137N, Range 27W within the City of Crosslake, County of Crow Wing.
- (d) The City Council of the City of Crosslake hereby amends the City Code to include **Arlas Pond Trl** in the Master Road Name Index.
- (e) The City Designates **Arlas Pond Trl** as a private road and the City of Crosslake shall not accept **Arlas Pond Trl** as a public road for maintenance purposes until such time that the road is built to City standards.

Passed by the City Council this ____ day of _____, 2025 by a ___/5ths vote.

Jackson Purfeerst
Mayor

ATTEST:

Lori A. Conway
City Administrator

Attachment: Master Road Name Index

CERTIFICATE OF SURVEY

**PART OF THE EAST HALF OF THE SOUTHEAST QUARTER,
SECTION 18, TOWNSHIP 137 NORTH, RANGE 27 WEST,
CROW WING COUNTY, MINNESOTA
TOTAL AREA = 426,824 SQ. FT. (9.80 ACRES)**

LEGAL DESCRIPTION PER DOCUMENT NUMBER 981724

That part of the East Half of the Southeast Quarter (E 1/2 SE 1/4), Section Eighteen (18), Township One Hundred Thirty-seven (137), Range Twenty-seven (27), being North of the centerline of County Highway 16 as now laid out and traveled and within the West of the following described line, beginning at a point on the East line of said Section Eighteen (18), 1470.0 feet North of the Southeast corner thereof, thence due West 399.25 feet, thence North 52 degrees 30 minutes West 510.0 feet, thence due North 115.0 feet, more or less, to the East and West 1/4 line through said Section Eighteen (18) easting 7.0 acres, more or less.

EXCEPTION FROM TITLEWORK:

EXCEPT THE US ARMY CORPS OF ENGINEERS TRACT DESCRIBED IN DOCUMENT NUMBER 443709

PROPOSED BOUNDARY DESCRIPTIONS:

TRACT A
That part of the East Half of the Southeast Quarter of Section 18, Township 137 North, Range 27 West, Crow Wing County, Minnesota, described as follows: Commencing at the southeast corner of said Southeast Quarter, thence North 00 degrees 00 minutes East, assumed bearing, along the east line of said Southeast Quarter 1470.0 feet to a US Army Corps of Engineers (USACE) monument, thence North 39 degrees 26 minutes 13 seconds East 131.82 feet to a USACE monument, thence North 11 degrees 00 minutes 00 seconds West 379.60 feet to a USACE monument, thence North 00 degrees 00 minutes 00 seconds East 544.65 feet, thence North 00 degrees 00 minutes 00 seconds East along the monumented USACE line 299.64 feet, thence North 00 degrees 00 minutes 00 seconds East 399.25 feet, thence North 00 degrees 00 minutes 00 seconds East 510.00 feet, thence North 00 degrees 00 minutes 00 seconds East 115.00 feet, more or less, to the east line of said Section Eighteen (18) easting 7.0 acres, more or less, to the point of beginning.

Also subject to easements, restrictions and encroachments of record.

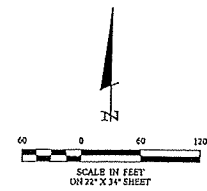
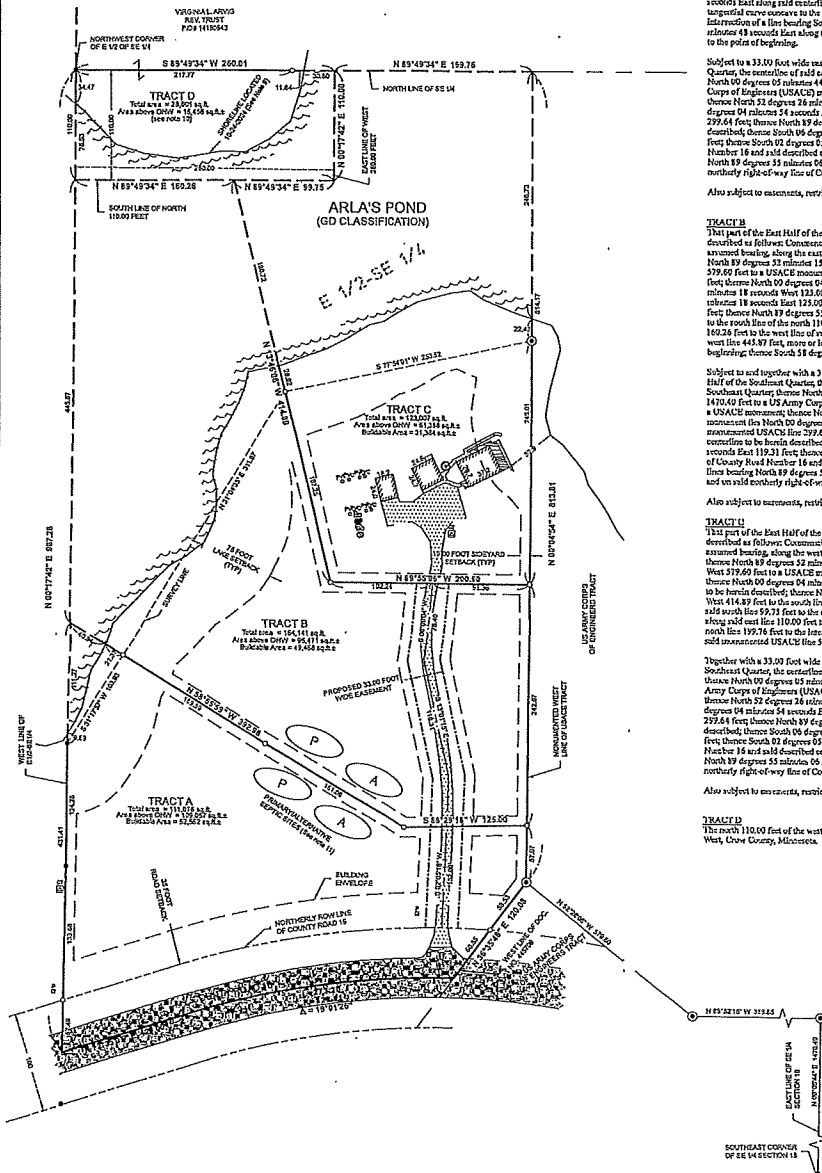
TRACT B
That part of the East Half of the Southeast Quarter of Section 18, Township 137 North, Range 27 West, Crow Wing County, Minnesota, described as follows: Commencing at the southeast corner of said Southeast Quarter, thence North 00 degrees 00 minutes 00 seconds East, assumed bearing, along the east line of said Southeast Quarter 1470.0 feet to a US Army Corps of Engineers (USACE) monument, thence North 39 degrees 26 minutes 13 seconds East 131.82 feet to a USACE monument, thence North 11 degrees 00 minutes 00 seconds West 379.60 feet to a USACE monument, thence North 00 degrees 00 minutes 00 seconds East 544.65 feet, thence North 00 degrees 00 minutes 00 seconds East along the monumented USACE line 299.64 feet, thence North 00 degrees 00 minutes 00 seconds East 399.25 feet, thence North 00 degrees 00 minutes 00 seconds East 510.00 feet, thence North 00 degrees 00 minutes 00 seconds East 115.00 feet, more or less, to the east line of said Section Eighteen (18) easting 7.0 acres, more or less, to the point of beginning.

Also subject to easements, restrictions and encroachments of record.

TRACT C
That part of the East Half of the Southeast Quarter of Section 18, Township 137 North, Range 27 West, Crow Wing County, Minnesota, described as follows: Commencing at the southeast corner of said Southeast Quarter, thence North 00 degrees 00 minutes 00 seconds East, assumed bearing, along the east line of said Southeast Quarter 1470.0 feet to a US Army Corps of Engineers (USACE) monument, thence North 39 degrees 26 minutes 13 seconds East 131.82 feet to a USACE monument, thence North 11 degrees 00 minutes 00 seconds West 379.60 feet to a USACE monument, thence North 00 degrees 00 minutes 00 seconds East 544.65 feet, thence North 00 degrees 00 minutes 00 seconds East along the monumented USACE line 299.64 feet, thence North 00 degrees 00 minutes 00 seconds East 399.25 feet, thence North 00 degrees 00 minutes 00 seconds East 510.00 feet, thence North 00 degrees 00 minutes 00 seconds East 115.00 feet, more or less, to the east line of said Section Eighteen (18) easting 7.0 acres, more or less, to the point of beginning.

Also subject to easements, restrictions and encroachments of record.

TRACT D
The north 110.00 feet of the west 260.00 feet of the East Half of the Southeast Quarter of Section 18, Township 137 North, Range 27 West, Crow Wing County, Minnesota.



NOTES:

1. Parcel ID of subject parcel: 1410015.
2. The E911 address of subject parcel: 12584 County Road 16.
3. Zoning for subject tract and adjacent tracts is "Shoreland District", except USACE tracts to southwest and east which are zoned "Public".
4. Wetland delineation performed on 11-01-2014 by Brad Metzger, MN Certified Wetland Delineator #1031. Edge of wetland is conformant with Arla's Pond shoreline as shown.
5. No liens are present on title.
6. Imperious coverage: Tract A = 1.31%; Tract B = 2.51%; Tract C = 9.61%; Tract D = 0%.
7. Stoenmark Land Surveying, Inc. has had no investigation or independent search for easements of record, encroachments, restrictive covenants, ownership title evidence, or any other facts that an accurate and current title search may disclose.
8. Substrata as shown can be subject to interpretation. Verification of strata by the governing body is advised prior to building.
9. A Ordinary High Water elevation has not been determined for Arla's Pond by MN DNR. Lakeshore as shown from wetland delineation and natural grade break along lakeshore.
10. Tract D must be combined with wetland delineation to the north, being Parcel ID 1410014.
11. Septic reliability status shown from report prepared by Martin Joyce, License No. 2129 dated 12-02-2004.

LEGEND

- BOUNDARY OF EXISTING MUNICIPALITIES
- BOUNDARY OF EXISTING TOWNSHIP
- BOUNDARY OF EXISTING RANGE
- BOUNDARY OF EXISTING SECTION
- BOUNDARY OF EXISTING TOWNSHIP
- BOUNDARY OF EXISTING RANGE
- BOUNDARY OF EXISTING SECTION
- BOUNDARY OF EXISTING TOWNSHIP
- BOUNDARY OF EXISTING RANGE
- BOUNDARY OF EXISTING SECTION
- BOUNDARY OF EXISTING TOWNSHIP
- BOUNDARY OF EXISTING RANGE
- BOUNDARY OF EXISTING SECTION
- BOUNDARY OF EXISTING TOWNSHIP
- BOUNDARY OF EXISTING RANGE
- BOUNDARY OF EXISTING SECTION
- BOUNDARY OF EXISTING TOWNSHIP
- BOUNDARY OF EXISTING RANGE
- BOUNDARY OF EXISTING SECTION

OPERATION OF THIS BOUNDARY SYSTEM IS BASED ON CROW WING COUNTY COORDINATE SYSTEM.

CERTIFICATE OF SURVEY	PROJECT MANAGER	PROJECT NO.	DATE	REVISIONS	APPROVED BY
Keegan Johnson PO Box 373 Pequot Lakes, MN 56472	DAVE CHECKED EJH DRAWN BY PAT/KJE	24199 R24199-002 C24199-002 BOOK 241	1-31-2015 1-31-2015	DATE DESCRIPTION BY	11/27/2014 KEVIN J. ADAMS, SURVEYOR 12/31/2014 KEVIN J. ADAMS, SURVEYOR 1-31-2015 KEVIN J. ADAMS, SURVEYOR 1-31-2015 KEVIN J. ADAMS, SURVEYOR

39205 Ramscorn Road
Suite 1
P. O. Box 474
Pequot Lakes, MN 56472
318-554-4940
www.keeganjohnson.com

MASTER ROAD NAME INDEX

ROAD NAME	SEC	QD	LOCATION	FORMER	ADD'L COMMENTS
ABC DRIVE	18	NW	NORTH OFF 16		PRIVATE ROAD
ADDI LANE	29	SE	WEST OFF #3		WHITEFISH BUSINESS PARK
ALBINSON ROAD	5		WEST OFF #66	UNNAMED	PRIVATE ROAD
ALLEN AVENUE	21	NE	SOUTH OFF SWANN DRIVE		TOWN SQUARE DEV.
ALMA POND DRIVE	18	NW	OFF OF MILINDA SHORES ROAD		
ANCHOR POINT LANE	5		OFF ANCHOR POINT RD	UNNAMED	PRIVATE ROAD
ANCHOR POINT ROAD	5.7	NW	WEST OFF 66		
ANCHOR POINT TRAIL	5	NW	NE FROM ANCHOR POINT RD		ENBEE ESTATES
ANDERSEN DRIVE	33	NE	EAST OFF SHAFER ROAD		ANDERSEN ESTATES PLAT
ANDERSON COURT	31	SW	NORTH OFF 103		
ANTLER ROAD	33	NW	EAST OFF OF COUNTY ROAD 3		PINE VISTA PLAT
ARLAS POND TRL	18	SE	NORTH OFF OF COUNTY RD 16	UNNAMED	
ARROWHEAD LANE	30	SW	EAST OFF WEST SHORE DRIVE		
ARROWHEAD TRAIL	30	SW	NORTH OFF ARROWHEAD LANE		NON-MAINT/ BARTHEL SUBDIV
ASPEN COURT	9	SE	W OFF WILDERNESS ROAD		CHATHAM PARK SO.
ASPEN DRIVE	9	SE	W OFF WILDERNESS ROAD		CHATHAM PARK SO.
ASPEN WAY	9	SE	W OFF WILDERNESS ROAD		PRIVATE ROAD/ CHATHAM PK S
AUTUMN RIDGE ROAD	16	NW	EAST OFF 66 NORTH OF BAIT BOX	UNNAMED	PRIVATE ROAD
BACKDAHL ROAD	1,9	NW,NE	E/W OFF SOUTH END OF WILDERNESS TRAIL		PART CHGD TO WILDERNESS RD
BACON LANE	29	NE	WEST OFF OF COUNTY ROAD 3	UNNAMED	PRIVATE ROAD
BAILA LOCH WAY	18	NW	NORTH OFF OF THE WEST SIDE OF ABC DRIVE	UNNAMED	PRIVATE ROAD
BALD EAGLE TRAIL	16	SW	EAST OFF OF COUNTY ROAD 66		EAGLE PASS PLAT
BAY SHORES ROAD	2	NE	WEST OFF 3	SHORES ROAD	BAY SHORES PLAT
BIG PINE DRIVE	33	SE	N OFF BIG PINE TRAIL PAST BIG PINE HOLLOW	UNNAMED	PRIVATE ROAD
BIG PINE HOLLOW	33	SE	NORTH OFF BIG PINE TRAIL	UNNAMED	PRIVATE ROAD
BIG PINE TRAIL	32,33	SE	EAST OFF 3		
BIRCH NARROWS ROAD	10	NE	WEST OFF 3	O'BRIEN/MICHAEL DR	
BIRCHDRIDGE BLVD	30	SW	OFF SUNRISE ISLAND ROAD		
BIRD HAVEN ROAD	5		EAST OFF OF #66		PRIVATE RD/BIRDAVEN RESORT
BIZAN RD	29	SE	SOUTH OFF OF EAST SHORE RD		PRIVATE ROAD
BLACKBEAR PATH	28		EAST OFF OF #66		M&D ADDITION
BLACKSMITH PLACE	9	NW	SOUTH OFF TALL TIMBERS TRAIL		OLD LOG HDQTRS
BLUE ACRES COURT	30		OFF OF ARROWHEAD LANE	UNNAMED	PRIVATE RD/BLUE ACRES GRN
BLUE ACRES LANE	30		OFF OF ARROWHEAD LANE	UNNAMED	PRIVATE RD/BLUE ACRES GRN
BLUE ACRES TRAIL	30		OFF OF ARROWHEAD LANE	UNNAMED	PRIVATE RD/BLUE ACRES GRN
BLUE RUSH LANE	18	NW	OFF OF MILINDA SHORES ROAD		BLUE RUSH ESTATES
BONNIE LAKES LANE	13		OFF BONNIE LAKES TRAIL (S PORTION GOODRICH LAKE)	MCCLINTOCK	GOODRICH/O'BRIEN LK SHORES
BONNIE LAKES ROAD	13,24	SE	NORTH FROM 36	BONN LKS FRM RD	
BONNIE LAKES TRAIL	13	SE	OFF BONNIE LAKES TRAIL	BONN LKS FRM RD	
BORDER POINT ROAD	31	SW	EAST OFF OF COUNTY ROAD 120	UNNAMED	PRIVATE ROAD
BOY SCOUT ROAD	1,11,12		OFF OF # 3	UNNAMED	BOY SCOUT CAMP-PRIVATE
BRITA LANE	28,33	SE	EAST OFF 36		
BROOK STREET	16	NW	N/S AT END OF DAGGET BAY ROAD		

MASTER ROAD NAME INDEX

BROOKWOOD CIRCLE	30	SW	EAST OFF WEST SHORE DRIVE		BROOKWOOD PLAT
BUCKSKIN LANE	4	NW	EAST OFF OJIBWAY TRAIL		
BUNKHOUSE ROAD	9	NW	BETWEEN TALL TIMBERS TRAIL AND KIMBALL ROAD		
CABIN COVE TRAIL	5	SE	EAST OFF OF COUNTY ROAD 66	UNNAMED	PRIVATE ROAD
CAREFREE DRIVE	9		SOUTH OFF OF DAGGETT PINE ROAD	UNNAMED	PRIVATE ROAD
CARIBOU TRAIL	5	SE	EAST OFF OF COUNTY ROAD 66	UNNAMED	PRIVATE ROAD
CHANNEL LANE	17	NW	WEST OFF 16 ON S SIDE OF RUSH/CROSS CHANNEL		PRIVATE ROAD
CHERRY LANE	31	SW	OFF PERKINS ROAD		
COOL HAVEN LANE	5	NW	OFF SOUTH LANDING		
COUNTY ROAD 103					
COUNTY ROAD 16					
COUNTY ROAD 3					
COUNTY ROAD 36					
COUNTY ROAD 37					
COUNTY ROAD 66					
COUNTY ROAD 120					
CRANBERRY DRIVE	1		OFF BUCHITE ROAD	UNNAMED	PRIVATE ROAD
CROSS AVENUE	31	SW	WEST OFF LAKE STREET		
CROSS LAKE AVENUE	16	NW	WEST OFF 66 NORTH OF DAGGETT/CROSS CHANNEL		
CROSSCUT WAY	9	NW	BETWEEN LOG LANDING AND HEADQUARTERS DRIVE		
DAGGETT BAY ROAD	16	NW	EAST FROM 66		
DAGGETT PINE ROAD	9.1	NE/NW	EAST FROM 66 TO DREAM ISLAND ROAD		
DAGGETT COURT	10		S OFF OF DAGGETT PINE ROAD	UNNAMED	ISLAND VIEW PLAT
DAGGETT LANE	10		SW OFF DAGGETT PINE ROAD	UNNAMED	
DANCING BEAR DRIVE	32	NW	SOUTH OFF OF COUNTY ROAD 103		
DEER RIDGE DRIVE	9		S OFF OF DAGGETT PINE ROAD		SILENT OAKS PLAT
DEWDROP LANE	19		W OFF OF WEST SHORE DRIVE		CHATHAM PARK NORTH
DREAM ISLAND CIRCLE	10		W OFF OF DREAM ISLAND ROAD		LITTLE PINE SHORE PLAT
DREAM ISLAND LANE	10		E OFF DREAM ISLAND ROAD (BEFORE ISLAND)	UNNAMED	(PRIVATE ROAD??)
DREAM ISLAND ROAD	10	NE	END OF DAGGETT PINE ROAD- GOING NORTH	UNNAMED	
DUCK LANE	30	SW	WEST OFF WEST SHORE DR		
DUCKWOOD TRAIL	31	SE	SOUTH OFF OF COUNTY ROAD 103		DUCKWOOD PLAT
EAGLE STREET	8	NW	WEST OFF 66		
EAST RAVENWOOD DRIVE	32	SW	NORTH OFF OF FAWN LAKE RD		FAWN LAKE PARK FIRST ADDITION
EAST SHORE BOULEVARD	29	NE	W OFF OF EAST SHORE ROAD	EAST SHORE ROAD	CL EAST SHORE PLAT
EAST SHORE CIRCLE	29	SW	NORTH OFF EAST SHORE ROAD	LAKE SHORE CIR	SANDCREST PLAT
EAST SHORE COURT	29		DOUG NELSON DEV- N OFF OF E SHORE ROAD		PRIVATE- NELSON E SHORE LND
EAST SHORE LANE	29		DOUG NELSON DEV-OFF E SHORE ROAD		PRIVATE- NELSON E SHORE LND
EAST SHORE ROAD	29	SW	OFF OF 3	LAKESHORE DR	REPLACE LAKE SHORE DRIVE
EAST SHORE TERRACE	29		DOUG NELSON DEV-OFF E SHORE ROAD		NELSON'S E SHORE LANDING
ECHO DRIVE	16	NW	WEST OFF 66 TO MARGRET	OLD CO HWY 8	
EDGEWATER LANE	16	NW	WEST OFF 66 BEHIND CHANNEL LIQUOR	OLD COOLEY HWY	
EGRET ROAD	9		N OFF DAGGETT PINE ROAD		D & M ADDITION
EVA LANE	17	NE	NORTH OFF OF COUNTY ROAD 16	UNNAMED	DRIVEWAY SERVING 3 RESIDENCES

MASTER ROAD NAME INDEX

FIRST STREET	8	NW	WEST OFF 16 ACROSS FROM MOONLITE			PRIVATE ROAD
FISH ROAD	2		BASS LAKE RESERVE- EAST OFF #3		UNNAMED	PRIVATE ROAD
FISHERMANS POINT ROAD	17	NW	SE OFF 16 SOUTH OF RUSH/CROSS CHANNEL			PORTION PRIVATE ROAD
FOREST LODGE ROAD	7	NW	SOUTH OFF ANCHOR POINT			
GALE LANE	18	NW	SOUTH OFF 16 NEAR HARBOR LANE			
GENDREAU ROAD	33	SW	SOUTH OFF 36			SEEKEL ADDITION
GINSENG PATCH ROAD	7	NW	NEAR END OF ANCHOR POINT ROAD TO NW			
GLADICK LANE	17	NW	WEST OFF 16 ON N SIDE OF RUSH/CROSS CHANNEL			
GLEE LANE	21	NE	WEST OFF OF COUNTY ROAD 3		UNNAMED	PRIVATE DRIVE
GORDON CIRCLE	29	SW	EAST OFF OF HAPPY LANDING ROAD			WILD WIND PLAT
GREER LAKE ROAD	36	SE	E/W ROAD TO GREER LAKE TRAIL			GREER LAKE CAMPGROUND RD
GOULD STREET	21	NE	BETWEEN OSTLUND AVE. AND ALLEN AVE. SO. OF SWANN DR.			TOWN SQUARE DEV.
HAPPY COVE ROAD	29	SW	EAST OFF HAPPY LANDING			PART OF HAPPY LANDING ROAD
HAPPY LANDING ROAD	29	SW	NORTH FROM 103			
HAPPY TRAIL	29		NORTH OFF HAPPY LANDING ROAD		UNNAMED	PART OF HAPPY LANDING ROAD
HARBOR LANE	18	NW	WEST OFF 16		HARBOR LN RD	
HARBOR TRAIL	18	NW	NW OFF HARBOR LANE		RUSH LAKE AVE	
HEADQUARTERS DRIVE	9	NW	OFF OLD LOG LANDING		HDQTR DR S	
HERITAGE WAY	21	NE	BETWEEN PIONEER DR AND OSTLUND AVE		UNNAMED	
HIDDEN VALLEY ROAD	8		W OFF 16 ACROSS FROM MOONLITE BAY			
HILLTOP DRIVE	6	NW	BETWEEN MANHATTAN POINT BLVD AND WHITEFISH AVE		WEST AVE	NAME NOT USED
INDUSTRIAL ROAD	32	SW	NORTH OFF OF COUNTY ROAD 120		UNNAMED	PRIVATE ROAD
ISLAND VIEW LANE	8	NW	WEST OFF 16		ISLAND VIEW RD	WARNERS ADD MUHL'S ISL VIEW
ISLAND VIEW ROAD	8	NW	WEST OFF 16			WARNERS ADD MUHL'S ISL VIEW
IVY LANE	31	SW	E/W ROAD OFF 103			
IVY TRAIL	31		N OFF OF IVY LANE		UNNAMED	CONSIDERED PART OF IVY LANE
JASON LANE	7		SOUTH OFF SILVER PEAK ROAD			STALEY SHORES PLAT
JOHNIE STREET	17	SW	SOUTH FROM 16		ARTHUR AVE	INCORPORATED ARTHUR AVE
KALLBERG ROAD	26,35	E1/2	SOUTH OFF OF COUNTY ROAD 36		UNNAMED	FOREST RD, THEN PRIVATE DW
KIMBALL COURT	16		EAST OFF KIMBALL ROAD			PRIVATE-DAGGETT BAY TWNHMS
KIMBALL ROAD	9	NW	EAST OFF NORTH END OF BROOK STREET			
KIMBERLY ROAD	32	SW	WEST OFF 3			
LAKE STREET	31	SW	NORTH OFF 103			
LAKE TRAIL	31	SW	EAST OFF LAKE ST		PINE AVE/ OAK ST	BOWERS POINT
LEVI LANE	24	NE	EAST OFF BONNIE LAKES RD			
LILYPAD ROAD	11,12	S1/2	SOUTH, THEN EAST OFF OF COUNTY ROAD 3		UNNAMED	FOREST RD TO PUBLIC ACCESS ON GOODRICH
LOG LANDING	9	NW	EAST OFF 66		HDQTRS DRIVE N	OLD LOG HDQTRS PLAT
LOVELAND HARBOR	8	NE	WEST OFF OF COUNTY ROAD 66		UNNAMED	PRIVATE ROAD
LUMBERJACK LANE	9	NW	N/S END OF LOG LANDING AND HEADQUARTERS DR			
MANHATTAN DRIVE	6	NW	OFF MANHATTAN POINT BLVD-GOING NORTH		MANHATTAN BLVD	DIRECTION CHANGE
MANHATTAN POINT BOULEVARD	5,6	NW	WEST OFF 66 AT MANHATTAN BEACH LODGE		COUNTY RD 140	FORMER COUNTY ROAD
MAPLE LANE	21	SW	SOUTH OFF 37		DONALD DRIVE	RIVERVIEW PLAT
MARGARET LANE	16	NW	WEST OFF 16			
MARODA DRIVE	19	SW	EAST OFF WEST SHORE DRIVE			

MASTER ROAD NAME INDEX

MARY LANE	9	NW	WEST OFF MILLER ROAD			
MEZGENGA LANE	31		S OFF COUNTY ROAD 103		UNNAMED	PRIVATE
MILINDA SHORES ROAD	7,18	NW	OFF SILVER PEAK RD (IDEAL TWSHIP)			
MILLER ROAD	9	NW	SOUTH OFF DAGGETT PINE ROAD		ARROWHEAD DR	DUPLICATE NAME
MOCCASIN DRIVE	4	NW	NE OFF OJIBWA TRAIL OX LAKE LANDING		MOEN BEACH RD	
MOEN BEACH TRAIL	10	NE	NORT OFF DAGGETT PINE ROAD NEAR E END		UNNAMED	
NORTH HARBOR ROAD	7		E OFF ANCHOR POINT RD			
NORTHERN TERRACE	28		M & D ADDITION			
NORTHWOOD AVENUE	6		MANHATTAN POINT PLAT		ISLAND AVE	WHITE PINE TERRACE PLAT
NORWAY TRAIL	16	NW	DAGGETT BAY ROAD TO BROOK STREET			
OAKDALE ROAD	31	SW	NORTH OFF FAWN LAKE ROAD			
OJIBWAY CIRCLE	5	NW	NORTH OFF OJIBWAY TRAIL NEAR END			
OSTLUND AVENUE	21	NE	BETWEEN SWANN DRIVE AND COUNTY ROAD 3			TOWN SQUARE DEV.
OWL STREET	16	NW	EAST OF PINE BAY TRAIL			NO SIGN-PUBLIC ACCESS
OX COVE TRAIL	5,8	NE,SE	WEST OF OX LAKE LANDING		UNNAMED	DRIVEWAY BEFORE M&B SUB.
OX LAKE CROSSING ROAD	5	NE	EAST OFF OF COUNTY ROAD 66		BOULDER RIDGE RD.	DUPLICATE NAME
OX LAKE LANDING	4,5,8,9	NW	NORTH OFF DAGGETT PINE TO OJIBWAY CIRCLE		OJIBWAY TRAIL	INCORPORATE OJIBWAY TRAIL
PARK DRIVE	29		EASTERLY LOOP OFF LAKESHORE DRIVE			
PARKVIEW LANE	9	NW	SOUTH OFF DAGGETT PINE ROAD			
PERKINS ROAD	30,31	SW	WEST OFF 103			PRIVATE
PINE BAY CIR	16					
PINE BAY DRIVE	16	NW	NORTH OFF PINE BAY TRAIL		PINE BAY ROAD	
PINE BAY ROAD	15,16	NE,NW	NORTH OFF 3			
PINE BAY TRAIL	16	NW	WEST OFF PINE BAY ROAD		PINE BAY ROAD	
PINE CREEK TRAIL	23	NE,SE	NORTH OFF OF COUNTY ROAD 36		UNNAMED	PRIVATE ROAD TO NW BAY OF O'BRIEN LAKE
PINE LANE	8	NW	NORTH OFF ISLAND VIEW ROAD			
PINE LURE DRIVE	2	NE	WEST OFF 3		PINE LURES ROAD	CHANGED AT REQUEST OF LANDOWNERS
PINE POINT ROAD	10		END OF DAGGETT PINE ROAD- E/W OF ROAD		PT DAGGETT PINE RD	
PINE VIEW LANE	33		JOHNSON'S PINE VIEW			
PINEDALE STREET	6	NW	OFF SUMMIT		WOODLAND STREET	
PIONEER DRIVE	21	NW	BETWEEN SWANN DRIVE AND COUNTY ROAD 3		UNNAMED	
PLEASANT VIEW	19	SW	NW OFF WEST SHORE DRIVE			PRIVATE ROAD - FORMERLY PLEASANT LN.
POND VIEW LANE	18	SE	SOUTH OFF OF COUNTY ROAD 16		UNNAMED	PRIVATE ROAD
RABBIT LANE	16	NW	NORTH OFF PINE BAY DRIVE			
RACCOON STREET	16	NW	OFF PINE BAY TRAIL		COON STREET	NO SIGN-PUBLIC ACCESS
RBK LANE	29	SE	WEST OFF COUNTY ROAD 3			PRIVATE DRIVEWAY FOR NURSERY
RED OAK CIRCLE	29	SW	WEST OFF HAPPY LANDING ROAD			OAKCREST PLAT
RED PINE DRIVE	24		OFF OF BONNIE LAKES RD		RED PINE ROAD	
RED PINE ROAD	24	SE	OFF OF RED PINE DRIVE			
RETRIEVER ROAD	28	SW	NORTH OFF NORTHERN TERRACE			
RIDGEWAY DRIVE	9		S OF DAGGETT PINE RD- E/W OF ROAD			CHATHAM PARK NORTH
RIVER BLUFFS ROAD	27,28		RIVER BLUFFS PLAT			
RIVER TRAIL ROAD	28	SE	WEST OFF COUNTY ROAD 36			RIVER TRAIL ROAD PLAT
RIVERWOOD COURT	21	NW, NE	SOUTH OFF OF COUNTY ROAD 3			ACCESS TO RIVERWOOD CIC

MASTER ROAD NAME INDEX

RIVERWOOD LANE	21	SW	EAST OFF OF 3			
RIVERWOOD TRAIL	21	SW	N/S OFF OF RIVERWOOD LANE			
ROBERT LANE	20					
ROBERT STREET	17	NW	EAST OFF 16			INC DONALD BLVD & DWIGHT DR
ROCK LAKE TRL	23	SE	NE OFF ROCKY ROAD	UNNAMED		PRIVATE ROAD
ROCKY ROAD	23		N OFF CTY RD #36- ROCK LAKE	UNNAMED		PRIVATE ROAD
RUSH HARBOR LANE	8	NE	WEST OFF OF COUNTY ROAD 16	UNNAMED		PRIVATE ROAD-LOVELANDS PLAT
RUSH LANE	5	NW	NORTH FROM ANCHOR POINT RD			
RUSHMOOR BOULEVARD	17	NW	NORTHWEST OFF 16			
RUSHMOOR TRAIL	17,18		WEST OFF RUSHMOOR BLVD			
SAND POINTE COURT	20		WEST OFF SAND POINTE DRIVE			PRIVATE/GOLDEN RULE TRL PRK
SAND POINTE DRIVE	20	SW	WEST OFF 3 AT RIVERSIDE INN	FAE AVE- ANN ST		
SANDRA ROAD	32	SW	EAST OFF 3 SOUTH OF SHAFER RD			
SANDY SHORES COURT	29	NE	AT END OF SANDY SHORES ROAD	UNNAMED		
SANDY SHORES ROAD	29	SW	WEST OFF OF COUNTY ROAD 3			
SCENIC COURT	33	NW	EAST FROM VISTA DRIVE AND SOUTH OF SCHAFER ROAD			PINE VISTA PLAT
SECOND AVENUE	8	NW	NORTH OFF FIRST STREET			MINNOWA PLAT
SECOND STREET	8	NW	SOUTH OFF FIRST STREET	FIRST AVENUE		MINNOWA PLAT
SEQUOIA DRIVE	31	SW	OFF 103			
SERENITY LANE	15	SW	EAST OFF PINE BAY ROAD			
SHADYWOOD STREET	6	NW	BETWEEN MANHATTAN POINT BLVD AND SUMMIT-E/W RD			
SHAFER ROAD	33	SW	EAST OFF 3			
SHAMROCK ROAD	24	SE	E & S OFF BONNIE LAKES ROAD			
SHORES DRIVE	16	NW	WEST OFF PINE BAY TRAIL	WHT PINE SHR DR		
SILVER PEAK ROAD	7	NW	NE END OF IDEAL TWSHP SILVER PEAK ROAD			
SLEEPY VALLEY ROAD	26	SE	WEST OFF 36			PHELPS LAKE SHORE PLAT
SOUTH LANDING	5	NW	S OFF MANHATTAN POINT BLVD ACROSS LODGE			
STALEY LANE	7		S OFF SILVER PEAK RD/ JASON LANES			STALEY SHORES PLAT
SUGAR LOAF ROAD	33	SE	SOUTH OFF SHAFER ROAD			
SUMMIT AVENUE	6	NW	BETWEEN MANHATTAN POINT BLVD AND WHITEFISH			
SUNDANCE LOOP	16	NW	OFF OF COUNTY ROAD 66	UNNAMED		PRIVATE ROAD
SUNRISE BOULEVARD	30	SW	OFF WEST SHORE DRIVE			
SUNRISE ISLAND ROAD	30	SW	EAST OFF WEST SHORE DRIVE			
SUNSET DRIVE	19	SW	WEST OFF PLEASANT LANE			
SWANN DRIVE	21	NW, NE	BETWEEN COUNTY ROAD 66 & COUNTY ROAD 3	UNNAMED		
SYLVA LANE	29	NE	WEST OFF OF COUNTY ROAD 3			
TALL TIMBERS TRAIL	9	NW	E/W AT END OF LUMBERJACK LANE			
TALON TRAIL	16	SW	N/S AT END OF BALD EAGLE TRAIL			EAGLE PASS PLAT
TAMARACK LANE	13	NE	SOUTH OFF TAMARACK ROAD	MCCLINTOCK RD		
TAMARACK ROAD	13,24	NE	NW OF O'BRIEN LAKE	MCCLINTOCK RD		
TAMARACK TRAIL	13	NE	SOUTH OFF TAMARACK ROAD	MCCLINTOCK RD		
TIMBER LANE	18	NW	NORTH OFF HARBOR LANE			TIMBERLANE PLAT
TRAILHEAD LANE	9	NE	NORTH OFF OF DAGGETT PINE ROAD	UNNAMED		
TWIN BAY DRIVE	7	NW	SOUTH OFF GINSENG PATCH ROAD ANCHOR POINT			TWIN BAY SHORES

MASTER ROAD NAME INDEX

URBANS POINT ROAD	30	SW	NORTH OFF PERKINS ROAD	URBAN POINT ROAD	
VELVET LANE	24	SE	SOUTH OFF 36 AT NW SHORE OF VELVET LAKE		
VERNA DRIVE	5	NW	OFF MANHATTAN POINT BLVD NEXT TO LODGE		PINE VISTA PLAT
VISTA DRIVE	33	NW	SOUTH OF SCHAFFER ROAD		
WATERWOOD COURT	10	NE	S OFF DAGGETT PINE ROAD E OF WILDERNESS		
WEST RAVENWOOD DRIVE	32	SW	NORTH OFF OF FAWN LAKE ROAD		FAWN LAKE PARK FIRST ADDITION
WEST SHORE DRIVE	18,19,30	SW,NW	N/S FROM 16 TO 103		
WETLAND DRIVE	29		OFF OF E SHORE BLVD	UNNAMED	PRIVATE ROAD
WHIPPLE DRIVE	21	SW	EAST OFF OF COUNTY ROAD 3		DRIVE GOING THRU PUBLIC WORKS AREA
WHITE BIRCH LANE	21	NE	RUNS BETWEEN WILDWOOD DR AND TRAIL		
WHITE ISLAND DRIVE	6	NW	NORTH FROM WHITEFISH ROAD	ISLAND AVE	WHITE ISL BCH PLAT/PVT RD
WHITE OAK DRIVE	29,30	SW	NORTH OFF 103		OAKCREST PLAT
WHITE PINE TRAIL	10	NW	OFF WILDERNESS TRAIL		
WHITEFISH AVENUE	6	NW	OFF MANHATTAN POINT BLVD		A/K/A COUNTY RD 140
WHITEFISH ROAD	6	NW	SOUTH OFF WHITEFISH AVENUE	EDGEWATER BEACH	
WHITEFISH TRAIL	6	NW	EAST OFF WHITEFISH AVENUE	PINE TERRACE	
WHITEHAWK TRAIL	32	SW	NORTH OFF OF FAWN LAKE ROAD		FAWN LAKE PARK FIRST ADDITION
WILDERNESS TRAIL	2,3,9,10	NE,NW	N/S OFF DAGGETT PINE ROAD		
WILD WIND RANCH DRIVE	32	NE	SOUTH OFF OF COUNTY ROAD 103	UNNAMED	WILD WIND RANCH ESTATES PLAT
WILDWOOD DRIVE	21	NE	OFF WILDWOOD TRAIL		WILDWOOD ACRES PLAT
WILDWOOD TRAIL	21	NE	SOUTH OFF WILDWOOD DRIVE	RED OAK TRAIL	WILDWOOD ACRES PLAT
WILLWOOD LANE	31	SW	SOUTH OFF 103		
WINDSOR AVENUE	6		MANHATTAN POINT		
WOLF COURT	10		OFF WOLF TRAIL	UNNAMED	
WOLF TRAIL	10,15,16	NE,NW	NE/NW AT END OF PINE BAY ROAD		
WOODLAND AVENUE	6				NO STRUCTURES
WOODLAND DRIVE	6	NW	WEST OF NORTHWOOD AVE- MANHATTAN POINT		PLAT ROAD NAME