

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, MAY 2, 2022
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, May 2, 2022 in City Hall. The following Commission Members present: Tom Swenson, Mic Tchida, Gordon Wagner, and Bob Frey. Tim Berg was absent. Also in attendance were City Administrator Mike Lyonais, City Clerk Char Nelson, Council Liaison Dave Nevin, City Engineer Phil Martin, Council Members Marcia Seibert-Volz, Dave Schrupp, John Andrews and Aaron Herzog, and Heavy Equipment/Sewer Operator Seth Wannebo.

1. The meeting was called to order at 4:00 P.M. by Tom Swenson.
2. A MOTION WAS MADE BY MIC TCHIDA, SECONDED BY BOB FREY TO APPROVE THE APRIL 4, 2022 MEETING MINUTES. AYES: ALL.
3. Phil Martin reviewed the construction schedule for the sanitary sewer extension project, noting that it would be completed in two phases. Phase 1 construction is planned from May 1, 2022 to July 1, 2022 and Phase 2 construction is planned from July 1, 2022 to August 31, 2022. Bolton & Menk staff is working with property owners to identify sewer service connection locations. 6 of the 13 temporary easements from property owners have been obtained. Phil Martin reported that advanced warning road closure signage was put up last week as requested by Crow Wing County and many businesses have complained that the road closure verbiage will deter visitors from coming to Crosslake. The signs have now been moved so that they are closer to the construction site and more detailed signage regarding detours and access to businesses will be added.

Included in the packet for Commission information was the preliminary estimate of potential connection charges for Moonlite Bay, Moonlite Square and Car Wash. The City is still collecting flow data from 2022 which will help develop an approach with these three properties to set their connection charge. Dave Nevin stated that some residents thought the City would have someone on board to bring the pipe from the street to their house and asked if the property owners could contact the contractor to see if they would do the connection. Phil Martin replied that a list of local companies that could assist in the connection of these services was given to all property owners and noted that the primary focus of Casper Construction was to complete the project. Dave Nevin stated that the list included names of excavators and thought boring would be better than digging.

Phil Martin stated that the City is still negotiating with the Log Church for obtaining a stormwater easement. The City paid Simonson Lumber \$6,500 for a stormwater easement on their property and offered the same amount to the Log Church. The Log Church is asking for \$15,000. Tom Swenson stated that Pastor Holmen made a pitch for the City to improve the dirt road behind the church which is dirt because the front accesses may be closed during construction and Tom Swenson suggested that they negotiate improving the road with a reduction in the stormwater easement cost. Phil Martin stated that the contractor knows that one access to the church needs to be open. Bob Frey noted that the church correspondence uses “utility easement” and “stormwater easement” and questioned if they understand that the

easement is for stormwater. Phil Martin stated that the correct term is “stormwater utility easement” and the church is aware.

The Commission discussed Ted Strand’s ideas of extending the sanitary sewer further on CSAH 16 for future connection by property owners in Loveland Harbor and extending sanitary sewer to the west side of CSAH 66 across from the Car Wash for a future Bourbon Room connection. The Engineer has had no discussions with any of these property owners and obtained quotes only on Mr. Strand’s recommendations. The estimated cost for future Loveland Harbor access is \$20,675 and the estimated future Bourbon Room access is \$10,380. A discussion ensued regarding whether the County would allow this type of connection in the County road in the future, whether the City should spend additional funds, and whether these would be favorable placements for extensions. A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MIC TCHIDA TO RECOMMEND THAT THE CITY COUNCIL CONSIDER EXTENDING SANITARY SEWER TO THE WEST SIDE OF CSAH 66 ACROSS FROM THE CAR WASH FOR A FUTURE BOURBON ROOM CONNECTION. AYES: ALL.

Phil Martin gave a brief update on the 2022 Street Improvements. The construction contracts were submitted to Anderson Brothers for execution and Bolton & Menk has not received those back. Once those are received a pre-construction meeting will be scheduled.

Letters were sent to property owners along the portion of Harbor Lane that did not have a dedicated public easement or right-of-way in order to initiate a conversation regarding the City’s interest in obtaining an easement for the existing road.

Phil Martin provided a copy of the existing Capital Improvement Plan (CIP). Mr. Martin asked for direction on the CIP update and whether to simply update unit costs for existing roads on the list or to completely redo CIP by having the roads re-rated. Mr. Martin stated that if Ted Strand were here, he would know which roads should be prioritized or added to the list. Phil Martin stated that the City should try to preserve roads with sealcoats and overlays rather than waiting until they needed to be reconstructed. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY MIC TCHIDA TO RECOMMEND THAT THE CITY COUNCIL UPDATE THE CAPITAL IMPROVEMENT PLAN WITH CURRENT UNIT COSTS. A lengthy discussion ensued regarding whether to wait for a new director to start, adding roads that are starting to deteriorate to the list, and pending projects with the County for sidewalks and new intersection at CSAH 3 and CSAH 66. AYES: ALL.

It was noted that all Council Members were in attendance and that only two were able to speak to avoid Open Meeting Law violation. A lengthy discussion ensued regarding whether the meetings should be posted as special council meetings. The Council stated that they like to be informed of what is happening. Bob Frey suggested that the minutes for the meeting be completed by the following Monday so that the Council can have the minutes in their Council packets. Mike Lyonais stated that staff’s workload would not always allow that.

Bob Frey had asked the Engineer to check on the warfare and terrorism clause in their contracts. Phil Martin stated that they have not required one but that it can be added in the future. Bob Frey stated that it would be better to be proactive rather than reactive to vandalism due to terrorism.

Phil Martin reached out to Ken Tormanen of KAMCO to discuss the Mastic product. Mastic is used on wider cracks that tend to hold water. Mastic adheres better and plows don't pull it off. Additional information was included in the packet.

4. Mike Lyonais provided an update on the oxidation ditch building improvement and stated that staff received more quotes to finish the project including concrete floor, insulation, wiring, lighting and in-floor heat. The estimate so far is \$41,000 and there is \$60,000 in the 2022 Budget. The only quote outstanding is for a boiler. A lengthy discussion ensued regarding what the building will be used for, when the building would start being used, and whether part can be done now and part later. Mike Lyonais stated that he is in favor of completing a project once it starts. A MOTION WAS MADE BY GORDON WAGNER AND SECONDED BY MIC TCHIDA TO DIRECT STAFF TO OBTAIN A QUOTE FOR THE ENTIRE BUILDING AND BRING AN ITEMIZED ESTIMATE TO THE JUNE MEETING. AYES: ALL.
5. Phil Martin gave a brief update on the clarifier project, stating that the estimated delivery of mid-May has been postponed to fall.
6. A MOTION WAS MADE BY MIC TCHIDA, SECONDED BY TOM SWENSON TO ADJOURN THE MEETING AT 5:45 P.M. AYES: ALL.



Charlene Nelson
City Clerk