

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, AUGUST 7, 2023
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, August 7, 2023 in City Hall. The following Commission Members were present: Tom Swenson, Bob Frey, Tim Berg, Gordon Wagner, and Mic Tchida. Also in attendance were City Administrator Mike Lyonais, Public Works Director Pat Wehner, Park Director TJ Graumann, Council Liaison Dave Nevin, Council Member Marcia Seibert-Volz, City Engineer Phil Martin and City Clerk Char Nelson. There were six people in the audience.

1. The meeting was called to order at 4:00 P.M. by Tom Swenson.
2. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY BOB FREY TO APPROVE THE MEETING MINUTES OF JULY 5, 2023. MOTION CARRIED WITH ALL AYES.
3. The Commission considered a right of way (ROW) vacation request from John & Carolyn Forney and Brian & Cheryl Evenson on Whitefish Ave. John Forney provided a lengthy history of the area. Currently the applicants use the ROW as a driveway to access their properties. The driveway on the ROW was developed before either party purchased their property. The parties are now experiencing erosion problems from the ROW and are willing to pay to correct the problem if the ROW is vacated.

Mic Tchida stated that he is not in favor of vacating ROW's and stated that the property owners knew it was there when they purchased their land. Tom Swenson stated that the public does not know that it exists because it looks like a driveway and it would be a good place for the public to view the lake and keep as green space. Mr. Swenson is not in favor of giving up ROW's. John Forney stated that the erosion needs to be dealt with. Mic Tchida stated that he used landscaping to avoid erosion. Tom Swenson questioned if development on the ROW increased the erosion problem.

A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY GORDON WAGNER TO DENY THE RIGHT OF WAY VACATION REQUEST FROM JOHN AND CAROLYN FORNEY & BRIAN AND CHERYL EVENSON ON WHITEFISH AVE. After some discussion, Mic Tchida withdrew his motion and Gordon Wagner withdrew his second to the motion.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO DIRECT PHIL MARTIN AND PAT WEHNER TO REVIEW THE PUBLIC RIGHT OF WAY AND BRING TO THE PUBLIC WORKS COMMISSION IDEAS OF HOW TO FIX THE EROSION PROBLEMS. MOTION CARRIED WITH ALL AYES.

4. Joe Christensen, representative for David and Pamela Webster, reported that the Council reviewed the request to vacate this road right-of-way at its June meeting and that there was no support to do so. The applicants changed the request from vacate to relocate the existing right-of-way from its current location running through the center of the property, to the western side of the property. The new location is adjacent to an existing public right-of-way. The Park and Recreation/Library Commission was in favor of the vacation and relocation with the following conditions:
- 1) The relocated ROW will be made 20' wide on the north end at the public street and 30' wide on the south end at the lake shore so as to provide a bigger public viewing area at the top of the bluff;
 - 2) The Websters will grant an additional 10' wide conservation easement adjoining the east side of the relocated ROW to provide a green buffer strip; and
 - 3) The conservation easement will also include a stipulation that the 10' side yard setback be measured from the east side of the conservation strip.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MIC TCHIDA TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE RIGHT OF WAY VACATION REQUEST FROM DAVID WEBSTER AND ACCEPT PROPOSED LAND ON WEST SIDE OF 14060601 AS REPLACEMENT FOR PUBLIC RIGHT OF WAY SUBJECT TO CONDITIONS PROPOSED BY PARK AND REC COMMISSION. MOTION CARRIED 4-1 WITH WAGNER OPPOSED.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY MIC TCHIDA TO RECOMMEND THAT THE CITY COUNCIL DIRECT STAFF TO REMOVE THE "PRIVATE ROAD" SIGN ON NEWLY LOCATED PUBLIC RIGHT OF WAY. MOTION CARRIED WITH ALL AYES.

5. Phil Martin reviewed updates to the Road Improvement Plan. Mr. Martin stated that the City could sealcoat roads rather than overlay, however, sealcoat does not last as long. A lengthy discussion ensued regarding the ranking of the roads and how that is determined. Tom Swenson provided a proposed plan with the heavily trafficked roads and costs for sealcoat versus mill and overlay. Mr. Swenson suggested sealcoating roads ranked at 6 or 7.

Dick Sinclair of 14011 Tall Timbers Trail addressed the Commission and asked if the City considered the damage that would occur to the roads on the detour last summer. Mr. Sinclair stated that heavy trucks drove on them and they need repair. Patty Norgaard of 37104 Bunkhouse Road stated that traffic in Old Log Landing has increased since last summer because people realized it could be used as a short cut to their property.

Tim Berg left the meeting at 5:55 P.M.

Dick Sinclair stated that the Old Log Landing parking lot on County Road 66 had always been filled with Class 5 and the contractor filled it with sand after the sewer extension project was complete. The parking lot is washing out and needs repair. Mr. Sinclair stated that the retention pond across the street from the parking lot is full of weeds and looks terrible. He

asked if the silt fence could be removed. Phil Martin stated that staff is waiting for vegetation to grow in and that the dry summer has not helped.

The Commission discussed the road maintenance budget for 2024 and what roads to start with. Mike Lyonais stated that he would look into payment options for sealcoating because that is not an assessable project. Phil Martin stated that the City should have a road plan moving forward and an annual budget for road maintenance.

6. Pat Wehner provided updates from Public Works. Mr. Wehner reported that the new water trailer is in and it is being trimmed out with a pump and hose mount. Staff picked up the new 2-ton Chevy truck and delivered it to Crysteel to get trimmed out with box, sander, and lights. The wing will be installed once it comes in. Mr. Wehner stated that he would like to order the 2024 1-ton crew cab truck as soon as possible because delivery will be next year. There is no penalty to cancel the order. A discussion ensued whether or not the 2015 ¾-ton truck should be handed down to the Park Department.

A MOTION WAS MADE BY BOB FREY AND SECONDED BY TOM SWENSON TO RECOMMEND THAT THE CITY COUNCIL DIRECT STAFF TO ORDER A 2024 ONE TON CREW CAB, WHICH CAN BE CANCELLED, TO ADD THIS COST TO THE 2024 BUDGET, AND TO GIVE USED 2015 CHEVY 3/4 TON TRUCK TO PARK DEPARTMENT. MOTION CARRIED 3-1 WITH TCHIDA OPPOSED.

A MOTION WAS MADE BY BOB FREY AND SECONDED BY GORDON WAGNER TO RECOMMEND THAT THE CITY COUNCIL INCLUDE A 16' SNOW PUSHER IN THE 2024 BUDGET. MOTION CARRIED WITH ALL AYES.

A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY BOB FREY TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE ESTIMATE FROM ANDERSON BROTHERS IN THE AMOUNT OF \$11,204.88 TO REPAIR THE FENCING ON THE BIKE/WALKING TRAIL ON WEST SHORE TRAIL. Pat Wehner stated that there are funds in the 2023 Budget to pay for the repairs and the City will need to purchase pavers. MOTION CARRIED WITH ALL AYES.

Pat Wehner stated that volunteers are needed for the Right of Way Task Force, which will review the information provided by the Park Commission on each ROW in the City and make recommendation to Council on how to handle them. There were no volunteers from the Commission.

Patty Norgaard asked who paid for the beautiful retention pond at the Log Church. Phil Martin replied that the rain garden at the church was part of the sewer extension project and was paid for with the Water Quality Grant. Ms. Norgaard stated that the retention pond at the entrance of Old Log Landing is a reflection on the City and a committee should be formed to figure out a better solution to its appearance because it looks bad. Phil Martin stated that they are aware of the issue and didn't think a committee was necessary. Mr. Martin stated that they plan to regrade and reseed it. Tom Swenson suggested taking pictures and bringing the issue to the City Council. A MOTION WAS MADE BY TOM SWENSON AND

SECONDED BY MIC TCHIDA TO RECOMMEND THAT PATTY NORGAARD SERVE ON THE RIGHT OF WAY TASK FORCE ON BEHALF OF THE PUBLIC WORKS COMMISSION. MOTION CARRIED WITH ALL AYES.

Pat Wehner reported that once the water trailer is ready, the old water truck will be put up for auction along with used Ford 1-ton dump truck.

7. Tom Swenson asked the status of shouldering. Pat Wehner replied that they do not have enough manpower. Staff planned on renting a machine this summer, but time has not allowed.
8. A MOTION WAS MADE BY MIC TCHIDA AND SECONDED BY GORDON WAGNER TO ADJOURN THE MEETING AT 6:55 P.M. AYES: ALL.



Charlene Nelson
City Clerk