

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
TUESDAY, SEPTEMBER 3, 2024
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Tuesday, September 3, 2024, in City Hall. The following Commission Members were present: Tom Swenson, Bob Frey, Gordon Wagner, and Tim Berg. Dave Schrupp was absent. Also in attendance were Public Works Director Pat Wehner, City Clerk Char Nelson, City Engineer Phil Martin, Mayor Dave Nevin, Council Member Marcia Seibert-Volz and Deputy Clerk/City Treasurer Sharyl Murphy.

1. The meeting was called to order at 4:00 P.M. by Tom Swenson.
2. Bob Frey requested that his comment regarding 4” partitioned conduit be added to the 8/5/24 minutes.
A MOTION WAS MADE BY BOB FREY AND SECONDED BY GORDON WAGNER TO APPROVE THE MEETING MINUTES OF AUGUST 5, 2024 WITH REQUESTED CHANGE. MOTION CARRIED WITH ALL AYES.
3. Phil Martin provided an update on CSAH 3/66 Pedestrian & Intersection Improvements. Phase 1 is completed, and the electric is out and ready for Phase 2 to begin. Phil stated the contractor should be receiving incentive money for Phase 1 being completed ahead of schedule.

Phil and Pat removed some of the sealcoating this year since a couple of the roads were in decent shape and not needing it. Typically, roads are sealcoated every 5-7 years. Daggett Pine Road is now finished, and we received better pricing by going through the County to complete the work. The bid was for \$544,000 and completed for \$283,000. Sealcoating to be done in 2025 for \$72,338 & M/O for \$657,000 for year 2. Daggett Pine Road Trail and W. Shore Drive Trail look like they need it since it has been since 2003-2005 so the plan is to start chipsealing these 2 trails. Phil also said the pricing is so reasonable and asked if we want to add any additional roads with sealcoating or M/O to next year’s project?

Tom Swenson spoke regarding bike trail areas near Whitefish at the Lakes, from the Fire Hall to the bridge and from the bridge to Lakes Country Crafts & Cones. He is concerned we should add some of these older segments into this phase or be sure we add them in for next year’s project.

Marcia Seibert-Volz questioned if we can bond for the trails since we will not be bonding for the roads currently being financed from City reserves? Tom Swenson stated we could look into amending the 5 year plan to include trails or levy dollars under capital outlay for trail maintenance.

Discussion was made for departments maintaining the trails between Public Works or Parks. Tom Swenson suggested a motion to delegate either Public Works or Park & Rec, but Dave Nevin said we are adding more and more trails, and this will be a big task for one department and thinks it should be split between both departments. We can bring this to a council meeting to vote on and a motion to be made then. Pat Wehner said he and TJ Graumann-Park and Rec Director will figure it out between them for now.

Phil Martin discussed adding chipsealing to a couple of the trails to see how it holds up and then continue with the remainder of the trails after a couple of years if it holds up well. The price is approximately \$62,000 for chip sealing and he would start with the W. Shore Drive Trail and Daggett Pine Road Trail.

Gordon Wagner asked how much is being budgeted a year for road construction. \$1M Phil Martin answered and said we are only using approximately \$600,000 since we can get by with just the seal coating and M/O. Harbor Lane, we are waiting to see if this is being added or waiting for next year. Also, we are still waiting on the easement signature agreements to be drafted by the attorney. Phil will follow up with the residents and hopes to have all signed agreements for our October 7th meeting.

Tom Swenson questioned if we pay for 2024 road projects from reserves, can we get reimbursed for those funds in a bond issue next year? He also thought we should add into our budget for chipsealing trails each year.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO RECOMMEND TO THE CITY COUNCIL THAT THEY PROCEED WITH YEAR 2 PLAN PLUS \$62,000 CAPITAL OUTLAY FOR W. SHORE DR. AND DAGGETT PINE ROAD TRAILS IN 2025. MOTION CARRIED WITH ALL AYES.

Phil Martin is asking if we can look for some old past records to see how blacktop overlay was done in 2003. Was it 2" or 4"? His goal is to have at least 3-1/2" blacktop. We also have to be sure it that it ties into each of the resident's driveway and not draining into their property or their driveways.

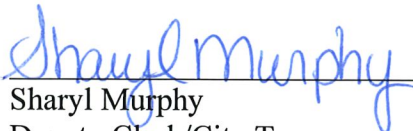
Harbor Lane Improvement Residents: Cripps, Smith, Kavanaugh, Moengen and Arvig are all on board with costs. Their only concern was to be sure they will be able to access their property with the easements.

September 10th @ 10:00 there will be a meeting for Crosslake Web GIS. With this website, the city will be able to attach files to the web page.

Phil Martin provided an update on the Cemetery and said the easement has been completed and now finalizing the final plat. Lots have already been staked.

4. A MOTION WAS MADE BY BOB FREY AND SECONDED BY TIM BERG TO RECOMMEND THAT THE CITY COUNCIL APPROVE THE ENGINEERING PROPOSAL FOR THE YEAR 2 IMPROVEMENT PROJECTS. MOTION CARRIED WITH ALL AYES.

5. Tom Swenson stated that the commission should go over the Public Works & Sewer budget providing some input with Pat Wehner and Lori Conway – City Administrator. Pat stated he has already worked with Lori on his budget for next year but will keep this in mind for next year.
6. A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY TIM BERG TO ADJOURN THE MEETING AT 5:00 P.M. MOTION CARRIED WITH ALL AYES.



Sharyl Murphy
Deputy Clerk/City Treasurer