

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, DECEMBER 2, 2024
4:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, November 4, 2024, in City Hall. The following Commission Members were present: Tom Swenson, Gordon Wagner, Tim Berg, Dave Schrupp and Bob Frey. Also in attendance were Public Works Director Pat Wehner & City Administrator Lori Conway. City Engineer Phil Martin was absent. There were 2 in the audience.

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

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY GORDON WAGNER TO APPROVE THE MEETING MINUTES FROM NOVEMBER 4, 2024. MOTION CARRIED WITH ALL AYES.

Discussion on Ordinance Amending Chapter 42, Clearing Snow from Streets, Sidewalks and Rights-of-Way. We received a letter from a current Crosslake Resident stating that if we do not clear and maintain the snow, we will not be compliant with ADA Requirements. The ordinance calls for the owners to clear and maintain the sidewalks next to their property. Tom stated it will be impossible for the sidewalks to remain clean as the County plows and not having a place to put the snow. Lori mentioned we do not have the equipment or the staff to be able to keep the sidewalks clear. After the County plows, there is nowhere for the city to put the snow, and Public Works will have to purchase equipment to haul the snow away for this to happen. The equipment Public Works currently has is too wide to fit on a sidewalk and will tear up the owner's lawns. It was also brought up that an ADA Challenge is tough to defend.

Bud Roberts spoke on behalf of Crosslake Community School and is concerned about the liability if someone should slip and fall and wanted to know who is liable? They hire a plowing company that comes before school hours to plow when necessary. His concern is who will plow these sidewalks after the County plows throughout the day? He feels since we haven't had the sidewalks in the past, we should close them for the winter months or seasonally.

Cindy Myogeto, Crosslake Chamber Director, spoke and mentioned that there is no use for the CSAH 66 sidewalk to be cleared of snow. But the remainder of the sidewalks does add value to the businesses that remain open in the winter.

Lori has left the attorney a message and is waiting to hear back from him about what needs to be done. Can we mark these as a seasonal sidewalk, and do we have to maintain the CSAH 66 Sidewalk in the winter due to ADA requirements? Lori will also check with other communities regarding sidewalk snow removal issues.

Gordon brought up if we plow the sidewalks by Andy's Bar and Restaurant that Ideal Snowmobile Club will have to move their trail for the Snowmobilers. It was also mentioned that if we mark the sidewalks as trails, we will not have to maintain the sidewalks for the snow.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND TO THE CITY COUNCIL TO PURCHASE SIGNS TO MARK ALL THE NEW SIDEWALKS TO SAY "NO SNOWMOBILES OR MOTORIZED VEHICLES" AND TO HAVE ALL SIGNS INSTALLED BY THE PUBLIC WORKS DEPARTMENT. MOTION CARRIED WITH ALL AYES.

Lori mentioned, once we hear back from our Attorney on who is to clear the sidewalks, that is it possible to purchase a piece of equipment for Public Works to maintain all sidewalks from the remaining funds of our Road Construction funds? Lori will also share her questions and the answers she receives back from our Attorney.

Pat spoke on behalf of Phil's absence regarding CR 103 Trail Discussion for off road trails. Dave mentioned that the commission would like to see the design for the CSAH 103 resurfacing project when they become available.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TOM SWENSON TO RECOMMEND THE CITY COUNCIL THAT THEY FOLLOWUP WITH THE COUNTY AND REQUEST A COPY OF THE DESIGN AND ALSO RECOMMEND THE COUNTY CONSIDER 11 FOOT DRIVING LANES AND INCREASE THE SHOULDERS FROM 4 FEET TO 5 FEET. MOTION CARRIED WITH ALL AYES.

Pat gave an update on Milinda Shores and Harbor Lane for 2025. Tom stated our current attorney and his response time in meeting city needs is unacceptable. Pat also mentioned if we do add Trails to E. Shore Drive that we will need to expand the sewer collection system in that area prior to constructing a trail.

Old Business for Future Agenda:

1. Harbor Lane easement status from Attorney
2. Johnnie Street update
3. Response Letter to Crow Wing County's response to us on reducing drive lane width to increase bike lanes on CR 103, 2026 County Project. We need to share their letter with the new council.
4. Ground Rod repair cost resolution
5. Snow Removal Ordinance status
6. Estimated Sidewalk Snow removal equipment and labor costs. (Pat) Funds left over to use from overall roundabout/walkability project just completed to purchase the necessary equipment.
7. Snowmobile trails through Town. What are the Snowmobile Club's plans?
8. No-Motorized Vehicle Signage on new sidewalks, purchase and install soon.

9. Overall (City Managed) Trail plan:

1. City wide
2. Town Square

Pat gave an update on Loon Center update and talked about a proposed trail going behind the Loon Center and into the woods down to Andy's that they would like to see in the future.

Tom talked about having too many committees for all the trails and that maybe we need to recommend to the City Council that they hold a special meeting with all parties involved with the trails. This would include Attorney, Bolten & Menk, Public Works, Park & Rec, Crosslakers, WSN, Loon Center and Lakes Foundation. By involving all parties will help this be more organized and everyone will be together at once and understand who is in charge, maintain them and the purpose of future trails established.

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND THE CITY COUNCIL SCHEDULE A MEETING WITH ALL PARTIES INVOLVED WITH THE VARIOUS TRAILS. UNDER CONSIDERATION IN ORDER TO ELIMINATE CONFUSION REGARDING WHICH ENTITY IS IN CHARGE OF THE FUTURE TRAIL PROJECTS. MOTION CARRIED WITH ALL AYES.

Discussion by Public Works Director Wehner on how to present the expenses for the sewer plug to the parties involved. Alex Olson and the plug getting stuck caused most of the problems and expenses. Crow Wing Power says that the culvert repairs equal the same amount as moving the transformer and the payment is considered a wash. All items highlighted in yellow should be billed to Alex Olson to and see what they pay as a start is what Lori thought. Dave and Tom felt we should bill the entire amount to Alex Olson. Since it was their error to begin with and let them turn it into their insurance and then decide how we want to deal with Crow Wing Power. Once we see what the remaining balance is after insurance, we can meet with Crow Wing Power regarding the cost of moving the transformer.

Bob Frey gave his resignation and said he will not be renewing after his 3 year term.

They also requested a list of their term end dates.

Tom Swenson 2/1/2022-1/31/2025

Gordon Wagner 2/1/2023-1/31/2026 Tim Berg 2/1/2023-1/31/2026

Dave Schrupp 2/1/2024-1/31/2027 Bob Frey 2/1/2022-1/31/2025

A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY GORDON WAGNER TO ADJOURN THE MEETING AT 5:40 P.M. MOTION CARRIED WITH ALL AYES.

Sharyl Murphy

Sharyl Murphy
Deputy Clerk/City Treasurer