

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