

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, APRIL 6, 2026
3:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, April 6, 2026 in City Hall. The following Commission Members were present: Tom Swenson, Tim Berg, Dave Schrupp, Gordy Wagner & Mary Prescott. Public Works Director Pat Wehner was absent. Also in attendance were City Engineer Phil Martin, Council Liaison Robin Sylvester, and Deputy Clerk/City Treasurer Sharyl Murphy. Also present in the audience is Lori Prim-Sunrise Blvd. HOA Secretary/Treasurer

The meeting was called to order at 3:00 P.M. by Tom Swenson.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TIM BERG TO APPROVE THE MINUTES OF MARCH 2, 2026. MOTION CARRIED WITH ALL AYES.

Discussion was had regarding the change of draft ordinance amended by Char Nelson for developer roads to review. The developers will be aware of the changes and costs of chip sealing. Concern was had that we emphasize the need for developers to be informed and know all requirements regarding the subdivision ordinance and all standards for road construction. The Commission would like a copy of the ordinance for next month's meeting and have more discussion next month at May's meeting.

Update on Short Term Rental meters installed. One has been completed and seven are still waiting for parts. Pat will give an update at next month's meeting.

Update on the newly installed sewer meters and there are approximately 26 left to install. Pat will give an update at next month's meeting.

Phil gave an update on Harbor Lane and is still waiting for the grass to grow and has reached the appropriate establishment, we can close that project.

Phil discussed Sunrise Blvd and mentioned it was open for bids on March 31, 2026, and received 2 bids. The lowest bid was Anderson Brothers coming in \$40,000 less than anticipated. Anderson Brothers is very capable of the project doing good work and has been hired for other improvements in the city. Total amount of the bid came in at \$238,440 from Anderson Brothers.

Lori Prem 34250 Sunrise Blvd was present and had a couple of questions, but mainly there just to listen on the upcoming project. She mentioned that they want to move forward and petitioned for this project to be done but had questions regarding what the assessment amounts may be and how the city comes up with the amount of it. Phil mentioned that he thinks they will follow the same formula as they did in the past with Harbor Lane plus approximate 5-10% inflation. His share abouts on each parcel would estimate to be \$6,600 or

there about and can be paid all at once, interest free or spread out over a 10-year period with payments. There will be 17 homes being assessed and the City Council will determine the final amounts. They will then have a final assessment hearing in August or September 2026 and then have a chance to contest if there are any that feel they will too. Phil mentioned that Sunrise Blvd assessment hearing will be done separately since it will be financed differently. Lori Prem will communicate with the property owners as she is the Secretary/Treasurer and let them know that the bid did come in \$40,000 lower than anticipated. She mentioned that the majority are in favor of this project to be done and will let them know that there will be a City Council meeting on Monday, April 13th at 6:00. She also mentioned that there are some trees overgrowing and could use some trimming or removal and thought this should be done before the project starts. Tom stated that if the trees are in the right-a-way, it will be Public Works responsibility for removing them and if they are not in the right-a-way, it will be the property owner's responsibility for removal. Lori Prim will contact Pat Wehner, Public Works director, to discuss and have him stop by and look at the trees to decide who will be responsible.

A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY MARY PRESCOTT TO RECOMMEND THE CITY COUNCIL TO APPROVE ANDERSON BROTHERS TO PROCEED AS THE LOWEST BID \$238,440 FOR SUNRISE BLVD ROAD IMPROVEMENTS. MOTION CARRIED WITH ALL AYES.

Phil discussed Year-3 Improvements and stated that he will be meeting with the county tomorrow, April 7th. He announced that Anderson Brothers had the lowest bid to complete the road projects which is in our favor and they have done previous work for the city. They will announce their timeline and let us know when they plan to be in the city to work on the improvements.

Phil discussed Year-5 Road plan, and the public hearing is set for Monday, April 13th at 6:15. It will be more on the bonding financing approving end of it and take the necessary steps of the Mn Statute 475 Bonding Plan. Once this is completed the city can adopt a 5-year plan to move forward. Phil mentioned that the 3-year plan will be for M&O and not include the chip sealing. Chip sealing is not completed by Anderson Brothers. The county will present their bid for chip sealing, but Phil hasn't seen that yet.

Phil gave an update regarding County Road 103 and Perkins Road intersection for 2028. If the city is interested in the trail along CR 103 and Perkins Road, the city will have to have their plans done by September 2027 to be reviewed and in their packet. The city hired an archaeologist and mentioned that Mike O'Connell & LAKES Foundation paid for an Archaeological survey to look at County Road 103 cultural resources. They found 3 different mound configurations that bisect CR 103. Phil proposed to the city for \$2,000 to do some trail layouts and how they could go and intersect with the 3 mounds or what we can do when we have cultural resources options may be. Phil mentioned that we can build trail across the Indian Mounds or if their perspective is to avoid mounds and build a platform to go over it. Mike O'Connell said that LAKES Foundation will fund it.

A MOTION WAS MADE BY TIM BERG AND SECONDED BY DAVE SCHRUPP TO HIRE BOLTON & MENK TO COORDINATE TRAILS ON COUNTY ROAD 103 PRELIMINARY TRAILS WITH MIAC-MN INDIAN AFFAIRS COUNCIL FOR A FEE OF \$2,000 AND LAKES FOUNDATION WILL REIMBURSE THE CITY FOR FEES. MOTION CARRIED WITH ALL AYES.


Tim Berg had a question whether or if we had any updates regarding the sidewalk extension from Bald Eagle Pass to Marine Max entrance and Phil said that this has been put on hold for now since we have a few months, but we can start looking into some grants.

Loon Center discussion on the \$2.5M cash bond issued and is a cash bond that could have been signed over to the Loon Center but there were a lot of steps and timing for the Senate and House to pass. Now for future, we know what the steps will be.

Mad Rabbit Sewer Claim has no update and is still waiting for a response to the counter claim. More discussion on this next month.

Discussion on Robert Street updated with no parking on west side and was council approved. A camera was installed to view and monitor the boat launch traffic and the dock installers.

A MOTION WAS MADE BY GORDY AND SECONDED BY DAVE SCHRUPP TO ADJOURN THE MEETING AT 3:40 P.M. MOTION CARRIED WITH ALL AYES.



Sharyl Murphy
Deputy Clerk/City Treasurer