

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

1. Call to Order
2. Approval of March 2, 2026 Minutes (Motion)
3. Pat – Proposed Change to Developers Agreement and City Take Over Road Request
4. Pat – Short Term Rental Meter update on remaining to be installed
5. Pat – Remaining new meters to be installed for Businesses
6. Phil – Monthly Engineer Report- Harbor Lane Improvements, Private Development Roads, Year-3 Road Improvements, 5-Year Road Plan Update & Sunrise Boulevard Bidding
7. Discussion on Long Term Open Projects/Issues/Concerns:
 - Trail Updates
 - County Road Projects with Crosslake Updates
 - Loon Center Update
 - Bio Solids Study-John is working on the Study
 - Robert Street Access Traffic-2026 Discussion
 - Mad Rabbit Sewer Claim Updates
 - Sidewalk Extension Funding/Grant opportunities
8. Other Business That May Arise
9. Adjourn

CITY OF CROSSLAKE
PUBLIC WORKS COMMISSION
MEETING MINUTES
MONDAY, MARCH 2, 2026
3:00 P.M. – CITY HALL

Pursuant to due notice and call the Public Works Commission held its regular monthly meeting on Monday, March 2, 2026 in City Hall. The following Commission Members were present: Tom Swenson, Tim Berg. Dave Schrupp & Mary Prescott attended via Zoom. Gordy Wagner was absent. Also in attendance were Public Works Director Pat Wehner, City Administrator Lori Conway, City Engineer Phil Martin, Crow Wing County Engineering Manager Steve Stroschein, Council Liaison Robin Sylvester, and Deputy Clerk/City Treasurer Sharyl Murphy

1. The meeting was called to order at 3:00 P.M. by Tom Swenson.
2. A MOTION WAS MADE BY TIM BERG AND SECONDED BY DAVE SCHRUPP TO APPROVE THE MINUTES OF FEBRUARY 2, 2026. MOTION CARRIED WITH ALL AYES.
3. Pat discussed the draft ordinance amended by Char Nelson for developer roads to review. Added in the City Code 42-91 and that the developers must have the road paved and then chip sealed after one year at the owner’s expense to cover the city. The application had some changes and updates from Planning & Zoning Developer Agreement. The developers will be aware of the changes and costs of chip sealing. Discussion was had to modify the draft proposed ordinance language and add verification by the city engineer before the city will accept the new road of improvements as specified by the city engineer and allow borings/other required tests for consideration by the committee. 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. There were a couple of proposed changes and in addition to the Developers’ agreement and will have Planning & Zoning make a few more minor modifications to the packet and bring it to the City Council. Phil mentioned that if a Subdivision lays out what improvements are and can be based on our ordinance for both residential and commercial and reviewed, then the City Engineer will look at the ordinance and certain standards as it will have to be built to the city ordinance if they plan to turn the road over to the city later down the road. Dave would like to see a clause that any road going forward must follow all the guidelines and then wouldn’t have to worry about any issues and acceptance of all city standards.
4. Pat updated on the newly installed sewer meters and mentioned there are approximately 36 left to install.
5. Steve Stroschein gave an update on the upcoming Federal project for CSAH 66 County Bridge rehabilitation project. It has been approved at the Federal and State level and is now looking for approval from the city. It is projected to start June 1, 2026, and be completed by September 30, 2026. The bridge will always be open for one lane of traffic with a light on a trailer signaling each side of the bridge to alternate traffic. There will also be a temporary

crosswalk during the construction. The bridge updates new safety rails and will be replaced with wire bands and closer together for better safety improvements. After inspection they noticed that the concrete beams are heavy chloride and separating from the beams roughly 3'. They will mill off about 3" and restore it with concrete overlay for preventative measure. It is 45 years old, built in 1980. The ends of each bridge have some ends breaking off but superficial and will need a little patching. Boat traffic going under the bridge will be fine during all construction. There was a request that the East side of the road be done first to minimize disruption during peak times. There will be communication and the county website with updates daily on the progress of improvements.

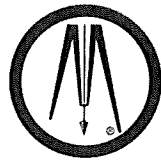
A MOTION WAS MADE BY TOM SWENSON AND SECONDED BY DAVE SCHRUPP TO RECOMMEND COUNCIL APPROVAL OF "RESOLUTION APPROVING COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS" MOTION CARRIED WITH ALL AYES

- 5. Discussion was made on the on the sidewalk extension from Bald Eagle Pass to Marine Max entrance. The County will be resurfacing that section of CSAH 66 in 2028. If the City wishes to fund the project or can obtain grant funds to complete the project in the future the curb can be removed to accommodate the sidewalk. Lori will explore funding options and will work with Phil on filling out the applications. Robin will investigate the TED grant for funding. Once we explore options for grant funding and TED grants for the sidewalk extension, we will discuss this in the upcoming meetings. There needs to be a strategy for this to happen, and we will keep this on the long-term discussion section of future agendas.
- 6. Phil and Pat discussed the Annual Bridge Inspections Report as standard protocol, and all looks good. Pat will follow up on the minor maintenance recommendations stated in the report.
- 7. Phil gave an update on Year-3 Road Improvements and said the County opened the bids and it came in a little less than our 3-year budget. Anderson Brothers has the bid, and we have had good luck with them in the past. Sunrise Blvd. we are bidding now and will be in the Echo for the next 3 weeks and will open on March 31, 2026. Phil met regarding the 5-Year Road Improvement plan last week with Jason Murray from David Drone Consulting and Lori to bring it forward to the council on Monday, March 10th for update and how it is being reconstructed using the Mn Statute 475 Bonding plan for the updated 5-year Road Improvement Plan, 2026-2030. Jason will also discuss the 2025 General Obligation Bond.
- 8. Lori gave an update on the Loon Center and noted that there is a special council meeting on Friday, March 6 at 11:00. The city has taken responsibility of the \$2.5M bond cash bill and noted that we would benefit if they can take us out as the Grantee and put it into the National

Loon Center therefore it would eliminate the city to be responsible for 37-1/2 years. Carrie Ruud will help with this.

13. Lori Conway gave an update regarding the Mad Rabbit Sewer Claim and said we are still waiting for a response to the counter claim. Lori asked how much we want to spend on the attorney fees. She will consolidate and bring all legal expenses to next month's meeting and see where we are at on expenses. They should be insured and maybe we will consider filing an insurance claim against them. More discussion on this next month.
16. Pat mentioned that Erik Klein with Public Works has passed his B wastewater license.
17. Pat – mentioned they are working on the snow removal for St. Patrick's Day parade and have hung all the lights ~~are up~~.
18. A MOTION WAS MADE BY DAVE SCHRUPP AND SECONDED BY TIM BERG TO ADJOURN THE MEETING AT 4:07 P.M. MOTION CARRIED WITH ALL AYES.

Sharyl Murphy
Deputy Clerk/City Treasurer



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& MENK**

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MEMORANDUM

Date: April 1, 2026
To: Pat Wehner, Public Works Director
From: Phil Martin, PE
Subject: Update for April 6, 2026 Public Works Meeting

Harbor Lane Improvements

The construction work is complete. We are waiting for turf establishment to reach the appropriate level at which point we can close out the project.

Private Development Roads– Below are general updates for property development that has expressed an interest in turning over their road to the City:

- River Trail Road (Cunningham) – Mike Cunningham contacted Pat and I indicating he intended to do soil borings on his road and complete construction of the turn lane and bypass lane.
- Grand Review (Miller) – No update

Year 3 Road Improvements – The County opened bids on February 18, 2026. The low bidder was Anderson Brothers. A preconstruction meeting has been scheduled by the County for Tuesday, April 7, 2026. We assume we will be provided the construction schedule at that meeting.

5-Yr Road Plan Update – We completed the Preliminary Engineering Report for the 5-Yr Road Improvement Plan Update. The City has scheduled a public hearing to consider the 5-Yr Road Plan and Stat 475 Bonding for April 13, 2026.

Sunrise Boulevard Improvements – The City received 2 bids on March 31, 2026. Anderson Brothers was the low bidder at an amount approximately \$40,000 below the engineer's estimate. We have provided our recommendation to award to Anderson Brothers.

6.b.



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Bolton-Menk.com

March 31, 2026

Pat Wehner, Public Works Director
City of Crosslake
13888 Daggett Bay Road
Crosslake, MN 56442

RE: Sunrise Boulevard Improvement Project – Bid Recommendation

Dear Pat:

Bids were opened on March 31, 2026, at 10:00 a.m. for the Sunrise Boulevard Improvement Project. Two (2) bids were received from the companies listed below (see Bid Abstract).

Company	Bid Amount
Anderson Brothers Construction Company	\$238,440
Kraemer Siteworks	\$380,972
<i>Engineer's Estimate</i>	<i>\$279,856</i>

The City of Crosslake and Bolton & Menk are familiar with Anderson Brothers Construction Company from Brainerd. As a result, we believe Anderson Brothers Construction Company to be the low responsive, responsible bidder. We recommend award to Anderson Brothers Construction Company in the amount of \$238,440.

Upon City award of the bid, we would prepare contracts with the selected contractor and schedule a pre-construction meeting to begin planning for construction activity. If you have any questions, please contact me at 218-821-7265.

Sincerely,
Bolton & Menk, Inc.

Phil Martin, PE
Principal Engineer

Cc: *Abstract of Bids*

60.

Sunrise Boulevard Improvements - Bid Tabulation													
City of Crosslake													
03/31/2026 10:00 AM CDT													
Item No	Spec No	Item Description	Units	Qty	Engineer Estimate		Anderson Brothers Company		Kraemer Steworks				
					Unit Cost	Total Cost	Unit Cost	Total Cost	Unit Cost	Total Cost			
1	2021.501	MOBILIZATION	LUMP SUM	1	\$15,000.00	\$15,000.00	\$14,000.00	\$14,000.00	\$25,000.00	\$25,000.00			
2	2101.502	GRUBBING	EACH	1	\$1,000.00	\$1,000.00	\$600.00	\$600.00	\$2,500.00	\$2,500.00			
3	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	4840	\$4.00	\$19,360.00	\$3.15	\$15,246.00	\$6.25	\$30,250.00			
4	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	SQ YD	53	\$12.00	\$636.00	\$10.00	\$530.00	\$18.00	\$954.00			
5	2105.607	COMMON EXCAVATION (P) (EV)	CU YD	1755	\$18.00	\$31,590.00	\$23.00	\$40,365.00	\$24.00	\$42,120.00			
6	2105.607	SUBGRADE EXCAVATION (EV)	CU YD	88	\$25.00	\$2,200.00	\$11.00	\$968.00	\$35.00	\$3,080.00			
7	2106.507	GRANULAR EMBANKMENT (CV)	CU YD	108	\$30.00	\$3,240.00	\$13.00	\$1,404.00	\$32.00	\$3,456.00			
8	2106.507	COMMON EMBANKMENT (LV)	CU YD	294	\$50.00	\$14,700.00	\$40.00	\$11,760.00	\$18.00	\$5,292.00			
9	2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	1010	\$38.00	\$38,380.00	\$39.00	\$39,390.00	\$58.00	\$58,580.00			
10	2118.507	AGGREGATE SURFACING (CV) CLASS 1	CY YD	60	\$50.00	\$3,000.00	\$65.00	\$3,900.00	\$65.00	\$3,900.00			
11	2231.604	BITUMINOUS PATCH SPECIAL	SQ YD	315	\$70.00	\$22,050.00	\$31.00	\$9,765.00	\$18.00	\$5,670.00			
12	2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GALLON	230	\$3.00	\$690.00	\$2.65	\$609.50	\$8.00	\$1,840.00			
13	2360.509	TYPE SP 12.5 NON WEARING COURSE MIX (2,C) (2.0" THICK)	TON	550	\$98.00	\$53,900.00	\$80.00	\$44,000.00	\$155.00	\$85,250.00			
14	2360.509	TYPE SP 9.5 WEARING COURSE MIX (2,C) (1.5" THICK)	TON	420	\$100.00	\$42,000.00	\$82.00	\$34,440.00	\$165.00	\$69,300.00			
15	2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SQ YD	71	\$100.00	\$7,100.00	\$135.00	\$9,585.00	\$95.00	\$6,745.00			
16	2540.602	MAIL BOX SUPPORT	EACH	7	\$300.00	\$2,100.00	\$165.00	\$1,155.00	\$850.00	\$5,950.00			
17	2563.601	TRAFFIC CONTROL	LUMP SUM	1	\$10,000.00	\$10,000.00	\$850.00	\$850.00	\$18,000.00	\$18,000.00			
18	2564.602	SALVAGE AND REINSTALL SIGN	EACH	6	\$300.00	\$1,800.00	\$110.00	\$660.00	\$400.00	\$2,400.00			
19	2573.501	STABILIZED CONSTRUCTION EXIT	EACH	2	\$2,500.00	\$5,000.00	\$800.00	\$1,600.00	\$2,500.00	\$5,000.00			
20	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	LIN FT	90	\$5.00	\$450.00	\$5.50	\$495.00	\$35.00	\$3,150.00			
21	2575.501	TURF ESTABLISHMENT TYPE 1	ACRE	0.19	\$14,000.00	\$2,660.00	\$18,250.00	\$3,467.50	\$6,500.00	\$1,235.00			
22	2575.501	TURF ESTABLISHMENT TYPE 2	ACRE	0.2	\$15,000.00	\$3,000.00	\$18,250.00	\$3,650.00	\$6,500.00	\$1,300.00			
					Total	\$279,856.00	Total	\$238,440.00	Total	\$380,972.00			