Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

AGENDA

Crow Wing County Board of Commissioners
Regular Meeting

03/10/2026
9:00 AM
County Board Room, 3rd Floor, Historic Courthouse, Brainerd MN

*Note: Times are approximate

The agenda has been published as shown below but is subject to change to include such business as may come before the Board.

ATTEND IN-PERSON OR BY MICROSOFT TEAMS (CALL 218-302-1725, CONFERENCE ID: 235 601 745#); LIVESTREAM AVAILABLE AT WWW.CROWWING.GOV OR ON THE CROW WING COUNTY YOUTUBE CHANNEL

ONE OR MORE MEMBERS OF THE COUNTY BOARD MAY ATTEND REMOTELY

1. **9:00 AM Call to Order and Pledge of Allegiance**

2. **Open Forum**

3. **Review and Approve Minutes**

   3.1. 02/24/2026 Regular County Board Meeting Minutes

4. **Review and Approve Agenda**

5. **Consent Agenda - Items are generally defined as items of routine business, not requiring discussion, and approved in one vote. Commissioners may elect to pull a Consent Agenda item(s) for discussion and/or separate action.**

   5.1. Bills
   5.2. Personnel Actions
   5.3. Exempt Gambling Permit - Mule Deer Foundation
   5.4. 2026 New On-Sale Wine and Beer License
   5.5. S&M Dairy Feedlot Permit
   5.6. Timber Permit Extension

5.7. Application for Cancellation of Forfeiture
5.8. Termination of Tax Forfeited Land Contract
5.9. 2026 CIP Budget Amendment Unit 7504 Replacement
5.10. Award Contract No. 26004 for Project SAP 018-611-030
5.11. Award Contract No. 26009 for Project CP 18-200-142
5.12. Award Contract for Contract No. 26007 for Projects CP 18-200-145 and CP 018-300-060
5.13. Establish a Priority List of Bridges Eligible for State Bridge Bonds and Town Bridge Funding
5.14. Performance Review Summary for Veterans Service Officer
5.15. Performance Review Summary for County Administrator

6. **National Agriculture Week Proclamation**

6.1. National Agriculture Week Proclamation

7. **Community Services**

7.1. Resolution Declaring a Public Health Nuisance at 1921 Daggett Hall Rd, Brainerd, MN 56401

8. **Land Services**

8.1. Keith Soderman – Land Use Map Amendment
8.2. William Schrader – Land Use Map Amendment
8.3. Sorenson Lake Estates – Preliminary Plat
8.4. Mary & Raymond Zabilla – Final Plat

9. **County Sheriff**

10. **County Attorney**

11. **County Administrator**

12. **Additional Business**

13. **Adjournment**

County Board Correspondence

03/10/2026 Correspondence

For more information, call 218-824-1067
Crow Wing County Board of Commissioners meeting agendas are available online at
www.crowwing.gov

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Administration	Amber Berent
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: 02/24/2026 Regular County Board Meeting Minutes

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:

Approve the minutes of the February 24, 2026, regular County Board meeting.

Approximate length of presentation:

Crow Wing County
Board of Commissioners

Regular Meeting Minutes

02/24/2026
9:00 AM

County Board Room, 3rd Floor, Historic Courthouse,
Brainerd MN

1. **9:00 AM Call to Order and Pledge of Allegiance**

Present: Paul Koering (remote), Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

Also Present: County Administrator Deborah A. Erickson, County Attorney Kelsey Hopps, Administrative Coordinator Amber Berent

2. **Open Forum**

Jane Ahlstrom spoke to the Board about the 287g agreement and how the SAVE Act may impact the county budget.

Jeff Tornow spoke to the Board about the 287g agreement and its financial impact to the county.

Judith Piepgras spoke to the Board about the 287g agreement and the ISGA Contract.

Tim Quincer spoke to the Board about the 287g agreement and the risk/liability to the county because of it.

Tom Jacobson spoke to the Board to voice his support of law enforcement and thanked the board for supporting and protecting area law enforcement.

3. **Review and Approve Minutes**

3.1 02/10/2026 Regular County Board Meeting Minutes

Approved the minutes of the February 10, 2026, regular County Board meeting.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jamie Lee
SECONDER:	Jon Lubke
AYES:	Paul Koering, Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

4. **Review and Approve Agenda**

Approved the agenda of the February 24, 2026, regular County Board meeting.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steve Barrows
SECONDER:	Jamie Lee
AYES:	Paul Koering, Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

5. **Consent Agenda - Items are generally defined as items of routine business, not requiring discussion, and approved in one vote. Commissioners may elect to pull a Consent Agenda item(s) for discussion and/or separate action.**

Approved the following consent agenda.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Jon Lubke
SECONDER:	Steve Barrows
AYES:	Paul Koering, Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

5.1 Bills

Approved the following expenditure listing for February 24, 2026, with the full listing available on file in the Office of the Administrative Services Director:

General Fund	203,238.72
Restricted & Committed Funds	31,068.69
Highway Fund	1,330,659.75
Community Services Fund	40,477.92
Solid Waste (Non-Landfill) Fund	30,831.98
Land Management Fund	4,988.01
Unorganized Territories Fund	3,008.83
Capital Projects Fund	175,772.76
Landfill Fund	109,151.50
Child Protection	237.09
State of Emergency	4,372.78
	$1,933,808.03

5.2 Personnel Actions

Approved the Human Resource Report for Personnel Actions dated February 24, 2026, as on file.

5.3 Exempt Gambling Permits - North Country Chapter of Pheasants Forever

Approved the Minnesota Lawful Gambling Application for Exempt Permits for the North Country Chapter of Pheasants Forever Inc to be held on the date of March 28, 2026, at Dennis Drummond Wine Company, Town of Long Lake subject to all State Laws and upon approval of said dates, the applicants submitting a copy of reports required by the State.

5.4 Award Contract for Contract No. 26002 for Project CP 18-170-03

Authorized entering into a contract between Marvin Tretter, Inc. and Crow Wing County in the amount of $2,330,735.12 for Project CP 18-170-03 (Reconstruction of County Road (CR) 170 between the West County Line and Knollwood Dr, in the City of Baxter) and authorized the Chair of the County Board and County Administrator to sign said contract subject to review by the County Attorney.

5.5 Award Contract for Contract No. 26003 for Bituminous Resurfacing

Authorized entering into a contract between Anderson Brothers Construction Company of Brainerd, LLC and Crow Wing County in the amount of $7,573,383.01 for Projects SAP 018-610-011, SAP 018-616-020, SAP 018-627-005, CP 18-103-04, CP 18-121-06, CP 18-126-04,

CP 18-159-03, CP 18-300- 38, CP 018 -500- 010, CP 018- 500-011, and SAP 018-600 -036 (Bituminous reconditioning on County State Aid Highway (CSAH) 10 between Trunk Highway (TH) 18 and CSAH 14, CSAH 16 between TH 371 and Peoria Rd, CSAH 27 between State Park and TH 371, County Road (CR) 103 between CSAH 39 and CSAH 3, CR 121 between CR 131 and 1.3 Mi North of CSAH 2, CR 126 between the West County Line and TH 371, CR 159 between TH 18 and CSAH 8, First Assessment District (FAD) Roads, City of Crosslake Roads, Bay Lake, Center, Jenkins, Oak Lawn, and Mission Township Roads) and authorized the Chair of the County Board and County Administrator to sign said contract subject to review by the County Attorney.

5.6 Award Contract for Contract No. 26012 for Projects CP 018-200-164 & CP 018-300-061

Authorized entering into a contract with Allied Blacktop Company in the amount of $450,139 for projects CP 018-200-164 & CP 018-300-061 (Bituminous Crack Sealing of County Highways, Pequot Lakes, Mission Twp) and authorized the Chair of the County Board and County Administrator to sign said contract subject to review by the County Attorney.

5.7 Award Contract for Contract No. 26013 for Project CP 018-200-165

Authorized entering into a contract with Farner Asphalt Sealers in the amount of $243,538.08 for project CP 018-200-165 (Bituminous Crack Sealing of County Highways and Oak Lawn Twp.) and authorized the Chair of the County Board and County Administrator to sign said contract subject to review by the County Attorney.

5.8 Award Contract for Contract No. 26016 for Projects CP 018-200-168 & CP 018-300-063

Authorized entering into a contract with Landwerx, LLC in the amount of $63,525.00 for projects CP 018-200-168 & CP 018 -300-063 (Street Sweeping for County and FAD Roads) and authorized the Chair of the County Board and County Administrator to sign said contract subject to review by the County Attorney

5.9 Award Contract for Contract No. 26017 for Projects CP 018-200-172 & CP 018-300-065

Authorized entering into a contract with Corbin Excavating in the amount of $210,021.75 for projects CP 018-200-172 & CP 018 -300-065 (2026/2027 Dust Control for County and FAD Roads) and authorized the Chair of the County Board and County Administrator to sign said contract subject to review by the County Attorney.

6. **Community Services**

6.1 BLADE/Opioid Internal Funding Request

Approved the proposed internal expenditures using BLADE/Opioid funding.

- $52,000 – Culture of Wellness (Community Services Mental Health Program for Internal Staff)
- $46,000 – Sheriff's Office Mental Health Program
- $1,000 – Youth Scholarship for a person High School aged or younger to participate as a Youth Sector Representative in the Drug Free Communities Grant Work.
- $5,000 – Community Correction Bike Program

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steve Barrows
SECONDER:	Jon Lubke
AYES:	Paul Koering, Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

7. **County Highway**

7.1 Safe Streets and Roads for All (SS4A) Grant Agreement

Approved Resolution **2026-16** (attached): Safe Streets and Roads for All Grant Agreement.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steve Barrows
SECONDER:	Jamie Lee
AYES:	Paul Koering, Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

7.2 Issue Request for Proposals for Comprehensive Safety Action Plan

Authorized and directed the County Engineer to solicit proposals from qualified engineering and planning consultants to develop a Comprehensive Safety Action Plan utilizing the combined $250,000 in federal SS4A and state IIJA matching grant funds in order to advance proactive, data-driven strategies to reduce serious and fatal crashes.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Steve Barrows
SECONDER:	Jon Lubke
AYES:	Paul Koering, Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

8. **Veteran's Services**

8.1 2025 Veteran Service Office Report

9. **County Sheriff**

County Sheriff Eric Klang gave an update.

10. **County Attorney**

11. **County Administrator**

12. **Additional Business**

13. **Closed Session**

Entered Closed Session at 10:32 AM.

RESULT:	**ENTERED CLOSED SESSION [UNANIMOUS]**
MOVER:	Jamie Lee
SECONDER:	Steve Barrows
AYES:	Paul Koering, Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

13.1 Performance Review for Veterans Service Officer Erik Flowers pursuant to MS 13D.05, Subd 3 (a)

13.2 Performance Review for County Administrator Deborah Erickson pursuant to MS 13D.05, Subd 3 (a)

Adjourned Closed Session at 12:28 PM.

RESULT:	**ADJOURNED CLOSED SESSION [UNANIMOUS]**
MOVER:	Jamie Lee
SECONDER:	Jon Lubke
AYES:	Paul Koering, Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

14. **Adjournment**

Adjourned at 12:29 PM.

RESULT:	**ADJOURNED [UNANIMOUS]**
MOVER:	Steve Barrows
SECONDER:	Rosemary Franzen
AYES:	Paul Koering, Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

County Board Correspondence

County Board Correspondence 02/24/2026

_____
Rosemary Franzen, Chair
Board of County Commissioners

_____
Deborah A. Erickson
County Administrator

Prepared by Amber Berent

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

DATE: February 24, 2026 **Resolution: 2026-16**
OFFERED BY COMMISSIONERS: Barrows and Lee
AYES: Koering, Lubke, Barrows, Franzen, Lee;

RESOLUTION AUTHORIZING EXECUTION OF THE SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT AGREEMENT

WHEREAS, the Infrastructure Investment and Jobs Act (IIJA) established the Safe Streets and Roads for All (SS4A) discretionary grant program to support local initiatives aimed at preventing roadway fatalities and serious injuries; and

WHEREAS, Crow Wing County applied for funding through the U.S. Department of Transportation (USDOT) and Federal Highway Administrations (FHWA) Safe Streets and Roads for All (SS4A) Grant Program to develop a Comprehensive Safety Action Plan; and

WHEREAS, the Safety Action Plan will identify projects, strategies, and prioritized actions to reduce roadway fatalities and serious injuries throughout Crow Wing County; and

WHEREAS, the Safety action plan will set an eventual goal of zero roadway deaths and serious injuries on our region's roadways and create healthy, safe, equitable mobility for all, and

WHEREAS, a Safety Action Plan will allow for the County to center efforts around the people most impacted by traffic crashes and, upon plan adoption, would make counties and municipalities eligible to apply for Implementation Grant funds through the Safe Streets and Road for All discretionary grant program.

WHEREAS, Crow Wing County has been awarded an SS4A grant in the amount of $200,000 for the development of a Comprehensive Safety Action Plan that will include data-driven safety analysis, public and stakeholder engagement, identification of high-risk roadway locations, and prioritized strategies to improve transportation safety throughout the County; and

WHEREAS, the SS4A grant requires a local match in the amount of $50,000; and

WHEREAS, Crow Wing County has been awarded funding through the Minnesota Department of Transportation (MnDOT) IIJA Discretionary Match Program in the amount of $50,000 to satisfy the required local match for the SS4A grant; and

WHEREAS, acceptance of this grant requires execution of a formal grant agreement with the U.S Department of Transportation and Federal Highway Administration; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Crow Wing County, Minnesota accepts the Safe Streets and Roads for All (SS4A) grant award from the U.S. Department of Transportation and Federal Highway Administration in the amount of $200,000 and authorizes the County Engineer to sign and execute the SS4A grant agreement.

STATE OF MINNESOTA)
COUNTY OF CROW WING) *ss*

I, Deborah A. Erickson, County Administrator, Crow Wing County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Crow Wing County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on February 24, 2026, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this 27th day of February 2026.

Deborah A. Erickson

DEBORAH A. ERICKSON
COUNTY ADMINISTRATOR

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Human Resources	Amy Fischer
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Personnel Actions

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
To approve the Human Resource Report for Personnel Actions dated March 10, 2026, as on file.

Approximate length of presentation:

Human Resource Report
Personnel Actions
March 10, 2026

Replacement Staffing
Classification Title: Correctional Officer
Department: Sheriff's Office - Jail
Reason for Vacancy: Departure of Cole Jackels March 13, 2026
Personnel Committee: Yes

Hires
Name: Kaylee Sullivan
Classification Title: Public Health Nurse
Department: Community Services
Start Date: March 2, 2026
Reason for Vacancy: New 2026 Budgeted Position

Name: Ryan Bremer
Classification Title: Case Aide
Department: Community Services
Start Date: March 2, 2026
Reason for Vacancy: Departure of Elizabeth Shaw January 20, 2026

Name: Katherine Glasby
Classification Title: Financial Worker
Department: Community Services
Start Date: March 16, 2026
Reason for Vacancy: Movement of Nichole Johnson January 14, 2026

Name: Jessica Reid
Classification Title: Correctional Officer
Department: Sheriff's Office - Jail
Start Date: March 23, 2026
Reason for Vacancy: Departure of Ondrea Nordby January 29, 2026

Name: Luke Hamilton
Classification Title: Deputy
Department: Sheriff's Office
Start Date: March 23, 2026
Reason for Vacancy: Departure of Nathan Parenteau November 6, 2025

Name: Sarah Marte
Classification Title: Correctional Officer
Department: Sheriff's Office - Jail
Start Date: March 23, 2026
Reason for Vacancy: Movement of Brandon Burgau January 16, 2026

Hires Continued
Name: Luke Coady
Classification Title: Correctional Officer
Department: Sheriff's Office - Jail
Start Date: March 23, 2026
Reason for Vacancy: Departure of Aaron Goude November 7, 2025

Promotions/Movement
Name: Andrea Gunter
Classification Title: Supervisor - IMU
Department: Community Services
Start Date: February 28, 2026
Reason for Vacancy: Departure of Tina Ebertowski March 27, 2026

Name: Carmen Feierabend
Classification Title: Legal Assistant
Department: Attorney
Start Date: March 16, 2026
Reason for Vacancy: Movement of Kathie Hanson February 2, 2026

Departures
Name: Cole Jackels
Classification Title: Correctional Officer
Department: Sheriff's Office - Jail
Date of Departure: March 13, 2026

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Admin Services	Jory Danielson
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Exempt Gambling Permit - Mule Deer Foundation

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
To support the Minnesota Lawful Gambling Application for Exempt Permit for the Mule Deer Foundation to be held on the date of March 27, 2026, at Dunmire's Bar and Grill, Oak Lawn Township, subject to all State Laws and upon approval of said date, the applicant submitting a copy of reports required by the State.

Approximate length of presentation:

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Admin Services	Jory Danielson
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: 2026 New On-Sale Wine and Beer License

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
To approve the 2026 new On-Sale Wine License Application of Safari North Wildlife Park, Crow Wing Township, subject to recommendation by the County Attorney and County Sheriff, subject to all State requirements and any delinquent taxes being paid and authorize the Administrative Services Director to issue said License.

Approximate length of presentation:

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Land Services	Chris Pence
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: S&M Dairy Feedlot Permit

PREVIOUS ACTION:
None

COMMENTS:
Crow Wing County has delegated administration of Feedlots (MN Rules Chapter 7020) to the Minnesota Pollution Control Agency (MPCA). While the MPCA does administer the Feedlot Rule for the County, the County does have a role to play in the permitting process. When an applicant applies to the MPCA to receive a feedlot permit, a requirement is that the information about the permit be “read” at a County Board meeting and noted in the minutes of the meeting. The information provided is informational and no action is needed. Land Services has been notified that S&M Dairy has applied for a feedlot permit and the specific information is below.

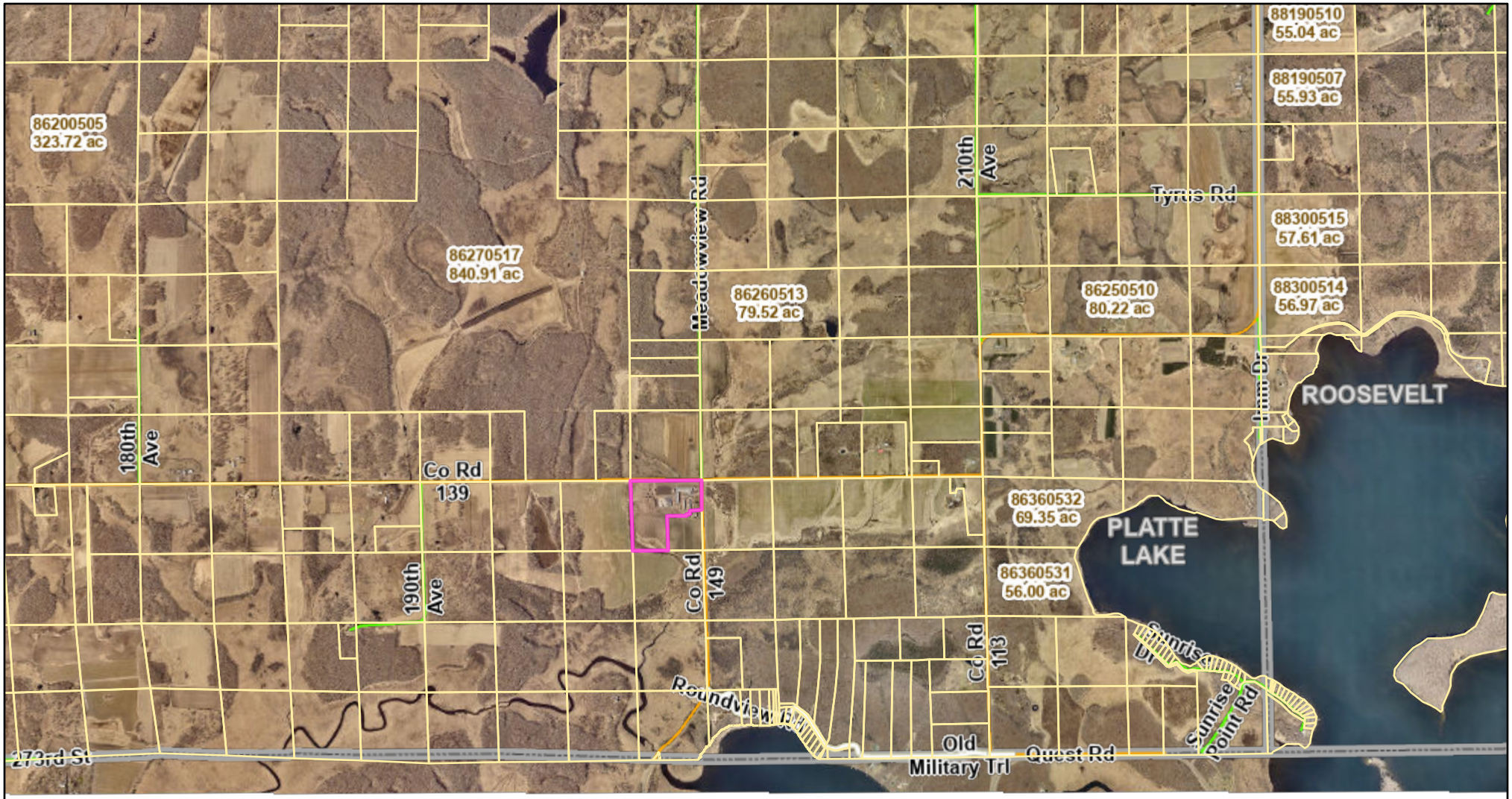
S & M Dairy, a partnership owned by Brad and Kelly Medek and Riley Schlegel would like to expand a feedlot with a capacity of 500 animal units or more. The existing feedlot is located at 955 County Road 149 Pierz, MN 56364. Parcel number 86340516. Legal description is the NE1/4 of the NE1/4 Section 34 Township 43 Range 29 in Platte Lake Township, Crow Wing County. The existing facility consists of 250 Holstein dairy cows (350 AU), 150 Holstein young stock (80 AU), and 150 black angus feeders (105 AU). Buildings include a fully enclosed free stall dairy barn with a lagoon, a monoslope cattle barn with 40 foot open scrape alley and two fully enclosed nursery barns. The proposed expansion consists of 300 black angus feeders (210 AU) and a monoslope cattle barn with a 40 foot scrape alley. The final capacity will be 745 animal units.

RECOMMENDED BOARD ACTION:
To receive the information as provided and include in the meeting minutes

Approximate length of presentation:

S & M Dairy a partnership owned by Brad and Kelly Medek and Riley Schlegel would like to expand a feedlot with a capacity of 500 animal units or more. The existing feedlot is located at 955 Cty Rd 149 Pierz, MN 56364. Parcel number 86340516. Legal description is the northeast quarter of the northeast quarter, section 34, township 43 in Crow Wing county. The existing facility consists of 250 Holstein dairy cows (350 AU), 150 holstein young stock (80 AU), and 150 black angus feeders (105 AU). Buildings include a fully enclosed free stall dairy barn with a lagoon, a monoslope cattle barn with 40 foot open scrape alley and two fully enclosed nursery barns. The proposed expansion consists of 300 black angus feeders (210 AU) and a monoslope cattle barn with a 40 foot scrape alley. The final capacity will be 745 animal units.





These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

S&M Dairy PID#86340516

Date: 2/23/2026 Time: 3:26 PM

CROW WING COUNTY MINNESOTA

To: County Board of Commissioners
From: Chris Pence, Environmental Services Manager
Date: March 10, 2026
RE: S&M Dairy Feedlot Permit

Crow Wing County has delegated administration of Feedlots (MN Rules Chapter 7020) to the Minnesota Pollution Control Agency (MPCA). While the MPCA does administer the Feedlot Rule for the County, the County does have a role to play in the permitting process. When an applicant applies to the MPCA to receive a feedlot permit, a requirement is that the information about the permit be "read" at a County Board meeting and noted in the minutes of the meeting. The information provided is informational and no action is needed. Land Services has been notified that S&M Dairy has applied for a feedlot permit and the specific information is below.

S & M Dairy, a partnership owned by Brad and Kelly Medek and Riley Schlegel would like to expand a feedlot with a capacity of 500 animal units or more. The existing feedlot is located at 955 County Road 149 Pierz, MN 56364. Parcel number 86340516. Legal description is the NE1/4 of the NE1/4 Section 34 Township 43 Range 29 in Platte Lake Township, Crow Wing County. The existing facility consists of 250 Holstein dairy cows (350 AU), 150 Holstein young stock (80 AU), and 150 black angus feeders (105 AU). Buildings include a fully enclosed free stall dairy barn with a lagoon, a monoslope cattle barn with 40 foot open scrape alley and two fully enclosed nursery barns. The proposed expansion consists of 300 black angus feeders (210 AU) and a monoslope cattle barn with a 40 foot scrape alley. The final capacity will be 745 animal units.

Gary Griffin
Land Services Department
322 Laurel Street, Suite 15
Brainerd, MN 56401
Office: (218) 824-1010
Fax: (218) 824-1126
www.crowwing.us

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Land Services	Tom Strack
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Timber Permit Extension

PREVIOUS ACTION:

- March 8th, 2016 - provided all 2016 timber sale permits a one-year extension at no charge.
- March 17th, 2017 - provided a one-year extension of permits at a 5% fee of the bid-value applied to the down payment of the permits.
- March 25th, 2025 - provided a one-year extension of permits at a 5% fee of the bid-value applied to the down payment of the permits.

COMMENTS:

- The County sells winter only operability timber permits on three-year contracts to allow ample time to cross frozen wetlands to access hard to reach timber lands.
- The winters of 2022-2023 and 2023-2024 were abnormally warm and didn't allow for opportunities to harvest many winter only timber permits thus resulting in a large backlog. The winter (2024-2025) did allow for many expiring winter permits to be harvested, however beginning the summer of 2025, Aspen timber markets and local mills have struggled to keep operating which has resulted in expiring timber permits.
- Over half of the timber harvested in Minnesota occurs during a 3-month period from early December through early March.
- A viable, healthy logging community operating on County managed public lands plays a crucial role in the long-term health and sustainability of the forest resources.
- Staff have met with local contractors on the issue and propose the following solution to allow contractors to complete the timber permits currently held:
    - Logging contractors and mills holding winter only operability timber sale permits with expiration dates ending prior to 4-1-2026 winter season to obtain a one-year extension of their permit(s) at a 5% fee of the Bid-value applied to the down payment of the permit(s).
- Approximately 6 permits are eligible for this extension consideration.

RECOMMENDED BOARD ACTION:
To approve logging contractors and mills holding winter only operability timber sale permits with expiration dates ending prior to 4-1-2026 winter season to obtain a one year extension of their permit(s) at a 5% fee of the Bid-value applied to the down payment of the permit(s).

Approximate length of presentation:

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Land Services	Jessica Shea
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Application for Cancellation of Forfeiture

PREVIOUS ACTION:

COMMENTS:

- Parcel 21060524 was created, assessed, and forfeited in error.
- Parcel will be attributed to the Plat of Wood Lake Preserve for future years of assessments per the declaration and dedication of the 2007 plat.

RECOMMENDED BOARD ACTION:
To approve the Application for Cancellation of Forfeiture.

Approximate length of presentation:

DEPARTMENT OF REVENUE

Application for Cancellation of Forfeiture

PT90

in Crow Wing County

The applicant requests that the certificate of forfeiture for the property described below be canceled pursuant to Minnesota Statutes, sections 279.33 and 279.34.

Applicant Information

Name(s) of applicant(s)
Gary Griffin

Mailing address of applicant
322 Laurel Street, Suite 15

City	State	Zip code	Phone
Brainerd	MN	56401	218-824-1016

Applicant is: ☒ County auditor ☐ Property owner ☐ Owner's agent

Property Information

Legal description of property: (attach additional sheets if needed)
Lot 89, Kavli's Wood Lake Shores, Except that part platted as Wood Lake Preserve, Crow Wing County, Minnesota.

All or part of the described real property is registered (Torrens): ☐ Yes ☒ No

Certificate of Forfeiture

Certificate of Forfeiture

Date of execution	Date of recording
12-31-2019	01-29-2020
Location of recording	**Recording number**
Crow Wing County	254318

Cancellation

Reason for Cancellation

☐ Exemption ■ Administrative error

Explain in detail the reason(s) for cancellation. Attach additional sheets if necessary.
See Attached Exhibit A.

Sign Here

Signature of applicant: Gary Griffin Date: 2/24/2026

County Approval

Auditor to complete this section.
The County Board and county auditor of Crow Wing County, Minnesota, have reviewed this application for the cancellation of the certificate of forfeiture for the property described above, pursuant to Minnesota Statutes 279.33 and 279.34, and recommend that the cancellation be granted by the Minnesota Department of Revenue.

Sign Here

Signature of county auditor	County	Date	Phone
Gary Griffin	Crow Wing	2/24/2026	218-824-1016

Return application to: Minnesota Department of Revenue Property Tax Division Mail Station 3340 St. Paul, MN 55146-3340

Department Use Only

Order of the Minnesota Department of Revenue
Upon examination of the contents of this application, it is hereby:

☐ **rejected.** Reasons for rejection:

☐ **accepted.** The certificate of forfeiture is to be canceled, and the county auditor is to record this application as a certificate of cancellation pursuant to Minn. Stat. 279.33 and 279.34 which will void the tax forfeiture of the property described in this application.

Commissioner of Revenue	By	Date application received by Minnesota Department of Revenue
Minnesota Department of Revenue's number		**County Auditor's number**

(10/19)

Exhibit A:

Facts found Surrounding the Forfeiture of Crow Wing County Tax Parcel 21060524.

1) The Plat of Kavli's Wood Lake Shores was recorded in the office of the Registrar of Titles for Crow Wing County, Minnesota, on August 8th, 1951. The platted property is registered Torrens. (Enclosed Item 1)
2) In 2007, Lots 83, 84, 85, 86, 88, **89**, & 90 of Kavli's Wood Lake Shores were then platted to Wood Lake Preserve by the fee owner and certificate of title holder for those lots, Wook Lake Lodge, LLC. The Plat of Wood Lake Preserve was recorded in the Office of Registrar of Title for Crow Wing County, Minnesota on November 11th, 2007. (Enclosed Item 2)
3) The Certificate of title for Lot 89, Kavli's Wood Lake Shores, Certificate of Title Number 80757, was cancelled per the dedication of the Plat of Wood Lake Preserve where in all of lot 89 Kavli's Wood Lake Shores was platted to Wood Lake Preserve. No residue certificate of title was issued by the County's Registrar of Title.
4) In visually examining the land depicted as being platted from Kavli's Wood Lake Shores to Wood Lake Preserve, there is a discrepancy between the declared real estate in the plat dedication and the dimensions and boundaries detailed in the plat of Wood Lake Preserve. The North line of Wood Lake Preserve visually does not encompass the full extent of Lot 89 of Kavli's Wood Lake Shores.
5) In 2007 at the time that Wood Lake Preserve was recorded, the Crow Wing County Auditor's office created a residue parcel for the portion of Lot 89 Kavli's Wood Lake Shores that was not visually encompassed within the depicted boundary of Wood Lake Preserve, contrary to the plat dedication and the Office of the Registrar of Title's recording information and assigned it a parcel number, value, and began assessing it under the ownership of Wood Lake Lodge LLC despite their simultaneous conveyance of the whole of Lot 89, Kavli's Wood Lake Shores to Wood Lake Preserve. That parcel for the remainer of Lot 89 was drawn into the county's GIS system and tax statements and valuations were generated for the following legal description: "Lot 89, Kavli's Wood Lake Shores, Except that part platted as Wood Lake Preserve". No certificate of title exists in the Office of the Registrar of Title for that real property. The parcel was assigned the legacy parcel number 211180000890009 which was then converted to the current parcel number 21060524 in 2018.
6) In 2012, Wood Lake Lodge LLC, in whose name the tax statements for the remainder of lot 89 were assessed, did not pay the property taxes due on parcel number 21060524; the first year of delinquency. In 2019, after years of non-payment, the parcel was processed for delinquency and eventually tax forfeiture. The parcel went

through the notice of expiration of redemption, the taxes were written off, the tax classification was changed, and the ownership of the parcel was changed to "Tax Forfeit", however, the property was not listed on the recorded Auditors Certificate of Tax Forfeited Lands dated December 31st, 2019, recorded in as document number 254318 in the office of the county recorder on January 29th, 2025.

7) While preparing this parcel for public auction, Crow Wing County staff was attempting to locate the recorded auditor's certificate of forfeiture and active certificate of title for PID 21060524 and found none. Per the Delinquent Real Property Tax and Tax Forfeiture Manual, aka. the "Red Book", "the failure to execute and record a certificate of forfeiture does not affect the time when the period of redemption expires and the property forfeits to the state. It also does not affect the validity of the state's title to the property."
8) The dissimilarity between the plats was presented to the Crow Wing County Surveyor, Jim Kramer (contracted), who recognized the visual discrepancy of Wood Lake Preserve from the legal description as dedicated in the plat recitals. He did reach out to the firm where the surveyor who prepared Wood Lake Preserve was employed and they declined to make a scrivener's affidavit or correct the plat.
9) The Crow Wing County Surveyor, James Kramer, was of the opinion that while the depicted platted area of Wood Lake Preserve did not fully detail all of Lot 89 of Kavli's Wood Lake Shores as being within the platted boundary, the whole of Lot 89 was platted per the dedication despite the location of the plat monuments on-site. This opinion aligns with the cancellation of the whole Certificate of Title # 80757 for Lot 89 Kavli's Wood Lake Shores and the non-issue of a residue certificate of title by the Registrar of Titles at the time of recording of the plat of Wood Lake Preserve.

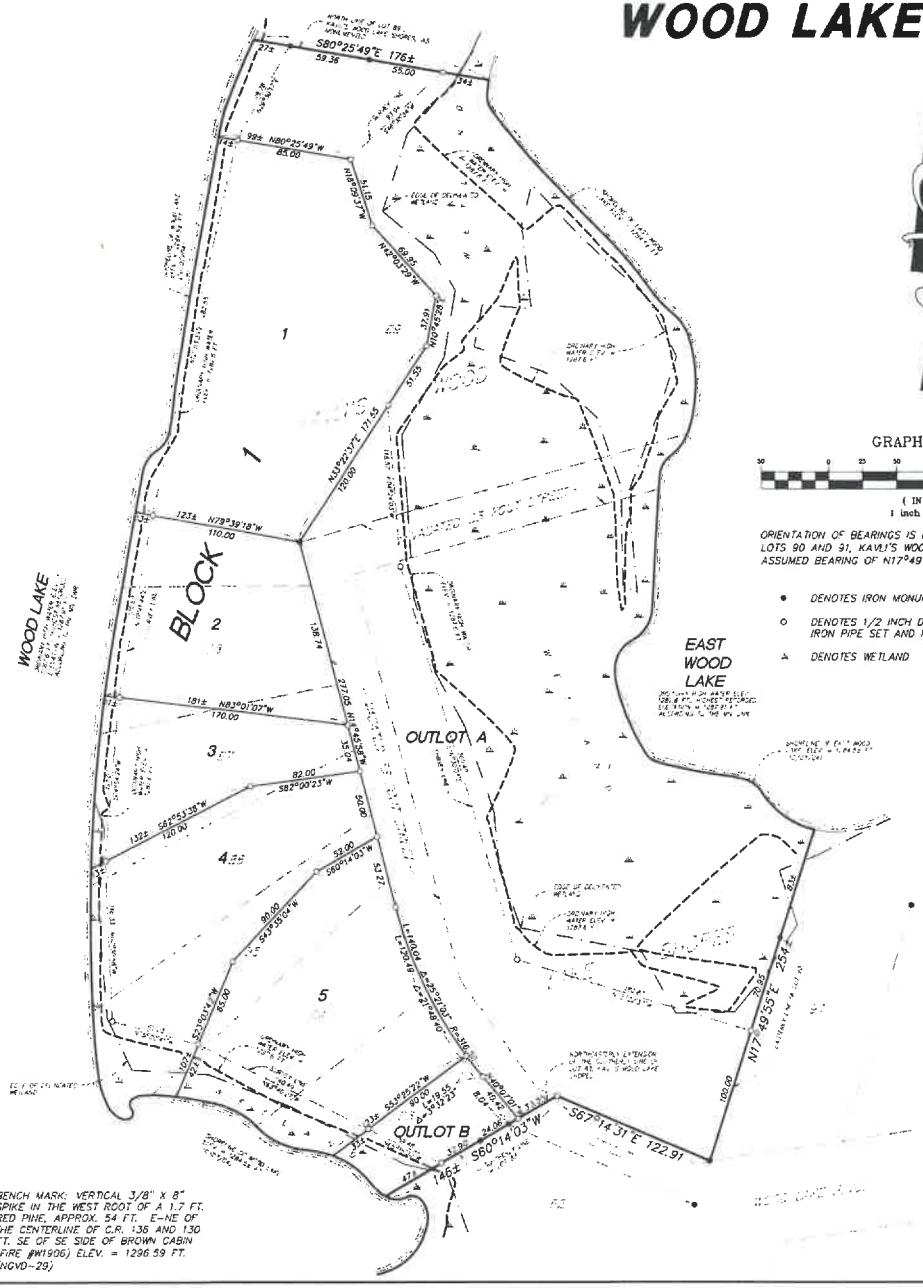
Conclusion:

The Crow Wing County Auditor's office has determined that PID 21060524 was created, assessed, and forfeited in error. The parcel should not have been created in 2007. Since the parcel has been through all the proper processes for forfeiture except being listed on a recorded auditor's certificate of forfeiture, the county would like to pursue a revocation of the forfeiture of parcel number 21060524 due to county administrative error. Since the parcel was never listed on the certificate of forfeiture, it will be to the determination of the Minnesota Department of Revenue whether the certificate of forfeiture must also be cancelled. Following the revocation of forfeiture, the real estate assessed as PID 21060524 would be attributed to the Plat of Wood Lake Preserve for future years of assessments per the declaration and dedication of the 2007 plat. The title of the real estate known as PID 21060524 resides with the owners of Lots 1-5, Block

1, Wood Lake Preserve in portions of common interest subject to the declarations of covenants and subsequent conveyances of those platted lots.

Enclosed Item

WOOD LAKE PRESERVE



KNOW ALL PERSONS BY THESE PRESENTS: That Wood Lake Lodge, LLC, a Minnesota Limited Liability Company, fee owner of the following described property situated in Crow Wing County, Minnesota to-wit:

Lots 83,84,85,86,87,88,89 and 90, KAVLI'S WOOD LAKE SHORES, Crow Wing County, Minnesota according to the record plat thereof. Together with that part of the vacated 33 foot street according to said KAVLI'S WOOD LAKE SHORES which lies northerly of the northeasterly extension of the southerly line of said Lot 83.

Have caused the same to be surveyed and platted as WOOD LAKE PRESERVE.

In witness whereof said Wood Lake Lodge, LLC, a Minnesota Limited Liability Company, fee owner, has caused these presents to be signed by its proper officer this 17 day of August, 2007.

Wood Lake Lodge, LLC

Charles W. Smith — Harriet Smith

STATE OF MINNESOTA
COUNTY OF CROW WING

The foregoing instrument was acknowledged before me this 17th day of AUGUST, 2007 by Charles W. Smith and Harriet Smith of Wood Lake Lodge, LLC, a Minnesota Limited Liability Company, on behalf of the company.

Jolene Hehir
Notary Public, CROW WING County, MN
My Commission Expires 1-31-11

JOLENE HEHIR
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan 31, 2011

I hereby certify that I have surveyed and platted the property described on this plat as WOOD LAKE PRESERVE, that this plat is a correct representation of said survey, that all distances are correctly shown on the plat in feet and hundredths of a foot, that all monuments have been correctly placed in the ground as shown; that the outside boundary lines are correctly designated on the plat and that there are no wetlands as defined in MS 505.02, Subd. 1, or public highways to be designated other than as shown.

Chris Hoglund, Land Surveyor
Minnesota License No. 43932

STATE OF MINNESOTA
COUNTY OF CROW WING

The foregoing Surveyor's Certificate was acknowledged before me this 25th day of July, 2007 by Chris Hoglund, Land Surveyor, Minnesota License No. 43932.

Jolene Hehir
Notary Public, Crow Wing County, MN
My Commission Expires 1-31-11

JOLENE HEHIR
NOTARY PUBLIC - MINNESOTA
My Commission Expires Jan 31, 2011

This plat of WOOD LAKE PRESERVE was approved by the City Council for the City of Emily, Minnesota, this 28th day of August, 2007.

Patricia Kothrs, City Clerk — Henry Trapp, Mayor

I, Deborah A. Erickson, Auditor of Crow Wing County, Minnesota, do hereby certify that the taxes on the lands described hereon have been paid for the years prior to 2007.

Deborah A. Erickson
CROW WING COUNTY AUDITOR

I, Laureen E. Borden, Treasurer for Crow Wing County, Minnesota, do hereby certify that the taxes on the lands described hereon have been paid for the year 2007.

Laureen E. Borden
CROW WING COUNTY TREASURER

40758-270-58
40751-270-51
40752-270-52
40753-270-53
40754-270-54
40755-270-55
40756-270-56
40757-270-57

Certificate Number 84697
Vol 283 Page 91
STATE OF MINNESOTA
COUNTY OF CROW WING
OFFICE OF THE REGISTRAR OF TITLES
This is to certify that the within instrument was filed in this office for record on the 17th day of AUGUST AD 2007 at 9:00 o'clock A M and was duly registered as Document No. 493355
Deputy Registrar of Titles

Westwood
Professional Services, Inc.

Enclosed

KAVLI'S WOOD LAKE SHORES

CROW WING COUNTY, MINNESOTA

SCALE - 1 IN. = 200 FT.

CURO & CURO, SURVEYORS — WALKER, MINNESOTA

KNOW ALL MEN BY THESE PRESENTS: That A.C. Kavli and Mary G. Kavli, his wife, owners and proprietors of the following described property situated in Crow Wing County, Minnesota to wit: All that part of Government Lot 4 in Section 6, Township 138, Range 26 lying Easterly and Northerly of the following described line; beginning at a point on the North line of said Lot 4 distant 239 feet East of the Northwest corner of said Lot 4; thence S 44° 24' E 528.2 feet; thence S 18° 30' E 215.4 feet; thence S 16° 01' W 193.3 feet; thence N 59° 01' E 173.7 feet; thence N 39° 28' E 332.4 feet; thence N 32° 58' East 227.7 feet; thence S 82° 29' E 126.07 feet; thence S 75° 28' E 125.93 feet; thence N 84° 04' E 153.9 feet; thence N 55° 04' E 221.85 feet; thence N 81° 01' E 93.35 feet; thence S 80° 38' E 67.39 feet; thence S 43° 28' E 97.31 feet; thence S 23° 5' E 178.48 feet; thence S 2° 57' E 75.48 feet; thence S 16° W 93.76 feet; thence S 6° 27' W 180.4 feet; thence S 3° 35' E 32.107 feet; thence S 30° 22' E 123.49 feet; thence S 54° 31' E 137.97 feet; thence S 31° 32' E 227.55 feet; thence S 8° 22' W 265.08 feet; thence S 35° 27' W 123.32 feet to a point on the South line of said Lot 4 distant 1955.8 feet East of the Southwest corner of said Lot 4 and containing 20 72/100 acres more or less, also all that part of Government Lot 3 in said Section 6 lying Easterly of the following described line; beginning at a point on the North line of said Lot 3 distant 697.68 feet East of the Northwest corner thereof; thence S 43° 58' W 196.15 feet; thence S 64° 29' W 312.4 feet; thence S 28° 01' W 142.52 feet; thence S 6° 29' E 198.45 feet; thence S 15° 55' E 262.69 feet; thence S 28° 26' E 306.37 feet; thence S 23° 24' E 89.04 feet; thence S 9° 26' E 123.1 feet to a point on the South line of said Lot 3 distant 510.44 feet East of the Southwest corner thereof and containing 24 36/100 acres more or less, also all that part of the NE¼ of the SW¼ of said Section 6 lying Easterly and Northerly of the following described line; beginning at a point on the North line of and NE¼ of SW¼ distant 510.44 feet East of the Northwest corner thereof; thence S 9° 26' E 118.87 feet; thence S 3° 10' E 236.66 feet; thence S 16° 26' E 141.63 feet; thence S 56° 26' E 113.57 feet; thence S 87° 54' E 117.76 feet; thence N 70° 36' E 118.71 feet; thence N 59° 46' E 201.13 feet; thence N 61° 35' E 127.6 feet to a point on the East line of said NE¼ of SW¼ distant 251.32 feet South of the Northeast corner thereof and containing 6 24/100 acres more or less, also all that part of the NW¼ of the SE¼ of said Section 6 lying Northerly of the following described line; beginning at a point on the West line of said NW¼ of SE¼ distant 251.32 feet South of the Northwest corner thereof; thence N 61° 35' E 168.77 feet; thence N 27° 35' E 297.34 feet to a point on the North line of said NW¼ of SE¼ distant 581.91 feet East of the Northwest corner thereof and containing 1 74/100 acres more or less, also all that part of Government Lot 2 in said Section 6 lying Westerly of the following described line; beginning at a point on the South line of said Lot 2 distant 581.91 feet East of the Southwest corner thereof; thence N 27° 35' E 35 feet; thence N 62° 58' E 108.46 feet; thence N 32° 59' E 148.97 feet; thence N 61° 10' E 116.97 feet thence N 23° 36' E 121.6 feet; thence N 4° 42' W 312.86 feet; thence N 2° 41' W 94.47 feet; thence N 4° 44' E 120.96 feet; thence N 6° 50' E 187.06 feet; thence N 5° 38' E 270.5 feet; thence N 1° 35' E 249.98 feet; thence N 3° 35' E 257.28 feet; thence N 65° 26' E 105.48 feet; thence N 76° 06' E 135.6 feet to a point on the East line of said Lot 2 distant 1787.28 feet North of the Southeast corner thereof and containing 23 52/100 acres more or less, also all that part of Government Lot 1 in said Section 6 lying Westerly of the following described line; beginning at a point on the West line of said Lot 1 distant 460 feet North of the Southwest corner thereof; thence N 14° 06' E 120.8 feet; thence N 82° 34' E 182.4 feet; thence N 43° 06' E 150.35 feet; thence N 13° 06' E 116.31 feet; thence N 6° 16' E 133.6 feet; thence N 49° 05' E 155.95 feet; thence N 26° 06' E 142.5 feet; thence N 11° 25' W 121.6 feet to a point on the North line of said Lot 1 distant 802.7 feet West of the Northeast corner thereof and containing 7 36/100 acres more or less, all subject to mineral rights and mineral reservations. If any of record, have caused the same to be surveyed and platted as KAVLI'S WOOD LAKE SHORES, all lots to extend to the waters edge, and we do hereby donate and dedicate to the public use forever all boulevards, drives, streets, avenues and canals as shown on the annexed plat.

In witness whereof we have hereunto set our hands and seals this 24th day of Feb. A.D. 1951.

In presence of
C.R. Kavli
Hugh Elliott

A.C. Kavli
Mary G. Kavli

State of Minnesota } S.S.
County of Hennepin }

On this 24th day of Feb. A.D. 1951 before me a Notary Public within and for said County personally appeared A.C. Kavli and Mary G. Kavli, his wife to me personally known to be the persons described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

C.R. Kavli
Notary Public, Hennepin County, Minn.
My commission expires Sept. 5 1956

I hereby certify that I have surveyed and platted the property described in this plat as KAVLI'S WOOD LAKE SHORES; that this plat is a correct representation of said survey; that all distances are correctly shown on the plat in feet and decimals of a foot, that the monuments for the guidance of future surveys have been correctly placed in the ground as shown on the plat; that the outside boundary lines are correctly designated on the plat, that the topography of the land is correctly shown on the plat and that there are no wet lands or public highways to be designated on the plat other than as shown thereon.

Harold Curo Minn. Reg. No. 3417
Surveyor

Above certificate subscribed and sworn to before me this 1st day of March A.D. 1951.

Esther M. Kenner
Notary Public, Cass County, Minnesota
My commission expires Jan. 25, 1958

This plat was approved by the Board of County Commissioners of Crow Wing County, Minnesota at a regular meeting thereof held this 7th day of May A.D. 1951.

F.M. Hagberg
County Auditor
By Kathleen V. Caughey
Deputy

F.A. Lindbergh
Chairman of County Board

Taxes paid and transfer entered this 7th day of May A.D. 1951
F.M. Hagberg
County Auditor
By K.C. ... Deputy

I hereby certify that taxes for the year 1950 on the land described within are paid.
L.E. Bradley
County Treasurer

20633

CERTIFICATE NUMBER 16723, 16723 + 16724
VOL. 56 PAGE 222, 223 & 224.

STATE OF MINNESOTA } ss.
County of Crow Wing }
OFFICE OF THE REGISTRAR OF TITLES

This is to certify that the within instrument was filed in this office for record on the 8th day of Aug. A.D. 1951 at 9 o'clock A.M.

E.W. Jenkins
Registrar of Titles.

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

DATE: **Resolution:**
OFFERED BY COMMISSIONERS: and
AYES: NAYS:

APPLICATION FOR CANCELLATION OF FORFEITURE

BE IT RESOLVED that the Board of Commissioners of Crow Wing County, Minnesota, having reviewed the application of Crow Wing County dated February 24, 2026, for cancellation of Forfeiture as to certain lands described in said application, and find the facts of said application to be true, approves said application and recommends its acceptance by the Minnesota Department of Revenue.

STATE OF MINNESOTA)
COUNTY OF CROW WING) ***ss***

I, Deborah A. Erickson, County Administrator, Crow Wing County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Crow Wing County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on < >, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this <X day of X, 20XX>.

_____

DEBORAH A. ERICKSON
COUNTY ADMINISTRATOR

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Attorney	Stephanie Shook
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Termination of Tax Forfeited Land Contract

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
Approve cancellation of tax-forfeited land contract.

Approximate length of presentation:

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

DATE: **Resolution:**
OFFERED BY COMMISSIONERS: and
AYES: NAYS:

CANCELLATION OF TAX FORFEITED LAND CONTRACTS

WHEREAS, pursuant to Minn. Stat. § 282.01, Crow Wing County entered into Tax Forfeited Land Contracts with the following Purchasers as evidenced by Crow Wing County Auditor's Certificates of Purchase of Tax Forfeited Lands (the "Contracts"), and

WHEREAS, said Purchasers have defaulted on their Contracts as set forth below:

1. Purchaser Name: Eric Dahlberg
   Contract No. 2422 dated February 1, 2023 and then reassigned on July 3, 2024
   Recorded: March 2, 2023 as Document No.: 981840 and on July 15, 2024 as Document No 998470, respectively
   Reason for default:
   ☒Unpaid installment(s) in the amount of **$ 4,246.85**
   Date(s) of missed payment(s): 12/31/2025
   ☒ Unpaid taxes through 1/12/2026 in the amount of **$ 362.85**
   ☐ Other:

2. Purchaser Name: Kevin Matthews
   Contract No.:2448 dated May 3, 2024
   Recorded: May 20, 2024 as Document No.: 996748
   Reason for default:
   ☒Unpaid installment(s) in the amount of **$ 1,491.50**
   Date(s) of missed payment(s): 12/31/2025
   ☒ Unpaid taxes through 1/12/2026 in the amount of **$ 1,274.14**
   ☐ Other:

3. Purchaser Name: Matthew Raboin
   Contract No.:2427 dated March 24, 2023
   Recorded: March 28, 2023 as Document No.: 982564
   Reason for default:
   ☒Unpaid installment(s) in the amount of **$ 7,317.85**
   Date(s) of missed payment(s): 12/31/2025
   ☐ Unpaid taxes through in the amount of **$**
   ☐ Other:

4. Purchaser Name: Adam Shipman
   Contract No.:2406 dated August 1, 2022

Recorded: August 12, 2022 as Document No.: 269557
Reason for default:
☐Unpaid installment(s) in the amount of **$**
Date(s) of missed payment(s):
☒ Unpaid taxes through 2/28/2026 in the amount of **$ 2,527.40**
☐ Other:

5. Purchaser Name: Daniel Burgstaler
Contract No.:2090 dated June 5, 2015
Recorded: July 16, 2015 as Document No.: T-232178
Reason for default:
☐Unpaid installment(s) in the amount of **$**
Date(s) of missed payment(s):
☒ Unpaid taxes through 1/12/2026 in the amount of **$ 2,058.40**
☐ Other:

6. Purchaser Name: Joshua Lindstrom
Contract No.:2345 dated July 23, 2021
Recorded: September 1, 2021 as Document No.: 957724
Reason for default:
☐Unpaid installment(s) in the amount of **$**
Date(s) of missed payment(s):
☒ Unpaid taxes through 2/28/2026 in the amount of **$ 608.52**
☐ Other:

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of Crow Wing County, Minnesota, approves the cancellation of each of the Contracts described herein and authorizes the County Land Services Director, through the County Attorney, to cancel said Contract(s) as provided by law.

STATE OF MINNESOTA)
COUNTY OF CROW WING) ***ss***

I, Deborah A. Erickson, County Administrator, Crow Wing County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Crow Wing County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on < >, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this ____ day of March, 2026.

_____

DEBORAH A. ERICKSON
COUNTY ADMINISTRATOR

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Highway and Engineering	Timothy Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: 2026 CIP Budget Amendment Unit 7504 Replacement

PREVIOUS ACTION:
02/03/2026 - Presented at the Budget Committee Meeting

COMMENTS:

The cost of the Tahoe is $61,816.10 and the added cost for tax, title, licensing, and a 5% contingency for unforeseen expenses is $7,915.67. The total project cost for the Tahoe equates to $69,731.77 which is an increase from the original project budget of $60,000.00.

While the amended project increases the initial capital cost by $9,731.77, transitioning to a Chevrolet Tahoe supports greater standardization within the fleet. Fleet standardization is expected to reduce long-term operating costs through shared parts inventory, streamlined maintenance and repairs, improved technician familiarity, and more consistent service intervals.

RECOMMENDED BOARD ACTION:

Approve increase of $9,731.77 2026 CIP Project 5802624 to change vehicle type from 2500 series truck to a Chevrolet Tahoe.

Approximate length of presentation:

Budget Amendment Form
Crow Wing County

Amendment Title: Unit 7504 Vehicle Replacement
Project Number: 5802624
Date Requested: 02/03/2026
Project Category: Fleet
Department: Land Services
Mandated? No
If yes, list State Statute:

☑ **One time Revenue/Expenditure change**

☐ **Ongoing Revenue/Expenditure change**

Summary of Amendment:	**Increase**	**Decrease**	**No Change**
Property tax levy	☐	☐	☑
Fees	☐	☐	☑
Grant revenue	☐	☐	☑
Expenditures	☑	☐	☐

To calculate totals after filling out, press CTRL+A then press F9.	**Dollars**				
Year:	**2026**	**2027**	**2028**	**2029**	**2030**
REVENUES:					
Fee Revenue – Increase/(Decrease)					
Grant Revenue – Increase/(Decrease)					
TOTAL REVENUES	**$ 0**	**$ 0**	**$ 0**	**$ 0**	**$ 0**
EXPENDITURES:					
Operating – Increase/(Decrease)					
Capital – Increase/(Decrease)	$9,731.77				
TOTAL EXPENDITURES	**$9,731.77**	**$ 0**	**$ 0**	**$ 0**	**$ 0**
LESS: What can be absorbed in your current operating or capital budget?					
TOTAL COST/SAVINGS OF AMENDMENT:	**$ 9,731.77**	**$ 0**	**$ 0**	**$ 0**	**$ 0**

Budget Amendment Form
Crow Wing County

Summary of amendment request:
Project 5802624 (7504 – 2019 Chevrolet Silverado 2500) requires a budget amendment due to a change in vehicle type from a 2500-series truck to a Chevrolet Tahoe. This change results in a higher total project cost than originally budgeted.

The cost of the Tahoe is $61,816.10 and the added cost for tax, title, licensing, and a 5% contingency for unforeseen expenses is $7,915.67. The total project cost for the Tahoe equates to $69,731.77 which is an increase from the original project budget of $60,000.00.

Long term cost / (savings) considerations (tails):
While the amended project increases the initial capital cost by $9,731.77, transitioning to a Chevrolet Tahoe supports greater standardization within the fleet. Fleet standardization is expected to reduce long-term operating costs through shared parts inventory, streamlined maintenance and repairs, improved technician familiarity, and more consistent service intervals.

Effect on other departments (Countywide):
There is no effect on other departments.

Quantify the benefit (customers, staff, processes, environment, etc.):
Customers: A more reliable, standardized vehicle helps reduce downtime and supports consistent service and response times.
Staff: Using a vehicle that matches others in the fleet makes it easier for staff to operate and maintain, reducing training time and confusion.
Processes: Standardizing the vehicle simplifies maintenance, parts ordering, and repairs, saving time and improving efficiency.
Environment: A newer, standardized vehicle may use less fuel and produce fewer emissions than older or heavier-duty vehicles.

Revenue/Expenditure assumptions used in calculating amendment:
State contract purchase pricing.

References and sources:
North Country GM Quote

Budget Amendment Form
Crow Wing County

If a new project, please provide the following information for Financial Services:

Organization Code:

Object Code:

Capital: ☐ or Non-Capital: ☐

Senior Manager Approval: *Gary Griffin*

Date: 2/3/26

Finance Approval: Nancy Malecha

Date: 2/5/26

I have reviewed this Budget Amendment for accuracy, consistency, and content.

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Highway and Engineering	Timothy Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Award Contract No. 26004 for Project SAP 018-611-030

PREVIOUS ACTION:

04/08/25 - Crow Wing County 2025-2029 Highway Improvement Plan adopted by the County Board.

12/16/25 - Resolution authorizing advertising for bids.

COMMENTS:

The bid summary is attached. Six bids were received, and Anderson Brothers Construction Company of Brainerd, LLC was the low bidder at $2,737,055.11. The engineer's estimate was $3,009,827.64. Construction is expected to begin on or after May 1, 2026, and be completed by September 30, 2026.

RECOMMENDED BOARD ACTION:

Authorize entering into a contract between Anderson Brothers Construction Company of Brainerd, LLC and Crow Wing County in the amount of $2,737,055.11 for Project SAP 018-611-030 (Bituminous reconditioning on County State Aid Highway (CSAH) 11 between CSAH 3 and Trunk Highway (TH) 6) and authorize the Chair of the County Board and County Administrator to sign said contract subject to review by the County Attorney.

Approximate length of presentation:

Contract CSAH 11 Reconditioning - Bid Summary

Report Date	Contract Name	Contract Number	Federal	Release Date	Bid opening
2026-03-04	CSAH 11 Reconditioning	26004	SP 018-611-030	2/7/2026, 12:00 AM	Mar 4, 2026, 9:00 AM

Bid Abstract Summary

Bid Name	Total	% Over/Under Estimate
Engineer's Estimate	$3,009,827.64	
Anderson Brothers Construction Company of Brainerd LLC	$2,737,055.11	9.06% UNDER
Hawkinson Construction Co., Inc.	$3,006,705.28	0.10% UNDER
KNIFE RIVER	$3,151,205.45	4.70% OVER
R.J. Zavoral and Sons, Inc.	$3,319,515.57	10.29% OVER
Central Specialties Inc.	$3,350,322.00	11.31% OVER
Duininck, Inc.	$3,702,963.85	23.03% OVER

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Highway and Engineering	Timothy Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Award Contract No. 26009 for Project CP 18-200-142

PREVIOUS ACTION:

04/08/25 - Crow Wing County 2025-2029 Highway Improvement Plan adopted by the County Board.

12/16/25 - Resolution authorizing advertising for bids.

COMMENTS:

The bid summary is attached. Five bids were received, and Subsurface, Inc. was the low bidder at $113,275.00. The engineer's estimate was $130,475.00. Construction is expected to begin on or after May 1, 2026, and be completed by September 30, 2026.

RECOMMENDED BOARD ACTION:

Authorize entering into a contract between Subsurface, Inc. and Crow Wing County in the amount of $113,275.00 for Project CP 18-200-142 (2026 Culvert Lining) and authorize the Chair of the County Board and County Administrator to sign said contract subject to review by the County Attorney.

Approximate length of presentation:

Contract 2026 Culvert Lining - Bid Summary

Report Date	Contract Name	Contract Number	Local	Release Date	Bid opening
2026-03-04	2026 Culvert Lining	26009	CP 18-200-142	2/7/2026, 12:00 AM	Mar 4, 2026, 8:30 AM

Bid Abstract Summary

Bid Name	Total	% Over/Under Estimate
Engineer's Estimate	$130,475.00	
Subsurface, Inc.	$113,275.00	13.18% UNDER
CC Steel LLC	$142,996.60	9.60% OVER
Nu-Pipe, LLC	$191,316.69	46.63% OVER
HK Solutions Group	$217,550.57	66.74% OVER
US Infra Rehab Services, LLC	$232,190.04	77.96% OVER

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Highway and Engineering	Timothy Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Award Contract for Contract No. 26007 for Projects CP 18-200-145 and CP 018-300-060

PREVIOUS ACTION:

04/08/25 - Crow Wing County 2025-2029 Highway Improvement Plan adopted by the County Board.

12/16/25 - Resolution authorizing advertising for bids.

COMMENTS:

The bid summary is attached. Two bids were received, and Sir Lines-A-Lot, LLC was the low bidder at $387,077.15. The engineer's estimate was $426,413.79. Construction is expected to begin on or after May 17, 2026, and be completed by October 2, 2026.

RECOMMENDED BOARD ACTION:

Authorize entering into a contract between Sir Lines-A-Lot, LLC and Crow Wing County in the amount of $387,077.15 for Projects CP 18-200-145 and CP 018-300-060 (2026 Pavement Markings) and authorize the Chair of the County Board and County Administrator to sign said contract subject to review by the County Attorney.

Approximate length of presentation:

Contract 2026 Pavement Markings - Bid Summary

Report Date	Contract Name	Contract Number	Local	Release Date	Bid opening
2026-03-04	2026 Pavement Markings	26007	CP 18-200-145	2/7/2026, 12:00 AM	Mar 4, 2026, 8:00 AM

Bid Abstract Summary

Bid Name	Total	% Over/Under Estimate
Engineer's Estimate	$426,413.79	
Sir Lines-A-Lot, LLC	$387,077.15	9.22% UNDER
KAMCO Inc	$461,604.39	8.25% OVER

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Highway and Engineering	Timothy Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Establish a Priority List of Bridges Eligible for State Bridge Bonds and Town Bridge Funding

PREVIOUS ACTION:
04/08/25 – Similar resolution adopted

COMMENTS:

The state requires that the County Board adopt a resolution identifying bridges that are eligible to receive state bridge bonding or town bridge funding and are considered a priority to replace, rehabilitate or remove within the next five years if funds become available. This list updates the one approved by the County Board on April 8, 2025. Please note that the list is not in priority order.

RECOMMENDED BOARD ACTION:

Adopt a resolution to establish a list of bridges to be replaced, rehabilitated, or removed on the county, city or township system that are eligible to receive state bridge bonds and/or town bridge account funding.

Approximate length of presentation:

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

DATE: **Resolution:**
OFFERED BY COMMISSIONERS: and
AYES: NA YS:

2026 BRIDGE PRIORITY RESOLUTION

WHEREAS, various funding programs at the federal and state government levels are available to Crow Wing County and its political subdivisions for the construction and reconstruction of bridges, and

WHEREAS, Crow Wing County has reviewed the pertinent data on bridges requiring replacement, rehabilitation or removal, and has identified those bridges that are high priority and that may require replacement, rehabilitation or removal within the next five years.

NOW, THEREFORE, BE IT RESOLVED that the following bridges are considered high priority and eligible for Federal Bridge Funding, State Bridge Bonding or Town Bridge Account Funding, and Crow Wing County, in conjunction with local agencies as appropriate, intends to replace, rehabilitate, or remove these bridges as funding becomes available.

Existing Bridge Number	Road Number or Name	Location/ Crossing	LPI Rating	Total Project Cost	Township or State Bridge Funds	Federal Funds	Local or State Aide Funds	Proposed Construction Year	Agency
18506	CSAH 31	Rabbit Lake Narrows	50	$1,692,850	$552,430		$1,140,420	2026	Crow Wing County
L2871	CSAH 36	Mud Brook	51	$722,300	$361,150		$361,150	2028	Crow Wing County
92547	CSAH 21	Hay Creek	59	$740,300	$370,150		$370,150	2029	Crow Wing County
L3942	Koering Road - Closed	Nokasippi River	12	$1,312,000	$1,302,000		$10,000	2030 +	St. Mathias Twp.
L2877	Roosevelt Drive	Crooked Creek	33	$1,255,000	$1,235,000		$20,000	2027	City of Emily
18514	CSAH 36	Little Pine River	56	$1,641,000	$820,500		$820,500	2030	Crow Wing County
L2849	Jordan Road	Whiteley Creek	47	$336,000	$326,000		$10,000	2030 +	Oak Lawn Twp.
L5862	Leisure Lane	Nokasippi River	32	$624,500	$614,500		$10,000	2026	Maple Grove Twp.
18507	CR 136	Crooked Creek	26	$987,000			$987,000	2028	Crow Wing County
18510	CSAH 66	Daggett Brook	75	$966,640		$676,650	$289,990	2026	Crow Wing County
6518	CSAH 3	Mississippi River	70	$1,000,000			$1,000,000	2030	Crow Wing County
-	CR 145	Hay Creek	-	$424,900			$424,900	2030	Crow Wing County

BE IT RUTHER RESOLVED Crow Wing County does hereby request authorization to replace, rehabilitate or remove such bridges and does hereby request financial assistance as provided through Federal Bridge Funding, State Bridge Bonding or Town Bridge Account as provided by law.

STATE OF MINNESOTA)
COUNTY OF CROW WING) *ss*

I, Deborah A. Erickson, County Administrator, Crow Wing County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Crow Wing County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on < >, 2026, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this < > day of < > 2026.

_____
DEBORAH A. ERICKSON
COUNTY ADMINISTRATOR

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Human Resources	Amy Fischer
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Performance Review Summary for Veterans Service Officer

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
To accept the performance review summary for Veterans Service Officer Erik Flowers and authorize the chair to sign said summary.

Approximate length of presentation:

PERFORMANCE REVIEW SUMMARY
COUNTY VETERANS SERVICE OFFICER

The Crow Wing County Board of Commissioners completed the annual performance review for the County Veterans Service Officer on February 24, 2026. County Veterans Service Officer (VSO), Mr. Erik G. Flowers received an "Outperforming" rating for his continued leadership and service to Crow Wing County veterans.

VSO Flowers has always understood the purpose of his position and the department he presides over. Serving our Veteran population is one of the most highly regarded missions the county supports. With VSO Flower's leadership, the needs of these individuals are met with compassion, understanding, and empathy. The dignity and humility of the veteran population is respected at a high level by VSO Flowers and his team of highly qualified individuals. Solving some difficult inquiries by VSO Flowers appears to be a challenge he and his team take as an everyday event and do everything in their power to resolve in the best interest of the veteran.

The VSO office serves the veteran population first; however, with continued efforts to serve the veterans, VSO Flowers also engages with the public. The VSO office, under the leadership of VSO Flowers, has built relationships with the media, local businesses, individuals, and the Veterans Administration. VSO Flowers always attempts to serve veterans regardless of where they come from. VSO Flowers also has a very professional leadership style. He sets elevated expectations for his team and himself and adheres to those expectations. He understands the importance of relationship building and human nature to make his department a success. Regardless of whether you look at the number of veterans served or the amount of money received, the numbers show that his leadership is producing outstanding results.

VSO Flowers continually assesses and evaluates processes to create a leaner, more streamlined system that ensures veteran's benefits are delivered efficiently to the veteran and their families.

It is without doubt that VSO Flowers has the professional attitude to handle the responsibilities placed upon his shoulders. He has shown year over year that he relishes his responsibility and only wants to improve upon the previous year.

ROSEMARY FRANZEN, CHAIR
BOARD OF COUNTY COMMISSIONERS
CROW WING COUNTY, MINNESOTA
Dated this 10th day of March 2026

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Human Resources	Amy Fischer
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Performance Review Summary for County Administrator

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:

To accept the performance review summary for County Administrator Deborah Erickson and authorize the chair to sign said summary.

Approximate length of presentation:

PERFORMANCE REVIEW SUMMARY
COUNTY ADMINISTRATOR

The Crow Wing County Board of Commissioners completed the annual performance review for the County Administrator on February 24, 2026. County Administrator, Ms. Deborah A. Erickson received an "Outperforming" rating, reflective of highly effective performance.

Purpose-This is the WHY of our mission. The county is here to serve the people, it is done with intention, integrity, and expectations that it will operate in the best interest of the people it serves. Administrator Erickson has shown repeatedly she adheres to our mission, vision and values.

Administrator Erickson has shown her ability to, regardless of the political environment, work with essential customers, legislators, and other leaders in the community to institute a level of trust necessary for success. Administrator Erickson has also, over the past year, intentionally met with many teams within the county organization and built trust and openness to the employees of the county. Further, Administrator Erickson has worked tirelessly to keep each of the board members apprised of important issues and updates. Ms. Erickson continually represents her relationship with the board in a professional and unbiased manner.

In the past year, Ms. Erickson has restructured the Crow Wing County pay plan to ensure continued alignment with the County's compensation strategy of maintaining market-competitive wages while driving organizational results and strengthening employee engagement. She implemented a five-year budget and a seven-year Capital Improvement Plan (CIP) to support long-term fiscal planning and sustainability. In addition, she has maintained strong oversight of the overall county budget, consistently managing resources within established budget targets. She also championed participation in the Six Sigma leadership program, fostering a culture of continuous improvement and equipping team members to identify efficiencies and enhance organizational effectiveness.

Ms. Erickson has proven and shown many times over her ability to handle the responsibilities that have been assigned to her.

ROSEMARY FRANZEN, CHAIR
BOARD OF COUNTY COMMISSIONERS
CROW WING COUNTY, MINNESOTA

Dated this 10th day of March 2026

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Administration	Amber Berent
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: National Agriculture Week Proclamation

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
Approve resolution declaring the week of March 22 - March 28, 2026, as National Agriculture Week.

Approximate length of presentation:

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

DATE: **Resolution:**
OFFERED BY COMMISSIONERS: and
AYES: NAYS:

National Agriculture Week Proclamation
March 22nd – March 28th, 2026

WHEREAS, there are close to 2 million farm families in America, *(USDA, Economic Research Service, 2024),* and

WHEREAS, there are close to 66,000 farm families in Minnesota, *(USDA, State Summaries, NASS, 2022),* and

WHEREAS, there are more than 400 farm families in Crow Wing County, *(County Profiles, MDA, NASS, 2022),* and

WHEREAS, Crow Wing County agriculture and related industries support close to 2,800 jobs, *(Economic Contributions of Agriculture and Forestry in Minnesota, MN Agri Growth, 2024),* and

WHEREAS, Crow Wing County has close to 93,000 acres of farmland, *(County Profiles, Minnesota Dept of Agriculture, NASS, 2022),* and

WHEREAS Crow Wing County agriculture and related industries generate close to $222 million annually in value added economic impact, *(Economic Contributions of Agriculture and Forestry in Minnesota, MN Agri Growth, 2024).*

NOW, THEREFORE, BE IT RESOLVED that the Crow Wing County Board of Commissioners hereby proclaim the week of March 22nd – March 28th, 2026, as National Agriculture Week and recognize all of the important contributions of Crow Wing County Agriculture.

STATE OF MINNESOTA)
COUNTY OF CROW WING) *ss*

I, Deborah A. Erickson, County Administrator, Crow Wing County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Crow Wing County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on < >, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this <X day of X, 20XX>.

_____

DEBORAH A. ERICKSON
COUNTY ADMINISTRATOR

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Community Services	Taylor Lesmeister
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Resolution Declaring a Public Health Nuisance at 1921 Daggett Hall Rd, Brainerd, MN 56401

PREVIOUS ACTION:

COMMENTS:
We are actively working and communicating with the property owners to address the situation.

RECOMMENDED BOARD ACTION:
Approve use of solid waste funds for abatement of the Public Health Nuisance

Approximate length of presentation: 3-5 minutes

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

DATE: **Resolution:**
OFFERED BY COMMISSIONERS: and
AYES: NAYS:

RESOLUTION DECLARING A PUBLIC HEALTH NUISANCE AT 1921 DAGGETT HALL ROAD, BRAINERD, MN 56401

WHEREAS, Crow Wing County Public Health learned of a potential public health nuisance located at 1921 Daggett Hall Road, Brainerd, MN (hereinafter the “Property); and,

WHEREAS, Crow Wing County Public Health viewed the property during multiple site inspections as well as digital images available on GIS mapping for Crow Wing County; and,

WHEREAS, County property records indicate the Property is owned by Phillip Paige and Shawna Kocak (hereinafter “Property Owner”); and,

WHEREAS, there is an accumulation of residential waste along with soft sided items including mattresses, which provides a breeding ground and haven for vermin and other animals, all of which are known to spread diseases that are injurious and a threat to the public health; and,

WHEREAS, on February 13, 2026 a site visit was conducted with Land Services due to evidence of raw sewage on the ground surface, Public Health and Land Services observed the septic discharge as well as an accumulation of household waste.

WHEREAS, the Property Owner was provided a Public Health Nuisance Abatement notice by letter dated February 24, 2026 with a deadline of March 6, 2026; and,

WHEREAS, the Property Owner has failed to remediate the public health concerns; and,

WHEREAS, Crow Wing County Public Health has the responsibility for preventing and controlling the spread of disease throughout the County; and,

WHEREAS, the Property is located within Crow Wing County and is subject to the authority of the Crow Wing County Community Health Board.

NOW THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The property located at 1921 Daggett Hall Road, Brainerd, MN, hereby constitutes a public health nuisance under Minn. Stat. §145A.04, subd. 8.
2. Crow Wing County Public Health shall comply with Minn. Statute and abate the Property at the Property Owner’s expense.

The total cost for the Abatement shall be charged and assessed against the Property pursuant to the provisions and methods set for in Minn. Stat. §145A.08.

STATE OF MINNESOTA)
COUNTY OF CROW WING) ***ss***

I, Deborah A. Erickson, County Administrator, Crow Wing County, Minnesota, hereby certify that I have compared the foregoing copy of the resolution of the county board of said county with the original record thereof on file in the Administration Office, Crow Wing County, Minnesota, as stated in the minutes of the proceedings of said board at a meeting duly held on < >, and that the same is a true and correct copy of said original record and of the whole thereof, and that said resolution was duly passed by said board at said meeting.

Witness my hand and seal this <X day of X, 20XX>.

_____

DEBORAH A. ERICKSON
COUNTY ADMINISTRATOR


DAGGETT BROOK

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

PCBOA	Chris Pence
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Keith Soderman – Land Use Map Amendment

PREVIOUS ACTION:
February 19, 2026 - The Planning Commission/ Board of Adjustment (PC/BOA) made a motion to recommend approval of the following land use map amendment: Parcel number 76190533 from Agricultural/ Forestry to Rural Residential 5, involving 20 acres.

COMMENTS:

Comment from township with no concerns 01/08/2026.

No comments from other agencies.

No comments from the public.

Legal Description: W 1/2 OF NE 1/4 OF NE 1/4

Section 19 Township 44 Range 29

Maple Grove Township

PID: 76190533

RECOMMENDED BOARD ACTION:

Approve the application of Keith Soderman for a land use map amendment for parcel number 76190533 from Agricultural/ Forestry to Rural Residential 5, involving 20 acres, per recommendation of the PC/BOA, findings of fact discussed 2/19/2026, the application submitted 12/11/2025 and the staff report.

Approximate length of presentation: 5 minutes

Property Owner: Keith Soderman

Parcel Number: 76190533

Township: Maple Grove

Legal Description: W. 1/2 OF NE1/4 OF NE1/4
Section 19 Township 44 Range 29

Lot size: 20 Acres

Application Submitted: 12/11/2025
Action Deadline: 2/09/2026
60 Day Waiver: 4/06/2026
County Board Meeting: 3/10/2026

Land Use District: Agricultural/Forestry

Adjacent Land Use:
North: Agricultural/Forestry
South: Agricultural/Forestry
East: Agricultural/Forestry
West: Rural Residential 5

Request:
Land Use Map Amendment:

- **Agricultural/Forestry District to Rural Residential 5**

To change the Land Use Map for the West 416 feet of the North 528 feet of the Northeast Quarter of the Northeast Quarter, Section 19, Township 44, Range 29, Crow Wing County, MN.

12/08/2025 Development Review Team Meeting Notes:

- Changing zoning to Rural Residential 5
- Zoning change will be in NE corner (where the home is)
- Same zoning in the area
- Township
- Applicant grew up on this property and want to do zone change to divide up for sons
- Keeping property as one piece
- Owns surrounding parcels

Permit History:

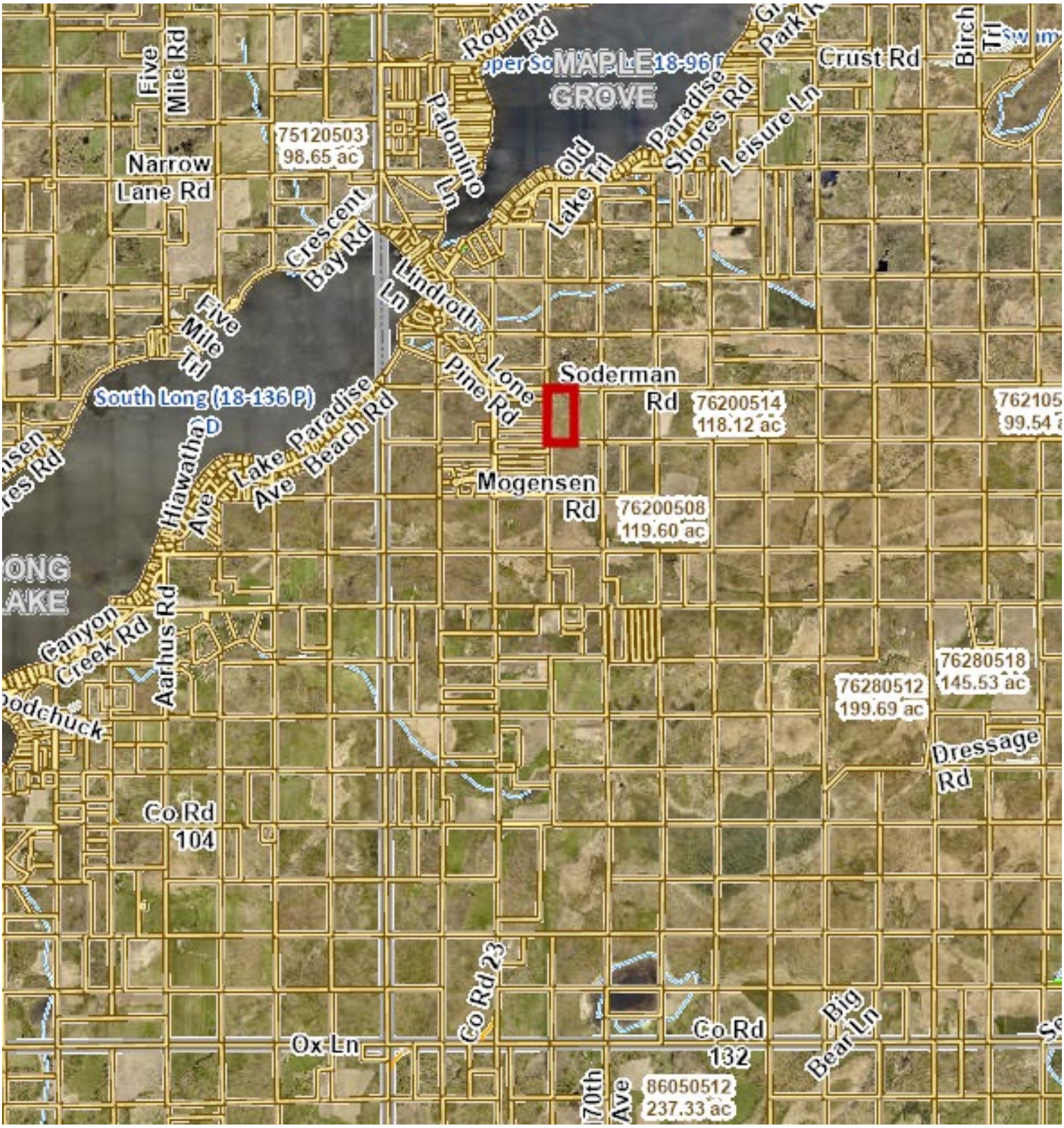
- 10/20/1972 – Land use permit to place mobile home and install septic system
- 7/05/1994 – Land use permit for 26x36 single story garage
- 8/01/1996 – Land use permit to place 28x52 mobile home with 8x8 porch and install new septic
- 8/08/1996 – Sewer Certificate – 3 bedrooms
- 2/10/2004 – Land use permit for 16x16 three season porch with wrap around 6-foot decking
- 3/29/2004 – Compliance Inspection
- 4/20/2006 – Land use permit for 30x40 pole building for AG purposes

Agencies Notified and Responses Received:
SWCD: No comment received as of 2/12/2026
Maple Grove Township: Comment Received 01/08/2026 – no concerns

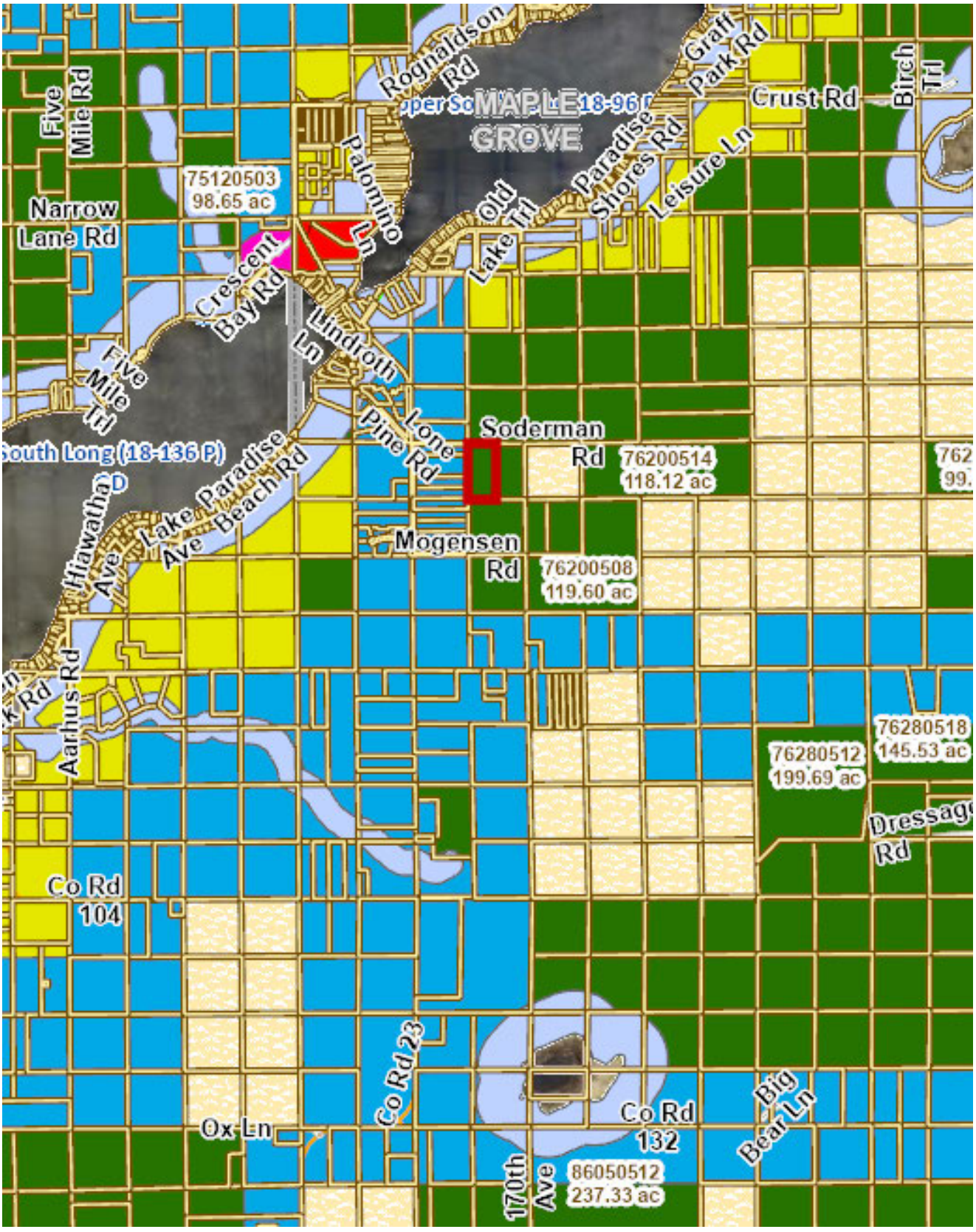
Public Hearing notifications:
Published in the Brainerd Dispatch on 1/31/2026
Mailing notification sent on 2/06/2026 to owners in a ½ mile radius of parcel.

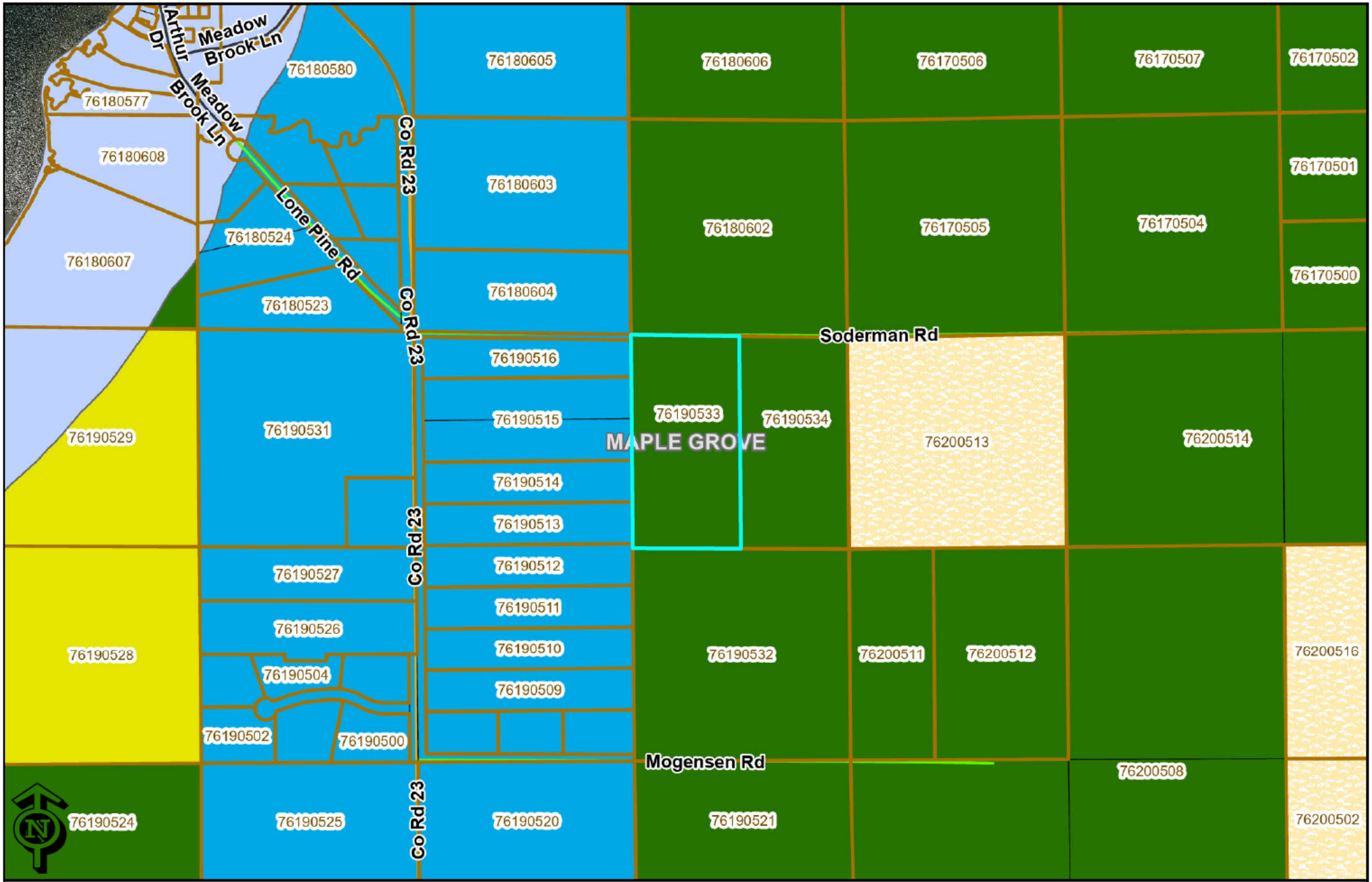
Per findings of fact discussed 2/19/2026, the application submitted 12/11/2025, the staff report, public testimony; Located in Maple Grove Township, Crow Wing County, Minnesota

Locator Map


MAPLE GROVE
Five Mile Rd
Narrow Lane Rd
75120503
98.65 ac
Palomino Ln
Old Lake Trl
Paradise Shores Rd
Leisure Ln
Crust Rd
Birch
Crescent Bay Rd
Lindroth Ln
Five Mile Trl
South Long (18-136 P)
Pine Rd
Lone
Soderman Rd
76200514
118.12 ac
Hiawatha Ave
Lake Paradise Ave
Beach Rd
Mogensen Rd
76200508
119.60 ac
Canyon Creek Rd
Aarhus Rd
76280518
145.53 ac
76280512
199.69 ac
Dressage Rd
Co Rd 104
Co Rd 23
Ox Ln
Co Rd 132
Big Bear Ln
86050512
237.33 ac

LUMA Wide Map





These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

Soderman LUMA Request

Date: 11/26/2025 Time: 10:28 AM

CROW WING COUNTY MINNESOTA

LUMA - 76190533 - Soderman - Saved

Application

Application Summary | LUMA | Invoice | Timeline | Documents | Follow Up | Related

Primary Parcel number (PIN) *	76190533
Parcel number *	76190533
Owner name	SODERMAN, KEITH T & JODI ...
Physical address	16779 SODERMAN RD
Physical city	BRAINERD
Physical zip	56401
Township	MAPLE GROVE TOWNSHIP

Shoreland District	No
Shoreland Protection Zone	No
Riparian	No
Within 500ft of the Mississippi	No
Lake/River	
Deeded acres	19.41
Zoning	AGF

Owner Information

Name *	SODERMAN, KEITH T & JODI R FA...	Mailing Street 1 +	---
Phone Number +	[redacted]	Mailing Street 2	---
Email +	[redacted]	Mailing City +	---
		Mailing State +	---
		Mailing Zip code +	---

Application Type	Land Use Map Amendment (LUMA) ×

Applicant Information

Applicant *	Keith Soderman ×
Is Applicant the Property owner *	I am the owner listed on the property deed.
Authorized Agent Name	---
Public Hearing Agent Type	---
Contractor License Number	---
Email	[redacted]
Phone	[redacted]
Assisted at Counter	No
Customer Service Rep	
Application Submit Date	12/11/2025

Findings of Fact

Is the reclassification in accordance with the County's Comprehensive Plan? Why?	yes
Is the reclassification warranted due to changed land use circumstances or a need for additional property in the proposed land use district? Why?	yes
Is the subject property suitable for development in general conformance with land use standards under the proposed land use district classification? Why?	yes
Will the reclassification be detrimental to uses or property in the immediate vicinity of the subject property? Why?	no
Does the reclassification promote the health, safety, and general welfare of the public? Why?	yes

Project Specifics

Current Land Use District	Agricultural/Forestry District
Proposed Land Use District	Rural Residential 5 Acres
How is the property accessed	Public Road

CROW WING COUNTY STAFF PRELIMINARY FINDINGS OF FACT SUPPORTING/DENYING A LAND USE MAP AMENDMENT

Name of Applicant: Keith Soderman Date: February 19, 2026

PID: 76190533

FINDINGS OF FACT:

1. ***Is the reclassification in accordance with the County's Comprehensive Plan?***
   Yes ☒ ***No*** ☐ ***Why or why not?***

   - Goal 1: Plan a balanced approach to meet housing needs by increasing densities.
     - Policy 3: Plan for smaller rural residential lots in areas served by existing roads but unlikely to be served by public sewer and water to support more affordable rural development.

2. ***Is the reclassification warranted due to changed land use circumstances or a need for additional property in the proposed land use district?***
   Yes ☒ ***No*** ☐ ***Why or why not?***

   - The present land use is Agricultural/Forestry, and the proposed land use will be Rural Residential 5; the properties to the North, East and South are zoned Agricultural/Forestry and the properties to the West are zoned Rural Residential 5.
   - This allows the property owner to subdivide their property and match the zoning directly to the west.
   - The landowner is proposing to only rezone the west 416 feet of the north 528 feet of the northeast quarter of the northeast quarter (5 acres), leaving the remaining portion of the parcel zoned Agricultural/Forestry. The applicant will consolidate the remaining land in PID 76190533 with PID's 76190534 and 76190532 to be conforming in the Agricultural/Forestry District.

3. ***Is the subject property suitable for development in general conformance with land use standards under the proposed land use district classification?***
   Yes ☒ ***No*** ☐ ***Why or why not?***

   - The landowner is proposing to only rezone the west 416 feet of the north 528 feet of the northeast quarter of the northeast quarter (5 acres), leaving the remaining portion of the parcel zoned Agricultural/forestry.
   - The property being rezoned will meet all of the lot size requirements for Rural Residential 5 zoning as stated in Table 14.1 of the Land Use Ordinance.
   - The present land use is Agricultural/Forestry, and the proposed land use will be Rural Residential 5; the properties to the North, East and South are zoned Agricultural/Forestry and the properties to the West are zoned Rural Residential 5.
   - The applicant will consolidate the remaining land in PID 76190533 with PID 76190534 and PID 76190532 to be conforming in the Agricultural/Forestry District.

4. ***Will the reclassification be detrimental to uses or property in the immediate vicinity of the subject property?***
Yes ☐ ***No*** ☒ ***Why or why not?***

- The present land use is Agricultural/Forestry, and the proposed land use will be Rural Residential 5; the properties to the North, East and South are zoned Agricultural/Forestry and the properties to the West are zoned Rural Residential 5.
- There are similar sized parcels located to the west and changing the land use map for this parcel to be Rural Residential 5 would not be detrimental to the area.

5. ***Does the reclassification promote the health, safety, and general welfare of the public?***
Yes ☒ ***No*** ☐ ***Why or why not?***

- The present land use is Agricultural/Forestry, and the proposed land use will be Rural Residential 5; the properties to the North, East and South are zoned Agricultural/Forestry and the properties to the West are zoned Rural Residential 5.
- There are similar sized parcels located to the west and changing the land use map for this parcel to be Rural Residential 5 would not be detrimental to the area.

6. ***Township Recommendation:*** **Comment Received 01/08/2026**

RECEIVED
By Stacy Westhoff at 8:12 am, Jan 09, 2026

Stacy Westhoff

From: Daniel J Martonik <dmartonik@brainerd.net>
Sent: Thursday, January 8, 2026 4:43 PM
To: Stacy Westhoff
Subject: Re: NOTICE - PCBOA PUBLIC HEARING 1/15/2026-LUMA-Soderman

Mr. and Mrs. Keith Soderman Public meeting, scheduled for January 15, 2026.

Hi Stacy, in the matter of rezoning Parcel number 76190533, the Township of Maple Grove has no issue with the rezoning application of Mr. and Mrs. Soderman.

Thank you,

Daniel J. Martonik, Maple Grove Township Supervisor

On 1/2/2026 1:24 PM, Stacy Westhoff wrote:

Property Owner: Keith Soderman
Parcel Number: 76190533
Township: Maple Grove

Request:
Land Use Map Amendment:

1. **Agricultural/Forestry District to Rural Residential 5**

This is a NOTICE informing you that an application has been made before the Planning Commission/Board of Adjustment at a date in the near future. This Notice is being sent in order to give adequate time to review the application and make recommendations in a timely manner prior to the County's Public Hearing Process.
Attached to this NOTICE OF PUBLIC HEARING is a copy of the NOTICE, the site plan, and the application. These files can also be viewed in person at the Land Services Office.
Please review the attached material and submit your written comments and/or concerns, whether pro or con, to the Land Services Department at least one (1) week prior to the Hearing.
The Planning Commission/Board of Adjustment values the input and takes the concerns into consideration when making their decisions.

Sincerely,
Stacy Westhoff
Planning Coordinator
Office: (218) 824-1010
Direct: (218) 454-7481
www.crowwing.gov

Land Services
322 Laurel Street Suite 15
Brainerd, MN 56401

Excellent customer service is our top priority. Please let me know if I was helpful!
Customer Service Survey

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

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REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

PCBOA	Chris Pence
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: William Schrader- Land Use Map Amendment

PREVIOUS ACTION:

February 19, 2026 - The Planning Commission/ Board of Adjustment (PC/BOA) made a motion to recommend approval of the following land use map amendment:

- Parcel numbers 60060509, 60060502 from Agricultural/ Forestry to Rural Residential 10.

COMMENTS:

No comment from the township.

No comment from other agencies.

One comment received by a neighbor on 2/19/2026.

Legal Description: Part of Government Lots 2 & 3; Part of NW ¼ of SE ¼

Section 06 Township 137 Range 26

Fairfield Township

PID: 6060509, 60060502

RECOMMENDED BOARD ACTION:

Approve the application of William Schrader for a land use map amendment for parcel numbers 60060509 & 60060502 from Agricultural/ Forestry to Rural Residential 10 involving approximately 16 acres, per recommendation of the PC/BOA, findings of fact discussed 2/19/2026, the application submitted and the staff report.

Approximate length of presentation: 5 Minutes

Property Owner: William Schrader

Authorized Agent: Kevin McCormick

Parcel Number: 60060509 & 60060502

Parcel Address: 38275 Pickerel Trail, Crosslake, MN 56442

Township: Fairfield

Legal Description: Part of Government Lots 2 & 3; Part of NW ¼ of SE ¼
Section 06 Township 137 Range 26

Application Submitted: 1/14/2026
Action Deadline: 3/11/2026
60 Day Waiver: N/A
County Board Meeting: 3/10/2026

Land Use District: Shoreland & Agricultural/Forestry

Adjacent Land Use:
North: Shoreland & Agricultural/Forestry
South: Rural Residential 2.5
East: Agricultural/Forestry
West: Shoreland

Request:
Land Use Map Amendment:

- **Agricultural/Forestry to Rural Residential 10**

1/12/2025 Development Review Team Meeting Notes:

Meeting Minutes:

- This parcel is not platted
- This parcel is torrens
- Initially Authorized Agent went to apply for an administrative subdivision for 6060509 but could not complete with the adjacent Agricultural/Forestry parcel 60060502.
- If LUMA is approved, the plan is to complete and administrative subdivision on 6060509 for 3 parcels

Request:

- Apply for Land Use Map Amendment from Agricultural/Forestry to Rural Residential 10 for both 60060509 & 60060502.

Permit History:

60060509

- 6/12/1986 – Land Use Permit for 28x32 Dwelling and Septic
- 4/20/1994 – Land Use Permit for Septic
- 4/20/1994 – Sewer Certificate
- 11/21/2003 - Compliance Inspection

60060502

- No permits

Agencies Notified and Responses Received:
SWCD: No comment received as of 2/12/2026
Fairfield Township: No comment received as of 2/12/2026

Public Hearing notifications:
Published in the Brainerd Dispatch on 1/31/2026
Mailing notification sent on 2/06/2026 to owners in a ½ mile radius of parcel.

Per findings of fact discussed 2/19/2026, the application submitted 1/14/2026, the staff report, public testimony; Located in Fairfield township, Crow Wing County, Minnesota

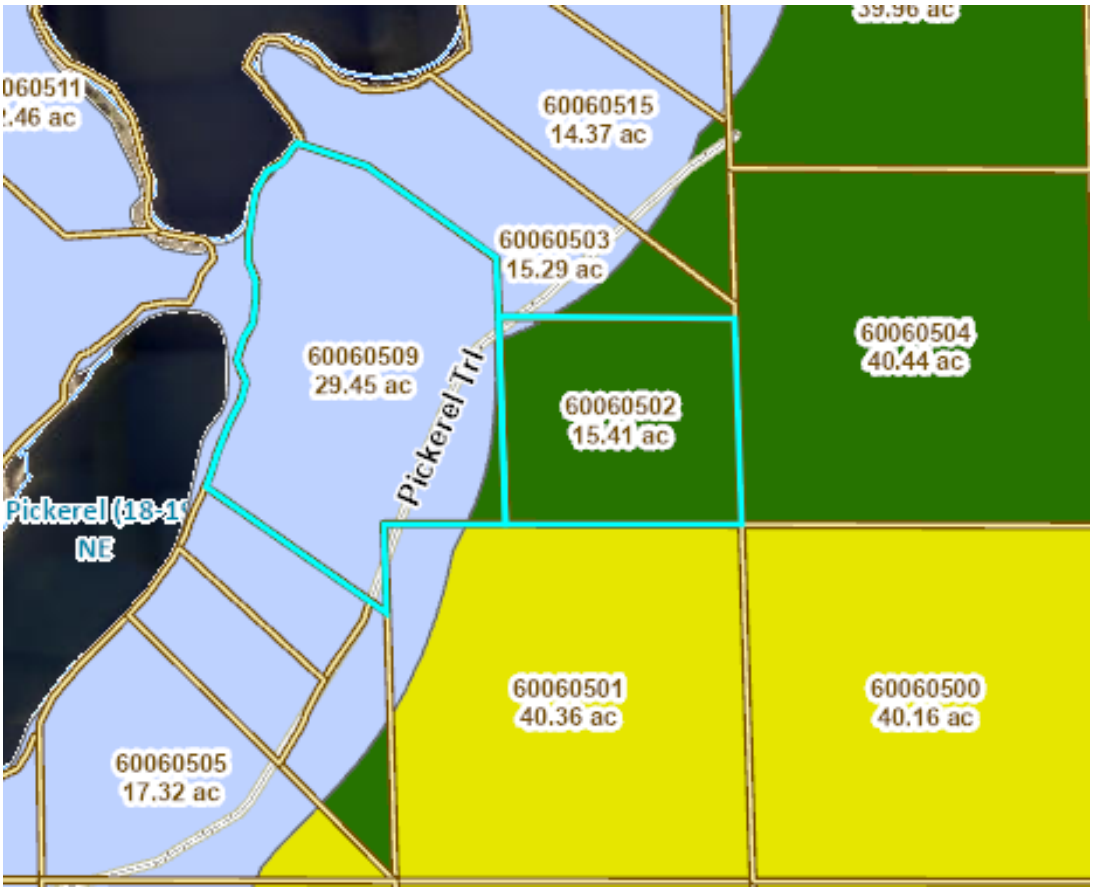

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CITY OF EMILY
Dahler (18-204 P)
GD
2134P002
42.19 ac
State Hwy 6
Emily (18-203 P)
GD
FAIRFIELD
Dam Rd
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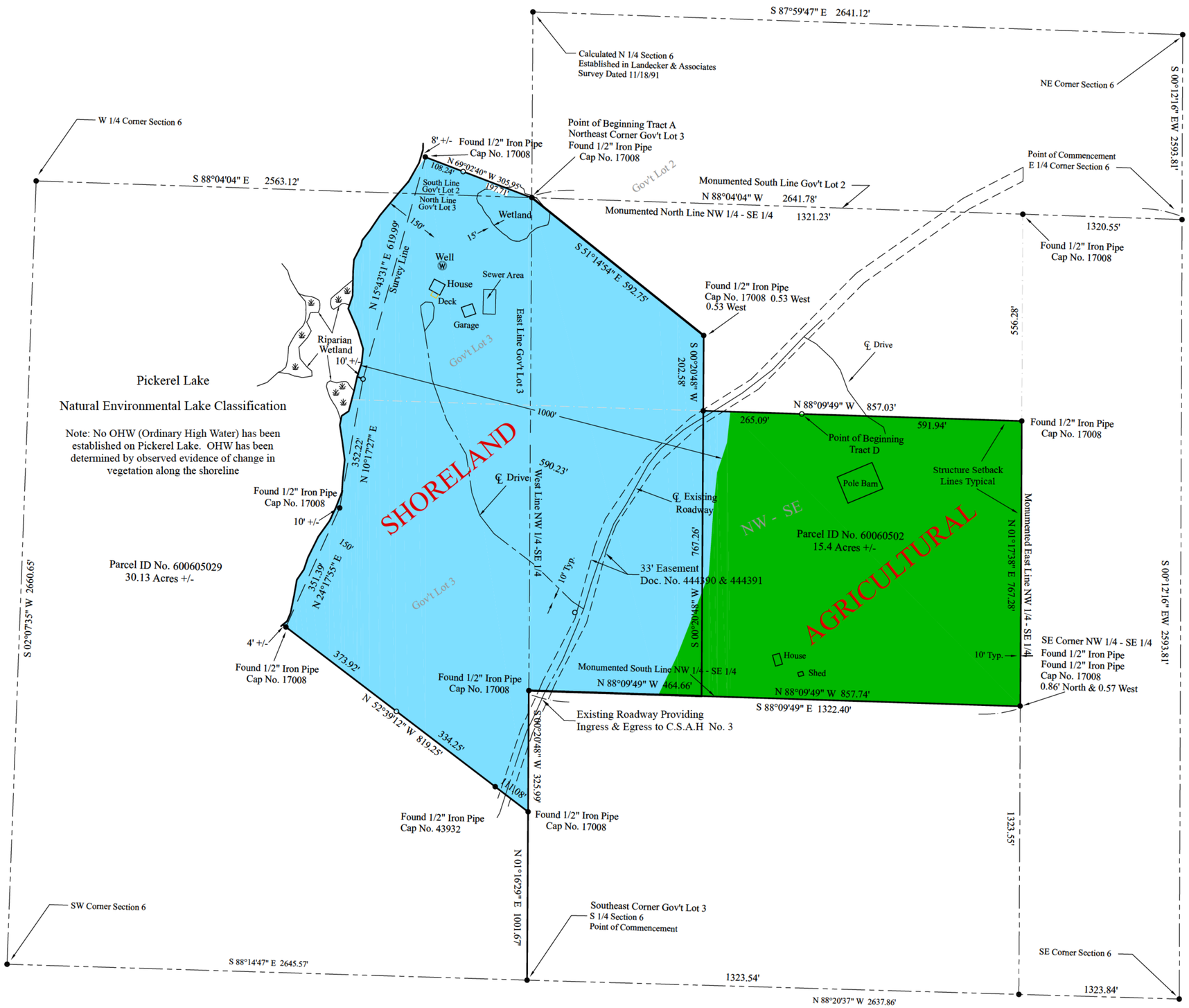
Zoning Exhibit

Part of the NE $\frac{1}{4}$ - SE $\frac{1}{4}$ and Government Lot 3
Section 6, Township 137 North, Range 26 West
Crow Wing County, Minnesota

N
W E
S
0 200 400

Legend

- ● Found Survey Monument
- ○ Set 5/8" Rebar Survey Cap No. 15294
- Structure Setback Line Typical



Surveyors Notes:

a) No under ground utilities have been identified for purposes of this survey
b) No wetland delineations have been provided for purposes of this survey (No wetlands are indicated by National Wetland Inventory Mapping)
c) No Bluffs are present on the property

Existing Zoning Shoreland District / Agricultural

Structure Setback From Natural Environmental Lake 150'
Structure Sideline Setback 10'
Structure Setback from Wetlands 15'

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE SOUTH LINE OF THE NW - SE QUARTER TO HAVE AN ASSUMED BEARING OF S 88° 09' 49" E

Land Design Solutions
Complete Land Consultation Services
11821 Lake Trail Crosslake Minnesota 56442
218-820-0854
landdesignsolutions.co

Signature John J. Hinrichsen Jr. Registration No. 15294

I hereby certify that this survey was completed by me, or under my direct supervision and that I am a duly licensed Land Surveyor of the State of Minnesota.

Zoning Exhibit
Survey Prepared for: William Schrader
38275 Pickerel Trail
Crosslake, MN 56442

DATE 12/11/2025 | SCALE 1" = 200' | PROJECT NO. 25-012

RECEIVED
By RECEIVED at 8:17 am, Feb 19, 2026

Stacy Westhoff

From: thornwoodmorg@gmail.com
Sent: Wednesday, February 18, 2026 6:20 PM
To: PCBOA
Subject: William Schrader Land Use Request for Parcels 60060509 and 60060502

You don't often get email from thornwoodmorg@gmail.com. Learn why this is important

February 18, 2026

Crow Wing County Planning Commission
RE: William Schrader Land Use Request for Parcels 60060509 and 60060502

My name is Tara Good, my husband Wes and I live at 38117 Pickerel Trail, Crosslake. Our property abuts Mr. Schrader's property to the south and we oppose this request. Given our strong feelings about this request of Mr. Schrader's, we would have attended this hearing in person if not for a prior family commitment.

Pickerel Trail is an approximately 1-mile-long gravel road maintained by the residents – this includes grading, snow removal and improvements. There are five houses on this road, only three of which are occupied by full-time residents – Mr. Schrader is not a full-time resident, he simply owns land here. When we first purchased our property almost 10 years ago, this road was practically impassable by anything other than a 4-wheel drive vehicle in the Spring. It was in such poor condition we had to hire an Excavator to regrade the portion of road from Lodge Pole Road to our driveway so we could get a moving truck in. Since then, we have continued to take responsibility for and maintain that same portion of Pickerel Trail - approximately ½ mile of gravel road. This includes snow removal, grading, filling holes and soft spots with gravel when we can and tree removal when needed. This comes at considerable expense in time, money and wear and tear on our equipment. The is not something we knowingly signed up for when we purchased this property – we were told by our Realtor that the Township maintained the road – he was incorrect. But we took it on nonetheless, after all, we need the road to remain in good condition for us as well as our neighbors to get to our jobs, receive propane delivery and get emergency services when needed.

The reason we oppose this is because the only reason that I can see for it is for Mr. Schrader to sub-divide the land to make way for more housing. Besides the fact that we moved here precisely for the relative remoteness of this road, this gravel road simply can't support the addition of five or more houses and all the extra traffic that would bring. There is simply no way our household can afford in time or money to maintain it under those conditions. Fairfield Township has already stated that it has no intention of maintaining Pickerel Trail. You could make the argument that with the addition of that much new housing a Homeowners Association would be appropriate – but we did not move here to join an HOA. While not speaking for the other two full-time residents of Pickerel Trail, I can't believe they would be open to that idea either. That would leave Crow Wing County to fill in the gaps. Upgrading this road to handle that kind of traffic…I honestly can't imagine what that would cost in road base alone, then add yearly gravel and maintenance.

All this is ignoring Pickerel Lake itself. It's a small lake that already gets a lot of pressure from the Boy Scout Camp. Adding another five or more houses would just exacerbate an already stressed situation. The recent appearance of milfoil, the decrease in clarity and the apparent decrease in fish are just some of the issues we've seen in just the last few years. These issues are probably more appropriately handled by the DNR, but this is a County issue too. Part of what adds value to our property is a clean, well-stocked lake.

Thank you for considering our view.

Wes and Tara Good

CROW WING COUNTY
MINNESOTA

AUTHORIZED AGENT FORM

I hereby authorize Kevint T, McCormick PM Land Design Solutions LLC to act as my authorized agent in dealing with Crow Wing County to obtain the following:

_____ **Land Use Permit – Contractor License Number** _____
Must be a licensed contractor to apply for a Land Use Permit

_____ **Shoreland Alteration Permit** _____ **Subdivision Approval**

X **Public Hearing PCBOA** _____ **Boundary Line Adjustment**

For the following property:

Address: 38275 Pickerel Trail Crosslake, MN 56442

Parcel Number(s): 60060509 & 60060502

Property Owner Signature — Date: 12/15/25

[redacted]
Property Owner Phone Number

[redacted]
Authorized Agent Phone Number

Land Design Solutions LLC 11821 Lake Trail Crosslake, MN 56442
Authorized Agent's Mailing Address

[redacted]
Authorized Agent's Email Address

Land Services Department
Gary Griffin, Director
322 Laurel Street
Suite 15
Brainerd, MN 56401
Office: (218) 824-1010
www.crowwing.us

Our Vision: Being Minnesota's favorite place.
Our Mission: Serve well. Deliver value. Drive results.
Our Values: Be responsible. Treat people right. Build a better future.

LUMA - 60060502 - McCormick - Saved

Application

Application Summary | LUMA | Invoice | Timeline | Documents | Follow Up | Related

Primary Parcel number (PIN) *	60060502 ×

Parcel number *	60060502
Owner name	SCHRADER, WILLIAM J TRUST...
Physical address	
Physical city	
Physical zip	
Township	FAIRFIELD TOWNSHIP

Shoreland District	Yes
Shoreland Protection Zone	No
Riparian	No
Within 500ft of the Mississippi	No
Lake/River	
Deeded acres	15.41
Zoning	AGF

Owner Information

Name *	SCHRADER, WILLIAM J TRUST AGR...	Mailing Street 1 +	16175 County Road 36
Phone Number +	[redacted]	Mailing Street 2	---
Email +	[redacted]	Mailing City +	Crosslake
		Mailing State +	MN
		Mailing Zip code +	56442

Adjacent Parcels

Adjacent Parcels

Adjacent Parcel Number 2	60060509 ×
Adjacent Parcel Number 3	---

Application Type	Land Use Map Amendment (LUMA) ×

Applicant Information

Applicant *	Kevin McCormick ×
Is Applicant the Property owner *	I am not the owner.
Authorized Agent Name	---
Public Hearing Agent Type	Surveyor
Contractor License Number	---
Email	kevin@landdesignsolution.net
Phone	---
Assisted at Counter	No
Customer Service Rep	
Application Submit Date	1/14/2026

Project Specifics

Current Land Use District	Agricultural/Forestry District
Proposed Land Use District	Rural Residential 10
How is the property accessed	Easement

Findings of Fact

Is the reclassification in accordance with the County's Comprehensive Plan? Why?	Opportunities for expanding residential housing while preserving forest and lake areas
Is the reclassification warranted due to changed land use circumstances or a need for additional property in the proposed land use district? Why?	The 15.4 acre property has been zoned agricultural for many years when 10 acres was the requirement
Is the subject property suitable for development in general conformance with land use standards under the proposed land use district classification? Why?	Yes, existing structures are in place, therre is ample room for septic and well locations
Will the reclassification be detrimental to uses or property in the immediate vicinity of the subject property? Why?	No, most parcels are reflective of tracts of this size in the area. RR2.5 directly to the South
Does the reclassification promote the health, safety, and general welfare of the public? Why?	Yes, large tracts provide ample room for utility and structures with low impervious surface areas

CROW WING COUNTY STAFF PRELIMINARY FINDINGS OF FACT SUPPORTING/DENYING A LAND USE MAP AMENDMENT

Name of Applicant: William Schrader Date: February 19, 2026

PID: 60060509, 60050602

FINDINGS OF FACT:

1. ***Is the reclassification in accordance with the County's Comprehensive Plan?***
   Yes ☒ ***No*** ☐ ***Why or why not?***

   - Goal 1: Plan a balanced approach to meet housing needs by increasing densities.
     - Policy 3: Plan for smaller rural residential lots in areas served by existing roads but unlikely to be served by public sewer and water to support more affordable rural development.

2. ***Is the reclassification warranted due to changed land use circumstances or a need for additional property in the proposed land use district?***
   Yes ☒ ***No*** ☐ ***Why or why not?***

   - The present land use is Agricultural/Forestry, and the proposed land use will be Rural Residential 10; the properties to the North are zoned Shoreland District and Agricultural/Forestry District, to the East properties are zoned Agricultural/Forestry, to the West the properties are zoned Shoreland District, and to the South are zoned Rural Residential 2.5.
   - This allows the property owner to subdivide their property and create parcels that are similar in size within the area.

3. ***Is the subject property suitable for development in general conformance with land use standards under the proposed land use district classification?***
   Yes ☒ ***No*** ☐ ***Why or why not?***

   - The property will meet all of the lot size requirements for Rural Residential 10 zoning as stated in Table 14.1 of the Land Use Ordinance.
   - The present land use is Agricultural/Forestry, and the proposed land use will be Rural Residential 10; the properties to the North are zoned Shoreland District and Agricultural/Forestry District, to the East properties are zoned Agricultural/Forestry, to the west the properties are zoned Shoreland District, and to the South are zoned Rural Residential 2.5.
   - Parcel 60060502 is nonconforming due to its existing lot size within Agricultural/Forested zoning. By rezoning this parcel to Rural residential 10 the lot would be conforming.

4. ***Will the reclassification be detrimental to uses or property in the immediate vicinity of the subject property?***
Yes ☐ ***No*** ☒ ***Why or why not?***

- The present land use is Agricultural/Forestry, and the proposed land use will be Rural Residential 10; the properties to the north are zoned Shoreland District and Agricultural/Forestry District, to the east properties are zoned Agricultural/Forestry, to the west the properties are zoned Shoreland District, and to the south are zoned Rural Residential 2.5.
- There are similar sized parcels located to the North and changing the land use map for this parcel to be Rural Residential 10 would not be detrimental to the area.

5. ***Does the reclassification promote the health, safety, and general welfare of the public?***
Yes ☒ ***No*** ☐ ***Why or why not?***

- The present land use is Agricultural/Forestry, and the proposed land use will be Rural Residential 10; the properties to the North are zoned Shoreland District and Agricultural/Forestry District, to the East properties are zoned Agricultural/Forestry, to the west the properties are zoned Shoreland District, and to the South are zoned Rural Residential 2.5.
- There are similar sized parcels located to the North and changing the land use map for this parcel to be Rural Residential 10 would not be detrimental to the area.

6. ***Township Recommendation:*** **None as of 02/12/2026**

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

PCBOA
ORIGINATING DEPARTMENT

Chris Pence
PRESENTER

AGENDA ITEM: Sorenson Lake Estates – Preliminary Plat

PREVIOUS ACTION:

February 19, 2026– The Planning Commission/Board of Adjustment made a motion to recommend approval of the preliminary plat of “Sorenson Lake Estates” to the County Board of Commissioners.

COMMENTS:

February 19, 2026 - The Planning Commission/Board of Adjustment approved a variance to allow:

- Lot width of 72 feet where 150 feet is required for lot 2 and Lot width of 119 feet where 150 feet is required for lot 3 on Sorenson Lake, a Recreation Development Lake.
- No comment received from township
- DNR comment with no concerns
- One comment from neighborhood in opposition

Legal Description

Part of Government lots 6 - 8

Section 8 Township 135 Range 28

Lake Edward Township

PID: 73350583, 73350589, 73350587, 73350697

RECOMMENDED BOARD ACTION:

Approve the application of Gregory Larson for preliminary plat of “Sorenson Lake Estates” a Conventional Development Plat consisting of five individual lots.

Approximate length of presentation: 5 minutes

Property Owner: Gregory James Larson

Parcel Number: 73350583, 73350589, 73350587, 73350697

Physical Address: 11263 Sorenson Lake Road, Merrifield, MN 56465

Township: Lake Edward

Legal Description: Part of Government Lots 6, 7 & 8
Section 8 Township 135 Range 28

Sorenson Lake – Recreational Development – 100-foot lake setback

Minimum lot size: 40,000 square feet
Minimum buildable area: 16,000 square feet
Minimum lot width: 150 feet

Application Submitted:
- Preliminary Plat: 10/08/2025
- Variance: 11/19/2025

Action Deadline:
- Preliminary Plat:12/07/2025
- Variance: 1/18/2026

60 Day Waiver: 3/18/2026
Applicant extension: 04/30/2026
Wetland: 6/05/2025
Septic: 7/30/2025
County Board meeting: 3/10/2026

Land Use District: Shoreland

Adjacent Land Use:
North: Shoreland & Crystal Lake
South: Shoreland & Sorenson Lake
East: Shoreland & Rural Residential 2.5
West: Shoreland & Commercial

Request:

1. **Variance for:**
   - **Lot width requirement of 72 feet where 150 feet is required for riparian parcels on Recreation Development Lakes (Lot 2 & Lot 3).**

2. **Preliminary Plat:**
   - **"Sorenson Lake Estates" Consisting of 5 lots**

Potential Conditions:

- **Final plat must be submitted within 12 months of Preliminary Plat approval by the County Board**
- **All applicable required improvements (Article 9.8) shall be effectively implemented**
- **If this plat proposes to disturb 1 acre or more of soil, a Stormwater Pollution Prevention Plan (SWPPP) must be approved by the MPCA for their records prior to construction, tree clearing, and/or land grading and implemented on-site.**
- **Documentation of plat monuments completed**
- **Title Commitment (Before Final Plat)**

12/29/2025 On-Site Comments: Auge, Larson, Dunlap, Pence, Westhoff

- Concerns about lot width variance being so significant

01/13/2025 Development Review Team Meeting Notes:

- Reviewed the proposal
  - Want to divide the lots
- Reviewed the parcel history
- Discussed Ordinance requirements for lot size
  - Recreational Development Lake
    - Setback requirements
  - Variance would be required for the one lot
    - Other lots should meet lot size requirements per Ordinance
- Discussed the plat process
  - Certificate of survey would be required
  - Wetland information required or winter window
  - Septic compliance on all systems or winter window
- Comments from Highway:
  - Highway maintains Sorenson Road as it starts in First Assessment District
- Septic Discussion
  - Failing mound
  - Needs to be updated even if they do not split the lots
    - Work with Nicholette on this

Permit History:

Permit History: 73350697

- None

Permit History: 73350587

- None

Permit History: 73350589

- 10/14/2007 – Compliance Inspection
- 10/25/2007 – Public Hearing; zoning change approved from AGF to RR-5
- 7/25/2008 – Land Use Permit to place 8x23 travel trailer for seasonal use
- 9/05/2008 – Land Use Permit to place 8x8 storage shed (no living quarters)
- 5/28/2010 – Land Use Permit to move up to 100 cu. yds. of dirt in the RLZ, to place two 10x20 awnings, to place 6x10 plastic shed, to place 8x32 deck in from of 8x35 camper
- 4/12/2012 – Shoreland Alteration Permit for dirt fill up to 100 cu. yds.
- 4/12/2012 – Land Use Permit for 52x64 pole barn

Permit History: 73350583

- 6/02/1977 – Land Use Permit for 12x24 screened in porch
- 7/21/1983 – Land Use Permit to install septic system
- 7/1983 – Certificate of Installation
- 8/10/1983 – Land Use Permit for 24x28 garage only per BOA 1984
- 9/19/1984 – Public Hearing; variance approved for 22x28 garage (54 ft. from OHW)
- 12/08/1993 – Public Hearing; variance approved for dwelling, garage, porch
- 7/17/1997 – Land Use Permit for 12x55 dwelling from BOA 10/27/1993
- 8/14/1997 – Public Hearing; variance approved to install septic system 50 ft. from OHW
- 9/23/1997 – Land Use Permit to install septic system
- 10/08/1997 – Certificate of Installation
- 5/19/2000 – Land Use Permit for 24x52 dwelling with 16x24 four-season porch, 24x28 attached garage and to install septic system
- 6/13/2000 – Certificate of Installation
- 6/11/2001 – Land Use Permit for sand blanket and dirt moving
- 3/26/2002 – Land Use Permit for 26x40 dwelling per BOA 12/08/1993
- 5/05/2023 – Compliance Inspection – Failing

Agencies Notified and Responses Received:
CWC Highway: No comment as of 2/12/2026
MN DNR: One comment received as of 2/12/2026
SWCD: No comment received as of 2/12/2026
Lake Edward Township: No comment received as of 2/12/2026

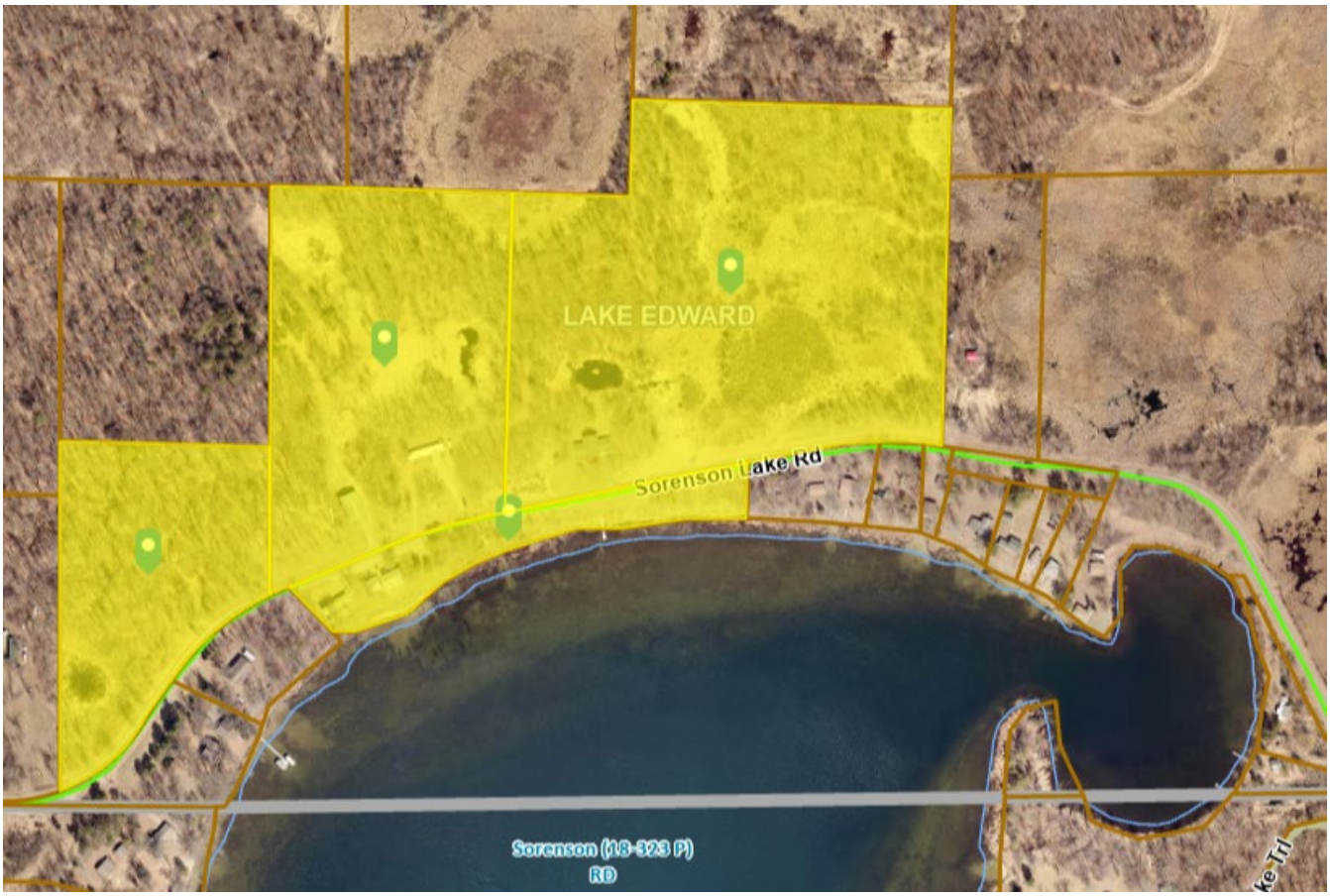
Public Hearing notifications:
Published in the Brainerd Dispatch on 12/31/2026
Mailing notification sent on 2/06/2026 to owners in a ½ mile radius of parcel.

Per findings of fact discussed 2/19/2026, the application submitted 10/08/2025 & 11/19/2026, the staff report, on-site conducted 12/29/2025 & 2/05/2026, public testimony, and as shown on the Certificate of Survey dated -10/08/2025; Located in Lake Edward Township, Crow Wing County, Minnesota

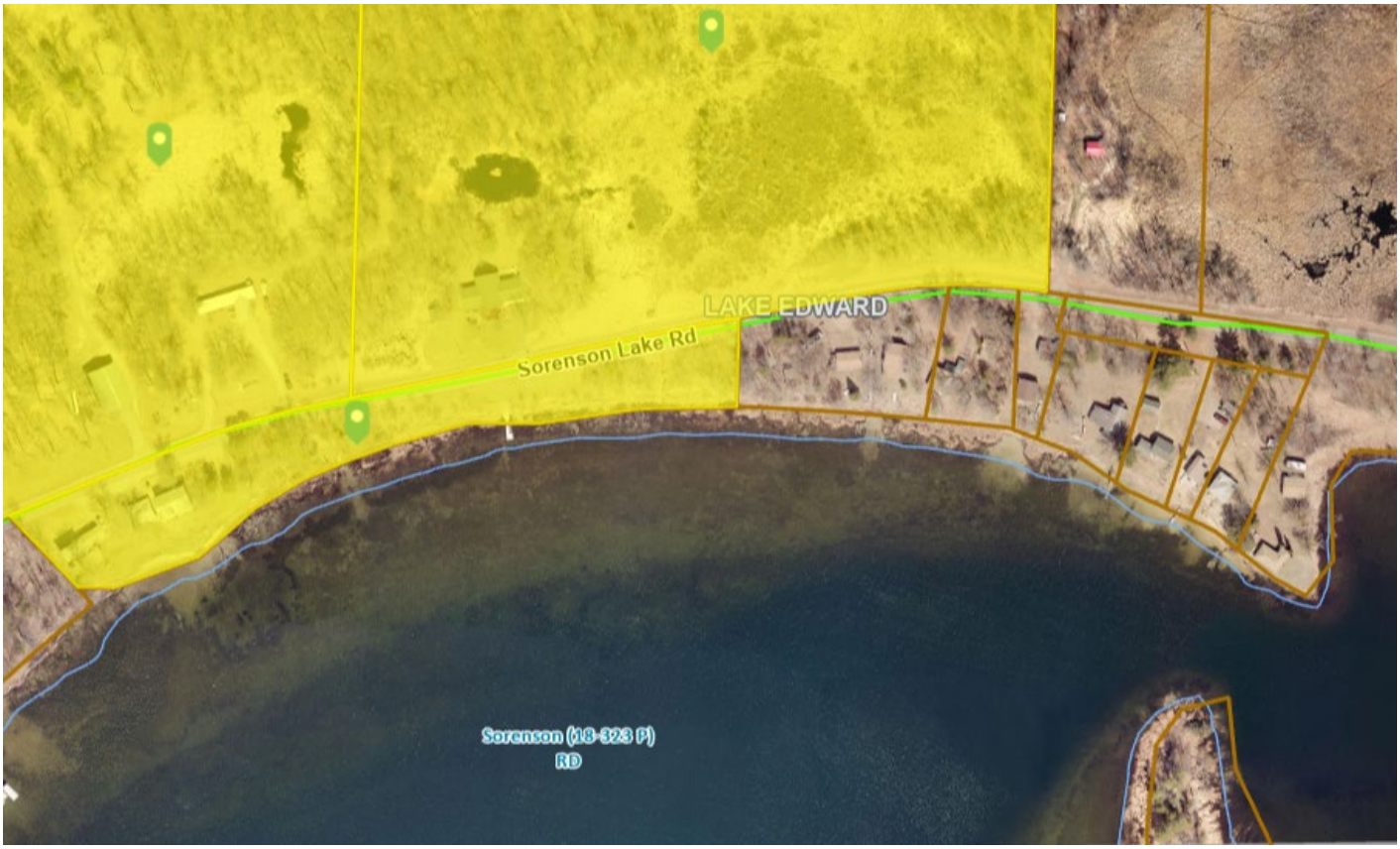
Locator:


LAKE EDWARD
North Long (18-372 P)
GD
Crystal (18-341 P)
RD
Sorenson (18-323 P)
RD
FIRST
ASSESSMENT
Cottage Ln
Train Bell Rd
Co Rd 3
Crystal Lake Rd
Severson Pkwy
Birds Eye Trl
Trailside Ln
Sorenson Lake Rd
E Shore Dr
Paradise Ln
Barryville Rd
N Long Lake Rd
N Sorenson Lake Trl
Sorenson Lake Ln
Lancelot Ln
Kelash Trl
Bonnie Rd
Whitetail Dr
Whitetail Ridge Rd
Legionville Point Trl
Essex Ln
Arden Ln
Stratford Rd
Paradise Dr

Areial:



Shoreline:



CROW WING COUNTY MINNESOTA

Aerial



Aerial TOPO



Aerial FEMA



Assessor Photos – 73350587





Assessor Photos – 73350589









Assessor Photos – 73350583













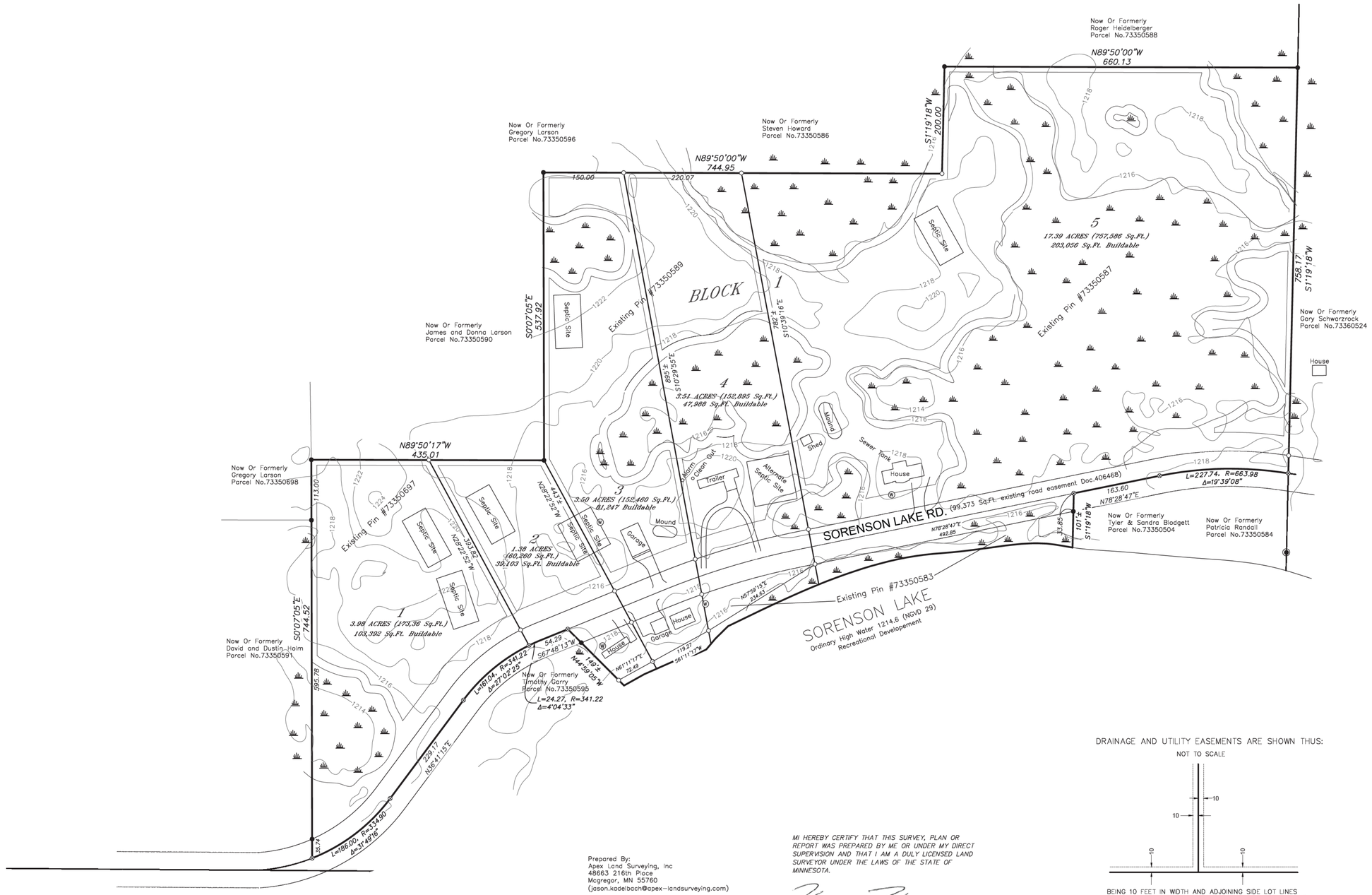




Preliminary Plat of

SORENSON LAKE ESTATES

PART OF GOV'T LOTS 6, 7 AND 8, SECTION 35, TOWNSHIP 135, RANGE 28, CROW WING COUNTY, MINNESOTA



SCALE IN FEET

100' 0 100' 200'

- ● INDICATES FOUND IRON MONUMENT
- ○ INDICATES SET CAPPED 1/2 INCH BY 18 INCH IRON PIPE MONUMENT BEARING P.L.S. NO. 57070 (TO BE PLACED)
- ◉ CROW COUNTY CAST IRON MONUMENT FOUND

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE CROW WING COUNTY COORDINATE SYSTEM.

Surveyors Notes:

This Survey was done without the benefit of a Title Commitment. The Title commitment has been ordered, additional Easements if any will be shown and the Boundary will be revised if needed. Addition Irons might be placed upon final staking and this will be shown and revised on the final plat.

Setbacks as follows:

10.00 foot sides and rear
35.00 feet from Road Right-of-Way
15.00 feet from Wetlands.

Property is Zoned Shoreland Residential.

Wetlands were delineated by Brinks Wetland Services, LLC

All adjacent parcels are zoned Shoreland Residential.

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS:

NOT TO SCALE

BEING 10 FEET IN WIDTH AND ADJOINING SIDE LOT LINES AND BEING 10 FEET IN WIDTH AND ADJOINING PUBLIC WAYS UNLESS OTHERWISE INDICATED ON THIS PLAT

Prepared By:
Apex Land Surveying, Inc
48663 216th Place
Mcgregor, MN 55760
(jason.kadelbach@apex-landsurveying.com)

Developed By:
Greg Larson
11348 Sorenson Lake Road.
Merrifield, MN 56465
(glarson826@gmail.com)

MI HEREBY CERTIFY THAT THIS SURVEY, PLAN OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

KALEB KADELBACH (LIC. NO. 57070) 1/23/2026

DATE: 10/08/2025

APEX LAND SURVEYING

Nicholette Dunlap

From: Frie, Jacob (DNR) <Jacob.Frie@state.mn.us>
Sent: Thursday, February 12, 2026 8:43 AM
To: Nicholette Dunlap
Subject: RE: PCBOA PUBLIC HEARING 2/09/2026

Hello Nicholette:

Thank you for sending this information my way, and I appreciated the phone conversation this morning. I've reviewed the survey and DNR has no comments given the fact that there's already existing dwellings near the lake with no density issues and overall and buildable lot sizes meet, with adequate septic treatment areas in the rear-lot zone.

Thank you for your time in this regard.

Sinceley,

Jacob Frie
Area Hydrologist | Division of Ecological and Water Resources

Minnesota Department of Natural Resources
1601 Minnesota Drive
Brainerd, MN, 56401
Phone: 218-203-4367
Email: Jacob.frie@state.mn.us
mndnr.gov

From: Nicholette Dunlap <Nicholette.Dunlap@crowwing.gov>
Sent: Thursday, February 12, 2026 8:12 AM
To: Frie, Jacob (DNR) <Jacob.Frie@state.mn.us>
Subject: RE: PCBOA PUBLIC HEARING 2/09/2026

Hello Jake,
Attached is the Larson packet that will be uploaded today. Survey is on page 14.

Thank You,

Nicholette Dunlap
Sr. Environmental Services Specialist
Office: (218) 824-1010
Direct: (218) 824-1354
Cell: (218) 232-3701

www.crowwing.us

Platted Subdivision - 73350583 - Larson - Saved

Application

Application Summary | Plat | Invoice | Timeline | Documents | Follow Up | Related

Primary Parcel

Primary Parcel number (PIN) * 73350583

Parcel number *	73350583
Owner name	LARSON, JAMES E REV TRUST (1...
Physical address	11263 SORENSON LAKE RD
Physical city	MERRIFIELD
Physical zip	56465
Township	LAKE EDWARD TOWNSHIP

Shoreland District	Yes
Shoreland Protection Zone	Yes
Riparian	Yes
Within 500ft of the Mississippi	No
Lake/River	SORENSON
Deeded acres	2.16
Zoning	SD

Owner Information

Name *	LARSON, JAMES E REV TRUST (1/2 IN...	Mailing Street 1 *	---
Phone Number *	[redacted]	Mailing Street 2	---
Email *	[redacted]	Mailing City *	---
		Mailing State *	---
		Mailing Zip code *	---

Adjacent Parcels

Adjacent Parcel Number 2	73350589
Adjacent Parcel Number 3	73350587
Adjacent Parcel Number 4	73350697
Adjacent Parcel Number 5	---

Application Type

Application Type	Platted Subdivision ×

Applicant Information

Applicant	*	Greg Larson ×
Is Applicant the Property owner	*	I am the owner listed on the property deed.
Authorized Agent Name		---
Public Hearing Agent Type		---
Contractor License Number		---
Email		---
Phone		---
Assisted at Counter		No
Customer Service Rep		
Application Submit Date		10/8/2025

Project Specifics

Enter number of proposed lots	6
Enter number of proposed Out-lots	5
How is the property accessed	Public Road
If easement, is it recorded?	No
If applying for a septic, please select type from the drop down box	New Residential Septic
Is this a preliminary plat or final plat?	Preliminary plat
Is wetland info on file with CWC?	Yes

Findings of Fact

Does the proposed plat conform to the County's Comprehensive Plan?	Yes
Is the proposal consistent with the existing County Subdivision Ordinance? Specify the applicable sections of the ordinance.	Yes, lots 1 - 6 meet all of the standards required.
Are there any other standards, rules or requirements that this plat must meet? Specify other required standards.	no

Is the proposed plat compatible with the present land uses in the area of the proposal?	yes
Does the plat conform to all applicable performance standards in Article 4.5 of the Subdivision Ordinance?	yes
How are the potential environmental impacts being resolved? (Does the plat meet County standards?) Explanation should include: Stormwater, Erosion/Sediment Control, Wetlands, Floodplains, Shoreland, Septic Systems	yes, this plat meets all county standards. wetlands were delineated, septic site suitabilities compl
Have the potential public health, safety or traffic generation impacts been addressed?	yes

Potential Conditions:

1. Final plat must be submitted within 12 months of Preliminary Plat approval by the County Board
2. All applicable required improvements (Article 9.8) shall be effectively implemented
3. If this plat proposes to disturb 1 acre or more of soil, a Stormwater Pollution Prevention Plan (SWPPP) must be approved by the MPCA for their records prior to construction, tree clearing, and/or land grading and implemented on-site.
4. Documentation of plat monuments completed
5. Title Commitment (Before Final Plat)

CROW WING COUNTY STAFF PRELIMINARY FINDINGS OF FACT SUPPORTING/DENYING A PRELIMINARY PLAT

Name of Applicant: Gregory James Larson

Date: February 19, 2026

PID: 73350583, 73350589, 73350587, 73350697

FINDINGS OF FACT:

1. ***Does the proposed plat conform to the County's Comprehensive Plan?***
   Yes ☒ ***No*** ☐ ***Why or why not?***

- Goal 1: Plan for residential development that meets the needs of residents of all ages and income levels, focusing on an aging population and moderately priced housing for area workers. Balance interests between short-term rentals and long-term housing needs. Support the development of housing that balances natural resources, creates a sense of community, and connects to recreational amenities and open space. (pg. 68)
  - Policy 1: Promote policies and development that make housing more attainable for all income levels and abilities, especially workers, seniors, and first-time homebuyers.
  - Policy 2: Pursue development opportunities that provide for all stages of life and are accessible to all residents.
  - Policy 3: Encourage mixed-use development to create neighborhoods and communities around existing and new housing.

2. ***Is the proposal consistent with the existing County Subdivision Ordinance? Specify applicable sections of the Ordinance.***
   Yes ☒ ***No*** ☐ ***Why or why not?***

- This plat meets the requirements of Article 9, 14 and 33 of the Land Use Ordinance.
- With approval of the proposed variance the plat would meet all other requirements of Article 11 of the Land Use Ordinance.

3. ***Are there any other standards, rules or requirements that this plat must meet?***
   Yes ☐ ***No*** ☒ ***Why or why not?***

- Site suitabilities were submitted to the county on 07/30/2025. There is adequate room on all parcels for two type one (1) subsurface sewage treatment systems.
- A wetland delineation of the parcels was submitted to the Land Services Department on 06/05/2025 by Brinks Wetland Services.

4. ***Is the proposed plat compatible with the present land uses in the area of the proposal?***
   Yes ☒ ***No*** ☐ ***Why or why not?***

- This property is zoned Shoreland District and is surrounded by shoreland and residential uses.

5. ***Does the plat conform to all applicable performance standards in Article 9 of the Subdivision Ordinance?***
Yes ☒ ***No*** ☐ ***Why or why not?***

- This plat meets the requirements of Article 9, 14 and 33 of the Land Use Ordinance.
- With approval of the proposed variance the plat would meet all other requirements of Article 11 of the Land Use Ordinance.
- Site suitabilities were submitted to the county on 07/30/2025. There is adequate room on all parcels for two type one (1) subsurface sewage treatment systems.
- A wetland delineation of the parcels was submitted to the Land Services Department on 06/05/2025 by Brinks Wetland Services.

6. ***How are the potential environmental impacts being resolved? (Does the plat meet County Standards?)***
Yes ☒ ***No*** ☐ ***Why or why not?***

- Stormwater: This will be administered through the land use permit process for each individual lot.
- Erosion/Sediment Control: This will be administered through the land use permit process for each individual lot.
- Wetlands: A wetland delineation of the parcels was submitted to the Land Services Department on 06/05/2025 by Brinks Wetland Services
- Floodplain: Due to the topography at the lakeshore, there will be no impact to the floodplain in this plat.
- Shoreland: This plat meets all the shoreland standards set in Article 9, 11, and 33 of the Land Use Ordinance with the approval of the proposed variance.
- Septic Systems: There is adequate room on all parcels for two type one subsurface sewage treatment systems.

7. *Have the potential public health, safety or traffic generation impacts been addressed?*
Yes ☒ *No* ☐ *Why or why not?*

- There will be no public health, safety or significant traffic generated impacts from this plat.
- Site suitabilities were submitted to the county on 07/30/2025. There is adequate room on all parcels for two type one (1) subsurface sewage treatment systems.
- A wetland delineation of the parcels was submitted to the Land Services Department on 06/05/2025 by Brinks Wetland Services.

8. *Other issues pertinent to this matter:* None

9. *Township recommendation:* None

Comment(s) received after Public Posting of application

RECEIVED
By RECEIVED at 1:55 pm, Feb 13, 2026

Stacy Westhoff

From: Tim Garry <trgarry@gmail.com>
Sent: Friday, February 13, 2026 10:21 AM
To: PCBOA
Subject: Comment on variance request regarding parcel 73350583

Follow Up Flag: Follow up
Flag Status: Flagged

[You don't often get email from trgarry@gmail.com. Learn why this is important at https://aka.ms/LearnAboutSenderIdentification]

Thank you for the communication regarding the variance request.

My name is Tim Garry, my wife and I are the owners of the property located at 11187 Sorenson Lake Road. I'm reaching out to request a bit more information about the proposed variance.

As an adjacent property owner, I want to better understand the details, particularly how this variance may impact future development on the lake. I'm mindful that approving additional lots could set a precedent, and there are several other properties on the lake that may also have interest in subdividing. I'm simply hoping to understand the broader implications.

Could you also clarify the septic requirements for the proposed lots?
Is there currently a separate septic system for the rental property on the parcel? If a new septic is required where would it be located

Jim and Donna have been wonderful neighbors and responsible property owners, and I appreciate the care they've always shown for their land.
My intent here is not to oppose anything prematurely, but rather to gather more information so I can fully understand the request.

Thank you for your time and assistance.

Sincerely,

Tim Garry
612-850-0463
trgarry@gmail.com

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

PCBOA	Chris Pence
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Mary & Raymond Zabilla – Final Plat

PREVIOUS ACTION:

December 18, 2025– The Planning Commission/Board of Adjustment made a motion to recommend approval of the preliminary plat of “Turtle Bay” to the County Board of Commissioners.

December 30, 2026 – The Board of Commissioners approved the preliminary plat of “Turtle Bay”.

COMMENTS:

Mission Township approval 12/08/2025

No comment received from other agencies.

No comment received from the public.

Legal Description: Part of the S. 240 FT OF THE N. 1125 FT OF GOV. LOT 3.

Section 01 Township 136 Range 27

Mission Township

PID: 77010540

RECOMMENDED BOARD ACTION:

Approve the application of Mary & Raymond Zabillia for final plat of “Turtle Bay” a Conventional Development Plat consisting of two individual lots.

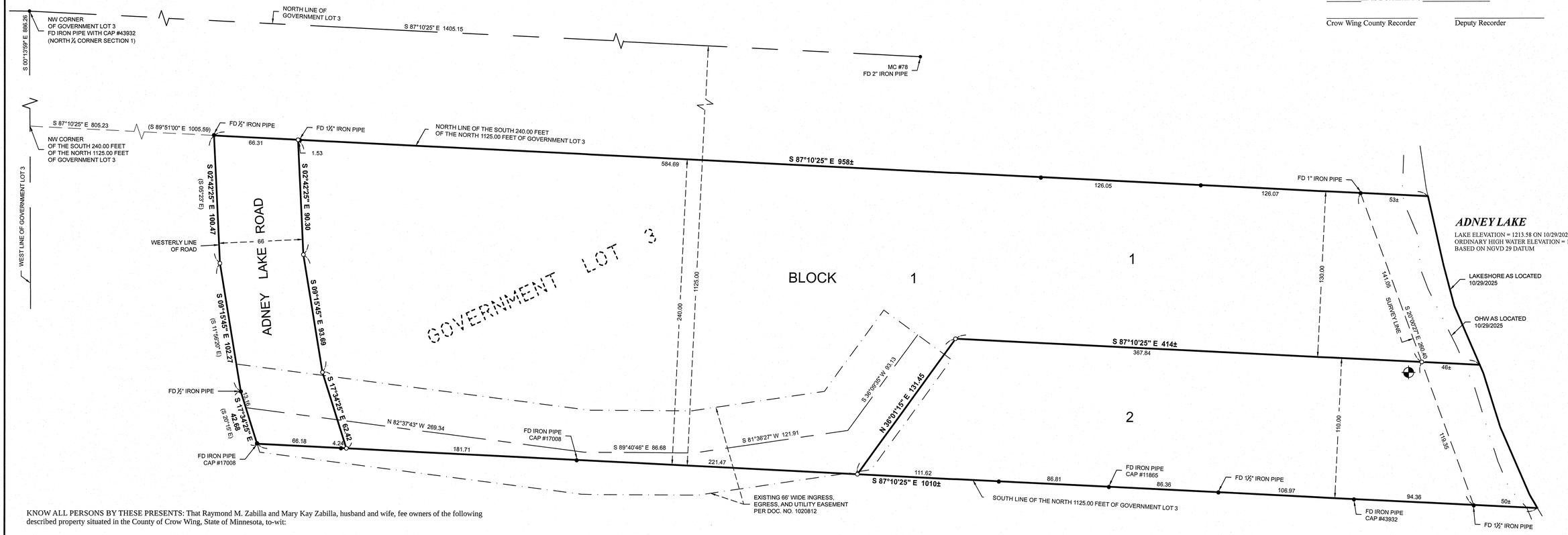
Approximate length of presentation: 5 minutes

TURTLE BAY

I hereby certify that this instrument was filed for record in the office of the County Recorder in and for Crow Wing County, Minnesota on this _____ day of _____, 20 ___ at _____m. as Document No._____

_____ Crow Wing County Recorder

_____ Deputy Recorder



KNOW ALL PERSONS BY THESE PRESENTS: That Raymond M. Zabilla and Mary Kay Zabilla, husband and wife, fee owners of the following described property situated in the County of Crow Wing, State of Minnesota, to-wit:

That part of the South 240 feet of the North 1125 feet of Government Lot Three (3), Section One (1), Township One Hundred Thirty-six (136), Range Twenty-seven (27), which lies easterly of the following described line: Beginning at the point on the North line of said South 240 feet which is 1005.59 feet South 89 degrees 51 minutes East of the Northwest corner of said South 240 feet, said point being on the Westerly line of an existing road; thence South 5 degrees 23 minutes East 100.47 feet along said road line; thence South 11 degrees 56 minutes 20 seconds East 102.27 feet continuing along said road line; thence South 20 degrees 15 minutes East 42.68 feet continuing along said road line to the South line of said 240 feet and there ending.

Have caused the same to be surveyed and platted as TURTLE BAY and does hereby dedicate to the public for public use the public ways as created by this plat.

In witness whereof said Raymond M. Zabilla and Mary Kay Zabilla, husband and wife, has hereunto set their hands this _____day of _____, 20___.

Signed: Raymond M. Zabilla

_____
Raymond M. Zabilla

Signed: Mary Kay Zabilla

_____
Mary Kay Zabilla

STATE OF MINNESOTA
COUNTY OF _____

The foregoing instrument was acknowledged before me this ____day of _____, 20___, by Raymond M. Zabilla and Mary Kay Zabilla, Owners

_____ (Notary Signature)
NOTARY PUBLIC
MY COMMISSION EXPIRES _____

_____ (Notary Printed)

I, Patrick A. Trottier do hereby certify that this plat was prepared by me or under my direct supervision; that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on this plat; that all monuments depicted on this plat have been or will be correctly set within one year; that all water boundaries and wet lands, as defined in Minnesota Statutes, Section 505.01, Subd. 3 as of the date of this certificate are shown and labeled on this plat; and that all public ways are shown and labeled on this plat.

Dated this_____day of _____ , 20___.

_____
Patrick A. Trottier, Licensed Land Surveyor
Minnesota License Number 41002

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me this ____ day of _____, 20___, by Patrick A. Trottier, Minnesota Licensed Land Surveyor.

_____ (Notary Signature)
NOTARY PUBLIC
MY COMMISSION EXPIRES _____

_____ (Notary Printed)

Department of Auditor-Treasurer

Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable for the year 20___ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered this ___day of _____, 20___.

_____
Gary Griffin, Auditor-Treasurer for Crow Wing County, Minnesota

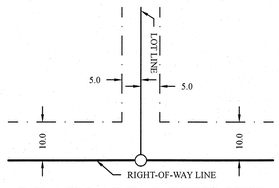
Town Board, Mission Township, Crow Wing County, Minnesota

This plat of TURTLE BAY was approved and accepted by the Town Board of the Township of Mission, Minnesota at a regular meeting held this _____day of _____, 20___, and said plat is in compliance with the provisions of Minnesota Statutes, Section 505.03, Subd. 2.

_____
Jon Auge, Board Chair

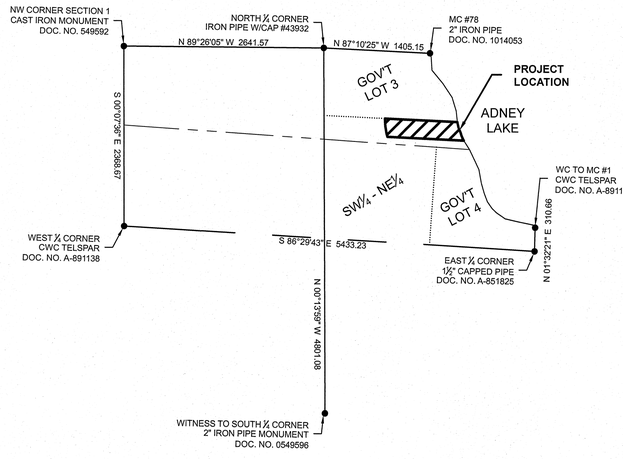
_____
Naomi Scott, Clerk

DRAINAGE AND UTILITY EASEMENTS ARE 5.00 FEET IN WIDTH ADJOINING ALL SIDE AND REAR LOT LINES AND 10.00 FEET IN WIDTH ADJOINING RIGHT-OF-WAY LINES, UNLESS OTHERWISE NOTED.



DRAINAGE & UTILITY EASEMENT DETAIL

NO SCALE



VICINITY MAP / SECTION BREAKDOWN

NOT TO SCALE

LEGEND

(123.45)	DENOTES PLAT AND/OR DEEDED MEASURE
●	DENOTES 1/2" IRON PIPE WITH CAP #17253 (UNLESS NOTED OTHERWISE)
○	DENOTES SET 1/2" x 18" IRON PIPE WITH CAP #41002
⊕	**BENCHMARK:** SET IRON ROD IN NORTHERLY FACE OF A 10" OAK
	ELEV. = 1228.45
	BASED ON NGVD 29 DATUM

ORIENTATION OF THIS BEARING SYSTEM IS BASED ON THE NORTH LINE OF GOVERNMENT LOT 3 TO HAVE AN ASSUMED BEARING OF N 87°10'25" W

N

40 0 40 80

SCALE IN FEET

STONEMARK LAND SURVEYING, INC.
30206 Rasmussen Road
Suite 1
P. O. Box 874
Pequot Lakes, MN 56472
218-568-4940
www.stonemarksurvey.com

03-03-2026

Crow Wing County

Land Service Department

322 Laurel Street, Suite 14

Brainerd, Minnesota 56401

RE: TURTLE BAY

Crow Wing County Land Service Department:

I have reviewed and checked the proposed final plat of TURTLE BAY in regards to the mathematical correctness and the requirements of the most current; Minnesota Platting Statutes, Chapter 505 and the current Manual of Guidelines for Platting in Minnesota, a joint publication of the Minnesota Society of Professional Surveyors (MSPS) and Minnesota Association of County Surveyors (MACS).

The plat dedication which includes the legal description, dedication statements, owner's signatures and other approving signatures conforms to the plat drawing and information provided to form. This independent plat review does not include a title review to confirm the use of the proper plat boundary description or ownership of the subject property being platted.

A field inspection to confirm the placement of the required boundary, plat and lot corners has not been performed.

Based on these conditions I find the plat to conform to the above statutes, regulations and publications.

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the state of Minnesota.

Name of Surveyor

Signature: 

Typed or Printed Name: Jordan Chouanard

Date: 3-03-2026

License Number: 57077

Date – 03-02-2026

PID – 77010540

Submitted by: Pat Trottier - Stonemark

Reviewed by: Jordan Chouanard - KLD

CROW WING COUNTY PLAT CHECK FORM

Plat Name:

DOCUMENTATION

❖ **Plat Name**

☒ ____ *Name on Title identical to Dedication*

☒ ____ *Same name on all sheets*

☒ ____ *Sheet number if plat contains more than one sheet*

❖ **Dedication**

☒ ____ *Check legal description against graphic portion of plat*

☒ ____ *Roads and easements dedicated on plat*

☒ ____ *Controlled access wording if required*

GRAPHICS

❖ **Monuments**

☒ ____ *Monuments at all angle and curve points and at all lot and block corners or witness monuments*

☒ ____ *Open symbols used for set monuments and closed symbols used for found monuments.*

☒ ____ *Lines should not extend into monument symbols*

☒ ____ *Judicial Landmarks noted as "JLM" on plat*

☒ ____ Controlling Section Monuments Described, Cor cert. or Doc. # cited “Cert. of Location of Gov’t corner to be filed” noted when appropriate

☒ ____ Controlling Section lines dimensioned and labelled

❖ **Roads**

☒ ____ *Show names for all roadways (Check local, county, state and federal designations)*

☒ ____ *Double designations to have governing body’s name first (Plat Manual page 3-5)*

☒ ____ *Adjoining roadways and railroads stippled (Plat Manual page 3-6)*

☒ ____ *Road widths shown (If exact intrinsic values, widths can be to even foot)*

☒ ____ *Show centerlines where required (Plat Manual page 3-6)*

☒ ____ *Show recording data where required (Plat Manual page 3-6)*

☒ ____ *Label traveled right-of-ways where required (Plat Manual page 3-6)*

☒ ____ *Label right-of-way lines that have been monumented by road authorities (Plat Manual page 3-6)*

☒ ____ *Existing Right of Way Plats labeled and designated correctly*

❖ **Dimensions**

☒ ____ *Distance and bearing on all lot lines (distance to nearest hundredth of a foot and bearing to nearest second)*

☒ ____ *Overall boundary line dimensions shown*

- ☒ ____*Same as legal description*
- ☒ ____*Individual line segment distances add up to overall distance*

☒ ____ *Overall block dimensions (not required according to plat manual, but it is suggested that they be*

shown)

☒ ____*Individual line segment distances add up to overall distance*

☒ ____ *Distances recited in the description as chains, rods, etc shown on the plat together with the equivalent distance in feet*

☒ ____ *Foot mark symbols not allowed*

☒ ____ *Townhouse plat shows ties to Townhouse blocks (Plat Manual page 3-7*

❖ **Curve Data**

☒ ____ *Overall curve data shows central angle, radius and curve length*

☒ ____ *Segments of curves show central angle and curve length*

☒ ____ *Central angle and curve length segments add up to overall curve data*

☒ ____ *Non-tangential curves labeled "not tangent" at point of intersection and chord direction and length shown (Plat Manual page 3-7)*

☒ ____ *Dashed radial lines extended towards radius point*

☒ ____ *Curve data tables (Plat Manual page 3-7)*

❖ **Survey Lines *(Plat Manual page 3-9)***

☒ ____ *Labeled "Survey Line"*

☒ ____ *Shown as dashed line*

☒ ____ *Overall bearing and distance and individual segment distances shown*

☒ ____ *Monuments placed at angle points and lot lines*

☒ ____ *+/- distances from lot corners and angle points, on survey line, to shore*

❖ **Easements *(Plat Manual page 3-11 & 3-12)***

☒____ *Easement boundaries show as dashed lines*

☒____ *Existing easements shown with recording information*

Easement Document Number needs to be added prior to recording

☒____ *Easements dimensioned*

☒____ *Easement tied to boundary with Minimum of two ties*

☒____ *Purpose of any new easement created by plat clearly stated*

☒____ *Statement and illustration of typical easements shown (Plat Manual page 3-12)**

**New easements created by the plat must be confined to only utility or drainage easements. Roadway and walkway easements are not allowed.*

❖ **Legend**

☒____ *North Arrow*

☒____ *Scale – bar scale only (Plat Manual page 3-15)*

☒____ *Monument notation (size, type, Registration No., found or set) Open circles used for set monuments and closed circles used for found monuments.*

☒____ *Line types as needed*

☒____ *Symbols as needed*

☒____ *Bench mark information*

☒____ *Bearing Orientation (Plat Manual page 3-1)*

❖ **Closure – Must be 0.02 feet or less**

☒____ *Line and curve segments add up to overall dimensions*

☒____ *Plat boundary closure*

☒____ *Block boundary closures*

☒____ *Road boundary closures*

☒____ *Lot boundary closures*

❖ **Miscellaneous**

☒____ *Plat size (22”x34”)*

☒____ *Border (1/2” on top, bottom and right side; 2” on left side)*

☒____ *Line weights (heavy > light): Boundary > Block, Outlot & Park > Lot > Easement*

☒____ *Lettering size (large > small): Plat name > Block No. > Street No. > Lot No. > Boundary dimensions > Street, lot, easement and other data*

☒____ *Lot, Block, Park and Outlot numbering (Plat Manual page 3-4 & 3-5)*

☒____ *Details of small congested areas (Plat Manual page 3-5)*

☒____ *Match Lines (Plat Manual page 3-5)*

☒____ *Bench Mark, elevation and datum shown, if needed (Plat Manual page 3-9 & 3-10)*

☒____ *Wetlands shown and labeled, symbol shown in legend (Plat Manual page 3-11)*

☒____ *Adjoining Plats shown correctly (Plat Manual page 3-13 & 3-14)*

☒____ *Underlying Plats shown correctly (Plat Manual page 3-14)*

☒____ *Boundary lines labeled identical to legal description (Plat Manual page 3-14)*

☒____ *All quarter-quarter sections and government lots labeled with stippled lettering*

☒____ *If more than one sheet, sheet number on all sheets (Plat Manual page 3-17)*

☒ ____ *Controlled access lines and symbols if required (Plat Manual page 3-17)*

☒ ____ *Scale correct (scale distances on plat)*

☒ ____ *Plat area conforms to dedication, if noted*

☒ ____ *Water boundaries shown and designated (lake/river names correct)*

☒ ____ *Water elevation and date measured*

☒ ____ *Highest Known Water Elevation*

☒ ____ *County Coordinate, State Plane Coordinate, etc. shown, if required*

WFG National Title Insurance Company
a Williston Financial Group company

COMMITMENT FOR TITLE INSURANCE
Issued By
WFG NATIONAL TITLE INSURANCE COMPANY

AGENT FILE #: 26-033

NOTICE

IMPORTANT—READ CAREFULLY: THIS COMMITMENT IS AN OFFER TO ISSUE ONE OR MORE TITLE INSURANCE POLICIES. ALL CLAIMS OR REMEDIES SOUGHT AGAINST THE COMPANY INVOLVING THE CONTENT OF THIS COMMITMENT OR THE POLICY MUST BE BASED SOLELY IN CONTRACT.

THIS COMMITMENT IS NOT AN ABSTRACT OF TITLE, REPORT OF THE CONDITION OF TITLE, LEGAL OPINION, OPINION OF TITLE, OR OTHER REPRESENTATION OF THE STATUS OF TITLE. THE PROCEDURES USED BY THE COMPANY TO DETERMINE INSURABILITY OF THE TITLE, INCLUDING ANY SEARCH AND EXAMINATION, ARE PROPRIETARY TO THE COMPANY, WERE PERFORMED SOLELY FOR THE BENEFIT OF THE COMPANY, AND CREATE NO EXTRACONTRACTUAL LIABILITY TO ANY PERSON, INCLUDING A PROPOSED INSURED.

THE COMPANY'S OBLIGATION UNDER THIS COMMITMENT IS TO ISSUE A POLICY TO A PROPOSED INSURED IDENTIFIED IN SCHEDULE A IN ACCORDANCE WITH THE TERMS AND PROVISIONS OF THIS COMMITMENT. THE COMPANY HAS NO LIABILITY OR OBLIGATION INVOLVING THE CONTENT OF THIS COMMITMENT TO ANY OTHER PERSON.

COMMITMENT TO ISSUE POLICY

Subject to the Notice; Schedule B, Part I—Requirements; Schedule B, Part II—Exceptions; and the Commitment Conditions, WFG National Title Insurance Company, a South Carolina corporation (the "Company"), commits to issue the Policy according to the terms and provisions of this Commitment. This Commitment is effective as of the Commitment Date shown in Schedule A for each Policy described in Schedule A, only when the Company has entered in Schedule A both the specified dollar amount as the Proposed Policy Amount and the name of the Proposed Insured.

If all of the Schedule B, Part I—Requirements have not been met within 180 days after the Commitment Date, this Commitment terminates and the Company's liability and obligation end.

In Witness Whereof, WFG NATIONAL TITLE INSURANCE COMPANY has caused this commitment to be signed and sealed by its duly authorized officers as of Date of Commitment shown in Schedule A.

Cygneture Title Solutions, LLC
Agent

Authorized Signatory

WFG NATIONAL TITLE INSURANCE COMPANY

By:
President

ATTEST:
Secretary



This page is only a part of a 2016 ALTA® Commitment for Title Insurance issued by WFG National Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I—Requirements; and]Schedule B, Part II—Exceptions; and a counter-signature by the Company or its issuing agent that may be in electronic form.

COMMITMENT CONDITIONS

1. DEFINITIONS
   a. "Knowledge" or "Known": Actual or imputed knowledge, but not constructive notice imparted by the Public Records
   b. "Land": The land described in Schedule A, and affixed improvements that by law constitute real property. The term "Land" does not include any property beyond the lines of the area described in Schedule A, nor any right, title, interest, estate, or easement in abutting streets, roads, avenues, alleys, lanes, ways, or waterways, but this does not modify or limit the extent that a right of access to and from the Land is to be insured by the Policy
   c. "Mortgage": A mortgage, deed of trust, or other security instrument, including one evidenced by electronic means authorized by law.
   d. "Policy": Each contract of title insurance, in a form adopted by the American Land Title Association, issued or to be issued by the Company pursuant to this Commitment.
   e. "Proposed Insured": Each person identified in Schedule A as the Proposed Insured of each Policy to be issued pursuant to this Commitment.
   f. "Proposed Policy Amount": Each dollar amount specified in Schedule A as the Proposed Policy Amount of each Policy to be issued pursuant to this Commitment.
   g. "Public Records": Records established under state statutes at the Commitment Date for the purpose of imparting constructive notice of matters relating to real property to purchasers for value and without Knowledge
   h. "Title": The estate or interest described in Schedule A
2. If all of the Schedule B, Part I—Requirements have not been met within the time period specified in the Commitment to Issue Policy, this Commitment terminates and the Company's liability and obligation end.
3. The Company's liability and obligation is limited by and this Commitment is not valid without:
   a. the Notice
   b. the Commitment to Issue Policy;
   c. the Commitment Conditions;
   d. Schedule A
   e. Schedule B, Part I—Requirements; and
   f. Schedule B, Part II—Exceptions; and
   g. a counter-signature by the Company or its issuing agent that may be in electronic form.
4. COMPANY'S RIGHT TO AMEND

   The Company may amend this Commitment at any time. If the Company amends this Commitment to add a defect, lien, encumbrance, adverse claim, or other matter recorded in the Public Records prior to the Commitment Date, any liability of the Company is limited by Commitment Condition 5. The Company shall not be liable for any other amendment to this Commitment.
5. LIMITATIONS OF LIABILITY
   a. The Company's liability under Commitment Condition 4 is limited to the Proposed Insured's actual expense incurred in the interval between the Company's delivery to the Proposed Insured of the Commitment and the delivery of the amended Commitment, resulting from the Proposed Insured's good faith reliance to:
      i. comply with the Schedule B, Part I—Requirements;
      ii. eliminate, with the Company's written consent, any Schedule B, Part II—Exceptions; or
      iii. acquire the Title or create the Mortgage covered by this Commitment.
   b. The Company shall not be liable under Commitment Condition 5(a) if the Proposed Insured requested the amendment or had Knowledge of the matter and did not notify the Company about it in writing.

c. The Company will only have liability under Commitment Condition 4 if the Proposed Insured would not have incurred the expense had the Commitment included the added matter when the Commitment was first delivered to the Proposed Insured.

d. The Company's liability shall not exceed the lesser of the Proposed Insured's actual expense incurred in good faith and described in Commitment Conditions 5(a)(i) through 5(a)(iii) or the Proposed Policy Amount.

e. The Company shall not be liable for the content of the Transaction Identification Data, if any.

f. In no event shall the Company be obligated to issue the Policy referred to in this Commitment unless all of the Schedule B, Part I—Requirements have been met to the satisfaction of the Company.

g. In any event, the Company's liability is limited by the terms and provisions of the Policy.

6. LIABILITY OF THE COMPANY MUST BE BASED ON THIS COMMITMENT

a. Only a Proposed Insured identified in Schedule A, and no other person, may make a claim under this Commitment.

b. Any claim must be based in contract and must be restricted solely to the terms and provisions of this Commitment.

c. Until the Policy is issued, this Commitment, as last revised, is the exclusive and entire agreement between the parties with respect to the subject matter of this Commitment and supersedes all prior commitment negotiations, representations, and proposals of any kind, whether written or oral, express or implied, relating to the subject matter of this Commitment.

d. The deletion or modification of any Schedule B, Part II—Exception does not constitute an agreement or obligation to provide coverage beyond the terms and provisions of this Commitment or the Policy.

e. Any amendment or endorsement to this Commitment must be in writing and authenticated by a person authorized by the Company.

f. When the Policy is issued, all liability and obligation under this Commitment will end and the Company's only liability will be under the Policy.

7. IF THIS COMMITMENT HAS BEEN ISSUED BY AN ISSUING AGENT

The issuing agent is the Company's agent only for the limited purpose of issuing title insurance commitments and policies. The issuing agent is not the Company's agent for the purpose of providing closing or settlement services.

8. PRO-FORMA POLICY

The Company may provide, at the request of a Proposed Insured, a pro-forma policy illustrating the coverage that the Company may provide. A pro-forma policy neither reflects the status of Title at the time that the pro-forma policy is delivered to a Proposed Insured, nor is it a commitment to insure.

9. ARBITRATION

The Policy contains an arbitration clause. All arbitrable matters when the Proposed Policy Amount is $2,000,000 or less shall be arbitrated at the option of either the Company or the Proposed Insured as the exclusive remedy of the parties. A Proposed Insured may review a copy of the arbitration rules at <http://www.alta.org/arbitration>.

WFG National Title Insurance Company
a Williston Financial Group company

COMMITMENT FOR TITLE INSURANCE
Issued By
WFG NATIONAL TITLE INSURANCE COMPANY

SCHEDULE A

Transaction Identification Data for reference only:
Issuing Agent: **Cygneture Title Solutions, LLC**
Issuing Office: **13021 Evergreen Drive, Baxter, MN 56425**
ALTA Universal ID: 1109572
Loan ID Number: N/A
Commitment Number: 26-033
Issuing Office File Number: **26-033**
Property Address: **18224 Turtle Bay Trail Crosby, MN 56441**
Revision Number: N/A

1. Commitment Date: **February 10, 2026**

2. Policy to be issued:

   a. ALTA Owner's Policy
   Proposed Insured: **To Be Determined**
   Proposed Policy Amount: **$To Be Determined**

3. The estate or interest in the land described or referred to in this Commitment is fee simple

4. Title to the fee simple estate or interest in the Land is at Commitment Date vested in:

   Raymond M. Zabilla and Mary K. Zabilla, as joint tenants, by Personal Representative's Deed, dated November 6, 2000, filed November 21, 2000, as Document No. 577573

5. The Land referred to in this Commitment is described as follows:
   Property description set forth in Exhibit A attached hereto and made part hereof.

Cygneture Title Solutions, LLC

By: _____
Authorized Signatory

WFG National Title Insurance Company
a Williston Financial Group company

COMMITMENT FOR TITLE INSURANCE
Issued By
WFG NATIONAL TITLE INSURANCE COMPANY

SCHEDULE B, PART I

REQUIREMENTS

Agent File #: 26-033

All of the following Requirements must be met:

1. The Proposed Insured must notify the Company in writing of the name of any party not referred to in this Commitment who will obtain an interest in the Land or who will make a loan on the Land. The Company may then make additional Requirements or Exceptions.

2. Pay the agreed amount for the estate or interest to be insured.

3. Pay the premiums, fees, and charges for the Policy to the Company.

4. Documents satisfactory to the Company that convey the Title or create the Mortgage to be insured, or both, must be properly authorized, executed, delivered, and recorded in the Public Records.

5. The following are the requirements to be complied with:

Satisfactory evidence should be had that improvements and/or repairs or alterations thereto are completed; that contractor, sub-contractors, labor and materialmen are all paid; and have released of record all liens or notice of intent to perfect a lien for labor or material.

Pay all taxes, charges, assessments, levied and assessed against subject premises, which are due and payable.

Pay the full consideration to, or for the account of, the grantors or mortgagors.

Instrument(s) creating the estate or interest to be insured must be executed and filed for record, to-wit:

If the gap period is to be insured this transaction must be closed by Cygneture Title Solutions, LLC.

Every seller in a real estate transaction must complete a "Seller's or Exchanger's certification for no information reporting to Internal Revenue Service on the sale or exchange of a principal residence". This is in compliance with Internal Revenue Service requirements.

The charges applied to this transaction include premium charges of $To Be Determined which includes an owner's policy in the amount of $To Be Determined. If the buyers do not wish to purchase on Owner's Policy of Title Insurance, they must sign Cygneture Title's "Notice of Availability of Owner's Title Insurance" at the closing

Cygneture Title's Affidavit Regarding Sellers must be signed by the sellers at the closing.

Cygneture Titles' Affidavit by Mortgagor/Buyer must be signed by the borrowers/buyers.

A Certificate of Real Estate value must be completed and must accompany each deed of conveyance, which is to be recorded.

Closer must verify prior to closing that there are no unpaid water/utility charges filed against subject property. This Commitment does not cover utility bills against the subject property not shown on tax or assessments records.

If it is desired that any liens listed on Schedule B - Part II not be shown on the final policy to be issued, we require a satisfaction/release for each lien be obtained and duly filed for record.

6. Duly authorized and executed Warranty Deed from Raymond M. Zabilla and Mary K. Zabilla, married to each other, to To Be Determined, to be executed and recorded at closing.

7. Satisfaction of a Mortgage dated April 28, 2021, filed May 14, 2021, as Document No. 952313. Said mortgage executed by Raymond M. Zabilla and Mary K. Zabilla, married to each other, to Deerwood Bank, to secure $492,400.00 and other amounts payable under the terms thereof.

8. Satisfaction of a Mortgage dated April 14, 2025, filed April 24, 2025, as Document No. 1008805. Said mortgage executed by Raymond M. Zabilla and Mary K. Zabilla, husband and wife as joint tenants, to Deerwood Bank, to secure $100,000.00 and other amounts payable under the terms thereof.

9. An inspection of the premises has been completed.

10. Well Disclosure Certificate, or a Deed which contains one of the following statements:
a. The Seller certifies that Seller does not know of any wells on subject property.
b. The Seller certifies that the status or number of wells has not changed since the last previously filed well disclosure certificate.

11. In the event that the contemplated transaction is a transaction for which a Real Estate Report is required to be submitted to the US Department of Treasury Financial Crimes Enforcement Network ("FinCEN Report"), then the parties to transaction (Seller(s) and Buyer(s)) shall, no later than the closing, provide to the Company the information and documentation necessary to enable the Company to complete the FinCEN Report. Such information and documentation includes full legal name, date of birth, residential street address, and the IRS taxpayer identification number of the beneficial owners of the Buyer(s), as further defined and described in Section 1010.821 of Chapter 31 of the Code of Federal Regulations ("Code").

NOTE: The FinCEN Report requires that certain residential real estate transactions purchased with all cash or without institutional lender financing, where at least one buyer/transferee is a legal entity, limited liability company, corporation, partnership, trust, trustee or other non-natural person, must be reported to the United States Treasury Department's Financial Crimes Enforcement Network. If the required information is not timely provided to the Company, the Company may elect to withdraw as the settlement company or otherwise be involved in the transaction.

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SCHEDULE B, PART II

EXCEPTIONS

Agent File #: 26-033

Some historical land records contain Discriminatory Covenants that are illegal and unenforceable by law. This Commitment and the Policy treat any Discriminatory Covenant in a document referenced in Schedule B as if each Discriminatory Covenant is redacted, repudiated, removed, and not republished or recirculated. Only the remaining provisions of the document will be excepted from coverage.

The Policy will not insure against loss or damage resulting from the terms and conditions of any lease or easement identified in Schedule A, and will include the following Exceptions unless cleared to the satisfaction of the Company:

1. Any defect, lien, encumbrance, adverse claim, or other matter that appears for the first time in the Public Records or is created, attaches, or is disclosed between the Commitment Date and the date on which all of the Schedule B, Part I—Requirements are met.

2. The policy or policies to be issued will contain exceptions to the following unless the same are disposed of to the satisfaction of the Company:

Defects, liens, encumbrances, adverse claims or other matters, if any, created, first appearing in the public records or attaching subsequent to the effective date hereof but prior to the date the proposed Insured acquires for value of record the estate or interest or mortgage thereon covered by this Commitment.

Rights or claims of parties in possession not shown by the public records.

Any encroachment, encumbrance, violation, variation, or adverse circumstance affecting the Title that would be disclosed by an accurate and complete land survey of the Land

Easements or claims of easements not shown by the public records.

Any lien or right to a lien, for services, labor, or material heretofore or hereafter furnished, imposed by law and not shown by the public records.

Taxes or special assessments which are not shown as existing liens by the public records.

Any change in the title occurring subsequent to the effective date of this Commitment and prior to date of issuance of the Title Policy.

Closer must verify prior to closing that there are no unpaid water/utility charges filed against subject property. This Commitment does not cover utility bills against the subject property not shown on tax or assessments records.

3. Real Estate Taxes for the year 2026 are NOT yet available.

4. Real Estate Taxes due and payable for the year 2025 in the amount of $2,772.00, which includes $25.00 for County Solid Waste, are PAID IN FULL. Homestead. Parcel No. 77010540. Prior years taxes are all paid in full.

First half taxes are due and payable May 15th and second half taxes are due and payable October 15th.

5. There are no Levied Special Assessments. You should contact the County, Township or City regarding information on deferred or pending Special Assessments.

6. Subject to Official Zoning Map Amendment, dated April 19, 2011, filed April 29, 2011, as Document No. 795828.

7. Subject to Turtle Bay Trail and Adney Lake Road, as shown on the plat drawing.

8. Rights of the State and Public in and to that part of the premises lying below the natural high water mark of Adney Lake. Subject to the consequences of any change in the location of the lake, creek or river, which forms a boundary line of the insured property. Riparian rights are neither guaranteed nor insured.

9. Subject to covenants, conditions, restrictions, easements and mineral rights of record, if any.

10. Due to current conflicts or potential conflicts between state and federal law, which conflicts may extend to local law, regarding marijuana, if the transaction to be insured involves property which is currently used or is to be used in connection with a marijuana enterprise, including but not limited to the cultivation, storage, distribution, transport, manufacture, or sale of marijuana and/or products containing marijuana, the Company declines to close or insure the transaction, and this Title Commitment or Final Policy shall automatically be considered null and void and of no force and effect.

WFG National Title Insurance Company
a Williston Financial Group company

COMMITMENT FOR TITLE INSURANCE
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Agent File #: 26-033

EXHIBIT "A"

PROPERTY DESCRIPTION

That part of the South 240 feet of the North 1125 feet of Government Lot 3, Section 1, Township 136, Range 27, Crow Wing County, Minnesota, which lies easterly of the following described line: Beginning at the point on the North line of said South 240 feet which is 1005.59 feet South 89 degrees 51 minutes East of the Northwest corner of said South 240 feet, said point being on the Westerly line of an existing road; thence South 5 degrees 23 minutes East 100.47 feet along said road line; thence South 11 degrees 56 minutes 20 seconds East 102.27 feet continuing along said road line; thence South 20 degrees 15 minutes East 42.68 feet continuing along said road line to the South line of said 240 feet and there ending.

PID: 77010540

18224 Turtle Bay Trail
Crosby, MN 56441

Abstract property

Williston Financial Group

Williston Financial Group Privacy Notice

Williston Financial Group LLC, WFG National Title Insurance Company, and each of the affiliates listed below (collectively "WFG" or the "WFG Family") believe it is important to protect your privacy and confidences. We recognize and respect the privacy expectations of our customers. We believe that making you aware of how we collect information about you, how we use that information, and with whom we share that information will form the basis for a relationship of trust between us. This Privacy Notice provides that explanation. We reserve the right to change this Privacy Notice from time to time.

WFG's primary business is providing appraisal, title insurance, and escrow services for the sale or refinance of real property. This can be a complicated process involving multiple parties, many of whom have been selected by our customers, each filling a specialized role. In part, you have hired WFG to coordinate and smooth the passage of the information necessary for an efficient settlement or closing.

In the course of this process, WFG collects a significant amount of personal and identifying information about the parties to a transaction, including sensitive items that include but are not limited to: your contact information, including email addresses, Social Security numbers, driver's license, and other identification numbers and information; financial, bank and insurance information; information about past and proposed mortgages and loans; information about properties you currently or previously owned; your mortgage application package; and the cookie, IP address, and other information captured automatically by computer systems.

Much of this information is gathered from searches of public land, tax, court and credit records to make certain that any liens, challenges or title defects are addressed properly. Some of the information that is collected is provided by you or the computer systems you use. We also may receive information from real estate brokers and agents, mortgage brokers and lenders, and others working to facilitate your transaction, as well as information from public, private or governmental databases including credit bureaus, 'no-fly' lists, and terrorist 'watch lists'.

What Information is Shared?

WFG DOES NOT SELL any of your information to non-affiliated companies for marketing or any other purpose.

However, some of the same information does get shared with persons inside and outside the WFG Family in order to facilitate and complete current and future transactions.

For example:

- Information, draft documents, and closing costs will pass back and forth between WFG and your mortgage broker and lender to facilitate your transaction.
- Information, including purchase agreements and amendments, will pass back and forth between WFG and the real estate agents and brokers, the mortgage brokers and lenders, the lawyers and accountants, and others involved in facilitating the transaction.
- WFG may order property searches and examinations from title searchers, abstractors and title plants.
- WFG may use third parties to obtain tax information, lien information, payoff information, and condominium or homeowners' association information.
- Third parties may be engaged to prepare documents in connection with your transaction.
- Surveys, appraisals, and inspections may be ordered.

- Within the WFG Family of companies, we may divide up the work to handle each closing in the most efficient manner possible and to meet specific legal and licensing requirements. Certain parts of your closing (for example a search or disbursement) may be handled by another division or company within the WFG Family.
- When it is time for signatures, your complete closing package may be sent to a notary, remote online notary, or notary service company who will arrange to meet with you to sign documents. The notary will, in turn, send signed copies back to us along with copies of your driver's license or other identity documents, usually by mail, UPS, Federal Express or another courier service.
- Your deed, mortgage and other documents required to perfect title will be recorded with the local recorder of deeds.
- In some cases, we use an outside service to coordinate the recording or electronic-recording of those instruments, and they will receive copies of your deeds, mortgages and other recordable documents to process, scan and send on to the recording office.
- Information within your title policy may be shared with WFG National Title Insurance Company title policy issuing agents to facilitate future financial transfactions involving your property.
- Various government agencies get involved. The law requires us to provide certain information to the IRS, the U.S. Department of the Treasury, local and state tax authorities, and other regulatory and governmental agencies.
- **WFG title policy issuing agents only:** personal information provided by you may be shared with a third party for the purposes of facilitating training to obtain CE/CLE credits.

You have a choice in the selection of a mortgage broker, lender, real estate broker or agent and others that make up your 'transaction team.' Information flows to and from the members of the transaction team you have selected to facilitate an efficient transaction for you.

When WFG selects and engages a third party provider, we limit the scope of the information shared with that third party to the information reasonably necessary for that service provider to provide the requested services. With most, we have entered into agreements in which they expressly commit to maintain a WFG customer's information in strict confidence and use the information only for purposes of providing the requested services, clearing title, preventing fraud and addressing claims under our title insurance policies.

How Does WFG Use Your Information?

We may use your personal information in a variety of ways, including but not limited to:

- Provide the products, services and title insurance you have requested, and to close and facilitate your transaction.
- Provide and use historic transaction information to facilitate future financial transactions.
- Coordinate and manage the appraisal process.
- Handle a claim or provide other services relating to your title insurance policies.
- Create, manage, and maintain your account.
- Operate and improve WFG's applications and websites, including WFG MyHome®, WFG's secure communication and transaction portal. Your information is used for access management, payment processing, site administration, internal operations, troubleshooting, data analysis, testing, research, and for statistical purposes.
- Respond to your requests, feedback or inquiries.
- Comply with laws, regulations, and other legal requirements.
- Comply with relevant industry standards and our policies, including managing WFG's risk profile through reinsurance.
- Protect and enforce your rights and the rights of other users against unlawful activity, including identity theft and fraud.
- Protect and enforce our collective rights arising under any agreements entered into between WFG and you or any other third party.
- Protect the integrity and maintain security of our applications, websites, and products.
- Operate, evaluate, and improve our business.

- Provide you with information about products, services, and promotions from WFG or third parties that may interest you.
- **WFG title policy issuing agents only:** Provide you with a training platform to obtain CE/CLE credits.

How Do We Store and Protect Your Personal Information?

Although no system can guarantee the complete security of your personal information, we will use our best efforts to maintain commercially reasonable technical, organizational, and physical safeguards, consistent with applicable law, to protect your personal information and our systems and sites from malicious intrusions or hacking.

How Long Do We Keep Your Personal Information?

We keep your personal information for as long as necessary to comply with the purpose for which it was collected, our business needs, and our legal and regulatory obligations. We may store some personal information indefinitely. If we dispose of your personal information, we will do so in a way that is secure and appropriate to the nature of the information subject to disposal.

Computer Information

When you access a WFG website, communicate with us by email, or close your transaction on an eClosing platform, we may automatically collect and store more information than you are expressly providing.This may include:

- Your IP address.
- Your email address, your alias, and social media handles.
- The type of browser and operating system you use.
- The time of your visit.
- The pages of our website you visit.
- Cookies.

In order to provide you with customized service, we make use of Web browser cookies. Cookies are files that help us identify your computer and personalize your online experience. You may disable cookies on your computer, but you may not be able to download online documents or access certain websites unless cookies are enabled.

The technical information we collect is used for administrative and technical purposes and to prevent fraud and provide identity verification. For instance, we may use it to count the number of visitors to our website and determine the most popular pages. We may also use it to review types of technology you are using, determine which link brought you to our website, assess how our advertisements on other websites are working, help with maintenance, and improve our customers' experience.

We may compare information gathered on previous visits to verify that we are interacting with the same parties and not a potential imposter.

If we ask you to fill out any forms or surveys, we will use the information we receive only for the specific purposes indicated in those forms or surveys.

The information you and your transaction team send us in emails or attached to an email, or provide through any of our online tools, is used for purposes of providing title, escrow and appraisal management services and used for the purposes described above.

In addition to the above, if you use an eClosing platform to sign your real estate transaction additional information may be collected. This may include:

- Your IP address.
- Your location.

- Your email address and your alias.
- The type of browser and operating system you use.
- The time of your visit.
- Your biometrics.
- Your image.
- Video recording of your transaction signing.
- Transaction metadata.
- Cookies.

Links to Third Party Websites

Our applications and websites may contain links to third party websites and services. Please note that these links are provided for your convenience and information, and the websites and services may operate independently from us and have their own privacy policies or notices, which we strongly suggest you review. This Privacy Notice applies to WFG's applications and websites only.

Do Not Track

Because there is not an industry-standard process or defined criteria to permit a user to opt-out of tracking their online activities ("Do Not Track"), our websites do not currently change the way they operate based upon detection of a Do Not Track or similar signal. Likewise, we cannot assure that third parties are not able to collect information about your online activities on WFG websites or applications.

Social Media Integration

Our applications, websites, and products contain links to and from social media platforms. You may choose to connect to us through a social media platform, such as Facebook, Twitter, Google, etc. When you do, we may collect from the social media platform additional information from or about you, such as your screen names, profile picture, contact information, contact list, and the profile pictures of your contacts. The social media platforms may also collect information from you.

When you click on a social plug-in, such as Facebook's "Like" button, Twitter's "tweet" button, or the Google+, that particular social network's plug-in will be activated and your browser will directly connect to that provider's servers. Your action in clicking on the social plug-in causes information to be passed to the social media platform.

We do not have control over the collection, use and sharing practices of social media platforms. We therefore encourage you to review their usage and disclosure policies and practices, including their data security practices, before using social media platforms.

How Can You "Opt-Out?"

We do not sell your information; therefore there is no need to opt-out of such reselling. Under various laws, you can opt-out of the sharing of your information for more narrow purposes. For additional detail, consult the links under the Legal Notices below.

Legal Notices

To comply with various federal and state laws, we are required to provide more complete legal notices and disclosures – see links below. The state-specific statutes referenced therein may also give residents of those states additional rights and remedies.

Privacy Notice for California Residents - https://wfgtitle.com/privacy-notice-california/

Privacy Notice for Oregon Residents - https://wfgtitle.com/privacy-notice-oregon/

How to Contact Us

If you have any questions about WFG's privacy Notice or how we protect your information, please contact WFG:

- By email: Consumerprivacy@willistonfinancial.com
- By telephone: 833-451-5718
- By fax: 503-974-9596
- By mail: 12909 SW 68th Pkwy, Suite 350, Portland, OR 97223

WFG FAMILY

WILLISTON FINANCIAL GROUP LLC
WFG NATIONAL TITLE INSURANCE COMPANY
WFG LENDER SERVICES, LLC
WFGLS TITLE AGENCY OF UTAH, LLC
WFG NATIONAL TITLE COMPANY OF WASHINGTON, LLC
WFG NATIONAL TITLE COMPANY OF CALIFORNIA
WFG NATIONAL TITLE COMPANY OF TEXAS, LLC, D/B/A WFG NATIONAL TITLE COMPANY
UNIVERSAL TITLE PARTNERS, LLC
VALUTRUST SOLUTIONS, LLC
MYHOME, A WILLISTON FINANCIAL GROUP COMPANY, LLC (formerly known as WILLISTON ENTERPRISE SOLUTIONS & TECHNOLOGY, LLC)
WFG NATIONAL TITLE COMPANY OF CLARK COUNTY, WA, LLC, D/B/A WFG NATIONAL TITLE

FACTS	WHAT DOES WILLISTON FINANCIAL GROUP DO WITH YOUR PERSONAL INFORMATION?
Why?	Financial companies choose how they share your personal information. Federal law gives consumers the right to limit some but not all sharing. Federal law also requires us to tell you how we collect, share, and protect your personal information. Please read this notice carefully to understand what we do.
What?	The types of personal information we collect and share depend on the product or service you have with us. This information can include: • Social Security number and other government identification information. • Your name, address, phone, and email. • Information about the property, any liens and restrictions. • Financial information including credit history and other debt. • Financial account information, including wire transfer instructions.
How?	All financial companies need to share customers' personal information to run their everyday business. In the section below, we list the reasons financial companies can share their customers' personal information; the reasons Williston Financial Group chooses to share; and whether you can limit this sharing.

Reasons we can share your personal information	Does Williston Financial Group share?	Can you limit this sharing?
For our everyday business purposes— such as to process your transactions, maintain your account(s), respond to court orders and legal investigations, or report to credit bureaus	Yes	No
For our marketing purposes— to offer our products and services to you	Yes	No
For joint marketing with other financial companies	No	We don't share
For our affiliates' everyday business purposes— information about your transactions and experiences	Yes	No
For our affiliates' everyday business purposes— information about your creditworthiness	No	We don't share
For our affiliates to market to you	No	We don't share
For nonaffiliates to market to you	No	We don't share

To limit our sharing	• Call 833-451-5718—our menu will prompt you through your choice(s) • Visit us online: https://tinyurl.com/WFGConsumerPrivacyPortal or e-mailing us at consumerprivacy@willistonfinancial.com • Mail the form below Please note: If you are a new customer, we can begin sharing your information from the date we sent this notice. When you are no longer our customer, we continue to share your information as described in this notice. However, you can contact us at any time to limit our sharing.
Questions?	Call 833-451-5718 or email consumerprivacy@willistonfinancial.com

Mail-In Form

If you have a joint policy, your choices will apply to everyone on your account.

Mark any/all you want to limit:

[ ] Do not share information about my creditworthiness with your affiliates for their everyday business purposes.

[ ] Do not allow your affiliates to use my personal information to market to me.

[ ] Do **not share** my personal information with nonaffiliates to market their products and services to me.

Name	
Address	
City, State, Zip	
File Number	

Mail to:
Williston Financial Group
PRIVACY DEPT
12909 SW 68th Pkwy, #350
Portland, OR 97223

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, March 10, 2026

Administration	Amber Berent
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: 03/10/2026 Correspondence

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:

Approximate length of presentation:

SUMMARY OF COUNTY BOARD
CORRESPONDENCE FOR MEETING OF
March 10, 2026

1. Constitutional Postcard – Dawn E, Baxter
2. Gopher State One Call – Summary of 2025 Operations

Dear Representative,

SAINT PAUL MN 550

In the words of the Father of [redacted], James Madison:



"A standing military force, with an overgrown Executive will not long be safe companions to liberty."
(Federalist No. 41)

CROW WING COUNTY ADMIN OFFICE FEB 18 2026

We know you see this abuse of power.
The majority of Americans oppose it.
REPRESENT US OR BE REPLACED!

Crow Wing Co Attorney
326 Laurel St
Brainerd MN 56401

The numbeee of violations against human Rights will affect the futures of those who are supporting them - Please help turn the tide and get rid of ICE support.

Saint FREE at SIGNS OF JUSTICE.com/wethepeople

We The People

OPPOSE UNCHECKED FEDERAL POLICE POWER

NO Troops
in cities without state approval

NO ICE Raids
without a judicial warrant

Due Process
for ALL including non-citizens

The Constitution is CLEAR:

Article VI & Amendments 4, 5, 14

United States v. Nixon (1974), Cooper v. Aaron (1958), Marbury v. Madison (1803), Boumediene v. Bush (2008), Yick Wo v. Hopkins (1886) reaffirmed Plyler v. Doe (1982)

2026 Notice to Local Governmental Units

Greetings:

On behalf of Gopher State One Call (GSOC), Minnesota's excavation notification center, I am writing to provide you with a brief summary of GSOC's 2025 operations, and to provide you with certain required notices.

In 2025, GSOC processed 912,290 locate requests and made 5,222,773 notifications to registered underground facility operators. These numbers are a testament to Minnesota's excavators, underground facility operators, and local governmental units, as each plays an important role in excavation safety and damage prevention.

As required by Minnesota State Statute 216D.03, Subd. 4, GSOC is issuing this notice to provide each local government unit with the following information:

A. A master list, by county, of the underground facility operators, who are participants in GSOC (attached); and

B. GSOC's mailing address, which remains 1110 Centre Pointe Curve, Ste. 100, Mendota Heights, MN 55120, and telephone number, which is 800-422-1242.

GSOC also takes this opportunity to remind you that, under Section 216D.02 (Notice to Excavator or Operator, Subdivision 1 – Display and Distribution), (i) Local governmental units that issue permits for an activity involving excavation must continuously display an excavator and operator's notice at the place where permits are obtained, and (ii) a copy of section 216D.03 to 216D.07 must be furnished to each person obtaining a permit for excavation. To assist you in this effort, we enclose the following:

1. A copy of sections 216D.03 to 216D.07 of Minnesota State Law Chapter 216D – One Call Excavation Notice System;

2. A copy of Minnesota Rules Chapter 7560 – Office of Pipeline Safety Excavation Notice System;

3. A copy of the Excavator's Notice; and

4. A sample copy of the notice GSOC sends to an affected underground facility operator when GSOC receives an excavation notice.

GSOC recognizes that damage prevention is a shared responsibility, and with that, we respectfully request that you consider promoting GSOC in your safety messages and outreach. We look forward to continuing our partnership and thank you for the role you play in Minnesota excavation safety.

Sincerely,

Kelly Connolly
Chief Operations Officer

Attachments.

CROW WING COUNTY
MAR 02 2026
ADMIN OFFICE

County	District Code	Company Name	Contact Name	Contact Phone	Contact Addr1	Contact Addr2	Contact City	Contact State	Contact Zip
CROW WING	ATT01	AT&T TRANSMISSION	ANGELA JOHNSON	5712189458	301 W WHALEY ST		LONGVIEW	GA	75601
CROW WING	BIRCH01	WHITE BIRCH CAMPING CLUSTER		2185627240	9252 BREEZY POINT DR		BREEZY POINT	MN	56472
CROW WING	BLRAIR01	BRAINERD LAKES REGIONAL AIRPOR	STEVEN WRIGHT	2184545631	16389 AIRPORT ROAD	SUITE 5	BRAINERD	MN	56401
CROW WING	BRAINL01	BRAINERD PUBLIC UTILITIES	CENTRAL STATION	2188298726	8027 HIGHLAND SCENIC RD		BRAINERD	MN	56401
CROW WING	CBAXTR01	CITY OF BAXTER		2184545100	13190 MEMORYWOOD DR/ PO BOX 2626		BAXTER	MN	56425
CROW WING	CCROSB01	CITY OF CROSBY	STEVE PERPICH	2185465021	2 2ND ST SW		CROSBY	MN	56441
CROW WING	CCROSS01	CITY OF CROSSLAKE	PATRICK WEHNER	2186922748	13888 DAGGET PINE RD		CROSSLAKE	MN	56442
CROW WING	CCYUNA01	CITY OF CUYUNA		2185465883	PO BOX 536		CUYUNA	MN	56444
CROW WING	CDRWOD01	CITY OF DEERWOOD		2185343152	23770 FOREST RD/ PO BOX 187		DEERWOOD	MN	56444
CROW WING	CEMILY01	CITY OF EMILY		2187632480	39811 STATE HIGHWAY 6		EMILY	MN	56447
CROW WING	CHARTR12	CHARTER COMMUNICATIONS	KARI BASTIAN	8884382427	3993 HERITAGE PL NW		ROCHESTER	MN	55901
CROW WING	CIRNTN01	CITY OF IRONTON		2185465625	309 3RD ST/ PO BOX 97		IRONTON	MN	56455
CROW WING	CNISWA01	CITY OF NISSWA		2189634444	5442 CITY HALL ST/ PO BOX 410		NISSWA	MN	56468
CROW WING	CNSTEL01	CONSOLIDATED TELEPHONE		8007539104	1102 MADISON ST		BRAINERD	MN	56401
CROW WING	CPQLKS01	CITY OF PEQUOT LAKES		2185685222	4638 CR 11		PEQUOT LAKES	MN	56472
CROW WING	CRAGUN01	CRAGUNS LODGE & LEGACY COURSES		8002724867	11000 CRAGUNS DR		BRAINERD	MN	56401
CROW WING	CRIRHS01	CROSBY-IRONTON HIGH SCHOOL		2185458802	711 POPLAR ST		CROSBY	MN	56411
CROW WING	CRLKTP01	CROSSLAKE TELE/CABLE		2186922777	35910 COUNTY RD 66		CROSSLAKE	MN	56442
CROW WING	CROWCO01	CROW WING COOP		8006489401	HWY 371 N		BRAINERD	MN	56401
CROW WING	CROWHD01	CROW WING COUNTY	JENNY FIELDS	2188241110	16589 CR 142		BRAINERD	MN	56401
CROW WING	CRVTON01	CITY OF RIVERTON		2185465225	16663 MAIN ST		RIVERTON	MN	56455
CROW WING	CTBZPT01	CITY OF BREEZY POINT	JOANN WEAVER	2185624441	8319 COUNTY RD 11		BREEZY POINT	MN	56472
CROW WING	CTLMN01	CENTURYLINK	ANN MCGINNIS	7205782021	700 W MINERAL AVE		LITTLETON	CO	80120
CROW WING	CUYMED01	CUYUNA REGIONAL MEDICAL CENTER	CUYUNA REGIONAL MEDICAL CENTER	2185463712	320 E MAIN ST		CROSBY	MN	56442
CROW WING	EMLCOT01	EMILY COOP TELEPHONE		2187633000	40040 ST HWY 6		EMILY	MN	56447
CROW WING	ENBEGY03	ENBRIDGE ENERGY	RYAN NELSON	7015091708	7701 FRANCE AVE S	SUITE 660	EDINA	MN	55435
CROW WING	ENBEGY04	ENBRIDGE ENERGY	RYAN NELSON	7015091708	7701 FRANCE AVE S	SUITE 660	EDINA	MN	55435
CROW WING	ENVTEL01	CONSOLIDATED COMMUNICATIONS I	JONI MCCABE	8553683684	221 E HICKORY ST		MANKATO	MN	56002
CROW WING	FLEET01	FLEET WHOLESALE SUPPLY		9207318121	1300 S LYNDALE DR		APPLETON	WI	54914
CROW WING	FRTIER01	FRONTIER COMMUNICATIONS	RICH HARMON	8002394430	14450 BURNHAVEN DR		BURNSVILLE	MN	55306
CROW WING	GKWMLL01	GKWMLL SANITARY SEWER DISTR		3206925009	27065 CENTRAL ST/ PO BOX 288		GARRISON	MN	56450
CROW WING	GRNDVW01	GRAND VIEW LODGE		2189632234	23611 WOODWARD AVE		NISSWA	MN	56468
CROW WING	JOHTEL01	JOHNSON TELEPHONE		2185662302	205 1ST AVE NE		REMER	MN	56672
CROW WING	LAKGAS04	LAKES GAS		2185465527	919 1ST ST SW/ PO BOX 185		CROSBY	MN	56441
CROW WING	MERC22	MINNESOTA ENERGY RESOURCES		8008899508	PO BOX 70022		PRESCOTT	AZ	86304
CROW WING	MERC35	MINNESOTA ENERGY RESOURCES		8008899508	PO BOX 70022		PRESCOTT	AZ	86304
CROW WING	MINGAS04	CENTER POINT ENERGY	CENTERPOINT ENERGY JOE BERRY	8002452377	800 LA SALLE AVE		MINNEAPOLIS	MN	55459
CROW WING	MLLECC01	MILLE LACS ELECTRIC COOP		2189272191	36559 US HWY 169		AITKIN	MN	56431
CROW WING	MLLECC04	MILLE LACS ELECTRIC COOP		2189272191	36559 US HWY 169		AITKIN	MN	56431
CROW WING	MNDNR01	MN DNR		6512966157	500 LAFAYETTE RD		ST PAUL	MN	55155
CROW WING	MNSDOT01	DEPARTMENT OF TRANSPORTATION	BEN WOREL OFFICE OF MATERIALS	8006573774	395 JOHN IRELAND BLVD		ST PAUL	MN	55155
CROW WING	MPEFBR01	MINNESOTA POWER	JODI CORROW	3206355005	30 W SUPERIOR ST		DULUTH	MN	55802
CROW WING	MPELEC02	MINNESOTA POWER	JODI CORROW	3206355005	30 W SUPERIOR ST		DULUTH	MN	55802
CROW WING	NEXTRA01	NEXTERA COMMUNICATIONS		2188186400	7115 FORTHUN RD SUITE 100		BAXTER	MN	56425
CROW WING	NLLSSD01	NORTH LONG LAKE SSD	JAMES TROPP	6129918995	6158 BIRCH DALE RD		BRAINERD	MN	56401
CROW WING	NNGAS08	NORTHERN NATURAL GAS	JEFF BRADLEY	8776540646	1111 S 103RD ST		OMAHA	NE	68124
CROW WING	SAVCOM02	MIDCONTINENT COMMUNICATIONS		8008881300	3901 N LOUIS AVE		SIOUX FALLS	SD	57107
CROW WING	SAVCOM03	METRO WASTE COMMISSION	LORI SAND	6516024511	3565 KENNEBEC DRIVE		EAGAN	MN	55122
CROW WING	SLSSD01	SERPENT LAKE SANITARY SEWER		2185451777	350 2ND ST NW		CROSBY	MN	56441
CROW WING	SOMITG01	STATE OF MN OFFICE OF ET		6512968888	658 CEDAR ST		ST PAUL	MN	55155
CROW WING	STJOES01	ST JOSEPHS MEDICAL CENTER		2188292861	523 N 3RD ST		BRAINERD	MN	56401
CROW WING	TDSTEL01	T D S TELECOM		2185685588	30965 2ND ST		PEQUOT LAKES	MN	56472
CROW WING	TDSTEL05	TDS TELECOMMUNICATIONS LLC	FIELD SERVICE SUPPORT	6086644928	525 JUNCTION RD		MADDISON	WI	53717
CROW WING	TNCTVI01	ARVIG	ACCOUNTS PAYABLE	8889927844	160 2ND AVE SW		PERHAM	MN	56573
CROW WING	UNTDPA01	GREAT RIVER ENERGY	WALT ULLRICH	7632415629	17845 E HWY 10		ELK RIVER	MN	55330
CROW WING	UUMP01								
CROW WING	XCEL01	XCEL ENERGY	SAM RICHERT	6124991303	1518 CHESTNUT AVE, 2ND FLOOR		MINNEAPOLIS	MN	55403
CROW WING	ZAYO04	ZAYO BANDWIDTH	ACCOUNTS PAYABLE	8003906094	4772 WALNUT STREET, SUITE 100		BOULDER	CO	80301

216D.03 NOTIFICATION CENTER.

Subdivision 1. **Participation.**

An operator shall participate in and share in the costs of one statewide notification center operated by a vendor selected under subdivision 2.

Subd. 2. **Establishment of notification center; rules.**

(a) The notification center services must be provided by a nonprofit corporation approved in writing by the commissioner. The nonprofit corporation must be governed by a board of directors of up to 20 members, one of whom is the director of the Office of Pipeline Safety. The other board members must represent and be elected by operators, excavators, and other persons eligible to participate in the center. In deciding to approve a nonprofit corporation, the commissioner shall consider whether it meets the requirements of this paragraph and whether it demonstrates that it has the ability to contract for and implement the notification center service.

(b) The commissioner shall adopt rules:

(1) establishing a notification process and competitive bidding procedure for selecting a vendor to provide the notification service;

(2) governing the operating procedures and technology needed for a statewide notification center; and

(3) setting forth the method for assessing the cost of the service among operators.

(c) The commissioner shall select a vendor to provide the notification center service. The commissioner may advertise for bids as provided in section 16C.06, subdivisions 1 and 2, and base the selection of a vendor on best value as provided in section 16C.06, subdivision 6. The commissioner shall select and contract with the vendor to provide the notification center service, but all costs of the center must be paid by the operators. The commissioner may at any time appoint a task force to advise on the renewal of the contract or any other matter involving the center's operations.

(d) An operator may submit a bid and be selected to contract to provide the notification center service under paragraph (a) or (c). The commissioner shall annually review the services provided by the nonprofit corporation approved under paragraph (a) or the vendor selected under paragraph (c).

Subd. 3. **Cooperation with local government.**

In establishing operating procedures and technology for the statewide notification center, the board of directors or the commissioner must work in cooperation with the League of Minnesota Cities, the Association of Minnesota Counties, and the Township Officers' Association. The purpose of this cooperation is to maximize the participation of local governmental units that issue permits for activities involving excavation to assure that excavators receive notice of and comply with the requirements of sections 216D.01 to 216D.07.

Subd. 4. **Notice to local government.**

The notification center shall provide local governmental units with a master list, by county, of the operators in the county who are participants in the notification center, and the telephone number and mailing address of the notification center.

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Subd. 5. **Performance reporting.**

(a) Each operator must submit a report to the Office of Pipeline Safety on a quarterly basis, using a form or database entry designated by the Office of Pipeline Safety. The report must contain the following information:

(1) the total number of notifications and the number of notifications, itemized by type;

(2) for each notification type, the percentage of notifications marked by the start time on the notice; and

(3) the number of utility damages, itemized by the cause of the damages.

(b) Except for a pipeline operator that is subject to chapter 299F or 299J, an operator with fewer than 5,000 notifications received during the previous calendar year is exempt from the reporting requirement under paragraph (a).

(c) The data collected under this subdivision may not be used to initiate an enforcement action by the Office of Pipeline Safety.

(d) The commissioner must annually publish a report on the data collected under this subdivision and make the report available on the Office of Pipeline Safety website.

216D.04 EXCAVATION; LAND SURVEY.

Subdivision 1. **Notice required; contents.**

(a) Except in an emergency, an excavator must and a land surveyor may contact the notification center and provide notice at least 48 hours, excluding the day of notification, Saturdays, Sundays, and holidays and not more than 14 calendar days before beginning any excavation or boundary survey. An excavation or boundary survey begins, for purposes of this requirement, the first time excavation or a boundary survey occurs in an area that was not previously identified by the excavator or land surveyor in the notice.

(b) The notice may be oral or written, and must contain the following information:

(1) the name of the individual providing the notice;

(2) the precise location of the proposed area of excavation or survey;

(3) the name, address, and telephone number of the individual or individual's company;

(4) the field telephone number, if one is available;

(5) the type and extent of the activity;

(6) whether or not the discharge of explosives is anticipated;

(7) the date and time when the excavation or survey is to commence; and

(8) the estimated duration of the activity.

Subd. 1a. **Plans for excavation.**

(a) Any person, prior to soliciting bids or entering into a contract for excavation, must provide a proposed notice to the notification center to obtain from the affected operators of underground facilities the type, size, and general location of underground facilities. Affected operators must provide the information within 15 working days. An operator who provides information to a person who is not a unit of government may indicate any portions of the information which are proprietary and may require the person to provide appropriate confidentiality protection. The information obtained from affected operators must be submitted on the final drawing used for the bid or contract and must depict the utility quality level of that information. This information must be updated not more than 90 days before completion of the final drawing used for the bid or contract.

(b) This subdivision does not apply to bids and contracts for:

(1) routine maintenance of underground facilities or installation, maintenance, or repair of service lines;

(2) excavation for operators of underground facilities performed on a unit of work or similar basis; or

(3) excavation for home construction and projects by home owners.

(c) A person required by this section to show existing underground facilities on its drawings must conduct one or more preliminary design meetings during the design phase to communicate the project design and project scope and timeline and to coordinate utility relocation. Affected facility operators must attend these meetings. Project owners must provide project start dates, duration information, and scope of work.

(d) A person required by this section to show existing underground facilities on its drawings must conduct one or more preconstruction meetings to communicate the project design and project scope and timeline and to coordinate utility relocation. Affected facility operators and contractors must attend these meetings.

(e) This subdivision does not affect the obligation to provide a notice of excavation as required under subdivision 1.

Subd. 1b. **On-site meet.**

(a) An on-site meet may be requested for any excavation at the discretion of the excavator. The meet request must include the entire geographic area of the proposed excavation and the specific location of the meet.

(b) Unless otherwise agreed to between an excavator and operator, an on-site meet is required for:

(1) an excavation notice that involves excavation of one mile or more in length; or

(2) any combination of notices provided for adjacent geographic sections that, when combined, meet or exceed the minimum excavation length under clause (1).

(c) The excavator must provide a precise geographic area of the proposed excavation and use markings as specified under section 216D.05, clause (2).

(d) An affected operator must (1) attend the on-site meet at the proposed date and time, or (2) contact the excavator before the meet and (i) reschedule the meet for a mutually agreed date and time, or (ii) reach an agreement with the excavator that a meet is not required. At the meet, the operator and the excavator must reach an agreement on any subsequent planned meets or further communication.

(e) The on-site meet date and time must occur at least 48 hours after the notice, excluding Saturdays, Sundays, and holidays. The excavation start time must be at least 48 hours after the proposed meet date and time specified on the notice, excluding Saturdays, Sundays, and holidays.

(f) The excavator and the operator must submit documentation of each on-site meet to the notification center, in the manner specified by the notification center. The documentation must include:

(1) the date and time of the meet;

(2) the names, company affiliations, and contact information of the attendees of each meet;

(3) a diagram, sketch, or description of the precise excavation locations, dates, and times; and

(4) the agreed schedule of any future on-site meets or communications.

Subd. 2. **Duties of notification center; regarding notice.**

The notification center must assign an inquiry identification number to each notice and retain a record of all notices received for at least six years. The center must immediately transmit the information contained in a notice to every operator that has an underground facility in the area of the proposed excavation or boundary survey.

Subd. 3. **Locating underground facility; operator.**

(a) Prior to the conclusion of the locate period, an operator must locate and mark or otherwise provide the approximate horizontal location of the underground facilities of the operator and provide readily available information regarding the operator's abandoned and out-of-service underground facilities as shown on maps, drawings, diagrams, or other records used in the operator's normal course of business, without cost to the excavator. The excavator must determine the precise location of the underground facility, without damage, before excavating within two feet of the marked location of the underground facility.

(b) Within 96 hours or the time specified in the notice, whichever is later, after receiving a notice for boundary survey from the notification center, excluding Saturdays, Sundays, and holidays, unless otherwise agreed to between the land surveyor and operator, an operator must locate and mark or otherwise provide the approximate horizontal location of the underground facilities of the operator, without cost to the land surveyor.

(c) For the purpose of this section, the approximate horizontal location of the underground facilities is a strip of land two feet on either side of the underground facilities.

(d) Markers used to designate the approximate horizontal location of underground facilities are subject to the following requirements:

(1) markers must be a combination of paint markings and at least one of the following: (i) a flag or flags, (ii) a stake or stakes, or (iii) a whisker or whiskers;

(2) all markers under clause (1) must follow the current color code standard used by the American Public Works Association;

(3) markers must be located within a plus or minus two-foot tolerance; and

(4) the name of the operator must be indicated on each flag, stake, or whisker.

If the surface being marked is hard, markers without flags, stakes, or whiskers may be used but must comply with the color code standard and tolerance requirement under clauses (2) and (3).

(e) If the operator cannot complete marking of the excavation or boundary survey area before the excavation or boundary survey start time stated in the notice, the operator must promptly contact the excavator or land surveyor.

(f) Operators must maintain maps, drawings, diagrams, or other records of any underground facility abandoned or out-of-service after December 31, 1998.

(g) An operator or other person providing information pursuant to this subdivision is not responsible to any person, for any costs, claims, or damages for information provided in good faith regarding abandoned, out-of-service, or private or customer-owned underground facilities.

(h) An operator must use geospatial location information or an equivalent technology to develop as-built drawings of newly installed or newly abandoned facilities if exposed in the excavation area. The requirements under this paragraph apply (1) on or after January 1, 2026, or (2) on or after January 1, 2027, for an operator that provided services to fewer than 10,000 customers in calendar year 2025.

Subd. 4. **Locating underground facility; excavator or land surveyor.**

(a) The excavator or land surveyor must determine the precise location of the underground facility, without damage, before excavating within two feet on either side of the marked location of the underground facility.

(b) Activities in the proposed area of excavation or boundary survey must take place before the expiration date and time on the notification. If the excavator or land surveyor cancels the excavation or boundary survey, the excavator or land surveyor must cancel the notice through the notification center.

(c) The notice is valid for 14 calendar days from the start time stated on the notice. If the activity will continue after the expiration time, then the person responsible for the activity must serve an additional notice at least 48 hours, excluding Saturdays, Sundays, and holidays, before the expiration time of the original notice, unless the excavator makes arrangements with the operators affected to periodically verify or refresh the marks, in which case the notice is valid for six months from the start time stated on the notice.

(d) The excavator is responsible for reasonably protecting and preserving the marks until no longer required for proper and safe excavation near the underground facility. If the excavator has reason to believe the marks are obliterated, obscured, missing, or incorrect, the excavator must notify the facility operator or notification center in order to have an operator verify or refresh the marks.

216D.05 PRECAUTIONS TO AVOID DAMAGE.

(a) An excavator must:

(1) plan the excavation to avoid damage to and minimize interference with underground facilities in and near the construction area;

(2) for proposed excavations, use (i) white markings or black markings in wintery conditions, or (ii) electronic marking as provided in paragraph (b);

(3) maintain a clearance between an underground facility and the cutting edge or point of any mechanized equipment, considering the known limit of control of the cutting edge or point to avoid damage to the facility;

(4) provide support for underground facilities in and near the construction area, including during backfill operations, to protect the facilities; and

(5) conduct the excavation in a careful and prudent manner.

(b) An excavator may use electronic marking under paragraph (a), clause (2), if:

(1) the marking provides at least as much proposed excavation information as equivalent physical markings; and

(2) electronic marking used prior to January 1, 2026, is accompanied by equivalent physical markings as provided under paragraph (a), clause (2).

(c) Following submission of electronic marking, an operator may require the excavator to use physical markings.

216D.06 DAMAGE TO FACILITY.

Subdivision 1. **Notice; repair.**

(a) If any damage occurs to an underground facility or its protective covering, the excavator shall notify the operator promptly. When the operator receives a damage notice, the operator shall promptly dispatch personnel to the damage area to investigate. If the damage results in the escape of any flammable, toxic, or corrosive gas or liquid or endangers life, health, or property, the excavator responsible shall immediately notify the operator and the 911 public safety answering point, as defined in section 403.02, subdivision 19, and take immediate action to protect the public and property. The excavator shall also attempt to minimize the hazard until arrival of the operator's personnel or until emergency responders have arrived and completed their assessment. The 911 public safety answering point shall maintain a response plan for notifications generated by this section.

(b) An excavator shall delay backfilling in the immediate area of the damaged underground facilities until the damage has been investigated by the operator, unless the operator authorizes otherwise. The repair of damage must be performed by the operator or by qualified personnel authorized by the operator.

(c) An excavator who knowingly damages an underground facility, and who does not notify the operator as soon as reasonably possible or who backfills in violation of paragraph (b), is guilty of a misdemeanor.

§

Subd. 2.**Cost reimbursement.**

(a) If an excavator damages an underground facility, the excavator shall reimburse the operator for the cost of necessary repairs, and for a pipeline the cost of the product that was being carried in the pipeline and was lost as a direct result of the damage.

(b) Reimbursement is not required if the damage to the underground facility was caused by the sole negligence of the operator or the operator failed to comply with section 216D.04, subdivision 3.

216D.07 EFFECT ON LOCAL ORDINANCES.

(a) Sections 216D.01 to 216D.07 do not affect or impair local ordinances, charters, or other provisions of law requiring permits to be obtained before excavating.

(b) A person with a permit for excavation from the state or a public agency is subject to sections 216D.01 to 216D.07. The state or public agency that issued a permit for excavation is not liable for the actions of an excavator who fails to comply with sections 216D.01 to 216D.07.

CHAPTER 7560
OFFICE OF PIPELINE SAFETY
EXCAVATION NOTICE SYSTEM

7560.0100 DEFINITIONS.
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7560.0700 CONSENT ORDER.
7560.0800 CIVIL PENALTIES.

7560.0100 DEFINITIONS.

Subpart 1. **Scope.** The terms used in this chapter have the meanings given them. Terms not defined in this part have the meanings given them in Minnesota Statutes, section 216D.01.

Subp. 1a. **Abandoned facility.** "Abandoned facility" means an underground facility that is no longer in service and is physically disconnected from a portion of the operating facility that is in use or still carries service. An abandoned facility has been deemed abandoned by the operator.

Subp. 2. **Director.** "Director" means the director of the Office of Pipeline Safety of the Minnesota Department of Public Safety.

Subp. 3. **Good cause to believe.** "Good cause to believe" means grounds put forth in good faith that are not arbitrary, irrational, unreasonable, or irrelevant and that are based on at least one of the following sources:

A. information from a person;

B. facts supplied by the notification center defined in Minnesota Statutes, section 216D.01, subdivision 8;

C. facts of which the director or an agent of the director has personal knowledge; and

D. information provided by excavators or operators.

Subp. 4. **Locate.** "Locate" means an operator's markings of an underground facility.

Subp. 5. [Renumbered as subp 8]

Subp. 5a. [Renumbered as subp 9]

Subp. 6. [Renumbered as subp 11]

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Subp. 7. **Meet.** When used as a noun in this chapter, "meet" refers to a meeting at the site of proposed excavation requested at the time of notice by the excavator with all affected underground facility operators to further clarify the precise geographic location of excavation, schedule locating, propose future contacts, and share other information concerning the excavation and facilities.

Subp. 8. **Office.** "Office" means the Office of Pipeline Safety of the Minnesota Department of Public Safety.

Subp. 9. **Out-of-service facility.** "Out-of-service facility" means an underground facility that is no longer maintained and is not intended for future use, but has not been deemed abandoned. An out-of-service facility may still be connected to a portion of the operating facility that is in use or still carries service.

Subp. 10. **Public right-of-way.** "Public right-of-way" means the area on, below, or above a public roadway, highway, street, cartway, bicycle lane, and sidewalk in which a government unit has an interest, including other rights-of-way dedicated for travel purposes and utility easements of government units.

Subp. 11. **Remuneration.** "Remuneration" means direct or indirect compensation or consideration paid to the person or the person's agent, employer, employee, subcontractor, or contractor. A person who excavates as part of the person's duties as an employee, employer, agent, subcontractor, or contractor is considered to be acting for remuneration.

Subp. 12. **Service lateral.** "Service lateral" means an underground facility that is used to transmit, distribute, or furnish gas, electricity, communications, or water from a common source to an end-use customer. A service lateral is also an underground facility that is used in the removal of wastewater from a customer's premises.

Statutory Authority: *MS s 14.06; 216D.08; 299F.56; 299F.60; 299F.641; 299J.04*

History: *16 SR 135; 24 SR 448; 29 SR 1503*

Published Electronically: *July 20, 2005*

7560.0125 ABANDONED AND OUT-OF-SERVICE FACILITIES.

Subpart 1. **Duty of operators to provide readily available information.** Operators shall provide readily available information, as shown on maps, drawings, diagrams, or other records used in the normal course of business, on the approximate location of abandoned and out-of-service facilities to an excavator by the excavation date and time noted on the excavation or location notice unless otherwise agreed between the excavator and the operator. An operator fulfills an obligation to provide information on these facilities by doing one or more of the following:

A. locating and marking the approximate location of the facility according to the current color code standard used by the American Public Works Association, as required in Minnesota Statutes, section 216D.04, subdivision 3, with an abandoned or out-of-service facility identified by an uppercase A surrounded by a circle;

B. providing informational flags at the area of proposed excavation;

C. communicating information verbally; or

D. providing copies of maps, diagrams, or records.

Subp. 2. **Duty to notify operator.** An excavator shall notify the operator:

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A. before moving, removing, or otherwise altering a facility that is thought to be abandoned or out of service; or

B. if damage to the facility occurs, pursuant to Minnesota Statutes, section 216D.01, subdivision 2.

Subp. 3. **Verification of abandoned or out-of-service facility.** Upon receipt of notification by an excavator pursuant to subpart 2, an operator shall verify that an underground facility is abandoned or out of service, by either reference to installation records, testing, or other comparable standard of verification, before an excavator is allowed to move, remove, or otherwise alter an underground facility.

Subp. 4. **Liability.** An operator providing information pursuant to Minnesota Statutes, section 216D.04, subdivision 3, is not responsible to any person for any costs, claims, or damages for information provided in good faith regarding abandoned and out-of-service underground facilities.

Statutory Authority: *MS s 14.06; 216D.08; 299J.04; 299F.60*

History: *24 SR 448*

Published Electronically: *July 20, 2005*

7560.0150 PUBLIC RIGHT-OF-WAY MAPPING AND INSTALLATION.

Subpart 1. **Duty of operator to map.** After December 31, 2005, an operator shall maintain a map, a diagram, a drawing, or geospatial information regarding the location of its underground facility within a public right-of-way installed after that date.

Subp. 2. **Duty to install locating wire.** After December 31, 2005, an operator shall install a locating wire or have an equally effective means of marking the location of each nonconductive underground facility within a public right-of-way installed after that date. This requirement does not apply when making minor repairs to an existing nonconductive facility. As applied to this chapter, "minor repairs" means repairs to or partial replacement of portions of existing service laterals located within a public right-of-way for purposes of routine maintenance and upkeep.

Statutory Authority: *MS s 299J.04*

History: *29 SR 1503*

Published Electronically: *July 20, 2005*

7560.0200 [Repealed, 24 SR 448]

Published Electronically: *July 20, 2005*

7560.0225 EXCAVATOR RESPONSIBILITIES REGARDING A LOCATE.

Subpart 1. [Repealed, 29 SR 1503]

Subp. 2. **Responsibility to protect and preserve.** The excavator is responsible for reasonably protecting and preserving a locate until no longer required for proper and safe excavation near the underground facility. If the excavator has reason to believe a locate is obliterated, obscured, missing, or incorrect, the excavator shall notify the facility operator or notification center in order to have an operator verify, refresh, or re-mark the locate.

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Subp. 3. **Use of locate.** A locate is valid for 14 days from the excavation commencement time stated on the excavation or location notice, unless the excavator has made previous arrangements with the operators affected to periodically verify, refresh, or re-mark the locate.

Statutory Authority: *MS s 14.06; 216D.08; 299J.04; 299F.60*

History: *24 SR 448; 29 SR 1503*

Published Electronically: *July 20, 2005*

7560.0250 LOCATE STANDARDS.

Subpart 1. **Facility locate.** Unless otherwise agreed to between the excavator and operator, an operator shall locate an underground facility using stakes, flags, paint, or other suitable materials in varying combinations dependent upon the surface. The locate must be in sufficient detail to clearly identify the approximate route of the underground facility. The locate must also include:

A. name, abbreviation, or logo of the operator when more than one operator listed on the notice uses the same color markings;

B. width of the underground facility if it is greater than eight inches; and

C. number of underground facilities if greater than one.

Subp. 2. **Operator duties in no conflict situation.** After December 31, 2005, an operator who receives notice and determines that an underground facility is not in conflict with the proposed excavation shall complete one or more of the following:

A. mark the area "NO" followed by the operator's name, abbreviation, or logo in the color code of the underground facility not in conflict;

B. place a clear plastic flag at the area that:

(1) states "N/C" or "NO CONFLICT" in lettering matching the color code of the underground facility that is not in conflict; and

(2) includes the operator's name, abbreviation, or logo, the date, a contact telephone number, and the ticket number; or

C. contact the notification center through procedures required by the notification center and indicate that there are no underground facilities in conflict with the proposed excavation and that no markings or flags were left at the proposed excavation site.

Subp. 3. **Placement of flags or markings.** If using N/C (no conflict) flags or markings pursuant to subpart 2, an operator shall place the flags or markings in a location that can be readily observed by an excavator. When an area of proposed excavation is delineated by the use of white markings, an operator shall place the N/C flags or markings within, or as near as practicable to, the delineated area.

Subp. 4. **Duties of notification center.** After December 31, 2005, the notification center shall make the information received under subpart 2 available to the excavator before the start date and time on the notice. The notification center may fulfill this requirement by making the information accessible through one or more Internet addresses, by transmitting the information to a continuously working facsimile machine maintained by the excavator, or by other methodology developed by the notification center. The notification center shall make available the information received by operators pursuant to this section through

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an electronic means. The notification center is not required by this subpart to contact an excavator verbally via telephone.

Statutory Authority: *MS s 299J.04*

History: *29 SR 1503*

Published Electronically: *July 20, 2005*

7560.0300 OPERATOR PARTICIPATES AND SHARES COSTS.

An operator shall participate in and share the costs of the one call excavation notice system by:

A. submitting the information required by the notification center to allow the center to notify the operator of excavation activity;

B. updating the information provided to the notification center on a timely basis;

C. installing and paying for equipment reasonably requested by the notification center to facilitate receipt of notice of excavation from the center;

D. paying the costs charged by the notification center on a timely basis; and

E. receiving and responding to excavation notices, including emergency notices, as required by Minnesota Statutes, chapter 216D.

Statutory Authority: *MS s 14.06; 216D.08; 299F.56; 299F.641*

History: *16 SR 135*

Published Electronically: *July 20, 2005*

7560.0325 EMERGENCY EXCAVATION NOTICES.

Subpart 1. **Duty of excavator to provide notice.** An excavator shall provide notice to the notification center before commencing an emergency excavation, unless subpart 2 applies. All emergency notices, regardless whether made prior to excavation, must be verbal or in a manner accepted by the notification center. In addition to the information required by the notification center, the notice must also contain:

A. a description of the situation requiring the emergency excavation;

B. the precise location of the proposed area of the emergency excavation;

C. at least one continuously staffed telephone number where the excavator can be contacted by the operator throughout the emergency; and

D. the excavation start date and time if the need for excavation is not immediate.

Subp. 2. **Excavating before notice.** If an emergency is such that providing notice or waiting for an operator would result in an undue risk to life, health, or significant loss of property, the excavator may excavate without providing prior notice or waiting for an operator to mark an underground facility. In this situation, the excavator shall provide notice as soon as practicable and take all reasonable precautions to avoid or minimize damage. Excavation prior to notice under this subpart does not relieve an excavator from any responsibility for damage to an underground facility pursuant to Minnesota Statutes, section 216D.06.

Subp. 3. **Emergency notice requesting immediate response.** Upon receiving an emergency excavation notice requesting an immediate response, an operator shall:

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A. attempt to contact the excavator within one hour at the telephone number provided in subpart 1, item C, to provide any information concerning facilities at or near the area of excavation including an anticipated response time; and

B. locate and mark the underground facility within three hours of notice unless:

(1) otherwise agreed between the parties;

(2) the operator notifies the excavator that not locating does not present an immediate danger to life or health, or a significant loss of property; or

(3) there is an event or situation that cannot be reasonably anticipated or controlled by the operator.

Subp. 4. **Emergency notice requesting scheduled response.** Upon receiving an emergency excavation notice that does not require an immediate response, and before the scheduled excavation start date and time, an operator shall:

A. locate and mark the underground facility, unless otherwise agreed between the parties; or

B. notify the excavator at the telephone number provided in subpart 1, item C, that there is not an underground facility within the area of proposed excavation.

For purposes of this subpart, a requested start time of three hours or less from the time notice is provided to the center is considered an emergency notice requesting immediate response under subpart 3.

Statutory Authority: *MS s 299J.04*

History: *29 SR 1503*

Published Electronically: *July 20, 2005*

7560.0350 EXCAVATION NOTICE REQUESTING MEET.

Subpart 1. **Excavator duties.** When requesting a meet through the notification center, an excavator must provide at least one contact name and telephone number to assist in facilitating the meet. An excavator shall contact the notification center to cancel or reschedule the meet and the notification center shall relay this information to the affected operators. When a meet is requested, an excavator's notice must include the entire geographic area of the proposed excavation and the specific location of the meet. This part does not relieve an excavator from the duty to provide a precise geographic location of the proposed area of excavation, or to use white markings except where it can be shown that to do so is not practical.

Subp. 2. **Operator duties.** When a meet is requested, an affected operator shall make a reasonable effort to attend the meet at the proposed date and time, or contact the excavator before the meet and reschedule for a mutually agreed date and time.

Subp. 3. **Excavation start date and time.** When a meet is requested, the meet date and time must be at least 48 hours after notice is provided, excluding Saturdays, Sundays, and holidays, and the excavation start date and time must be at least 24 hours after the proposed meet date and time specified on the notice, excluding Saturdays, Sundays, and holidays. This subpart does not apply if these matters are provided for in a written agreement with all affected operators.

Subp. 4. **Meet request documentation.** An excavator shall maintain written documentation of each meet with an underground facility operator or representative. This documentation must be kept for the duration of the excavation conducted under the notice. The documentation must include:

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A. the date and time of each meet;

B. the names, company affiliations, and contact information of the attendees of each meet;

C. a diagram, sketch, or description of the precise excavation locations, dates, and times; and

D. the agreed schedule of any future meets or communications.

Statutory Authority: *MS s 299J.04*

History: *29 SR 1503*

Published Electronically: *July 20, 2005*

7560.0375 LOCATING A SERVICE LATERAL.

Subpart 1. **Operator duties.** Unless otherwise agreed, an underground facility operator shall locate a service lateral before the start date and time on the notice and in accordance with items A through C:

A. An operator of a natural gas, propane, or electric facility shall locate a service lateral up to the meter or the connection to a customer's underground facility, whichever is closer to the end-use customer. If the meter or connection to the customer's underground facility is within a public right-of-way, at a minimum the operator shall locate that portion of the service lateral within the public right-of-way up to the point where the service lateral first leaves the public right-of-way.

B. An operator of a communication facility shall locate a service lateral up to the entry of the first building. If the service lateral does not enter a building, the operator shall locate up to the utilization equipment, fence, or wall that surrounds the equipment.

C. After December 31, 2005, an operator of a sewage or water facility, at a minimum, shall locate that portion of the service lateral within a public right-of-way installed after that date up to the point where the service lateral first leaves the public right-of-way. The operator shall either locate or provide information as shown on maps, drawings, diagrams, or other records, on the location of a sewer or water service lateral installed before January 1, 2006. If no information is available on a sewer or water service lateral installed before January 1, 2006, then notifying the excavator that no information exists fulfills the requirements of this section.

Subp. 2. **Exception.** An operator is not required to locate a service lateral of a customer who currently participates in the statewide notification system, provided the customer and operator mutually agree that the customer will assume locate responsibilities. The agreement must be in writing.

Statutory Authority: *MS s 299J.04*

History: *29 SR 1503*

Published Electronically: *July 20, 2005*

7560.0400 CITATIONS.

Subpart 1. **Notice of violation.** The office shall issue a notice of probable violation when the office has good cause to believe a violation of Minnesota Statutes, sections 216D.01 to 216D.09 or this chapter has occurred.

Subp. 2. **Contents of notice of violation.** A notice of violation must include:

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A. a statement of the statute or rule allegedly violated by the person and a description of the evidence on which the allegation is based;

B. notice of response options available to the person cited;

C. notice that the person has 30 days in which to respond;

D. notice that failure to respond within 30 days precludes administrative review under this chapter; and

E. if a civil penalty is proposed, the amount of the proposed civil penalty and the maximum civil penalty applicable under law.

Subp. 3. **Receipt of notice.** The notice of violation is deemed received three days after mailing to the person's last known address.

Statutory Authority: *MS s 14.06; 216D.08; 299F.56; 299F.60; 299F.641; 299J.04*

History: *16 SR 135; 24 SR 448*

Published Electronically: *July 20, 2005*

7560.0500 RESPONSE OPTIONS.

The person shall respond to the notice of violation in the following way:

A. When the notice contains a proposed compliance order, the person shall:

(1) agree to the proposed compliance order;

(2) request the execution of a consent order;

(3) object to the proposed compliance order and submit written explanations, information, or other materials in answer to the allegations in the notice; or

(4) request the office to initiate a hearing under Minnesota Statutes, sections 14.50 to 14.69.

B. When the notice contains a proposed civil penalty, the person shall:

(1) pay the penalty and close the case;

(2) submit an offer in compromise of the proposed civil penalty;

(3) submit a written explanation, information, or other material in answer to the allegations or in mitigation of the proposed civil penalty; or

(4) request the office to initiate a hearing under Minnesota Statutes, sections 14.50 to 14.69.

C. Failure to respond in writing within 30 days precludes administrative review under this chapter. A final order will be issued and penalties will be forwarded for collection.

Statutory Authority: *MS s 14.06; 216D.08; 299F.56; 299F.60; 299F.641; 299J.04*

History: *16 SR 135; 24 SR 448*

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7560.0600 DIRECTOR REVIEW.

If the person objects to the proposed civil penalty or compliance order and submits written explanations, information, or other materials in response to a notice of violation, within the time specified in part 7560.0500, the director shall review the submissions and determine whether to negotiate further, to change or withdraw the notice of violation, or to initiate a hearing under Minnesota Statutes, sections 14.50 to 14.69.

Statutory Authority: *MS s 14.06; 216D.08; 299F.56; 299F.60; 299F.641; 299J.04*

History: *16 SR 135; 24 SR 448*

Published Electronically: *July 20, 2005*

7560.0700 CONSENT ORDER.

An executed consent order must contain:

A. an admission by the person of the jurisdictional facts;

B. a waiver of further procedural steps and the right to seek judicial or administrative review or otherwise challenge or contest the validity of the consent order; and

C. an agreement that the notice of violation may be used to construe the terms of the consent order.

Statutory Authority: *MS s 14.06; 216D.08; 299F.56; 299F.641*

History: *16 SR 135*

Published Electronically: *July 20, 2005*

7560.0800 CIVIL PENALTIES.

Subpart 1. **Proceedings against excavators.** When the office has good cause to believe that an excavator is engaging or has engaged in conduct that violates Minnesota Statutes, section 216D.04, subdivision 1, 2, or 3; 216D.05, clause (1), (2), (3), or (4); or 216D.06, subdivision 1, or a rule adopted under Minnesota Statutes, section 216D.08, subdivision 4, the office, if appropriate, shall negotiate a civil penalty under Minnesota Statutes, section 216D.08, subdivision 2. A penalty imposed under Minnesota Statutes, section 216D.08, is subject to the contested case and judicial review provisions of Minnesota Statutes, chapter 14. An operator who engages or has engaged in excavation that violates Minnesota Statutes, chapter 216D, is subject to the proceedings specified in subpart 2 and is subject to the penalties specified in subpart 4, item B or C.

Subp. 2. **Proceedings against underground facility operators.** The office may negotiate a civil penalty under item A or B.

A. When the office has good cause to believe that an underground facility operator, other than an operator set forth in item B, is engaging or has engaged in conduct that violates Minnesota Statutes, sections 216D.01 to 216D.07, or a rule adopted under Minnesota Statutes, section 216D.08, subdivision 4, the office, if appropriate, shall negotiate a civil penalty under Minnesota Statutes, section 216D.08, subdivision 2. A penalty imposed under Minnesota Statutes, section 216D.08, is subject to the contested case and judicial review provisions of Minnesota Statutes, chapter 14.

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B. When the office has good cause to believe that an operator who engages in the transportation of gas or hazardous liquids or who owns or operates a gas or hazardous liquid pipeline facility is engaging or has engaged in conduct that violates Minnesota Statutes, sections 299F.56 to 299F.641, or a rule adopted under Minnesota Statutes, section 299F.60, subdivision 5, the office, if appropriate, shall negotiate a civil penalty under Minnesota Statutes, section 299F.60, subdivision 2. A penalty imposed under Minnesota Statutes, section 299F.60, is subject to the contested case and judicial review provisions of Minnesota Statutes, chapter 14.

Subp. 3. **Assessment considerations.** In assessing a civil penalty under this part, the office shall consider the following factors:

A. the nature, circumstances, and gravity of the violation;

B. the degree of the person's culpability;

C. the person's history of previous offenses;

D. the person's ability to pay;

E. good faith on the part of the person in attempting to remedy the cause of the violation;

F. the effect of the penalty on the person's ability to continue in business; and

G. past reports of damage to an underground facility by a person.

Subp. 4. **Maximum penalties.** For the purposes of this part, penalties imposed under this part must not exceed the limits in items A to C.

A. Penalties imposed against excavators must not exceed $1,000 for each violation per day of violation.

B. Penalties imposed against underground facility operators, other than an operator set forth in item C, must not exceed $1,000 for each violation per day of violation.

C. Penalties imposed against an operator who engages in the transportation of gas or hazardous liquids or who owns or operates a gas or hazardous liquid pipeline facility must not exceed $10,000 for each violation for each day that the violation persists, except that the maximum civil penalty must not exceed $500,000 for a related series of violations.

Subp. 5. **Payment procedure.** The person shall pay a civil penalty that has been proposed, assessed, or compromised by submitting to the office a check or money order in the correct amount, payable to the commissioner of public safety.

Statutory Authority: *MS s 14.06; 216D.08; 299F.56; 299F.60; 299F.641; 299J.04*

History: *16 SR 135; 24 SR 448*

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Gopher State One Call

Your ticket has a legal start date and time of 02/06/2026 12:01 AM.

You must ensure that the entire ticket is correct and the entire work area is mapped correctly by clicking - HERE. If any information is incorrect, click HERE to make changes or call 1-800-252-1166, 651-454-0002 or 811.

Mark the excavation area with white paint or flags. Black markings may be used on-site during wintery conditions.

You may check the facility operator Positive Response or update or cancel your ticket by clicking - HERE.

An email with the facility operator responses will be sent to you at the legal start date and time of your ticket.

This ticket is valid for 14 days from the legal start date and time. The expiration date and time is 02/20/2026 12:01 AM . If additional locate time is needed, an excavator and utility operator may agree on a mutually acceptable time for the locate to be completed. This agreement must be documented with Gopher State One Call, click HERE for an agreement form.

TICKET SUMMARY			
NEW			
Ticket Number:	260330947	**Old Ticket:**	
By:	webusr99	**Source:**	WEB
Type:	NORMAL	**Date:**	02/02/2026 3:02 PM
Company Information			
Company:	GOPHER STATE ONE CALL	**Type:**	OTHER
Address:	1110 CENTRE POINT CURVE MENDOTA HEIGHTS, MN 55120		
Caller:	ROBERT DEVRIES	**Phone:**	(651) 454-8388
Contact:	TEST D	**Phone:**	(555) 555-5555
Company Phone:	(651) 454-8388	**Company Fax:**	
Email Address:	robertd@occinc.com		
Work Information			
State:	MN	**Work Date:**	02/06/2026 12:01 AM
County:	AITKIN	**Work Being Done For:**	TEST
Place:	NORTHEAST AITKIN UT		
Street:	STATE HWY 200		
Intersection:	154TH PL		
Type of Work:	TEST		
Explosives:	N	**Tunnel/Bore:**	N
R.O.W.:	Y	**Duration:**	3 HOUR

Area Marked: Yes

Remarks Information

TEST TICKET

AREA MARKED: YES; ELECTRONICALLY MARKED

Link To Map_LINK for C_EMAIL

FACILITY OPERATORS NOTIFIED

Code	Company Name	Marking Concerns	Damage*	Customer Service
TEST03	GSOC TEST FACILITY OP	(651)206-7618	(651)222-2222	(800)252-1166

EXCAVATOR RESPONSIBILITIES

- It is your responsibility to determine which facility operators have responded to the ticket. For questions concerning facility operator responses to your ticket contact them directly via their phone number on the ticket.
- You can refresh the markings by going HERE to request an Update - Refresh Marks or Extend Life.
- Keep your ticket current; update if necessary at least 48 hours excluding the date you file the ticket before the expiration date and time of your ticket, excluding weekends and holidays by clicking HERE to request an Update - Refresh Marks or Extend Life.

* Use safe excavation practices. Maintain the minimum safe tolerance zone. If a damage occurs keep yourself and those around you safe. Call 911 if you strike gas, propane, hazardous liquids or if there is the possibility of risk to persons and property. Call the facility operator to report the damage. Do not repair your own damage.

- Inspect the excavation area for private facilities that are not marked with a call to Gopher State One Call. Examples of private facilities are gas line to a grill, electric line to a garage and a sprinkler system. You are responsible to determine their existence and location prior to excavating. More information about private facilities can be found at private facilities.

Gopher State One Call Locate Request

NEW
Ticket Number: 260330947 Old Ticket:
By: webusr99 Source: WEB
Type: NORMAL Date: 02/02/2026 3:05 PM
Send To: TEST03 Sequence: 14

Company Information

GOPHER STATE ONE CALL Type: OTHER
1110 CENTRE POINT CURVE
MENDOTA HEIGHTS, MN 55120

Caller: ROBERT DEVRIES Caller Phone: (651) 454-8388
Contact: TEST D Contact Phone: (555) 555-5555
Company Phone: (651) 454-8388 Company Fax:
Company Email: robertd@occinc.com

Work Information

State: MN Work Date: 02/06/2026 12:01 AM
County: AITKIN Done For: TEST
Place: NORTHEAST AITKIN UT
Street: STATE HWY 200
Intersection: 154TH PL
Type of Work: TEST
Explosives: No Tunnel/Bore: No
Right of Way: Yes Duration: 3 HOUR
Area Marked: Yes

Remarks Information

TEST TICKET
AREA MARKED: YES; ELECTRONICALLY MARKED

Link To Map_LINK for TEST03: https://mn.itic.occinc.com/8QMR-A2G-WVG-CA3

Facility Operators

Code	Name	Phone Number
TEST03	GSOC TEST FACILITY OP	(651) 206-7618

Location

Number of Excavation Locations: 1

Coordinates for each location:
Loc 1 : NW Lat: 46.966484 Lon: -93.139551 SE Lat: 46.966107 Lon: -93.131960
T 52N R 22W S 29 Q NE T 52N R 22W S 21 Q SW T 52N R 22W S 21 Q SE
T 52N R 22W S 20 Q SE T 52N R 22W S 28 Q NW T 52N R 22W S 28 Q NE