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

04/14/2026
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. 03/24/2026 Regular County Board Meeting Minutes
   3.2. Amended Minutes of the 02/24/2026 Regular County Board Meeting

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. Crow Wing County Lease Agreement with the Mississippi Headwaters Board
   5.4. Exempt Gambling Permit - Turn-In Poachers Inc.
   5.5. Exempt Gambling Permit - One Family One Cause

5.6. Out-of-state travel for training/conference
5.7. Overdose Fatality Response Team Grant
5.8. MnDOT Detour Agreement No.1062427
5.9. MnDOT Detour Agreement No.1062371
5.10. Award Contract for Contract No. 26011 for Projects CP 018-200-163
5.11. Award Contract for Contract No. 26014 for Projects CP 018-200-166 and CP 018-300-062
5.12. True County Assessor System
5.13. 2026 Crow Wing County Landfill Construction – Award Contract
5.14. Sourcewell Community Benefit Funds Grant Application
5.15. Abatements

6. **Northland Reliability Project Update**

6.1. Northland Reliability Project Update

7. **Community Services**

7.1. Sourcewell Community Impact Funding Application
7.2. Community Services Shared Position with Aitkin County
7.3. Request for Opioid Funding - BLADE

8. **County Engineering & Highway**

8.1. Approve 2026-2030 Highway Improvement Plan (HIP)

9. **County Sheriff**

9.1. Fleet Vehicles Replacement & Addition Budget Amendment

10. **County Attorney**

11. **County Administrator**

12. **Additional Business**

13. **Adjournment**

County Board Correspondence

04/14/26 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, April 14, 2026

Administration	Amber Berent
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: 03/24/2026 Regular County Board Meeting Minutes

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
Approve the minutes of the March 24th, 2026, regular County Board meeting.

Approximate length of presentation:

Crow Wing County
Board of Commissioners

Regular Meeting Minutes

03/24/2026
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 (remote), Rosemary Franzen, Jamie Lee

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

Commissioner Barrows exited the meeting at 9:44 AM

2. **Recognition of Retiring Employee Tina Ebertowski after 26 Years**

The board recognized the following employee who is retiring and thanked her for her service to Crow Wing County: Tina Ebertowski – 26 years of service.

3. **Open Forum**

Michael Duvall spoke about the 287g agreement and requested that a formal discussion about it be on a future County Board agenda.

Camille Lang spoke regarding the 287g agreement, it's potential effects and how it can take law enforcement officers away from their other duties.

Robert Grant spoke about the stop light at State Hwy 371 and County Rd 13 and stated that it cycles very quickly. He has attempted to advise MnDOT but it has not been resolved.

4. **Review and Approve Minutes**

4.1 03/10/2026 Regular County Board Meeting Minutes

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

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

4.2 Amended Minutes of the February 10, 2026, regular County Board Meeting

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

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

5. **Review and Approve Agenda**

Approved the agenda of the March 24, 2026, regular County Board meeting as amended.

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

ADD Request for County Board Support Letters for Brainerd/Baxter Wastewater Treatment Facility Funding Applications (FY2027 CDS & Community Project Funding)

Approve submission of County Board support letters for the Brainerd/Baxter Wastewater Treatment Facility funding applications (FY2027 Congressionally Directed Spending and Community Project Funding).

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

6. **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:	Paul Koering
SECONDER:	Jon Lubke
AYES:	Paul Koering, Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

6.1 Bills

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

General Fund	$287,891.33
Restricted & Committed Funds	42,794.42
Highway Fund	132,089.90
Community Services Fund	96,553.55
Solid Waste (Non-Landfill) Fund	17,589.75
Land Management Fund	21,857.78
Unorganized Territories Fund	952.19
Capital Projects Fund	174,128.04
Landfill Fund	13,918.42
Child Protection	499.11

State of Emergency	9,765.56
	$798,040.05

6.2 Personnel Actions

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

6.3 Exempt Gambling Permit - Ducks Unlimited Garrison Wildlife Chapter

Approved the Minnesota Lawful Gambling Application for an Exempt Permit for the Ducks Unlimited Garrison Wildlife Chapter to be held on the date of April 26, 2026, at the Lonesome Pine Restaurant and Bar, Town of Bay Lake, subject to all State Laws and upon approval of said date, the applicant submitting a copy of reports required by the State.

6.4 Exempt Gambling Permit - Church of St. Mathias

Approved the Minnesota Lawful Gambling Application for an Exempt Permit for the Church of St. Mathias to be held on the date of June 28, 2026 at St. Mathias Park, St. Mathias Township, subject to all State Laws and upon approval of said date, the applicant submitting a copy of reports required by the State.

6.5 2026 Temporary On-Sale Liquor Licenses

Approved the 2026 Temporary On-Sale Liquor License applications:

- Brainerd American Legion Post 255 for the temporary on-sale of liquor at the Crow Wing County Fairgrounds, Town of Oak Lawn, on the dates of August 4 - August 6, 2026, as recommended by the Town of Oak Lawn, 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.
- Veterans of Foreign Wars for the temporary on-sale of liquor at the Crow Wing County Fairgrounds, Town of Oak Lawn, on the dates of August 7 - August 8, 2026, as recommended by the Town of Oak Lawn, 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.

6.6 Donations to Veterans Van Fund

Accepted the donations of $1,000.00 from John Gavin and $1,000.00 from Dale and Linda Bartel to the Crow Wing County Veterans Van Fund.

6.7 Tax Forfeited Apportionment

Approved Resolution **2026-22** (attached): Tax Forfeited Apportionment

6.8 Transfer Ditch 13 Funds to Highway Fund

Approved a transfer of funds in the amount of $3,361.57 for labor, equipment, and other costs incurred for 2025 from the Ditch 13 Fund to the Highway Fund.

6.9 Application for Cancellation of Forfeiture

Approved Resolution **2026-23** (attached): Application for Cancellation of Forfeiture

6.10 Right-of-Way for the County Road (CR) 109

Authorized the County Board Chair and Administrative Services Director to sign a permanent easement from tax forfeited property.

6.11 County State Aid Highway (CSAH) 11 Traffic and Eagle View Elementary Site Circulation Study

Authorized the County Board Chair to sign the Study, adopting the findings and recommendations.

6.12 Award Contract for Contract No. 26008 for Projects CP 18-200-140 and CP 18-300-48

Authorized entering into a contract between Asphalt Surface Technologies Corporation and Crow Wing County in the amount of $664,146.77 for Projects CP 18-200-140 and CP 18-300-48 (2026 Bituminous Seal Coat on CSAH 36, CR 142, and roads in the First Assessment District (FAD), City of Lake Shore, City of Crosslake, Fairfield Township, & Ross Lake Township) and authorized the Chair of the County Board and County Administrator to sign said contract subject to review by the County Attorney.

7. **Unorganized Territory**

7.1 Second Assessment First Responder Coverage

Approved first responder coverage of the Second Assessment District area be provided by Ross Lake First Responders.

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

7.2 2027 Fire Assessment Calculations

7.3 Transfer First Assessment District (FAD) Funds to Highway Fund

Approved a transfer of funds in the amount of $130,587.27 for administration, construction, and maintenance costs incurred for 2025 from the FAD Fund to the Highway Fund.

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

7.4 Transfer Second Assessment District (SAD) Funds to Highway Fund

Approved a transfer of funds in the amount of $7,687.46 for administration, construction, and maintenance costs incurred for 2025 from the SAD Fund to the Highway Fund.

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

7.5 Brainerd Orderly Annexation

Denied the adoption of a resolution supporting the Brainerd Orderly Annexation approved by the Brainerd City Council on March 2nd, 2026.

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

8. **County Sheriff**

9. **County Attorney**

10. **County Administrator**

10.1 Senior Management Team Report

County Administrator Deborah Erickson provided an update on behalf of the Senior Management Team.

11. Closed Session

11.1 Labor Negotiation Strategy pursuant to MS 13D.03, Subd 1(b)

Entered Closed Session at 10:27 PM.

Present for the closed session for Labor Negotiation Strategy were Commissioners Koering (remote), Lubke, Franzen and Lee, County Administrator Deborah Erickson, Administrative Coordinator Amber Berent, Human Resources Manager Amy Fischer, Human Resources Generalist Krista Hesse, Chief Deputy Andy Bradley, Captain Adam Kronstedt.

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

Adjourned Closed Session at 10:44 PM.

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

12. **Human Resources**

12.1 Authorized entering in a Labor Agreement between Crow Wing County and Law Enforcement Labor Services, Inc. Local #14 representing Deputies effective January 1, 2026,through December 31, 2028, and the Chair, Human Resources Manager, and County Administrator are authorized to sign said agreement.

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

13. **Additional Business**

14. **Adjournment**

Adjourned at 10:51 AM.

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

_____
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: March 24, 2026 **Resolution: 2026-22**
OFFERED BY COMMISSIONERS: Koering and Lubke
AYES: Koering, Lubke, Barrows, Franzen, Lee;

APPORTIONMENT OF 2025 TAX FORFEITED SURPLUS REVENUES

BE IT RESOLVED by the Board of Commissioners of Crow Wing County, Minnesota, in accordance with Minnesota Statute 282.08, (4)(ii), that $19,369.02 of the net proceeds of the Tax Forfeited Fund as of December 31, 2025, be apportioned for the acquisition and maintenance of county parks or recreational areas.

BE IT FURTHER RESOLVED that in accordance with Chapter 448, 1971 Regular Session Laws, $29,053.53 be apportioned for the Building Fund.

BE IT FURTHER RESOLVED the remaining $48,422.54 shall be apportioned pursuant to Minnesota Statute 282.08, (4)(iii).

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 March 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 14th day of April 2026.

_____

DEBORAH A. ERICKSON
COUNTY ADMINISTRATOR

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

DATE: March 24, 2026 **Resolution: 2026-23**
OFFERED BY COMMISSIONERS: Koering and Lubke
AYES: Koering, Lubke, Barrows, Franzen, Lee;

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 March 18, 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 March 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 14th day of April 2026.

_____

DEBORAH A. ERICKSON
COUNTY ADMINISTRATOR

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Administration	Amber Berent
ORIGINATING DEPARTMENT	PRESENTER

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

PREVIOUS ACTION:
03/10/2026 - Approved the minutes of the 02/24/2026 regular County Board meeting.

COMMENTS:
Attendance of those present during the closed session of the meeting was not noted.

The minutes have been updated to state:

- Present for the closed session for the performance review for the Veterans Service Officer were all County Board members and Veterans Service Officer Erik Flowers.
- Present for the closed session for the performance review of the County Administrator were all County Board members and County Administrator Deborah Erickson.
- Human Resources Manager Amy Fischer was present for the summaries of the reviews.

RECOMMENDED BOARD ACTION:
Approve the amended minutes of the February 24th, 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 (a)

Present for the closed session for the performance review for the Veterans Service Officer were all County Board members and Veterans Service Officer Erik Flowers.

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

Present for the closed session for the performance review of the County Administrator were all County were all County Board members and County Administrator Deborah Erickson.

Human Resources Manager Amy Fischer was present for the summaries of the reviews.

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

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Human Resources	Amy Fischer
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Personnel Actions

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
Approve the Human Resource Report for Personnel Actions dated April 14, 2026, as on file.

Approximate length of presentation:

Human Resource Report
Personnel Actions
April 14, 2026

Hires

Name: Abigail Schneider
Classification Title: Health Technician (PT)
Department: Sheriff's Office, Jail
Start Date: March 23, 2026
Reason for Vacancy: Departure of Ariel Mohs March 31, 2026

Name: Connor Herbranson
Classification Title: Probation Agent
Department: Community Services
Start Date: April 2, 2026
Reason for Vacancy: Movement of Brooklyn Pagel February 14, 2026

Name: Matthew Carlson
Classification Title: Social Worker
Department: Community Services
Start Date: April 20, 2026
Reason for Vacancy: Movement of Chelsey Barnhardt October 27, 2025

Name: Ceclia Beckler
Classification Title: Correctional Officer
Department: Sheriff's Office – Jail
Start Date: April 20, 2026
Reason for Vacancy: Departure of Cole Jackels February 13, 2026

Name: Lauren Sexton
Classification Title: Financial Worker
Department: Community Services
Start Date: April 20, 2026
Reason for Vacancy: Promotion of Emily Nordlie February 28, 2026

Name: Cole Lewison
Classification Title: Engineering Technician
Department: Highway
Start Date: April 27, 2026
Reason for Vacancy: Departure of Brian Winskowski February 13, 2026

Promotions/Movement

Name: Emily Nordlie
Classification Title: Financial Assistance Specialist
Department: Community Services
Start Date: March 28, 2026
Reason for Vacancy: Promotion of Andrea Gunter February 28, 2026

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Facilities	Kurt Wilczek, Facilities Manager
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Crow Wing County Lease Agreement with the Mississippi Headwaters Board

PREVIOUS ACTION:
Previous agreement in 2011 & 2013.

COMMENTS:
This agreement is an update to the current agreement.

RECOMMENDED BOARD ACTION:
Recommended action is to approve the in-kind lease agreement between Crow Wing County and Mississippi Headwaters Board.

Approximate length of presentation: 0

Crow Wing County Lease Agreement
With
Mississippi Headwaters Board

This agreement is made by and between Crow Wing County as Lessor, hereinafter known as CWC, and Mississippi Headwaters Board as Lessee, hereinafter known as MHB.

PREMISES: MHB does hereby rent from CWC a total of approximately 153 square feet of useable finished space on the third level of the Historic Courthouse building located at 326 Laurel Street, Brainerd, Minnesota 56401 to be used as their office space.

The lease will also include shared use of restrooms, break rooms, public areas and custodial services. MHB will also have access to meeting room space in shared CWC areas when not in use for CWC business.

RENT: The cost of renting the 153 square feet in the Historic Courthouse is $204 per month, which includes utilities. However, CWC hereby agrees to forego collecting the rental amount, instead considering it an in-kind contribution to MHB for the advancement of their mission to protect the Headwaters of the Mississippi River.

USE OF PREMISES: MHB will use the identified leased space as office space and shall not engage in activities unrelated to their business on leased premises

TERM & RENEWAL: The term of this lease is twenty-four months commencing on April 1, 2026, and will automatically renew, upon the same terms and conditions, for consecutive twelve-month periods, unless notice is given by either Party of its intent not to renew at least sixty days prior to any said renewal date. The lease may be terminated by either party with or without cause with a sixty day written notice.

PERSONAL PROPERTY RISK: All the personal property in or about the leased premises belonging to or placed there by MHB or its occupants or visitors, shall be there at the sole risk of MHB or such other person only, and CWC shall not be liable for theft or misappropriation thereof, nor for any loss or damage due to building or any appurtenance thereof becoming out of repair, or due to the happening of any accident in or about the leased premises including destruction by fire.

INDEMNITY: CWC shall indemnify and hold MHB harmless for any and all claims, demands and damages incurred by MHB which directly or indirectly result from, or arise in connection with, any negligent act or omission of CWC, its agents, or employees, pertaining to its activities and obligations under this Lease. Likewise, MHB shall indemnify and hold CWC harmless for any and all claims, demands and damages incurred by CWC which directly or indirectly result from, or arise in connection with, any negligent act or omission of MHB, its agents, or employees, pertaining to its activities and obligations under this Lease.

ASSIGNMENT OR SUBLETTING: MHB shall not assign or in any manner transfer this Lease or any interest therein, nor sublet the premised or any parts thereof nor permit occupancy by anyone with, through or under it without the prior written consent of CWC.

WAIVER OF COVENANTS: The failure of CWC to insist in any one or more instances upon performance of any of the terms, covenants or conditions of this Lease shall not be construed as a waiver or relinquishment of the future performance of any such term, covenant or condition.

DUTIES OF CWC: CWC shall furnish and provide the following package of standard services for the use of MHB to include the following:

- Electric current;
- Existing light fixtures, base plugs, wiring;
- Hot and cold running water;
- Maintenance and repair of building, including (without limitation) foundations, walls, floors, stairways, roof and exterior portions thereof, and building-related equipment, including all electrical, gas, water, central heating, air conditioning and plumbing equipment and appliances and any other equipment and appliances furnished by CWC under this Lease;
- Cleaning and supplying of all restrooms;
- Grounds maintenance;
- Unreserved parking spaces in designated surface parking lots;
- Trash removal and a bin for the storage of trash until its removal, including removal of trash at least once per week;
- Scheduled routine carpet shampooing and waxing of floors;
- General cleaning in all common areas;

DUTIES OF MHB: MHB shall furnish during the term of this lease the following:

- Telephone base service rate and long distance charge;
- Lessee further agrees to maintain the leased premises in a reasonably clean and sanitary condition;
- Necessary furniture and business equipment;
- Any modifications of the occupied space must have CWC written approval;
- Cleaning of personal desk areas;
- Signage identifying their business and must have CWC's approval;

INSURANCE AND LIABILITY: Damages attributable to MHB, its employees or lessees will be considered MHB's responsibility.

Damages not attributable to MHB, its employees or clients or sub lessees will be considered CWC's responsibility.

MHB shall insure for liability and property damage attributable to MHB in the amount of liability and property damage exposure provided in MN Statute 466.04 subdivision (1). CWC shall be listed as an additional insured on this insurance policy.

CWC shall insure the building, and any leasehold improvements installed by CWC at its expense, during the term of this Lease against loss or damage by fire or any of the casualties covered by the standard coverage document provided by the MN Counties Insurance Trust in an amount at least equal to the insurable value of the building minus deductibles.

DISPUTE RESOLUTION: Should disagreement or disputes arise concerning the terms of this Lease, both CWC and MHB hereby agree to submit the disagreement/dispute to the Bureau of the Mediation Service (BMS) for resolution.

DAMAGE BY FIRE OR OTHER CASUALTY: If, during the term of this Lease Agreement, the building shall be damaged or destroyed by fire or other casualty so that the leased premised shall thereby be rendered unfit for use or occupation, CWC shall have the option, at its sole and absolute discretion, to either:

1.) Repair such damage and restore the premises to substantially the condition immediately prior to such event; and until said premises shall have been duly repaired and restored, a proportionate share of the rent due hereunder shall be abated according to the nature and extent of the damage which has been sustained. Or,
2.) Terminate this Lease Agreement and end the term hereof, in which case the Rent shall be paid to the date of such fire or other causality, and all further obligations on part of either party shall cease.

MHB agrees that it will not use, or allow to be used, the leased premises for any activity that would be in violation of any federal, state or local laws.

ACCEPTANCE AND POSSESSION: MHB acceptance of the lease premises is contingent upon an inspection by MHB showing that the leased premises are ready for MHB's occupancy.

Mississippi Headwaters Board

_____ _____
Michael Kearney, Chair Date

Crow Wing County

_____ _____
Rosemary R. Franzen, Chair Date

ATTEST:

_____ _____
Deborah A. Erickson, County Administrator Date

Approved as to execution

_____day of _____, _____
Kelsey A. Hopps, County Attorney

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

DATE:4/14/2026 **Resolution:**
OFFERED BY COMMISSIONERS: and
AYES: NAYS:

RESOLUTION: CROW WING COUNTY AND MISSISSIPPI HEADWATERS BOARD LEASE AGREEMENT

WHEREAS, The Mississippi Headwaters Board established by the counties of Clearwater, Hubbard, Beltrami, Cass, Itasca, Aitkin, Crow Wing, and Morrison by agreement entered into on February 22, 1980, pursuant to section 471.59, is established as a permanent board with authority to prepare, adopt, and implement a comprehensive land use plan designed to protect and enhance the Mississippi River and related shoreland areas situated within the counties, and

WHEREAS, Crow Wing County provides office space and associated facilities for the Mississippi Headwaters Board Executive Director, and

WHEREAS, an in-kind lease agreement has been updated, and

WHEREAS, the lease terms are for twenty-four (24) months, with a twelve (12) month renewal, and

WHEREAS, the Board Chair of each entity will review and sign the in-kind lease agreement.

NOW, THEREFORE, BE IT RESOLVED BY THE CROW WING COUNTY BOARD OF COMMISSIONERS: Approval of the in-kind lease agreement between Crow Wing County and the Mississippi Headwaters Board and authorize the Crow Wing County Board Chair to sign said 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 < >, 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, April 14, 2026

Admin Services	Jory Danielson
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Exempt Gambling Permit - Turn-In Poachers Inc.

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
To support the Minnesota Lawful Gambling Application for Exempt Permits for Turn-In Poachers Inc. to be held on the date of June 6, 2026, at Crow Wing County Fairgrounds/Brainerd Curling Club, Town of Oak Lawn subject to all State Laws and upon approval of said dates, the applicants submitting a copy of reports required by the State.

Approximate length of presentation:

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Admin Services	Jory Danielson
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Exempt Gambling Permit - One Family One Cause

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
To support the Minnesota Lawful Gambling Application for an Exempt Permit for One Family One Cause to be held on the dates of June 27, 2026, at the North Central Speedway, Crow Wing Township, subject to all State Laws and upon approval of said dates, the applicant submitting a copy of reports required by the State.

Approximate length of presentation:

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Community Services	Krista Jones
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Out-of-state travel for training/conference

PREVIOUS ACTION:
No previous action

COMMENTS:
Purpose of Trip
Participation in the Institute for Coordinated Community Response (ICCR) annual cohort activities and attendance at the 2026 Conference on Crimes Against Women. Participation includes required cohort meetings and training sessions focused on improving coordinated community responses to domestic violence and enhancing victim-centered system practices.

Destination
Sheraton Dallas Hotel
400 Olive St
Dallas, TX 75201

Dates
May 16–22, 2026 (Travel 5/16, ICCR cohort meetings on May 17; conference May 18–21, Return Travel 5/22)

Transportation and Estimated Cost
Air travel to and from Dallas – covered by ICCR

Lodging, Meals, and Incidental Costs
Lodging and related conference travel expenses – covered by ICCR
Meals – Estimated maximum based on policy and dates = $336 each or $672 total

Total Estimated Cost to Crow Wing County
$672 (for meal expenses only - travel and lodging funded by ICCR)

RECOMMENDED BOARD ACTION:
Approval of out of state travel for two Correction's staff to attend the 2026 Conference on Crimes Against Women. Crow Wing County was selected to participate in the Institute for Coordinated Community Response (ICCR) yearly cohort, which focuses on strengthening coordinated community responses to domestic violence. As part of the cohort, member counties attend the Conference with ICCR covering the conference registration, lodging and travel expenses associated with this conference.

The Conference is being held May 18–21, 2026 at the Sheraton Dallas Hotel in Dallas, Texas. In addition, participation in ICCR cohort meetings on May 17, 2026 is required as part of this opportunity. The maximum cost for the two staff to attend would total $672 for meals. All other expenses are covered by the Institute of Coordinated Community Response. The travel dates would be May 16 - May 22, 2026.

Approximate length of presentation:

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Community Services	Kara Terry
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Overdose Fatality Response Team Grant

PREVIOUS ACTION:

COMMENTS:
Crow Wing County Community Services (CWCCS) has been selected to receive a grant in the amount of $20,000 to identify trends, emerging substances, and risk factors in the community related to substances. In addition, this grant will help CWCCS identify missed opportunities for intervention, such as follow up care, treatment referrals, etc. CWCCS will convene a countywide overdose fatality response team (OFRT) made up of county staff, local law enforcement, treatment providers, community members, first responders, medical, and policy makers. With guidance from MDH, the OFRT will conduct at least 6 OFRs that include review of fatalities associated with drug overdose. This review will help identify gaps in service and/or additional opportunities to support those struggling with addiction.

RECOMMENDED BOARD ACTION:
Approve Crow Wing County Community Services Director to sign the Overdose Fatality Response Team Grant.

Approximate length of presentation: 5 minutes

Minnesota Department of Health
Grant Project Agreement Cover Sheet

You have received a Grant Project Agreement from the Minnesota Department of Health (MDH). Information about the Grant Project Agreement, including funding details, are included below. Contact your MDH Grant Manager if you have questions about this Cover Sheet.

Attachment: Grant Project Agreement
Contact for MDH: Randi Callahan, 651-201-4282, randi.callahan@state.mn.us

CHB SWIFT Information	Grant Project Agreement Information	Program & Funding Information
Name of CHB: (as it appears in SWIFT): Crow Wing County Community Health Board	**SWIFT Contract Number:** FM will insert grant number	**MDH Program Name:** Drug Overdose Prevention
SWIFT Vendor Number: 0000197288 **SWIFT Vendor Location Code:** 007	**Effective Date:** April 6, 2026, OR the date all signatures are collected, and the agreement is fully executed, whichever is later. **Expiration Date:** October 8, 2027	**Total State Grant Funds:** $0 **Total Federal Grant Funds:** $20,000 **Total Grant Funds *(all funds)*:** $0

Minnesota Department of Health

Grant Project Agreement

This Grant Project Agreement, and amendments and supplements, is between the State of Minnesota, acting through its Commissioner of Health ("MDH") and Crow Wing County Community Health Board, an independent organization, not an employee of the State of Minnesota, address PO Box 686, Brainerd MN 56401 ("Grantee").

Recitals

1. MDH is empowered to enter into this Grant Project Agreement under Minn. Stat. §§ 144.05, 144.0742.
2. MDH and Grantee have entered into Master Grant Agreement number 12-700-00067 ("Master Grant Agreement") effective January 1, 2025 or subsequent Master Grant Agreements and amendments and supplements thereto;
3. The vision of MDH is for health equity in Minnesota, where all communities are thriving and all people have what they need to be healthy. Health equity is achieved when every person has the opportunity to attain their health potential. Grantee agrees, where applicable, to perform its work with advancing health equity as a goal.
4. Grantee represents that it is duly qualified and will perform the activities according to the terms of this Grant Project Agreement.

Grant Project Agreement

1. **Incorporation of Master Grant Agreement**
   All terms and conditions of the Master Grant Agreement are hereby incorporated by reference into this Grant Project Agreement.

2. **Term of Agreement**

   2.1. ***Effective date***
   April 6, 2026, or the date MDH obtains all required signatures under Minn. Stat. § 16B.98, subd. 5, whichever is later. Per Minn. Stat. § 16B.98, subd. 7, no payments will be made to the Grantee until this Grant Project Agreement is fully executed. Grantee must not begin work until this Grant Project Agreement is fully executed and MDH's Authorized Representative has notified Grantee that work may commence. No costs may be incurred prior to the Grant Project Agreement being fully executed.

   2.2. ***Expiration date***

October 8, 2027, or until all obligations have been fulfilled to the satisfaction of MDH, whichever occurs first, except for the requirements specified in this Grant Project Agreement with completion dates which extend beyond the termination date specified in this sentence.

3. **Activities**

3.1. ***MDH's Activities***

MDH activities, in accordance with the Minnesota Department of Administration's Office of Grants Management's policies and federal regulations, may include but are not limited to financial reconciliations, site visits, programmatic monitoring of activities performed, and grant activity evaluation.

3.2. ***Grantee's Activities***

Grantee, who is not a state employee, shall conduct the activities specified in Exhibit A, which is attached and incorporated into this Grant Project Agreement.

4. **Award and Payment**

MDH will award funds to Grantee for all activities performed in accordance with this Grant Project Agreement.

4.1. ***Grant Award***

Reimbursement will be in accordance with the agreed-upon budget contained in Exhibit B, which is attached and incorporated into this Grant Project Agreement.

4.2. ***Administrative Costs.***

Grantee agrees that administrative costs must be necessary and reasonable as a condition of this Grant Project Agreement pursuant to Minn. Stat. § 16B.98, subd 1. Administrative costs will be reimbursed in accordance with the agreed upon budget.

4.3. ***Budget Modifications***

Grantee may modify any line item in the most recently agreed-upon budget by up to 10 percent without prior written approval from MDH. Grantee must notify MDH of any modifications up to 10 percent in writing no later than the next invoice. Grantee must obtain prior written approval from MDH for line-item modifications greater than 10 percent. Grantee's failure to obtain MDH's prior approval may result in denial of modification request, loss of funds, or both. The total obligation of MDH for all compensation and reimbursements to Grantee shall not exceed the total obligation listed under "Total Obligation."

4.4. ***Total Obligation***

The total obligation of MDH for all compensation and reimbursements to Grantee under this Grant Project Agreement will not exceed 20,000.

4.5. ***Terms of Payment***

4.5.1. ***Invoices***

MDH will promptly pay Grantee after Grantee presents an itemized invoice for the activities actually performed and MDH's Authorized Representative accepts the invoiced

activities. Invoices must be submitted at least quarterly or according to a schedule agreed upon by the Parties. The final invoice is due 30 calendar days after the expiration date of the Grant Project Agreement.

4.5.2. ***Federal Funds***

Payments under this Grant Project Agreement will be made, in whole, or in part, from federal funds obtained by MDH through the award(s) listed in Exhibit C, including public law and all amendments. Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by the Grantee's failure to comply with federal requirements.

5. **Conditions of Payment**

All activities performed by Grantee pursuant to this Grant Project Agreement must be performed in accordance with the terms of this Grant Project Agreement, as determined in the sole discretion of MDH's Authorized Representative. Furthermore, all activities performed by Grantee must be in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. Applicable state laws include, but are not limited to, the Minnesota Human Rights Act (Minn. Stat. ch. 363A) which prohibits discrimination on the basis of race, color, creed, religion, national origin, sex, gender, identity, sexual orientation, age, marital status, public assistance status, familial status, and disability. MDH will not pay Grantee for work that MDH determines is noncompliant with the terms and conditions of this Grant Project Agreement or performed in violation of federal, state, or local law, ordinance, rule, or regulation.

6. **Requirements for Other Legal Agreements**

6.1. Grantee must utilize a formal legal agreement if it engages with another party to carry out a portion of the activities listed in this Grant Project Agreement. Grantee must provide timely notice to MDH of any such agreement prior to the other party/ies performing work under this Grant Project Agreement. Such notice must include the name of the other party; description of the activities to be performed; dates activities will be performed; and the total budget.

6.2. Grantee must monitor the activities of the other party/ies to ensure funds are used for authorized purposes; is in compliance with the terms and conditions of the legal agreement, Minn. Stat. § 16B.97, subd. 4(a)(1), and other relevant statutes and regulations; and that performance goals are achieved.

6.3. If MDH becomes aware of unsatisfactory performance and or noncompliance, MDH reserves the right to require Grantee to terminate the legal agreement with the other party.

6.4. No legal agreement with any other party shall terminate or in any way affect the legal responsibility of the Grantee to MDH for timely and satisfactory performance of the Grant Project Agreement.

6.5. Grantee and the other party must not enter into a legal agreement with vendors who are suspended or debarred by the State of Minnesota or the federal government. The list of debarred vendors in Minnesota is available at: Suspended/Debarred Vendors (https://mn.gov/admin/osp/government/suspended-debarred/). The list of suspended and debarred entities by the federal government is available at www.sam.gov.

7. **Authorized Representatives**

7.1. ***MDH's Authorized Representative***

MDH's Authorized Representative for purposes of administering this Grant Project Agreement is Randi Callahan, Overdose Prevention Coordinator,625 Robert St. N, St. Paul, MN 55155, 651-201-4285, and randi.callahan@state.mn.us, or their successor, and has the responsibility to monitor Grantee's performance and the final authority to accept the activities performed under this Grant Project Agreement. If the activities performed are satisfactory, MDH's Authorized Representative will certify acceptance on each invoice submitted for payment.

7.2. ***Grantee's Authorized Representative***

Grantee's Authorized Representative is Kara Terry, CHS Administrator, PO Box 686 Brainerd, MN 56401, 218-824-1080, and kara.terry@crowwing.us, or their successor. Grantee's Authorized Representative has full authority to represent Grantee in fulfillment of the terms, conditions, and requirements of this agreement. If Grantee selects a new Authorized Representative at any time during this Grant Project Agreement, Grantee must immediately notify MDH's Authorized Representative.

8. **Ownership of Equipment and Supplies**

8.1. ***Equipment***

"Equipment" is defined as tangible personal property having a useful life of more than one year and a per-unit acquisition cost which equals or exceeds $10,000. MDH shall have the right to require transfer of all Equipment purchased with grant funds (including title) to MDH or to an eligible non-State party named by MDH. MDH may require the transfer of Equipment if the grant program is transferred to another grantee. At the end of this Grant Project Agreement, Grantee must contact MDH's Authorized Representative for further instruction regarding the disposition of Equipment.

8.2. ***Supplies***

"Supplies" is defined as all tangible personal property other than those described in the definition of Equipment. Grantee must notify MDH's Authorized Representative regarding any remaining Supplies with an aggregate market value of $10,000 or more for further instruction regarding the disposition of those Supplies. For the purpose of this section, Supplies includes but is not limited to computers and incentives.

9. **Publicity**

Any publicity given to the program, publications, or activities performed resulting from this Grant Project Agreement, including but not limited to, websites, social media platforms, notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for Grantee or its employees individually or jointly with others, or any subgrantees, must identify MDH as the sponsoring agency. If publicity is not specifically authorized under this Grant Project Agreement, Grantee must obtain prior written approval from MDH's Authorized Representative. As federal funding is being used for this grant project agreement, the federal program must also be recognized.

10. **Clerical Error**

Notwithstanding Clause "Assignment, Amendments, Waiver, and Grant Agreement Complete" of the Master Grant Agreement, MDH reserves the right to unilaterally fix clerical errors, defined as misspellings, minor grammatical or typographical mistakes or omissions, that do not have a substantive impact on the terms of the Grant Project Agreement without executing an amendment. MDH must inform Grantee of clerical errors that have been fixed pursuant to this paragraph within a reasonable period of time.

11. **Incentives**

When included in the approved Work Plan or Budget, the following language applies.

11.1. ***Handling of Incentives***

Grantee is required to have policies and procedures in place addressing the purchasing, security, distribution, and asset tracking of incentives. All grantee staff involved in the purchase, distribution, security, and reconciling of incentives must be trained on the grantee's policies and procedures prior to the grantee placing any order for incentives. Those policies and procedures must, at a minimum, include the provisions outlined in this section.

11.2. ***Separation of duties***

More than one Grantee staff person must be involved in the management and handling of the incentives. The Grantee staff who authorizes the purchase of incentives must not have sole physical access to the incentives. The Grantee staff who will have physical access to the incentives cannot have sole access to modify the incentives records. Handoff of incentive from one person to another must be documented.

11.3. ***Distribution of Incentives***

Incentives may only be used for approved purposes by MDH.

a) Only one incentive can be given to an individual per occurrence/event.

b) Undistributed incentives must always be kept in a secure location. Incentive instruments must never be stored in any personal homes, they must always be securely stored in the grantee's business space.

c) Grantee will purchase and have on hand no more than three months' worth of incentives at any given time. The three months' worth must be based off the most currently approved workplan. All incentives must be distributed prior to grantee purchasing additional incentives.

d) Grantee will be responsible for the costs of any incentives that remain undistributed at the end of the Grant Project Agreement.

e) If MDH provided the grantee with the incentives, the return of undistributed incentives to MDH must occur in person with MDH's Authorized Representative within 30 calendar days of the grant expiration date. If in-person return is not possible, the grantee must return undistributed incentives via courier or via US Mail that requires signatures and a tracking number within 30 calendar days of the grant expiration date.

f) The tracking log must be returned separately from the physical cards. Electronic return is the preferred method for the tracking log.

11.4. ***Incentive tracking documentation***

The tracking documentation the Grantee is required to maintain must not contain any private data. The tracking system must record the following:

a) Number of incentives on hand, including starting balance and any additional incentives purchased;
b) Description of the incentives;
c) Quantity of incentive(s) distributed to each participant;
d) The last four digits of any pre-paid card number;
e) Value/amount;
f) A unique non-identifiable data point for each participant (e.g. case number, file number);
g) Date participant received incentive(s); and
h) Signature of Grantee staff member providing incentive(s) to participant(s).

11.5. ***Reconciliation***

At least two different Grantee staff must reconcile the incentives at least quarterly. The Grantee staff conducting the reconciliation must not also be the handlers of the incentives. The reconciliation must include the dates and signature of the two people who perform the reconciliation. Grantee must submit the reconciliation documentation to MDH's Authorized Representative no less than two weeks after each reconciliation.

11.6. ***Subcontracting/Subgranting***

The Grantee must communicate and verify that their subcontracts/subgrants will only use incentives for MDH approved purposes. The Grantee will be responsible for monitoring, oversight, and reconciliation of any incentives that its subcontractors or subgrantees purchase and distribute and will include this same language in any of its subgrants or subcontracts that it enters as part of its work for MDH.

11.7. ***Lost or stolen incentives***

The Grantee bears all financial responsibility for any unaccounted for, lost, or stolen incentives.

11.8. ***Invoicing***

If the Grantee purchased the incentives themselves, the Grantee must only invoice MDH for the incentives after they've been distributed.

11.9. ***Failure to Comply***

For grantees who do not have effective written policies and procedures in place before purchasing incentives, MDH reserves the right to withhold payment and or request reimbursement in the amount equal to the unallowable costs. Withheld payments will be released when the grantee provides documentation to MDH that it has written effective policies and procedures in place. Grantees who do not comply with this requirement may be subject to increased monitoring and will be offered technical assistance. MDH also reserves the right to terminate a Grant Project Agreement for failure to comply with these requirements.

12. **Suspension for Insufficient Funding**

In the event of temporary lack of funding or appropriation, MDH may suspend its obligations under this Grant Project Agreement without terminating it. This suspension will be for the duration of the lack of funding or appropriation and shall not be considered a termination of the Grant Project Agreement. MDH will not be assessed any penalty if the Grant Project Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

12.1. Grantee will be notified in writing of the temporary suspension, and Grantee's ability to perform under the Grant Project Agreement will be suspended during this period. MDH will provide reasonable notice to Grantee of the lack of funding or appropriation and shall notify Grantee once funding is restored or appropriated, and at MDH's discretion, performance under the Grant Project Agreement may resume.

12.2. MDH may convert the suspension for insufficient funding to termination under clause 14.3. upon written notice to Grantee.

12.3. Grantee may reject MDH's suspension for insufficient funding by written response to the notice of suspension. If Grantee rejects suspension, the notice of suspension shall be effective as a notice of termination under clause 14.3 with the same effective date as was provided for the suspension.

13. **Termination**

13.1. ***Termination by MDH or Grantee***

MDH or Grantee may terminate this Grant Project Agreement without cause, with at least 21 calendar days' written notice (i.e., by mail, email, or both) to the other party. Upon termination, Grantee will be entitled to payment, determined on a pro rata basis, for activities satisfactorily performed.

13.2. ***Termination for Cause***

MDH may immediately terminate this Grant Project Agreement if MDH finds there has been a failure to comply with the provisions of this Grant Project Agreement, that timely progress has not been made, or that the purposes for which the funds were granted have not been or will not be fulfilled. MDH may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

13.3. ***Termination for Insufficient Funding***

MDH may immediately terminate this Grant Project Agreement if it does not obtain funding from the Minnesota Legislature or other funding sources; or if funding cannot be continued at a level sufficient to allow for the payment of the work scope covered in this Grant Project Agreement. Termination must be by written notice to Grantee; i.e., mail, email, or both. MDH is not obligated to pay for any work performed after notice and effective date of the termination. However, Grantee will be entitled to payment, determined on a pro rata basis, for activities satisfactorily performed to the extent that funds are available. MDH will not be assessed any penalty if this Grant Project Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. MDH must

provide Grantee notice of the lack of funding within a reasonable time of MDH receiving notice of the same.

13.4. ***Termination by Commissioner of Administration***
The Commissioner of Administration may immediately and unilaterally terminate this Grant Project Agreement if further performance under the agreement would not serve MDH's purposes or performance under this Grant Project Agreement is not in the best interests of the State of Minnesota.

Exhibits

The following Exhibits are attached and incorporated into this Grant Project Agreement. In the event of a conflict between the terms of this Grant Project Agreement and its Exhibits, or between Exhibits, the order of precedence is first the Grant Project Agreement, and then in the following order:

1. Exhibit A – Grantee's Activities / Scope of Work
2. Exhibit B – Grantee's Budget
3. Exhibit C – Federal Funds

[Signatures on following page]

APPROVED:

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signature: _____

SWIFT Contract & Initial PO: _____

2. Grantee

Grantee certifies that the appropriate persons(s) have executed the Grant Project Agreement on behalf of Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signature: _____ Signature: _____

Title: _____ Title: _____

Date: _____ Date: _____

Signature: _____ Signature: _____

Title: _____ Title: _____

Date: _____ Date: _____

3. Minnesota Department of Health

Grant agreement approval and certification that State funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signature:
(with delegated authority) _____

Title: _____

Date: _____

Distribution:
All parties on the DocuSign envelope will receive a copy of the fully executed Grant Project Agreement.

Exhibit A – Grantee's Activities / Scope of Work

Grantee is expected to perform the following activities. Modifications to Exhibit A must be discussed with MDH. MDH will communicate, in writing, with Grantee as to whether modifications are approved or require a formal grant amendment.

Activity/Work Plan	Responsible Position	Completion Date
Recruit organizations, clarify expectations, roles, and outline data sharing agreements.	Public Health Director	By May 1, 2026
Develop review plan with help from MDH. Ensure all OFR team members are aware of the review plan.	Public Health Director	18-month grant period, with initial review plan by June 1, 2026
• Analyze individual, systemic, and community-level factors contributing to each fatality. • Collect and Integrate Multisector Data: • Gather information from public health surveillance, law enforcement, EMS, medical examiner reports, health care records, treatment providers, and social services. • Ensure inclusion of demographic, geographic, and equity-related data to inform recommendations. • Engage Multidisciplinary Partners: • Convene the OFR team, including public health, health care, law enforcement, EMS, behavioral health, social services, community-based organizations, and individuals with lived/living experience. • Facilitate discussions to identify systemic gaps and best practices. • Identify Gaps and Opportunities: • Review patterns, trends, and disparities across cases. • Highlight barriers to prevention, treatment, and recovery supports. • Develop Recommendations: • Translate case review findings into specific, actionable, and prioritized recommendations targeting policy, programmatic, and practice improvements.	Public Health Director	Ongoing

Activity/Work Plan	Responsible Position	Completion Date
• Ensure recommendations are feasible and aligned with partner capacity. • Document and Disseminate Findings: • Prepare OFR summary reports highlighting recommendations, trends, and system-level improvements. • Share reports with partner organizations, leadership, and other stakeholders to support implementation and accountability. • Support Implementation: • Assign responsible parties for each recommendation. • Track progress and outcomes of implemented recommendations. • Adjust strategies as needed based on feedback and emerging trends.		
• Team Convening: Regularly schedule and facilitate OFR team meetings with representatives from all key partner organizations. • Partner Engagement: Identify and recruit multidisciplinary partners, including public health, law enforcement, EMS, health care, social services, community organizations, and individuals with lived/living experience. • Trauma-Informed and Culturally Responsive Practices: Train team members on trauma-informed engagement, equity, and cultural responsiveness to ensure safe and meaningful participation. • Family and Community Involvement: Provide flexible participation options, including advisory roles, one-on-one consultations, and virtual/in-person meetings for families and individuals with lived experience. • Communication and Coordination: Develop clear communication channels and protocols to share findings, track recommendations, and support implementation across partner agencies.	Public Health Director	18-month grant period, with initial review plan by June 1, 2026
Conduct surveys or both committee and community members on both the understanding of and the impact of opioid related overdoses as well as ways to improve systems and policies based on this understanding.	Public Health Director	Ongoing

Activity/Work Plan	Responsible Position	Completion Date
In accordance with Minn. Stat. § 16B.98, subd. 5(d), Grantee must clearly post on Grantee's website the names of, and contact information for, the Grantee's leadership and the employee or other person who directly manages and oversees this Grant Project Agreement on behalf of the Grantee.		
Any digital materials created, and shared outside of the grantee's organization, Grantee is required to comply with State of Minnesota's Digital Accessibility Standard. This requirement flows down to any subcontractors and or any third-party entity the Grantee may utilize and compensate with MDH grant funds. The statewide Standard can be viewed online at Accessibility | Policies & Standards / Minnesota IT Services.		

Grantee is subject to a variety of compliance activities, as outlined below.

Report Type	Reporting Period / Frequency	Due to MDH
Progress Report(s)	January 1st through March 31st April 1st through June 30th July 1st through September 30th October 1st through December 31st	30 calendar days after the end of the reporting period
Invoice(s)	January 1st through March 31st April 1st through June 30th July 1st through September 30th October 1st through December 31st	30 calendar days after the end of the reporting period
Monitoring/On-Site Visit(s)	It is the policy of the State of Minnesota to conduct at least one monitoring visit for all grants over $50,000 and annual monitoring visits on grants offer $250,000. The purpose of the monitoring visit is to review and ensure progress towards the grants goals as well as address any challenges the grantee may be encountering.	MDH will contact Grantee with additional information.
Financial Reconciliation(s)	It is the policy of the State of Minnesota to conduct a financial reconciliation of the grantee's expenditures at least once during the grant period on grants over $50,000, before final payment is made. A financial reconciliation involves reconciling a grantee's	MDH will contact Grantee with

Report Type	Reporting Period / Frequency	Due to MDH
	request for payment for a given period with supporting documents for that request such as purchase orders, receipts, and payroll records.	additional information
Future Work Plan(s) & Budget(s)	Grantee shall submit future Work Plan(s), Budget Summary, and Itemized Budget(s) to MDH on the form and date prescribed by MDH, subject to review and written approval by MDH.	Annually
REDCap Report	Enter OFR data and recommendations into REDCap.	No more than 30 days after each OFR is conducted
Additional Report	Submit progress outcomes related to recommendations identified, indicating if recommendations have been implemented and any barriers related to implementation.	Annually
Final Report	Report highlighting accomplishments, process improvements, and impact of recommendations on overdose prevention efforts.	30 Days After Grant Expiration Date

Exhibit B – Grantee's Budget

The budget shown below is for reference only and is non-binding.

Category	Budget April 2026-September 2027
Salary/Fringe	$18,225
Equipment	$0
Supplies	$0
Travel	$0
Contractual	$0
Other	$0
Subtotal	$18,225
Indirect (if allowed)	$1,775
Total	**$20,000**

Grantee's Indirect Cost Rate for this Grant Project Agreement is as follows. MDH will notify Grantee, in writing, if the rate allowed changes and the effective date of such change.

☒ Grantee does not have a NICRA and is requesting to use the federal de minimis rate

Rate: Up to 15%

Exhibit C – Federal Funds

Payments under this Grant Project Agreement will be made from federal funds obtained by MDH, under the federal award(s) listed below. Grantee is responsible for compliance with all federal requirements imposed on these funds and accepts full financial responsibility for any requirements imposed by Grantee's failure to comply with federal requirements.

Federal Award Information

Grantee Specific Required Information for Federal Funds	
Grantee's Unique Entity Identifier (UEI) Name	CROW WING COUNTY
Grantee's Unique Entity Identifier (UEI) Number	FM9SDDFC6KP6 Grantee is required to ensure UEI registration remains in 'active' status during the life of the grant agreement.

Federal Award Required Information	
Name of Federal Awarding Agency	U.S. Department of Health and Human Services, Centers for Disease Control and Prevention (CDC)
Assistance Listing Name *(formerly Catalog of Federal Domestic Assistance, "CFDA")*	Injury Prevention and Control Research and State and Community Based Programs
Assistance Listing Number	93.136.
Name of Authorizing Act/Law & Year:	Section 311©(1) of the PHS Act of (42 USC§ 243(c)(1)

Federal Award Required Information	
Federal Award Identification Number (FAIN)/ Grantor's Pass-through Number	NU17CE010231
Federal Award Date *(Date MDH received federal grant)*	8/23/2023 Grantee is subject to the federal Uniform Guidance in effect as of this date.
Award for Research and Development?	☐ Yes ☒ No
Project Description	Overdose Data to Action in States (OD2A-S)
Total Amount of Federal Award Received by MDH	$12,672,120
Amount of funding from this federal award MDH is issuing to Grantee	$20,000

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Highway and Engineering	Timothy Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: MnDOT Detour Agreement No.1062427

PREVIOUS ACTION:
None

COMMENTS:

MnDOT is requesting to use CSAH 3, CSAH 25, CSAH 45, CSAH 49 and CR 117 as a detour during roadway construction work on TH 210 in Brainerd and Baxter. Compensation to the County of $78,813.59 will be paid for the use of county roads for the estimated duration of the detour stages.

RECOMMENDED BOARD ACTION:

Authorize the County Engineer to enter into an agreement (No. 1062427) between Crow Wing County and the Minnesota Department of Transportation (MnDOT) for $78,813.59 for use of County State Aid Highway (CSAH) routes 3, 25, 45 and 49 and County Road (CR) 117 as a detour during roadway construction on Trunk Highway (TH) 210 through Brainerd and Baxter.

Approximate length of presentation:

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
AND
CROW WING COUNTY
DETOUR AGREEMENT
For Trunk Highway No. 210 Detour

State Project Number (S.P.): **1805-80**
Trunk Highway Number (T.H.): **210=002**

Original Amount Encumbered
$78,813.59

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and Crow Wing County acting through its Board of Commissioners ("County").

Recitals

1. The State is about to perform grading, milling, bituminous surfacing and lighting construction upon, along, and adjacent to Trunk Highway No. 210 from Baxter Drive to Pine Shores Road in Brainerd under State Project No. 1805-80 (T.H. 210=002); and
2. The State requires a detour to carry T.H. 210 traffic on County State Aid Highway (C.S.A.H.) No. 25, County Road (C.R.) No. 117, County State Aid Highway (C.S.A.H.) No. 49, County State Aid Highway (C.S.A.H.) No. 3 and County State Aid Highway (C.S.A.H.) No. 45 during the construction; and
3. The State is willing to reimburse the County for the road life consumed by the detour as hereinafter set forth; and
4. Minnesota Statutes § 471.59, subdivision 10, § 161.25, and § 161.20, subdivision 2(b), authorize the parties to enter into this Agreement.

Agreement

1. Term of Agreement; Incorporation of Exhibits

1.1. ***Effective Date.*** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.

1.2. ***Expiration Date.*** This Agreement will expire when the State removes all detour signs, returns the temporary Trunk Highway detour to the County, and pays for the detour compensation.

2. Agreement Between the Parties

2.1. ***Detour.***

A. ***Location.*** The State will establish the T.H. 210 detour route on the following County Road(s) as detailed in the project plans or Special Provisions:

South Regional Detour – C.R. 117 and C.S.A.H. 25 for a total distance of 7.01 miles.

North Regional Detour – C.S.A.H. 49 and C.S.A.H. 3 for a total distance of 7.46 miles.

Stage 0 – C.S.A.H. 45 and C.S.A.H. 25 for a total distance of 4.91 miles.

Stage 3C – C.S.A.H. 45 for a total distance of 0.5 miles.

Stage 4 – C.S.A.H. 45 for a total distance of 0.5 miles.

Stage 5 – C.S.A.H. 45 and C.S.A.H. 25 for a total distance of 4.91 miles.

B. ***Modification of the Detour Route.*** The State may modify the detour route or may add additional roadways to the official detour during construction. The State will request concurrence from the County for changes to the detour route. If such change increases the States total payment amount over the maximum obligation in Article 3.2, the Agreement will be amended.

C. ***Axle Loads and Over-Dimension Loads.*** The County will permit 10-ton axle loads on the detour route. Over-dimension loads will not be permitted except in cases of extreme emergency.

D. ***Traffic Control Devices.*** The State may install, maintain, and remove any traffic control devices it considers necessary to properly control the detoured traffic. The State may paint roadway markings, such as the centerline, edge lines, and necessary messages.

E. ***Detour Maintenance.*** The State will perform any necessary bituminous patching and ordinary maintenance on the roadway or shoulder of the County roads used for the detour, at no cost or expense to the County. Bituminous patching is defined as any work, including continuous full width overlays, less than 100 feet in length. All State expenditures beyond those required for bituminous patching and ordinary maintenance will be credited against the road life consumed reimbursement due the County.

F. ***Duration.*** The State will provide the County with advance notice identifying the dates the State intends to place and remove the detour signing.

2.2. ***Basis of State Cost (Road Life Consumed).*** The State will reimburse the County for the road life consumed by the detour using the following methods, as set forth in the Detour Management Study Final Report dated January 1991, and updated by MnDOT's Policy on Cost Participation for Cooperative Construction Projects and Maintenance Responsibilities between MnDOT and Local Units of Government.

A. The "Gas Tax Method" formula, multiplies the Combined Tax Factor per mile times the Average Daily Traffic ("ADT") count of vehicles diverted from the Trunk Highway times the county road length in miles times the duration of the detour in days to determine the State's cost for the road life consumed by the detour. If an ADT changes, the parties will amend the Agreement.

B. The County may, at its option, perform an "Equivalent Overlay Method" analysis. A State-approved firm, at no cost or expense to the State, must perform the testing and analysis. The County will keep records and accounts to verify any claim it might bring against the State for additional costs using the "Equivalent Overlay Method".

3. Payment

3.1. ***For Road Life Consumed.*** **$78,813.59** is the State's estimated cost for the road life consumed by the detour based on the data below:

Stage	Tax Factor	ADT	Road Length (Miles)	Duration (Days)	Cost
South Regional Detour	0.00513	3075	7.01	355	$39,256.26

Stage	Tax Factor	ADT	Road Length (Miles)	Duration (Days)	Cost
North Regional Detour	0.00513	2100	7.46	234	$18,805.78
Stage 0	0.00513	2877	0.50	22	$162.35
Stage 0	0.00513	1229	4.41	22	$611.69
Stage 3C	0.00513	29500	0.50	92	$6,961.41
Stage 4	0.00513	23300	0.50	195	$11,654.08
Stage 5	0.00513	5754	0.50	32	$472.29
Stage 5	0.00513	1229	4.41	32	$889.73

Road Life Consumed Amount: $78,813.59

The State's total payment for the road life consumed by the detour is equal to the amount computed by using the "Gas Tax Method" formula plus any amount determined by using the "Equivalent Overlay Method" analysis that is in excess of twice the "Gas Tax Method" amount.

3.2. ***Maximum Obligation.*** **$200,000.00** is the maximum obligation of the State under this Agreement and must not be exceeded unless the maximum obligation is increased by execution of an amendment to this Agreement.

3.3. ***Conditions of Payment.*** The State will pay the County the State's total road life consumed payment amount after performing the following conditions.

A. Execution of this Agreement and the County's receipt of the executed Agreement.

B. State's encumbrance of the State's total payment amount.

C. State's removal of all detour signs.

D. State notifies the County of the removal of the detour signs, and the number of days the detour was in effect.

E. State's receipt of a written request from the County for payment.

4. Release of Road Restoration Obligations

By accepting the State's road life consumed payment plan and total payment amount, the County releases the State of its obligation, under Minnesota Statutes § 161.25, to restore the county roads used as a T.H. 210 detour to as good of condition as they were before designation as temporary trunk highways.

5. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

5.1. The State's Authorized Representative will be:

Name, Title: Scott Zeidler, Engineering Specialist Senior – Materials (or successor)
Address: 7694 Industrial Park Road, Baxter, MN 56425

Telephone: 218-828-5800
E-Mail: scott.zeidler@state.mn.us

5.2. The County's Authorized Representative will be:

Name, Title: Tim Bray, Crow Wing County Engineer (or successor)
Address: 16589 County Road 142, Brainerd, MN 56401
Telephone: 218-824-1110
E-Mail: tim.bray@crowwing.us

6. Assignment; Amendments; Waiver; Contract Complete

6.1. ***Assignment.*** No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

6.2. ***Amendments.*** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

6.3. ***Waiver.*** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.

6.4. ***Contract Complete.*** This Agreement contains all prior negotiations and agreements between the State and the County. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

7. Liability

The County and State will be responsible for their own acts and omissions, to the extent authorized by law. Minnesota Statutes § 3.736 governs the State's liability. Minnesota Statutes, Chapter 466 governs the liability of the County.

8. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the County's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

9. Government Data Practices

The County and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the County under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the County or the State.

10. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11. Termination; Suspension

11.1. ***By Mutual Agreement.*** This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below.

11.2. ***Termination for Insufficient Funding.*** The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the County. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the County will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if this Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

11.3. ***Suspension.*** In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, performance, and payments authorized through this Agreement. Any work performed during a period of suspension will be considered unauthorized work and will be undertaken at the risk of non-payment.

12. Force Majeure

No party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

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STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT Purchase Order: 3000867235

CROW WING COUNTY

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Approved:

By: _____
(District Engineer)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With Delegated Authority)

Date: _____

INCLUDE COPY OF THE RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

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

RESOLUTION TO ENTER INTO DETOUR AGREEMENT NO. 1062427 WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION (MNDOT)

WHEREAS, the Minnesota Department of Transportation (MnDOT) is requesting to use portions of County State Aid Highway (CSAH) routes 3, 25, 45, 49 and CR 117 as detour routes for Trunk Highway (TH) 210 traffic associated with State Project No. 1805-80, and

WHEREAS, State Project No. 1805-80 is scheduled to begin during the 2026 roadway construction season and involves reconstruction of TH 210 (Washington Street) within Brainerd and Baxter, and

WHEREAS, detouring traffic will help facilitate a more timely and quality construction project for the residents of Crow Wing County, and

WHEREAS, MnDOT will compensate the County for the use of CSAH routes 3, 25, 45, 49 and CR 117 for the sum of $78,813.59 based on the projected levels of traffic, duration of use and length of the proposed detour segments

NOW, THEREFORE BE IT RESOLVED that Crow Wing County agrees to enter into detour agreement No. 1062427 with MnDOT and is willing to accept payment in the sum of $78,813.59 in exchange for use of County routes as a project detour route.

IT IS FURTHER RESOLVED that the County Engineer is authorized to execute Agreement No. **1062427** on behalf of Crow Wing County.

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, April 14, 2026

Highway and Engineering	Timothy Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: MnDOT Detour Agreement No.1062371

PREVIOUS ACTION:

COMMENTS:

MnDOT is requesting to use CSAH 8, CSAH 14 and CSAH 26 as a detour during roadway construction work on TH 169 near Garrison, MN. Compensation to the County of $79,496.19 will be paid for the use of county roads for the estimated duration of the detour stages.

RECOMMENDED BOARD ACTION:

Authorize the County Engineer to enter into an agreement (No. 1062371) between Crow Wing County and the Minnesota Department of Transportation (MnDOT) for $79,496.19 for use of County State Aid Highway (CSAH) routes 8, 14 and 26 as a detour during roadway construction on Trunk Highway (TH) 169 near Garrison, MN.

Approximate length of presentation:

MnDOT Contract No.: 1062371

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
AND
CROW WING COUNTY
DETOUR AGREEMENT
For Trunk Highway No. 169 Detour

State Project Number (S.P.): 1804-90
Trunk Highway Number (T.H.): 169=035

Original Amount Encumbered
$79,496.19

This Agreement is between the State of Minnesota, acting through its Commissioner of Transportation ("State") and Crow Wing County acting through its Board of Commissioners ("County").

Recitals

1. The State is about to perform Full Depth Reclamation and Roundabout construction upon, along, and adjacent to Trunk Highway No. 169 from 0.2 miles South of County State Aid Highway (C.S.A.H.) No. 26 to Pike Avenue under State Project No. 1804-90 (T.H. 169=035); and
2. The State requires a detour to carry T.H. 169 traffic on County State Aid Highway (C.S.A.H.) No. 14, County State Aid Highway (C.S.A.H.) No. 26 and County State Aid Highway (C.S.A.H.) No. 8 during the construction; and
3. The State is willing to reimburse the County for the road life consumed by the detour as hereinafter set forth; and
4. Minnesota Statutes § 471.59, subdivision 10, § 161.25, and § 161.20, subdivision 2(b), authorize the parties to enter into this Agreement.

Agreement

1. Term of Agreement; Incorporation of Exhibits

1.1. ***Effective Date.*** This Agreement will be effective on the date the State obtains all signatures required by Minnesota Statutes § 16C.05, subdivision 2.

1.2. ***Expiration Date.*** This Agreement will expire when the State removes all detour signs, returns the temporary Trunk Highway detour to the County, and pays for the detour compensation.

2. Agreement Between the Parties

2.1. ***Detour.***

A. ***Location.*** The State will establish the T.H. 169 detour route on the following County Road(s) as detailed in the project plans or Special Provisions:

Stage 0 - C.S.A.H. 14 for a total distance of 3.2 miles.

Stage 1, 2A, 2B, 4 - C.S.A.H. 14, C.S.A.H. 26 and C.S.A.H. 8 for a total distance of 16.60 miles.

B. ***Modification of the Detour Route.*** The State may modify the detour route or may add additional roadways to the official detour during construction. The State will request concurrence from the

County for changes to the detour route. If such change increases the States total payment amount over the maximum obligation in Article 3.2, the Agreement will be amended.

C. ***Axle Loads and Over-Dimension Loads.*** The County will permit 10-ton axle loads on the detour route. Over-dimension loads will not be permitted except in cases of extreme emergency.

D. ***Traffic Control Devices.*** The State may install, maintain, and remove any traffic control devices it considers necessary to properly control the detoured traffic. The State may paint roadway markings, such as the centerline, edge lines, and necessary messages.

E. ***Detour Maintenance.*** The State will perform any necessary bituminous patching and ordinary maintenance on the roadway or shoulder of the County roads used for the detour, at no cost or expense to the County. Bituminous patching is defined as any work, including continuous full width overlays, less than 100 feet in length. All State expenditures beyond those required for bituminous patching and ordinary maintenance will be credited against the road life consumed reimbursement due the County.

F. ***Duration.*** The State will provide the County with advance notice identifying the dates the State intends to place and remove the detour signing.

2.2. ***Basis of State Cost (Road Life Consumed).*** The State will reimburse the County for the road life consumed by the detour using the following methods, as set forth in the Detour Management Study Final Report dated January 1991, and updated by MnDOT's Policy on Cost Participation for Cooperative Construction Projects and Maintenance Responsibilities between MnDOT and Local Units of Government.

A. The "Gas Tax Method" formula, multiplies the Combined Tax Factor per mile times the Average Daily Traffic ("ADT") count of vehicles diverted from the Trunk Highway times the county road length in miles times the duration of the detour in days to determine the State's cost for the road life consumed by the detour. If an ADT changes, the parties will amend the Agreement.

B. The County may, at its option, perform an "Equivalent Overlay Method" analysis. A State-approved firm, at no cost or expense to the State, must perform the testing and analysis. The County will keep records and accounts to verify any claim it might bring against the State for additional costs using the "Equivalent Overlay Method".

3. Payment

3.1. ***For Road Life Consumed.*** **$79,496.19** is the State's estimated cost for the road life consumed by the detour based on the data below:

Stage	Tax Factor	ADT	Road Length (Miles)	Duration (Days)	Cost
Stage 0	0.00513	3,115	6.42	27	$1,380.67
Stage 1, 2A, 2B, 4	0.00513	6,897	19.82	133	$78,115.52

Road Life Consumed Amount: $79,496.19

The State's total payment for the road life consumed by the detour is equal to the amount computed by using the "Gas Tax Method" formula plus any amount determined by using the "Equivalent Overlay Method" analysis that is in excess of twice the "Gas Tax Method" amount.

3.2. ***Maximum Obligation.*** **$300,000.00** is the maximum obligation of the State under this Agreement and must not be exceeded unless the maximum obligation is increased by execution of an amendment to this Agreement.

3.3. ***Conditions of Payment.*** The State will pay the County the State's total road life consumed payment amount after performing the following conditions.

A. Execution of this Agreement and the County's receipt of the executed Agreement.

B. State's encumbrance of the State's total payment amount.

C. State's removal of all detour signs.

D. State notifies the County of the removal of the detour signs, and the number of days the detour was in effect.

E. State's receipt of a written request from the County for payment.

4. Release of Road Restoration Obligations

By accepting the State's road life consumed payment plan and total payment amount, the County releases the State of its obligation, under Minnesota Statutes § 161.25, to restore the county roads used as a T.H. 169 detour to as good of condition as they were before designation as temporary trunk highways.

5. Authorized Representatives

Each party's Authorized Representative is responsible for administering this Agreement and is authorized to give and receive any notice or demand required or permitted by this Agreement.

5.1. The State's Authorized Representative will be:

Name, Title:	Scott Zeidler, Engineering Specialist Senior – Materials (or successor)
Address:	7694 Industrial Park Road., Baxter, MN 56425
Telephone:	218-828-5800
E-Mail:	scott.zeidler@state.mn.us

5.2. The County's Authorized Representative will be:

Name, Title:	Tim Bray, Crow Wing County Engineer (or successor)
Address:	16589 County Road 142, Brainerd, MN 56401
Telephone:	218-824-1110
E-Mail:	tim.bray@crowwing.us

6. Assignment; Amendments; Waiver; Contract Complete

6.1. ***Assignment.*** No party may assign or transfer any rights or obligations under this Agreement without the prior consent of the other party and a written assignment agreement, executed and approved by the same parties who executed and approved this Agreement, or their successors in office.

6.2. ***Amendments.*** Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original Agreement, or their successors in office.

6.3. ***Waiver.*** If a party fails to enforce any provision of this Agreement, that failure does not waive the provision or the party's right to subsequently enforce it.

6.4. ***Contract Complete.*** This Agreement contains all prior negotiations and agreements between the State and the County. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

7. Liability

The County and State will be responsible for their own acts and omissions, to the extent authorized by law. Minnesota Statutes § 3.736 governs the State's liability. Minnesota Statutes, Chapter 466 governs the liability of the County.

8. State Audits

Under Minnesota Statutes § 16C.05, subdivision 5, the County's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State and the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this Agreement.

9. Government Data Practices

The County and State must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the County under this Agreement. The civil remedies of Minnesota Statutes § 13.08 apply to the release of the data referred to in this clause by either the County or the State.

10. Governing Law; Jurisdiction; Venue

Minnesota law governs the validity, interpretation, and enforcement of this Agreement. Venue for all legal proceedings arising out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11. Termination; Suspension

11.1. ***By Mutual Agreement.*** This Agreement may be terminated by mutual agreement of the parties or by the State for insufficient funding as described below.

11.2. ***Termination for Insufficient Funding.*** The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the County. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the County will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if this Agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds.

11.3. ***Suspension.*** In the event of a total or partial government shutdown, the State may suspend this Agreement and all work, activities, performance, and payments authorized through this Agreement. Any work performed during a period of suspension will be considered unauthorized work and will be undertaken at the risk of non-payment.

12. Force Majeure

No party will be responsible to the other for a failure to perform under this Agreement (or a delay in performance), if such failure or delay is due to a force majeure event. A force majeure event is an event beyond a party's reasonable control, including but not limited to, unusually severe weather, fire, floods, other acts of God, labor disputes, acts of war or terrorism, or public health emergencies.

[The remainder of this page has been intentionally left blank]

MnDOT Contract No.: **1062371**

STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minnesota Statutes § 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT Purchase Order: 3000871404

CROW WING COUNTY

The undersigned certify that they have lawfully executed this contract on behalf of the Governmental Unit as required by applicable charter provisions, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

By: _____

Title: _____

Date: _____

DEPARTMENT OF TRANSPORTATION

Approved:

By: _____
(District Engineer)

Date: _____

COMMISSIONER OF ADMINISTRATION

By: _____
(With Delegated Authority)

Date: _____

INCLUDE COPY OF THE RESOLUTION APPROVING THE AGREEMENT AND AUTHORIZING ITS EXECUTION.

CROW WING COUNTY

RESOLUTION

IT IS RESOLVED that Crow Wing County enter into MnDOT Agreement No. 1062371 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the State to the County for the use of County State Aid Highway (C.S.A.H.) No. 14, County State Aid Highway (C.S.A.H.) No. 26 and County State Aid Highway (C.S.A.H.) No. 8 as a detour route during the construction to be performed upon, along, and adjacent to Trunk Highway No. 169 from 0.2 miles South of County State Aid Highway (C.S.A.H.) No. 26 to Pike Avenue under State Project No. 1804-90 (T.H. 169=035).

IT IS FURTHER RESOLVED that the _____
(Title)
and the _____
(Title)
are authorized to execute the Agreement and any amendments to the Agreement.

CERTIFICATION

I certify that the above Resolution is an accurate copy of the Resolution adopted by the Board of Commissioners of Crow Wing County at an authorized meeting held on the _____ day of _____, 2026, as shown by the minutes of the meeting in my possession.

Subscribed and sworn to me this
_____ day of _____, 2026

Notary Public _____

My Commission Expires _____

_____
(Signature)

_____
(Type or Print Name)

_____
(Title)

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

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

RESOLUTION TO ENTER INTO DETOUR AGREEMENT NO. 1062371 WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION (MNDOT)

WHEREAS, the Minnesota Department of Transportation (MnDOT) is requesting to use portions of County State Aid Highway (CSAH) routes 8, 14 and 26 as detour routes for Trunk Highway (TH) 169 traffic associated with State Project No. 1804-90, and

WHEREAS, State Project No. 1804-90 is scheduled to begin during the 2026 roadway construction season and involves reconstruction of TH 169 near Garrison, MN, and

WHEREAS, detouring traffic will help facilitate a more timely and quality construction project for the residents of Crow Wing County, and

WHEREAS, MnDOT will compensate the County for the use of CSAH routes 8, 14 and 26 for the sum of $79,496.19 based on the projected levels of traffic, duration of use and length of the proposed detour segments

NOW, THEREFORE BE IT RESOLVED that Crow Wing County agrees to enter into detour agreement No. 1062371 with MnDOT and is willing to accept payment in the sum of $79,496.19 in exchange for use of County routes as a project detour route.

IT IS FURTHER RESOLVED that the County Engineer is authorized to execute Agreement No. **1062371** on behalf of Crow Wing County.

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, April 14, 2026

Highway and Engineering	Timothy Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Award Contract for Contract No. 26011 for Projects CP 018-200-163

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. Bids were received from 2 vendors. Anderson Brothers Construction Company LLC was the lowest bidder at $349,883.30. The engineer's estimate was $308,085.70.

RECOMMENDED BOARD ACTION:

Authorize entering into a contract with Anderson Brothers Construction Company LLC in the amount of $349.883.30 for projects CP 018-200-163 (Bit spot surfacing for County Highways) 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 Bit Spot Surfacing - Bid Summary

Report Date	Contract Name	Contract Number	Local	Release Date	Bid opening	Addendum 1
2026-04-08	2026 Bit Spot Surfacing	26011	CP 018-200-163	3/14/2026, 12:00 AM	Apr 8, 2026, 8:00 AM	3/26/2026, 12:00 AM

Bid Abstract Summary

Bid Name	Total	% Over/Under Estimate
Engineer's Estimate	$308,085.70	
Anderson Brothers Construction Company of Brainerd LLC	$349,883.30	13.57% OVER
KNIFE RIVER	$371,913.57	20.72% OVER

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Highway and Engineering	Timothy Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Award Contract for Contract No. 26014 for Projects CP 018-200-166 and CP 018-300-062

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. Bids were received from 3 vendors. Kowalczyk Gravel Inc was the lowest bidder at $328,442. The engineer's estimate was $362,458.

RECOMMENDED BOARD ACTION:

Authorize entering into a contract with Kowalczyk Gravel in the amount of $328,442. for projects CP 018-200-166 and CP 018-300-062 (Aggregate surfacing for County Highways and FAD roadways) 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 Aggregate Surfacing - Bid Summary

Report Date	Contract Name	Contract Number	Local	Release Date	Bid opening
2026-04-08	2026 Aggregate Surfacing	26014	CP 018-200-166	3/14/2026, 12:00 AM	Apr 8, 2026, 9:00 AM

Bid Abstract Summary

Bid Name	Total	% Over/Under Estimate
Engineer's Estimate	$362,458.00	
Kowalczyk gravel inc	$328,442.00	9.38% UNDER
KNIFE RIVER	$352,388.00	2.78% UNDER
Anderson Brothers Construction Company of Brainerd LLC	$361,766.00	0.19% UNDER

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Land Services	Gary Griffin
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: True County Assessor System

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
Approve a True County Assessor System for the valuation process in Crow Wing County.

Approximate length of presentation:

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

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

TRUE COUNTY ASSESSOR SYSTEM

WHEREAS the Crow Wing County Land Service's Department provides the valuation and classification of all taxable property in Crow Wing County; and

WHEREAS the Crow Wing County Board of Commissioners believes the Crow Wing County taxpayers are best served by the assessment of the Crow Wing County Assessor and not by local assessors.

NOW THEREFORE, BE IT RESOLVED the Crow Wing County Board of Commissioners elects to have a "True County Assessor System" for the property tax assessment in Crow Wing County.

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, April 14, 2026

Land Services	Tom Strack
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: 2026 Crow Wing County Landfill Construction – Award Contract

PREVIOUS ACTION:

1/27/2026 - Resolution authorizing advertising for bids

COMMENTS:
Only one bid was received from Pratt's Affordable Excavating, Inc. for $4,444,540.00. The engineer's estimate was $4,645,620.00.

RECOMMENDED BOARD ACTION:
To authorize entering into a contract with Pratt's Affordable Excavation Inc. in the amount of $4,444,540.00 for 2026 Crow Wing County Landfill Construction.

Approximate length of presentation:

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Land Services	Tom Strack
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Sourcewell Community Benefit Funds Grant Application

PREVIOUS ACTION:

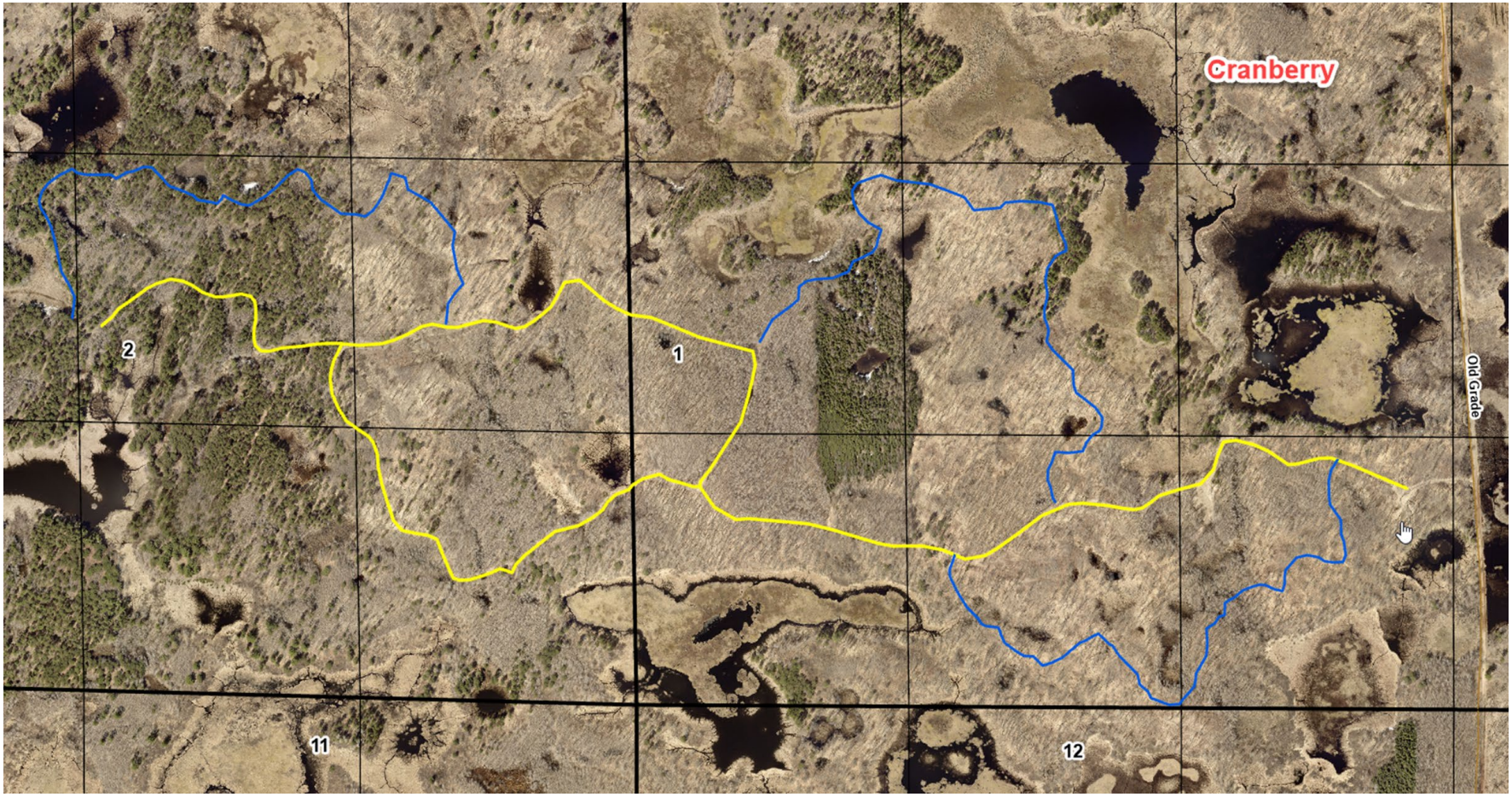
COMMENTS:

- Land Services will be applying for $30,000 to support the future construction of non-motorized trails in Crow Wing County
- Example trail projects maps have been included
- No fiscal match is required

RECOMMENDED BOARD ACTION:
Authorize Land Services to apply for the Community Benefit Grant through Sourcewell to construct non-motorized trails.

Approximate length of presentation:

CROW WING COUNTY
MINNESOTA



CROW WING COUNTY
MINNESOTA



CROW WING COUNTY
MINNESOTA



BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

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

SOURCEWELL COMMUNITY BENEFIT FUNDS GRANT APPLICATION

BE IT RESOLVED That the County of Crow Wing fully supports Land Services in the construction of additional non-motorized trails in Crow Wing County. The County of Crow Wing further supports Land Services Staff in submitting a Community Benefit Fund application to Sourcewell to request financial support for Non-Motorized Trail Construction in the amount of $30,000

BE IT FURTHER RESOLVED the Board of Commissioners of the County of Crow Wing names the fiscal agent for the County of Crow Wing for this project as:

Tom Strack
Environmental Services Supervisor
Crow Wing County
15728 State Highway 210
Brainerd, MN 56401
Tom.Strack@crowwing.gov

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, April 14, 2026

Land Services	Jessica Shea
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Abatements

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
Approve the attached abatements as recommended by the Land Services Director.

Approximate length of presentation:

April 14, 2026

Approve the following abatements as recommended by the Land Services Director

Market Value Reduction/Classification Change

APPLICANT	DISTRICT	PARCEL NUMBER	PAYABLE YEAR	TAX	SETTLEMENT
State of Minnesota - DNR	Irondale Twp.	7103M000	2025	$128.00	Cancel
State of Minnesota - DNR	Irondale Twp.	7103M000	2026	$164.00	Cancel
Stephen & Eileen Johnson	Brainerd	41010552	2026	$1,228.00	$730.00

Homestead Classification

APPLICANT	DISTRICT	PARCEL NUMBER	PAYABLE YEAR	TAX	SETTLEMENT
Geordon Goodell & Alysa Beauregard	Baxter	40120801	2026	$4,478.00	$4,330.00
Dustin Fuchs & Katie Silverberg	Baxter	40060630	2026	$3,260.00	$3,100.00
Scott & Nona Malz	Nokay Lake Twp.	78140547	2026	$3,862.00	$3,132.00
Dennis Casey & Patricia Lynch	Bay Lake Twp.	50130508	2026	$740.00	$552.00

Settlement Applications

APPLICANT	DISTRICT	PARCEL NUMBER	PAYABLE YEAR	PENALTY/INTEREST	SETTLEMENT
Steve Slawson	Lake Edward	73030522	2025	$1,012.61	Cancel

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Administration	Matt Hagelin and Brian Hunker
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Northland Reliability Project Update

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:

Approximate length of presentation:

Northland Reliability Project

GREAT RIVER ENERGY | minnesota power

Project Updates

Benton, Morrison, Crow Wing counties – Winter 2026

Three construction phases

- **Phase 1 (2025-2027)**
  Two existing transmission line rebuilds
- **Phase 2 (2026-2028)**
  Benton County Substation to Cuyuna Series Comp Station & realignments
- **Phase 3 (2027-2029)**
  Cuyuna Series Comp Station to Iron Range Substation



Phase 2 construction

Starting in 2026

2026 activities

Engineering: Design in progress; 60% early March

Real Estate: In progress

Permitting: DNR Land & Water Crossings, 404 Permitting, County & Township (Road use/driveway), Stormwater

Pre-construction: Right-of-way and structure staking, surveying and soils investigations

Construction (fall): Material delivery, mat installation, foundation installation



Cherry Park Substation site excavation.

Real estate process

Right-of-entry
2023 – 2024

Easements
2024 – 2026

Construction
2026 – 2028

Restoration
2027 – 2030

Easement process

Easement options created

Easement options presented to landowners

Easement exhibits are finalized

Easements are presented to landowners

What landowners can expect during construction

We do our best to minimize impacts during construction. The following temporary impacts may occur:

- Noise, dust and lights for nearby residents
- Equipment (pick-up trucks, tree-clearing machines, drilling rigs and wire-stringing vehicles), materials and construction crews located along the road and in project right-of-way
- Work during daytime hours with potential for some work to be completed outside normal working hours (7 a.m. – 7 p.m.)
- Construction area staking
- Removal of all trees and tall vegetation within the easement area
- Erosion control measures installed to reduce impacts to streams and wetland areas
- Matting to minimize surface disturbance
- Temporary lane and road closures
- Signage and traffic management

Travelers and snowmobilers be cautious along trails and ditches near active construction sites.

Continued project communications

Project email, information line and website with construction map

Land agent updates and notifications

Mail and email updates

Local leader project update presentations

Upcoming communication: Periodic newsletters – both mailed and emailed

Northland Reliability Project

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Connect with us!

Matt Hagelin
mhagelin@grenergy.com
763-445-5981

Cody Dierks
cody.dierks@jcgland.com
763-402-0013

northlandreliabilityproject.com | 218-864-6059 | connect@northlandreliabilityproject.com

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Community Services	Kara Terry
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Sourcewell Community Impact Funding Application

PREVIOUS ACTION:
None

COMMENTS:
Background / Summary:
Crow Wing County Community Services (CWCCS) is requesting approval to submit a grant application to Sourcewell for Community Impact Funds in the amount of $100,000. Funding will support the Mental Health Access & Navigation Initiative, a two-part project designed to improve timely access to mental health services, reduce barriers for residents, and increase operational efficiency within the MnCHOICES and local service navigation systems.

The first component funds implementation of EVA, an AI enabled, secure, multilingual, ADA compliant virtual phone assistant hosted by TipCo. EVA will provide 24/7 access to self-screening, resource navigation, crisis and service pathways, and real-time information for Crow Wing County residents. This tool will reduce after-hours barriers, streamline general inquiry calls, support improved referrals, and enhance data-driven planning. The grant funding request for this first component is $55,500.

The second component funds a shared MnCHOICES Assessor position between Crow Wing County and Aitkin County. This model adds capacity, reduces MnCHOICES wait times, and ensures individuals who require higher-touch assistance receive timely follow up and support. The grant funding request for the second component is $45,500.

Project Goals:
- Reduce MnCHOICES wait times by 25% within 12 months.
- Increase successful referrals by 20% through EVA-assisted navigation and warm handoffs.
- Improve after-hours access, with 30% of EVA engagements occurring outside business hours.
- Reduce general knowledge inquiry calls to county front desks by 15%.
- Establish a shared data dashboard to support planning and service coordination.

Project Roles:
- Crow Wing County Community Services: Project lead, fiscal host, procurement, compliance, communications, data governance, and outcomes reporting.
- Aitkin County Human Services: Co-design and host the shared MnCHOICES Assessor position, adopt workflows, and participate in evaluation.
- TipCo: EVA configuration, security, hosting, content development, multilingual/ADA compliance, training, and year one support.
- Crow Wing County IT: Phone-system integration, analytics connections, site embedding, and security review.

Requested Board Action:
Motion to approve submission of the Sourcewell Community Impact Funds grant application in the amount of $100,000 to support the Mental Health Access & Navigation Initiative, including implementation of the EVA virtual assistant and a shared MnCHOICES Assessor position with Aitkin County.

RECOMMENDED BOARD ACTION:
Approve Community Services request to apply for Sourcewell Community Impact Funding in the amount of $100,000.

Approximate length of presentation: 5 minutes

Instructions

Thank you for your interest in Community Impact Funds for Mental Health. We want to make this process as easy and seamless as possible, so we have a few recommendations before you begin.

- Download a copy of the document and open it in Adobe Reader. This is standard software on most machines; however, if you don't already have this installed on your computer, you can obtain it for free at https://get.adobe.com/reader/.

  This is **very important** because if you don't use Adobe Reader, but instead complete the document using an internet browser (Internet Explorer, Firefox, Chrome, etc.), you won't be able to save your work, digitally sign the form, or submit electronically.

- Once you have opened the document in Adobe Reader, immediately 'Save As' from the 'File' menu on the upper left-hand corner. Save often as you work through the document.

- Review your document to ensure everything has been completed. When ready, submit to the Sourcewell contact as indicated.

Please take your time and don't hesitate to reach out if you have questions or concerns. We look forward to working with you!

Mental Health - Community Impact Funds

Fiscal Year 2025-2026

Eligibility requirements

Community Impact Funds for Mental Health aim to support county Health and Human Services Departments' response to mental health needs that align with Sourcewell's purpose to support student and community success, address unmet mental health needs, and support initiatives that improve quality of life. Eligible County Health and Human Services agencies within Sourcewell's five-county service area may submit **one** application for mental health impact funding per fiscal year. Each county may request **up to $100,000**, and applications may be submitted individually or as part of a collaborative project with other counties. For each application submitted, a fiscal host must be designated to manage the funds and administrative responsibilities. Total mental health impact funding awards will not exceed $500,000 in fiscal year 25-26.

- The applicant entity must:
  - Be a participating county in Sourcewell's service area (Cass, Crow Wing, Morrison, Todd, or Wadena).
  - The Region V+ Adult Mental Health Initiative may be a collaborating organization.
- The proposed project must:
  - Fall within the scope of Sourcewell's enabling statute, Minnesota Statute § 123A.21, subdivision 7, and serve a public purpose.
  - Request up to $100,000 per county, but counties can combine amounts to do a collaborative project
  - Be completed within one (1) year of the execution date of the Community Impact Funds agreement, if funds are awarded.
  - Be impactful through an idea that seeks efficiencies and solutions to fill mental health gaps within Sourcewell's five-county service area (i.e. pilot programs, seed funding, startup funds, shared services, or programmatic).
  - Not involve:
    - Payment for vehicles, land acquisition, or building purchases or development.
    - Expenses incurred prior to receipt of the award.
    - Loans or reimbursement to individuals or businesses.
    - Payment for shared services positions employed by Sourcewell.
    - Athletic programs.
    - Purchase of gift cards or gas cards.
    - Expenses incurred with conference attendance (travel, conference fees, etc.).
    - Out of state travel costs.
- To be considered for funding, one (1) complete Community Impact Funds for Mental Health application must be submitted by **March 27, 2026, and include:**
  - Application information (attached).
  - A signed resolution in support of the project from the governing body of the fiscal/project manager and from each of the collaborating entities.

Application instructions

- Attach a resolution in support of the project from each entity's governing body.

- **Incomplete submissions and those which do not adhere to the specifications of the application will not be considered.**

Application review process

Step 1: Sourcewell staff will review the application to ensure the criteria outlined above has been met.

Step 2: If the application does not meet the criteria, it will be eliminated from the review process.

Step 3: If the application meets the criteria, it will be approved. Sourcewell staff will provide a Community Impact Funds agreement and further instructions to the award recipient. The funding agreement must be fully executed before funds are issued and work begins.

Contact information

For more information about Sourcewell, Community Impact Funds, or this application, please contact community@sourcewell-mn.gov.

To ensure your application is considered complete by our advisory council, submit all application documents in one email to: community@sourcewell-mn.gov or one large envelope via mail to:

Sourcewell Community Solutions
202 12th Street NE
P.O. Box 219
Staples, MN 56479

Mental Health - Community Impact Funds Application

Fiscal Year 2025-2026

Entity information

Please provide the following information for the entity that will serve as **fiscal and project manager**.

Entity name: Crow Wing County Community Services

Physical address: 204 Laurel St.

Mailing address: PO Box 606

Project point of contact name: Kara Terry

Email: kara.terry@crowwing.gov Telephone: 218-824-1205

Name of authorized signatory: Kara Terry

Email of authorized signatory: Kara.Terry@crowwing.gov

Please provide the following information for each entity that will collaborate on the project:

Entity name: Aitkin County Human Services Point of contact name: Sarah Pratt

Email: Sarah.Pratt@anokacountymn.gov Telephone: 218-927-7225

Entity name: TipCo Point of contact name: Quinton Calder

Email: quinton.calder@thetipcogroup.com Telephone: 1-614-940-3434

Project information

Please provide the following information specific to the proposed project:

1. Amount of Community Impact Funds for Mental Health being requested. $100,000

2. Provide a description of the proposed project, including a project overview, how the project is impactful, and the population and geographic region served. (400-word maximum)

Crow Wing County Community Services (CWCCS) proposes the Mental Health Access & Navigation Initiative, a two-part project designed to improve timely access to mental health services through the MnCHOICES system, reduce barriers for residents, and strengthen the overall efficiency of the local service system. The first component focuses on the implementation of EVA, a secure, multilingual, ADA-compliant virtual assistant that will be deployed exclusively for Crow Wing County residents. EVA provides 24/7 support by offering self-screening, real-time resource matching, clear care pathways, and direct links to crisis, outpatient, community-based, and supportive services resources. By integrating EVA into the CWCCS phone system, residents will gain immediate access to accurate, understandable, and user-friendly information, even outside of business hours.

EVA will serve as a central navigation tool for Crow Wing County, reducing confusion, enhancing after-hours access, and decreasing the administrative burden on county staff who currently respond to general inquiries, resource questions, and triage needs. The tool's data capabilities will help CWCCS understand common needs, identify service gaps, and improve system planning. TipCo will support configuration, security, content development, training, and year-one technical assistance to ensure a smooth and successful implementation.

The second component is a Crow Wing County Shared Service MnCHOICES Pilot, which embeds a trained MnCHOICES assessor at .5 time in Crow Wing County and .5 in Aitkin County. This shared assessor model complements EVA by ensuring that individuals who require higher-touch assistance do not fall through the cracks and the wait time for a MnCHOICES assessment is reduced.

The shared MnCHOICES initiative primarily serves residents of Crow Wing and Aitkin Counties and contributes to improved mental health access across the broader region through increased service clarity, improved referral completion, and better coordination with regional partners. Anticipated outcomes include reduced time-to-service, increased referral success, more efficient use of county resources, and stronger data to support ongoing planning and quality improvement.

By combining an innovative technology platform with personalized navigation support, this project addresses long-standing barriers to accessing mental health care in Crow Wing County and creates a sustainable, scalable model for improving community mental health outcomes.

3. Identify at least three (3) specific project goals you aim to accomplish.

   a) Reduce MnCHOICES wait time by 25% for residents seeking assessments 12 months.
   b) Increase successful referrals (completed intake/first appointment) by 20% through EVA-assisted navigation and warm handoffs.
   c) Improve after-hours access, with 30% of EVA engagements occurring outside business hours.
   d) Enhance operational efficiency: reduce general-knowledge inquiry calls to county front desks by 15%.
   e) Establish a shared data dashboard to inform planning and service coordination.

4. Describe in detail who will be responsible for each portion of the project, including any collaboration if appropriate. (200-word maximum)

   Crow Wing County Community Services (fiscal host): project lead, procurement, compliance, communications, data governance, outcomes reporting.
   Aitkin County Human Services: co-design local pathways, house the MNChoices assessor position, adopt workflows, and participate in evaluation.
   TipCo: EVA configuration, security, hosting, content integration, training, and year-one support; collaborate on ADA accessibility and multilingual content.
   Crow Wing County IT: technical integration, site embedding, analytics connections, and security review.

5. If your project is awarded funding, please provide up to a three-sentence summary of your project you would like our marketing team to use in their press release.

Crow Wing County Community Services is launching EVA, a new 24/7 virtual assistant designed to make it easier for residents to find and understand local mental health services. EVA provides real-time guidance, multilingual support, and ADA-compliant access, helping residents navigate care options even outside regular business hours. This innovative tool will reduce barriers, improve access, and support more efficient service delivery across Crow Wing County.

The department is also implementing a shared MnCHOICES Assessor position in conjunction with Aitkin County to help residents with complex needs connect to the right services. The navigator will provide warm handoffs, support with scheduling and paperwork, and personalized guidance to ensure residents successfully access and engage in care. This pilot strengthens Crow Wing County's ability to reduce delays, improve outcomes, and support community assessment needs.

6. Describe how the project primarily benefits your community within Region 5. Projects cannot primarily benefit any individuals, businesses, or nonprofit entities.

Implementing EVA technology will benefit consumers in a variety of ways including 24/7 access to information. Crow Wing's experience with this technology can benefit other counties in the region who may be considering implementation. In addition, the shared service position between CWCCS and Aitkin counites can serve as a model for other counties facing similar staffing situations.

7. The proposed project must relate to Sourcewell's government purpose as defined in Minn. Stat. § 123A.21, Subdivision 7. Please identify all program or service areas to which the proposed project will relate.

- ☐ administrative services
- ☐ curriculum development
- ☐ data processing
- ☐ distance learning and other telecommunication services
- x evaluation and research
- ☐ staff development
- ☐ media and technology centers
- ☐ publication and dissemination of materials
- ☐ pupil personnel services
- x planning
- ☐ secondary, postsecondary, community, adult, and adult vocational education

- ☐ teaching and learning services, including services for students with special talents and special needs
- ☐ employee personnel services
- ☐ vocational rehabilitation
- ☐ health, diagnostic, and child development services and centers
- ☐ leadership or direction in early childhood and family education
- x community services
- ☐ shared time programs
- ☐ fiscal services and risk management programs, including health insurance programs providing reinsurance or stop loss coverage
- x technology planning, training, and support services
- ☐ health and safety services
- ☐ student academic challenges
- ☐ cooperative purchasing service

8. How does the proposed project promote and align with Sourcewell's statutory purpose of providing programs and services as identified in question 7.

   The Mental Health Access & Navigation Initiative aligns with Sourcewell's statutory purpose by strengthening county capacity to plan, coordinate, and evaluate mental health services using technology-supported solutions. EVA, the virtual assistant, directly supports evaluation, planning, and community services by providing real-time data on resident needs, identifying service gaps, and improving the accessibility of information for the public. This technology-driven approach aligns with Sourcewell's role in supporting innovation, shared efficiencies, and improved service navigation across public systems.
   The shared MnCHOICES assessor pilot further advances planning and evaluation functions by increasing assessment capacity, reducing wait times, and improving care coordination across two counties. Together, these components enhance community service delivery, promote more effective use of public resources, expand technology capabilities within local government, and model a scalable, collaborative approach consistent with Sourcewell's mission and governing statute.

9. Provide a proposed timeline with action steps included. The timeline should start in July 2026 when funding is available and be completed by July 31, 2027, with the final report due August 31, 2027.

July–August 2026
• Finalize contract agreements with TipCo and Aitkin County
• Establish project governance, data-sharing agreements, and kick-off meetings
• Initiate recruitment or onboarding for shared MnCHOICES assessor
• Begin technology planning and content development for EVA
September–December 2026
• Complete EVA configuration, ADA compliance review, and multilingual content drafting
• Begin integration with Crow Wing County phone system and website
• Launch shared MnCHOICES assessor position and implement joint workflows
• Begin initial staff training for both project components
January–March 2027
• Soft launch EVA; conduct testing, quality improvements, and data validation
• Analyze early data on usage trends, referral patterns, and gaps
• Continue MnCHOICES service delivery, monitoring caseload and wait-time reductions
April–July 2027
• Full public launch and outreach campaign for EVA

- Ongoing data collection, evaluation, and refinement of service pathways
- Joint evaluation with Aitkin County of shared assessor pilot outcomes
- Prepare final project report

August 2027

- Submit final report to Sourcewell
- Present lessons learned and sustainability recommendations

Budget information

10. Complete the table below to identify the source(s) of funds for your project.

Revenue sources (not including in-kind)	Amount
1. Sourcewell	$100,000
2.Crow Wing County Shared Position . 5 of expense with Aitkin	$10,000
3.	
Total	**$110,000**

11. Complete the table below to explain, in detail, the itemized costs related to the project. Sourcewell staff may contact you for additional information regarding your budget if more detail is required.

Expenditures/ direct costs	Sourcewell Dollars	Other Sources
1. TipCo	55,500	
2. Shared Position with Aitkin County	44,500	10,000
3.		
4.		
Total	$ 100,000	$10,000
Total Project Budget		**$ 110,000**

12. Is the project expected to continue beyond one year?

☐ No

X Yes: describe how it will be funded.

This pilot project is for two years. After the two years, we will evaluate the effectiveness of each program outlined here. If the projects are successful, Crow Wing County Community Services will build these expenses into our budget on-going.

13. If Community Impact Funds are approved, describe specifically how they will be used to support the project. CWCCS will implement the EVA system for phones and pay Aitkin County for .5 of a MnCHOICES assessor they hire. We will take part in the interviewing process for the position and will share supervision with Aitkin County.

Certification

I certify that the information contained in this application and in any related attachments is true and correct to the best of my knowledge and belief, and that I have the authority to apply for Community Impact Funds in the amount requested.

I further certify that if funding is awarded pursuant to this application, my entity will execute the Community Impact Funds Agreement prior to receiving or expending any funds.

Finally, I certify that no funds awarded as a result of this application will be used to pay costs incurred prior to receipt of the award, or loans or reimbursement to individuals or businesses; or to fund political, religious activities, discriminatory, or illegal activities.

Kara Terry	
Signature	Signature
Kara Terry	
Printed Name	Printed Name
Director	
Title	Title
Crow Wing County Community Services	
Entity	Entity
03/27/2026	
Date	Date

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Community Services	Kara Terry and Tami Lueck
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Community Services Shared Position with Aitkin County

PREVIOUS ACTION:
Personnel Committee Review on 04/06/26

COMMENTS:

The MnCHOICES team currently has 10 social work FTEs and 1 FTE lead position. These positions are split between new and re-assessments. The purpose of this split is to maximize reimbursement.

Caseloads are set up to support this split – initial assessors averaging 10 assessments per month and re-assessors averaging 15. In January 2026, we dedicated 1 FTE to support the changes that have come with the mandated work of Community First Services and Supports (CFSS). This change will support the workflow continuity for CFSS affecting overall assessor capacity.

We have hosted, trained and supported several temp workers through Penmac staffing to assist in leave coverage and addressing the backlog. As of March 2026, there are 155 individuals awaiting assessment assignment. The oldest assessment request being 9/9/2025. With the current FTE capacity, it would take the team at minimum 21 months to remove the waitlist. This is given no leaves within the team and the number of new intakes per month remain stable.

Attempted Solutions

Several strategies have been implemented in an effort to reduce the assessment waiting list. However, due to ongoing staff leaves and increased demand, the waitlist persists.

- Additional staff have been trained to support emergent assessments, including those for individuals in hospitals or jails awaiting placement in treatment facilities.
- Temporary staff have been utilized to assist with the workload; however, their limited availability has significantly reduced the level of support they are able to provide.
- A staff member from the 65+ team was temporarily reassigned to the Mn- CHOICES team. This shift, along with potential additional shifts are being assessed ongoing, with the next review meeting scheduled for May.

Risks

If this position is not approved, the MnCHOICES team will face increasing delays, resulting in a growing waiting list and slower access to essential services for residents. Current staff are already managing a significant backlog while absorbing additional responsibilities during team member absences, which is contributing to heightened stress and burnout. Without additional support, these pressures will continue to intensify and may negatively affect both service quality and staff retention.

Benefits

Benefits of a shared MnCHOICES position between Crow Wing County and Aitkin County:

1. Increased Assessment Capacity
    - Both counties can reduce backlogs and improve timeliness of MN Choices assessments.
    - A shared position creates flexible staffing that can cover peak periods or unexpected surges in referrals.

2. Cost Efficiency for Both Counties
    - Each county pays only a portion of the FTE cost.
    - Provides access to additional staffing without the full financial commitment of a standalone position.

3. Improved Service Continuity and Quality
    - A consistent assessor working across counties improves uniformity in assessment practices.
    - Better continuity for residents who move or receive services across county lines.
    - Helps maintain compliance with DHS timelines and documentation standards.

4. Recruitment and Retention Advantages
    - A shared part-time role may be more attractive to candidates than two small, separate positions because:
        - More stable hours
        - Broader experience across two counties
        - Shared professional network and team support
        - Shared supervision and expected outcomes
        - Enhanced retention by helping to reduce burnout on existing full-time staff

5. Operational Flexibility

    - Allows each county to adjust workload distribution without hiring additional full-time staff.
    - Provides backup coverage for vacations, medical leaves, or unexpected staffing gaps.
    - Strengthens regional collaboration, which DHS often views favorably.

6. Better Outcomes for Residents
    - More timely assessments mean quicker access to services.
    - Reduces wait times/lists and frustration for individuals, families, and providers.
    - Supports person-centered planning by ensuring assessors have adequate time per case.

7. Strategic Regional Partnership
    - Aligns with shared workforce challenges in rural counties.
    - Builds a model that could be replicated for other shared service areas (screening, intake, case aide functions, etc.).
    - Demonstrates efficient stewardship of public resources.

Cost

Currently CWC has utilized temps for this work at $43.31-$49.27 per hour. This includes the administrative fee paid to the temp agency.

The requested position will be housed in Aitkin County. Based on Aitkin County's pay matrix, the annual fully burdened cost is as follows:

- Grade 9 at minimum ($33.97/hour): $107,404 annually
- Grade 9 at 10% above minimum ($37.37/hour): $115,596 annually

Crow Wing County will fund up to 50% of the annual cost of the position. Aitkin County will fund the remaining up to 50%.

While we believe time allocation will ebb and flow, if appropriate, costs for any hours above 0.5 FTE will be billed at the fully burdened hourly rate corresponding to the selected pay level.

Further financial information includes:

Personnel Savings – Q1 2026
•Adult Team salaries under budget: $43,637 (LOAs)
• All Social Services salaries under budget: $102,152 (LOAs and vacancies)

Temp Staffing Costs – Adult Team
• Q1 2026: $17,794.68
• 2025: $4,075.66

Estimated Revenue Impact
• Additional Social Services revenue tied to shared position: $8,365

Estimated Cost if CWCCS added MnChoices Social Worker (1.0 FTE)
• Salary: $75,000
• Fringe: $34,087

- Total S&F: $109,087
- Estimated Revenue: $16,363
- Estimated Levy Impact: $92,724

SUMMARY

Community Services requests entering into a shared agreement with Aitkin County for a shared assessor to increase assessment capacity, improve timeliness, and maintain DHS compliance. Sharing the position lowers costs, provides flexible workload coverage, and supports consistent, high-quality assessments for residents in both counties.

RECOMMENDED BOARD ACTION:
Approve shared position agreement between Crow Wing County Community Services and Aitkin County Social Services.

Approximate length of presentation: 10 minutes

Business Case: Enter into a joint agreement with Aitkin County for one MnCHOICES Assessor FTE to be employed by Aitkin County to work .5 time with Aitkin and .5 time with CWC Community Services
Date: 03-13-2026
Author: Kara Terry and Tami Lueck

Assumed Solution:

Aitkin County hiring one (1) FTE Social Worker to work .5 with Aitkin and .5 with CWCCS with costs split equally between the two counties.

Background

The MnCHOICES team currently has 10 social work FTEs and 1 FTE lead position. These positions are split between new and re-assessments. The purpose of this split is to maximize reimbursement.

Caseloads are set up to support this split – initial assessors averaging 10 assessments per month and re-assessors averaging 15. In January 2026, we dedicated 1 FTE to support the changes that have come with the mandated work of Community First Services and Supports (CFSS). This change will support the workflow continuity for CFSS affecting overall assessor capacity.

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SUMMARY

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REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Community Services
ORIGINATING DEPARTMENT

Kara Terry
PRESENTER

AGENDA ITEM: Request for Opioid Funding - BLADE

PREVIOUS ACTION:
Approved Opioid Funding

• Culture of Wellness - Additional 2026	0.00	As of 3/31/2026	Approved 2/24/2026	Up to $52,000	Community Services Mental Health Program for Internal Staff
• Sheriff's Office Mental Health Program	(46,000.00)	2/24/2026	Approved 2/24/2026	One-Time	$46,000
• Community Corrections Bike Program	0.00	As of 3/31/2026	Approved 2/24/2026	Up to $5,000	Being tracked until $5,000 spent

COMMENTS:
The BLADE Coalition received a funding/donation request from the Pequot Lakes High School Grad Blast Committee to support their grad blast event. No specific dollar amount was requested however, they did note they have 160 students who will be graduating. The Steering Committee met on 04/08/26 to discuss this request and approved an allocation of $200 for each school district (high school) in Crow Wing County who provide grad blasts or similar graduation activities.

RECOMMENDED BOARD ACTION:
Approve opioid funding in the amount of $200 for supporting "grad blast" parties at local CWC High Schools.

Approximate length of presentation: 5 min

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Highway and Engineering	Timothy Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Approve 2026-2030 Highway Improvement Plan (HIP)

PREVIOUS ACTION:

Draft HIP presented at the Transportation Advisory Committee, held March 3, 2026.

COMMENTS:

Upon approval, the 2026-2030 HIP will be placed on the Highway Department website for public use.

RECOMMENDED BOARD ACTION:
Approve the 2026-2030 Highway Improvement Plan (HIP). Direct the County Engineer to proceed with all the planning and engineering activities required to deliver the projects in the year identified in the 2026-2030 HIP.

Approximate length of presentation:

CROW WING COUNTY
MINNESOTA

2026-2030
Highway Improvement Plan



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Purpose of Highway Improvement Plan (HIP)

Purpose

The Highway Improvement Plan (HIP) is a mid-range planning document that outlines how Crow Wing County plans, prioritizes, and delivers roadway improvements over the coming years. It is intended to be easily shared with the public and to help residents, businesses, and visitors understand what improvements are planned, where they may occur, and how those projects support safe and reliable travel throughout the county.

The HIP also provides transparency into how transportation decisions are made. It explains how roadway needs are evaluated, how projects are prioritized, and how limited transportation funding is invested to achieve the greatest benefit for the traveling public. Projects identified in the HIP are considered a commitment to the public. It is the County's intent to deliver each project in the year identified in the plan, or earlier, whenever possible.

Each year, the HIP includes an update on the overall condition of the County roadway system and how it is performing compared to established ride-quality goals. The plan also identifies county, township, and municipal bridges that are in need of rehabilitation or replacement, helping communities plan ahead and coordinate future investments.

Responsibilities and Roadway Descriptions

Responsibilities

The Crow Wing County Highway Department is responsible for maintaining and managing more than 600 miles of county and secondary roadways, along with 85 bridges, throughout the county. This work ensures that residents, businesses, and visitors can travel safely and reliably year-round.

Department responsibilities include engineering design, construction management, roadway signing, and a wide range of routine maintenance activities. These activities include snowplowing, pothole patching, crack sealing, roadside mowing, culvert cleaning, and other efforts necessary to preserve roadway condition and safety.

Roadway Descriptions

The Crow Wing County roadway system is made up of two primary roadway types, each funded through different sources.

Approximately 380 miles of the system are designated as County State Aid Highways (CSAH). These roads are primarily funded through the Minnesota Highway Users Tax Distribution Fund, which is supported by gas taxes and vehicle registration fees.

Another 180 miles are designated as County Roads (CR). These roads are funded locally through property taxes as part of the County Road and Bridge Levy.

In Crow Wing County, County State Aid Highways are identified by one- and two-digit numbers, such as CSAH 1 between Pine River and Emily, or CSAH 11 between Pequot Lakes and Breezy Point. County Roads are identified by three-digit numbers, such as CR 142 near the County Highway Department complex.

Primary Funding Sources

Funding Sources

Crow Wing County roadway and bridge projects are funded through a combination of federal, state, and local sources. Each funding source has specific legal restrictions that determine where and how it can be used. Because of these restrictions, not every dollar can be used on every roadway, which is an important factor in how projects are scheduled and delivered.

Federal Funds

Federal funds are awarded through federal transportation legislation and safety programs. These funds are typically competitive and are often used for larger roadway, bridge, or safety improvement projects that meet federal eligibility requirements.

State Aid (SA) Funds – Regular and Municipal

State Aid funds are allocated annually from state gas taxes and vehicle registration fees. Regular State Aid funds may be used for construction or rehabilitation on the County State Aid Highway (CSAH) system. Municipal State Aid funds are designated for CSAH projects located within city limits. State Aid funds may not be used on the County Road (CR) system or outside their designated boundaries.

County Road and Bridge Levy

The County Road and Bridge Levy is funded through local property taxes. These funds are primarily used to maintain and improve the County Road (CR) system and provide flexibility to address local roadway needs and supplement other funding sources when necessary.

Primary Funding Sources

Local Option Sales Tax

In 2015, the Crow Wing County Board authorized a ½ percent county-wide sales tax dedicated to specific transportation projects. In 2021, the Board expanded the list of eligible projects and extended the tax through December 31, 2040. Revenue generated from this tax is dedicated to the voter-approved transportation projects identified in the authorizing resolutions. Maps of authorized sales tax projects are provided on pages 43 and 44.

First Assessment District (FAD) Road and Bridge Levy

Funds generated directly from township level tax revenue. These funds are designated to be utilized for any element related to roadway construction or rehabilitation within the FAD only. These funds are not intended to be used on the CR or CSAH system.

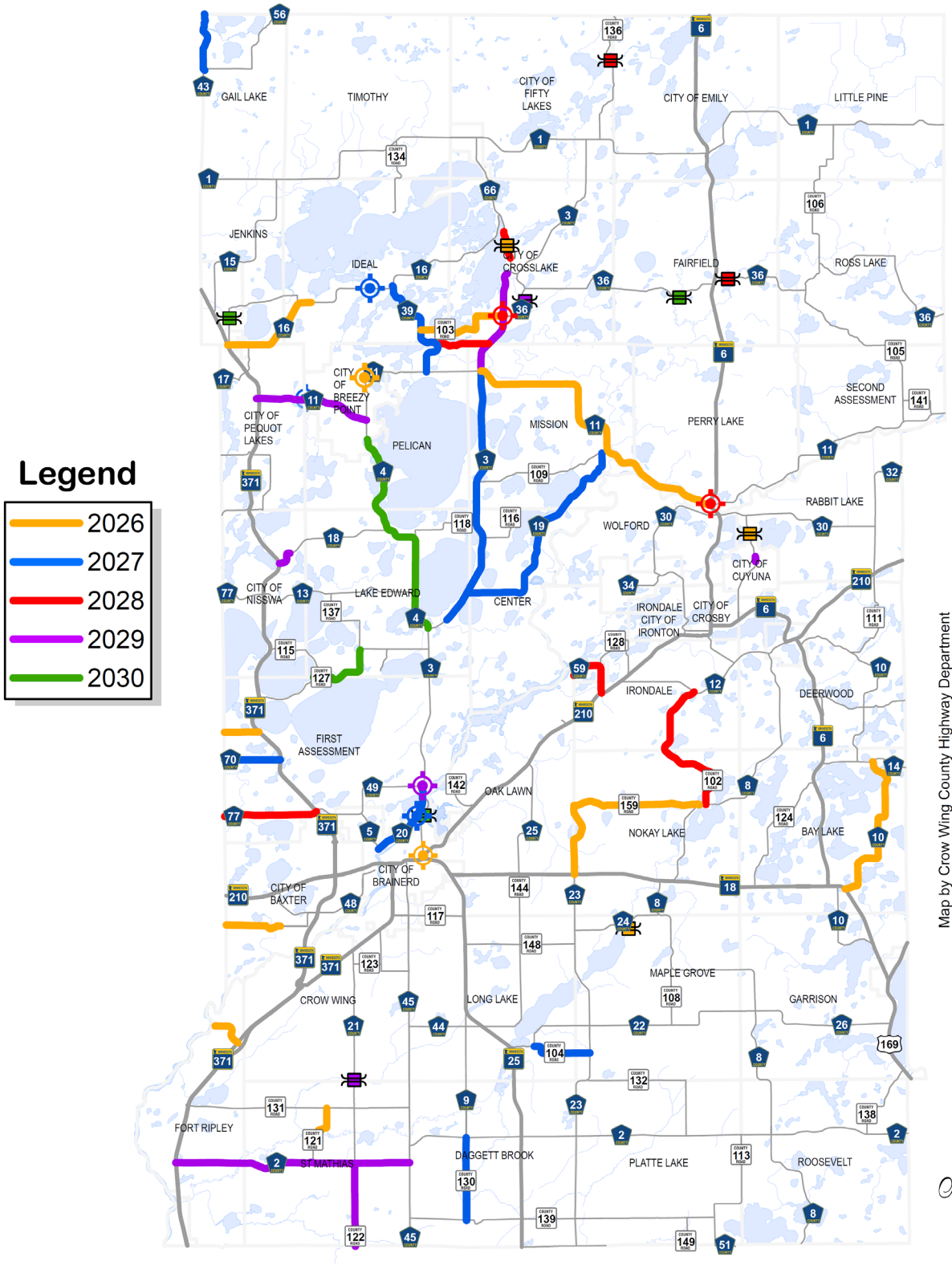
Bridge Bonding

Funding allocated by State legislative action to complete specific bridge construction projects on any County, Township or Municipal roadway within the County. Bridge bonding is normally only allocated after a complete set of bridge design plans has been developed.

2026-2030 Highway Improvement Plan Summary

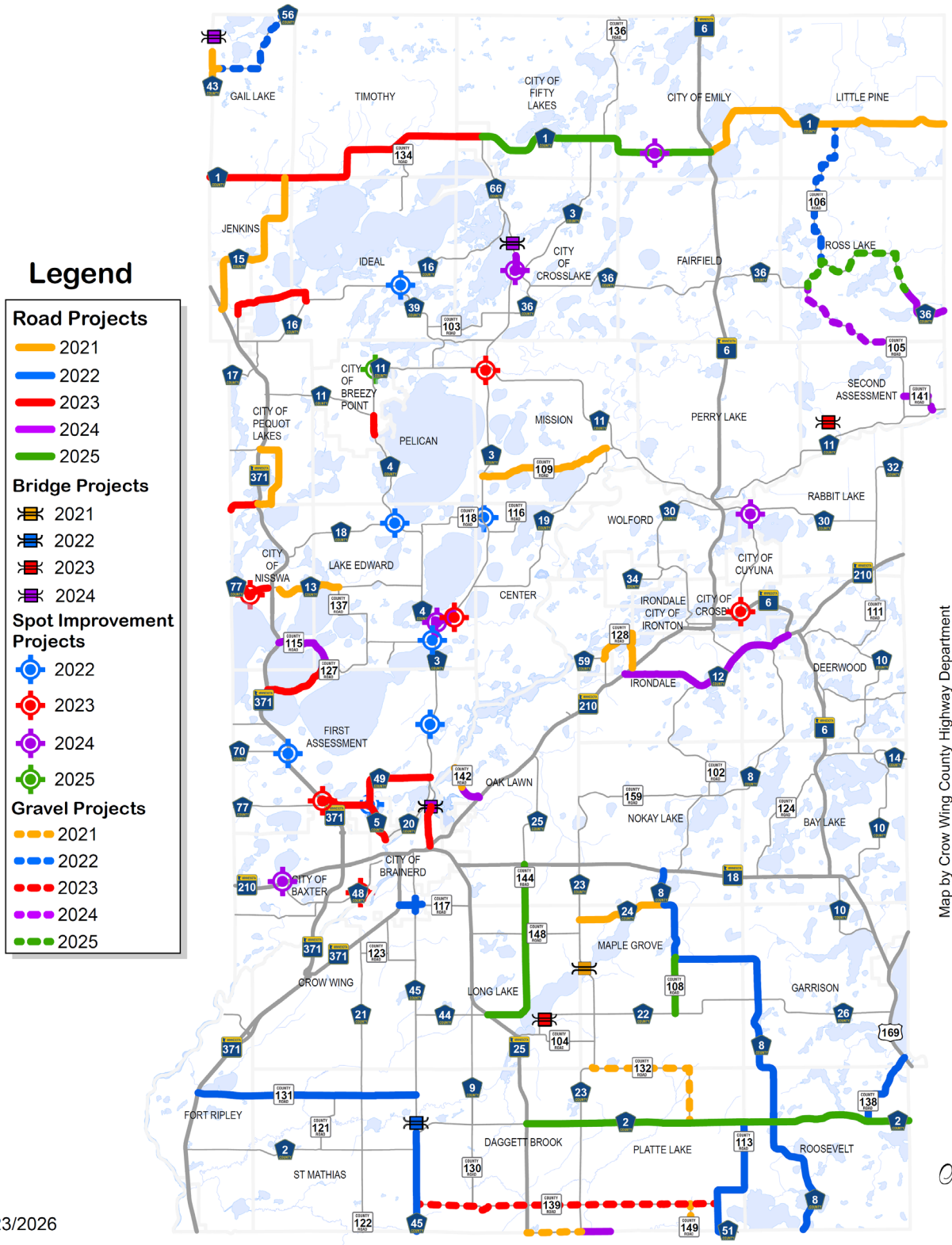
- **$79.3M** Total Investment
- **$8.0M** Federal Transportation Bill
- **$28.3M** County State Aid
- **$0.0** CWC Road & Bridge Levy
- **$2.8M** First Assessment District Road & Bridge Levy
- **$34.1M** Local Sales Tax
- **$1.7M** State Bridge Funding
- **$4.3M** Local Cost Sharing/Partnering
- **132.5** Miles of Roadway Surface Improvements
  - 81.4 Miles County State Aid Highway (One-and Two-Digit Roads)
  - 36.6 Miles County Roads (3 Digit Roads)
  - 14.5 Miles First Assessment District Roads
  - 60.4 Miles Funded by Sales Tax
- **4** Roundabouts
- **6** Bridge Replacements
- **3** Bridge Rehabilitation

CROW WING COUNTY
2026 - 2030 HIGHWAY IMPROVEMENT PLAN



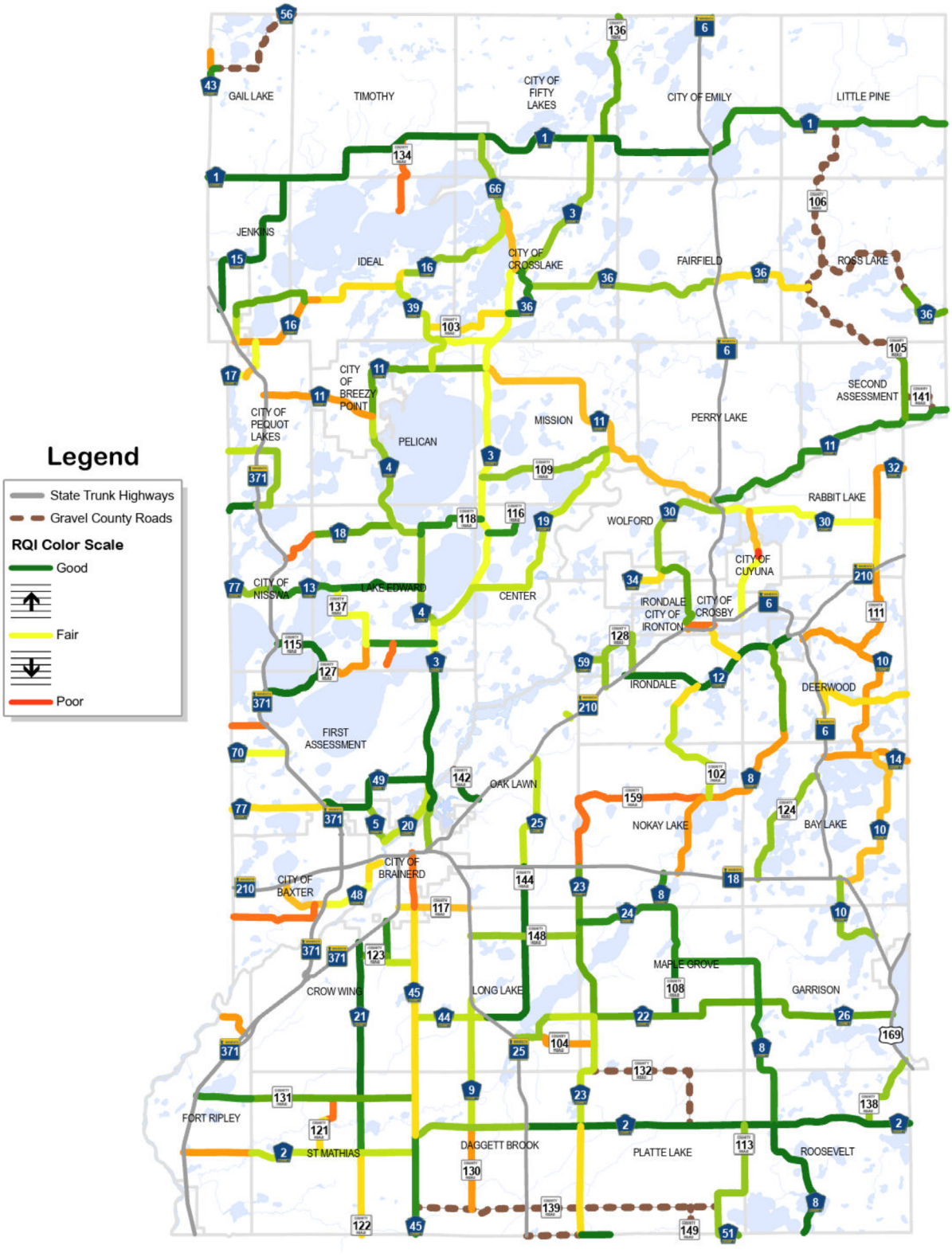
Map by Crow Wing County Highway Department
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State Highways Contact MnDOT at 218-828-5700.

CROW WING COUNTY
2021-2025 COMPLETED PROJECTS

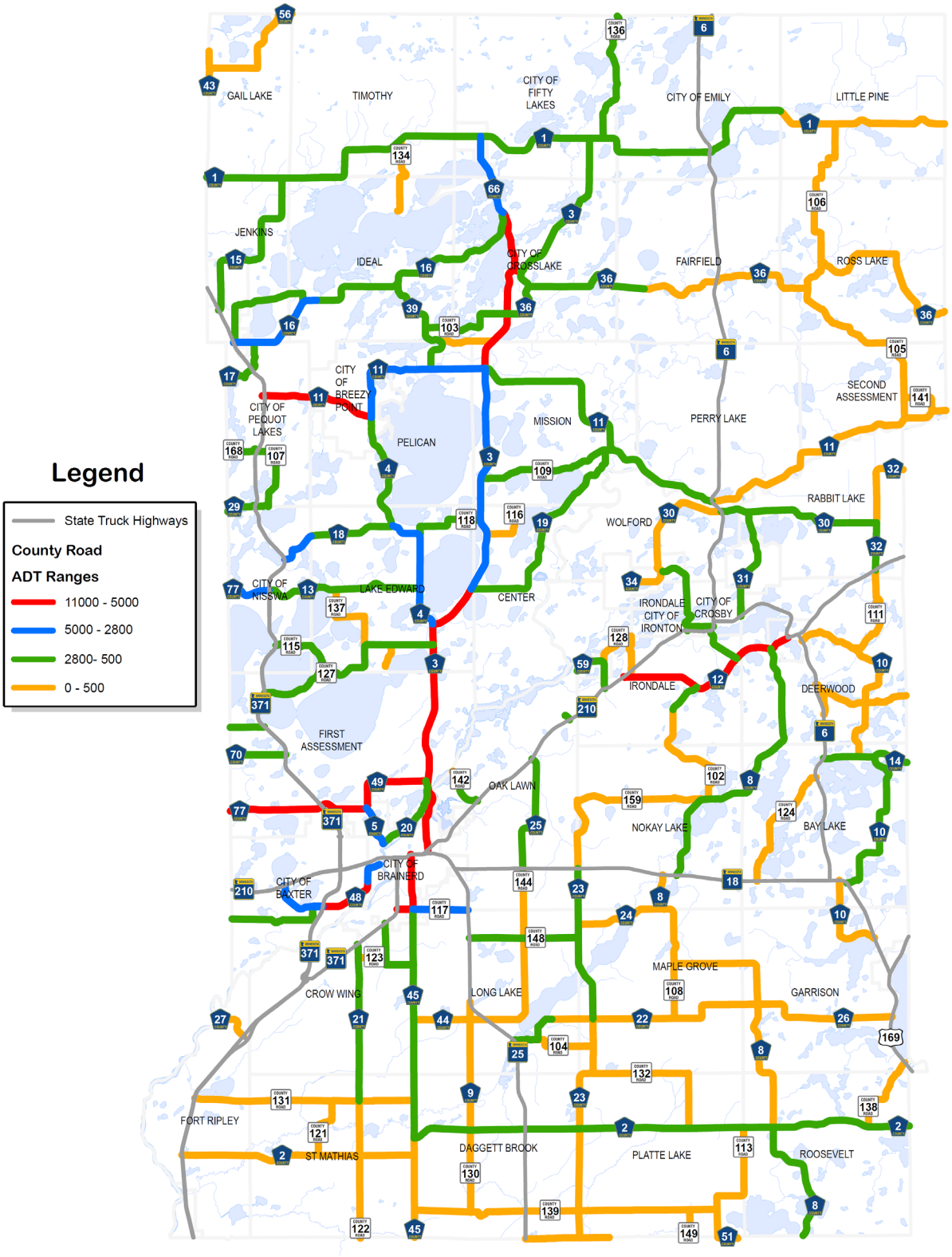


2/23/2026

CROW WING COUNTY
RIDE QUALITIY INDEX

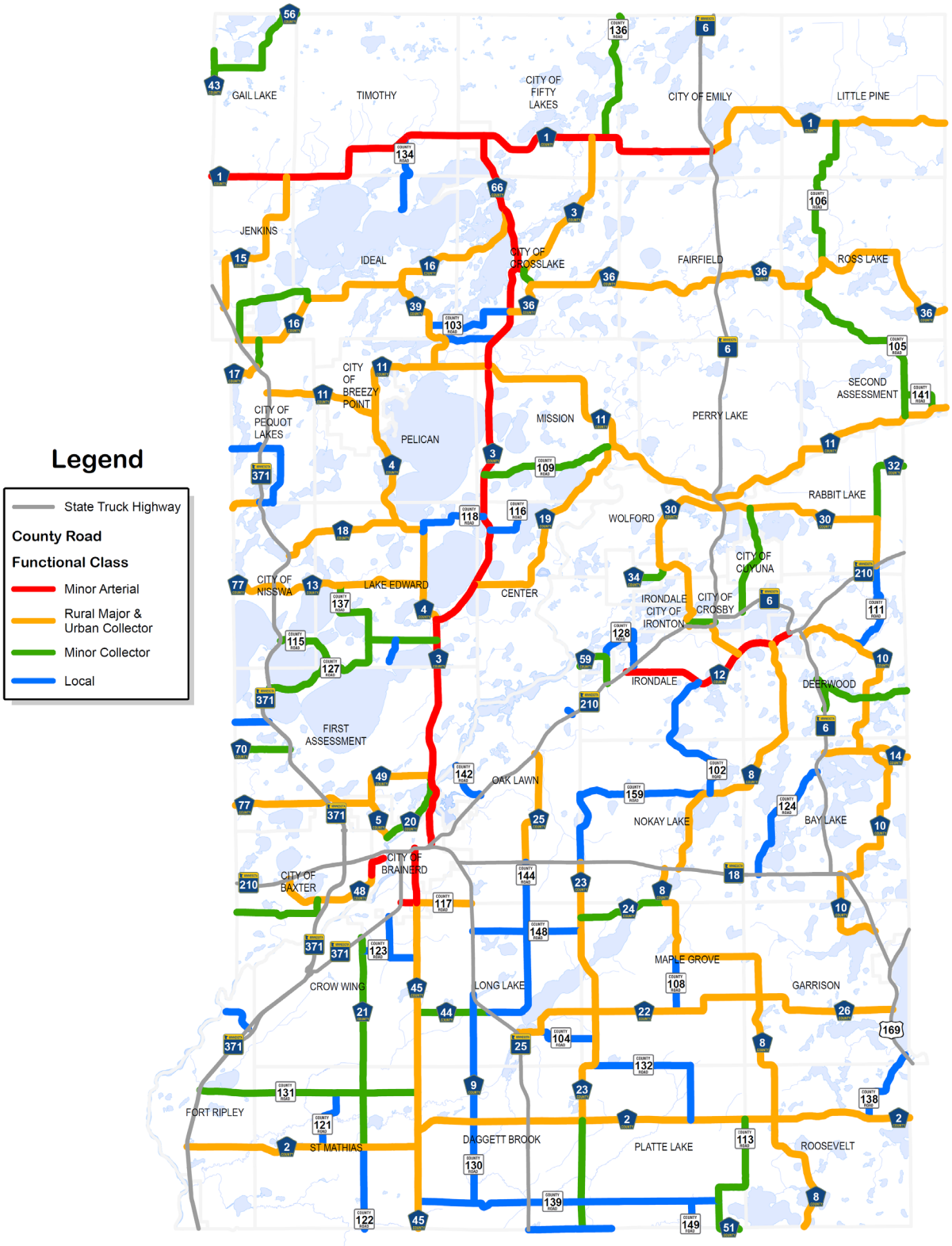


CROW WING COUNTY
AVERAGE DAILY TRAFFIC RANGES



Map by Crow Wing County Highway Department
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
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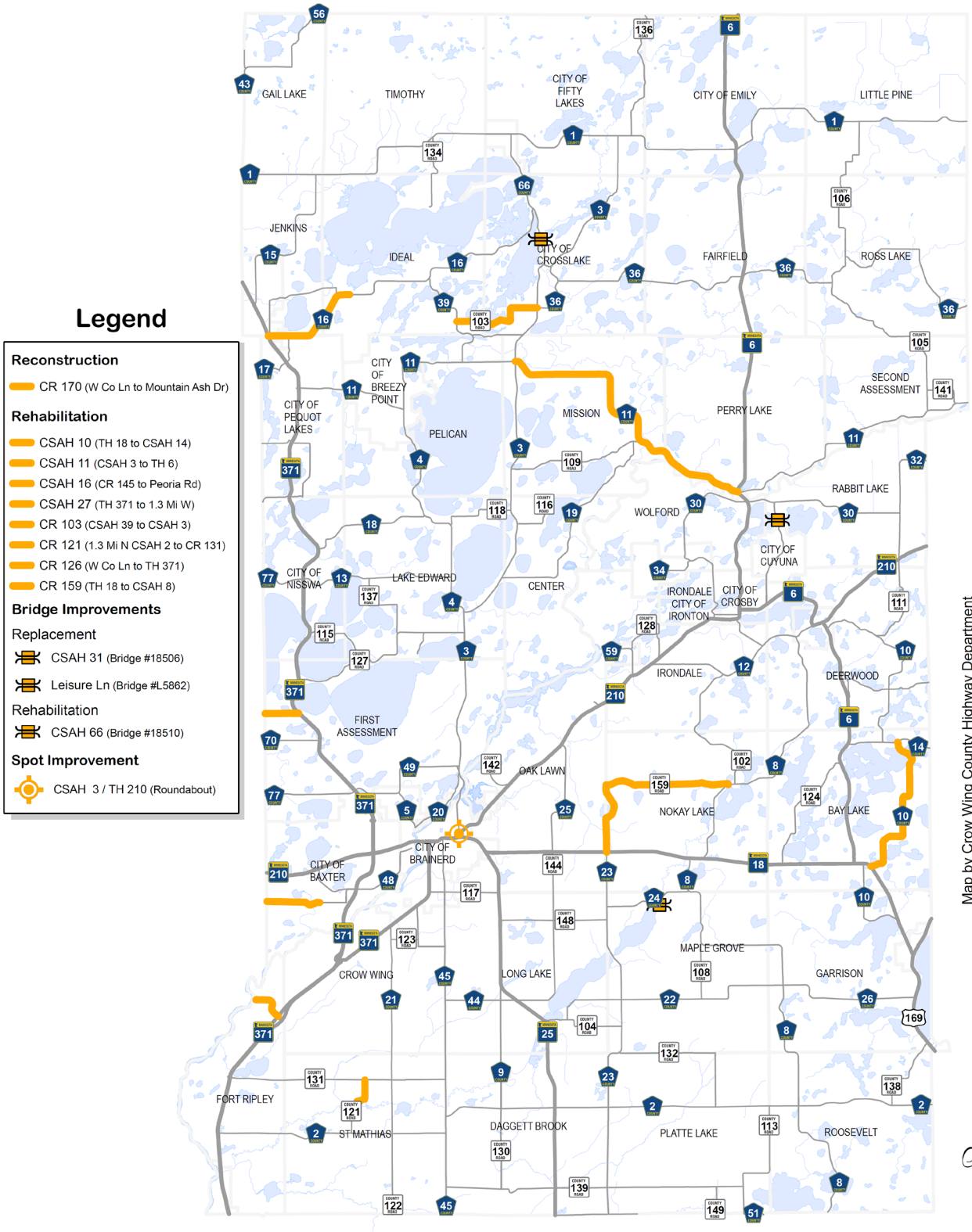
CROW WING COUNTY
FUNCTIONAL CLASS



SUMMARY OF CHANGES SINCE LAST HIP

PROPOSED 2026 PROGRAM			
2026 RESURFACING			
CR 170	18-170-03	Segments Between Mountain Ash and CSAH 48	Removed - Was Micro-surfaced in 2025 as Requested by Baxter
2026 SPOT IMPROVEMENTS			
CSAH 48	018-070-024	Knollwood to Isle Dr Trail Connection - Baxter Led Project	Included an Estimate for Potential County Cost Share
2026 OTHER PROJECTS			
East Bass Lake Rd	018-600-036	Mission Township State Park Road Project	Added - Mission Township Awarded Specialty Funding with Required County Pass Though
CSAH 45	018-645-000	Cost Share for Entrance Road Related to a ROW Turnback	Added - Part of a CSAH 45 Revocation Near Thelen Roofing
2026 RIGHT OF WAY			
FAD 417	18-417-01	Right-of-Way for Theater Road Extension	Moved from 2025 - Waiting on Information from Property Owner
PROPOSED 2027 PROGRAM			
2027 SPOT IMPROVEMENTS			
CSAH 11	018-011-000	Eagle View Elementary Intersection Improvements	Added upon Completion of Traffic Study - Joint Project with Pequot Lakes School District
CSAH 16	018-616-000	Right Turn and Bypass Lane at Ruttger Road	Added as a Request from Ideal Township
CSAH 26	018-626-000	Intersection Lighting at TH 169 with MnDOT Project	Added to Partner with MnDOT TH 169 Project
2027 OTHER PROJECTS			
CSAH 8	018-608-000	Cost Share for CSAH 8 Railroad Crossing Improvement	Added After Receiving Notice from the BNSF Railroad
PROPOSED 2028 PROGRAM			
2028 SPOT IMPROVEMENTS			
CSAH 12	018-612-000	Local Share of MnDOT Deerwood Project	Added after MnDOT Expressed Desire to Improve CSAH 12/TH 210 Intersection
2028 RIGHT OF WAY			
CSAH 3	018-603-000	CSAH 3/CSAH 49 Intersection	Added Due to Potential Need for 2029 Project
CSAH 21	018-621-000	Bridge 92547 - Hay Creek	Added Due to Potential Need for 2029 Project
PROPOSED 2029 PROGRAM			
2029 SPOT IMPROVEMENTS			
Misc.	018-090-009	City of Pequot Lakes Sidewalks - Safe Routes to School	Added - Pequot Lakes Awarded Specialty Funding Requiring County Pass Though
Various	018-070-028	Intersection Lighting at Various Locations	Added - Project Was Awarded Federal Funding
2029 OTHER PROJECTS			
CSAH 30	018-630-000	Placeholder for MnDOT Partner Project	Moved to 2030 to Align with MnDOT's Proposed Schedule

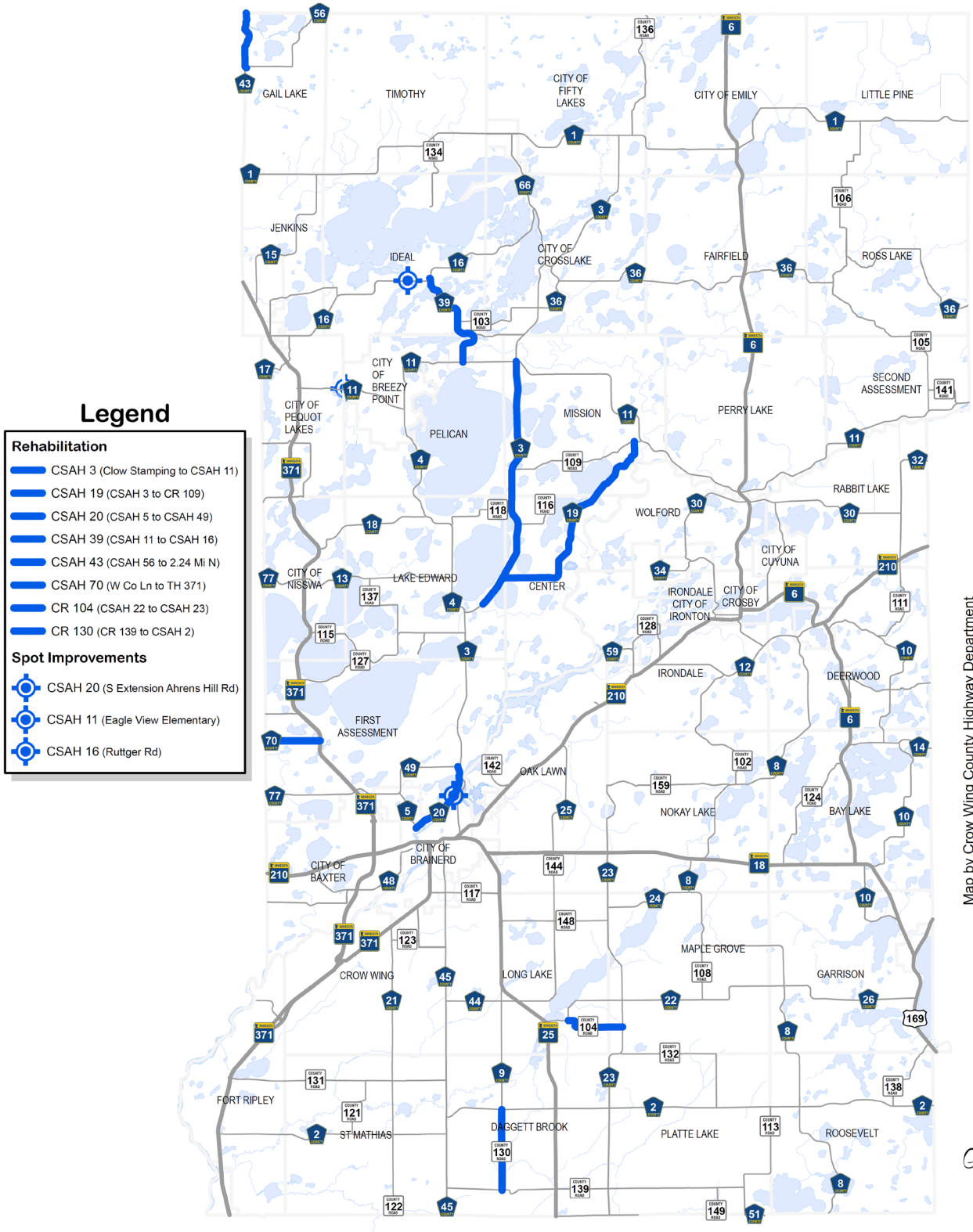
CROW WING COUNTY
2026 HIGHWAY IMPROVEMENT PLAN



PROPOSED 2026 PROGRAM

2026 FUNDING COMMITMENTS FOR FUTURE PROJECTS			
CSAH 3	018-003-000	★	Mill Avenue Bridge #6518 Planning and Design
2026 RECONSTRUCTION			
CR 170	18-170-03	★	Reconstruction from Cass County to Mountain Ash
2026 RESURFACING			
CSAH 10	018-610-011		TH 18 to CSAH 14
CSAH 11	018-611-030		CSAH 3 to TH 6
CSAH 16	018-616-020		CR 145 to Peoria Road
CSAH 27	018-627-005		TH 371 to 1.3 Miles West
CR 103	18-103-04	★	CSAH 39 to CSAH 3
CR 121	18-121-06	★	1.3 Miles North of CSAH 2 to CR 131
CR 126	18-126-04	★	West County Line to TH 371
CR 159	18-159-03	★	TH 18 to CSAH 8
2026 BRIDGE IMPROVEMENTS			
CSAH 31	018-631-007		Replace Bridge 18506 over Rabbit Lake Narrows
CSAH 66	018-666-003		Rehabilitation of Bridge 18510
Leisure Ln.	018-599-036		Replace Maple Grove Township Bridge #L5862
2026 SPOT IMPROVEMENTS			
CSAH 11	018-011-017	★	Buschmann Road Intersection Improvements
CSAH 26	018-626-000	★	Intersection Lighting at TH 169 with MnDOT Project
CSAH 48	018-648-014	★	Reimburse Baxter for 2023 Roundabout at Cypress Drive
CSAH 48	018-070-024	★	Trail Connections on CSAH 48 - Baxter Led Project
2026 OTHER PROJECTS			
Co. Wide	18-200-145	★	Annual Pavement Marking Project
Co. Wide	18-200-140	★	Preventative Maintenance Surface Treatments
Co. Wide	18-200-142	★	Culvert Lining Project
Co. Wide	018-200-169	★	Tree Clearing Contract for 2026 Projects
E. Bass Lake	018-600-036		Mission Township State Park Road Project
Various	TBD	★	TH 210 (Washington Street) Cost Share
CSAH 45	018-645-000	★	Cost Share for Entrance Road Related to a ROW Turnback
Co. Wide	Various	★	Potential Contract Incentives
2026 ENGINEERING			
Co. Wide	Various	★	Engineering
CSAH 3	018-603-000	★	Intersection Control Evaluation at CSAH 3/CSAH 49
CSAH 11	018-011-018	★	Eagle View Elementary Engineering Study
2026 RIGHT-OF-WAY			
FAD 417	18-417-01	★	Right-of-Way for Theater Road Extension (50%)

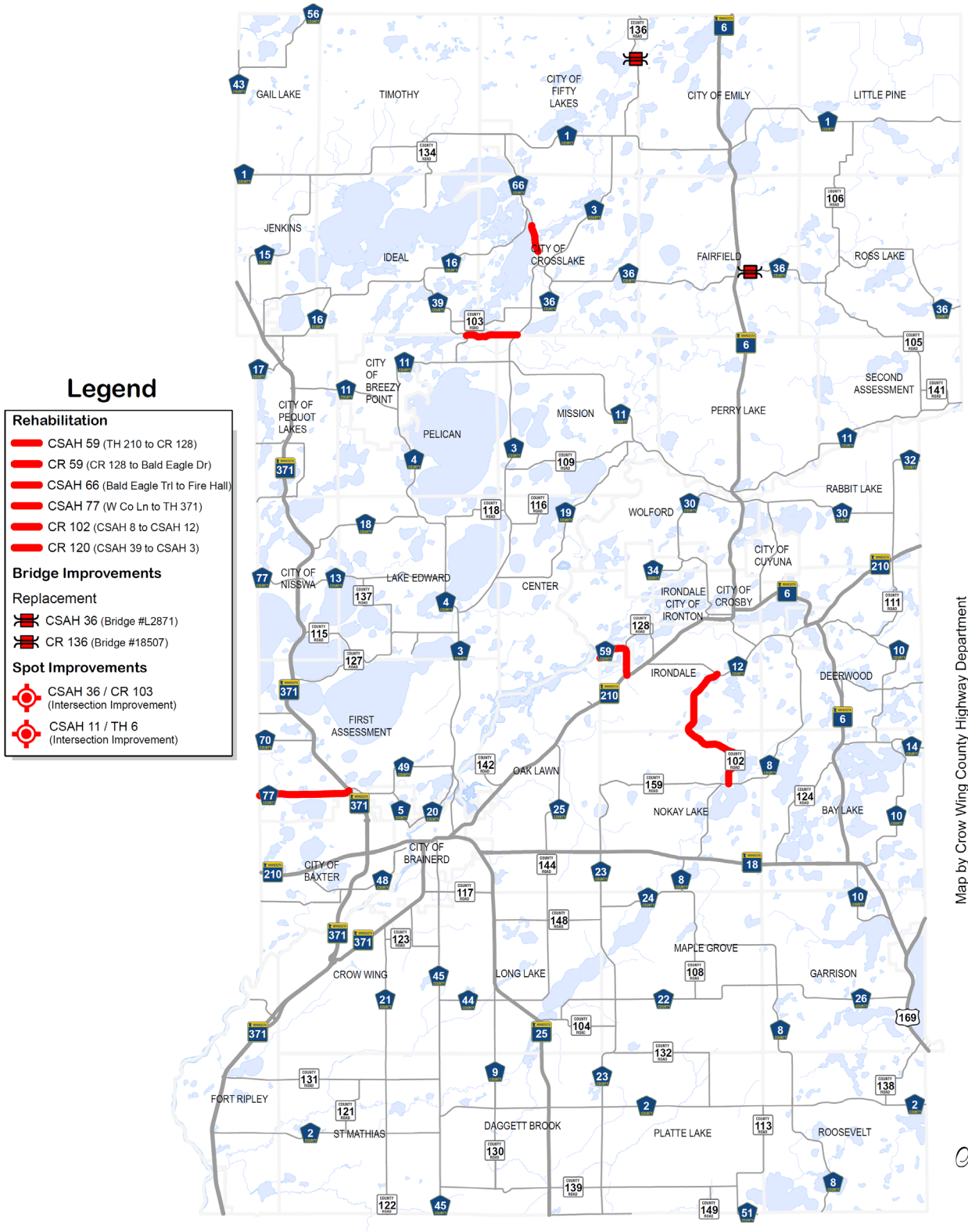
CROW WING COUNTY
2027 HIGHWAY IMPROVEMENT PLAN



PROPOSED 2027 PROGRAM

2027 FUNDING COMMITMENTS FOR FUTURE PROJECTS			
CSAH 3	018-003-000	★	Mill Avenue Bridge #6518 Planning and Design
2027 RECONSTRUCTION			
			None
2027 RESURFACING			
CSAH 3	018-603-028	★	Clow Stamping to CSAH 11
CSAH 19	018-619-004		CSAH 3 to CR 109
CSAH 20	018-620-013		CSAH 5 to CSAH 49
CSAH 39	018-639-005		CSAH 11 to CSAH 16
CSAH 43	018-643-005	★	CSAH 56 to 2.24 Miles North
CSAH 70	018-670-001	★	West County Line to TH 371
CR 104	18-104-02	★	CSAH 23 to CSAH 22
CR 130	18-130-04	★	CR 139 to CSAH 2
2027 BRIDGE IMPROVEMENTS			
CSAH 9	018-609-001	★	Resurface Bridge #18520 Deck
2027 SPOT IMPROVEMENTS			
FAD 345	18-345-01	★	Ahrens Hill South Extension
Various	018-070-023	★	Centerline Rumble Strips - Includes 018-070-026
CSAH 3	018-070-027		City of Crosslake Trail Adjacent to CSAH 3
CSAH 11	018-011-000	★	Eagle View Elementary Intersection Improvements
CSAH 16	018-616-000	★	Right Turn and Bypass Lane at Ruttger Road
2027 OTHER PROJECTS			
Co. Wide	018-200-173	★	Annual Pavement Marking Project
Co. Wide	018-200-174	★	Preventative Maintenance Surface Treatments
Co. Wide	018-200-175	★	Culvert Lining Project
CSAH 8	018-608-000	★	Cost share for CSAH 8 RR Crossing
CSAH 29	018-629-000	★	Placeholder for TH 371/CSAH 29/CR 107 Intersection
Co. Wide	Various	★	Potential Contract Incentives
2027 ENGINEERING			
Co. Wide	Various	★	Engineering
2027 RIGHT-OF-WAY			
CSAH 3	018-603-029		Intersection Improvements at CSAH 36/CR 103
CSAH 11	018-611-031		Intersection Improvements at TH 6/CSAH 11
CSAH 36	018-636-022		CSAH 36 Bridge #L2871
CR 136	018-136-003	★	CR 136 Bridge #18507

CROW WING COUNTY
2028 HIGHWAY IMPROVEMENT PLAN

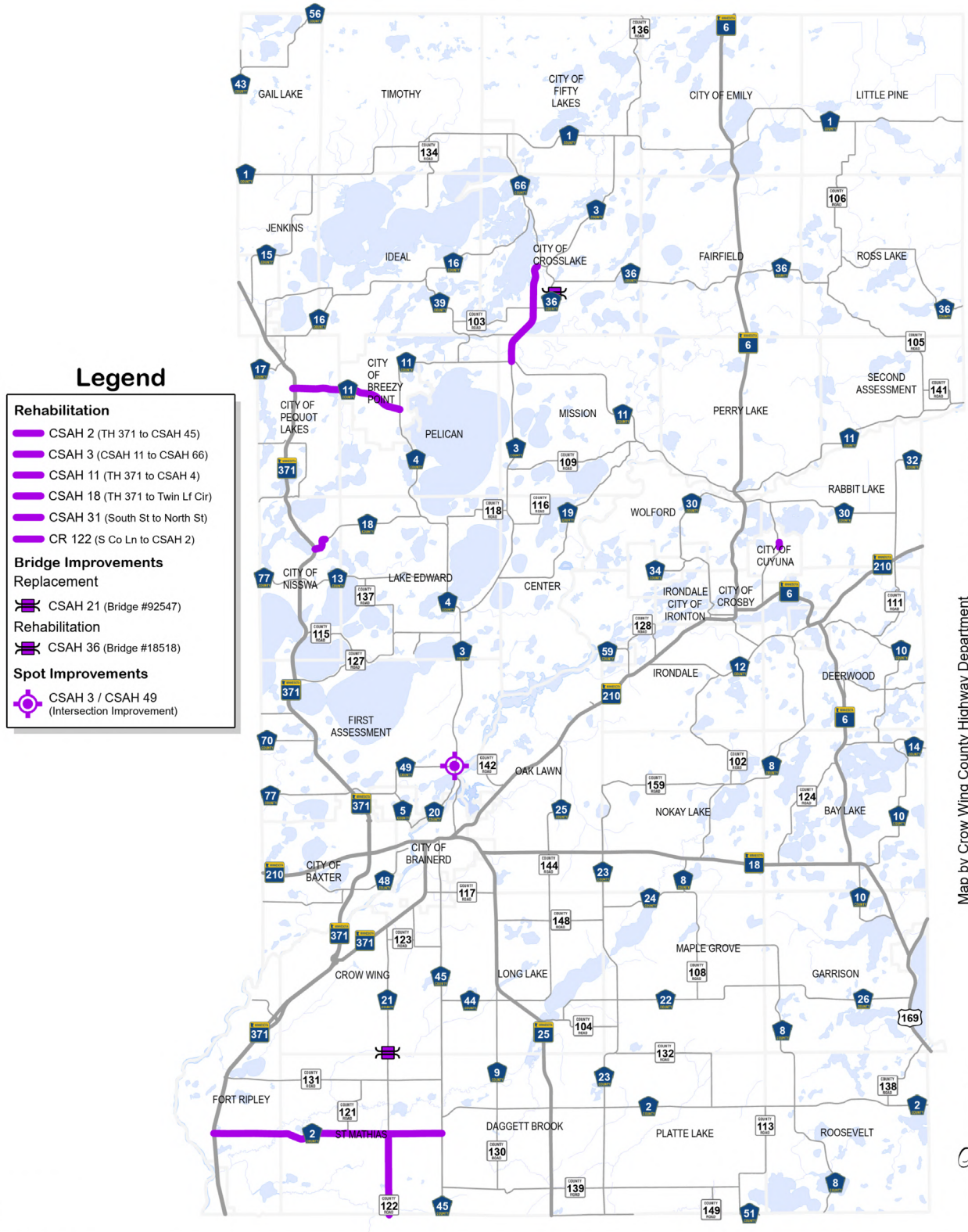


Map by Crow Wing County Highway Department
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State Highways Contact MnDOT at 218-828-5700.

PROPOSED 2028 PROGRAM

2028 FUNDING COMMITMENTS FOR FUTURE PROJECTS			
CSAH 3	018-003-000	★	Mill Avenue Bridge #6518 Planning and Design
2028 RECONSTRUCTION			
CSAH 3	018-603-029		Intersection Improvements at CSAH 36/CR 103
CSAH 11	018-611-031		Intersection Improvements at TH 6/CSAH 11
2028 RESURFACING			
CSAH 59	018-659-002		TH 210 to CR 128
CR 59	018-059-003	★	CR 128 to Bald Eagle Drive
CSAH 66	018-666-005		Bald Eagle Trail to Fire Hall
CSAH 77 S.	018-677-010		West County Line to TH 371
CR 102	18-102-009	★	CSAH 8 to CSAH 12
CR 120	18-120-002	★	CSAH 39 to CSAH 3
2028 BRIDGE IMPROVEMENTS			
CSAH 36	018-636-022		Replace Bridge #L2871 over Mud Brook
CR 136	018-136-003	★	Replace Bridge #18507 over Crooked Creek
2028 SPOT IMPROVEMENTS			
CSAH 12	018-612-000	★	Local share of MnDOT Deerwood Project
2028 OTHER PROJECTS			
Co. Wide	018-200-176	★	Annual Pavement Marking Project
Co. Wide	018-200-177	★	Preventative Maintenance Surface Treatments
Co. Wide	018-200-178	★	Culvert Lining Project
CSAH 39	018-639-005		Federal AC Payback from 2027 Project
Co. Wide	Various	★	Potential Contract Incentives
2028 ENGINEERING			
Co. Wide	Various	★	Engineering
2028 RIGHT-OF-WAY			
CSAH 3	018-603-030	★	CSAH 3/CSAH 49 intersection
CSAH 21	018-621-021		Bridge #92547 - Hay Creek

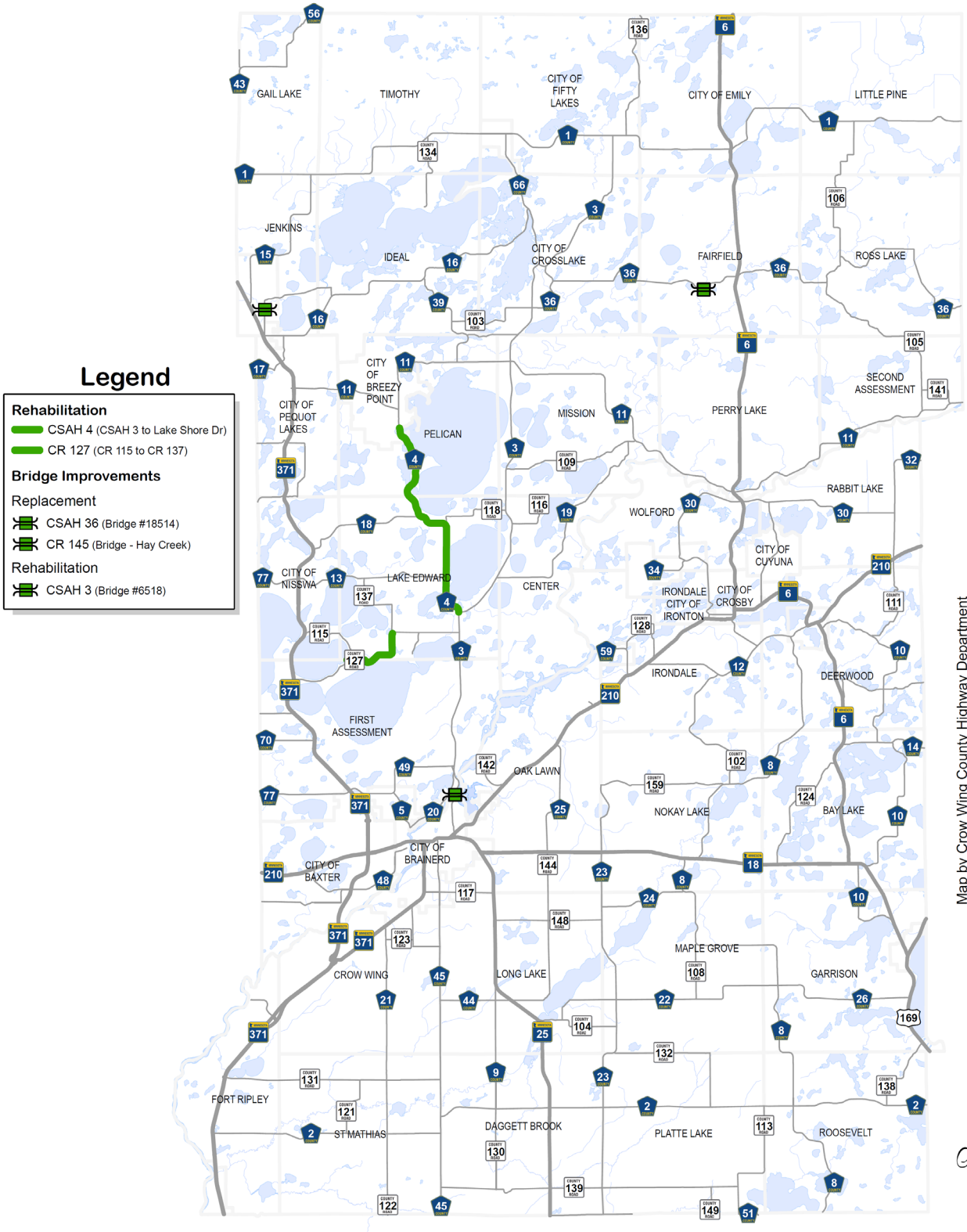
CROW WING COUNTY
2029 HIGHWAY IMPROVEMENT PLAN



PROPOSED 2029 PROGRAM

2029 FUNDING COMMITMENTS FOR FUTURE PROJECTS			
CSAH 3	018-003-000	★	Mill Avenue Bridge #6518 Planning and Design
2029 RECONSTRUCTION			
CSAH 3	018-603-030	★	Replace CSAH 3/CSAH 49 Signal with Roundabout
2029 RESURFACING			
CSAH 2	018-602-030		TH 371 to CSAH 45
CSAH 3	018-603-031	★	CSAH 11 to CSAH 66
CSAH 11	018-611-032		TH 371 to CSAH 4
CSAH 31	018-631-008	★	South Street to North Street
CSAH 18	018-618-011		TH 371 to Twin Leaf Circle
CR 122	018-122-002	★	South County Line to CSAH 2
2029 BRIDGE IMPROVEMENTS			
CSAH 21	018-621-021		Replace Bridge #92547 - Hay Creek
CSAH 36	018-636-011	★	Bridge Deck Rehabilitation on Bridge #18518
2029 SPOT IMPROVEMENTS			
Misc.	018-090-009		City of Pequot Lakes Sidewalks - Safe Routes to School
Various	018-070-028	★	Intersection Lighting at Various Locations
2029 OTHER PROJECTS			
Co. Wide	18-200-179	★	Annual Pavement Marking Project
Co. Wide	18-200-180	★	Preventative Maintenance Surface Treatments
Co. Wide	18-200-181	★	Culvert Lining Project
Co. Wide	Various	★	Potential Contract Incentives
2029 ENGINEERING			
Co. Wide	Various	★	Engineering
2029 RIGHT-OF-WAY			
CSAH 36	018-636-000		Replace Bridge #18514 - Little Pine River
CR 145	018-145-000	★	Replace Culvert at Hay Creek

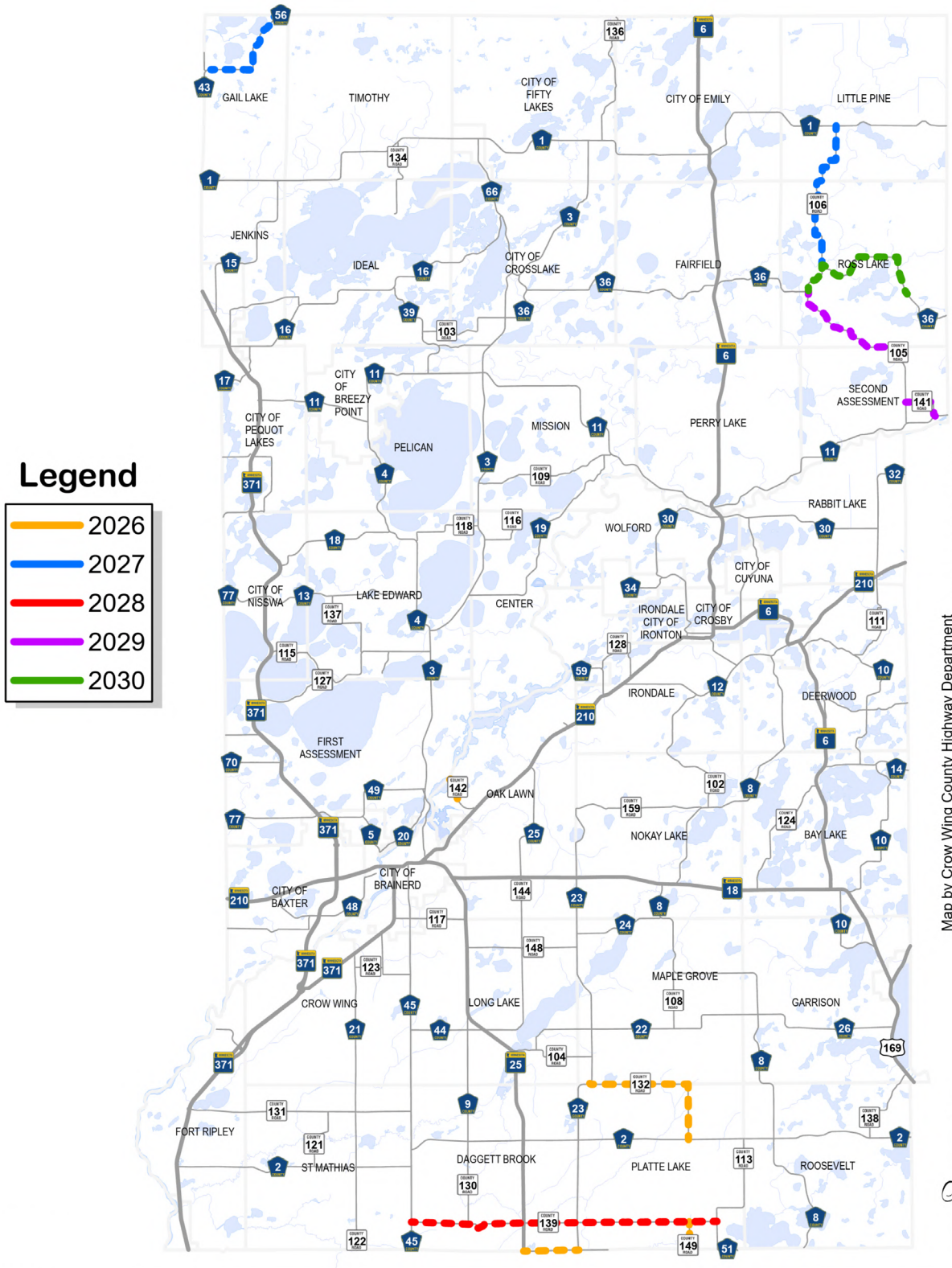
CROW WING COUNTY
2030 HIGHWAY IMPROVEMENT PLAN



PROPOSED 2030 PROGRAM

2030 FUNDING COMMITMENTS FOR FUTURE PROJECTS			
CSAH 3	018-003-000	★	Mill Avenue Bridge #6518 Planning and Design
2030 RECONSTRUCTION			
			None
2030 RESURFACING			
CSAH 4	018-604-000	★	CSAH 3 to Lakeshore Drive
CR 127	018-127-000	★	CR 115 to CR 137
2030 BRIDGE IMPROVEMENTS			
CSAH 3	018-603-000	★	Mill Avenue Bridge #6518 Rehabilitation
CSAH 36	018-636-000		Replace Bridge #18514 - Little Pine River
CR 145	018-145-000	★	Replace culvert at Hay Creek
2030 SPOT IMPROVEMENTS			
			None
2030 OTHER PROJECTS			
Co. Wide	18-200-000	★	Annual Pavement Marking Project
Co. Wide	18-200-000	★	Preventative Maintenance Surface Treatments
Co. Wide	18-200-000	★	Culvert Lining Project
CSAH 2	018-602-000		Federal AC Payback from 2029 Project
CSAH 30	018-630-000		Placeholder for MnDOT Partner Project
TH 6	018-200-000	★	Cost Share with MnDOT TH 6 Project - TH 18 to TH 210
Co. Wide	Various	★	Potential Contract Incentives
2030 ENGINEERING			
Co. Wide	Various	★	Engineering
2030 RIGHT-OF-WAY			
			None

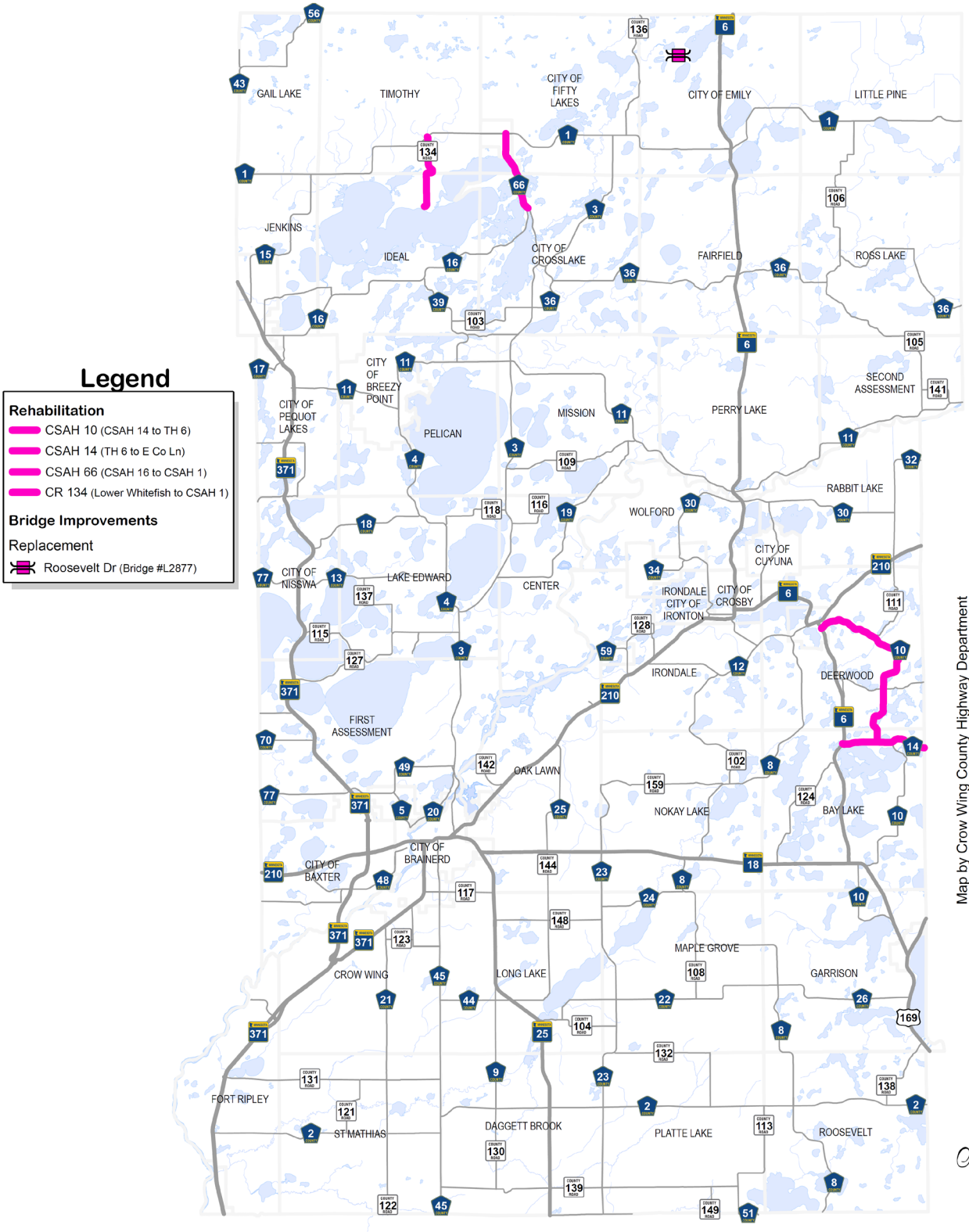
CROW WING COUNTY
2026 - 2030 GRAVELING



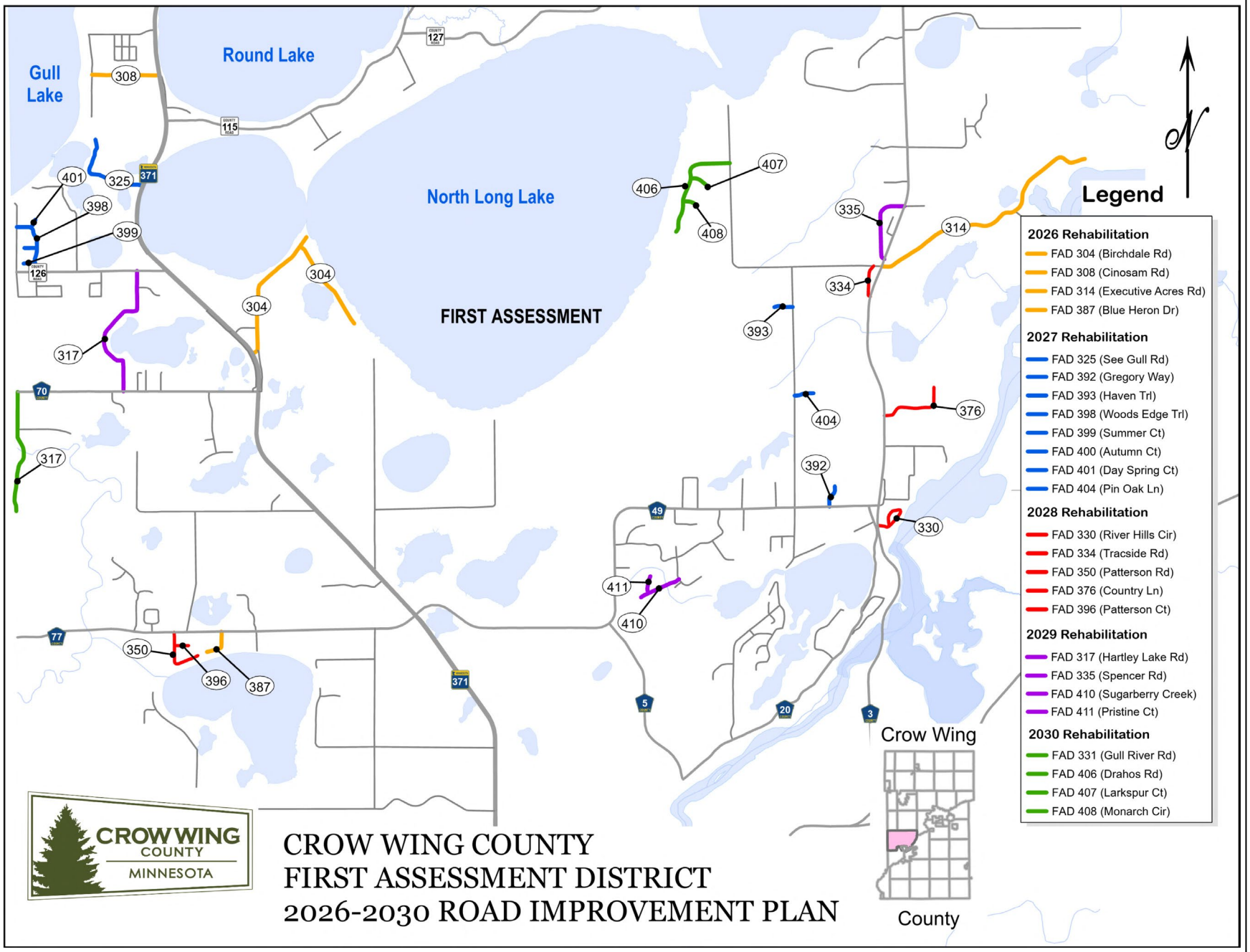
County Gravel Road Improvement Plan

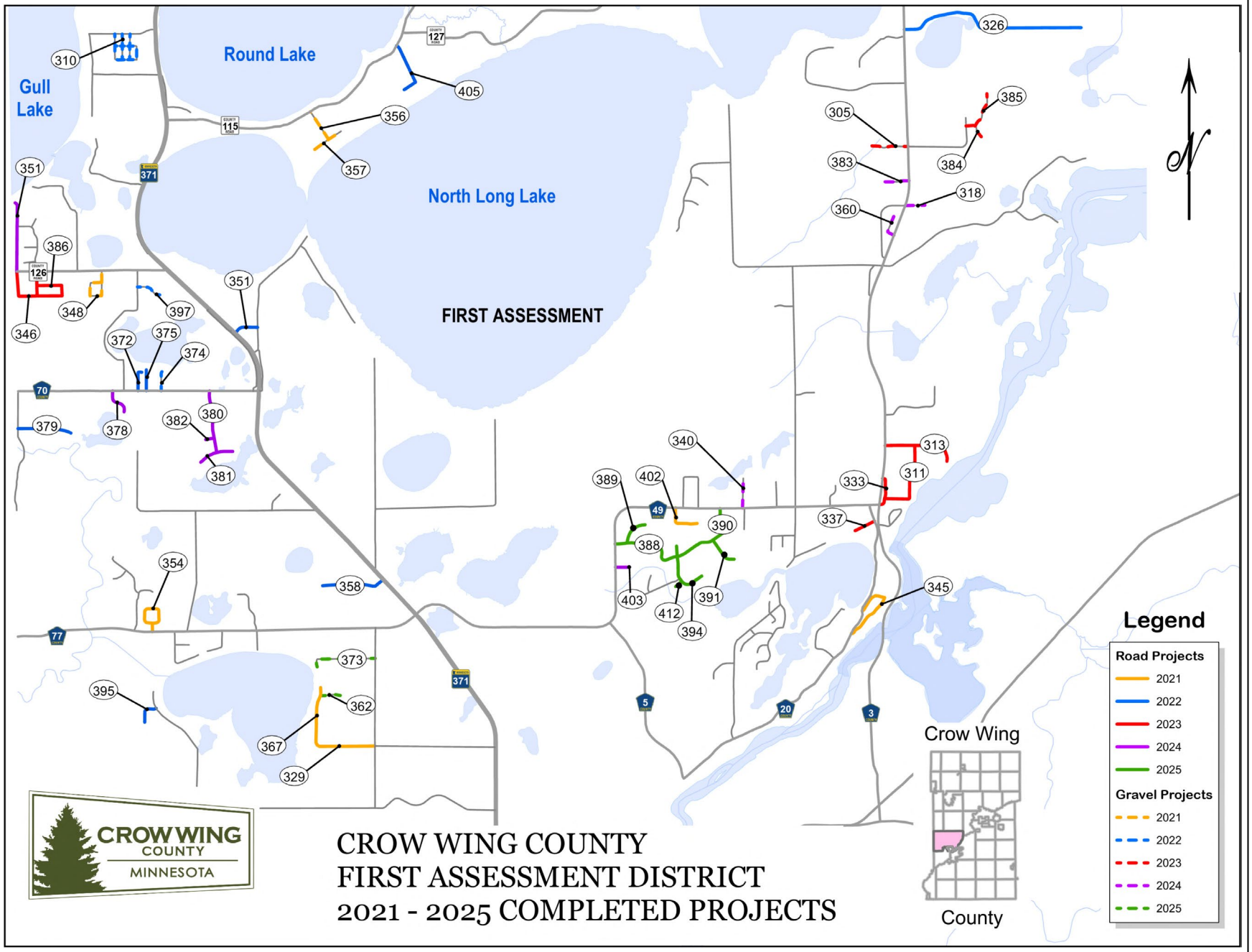
PROPOSED 2026 GRAVELING	
CR 129	State Hwy 25 to CSAH 23
CR 132	CSAH 2 to CSAH 23
CR 142	County Hwy Department to French Rapids
CR 149	CR 139 to South County Line
PROPOSED 2027 GRAVELING	
CR 106	CSAH 36 to CSAH 1
CSAH 56	0.2 Miles North CSAH 43 to North County Line
PROPOSED 2028 GRAVELING	
CR 139	CSAH 45 to CR 113
PROPOSED 2029 GRAVELING	
CR 105	McNeal Road to CSAH 36
CR 141	CR 105 to CSAH 11
PROPOSED 2030 GRAVELING	
CSAH 36	CR 105 to CR 106
CSAH 36	CR 106 to Cuyuna Trail

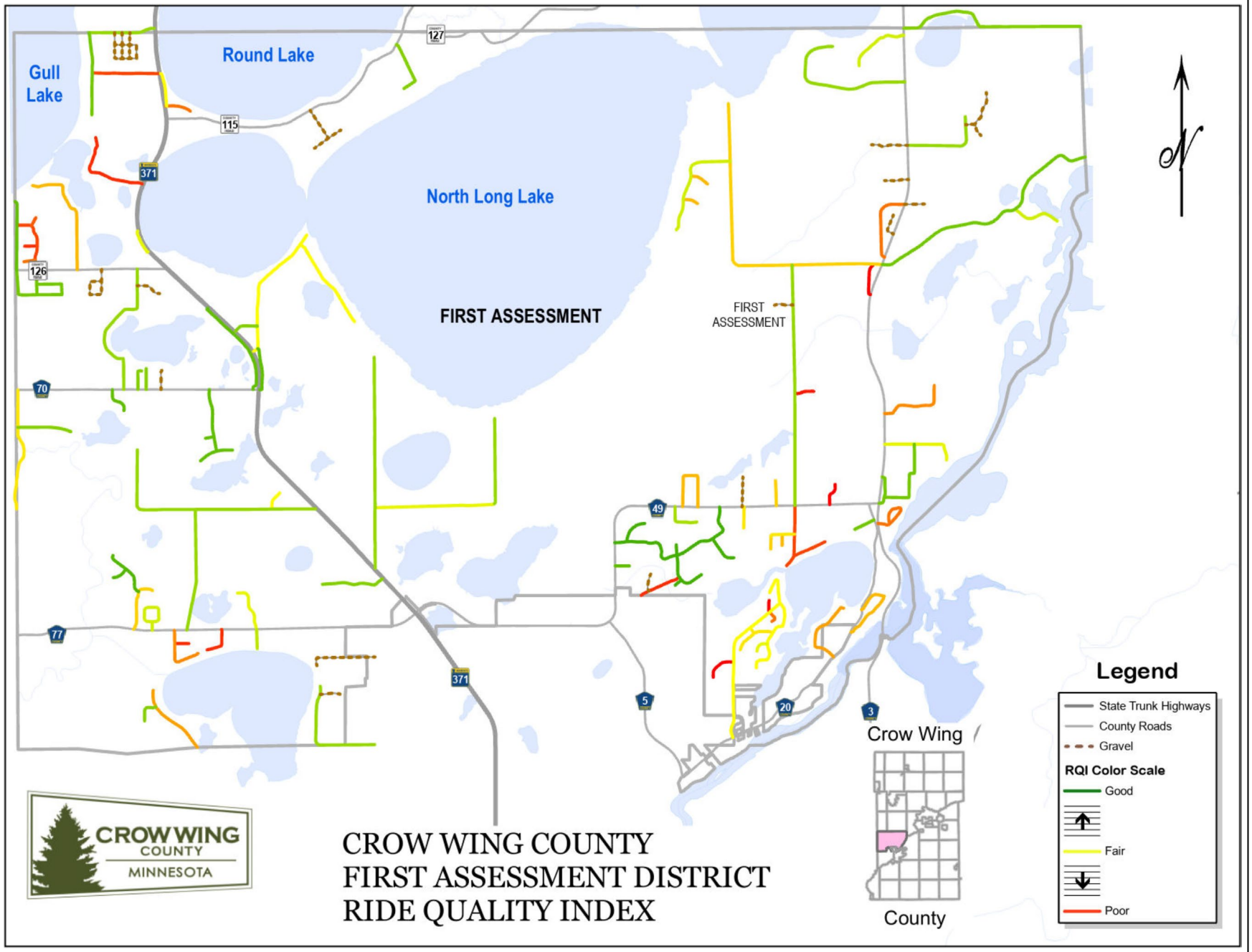
CROW WING COUNTY
2031+ HIGHWAY IMPROVEMENT PLAN



Notes


Gull Lake
Round Lake
North Long Lake
FIRST ASSESSMENT
308
127
115
401
325
371
398
399
126
304
304
317
317
70
77
350
396
387
371
406
407
408
335
314
334
393
404
376
392
330
49
411
410
5
20
3
Legend
2026 Rehabilitation
FAD 304 (Birchdale Rd)
FAD 308 (Cinosam Rd)
FAD 314 (Executive Acres Rd)
FAD 387 (Blue Heron Dr)
2027 Rehabilitation
FAD 325 (See Gull Rd)
FAD 392 (Gregory Way)
FAD 393 (Haven Trl)
FAD 398 (Woods Edge Trl)
FAD 399 (Summer Ct)
FAD 400 (Autumn Ct)
FAD 401 (Day Spring Ct)
FAD 404 (Pin Oak Ln)
2028 Rehabilitation
FAD 330 (River Hills Cir)
FAD 334 (Tracside Rd)
FAD 350 (Patterson Rd)
FAD 376 (Country Ln)
FAD 396 (Patterson Ct)
2029 Rehabilitation
FAD 317 (Hartley Lake Rd)
FAD 335 (Spencer Rd)
FAD 410 (Sugarberry Creek)
FAD 411 (Pristine Ct)
2030 Rehabilitation
FAD 331 (Gull River Rd)
FAD 406 (Drahos Rd)
FAD 407 (Larkspur Ct)
FAD 408 (Monarch Cir)
Crow Wing
County
CROW WING COUNTY
MINNESOTA
CROW WING COUNTY
FIRST ASSESSMENT DISTRICT
2026-2030 ROAD IMPROVEMENT PLAN


Round Lake
Gull Lake
North Long Lake
FIRST ASSESSMENT
310
405
127
356
357
115
371
351
386
126
348
346
397
351
372
375
374
70
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382
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354
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373
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395
367
329
340
389
402
49
390
388
403
412
391
394
326
385
305
384
383
318
360
313
311
333
337
345
Legend
Road Projects
2021
2022
2023
2024
2025
Gravel Projects
2021
2022
2023
2024
2025
Crow Wing
County
CROW WING COUNTY
MINNESOTA
CROW WING COUNTY
FIRST ASSESSMENT DISTRICT
2021 - 2025 COMPLETED PROJECTS


Gull Lake
Round Lake
North Long Lake
FIRST ASSESSMENT
FIRST ASSESSMENT
127
115
371
126
70
49
77
371
5
20
3
CROW WING COUNTY MINNESOTA
CROW WING COUNTY
FIRST ASSESSMENT DISTRICT
RIDE QUALITY INDEX
Crow Wing
County
Legend
State Trunk Highways
County Roads
Gravel
RQI Color Scale
Good
Fair
Poor

FAD PROPOSED 2026 PROGRAM

2026 RESURFACING		
FAD 304	18-300-38	Resurfacing Birchdale Rd from BIR to Simko Dr.
FAD 308	18-300-38	Resurfacing Cinosam Road
FAD 314	18-300-38	Resurfacing Executive Acres Road
FAD 387	18-300-38	Resurfacing Blue Heron Drive
Local	18-300-31	Local Partner Projects
2026 OTHER PROJECTS		
FAD Wide	18-300-00	Annual Pavement Marking Project
FAD 311	18-300-48	Seal Coat Dewes Road
FAD 313	18-300-48	Seal coat Ebinger Road
FAD 333	18-300-48	Seal Coat Memorial Gardens Road
FAD 337	18-300-48	Seal Coat Gilbert Shores Drive North
FAD 346	18-300-48	Seal Coat Shady Lane
FAD 386	18-300-48	Seal Coat Woodlawn Street
FAD 417	18-300-48	Seal Coat Theater Road
Leisure Ln.	018-000-000	Replace Maple Grove Township Bridge #L5862
2026 ENGINEERING		
FAD Wide	Various	FAD Engineering

FAD PROPOSED 2027 PROGRAM

2027 RESURFACING		
FAD 325	18-300-00	Resurfacing See Gull Road
FAD 392	18-300-00	Resurfacing Gregory Way
FAD 393	18-300-00	Resurfacing Haven Trail
FAD 398	18-300-00	Resurfacing Woods Edge Trail
FAD 399	18-300-00	Resurfacing Summer Court
FAD 400	18-300-00	Resurfacing Autumn Court
FAD 401	18-300-00	Resurfacing Day Spring Court
FAD 404	18-300-00	Resurfacing Pin Oak Lane
2027 OTHER PROJECTS		
FAD Wide	18-300-00	Annual Pavement Marking Project
2027 ENGINEERING		
FAD Wide	Various	FAD Engineering

FAD PROPOSED 2028 PROGRAM

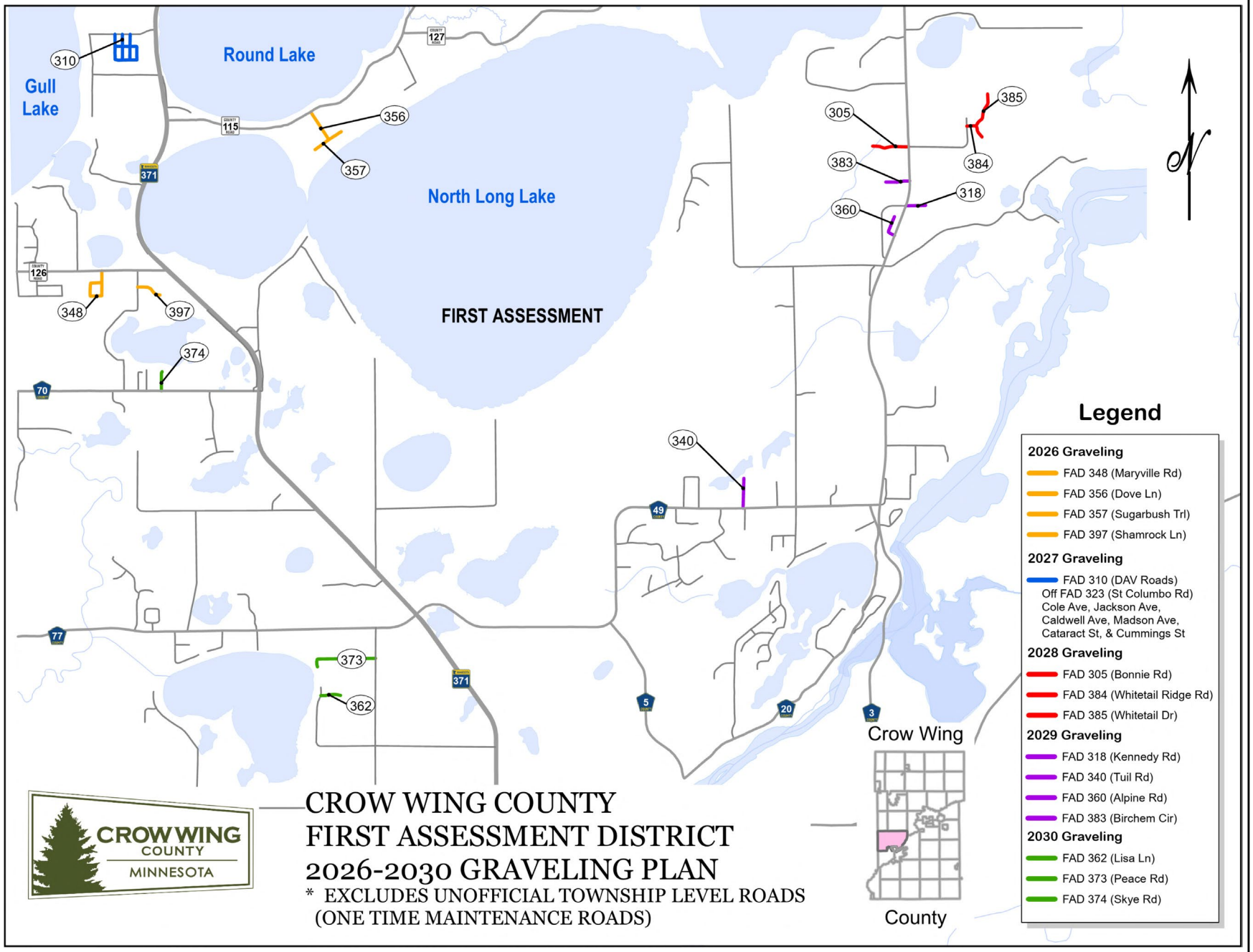
2028 RESURFACING		
FAD 330	18-300-00	Resurfacing River Hills Circle
FAD 334	18-300-00	Resurfacing Tracside Road
FAD 350	18-300-00	Resurfacing Patterson Road
FAD 376	18-300-00	Resurfacing Country Lane
FAD 396	18-300-00	Resurfacing Patterson Court
2028 OTHER PROJECTS		
FAD Wide	18-300-00	Annual Pavement Marking Project
2028 ENGINEERING		
FAD Wide	Various	FAD Engineering

FAD PROPOSED 2029 PROGRAM

2029 RESURFACING		
FAD 317	18-300-00	Resurfacing Hartley Lake Road
FAD 335	18-300-00	Resurfacing Spencer Road
FAD 410	18-300-00	Resurfacing Sugarberry Creek
FAD 411	18-300-00	Resurfacing Pristine Court
2029 OTHER PROJECTS		
FAD Wide	18-300-00	Annual Pavement Marking Project
2029 ENGINEERING		
FAD Wide	Various	FAD Engineering

FAD PROPOSED 2030 PROGRAM

2030 RESURFACING		
FAD 331	18-300-00	Resurfacing Gull River Road
FAD 406	18-300-00	Resurfacing Drahos Road
FAD 407	18-300-00	Resurfacing Larkspur Court
FAD 408	18-300-00	Resurfacing Monarch Circle
2030 OTHER PROJECTS		
FAD Wide	18-300-00	Annual Pavement Marking Project
2030 ENGINEERING		
FAD Wide	Various	FAD Engineering

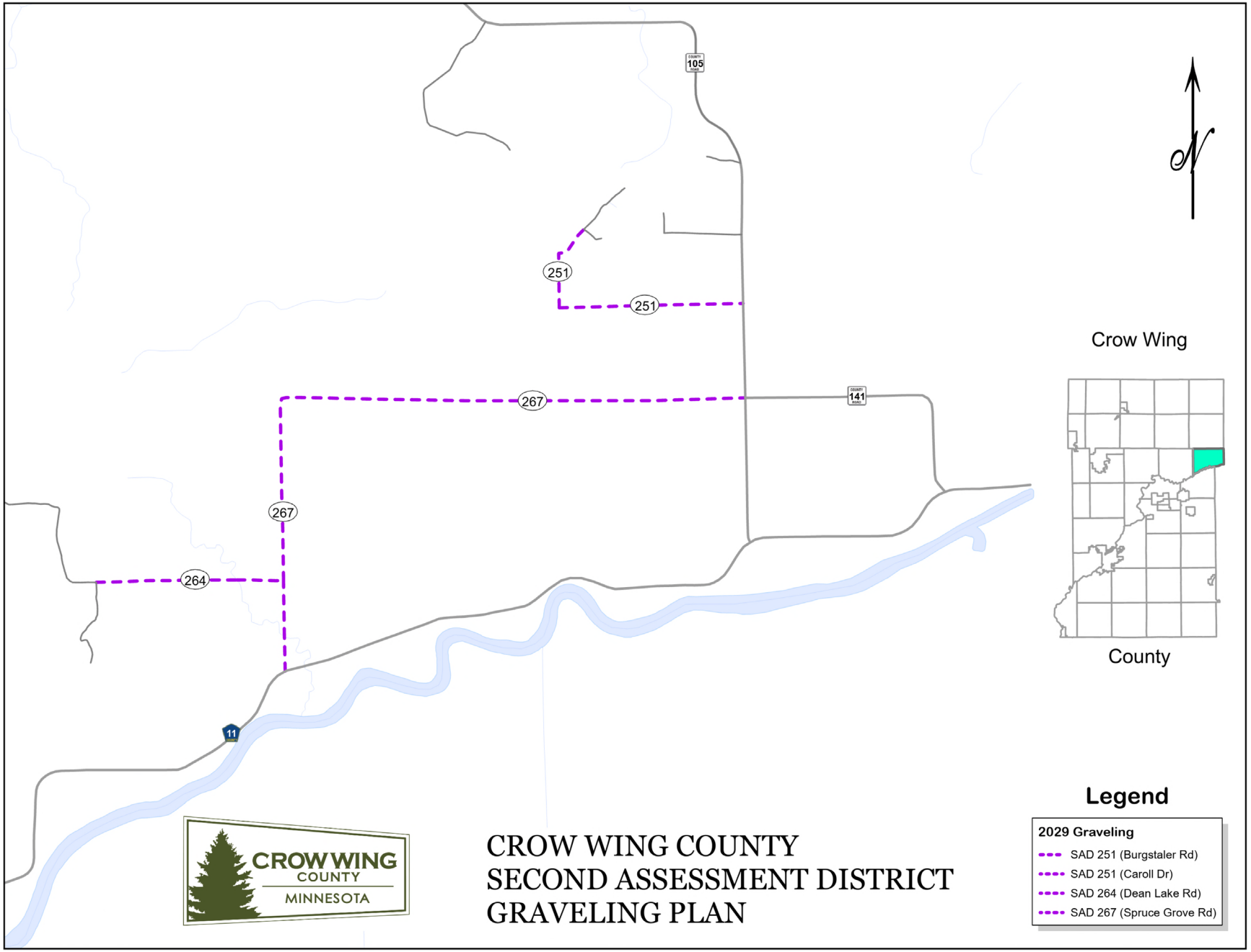


CROW WING COUNTY
FIRST ASSESSMENT DISTRICT
2026-2030 GRAVELING PLAN

* EXCLUDES UNOFFICIAL TOWNSHIP LEVEL ROADS
(ONE TIME MAINTENANCE ROADS)

FAD Gravel Road Improvement Plan

PROPOSED 2026 GRAVELING	
FAD 348	Maryville Road From CR 126 to 0.49 Miles South
FAD 356	Dove Lane From CR 115 to 0.28 Miles SE
FAD 357	Sugar Bush Trail From Dove Lane to 0.16 Miles North and South
FAD 397	Shamrock Lane From Hartley Lake Road to 0.20 Miles East
PROPOSED 2027 GRAVELING	
FAD 310	DAV Roads South of St. Columbo
PROPOSED 2028 GRAVELING	
FAD 305	Bonnie Road From CSAH 3 to 0.3 Miles West
FAD 384	Whitetail Ridge Road From Bonnie Road to 0.18 Miles East and South
FAD 385	Whitetail Drive from Whitetail Ridge Road to 0.28 Miles North
PROPOSED 2029 GRAVELING	
FAD 318	Kennedy Road from CSAH 3 to 0.16 Miles East
FAD 340	Tuil Road From CSAH 49 to 0.25 Miles North
FAD 360	Alpine Road From CSAH 3 to Cul-De-Sac
FAD 383	Birchem Circle from CSAH 3 to 0.17 Miles West
PROPOSED 2030 GRAVELING	
FAD 362	Lisa Lane From Garrett Lane to 0.16 Miles East
FAD 373	Peace Road From Inglewood Drive to 0.55 Miles West
FAD 374	Skye Road From CR 125 to 0.16 Miles North


105
251
251
267
141
267
264
11
N
Crow Wing
County
CROW WING
COUNTY
MINNESOTA
CROW WING COUNTY
SECOND ASSESSMENT DISTRICT
GRAVELING PLAN
Legend
2029 Graveling
SAD 251 (Burgstaler Rd)
SAD 251 (Caroll Dr)
SAD 264 (Dean Lake Rd)
SAD 267 (Spruce Grove Rd)

Pavement Condition Ratings

In Crow Wing County, a roadway's pavement condition is quantified using its Ride Quality Index (RQI) which is closely related to the overall roughness of that road section. Considerations are also given to the level of surface distress that it may be experiencing. Most commonly these take the form of roadway cracking and rutting and can be closely related to the roughness on some roadways. Generally, RQI is used to determine when rehabilitation is needed. Understanding the type and cause of the surface distress helps determine what form of rehabilitation is needed.

Crow Wing County uses the following RQI figures to classify each of its roadways:

RIDE QUALITY INDEX (RQI) RANGES	
CATEGORY	RQI
VERY GOOD	81-100
GOOD	61-80
FAIR	41-60
POOR	21-40
VERY POOR	0-20

Note: Users commonly begin to complain when RQI drops below 50

The RQI and surface distress of each County State Aid Highway (CSAH) and County Road (CR) is measured by the Minnesota Department of Transportation (MnDOT) every two years. This serves as the basis of Crow Wing County's pavement management program. Using this data, well defined RQI deterioration curves (mathematical formulas) have been developed to project pavement condition between the years of these actual measurements.

Roadway Improvement Priority

Roadway improvement priority is based on a combination of traffic volume expressed as Average Annual Daily Traffic (AADT) and Ride Quality Index (RQI). The following RQI thresholds are intended to assist decision makers determine when roadways in each category will be considered for resurfacing or other forms of rehabilitation. In general, higher volume roadways are expected to maintain higher standards of smoothness or RQI.

Crow Wing County uses the following RQI threshold categories to assist setting roadway improvement priorities. In general, roadways with larger deviations from these established thresholds will receive higher priority while competing for limited funding resources. Roadways allowed to drop below these thresholds without being improved are defined as deferred.

County State Aid Highway (CSAH)		
ADT	RQI	Goal
≥ 5000	60	Maintain Good/Very Good Rating for all High Volume CSAHs
≥ 2800<5000	56	Maintain Fair/Good rating for all Moderate Volume CSAHs
≥ 500<2800	52	Maintain Fair/Good rating for all Moderate Volume CSAHs
<500	48	Maintain Fair Rating for all Low Volume CSAHs

County Roads (CR)		
ADT	RQI	Goal
≥ 5000	60	Maintain Good/Very Good Rating for all High Volume CRs
≥ 2800<5000	56	Maintain Fair/Good rating for all Moderate Volume CRs
≥ 500<2800	52	Maintain Fair/Good rating for all Moderate Volume CRs
<500	48	Maintain Fair Rating for all Low Volume CRs

A comprehensive list of roadway priorities is included on page 39. Please note that most roadways currently in a deferred status are scheduled for improvement over the next five years. Those listed with large RQI threshold deviations have been in deferred status for several years due primarily to limited transportation funding.

2026 County State Aid Highway Road (CSAH) Priority List (Unprogrammed)

Road	From	To	Length Miles	Last Project	Pavement Age (Years)	RQI	RQI Threshold	+/- RQI Threshold	AADT Range
CSAH 45	CR-117	TH-210	2.00	2016	10	53	60	-7	11000 - 5000 CSAH
CSAH 33	CSAH-30	TH-210	0.95	2017	9	51	52	-1	2800 - 500 CSAH
CSAH 48	TH-210	TH-371	1.99	2017	9	60	56	4	5000 - 2800 CSAH
CSAH 14	TH-6	E CO LN	3.20	2013	13	57	52	5	2800 - 500 CSAH
CSAH 3	CRYSTAL LAKE ROAD	CR-127	0.50	2007	19	65	60	5	11000 - 5000 CSAH
CSAH 30	TH-210	PENNINGTON ACCESS ROAD	0.30	2018	8	57	52	5	2800 - 500 CSAH
CSAH 48	TH-371	COLLEGE DR	2.07	2017	9	65	60	5	11000 - 5000 CSAH
CSAH 8	TH-18	7.7 MI N TH-18	7.70	2014	12	57	52	5	2800 - 500 CSAH
CSAH 48	COLLEGE DR	SW 4th ST BRAINERD	0.92	2014	12	62	56	6	5000 - 2800 CSAH
CSAH 17	PATRIOT AVE	TH-371	0.40	2017	9	59	52	7	2800 - 500 CSAH
CSAH 31	NORTH ST CUYUNA	CSAH-30	1.60	2016	10	59	52	7	2800 - 500 CSAH
CSAH 32	CSAH 30	E CO LN	2.88	2016	10	55	48	7	0 - 500 CSAH
CSAH 10	CSAH-14	TH-6	7.53	2013	13	57	48	9	0 - 500 CSAH
CSAH 3	TH-210	N LIMS BRAINERD	1.47	2023	3	69	60	9	11000 - 5000 CSAH
CSAH 32	TH-210	CSAH 30	1.72	2016	10	61	52	9	2800 - 500 CSAH
CSAH 45	N JCT CASH-2	CR-117	8.56	2015	11	61	52	9	2800 - 500 CSAH
CSAH 16	PEORIA ROAD	0.6 MI E CSAH-39	4.00	2015	11	63	52	11	2800 - 500 CSAH
CSAH 28	CSAH-12	TH-210	1.50	2014	12	63	52	11	2800 - 500 CSAH
CSAH 3	CR-127	1.17 MI N CSAH-4	1.62	2027	-1	72	60	12	11000 - 5000 CSAH
CSAH 17	W CO LN	PATRIOT AVE	0.84	2018	8	65	52	13	2800 - 500 CSAH
CSAH 30	TH 6	CSAH 32	5.80	2016	10	65	52	13	2800 - 500 CSAH
CSAH 31	TH-210	SOUTH STREET CUYU	2.31	2016	10	65	52	13	2800 - 500 CSAH
CSAH 5	CSAH-20	CSAH-49	1.51	2023	3	70	56	14	5000 - 2800 CSAH
CSAH 66	CSAH-16	CSAH 1	3.03	2023	3	70	56	14	5000 - 2800 CSAH
CSAH 77 (N)	W CO LN	TH-371	1.62	2023	3	70	56	14	5000 - 2800 CSAH
CSAH 16	WEST SHORE DRIVE	CSAH-66	1.82	2017	9	67	52	15	2800 - 500 CSAH
CSAH 23	S CO LN	CSAH-2	4.00	2017	9	63	48	15	0 - 500 CSAH
CSAH 25	TH-18	TH-210	4.42	2017	9	67	52	15	2800 - 500 CSAH
CSAH 34	1ST AVE W	CSAH 30	1.37	2016	10	63	48	15	0 - 500 CSAH
CSAH 36	TH-6	CR-105	3.70	2016	10	63	48	15	0 - 500 CSAH
CSAH 4	LAKESHORE DRIVE	CSAH-11	0.72	2023	3	67	52	15	2800 - 500 CSAH
CSAH 11	CSAH-4	CSAH-3	5.95	2017	9	74	56	18	5000 - 2800 CSAH
CSAH 18	TWIN LEAF CIRCLE	CSAH-4	3.55	2018	8	74	56	18	5000 - 2800 CSAH
CSAH 22	TH-25	AARHUS ROAD	1.98	2019	7	70	52	18	2800 - 500 CSAH
CSAH 66	1.0 MI N CSAH-3 (Headquarters Dr)	CSAH-16	0.67	2024	2	78	60	18	11000 - 5000 CSAH
CSAH 12	TH-210	TH-210	6.87	2024	2	79	60	19	11000 - 5000 CSAH
CSAH 22	AARHUS ROAD	CSAH-23	1.50	2019	7	67	48	19	0 - 500 CSAH
CSAH 23	CSAH-2	CSAH-22	4.40	2017	9	67	48	19	0 - 500 CSAH
CSAH 3	N LIMS BRAINERD	CRYSTAL LAKE ROAD	5.73	2018	8	79	60	19	11000 - 5000 CSAH
CSAH 3	0.12 MILES S OF CSAH 66 (Bridge)	CSAH-37	0.40	2024	2	79	60	19	11000 - 5000 CSAH
CSAH 3	CSAH-37	CSAH-1	5.93	2014	12	71	52	19	2800 - 500 CSAH
CSAH 36	CSAH-37	FAIRFIELD-114	4.65	2015	11	71	52	19	2800 - 500 CSAH
CSAH 44	CSAH-45	TH-25	2.65	2016	10	67	48	19	0 - 500 CSAH
CSAH 49	TH-371	CSAH-3	4.89	2023	3	79	60	19	11000 - 5000 CSAH
CSAH 66	CSAH-3	0.5 MI N CSAH-3 (Bald Eagle Trl)	0.49	2024	2	79	60	19	11000 - 5000 CSAH
CSAH 9	CSAH-2	TH-25	4.59	2016	10	67	48	19	0 - 500 CSAH
CSAH 16	0.6 MI E CSAH-39	WEST SHORE DRIVE	3.16	2017	9	72	52	20	2800 - 500 CSAH
CSAH 2	CSAH-45	TH-25	4.20	2018	8	72	52	20	2800 - 500 CSAH
CSAH 23	CSAH-22	TH-18	5.60	2017	9	72	52	20	2800 - 500 CSAH
CSAH 10	S JCT TH-18	N JCT TH-18	3.42	2019	7	69	48	21	0 - 500 CSAH

2026 County Road (CR) Priority List (Unprogrammed)

Road	From	To	Length Miles	Last Project	Pavement Age (Years)	RQI	RQI Threshold	+/- RQI Threshold	AADT Range
CR 117	CSAH-45	TH-25	2.00	2014	12	57	56	1	5000 - 2800 CR
CR 129	CSAH 23	1 MI EAST	1.00	2004	22	49	48	1	0 - 500 CR
CR 117	TH-371	CSAH-45	0.65	2022	4	63	60	3	11000 - 5000 CR
CR 127 (PD)	NE COR SEC 33	0.65 MI S	0.67	2012	14	51	48	3	0 - 500 CR
CR 134	LOWER WHITEFISH LAKE	CSAH-1	2.89	2014	12	53	48	5	0 - 500 CR
CR 111	CSAH-10	TH-210	3.78	2018	8	55	48	7	0 - 500 CR
CR 145	CSAH-16	POUALACK ST (JENKINS)	0.36	2017	9	61	52	9	2800 - 500 CR
CR 112	TH-371	CSAH-16	1.00	2017	9	65	52	13	2800 - 500 CR
CR 121	CSAH-2	1.31 MI N	1.31	2015	11	61	48	13	0 - 500 CR
CR 145	POUALACK ST (JENKINS)	VETERANS ST (JENKINS)	0.64	2020	6	67	52	15	2800 - 500 CR
CR 147	TH-210	CO LANDFILL	0.23	2019	7	67	52	15	2800 - 500 CR
CR 153	CSAH-45	1 MI WEST	0.95	2020	6	67	52	15	2800 - 500 CR
CR 168	W CO LN	PATRIOT AVE	1.07	2018	8	67	52	15	2800 - 500 CR
CR 137	CR-127	CSAH-13	3.12	2017	9	65	48	17	0 - 500 CR
CR 170	N JCT JASPERWOOD DR	CSAH 48	0.28	2015	11	70	52	18	2800 - 500 CR
CR 107	S JCT TH-371	N JCT TH-371	3.25	2021	5	72	52	20	2800 - 500 CR
CR 109	CSAH-3	CSAH-19	4.86	2021	5	72	52	20	2800 - 500 CR
CR 148	TH-25	CSAH-23	3.99	2019	7	72	52	20	2800 - 500 CR
CR 124	TH-18	TH-6	4.86	2018	8	69	48	21	0 - 500 CR
CR 133	S JCT TH-6	E CO LN	4.50	2020	6	69	48	21	0 - 500 CR
CR 136	CSAH-1	N CO LN	4.89	2019	7	74	52	22	2800 - 500 CR
CR 145	VETERANS ST (JENKINS)	CSAH-16	3.19	2023	3	74	52	22	2800 - 500 CR
CR 113	CSAH-51	CSAH-2	4.94	2022	4	71	48	23	0 - 500 CR
CR 128	TH-210	CSAH-59	2.87	2021	5	71	48	23	0 - 500 CR
CR 138	CSAH-2	TH-169	3.14	2022	4	71	48	23	0 - 500 CR
CR 118	CSAH-4	CSAH-3	2.74	2018	8	76	52	24	2800 - 500 CR
CR 127	CR-137	CSAH-3	2.50	2017	9	76	52	24	2800 - 500 CR
CR 153	1 MI WEST OF CSAH-45	TH-371	1.55	2020	6	76	52	24	2800 - 500 CR
CR 105	CSAH-11	MCNEAL ROAD	3.16	2020	6	74	48	26	0 - 500 CR
CR 115	S JCT TH-371	CR 127	2.32	2023	3	78	52	26	2800 - 500 CR
CR 123	CSAH-21	CR-153	1.01	2020	6	74	48	26	0 - 500 CR
CR 131	KOERING RD	CSAH-45 (SLEEPY HOLLOW RD)	6.03	2022	4	74	48	26	0 - 500 CR
CR 115	CR 127	N JCT TH-371	2.51	2024	2	79	52	27	2800 - 500 CR
CR 142	TH-210	0.97 MI W TH-210	0.97	2024	2	79	52	27	2800 - 500 CR
CR 116	CSAH-3	MISSION LAKE ACCESS	1.54	2020	6	76	48	28	0 - 500 CR
CR 131	TH-371	KOERING RD	2.00	2022	4	76	48	28	0 - 500 CR
CR 144	TH-25	TH-18	6.81	2005	21	80	48	32	0 - 500 CR
CR 108	CSAH-22	CSAH-8	2.07	2008	18	80	48	32	0 - 500 CR

Roadway Improvement Deferments

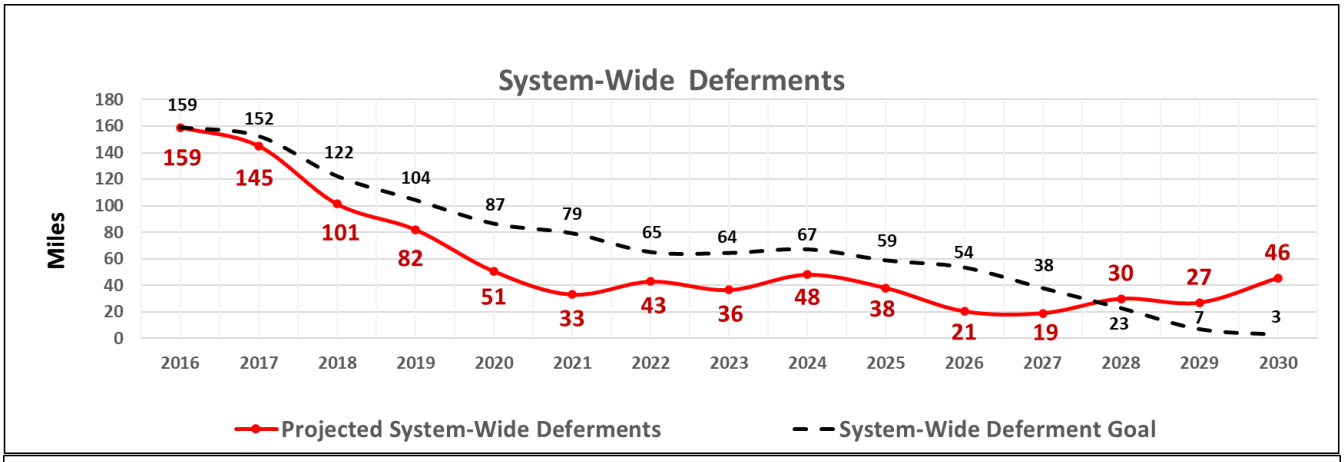
Roadway Improvement Deferments

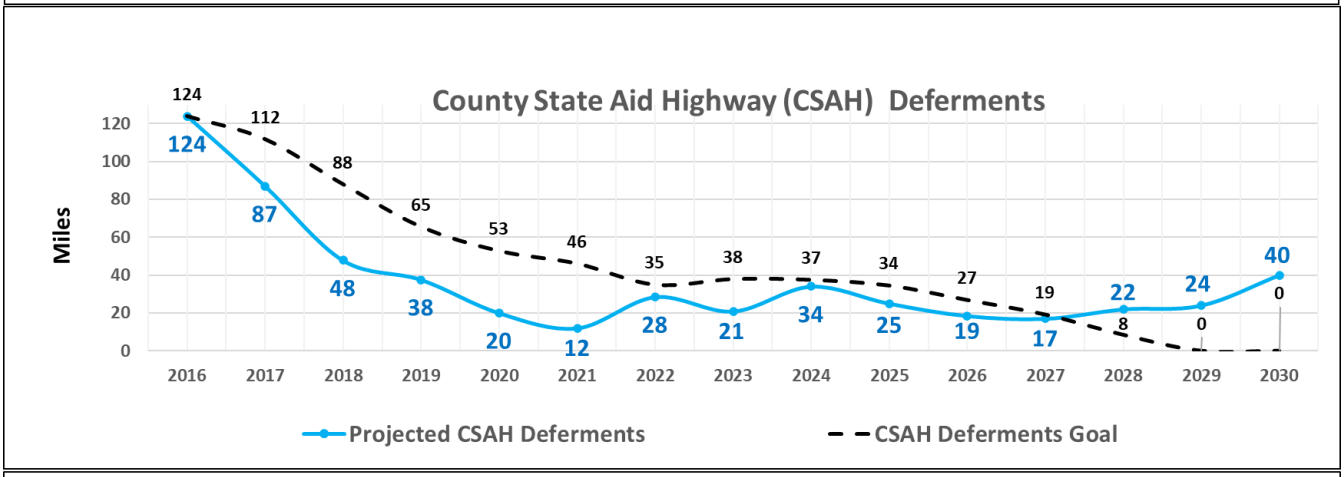
In 2015, Crow Wing County increased its focus on eliminating roadway improvement deferments. A deferment occurs when a roadway reaches the County's Ride Quality Index (RQI) threshold for improvement, but reconstruction or rehabilitation is postponed due to funding limitations.

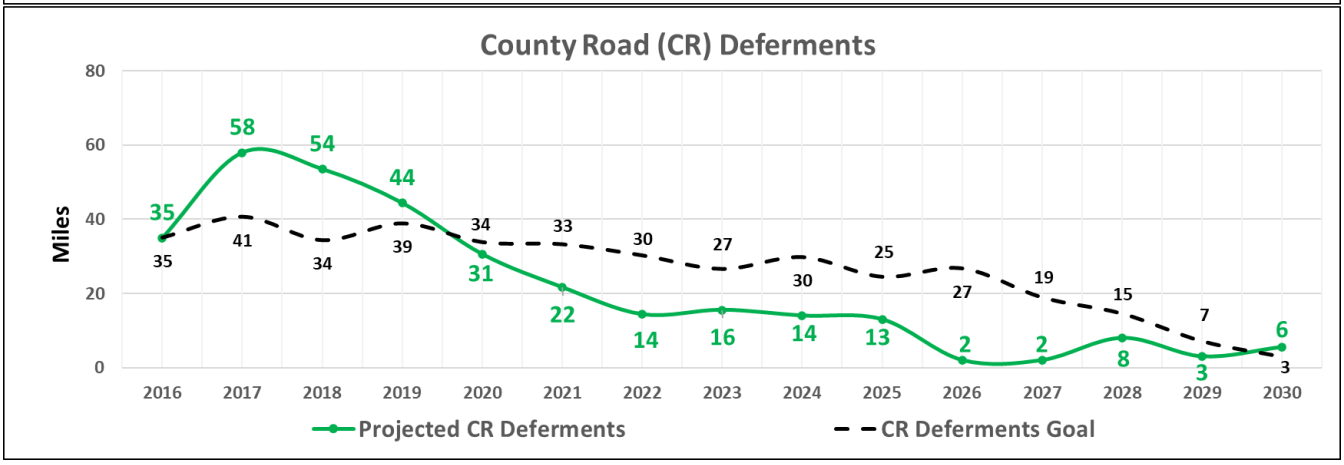
The County has established a goal of eliminating all roadway improvement deferments by 2030. The implementation of the county-wide sales tax was specifically intended to generate the additional transportation funding needed to complete improvements as soon as roadways reach the established RQI threshold.

The projects identified in this Highway Improvement Plan demonstrate the County's continued progress toward achieving the goal of zero deferments. A graphical depiction of this progress is provided on page 42.

Deferment Elimination Progress





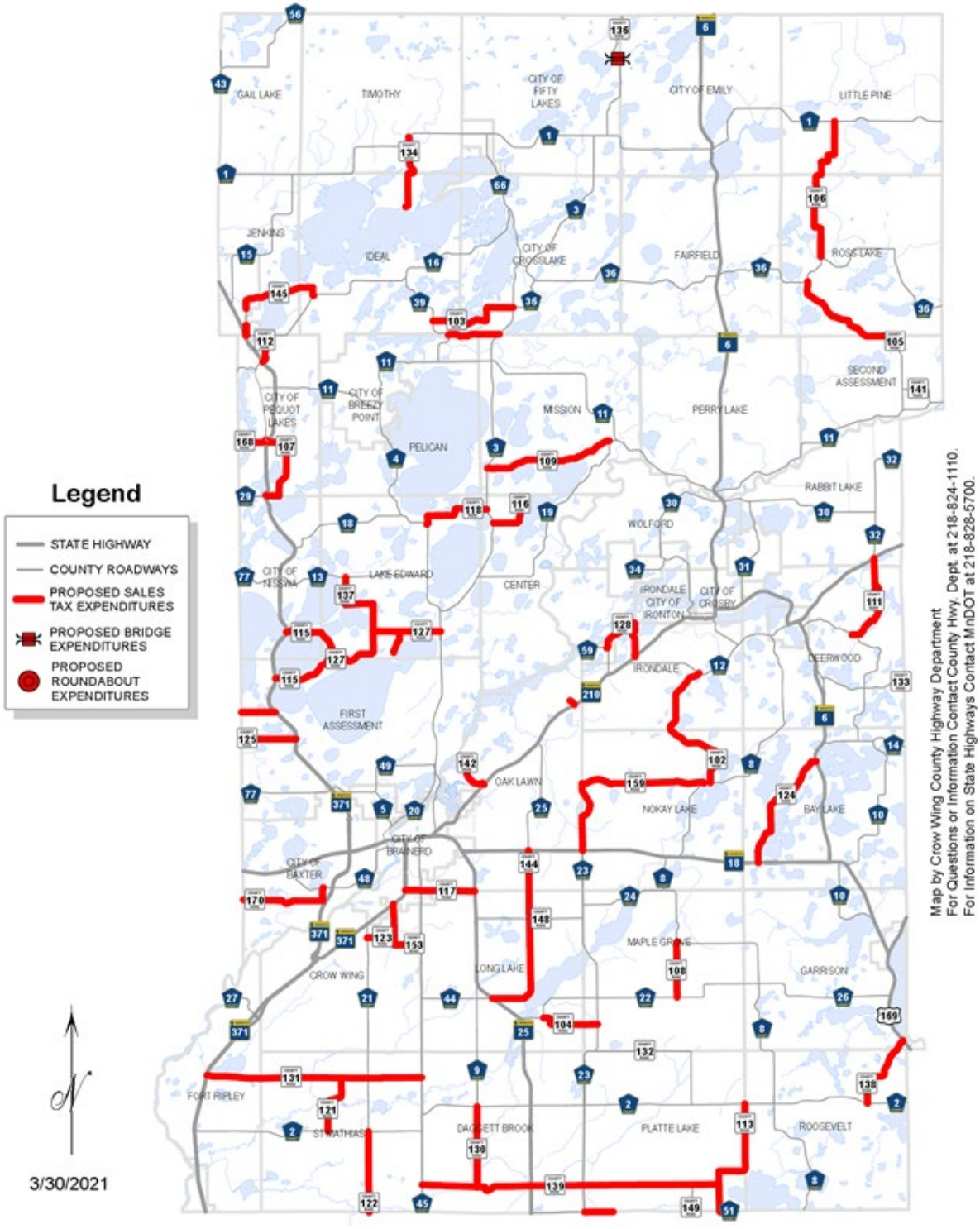


ADOPTED 4-13-2021

CROW WING COUNTY MINNESOTA

2021-2040 COUNTY ROAD (CR) SALES TAX IMPLEMENTATION PLAN

ATTACHMENT A CROW WING COUNTY RESOLUTION 2021-22

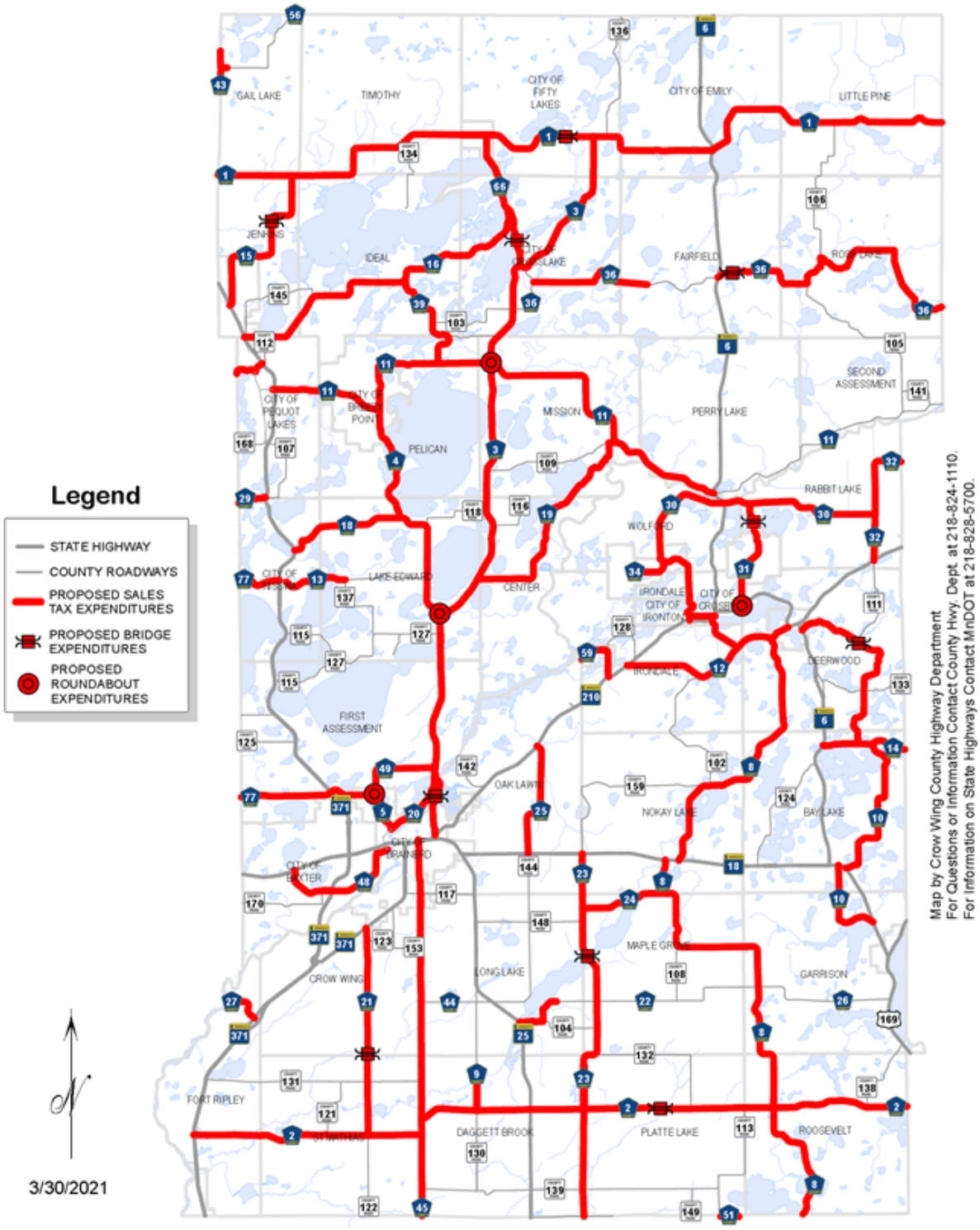


ADOPTED 4-13-2021

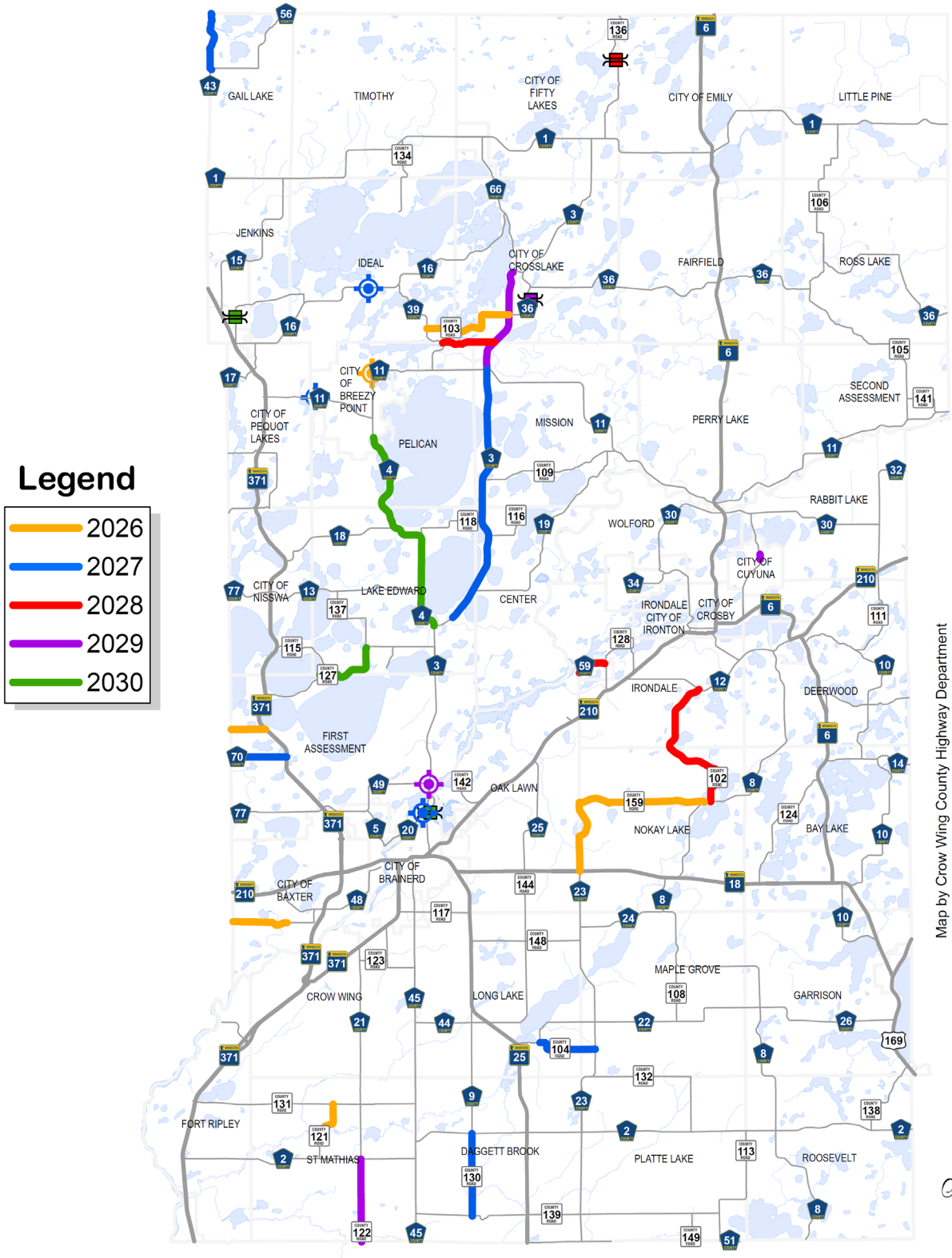
2021-2040 COUNTY STATE AID HIGHWAY (CSAH) SALES TAX IMPLEMENTATION PLAN

CROW WING COUNTY MINNESOTA

ATTACHMENT B CROW WING COUNTY RESOLUTION 2021-22

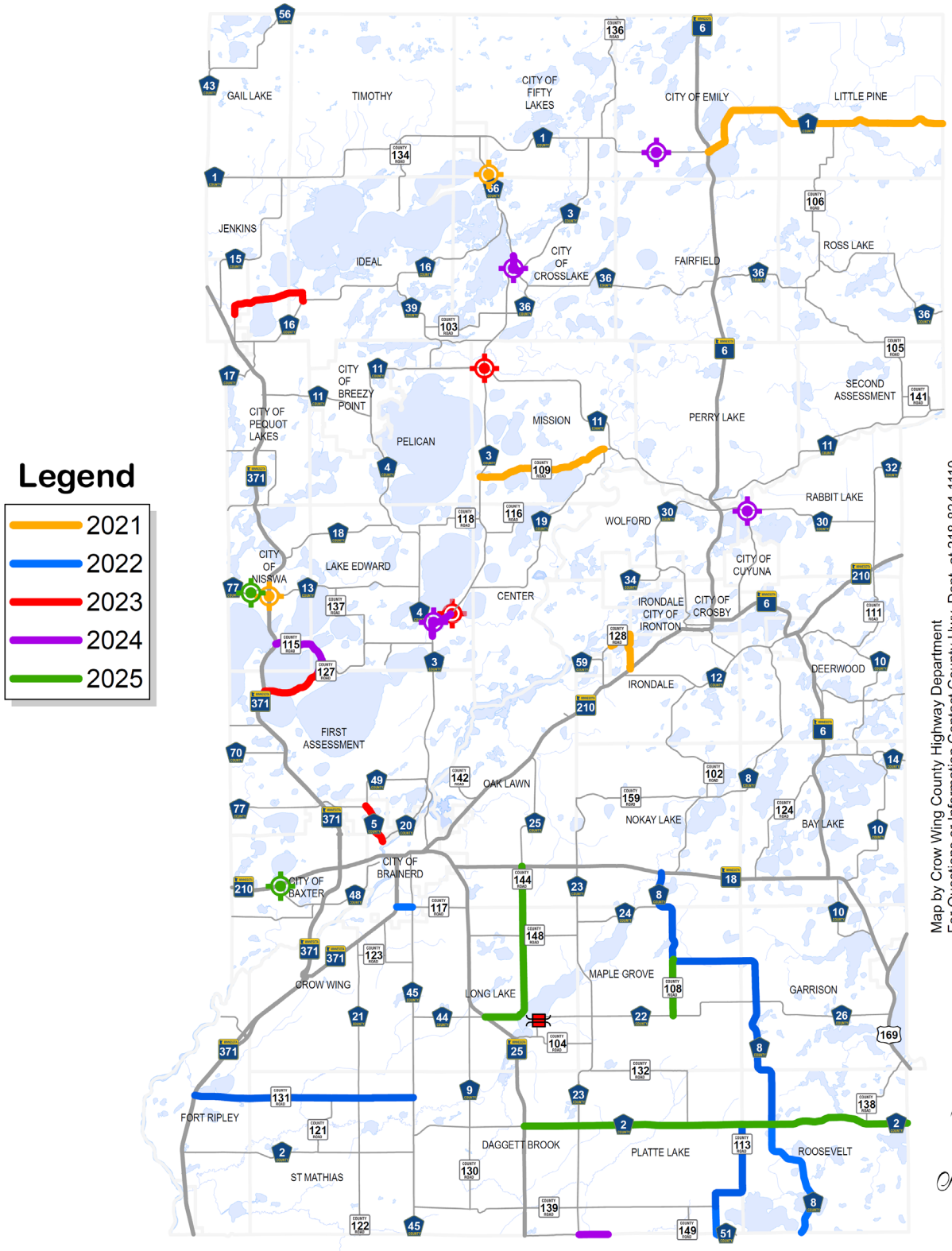


CROW WING COUNTY
2026 - 2030 SALES TAX PROJECTS



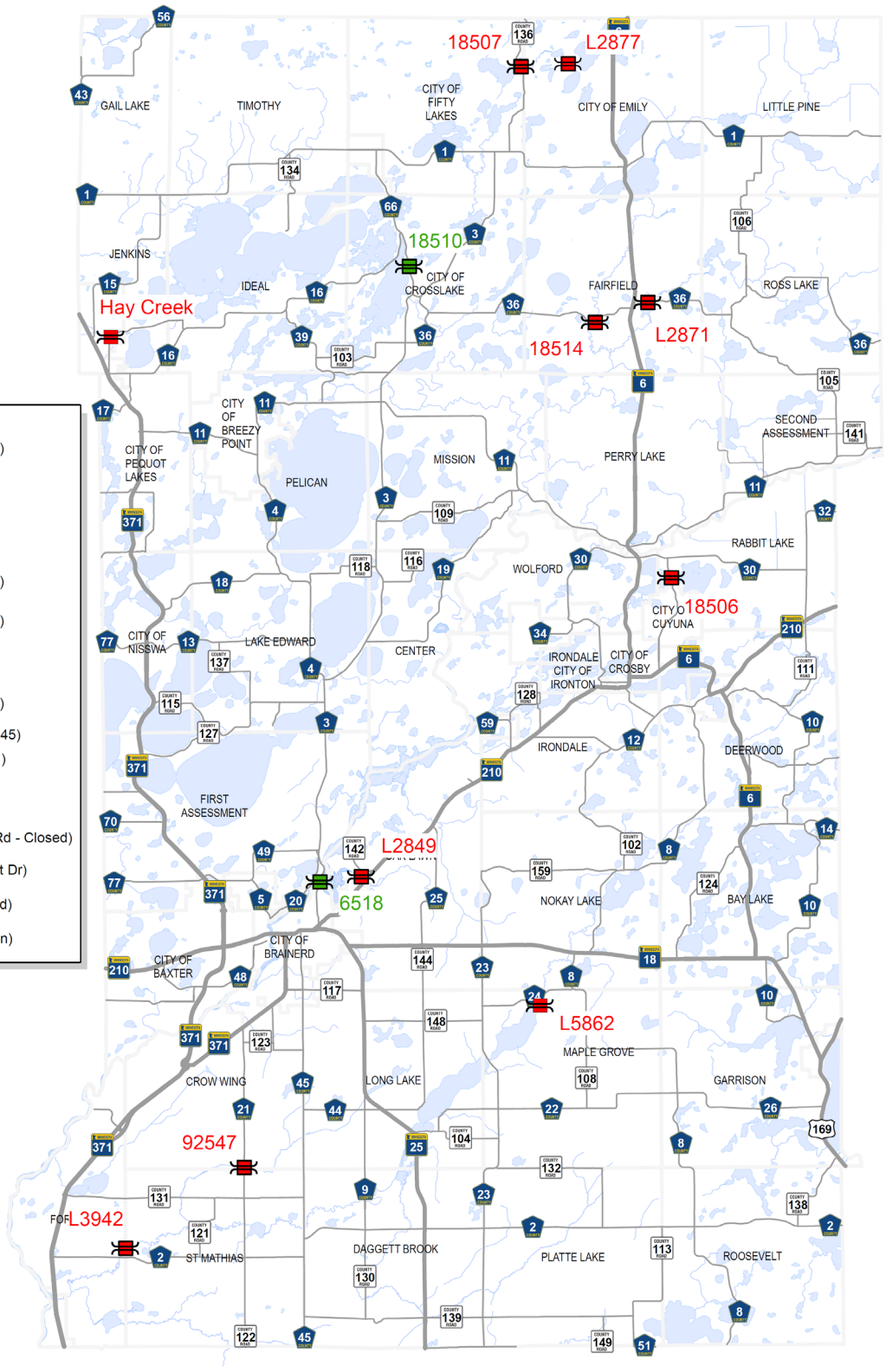
Map by Crow Wing County Highway Department
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State Highways Contact MnDOT at 218-828-5700.

CROW WING COUNTY
2021 - 2025 SALES TAX PROJECTS



Map by Crow Wing County Highway Department
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State Highways Contact MnDOT at 218-828-5700.

CROW WING COUNTY
BRIDGE PRIORITY LIST



Legend

Rehabilitation

- 18510 (CSAH 66) Scheduled 2026
- 6518 (CSAH 3)

Replacement

County

- 18506 (CSAH 31) Scheduled 2026
- L2871 (CSAH 36) Schedule 2028
- 18057 (CR 136) Scheduled 2028
- 18514 (CSAH 36)
- Hay Creek (CR 145)
- 92547 (CSAH 21) Scheduled 2029

City / Township

- L3942 (Koering Rd - Closed)
- L2877 (Roosevelt Dr)
- L2849 (Jordan Rd)
- L5862 (Leisure Ln)

Map by Crow Wing County Highway Department
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State Highways Contact MnDOT at 218-828-5700.

2026 CSAH/CR Bridge Replacement Priority List

Bridge Number	Location	Road System	Year Built	ADT		Local Planning Index	Suff. Rating	Replacement Cost	Funding	Remarks
18506	CSAH 31 (Rabbit Lake)	CSAH	1974	2,008	(2024)	50	57.6	$1,692,850*	State Bonding/State Aide	**Structurally Deficient.** Deteriorating condition of the superstructure. Rusting occurring in the steel bridge beams. With up to 25% section loss, the deterioration of the outside beams is too far advanced for painting to be practical. **LEAD PAINT!** Under contract. Construction of the bridge is to start in July, 2026. *Actual bid price used.
L2871	CSAH 36 (Mud Brook)	CSAH	1936	285	(2023)	51	67.5	$722,300	State Bonding/State Aide/ Local Levy	**Structurally Deficient.** General Deterioration of exposed concrete surfaces and cold joints below the waterline. Too narrow for current traffic level. Currently in the preliminary design phase with anticipated construction in 2028.
6518	CSAH 3 (Mississippi River)	CSAH	1950	9,200	(2019)	70	66	$11,526,000	State Bonding/State Aide	Minor deterioration of the deck and steel beams in non-critical locations. The piers have moderate to heavy concrete scaling typically from 6 inches above to 3 feet below the waterline w/ penetrations up to 2 inches exposing the reinforcing steel. Bridge is restricted to some over weight vehicles. Study was done to determine the appropriate maintenance given the age and configuration of the existing bridge. Anticipate a - $1M rehab project in 2030.
92168	CSAH 2 (Daggett Brook)	CSAH	1967	1,650	(2019)	60	87.7	$837,300	State Bonding/State Aid	Galvanized steel plate culvert. Rusting and pitting at and below the waterline.
92547	CSAH 21 (Hay Creek)	CSAH	1960	1,426	(2021)	59	82.8	$740,300	State Bonding/State Aide	Galvanized steel plate culvert. Rusting and pitting on the lower 2/3 of the pipe with isolated flaking rust appearing on the lower 1/3 at and below the waterline. Currently in the preliminary design phase with anticipated construction in 2029.
18510	CSAH 66 (Daggett Brook N.)	CSAH	1979	5,900	(2019)	75	94.8	*($4,154,500 Replacement)*	Federal Funds/State Aide	Concrete wearing surface and fascia repair. There are cracks in the concrete surface along the bridge "T" beam joints. There is delamination on the outside faces of the bridge that if left unchecked could be a danger to passing boaters. A $1,000,000 deck rehab and approach panel project is currently under design. Construction is planned for 2026.
18507	CR 136 (Crooked Creek)	CR	1974	388	(2025)	26	42.7	$987,000	State Bonding/ Local Levy	Posted 24/40/40 tons. Section loss of the wood piling and substructure. Approach fill is eroding away behind the backer boards & wing walls, causing sinkholes to develop in the approaches. Currently in the preliminary design phase with anticipated construction in 2028.
18514	CSAH 36 (Little Pine River)	CSAH	1981	404	(2023)	56	80.7	$1,641,000	State Bonding/State Aide	Poor road alignment. Load posted for strait trucks greater than 32 tons. General deterioration of the outside wood deck panels. Qualifies for bridge bonding, anticipate programing for replacement in the next 10 to 15 years. In preliminary phase with anticipated construction in 2030.
L2866	CSAH 10 (Cedar Brook)	CSAH	1953	112	(2023)	79	89	$606,800	State Bonding/State Aide	Cast in place box culvert, w/ 8 feet of fill on top with a narrow road cross section over the pipe requiring guardrail. Culvert is nearing the end of its expected design life of 75 years.
L2864	CSAH 1 (Fox Creek)	CSAH	1952	1916	(2023)	73	78.3	$559,700	State Bonding/State Aide	Cast in place box culvert, w/ wood extentions add to the ends of the pipe in 1984. Gaps of 1 to 2 inches between the wood panels have started to appear in the wood extentions and the concrete portion of the culvert is nearing the end of its expected design life of 75 years.
18512	CSAH 2 (Nokasippi River)	CSAH	1984	335	(2019)	75	98.9	$2,060,200	State Bonding/State Aide	Built in 1984 bridge is a wood slab span, gaps between the spreader beams and the deck bottom indicating deteriorated or loose fasteners. Changes in design criteria and truck design has had as much of an impact on this bridge as the bridge condition.
-	CR 145 (Hay Creek)	CR	-	510	(2020)	-	-	$424,900	State Aide/Local	General deterioration. Existing single 71" galvanize arch pipe that is under sized. Plan to replace with 1 or 2 box culverts resulting in a bridge. In preliminary phase with anticipated construction in 2030.

Replacement costs are projected to the year 2031 using an annual inflation factor of 5.0%, unless a year of construction is included in the remarks.
Bridges highlighted in yellow are contained in the 2026 Crow Wing County Bridge Priority Resolution **(2026-21).**

2026 Township Bridge Replacement Priority List

Bridge Number	Location	Road System	Year Built	ADT		Local Planning Index	Suff. Rating	Replacement Cost	Funding	Remarks
L2849	Oak Lawn (Jordan Rd.)	TWP	1915	20	(1991)	47	59.8	$336,000	Town Bridge	Deteriorated conditions. Posted at 26/40 tons. Dead end road, old TH 210 segment, providing access to limited residential properties.
L3942	St. Mathias (Koering Rd.)	TWP	1908	20	(1973)	12	16.8	$1,312,000	Town Bridge	**STRUCTURALLY DEFICIENT**. CLOSED. Out of service since 1987. Through "town line" road. This bridge is eligible for inclusion in the National Register of Historic Bridges.
L5862	Maple Grove (Leisure Lane)	TWP	1972	233	(2025)	32	63.0	$624,500*	Town Bridge	Posted at 26/40 tons, Through road serving properties along the south shore of Upper South Long Lake. Initial deterioration of the wood piles and the fasteners in the wood slab superstructure. Construction planned for 2026. *Engineers estimate used for replacement cost.

Replacement costs are projected to the year 2031 using an annual inflation factor of 5.0%, unless a year of construction is included in the remarks.
Bridges highlighted in yellow are contained in the 2026 Crow Wing County Bridge Priority Resolution **(2026-21).**

2026 City Bridge Replacement Priority List

Bridge Number	Location	Road System	Year Built	ADT		Local Planning Index	Suff. Rating	Replacement Cost	Funding	Remarks
L2877	Roosevelt Dr. (Crooked Creek)	City	1960	90	(2024)	33	47.1	$1.275,000*	State Bonding	Posted 24/40/40 tons. Dead end road providing access to properties along the west shore of Roosevelt Lake. Deteriorating condition of the superstructure. Rusting occurring in the steel bridge beams. Construction planned in 2027 or later. *Replacement cost used is from the Appplication for Bridge Funds.
L4044	Melinda Shores Rd. (Rush Lake Channel)	City	1950	15	(1990)	80	67.8	$893,000	State Bonding	Constructed in 1950 with spread footing. The superstructure was replaced with concrete "double T" beams in 1989 and placed on the original abutments. Minor settlement of the abutments has occurred in the past.

Replacement costs are projected to the year 2031 using an annual inflation factor of 5.0%, unless a year of construction is included in the remarks.
Bridges highlighted in yellow are contained in the 2026 Crow Wing County Bridge Priority Resolution **(2026-21).**

Contact Information

Crow Wing County Highway Department
16589 County Road 142
Brainerd, MN 56401
218-824-1110

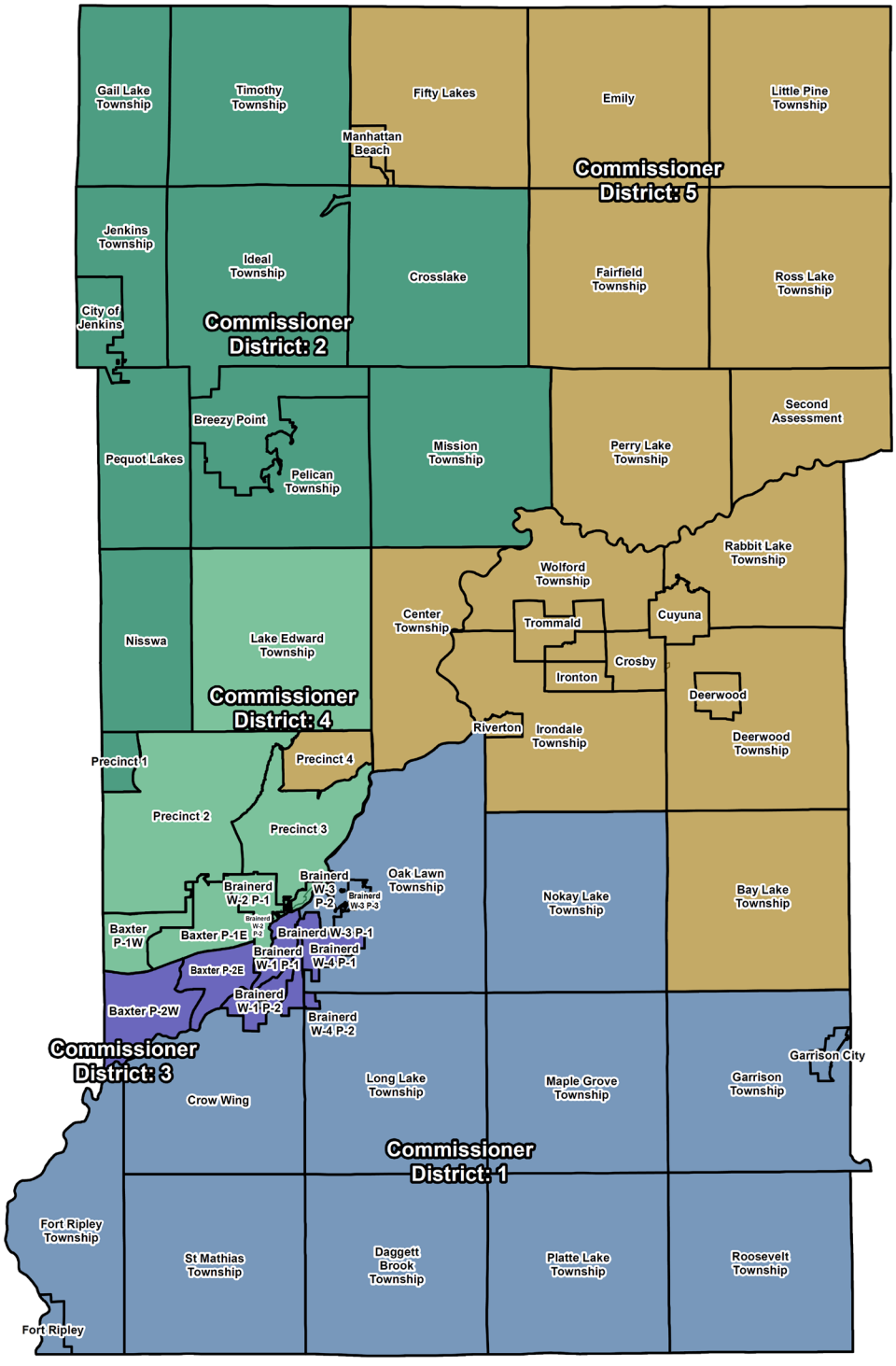
Timothy Bray, P.E.
County Engineer

Rob Hall, P.E.
Assistant County Engineer

Crow Wing County Commissioners
326 Laurel Street
Brainerd, MN 56401

Paul Koering	**District 1**
Jon Lubke	**District 2**
Steve Barrows	**District 3**
Rosemary Franzen	**District 4**
Jamie Lee	**District 5**

2026 Commissioner Districts



CROW WING COUNTY
MINNESOTA

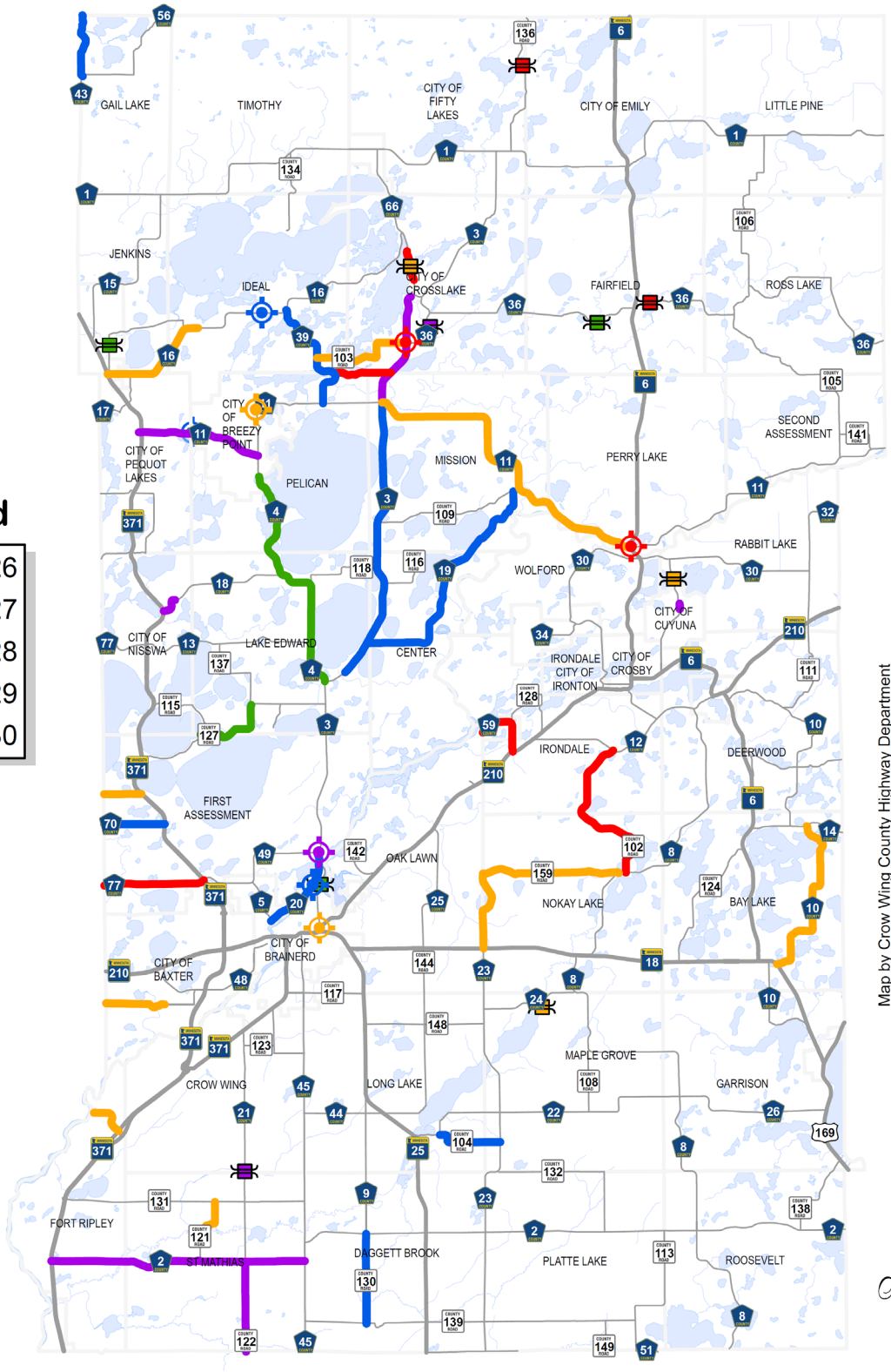
2026-2030
Highway Improvement Plan



2026-2030 Highway Improvement Plan Summary

- **$79.3M** Total Investment
- **$8.0M** Federal Transportation Bill
- **$28.3M** County State Aid
- **$0.0** CWC Road & Bridge Levy
- **$2.8M** First Assessment District Road & Bridge Levy
- **$34.1M** Local Sales Tax
- **$1.7M** State Bridge Funding
- **$4.3M** Local Cost Sharing/Partnering
- **132.5** Miles of Roadway Surface Improvements
  - 81.4 Miles County State Aid Highway (One-and Two-Digit Roads)
  - 36.6 Miles County Roads (3 Digit Roads)
  - 14.5 Miles First Assessment District Roads
  - 60.4 Miles Funded by Sales Tax
- **4** Roundabouts
- **6** Bridge Replacements
- **3** Bridge Rehabilitation

CROW WING COUNTY
2026 - 2030 HIGHWAY IMPROVEMENT PLAN



Legend

- 2026
- 2027
- 2028
- 2029
- 2030

Map by Crow Wing County Highway Department
For Questions or Information Contact County Hwy. Dept. at 218-824-1110.
For Information on State Highways Contact MnDOT at 218-828-5700.

CROW WING COUNTY
2026 - 2030 HIGHWAY IMPROVEMENT PLAN

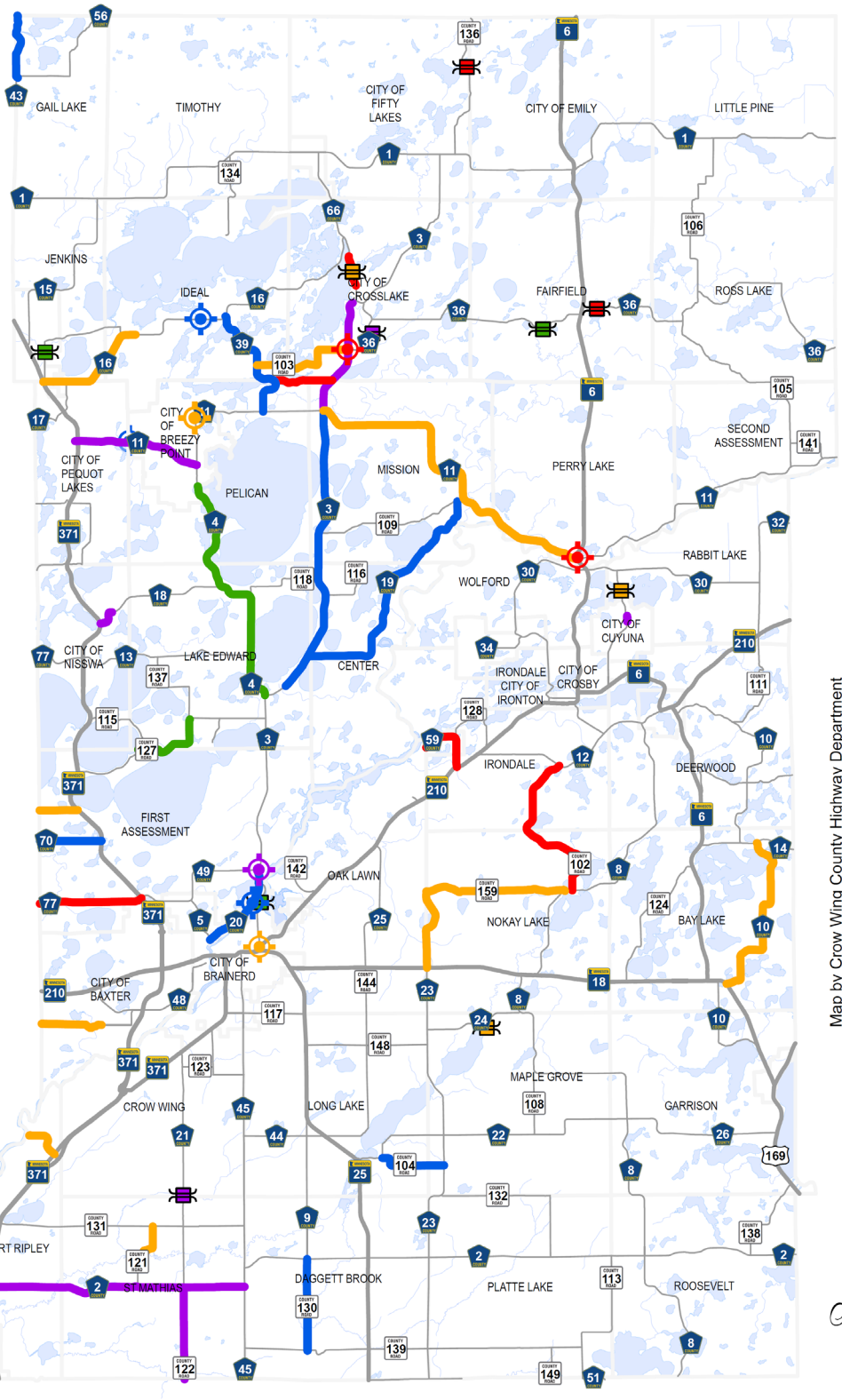
2026
39 miles

2027
35 miles

2028
15 miles

2029
21 miles

2030
9 miles

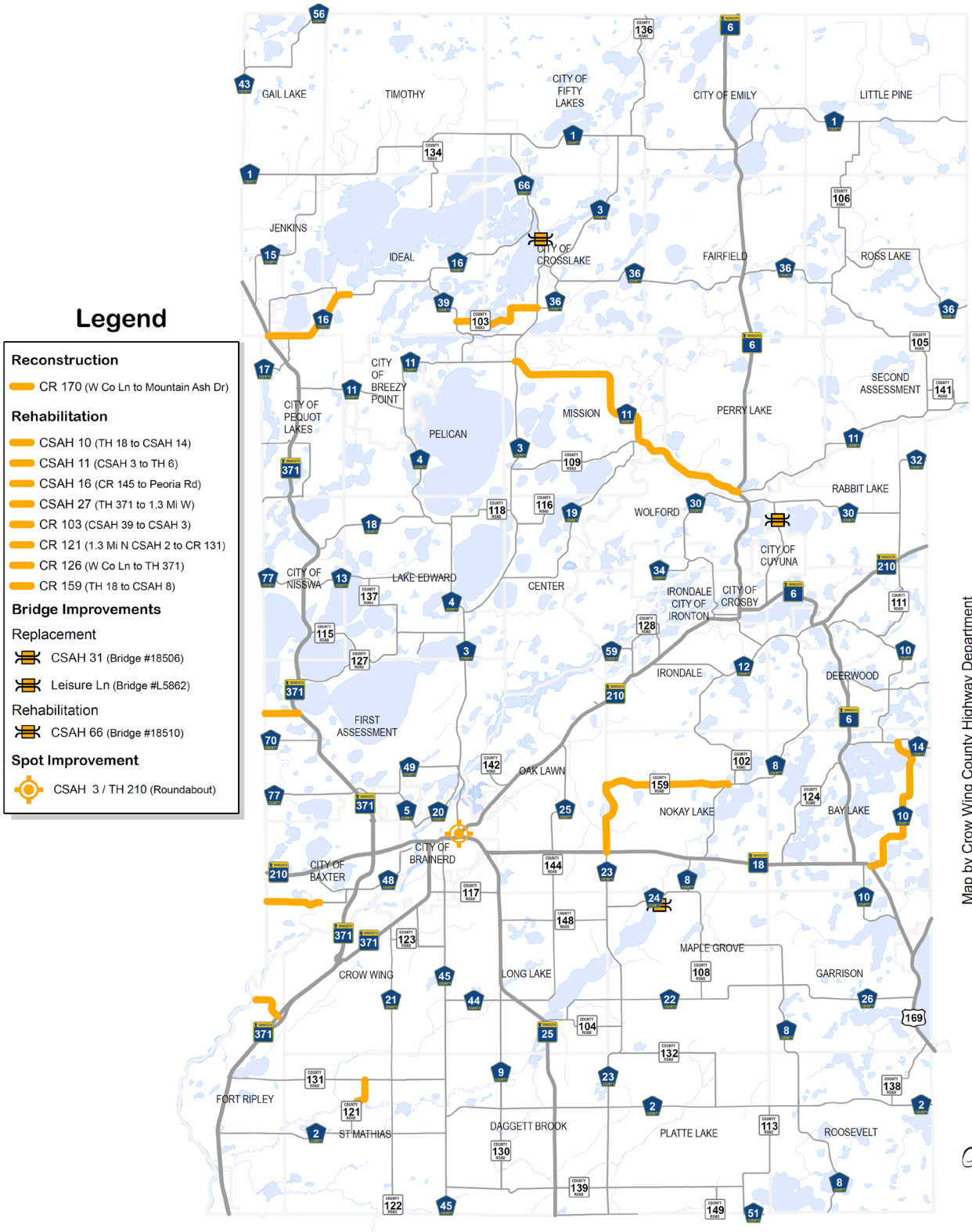


Map by Crow Wing County Highway Department
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SUMMARY OF CHANGES SINCE LAST HIP

PROPOSED 2026 PROGRAM			
2026 RESURFACING			
CR 170	18-170-03	Segments Between Mountain Ash and CSAH 48	Removed - Was Micro-surfaced in 2025 as Requested by Baxter
2026 SPOT IMPROVEMENTS			
CSAH 48	018-070-024	Knollwood to Isle Dr Trail Connection - Baxter Led Project	Included an Estimate for Potential County Cost Share
2026 OTHER PROJECTS			
East Bass Lake Rd	018-600-036	Mission Township State Park Road Project	Added - Mission Township Awarded Specialty Funding with Required County Pass Though
CSAH 45	018-645-000	Cost Share for Entrance Road Related to a ROW Turnback	Added - Part of a CSAH 45 Revocation Near Thelen Roofing
2026 RIGHT OF WAY			
FAD 417	18-417-01	Right-of-Way for Theater Road Extension	Moved from 2025 - Waiting on Information from Property Owner
PROPOSED 2027 PROGRAM			
2027 SPOT IMPROVEMENTS			
CSAH 11	018-011-000	Eagle View Elementary Intersection Improvements	Added upon Completion of Traffic Study - Joint Project with Pequot Lakes School District
CSAH 16	018-616-000	Right Turn and Bypass Lane at Ruttger Road	Added as a Request from Ideal Township
CSAH 26	018-626-000	Intersection Lighting at TH 169 with MnDOT Project	Added to Partner with MnDOT TH 169 Project
2027 OTHER PROJECTS			
CSAH 8	018-608-000	Cost Share for CSAH 8 Railroad Crossing Improvement	Added After Receiving Notice from the BNSF Railroad
PROPOSED 2028 PROGRAM			
2028 SPOT IMPROVEMENTS			
CSAH 12	018-612-000	Local Share of MnDOT Deerwood Project	Added after MnDOT Expressed Desire to Improve CSAH 12/TH 210 Intersection
2028 RIGHT OF WAY			
CSAH 3	018-603-000	CSAH 3/CSAH 49 Intersection	Added Due to Potential Need for 2029 Project
CSAH 21	018-621-000	Bridge 92547 - Hay Creek	Added Due to Potential Need for 2029 Project
PROPOSED 2029 PROGRAM			
2029 SPOT IMPROVEMENTS			
Misc.	018-090-009	City of Pequot Lakes Sidewalks - Safe Routes to School	Added - Pequot Lakes Awarded Specialty Funding Requiring County Pass Though
Various	018-070-028	Intersection Lighting at Various Locations	Added - Project Was Awarded Federal Funding
2029 OTHER PROJECTS			
CSAH 30	018-630-000	Placeholder for MnDOT Partner Project	Moved to 2030 to Align with MnDOT's Proposed Schedule

CROW WING COUNTY
2026 HIGHWAY IMPROVEMENT PLAN



Legend

Reconstruction

- CR 170 (W Co Ln to Mountain Ash Dr)

Rehabilitation

- CSAH 10 (TH 18 to CSAH 14)
- CSAH 11 (CSAH 3 to TH 6)
- CSAH 16 (CR 145 to Peoria Rd)
- CSAH 27 (TH 371 to 1.3 Mi W)
- CR 103 (CSAH 39 to CSAH 3)
- CR 121 (1.3 Mi N CSAH 2 to CR 131)
- CR 126 (W Co Ln to TH 371)
- CR 159 (TH 18 to CSAH 8)

Bridge Improvements

Replacement

- CSAH 31 (Bridge #18506)
- Leisure Ln (Bridge #L5862)

Rehabilitation

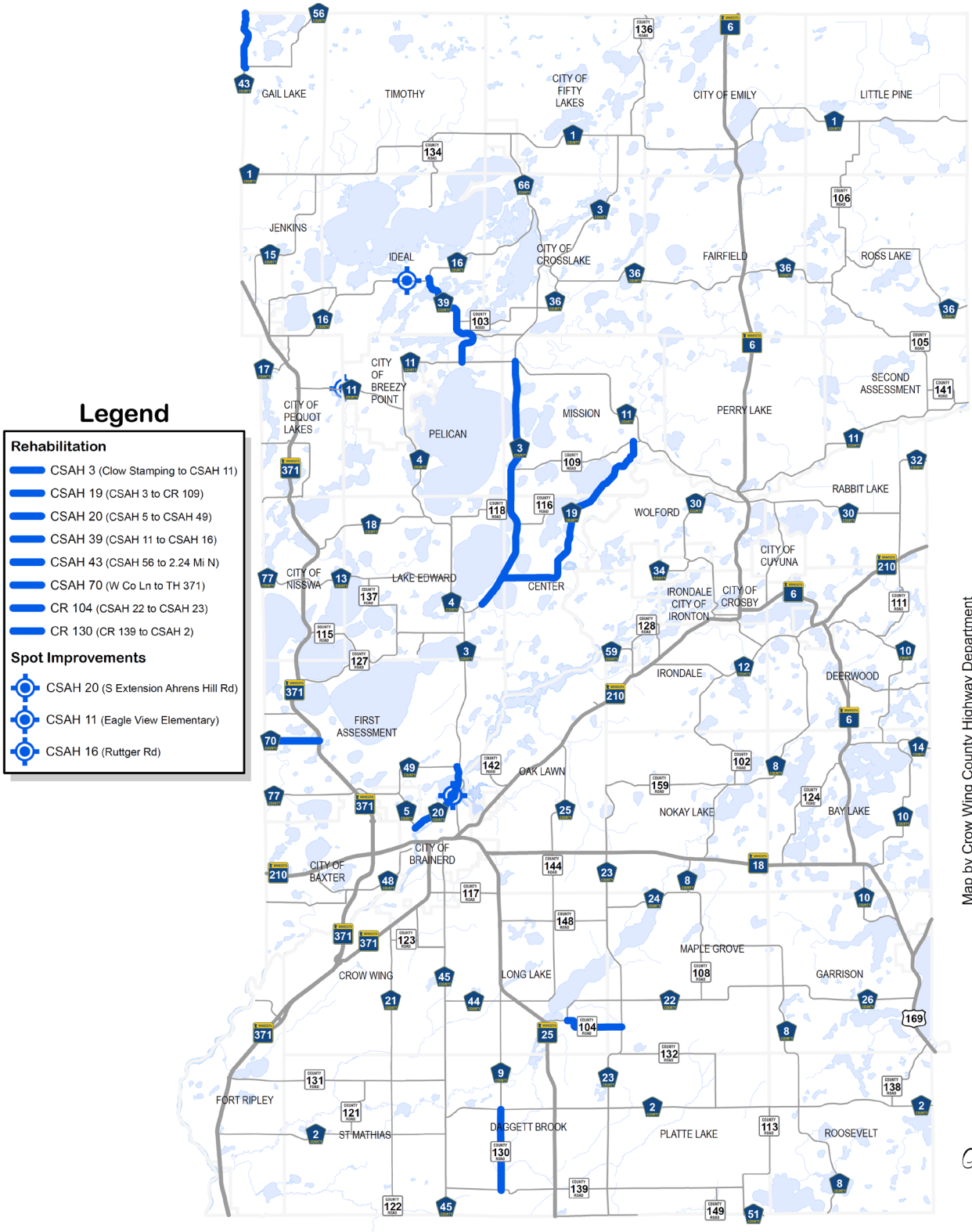
- CSAH 66 (Bridge #18510)

Spot Improvement

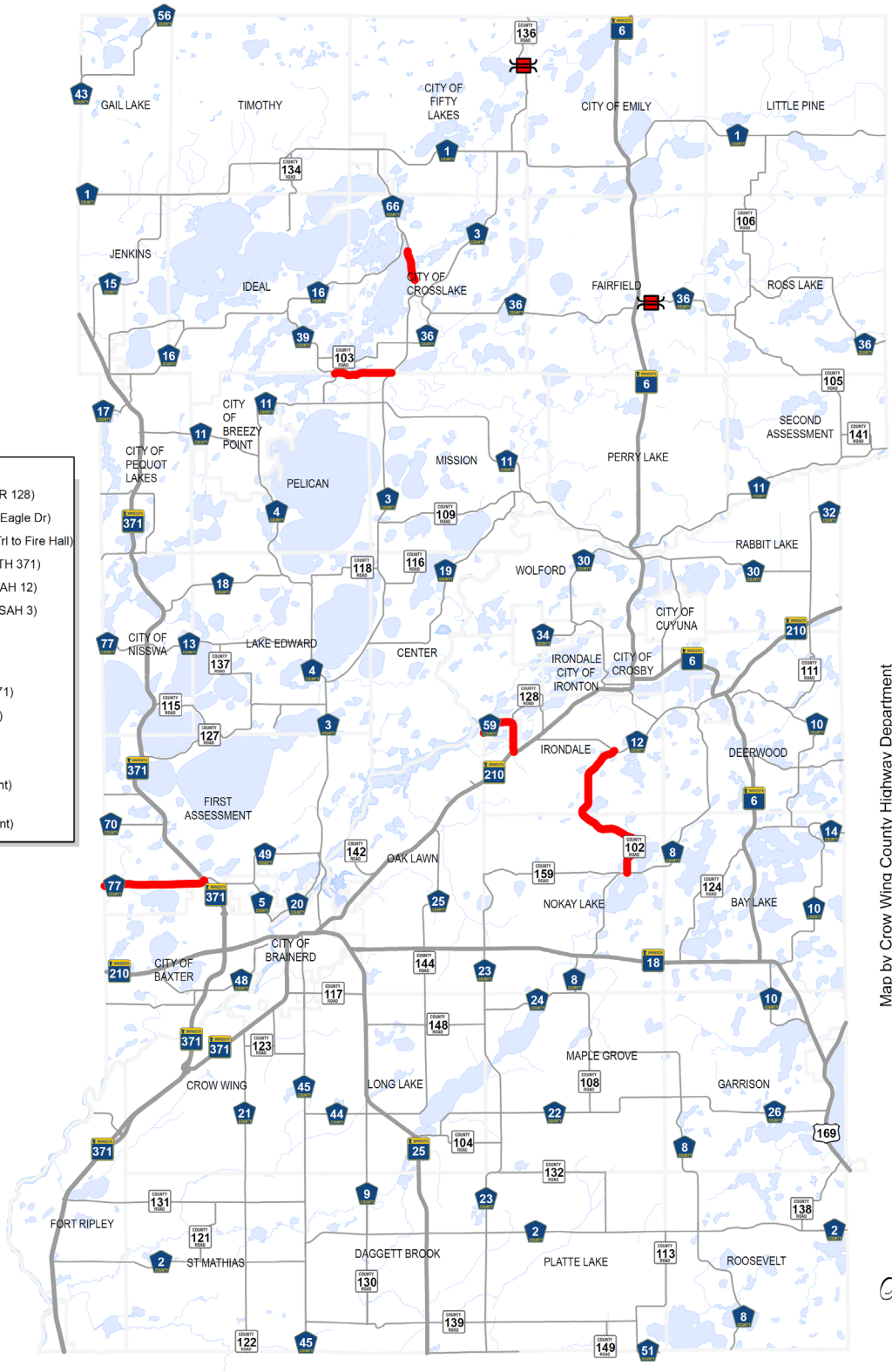
- CSAH 3 / TH 210 (Roundabout)

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CROW WING COUNTY
2027 HIGHWAY IMPROVEMENT PLAN



CROW WING COUNTY
2028 HIGHWAY IMPROVEMENT PLAN



Legend

Rehabilitation

- CSAH 59 (TH 210 to CR 128)
- CR 59 (CR 128 to Bald Eagle Dr)
- CSAH 66 (Bald Eagle Trl to Fire Hall)
- CSAH 77 (W Co Ln to TH 371)
- CR 102 (CSAH 8 to CSAH 12)
- CR 120 (CSAH 39 to CSAH 3)

Bridge Improvements

Replacement

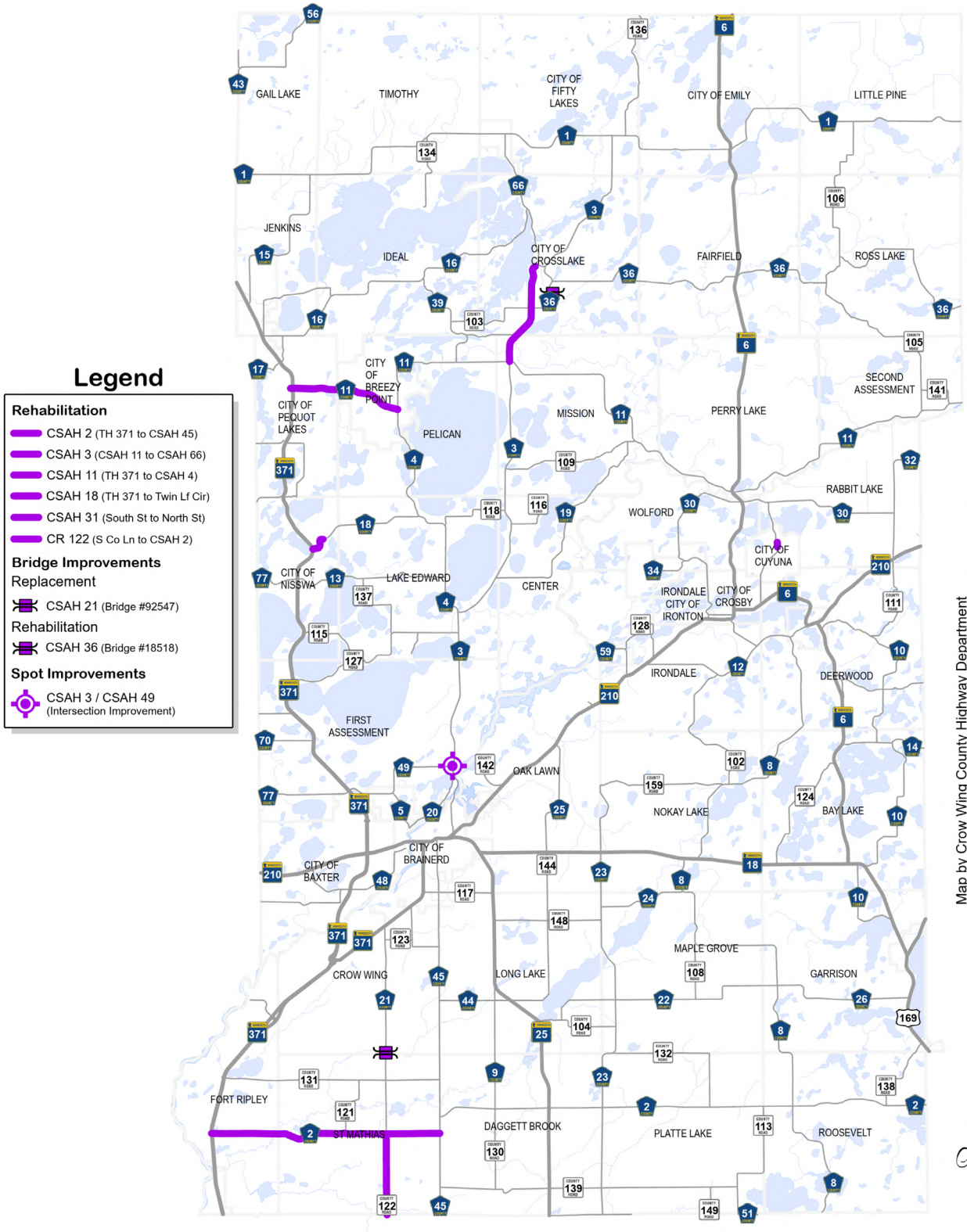
- CSAH 36 (Bridge #L2871)
- CR 136 (Bridge #18507)

Spot Improvements

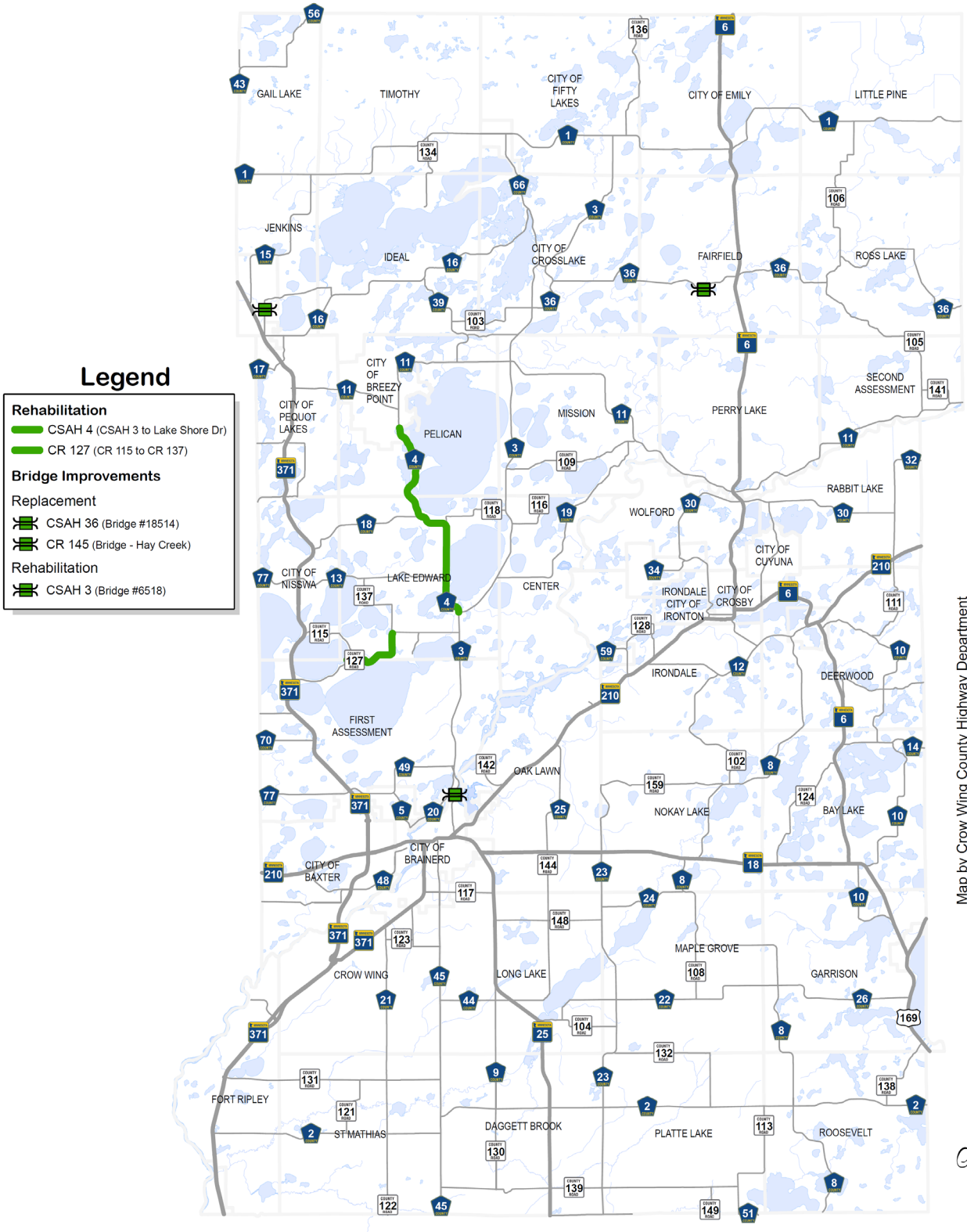
- CSAH 36 / CR 103 (Intersection Improvement)
- CSAH 11 / TH 6 (Intersection Improvement)

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CROW WING COUNTY
2029 HIGHWAY IMPROVEMENT PLAN

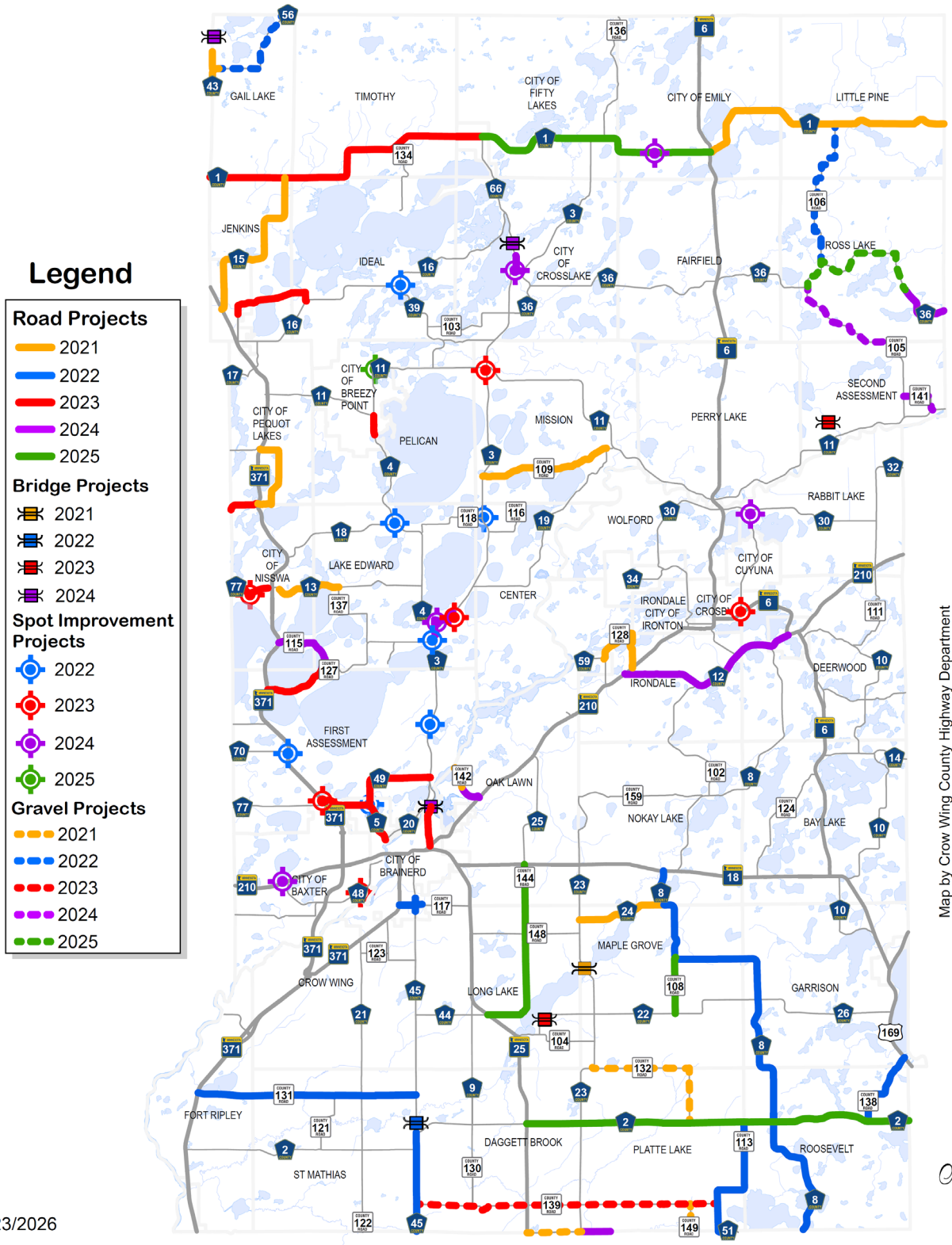


CROW WING COUNTY
2030 HIGHWAY IMPROVEMENT PLAN



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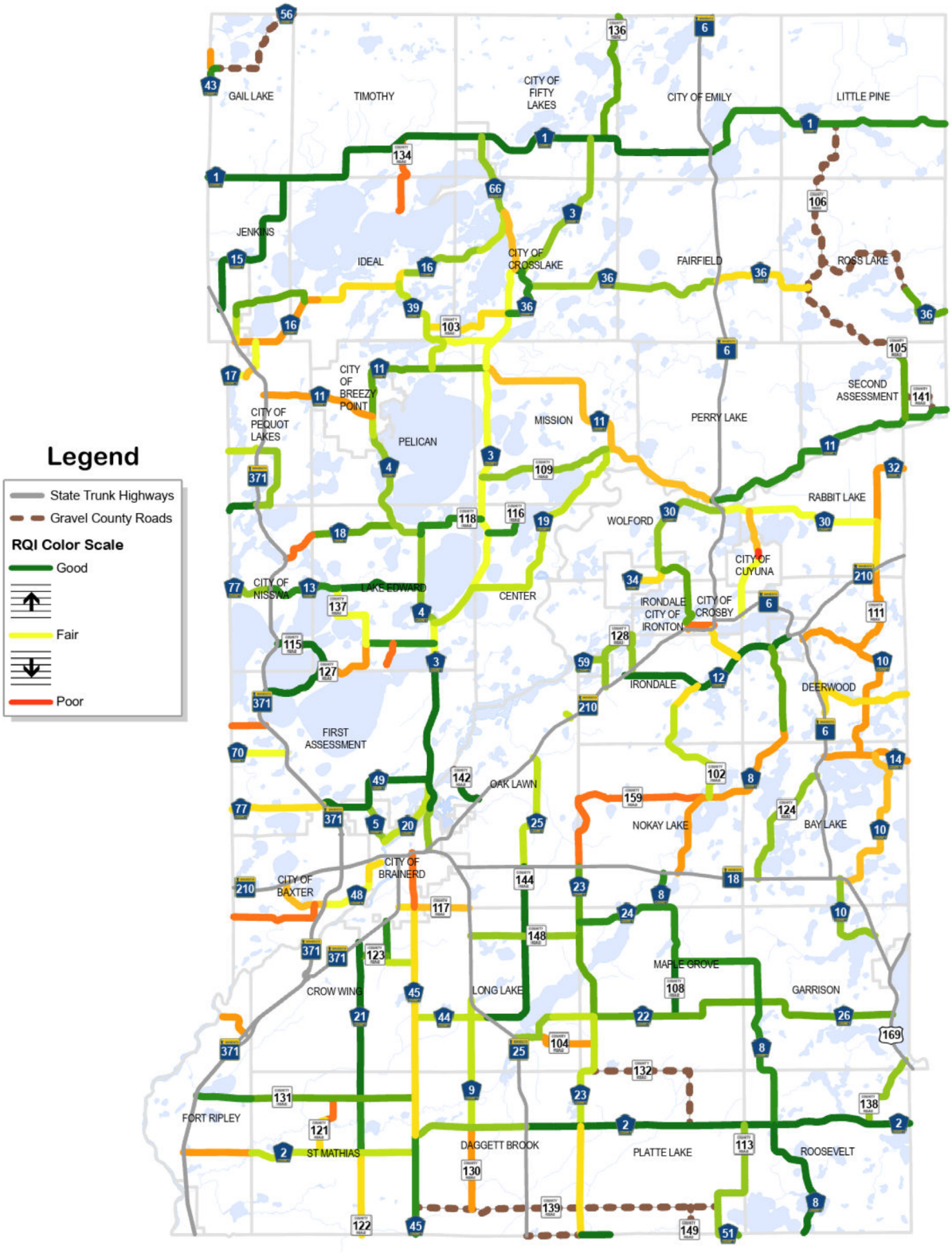
CROW WING COUNTY
2021-2025 COMPLETED PROJECTS



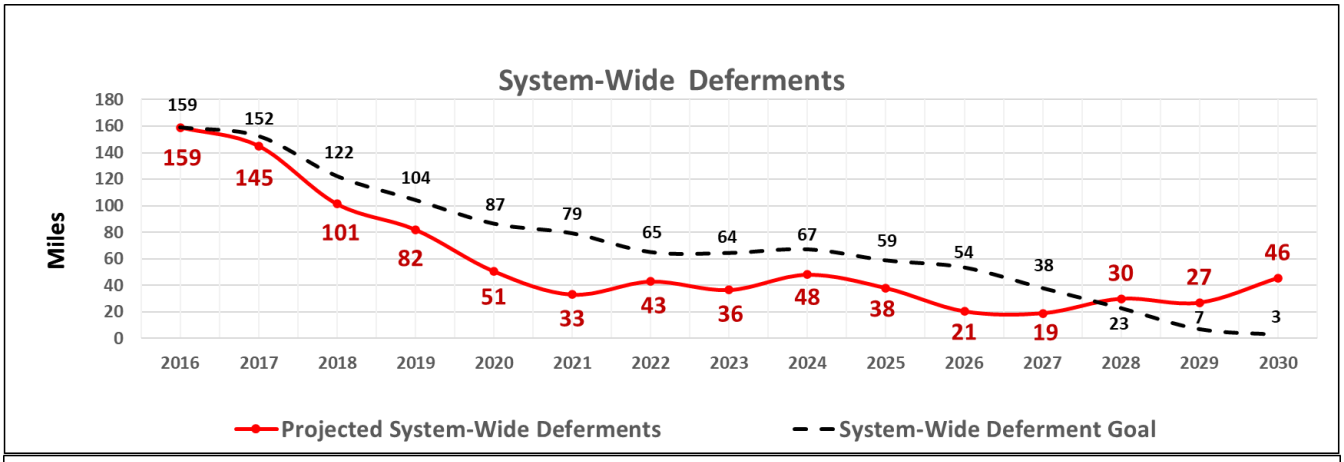
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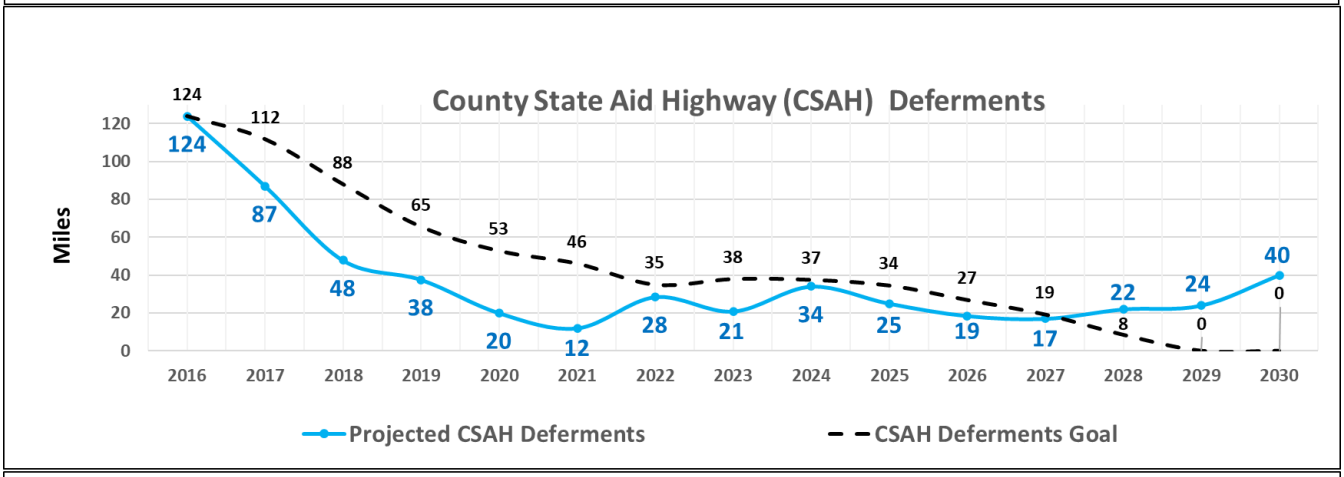
2/23/2026

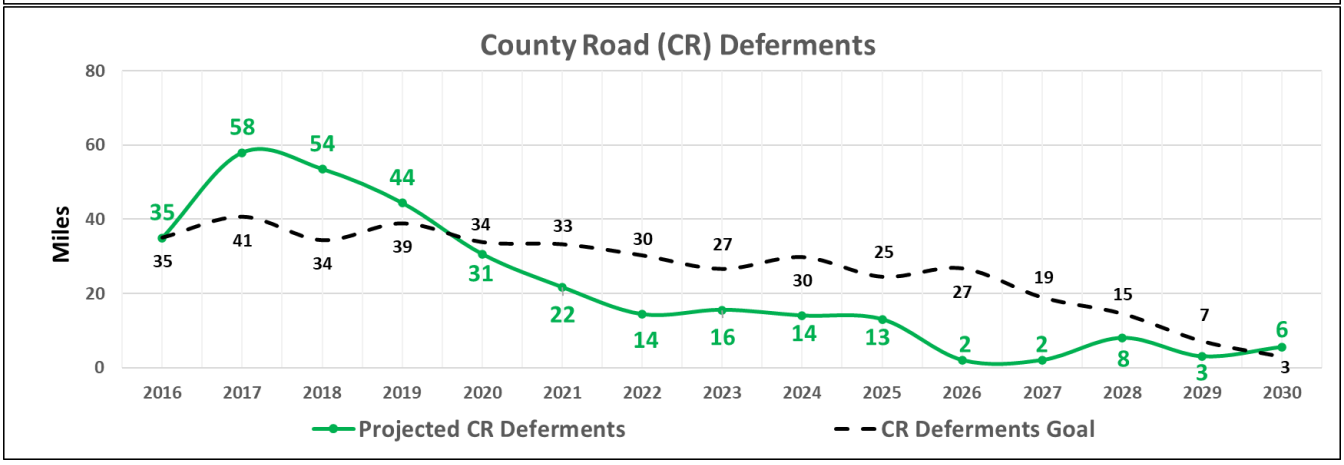
CROW WING COUNTY
RIDE QUALITIY INDEX



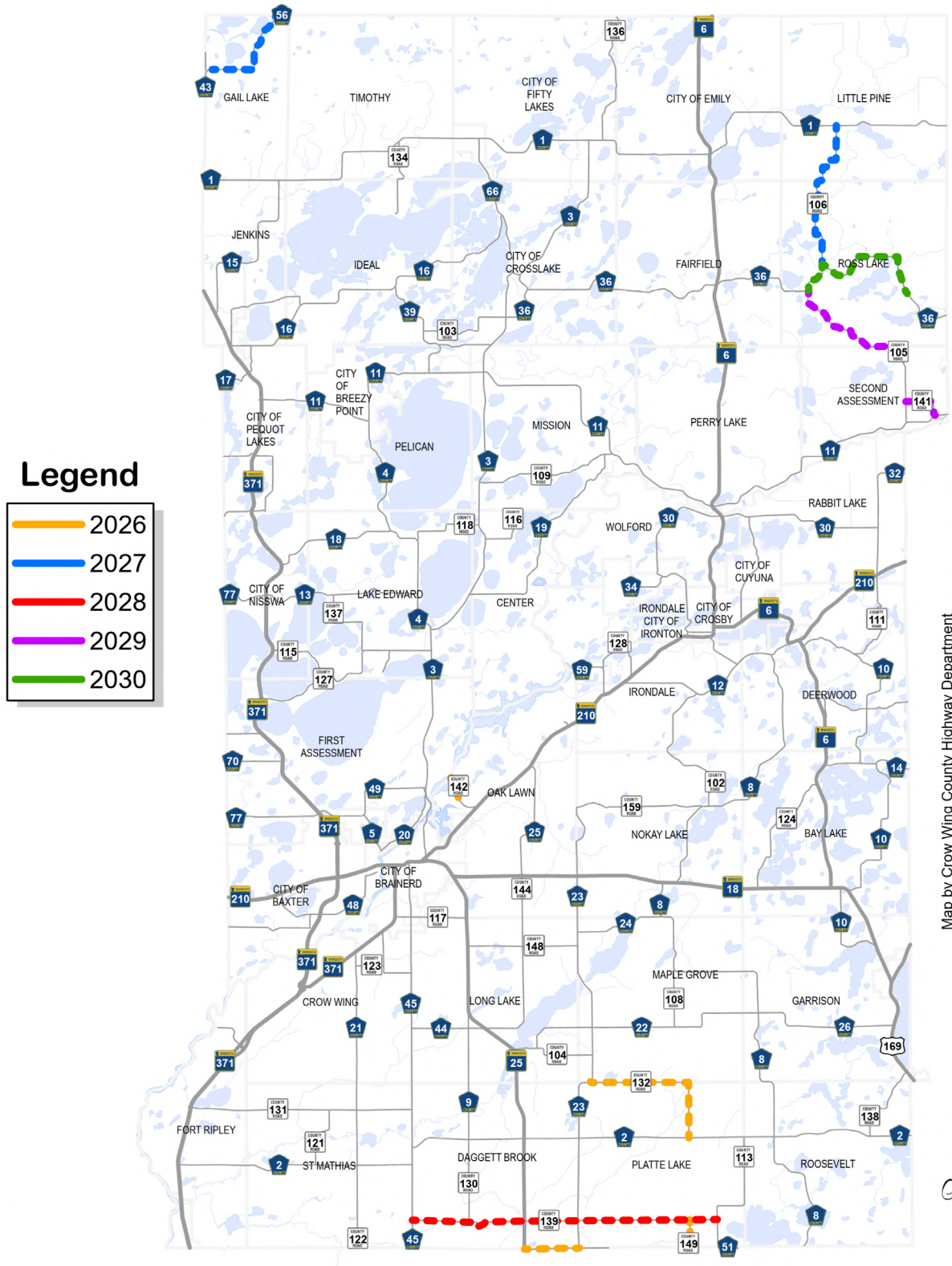
Deferment Elimination Progress



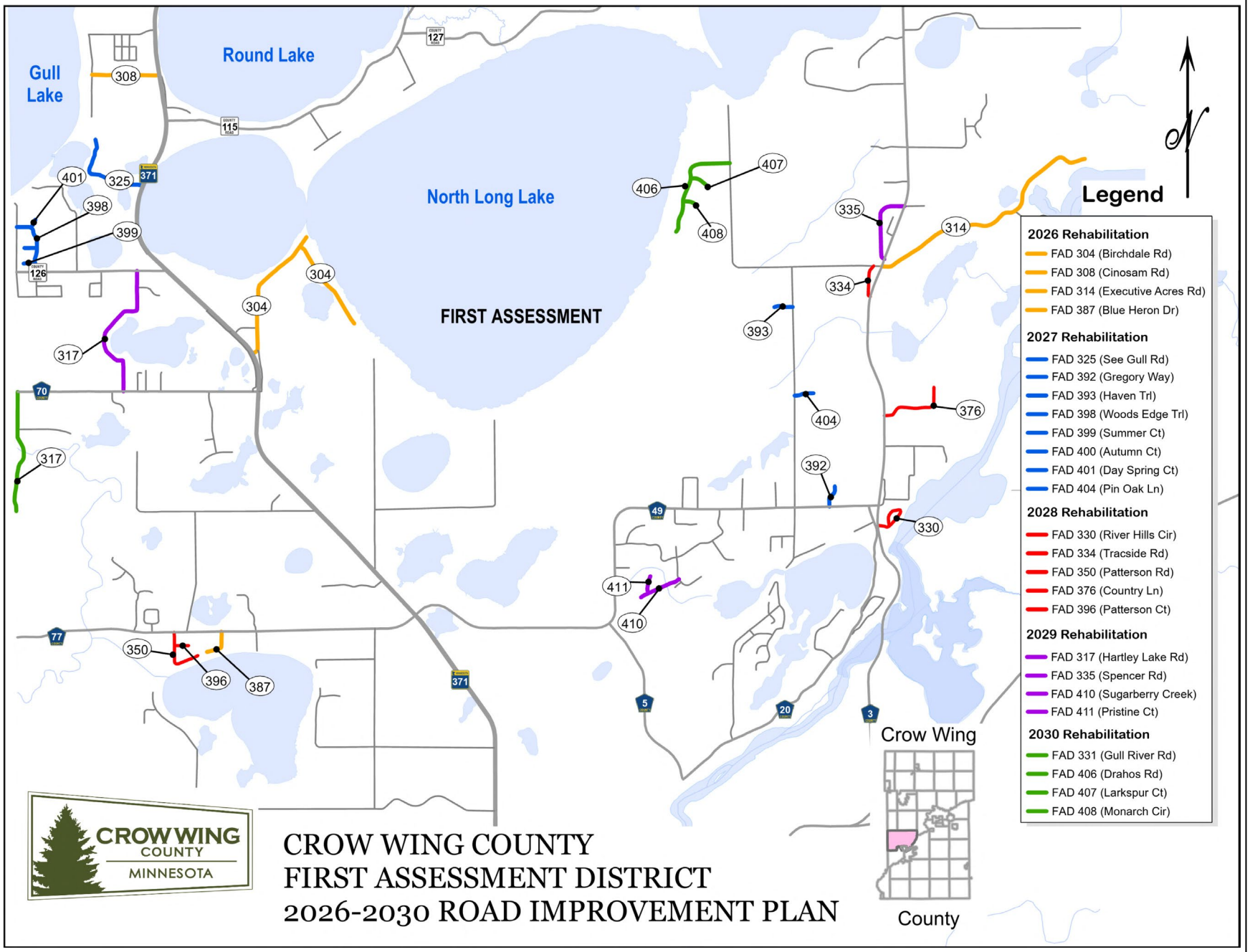


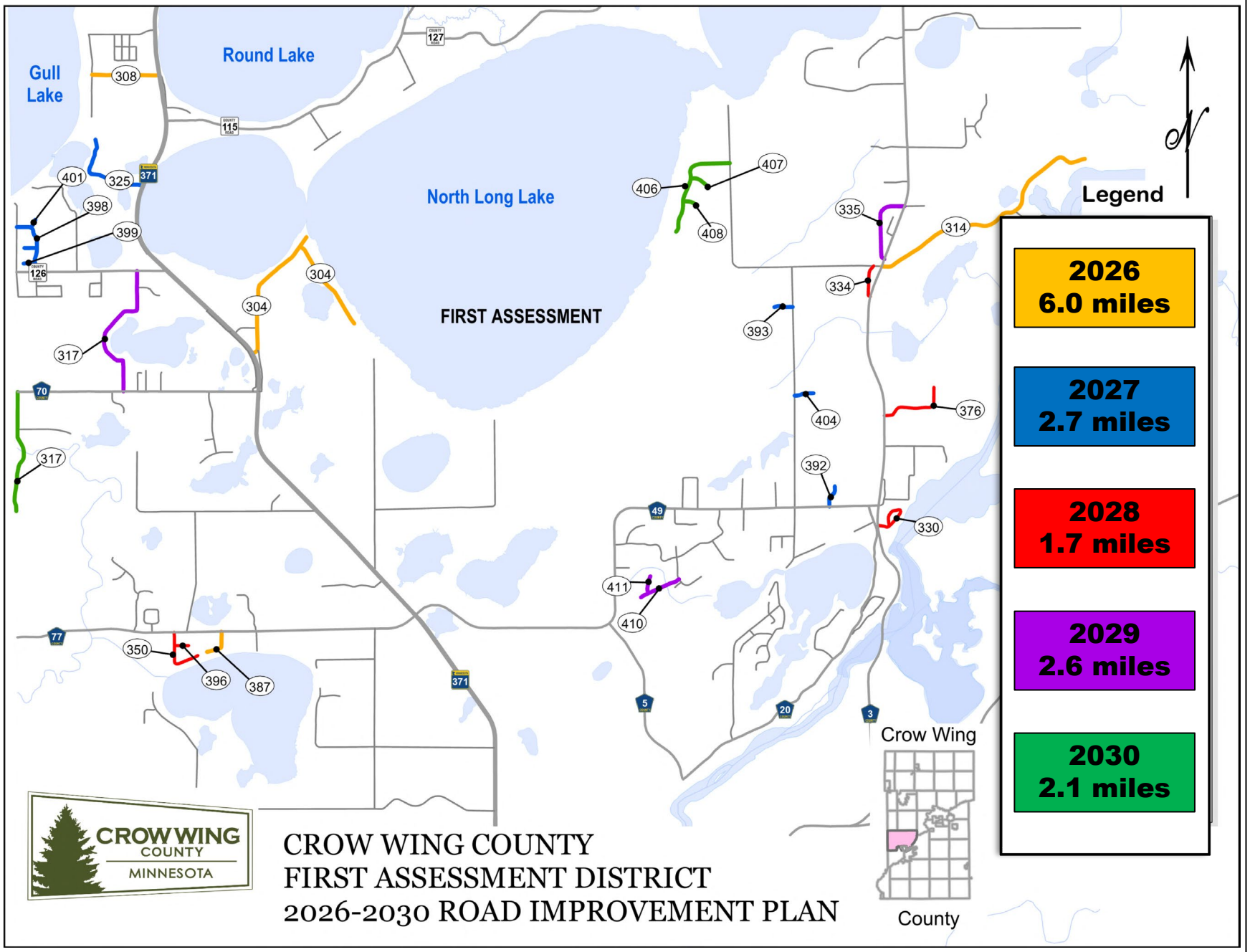


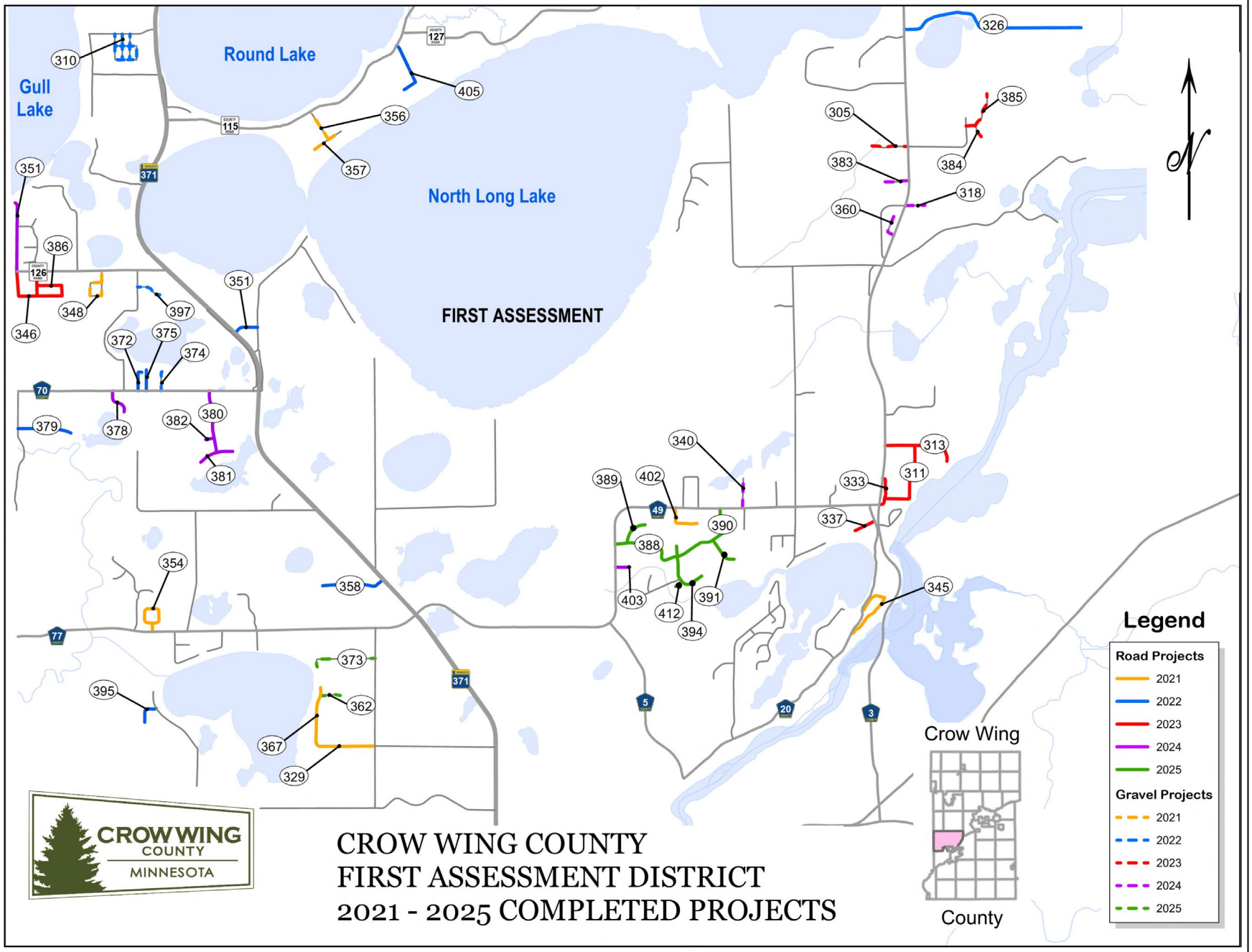
CROW WING COUNTY
2026 - 2030 GRAVELING

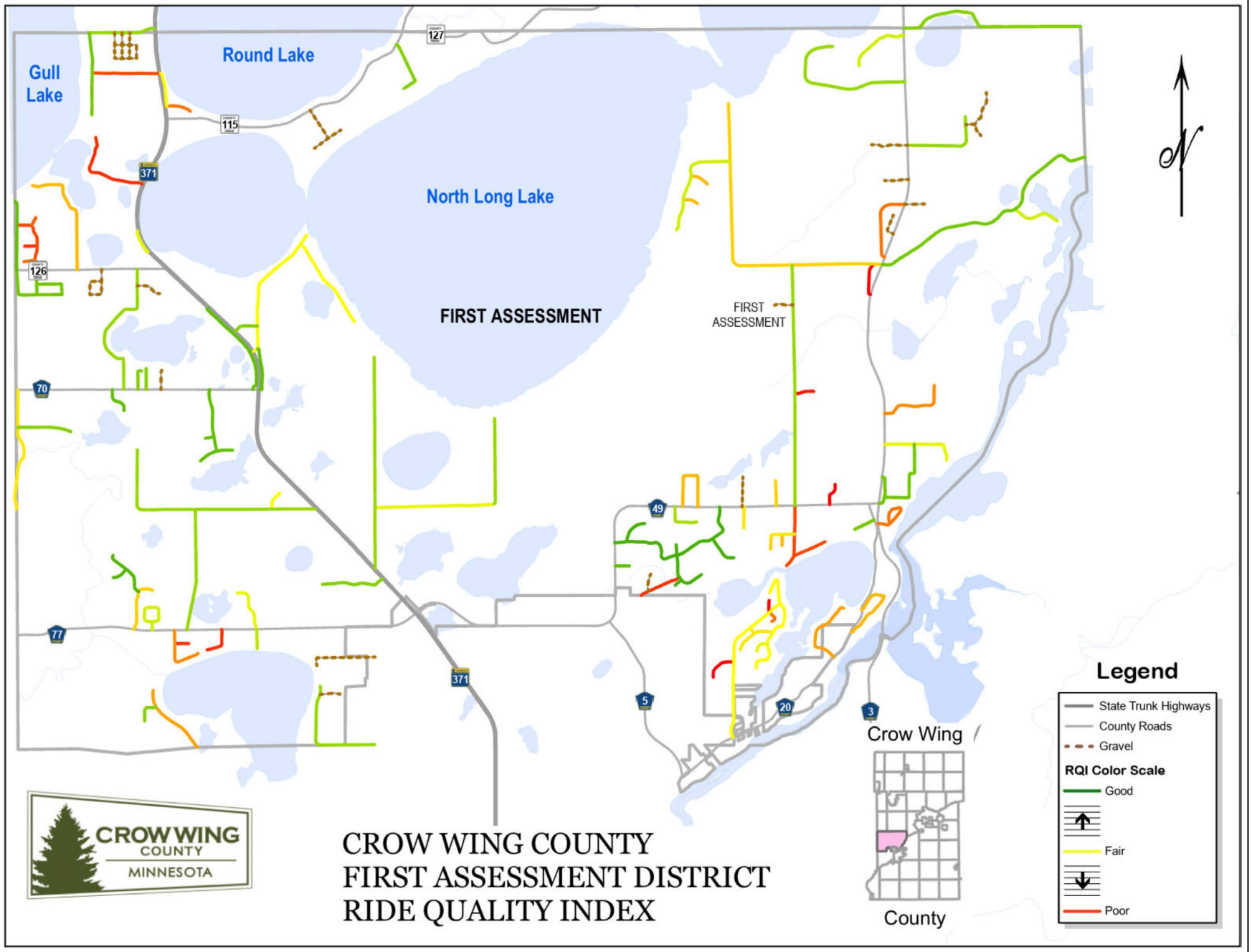


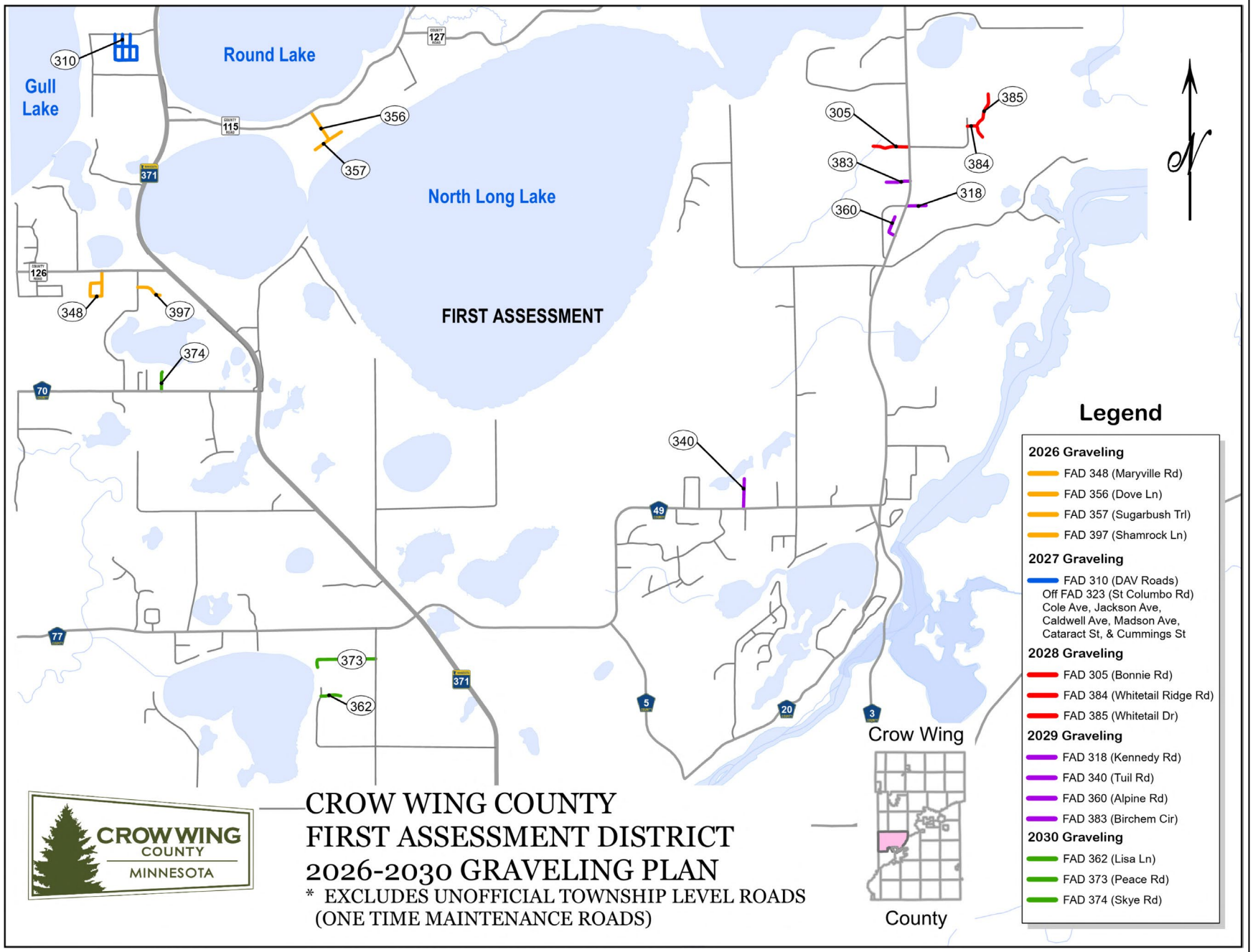
Map by Crow Wing County Highway Department
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Gull Lake
Round Lake
North Long Lake
FIRST ASSESSMENT
308
127
115
401
325
371
398
399
126
304
304
317
317
70
77
350
396
387
371
406
407
408
335
314
334
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404
376
392
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411
410
5
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3
Crow Wing
County
N
Legend
2026 Rehabilitation
FAD 304 (Birchdale Rd)
FAD 308 (Cinosam Rd)
FAD 314 (Executive Acres Rd)
FAD 387 (Blue Heron Dr)
2027 Rehabilitation
FAD 325 (See Gull Rd)
FAD 392 (Gregory Way)
FAD 393 (Haven Trl)
FAD 398 (Woods Edge Trl)
FAD 399 (Summer Ct)
FAD 400 (Autumn Ct)
FAD 401 (Day Spring Ct)
FAD 404 (Pin Oak Ln)
2028 Rehabilitation
FAD 330 (River Hills Cir)
FAD 334 (Tracside Rd)
FAD 350 (Patterson Rd)
FAD 376 (Country Ln)
FAD 396 (Patterson Ct)
2029 Rehabilitation
FAD 317 (Hartley Lake Rd)
FAD 335 (Spencer Rd)
FAD 410 (Sugarberry Creek)
FAD 411 (Pristine Ct)
2030 Rehabilitation
FAD 331 (Gull River Rd)
FAD 406 (Drahos Rd)
FAD 407 (Larkspur Ct)
FAD 408 (Monarch Cir)
CROW WING COUNTY
MINNESOTA
CROW WING COUNTY
FIRST ASSESSMENT DISTRICT
2026-2030 ROAD IMPROVEMENT PLAN


Gull Lake
Round Lake
North Long Lake
FIRST ASSESSMENT
308
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2027
2.7 miles
2028
1.7 miles
2029
2.6 miles
2030
2.1 miles
Crow Wing
County
CROW WING
COUNTY
MINNESOTA
CROW WING COUNTY
FIRST ASSESSMENT DISTRICT
2026-2030 ROAD IMPROVEMENT PLAN


Round Lake
Gull Lake
North Long Lake
FIRST ASSESSMENT
310
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403
412
391
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326
305
385
383
384
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345
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Crow Wing
County
Legend
Road Projects
2021
2022
2023
2024
2025
Gravel Projects
2021
2022
2023
2024
2025
CROW WING COUNTY
MINNESOTA
CROW WING COUNTY
FIRST ASSESSMENT DISTRICT
2021 - 2025 COMPLETED PROJECTS

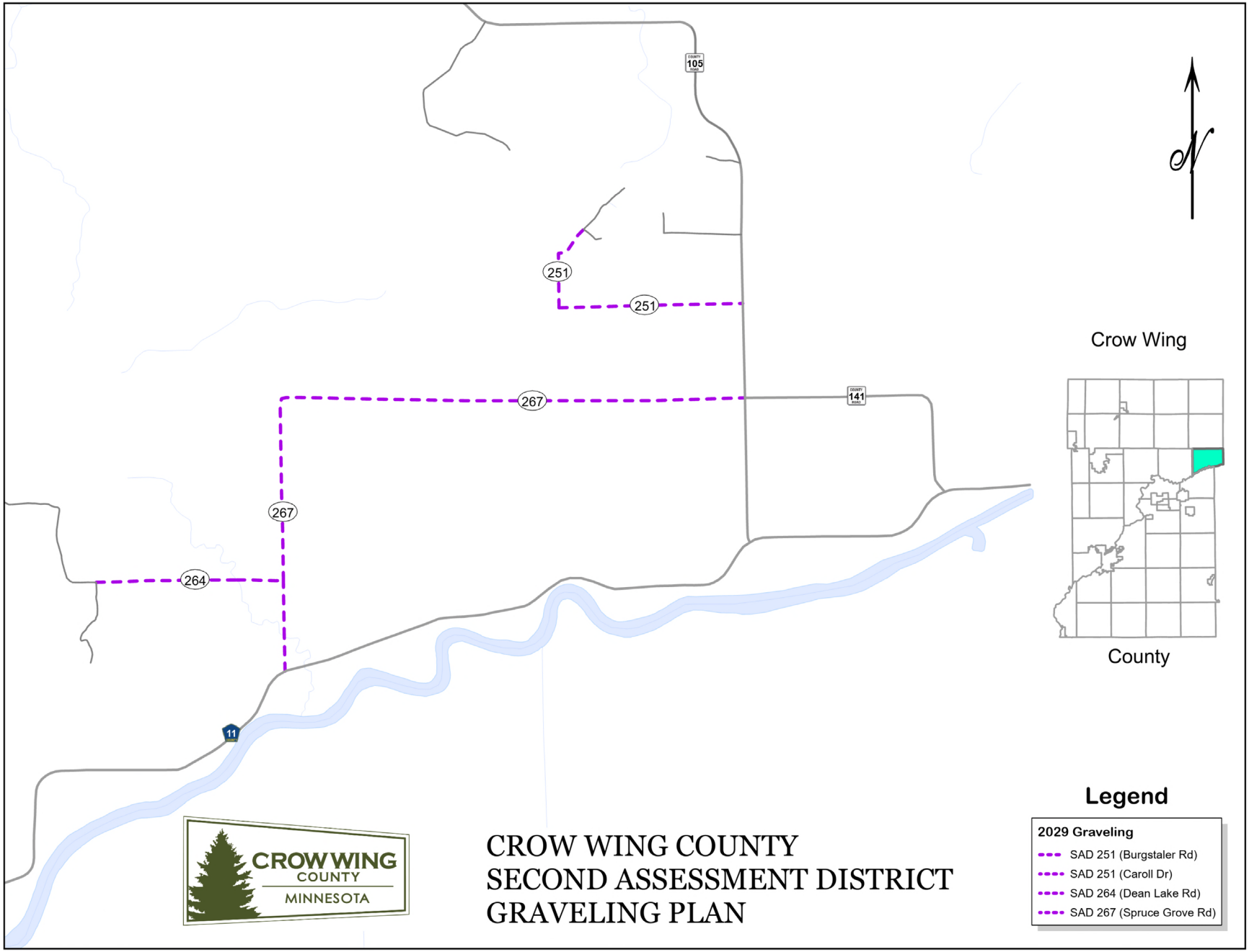

Gull Lake
Round Lake
North Long Lake
FIRST ASSESSMENT
FIRST ASSESSMENT
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3
Crow Wing
County
Legend
State Trunk Highways
County Roads
Gravel
RQI Color Scale
Good
Fair
Poor
CROW WING COUNTY
MINNESOTA
CROW WING COUNTY
FIRST ASSESSMENT DISTRICT
RIDE QUALITY INDEX



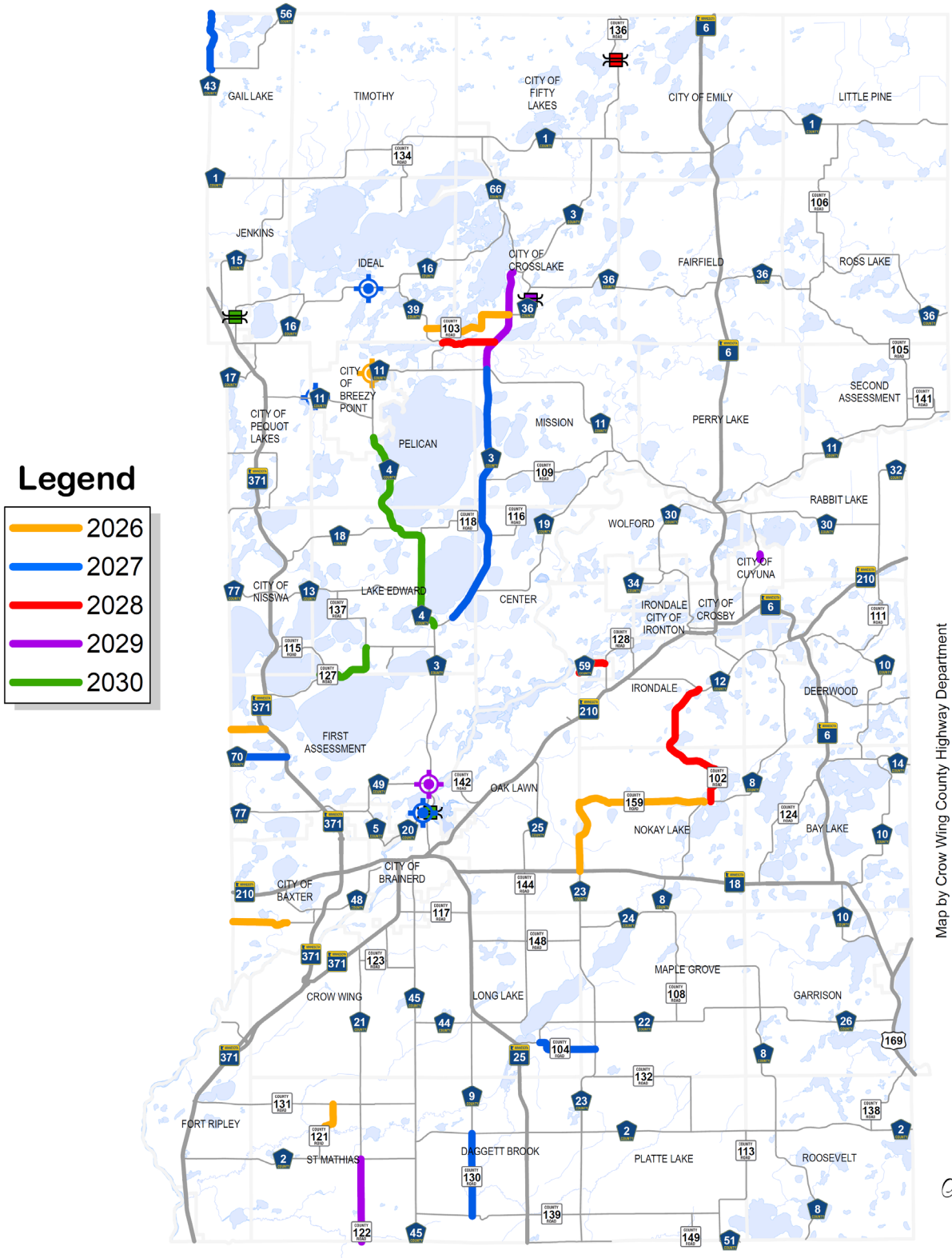
CROW WING COUNTY
MINNESOTA

CROW WING COUNTY
FIRST ASSESSMENT DISTRICT
2026-2030 GRAVELING PLAN

* EXCLUDES UNOFFICIAL TOWNSHIP LEVEL ROADS
(ONE TIME MAINTENANCE ROADS)

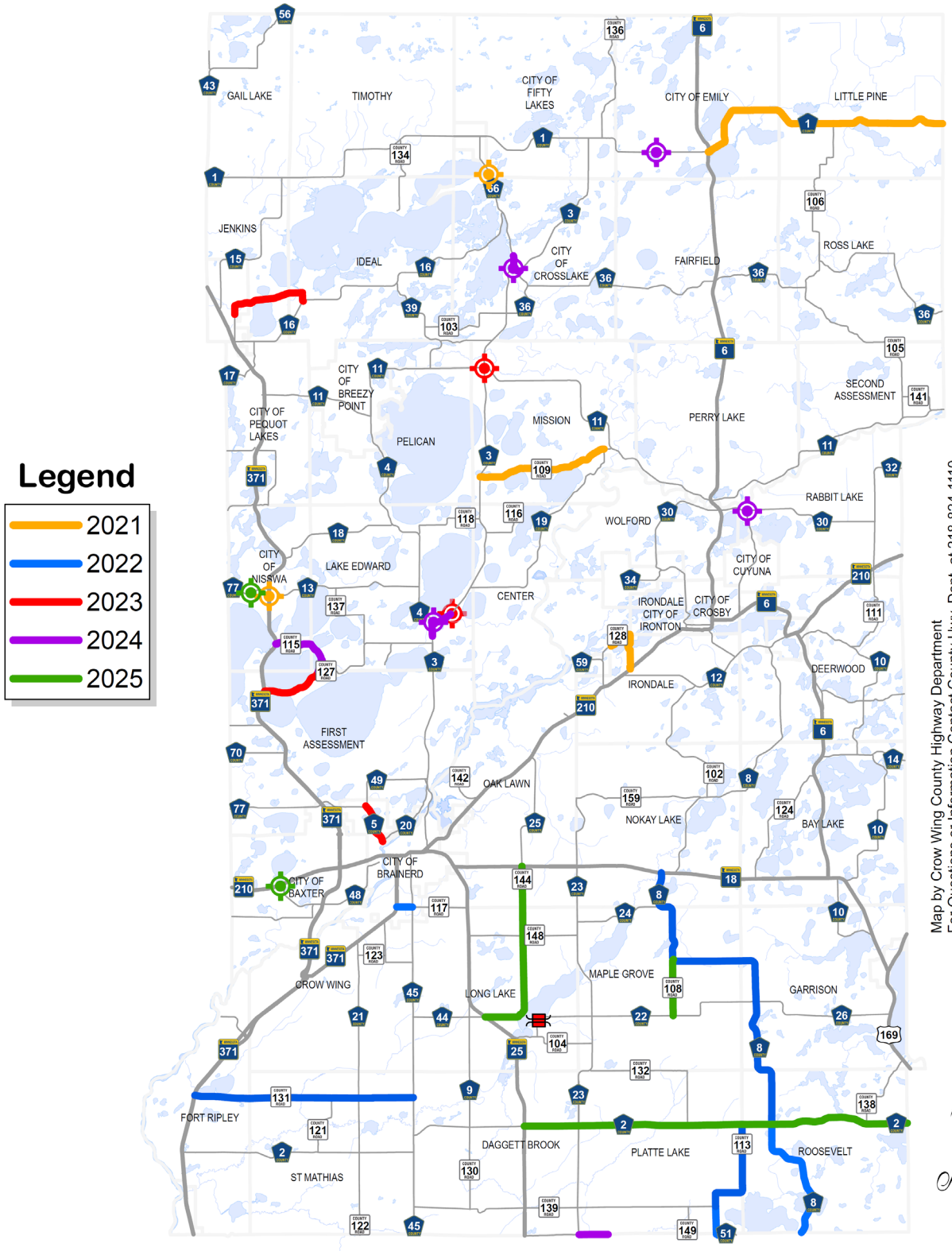

105
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267
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264
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Crow Wing
County
CROW WING
COUNTY
MINNESOTA
CROW WING COUNTY
SECOND ASSESSMENT DISTRICT
GRAVELING PLAN
Legend
2029 Graveling
SAD 251 (Burgstaler Rd)
SAD 251 (Caroll Dr)
SAD 264 (Dean Lake Rd)
SAD 267 (Spruce Grove Rd)

CROW WING COUNTY
2026 - 2030 SALES TAX PROJECTS

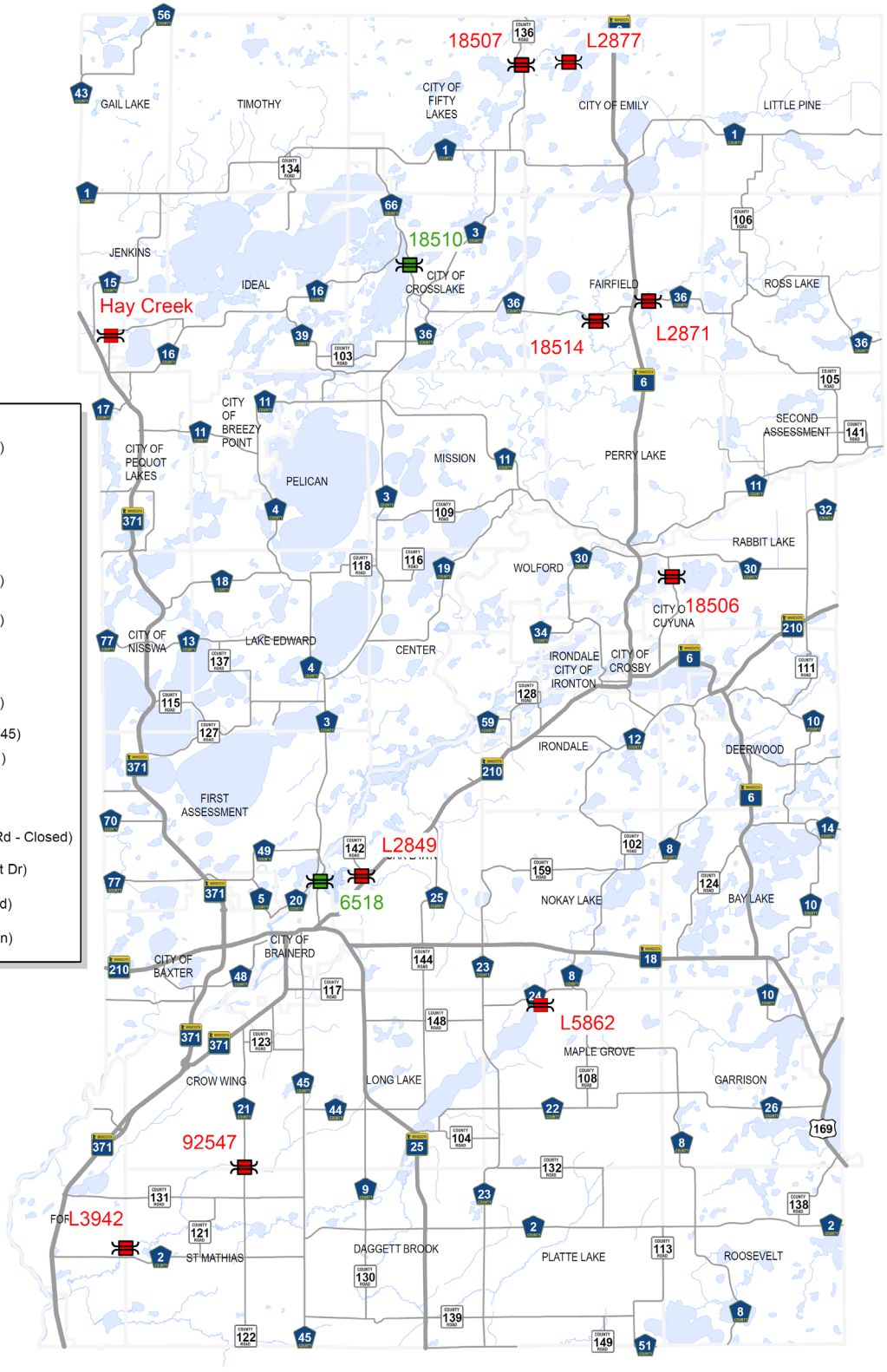


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CROW WING COUNTY
2021 - 2025 SALES TAX PROJECTS



CROW WING COUNTY
BRIDGE PRIORITY LIST



Legend

Rehabilitation

- 18510 (CSAH 66) Scheduled 2026
- 6518 (CSAH 3)

Replacement

County

- 18506 (CSAH 31) Scheduled 2026
- L2871 (CSAH 36) Schedule 2028
- 18057 (CR 136) Scheduled 2028
- 18514 (CSAH 36)
- Hay Creek (CR 145)
- 92547 (CSAH 21) Scheduled 2029

City / Township

- L3942 (Koering Rd - Closed)
- L2877 (Roosevelt Dr)
- L2849 (Jordan Rd)
- L5862 (Leisure Ln)

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REQUEST FOR BOARD ACTION

DATE: April 14, 2026
Date of Board Meeting

Highway
ORIGINATING DEPARTMENT

Tim Bray
DEPARTMENT APPROVAL:
Dept Head Initial

AGENDA ITEM 1: Approve 2026-2030 Highway Improvement Plan (HIP)

PREVIOUS ACTION: Draft HIP presented at the Transportation Advisory Committee, held March 3, 2026

RECOMMENDED BOARD ACTION: Approve the 2026-2030 Highway Improvement Plan (HIP). Direct the County Engineer to proceed with all the planning and engineering activities required to deliver the projects in the year identified in the 2026-2030 HIP.

COMMENTS:

Upon approval, the 2026-2030 HIP will be placed on the Highway Department website for public use.

Supporting documentation is attached.

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Sheriff	Andy Bradley
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Fleet Vehicles Replacement & Addition Budget Amendment

PREVIOUS ACTION:
4/9/26 - Presented at Budget Committee Meeting.

COMMENTS:
The Sheriff's Office is requesting approval to utilize funds received through the federally funded Task Force Officer (TFO) Program for the purchase of essential equipment and vehicles. These awarded funds will be applied toward two critical asset needs outlined below.

- Replacement of Unit 892 with a 2026 Ford Transit T-250 AWD Cargo Van
- Addition to the Fleet of a 2026 Chevrolet Tahoe Police Pursuit Vehicle

The proposed vehicle purchases provide measurable benefits to the Sheriff's Office operations and the community. Replacing the aging transport van will reduce maintenance-related downtimes and mechanical failures, cut unplanned service disruptions and improving staff efficiency. The addition of a ready-reserve Tahoe Police Pursuit Vehicle significantly shortens the time required to return a damaged squad to operational status by eliminating board-approval delays and vehicle manufacturing lead time, which can extend several weeks or months.

RECOMMENDED BOARD ACTION:
To approve the Sheriff's Office Fleet Vehicles Replacement & Addition Budget Amendment.

Approximate length of presentation:

Budget Amendment Form
Crow Wing County

Amendment Title: Fleet Vehicles Replacement & Addition
Project Number:
Date Requested: 4/9/2026
Project Category: Fleet
Department: Sheriff Department
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)	160,000.00				
TOTAL REVENUES	**$160,000.00**	**$ 0**	**$ 0**	**$ 0**	**$ 0**
EXPENDITURES:					
Operating – Increase/(Decrease)					
Capital – Increase/(Decrease)	136,283.12		($93,500)		
TOTAL EXPENDITURES	**$136,283.12**	**$ 0**	**($93,500)**	**$ 0**	**$ 0**
LESS: What can be absorbed in your current operating or capital budget?					
2026 REMAINING REVENUE & 2028 SAVINGS:	**$23,716.88**	**$ 0**	**($93,500)**	**$ 0**	**$ 0**

Budget Amendment Form
Crow Wing County

Summary of amendment request:

The Sheriff's Office is requesting approval to utilize funds received through the federally funded Task Force Officer (TFO) Program for the purchase of essential equipment and vehicles. These awarded funds will be applied toward two critical asset needs outlined below.

Asset 1: Replacement of Unit 892 – 2001 GMC Savana 3500 Transport Van

Unit 892, a 2001 GMC Savana 3500 equipped with a prisoner transport enclosure, has reached 25 years of service and is in deteriorating condition. Its increasing mechanical failures reduce reliability and impact the department's ability to safely and efficiently transport detainees. To maintain safe and compliant transport operations, the Sheriff's Office is requesting approval to replace Unit 892 with a **2026 Ford Transit T-250 AWD Cargo Van**, which will accommodate the current transport enclosure.

Projected expenses include:

- Mills Ford: $53,025.00
- Auto Smith: $21,282.52
- Marked Unit Tax, Title & Licensing Fees: $52.00
- 5% Contingency: $3,717.98

Total Not to Exceed: $78,077.50

This upgrade will significantly improve operational reliability and ensure continuity of secure transport services.

Asset 2: Addition to the Fleet of a 2026 Chevrolet Tahoe PPV Patrol Vehicle

The Sheriff's Office is requesting approval to purchase a 2026 Chevrolet Tahoe Police Pursuit Vehicle (PPV) to serve as a dedicated ready-reserve patrol unit. This vehicle is being acquired with the specific intent of eliminating operational delays that occur when a patrol squad is involved in an accident or declared a total loss.

Under the current process, the Sheriff's Office must secure board approval before ordering a replacement vehicle. This approval step—combined with the manufacturer's build schedule and the additional time required to upfit the vehicle and transfer equipment from the damaged squad—creates an extended period during which patrol coverage may be impacted. By having a pre-purchased Tahoe PPV already in the fleet, the Sheriff's Office can immediately send the vehicle to the upfitter for equipment transfer when a patrol squad is

involved in an accident or declared a total loss. This eliminates delays caused by waiting for board approval, procurement processing, manufacturer build times, and initial upfitting, ensuring continuous patrol operations and minimizing service interruptions. Once the reserve vehicle is deployed to replace a damaged unit, the Sheriff's Office will still follow the standard budget and board approval process to replace the ready-reserve vehicle itself. This maintains full accountability and compliance with county budgeting procedures. At the time of the incident, a budget amendment will also be filed to initiate the replacement process and ensure long-term fleet readiness.

Projected expenses include:

- North Country GM = $55,381.92
- Marked Unit Tax, Title & Licensing Fees: $52.00
- 5% Contingency: $2,771.70

Total Not to Exceed: $58,205.62

Long term cost / (savings) considerations (tails):

The proposed vehicle purchases are expected to generate long-term operational savings and reduce unforeseen expenses for the Sheriff's Office. Replacing the aging 2001 GMC Savana transport van will significantly reduce repair frequency, maintenance downtime, and associated costs that have increased due to the vehicle's age and deteriorating condition. Investing in a new 2026 Ford Transit T-250 is anticipated to stabilize maintenance expenditures and improve service reliability over the next decade. Similarly, the addition of a 2026 Chevrolet Tahoe PPV as a ready-reserve patrol vehicle provides long-term cost protection by minimizing service gaps, rental expenses, and operational delays when existing patrol units are involved in accidents or require extended repairs. By maintaining an immediately deployable replacement vehicle, the department reduces reliance on temporary alternatives and avoids productivity losses that can occur during insurance or repair-related wait times. Overall, these purchases are expected to decrease maintenance volatility, extend fleet longevity, and reduce unplanned operational costs, resulting in meaningful long-term savings for the agency.

Effect on other departments (Countywide):

There is no anticipated negative effect on other county departments. The purchase of these vehicles utilizes designated TFO program funds and does not require reallocation of resources from other departments. The addition of a ready-reserve patrol vehicle is expected to improve overall public safety responsiveness, which benefits the county as a whole without creating additional operational demands on other departments.

Budget Amendment Form
Crow Wing County

Quantify the benefit (customers, staff, processes, environment, etc.):

The proposed vehicle purchases provide measurable benefits to Sheriff's Office operations and the community. Replacing the aging transport van will reduce maintenance-related downtime and mechanical failures, cutting unplanned service disruptions and improving staff efficiency. The addition of a ready-reserve Tahoe PPV significantly shortens the time required to return a damaged squad to operational status by eliminating board-approval delays and vehicle manufacturing lead times, which can otherwise extend several weeks or months. This improved readiness enhances response capability and ensures uninterrupted public safety services. Operational processes also benefit through reduced administrative workload related to emergency procurement, fewer temporary operational adjustments, and a streamlined response when fleet failures occur. Collectively, these improvements enhance overall service reliability, reduce operational volatility, and strengthen the department's ability to maintain consistent coverage across the county.

Revenue/Expenditure assumptions used in calculating amendment:

The budget amendment assumes that all costs associated with the purchase, upfitting, and preparation of both vehicles will be fully funded using awarded Task Force Officer (TFO) program dollars. No levy dollars or countywide reallocations are required to support this request. Expenditure calculations include the vehicle base price, tax, title & licensing fees, upfitting expenses, and a 5% contingency to cover potential price fluctuations or unforeseen costs. These amounts reflect current vendor quotes and standard county procurement estimates. There are no anticipated ongoing operating cost increases beyond normal fuel and maintenance expenses already budgeted within the Sheriff's Office fleet operations.

References and sources:

North Country Gm Quote
Mills Ford Van Quote
Auto Smith Vehicle Upfitting Quote
Licensing Cost Marked Vehicle

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

Organization Code:	01210201, 01210219, 01230233
Object Code:	01210201-54090 for $58,205.62 (link as needed)
	01210219-54090 for $78,077.50 (link as needed)
	01230233-54090 for $23,716.88
	01210201-66400 for $58,205.62
	01210219-66400 for $78,077.50 (link as needed)

Capital: ☑ or Non-Capital: ☐

Budget Amendment Form
Crow Wing County

Senior Manager Approval: *Chief Deputy Andrew Bradley*

Date: 04/02/2026

Finance Approval: Nancy Malecha

Date: 04/03/2026

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

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, April 14, 2026

Administration	Amber Berent
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: 04/14/26 Correspondence

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:

Approximate length of presentation:

SUMMARY OF COUNTY BOARD
CORRESPONDENCE FOR MEETING OF
April 14, 2026

1. Constitutional Postcard – Dawn Espe
2. Minnesota Power/Great River Energy – Notice of Change in Field Representative for the Northland Reliability Project
3. MN DHS – Federally Mandated Single audit Resolution Procedures

Dear Representative,

In the words of the Father of our Constitution, James Madison:

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

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

SAINT PAUL MN 550
25 FEB 2026 PM 6 L

CROW WING COUNTY ADMIN OFFICE MAR 20 2026



Crow Wing Co Commissioners
324 Laurel St.
Brainerd MN 56401

Your job as elected officials is to ensure the best use of tax payer dollars and efficiany in operations + procedures. Saying you just listen to what Sheriff Blang wants is WRONG. Be Bold
Dawn Espe

FREE at SIGNS OF JUSTICE.com/forthepeople

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)

minnesota power
AN ALLETE COMPANY

30 West Superior Street, Duluth, MN 55802
218.772.2641, www.mnpower.com

GREAT RIVER ENERGY

12300 Elm Creek Boulevard, Maple Grove, MN 55369
763.445.5000, www.greatriverenergy.com

March 26, 2026

VIA U.S. MAIL

Re: Notice of Change in Field Representative for the Northland Reliability Project

Dear Recipient:

On February 28, 2025, the Minnesota Public Utilities Commission ("Commission") granted Minnesota Power and Great River Energy (collectively, the "Permittees") a Certificate of Need and Route Permit for the Northland Reliability Project (or "Project"). You are receiving this letter because your property is located within or adjacent to the route approved by the Commission for the Project or because you work for or represent a local unit of government or Tribal Nation.

In March 2025, you received a letter from the Permittees identifying two individuals designated as Field Representatives for the Project. We are providing you with this letter notifying you of an update to Minnesota Power's Field Representative for the Cuyuna Series Compensation Station and Iron Range Substation. The following individuals are designated as the Field Representatives for the Project:

Field Representative for Transmission Line and Benton County Substation Construction:[1]	***Updated** Field Representative for Cuyuna Series Compensation Station and Iron Range Substation:*
Matt Bungum 12300 Elm Creek Blvd. N. Maple Grove, MN 55369 Cell: 612-358-5525 Email: mbungum@grenergy.com	Nick Graning 30 W. Superior St. Duluth, MN 55802 Cell: 218-260-7266 Email: ngranning@mnpower.com

These Field Representatives are responsible for overseeing compliance with the conditions of the Route Permit during construction. Please contact these Field Representatives if you have any concerns about vegetation or tree removal, construction, or restoration.

[1] Great River Energy's Field Representative remains the same.

CROW WING COUNTY
APR 06 2026
ADMIN OFFICE

If you have any other questions about this Project, please contact either Daniel McCourtney at dmccourtney@mnpower.com or 218-355-3515 or Brian Hunker at 763-445-5982 or BHunker@GREnergy.com.

Sincerely,

Daniel McCourtney
ALLETE, Inc.
Manager – Strategic Environmental Initiatives

Brian Hunker
Great River Energy
Transmission Permitting, Project Manager

DEPARTMENT OF HUMAN SERVICES

Minnesota Department of Human Services
Office of Internal Controls and Accountability
P.O. Box 64964
St. Paul, MN 55164-0964

Date: March 31, 2026
To: Chairperson, Board of County Commissioners
Subject: Federally Mandated Single Audit Resolution Procedures

Dear Chairperson:

The Federal Single Audit Act of 1984 and the Amendments of 1996 require counties to have an annual financial and compliance audit that includes all federal funds expended during the year if total county expenditures of federal funds exceed $1,000,000 per current revisions. The Minnesota Department of Management and Budget (MMB) has designated the Minnesota Department of Human Services (DHS) as the state cognizant agency for all counties for fiscal year ending December 31, 2025. This means DHS must review all county audit reports to verify that audit findings related to federal funds are resolved within six months. Specifically, DHS is assigned to monitor "cross-cutting" and human service findings. A cross-cutting audit finding is one that impacts more than one federal program.

DHS has assigned the Office of Internal Controls and Accountability (OICA) to work with County Boards to resolve all applicable single audit findings. The DHS OICA will review each county's audit report for federal audit findings. If a county audit report includes cross-cutting or human services findings, the DHS OICA could request a written corrective action plan to address the findings. If no formal corrective action plan is needed, the DHS OICA will communicate that to the County.

Federal reporting requirements state that audit reports must be submitted to the Federal Audit Clearinghouse within 9 months after the end of the County fiscal year or prior to October 1, 2026. If your county audit report is not available from the Federal Audit Clearinghouse, you will need to send a copy to the DHS OICA. Annual audit reports may be submitted electronically to margaret.brotherton@state.mn.us.

If you have any questions concerning these procedures please contact Margaret Brotherton, Single Audit Coordinator, DHS OICA at margaret.brotherton@state.mn.us.

Sincerely,

Gary L. Johnson, Director

CROW WING COUNTY
APR 07 2026
ADMIN OFFICE