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

11/10/2026
9:00 AM
County Board Room, 3rd Floor, Historic Courthouse, Brainerd MN

*Note: Times are approximate

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

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

ONE OR MORE MEMBERS OF THE COUNTY BOARD MAY ATTEND REMOTELY

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

2. **Open Forum**

3. **Review and Approve Minutes**

   3.1. October 27, 2026, Regular County Board Meeting Minutes

4. **Review and Approve Agenda**

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

   5.1. Bills
   5.2. Personnel Actions
   5.3. Advertise for Bids - Printing and Publishing
   5.4. New Premises Gambling Permit - Platte Lake Property Owners Association
   5.5. Highway Safety Improvement Program (HSIP) Solicitation for Funding
   5.6. Final Payment Request, Contract 26015 for project CP 018-200-167 (Aggregate Shouldering)

5.7. 2026 Landfill Construction Project Change Order #2 & Budget Amendment

6. **Unorganized Territory**

6.1. Local Road Improvement Program (LRIP) Funding Application for the Theater Road Extension – Joannes Drive Improvement Project

7. **County Engineering & Highway**

7.1. Sponsor the First Assessment District (FAD) unorganized territory for Local Road Improvement Program (LRIP) funding

8. **County Sheriff**

9. **County Attorney**

10. **County Administrator**

10.1. Senior Management Team Report

11. **Additional Business**

12. **Adjournment**

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, November 10, 2026

Admin Services	Amber Berent
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: October 27, 2026, Regular County Board Meeting Minutes

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
Approve the minutes of the October 27, 2026, Regular County Board Meeting.

Approximate length of presentation:

Crow Wing County
Board of Commissioners

Regular Meeting Minutes

10/27/2026
9:00 AM

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

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

Chair Franzen called the meeting to order at 9:00 AM and called for participation in the Pledge of Allegiance followed by a moment of silence.

Present: Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee

Absent: Paul Koering

Also Present: County Administrator Deborah Erickson, Assistant County Attorney Stephanie Shook, Administrative Coordinator Amber Berent

2. **Open Forum**

3. **Review and Approve Minutes**

3.1 10/13/26 Regular County Board Meeting Minutes

Approved the minutes of the October 13, 2026, Regular County Board Meeting.

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

4. **Review and Approve Agenda**

Approved the agenda of the October 27, 2026, regular County Board meeting.

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

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:	Jamie Lee
SECONDER:	Jon Lubke
AYES:	Jon Lubke, Steve Barrows, Rosemary Franzen, Jamie Lee
ABSENT:	Paul Koering

5.1 Bills

Approved the following expenditure listing for October 27, 2026, with the full listing available on file in the Office of the Administrative Services Director:

General Fund	$345,160.91
Restricted & Committed Funds	190,249.49
Highway Fund	555,632.72
Community Services Fund	51,140.85
Solid Waste (Non-Landfill) Fund	165,904.62
Land Management Fund	46,927.68
Unorganized Territories Fund	813.78
Capital Projects Fund	360,760.27
Landfill Fund	36,698.65
State of Emergency	4,608.00
Opioid	815.75
	$1,758,712.72

5.2 Personnel Actions

Approved the Human Resource Report for Personnel Actions dated October 27, 2026, as on file.

5.3 Donation to Mounted Patrol from the Boots N Buckles Saddle Club

Accepted the donation of $800.00 to the Crow Wing County Mounted Patrol from the Boots N Buckles Saddle Club.

5.4 Set a Public Hearing to discuss updates to the Recreational Use Ordinance

Authorized the County Administrator to set a date for a Public Hearing for Tuesday, November 24th at 9:10 AM to further allow the public to comment on the proposed updates to the Recreational Use Ordinance.

5.5 Quit Claim Deed transferring ownership of PID 29100971 from Crow Wing County to the City of Pequot Lakes

Authorized the County Board Chair and Administrator to sign a Quit Claim Deed to transfer property from Crow Wing County to the City of Pequot Lakes.

5.6 2027 Enforcement Grant 0401

Authorized entering into a grant contract between Crow Wing County, Crow Wing County Sheriff's Office and the State of Minnesota, acting through its Department of Public Safety, Office of Traffic Safety, for reimbursement of overtime spent on traffic enforcement, effective October 23, 2026, through September 30, 2027, and the Chair and County Administrator are authorized to sign said grant contract, subject to review as to form and execution by the County Attorney.

6. **Land Services**

6.1 Jason Fleischhacker & Troy Fleischhacker – Land Use Map Amendment

Approved the application of Jason Fleischhacker & Troy Fleischhacker for a land use map amendment for parcel numbers 57170511 & 57170512 from Agricultural/ Forestry to Rural Residential 5, involving 40 acres, per recommendation of the PC/BOA, findings of fact discussed 10/15/2026, the application submitted and the staff report.

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

6.2 Plaisted Brainerd Holdings LLC – Todd Plaisted & Alec Plaisted – Land Use Map Amendment

Approved the application of Plaisted Brainerd Holdings LLC for a land use map amendment for parcel numbers 99140554 from Rural Residential 1 to Commercial, per recommendation of the PC/BOA, findings of fact discussed 10/15/2026, the application submitted and the staff report.

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

6.3 Saint Albans Bay Company LLC - Austin Blanch – Land Use Map Amendment

Approved the application of Saint Albans Bay Company LLC for a land use map amendment for parcel numbers 67250564 & 67250563 from Waterfront Commercial to Commercial, per recommendation of the PC/BOA, findings of fact discussed 10/15/2026, the application submitted and the staff report.

Motion to Approve

RESULT:	**FAILED**
MOVER:	Jon Lubke
SECONDER:	Steve Barrows
AYES:	Jon Lubke, Steve Barrows
NAYS:	Rosemary Franzen, Jamie Lee
ABSENT:	Paul Koering

Motion to Deny made by Commissioner Lee. Following further discussion, the Motion to Deny was withdrawn.

Motion to Table for 30 Days

RESULT:	**FAILED**
MOVER:	Jamie Lee
SECONDER:	Rosemary Franzen
AYES:	Rosemary Franzen, Jamie Lee
NAYS:	Jon Lubke, Steve Barrows
ABSENT:	Paul Koering

Motion to Reconsider Original Motion to Approve

RESULT:	**APPROVED**
MOVER:	Jon Lubke
SECONDER:	Steve Barrows
AYES:	Jon Lubke, Steve Barrows
NO VOTE:	Rosemary Franzen, Jamie Lee
ABSENT:	Paul Koering

6.4 Thomas & Lynn Holbrook – “Holbrook Eagleview” – Preliminary Plat

Approved the preliminary plat of “Holbrook Eagleview” consisting of 2 lots.

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

6.5 Thomas & Lynn Holbrook – “Holbrook Eagleview” – Final Plat

Approved the final plat of “Holbrook Eagleview” consisting of 2 lots.

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

7. **Public Hearing - 9:30 AM - Nelson Cartway Discussion**

7.1 Nelson Preserve Cartway

Opened the Public Hearing at 9:53 AM.

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

There was no public comment.

Continued the Public Hearing to a date To Be Determined, at 9:54 AM.

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

8. **County Sheriff**

Captain Adam Kronstedt gave an update.

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. **Additional Business**

12. **Adjournment**

Adjourned the meeting at 9:59 AM.

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

_____
Rosemary Franzen, Chair
Board of County Commissioners

_____
Deborah A. Erickson
County Administrator

Prepared by Amber Berent

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, November 10, 2026

Human Resources	Amy Barstad
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Personnel Actions

PREVIOUS ACTION:

COMMENTS:

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

Approximate length of presentation:

Human Resource Report
Personnel Actions
November 10, 2026

Replacement Staffing
Classification Title: Administrative Specialist, Sr.
Department: Community Services
Reason for Vacancy: Movement of Lindsay Smude October 10, 2026
Personnel Committee: Yes

Hires
Name: Jennifer Franzen
Classification Title: 911 Telecommunicator
Department: Sheriff's Office
Start Date: November 16, 2026
Reason for Vacancy: Movement of Estevan Cortinas May 1, 2026

Departures
Name: Gary Garner
Classification Title: Environmental Services Specialist
Department: Land Services
Date of Departure: November 13, 2026

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, November 10, 2026

Administration	Amber Berent
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Advertise for Bids - Printing and Publishing

PREVIOUS ACTION:
Done annually, pursuant to Minnesota Statutes 331A.01 and 375.12

COMMENTS:

RECOMMENDED BOARD ACTION:
Authorize the County Administrator to advertise for sealed bids to be received until 10:00 AM on Thursday, December 3, 2026, for all legal printing and publishing for Crow Wing County, in accordance with Minnesota Statutes 331A.01 and 375.12.

Approximate length of presentation:

REQUEST FOR BID
FOR
2026 LEGAL PRINTING AND PUBLISHING FOR CROW WING COUNTY

INTRODUCTION
Crow Wing County is soliciting sealed bids for all Legal Printing and Publishing for Crow Wing County in accordance with Minnesota Statutes 331A.01 and 375.12.

Time is of the essence and any bid received after the announced time and date for submittal will be rejected.

The sealed bids are due to Amber Berent, Administrative Coordinator, at the County Administrator's Office **no later than 10:00 AM on Thursday, December 3, 2026.**

The County will award the bid to the successful bidder at the County Board meeting on January 5, 2027.

Request for interpretation of the bidding specifications can be directed to Amber Berent, 218-822-7029 or amber.l.berent@crowwing.gov

The legal printing and publishing bid includes the following:

- Legal Ads
- Summaries of County Board Minutes
- Delinquent Tax List
- Financial Statement 1st Publication
- Financial Statement 2nd Publication
- Display Ad Rates/Classified Ads

Crow Wing County reserves the right to reject any or all bids; waive any irregularities; and reject bids which do not conform to the bidding requirements deemed in the best interest of the County.

BIDDING SPECIFICATIONS:
The following bid specifications must be followed:

Font Requirement:
The minimum requirement as provided in Minnesota Statute:

> **Minnesota Statute 331A.05 FORM OF PUBLIC NOTICES.**
>
> Subd. 3.**Type face.** Except as otherwise directed by a particular statute requiring publication of a public notice or by order of a court, a public notice shall be printed in a type face no smaller than six point with a lowercase alphabet of at least 90 points. Larger type faces may be used.
>
> Subd. 4.**Title or caption.** Every public notice shall include a bold face title or caption in a body type no smaller than brevier or eight point referring to the content of the notice. Larger type faces may be used.

Bidders will be required to furnish two separate quotes specifying cost per column inch based on the font used in publishing:

- Price per column inch identifying your preferred font size you plan to use
- Price per column inch using 7.5 font size

Circulation and Readership Statistics:
Bidders are required to provide Circulation and Readership Statistics by zip code.

Internet Access
Bidder must indicate if your newspaper has Internet access and what charges are involved with usage. If Internet access is available and used by the County, please list the County's requirements to have the use of this service on the attached bid sheet.

Affidavit of Publication:
Bidder is required to provide an affidavit of publication for legal notices. The affidavit must be sent to the department requesting the notice.

Financial Statement 1st Publication
The County will provide the successful bidder with a PDF file electronically. The bidder must provide a proof to the County prior to publishing.

Financial Statement 2nd Publication
The County will provide the successful bidder with a PDF file electronically. The bidder must provide a proof to the County prior to publishing.

Display Ads/Classified Ads

Bidders are to include the cost per column inch for Display Ads/Classified Ads. Advertisements in the classified section of the newspaper are only to be printed when requested by the County.

Invoice/Payment Process

Invoices must be submitted monthly and include the following:

- Publishing Date
- Legal Ad/Publishing Title
- Department or Department Personnel requesting Publication

It is the County's intent to make payments within 35 days of receipt.

Enclose the following documents with your bid:

- Bid Sheet – Exhibit A (Please state no bid if you're only bidding the 2nd publication)
- Bid Sheet – Exhibit B (Please state no bid if you're not bidding the 2nd publication)
- Circulation and Readership Statistics by Zip Code
- List on the bid sheet if the County's publications will appear in more than one paper

CROW WING COUNTY
LEGAL PRINTING AND PUBLISHING
BID SHEET – EXHIBIT A

BID OPENING: DECEMBER 3, 2026 AT 10:00 AM

Bidders are required to quote a rate per column inch for Legal Printing and Publishing for Crow Wing County and the Financial Statement 1st Publication.

DESCRIPTION:	**COST PER COLUMN INCH:**
Legal Publications using 7.5 font:	$_____
Legal Publications using _____ font:	$_____
Financial Statement 1st Publication using 7.5 font:	$_____
Financial Statement 1st Publication using _____ font:	$_____
Display Ads/Classified Ads:	$_____
Cost of Internet Access:	$_____

BIDDER'S CONTACT INFORMATION

Newspaper Name: _____

By: Name & Title: _____

Signature: _____

Phone: _____

E-Mail Address: _____

CROW WING COUNTY
FINANCIAL STATEMENT 2ND PUBLICATION
BID SHEET – EXHIBIT B

BID OPENING: DECEMBER 3, 2026 AT 10:00 AM

Bidders are required to quote a rate per column inch for the Financial Statement 2nd Publication.

DESCRIPTION:	**COST PER COLUMN INCH:**
Financial Statement 2nd Publication using 7.5 font:	$_____
Financial Statement 2nd Publication using _____ font:	$_____

BIDDER'S CONTACT INFORMATION

Newspaper Name: _____

By: Name & Title: _____

Signature: _____

Phone: _____

E-Mail Address: _____

ADVERTISEMENT FOR BIDS

PRINTING AND PUBLISHING

The Crow Wing County Board of Commissioners will receive sealed bids until 10:00 AM on December 3, 2026, for all Legal Printing and Publishing for Crow Wing County for 2027.

For further information, contact the Crow Wing County Administrator's Office at 218-824-1067.

/s/

_____

DEBORAH A. ERICKSON, COUNTY ADMINISTRATOR
CROW WING COUNTY, MINNESOTA

Dated at Brainerd, Minnesota, this 10th day of November 2026.

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, November 10, 2026

Admin Services	Jory Danielson
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: New Premises Gambling Permit - Platte Lake Property Owners Association

PREVIOUS ACTION:

COMMENTS:

RECOMMENDED BOARD ACTION:
To support the Premises Permit Application of the Platte Lake Property Owners Assoc for a Premises Permit to be held at the Paradise Shores, Town of Maple Grove, subject to all State Laws and upon approval of said Application, the applicant submitting a copy of reports required by the State.

Approximate length of presentation:

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, November 10, 2026

Highway and Engineering	Tim Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Highway Safety Improvement Program (HSIP) Solicitation for Funding

PREVIOUS ACTION:
2024 - Applied for and received HSIP funding for a similar project at TH 6 and CSAH 11.

COMMENTS:
The state previously performed Intersection Control Evaluations (ICE) studies at four intersections in the Deerwood and Crosby area. Two of these were on TH 6 at CSAH 11 and CSAH 30. Both of the TH 6 studies determined that a roundabout would be the preferred safety improvement. In 2024, the state and county both applied for HSIP funding for the CSAH 11 location, and both were successful. That project is proposed for 2028.

The state and county are again looking to apply simultaneously for the CSAH 30 location. If funding is awarded, the project is anticipated to be constructed in 2031. The state will apply for a total of $1,750,000 and the county would apply for $750,000. The $750,000 is the maximum that a county can apply for. The county share would be 10% of the county grant, or $75,000 of local costs ($675,000 HSIP, $75,000 local).

RECOMMENDED BOARD ACTION:
Authorize the County Engineer to apply for federal HSIP funding for intersection improvements at Trunk Highway (TH) 6 and County State Aid Highway (CSAH) 30 in Wolford Township, north of Crosby.

Approximate length of presentation:

TRUNK HIGHWAY 6 – CSAH 30 – CROW WING COUNTY



REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, November 10, 2026

Highway and Engineering	Tim Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Final Payment Request, Contract 26015 for project CP 018-200-167 (Aggregate Shouldering)

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

08/05/26 - Bid awarded to Knife River Corporation

COMMENTS:

Original Contract Amount	$62,075
Final Contract Amount	$48,249.71
Amount Over/Under	$13,825.29 Under

RECOMMENDED BOARD ACTION:
Approve final payment to Knife River Corporation for Contract No. 26015 for the total contract amount of $48,249.71 for project CP-018-200-167 and authorize the County Engineer to approve the Certificate of Final Contract Acceptance.

Approximate length of presentation: 5 min

Contract 26015
OVERRUN/ UNDERRUN REPORT

Aggregate Shouldering CP-018-200-167									
Item No.	Description	Unit	Unit Price	Contract Qty	Final Qty	Qty Over/ Under	Amount Over/ Under	% Over/ Under	Explanation
2118.509	Aggregate surfacing class 1	Ton	$ 22.25	1,900	1,270	-630	$ (14,025.29)	-33%	Costs came in well below previous bids from earlier in the year. Engineers estimates were base off pricing from bit spot contract
2357.606	Bituminous Material for Shouler Tack	Gallon	$ 4.00	3450	3,500.00	50	$ 200.00	1%	
						0	$ -	#DIV/0!	
						0	$ -	#DIV/0!	
						0	$ -	#DIV/0!	
						0	$ -	#DIV/0!	
						0	$ -	#DIV/0!	
						0	$ -	#DIV/0!	
						0	$ -	#DIV/0!	
						0	$ -	#DIV/0!	
						0	$ -	#DIV/0!	
						Contract Amount Over/Under	**$ (13,825.29)**	**-22.27%**	
						Construction Total	$ 48,249.71	-22.27%	
						Incentives/Disincentives/Contract Obligations	$ -	0.00%	
						Original Contract Amount	$ 62,075.00		
						Final Contract Amount	$48,249.71		

Contract Number: 26015
Final Pay Request Number: 2

Project Number	Project Description
CP 018-200-167	2026 Aggregate Shouldering

Contractor:	KNIFE RIVER 4787 SHADOW WOOD DR NE SAUK RAPIDS, MN 56379	**Vendor Number:** **Up To Date:**	7287 10/20/2026

Contract Amount		**Funds Encumbered**	
Original Contract	$62,075.00	Original	$62,075.00
Contract Changes	$0.00	Additional	N/A
Revised Contract	$62,075.00	Total	$62,075.00

Work Certified To Date	
Base Bid Items	$48,249.71
Contract Changes	$0.00
Material On Hand	$0.00
Total	$48,249.71

Project	Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
CP 018-200-167	$0.00	$48,249.71	$0.00	$45,837.22	$2,412.49	$48,249.71

Work Certified This Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Request	Total Amount Paid To Date
$0.00	$48,249.71	$0.00	$45,837.22	$2,412.49	$48,249.71
	Percent: Retained: 0%			Percent Complete: 77.73 %	
				Amount Paid this Final Pay Request: $2,412.49	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By
Brian Berent
County/City/Project Engineer
10/20/2026
Date

Approved By KNIFE RIVER
Adam Surma
Contractor
10/26/2026
Date

Project No. : CP 018-200-167
Final Pay Request No. : 2
Contract No.: 26015

Certificate of Final Contract Acceptance
Final Voucher Number: 2

This is to certify that to the best of my knowledge, the items of work shown in the Statement of Work Certified herein have actually furnished in accordance with the Plans and Specifications. This Project has been completed in accordance with the Laws, Standards and Procedures of as they apply to projects in this category, and if applicable, approved by the Federal Highway Administration.

Dated 11/2/26 Signature Brian Berent County/City/Project Engineer

The undersigned Contractor hereby certifies that the work described has been performed in accordance with the terms of the Contract, and agrees that the Final Value of Work Certified on this Contract is $48,249.71 and agrees to the amount of $2,412.49 as Final Payment on this Contract in accordance with this Final Voucher.

Contractor: KNIFE RIVER By Jerome F. Emmerich II, Vice President

And Roger A Frazier, Controller/Asst. Secretary And _____ State of MN, Benton County

On This 29th Day October, 2026, Before me appeared _____ To me known to

(Individual Acknowledgment)

be the person who executed the foregoing Acceptance and Acknowledged that he/she executed the same as _____ free to act and deed

(Corporate Acknowledgment)

Jerome F. Emmerich II And Roger A. Frazier, to me personally known, who, being each by me duly sworn

each did say that they are respectively the Vice President and Controller/Asst. Sec. of the Knife River Corp - NC Corporation named in the foregoing instrument, and that the seal affixed to said instrument is the Corporate Seal of said Corporation, and the said instrument was signed and sealed in behalf of said Corporation by authority of its

Board of Directors and said Jerome F. Emmerich II and Roger A. Frazier

acknowledged said instrument to be the free act and deed of said Corporation.

Notarial Seal My Commission as Notary Public in Sherburne County Expires January 31, 2028 Signature _____

JULIE K HENNESSEY
NOTARY PUBLIC - MINNESOTA
My Comm. Exp. Jan. 31, 2028

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, the terms of the Contract is as shown in this Final Voucher.

This Contract is hereby accepted in accordance with the Specification 1516. Final acceptance of the Contract will be effective upon full Execution, by the Contractor and the Department, of the "Certificate of Final Acceptance" included with the Final Voucher.

Dated _____ Signature _____ District Engineer

CROW WING COUNTY
CERTIFICATE OF PERFORMANCE

Project Number:
CP 018-200-167

Contractor: Knife River

Total Value of Work For Voucher # 2	**Original Contract**	**$ 62,075.00**
	Final Contract Amount	**$48,249.11**

Contract # 26011

I HEREBY CERTIFY to the Board of Commissioners of Crow Wing County, that I have been in charge of the work required by the above described contract, that all of such work has been done and performed, measured by, and in accordance with and pursuant to the items of said contract.

Project Engineer in Charge _____ Date _____

Contract Payment Summary				
Payment Number	**Up To Date**	**Work Certified Per Request**	**Amount Retained Per Request**	**Amount Paid Per Request**
1	2026-09-23	$48,249.71	$2,412.49	$45,837.22
2	2026-10-20	$0.00	($2,412.49)	$2,412.49

Contract Funding Category Summary						
Funding Category Name	**Funding Category Number**	**Work Certified to Date**	**Less Amount Retained**	**Less Previous Payments**	**Amount Paid this Request**	**Total Amount Paid to Date**
CR 113	1	$31,726.31	$0.00	$30,139.99	$1,586.32	$31,726.31
CR 138	2	$16,523.40	$0.00	$15,697.23	$826.17	$16,523.40

Contract Funding Source Summary					
Accounting Number	**Funding Source Name**	**Amount Paid this Request**	**Revised Contract Amount**	**Funds Encumbered to Date**	**Paid Contractor to Date**
8092 (LOST)	LOST	$2,412.49	$62,075.00	$62,075.00	$48,249.71

Project Payment Summary					
Project	**Payment Number**	**Up To Date**	**Work Certified Per Request**	**Amount Retained Per Request**	**Amount Paid Per Request**
CP 018-200-167	1	2026-09-23	$48,249.71	$2,412.49	$45,837.22
CP 018-200-167	2	2026-10-20	$0.00	($2,412.49)	$2,412.49

Project Funding Category Summary						
Project	**Funding Category Name**	**Work Certified to Date**	**Less Amount Retained**	**Less Previous Payments**	**Amount Paid this Request**	**Total Amount Paid to Date**
CP 018-200-167	CR 113 - Group 1	$31,726.31	$0.00	$30,139.99	$1,586.32	$31,726.31
CP 018-200-167	CR 138 - Group 2	$16,523.40	$0.00	$15,697.23	$826.17	$16,523.40

Project Funding Source Summary					
Project	**Funding Source Name**	**Amount Paid this Request**	**Revised Contract Amount**	**Funds Encumbered to Date**	**Paid Contractor to Date**
CP 018-200-167	8092 (LOST) (LOST) - County Roads	$2,412.49	$62,075.00	$62,075.00	$48,249.71

Contract Item Status										
Project	**Line**	**Item**	**Description**	**Units**	**Unit Price**	**Contract Quantity**	**Quantity This Request**	**Amount This Request**	**Quantity To Date**	**Amount To Date**
CP 018-200-167	1	2021.501	MOBILIZATION	LUMP SUM	$3,500.00	1	0	$0.00	1	$3,500.00
CP 018-200-167	2	2118.509	AGGREGATE SURFACING CLASS 1	TON	$22.25	1900	0	$0.00	1269.65	$28,249.71

Contract Item Status

Project	Line	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Request	Amount This Request	Quantity To Date	Amount To Date
CP 018-200-167	3	2357.606	BITUMINOUS MATERIAL FOR SHOULDER TACK	GALLON	$4.00	3450	0	$0.00	3500	$14,000.00
CP 018-200-167	4	2563.601	TRAFFIC CONTROL	LUMP SUM	$2,500.00	1	0	$0.00	1	$2,500.00
Base Bid Totals:								**$0.00**		**$48,249.71**

Project Category Totals

Project	Category	Amount This Request	Amount To Date
CP 018-200-167		$0.00	$48,249.71

Contract Change Item Status

Project	CC	Line	Item	Unit Price	Contract Quantity	Contract Amount	New Item or Adj to Existing	Quantity This Request	Amount This Request	Quantity To date	Amount To date
Contract Change Totals:									**$0.00**		**$0.00**

Contract Change Totals

Number	Description	Effective Date	Amount

Material On Hand Additions

Line	Item	Description	Date	Added	Comments

Material On Hand Balance

Line	Item	Description	Date	Added	Used	Remaining

Contract Total	**$48,249.71**

DOCUMENT 00660

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

1. This is a **LEGAL INSTRUMENT** and must be executed accordingly by officers of corporations and by partners in co-partnerships.
2. It is important that **ALL** the blanks be completed and the **AMOUNT PAID BE SHOWN**.
3. A receipt similar to this or legal waiver of lien rights will be required for all plumbing, heating, plastering materials, etc.
4. **NO ERASURES OR ALTERATIONS MUST BE MADE.**

DATE: 10/29/2026

The undersigned hereby acknowledges receipt of the sum of $ 45,837.22

CHECK ONLY ONE

1. ☐ as partial payment for labor, skill, and material furnished or to be furnished

2. ☒ as payment for all labor, skill, and material furnished or to be furnished or to be furnished (except the sum of $ 2,412.49 retainage or holdback)

3. ☐ as full and final payment for all labor, skill, and material furnished or to be furnished

to the following described real property: (legal description, street address, or project name)

Crow Wing County 2026 Aggregate Shouldering
CP 018-200-167
KRC No. 32-262149

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill, or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

Knife River Corporation - North Central
(Company Name)

(Signature)

Controller
(Title)

4787 Shadow Wood Dr NE
(Address)

Sauk Rapids, MN 56379
(Address)

(Address)

DOCUMENT 00660

RECEIPT AND WAIVER OF MECHANIC'S LIEN RIGHTS

1. This is a **LEGAL INSTRUMENT** and must be executed accordingly by officers of corporations and by partners in co-partnerships.
2. It is important that **ALL** the blanks be completed and the **AMOUNT PAID BE SHOWN.**
3. A receipt similar to this or legal waiver of lien rights will be required for all plumbing, heating, plastering materials, etc.
4. **NO ERASURES OR ALTERATIONS MUST BE MADE.**

DATE: 10/26/2026

The undersigned hereby acknowledges receipt of the sum of $ 1,900.00

CHECK ONLY ONE

1. ☐ as partial payment for labor, skill, and material furnished or to be furnished

2. ☐ as payment for all labor, skill, and material furnished or to be furnished or to be furnished (except the sum of $ _____ retainage or holdback)

3. ☒ as full and final payment for all labor, skill, and material furnished or to be furnished
   Upon receipt of check(s)

to the following described real property: (legal description, street address, or project name)

Crow Wing County 2026 Shouldering
KRC No. 32-262149

and for value received hereby waives all rights acquired by the undersigned to file or record mechanic's liens against said real property for labor, skill, or material furnished to said real property (only for the amount paid if Box 1 is checked, and except for retainage shown if Box 2 is checked). The undersigned affirms that all material furnished by the undersigned has been paid for, and all subcontractors employed by the undersigned have been paid in full, EXCEPT:

All State Traffic Control, Inc.
(Company Name)

Laurie A. Kroon
(Signature)

President
(Title)

875 Prairie Court Cold Spring, MN 56320
(Address)

(Address)

(Address)

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-170-256-400
Submitted Date and Time:	29-Oct-2026 3:59:17 PM
Legal Name:	KNIFE RIVER CORPORATION
Federal Employer ID:	41-0906808
User Who Submitted:	32MNTAX
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**934637568**
Minnesota ID:	9485354
Project Owner:	COUNTY OF CROW WING
Project Number:	CP 018-200-167 KRC NO. 32-262149
Project Begin Date:	09-Sep-2026
Project End Date:	07-Oct-2026
Project Location:	CROW WING COUNTY 2026 SHOULDERING
Project Amount:	$48,249.71

Subcontractor Summary

Name	ID	Affidavit Number
ALL STATE TRAFFIC CONTROL INC	4300984	29388800

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

DEPARTMENT OF REVENUE

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-933-261-840
Submitted Date and Time:	26-Oct-2026 11:45:00 AM
Legal Name:	ALL STATE TRAFFIC CONTROL INC
Federal Employer ID:	47-5418502
User Who Submitted:	ASTCMN16
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	**29388800**
Minnesota ID:	4300984
Project Owner:	CROW WING COUNTY
Project Number:	SP 018-200-167
Project Begin Date:	09-Sep-2026
Project End Date:	07-Oct-2026
Project Location:	CROW WING CO
Project Amount:	$1,900.00
Subcontractors:	No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

Please print this page for your records using the print or save functionality built into your browser.

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, November 10, 2026

Land Services	Tom Strack
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: 2026 Landfill Construction Project Change Order #2 & Budget Amendment

PREVIOUS ACTION:
- 1/27/2026 - Resolution authorizing advertising for bids.
- 4/14/2026 - Authorized 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

COMMENTS:
- Discussed at the October Solid Waste Committee Meeting.
- Change Order details are listed below.
- Change Order represents an increase of $139,321.65 for a total contract amount of $4,620,926.65. Total project cost was budgeted at $5,000,000.
    - Cell 3 & 4 Raincoat project will see a net increase of $3,172.80
    - Cell 6 project will see an increase of $86,109
    - Pond 1 & 2 project will see an increase of $50,039.85

RECOMMENDED BOARD ACTION:
Approve Change Order #2 for the 2026 Landfill Construction Project and amend budgets for corresponding projects accordingly.

Approximate length of presentation:

CHANGE ORDER

No. 2

DATE OF ISSUANCE 11/3/2026 EFFECTIVE DATE 11/3/2026

OWNER Crow Wing County

CONTRACTOR Pratt's Affordable Excavating Inc. / Borden Excavating Inc.

Contract:

Project: 2026 Landfill Construction

OWNER's Contract No. LF-2026-01 ENGINEER's Contract No. 181809

ENGINEER Burns & McDonnell

You are directed to make the following changes in the contract Documents:
Description: Change of several items as detailed in the attached memorandum, related to tire ballast system and riprap removal, plywood and berm and leachate pipe disconnect to Cell 6, changes to pond discharge structure, pond repairs, electrical, and final cover

Reason for Change Order:Changes on the project at the request of the County as work progressed.

Attachments: (List documents supporting change)
Change Order 2 Memorandum dated November 3, 2026.

CHANGE IN CONTRACT PRICE:
Original Contract Price $4,481,605.00
Net Increase (Decrease) from previous Change Orders No. 0 to 1 $0.00
Contract Price prior to this Change Order: $4,481,605.00
Net increase (decrease) of this Change Order $139,321.65
Contract Price with all approved Change Orders: $4,620,926.65

CHANGE IN CONTRACT TIMES:
Original Contract Times: Substantial Completion: 8/1/2026 (Cells 3-4) Ready for final payment: 11/30/2027 (days or dates)
Net change from previous Change Orders No. ___ to No. 1 Substantial Completion: 13 days Ready for final payment: 0 days (days)
Contract Times prior to this Change Order: Substantial Completion: 8/14/2026 (Cell 3-4) Ready for final payment: 11/30/2027 (days or dates)
Net increase (decrease) this Change Order: Substantial Completion: 70 days Ready for final payment: 0 days (days)
Contract Times with all approved Change Orders: Substantial Completion: 10/23/2026 -Cell 3-4 Ready for final payment: 11/30/2027 (days or dates)

RECOMMENDED By: _____
ENGINEER (Authorized Signature)
Date: 11/3/2026

APPROVED: By: _____
OWNER (Authorized Signature)
Date: _____

ACCEPTED: By: _____
CONTRACTOR (Authorized Signature)
Date: _____

Change Order 2 (1996 Edition)
Prepared by the Engineers Joint Contract Documents Committee and endorsed by The Associated General Contractors of America and the Construction Specifications Institute.

Memorandum

Date	November 3, 2026
To	Tom Strack, Crow Wing County
From	Tonya Koller, PE, Burns & McDonnell
Subject	***Change Order 2 – Cost Estimate, Revision 2*** ***Crow Wing County 2026 Landfill Construction***

The following items are proposed for inclusion in Change Order 2 for the Crow Wing County 2026 Landfill Construction Project. As these modifications represent revisions to the original contract documents, the Contractor provided an updated cost estimate associated with the proposed changes prior to execution of Change Order 2.

1. **Section 31 05 19.16, 2.05:** The original specified rope anchoring system with plastic ties is proposed to be revised to include 30" screw type dirt anchors.

   ➔ **Pratt cost for this change is 136 anchors at $68 each with a 10% markup for $10,172.80. Pratt requests a 2 week extension on the final cover substantial completion date.**

2. **Section 31 05 19.16, 3.08:** The original ballast system required a minimum uniform tire spacing of 5 feet by 5 feet across the entire rain cover area with sand filled tires. The proposed revision changes the ballast requirements to utilize 100-pound tires (with no filler) spaced at 15 feet on center.

   ➔ **Pratt sourced the heavier tires and delivered them to the Landfill. There is no additional cost for this work; but a request for 6 week time extension due to the additional time for tire collection on the final cover substantial completion date.**

3. **Drawing C027, Details 1-3:** The proposed revision includes treated plywood directly on top of the geomembrane liner along the north, east, and west perimeter of Cell 6 as indicated on Details 1-3 of Drawing C027.

   ➔ **Pratt cost for this change is $24,159.00.**

4. **Drawings C001-C002:** The proposed revision reduces the final cover area in the northeast corner of Cell 4. The stormwater downslope channel and fence have been adjusted accordingly as indicated on Drawings C001 and C002.

   ➔ **Pratt requests no change on this item. Area reduction was only three percent reduction, and additional work was needed to revise the grading to fit the new stormwater down drain. Pratt requests a 1 week extension on the final cover substantial completion date.**

5. **Drawings C001-C002:** The proposed revision includes adding a swale across the road between the northern and southern ditches on the west side of Cells 3-4 as indicated on Drawings C001 and C002.

   ➔ **Pratt requests no additional cost for this work; but a request for 1 week time extension on the final cover substantial completion date.**

6. N/A – dropped from request

7. **Drawings C008:** The proposed revision includes removing the rip rap from the rain cover stormwater diversion berm as indicated on C008. In lieu of rip rap, the geocomposite shall be weighted on the edges with tires.

   ➔ **Pratt reduction for this change is (-$7,000.00).**

8. **Drawings E007-E009, E011, E014:** The proposed revision includes demolition of existing leak detection panel for Ponds 1 and 2 that was previously proposed to be relocated. The existing leak detection pumps and associated transducers are to be refed and controlled via Pond 1 and Pond 2 control panels. **[see item #9]**

9. **Pump Hour Meters:** All pump hour meters provided new under this project to be analog, including Pond 1 and Pond 2 existing leak detection and new leak detection. Existing Cell 5 and Pond 5 panels to be modified to add analog pump hour meters for SSR pumps (Cell 5) and leak detection pumps (Cell 5 and Pond 5).

    ➔ **Pratt requested change for items 8&9 is $6,854.40.**

10. **Pond 4 Control Panel Adjustments:** Provide separate Pond 4 control panel to allow for the installation of additional aerators within Pond 4. Original panel had undocumented adjustments that were not accounted for in the original drawings and the additional aerators will not fit in the existing panel.

    ➔ **Pratt requested change is $29,797.95.**

11. **Leachate Pond Discharge Structure Adjustments:** After discussions with County, revisions to the discharge structures include the change to HDPE pipe with pipe bracing, and adding a concrete spillway beneath the discharge structures to drain any liquid present when hoses are removed back to the ponds. Pipe spacing will be reduced to 1-foot apart to allow for a smaller discharge structure and a geomembrane flap will be included within the concrete and welded to the pond to prevent liquid from getting beneath the spillway.

    ➔ **Pratt requested change is $13,290.00. The geomembrane liner skirt will be welded to the existing pond liner at the time of Cell 6 geomembrane liner installation.**

12. **Cell 1-2 Gas Piping:** Replace gas vents in Cells 1-2 to Stainless Steel whirly birds instead of the piped candy cane structure.

    ➔ **Pratt requests no change on this item.**

13. **Cell 6 Connection:** Revise Cell 6 to include a berm and leachate pipe disconnect to allow for stormwater to collect in Cell 6 until waste placement begins. Include an HDPE discharge pipe from the disconnect area, under the existing road to discharge into the ditch east of Cell 6. Place hay in all of Cell 6 with this revised change.

    ➔ **Pratt requested change is $48,660.00.**

14. **Existing Pond 1-2 liner repairs:** Prior to Pond 1-2 relining, additional repairs were needed to remove wrinkles within the pond liner.

    ➔ **Pratt requested change is $13,387.50.**

TOTALS:

CO item	$ Change	Time Change (Weeks)
1	$10,172.80	2
2	$ -	6
3	$24,159.00	-
4	$ -	1
5	$ -	1
6	$ -	-
7	$(7,000.00)	-
8	$ -	-
9	$6,854.40	-
10	$29,797.95	-
11	$13,290.00	-
12	$ -	-
13	$48,660.00	-
14	$13,387.50	-
TOTAL:	**$139,321.65**	**10-weeks to Final Cover Substantial Completion Date**

cc: Shawn Pratt, Pratt's Affordable Excavating, Inc.
Chris Pence, Crow Wing County
Marv Stroschein, Crow Wing County Landfill, Inc.

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, November 10, 2026

Highway and Engineering	Tim Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Local Road Improvement Program (LRIP) Funding Application for the Theater Road Extension – Joannes Drive Improvement Project

PREVIOUS ACTION:

05/12/2026 - Adopted resolution **2026-32** authorizing the County Engineer to acquire property for a future Theater Road extension project

COMMENTS:

The Minnesota Department of Transportation (MnDOT) is accepting applications for the 2026 Local Road Improvement Program (LRIP), with grant awards ranging from $50,000 to $1.5 million. Applications are due November 25, 2026. Crow Wing County/First Assessment District (FAD) is seeking Board approval to apply for funding for the Theater Road Extension – Joannes Drive Improvement Project. LRIP does not require a local match; however, the County/FAD is responsible for ineligible costs and any costs exceeding the grant award. Once constructed, the Theater Road extension and Joannes Drive would become town roads in the FAD.

The proposed project would extend Theater Road approximately 650 feet north to connect with Joannes Drive and upgrade Joannes Drive to a 10-ton design standard. The improvements would complete a frontage/backage road connection between CSAH 70 and CR 126 (Green Gables Road), improve local connectivity, and support the consolidation of access points along TH 371. The project is also identified in MnDOT's TH 371 Corridor Study as part of the corridor's access management and safety improvements.

RECOMMENDED BOARD ACTION:
Adopt a resolution supporting an application for LRIP funding for Theater Road Extension – Joannes Drive Improvement Project and agree to continue to maintain the improvements into the future.

Approximate length of presentation:

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

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

LOCAL ROAD IMPROVEMENT PROGRAM (LRIP) FUNDING APPLICATION FOR THE THEATER ROAD EXTENSION – JOANNES DRIVE IMPROVEMENT PROJECT

WHEREAS, the Local Road Improvement Program (LRIP) provides funding for projects on local roads that are regionally significant, improve safety, address transportation deficiencies, and contribute to economic development, and

WHEREAS, the Crow Wing County Board of Commissioners acts as the Town Board for the First Assessment District (FAD), which has jurisdiction over Theater Road, and

WHEREAS, Theater Road was constructed in 2022 as part of a joint effort between Crow Wing County and MnDOT to improve safety and access management along the TH 371 corridor, and

WHEREAS, the proposed Theater Road Extension – Joannes Drive Improvement Project would construct approximately 650 feet of new roadway connecting Theater Road to Joannes Drive and upgrade Joannes Drive to a 10-ton design standard, creating a continuous frontage/backage road connection between CSAH 70 and CR 126 (Green Gables Road), and

WHEREAS, the proposed project is identified in the TH 371 Corridor Study and would improve roadway connectivity, provide alternative access for surrounding properties and businesses, and support consolidation of access points along TH 371.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Crow Wing County, Minnesota, acting as the Town Board for the First Assessment District, supports the Theater Road Extension – Joannes Drive Improvement Project and the submittal of an LRIP application, and

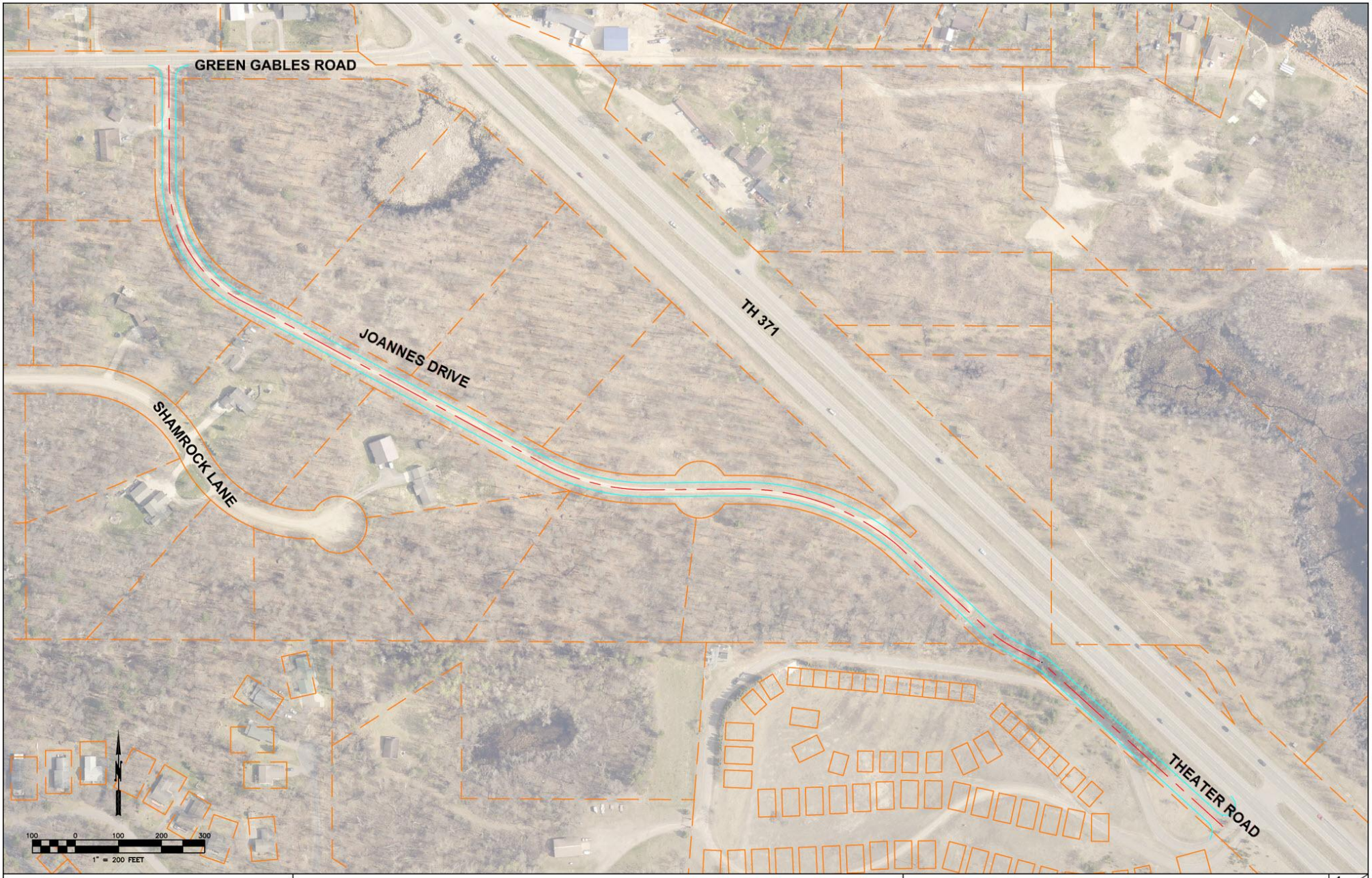
BE IT FURTHER RESOLVED, that Crow Wing County/First Assessment District agrees to fund engineering, right-of-way acquisition, and other costs not covered by LRIP funding, including construction costs exceeding the grant award, and agrees to maintain the completed roadway improvements.

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



THEATER ROAD EXTENSION	CROW WING COUNTY HIGHWAY DEPARTMENT EXHIBIT	COUNTY PROJECT 18-417-01 (THEATHER ROAD)	1/1

REQUEST FOR BOARD ACTION

Meeting Date

Tuesday, November 10, 2026

Highway and Engineering	Tim Bray
ORIGINATING DEPARTMENT	PRESENTER

AGENDA ITEM: Sponsor the First Assessment District (FAD) unorganized territory for Local Road Improvement Program (LRIP) funding

PREVIOUS ACTION:
05/12/2026 - Adopted resolution **2026-32** authorizing the County Engineer to acquire property for a future Theater Road extension project.

COMMENTS:
The FAD is applying for LRIP funding to construct the extension of Theater Road and reconstruct Joannes Drive to create a continuous backage/frontage roadway between County State Aid Highway (CSAH) 70 and CR 126 (Green Gables Road) adjacent to TH 371. The County's role would be assisting the Township with contract administration and agreeing to be the pass-through fiscal agent for the funds. As the County is the authority for the Township in this case, the County would already be doing these tasks on behalf of the Township. Entities that are not considered part of the State Aid system (townships and small cities) are required to have a county perform these functions to utilize the funds. There are no costs, other than staff time, attributable to the County for this project.

RECOMMENDED BOARD ACTION:
Adopt a resolution agreeing to be the sponsor and fiscal agent for the FAD for the identified project on Theater Road and Joannes Drive.

Approximate length of presentation:

BOARD OF COUNTY COMMISSIONERS
Crow Wing County, Minnesota

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

SPONSORSHIP FOR FIRST ASSESSMENT DISTRICT (FAD) APPLICATION TO THE LOCAL ROAD IMPROVEMENT PROGRAM (LRIP) FUNDS

WHEREAS, $50 million of LRIP funding is available for various transportation improvement categories statewide, with a cap of $1.5 million per project, and

WHEREAS, the LRIP program provides funds to projects on local roads that are considered regionally significant, result in safety improvements, address transportation deficiencies and contribute to economic development, and

WHEREAS, the Unorganized Territory referred to as the FAD wishes to pursue LRIP funds to construct a connection from Theater Road to Joannes Drive, and to reconstruct Joannes Drive from the Theater Road extension to CR 126 (Green Gables Road), and

WHEREAS, the Theater Road /Joannes Drive construction would improve roadway connectivity, provide alternate access for surrounding properties and businesses, and support consolidation of access points along TH 371 by providing a continuous frontage/backage road between CSAH 70 (Gull Lake Dam Road) and CR 126, and

WHEREAS, non-state aid cities and townships must have a county sponsor, and

WHEREAS, the FAD understands that, unless other entities are identified that may benefit from the project (MnDOT, Crow Wing County, private parties) they will be responsible for all costs associated with the project that are not covered by the LRIP and agree to maintain said improvements into the future.

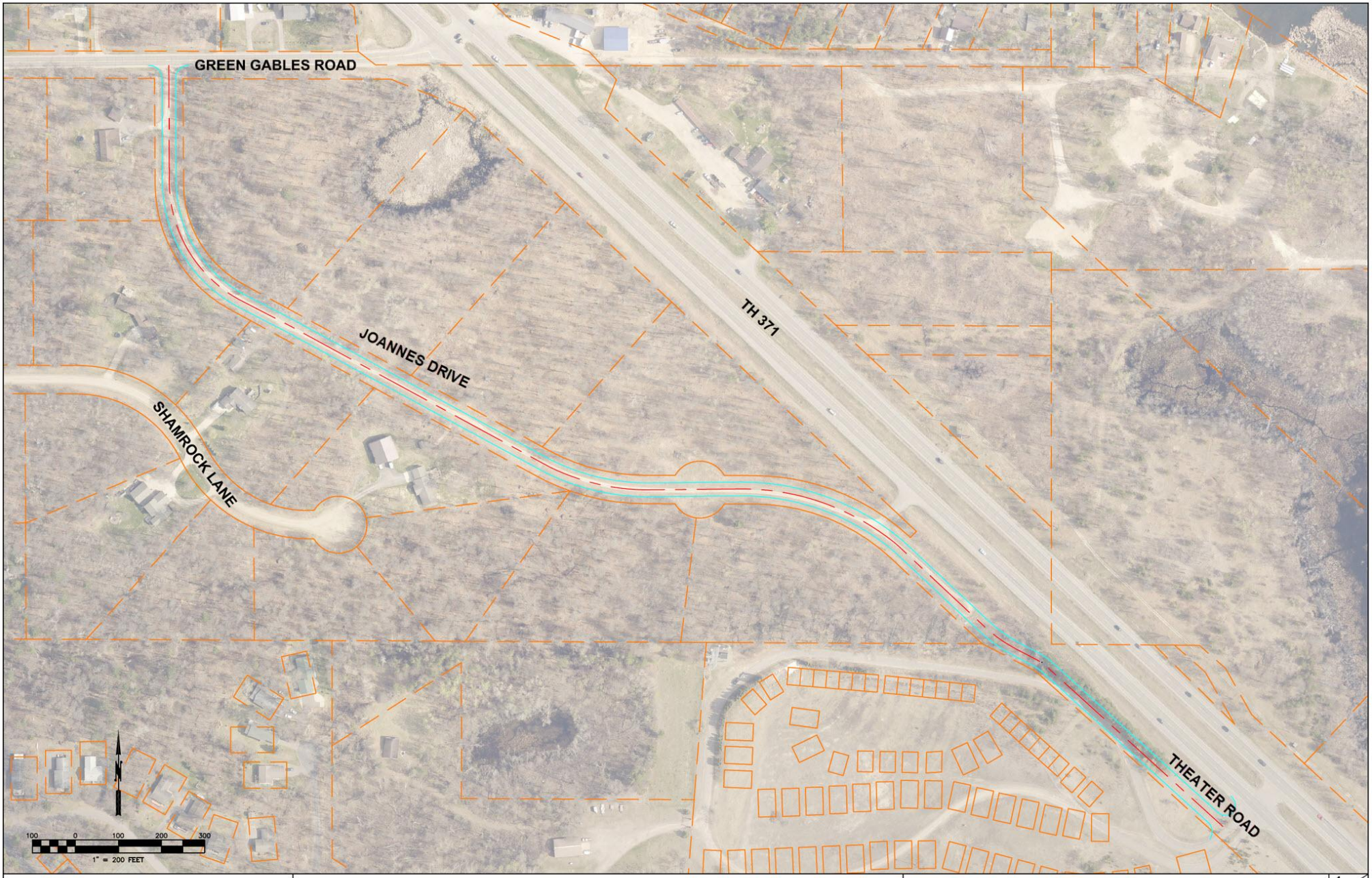
NOW, THEREFORE BE IT RESOLVED that the Board of Commissioners of Crow Wing County, Minnesota agrees to act as a project sponsor and fiscal agent related to the FAD's pursuit of LRIP funding to construct the Theater Road extension and Joannes Drive reconstruction between the existing north end of Theater Road and CR 126.

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



THEATER ROAD EXTENSION	CROW WING COUNTY HIGHWAY DEPARTMENT EXHIBIT	COUNTY PROJECT 18-417-01 (THEATHER ROAD)	1/1