CITY OF NISSWA
AGENDA – REGULAR COUNCIL MEETING
TUESDAY, JANUARY 20, 2025
6:00 P.M. – NISSWA CITY HALL

The Council Meeting will also be accessible via YouTube Live on the City of Nisswa's channel at City of Nisswa, MN

A. Call to Order
1. Pledge of Allegiance

B. Approve Agenda – (Council Motion)

C. Consent Calendar (NOTICE TO PUBLIC) – All matters listed are considered routine by the Council and will all be enacted by one motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Council votes on the motion. (Council Motion)
1. Fire Department Report – December 2025
2. Parks and Recreation Report – January 2026
3. Pickle Report – December 2025
4. Police Report – January 2026
5. Public Works Department Report – January 2026
6. Planning & Zoning Report – January 2026
7. Spirits Report – November Final 2025
8. Spirits Report – December Draft 2025
9. City Council Special Council Meeting Minutes, August 19, 2025
10. City Council Special Council Meeting Minutes, August 25, 2025
11. City Council Special Council Meeting Minutes, August 29, 2025
12. City Council Regular Council Meeting Minutes, September 16, 2025
13. City Council Workshop Meeting Minutes, September 16, 2025
14. City Council Continuation Meeting Minutes, September 23, 2025
15. City Council Special Council Meeting Minutes, September 30, 2025
16. City Council Continuation Meeting Minutes, October 8, 2025
17. City Council Regular Council Meeting Minutes, October 21, 2025
18. City Council Continuation Meeting Minutes, October 21, 2025
19. City Council Continuation Meeting Minutes, October 28, 2025
20. City Council Special Meeting Minutes, October 28, 2025
21. City Council Budget Workshop Meeting Minutes, November 18, 2025
22. City Council Regular Meeting Minutes, November 18, 2025
23. City Council Special Meeting Minutes, December 8, 2025
24. City Council Special Meeting Minutes, December 10, 2025
25. City Council Regular Meeting Minutes, December 16, 2025
26. City Council TNT Special Meeting Minutes, December 16, 2025
27. Personnel Updates – January 2026
28. Presentation of Claims – Check register #156283 - 156474; totaling $960,612.96
29. Nisswa Fire Relief LG220 Gambling Permit
30. City Street Use Permit – Nisswa Chamber – Jubilee February 14, 2026
31. Temporary Liquor License – GVL / Lakes Area Food Shelf – February 28, 2026

D. OPEN FORUM

1. Public Comment

E. REPORTS

1. City Attorney
2. City Engineer

F. OLD BUSINESS

1. Discussion regarding the conduct of Mayor Carnahan - (Council Action)
2. Lani Benefits Request if drop down to Part-time (Council Motion)
3. Pasket's Tract D Update (Information Only)

G. NEW BUSINESS

1. Wonder Trek Children's Museum Presentation – Peter Olson
2. Spirits – Donation to Nisswa Park Enrichment Fund (Council Action)
3. Police – CWC 2025 Hazard Mitigation Plan Resolution (Council Action)
4. Parks – Community Center Quotes for repairs and updates (Council Action)
5. Parks – Nisswa Lake Park Plans (Council Action)
6. Parks – Parks Commission Vacancy (Council Action)
7. Planning Commission – PCBOA Application (Council Action)
8. PW – Proposed 2027 Street Improvement Design Proposal (Council Action)
9. PW – Advertise for Bids for the 2026 Street Improvements (Council Action)
10. PW – Hwy 371 BUILD Grant Letter of Support (Council Action)
11. PW – Boiler Replacement at the Maintenance Garage (Council Action)
12. PW – Street Lights to Hills Crossing (Council Action)
13. Local Board of Appeal & Equalization Meeting April 17, 2026 at 1:00pm (Council Motion)
14. Admin – 2026 Pay Equity Report (Council Action)
15. Recommendation to move to Closed Session pursuant to MN Statute 13D.03 for Union Negotiations (Council Discussion Motion)

H. COUNCIL/LIAISON REPORTS

1. Mayor
2. Council Members

I. ANNOUNCEMENTS & UPCOMING MEETING DATES

1.	January 21, 2026	Public Works Committee Meeting 5:00PM
2.	February 3, 2026	Planning Commission Meeting 5:00PM
3.	February 5, 2026	Park Commission Meeting 5:00PM
4.	February 20, 2026	Special Council Meeting 10:30AM
5.	February 20 2026	Regular City Council Meeting 6:00PM
6.	February 25, 2026	Public Works Committee Meeting 5:00PM

J. ADJOURN

Nisswa Fire Department Report

December 2025

Training for this month included hall clean up and checking the trucks. During each meeting, firefighters check the trucks by turning on and running each piece of equipment, ensure the vehicles are stocked, and checking common gauges/engine fluids. This prioritizes our vehicles and equipment working and finds damaged or defective equipment/aspects of the vehicle.

Our department did not have a formal meeting on 12/23/25. Command staff checked trucks this evening.

Events for this month included transporting Christmas gifts from the bank to the Nisswa Community Center and participating in wrapping the Christmas gifts.

Several firefighters participated in two separate loon rescue calls this month. On 12/2/2025 on Roy Lake and on 12/4/2025 as well.

Call Breakdown:

Medical Calls	37
Structure Fire Calls	1
Gas Leak	0
Motor Vehicle Accidents	5
Carbon Monoxide/Smoke Detector	2
Rescue/Special Event	1
Cancelled en route	1
Total:	**47 total**

Chief Bailey 218-851-2825

Parks & Recreation

January 2026

1. Department Report
    A. Maintenance and Community Center
        i. Rinks opened December 20th and were well used over winter break, staff are continuing to work through some issues with the Zamboni
        ii. Staff received two proposals for repairs and upgrades at the Community Center
    B. Recreation
        i. Basketball started on January 7, and youth pond hockey was cancelled due to a low number of registrations
        ii. Time for Play continues through March
    C. Parks
        i. Gull Lake Trail: The trail is open for use with some tasks to be completed in the spring. Planning continues for the paved trail into Nisswa Lake Park and flushing toilet. Updated information will be shared with Council before obtaining quotes for that work.
        ii. Nisswa City Park: The Parks Commission has resumed planning efforts for the replacement/redevelopment of the playground with the intention of applying for the DNR Outdoor Rec Grant.
2. Old Business
    A. Parks Commission Vacancy: Consider the Parks Commission recommendation for filling the vacant seat starting February 1, 2026.
3. New Business
    A. An open house is scheduled from 5:00pm – 7:00pm on Tuesday February 10, 2026 at the Nisswa Community Center. We invite the community to stop by the open house or Nisswa City Hall during business hours, to review and provide feedback on the Nisswa City Park playground design.

Respectfully,
Amber Moon Peterson

City Council Report - Pickle Factory
December 2025

2024 - % of Sales per Month

January	6.2%	July	13.5%
February	6.5%	August	11.7%
March	6.4%	September	10.2%
April	6.5%	October	7.5%
May	9.1%	November	7.5%
June	10.1%	December	4.8%

November Sales Comparison

	2024	2025	+/-	%	2025 Budget	% of Budget	Goal %
Sales	$72,821	$107,841	$35,021	48.09%	$1,588,900	6.8%	4.8%

November Expenses Comparison

	2024	2025	+/-	%	2025 Budget	% of Budget	Goal %
Merchandise for Resale	$63,597	$72,431	$8,834	13.9%	$600,000	12.1%	4.80%
Payroll	$27,100	$32,558	$5,458	20.1%	$330,927	9.8%	4.80%
Other Expenditures	$25,018	$35,525	$10,508	42.0%	$483,435	7.3%	4.80%
Total Expenditures	$115,715	$140,515	$24,800	21.4%	$1,545,937	9.1%	4.80%

Profit/Loss	-$42,894	-$32,674

Keep in mind that this is a snapshot of the year and if you have any questions, please feel free to give me a call.

Last Month Review:

Last month was way up over last year but so were the expenses. Snowmobile traffice has been very hit or miss with the weather and lack of snow.

Upcoming Events:

Ice fishing extravaganza on Gull Lake will be Saturday, January 31st from noon to 3:00pm. That's always a great weekend for Nisswa and the Brainerd Lakes Area.

News & Notes:

Equipment & Repairs:

The bar stools are in need of replacement. Goal is to have them ordered by the end of this month.

Terry Wallin, Pickle Mgr.

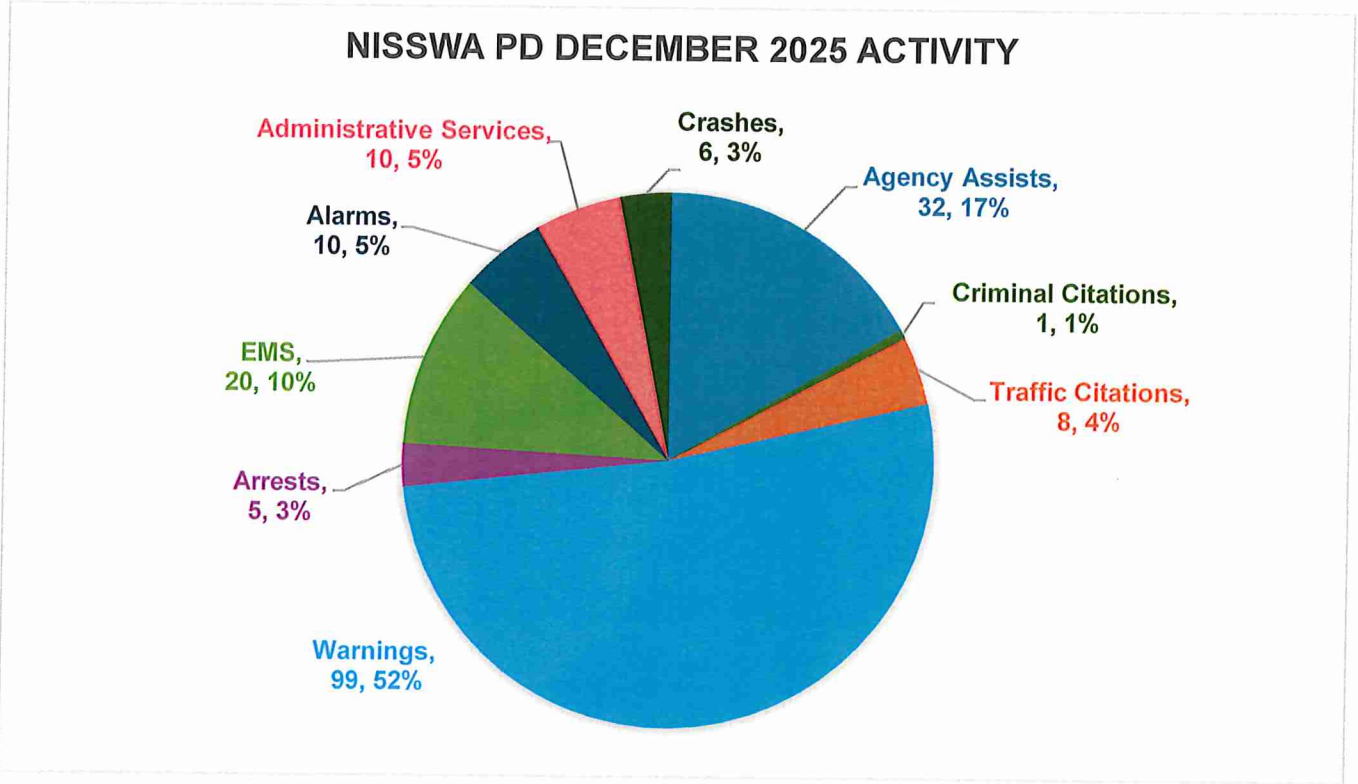
Nisswa Police Department
Council Report
January 2026

Prepared by Chief Todd Szymanski

Calls for Service

For December 2025, the NPD documented the following activities:

- **Total Incidents Reported:** **191**
  - Agency Assists: 32
  - Criminal Citations: 1
  - Traffic Citations: 8
  - Warnings: 99
  - Arrests: 5
  - EMS: 20
  - Alarms: 10
  - Administrative Services: 10
  - Crashes: 6



How Calls Were Received

Email	3
In Person	5
Mail	2
Other	0
Phone	23
Radio	93
Visual	141

Notable Activity

12/05/2025 – An officer observed a vehicle stuck in the median and after further investigation arrested the adult male driver for 3rd degree DWI.

12/20/2025 – A traffic stop resulted in the arrest of an adult male for gross misdemeanor motor vehicle registration tax evasion and misdemeanor no insurance.

12/22/2025 – A traffic stop resulted in the arrest of an adult male for 4th degree DWI and 5th degree possession.

12/31/2025 – A traffic stop resulted in the arrest of an adult male for 3rd degree DWI.

Public Works
Council Report
January 13th, 2025

Recommendation and Action Items

(All these items have supporting documents in the Council Packet.)

1) **Hills Crossing Street Light Addition.** An RCA is included in your packet for consideration to add 2 new street lights here at the request of the Hills Crossing Nursing Home Staff.
2) **Adopt Street Reconstruction Plan.** An RCA, with a draft 5-year street reconstruction plan, is in your Council packet for review and adoption.
3) **Review and Approve Proposed 2027 Street Improvements Design Proposal.** You will find in your packet a proposal from Widseth to provide 30% design services for the roads in Grand View. We need this information to further talk with Grand View about the final design of the street there. The proposal also provides for 100% design services for Remaining Project Areas such as Upper Roy Lake Road. A copy of the proposal is included in your packet.
4) **Emergency Maintenance Garage Boiler Replacement.** A Notice of Emergency Maintenance Garage Boiler Replacement is included in your Council packet. It includes details on replacement of the boilers in the Maintenance Garage.
5) **A quick update to the Federal BUILD Grant for 371.** I have included in your Council packet, a copy of a letter I wrote in support of the BUILD Grant, to Tom Cruikshank at MNDOT.

Current Projects Status

1) **Grand View Road Project.** The city engineer, Jesse Zahn, and myself met with Grand View staff regarding logistics for the 2027 Road Bond on December 17th. We had a very productive meeting and we will be working closely with them to come up with road improvements that are a benefit to GVL and the rest of Nisswa. In your packet, there is a proposal from Widseth to prepare 30% plans for the streets so we can discuss, in more detail, ideas with GVL to come up with a final plan.
2) **2026 Road Bond.**
    a. The Public Works Committee hosted a public information meeting on December 3rd to introduce the full plan set for the 2026 Road Bond developed by Widseth. The project was well received. We had about six people attend the meeting in person. Maps for the project are posted in the Council Chambers for review. Please direct any comments or questions to Dave Reese or me concerning the project.

b. **2026 Road Bond Timeline Update**
   i. **Jan 20th, Approve the 5-year Street Reconstruction Plan.**
   ii. **Feb 17th, 2026 Street Bond Hearing.**
   iii. **Feb 26th, 2026 Open Bids.**
   iv. **Mar 24th, 2026 Award Contract. Approve Construction Observation Proposal.**
   v. **May 4th, 2026 Begin Construction.**
   vi. **Substantial Completion, October 15, 2026.**
   vii. **November 30th, 2026, Complete Construction.**

c. Widseth has also updated the project cost estimate to **$4,527,000**.

i.	Sumac Trail	$136,000
ii.	Lendee Drive	$251,000
iii.	Hole In the Day Drive	$392,000
iv.	Old Govt Trail	$166,000
v.	Polks Road	$150,000
vi.	East Roy Lake Road	$566,000
vii.	Wooddale Road	$382,000
viii.	Kander Court	$160,000
ix.	Roy Lane	$472,000
x.	Edna Lane	$628,000
xi.	Edna Lake Road	$1,107,000
xii.	Parkway Drive	$117,000

d. On October 8th the Council contracted with Johanneck Appraisals to deliver the value of the ROW to be obtained. The city attorney will work to obtain the necessary right of way following the appraisal work.

3) **2026 Lakers Lane Safe Routes to School.** Staff met with representatives from Brainerd Schools on December 12th to follow up on a November 10th meeting about updating sidewalks and crosswalks. We are working on a phased, joint project between the school and the city. Widseth will work with the school under their Master Contract with ISD 181 on the 2026 phase of the project, and the City's portion of the improvements will be incorporated with the school's plans. We will need a cost sharing agreement for this work for the city to reimburse the school district for professional costs of planning, design, and construction administration. Basically, the school will cover the cost of the sidewalk repairs, the city will cover the cost of the street drainage and street pavement replacement costs. Generally, such cost split agreements are based on pro-rating costs between the two parties based on the amount of the respective construction costs that each ultimately have in the project. I will work on a draft of this agreement and get it Tom Pearson and Dave Reese for review and finally Council approval in February.
4) **Lift Station #1 Rebuild.** The city attorney has been tasked with the purchase process by the Council at the June 2025 regular meeting. The City Council has made a decision to go with Bolton and Menk's proposal for the lift station rebuild design and engineering at the November meeting. Bolton and Menk are gathering information to begin the design process. Mike Deck and I are working with them closely to get them the information they will need.
5) **Lift Station #12 Build.** Widseth has developed a preliminary location for this lift station. It will be reviewed further as development in the area materializes.
6) **2027 Road Bond.** The Council approved Widseth to do survey work inside Grand View for the project in October. Widseth will be using the information to put together 30% plans and work on the scope of the 2027 Road Bond. We will

be getting a proposal for 30% plans and specs for the Grand View roads from Widseth at the January 2026 Council meeting it will also include work to get 100% plans and specs for Upper Roy Lake Road, Park Ave, Alley East of Main Street, Fire Station Parking Lot, Community Center Parking Lot, City Hall Parking Lot.

a. **2027 Road Bond Timeline Update**

i.	Jan 20, 2026	City Council Approval of the 2027 Street Improvements Design Proposal.
ii.	Feb-April 2026	30% Design GVL Area.
iii.	May 2026	Informational meeting.
iv.	June 2026	City Council Approval of Final Design. Agreement for the GVL Area.
v.	July-Sept 2026.	100% Design.
vi.	October 2026	Easement Sketch/Descriptions.
vii.	February 2027	Bidding.
viii.	March 2027	Construction Contract Award.
ix.	June 1, 2027	Construction Tree Clearing Completed by.
x.	Sept 30, 2027	Construction Completed

7) **Backage Roads.** No new information during November.
8) **City Water System.** No new information during November.
9) **MNDOT 371 2030.** I received an email from Tom Cruishank on December 19th requesting the city offer a letter of support for the federal BUILD (formally RAISE) grant for the federal funding year, 2026. I provided a letter to Tom Cruishank that was an updated version of a letter that Jenny had provided last year to support the RAISE grant. A copy of my letter is included in your packet.

Operations Reports

Maintenance, Corey Larson, Public Works Supervisor

1. We plowed the roads 4 times in December.
2. We assisted the waste water department with 1 sewer callout.
3. We salt sanded the roads 9 times in December.
4. We had 1 cremation this month.
5. 65 garbage bags were changed.
6. Helped the parks department in changing out plexiglass in the hockey rink.
7. We moved snow piles 3 times to help clean up town.
8. Cut trees on Sumac to avoid hitting the plow truck.
9. Changed and ordered new cutting edges for plow trucks.

Sewer, Mike Deck, Sewer Department Supervisor

1. I completed all testing and reporting as required by the MPCA per our wastewater permit.
2. I have authorized the repair for Lift Station #7 pumps, install not scheduled as of yet.
3. I had 2.86 million gallons of inflow to the treatment plant for the month of December, 41.58 million gallons for the year to date.

4. I have ordered new batteries for our Omni-site cellular monitoring devices; this is an annual replacement.
5. I received and completed 13 underground utility requests through gopher state one call.
6. I have ordered a replacement pump for lift station 3, install delayed due to shipping difficulties.
7. I had 0 emergency pump replacement on step stations in the month of December. However, I had many other repair calls this past month on step stations. We also had several float repairs on our main lift stations.
8. I had 0 SSTS inspection and 0 city sewer connections for the month of December.

FYI

1) The next Public Works Committee meeting is planned for January 21st at 5 pm.
2) I will be on vacation on Feb 18-22nd and Feb 26-Mar 1st.

Thank you,

Thomas Blomer
Public Works Director
City of Nisswa

CITY OF NISSWA

City Planner Report
January 2026
Submitted by Steven Timblin, City Planner

Mayor and City Council,

The Planning Commission held a regular meeting on January 6th, 2026, at which there was the following:

1) Public Hearings **(5:00 PM)**
   a. **VARIANCE APPLICATION 001-26** seeking to obtain a variance for reduced setback to both a lot line and a bluff to construct a detached accessory structure in the Shoreland Residential (SR) zoning district. Subject property located at: 4196 Upper Roy Lake Rd, Nisswa, MN 56468 (PID 28100707). Owner/Applicant: Troy Kochevar Approved

   b. **VARIANCE APPLICATION 002-26** seeking to obtain a variance to construct a detached garage with reduced property line setback within the Shoreland Residential (SR) zoning district. Subject property located at 4354 Mission Rd, Nisswa, MN 56468 (PID 28340571). Owner/Applicant: Haglin, Ellen M Revocable Living Trust (Tom Haglin) Approved

   c. **VARIANCE APPLICATION 003-26** seeking to obtain a variance to impervious coverage maximum and parking lot landscaping requirements for parking area improvements within the Highway Business (HB) zoning district. Subject property located at 24400 Smiley Road, Nisswa, MN 56468 (PID 28140557). Owner/Applicant: John Fox (Northland Center I LLC)/Tony Pohl (KLD) Approved

2) New Business
   a. Sketch Plan Review – Dan Marrin Discussion
   b. Sketch Plan Review – Nick Bender Discussion
3) Old Business
   a. None

Land Use Permits:

There were 102 land use permits issued in 2025.

Respectfully,

Steven Timblin
City Planner

CITY OF NISSWA

2025 Year-End Planning Activity Report

Permits	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025
Single Family Dwelling Unit	16	18	15	10	17	34	54	38	22	21	24
Commercial Dwelling Unit	3	1	3	39	18	1	1	6	0	9	0
New Commercial Building or Addition	2	2	5	8	3		2	2	4	3	8
Septic System	12	23	19	22	19	27	29	22	27	21	21
Sewer Hook Up					9	13	31	18	7	9	14
Additions, Accessory Structures, Decks, patios, etc)	34	37	36	32	37	35	44	55	30	36	31
911 Address Request Filing	10	12	16	45	11	45	30	25	13	10	20
Fence permit	1	2	2	1	4	5	6	1	9	3	5
Demolition Permit (Only)	1	4	2	4	0			6	3	3	3
Shoreland Alteration Permit (Shoreland grading permits prior to 2023)	6	4	7	8	3	4		3	20	20	12
Chicken Coop									1	3	1
Total*	**85**	**103**	**105**	**169**	**121**	**164**	**197**	**176**	**136**	**138**	**139**

**Totals reflected above may differ from number of land use permits issued due to multiple uses applied for on the same permit issuance*

Planning Applications	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Conditional Use Permit	15	8	16	8	19	4	6	12	8	5	12	
Interim Use Permit	8	4	2	3	0	1	1	1	0	2	3	
Subdivision (PP & FP)	0	0	2	1	1	0	2	8	0	0	0	
Metes & Bounds Survey	4	3	3	7	2	5	1	2	2	3	5	
Variance	5	7	4	3	7	3	1	9	11	9	10	3
Zone Change	1	2	3	5	1	2	5	1	1	1	0	
Ordinance Amendments	3	10	11	7	7	5	4	1	6	4	2	
Lot Line Adjustment	1	0	0	2	3	1	0	5	2	6	3	
Total	**37**	**34**	**41**	**38**	**33**	**18**	**20**	**39**	**30**	**30**	**35**	

Zoning Violations/Complaints	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
Submitted	7	6	4	10	16	16	20	6	7	3	7	
Resolved						15	17	4	2	2	7	
Monitoring									4	2	4	

Spirits of Nisswa - Nov 2025 Council Report

2024 - % of Sales per Month

January	3.9%	July	18.9%
February	4.3%	August	15.3%
March	4.5%	September	8.1%
April	4.7%	October	6.4%
May	9.5%	November	5.5%
June	12.2%	December	6.7%

	2024	2025	+/- from 2024	2025 Budget	% of Budget	Goal %
Nov Sales Comparison	$253,262	$230,141	-$23,121	$4,576,102	5.03%	5.5%

	2024	2025	+/- from 2024	2025 Budget	% of Budget	Goal %
YTD Sales Comparison	$4,262,603	$4,167,813	-$94,790	$4,576,102	91.08%	92.0%

	2024	2025	+/- from 2024	2025 Budget	% of Budget	Goal %
Nov Merchandise for Resale	$159,340	$114,336		$2,999,472	3.8%	5.5%
Payroll	$34,614	$38,261	$3,647	$549,128	7.0%	8.33%
Capital Outlay Expenditure Transfered in January	$44,000	$15,500				
City Transfer Expenditure in January	$245,000	$245,000				
Nov Expenditures	$238,055	$195,545	-$42,510	$4,548,247	4.3%	5.5%
YTD Total Expenditures	$4,095,690	$4,003,459	-$92,231	$4,548,247	88.0%	92.0%

	2024	2025
Profit	$15,206	$34,595
YTD Profit	$166,913	$164,353

November Final Numbers.

Thank you
Brian

Spirits of Nisswa - December 2025 Council Report

2024 - % of Sales per Month

January	3.9%	July	18.9%
February	4.3%	August	15.3%
March	4.5%	September	8.1%
April	4.7%	October	6.4%
May	9.5%	November	5.5%
June	12.2%	December	6.7%

	2024	2025	+/- from 2024	2025 Budget	% of Budget	Goal %
December Sales Comparison	$307,179	$257,911	-$49,268	$4,576,102	5.64%	6.7%

	2024	2025	+/- from 2024	2025 Budget	% of Budget	Goal %
YTD Sales Comparison	$4,569,783	$4,425,724	-$144,059	$4,576,102	96.71%	100.0%

	2024	2025	+/- from 2024	2025 Budget	% of Budget	Goal %
December Merchandise for Resale	$281,132	$316,384		$2,999,472	10.5%	6.7%
Payroll	$36,589	$38,096	$1,507	$549,128	6.9%	8.33%
Capital Outlay Expenditure Transfered in January	$44,000	$15,500				
City Transfer Expenditure in January	$245,000	$245,000				
December Expenditures	$365,174	$382,388	$17,214	$4,548,247	8.4%	6.7%
YTD Total Expenditures	$4,460,864	$4,385,848	-$75,016	$4,548,247	96.4%	100.0%

	2024	2025
Profit	-$57,994	-$125,018
YTD Profit	$108,918	$85,142

Are sales for the year were down, but our expenditure were down also.

These numbers are close, but I will have December Final numbers on the January report.

Thank you
Brian

CITY OF NISSWA
MINUTES - SPECIAL CITY COUNCIL MEETING
TUESDAY, AUGUST 19, 2025 - 5:00 P.M.
NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Members Present Electronically: none.
Members absent: none.
City staff present: Keith Hiller, Interim Administrator; Maggi Wentler, Finance Specialist; Tom Blomer, Public Works; Steven Timblin, Planning & Zoning; Todd Szymanski, Police Chief; Shawn Bailey, Fire Chief; Terry Wallin, Pickle Manager; Brian Farrell, Spirits Manager; Amber Moon Peterson, Parks & Rec.
Audience members: 27 members of the public were present.

A. Call to Order

Mayor Carnahan called the special city council meeting to order at 5:02 PM on Tuesday, August 19, 2025. Before proceeding with the agenda, the Mayor provided a reminder about meeting decorum and Robert's Rules of Order, noting that council members should wait to be recognized before speaking. She explained this would help viewers who may be watching recordings identify who is speaking. She also reminded everyone that discussion should only take place after a motion and second. Due to the number of guests in attendance, some of whom had traveled several hours to be present, Mayor Carnahan proposed adjusting the agenda order to begin with item B. Planning & Zoning Ordinances, followed by item C. Interim City Administrator, and then item D. 2026 Budget Discussion. There were no objections from the Council.

B. Planning & Zoning Ordinances, Enforcement, Consultant and Additional Changes & Direction

1. Grand View Lodge Administrative Citation

Mayor Carnahan raised process concerns with planning and zoning, proposing a motion to suspend the administrative citation for Grand View Lodge until December's meeting. This would allow the Lodge to obtain permits and make city requests without restrictions. Dawn Southworth, Managing Director, explained the need for a shed at a public access area for water activities, noting issues when their Director of Facilities attempted to secure a permit for a wedding-related shed, which was blocked due to unresolved access issues. She highlighted the economic contribution of hosting about 250,000 guests annually. Council Member Hall emphasized the fire department's lake access needs, explaining the long-standing barricades. Council Member Zahn and London supported reviewing established practices, with Mayor Carnahan urging collaboration over punitive actions, especially as the tourist season was concluding. Interim Administrator Keith and City Attorney Pearson highlighted that the suspension didn't change ordinances but paused enforcement on this citation, with Southworth indicating natural removal of the shed and barriers by fall. Mark Froehling voted nay.The motion carried 4-1.

Special Use Permit Modifications

Mayor Carnahan proposed modifying the special use permit process, focusing on fees and application timeline requirements. Dale Christianson from the Nisswa Lions Club explained they were denied permission to sell pork on a stick at the recent Crazy Days event due to not submitting their application 15 business days in advance. They instead set up at Schafer's parking lot. He noted that when participating in city events, they typically raise about $3,000 net, all of which goes back to the community. Council Member London acknowledged the Lions Club's

valuable contributions. Mayor Carnahan mentioned that many businesses along Main Street hadn't submitted permits for Crazy Days either, likely because they were unaware of the requirement, not because they tried to skirt the rules.

Motion by Mayor Carnahan, seconded by Council Member Froehle, to direct staff to bring back a proposal to the council at the September meeting to consider modifying the special use permit related to fees and the current timeline (15 business days). Motion carried unanimously.

2. Signage Ordinance Review

Council Member Hall raised concerns about downtown zoning ordinances related to signage, sandwich boards, and temporary displays during events like Crazy Days, noting several businesses currently had tables displayed outside their stores.

Shawn Weldon, owner of Lake Latitude at 14 Nisswa Avenue, spoke about the importance of sandwich board signs for businesses located off the main street. He explained that many customers say they wouldn't have found his business without these signs, and asked for either leniency until new rules are established or a permit system that would allow continued use of these critical marketing tools.

Motion by Council Member Hall, seconded by Council Member Zahn, to direct staff to come back by the end of the year with recommendations regarding ordinances around temporary signage and displays. Motion carried unanimously.

4. Public Comments on Planning and Zoning

Alan Jenkins, a long-time resident, expressed concern about excessive regulations affecting businesses and urged the council to consider rescinding some ordinances rather than adding more. Mayor Carnahan raised a concern about variance applications, specifically that an applicant had received a $900 legal bill related to their variance request without prior notification of the potential cost. Bobby Kechever, a resident who had submitted a variance request, explained that while she had initialed the form acknowledging responsibility for the city's professional costs, she didn't realize this would include legal fees incurred when neighbors contacted the city attorney. She expressed concern about the lack of transparency regarding the costs. City Attorney Pearson clarified that the legal review was necessary because the applicant was involved in litigation over the property title, and the city needed to determine if the planning commission could even grant the variance given the pending lawsuit. He emphasized that the review was directed by city staff, not neighbors. Mayor Carnahan and Interim Administrator Keith acknowledged the need for better communication about potential costs in these situations.

5. Ordinance Comparison Report

City Planner Steven reported on the comparative analysis of Crow Wing County's ordinances with Nisswa's ordinances, prepared by consultant Chris Pence. The report found more similarities than differences and noted Nisswa had spent considerable resources updating ordinances in the past three years to harmonize with county regulations, particularly for lakeshores.

The Council agreed to review the report in detail and discuss it at a future meeting.

6. Additional Planning and Zoning Concerns

Tom Mackel, a resident, expressed frustration about needing to have his septic tank pumped and inspected in order to apply for a permit to build a small lean-to off his garage.

Jake Huser of Foxy Properties described ongoing difficulties with the city's processes for his laundromat project, including issues with connection fees and engineering requirements. He also expressed dissatisfaction with how city staff had approached his wife about concerns rather than scheduling a proper meeting.

Council Member Hall expressed concern about the direction of planning and zoning enforcement, stating it was "concerning, disheartening, and completely 180 degrees the other direction that I as a council want to go with this town." He advocated for working collaboratively with businesses rather than taking enforcement actions.

Council Member Zahn acknowledged the bandwidth limitations faced by city staff but emphasized the importance of finding collaborative solutions, particularly given the town's short tourist season that provides crucial revenue for local businesses.

Motion by Council Member Hall, seconded by Council Member Zahn, to direct staff to reach out to Crow Wing County to explore options for their assistance with planning, zoning, and ordinance enforcement, potentially in a consulting capacity. Motion carried unanimously.

C. Interim City Administrator

Interim City Administrator Keith provided an update on his priorities after three weeks on the job:

1. Executive search for a permanent administrator (two proposals forthcoming)
2. Organizational structure assessment (particularly for administrative staff)
3. Strategic planning (8-hour council planning session)
4. Budget preparation
5. Planning and zoning process improvements
6. Collective bargaining with union members
7. Policy and procedure updates
8. Creation of a transition document for the new administrator

Council Member Hall expressed concerns about the current direction of city operations but acknowledged the potential need for a closed meeting to discuss performance issues.

Council Member Zahn inquired about staffing, particularly the situation with the outgoing city clerk working remotely and whether Financial Specialist Maggi had taken on additional duties. Keith confirmed that Maggi and other staff had taken on additional responsibilities and indicated he would bring a proposal to Council regarding potential reclassification and compensation adjustments.

Council Member London echoed concerns about ensuring Maggi receives appropriate compensation for her expanded role and suggested providing her with a proper office space.

D. 2026 Budget Discussion

Due to time constraints with the regular council meeting scheduled to begin, the Council voted to continue the 2026 Budget Discussion to the regular council meeting.

Motion by Mayor Carnahan, seconded by Council Member Hall, to continue the 2026 budget discussion to the regular council meeting. Motion carried unanimously.

E. Adjourn

The special meeting was adjourned at 6:50 P.M. before moving into the regular council meeting.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – SPECIAL CITY COUNCIL MEETING
MONDAY, AUGUST 25, 2025
5:00 P.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: Tom Pearson, City Attorney; Bill Westerberg, City Engineer
Members absent: none.
City staff present: Keith Hiller, Interim Administrator; Maggi Wentler, Finance Specialist; Tom Blomer, Public Works; Steven Timblin, Planning & Zoning; Amber Moon Peterson, Parks & Rec; Todd Szymanski, Police Chief; Shawn Bailey, Fire Chief; Terry Wallin, Pickle Manager; Brian Farrell, Spirits Manager.

A. Call to Order

The City of Nisswa Special City Council Meeting was called to order on Monday, August 25, 2025, at 5:00 PM. The Mayor noted this was a continuation of their previous meeting, with one agenda item for discussion: the 2026 budget. The Mayor reminded speakers to stay close to the microphone so online viewers could clearly hear the proceedings.

B. 2026 Budget Discussion

Department heads presented their proposed 2026 budgets to the Council.

Nisswa Spirits (Brian)

Brian presented the Nisswa Spirits budget, noting that he based his 2026 figures primarily on actual 2024 numbers rather than budgeted amounts. He explained his philosophy of "underpromise and overachieve" and shared that despite a softer economy and weather challenges this year, July profits had been fantastic.

The proposed 2026 budget showed projected revenue of $4,590,000 with expenditures of $4,576,000. Brian clarified that the $245,000 payment to the general levy was already factored into these numbers. He explained that while he could easily reduce the budget by 10% by cutting merchandise purchases, his approach was to take advantage of good deals that could generate more revenue in the future. Brian noted they had substantial capital expenditure reserves (approximately $80,000) and didn't need to allocate additional funds for that in 2026.

When questioned about the potential Schaefer's expansion, Brian stated he had not included this in the budget as the timeline was uncertain, but indicated that if it happened, increased sales should balance out any additional costs. There was some discussion about a discrepancy in the rental figures shown on the spreadsheet, with Brian confirming the actual annual rent was $108,000.

Fire Department (Chief Bailey)

Chief Bailey presented the Fire Department budget with an 8.83% increase ($30,000) for 2026. He explained that $10,000 of this was part of a planned 5-year increase for the capital improvement plan, which would eventually reach $105,000 annually (up from $55,000 three years ago). He noted that the high cost of fire trucks (now approximately $1,000,000) necessitated this increase. The budget also included increases for radios, which have gone up "astronomically," and repairs.

The Chief explained that call volumes had increased dramatically since he started, rising from 80 calls per year to a projected 700 calls this year. He also mentioned potential upcoming decontamination issues that might require additional funding. Of the $30,000 increase, Nisswa would be responsible for approximately $10,000 (about 30-34% of the total fire department budget).

Police Department (Chief Szymanski)

Chief Szymanski presented a police budget similar to the previous year's. He noted they were still waiting to determine the final wage for a new officer position that would be filled within the next month. The budget included a squad car to be ordered (with the ordering window open until mid-January), with payment due upon delivery.

The Chief mentioned increased subscription costs, including a required new firewall for their computers (which he hoped to mostly cover with leftover funds from this year's budget) and multifactor authentication at $3 per user per month ($21/month total).

Chief Szymanski again proposed adding Flock safety cameras at a cost of $7,500 for two cameras with installation, plus an ongoing subscription of $3,000 per camera per year. When asked about grant funding possibilities, he explained that Sourcewell had changed their grant process, but they would continue exploring funding options. The total budget increase was $20,004.

The Pickle (Terry Wallin)

Terry Wallin presented The Pickle's budget, projecting a 2.44% increase in sales, with potential for more significant growth if THC sales increase as expected. He mentioned adding new products and improving signage in the off-sale area to increase visibility.

Terry explained that at the health department's request, the walk-in cooler interior needed renovation. He estimated this would cost around $60,000, which could be covered by existing capital improvement funds. He reported that summer sales had been excellent, and he had no concerns about meeting this year's budget targets. The projected profit after contributions to the general fund was nearly $170,000.

When asked about recent improvements, Terry indicated that the new TVs had been beneficial for events like pig races, and the breakfast food offerings had been well-received as an alternative to just breakfast pizzas.

Planning and Zoning (Steven Timblin)

Steven presented a budget based on the flat budget discussed in April, with adjustments based on Council feedback. He explained that permitting software costs would be allocated from capital improvement reserves (currently around $58,000), making this an appropriate use of those funds.

Steven's budget showed an 8.18% increase as presented, or potentially as low as 1.02% if certain adjustments were made. He suggested possibly increasing professional service fees by $7,500 to prepare for development of city-owned land, which would require various professional services for evaluation. There was discussion about keeping health care allocation in the budget despite potential personal circumstances that might not require it.

The final numbers on the master spreadsheet showed a 6.97% increase for the department, though Steven noted this might change with further adjustments.

Community Center and Parks (Amber Moon Peterson)

Amber presented two separate budgets:

1. Community Center: A moderate budget with a $4,000 increase, primarily for adding to the capital reserve. No new items were requested, just adjustments for standard operations.
2. Parks: A moderate approach with the same staffing structure (one director, one maintenance technician, and seasonal winter staff). Outside of staffing, the increase was $4,000, with no new items requested.

Amber noted what was not included in the budget: no additional funds for park projects, including Nisswa City Park or future plans for Pocket Park. She informed the Council that the moratorium on local option sales tax had expired, and the Parks Commission had unanimously recommended that the City Council propose a sales tax in Nisswa for improvements at the city park. She stressed the importance of discussions about funding park infrastructure, noting that if the Council wanted to pursue this option, they would need to submit information to the legislature by January 30th, starting with a Council resolution.

Councilman Froehle added that 65% of the sales tax would be paid by visitors, and sales tax numbers had increased by nearly 70% from previous projections, suggesting the tax might be paid off within 15 years.

Public Works and Sewer (Tom Blomer)

Tom reported that his general fund departments would see approximately a 0.5% increase for the year. He attributed this modest increase to staffing reorganization and easing inflation. The budget did not include any special projects or significant new equipment purchases.

Regarding the 2026 road bond, Tom explained that the first payment would likely not be due until the first quarter of 2027, so it would not impact the 2026 budget. He noted that the estimated cost of the 2026 road project was $3.8 million. Tom mentioned that modifications to the 2027 road bond project might be possible, as some paving had already been done in areas like Nokomis, East and West London. He suggested that while areas through the resort would need attention for handling higher tonnage, the residential areas that had received recent work might be removed from the bond.

Tom reported that the sewer operations budget showed a 0.41% increase. He mentioned that lift station 1 could be rebuilt without bonding, and a potential lift station on the new property might also be funded without bonding, depending on engineer cost estimates. He estimated that lift station 1 would cost approximately $750,000, while a new lift station might cost around $500,000, plus additional costs for connecting infrastructure.

Tom mentioned that public restroom maintenance had increased by 14% due to supplies costs, possibly from increased visitor numbers. He noted they were currently advertising for a new maintenance position they hoped to fill by September.

Budget Summary Discussion

At the conclusion of the presentations, Council members calculated the approximate overall budget increase at 14% before accounting for the road bond, or around 4% excluding enterprise funds like the sewer and The Pickle, which generate their own revenue. The Mayor indicated they had made a good start and would continue budget discussions at their retreat in approximately one month.

C. Adjourn

Motion to adjourn made by Councilman Froehle, seconded by Councilman London. Motion carried unanimously. The meeting was adjourned at 5:58 P.M..

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – SPECIAL CITY COUNCIL MEETING
FRIDAY, AUGUST 29, 2025
9:30 A.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: Tom Pearson, City Attorney.
Members absent: none.
City staff present: Keith Hiller, Interim Administrator; Maggi Wentler, Finance Specialist; Tom Blomer, Public Works.

A. Call to Order

Mayor called the special meeting of the City of Nisswa to order on Friday, August 29, 2025, at 9:30 a.m.

B. Interim city administrator contract discussion and action

The Mayor explained that in the past, for interim administrators, the city had done thorough contracts where personnel liaisons worked with the labor attorney to get key components in place before council meetings. However, after consulting with the labor attorney this week, it was determined that for any interim administrator going forward, the city doesn't need to have a pre-negotiated, agreed-upon contract in place. Instead, key terms can be discussed within the body of a motion for a forward-looking interim administrator, including aspects such as the amount per week, hourly rate for overtime, and time commitment.

C. Discussion and action of forward interim city administrator

The Mayor introduced Krista Okerman as a prospective candidate for the interim administrator position. Ms. Okerman was not present at the meeting but her resume had been shared with the council. She was described as a longtime employee, having served as clerk treasurer with the City of Jenkins and previously with the City of Greenfield. It was also noted that she had previously worked on an interim basis with the City of Nisswa.

Maggi, a long-time city staff member, provided positive feedback about Ms. Okerman's previous work with Nisswa, describing her as knowledgeable, smart, and willing to help. Tom also shared similar positive experiences working with Ms. Okerman.

Council member Hall mentioned he had spoken with Ms. Okerman on the phone and found her to be personable. He noted that staff had given positive feedback about working with her previously. According to Council member Hall, Ms. Okerman indicated she had worked for Nisswa for approximately six months before Jenny Max was hired.

Council member Froehle expressed concern about not having the opportunity to meet and interview Ms. Okerman before voting. Council member Zahn asked about the duration of employment and start date, to which Council member Hall replied that Ms. Okerman was available to start immediately, though she did have a short trip scheduled in September. Some council members expressed reservations about not meeting Ms. Okerman first.

Mayor Carnahan moved that the city of Nisswa employ Krista Okerman as interim city administrator, with terms including $2,000 per week, $60 per hour for overtime, and a commitment

of 24 hours (3 days) per week subject to the following: 1) Krista Okerman accepts employment; 2) Krista Okerman's employment will be subject to the components of an employment outline of August 28, 2025 that would include: a) $2,000 a week, b) $60 per hour for overtime, and c) 24 hours or 3 days a week. Designees will consult with legal counsel to execute this motion. Seconded by Council member Hall. Motion passed 3-2, with Council members Zahn and Froehle voting against.

D. Discussion and action for approval of a search firm for permanent city administrator

Keith Hiller presented information on two executive search firms that he had contacted, noting significant cost differences between them. He highlighted that South Central Service Cooperative (SCSC) offers the benefit of completing one additional search at cost if another executive search is required within two years.

The Mayor shared that she had called references for both firms and received overwhelmingly positive feedback for SCSC. Council members Froehle and Zahn also noted they had done their own reference checks and were leaning toward SCSC.

Maggi informed the council that Sourcewell offers a matching grant for third-party consulting services. She advised that the council should determine the structure of the administration team before moving forward with either search firm, as starting the process before applying for the grant could cause difficulties.

Based on this information, the council decided to postpone their decision on selecting a search firm until after pursuing grant funding. They directed Maggi to apply for the Sourcewell grant and also explore any resources available through the Minnesota League of Cities.

Council member Froehle moved that Maggi seek a grant through Sourcewell to help with the executive search firm. Seconded by Council member Zahn. Motion carried unanimously.

E. Increase in hourly rate for finance specialist for extra duties

The council discussed increasing Maggi Wentler's hourly rate as Finance Specialist to compensate for the additional duties she has taken on since the city clerk position became vacant. Keith Hiller noted that after reviewing the roles and responsibilities, Maggi is effectively acting as Finance Director and Human Resource Director in almost every category.

Keith provided the council with a proposed pay scale for consideration, suggesting that long-term, a broader review and realignment with a new job description would be appropriate. The Mayor noted that Maggi was essentially doing the job of "two and a half people."

Council members expressed strong support for compensating Maggi for her additional work, with Council member London emphasizing her 12 years of loyal service and the responsibilities she has taken on. Council member Zahn suggested considering retroactive pay since Maggi had been performing these additional duties for some time.

After discussion about appropriate compensation levels, Council member Zahn proposed a motion to conduct a comprehensive job review for Maggi and provide a wage adjustment to Grade 18, Step 5 at $49.01 per hour, retroactive to July 21, 2025.

Council member Zahn moved that city council proceed with a comprehensive job review for Maggi Wentler, as well as a wage adjustment to Grade 18, Step 5 at $49.01 to include retroactive pay from the date of July 21, 2025. Seconded by Council member Froehle. Motion passed unanimously by roll call vote.

F. Organization Assessment Review Discussion

The council discussed the organizational assessment prepared by Keith Hiller. The Mayor noted that while they had received a privileged and confidential memo from the labor attorney regarding the assessment, there were limitations on what could be discussed in an open meeting.

She suggested that the final hour of their upcoming strategic planning session on September 18th could be designated as a closed session to discuss the assessment in detail. Keith Hiller noted that certain general aspects of the assessment could be discussed publicly, such as the need for internal and external communications, strategic planning, code of conduct, accountability, comprehensive plan review, positive work culture, and organizational structure.

Council members Froehle and Zahn expressed frustration about not being able to discuss the full assessment, noting concerns about transparency and the value provided to the city, staff, and residents. They requested a special meeting specifically to review the assessment.

After considerable discussion about meeting formats and timing, the council agreed to add a closed session to the end of their September 16th regular council meeting to discuss the assessment in its entirety. Keith and Maggi would work with the labor attorney to ensure the agenda item was properly worded to allow for a closed session discussion.

Council member Froehle also suggested that key elements from the assessment could be shared with the public during the scheduled town hall on September 30th.

G. Adjourn

Mayor Carnahan moved to adjourn. Seconded by Council member Froehle. Motion passed unanimously. Meeting adjourned 10:51 A.M.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – REGULAR COUNCIL MEETING
TUESDAY, SEPTEMBER 16, 2025
7:00 P.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: Bill Westerberg, City Engineer
Members absent: none.
City staff present: Maggi Wentler, Interim City Administrator; Tom Blomer, Public Works; Steven Timblin, Planning & Zoning; Todd Szymanski, Police Chief; Dustin Hines, PD; Terry Wallin, Pickle Manager; Brian Farrell, Spirits Manager; Amber Moon Peterson, Parks & Rec.
Audience members: 25 members of the public were present.

A. Call to Order

Mayor Jennifer Carnahan called the regular meeting of the City of Nisswa City Council to order on Tuesday, September 16, 2025, at 7:00 PM.

1. Pledge of Allegiance

The Pledge of Allegiance was recited, followed by a moment of silence to honor Charlie Kirk regarding events in Utah.

B. Approve Agenda

Motion by Council Member Froehle, seconded by Council Member Zahn to approve the agenda. Motion carried unanimously.

C. Consent Calendar

Mayor Carnahan explained to the public that all matters listed on the consent calendar are considered routine by the Council and would be enacted by one motion without separate discussion unless good cause was shown.

1. Fire Department Report – August 2025
2. Parks and Recreation Report – September 2025
3. Pickle Report – August 2025
4. Spirits Report – August 2025
5. Police Report – August 2025
6. Public Works Department Report – September 2025
7. Planning & Zoning Report – September 2025
8. Personnel Updates – September 2025
9. Presentation of Claims – Check register #155745-155907; totaling $1,090,665.15
10. Special Event Permit Application – A&W – September 20, 2025

Motion by Council Member Froehle, seconded by Council Member Hall to approve the consent calendar. Motion carried unanimously.

D. OPEN FORUM

1. Public Comment

Melissa Lynn Straight from Crosby addressed the Council regarding government spending, taxation, and burdensome ordinances. She expressed support for the Mayor and her actions to reduce government spending and overreach. She urged elected officials to work as a team, leaving personal differences aside for the benefit of the community.

Dave Winkelman from Winkelman Solar Developers presented information about a solar panel grant program for public buildings. He explained that $14 million in grants is available, with 70% of costs covered by the grant and the remaining 30% covered by direct pay tax credits. Mr. Winkelman suggested the wastewater treatment facility as an ideal location for a 40-kilowatt solar array, which could save approximately $500 monthly on electricity costs. He noted the deadline for applications is November 14th, and his company would assist with the application process at no upfront cost.

E. REPORTS

1. City Attorney

City Attorney Tom Pearson arrived late to the meeting and had no separate report beyond the items on the agenda.

2. City Engineer

Bill reported on several projects:

- Gull Lake Trail Phase 4B construction administration
- Nisswa Lake Park bathroom facility design and trail extension
- City Hall Street and Church Street preliminary layout plans
- 2026 Street Project cost estimates and easement information

He presented detailed cost estimates for the 2026-2027 street improvement projects, explaining that Upper Roy Lake Road had been moved from the 2026 to the 2027 project timeline to reduce costs. The estimated total for the 2026 street projects is now $4,450,000, which includes contingency, overhead, and easement costs.

Bill also reviewed the easement requirements, noting that 23 easements over 28 parcels would be needed, with 8 being temporary easements. He explained the schedule for completing plans and specifications, meeting with residents in November, and proceeding with approval processes for bidding.

Several residents had questions about specific roads, including Dale Goodhue who asked about East and West Linden Boulevard, and Bob Fier who inquired about the types of easements needed.

F. OLD BUSINESS

1. Review Special Event & Street Use Permits

Staff reported they would be meeting in the next few weeks to review and provide recommendations to the Council at the October meeting, focusing on fee amounts and advance notice requirements.

2. Roy's Landing Resolution

Steven presented a resolution drafted by the City Attorney to adopt the topographic divide determination that was discussed at the previous regular meeting. He explained that the resolution includes a proposed topographic divide line description that any professional surveyor can use, ensuring it can be followed in perpetuity. The next step would be to send it to the DNR for acceptance.

Motion by Council Member Hall to adopt the Roy's Landing resolution as presented by the City Attorney, seconded by Council Member Hall. Motion carried unanimously.

G. NEW BUSINESS

1. Swearing in a Police Officer Dustin Hines

Mayor Carnahan administered the oath of office to Officer Dustin Hines as he was sworn in as a police officer for the City of Nisswa.

2. Change Minnesota State Flag

Craig Swanson of Nisswa Harbor Drive, Roy Lake, addressed the Council regarding his concerns about the new Minnesota state flag. He stated he had lived in Nisswa for 13 years and expressed his opinion that the new flag represents values he disagrees with. He requested that the city not display the new flag.

Motion by Council Member Zahn to accept the change in the Minnesota state flag and to accept the donation resolution from Bob Fier for the Minnesota state flag, seconded by Council Member London. Motion carried unanimously.

3. Rescind and Remotion Finance Specialist Pay Consideration

Council Member Zahn explained that the previous motion approved at the August 28, 2025 meeting regarding Maggi Wentler's job review and wage adjustment had been deemed improper by the city's labor attorney, requiring it to be rescinded and a new motion made.

Motion by Council Member Zahn to rescind the following motion approved by the City Council at its August 28, 2025 meeting in its entirety: "City Council proceed with a comprehensive job review for Maggi Wentler as well as a wage adjustment to grade 18 step 5 at $49.01 to include also retroactive pay from the date of July 21st," seconded by Council Member Hall. Motion carried unanimously.

Council Member Zahn then explained that Ms. Wentler has been fulfilling multiple roles, including financial specialist, clerk duties, and potentially interim city administrator duties. He proposed a new temporary pay differential to account for all three roles.

Motion by Council Member Zahn that Finance Specialist Maggi Wentler be paid a temporary pay differential of $56.73 per hour effective July 21, 2025, with the differential from the prior motion already having been paid for the retroactive back pay, but for the back pay for the interim city administrator portion to September 4, until the earlier of the following: she is no longer assigned to perform duties and responsibilities that have resulted in material change in the nature, extent, and frequency of her job duties and responsibilities, or the job description, job evaluation, system

points, and pay grade are adjusted for her job classifications if at all, seconded by Mayor Carnahan. Motion carried unanimously.

4. Interim City Administrator

a. Appoint Interim City Administrator

Mayor Carnahan noted that the previous interim city administrator's last day was September 4, 2025, and the council needed to appoint a new interim administrator.

Motion by Mayor Carnahan to assign Finance Specialist Maggi Wentler some of the duties and responsibilities of city administrator on an interim basis effective September 4, 2025, seconded by Council Member Hall. Motion carried unanimously.

b. Future Interim City Administrator

The Council discussed whether to search for another interim administrator or have Ms. Wentler continue in the role until a permanent administrator is hired.

Council Member Froehle stated he wanted to move forward with looking for a permanent city administrator position.

Council Member London expressed that Maggi has been a loyal employee who does an excellent job and has been wearing many hats. He stated he would keep her in the position permanently if it were his decision.

Council Member Zahn asked Ms. Wentler if she would be comfortable maintaining the interim position until a full-time administrator is found and suggested bringing on a deputy clerk to help with her workload. Ms. Wentler agreed that filling another position before finding an administrator would be beneficial due to the timeline of hiring a search firm, posting positions, and conducting interviews.

The Council agreed to discuss the matter further at their upcoming retreat on Thursday.

5. Approve City Administrator Search Firm

Mayor Carnahan reported that Maggi had secured a $15,000 grant from Sourcewell for the search firm. The Council had previously discussed using South Central Service Cooperative (SCSC) as the search firm.

Motion by Council Member Zahn to approve the city administrative search firm, South Central Service Cooperative, for the amount of $14,500 under the utilization of the $15,000 grant, seconded by Council Member Hall. Motion carried unanimously.

6. Notice of Desire to Negotiate Clerical Union & Supervisors Union Contracts

Mayor Carnahan reported that she and Council Member Hall, as personnel liaisons, had begun working with the labor attorney in April or May and had already had an initial full-day work session. Maggi noted that she had received notice from the Teamsters, which would be the third union negotiation as all three union contracts are due at the end of the year.

Motion by Council Member Zahn to accept the notice of desire to negotiate clerical union and supervisors union contracts as discussed, seconded by Council Member Hall. Motion carried unanimously.

7. Pay Application No. 4 for the Gull Lake Trail

Amber presented Pay Application No. 4 for the Gull Lake Trail project. She explained that work had been at a standstill for most of August but had resumed recently. The contractor still anticipates meeting the substantial completion date of October 15, with final completion due by June 1, 2026.

Motion by Council Member Zahn to accept application number 4 for the Gull Lake Trail project in the amount of $50,792.85, seconded by Council Member Hall. Motion carried unanimously.

8. Change Order No. 5 for the Gull Lake Trail

Amber explained that Change Order No. 5 was for grading and curbing/gutter corrections. Bill clarified that Widseth is accepting responsibility for the cost of this change order and will reimburse the city.

Motion by Council Member Zahn to accept change order number 5 for the Gull Lake Trail project in the amount of $35,004.22 with the understanding that Widseth has accepted the responsibility for the cost of this change order and will be reimbursing it to the City of Nisswa, seconded by Council Member Hall. Motion carried unanimously.

9. Parks Request for Council Action – Cooperative Agreement Amendment

Amber requested authorization to execute an amendment to the agreement with the DNR for access to Nisswa Lake Park. The amendment extends the terms of the agreement to satisfy the grant's land retention requirement.

Motion by Council Member Hall to accept the agreement with the state of Minnesota for the access to the park, seconded by Council Member Froehle. Motion carried unanimously.

10. Pay Application No. 5 for City Hall Remodel

Tom presented Pay Application No. 5 for HiTech and Gordian for work completed through August 28, 2025, in the amount of $25,819.99. He noted that barring any change orders, which he does not anticipate, the remaining amount to finish the project is $33,732.03.

Motion by Council Member Hall to accept the pay application as presented, seconded by Council Member London. Motion carried unanimously.

11. Ordinance Amendment – Chapter 2 – Regular City Council Meeting Start Time

Maggi explained that changing the meeting start time from 7 PM to 6 PM requires amending an ordinance, which necessitates a public hearing. Due to staff changes, the public hearing was not posted in time for the September meeting. She recommended posting for the public hearing at the October meeting, which would allow the time change to take effect in November.

The Council agreed to proceed with this plan.

12. Planning & Zoning - Development Agreement – Thomas Allen Homes

Steven presented a second amendment to the developer agreement for Nisswa Crossings. He explained that the previous letter of credit is expiring, and the developer is renewing it through their financial institution. The amendment renews the agreement between the developer and the city, acknowledging the letter of credit and the remaining infrastructure work.

Motion by Council Member Hall to accept the developer agreement as presented, seconded by Council Member . Motion carried unanimously.

13. Planning & Zoning - Chapter 20 Ordinance Revision

Steven presented an ordinance review from Chris Pence comparing Crow Wing County's land use and development ordinances with the City of Nisswa's. The planning commission had provided supportive feedback at their September meeting.

Motion by Council Member Zahn to accept Chapter 20 ordinance revisions as presented, seconded by Council Member Hall. Motion carried unanimously.

14. Planning & Zoning – Planning Commission/Board of Adjustment Member

a. Accept Resignation of Danny Mendel

Steven reported that Danny Mendel had submitted his resignation from the Planning Commission and Board of Adjustment.

Motion by Council Member Froehle to accept the resignation as presented, seconded by Council Member Zahn. Motion carried unanimously.

b. Post Vacancy for Planning Commission/Board of Adjustment Seat

Motion by Council Member Froehle to post vacancy for Planning Commission/Board of Adjustment seat, seconded by Council Member Zahn. Motion carried unanimously.

15. Police – Resolution for 2026 Budgeted Squad Order

Chief Szymanski requested permission to purchase a 2026 squad car. The state bid from 1044 from St. Cloud is $45,917.44. He explained that the squad being replaced is currently out of commission, and they are waiting for an estimate to determine if it's worth fixing. He wants to get the process started so they don't fall behind with squad cars again.

Motion by Council Member London to purchase the squad car for the 2026 budget, seconded by Council Member Zahn. Motion carried unanimously.

16. Police – Approve Recommendation to Hire Police Officer

Chief Szymanski reported that a conditional job offer had been made to Lucas, who currently works for the Sheriff's Office with boat and water, court security, and other recreational positions. The offer is for

grade 11, step 1 of the 2025 Teamsters contract, pending successful completion of a background check, medical exam, psychological exam, and Council approval.

Motion by Council Member London to hire the new police officer, seconded by Council Member Zahn. Motion carried unanimously.

The Chief confirmed this would bring the department back to full staffing.

17. Public Works Request for Council Action - Lift Station Pump Replacement and Repairs

Tom requested approval for a new 20 horsepower pump for lift station number 3 at a cost of $36,254. He explained that rebuilding the existing pump would cost nearly $29,000, so replacement is more cost-effective. The funds would come from the sewer department budget's lift station replacement fund.

Motion by Council Member Hall to accept the recommendation from Tom to repair lift station number 3 pump, seconded by Council Member London. Motion carried unanimously.

18. Organizational Assessment Report Discussion

Mayor Carnahan shared her thoughts on the organizational assessment report that the Council had voted to commission earlier in the summer. She expressed that the report fell short in many areas, including:

- Lack of clear strategic recommendations
- Absence of multiple pathways with pros and cons for each
- No budgetary impact analysis
- Missing implementation timelines and roadmaps
- No benchmarking against peer organizations
- Lack of measurable performance metrics

City Attorney Tom Pearson advised the Council that employee comments about other employees in the report are private data and cannot be discussed specifically, though outcomes listed in the report can be discussed generally. Comments about elected officials can be discussed publicly.

Council Member Hall agreed with the Mayor's assessment, stating the report fell short of expectations and didn't offer much organizational guidance for moving forward. He expressed commitment to finding the right people to fit Nisswa's unique character.

Council Member Zahn acknowledged the report's shortcomings but suggested taking what good could be found in it to determine the city's governmental structure, particularly regarding filling additional positions.

Council Member London stated they should move forward in the best interest of the city and work together.

Council Member Froehle agreed there were good ideas in the report and emphasized his willingness to work with anyone for the benefit of the residents.

The Council expressed unified desire to move forward in a positive direction.

H. COUNCIL/LIAISON REPORTS

1. Mayor

Mayor Carnahan expressed that it has been an honor and privilege to serve as Mayor for the past 8.5 months, working alongside council members, staff, business leaders, and residents. She stated that the most positive part of her experience has been getting to know people and understanding what issues matter to them. She acknowledged that despite some challenges with staff turnover, the council is committed to moving forward positively and putting residents' voices first.

2. Council Members

Council Member Froehle had nothing to report. Council Member London had nothing to report. Council Member Zahn had nothing to report. Council Member Hall mentioned the upcoming pancake breakfast to support the fire department at A&W and the barbecue rib cook-off at the Pickle.

I. ANNOUNCEMENTS & UPCOMING MEETING DATES

Mayor Carnahan announced the following upcoming meetings:

1. September 18, 2025 - City Council Retreat Special Meeting 8AM - 4:30PM at the Community Center
2. September 24, 2025 - Public Works Committee Meeting 5:00PM
3. September 30, 2025 - City Council Fall Town Hall, Community Center 5:00PM
4. October 2, 2025 - Parks Commission Meeting 5:00PM
5. October 7, 2025 - Planning Commission Meeting 6:00PM
6. October 21, 2025 - Regular City Council Meeting 7:00PM

J. ADJOURN

Motion to adjourn by Council Member Zahn, seconded by Council Member Hall. Motion carried unanimously. The meeting was adjourned at 8:14 P.M.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – CITY COUNCIL WORKSHOP
TUESDAY, SEPTEMBER 16, 2025
5:00 P.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: none.
Members absent: none.
City staff present: Maggi Wentler, Interim Administrator; Tom Blomer, Public Works; Steven Timblin, Planning & Zoning; Amber Moon Peterson, Parks & Rec; Todd Szymanski, Police Chief; Terry Wallin, Pickle Manager; Brian Farrell, Spirits Manager.

A. Call to Order

The City of Nisswa Budget Workshop was called to order at 5:01 PM.

B. 2026 Preliminary Budget

Maggi presented new budget items for consideration in the 2026 budget. She noted that department heads had been reserved in their budgeting given the Council's desire to maintain a lower levy increase.

New Budget Items

The following new items were presented:

1. **Paid Family Leave**: A new state requirement with a premium of 0.88%, totaling approximately $13,700 for general fund employees (not including Pickle, Spirits, and Wastewater departments). The city is required to pay at least half of this premium, but could choose to cover the full amount. The presented figure represented the worst-case scenario of the city covering the full cost.
2. **Union Contracts**: Three union contracts will expire at the end of this year, creating an unknown budget impact pending negotiations.
3. **ClerkMinutes Software**: A proposed AI-based minutes transcription service costing $1,200 annually, which would allow for 5 monthly meetings and 3 boards/departments. Maggi reported having spoken with other cities that use the service, who described it as a "lifesaver" that reduced minutes preparation time to about 5 minutes. The Council agreed to allow Maggi to proceed with a 30-day trial and potentially implement the service this year within her spending authority.
4. **Building Code and Planning Certifications**: City Planner Steven explained the city will need to adopt the building code once population reaches 2,500 (currently at 2,300). He proposed training for Building Official Limited certification and AICP (planning) certification to prepare for this eventuality, noting these were in the "desirable" classification of his job description. He clarified the city could contract these services initially but would still need knowledgeable staff to administer the contracts.
5. **Flock Camera Systems**: Police Chief Todd presented a proposal to add two license plate reading cameras at a cost of $8,500 including installation, with ongoing annual subscription costs of $6,000 ($3,000 per camera). These cameras would scan for stolen vehicles, wanted persons, and assist with investigations. The cameras could be placed within highway right-of-way with DOT permission, but specific locations would need to be determined with input from Flock analysts.
6. **Warning Siren Coverage**: Jesse Zahn raised concerns about coverage gaps in the warning siren system, particularly for residents south of Nisswa along the 371 corridor who report being unable

to hear current sirens. The Police Chief indicated he was still waiting to hear from Federal Signal regarding site inspections for potential new siren locations.

Budget Summary

Maggi presented a comparison between the 2025 and proposed 2026 budgets, noting:

- The new items would increase the levy by just over 1%
- The current proposed levy increase sits at 6.04%
- This figure does not include the 2026 road bond, which will be discussed further at the Thursday retreat meeting
- Election costs of approximately $6,700 will be added to the 2026 budget

Road Bond Discussion

Tom (Public Works Director) explained that:

- Current road bond plans are estimated at about $5 million
- A potential second bond for 2027 would also be approximately $5 million
- Upper Roy Lake Road has been pushed to the 2027 bonding plan in current estimates
- Options to control costs include eliminating roads, pushing projects back, or limiting work on each road
- Special assessments remain an option to help keep levy costs down, though this would be controversial

Mayor Carnahan expressed concern about the potential for a double-digit levy increase once road bonds are factored in, with multiple members noting the impact on residents, particularly those on fixed incomes. The Council agreed to continue budget discussions at Thursday's retreat meeting before making decisions on cuts or additions.

Maggi reminded the Council that the preliminary levy must be approved and submitted to the county by September 30th and suggested continuing Thursday's meeting to early the following week (September 22-24) to finalize the preliminary levy.

C. Adjourn

Motion to adjourn made by Council Member Froehle, seconded by Council Member Hall. Motion carried with all voting in favor. The meeting adjourned at 5:30 P.M.

The regular Council meeting was announced to begin at 7:00 PM, not 6:00 PM.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – CITY COUNCIL SPECIAL MEETING
CONTINUATION OF RETREAT SPECIAL MEETING FROM SEPTEMBER 18, 2025
TUESDAY, SEPTEMBER 23, 2025
4:00 P.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: none.
Members absent: none.
City staff present: Maggi Wentler, Interim City Administrator; Tom Blomer, Public Works; Steven Timblin, Planning & Zoning; Todd Szymanski, Police Chief.
Audience members: 4 members of the public were present.

A. Call to Order

Mayor Jennifer Carnahan called the continuation of the City of Nisswa retreat special meeting to order at 4:00 PM on September 23, 2025, at Nisswa City Hall.

B. Organization Structure Admin/Clerk/Finance Department

Mayor Carnahan presented two potential organizational structures for the city. The first structure, which was discussed at the previous retreat meeting, showed the Council at the top with both a City Admin/Clerk and a Director of Finance/Treasurer reporting directly to the Council. Department heads would report to the Admin/Clerk, and HR would be handled by an outside firm.

Mayor Carnahan then presented an alternative structure with residents at the top, followed by the Council, with both a City Clerk and a Finance Director reporting directly to the Council. In this structure, department heads would report to the Council, and HR would be handled internally by the Clerk. Council Member Froehle, who was absent from the previous meeting, questioned why the Finance Director would report directly to the Council rather than to the Admin/Clerk. Mayor Carnahan and other council members explained this was to provide checks and balances, ensure financial decisions weren't driven by one person, and give the Council more direct exposure to financial matters.

Regarding outsourcing HR, Council Member Zahn explained it would provide independence for HR functions, particularly when handling conflicts or issues involving department heads or administrators. This approach would allow employees to have an unbiased avenue for reporting concerns.

Maggi, a long-time city employee, shared her perspective on how the city functioned under the clerk system versus the administrator system. She noted that staff worked better together with more communication under the clerk system. She expressed concerns about finding administrators, as they are currently difficult to recruit.

Tom Blomer, Public Works Director, commented that having fewer layers of management would reduce complexity and costs. He noted the city has functioned for six months without an administrator, and department heads are qualified to run their departments effectively. Tom also emphasized the value of the council liaison system where council members could interact directly with department heads.

Council members discussed the merits of both systems, with some preferring the administrator structure for its professional management and others favoring the clerk system for its direct communication between council and staff. The council agreed to continue this discussion at a future meeting.

The Council directed Maggi to prepare a job description for the Deputy Clerk position, recognizing the immediate need for additional administrative support.

Council Member Hall moved to direct staff to develop a job description for the Deputy Clerk position, seconded by Council Member London. Motion carried unanimously.

The Council agreed to schedule a continuation meeting for Wednesday, October 8, 2025, at 8:30 AM to review and consider the Deputy Clerk job description.

Motion: Council Member Zahn moved to continue the retreat special meeting to Wednesday, October 8, 2025, at 8:30 AM to review the Deputy Clerk job description, seconded by Mayor Carnahan. Motion carried unanimously.

C. Liquor Committee / Public Works Committee / Personnel Committee / Department Liaisons

Council Member Zahn summarized the previous meeting's discussion about committees. The council expressed a desire to maintain the Liquor Committee and to redesign the Public Works Committee to include two council members, the Public Works Director, planning and zoning representation, the engineer, and two outside seats.

For the Personnel Committee, Mayor Carnahan shared input from other mayors about how their personnel committees function, typically handling union negotiations, employee interviews, and salary recommendations. The Council agreed that Mayor Carnahan and Council Member Hall would draft a framework for the Personnel Committee's roles and responsibilities to be presented at the October council meeting.

Council Member Zahn mentioned that the Employee Retention Committee responsibilities from last year needed attention. Maggi explained she had been in contact with Council Member Zahn about coordinating employee recognition. Mayor Carnahan, Maggi, and the Personnel Committee liaisons would work together to gather nominations for employee recognition by October 10th and plan a celebration event for December.

D. 2026 Road Bond Appraisal

The Council noted that Tom Pearson was not available to present the road bond appraisal information. The Council agreed to continue this item to Tuesday, September 30, 2025, at 8:00 AM.

Council Member Hall moved to continue the 2026 Road Bond Appraisal agenda item to Tuesday, September 30, 2025, at 8:00 AM, seconded by Council Member London. Motion carried unanimously.

E. 2026 Preliminary Budget

Mayor Carnahan presented a worksheet with potential budget savings to reduce the preliminary levy from the proposed 6.04% increase. Her suggestions included organizational restructuring savings of approximately $40,000, eliminating capital reserves in planning and zoning ($5,900), and in parks and community center ($85,000), potentially reducing the levy to under 1%.

The Council discussed various budget items:

1. Attorney fees: The Council agreed to reduce the budget from $50,000 to $40,000, a savings of $10,000.
2. Flock cameras for the Police Department: Police Chief Todd explained these cameras ($8,500 total for two cameras including first-year subscription) were not required but would benefit the community. Council Member Hall suggested there might be interest in the community for supporting this through donations.
3. Planning and Zoning capital reserves: The Council supported eliminating the $5,900 allocation for 2026, as current projects like housing studies and comprehensive plan updates should be paused until the city determines how an Economic Development Authority might influence these priorities.
4. Parks and Community Center capital reserves: Mayor Carnahan noted there were already substantial reserves ($208,000 for parks and $150,000 for the community center) and suggested pausing contributions while exploring other funding pathways.
5. IT and security upgrades: Maggi reported receiving information about necessary server replacements and security upgrades estimated at $50,000, which the Council might need to fund from reserves.

Council Member Zahn proposed transferring $500,000 from the Spirits Fund (with a current balance of $1,186,000) to the parks project to kickstart improvements, particularly for playground replacement which could cost $200,000-$300,000.

After extensive discussion about levy responsibilities and concerns for taxpayer burden, the Council voted on the preliminary levy.

Council Member London moved to set the preliminary levy at 6.04%, seconded by Council Member Hall. Motion carried with Mayor Carnahan and Council Member Froehle voting nay.

F. Adjourn

Mayor Carnahan reminded everyone about the upcoming Fall Town Hall meeting scheduled for Tuesday, September 30, from 5:00 to 7:00 PM at the Community Center.

Council Member Zahn moved to adjourn, seconded by Council Member London. Motion carried unanimously. The meeting adjourned at 5:51 P.M.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – CITY COUNCIL SPECIAL MEETING
TUESDAY, SEPTEMBER 30, 2025
8:00 A.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: Bill Westerberg, City Engineer
Members absent: none.
City staff present: Maggi Wentler, Interim City Administrator; Tom Blomer, Public Works.
Audience members: __ members of the public were present.

A. Call to Order

Mayor Jennifer Carnahan called the City Council Special Meeting to order on Tuesday, September 30, 2025, at 8:00 AM. The Agenda will be adjusted to move the Solar Project and Grant discussion ahead of the 2026 Road Bond Appraisal.

B. Solar Project and Grant

Dave Winkelman from Winkelman Solar Developers and Laurie Prem from Remington Grant Writing Service presented information about a potential solar project for the City of Nisswa. They recommended installing a solar array at the wastewater treatment facility.

Mr. Winkelman explained that the State of Minnesota had recently opened up the Solar on Public Buildings grant program, which was previously limited to schools. The grant would cover 70% of the cost (up to $112,000) for a 40-kilowatt system, which could power approximately four average homes. An additional 30% could be covered through federal direct pay provisions through the Inflation Reduction Act, potentially making the project 100% funded through grants.

Ms. Prem provided details about the grant application process, noting the November 14th deadline and explaining that submitting earlier would be beneficial. She mentioned that grant writing fees of approximately $5,000 could potentially be covered by other grants such as the League of Minnesota Cities' Grant Navigator program.

Public Works Director Tom Blomer expressed concerns about the project, noting that he had consulted with the City Attorney who recommended slowing down on this project. Mr. Blomer pointed out several issues:

- The city has nothing budgeted for this project
- The short timeframe does not allow for proper vetting
- There are risks that the project might not be fully funded by grants
- The location on the wastewater treatment facility raised concerns as panels could not be placed on the dike of the sewer ponds

Councilmember London expressed opposition to the project, citing environmental concerns about materials used in solar panel manufacturing. Councilmember Zahn questioned when the grant window had opened (August 2025) and whether it might be available again next year.

Mr. Winkelman cautioned that federal incentives for solar were being reduced, making it unlikely that similar opportunities would be available in the future.

The council did not make a motion to move forward with the solar project, effectively declining the opportunity based on timing constraints, budgetary concerns, and the need for public feedback.

C. 2026 Road Bond Appraisal

City Attorney Tom Pearson presented information regarding the engagement of Melinda Johanneck to conduct appraisals for the 2026 Road Bond project. The discussion centered on potential costs and concerns about high valuation properties, particularly those on lake frontage.

Public Works Director Tom Blomer explained that certain roads in the project, particularly Old Government Trail, Hole in the Day, and Edna Lake Road, might involve significant damage estimates due to lakefront properties with expensive landscaping and other features. The appraisals could potentially approach six figures in cost.

The council discussed alternatives, including:

- Using prescriptive easements rather than acquiring new right-of-way for low-traffic roads with high property values
- Modifying the scope of work to simply resurface roads rather than improving drainage in some areas
- Potentially turning some roads over to private ownership

Tom Blomer suggested reviewing the road list to determine which roads should proceed with the original plan for right-of-way acquisition and which should be limited to repaving within the existing footprint.

Councilmember Zahn moved to authorize the engagement of Johanneck Appraisals at the recommendation of the City Attorney. Councilmember Hall seconded the motion. Motion carried unanimously.

Councilmember Zahn moved to continue the agenda item regarding 2026 Road Bond Appraisals to the Wednesday, October 8, 2025, special meeting scheduled at 8:30 AM. Councilmember Hall seconded the motion. Motion carried unanimously.

D. Adjourn

Councilmember Hall moved to adjourn. Second by Councilmember Froehle. Motion carried unanimously. The meeting was adjourned at 8:46 A.M.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – CITY COUNCIL SPECIAL MEETING
CONTINUATION OF
RETREAT SPECIAL MEETING SEPTEMBER 18, 23, and 30, 2025
WEDNESDAY, OCTOBER 8, 2025
8:30 A.M. – NISSWA CITY HALL

Members present: Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: Bill Westerberg, City Engineer; Tom Pearson, City Attorney.
Members absent: Jennifer Carnahan.
City staff present: Maggi Wentler, Interim City Administrator; Tom Blomer, Public Works.
Audience members: 7 members of the public were present.

A. Call to Order

The City Council meeting was called to order by Councilmember Joe Hall on Wednesday, October 8, 2025, at 8:30 AM. This special meeting was a continuation of the previous meeting from September 30th.

B. 2026 Road Bond Appraisal

The Council briefly discussed the 2026 Road Bond appraisal, which had been previously discussed at the last meeting but was waiting on finalized numbers. Maggi inquired whether the lift station needed to be approved at a different meeting since it wasn't specifically a continuation item. Tom clarified that it was all part of the appraisal piece that had been included in the range Melinda suggested at the previous meeting. After their meeting last week, she was able to further refine the numbers, which is why they now had two specific figures to review.

Council Member Hall asked if they should clarify the motion to include both the road bond appraisals and the lift station. There was agreement to include both items in the motion.

Motion by Councilmember London to accept the road bond appraisal and lift station appraisal. Seconded by Councilmember Froehle. Motion carried unanimously.

C. Organization Structure Admin/Clerk/Finance Department

Maggi presented a proposed job description for the Deputy Clerk position. She explained that she had taken the previous Deputy City Clerk position description and updated it with information from four or five other cities' deputy clerk positions to fine-tune the duties. She attempted to maintain flexibility in the description, not knowing what the final organizational structure would be.

Maggi noted that one item was highlighted in the document regarding who the position would report to. She suggested it could remain as "Administrator Treasurer" since that is the current title, though some other cities' job descriptions had the deputy clerk reporting to both the administrator and finance director. However, since that position has not been created yet, she left it highlighted for discussion. The Council agreed to keep the current structure in place with the position reporting to the City Administrator Treasurer until a new structure is established.

Maggi also addressed the pay scale, noting that the previous Deputy City Clerk position was a grade 8, while an Administrative Assistant position had been a grade 6. She had been in contact with their wage study consultant who would need a couple of days after job description approval to determine where the

position would fit within their pay scale, likely between grades 6 and 8. Once finalized, she could proceed with posting the position.

Maggi indicated that once the position is approved and graded, she hoped to have interviews by the end of November. She would work with staff and possibly council members on forming an interview board.

The discussion about the broader organizational structure was postponed since the Mayor and Councilmember Zahn were absent. The Council agreed to address this topic at the upcoming workshop scheduled before the October Council meeting. They also agreed to include discussion of the personnel policy review at that workshop.

Motion by Councilmember London to accept the job description for the Deputy Clerk. Seconded by Councilmember Froehle. Motion carried unanimously.

D. Adjourn

Motion by Councilmember London to adjourn the meeting. Seconded by Councilmember Froehle. Motion carried unanimously. Motion adjourned at 8:40 A.M.

Respectfully Submitted,

Councilmember Joe Hall, Acting Chair	Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – REGULAR COUNCIL MEETING
TUESDAY, OCTOBER 21, 2025
7:00 P.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: Bill Westerberg, City Engineer and Dave Reese, City Engineer, Tom Pearson, City Attorney.
Members absent: none.
City staff present: Maggi Wentler, Interim City Administrator; Tom Blomer, Public Works; Todd Szymanski, Police Chief; Amber Moon Peterson, Parks & Rec.
Attendance by Zoom: Brandon Fitzsimmons, Labor Attorney.
Audience members: 15 members of the public were present.

A. Call to Order

Mayor Carnahan called the regular City Council meeting to order at 7:01 PM on Tuesday, October 21, 2025.

1. Pledge of Allegiance

The Pledge of Allegiance was recited.

B. Approve Agenda

Mayor Carnahan requested three additions to the agenda under Old Business: (1) discussion about temporary assignment of duties and responsibilities of the city administrator role on an interim basis, per a memo from the city's labor attorney; (2) hiring process for the deputy clerk position; and (3) employee appreciation event. The current item under Old Business would be moved to item 4.

Council Member Zahn moved to approve the amended agenda as presented. Council Member Joe Hall seconded the motion. Motion carried unanimously.

C. Consent Calendar

1. Fire Department Report – September 2025
2. Parks and Recreation Report – October 2025
3. Pickle Report – September 2025
4. Spirits Report – September 2025
5. Police Report – October 2025
6. Public Works Department Report – October 2025
7. Planning & Zoning Report – October 2025
8. Personnel Updates – October 2025
9. Presentation of Claims – Check register #155908-156031; totaling $486,959.99
10. Street Use Permit-After the Fact-Big Axe – October 18, 2025
11. Special Event Permit Application - After the Fact – Navigate North Group – October 2, 2025
12. Special Event Permit Application - After the Fact – A&W – October 18, 2025
13. Special Event Permit Application – Grand View Lodge – November 22, 2025
14. LG220 Application – The Outreach Program – May 25, 2026
15. Donation Resolution – Community Center – Nisswa Lions

16. Donation Resolution – Fire – Nisswa Lions

Council Member Zahn moved to approve the consent calendar as presented. Council Member Froehle seconded the motion. Motion carried unanimously.

D. Open Forum

There were no comments from the public.

E. Reports

1. City Attorney

City Attorney Tom Pearson reported that the city's data practices policy needed a small amendment to update the responsible authority position, data practices compliance official section, and designees section on page 4, as these currently referenced former staff.

Council Member Zahn moved to accept the data practice policy changes as presented by the City Attorney. Council Member Mark Froehle seconded the motion. Motion carried unanimously.

2. City Engineer

City Engineer Dave provided an update on the 2026 street improvements, noting that street plans had been provided to Public Works Director Tom Blomer for review with public works at their next meeting. He also reported good progress on the Gull Lake Trail, with a punch list review conducted at their Monday progress meeting.

F. Public Hearing

Mayor Carnahan requested a motion to open the public hearing.

Council Member Zahn moved to open the public hearing for the ordinance amendment for Chapter 2. Council Member Froehle seconded the motion. Motion carried unanimously.

1. Ordinance Amendment – Chapter 2 – Regular City Council Meeting Start Time

Interim City Administrator Maggi Wentler explained that this ordinance amendment would change the regular council meeting start time from 7:00 PM to 6:00 PM. She noted that while council wanted to implement this in November, the Truth and Taxation meeting in December was already scheduled and published with the county for 6:00 PM, so that meeting time could not be changed.

Council Member Zahn moved to adopt the ordinance amendment to Chapter 2 regarding the amendment to the regular start time of the regular city council meetings within the city of Nisswa, with implementation to begin in January 2026. Council Member London seconded the motion. Motion carried unanimously.

Council Member Zahn moved to publish the summary of the ordinance amendment to Chapter 2. Council Member Hall seconded the motion. Motion carried unanimously.

2. Ordinance Amendment – Chapter 28 – Regarding Mandatory Sewer Connections

Interim City Administrator Wentler explained that this amendment would adjust the connection distance for commercial structures for mandatory sewer hookups.

Council Member Zahn clarified that this amendment was discussed at the last Public Works meeting, noting that the current distance for commercial properties was 1,000 feet while residential was 500 feet. The Public Works committee recommended reducing the commercial distance to match residential at 500 feet.

Council Member London asked how many businesses this might affect. Council Member Zahn explained it would only apply to future applications, not existing properties. Council Member London further clarified that commercial properties on septic within the 500-foot distance would need to hook up to city sewer once their existing septic system failed.

Council Member Zahn moved to amend ordinance Chapter 28 in regards to the mandatory sewer connection hookup for commercial properties within the city of Nisswa as presented. Council Member London seconded the motion. Motion carried unanimously.

Council Member Zahn moved to publish the summary of the amendment. Council Member Hall seconded the motion. Motion carried unanimously.

Council Member Zahn moved to close the public hearing. Council Member Hall seconded the motion. Motion carried unanimously.

G. Old Business

1. Temporary Assignment of Duties and Responsibilities of the Administrator

Labor Attorney Brandon joined via Zoom and explained that at the October 8th meeting, the council had approved a motion to "assign Maggi some of the duties of the city administrator role on an interim basis effective September 4th." The motion lacked clarity about which specific duties Finance Specialist Wentler would perform.

Brandon recommended that council rescind the prior motion and approve a new motion that clearly specifies the duties and responsibilities that Finance Specialist Wentler would perform in an interim basis. He noted that the council supervises anyone performing city administrator duties.

Council Member Hall clarified that due to union negotiations and talks, they could not assign all administrator duties to Wentler. Council Member Zahn noted that hiring and firing of staff should remain at the council level.

Council Member Zahn moved to rescind the motion made on October 8th, 2025 regarding the duties assigned to Financial Specialist Maggi Wentler. Council Member London seconded the motion. Motion carried unanimously.

Council Member Zahn moved to assign the interim city administrator duties to Financial Specialist Maggi Wentler as presented with the currently adopted city administrator/treasurer position with the duties with the exception as follows: representing the city in labor negotiations as well as hiring

and firing of city staff. Council Member London seconded the motion. Motion carried unanimously.

2. Hiring Process for the Deputy Clerk Position

Brandon explained that according to city policy, while the hiring process may be coordinated by staff, the city council is responsible for the final hiring decision and must approve all hires. With the current administrative vacancy, council needed to decide who would manage the application review process.

After discussion, council determined that the personnel liaisons (Mayor Carnahan and Council Member Hall) along with Maggi Wentler would review applications and present the top three candidates to the full council for interviews. All council members would have access to see all applications upon request.

Council Member London moved that the personnel liaisons, Mayor Carnahan and Council Member Hall, along with Maggi Wentler, will do the filtering of the applications and bring forth the best three applicants to the full council for interviews, with all council members having access to see all applicants at their request. Council Member Zahn seconded the motion. Motion carried unanimously.

3. Employee Appreciation Event

Mayor Carnahan explained that she and Council Member Hall, as personnel liaisons, had investigated venues for the annual employee appreciation event as directed at the last meeting. She expressed concern about using $5,000 in taxpayer funds allocated in the budget for the event, suggesting council members might personally donate toward the costs.

The three venue options presented were: Catalyst at NatureLink on Clark Lake (approximately $45-50 per person plus a $500 venue fee), Grand View (around $32 per person, inclusive), and the Legion (about $22 per person with no venue fee).

Council Member Zahn noted that he had created this event last year and personally funded it to get it off the ground so it could be budgeted this year. He felt it was appropriate to use the budgeted funds to recognize employees for one night out of the year.

After discussion, council agreed to accept donations from council members who wished to contribute, with any remaining costs covered from the budgeted funds.

4. Review Special Event & Street Use Permits

Interim City Administrator Wentler presented staff recommendations to combine the special event and street use permit applications into one form with a $50 fee and a requirement that applications be submitted 60 days prior to the event.

Mayor Carnahan felt that creating a 60-day timeline was too restrictive and would add unnecessary bureaucracy. She cited examples like the Lions' pork-on-a-stick booth and A&W fundraisers for the fire department that had faced difficulties with the current permit process.

Council Member Hall explained that the permits originated about 15 years ago primarily to keep a food truck out of town, but had evolved over time. He noted that some businesses had received permits that were intended to be lifetime permits rather than annual.

Council Member Zahn and Council Member Froehle both acknowledged that certain events that close down streets would need more advance notice, but agreed that smaller events should have a streamlined process.

The council decided to table the discussion to allow for more community input and staff collaboration. They planned to revisit the issue in early 2026 after gathering feedback from community partners.

H. New Business

1. Coalition of Greater Minnesota Cities Presentation

Elizabeth Wefel from Flaherty and Hood presented an update on the Coalition of Greater Minnesota Cities. She highlighted three key issues affecting Nisswa from the past legislative session:

1. The state budget - While not currently in deficit, projections show a potential deficit in two years, which limited new spending initiatives.
2. The bonding bill - This finally passed, providing funds for drinking water and wastewater projects, as well as money for local roads, bridges, and economic development.
3. Housing and zoning mandates - The Coalition successfully stopped legislation that would have limited local control of zoning.

She noted that the legislative session would begin on February 17th and encouraged council members to contact their legislators about issues important to the city.

2. Fire - Relief Benefit Increase

Andy from the Fire Department explained they were requesting an increase to $6,900 per year served for the fire relief benefit, which would still maintain over 110% vested as discussed in previous years.

Council Member Froehle moved to increase the fire relief benefit as presented. Council Member Zahn seconded the motion. Motion carried by majority, with Council Member Froehle temporarily away during the vote.

3. Fire - Approve Hire of Fire Fighter Matthew Krueger

Andy explained that all three firefighter applicants had gone through the review process with four members plus the interviewee, and all three were recommended for hire.

Council Member London moved to approve to hire firefighter Matthew Krueger. Council Member Zahn seconded the motion. Motion carried unanimously.

4. Fire - Approve Hire of Fire Fighter Taylor Morris

Joe Hall noted that both Taylor Morris and Tyler Bailey were sons of current firefighters on the department, and both had come through the department's explorer program.

Council Member London moved to approve to hire firefighter Taylor Morris. Council Member Zahn seconded the motion. Motion carried unanimously.

5. Fire - Approve Hire of Fire Fighter Tyler Bailey

Council Member London moved to approve the hire of firefighter Tyler Bailey. Council Member Zahn seconded the motion. Motion carried unanimously.

6. Gull Lake Trail Fencing

Amber explained that they were seeking direction from council regarding fencing along the Gull Lake Trail. Due to a shortage of materials and increased costs, staff presented two options: either grade out the land adjacent to the trail or continue with installing approximately 140 linear feet of fencing at a cost of about $5,700.

Mayor Carnahan recalled that during an on-site visit, the understanding was that the fence would not be extended beyond where it currently stopped. Council Member Hall confirmed this and noted that since this was part of a fixed-price contract, any increase in material costs should be the responsibility of the contractor.

The council directed staff to proceed with the fencing as originally planned in the contract with Landwehr.

7. Pay Application No. 5 for the Gull Lake Trail

City Engineer Dave presented pay application number 5 for the Gull Lake Trail in the amount of $20,208.69 for progress made on the trail. Council Member Hall expressed concerns about the quality of the fence installation and asked whether enough retainage was being held back to address these issues. The Engineer confirmed that sufficient retainage was being held.

Council Member Zahn moved to approve pay application number 5 for the Gull Lake Trail in the amount of $20,208.69. Council Member London seconded the motion. Motion carried unanimously.

8. Change Order No. 6 for the Gull Lake Trail

City Engineer Dave explained this was a time extension change order, with no dollar amount being changed, to extend the substantial completion date from October 15th to November 15th. He explained that delays were due to issues with curb replacement that was too flat, base density issues that had to be resolved, and paving schedule and concrete work that was weather-dependent.

Council Member Zahn questioned why the city should grant an extension when the delays weren't caused by the city, noting that contractors should be held to their commitments. No motion was made to approve the change order, with council members expressing that they wanted to hold the contractor to the original timeline.

9. Parks – Local Option Sales Tax Next Steps

Amber provided an update on the potential Local Option Sales Tax (LOST) for funding park improvements. She explained that the Parks Commission had recommended pursuing this funding

mechanism, and at the September 18th workshop, a majority of council members had directed her to continue researching this option.

Amber shared that according to a University of Minnesota analysis, the 0.5% sales tax would generate about $655,000 annually, with approximately 65% coming from non-residents. She also noted that Ehlers Financial had provided bonding scenarios based on this revenue estimate.

Mayor Carnahan stated her opposition to imposing additional taxes on residents, suggesting that fundraising, phased implementation, and use of existing funds would be preferable. She also expressed concern that the local legislators might not support carrying the legislation forward.

Council Member Hall suggested holding more public information sessions to address misconceptions about the proposed tax. Council Member Zahn argued that the tax would be a way to leverage the high tourist traffic to fund an important community asset that benefits visitors more than residents.

Council Member London opposed the sales tax, while Council Member Froehle supported it, noting the park's deteriorating condition and limited fundraising success to date.

Despite differing opinions, Mayor Carnahan suggested Amber continue her work and bring back a formal proposal in November after the upcoming business community feedback session.

10. Pay Application No. 6 for City Hall Remodel

Tom presented the final pay application for the city hall remodel in the amount of $33,732.03 for work completed through September 3rd. He noted that everything was substantially complete and the payment would also release the retainage on the building.

Council Member Froehle moved to approve the final pay application number 6 for Hi Tech Guardian for work complete through 9/3/2025 in the amount of $33,732.03 as presented. Council Member Hall seconded the motion. Motion carried unanimously.

11. Public Works – Street Lighting at County Rd 18 & Middle Cullen

Tom explained that a citizen had requested a street light at the intersection of County Road 18 and Middle Cullen Road. Installation would cost $1,500, with a monthly lease of $12 if installed on the east side near the transformer, or $26 if placed on the west side. He recommended installation on the east side.

Council Member Hall moved to approve installing the new street light on the east side of the street on Middle Cullen Road as presented. Council Member Froehle seconded the motion. Motion carried with Council Member Froehle voting "nay."

Council Member Zahn explained his opposition was based on concern about setting a precedent for adding street lights to more corners in the city.

12. Public Works – Approve Hire of Maintenance Technician

Tom reported that after interviewing several applicants for the maintenance technician position, they had selected Cole Johnson. He recommended starting Cole at grade 9, step 2, which would be $26.56 per hour.

Council Member Zahn moved to approve the hire of Cole Johnson as presented. Council Member Froehle seconded the motion. Motion carried unanimously.

13. Public Works – Consider State Hwy Noise Barrier

Tom explained that the state periodically approaches the city about installing noise barriers along Highway 371, typically in business areas close to downtown. While funding is available, there would be a 10% match required from the city, which has not been budgeted. He noted that previous councils had rejected such proposals due to aesthetic concerns.

Council members unanimously agreed not to pursue the noise barriers, with Council Member Zahn calling them "preposterous" and Council Member Froehle expressing concerns they could become targets for vandalism.

14. Public Works – 2027 Street Improvements Survey Proposal

Tom presented a proposal to authorize WSN to perform survey work before snow arrives to advance planning for the 2027 road bond. Council Member Zahn noted this had been approved by the Public Works Committee.

Council Member Zahn moved to approve the survey proposal for the 2027 road bond as presented. Council Member Hall seconded the motion. Motion carried unanimously.

15. Public Works – Septic Easement and Maintenance Agreement 21844 Tall Timbers

Tom explained that due to changes in how the state Department of Labor and Industry inspects STEP station installations, the city now requests new sewer connections provide a clear easement for the STEP station and line going out to the street. This provides a workaround that has helped at least one applicant avoid a more expensive installation.

Council Member Hall moved to approve the septic easement as presented by Tom. Council Member London seconded the motion. Motion carried with Council Member Zahn abstaining.

16. Public Access – Brett Cote

Brett Cote, a resident at 4426 East Linden Boulevard, expressed concerns about changes at the Grandview Lodge waterfront that he believed impeded public access and rights-of-way to the water. He noted that East and West Linden are old residential communities with public streets and platted public water easements. Cote requested that the council work with Grandview to ensure year-round public access, particularly off of Woodward Street.

17. Planning & Zoning Assistance Discussion

Interim City Administrator Wentler reported that, following council direction, she had contacted Crow Wing County about possible planning and zoning assistance, but the county does not currently have capacity to support the city. Sourcewell indicated they could help with ordinances, but not until late 2026. Scott Saehr, who has worked with the city in the past, expressed interest in helping with ordinances, processes, and policies if given clear direction from the council.

18. Economic Development Authority Discussion

Mayor Carnahan suggested scheduling a workshop to learn more about Economic Development Authorities from experts like Tyler Glynn, who heads such organizations in other cities. Council agreed to find a date in December for the workshop, with Council Member Froehle noting he would be unavailable for all of January.

19. Performance Evaluations Discussion

Mayor Carnahan explained that the city's labor attorney had advised that performance evaluations are a best practice even without a full-time administrator. The proposal was to have the full council conduct evaluations with department heads, with department heads then evaluating their own staff. The evaluations would be scheduled for November and December in closed sessions.

I. Council/Liaison Reports

There were no reports from Mayor Carnahan or council members.

J. Announcements & Upcoming Meeting Dates

The upcoming meeting dates were noted as listed on the agenda.

K. Adjourn

Council Member Zahn moved to adjourn the meeting. Council Member Froehle seconded the motion. Motion carried unanimously. The meeting adjourned at approximately 9:02 PM.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – CITY COUNCIL SPECIAL MEETING
CONTINUATION OF
RETREAT SPECIAL MEETING SEPTEMBER 18, 23, 30, and OCTOBER 8, 2025
WEDNESDAY, OCTOBER 21, 2025
6:00 P.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: Tom Pearson, City Attorney.
Members absent: none.
City staff present: Maggi Wentler, Interim City Administrator; Tom Blomer, Public Works; Todd Szymanski, Police Chief.

Call to Order

Councilmember Hall called the meeting to order at 6:00 pm.

Organization Structure Admin/Clerk/Finance Department

The council began by discussing the city's organizational structure, continuing the conversation from the strategic planning session. Council member Zahn noted that while he had initially suggested a Director of Finance position based on his business experience, upon further reflection he believed this might not be necessary for Nisswa's size. Instead, he suggested considering a promotion with a more senior title for the current finance specialist position.

Council Member Froehle questioned whether a finance director was needed given the municipality's size, noting that typically finance directors are found in cities with much larger budgets. Maggi provided background on the city's previous organizational structure, explaining that initially they had an administrator/clerk/treasurer position with herself as deputy city clerk. A city clerk was later hired, and she received a promotion to finance specialist.

Council members discussed their preferences for the administrative structure:

- Council member Froehle indicated preference for an administrator/clerk
- Council member Zahn expressed support for a city administrator/clerk position, deputy clerk, finance
- Council member London supported city administrator
- Council member Hall supported combining positions rather than having four separate people with separate titles

Mayor Carnahan joined the meeting and asked where each member stood on the issue. After discussion about the hierarchy and reporting structure, Council member Zahn made a motion to establish the organizational structure with a City Administrator/Clerk position, with Finance Specialist/Treasurer and Deputy Clerk/Administrative Assistant positions reporting to the Administrator/Clerk.

Motion made by Council member Zahn to establish that the city organization structure is as follows: City Administrator/Clerk with a Finance Specialist/Treasurer and with a Deputy Clerk/Administrative Assistant. Council member Froehle seconded the motion. The motion carried unanimously.

Ordinance/Policies/Personnel Policy Discussion

Mayor Carnahan noted that council members had been tasked with reviewing the personnel policies manual, but suggested that having just established the organizational structure, it might be difficult to make specific recommendations for changes to the personnel policy manual and related policies.

Council member Zahn expressed concern about getting the search for the new position underway promptly and asked if they could move forward with using the existing job description to start the process. Several council members indicated they had reviewed the job descriptions but weren't fully prepared to make specific recommendations without further consideration.

The council identified several aspects of the job descriptions that would need adjustment, including:

- Changing job titles to reflect the new structure
- Adjusting the budget coordination language to reflect the shared responsibility between the Administrator/Clerk and Finance Specialist/Treasurer
- Reviewing responsibilities related to financial consultants, bond counsel, TIF funds, and auditors

Council member Hall suggested using the previous DDA comprehensive study as a starting point for the restructuring, noting that while there have been many changes since the report, it laid out a good foundation.

After discussion, the council agreed to continue the meeting to the following week to finalize the job descriptions.

Motion by Council member Zahn to continue this meeting from September 18th, 23rd, 30th, and October 8th, 2025, and today to Tuesday, October 28th at 9 AM to discuss both items B and C. Council member Froehle seconded the motion. Motion carried.

Adjourn

Motion by Mayor Carnahan to adjourn. Council member Zahn seconded the motion. Motion carried unanimously. Meeting adjourned at 6:25 P.M.

Respectfully Submitted,

_____ _____

Jennifer Carnahan, Mayor Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – CITY COUNCIL SPECIAL MEETING
CONTINUATION OF
RETREAT SPECIAL MEETING SEPTEMBER 18, 23, 30, OCTOBER 8 and 21, 2025
TUESDAY, OCTOBER 28, 2025
9:00 A.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: none.
Members absent: none.
City staff present: Maggi Wentler, Interim City Administrator; Tom Blomer, Public Works; Steven Timblin, Planning & Zoning.
Audience members: 1 member of the public was present.

A. Call to Order

The meeting was called to order at 9:01 AM. This meeting was a continuation of the City Council meeting from September 18, 23, 30, and October 8 and 21, 2025.

B. Organization Structure Admin/Clerk/Finance Department

The Council continued their discussion regarding the organization structure for the administration, clerk, and finance departments. The Mayor noted that at the previous meeting, the Council had not been sufficiently prepared to finalize the job description for the City Administrator/Clerk position that they had previously approved by motion.

Council Member Hall raised concerns about how city projects would be managed under the new structure, emphasizing that department heads should take the lead on projects specific to their departments rather than having the City Administrator directly manage all projects. He provided examples such as the roundabout project, downtown master plan, and trail projects, noting that historically the City Administrator had sometimes been too involved in the details of these projects rather than allowing department heads to utilize their expertise.

Public Works Director Tom provided input about how projects had been managed in the past, noting that previously, projects like road construction would have been his purview while the administrator would handle financial aspects such as bonding. He expressed support for returning to a model where department heads had more authority over their specific project areas.

The Council discussed and reached consensus on modifying the job description to clarify that the City Administrator/Clerk would be "assisting department heads on department specific and special projects as needed or required while maintaining high level communication with the council to ensure alignment with strategic priorities."

Council Member Zahn suggested modifying the financial duties in the job description, particularly changing language around budget coordination to indicate the administrator would "support the treasurer as needed" rather than coordinate the budget process. He also suggested several new responsibilities be added to the job description:

- Supporting the council on reestablishing the Nisswa comprehensive plan every two years following council turnover

- Facilitating/supporting the Economic Development Authority (which is in development)

The Mayor added language emphasizing the administrator's role in communication between council and staff, specifically requiring the administrator to connect with council members before meetings to clarify agenda items and debrief with staff after meetings to ensure clarity around council direction.

Additional discussion included the need for weekly reports from the administrator to council, the potential inclusion of HR responsibilities in the job description, and clarification on various roles and responsibilities across the clerk, deputy clerk, and finance specialist positions.

After thorough review of all positions, the Council agreed on changes to the job descriptions for City Administrator/Clerk, Finance Specialist/Treasurer, and Deputy Clerk, including appropriate redistribution of duties across these positions.

Council Member Froehle moved to accept all changes to the City Administrator, City Clerk, Finance Specialist, and Deputy Clerk positions as discussed. Council Member London seconded the motion. The motion carried unanimously.

C. Ordinance/Policies/Personnel Policy Discussion

The Council briefly discussed the personnel policy but determined that a full review would require significant time. Council Member Zahn suggested that while they should postpone the comprehensive review until after hiring a new administrator, they should establish clarity on the personnel committee responsibilities in the interim.

The Mayor mentioned she had prepared a draft of personnel committee responsibilities that could be reviewed at a future meeting.

Council Member Hall moved to move the personnel policy discussion to the next regularly scheduled meeting. Council Member London seconded the motion. The motion carried unanimously.

D. Adjourn

Motion: Council Member Zahn moved to adjourn. Council Member Hall seconded the motion. The motion carried unanimously.

The meeting adjourned at approximately 9:57 AM, with the Mayor noting that the next special council meeting regarding the Spirits potential expansion would begin shortly.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – CITY COUNCIL SPECIAL MEETING
TUESDAY, OCTOBER 28, 2025
10:00 A.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: Tom Pearson, City Attorney; Andy and Ted Schaefer.
Members absent: none.
City staff present: Maggi Wentler, Interim City Administrator; Brian Farrell, Spirits Manager.
Audience members: 2 members of the public were present.

A. Call to Order

The City Council special meeting was called to order by Mayor Carnahan at 10:06 AM on Tuesday, October 28, 2025.

B. Spirits of Nisswa Expansion & Lease Discussion (council motion)

The Mayor provided a high-level overview of the agenda item, explaining that the Liquor Committee had held several meetings regarding the potential expansion of Spirits of Nisswa in relation to the construction work being done by the Schaefers at the building where Spirits is located. A previous council motion from April 2024 had approved exploring a 10% expansion of space (approximately 604 square feet) for Spirits, primarily for storage purposes.

Brian Farrell, Spirits Manager, presented the current situation regarding the lease agreements and expansion options. He explained that the existing lease runs until March 2029 with an automatic 7-year renewal option based on the base rent plus CPI adjustments. Schaefers has proposed a third amendment to the lease that would terminate the current lease upon completion of their expansion project (no later than June) and establish a new contract with different rates. The current rate is $17.79 per square foot, while the new proposal would increase it to $21 per square foot for the existing space and $25 per square foot for any new space.

Farrell presented financial scenarios showing that the current lease costs approximately $108,000 per year, and adding the minimum expansion space of 604 square feet would increase costs to $142,600 annually, a $34,612 increase. He calculated that to maintain current profit margins, Spirits would need to generate an additional $432,650 in sales just to break even on the smallest expansion option.

Council Member Hall expressed concern about the lack of a comprehensive business plan and questioned whether the city should continue in the liquor business without proper ownership structure. He emphasized that running a business without a dedicated owner makes these decisions particularly challenging.

Farrell defended the liquor store's value to the city, noting that Spirits generated between $370,000 and $425,000 for the city in recent years, helping to reduce property taxes. He acknowledged that while the store space is small, they've managed to generate sales about $200 per square foot higher than the state average for liquor stores.

Andy Schaefer clarified that the expansion space would remain available until another tenant expressed interest, but he wouldn't indefinitely hold the space without a decision. He also explained that a separate issue involved the third amendment to the lease, which concerned access to a new loading dock and

heated sidewalk being installed as part of the renovation. Without agreeing to this amendment, Spirits would lose access to the loading dock and would need to take deliveries through the front door.

Council members discussed their perspectives on the city's long-term commitment to the liquor business. Most expressed support for continuing the business if it remains financially viable but acknowledged the need for professional assessment of future opportunities.

After discussion, the council decided not to pursue the expansion at this time due to the increased costs, but directed the city attorney to work with the liquor committee and Spirits management to assess the lease amendments regarding the loading dock access.

Motion by the Mayor, seconded by Council Member Hall, to direct the city attorney to work with and assess the lease agreements (existing and amended) and engage in discussions with the Schaefers involving Brian Farrell and representatives of the liquor committee. Motion carried unanimously.

C. Adjourn

Motion by Council Member Zahn, seconded by Council Member London to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:56 A.M.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – CITY COUNCIL WORKSHOP
TUESDAY, NOVEMBER 18, 2025
5:30 P.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Bruce London, Jesse Zahn.
Other Members Present: Joe Hall.
Members absent: none.
City staff present: Maggi Wentler, Interim City Administrator; Terry Wallin, Pickle Manager; Brian Farrell, Spirits Manager; Amber Moon Peterson, Parks & Rec; Steven Timblin, Planning & Zoning.
Attendance by Zoom: Tom Blomer, Public Works.
Audience members: 5 members of the public were present.

A. Call to Order

The City of Nisswa City Council Budget Workshop was called to order by Mayor Carnahan at 5:31 PM on Tuesday, November 18, 2025. Public Works Director Tom Blomer attended the meeting via Zoom due to being out of town for training.

The Mayor opened with a reminder to council members and staff to wait to be called on before speaking and to speak directly into the microphone so that those watching online could clearly hear who was speaking.

The Mayor noted recent headlines across Minnesota warning about potential property tax increases of nearly $1 billion statewide for 2026. She mentioned that Nisswa's preliminary levy was set at 6.07% (which she had voted against), and reminded everyone that approximately every $25,000 in the budget equals 1% to the levy. The Mayor expressed her desire to keep the levy below the inflation index for next year, which is currently estimated between 2-8.3%.

B. 2026 Budget Discussion

The Council proceeded to review the proposed 2026 budget spreadsheets on a tab-by-tab basis.

Mayor/Council Budget

The Council discussed the transportation/mileage reimbursement and school/training budget items. The Mayor suggested reducing these line items, noting that currently only $1,750 had been used of the $2,500 budgeted for training. The Council reached consensus to reduce transportation to $250 and school/training to $2,250.

Elections Budget

No changes were made to the elections budget.

Administration/Clerk/Finance Budget

The Mayor initially suggested reducing the salaries and wages from $280,000 to $260,000, but after discussion about the new positions (City Administrator/Clerk, Finance Specialist/Treasurer, and Deputy Clerk) and their corresponding salary rates, the Council decided to keep the amount at

$280,000. Maggi explained that she had budgeted using step 5 (middle grade) for these positions, with the Administrator/Clerk at $57/hour and Deputy Clerk at $28.32/hour.

The Council questioned the increase in dues and subscriptions (up 43.68% from 2025). Maggi clarified this included clerk minutes software at approximately $1,200-1,300 annually.

Accounting Budget

No changes were made to the accounting budget.

City Attorney Budget

The Council discussed the attorney fees, which were projected at $50,000 for 2026. Current year-to-date spending was already at approximately $55,000, largely due to increased labor attorney fees resulting from being without a City Administrator since April. The Council agreed to reduce this line item to $40,000 for 2026, anticipating lower needs once a permanent City Administrator is in place.

Planning and Zoning Budget

The Council agreed to reduce the school and training budget from $7,000 to $2,500. They also discussed the capital reserve contribution of $5,900 and decided to eliminate it for 2026, noting there was already approximately $58,058 in reserves. The City Planner explained that these reserves were intended for comp plan revision, housing study, and future land use map study. The Council agreed to pause this reserve while exploring the establishment of an Economic Development Authority.

General Government Buildings Budget

The Council discussed the $10,000 budgeted for newsletters and agreed to move to an all-digital format for 2026, reducing this line item to $1,000 to cover design costs. The Council also reviewed professional services and communications increases, which included $54,000 for technology, security, and server upgrades.

Public Restrooms Budget

No changes were made to the public restrooms budget.

Police Budget

The Council confirmed their previous decision to remove the $8,500 budgeted for flock cameras, choosing to wait and see how Crow Wing County's implementation of similar technology works out.

Fire Administration Budget

No changes were made to the fire administration budget. The Council discussed how the 2% money from insurance fees works and how contracted areas split the fire department budget costs based on property values.

Public Works Budget

No changes were made to the public works budget.

Sanitation Administration Budget

No changes were made to the sanitation administration budget.

Economic Development Budget

No changes were made to the economic development budget, which covers donations to civic organizations like BLADC.

Cemetery Budget

No changes were made to the cemetery budget.

Unallocated Expenditures Budget

The Council discussed the "other" line item of $40,000 and agreed to reduce it to zero after learning that only $212 had been spent year-to-date from this account.

Pickle Budget

The Council reviewed the Pickle budget with no changes. Terry, representing the Pickle, provided an update that the remaining items from their improvement plan were a walk-in cooler and new bar stools, which would be covered by existing capital reserves.

Spirits Budget

The Council discussed the $30,000 increase in the Spirits rentals line item, which Brian explained was included due to uncertainty about the future of Schaeffer's. The Council agreed to revisit this after their regular meeting discussion on the lease.

The Council also discussed the possibility of passing credit card fees on to customers at both Spirits and the Pickle, which could save approximately $50,000 annually. After debate about the potential impact on customers, the Council directed Brian to research what other municipal liquor stores in Minnesota are doing regarding credit card fees and report back at the December meeting.

Parks Budget

The Council discussed the $61,000 capital reserve contribution for parks. The Parks Director noted there was currently $208,000 in the capital reserve and explained the importance of steady contributions for upcoming parks projects. After discussion, the Council agreed to reduce the contribution to $50,000 (the same as the previous year).

Community Center Budget

The Council agreed to eliminate the $24,000 capital reserve contribution for the community center for 2026. Amber, the Parks Director, noted there was approximately $150,000 in reserves and that some repairs might be tied to the road bond.

Fire Budget

No changes were made to the fire budget.

Additional Budget Items

The Council briefly discussed some remaining items including family leave, with Joe suggesting the city pay only its percentage. This item was deferred for discussion during the union contract negotiations later that night.

Maggi shared an example of a Nisswa resident's proposed property tax statement showing that with the 6.07% preliminary levy, their taxes would actually decrease from $637 to $599, although she noted this was just one example and others might see increases.

C. Adjourn

Motion to adjourn made by Council Member Zahn, seconded by Council Member London, carried unanimously.

The meeting adjourned at 6:56 P.M.

Respectfully Submitted,

_____ _____

Jennifer Carnahan, Mayor Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 18, 2025
7:00 P.M. – NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: Tom Pearson, City Attorney; Dave Reese, City Engineer.
Members absent: none.
City staff present: Maggi Wentler, Interim City Administrator; Amber Moon Peterson, Parks & Rec; Steven Timblin, Planning & Zoning.
Attendance by Zoom: Andy Schaefer.
Audience members: 17 members of the public were present.

A. Call to Order

Mayor Jennifer Carnahan called the regular City Council meeting to order at 7:04 PM.

1. Pledge of Allegiance

Mayor Carnahan led the Pledge of Allegiance.

B. Approve Agenda

Mayor Carnahan proposed amending the agenda to add two items under old business:

1. The city administrator clerk/finance specialist job description update as item 2a
2. The city administrator/clerk search firm contract update as item 3a

Motion by Council Member Zahn, seconded by Council Member Hall to approve the agenda as amended. Motion carried unanimously.

C. Consent Calendar

1. Fire Department Report – October 2025
2. Parks and Recreation Report – November 2025
3. Pickle Report – October 2025
4. Police Report – November 2025
5. Public Works Department Report – November 2025
6. Planning & Zoning Report – October 2025
7. Personnel Updates – November 2025
8. Presentation of Claims – Check register #155973-156165; totaling $47,989.16
9. Donation Resolution – Parks – Hartogh
10. Special Event Permit Application – Brainerd Jaycees – May 1 & 2, 2026
11. LG220 Application – MN Teen Challenge – July 17, 2026

Motion by Council Member Zahn, seconded by Council Member London to approve the consent calendar as presented. Motion carried unanimously.

D. Open Forum

No members of the public came forward to address the Council.

E. Reports

1. City Attorney

City Attorney Tom Pearson reported that there was nothing new to report.

2. City Engineer

The City Engineer Dave Reese stated there were no specific agenda items to report.

F. Old Business

1. Verizon Cell Tower Draft Lease Agreement – Fire Station Location

Steven from Planning and Zoning explained that the Verizon cell tower draft lease agreement was on the agenda for review. He mentioned that the city attorney had also reviewed the matter. Steven noted that some blanks in the agreement had recently been filled in by Verizon.

City Attorney Tom Pearson informed the Council that Verizon had just submitted what they believed was the final draft of the lease agreement that day. He also reported that an appeal had been filed the previous day regarding the Planning Commission and Board of Adjustments' decision on variances that were approved in November, as well as the Planning Commission's approval of the Conditional Use Permit (CUP). The appeal would need to be heard at the December Council meeting.

Mayor Carnahan acknowledged that several council members had received emails regarding the Verizon cell tower, with one individual in favor and others opposed.

Council Member Zahn requested that staff compile historical information about when the tower was previously discussed in past meetings and any supplemental information that was presented by Verizon during those meetings.

Council Member Hall emphasized that this issue has been thoroughly discussed by city staff and others for approximately eight years, noting that many of the questions raised in recent emails had already been addressed in previous meetings.

Mayor Carnahan suggested that staff create a high-level timeline to provide transparency and context for people who might be learning about this project for the first time.

Steven clarified that communication towers are only permitted as conditional uses in public and recreation districts, with other zoned properties prohibiting such uses. He explained that the city's recently acquired property could not accommodate the tower without rezoning from highway business and urban residential to public and recreation classification.

Council Member Froehle questioned why the proposed tower height was necessary. Council Member Hall noted that Verizon had previously shared coverage data regarding height requirements, though Steven mentioned this information was designated as proprietary.

The Council agreed to continue the discussion to the December meeting when formal notice could be provided to all parties about the appeal hearing.

2. Discussion regarding Public Works Committee, Liquor Committee, Personnel Committee/Liaisons

The Council discussed a draft document outlining the role of the Personnel Committee.

Council Member Froehle questioned whether the committee appointments should be made by the mayor as stated in the document, suggesting the Council as a whole might make these appointments. Council Member Zahn expressed concern that the document was too broad and gave too much authority to one or two individuals. Given the city's current lack of a full-time administrator/clerk and deputy clerk, he did not consider this a high priority.

Council Member Hall explained that as a member of the Personnel Committee, the lack of guidance had made their role challenging over the past year, and that defining the committee's parameters was important.

Mayor Carnahan expressed frustration over what she perceived as ongoing dysfunction in the city's operations and the tendency to make decisions based on personalities rather than organizational needs. She noted they had consulted with the League of Minnesota Cities and other similar-sized cities to develop the draft document.

Motion by Council Member Zahn, seconded by Council Member Froehle to table this item until further notice. Motion carried unanimously.

2a. City Administrator Clerk/Finance Specialist Job Description Update

Mayor Carnahan explained that this item was added after the last special council meeting. She had submitted some changes to the job descriptions but wasn't certain if all council members had received them. The changes were minimal, adding the words "in conjunction with city administrator clerk and/or finance specialist treasurer" in certain sections.

Motion by Council member Zahn, seconded by Council Member London to leave the job descriptions as is. Motion carried unanimously.

3. Ordinances/Policies/Personnel Policy Discussion

The Council acknowledged that this item remains on the agenda as a reminder that the personnel policy manual should be reviewed when a new city administrator clerk is hired.

Council member Zahn raised concerns about the accessory structure ordinance, specifically regarding the 2,500 square foot limitation regardless of property size. He and Council member Hall agreed that this restriction should be removed, as there are already other regulations in place regarding setbacks, impervious coverage, and other requirements.

Steven from Planning & Zoning provided context about the land use chart in Section 20-93 that designates permitting pathways.

Motion by Council Member Zahn, seconded by Council Member Hall to revise ordinance 29-3 to bring information forward to the public hearing at planning commission pertaining to sections 20-83 and 20-93 in current code. Motion carried unanimously.

3a. City Administrator/Clerk Search Firm

Mayor Carnahan reminded council members to complete and return the questionnaire from the search firm before Thanksgiving to initiate the search process.

4. Performance Evaluations

The Council discussed the employee performance evaluation process. Staff self-reviews had been conducted in the past, and the Council was planning to conduct staff reviews before the end of the year.

Motion by Council Member Froehle, seconded by Council Member Zahn to use the existing employee self-review form. Motion carried unanimously.

The Council agreed that the entire council would conduct the employee reviews in closed sessions (unless employees requested open sessions) before the end of the year, with approximately half-hour slots for each of the eight employees.

5. Spirits of Nisswa Lease Discussion

The Council discussed the third amended lease agreement for Spirits of Nisswa. The proposed changes included increasing the rent from $17.90 per square foot to $21 per square foot, and modifying how future lease increases would be determined when the current lease expires.

A key issue discussed was access for deliveries. City Attorney Tom Pearson explained that the city's current lease would be affected by the building expansion if it blocked the current delivery door at the southeast side of the building. He suggested that any building modification should ensure the store could continue to receive deliveries in a similar fashion to how it has operated for the past 23 years.

Andy Schaeffer, participating via Zoom, expressed frustration at what he perceived as a disconnect in understanding between the parties.

Motion by Mayor Carnahan, seconded by Council Member Hall to continue the lease discussion to the December meeting when Andy can attend in person. Motion carried with one opposing vote.

6. Spirits of Nisswa Expansion Discussion

The Council discussed the potential expansion of Spirits of Nisswa. Council Member Hall asked about storage needs following the removal of an external storage unit. Council member Froehle recalled that Brian, the manager, had indicated at a previous meeting that if the storage container was removed, they would adjust purchasing to accommodate the reduced storage capacity.

Motion by Council Member Froehle, seconded by Council Member Zahn to leave Spirits as is without an expansion. Motion carried unanimously.

G. New Business

1. Wonder Trek Children's Museum Presentation – Peter Olson

Council Member Hall noted that Peter Olson was unable to attend due to a death in the family.

2. Pay Application No. 6 for the Gull Lake Trail

Amber reported that the Gull Lake Trail had reached substantial completion earlier in the month. Dave added that while some work would need to be completed in the spring, all essential items had been finished so the trail could be opened for use.

The pay application amount was $97,583.23, with retainage being held for the remaining work.

Motion by Council Member Zahn, seconded by Council Member Froehle to approve pay application number 6 for the Gull Lake Trail for the total amount of $97,583.23. Motion carried unanimously.

3. Gull Lake Trail – Bathroom Purchase

Amber explained that the proposal to add a bathroom at Nisswa Lake Park had been included in the amended scope for the Gull Lake Trail project. The bathroom would cost approximately $230,000, which was within the $240,000 budgeted amount. She clarified that the bathroom would not be open year-round but would follow the same seasonal schedule as other city facilities, closing November 1 and reopening May 1.

Motion by Council Member Zahn, seconded by Council Member Hall to approve the Gull Lake Trail bathroom purchase for $230,000. Motion carried unanimously.

4. Local Option Sales Tax Resolution

Amber presented information on the proposed local option sales tax, including survey results from a November 5th business information session. The resolution included a proposed tax rate of 0.5%, with the aim to raise $10 million over approximately 15 years.

Amber reported that she had spoken with state representatives who were open to discussing funding opportunities but emphasized that a united effort was needed.

Ronald Dewey Jr., a resident, spoke in opposition to the tax, stating he was part of a community committee that had formed to help generate alternative funding for the park. He expressed concerns about the impact on residents on fixed incomes and noted that the tax could only be used for construction, not maintenance.

Fred Heidman, a resident, suggested that the city should consider all options carefully, including fundraising, before moving forward with a tax. He emphasized the need to have a complete plan with all information available before putting it to voters.

Emma Krueger from A&W in Nisswa expressed disappointment with the council's consideration of the tax, stating that the business community had clearly indicated opposition to it at a previous meeting.

Motion by Council Member Zahn, seconded by Council Member Froehle to move forward with the local option sales tax resolution as presented. Motion passed 3-2, with Mayor Carnahan and Council member Hall voting no.

5. Park Transfer Discussion

Amber reported that the Parks Commission had been discussing phasing and funding requirements for park improvements. She mentioned that a committee of interested individuals had recently formed and was working to better understand the park plan.

Ronald Dewey Jr. suggested that if the Council dedicated $500,000-$600,000 for the playground, his committee would move forward with fundraising for the tennis and pickleball courts, estimated to cost $450,000-$500,000.

Bruce Imholte, a member of the Parks Commission, urged the Council to authorize development of specifications for the park improvements, particularly for the playground, which he identified as the most immediate need.

Motion by Council member Hall, seconded by Council Member Froehle to have Amber connect with Widseth to review the plans and have Dave provide a high-level initial engagement proposal for the council to review, and for Amber to work with the committee on priorities. Motion carried unanimously.

6. Spirits THC Sales

Brian presented information on THC sales at municipal liquor stores, showing data from 31 Minnesota Municipal Beverage Association (MMBA) stores. The average store had sold $64,000 in THC products in the first half of 2025.

Brian acknowledged that while he personally was not in favor of selling THC products, he recognized it was ultimately the Council's decision. He confirmed there would be room in the store to accommodate THC products.

Motion by Council Member Zahn, seconded by Mayor Carnahan to approve spirits selling THC. Motion passed 4-1, with Council member Hall voting no.

7. Waste Water - Lift Station #1 Design & Engineering Proposal

Morgan Salo, a principal engineer with Bolton and Menk, presented a proposal for engineering services for the rebuild of lift station 1 at a cost of $45,900. This was a budgeted amount that had received unanimous support from the Public Works Committee. The project would commence in summer 2026.

Motion by Council Member Zahn, seconded by Council Member London to approve lift station number 1 design and engineering proposal as presented by Bolton and Menk. Motion carried unanimously.

8. Waste Water – Sewer Delinquent Accounts Resolution

Wentler Staff presented the annual resolution for sewer delinquent charges. Any accounts not paid by November 21, 2025, would be certified to property taxes for the following year.

Motion by Council Member Froehle, seconded by Council Member London to approve the sewer delinquent accounts resolution as presented. Motion carried unanimously.

9. Consultant to Evaluate the Liquor Operations

Council member Hall explained his request to bring in an outside consultant to evaluate the city's liquor operations, including both Spirits of Nisswa and the Pickle, to provide guidance on future planning. The Council agreed to discuss this at the next Liquor Committee meeting before bringing recommendations back to the full Council.

10. 2026 Newsletter Schedule/Budget Approval

This item was not discussed as the Council had already decided during budget discussions to move to digital online newsletters for 2026 instead of mailed newsletters.

11. Set Organizational Meeting January 20th 5:00pm

Motion by Council Member Zahn, seconded by Council Member Hall to set the organizational meeting for January 20th at 5:00 PM. Motion carried unanimously.

12. Recommendation to move to Closed Session pursuant to MN Statute 13D.03 for Union Negotiations

Motion by Council Member Zahn, seconded by Council Member Hall to close the meeting pursuant to MN Statute 13D.03 subdivision 1 clause b for labor negotiation strategy. Motion carried unanimously.

The Council entered closed session at 9:06 PM.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – CITY COUNCIL SPECIAL MEETING
MONDAY, DECEMBER 8, 2025 – 8:30 AM
NISSWA CITY HALL

Members present: Jennifer Carnahan, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: none.
Members absent: Mark Froehle
City staff present: Maggi Wentler, Interim City Administrator.
Audience members: none.

A. Call to Order

The Nisswa City Council special meeting was called to order by Council Member Zahn on Monday, December 8, 2025, at 8:32 AM.

B. Deputy Clerk Interviews, Discussion, Hiring, Offer (council motion)

The purpose of the special meeting was to conduct interviews for the deputy clerk position, followed by discussion, hiring decision, and offer. Council members were provided with a list of applicants and a standard set of interview questions to ensure consistency across all candidates.

Maggi, Interim Administrator, provided brief instructions to the council about the interview process, reminding them to use consistent questions for each applicant, follow the question forms, and avoid personal inquiries. The Mayor explained the round-robin format for questions and clarified that candidates would have the opportunity to ask questions at the end of their interviews.

Five candidates were interviewed:

1. **Jessica** - Shared her background in military service, business ownership, and retail management. She emphasized her customer service experience, administrative skills in running her own business for 15 years, and computer proficiency. Jessica expressed interest in Nisswa because she had moved to the area two years prior and appreciated the community and its seasonal diversity.
2. **Carrie** - Described her background in education and previous city government experience at the City of Saint Augusta, where she worked for four years. She highlighted her experience with utility billing, organizing community events, and creating newsletters. Carrie mentioned her long-standing connection to the Nisswa area, noting that her father owned property there, and she was trying to relocate to the region.
3. **Jane** - Presented her extensive municipal government background, particularly in city clerk roles in Lake Shore and Fifty Lakes. She emphasized her knowledge of the Brainerd Lakes area and her desire to return permanently to the region. Jane highlighted her strong people skills, technological proficiency, and ability to help with responsibilities above and below the deputy clerk position.
4. **Nola** - Detailed her 20+ years of municipal government experience in multiple cities, including roles as a management assistant and deputy clerk. She described her completion of the clerk's institute certification and experience in various aspects of city government, particularly noting her skills in customer service, documentation, and interdepartmental communication.
5. **April** - Shared her background in customer service, including her current position as a patient access representative at Lakewood and Staples. She described her experience handling difficult

customer situations and some accounting experience from previous employment. April expressed interest in the position as an opportunity for growth and learning.

Following the interviews, the Council deliberated on the candidates. There was a split in opinion regarding the top candidates:

- Councilmember London rated Nola as his first choice and Jane Michaud as second, noting Nola's experience, knowledge, and the fact she took notes during her interview.
- Councilmembers Hall and Zahn preferred Jane Michaud as first choice and Nola as second. Councilmember Zahn also mentioned Jessica as a potential third choice.
- Maggi, Interim Administrator, when asked for input, indicated Jane would be her top fit based on experience and personality.
- The Mayor agreed with Councilmember Zahn, selecting Jane first, Nola second, and Jessica third.

After discussion, the Council reached consensus on offering the position to Jane Michaud.

Councilmember Zahn moved to offer the deputy clerk position to Jane Michaud at Grade 8, Step 8 pay scale of $29.90 per hour. Councilmember London seconded the motion. Motion carried unanimously.

A backup offer was also approved:

Councilmember Zahn moved to have a backup job offer presented to Nola for the deputy clerk position at Grade 8, Step 7 pay scale of $29.03 per hour, contingent on background checks and reference checks, if the first job offer is not accepted. The Mayor seconded the motion. Motion carried unanimously.

The council briefly discussed the negotiation process, noting that the position would not be unionized and that if salary negotiations became a sticking point, they could address it at the next week's regular council meeting.

C. Adjourn

A motion was made by Council Member Zahn to adjourn the meeting, seconded by Council Member Hall. The motion carried unanimously.

The meeting was adjourned at 10:43 A.M.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – SPECIAL COUNCIL MEETING
WEDNESDAY, DECEMBER 10, 2025
9:00 A.M. – NISSWA CITY HALL

Members present: Mark Froehle, Joe Hall, Bruce London, Jesse Zahn.
Other Members Present: Tom Pearson, City Attorney.
Members absent: Jennifer Carnahan.
City staff present: Maggi Wentler, Interim City Administrator; Tom Blomer, Public Works; Todd Syzmanski, Police Chief; Terry Wallin, Pickle Manager; Mary Barnes, Spirits Office; Shawn Bailey, Fire Chief.
Audience members: 40 members of the public were present.

A. Call to Order

Council Member Joseph Hall called the special meeting to order at 9:00 AM on December 10, 2025. Council Members Joseph Hall, Bruce London, Mark, and Jesse Zahn were present. Mayor Jennifer Carnahan was absent.

B. Discussion regarding the conduct of Mayor Carnahan

Council Member Bruce London, who called the meeting, presented information from a police report by Nisswa Police Department Officer Dustin Hines regarding an incident involving Mayor Jennifer Carnahan. London explained that a resident named Sophie Foster, an employee at the Nisswa Main Street Ale House, had sent an email to Mayor Carnahan and Council Member Hall after allegedly overhearing a loud conversation between the mayor and her companions discussing ways to embarrass Council Member Jesse Zahn to influence him to resign.

London detailed that on November 28, Foster and Carnahan were both at the Pickle Factory when Carnahan reportedly referred to Foster as "that bitch that sent the email," after which there was an alleged physical confrontation. Mayor Carnahan contacted Nisswa Police Chief Szymanski to report being assaulted. Officer Hines investigated the case, which was then referred to the Nisswa City prosecutor, the Severson and Porter Law Firm. After reviewing the report and case files, the firm declined to file any charges against Sophie Foster. When a supplemental investigation was conducted following the emergence of an additional witness, the prosecutor again declined to file charges.

London expressed concern about negative social media posts on the Nextdoor app regarding city council members and the Nisswa volunteer fire department, particularly one post about Council Member Joe Hall stating "don't be fooled by a wolf in sheep's clothing." He praised the fire department's service, including their response to storm damage in Merrifield.

London noted that over the past year, the city has lost a city administrator, the city clerk, and two interim city administrators who left within weeks. He emphasized that Nisswa deserves better than the current toxic environment and called for an end to the drama and conflict.

Public comment was invited before council discussion. Fred Heidman stated that while he agreed Nisswa needed to heal, he felt this was an inappropriate way to handle the situation and suggested private discussions would be better to resolve conflicts.

Sandra Pothoff expressed disagreement with the previous speaker, noting she became aware of the issue when Jennifer posted about it on Facebook. She also raised concerns about the mayor identifying her as a relative of Council Member Mark Froehle on social media when she was commenting as a private citizen.

Josh Gazelka stated he came to support Sophie Foster, saying what happened to her was "completely unacceptable." He emphasized that the community values openness and honesty, and that Foster had appropriately raised concerns only to be met with silence, then publicly berated, and falsely accused.

Troy Scheffler, not a Nisswa resident, commented that everyone knew Carnahan did not have residency when running for mayor but no one said anything. He described having similar experiences with Mayor Carnahan as Sophie Foster described.

Cindy Carnahan, the mayor's mother, spoke briefly about incidents of bigotry her daughter had experienced while campaigning for mayor.

Council Member Froehle stated he was shocked to learn about the situation, particularly that a council member would be in public discussing with constituents how to remove another sitting councilman.

Council Member Jesse Zahn read a prepared statement reflecting on his experience serving with Mayor Carnahan. He described initially welcoming her and supporting her campaign for state senate with a personal donation of $10,000. Zahn noted that after Carnahan's failed senate run, her behavior changed, displaying "bouts of insecurities, anxiety, and an overwhelming desire to maintain control of this city's council and its staff at all cost." He stated the council had been hampered by politicking when it should be focusing on providing services to residents. Zahn concluded by formally requesting that Mayor Carnahan consider her immediate resignation.

Council Member Hall emphasized that none of the council members wanted to be at the meeting but they were elected to address issues in the town. He expressed frustration with the ongoing turmoil caused by "a small group of people" and stated the inappropriate conduct of both the current and former mayor needed to stop. Hall noted the spread of misinformation on social media and compared the situation to "toothpaste squeezed out of the tube" that cannot be put back. He stated he would encourage the mayor to address the situation herself and asked the city attorney for guidance on next steps.

The city attorney advised that options available to the council included a vote of no confidence or censure, which would require a resolution rooted in review of the code of conduct. He suggested continuing the agenda item to the December regular meeting to allow time to prepare.

Council Member Jesse Zahn moved to continue the agenda topic discussion regarding the conduct of Mayor Carnahan to the December regular city council meeting. Council Member Bruce London seconded the motion. The motion passed unanimously.

The city attorney advised council members to review the code of conduct before the December meeting and provide any thoughts to the city administrator if unable to attend.

Before adjourning, Council Member Hall stated that the positive outcome of the meeting was that "from today moving forward, this sort of behavior is not going to be tolerated." He thanked Sophie Foster for standing up and encouraged others to do the same.

C. Adjourn

Council Member Joseph Hall moved to adjourn the meeting. The motion was seconded by Council Member Zahn. The motion passed unanimously. Meeting adjourned at 9:44 P.M.

The meeting adjourned.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – REGULAR COUNCIL MEETING
MONDAY, DECEMBER 16, 2025 – 7:00 P.M.
NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Bruce London, Jesse Zahn.
Other Members Present: Dave Reese, City Engineer; Tom Pearson, City Attorney.
Members absent: Joe Hall.
City staff present: Maggi Wentler, Interim City Administrator; Steven Timblin, Planning & Zoning; Brian Farrell, Spirits Manager; Tom Blomer, Public Works; Todd Szymanski, Police Chief; Dustin Hines, Police Officer.
Audience members: 74 members of the public were present.

A. Call to Order

Mayor Jennifer Carnahan called the regular meeting of the City Council to order at 7:00 PM on Tuesday, December 16, 2025.

1. Pledge of Allegiance

The Pledge of Allegiance was recited.

B. Approve Agenda

Mayor Carnahan proposed moving the Verizon Cell Tower Appeal (item G.3) to before the closed session (item G.21) to ensure all parties involved would have sufficient time for discussion.

Motion to move the Verizon Cell Tower Appeal (item G.3) to item G.20, before the recommendation to move to closed session. Moved by Council Member Froehle; Seconded by Council Member London. Motion carried unanimously.

Motion to approve the agenda as amended. Moved by Council Member Zahn; Seconded by Council Member London. Motion carried unanimously.

C. Consent Calendar

1. Fire Department Report – November 2025
2. Parks and Recreation Report – December 2025
3. Pickle Report – November 2025
4. Police Report – December 2025
5. Public Works Department Report – December 2025
6. Planning & Zoning Report – December 2025
7. Spirits Report – October 2025
8. Spirits Report – November 2025
9. 2026 PCBOA Calendar
10. Personnel Updates – December 2025
11. Presentation of Claims – Check register #156166 – 156282; totaling $458,319.41

Motion to approve the Consent Calendar as presented. Moved by Council Member Zahn; Seconded by Council Member Froehle. Motion carried unanimously.

D. Open Forum

1. Public Comment

Diane Townsend (26424 Highland Avenue) expressed her support for Mayor Carnahan and criticized the handling of the situation regarding the mayor's alleged conversation. She stated there was no audio evidence of the reported conversation and argued that city employee turnover couldn't be blamed on Mayor Carnahan.

Bonnie Johnson (25942 Trailside Run) expressed concern about the negative publicity surrounding Nisswa and encouraged council members to reflect on whether their actions were helping or hurting the community. She emphasized the importance of promoting Nisswa's image positively, noting the successful City of Lights event.

Melissa Straight (Alder Street) stated that residents are the employers of city staff and argued that a vote of no confidence against the mayor would be a vote against the citizens who elected her.

Deb Best (5319 Poplar Avenue) urged council members to work together despite differences and focus on residents' needs. She noted concerns about residents potentially having to move due to tax increases and emphasized the need to build back trust in city government.

Douglas Host (25678 Highland Avenue) characterized the situation as a minor issue that had been blown out of proportion. He expressed support for Mayor Carnahan and suggested disagreements should be handled privately.

Kate Stumble (4436 Lower Ray Lake Road) suggested a performance review for the mayor might be appropriate before considering more serious actions.

E. Reports

1. City Attorney

The City Attorney had nothing to report.

2. City Engineer

The City Engineer reported continued progress on road projects for 2026 and 2027, noting they were looking forward to the hearing in January.

F. Old Business

1. City Administrator/City Clerk Search Update from Mike Humpal

Mike Humpal from South Central Service Cooperative provided an update on the city administrator/clerk search. He explained that his organization takes a comprehensive approach to reduce the burden on the

council, focusing on bringing forward candidates with the necessary technical skills while the council can determine fit with the organization's culture.

Mr. Humpal reported that after 10 days of advertising, they had received 5 complete applications, with 4 more individuals indicating their intent to apply. The posting would remain open for another 22 days. He outlined the evaluation process, including resume scoring, phone interviews, and assessment of management and leadership skills. The timeline includes reviewing applications January 6-7, conducting interviews and background checks January 7-26, and providing candidate information to the council by January 27.

The interview process would include staff meetings with candidates on February 9, followed by a community meet-and-greet. Council interviews would take place on February 10, with the council going into closed session afterward to discuss candidates.

Mr. Humpal confirmed that the city's proposed salary range was competitive and welcomed any questions from the council.

2. Discussion regarding the conduct of Mayor Carnahan

Mayor Carnahan explained she didn't attend the special council meeting on December 10 because she felt it would be "performative rather than productive." She characterized it as an effort to settle personal or political grievances. She stated that her legal counsel had reviewed the code of conduct and found no violations of any mandatory provisions.

Mayor Carnahan explained that censure or votes of no confidence are non-binding resolutions and argued that attempts to regulate her speech would conflict with First Amendment protections. She urged the council to move forward with city business.

Council Member Froehle asked why the mayor hadn't reached out to the individual who had emailed regarding the alleged conversation about Council Member Zahn. Mayor Carnahan declined to answer, stating she wanted to focus on city business.

Council Member Zahn emphasized that accountability needed to be discussed and clarified that the issue wasn't personal but about the conduct of an elected official. He noted that the individual who sent the email had faced difficult circumstances after reporting the incident.

Following discussion, three motions were passed:

Motion to direct the City Attorney to prepare a resolution for a vote of no confidence to be conducted at the next regular City Council meeting. Moved by Council Member Zahn; Seconded by Council Member Froehle. Motion carried.

Motion to direct the City Attorney to prepare a vote of censure to be considered at the next council meeting. Moved by Council Member Zahn; Seconded by Council Member London. Motion carried.

Motion for council to consider removal of Mayor Carnahan from the personnel committee and the liquor committee. Moved by Council Member Zahn; Seconded by Council Member Froehle. Motion carried.

Several residents offered additional comments:

Ronald Duy Jr. (26735 Middle Cullen Road) I believe council's actions has severe ramifications on what just happened here and I'll leave it at that. Thank you.

Melissa Straight (Alder Street) I appreciate the 3 that have stood up here and stated your statements because at least you are the 3 we know who to remove in November at the next election. So thank you for letting us know clearly as the employers who we do not want that are not supporting who we voted for and put in place. Thank you for making that abundantly clear that your position is up for grabs. Thank you.

Troy Schaffler (26359 Shandy Trail, Merrifield) I don't know what's going on here. I mean, this has been going on well before the Sophie thing. It's kind of been a big problem well before that. I remember, like, half a year ago, the mayor just walked out of a meeting that was being held. No reason. Apparently there was a reason I was given because I was here for some reason. But in any event, the organizational assessment, does that ring a bell to anybody? It was horrendous. There was a consistent complaint by staff itself about the mayor and her conduct and how she was running the city. Why aren't we talking about that? Why are we talking about just the Sophie stuff? This is insane. You need to take care of your own employees. They have a tough time themselves. They need to be their morale needs to be up. And the mayor is at the head of that, kinda directs the whole city itself and how it functions, and no one has even mentioned this. And I find it rather rich that your mayor would mention the first amendment considering she's being sued for it right now. So when everyone wants to sit and think they have everything, you know, I guess I would have to blame the council to a degree by not really fully flushing everything out. Maybe that will come out with this vote and what you guys are gonna be drafting with the attorney himself. But that's really all I have to say is that there's more to this than just the Sophie Foster issue. Thanks.

Diane Townsend (26424 Highland Avenue) I just wanna say that after what I read to you guys, apparently, you're not bothered if I let out the information I have on city employees. Thank you.

Fred Heidman (4794 Central Avenue, Brainerd) Live just outside of the city of Nisswa. I was the mayor for term or 2. I was on this council a couple of terms. I've been watching this whole thing play out. I wasn't even gonna say anything, but after Mr. Scheffler was up here, it brought me to where I need to say something. And that is I don't think many of the citizens know, but, well, 4 months ago, I had gotten a call that, from a citizen saying that at the next council meeting, Jesse Zahn and Troy were going to be making a move to push the mayor out. And I'm a person when I hear something, I usually like to try to call and talk to that person and see what truth there not there is to it. So I did give Mr. Zahn a call and, mention it to him. And at that time, when I explained it, when I told him, it was dead silent on the end of the phone line for a few seconds. And then it was, well, I haven't talked to Scheffler for, like, 2 months. And, you know, I I don't know that there's anything I don't know what it what there is to this. I just ask the question. You know? What is going on in this community? Thank you.

Katie Ellsworth (26210 Ed Edna Lane) I'm new here. I came here a month ago, and I came to observe a city meeting. I came to observe a city meeting as a new member of this community. As you can tell, I'm very nervous to be up here because I didn't plan it. I just wanted to comment that from an outside perspective, not having any information about this before this meeting, this council and this community are very dysfunctional. It feels like a high school. I grew up in a town that was smaller than this, and I am very, very familiar with how close knit it is and how that can also lead to drama. But it can also lead to being very close with each other, And I just implore you, like, this is a mess, and no one would want to come into this. And I want to love this community that I just joined. So maybe try to set aside your

differences, figure it out, both the council and the community, because there was a lot of hatred up here too. So that's all I wanted to say. Thank you.

Megan Friedrich (26694 East Cullen Road) I, like this young lady that was just up here, was not planning on speaking. So I am also a little nervous, but I am sad, I'm heartbroken. I'm embarrassed for the city. I hate seeing what's all over the news. It makes me sad to see our town divided over politics. City council should not be politics. It shouldn't be politicking. And what frustrates me the most is this is happening on social media. And mayor Carnahan, you're starting it. That's what's frustrating. And I do think we expect more from everyone that everyone. We need to be mindful of what we say online. We need to be mindful of our perceptions. But when we are I'm an executive marketing professional. We have to be mindful of our roles what we say. And I do think you have accountability and are not owning up to it, and that's really frustrating. So that's all I have to say. Thank you.

Greg Peterson (4571 Upper Roy Lake Road) And I've been a citizen of Nisswa for 73 years. And I would just like to say that there was some talk of we know who to vote for next time the votes come around. Well, would just like to remind everybody to be sure you Google the people you vote for and know the history of who you're voting for before you vote them, and that would alleviate a lot of the problems that we're having. Thank you.

3. Local Option Sales Tax

Council Member Zahn reported that after meeting with state representatives Josh and Carrie Heintzeman, it became clear that without unanimous council support, advancing a local option sales tax would be difficult at the state legislature level.

He explained that the sales tax had been proposed as a way to generate revenue from visitors to the area, potentially helping to offset future road bond costs. He noted that a 0.2-mile difference between proposed sites had been cited as significant by Verizon, and that the county already has a successful sales tax for road improvements generating $4-6 million annually.

Motion to rescind the previous approval of advancing the local option sales tax. Moved by Council Member Zahn; Seconded by Council Member Froehle. Motion carried unanimously.

4. EDA Discussion/Determination

Tyler Glenn, Executive Director of the area economic development corporation, presented information about reestablishing an Economic Development Authority (EDA) in Nisswa. He explained that an EDA would provide the city with additional powers, including the ability to own property, issue bonds, and potentially levy taxes (though not required).

Mr. Glenn suggested that an EDA could help develop the city-owned land with mixed uses, including residential and commercial purposes. He noted that establishing an EDA requires a minimum of three members, which could be council members or citizens.

The City Attorney recommended having a special meeting to further discuss the specific goals and scope of the EDA to help shape the enabling resolution.

Motion to instruct the City Attorney to draft a resolution for an Economic Development Authority. Moved by Council Member Zahn; Seconded by Council Member London. Motion carried unanimously.

The council agreed to schedule a special meeting or workshop in January to further discuss details about the EDA's structure and focus.

G. New Business

1. Brainerd Jaycees use of City Property

A representative from the Brainerd Jaycees requested approval to use the old Stuart Mills lot south of the Holiday Gas Station for parking and shuttling to their events, noting they would plow and clean the area.

Motion to approve Brainerd JCs use of city property as presented. Moved by Council Member Froehle; Seconded by Council Member London Motion carried unanimously.

2. Brainerd Jaycees Temporary Liquor License

The Jaycees also requested approval for a temporary liquor license for their kickoff party at Grand View Lodge.

Motion to approve the temporary liquor license for the Brainerd JCs. Moved by Council Member Zahn; Seconded by Councilmember London. Motion carried unanimously.

3. Verizon (moved to item G. 20)

4. Big Axe Brewing Small Packaging Liquor License

Motion to approve the Big Axe Brewing small packaging liquor license as presented. Moved by Council Member Zahn; Seconded by Council Member Froehle. Motion carried unanimously.

5. Planning & Zoning – Commission Appointment

Steven from Planning and Zoning presented a recommendation to appoint Aaron Basement to the Planning Commission and Board of Adjustment following interviews with several candidates.

Motion to approve the Planning Commission's recommendation to appoint Aaron Basement as its new member. Moved by Council Member Zahn; Seconded by Council Member London. Motion carried unanimously.

6. Lani Benefits Request

Lonnie Thomsen, a 40-year employee of the city, requested to reduce her hours from 40 to 32 per week while maintaining her benefits. She explained that after working for the city for four decades, she was tired but couldn't afford to lose her benefits.

Maggi reported that the city's labor attorney had advised against providing full-time benefits to part-time employees as it could establish an unintended precedent. Discussion focused on finding a solution that recognized Lonnie's service while addressing policy concerns.

The council agreed to table the issue until the January meeting, with the Liquor Committee working with staff to develop a recommendation.

7. Liquor – Credit Card Fees

Brian from Spirits of Nisswa presented information on credit card fees. He recommended against passing credit card fees on to customers, noting that major retailers don't use this practice, and it could make Nisswa less competitive. He emphasized that Spirits aims to maintain fair pricing while providing good customer service.

The council agreed with Brian's recommendation not to implement a credit card fee for customers.

8. Police - Joint Prosecution Agreement

The Chief of Police presented the joint prosecution agreement for traffic offenses and misdemeanor criminal offenses, split three ways between Brainerd, Baxter, and Nisswa. It was noted that the council had received an email from a community member with concerns about this agreement.

Motion to proceed with the police joint prosecution agreement. Moved by Council Member Zahn; Seconded by Council Member Froehle. Motion carried unanimously.

9. Sewer –Resolution Adopting Increase in Sewer Rates for 2026

Tom, Director of Public Works, presented a 2.5% increase in sewer rates for 2026, which would raise the quarterly rate from $214.78 to $220.15 per ERC. Connection fees were held flat for the higher tier at $16,000 but would increase for the lower tier from $11,850 to $12,250.

Motion to approve the resolution adopting increase in sewer rates for 2026 as presented. Moved by Council Member Froehle; Seconded by Council Member London. Motion carried unanimously.

10. Sewer – Lift Station 7

Tom explained that the pumps at Lift Station 7 needed repair, and recommended refurbishing pumps salvaged from Lift Station 3 at a cost of $16,755, rather than purchasing new pumps at $21,000 each.

Motion to approve the sewer lift station number 7 repairs as proposed. Moved by Council Member Zahn; Seconded by Council Member London. Motion carried unanimously.

11. Public Works – BUILD Grant 371

Tom provided information about the BUILD grant, which could fund improvements to several intersections along Highway 371. He noted that while no council action was needed at this time, the city would likely be asked to provide a letter of support for the county's grant application in the future.

12. Park – Safe Streets and Roads for All (SS4A) Program

The council was asked to reaffirm Nisswa's support for the Safe Streets and Roads for All program led by the City of Crosslake. This multi-community effort could potentially result in future funding, with no cost to the city for participation.

Motion to approve the resolution for co-applicant on the SS4A grant funded Brainerd Lakes Area Volunteer Users Plan as presented. Moved by Council Member Froehle; Seconded by Council Member Zahn. Motion carried unanimously.

13. Park – Engineering for Nisswa City Park Update/Revise Scope

Bruce from the Parks Commission requested council approval to move forward with engineering for the playground and pickleball court designs at Nisswa City Park. He explained that detailed plans were needed for the DNR grant application due March 31 and would also help with fundraising efforts. Dave clarified that they could use the existing engineering agreement with some modifications, likely without additional costs.

Motion to move forward with engineering for the playground pickleball courts following the footprint of the park master plan as presented. Moved by Council Member Froehle; Seconded by Council Member London. Motion carried unanimously.

14. Park – Transfer funds to the Parks from Reserves

Maggi explained that the Parks Commission was applying for a DNR outdoor recreation grant for up to $350,000 and sought funds to begin improvements to the park regardless of whether the grant was received. The primary focus would be on replacing the playground, with pickleball courts as a secondary priority.

Motion to approve the transfer of $500,000 from the liquor fund to the Parks Reserve. Moved by Councilmember Zahn; Seconded by Mayor Carnahan Motion carried unanimously.

15. Resolution Approving Final 2025 Tax Levy Collectible in 2026

Maggi presented the final 2025 tax levy of $3,721,786, representing a decrease of 0.28% from the previous year.

Motion to approve the resolution approving the final 2025 tax levy collectible in 2026. Moved by Council Member Froehle; Seconded by Councilmember Zahn Motion carried unanimously.

16. Resolution Adopting the City of Nisswa Budget for the Calendar Year 2026

Motion to approve the resolution adopting the City of Nisswa budget for the calendar year 2026 as presented. Moved by Council Member Zahn; Seconded by Council Member London. Motion carried unanimously.

17. Widseth 2026 Fee Schedule

Dave explained that the fee schedule included a 2.5% increase to account for inflation, which Councilmember Zahn noted was reasonable compared to industry standards.

Motion to approve Widseth's 2026 fee schedule as presented. Moved by Council Member Froehle; Seconded by Council Member Zahn. Motion carried unanimously.

18. 2026 Fee Schedule

Maggi presented the city's administrative fee schedule, noting changes to the community center rates and ice resurfacing costs.

Motion to approve the 2026 fee schedule as presented. Moved by Council Member Froehle; Seconded by Council Member London. Motion carried unanimously.

19. MN Paid Family Leave Policy

Maggi presented the Minnesota Paid Leave policy, explaining that while the city is required to contribute at least 50% of the cost, the council needed to determine whether the city would pay the entire amount or have employees contribute.

Motion to approve the Minnesota paid leave policy as presented. Moved by Council Member Froehle; Seconded by Council Member London. Motion carried unanimously.

20. 2025 Budget Fund Transfers

Maggi explained the annual transfers to investments and capital reserves for various departments, including public works, cemetery, sewer, fire, and planning and zoning.

Motion to approve the 2025 budget fund transfers as presented. Moved by Council Member Zahn; Seconded by Council Member London. Motion carried unanimously.

Verizon Cell Tower Appeal

The council heard an appeal filed by 33 residents regarding the Planning Commission's approval of six variances for a Verizon cell tower near the fire station.

Steven from Planning & Zoning provided background on the project, noting it had been discussed since 2016-2017, with the fire hall location being considered after earlier plans for a different site were deemed problematic.

Paula West (25839 Trailside Run), representing the petitioners, explained that many residents were unaware of the project until receiving notice just before the Planning Commission hearing. She expressed concern about the six variances approved, including height (190 feet instead of 150 feet), impervious surface coverage (42% instead of 15%), and various setback reductions. She argued the tower would negatively impact Nisswa's small-town character and questioned whether all alternatives had been fully explored.

Roger Landers (26587 Edna Lake Road), a former Planning Commission member, questioned why the city was dealing only with Verizon and whether other solutions like antenna boosters had been considered. He also raised concerns about FAA approval given the nearby medevac helicopter landing area.

Pete Steiger (25873 Trailside Run) suggested using the 371 property instead and noted concerns about potential medical equipment interference at the assisted living facility.

Tammy Hartman from Verizon stated that the company operates its equipment well below FCC safety limits and noted that local jurisdictions don't have authority over RF safety concerns, which fall under FCC jurisdiction.

After discussion and public comment, the council decided to continue the matter to February to allow for further review of the extensive documentation.

Motion to table this item and propose a continuation to the February regular city council meeting. Moved by Council Member Zahn; Seconded by Council Member London. Motion carried unanimously.

21. Recommendation to move to Closed Session

Motion to move to closed session pursuant to Minnesota Statute 13D.03 for union negotiations. Moved by Council Member Froehle; Seconded by Council Member London. Motion carried unanimously.

The council moved into closed session at 9:45 P.M.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

CITY OF NISSWA
MINUTES – TRUTH IN TAXATION SPECIAL MEETING
MONDAY, DECEMBER 16, 2025 – 6:00 P.M.
NISSWA CITY HALL

Members present: Jennifer Carnahan, Mark Froehle, Bruce London, Jesse Zahn.
Other Members Present: none.
Members absent: Joe Hall.
City staff present: Maggi Wentler, Interim City Administrator; Steven Timblin, Planning & Zoning; Brian Farrell, Spirits Manager; Tom Blomer, Public Works.
Audience members: 29 members of the public were present.

A. Call to Order

Mayor Jennifer Carnahan called the City of Nisswa Public Information/Truth in Taxation Meeting to order at 6:00 PM on Tuesday, December 16, 2025. She noted that Council Member Joe Hall would be joining remotely from Colorado, but he was not able to connect in time for the meeting.

B. Review of Proposed 2026 Budget and 2025 Pay 2026 Levy

Finance Specialist and Interim Administrator Maggi presented an overview of the proposed 2026 budget and levy. She explained that the preliminary levy was set in September at 6.04% above the 2025 levy, but after adjustments, the current proposed levy sits at 4.23% above last year.

Maggi provided a summary of the budget process that began in April with different budget scenarios including a flat budget, a 7-10% cut scenario, and needs-based projections. She noted that the proposed budget is $3,890,289, which represents an increase of approximately $115,000 (just over 3%) from 2025. For context, she mentioned the Midwest region's inflation (CPI) average through September was 2.83%.

The presentation included charts showing revenue sources (with property taxes making up 82% of revenue) and expense categories (with public works and police being the largest expense categories). Maggi also highlighted that the Pickle and Spirits businesses contribute $290,000 from their profits to offset the levy.

Mayor Carnahan shared concerns about the fiscal direction of Minnesota, noting she had signed a letter with other area mayors expressing frustration with the state's fiscal policies. She pointed out that neighboring communities like Cross Lake and Pequot Lakes had set their final tax levies at 0.22% and 0.96% respectively. The Mayor suggested that Nisswa should aim for a levy increase of less than 1%, which would require cutting approximately $75,000-$90,000 from the current proposal or potentially using reserves from the "rainy day fund."

C. Public Comment

Several residents provided comments and questions:

Kent Wilkening (25201 Birch and Pine Lane) inquired about specific budget increases in government buildings ($67,265), police department ($23,764), fire administration ($18,000), and public works ($13,000). Maggi explained that the government buildings increase primarily related to technology upgrades and security enhancements totaling about $54,000. Police increases were for records

management systems and security improvements, while fire administration increases were for equipment replacement savings. The public works increase was mainly for wages.

Sandy Podhoff (6053 Shady Acres Court) sought clarification on the $290,000 contribution from the Pickle and Spirits operations, which Maggi explained was already accounted for as an interfund transfer in the expense calculations.

Robert Fear asked about the budget development process and whether department heads were ever asked to present scenarios with cuts or flat budgets. Council Member Zahn explained that the council had requested three scenarios from departments in April/May: a 10% cut, a flat scenario, and a needs-based wish list.

Jim Starkey (25997 Highland Avenue) expressed concern that while the city levy was increasing by only 4%, many residents were seeing 16-20% increases in their tax bills due to property valuations. Maggi clarified that the city was not collecting more than the set levy amount of $3.9 million, but that the county's property valuation process resulted in disproportionate distribution of the tax burden.

Brandon Hedlin asked about the city's discretionary funds. Council members and Maggi explained that the city had approximately $7.6 million in total cash as of August 31, 2025, with various portions assigned to specific purposes. They noted that about $1.1 million was in excess profits from the liquor operations, and approximately $1.3-1.4 million was allocated for public works and road projects.

D. Adjourn

After discussion among council members about budget reduction options, Council Member Zahn proposed potential cuts totaling $168,503 that could result in a levy decrease of 0.28% rather than an increase. These cuts included:

- Removing budgeted benefits for the deputy clerk position ($18,270)
- Removing budgeted benefits for the planning and zoning director
- Reducing the investment purchase for roads and public works ($96,963)
- Reducing county and state road project savings from $50,000 to $25,000
- Eliminating the employee recognition program ($6,000)
- Removing $4,000 from the cemetery fund

Council members expressed support for these proposed reductions, with the final vote to be taken at the regular council meeting at 7:00 PM.

Motion to adjourn was made by Council Member Zahn and seconded by Council Member Froehle. The motion carried unanimously.

The meeting was adjourned at 6:51 P.M.

Respectfully Submitted,

Jennifer Carnahan, Mayor

Maggi Wentler, Interim City Administrator

PERSONNEL UPDATES

Jan-26

Hires

Name	Position	Dept	Employee Type	Effective	Pay Rate	Notes
Jane Mishaud	Deputy Clerk	Admin	Full-Time	1/6/2026	30.95	

Position Changes

Name	Position	Dept	Employee Type	Effective	Pay Rate	Notes

Departures

Name	Position	Dept	Employee Type	Effective	Pay Rate	Notes
Noah Kronstedt	Volunteer Firefighter	Fire	Volunteer	2/14/2024		

Leaves

Name	Position	Dept	Employee Type	Leave Start Date	Leave End Date	Notes

Check Issue Date	Check Number	Payee	Amount
12/27/2025	156193	GAMMELLO - PEARSON, PLLC	8,079.00- V
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	25,042.09
12/02/2025	156284	AAA EQUIPMENT CENTER	300.00
12/02/2025	156285	AFLAC	434.70
12/02/2025	156286	AMERICAN WELDING & GAS INC	68.35
12/02/2025	156287	ARTISAN BEER COMPANY	292.35
12/02/2025	156288	AXON ENTERPRISE, INC.	5,784.00
12/02/2025	156289	BERNICKS	5,629.95
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRITS	11,744.53
12/02/2025	156291	C & L DISTRIBUTING	6,379.05
12/02/2025	156292	CALIBRATION AND CONTROLS INC	1,478.00
12/02/2025	156293	CARDMEMBER SERVICES	5,822.77
12/02/2025	156294	CINTAS CORP	398.80
12/02/2025	156295	CODY JOSEPH LENDWAY	520.00
12/02/2025	156296	CROW WING COOPERATIVE POWER & LIGHT CO	1,557.19
12/02/2025	156297	CROW WING COUNTY LAND SERVICES	100.00
12/02/2025	156298	CTC	1,680.98
12/02/2025	156299	D & D BEVERAGE LLC	10,875.45
12/02/2025	156300	DAVID DROWN ASSOCIATES, INC.	600.00
12/02/2025	156301	DECHANTAL EXCAVATING LLC	43,003.00
12/02/2025	156302	DELTA DENTAL	841.13
12/02/2025	156303	ESSENTIA HEALTH BRAINERD SPECIALTY CLINI	63.00
12/02/2025	156304	F.I.R.E. FIRE INSTRUCTION & RESCUE EDUCA	2,000.00
12/02/2025	156305	FIDELITY SECURITY LIFE - ATTN: A/R	61.41
12/02/2025	156306	GRANITE CITY JOBBING CO INC	3,553.77
12/02/2025	156307	HEARTLAND TIRE INC.	813.99
12/02/2025	156308	HEGGIES PIZZA LLC	750.80
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY INC	39,716.02
12/02/2025	156310	LANDWEHR CONSTRUCTION INC	97,583.23
12/02/2025	156311	LAURIE ATWATER	100.00
12/02/2025	156312	MADISON NATIONAL LIFE INSURANCE CO INC	1,348.68
12/02/2025	156313	MAINTAIN X INC	75.95
12/02/2025	156314	MED COMPASS	2,360.00
12/02/2025	156315	MEDICA INSURANCE COMPANY	19,709.52
12/02/2025	156316	METRO SALES, INC.	222.52
12/02/2025	156317	MILLS MOTOR, INC.	757.04
12/02/2025	156318	MINNESOTA POWER	11,178.81
12/02/2025	156319	MINNESOTA PUBLIC EMPLOYEES ASSOC.	360.00
12/02/2025	156320	OLD DUTCH FOODS, INC.	77.74
12/02/2025	156321	PAUSTIS WINE COMPANY	1,644.01
12/02/2025	156322	PHILLIPS WINE & SPIRITS	13,086.09
12/02/2025	156323	SCHAEFERS FOODS	527.89
12/02/2025	156324	SIGNATURE CONCEPTS INC	2,909.08
12/02/2025	156325	S-N-K CAR WASH & OIL CHANGE	146.06
12/02/2025	156326	SPIRIT MOVEMENT DANCE STUDIO LLC	300.00
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	3,615.94
12/02/2025	156328	TEAMSTERS JOINT COUNCIL 32 HEALTH FUND	9,666.00
12/02/2025	156329	TEAMSTERS LOCAL UNION #346	401.00
12/02/2025	156330	THE HOME CITY ICE COMPANY	101.82
12/02/2025	156331	THE WINE COMPANY	1,428.56
12/02/2025	156332	U.S. BANK EQUIPMENT FINANCE	204.08
12/02/2025	156333	ULINE, INC	197.23
12/02/2025	156334	VIKING COCA COLA BOTTLING CO.	1,153.10
12/02/2025	156335	VINOCOPIA INC	580.68
12/02/2025	156336	WIDSETH SMITH NOLTING AND ASSOCIATES INC	3,410.00
12/02/2025	156337	WINE MERCHANTS	3,564.21
12/02/2025	156338	XCEL ENERGY	1,323.77

Check Issue Date	Check Number	Payee	Amount
12/04/2025	156339	PETTY CASH	200.00
12/04/2025	156340	SCHAEFERS OF NISSWA LIMITED	8,923.40
12/22/2025	156341	AMERICAN WELDING & GAS INC	67.82
12/22/2025	156342	ARTISAN BEER COMPANY	413.90
12/22/2025	156343	AXON ENTERPRISE, INC.	622.12
12/22/2025	156344	BELLBOY CORPORATION	2,304.31
12/22/2025	156345	BERNICKS	7,789.10
12/22/2025	156346	BEST OIL COMPANY	3,144.58
12/22/2025	156347	BRAINERD LAKES AREA ECON DEV CORP	1,675.00
12/22/2025	156348	BRAINERD TRUCK AND TRAILER	1,134.51
12/22/2025	156349	BRANDON COMMUNICATIONS	7,230.03
12/22/2025	156350	BREAKTHRU BEVERAGE MN WINE & SPIRITS	5,960.12
12/22/2025	156351	BUREAU OF CRIM. APPREHENSION	90.00
12/22/2025	156352	C & L DISTRIBUTING	17,165.45
12/22/2025	156353	CENTRAL MCGOWAN	68.72
12/22/2025	156354	CITY OF BREEZY POINT	178.11
12/22/2025	156355	CLIMATE MAKERS, INC	573.00
12/22/2025	156356	CODY JOSEPH LENDWAY	840.00
12/22/2025	156357	COLLINS BROTHERS TOWING OF ST., IN	824.11
12/22/2025	156358	CROW WING COOPERATIVE POWER & LIGHT CO	217.93
12/22/2025	156359	CROW WING COUNTY LAND SERVICES	200.00
12/22/2025	156360	CTC	1,665.20
12/22/2025	156361	CULLIGAN WATER CONDITIONING	40.90
12/22/2025	156362	D & D BEVERAGE LLC	21,351.29
12/22/2025	156363	DIAMOND INDUSTRIAL CLEANING EQUIPMENT	259.95
12/22/2025	156364	FINKEN WATER INC	89.98
12/22/2025	156365	FIRE SAFETY USA, INC	2,197.95
12/22/2025	156366	FLAHERTY & HOOD, P.A.	2,778.75
12/22/2025	156367	FYLE'S SATELLITES, INC.	825.00
12/22/2025	156368	GALLS PARENT HOLDINGS LLC	673.15
12/22/2025	156369	GHA TECHNOLOGIES INC	1,133.94
12/22/2025	156370	GLS PROMOTIONS LLC	677.00
12/22/2025	156371	GOPHER STATE ONE-CALL, INC	58.05
12/22/2025	156372	GRANITE CITY JOBBING CO INC	4,489.92
12/22/2025	156373	GREENHECK AUTO GLASS, INC.	500.00
12/22/2025	156374	HEGGIES PIZZA LLC	1,326.25
12/22/2025	156375	INNOVATIVE OFFICE SOLUTIONS LLC	494.80
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY INC	10,187.77
12/22/2025	156377	LAURA MIDDELSTADT	100.00
12/22/2025	156378	MARGE HINES	100.00
12/22/2025	156379	METRO SALES, INC.	1,054.83
12/22/2025	156380	MINNESOTA MUNICIPAL BEVERAGE ASSOCATION	3,700.00
12/22/2025	156381	MINNESOTA POWER	8,729.03
12/22/2025	156382	MINNESOTA PUBLIC EMPLOYEES ASSOC.	360.00
12/22/2025	156383	NAPA AUTO PARTS BAXTER	203.45
12/22/2025	156384	NISSWA AUTOMOTIVE, INC.	736.50
12/22/2025	156385	NISSWA HARDWARE LLC	436.52
12/22/2025	156386	NORTH STAR FIREWORKS	100.00
12/22/2025	156387	NORTHLAND FROZEN PIZZA INC	842.00
12/22/2025	156388	PAULA FINNEY	144.00
12/22/2025	156389	PEOPLES SECURITY COMPANY INC	1,800.00
12/22/2025	156390	PFM FINANCIAL ADVISORS LLC	6,500.00
12/22/2025	156391	PHILLIPS WINE & SPIRITS	11,777.43
12/22/2025	156392	PREFERRED PUMP & EQUIPMENT, LP	296.30
12/22/2025	156393	SAFE-FAST, INC.	812.84
12/22/2025	156394	SIGNATURE CONCEPTS INC	4,302.35
12/22/2025	156395	S-N-K CAR WASH & OIL CHANGE	255.36

Check Issue Date	Check Number	Payee	Amount
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	19,420.97
12/22/2025	156397	ST. LOUIS MRO INC.	25.00
12/22/2025	156398	STREICHER'S, INC.	2,007.98
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	3,090.64
12/22/2025	156400	TAMI LU SMITH	600.00
12/22/2025	156401	TED SCHAEFER	350.00
12/22/2025	156402	THE HOME CITY ICE COMPANY	142.90
12/22/2025	156403	THE OUTREACH PROGRAM	100.00
12/22/2025	156404	THE WAGON LLC DBA HONEY WAGON	5,930.00
12/22/2025	156405	THOMAS EVERETT GRIMSLEY	118.00
12/22/2025	156406	VERIZON	408.87
12/22/2025	156407	WASTE PARTNERS INC	982.56
12/22/2025	156408	WINE MERCHANTS	1,811.80
12/22/2025	156409	XTONA	2,996.60
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	18,697.00
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATES INC	150,599.85
12/31/2025	156412	A.W. RESEARCH LABORATORIES, INC	68.40
12/31/2025	156413	AERCOR INC	3,891.07
12/31/2025	156414	AFLAC	434.70
12/31/2025	156415	ARTISAN BEER COMPANY	2,395.25
12/31/2025	156416	BELLBOY CORPORATION	593.74
12/31/2025	156417	BERNICKS	6,392.17
12/31/2025	156418	BIG AXE BREWING COMPANY LLC	1,047.59
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRITS	12,930.04
12/31/2025	156420	C & L DISTRIBUTING	15,871.28
12/31/2025	156421	CARDMEMBER SERVICES	3,221.21
12/31/2025	156422	CENTRAL MCGOWAN	172.38
12/31/2025	156423	CHRISTMAS FOR KIDS	100.00
12/31/2025	156424	CHRISTOPHER BESETT	753.94
12/31/2025	156425	CINTAS CORP	598.20
12/31/2025	156426	CODY JOSEPH LENDWAY	240.00
12/31/2025	156427	COLUMN SOFTWARE PBC	101.18
12/31/2025	156428	CROW WING COUNTY LAND SERVICES	92.00
12/31/2025	156429	D & D BEVERAGE LLC	27,389.40
12/31/2025	156430	DELL MARKETING LP	2,679.38
12/31/2025	156431	DRASTIC BREWING LLC	340.00
12/31/2025	156432	ELECTRIC PUMP INC	53,009.01
12/31/2025	156433	FERRELLGAS LP	140.10
12/31/2025	156434	FIRST SUPPLY LLC	1,063.58
12/31/2025	156435	GRANITE CITY JOBBING CO INC	2,502.91
12/31/2025	156436	HEGGIES PIZZA LLC	645.45
12/31/2025	156437	HEIDI KLEIN	100.00
12/31/2025	156438	HILLYARD INC	939.83
12/31/2025	156439	IP NETWORKS, INC.	545.00
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY INC	42,536.44
12/31/2025	156441	KA MECHANICAL	853.83
12/31/2025	156442	KIMBER CREEK FORD	862.38
12/31/2025	156443	LEAGUE OF MINNESOTA CITIES	390.00
12/31/2025	156444	LITTLE FALLS MACHINE, INC.	5,566.48
12/31/2025	156445	MATTSON LUMBER COMPANY	34.97
12/31/2025	156446	MCCOY CONSTRUCTION & FORESTRY, INC.	321.61
12/31/2025	156447	MINNESOTA POWER	2,030.30
12/31/2025	156448	NISSWA CHAMBER OF COMMERCE	56.26
12/31/2025	156449	NORTHLAND FROZEN PIZZA INC	210.80
12/31/2025	156450	OLD DUTCH FOODS, INC.	77.74
12/31/2025	156451	PAUSTIS WINE COMPANY	1,946.75
12/31/2025	156452	PETTY CASH	20.00

Check Issue Date	Check Number	Payee	Amount
12/31/2025	156453	PHILLIPS WINE & SPIRITS	13,192.95
12/31/2025	156454	PSTRAX	1,604.80
12/31/2025	156455	RASINSKI TOTAL DOOR SERVICE LLC	2,473.47
12/31/2025	156456	RITE ENTERPRISES, INC	1,320.71
12/31/2025	156457	SCHAEFERS FOODS	655.20
12/31/2025	156458	S-N-K CAR WASH & OIL CHANGE	53.05
12/31/2025	156459	SOMA ENTERTAINMENT	880.00
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	11,605.24
12/31/2025	156461	SUPERIOR MECHANICAL	1,872.50
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	3,013.67
12/31/2025	156463	TEAM LABORATORY CHEMICAL, LLC	915.00
12/31/2025	156464	TEAMSTERS JOINT COUNCIL 32 HEALTH FUND	9,666.00
12/31/2025	156465	THE HOME CITY ICE COMPANY	217.80
12/31/2025	156466	THE WINE COMPANY	2,280.82
12/31/2025	156467	U.S. BANK EQUIPMENT FINANCE	204.08
12/31/2025	156468	VESTIS GROUP, INC	118.02
12/31/2025	156469	VIKING COCA COLA BOTTLING CO.	1,904.35
12/31/2025	156470	VINOCOPIA INC	1,500.74
12/31/2025	156471	WINE MERCHANTS	5,563.73
12/31/2025	156472	WINEBOW INC	616.74
12/31/2025	156473	XCEL ENERGY	3,145.66
12/31/2025	156474	ZIEGLER INC.	7,272.83
Grand Totals:			960,612.96

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title	
DELL MARKETING LP							
12/31/2025	156430	DELL MARKETING LP	NEW LAPTOP - DEPUTY CLERK	1,464.36	120-41425-570	CR:CLERK OFFICE EQUIPMENT	
Total DELL MARKETING LP:				1,464.36			
GAMMELLO - PEARSON, PLLC							
12/27/2025	156193	GAMMELLO - PEARSON, PLLC	2025-2026 ROAD BOND MATTERS	3,183.00-	465-41910-300	PROFESSIONAL SERVICES	V
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	2025-2026 ROAD BOND MATTERS	5,685.00	465-41910-300	PROFESSIONAL SERVICES	
Total GAMMELLO - PEARSON, PLLC:				2,502.00			
LANDWEHR CONSTRUCTION INC							
12/02/2025	156310	LANDWEHR CONSTRUCTION INC	GLT PHASE 2 PAY APPLICATION 6	97,583.23	471-45140-300	GLT PROFESSIONAL FEES	
Total LANDWEHR CONSTRUCTION INC:				97,583.23			
WIDSETH SMITH NOLTING AND ASSOCIATES INC							
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	2025 STREET IMPROVEMENTS	18,045.00	465-41910-300	PROFESSIONAL SERVICES	
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	GULL LAKE TRAIL PHASE 4B	22,719.30	471-45140-300	GLT PROFESSIONAL FEES	
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	2025 STREET IMPROVEMENTS	7,090.00	465-41910-300	PROFESSIONAL SERVICES	
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	GULL LAKE TRAIL PHASE 4B	6,256.50	471-45140-300	GLT PROFESSIONAL FEES	
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	GULL LAKE TRAIL PHASE 4B	17,552.00	471-45140-300	GLT PROFESSIONAL FEES	
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	GULL LAKE TRAIL PHASE 4B	5,370.00	471-45140-300	GLT PROFESSIONAL FEES	
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	GULL LAKE TRAIL PHASE 4B	17,561.25	471-45140-300	GLT PROFESSIONAL FEES	
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	2027 STREET IMPROVEMENTS	23,001.50	465-41910-300	PROFESSIONAL SERVICES	
Total WIDSETH SMITH NOLTING AND ASSOCIATES INC:				117,595.55			
Total :				219,145.14			

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Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
COMMUNITY CENTER						
CLIMATE MAKERS, INC						
12/22/2025	156355	CLIMATE MAKERS, INC	PREVENTTIVE MAINTENANCE 6/1/25-5/31/26	573.00	220-41940-400	CC REPAIRS & MAINT - CONTRA
Total CLIMATE MAKERS, INC:				573.00		
COMMUNITY CENTER REFUND						
12/02/2025	156311	LAURIE ATWATER	SECURITY DEPOSIT REFUND	100.00	220-41940-810	CC REFUNDS & REIMBURSEMENTS
12/22/2025	156377	LAURA MIDDELSTADT	SECURITY DEPOSIT REFUND	100.00	220-41940-810	CC REFUNDS & REIMBURSEMENTS
12/22/2025	156378	MARGE HINES	SECURITY DEPOSIT REFUND	100.00	220-41940-810	CC REFUNDS & REIMBURSEMENTS
12/22/2025	156386	NORTH STAR FIREWORKS	SECURITY DEPOSIT REFUND	100.00	220-41940-810	CC REFUNDS & REIMBURSEMENTS
12/22/2025	156401	TED SCHAEFER	SECURITY DEPOSIT REFUND MINUS CLEANING	350.00	220-41940-810	CC REFUNDS & REIMBURSEMENTS
12/22/2025	156403	THE OUTREACH PROGRAM	SECURITY DEPOSIT REFUND	100.00	220-41940-810	CC REFUNDS & REIMBURSEMENTS
12/31/2025	156423	CHRISTMAS FOR KIDS	SECURITY DEPOSIT REFUND	100.00	220-41940-810	CC REFUNDS & REIMBURSEMENTS
12/31/2025	156437	HEIDI KLEIN	SECURITY DEPOSIT REFUND	100.00	220-41940-810	CC REFUNDS & REIMBURSEMENTS
Total COMMUNITY CENTER REFUND:				1,050.00		
CTC						
12/02/2025	156298	CTC	COMM CENTER INTERNET	80.00	220-41940-320	CC COMMUNICATION
12/22/2025	156360	CTC	COMM CENTER INTERNET	80.00	220-41940-320	CC COMMUNICATION
Total CTC:				160.00		
HILLYARD INC						
12/31/2025	156438	HILLYARD INC	COMM CTR SUPPLIES	474.80	220-41940-220	CC REPAIR & MAINT SUPPLIES
Total HILLYARD INC:				474.80		
MINNESOTA POWER						
12/02/2025	156318	MINNESOTA POWER	25628 MAIN ST COMMUNITY CENTER	461.68	220-41940-380	CC UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	25628 MAIN ST COMMUNITY CENTER	335.96	220-41940-380	CC UTILITY SERVICES
Total MINNESOTA POWER:				797.64		
WASTE PARTNERS INC						
12/22/2025	156407	WASTE PARTNERS INC	GARBAGE - COMM. CENTER	211.93	220-41940-437	CC OTHER/SALES TAX
Total WASTE PARTNERS INC:				211.93		

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
XCEL ENERGY						
12/02/2025	156338	XCEL ENERGY	COMMUNITY CENTER	149.27	220-41940-380	CC UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	COMMUNITY CENTER	301.82	220-41940-380	CC UTILITY SERVICES
Total XCEL ENERGY:				451.09		
Total COMMUNITY CENTER:				3,718.46		

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
FIRE DEPARTMENT						
BRAINERD TRUCK AND TRAILER						
12/22/2025	156348	BRAINERD TRUCK AND TRAILER	2004 KENWORTH REPAIRS	1,134.51	210-42210-400	FD REPAIRS & MAINT - CONTRA
Total BRAINERD TRUCK AND TRAILER:				1,134.51		
BRANDON COMMUNICATIONS						
12/22/2025	156349	BRANDON COMMUNICATIONS	2 RADIOS	7,230.03	210-42210-219	FD RADIOS
Total BRANDON COMMUNICATIONS:				7,230.03		
CTC						
12/02/2025	156298	CTC	FIRE DEPT INTERNET	75.00	210-42210-320	FD COMMUNICATION
12/22/2025	156360	CTC	FIRE DEPT INTERNET	75.00	210-42210-320	FD COMMUNICATION
Total CTC:				150.00		
F.I.R.E. FIRE INSTRUCTION & RESCUE EDUCA						
12/02/2025	156304	F.I.R.E. FIRE INSTRUCTION & RESCUE EDU	LIVE BURN	2,000.00	210-42210-438	FD SCHOOL\TRAINING
Total F.I.R.E. FIRE INSTRUCTION & RESCUE EDUCA:				2,000.00		
FIRE SAFETY USA, INC						
12/22/2025	156365	FIRE SAFETY USA, INC	HELMENT	1,546.45	210-42210-217	FD UNIFORMS & EQUIPMENT
12/22/2025	156365	FIRE SAFETY USA, INC	RADIO HOLDER	651.50	210-42210-220	FD REPAIR & MAINTENANCE SUPPLI
Total FIRE SAFETY USA, INC:				2,197.95		
MED COMPASS						
12/02/2025	156314	MED COMPASS	BASIC PHYSICAL	2,360.00	210-42210-305	FD PROFESSIONAL SERVICES MEDIC
Total MED COMPASS:				2,360.00		
MINNESOTA POWER						
12/02/2025	156318	MINNESOTA POWER	25636 MAIN ST FIRE HALL	322.62	210-42210-380	FD UTILITY SERVICES
12/31/2025	156447	MINNESOTA POWER	25636 MAIN ST FIRE HALL	397.60	210-42210-380	FD UTILITY SERVICES
Total MINNESOTA POWER:				720.22		

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
NISSWA HARDWARE LLC						
12/22/2025	156385	NISSWA HARDWARE LLC	CABLE TIES	26.98	210-42210-220	FD REPAIR & MAINTENANCE SUPPLI
Total NISSWA HARDWARE LLC:				26.98		
PSTRAX						
12/31/2025	156454	PSTRAX	ANNUAL LICENSE VEHICLE MODULES	1,604.80	210-42210-433	FD DUES & SUBSCRIPTIONS
Total PSTRAX:				1,604.80		
S-N-K CAR WASH & OIL CHANGE						
12/02/2025	156325	S-N-K CAR WASH & OIL CHANGE	2023 RAM	89.41	210-42210-400	FD REPAIRS & MAINT - CONTRA
12/22/2025	156395	S-N-K CAR WASH & OIL CHANGE	2022 RAM 1500	45.00	210-42210-400	FD REPAIRS & MAINT - CONTRA
12/22/2025	156395	S-N-K CAR WASH & OIL CHANGE	2024 CHEVY	97.06	210-42210-400	FD REPAIRS & MAINT - CONTRA
Total S-N-K CAR WASH & OIL CHANGE:				231.47		
SPIRIT MOVEMENT DANCE STUDIO LLC						
12/02/2025	156326	SPIRIT MOVEMENT DANCE STUDIO LLC	TRAINING	300.00	210-42210-438	FD SCHOOL\TRAINING
Total SPIRIT MOVEMENT DANCE STUDIO LLC:				300.00		
XCEL ENERGY						
12/02/2025	156338	XCEL ENERGY	FIRE DEPARTMENT	278.85	210-42210-380	FD UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	FIRE DEPARTMENT	738.50	210-42210-380	FD UTILITY SERVICES
Total XCEL ENERGY:				1,017.35		
Total FIRE DEPARTMENT:				18,973.31		

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
GENERAL FUND						
AERCOR INC						
12/31/2025	156413	AERCOR INC	CITY HALL WIFI UPDATES	3,106.30	100-41940-400	REPAIRS & MAINTENANCE - CONTRA
Total AERCOR INC:				3,106.30		
AFLAC						
12/02/2025	156285	AFLAC	AFLAC PREMIUMS	434.70	100-22001	AFLAC
12/31/2025	156414	AFLAC	AFLAC PREMIUMS	434.70	100-22001	AFLAC
Total AFLAC:				869.40		
AXON ENTERPRISE, INC.						
12/02/2025	156288	AXON ENTERPRISE, INC.	AXON LICENSE EVIDENCE	5,784.00	100-42110-433	DUES & SUBSCRIPTIONS
12/22/2025	156343	AXON ENTERPRISE, INC.	PROLICENSE BUNDLE	622.12	100-42110-433	DUES & SUBSCRIPTIONS
Total AXON ENTERPRISE, INC.:				6,406.12		
BEST OIL COMPANY						
12/22/2025	156346	BEST OIL COMPANY	DIESEL FUEL	90.13	100-43140-210	OPERATING SUPPLIES
12/22/2025	156346	BEST OIL COMPANY	DIESEL FUEL	339.55	100-43140-210	OPERATING SUPPLIES
12/22/2025	156346	BEST OIL COMPANY	DIESEL FUEL	2,714.90	100-43140-210	OPERATING SUPPLIES
Total BEST OIL COMPANY:				3,144.58		
BRAINERD LAKES AREA ECON DEV CORP						
12/22/2025	156347	BRAINERD LAKES AREA ECON DEV CORP	2025 2ND HALF GOVER. FUNDING	1,675.00	100-46520-490	E.D. DONATIONS TO CIVIC ORGANI
Total BRAINERD LAKES AREA ECON DEV CORP:				1,675.00		
CARDMEMBER SERVICES						
12/02/2025	156293	CARDMEMBER SERVICES	COREY UNIFORM	118.30	100-43140-217	UNIFORMS & EQUIPMENT
12/02/2025	156293	CARDMEMBER SERVICES	FENCE	163.96	100-43140-220	REPAIR & MAINTENANCE SUPPLIES
12/02/2025	156293	CARDMEMBER SERVICES	FUEL	55.77	100-43140-210	OPERATING SUPPLIES
12/02/2025	156293	CARDMEMBER SERVICES	SILICONE	31.96	100-41940-220	REPAIR & MAINTENANCE SUPPLIES
12/02/2025	156293	CARDMEMBER SERVICES	POSTAGE, TRANSUNION, PUBLIC RELATIONS	193.84	100-42110-320	COMMUNICATION
12/02/2025	156293	CARDMEMBER SERVICES	TODD UNIFORM	492.91	100-42110-217	UNIFORMS & EQUIPMENT
12/02/2025	156293	CARDMEMBER SERVICES	DUSTIN MEALS TRAINING	29.58	100-42110-438	SCHOOL\TRAINING
12/02/2025	156293	CARDMEMBER SERVICES	RING SUB	10.73	100-42110-433	DUES & SUBSCRIPTIONS
12/02/2025	156293	CARDMEMBER SERVICES	FAN BLADE KIT	49.75	100-41940-220	REPAIR & MAINTENANCE SUPPLIES

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
12/02/2025	156293	CARDMEMBER SERVICES	LIGHTS/TOOLS	305.40	100-43140-220	REPAIR & MAINTENANCE SUPPLIES
12/02/2025	156293	CARDMEMBER SERVICES	RACK	560.80	100-43140-550	CAPITAL OUTLAY: VEHICLES
12/02/2025	156293	CARDMEMBER SERVICES	ADOBE	21.46	100-42110-200	OFFICE SUPPLIES
12/02/2025	156293	CARDMEMBER SERVICES	POSTAGE	66.71	100-42110-320	COMMUNICATION
12/02/2025	156293	CARDMEMBER SERVICES	DRUG TEST	124.12	100-42110-210	OPERATING SUPPLIES
12/02/2025	156293	CARDMEMBER SERVICES	ZOOM	171.69	100-41425-433	DUES & SUBSCRIPTIONS
12/02/2025	156293	CARDMEMBER SERVICES	PHONE CASES	53.86	100-43140-220	REPAIR & MAINTENANCE SUPPLIES
12/02/2025	156293	CARDMEMBER SERVICES	STAMPS	390.00	100-41425-320	COMMUNICATION
12/31/2025	156421	CARDMEMBER SERVICES	BUBB UNIFORM	100.56	100-43140-217	UNIFORMS & EQUIPMENT
12/31/2025	156421	CARDMEMBER SERVICES	HEX KEY, CALENDARS	139.19	100-43140-200	OFFICE SUPPLIES
12/31/2025	156421	CARDMEMBER SERVICES	TABLET, COVER	643.41	100-43140-220	REPAIR & MAINTENANCE SUPPLIES
12/31/2025	156421	CARDMEMBER SERVICES	TOM UNIFORM	52.49	100-43140-217	UNIFORMS & EQUIPMENT
12/31/2025	156421	CARDMEMBER SERVICES	POSTER STRIPS, TOASTER, TABLE	369.41	100-41940-220	REPAIR & MAINTENANCE SUPPLIES
12/31/2025	156421	CARDMEMBER SERVICES	TODD UNIFORM	231.56	100-42110-217	UNIFORMS & EQUIPMENT
12/31/2025	156421	CARDMEMBER SERVICES	TASER HOLSTER	86.00	100-42110-210	OPERATING SUPPLIES
12/31/2025	156421	CARDMEMBER SERVICES	BACKGROUND	25.00	100-42110-210	OPERATING SUPPLIES
12/31/2025	156421	CARDMEMBER SERVICES	TRANSUNION, RING	198.54	100-42110-433	DUES & SUBSCRIPTIONS
12/31/2025	156421	CARDMEMBER SERVICES	CRAIG UNIFORM	174.83	100-43140-217	UNIFORMS & EQUIPMENT
12/31/2025	156421	CARDMEMBER SERVICES	POSTAGE	19.02	100-42110-320	COMMUNICATION
12/31/2025	156421	CARDMEMBER SERVICES	FLOOR MATS	80.99	100-43140-220	REPAIR & MAINTENANCE SUPPLIES
12/31/2025	156421	CARDMEMBER SERVICES	PZ TRAINING	107.50	100-41910-438	SCHOOL\TRAINING
Total CARDMEMBER SERVICES:				5,069.34		
CITY OF BREEZY POINT						
12/22/2025	156354	CITY OF BREEZY POINT	DEFENSIVE TACTICS TRAINING	178.11	100-42110-438	SCHOOL\TRAINING
Total CITY OF BREEZY POINT:				178.11		
COLLINS BROTHERS TOWING OF ST., IN						
12/22/2025	156357	COLLINS BROTHERS TOWING OF ST., IN	2009 TOYOTA	268.44	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
12/22/2025	156357	COLLINS BROTHERS TOWING OF ST., IN	TOWING FOR 2020 MACK	555.67	100-43140-401	VEHICLE REPAIR & MAINT
Total COLLINS BROTHERS TOWING OF ST., IN:				824.11		
COLUMN SOFTWARE PBC						
12/31/2025	156427	COLUMN SOFTWARE PBC	PZ NOTICES	38.25	100-41910-300	PROFESSIONAL SERVICES
12/31/2025	156427	COLUMN SOFTWARE PBC	PZ NOTICES	62.93	100-41910-300	PROFESSIONAL SERVICES

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Total COLUMN SOFTWARE PBC:				101.18		
CROW WING COOPERATIVE POWER & LIGHT CO						
12/02/2025	156296	CROW WING COOPERATIVE POWER & LIGH	UTILITY - WOLF CHASE	134.09	100-43140-380	UTILITY SERVICES
12/02/2025	156296	CROW WING COOPERATIVE POWER & LIGH	LIGHT AT MIDDLE CULLEN AND CTY RD 18	1,375.00	100-43140-402	ROAD REPAIR & MAINT
12/22/2025	156358	CROW WING COOPERATIVE POWER & LIGH	CEMETERY UTILITIY	29.39	100-49010-380	UTILITY SERVICES
12/22/2025	156358	CROW WING COOPERATIVE POWER & LIGH	WOLF CHASE UTILITY	139.66	100-43140-380	UTILITY SERVICES
Total CROW WING COOPERATIVE POWER & LIGHT CO:				1,678.14		
CROW WING COUNTY LAND SERVICES						
12/02/2025	156297	CROW WING COUNTY LAND SERVICES	E911 ADDRESS ASSIGNMENTS	100.00	100-41910-300	PROFESSIONAL SERVICES
12/22/2025	156359	CROW WING COUNTY LAND SERVICES	E911 ADDRESS ASSIGNMENTS	200.00	100-41910-300	PROFESSIONAL SERVICES
12/31/2025	156428	CROW WING COUNTY LAND SERVICES	RECORDING FEE	46.00	100-41910-300	PROFESSIONAL SERVICES
12/31/2025	156428	CROW WING COUNTY LAND SERVICES	RECORDING FEE	46.00	100-41910-300	PROFESSIONAL SERVICES
Total CROW WING COUNTY LAND SERVICES:				392.00		
CTC						
12/02/2025	156298	CTC	P&Z PHONE	30.27	100-41910-320	COMMUNICATION
12/02/2025	156298	CTC	POLICE PHONES	157.10	100-42110-320	COMMUNICATION
12/02/2025	156298	CTC	ROADS PHONES & INTERNET	170.52	100-43140-320	COMMUNICATION
12/02/2025	156298	CTC	CLERK PHONES	93.29	100-41425-320	COMMUNICATION
12/02/2025	156298	CTC	GOVT BLDGS PHONES & INTERNET	352.40	100-41940-320	COMMUNICATION
12/22/2025	156360	CTC	P&Z PHONE	23.18	100-41910-320	COMMUNICATION
12/22/2025	156360	CTC	POLICE PHONES	156.03	100-42110-320	COMMUNICATION
12/22/2025	156360	CTC	ROADS PHONES & INTERNET	170.47	100-43140-320	COMMUNICATION
12/22/2025	156360	CTC	CLERK PHONES	88.31	100-41425-320	COMMUNICATION
12/22/2025	156360	CTC	GOVT BLDGS PHONES & INTERNET	352.48	100-41940-320	COMMUNICATION
Total CTC:				1,594.05		
CULLIGAN WATER CONDITIONING						
12/22/2025	156361	CULLIGAN WATER CONDITIONING	WATER	40.90	100-43140-210	OPERATING SUPPLIES
Total CULLIGAN WATER CONDITIONING:				40.90		
DAVID DROWN ASSOCIATES, INC.						
12/02/2025	156300	DAVID DROWN ASSOCIATES, INC.	JOB DESCRIPTION REVIEWS	600.00	100-41425-300	PROFESSIONAL SERVICES

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
Total DAVID DROWN ASSOCIATES, INC.:				600.00		
DELL MARKETING LP						
12/31/2025	156430	DELL MARKETING LP	CITY HALL SERVER WARRANTY	607.51	100-41940-433	DUES & SUBSCRIPTIONS
12/31/2025	156430	DELL MARKETING LP	PD SERVER WARRANTY	607.51	100-42110-433	DUES & SUBSCRIPTIONS
Total DELL MARKETING LP:				1,215.02		
DELTA DENTAL						
12/02/2025	156302	DELTA DENTAL	DENTAL PREMIUMS	841.13	100-22003	DENTAL
Total DELTA DENTAL:				841.13		
ESSENTIA HEALTH BRAINERD SPECIALTY CLINI						
12/02/2025	156303	ESSENTIA HEALTH BRAINERD SPECIALTY C	O'REILLY TESTING	63.00	100-43140-210	OPERATING SUPPLIES
Total ESSENTIA HEALTH BRAINERD SPECIALTY CLINI:				63.00		
FIDELITY SECURITY LIFE - ATTN: A/R						
12/02/2025	156305	FIDELITY SECURITY LIFE - ATTN: A/R	VISION PREMIUMS	61.41	100-22004	VISION
Total FIDELITY SECURITY LIFE - ATTN: A/R:				61.41		
FINKEN WATER INC						
12/22/2025	156364	FINKEN WATER INC	WATER RENTAL	89.98	100-41940-437	OTHER
Total FINKEN WATER INC:				89.98		
FIRST SUPPLY BRAINERD						
12/31/2025	156434	FIRST SUPPLY LLC	INDUCER FAN	1,769.08	100-41940-220	REPAIR & MAINTENANCE SUPPLIES
12/31/2025	156434	FIRST SUPPLY LLC	INDUCER FAN	705.50-	100-41940-220	REPAIR & MAINTENANCE SUPPLIES
Total FIRST SUPPLY BRAINERD:				1,063.58		
FLAHERTY & HOOD, P.A.						
12/22/2025	156366	FLAHERTY & HOOD, P.A.	LABOR ISSUESAND EMPLOYMENT CONSULTATIO	2,778.75	100-41610-300	PROFESSIONAL SERVICES
Total FLAHERTY & HOOD, P.A.:				2,778.75		

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title	
FYLE'S SATELLITES, INC.							
12/22/2025	156367	FYLE'S SATELLITES, INC.	CHAMBER EVENT - CITY OF LIGHTS	825.00	100-49260-491	DOWNTOWN EVENTS	
Total FYLE'S SATELLITES, INC.:				825.00			
GALLS PARENT HOLDINGS LLC							
12/22/2025	156368	GALLS PARENT HOLDINGS LLC	WILLIAMS UNIFORM	80.95	100-42110-217	UNIFORMS & EQUIPMENT	
12/22/2025	156368	GALLS PARENT HOLDINGS LLC	LUCAS BORGERDING INITIAL UNIFORM	592.20	100-42110-217	UNIFORMS & EQUIPMENT	
Total GALLS PARENT HOLDINGS LLC:				673.15			
GAMMELLO - PEARSON, PLLC							
12/27/2025	156193	GAMMELLO - PEARSON, PLLC	PZ	315.00-	100-41910-300	PROFESSIONAL SERVICES	V
12/27/2025	156193	GAMMELLO - PEARSON, PLLC	ROY'S LANDING	1,551.00-	100-41910-300	PROFESSIONAL SERVICES	V
12/27/2025	156193	GAMMELLO - PEARSON, PLLC	NISSWA CROSSING	1,650.00-	100-41910-300	PROFESSIONAL SERVICES	V
12/27/2025	156193	GAMMELLO - PEARSON, PLLC	FOXY PROPERTIES LAND USE MATTER	510.00-	100-41910-300	PROFESSIONAL SERVICES	V
12/27/2025	156193	GAMMELLO - PEARSON, PLLC	PASKET PROPERTY	450.00-	100-41910-300	PROFESSIONAL SERVICES	V
12/27/2025	156193	GAMMELLO - PEARSON, PLLC	KOCHEVAR VARIANCE	90.00-	100-41910-300	PROFESSIONAL SERVICES	V
12/27/2025	156193	GAMMELLO - PEARSON, PLLC	SOLAR FILE	270.00-	100-41940-300	PROFESSIONAL SERVICES	V
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	MUNICIPAL REPRESENTAITON	1,587.00	100-41610-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	PZ	901.00	100-41910-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	GENERAL MATTERS	2,166.00	100-41610-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	AMERICAN TOWER (2ND FILE)	135.00	100-41610-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	ROY'S LANDING	450.00	100-41910-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	NISSWA CROSSING	792.00	100-41910-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	VERIZON TOWER SITE LEASE	1,695.00	100-41610-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	FOXY PROPERTIES LAND USE MATTER	195.00	100-41910-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	PASKET PROPERTY	90.00	100-41910-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	KOCHEVAR VARIANCE	75.00	100-41910-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	2025 SCHEFFLER DATA REQUEST	45.00	100-41610-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	TROY SCHEFFLER 2025 LAWSUIT	1,575.00	100-41610-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	DATA PRACTICES POLICY REVIEW	165.00	100-41610-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	SOLAR FILE	270.00	100-41940-300	PROFESSIONAL SERVICES	
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	URNESS DATA REQUEST	555.00	100-41610-300	PROFESSIONAL SERVICES	
Total GAMMELLO - PEARSON, PLLC:				5,860.00			
GHA TECHNOLOGIES INC							
12/22/2025	156369	GHA TECHNOLOGIES INC	POLICE SYNOLOGY DISK STATION	1,133.94	100-42110-433	DUES & SUBSCRIPTIONS	

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Total GHA TECHNOLOGIES INC:				1,133.94		
GLS PROMOTIONS LLC						
12/22/2025	156370	GLS PROMOTIONS LLC	CLERK UNIFORM	227.50	100-41425-217	CLERK UNIFORM ALLOWANCE
Total GLS PROMOTIONS LLC:				227.50		
GREENHECK AUTO GLASS, INC.						
12/22/2025	156373	GREENHECK AUTO GLASS, INC.	WINDSHEILD REPAIR	250.00	100-43140-401	VEHICLE REPAIR & MAINT
Total GREENHECK AUTO GLASS, INC.:				250.00		
HEARTLAND TIRE INC.						
12/02/2025	156307	HEARTLAND TIRE INC.	TIRES 2024 FORD EXPLORER	813.99	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
Total HEARTLAND TIRE INC.:				813.99		
INNOVATIVE OFFICE SOLUTIONS LLC						
12/22/2025	156375	INNOVATIVE OFFICE SOLUTIONS LLC	POLICE SUPPLIES	49.48	100-42110-200	OFFICE SUPPLIES
12/22/2025	156375	INNOVATIVE OFFICE SOLUTIONS LLC	OFFICE SUPPLIES	123.70	100-41425-200	OFFICE SUPPLIES
12/22/2025	156375	INNOVATIVE OFFICE SOLUTIONS LLC	PAPER	123.70	100-41910-200	OFFICE SUPPLIES
12/22/2025	156375	INNOVATIVE OFFICE SOLUTIONS LLC	PAPER	49.48	100-43140-200	OFFICE SUPPLIES
Total INNOVATIVE OFFICE SOLUTIONS LLC:				346.36		
IP NETWORKS, INC.						
12/31/2025	156439	IP NETWORKS, INC.	FIREWALL CITY HALL	545.00	100-49260-433	DUES & SUBSCRIPTIONS
Total IP NETWORKS, INC.:				545.00		
KIMBER CREEK FORD						
12/31/2025	156442	KIMBER CREEK FORD	2025 EXPLORER REPAIRS	862.38	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
Total KIMBER CREEK FORD:				862.38		
LEAGUE OF MINNESOTA CITIES						
12/31/2025	156443	LEAGUE OF MINNESOTA CITIES	ELECTED LEADERS INSTITUTE - CARNAHAN	390.00	100-41110-438	SCHOOL\TRAINING

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Total LEAGUE OF MINNESOTA CITIES:				390.00		
LITTLE FALLS MACHINE, INC.						
12/31/2025	156444	LITTLE FALLS MACHINE, INC.	PLOW REPAIRS	5,566.48	100-43140-401	VEHICLE REPAIR & MAINT
Total LITTLE FALLS MACHINE, INC.:				5,566.48		
MADISON NATIONAL LIFE INSURANCE CO INC						
12/02/2025	156312	MADISON NATIONAL LIFE INSURANCE CO I	LIFE, STD, LTD CLERK	6.58-	100-41425-130	EMPLOYER PAID INSURANCE
12/02/2025	156312	MADISON NATIONAL LIFE INSURANCE CO I	LIFE, STD, LTD ROADS	227.40	100-43140-130	EMPLOYER PAID INSURANCE
12/02/2025	156312	MADISON NATIONAL LIFE INSURANCE CO I	LIFE, STD, LTD P&Z	73.15	100-41910-130	EMPLOYER PAID INSURANCE
12/02/2025	156312	MADISON NATIONAL LIFE INSURANCE CO I	LIFE, STD, LTD POLICE	412.78	100-42110-130	EMPLOYER PAID INSURANCE
Total MADISON NATIONAL LIFE INSURANCE CO INC:				706.75		
MAINTAIN X INC						
12/02/2025	156313	MAINTAIN X INC	WORKORDER SOFTWARE 2025	75.95	100-43140-320	COMMUNICATION
Total MAINTAIN X INC:				75.95		
MATTSON LUMBER COMPANY						
12/31/2025	156445	MATTSON LUMBER COMPANY	2X4	24.44	100-43140-220	REPAIR & MAINTENANCE SUPPLIES
12/31/2025	156445	MATTSON LUMBER COMPANY	2X10S	10.53	100-43140-220	REPAIR & MAINTENANCE SUPPLIES
Total MATTSON LUMBER COMPANY:				34.97		
MCCOY CONSTRUCTION & FORESTRY, INC.						
12/31/2025	156446	MCCOY CONSTRUCTION & FORESTRY, INC.	WIPERS	321.61	100-43140-401	VEHICLE REPAIR & MAINT
Total MCCOY CONSTRUCTION & FORESTRY, INC.:				321.61		
MEDICA INSURANCE COMPANY						
12/02/2025	156315	MEDICA INSURANCE COMPANY	HEALTH INSURANCE	19,709.52	100-22002	HEALTH INSURANCE
Total MEDICA INSURANCE COMPANY:				19,709.52		
METRO SALES, INC.						
12/02/2025	156316	METRO SALES, INC.	MONTHLY RENTAL COPIER	222.52	100-41425-400	REPAIRS & MAINTENANCE - CONTRA
12/22/2025	156379	METRO SALES, INC.	COLOR COPIES CLERK	439.26	100-41425-400	REPAIRS & MAINTENANCE - CONTRA

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12/22/2025	156379	METRO SALES, INC.	COLOR COPIES PZ	275.02	100-41910-400	REPAIRS & MAINTENANCE - CONTRA
12/22/2025	156379	METRO SALES, INC.	COLOR COPIES POLICE	.07	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
12/22/2025	156379	METRO SALES, INC.	WIDE PRINTER	306.70	100-43140-410	RENTALS
Total METRO SALES, INC.:				1,243.57		
MINNESOTA POWER						
12/02/2025	156318	MINNESOTA POWER	SCHOOL SIGN CTY RD 18	17.14	100-43140-381	UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	25532 MAIN STREET BATHROOMS GAZEBO	234.76	100-41950-380	UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	25479 STATE HWY 371	65.26	100-43140-381	UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	HWY 371 & MAIN STREET	94.77	100-43140-381	UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	OPT 1 LTG	240.32	100-43140-381	UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	25369 NISSWA CIC	11.19	100-43140-381	UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	OPT 1 LTG	325.13	100-43140-381	UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	CR 13 CAMP LINCOLN SIREN	17.26	100-42210-300	PROFESSIONAL SERVICES
12/02/2025	156318	MINNESOTA POWER	24759 CHARMIN PUBLIC WORKS BLDG	282.13	100-43140-380	UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	LIGHTING LOWER ROY LAKE RD	33.32	100-43140-381	UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	OPT 1 LTG	620.48	100-43140-381	UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	VILLAGE HALL	831.67	100-41940-380	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	SCHOOL SIGN CTY RD 18	17.13	100-43140-381	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	25532 MAIN STREET BATHROOMS GAZEBO	284.11	100-41950-380	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	25479 STATE HWY 371	62.81	100-43140-381	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	HWY 371 & MAIN STREET	200.82	100-43140-381	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	OPT 1 LTG	241.80	100-43140-381	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	25369 NISSWA CIC	11.18	100-43140-381	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	OPT 2 LTG	326.79	100-43140-381	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	CR 13 CAMP LINCOLN SIREN	17.26	100-42210-300	PROFESSIONAL SERVICES
12/22/2025	156381	MINNESOTA POWER	OPT 1 LTG	623.91	100-43140-381	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	24759 CHARMIN PUBLIC WORKS BLDG	267.24	100-43140-380	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	LIGHTING LOWER ROY LAKE RD	33.46	100-43140-381	UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	VILLAGE HALL	830.34	100-41940-380	UTILITY SERVICES
Total MINNESOTA POWER:				5,690.28		
MINNESOTA PUBLIC EMPLOYEES ASSOC.						
12/02/2025	156319	MINNESOTA PUBLIC EMPLOYEES ASSOC.	CLERICAL UNION DUES	48.00	100-22007	UNION DUES
12/02/2025	156319	MINNESOTA PUBLIC EMPLOYEES ASSOC.	SUPERVISORS UNION DUES	312.00	100-22007	UNION DUES
12/22/2025	156382	MINNESOTA PUBLIC EMPLOYEES ASSOC.	CLERICAL UNION DUES	48.00	100-22007	UNION DUES
12/22/2025	156382	MINNESOTA PUBLIC EMPLOYEES ASSOC.	SUPERVISORS UNION DUES	312.00	100-22007	UNION DUES

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Total MINNESOTA PUBLIC EMPLOYEES ASSOC.:				720.00		
NAPA AUTO PARTS BAXTER						
12/22/2025	156383	NAPA AUTO PARTS BAXTER	EXHAUST FLUID	184.46	100-43140-210	OPERATING SUPPLIES
Total NAPA AUTO PARTS BAXTER:				184.46		
NISSWA AUTOMOTIVE, INC.						
12/22/2025	156384	NISSWA AUTOMOTIVE, INC.	2024 POLICE	736.50	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
Total NISSWA AUTOMOTIVE, INC.:				736.50		
NISSWA CHAMBER OF COMMERCE						
12/31/2025	156448	NISSWA CHAMBER OF COMMERCE	2025 RENT REIMBURSMENT FOR OVERPAYMENT	56.26	100-41940-437	OTHER
Total NISSWA CHAMBER OF COMMERCE:				56.26		
NISSWA HARDWARE LLC						
12/22/2025	156385	NISSWA HARDWARE LLC	BOLTS, KEY, RINGS	15.14	100-42110-220	REPAIR & MAINTENANCE SUPPLIES
12/22/2025	156385	NISSWA HARDWARE LLC	BATTERIES, CONNECTORS, MARKERS, FASTENE	67.63	100-43140-220	REPAIR & MAINTENANCE SUPPLIES
12/22/2025	156385	NISSWA HARDWARE LLC	CAULK, BATTERIES, OUTLET	117.52	100-41940-220	REPAIR & MAINTENANCE SUPPLIES
Total NISSWA HARDWARE LLC:				200.29		
PEOPLES SECURITY COMPANY INC						
12/22/2025	156389	PEOPLES SECURITY COMPANY INC	POLICE DOOR ACCESS PAYMENT	1,800.00	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
Total PEOPLES SECURITY COMPANY INC:				1,800.00		
PETTY CASH						
12/31/2025	156452	PETTY CASH	FINGER PRINTS FOR JOHNSON	20.00	100-43140-210	OPERATING SUPPLIES
Total PETTY CASH:				20.00		
RASINSKI TOTAL DOOR SERVICE LLC						
12/31/2025	156455	RASINSKI TOTAL DOOR SERVICE LLC	BCA REKEY REQUIREMENT	2,473.47	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
RASINSKI TOTAL DOOR SERVICE LLC:				2,473.47		

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SAFE-FAST, INC.						
12/22/2025	156393	SAFE-FAST, INC.	SAFETY GLASSES, JACKETS	812.84	100-43140-218	SAFETY GEAR
Total SAFE-FAST, INC.:				812.84		
SCHAEFERS FOODS						
12/02/2025	156323	SCHAEFERS FOODS	EMPLOYEE CELEBRATION	44.95	100-41425-437	OTHER
Total SCHAEFERS FOODS:				44.95		
S-N-K CAR WASH & OIL CHANGE						
12/02/2025	156325	S-N-K CAR WASH & OIL CHANGE	2025 FORD EXPLORER	56.65	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
12/22/2025	156395	S-N-K CAR WASH & OIL CHANGE	2024 FORD EXPLORER	56.65	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
12/22/2025	156395	S-N-K CAR WASH & OIL CHANGE	2025 FORD EXPLORER	56.65	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
12/31/2025	156458	S-N-K CAR WASH & OIL CHANGE	2021 POLICE	53.05	100-42110-400	REPAIRS & MAINTENANCE - CONTRA
Total S-N-K CAR WASH & OIL CHANGE:				223.00		
ST. LOUIS MRO INC.						
12/22/2025	156397	ST. LOUIS MRO INC.	DRUG SCREEN COLLECTION FEE	25.00	100-43140-437	OTHER
Total ST. LOUIS MRO INC.:				25.00		
STREICHER'S, INC.						
12/22/2025	156398	STREICHER'S, INC.	TODD VEST PARTIAL	1,668.99	100-42110-217	UNIFORMS & EQUIPMENT
12/22/2025	156398	STREICHER'S, INC.	BORGERDING INITAL UNIFORM	338.99	100-42110-217	UNIFORMS & EQUIPMENT
Total STREICHER'S, INC.:				2,007.98		
SUPERIOR MECHANICAL						
12/31/2025	156461	SUPERIOR MECHANICAL	AIR EXCHANGER REPAIRS	346.50	100-43140-400	REPAIRS & MAINTENANCE - CONTRA
12/31/2025	156461	SUPERIOR MECHANICAL	AIR EXCHANGER REPAIRS	947.00	100-43140-400	REPAIRS & MAINTENANCE - CONTRA
Total SUPERIOR MECHANICAL:				1,293.50		
TEAM LABORATORY CHEMICAL, LLC						
12/31/2025	156463	TEAM LABORATORY CHEMICAL, LLC	FINE ROAD PATCH	915.00	100-43140-402	ROAD REPAIR & MAINT
Total TEAM LABORATORY CHEMICAL, LLC:				915.00		

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TEAMSTERS JOINT COUNCIL 32 HEALTH FUND						
12/02/2025	156328	TEAMSTERS JOINT COUNCIL 32 HEALTH FU	DENTAL INSURANCE	552.00	100-22003	DENTAL
12/02/2025	156328	TEAMSTERS JOINT COUNCIL 32 HEALTH FU	VISION INSURANCE	114.00	100-22004	VISION
12/02/2025	156328	TEAMSTERS JOINT COUNCIL 32 HEALTH FU	MEDICAL INSURANCE	9,000.00	100-22002	HEALTH INSURANCE
12/31/2025	156464	TEAMSTERS JOINT COUNCIL 32 HEALTH FU	HEALTH INSURANCE	9,000.00	100-22002	HEALTH INSURANCE
12/31/2025	156464	TEAMSTERS JOINT COUNCIL 32 HEALTH FU	DENTAL INSURANCE	552.00	100-22003	DENTAL
12/31/2025	156464	TEAMSTERS JOINT COUNCIL 32 HEALTH FU	VISION INSURANCE	114.00	100-22004	VISION
Total TEAMSTERS JOINT COUNCIL 32 HEALTH FUND:				19,332.00		
TEAMSTERS LOCAL UNION #346						
12/02/2025	156329	TEAMSTERS LOCAL UNION #346	UNION DUES	401.00	100-22007	UNION DUES
Total TEAMSTERS LOCAL UNION #346:				401.00		
U.S. BANK EQUIPMENT FINANCE						
12/02/2025	156332	U.S. BANK EQUIPMENT FINANCE	RICHO COPIER LEASE	204.08	100-43140-410	RENTALS
12/31/2025	156467	U.S. BANK EQUIPMENT FINANCE	RICHO WIDE FORMAT COPIER LEASE	204.08	100-43140-410	RENTALS
Total U.S. BANK EQUIPMENT FINANCE:				408.16		
ULINE, INC						
12/02/2025	156333	ULINE, INC	GLOVES	197.23	100-43140-220	REPAIR & MAINTENANCE SUPPLIES
Total ULINE, INC:				197.23		
VERIZON WIRELESS						
12/22/2025	156406	VERIZON	HOT SPOT	40.01	100-41425-320	COMMUNICATION
12/22/2025	156406	VERIZON	CELL PHONES MAINT	368.86	100-43140-320	COMMUNICATION
Total VERIZON WIRELESS:				408.87		
WASTE PARTNERS INC						
12/22/2025	156407	WASTE PARTNERS INC	GARBAGE - MAINT.	175.61	100-43210-220	REPAIR & MAINTENANCE SUPPLIES
12/22/2025	156407	WASTE PARTNERS INC	GARBAGE - CITY	56.62	100-43210-437	OTHER
Total WASTE PARTNERS INC:				232.23		
WIDSETH SMITH NOLTING AND ASSOCIATES INC						
12/02/2025	156336	WIDSETH SMITH NOLTING AND ASSOCIATE	PZ ENGINEERING	830.00	100-41910-300	PROFESSIONAL SERVICES

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12/02/2025	156336	WIDSETH SMITH NOLTING AND ASSOCIATE	PUBLIC WORKS ENGINNERING	1,980.00	100-43140-300	PROFESSIONAL SERVICES
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	CITY HALL/NISSWA AVE/CHURCH ST PRELIMINAR	1,220.00	100-43140-531	PW CAPITAL OUTLAY:STREET IMPRO
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	NISSWA CROSSING OBSERVATION	400.00	100-41910-300	PROFESSIONAL SERVICES
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	ROYS LANDING/NORTH PINES/SCHAEFERS/MOXY	1,530.00	100-41910-300	PROFESSIONAL SERVICES
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	CITY HALL/NISSWA AVE/CHURCH ST PRELIMINAR	8,183.30	100-43140-531	PW CAPITAL OUTLAY:STREET IMPRO
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	ROYS LANDING/SKETCH PLAN	1,260.00	100-41910-300	PROFESSIONAL SERVICES
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	GENERAL ENGINEERING	3,500.00	100-43140-300	PROFESSIONAL SERVICES
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	CITY HALL/NISSWA AVE/CHURCH ST PRELIMINAR	1,978.00	100-43140-531	PW CAPITAL OUTLAY:STREET IMPRO
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	GENERAL ENGINEERING	1,100.00	100-43140-300	PROFESSIONAL SERVICES
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	VERIZON TOWER REVIEW	150.00	100-41910-300	PROFESSIONAL SERVICES
12/27/2025	156411	WIDSETH SMITH NOLTING AND ASSOCIATE	CITY HALL/NISSWA AVE/CHURCH ST PRELIMINAR	13,683.00	100-43140-531	PW CAPITAL OUTLAY:STREET IMPRO
Total WIDSETH SMITH NOLTING AND ASSOCIATES INC:				35,814.30		
XCEL ENERGY						
12/02/2025	156338	XCEL ENERGY	CITY HALL	325.79	100-41940-380	UTILITY SERVICES
12/02/2025	156338	XCEL ENERGY	MAINTAINANCE BUILDING	81.68	100-43140-380	UTILITY SERVICES
12/02/2025	156338	XCEL ENERGY	WELCOME CENTER	71.30	100-41950-380	UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	CITY HALL	707.11	100-41940-380	UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	MAINTAINANCE BUILDING	329.22	100-43140-380	UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	WELCOME CENTER	162.31	100-41950-380	UTILITY SERVICES
Total XCEL ENERGY:				1,677.41		
XTONA						
12/22/2025	156409	XTONA	IT SERVICES - CITY	1,138.40	100-41940-400	REPAIRS & MAINTENANCE - CONTRA
12/22/2025	156409	XTONA	IT SERVICES - POLICE	1,016.50	100-42110-320	COMMUNICATION
12/22/2025	156409	XTONA	IT SERVICES - CLERK	88.00	100-41425-300	PROFESSIONAL SERVICES
12/22/2025	156409	XTONA	IT SERVICES - PW	88.00	100-43140-320	COMMUNICATION
Total XTONA:				2,330.90		
ZIEGLER INC.						
12/31/2025	156474	ZIEGLER INC.	SNOW PLOW REPAIR	5,539.22	100-43140-401	VEHICLE REPAIR & MAINT
12/31/2025	156474	ZIEGLER INC.	FUEL LEAK REPAIR	1,733.61	100-43140-400	REPAIRS & MAINTENANCE - CONTRA
Total ZIEGLER INC.:				7,272.83		
Total GENERAL FUND:				156,656.73		

M = Manual Check, V = Void Check

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MUNICIPAL LIQUOR STORE						
AMERICAN WELDING & GAS INC						
12/02/2025	156286	AMERICAN WELDING & GAS INC	NITROGEN	68.35	609-49750-210	PICKLE OPERATING SUPPLIES
12/22/2025	156341	AMERICAN WELDING & GAS INC	NITROGEN	66.79	609-49750-210	PICKLE OPERATING SUPPLIES
12/22/2025	156341	AMERICAN WELDING & GAS INC	FINANCE FEE	1.03	609-49750-210	PICKLE OPERATING SUPPLIES
Total AMERICAN WELDING & GAS INC:				136.17		
BERNICKS						
12/02/2025	156289	BERNICKS	PICKLE	79.80	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156289	BERNICKS	PICKLE	744.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156289	BERNICKS	PICKLE	24.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156289	BERNICKS	PICKLE	925.20	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156289	BERNICKS	PICKLE	48.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156289	BERNICKS	PICKLE	449.40-	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	193.76-	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	189.60-	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	751.90	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	42.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	421.65	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	70.00-	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	386.05	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	27.60	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	253.86-	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	52.10-	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156345	BERNICKS	PICKLE	6.16-	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156417	BERNICKS	PICKLE	392.40	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156417	BERNICKS	PICKLE	157.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156417	BERNICKS	PICKLE	13.80	609-49750-250	PICKLE-MERCH FOR RESALE
Total BERNICKS:				2,798.52		
BREAKTHRU BEVERAGE MN WINE & SPIRITS						
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	771.81	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	7.86	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	748.62	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	7.09	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156350	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	225.00-	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156350	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	1.85-	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156350	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	855.48	609-49750-250	PICKLE-MERCH FOR RESALE

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12/22/2025	156350	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	10.64	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156350	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	637.62	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156350	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	7.56	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	175.50-	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	1.85-	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	128.77	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	.62	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	605.07	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	4.63	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	1,439.84	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	PICKLE	7.40	609-49750-330	PICKLE TRANSPORTATION
Total BREAKTHRU BEVERAGE MN WINE & SPIRITS:				4,828.81		
C & L DISTRIBUTING						
12/02/2025	156291	C & L DISTRIBUTING	PICKLE	212.40	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156291	C & L DISTRIBUTING	PICKLE	29.00-	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156291	C & L DISTRIBUTING	PICKLE	489.70	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	PICKLE	50.50-	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	PICKLE	2,644.15	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	PICKLE	1,267.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	PICKLE	238.35-	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	PICKLE	704.25	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	PICKLE	149.00-	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	PICKLE	24.75-	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	PICKLE	30.00-	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	PICKLE	1,378.70	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	PICKLE	1,774.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	PICKLE	1,816.85	609-49750-250	PICKLE-MERCH FOR RESALE
Total C & L DISTRIBUTING:				9,765.45		
CARDMEMBER SERVICES						
12/02/2025	156293	CARDMEMBER SERVICES	LIGHTS	78.22	609-49750-220	PICKLE R & M SUPPLIES
12/02/2025	156293	CARDMEMBER SERVICES	CANNABIS	305.38	609-49750-433	PICKLE DUES & SUBSCRIPTIONS
Total CARDMEMBER SERVICES:				383.60		
CINTAS CORPORATION NO. 2						
12/02/2025	156294	CINTAS CORP	MATS, TOWELS	199.40	609-49750-210	PICKLE OPERATING SUPPLIES

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12/02/2025	156294	CINTAS CORP	MATS, TOWELS	199.40	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156425	CINTAS CORP	MATS, TOWELS	199.40	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156425	CINTAS CORP	MATS, TOWELS	199.40	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156425	CINTAS CORP	MATS, TOWELS	199.40	609-49750-210	PICKLE OPERATING SUPPLIES
Total CINTAS CORPORATION NO. 2:				997.00		
CM2 SUPPLY						
12/22/2025	156353	CENTRAL MCGOWAN	CARBON DIOXIDE	68.72	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156422	CENTRAL MCGOWAN	CARBON DIOXIDE	172.38	609-49750-210	PICKLE OPERATING SUPPLIES
Total CM2 SUPPLY:				241.10		
CODY JOSEPH LENDWAY						
12/02/2025	156295	CODY JOSEPH LENDWAY	CLEANING PICKLE	280.00	609-49750-400	PICKLE R & M - CONT
12/02/2025	156295	CODY JOSEPH LENDWAY	CLEANING PICKLE	240.00	609-49750-400	PICKLE R & M - CONT
12/22/2025	156356	CODY JOSEPH LENDWAY	CLEANING PICKLE	280.00	609-49750-400	PICKLE R & M - CONT
12/22/2025	156356	CODY JOSEPH LENDWAY	CLEANING PICKLE	280.00	609-49750-400	PICKLE R & M - CONT
12/22/2025	156356	CODY JOSEPH LENDWAY	CLEANING PICKLE	280.00	609-49750-400	PICKLE R & M - CONT
12/31/2025	156426	CODY JOSEPH LENDWAY	CLEANING PICKLE	240.00	609-49750-400	PICKLE R & M - CONT
Total CODY JOSEPH LENDWAY:				1,600.00		
CTC						
12/02/2025	156298	CTC	PICKLE PHONE, INTERNET AND TV	405.32	609-49750-320	PICKLE COMMUNICATION
12/22/2025	156360	CTC	PICKLE PHONE, INTERNET AND TV	405.32	609-49750-320	PICKLE COMMUNICATION
Total CTC:				810.64		
D & D BEVERAGE LLC						
12/02/2025	156299	D & D BEVERAGE LLC	PICKLE	460.55	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	PICKLE	160.53	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	PICKLE	214.22	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	PICKLE	733.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	PICKLE	1,724.30	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	PICKLE	136.00	609-49750-210	PICKLE OPERATING SUPPLIES
12/02/2025	156299	D & D BEVERAGE LLC	PICKLE	82.00-	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	PICKLE	60.00-	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	PICKLE	263.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	PICKLE	13.85	609-49750-210	PICKLE OPERATING SUPPLIES

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12/22/2025	156362	D & D BEVERAGE LLC	PICKLE	2,176.70	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	PICKLE	420.80	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	PICKLE	357.43	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	PICKLE	733.45	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	PICKLE	192.75	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	PICKLE	75.00-	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	PICKLE	409.60	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	PICKLE	2,516.55	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	PICKLE	7.00-	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	PICKLE	456.60	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	PICKLE	1,354.05	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	PICKLE	136.00	609-49750-210	PICKLE OPERATING SUPPLIES
Total D & D BEVERAGE LLC:				12,235.38		
GRANITE CITY JOBBING CO INC						
12/02/2025	156306	GRANITE CITY JOBBING CO INC	CIGS PICKLE	364.11	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS PICKLE	93.78	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	PAPER SUPPLIES PICKLE	28.32	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	GM HBC PICKLE	2.72	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	SHIPPING PICKLE	10.00	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156306	GRANITE CITY JOBBING CO INC	CIGS PICKLE	258.04	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS PICKLE	108.06	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	GM HBC PICKLE	13.57	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	SHIPPING PICKLE	10.00	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156306	GRANITE CITY JOBBING CO INC	CIGS PICKLE	364.11	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS PICKLE	46.89	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	CONFECTIONS PICKLE	17.94	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	SALTY SNACKS - PICKLE	46.10	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	GROCERY PICKLE	34.92	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	SHIPPING PICKLE	10.00	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156372	GRANITE CITY JOBBING CO INC	CIGS PICKLE	256.72	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS PICKLE	108.74	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	CONFECTIONS PICKLE	12.04	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	SHIPPING PICKLE	10.00	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156372	GRANITE CITY JOBBING CO INC	CONFECTIONS PICKLE	64.03	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	CIGS PICKLE	378.09	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS PICKLE	46.89	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	SHIPPING PICKLE	10.00	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156372	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS PICKLE	46.89	609-49750-250	PICKLE-MERCH FOR RESALE

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12/31/2025	156435	GRANITE CITY JOBBING CO INC	CIGS PICKLE	381.95	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156435	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS PICKLE	155.63	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156435	GRANITE CITY JOBBING CO INC	PAPER SUPPLIES PICKLE	116.11	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156435	GRANITE CITY JOBBING CO INC	GM HBC PICKLE	16.05	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156435	GRANITE CITY JOBBING CO INC	SHIPPING PICKLE	10.00	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156435	GRANITE CITY JOBBING CO INC	CIGS PICKLE	485.48	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156435	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS PICKLE	109.92	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156435	GRANITE CITY JOBBING CO INC	SHIPPING PICKLE	10.00	609-49750-250	PICKLE-MERCH FOR RESALE
Total GRANITE CITY JOBBING CO INC:				3,627.10		
HEGGIES PIZZA LLC						
12/02/2025	156308	HEGGIES PIZZA LLC	PIZZA	454.40	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156308	HEGGIES PIZZA LLC	PIZZA	296.40	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156374	HEGGIES PIZZA LLC	PIZZA	258.25	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156374	HEGGIES PIZZA LLC	PIZZA	341.90	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156374	HEGGIES PIZZA LLC	PIZZA	457.90	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156374	HEGGIES PIZZA LLC	PIZZA	268.20	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156436	HEGGIES PIZZA LLC	PIZZA	297.95	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156436	HEGGIES PIZZA LLC	PIZZA	347.50	609-49750-250	PICKLE-MERCH FOR RESALE
Total HEGGIES PIZZA LLC:				2,722.50		
INNOVATIVE OFFICE SOLUTIONS LLC						
12/22/2025	156375	INNOVATIVE OFFICE SOLUTIONS LLC	PICKLE SUPPLIES	49.48	609-49750-200	PICKLE OFFICE SUPPLIES
Total INNOVATIVE OFFICE SOLUTIONS LLC:				49.48		
JOHNSON BROTHERS LIQUOR COMPANY INC						
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	209.46	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	3.48	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	239.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	4.95	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	558.57	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	6.60	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	147.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	4.40	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	754.50	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	8.80	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	44.00	609-49750-250	PICKLE-MERCH FOR RESALE

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12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	2.20	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	48.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	2.20	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	147.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	4.40	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	260.50	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	4.40	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	306.66	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	4.40	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	88.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	2.20	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	341.64	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	5.13	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	PICKLE	705.37	609-49750-250	PICKLE-MERCH FOR RESALE
				8.80	609-49750-330	PICKLE TRANSPORTATION
Total JOHNSON BROTHERS LIQUOR COMPANY INC:				3,911.66		
KA MECHANICAL						
12/31/2025	156441	KA MECHANICAL	COOLER REPAIR	853.83	609-49750-400	PICKLE R & M - CONT
Total KA MECHANICAL:				853.83		
MADISON NATIONAL LIFE INSURANCE CO INC						
12/02/2025	156312	MADISON NATIONAL LIFE INSURANCE CO I	LIFE, STD, LTD PICKLE STAFF	179.41	609-49752-130	PICKLE EMPLOYER PAID INSURANCE
Total MADISON NATIONAL LIFE INSURANCE CO INC:				179.41		
MINNESOTA MUNICIPAL BEVERAGE ASSOCATION						
12/22/2025	156380	MINNESOTA MUNICIPAL BEVERAGE ASSOC	ANNUAL DUES - PICKLE	1,480.00	609-49750-433	PICKLE DUES & SUBSCRIPTIONS
Total MINNESOTA MUNICIPAL BEVERAGE ASSOCATION:				1,480.00		
MINNESOTA POWER						
12/02/2025	156318	MINNESOTA POWER	MUNICIPAL LIQUOR	2,120.84	609-49750-380	PICKLE UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	MUNICIPAL LIQUOR	1,734.46	609-49750-380	PICKLE UTILITY SERVICES
Total MINNESOTA POWER:				3,855.30		

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NISSWA HARDWARE LLC						
12/22/2025	156385	NISSWA HARDWARE LLC	BROOM, BATTERIES, PAINT TOOL, TAPE	82.90	609-49750-220	PICKLE R & M SUPPLIES
Total NISSWA HARDWARE LLC:				82.90		
NORTHLAND FROZEN PIZZA INC						
12/22/2025	156387	NORTHLAND FROZEN PIZZA INC	PIZZA	207.25	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156387	NORTHLAND FROZEN PIZZA INC	PIZZA	106.90	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156387	NORTHLAND FROZEN PIZZA INC	PIZZA	258.90	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156387	NORTHLAND FROZEN PIZZA INC	PIZZA	268.95	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156449	NORTHLAND FROZEN PIZZA INC	PIZZA	210.80	609-49750-250	PICKLE-MERCH FOR RESALE
Total NORTHLAND FROZEN PIZZA INC:				1,052.80		
OLD DUTCH FOODS, INC.						
12/02/2025	156320	OLD DUTCH FOODS, INC.	CHIPS	77.74	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156450	OLD DUTCH FOODS, INC.	CHIPS	77.74	609-49750-250	PICKLE-MERCH FOR RESALE
Total OLD DUTCH FOODS, INC.:				155.48		
PETTY CASH						
12/04/2025	156339	PETTY CASH	PICKLE QUARTERS FOR VENDING MACHINE	200.00	609-49750-433	PICKLE DUES & SUBSCRIPTIONS
Total PETTY CASH:				200.00		
PFM FINANCIAL ADVISORS LLC						
12/22/2025	156390	PFM FINANCIAL ADVISORS LLC	LIQUOR FUND ANALYSIS	3,250.00	609-49750-300	PICKLE PROFESSIONAL SERVICES
Total PFM FINANCIAL ADVISORS LLC:				3,250.00		
PHILLIPS WINE & SPIRITS						
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	1,360.42	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	16.32	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	244.50	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	3.70	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	69.20	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	1,903.32	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	20.91	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	44.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	2.20	609-49750-330	PICKLE TRANSPORTATION

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12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	1,716.72	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	22.55	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	29.55	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	PICKLE	2.20	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	PICKLE	1,361.07	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	PICKLE	18.15	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	PICKLE	124.50	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	PICKLE	1.50	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	PICKLE	1,063.35	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	PICKLE	11.73	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	PICKLE	2,707.89	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	PICKLE	28.97	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	PICKLE	83.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	PICKLE	1.00	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	PICKLE	1,086.41	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156453	PHILLIPS WINE & SPIRITS	PICKLE	14.00	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	PICKLE	667.38	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156453	PHILLIPS WINE & SPIRITS	PICKLE	12.65	609-49750-330	PICKLE TRANSPORTATION
Total PHILLIPS WINE & SPIRITS:				12,617.19		
SCHAEFERS FOODS						
12/02/2025	156323	SCHAEFERS FOODS	LEMONS LIMES CONDIMENTS PICKLE	381.66	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156457	SCHAEFERS FOODS	LEMONS LIMES CONDIMENTS PICKLE	603.25	609-49750-210	PICKLE OPERATING SUPPLIES
Total SCHAEFERS FOODS:				984.91		
SIGNATURE CONCEPTS INC						
12/02/2025	156324	SIGNATURE CONCEPTS INC	SHIRTS	1,568.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156324	SIGNATURE CONCEPTS INC	SHIPPING	35.91	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156324	SIGNATURE CONCEPTS INC	SHIRTS	1,254.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156324	SIGNATURE CONCEPTS INC	SHIPPING	51.17	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156394	SIGNATURE CONCEPTS INC	SHIRTS	948.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156394	SIGNATURE CONCEPTS INC	SHIPPING	15.77	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156394	SIGNATURE CONCEPTS INC	SHIRTS	1,166.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156394	SIGNATURE CONCEPTS INC	SHIPPING	32.57	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156394	SIGNATURE CONCEPTS INC	SHIRTS	2,089.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156394	SIGNATURE CONCEPTS INC	SHIPPING	51.01	609-49750-330	PICKLE TRANSPORTATION

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Total SIGNATURE CONCEPTS INC:				7,211.43		
SOMA ENTERTAINMENT						
12/31/2025	156459	SOMA ENTERTAINMENT	BAND FOR NEW YEARS EVE	880.00	609-49750-445	PICKLE ENTERTAINMENT EXPENSE
Total SOMA ENTERTAINMENT:				880.00		
SOUTHERN GLAZER'S WINE AND SPI, LLC						
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	616.46	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	2.70	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	235.30	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	5.40	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	998.34	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	28.80	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	28.49	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	16.00	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	156.33	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	.30	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	483.35	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	6.30	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	1,323.09	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	26.85	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	791.90	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	15.60	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	762.25	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	16.65	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	885.60	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	10.80	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	288.00-	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	126.00	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	16.00	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	809.39	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	PICKLE	18.75	609-49750-330	PICKLE TRANSPORTATION
Total SOUTHERN GLAZER'S WINE AND SPI, LLC:				7,092.65		
SUPERIOR MECHANICAL						
12/31/2025	156461	SUPERIOR MECHANICAL	COOLER REPAIR	221.50	609-49750-400	PICKLE R & M - CONT
12/31/2025	156461	SUPERIOR MECHANICAL	COOLER REPAIR	165.00	609-49750-400	PICKLE R & M - CONT

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12/31/2025	156461	SUPERIOR MECHANICAL	COOLER REPAIR	192.50	609-49750-400	PICKLE R & M - CONT
Total SUPERIOR MECHANICAL:				579.00		
SYSCO WESTERN MINNESOTA, INC						
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	CANNED & DRY	49.99	609-49750-210	PICKLE OPERATING SUPPLIES
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	FROZEN	231.19	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	CANNED & DRY	122.63	609-49750-210	PICKLE OPERATING SUPPLIES
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	PAPER SUPPLIES	281.26	609-49750-210	PICKLE OPERATING SUPPLIES
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	CHEM & JANITORIAL	31.13	609-49750-210	PICKLE OPERATING SUPPLIES
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	SHIPPING	6.62	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	POULTRY	83.74	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	POULTRY	241.09	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	FROZEN	575.98	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	CANNED & DRY	217.02	609-49750-210	PICKLE OPERATING SUPPLIES
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	PAPER SUPPLIES	193.95	609-49750-210	PICKLE OPERATING SUPPLIES
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	SHIPPING	6.55	609-49750-330	PICKLE TRANSPORTATION
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	POULTRY	199.24	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	FROZEN	566.56	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	CANNED & DRY	623.17	609-49750-210	PICKLE OPERATING SUPPLIES
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	PAPER SUPPLIES	179.30	609-49750-210	PICKLE OPERATING SUPPLIES
12/02/2025	156327	SYSCO WESTERN MINNESOTA, INC	SHIPPING	6.52	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	DAIRY	18.99	609-49750-210	PICKLE OPERATING SUPPLIES
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	SEAFOOD	71.99	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	POULTRY	149.69	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	FROZEN	234.40	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	CANNED & DRY	524.99	609-49750-210	PICKLE OPERATING SUPPLIES
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	PAPER SUPPLIES	423.48	609-49750-210	PICKLE OPERATING SUPPLIES
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	SHIPPING	6.59	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	SEAFOOD	71.99	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	POULTRY	110.84	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	FROZEN	282.19	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	CANNED & DRY	59.13	609-49750-210	PICKLE OPERATING SUPPLIES
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	PAPER SUPPLIES	169.13	609-49750-210	PICKLE OPERATING SUPPLIES
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	SHIPPING	6.56	609-49750-330	PICKLE TRANSPORTATION
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	DAIRY	17.95	609-49750-210	PICKLE OPERATING SUPPLIES
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	SEAFOOD	110.99	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	POULTRY	83.40	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	FROZEN	300.60	609-49750-250	PICKLE-MERCH FOR RESALE
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	CANNED & DRY	340.31	609-49750-210	PICKLE OPERATING SUPPLIES

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12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	PAPER SUPPLIES	100.87	609-49750-210	PICKLE OPERATING SUPPLIES
12/22/2025	156399	SYSCO WESTERN MINNESOTA, INC	SHIPPING	6.55	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	RETURN	67.31-	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	RETURN	26.99-	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	POULTRY	113.55	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	FROZEN	143.85	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	CANNED & DRY	178.40	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	PAPER SUPPLIES	199.12	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	SHIPPING	6.59	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	POULTRY	182.54	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	FROZEN	216.70	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	CANNED & DRY	143.47	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	PAPER SUPPLIES	150.69	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	SHIPPING	6.53	609-49750-330	PICKLE TRANSPORTATION
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	DAIRY	17.95	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	SEAFOOD	110.99	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	POULTRY	190.24	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	FROZEN	868.08	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	CANNED & DRY	289.15	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	PAPER SUPPLIES	252.74	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	SUPPLY & EQUIPMENT	30.86	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156462	SYSCO WESTERN MINNESOTA, INC	SHIPPING	6.52	609-49750-330	PICKLE TRANSPORTATION
Total SYSCO WESTERN MINNESOTA, INC:				9,720.25		
TAMI LU SMITH						
12/22/2025	156400	TAMI LU SMITH	BAND FOR 112312025	600.00	609-49750-445	PICKLE ENTERTAINMENT EXPENSE
Total TAMI LU SMITH:				600.00		
THE HOME CITY ICE COMPANY						
12/22/2025	156402	THE HOME CITY ICE COMPANY	ICE PICKLE	15.40	609-49750-250	PICKLE-MERCH FOR RESALE
Total THE HOME CITY ICE COMPANY:				15.40		
THOMAS EVERETT GRIMSLEY						
12/22/2025	156405	THOMAS EVERETT GRIMSLEY	CLEANING	88.00	609-49750-400	PICKLE R & M - CONT
12/22/2025	156405	THOMAS EVERETT GRIMSLEY	CLEANING AT COMMUNITY CENTER BAR	30.00	609-49750-400	PICKLE R & M - CONT

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Total THOMAS EVERETT GRIMSLEY:				118.00		
VIKING COCA COLA BOTTLING CO.						
12/02/2025	156334	VIKING COCA COLA BOTTLING CO.	PICKLE POP	65.60	609-49750-250	PICKLE-MERCH FOR RESALE
12/02/2025	156334	VIKING COCA COLA BOTTLING CO.	PICKLE IN HOUSE USE	863.50	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156469	VIKING COCA COLA BOTTLING CO.	PICKLE POP	49.20	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156469	VIKING COCA COLA BOTTLING CO.	PICKLE IN HOUSE USE	367.35	609-49750-210	PICKLE OPERATING SUPPLIES
12/31/2025	156469	VIKING COCA COLA BOTTLING CO.	PICKLE POP	98.40	609-49750-250	PICKLE-MERCH FOR RESALE
12/31/2025	156469	VIKING COCA COLA BOTTLING CO.	PICKLE IN HOUSE USE	685.75	609-49750-210	PICKLE OPERATING SUPPLIES
Total VIKING COCA COLA BOTTLING CO.:				2,129.80		
WASTE PARTNERS INC						
12/22/2025	156407	WASTE PARTNERS INC	GARBAGE - PICKLE	326.98	609-49750-210	PICKLE OPERATING SUPPLIES
Total WASTE PARTNERS INC:				326.98		
XCEL ENERGY						
12/02/2025	156338	XCEL ENERGY	PICKLE FACTORY	187.46	609-49750-380	PICKLE UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	PICKLE FACTORY	356.97	609-49750-380	PICKLE UTILITY SERVICES
Total XCEL ENERGY:				544.43		
XTONA						
12/22/2025	156409	XTONA	IT SERVICES - PICKLE	250.60	609-49750-300	PICKLE PROFESSIONAL SERVICES
Total XTONA:				250.60		
Total MUNICIPAL LIQUOR STORE:				98,287.77		

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
PARK & RECREATION						
AAA EQUIPMENT CENTER						
12/02/2025	156284	AAA EQUIPMENT CENTER	BLOWER	300.00	250-45140-240	PARK SMALL TOOLS & MINOR EQUIP
Total AAA EQUIPMENT CENTER:				300.00		
AERCOR INC						
12/31/2025	156413	AERCOR INC	WARMING HOUSE WIFI	784.77	250-45140-400	PARK REPAIRS & MAINT - CONTRA
Total AERCOR INC:				784.77		
BUREAU OF CRIM. APPREHENSION						
12/22/2025	156351	BUREAU OF CRIM. APPREHENSION	BACKGROUND CHECKS X 6	90.00	250-45140-300	PARK PROFESSIONAL SERVICES
Total BUREAU OF CRIM. APPREHENSION:				90.00		
CARDMEMBER SERVICES						
12/02/2025	156293	CARDMEMBER SERVICES	TOY, SENSOR, FILTER, DECAL	391.23	250-45140-210	PARK OPERATING SUPPLIES
12/02/2025	156293	CARDMEMBER SERVICES	MN PARKS CONFERENCE - AMBER	378.84	250-45140-438	PARK SCHOOL\TRAINING
12/31/2025	156421	CARDMEMBER SERVICES	ASHTRAY, HOSE, CONTROLLER	205.42	250-45140-220	PARK REPAIR & MAINT SUPPLIES
Total CARDMEMBER SERVICES:				975.49		
CTC						
12/02/2025	156298	CTC	PARKS PHONE & INTERNET	114.32	250-45140-320	PARK COMMUNICATION
12/22/2025	156360	CTC	PARKS PHONE & INTERNET	113.43	250-45140-320	PARK COMMUNICATION
Total CTC:				227.75		
FERRELLGAS LP						
12/31/2025	156433	FERRELLGAS LP	RENTAL 11/01/25-10/31/2026	36.00	250-45140-220	PARK REPAIR & MAINT SUPPLIES
12/31/2025	156433	FERRELLGAS LP	PROPANE	58.21	250-45140-220	PARK REPAIR & MAINT SUPPLIES
12/31/2025	156433	FERRELLGAS LP	PROPANE	45.89	250-45140-220	PARK REPAIR & MAINT SUPPLIES
Total FERRELLGAS LP:				140.10		
GLS PROMOTIONS LLC						
12/22/2025	156370	GLS PROMOTIONS LLC	JEFF UNIFORM	253.50	250-45140-217	PARK UNIFORMS
12/22/2025	156370	GLS PROMOTIONS LLC	AMBER UNIFORM	196.00	250-45140-217	PARK UNIFORMS

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Total GLS PROMOTIONS LLC:				449.50		
HILLYARD INC						
12/31/2025	156438	HILLYARD INC	PARK SUPPLIES	465.03	250-45140-220	PARK REPAIR & MAINT SUPPLIES
Total HILLYARD INC:				465.03		
INNOVATIVE OFFICE SOLUTIONS LLC						
12/22/2025	156375	INNOVATIVE OFFICE SOLUTIONS LLC	PARK PAPER	49.48	250-45140-200	PARK OFFICE SUPPLIES
Total INNOVATIVE OFFICE SOLUTIONS LLC:				49.48		
MADISON NATIONAL LIFE INSURANCE CO INC						
12/02/2025	156312	MADISON NATIONAL LIFE INSURANCE CO I	LIFE, STD, LTD PARK	134.54	250-45140-130	PARK EMPLOYER PAID INSURANCE
Total MADISON NATIONAL LIFE INSURANCE CO INC:				134.54		
METRO SALES, INC.						
12/22/2025	156379	METRO SALES, INC.	COLOR COPIES PARKS	8.18	250-45140-400	PARK REPAIRS & MAINT - CONTRA
Total METRO SALES, INC.:				8.18		
MINNESOTA POWER						
12/02/2025	156318	MINNESOTA POWER	HOCKEY WARMING HOUSE	178.00	250-45140-380	PARK UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	HOCKEY RINK	12.14	250-45140-380	PARK UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	HOCKEY WARMING HOUSE	233.56	250-45140-380	PARK UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	HOCKEY RINK	12.21	250-45140-380	PARK UTILITY SERVICES
Total MINNESOTA POWER:				435.91		
NAPA AUTO PARTS BAXTER						
12/22/2025	156383	NAPA AUTO PARTS BAXTER	DISTRIBUTOR CAP	18.99	250-45140-220	PARK REPAIR & MAINT SUPPLIES
Total NAPA AUTO PARTS BAXTER:				18.99		
PAULA FINNEY						
12/22/2025	156388	PAULA FINNEY	YOGA INSTRUCTOR PAY	144.00	250-45140-308	PARK INSTRUCTORS PAY

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
Total PAULA FINNEY:				144.00		
XCEL ENERGY						
12/02/2025	156338	XCEL ENERGY	WARMING HOUSE	59.06	250-45140-380	PARK UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	WARMING HOUSE	180.88	250-45140-380	PARK UTILITY SERVICES
Total XCEL ENERGY:				239.94		
XTONA						
12/22/2025	156409	XTONA	IT SERVICES - PARKS	44.00	250-45140-320	PARK COMMUNICATION
Total XTONA:				44.00		
Total PARK & RECREATION:				4,507.68		

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SEWAGE COLLECTION AND DISPOSAL						
A.W. RESEARCH LABORATORIES, INC						
12/31/2025	156412	A.W. RESEARCH LABORATORIES, INC	CARBON/PH UNITS/RESIDUE	68.40	602-49450-437	WW OTHER
Total A.W. RESEARCH LABORATORIES, INC:				68.40		
CALIBRATION AND CONTROLS INC						
12/02/2025	156292	CALIBRATION AND CONTROLS INC	LABOR ONSITE	380.00	602-49450-400	WW REPAIRS & MAINT - CONT
12/02/2025	156292	CALIBRATION AND CONTROLS INC	CALIBRATION SERVICE ADVANCED INSTRUMENT	1,098.00	602-49450-400	WW REPAIRS & MAINT - CONT
Total CALIBRATION AND CONTROLS INC:				1,478.00		
CARDMEMBER SERVICES						
12/02/2025	156293	CARDMEMBER SERVICES	SSTS TRAINING - DECK	310.58	602-49450-438	WW SCHOOL\TRAINING
12/02/2025	156293	CARDMEMBER SERVICES	TRAINING MEAL	13.66	602-49450-438	WW SCHOOL\TRAINING
12/31/2025	156421	CARDMEMBER SERVICES	CABINET	51.98	602-49450-220	WW REPAIR & MAINTENANCE SUPPLI
12/31/2025	156421	CARDMEMBER SERVICES	TONER	64.71	602-49450-320	WW COMMUNICATION
12/31/2025	156421	CARDMEMBER SERVICES	TOM MPCA CONFERENCE	413.87	602-49450-438	WW SCHOOL\TRAINING
12/31/2025	156421	CARDMEMBER SERVICES	TOM UNIFORM	52.49	602-49450-217	WW UNIFORMS & EQUIPMENT
Total CARDMEMBER SERVICES:				907.29		
CROW WING COOPERATIVE POWER & LIGHT CO						
12/02/2025	156296	CROW WING COOPERATIVE POWER & LIGH	PINE TRAIL LIFT PUMP UTILITY	48.10	602-49450-380	WW UTILITY SERVICES
12/22/2025	156358	CROW WING COOPERATIVE POWER & LIGH	PINE TRAIL LIFT PUMP UTILITY	48.88	602-49450-380	WW UTILITY SERVICES
Total CROW WING COOPERATIVE POWER & LIGHT CO:				96.98		
CTC						
12/02/2025	156298	CTC	WW PHONE & INTERNET	95.52	602-49450-320	WW COMMUNICATION
12/22/2025	156360	CTC	WW PHONE & INTERNET	95.48	602-49450-320	WW COMMUNICATION
Total CTC:				191.00		
DECHANTAL EXCAVATING LLC						
12/02/2025	156301	DECHANTAL EXCAVATING LLC	AIR RELEASE MANHOLE REPLACEMENT	43,003.00	602-49450-530	WW CAPITAL OUTLAY: IMPROVE
Total DECHANTAL EXCAVATING LLC:				43,003.00		

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DIAMOND INDUSTRIAL CLEANING EQUIPMENT							
12/22/2025	156363	DIAMOND INDUSTRIAL CLEANING EQUIPME	MONTHLY SERVICE CONTRACT	139.95	602-49450-400	WW REPAIRS & MAINT - CONT	
12/22/2025	156363	DIAMOND INDUSTRIAL CLEANING EQUIPME	MONTHLY SERVICE CONTRACT	120.00	602-49450-400	WW REPAIRS & MAINT - CONT	
Total DIAMOND INDUSTRIAL CLEANING EQUIPMENT:				259.95			
ELECTRIC PUMP INC							
12/31/2025	156432	ELECTRIC PUMP INC	LIFT STATION 3 PUMP REPLACEMENT	36,254.00	602-49450-530	WW CAPITAL OUTLAY: IMPROVE	
12/31/2025	156432	ELECTRIC PUMP INC	LIFT STATION 7 REPAIR	9,430.26	602-49450-530	WW CAPITAL OUTLAY: IMPROVE	
12/31/2025	156432	ELECTRIC PUMP INC	LIFT STATION 7 REPAIR	7,324.75	602-49450-530	WW CAPITAL OUTLAY: IMPROVE	
Total ELECTRIC PUMP INC:				53,009.01			
GAMMELLO - PEARSON, PLLC							
12/27/2025	156193	GAMMELLO - PEARSON, PLLC	LIFT STATION 1	60.00-	602-49450-300	WW PROFESSIONAL SERVICES	V
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	LIFT STATION 1	60.00	602-49450-300	WW PROFESSIONAL SERVICES	
Total GAMMELLO - PEARSON, PLLC:				.00			
GOPHER STATE ONE-CALL, INC							
12/22/2025	156371	GOPHER STATE ONE-CALL, INC	TICKETS	58.05	602-49450-437	WW OTHER	
Total GOPHER STATE ONE-CALL, INC:				58.05			
GREENHECK AUTO GLASS, INC.							
12/22/2025	156373	GREENHECK AUTO GLASS, INC.	WINDSHEILD REPAIR	250.00	602-49450-400	WW REPAIRS & MAINT - CONT	
Total GREENHECK AUTO GLASS, INC.:				250.00			
MADISON NATIONAL LIFE INSURANCE CO INC							
12/02/2025	156312	MADISON NATIONAL LIFE INSURANCE CO I	LIFE, STD, LTD WW	122.71	602-49450-130	WW EMPLOYER PAID INSURANCE	
Total MADISON NATIONAL LIFE INSURANCE CO INC:				122.71			
METRO SALES, INC.							
12/22/2025	156379	METRO SALES, INC.	COLOR COPIES WW	3.91	602-49450-400	WW REPAIRS & MAINT - CONT	
Total METRO SALES, INC.:				3.91			

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
MILLS MOTOR, INC.						
12/02/2025	156317	MILLS MOTOR, INC.	2019 FORD F-450	757.04	602-49450-400	WW REPAIRS & MAINT - CONT
Total MILLS MOTOR, INC.:				757.04		
MINNESOTA POWER						
12/02/2025	156318	MINNESOTA POWER	LIFT PUMP #3	420.53	602-49450-380	WW UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	LIFT PUMP #1	217.22	602-49450-380	WW UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	LIFT PUMP #6	35.13	602-49450-380	WW UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	INTERLACHEN LIFT PUMP	31.64	602-49450-380	WW UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	PINES LIFT PUMP	49.17	602-49450-380	WW UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	CROSSROADS LIFT PUMP	27.13	602-49450-380	WW UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	LIFT PUMP #5	27.97	602-49450-380	WW UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	LIFT PUMP #4	39.82	602-49450-380	WW UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	24757 CHARMIN	2,881.68	602-49450-380	WW UTILITY SERVICES
12/02/2025	156318	MINNESOTA POWER	LIFT PUMP #2	42.77	602-49450-380	WW UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	LIFT PUMP #3	795.49	602-49450-380	WW UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	LIFT PUMP #1	205.68	602-49450-380	WW UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	LIFT PUMP #5	30.89	602-49450-380	WW UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	PINES LIFT PUMP	39.80	602-49450-380	WW UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	CROSSROADS LIFT PUMP	28.21	602-49450-380	WW UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	24757 CHARMIN	2,310.89	602-49450-380	WW UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	LIFT PUMP #4	38.97	602-49450-380	WW UTILITY SERVICES
12/22/2025	156381	MINNESOTA POWER	LIFT PUMP #2	46.06	602-49450-380	WW UTILITY SERVICES
12/31/2025	156447	MINNESOTA POWER	LIFT PUMP #6	32.22	602-49450-380	WW UTILITY SERVICES
12/31/2025	156447	MINNESOTA POWER	INTERLACHEN LIFT PUMP	30.78	602-49450-380	WW UTILITY SERVICES
Total MINNESOTA POWER:				7,332.05		
NISSWA HARDWARE LLC						
12/22/2025	156385	NISSWA HARDWARE LLC	PVC, TIES, FASTENERS	110.25	602-49450-220	WW REPAIR & MAINTENANCE SUPPLI
Total NISSWA HARDWARE LLC:				110.25		
PREFERRED PUMP & EQUIPMENT, LP						
12/22/2025	156392	PREFERRED PUMP & EQUIPMENT, LP	CABLE 4-SEALCORD	296.30	602-49450-220	WW REPAIR & MAINTENANCE SUPPLI
Total PREFERRED PUMP & EQUIPMENT, LP:				296.30		

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THE WAGON LLC DBA HONEY WAGON						
12/22/2025	156404	THE WAGON LLC DBA HONEY WAGON	LOWER ROY LAKE/HOLE IN THE DAY	275.00	602-49450-400	WW REPAIRS & MAINT - CONT
12/22/2025	156404	THE WAGON LLC DBA HONEY WAGON	PINES GOLF COURSE	360.00	602-49450-400	WW REPAIRS & MAINT - CONT
12/22/2025	156404	THE WAGON LLC DBA HONEY WAGON	DUTCHMAN'S BLUFF/E LINDEN	465.00	602-49450-400	WW REPAIRS & MAINT - CONT
12/22/2025	156404	THE WAGON LLC DBA HONEY WAGON	LEGION/HILLS CROSSING	840.00	602-49450-400	WW REPAIRS & MAINT - CONT
12/22/2025	156404	THE WAGON LLC DBA HONEY WAGON	HOLE IN THE DAY	420.00	602-49450-400	WW REPAIRS & MAINT - CONT
12/22/2025	156404	THE WAGON LLC DBA HONEY WAGON	LOWER ROY LAKE/HOLE IN THE DAY	840.00	602-49450-400	WW REPAIRS & MAINT - CONT
12/22/2025	156404	THE WAGON LLC DBA HONEY WAGON	OLD GOVT TRAIL	420.00	602-49450-400	WW REPAIRS & MAINT - CONT
12/22/2025	156404	THE WAGON LLC DBA HONEY WAGON	OLD GOVT TRAIL/TALLTIMBERS	1,470.00	602-49450-400	WW REPAIRS & MAINT - CONT
12/22/2025	156404	THE WAGON LLC DBA HONEY WAGON	OLD GOVT TRAIL/NISSWA LANE	840.00	602-49450-400	WW REPAIRS & MAINT - CONT
Total THE WAGON LLC DBA HONEY WAGON:				5,930.00		
WIDSETH SMITH NOLTING AND ASSOCIATES INC						
12/02/2025	156336	WIDSETH SMITH NOLTING AND ASSOCIATE	WW ENGINEERING	600.00	602-49450-300	WW PROFESSIONAL SERVICES
Total WIDSETH SMITH NOLTING AND ASSOCIATES INC:				600.00		
XCEL ENERGY						
12/02/2025	156338	XCEL ENERGY	WASTEWATER OFFICE	39.61	602-49450-380	WW UTILITY SERVICES
12/02/2025	156338	XCEL ENERGY	WW BLOWER BUILDING	58.47	602-49450-380	WW UTILITY SERVICES
12/02/2025	156338	XCEL ENERGY	LIFT STATION 3	27.62	602-49450-380	WW UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	WASTEWATER OFFICE	86.59	602-49450-380	WW UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	LIFT STATION 3	29.76	602-49450-380	WW UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	WW BLOWER BUILDING	107.85	602-49450-380	WW UTILITY SERVICES
Total XCEL ENERGY:				349.90		
XTONA						
12/22/2025	156409	XTONA	IT SERVICES - WW	44.00	602-49450-320	WW COMMUNICATION
Total XTONA:				44.00		
Total SEWAGE COLLECTION AND DISPOSAL:				114,867.84		

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SPIRITS OF NISSWA						
ARTISAN BEER COMPANY						
12/02/2025	156287	ARTISAN BEER COMPANY	SPIRITS	258.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156287	ARTISAN BEER COMPANY	SPIRITS	33.85	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156342	ARTISAN BEER COMPANY	SPIRITS	206.20	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156342	ARTISAN BEER COMPANY	SPIRITS	207.70	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156415	ARTISAN BEER COMPANY	SPIRITS	757.95	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156415	ARTISAN BEER COMPANY	SPIRITS	587.55	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156415	ARTISAN BEER COMPANY	SPIRITS	896.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156415	ARTISAN BEER COMPANY	SPIRITS	153.75	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
Total ARTISAN BEER COMPANY:				3,101.50		
BELLBOY CORPORATION						
12/22/2025	156344	BELLBOY CORPORATION	SPIRITS	991.63	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156344	BELLBOY CORPORATION	SPIRITS	727.47	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156344	BELLBOY CORPORATION	SPIRITS	391.93	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156344	BELLBOY CORPORATION	SPIRITS	186.40	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156344	BELLBOY CORPORATION	SPIRITS	6.88	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156416	BELLBOY CORPORATION	SPIRITS	431.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156416	BELLBOY CORPORATION	SPIRITS	162.24	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
Total BELLBOY CORPORATION:				2,898.05		
BERNICKS						
12/02/2025	156289	BERNICKS	SPIRITS	4,079.65	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156289	BERNICKS	SPIRITS	188.70	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156289	BERNICKS	SPIRITS	10.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	1,652.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	48.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	1,357.90	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	27.60	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	22.32-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	502.35	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	189.05	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	303.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	2,502.80	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	165.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156345	BERNICKS	SPIRITS	200.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156417	BERNICKS	SPIRITS	1,627.55	610-49750-250	SPIRITS MERCHANDISE FOR RESALE

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12/31/2025	156417	BERNICKS	SPIRITS	25.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156417	BERNICKS	SPIRITS	242.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156417	BERNICKS	SPIRITS	90.98	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156417	BERNICKS	SPIRITS	2,295.10	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156417	BERNICKS	SPIRITS	61.80	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156417	BERNICKS	SPIRITS	148.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156417	BERNICKS	SPIRITS	365.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156417	BERNICKS	SPIRITS	1,768.30	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156417	BERNICKS	SPIRITS	41.40	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156417	BERNICKS	SPIRITS	56.16-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
Total BERNICKS:				17,012.70		
BIG AXE BREWING COMPANY LLC						
12/31/2025	156418	BIG AXE BREWING COMPANY LLC	SPIRITS	212.88	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156418	BIG AXE BREWING COMPANY LLC	SPIRITS	110.88	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156418	BIG AXE BREWING COMPANY LLC	SPIRITS	275.76	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156418	BIG AXE BREWING COMPANY LLC	SPIRITS	308.73	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156418	BIG AXE BREWING COMPANY LLC	SPIRITS	139.34	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
Total BIG AXE BREWING COMPANY LLC:				1,047.59		
BREAKTHRU BEVERAGE MN WINE & SPIRITS						
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	143.80-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	1.15-	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	98.95-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	1.15-	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	242.75	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	2.30	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	5,395.57	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	83.11	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	4,683.23	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156290	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	47.24	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156350	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	4,621.24	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156350	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	54.43	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	26.05-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	1.15-	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	432.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	4.60-	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	242.71	610-49750-250	SPIRITS MERCHANDISE FOR RESALE

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12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	.76	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	6,528.15	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	53.21	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	664.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	6.90	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	3,860.55	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156419	BREAKTHRU BEVERAGE MN WINE & SPIRIT	SPIRITS	28.08	610-49750-330	SPIRITS TRANSPORTATION
Total BREAKTHRU BEVERAGE MN WINE & SPIRITS:				25,805.88		
C & L DISTRIBUTING						
12/02/2025	156291	C & L DISTRIBUTING	SPIRITS	95.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156291	C & L DISTRIBUTING	SPIRITS	58.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156291	C & L DISTRIBUTING	SPIRITS	14.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156291	C & L DISTRIBUTING	SPIRITS	2,063.80	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156291	C & L DISTRIBUTING	SPIRITS	73.20-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156291	C & L DISTRIBUTING	SPIRITS	3,089.65	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156291	C & L DISTRIBUTING	SPIRITS	602.70	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	SPIRITS	4,875.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	SPIRITS	350.70-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	SPIRITS	102.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	SPIRITS	3,678.40	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	SPIRITS	62.65	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	SPIRITS	770.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	SPIRITS	24.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156352	C & L DISTRIBUTING	SPIRITS	3,881.55	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	SPIRITS	432.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	SPIRITS	2.80-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	SPIRITS	7,371.20	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	SPIRITS	39.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	SPIRITS	3,325.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156420	C & L DISTRIBUTING	SPIRITS	18.58	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
Total C & L DISTRIBUTING:				29,650.33		
CARDMEMBER SERVICES						
12/02/2025	156293	CARDMEMBER SERVICES	DISPLAY CASES	70.86	610-49750-210	SPIRITS OPERATING SUPPLIES
12/02/2025	156293	CARDMEMBER SERVICES	PHILLIPS KING	1,088.22	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156293	CARDMEMBER SERVICES	ENTRY ALERT	21.56	610-49750-220	SPIRITS REPAIR & MAINT. SUPPLY
12/02/2025	156293	CARDMEMBER SERVICES	CANNABIS	323.38	610-49750-433	SPIRITS DUES & SUBSCRIPTIONS

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12/31/2025	156421	CARDMEMBER SERVICES	PROTECTOR PLUS	7.99	610-49750-200	SPIRITS OFFICE SUPPLIES
12/31/2025	156421	CARDMEMBER SERVICES	CEILING HOOKS, VOICE RECORDERS	106.02	610-49750-210	SPIRITS OPERATING SUPPLIES
12/31/2025	156421	CARDMEMBER SERVICES	SPIRITSOFNISSWA.COM	44.38	610-49750-433	SPIRITS DUES & SUBSCRIPTIONS
12/31/2025	156421	CARDMEMBER SERVICES	GLASSES, RETURNS	20.01	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156421	CARDMEMBER SERVICES	BLADE SET	16.17	610-49750-220	SPIRITS REPAIR & MAINT. SUPPLY
12/31/2025	156421	CARDMEMBER SERVICES	SAND IN TUBE	9.67	610-49750-210	SPIRITS OPERATING SUPPLIES
Total CARDMEMBER SERVICES:				1,708.26		
CHRISTOPHER BESETT						
12/31/2025	156424	CHRISTOPHER BESETT	UNIFI 7 PRO ACCESS POINT	753.94	610-49750-200	SPIRITS OFFICE SUPPLIES
Total CHRISTOPHER BESETT:				753.94		
CTC						
12/02/2025	156298	CTC	SPIRIT PHONES & INTERNET	107.24	610-49750-320	SPIRITS COMMUNICATION
12/22/2025	156360	CTC	SPIRIT PHONES & INTERNET	105.50	610-49750-320	SPIRITS COMMUNICATION
Total CTC:				212.74		
D & D BEVERAGE LLC						
12/02/2025	156299	D & D BEVERAGE LLC	SPIRITS	78.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	SPIRITS	92.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	SPIRITS	246.80-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	SPIRITS	142.80	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	SPIRITS	1,319.80	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	SPIRITS	136.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	SPIRITS	4,938.60	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	SPIRITS	27.50-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	SPIRITS	151.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156299	D & D BEVERAGE LLC	SPIRITS	1,276.95	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	SPIRITS	4,522.80	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	SPIRITS	648.30	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	SPIRITS	4,288.15	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	SPIRITS	2,246.60	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	SPIRITS	68.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	SPIRITS	32.21	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	SPIRITS	5,627.80	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156362	D & D BEVERAGE LLC	SPIRITS	104.55-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	SPIRITS	30.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE

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12/31/2025	156429	D & D BEVERAGE LLC	SPIRITS	1,529.40	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	SPIRITS	225.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	SPIRITS	11,354.10	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	SPIRITS	4,350.70	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	SPIRITS	2,677.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	SPIRITS	28.20-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	SPIRITS	2,558.10	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156429	D & D BEVERAGE LLC	SPIRITS	38.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
Total D & D BEVERAGE LLC:				47,380.76		
DRASTIC MEASURES BREWING LLC						
12/31/2025	156431	DRASTIC BREWING LLC	SPIRITS	340.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
Total DRASTIC MEASURES BREWING LLC:				340.00		
GAMMELLO - PEARSON, PLLC						
12/27/2025	156410	GAMMELLO - PEARSON, PLLC	SPIRITS EXPANSION MATTERS	2,256.00	610-49750-300	SPIRITS PROFESSIONAL SERVICES
Total GAMMELLO - PEARSON, PLLC:				2,256.00		
GRANITE CITY JOBBING CO INC						
12/02/2025	156306	GRANITE CITY JOBBING CO INC	BEVERAGES FOUNTAIN SPIRITS	213.90	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	SHIPPING SPIRITS	10.00	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156306	GRANITE CITY JOBBING CO INC	CIGS SPIRITS	1,379.76	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS SPIRITS	485.40	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156306	GRANITE CITY JOBBING CO INC	PAPER SUPPLIES SPIRITS	56.15	610-49750-210	SPIRITS OPERATING SUPPLIES
12/22/2025	156372	GRANITE CITY JOBBING CO INC	CIGS SPIRITS	1,496.02	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS SPIRITS	671.21	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	VTM MERCHANDISE - SPIRIT	90.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	PAPER SUPPLIES SPIRITS	146.53	610-49750-210	SPIRITS OPERATING SUPPLIES
12/22/2025	156372	GRANITE CITY JOBBING CO INC	SHIPPING SPIRITS	10.00	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156372	GRANITE CITY JOBBING CO INC	CIGS SPIRITS	623.56	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS SPIRITS	93.62	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	VTM MERCHANDISE - SPIRIT	90.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	PAPER SUPPLIES SPIRITS	218.63	610-49750-210	SPIRITS OPERATING SUPPLIES
12/22/2025	156372	GRANITE CITY JOBBING CO INC	BEVERAGES FOUNTAIN SPIRITS	106.95	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156372	GRANITE CITY JOBBING CO INC	SHIPPING SPIRITS	10.00	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156435	GRANITE CITY JOBBING CO INC	CIGS SPIRITS	748.48	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156435	GRANITE CITY JOBBING CO INC	TOBACCO/CIGARS SPIRITS	267.10	610-49750-250	SPIRITS MERCHANDISE FOR RESALE

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12/31/2025	156435	GRANITE CITY JOBBING CO INC	CONFECTIONS SPIRITS	17.94	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156435	GRANITE CITY JOBBING CO INC	PAPER SUPPLIES SPIRITS	114.60	610-49750-210	SPIRITS OPERATING SUPPLIES
12/31/2025	156435	GRANITE CITY JOBBING CO INC	BEVERAGES FOUNTAIN SPIRITS	38.39	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156435	GRANITE CITY JOBBING CO INC	SHIPPING SPIRITS	10.00	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156435	GRANITE CITY JOBBING CO INC	PAPER SUPPLIES SPIRITS	21.26	610-49750-210	SPIRITS OPERATING SUPPLIES
Total GRANITE CITY JOBBING CO INC:				6,919.50		
INNOVATIVE OFFICE SOLUTIONS LLC						
12/22/2025	156375	INNOVATIVE OFFICE SOLUTIONS LLC	PAPER	49.48	610-49750-200	SPIRITS OFFICE SUPPLIES
Total INNOVATIVE OFFICE SOLUTIONS LLC:				49.48		
JOHNSON BROTHERS LIQUOR COMPANY INC						
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	29.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	58.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	120.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	373.02	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	6.60	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	1,674.84	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	52.80	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	5,081.95	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	78.76	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	611.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	19.80	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	820.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	4.40	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	2,199.14	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	34.10	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	1,755.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	33.37	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	4,782.91	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	57.57	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	1,906.92	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	22.62	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	442.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	13.20	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	173.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	7.10	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	250.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE

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12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	13.20	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	1,166.21	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	18.70	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	13,311.07	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	158.58	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	2,762.70	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	66.00	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	41.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156309	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	1.00	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	14.25-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	558.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	14.30	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	.55	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	892.20	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	6.22	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	488.06	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	20.17	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	81.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	2.70	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	998.73	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	8.98	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	288.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	6.60	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	5,455.96	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	84.12	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	40.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	2.20	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	37.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156376	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	2.20	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	425.70-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	1.10-	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	553.70	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	3.67	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	402.77	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	4.40	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	96.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	4.40	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	13,020.03	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	194.38	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	1,027.35	610-49750-250	SPIRITS MERCHANDISE FOR RESALE

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12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	39.60	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	281.10	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	5.90	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	2.75	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	160.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	4.40	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	1,381.66	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	15.77	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	5,741.97	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	89.10	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	1,908.80	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	41.80	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	133.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	8.80	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	3,475.65	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	41.80	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	4,731.25	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	96.80	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	128.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	8.80	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	8,393.96	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	153.26	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	96.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156440	JOHNSON BROTHERS LIQUOR COMPANY IN	SPIRITS	2.20	610-49750-330	SPIRITS TRANSPORTATION
Total JOHNSON BROTHERS LIQUOR COMPANY INC:				88,528.57		
MADISON NATIONAL LIFE INSURANCE CO INC						
12/02/2025	156312	MADISON NATIONAL LIFE INSURANCE CO I	LIFE, STD, LTD SPIRITS STAFF	205.27	610-49752-130	SPIRITS EMPLOYER PAID INSURANC
Total MADISON NATIONAL LIFE INSURANCE CO INC:				205.27		
METRO SALES, INC.						
12/22/2025	156379	METRO SALES, INC.	COLOR COPIES SPIRITS	21.69	610-49750-400	SPIRITS R & M CONTRACTUAL
Total METRO SALES, INC.:				21.69		
MINNESOTA MUNICIPAL BEVERAGE ASSOCATION						
12/22/2025	156380	MINNESOTA MUNICIPAL BEVERAGE ASSOC	ANNUAL DUES - SPIRITS	2,220.00	610-49750-433	SPIRITS DUES & SUBSCRIPTIONS

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Total MINNESOTA MUNICIPAL BEVERAGE ASSOCATION:				2,220.00		
MINNESOTA POWER						
12/02/2025	156318	MINNESOTA POWER	23962 SMILEY LIQUOR STORE	1,537.04	610-49750-380	SPIRITS UTILITY SERVICES
12/31/2025	156447	MINNESOTA POWER	23962 SMILEY LIQUOR STORE	1,569.70	610-49750-380	SPIRITS UTILITY SERVICES
Total MINNESOTA POWER:				3,106.74		
NISSWA HARDWARE LLC						
12/22/2025	156385	NISSWA HARDWARE LLC	HOLE SCREW/ARBOR	16.10	610-49750-210	SPIRITS OPERATING SUPPLIES
Total NISSWA HARDWARE LLC:				16.10		
PAUSTIS WINE COMPANY						
12/02/2025	156321	PAUSTIS WINE COMPANY	SPIRITS	1,361.01	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156321	PAUSTIS WINE COMPANY	SPIRITS	17.50	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156321	PAUSTIS WINE COMPANY	SPIRITS	144.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156321	PAUSTIS WINE COMPANY	SPIRITS	1.50	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156321	PAUSTIS WINE COMPANY	SPIRITS	112.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156321	PAUSTIS WINE COMPANY	SPIRITS	8.00	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156451	PAUSTIS WINE COMPANY	SPIRITS	1,736.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156451	PAUSTIS WINE COMPANY	SPIRITS	26.25	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156451	PAUSTIS WINE COMPANY	SPIRITS	176.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156451	PAUSTIS WINE COMPANY	SPIRITS	8.00	610-49750-330	SPIRITS TRANSPORTATION
Total PAUSTIS WINE COMPANY:				3,590.76		
PFM FINANCIAL ADVISORS LLC						
12/22/2025	156390	PFM FINANCIAL ADVISORS LLC	LIQUOR FUND ANALYSIS	3,250.00	610-49750-300	SPIRITS PROFESSIONAL SERVICES
Total PFM FINANCIAL ADVISORS LLC:				3,250.00		
PHILLIPS WINE & SPIRITS						
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	13.48	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	436.05	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	924.75	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	39.60	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	142.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	2.20	610-49750-330	SPIRITS TRANSPORTATION

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12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	4.40	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	605.72	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	9.90	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	399.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	8.80	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	146.25	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	8.80	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	1,220.02	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	26.40	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	219.30	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	4.40	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	54.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	4.16	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	2.20	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	2,104.47	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	48.40	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	1,037.85	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	33.00	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	147.75	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156322	PHILLIPS WINE & SPIRITS	SPIRITS	6.60	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	1.10	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	968.94	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	11.37	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	1,365.63	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	33.37	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	730.95	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	33.00	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	786.75	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	8.80	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	.18	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	.18	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	1,150.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	15.40	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	814.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	44.00	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	400.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156391	PHILLIPS WINE & SPIRITS	SPIRITS	12.10	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	1,644.08	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	26.40	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	532.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE

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12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	22.00	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	142.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	2.20	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	1,780.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	39.60	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	3,211.12	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	50.60	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	2,717.25	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	116.60	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	324.57	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	6.69	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	520.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	24.20	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	239.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156453	PHILLIPS WINE & SPIRITS	SPIRITS	13.20	610-49750-330	SPIRITS TRANSPORTATION
Total PHILLIPS WINE & SPIRITS:				25,439.28		
RITE ENTERPRISES, INC						
12/31/2025	156456	RITE ENTERPRISES, INC	SUPPORT	1,320.71	610-49750-433	SPIRITS DUES & SUBSCRIPTIONS
Total RITE ENTERPRISES, INC:				1,320.71		
SCHAEFERS FOODS						
12/02/2025	156323	SCHAEFERS FOODS	STAMPS	4.68	610-49750-200	SPIRITS OFFICE SUPPLIES
12/02/2025	156323	SCHAEFERS FOODS	LIMES LEMONS SPIRITS	96.60	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156457	SCHAEFERS FOODS	LIMES LEMONS SPIRITS	37.52	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156457	SCHAEFERS FOODS	KLEENEX	14.43	610-49750-220	SPIRITS REPAIR & MAINT. SUPPLY
Total SCHAEFERS FOODS:				153.23		
SCHAEFERS OF NISSWA LIMITED						
12/04/2025	156340	SCHAEFERS OF NISSWA LIMITED	2022 RENT	8,923.40	610-49750-410	SPIRITS RENTALS
Total SCHAEFERS OF NISSWA LIMITED:				8,923.40		
SOUTHERN GLAZER'S WINE AND SPI, LLC						
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	2,040.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	81.00	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	2,040.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE

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12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	81.00	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	14.48	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	48.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	132.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	30.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	4,268.32	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	69.60	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	2,842.08	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	45.45	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	1,560.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	25.20	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	156.33	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	.30	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	1,959.70	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	32.40	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	76.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	1.35	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	899.40	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	12.60	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	4,828.59	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	47.40	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	129.99	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	2.10	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	2,108.40	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156283	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	42.90	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	800.16	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	28.80	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	860.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	30.60	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	818.65	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	12.60	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	708.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	30.60	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	24.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	42.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	2,500.34	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	39.60	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	170.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	1.80	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	2,229.99	610-49750-250	SPIRITS MERCHANDISE FOR RESALE

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	36.00	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	12.60	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	1,878.92	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	20.03	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	389.97	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	7.20	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	321.92	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	11.10	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	314.95	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	1.80	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	3,580.80	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	57.90	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	55.96	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	1.80	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	322.17	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156396	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	7.20	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	2,022.12	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	41.58	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	851.67	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	18.45	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	6,613.32	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	97.35	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	55.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	1.80	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	922.41	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156460	SOUTHERN GLAZER'S WINE AND SPI, LLC	SPIRITS	11.40	610-49750-330	SPIRITS TRANSPORTATION
Total SOUTHERN GLAZER'S WINE AND SPI, LLC:				48,975.65		
THE HOME CITY ICE COMPANY						
12/02/2025	156330	THE HOME CITY ICE COMPANY	ICE SPIRITS	32.76	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156330	THE HOME CITY ICE COMPANY	ICE SPIRITS	69.06	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156402	THE HOME CITY ICE COMPANY	ICE SPIRITS	127.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156465	THE HOME CITY ICE COMPANY	ICE SPIRITS	71.18	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156465	THE HOME CITY ICE COMPANY	ICE SPIRITS	146.62	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
Total THE HOME CITY ICE COMPANY:				447.12		
THE WINE COMPANY						
12/02/2025	156331	THE WINE COMPANY	SPIRITS	608.66	610-49750-250	SPIRITS MERCHANDISE FOR RESALE

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
12/02/2025	156331	THE WINE COMPANY	SPIRITS	26.10	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156331	THE WINE COMPANY	SPIRITS	64.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156331	THE WINE COMPANY	SPIRITS	1.05-	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156331	THE WINE COMPANY	SPIRITS	822.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156331	THE WINE COMPANY	SPIRITS	36.85	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156466	THE WINE COMPANY	SPIRITS	703.34	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156466	THE WINE COMPANY	SPIRITS	33.80	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156466	THE WINE COMPANY	SPIRITS	841.33	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156466	THE WINE COMPANY	SPIRITS	36.95	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156466	THE WINE COMPANY	SPIRITS	68.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156466	THE WINE COMPANY	SPIRITS	2.10-	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156466	THE WINE COMPANY	SPIRITS	692.50	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156466	THE WINE COMPANY	SPIRITS	43.00	610-49750-330	SPIRITS TRANSPORTATION
Total THE WINE COMPANY:				3,709.38		
VESTIS GROUP, INC						
12/31/2025	156468	VESTIS GROUP, INC	MATS/MOP SPIRITS	59.01	610-49750-400	SPIRITS R & M CONTRACTUAL
12/31/2025	156468	VESTIS GROUP, INC	MATS/MOP SPIRITS	59.01	610-49750-400	SPIRITS R & M CONTRACTUAL
Total VESTIS GROUP, INC:				118.02		
VIKING COCA COLA BOTTLING CO.						
12/02/2025	156334	VIKING COCA COLA BOTTLING CO.	SPIRITS POP	224.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156469	VIKING COCA COLA BOTTLING CO.	SPIRITS POP	197.90	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156469	VIKING COCA COLA BOTTLING CO.	SPIRITS POP	301.95	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156469	VIKING COCA COLA BOTTLING CO.	SPIRITS POP	203.80	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
Total VIKING COCA COLA BOTTLING CO.:				927.65		
VINOCOPIA INC						
12/02/2025	156335	VINOCOPIA INC	SPIRITS	570.68	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156335	VINOCOPIA INC	SPIRITS	10.00	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156470	VINOCOPIA INC	SPIRITS	1,500.74	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
Total VINOCOPIA INC:				2,081.42		
WASTE PARTNERS INC						
12/22/2025	156407	WASTE PARTNERS INC	GARBAGE - SPIRITS	211.42	610-49750-210	SPIRITS OPERATING SUPPLIES

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
Total WASTE PARTNERS INC:				211.42		
WINE MERCHANTS						
12/02/2025	156337	WINE MERCHANTS	SPIRITS	134.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156337	WINE MERCHANTS	SPIRITS	2.20	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156337	WINE MERCHANTS	SPIRITS	1,114.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156337	WINE MERCHANTS	SPIRITS	13.02	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156337	WINE MERCHANTS	SPIRITS	2,140.42	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156337	WINE MERCHANTS	SPIRITS	22.37	610-49750-330	SPIRITS TRANSPORTATION
12/02/2025	156337	WINE MERCHANTS	SPIRITS	136.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/02/2025	156337	WINE MERCHANTS	SPIRITS	2.20	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156408	WINE MERCHANTS	SPIRITS	1,656.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156408	WINE MERCHANTS	SPIRITS	17.60	610-49750-330	SPIRITS TRANSPORTATION
12/22/2025	156408	WINE MERCHANTS	SPIRITS	136.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/22/2025	156408	WINE MERCHANTS	SPIRITS	2.20	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156471	WINE MERCHANTS	SPIRITS	136.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156471	WINE MERCHANTS	SPIRITS	2.20-	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156471	WINE MERCHANTS	SPIRITS	970.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156471	WINE MERCHANTS	SPIRITS	11.00	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156471	WINE MERCHANTS	SPIRITS	966.20	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156471	WINE MERCHANTS	SPIRITS	28.60	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156471	WINE MERCHANTS	SPIRITS	384.00	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156471	WINE MERCHANTS	SPIRITS	2.20	610-49750-330	SPIRITS TRANSPORTATION
12/31/2025	156471	WINE MERCHANTS	SPIRITS	3,258.90	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156471	WINE MERCHANTS	SPIRITS	81.03	610-49750-330	SPIRITS TRANSPORTATION
Total WINE MERCHANTS:				10,939.74		
WINEBOW INC						
12/31/2025	156472	WINEBOW INC	SPIRITS	4.00-	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156472	WINEBOW INC	SPIRITS	614.74	610-49750-250	SPIRITS MERCHANDISE FOR RESALE
12/31/2025	156472	WINEBOW INC	SPIRITS	6.00	610-49750-330	SPIRITS TRANSPORTATION
Total WINEBOW INC:				616.74		
XCEL ENERGY						
12/02/2025	156338	XCEL ENERGY	SPIRITS OF NISSWA	44.66	610-49750-380	SPIRITS UTILITY SERVICES
12/31/2025	156473	XCEL ENERGY	SPIRITS OF NISSWA	144.65	610-49750-380	SPIRITS UTILITY SERVICES

Check Date	Check No	Payee	Description	Amount	GL Account	GL Account Title
Total XCEL ENERGY:				189.31		
XTONA						
12/22/2025	156409	XTONA	IT SERVICES - SPIRITS	283.10	610-49750-300	SPIRITS PROFESSIONAL SERVICES
12/22/2025	156409	XTONA	IT SERVICES - PZ	44.00	610-49750-300	SPIRITS PROFESSIONAL SERVICES
Total XTONA:				327.10		
Total SPIRITS OF NISSWA:				344,456.03		
Grand Totals:				960,612.96		

Dated: _____

Mayor: _____

City Council: _____

_____

C29

MINNESOTA LAWFUL GAMBLING

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than $50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be $1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: Nisswa Firemans Relief association

Previous Gambling Permit Number: X-95743

Minnesota Tax ID Number, if any: _____

Federal Employer ID Number (FEIN), if any: 41-6037369

Mailing Address: po box 410

City: nisswa State: mn Zip: 56468 County: crow wing

Name of Chief Executive Officer (CEO): Andy Schaefer

CEO Daytime Phone: 218-330-9030 CEO Email: andy@schaefersfoods.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☐ Veterans ☑ Other Nonprofit Organization

Attach a copy of <u>one</u> of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☑ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:
www.sos.state.mn.us
651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of <u>both</u> of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): Nisswa Firehall

Physical Address (do not use P.O. box): 25636 main st

Check one:

☑ City: nisswa Zip: 56468 County: crow wing

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): 3-1-2026

Check each type of gambling activity that your organization will conduct:

☐ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☑ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to ***www.mn.gov/gcb*** and click on ***Distributors*** under the ***List of Licensees*** tab, or call 651-539-1900.

LG220 Application for Exempt Permit

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

CITY APPROVAL for a gambling premises located within city limits

- [x] The application is acknowledged with no waiting period.
- [ ] The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- [ ] The application is denied.

Print City Name: Nisswa

Signature of City Personnel:

Title: Interim City Admin/Finance Sp Date: 01/20/2026

The city or county must sign before submitting application to the Gambling Control Board.

COUNTY APPROVAL for a gambling premises located in a township

- [ ] The application is acknowledged with no waiting period.
- [ ] The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- [ ] The application is denied.

Print County Name: _____

Signature of County Personnel:

Title: _____ Date: _____

TOWNSHIP (if required by the county)
On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature: _____ Date: _____
(Signature must be CEO's signature; designee may not sign)

Print Name: Andy Schaefer

REQUIREMENTS

Complete a separate application for:
- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:
A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

____ a copy of your proof of nonprofit status; and

____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **$100**; otherwise the fee is **$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?
Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Department of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

CITY OF NISSWA

CITY STREET USE PERMIT APPLICATION

INSTRUCTIONS: Fill out this form completely, sign it and include all required attachments – Certificate of Insurance, and Event/Street Use diagram. If additional space is needed, attach additional sheets. Use of a city street is limited to 10 days per calendar year per property address or business. Submit to the City Clerk, 5442 City Hall Street, Nisswa, MN 56468 or kiki@cityofnisswa.gov at least 30 business days prior to the date of the event along with the **$25 permit fee.** You will be notified by email once the application is approved.

1. **Describe purpose or event and how the City Street will be used:**
Nisswa Winter Jubilee parade - brief closure to traffic, parking will remain open.

Location address: Main Street - Nisswa

Date(s): Saturday, February 14th

Event Starting Time: 11:45 Event Ending Time: 12:30

Set-up Start Date and Time: 2/14 - 11:30

Dismantle by Date and Time: 2/14 - 12:45

Anticipated Number of Participants and/or Spectators: ~10

If there is a fee or donation required as a condition of attendance, please describe:
N/A

2. Application Information:

Name: Kalie VanVickle Title: President

Address: 25532 Main St. Phone: 218-963-2620

Cell: 218-330-6054 E-Mail: kalie@nisswa.com

Business Name: Nisswa Chamber of Commerce

Are you the property owner? Yes _____ No X

Are you an authorized applicant for this business? Yes X No _____

Will this person have authority to cancel or modify event plans? Yes X No _____

Will this person be present at the event and in charge of the event at all times? Yes X

If no, provide contact information for the person who will be the responsible party:

Name: _____ Title: _____

Address: _____ Phone: _____

Cell: _____ E-Mail: _____

3. Entertainment:

Describe entertainment plans. If there will be music, sound amplification or any other noise impact, please describe including the intended hours.

Some floats may choose to play music.

4. Sanitation/Drinking Water:

Describe the toilet and handwashing facilities present on the site (type, number and location) as well as temporary/portable facilities to be provided. Describe the source of drinking water.

Public restrooms at the Chamber building will be available for both purposes.

5. Parking and Traffic Control:
Describe the location and number of parking spaces available or being utilized. Describe arrangements that have been made for traffic control.

Parking spaces will remain open. Street will close briefly to traffic for the duration of the parade, estimated 30 minute maximum.

6. Emergency/Medical Services:
Describe measures that will be taken to ensure emergency vehicle access (police, fire, ambulance) to the event area.

Temporary barricades will be used to block the street and can be easily moved for access if necessary.

7. Security/Crowd Management:
Describe your proposed procedures and staffing for the event operations and crowd control.

Chamber staff and Jubilee committee members / volunteers will be present to handle any needs that arise - large crowds are not

8. Trash/Recycling Event Clean-Up:
Describe the number, type and location of trash/recycling containers to be provided. What provisions have been made for clean-up of the site and surrounding area after the event?

No additional receptacles necessary - city's downtown garbage system will be utilized as needed.

Name of trash/recycling hauler: _____

9. Noise:
Describe expected type, duration and timing of any noise sources. Describe measures to be taken to ensure compliance with city noise ordinance.

There may be noise from parade floats such as sirens, music, etc., but is anticipated to be at reasonable volumes for a short period of time.

10. Food and Beverages:
Will alcoholic beverages be served? Yes ____ No X

If yes, describe the type of beverages and the status of the temporary liquor license (must be approved by both the City and the State - Department of Public Safety).

Will food and/or non-alcoholic beverages be served? Yes____ No X

If yes, describe what will be served and any plans for cooking food in the event area, including fuel source to be used.

11. Other Information:
Describe any other information that is relevant and how you intend to regulate and monitor these items.

12. Adjacent Property Owner Acknowledgement:
The City will inform all immediately adjacent property owners of this request upon approval. Provide contact information for each immediately adjacent property owner (name and email):

_____

_____

_____

13. Diagram of City Street to be used:
Applicant must attach a basic diagram outlining the City Street area to be used.

14. Insurance Requirements:
A certificate of insurance must be filed with the city prior to issuance of the City Street Use Permit. The certificate of insurance must name the city, its officials, employees and agents as additional insureds in the description section. Insurance coverage must be maintained for the duration of the City Street Use.

Insurance coverage must be a commercial general liability policy with coverage limits as outlined below. If alcoholic beverages are to be sold or distributed at the Special Event, the policy must also include an endorsement for liquor liability. The city may require additional endorsements depending upon the type of Special Event and the proposed activities.

Liquor Liability	$1,000,000 per occurrence
Comprehensive Liability	$1,000,000 property damage per occurrence $2,000,000 general aggregate $2,000,000 Products – Completed Operations Aggregate $100,000 fire legal liability each occurrence $5,000 medical expenses

I hereby affirm that the statements contained herein are true and correct to the best of my knowledge. I am duly authorized to make such agreements on behalf of the persons or organization sponsoring this request for City Street Use. I agree to pay all fees and meet all other requirements as outlined in the City of Nisswa City Code. I also agree that the City may terminate this application at any time and I will remove all personal property within 24 hours of receiving notice from the City.

APPLICANT SIGNATURE

1-6-26
DATE

CITY OF NISSWA
CITY STREET USE PERMIT APPLICATION
FOR OFFICE USE ONLY

Name of Event: _____

Date of Event: _____

Comments and/or Conditions:

_____

_____

_____

_____

_____

_____

_____

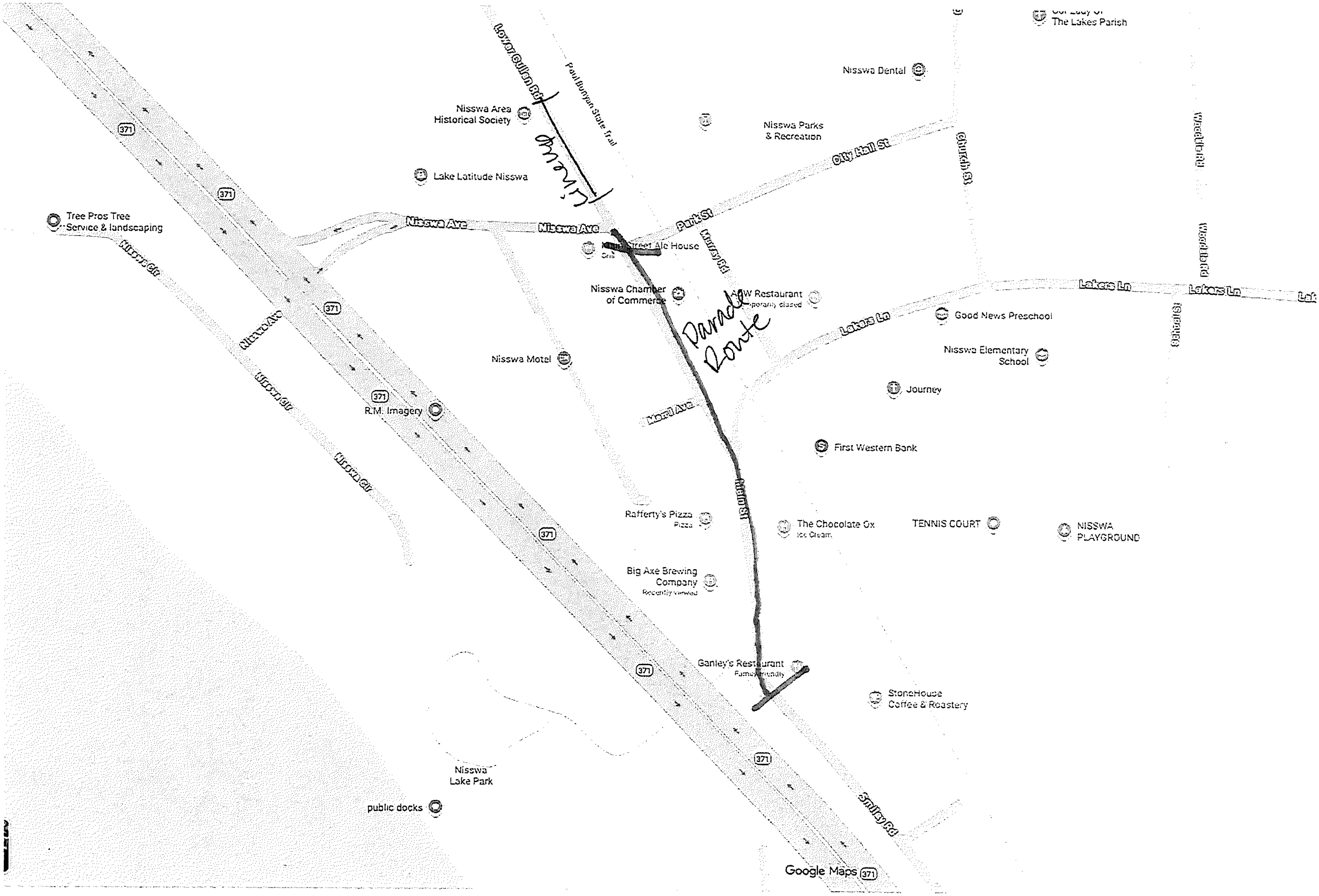
Approved by: **Dated:** _____

_____
City Clerk

_____
Police Chief

_____
Fire Chief (if applicable)

_____
Public Works Director



Lower Cullen Rd
Paul Bunyan State Trail
Nisswa Area
Historical Society
Nisswa Dental
The Lakes Parish
Nisswa Parks
& Recreation
City Hall St
Church St
Lake Latitude Nisswa
Tree Pros Tree
Service & landscaping
Nisswa Ave
Nisswa Ave
Park St
Street Ale House
Murray Rd
Nisswa Chamber
of Commerce
W Restaurant
Lakers Ln
Lakers Ln
Lakers Ln
Good News Preschool
Nisswa Elementary
School
Nisswa Motel
Journey
R.M. Imagery
Main St
First Western Bank
Rafferty's Pizza
Pizza
The Chocolate Ox
Ice Cream
TENNIS COURT
NISSWA
PLAYGROUND
Big Axe Brewing
Company
Recently viewed
Ganley's Restaurant
StoneHouse
Coffee & Roastery
Nisswa
Lake Park
public docks
Smiley Rd
Google Maps
371
Lineup
Parade
Route

Alcohol & Gambling Enforcement

Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization: Lakes Area Food Shelf
Date of organization:
Tax exempt number: 41-1715784

Organization Address (No PO Boxes): 29316 Patriot Ave
City: Pequot Lakes
State: MN
Zip Code: 56472

Name of person making application: Tamara Larsen
Business phone: 218-568-8474
Home phone: 612-747-4299

Date(s) of event: 2/28/2026
Type of organization: ☐ Microdistillery ☐ Small Brewer ☐ Club ☒ Charitable ☐ Religious ☐ Other non-profit

Organization officer's name: Dale Carlson, Board Chair
City: Medina
State: MN
Zip Code: 55469

Organization officer's name: Lou Frillman, Board Treasurer
City: Seattle
State: Washington
Zip Code: 98126

Organization officer's name: Lance Bragstad. Board Vice Chair
City: Pequot Lakes
State: MN
Zip Code: 56472

Location where permit will be used. If an outdoor area, describe.
Grand View Lodge – De'Vine event

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license

Date Approved

Fee Amount

Permit Date

Event in conjunction with a community festival ☐ Yes ☐ No

City or County E-mail Address

Current population of city

ase Print Name of City Clerk or County Official

Signature City Clerk or County Official

ERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior t

Temp Applications faxed or mailed. Only emailed.

E SUBMISSION PER EMAIL, APPLICATION ONLY.

ASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPOR

MIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNI

/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US

Nisswa City Council – Code of Conduct Policy

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Adopted: October 21, 2020

Introductory Pledge

Citizens deserve a fair, ethical and accountable local government which displays its integrity and earns the public's full confidence. Recognizing these goals, the Code of Conduct Policy is established for all elected officials of the City of Nisswa. As a member of the Nisswa City Council I agree to uphold the Code of Conduct outlined below as adopted by the City Council and I will conduct myself by the following model of behavior.

As an elected official of the Nisswa City Council I will:

- Comply with the law, including
    - Staying within the City Council's authority
    - Following the open meeting, gift, and conflict of interest laws
- Respect City Council roles and responsibilities when working with staff, commissions and committees
- Be consistent in policy and respect process
- Fulfill the Council's fiduciary responsibility to act in the best interest of the City, and all of its residents, both financially and legally by:
    - keeping the common good as the highest purpose and focusing on achieving constructive solutions for the public benefit
    - not disclosing private or confidential information of the City, or using that information to advance personal interests
    - protecting City interests and liability by considering advice of legal counsel
    - preparing for and attending City Council meetings

Compliance and Enforcement

The Code of Conduct Policy expresses standards of ethical conduct expected for members of the Nisswa City Council. Members themselves have the primary responsibility to assure the public that ethical standards are understood and met, their actions meet the highest standards of leadership and that the public can continue to have full confidence in the integrity of government.

A suspected violation of the law or this policy should be brought to the attention of the City Administrator.

Comply with the Law

Members shall strive to comply with all applicable federal and state laws and city ordinances in the performance of their public duties. The City of Nisswa is a Statutory Plan A city of the fourth class in accordance with MN Statute 412.

Authority

In statutory cities, powers are granted to the Council as a whole, and not to individual members.

Mayoral Role

According to *MN Statute 412.191* the Mayor is a full member of the council in addition to:

- Act as presiding officer of meetings (*Subd. 2*)
- Represent the City ceremoniously
- Execute official documents (*Subd. 4*)

Open Meeting Law (OML)

Public deliberations and processes shall be conducted openly and in a transparent manner. The Minnesota Open Meeting Law (*Chapter 13D*) requires that meetings of governmental bodies generally be open to the public in order to:

- Prohibit actions being taken at a secret meeting where it is impossible for the interested public to become fully informed about a public board's decisions or to detect improper influences
- Assure the public's right to be informed and observe public meetings

The Minnesota Supreme Court has noted that meetings of less than a quorum of a public body held serially to avoid a public meeting or to fashion agreement on an issue of public business may violate the open meeting law.

Gift/Donations

Gifts from Interested Persons: Under *MN Statute 471.895*, Council Members may not receive gifts from any "interested person" in conjunction with their City Council duties.

- A "gift" is defined as money, real or personal property, a service, loan, a forbearance or forgiveness of debt, or a promise of future employment, that is given and received without the giver receiving something of equal or greater value in return
- "Interested person" means a person or a representative of a person or association that has a direct financial interest in a decision that a local official is authorized to make
    - Virtually every resident or person doing business in the City could have a direct financial interest in a decision
- See statute for exemptions

Gifts to the City: Council Members can recommend acceptance of general gifts through the City's donation policy. All gifts to the city must be accepted by City Council resolution.

Logo

Members shall not use the City's name or logo for the purpose of endorsing any political candidate or business.

Conflict of Interest

Conflict of interest is when any member who has a "financial interest" in, or who may receive a financial benefit as a result of, any action or if there is potential for the appearance of conflict of interest. Questions about a potential conflict of interest shall be discussed with the City Administrator.

Contractual Conflict of interest: (*MN Statute 471.87, with exceptions in MN Statutes 123B.195 and 471.88)* A public officer who is authorized to take part in any manner in making any sale, lease, or contract in official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.

Non-contractual Conflict of interest: Non-contractual matters may include such things as Council decisions on zoning, local improvements, and the issuance of licenses. Although not generally prohibited by state law, an interested Council Member most likely should abstain from participating in the Council discussion and from voting on these issues.

Members who have a potential conflict of interest shall:

- Disclose the conflict of interest to the group, and
- Abstain from the Council discussion and vote.

Roles of Council, Staff and Commissions

We are all part of a team committed to the residents of Nisswa. To be effective we must come to meetings with an open mind, think strategically about City issues and delegate details of implementations to staff. We will strive to maintain a culture of trust, respect and candor as a Council and when working with staff and Advisory Commissions, Committees and Task Forces.

Decide Strategy



Manage Operations, Advise Council
(technical analysis & evaluation) **& Implement Policy**

Advise Council
(community needs & values)

City Council	City Administrator & Staff	Advisory Commissions, Committees & Task Forces

• Make policy-level decisions
• Hire & supervise City Administrator
• Approve
  o Budget and related financials
  o Ordinances and policy decisions
  o Development proposals
  o Plat and rezoning requests
• Appoint representatives to advisory boards and commissions
	• Provide best efforts and technical advice to Council
	• Manage operations and staff
	• Propose budget and policies
	• Implement Council decisions
	• Deliver services
	• Equitably enforce codes & policies
		• Provide community perspective
		• Advise Council on long-range & strategic planning matters
		• Hold hearings as directed by Council
		• Assist the Council as directed on ad-hoc initiatives

Respectful Behavior

Council Members should **STRIVE TO**:

- Treat people with courtesy, politeness, and kindness
- Encourage others to express their opinions and ideas
- Listen to what others have to say
- Consider the ideas of others to improve decisions and outcomes
- Recognize and respect differences
- Prepare for the issues at hand
- Focus on the business of the body
- Consider only legally germane information in decisions
- Act as a policy maker, not an advocate

Council Members should **AVOID**:

- Speaking over or cutting off another individual's comments
- Insulting, disparaging, or putting down other people's ideas and perspectives
- Bullying other members by displaying a pattern of belittling, demeaning, judging or patronizing comments
- Violence or the threat of violence will not be tolerated

Working with Staff

Council Members shall respect and adhere to the Statutory Plan A structure of Nisswa city government as outlined in *MN Statute 412*. This means:

City Council does...	City Council does not...
• Hire, fire, and supervise the City Administrator • Hire and fire City staff with input from the City Administrator • Set the strategic direction for the City • Consider and approve annual budget, and monitor performance relative to those items • Consider and approve policy decisions • Consider and approve plats and rezoning requests • Appoint citizens to citizen advisory boards, commissions and committees	• Direct the activities of staff, other than the City Administrator • Individually direct the activities of commissions, committees or advisory boards • Individually approve policies, projects, etc. • Individually commit City resources or staff to specific causes • Individually enforce policies, city code, etc. • Individually speak or prepare official correspondence on behalf of the City unless authorized by the City Council

City Council Members promise to:

- Respect staff as valued resources and members of our team
- Develop and maintain a supportive, positive, and constructive workplace environment for City employees where individual members, staff and the public are free to express their ideas and work to their full potential
- Provide direction to the City Administrator as a body and not direct the work of individual staff
- When possible, notify the City Administrator in advance of a Council Meeting of questions on the agenda so the appropriate staff can compile the information needed
- Understand that information they ask of the City Administrator will be shared equally with all Council Members
- Inform the City Administrator when communication with staff occurs

Working with Commissions & Committees

As set forth in the *Nisswa City Code Chapter 2 Part 2*, Nisswa's commissions and committees are established by the City Council and serve as advisory to the Council. Specific commission/committee roles are to:

- Investigate matters within the scope of the commission or as specifically directed by the Council
- Advise the Council by communicating the viewpoint or advice of the commission
- At the direction of the Council, hold hearings, receive evidence, conduct investigations, and, based on such hearings, evidence and investigations, make recommendations to the Council

City Council Members promise to:

- View commissions and committees as vitally important resources to support decision-making
- Communicate effectively to ensure they have the tools to do their work
- Give clear direction as a body and take adequate time to review the result of their deliberations
- Refrain from using their position to influence the deliberations or outcomes of commission and committee proceedings

Council Liaison: One member of the Council will be appointed as Liaison to each city department. The expectation is that the Council Member will attend all Commission or Committee meetings as applicable and will adhere to the following:

- The Council Member will observe the meeting's proceedings and will participate in the meeting when requested by the Chair
- Strive for good communication by reporting significant information to the City Council at Council meetings

If a Council Member has questions or concerns involving a department's operations, the Member should provide feedback to the City Administrator. The City Administrator will review the information and determine what next steps, if any, should be taken.

Working with the Community

Residents: City staff is the first call for help for residents. The Council will refer residents who have concerns to the City Administrator. If a resident has contacted the City Administrator and is still not satisfied, an individual Council Member may discuss the issue with the City Administrator. The Council acknowledges that a resident might receive conflicting information from different City Council Members which might be difficult or unpleasant for the resident and could increase liability for the City.

Businesses or other interests: The purpose of a City Council meeting is to discuss information needed for a decision, review that information, and decide. It is not feasible to conduct all business in a public meeting. Particularly around development, business interests might ask a Council Member to meet outside of the City Council meeting to facilitate idea generation about proposals. The City Council's overarching principles for working with the community are:

- Never grant any special consideration, treatment, or advantage
- Respect sensitivity of personal information
- Honor Council rules regarding public testimony and clearly communicate the rules
- Make yourself available to all parties on an equal basis and not advocate for a certain point of view or political party
- Do not prejudge the issue before the Council has had a chance to deliberate

Meetings requested by residents or businesses:

1. AFTER DECISION: If you attend a meeting about an issue the Council has decided upon, you may explain how the Council arrived at the decision.
2. DURING DECISION: If you are invited to a meeting about an issue that will be before the Council in the future, you will uphold the above principles for working with the community, and:
    a. You will not make your decision about an issue before the City Council until the process allows.
    b. You will be sensitive to the fact that you are not hearing everyone, and you will give equal consideration to all feedback regardless of the way it is received.
3. DURING SPECIFIED ENGAGEMENT PROCESS: If you meet with a resident during a planned engagement process, you will notify the resident that you are there to listen and encourage them to participate through the established process. You should ensure that staff receives the feedback provided to you.

Intergovernmental Relations

Members shall represent positions approved by the City Council to the best of their ability when working with:

- Legislative bodies
- Federal or state agencies
- Other local governments, such as School Boards or Counties

If an individual Council Member's opinion differs from the City position, or a matter agreed upon by the full Council, Members shall explicitly state they do not represent their City Council or the City of Nisswa, nor will they allow the inference that they do.

Training

All new Council Members are required to attend the League of Minnesota Cities (LMC) training for newly elected officials. In addition Council Members are required to attend at least one LMC training or webinar each year. The City Administrator will keep Council Members informed of upcoming training opportunities and will assist with the registration process on behalf of the Council Member.

Social Media

Council Members may choose to post and/or comment on various social media platforms using their personal accounts. In these instances, it is recommended that the content and tenor of online comments and information posts model the same decorum displayed during City Council, Commission and community meetings. Council Members should be mindful that they are an elected official and by extension a representative of the City of Nisswa. Any comments made in public or on a public platform should display a certain level of care and respect for all people of the community.

Sanctions

Council Members who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council. Serious infractions of this Code of Conduct could lead to other sanctions as deemed appropriate by the Council, including censure or removal from designated appointments. It is the responsibility of the City Council to initiate action if a Council Member's behavior may warrant sanction due to a breach of these written standards of conduct. Any action taken on the alleged violation(s) must be approved by the City Council at a public meeting.

If the violation of this Code of Conduct Policy is outside of the observed behaviors by the Mayor or Council Members, the complaining party should bring any alleged violations to the City Administrator's attention.

Acknowledgement

As a member of the City of Nisswa City Council I hereby acknowledge the Code of Conduct Policy as outlined above and agree to perform my duties as an elected official in accordance with this Policy.

Signature	Name (Printed)	Date

CITY OF NISSWA
COUNTY OF CROW WING
STATE OF MINNESOTA
RESOLUTION _____
RESOLUTION REGARDING VOTE OF NO CONFIDENCE AND CENSURE

WHEREAS, Jennifer Carnahan is the Mayor of the City of Nisswa;

WHEREAS, in recent months, various incidents involving Mayor Carnahan have been the subject of City Council meetings;

WHEREAS, a Nisswa City Council Member expressed at a recent City Council Meeting a position of no confidence in the Mayor's leadership;

WHEREAS, the Nisswa City Council at its December 2025 meeting directed the City Attorney to prepare a draft Resolution expressing no confidence in the Mayor's leadership and censuring Mayor Carnahan; and

WHEREAS, in the Sanctions section of the Nisswa City Council Code of Conduct Policy it is stated that "Council members who intentionally and repeatedly do not follow proper conduct may be reprimanded or formally censured by the Council".

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NISSWA, MINNESOTA:

1. The Nisswa City Council hereby expresses no confidence in the leadership of Mayor Jennifer Carnahan.

2. The Nisswa City Council hereby censures Mayor Jennifer Carnahan.

3. As set forth in a previously approved City Council Motion, the City Council hereby affirms Mayor Jennifer Carnahan's removal from all City committee appointments for 2026.

Adoption by the City Council on _____, 2026.

_____ Joseph Hall, Council Member

_____ Jesse Zahn, Council Member

_____ Bruce London, Council Member

_____ Mark Froehle, Council Member

F2

12-01-25

Wisswa City Council,

I have faithfully, happily worked for this great city for 40years. I have loved all of it! I should have written a book (or taken better notes) of all I have seen, heard, & experienced. All and All, its been a great ride!

That being said, Im tired!! My new knee is healing amazingly, but, its an ache that hasnt gone away yet. I talked real big at the end of summer about only working a couple days a week when I come back. (after surgery) This time off has made me realize, I DONT want to only work part time! I miss my customers, my Co-workers and just leaving my house! All being said I am asking to EASE into it by dropping 1 day when I come back after Christmas. Please consider letting me keep my benefits! I was told by Jenny Max when I asked about going down to 4 days a week, that

I am a 40 hour a week employee (full time) & as soon as I put, I lose all my benefits! I've worked hard for this city, brought in faithful customers, and made amazing friends here! Dropping 1 day will put me at 32 hours on paper. (per week) But if you look at my time sheets, I usually have 4-6 hours overtime per pay period. (Counting my til doing my audit) usually gets me out of the pickle around 4:30 - 5:15 (summer) That being said, I will be working 34-35 hours per week. I need the benefits! Dropping 1 day a week (Mondays) will give me extra day a week to chill, recharge and be ready to work the remaining 4 days.

Thank you for your consideration!

Sincerely,

Daniel Thomsen

CITY OF NISSWA

To: Nisswa City Council

Prepared by:

Date: 1-9-2025

Item:

Action Requested:

We would like a motion and second for the city to transfer $330.00 from the liquor fund to the Nisswa Parks Enrichment fund.

Background:

Spirits of Nisswa raised $330.00 through donations from our customers.

Department	Qty. (Sum)	Total (Sum)
Fund Raising 98.00	104	$ 330.00

Budget Impact:

No impact to the Liquor Department.

Attachments:

None

Resolution #_____

CITY OF NISSWA, MINNESOTA

RESOLUTION TO ADOPT THE 2025 CROW WING COUNTY HAZARD MITIGATION PLAN

WHEREAS, the City of Nisswa recognizes the threat of natural hazards to people and property within the City of Nisswa; and

WHEREAS, the City of Nisswa has participated in the development of the 2025 Crow Wing County Hazard Mitigation Plan in accordance with Federal laws, including the Robert T. Stafford Disaster Relief and Emergency Assistance Act, as amended; the National Flood Insurance act of 1968, as amended; and the National Dam Safety Program Act, as amended; and

WHEREAS, the 2025 Crow Wing County Hazard Mitigation Plan identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property within the City of Nisswa from the impacts of future hazards and disasters; and

WHEREAS, by adoption by the City of Nisswa demonstrates its commitment to hazard mitigation and achieving the goals outlined in the 2025 Crow Wing County Hazard Mitigation Plan,

WHEREAS, approval of the 2025 Crow Wing County Hazard Mitigation Plan by the Federal Emergency Management Agency (FEMA) will make Crow Wing County and participating jurisdictions eligible to apply for FEMA Hazard Mitigation Assistance grants; and

NOW THEREFORE BE IT RESOLVED that the City of Nisswa supports the hazard mitigation planning effort and wishes to adopt the 2025 Crow Wing County Hazard Mitigation Plan.

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the Interim City Administrator this 20th day of January, 2026.

Approved: _____
Jennifer Carnahan, Mayor

ATTEST: _____
Maggi Wentler, Interim City Administrator

Crow Wing County 2025 Hazard Mitigation Plan

CROW WING COUNTY
MINNESOTA

Crow Wing County
EMERGENCY MANAGEMENT





HSEM
Homeland Security and Emergency Management

Department of Public Safety | Division of Homeland Security and Emergency Management

Crow Wing County Minnesota

2025 Hazard Mitigation Plan

Clayton Barg
Emergency Management Director
Crow Wing County Emergency Management
Sheriff's Office
304 Laurel St
Brainerd, MN 56401

218-825-3445

Prepared By:

U-Spatial
Research and Innovation Office (RIO) | University of Minnesota
389 Kirby Plaza, 1208 Kirby Drive
Duluth, MN 55812

218-726-7438

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Section 1 – Introduction

1.1 Hazard Mitigation Planning in Minnesota

Hazard mitigation planning refers to any sustained action to reduce or eliminate long-term risk to human life and property from natural disasters. The Federal Emergency Management Agency (FEMA) has made reducing hazards one of its primary goals, and a primary mechanism in achieving this goal is both the hazard mitigation planning process and the subsequent implementation of resulting projects, measures, and policies (FEMA, 2023b).

Since 1980, damages from natural disasters in the U.S. have exceeded $2.72 trillion. 2023 saw a record 28 separate billion-dollar weather and climate disaster events in the United States, breaking the previous record of 22 events set in 2020. Minnesota alone has experienced 59 separate billion-dollar disasters since 1980 (NCEI, 2024). Hazard mitigation planning is an effective process to prepare communities and lessen the impact of loss of life and property from future disasters. Although mitigation efforts will not eliminate all disasters, government at all levels should strive to be as prepared as possible for a disaster for the well-being of its residents.

The Hazard Mitigation Plan (HMP) is a requirement of the Federal Disaster Mitigation Act of 2000. The development of a local government plan is required to maintain eligibility for federal hazard mitigation grant funding programs. To be eligible for future mitigation funds, communities must adopt an HMP.

Researchers at the National Institute of Building Sciences looked at the results of 23 years of federally funded mitigation grants provided by FEMA, the U.S. Economic Development Administration (EDA), and the U.S. Department of Housing and Urban Development (HUD). Their findings revealed that for every $1 spent on hazard mitigation funding in the nation, $6 is saved in future disaster costs (Multi-Hazard Mitigation Council, 2019).

Crow Wing County is vulnerable to a variety of natural hazards that threaten the loss of life and property. Hazards such as tornadoes, flooding, wildfires, blizzards, straight-line winds, and droughts can potentially inflict vast economic loss and personal hardship.

This planning document is accompanied by a website that allows for easy stakeholder and community engagement, as well as interactive maps, dashboards, and infographics.

A broad overview of this companion website's features is as follows:

- Homepage (featuring Declared Disasters dashboard, feedback forms, links to Crow Wing County Emergency Management website, etc.)
- County Profile
- Risk Assessment & Natural Hazard Profiles
- Goals & Implementation
- Climate Change

Crow Wing County HMP Website

1.1.1 Scope

U-Spatial, University of Minnesota, was contracted by Minnesota Homeland Security and Emergency Management using FEMA Pre-Disaster Mitigation (PDM) grant funds to work with Crow Wing County Emergency Management to facilitate an update to the 2017 Crow Wing County HMP. U-Spatial brings extensive geographic data analysis skills and hazard risk assessment expertise to the process. U-Spatial also employed the services of Hundrieser Consulting LLC for county and stakeholder outreach as well as mitigation action development related to this plan.

This HMP evaluates and prioritizes the major natural hazards affecting Crow Wing County as determined by frequency of event, economic impact, deaths, and injuries. Mitigation recommendations are based on input from state and local agencies, the public, and national best practices.

This is a multi-jurisdictional plan that covers Crow Wing County, including the cities of Baxter, Brainerd, Breezy Point, Crosby, Crosslake, Cuyuna, Deerwood, Emily, Fifty Lakes, Garrison, Ironton, Jenkins, Manhattan Beach, Nisswa, Pequot Lakes, and Trommald. Fort Ripley (pop. 97) and Riverton (pop. 118) were included in the planning process but ultimately did not participate and are not seeking to adopt the plan. The Crow Wing County mitigation activities identified in this plan also incorporate the concerns and needs of townships, school districts, and other participating entities.

The Mille Lacs Band of Ojibwe has tribal lands within Crow Wing County but did not participate in the Crow Wing County HMP update. As a sovereign nation, the tribe develops and maintains an update of its own tribal hazard mitigation plan for the Mille Lacs Indian Reservation every five years.

Members from each of these jurisdictions actively participated in the planning process by assisting with public outreach, attending planning team meetings, providing local information, identifying mitigation actions, and reviewing the plan document (see Appendix C). The information in these forms was used to help identify mitigation actions for local implementation (see also Section 2.2). Each jurisdiction will adopt the plan by resolution after the plan is approved by FEMA. County and local city resolutions will be added by Crow Wing County after final approval by FEMA (see Appendix B).

Crow Wing County has specified the following goals for this plan update:

- Include more recent data documenting the critical infrastructure and hazards faced by Crow Wing County.
- Reformat and reorganize the plan to reflect definitions of hazards as expressed in the 2024 Minnesota State Hazard Mitigation Plan.
- Reflect current hazard mitigation priorities in Crow Wing County.
- Encourage recipients and sub-recipients of hazard mitigation grants to consider climate change adaptation, resiliency, and equity in their planning efforts.

1.1.2 Hazard Mitigation Definition

Hazard mitigation may be defined as any action taken to eliminate or reduce the long-term risk to human life and property from natural hazards. The benefits of hazard mitigation planning include the following:

- saving lives, protecting the health of the public, and reducing injuries
- preventing or reducing property damage
- reducing economic losses
- minimizing social dislocation and stress
- reducing agricultural losses
- maintaining critical facilities in functioning order
- protecting infrastructure from damage
- protecting mental health
- reducing legal liability of government and public officials

1.2 State Administration of Mitigation Grants

FEMA currently has two mitigation grant programs that the State of Minnesota administers: the Hazard Mitigation Grant Program (HMGP) and the Flood Mitigation Assistance (FMA) program. The HMGP and FMA programs are administered through the Minnesota Department of Public Safety Homeland Security Emergency Management (HSEM) Division. All applicants must have or be covered under an approved hazard mitigation plan. Eligible applicants include state and local governments, certain private non-profit organizations or institutions, and tribal communities.

Section 2 – Public Planning Process

2.1 Planning Team Information

The Crow Wing County HMP planning team is headed by the Crow Wing County emergency manager, who is the primary point of contact. Planning team members include representatives from public and governmental sectors. Table 1 identifies the planning team individuals and organizations that participated in virtual planning team meetings during the plan update process.

Note: Table 1 is not an exhaustive list of stakeholder participation in the Crow Wing County HMP update. Additional participation by jurisdictional and other agency representatives is documented in Table 3 of this section, as well as in Section 3.4, Appendix C, and Appendix G. The meeting summaries in Appendix F provide a comprehensive overview of each session. This includes a complete list of invited planning team stakeholders and information on other significant opportunities for engagement during the plan update.

Find the planning team members on the Crow Wing County HMP website

Table 1. Hazard Mitigation Planning (HMP) Team

Name	Agency/Organization	Participant Title
Clayton Barg	Crow Wing County Sheriff's Office	Emergency Management Director
Liz Gleason	Crow Wing County Sheriff's Office	Emergency Management Coordinator
Jason Cline	Crow Wing County Sheriff's Office	Emergency Management Intern
Taylor Lesmeister	Crow Wing County Public Health	Public Health Educator
Jacklin Steege	Crow Wing County Public Health	Public Health Preparedness
Jason Walkowiak	Crow Wing County IT	Director
Kara Terry	Crow Wing County	Community Services Director
Gary Griffin	Crow Wing County Land Services Dept.	Land Services Director
Tom Strack	Crow Wing County Land Services Dept.	Environmental Services Supervisor
Maggie Young	Crow Wing County Land Services Dept.	Sr. Operations Specialist
Brian Berent	Crow Wing County Highway Dept.	Highway Maintenance Manager
Rob Hall	Crow Wing County Highway Dept.	Assistant County Engineer
Brian Berent	Crow Wing County Highway Dept.	Highway Maintenance Manager
Darcy Dwyer	Crow Wing County	Public Information Officer
Jason Walkowiak	Crow Wing County	IT Director
Jamie Lee	Crow Wing County	Commissioner
Melissa Barrick	Crow Wing SWCD	District Manager
Matt Maier	Baxter Police Dept.	Chief
Tim Holmes	Brainerd Fire Dept.	Fire Chief/ EM

Name	Agency/Organization	Participant Title
John Davis	Brainerd Police Dept.	Police Chief
Anthony Runde	Brainerd Police Dept.	Deputy Chief
Allie Polsfuss	City of Breezy Point	City Administrator
Brian Sandell	Breezy Point Police Dept.	Chief
Josef Garcia	Breezy Point Police Dept.	Sergeant
Micheal VanHorn	City of Crosby Police Dept.	Chief
Shayne Jacobs	City of Crosby Fire Dept.	Fire Chief
Dallas Dietz	City of Crosby Fire Dept.	Chief 2
Lori Conway	City of Crosslake	City Administrator
Chip Lohmiller	Crosslake Fire	Chief/EM
Bill Bedard	City of Cuyuna	Clerk/Treasurer
Jesse Smith	City of Cuyuna Police Dept.	Chief of Polic
Mike Bodle	Deerwood Fire	Fire Chief
Mark Taylor	City of Deerwood Police Dept.	Police Chief
Brian Foster	City of Emily	Maintenance Supervisor / EM Director
Calen Spindler	City of Emily	Maintenance Worker
Blair Mileski	City of Emily Fire & Rescue	Fire Chief
Ann Raph	City of Fifty Lakes	Clerk-Treasurer
Mark Bradley	City of Fifty Lakes Fire Dept.	Fireman
Corri Erickson	Garrison Fire & Rescue	Fire Chief
Emma Pratt	City of Ironton	Clerk-Treasurer
Cassandra Delougherty	City of Jenkins	City Clerk / Planning & Zoning Administrator
Maggi Wentler	City of Nisswa	Finance Specialist
Kiki Lindbery	City of Nisswa	City Clerk
Scott Williams	City of Nisswa Police Dept.	Sergeant
Mike Davis	Pequot Lakes Police Dept	Chief
Patricia Gage	Nokay Township	Clerk
Linda Danielson	Rabbit Lake Township	Clerk
Mark Olson	Long Lake Township	Supervisor
Aaron Sloth	Platte Lake Township	Supervisor
Craig Wallace	Ideal Township	Clerk/Treasurer
Nathan Hulinsky	Crow Wing Township	Township Supervisor
Sue Kern	Crow Wing Township	Township Clerk
Robert L Smith	Jenkins Township	Supervisor
Giles Radtke	Pelican Township	Road Supervisor
Tom Malloy	Long Lake Township	Supervisor
Michael McDaid	Pelican Township	Supervisor
Virginia Smart	Long Lake Township	Treasurer
Jim Guida	St Mathias Township	Supervisor

Name	Agency/Organization	Participant Title
Jon Auge	Mission Township	Town Board Chair
Jim Guida	St. Mathias Township	Township Supervisor
David Peterson	Timothy Township	Town Board Supervisor
Kelvin McCuskey	HSEM	Region 1 RPC
Owen Fifield	American Red Cross Serving Northern and Central Minnesota	Community Disaster Program Manager
Mark Smith	Minnesota Pollution Control Agency	Environmental Emergency Responder
Joseph Moore	NOAA/National Weather Service Duluth MN	Warning Coordination Meteorologist
Michael Palmer	Minnesota DNR	Regional Firewise Specialist
Craig Schultz	Minnesota DNR	Wildfire Program
Jacob Frie	Minnesota DNR	Area Hydrologist
Joel Lemberg	MN DNR Forestry	Area Forest Supervisor
Cory Brix	Mille Lacs Energy Cooperative	Construction and ROW Manager
Ann Espeseth	Mille Lacs Energy Cooperative	System Data Analyst
Eric Quale	Crow Wing Power	Chief Executive Officer
Gina Wieler	MN Direct Care and Treatment	Emergency Manager
Sandra Youngblom	MN DNR-Brainerd Airtanker Base	Airtanker Base Manager
James Norwood	Brainerd Lakes Regional Airport	ARFF / Operations
Tyler Ostman	Cuyuna Regional Medical Center	Director of Ambulance & Emergency Management
Peter Grant	ISD 181	Superintendent
Ryan Franz	Pequot Lakes PD/Pequot Lakes Schools	Sergeant/School Liaison
Jamie Skjeveland	Crosby-Ironton I.S.D. #182	Superintendent
Chad Emery	Cass County Sheriff's Office	Deputy Sheriff / Deputy Director Emergency Management
Patrice Erickson	Aitkin County Sheriff's Office	Dispatch Supervisor/Deputy Emergency Manager

2.2 Review of Existing Plans, Capabilities & Vulnerabilities

Crow Wing County and its local communities utilized a variety of planning documents to direct plan development. These documents included a Comprehensive/Master Plan, Emergency Operations Plan, Transportation Plan, etc. (see Section 5.1.4 and Appendix D). The planning process also incorporated the existing natural hazard mitigation elements from previous planning efforts. In addition, the 2024 Minnesota All-Hazard Mitigation Plan was consulted.

In the development of the Crow Wing County HMP, U-Spatial consultants reviewed and incorporated a variety of planning documents that direct community development and influence land use decisions for the county and its jurisdictions. In addition, U-Spatial consultants worked closely with the Crow Wing County emergency management director and other key county staff and local city officials to collect feedback on local mitigation capabilities and vulnerabilities that either support or hinder the ability to mitigate against natural hazards countywide and at the local level.

Building codes offer a way to incorporate geographically relevant and best available building science with policies and programs. The Cities of Baxter, Brainerd, Breezy Point, Crosby, Cuyuna, Deerwood, and Irontown have adopted the Minnesota State Building Code. Crow Wing County has not adopted the State Building Code and does not issue building permits for incorporated municipalities within the county. For unincorporated areas within the county, land use requirements are governed by the specific provisions of the Crow Wing County Land Use Ordinance. The Land Use Ordinance requires a permit for the construction and placement of structures on property as well as additions and structural alterations to existing structures (see Appendix C).

The following is a summary of the assessment tools used to gather information on local capabilities and vulnerabilities during the planning process:

Capabilities Assessment (hazard-specific): In this assessment, detailed information was collected from Crow Wing County on current plans and programs in place (i.e., existing programs, plans, or policies) as well as program gaps or deficiencies that currently exist to mitigate against damages caused by each natural hazard addressed in the plan. Section 4 identifies current gaps and deficiencies for mitigation, and Section 5.3 describes the mitigation capabilities that are in place by Crow Wing County to support mitigation.

Local Mitigation Surveys: As part of Crow Wing County's 2025 HMP update, participating jurisdictions, key county personnel, and additional agency stakeholders were asked to fill out a Local Mitigation Survey (LMS) form. Questions in the LMS form addressed the following:

- Hazard Identification, Risk Assessment & Vulnerability Analysis
- Local Mitigation Capabilities Assessment
- Local Mitigation Projects
- Survey Participants

The purpose of the survey was to gather jurisdictionally specific information needed to support the update of the plan and to help inform development of local-level mitigation actions for the next five-year planning cycle (for the full Crow Wing County LMS report, see Appendix C).

2.3 Planning Process Timeline and Steps

To update the 2017 Crow Wing County HMP, U-Spatial consultants worked in coordination with Crow Wing County Emergency Management and members of the planning team. The updated plan includes new data documenting the types of hazards faced by Crow Wing County residents and emergency planning officials as well as new thinking on how to address these hazards.

2.3.1 Crow Wing County Stakeholder Coordination

Two planning team meetings took place via Zoom video conference hosted by U-Spatial. Meeting participants included representatives from Crow Wing County, city and township governments, neighboring jurisdictions, and other key stakeholders. Appendix F provides documentation of stakeholder outreach and participation in the plan update

Survey forms to acquire mitigation ideas and feedback remain available on the HMP website

To provide the opportunity for public input, Crow Wing County issued two news releases announcing the plan update and inviting public review and feedback on the draft plan. The news release provided information on where to view the plan and submit comments. The Crow Wing County HMP website, hosted by U-Spatial, and the feedback and mitigation action ideas survey will remain available through the five-year planning period to foster public engagement. Table 2 documents dates of Hazard Mitigation update meetings and public outreach. The public feedback period for the draft plan was open from 11/12/25 to 11/26/25, for a period of 15 days. Appendix G provides documentation of the public outreach for feedback on the draft plan by Crow Wing County and jurisdictions.

Table 2. Crow Wing County hazard mitigation update meetings and public outreach

Event	Date	Appendix
Kickoff Webinar	6/13/24	Appendix F, Planning Team Meetings
News Release #1	10/22/24	Appendix G, Public Outreach & Engagement Documentation
Planning Team Meeting #1	1/22/25	Appendix F, Planning Team Meetings
Planning Team Meeting #2	9/23/25	Appendix F, Planning Team Meetings
News Release #2	11/12/25	Appendix G, Public Outreach & Engagement Documentation

At the close of the public outreach period, the U-Spatial consultants worked with the Crow Wing County Emergency Manager and planning team to incorporate public feedback into the HMP.

For more information on the planning process, see Sections 5 and 6.

2.3.2 Overview of Jurisdictional Participation

Throughout the planning process, Crow Wing County and the U-Spatial team worked to engage representatives from the county and each city in the update of the plan. Key activities for jurisdictions included assisting with public outreach, participating in planning team meetings, providing local-level information, and reviewing and providing feedback to the plan update.

U-Spatial and Crow Wing County actively used the following methods to engage jurisdictions in the HMP plan update process:

- **Zoom Video Conferencing:** Planning team meetings were conducted via Zoom video conferencing hosted by U-Spatial. Virtual meetings proved to be a beneficial addition to the planning process, resulting in a high turnout from jurisdictional representatives and other stakeholders, as well as providing the ability for presenters to collect, respond to, and document feedback from participants through Zoom functions such as surveys, chat, and Q&A.

- **Email Correspondence:** Email was a primary tool used to communicate with representatives from Crow Wing County, municipal governments, and other stakeholders. Emails were used to distribute news releases for public outreach, to invite participation in meetings and to share meeting summaries, as well as to request local information and final review of the draft plan.

Email proved to be an effective tool that resulted in increased jurisdictional participation and collection of locally specific information.

- **Surveys, forms, and polls:** Input tools such as surveys, forms, and tools were used throughout the process to efficiently collect information in a format that could directly be fed into the written hazard mitigation plan. Polls were used to elicit feedback during the planning team meetings. The Local Mitigation Survey (LMS) was used to ensure feedback from every jurisdiction for critical input such as building code use, NFIP adoption, and changes in vulnerabilities. Feedback forms were posted on the website for easy access during the plan review.
- **Phone Calls:** Phone calls were frequently used to conduct direct outreach or follow-up to jurisdictions to ensure participation or to collect information via one-on-one interviews. Phone calls proved to be an effective tool that resulted in increased jurisdictional participation and collection of quality information. Phone calls were especially useful in engaging very small communities that had limited staff or technological capabilities.

Cities participating in Crow Wing County HMP update varied by population and associated government resources to participate in the planning process (e.g., personnel, time, and technology). Rural communities with smaller populations (under 500) typically had part-time elected officials, limited-to-no city staff, and reduced city hall hours in which to conduct business. Crow Wing County and U-Spatial were sensitive to these local challenges and worked to help these local governments to participate using the methods that worked best to accommodate them, such as phone interviews to complete local mitigation survey forms (see Appendix C).

Table 3 provides an overview of each city's participation in the Crow Wing County HMP update planning process and a reference to supporting documentation.

Table 3. Jurisdictional participation in planning process

Jurisdiction (2024 Est. Population, Esri)	News Release #1	Planning Team Mtg #1	Local Mitigation Survey	Mitigation Action Charts	Planning Team Mtg.#2	News Release #2 & Plan Review
Supporting Documentation	App. G	App. F	App. C	Sec. 5.3 App. H	App. F	App. G
Crow Wing County (68,541)	X	X	X	X	X	X
City of Baxter (9,052)	X	X	X	X	X	X
City of Brainerd (14,864)	X	X	X	X	X	X
City of Breezy Point (2,733)	X	X	X	X	X	X
City of Crosby (2,438)	X		X	X	X	
City of Crosslake (2,481)	X	X	X	X	X	X
City of Cuyuna (292)	X	X	X	X	X	
City of Deerwood (532)	X	X	X	X	X	X
City of Emily (810)	X		X	X	X	
City of Fifty Lakes (448)	X	X	X	X	X	X
City of Fort Ripley (97)*	X					
City of Garrison (188)	X	X	X	X	X	
City of Ironton (630)	X		X	X	X	
City of Jenkins (501)	X		X	X	X	
City of Manhattan Beach (41)	X		X	X		
City of Nisswa (2,128)	X	X	X	X	X	X

Jurisdiction (2024 Est. Population, Esri)	News Release #1	Planning Team Mtg #1	Local Mitigation Survey	Mitigation Action Charts	Planning Team Mtg.#2	News Release #2 & Plan Review
Supporting Documentation	App. G	App. F	App. C	Sec. 5.3 App. H	App. F	App. G
City of Pequot Lakes (2,651)	X	X	X	X		
City of Riverton (118)*						
City of Trommald (109)	X		X	X		
Neighboring Jurisdictions:						
Aitkin County		X			X	
Cass County		X			X	
Mille Lacs County						

*The cities of Fort Ripley and Riverton are not included in this plan as participating jurisdictions.

Section 3 – Risk Assessment and Vulnerability Analysis

The goal of mitigation is to reduce or eliminate the future impacts of a hazard, including loss of life, property damage, disruption to local and regional economies, and the expenditure of public and private funds for recovery. Sound mitigation practices must be based on sound risk assessment. A risk assessment involves quantifying the potential loss resulting from a disaster by assessing the vulnerability of buildings, infrastructure, and people.

The risk assessments in this plan are based on widely accepted tools and databases, consultation with hazard mitigation planning expertise at FEMA and HSEM, and technical guidance from the MN DNR State Climatology Office. Geographic Information System (GIS) tools are used throughout to demonstrate geographically based risk and vulnerabilities.

3.1 Natural Hazard Identification

This assessment identifies the characteristics of natural hazard events, the severity of the risk, the likelihood of these events occurring, and the vulnerability of each jurisdiction's population and assets.

See a list of all natural hazards covered in the 2025 HMP

The cornerstone of risk assessment is identifying the hazards that affect jurisdictions. Listed below are the natural hazards addressed in the 2024 Minnesota State Hazard Mitigation Plan:

Flooding
Dam/Levee Failure
Wildfires
Windstorms
Tornadoes
Hail
Lightning
Winter Storms
Landslides (Erosion and Mudslides)
Land Subsidence (Sinkholes and Karst)
Drought
Extreme Heat
Extreme Cold
Earthquakes
Coastal Erosion & Flooding

3.1.1 Hazard Prioritization

As part of the plan update process, the planning team reviewed, updated, and prioritized the hazards faced by residents of Crow Wing County, updated the existing mitigation actions published in the 2017 HMP, and proposed new mitigation actions.

The team examined the hazards identified in the 2017 HMP and adjusted them to reflect the definitions of natural hazards used in the 2024 Minnesota State Hazard Mitigation Plan.

While this HMP focuses on natural hazards, planning took place with the understanding that many non-natural hazards could occur due to natural disasters (e.g., disruption in electrical service due to downed powerlines from heavy snow, ice storms, or high wind events).

The prioritization of hazards for the Crow Wing County HMP Update (Table 4) was based upon group review and discussion of the natural hazards that pose risk to the county during the HMP Planning Team Meeting #1. In the review of each hazard, the group was asked to consider if the risk to severe natural hazards had increased or decreased since the last plan, and if this affected their priority level to mitigate against that hazard. Appendix F provides the discussion notes from the meeting.

Table 4. Prioritization of hazards for 2025 Crow Wing County HMP Update

Natural Hazards Addressed in the Last Plan	Current Priority
Wildfire	High
Winter Storms	High
Windstorms	High
Tornadoes	High
Flooding	Moderate
Hail	Moderate
Extreme Cold	Moderate
Drought	Moderate
Extreme Heat	Low
Lightning	Low
Landslides	Low
Dam/Levee Failure	Low

3.1.2 FEMA- and Minnesota-Declared Disasters and Assistance

Another historical perspective is derived from FEMA-declared disasters. Between 1957 and August 2025, nine federal disasters, one fire management assistance, and three emergency declarations were made in Crow Wing County; see details on the Crow Wing County HMP website.

Minnesota Statutes Chapter 12A established a framework for state agencies to help communities recover from disaster. In 2014, Governor Mark Dayton signed legislation establishing the state's Disaster Assistance Contingency Account to assist local communities after a natural disaster when federal aid is not available. Damage required to declare a disaster is half the threshold of the federal/FEMA public assistance (only) program threshold (MN HSEM, 2019). Crow Wing County has been included in eight State Disaster Declarations.

The Hazard Mitigation Grant Program (HMGP), the Flood Mitigation Assistance (FMA) program, and the former Building Resilient Infrastructure and Communities (BRIC) program are FEMA-administered hazard mitigation assistance programs that provide funding for eligible mitigation planning and projects that reduce disaster losses and protect life and property from future disaster damages (FEMA, 2021). Table 5 lists the projects in the county funded by a hazard mitigation assistance program.

Table 5. Historical hazard mitigation funding awarded in Crow Wing County

Project Identifier	Sub-Grantee	Project Type	Project Total	Federal Share
4182	Crow Wing County	206.2: Safe Room (Tornado and Severe Wind Shelter) - Public Structures	$231,060	$173,295
N/A	Crow Wing County	91.1: Local Multihazard Mitigation Plan	$38,072	$28,319
1288	Crow Wing Co-Op Power & Light	400.1: Utility Protective Measures (Electric, Gas, etc.)	$240,000	$180,000
1064	Crow Wing Power	400.1: Utility Protective Measures (Electric, Gas, etc.)	$98,175	$73,631

SOURCE: (FEMA, 2025)

3.2 Community Vulnerability

The degree to which a person is vulnerable to the impacts of a hazard depends on how well they can react before, during, and after a hazardous event. The Centers for Disease Control and Prevention (CDC) Agency for Toxic Substances & Disease Registry (ATSDR) defines social vulnerability as "...the resilience of communities when confronted by external stresses on human health, stresses such as natural or human-caused disasters, or disease outbreaks" (ATSDR, 2020). Exacerbating these stressors are the increasing number of extreme weather events attributed to Minnesota's changing climate (MPCA, 2018).

The ATSDR created the CDC Social Vulnerability Index (SVI) to help identify vulnerable communities that need support in preparing for hazards or recovering from disaster. The CDC SVI is created at the census tract level using American Community Survey (ACS) five-year data.

The SVI is included in the FEMA National Risk Index (NRI) and presented in the Risk and Vulnerability dashboard on the webpage for each hazard. Additionally, summaries of at-risk populations in each jurisdiction are available on the county profile page. Vulnerable attributes of a population are addressed with each natural hazard.

The Risk and Vulnerability dashboard for each hazard also includes the FEMA Community Resilience Challenges Index (CRCI). The CRCI is a composite index of 22 community resilience indicators, including population and household characteristics, housing, healthcare, economic factors, and connection to community. The index value provides a relative composite value by census tract and is designed for emergency managers to target outreach strategies and understand the resilience challenges community members face (FEMA, 2024a).

Explore population vulnerability on the Crow Wing County HMP Website

3.3 Climate Change

Minnesota's climate change summary is informed primarily by the Midwest Chapter of the Fifth National Climate Assessment (NCA5) dated November 2023 and with interpretations from the MN DNR State Climatology Office (Wilson et al., 2023).

Rising global temperatures and the resulting increases in atmospheric moisture from evaporation of ocean waters have allowed Minnesota to become warmer, wetter, and more humid during the past several decades. The ten combined warmest and wettest years between 1895 and 2022 all occurred since 1998. Nights have warmed faster than days since 1970, and winter has warmed several times faster than summer. Even with the drought conditions of the early 2020s in Minnesota, heavy precipitation continues to show long-term increases, with damaging rain and snowfall events reported somewhere in the state each year of the decade through 2023. Despite no increase in the highest temperatures of summer, maximum annual heat index values (one measure of how hot it feels) have been rising across the state because of increased humidity during heat waves.

Even though periods of intense growing-season drought have defined the climate of the early 2020s in much of Minnesota, long-term increases in annual precipitation have continued because of heavy and even record-setting precipitation during the cold season. For instance, record-dry conditions during May through mid-August of 2021 led to parts of northwestern and northern Minnesota reaching "Exceptional Drought"—the worst category on the US Drought Monitor. A shift to a stormy pattern during the following winter and spring, however, produced unprecedented precipitation between December in May in the exact same areas, with historic flooding along the Rainy River.

The observed changes in our climate have altered growing seasons, damaged forests, challenged natural resource management, limited recreational opportunities, destroyed infrastructure, and affected the conditions of lakes, rivers, wetlands, and groundwater aquifers that provide water for drinking and agriculture. Climate models project that temperature and precipitation increases will continue in Minnesota through the 21st century, with hotter summers and increased drought severity during dry periods as well.

To help the public understand how the changing climate has affected and is expected to affect the behavior of common weather hazards in Minnesota, the MN DNR State Climatology Office developed graphical summaries of the scientific confidence associated with each hazard's relationship to climate change (Table 6 and Table 7). Climate change in Minnesota has by far the strongest associations with (1) sharp declines in the frequency and severity of extreme cold outbreaks, tied to a persistent warming of winters, and (2) sharp increases in the frequency and intensity of extreme precipitation events. For instance, from 1970 through 2023, Minnesota's winters warmed at a rate of almost one degree F per decade, and approximately three-four times faster than summer. During that same period, the coldest night of the year has warmed almost twice as fast as winter as a whole—up to two degrees F per decade (or 20 degrees F per century).

Despite major losses to cold extremes, the warming climate and increased abundance of atmospheric moisture has led to an uptick in many heavy snowfall metrics across Minnesota, leading to moderately high confidence that the changing climate is increasing heavy snowfall events—even as other winter characteristics decline. The intensity and frequency of tornadoes and severe convective storms are weakly connected at best to recent climate changes, and since the 1950s, despite superior detection and verification capabilities, the number of damaging tornadoes rated at least F-2 or EF-2 in Minnesota has shown no increases. Dramatic changes in the seasonal and geographical ranges of severe convective weather have, on the other hand, already affected Minnesota. In 2021, a damaging tornado crossed the Boundary Waters into Canada, becoming the latest on record so far north in the state. Then, on December 15th, an outbreak of destructive thunderstorm winds and over 20 tornadoes struck the southeastern parts of the state, producing the latest tornadoes on record by 29 days.

The climatic picture is expected to change further beyond the 2020s and especially as Minnesota approaches the middle of the 21st century (Table 7). Dramatic losses in extreme cold and additional increases in heavy and extreme precipitation are expected to remain the state's leading climate change symptoms. Although Minnesota has not yet observed increases in the frequency, severity, or duration of summertime high temperatures or drought (through 2023), climate model projections summarized in NCA5 indicate that heat waves are all but certain to increase by mid-century. A 2018 study conducted by NOAA scientists indicates that by the 2050s, heat waves in Minnesota will be more attributable to climate change than to natural variability (Lopez et al., 2018).

Table 6. Confidence that climate change has already impacted common Minnesota weather/climate hazards

Confidence	Hazard	Recent & Current Observations
Highest	Extreme cold	Rapid decline in severity & frequency
	Extreme rainfall and heavy snowfall	Becoming larger and more frequent
Moderately High	Humid heat waves	Some increase in maximum dew point and Heat Index values since 1980
Moderately Low	Tornadoes, hail, thunderstorm winds	Intensity and frequency unchanged, but seasons expanding aggressively
Low	Drought and dry spells	Intense & major episodes in early 2020s but no long-term trend
Lowest	Summer high temperature extremes	Highest temperatures still well within historical ranges, and number of hot days increasing only slightly in isolated locations

SOURCE: (BLUMENFELD, K. MINNESOTA STATE CLIMATOLOGY OFFICE, PERSONAL COMMUNICATION, DECEMBER 21, 2023)

Table 7. Confidence that climate change will impact common Minnesota weather/climate hazards through 2070

Confidence	Hazard	Expectations through 2070
Highest	Extreme cold	Continued rapid decrease in severity and frequency
	Extreme rainfall	Unprecedented events more common
High	Heat waves	Summer high temperatures, maximum dew point and heat index values all projected to increase
Moderately High	Drought	Increased severity likely as summer heat increases; frequency and duration projections unclear
Moderately Low	Heavy snowfall	Greater extremes, but events less frequent as winter rain increases
	Tornadoes, hail, thunderstorm winds	Intensity and frequency unclear but continued seasonal expansion and larger "outbreaks" possible

SOURCE: (BLUMENFELD, K. MINNESOTA STATE CLIMATOLOGY OFFICE, PERSONAL COMMUNICATION, DECEMBER 21, 2023)

3.3.1 Climate Change Impacts and Resilience Planning

The NCA5 states that even if the world decarbonizes rapidly, the Nation will continue to face climate impacts and risks. Adequately and equitably addressing these risks involves longer-term inclusive planning, investments in transformative adaptation, and mitigation approaches that consider equity and justice. In the Midwest, rising temperatures, extreme precipitation, drought, and other climate-related events are impacting agriculture, ecosystems, cultural practices, health, infrastructure, and waterways. Communities, Indigenous Peoples, governments, and businesses are embracing adaptation approaches that include climate-smart agriculture, improved landscape management, innovative green infrastructure financing, and collaborative decision-making.

NCA5 includes these key messages for the Midwest region (Chapter 24: Midwest):

- Changes in precipitation extremes, timing of snowmelt, and early-spring rainfall are expected to pose greater challenges for crop and animal agriculture, including increased pest and disease transmission, muddier pastures, and further degradation of water quality. Climate-smart agriculture and other adaptation techniques provide a potential path toward environmental and economic sustainability.
- Increasing incidence of flooding and drought is expected to further alter aquatic ecosystems, while terrestrial ecosystems are being reshaped by rising temperatures and decreasing snow and ice cover. In response, communities are adapting their cultural practices and the ways they manage the landscape, preserving and protecting ecosystems and the services they provide.
- Climate change has wide-ranging effects on lives and livelihoods. Mitigation and adaptation strategies, such as expanded use of green infrastructure, heat-health early warning systems, and improved stormwater management systems, when developed in collaboration with affected communities, have the potential to improve individual and community health.
- Increases in temperatures and extreme precipitation events are already challenging aging infrastructure and are expected to impair surface transportation, water navigation, and the electrical grid. Shifts in the timing and intensity of rainfall are expected to disrupt transportation along major rivers and increase chronic flooding. Green infrastructure and public and private investments may mitigate losses, provide relief from heat, and offer other ways to adapt the built environment to a changing climate.
- Climate-related changes to water quantity and quality are increasing the risks to ecosystem health, adequate food production, surface water and groundwater uses, and recreation (high confidence). Projected increases in droughts, floods, and runoff events across the Mississippi River basin and the Great Lakes will adversely impact ecosystems through increased erosion, harmful algal blooms, and expansion of invasive species.

Key messages from the NCA5 are indicated in green throughout this document.

3.3.2 Health Impacts of Climate Change in Minnesota

Climate change already impacts our health, and these impacts are expected to worsen in the years ahead. The risks are especially high for Minnesotans who are less able to cope due to their age, income, housing insecurity, preexisting health conditions, and more.

Heat, air pollution (including wildfire smoke and allergens like pollen), extreme precipitation, floods, droughts, and ecosystem changes are all "climate hazards" that impact our health. Some of these climate hazards have a direct effect, like a heat-related illness from a heatwave, while some have an indirect impact, like exacerbation of asthma from mold growth in a flooded basement.

Heat

Minnesotans will experience a wide range of impacts from the increased frequency and severity of extreme heat events. Higher heat, increased humidity, and longer and more frequent extreme heat events can lead to direct health impacts of dehydration and heatstroke. Untreated heat stroke can lead to death. Heat-related illness directly accounted for 75 deaths in Minnesota from 2000–2022.

Heat can also worsen existing health conditions, such as respiratory and cardiovascular diseases. The people most at risk include those who are more exposed and those who may be more susceptible due to physiological reasons. People more likely to be exposed to heat include outdoor workers in agriculture and construction, student athletes, people who live in cities (due to the heat island effect), people without air conditioning, and unhoused persons.

People at higher risk because of physiological reasons include those with underlying medical conditions, pregnant people, older adults, infants, and young children.

Just as one example of the devastating effects of heat, in the summer of 2011, Minnesota had six days when the heat index was 105 degrees F or higher—and that same summer there were 1,302 emergency department visits and 3 deaths due to heat. What makes these numbers tragic is that heat-related illnesses are preventable.

Air Pollution

In general, we breathe clean air in Minnesota, according to federal standards. But on some days and in some locations, air is unhealthy due to ozone or fine particulate matter. Greenhouse gas emissions can increase air pollution, and rising temperatures can also affect the formation and release of pollutants. Unhealthy air days are expected to become more frequent, and more intense due to climate change.

Climate change is likely to increase three main air contaminants in Minnesota: ozone, particulate matter (including wildfire smoke), and allergens. These air pollutants can cause or exacerbate cardiovascular and respiratory diseases, chronic obstructive pulmonary disease (COPD), allergies, and asthma.

Pollen is intensifying with climate change, and can trigger allergies, asthma attacks, and affect other respiratory conditions. In Minnesota, asthma affects one in 16 children (6.4%) and one in 13 adults (7.4%). People with asthma need to be especially aware of pollen sources and seasons to prevent an allergy-related asthma attack.

There are three pollen seasons in Minnesota: trees, grasses, and weeds. Trees are the first to release pollen, typically starting in early April, grasses usually ramp up pollen release in early June, and weeds typically begin releasing pollen in mid-June and continue until the first hard frost. Research shows that the growing season for ragweed pollen, which is highly allergenic, has increased by 15 to 25 days in and around Minnesota. The lengthening pollen season is strongly related to climate change characteristics, such as lengthening of the frost-free season and later timing of the first fall frost.

Indirect health effects from air pollution can include reduced visibility on a high smog day, reduced productivity at work or school due to allergies or asthma, and reduced productivity and degradation of crops and water sources, which can lead to economic burdens.

Those most at risk include:

- Children, because they have developing lungs, are outside more, and they play vigorously and inhale more air per pound of body weight compared to adults.
- Adults over 60, because their bodies are aging.
- People with chronic respiratory or cardiovascular disease because they are more susceptible to air pollution.
- Individuals living near other sources of air pollution (such as roadways, freeways, and heavy industry), because they are chronically exposed to air pollution.
- People of color, because they are more likely to be exposed to more air pollution and have a disproportionate burden of heart and lung diseases, which may increase susceptibility.

Extreme Precipitation, Floods, Drought

Rain is falling more frequently in extreme, heavy, localized events, leading to some parts of our state experiencing flooding while other areas experience drought.

Increased frequency and severity of heavy rainfalls can lead to flooding, which results in both direct and indirect health impacts like:

- Injury or even death from drowning.
- Illnesses from being exposed to contaminated drinking water or recreational sources.
- Mental health stress from experiencing the trauma of the event or later from being displaced or dealing with damaged homes and business.
- Respiratory ailments from exposure to mold from flooded basements.
- Carbon monoxide poisoning from exposure to carbon monoxide when using secondary power sources, like generators.
- Flooding can also disrupt economic and social networks and put a strain on essential services.

The people most at risk are Minnesotans who are more likely to be exposed to flood waters, like those who live in a flood plain or near water bodies, or people who cannot easily evacuate or recover from flooding destruction, such as people who do not have reliable transportation, people who can't use the stairs when elevators are out of service, people in wheelchairs, people with disabilities, older adults, and lower income people.

Heavy rain events can cause standing water in backyards or basements. Many homeowners have experienced wet basements, which is mentally and financially stressful, and if mold starts to grow that can become a health problem.

Localized flash flooding can also be a problem where our infrastructure is undersized, and people get caught off guard by flooded roads. This is an important public health safety concern as almost half of flash flood fatalities occur in vehicles. It takes as little as six inches of fast-moving water to knock over and carry away an adult, and as little as 12 inches can carry away a small car.

Another public health concern with precipitation changes exacerbated by climate change is waterborne disease outbreaks. Heavy downpours can lead to a host of problems, including increased

runoff and sewage overflows, which can cause outbreaks of waterborne diseases such as E. coli and Cryptosporidium. Runoff can carry viruses and other disease-causing agents into wells and recreational waters, contaminating them and causing health problems.

Zoonotic Diseases

Zoonotic diseases or zoonoses are caused by germs like viruses, bacteria, parasites, and fungi that spread between animals and people. Increases in temperatures and changes in rain patterns are changing our ecosystems, which can affect the spread of diseases carried by insects, ticks, rodents, birds, and other animals.

Diseases from ticks include Lyme disease, Anaplasmosis, and Babesiosis. As temperatures increase, disease-transmitting ticks will become active sooner and stay active longer, allowing more time to develop and feed on hosts. Ticks thrive in warm humid environments.

Additionally, there may be a decreased die off over the winter months if temperatures do not get very cold. An increase in winter temperatures can also lead to new tick species moving into and surviving in Minnesota, which can lead to the introduction of new diseases.

People more at risk for diseases carried by insects, ticks, and rodents are people who spend more time outdoors or are more exposed to these pests.

Harmful Algal Blooms

An increase in water temperatures can lead to blue-green algal blooms, which contain toxins that can pose harmful health risks. People or pets who drink or swim in water with dangerous levels of harmful algal bloom (HAB) contamination may experience stomach illness, skin irritation, allergic responses, and damage to the liver and nervous system. In extreme cases, dogs and other animals have died after drinking water containing these toxins.

Harmful algal blooms in Minnesota lakes result from several factors including runoff from fertilizers, discharges from waste treatment plants, warmer waters, and higher temperatures. While HABs can occur naturally, the frequency of outbreaks is increasing in part because human activities create favorable conditions for the blooms.

Zoonotic diseases and HABs can have an indirect health effect when they threaten the livelihoods of people who work in recreation-dependent economies that revolve around camping, fishing, and hunting.

Mental Health

Climate change threatens our mental health through direct exposure to a climate-related disaster (e.g., flooding); through the disruption to a major determinant of health, such as a loss of livelihood or a cultural tradition; and through awareness or uncertainty of climate change as an existential threat. These experiences may overlap and lead to compounded impacts on an individual or even an entire community, such as family farmers burdened with decadal drought who are more likely to commit suicide.

Existing research has associated several mental health conditions with climate change, such as psychological distress, grief reactions, depression, post-traumatic stress disorder, interpersonal conflicts, drug or alcohol abuse, loss of identity, and suicidal ideation.

Vulnerable populations such as children, the elderly, communities of color, and other marginalized communities are most at risk of climate change-related mental health impacts.

3.3.3 Climate Change Adaptation

Climate change adaptation is important for increasing the resilience of communities and the environment. The shocks caused by more extreme weather events and the stressors of longer-term changes to the climate affect all natural systems. For human communities, these impacts challenge the surroundings in which they live, the critically important ecosystem services upon which they depend, public health, local facilities and infrastructure, the safety of their residences, and the viability of their livelihoods. Development trends can further exacerbate both climate impacts and population vulnerability. Communities are only as resilient as the most vulnerable within them.

3.3.4 Climate Change Data and Tools in Minnesota

The University of Minnesota Extension and the University of Minnesota's Water Resources Center coordinate the Minnesota Climate Adaptation Partnership (MCAP), which brings together federal and state agencies, organizations, and individuals statewide with an interest in climate adaptation. MCAP received funding after the 2021 legislative session to develop high-resolution (2.6 mile/4km grid) dynamically downscaled climate projections utilizing the University of Minnesota's Supercomputing Institute. This data is being made publicly accessible via the new Minnesota CliMAT—Climate Mapping and Analysis Tool. This interactive online tool provides highly localized climate projections for Minnesota. MN CliMAT is based on data from the latest generation of global climate models, called CMIP6. With the dynamically downscaled climate projection data, users can visualize even how small cities will likely be impacted in the coming decades (Liess, S. et al., 2023).

More resources are available on the climate change page of the Crow Wing County website

3.4 Jurisdictional Change in Risk or Vulnerability Assessment

Jurisdictions in Crow Wing County have varying vulnerabilities to and concerns about impacts to their communities. Interviews with jurisdictional representatives in addition to the Local Mitigation Survey resulted in some specific concerns (see Appendix C). Participants were asked to provide feedback on how their community's vulnerability to natural hazards had either increased (due to changes such as development) or decreased (due to local mitigation efforts) over the past five years.

At the local jurisdictional level, several communities did note an increase in development over the last five years as a factor for an increase in vulnerability to severe weather or disaster events.

3.4.1 Jurisdictional Responses

As part of the Local Mitigation Survey form, Crow Wing County Emergency Management and each city jurisdiction were asked to provide a vulnerability assessment that described what structures, systems, populations, or other community assets were susceptible to damage and loss from specific hazard events. This information was used to help tie local vulnerability back to the exposure of people,

buildings, infrastructure, and the environment to the natural hazards listed in Table 4 and to assist local governments in development of related local mitigation actions to reduce risk.

The following is a compilation of common responses taken directly from jurisdictional representatives as preserved in Appendix C: Question 2 – Local Vulnerabilities. Responses here are edited only for clarity.

Crow Wing County

Severe Storms, Flooding: We have multiple campgrounds and resorts, mobile home parks, assisted living facilities, levy, above ground power lines, and below ground gas lines that are vulnerable to the impacts of severe storm events and flooding.

City of Baxter

Severe Storms, Flooding: We have several assisted living facilities, apartment complexes, multiple hotels, water and wastewater treatment, Day center for homeless population, 1 mobile home neighborhood, 3 schools, above ground power lines, and multiple neighborhoods without multiple ingress or egress access.

City of Brainerd

Severe Storms, Flooding: We have a hospital, water treatment plant, wastewater treatment plant, schools, several nursing homes and assisted living facilities, a campground, a dam, and mobile home parks that are vulnerable to the impacts of severe storm events and flooding.

City of Breezy Point

Severe Storms, Flooding: We have 3 campgrounds and resort guests that are vulnerable to the impacts of severe storm events and flooding.

City of Crosby

Severe Storms, Flooding: We have 2 campgrounds, 1 mobile home park that are vulnerable to the impacts of severe storm events and flooding.

City of Crosslake

Severe Storms, Flooding: We have 2 campgrounds, 3 mobile home parks, 2 dams that are vulnerable to the impacts of severe storm events and flooding.

City of Cuyuna

Severe Storms, Flooding: We have 1 campground, 2 Mountain Bike Trail Heads that are vulnerable to the impacts of severe storm events and flooding.

City of Deerwood

Severe Storms, Flooding: We have 1 mobile home park, 2-3 older elderly living facilities, Lack of storm shelter, a couple lift stations that are exposed to flooding, a couple older intersections that flood during heavy rains and snow melting, aging sirens for storm warning. The mobile home park is very old and run down and at high risk during cold weather and storms.

City of Emily

Power Outages: We have experienced power outages from strong wind events that brought down power lines. The City's Emergency Shelter (City Hall) does not have a generator to provide power during outages.

City of Fifty Lakes

Windstorms, Tornadoes: We have one campground (200 users when full) and one trailer park association whose residents may look for shelter in severe weather. Our storm shelter is better than a camper or trailer, but can only house so many people. Judging by the year the shelter was built there are some concerns about the roof holding up to a tornado. Power outages also happen frequently in some areas during summer/winter storms from trees taking out overhead lines.

City of Fort Ripley

No response.

City of Garrison

Windstorms, Tornadoes: We have multiple campgrounds and mobile home parks, one mobile home park with 800+ sites (Aitkin County border). Our emergency shelter is located at City Hall, but is limited to the key holder's ability to get there to open it.

City of Ironton

Severe Storms, Flooding: We have multiple campgrounds and a couple larger apartments for the elderly/mobility impaired that are vulnerable to the impacts of severe storm events and flooding.

City of Jenkins

All-Hazards: We are a small city with limited staff and financial resources. Our City Hall is considered an emergency shelter but has very limited space and no backup power supply or generator.

City of Manhattan Beach

All-Hazards: We are a small city (population 57) with very limited financial and staff resources to address local mitigation projects.

City of Nisswa

Windstorms, Tornadoes: Our city has multiple resorts/campgrounds along with an elementary school. We also have a large elderly population along with a large amount of visitors frequenting the downtown area in the summer months. We do have our community center available as a storm shelter with limited space. Our city has several areas with old, large trees in residential areas making them a concern causing damage or injury during storms.

City of Pequot Lakes

Windstorms, Tornadoes: We have 1 mobile home park, several apartment complexes, several assisted living facilities, a school, our emergency shelter is in the basement of the community center which has limited capacity, 3 over passes, 2 of which are over Hwy 371 (Co Rd 11 and the bike trail), 2 campgrounds, 1 resort, numerous communication towers, city water system, and several day care facilities.

City of Riverton

No response.

City of Trommald

Wildfire: Some public areas with lots of downed trees from storms created elevated risk of possible wildfire spread/intensity.

3.4.2 Future Development

Because Crow Wing County is vulnerable to a variety of natural hazards, the county government—in partnership with the state government—must make a commitment to prepare for the management of these events. Crow Wing County is committed to ensuring that county elected and appointed officials become informed leaders regarding community hazards so that they are better prepared to set and direct policies for emergency management and county response.

As part of the vulnerability assessment conducted for the Crow Wing County HMP update, jurisdictions were asked to describe if there were any factors related to population growth, zoning, or development they felt have increased their community's vulnerability to future severe weather or disaster events. The following is a compilation of responses taken directly from jurisdictional representatives as preserved in Appendix C: Question 4 – Increase in Vulnerability. Responses here are edited only for clarity.

Crow Wing County

Generally, we have seen an increase in population and construction across the county, but without any increase in vulnerability for natural hazard events.

City of Baxter

We have experienced rapid growth and construction in residential, commercial, office and industrial development. We have seen a 9% increase in population since 2020.

City of Brainerd

Brainerd has seen significant new single-family home development on its corporate boundaries, thus increasing new vulnerabilities to natural hazards. The Brainerd Oaks, Northtown, Serene Pines, and Delmar developments are now 95% built out. Most of the single-family home construction has occurred in the last 5 years. The development on our outer borders has a higher risk to wildfire due to location in or near the wildland-urban interface.

City of Breezy Point

The City of Breezy Point had Fairway Lane developed in the last ten years, yielding about 22 duplexes, the end of Chickasaw had some lots combined/rezoned yielding 4 duplexes, and Apple Lane was developed yielding 4 or 5 homes so far. We have also had redevelopment of existing sub-divisions.

City of Crosby

Increased population growth due the large influx of people using the mountain bike trail system.

City of Crosslake

We have continued to see a moderate increase of population. We feel we have been able to handle the moderate growth.

City of Cuyuna

Increased population growth due to the large mountain biking population.

City of Deerwood

Moderate Population Growth, Large increase in Bike trail activity resulting in increased traffic, area use and rescue needs.

City of Emily

We have had continued to have a moderate increase of population.

City of Fifty Lakes

There has been an increase in year-round occupancy vs. seasonal, which is still much less than our summer population.

City of Fort Ripley

No response

City of Garrison

Increase in population, also significant increase in seasonal population. Slow increase in development though a large resort is being built within city limits over the next few years.

City of Ironton

We have an increase in population due to the bike trails and REC Area.

City of Jenkins

We have experienced an increase in development as well as an increase in seasonal (summer) population.

City of Manhattan Beach

No new homes or developments.

City of Nisswa

Our city is experiencing continual growth which is mainly residential and has increased significantly since 2020.

City of Pequot Lakes

We have experienced an increase in new development which has caused us to increase infrastructure capacity.

City of Riverton

No response.

City of Trommald

Maybe not population increase, but we have seen an increase in traffic/seasonal visitors.

In the development of local mitigation actions, all jurisdictions were encouraged to consider hazard mitigation strategies that would reduce risk in relation to future development, such as the update of local comprehensive plans, enforcement of ordinances, and incorporation of infrastructure improvements to reduce local vulnerabilities (see Appendix H).

The Crow Wing County emergency management director will work to keep the jurisdictions covered by the HMP engaged and informed during the plan's cycle. By keeping jurisdictional leaders involved in the monitoring, evaluation, and update of the HMP, they will keep their local governments aware of the hazards that face their communities and how to mitigate those hazards through planning and project implementation.

Section 6 of this plan further outlines the process by which Crow Wing County will address the maintenance of this plan, including monitoring, evaluation, and update of the plan, as well as implementation and continued public involvement.

Section 4 – Hazards

As part of the risk assessment, each natural hazard that poses risk to the county was independently reviewed for its past hazard history, relationship to future trends, and jurisdictional vulnerability to future events. The county also conducted a capabilities assessment to review the plans and programs that are in place or lacking (program gaps or deficiencies) for implementing mitigation efforts, as related to each natural hazard. An assessment was also conducted for local jurisdictions to identify the plans, policies, programs, staff, and funding they have in place to incorporate mitigation into other planning mechanisms (see Section 5.1 and Appendix C).

Read more about natural hazard prioritization and view interactive information on all hazards

The following hazard profiles address hazards that the Crow Wing County Planning Team deemed moderate to high risk. Hazards determined to be low risk or without substantive mitigation actions are not required to be included.

4.1 Flooding

Flooding is the most significant and costly natural hazard in Minnesota. Eight of the nine federal disaster declarations in Crow Wing County included flooding.

There have been several notable flood events in Crow Wing County. On June 20, 2013, Breezy Point recorded 7.75 inches of rain, and 6.14 inches were measured near Nisswa, causing significant widespread flooding. On July 11–12, 2016, Crow Wing County received six to seven inches of rain (with four to five inches in the south) as thunderstorms repeatedly regenerated and moved slowly over the area for a period of hours. Even heavier rains fell in a large area to the east, as this major flood event developed an enormous footprint.

4.1.1 Probability of Occurrence

From 1996 through May 2025, the NCEI Storm Events Database has recorded 25 flood and flash flood events. Crow Wing County has experienced one flash flood event every 2.4 years and one riverine flood event every 1.9 years on average during this period.

View interactive maps and see information about flooding history, risk, and vulnerability

Minnesota HSEM has encouraged a potential risk and economic loss analysis for a 1% annual chance flood using the FEMA tool, Hazus for ArcGIS. A Digital Flood Insurance Rate Map (DFIRM) defined the 1% annual chance flood boundary.

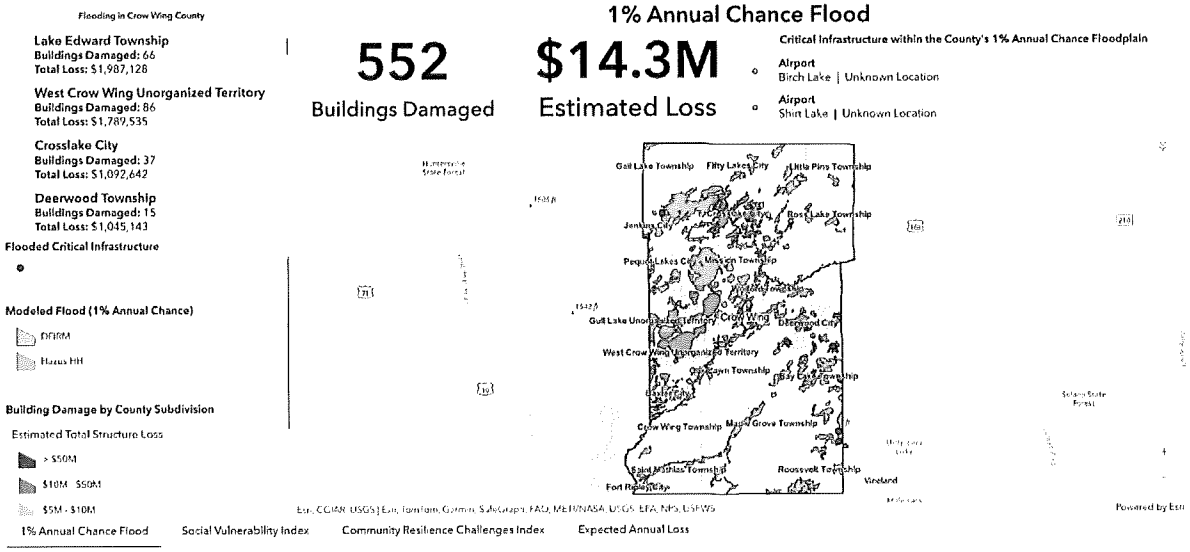
A raster layer (10m resolution) of flood water depths within the 1% annual chance flood boundary was calculated by taking the difference between the elevation of the ground and the surface of the flood water. Static base flood elevation (BFE) data was available for some areas in the flood boundary, but

the water surface elevation (WSEL) had to be calculated for the rest of the flooded areas. The method of calculating the WSEL varied by the data available.

For this analysis, water surface elevations were calculated by interpolating three different datasets: the regulatory water surface elevation values of cross section lines (primary data), the elevation values of base flood elevation lines (secondary data), and the elevation at the flood boundary where cross section and base flood line data were not available.

The resulting Hazus 1% annual chance floodplain is shown in the Flood Vulnerability dashboard on the Crow Wing County HMP website (Figure 1), where it is available in an interactive form.

Figure 1. 1% Annual chance flood in Crow Wing County



4.1.2 Vulnerability

Potential economic loss estimates were based on county-specific building data. Crow Wing County provided parcel tax and spatial databases that included building valuations, occupancy class, square footage, year built, and number of stories. The quality of the inventory is the limiting factor to a Hazus flood model loss estimation. Best practices were used to use local data and assumptions were made to populate missing (but required) values.

View at-risk populations in Crow Wing County

Hazus reports the percent damage of each building in the floodplain, defined by the centroid of each building footprint. After formatting the tax and spatial data, 60,823 points were input to Hazus to represent buildings with a total estimated building plus contents value of $17.5 billion. Approximately 88% of the buildings (and 72% of the building value) are associated with residential housing.The estimated loss by occupancy class for the entire county is shown in Table 8.

Table 8. Summary of 1% annual chance flood loss estimation by occupancy class

General Occupancy	County Total Buildings	County Building and Contents Value	Floodplain Total Buildings	Floodplain Building + Contents Value	Buildings with damage	Building + Contents Loss
Residential	53,228	$12,608,272,298	828	$208,855,680	546	$14,183,228
Commercial	2,631	$1,973,483,557	2	$655,820	1	$878
Other	4,964	$2,923,166,183	12	$4,094,440	5	$137,147
Totals	60,823	$17,504,922,038	842	$213,605,940	552	$14,321,253

SOURCE: (FEMA, 2024c)

The distinction between building attributes within a parcel was not known, so the maximum percent damage to a building in that parcel was used to calculate loss estimates for the entire parcel. The sum of all the losses in each census block were aggregated to visualize the loss (see flood risk map on the HMP website). Please note: It is possible for a building location to report no loss even if it is in the flood boundary. For example, if the water depth is minimal relative to 1st-floor height, there may be 0% damage.

Hazus Critical Infrastructure Loss Analysis

Critical facilities and infrastructure are vital to the public, and their incapacitation or destruction would have a significant negative impact on the community. These facilities and infrastructure were identified on the HMP website and verified by Crow Wing County.

Buildings identified as essential facilities for the Hazus flood analysis include hospitals, police and fire stations, and schools (often used as shelters). Essential facilities are vulnerable to structural failure, extensive water damage, and loss of facility functionality during a flood, thereby negatively impacting the communities relying on these facilities' services. Fortunately, none of Crow Wing County's essential facilities included in the Hazus flood analysis are located within the 1% annual chance floodplain.

Extreme precipitation resulting in flooding may overwhelm water infrastructure, disrupt transportation, and cause other damage. Particularly where stormwater, sewage and water treatment infrastructure is aging or undersized for more intense rainstorms, extreme rain events may pose both health and ecological risks in addition to costly damage (USGCRP, 2018b).

It is important to identify other critical infrastructure within the 1% annual chance floodplain, given the higher risk of the facility or infrastructure being incapacitated or destroyed during a flood. In Crow Wing County, five airports were determined to be at risk in the 1% annual chance flood:

- Birch Lake Airport
- Shirt Lake Airport
- Paul's Airport
- Lookout Lake Airport
- Lower Hay Lake Airport

These airports are mapped on the Crow Wing County HMP website. This flood analysis did not evaluate flooding bridges, roads, or other linear features.

There were other important assets within the 1% annual chance flood boundary and worth further flood risk review. Buildings considered include places where critical leaders' offices may be, historical

resources, hazardous waste storage, and places where populations may be exposed, such as campgrounds or mobile home parks. In Crow Wing County, the assets vulnerable to a 1% annual chance flood are both in Garrison: the campground Shady Creek on Mille Lacs, and St. Alban's Bay Culvert at Mille Lacs Lake, which is on the National Register of Historic Places. These vulnerabilities should be reviewed in more detail.

Community Vulnerability

Potential economic losses were estimated by Census Minor Civil Division. Lake Edward Township would suffer an estimated loss of nearly $2 million in the 1% annual chance flood. West Crow Wing Unorganized Territory, the City of Crosslake, and Deerwood Township each have estimated losses of over $1 million. All jurisdictions with buildings identified in the 1% annual chance flood zone can also be viewed on the Crow Wing County HMP website.

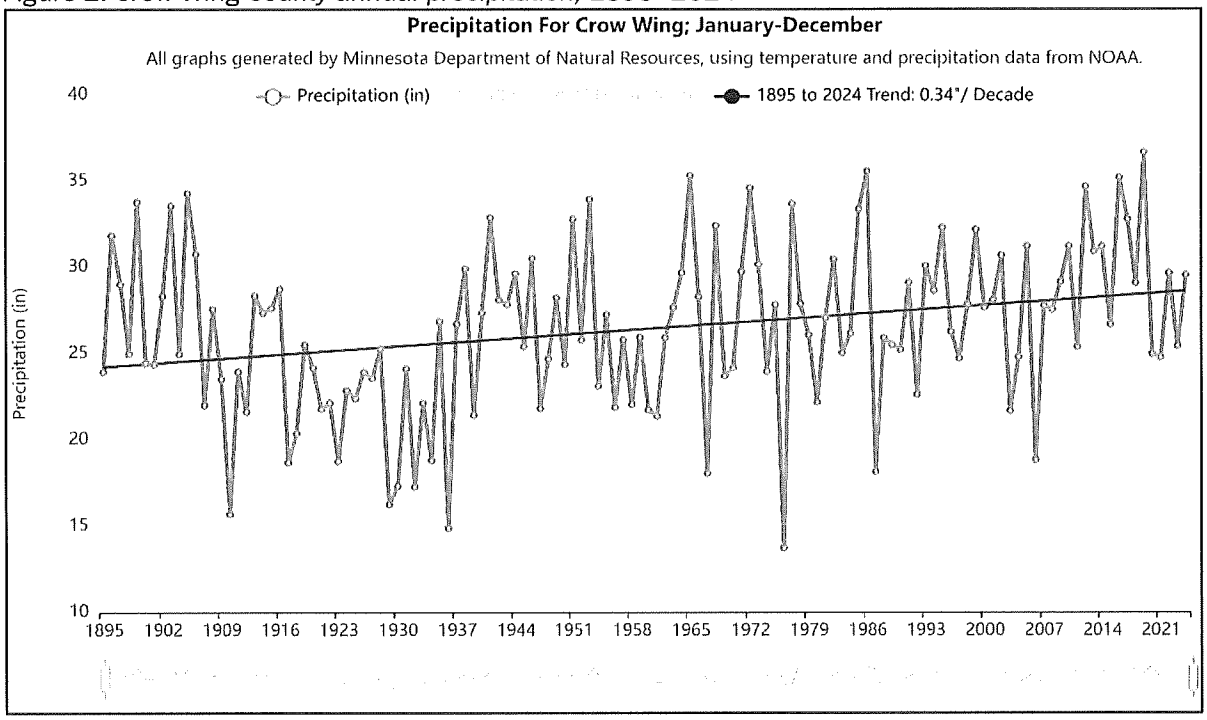
The status of jurisdictional participation in the National Flood Insurance Program and any repetitive loss properties are detailed in Section 5.1.1. National Flood Insurance Program (NFIP).

Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.1.3 Flooding and Climate Change

Higher temperatures globally have evaporated more surface and ocean water into the atmosphere, which, in turn, has provided more potential moisture for precipitating weather systems. In Crow Wing County, the result has been increased precipitation, with annual totals increasing at an average rate of just over a third of an inch per decade since 1895. (see Figure 2).

Figure 2. Crow Wing County annual precipitation, 1895–2024



SOURCE:(MN DNR, 2025B)

Key Message #1 in the Water Chapter of the NCA5 states that climate change will continue to cause profound changes in the water cycle.

Snow cover will decrease and melt earlier and heavier rainfall is leading to increasing flooding (Payton et al., 2023). Additional increases in heavy and extreme precipitation are expected to remain the state's leading climate change symptoms. Heavy rains are now more common in Minnesota and more intense than at any time on record. Long-term observation sites have seen dramatic increases in one-inch rains, three-inch rains, and the size of the heaviest rainfall of the year. Since 2000, Minnesota has seen a significant uptick in devastating, large-area extreme rainstorms as well. Rains that historically would have been in the 98th percentile annually (the largest 2%) have become more common (MN DNR, 2024).

This precipitation increase is found in all seasons, but spring and summer are becoming wetter at faster rates than fall and winter. Whereas temperature increases have been greatest in the northern parts of the state, precipitation increases have been well distributed geographically, and have somewhat favored southern Minnesota, which has better access to moisture from the Gulf of Mexico and is more frequently near the "low-level jet" airflow (a relatively fast-moving zone of winds in the lower atmosphere) that influences precipitation production.

4.1.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified existing program gaps and deficiencies that make its residents more vulnerable to flooding. The following gaps and deficiencies should be addressed with new mitigation efforts to reduce that vulnerability:

Road Infrastructure: Flood mitigation for county and township roads (e.g., culvert replacements, road repair) is an ongoing need. The county and many of our townships have limited funding for road infrastructure. Crow Wing County continues to assist with road infrastructure mitigation projects to reduce the impacts of localized flooding.

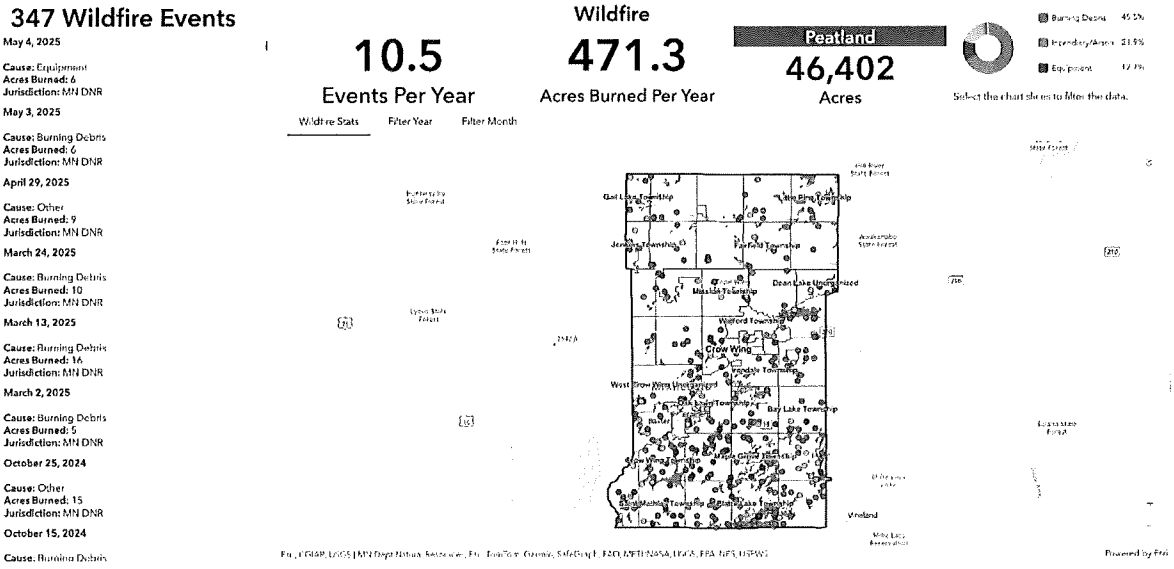
Funding: The county needs funding assistance to improve roads and culverts that experience repetitive flooding. Significant State and Federal funding is needed to construct infrastructure projects to prevent, reduce, and mitigate the impacts of high rain events and flooding.

4.2 Wildfire

Wildfire is an uncontrolled fire spreading through vegetative fuels, posing danger and destruction to property. Each year between January 1992 and July 2025, Minnesota experienced an average of 427 wildfires that burned at least five acres (MN DNR, 2025c). Wildfires occur throughout spring, summer, and fall; however, most wildfires in Minnesota take place in March, April, and May. The history of wildfire in Crow Wing County is shown in Figure 3; an interactive map is available on the Crow Wing County HMP website. The number of wildfires by type, acres, and cause includes aggregated data for Crow Wing County.

View interactive maps and see information about wildfire history, risk, and vulnerability

Figure 3. History of wildfire in Crow Wing County



4.2.1 Probability of Occurrence

To determine the probability of future wildfires, Minnesota DNR and National Interagency Fire Center records of previous wildfire events in Crow Wing County were summed and divided by the dataset's period of record, resulting in an annual relative frequency of wildfires for that period. From January 1992 to April 11, 2025, the relative frequency of wildfire events in the county is 10.5 per year (MN DNR, 2025c; National Interagency Fire Center, 2025). This relative frequency can be used to infer the probability of these events occurring in the future.

4.2.2 Vulnerability

Wildfires jeopardize the built environment, health, and wellbeing of individuals living near its fuel source. Some residents are more vulnerable to air quality conditions of wildfire, including children, older adults, and those with respiratory issues (AirNow, 2021).

Structures located in areas near undeveloped wildland are vulnerable to wildfires. The SILVIS Lab at University of Wisconsin–Madison created a dataset documenting the changes of the wildland–urban interface (WUI) in the United States from 1990 to 2020. Radeloff et al. (2018) define WUI as the area where structures and other human development meet or intermingle with wildland vegetation. With the increase of development in metropolitan fringes and rural areas, the WUI is growing. The expansion of the WUI in recent decades has significant implications for wildfire management and impact as it creates an environment in which fire can readily move between structural and vegetation fuels. Its expansion has increased the likelihood that wildfires will threaten structures and people (Radeloff et al., 2018).

There are two main types of WUI: intermix and interface. Intermix WUI are areas where housing and wildland vegetation intermingle; interface WUI are areas where housing are adjacent to wildland

vegetation (Radeloff et al., 2018). Table 9 shows the change of total WUI (intermix and interface) in the county from 2000 to 2020, and the percentage of the county's land, housing, and population in the WUI area.

Communities with higher proportions of WUI areas are more vulnerable to wildfires. The percentage of WUI within individual jurisdictions in Crow Wing County is shown in Table 10.

Table 9. Wildland-Urban Interface (WUI), Crow Wing County, 2000–2020

	Total WUI 2000	Total WUI 2010	Total WUI 2020	% Change (2000–2020)
Land Area	24.4%	29.1%	29.5%	+21.2%
Housing	89.9%	91.4%	91.5%	+1.8%

SOURCE: (RADELOFF, MOCKRIN, ET AL., 2023)

Table 10. Percentage of land area classified as WUI per jurisdiction in Crow Wing County

Township/City	Percent WUI
Garrison	95.3
Jenkins	88.0
Fort Ripley	82.0
Breezy Point	76.8
Cuyuna	72.6
Brainerd	68.3
Baxter	61.1
Deerwood	60.6
Manhattan Beach	55.8
Nisswa	52.2
Lake Edward	51.3
Crow Wing	51.0
Pequot Lakes	49.3
Crosslake	48.0
Crosby	45.4
Ideal	43.5
Oak Lawn	40.9
Riverton	40.9
Emily	39.8
Center	38.5
Bay Lake	37.2
Fifty Lakes	35.7
Deerwood Township	33.3
Fort Ripley Township	30.2
Jenkins Township	30.2
Pelican	29.8
Irondale	29.4
Garrison Township	26.9
Ross Lake	25.6

Township/City	Percent WUI
Trommald	23.6
Mission	22.5
Roosevelt	22.3
Nokay Lake	15.7
Ironton	15.3
Wolford	13.4
Long Lake	12.3
Maple Grove	12.3
Gail Lake	11.9
Little Pine	10.0
Rabbit Lake	9.8
Timothy	9.6
Platte Lake	6.9
Perry Lake	5.7
Fairfield	5.1
Daggett Brook	1.3
Saint Mathias	0.6

SOURCE: (RADELOFF, HELMERS, ET AL., 2023)

Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.2.3 Wildfire and Climate Change

The changing climate poses a complex web of issues for wildfire in Minnesota. Climate change likely is affecting the frequency and intensity of Canadian wildfires, similar to its effect on wildfires in the western U.S. and Alaska (Wehner, 2017). Small particulate pollution from smoke plumes has numerous health impacts as described above, and if severe enough can result in spikes of demand for emergency services. Based even on intermediate (RCP4.5) future climate projections, many Midwest counties will experience increased exposure to wildfire smoke (Mills et al., 2018).

> According to the NCA5, Key Message #3 in the Midwest Chapter, Climate Adaptation will require innovative collaborations between public health and other sectors such as emergency management (Wilson et al., 2023).

Changes in Minnesota's climate also may be influencing the frequency, severity, and areal coverage of wildfires. For example, warmer winters with inconsistent snow cover, the arrival of wet conditions prior to the growing season, plus early and more frequent thaws, all combine to prolong the exposure of susceptible vegetation to dry conditions, potentially extending the peak wildfire season.

Minnesota's changing climate also may affect fire-damaged areas. For instance, heavy rains in burned areas can lead to erosion and mudslides. Documented and projected increases in the frequency and intensity of heavy and extreme rainfall suggest that Minnesota is becoming and will become more prone to post-fire landscape hazards. Climate change also is having an impact on the pests that

damage the health and composition of Minnesota forests, although the ultimate consequences for wildfire are complex and uncertain. Shorter winters are allowing two reproductive cycles of the Eastern Larch Beetle, which has now killed off at least 143,000 acres of mature tamarack forest in Minnesota since 2001 and affected about 535,000 acres to some degree during that period. The decline in severity and frequency of extreme cold may allow more rapid establishment of Emerald Ash Borer to latitudes further north than without climate change. Minnesota forests are home to an estimated 1 billion ash trees. Many of these trees are in nearly pure stands of black ash growing in wet areas. So while the deaths of these lowland species will increase fuel loading, their decreased transpiration will increase water on the ground. The ultimate contribution to wildfire will depend on the interplay between increased precipitation, warming temperatures, extreme heat, and periods of drought as our climate continues to change.

Temperatures are predicted to rise in the state, which could lead to more extreme heat events and associated wildfire risks. As Minnesota's climate changes, weather fluctuations between drought and extreme rain events and increasing temperatures will result in changes to forest composition and/or distribution. These fluctuations can lead to dry conditions that may cause increased fire risk in both grassland and forest environments.

The varied impacts of climate change are complicated by how these changes also interact with and reinforce one another. Drought and heat may both contribute to wildfires, which may in turn lead to changes in plant and animal populations and other ecological shifts. Increasing events of extreme heat and drought can increase the number of wildfires (Blumenfeld, K. Minnesota State Climatology Office, personal communication, January 9, 2019).

4.2.4 Program Gaps and Deficiencies

Crow Wing County Management identified existing program gaps and deficiencies that make its residents more vulnerable to wildfire. These gaps should be addressed with new mitigation efforts to reduce vulnerability, outlined as follows:

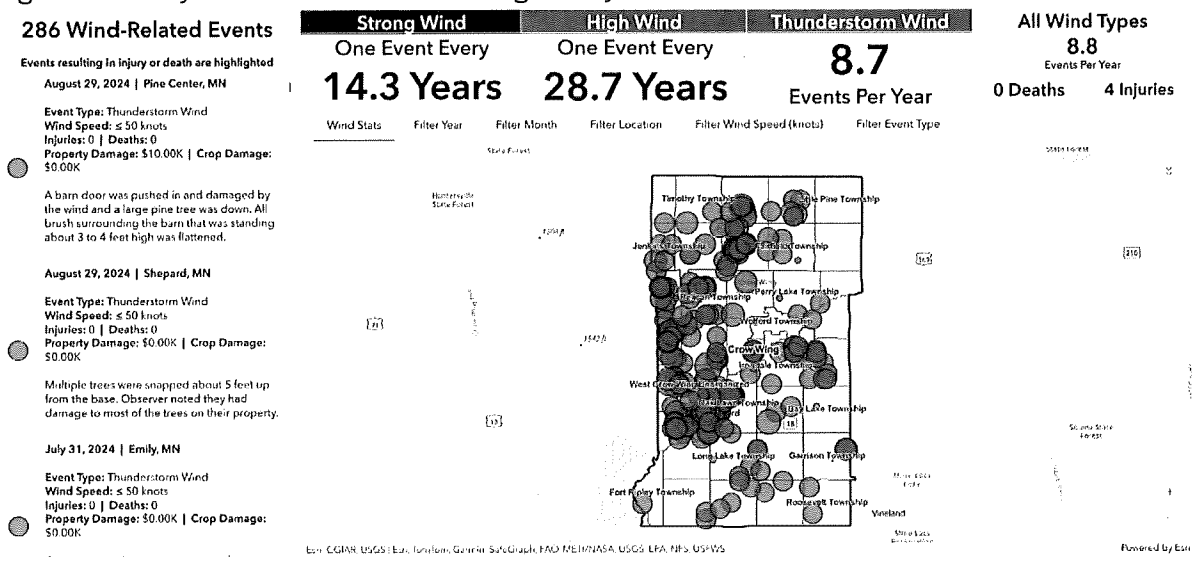
Public Awareness: Raising public awareness of the risk of wildfire is an ongoing area of need, especially with the seasonal population of visitors to Crow Wing County during summer, when periods of drought can cause higher risk for recreational wildfires.

4.3 Windstorms

A windstorm is a wind strong enough to cause damage to trees and buildings and typically exceeding 34 mph (Pielke, 2012). Windstorm events encompass a variety of types of damaging wind. The history of windstorms in Crow Wing County is shown in Figure 4; an interactive version of this map can be found on the Crow Wing County HMP website.

View interactive maps and see information about windstorm history, risk, and vulnerability

Figure 4. History of windstorms in Crow Wing County



4.3.1 Probability of Occurrence

To determine the probability of future wind-related events in Crow Wing County, records of previous wind-related events (strong wind, high wind, and thunderstorm wind) in Crow Wing County were examined since 1996, the period of record all wind events have in common. The relative frequency of all wind-related events from January 1996 to May 2025 is 8.8 per year. These relative frequencies can be used to infer the probability of these events occurring in the future.

4.3.2 Vulnerability

The likelihood of a windstorm event does not vary geographically within the county, but the vulnerability of its residents is not constant. Vulnerability to injury from all kinds of windstorms decreases with adequate warnings, warning time, and sheltering in a reinforced structure. Therefore, residents living in rural areas, living alone or with limited mobility, or living in a manufactured home may be more vulnerable. Also at a higher risk to windstorms are those who work outdoors or do not have permanent housing.

Structural vulnerability depends in part upon the construction of a building and its infrastructure. Residents of mobile homes are more vulnerable to fatality or injury from windstorms because mobile homes are not able to withstand high winds as well as other structural dwellings, with 50 mph (43.4 knots) being the lower limit of wind speeds capable of damaging mobile homes (AMS, 2004). Steps to mitigate these vulnerabilities have been taken by the state, requiring all mobile home parks to provide an evacuation plan, and parks with at least 10 homes licensed after March 1, 1988 to provide a storm shelter (MDH, 2020). However, mobile home parks often do not provide the required storm shelters (Sepic, 2017). Building codes have also changed to improve the strength of new mobile home construction but there are still many older mobile homes in use that do not meet these new standards.

Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.3.3 Windstorms and Climate Change

Lack of high-quality long-term data sets makes assessment of changes in wind speeds very difficult (Kunkel et al., 2013). In general, one analysis found no evidence of significant changes in wind speed distribution. Other trends in severe storms, including the number of hurricanes and the intensity and frequency of tornadoes, hail, and damaging thunderstorm winds, are uncertain. Since the impact of more frequent or intense storms can be larger than the impact of average temperature, climate scientists are actively researching the connections between climate change and severe storms (USGCRP, 2018a).

According to the NCA5 Key Message #5 in the Climate Trends chapter, extreme events are becoming more frequent.

4.3.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified program gaps and deficiencies that make its residents more vulnerable to summer storms, including windstorms, that should be addressed with new mitigation efforts to reduce vulnerability. These include:

Above-Ground Power Lines: Most power lines throughout Crow Wing County are above ground, exposing them to potential damage from high wind events. The county and local jurisdictions continue to work with electric utility providers to convert overhead power lines to underground or to implement other measures to reduce risk of power failure.

Public Education: Ongoing public education is needed during tornado season to inform the public on what a tornado watch/warning is and what to do when outdoor warning sirens are activated. Crow Wing County and local jurisdictions also need to continue to encourage residents to be aware of and ready for severe storm events that can lead to long-term power outages.

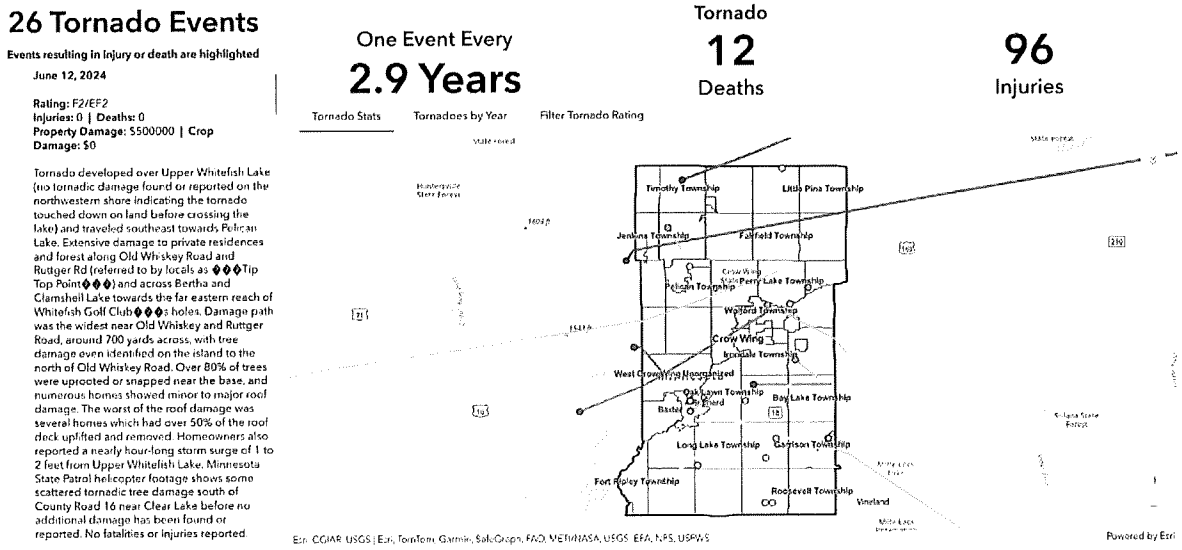
Storm Shelters and Tornado Safe Rooms: There are areas throughout Crow Wing County without viable storm shelters or tornado safe rooms where there are populations vulnerable to high wind and storm events, such as mobile home parks and campgrounds. A coordinated approach is needed to identify where storm shelters or tornado safe rooms are needed and to evaluate whether new construction or a retrofit of facilities is possible. Finding funding for the implementation of such construction projects is also a barrier.

4.4 Tornadoes

With wind speeds reaching up to 300 mph, tornadoes are one of nature's most violent storms (Hogeback, 2020). The history of tornadoes in Crow Wing County is shown in Figure 5; an interactive version of this map can be found on the Crow Wing County HMP website.

View interactive maps and see information about tornado history, risk, and vulnerability

Figure 5. History of tornadoes in Crow Wing County



4.4.1 Probability of Occurrence

Estimating the probability of future tornadoes in Crow Wing County was done using two methods. The first method summed the total number of tornadoes that either touched down in or traveled through the county. This sum was divided by the number of years tornado data was recorded, resulting in the annual relative frequency of tornado occurrences in the county. Based on records in the NCEI Storm Events Database through May 2025, there has been one tornado every 2.9 years in Crow Wing County. These 26 tornadic events occurred in 17 of the 75 years on record.

Because tornadoes often cross county lines and tornadic frequency may be better understood using events from a larger area, a second method was used to describe the frequency of tornadic events within a 50-mile radius of any location within the county. A grid of 900 square-meter cells was used to cover Minnesota and 50 miles beyond its border. From the center of each cell, the number of tornadoes that intersected a 50-mile radius was counted. Each cell was assigned a total tornado line count, which was then divided by the tornado dataset's period of record, resulting in the annual relative frequency of tornadoes occurring within 50 miles of the respective cell.

For any location in Crow Wing County, there was an annual frequency of 1–3 tornadoes within a 50-mile radius. The historical frequency was slightly higher in the southwest than in the northeast of the county. These relative frequencies can be used to infer the probability of these events occurring in the future.

4.4.2 Vulnerability

The likelihood of a tornado does not vary significantly across geography within Crow Wing County; however, certain populations may be more vulnerable and less resilient to the impacts of a tornado.

In general, tornado casualties decrease when people receive adequate warnings with sufficient time to seek shelter in a reinforced structure. Because communication is critical before a tornadic event, certain residents may be more negatively impacted by a tornado, including those living in rural areas, individuals with limited mobility, people who do not live near an outdoor warning siren, or those who do not use social media. Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

View at-risk populations in Crow Wing County

People living in mobile homes are particularly vulnerable to tornadoes because they cannot withstand the strong winds produced by a tornado. An analysis by the Associated Press of NOAA storm data found that since 1996, 53% of tornado fatalities in the United States were people who remained within or attempted to flee from mobile homes (Borestein et al., 2023). While Minnesota law requires most mobile home parks to have storm shelters, many do not (Raiche, 2022).

4.4.3 Tornadoes and Climate Change

Minnesota's climate is undergoing distinct changes, but as reported by the MN DNR State Climatology Office, these changes are only weakly connected to increases in tornadoes or severe convective storms. Minnesota, like all parts of the U.S., has seen increases in the weakest class of tornadoes (rated F-0 or EF-0), but these increases are known to be linked to improved spotting, detection, and verification procedures within the National Weather Service.

When examining tornadoes that cause significant structural damage and are rated EF-2 or above, Minnesota has seen no recent trends towards increasing frequencies—whether measured as raw counts, or as days with one or more of these tornadoes (MN DNR, 2019).

The tornado trends in Minnesota match those found nationally. NCA5 states that while the average annual number of tornadoes appears to have remained relatively constant, there is evidence that tornado outbreaks have become more frequent, tornado seasons are extending into later in the fall, and that tornado strength has increased (Marvel et al., 2023). An October 10, 2021 tornado in the Boundary Waters Canoe Area Wilderness became the latest on record so far north in the state. Then, on December 15, 2021, an outbreak of destructive thunderstorm winds and over 20 tornadoes struck the southeastern parts of the state, producing the latest tornadoes on record by 29 days (Blumenfeld, K. Minnesota State Climatology Office, personal communication, December 21, 2023).

According to the NCA5 Key Message #5 in the Climate Trends chapter, extreme events are becoming more frequent.

However, climate scientists are unclear about whether the recent statistical behavior of these severe convective storm events has any relationship with the changing climate. This uncertainty results from the fact that tornadoes and their parent thunderstorms operate on smaller scales and more localized processes than the global climate. There has been some indication that, on a national basis, tornadoes are being clustered into fewer days, suggesting a greater tendency towards outbreaks. Scientific

modelling studies indicate that the meteorological conditions supportive of severe thunderstorms should increase in the future, but it is unclear whether the specific conditions required for the formation of tornadoes, and particularly significant tornadoes, will increase (Kossin, 2017). Until more studies are completed, the Minnesota State Climatology Office recommends assuming that tornadoes will remain an important and dangerous part of Minnesota's climate, even if they do not increase in frequency or severity in response to changing climatic conditions.

4.4.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified program gaps and deficiencies that make its residents more vulnerable to summer storms, including tornadoes, that should be addressed with new mitigation efforts to reduce vulnerability. These include:

Above-Ground Power Lines: Most power lines throughout Crow Wing County are above ground, exposing them to potential damage from high wind events. The county and local jurisdictions continue to work with electric utility providers to convert overhead power lines to underground or to implement other measures to reduce risk of power failure.

Public Education: Ongoing public education is needed during tornado season to inform the public on what a tornado watch/warning is and what to do when outdoor warning sirens are activated. Crow Wing County and local jurisdictions also need to continue to encourage residents to be aware of and ready for severe storm events that can lead to long-term power outages.

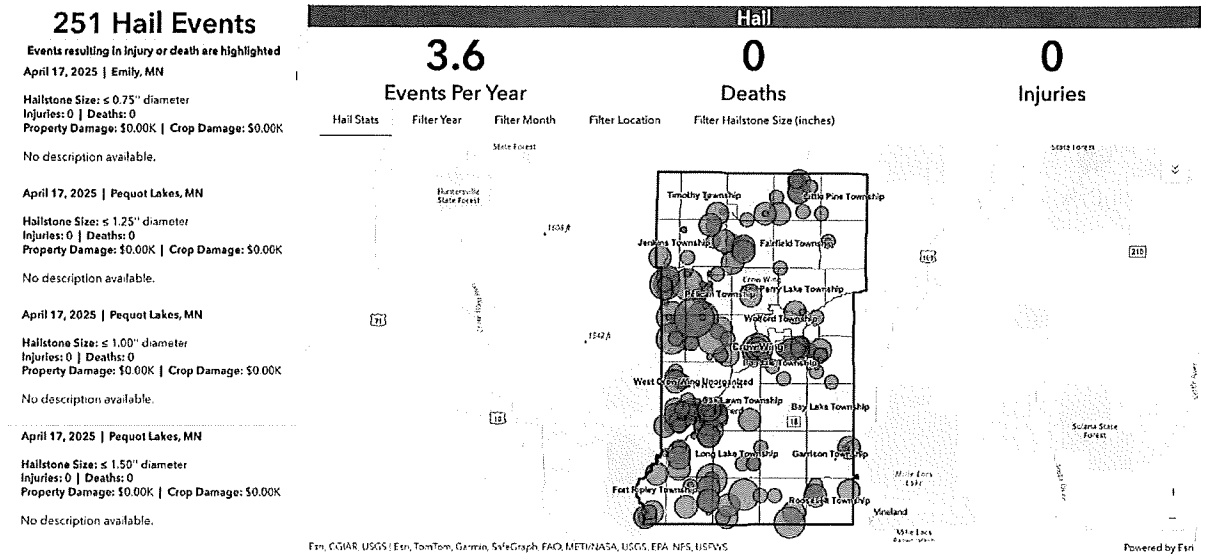
Storm Shelters and Tornado Safe Rooms: There are areas throughout Crow Wing County without viable storm shelters or tornado safe rooms where there are populations vulnerable to high wind and storm events, such as mobile home parks and campgrounds. A coordinated approach is needed to identify where storm shelters or tornado safe rooms are needed and to evaluate whether new construction or a retrofit of facilities is possible. Finding funding for the implementation of such construction projects is also a barrier.

4.5 Hail

Hailstorms occur throughout the year though are most frequent between May and August (NWS, 2020). Although hailstorms rarely cause injury or loss of life, they do cost Minnesota nearly $16 million in property and crop damage each year (CEMHS, 2023). In 2017, 44% of properties in Minnesota were affected by damaging hail events (Samanta & Wu, 2017). The history of hail in Crow Wing County is shown in Figure 6; an interactive version of this map can be found on the Crow Wing County HMP website.

View interactive maps and see information about hail history, risk, and vulnerability

Figure 6. History of hail in Crow Wing County



4.5.1 Probability of Occurrence

To determine the probability of future hailstorms in Crow Wing County, records of previous hail events in the county were examined for the period of record. From January 1955 through May 2025, the relative frequency of hail events was 3.6 per year. This relative frequency can be used to infer the probability of hail events occurring in the future. Please note that public reports of hail are often secondary to those of thunderstorm winds or tornadoes because if either damaging winds or tornadoes occur, the damaging wind and/or tornado are more important to the reporter and may result in underreporting of hail events.

4.5.2 Vulnerability

Crow Wing County's agricultural lands and structures are vulnerable to hail damage and its residents to injury and possibly death. Data from the Spatial Hazard Events and Losses Database for the United States (SHELDUS) was examined to identify the county's monetary losses due to hail damage to crops, property, injury, and death. From 1960 through 2022 Crow Wing County reported $1,135,096 in hail damages, ranking 80th among Minnesota counties in total hail damages. Crow Wing County's losses are primarily due to property damages reported at $1.38 million, followed by $1.33 million in crop damages. Crop indemnity payments due to hail totaled over $8.6 million for the period of record spanning 1989–2022 (CEMHS, 2023).

Within Crow Wing County, the vulnerability of jurisdictions to hailstorms does not vary geographically. As with all summer storms, those who work outdoors or do not have permanent housing are at greater risk during hailstorms.

Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.5.3 Hail and Climate Change

Trends in severe storms, including the numbers of hail and damaging thunderstorm winds are uncertain. Since the impact of more frequent or intense storms can be larger than the impact of average temperature, climate scientists are actively researching the connections between climate change and severe storms (Marvel et al., 2023). The NCA reports that in Minnesota's neighboring Great Plains region, hail size, frequency of large hail, and length of hail season are projected to increase through the rest of this century (Knapp et al., 2023). The occurrence of very heavy precipitation has increased in Minnesota in recent decades, and future projections also indicate this will continue (Blumenfeld, K. Minnesota State Climatology Office, personal communication, December 21, 2023).

According to the NCA5 Key Message #5 in the Climate Trends chapter, extreme events are becoming more frequent.

4.5.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified program gaps and deficiencies that make its residents more vulnerable to summer storms, including hailstorms, that should be addressed with new mitigation efforts to reduce vulnerability. These include:

Above-Ground Power Lines: Most power lines throughout Crow Wing County are above ground, exposing them to potential damage from high wind events. The county and local jurisdictions continue to work with electric utility providers to convert overhead power lines to underground or to implement other measures to reduce risk of power failure.

Public Education: Ongoing public education is needed during tornado season to inform the public on what a tornado watch/warning is and what to do when outdoor warning sirens are activated. Crow Wing County and local jurisdictions also need to continue to encourage residents to be aware of and ready for severe storm events that can lead to long-term power outages.

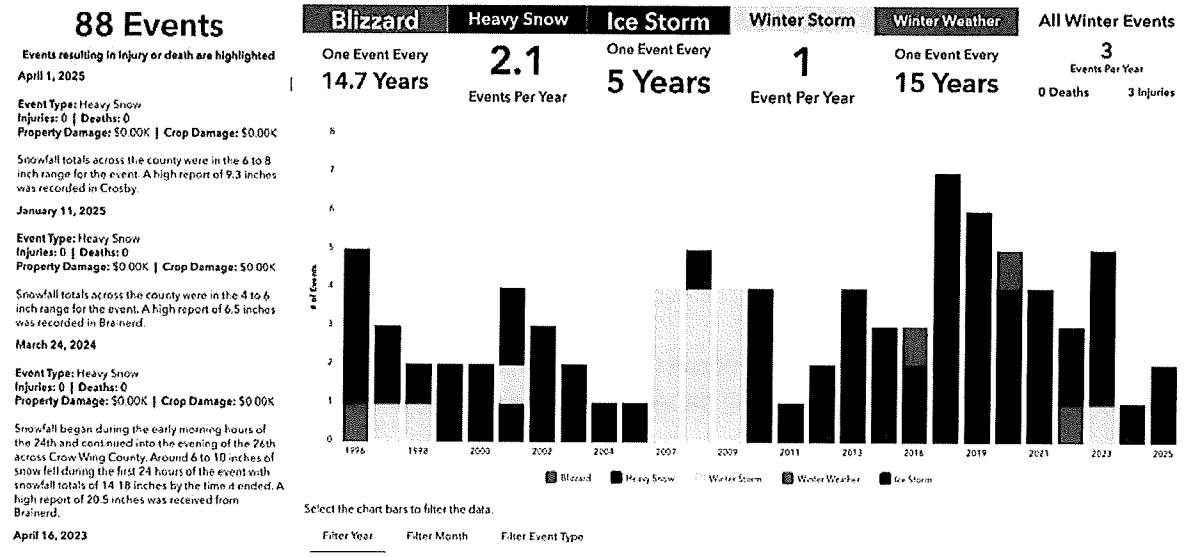
Storm Shelters and Tornado Safe Rooms: There are areas throughout Crow Wing County without viable storm shelters or tornado safe rooms where there are populations vulnerable to high wind and storm events, such as mobile home parks and campgrounds. A coordinated approach is needed to identify where storm shelters or tornado safe rooms are needed and to evaluate whether new construction or a retrofit of facilities is possible. Finding funding for the implementation of such construction projects is also a barrier.

4.6 Winter Storms

Winter storms encompass a number of winter weather events, which the National Weather Service (NWS) organizes into the following categories: blizzard, heavy snow, ice storm, winter storm, and winter weather. Winter weather events are common in Minnesota and can be costly. According to the Spatial Hazard Events and Losses Database (SHELDUS), winter weather events in Minnesota have cost more than $1.02 billion in damages since 1960 (CEMHS, 2023). The history of winter storms in Crow Wing County is shown in Figure 7; an interactive version of this map can be found on the Crow Wing County HMP website.

View interactive maps and see information about winter storm history, risk, and vulnerability

Figure 7. History of winter storms in Crow Wing County



4.6.1 Probability of Occurrence

To determine the probability of future winter-related storm events in Crow Wing County, records of previous events (blizzards, heavy snows, ice storms, winter storms, and winter weather) were summed and divided by the dataset's period of record, resulting in the annual relative frequency of winter-related storms. Based on records in the NCEI Storm Events Database through May 2025, the relative frequency of winter-related storm events in Crow Wing County is three per year. This relative frequency can infer the probability of these events occurring in the future.

4.6.2 Vulnerability

Transportation systems, electrical distribution systems, and structures are vulnerable to winter storms throughout the county. These events do not vary geographically within the county; all jurisdictions are equally vulnerable. While it is highly likely these events will continue occurring annually, the amount of snow and ice and number of winter-related storm events to occur each year are unpredictable. People residing in climates such as these must always be prepared for situations that put their lives or property at risk. It is important that extra consideration be given to the vulnerable populations discussed in Section 3.2. Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.6.3 Winter Storms and Climate Change

Historically, winter storms have had a large impact on public safety in Minnesota. If the frequency of snowstorms and annual total snowfalls increase, as anticipated effects of Climate Change, the effects on public safety will also increase. Pressures on energy use, reduced reliability of services, potential outages, and potential rise in household energy costs are major climate change risks to public health that can occur from winter weather.

Table 7 in Section 3.3 discusses confidence that climate change will impact common Minnesota weather/climate hazards beyond 2025, there is some weak evidence that warming winters may make heavy snowfall events less frequent as winter warms.

4.6.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified several program gaps and deficiencies that make its residents more vulnerable to severe winter storms. The following gaps and deficiencies should be addressed with new mitigation efforts to reduce that vulnerability:

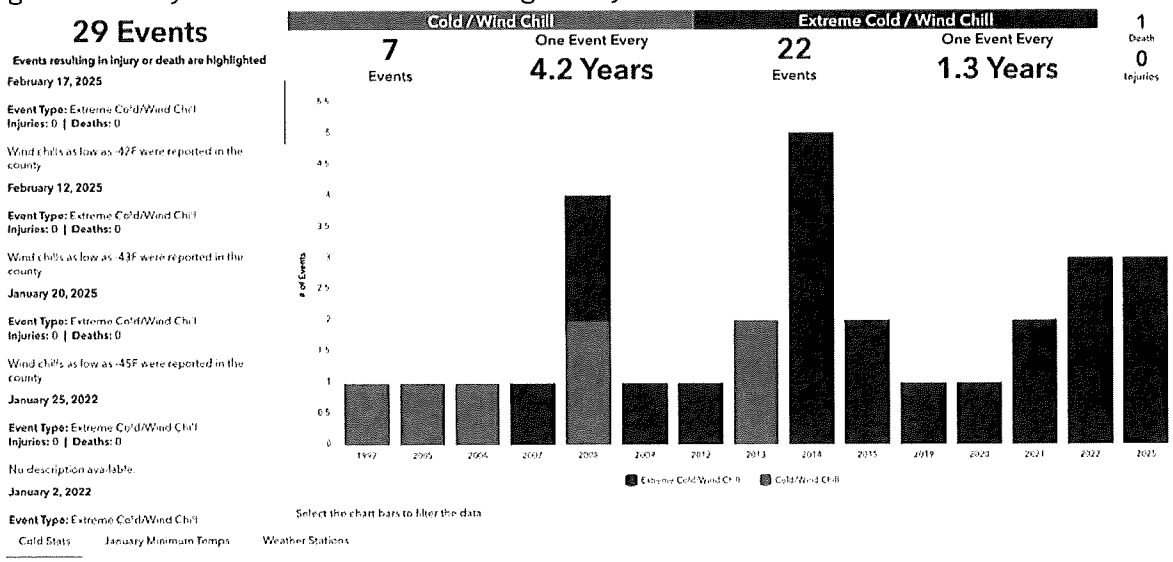
Above-Ground Power Lines: Most power lines throughout Crow Wing County are above ground, exposing them to impacts/damage from winter high wind and ice events, potentially leading to localized or extensive power outages.

Public Education: Ongoing public education is needed to encourage residents to be ready for long-term power outages or to be snowed in during dangerous winter events such as ice storms and blizzards.

4.6 Extreme Cold

Due to Minnesota's position in the middle of the continent and subsequent climate, the state may experience extremely frigid temperatures in winter. Winter in Crow Wing County can be especially dangerous when low temperatures and wind create arctic-like wind chills. The history of extreme cold in Crow Wing County is shown in Figure 8; an interactive version of this dashboard can be found on the Crow Wing County HMP website.

Figure 8. History of extreme cold in Crow Wing County



View interactive maps and see information about extreme cold history, risk, and vulnerability

4.6.1 Probability of Occurrence

To determine the probability of future cold-related events in Crow Wing County, records of previous cold/wind chill and extreme cold/wind chill events were summed and divided by the dataset's period of record, resulting in the annual relative frequency. Based on records in the NCEI Storm Events Database through May 2025, the relative frequency of extreme cold/wind chill events in Crow Wing County is one every 1.3 years. (NCEI, 2025). This relative frequency can be used to infer the probability of these events occurring in the future.

4.6.2 Vulnerability

The risk of extreme cold does not vary geographically within the county. Citizens living in climates such as these must always be prepared for situations that put their lives or property at risk. The youngest and more elderly residents, homeless persons, individuals with chronic medical conditions, and those who are working or recreating outdoors are most at risk for frostbite and hypothermia (MDH, 2021).

View at-risk populations in Crow Wing County

It is not always the depth of the cold that poses a threat but rather unpreparedness for the cold, such as an individual with a vehicle breakdown who lacks a personal winter safety kit in the vehicle. The cost of propane can make rural residents more vulnerable to issues with extreme cold. A propane shortage and resulting crisis, such as that which occurred in 2014, may increase the cost of heating homes and farms to a prohibitive amount (Eaton, 2014). The Minnesota Department of Commerce presents options and suggestions for homeowners who use propane on their website.

The CDC publication "Extreme Cold: A Prevention Guide to Promote Your Personal Health and Safety" outlines preparation measures that individuals can take to reduce their vulnerability to extreme cold. Highlights in this document include advice about travel preparations, securing your home water supply, and safety during recreation (CDC, 2021).

Section 3.4 provides jurisdictional responses to localized vulnerabilities to extreme cold.

4.6.3 Extreme Cold and Climate Change

Although climate research indicates that Minnesota's average winter lows are rising rapidly, and our coldest days of winter are now warmer than we have ever recorded, cold temperatures have always been a part of Minnesota's climate, and extreme cold events will continue.

As the climate changes, an increase in extreme precipitation or storm events could lead to a higher risk of residents being exposed to cold temperatures during power outages or other storm-related hazards. Extreme and changing temperatures are already challenging aging infrastructure and are expected to impair surface transportation and the electrical grid.

Key Message #4 in NCA5 in the Midwest Chapter states that green infrastructure and public and private investments may mitigate losses, provide relief from heat, and offer other ways to adapt the built environment to a changing climate.

4.6.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management identified several program gaps and deficiencies that make its residents more vulnerable to extreme cold. The following gaps and deficiencies should be addressed with new mitigation efforts to reduce that vulnerability:

Generators for Backup Power to Critical Facilities & Shelters: Not all healthcare facilities utilized for the care of residents & visitors, including designated severe weather/emergency shelters (schools, churches, etc.) have backup power to run heating systems in the event of a power outage.

Public Education: Ongoing public education is needed to encourage residents to be prepared for extreme weather, including power outages during periods of extreme cold. Crow Wing County Emergency Management continues to do public education through the local schools, senior and health care centers, and local government for severe weather awareness.

4.7 Extreme Heat

Extreme heat describes weather that is much hotter and/or humid than typical for a place and time of year. In the United States, extreme heat is the deadliest weather-related hazard and causes more deaths than flooding, tornadoes, and hurricanes combined. While heat waves are infrequent in a northern state like Minnesota, they can have severe consequences for residents who are not acclimatized to their effects (Runkle et al., 2022).

While Crow Wing County has ranked extreme heat as a low-priority hazard, it is included in this plan due to its significant health impacts. The Minnesota Climate Action Framework states a goal for every county in Minnesota to profile the risk of extreme heat in its jurisdiction, regardless of its prioritization of this hazard. Minnesota Homeland Security and Emergency Management and the Minnesota Department of Health support this inclusion as a form of outreach. Counties do not need to have mitigation action addressing extreme heat unless the hazard is also a moderate or high priority for the county.

The National Weather Service (NWS) issues extreme heat watches, heat advisories, and extreme heat warnings based on the heat index, which is a combination of air temperature and relative humidity that determines how hot it feels. The heat index threshold differs based on locality, since people in colder climates are less prepared for heat events than people who live in warmer climates (NWS, 2025b).

More recently, the NWS has developed the HeatRisk tool to issue a forecast of heat-related impacts to occur over a 24-hour period. It is intended to provide risk guidance to decision-makers and heat-sensitive populations. Historical data from the HeatRisk tool, available back to 2015, provide a more comprehensive look at extreme heat events beyond those reported as Extreme Heat Events in the Storm Events Database. The HeatRisk tool takes into consideration:

- How unusual the heat is for the time of year
- The duration of the heat, including both daytime and nighttime temperatures
- If those temperatures pose an elevated risk of heat-related impacts based on data from the Centers for Disease Control and Prevention (NWS, 2025a).

Impacts of extreme heat are far-reaching and can be severe. Some impacts include infrastructure failures, such as roads buckling and power outages; strain on essential services, such as increased demand for emergency medical services and law enforcement (Guo, 2017; Williams et al., 2020); and disruptions to important social and economic networks, such as school and event cancellations, which reduce access to education, physical activity, and community support.

View interactive maps and see information about extreme heat history, risk, and vulnerability

Crow Wing County's agricultural lands and structures are vulnerable to heat damage. Residents can suffer from increased heat-related illnesses, exacerbation of pre-existing chronic conditions, and even death (Moss, 2017). In the United States, heat is estimated to result in $100 billion in economic losses annually, primarily due to lost productivity, and it accounts for $1 billion in direct healthcare costs each year (American Public Health Association, 2025). In 2022, extreme heat led to 682 emergency department visits, 63 hospitalizations, and two deaths in Minnesota (MDH, 2025).

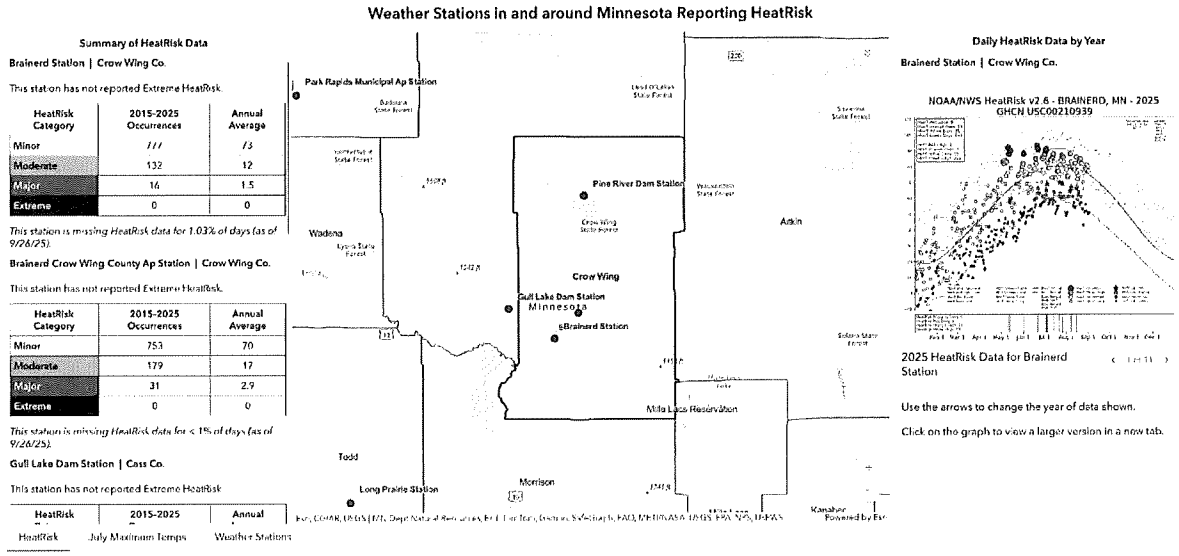
Extreme heat exacerbates poor air quality conditions because the stagnant air during a heat wave increases ozone and particulate pollution (Center for Science Education, 2025). Air pollution is particularly harmful for people over the age of 65, children under the age of five, outdoor workers, and people with respiratory or cardiovascular conditions. The Minnesota Extreme Heat Toolkit further details the health effects of poor air quality.

Data from the Spatial Hazard Events and Losses Database (SHELDUS) for the United States was examined to identify the county's monetary losses due to heat damage to crops. Ranking 80th among Minnesota counties in crop indemnity payments, heat-related losses for Crow Wing County totaled over $82,348 for the period of record spanning 1989 to 2022 (CEMHS, 2023).

The history of extreme heat in Crow Wing County is shown in Figure 9; an interactive version of this chart can be found on the Crow Wing County HMP website. This dashboard summarizes the occurrences of days when each HeatRisk category threshold was met for each year from 2015–2024. For the purposes of hazard mitigation planning, we have considered days in the Major (Red) Category (a level of heat affects anyone without effective cooling and/or adequate hydration. Impacts are likely in some health systems, heat-sensitive industries, and infrastructure) and the Extreme (Magenta) Category (level of rare and/or long-duration extreme heat with little to no overnight relief affects anyone without effective cooling and/or adequate hydration. Impacts are likely in most health systems, heat-sensitive industries, and infrastructure) as extreme heat-related events.

While Crow Wing County has ranked extreme heat as a low-priority hazard, it is included in this plan on the Minnesota Department of Health recommendation that every county consider this hazard in their HMP due to its significant health impacts.

Figure 9. History of HeatRisk in Crow Wing County



4.7.1 Probability of Occurrence

To determine the probability of future heat-related events in Crow Wing County, the average number of days exceeding the major or extreme HeatRisk categories is used to reflect heat events in the county. The Brainerd Station experiences major HeatRisk days an average of 1.5 days per year, and the Brainerd Crow Wing County Station experiences major events an average of 2.9 days per year based on the 11 years of record.. This relative frequency can infer the probability of these events occurring in the future.

Based on records in the Midwestern Regional Climate Center (MRCC) that date back to 1991, the average daily maximum temperature for July in Crow Wing County has historically been in the 78–79.9 °F range (MRCC, 2021), which is below the 90 °F for 2–3 days criteria for "extreme" heat events (FEMA, 2024b). However, Brainerd Station has reported daily maximum temperatures above 90 °F a total of 193 times, an average of six days per year. This historical average can be used to infer future events, although climate change projections show an increase in the number of days that exceed 90 °F by mid-century (see Section 4.7.3).

4.7.2 Vulnerability

The Minnesota Department of Health updated the Minnesota Extreme Heat Toolkit in 2025 to help local governments prepare for extreme heat events. In their toolkit, they note extreme heat events are often dubbed "silent killers" because deaths and illnesses from these events are often misunderstood and underreported. In fact, extreme heat kills more people in the United States than all extreme weather events combined (Adams-Fuller, 2023). Minnesota does not have a mandated reporting system to report deaths and illnesses linked to extreme heat (MDH, 2025), but is important to not underestimate the danger of extreme heat events within the state.

High temperatures can be exacerbated by the urban heat island effect in developed areas, an effect that amplifies temperatures in areas with a higher concentration of impervious and paved surfaces.

These types of surfaces absorb more heat and hold it for longer than vegetation cover (EPA, 2019). Impervious surfaces are not spread evenly throughout the county, and attention should be given to cities or areas within the county where this type of surface cover is most dense. The city with the highest concentration of impervious surfaces is Brainerd at 30.91% (MDH & University of Minnesota, 2019). The distribution of heat-trapping surfaces and their proximity to tree canopy are more important than their total area.

The distribution of impervious surfaces can be viewed in the Extreme Heat Risk & Vulnerability dashboard in the Exposure tab. The metro counties have an additional layer that demonstrates tree canopy, an effective mitigation of extreme heat: urban tree canopy of at least 40% can result in as much as 7–9 °F cooler temperatures (Ziter et al., 2019). The Metropolitan Council Growing Shade Tool provides data and resources to inform tree planting and canopy preservation for the Twin Cities region to realize benefits, such as cooler temperatures, improved air quality, cleaner stormwater, improved mental health, and enhanced biodiversity.

Rural areas have higher rates of heat-related emergency department visits compared with urban areas (MDH, 2024), and Americans living in rural areas are twice as likely as those in urban areas to have pre-existing health conditions that make them more vulnerable to extreme heat (Pohl, 2025). Rural agricultural regions can have higher rates of humidity due to moisture-producing crops like corn (Minnesota Supercomputing Institute, 2016), which produces evapotranspiration, or "corn sweat," that can add as much as 5–10 °F to the dew point temperature (Steil, 2016).

Key Message #3 in the Midwest Chapter of the NCA5 lists strategies, such as expanded use of green infrastructure and heat-health early warning systems, have the potential to improve both individual and community health (Wilson et al., 2023).

Everyone is susceptible to extreme heat, but certain individuals are at a higher risk of developing heat-related illnesses. According to the Centers for Disease Control and Prevention (CDC), population groups more vulnerable to extreme heat include:

- Older adults (≥65 years old). The elderly cannot easily adjust to sudden changes in temperature and are more likely to have a chronic medical condition or take medication affecting their body's ability to control its temperature.
- Infants and children. Young children and infants have limited control of their surroundings and rely on others to keep them cool and hydrated.
- Individuals with chronic health conditions. These individuals are less likely to respond to changes in temperature, may be taking a medication that exacerbates the effects of extreme heat, or have a condition that is a risk factor for heat-related illness (e.g., heart disease, mental illness, poor blood circulation, and obesity).
- People with low income. These individuals may not be able to afford to properly cool their home and may face transportation challenges when trying to access cooling shelters.
- Athletes and people working outdoors. Both groups are likely to exert energy while being exposed to the heat (CDC, 2020).

Table 11 shows characteristics that MDH has determined make individuals more at risk to adverse health effects from extreme heat, including how that vulnerability ranks among Minnesota counties.

The indicator's percentile rank within Minnesota determines the vulnerability level of Crow Wing County for that indicator (e.g., the 81st –100th percentile is associated with the highest vulnerability compared to other Minnesota counties). For more information on what makes individuals and communities more vulnerable, see the Minnesota Extreme Heat Toolkit.

Table 11. Populations vulnerable to extreme heat in Crow Wing County

Vulnerability Indicator	Percentage of Population	Percentile Rank within Minnesota	Vulnerability Level
Adults with COPD	6.5%	33rd	Low
Adults with a self-care disability	3.3%	26th	Low
Adults with coronary heart disease	7.9%	50th	Moderate
Adults with diabetes	11.7%	49th	Moderate
Families at less than 200% of poverty level	20.2%	58th	Moderate
Households where a person age 65 or over lives alone	14.3%	53rd	Moderate
Households with no computing device	4.7%	14th	Lowest
Households with no vehicle available	4.8%	40th	Low
Households with rent over 50% of income	4.0%	57th	Moderate
Medicare beneficiaries who are electricity-dependent	4.3%	48th	Moderate
Medicare–Medicaid-enrolled beneficiaries	3.1%	49th	Moderate
People age 5 or over with limited English	0.7%	14th	Lowest
People age 65 or over	23.8%	79th	High
People over age 16 who work outdoors	6.3%	21st	Low
People under age 5	5.0%	10th	Lowest
People who are experiencing homelessness	0.1%	69th	High
People who are uninsured	5.7%	73rd	High
People who do not identify as "White alone, not Hispanic or Latino"	6.4%	9th	Lowest

Facilities where vulnerable populations may be concentrated, such as prisons, group homes, and childcare centers, are considered to be at higher risk during heat events.

View interactive information about at-risk populations in Crow Wing County

Warming temperatures will continue to increase the risk of extreme heat, especially among these already vulnerable populations. Section 3.4 provides jurisdictional responses to localized vulnerabilities to extreme heat.

4.7.3 Extreme Heat and Climate Change

Minnesota's annual average temperature has increased more than 3 °F since record-keeping began in 1895, and nine of Minnesota's hottest 16 years on record have occurred since the year 2000 (MCAP, 2024). In Crow Wing County, the average temperature from July to September has increased 0.23 degrees Fahrenheit per decade since 1895 (MN DNR, 2025b)

Nights are warming at a much higher rate than days in Minnesota. In Crow Wing County, nighttime minimum temperatures from July to September have increased at a rate of 0.26 degrees Fahrenheit per decade (MN DNR, 2025b).

While 94% of Minnesota households have some form of air conditioning (including central air, room units, dehumidifiers, and ceiling fans), only 68% have the central air conditioning that can provide reliable whole-house cooling (U.S. Energy Information Administration, 2023). Furthermore, homes with air conditioning equipment may not use it; for example, low-income homes might not turn on their units due to the associated costs, and homes in areas with higher crime rates may be reluctant to use window units for security reasons (EPA, 2006).

The average number of days per year with temperatures over 90 °F under a high carbon emissions (SSP 585), mid-century (2040–2059) scenario is illustrated in the Climate Dashboard on the Plan website.

Climate models project that temperature and precipitation increases will continue in Minnesota through the 21st century, with hotter summers and increased drought severity during dry periods as well. Already, the maximum annual heat index values have been rising across the state, because increased humidity during heat waves (Blumenfeld, K. Minnesota State Climatology Office, personal communication, December 21, 2023).

Table 12 compares historical temperature averages to projections under a high emissions (SSP 585) scenario, demonstrating how many more days will reach above 90 °F and nights where the minimum does not go below 75.2 °F. The data in the table is taken from Minnesota CliMAT, an interactive online tool that provides highly localized climate projections for Minnesota and visualize how even specific towns will likely be impacted in the coming decades (Liess, S. et al., 2023). While models differ on how many degrees of warming will be caused by climate change, all models agree that temperatures will continue to rise.

Table 12. Historical vs projected number of days reaching temperature thresholds in Crow Wing County

	Historical (1995–2014)	Projected (2040–2059)	Change
Days Above 90	8.39	24.29	+15.89
Nighttime Minimum > 75.2	0.25	2.15	+1.91

Greenhouse gas concentrations will continue rising through the century, and the air's ability to trap heat from the Earth's surface will increase accordingly. Warming of the atmosphere will evaporate even more water into the air, further limiting the amount of cooling Minnesota will be able to achieve at night and during the winter. As warmer winters and warmer baseline conditions transition into summer, it will be much easier to attain extreme heat (MN DNR, 2025a).

4.7.4 Program Gaps and Deficiencies

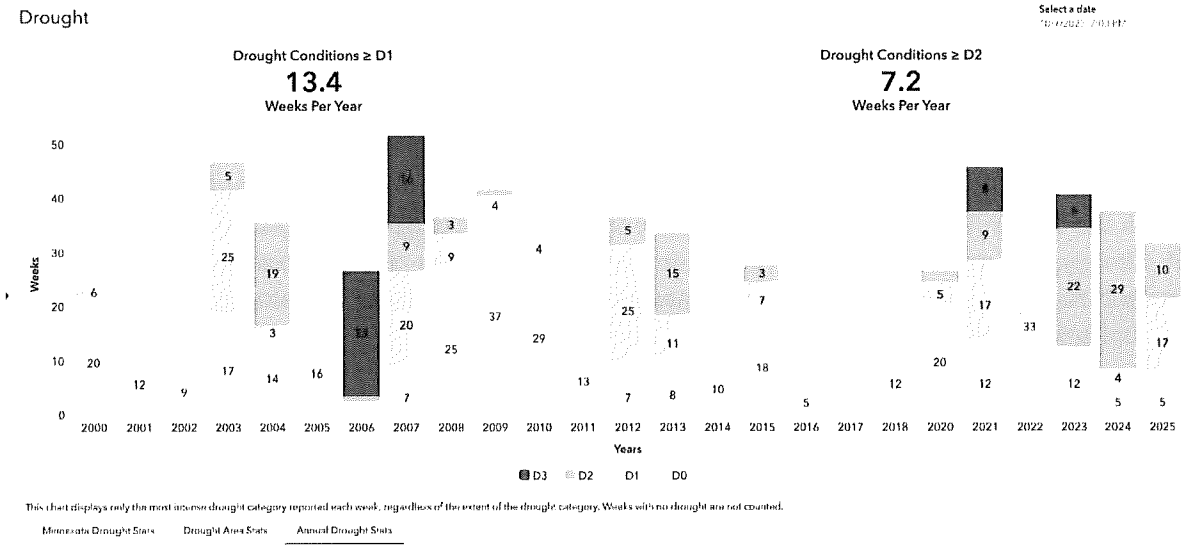
Extreme Heat was considered a low priority by the planning team for the 2025 HMP. Gaps and deficiencies were not addressed.

4.8 Drought

There are numerous approaches to assessing drought conditions. The current gold standard for accurate drought conditions in the United States is the United States Drought Monitor (USDM). Annual drought statistics since 2000 can be seen in Figure 10; an interactive version of this dashboard can be found on the Crow Wing County HMP website.

See interactive information about drought, including history and the USDM Dashboard, on the Crow Wing County HMP website

Figure 10. Annual drought statistics in Crow Wing County since 2000



4.8.1 Probability of Occurrence

To determine the probability of future droughts in Crow Wing County, records of previous droughts were summed and divided by the dataset's period of record, resulting in the annual relative frequency of droughts. The USDM database was examined from January 2000–October 10, 2025 for any occurrence of drought ≥ D1 in Crow Wing County, regardless of the duration of the drought. According to the weekly reported data, the relative frequency of the county experiencing drought conditions ≥ D1 is 13.4 weeks per year, and the relative frequency of drought conditions ≥ D2 is 7.2 weeks per year (NDMC, 2025b). The relative frequency of past droughts can be used to infer the probability of similar droughts occurring in the future.

4.8.2 Vulnerability

One way to identify county assets vulnerable to drought is by examining the impacts of previous droughts. Overseen by the National Drought Mitigation Center (NDMC), the Drought Impact Reporter (DIR) is a comprehensive database that gathers drought-related reports from a variety of sources and identifies the sector(s) impacted by each drought. The NDMC (NDMC, 2025b) defines a drought impact as "[a]n observable loss or change that occurred at a specific place and time because of drought." A

drought meeting this definition is categorized based on the sector(s) the drought impacts; therefore, a single drought affecting multiple sectors will be counted once for each respective sector it impacted.

DIR records show 28 reported drought incidents in Crow Wing County from 2000 to 2024, impacting eight sectors, with greatest impacts to the and relief, response & restrictions sector (NDMC, 2025a). Since droughts are regional in nature, jurisdictions within Crow Wing County do not vary in their vulnerability to drought; however, the impact from droughts are not equal.

Drought conditions may impact soil moisture reserves, groundwater supplies, lake levels, and stream flows. Water-dependent industries that experience the greatest impacts include: agriculture, public utilities, forestry, and tourism (MN DNR, 2021). In addition, droughts may negatively affect an individual's health by contributing to poor air quality caused by wildfire smoke and particulate matter, or a dusty environment. The 2021 drought resulted in elevated fire danger in roughly the northern two-thirds of the state, and record high particulate readings across Minnesota due to the Canadian wildfires (Huttner, 2021). Populations vulnerable to these conditions include children, older adults, and those with respiratory issues.

According to the DIR, Crow Wing County's agriculture sector has been impacted by drought once. With 3.1% of Crow Wing County's land devoted to cultivated crops, the county's agriculture community is also vulnerable to the economic impact a drought may have on crops. From 1989–2022, Crow Wing County received over $6.5 million (2021 ADJ) in crop indemnity payments due to drought, placing it as the 74th-highest-paid county in Minnesota (CEMHS, 2023).

Section 3.4 provides jurisdictional responses to localized vulnerabilities to specific hazards.

4.8.3 Drought and Climate Change

Droughts have been happening throughout Minnesota's history. While the degree at which climate change will impact future droughts is not certain, an increase in efforts and resources are being devoted to project these impacts. In 2023, the NCA5 was completed by the U.S. Global Change Research Program. It provided a comprehensive scientific review of how climate change is impacting the U.S. as well as providing climate change projections.

According to the report, a warming climate is contributing to oscillations between extreme droughts and floods, threatening the agriculture and livestock in the Midwest which produces more than 30% of the world's corn and soybeans (Wilson et al., 2023). Climate change is attributed to an estimated $31.9 billion (2022 USD adjusted) of US crop indemnity payments over the last 30 years, with the largest portion of payments going to farmers affected by drought (Wilson et al., 2023). In Minnesota, drought alone represents 25% of the total crop indemnity payments made in the state (CEMHS, 2023).

Climate projections indicate an increase in annual precipitation of 0.2%–0.5% in the western Midwest and the increase in cumulative runoff is expected to continue through the midcentury (Wilson et al., 2023).

Key Message #5 in the Midwest Chapter of the NCA5 states that managing extremes is necessary to minimize impacts on water quality and quantity. The extreme variability between wet and dry periods is expected to negatively impact the water quality and quantity of the Mississippi River System and adversely affect dependent ecosystems and commerce (Wilson et al., 2023).

4.8.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management did not identify any program gaps or deficiencies that make its citizens more vulnerable to drought.

4.9 Dam Failure

The MN DNR Dam Safety Program has the mission of protecting the life and safety of people by ensuring that dams are safe. Minnesota's Dam Safety Program sets minimum standards for dams and regulates the design, construction, operation, repair, and removal of both privately and publicly (non-federal) owned dams (MN DNR, 2020). The federal government is responsible for regulating and maintaining dam safety of federally owned dams. No single agency regulates all federally owned dams. 42% of federal dams are owned and managed by the U.S. Army Corp of Engineers (USACE) and the Bureau of Reclamation. The remaining federal dams are owned and managed by other federal agencies, including the Fish and Wildlife Service, Forest Service, the Department of Defense, and the Bureau of Indian Affairs, among others (Normand, 2019). The Federal Energy Regulatory Commission (FERC) Dam Safety Program is the largest dam safety program in the U.S. The Commission works with federal and state agencies to ensure and promote dam safety of over 3,000 dams across the U.S. The Commission inspects projects on an unscheduled basis to investigate potential dam safety problems; complaints about constructing and operating a project; safety concerns related to natural disasters; and issues concerning compliance with the term and conditions of a license (FERC, 2020).

Dam Inventory: The National Dam Inventory reports that there are 15 dams in Crow Wing County. Dams are mapped on the MN State 2024 HMP website. Crow Wing County has three dams classified as High Hazard Dams, zero dams classified as Significant Hazard Dams, nine dams classified as Low Hazard Dams, and three dams classified as having Undetermined hazard potential. The Minnesota Dam Safety Program office was consulted to identify dam incidents and concerns.

4.9.1 Probability of Occurrence

Extreme precipitation is only one factor contributing to dam failure, and the possibility of failure is dam-specific, relating to both environmental and structural conditions. There are no recorded dam incidents in Crow Wing County. Total dam failures are extremely unlikely if the dam is maintained in compliance with Minnesota's Dam Safety Program. The likelihood of failure in Crow Wing County is low.

4.9.2 Vulnerability

Although dam regulatory authorities differ between various federal and state agencies, all authorities attempt to classify dams according to the potential impacts from a dam failure or mis-operation. In

response to the numerous classification systems, FEMA's Interagency Committee on Dam Safety created a downstream hazard potential classification system that is adaptable to any agency's current system. Table 13 provides an overview of the main criteria agencies consider when determining a dam's downstream hazard potential. This classification system does not imply that the dam is unsafe, but rather categorizes dams based on the probable loss of human life and the impacts on economic, environmental, and lifeline interests (FEMA, 2004).

Table 13. Downstream hazard potential classification criteria

Hazard Potential Classification	Loss of Human Life	Economic, Environmental, Lifeline Losses
Class III (Low)	None expected	Low and generally limited to owner
Class II (Significant)	None expected	Yes
Class I (High)	Probable - one or more expected.	Yes (but not necessary for this classification)

SOURCE: (USACE, 2008)

Dams for which a hazard potential has not been designated, or is not provided, are classified as "Undetermined."

An Emergency Action Plan (EAP) is a document that identifies potential emergency conditions at a dam and specifies preplanned actions to be followed during a dam failure to minimize property damage or loss of life. An EAP is required for Class I dams and strongly recommended for Class II dams (MN DNR, 2020).

The U.S. Army Corps of Engineers (USACE) – St. Paul District owns two dams that are classified as having high hazard potential in Crow Wing County (Table 14). These dams are Pine River Dam and Pine River Dam – Dikes 13 and 14. Brainerd Public Utilities owns the Brainerd dam, the third high hazard dam in the county. According to the National Inventory of Dams, the Pine River Dam and dikes are inspected every five years. Standard operating procedures are developed for the operation of the infrastructure during flooding events (USACE, 2024).

Table 14. High Hazard Dams in Crow Wing County

Name	Nearest City	River or Stream Name	Height (Ft)	Year	Max Storage (Acre-Ft)	Drainage Area (Sq Miles)	Max Discharge (Cubic Ft/Sec)
Brainerd	Brainerd	Mississippi River	20	1950	13,000	7,320	14,000
Pine River Dam	Crosslake	Pine River	23	1886	187,700	562	16,300
Pine River Dam - Dikes 13 & 14	Crosslake	Pine River	23	1886	187,700	562	16,300

The Pine River Dam, located on the eastern edge of Cross Lake in the city of Crosslake, was constructed by USACE in 1886 as one of several Mississippi River headwaters dams that supplemented river flows for navigation purposes. The original timber dam was replaced with a concrete structure in June 1906. Since the revision of water control plans in 1945, the Pine River Dam has served primarily to optimize recreational and environmental benefits. Dikes 13 and 14, located on the western edge of Cross Lake, are associated structures of the Pine River Dam.

Pine River Dam and its associated structures are inspected every five years; the most recent inspection was in May 2023. Pine River Dam has an EAP, but the National Dam Inventory does not provide the date of its last revision and states that the EAP does not meet FEMA guidelines. The EAP for Dikes 13 and 14, which was last revised in September 1990, does meet FEMA guidelines.

The following figures show areas of potential inundation in the event of a breach of the Pine River Dam. Five breach scenarios are mapped:

- Maximum High (MH) – the pool level near the top of dam resulting from water flowing into the reservoir from heavy rainfall, snowmelt, or other significant high-water events (Figure 11).
- Intermediate High (IH) – the pool level filling the storage capacity of the dam resulting from water flowing into the reservoir from heavy rainfall, snowmelt, or a combination of the two events. The spillway releases excess water (Figure 12).
- Top of Active Storage (TAS) – the pool level filling the storage capacity of the dam (Figure 13).
- High Pool (HP) – a yearly average high pool level not filling the storage capacity of the dam (Figure 14).
- Normal Pool (NP) – the pool level the dam maintains throughout the year when not in a flood operation. Minimal outflow releases (Figure 15).

Brainerd, the third High Hazard dam in Crow Wing County, is a gravity and timber crib hydroelectric dam that is located on the Mississippi River within the municipal boundary of the city of Brainerd. The dam is owned by Brainerd Public Utilities and regulated by the Federal Energy Regulatory Commission. Brainerd was assessed to be in Satisfactory condition in September 2022. The dam's EAP was last revised in December 2022.

Figure 11. MH Breach potential inundation map

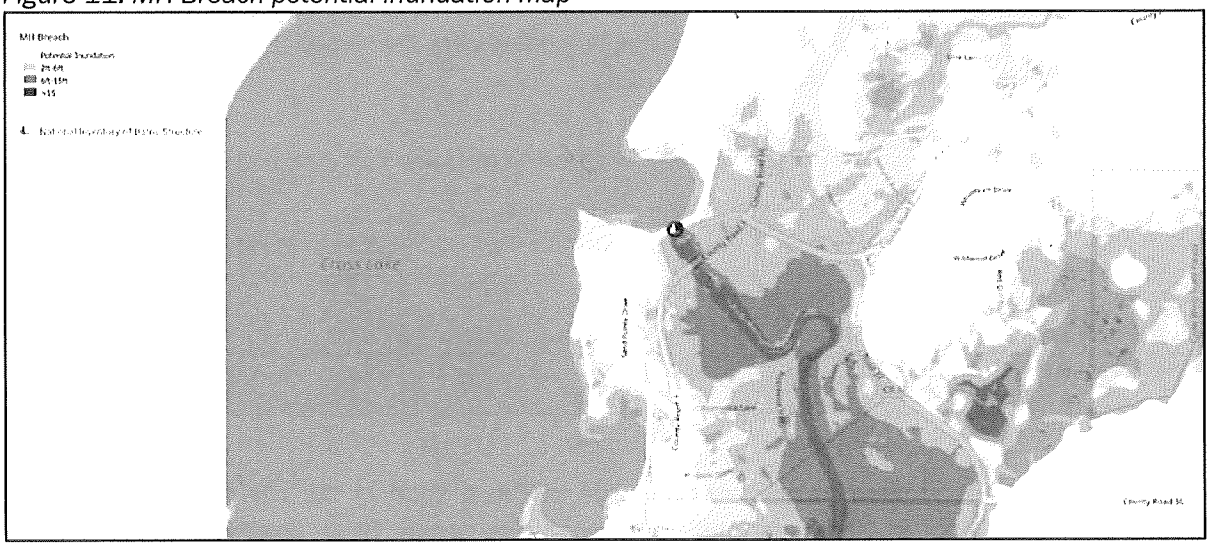


Figure 12. IH Breach potential inundation map

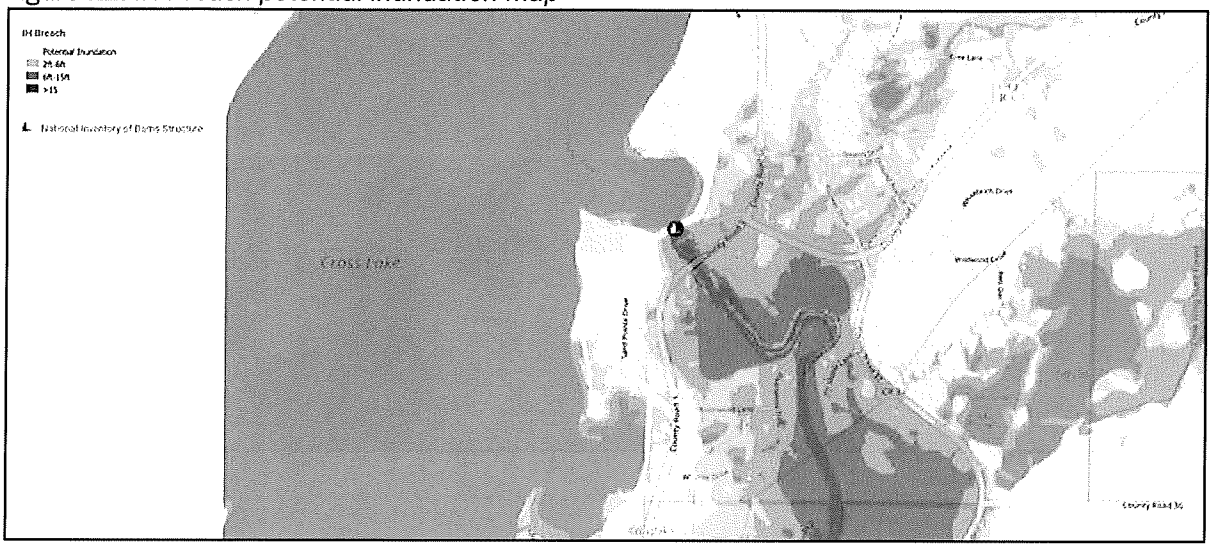


Figure 13. TAS Breach potential inundation map

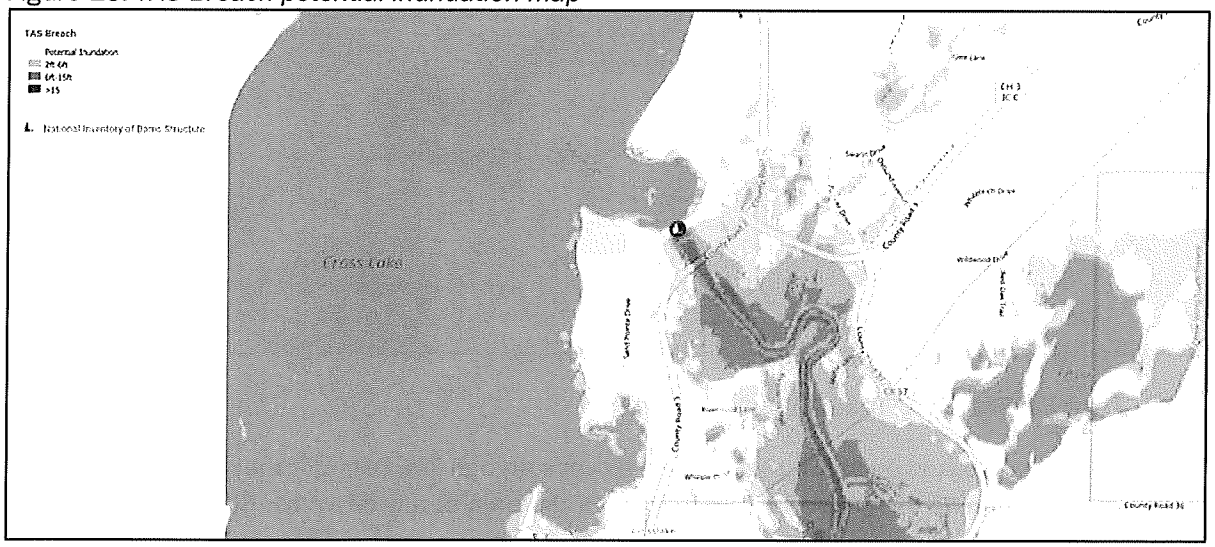


Figure 14. HP Breach potential inundation map

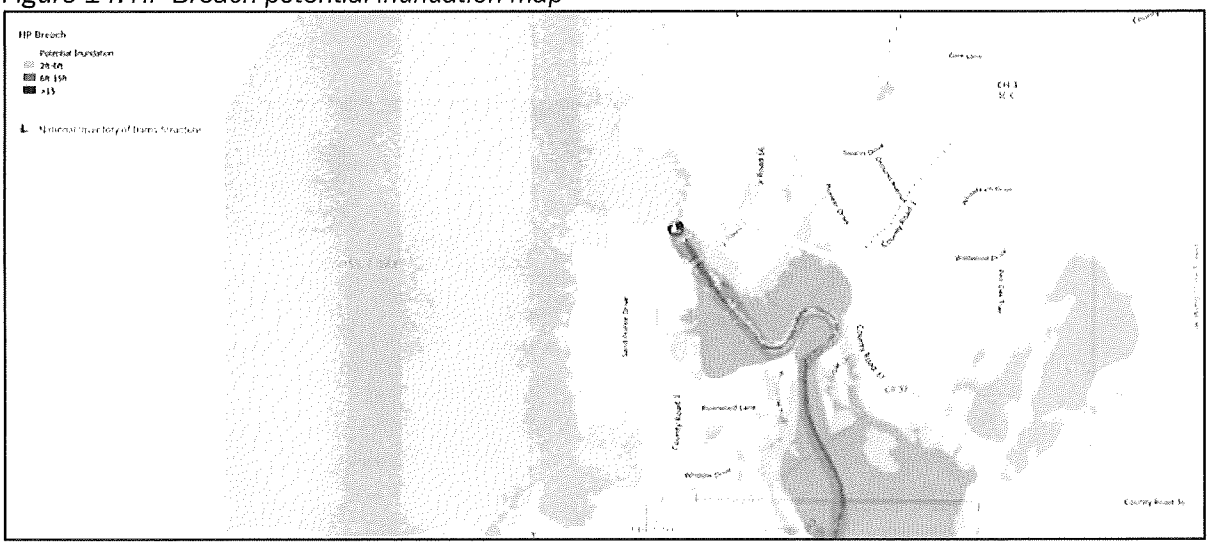
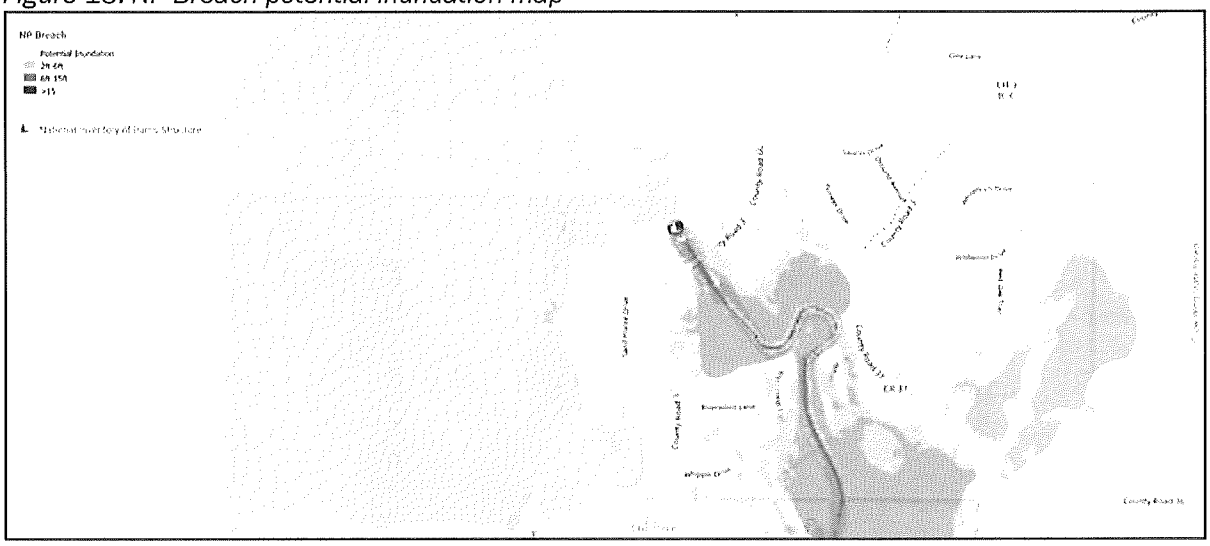


Figure 15. NP Breach potential inundation map



4.9.3 Dam Failure and Climate Change

Dams are designed based on assumptions about a river's annual flow behavior that will determine the volume of water behind the dam and flowing through the dam at any one time. Changes in weather patterns due to climate change may change the hydrograph or expected flow pattern. Spillways are put in place on dams as a safety measure in the event of the reservoir filling too quickly. Spillway overflow events are mechanisms that also result in increased discharges downstream. It is conceivable that bigger rainfalls at earlier times in the year could threaten a dam's designed margin of safety, causing dam operators to release greater volumes of water earlier in a storm cycle in order to maintain the required margins of safety. Such early releases of increased volumes can increase flood potential downstream.

Climate change may increase the probability of design failures. Some spillways may not be large enough to convey the increased flow pattern. An undersized spillway could lead to dam overtopping and failure.

The partial failure of the Rapidan Dam in Blue Earth County in June of 2024 highlighted the growing threat climate change poses to the country's aging infrastructure as extreme weather becomes more common and severe. The Rapidan Dam is a Significant Hazard Dam in "poor" condition. About 20% of Minnesota's Significant and High Hazard Potential Dams are in "fair" or "poor" condition, with a few in "undefined" condition, and about 70% of these dams were built before 1970 (USACE, 2024). These older dams are growing increasingly taxed by extreme weather, especially in the Midwest (Harrison, 2024). Climate change is adding a new level of uncertainty that needs to be considered with respect to assumptions made during the dam construction.

While the Rapidan Dam partial failure did not result in mass inundation, it sent an estimated 11.6 million cubic yards of sediment downstream. The sediment was high in phosphorus and nitrogen because of nearby agricultural runoff. The impacts to the fish habitat and ecology of the stream may not be known for years (MPR News, 2024). The sediment loading behind older dams adds another compounding threat of dam failure to the stream and structures below.

4.9.4 Program Gaps and Deficiencies

Crow Wing County Emergency Management did not identify any program gaps or deficiencies that make its citizens more vulnerable to dam failure.

Section 5 – Mitigation Strategy

The goal of mitigation is to protect lives and reduce the impacts of future hazard events, including property damage, disruption to local and regional economies, the amount of public and private funds spent on recovery, and to build disaster-resistant communities. Mitigation actions and projects should be based on a well-constructed risk assessment as provided in Section 3 of this plan and on the HMP website. Mitigation should be an ongoing process, adapting over time to accommodate a community's needs.

5.1 Community Capability Assessments

The capability assessment identifies current activities and existing planning tools used to mitigate hazards. The capability assessment identifies the policies, regulations, procedures, programs, and projects that contribute to reducing disaster damages. The assessment also evaluates these capabilities to determine whether the activities can be improved to more effectively reduce the impact of future hazard events. The following sections identify existing plans and mitigation capabilities within all of the communities:

- Appendix D: Lists the plans and programs in place in Crow Wing County as related to hazard mitigation.
- Appendix C: As part of the Crow Wing County HMP update, the county and city governments were asked to participate in filling out a "Local Mitigation Survey" (LMS) form to report on their current mitigation capabilities and program gaps. Appendix C provides the LMS reports gathered for Crow Wing County.

Information from the capability assessments was used to support development of local mitigation actions for implementation over the next five years (see column *Comments on Implementation & Integration).*

5.1.1 National Flood Insurance Program (NFIP)

The NFIP is a federal program created by Congress to mitigate future flood losses nationwide through sound, community-enforced building and zoning ordinances and to provide access to affordable, federally backed flood insurance protection for property owners. The NFIP is designed to provide an insurance alternative to disaster assistance to meet the escalating costs of repairing damage to buildings and their contents caused by floods. Participation in the NFIP is based on an agreement between local communities and the federal government that states that if a community will adopt and enforce a floodplain management ordinance to reduce future flood risks to new construction in Special Flood Hazard Areas (SFHAs), the federal government will make flood insurance available within the community as a financial protection against flood losses.

Jurisdictional participation in the National Flood Insurance Program (NFIP) is outlined below.

Crow Wing County
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 428
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Baxter
Status: Participating
Entry Date: 4/15/1974 (Emergency Entry); 05/15/1991 (Regular Entry)
FEMA Map: FEMA Mapped High Risk Areas
Current Effective Map Date: 8/15/2017
Potential Buildings Damaged in Floodplain: 12
Adoption of Current Floodplain Ordinance: 7/18/2017 (Effective 7/21/2017)
Adoption of latest DFIRM Map: 7/18/2017
Floodplain Administrator: Bradley Chapulis, City Administrator (cityhall@baxtermn.gov)

Brainerd
Status: Participating
Entry Date: 2/1/1974 (Emergency Entry); 09/02/1981 (Regular Entry)
FEMA Map: FEMA Mapped High Risk Areas
Current Effective Map Date: 8/15/2017
Potential Buildings Damaged in Floodplain: 3
Adoption of Current Floodplain Ordinance: 7/17/2017 (Effective 7/21/2017)
Adoption of latest DFIRM Map: 7/17/2017
Floodplain Administrator: Chris Pence, Zoning Administrator (chris.pence@crowwing.us)

Breezy Point
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map: NA
Potential Buildings Damaged in Floodplain: 5
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Crosby
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date:

Potential Buildings Damaged in Floodplain: 4
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Crosslake
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 37
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Cuyuna
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: NA
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Deerwood
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 2
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Emily
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 17
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Fifty Lakes
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map: NA
Potential Buildings Damaged in Floodplain: 2
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Fort Ripley
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 5
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Garrison
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: NA
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Ironton
Status: Participating
Entry Date: 2/1/1974 (Emergency Entry); 09/02/1981 (Regular Entry)
FEMA Map: FEMA Mapped High Risk Areas
Current Effective Map Date: 8/15/2017
Potential Buildings Damaged in Floodplain: NA
Adoption of Current Floodplain Ordinance: 7/17/2017 (Effective 7/21/2017)
Adoption of latest DFIRM Map: 7/17/2017
Floodplain Administrator: Chris Pence, Zoning Administrator (chris.pence@crowwing.us)

Jenkins
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA

Potential Buildings Damaged in Floodplain: 2
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Manhattan Beach
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 0
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Nisswa
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 15
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Pequot Lakes
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: 19
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Riverton
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: NA
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Trommald
Status: NA
Entry Date: NA
FEMA Map: NA
Current Effective Map Date: NA
Potential Buildings Damaged in Floodplain: NA
Adoption of Current Floodplain Ordinance: NA
Adoption of latest DFIRM Map: NA
Floodplain Administrator: NA

Following a damaging flood event, any impacted jurisdiction would work with the MN DNR to use a form to track cumulative improvements and repetitive losses in the floodplain. The affected jurisdiction would also review the Minnesota Post-Flood Substantial Damage Playbook for Local Officials.

5.1.2 Repetitive Loss Properties

Repetitive loss properties are defined as properties with two or more flood insurance claims of $1,000 or more in any rolling 10-year period. Property owners are asked to consider mitigation activities such as acquisition, relocation, or elevation, among other options. FEMA's Repetitive Loss (RL) properties strategy is to eliminate or reduce the damage to property and the disruption to life caused by repeated flooding of the same properties. Property owners are notified of their status by FEMA.

A Severe Repetitive Loss (SRL) property is defined as a residential property that is covered under an NFIP flood insurance policy and:

a) That has at least four NFIP claim payments (including building and contents) over $5,000 each, and the cumulative amount of such claims payments exceeds $20,000; or
b) For which at least two separate claims payments (building payments only) have been made with the cumulative amount of the building portion of such claims exceeding the market value of the building.
c) For both (a) and (b) above, at least two of the referenced claims must have occurred within any 10-year period and must be greater than 10 days apart.

There are no RL or SRL properties in Crow Wing County. For more on the areas that flood repeatedly in Crow Wing County, see the Crow Wing County Flooding page.

5.1.3 Previous Integration of Hazard Mitigation into Planning Mechanisms

Crow Wing County and its incorporated communities are encouraged to integrate relevant information from this mitigation plan into their other planning mechanisms. This demonstrates local progress in mitigation efforts and strengthens the overall mitigation planning process. As part of this plan update, communities were asked to report whether and how information from the 2017 plan was incorporated into their existing plans, policies, programs, partnerships, or other documents. The following provides an overview of their responses.

Crow Wing County

The Crow Wing County has integrated the Crow Wing County 2017 HMP goals and mitigation actions into different county efforts to address risk reduction for natural hazards addressed in the plan such as flooding, wildfire, and severe winter and summer storms. Efforts have included:

- Development of the Crow Wing County 2024 Community Wildfire Protection Plan
- Continuous reviewing, updating, and exercising facets of the Emergency Operations Plan
- Continued use and promotion of the residential wireless alerts system along with automation of National Weather Service Alerts
- Continued partnership with the National Weather Service in both winter and spring weather awareness week by providing information on storm readiness
- Continued partnership with the National Weather Service to be a StormReady
- Monthly testing of the outdoor warning sirens
- Continued to install new or upgrade siren warning systems where needed in the county
- Shelter locations have been updated, and several shelter training classes have been offered for county employees in partnership with the American Red Cross
- Continued to provide winter snow removal, salting, and sanding of road to minimize the impacts of snow accumulation on motorists
- Promoted inspection and trimming of trees that may pose risk to falling on power lines during severe storm events
- Worked to improve the coverage of Doppler radar for Crow Wing County

City of Baxter

The city of Baxter has integrated the Crow Wing County 2017 HMP goals and mitigation actions into different city efforts to address risk reduction for natural hazards addressed in the plan such as flooding, wildfire, and severe winter and summer storms. Efforts have included: Removing deadfall in forested areas to reduce the risk of wildland fuels, installation of generators at lift stations to protect against power outages, continuous improvements to local and regional stormwater basin and continued investment to reduce vulnerability to sanitary conveyance system from flooding. and installation of outdoor warning sirens to warn the public of severe wind or tornado events. A new emergency warning siren was added to the Forestview neighborhood in 2024, and we added a siren to Timberwood Dr (West Industrial Park) in September 2025.

City of Brainerd

The city of Brainerd has integrated the Crow Wing County 2017 HMP into different city efforts to address mitigation for natural hazards addressed in the plan including flooding, wildfire, and severe winter and summer storms. Efforts have included: Participating in the planning of the Crow Wing County 2024 Community Wildfire Protection Plan, continued enforcement of building codes and the city shoreland ordinance, and update of the city's Emergency Operations Plan. In addition, Brainerd Public Utilities has incorporated the HMP in our

preparedness efforts in the following ways: Worked with the MN DNR on our Water Supply Plan, we are updating our Emergency Response Plan ERP for both water and wastewater, we are completing Phase 2 our Wellhead Protection Plan, and we participate in MnWarn.

City of Breezy Point

The City of Breezy Point integrated the 2017 Crow Wing County Hazard Mitigation Plan into ongoing city operations and planning mechanisms in the following ways:

- Emergency Operations Planning: In 2022, the City comprehensively re-wrote its Emergency Operations Plan (EOP), aligning with FEMA and county guidance, incorporating mitigation strategies identified in the 2017 plan.
- Planning and Zoning: The City enforces the Minnesota State Building Code and administers floodplain and shoreland ordinances to reduce risks in new development and redevelopment. These functions were explicitly incorporated into the 2022 Emergency Operations Plan (EOP) as essential municipal responsibilities for continuity of operations, ensuring permitting and land use remain tied to mitigation principles even during recovery.
- Training and exercises: In 2023, the City of Breezy Point, in concert with Crow Wing County Emergency Management, planned and conducted a multidisciplinary, multijurisdictional windstorm tabletop exercise that tested response capabilities, validated the EOP, and reinforced partnerships. Emergency response staff also conduct regular training with partner agencies to strengthen readiness for human-caused hazards.
- Public Education and Outreach: Routine use of the city website, Facebook, Nextdoor, and the Breezy Brief newsletter to share preparedness information; continued participation in the NWS Severe Weather Awareness Week (April) and Winter Hazards Awareness Week (November).
- Recognition Programs: Breezy Point is recognized as a National Weather Service StormReady Community and as a Heart Safe Community, reflecting sustained investment in early warning, community preparedness, and life-safety training.
- Warning and Preparedness: Monthly outdoor warning siren testing in coordination with Crow Wing County Sheriff's Office; implementation in 2025 of a preventative maintenance program for critical emergency infrastructure, including sirens and generators.
- Continuity and Critical Facilities: Ongoing planning for backup power to support city operations and lift stations; continued upgrades to lift stations and stormwater systems to handle high-rain events.
- County and Partner Coordination: Continued coordination with Crow Wing County Emergency Management for Everbridge enrollment promotion and event response planning; alignment of city messaging with county/federal guidance during drought, wildfire risk periods, and extreme temperature events.

City of Crosby

The city of Crosby has integrated the 2017 Crow Wing County HMP in our different efforts to mitigate for natural hazards. We unlock City Hall to offer protection/shelter during severe storms. We maintain a comprehensive plan to update roads/storm drains to handle high rain events. Our Public Works department continues to implement stormwater infrastructure improvement projects as they are planned and budgeted for. The city has adopted and enforces the MN State Building Code and contracts for code enforcement violations. We have a wellhead protection plan and enforce our land and zoning ordinances. The city has 2 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed.

City of Crosslake

The City of Crosslake integrated the 2017 Crow Wing County HMP in our efforts to mitigate flooding through making stormwater management improvements. In the past five years we have updated catch basins and storm sewer up the CSAH 66 corridor. We also integrated the plan through our efforts to improve public alerts for severe wind and tornado events, replacing 3 outdoor warning sirens in 2024 and 3 sirens in 2025. The city is planning to purchase a new Tender Truck in 2026 to keep up with a growing community. This will support our wildland firefighting capabilities.

City of Cuyuna

The city of Cuyuna has integrated the 2017 Crow Wing County HMP in our different efforts to mitigate for natural hazards. We open City Hall to serve as a storm shelter for residents who are vulnerable. We have a Wellhead Protection Plan and enforce our land and zoning ordinances. We test our outdoor warning siren monthly in coordination with the Crow Wing County Sheriff's Office and maintain it as needed. The city subcontracts all its road maintenance requirements and yearly reviews with its engineer, who helps the city to assess and plan for possible upcoming needs.

City of Deerwood

The city of Deerwood integrated the Crow Wing County 2017 HMP into our emergency management and mitigation efforts in the following ways: The city put a section in the City Code on emergency management. The city maintains 2 warning sirens in order to warn the public of dangerous high wind or tornado events. The city's auditorium is also utilized as a storm shelter for those who are vulnerable during dangerous storm events.

City of Emily

The City of Emily implemented strategies from the Crow Wing County 2017 Hazard Mitigation Plan to enhance public safety and emergency preparedness. City efforts have included:

- Maintenance of the tornado siren system and support of a neighboring city in acquiring a tornado siren. This collaboration has increased the reach and effectiveness of early warning systems, benefitting both communities.
- Providing an emergency shelter for use as a safe and accessible location for residents during emergencies. The emergency shelter does not currently have a generator, but the city has requested CWC add a generator for City Hall to the City of Emily's new local Mitigation Chart. The City's Capital Improvement Plan includes applying for a FEMA HMGP grant for a generator once CWC's Hazard Mitigation Plan is complete.
- The Emily Fire and Rescue Department applied for a Sourcewell grant to purchase and install an emergency generator at the Fire Hall to ensure continuity of emergency services.
- Contracting with PeopleService to maintain the City's wastewater treatment system. PeopleService has generators for use when needed to power the lift stations and ensure wastewater service continuity.
- We have used the City's Facebook page and website to share a link to the CWC Emergency Alert System and share information, such as regarding Severe Weather Awareness Week.
- The Maintenance Department plows and applies salt sand as needed, including during severe winter storms, and manages city road rights of way by trimming or removing trees that look in danger of falling.
- The city's Planning and Zoning Department enforces city code regarding land use, shoreland, and floodplains, including for new developments.
- The city's Maintenance Department monitors drainage issues on road rights of way during periods of heavy rain and addresses flooding with pumps when possible.
- We have worked with the Minnesota Department of Transportation by allowing use of city property for MnDOT to construct a storm-sewer drain for the State Highway 6 storm sewer system to reduce flooding and improve drainage in the downtown area.

City of Fifty Lakes

The city of Fifty Lakes has worked to integrate the 2017 Crow Wing County HMP in several ways to help reduce our risk to severe storms and disasters. In 2024 we installed two new warning sirens in strategic locations to alert residences of severe weather. We test monthly in coordination with the Crow Wing County Sheriff's Office and maintain the sirens as needed. We make sure if there is severe weather coming to unlock the public storm shelter. The park has a new pavilion with some small areas that can hold some people as well during a severe storm. There is a link to CWC's Everbridge Emergency Alert System on the city's website and has been shared on the city's Facebook page. The city incorporates mitigation into our planning and policies through our Planning and Zoning Department enforcement of city ordinances and land use permits.

City of Fort Ripley

N/A. Did not participate in plan update.

City of Garrison

The city of Garrison has worked to integrate the 2017 Crow Wing County HMP in the following ways:

- We have a floodplain ordinance that is enforced.
- The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and maintain as needed.
- The city continues to work with mobile home park operators to address evacuation and shelter planning.
- Our city Public Works Dept. continues to maintain and improve our city stormwater system to handle high rain events.

City of Ironton

The city of Ironton has worked to integrate the 2017 Crow Wing County HMP in several ways to help reduce our risk to severe storms and disasters. The city has adopted the MN State Building Code and it is enforced by our city building inspector to help protect new development against the effects of damaging storms. The city shares information with the public by posting information on our city website and city Facebook page. We have a Comprehensive plan and City code for Planning & Zoning. The city has 2 outdoor warning sirens we use to warn residents of severe wind or tornado events. The sirens are tested monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed. Our city EM and Fire Department continue to work on evacuation and sheltering planning for vulnerable residents if they are seeking shelter. The city continues to maintain and improve our city stormwater system as needed to handle high rain events.

City of Jenkins

The City of Jenkins has continued to integrate and implement actions identified in its previous Hazard Mitigation Plan through coordination with Crow Wing County Emergency Management, routine maintenance of critical emergency systems, and incorporation of mitigation objectives into city planning, zoning, and operational procedures. Since adoption of the prior plan, the city has made measurable progress in maintaining and enhancing local preparedness and response capabilities. In 2025, the city's outdoor warning siren was repaired with the assistance of Clayton Berg and the City of Pequot Lakes throughout the process. The warning siren is now in full operational status. The system is tested monthly in coordination with the Crow Wing County Sheriff's Office to ensure its continued reliability for alerting residents during severe weather events. In late 2024, the city began the rollout of our resident text notification system as an additional mitigation strategy that will immediately notify participating residents of all hazards that the city is aware of.

The City of Jenkins also continues to enforce zoning and stormwater regulations that help reduce hazard risks associated with new development, promote public education and awareness through participation in the National Weather Service's Severe Weather Awareness Week and Winter Hazard Awareness Week, and collaborate with regional and state partners to enhance community resilience. Additionally, the City of Jenkins is actively seeking grant funding opportunities to obtain an emergency-backup generator for City Hall, as well as to construct a designated community storm shelter to provide safe refuge for residents and staff during severe weather emergencies. These ongoing efforts reflect the city's commitment to carrying forward and strengthening the goals, strategies, and mitigation actions established in its previous plan, ensuring consistency and alignment with countywide and state hazard mitigation priorities.

City of Manhattan Beach

The city of Manhattan Beach did not incorporate the past Crow Wing County Hazard Mitigation Plan into any plans or policies. However, we do actively use our city website and city council meetings to share information with residents. This would include any special announcements during periods of severe weather to encourage residents to be aware of and prepared for storm events.

City of Nisswa

The city of Nisswa has integrated the 2017 Crow Wing County Hazard Mitigation Plan mitigation action chart into our city's local planning and project efforts in the following ways:

- The city of Nisswa has a link on the city website to sign up for county-wide alerts. The city of Nisswa periodically uses social media to notify the public of severe weather or on-going emergencies.
- We maintain our outdoor warning sirens to warn the public of severe windstorm or tornado events. In August of 2025, the City of Nisswa participated in a drill with Crow Wing County. During the drill, all three of Nisswa's sirens were found to be functioning properly.
- The City of Nisswa public works regularly works within the road right of way to remove dead or old trees that could block roadways if fallen or pose a risk to power lines. This helps to mitigate against storm damages.
- The City of Nisswa is prepared with emergency plans and facilities for sheltering. We use the city's Community Center as an emergency reunification site and temporary shelter in the event of a displacement.
- The City's zoning dept enforces city code as it relates to floodplains, land use, and shoreland. This helps to regulate for new development in areas that could be impacted by flooding.
- The City's public works department monitors drainage issues during periods of heavy rain and maintains roadways and drainage systems. This allows us to address localized flood issues as needed.

City of Pequot Lakes

The City of Pequot Lakes has integrated the 2017 Pequot Lakes Hazard Mitigation Plan into regular city operations and ongoing efforts to reduce risk from flooding, wildfire, and severe weather events. Efforts have included:

- Sharing safety and hazard information with residents through the city website, social media, and the bulletin board at City Hall.
- Conducting annual tornado and evacuation training for staff.
- Participating in the National Weather Service Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November in partnership with Crow Wing County Emergency Management.
- Posting links and information to help residents sign up for emergency alerts.
- Maintaining and testing the city's outdoor warning siren monthly in coordination with the Crow Wing County Sheriff's Office.
- Maintaining the backup generator at City Hall to ensure essential operations and limited sheltering during power outages.
- Continuing regular snow removal, salting, and sanding to keep roads safe during winter storms.
- Maintaining and upgrading the stormwater system to handle heavy rain events and reduce localized flooding.
- Using utility billing and the community sign to notify residents of potential water line freeze conditions and maintain contact lists for those most at risk.
- Enforcing water use restrictions during droughts and promoting water conservation measures.
- Coordinating with Crow Wing County Emergency Management and the local fire department to plan for assistance or temporary sheltering during extreme temperature or power outage events.
- Promoting wildfire danger awareness and burning restrictions during dry periods through the city website, community sign and social media.

City of Riverton

N/A. Did not participate in plan update.

City of Trommald

The city of Trommald has worked to integrate the 2017 Crow Wing County HMP in several ways to help reduce our risk to severe storms and disasters. We have one siren and have a generator to operate our water system pump if needed. We have our own Planning & Zoning Ordinances and it is noted in them that standard building codes for Minnesota shall be followed. The city shares information with the public by posting information on our community Facebook page and by making announcements at City Council meetings. We utilize our outdoor warning siren and a call system if needed to notify residents of severe weather. The warning siren is tested

monthly in coordination with the Crow Wing County Sheriff's Office and keep maintained as needed. The city continues to maintain and improve our city stormwater system as needed to handle high rain events.

5.1.4 Plans and Programs in Place to Address Natural Hazards

Crow Wing County has numerous plans and programs in place to address natural hazards. Some of these programs are specific to a hazard and others address impacts and human safety for many types of events ("All-Hazards"). To group related natural hazards, "Summer Storms" encompasses Tornadoes, Windstorms, Lightning, and Hail. The plans and programs in place by Crow Wing County to support mitigation for the hazards addressed in this plan are described as follows:

All Hazards

Crow Wing County Land Use Ordinance: For unincorporated areas within the county, land use requirements are governed by the specific provisions of the Crow Wing County Land Use Ordinance.

All Hazards Emergency Operations Plan: Crow Wing County Emergency Management maintains an all-hazards Emergency Operations Plan (EOP) which lays out concepts and operating guidelines for all incident management and support functions that may be needed to ensure life safety, incident stabilization, and property preservation during an incident and the transition to recovery.

Emergency Notification System: Crow Wing County maintains the Everbridge Emergency Notification System which allows residents and visitors to sign up ("opt-in") to receive severe weather alerts targeted to their location, along with other local emergency alerts. A link to sign up for the system is located on the Crow Wing County Emergency Management website page. Crow Wing County also uses IPAWS (Integrated Public Alert Warning System), which allows for targeted and county-wide emergency notifications to both residents and visitors (not an "opt-in" service).

Preparedness Outreach & Education: Crow Wing County Emergency Management utilizes the Crow Wing County website, Crow Wing County Sheriff's Office website page, and local news media to communicate with the public on emergency preparedness, severe weather, and other hazard conditions throughout the year. The Crow Wing County Emergency Management website page provides information and resource links for public education on emergency preparedness. The county also receives all products/statements issued by the National Weather Service, and in turn shares or incorporates these into its community outreach and public education. Promotion of the use of NOAA weather radios occurs during the NWS Severe Weather Awareness Week as well as throughout the year. Crow Wing County Emergency Management provides special presentations or other planning assistance as requested to local governments, schools, or other local organizations and facilities within the county.

Mass Care Sheltering: In the event of a disaster where temporary sheltering is needed, Crow Wing County Emergency Management works in coordination with Crow Wing County Public Health, the American Red Cross, and local governments/Fire & EMS to provide mass care services as needed. The county EOP includes plans, procedures, and resources available for mass care sheltering.

Backup Power: Crow Wing County works to ensure the continuity of operations of county government services and critical infrastructure in the event of an extended power outage. Local jurisdictions are encouraged to assess where backup power is needed and to obtain emergency generators.

Schools Support: Crow Wing County Emergency Management coordinates with local school districts as needed on related emergency planning and preparedness, including support for specific trainings, exercises, equipment, and relay of county-level emergency notifications. School districts have their own policies, decision-making protocols, and communications plans in place to determine the need to close school and to notify targeted audiences in the event of severe weather, extreme temperatures, or other events that pose risk to students and staff.

Regional Collaboration: Crow Wing County Emergency Management works closely with the neighboring emergency managers on a range of planning, training, and exercises to support all-hazards preparedness, mitigation, response, and recovery capabilities. Crow Wing County Emergency Management also works closely with our regional National Weather Service (NWS) office, having access to all live and on-demand briefings, announcements, and educational opportunities, and contact information for direct collaboration as needed.

Severe Winter Storms

Winter Weather Statements (Watch, Advisory, Warning, etc.): Crow Wing County Emergency Management works to relay winter weather statements received from the NWS to help alert residents and visitors to hazardous conditions.

Winter Hazard Awareness Week: Crow Wing County participates in the Winter Hazard Awareness Week campaign sponsored by MN HSEM and the National Weather Service each November. The week-long effort provides specific information each day covering the topics of winter weather, outdoor winter safety, indoor winter safety, and winter driving safety. Crow Wing County Emergency Management promotes and shares information during the week via social media and area news media. Communities, schools, churches or other civic programs are encouraged to share locally.

Snow Removal & Ice Control: The Crow Wing County Highway Department conducts winter road maintenance on county roads in accordance with the Crow Wing County Snow and Ice Control Policy. Other road jurisdictions conduct winter road maintenance on their respective road systems in accordance with each of their established policy and/or practices.

Severe Summer Storms

Severe Weather Statements (Watch, Advisory, Warning, etc.): Crow Wing County works to relay severe spring and summer weather statements (such as for thunderstorms, windstorms, or tornadoes) received from the NWS to help alert residents and visitors to hazardous conditions.

Outdoor Warning Sirens: Outdoor warning sirens are located throughout the county and are tested monthly by the Crow Wing County Sheriff's Office in coordination with local jurisdictions. Warning sirens are owned and maintained by the cities where they are located.

Skywarn® Program: Crow Wing County Emergency Management works with the National Weather Service to offer Storm Spotter training on an annual basis to local fire and law enforcement departments and area residents that wish to be trained as spotters. SkyWarn Storm Spotters help to keep their local communities safe by providing timely and accurate reports of severe weather to their local NWS office.

Severe Weather Awareness Week: Crow Wing County participates in the Severe Weather Awareness Week campaign sponsored by MN HSEM and the NWS each April. The week-long effort provides specific information each day covering the topics of severe weather alerts and warnings, lightning, hail, floods, tornadoes (with statewide drills), and extreme heat. Each topic covered includes factsheets, checklists, data, and other resources. Crow Wing County Emergency Management promotes and shares information during the week via social media with communities, schools, churches or other civic programs are encouraged to share locally.

Vegetation Management: The Crow Wing County Highway Department conducts vegetation management along county roads to reduce the risk of downed trees or branches resulting from severe spring and summer storm events. Local road authorities and electric utility providers also work to manage vegetation near power lines to reduce the risk of downed lines and power outages.

Extreme Cold

Emergency Notifications: Extreme cold temperature warnings are issued by the National Weather Service. Crow Wing County Emergency Management works to relay extreme cold temperature warnings from the NWS to help alert residents and visitors to hazardous conditions. The Crow Wing County Emergency Management Office also encourages residents to follow local news or NWS weather applications to receive severe weather and extreme temperature notifications.

Extreme Cold Safety Awareness: Crow Wing County Emergency Management and Crow Wing County Public Health promote public awareness of personal safety measure to take during periods of extreme cold, such as sharing information via Facebook posts.

Emergency Sheltering: In the event of an extended power outage coupled with a period of extreme cold, Crow Wing County Emergency Management will work with Crow Wing County

Public Health and local Fire or EMS agencies as needed to assist vulnerable residents such as the elderly who may need temporary sheltering.

Drought

Public Awareness & Outreach: In the event of extreme drought conditions, Crow Wing County works in concert with the NWS, MN DNR, and local communities to raise public awareness of drought conditions and recommended water use restrictions as per MN DNR guidance.

Precipitation Monitoring: The Crow Wing County SWCD participates in the MNgage Minnesota Volunteer Precipitation Observing Program, which is administered by the DNR Minnesota State Climatology Office. Data collected by volunteers is entered into a database for various studies and weather prediction simulations, including the assessment of drought severity and impacts.

Wildfire

Crow Wing County Community Wildfire Protection Plan (CWPP): The 2024 Crow Wing County CWPP identifies and prioritizes Wildland/Urban interface areas within Crow Wing County for hazardous fuels reduction treatments and recommends methods for achieving hazardous fuels reduction. The plan also outlines measures for reducing fire danger to structures throughout Crow Wing County at risk communities.

Public Awareness & Emergency Notifications: In event of wildfire, Crow Wing County Emergency Management works with local law enforcement, local fire departments, the NWS, and the MN DNR to get the word out on the risk of the level of fire danger and any burning restrictions to help keep the public informed and protected.

Burning Restrictions/Permits: Burning restrictions are set by the MN DNR. Burning permits within Crow Wing County are obtained through the MN DNR website or local office.

Wildland Fire Fighting: Local fire departments respond to woodland or grassland fires within their boundaries or in coordination with other fire departments as needed via mutual aid agreements.

Wildland Fuels Reduction: CWC Land Services works with salvage operations to harvest trees after a storm where it is feasible and practical. This helps to reduce fuels which can add to the spread of wildfires.

Flooding

Floodplain Management: Crow Wing County code of ordinances, Article 21- Floodplain Overlay District Standards establishes the floodplain district and zoning regulations and conditional uses permitted within the floodway, flood fringe, and general floodplain districts within the county. GIS flood maps are available on the CWC website.

Shoreland Ordinance: Crow Wing County code of ordinances, Article 11 – Shoreland District Standards establishes allowable uses and development standards in shoreland areas designated within the county.

Subdivision Ordinance: Crow Wing County code of ordinances, Article 9 – Subdivision of Land is established to regulate the subdividing of land in Crow Wing County.

Transportation Plan: The Crow Wing County Highway Department maintains update of the county's Highway Improvement Plan, 2024-2028. The plan outlines the priorities and scheduling of road, bridge, and other projects that address localized flood risk reduction.

Minnesota Buffer Law: The Crow Wing County SWCD administers the state Buffer Law and provides technical assistance on buffer compliance by landowners. Buffers benefit bank stabilization and reduced erosion and sedimentation into ditches, streams, rivers, and lakes.

One-Watershed One Plan (1w1P): There are 5 One Watershed, One Plans for Crow Wing County. The Crow Wing SWCD is the entity that participates as a partner in developing these plans.

Dam/Levee Failure

Crow Wing County does not have any plans in place in regards to dam or levee failure.

5.2 Mitigation Goals

The goals and strategies for natural hazards in the 2024 Minnesota State Hazard Mitigation Plan were adopted for use in the Crow Wing County Plan. This framework, as outlined below, will allow for integration of the mitigation actions that are listed by Crow Wing County and its jurisdictions into the state plan. The state will then be able to develop a statewide strategy that will benefit all of Minnesota.

Flooding Goal: Reduce deaths, injuries, property loss and economic disruption due to all types of flooding (riverine, flash, coastal, dam/levee failure).

Wildfire Goal: Reduce deaths, injuries, property loss, natural resource and economic disruption due to wildfires (forest, prairie, grass, and peat bogs).

Windstorms Goal: Reduce deaths, injuries, property loss, and economic disruption due to windstorms.

Hail Goal: Reduce deaths, injuries, property damage, and economic disruption due to hailstorms.

Winter Storms Goal: Reduce deaths, injuries, property loss, and economic disruption due to winter storms (blizzard, ice, and ice storm).

Lightning Goal: Reduce deaths, injuries, property losses, loss of services, and economic disruption due to lightning.

Tornado Goal: Reduce deaths, injuries, property loss, and economic disruption due to tornadoes.

Drought Goal: Reduce economic loss and environmental impacts due to drought.

Extreme Heat Goal: Reduce deaths, injuries, and economic disruption due to extreme heat.

Extreme Cold Goal: Reduce deaths, injuries, and economic disruption due to extreme cold.

Dam/Levee Failure Goal: Reduce deaths, injuries, property loss, natural resource and economic disruption due to dam/levee failure.

Erosion/Landslide/Mudslide Goal: Reduce deaths, injuries, property loss, and economic disruption due to hillside, coastal, bluff: caused primarily by oversaturation of soil.

5.3 Mitigation Action and Project Strategies

The mitigation actions in this plan are summarized into four main strategy types, as described in the FEMA publications *Local Mitigation Planning Handbook* (2013) and *Mitigation Ideas: A Resource for Reducing Risk to Natural Hazards* (2013). Minnesota HSEM determined a fifth strategy type for use within the state: Mitigation Preparedness and Response. The strategies and example actions are listed in Table 15.

Table 15. Mitigation strategies and action types

Mitigation Strategy	Description	Example Mitigation Actions
Local Plans and Regulations	These actions include government authorities, policies, or codes, that influence the way land and buildings are developed and built.	• Comprehensive plans • Land use ordinances • Planning and zoning • Building codes and enforcement • Floodplain ordinances • NFIP Community Rating System • Capital improvement programs • Open space preservation • Shoreline codes • Stormwater management regulations and master plans
Structure and Infrastructure Projects	These actions involve modifying existing structures and infrastructure to protect them from a hazard or remove them from a hazard area. This could apply to public or private structures as well as critical facilities and infrastructure. This type of action also involves projects to construct manmade structures to reduce the impact of hazards. Many of these types of actions are projects eligible for funding through the FEMA Hazard Mitigation Assistance program.	• Acquisitions and elevations of structures in flood-prone areas • Utility undergrounding • Structural retrofits • Floodwalls and retaining walls • Detention and retention structures • Culverts • Safe rooms

Mitigation Strategy	Description	Example Mitigation Actions
Natural Systems Protection	These are actions that minimize damage and losses and also preserve or restore the functions of natural systems.	• Sediment and erosion control • Stream corridor restoration • Forest management • Conservation easements • Wetland restoration and preservation
Education and Awareness Programs	These are actions to inform and educate residents, elected officials, and property owners about hazards and potential ways to mitigate them. These actions may also include participation in national programs, such as StormReady or Firewise Communities. Although this type of mitigation reduces risk less directly than structural projects or regulation, it is an important foundation. A greater understanding and awareness of hazards and risk among local officials, stakeholders, and the public is more likely to lead to direct actions.	• Radio or television spots • Websites with maps and information • Real estate disclosure • Presentations to school groups or neighborhood organizations • Mailings to residents in hazard-prone areas. • StormReady Certification • Firewise Communities
Mitigation Preparedness and Response	This is a State of Minnesota mitigation strategy with the intent of covering preparation and actions that protect life and property during a natural disaster.	• Emergency operations plan • Flood fight plans and preparedness • Dam emergency action plans • Warning • Backup power • Emergency capabilities

Local leaders work together with the Crow Wing County emergency management director to assure that the hazards and mitigation actions included in this plan are accurate and addressed in their jurisdictions. Development of mitigation actions for the county and each city was informed by a community's hazard and risk assessment; identification of local vulnerabilities, and review of capabilities in place to address mitigation. Planning team members, local elected officials and staff from Crow Wing County and each city actively participated in the development and review of mitigation action charts for implementation through participation in planning team meetings (see Appendix F) and development of Local Mitigation Surveys (see Appendix C). Additional jurisdictional and public feedback was incorporated following news releases inviting public input to the planning process (see Appendix G).

The Crow Wing County risks and mitigation activities identified also incorporate the concerns and needs of townships, school districts, and other entities participating in this plan. Appendix H contains the jurisdictional mitigation action charts for participating cities.

See Mitigation Actions for all jurisdictions and provide ongoing feedback on the HMP website

The following is an overview of the mitigation action charts and a description of each element of the chart.

Number (#)
Each mitigation action is identified by a number.

Hazard
Each mitigation action is identified by the natural hazard it relates to. Actions that fall under "All Hazards" relate to both natural and non-natural hazards. "Severe Winter Storms" includes blizzards, heavy snow, ice storms, winter storms, and winter weather. "Severe Summer Storms" includes windstorms, tornadoes, lightning, and hail.

Mitigation Strategy
Each mitigation action is identified by one of the following five mitigation strategies.

- Local Planning and Regulations
- Structure and Infrastructure Projects
- Natural Systems Protection
- Education and Awareness Programs
- Mitigation Preparedness and Response Support

See Table 15 for a description of each mitigation strategy and related types of actions.

Mitigation Action
Each mitigation action provides a concise, action-oriented description of the action or project to be undertaken that will help to reduce or eliminate future risk, including in areas with existing or new development.

Status
The status of each mitigation action is indicated by one of the following categories:

- New – New actions that have been identified since the last plan.
- Existing – Actions that are carried over from the last plan or have been updated.
- In Progress – Actions from the last plan that are currently being acted upon.

Mitigation actions that have been completed or deleted from the 2017 Crow Wing County Hazard Mitigation Plan are identified and reported on in Appendix H. Completed and deleted mitigation actions are not carried over into the updated mitigation action chart.

Priority
In the review and discussion of selected mitigation strategies and actions, the planning team ranked mitigation actions by priority for implementation. Table 16 provides criteria that were taken into consideration in the process.

Table 16. Criteria for Mitigation Action Priority Ranking

Ranking	Criteria
High Priority	• Methods for reducing risk from the hazard are technically reliable. • The jurisdiction has experience in implementing mitigation measures. • Mitigation measures are eligible under federal grant programs. • There are multiple mitigation measures for the hazard. • The mitigation measure(s) are known to be cost-effective. • The mitigation measures protect lives and property for a long period or are permanent risk reduction solutions.
Moderate Priority	• Mitigation methods are established. • The jurisdiction has limited experience with the types of measures that may be appropriate to mitigate the hazard. • Some mitigation measures are eligible for federal grants. • There is a limited range of effective mitigation measures for the hazard. • Mitigation measures are cost-effective only in limited circumstances. • Mitigation measures are effective for a reasonable period.
Low Priority	• Methods for reducing risk from the hazard are not well-established, are not proven reliable, or are experimental. • The jurisdiction has little or no experience in implementing mitigation measures, and/or no technical knowledge of them. • Mitigation measures are ineligible under federal grant programs. • There is a very limited range of mitigation measures for the hazard, usually only one feasible alternative. • The mitigation measure(s) have not been proven cost-effective and are likely to be very expensive compared to the magnitude of the hazard. • The long-term effectiveness of the measure is not known or is known to be relatively poor.

Time frame

Each mitigation action identifies the anticipated timeframe for implementation within the next five-year planning cycle. If a mitigation action is considered an ongoing effort, the next five-year period in which the activity would occur is listed. If a mitigation activity has a defined period for implementation (i.e., a specific year), it will be noted.

Responsibility

Each mitigation action identifies what personnel, department, or agency will serve as lead for the administration or implementation of the action.

Comments on Implementation & Integration

Each mitigation action provides a description of how the jurisdiction will work to implement the mitigation action and incorporate the activity into other existing planning mechanisms. This can include description of methods for public outreach, enforcement of policies, development of plans, and coordination of key staff and partnership efforts.

Possible Funding

Each mitigation action identifies potential funding sources to support implementation of the mitigation activity, such as existing county or city funding, or state or federal funding. Projects that may be eligible for future FEMA Hazard Mitigation Assistance grant funding are noted.

5.3.1 Crow Wing County Mitigation Action Chart

The Crow Wing County Mitigation Action Chart is provided in Table 17 at the end of this section. Appendix H provides the mitigation action charts developed for each city participating in the HMP update. A report on the status of mitigation actions related to natural hazards included in the Crow Wing County 2017 plan update can be found in Appendix E.

See Mitigation Actions for all jurisdictions and provide ongoing feedback on the HMP website

Table 17. Crow Wing County Mitigation Action Chart, 2026–2031

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All Hazards	Education & Awareness Programs	Utilize effective methods to share information with the community about severe weather, extreme temperatures, and personal preparedness.	Existing High 2026-2031	Crow Wing County Emergency Management (CWCEM)	CWCEM utilizes the county website, CWC Sheriff's Office website page, and local news media to communicate with the public on emergency preparedness, severe weather, and other hazard conditions throughout the year. CWCEM participates annually in the NWS Severe Weather Awareness weeks in April and November each year. We also coordinate with the NWS to hold Skywarn weather spotter classes. The CWCEM website page provides information and resource links for public education on emergency preparedness.	Internal: CWC SO/EM
2	All Hazards	Education & Awareness Programs	Conduct outreach to encourage residents to opt-in for the county's emergency notification system.	Existing High 2026-2031	CWCEM	Crow Wing County maintains the Everbridge Emergency Notification System which allows residents and visitors to sign up ("opt-in") to receive severe weather alerts targeted to their location, along with other local emergency alerts. A link to sign up for the system is located on the Crow Wing County Emergency Management website page.	Internal: CWC SO/EM
3	All Hazards	Local Planning & Regulations	Adopt and enforce regulations governing new construction to prevent damage to buildings and infrastructure from severe weather events.	Existing Moderate 2026-2031	CWC Land Services Dept.	Crow Wing County only issues permits to either a landowner (allowed to build a 1 house every two years) or to a licensed contractor that is required to follow the building code. Incorporated municipalities within the county oversee building permits locally.	Internal: CWC Land Services Budget
4	All Hazards	Local Planning & Regulations	Implement existing plans and policies in place that help to mitigate against the impacts of flooding and other natural hazards to future development.	Existing High 2026-2031	CWC Depts. (Land Services, Highway Dept, Sheriff's Office / Emergency Management)	Crow Wing County has the following plans and policies in place that help to address hazard mitigation: 2024 CWC Community Wildfire Protection Plan (CWPP), 2024-2040 Comprehensive Plan, CWC Highway Dept. Long Range Transportation Plan (2025-2040), Zoning Ordinance (amended 11/15/2024), Floodplain Ordinance (2024), and Shoreland Ordinance (2024).	Internal: CWC cross-departmental (Land Services, Hwy. Dept, SO/EM)

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	All Hazards	Local Planning & Regulations	Utilize departmental staff and elected officials to work together to accomplish identified mitigation efforts.	Existing High 2026-2031	CWCEM in coord with other county depts.	CWCEM works in collaboration with the Crow Wing County safety committee and individual county departments as needed on mitigation planning or project efforts.	Internal: CWC Cross-Departmental
6	All Hazards	Local Planning & Regulations	Develop and sustain partnerships with outside agencies, organizations, businesses, and neighboring jurisdictions to accomplish mitigation efforts.	Existing High 2026-2031	CWCEM in coord with other county depts.	CWCEM coordinates with local governments and regional agencies involved in mitigation and emergency response planning including SWCD, MN DNR, MnDOT, Rural and Municipal Electric Cooperatives, Watershed Districts, Public Health, American Red Cross, and Salvation Army. CWCEM also works closely with other county and tribal emergency managers in MN HSEM Region 2 on annual planning, training and exercise efforts.	Internal: CWC Cross-Departmental
7	All Hazards	Mitigation Preparedness & Response Support	Ensure the county's Emergency Operations Plan (EOP) is updated and addresses policies & procedures needed to support EM functions prior to, during, and following a disaster.	Existing High 2026-2031	CWCEM	Crow Wing County Emergency Management maintains an all-hazards Emergency Operations Plan (EOP) which lays out concepts and operating guidelines for all incident management and support functions that may be needed to ensure life safety, incident stabilization, and property preservation during an incident and the transition to recovery.	Internal: CWC SO/EM
8	All Hazards	Mitigation Preparedness & Response Support	Identify critical infrastructure or facilities that need backup generators and work to obtain them.	Existing High 2026-2031	CWCEM in coord with other county depts.	Crow Wing County works to ensure the continuity of operations of county government services and critical infrastructure in the event of an extended power outage. Local jurisdictions are encouraged to assess where backup power is needed and to obtain emergency generators.	Internal: CWC Cross-Departmental

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	All Hazards	Mitigation Preparedness & Response Support	Ensure that plans, procedures, and designated facilities are in place to provide temporary sheltering due to a severe weather or other disaster event.	Existing High 2026-2031	CWCEM, Public Health	In the event of a disaster where temporary sheltering is needed, Crow Wing County Emergency Management works in coordination with Crow Wing County Public Health, the American Red Cross, and local governments/Fire & EMS to provide mass care services as needed. The county EOP includes plans, procedures, and resources available for mass care sheltering.	Internal: CWC SO/EM, CWC PH External: American Red Cross, AREMA regional training funding
10	All Hazards	Mitigation Preparedness & Response Support	Encourage schools and other facilities that house seniors or other vulnerable populations to have emergency plans in place to deal with severe weather, extreme temperatures, and extended power outages.	Existing Moderate 2026-2031	CWCEM in coord with local jurisdictions	CWCEM continues to work with local jurisdictions provide outreach to and support to schools and other facilities on emergency planning. Schools and long-term care (LTC) facilities are required to have such plans in place. CWCEM provides direct training or planning support as requested.	Internal: CC SO/EM External: Schools, LTC Facilities
11	All Hazards	Local Planning & Regulations	Identify and work to secure internal as well as external funding (grant or loan sources) to help accomplish mitigation activities in the county.	Existing Moderate 2026-2031	CWCEM, Other County depts as related	Crow Wing County uses our general budget, EMPG grants, Sourcewell grants, and funding related to individual department budgets to fund related mitigation planning and project efforts. CWCEM will work to assist communities to apply for outside grant funding for eligible mitigation projects as applicable, including from FEMA, MN DNR, USDA, and other state, federal, or local resources.	Internal: CWC General Fund, CWCSO/EM, Hwy. Dept. External: FEMA EMPG, FEMA HMGP, MN DNR FHM, USDA CF
12	Flooding	Local Planning & Regulations	Enforce policies and ordinances that address development in high-risk flood areas.	Existing High 2026-2031	CWC Land Services Dept.	Crow Wing County code of ordinances, Article 21-Floodplain Overlay District Standards establishes the floodplain district and zoning regulations and conditional uses permitted within the floodway, flood fringe, and general floodplain districts within the county. GIS flood maps are available on the CWC website.	Internal: CWC Land Services budget

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
13	Flooding	Local Planning & Regulations	Work with area watershed organizations to address mitigation plans and projects that address risk reduction for localized flooding and erosion.	Existing High 2026-2031	CWC SWCD	There are 5 One Watershed, One Plans for Crow Wing County. The Crow Wing SWCD is the entity that participates as a partner in developing these plans.	External: CWC SWCD, MN Board of Soil & Water
14	Flooding	Local Planning & Regulations / Structure & Infrastructure Projects	Plan for and implement measures to address flood risk reduction projects for roads, bridges, and culverts throughout the county.	Existing High 2026-2031	CWC Hwy. Dept.	In 2025, the Crow Wing County Highway Department is launching the development of its first-ever Long-Range Transportation Plan (2025-2040). The plan will help identify and prioritize long-term improvements including maintenance and upgrade of roads, bridges, and trails.	Internal: CWC Hwy. Dept. Budget External: MnDOT state grant funding, FHWA grants
15	Flooding	Local Planning & Regulations	Conduct property buyouts to acquire homes affected by repetitive flooding and physically relocate or remove those homes to eliminate future flood damages.	Existing Low 2026-2031	CWCEM	There are currently no potential property buyout projects identified by Crow Wing County. The county will continue to evaluate and assist with any potential future acquisition projects and application to FEMA or MN DNR for grant funding to conduct buyouts.	External: MN DNR FHM grant, FEMA EMGP grant
16	Flooding	Local Planning & Regulations / Structure & Infrastructure Projects	Work with township and city governments to address areas of local flooding concern.	Existing High 2026-2031	CWC Hwy. Dept in coord with municipal govt's	Crow Wing County and local jurisdictions maintain an annual inventory of problem areas due to flooding and plan for projects based on priority and available funding. CWC Highway Dept. has identified flood prone problematic areas on CR 105, CR 128, CSAH 11, CR 132, CR 106 & CR 144. In addition, there are bridges that are scour sensitive and pose a hazard risk during high water. CR 128 has a shoreline improvement plan to reduce the risk of water over the road and erosion of the roadbed during high water.	Internal: CWC Hwy. Dept (2025-2040 Tran. Comp plan budget) External: City and township governments

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
17	Severe Winter Storms	Local Planning & Regulations	Implement snow removal and ice control to ensure the safety of county roads impacted by winter storms.	Existing High 2026-2031	CWC Hwy. Dept.	The CWC Hwy. Dept. conducts winter road maintenance on county roads in accordance with the Crow Wing County Snow and Ice Control Policy. Other road jurisdictions conduct winter road maintenance on their respective road systems in accordance with each of their established policy and/or practices.	Internal: CWC Hwy. Dept.
18	Severe Winter Storms	Natural Systems Protection	Encourage the planting of "Living Snow Fences" or the placement of other snow fences along roadways to help prevent blowing and drifting snow onto key transportation routes.	Existing Moderate 2026-2031	CWC Hwy. Dept. in coord with SWCD and MnDOT	The planting of trees and natural vegetation is encouraged in areas of new development to minimize large snow accumulation to adjacent roads. CWC Highway Dept. has identified areas on CSAH 1, CSAH 12, CSAH 21, CSAH 16 & CR 131 to install living snow fence to reduce drifting snow. The CWC Hwy. Dept will work with the SWCD and MnDOT on these efforts.	External: CWC SWCD Cost Share funding, MnDOT Living Snow Fence funding
19	Severe Summer Storms	Education & Awareness Programs	Work with the National Weather Service (NWS) to provide SkyWarn training and develop a network of trained Storm Spotters throughout the county.	Existing High 2026-2031	CWCEM in coord with NWS	CWCEM works with the NWS to offer this training on an annual basis to local fire and law enforcement departments and local residents that wish to be trained as spotters.	External: National Weather Service
20	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure the county has an effective network of outdoor warning sirens and address the need for new sirens where needed.	Existing High 2026-2031	CWCEM in coord with local jurisdictions	CWCEM will work act in a supporting role to any city or township that wants to purchase and install a new outdoor warning siren in order to replace an outdated siren or to address gaps in area coverage. This may particularly pertain to townships within the county that are not within effective sound distance of established sirens in neighboring cities. Crow Wing County is not responsible to purchase sirens for communities, but will help to research possible funding.	Internal: CWC SO/EM External: Local Govt's, FEMA HMGP, USDA CF grant programs

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
21	Severe Summer Storms	Mitigation Preparedness & Response Support	Work to improve the coverage of Doppler radar for Crow Wing County.	Existing High 2026-2031	CWCEM in coord with National Weather Service	This is an ongoing effort of CWC Emergency Management. Due to the locations of the NWS radars from Crow Wing County, there is a gap and/or deficiency in the predicting our local weather. We experience delays in warnings given out and gaps in the timing of precipitation. CWC is currently in talks with Climavision and the city of Brainerd to install a local weather radar.	External: National Weather Service, City of Brainerd
22	Severe Summer Storms	Structure & Infrastructure Projects	Address the need for the construction of storm shelters or tornado safe rooms in areas where residents or visitors are vulnerable to high wind events, such as mobile home parks and campgrounds.	Existing High Ongoing	CWCEM in coord with local jurisdictions	CWCEM will assist any communities in their effort to assess and address the need for construction of a storm shelter or tornado safe room. Grant funding may be available for tornado safe rooms from FEMA Hazard Mitigation Assistance (HMA) grant program funding, based on application approval.	Internal: CWC SO/EM External: Local Govt's, FEMA HMGP, USDA CF grant programs
23	Severe Winter & Summer Storms	Structure & Infrastructure Projects	Encourage municipal and rural electric cooperatives to address burying powerlines or strengthening power poles to avoid power outages from high wind events and storms.	Existing High Ongoing	CWCEM, local jurisdictions in coord with electric utility providers	CWCEM works with our utility coops and local governments on these efforts as needed. FEMA HMA grant funding may be a source for powerline infrastructure retrofits that eligible rural and municipal electric coops can apply for.	External: Rural / Muncipal Electric Coops, FEMA HMGP grant funding
24	Severe Winter & Summer Storms	Natural Systems Protection	Manage trees and other vegetation along roads from severe storm events to reduce risk to powerlines and passing motorists.	Existing Moderate Ongoing	Highway Dept., Local Utility Providers	The CWC Hwy. Dept continues to clear the ROW near power lines to prevent power outages in storms. Utility providers also regularly trim trees that may pose risk to overhead power lines.	Internal: CWC Hwy. Dept. budget External: Utility companies

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
25	Extreme Cold	Education & Awareness Programs	Provide outreach and education to the public on personal safety measures to take during periods of extreme cold.	In-Progress High 2026-2031	CWCEM & Public Health	CWCEM works to share information received from the National Weather Service when periods of extreme cold are occurring. CWCEM utilizes the county EM website page, and EM Facebook. Local radio and TV stations also provide this information to the public. School Districts have plans and policies in place for delaying or closing school to protect students from extreme temps.	Internal: CWC SO/EM, CWC PH
26	Extreme Cold	Mitigation Preparedness & Response Support	Work with local jurisdictions to plan for temporary warming facilities and promote their use for those that are vulnerable to extremely cold temperatures (i.e., homeless, elderly)	Existing High 2026-2031	CWCEM in coord with PH and local govt's	CWCEM addresses planning for extreme temperature sheltering within the county EOP and in coordination with Crow Wing County Public Health and local jurisdictions. Designated facilities in the county are identified for use for emergency warming centers.	Internal: CWC SO/EM, CWC PH External: Local Govt's, American Red Cross
27	Drought	Local Planning & Regulations	Continue to participate in the MnGAGE precipitation monitoring program to help track and report data related to periods of drought.	Existing Moderate 2026-2031	CWC SWCD	Crow Wing County SWCD participates in the MNgage Minnesota Volunteer Precipitation Observing Program, which is administered by the DNR Minnesota State Climatology Office.	External: CWC SWCD, MN DNR
28	Drought	Local Planning & Regulations	Encourage communities to establish and enforce watering restrictions during drought conditions and raise public awareness of water conservation measures.	Existing High 2026-2031	CWCEM in coord with MN DNR and local jurisdictions	CWCEM encourages cities with public water systems to promote drought awareness to residents on limiting non-essential water usage. Local communities establish watering restrictions as per MN DNR guidelines during periods of severe drought.	Internal: CWC SO/EM External: MN DNR

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
29	Wildfire	Local Planning & Regulations	Work with local communities and agency partners to implement the 3 priority projects outlined in the 2024 CWC Community Wildfire Protection Plan (CWPP) to address wildfire mitigation for dead-end roads.	New High 2026-2031	CWCEM and CWC Highway Dept. in coord with City of Crosslake, Fairfield Twp, Ideal Twp, Long Lake Twp, and South Lake Impr. Assn.	The Crow Wing County 2024 CWPP outlines the following 3 top priority project efforts to implement for addressing wildfire mitigation for dead-end roads: 1 - North Crow Wing County – Bonnie Lakes Road. (City of Crosslake and Fairfield Twp) 2 – North Crow Wing County – CR 134 (Camp Foley Road) (CWC Hwy. Dept. and Ideal Twp Public Works) 3 – Paradise Beach Road (Long Lake Twp and the South Lake Improvement Association) CWCEM and CWC Highway Dept. will work in coordination with local fire departments, local city and township governments, and agency partners such as the MN DNR to implement these top 3 priority wildfire mitigation activities identified in the plan.	Internal: CWC SO/EM External: CWDG, MN DNR Firewise Grant, Local City and Twp funding, Possible FEMA HMGP grant funding for wildland fuels reduction
30	Wildfire	Natural Systems Protection	Continue to implement measures that improve forest health and reduce risk of wildland fuels build-up.	Existing High 2026-2031	CWC Land Services, CWC SWCD	CWC Land Services works with salvage operations to harvest trees after a storm where it is feasible and practical. This helps to reduce fuels which can add to the spread of wildfires.	Internal: CWC Land Services External: CWC SWCD MN DNR Firewise
31	Wildfire	Education & Awareness Programs	Conduct public outreach and education on wildfire risk and prevention during periods of high risk for wildfire.	Existing High Ongoing	CWCEM in coordination with local FD's	CWCEM uses the Sheriff's Office website page and shares information with local jurisdictions to help do outreach to the public on extreme dry conditions and wildfire risk as per MN DNR guidance.	Internal: CWC SO/EM External: MN DNR Firewise grant

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
32	Wildfire	Mitigation Preparedness & Response Support	Evaluate and seek to implement new wildfire mitigation activities in high-risk wildfire areas of the county, which may include installation of external wildfire sprinkler systems or installation of metal roofs to protect homes and other structures.	New High 2026-2031	CWCEM in coordination with local FD's	CWCEM will work with local fire departments to assess targeted wildfire risk reduction activities that may be eligible for FEMA HMGP grant funding, Community Wildfire Defense Grant funding, or MN DNR Firewise grant funding.	Internal: CWC SO/EM External: FEMA HMGP, CWDG funding
33	Dam Failure	Mitigation Preparedness & Response Support	Continue to have contact and coordination with the Crosslake, Big Pine Rock, and Brainerd Public Utility's Hydro dam operators.	Existing Moderate 2026-2031	CWCEM	CWC Emergency Management would help to communicates with dam owners and the public as needed in the event of a flood event that threatened public safety.	Internal: CWC SO/EM External: Hydro Dam operators

Section 6 – Plan Maintenance

6.1 Monitoring, Evaluation, and Updating the Plan

The Crow Wing County Hazard Mitigation Plan (HMP) should be considered a living document. The plan should be updated and approved by FEMA at least every five years. The guidance in this section will function as the primary tool when reviewing progress on the implementation of the Crow Wing County HMP.

The Crow Wing County emergency management director (EMD) is the individual responsible for leading all efforts to monitor, evaluate, and update the HMP within the five-year window. Throughout the five-year planning cycle, the Crow Wing County EMD will work with an emergency managers group to help monitor, review, evaluate, and update the HMP. The group will include township representatives and designated city emergency managers from cities participating in the plan update, and include other city elected officials or staff as needed. Representatives from agencies or organizations that are involved with related mitigation work in the county as well as those that work with underserved communities or socially vulnerable populations will also be invited to participate in the group. The Crow Wing County EMD will conduct quarterly outreach to and communicate with the group on emergency management matters regarding severe weather awareness, local preparedness, mitigation, and response & recovery as needed. Additional stakeholders will be added based on need or in response to severe weather events.

If necessary, the Crow Wing County EMD will convene the group to meet more regularly to monitor plan implementation progress and reassess needs and opportunities. This could be done in response to funding cycles of programs that provide resources for hazard mitigation activities. If there is a need for a special meeting due to new developments or a declared disaster occurring in the county, the group will meet to update pertinent mitigation strategies. Depending on Crow Wing County opportunities and fiscal resources, mitigation projects may be implemented independently by individual communities or through local partnerships.

The group will continue to review the HMP goals and objectives to determine their relevance to changing situations in Crow Wing County. In addition, state and federal policies will be reviewed to ensure they are addressing current and expected conditions. The group will also review the risk assessment portion of the plan to determine if this information should be updated or modified. The parties responsible for the various implementation actions will report on the status of their projects, and will include which implementation processes worked well, any difficulties encountered, how coordination efforts are proceeding, and which strategies should be revised.

Updates or modifications to the HMP during the five-year planning process will require a public notice and a meeting prior to submitting revisions to the individual jurisdictions for approval. The plan will be updated via written changes, submissions as the group deems appropriate and necessary, and as approved by county commissioners.

During the five-year plan period, the EMD will require all relevant county departments and jurisdictions to report on the status of their mitigation actions using the worksheets provided in Appendix I. This

information will be used to track progress for the next plan update. Additionally, the EMD will establish and implement an HMP maintenance schedule. Forms for these purposes are drawn from FEMA's 2023 Local Mitigation Planning Handbook and can be found in Appendix I (FEMA, 2023a).

The EMD will also solicit feedback from the emergency managers group using the following prompts (also found in Appendix I):

- Are there any new representatives from jurisdictions, agencies, or organizations that you feel should be included in our stakeholder outreach?
- Do you feel your community has any new vulnerabilities that may be impacted by hazard events? (critical infrastructure, systems, or populations)
- Has your community identified any new mitigation activities that would help reduce risk to future hazard events?
- Are there any funding opportunities or other resources that may be available to help implement local mitigation activities?
- How is your community integrating information from the mitigation plan into other planning mechanisms (such as plans, policies, or partnerships)?

6.2 Implementation

Crow Wing County and its included municipalities share a common HMP and work together closely to develop, revise, and implement it. This HMP provides a comprehensive chart of mitigation actions for Crow Wing County and its jurisdictions (see Appendix H and Section 5.3). The cities participating in the HMP planning process identified the specific mitigation strategies that they would seek to implement in their communities during the five-year planning cycle. These mitigation actions are provided in Appendix H.

Several implementation tools are available to address hazards. The strategies to use will be part of an ongoing discussion as Crow Wing County looks for opportunities for plan implementation. The following tools will be considered:

Education: In many cases, education of residents has been identified as one of the most effective mitigation strategies.

Capital Investments: Capital investments such as fire and ambulance equipment, sprinkler systems, and dry hydrants are tools that can limit risks and impacts of natural and manmade hazards.

Data Collection and Needs Assessments: Data collection and needs assessments can aid in gaining a better understanding of threats and allow planning for mitigation strategies accordingly. As resources are limited for this part of the planning process, additional data collection is likely to be an ongoing activity as resources become available.

Coordination: Responsibilities for mitigation strategies run across various county departments, local fire and ambulance departments, city and township governments, and a host of state and federal agencies. Ongoing coordination is an important tool to ensure resources are used efficiently. Coordination can also avoid duplication of efforts or prevent gaps that are created because of unclear

roles and responsibilities. The mitigation plan review process can function as a tool to have an ongoing discussion of roles, responsibilities, and opportunities for coordination.

Regional Cooperation: Counties and public safety services providers throughout the region often share similar challenges and concerns. In some cases, a regional approach may be warranted as a mitigation strategy in order to save resources. Mutual aid agreements are a tool already in use for a number of services. Needs assessments for fire and ambulance services and development of assistance for volunteer recruiting, training, and retention could benefit from a regional approach. Cooperation among counties could also help in lobbying for certain funding priorities that address concerns relating to challenges in service delivery in rural areas. Organizations such as FEMA Region 5 and the Minnesota Division of Homeland Security and Emergency Management (HSEM) through the Regional Program Director can offer tools and resources to assist in these cooperative efforts.

Regulation: Regulation is an important mitigation tool for Crow Wing County. Regulation plays a vital role in land use, access to structures, and the protection of water resources and public health.

6.3 Continued Public Involvement

Continued public involvement is critical to the successful implementation of the Hazard Mitigation Plan. The Crow Wing County Emergency Management Director and the emergency managers group will continue to engage new public stakeholders in planning discussions and project implementation during the five-year cycle of this plan.

The Crow Wing County HMP website provides opportunities for continued public involvement and feedback

To seek continued public participation after the plan has been approved and during the five-year window of implementation for this plan, Crow Wing County will take the following measures:

- The Crow Wing County HMP website link will be posted on the Crow Wing County Emergency Management website. The website provides a PDF of the plan for download and an interactive experience for the public to understand the planning process, where county-specific vulnerabilities lie, national best practices, as well as a chance to submit feedback. Collected feedback will be reviewed during the five-year plan cycle and will be noted for future update of the plan or addressed as necessary.
- Following any major storms or natural disasters, Crow Wing County Emergency Management will seek to gather concerns and new ideas for mitigation from local residents to include in the next update of the plan. This may be done through public meetings, outreach via social media, or news releases via local media.
- Each community participating in the plan will be responsible for keeping their local government, schools, and community members updated and engaged in the implementation of their respective mitigation action charts (see Appendix H or the Crow Wing County HMP website). Each respective jurisdiction will be required to report on the status of mitigation actions in their charts to the Crow Wing County EMD.

- Crow Wing County and its jurisdictions will use numerous means of public outreach to engage new public stakeholders in providing input on mitigation concerns, including those from underserved communities or socially vulnerable populations. Outreach methods may include presentations at city council or township board meetings, sharing information at special events, working with local schools and partner organizations, and posting information in areas that are used to communicate with the public (bulletin boards, websites, social media, and local media sources that communities use to inform and engage the public). As mitigation projects are implemented, jurisdictions will work to keep the public updated and engaged in those local efforts.
- To ensure an equitable outreach strategy continues after the plan is adopted, the planning team will continue to seek to engage with underserved and vulnerable populations during the next five years. This will vary across jurisdictions, as underserved or vulnerable populations will differ across the planning area. Methods of engagement will include those listed above, as well as working with partner agencies, local organizations, facilities, or community interest groups (e.g., schools, nursing homes, Rotary Club) to conduct more targeted outreach or presentations to share information on hazard mitigation and solicit for feedback on concerns and ideas.

Appendices

Appendix A – References

Appendix B – Adopting Resolutions

Appendix C – Local Mitigation Survey Report

Appendix D – Plans & Programs in Place

Appendix E – Past Mitigation Action Review Status Report

Appendix F – Planning Team Meetings

Appendix G – Public Outreach & Engagement Documentation

Appendix H – Mitigation Actions by Jurisdiction

Appendix I – Plan Maintenance & Monitoring Worksheets

Appendix A – References

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Appendix B – Adopting Resolutions

Appendix C – Local Mitigation Survey Report

Crow Wing County
LOCAL MITIGATION SURVEY

As part of the Crow Wing County 2025 Hazard Mitigation Plan update, the **Local Mitigation Survey (LMS)** Form is used to gather jurisdictionally-specific information that is used to meet FEMA requirements and to support development of local mitigation actions.

Jurisdictions to Complete LMS:

This form is to be completed by representatives from **Crow Wing County** and the **cities of Baxter, Brainerd, Breezy Point, Crosby, Crosslake, Cuyuna, Deerwood, Emily, Fifty Lakes, Fort Ripley, Garrison, Ironton, Jenkins, Manhattan Beach, Nisswa, Pequot Lakes, Riverton, and Trommald.**

Additional stakeholders on the Crow Wing County HMP contact list are also invited to provide feedback to this form in the designated areas. (See "Other Stakeholders" section with each question).

LMS - Main Point of Contact (Name, Work Title, and Email)

Crow Wing County	Liz Gleason, Crow Wing County EM Coordinator, Liz.Gleason@crowwing.gov
City of Baxter	Matt Maier, Police Chief mmaier@baxtermn.gov
City of Brainerd	Tim Holmes, Fire Chief, City EM. tholmes@ci.brainerd.mn.us
City of Breezy Point	Brian Sandell, Police Chief brian@cityofbreezypointmn.us Joe Zierden, Public Works Supervisor jzierden@cityofbreezypointmn.us
City of Crosby	Michael Van Horn, Police Chief mike.vanhorn@cityofcrosby.com
City of Crosslake	Chip Lohmiller, chief1@crosslake.net
City of Cuyuna	Jesse Smith, Police Chief, jesse.smith@cuyunapd.org
City of Deerwood	Mike Bodle Fire Chief DFD Mbodle@graphicpkg.com,
City of Emily	Brian Foster, Maintenance Supervisor/Emergency Management Director maintenancesup@cityofemily.com
City of Fifty Lakes	Jesse Anderson Fire Chief, Chief1@fiftylakesmn.com
City of Fort Ripley	
City of Garrison	Corri Erickson, Fire Chief, firedepartment@cityofgarrison.com
City of Ironton	Jeff Thompson, Fire Chief, sales@buildalllumber.com
City of Jenkins	Krista Okerman, City Clerk-Treasurer, krista.okerman@cityofjenkins.com
City of Manhattan Beach	Barb Hanson, Pro Temp. Mayor
City of Nisswa	Kiki Lindbery, City Clerk, kiki@cityofnisswa.gov
City of Pequot Lakes	MIke Davis, Police Chief mdavis@pequotlakes-mn.gov
City of Riverton	
City of Trommald	Rob Geske Public Works, LOSTIN50S@MLECWB.NET Jeff Thompson - Fire Chief sales@buildalllumber.com
OTHER STAKEHOLDERS	Craig Schultz -Local MN DNR Forestry/Fire, craig.schultz@state.mn.us

Review: Prioritization of Hazards

During the Crow Wing County HMP Planning Team Meeting #1, participants determined the following natural hazards below to be of high, moderate, or low priority as they relate at a countywide level.

Hazards noted as high or moderate priority are considered to be of greatest risk and concern, reflecting the frequency of past events, the probability of future events, and the severity of impacts that can occur. Hazards listed as a low priority are considered to be of lower risk and concern, reflecting an infrequency of past events and/or occurring without significant impacts to local vulnerabilities.

Prioritization of Hazards for 2025 Crow Wing County Update

Natural Hazards	Current Priority
Wildfire	High
Winter Storms	High
Windstorms	High
Tornadoes	High
Flooding	Moderate
Hail	Moderate
Extreme Cold	Moderate
Drought	Moderate
Extreme Heat	Low
Lightning	Low
Landslides	Low
Dam/Levee Failure	Low

SURVEY QUESTIONS (1-15)

#1 - HAZARD IDENTIFICATION **Does the priority level listed for any of the hazards in the table above differ for your jurisdiction? If so, please describe how.**	
Crow Wing County	Agree
City of Baxter	Agree
City of Brainerd	Agree
City of Breezy Point	Agree
City of Crosby	Agree
City of Crosslake	Agree
City of Cuyuna	Agree
City of Deerwood	Agree
City of Emily	Agree
City of Fifty Lakes	Agree
City of Fort Ripley	
City of Garrison	Agree
City of Ironton	Agree
City of Jenkins	Agree
City of Manhattan Beach	Agree
City of Nisswa	Agree
City of Pequot Lakes	Agree
City of Riverton	
City of Trommald	Agree
OTHER STAKEHOLDERS	

#2 - LOCAL VULNERABILITIES **Describe any <u>specific</u> community assets (infrastructure, systems, or populations) that are susceptible to damage or loss from natural hazard events in your jurisdiction.** Consider how recent severe storms or other natural hazard events have caused damages or threatened life safety to people in your community. Please list the natural hazards and related local vulnerabilities separately.	
Crow Wing County	We have multiple campgrounds and resorts, mobile home parks, assisted living facilities, levy, above ground power lines, and below ground gas lines that are vulnerable to the impacts of severe storm events and flooding.
City of Baxter	We have several assisted living facilities, apartment complexes, multiple hotels, water and wastewater treatment, Day center for homeless population, 1 mobile home neighborhood, 3 schools, above ground power lines, and multiple neighborhoods without multiple ingress or egress access.
City of Brainerd	We have a hospital, water treatment plant, wastewater treatment plant, schools, several nursing homes and assisted living facilities, a campground, a dam, and mobile home parks that are vulnerable to the impacts of severe storm events and flooding.
City of Breezy Point	We have 3 campgrounds and resort guests that are vulnerable to the impacts of severe storm events and flooding.
City of Crosby	We have 2 campgrounds, 1 mobile home park that are vulnerable to the impacts of severe storm events and flooding.
City of Crosslake	We have 2 campgrounds, 3 mobile home parks, 2 dams that are vulnerable to the impacts of severe storm events and flooding.
City of Cuyuna	We have 1 campground, 2 Mountain Bike Trail Heads that are vulnerable to the impacts of severe storm events and flooding.
City of Deerwood	We have 1 mobile home park, 2-3 older elderly living facilities, Lack of storm shelter, a couple lift stations that are exposed to flooding, a couple older intersections that flood during heavy rains and snow melting, aging sirens for storm warning. The mobile home park is very old and run down and at high risk during cold weather and storms.
City of Emily	We have experienced power outages from strong wind events that brought down power lines. The City's Emergency Shelter (City Hall) does not have a generator to provide power during outages.
City of Fifty Lakes	We have one campground (200 users when full) and one trailer park association whose residents may look for shelter in severe weather. Our storm shelter is better than a camper or trailer, but can only house so many people. Judging by the year the shelter was built there are some concerns about the roof holding up to a tornado. Power outages also happen frequently in some areas during summer/winter storms from trees taking out overhead lines.
City of Fort Ripley	
City of Garrison	We have multiple campgrounds and mobile home parks, one mobile home park with 800+ sites (Aitkin County border). Our emergency shelter

	is located at City Hall, but is limited to the key holder's ability to get there to open it.
City of Ironton	We have multiple campgrounds and a couple larger apartments for the elderly/mobility impaired that are vulnerable to the impacts of severe storm events and flooding.
City of Jenkins	We are a small city with limited staff and financial resources. Our City Hall is considered an emergency shelter but has very limited space and no backup power supply or generator.
City of Manhattan Beach	We are a small city (population 57) with very limited financial and staff resources to address local mitigation projects.
City of Nisswa	Our city has multiple resorts/campgrounds along with an elementary school. We also have a large elderly population along with a large number of visitors frequenting the downtown area in the summer months. We do have our community center available as a storm shelter with limited space. Our city has several areas with old, large trees in residential areas making them a concern causing damage or injury during storms.
City of Pequot Lakes	We have 1 mobile home park, several apartment complexes, several assisted living facilities, a school, our emergency shelter is in the basement of the community center which has limited capacity, 3 over passes, 2 of which are over Hwy 371 (Co Rd 11 and the bike trail), 2 campgrounds, 1 resort, numerous communication towers, city water system, and several day care facilities.
City of Riverton	
City of Trommald	Some public areas with lots of downed trees from storms, created elevated wildfire possability and spread/intensity
OTHER STAKEHOLDERS	

#3 - REDUCTION IN VULNERABILITY **In the last 5 years, has your jurisdiction taken any actions to <u>reduce</u> vulnerability against future severe weather or disaster events? Please describe.**	
Crow Wing County	Removing deadfall in forested area to prevent and or reduce the spread of wildfires
City of Baxter	Removing deadfall in forested areas, FEMA participation, installation of generators at lift stations, Continuous improvements to local and regional stormwater basin, Continued investment to reduce vulnerability to sanitary conveyance system. A emergency warning siren was added to Forestview neighborhood in 2024 and will be adding another siren to Timberwood (West Industrial Park) in 2025
City of Brainerd	2020 Brainerd Public Utilities has upgraded Evergreen lift station including overhead power to underground, Installation of an on-site generator 1 foot over 100-year floodplain elevation, installation of new control building raised 1 foot over 100-year floodplain elevation, added

	10-inch side wall on wet well cover. Installed on-site generation to Southwest 6th street lift station. Tyrol and Buffalo Hills lift stations upgrades include controls, piping, and pumps to operate while submerged. 2025 budget included installation of on-site generators for Tyrol and Walnut and pine Lift stations.
City of Breezy Point	The city has maintained and updated lift stations; we have had small increase/improvements in storm water collection.
City of Crosby	We unlock City Hall to offer protection/shelter. City has a comprehensive plan to update roads/storm drains. Operational warning sirens.
City of Crosslake	In the past five years we have updated catch basins and storm sewer up the CSAH 66 corridor
City of Cuyuna	We open City Hall for storm shelter. We have 1 warning siren.
City of Deerwood	We open City Hall for Storm warning to offer protection/Shelter. We have done some storm and sewer reconstruction as funding was available and feasible. More needed with new funding. We continue to maintain warning sirens as we are able.
City of Emily	In 2018 MnDOT installed a storm sewer system with the reconstruction of State Highway 6. The City of Fifty Lakes purchased a tornado siren and installed it in a location that covers the northwest portion of Emily with financial assistance from the Emily Fire Relief Association.
City of Fifty Lakes	In 2024 we installed two new warning sirens in strategic locations to alert residences of severe weather. We make sure if there is severe weather coming to unlock the public storm shelter. The park has a new pavilion with some small areas that can hold some people as well during a severe storm.
City of Fort Ripley	
City of Garrison	Unsure.
City of Ironton	We have repaired one warning siren.
City of Jenkins	We have one warning siren located within our city.
City of Manhattan Beach	No actions taken. We are a very small community.
City of Nisswa	
City of Pequot Lakes	New developments have had power lines installed underground. We also had a generator installed at City Hall in case we would need to provide emergency shelter.
City of Riverton	
City of Trommald	We have one siren and have a generator to operate our water system pump if needed.
OTHER STAKEHOLDERS	

#4 – INCREASE IN VULNERABILITY **In the last 5 years, has your jurisdiction experienced an <u>increase</u> in new development? Has this new development created new vulnerabilities to natural hazards in your community? Please describe.**	
Crow Wing County	Generally, we have seen an increase population and construction across the county, but without any increase in vulnerability for natural hazard events.

City of Baxter	We have experienced rapid growth and construction in residential, commercial, office and industrial development. We have seen a 9% increase in population since 2020.
City of Brainerd	Brainerd has seen significant new single-family home development on its corporate boundaries, thus increasing new vulnerabilities to natural hazards. The Brainerd Oaks, Northtown, Serene Pines, and Delmar developments are now 95% built out. Most of the single-family home construction has occurred in the last 5 years. The development on our outer borders has a higher risk due to location in or near the WUI.
City of Breezy Point	The City of Breezy Point had Fairway Lane developed in the last ten years, yielding about 22 duplexes, the end of Chickasaw had some lots combined/rezoned yielding 4 duplexes, and Apple Lane was developed yielding 4 or 5 homes so far. We have also had redevelopment of existing sub-divisions.
City of Crosby	Increased (seasonal) population growth due the large influx of people using the mountain bike trail system.
City of Crosslake	We have continued to see a moderate increase of population. We feel we have been able to handle the moderate growth.
City of Cuyuna	Increased population growth due to the large mountain biking population.
City of Deerwood	Moderate Population Growth, Large increase in Bike trail activity resulting in increased traffic, area use and rescue needs.
City of Emily	Continued moderate increase of population
City of Fifty Lakes	There has been an increase in year-round occupancy vs. seasonal, which is still much less than our summer population.
City of Fort Ripley	
City of Garrison	Increase in population, also significant increase in seasonal population. Slow increase in development though a large resort is being built within city limits over the next few years.
City of Ironton	We have an increase in population due to the bike trails and REC Area
City of Jenkins	We have experienced an increase in development as well as and increase in seasonal (summer) population.
City of Manhattan Beach	No new homes or developments.
City of Nisswa	Our city is experiencing continual growth which is mainly residential and has increased significantly since 2020.
City of Pequot Lakes	Yes we have experienced an increase in new development which has caused us to increase infrastructure capacity.
City of Riverton	
City of Trommald	Maybe not population increase, but we have seen an increase in traffic/seasonal visitors.
OTHER STAKEHOLDERS	

#5 - PUBLIC OUTREACH

How does your jurisdiction share information with community members about severe weather events and personal preparedness? If this is not something that is currently done, how could it be done in the future?

Crow Wing County	Outdoor warning sirens, Everbridge, social media, county website, severe weather awareness week
City of Baxter	Storm sirens for dangerous weather warnings - will be looking at adding notification/information to city website and social media.
City of Brainerd	Outdoor warning sirens, Everbridge, social media, city website
City of Breezy Point	Outdoor warning sirens, social media.
City of Crosby	Outdoor warning sirens, social media.
City of Crosslake	The Everbridge QR code is printed and put at City Hall, Corp and Chamber. The fire department also places it on their webpage. We post information on our city website and Facebook.
City of Cuyuna	Emergency storm siren for dangerous weather.
City of Deerwood	Emergency Storm sirens for dangerous weather warnings
City of Emily	Storm sirens for dangerous weather warnings.
City of Fifty Lakes	We do share information on social media as well as our information boards near city hall. The sirens are tested monthly to ensure they are working.
City of Fort Ripley	
City of Garrison	Warning siren, Fire department social media
City of Ironton	Warning siren and media
City of Jenkins	Text alerts, city website, warning siren
City of Manhattan Beach	Not something currently done, Property owners are widespread in our city nothing to be done.
City of Nisswa	Warning sirens, city website and social media.
City of Pequot Lakes	Outdoor warning sirens, city website, social media, city hall bulletin board
City of Riverton	
City of Trommald	Our siren system and a call system if needed.
OTHER STAKEHOLDERS	

#6 - EMERGENCY NOTIFICATIONS **Does your jurisdiction encourage residents to sign up for the county's emergency notification system and/or a local emergency alert system? If yes, how? If this not something that is currently done, how could it be done in the future?**	
Crow Wing County	Posts have been made on social media and we have a community alerts program which is posted on the county's website
City of Baxter	nothing at this time - will be looking at posting on city website or social media
City of Brainerd	Yes, monthly council reports, website, social media
City of Breezy Point	Posting on city website or social media
City of Crosby	City website/Facebook page
City of Crosslake	The Everbridge QR code is printed and put at City Hall, Corp and Chamber. The fire department also places it on their webpage. We post information on our city website and Facebook.
City of Cuyuna	We plan to add a link on our city webpage.
City of Deerwood	We plan to add a link and information on the city bulletin boards and website to reach the county website information.
City of Emily	There is a link to CWC's Emergency Alert System on the City's website.

City of Fifty Lakes	There is a link to CWC's Emergency Alert System on the City's website and has been shared on the City's Facebook page.
City of Fort Ripley	
City of Garrison	Not currently, could distribute this information on social media
City of Ironton	We don't have anything right now.
City of Jenkins	We have a newly implemented text notification and a warning siren.
City of Manhattan Beach	Not currently done but could post on website.
City of Nisswa	We currently do not but it could be added to our website and posted on social media accounts.
City of Pequot Lakes	This is not something that we have done but we could post information on our website, Facebook and our bulletin boards. We have a link to the County website but not to sign up for the emergency notification system. We could add a separate link for that.
City of Riverton	
City of Trommald	Could mention this at council meetings.
OTHER STAKEHOLDERS	

#7 - BUILDING CODES **Has your jurisdiction adopted the Minnesota State Building Code? Please clearly answer yes or no and provide supporting detail. IF YES, please describe how it is enforced. IF NO, please describe if there are other building codes or permitting processes in place to reduce the risk to future development.**	
Crow Wing County	No. Crow Wing County has not adopted the State Building Code and does not issue building permits for incorporated municipalities within the county. For unincorporated areas within the county, land use requirements are governed by the specific provisions of the Crow Wing County Land Use Ordinance. The Land Use Ordinance requires a permit for the construction and placement of structures on property as well as additions and structural alterations to existing structures.
City of Baxter	Yes. It is enforced through our Community Development Dept. with Building Official
City of Brainerd	Yes, It is enforced through our Community Development Dept. with Building Official
City of Breezy Point	Yes. The State building code is enforced through our city Building Official. The State of Minnesota Building Code is included on the city's website under Planning & Zoning. Building permit application forms are also available on the website.
City of Crosby	Yes. The city contracts for code enforcement violations
City of Crosslake	No. The city does have a Land Use Permit Application (for residents) and a Commercial & Industrial Land Use Permit Application that must be submitted to and approved by our Planning and Zoning Department. All applicants must sign a form acknowledging they understand that they understand that according to Minnesota State Statute 326B.85, the State of Minnesota requires that all residential building contractors, remodelers and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements.

City of Cuyuna	No, the city does not adopt and enforce the MN State Building Code, but we do have Planning and Zoning Ordinances that we do enforce.
City of Deerwood	Yes, the city contracts out for code enforcement/inspections.
City of Emily	No. The city's Planning & Zoning Department requires Land Use Permits to be submitted and approved prior to beginning any construction or improvement projects.
City of Fifty Lakes	No. The city's Planning & Zoning Department requires Land Use Permits to be submitted and approved prior to beginning any construction or The City of Fifty Lakes does not enforce the Minnesota State Building Code, however, all State Licensed Contractors and property owners are responsible for complying with the State Building Code. For your protection, it is recommended that all property owners have new construction inspected and approved by a State Licensed Building Official. Improvement projects.
City of Fort Ripley	No, the city does not adopt and enforce the MN State Building Code, but we do have Planning and Zoning Ordinances that we do enforce.
City of Garrison	No. The city has a Land Use Permit Application that must be submitted to and approved by the city's Zoning Administrator.
City of Ironton	Yes. The city's building inspector enforces the MN State Building Code.
City of Jenkins	No, the city does not adopt and enforce the MN State Building Code, but we do have Planning and Zoning Ordinances that we do enforce.
City of Manhattan Beach	No, the city does not adopt and enforce the MN State Building Code, but we do have Planning and Zoning Ordinances that we do enforce.
City of Nisswa	No, the city does not adopt and enforce the MN State Building Code, but we do have local ordinances for land use regulation that we enforce.
City of Pequot Lakes	No, the city does not adopt and enforce the MN State Building Code, but we do have Planning and Zoning Ordinances that we do enforce.
City of Riverton	No, the city does not adopt and enforce the MN State Building Code. The city requires a building permit and any required supporting documents to the Riverton City Council for approval.
City of Trommald	Yes. We have our own Planning & Zoning Ordinances and it is noted in them that standard building codes for Minnesota shall be followed.
OTHER STAKEHOLDERS	

#8 - OTHER PLANS AND POLICIES **What other plans or policies does your jurisdiction have in place to help mitigate against the impacts of flooding and other natural hazards to future development? Please describe.**	
Crow Wing County	Crow Wing County has the following plans and policies in place that help to address hazard mitigation: 2024 CWC Community Wildfire Protection Plan (CWPP), 2004 Comprehensive Plan, CWC Highway Improvement Plan (2024-2028), Zoning Ordinance (amended 11/15/2024), Floodplain Ordinance (2024), Shoreland Ordinance (2024), Shoreline improvement plans, stormwater ordinance adoption, and stormwater improvement projects.

City of Baxter	Wellhead protection plan, comprehensive plan, 100-year stormwater plan, FEMA Ordinance, shoreland ordinance, long range transportation plan to reduce single entry points in neighborhoods
City of Brainerd	City has a Comprehensive Plan, Wellhead protection measures and acquired more land to protect wellheads
City of Breezy Point	The city's planning and zoning department administers shoreland and floodplain ordinances.
City of Crosby	We have WHP and enforce our land and zoning ordinances.
City of Crosslake	We replaced 3 sirens in 2024 and 3 sirens in 2025 after an inspection.
City of Cuyuna	We have a WHP and enforce our land and zoning ordinances
City of Deerwood	Warning sirens, Fire and Police traveling through town to send out warnings and help residents get to safety and be sure they are warned.
City of Emily	The city's planning and zoning department enforces our floodplain requirements, shoreland overlay, bluff land impact, and the City Code zoning requirements for new development. We have a 15-year Comprehensive Plan that is designed to plan physical growth of the city and appropriate land uses.
City of Fifty Lakes	Planning and zoning enforcement. For the Fire and Rescue Department our focus this year during Fifty Lakes Day will be public education and we an inform residences of the current storm shelters in the area.
City of Fort Ripley	Nothing. We are small city of 69.
City of Garrison	We have a floodplain ordinance that is enforced.
City of Ironton	We have a Comprehensive plan and City code for Planning & Zoning.
City of Jenkins	We have a Comprehensive plan and City code for Planning & Zoning.
City of Manhattan Beach	We have a Comprehensive plan as well as our city code for Planning & Zoning.
City of Nisswa	The city's planning and zoning department administers shoreland and floodplain ordinances.
City of Pequot Lakes	We have a Comprehensive Plan as well as our city code for Planning and Zoning. We also have a wellhead protection plan
City of Riverton	None
City of Trommald	We have a comprehensive plan that coordinates with our Ordinances.
OTHER STAKEHOLDERS	

#9 - ORGANIZATIONAL CAPACITY **What departmental staff or elected officials in your jurisdictional help to accomplish hazard mitigation in your community? Please describe.**	
Crow Wing County	All departments, Emergency management and the county's safety committee
City of Baxter	All departments, Police Chief is emergency manager
City of Brainerd	All departments Fire Chief is Emergency Manager
City of Breezy Point	All Departments. Our Public Works Dept. works on projects related to roads, storms, and flooding.
City of Crosby	Police Chief, is the current emergency manager along with help of Fire Chief and city staff.

City of Crosslake	Fire Chief is the city's designated Emergency Manager; we also have a Public Safety Committee. This is also brought to the attention of the City Council during our meetings if anything needs further appointment.
City of Cuyuna	Fire Chief is the current emergency manager, with assistance of the police.
City of Deerwood	Fire Chief is the current emergency manager and the Police Chief and his staff help during emergency activities.
City of Emily	Maintenance Supervisor is the Emergency Management Director
City of Fifty Lakes	Emergency Management and the Fire Department
City of Fort Ripley	Mayor and City Council.
City of Garrison	Mayor and City Council, Planning & Zoning Dept., Public Works Dept., and Fire Dept.
City of Ironton	Our Fire Chief, Public Works, Mayor, Council Members and City Clerk all work together.
City of Jenkins	Mayor, City Clerk-Treasurer. We have a contracted City Engineer and contract our police and fire services with the CIty of Pequot Lakes.
City of Manhattan Beach	Zoning Administrator, City Clerk and Mayor.
City of Nisswa	The Chief of Police is the designated Emergency Management Director. The city also has a fire department and public works department.
City of Pequot Lakes	The Police Chief, Fire Chief, Public Works Supervisor, City Administrator, Water/Wastewater Operations Manager, City Clerk, City Engineer, and the Zoning Administrator would be involved to help accomplish hazard mitigation in our community. The City Council would approve any plans that would come from this group.
City of Riverton	Mayor and City Council
City of Trommald	Public works and fire chief, Mayor, and City Council
OTHER STAKEHOLDERS	

#10 – PARTNERSHIPS **Are there any agencies, organizations, or businesses that your jurisdiction has worked with to address mitigation efforts in your community? Please describe.**	
Crow Wing County	Crow Wing County Emergency Management has continuous coordination with cities in the county to address hazards. The county also coordinates with local and regional agencies involved in mitigation and emergency response planning including SWCD, MN DNR, MnDOT, Rural and Municipal Electric Cooperatives, Watershed Districts, Public Health, American Red Cross, and Salvation Army. CWC Emergency Management also works closely with other county and tribal emergency managers in MN HSEM Region 2 on annual planning, training and exercise efforts.
City of Baxter	Members of the Minnesota Rural Water Association (MNRW), and Minnesota Municipal Utilities Association (MMUA) worked with Crow Wing County Soil and Water District, partners with the Nature Conservancy. Partners with Camp Ripley for open space property that borders the camp.
City of Brainerd	We are members of MnWarn, Minnesota Rural Water Association (MNRW), Minnesota Wastewater Operators Association (MWOA) and Minnesota Municipal Utilities Association (MMUA). The city is working

	with MnDOT to include multiple stormwater retention features to assist with reducing flood risk and increased flows to the Mississippi River as part of their upcoming Highway 210 Reconstruction project.
City of Breezy Point	The city is a member of MnWarn, Minnesota Rural Water Association (MNRW), Minnesota Wastewater Operators Association (MWOA) and Minnesota Municipal Utilities Association (MMUA).
City of Crosby	We are members of MnWarn, Minnesota Rural Water Association (MNRW), Minnesota Wastewater Operators Association (MWOA) and Minnesota Municipal Utilities Association (MMUA).
City of Crosslake	We are members of MnWarn, Minnesota Rural Water Association (MNRW), Minnesota Wastewater Operators Association (MWOA) and Minnesota Municipal Utilities Association (MMUA). We continue to use the Lion's Club assistance for cleanup efforts, MN DNR - along with Firewise and community outreach for fire education implementation and wildfire mitigation activities to reduce wildland fuel loads. Community outreach and education is being conducted by the Fire Department and to work with homeowners on defensible spaces.
City of Cuyuna	MRWA and MDH for well protection.
City of Deerwood	We have worked with the local schools on Fire prevention to help mitigate avoidable fire loss. We collaborate with the DNR on wildland fire prevention and education. Deerwood works with Soil and water to help reduce and avoid flooding issues.
City of Emily	We are a member of MnWARN (MN Water/Wastewater Agency Response Network).
City of Fifty Lakes	In 2024 Crow Wing County helped to install two new severe weather sirens in the city. We have also worked with Crow Wing County for Planning and Zoning.
City of Fort Ripley	None.
City of Garrison	None, we work with the county as needed.
City of Ironton	Minnesota Rural Water Association
City of Jenkins	CWC SWCD, MN DNR.
City of Manhattan Beach	No partnerships, we are a very small community. We would work with the county as needed.
City of Nisswa	We have worked with SWCD and the MN DNR.
City of Pequot Lakes	We have worked with the Soil & Water Conservation District, MN DNR and MN Rural Water and CWC for the warning siren.
City of Riverton	None.
City of Trommald	We work with the City of Ironton for fire and EMS services
OTHER STAKEHOLDERS	

#11 - PROGRAMS IN PLACE **What sort of programs does your jurisdiction participate in to help raise awareness and reduce risk from natural hazards in your community?**	
Crow Wing County	Crow Wing County Emergency Management participants annually in the NWS Severe Weather Awareness weeks in April and November each year. We also coordinate with the NWS to hold Skywarn weather spotter classes.

City of Baxter	Public Works Department clears City owned rights of way of debris.
City of Brainerd	Public Works Department clears City owned rights of way of debris. NWS Weather awareness weeks - information on social media. Social media posts throughout the year.
City of Breezy Point	Public Works Department clears City owned rights of way of debris. NWS Weather awareness weeks - information on social media. Social media posts throughout the year. Own and operate 2 storm sirens.
City of Crosby	Public Works Department clears City owned rights of way of debris.
City of Crosslake	Public Works department clears city owned right of ways of debris. The local school practices tornado drills on an annual basis. Annual Wildfire Prevention Event and National Night Out.
City of Cuyuna	Fire protection information shared at local schools
City of Deerwood	Fire prevention at the local schools, occasional demonstrations of fire/rescue scenarios with the schools and during community events to expand training for prevention.
City of Emily	Maintenance Department clears City owned rights of way of debris.
City of Fifty Lakes	The maintenance department in conjunction with the Fire Department (when needed) help each other clear roads during and after a storm to get the residences in and out of their homes.
City of Fort Ripley	Nothing.
City of Garrison	City Maintenance worker works to clear roads.
City of Ironton	Public Works Department clears City owned rights of way of debris.
City of Jenkins	We have a tornado siren.
City of Manhattan Beach	We really don't have one.
City of Nisswa	Nothing
City of Pequot Lakes	We do a yearly tornado and evacuation training. We have safety trainings through MMUA. Our school does safety trainings.
City of Riverton	
City of Trommald	Public works department clears roads and storm damaged areas.
OTHER STAKEHOLDERS	

#12 - FUNDING & OTHER RESOURCES **What funding sources are available to help your jurisdiction to accomplish implementation of mitigation activities? Please describe. Include internal local government funding as well as external funding sources (grant or loan sources from local, state, or federal agencies).**	
Crow Wing County	General budget, EMPG grants, Sourcewell grants
City of Baxter	General Budget, and CWPP gives us the ability to apply for federal mitigation grants if needed, various state and federal grants
City of Brainerd	General Budget; and CWPP gives us the ability to apply for federal mitigation grants if needed. Recently, the city partnered with SWCD to obtain CWA grant funding to address erosion issues in the Buffalo Hills Gully that were endangering homes and structures.
City of Breezy Point	General Budget, and CWPP gives us the ability to apply for federal mitigation grants if needed, various state and federal grants
City of Crosby	General budget

City of Crosslake	General Budget; and CWPP gives us the ability to apply for federal mitigation grants if needed.
City of Cuyuna	City general Budget
City of Deerwood	City general budget
City of Emily	General City Budget. Fire Relief Association donated funds to pay for the City's portion of the City of Fifty Lakes/Emily tornado siren installation for additional coverage in Emily.
City of Fifty Lakes	There is a public safety budget as well as grants from Sourcewell.
City of Fort Ripley	
City of Garrison	General budget
City of Ironton	We use our city's general budget.
City of Jenkins	We have a Capital Improvements Plan and budget for projects as needed.
City of Manhattan Beach	None
City of Nisswa	General Budget
City of Pequot Lakes	General Budget; and CWPP gives us the ability to apply for federal mitigation grants if needed. We budget annually for mitigation projects. We have received a grant from MN Dept Public Safety for storm clean up.
City of Riverton	City General Budget
City of Trommald	City General budget and water budget for water service issues.
OTHER STAKEHOLDERS	

#13 - LOCAL MITIGATION PROJECTS **Please describe what mitigation actions would help to reduce risk to your community from future natural hazard events. Please include mitigation activities that address local vulnerabilities that were identified in Question #2. Please be as specific as possible in your responses. The mitigation actions you identify will be used to develop your local mitigation action charts. If you have any mitigation projects you are aware that your jurisdiction will be seeking to apply for FEMA HMA Grant Program funding for, please make note of that.**	
Crow Wing County	Ongoing county highway dept to clear ROW near power lines to prevent power outages in storms Implement wildfire mitigation activities included in the 2024 CWC CWPP and apply for potential grant funding. Promote Firewise to communities Continue to encourage communities to sign up for Everbridge emergency notifications. Continue to provide EM support to local jurisdictions for emergency preparedness and implementation of local flood, wind, and wildfire mitigation activities.
City of Baxter	Repair/ upgrade sirens as they approach end of life,
City of Brainerd	Upgrade 2-3 Outdoor warning sirens, Wildland fire awareness - creating defensible spaces and WUI building code.

City of Breezy Point	Repair/ replace sirens as they approach end of life, encourage residents to sign up for the county's emergency notification system. Wildfire is not a high concern. It is hard for us to do much to mitigate wildfires as most property in the city is private property. It also helps that we are predominately mixed hardwood forest which is one of the lowest risk of wildfire forest types in MN.
City of Crosby	encourage residents to sign up for the county's emergency notification system.
City of Crosslake	FEMA HMA and Wildfire Defense Grant - for windstorms and removal of trees in the ROW's which prevents loss of power from overhead power lines and wildfires that can happen.
City of Cuyuna	encourage residents to sign up for the county's emergency notification system.
City of Deerwood	Having the funding to provide public storm shelters for the mobile home park and HUD housing, both currently do not have storm shelters in place.
City of Emily	Funding is needed to purchase a generator for the City's Emergency Storm Shelter (Emily City Hall). The City plans to apply for FEMA grant funds.
City of Fifty Lakes	Funding would be needed for a larger storm shelter to house up to 300+ people for an extended period (due to home loss) and a stronger roof system in event of a tornado. Informing the public about the shelters and what to do during a storm by both public education and posting the information.
City of Fort Ripley	
City of Garrison	Continue to improve delivery of emergency notifications and address areas that should have storm shelters. We have multiple campgrounds and mobile home parks, one mobile home park with 800+ sites (Aitkin County border). Our emergency shelter is located at City Hall, but is limited to the key holder's ability to get there to open it.
City of Ironton	Repair/ upgrade sirens as they approach end of life.
City of Jenkins	Encourage residents to sign up for text alerts.
City of Manhattan Beach	Encourage Property Owners to sign up for County notifications
City of Nisswa	Continue to improve delivery of emergency notifications and address areas that should have storm shelters. Also work to address old trees that can come down from storms and result in major damages.
City of Pequot Lakes	Ensure the sirens are up to date. We have worked with the DNR to do clean up in stormwater areas. We do enforce water restrictions if there is a drought. We post severe information on our website and Facebook. We use our city utility billing to notify residents of potential freezes 7 relating to cold weather and we have a list residents contact information in areas that are highly susceptible to freezes during cold weather.
City of Riverton	
City of Trommald	Encourage residents to clean up deadfall, possible prescribed burns? Encourage residents to sign up for the county's emergency notification system.

OTHER STAKEHOLDERS	

#14 - GAPS OR DEFICIENCIES Please describe any specific gaps or deficiencies that are a barrier to implementing local mitigation measures.	
Crow Wing County	Funding
City of Baxter	Funding
City of Brainerd	None
City of Breezy Point	None
City of Crosby	None
City of Crosslake	None
City of Cuyuna	small city with limited financial and staff resources to address local mitigation projects.
City of Deerwood	Funding is both the gap and deficiency.
City of Emily	Funding for purchase of a generator
City of Fifty Lakes	Funding and the location of a sufficient storm shelter project would be a large barrier.
City of Fort Ripley	
City of Garrison	Limited financial resources and staff
City of Ironton	Limited staff and financial resources.
City of Jenkins	Limited financial resources and city staff.
City of Manhattan Beach	We are a small city with limited financial and staff resources to address local mitigation projects.
City of Nisswa	Limited financial resources and staff
City of Pequot Lakes	We are a small city with limited financial and staff resources to address local mitigation projects.
City of Riverton	
City of Trommald	Limited staff and financial resources.
OTHER STAKEHOLDERS	

#15 - SURVEY PARTICIPANTS Please list the names & titles of all persons that contributed information to this survey. Participant information is important to ensure good jurisdictional participation, and each person's time will count towards the 25% in-kind match requirement for the HMP update.	
Crow Wing County	Liz Gleason, CWC EM Coordinator Clayton Bard, CWC EM Director Jory Danielson, CWC Administrative Services Director
City of Baxter	Matt Maier, Police Chief/City Em Brad Chapulis, City Administrator Josh Doty, Community Development Trevor Walter, Public Works Director
City of Brainerd	Tim Holmes, Fire Chief/ City EM Jessie Dehn, City Engineer James Kramvik, Community Development Director Charlie Gammon, BPU Water/ Wastewater Manager
City of Breezy Point	Brian Sandell, Police Chief

	Joe Zierden, Public Works Supervisor
City of Crosby	Michael Van Horn, Police Chief
City of Crosslake	Chip Lohmiller, Fire Chief Lori Conway, City Administrator Jory Danielson, Deputy Fire Chief
City of Cuyuna	Jesse Smith, Police Chief, Bill Bedard, Clerk-Treasurer
City of Deerwood	Mike Bodle, Fire Chief Lee Russell, City Administrator Patrick Radtke, Public Works
City of Emily	Brian Foster, Maintenance Supervisor/EM Director Cari Johnson, City Clerk/Treasurer
City of Fifty Lakes	Jesse Anderson, Fire Chief Ann Raph, City Clerk/Treasurer
City of Fort Ripley	
City of Garrison	Corri Erickson Fire Chief
City of Ironton	Jeff Thompson, Fire Chief Josh Jacobson, Mayor Emma Pratt, City Clerk/Treasurer
City of Jenkins	Andrew Rudlang, Mayor Krista Okerman, City Clerk-Treasurer Roger Olmscheid, Public Works Director
City of Manhattan Beach	Barb Hanson, Pro Temp. Mayor
City of Nisswa	Todd Szymanski, Police Sergeant Steven Timblin, City Planner
City of Pequot Lakes	Mike Davis, Police Chief Mike Schwankl Fire Chief Nick Roy, Public Works Supervisor Angie Duus, City Administrator
City of Riverton	
City of Trommald	Jeff Thompson - Fire Chief, Rob Geske, Public Works Joe Seelen, Public Works, Jim Hiller, Mayor
OTHER STAKEHOLDERS	

Appendix D – Plans & Programs in Place

Crow Wing County

HMP Plans & Programs in Place Form

EMERGENCY PLANNING CAPABILITIES	*Yes/No*	*Comments*
Emergency Notification System (please specify, i.e., CodeRED, Smart911, Everbridge, etc)	Yes	Everbridge
Outdoor Warning Sirens (please note locations and # per jurisdiction)	Yes	Baxter- 7 Brainerd- 5 Crosby- 2 Crosslake- 10 Deerwood- 2 Emily- 1 Fifty Lakes- 2 Garrison- 1 Ironton- 2 Jenkins- 1 Nisswa- 3 Pequot Lakes- 1 Platte Lake Township- 1 Mission Township- 1
Emergency Operations Plan (EOP)	Yes	EOP is updated annually
Mass Care Sheltering Plan / List of Shelter Facilities	Yes	Addressed in EOP and in coordination with local jurisdictions
Tornado Safe Rooms / Storm Shelters (please list any existing specific locations)	No	Addressed in coordination with schools & local jurisdictions with local vulnerabilities
NWS Weather Ready Nation / StormReady Certification	Yes	
Coordination with Schools	Yes	Tornado Drills, other trainings
Coordination with Neighboring Jurisdictions	Yes	Annual regional planning and training; statewide AMEM conference
Coordination with Local and Regional Agencies involved in mitigation	Yes	SWCD, MN DNR, MnDOT, Rural and Municipal Electric Cooperatives, Watershed Districts
Coordination with organizations or agencies addressing disaster related issues and vulnerable populations, emergency preparedness, access and functional needs populations (List as applicable)	Yes	Public Health, American Red Cross, Salvation Army

Past storm hazard data and information	Yes	Damage information is kept on file from past storm events and disaster declarations
Other (please describe)	Yes	Public Health has preparedness plans in place

PLANNING & REGULATORY CAPABILITIES	*Yes/No*	*Comments*
Comprehensive/Land Use Plan	Yes	2004
Capital Improvements Plan	Yes	2024
Economic Development Plan	Yes	Adopted 2024
Climate Adaptation Plan		No
Continuity of Operations Plan (COOP)	Yes	Crow Wing County Emergency Management
Transportation Plan	Yes	Crow Wing County Highway Dept. – Highway Improvement Plan, 2024-2028
Stormwater Management Plan / Drainage Plan	Yes	CWC Land Services
Burning Permits/Restrictions (i.e., identify if issued through Sheriff's Office or MN DNR)	Yes	MN DNR
Comprehensive Local Water Management Plan	Yes	CWC Land Services
Watershed Plan (One Watershed, One Plan)		CWC and Cass County partnered on Pine River 1W1P starting in 2019. CWC also participates in the Mississippi River Brainerd 1W1P
Wellhead Protection Plan		Municipal level plans are done in coordination with MDH
Forest Management Plan	Yes	CWC Land Services
Community Wildfire Protection Plan (CWPP)	Yes	CWC CWPP 2024 – available online
Participation in MN DNR Firewise Program	Yes	
Database of Dry Hydrants/Well Access	Yes	No Hydrant data/limited well access data
Other (please describe)		

LOCAL POLICY / PROGRAM CAPABILITIES	Yes/No	Comments
Land Use, Planning, & Zoning Ordinance	Yes	Ordinance amended 11/15/2024
Subdivision Ordinance	Yes	Adopted 8/8/2006
MN State Building Code Enforcement	No	
Participation in the National Flood Insurance Program (NFIP)	Yes	Adopted 1974
Adoption of Digital Flood Insurance Rate Maps	Yes	Adopted 8/15/2017
Floodplain Ordinance	Yes	Amended 2024
Shoreland Ordinance	Yes	Adopted 2024
Minnesota Buffer Law / Soil Erosion Ordinance	Yes	Enforced by Crow Wing County SWCD
Home Buyouts for flood or erosion mitigation	No	
Other natural hazard specific ordinances (i.e., stormwater, steep slope, wildfire)		
Maintenance programs to reduce risk	Yes	Highway Dept. ROW maintenance and drainage systems
Other (please describe)		

ADMINISTRATIVE/TECHNICAL CAPABILITIES	Yes/No	Comments
Emergency Management Director	Yes	CWC EMD
Sheriff/Police Department	Yes	CWC Sheriff/local municipalities
Floodplain Management Administrator	Yes	Zoning Administrator
Chief Building Official	Yes	CWC Land Services
Highway Engineer	Yes	CWC Highway
Mapping Specialist (GIS)	Yes	CWC IT
Public Health Coordinator/Department	Yes	CWC Community Services
Planning Commission	Yes	Land Services
Coordination with Soil and Water Conservation District	Yes	CWC SWCCD
Coordination with Minnesota Department of Natural Resources	Yes	
Mitigation Planning Committee	Yes	2025 HMP Update Planning Team of Stakeholders
Mutual Aid Agreements in place	Yes	Regional; MAA's also existing between local fire departments
Other (please describe)		

EDUCATION & OUTREACH CAPABILITIES	*Yes/No*	*Comments*
SKYWARN Program Training with NWS (annual training)	Yes	Held in coordination with the NWS
National Weather Service – Severe Weather Awareness Weeks	Yes	Emergency Management participates in coordination with HSEM and NWS each November and April
Promotion of NOAA Weather Radios	Yes	During NWS Severe Weather Weeks and Ongoing
Other (please describe)		

Appendix E – Past Mitigation Action Review Status Report

Crow Wing County

Past Mitigation Action Review Status Report

Following is a report on the status of mitigation actions related to natural hazards included in the Crow Wing County **2017** Hazard Mitigation Plan. This report covers the mitigation actions that were listed for implementation by Crow Wing County and by city jurisdictions or partner agencies, as applicable. The status of mitigation actions is defined as the following:

Completed – The action was a defined activity or project completed since the last plan update.

Ongoing – The action is continually being implemented and moving forward. Ongoing mitigation actions will be reviewed and revised as necessary for inclusion in the plan update.

Deleted – The action is deemed as not relevant and is not considered for inclusion in the plan update.

#	Hazard	Mitigation Action	2025 Status	Comments
1	All-Hazards	Work to ensure that all Crow Wing County residents are aware of and sign-up for the County's Emergency Warning System (EWS).	Ongoing	The CWC Emergency Management Program regularly promotes sign-up for the EWS system via the County EM Facebook Page and during in-person events. Cities also work to promote sign-up by local residents by sharing information on city websites and announcements at public meetings.
2	All-Hazards	Continue to upgrade and improve the County's Emergency Warning Systems.	Ongoing	Improvement to EWS system has been made with the ability to send alerts out via the county web page, Facebook, Twitter and IPAWS through our DLAN software. CWC continues to address advanced warning for areas of First Assessment District (unorganized area north of Brainerd/Baxter). To include upgrades and additional warning sirens.
3	All-Hazards	Continue to update the Crow Wing County Emergency Operation Plan and encourage cities to develop & update local-level EOPs.	Ongoing	Crow Wing County Emergency management is in the process of rewriting the EOP for the county.
4	All-Hazards	Ensure that the Crow Wing County Emergency Operations Center (EOC) and facilities designated as mass care shelters are prepared to be fully functional.	Ongoing	Crow Wing County completed a shelter training with the Red Cross and is in the process of reviewing current shelters and the mass care plan.

#	Hazard	Mitigation Action	2025 Status	Comments
5	All-Hazards	Promote education & awareness of severe weather and personal emergency preparedness for individuals, families, and businesses.	Ongoing	CWC Emergency Management participates annually in the National Weather Service's spring and winter Severe Weather Awareness Weeks in April and November. We provide posters, brochures, and material on severe storms to the media and to property owners. Social media is also used to distribute the information. Local cities are encouraged to participate and share this information through their own local channels such as Facebook and city websites.
6	Severe Winter Storms	Provide winter-specific preparedness information to homeowners and the public regarding personal safety precautions to protect life safety during severe winter storm events (i.e., blizzards, ice storms).	Ongoing	During Winter Weather Awareness week and throughout the winter CWC Emergency Management provides information on winter storm preparedness to residents, businesses, and to property owners (i.e., furnace inspections, emergency car kits, and safe winter driving techniques.) Social media, TV, radio and newspaper are used to distribute the information. Local cities are encouraged to help distribution information through their own channels.
7	Severe Winter Storms	Provide information to property owners on building materials and practices that increase structural safety, and increase energy conservation in cold weather conditions.	Ongoing	Homeowners are reminded to practice maintenance of their furnaces, and landowners with Individual Septic Treatment Systems are informed on ways to protect their systems from extreme cold.
8	Severe Winter Storms	Encourage the planting of "Living Snow Fences" (trees and other vegetation) or the placement of other snow fences along roadways to help prevent blowing and drifting snow onto key transportation routes.	Ongoing	The planting of trees and natural vegetation is encouraged in areas of new development to minimize large snow accumulation to adjacent roads. CWC Highway Dept. has identified areas on CSAH 1, CSAH 12, CSAH 21, CSAH 16 & CR 131 to install living snow fence to reduce drifting snow.

#	Hazard	Mitigation Action	2025 Status	Comments
9	Severe Winter Storms	Continue providing snow removal, salting, and sanding to minimize the impacts of snow accumulations on motorists.	Ongoing	This is a standing effort of the CWC Highway Dept. and local City Public Works.
10	Severe Winter & Summer Storms	Identify critical facilities or infrastructure that do not have back-up power in the event of a major power outage resulting from severe winter or summer storms.	Ongoing	Not all county & city government buildings and schools have back up power generators to ensure energy in the event of a severe power outage. CWC and each jurisdiction will work to identify their respective critical facilities that should have back up power.
11	Severe Winter & Summer Storms	Purchase and install generator hook-ups and encourage local generator purchases for identified critical facilities that require back-up power.	Ongoing	CWC, local city governments, and schools will evaluate feasibility to purchase and install generators for key facilities, and will do so as funding allows.
12	Severe Winter & Summer Storms	Work with rural electrical and municipal coops to identify and address mitigation measures for above ground power lines that are susceptible to damage from severe winter or summer storms in order to reduce potential power outages.	Ongoing	Loss of power due to extreme storm events in the County creates long outage times and costly repairs. There has been overhead power disruption in hard-hit areas of trees. There is a wind "tunnel" from Gull Lake in the Round Lake Area of CR 115. The County and cities will work with local utilities as needed. BCA studies will be conducted for potential project areas to see where underground wires are possible.
13	Severe Winter & Summer Storms	Promote inspection and trimming of trees that may pose risk to falling on power lines during severe storm events.	Ongoing	Tree management in the right-of-way of roads is addressed by our CWC Highway Dept. and/or City Public Works and Utility Companies.
14	Severe Winter & Summer Storms	Promote the use of NOAA weather radios as a key communications resource for residents, businesses, and facilities that house vulnerable populations (i.e., nursing homes, group homes, senior centers, and day care facilities).	Ongoing	This is an on-going effort of emergency management programs at the county and local city level. We promote weather radios through PSA's, County Fair, National Night Out, NWS Severe Weather Awareness Weeks and through social media. CWC also continues to work with local vendors and State programs for rebates on NOAA Weather radios.

#	Hazard	Mitigation Action	2025 Status	Comments
15	Severe Summer Storms	Provide/participate in the National Weather Service's SkyWarn "Storm Spotter" training in various parts of the County for first responders and community residents.	Ongoing	Each year CWC Emergency Management Program works with the National Weather Service to provide this training to local fire departments and local community volunteers. We will continue to encourage more volunteers to become active in the severe storm spotters network. Local cities will continue to remain active in this program.
16	Severe Summer Storms	Identify areas where vulnerable populations are susceptible to tornadoes or extreme wind events (i.e. schools, campgrounds, or mobile home parks) and evaluate for construction or retrofit of safe rooms or storm shelters.	Ongoing	CWC Emergency Management continues to work with local cities that have experienced severe wind damage and recreational facilities on development of storm shelter areas. We are aware that there are two mobile home parks and the Crow Wing County Fairgrounds have been identified for having a need of a storm shelter or Safe Room.
17	Severe Summer Storms	Implement construction or retrofit projects for safe rooms or storm shelters in identified vulnerable locations.	Ongoing	Any community safe room projects that the County is involved in will be part of the CWC Emergency Management program. FEMA grant funding may be sought to support an eligible safe room project.
18	Severe Summer Storms	Ensure that plans are in place for mass care sheltering and designated shelter facilities are established throughout the County.	Ongoing	CWC EM is currently reviewing the mass shelter care plan and current sheltering sites. Crow Wing County has designated shelter facilities that have agreements with the American Red Cross. In addition, the Emergency Operations Plan (EOP) identifies potential shelter sites (primarily schools) for displaced or injured citizens. We encourage all cities to identify and designate community storm shelters.

#	Hazard	Mitigation Action	2025 Status	Comments
19	Severe Summer Storms	Encourage the owners of all manufactured home parks (MHPs) and multiple family dwellings to plan for and establish storm shelters.	Ongoing	The encouragement of the storm shelter construction in all MPHs throughout Crow Wing County and has been made. Almost all of the parks do have storm shelters with the exception of a few that we encourage to build. Due to the seasonal & low income tenant in the MHPs, the return on investment is not equal to the cost of installation. All MHPs are required by the MN Dept. of Health to have a storm shelter plan in place.
20	Severe Summer Storms	Work to improve the coverage of Doppler radar for Crow Wing County.	Ongoing	This is an ongoing effort of CWC Emergency Management. Due to the locations of the NWS radars from Crow Wing County, there is a gap and/or deficiency in the predicting our local weather. We experience delays in warnings given out and gaps in the timing of precipitation. CWC is currently in talks with Climavision and the city of Brainerd to install a local weather radar.
21	Severe Summer Storms	Continue to encourage the cities of Crow Wing County to become a NWS "StormReady" community and provide support to help communities accomplish the requirements for designation.	Ongoing	CWC Emergency Management works to encourage all cities to become Storm Ready communities.
22	Severe Summer Storms	Continue to install new or upgrade siren warning systems where needed in the County.	Ongoing	Crow Wing County has a system of emergency warning sirens throughout the county which are used to alert residents during severe wind events. New outdoor warning sirens have been installed throughout Crow Wing County in the communities of Baxter, Nisswa, Pequot Lakes, Breezy Point, Emily, Riverton, Ideal Township, and Fairfield Township. The County and cities will continue to address the maintenance, testing, and upgrade of warning sirens as needed. Multiple jurisdictions have added additional sirens.

#	Hazard	Mitigation Action	2025 Status	Comments
23	Severe Summer Storms	Encourage the State of Minnesota to enhance building codes to prevent damage from high winds, including for areas of new development.	Ongoing	Although building codes are not enforced by Crow Wing County and many local municipalities, property owners, builders, and developers should continue to be made aware that any construction, reconstruction, alteration, and repair of all structures in the county must be done in accordance with the Minnesota State Building Code. The County's Land Services Department can only issue a permit to the property owner or a state licensed contractor who is required to build to the State building code.
24	Severe Summer Storms	Recommend the use of windbreaks in all new development where natural or man-made windbreaks do not exist. Recommend a list of building materials capable of handling high winds in areas without natural windbreaks.	Ongoing	This sort of outreach is provided through the SWCD programs with landowners.
25	Severe Summer Storms	Conduct outreach to encourage property owners to take mitigation actions to protect property from severe wind damage.	Ongoing	During severe weather awareness week and throughout the summer we provide information on severe storms to the media and to property owners. Social media is also used to distribute the information and can be found on the CWC webpage. Property owners are encouraged to trim trees near buildings, remove dead and diseased trees, and keep their lakeshore property in a natural state.

#	Hazard	Mitigation Action	2025 Status	Comments
26	Extreme Temps (Heat/Cold)	Provide outreach & education to vulnerable populations in the community (i.e., senior citizens, young adults) on personal safety measures to take during periods of extreme heat / cold.	Ongoing	This is done as part of the NWS annual spring and winter severe weather awareness weeks. It is also done during actual periods of extreme temperatures. Information on staying safe during periods of extreme heat or cold is relayed to the public through channels such as Facebook, radio, and local newspapers. Emergency information is provided for emergency services offices and hospitals. All Schools work to educate students on the dangers of extreme heat and cold as well.
27	Flooding	Identify and improve potential and historical areas of road washout, and replace aging or failing bridges and culverts that are inadequate in order to reduce future flood damages.	Ongoing	Crow Wing County and local jurisdictions maintain an annual inventory of problem areas due to flooding and plan for projects based on priority and available funding. CW County Highway Dept. has identified flood prone problematic areas on CR 105, CR 128, CSAH 11, CR 132, CR 106 & CR 144. In addition there are bridges that are scour sensitive and pose a hazard risk during high water. CR 128 has a shoreline improvement plan to reduce the risk of water over the road and erosion of the roadbed during high water.
28	Flooding	Encourage municipalities to require the development of new storm sewer infrastructure capable of handling a ten-to-twenty-year rain event in areas of new development (i.e., new subdivisions) and adoption of a Stormwater ordinance regulating onsite stormwater management for new construction.	Ongoing	Facilitate adoption of stormwater ordinance through a series of workshops.

#	Hazard	Mitigation Action	2025 Status	Comments
29	Flooding	Develop stormwater management plans and improve stormwater management systems at the county and city level to address future high-impact rain events throughout the County.	Ongoing	The County will seek outside grant funding where possible to fund eligible stormwater improvement projects, such as through MPCA and FEMA HMA funding for flood reduction projects. Local jurisdictions will be responsible for development of local stormwater management plans and identification of priority projects. Baxter is in the process of adding a stormwater retention pond in an area that is prone to flooding to mitigate the risk of the surrounding residences and businesses.
30	Flooding	Ensure that wellhead protection plans are in place to address flooding that may lead to contaminated drinking water.	Ongoing	Cities work directly with the Minnesota Department of Health on the development or update of wellhead protection plans to ensure they meet State requirements.
31	Flooding	Adopt the 2017 updated floodplain maps for Crow Wing County and ensure the update of local ordinances.	Ongoing	Crow Wing County has new maps that will go effective 8/15/2017. Communities participating in the NFIP will update their ordinances and adopt the new maps (and make other updates).
32	Flooding	Address the need for a high high capacity pump at the Black Bear/Miller Lake to reduce flooding to surrounding roads, and ensure there is a levee emergency plan in place.	Ongoing	Currently Highway and Black Bear Lake Association have an agreement in place for a vendor to supply pumps when the water reaches a certain height at the levy.
33	Flooding	Keep culverts and drainage ditches free of debris to mitigate against over-the-road flooding.	Ongoing	The maintenance of culverts and drainage ditches is done through our CWC Highway Department and City Public Works. We also have Ditch 13 that flows from Lake Edward to North Long Lake. Local municipalities' public works work to monitor and address any problem areas for drainage at the local level.
34	Flooding	Restrict building in floodplain areas that consistently flood.	Ongoing	This action is the responsibility of the CWC Land Services Department and local city ordinances as per NFIP requirements.

#	Hazard	Mitigation Action	2025 Status	Comments
35	Flooding	Identify properties that experience damage from repetitive flooding, and work with property owners to buy out structures and turn into open-space.	Ongoing	This is an ongoing effort of Crow Wing County Land Services in conjunction with local jurisdictions that have experience repetitive flooding.
36	Flooding	Encourage individual landowners who live within floodplain areas to participate in the FEMA National Flood Insurance Program (NFIP).	Ongoing	This is an ongoing effort of Crow Wing County Land Services in conjunction with local jurisdictions that have experience repetitive flooding.
37	Flooding	Regularly patrol streams and rivers for beaver dams and remove problem dams to mitigate against localized flood issues.	Ongoing	Monitoring and removal of problem beaver dams is an annual action carried out by the CWC Land Services Dept., Crow Wing County Highway Dept. and local townships.
38	Flooding	Maintain sandbags and flood fighting equipment.	Ongoing	CWC maintains 10,000 sandbags and flood fighting equipment. Sandbags are stored at the CWC Highway garage.
39	Flooding	Provide public education on dangers of flash flooding (i.e. Promote "Turn Around, Don't Drown" campaign).	Ongoing	During severe weather awareness week and throughout the summer CWC Emergency Management provides information on flash flooding to the media and to property owners. Social media is also used to distribute the information.
40	Flooding	Provide education and technical assistance to property owners on the application of green infrastructure methods to reduce localized flooding due to high rain events.	Ongoing	This task is done through our CWC Land Services Dept. as well as the SWCD. Possible green-infrastructure projects will be considered for eligible for FEMA HMA grant funding.
41	Wildfire	Work with the MN DNR to develop a Community Wildfire Protection Plan (CWPP) for high-risk wildfire areas of Crow Wing County.	Ongoing	CWC Emergency Management in partnership with local fire departments developed a CWPP with the MN DNR. In 2024 the CWP was approved and adopted by the CWC Board.
42	Wildfire	Work with MN DNR to conduct Level-1 wildfire risk assessments in areas with significant wildfire potential in the county, specifically around communities at risk.	Ongoing	Crow Wing County Fire Departments will continue to work with the MNDNR and communities in high-risk wildfire areas on this effort.

#	Hazard	Mitigation Action	2025 Status	Comments
43	Wildfire	Promote defensible space education and provide training for property owners that have properties at-risk for wildfire.	Ongoing	Crow Wing County Fire Departments will continue to work with the MNDNR and communities in high-risk wildfire areas on this effort. Public education is provided through CW Emergency Management, local Fire Departments and MNDNR. In 2024 a community education event was held at the Crosslake Fire Department.
44	Wildfire	Continue to enforce burning restrictions when necessary.	Ongoing	This action is done through local Fire Departments, MNDNR and Law Enforcement.
45	Wildfire	Continue to conduct controlled burns as necessary to prevent the spread of wildfires.	Ongoing	This action is done through local Fire Departments and MNDNR.
46	Wildfire	Ensure the strong coordination between local fire departments and associations as well as those from outside areas to provide fire protection, which will reduce the impact of wildfires.	Ongoing	This action is done through Cuyuna Range Fire Chief Association, Crow Wing County Fire Chiefs and MNDNR.
47	Wildfire	Promote positive forestry management techniques including the removal of dead, dry vegetation and trees which may ignite as a result of lightning or human related causes.	Ongoing	This action is done through Cuyuna Range Fire Chief Association, Crow Wing County Fire Chiefs, MNDNR, CWC Emergency Management and CWC Land Services Dept.
48	Wildfire	Evaluate areas in the county to install dry hydrants to support wildfire suppression.	Ongoing	CW County Emergency Management will work in coordination with local fire departments to review water access for fire suppression in rural areas. Where projects may be feasible we will seek to work in coordination with the MNDNR for dry hydrant projects.
49	Wildfire	Evaluate and implement defensible-space measures for homes and structures that are within forested, high-risk wildfire areas, such as installation of external wildfire sprinkler systems and fuels-reduction measures.	Ongoing	CW County Emergency Management will work in coordination with local fire departments and MN DNR Forestry to see where high risk areas in the County may benefit from specific mitigation measures such as sprinklers or wildland fuels reduction.

#	Hazard	Mitigation Action	2025 Status	Comments
50	Drought	Promote water conservation measures and fire safety awareness to residents during periods of drought. Enforce water conservation ordinances when needed (i.e., that prohibit watering lawns during drought).	Ongoing	Promoting water conservation during periods of drought is a standing effort of the County and local governments, as well as the USDA and FSA Office.
51	Drought	Work with farmers to encourage crop rotation and planting crops according to water needs.	Ongoing	This is a standing element of outreach to local agricultural landowners. SWCD and the NRCS.
52	Drought / Erosion	Provide education and awareness on landscaping practices to communities and private landowners to mitigate against the impacts of drought and erosion (i.e., installation of shelter belts, measure for shoreline / streambank stabilization, and tree plantings for shade).	Ongoing	This is a standing effort of the Crow Wing County Soil and Water Conservation District. SWCD conducts regular outreach and site visits to provide technical assistance to communities in practices to reduce the impacts of drought and erosion. CWC Land Services Dept. and MN Extension also provide technical assistance and information to the public.
53	Dam Failure	Continue to have contact and coordination with the Crosslake, Big Pine Rock, and Brainerd Public Utility's Hydro dam operators.	Ongoing	CWC Emergency Management and CWC Land Services Dept. maintain communication and coordination with the dam operators on the condition of dams and addressing any concerns during periods of high rain events. In addition, there is the Black Bear Levy in Tromald and the Crosslake Rock Dam.

Appendix F – Planning Team Meetings

Crow Wing County HMP Planning Team Meeting #1
1/22/25 Meeting Summary & Documentation

Synopsis: On January 22, 2025 Crow Wing County Emergency Management convened key county, city, and township representatives, as well as neighboring jurisdictions and other stakeholders to participate in the 1st Planning Team Meeting for the update of the Crow Wing County Hazard Mitigation Plan (HMP). The meeting was held via Zoom webinar video conference and was facilitated by Stacey Stark and Bonnie Hundrieser of the U-Spatial@UMD project team.

The purpose of the meeting was to present on the update of the Crow Wing County HMP update and gather stakeholder feedback on several key discussion items, including:

1) Prioritization of the natural hazards to be profiled in the plan,

2) Identification of local vulnerabilities (i.e., infrastructure and populations),

3) Ideas for local mitigation actions for implementation, and

4) Review of FEMA Hazard Mitigation Assistance grant funding opportunities.

Stakeholder Invitations: Crow Wing County Emergency Management invited all stakeholders included on the county's HMP Update Jurisdictional Contact List, which includes the key County Contacts, City Contacts, Township Contacts, Other Stakeholder Contacts, and Neighboring Jurisdiction Contacts identified to be invited to participate in the plan update process. Contacts were encouraged to engage additional staff or to send someone in their stead if they could not attend.

Presentation Overview: The Power Point presentation covered the following items:

- Welcome & Introductions
- Meeting Purpose & Agenda
- Overview of HMP Key Points
- Overview of Plan Content (Hazard Identification, Risk Assessment, Vulnerability Analysis, Update of Hazard Prioritization)
- Overview of Mitigation Actions and FEMA Grants
- Overview of Mitigation Strategies for the development of mitigation actions
- Discussion of ideas for local mitigation ideas
- Overview of Next Steps following Planning Team Meeting #1

Materials: The following meeting summary includes documentation of the stakeholders that participated in the meeting, poll results, questions or comments provided during the meeting, and information on the FEMA Hazard Mitigation Assistance Grant Program. A list of stakeholders invited to participate is also included. A copy of the meeting invitation and a handout of the Power Point presentation slides accompany this meeting summary.

To submit comments or questions regarding this meeting summary, please contact:
Liz Gleason, Crow Wing County Emergency Management Coordinator
Liz.Gleason@crowwing.gov

Meeting Participants

Following is a list of representatives that participated in Planning Team Meeting #1. These individuals will be considered as part the formal planning team recorded in Table 1. Hazard Mitigation (HMP) Team of the Crow Wing County HMP Update.

	Name	Organization	Job Title
1	Clayton Barg	Crow Wing County Sheriff's Office	Emergency Management Director
2	Liz Gleason	Crow Wing County Sheriff's Office	Emergency Management Coordinator
3	Tyler Ostman	Cuyuna Regional Medical Center	Director of Ambulance & Emergency Management
4	Ryan Franz	Pequot Lakes PD/Pequot Lakes Schools	Sergeant/School Liaison
5	Linda Danielson	Rabbit Lake Township	Clerk
6	Mark Olson	Long Lake Township	Supervisor
7	Tom Malloy	Long Lake Township	Supervisor
8	Michael McDaid	Pelican Township	Supervisor
9	Virginia Smart	Long Lake Township	Treasurer
10	Taylor Lesmeister	CWC Public Health	Public Health Educator
11	Jacklin Steege	CWC Public Health	Public Health Preparedness
12	Jason Walkowiak	CWC IT	Director
13	Jim Guida	St Mathias Township	Supervisor
14	Chip Lohmiller	Crosslake Fire	Chief
15	Jason Cline	CWC Emergency Management	Intern
16	Peter Grant	ISD 181	Superintendent
17	Kelvin McCuskey	HSEM	RPC
18	Tim Holmes	Brainerd Fire Department	Fire Chief/ EM
19	Kara Terry	Crow Wing County	Director
20	Mike Davis	Pequot Lakes Police Dept	Chief
21	Owen Fifield	American Red Cross Serving Northern and Central Minnesota	Community Disaster Program Manager
22	Mark Smith	Minnesota Pollution Control Agency	Environmental Emergency Responder
23	Mike Bodle	Deerwood Fire	Fire Chief
24	Gary Griffin	Crow Wing County	Land Services Director
25	Chad Emery	Cass County Sheriff's Office	Deputy Sheriff / Deputy Director Emergency Management
2	Giles Radtke	Pelican Township	Road Supervisor
2	Brian Berent	Crow Wing County	Highway Maintenance Manager
28	Jamie Skjeveland	Crosby-Ironton I.S.D. #182	Superintendent
29	Joseph Moore	NOAA/National Weather Service Duluth MN	Warning Coordination Meteorologist
30	ROBERT L SMITH	Jenkins Township	Supervisor
31	Jacob Frie	Minnesota DNR	Area Hydrologist
32	Lori Conway	City of Crosslake	City Administrator
33	Cory Brix	Mille Lacs Energy Cooperative	Construction and ROW Manager

34	Corri Erickson	Garrison Fire & Rescue	Fire Chief
35	Darcy Dwyer	Crow Wing County	Public Information Officer
36	Brian Sandell	Breezy Point Police Department	Chief
3	Patricia Gage	Nokay Township	Clerk
38	Nathan Hulinsky	Crow Wing Township	Township Supervisor
39	Sandra Youngblom	MN DNR-Brainerd Airtanker Base	Airtanker Base Manager
40	Jason Walkowiak	Crow Wing County	IT Director
41	Matt Maier	Baxter Police Department	Chief
42	Jamie Lee	Crow Wing County	Commissioner
43	Patrice Erickson	Aitkin County Sheriff Office	Dispatch Supervisor/Deputy Emergency Manager
44	Ann Espeseth	Mille Lacs Energy Cooperative	System Data Analyst
45	bill bedard	City of Cuyuna	Clerk/Treasurer
4	Joel Lemberg	MN DNR Forestry	Area Forest Supervisor
47	Melissa Barrick	Crow Wing SWCD	District Manager
48	James Norwood	Brainerd Lakes Regional Airport	ARFF / Operations
49	Maggi Wentler	City of Nisswa	Finance Specialist
50	Kiki Lindbery	City of Nisswa	City Clerk
51	Craig Wallace	Ideal Township	Clerk/Treasurer
52	Mark Bradley	50 Lakes fire department	Fireman
53	Aaron Sloth	Platte lake township	Supervisor
54	Gina Wieler	MN Direct Care and Treatment	Emergency Manager
55	John Davis	Brainerd Police Department	Police Chief
56	Anthony Runde	Brainerd Police Department	Deputy Chief
57	Josef Garcia	Breezy Point Police Department	Sergeant

Discussion Polls

The presentation included several polling questions to generate discussion and gather specific feedback from participants that would be used to support public outreach, identify local vulnerabilities, and determine the updated prioritization of hazards for inclusion in the plan. Following are the polling questions and participant responses.

POLL #1 (Slide 9, Who Participates)

Question 1 - How can you expand participation by the county residents, including vulnerable populations, in the planning process?

Brian Berent	Community groups such as first responder groups, civic groups, or other organizations.
Mike Bodle	My suggestion is to simply ask in a media release. Volunteers are obviously hard to come by.
Mike Davis	Get it out in newspapers or at city council and county board meetings to get the local population involved.
Jamie Lee	Involve the public housing entities as well as utilities local media outlets.
Ann Espeseth	Social Media

Owen Fifield	Feedback should be solicited in-person at hubs of community activity in a simple question/answer. It should be convenient and simple.
Anthony Runde	Invite key members from homeless and day shelters to attend and provide input (maybe they're already included?)
Kara Terry	Attend city council meetings and engage city leadership to help spread the word. Also, hold informational meetings in neighborhoods and offer food.
Corri Erickson	Utilize City/Fire Dept/Police Dept social media to survey residents
Jacob Frie	There are many Lake Associations in Crow Wing County - many are seasonal residents only and then leave in the winter and early-spring season. They have e-mails
John Davis	County representatives meet in person with nursing home and assisted living individuals.
JOSEF GARCIA	The use of public planning workshops or community listening sessions/meetings.
Chad Emery	Township Officers
Joseph Moore	Soliciting input at local township board meetings.
Darcy Dwyer	Work with Community Services staff that work closely with this population to get some feedback.
Giles Radtke	Besides requesting 1 supervisor from every township to attend I am not sure what else
Matt Maier	Engage in town hall / city / township meetings
Patrice Erickson	social media, newspaper, flyers in utility bills, local radio

Question 2 - Is there someone (or an organization) missing from this planning team who you think should be involved with the Hazard Mitigation Plan Development?

Tim Holmes	Bridges of Hope
Brian Berent	Are all utility groups within the county such as pipeline and long-range communication companies involved?
Mike Davis	I think churches should be involved in this.
Jamie Lee	Local churches as they will be the first to open their doors to the community as needed.
Ann Espeseth	None at this time
Owen Fifield	Not that I am aware.
Melissa Barrick	private landowners
Kara Terry	I think we have a good representation currently
ROBERT L SMITH	don't know
Corri Erickson	Not at this time
John Davis	Brainerd Public Utilities Director, Chris Evans
JOSEF GARCIA	Not knowing exactly who has been invited, perhaps members of large community organizations with significant representation such as Lutheran Social Services, Boy Scouts of America, Elks camp, etc.
Chad Emery	Not sure how many township officials are attending. But their input is valuable.

Giles Radtke	Include all major utilities like MN Power, Xcel, CTC, Spectrum, Any phone, power and gas providers. Storm damage to communication power and gas lines are all important.

POLL #2, Slide 13 (Plan Content – Vulnerability Analysis)

Question 1 - Are there any factors in your community that may have increased the community's vulnerability? (please identify community)

Peter Grant	Increase in shuttered homes and businesses.	Brainerd Baxter
Joel Lemberg	Recent longer periods of drought. A lot of new development.	countywide
Brian Berent	Droughts have been an issue within the county in the past few years. Large number of development both commercial and residential.	countywide
Mike Bodle	Aging housing for elderly. 2-3 locations	City of Deerwood
Mike Davis	infrastructure of sewage lines for our city, power substations getting damages by storms	Pequot Lakes
Jamie Lee	Our homeless community is increasing and they are moving away from urban areas to more secluded public land.	Trommald area.
Anthony Runde	Unhoused	Brainerd
Owen Fifield	Extreme fluctuations in heat, cold, precipitation and other factors due to climate change.	countywide
Melissa Barrick	Tree diseases such as Ash bore. Dead timber in many private woodlands lots that is fire concern. Storm damage over the years has created a lot of down timber with little mitigation.	Brainerd and the Whitefish area and Crosslake.
Kara Terry	We do have community development throughout the county and we also have an increased unhoused population. Cities and townships have aging infrastructure and little budget to fix.	Crow Wing County as a whole
ROBERT L SMITH	Development	Jenkins Township
Corri Erickson	COVID led to a significant increase in our seasonal population	Garrison area
Jacob Frie	Recent droughts (past 3 years have been particularly dry)	Brainerd and Crosslake
John Davis	Increased homeless population	City of Brainerd
JOSEF GARCIA	For sure our areas have seen increased development. there has also been a noticeable increase in unhoused populations.	Breezy Point
Giles Radtke	Not in Pelican Township	Pelican Township
Matt Maier	Many new apartment complexes that have been built since the last Plan review was completed. We also have had a large increase	City of Baxter

	of homelessness in the area due to a "day center" that was established	

Question 2 - Are there specific areas of concern in your community that you would consider to be more highly vulnerable to damages or danger resulting from future natural hazard events? (please identify community)

Brian Berent	Growth in the county has added population to the infrastructure. Also increased traffic volumes in the area during the summer season.	County in general
Mike Bodle	We have a trailer park that is run down and over populated.	City of Deerwood
Mike Davis	same as above	Pequot Lakes
Jamie Lee	Tornadoes are common across our county.	Trommald area.
Anthony Runde	Mississippi River landing area	Brainerd
Melissa Barrick	Floodplain of the Mississippi river. Areas that tornado went through last year.	Brainerd and the Whitefish area and Crosslake.
Kara Terry	Unhoused population, elderly and disabled, those who are not financially stable.	Crow Wing County as a whole
ROBERT L SMITH	Water quality	Jenkins Township
Corri Erickson	Mille Lacs Band tribal area just south of the Crow Wing County border	Garrison area
Jacob Frie	Brainerd public utilities dam, Crosslake Corps of Engineers Dam - they are still structurally good, but if "blown out" could be catastrophic	Brainerd and Crosslake
John Davis	Hospital	City of Brainerd
JOSEF GARCIA	For us, I believe the biggest areas of concern are our seasonal campgrounds, numbers of people participating in outdoor activities.	Breezy Point
Brian Sandell	Campgrounds	Breezy Point
Giles Radtke	Fire danger since we have lots of trees or wind damage from trees	Pelican Township

POLL #3 (Slide 17) Crow Wing County 2025 Update of Hazard Prioritization

Meeting participants ranked each of the natural hazards listed below as what they felt was a high, moderate, or low hazard priority to include in the plan update.

Which of the following hazards would you consider HIGH priority in your county?

Windstorms	26
Tornadoes	24
Wildfire	18
Winter Storms	13
Extreme Cold	11
Hail Storms	9

Flood	8
Drought	8
Extreme Heat	7
Lightning	5
Dam/Levee Failure	4
Landslides	0
Land Subsidence	0

Would you consider any of the hazards below low risk, low priority, or not applicable in your county?

Tornadoes	0
Winter Storms	0
Wildfire	1
Flood	1
Windstorms	1
Hail Storms	1
Extreme Cold	2
Extreme Heat	5
Lightning	5
Drought	6
Dam/Levee Failure	10
Landslides	24
Land Subsidence	22

Crow Wing County 2025 Prioritization of Hazards

The chart below reflects the planning team's updated prioritization of hazards that will be included in the Crow Wing County 2025 HMP Update.

HAZARD	Crow Wing County 2025
Wildfire	High
Winter Storms	High
Windstorms	High
Tornadoes	High
Flooding	Moderate
Hail	Moderate
Extreme Cold	Moderate
Drought	Moderate
Extreme Heat	Low
Lightning	Low
Landslides	Low
Land Subsidence	Low (N/A)
Dam/Levee Failure	Low

Other Comments or Questions

Following are additional comments or questions addressed during the planning team meeting and responses from meeting presenters:

Clayton Barg - Fire danger is considered higher due to less snowfall and dry spring + wind storms that bring down trees. We would want to keep wildfire as a high priority hazard in our plan.

Participant question – Do you consider invasive species as a natural hazard?

> Stacey Stark – the term "natural hazard" is a bit misleading. The plan does not cover invasive species as a natural hazard. FEMA is looking to mitigate against damages to structure and life safety from hazards. It is not something that FEMA has funding programs to address. However, with that said, it is important to note that other sorts of plans may address this concern.
>
> Clayton Bark - The CWPP does mitigation for areas of downed trees and brush etc.

Peter Grant - With the road construction projects, in the immediate future and 2028 of HWY 210 and 371, are plans being made to address potential evacuations of the areas impacted by these projects? How would the new mitigation plan be impacted by these?

> Bonnie Hundrieser - Good question. The HMP would not be addressing the details of evacuation routes since that is a function of emergency response planning. The Crow Wing County Emergency Operations Plan includes plans and procedures for evacuation in coordination with local law enforcement and EMS based on the emergency at hand and affected areas. So those evacuation route concerns for those roads in question would be a discussion to have with CWC Emergency Management and other local emergency managers.

Melissa Barrick – The CWC SWCD has a lot of funding for the green infrastructure realm of things. Is there a way to capture that?

> Bonnie Hundrieser – Yes. If there are related mitigation projects that fall into the realm of green infrastructure, we would work to include information if the CWC SWCD was a project partner or had possible funding to support those project efforts.

Kelvin McCuskey – Made a comment regarding the difference between FEMA post-disaster funding (Public Assistance) and FEMA HMA grant funding. Public Assistance (Section 406 funding) helps communities with repairs to damaged infrastructure back to the status prior to the disaster. FEMA Section 404 grant funding programs are totally different – these funds are tied to the requirement to have a hazard mitigation plan in place.

Clayton Barg – Had a few questions if certain types of projects could be eligible for FEMA HMA grant funding (related to private property owner efforts).

> Bonnie Hundrieser – Responded that these sorts of projects would not be the sort that would be eligible for FEMA grant funding. FEMA has defined categories of certain types of projects that may be eligible to apply for. It is recommended for anyone who may be interested in potential FEMA grant funding to carefully review the FEMA HMA grant funding guidance (see below).

FEMA HMA Grant Funding:

As part of the planning team meeting, participants were informed that having a FEMA-approved Hazard Mitigation Plan in place is a requirement in order to apply for FEMA Hazard Mitigation Assistance Grant Programs. Examples of eligible projects were reviewed for participants to consider for potential inclusion in their local mitigation action charts, as applicable. It was noted that representatives from the county, local governments, and other stakeholder agencies/organizations must have documented participation in the planning process in order to formally adopt the plan and be eligible to apply for future FEMA HMA grants.

To learn more about FEMA's HMA grant programs, please review the following:
FEMA Mitigation Assistance Program and Policy Guide, Effective July 30, 2024
At a glance info: See Table 4, Eligible Activities by Program (page 43)

CROW WING COUNTY HMP JURISDICTIONAL CONTACT LIST

Following is a list of the stakeholders that received an invitation to participate in Planning Team Mtg. #1 and will receive the meeting summary.

To submit suggested additions to this contact list, please contact Crow Wing County Emergency Management and provide the name of the jurisdiction, agency, or organization along with the person's full name, work title, and email address.

REPRESENTATION	NAME	TITLE
Crow Wing County Emergency Management	Clayton Barg	Emergency Management Director
Crow Wing Sheriff's Office	Eric Klang	County Sheriff
Crow Wing County Administration	Deborah Erickson	County Administrator
Crow Wing County Highway Department	Timothy Bray	County Engineer
Crow Wing County Highway Department	Robert Hall	Assistant County Engineer
Crow Wing County Land Services	Gary Griffin	Land Services Director
Crow Wing County Land Services	Maggie Young	GIS Specialist
Crow Wing County Community Services	Kara Terry	Community Services Director
Crow Wing County Community Services	Jacklin Steege	PHEP Coordinator
Crow Wing County Emvionmental Services Supervisor	Tom Strack	Environmental Services Supervisor
Crow Wing County IT Manager	Jason Walkowiak	IT Manager
Crow Wing County Information Technology	Nate Rose	GIS Coordinator
Crow Wing County Public Information Officer	Darcy Dwyer	Public Information Officer
Crow Wing County Board of Commissioners	Paul Koering	District 1 Commissioner
Crow Wing County Board of Commissioners	Jon Lubke	District 2 Commissioner/Chair
Crow Wing County Board of Commissioners	Steve Barrows	District 3 Commissiner/Vice Chair
Crow Wing County Board of Commissioners	Rosemary Franzen	District 4 Commissioner
Crow Wing County Board of Commissioners	Jamie Lee	District 5 Commissioner
Crow Wing County Board of Commissioners	Doug Houge	District 5 Commissioner
City of Baxter	Bradley Chapulis	City Clerk
City of Baxter	Matt Maier	Police Chief
City of Brainerd	Patrick Wussow	City Clerk
City of Brainerd	Nick Broyles	City Administrator
City of Brainerd	John Davis	Police Chief
City of Brainerd	Tim Holmes	Fire Chief
City of Breezy Point	David Chanski	City Clerk

City of Breezy Point	Brian Sandell	Police Chief
Crooked Lake Fire Department	Nick Usherwood	Fire Chief
City of Crosby	Trish Herren	City Administrator
City of Crosby	Matthew Hill	City Clerk
City of Crosby	Mike VanHorn	Police Chief
City of Crosby	Shayne Jacobs	Fire Chief
City of Crosslake	Char Nelson	City Clerk
City of Crosslake	Jake Maier	Police Chief
City of Crosslake	Chip Lohmiller	Fire Chief
City of Cuyuna	Bill Bedard	City Clerk
City of Cuyuna	Jesse Smith	Police Chief
City of Cuyuna	Karl Hasskamp	Fire Chief
City of Deerwood	Lee Russell	City Clerk
City of Deerwood	Michael Bondle	Fire Chief
City of Emily	Cari Johnson	City Clerk
City of Emily	Mark Taylor	Police Chief
City of Emily	Chad Genz	Fire Chief
City of Fifty Lakes	Ann M. Raph	City Clerk
City of Fifty Lakes	Jesse Anderson	Fire Chief
City of Fort Ripley	Sherry Chisholm	City Clerk
City of Garrison	Jeff Turk	City Clerk
City of Garrison	Cori Erickson	Fire Chief
City of Ironton	Emma Pratt	City Clerk
City of Ironton	Jeff Thompson	Fire Chief
Ideal Fire Department	J. Craig Wallace	Fire Chief
City of Jenkins	Cassandra Delougherty	Deputy City Clerk
City of Jenkins	Krista A. Okerman	City Clerk
City of Manhattan Beach	Marlene Yurek	City Clerk
Mission Fire Department	Chad Allord	Fire Chief
City of Nisswa	Kiki Lindbery	City Clerk
City of Nisswa	Jenny Max	City Administrator
City of Nisswa	Craig Taylor	Police Chief
City of Nisswa	Shawn Bailey	Fire Chief
City of Pequot Lakes	Angie Duus	City Clerk
City of Pequot Lakes	Mike Davis	Police Chief
City of Pequot Lakes	Mike Schwankl	Fire Chief
City of Riverton	Alexandra Booth	City Clerk
City of Trommald	Mona R. Geske	City Clerk
Bay Lake Township	Carol Pundt	Clerk
Center Township	Coralea Borden	Clerk
Crow Wing Township	Sue Kern	Clerk
Daggett Brook Township	Gretchen Nelson,	Clerk
Deerwood Township	Carol Pundt	Clerk
Fairfield Township	Marianne Auge	Clerk

Fort Ripley Township	Megan Lieser	Clerk
Gail Lake Township	Cathy Erickson	Clerk
Garrison Township	Amy Mickelson	Clerk
Ideal Township	Craig Wallace	Clerk
Ideal Fire	Luke Hanson	Fire Chief
Irondale Township	Angela Fort	Clerk
Jenkins Township	Jim Olsen	Clerk
Lake Edward Township	Loni Burnard	Clerk
Little Pine Township	Abra Hawley	Clerk
Long Lake Township	Patsy Olson	Clerk
Maple Grove Township	Norene Warta	Clerk
Mission Township	Anna Anderson	Clerk
Nokay Lake Township	Alan Cunningham	Clerk
Oak Lawn Township	Deb Borg	Clerk
Pelican Township	Linda Benson	Clerk
Perry Lake Township	Sherry Habighorst	Clerk
Platte Lake Township	Robert Dambowy	Clerk
Rabbit Lake Township	Linda Danielson	Clerk
Roosevelt Township	Breanna Cielinski,	Clerk
Ross Lake Township	Casey Tscheu	Clerk
Saint Mathias Township	Cassey Veith	Clerk
Timothy Township	Avalon (Loni) Porta	Clerk
Wolford Township	Kimberly Marquart	Clerk
LOCAL & REGIONAL AGENCIES INVOLVED IN HAZARD MITIGATION		
MN HSEM	Kelvin McCuskey	Region 2 Regional Program Coordinator
Crow Wing Soil & Water Conservation District	Melissa Barrick	District Manager
MN DNR Ecological and Water Resources Division	Jacob Frie	Area Hydrologist
MnDOT District 3A	Mike Ginnaty	District Engineer
MN DNR Firewise	Laura Murphy	NE MN Firewise Specialist
MN DNR Fire Division of Forestry	Craig Schultz	Backus Area Fire Program
MN DNR Wildland Aviation, Division of Forestry	Sandra Youngblom	Airtanker Base Manager, Brainerd Tanker Base
MN DNR Crow Wing State Park		Park Manager
National Weather Service - Duluth Office	Joseph Moore	Meteorologist
Minnesota Pollution Control Agency (MPCA)	Mark Smith	Environmental Specialist
Brainerd Airport	Kassandra Loftus	Deputy Director
Brainerd Airport	Steve Wright	Director
BUSINESSES, ACADEMIA, AND OTHER PRIVATE ORGS.		
Brainerd Public School District	Peter Grant	Superintendent (interim)

Pequot Lakes Public Schools	Kurt Stumpf	Superintendent
Crosby-Ironton Public School District	Jamie Skjeveland	Superintendent
Essentia Health-St. Joseph's Medical Center (Brainerd)	Ashley Auge	Trauma Program Coordinator
Cuyuna Regional Medical Center	Dan Hoffard	CRMC
Crow Wing Power	Eric Quale	Crow Wing Power
Mille Lacs Energy Cooperative	Ann Espeseth	Mille Lacs Enercy
Mille Lacs Energy Cooperative		Mille Lacs Enercy
NONPROFIT ORGS/COMMUNITY-BASED ORGS THAT WORK WITH UNDERSERVED COMMUNITIES AND SOCIALLY VULNERABLE POPULATIONS		
MN Dept of Humand Services - Direct Care & Treatment	Gina Wieler	Emergency Manager
MN Dept of Humand Services - Direct Care & Treatment	Joel Nelson's	Direct Care and Treaatment
American Red Cross	Owen Fifield	Disaster Program Manager
Salvation Army	Capt. Jeff Curran	Regional Contact
Brainerd Community Action		Executive Director
NEIGHBORING JURISDICTIONS		
Cass County Emergency Management	Chad Emery	Emergency Management Deputy Director
Aitkin County Emergency Management	Dan Guida	Sheriff / EM Director
Aitkin County Emergency Management Deputy	Patice Erickson	Deputy EM
Mille Lacs County Emergency Management	Andy Beckstrom	Emergency Management Director
Morrison County Emergency Management	Victoria MacKissock	EM Deputy Director
Mille Lacs Band of Ojibwe	Monte Fronk	Emergency Management Director

From: Liz Gleason

To: Clayton Barg; coadmin; coadmin; Tim Bray; Rob Hall; Gary Griffin; Maggie Young; Kara Terry; Jacklin Steege; Tom Strack; Jason Walkowiak; Nate Rose; Darcy Dwyer; Paul Koering; Jon Lubke; Steve Barrows; Rosemary Franzen; Doug Houge; Bradley Chapulis; Matt Maier; admin@ci.brainerd.mn.us; nbroyles@ci.brainerd.mn.us; John Davis; Tim Holmes; cityadmin@cityofbreezypointmn.us; Brian Sandell; Crookedlakefire@gmail.com; Matthew Hill; Mike Vanhorn; Jay DeCent; Char Nelson; jake.maier@crosslake.net; Chip Lohmiller; Bill Bedard; Jesse Smith; Karl Hasskamp; Lee Russell; Michael Bodle; clerk@emily.net; Mark Taylor; Chad Genz; clerk@fiftylakesmn.com; andyhemphill@hotmail.com; chisholm1269@gmail.com; cityclerk@cityofgarrison.com; firedepartment@cityofgarrison.com; Amanda Meyer; Craig Wallace; cassandra.delougherty@cityofjenkins.com; Krista Okerman; Marlene Yurek; chief1@missiontownship.org; kiki@ci.nisswa.mn.us; jmax@cityofnisswa.gov; craig@nisswapolice.com; shawn@gulllakemgmt.com; aduus@pequotlakes-mn.gov; Mike Davis; Tom Nelson; Alexandra Booth; Mona Geske; Carol Pundt; Coralea Borden; Duane Ruona; GretchenNelson; Carol Pundt Deerwood; Marianne Auge; Megan Lieser; Carol Johnson; Amy Mickelson; Craig Wallace; Gayle Hanson; chefjfo@gmail.com; Loni Burnard; Abra Hawley; Patsy Olson; norene50@outlook.com; Anna Anderson; Alan Cunningham; Deb Borg; Jody Wallin; Sherry Rocholl; plattelaketownship@yahoo.com; Linda Danielson; Breanna Cielinski; rosslaketwp@gmail.com; Cassey Veith; lonip@timothytownship.com; wolfordclerk@castle-web.com; Mccuskey, Kelvin (DPS); Melissa Barrick; Jacob.Frie@state.mn.us; mike.ginnaty@state.mn.us; Laura.murphy@state.mn.us; craig.schultz@state.mn.us; sandra.youngblom@state.mn.us; joseph.moore@noaa.gov; mark.smith@state.mn.us; peter.grant@isd181.org; kstumpf@isd186.org; jskjeveland@ci.k12.mn.us; ashley.auge@essentiahealth.org; daniel.hoffard@cuyunamed.org; quale@cwpower.com; ANNE@mlecmn.com; mlec@mlecmn.net; gina.wieler@state.mn.us; joel.p.nelson@state.mn.us; Owen.fifield@redcross.org; Jeff.Curran@usc.salvationarmy.org; info@brainerdcommunityaction.org; Chad Emery; dan.guida@co.aitkin.mn.us; Patrice Erickson; andy.beckstrom@millelacs.mn.gov; victoriam@co.morrison.mn.us; Monte.Fronk@millelacsband.com

Cc: Bonnie K Hundrieser; Stacey Stark

Subject: CROW WING COUNTY Hazard Mitigation Plan Update - Meeting Invitation

Date: Tuesday, December 10, 2024 12:57:20 PM

Attachments: image001.png

Greetings,

Your presence is requested at a Planning Team Meeting for the update of the Crow Wing County Hazard Mitigation Plan. You are requested to participate in this meeting because you have a position of administrative or departmental responsibility within the county, a municipal government, or are a key stakeholder related to the planning process. Emergency Managers from neighboring jurisdictions are also encouraged to attend so we may strengthen our shared mitigation efforts.

We will be holding the meeting virtually using Zoom conferencing:

Date: Wednesday, January 22, 2025
Time: 10:00-11:30 AM
RSVP: https://umn-private.zoom.us/webinar/register/WN_sgF1BLNYQV-fqcDXXPN4SA

(Ctrl+Click to follow link) When you register, you will be placed on an RSVP list and will be sent an email confirmation. If you are not able to attend, please seek to send another representative in your stead.

In-person meeting option: CWC Emergency Management will have a room available where you can join us for the meeting if you are not able to join remotely. Please email our EM Coordinator Liz Gleason (Liz.Gleason@crowwing.gov) if you wish to join us in person.

About the Hazard Mitigation Plan
In order to maintain eligibility for FEMA Hazard Mitigation Assistance (HMA) Grant Program funding, the county's hazard mitigation plan must be updated every 5 years.

Our last plan is due for an update and our planning is currently underway. The plan addresses the natural hazards that face Crow Wing County and will result in the identification of mitigation actions that will help to reduce or eliminate the impact of future hazard events.

Meeting Information
This meeting will be facilitated by personnel from U-Spatial at the University of MN Duluth who are working closely with us on this project. The purpose of this meeting is to present on the update of the Crow Wing County HMP update and gather stakeholder feedback on several key discussion items, including:

1) Prioritization of the natural hazards to be profiled in the plan,
2) Identification of local vulnerabilities (i.e., infrastructure and populations),
3) Ideas for local mitigation actions for implementation, and
4) Review of FEMA Hazard Mitigation Assistance grant funding opportunities.

About FEMA HMA Grant Funding:
To learn more about FEMA's HMA grant programs, please review the following:
FEMA Mitigation Assistance Program and Policy Guide, Effective July 30, 2024
At a glance info: See Table 4, Eligible Activities by Program (page 43)

Please note that representatives from the county, local governments, and other stakeholder agencies/organizations must have documented participation in the planning process in order to formally adopt the plan and be eligible to apply for future FEMA HMA grants.

We look forward to you joining us for this important meeting.

Thank you,

Liz Gleason
Emergency Management Coordinator
Crow Wing County Sheriff's Office
304 Laurel St
Brainerd, MN 56401
(218) 829-4749
Liz.Gleason@crowwing.gov
crowwing.us/sheriff

Leadership • Visibility • Preparation

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Crow Wing County
Hazard Mitigation Plan Update 2025
Planning Team Meeting #1

JANUARY 22, 2025

CROW WING COUNTY MINNESOTA

U-SPATIAL
UNIVERSITY OF MINNESOTA DULUTH
Driven to Discover

Welcome & Introductions

U-Spatial@UMD Project Leads



Stacey Stark
Project Manager
U-Spatial@UMD



Bonnie Hundrieser
HM Planning Specialist
Hundrieser Consulting LLC

Crow Wing County Project Lead

- Clayton Barg, Crow Wing County Emergency Management Director
- Liz Gleason, EM Coordinator

Crow Wing County EMERGENCY MANAGEMENT

Please type your name and representation in the CHAT – so others know who is here

PRESENTER: STACEY STARK

Meeting Participation

To make a comment or ask a question, please use the chat or raise your hand to speak.

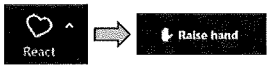
PLEASE REMAIN MUTED AND VIDEO OFF SO EVERYONE CAN HAVE THE BEST EXPERIENCE.

USE CHAT:



- To send a message to everyone
- To send a message to individuals or the presenters
- To send a message to host to ask for help or ask a question that isn't for the whole group. The host is Stacey Stark.

ASK TO SPEAK:



PRESENTER: STACEY STARK

Meeting Purpose & Agenda



The purpose of this meeting is to formally convene the Crow Wing County HMP Planning Team for a presentation on the plan update and to discuss key items required for the plan update.

Agenda

- Overview of HMP Key Points
- Review of Past Plan Hazard Risk Priorities, Hazard Profiles, and Current Hazard Prioritization
- Overview of Mitigation Strategies
- Overview of FEMA HMA grant program
- Discuss local mitigation ideas
- Overview of Next Steps

PRESENTER: STACEY STARK

Overview of HMP Key Points

CROW WING COUNTY 2025 HMP UPDATE

PRESENTER: BONNIE HUNDRIESER

Plan Requirement



The Hazard Mitigation Plan (HMP) is a requirement of the Federal Disaster Mitigation Act of 2000 (DMA 2000).

- The development of a local government plan is required to maintain eligibility for FEMA HMA grant programs.
- Plans must be updated every 5 years.
- Must address all jurisdictions and engage key stakeholders + the public
- Must be approved by FEMA for meeting all federal requirements.

Crow Wing County HMP Update 2025

- Last plan was adopted in 2017.
- The updated plan will cover a 5-year window for implementation and grant program eligibility **(2026-2031)**
- Participating jurisdictions must have documented engagement in the planning process and adopt the final plan.

PRESENTER: BONNIE HUNDRIESER

Plan Purpose



The purpose of the HMP is to:

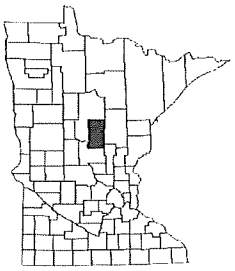
- Conduct risk assessment (history, future probability, impacts of natural hazards)
- Conduct vulnerability assessment (at-risk critical infrastructure and populations)
- Conduct capabilities assessment (plans, programs, policies, partnerships, funding, etc in place or that are lacking)
- Develop plan of action (strategies and mitigation actions for implementation).

PRESENTER: BONNIE HUNDRIESER

Who the Plan Covers

This is a multi-jurisdictional plan that covers Crow Wing County, including all cities and townships within the county.

The plan also takes into consideration the needs and concerns of other stakeholders such as schools, watershed districts, and agencies or organizations involved in mitigation or services to vulnerable populations within the county.



PRESENTER: BONNIE HUNDRIESER

Who Participates



Key Stakeholders

Local government as well as related non-governmental agencies & organizations must participate.

- 2 planning team meetings
- Public outreach
- Provision of local information (LMS forms, other data)
- Mitigation Action Charts
- Final plan review

The Public

The public must have an opportunity to learn about and provide input to the plan update.

- Use of news releases, social media, local bulletin boards, and public meetings or events.
- Must document local-level concerns and mitigation ideas
- Consider how to engage with underserved communities and vulnerable populations.

POLL #1

PRESENTER: BONNIE HUNDRIESER

Overview of Plan Content

CROW WING COUNTY 2025 HMP UPDATE

PRESENTER: STACEY STARK

Plan Content
Hazard Identification

- The HMP addresses the natural hazards that pose risk to the county and its jurisdictions.
- Manmade hazards are not required to be addressed (per the DMA 2000).
- Hazards that are deemed to be of low risk may be omitted from the plan.
- Hazard risk may differ in cities and the county overall.

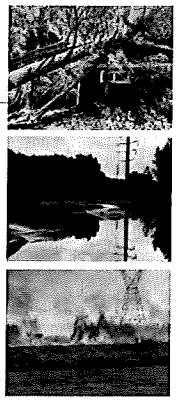
Flooding	Hail	Drought
Dam/Levee Failure	Lightning	Extreme Heat
Wildfire	Winter Storms	Extreme Cold
Windstorms	Landslides	Earthquakes
Tornadoes	Sinkholes & Karst	Coastal Erosion

Natural hazard categories as per the State Hazard Mitigation Plan

PRESENTER: STACEY STARK

Plan Content
Risk Assessment

- History of events
- Probability of occurrence
- Severity
- Climate Change
- Identify if and how risk priorities have changed since the last plan. (Increased / Decreased)



PRESENTER: STACEY STARK

Plan Content
Vulnerability Analysis





- Inventory of critical infrastructure.
- Identify specific, local-level impacts and vulnerabilities.
- Includes local-level capabilities assessment that supports mitigation or identifies gaps
- Identify any factors (e.g. new development) that may increase the community's vulnerability.
- Review social vulnerability factors.

POLL #2

Timeframe for development & Plan Format

Timeframe:

The planning process generally occurs over the course of 14-18 months from start to finish.

- The Crow Wing County Plan will be completed in **2025.**

Format:

- PDF document (paper version)
- Interactive website companion
- Developed and hosted by U-Spatial at UMD



Example HMP website

Hazard Prioritization

REVIEW OF THE HAZARD RISK PRIORITIES FOR CROW WING COUNTY

Crow Wing County Past Prioritization of Hazards

This is at a county level

HAZARD	Crow Wing 2015
Flooding	Moderate
Winter Storms	High
Windstorms	High
Tornadoes	High
Hail	High
Lightning	High
Extreme Cold	Moderate
Extreme Heat	Moderate
Drought	Low
Wildfire	Moderate
Landslides	Low
Land Subsidence	n/a
Dam/Levee Failure	Low

POLL #3

Crow Wing County 2025 Update of Hazard Prioritization

Considerations:

- Increase/Decrease of events
- Local vulnerabilities (impacts)
- New development/population growth

HAZARD	Crow Wing 2025
Flooding	
Winter Storms	
Windstorms	
Tornadoes	
Hail	
Lightning	
Extreme Cold	
Extreme Heat	
Drought	
Wildfire	
Landslides	
Land Subsidence	
Dam/Levee Failure	

Hazard Prioritization Poll results and discussion

Do any of these countywide hazards NOT apply in a city?

Comments or Questions?

PRESENTER: STACEY STARK

Overview of Mitigation Actions & FEMA grants

DEVELOPMENT OF MITIGATION ACTIONS AND ACTIVITIES ELIGIBLE FOR FEMA HAZARD MITIGATION ASSISTANCE GRANT FUNDING

PRESENTER: BONNIE HUNDRIESER

Mitigation Action Charts



MACs reflect each jurisdiction's plan of action to reduce the impacts of future natural hazard events. They are based on the information gathered from each community during the planning process.

- Must address hazards of moderate to high priority.
- Must address identified local vulnerabilities.
- Must identify priority, status, timeframe, responsibility, how incorporation/implementation will occur, and possible funding.

★ Eligible FEMA HMA grant activities must be identified in the risk assessment and plan of action.

PRESENTER: BONNIE HUNDRIESER

CITY OF BALATON — **Mitigation Action Chart**

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Extreme Cold	Education & Awareness Programs	Conduct outreach to property owners on how to avoid freezing pipes during periods of extreme cold.	Existing High 2025-2030	City Admin / City EM	We do this as part of our outreach during periods of extreme cold. We remind homeowners to run a stream of hot water to avoid frozen pipes during periods of extreme cold.	City Funding
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Obtain a portable generator for our City Hall and Community Center that serves as our local shelter if people are displaced from a severe storm event or extended power outage	New High 2025-2030	City EM / City Public Works	The city will work to purchase a generator as funding is available. If necessary, we will look possible outside grant funding.	City Funding, FEMA 5% Initiative Grant Funding
7	Severe Summer Storms	Structure & Infrastructure Projects	Work with the local mobile home park owner to construct a storm shelter or tornado safe room.	New High 2025-2030	City EM, Public Works	The city will work with our local mobile home park operator to evaluate possible shelter solutions, or to establish an alternate facility location for residents to take shelter. The city would work with Lyon County Emergency Management to seek potential FEMA grant funding for a tornado safe room.	City Funding, FEMA BRIC grant funding
8	Drought	Local Planning & Regulation / Education & Awareness Programs	Establish and enforce watering use restrictions when in periods of severe drought and raise public awareness of water conservation measures.	New Moderate 2025-2030	City Admin	The city will enforce emergency water use restrictions as per direction from the MN DNR. The city will also do outreach to help make residents aware of limitations on non-essential water use. We recently developed a new lawn irrigation ordinance.	City Funding
9	Flooding	Structure & Infrastructure Projects	Implement new storm sewer upgrades as economical projects and purchase additional pumps in the event of flooding	Existing Moderate 2025-2030	City Public Works	Our public works staff members and advisors on storm water infrastructure upgrades and equipment as needed	City funding

FEMA HMA Grant Funding



- All applicants must be covered by an approved HMP and have formally adopted the plan.
- Projects must be addressed in the risk assessment and be identified in the plan of action.
- Several different grant programs
- State Hazard Mitigation Officer is the main POC for questions

Example eligible grant activities:

- Property Acquisition
- Tornado Safe Rooms
- Burying Powerlines
- Wildfire Mitigation
- Soil Stabilization
- Minor Localized Flood Reduction
- Green Infrastructure
- "5% Initiative" (e.g. warning systems, generators, public awareness/education campaigns)

PRESENTER: BONNIE HUNDRIESER

Overview of Mitigation Strategies

THE FOLLOWING STRATEGIES ARE RECOMMENDED GUIDANCE IN THE DEVELOPMENT OF LOCAL MITIGATION ACTIONS

LOCAL PLANNING & REGULATIONS

These actions include policies or codes that influence the way land is developed and structures are built, and also incorporate mitigation into other plans.

- Limit or restrict development in floodplain areas
- Adopt and enforce building codes
- Improve stormwater management planning
- Incorporate mitigation into comp plans
- Enforce watering / burning restrictions during periods of drought

NATIONAL FLOOD INSURANCE PROGRAM

BUILDING CODE

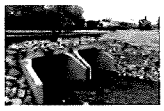
BOARD OF WATER AND SOIL RESOURCES

One Watershed One Plan

STRUCTURE & INFRASTRUCTURE PROJECTS

These actions protect structures and infrastructure by changing them or removing them from danger.

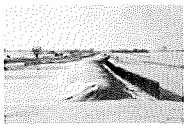
- Construction of tornado safe rooms.
- Burying powerlines
- Property acquisition for properties at risk to repetitive flooding or failure to landslides
- Infrastructure retrofit (upsizing culverts, other road & bridge projects)
- Protection of vulnerable critical infrastructure such as lift stations and Fire Halls


NATURAL SYSTEMS PROTECTION

These actions use a natural systems approach to minimize damage and losses from natural hazard events.

- Tree management near roads & powerlines
- Floodplain and stream restoration
- Soil stabilization on at-risk slopes
- Wildfire fuels reduction & defensible space
- Living snow fences to reduce drifting
- Rain gardens to slow impacts of rain events

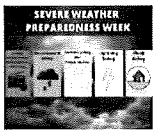




EDUCATION & AWARENESS PROGRAMS

CodeRED

These actions inform and educate the community to raise awareness of hazards and ways to mitigate risk.

- Promoting sign up for CodeRED etc.
- Sharing information on severe weather awareness
- Promoting personal preparedness
- Tornado season education
- Outreach to vulnerable populations
- Wildfire safety (creation of defensible space, burning restrictions)







MITIGATION PREPAREDNESS & &RESPONSE SUPPORT

These actions are typically not considered mitigation, but support reduction of the effects of damaging natural hazard events.

- Flood fight plans and equipment
- Installing generator backup power
- Development of EOPs
- Shelter planning and training
- Working with facilities that care for vulnerable populations (e.g. schools, nursing homes)
- Installation of outdoor warning sirens.
- Joining MnWARN for utility disaster mutual aid



Emergency Operations Plan



MnWARN

Comments or Questions?

Do you have any ideas for specific mitigation activities for implementation?



Following Planning Team Meeting #1

COMPLETION OF LOCAL MITIGATION SURVEY FORMS

Representatives from Crow Wing County and each city jurisdiction will participate in filling out Local Mitigation Survey forms. These forms include:

- Local hazard identification & risk prioritization.
- Local vulnerabilities (critical infrastructure, populations or assets)
- Local-level capabilities (programs, polices, staff, funding)
- Review past mitigation actions/identify new mitigation projects.

PRESENTER: BONNIE HUNDRIESER

Questions?

What questions do you have for U-Spatial@UMD about development of the HMP or next steps?

PRESENTER: STACEY STARK

Contact Information

Stacey Stark, MS, GISP
U-Spatial@UMD
slstark@d.umn.edu
218-726-7438

Bonnie Hundrieser, HM Planner
Hundrieser Consulting LLC
hundrieserconsulting@outlook.com
218-343-3468

U-SPATIAL
UNIVERSITY OF MINNESOTA DULUTH
Driven to Discover

HUNDRIESER CONSULTING LLC

PRESENTER: STACEY STARK

Crow Wing County HMP Planning Team Meeting #2
9/23/25 Meeting Summary & Documentation

Summary: On September 23, 2025, Crow Wing County Emergency Management convened key county, city, and township representatives, as well as neighboring jurisdictions and other stakeholders to participate in the 2nd and final Planning Team Meeting for the update of the Crow Wing County Hazard Mitigation Plan (HMP). The purpose of the meeting was to formally convene the Crow Wing County HMP Planning Team for a presentation on the draft plan and discussion of key items prior to public review and submission of the plan to HSEM and FEMA. The meeting was held via Zoom webinar video conference and was facilitated by Jane Lindelof and Bonnie Hundrieser of the U-Spatial@UMD project team.

Stakeholder Invitations: Crow Wing County Emergency Management invited all stakeholders included on the county's HMP Update Jurisdictional Contact List (JCL), which includes the key County Contacts, City Contacts, Township Contacts, Other Stakeholder Contacts, and Neighboring Jurisdiction Contacts identified to be invited to participate in the plan update process. Contacts were encouraged to engage additional staff or to send someone in their stead if they could not attend. A copy of the county's Jurisdictional Contact List is included with this meeting summary.

Meeting Participants: A total of **43** people attended the meeting. Representation included elected officials and departmental staff from Crow Wing County and the cities of Baxter, Brainerd, Breezy Point, Crosby, Crosslake, Cuyuna, Deerwood, Emily, Fifty Lakes, Garrison, Ironton, Jenkins, and Nisswa. The cities of Fort Ripley, Manhattan Beach, Pequot Lakes, Riverton, and Trommald were not available to participate and were not in attendance. Other stakeholders, including neighboring jurisdictions, participated in the meeting. A participant list is provided below:

1 Clayton Barg, Crow Wing County Sheriff's Office, Emergency Management Director
2 Liz Gleason, Crow Wing County Sheriff's Office, Emergency Management Coordinator
3 Darcy Dwyer, Crow Wing County, Public Information Officer
4 Gary Griffin, Crow Wing County, Land Services Director
5 Tom Strack, Crow Wing County - Land Services, Environmental Services Supervisor
6 Maggie Young, Crow Wing County - Land Services, Sr. Operations Specialist
7 Rob Hall, Crow Wing County Highway Dept., Assist. County Engineer
8 Brian Berent, Crow Wing County Highway Dept., Highway Maintenance Manager
9 Jacklin Steege, Crow Wing County Public Health, PHEP Coordinator
10 Jaimie Lee, Crow Wing County, County Commissioner
11 Jason Walkowiak, Crow Wing County I.T. Dept., I.T. Director
12 Matt Maier, City of Baxter Police Dept., Police Chief
13 Tim Holmes, City of Brainerd Fire Dept., Fire Chief/ EM
14 Brian Sandell, City of Breezy Point Police Dept., Chief of Police
15 Allie Polsfuss, City of Breezy Point, City Administrator
16 Michael Van Horn, City of Crosby Police Dept., Chief
17 Shayne Jacobs, City of Crosby Fire Dept., Chief

18 Dallas Dietz, City of Crosby Fire Dept., Chief 2
19 Chip Lohmiller, City of Crosslake Fire Dept., Chief/EM
20 William Bedard, City of Cuyuna, Clerk-Treasurer
21 Jesse Smith, City of Cuyuna Police Dept., Chief of Police
22 Mark Taylor, City of Deerwood, Police Chief
23 Brian Foster, City of Emily, Maintenance Supervisor/EM Director
24 Calen Spindler, City of Emily, Maintenance Worker
25 Blair Mileski, City of Emily Fire & Rescue, Fire Chief
26 Ann Raph, City of Fifty Lakes, Clerk-Treasurer
27 Corri Erickson, City of Garrison Fire & Rescue, Fire Chief
28 Emma Pratt, City of Ironton, Clerk/Treasurer
29 Cassandra Delougherty, City of Jenkins, City Clerk-Treasurer/Planning & Zoning Administrator
30 Scott Williams, City of Nisswa Police Dept., Sergeant
31 Sue Kern, Crow Wing Township, Township Clerk
32 Jon Auge, Mission Township, Town Board Chair
33 Jim Guida, St. Mathias Township, Township Supervisor
34 Linda Danielson, Rabbit Lake Township, Township Clerk
35 David Peterson, Timothy Township, Town Board Supervisor
36 Kelvin McCuskey, HSEM, Regional Program Coordinator
37 Eric Quale, Crow Wing Power, Chief Executive Officer
38 Craig Schultz, MN DNR, Wildfire Program
39 Gina Wieler, Direct Care and Treatment, Emergency Manager
40 Jacob Frie, MN DNR, Area Hydrologist
41 Michael Palmer, Minnesota DNR, Regional Firewise Specialist
42 Patrice Erickson, Aitkin County Sheriff Office, Dispatch Supervisor/Deputy EM Director
43 Chad Emery, Cass County Sheriff's Office, Deputy Sheriff / Deputy EM Director

Presentation Overview: The PowerPoint presentation covered the following items about the process and content of the plan update. A PDF of the presentation slides is included with this meeting summary.

- Meeting Purpose and Agenda
- About the Project Team
- Overview of Plan Update
- Who the Plan Covers
- Who Needs to Participate
- Overview of the Structure of the HMP (Website and PDF)
- Prioritization of Natural Hazards
- Review of Risk Assessment Factors and Hazard Profiles
- Overview of Mitigation Action Charts and FEMA HMA Grant Funding
- Review of Mitigation Strategies and Actions
- Open Discussion (Comments and Questions)
- Discussion of Next Steps & answer your questions

The opening PowerPoint presentation covered a re-cap of key points about the plan update, a review of the Risk Assessment & Vulnerability Analysis, an overview of FEMA Hazard Mitigation Assistance (HMA) grant funding; an overview of how mitigation actions are developed and an overview of the jurisdictional Mitigation Action Charts (MACs). Following the presentation, participants were provided with an opportunity to review and discuss the county and local mitigation action charts. This discussion period offered a facilitated opportunity for participants to consider any changes or new additions to the MACs prior to completion of the draft plan for public review.

CROW WING COUNTY HMP PLANNING TEAM MEETING #2 DISCUSSION NOTES

- There were no questions or discussion items from participants during the presentation.

Meeting Conclusion: The meeting concluded with an overview and timeline of the upcoming next steps for public review and submission of the draft plan to HSEM and FEMA for final review and approval.

Included with this meeting summary are the following:

- Crow Wing County HMP Jurisdictional Contact List
- Meeting Invitation to Stakeholders
- PowerPoint Presentation Slides

Meeting Summary Prepared By: Bonnie Hundrieser, U-Spatial@UMD Project Team

CROW WING COUNTY HMP JURISDICTIONAL CONTACT LIST

Following is a list of the stakeholders that received an invitation to participate in Planning Team Mtg. #2 and will receive the meeting summary.

REPRESENTATION	NAME	TITLE
Crow Wing County Emergency Management	Clayton Barg	Emergency Management Director
Crow Wing County Emergency Management	Liz Gleason	EM Coordinator
Crow Wing Sheriff's Office	Eric Klang	County Sheriff
Crow Wing County Administration	Deborah Erickson	County Administrator
Crow Wing County Highway Department	Timothy Bray	County Engineer
Crow Wing County Highway Department	Robert Hall	Assistant County Engineer
Crow Wing County Land Services	Gary Griffin	Land Services Director
Crow Wing County Land Services	Maggie Young	GIS Specialist
Crow Wing County Community Services	Kara Terry	Community Services Director
Crow Wing County Community Services	Jacklin Steege	PHEP Coordinator
Crow Wing County Envionmental Services Supervisor	Tom Strack	Environmental Services Supervisor
Crow Wing County IT Manager	Jason Walkowiak	IT Manager
Crow Wing County Information Technology	Nate Rose	GIS Coordinator
Crow Wing County Public Information Officer	Darcy Dwyer	Public Information Officer
Crow Wing County Board of Commissioners	Paul Koering	District 1 Commissioner
Crow Wing County Board of Commissioners	Jon Lubke	District 2 Commissioner/Chair
Crow Wing County Board of Commissioners	Steve Barrows	District 3 Commissiner/Vice Chair
Crow Wing County Board of Commissioners	Rosemary Franzen	District 4 Commissioner
Crow Wing County Board of Commissioners	Jamie Lee	District 5 Commissioner
City of Baxter	Bradley Chapulis	City Clerk
City of Baxter	Darrel Olson	Mayor
City of Baxter	Matt Maier	Police Chief
City of Brainerd	Patrick Wussow	City Clerk
City of Brainerd	Dave Bedeaux	Mayor
City of Brainerd	Nick Broyles	City Administrator
City of Brainerd	Michael Habighorst	Public Works Director
City of Brainerd	jessie Dehn	City Engineer
City of Brainerd	John Davis	Police Chief
City of Brainerd	Tim Holmes	Fire Chief
City of Breezy Point	David Chanski	City Clerk
City of Breezy Point	Todd Roggenkamp	Mayor

City of Breezy Point	Brian Sandell	Police Chief
Crooked Lake Fire Department	Nick Usherwood	Fire Chief
City of Crosby	Trish Herren	City Administrator
City of Crosby	Diane Cash	Mayor
City of Crosby	Mike VanHorn	Police Chief
City of Crosby	Shayne Jacobs	Fire Chief
City of Crosslake	Lori A. Conway	City Administrator
City of Crosslake	Char Nelson	City Clerk
City of Crosslake	Jackson Purfeerst	Mayor
City of Crosslake	Jake Maier	Police Chief
City of Crosslake	Chip Lohmiller	Fire Chief
City of Cuyuna	Bill Bedard	City Clerk
City of Cuyuna	Lloyd Brix	Mayor
City of Cuyuna	Jesse Smith	Police Chief
City of Cuyuna	Karl Hasskamp	Fire Chief
City of Deerwood	Lee Russell	City Clerk
City of Deerwood	John V Taylor	Mayor
City of Deerwood	Michael Bondle	Fire Chief
City of Emily	Cari Johnson	City Clerk
City of Emily	Tracy Jones	Mayor
City of Emily	Mark Taylor	Police Chief
City of Emily	Blair Milesky	Fire Chief
City of Fifty Lakes	Ann M. Raph	City Clerk
City of Fifty Lakes	Gary Staples	Mayor
City of Fifty Lakes	Jesse Anderson	Fire Chief
City of Fort Ripley	Sherry Chisholm	City Clerk
City of Fort Ripley		Mayor
City of Garrison	Jeff Turk	City Clerk
City of Garrison	Loren Larson	Mayor
City of Garrison	Cori Erickson	Fire Chief
City of Ironton	Emma Pratt	City Clerk
City of Ironton	Joshua Jacobson	Mayor
City of Ironton	Jeff Thompson	Fire Chief
Ideal Fire Department	J. Craig Wallace	Fire Chief
City of Jenkins	Cassandra Delougherty	Deputy City Clerk
City of Jenkins	Krista A. Okerman	City Clerk
City of Jenkins	Andrew Rudlang	Mayor
City of Manhatten Beach	Marlene Yurek	City Clerk
City of Manhatten Beach	Barb Hanson	Mayor
Mission Fire Department	Chad Allord	Fire Chief
City of Nisswa	(vacant)	City Clerk
City of Nisswa	Jennifer Carnahan	Mayor
City of Nisswa	Maggie Wentler	Interim City Administrator

City of Nisswa	Todd Szymanski	Police Chief
City of Nisswa	Shawn Bailey	Fire Chief
City of Pequot Lakes	Angie Duus	City Clerk
City of Pequot Lakes	Tyler Garnder	Mayor
City of Pequot Lakes	Mike Davis	Police Chief
City of Pequot Lakes	Mike Schwankl	Fire Chief
City of Riverton	Alexandra Booth	City Clerk
City of Riverton		Mayor
City of Trommald	Mona R. Geske	City Clerk
City of Trommald	Jim Hiller	Mayor
Bay Lake Township	Carol Pundt	Clerk
Center Township	Coralea Borden	Clerk
Crow Wing Township	Sue Kern	Clerk
Daggett Brook Township	Gretchen Nelson,	Clerk
Deerwood Township	Carol Pundt	Clerk
Fairfield Township	Marianne Auge	Clerk
Fort Ripley Township	Megan Lieser	Clerk
Gail Lake Township	Cathy Erickson	Clerk
Garrison Township	Amy Mickelson	Clerk
Ideal Township	Craig Wallace	Clerk
Ideal Fire	Luke Hanson	Fire Chief
Irondale Township	Angela Fort	Clerk
Jenkins Township	Jim Olsen	Clerk
Lake Edward Township	Loni Burnard	Clerk
Little Pine Township	Abra Hawley	Clerk
Long Lake Township	Patsy Olson	Clerk
Maple Grove Township	Norene Warta	Clerk
Mission Township	Anna Anderson	Clerk
Nokay Lake Township	Alan Cunningham	Clerk
Oak Lawn Township	Deb Borg	Clerk
Pelican Township	Jody Wallin	Clerk
Pelican Township	Michael McDaid	Supervisor
Perry Lake Township	Sherry Habighorst	Clerk
Platte Lake Township	Robert Dambowy	Clerk
Rabbit Lake Township	Linda Danielson	Clerk
Roosevelt Township	Breanna Cielinski,	Clerk
Ross Lake Township	Casey Tscheu	Clerk
Saint Mathias Township	Cassey Veith	Clerk
Timothy Township	Avalon (Loni) Porta	Clerk
Timothy Township	Dave Peterson	Supervisor
Timothy Township	Dawn Rubner	
Wolford Township	Kimberly Marquart	Clerk
LOCAL & REGIONAL AGENCIES INVOLVED IN HAZARD MITIGATION		

MN HSEM	Kelvin McCuskey	Region 2 Regional Program Coordinator
Crow Wing Soil & Water Conservation District	Melissa Barrick	District Manager
MN DNR Ecological and Water Resources Division	Jacob Frie	Area Hydrologist
MnDOT District 3A	Mike Ginnaty	District Engineer
MN DNR Firewise	Laura Murphy	NE MN Firewise Specialist
MN DNR Fire Division of Forestry	Craig Schultz	Backus Area Fire Program
MN DNR Wildland Aviation, Division of Forestry	Sandra Youngblom	Airtanker Base Manager, Brainerd Tanker Base
MN DNR Crow Wing State Park		Park Manager
National Weather Service - Duluth Office	Joseph Moore	Meteorologist
Minnesota Pollution Control Agency (MPCA)	Mark Smith	Environmental Specialist
National Weather Service - Duluth Office	Joseph Moore	Meteorologist
Brainerd Airport	Kassandra Loftus	Deputy Director
Brainerd Airport	Steve Wright	Director
BUSINESSES, ACADEMIA, AND OTHER PRIVATE ORGS.		
Brainerd Public School District	Peter Grant	Superintendent (interim)
Pequot Lakes Public Schools	Kurt Stumpf	Superintendent
Crosby-Ironton Public School District	Jamie Skjeveland	Superintendent
Essentia Health-St. Joseph's Medical Center (Brainerd)	Ashley Auge	Trauma Program Coordinator
Essentia Health-St. Joseph's Medical Center (Brainerd)	Michael Mittelstaed	Emergency management partner
Cuyuna Regional Medical Center	Tyler Ostman	CRMC
Crow Wing Power	Eric Quale	Crow Wing Power
Mille Lacs Energy Cooperative	Ann Espeseth	Mille Lacs Enercy
Mille Lacs Energy Cooperative		Mille Lacs Enercy
NONPROFIT ORGS/COMMUNITY-BASED ORGS THAT WORK WITH UNDERSERVED COMMUNITIES AND SOCIALLY VULNERABLE POPULATIONS		
MN Dept of Humand Services - Direct Care & Treatment	Gina Wieler	Emergency Manager
MN Dept of Humand Services - Direct Care & Treatment	Joel Nelson's	Direct Care and Treaatment
American Red Cross	Owen Fifield	Disaster Program Manager
Salvation Army	Capt. Jeff Curran	Regional Contact
Brainerd Community Action		Executive Director
NEIGHBORING JURISDICTIONS		
Cass County Emergency Management	Chad Emery	Emergency Management Deputy Director

Aitkin County Emergency Management	Dan Guida	Sheriff / EM Director
Aitkin County Emergency Management Deputy	Patice Erickson	Deputy EM
Mille Lacs County Emergency Management	Andy Beckstrom	Emergency Management Director
Morrison County Emergency Management	Victoria MacKissock	EM Deputy Director
Mille Lacs Band of Ojibwe	Monte Fronk	Emergency Management Director

From:	Liz Gleason
To:	coadmin; coadmin; Tim Bray; Rob Hall; Gary Griffin; Maggie Young; Kara Terry; Jacklin Steege; Tom Strack; Jason Walkowiak; Nate Rose; Darcy Dwyer; Paul Koering; Jon Lubke; Steve Barrows; Rosemary Franzen; Jamie Lee; Bradley Chapulis; dolson@baxtermn.gov; Matt Maier; admin@ci.brainerd.mn.us; dbedeaux@ci.brainerd.mn.us; nbroyles@ci.brainerd.mn.us; mhabighorst@ci.brainerd.mn.us; jdehn@ci.brainerd.mn.us; John Davis; Tim Holmes; cityadmin@cityofbreezypointmn.us; troggenkamp@cityofbreezypointmn.us; Brian Sandell; Crookedlakefire@gmail.com; cityadmin@cityofcrosby.com; diane.cash@cityofcrosby.com; Mike Vanhorn; Shayne Jacobs; Char Nelson; jpurfeerst@cityofcrosslake.org; jake.maier@crosslake.net; Chip Lohmiller; Bill Bedard; Jesse Smith; Karl Hasskamp; Lee Russell; john.taylor@cityofdeerwood.com; Michael Bodle; clerk@emily.net; mayor.tracyjones@cityofemily.com; Mark Taylor; Emily Fire Chief; clerk@fiftylakesmn.com; staplescontruct@msn.com; Fifty Lakes Fire Chief; chisholm1269@gmail.com; cityclerk@cityofgarrison.com; lal348@frontier.com; Garrison Fire; Amanda Meyer; joshjacobson@cityofironton.org; Jeff Thompson; Craig Wallace; cassandra.delougherty@cityofjenkins.com; Krista Okerman; andrew.rudlang@cityofjenkins.com; Marlene Yurek; barbara.hanson3422@icloud.com; chad.allord@gmail.com; kiki@ci.nisswa.mn.us; jcarnahan@cityofnisswa.gov; jmax@cityofnisswa.gov; craig@nisswapolice.com; shawn@gulllakemgmt.com; aduus@pequotlakes-mn.gov; mayor@pequotlakes-mn.gov; Mike Davis; Pequot Lakes Fire District; Alexandra Booth; Mona Geske; JRH19976@hotmail.com; Carol Pundt; Coralea Borden; Duane Ruona; GretchenNelson; Carol Pundt Deerwood; Marianne Auge; Megan Lieser; Carol Johnson; Amy Mickelson; Craig Wallace; hansonproperty218; Gayle Hanson; chefjfo@gmail.com; Loni Burnard; Abra Hawley; Patsy Olson; norene50@outlook.com; Anna Anderson; Alan Cunningham; Deb Borg; Jody Wallin; michaelfmcdaid@gmail.com; Sherry Habighorst; plattelaketownship@yahoo.com; Linda Danielson; Breanna Cielinski; rosslaketwp@gmail.com; Cassey Veith; lonip@timothytownship.com; halibutts150@gmail.com; wfm11572@tds.net; wolfordclerk@castle-web.com; Mccuskey, Kelvin (DPS); Melissa Barrick; Jacob.Frie@state.mn.us; mike.ginnaty@state.mn.us; Laura.murphy@state.mn.us; craig.schultz@state.mn.us; sandra.youngblom@state.mn.us; joseph.moore@noaa.gov; mark.smith@state.mn.us; joseph.moore@noaa.gov; kloftus@brainerdairport.com; swright@brainerdairport.com; peter.grant@isd181.org; kstumpf@isd186.org; jskjeveland@ci.k12.mn.us; ashley.auge@essentiahealth.org; michael.mittelstaedt@essentiahealth.org; tyler.ostman@cuyunamed.org; quale@cwpower.com; ANNE@mlecmn.com; mlec@mlecmn.net; gina.wieler@state.mn.us; joel.p.nelson@state.mn.us; Owen.fifield@redcross.org; Jeff.Curran@usc.salvationarmy.org; info@brainerdcommunityaction.org; Chad Emery; dan.guida@co.aitkin.mn.us; Patrice Erickson; andy.beckstrom@millelacs.mn.gov; victoriam@co.morrison.mn.us; Monte.Fronk@millelacsband.com
Cc:	Bonnie K Hundrieser; Stacey Stark; Clayton Barg
Subject:	CROW WING COUNTY HAZARD MITIGATION PLAN UPDATE – MEETING INVITATION
Date:	Tuesday, August 12, 2025 3:37:15 PM
Attachments:	image001.png

Greetings,

Your presence is requested at the **2nd Planning Team Meeting** for the update of the **Crow Wing County Hazard Mitigation Plan (HMP).** You are requested to participate in this vital meeting because you have a position of administrative or departmental responsibility within either the county, a municipal government, or are a key stakeholder related to the planning process. Emergency Managers from neighboring jurisdictions are also encouraged to attend so we may strengthen our shared mitigation efforts. This meeting will be the final planning meeting for the HMP update process.

We will be holding the meeting virtually using Zoom webinar:

Date: Tuesday, September 23, 2025
Time: 1:00 p.m. – 2:30 p.m.
Register: **Control+Click here to follow to link to register for the meeting**

The purpose of this meeting is to provide an overview of the plan and interactive website, including a review of the updated risk assessment for natural hazards that affect the county. We will also discuss the Mitigation Action Charts that will be specific to Crow Wing County and each city, as well as funding opportunities available under the FEMA Hazard Mitigation Assistance grant programs.

Your participation in this meeting and feedback on the draft plan is important to us. The draft Crow Wing County HMP is nearing completion and will be ready for review by planning team members and the public in the coming weeks.

When you register, you will automatically be placed on an RSVP list. If you are not able to attend, please consider sending another representative in your stead.

Thank you,

Liz Gleason
Emergency Management Coordinator
Crow Wing County Sheriff's Office
304 Laurel St
Brainerd, MN 56401
(218) 829-4749
Liz.Gleason@crowwing.gov
crowwing.us/sheriff

Leadership • Visibility • Preparation

The information contained in this email is intended only for the use of the individual or entity named above. If the reader of this email is not the intended recipient, you are requested to refrain from reading any of the attachments to the email. Please notify the person sending the message of the mistaken delivery immediately.

Crow Wing County
Hazard Mitigation Plan Update 2025
Planning Team Meeting #2

September 23, 2025

CROW WING COUNTY MINNESOTA

U-SPATIAL
UNIVERSITY OF MINNESOTA DULUTH
Driven to Discover

Welcome & Introductions

U-Spatial@UMD Project Leads



Stacey Stark
Project Manager
U-Spatial



Jane Lindelof
Project Coordinator, U-Spatial



Bonnie Hundrieser
HM Planning Specialist
Hundrieser Consulting LLC

Crow Wing County Project Leads

- Clayton Barg, Crow Wing County Emergency Management Director
- Liz Gleason, EM Coordinator

Crow Wing County EMERGENCY MANAGEMENT

Please type your name and representation in the CHAT so others know who is here

PRESENTER: JANE LINDELOF

Zoom Logistics

PLEASE REMAIN MUTED AND VIDEO OFF SO EVERYONE CAN HAVE THE BEST EXPERIENCE.

USE CHAT:

- Send a message to everyone
- Send a message to individuals or
- Send a message to host to ask for help or ask a question that isn't for the whole group. The host is Stacey Stark





ASK TO SPEAK:



PRESENTER: STACEY STARK

Meeting Purpose & Agenda



This meeting formally convenes the Crow Wing County HMP Planning Team for a presentation on the draft plan and discussion of key items prior to public review and submission of the plan to HSEM and FEMA.

Agenda

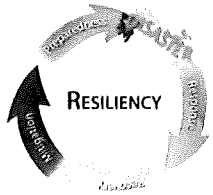
- Recap of Key HMP Points
- Preview of Deliverables
- Review of Risk Assessment & Vulnerability Analysis in Website
- Overview of FEMA HMA Funding and Mitigation Action Charts
- Review & Feedback
- Next Steps

PRESENTER: JANE LINDELOF

Overview of Plan Update

Crow Wing County is updating its **Hazard Mitigation Plan (HMP)** to fulfill a state & federal requirement. The plan must be updated every **5** years. The last plan was adopted in **2017.**

The purpose of the plan is to identify & assess natural hazards that pose risk to the county and its jurisdictions and **develop long-term strategies and mitigation actions** that will help to reduce or eliminate the impact of future hazard or disaster events.



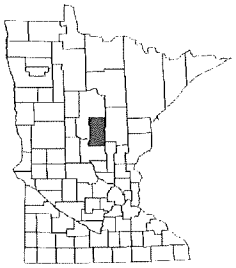
Hazard Mitigation is any action taken to reduce or eliminate long term risk to people and property from natural disasters.

PRESENTER: BONNIE HUNDRIESER

Who the Plan Covers

This is a **multi-jurisdictional plan** that covers Crow Wing County, including all cities and townships within the county.

The plan also takes into consideration the needs and concerns of other stakeholders such as schools, watershed districts, and agencies or organizations involved in mitigation or services to vulnerable populations within the county.



PRESENTER: BONNIE HUNDRIESER

Stakeholder Involvement



Planning Team

- County and local government, neighboring jurisdictions, and related agencies or organizations.
- Participation in planning team meetings, public outreach, local mitigation survey, provision of spatial or other data, and review of draft plan.

The Public

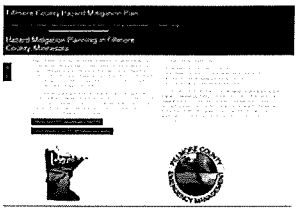
- Opportunity to learn about the plan and provide feedback on local-level concerns, mitigation ideas, and review of draft plan.

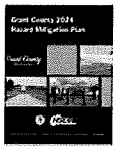
PRESENTER: BONNIE HUNDRIESER

Deliverables

PDF document:

- All FEMA required elements
- Limited figures & images
- Integrated links to website
- Local mitigation surveys
- Plans & programs in place
- Past mitigation action review
- Planning team meetings
- Outreach & engagement documentation





- Risk and vulnerability of each hazard
- Mitigation actions!

Both formats

Website companion:

- Links to PDF components
- Interactive maps and context
- Critical infrastructure and assets
- Simple, concise explanations
- Public input form on site

PRESENTER: JANE LINDELOF

Prioritization of Hazards for Crow Wing County

NATURAL HAZARDS

- Probability and Severity of natural hazard events (risk)
- Observed increase or decrease in risk since last plan
- Jurisdictional variations in risk (i.e., local vulnerabilities, changes in development)

Natural Hazards	Current Priority
Wildfire	High
Winter Storms	High
Windstorms	High
Tornadoes	High
Flooding	Moderate
Hail	Moderate
Extreme Cold	Moderate
Drought	Moderate
Extreme Heat	Low
Lightning	Low
Landslides	Low
Dam/Levee Failure	Low

PRESENTER: JANE LINDELOF

Hazards Risk Assessment







- Validates the prioritization of hazards
- Provides probability and severity of future events as possible
- Identifies vulnerable populations and structures at risk as possible
- Considers variable geographic vulnerability
- Informs Mitigation Actions in the HMP

PRESENTER: JANE LINDELOF

Website Demo

z.umn.edu/CrowWingHMP

Comments and Questions?

Overview of Mitigation Action Charts



Mitigation Action Charts are the end product of the HMP.

They demonstrate a community's 5-year plan to:

- **Reduce future risk to natural hazard events.**
- **Address local vulnerabilities through targeted activities.**
- **Utilize local capabilities to implement actions.**

★ Eligible FEMA HMA grant activities **must** be identified in the plan of action.

CROW WING COUNTY — **Mitigation Action Chart**

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
25	Extreme Cold	Education & Awareness Programs	EXTREME TEMPS PUBLIC OUTREACH Provide outreach and education to the public to personal safety measures to take during periods of extreme cold	10-Ongoing High CWCEM	CWCEM & Public Health	CWCEM works to share information received from the National Weather Service when periods of extreme cold are occurring. CWCEM utilizes the county EM website page and EM Facebook. Local radio and TV stations also provide this information to the public. School districts have plans and policies in place for delayed or closing school to protect students from extreme temps.	Internal CWC HD, EM, CWC PR
26	Extreme Cold	Mitigation Preparedness & Response Support	WARMING CENTERS Work with local jurisdictions to plan for temporary warming facilities and promote their use for those that are vulnerable to extremely cold temperatures (i.e., homeless, elderly)	Existing High 2025-2030	CWCEM in coord with PH and local govts	CWCEM addresses planning for extreme temperature sheltering within the county EOP and is in coordination with Crow Wing County Public Health and local jurisdictions. Designated facilities in the county are identified to use for emergency warming centers.	Internal CWC SO, EM CWC PR External Local Govts American Red Cross
27	Drought	Local Planning & Regulations	PRECIPITATION MONITORING Continue to participate in the MnDNR Cooperative Observer Program and encourage volunteers to help track and report data related to periods of drought.	Existing Moderate 2025-2030	CWC EWCD	Crow Wing County SWCD participates in the MnDNR Cooperative Observer Program (Precipitation Observer Program, which is administered by the DNR Ecological Waters Climatology Office.	External CWC EWCD MN DNR
28	Drought	Local Planning & Regulations	WATER CONSERVATION Encourage communities to establish and enforce watering restrictions during drought conditions and raise public awareness of water conservation measures	Existing High Ongoing	CWCEM in coord with MN DNR and local jurisdictions	CWCEM encourages cities with public water systems to prepare drought ordinances to residents on limiting non-essential water usage. Local communities establish watering restrictions as per MN DNR guidelines during periods of severe drought.	Internal CWC HD, EM External MN DNR

CITY OF BREEZY POINT — **Mitigation Action Chart**

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
3	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe thunderstorm and tornado watches/ warnings and weather radios and to be prepared with personal precautions or shelter plans	Existing High 2025-2030	City Admin City EM	The city will work to work with Crow Wing County to promote tornado awareness and safety during the NWS severe weather awareness week each April.	External City Gen. Operating Budget External ECPD, Crow Wing County EM (to handle local media
4	Severe Summer Storms	Local Planning & Regulations; Structure & Infrastructure Projects	Work to improve storm sheltering at city campgrounds	Existing High 2025-2030	City EM	For new campgrounds where utilities are more vulnerable to storm events. The city will work to include construction of new storm shelter facilities as future park upgrades are planned.	External City Gen. Operating Budget External FEMA HMGP EBE (Safe Rooms); MN DNR Park Development campground zone for cost share
5	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold as such	Existing High 2025-2030	City Admin City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as snow outs or temporary sheltering for the elderly or other vulnerable residents	External City Gen. Operating Budget External ECPD, (Planning, engineering, Public Works, flood awareness efforts, purchase a flood

"Previous Integration of HMP"



In addition to jurisdictional review of local mitigation action charts:

- Participating jurisdictions (county and cities) must provide a description of how the past HMP was **integrated into other planning mechanisms**.
- If information from the prior HMP was **not** integrated, this just be stated (and if possible, why).

What are "Planning Mechanisms"?

- *Plans, Policies, Ordinances*
- *Public Education & Outreach*
- *Implementation of projects (i.e., warning sirens, flood mitigation, installation of generators)*
- *Other EM related programs or projects (i.e., shelter planning)*
- *County and partner coordination*

FEMA Mitigation Grant Funding

FEMA

<u>Section 406</u>
Available *after* a disaster occurs. Focuses on mitigation measures for facilities that have actually been damaged in a particular disaster.

<u>*Section 404*</u>
Requires an approved & adopted HMP. Funds mitigation projects for both damaged and non-damaged facilities. Several different grant programs.

Example Section 404 activities:

- Property Acquisition
- Tornado Safe Rooms
- Bury Overhead Powerlines
- Wildfire Mitigation
- Soil Stabilization
- Flood Risk Reduction
- Green Infrastructure
- Other projects difficult to conduct a standard BCA (i.e., tornado warning sirens, generators for critical facilities)

Strategy #1 - Local Planning & Regulations



Crow Wing County Examples:

- Enforcement of ordinances that reduce impacts of high rain events (Floodplain, Shoreland)
- 2024 Crow Wing County Community Wildfire Protection Plan
- CWC Long-Range Transportation Plan 2025-2040
- Implementation of watering restrictions during periods of extreme drought.
- Enforcement of state or local regulations for new development.







Strategy #2 - Structure & Infrastructure Projects







Crow Wing County Examples:

- Installation of new outdoor warning sirens
- Construction of tornado safe rooms
- Burying powerlines to reduce power failure
- Conducting property buyouts for flooding
- Stormwater management improvements (culvert replacements), Road & Bridge projects

OTHER

Wildfire Mitigation: Metal Roofing, External Wildfire Sprinkler Systems to protect structures at risk

PRESENTER: BONNIE HUNDRIESER

Strategy #3 - Natural Systems Protection







Crow Wing County Examples:

- Conduct vegetation management along roads to reduce the risk of downed trees and branches resulting from heavy snow, ice, or high winds.
- Wildland Fuels Reduction
- Wildfire Mitigation for Dead-End Roads (2024 CWPP – 3 major projects)
- Planting Living Snow Fences to reduce snow drifting (CSAH 1, 12, 16 & CR 131) - CWC Hwy. Dept.
  - Installing Rain Gardens to reduce impacts of high rain events

PRESENTER: BONNIE HUNDRIESER

Strategy #4 - Education & Awareness Programs











Crow Wing County Examples:

- Promoting sign-up for the county's emergency notification system.
- Encouraging residents to be aware of and prepared for severe weather events, extreme temperatures, wildfire risk, and extended power outages.
- Sharing information across platforms – county and city websites & social media, community bulletin boards, local newspapers, public meetings, or other in-person events.

PRESENTER: BONNIE HUNDRIESER

Strategy #5 - Mitigation Preparedness & Response Support







Crow Wing County Examples:

- Obtaining generators for backup power
- Update of county EOP
- Shelter planning / Warming Centers
- Planning assistance to schools and LTC Facilities for vulnerable populations
- Improve Doppler Radar coverage for CWC (Climavision + City of Brainerd)
- Participation in regional EM planning, training, and exercising

PRESENTER: BONNIE HUNDRIESER

Comments and Questions?



October, 2025

Review of Draft Plan and Public Review & Comment Period



Following Planning Team Mtg. #2

- Completion of City MAC reviews + description of "Previous Integration of Past HMP"
- County review of draft plan
- Public review & comment period (News Release #2) – documentation of local postings

PRESENTER: BONNIE HUNDRIESER



Nov-Dec, 2025

Draft Plan Submission to HSEM & FEMA, Plan Approval, and Collection of Adopting Resolutions

- Draft plan will be submitted first to HSEM and then to FEMA for approval for meeting all Federal requirements.
- Typically requires 1-2 months.
- APA letter
- EM coordination of adopting resolutions from each city.
- **Final approval letter**

Questions?

What questions do you have for U-Spatial@UMD about the draft HMP or next steps ?

Contact Information

Stacey Stark, MS, GISP
U-Spatial@UMD
slstark@d.umn.edu
218-726-7438

U-SPATIAL
UNIVERSITY OF MINNESOTA DULUTH
Driven to Discover

Bonnie Hundrieser, HM Planner
Hundrieser Consulting LLC
hundrieserconsulting@outlook.com
218-343-3468

HUNDRIESER
CONSULTING LLC

Appendix G – Public Outreach & Engagement Documentation

Crow Wing County HMP News Release #1
Record of Public Input & Incorporation

Overview: On October 22, 2024, Crow Wing County Emergency Management put out a news release titled "**Public Input Wanted as Crow Wing County Updates Hazard Mitigation Plan**" to announce the start of the county's Hazard Mitigation Plan. The news release provided information on the purpose and content of the plan, who the plan covers, stakeholders involved in the plan update and examples of hazard mitigation activities. Crow Wing County used the news release to gather feedback from residents and businesses from across the county to incorporate into the plan, inviting feedback to the following:

- **What are the natural hazards you feel pose the greatest risk to your community?**
- **Are there specific populations or assets in your community that you feel are more vulnerable to future storm events?**
- **What concerns do you have, and what sorts of actions do you feel would help to reduce damages of future hazard events in your community or the county as a whole?**

The public was strongly encouraged contact Crow Wing County Emergency Management to submit comments, concerns, or questions regarding natural disasters and potential mitigation actions to be included into the plan update process. The public was also able to post comments electronically on county or city Facebook sites where the news release was posted.

Distribution: The news release was sent via email to the county's HMP Jurisdictional Contact List, which includes the names, titles, phone numbers, and email addresses of key stakeholders to be engaged in the HMP update, including county, city, and township contacts; other related agency and organizational stakeholder contacts, and neighboring jurisdiction contacts. (A copy of the Jurisdictional Contact List can be found in Appendix F). The news release was additionally sent to local media contacts with a request to carry the news release.

Postings: Attached is documentation of the news release postings by Crow Wing County, participating jurisdictions, local media, and other stakeholders. Cities and townships were encouraged to help share the news release locally by posting it on their websites, social media, or community bulletin boards.

Public Input & Incorporation:

Following is a record of public responses to the news release and how their input will be incorporated into the plan update, and if not relevant to be addressed, why.

- No public comments were received by Crow Wing County Emergency Management or individual jurisdictions in response to the news release.

From: Bonnie K Hundrieser on behalf of hundrieserconsulting@outlook.com

To: "coadmin@crowwing.gov"; "CoAdmin@crowwing.gov"; "tim.bray@crowwing.gov"; "rob.hall@crowwing.gov"; "gary.griffin@crowwing.gov"; "maggie.young@crowwing.us"; "kara.terry@crowwing.gov"; "jacklin.steege@crowwing.gov"; "Tom.Strack@crowwing.gov"; "Jason.Walkowiak@crowwing.gov"; "nate.rose@crowwing.us"; "darcy.dwyer@crowwing.gov"; "Paul.Koering@crowwing.gov"; "Jon.Lubke@crowwing.gov"; "Steve.Barrows@crowwing.gov"; "Rosemary.Franzen@crowwing.gov"; "Doug.Houge@crowwing.gov"; "cityhall@baxtermn.gov"; "MMaier@baxtermn.gov"; "admin@ci.brainerd.mn.us"; "nbroyles@ci.brainerd.mn.us"; "john.davis@ci.brainerd.mn.us"; "tholmes@ci.brainerd.mn.us"; "cityadmin@cityofbreezypointmn.us"; "brian@cityofbreezypointmn.us"; "Crookedlakefire@gmail.com"; "matthew.hill@cityofcrosby.com"; "mike.vanhorn@cityofcrosby.com"; "jdecent@cityofcrosby.com"; "cityclerk@crosslake.net"; "jake.maier@crosslake.net"; "chief1@crosslake.net"; "info@ci.cuyuna.mn.us"; "jesse.smith@cuyunapd.org"; "hasskamp5@yahoo.com"; "leerussell@cityofdeerwood.com"; "mbodle@graphicpkg.com"; "clerk@emily.net"; "pddeerwood@yahoo.com"; "emilyfire0911@gmail.com"; "clerk@fiftylakesmn.com"; "andyhemphill@hotmail.com"; "chisholm1269@gmail.com"; "cityclerk@cityofgarrison.com"; "garrisonchief@aol.com"; "clerk@cityofironton.org"; "jthompson@lakesstatelumber.com"; "info@idealtownship.com"; "krista.okerman@jenkins-mn.com"; "clerk@manhattanbeachmn.org"; "chief1@missiontownship.org"; "kiki@ci.nisswa.mn.us"; "jmax@cityofnisswa.gov"; "craig@nisswapolice.com"; "shawn@gulllakemgmt.com"; "aduus@pequotlakes-mn.gov"; "mdavis@pequotlakes-mn.gov"; "pequotfd@pequotlakes-mn.gov"; "riverton@centurylink.net"; "lostin50s@mlecwb.net"; "baylaketown@gmail.com"; "mcborden@brainerd.net"; "crowwingtownship@gmail.com"; "Daggett.clerk1@outlook.com"; "deerwoodtownshipclerk@gmail.com"; "fairfieldmn@gmail.com"; "fortripleyclerk@gmail.com"; "gaillaketownship@gmail.com"; "amy.mickelson@yahoo.com"; "info@idealtownship.com"; "irondaletownship2@gmail.com"; "chefjfo@gmail.com"; "lakeedwardtwnshp@gmail.com"; "littlepineclerk@gmail.com"; "clerk@longlaketwp.com"; "norene50@outlook.com"; "missionclerk@gmail.com"; "acunning@brainerd.net"; "oaklawntwp@gmail.com"; "pelicantownship@gmail.com"; "crosbybarn@gmail.com"; "plattelaketownship@yahoo.com"; "rabbittownhall@gmail.com"; "rsvlt@brainerd.net"; "rosslaketwp@gmail.com"; "stmathiasclerk@gmail.com"; "lonip@timothytownship.com"; "wolfordclerk@castle-web.com"; "Kelvin.McCuskey@state.mn.us"; "melissa@cwswcd.org"; "Jacob.Frie@state.mn.us"; "mike.ginnaty@state.mn.us"; "Laura.murphy@state.mn.us"; "craig.schultz@state.mn.us"; "sandra.youngblom@state.mn.us"; "joseph.moore@noaa.gov"; "mark.smith@state.mn.us"; "peter.grant@isd181.org"; "kstumpf@isd186.org"; "jskjeveland@ci.k12.mn.us"; "ashley.auge@essentiahealth.org"; "daniel.hoffard@cuyunamed.org"; "quale@cwpower.com"; "ANNE@mlecmn.com"; "mlec@mlecmn.net"; "gina.wieler@state.mn.us"; "joel.p.nelson@state.mn.us"; "Owen.fifield@redcross.org"; "Jeff.Curran@usc.salvationarmy.org"; "info@brainerdcommunityaction.org"; "chad.emery@casscountymn.gov"; "dan.guida@co.aitkin.mn.us"; "patrice.erickson@co.aitkin.mn.us"; "andy.beckstrom@millelacs.mn.gov"; "victoriam@co.morrison.mn.us"; "Monte.Fronk@millelacsband.com"

Cc: "clayton.barg@crowwing.gov"; "Liz Gleason"

Subject: Please Post: Crow Wing County Hazard Mitigation Plan Update News Release

Date: Tuesday, October 22, 2024 2:35:00 PM

Attachments: Crow Wing County News Release - Hazard Mitigation Plan Update (10-22-24).pdf
Crow Wing County News Release - Hazard Mitigation Plan Update (10-22-24).docx

Importance: High

Greetings,

Crow Wing County Emergency Management is commencing work on the update of the Crow Wing County Hazard Mitigation Plan (HMP). Attached is a news release for your information (PDF and Word copies)

Your assistance is requested to post this news release to help notify the public about the plan update and to have an opportunity to provide feedback. If you have a website and/or Facebook page we encourage you to post the news release to those places. You may also post a hardcopy of the news release in locations that are common to the public, such as a bulletin board at City Hall. We encourage as many of ways of posting that you can cover. **Crow Wing County and all 18 city governments within the county are requested to participate in order to meet FEMA requirements.** Townships, businesses, and other agencies or organizations are also strongly encouraged to participate. As part of the plan update, we must document the public outreach that was conducted.

Note: Please respond directly to Liz Gleason, Crow Wing County Emergency Management Coordinator (Liz.Gleason@crowwing.gov) to provide information on the date and location of

your posting.
(i.e., 10/22/24, City of X website and Facebook page, also posted to City Hall Bulletin board)

Posting of the news release should only take a moment to complete. **Please seek to respond to Liz Gleason no later than Monday, October 28th.**

Thank you for your assistance.
Bonnie Hundrieser

Bonnie K. Hundrieser
Hazard Mitigation Planning Specialist
Part of the **U-Spatial@UMD** HMP Planning Team
Hundrieser Consulting LLC
Phone: 218-343-3468

From:	Darcy Dwyer
To:	PressRelease
Cc:	Clayton Barg; hundrieserconsulting@outlook.com
Subject:	Public Input Wanted as CWC Updates Hazard Mitigation Plan
Date:	Monday, September 9, 2024 12:33:11 PM
Attachments:	CWC Hazard Mitigation Plan 2024.docx CWC Hazard Mitigation Plan 2024.pdf

Good afternoon, Crow Wing County residents, community leaders, business owners, area agencies and organizations now have an opportunity to share how severe weather events impact their property and lives. There is also an opportunity to share their ideas on how to reduce local impacts in the future. Press release is attached. Let me know if you have any questions.

Darcy Dwyer
Public Information Officer
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326 Laurel Street, Suite 12
Brainerd, MN 56401

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www.crowwing.gov

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.

CROW WING COUNTY
MINNESOTA

PRESS RELEASE

FOR IMMEDIATE RELEASE
DATE: October 22, 2024

CONTACT
Clayton Barg
CWC Emergency Management Director
218-825-3445
Clayton.Barg@crowwing.gov

Public Input Wanted as Crow Wing County Updates Hazard Mitigation Plan

Crow Wing County residents, community leaders, business owners, area agencies and organizations now have an opportunity to share how severe weather events impact their property and lives. There is also an opportunity to share their ideas on how to reduce local impacts in the future.

The Crow Wing County Office of Emergency Management is working with U-Spatial at the University of Minnesota Duluth to update the county's Hazard Mitigation Plan (HMP). The plan assesses the natural hazards that pose risk to the county, such as tornadoes, straight line winds, ice storms, blizzards, wildfire, flooding, and extreme temperatures and identifies ways to minimize the damage of future events. As the county works to update the plan, it wants to hear from the public.

The Crow Wing County HMP is a multi-jurisdictional plan that covers Crow Wing County, including all cities and townships within the county. The Crow Wing County HMP also incorporates the concerns and needs of school districts, watershed districts, and other related agencies, organizations, or businesses participating in the planning process. The plan will be updated by a planning team made up of representatives from county departments, local municipalities, and other key stakeholders. When completed, the plan will be submitted to the Minnesota Department of Homeland Security and Emergency Management and the Federal Emergency Management Agency (FEMA) for approval.

"Hazard mitigation planning is a central part of our emergency management program," said Clayton Barg, Crow Wing County Emergency Management Director. "Understanding the natural hazards that can cause serious impact to our communities and taking action to reduce or eliminate the impact of future disasters makes us more resilient. Hazard mitigation helps us reduce, or at times eliminate, the likelihood of damage caused by things like flooding, ice storms, and severe wind events that can damage property, stress economies, and threaten life safety in our county."

Examples of hazard mitigation include:

- Conducting public outreach on severe weather awareness and preparedness
- Improving stormwater management systems to better handle high-rain events
- Removing existing buildings from flood or erosion prone hazard areas
- Increasing defensible space around homes in high-risk wildfire areas
- Constructing tornado safe rooms in vulnerable areas such as mobile home parks
- Burying overhead powerlines that may fail due to heavy snow, ice, or windstorms

Some mitigation activities may be eligible for future FEMA Hazard Mitigation Assistance grant funding.

Public input is an essential part of the plan update. As part of the planning process, Crow Wing County is seeking feedback from residents and businesses to incorporate into the plan. Your input will be recorded and incorporated into the planning process:

- **What are the natural hazards you feel pose the greatest risk to your community?**

- **Are there specific populations or assets in your community that you feel are more vulnerable to future storm events?**

- **What concerns do you have, and what sorts of actions do you feel would help to reduce damages of future hazard events in your community or the county as a whole?**

Your feedback is wanted. Comments, concerns, or questions regarding natural disasters and your ideas for mitigation projects should be submitted to Crow Wing County Emergency Management by phone at 218-829-4749, email Damage@crowwing.gov or by posting a comment via a social media posting of this article.

There will be additional opportunities for public feedback throughout the planning process. A draft of the plan will be made available for public review prior to submission of the plan to the State of Minnesota. Future news releases will be shared with the media to notify the public of these opportunities.

The Federal Disaster Mitigation Act of 2000 (DMA 2000) requires counties to update their plan every 5 years to maintain eligibility for FEMA's Hazard Mitigation Assistance (HMA) grant programs.

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Crow Wing County HMP News Release #1 (10-22-24)
Chart Documentation of News Release Postings

Jurisdiction or Agency	Posting Representative (name and title)	Date & Location of News Release Posting
Crow Wing County	Darcy Dwyer, Public information officer	9/9/24 CWC Website, Facebook, and X. Also sent to local press 9/11/24 Brainerd Dispatch
City of Baxter	Matt Maier, Chief of Police	10/27/24 Facebook
City of Brainerd	John Davis, Chief of police Tim Holmes, Fire Chief	10/29/224 Facebook 10/25/24 Facebook
City of Breezy Point	Daniel Sathre, Police Officer	10/22/24 Board in public safety building, Facebook
City of Crosby	Michael Van Horn, Police Chief	10/30/24 City Hall
City of Crosslake	Char Nelson, Clerk	10/22/24 posted in City Hall
City of Cuyuna	Jesse Smith, Chief of Police	10/22/24 PD lobby, PD Facebook
City of Deerwood	Mike Bodle, Fire Chief	10/23/24, City Hall
City of Emily	Cari Johnson, Clerk	10/25/24, Facebook, website, official posting location
City of Fifty Lakes	Ann Raph, Clerk	10/23/24 bulletin board, website, Facebook
City of Fort Ripley	Sherry Chisolm, Clerk	10/29/24 Fort Steakhouse, gas station
City of Garrison	Jeff Turk, Clerk	10/30/24 City Hall
City of Ironton	Emma Pratt, Clerk	10/30/24 City Hall, website
City of Jenkins	Cassandra Delougherty, Clerk	10/31/24, City Hall
City of Manhattan Beach	Marlene Yurek, Clerk	10/30/24, City Hall
City of Nisswa	Jenny Max, City Administrator	10/23/24 City Hall, city website
City of Pequot Lakes	Emily Johnson, Clerk	10/30/24 Facebook, City Hall
City of Riverton		
City of Trommald	Rob Geske, Clerk	10/30/24 City Hall
Pequot Lakes School District	Kurt Stumpf, Superintendent	10/22/24 Pequot Lakes School District website
Wolford Township	Kim Marquart, Clerk	10/23/24 Town Hall
Gail Lake Township	Cathy Erickson, Clerk	10/20/24 Town Hall
Ideal Township	Craig Wallace, Clerk	10/23/24 Town Hall, township website
Aitkin County	Patrice Erickson, Dispatch Supervisor	10/23/24 Bulletin board, Facebook
Long Lake Township	Patsy Olson, Clerk	10/24/24 Long Lake Town Hall
Soil and Water Conservation District	Heidi Lake, Administrative Assistant	10/22/24 Website, Facebook

Mission township	Anna Anderson, Clerk	10/24/24 Website
Rabbit Lake Township	Linda Danielson, Clerk	10/26/24 Town Hall

Appendix H – Mitigation Actions by Jurisdiction

City of Baxter — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and social media. We also use our storm sirens to alert residents for high wind and tornado events. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	The city will work with Crow Wint County Emergency Management to help provide us with information on Everbridge and a link to sign up on the county's website. We will work to encourage residents to sign up by posting information on our city website and social media.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The City of Baxter adopts the MN State Building Code. It is enforced through our Community Development Dept. with oversight of our Building Official.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city uses the following to incorporate mitigation: Wellhead protection plan, comprehensive plan, 100-year stormwater plan, floodplain Ordinance, shoreland ordinance, and long-range transportation plan to reduce single entry points in neighborhoods.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city has completed installation of generators at lift stations. We continue to keep them maintained and functioning.	Internal: City Gen. Operating Budget

City of Baxter — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Trim trees near power lines and work with our local utility providers to convert overhead power lines to underground to reduce the risk of power outages from severe storms.	Existing Moderate 2026-2031	City Public Works Dept.	The city's electrical service is provided and maintained by Brainerd Public Utilities and Crow Wing Co-op Power & Light. They trim branches near powerlines and work on projects to convert overhead power lines to underground as they deem necessary.	External: Brainerd Public Utilities, CWCPL
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Repair/ upgrade the city's outdoor warning sirens as they approach end of life.	Existing High 2026-2031	City EM in coord with City Public Works Dept.	A new emergency warning siren was added to the Forestview neighborhood in 2024, and we added a siren to Timberwood Dr (West Industrial Park) in September 2025. We test warning sirens monthly in coordination with the Crow Wing County Sheriff's Office and keep them maintained as needed.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April. We will work to target information to residents of the mobile home park, assisted living facilities, and apartment complex owners where these residents are more highly vulnerable.	Internal: City Gen. Operating Budget

City of Baxter — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme cold event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents. We do have a day center for the homeless population in the city.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	Over the last 5 years the city of Baxter's Public Works Dept. has continued to implement improvements to our stormwater system. We continue to invest city funds to reduce vulnerability to sanitary conveyance system.	Internal: PW Dept. Budget
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Drought / Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will share information regarding drought conditions and wildfire risk with the public by posting information on our city website and social media.	Internal: City Gen. Operating Budget
13	Wildfire	Natural Systems Protection	Conduct forest management techniques to reduce wildland fuel load.	Existing Moderate 2026-2031	City Public Works Dept.	The city's public works department continues to work to remove deadfall in forested areas to decrease fuel load for a wildfire.	Internal: City PW Dept. Budget

City of Brainerd — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website, social media, and use of outdoor warning sirens. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	The city shares information on the Crow Wing County Everbridge Emergency Notification System on our city website, social media, and by making announcements at City Council meetings.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	Yes, It is enforced through our Community Development Dept. with Building Official	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	City has a Comprehensive Plan, Wellhead protection measures and acquired more land to protect wellheads. The city also participates in the NFIP and has a floodplain ordinance in place that is enforced.	Internal: City Gen. Operating Budget

City of Brainerd — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city of Brainerd wishes to upgrade an aging generator for the city's Emergency Operations Center. This may be a project for which the city would seek to apply for FEMA HMGP grant funding. Over the last 5 years the city has implemented several generator backup projects for multiple lift stations. We continue to keep these lift stations maintained. The city will purchase additional generators as deemed needed and as city funding is available.	Internal: City Gen. Operating Budget External: FEMA HMGP grant for generator
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Upgrade outdoor warning sirens within the city to warn residents of high wind or tornado events.	Existing High 2026-2031	City EM	The city wishes to upgrade 2-3 outdoor warning sirens within the city. We will work to purchase and install new warning sirens as city funding is available. We may also seek to apply for FEMA HMGP grant funding to support this effort.	Internal: City Gen. Operating Budget External: FEMA HMGP grant
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget

City of Brainerd — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	Brainerd Public Utilities	The city of Brainerd's Public Utilities continues to identify and address flood mitigation measures and stormwater management improvements. The 2025 budget included installation of on-site generators for Tyrol and Walnut and pine Lift stations. In 2020 Brainerd Public Utilities upgraded the Evergreen lift station including covering overhead power to underground, Installation of an on-site generator 1 foot over 100-year floodplain elevation, installation of new control building raised 1 foot over 100-year floodplain elevation, added 10-inch side wall on the wet well cover. Installed on-site generation to Southwest 6th street lift station. Tyrol and Buffalo Hills lift stations upgrades include controls, piping, and pumps to operate while submerged.	Internal: PW Dept. Budget
10	Flooding	Structure & Infrastructure Projects	Work with MnDOT to improve stormwater management on the Highway 210 reconstruction project.	New High 2026-2031	Brainerd Public Utilities in coord with MnDOT	The city is working with MnDOT to include multiple stormwater retention features to assist with reducing flood risk and increased flows to the Mississippi River as part of their upcoming Highway 210 reconstruction project.	Internal: PW Dept. Budget External: MnDOT Funding
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget

City of Brainerd — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city continues to use our city website and social media to raise public awareness of drought conditions and associated wildfire risk.	Internal: City Gen. Operating Budget External: CDWG grant
13	Wildfire	Education & Awareness Programs	Promote Firewise assessments and creating defensible space to homeowners located in areas at higher risk of wildfire.	New Moderate 2026-2031	City EM, City FD	Our city Fire Department continues to promote resident awareness of the benefits of creating defensible space. The FD will assist property owners with information on conducting a Firewise Assessment and assisting with on-site assessments.	Internal: City Gen. Operating Budget External: MN DNR Firewise grant, CDWG grant
14	Wildfire	Local Planning & Regulations	Create new building regulations and permitting requirements for new construction in Wildland Urban Interface (WUI) areas.	New High 2026-2031	City Admin, City FD	The city will work to develop new permitting requirements for any new construction that is planned to be located within our mapped WUI areas. City Admin will work in coordination with our Fire Department on this effort.	Internal: City Gen. Operating Budget
15	Landslides	Structure & Infrastructure Projects	Continue to monitor and address any areas of erosion that pose risk to home and structures.	New Moderate 2026-2031	Brainerd Public Utilities in coord with CWC SWCD	The city recently partnered with the Crow Wing SWCD to obtain CWA grant funding to address erosion issues in the Buffalo Hills Gully that were endangering homes and structures. We continue to monitor the success of this project and will take action on any further issue areas for dangerous erosion.	External: Crow Wing SWCD funding

City of Breezy Point — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and Facebook page. We also have a city newsletter, the Breezy Brief where we can share information. The city continues to participate in the National Weather Service's Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November. We post information on our social media for the public during these events.	Internal: City Gen. Operating Budget External: EMPG (outreach); Crow Wing County EM (in-kind); private/utility partners
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	New High 2026-2031	City Admin / City EM	We will work with Crow Wing County Emergency Management to help us with information and a link to sign up for Everbridge that we can put on our city website and social media.	Internal: City Gen. Operating Budget, Permit/inspection fees External: EMPG (training/planning if eligible)
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city enforces the MN State building code through our city Building Official. The State of Minnesota Building Code is included on the city's website under Planning & Zoning. Building permit application forms are also available on the website.	Internal: City General Fund (planning) External: FEMA BRIC (Capability & Capacity Building – planning); FEMA HMGP (Planning); EMPG; MN DNR Floodplain Management grants

City of Breezy Point — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city's planning and zoning department administers shoreland and floodplain ordinances.	Internal: City Gen. Operating Budget External: FEMA HMGP; FEMA BRIC; USDA RD – Community Facilities; local utility rebates
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city will purchase portable generators as deemed necessary to support city operations and critical infrastructure such as lift stations.	Internal: City Gen. Operating Budget External: FEMA HMGP; FEMA BRIC, vendor maintenance contract (existing)
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Repair/ replace outdoor warning sirens as they approach end of life.	Existing High 2026-2031	City EM	We test our existing warning sirens monthly in coordination with the Crow Wing County Sheriff's Office. We will work to purchase new outdoor warning sirens as city funding is available to do so. The city may also seek to apply for outside grant funding from FEMA HMGP grant funding. The City repaired existing warning sirens in 2025, and signed a maintenance contract to continue services and ensure the siren is operational at all times.	Internal: City Gen. Operating Budget External: FEMA HMGP; FEMA BRIC, vendor maintenance contract (existing)

City of Breezy Point — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budgetm External: EMPG; Crow Wing County EM (in-kind); local media
8	Severe Summer Storms	Mitigation Preparedness & Response Support / Education & Awareness Programs	Work to increase options for residents to take safe shelter during high wind or tornado events, and actively promote this information to the public during our severe spring/summer storm season.	New High 2026-2031	City Admin / City EM	In the event of severe wind or tornado events, the City of Breezy Point has made City Hall and the bathrooms outside of City Hall available to the public within business hours. The city will explore options to feasibly construct one or more new tornado safe rooms in key locations, which would be dependent upon a successful grant application to FEMA. In the absence of any new construction projects, we will seek to do an information campaign in spring for residents to be aware of existing locations where they can take emergency shelter during a severe wind or tornado event.	Internal: City Gen. Operating Budget External: FEMA HMGP safe room grant
9	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work to improve storm sheltering at city campgrounds.	Existing High 2026-2031	City EM	We have 3 campgrounds where visitors are more vulnerable to storm events. The city will work to include construction of new storm shelter facilities as future park upgrades are planned.	Internal: City Gen. Operating Budget External: FEMA HMGP/BRIC (Safe Rooms); MN HSEM pass-through; campground/user fee cost-share

City of Breezy Point — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
10	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold events.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget External: EMPG (planning/equipment); NGOs/faith-based partners; utility resilience funds
11	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city has updated lift stations and continues to keep them maintained. As a result, we have had small increase/improvements in storm water collection.	Internal: PW Dept. Budget External: FEMA BRIC/HMGP; MN DNR Flood Hazard Mitigation; BWSR Clean Water Fund; MPCA Stormwater grants; City PW budget; USACE small-projects programs
12	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget External: MN DNR conservation support; EMPG (outreach)

City of Breezy Point — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
13	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our website and social media to help raise awareness of wildfire risk during periods of drought. We can also post signs at the city campgrounds if burn bans are in place for recreational fires.	Internal: City Gen. Operating Budget External: MN DNR wildfire prevention/Firewise; campground/resort partners (signage cost-share); EMPG (outreach, optional)

City of Crosby

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and social media. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will work with Crow Wing County Emergency Management to help us with information and a link to sign up for Everbridge that we can put on our city website and social media.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has adopted and enforces the MN State Building Code. The city contracts for code enforcement violations.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a wellhead protection plan and enforce our land and zoning ordinances.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for our Fire Hall.	New High 2026-2031	City PW / City EM	The city needs to obtain a backup generator for our Fire Hall. This is a project in which the city may seek to apply for future FEMA HMGP grant funding as this is a critical facility for us that needs to function in the event of extended power outages from storms.	Internal: City Gen. Operating Budget External: FEMA HMGP Grant Funding

City of Crosby — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 2 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed.	Internal: City Gen. Operating Budget
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work to address sheltering and evacuation plans for the city's campgrounds and mobile home park.	New High 2026-2031	City EM	We have 2 campgrounds and 1 mobile home park that are vulnerable to the impacts of severe storm events and flooding. We unlock City Hall to offer protection/shelter when needed. The city will work to assess potential construction of an onsite shelter at the campgrounds and mobile home park in the future as facility upgrades are planned.	Internal: City Gen. Operating Budget External: MHP Owner
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city has a comprehensive plan to update roads/storm drains. Our Public Works department continues to implement stormwater infrastructure improvement projects as they are planned and budgeted for.	Internal: PW Dept. Budget

City of Crosby

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We can also enforce burning restrictions at our campground if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Crosslake — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and Facebook. The local school practices tornado drills on an annual basis. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	The Crow Wing County Everbridge QR code is printed and put at City Hall, Corp and Chamber. The fire department also places it on their webpage. We post information on our city website and Facebook.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has a Land Use Permit Application (for residents) and a Commercial & Industrial Land Use Permit Application that must be submitted to and approved by our Planning and Zoning Department. All applicants must sign a form acknowledging they understand that according to Minnesota State Statute 326B.85, the State of Minnesota requires that all residential building contractors, remodelers and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements.	Internal: City Gen. Operating Budget

City of Crosslake — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We enforce the City of Crosslake Planning and Zoning Land Use Ordinance. We also use the City of Crosslake Comprehensive Plan Update 2035, which address emergency services and coordination with Crow Wing County on hazard mitigation planning. The City of Crosslake has adopted the DNR's Floodplain Management Regulations. The purpose of this program is to minimize the threat to life and property that can result from flooding.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city's Emergency Manager and Public Works department will continue to evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Trim trees near power lines and work with our local utility to convert overhead power lines to underground to reduce the risk of power outages from severe storms.	Existing Moderate 2026-2031	City Public Works Dept.	The city and Crow Wing Co-op Power & Light both work to manage vegetation in the city ROW near power lines to reduce the risk of downed lines from overhead branches coming down. The electric co-op works to reduce risk to overhead power lines and will implement conversion projects as they see necessary.	Internal: City Gen. Operating Budget External: Crow Wing Co-op Power & Light funding

City of Crosslake — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 10 outdoor warning sirens. We replaced 3 sirens in 2024 and 3 sirens in 2025 after an inspection. We inspect the sirens monthly in coordination with the Crow Wing County Sheriff's Office and maintain them as needed.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget

City of Crosslake — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
10	Flooding	Structure & Infrastructure Projects	Implement projects and city plans that address that address stormwater management and help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	In the past five years we have updated catch basins and storm sewer up the CSAH 66 corridor. Our city Public Works department continues to monitor and address projects to improve the city's stormwater management abilities. The city also monitors and maintains 2 dams within the city to ensure they are not compromised by high rain events. The City of Crosslake Comprehensive Plan 2035 incorporates recommendations for applying Green Infrastructure in new development as an approach for managing stormwater	Internal: PW Dept. Budget
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New High 2026-2031	City EM, City FD	We hold an annual Wildfire Prevention Even. The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We can also enforce burning restrictions at our campgrounds when a burn ban is in effect.	Internal: FD Budget, City Gen. Operating Budget

City of Crosslake — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
13	Wildfire	Education & Awareness Programs	Conduct public outreach and education on the risk of wildfire, and assist homeowners on conducting Firewise assessments and creation of defensible space.	New High 2026-2031	City EM, City FD	We partner with MN DNR - along with Firewise and community outreach for fire education implementation and wildfire mitigation activities to reduce wildland fuel loads. Community outreach and education is being conducted by the Fire Department and to work with homeowners on defensible spaces.	Internal: FD Budget, City Gen. Operating Budget
14	Wildfire	Natural Systems Protection	Work with Crow Wing County and Fairfield Township on the Bonnie Lakes Road wildfire mitigation project.	New High 2026-2031	City of Crosslake Public Works / Fairfield Township Public Works along with Homeowners	This project is included as Priority Project #1 in the Crow Wing County 2024 Community Wildfire Protection Plan. This area was selected for a priority project because of the number of structures located on a dead-end road. Removing much of the right of way fuels will help with tactical fire suppression and assist in wildland firefighters' response. It will also help with evacuation situations. The city will work with Crow Wing County Emergency Management to apply for external grant funding for this project. FEMA HMGP and the federal Community Wildfire Defense Grant are sources we may pursue.	Internal: PW Dept. Budget External: Crow Wing County, FEMA HMGP grant, CDWG grant

City of Cuyuna

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and city Facebook page. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We plan to add information and a link to the county's Everbridge system on our city webpage.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city enforces our Planning and Zoning Ordinances. Property owners and authorized agents applying for Land Use Permits are required to acknowledge that as a homeowner/business owner they are aware of the requirements in Minnesota State Statute 326B.85. This state statute requires that all residential building contractors, remodelers and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a Wellhead Protection Plan and enforce our land and zoning ordinances.	Internal: City Gen. Operating Budget

City of Cuyuna — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city's Emergency Manager and Public Works department will continue to evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren. We test the sirens monthly in coordination with the Crow Wing County Sheriff's Office and maintained it as needed. If we seek to purchase an additional outdoor warning siren, we would look to apply for FEMA HMGP grant funding to do so.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work to construct storm shelter facilities at the city campground and mountain trail bike heads.	Existing High 2026-2031	City EM	We have 1 campground, 2 Mountain Bike Trail Heads that are vulnerable to the impacts of severe storm events and flooding. We will work on potential projects to construct storm shelter facilities that would be appropriate for those locations, and as city funding is available.	Internal: City Gen. Operating Budget

City of Cuyuna

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Engineer	The city subcontracts all its road maintenance requirements and yearly reviews with its engineer, who helps the city to assess and plan for possible upcoming needs.	Internal: PW Dept. Budget
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We can also enforce burning restrictions at our campground if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Deerwood — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website. We also use our emergency storm sirens for dangerous weather warnings. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We plan to add information and a link for the county's Everbridge emergency notification system on the city bulletin boards and website directing residents to the county website to sign up.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city of Deerwood has adopted the universal building code and building permits are required. We contract out for code enforcement/inspections.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city has a Code of Ordinances that we enforce. It addresses stormwater drainage utility.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city's Emergency Manager and Public Works department will continue to evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget

City of Deerwood — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 2 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed. We would like to upgrade our warning sirens since they are aging. The city may seek outside grant funding to do this.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Seek outside grant funding to support construction of storm shelters for the mobile home park and HUD housing facility.	Existing High 2026-2031	City EM	The mobile home park and HUD housing facility do not have storm shelters in place. The city wishes to seek outside grant funding to support construction of storm shelters or tornado safe rooms for these locations. FEMA HMGP grant funding for tornado safe rooms is a grant opportunity we may decide to pursue with help from Crow Wing County Emergency Management.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	We open City Hall in the event we need to use it for public protection / sheltering.	Internal: City Gen. Operating Budget

City of Deerwood — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city Public Works Department maintains all of the city's water and sewer infrastructure. We have done some storm and sewer reconstruction as funding was available and feasible. The department is working to address lift stations that are exposed to flooding and a couple of older intersections that flood during heavy rains and snow melting.	Internal: PW Dept. Budget External: MN PFA funding
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website to help raise awareness of wildfire danger during periods of drought.	Internal: City Gen. Operating Budget

City of Emily

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and city Facebook Page. We also use our storm sirens for dangerous weather warnings. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	There is a link to CWC's Everbridge Emergency Alert System on the city's website.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city's Planning & Zoning Department requires Land Use Permits to be submitted and approved prior to beginning any construction or improvement projects.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city's planning and zoning department enforces our floodplain requirements, shoreland overlay, bluff land impact, and the City Code zoning requirements for new development. We have a 15-year Comprehensive Plan that is designed to plan physical growth of the city and appropriate land uses.	Internal: City Gen. Operating Budget

City of Emily — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	Funding is needed to purchase a generator for the City's Emergency Storm Shelter (Emily City Hall). The City plans to apply for FEMA grant funds.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Trim trees near power lines and work with our local utility to convert overhead power lines to underground to reduce the risk of power outages from severe storms.	Existing Moderate 2026-2031	City Maintenance Dept.	The city's Maintenance Dept. works to trim trees as needed within the ROW of city roads. Crow Wing Co-op Power & Light trims trees and branches near overhead power lines as needed. The Co-Op has the authority on measures to take to identify and address any vulnerable power lines, including covering overhead lines to underground.	Internal: City Gen. Operating Budget External: Crow Wing Co-op Power & Light
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and maintain as needed. The City of Fifty Lakes purchased a tornado siren and installed it in a location that covers the northwest portion of Emily with financial assistance from the Emily Fire Relief Association.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget

City of Emily

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Maintenance Dept. / MnDOT	Our city Maintenance Dept. continues to maintain our city stormwater system. In 2018 MnDOT installed a storm sewer system with the reconstruction of State Highway 6.	Internal: PW Dept. Budget
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We can also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Fifty Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website, city Facebook page, and by posting flyers on the information boards near City Hall. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	There is a link to CWC's Everbridge Emergency Alert System on the city's website and has been shared on the city's Facebook page.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city's Planning & Zoning Department requires Land Use Permits to be submitted and approved prior to beginning any construction or The City of Fifty Lakes does not enforce the Minnesota State Building Code, however, all State Licensed Contractors and property owners are responsible for complying with the State Building Code. For your protection, it is recommended that all property owners have new construction inspected and approved by a State Licensed Building Official. Improvement projects.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city incorporates mitigation into our planning and policies through our Planning and Zoning Department enforcement of city ordinances and land use permits.	Internal: City Gen. Operating Budget

City of Fifty Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City Maintenance Dept.	The city's Maintenance Department will continue to evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Trim trees near power lines and work with our local utility to convert overhead power lines to underground to reduce the risk of power outages from severe storms.	Existing Moderate 2026-2031	City Maintenance Dept.	The city's Maintenance Dept. works to trim trees as needed within the ROW of city roads. Crow Wing Co-op Power & Light trims trees and branches near overhead power lines as needed. The Co-Op has the authority on measures to take to identify and address any vulnerable power lines, including covering overhead lines to underground.	Internal: City Gen. Operating Budget External: Crow Wing Co-op Power & Light
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	In 2024 we installed two new warning sirens in strategic locations to alert residences of severe weather. We test monthly in coordination with the Crow Wing County Sheriff's Office and maintain the sirens as needed.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather and measures for personal preparedness.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April. During our local event Fifty Lakes Day we will conduct public education and will inform residents of the current storm shelters in the area.	Internal: City Gen. Operating Budget

City of Fifty Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Severe Summer Storms	Local Planning & Regulations / Education & Awareness Programs	Ensure that the city has sheltering facilities and plans in place, and ensure the public is informed about shelter use and locations.	Existing High 2026-2031	City Admin / City EM	We have one campground and one trailer park association whose residents may look for shelter in severe weather. We make sure if there is severe weather coming to unlock the public storm shelter. The park has a new pavilion with some small areas that can hold some people as well during a severe storm. We will use our city website, Facebook page, and posted flyers and public events to inform the public about the shelters and what to do during a storm.	Internal: City Gen. Operating Budget
10	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work to improve the city's storm shelter facilities to protect those who are vulnerable to severe wind storm and tornado events.	New High 2026-2031	City Admin / City EM	The city will assess how we can improve our storm sheltering capabilities for the campground and mobile home park. Outside grant funding will be necessary for any new construction projects for storm shelter or a tornado safe room.	Internal: City Gen. Operating Budget External: FEMA HMGP grant funding
11	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme heat or cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
12	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Maintenance Dept.	Our city Maintenance Department continues to maintain and improve our city's stormwater system as needed to avoid any issues with high rain events.	Internal: PW Dept. Budget

City of Fifty Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
13	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
14	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We can also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Garrison — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and city Facebook page. We also use our warning siren to be notified of severe wind or tornado events. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will work with Crow Wing County Emergency Management to provide us with information and a link to the county website for residents to sign up for the Everbridge emergency notification system. We can post information on our city website and promote it occasionally on our city Facebook page.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has a Land Use Permit Application that must be submitted to and approved by the city's Zoning Administrator.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a floodplain ordinance that is enforced.	Internal: City Gen. Operating Budget

City of Garrison — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city's Emergency Manager and Public Works department will continue to evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and maintain as needed.	Internal: City Gen. Operating Budget
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents and visitors at our campgrounds to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Address construction of new storm shelters or tornado safe rooms at campgrounds and mobile home parks within the city.	Existing High 2026-2031	City EM	The city has multiple campgrounds and mobile home parks. One mobile home park has 800+ sites, located on the Aitkin County border. Our emergency shelter is located at City Hall, but is limited to the key holder's ability to get there to open it. The city will continue to work with mobile home park operators to address evacuation and shelter planning. We will also assess improvements at campgrounds as part of budgeted facility upgrades. The city may seek to apply for FEMA HMGP grant funding to support any future construction of tornado safe rooms.	Internal: City Gen. Operating Budget External: MHP Operator, FEMA HMGP Safe Room grant

City of Garrison — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	Our city Public Works Dept. continues to maintain and improve our city stormwater system to handle high rain events.	Internal: PW Dept. Budget
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Ironton

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and city Facebook page. We also use our warning siren to warn residents of severe wind or tornado events. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	The city will work with Crow Wing County Emergency Management to help us to put information and a link to the county's Everbridge emergency notification system so that residents can sign up.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has adopted the MN State Building Code. It is enforced by our city building inspector.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a Comprehensive plan and City code for Planning & Zoning.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city will evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget

City of Ironton — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 2 outdoor warning sirens which we test monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed. The city will work to repair/ upgrade sirens as they approach end of life.	Internal: City Gen. Operating Budget
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Mitigation Preparedness & Response Support	Work to address evacuation and shelter planning for the city campgrounds and with apartment owners within the city.	Existing High 2026-2031	City EM	We have multiple campgrounds and a couple larger apartments for the elderly/mobility impaired that are vulnerable to the impacts of severe storm events and flooding. Our city EM and Fire Department continue to work on evacuation and sheltering planning for vulnerable residents if they are seeking shelter.	Internal: City Gen. Operating Budget
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme heat or cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: PW Dept. Budget

City of Ironton

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
11	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
12	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

CITY OF JENKINS — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website, through our city text alert system, and through use of our warning siren. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will work with CWC Emergency Management to help us put information on our city website about the Everbridge emergency notification system and a link to sign up on the county website.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has a Planning and Zoning Ordinances that we enforce. We require a Land Use Permit Application and review process for projects such as new construction and additions.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a Comprehensive plan and City code for Planning & Zoning.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Obtain an emergency backup generator for City Hall.	New High 2026-2031	City PW / City EM	Our City Hall is considered an emergency shelter but has very limited space and no backup power supply or generator. The city will work to purchase a generator as funding is available under our city budget and approved by City Council.	Internal: City Gen. Operating Budget

CITY OF JENKINS

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and keep maintained as needed.	Internal: City Gen. Operating Budget
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
9	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: PW Dept. Budget
10	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
11	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and city text alert system to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Manhattan Beach — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin, City Council	The city shares information with the public by posting information on our city website or by making announcements as needed at City Council meetings. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin, City Council	We will work with CWC Emergency Management to help us put information on our city website about the Everbridge emergency notification system and a link to sign up on the county website.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Planning & Zoning	The city has Planning and Zoning Ordinances that we enforce.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Planning & Zoning	We have a Comprehensive plan as well as our city code for Planning & Zoning.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City Admin, City Council	The city will evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin, City Council	The city will seek to work with Crow Wing County to help us promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget

City of Manhattan Beach — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme heat or cold temperatures.	Existing High 2026-2031	City Admin, City Council	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
8	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Admin, City Council	The city continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: City Gen. Operating Budget
9	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin, City Council	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
10	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City Admin, City Council	The city will use our city website to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Nisswa — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website and city Facebook page. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will work with CWC Emergency Management to help us put information on our city website and FB page about the Everbridge emergency notification system and a link to sign up on the county website.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has local ordinances for land use regulation that we enforce.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	The city's planning and zoning department administers shoreland and floodplain ordinances.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city will evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget

City of Nisswa — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
6	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Work to address old trees that can come down from storms and result in major damages.	Existing Moderate 2026-2031	City Public Works Dept.	Our city has several areas with old, large trees in residential areas making them a concern causing damage or injury during storms. Our city public works department continues to trim trees in the ROW that may have dead or dying branches.	Internal: City Gen. Operating Budget
7	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 3 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and are maintained as needed.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to help us promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
9	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Address areas in the city where there should be storm shelters	Existing High 2026-2031	City EM	Our city has multiple resorts/ campgrounds along with an elementary school. We will seek to work with these areas to improve storm shelters as needed. Future construction projects may be coordinated with future facility upgrades. If any tornado safe room projects are of interest, the city would work with CWC Emergency Management to look into applying for FEMA HMGP grant funding.	Internal: City Gen. Operating Budget External: FEMA HMGP safe room grant
10	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme heat or cold temperatures.	Existing High 2026-2031	City Admin, City EM	The city has our community center available as a storm shelter with limited space. We would work with CWC emergency management if needed under a major event that displaced more people that we can include in our community center.	Internal: City Gen. Operating Budget

City of Nisswa — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
11	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: PW Dept. Budget
12	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
13	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	The city will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Pequot Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our city website, social media, and city hall bulletin board. We also do a yearly tornado and evacuation training. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will work with CWC Emergency Management to help provide us with information and a link to put on our city website, Facebook and our bulletin boards to encourage residents to sign up.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	The city has Planning and Zoning Ordinances that we enforce.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a Comprehensive Plan as well as our city code for Planning and Zoning. We also have a wellhead protection plan.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city had a generator installed at City Hall in case we would need to provide emergency shelter. We continue to ensure it is maintained.	Internal: City Gen. Operating Budget
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 3 outdoor warning sirens which we test monthly in coordination with the Crow Wing County Sheriff's Office and keep maintained as needed.	Internal: City Gen. Operating Budget

City of Pequot Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to help us promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Severe Summer Storms	Local Planning & Regulations / Structure & Infrastructure Projects	Work with the city's mobile home park to address evacuation and shelter planning. Plan for construction of a new tornado shelter or alternate site evacuation facility.	Existing High 2026-2031	City EM	We have limited sheltering at City Hall. We will work with the mobile home park to assess potential for future construction of a new storm shelter or tornado safe room. FEMA HMGP grant funding would be necessary for a safe room project.	Internal: City Gen. Operating Budget External: FEMA HMGP safe room grant
9	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme heat or cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
10	Extreme Cold	Education & Awareness Programs	Continue to notify residents about the danger of freezing water lines pipes during periods of extreme cold.	Existing High 2026-2031	City Admin	We use our city utility billing to notify residents of potential freezes. We have a list of contact information for residents that are highly susceptible to freezes during cold weather.	Internal: City Gen. Operating Budget
11	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	Our city Public Works department continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: PW Dept. Budget

City of Pequot Lakes — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
12	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	We enforce water restrictions if there is a drought. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
13	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	We will use our city website and social media to help raise awareness of wildfire danger during periods of drought. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Trommald

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
1	All-Hazards	Education & Awareness Programs	Encourage residents to be aware of and prepared for severe weather events, periods of extreme temperatures, and extended power outages.	Existing High 2026-2031	City Admin / City EM	The city shares information with the public by posting information on our community Facebook page and by making announcements at City Council meetings. We do not have a city website. We utilize our outdoor warning siren and a call system if needed. We will work with Crow Wing County Emergency Management to help us participate locally in sharing information during the NWS Severe Weather Awareness Week each April and Winter Hazards Awareness Week each November.	Internal: City Gen. Operating Budget
2	All-Hazards	Education & Awareness Programs	Encourage residents to sign up for the county's emergency notification system to receive alerts on severe weather events.	Existing High 2026-2031	City Admin / City EM	We will provide occasional reminders at council meetings to encourage all residents to sign up for the CWC Everbridge system.	Internal: City Gen. Operating Budget
3	All-Hazards	Local Planning & Regulations	Enforce city regulations that help to reduce the risk of storm damages to new development.	Existing High 2026-2031	City Admin	We have our own Planning & Zoning Ordinances and it is noted in them that standard building codes for Minnesota shall be followed.	Internal: City Gen. Operating Budget
4	All-Hazards	Local Planning & Regulations	Incorporate mitigation strategies across the city's long-term plans and policies for future growth and new development.	Existing Moderate 2026-2031	City Admin	We have a comprehensive plan that coordinates with our Ordinances.	Internal: City Gen. Operating Budget
5	Severe Winter & Summer Storms	Mitigation Preparedness & Response Support	Ensure the city has emergency generator backup power for city services and buildings.	New High 2026-2031	City PW / City EM	The city will evaluate if and where generator backup power is needed for city facilities or infrastructure. The city would purchase generators as funding is available and approved by City Council.	Internal: City Gen. Operating Budget
6	Severe Summer Storms	Mitigation Preparedness & Response Support	Ensure that the city's outdoor warning sirens are maintained and functioning.	Existing High 2026-2031	City EM	The city has 1 outdoor warning siren which we test monthly in coordination with the Crow Wing County Sheriff's Office and keep maintained as needed.	Internal: City Gen. Operating Budget

City of Trommald — Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
7	Severe Summer Storms	Education & Awareness Programs	Encourage residents to be aware of severe windstorms and tornadic weather, to understand warning siren alerts, and to be prepared with personal evacuation or shelter plans.	Existing High 2026-2031	City Admin / City EM	The city will seek to work with Crow Wing County to help us promote tornado awareness and safety during the NWS Severe Weather Awareness week each April.	Internal: City Gen. Operating Budget
8	Extreme Cold	Mitigation Preparedness & Response Support	Be prepared to provide emergency sheltering to vulnerable residents during periods of extreme cold temperatures.	Existing High 2026-2031	City Admin, City EM	In the event of an extreme temperature event coupled with an extended power outage, the city will work with our fire department and Crow Wing County Emergency Management to address assistance such as evacuation or temporary sheltering for the elderly or other vulnerable residents.	Internal: City Gen. Operating Budget
9	Flooding	Structure & Infrastructure Projects	Work to address flood mitigation measures that help the city to handle future high rain events.	Existing High 2026-2031	City Public Works Dept.	The city continues to maintain and improve our city stormwater system as needed to handle high rain events.	Internal: PW Dept. Budget
10	Drought	Local Planning & Regulations / Education & Awareness Programs	During periods of drought establish water use restrictions and conduct public outreach on water conservation measures.	New Moderate 2026-2031	City Admin	During periods of severe drought, the city will establish watering restrictions as per MN DNR guidance. We will also work to promote awareness to residents of the restrictions and water conservation measures.	Internal: City Gen. Operating Budget
11	Wildfire	Education & Awareness Programs	Promote public awareness of dangerous wildfire conditions during periods of drought and burning restrictions.	New Moderate 2026-2031	City EM, City FD	We will help raise awareness of wildfire danger during periods of drought by making announcements at city council meetings when needed. We will also work to promote awareness of burning restrictions if a burn ban is in effect.	Internal: City Gen. Operating Budget

City of Trommald

Mitigation Action Chart

#	Hazard	Mitigation Strategy	Mitigation Action	Status Priority Timeframe	Responsibility	Comments on Implementation & Integration	Possible Funding
12	Wildfire	Natural Systems Protection	Work to implement woodland fuel reduction projects in coordination with our Fire Dept, local residents, and Crow Wing County.	New High 2026-2031	City Admin, City FD in coord with CWCEM	Efforts we may work on include encouraging residents to clean up deadfall and conducing prescribed burns. We would seek to work in coordination with CWC Emergency Management and to obtain funding for wildfire mitigation activities.	Internal: City Gen. Operating Budget External: MN DNR Firewise, Community Wildfire Defense Grant

Appendix I – Plan Maintenance & Monitoring Worksheets

During the five-year plan period, the Emergency Management Director (EMD) will require all relevant departments and jurisdictions to report on the status of their mitigation actions. This information will be used to track progress for the next plan update. Participating jurisdictions will use these worksheets to report on the mitigation activities listed in Appendix H.

Mitigation Action Tracking	
Name of Jurisdiction	
Reporting Period	
Describe the action or project.	
Who is responsible for the action?	
Project status:	☐ Complete ☐ In progress, anticipated completion date: _____ ☐ Not started ☐ Canceled
Progress Report	
Has there been any progress with this project so far?	
Are there any obstacles or challenges with this action so far?	
What steps do you need to take to complete this project?	
Other comments:	

Hazard Mitigation Plan Maintenance Schedule			
Plan Maintenance Step	When	How	Who
Monitoring	Twice per year.	Get status updates on jurisdictional mitigation actions, compile progress reports and identify any opportunities for improvement.	Emergency Management Director
Evaluating	Once a year or after a disaster event.	Use a standard form to review how the plan has been carried out so far and record lessons learned.	Emergency Management Director, Lead Jurisdiction Planning Department Manager
Updating	Every 5 years, or after a disaster event.	Review the plan and document necessary updates as necessary for the next plan update.	Emergency Management Director, Lead Jurisdiction Planning Department Manager

The EMD will also seek feedback from the Emergency Managers group on the following:

- Are there any new representatives from jurisdictions, agencies, or organizations that you feel should be included in our stakeholder outreach?

- Do you feel your community has any new vulnerabilities that may be impacted by hazard events? (critical infrastructure, systems, or populations)

- Has your community identified any new mitigation activities that would help reduce risk to future hazard events?

- Are there any funding opportunities or other resources that may be available to help implement local mitigation activities?

- How is your community integrating information from the mitigation plan into other planning mechanisms (such as plans, policies, or partnerships)?

CITY OF NISSWA

To: Nisswa City Council

Prepared by: Amber Moon Peterson

Date: January 20, 2026

Item: Community Center Quotes

Action Requested: Motion to approve HyTec's proposal for repairs and updates at the Nisswa Community Event Center.

Background: At the April 2025 Parks Commission meeting, members of the Commission and City Council did a walkthrough of the Community Center to discuss anticipated repairs and updates. Several components of the Community Center are coming due for replacement or could benefit from being updated.

In November, staff meet with Nor-Son and HyTec to discuss the scope of work for the Community Center. Included with this memo are two proposals. Nor-Son provided a proposal for professional services to design and manage the repairs/upgrades. HyTec provided a proposal to furnish all labor, materials and equipment necessary to perform the building repairs/upgrades.

The Parks Commission reviewed the proposals at the January Parks Commission meeting. They motioned to recommend to City Council to approve HyTec's proposal as presented, motion carried unanimously.

Budget Impact: $141,400

The Community Center has approximately $145,000 in the Capital Reserve. Projects that are expected to exceed $175,000 require a sealed bid process.

Attachments:

Nor-Son Proposal

HyTec Proposal

NOR-SON
CONSTRUCTION

City of Nisswa
5442 City Hall Street
PO Box 410
Nisswa, MN 56468

Att: Amber Moon Peterson
Park and Rec Director

Ref: Professional Services for Community Center Repairs

November 26, 2025

Dear Amber;

Nor-Son Construction is pleased to offer our professional services to design and manage the repairs needed on the Community Center Building, 25628 Main St., Nisswa, MN. Our services will include a code review, design and budgeting for the repairs and improvements. The information provided will allow the City of Nisswa to budget, plan and commit to needed improvements and repairs.

Areas of Concern

- Carpet and laminate flooring.
- Restroom re design and new finishes.
  - Add family restroom
- Window shades in the great room.
- LED lights in the main level.
- Water heater.
- Water intrusion into the basement.
  - Possibly re grade the exterior of the building
  - Possibly correct when the parking lot is updated
- Gutters
- Siding repair.
- Concrete pad and front wood columns
- Exterior doors, garage door and ramp handrail
- Exterior concrete steps
- Front entry canopy

Terms

Scope of Services

- ***Meet*** in person to confirm requirements for this project.
- ***Create*** a Schematic Design plan of the project.
- ***Coordinate*** a Schematic Architectural Design.
- ***Provide*** a Schematic Design budget.

Compensation

Schematic Design, planning and budgeting will be completed on an hourly basis, not to exceed $5,000.00.

Construction will be contracted thru the EzIQC Sourcewell deliverable or hiring Nor Son Construction as you Construction Manager as Constructor. Each construction task will be pre-approved by the Owner prior to proceeding.

Once we are authorized to proceed, it is expected the design and budget will be complete within 30-45 calendar days.

Other Conditions

- Work will be invoiced monthly with payment due 20 days after receipt.
- Unpaid amounts accrue interest at the rate of one percent per month, twelve per cent per annum.
- Reimbursable expenses such as any required consultants, reproduction, mileage, and other such items will be invoiced monthly at industry approved rates plus a fee of 10%.
- Nor Son Construction will retain all copyrights to the design documents.

We look forward to working with you now and in the future.

Thank you for placing your trust in us.

Nor-Son Construction, LLC

Signature

MARK KUNTZ

Printed Name

Director of Business Development

Title

November 26, 2025

Date

Client

Signature

Printed Name

Title

Date

NOR-SON CONSTRUCTION, LLC (HDQTRS)
7900 Hastings Road
Baxter, MN 56425
218-828-1722 (main)

NOR-SON CONSTRUCTION, LLC
7544 Market Place Drive, Suite 201
Eden Prairie, MN 55344
612-216-1800 (main)

Nor-SonConstruction.com

HYTEC CONSTRUCTION

P.O. Box 621, Brainerd, MN 56401
● Tel 218-829-8529 ● Fax 218-829-5383 ● office@hytecconstruction.com

December 30, 2025

Nisswa Community Center
25628 Main Street
Nisswa, MN 56468

RE: Community Center Interior Remodel

Dear Amber:

We hereby submit our cost proposal to furnish all labor, materials and equipment necessary to perform the building upgrades below for the approximate sum of **$141,400.00 (One Hundred Forty-One Thousand Four Hundred Dollars and Zero Cents)**.

Included in this proposal are the following:

- General Requirements: supervision, daily cleanup and disposal, general liability and worker's compensation insurance

- Event Space Upgrades:
  - Remove and dispose of 40' x 70' carpet area and replace with carpet tile
  - Replace (7) sets of window blinds with Honeycomb LiteRise blinds
  - Remove last course of tile at beverage counter

- Bathroom Upgrades:
  - Remove all floor and wall tile in Men's and Women's bathrooms
  - Remove and dispose of all bathroom partitions, countertops, and bathroom accessories
  - Install new floor and wall tile with 4' high wainscot
  - Paint existing drywall above tile
  - Install (3) new wall mounted marble countertops with integral sinks
  - Replace all plumbing fixtures
  - Install new bathroom partitions and accessories
  - Replace all 2x4 lay-in lighting with new LED lay-in lighting
  - Relocate bathroom floor registers into walls

- East Basement Repairs:
  - Remove and replace water damaged drywall along stairwell beneath bar – fire taped finish to match existing
  - Remove (2) floor drains in bar
  - Remove and relocate existing on-demand water heater
  - Repipe and insulate indirect waste line
  - Repipe airgap to existing floor drain
  - Extend floor registers in bar to sit above floor level

HYTEC CONSTRUCTION

P.O. Box 621, Brainerd, MN 56401

● Tel 218-829-8529 ● Fax 218-829-5383 ● office@hytecconstruction.com

- West Basement Upgrades:
  - Remove and dispose of existing water heater
  - Install new 75 gallon water heater and condensate piping

- Exterior Repairs:
  - Remove and replace damaged soffit, fascia, and siding trim (See Allowance #1)
  - Remove and replace (1) 9' x 8' overhead door

Allowance #1: $3,000.00

Remove woodpecker-damaged wood soffit, fascia, and siding trim, install new wood materials stained to match. To be tracked on a Time and Materials basis using the wage rates below, the attached equipment rates, and a 10% contractor fee on all labor, materials, and/or subcontractor work.

Alternate #1: Upgrade to (3) Solid Surface Countertops in both bathrooms.....**ADD $1,100.00**

Alternate #2: Add electric garage door opener with one remote for overhead door (assumes outlet is already located above door).....**ADD $539.00**

Our standard Time and Material billing rates are as follows:

- Laborer - $60.00/hr
- Carpenter - $75.00/hr
- Supervisor - $80.00/hr
- Project Manager - $90.00/hr

Not included is any

- Gordian Fees
- Building Permit Fees
- Builder's Risk Insurance
- LVP flooring replacement
- Sitework/concrete/paving
- New Family bathroom
- Foundation waterproofing
- Framing (assumes all existing lumber is still in good condition)
- Wood trim work
- Canopy post replacement
- Doors/frames
- Exterior handrail
- Gutter replacement

HY-TEC CONSTRUCTION

P.O. Box 621, Brainerd, MN 56401
● Tel 218-829-8529 ● Fax 218-829-5383 ● office@hytecconstruction.com

Thank you for the opportunity to present this cost estimate for your consideration. If you have any questions or concerns, please contact me.

Sincerely,

Kevin Bartolic

Kevin Bartolic, Project Manager
HY-TEC CONSTRUCTION
OF BRAINERD, INC.

Acceptance: _____ Dated: _____

WEEKLY T&M USE FEES

Project: _____

For week ending: _____

	DAY	WEEK	MONTH			
8,000 All Terain Forklift	$400.00	$1,200.00	$3,500.00		_____	$_____
Scissor Lift	$70.00	$180.00	$300.00		_____	$_____
Skyjack All Terain Lift	$175.00	$450.00	$875.00		_____	$_____
Skidsteer	$240.00	$875.00	$2,400.00		_____	$_____
Skidsteer Auger Attachment	$125.00	$500.00	$2,400.00			
Straight Boom Lift - JLG	$350.00	$900.00	$2,000.00		_____	$_____
Crane - with operator	$200.00	per hour			_____	$_____
Jobsite Trailer		$200.00	$700.00		_____	$_____
Storage Trailer			$80.00			
Plate Compactor	$50.00	$150.00	$400.00		_____	$_____
Custom Metal Brake	$50.00	$150.00	$400.00		_____	$_____
Theodolite - Daily rate only	$75.00	NOT FOR RENT			_____	$_____
Laser	$25.00	$65.00	$350.00		_____	$_____
Partner Saw	$60.00	$180.00	$400.00	Plus blades	_____	$_____
Brick Saw	$50.00	$150.00	$400.00	Plus blades	_____	$_____
Vibrator - concrete	$30.00	$90.00	$250.00		_____	$_____
Walk Behind concrete saw	$80.00	$180.00	N/A	Plus blades	_____	$_____
Diamond Blades - check out					_____	$_____
Mortar Mixer	$50.00	$150.00			_____	$_____
Concrete Buggy	$100.00	$300.00	$900.00		_____	$_____
Cement Bucket	$150.00	$300.00	$480.00		_____	$_____
Demo Hammer	$30.00	$75.00	$225.00		_____	$_____
Torches	$18.00	$40.00	$175.00	Plus Fuel	_____	$_____
Pressure Washer	$70.00	$200.00	$400.00		_____	$_____
Portable Welder	$50.00	$150.00	$500.00	Plus Electrodes	_____	$_____
Trowel Machine	$85.00	$200.00	$500.00	Plus blades	_____	$_____
Rebar Bender	$15.00	$40.00	$125.00		_____	$_____
Mason Scaffolding/Section	$3.00			per section	_____	$_____
Carpenter Scaffolding - 4'	$3.00			per section	_____	$_____
Carpenter Scaffolding - 6'	$3.00			per section	_____	$_____
Aluminum Planks - each	$1.00	$3.00	$15.00		_____	$_____
Temporary Heaters	$10.00	$50.00	$450.00	varies	_____	$_____
Concrete Blankets	$1.00	$5.00	$20.00		_____	$_____
Ground Thaw Machine	$450.00	$1,625.00	$4,875.00		_____	$_____
Generator	$70.00	$200.00	$350.00		_____	$_____
Screed - 10' Vibra	$50.00	$150.00			_____	$_____
Screed - 40' Bridge	$100.00	$350.00			_____	$_____
Fencing			$8.00	per panel	_____	$_____
Dehumidifier	$42.00	$90.00	$252.00		_____	$_____
HEPPA Machine	$40.00	$90.00	$250.00		_____	$_____
					_____	$_____
					_____	$_____
					_____	$_____
					_____	$_____
					_____	$_____
					_____	$_____
					_____	$_____
					==========	==========

NOTE: All fuel costs are not included in above pricing

CITY OF NISSWA

To: Nisswa City Council

Prepared by: Amber Moon Peterson

Date: January 20, 2026

Item: Gull Lake Trail Phase 4B – Nisswa Lake Park Plans

Action Requested: Approve the Nisswa Lake Park Plans and authorize obtaining quotes for construction

Background: In June 2025, the Council elected to submit a request to GMRPTC for the addition of a paved trail and flushing toilet at Nisswa Lake Park. GMRPTC approved the application to amend the Gull Lake Trail Phase 4B project to include those items. In November, Council authorized the purchase of the toilet.

Included for Council review is the updated cost estimate and plans for those approved additions at Nisswa Lake Park. Staff are seeking Council authorization to utilize the plans to obtain quotes for this work. Staff will then bring quotes back to Council for final approval.

Budget Impact: $173,665.38 is the estimated cost for construction including 5% contingency

Attachments:

Cost Estimate

Gull Lake Trail Phase 4B – Nisswa Lake Park Plans

Gull Lake Trail Phase 4B

1/9/2026

	Original Contract Amount	$	497,918.59	
	Extras			
	Change Orders	$	66,941.37	
	Total Contract Cost	$	564,859.96	
	Subtotal Total Cost to date	$	521,107.75	as of Pay App #6
	Cost to complete	$	41,000.61	Includes $12,000 for fence
	Cost reimbursed to City	$	(21,272.31)	
	Subtotal Construction Cost	$	540,836.05	
5%	Contingency	$	27,041.80	
	Total Construction Cost	$	567,877.85	
	Widseth Fees			
	Plans, specs, and bidding	$	24,000.00	
	Construction Services	$	92,000.00	Actual number is higher
	Braun Intertec	$	8,380.00	
	Subtotal Fees	$	124,380.00	
	Total Project Costs	$	692,257.85	
	Grant Amount	$	935,876.00	Includes $80,000 match amount
	Funds Available	$	243,618.15	

Estimated Cost for Nisswa Lake Park Restroom

SUBTOTAL CONSTRUCTION COST(CIVIL, ELECTRICAL, AND MECHANICAL	$	165,395.60	
5% CONTINGENCY	$	8,269.78	
TOTAL CONSTRUCTION COST WITH CONTINGENCY	$	173,665.38	
SUBTOTAL OWNER FURNISHED MATERIALS	$	73,155.00	
TOTAL CONSTRUCTION COST	$	246,820.38	

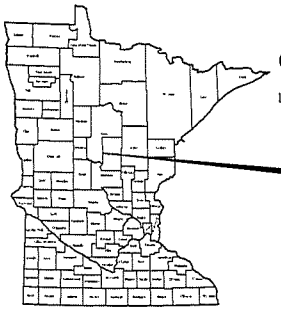
MINNESOTA DEPARTMENT OF NATURAL RESOURCES

CITY OF NISSWA

CROW WING COUNTIES, MINNESOTA

CONSTRUCTION PLANS FOR TRAIL, ASSOCIATED GRADING, & RESTROOM CONSTRUCTION

LOCATED ON: CSAH 77 FROM: CITY OF NISSWA MUNICIPAL BOUNDARY TO: INTERSECTION OF CSAH 77 & LOWER ROY LAKE ROAD



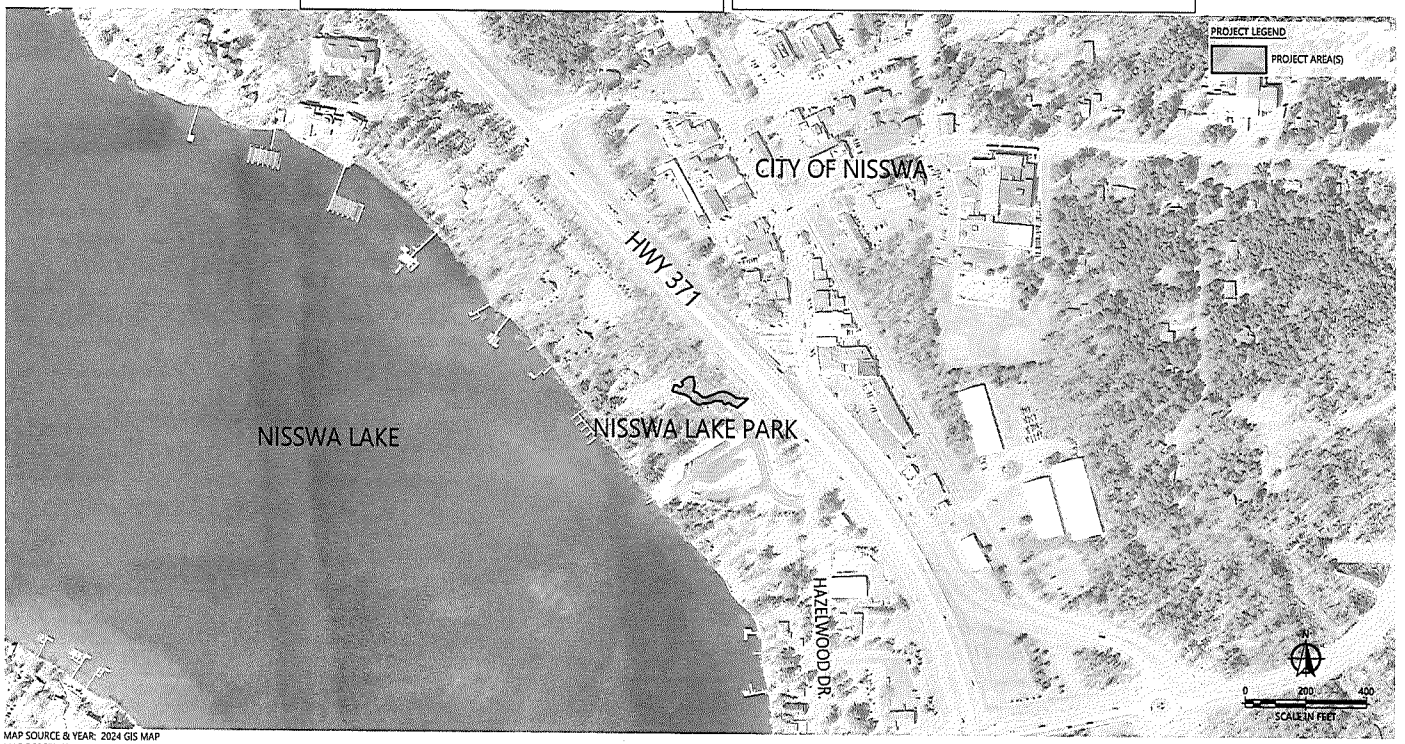
PROJECT LOCATION
NISSWA, MINNESOTA

DESIGN DESIGNATION
GULL LAKE PHASE 4

FUNCTIONAL CLASS: TRAIL
DESIGN SPEED: 20 MPH
BASED ON STOPPING SIGHT DISTANCE
HIEGHT OF EYE: 4.5 HIEGHT OF OBJECT: 0

NISSWA PARK TRAIL

GROSS LENGTH:	646 (0.015)	FEET (MILES)
BRIDGES LENGTH:	0	FEET
EXCEPTIONS LENGTH:		FEET
NET LENGTH:	646 (0.015)	FEET (MILES)



MAP SOURCE & YEAR: 2024 GIS MAP
MAP DESCRIPTION: [DESCRIPTION OF MAP, I.E. PARTIAL MAP OF NISSWA, CROW WING COUNTY, MINNESOTA]

GOVERNING SPECIFICATIONS

THE 2025 EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AND THE 2025 SCHEDULE OF "MATERIALS CONTROL FOR 2025 STANDARD SPECIFICATIONS" SHALL GOVERN.

SHEET INDEX TABLE

SHEET NUMBERS	SHEET TITLE
C0.01	TITLE SHEET
C0.02	PLAN LEGEND
C1.01	ESTIMATED QUANTITIES
C2.01- C2.07	CIVIL DETAILS
C3.01	TYPICAL SECTIONS
C4.01	EXISTING TOPOGRAPHY, REMOVALS, & EROSION CONTROL PLANS
C5.01-5.02	SITE PLAN
C6.01-C6.03	UTILITY PLANS
C7.01 - C7.02	PLAN & PROFILES
C8.01- C8.02	GRADING PLANS
C9.01	TURF RESTORATION
E1.01	ELECTRICAL SITE PLAN
E2.01	ELECTRICAL DETAILS & NOTES
MT1.11	MECHANICAL TITLE SHEET
P1.11	BELOW GRADE PLUMBING PLAN

THIS PLAN CONTAINS 26 SHEETS

FOR APPROVAL: _____ DATE _____
SIGNATURE: MAYOR JENNIFER CARNAHAN

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRINT NAME: _____ LICENSE NUMBER: _____
DATE: _____ SIGNATURE: _____

THIS PLAN SET CONTAINS COLOR GRAPHICS. BLACK AND WHITE PRINTS ARE NOT OFFICIAL SIGNED DOCUMENTS.

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY: AMS
CHECKED BY: AW

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
WILLIAM K WESTERBERG LIC. NO.: 21874 DATE: 1/9/2026

DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK
TITLE SHEET

C0.01
PROJECT #: 2025-11173

© 2026 WIDSETH - FILE: \\DATA\WIDSETH-FILES\PACE\PROJECTS\CITY OF NISSWA-32600.2025-11173\CADD\CIVIL\C-15-2025-11173.DWG PLOTTED BY: ANNE SAUAZAR January 9, 2026

SURVEY MONUMENTS - FOUND
- FOUND CAST IRON MONUMENT
- FOUND CONTROL POINT
- FOUND IRON PIPE
- FOUND JUDICIAL LAND MONUMENT
- FOUND LATH

SURVEY MONUMENTS - STAKED
- BENCHMARK
- STAKED CAST IRON MONUMENT
- STAKED CONTROL POINT
- STAKED IRON PIPE
- STAKED JUDICIAL LAND MONUMENT

PROPERTY LINEWORK
- SECTION LINE
- QUARTER SECTION LINE
- QUARTER QUARTER SECTION LINE
- RIGHT-OF-WAY LINE
- EASEMENT LINE
- DESCRIPTION LINE
- DEEDED LOT LINE
- PLATTED LOT LINE
- BOUNDARY LINE
- SUBDIVISION LINE
- SETBACK LINE

TOPOGRAPHIC INFORMATION - EXISTING
- MAJOR CONTOURS
- MINOR CONTOURS
- SPOT ELEVATION

TOPOGRAPHIC INFORMATION - PROPOSED
- MAJOR CONTOURS (WITH LABEL)
- MINOR CONTOURS (WITH LABEL)
- SPOT ELEVATION
- SLOPE - PERCENT
- SLOPE - RISE : RUN
- SPOT ELEVATIONS @ CURB (TBC: TOP BACK CURB / FLW: CURB FLOWLINE)
- SPOT ELEVATIONS, CUT/FILL (GREEN: FILL DEPTH / RED: CUT DEPTH)

VEGETATION SYMBOLS - EXISTING
- SHRUB
- STUMP
- TREE - CONIFEROUS
- TREE - DECIDUOUS
- WETLAND

VEGETATION LINEWORK - EXISTING
- EDGE OF WOODS
- EDGE OF WETLANDS

VEGETATION SYMBOLS - PROPOSED
- SHRUB
- TREE - CONIFER
- TREE - DECIDUOUS

VEGETATION LINEWORK - PROPOSED
- EDGE OF WOODS

ROADWAY/PAVEMENT LINEWORK - EXISTING
- BITUMINOUS SURFACE
- CONCRETE SURFACE
- CURB & GUTTER
- GRAVEL SURFACE
- ROADWAY/DRIVE/TRAIL CENTERLINE

ROADWAY/PAVEMENT LINEWORK - PROPOSED
- BITUMINOUS SURFACE
- CONCRETE SURFACE
- CURB & GUTTER
- GRAVEL SURFACE
- ROADWAY/DRIVE/TRAIL CENTERLINE

SITE SYMBOLS - EXISTING
- FENCE POST
- FLAG POLE
- GUARD POST (BOLLARD)
- GUY POLE
- GUY WIRE ANCHOR
- ACCESSIBLE PARKING MARKING
- MAILBOX
- SIGN - DOUBLE POST
- SIGN - SINGLE
- SIGN - FIRE #

SITE LINEWORK - EXISTING
- BUILDING
- BARB WIRE FENCE
- CHAINLINK FENCE
- WOOD FENCE
- RAILROAD
- RETAINING WALL

SITE SYMBOLS - PROPOSED
- FENCE POST
- FLAG POLE
- GUARD POST (BOLLARD)
- GUY POLE
- GUY WIRE ANCHOR
- MAILBOX
- SIGN - DOUBLE POST
- SIGN - FIRE #
- SIGN - SINGLE

SITE LINEWORK - PROPOSED
- BUILDING
- FENCE - BARB WIRE
- FENCE - CHAINLINK
- FENCE - WOOD
- RETAINING WALL

COMMUNICATION/TELECOM UTILITY SYMBOLS - EXISTING
- TELECOM HANDHOLE
- TELECOM MANHOLE
- TELECOM PEDESTAL
- TELECOM POLE
- TV HANDHOLE
- TV PEDESTAL
- SATELLITE DISH

COMMUNICATION/TELECOM UTILITY LINEWORK - EXISTING
- UNDERGROUND FIBER OPTIC LINE
- OVERHEAD TELEPHONE LINE
- UNDERGROUND TELEPHONE LINE
- OVERHEAD TV LINE
- UNDERGROUND TV LINE

COMMUNICATION/TELECOM UTILITY SYMBOLS - PROPOSED
- TELECOM HANDHOLE
- TELECOM MANHOLE
- TELECOM PEDESTAL
- TELECOM POLE
- TV HANDHOLE
- TV PEDESTAL
- SATELLITE DISH

COMMUNICATION/TELECOM UTILITY LINEWORK - PROPOSED
- UNDERGROUND FIBER OPTIC LINE
- UNDERGROUND TELEPHONE LINE
- OVERHEAD TV LINE
- UNDERGROUND TV LINE

ELECTRICAL UTILITY SYMBOLS - EXISTING
- AC UNIT
- GENERATOR
- GROUND LIGHT (FLOODLIGHT)
- ELECTRIC HANDHOLE
- LIGHT POLE
- ELECTRIC MANHOLE
- ELECTRIC METER
- ELECTRIC PEDESTAL
- ELECTRIC POLE
- TRAFFIC SIGNAL
- TRANSFORMER
- YARD LIGHT

ELECTRICAL UTILITY LINEWORK - EXISTING
- OVERHEAD ELECTRIC LINE
- UNDERGROUND ELECTRIC LINE

ELECTRICAL UTILITY SYMBOLS - PROPOSED
- AC UNIT
- GENERATOR
- GROUND LIGHT (FLOODLIGHT)
- ELECTRIC HANDHOLE
- LIGHT POLE
- ELECTRIC MANHOLE
- ELECTRIC METER
- ELECTRIC PEDESTAL
- ELECTRIC POLE
- TRAFFIC SIGNAL
- TRANSFORMER
- YARD LIGHT

ELECTRICAL UTILITY LINEWORK - PROPOSED
- OVERHEAD ELECTRIC LINE
- UNDERGROUND ELECTRIC LINE

NATURAL GAS UTILITY SYMBOLS - EXISTING
- NATURAL GAS METER
- NATURAL GAS VALVE
- PROPANE TANK

NATURAL GAS UTILITY LINEWORK - EXISTING
- NATURAL GAS LINE

NATURAL GAS UTILITY SYMBOLS - PROPOSED
- NATURAL GAS METER
- NATURAL GAS VALVE
- PROPANE TANK

NATURAL GAS UTILITY LINEWORK - PROPOSED
- NATURAL GAS LINE

SANITARY SEWER SYMBOLS - EXISTING
- SANITARY AIR RELEASE MANHOLE
- SANITARY CLEANOUT
- LIFT STATION WET WELL
- LIFT STATION VALVE VAULT
- SANITARY MANHOLE
- SANITARY VALVE (FORCEMAIN)

SANITARY SEWER LINEWORK - EXISTING
- SANITARY FORCE MAIN
- SANITARY GRAVITY MAIN
- SANITARY SERVICE LINE

SANITARY SEWER SYMBOLS - PROPOSED
- SANITARY AIR RELEASE MANHOLE
- SANITARY CLEANOUT
- LIFT STATION WET WELL
- LIFT STATION VALVE VAULT
- SANITARY MANHOLE
- SANITARY VALVE (FORCEMAIN)

SANITARY SEWER LINEWORK - PROPOSED
- SANITARY FORCE MAIN
- SANITARY GRAVITY MAIN
- SANITARY SERVICE LINE

STORM SEWER SYMBOLS - EXISTING
- STORM SEWER CATCH BASIN
- STORM SEWER CLEANOUT
- CULVERT APRON
- STORM SEWER INLET STRUCTURE
- STORM SEWER MANHOLE

STORM SEWER LINEWORK - EXISTING
- STORM SEWER GRAVITY MAIN
- STORM SEWER DRAINTILE

STORM SEWER SYMBOLS - PROPOSED
- STORM SEWER CATCH BASIN
- STORM SEWER CLEANOUT
- STORM SEWER INLET STRUCTURE
- STORM SEWER MANHOLE

STORM SEWER LINEWORK - PROPOSED
- STORM SEWER GRAVITY MAIN
- STORM SEWER DRAINTILE

WATER SYMBOLS - EXISTING
- CURB STOP
- WATER HANDHOLE
- FIRE HYDRANT
- YARD HYDRANT
- WATER MANHOLE
- WATER METER
- WATER MAIN VALVE
- WATER WELL

WATER LINEWORK - EXISTING
- WATER MAIN LINE
- WATER SERVICE LINE

WATER SYMBOLS - PROPOSED
- CURB STOP
- HANDHOLE
- HYDRANT
- YARD HYDRANT
- MANHOLE
- WATER METER
- WATER MAIN VALVE
- WATER WELL

WATER LINEWORK - PROPOSED
- WATER MAIN PIPE
- WATER SERVICE PIPE

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WIDSETH
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DRAWN BY: AMS
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WILLIAM K WESTERBERG LIC. NO.: 21674 DATE: 1/9/2026

DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

PLAN LEGEND

C0.02

PROJECT #: 2025-11173

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STATEMENT OF ESTIMATED QUANTITIES

ITEM NO.	SHEET NO.	NOTES	MnDOT SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY
CIVIL CONSTRUCTION QUANTITIES						
1			2021.501	MOBILIZATION	LUMP SUM	1
2		SPEC 31 1000 & 31 1100	2101.505	CLEARING	ACRE	0.39
3		SPEC 31 1000 & 31 1100	2101.505	GRUBBING	ACRE	0.39
4		SPEC 02 4100 & 02 4200	2104.502	REMOVE DRAINTILE APRON	EACH	1
5		SPEC 02 4100 & 02 4200	2104.502	REMOVE TIMBER SIGN	EACH	1
6		SPEC 02 4100 & 02 4200	2104.502	SALVAGE AND INSTALL DEDICATION PLAQUE	EACH	1
7		SPEC 02 4100 & 02 4200	2104.502	REMOVE PIPE DRAIN	LIN FT	4
8			2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	LIN FT	69
9		SPEC 02 4100 & 02 4200	2104.503	REMOVE CURB & GUTTER	LIN FT	5
10		SPEC 02 4100 & 02 4200	2104.504	REMOVE BITUMINOUS PAVEMENT	SQ YD	37
11			2104.511	SAWING CONCRETE PAVEMENT (FULL DEPTH)	LIN FT	2
12		SPEC 02 4100 & 02 4200	2104.607	SALVAGE CRUSHED ROCK (6")	CU YD	27
13		SPEC 31 2313 & 31 2316	2105.507	EXCAVATION- COMMON (P)	CU YD	28
14		SPEC 31 2323	2105.507	COMMON EMBANKMENT(CV) (P)	CU YD	197
15		SPEC 32 1123	2211.507	AGGREGATE BASE (CV) CLASS 5 (P)	CU YD	52
16			2211.602	INSTALL CRUSHED ROCK	CU YD	9
17			2211.602	INSTALL KIOSK SIGN	LUMP SUM	1
18			2472.506	REINFORCEMENT BARS	POUND	240
19		SHEET DETAIL C2.02 AND SPEC 33 4211, 33 4213, & 33 4913	2501.502	12" RC PIPE APRON	EACH	1
20		SHEET DETAIL C2.04	2502.602	4" PVC CLEANOUT	EACH	2
21		SPEC 33 4211, 33 4213, & 33 4913	2503.503	12" RC PIPE CULVERT CLASS III DES 3006	LIN FT	38
22		SPEC 33 3100, 33 3113	2503.503	4" PVC SCHED 40 PIPE SEWER	LIN FT	20
23		DETAIL SHEET C2.01 AND SPEC 33 3213.13	2503.602	FURNISH AND INSTALL STEP STATION	LUMP SUM	1
24		DETAIL SHEET C2.01 AND SPEC33 3100, 33 3113, & 33 3400	2503.603	2" PE FORCE MAIN	LIN FT	39
25		DETAIL SHEET C2.01	2504.602	2" CORPORATION STOP AND CONNECTION TO EXISTING FORCEMAIN	LUMP SUM	1
26		DETAIL SHEET C2.01	2504.602	2" CURB STOP AND BOX	EACH	1
27		DETAIL SHEET C2.03	2504.602	FURNISH AND INSTALL YARD HYDRANT AND VALVE	EACH	1
28		SEE APPENDIX AND SPEC.	2504.602	TRACER WIRE	LIN FT	140
29		SPEC 33 1000	2504.603	1 1/2" TYPE PE PIPE	LIN FT	67
30		SPEC 33 2100	2504.602	DEVELOP WELL	LUMP SUM	1
31		MnDOT SPEC 3760	2504.604	4" POLYSTYRENE INSULATION	SQ YD	45
32		DETAIL SHEET C2.03	2506.502	CONSTRUCTION DRAINAGE STRUCTURE DESIGN SD	EACH	1
33			2506.502	CASTING ASSEMBLY	EACH	1
34			2521.518	4" CONCRETE WALK	SQFT	533
35			2521.518	6" CONCRETE WALK	SQFT	41
36		SPEC 32 1216	2521.518	2.5" BITUMINOUS WALK	SQFT	2684
37		DETAIL SHEETS C2.05 & C2.06 AND SPEC 32 1726	2531.618	TRUNCATED DOMES	SQFT	29
38		DETAIL SHEET C2.07 AND SPEC 32 1600	2531.618	CONCRETE CURB AND GUTTER B618	LIN FT	15
39			2563.601	TRAFFIC CONTROL	LUMP SUM	1
40		SPEC 31 2500	2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1
41		SPEC 31 2500	2573.502	CULVERT END CONTROLS	EACH	1
42		SPEC 31 2500	2573.503	SILT FENCE, TYPE MS	LIN FT	440
43		SPEC 31 2500	2573.503	SEDIMENT CONTROL LOG TYPE COMPOST	LIN FT	48
44		SPEC 32 9219	2574.508	FERTILIZER TYPE 3	LB	75
45		SPEC 32 9219	2575.505	SEEDING	ACRE	0.18
46		SPEC 32 9219	2575.508	HYDRAULIC REINFORCED FIBER MATRIX	LB	702
47		SPEC 32 9219	2575.508	SEED TURFGRASS	LB	36
48		SEE APPENDIX		INSTALL BIKE REPAIR STATION	LUMP SUM	1
49		SEE APPENDIX		INSTALL STEP STATION PUMP PACKAGE	LUMP SUM	1
50		SEE APPENDIX		INSTALL TRACER WIRE PACKAGE (SANITARY)	LUMP SUM	1
51		SEE APPENDIX		INSTALL TRACER WIRE PACKAGE (WATER)	LUMP SUM	1

STATEMENT OF ESTIMATED QUANTITIES

ITEM NO.	SHEET NO.	NOTES	MnDOT SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY
ELECTRICAL CONSTRUCTION QUANTITIES						
1				2" RDIGID CONDUIT	LIN FT	480
2				1" RIGID CONDUIT	LIN FT	125
3				#10 XHHW WIRE	CLF	1.5
4				#6 XHHW WIRE	CLF	5
5				#8 XHHW WIRE	CLF	5.5
6				#4/0 XHHW WIRE	CLF	14
7				METER AND C/T CABINET	EACH	1
8				HANDHOLE	EACH	2
9				CONSTRACTOR MOBILIZATION	LUMP SUM	1
10				ELECTRIC UTILITY CHARGES	LUMP SUM	1
MECHANICAL CONSTRUCTION QUANTITIES						
1				4" SCHEDULE 40 PVC (SANITARY)	LIN FT	11
2				3" SCHEDULE 40 PVC (SANITARY)	LIN FT	6
3				2" SCHEDULE 40 PVC (SANITARY)	LIN FT	10.75
4				1-1/2" TYPE K COPPER PIPE (MAIN WATER LINE)	LIN FT	12
5				PLUMBING FIXTURE INSTALL (LABOR ONLY)	LUMP SUM	1
6				PIPING INSTALL, MISC. VALVING, FITTINGS	LUMP-SUM	1
7				INSTALL HVAC (LABOR ONLY)	LUMP-SUM	1

THE TABLES' QUANTITIES ARE APPROXIMATE AND ARE PROVIDED FOR INFORMATIONAL PRUPOSES ONLY AND MAY NOT BE INCLUSIVE OF ALL ITEMS. THE CONTRACTOR SHALL VERIFY QUANTITIES FOR THE PROJECT.

STATEMENT OF ESTIMATED QUANTITIES

ITEM NO.	SHEET NO.	NOTES	MnDOT SPEC. NO.	ITEM DESCRIPTION	UNIT	QUANTITY
OWNER FURNISHED						
1			SPECIAL	PRE-CAST STRUCTURE*	LUMP SUM	1
2		SEE APPENDIX		BIKE REPAIR STATION*	LUMP SUM	1
3		SEE APPENDIX		PUMP PACKAGE (STEP STATION)*	LUMP SUM	1
4				TRACER WIRE PACKAGE (SANITARY)*	LUMP SUM	1
5		SEE APPENDIX		TRACER WIRE PACKAGE (WATER)*	LUMP SUM	1
6				KIOSK SIGN	LUMP SUM	1

* THESE BID ITEMS WILL BE PROVIDED BY THE OWNER, AND THE CONTRACTOR SHALL INSTALL THEM ACCORDING TO SPECIFICATIONS IN THE PLANS AND APPENDICES.

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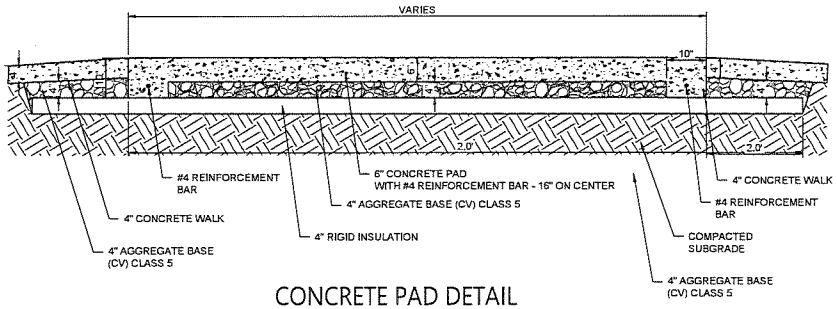
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WILLIAM K. WESTERBERG LIC. NO.: 21824 DATE: 1/9/2026

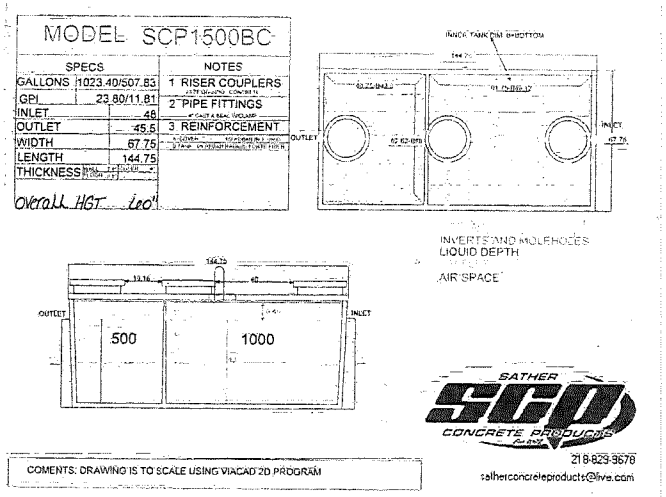
DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK
ESTIMATED QUANTITIES

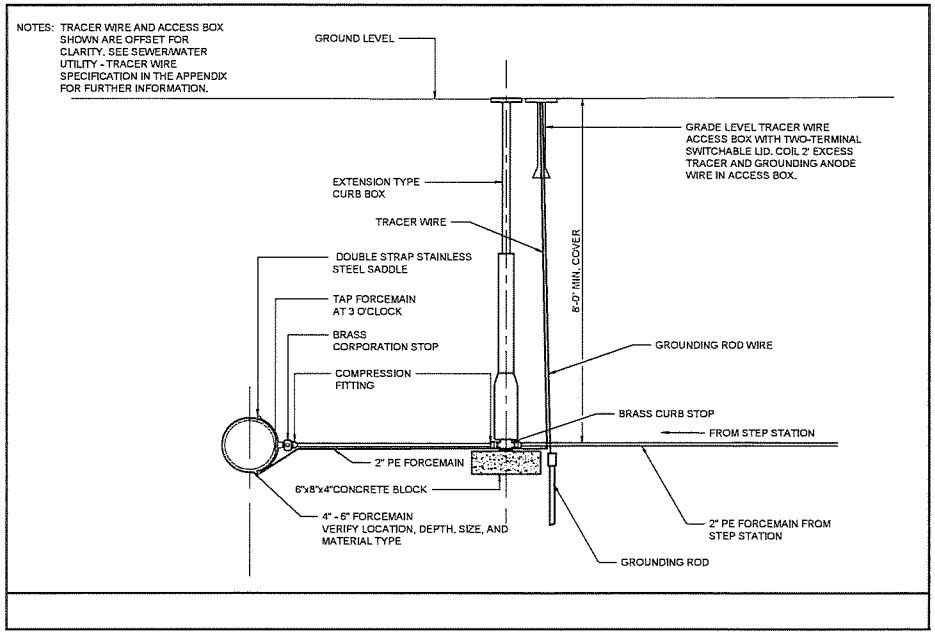
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PROJECT #: 2025-11173



CONCRETE PAD DETAIL
FOR PRECAST BUILDING



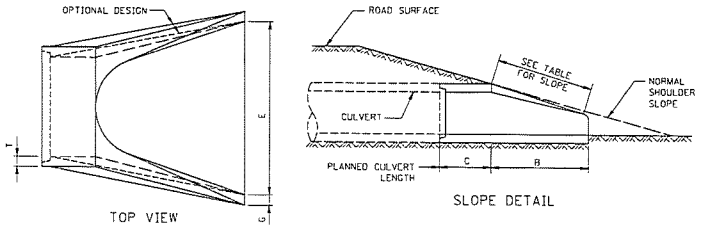
STEP STATION
PRECAST CONCRETE DETAILS

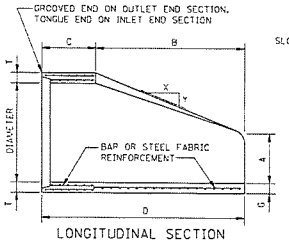


TYPICAL STEP STATION FORCEMAIN DETAIL

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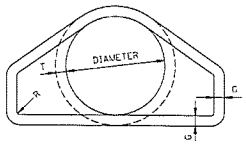


SLOPE = Y TO X

NOTE: REINFORCEMENT AND DESIGN OF END SECTION "C" SHALL CONFORM TO STANDARD REINFORCED CONCRETE PIPE CLASS II, "B" WALL.

ROUNDED EDGE PERMITTED ON SLOPED END "B".

HANDLING HOLES SHALL BE PROVIDED AS NECESSARY FOR HANDLING OF APRONS.



SEE STD PLATE 3000 FOR ADDITIONAL REQUIREMENTS

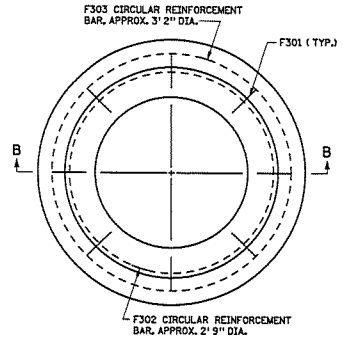
DIAM.	WEIGHT PER SECTION (LBS.)	APPROX. SLOPE Y TO X	T	A	B	C	D	E	G	R	Ⓢ
12"	530	1 TO 2.4	2"	4"	24"	48-7/8"	72-7/8"	24"	2"	1-1/2"	0.07
15"	740	1 TO 2.4	2-1/4"	6"	27"	46"	73"	30"	2-1/4"	1-1/2"	0.07
18"	990	1 TO 2.3	2-1/2"	6"	27"	46"	73"	36"	2-1/2"	1-1/2"	0.07
21"	1280	1 TO 2.4	2-3/4"	6"	36"	37-1/2"	73-1/2"	42"	2-3/4"	1-1/2"	0.07
24"	1520	1 TO 2.5	3"	9-1/2"	43-1/2"	30"	73-1/2"	48"	3"	1-1/2"	0.07
27"	1920	1 TO 2.5	3-1/4"	10-1/2"	49-1/2"	24"	73-1/2"	54"	3-1/4"	1-1/2"	0.13
30"	2190	1 TO 2.5	3-1/2"	12"	54"	19-3/4"	73-3/4"	60"	3-1/2"	1-1/2"	0.14
36"	4100	1 TO 2.5	4"	15"	63"	34-3/4"	97-3/4"	72"	4"	1-1/2"	0.12
42"	5380	1 TO 2.5	4-1/2"	21"	63"	35"	98"	78"	4-1/2"	1-1/2"	0.15
48"	6550	1 TO 2.5	5"	24"	72"	26"	98"	84"	5"	1-1/2"	0.18
54"	8240	1 TO 2.0	5-1/2"	27"	65"	33-1/4"	98-1/4"	90"	5-1/2"	1-1/2"	0.22
60"	8730	1 TO 1.9	6"	35"	60"	39"	99"	96"	5"	1-1/2"	0.25
66"	10710	1 TO 1.7	6-1/2"	30"	72"	27"	99"	102"	5-1/2"	1-1/2"	0.31
72"	12520	1 TO 1.8	7"	36"	78"	21"	99"	108"	6"	1-1/2"	0.35
78"	14770	1 TO 1.8	7-1/2"	36"	90"	21"	111"	114"	6-1/2"	1-1/2"	0.40
84"	18160	1 TO 1.6	8"	36"	90-1/2"	21"	111-1/2"	120"	6-1/2"	1-1/2"	0.46
90"	20900	1 TO 1.5	8-1/2"	41"	87-1/2"	24"	111-1/2"	132"	6-1/2"	6"	0.51

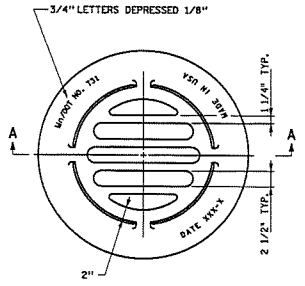
Ⓢ CONTINUOUS BASIC REINFORCEMENT IN SQ. IN. PER LINEAL FT. FOR SLOPED END "B" (LARGER OF INNER OR OUTER CAGE ON STD. PLATE 3000). FOR WALL THICKNESSES LESS THAN 4", LOCATE REINFORCEMENT AT THE CENTER OF WALL. FOR WALL THICKNESSES 4" AND GREATER, LOCATE REINFORCEMENT WITH A MIN. OF 2" OF COVER MEASURED FROM THE OUTSIDE OF THE WALL.

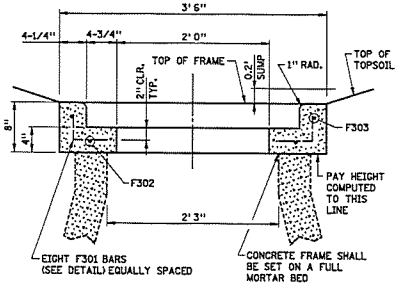
NOTE: UNLESS SPECIFIED OTHERWISE IN THE PLANS, WHEN AN APRON IS REQUIRED FOR A RUN OF GASKET PIPE (STD. PLATE 3006), THE PRODUCER MAY FURNISH EITHER;

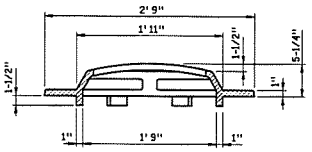
1. AN APRON WITH A STD. PLATE 3006 JOINT, OR
2. AN APRON WITH A STD. PLATE 3000 JOINT AND THE END OF THE STD. PLATE 3006 PIPE CONNECTING TO THE APRON PROVIDED WITH A STD. PLATE 3000 JOINT. THIS JOINT IS TO BE SEALED WITH A PREFORMED MASTIC SEALER.

APPROVED May 8, 1985 R H Sullivan Assistant Division Director Technical Services	STATE OF MINNESOTA DEPARTMENT OF TRANSPORTATION CONCRETE APRON FOR REINFORCED CONCRETE PIPE	SPECIFICATION REFERENCE 2501, 2503 REVISED 10-16-2000 A.K.J.	STANDARD PLATE NO. 3100G



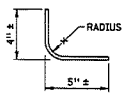






REINFORCED CONCRETE FRAME
(FOR CASTING NO. 731)

STOOL TYPE GRATE
(CASTING NO. 731)
APPROX. WEIGHT 200 LBS.



NOTES:

FRAME MAY BE PRECAST OR CAST-IN-PLACE.

CASTING NO. 731 & FRAME

APPROVED MARCH 14, 1996 Gerald J. Robinson STATE DESIGN ENGINEER	STATE OF MINNESOTA DEPARTMENT OF TRANSPORTATION STOOL GRATE & CONCRETE FRAME (MEDIAN DRAINS)	SPECIFICATION REFERENCE 2506 REVISED 3-22-2013 M.J.E.	STANDARD PLATE NO. 4143E

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WILLIAM K WESTERBERG LIC. NO.: 21874 DATE: 1/9/2026

DATE	REV#	REVISIONS DESCRIPTION

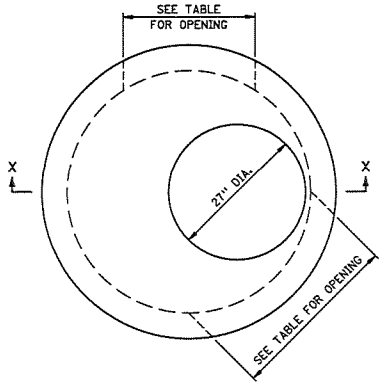
GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

CIVIL DETAILS

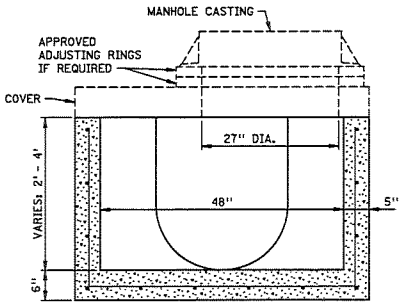
C2.02

PROJECT #: 2025-11173

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TOP VIEW



SECTION X-X

STANDARD OPENINGS	
PIPE DIA. (IN.)	OPENING SIZE (IN.)
12	20
15	24
18	26
21	30
24	34

NOTES:

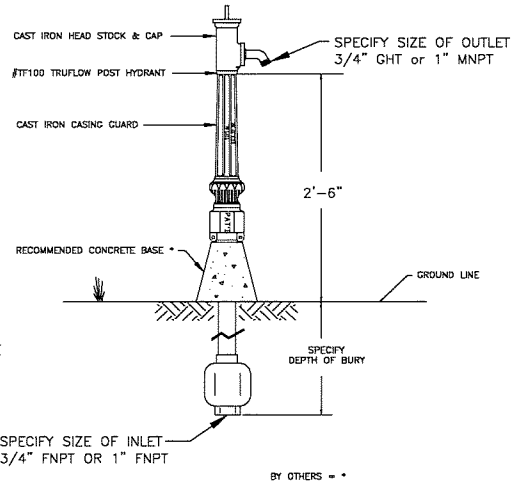
AS AN OPTION, BRICK OR CONCRETE BLOCK MASONRY MAY BE USED. FOR MATERIALS AND CONSTRUCTION METHODS, SEE STANDARD PLATE 4002. CONE SECTION DETAILS OF 4002 DO NOT APPLY.

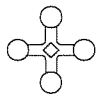
REINFORCING:
SINGLE LINE STEEL WIRE FABRIC HAVING AN AREA OF NOT LESS THAN 0.12 SQ. IN. PER FOOT.

DESIGN SD

APPROVED FEB. 2, 1997 Gerald J. Rohrich STATE DESIGN ENGINEER	STATE OF MINNESOTA DEPARTMENT OF TRANSPORTATION 48" DIA. PRECAST SHALLOW DEPTH CATCH BASIN	SPECIFICATION REFERENCE	STANDARD PLATE NO. 4024A

TF100-O TRUFLO POST HYDRANT
ORNAMENTAL CASING GUARD





4-SPOKE BALL
WHEEL HANDLE
STANDARD

Hydrant shall be ___ ' Depth of Bury with a 3/4" or 1" FNPT vertical inlet and a 3/4" GHT or 1" MNPT outlet.

Hydrant shall be non-freezing, self draining. Hydrant shall have a cast iron head and cap, cast iron casing guard, a (steel (STD), galvanized steel, stainless steel or brass) exterior casing pipe, a (steel (STD), galvanized steel, stainless steel or brass) non-turning interior operating rod and bronze valve body. Hydrant shall be operated by 5/8" square operating nut with a 4-spoke ball wheel operating handle.

Hydrant must seal the drain outlet in all positions from 1/4 closed to fully open. All internal; working part shall be removable from above ground with no digging required.

Hydrant shall be set in 4 cubic feet of crushed stone to allow for poper drainage of the hydrant, Recommendations of the AWWA should be followed for installation of the hydrants.

Hydrant shall be Model TF100 TruFlow Post Hydrant as manufactured by the Kuperle Foundry Company, St. Louis, MO 63102 or approved equal.

DATE	REVISION

DRAWN G.B.
APPROVED
DATE
MAT'L

THIS DRAWING IS THE PROPERTY OF THE KUPFERLE FOUNDRY COMPANY. IT IS NOT TO BE USED OR DUPLICATED WITHOUT PERMISSION OF THE OWNER.

PART NO. #2 ECLIPSE POST HYDRANT | SHEET OF

ECLIPSE Since 1857
KUPFERLE FOUNDRY COMPANY
2511 NORTH 9TH STREET, ST. LOUIS, MO 63102
314-231-8738 800-231-3990 FAX 314-231-2820
http:/www.hydrants.com

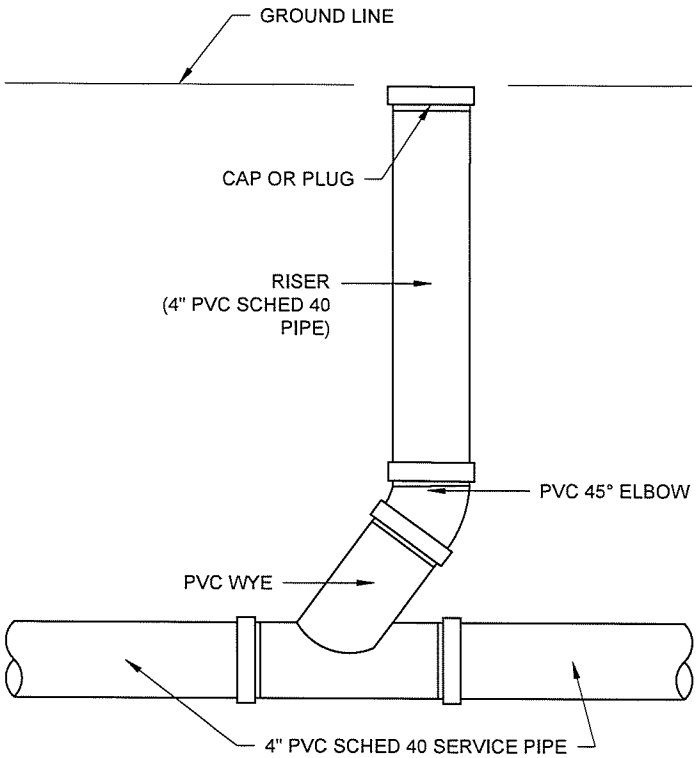
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WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS
DRAWN BY: AMS
CHECKED BY: AW
I HEREBY CERTIFY THAT THE PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
WILLIAM K. WESTERBERG LIC. NO.: 21574 DATE: 1/9/2026

DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK
CIVIL DETAILS

C2.03
PROJECT #: 2025-11173

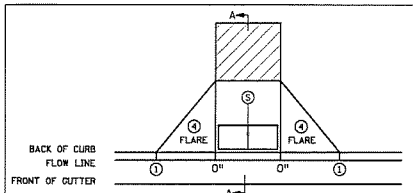


SANITARY SEWER SERVICE CLEANOUT WITH COVER DETAIL

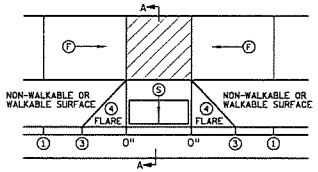
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© 2026 WIDSETH FILE: N:\DATA\WIDSETH FILES\ACTIVE PROJECTS\CITY OF NISSWA 23600-2025-11173 CAD\CIVIL\C2.04 CIVIL DETAILS.DWG PLOTTED BY: ANNE SALAZAR January 9, 2026

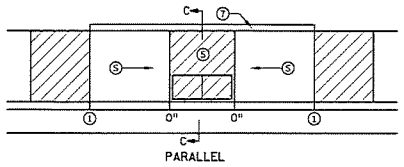
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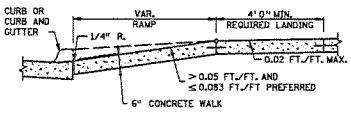
PERPENDICULAR



TIERED PERPENDICULAR

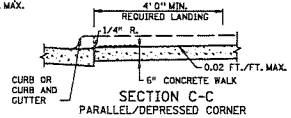


PARALLEL



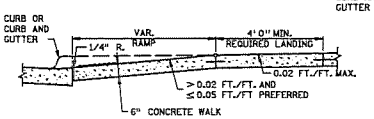
SECTION A-A

PERPENDICULAR/TIERED/DIAGONAL



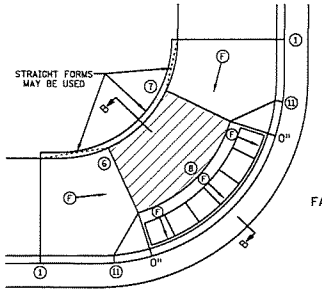
SECTION C-C

PARALLEL/DEPRESSED CORNER

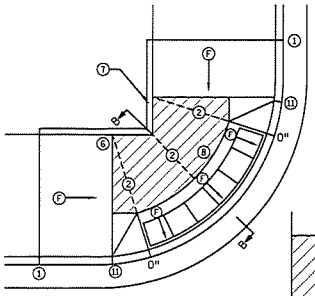


SECTION B-B

FAN

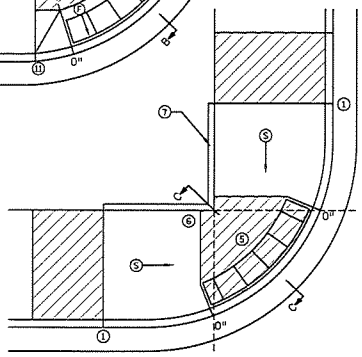


FAN⑩

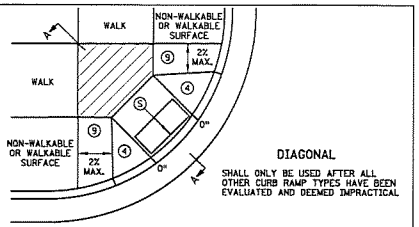


MODIFIED FAN⑩

USED WHEN RIGHT-OF-WAY IS CONSTRAINED



DEPRESSED CORNER



DIAGONAL

SHALL ONLY BE USED AFTER ALL OTHER CURB RAMP TYPES HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL

NOTES:

LANDINGS SHALL BE LOCATED ANYWHERE THE PEDESTRIAN ACCESS ROUTE (PAR) CHANGES DIRECTION, AT THE TOP OF RAMPS THAT HAVE RUNNING SLOPES GREATER THAN 5.0%, AND IF THE APPROACHING WALK IS INVERSE GRADE GREATER THAN 2%.

INITIAL CURB RAMP LANDINGS SHALL BE CONSTRUCTED WITHIN 15' FROM THE BACK OF CURB, WITH 6' FROM THE BACK OF CURB BEING THE PREFERRED DISTANCE. ONLY APPLICABLE WHEN THE INITIAL RAMP RUNNING SLOPE IS OVER 5.0%.

SECONDARY CURB RAMP LANDINGS ARE REQUIRED FOR EVERY 30" OF VERTICAL RISE WHEN THE LONGITUDINAL RUNNING SLOPE IS GREATER THAN 5.0%.

CONTRACTION JOINTS SHALL BE CONSTRUCTED ALONG ALL GRADE BREAKS WITHIN THE PAR. 1/4" DEEP VISUAL JOINTS SHALL BE USED AT THE TOPS OF CONCRETE FLARES ADJACENT TO WALKABLE SURFACES.

ALL GRADE BREAKS WITHIN THE PAR SHALL BE PERPENDICULAR TO THE PATH OF TRAVEL. THUS BOTH SIDES OF A SLOPED WALKING SURFACE MUST BE EQUAL LENGTH, (EXCEPT AS STATED IN ⑥ BELOW.

TO ENSURE RAMPS AND LANDINGS ARE PROPERLY CONSTRUCTED, ALL INITIAL LANDINGS AT A TOP OF A RAMPED SURFACE (RUNNING SLOPE GREATER THAN 2%) SHALL BE FORMED AND PLACED SEPARATELY IN AN INDEPENDENT CONCRETE POUR. FOLLOW SIDEWALK REINFORCEMENT DETAILS ON SHEET 6 OF 6 FOR ALL SEPARATELY POURED INITIAL LANDINGS.

WHEN SIDEWALK IS AT BACK OF CURB, TOP OF CURB SHALL MATCH PROPOSED ADJACENT WALK GRADE.

MAINTAIN POSITIVE BOULEVARD DRAINAGE TO TOP OF CURB.

ALL RAMP TYPES SHOULD HAVE A MINIMUM 3' LONG RAMP LENGTH.

4' MINIMUM WIDTH OF DETECTABLE WARNING IS REQUIRED FOR ALL RAMPS. DETECTABLE WARNINGS SHALL CONTINUOUSLY EXTEND FOR A MIN. OF 24" IN THE PATH OF TRAVEL. DETECTABLE WARNING TO COVER THE ENTIRE PAR WIDTH OF SHARED-USE PATHS AND THE ENTIRE PAR WIDTH OF THE WALK WITH THE EXCEPTION OF 3" MAXIMUM ON EACH OUTSIDE EDGE WHICH ENSURES THE DETECTABLE WARNINGS ARE ENCASED IN CONCRETE WHEN ADJACENT TO TURF. WHEN ADJACENT TO CONCRETE FLARES 0" - 3" OFFSET IS ALLOWED.

WHEN DESIGNING OR ORDERING RECTANGULAR DETECTABLE WARNING SURFACES SHOULD BE 6" LESS THAN THE INCOMING PAR. ARC LENGTH OF THE RADIAL DETECTABLE WARNINGS SHOULD NOT BE GREATER THAN 20 FEET.

RECTANGULAR DETECTABLE WARNINGS SHALL BE SETBACK 3" FROM THE BACK OF CURB. RADIAL DETECTABLE WARNINGS SHALL BE SETBACK 3" MINIMUM TO 6" MAXIMUM FROM THE BACK OF CURB.

① MATCH FULL HEIGHT CURB.

② 4' MINIMUM DEPTH LANDING REQUIRED ACROSS TOP OF RAMP.

③ 3" HIGH CURB WHEN USING A 3' LONG RAMP, 4" HIGH CURB WHEN USING A 4' LONG RAMP.

④ SEE SHEET 4 OF 6, TYPICAL SIDE TREATMENT OPTIONS, FOR DETAILS ON FLARES AND RETURNED CURBS.

⑤ DETECTABLE WARNINGS MAY BE PART OF THE 4' X 4' MIN. LANDING AREA IF IT IS NOT FEASIBLE TO CONSTRUCT THE LANDING OUTSIDE OF THE DETECTABLE WARNING AREA.

⑥ THE GRADE BREAK SHALL BE PERPENDICULAR TO THE BACK OF WALK. THIS WILL ENSURE THAT THE GRADE BREAK IS PERPENDICULAR TO THE DIRECTION OF TRAVEL. (TYPICAL FOR ALL)

⑦ WHEN ADJACENT TO GRASS, GRADING SHALL ALWAYS BE USED WHEN FEASIBLE. V CURB, IF USED, SHALL BE PLACED OUTSIDE THE SIDEWALK LIMITS WHEN RIGHT OF WAY ALLOWS. WHEN ADJACENT TO PARKING LOTS, CONCRETE OR BITUMINOUS TAPERS LESS THAN 5% RUNNING SLOPE SHOULD BE USED OVER V CURB TO REDUCE TRIPPING HAZARDS AND FACILITATE SNOW & ICE REMOVAL.

⑧ A 7' MIN TOP RADIUS GRADE BREAK IS REQUIRED TO BE CONSTRUCTIBLE.

⑨ PAVE FULL WALK WIDTH.

⑩ "S" SLOPES ON FANS SHALL ONLY BE USED WHEN ALL OTHER FEASIBLE OPTIONS HAVE BEEN EVALUATED AND DEEMED IMPRACTICAL.

⑪ INTERMEDIATE CURB HEIGHTS TAPER SHALL RISE AT 8-10% TO A MINIMUM 3" CURB HEIGHT. REDUCE INTERMEDIATE CURB HEIGHT TO 2+ INCHES IF NECESSARY TO MATCH ADJACENT BOULEVARD OR SIDEWALK GRADES.

LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 8.3% OR FLATTER ARE ALLOWED.

(S) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%.

(F) INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%.

LANDING AREA - 4' X 4' MIN. (5' X 5' MIN. PREFERRED) DIMENSIONS AND MAX 2.0% SLOPE IN ALL DIRECTIONS. LANDING SHALL BE FULL WIDTH OF INCOMING PARS.

X" CURB HEIGHT

LEAD EXPERT OFFICE	JEFFREY PERKINS OPERATIONS DIVISION	PEDESTRIAN CURB RAMP DETAILS	APPROVED: 11-04-2021 REVISED:	THOMAS STYBRICKI STATE DESIGN ENGINEER	STANDARD PLAN 5-297.250	1 OF 6
DEPARTMENT OF TRANSPORTATION		STANDARD PLAN	STATE PROJ. NO.		SHEET NO.	
			TRUNK HWY.		TOTAL SHEETS	

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DRAWN BY: AMS
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I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL CIVIL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

WILLIAM K WESTERBERG LIC. NO.: 21874 DATE: 1/9/2026

DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

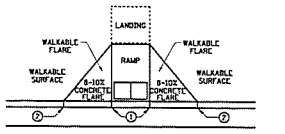
CIVIL DETAILS

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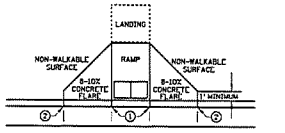
PROJECT #: 2025-11173

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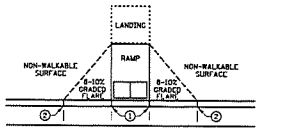
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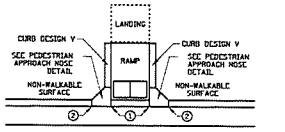
PAVED FLARES
ADJACENT TO WALKABLE SURFACE



PAVED FLARES
ADJACENT TO NON-WALKABLE SURFACE

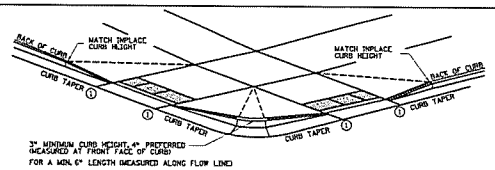


GRADED FLARES

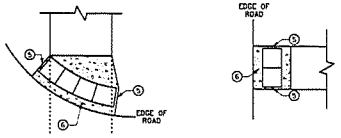


RETURNED CURB ④

TYPICAL SIDE TREATMENT OPTIONS ③⑩



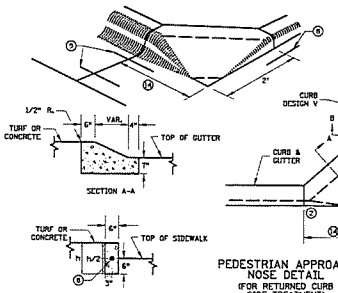
DETECTABLE EDGE WITH ⑦
CURB AND GUTTER

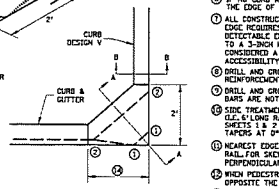


RADIAL DETECTABLE WARNING

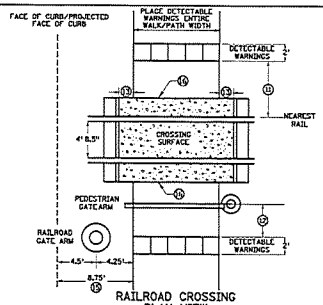
RECTANGULAR DETECTABLE WARNING

DETECTABLE EDGE WITHOUT CURB AND GUTTER





PEDESTRIAN APPROACH
NOSE DETAIL
(FOR RETURNED CURB
SIDE TREATMENT)



RAILROAD CROSSING
PLAN VIEW

NOTES:

INTERMEDIATE CURB HEIGHTS TAPER SHALL RISE AT 8-10% TO A MINIMUM 3 INCH CURB HEIGHT. INCREASE CURB TAPER LENGTH AT LESS THAN 8% OR REDUCE INTERMEDIATE CURB HEIGHT TO 2+ INCHES IF NECESSARY TO MATCH ADJACENT BOULEVARD OR SIDEWALK GRADES.

SEE STANDARD PLATE 7038 AND THIS SHEET FOR ADDITIONAL DETAILS ON DETECTABLE WARNING.

A WALKABLE SURFACE IS DEFINED AS A PAVED SURFACE ADJACENT TO A CURB RAMP WITHOUT RAISED OBSTACLES THAT COULD MISTAKENLY BE TRAVERSED BY A USER WHO IS VISUALLY IMPAIRED.

CONCRETE FLARE LENGTHS ADJACENT TO NON-WALKABLE SURFACES SHOULD BE LESS THAN 8' LONG MEASURED ALONG THE RAMPS FROM THE BACK OF CURB.

① 0" CURB HEIGHT. SEE INSET A ON SHEET 3 OF 6.

② FULL CURB HEIGHT.

③ SIDE TREATMENTS ARE APPLICABLE TO ALL RAMP TYPES AND SHOULD BE IMPLEMENTED AS NEEDED AS FIELD CONDITIONS DICTATE. THE ENGINEER SHALL DETERMINE THE RAMP SIDE TREATMENTS BASED ON MAINTENANCE OF BOTH ROADWAY AND SIDEWALK, ADJACENT PROPERTY CONSIDERATIONS, AND MITIGATING CONSTRUCTION IMPACTS.

④ TYPICALLY USED FOR MEDIANS AND ISLANDS.

⑤ WHEN NO CONCRETE FLARES ARE PROPOSED, THE CONCRETE WALK SHALL BE FORMED AND CONSTRUCTED PERPENDICULAR TO THE EDGE OF ROADWAY. MAINTAIN 3% MAX BETWEEN EDGE OF DOWEL AND EDGE OF CONCRETE.

⑥ IF NO CURB AND GUTTER IS PLACED IN RURAL SECTIONS, DETECTABLE WARNINGS SHALL BE PLACED 1' FROM THE EDGE OF BITUMINOUS ROADWAY AND/OR BITUMINOUS SHARED-USE PATH TO PROVIDE VISUAL CONTRAST.

⑦ ALL CONSTRUCTED CURBS MUST HAVE A CONTINUOUS DETECTABLE EDGE FOR THE VISUALLY IMPAIRED. THIS DETECTABLE EDGE REQUIRES DETECTABLE WARNINGS WHENEVER THERE IS ZERO-INCH HIGH CURB. CURB TAPERS ARE CONSIDERED A DETECTABLE EDGE WHEN THE TAPER STARTS WITHIN 3" OF THE EDGE OF THE DETECTABLE WARNINGS, AND UNIFORMLY RISES TO A 3-INCH MINIMUM CURB HEIGHT. ANY CURB NOT PART OF A CURB TAPER AND LESS THAN 3 INCHES IN HEIGHT IS NOT CONSIDERED A DETECTABLE EDGE AND THEREFORE IS NOT COMPLIANT WITH ACCESSIBILITY STANDARDS.

⑧ DRILL AND GROUT 1 - NO. 4 12" LONG REINFORCEMENT BAR (EPOXY COATED) WITH 3" MIN. COVER. REINFORCEMENT BARS ARE NOT NEEDED IF THE APPROACH NOSE IS POURED INTEGRAL WITH THE V CURB.

⑨ DRILL AND GROUT 2 - NO. 4 12" LONG REINFORCEMENT BARS (EPOXY COATED) WITH 3" MIN. COVER. REINFORCEMENT BARS ARE NOT NEEDED IF THE APPROACH NOSE IS POURED INTEGRAL WITH THE CURB AND GUTTER.

⑩ SIDE TREATMENT EXAMPLES SHOWN ARE WHEN THE INITIAL LANDING IS APPROXIMATELY LEVEL WITH THE FULL HEIGHT CURB (I.E. 6' LONG RAMP FOR 6" HIGH CURB). WHEN THE INITIAL LANDING IS MORE THAN 1" BELOW FULL HEIGHT CURB REFER TO SHEETS 1 & 2 TO MODIFY THE CURB HEIGHT TAPERS AND MAINTAIN POSITIVE BOULEVARD DRAINAGE. CONSTRUCT THESE TAPERS AT 0"-3" AT 8-10% THEN LESS THAN 5% FROM 3" CURB TO FULL CURB HEIGHT.

⑪ NEAREST EDGE OF DETECTABLE WARNING SURFACES SHALL BE PLACED 12' MINIMUM TO 15' MAXIMUM FROM THE NEAREST RAIL. FOR SKEWED RAILWAYS IN NO INSTANCE SHALL THE DETECTABLE WARNING BE CLOSER THAN 12' MEASURED PERPENDICULAR TO THE NEAREST RAIL.

⑫ WHEN PEDESTRIAN GATES ARE PROVIDED, DETECTABLE WARNING SURFACES SHALL BE PLACED ON THE SIDE OF THE GATES OPPOSITE THE RAIL, 2' FROM THE APPROACHING SIDE OF THE GATE ARM. THIS CRITERIA GOVERNS OVER NOTE ⑪.

⑬ CROSSING SURFACE SHALL EXTEND 2' MINIMUM PAST THE OUTSIDE EDGE OF WALK OR SHARED-USE PATH.

⑭ 3' FOR MEDIANS AND SPLITTER ISLANDS. NOSE CAN BE REDUCED TO 2' ON FREE RIGHT ISLANDS.

⑮ SIDEWALK TO BE PLACED 8.75' MIN. FROM THE FACE OF CURB/PROJECTED FACE OF CURB. THIS ENSURES MIN. CLEARANCE BETWEEN THE SIDEWALK AND GATE ARM COUNTERWEIGHT SUPPORTS.

⑯ CONSTRUCT WITH EXPANSION MATERIAL PER MNDOT SPECIFICATION 3702 TYPES A-C. EXPANSION MATERIAL SHALL MATCH FULL HEIGHT OF ADJACENT CONCRETE.

LEAD EXPERT OFFICE: JEFFREY PERKINS, OPERATIONS DIVISION	PEDESTRIAN CURB RAMP DETAILS	APPROVED: 11-04-2021 REVISED:	THOMAS TYRRELL, STATE DESIGN ENGINEER	STANDARD PLAN 5-297.250	4 OF 6
DEPARTMENT OF TRANSPORTATION	STANDARD PLAN			STATE PROJ. NO.	SHEET NO.
				TRUNK HWY.	TOTAL SHEETS

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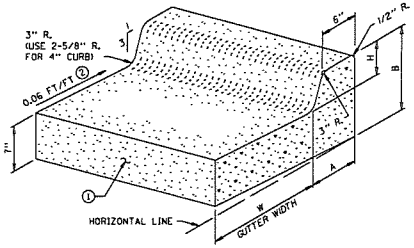
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WILLIAM K. WESTERBERG LIC. NO.: 21874 DATE: 1/9/2026

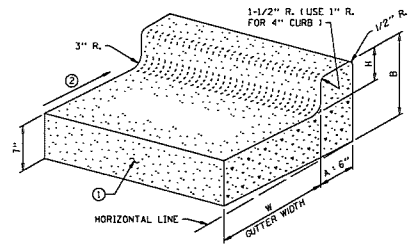
DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK
CIVIL DETAILS

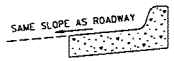
C2.06
PROJECT #: 2025-11173



DESIGN B



DESIGN V



REVERSE SLOPE GUTTER SECTION
(FORMS MAY BE TILTED)

NOTES:
① LONGITUDINAL JOINT WHEN ADJACENT TO RIGID PAVEMENT OR BASE.
SEE STANDARD PLANS MANUAL FOR JOINT INFORMATION.
② SLOPE 0.06 FT/FT NORMAL, UNLESS OTHERWISE SPECIFIED. IF A DIFFERENT GUTTER SLOPE IS PERMITTED, THE FORM MAY BE TILTED.

DESIGN B			W = 12"			W = 18"			W = 24"			W = 30"			W = 36"		
DIMENSIONS			DESIGN NO.	CONCRETE		DESIGN NO.	CONCRETE		DESIGN NO.	CONCRETE		DESIGN NO.	CONCRETE		DESIGN NO.	CONCRETE	
H	A	B		CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.		CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.		CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.		CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.		CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.
4	7-3/8"	11-1/2"	B412	0.0421	23.8	B418	0.0529	18.9	B424	0.0637	15.7	B430	0.0745	13.4	B436	0.0853	11.7
6	8"	13-1/2"	B612	0.0474	21.1	B618	0.0582	17.2	B624	0.0690	14.5	B630	0.0798	12.5	B636	0.0906	11.0
8	8-5/8"	15-1/2"	B812	0.0529	18.9	B818	0.0637	15.7	B824	0.0745	13.4	B830	0.0853	11.7	B836	0.0962	10.4
9	9"	16-5/8"	B912	0.0559	17.9	B918	0.0667	15.0	B924	0.0775	12.9	B930	0.0883	11.3	B936	0.0991	10.1
10	9-3/8"	17-5/8"	B1012	0.0589	17.0	B1018	0.0697	14.4	B1024	0.0805	12.4	B1030	0.0913	11.0	B1036	0.1021	9.8

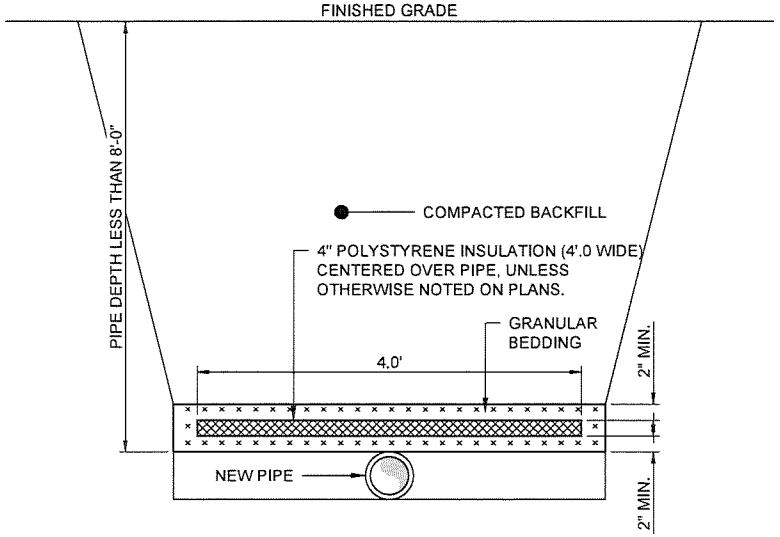
DESIGN V			W = 12"			W = 18"			W = 24"			W = 30"			W = 36"		
DIMENSIONS			DESIGN NO.	CONCRETE		DESIGN NO.	CONCRETE		DESIGN NO.	CONCRETE		DESIGN NO.	CONCRETE		DESIGN NO.	CONCRETE	
H	A	B		CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.		CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.		CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.		CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.		CU. YDS. PER LIN. FT.	LIN. FT. PER CU. YD.
4	6"	11-3/8"	V412	0.0396	25.3	V418	0.0504	19.9	V424	0.0612	16.4	V430	0.0720	13.9	V436	0.0828	12.1
6	6"	13-3/8"	V612	0.0426	23.5	V618	0.0534	18.7	V624	0.0642	15.6	V630	0.0750	13.4	V636	0.0858	11.7
8	6"	15-3/8"	V812	0.0457	21.9	V818	0.0565	17.7	V824	0.0673	14.9	V830	0.0781	12.8	V836	0.0889	11.3
9	6"	16-3/8"	V912	0.0472	21.2	V918	0.0580	17.2	V924	0.0688	14.5	V930	0.0796	12.6	V936	0.0904	11.1
10	6"	17-3/8"	V1012	0.0487	20.5	V1018	0.0595	16.8	V1024	0.0703	14.2	V1030	0.0811	12.4	V1036	0.0919	10.9

APPROVED MARCH 11, 1994
P.H. Crawford
ACTING STATE DESIGN ENGINEER

STATE OF MINNESOTA
DEPARTMENT OF TRANSPORTATION
CONCRETE CURB AND GUTTER
DESIGN B AND DESIGN V

SPECIFICATION REFERENCE 2531
REVISION DATE 2-28-05

STANDARD PLATE NO. 7100H



PIPE INSULATION DETAIL
SCALE: NONE

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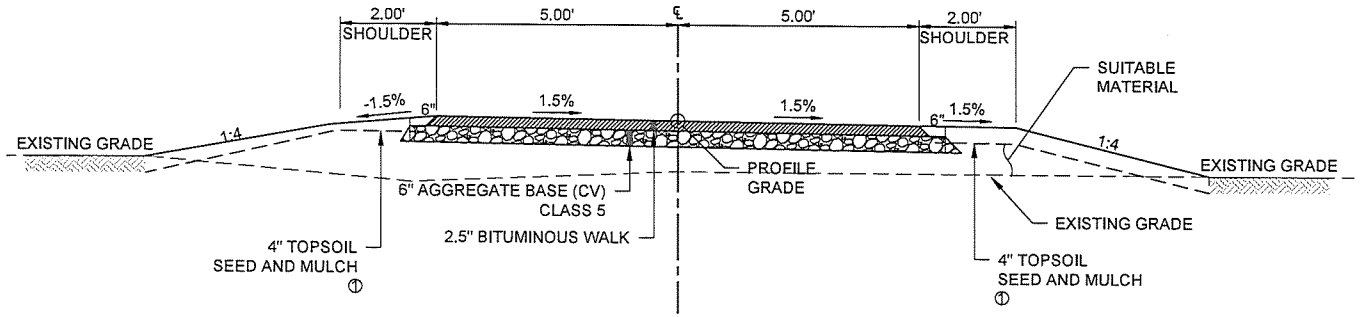
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WILLIAM K. WESTERBERG LIC. NO.: 21874 DATE: 1/9/2026

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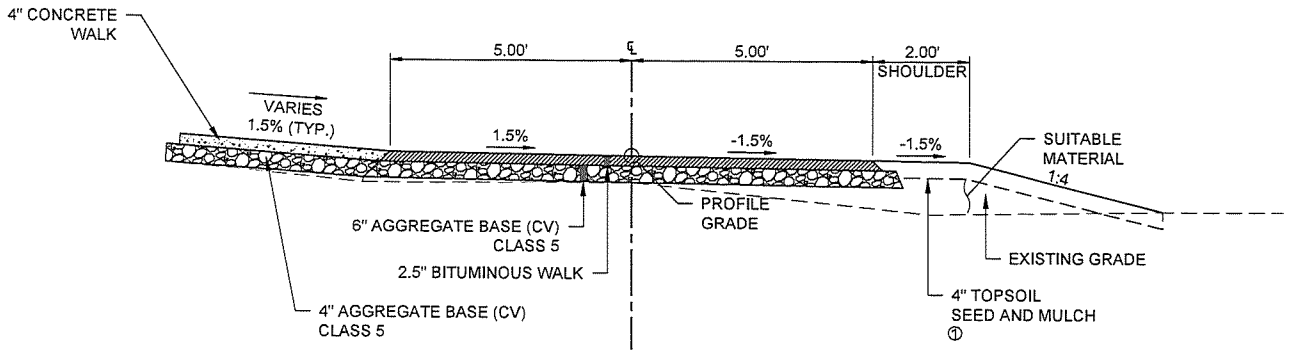
GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK
CIVIL DETAILS

C2.07
PROJECT #: 2025-11173

NOTES:
1 SEE TURF RESTORATION PLAN FOR ADDITIONAL DETAILS



TYPICAL SECTION - NISSWA LAKE PARK TRAIL & SIDE TRAIL



TYPICAL SECTION 2 - NISSWA LAKE PARK TRAIL

SECTION BESIDE RESTROOM

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WILLIAM C WESTERBERG LIC. NO.: 21974 DATE: 1/9/2026

DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK
TYPICAL SECTIONS

C3.01
PROJECT #: 2025-11173

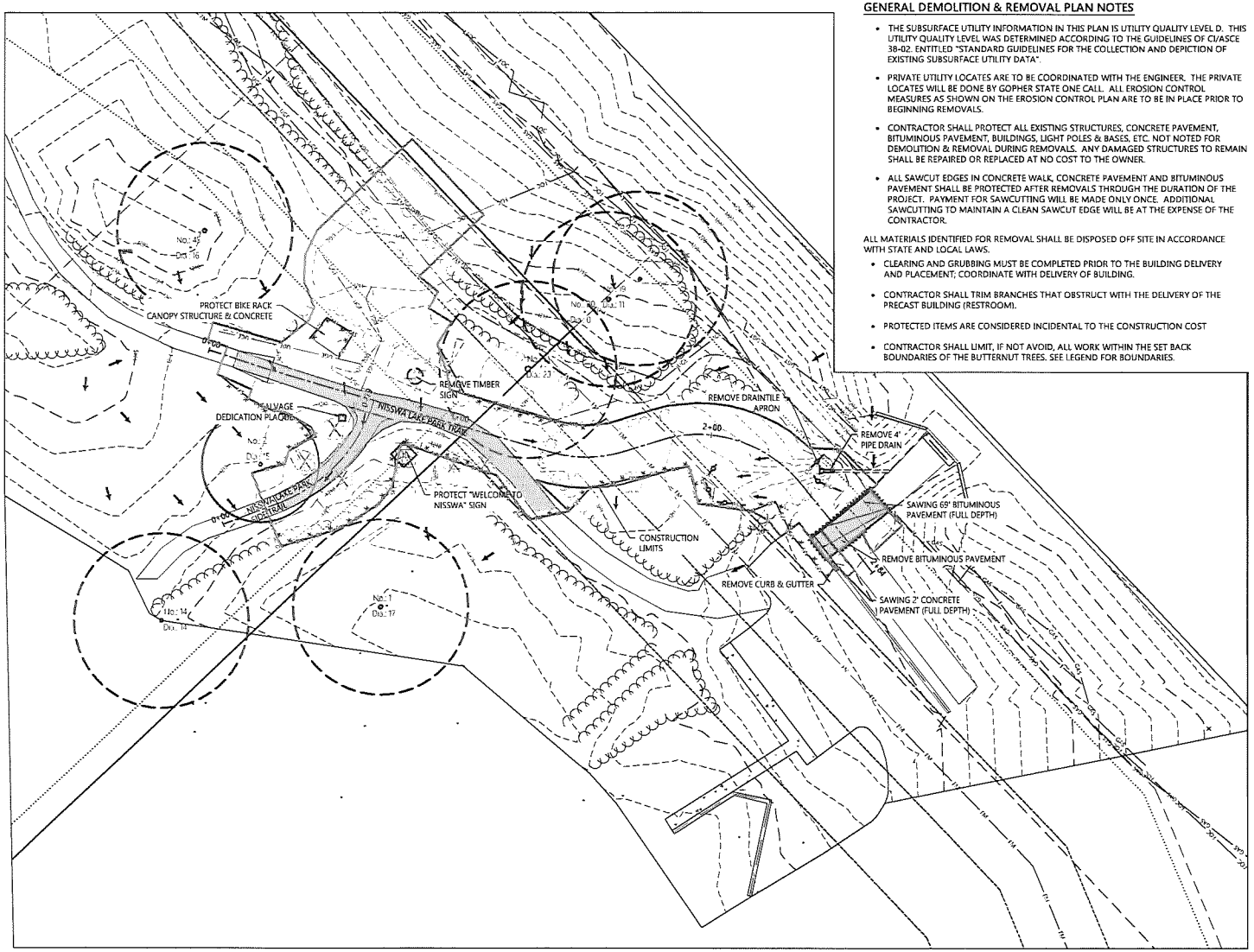
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DEMOLITION & REMOVAL LEGEND

- REMOVE ITEM (CALLOUT FOR ITEM TYPE)
- PROTECT ITEM (CALLOUT FOR ITEM TYPE)
- SALVAGE ITEM (CALLOUT FOR ITEM TYPE)
- CLEARING AND GRUBBING (ACRE)
- (CLEARING AND GRUBBING (0.05 ACRES PER TREE)
- SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LF)
- SAWING BITUMINOUS PAVEMENT (FULL DEPTH) (LF)
- SALVAGE PIPE CULVERT (LF)
- SALVAGE CRUSHED ROCK
- SILT FENCE, TYPE MS
- SEDIMENT CONTROL LOG TYPE COMPOST
- SURFACE DRAINAGE FLOW DIRECTION ARROW
- BUTTERNUT TREE SETBACK BOUNDARY
- REMOVE BITUMINOUS PAVEMENT (SY)
- REMOVE CURB & GUTTER (LF)

GENERAL EROSION CONTROL NOTES

- ALL CONSTRUCTION SHALL CONFORM TO LOCAL, STATE, AND FEDERAL REGULATIONS INCLUDING THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPPDES) PERMIT REQUIREMENTS.
- ALL SILT FENCE AND SEDIMENT CONTROL MEASURES SHALL BE IN PLACE PRIOR TO ANY EXCAVATION/CONSTRUCTION AND SHALL BE MAINTAINED UNTIL VIABLE TURF OR GROUND COVER HAS BEEN ESTABLISHED. MAINTENANCE AND REMOVAL OF SEDIMENT CONTROL DEVICES SHALL BE INCIDENTAL TO THE GRADING CONTRACT.
- ALL STREETS UTILIZED FOR PROJECT CONSTRUCTION MUST BE CLEANED AT THE END OF EACH DAY. A ROCK ENTRANCE TO THE SITE MUST BE PROVIDED ACCORDING TO THE DETAILS TO REDUCE TRACKING OF SEDIMENT ONTO PUBLIC STREETS. STREET SWEEPING MAY BE NECESSARY AND WILL BE CONSIDERED INCIDENTAL.
- ALL EXPOSED SOILS MUST BE STABILIZED WITHIN 14 CALENDAR DAYS OF ROUGH GRADE COMPLETION OF AFTER CONSTRUCTION TERMINATES. ALL STOCKPILES SHALL HAVE ADEQUATE SEDIMENT TRAPPING SYSTEMS INSTALLED AROUND THEM.
- ALL AREAS TO BE ESTABLISHED TO GRASS COVER SHALL RECEIVE 4" OF TOPSOIL AND SOD OR SEED. THESE AREAS SHALL BE WATERED UNTIL A HEALTHY STAND OF GRASS IS OBTAINED.
- INLET PROTECTION SHALL BE INSTALLED AT ALL STORM SEWER INLETS WHICH HAVE A POTENTIAL TO RECEIVE RUNOFF FROM THE CONSTRUCTION SITE.
- INFILTRATION AREA SHALL BE PROTECTED FROM CONSTRUCTION ACTIVITIES TO AVOID COMPACTION OF THE SOILS. IT IS RECOMMENDED THIS AREA BE FENCED OFF AND NOT UTILIZED FOR CONSTRUCTION STAGING, STOCKPILING MATERIALS, OR ANY OTHER CONSTRUCTION RELATED ACTIVITY. THE INFILTRATION AREA SHALL BE SHAPED TO FINAL GRADE AND ALL HEAVY CONSTRUCTION EQUIPMENT SHALL NOT BE ALLOWED IN THE BASIN.
- SEE PLAN LEGEND FOR A COMPLETE LIST OF HATCHES AND SYMBOLS USED FOR EROSION CONTROL.



GENERAL DEMOLITION & REMOVAL PLAN NOTES

- THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-02. ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".
- PRIVATE UTILITY LOCATES ARE TO BE COORDINATED WITH THE ENGINEER. THE PRIVATE LOCATES WILL BE DONE BY GOPHER STATE ONE CALL. ALL EROSION CONTROL MEASURES AS SHOWN ON THE EROSION CONTROL PLAN ARE TO BE IN PLACE PRIOR TO BEGINNING REMOVALS.
- CONTRACTOR SHALL PROTECT ALL EXISTING STRUCTURES, CONCRETE PAVEMENT, BITUMINOUS PAVEMENT, BUILDINGS, LIGHT POLES & BASES, ETC. NOT NOTED FOR DEMOLITION & REMOVAL DURING REMOVALS. ANY DAMAGED STRUCTURES TO REMAIN SHALL BE REPAIRED OR REPLACED AT NO COST TO THE OWNER.
- ALL SAWCUT EDGES IN CONCRETE WALK, CONCRETE PAVEMENT AND BITUMINOUS PAVEMENT SHALL BE PROTECTED AFTER REMOVALS THROUGH THE DURATION OF THE PROJECT. PAYMENT FOR SAWCUTTING WILL BE MADE ONLY ONCE. ADDITIONAL SAWCUTTING TO MAINTAIN A CLEAN SAWCUT EDGE WILL BE AT THE EXPENSE OF THE CONTRACTOR.

ALL MATERIALS IDENTIFIED FOR REMOVAL SHALL BE DISPOSED OFF SITE IN ACCORDANCE WITH STATE AND LOCAL LAWS.

- CLEARING AND GRUBBING MUST BE COMPLETED PRIOR TO THE BUILDING DELIVERY AND PLACEMENT; COORDINATE WITH DELIVERY OF BUILDING.
- CONTRACTOR SHALL TRIM BRANCHES THAT OBSTRUCT WITH THE DELIVERY OF THE PRECAST BUILDING (RESTROOM).
- PROTECTED ITEMS ARE CONSIDERED INCIDENTAL TO THE CONSTRUCTION COST
- CONTRACTOR SHALL LIMIT, IF NOT AVOID, ALL WORK WITHIN THE SET BACK BOUNDARIES OF THE BUTTERNUT TREES. SEE LEGEND FOR BOUNDARIES.

0 20 40 N
SCALE IN FEET

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WILLIAM F. WESTERBERG LIC NO.: 21874 DATE: 9/3/2026

DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

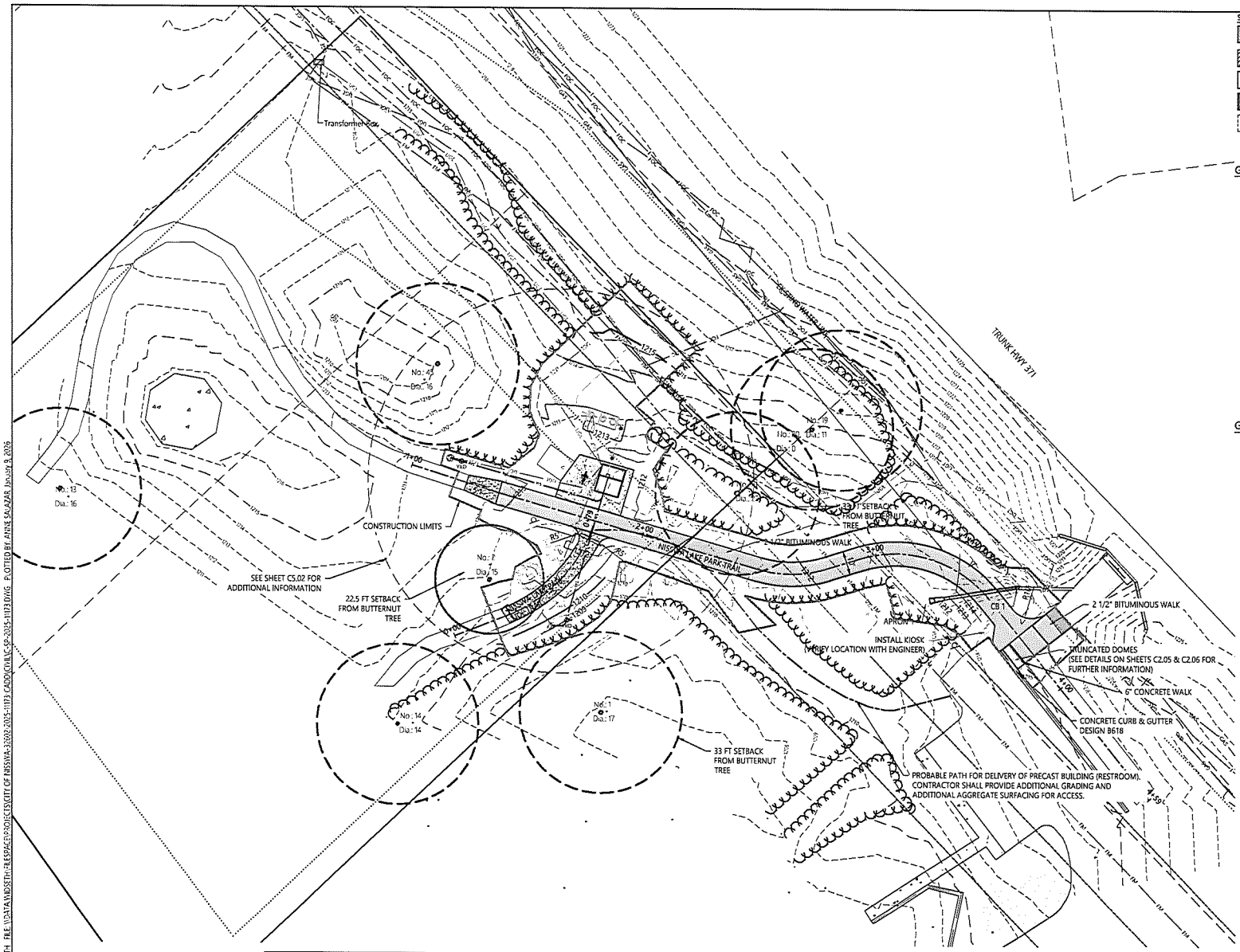
EXISTING TOPOGRAPHY, REMOVALS, & EROSION CONTROL PLANS

C4.01

PROJECT #: 2025-11173

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SITE PLAN LEGEND

- 4" CONCRETE WALK*
- 6" CONCRETE WALK
- 2.5" BITUMINOUS WALK*
- INSTALL SALVAGED CRUSHED ROCK (6")
- BUTTERNUT TREE SETBACK BOUNDARY

* SEE TYPICAL SECTIONS (SHEET 3.01) FOR ADDITIONAL INFORMATION

GENERAL CONSTRUCTION NOTES

- THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY OWNER OF ANY DIFFERENCES BETWEEN THE FIELD AND PLAN.
- UNLESS OTHERWISE NOTED, ALL MATERIALS, CONSTRUCTION TECHNIQUES AND TESTING SHALL CONFORM TO THE 2023 EDITION OF THE "STANDARD SPECIFICATIONS FOR TRENCH EXCAVATION AND BACKFILL/SURFACE RESTORATION, WATERMAIN AND SERVICE LINE INSTALLATION AND SANITARY SEWER AND STORM SEWER INSTALLATION" AS PUBLISHED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA AND THE "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AS PUBLISHED BY THE MINNESOTA DEPARTMENT OF TRANSPORTATION, 2025 EDITION. THE CONTRACTOR SHALL REQUIRE ALL PROCEDURES AS OUTLINED BY THE LOCAL AGENCY.
- THE CONTRACTOR SHALL RECEIVE THE NECESSARY PERMISSION/PERMITS FOR ALL WORK LOCATED OUTSIDE OF THE MUNICIPAL RIGHT-OF-WAY AND PROPERTY LIMITS.
- THE CONTRACTOR SHALL VERIFY ALL EXISTING INVERT LOCATIONS AND ELEVATIONS PRIOR TO BEGINNING CONSTRUCTION.
- CONTRACTOR SHALL LIMIT, IF NOT AVOID, ALL WORK WITHIN THE BUTTERNUT TREE BOUNDARIES.
- PROTECTED ITEMS ARE CONSIDERED INCIDENTAL TO CONSTRUCTION COST

GENERAL SITE PLAN NOTES:

- THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".
- CONTRACTOR SHALL CALL GOPHER STATE ONE CALL PRIOR TO BEGINNING REMOVALS.
- THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY OWNER AND ENGINEER OF ANY DIFFERENCES BETWEEN THE FIELD AND PLAN.
- CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING TRAFFIC CONTROL AND SHALL BE IN COMPLIANCE WITH THE MINNESOTA UNIFORM TRAFFIC CONTROL DEVICES MANUAL AND TEMPORARY TRAFFIC CONTROL ZONE LAYOUTS FIELD MANUAL. THE TRAFFIC CONTROL SHALL BE APPROVED BY THE CITY PRIOR TO INSTALLATION.

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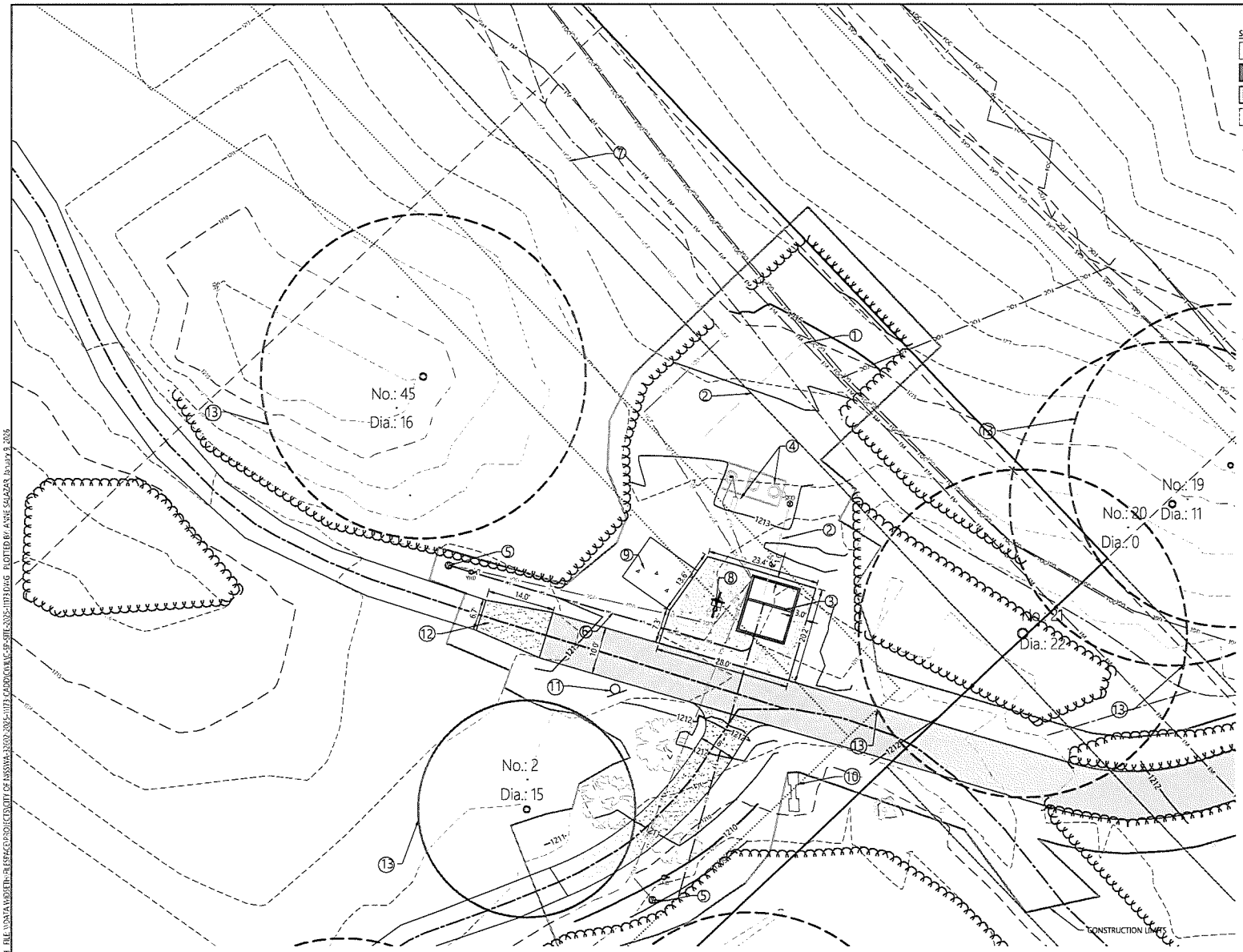
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WILLIAM K WESTERBERG LIC. NO.: 21874 DATE: 1/9/2026

DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK
TRAIL SITE PLAN

C5.01
PROJECT #: 2025-11173

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SITE PLAN LEGEND

- INSTALL 4" CONCRETE WALK
- INSTALL SALVAGED CRUSHED ROCK (6")
- 2.5" BITUMINOUS WALK
- BUTTERNUT TREE SETBACK BOUNDARY

PROPOSED ITEMS

1. CONNECT TO EXISTING SANITARY FORCEMAIN
2. PIPE SEWER (SEE SHEET C6.01 FOR FURTHER INFORMATION)
3. PRE-CAST STRUCTURE CONSISTS OF ONE STALL RESTROOM AND UTILITY ROOM (TO BE PROVIDED BY OWNER). SEE STRUCTURAL SLAB DETAILS ON SHEET C2.01.
4. STEP STATION (SEE SHEET C6.03 FOR FURTHER INFORMATION)
5. WELL - 2 ALTERNATIVE LOCATIONS (SEE SHEET C6.01 & C6.03 FOR FURTHER INFORMATION
6. WATER SERVICE
7. ELECTRICAL CONNECTION TO TRANSFORMER BOX
8. INSTALL BIKE REPAIR STATION (TO BE PROVIDED BY OWNER)

- CONTRACTOR SHALL PROVIDE 4" POLYSTYRENE INSULATION TO THE TOP AND SIDES OF THE STEP STATION. PROVIDE 4" POLYSTYRENE INSULATION OF 4' WIDTH OVER THE TOP OF THE SANITARY SEWER PIPES AND FORCEMAIN. SEE DETAIL ON SHEET C2.07 FOR FURTHER INFORMATION.

EXISTING ITEMS

9. EXISTING BIKE RACK CANOPY STRUCTURE SHALL BE PROTECTED DURING CONSTRUCTION
10. EXISTING "WELCOME TO NISSWA PARK" SIGN SHALL BE PROTECTED DURING CONSTRUCTION
11. EXISTING DEDICATION ROCK PLAGUE SHALL BE RE-INSTALLED (VERIFY LOCATION WITH THE ENGINEER).
12. EXISTING CRUSHED ROCK SURFACE TRAIL - SALVAGE TO 5:1 TRANSITION FROM PAVED BITUMINOUS TO EXISTING CRUSH ROCK TRAIL
13. BUTTERNUT TREE PROTECTIVE BOUNDARY - LIMIT ACTIVITY WITHIN CIRCULAR BOUNDARY.

- PROTECTED ITEMS ARE CONSIDERED INCIDENTAL TO THE CONSTRUCTION COST

SCALE IN FEET: 0 10 20

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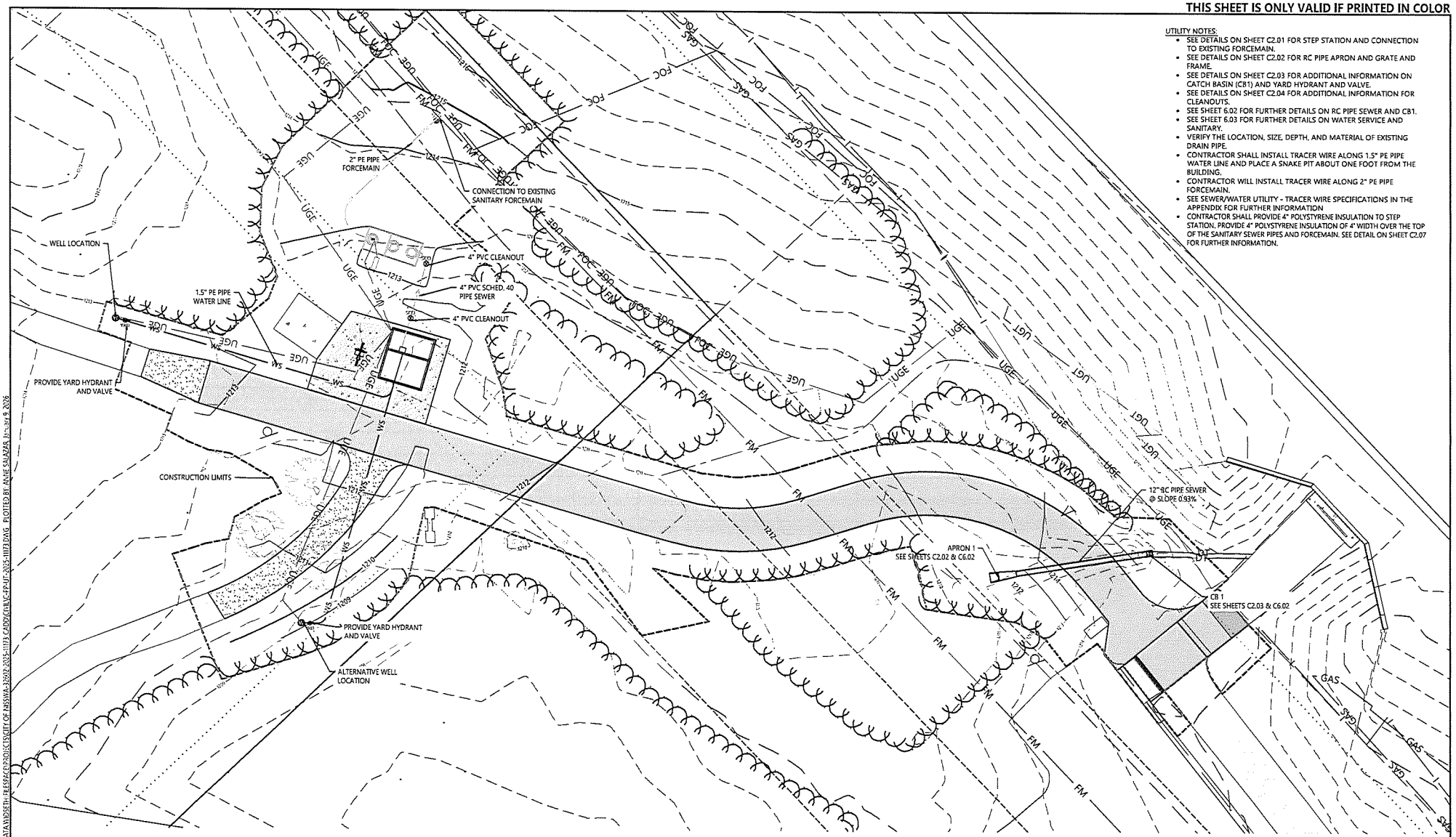
GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

RESTROOM SITE PLAN

C5.02

PROJECT #: 2025-11173

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UTILITY NOTES:

- SEE DETAILS ON SHEET C2.01 FOR STEP STATION AND CONNECTION TO EXISTING FORCEMAIN.
- SEE DETAILS ON SHEET C2.02 FOR RC PIPE APRON AND GRATE AND FRAME.
- SEE DETAILS ON SHEET C2.03 FOR ADDITIONAL INFORMATION ON CATCH BASIN (CB1) AND YARD HYDRANT AND VALVE.
- SEE DETAILS ON SHEET C2.04 FOR ADDITIONAL INFORMATION FOR CLEANOUTS.
- SEE SHEET 6.02 FOR FURTHER DETAILS ON RC PIPE SEWER AND CB1.
- SEE SHEET 6.03 FOR FURTHER DETAILS ON WATER SERVICE AND SANITARY.
- VERIFY THE LOCATION, SIZE, DEPTH, AND MATERIAL OF EXISTING DRAIN PIPE.
- CONTRACTOR SHALL INSTALL TRACER WIRE ALONG 1.5" PE PIPE WATER LINE AND PLACE A SNAKE PIT ABOUT ONE FOOT FROM THE BUILDING.
- CONTRACTOR WILL INSTALL TRACER WIRE ALONG 2" PE PIPE FORCEMAIN.
- SEE SEWER/WATER UTILITY - TRACER WIRE SPECIFICATIONS IN THE APPENDIX FOR FURTHER INFORMATION
- CONTRACTOR SHALL PROVIDE 4" POLYSTYRENE INSULATION TO STEP STATION. PROVIDE 4" POLYSTYRENE INSULATION OF 4' WIDTH OVER THE TOP OF THE SANITARY SEWER PIPES AND FORCEMAIN. SEE DETAIL ON SHEET C2.07 FOR FURTHER INFORMATION.

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SCALE IN FEET

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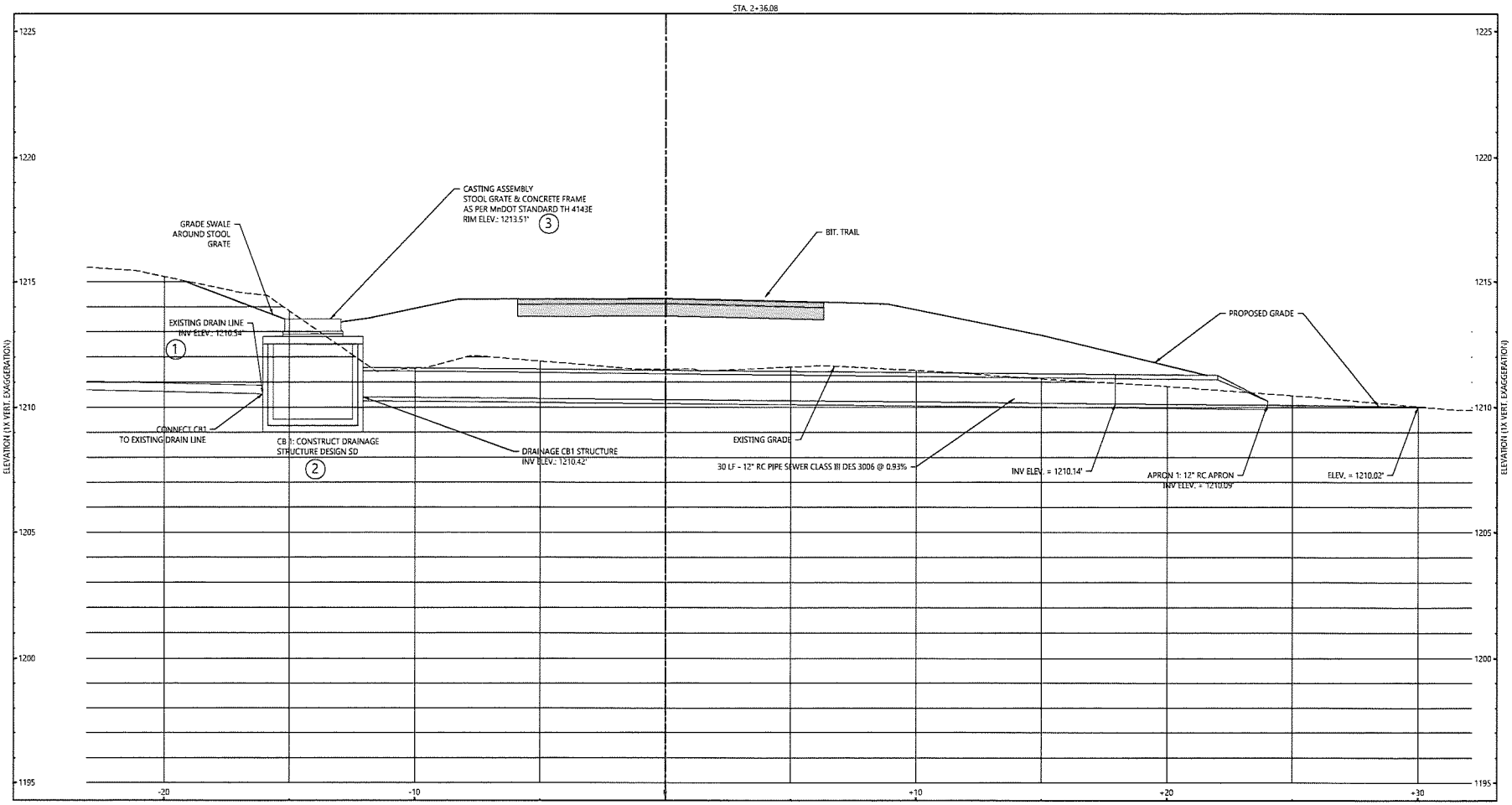
GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

NISSWA LAKE PARK TRAIL UTILITY PLAN

C6.01

PROJECT #: 2025-11173

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1. CONTRACTOR TO VERIFY EXISTING DRAIN PIPE LOCATION, SIZE, & DEPTH
2. SEE DETAILS ON SHEET C2.03 FOR CATCH BASIN
3. SEE DETAILS ON SHEET C2.02 FOR APRON AND STOOL GRATE & CONCRETE FRAME.

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WILLIAM K WESTERBERG LIC. NO.: 21874 DATE: 1/9/2026

DATE	REV#	REVISIONS DESCRIPTION

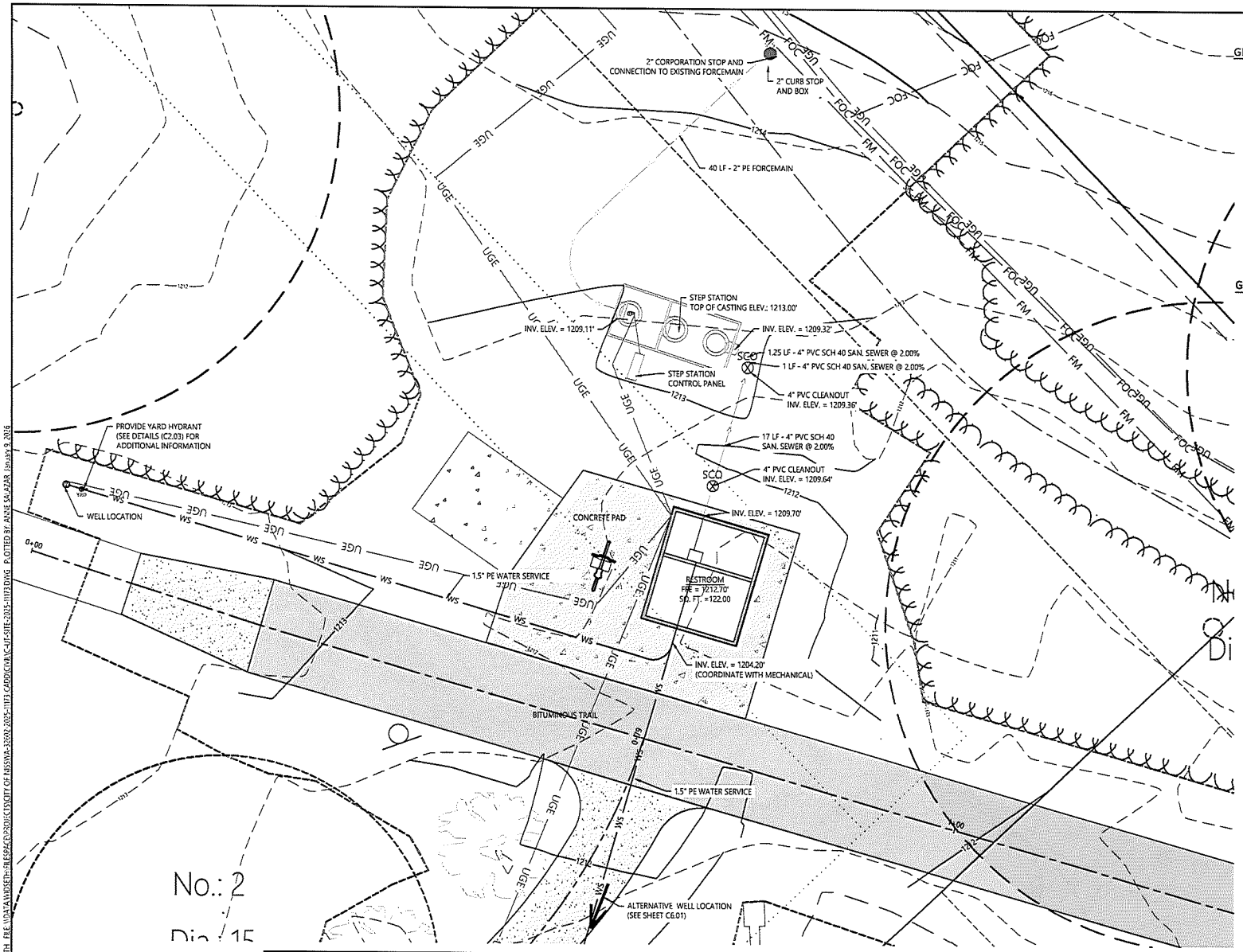
GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

STORM SEWER UTILITY PLAN

C6.02

PROJECT #: 2025-11173

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GENERAL CONSTRUCTION NOTES

- THE CONTRACTOR SHALL VERIFY ALL EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY OWNER OF ANY DIFFERENCES BETWEEN THE FIELD AND PLAN.
- UNLESS OTHERWISE NOTED, ALL MATERIALS, CONSTRUCTION TECHNIQUES AND TESTING SHALL CONFORM TO THE 2023 EDITION OF THE "STANDARD SPECIFICATIONS FOR TRENCH EXCAVATION AND BACKFILL/SURFACE RESTORATION, WATERMAIN AND SERVICE LINE INSTALLATION AND SANITARY SEWER AND STORM SEWER INSTALLATION" AS PUBLISHED BY THE CITY ENGINEERS ASSOCIATION OF MINNESOTA AND THE "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AS PUBLISHED BY THE MINNESOTA DEPARTMENT OF TRANSPORTATION, 2025 EDITION. THE CONTRACTOR SHALL REQUIRE ALL PROCEDURES AS OUTLINED BY THE LOCAL AGENCY.
- THE CONTRACTOR SHALL RECEIVE THE NECESSARY PERMISSION/PERMITS FOR ALL WORK LOCATED OUTSIDE OF THE MUNICIPAL RIGHT-OF-WAY AND PROPERTY LIMITS.
- THE CONTRACTOR SHALL VERIFY ALL EXISTING INVERT LOCATIONS AND ELEVATIONS PRIOR TO BEGINNING CONSTRUCTION.

GENERAL UTILITY NOTES

- THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-.2, ENTITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA".
- THE ENGINEER HAS MADE AN ATTEMPT TO SHOW ALL PUBLIC UTILITIES WITHIN THE CONSTRUCTION LIMITS OF THIS PROJECT. PUBLIC UTILITIES SHOWN ON THIS PLAN WERE DRAWN USING FIELD SURVEY INFORMATION AND MAPS PROVIDED TO THE ENGINEER BY THE UTILITY COMPANIES AS A RESULT OF A GOPHER STATE ONE CALL DESIGN LOCATE REQUEST. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THESE LOCATIONS PRIOR TO BIDDING AND CONSTRUCTING THE PROJECT.
- PRIVATE UTILITY LOCATES ARE TO BE COORDINATED WITH THE ENGINEER. THE PRIVATE LOCATES WILL BE DONE BY GOPHER STATE ONE CALL. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL EXCAVATION LOCATES AND SHALL NOTIFY ALL AFFECTED UTILITY COMPANIES AT LEAST 48-HOURS BEFORE CONSTRUCTION.
- THE CONTRACTOR SHALL RECEIVE THE NECESSARY PERMITS FOR ALL WORK OUTSIDE THE PROPERTY LIMITS.
- COORDINATE SERVICE LOCATION ENTRIES WITH THE CONTRACTED LICENSED PLUMBER.
- WATER SERVICE LINES SHALL BE INSTALLED WITH A MINIMUM OF 3 FEET OF COVER.
- STORM SEWER OF DIFFERING DIAMETERS SHALL MATCH 0.8 DIAMETER GRADE LINE ELEVATIONS AT CATCH BASIN OR MANHOLE JUNCTIONS.
- HDPE STORM SEWER PIPE SHALL MEET THE REQUIREMENTS OF AASHTO M294, TYPE S WITH WATERTIGHT JOINTS. PVC STORM SEWER SHALL BE SCHEDULE 40 PIPE. FLARED ENDS SHALL BE RCP WITH TRASH GUARDS AND RIP RAP.
- ALL INTERIOR AND EXTERIOR PIPING/PLUMBING SHALL COMPLY WITH THE 2020 MINNESOTA PLUMBING CODE REQUIREMENTS FOR MATERIALS AND INSTALLATION.
- SEE SHEET C2.01 FOR STEP STATION FORCEMAIN DETAIL AND STEP STATION DETAIL.
- TOP OF CASTING FOR STEP STATION IS AN ELEVATION OF 1213'.
- MAXIMUM DEPTH FOR STEP STATION IS 6 FT.
- SEE SEWER/WATER UTILITY - TRACER WIRE SPECIFICATIONS IN THE APPENDIX FOR FURTHER INFORMATION
- CONTRACTOR SHALL APPLY 4" POLYSTYRENE INSULATION TO STEP STATION, BUILDING FOUNDATION, AND SANITARY SEWER PIPES

0 20 40 N
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WILLIAM K WESTERBERG LIC. NO.: 21874 DATE: 1/9/2026

DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

RESTROOM UTILITY PLAN

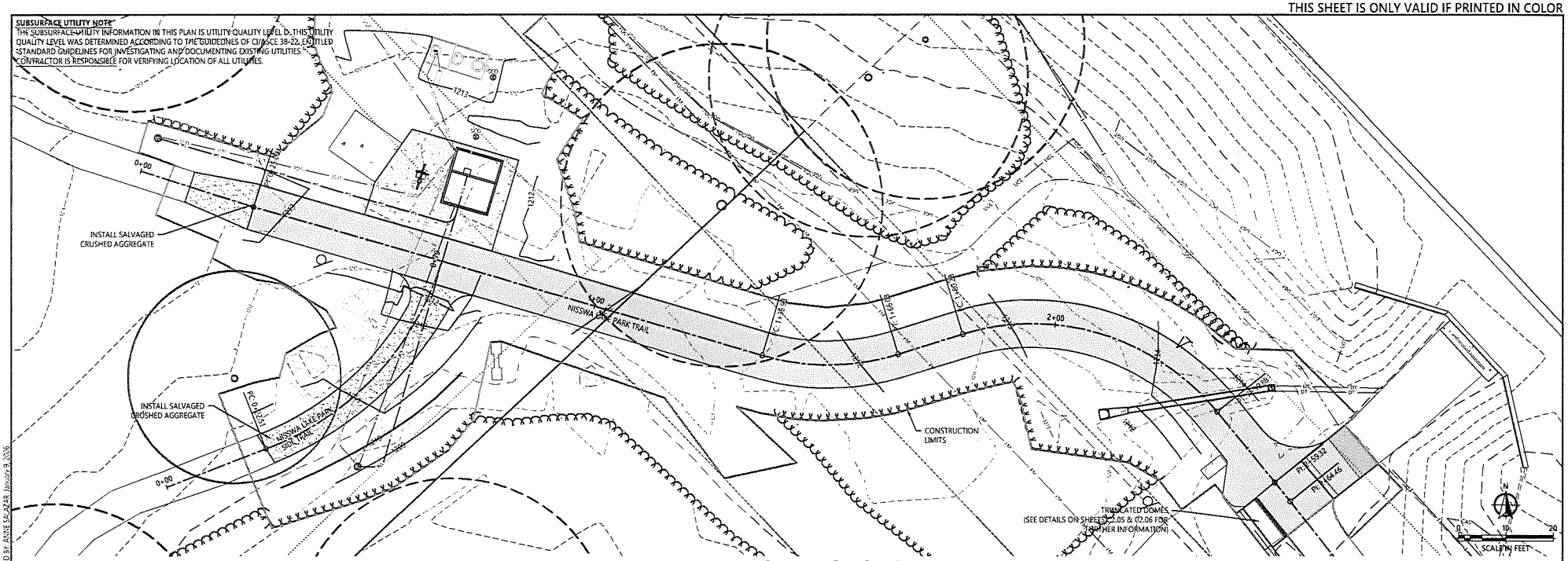
C6.03

PROJECT #: 2025-11173

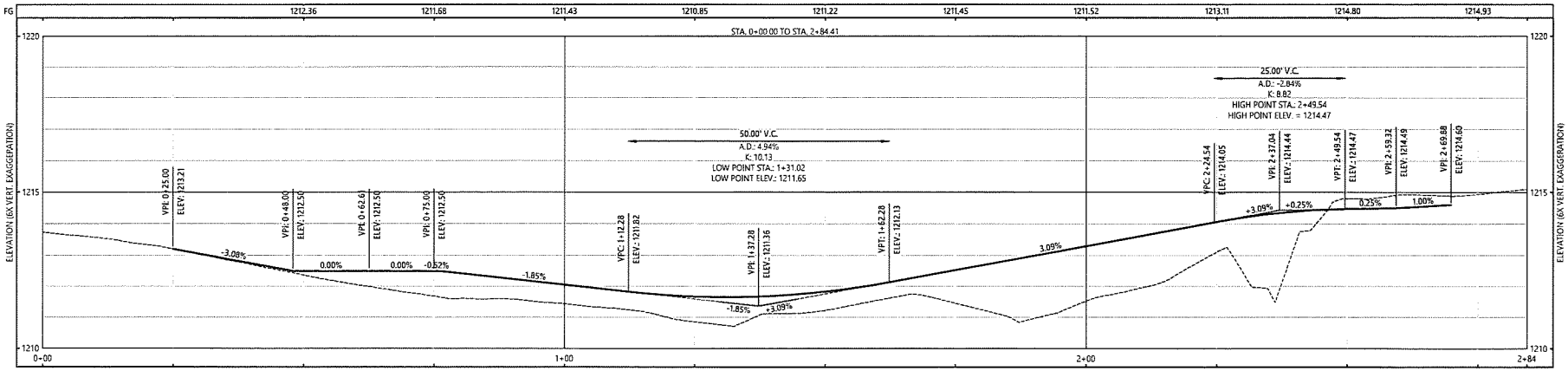
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SUBSURFACE UTILITY NOTE
THE SUBSURFACE UTILITY INFORMATION IN THIS PLAN IS UTILITY QUALITY LEVEL D. THIS UTILITY QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF CI/ASCE 38-22, ENTITLED 'STANDARD GUIDELINES FOR INVESTIGATING AND DOCUMENTING EXISTING UTILITIES.' CONTRACTOR IS RESPONSIBLE FOR VERIFYING LOCATION OF ALL UTILITIES.



PLAN & PROFILE



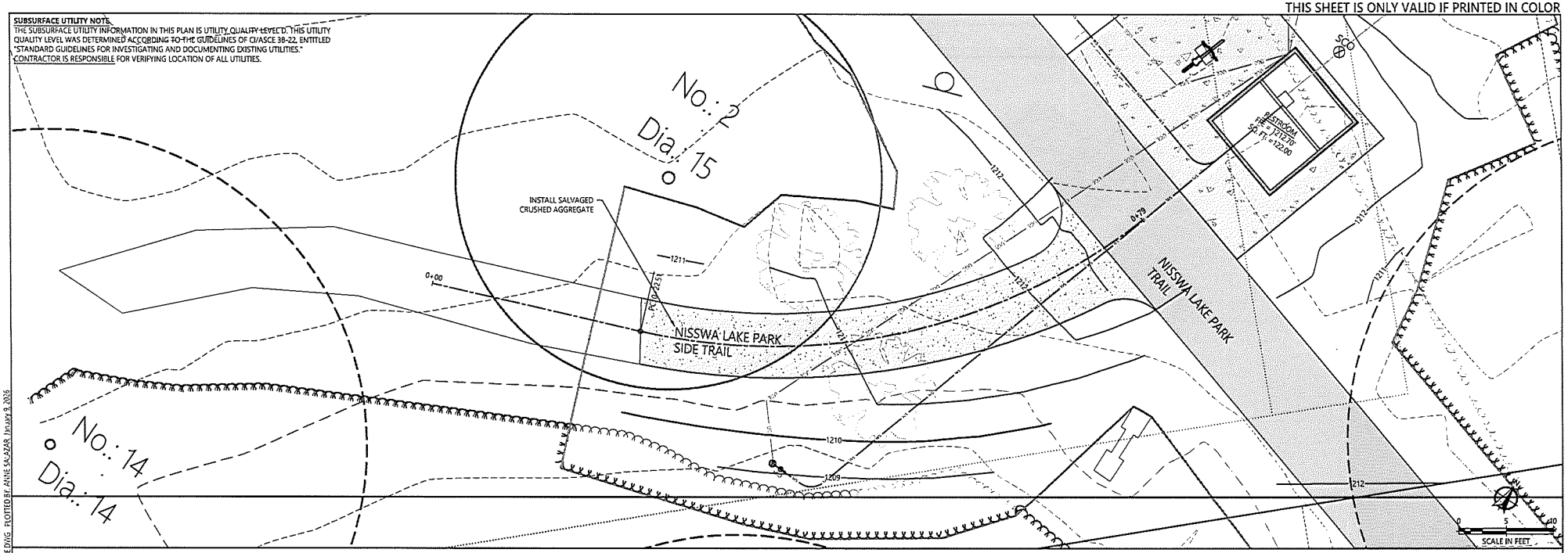
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VPI: 0+25.00	VPI: 0+48.00	VPI: 0+62.62	VPI: 0+75.00	VPC: 1+12.28	VPI: 1+37.28	VPT: 1+42.28	VPC: 2+24.54	VPI: 2+37.04	VPT: 2+49.54	VPI: 2+59.32	VPI: 2+69.88
ELEV: 1213.21	ELEV: 1212.50	ELEV: 1212.50	ELEV: 1212.50	ELEV: 1211.82	ELEV: 1211.36	ELEV: 1212.13	ELEV: 1214.05	ELEV: 1214.44	ELEV: 1214.47	ELEV: 1214.49	ELEV: 1214.60

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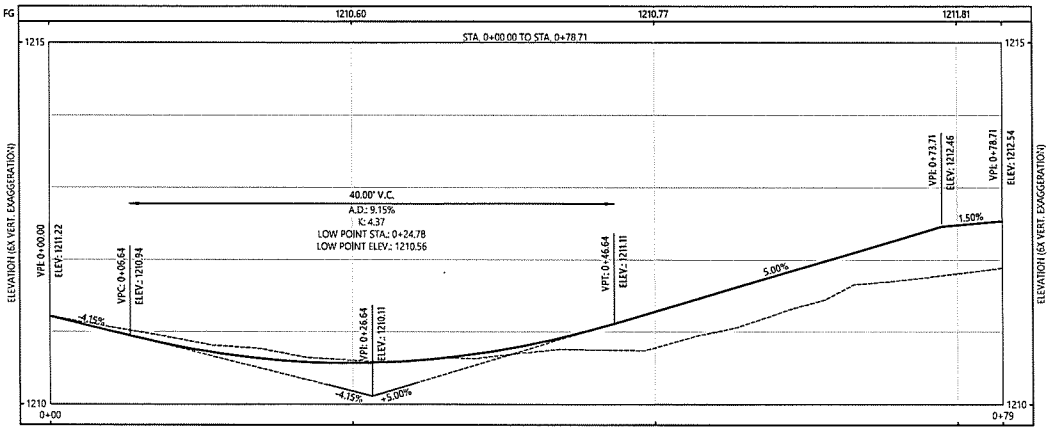
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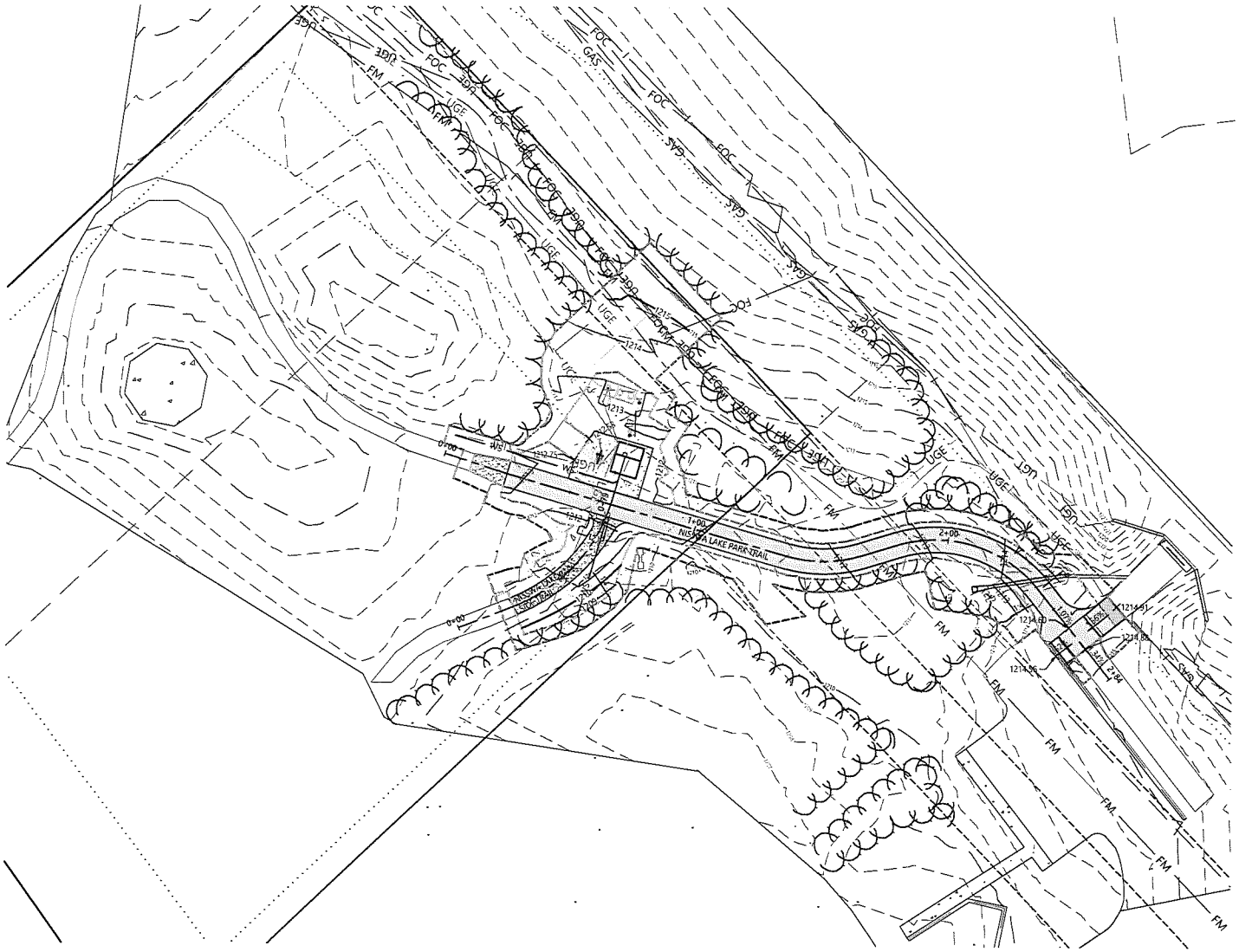
SIDE TRAIL PLAN & PROFILE



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GENERAL GRADING NOTES

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- HAULING HOURS MUST BE CONFIRMED WITH THE CITY PRIOR TO BEGINNING WORK.
- SPOT ELEVATIONS SHOWN INDICATE FINISHED PAVEMENT ELEVATIONS AND FINISHED SURFACE GRADE, UNLESS OTHERWISE NOTED.
- ALL SLOPES SHALL BE GRADED TO 4:1 OR FLATTER, UNLESS OTHERWISE NOTED ON THE PLANS.
- CONTRACTOR MUST MINIMIZE, IF NOT AVOID< IMPACT WITHIN THE PROTECTED GREEN BOUNDARIES AROUND THE BUTTERNUT TREES, ESPECIALLY FOR TREE NO. 2 and NO. 21.
- CONTRACTOR SHOULD REFERENCE DRAINAGE CULVERT CROSS SECTION ON SHEET C6.02 FOR FURTHER INFORMATION.
- CONTRACTOR SHALL MEET EXISTING GRADE ALONG THE MAIN TRAIL AND SOUTH TRAIL, AND THE CONCRETE WALK WITH THE BIKE RACK.
- CONTRACTOR SHALL PROVIDE A FLAT GRADE FOR THE STRUCTURE'S FOUNDATION AND THE TOP OF THE STEP STATION AND ITS PANEL.
- PEDESTRIAN WALK AND TRUNCATED DOMES MUST MEET ADA STANDARDS FOR DIMENSIONS AND SLOPES

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WILLIAM E WESTERBERG LIC NO.: 21874 DATE: 1/9/2026

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GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

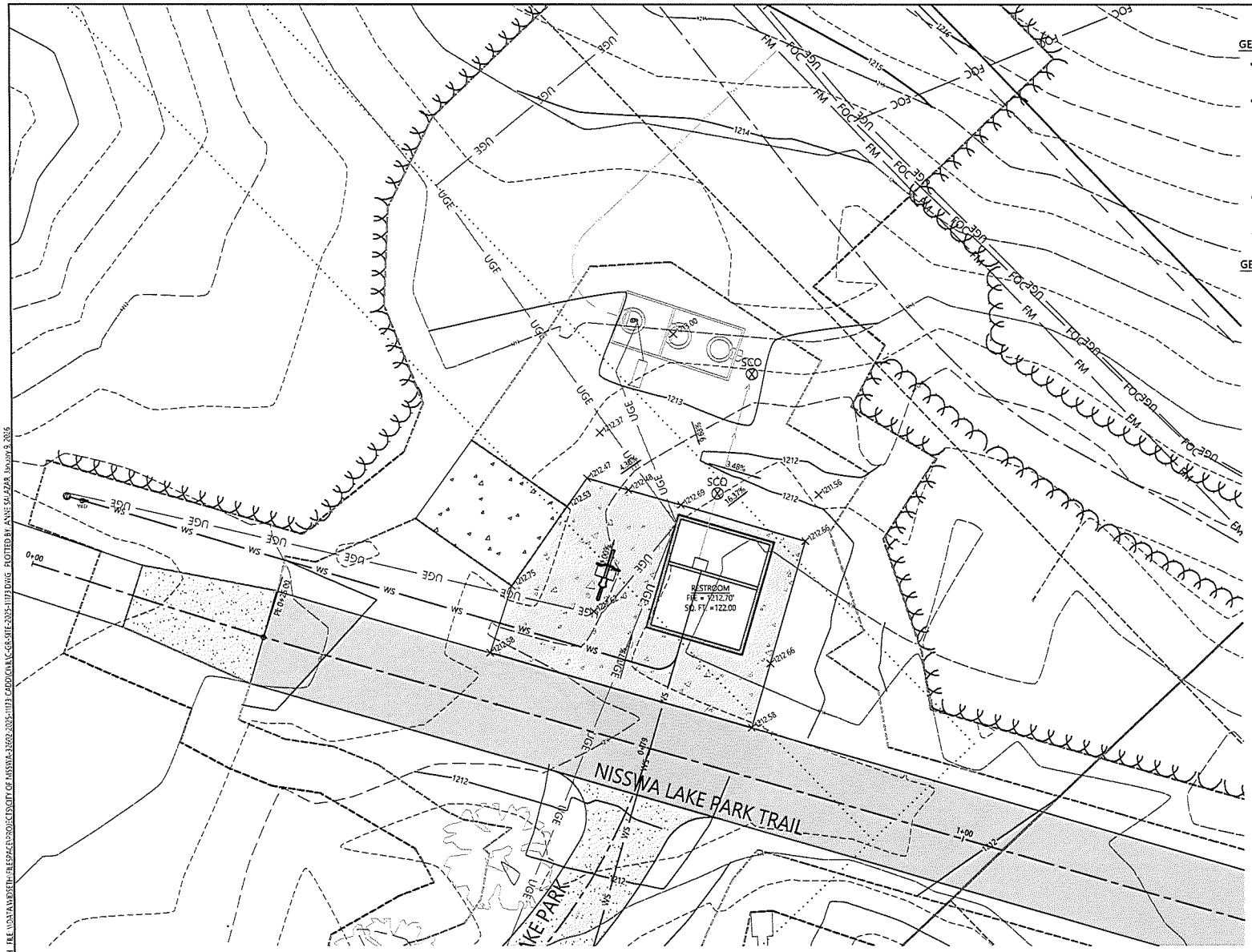
TRAIL GRADING PLAN

C8.01

PROJECT #: 2025-11173

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- HAULING HOURS MUST BE CONFIRMED WITH THE CITY PRIOR TO BEGINNING WORK.
- SPOT ELEVATIONS SHOWN INDICATE FINISHED PAVEMENT ELEVATIONS AND FINISHED SURFACE GRADE, UNLESS OTHERWISE NOTED.
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- CONTRACTOR SHALL MEET EXISTING GRADE ALONG THE MAIN TRAIL AND SOUTH TRAIL, AND THE CONCRETE WALK WITH THE BIKE RACK.
- CONTRACTOR SHALL PROVIDE A FLAT GRADE FOR THE STRUCTURE'S FOUNDATION AND THE TOP OF THE STEP STATION AND ITS PANEL.

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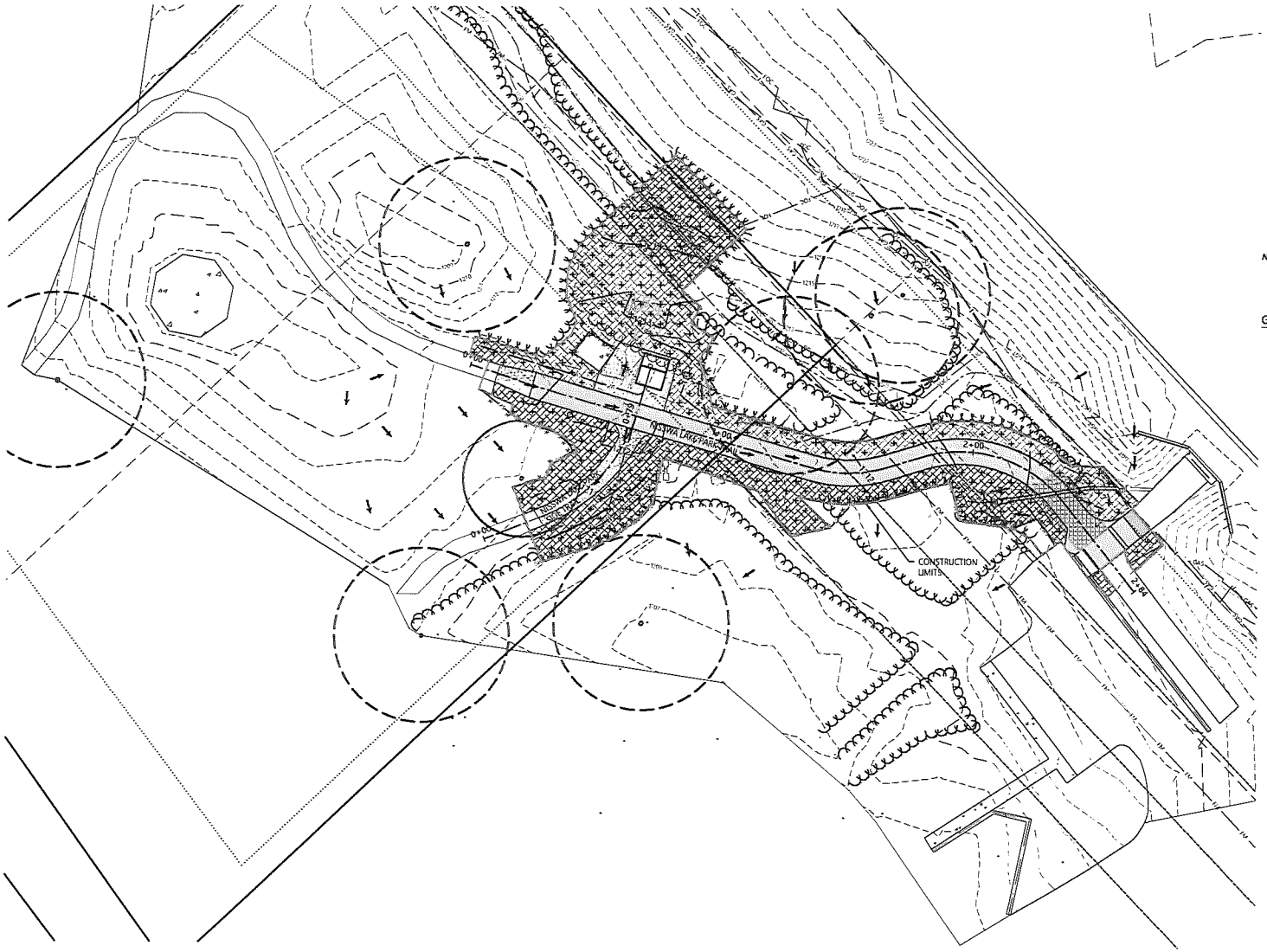
GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

RESTROOM GRADING PLAN

C8.02

PROJECT #: 2025-11173

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EROSION CONTROL LEGEND

- SURFACE DRAINAGE FLOW DIRECTION ARROW
- CULVERT END CONTROLS AT CULVERT END
- STABILIZED CONSTRUCTION EXIT
- TURFGRASS SEED MIXTURE
- SILT FENCE, TYPE MS
- SEDIMENT CONTROL LOG TYPE COMPOST
- HYDRAULIC REINFORCED FIBER MATRIX
- BUTTERNUT TREE SETBACK BOUNDARY

NOTES:

- ***CONTRACTOR MUST MINIMIZE, IF NOT AVOID, IMPACT WITHIN BUTTERNUT TREE SETBACK BOUNDARIES***

GENERAL EROSION CONTROL NOTES

- ALL CONSTRUCTION SHALL CONFORM TO LOCAL, STATE, AND FEDERAL REGULATIONS INCLUDING THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS.
- ALL SILT FENCE AND SEDIMENT CONTROL MEASURES SHALL BE IN PLACE PRIOR TO ANY EXCAVATION/CONSTRUCTION AND SHALL BE MAINTAINED UNTIL VIABLE TURF OR GROUND COVER HAS BEEN ESTABLISHED. MAINTENANCE AND REMOVAL OF SEDIMENT CONTROL DEVICES SHALL BE INCIDENTAL TO THE GRADING CONTRACT.
- ALL STREETS UTILIZED FOR PROJECT CONSTRUCTION MUST BE CLEANED AT THE END OF EACH DAY. A ROCK ENTRANCE TO THE SITE MUST BE PROVIDED ACCORDING TO THE DETAILS TO REDUCE TRACKING OF SEDIMENT ONTO PUBLIC STREETS. STREET SWEEPING MAY BE NECESSARY AND WILL BE CONSIDERED INCIDENTAL.
- ALL EXPOSED SOILS MUST BE STABILIZED WITHIN 14 CALENDAR DAYS OF ROUGH GRADE COMPLETION OF AFTER CONSTRUCTION TERMINATES. ALL STOCKPILES SHALL HAVE ADEQUATE SEDIMENT TRAPPING SYSTEMS INSTALLED AROUND THEM.
- ALL AREAS TO BE ESTABLISHED TO GRASS COVER SHALL RECEIVE 4" OF TOPSOIL AND SOD OR SEED. THESE AREAS SHALL BE WATERED UNTIL A HEALTHY STAND OF GRASS IS OBTAINED.
- INLET PROTECTION SHALL BE INSTALLED AT ALL STORM SEWER INLETS WHICH HAVE A POTENTIAL TO RECEIVE RUNOFF FROM THE CONSTRUCTION SITE.
- INFILTRATION AREA SHALL BE PROTECTED FROM CONSTRUCTION ACTIVITIES TO AVOID COMPACTION OF THE SOILS. IT IS RECOMMENDED THIS AREA BE FENCED OFF AND NOT UTILIZED FOR CONSTRUCTION STAGING, STOCKPILING MATERIALS, OR ANY OTHER CONSTRUCTION RELATED ACTIVITY. THE INFILTRATION AREA SHALL BE SHAPED TO FINAL GRADE AND ALL HEAVY CONSTRUCTION EQUIPMENT SHALL NOT BE ALLOWED IN THE BASIN.
- SEE PLAN LEGEND FOR A COMPLETE LIST OF HATCHES AND SYMBOLS USED FOR EROSION CONTROL.

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WILLIAM K. WESTERBERG LIC. NO.: 23674 DATE: 1/9/2026

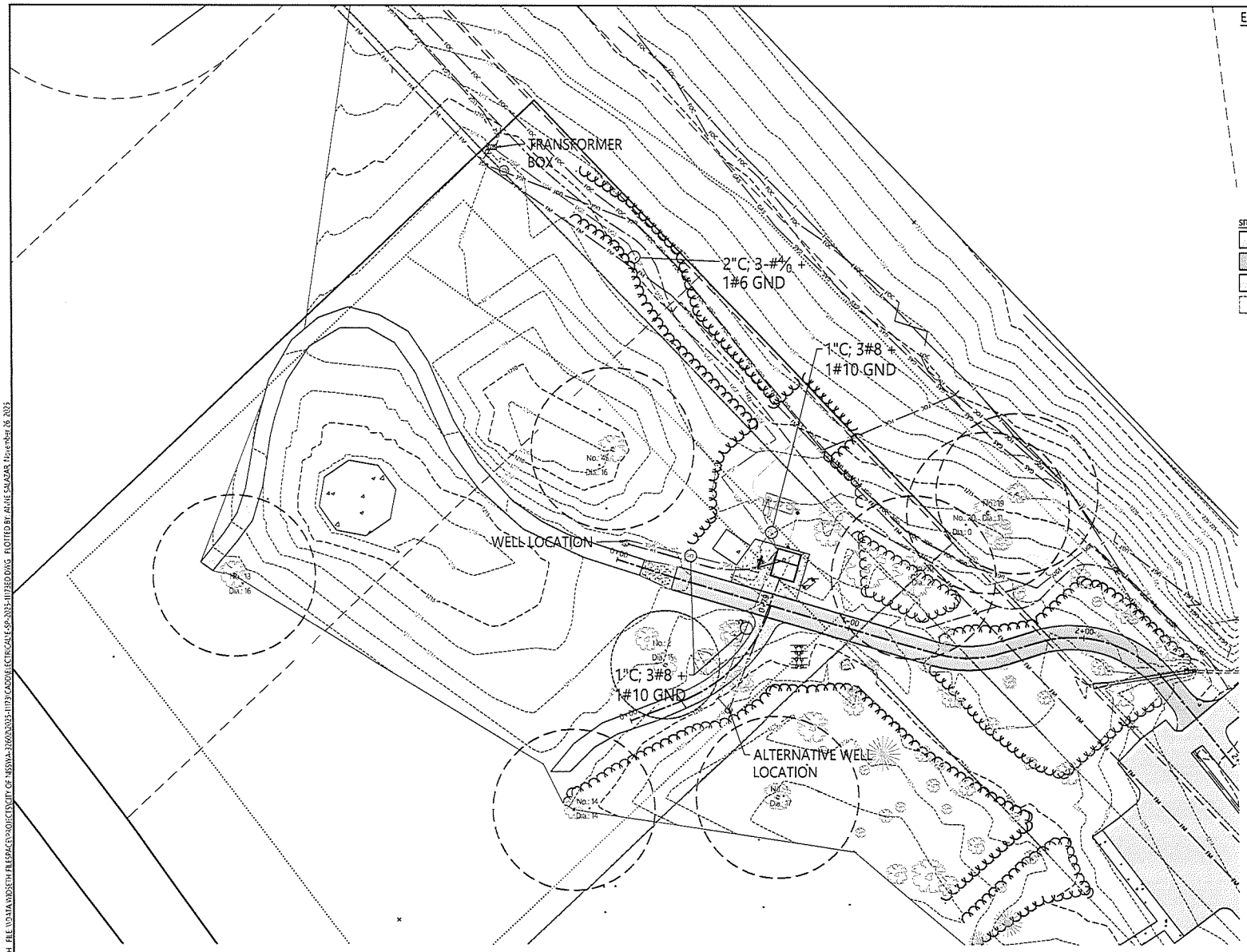
DATE	BY	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK
TURF RESTORATION

C9.01
PROJECT #: 2025-11173

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ELECTRICAL GENERAL NOTES

A. COORDINATE THE EXACT LOCATION OF ALL EXISTING TRANSFORMER LOCATIONS WITH THE CIVIL PLANS

B. WIRE COUNTS ARE NOT SHOWN. IT IS THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR TO COORDINATE THE NUMBER OF CONTRACTORS REQUIRED. MINIMUM HOMERUN SHALL BE ½"C., 2#12, 1#12G. PROVIDED A SEPARATE NEUTRAL FOR EACH CIRCUIT. NO SHARED NEUTRALS.

C. ALL ELECTRICAL WORK SHALL COMPLY WITH THE CURRENT EDITION OF THE NATIONAL ELECTRICAL CODE (NEC).

D. BURIED ELECTRICAL LINE WILL FOLLOW THE EXISTING CLEARING TO THE TRANSFORMER BOX.

E. ALL DISTRIBUTED AREA MUST BE RESTORED WITH REQUIRED SOIL COVERING, INCLUDING A MINIMUM OF 4" OF TOPSOIL.

SITE PLAN LEGEND

- 4" CONC. WALK OVER 4" AGGREGATE BASE CL5
- INSTALL SALVAGED CRUSHED ROCK (6")
- 2.5" BIT. WALK OVER 4" AGGREGATE BASE CL 5
- BUTTERNUT TREE SETBACK BOUNDARY

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JAMES W. SZUSTEK LIC. NO.: 25355 DATE: 1/09/2026

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GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

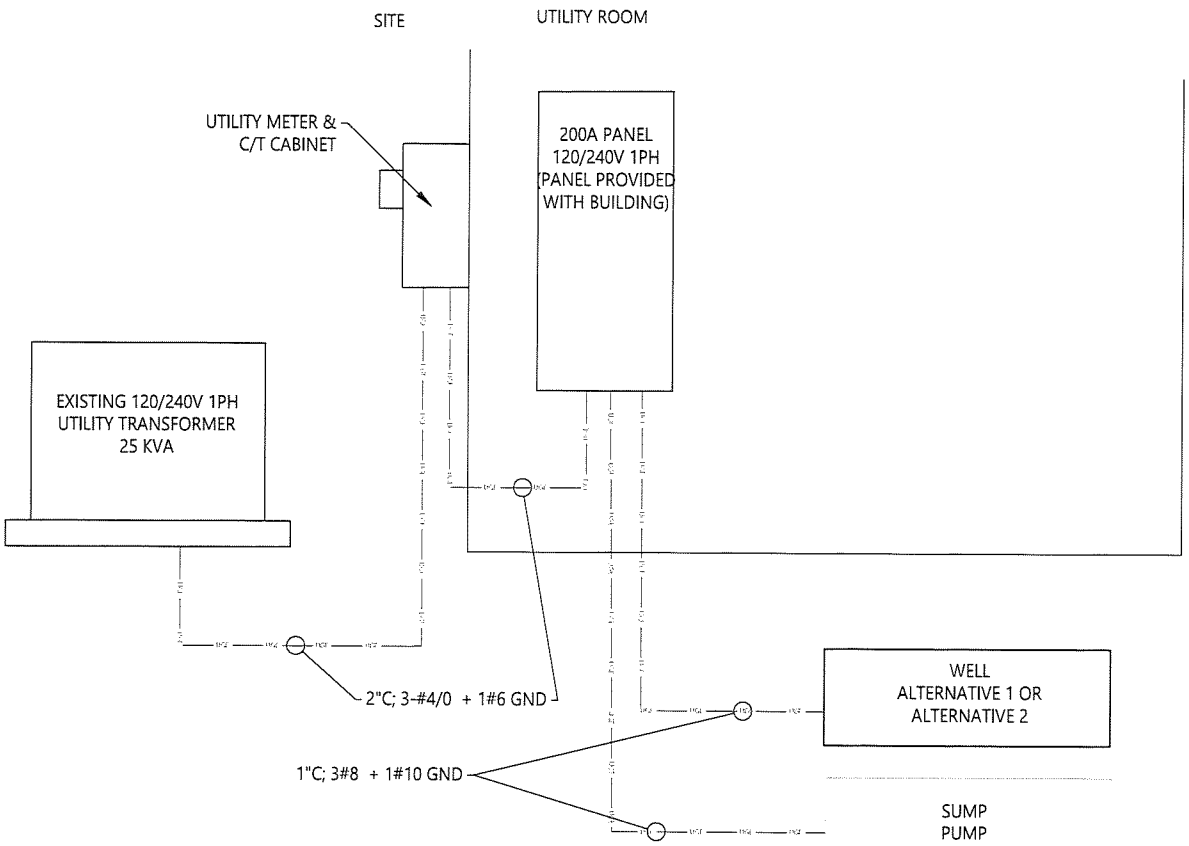
ELECTRICAL SITE PLAN

E1.01

PROJECT #: 2025-11173

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ELECTRICAL SPECIFICATION

ELECTRICAL PROVISIONS

A. INDICATION OF THE DRAWINGS OR IN THE SPECIFICATIONS OF MATERIAL ARTICLES SYSTEMS OR METHODS REQUIRES THAT THE ELECTRICAL CONTRACTOR SHALL SUPPLY EACH ITEM MENTIONED OF NO LESS THAN QUALITY NOTED. PERFORM EACH OPERATION INDICATED AND PROVIDE ALL LABOR, EQUIPMENT AND MATERIALS NECESSARY FOR A COMPLETE INSTALLATION. REFER TO OTHER SECTIONS AND SCHEDULES FOR WORK RELATED TO AND IN CONJUNCTION WITH THIS WORK.

B. THE ELECTRICAL CONTRACTOR SHALL FURNISH ALL LABOR, MATERIAL, EQUIPMENT AND ACCESSORIES TO PROVIDE AN ACCEPTABLE OPERATING SYSTEM. THE SYSTEM SHALL INCLUDE ITEMS SHOWN ON THE PLANS, MENTIONED IN THESE SPECIFICATIONS AND ALL PARTS NECESSARY FOR THE INSTALLATION OF A COMPLETE SYSTEM THOUGH NOT SPECIFICALLY MENTIONED.

C. THE USE OF MANUFACTURER'S TYPE, MODEL OR CATALOG NUMBER TO IDENTIFY OR DESCRIBE ANY ITEM OF EQUIPMENT IN THESE SPECIFICATIONS, SHALL NO RELIEVE THE ELECTRICAL CONTRACTOR OF THE RESPONSIBILITY TO PROVIDE ADDITIONAL FEATURES OR MODIFICATIONS WHICH ARE SPECIFIED HEREIN OR SHOWN ON THE CONTRACT DOCUMENTS.

D. IN CASE OF SOME ITEMS OF EQUIPMENT, ONE OR MORE ADDITIONAL NAMES OF ACCEPTABLE MANUFACTURERS ARE LISTED AT THE END OF A CLAUSE DESCRIBING AN ITEM OR A GROUP OF ITEMS IN ORDER TO SIMPLIFY THE APPROVAL OF COMPARABLE PRODUCTS.

E. IT SHALL BE CLEARLY UNDERSTOOD THAT THE DESIGN LAYOUT, SPACE ALLOCATIONS AND CONNECTION DETAILS, ARE BASED ON THE PRODUCTS NAMED FIRST IN THE DESCRIPTION OF EACH ITEM AND THE GENERAL APPROVAL INDICATED BY LISTING THE NAMES OF OTHER MANUFACTURERS IS SUBJECT TO FINAL REVIEW OF SHOP DRAWINGS, PERFORMANCE DATE, TEST REPORTS AND PRODUCT SAMPLES, IF REQUIRED.

F. IT SHALL BE THE ELECTRICAL CONTRACTOR'S RESPONSIBILITY TO ENSURE THAT THE PRODUCTS USED IN THEIR BID MEET ALL THE REQUIREMENTS OF THIS INSTALLATION AS SPECIFIED AND AS SHOWN ON THE CONTRACT DOCUMENTS.

G. PRIOR TO SUBMITTING A BID, THE SUBCONTRACTOR SHALL EXAMINE THE SITE, THE ARCHITECTURAL AND MECHANICAL DRAWINGS AND OTHER CONTRACT DOCUMENTS, AND THOROUGHLY FAMILIARIZE HIMSELF WITH ALL CONDITIONS AFFECTING THE WORK SPECIFIED UNDER THE ELECTRICAL CONTRACTOR.

H. NO EXTRA PAYMENT WILL BE MADE FOR ADDITIONAL WORK ARISING FROM CONDITIONS WHICH COULD HAVE BEEN DETERMINED HAD A PROPER EXAMINATION BEEN MADE.

I. PRIOR TO BIDDING AND/OR INSTALLATION, THE ELECTRICAL CONTRACTOR SHALL EXAMINE THE MECHANICAL AND ARCHITECTURAL DRAWINGS TO CHECK IF ANY EQUIPMENT IS SHOWN AT LOCATIONS DESIGNATED FOR ANY MECHANICAL EQUIPMENT OR OUTLETS. THE ELECTRICAL CONTRACTOR SHALL ALSO REVIEW THE EXACT DIMENSIONS SHOWN ON THE ARCHITECTURAL PLANS TO VERIFY THAT ALL SCALES AND DIMENSIONS SHOWN ON THE ELECTRICAL PLANS ARE CORRECT. DIMENSIONS ON ARCHITECTURAL PLANS TAKE PRECEDENCE.

J. THE ELECTRICAL CONTRACTOR SHALL OBTAIN AND PAY FOR ALL PERMITS, INSPECTIONS, LICENSES, FEES AND SERVICE CHARGES REQUIRED BY THE AUTHORITIES HAVING JURISDICTION OVER THE WORK OF THE ELECTRICAL CONTRACTOR.

K. HE SHALL OBTAIN A FINAL CERTIFICATE OF APPROVAL WITHOUT RESERVATIONS, FROM THE APPLICABLE INSPECTION DEPARTMENT, WHEN ALL WORK HAS BEEN COMPLETED, TESTED AND PLACED IN OPERATION IN ACCORDANCE WITH THE REQUIREMENTS OF THE CONTRACT DRAWINGS AND SPECIFICATIONS AND ALL GOVERNING CODES AND REGULATIONS.

L. THE ELECTRICAL CONTRACTOR SHALL DO ALL CUTTING AND PATCHING NECESSARY TO INSTALL HIS WORK, TO CONCEAL ALL CONDUIT, OUTLETS AND UNFINISHED MATERIAL AS HEREINAFTER SPECIFIED AND OR INDICATED ON THE DRAWINGS. ALL CUTTING AND PATCHING SHALL BE SUBJECT TO THE DIRECTION AND APPROVAL OF THE ARCHITECT.

M. THE ELECTRICAL CONTRACTOR SHALL TAKE SPECIAL CARE IN MAKING PENETRATIONS OF THE VAPOR BARRIER ON THE EXTERIOR WALLS AND FIRE RATED CEILINGS. ALL PENETRATIONS SHALL BE MADE BY CUTTING AND TAPING TO PREVENT FURTHER TEARING. ALL PENETRATIONS SHALL BE SEALED AND APPROVED FOR FIRE RATING.

N. PRIOR TO ORDERING ANY EQUIPMENT, THE ELECTRICAL CONTRACTOR SHALL SUBMIT FOR REVIEW A MINIMUM OF SIX COMPLETE SETS OF SHOP AND EQUIPMENT DRAWINGS. THE MANUFACTURE OR CONSTRUCTION OF ANY PIECE OF EQUIPMENT, DEVICE, FRAMEWORK OR OTHER ITEM FOR WHICH SHOP DRAWINGS ARE REQUIRED TO BE FURNISHED SHALL NOT COMMENCE PRIOR TO REVIEW OF THE APPROPRIATE SHOP DRAWINGS EXCEPT AT THE RISK OF THE ELECTRICAL CONTRACTOR. IF EQUIPMENT IS USED OTHER THAN THAT DESCRIBED IN THE MATERIALS SECTION OF THIS SPECIFICATION OR AS DESCRIBED ON THE PLANS, THE ELECTRICAL CONTRACTOR AND THEIR SUPPLIER SHALL BE RESPONSIBLE FOR ANY EXTRA COSTS INCURRED BY THEM OR OTHER CONTRACTORS DUE TO DIFFERENCES IN ELECTRICAL, MECHANICAL OR SPACE REQUIREMENTS. THE ELECTRICAL CONTRACTOR SHALL HAVE THE RESPONSIBILITY WHETHER OR NOT THE SUBSTITUTION WAS LISTED AS AN APPROVED MANUFACTURER OR THE DIFFERENCES WERE NOTED BY THE SHOP DRAWING REVIEWER.

O. THE ELECTRICAL CONTRACTOR SHALL SUBMIT PRIOR TO FINAL ACCEPTANCE OF THE INSTALLATION TWO COMPLETE BOUND OPERATION MANUALS COVERING ALL EQUIPMENT FURNISHED BY THE ELECTRICAL CONTRACTOR OR THEIR SUBCONTRACTORS. THE MANUAL SHALL INCLUDE REVIEWED SHOP DRAWINGS, INTERNAL WIRING DIAGRAMS, LUBRICATING MAINTENANCE AND OPERATING INSTRUCTIONS. PROVIDE INDEX AND ARRANGE IN ORDER OF SPECIFICATIONS. THE ADDRESS AND TELEPHONE NUMBER OF THE ELECTRICAL CONTRACTOR, MANUFACTURER'S AGENTS, UTILITY COMPANIES AND EMERGENCY SERVICE ORGANIZATIONS SHALL BE LISTED ON THE FLY SHEET OF THE MANUALS. THE ELECTRICAL CONTRACTOR SHALL INSTRUCT THE OWNER'S REPRESENTATIVE AS TO PROPER OPERATING PROCEDURES OF ALL EQUIPMENT FURNISHED BY THE ELECTRICAL CONTRACTOR OR THEIR SUBCONTRACTORS.

P. THE ELECTRICAL CONTRACTOR SHALL BE PROVIDED WITH A SET OF DRAWINGS FOR RECORDING CHANGES AND AS INSTALLED DIMENSIONS OF EQUIPMENT AND CONCEALED CONDUIT. THE WORK OF THE ELECTRICAL CONTRACTOR WILL NOT BE DEEMED COMPLETE UNLESS AN ACCEPTABLE SET OF ACCURATE DRAWINGS HAS BEEN PRODUCED BY THE ELECTRICAL CONTRACTOR.

Q. THE SUBCONTRACTOR SHALL GUARANTEE ALL LABOR AND NEW MATERIAL FOR A PERIOD OF ONE YEAR FROM THE DATE OF SUBSTANTIAL COMPLETION WHICH SHALL BE EVIDENCED BY THE CERTIFICATION OF FINAL PAYMENT. THIS GUARANTEE SHALL APPLY TO DEFICIENCIES RESULTING FROM DEFECTIVE WORKMANSHIP AND/OR MATERIALS.

R. THE ELECTRICAL CONTRACTOR SHALL EFFECT AND MAINTAIN PUBLIC AND PROTECTIVE LIABILITY AND PROPERTY DAMAGE AND CONTINGENT LIABILITY INSURANCE TO COVER OPERATIONS OF THEIR SUBCONTRACTORS SUCH THAT THE OWNER AND ENGINEER WILL BE PROTECTED FROM ALL CLAIMS FOR DAMAGES INCLUDING BODILY INJURY, DISEASE OR DEATH AND CARE AND LOSS OF SERVICE.

S. THE ELECTRICAL CONTRACTOR SHALL COORDINATE ALL OF THEIR ACTIVITIES WITH THE OWNER SO THAT THE OWNER'S OPERATIONS FUNCTION NORMALLY DURING THE ENTIRE CONSTRUCTION PERIOD. ALL DEBRIS FROM WORK SHALL BE REMOVED DAILY AND DISPOSED OF AT THE EXPENSE OF THE ELECTRICAL CONTRACTOR TO KEEP A NEAT, CLEAN OPERATION ON A DAILY BASIS.

T. THE ELECTRICAL CONTRACTOR SHALL GIVE 48 HOURS NOTICE IF IT IS NECESSARY TO SHUT OFF POWER, WATER, GAS, SEWER OR OTHER UTILITIES.

CONDUIT AND FITTINGS

ALL CONDUIT SHALL BE HOT DIP PROCESS GALVANIZED OR SHERARDIZED STEEL AND SHALL MEET IN ALL RESPECTS THE AMERICAN STANDARD SPECIFICATIONS FOR SUCH CONDUIT. CONDUIT SHALL BE INSTALLED IN THE APPROXIMATE POSITIONS INDICATED ON THE PLANS, SHALL BE ARRANGED TO DRAIN TO OUTLET BOXES WHERE POSSIBLE AND SHALL BE SECURELY ATTACHED TO BOXES AND CABINETS WITH LOCKNUTS AND BUSHINGS. ALL CONDUIT SHALL BE RUN
CONCEALED UNLESS OTHERWISE NOTED

HEIGHTS OF OUTLETS

WALL OUTLETS SHALL BE INSTALLED AT THE FOLLOWING HEIGHTS TO THE CENTERLINE, UNLESS OTHERWISE INDICATED ON THE PLANS OR SHOWN ON THE ARCHITECTURAL ELEVATIONS. PARTICULAR ATTENTION MUST BE PAID TO ARCHITECTURAL INTERIOR ELEVATIONS.

RECEPTACLES, TELEPHONE OUTLETS	+18" AFF
SWITCHES	+48" AFF
PANELBOARDS	+72" AFF, MAX. 78" TO TOP
RECEPTACLES ABOVE COUNTERS (AC)	+4" ABOVE BACK SPLASH
WALL MOUNTED TELEPHONE (M)	+54" AFF
PUSHBUTTONS	+48" AFF
DOOR BELL CHIME	+78" AFF

WIRE AND CABLE

WIRE AND CABLE SHALL BE MADE UP FROM SOFT DRAWN COPPER HAVING CONDUCTIVITY OF NOT LESS THAN 98 % OF PURE COPPER AND SHALL BE INSTALLED IN CONDUIT. CONDUCTORS LARGER THAN #8 AWG SHALL BE STRANDED. NO CONDUCTORS SMALLER THAN #14 AWG SHALL BE USED. USE #12 AWG UNLESS NOTED OTHERWISE ON THE DRAWINGS. ALL WIRE AND CABLE SHALL BE RATED 75 DEG C. COMMUNICATION CABLES SHALL BE PLENUM RATED.

OUTLET, PULL AND JUNCTION BOXES

ALL SWITCH AND OUTLET BOXES SHALL BE OF GALVANIZED STEEL, SECURELY FASTENED IN PLACE INDEPENDENT OF SUPPORT FROM CONNECTION CONDUIT AND SHALL BE INSTALLED IN ACCORDANCE WITH ARTICLE 370 OF THE NEC. ALL BOXES SHALL BE FLUSH MOUNTED IN FINISHED AREAS UNLESS SPECIFICALLY INDICATED TO BE SURFACE MOUNTED. UNLESS OTHERWISE INDICATED, BOXES MAY BE SURFACE MOUNTED WHERE EXPOSED CONDUITS ARE INDICATED OR PERMITTED

WIRING DEVICES

PROVIDE WIRING DEVICES FOR ALL OUTLETS SHOWN ON THE DRAWINGS AS SPECIFIED HEREIN. DEVICES SHALL BE WHITE IN COLOR WITH WHITE COVERPLATES, AND SHALL BE VERIFIED WITH THE ARCHITECT. DEVICES SHALL BE AS FOLLOWS OR EQUAL BY P & S, HUBBELL, GENERAL ELECTRIC, OR LEVITON. SINGLE POLE SWITCHES SHALL BE LEVITON #54521-2W, 20 AMP A.C. RATED, OR APPROVED EQUAL.
THREE-WAY SWITCHES SHALL BE LEVITON #54521-2W, 20 AMP A.C. RATED, OR A APPROVED EQUAL. 20 AMP DUPLEX RECEPTACLES SHALL BE P & S #TR53SW, THREE WIRE GROUNDING TYPE, OR APPROVED EQUAL.
ALL RECEPTACLES AND SWITCHES SHALL BE PROVIDED WITH P & S SERIES WHITE PLASTIC WALL PLATES TO ACCOMMODATE DEVICES.
GROUND FAULT RECEPTACLES SHALL BE P & S #2095TRW, OR APPROVED EQUAL.
WEATHERPROOF DUPLEX RECEPTACLE COVERS SHALL BE P & S #3700 WITH WEATHERPROOF "IN-USE" COVER.

GROUNDING

ALL CONDUIT SYSTEMS, SWITCH BOXES, CABINET, AND OTHER PERMANENTLY INSTALLED ELECTRICAL EQUIPMENT SHALL BE SOLIDLY GROUNDED IN ACCORDANCE WITH THE LATEST EDITION OF NEC TO FORM A CONTINUOUS, PERMANENT AND EFFECTIVE GROUNDING SYSTEM.

SERVICE CONNECTIONS & VOLTAGE

THE CONTRACTOR SHALL VERIFY EXISTING SERVICE AS SHOWN ON THE DRAWINGS. EXISTING SERVICE VOLTAGE IS 120/240V 1PHASE, 3 WIRE, 60 Hz.

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WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY: AMS
CHECKED BY: AW

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

JAMES W. SZUSTEK LIC. NO.: 25305 DATE: 1/09/2026

DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

ELECTRICAL DETAILS & NOTES

E2.01

PROJECT #: 2025-11173

THIS SHEET ONLY VALID IF PRINTED IN COLOR

MECHANICAL AND PLUMBING SYMBOLS

MECHANICAL ABBREVIATIONS

ABV	ABOVE
AC	AIR CONDITIONING
ADD	ADDENDUM
AFF	ABOVE FINISHED FLOOR
AFUE	ANNUAL FUEL UTILIZATION EFFICIENCY
ALT	ALTERNATE
AP	ACCESS PANEL
ARCH	ARCHITECH/ARCHITECTURAL
BD	BALANCING DAMPER
BDD	BACKDRAFT DAMPER
BFH	BELOW FINISHED FLOOR
BLW	BELOW
BTU	BRITISH THERMAL UNITS
BTUH	BRITISH THERMAL UNITS PER HOUR
CAP	CAPACITY
CB	CATCH BASIN
CFM	CUBIC FEET PER MINUTE
CLG	CEILING
CW	COLD WATER
D	ENGINE
DB	DRY BULB
Ø	DIAMETER
DIA	DIAMETER
DN	DOWN
DSD	DUCT SMOKE DETECTOR
DW	DISTILLED WATER
EA	EXHAUST AIR
EAT	ENTERING AIR TEMPERATURE
EEC	ELECTRICAL
EQUIP	EQUIPMENT
ESP	EXTERNAL PRESSURE DROP
EWT	ENTERING WATER TEMPERATURE
EX	EXISTING
F	DEGREES FAHRENHEIT
FD	FIRE DAMPER
FDC	FIRE DEPARTMENT CONNECTION
FL	FLOOR
FO	FUEL OIL
FOR	FUEL OIL RETURN
FOS	FUEL OIL SUPPLY
FOV	FUEL OIL VENT
FPM	FEET PER MINUTE
FSD	FIRE & SMOKE DAMPER
FT	FOOT/FEET
FTR	FIN TUBE RADIATION
GAL	GALLON
GC	GENERAL CONTRACTOR
GF	GAS-FIRED
GPM	GALLONS PER MINUTE
HP	HORSE POWER
HTG	HEATING
HTR	HEATER
HW	HOT WATER
IN	INCH
INV	INVERT
LAT	LEAVING AIR TEMPERATURE
LB	POUND
LB/HR	POUNDS PER HOUR
LPG	LIQUEFIED PETROLEUM GAS
LPR	LOW PRESSURE RETURN
LPS	LOW PRESSURE SUPPLY
LVR	LOUVER
LWT	LEAVING WATER TEMPERATURE
MA	MIXED AIR
MAU	MAKEUP AIR UNIT
MAX	MAXIMUM
MBH	ONE THOUSAND BTU PER HOUR
MCF	ONE THOUSAND CUBIC FEET
MD	MOTORIZED DAMPER
MECH	MECHANICAL
MFR	MANUFACTURER
MIN	MINIMUM
MISC	MISCELLANEOUS
MTR	MOTOR
NC	NOISE CRITERIA
NC	NORMALLY CLOSED
NIC	NOT IN CONTRACT
NO	NUMBER
NO	NORMALLY OPEN
NTS	NOT TO SCALE
O	OXYGEN
OA	OUTSIDE AIR
ORD	OVERFLOW ROOF DRAIN
PD	PRESSURE DROP
PLMB	PLUMBING
PRESS	PRESSURE
PSI	POUNDS PER SQUARE INCH
PSIG	POUNDS PER SQUARE INCH GAUGE
PWR	POWER
RA	RETURN AIR
RCP	RADIANT CEILING PANEL
RD	ROOF DRAIN
RH	RELATIVE HUMIDITY
RM	ROOM
RPM	REVOLUTIONS PER MINUTE
SA	SUPPLY AIR
SAN	SANITARY
SD	SMOKE DAMPER
SF	SQUARE FOOT
SP	STANDPIPE
SP	STATIC PRESSURE DROP
STM	STEAM
T	THERMOSTAT
TD	TEMPERATURE DROP
TEMP	TEMPERATURE
TYP	TYPICAL
UG	UNDERGROUND
V	VENT
VAC	VACUUM
VAV	VARIABLE AIR VOLUME
VD	VOLUME DAMPER
VENT	VENTILATION
VTR	VENT THROUGH ROOF
VTW	VENT THROUGH WALL
W	WASTE
WB	WET BULB

MECH EQUIPMENT ABBREVIATIONS

AC	AIR CONDITIONING UNIT
ACU	AIR CURTAIN
AD	AIR DRYER
AHU	AIR HANDLING UNIT
AS	AIR SEPARATOR
B	BOILER
BMS	BUILDING MANAGEMENT SYSTEM
BT	BUFFER TANK
CA	AIR COMPRESSOR
CH	CHILLER
CN	CONDENSATE RECEIVER
CT	COOLING TOWER
CU	CONDENSING UNIT
CUH	CABINET UNIT HEATER (HYDRONIC/STEAM) (WALL MOUNTED)
DC	DUCT COIL
DDAS	DDAS UNIT
DS	DUCT SILENCER
DUC	DUST COLLECTOR
FBR	ELECTRIC BASEBOARD RADIATION
FC	EVAPORATIVE COOLER
ECU	ENVIRONMENTAL CONTROL UNIT
ECUH	ELECTRIC CABINET UNIT HEATER (WALL MOUNTED)
EDC	ELECTRIC DUCT COIL
EF	EXHAUST FAN
EHR	EXHAUST HOSE REEL
ERU	ENERGY RECOVERY UNIT
FUH	FLECTRIC UNIT HEATER (CEILING MOUNTED)
EXP	EXPANSION TANK
F	FURNACE
FC	FLUID COOLER
FCU	FAN COIL UNIT
FP	FIRE PUMP
FTR	FINNED TUBE RADIATION
FWI	FLAMMABLE WASTE INTERCEPTOR
GI	GREASE INTERCEPTOR
GIH	GRAVITY INTAKE HOOD
GRH	GRAVITY RELIEF HOOD
GSHP	GROUND SOURCE HEAT PUMP
GUH	GAS UNIT HEATER (CEILING MOUNTED)
HC	HEATING COIL
HEX	HEAT EXCHANGER
HRU	HEAT RECOVERY UNIT
HTR	HEATER
HU	HUMIDIFIER
IR	INFRARED RADIANT HEATER
IVP	INFRARED VACUUM PUMP
KH	KITCHEN HOOD
MAN	MANIFOLD
MAU	MAKE-UP AIR UNIT
MB	MIXING BOX
P	PUMP ("P" IS DEFAULT, ONCE ASSIGNED A SYSTEM, THIS WILL CHANGE TO BELOW)
	BP BOILER PUMP
	CFP CHEMICAL FEED PUMP
	CP CIRCULATING PUMP
	MCP MANIFOLD CIRCULATING PUMP
	RCP RECIRCULATING PUMP
PRV	POWER ROOF VENTILATOR
PTAC	PACKAGED TERMINAL AIR CONDITIONING
PTHP	PACKAGED TERMINAL HEAT PUMP
PW	PRESSURE WASHER
RC	REFRIGERATED CASE
RHC	REHEAT COIL
RHP	RADIANT HEATING PANEL
RTU	ROOFTOP UNIT
SF	SUPPLY FAN
SI	SAND INTERCEPTOR
SP	SUMP PUMP
ST	STORAGE TANK
UH	UNIT HEATER (HYDRONIC/STEAM) (CEILING MOUNTED)
UV	UNIT VENTILATOR
VAV	VAV BOX
WH	WATER HEATER
WOH	WASTE OIL HEATER
WS	WATER SOFTENER
WSHP	WATER SOURCE HEAT PUMP

PLUMBING FIXTURE ABBREVIATIONS

AD	AREA DRAIN
BT	BATHTUB
CO	CLEAN OUT
EPWS	EMERGENCY EYEWASH SHOWER
EWC	ELECTRIC WATER COOLER
EWS	EMERGENCY SHOWASH
FCO	FLOOR CLEAN OUT
FD	FLOOR DRAIN
FS	FLOOR SINK
HB	HOSE BIBB
HS	HAND SINK
HYD	HYDRANT
LAV	LAVATORY
LT	LAUNDRY TUB
MS	MOP SINK
OB	OUTLET BOX
RD	ROOF DRAIN
S	SINK
SEP	SEWAGE EJECTOR PUMP
SH	SHOWER
TD	TRENCH DRAIN
UR	URINAL
WC	WATER CLOSET
WCO	WALL CLEAN OUT

VALVE ABBREVIATIONS

AAV	AUTOMATIC AIR VENT
BFV	BUTTERFLY VALVE
BLV	BALANCING VALVE
BV	BALL VALVE
BWV	BACKWATER VALVE
CAO	COMPRESSED AIR OUTLET
CV	CHECK VALVE
CVA	CIRCUIT SETTER VALVE
DCV	DOUBLE CHECK VALVE
DCVA	DOUBLE CHECK VALVE ASSEMBLY
DV	DIAPHRAM VALVE
FV	FLOAT VALVE
GC	GAS COCK
GLV	GLOBE VALVE
GM	GAS METER
GV	GATE VALVE
HV	HOSE VALVE
LSV	LOCK SHIELD VALVE
MV	MOTORIZED VALVE
NV	NEEDLE VALVE
QO	QUICK OPENING VALVE
PRGV	PRESSURE REGULATING VALVE
PRV	PRESSURE REDUCING VALVE
PV	PLUG VALVE
PVB	PRESSURE VACUUM BREAKER
RPZ	BACKFLOW PREVENTER
SCV	SPRING CHECK VALVE
SD	SHUTOFF VALVE
ST	STEAM TRAP
STR	STRAINER
SV	SOLENOID VALVE
TG	TEMPERATURE GAUGE
TMV	THERMOSTATIC MIXING VALVE
TP	TRAP PRIMER
TPRV	TEMPERATURE PRESSURE RELIEF VALVE
TRV	THERMOSTATIC RECIRCULATION VALVE
WHA	WATER HAMMER ARRESTER
WM	WATER METER

GENERAL SYMBOLS

- REVISION NUMBER
- XX — NUMBER OF DETAIL ON SHEET
- XX — NUMBER OF SHEET WHERE DETAIL APPEARS
- KEYNOTE
- CONNECT TO EXISTING
- AREA NOT IN CONTRACT

VALVES & PIPING SYMBOLS

- ANCHOR
- GV — ANGLE GATE VALVE
- GLV — ANGLE GLOBE VALVE
- HV — ANGLE HOSE VALVE
- AAV — AUTOMATIC AIR VENT
- DCVA — BACKFLOW PREVENTER DOUBLE CHECK ASSEMBLY (BALL VALVES)
- DCVA — BACKFLOW PREVENTER DOUBLE CHECK ASSEMBLY (GATE VALVES)
- RPZ — BACKFLOW PREVENTER REDUCED PRESSURE ZONE (BALL VALVES)
- RPZ — BACKFLOW PREVENTER REDUCED PRESSURE ZONE (GATE VALVES)
- RWV — BACKWATER VALVE
- BLV — BALANCING VALVE
- BV — BALL VALVE
- BLIND FLANGE
- BFV — BUTTERFLY VALVE
- CAP
- CV — CHECK VALVE
- CVA — CIRCUIT SETTER VALVE
- CIRCUIT SOLVER (THERMOSTATIC)
- DV — DIAPHRAM VALVE
- DOMESTIC WATER METER
- DCV — DOUBLE CHECK VALVE
- ELBOW - TURN DOWN
- ELBOW - TURN UP
- EXPANSION JOINT
- FV — FLOAT VALVE
- FLOW ARROW
- FLOW MEASURING DEVICE
- FLOW METER
- GAS METER
- GV — GATE VALVE
- GLV — GLOBE VALVE
- IN-LINE PUMP
- IRRIGATION WATER METER
- LSV — LOCK SHIELD VALVE
- MANUAL AIR VENT
- MOTORIZED VALVE
- NV — NEEDLE VALVE
- PIPE CONTINUATION
- PV — PLUG VALVE
- PRESSURE GAUGE
- PRV — PRESSURE REDUCING VALVE
- PRGV — PRESSURE REGULATING VALVE
- PUMP SUCTION DIFFUSER
- QO — QUICK OPENING VALVE
- REDUCER - CONCENTRIC
- REDUCER - ECCENTRIC
- SLEEVE
- SOLENOID VALVE

VALVES & PIPING SYMBOLS

- SPECIALTY VALVE (SPECIFIC VALVE TYPE WILL BE DENOTED ON DETAILS)
- SCV — SPRING CHECK VALVE
- ST — STEAM TRAP
- STR — STRAINER
- TPRV — TEMPERATURE PRESSURE RELIEF VALVE
- THERMOMETER
- THERMOSTATIC MIXING VALVE
- TMV — THERMOSTATIC MIXING VALVE - EYEWASH
- TRV — THERMOSTATIC RECIRCULATION VALVE
- 3-WAY MANUAL VALVE
- 3-WAY MOTORIZED VALVE
- TRAP PRIMER
- UNION
- WATER METER

MECHANICAL SYMBOLS

- BDD — BACKDRAFT DAMPER
- FD — FIRE DAMPER
- FSD — FIRE & SMOKE DAMPER
- MD — MOTORIZED DAMPER
- SD — SMOKE DAMPER
- VD — VOLUME DAMPER
- AIRFLOW ARROW
- PITCH OR DUCT DROP
- PITCH OR DUCT RISE
- TRANSFER AIRFLOW - DOOR UNDERCUT
- DUCT CONTINUATION - RECTANGULAR
- DUCT CONTINUATION - ROUND
- SENSOR (REFER TO LEGEND FOR TYPE)
- EXISTING HVAC & EQUIPMENT TO BE DEMOLISHED
- EXISTING HVAC & EQUIPMENT TO REMAIN
- EXISTING PIPE TO BE DEMOLISHED
- EXISTING PIPE TO REMAIN

AIR TERMINAL TAGS

RECTANGULAR / CIRCULAR TAG

- TERMINAL REFERENCE
- TERMINAL SIZE (LENGTH×WIDTH)
- AIRFLOW (CFM)

LINEAR SLOT TAG

- TERMINAL REFERENCE
- NUMBER OF SLOTS / TERMINAL LENGTH
- AIRFLOW (CFM)

HVAC SYSTEMS

EA	EXHAUST AIR
EA-GF	EXHAUST AIR - GAS FLUE
EA-GR	EXHAUST AIR - GREASE
OA	OUTSIDE AIR
RA	RETURN AIR
RA-T	RETURN AIR - TRANSFER
SA	SUPPLY AIR

PIPING SYSTEMS - MECHANICAL

CHWR	CHILLED WATER - RETURN
CHWS	CHILLED WATER - SUPPLY
CA	COMPRESSED AIR
FOR	FUEL OIL - RETURN
FOS	FUEL OIL - SUPPLY
NG	GAS - NATURAL
LPG	GAS - PROPANE
GWR	GEOTHERMAL WATER - RETURN
GWS	GEOTHERMAL WATER - SUPPLY
HWR	HEATING WATER - RETURN
HWS	HEATING WATER - SUPPLY
HPR	HEAT PUMP WATER - RETURN
HPS	HEAT PUMP WATER - SUPPLY
REF-HG	REFRIGERANT - HOT GAS
REF-L	REFRIGERANT - LIQUID
REF-S	REFRIGERANT - SUCTION
ST	STEAM
COND	STEAM - CONDENSATE
STHP	STEAM - HIGH PRESSURE

PIPING SYSTEMS - PLUMBING

AV	ACID - VENT
AW	ACID - WASTE
CD	CONDENSATE - DRAINAGE
CW	DOMESTIC COLD WATER
CW-H	DOMESTIC COLD WATER - HARD
CW-S	DOMESTIC COLD WATER - SOFT
HW	DOMESTIC HOT WATER
HW140	DOMESTIC HOT WATER - 140°
HW-R	DOMESTIC HOT WATER - RECIRCULATION
HW-R140	DOMESTIC HOT WATER - RECIRCULATION 140°
NP	NON-POTABLE WATER
VV	SANITARY AND VENT - COMBINATION
W	SANITARY - DRAINAGE
V	SANITARY - VENT
RL	STORM DRAINAGE
DRL	STORM DRAINAGE - OVERFLOW
TW	TEMPERED WATER

SHEET INDEX

SHEET #	SHEET NAME
MECHANICAL TITLE SHEET	
MT1.11	MECHANICAL TITLE SHEET
PLUMBING	
P1.11	BELOW GRADE PLUMBING PLAN

+ OF SHEETS: 2

PLUMBING NOTES

A	FIELD VERIFY ALL NEW WATER, WASTE, AND VENT PIPING CONNECTIONS, AND PROVIDE NEW CONNECTIONS AS REQUIRED FOR PROPERLY OPERATING SYSTEMS.
B	FIELD VERIFY LOCATION AND INVERTS OF SITE UTILITIES PRIOR TO INSTALLATION
C	WASTE AND VENT PIPING BELOW AND THROUGH FLOOR SHALL BE 2" MINIMUM.
D	PROVIDE CLEANOUTS IN ACCESSIBLE LOCATION AT THE BASE OF ALL PLUMBING RISERS.
I	THIS PLAN IS DIAGRAMMATIC IN NATURE AND SHALL NOT BE SCALED TO DETERMINE THE LOCATION OR DIMENSION OF THE WORK. CONTRACTOR SHALL VERIFY EXACT LOCATION OF PIPING AND PENETRATIONS.
F	FLOORS SHALL SLOPE TO DRAIN AT 1/4" MINIMUM. SLOPE SEE ARCHITECTURAL PLANS FOR MORE INFORMATION.
G	PROVIDE WALL CLEAN OUTS IN ALL VENT RISERS ON BRANCHES LONGER THAN 5'-0" AND ON BRANCHES SERVING SINKS OR URINALS

GENERAL NOTES

A	WHERE FLOOR DRAINS OCCUR WITHIN THE LIMITS OF CONSTRUCTION, PREVENT CONSTRUCTION DEBRIS FROM ENTERING DRAIN BODY BY SEALING DRAIN OPENING PRIOR TO START OF WORK. UNSEAL DRAINS AT COMPLETION OF CONSTRUCTION.
B	COORDINATE INSTALLATION OF PIPING, DUCTWORK, CONDUIT, LIGHTS, CABLE TRAY, STRUCTURE, AND EQUIPMENT TO PREVENT CONFLICTS.
C	FINAL PRODUCT SHALL BE A COMPLETE AND FUNCTIONING SYSTEM, AND SHALL CONFORM TO ALL REQUIREMENTS OF APPLICABLE FEDERAL, STATE, AND LOCAL CODES, INCLUDING BUT NOT LIMITED TO THE INTERNATIONAL BUILDING CODE AND MINNESOTA MECHANICAL CODE.
D	ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE CURRENT EDITION OF ALL APPLICABLE CODES, AND LOCAL CODES AS APPLIED BY THE AUTHORITY HAVING JURISDICTION.
E	ADJUST PIPING SIZES TO PROPERLY CONNECT TO MECHANICAL EQUIPMENT
F	PIPE SIZES SHOWN SHALL BE CONTINUED IN THE DIRECTION OF FLOW UNTIL ANOTHER SIZE IS SHOWN
G	INSTALL ALL EQUIPMENT IN ACCORDANCE WITH THE RESPECTIVE MANUFACTURER'S WRITTEN INSTALLATION INSTRUCTIONS, AT A LEVEL OF QUALITY AND WORKMANSHIP CONSISTENT WITH THE SPECIFICATIONS.
H	LOCATIONS OF PIPING, DUCTWORK AND EQUIPMENT AS INDICATED ON THE DRAWING, ARE APPROXIMATE AND SUBJECT TO MINOR ADJUSTMENTS IN THE FIELD. WORK SHALL BE COORDINATED WITH ALL OTHER TRADES TO AVOID INTERFERENCE IN THE FIELD.
I	INSTALL EXPOSED PIPING AND DUCTWORK AS HIGH AS PRACTICAL IN ROOMS WITHOUT CEILINGS.
J	PRIOR TO STARTING WORK, SUBMIT SHOP DRAWINGS FOR ALL MECHANICAL EQUIPMENT, PLUMBING FIXTURES, AND DIFFUSERS.
K	CONTRACTOR SHALL OBTAIN AND PAY FOR ALL NECESSARY PERMITS AND SHALL ARRANGE FOR ALL INSPECTIONS AS REQUIRED.

2025-11173

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

© 2025 WIDSETH SMITH NOLTING & ASSOCIATES, INC. - SHEET 22 OF 44 - 11/25/2025 11:19:59 AM

WiDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY: <###>
CHECKED BY: <###>

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA

ERIC F. JENDRO — LIC #: 45426 — DATE: 11-07-2025

DATE	REV#	REVISIONS DESCRIPTION

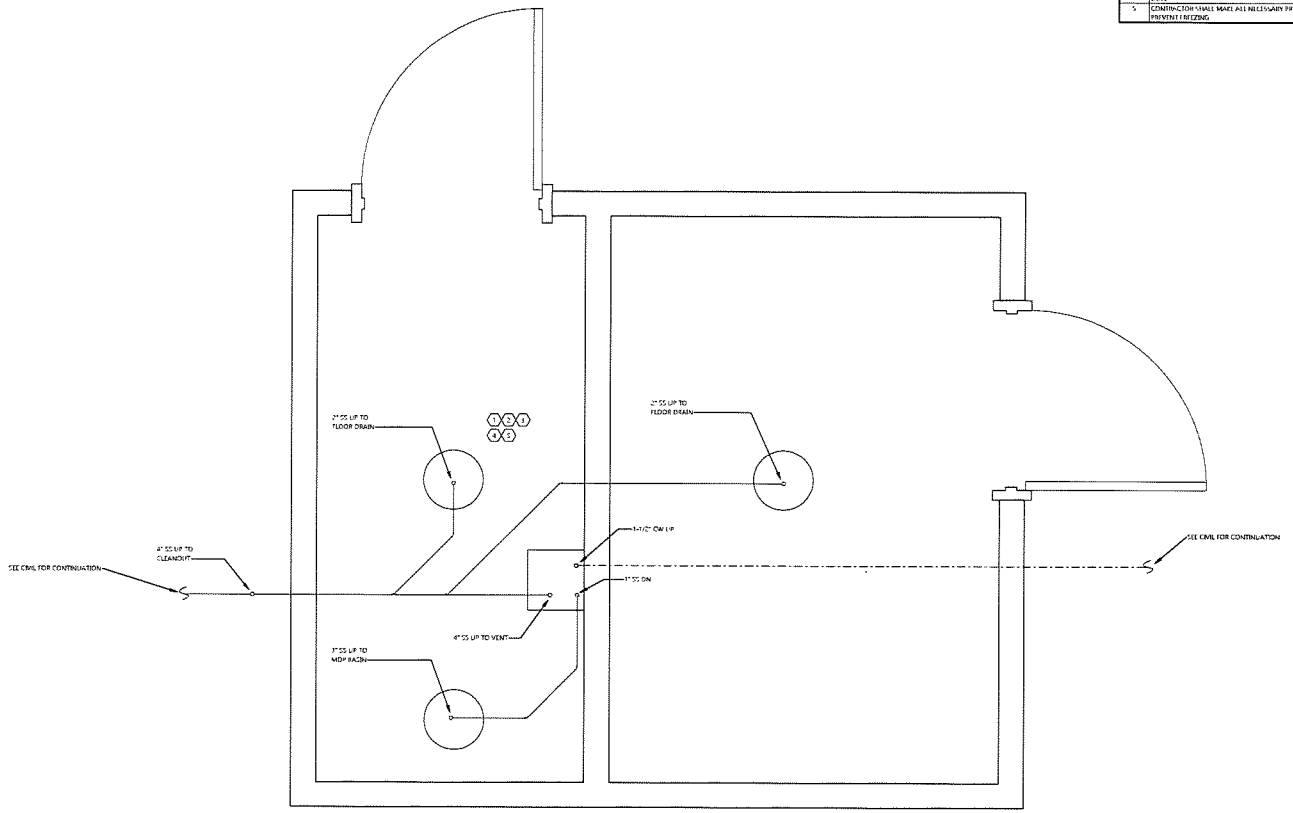
GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

MECHANICAL TITLE SHEET

MT1.11

PROJECT #: 2025-11173

KEYED PLAN NOTES	
#	DESCRIPTION
1	CONTRACTOR SHALL COORDINATE WITH PREFABRICATED BUILDING MANUFACTURER TO PREVENT CONFLICTS. CONTRACTOR SHALL PROVIDE A COMPLETE AND WORKING SYSTEM
2	CONTRACTOR SHALL PROVIDE A WELL TANK CAPABLE OF REGULATING A SYSTEM WITH A PEAK FLOW OF 10 GPM
3	REFERENCE HUITCUTT DRAWING M104 FOR MORE INFORMATION
4	CONTRACTOR SHALL BE RESPONSIBLE FOR PLUMBING PLAN REVIEW SUBMISSION TO DOLI
5	CONTRACTOR SHALL MAKE ALL NECESSARY PROVISIONS FOR WATER BLOW-OUT TO PREVENT FREEZING



2 BELOW GRADE PLUMBING COMBINED PLAN
1" = 1'-0"

GRAPHIC SCALE: 1"
0" 1'-0" 2'-0"

WIDSETH
ARCHITECTS • ENGINEERS • SCIENTISTS • SURVEYORS

DRAWN BY: ADI
CHECKED BY: EFJ

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
ERIC F. JENDRO LIC #: 45426 DATE: 11-07-2025

DATE	REV#	REVISIONS DESCRIPTION

GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK
BELOW GRADE PLUMBING PLAN

P1.11
PROJECT #: 2025-11173

2025-11173
GULL LAKE TRAIL PH 4B - NISSWA LAKE PARK

CITY OF NISSWA

To: Nisswa City Council

Prepared by: Amber Moon Peterson

Date: January 20, 2026

Item: Parks Commission Vacancy

Action Requested: Motion to appoint Steven Burdick to the Parks and Recreation Advisory Commission

Background: Advertising for the Parks Commission vacancy began in November with the first review of applicants on December 3rd. The Parks Commission decided to move to interview at the December 4th meeting. Paul and Amber met with Steven on December 23rd and believe he would be a great fit with very relevant experience. The Parks Commission motioned to recommend to City Council to appoint Mr. Burdick to the Parks Commission, motioned carried unanimously.

The term is February 1, 2026 to January 31, 2030.

Budget Impact: Commission stipend is budgeted

Attachments: Application

CITY OF NISSWA

CITY OF NISSWA
APPLICATION FOR APPOINTMENT TO A CITY COMMISSION/COMMITTEE

PERSONAL INFORMATION

Name: Last Burdick First Steven

Address: _____

Phone: (H)_____ (W)_____ (Cell) _____

Occupation: Long Term Care Employer: Self

Email Address: _____

Are you a Nisswa resident or property owner? ☒ Yes ☐ No If yes, ☐ Seasonal ☒ Permanent

If yes, how long have you been a Nisswa resident or property owner? 2.5 years Nisswa, but local to BLA X 6.5 years

☐ *Please check this box if you are currently on a commission or committee and wish to be considered for reappointment. Please note below the current commission or committee you are currently serving. You are **not** required to complete the remainder of the application.*

Please rank in order which of the following commissions or committees you are interested in serving on:

X Planning & Zoning Commission (Nisswa residency required)

X Parks & Recreation Advisory Committee (Nisswa residency required)

_____ Public Works Committee (Nisswa residency or property ownership required)

_____ Other/Ad Hoc Committee (Nisswa residency or property ownership required)

Please answer the following questions as completely as possible. Use a separate sheet if necessary.

Why are you interested in being appointed to a City advisory commission or committee?

Our family plans on calling Nisswa home for a long time and I would like to become more involved in our community. I have attended many council meetings and feel like I could contribute some new ideas that could help make Nisswa better. I would like to see and help make positive change in our community, not only for us but for the future generations.

What strengths and abilities would you bring to the commission or committee? Please include any education and professional experience that would assist you in serving.

I have a degree in Wildlife and Fisheries, as well as a Masters in Environmental Science. I have experience serving on the City of Lake Shore Parks Committee, where I helped them write several grants for the Gull Lake Trail. I have an understanding of legislative process and four years experience as grant writer and project manager for a non-profit. My wife and I currently operate our long term care business, where we serve elderly and disabled adults. I am also a real estate agent in my free time, which gives me the knowledge of the process of property sales/acquisition and other real estate laws and processes

What are the most important issues facing our community over the next several years? What do you think the role of your commission or committee should be in addressing those issues?

I would like to help where I can. Nisswa, like many other cities in this area, is seeing significant growth and conversions of seasonal properties becoming year around. We are also seeing development of vacant lots and short term rentals all putting pressure on the Planning and Zoning council. Growth also puts more pressure on our public spaces and parks. I feel I would provide good value to the committee and possibly and new prespective.

Attendance: Are you aware of the importance of regular meeting attendance, including the time commitment involved in preparing for meetings, and do you feel you have the time available to be an active participant? ☒ Yes ☐ No
Comments:

POTENTIAL CONFLICTS

Conflicts of interest may arise by the participation in any activity, recommended action, or decision from which you receive or could potentially receive direct or indirect personal financial gain. In accordance with this definition, do you have any legal or equitable interest in any business which could be construed as a conflict of interest? ☐ Yes ☒ No
If yes, please explain:

Signature _____ Date 09/19/2025

Note: The selection process may vary according to the number of applications and vacancies, and may not include interviews with all applicants.

THANK YOU FOR YOUR INTEREST IN SERVING ON A CITY COMMISSION/COMMITTEE!

Please return application to:
City of Nisswa
5442 City Hall Street
PO Box 410
Nisswa, MN 56468
218-963-4444 Phone
218-963-3108 Fax

Or via email to:
jmax@ci.nisswa.mn.us

DATA PRACTICES ADVISORY

We are required to provide the following information to you. Under Minnesota law, some of the information requested above is public information, which must be provided to anyone who requests it. Some of it is classified as private information, which is not generally available to the public. However, all of the information will be used by the City Council in determining whether you should be appointed to a Board or Commission. Therefore, the information will be provided to the City Council in a public forum and will be reviewed in public. It will therefore be part of the public record, which will be available to anyone. Failure to provide the requested information may result in your not being considered for appointment. If you have concerns about providing any of the requested information, please contact City Hall at 218-963-4444.

CITY OF NISSWA

To:	**City Council**
Prepared by:	**Steven Timblin**
Date:	**January 20, 2026**
Item:	**Gary Harris – PCBOA Term Expiration**

Action Requested: Accept application for Gary Harris to be re-appointed to the Planning Commission/Board of Adjustment for a second term, expiring January 31, 2030.

Background: Planning Commission/Board of Adjustment member Gary Harris is completing his first full term serving on the PCBOA, with term expiring January 31, 2026. Gary has brought value and engagement in his first full term applying his professional experience in surveying and consulting and has applied for re-appointment to a second term.

Budget Impact: N/A

Attachments: Application

CITY OF NISSWA

CITY OF NISSWA
APPLICATION FOR APPOINTMENT TO
A CITY COMMISSION/COMMITTEE

PERSONAL INFORMATION

Name: Last Harris First Gary

Address: 24153 White Pine Dr. Nisswa 56468

Phone: (H) — (W) — (Cell) 763-360-3571

Occupation: Retired Employer: —

Email Address: [illegible] Jharris@redwoodimages.com

Are you a Nisswa resident or property owner? X Yes ☐ No If yes, ☐ Seasonal X Permanent

If yes, how long have you been a Nisswa resident or property owner? 10 years

X *Please check this box if you are currently on a commission or committee and wish to be considered for reappointment. Please note below the current commission or committee you are currently serving. You are **not** required to complete the remainder of the application.*

Please rank in order which of the following commissions or committees you are interested in serving on:

X Planning & Zoning Commission (Nisswa residency or business ownership required)

_____ Parks & Recreation Advisory Committee (Nisswa residency required)

_____ Public Works Committee (Nisswa residency or property ownership required)

_____ Other/Ad Hoc Committee (Nisswa residency or property ownership required)

Please answer the following questions as completely as possible. Use a separate sheet if necessary.

Why are you interested in being appointed to a City advisory commission or committee?

What strengths and abilities would you bring to the commission or committee? Please include any education and professional experience that would assist you in serving.

What are the most important issues facing our community over the next several years? What do you think the role of your commission or committee should be in addressing those issues?

Attendance: Are you aware of the importance of regular meeting attendance, including the time commitment involved in preparing for meetings, and do you feel you have the time available to be an active participant? ☐ Yes ☐ No
Comments:

POTENTIAL CONFLICTS

Conflicts of interest may arise by the participation in any activity, recommended action, or decision from which you receive or could potentially receive direct or indirect personal financial gain. In accordance with this definition, do you have any legal or equitable interest in any business which could be construed as a conflict of interest? ☐ Yes ☐ No
If yes, please explain:

Jay R. Hamm — Signature

12/29/2025 — Date

Note: The selection process may vary according to the number of applications and vacancies, and may not include interviews with all applicants.

THANK YOU FOR YOUR INTEREST IN SERVING ON A CITY COMMISSION/COMMITTEE!

Please return application to:
City of Nisswa
5442 City Hall Street
PO Box 410
Nisswa, MN 56468
218-963-4444 Phone
218-963-3108 Fax

Or via email to:
jmax@ci.nisswa.mn.us

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G8
WIDSETH

Brainerd/Baxter
7804 Industrial Park Road
Baxter MN 56425

218.829.5117
Baxter@Widseth.com
Widseth.com

CLIENT: City of Nisswa

LOCATION: Nisswa, MN

DATE: January 9, 2026

SERVICE REQUESTED BY: City of Nisswa

PROJECT: **Proposed 2027 Street Improvements**
Design Proposal

The City of Nisswa requested Widseth to prepare a proposal for engineering design for the following streets that are anticipated to be improved in the 2027 construction year. These streets are part of the 2026/2027 bonded street improvement projects. These projects will not be assessed.

Grand View Lodge (GVL) Area Streets: 30% Preliminary Design

- Nokomis Avenue - from CSAH 77 to East Linden Boulevard
- Forest Avenue – from Nokomis Avenue to Woodward Avenue
- Woodward Avenue – from Forest Avenue to West Linden Boulevard
- West Linden Boulevard – from Woodward Avenue to the driveway entrance to the Grand View Lodge maintenance shop area within the Grand View Property
  East Linden Boulevard – from Nokomis Avenue to a point that is approximately 200 feet to the east of Nokomis Avenue within the Grand View Property.

Remaining Project Areas: 100% Complete Design

- Upper Roy Lake Road
- Park Avenue – from Church Street to the parking lot at the Nisswa Fire Station
- Alley East of Main Street
- Fire Station Parking Lot
- Community Center Parking Lot
- City Hall Parking Lot

A preliminary (30%) design phase is needed for the streets within the GVL area to fully realize the potential scope for final design. Discussions will be needed with GVL and area residents. We anticipate the following design questions will be resolved during this preliminary design phase:

- Stormwater Management - Ponding/Storage, Treatment, and Release
- Street Design – Rural or Urban design concept
- Utilities that should be constructed during the street improvements:
  - Watermain, Sanitary Force Main Replacement, Storm Sewer
  - Identification of other possible utility conflicts or relocations that may be necessary
- Right-of-way concerns – potential easements that may be needed
- Scheduling and phasing of construction to minimize impact to GVL operations and to residents and service providers

A final design proposal will be submitted after these design questions have been fully vetted and a final scope of the improvements that are desired has been determined. We will submit a supplemental proposal to the city for consideration of Final Design for the GVL area streets.

Grand View Lodge (GVL) Area Streets: 30% Preliminary Design Scope

The proposed 30% Design scope of work for the Grand View Area Streets includes:

- Meet with City Staff to identify historical maintenance and construction related issues to be resolved.
- Prepare rural and urban design concepts with city, GVL, and residents
- Prepare schematic street cross-sections
- Determine pedestrian, bicycle, and other multimodal transportation concerns
- Prepare recommendations for stormwater management
- Determine the need or desire for streetscaping elements, lighting, and signage improvements
- Review schematic design options, scheduling, and phasing with the city, GVL, and residents
- Facilitate an open house to review the preliminary design concepts to obtain feedback from residents
- Review the need or desire for installing water main for future use
- Review the need for potential replacement and upsizing of the existing sanitary sewer force main
- Review the need for storm sewer facilities
- Prepare preliminary drawings illustrating the design decisions that need to be made
    - Select a layout that defines the scope of work for final design
    - Prepare a preliminary cost estimate for alternatives considered
    - Further refine recommendations for stormwater management such as stormwater treatment, location, size, inlet and outlets to mitigate runoff produced from the project area
    - Finalize the selected street design sections
    - Finalize aesthetic enhancements
- Finalize utility improvements to include in the project
- Identify right-of-way and easement needs
- Determine additional topographic survey information that will be needed for final design

This preliminary engineering proposal serves as the foundation for developing the construction plans and specifications for these specific project areas. Once the final project scope has been approved by the city for the GVL area, we will submit a supplementary proposal to complete the final construction plans, specifications, and bidding documents for the GVL area.

Remaining Project Areas: 100% Complete Design Scope

The proposed 100% Complete Design scope of work for the remaining project areas includes:

- Meet with City Staff to identify historical maintenance and construction related issues to be resolved.
- Prepare rural street design layout for review
- Prepare schematic plan views for parking areas for review
- Determine walkway, pedestrian, bicycle, and other multimodal transportation issues or concerns
- Prepare recommended stormwater management plan

- Determine the need or desire for streetscaping elements, lighting, and signage improvements
- Facilitate an open house to review the preliminary design, scheduling and phasing to obtain feedback from residents
- Review the need for storm sewer storage and conveyance, complete design
- Review preliminary plans with utility representatives to obtain feedback
- Coordination of parking lot design with proposed park improvements and known facility drainage issues as is feasible (water intrusion into Community Center basement is known)
- Prepare final plans and specifications
    - Street alignment, cross-sections, and profiles
    - Stormwater management facilities – ponding, swales, ditches
    - Design section – base and pavement thickness
    - Parking area stalls and circulation lanes
    - ADA parking stalls and layout
    - Parking area striping plan
    - Erosion and sedimentation controls and SWPPP plans
    - Quantities and standard details for construction
- Identify right-of-way and easement needs; sketch and legal descriptions or right-of-way plat as needed for acquisition purposes will be considered additional services and will be billed hourly in accordance with our fee schedule
- Prepare bidding documents for a unit price contract
- Facilitate bidding of the 2027 Street Improvement projects

PROPOSED PROJECT SCHEDULE

City Council Approval of This Design Agreement:	January 20, 2026
30% Design GVL Area:	February – April 2026
Informational Meeting:	May 2026
City Council Approval of Final Design Agreement for the GVL Area:	June 2026
100% Design:	July – September 2026
Easement Sketch/Descriptions:	October 31, 2026
Bidding:	February 2027
Construction Contract Award:	March 2027
Construction Tree Clearing Completed by:	June 1, 2027
Construction Completed:	September 30, 2027

ITEMS NOT INCLUDED IN THE SCOPE OF WORK – These services can be provided as additional services if needed:

1. *Resolution of private property drainage, irrigation, fencing, or landscaping issues*
2. *Wetland Delineations and Permitting*
3. *Geotechnical Investigations and Material Testing*
4. *Property Boundary Surveys and Legal Descriptions*
5. *Right of Way or Easement Acquisition*
6. *Environmental or Historical Clearances and Permits*
7. *Facilitating utility relocations (i.e. MN Power overhead in the Alley East of Main Street)*

Fee Summary

The following table provides our proposed fees to complete the scope of work described herein, including our time and expenses.

Task	Fee
Grand View Lodge Area Streets – 30% Design	$98,000
Remaining Project Areas – 100% Design	$165,000
Bidding	$6,000
Total Fee	**$269,000**

WiDSETH proposes to perform the services described on a lump sum basis for a total fee of **$269,000.00.** If you agree with this proposal/agreement, please sign and return one copy of this letter as our authorization to proceed.

Very truly yours,

Widseth Smith Nolting & Associates Inc.



David S. Reese, P.E.
Civil Engineer | Vice President

Attachments: General Provisions of Professional Services Agreement
2026 Widseth Fee Schedule

Proposed by Widseth Smith Nolting & Associates Inc. (Widseth)

Aric L. Welch, Vice President

Accepted by City of Nisswa: The above Proposal is satisfactory and Widseth is authorized to do the work as specified and in accordance with the attached General Conditions. Payment will be made monthly in accordance with the terms on the attached fee schedule.

Jennifer Carnahan, Mayor — Date

Maggi Wentler, Interim City Administrator — Date

General Provisions of Professional Services Agreement

WIDSETH
ARCHITECTS ▪ ENGINEERS
SCIENTISTS ▪ SURVEYORS

These General Provisions are intended to be used in conjunction with a letter-type Agreement or a Request for Services between Widseth Smith Nolting & Assoc., Inc., a Minnesota Corporation, hereinafter referred to as WIDSETH, and a CLIENT, wherein the CLIENT engages WIDSETH to provide certain Architectural, and/or Engineering services on a Project.

As used herein, the term "this Agreement" refers to (1) the WIDSETH Proposal Letter which becomes the Letter Agreement upon its acceptance by the Client, (2) these General Provisions and (3) any attached Exhibits, as if they were part of one and the same document. With respect to the order of precedence, any attached Exhibits shall govern over these General Provisions, and the Letter Agreement shall govern over any attached Exhibits and these General Provisions. These documents supersede all prior communications and constitute the entire Agreement between the parties. Amendments to this Agreement must be in writing and signed by both CLIENT and WIDSETH.

ARTICLE 1. PERIOD OF SERVICE
The term of this Agreement for the performance of services hereunder shall be as set forth in the Letter Agreement. In this regard, any lump sum or estimated maximum payment amounts set forth in the Letter Agreement have been established in anticipation of an orderly and continuous progress of the Project in accordance with the schedule set forth in the Letter Agreement or any Exhibits attached thereto. WIDSETH shall be entitled to an equitable adjustment to its fee should there be an interruption of services, or amendment to the schedule.

ARTICLE 2. SCOPE OF SERVICES
The scope of services covered by this Agreement shall be as set forth in the Letter Agreement or a Request for Services. Such scope of services shall be adequately described in order that both the CLIENT and WIDSETH have an understanding of the expected work to be performed.

If WIDSETH is of the opinion that any work they have been directed to perform is beyond the Scope of this Agreement, or that the level of effort required significantly exceeds that estimated due to changed conditions and thereby constitutes extra work, they shall notify the CLIENT of that fact. Extra work, additional compensation for same, and extension of time for completion shall be covered by a revision to the Letter Agreement or Request for Services and entered into by both parties.

ARTICLE 3. COMPENSATION TO WIDSETH
A. Compensation to WIDSETH for services described in this Agreement shall be on a Lump Sum basis, Percentage of Construction, and/or Hourly Rate basis as designated in the Letter Agreement and as hereinafter described.

1. A Lump Sum method of payment for WIDSETH's services shall apply to all or parts of a work scope where WIDSETH's tasks can be readily defined and/or where the level of effort required to accomplish such tasks can be estimated with a reasonable degree of accuracy. The CLIENT shall make monthly payments to WIDSETH within 30 days of date of invoice based on an estimated percentage of completion of WIDSETH's services.

2. A Percentage of Construction or an Hourly Rate method of payment of WIDSETH's services shall apply to all or parts of a work scope where WIDSETH's tasks cannot be readily defined and/or where the level of effort required to accomplish such tasks cannot be estimated with any reasonable degree of accuracy. Under an Hourly Rate method of payment, WIDSETH shall be paid for the actual hours worked on the Project by WIDSETH technical personnel times an hourly billing rate established for each employee. Hourly billing rates shall include compensation for all salary costs, payroll burden, general, and administrative overhead and professional fee. In a Percentage of Construction method of payment, final compensation will be based on actual bids if the project is bid and WIDSETH's estimate to the CLIENT if the project is not bid. A rate schedule shall be furnished by WIDSETH to CLIENT upon which to base periodic payments to WIDSETH.

3. In addition to the foregoing, WIDSETH shall be reimbursed for items and services as set forth in the Letter Agreement or Fee Schedule and the following Direct Expenses when incurred in the performance of the work:

   (a) Travel and subsistence.
   (b) Specialized computer services or programs.
   (c) Outside professional and technical services with cost defined as the amount billed WIDSETH.
   (d) Identifiable reproduction and reprographic costs.
   (e) Other expenses for items such as permit application fees, license fees, or other additional items and services whether or not specifically identified in the Letter Agreement or Fee Schedule.

4. The CLIENT shall make monthly payments to WIDSETH within 30 days of date of invoice based on computations made in accordance with the above charges for services provided and expenses incurred to date, accompanied by supporting evidence as available.

B. The CLIENT will pay the balance stated on the invoice unless CLIENT notifies WIDSETH in writing of the particular item that is alleged to be incorrect within 15 days from the date of invoice, in which case, only the disputed item will remain undue until resolved by the parties. All accounts unpaid after 30 days from the date of original invoice shall be subject to a service charge of 1 % per month, or the maximum amount authorized by law, whichever is less. WIDSETH shall be entitled to recover all reasonable costs and disbursements, including reasonable attorneys fees, incurred in connection with collecting amount owed by CLIENT. In addition, WIDSETH may, after giving seven days written notice to the CLIENT, suspend services and withhold deliverables under this Agreement until WIDSETH has been paid in full for all amounts then due for services, expenses and charges. CLIENT agrees that WIDSETH shall not be responsible for any claim for delay or other consequential damages arising from suspension of services hereunder. Upon payment in full by Client and WIDSETH's resumption of services, the time for performance of WIDSETH's services shall be equitably adjusted to account for the period of suspension and other reasonable time necessary to resume performance.

ARTICLE 4. ABANDONMENT, CHANGE OF PLAN AND TERMINATION
Either Party has the right to terminate this Agreement upon seven days written notice. In addition, the CLIENT may at any time, reduce the scope of this Agreement. Such reduction in scope shall be set forth in a written notice from the CLIENT to WIDSETH. In the event of unresolved dispute over change in scope or changed conditions, this Agreement may also be terminated upon seven days written notice as provided above.

In the event of termination, and upon payment in full for all work performed and expenses incurred to the date of termination, documents that are identified as deliverables under the Letter Agreement whether finished or unfinished shall be made available by WIDSETH to the CLIENT pursuant to Article 5, and there shall be no further payment obligation of the CLIENT to WIDSETH under this Agreement except for payment of an amount for WIDSETH's anticipated profit on the value of the services not performed by WIDSETH and computed in accordance with the provisions of Article 3 and the Letter Agreement.

In the event of a reduction in scope of the Project work, WIDSETH shall be paid for the work performed and expenses incurred on the Project work thus reduced and for any completed and abandoned work, for which payment has not been made, computed in accordance with the provisions of Article 3 and the Letter Agreement.

ARTICLE 5. DISPOSITION OF PLANS, REPORTS AND OTHER DATA
All reports, plans, specifications, field data and notes and other documents, including all documents on electronic media, prepared by WIDSETH or its consultants are Instruments of Service and shall remain the property of WIDSETH or its consultants, respectively. WIDSETH and its subconsultants retain all common law, statutory and other reserved rights, including, without limitation, copyright. WIDSETH and its subconsultants maintain the right to determine if production will be made, and allowable format for production, of any electronic media or data to CLIENT or any third-party. Upon payment in full of monies due pursuant to the Agreement, WIDSETH shall make hard copies available to the CLIENT, of all documents that are identified as deliverables under the Letter Agreement. If the documents have not been finished (including, but not limited to, completion of final quality control), then WIDSETH shall have no liability for any claims expenses or damages that may arise out of items that could have been corrected during completion/quality control. Any Instruments of Service provided are not intended or represented to be suitable for reuse by the CLIENT or others on extensions of the Project or any other project. Any modification or reuse without written verification or adaptation by WIDSETH for the specific purpose intended will be at CLIENT's sole risk and without liability or legal exposure to WIDSETH. CLIENT shall indemnify, defend and hold harmless WIDSETH from any and all suits or claims of third parties arising out of use of unfinished documents, or modification or reuse of finished documents, which is not specifically verified, adapted, or authorized in writing by WIDSETH. This indemnity shall survive the termination of this Agreement.

Should WIDSETH choose to deliver to CLIENT documents in electronic form, CLIENT acknowledges that differences may exist between any electronic files delivered and the printed hard-copy. Copies of documents that may be relied upon by CLIENT are limited to the printed hard-copies that are signed and/or sealed by WIDSETH. Files in electronic form are only for convenience of CLIENT. Any conclusion or information obtained or derived from such electronic documents will be at user's sole risk. CLIENT acknowledges that the useful life of some forms of electronic media may be limited because of deterioration of the media or obsolescence of the computer hardware and/or software systems. Therefore, WIDSETH makes no representation that such media will be fully usable beyond 30 days from date of delivery to CLIENT.

ARTICLE 6. CLIENT'S ACCEPTANCE BY PURCHASE ORDER OR OTHER MEANS
In lieu of or in addition to signing the acceptance blank on the Letter Agreement, the CLIENT may accept this Agreement by permitting WIDSETH to commence work on the project or by issuing a purchase order signed by a duly authorized representative. Such purchase order shall incorporate by reference the terms and conditions of this Agreement. In the event of a conflict between the terms and conditions of this Agreement and those contained in the CLIENT's purchase order, the terms and conditions of this Agreement shall govern. Notwithstanding any purchase order provisions to the contrary, no warrantees, express or implied, are made by WIDSETH.

ARTICLE 7. CLIENT'S RESPONSIBILITIES

A. To permit WIDSETH to perform the services required hereunder, the CLIENT shall supply, in proper time and sequence, the following at no expense to WIDSETH:

1. Provide all program, budget, or other necessary information regarding its requirements as necessary for orderly progress of the work.

2. Designate in writing, a person to act as CLIENT's representative with respect to the services to be rendered under this Agreement. Such person shall have authority to transmit instructions, receive instructions, receive information, interpret and define CLIENT's policies with respect to WIDSETH's services.

3. Furnish, as required for performance of WIDSETH's services (except to the extent provided otherwise in the Letter Agreement or any Exhibits attached hereto), data prepared by or services of others, including without limitation, core borings, probes and subsurface explorations, hydrographic and geohydrologic surveys, laboratory tests and inspections of samples, materials and equipment; appropriate professional interpretations of all of the foregoing; environmental assessment and impact statements; property, boundary easement, right-of-way, topographic and utility surveys; property descriptions; zoning, deed and other land use restriction; and other special data not covered in the Letter Agreement or any Exhibits attached hereto.

4. Provide access to, and make all provisions for WIDSETH to enter upon publicly or privately owned property as required to perform the work.

5. Act as liaison with other agencies or involved parties to carry out necessary coordination and negotiations; furnish approvals and permits from all governmental authorities having jurisdiction over the Project and such approvals and consents from others as may be necessary for completion of the Project.

6. Examine all reports, sketches, drawings, specifications and other documents prepared and presented by WIDSETH, obtain advice of an attorney, insurance counselor or others as CLIENT deems necessary for such examination and render in writing, decisions pertaining thereto within a reasonable time so as not to delay the services of WIDSETH.

7. Give prompt written notice to WIDSETH whenever CLIENT observes or otherwise becomes aware of any development that affects the scope of timing of WIDSETH's services or any defect in the work of Construction Contractor(s), Consultants or WIDSETH.

8. Initiate action, where appropriate, to identify and investigate the nature and extent of asbestos and/or pollution in the Project and to abate and/or remove the same as may be required by federal, state or local statute, ordinance, code, rule, or regulation now existing or hereinafter enacted or amended. For purposes of this Agreement, "pollution" and "pollutant" shall mean any solid, liquid, gaseous or thermal irritant or contaminant, including smoke, vapor, soot, alkalis, chemicals and hazardous or toxic waste. Hazardous or toxic waste means any substance, waste pollutant or contaminant now or hereafter included within such terms under any federal, state or local statute, ordinance, code, rule or regulation now existing or hereinafter enacted or amended. Waste further includes materials to be recycled, reconditioned or reclaimed.

   If WIDSETH encounters, or reasonably suspects that it has encountered, asbestos or pollution in the Project, WIDSETH shall cease activity on the Project and promptly notify the CLIENT, who shall proceed as set forth above. Unless otherwise specifically provided in the Letter Agreement, the services to be provided by WIDSETH do not include identification of asbestos or pollution, and WIDSETH has no duty to identify or attempt to identify the same within the area of the Project.

   With respect to the foregoing, CLIENT acknowledges and agrees that WIDSETH is not a user, handler, generator, operator, treater, storer, transporter or disposer of asbestos or pollution which may be encountered by WIDSETH on the Project. It is further understood and agreed that services WIDSETH will undertake for CLIENT may be uninsurable obligations involving the presence or potential presence of asbestos or pollution. Therefore, CLIENT agrees, except (1) such liability as may arise out of WIDSETH's sole negligence in the performance of services under this Agreement or (2) to the extent of insurance coverage available for the claim, to hold harmless, indemnify and defend WIDSETH and WIDSETH's officers, subcontractor(s), employees and agents from and against any and all claims, lawsuits, damages, liability and costs, including, but not limited to, costs of defense, arising out of or in any way connected with the presence, discharge, release, or escape of asbestos or pollution. This indemnification is intended to apply only to existing conditions and not to conditions caused or created by WIDSETH. This indemnification shall survive the termination of this Agreement.

9. Provide such accounting, independent cost estimating and insurance counseling services as may be required for the Project, such legal services as CLIENT may require or WIDSETH may reasonably request with regard to legal issues pertaining to the Project including any that may be raised by Contractor(s), such auditing service as CLIENT may require to ascertain how or for what purpose any Contractor has used the moneys paid under the construction contract, and such inspection services as CLIENT may require to ascertain that Contractor(s) are complying with any law, rule, regulation, ordinance, code or order applicable to their furnishing and performing the work.

10. Provide "record" drawings and specifications for all existing physical features, structures, equipment, utilities, or facilities which are pertinent to the Project, to the extent available.

11. Provide other services, materials, or data as may be set forth in the Letter Agreement or any Exhibits attached hereto.

B. WIDSETH may use any CLIENT provided information in performing its services. WIDSETH shall be entitled to rely on the accuracy and completeness of information furnished by the CLIENT. If WIDSETH finds that any information furnished by the CLIENT is in error or is inadequate for its purpose, WIDSETH shall endeavor to notify the CLIENT. However, WIDSETH shall not be held responsible for any errors or omissions that may arise as a result of erroneous or incomplete information provided by CLIENT.

ARTICLE 8. OPINIONS OF COST

Opinions of probable project cost, construction cost, financial evaluations, feasibility studies, economic analyses of alternate solutions and utilitarian considerations of operations and maintenance costs provided for in the Letter Agreement or any Exhibits attached hereto are to be made on the basis of WIDSETH's experience and qualifications and represent WIDSETH's judgment as an experienced design professional. It is recognized, however, that WIDSETH does not have control over the cost of labor, material, equipment or services furnished by others or over market conditions or contractors' methods of determining their prices, and that any evaluation of any facility to be constructed, or acquired, or work to be performed on the basis of WIDSETH's cost opinions must, of necessity, be speculative until completion of construction or acquisition. Accordingly, WIDSETH does not guarantee that proposals, bids or actual costs will not substantially vary from opinions, evaluations or studies submitted by WIDSETH to CLIENT hereunder.

ARTICLE 9. CONSTRUCTION PHASE SERVICES

CLIENT acknowledges that it is customary for the architect or engineer who is responsible for the preparation and furnishing of Drawings and Specifications and other construction-related documents to be employed to provide professional services during the Bidding and Construction Phases of the Project, (1) to interpret and clarify the documentation so furnished and to modify the same as circumstances revealed during bidding and construction may dictate, (2) in connection with acceptance of substitute or equal items of materials and equipment proposed by bidders and Contractor(s), (3) in connection with approval of shop drawings and sample submittals, and (4) as a result of and in response to WIDSETH's detecting in advance of performance of affected work inconsistencies or irregularities in such documentation. CLIENT agrees that if WIDSETH is not employed to provide such professional services during the Bidding (if the work is put out for bids) and the Construction Phases of the Project, WIDSETH will not be responsible for, and CLIENT shall indemnify and hold WIDSETH, its officers, consultant(s), subcontractor(s), employees and agents harmless from, all claims, damages, losses and expenses including attorneys' fees arising out of, or resulting from, any interpretation, clarification, substitution acceptance, shop drawing or sample approval or modification of such documentation issued or carried out by CLIENT or others. Nothing contained in this paragraph shall be construed to release WIDSETH, its officers, consultant(s), subcontractor(s), employees and agents from liability for failure to perform in accordance with professional standards any duty or responsibility which WIDSETH has undertaken or assumed under this Agreement.

ARTICLE 10. REVIEW OF SHOP DRAWINGS AND SUBMITTALS

WIDSETH may review and approve or take other appropriate action on the contractor's submittals or shop drawings for the limited purpose of checking for general conformance with information given and design concept expressed in the Contract Documents. Review and/or approval of submittals is not conducted for the purpose of determining accuracy and completeness of other details or for substantiating instructions for installation or performance of equipment or systems, all of which remain the exclusive responsibility of the contractor. WIDSETH's review and/or approval shall not constitute approval of safety precautions, or any construction means, methods, techniques, sequences or procedures. WIDSETH's approval of a specific item shall not indicate approval of an assembly of which the item is a component. WIDSETH's review and/or approval shall not relieve contractor for any deviations from the requirements of the contract documents nor from the responsibility for errors or omissions on items such as sizes, dimensions, quantities, colors, or locations. Contractor shall remain solely responsible for compliance with any manufacturer requirements and recommendations.

ARTICLE 11. REVIEW OF PAY APPLICATIONS

If included in the scope of services, any review or certification of any pay applications, or certificates of completion shall be based upon WIDSETH's observation of the Work and on the data comprising the contractor's application for payment, and shall indicate that to the best of WIDSETH's knowledge, information and belief, the quantity and quality of the Work is in general conformance with the Contract Documents. The issuance of a certificate for payment or substantial completion is not a representation that WIDSETH has made exhaustive or continuous inspections, reviewed construction means and methods, verified any back-up data provided by the contractor, or ascertained how or for what purpose the contractor has used money previously paid by CLIENT.

ARTICLE 12. REQUESTS FOR INFORMATION (RFI)
If included in the scope of services, WIDSETH will provide, with reasonable promptness, written responses to requests from any contractor for clarification, interpretation or information on the requirements of the Contract Documents. If Contractor's RFI's are, in WIDSETH's professional opinion, for information readily apparent from reasonable observation of field conditions or review of the Contract Documents, or are reasonably inferable therefrom, WIDSETH shall be entitled to compensation for Additional Services for WIDSETH's time in responding to such requests. CLIENT may wish to make the Contractor responsible to the CLIENT for all such charges for additional services as described in this article.

ARTICLE 13. CONSTRUCTION OBSERVATION
If included in the scope of services, WIDSETH will make site visits as specified in the scope of services in order to observe the progress of the Work completed. Such site visits and observations are not intended to be an exhaustive check or detailed inspection, but rather are to allow WIDSETH to become generally familiar with the Work. WIDSETH shall keep CLIENT informed about the progress of the Work and shall advise the CLIENT about observed deficiencies in the Work. WIDSETH shall not supervise, direct or have control over any Contractor's work, nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Contractor nor for the Contractor's safety precautions or programs in connection with the Work. These rights and responsibilities are solely those of the Contractor. WIDSETH shall not be responsible for any acts or omissions of any Contractor and shall not be responsible for any Contractor's failure to perform the Work in accordance with the Contract Documents or any applicable laws, codes, regulations, or industry standards.

If construction observation services are not included in the scope of services, CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation, and the CLIENT waives any claims against WIDSETH that are connected with the performance of such services.

ARTICLE 14. BETTERMENT
If, due to WIDSETH's negligence, a required item or component of the Project is omitted from the construction documents, WIDSETH shall not be responsible for paying the cost required to add such item or component to the extent that such item or component would have been required and included in the original construction documents. In no event, will WIDSETH be responsible for any cost or expense that provides betterment or upgrades or enhances the value of the Project.

ARTICLE 15. CERTIFICATIONS, GUARANTEES AND WARRANTIES
WIDSETH shall not be required to sign any documents, no matter by who requested, that would result in WIDSETH having to certify, guarantee or warrant the existence of conditions whose existence WIDSETH cannot ascertain. CLIENT agrees not to make resolution of any dispute with WIDSETH or payment of any amount due to WIDSETH in any way contingent upon WIDSETH signing such certification.

ARTICLE 16. CONTINGENCY FUND
CLIENT and WIDSETH agree that certain increased costs and changes may be required because of possible omissions, ambiguities or inconsistencies in the plans and specifications prepared by WIDSETH, and therefore, that the final construction cost of the Project may exceed the bids, contract amount or estimated construction cost. CLIENT agrees to set aside a reserve in the amount of 5% of the Project construct costs as a contingency to be used, as required, to pay for any such increased costs and changes. CLIENT further agrees to make no claim by way of direct or third-party action against WIDSETH with respect to any increased costs within the contingency because of such changes or because of any claims made by any Contractor relating to such changes.

ARTICLE 17. INSURANCE
WIDSETH shall procure and maintain insurance for protection from claims against it under workers' compensation acts, claims for damages because of bodily injury including personal injury, sickness or disease or death of any and all employees or of any person other than such employees, and from claims against it for damages because of injury to or destruction of property including loss of use resulting therefrom.

Also, WIDSETH shall procure and maintain professional liability insurance for protection from claims arising out of performance of professional services caused by any negligent act, error, or omission for which WIDSETH is legally liable.

Certificates of insurance will be provided to the CLIENT upon request.

ARTICLE 18. ASSIGNMENT
Neither Party to this Agreement shall transfer, sublet or assign any rights or duties under or interest in this Agreement, including but not limited to monies that are due or monies that may be due, without the prior written consent of the other party. Subcontracting to subconsultants, normally contemplated by WIDSETH as a generally accepted business practice, shall not be considered an assignment for purposes of this Agreement.

ARTICLE 19. NO THIRD-PARTY BENEFICIARIES
Nothing contained in this Agreement shall create a contractual relationship or a cause of action by a third-party against either WIDSETH or CLIENT. WIDSETH's services pursuant to this Agreement are being performed solely for the CLIENT's benefit, and no other party or entity shall have any claim against WIDSETH because of this Agreement.

ARTICLE 20. CORPORATE PROTECTION
It is intended by the parties to this Agreement that WIDSETH's services in connection with the Project shall not subject WIDSETH's individual employees, officers or directors to any personal legal exposure for the risks associated with this Project. Therefore, and notwithstanding anything to the contrary, CLIENT agrees that as the CLIENT's sole and exclusive remedy, any claim, demand or suit shall be directed and/or asserted only against WIDSETH, a Minnesota corporation, and not against any of WIDSETH's individual employees, officers or directors.

ARTICLE 21. CONTROLLING LAW
This Agreement is to be governed by the laws of the State of Minnesota.

ARTICLE 22. ASSIGNMENT OF RISK
In recognition of the relative risks and benefits of the project to both the CLIENT and WIDSETH, the risks have been allocated such that the CLIENT agrees, to the fullest extent permitted by law, to limit the liability of WIDSETH, employees of WIDSETH and sub-consultants, to the CLIENT and to all construction contractors, subcontractors, agents and assigns on the project for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, so that total aggregate liability of WIDSETH, employees of WIDSETH and sub-consultants, to all those named shall not exceed WIDSETH's total fee received for services rendered on this project. Such claims and causes include, but are not limited to negligence, professional errors or omissions, strict liability, breach of contract or warranty.

ARTICLE 23. NON-DISCRIMINATION
WIDSETH will comply with the provisions of applicable federal, state and local statutes, ordinances and regulations pertaining to human rights and non-discrimination.

ARTICLE 24. SEVERABILITY
Any provision or portion thereof in this Agreement which is held to be void or unenforceable under any law shall be deemed stricken and all remaining provisions shall continue to be valid and binding between CLIENT and WIDSETH. All limits of liability and indemnities contained in the Agreement shall survive the completion or termination of the Agreement.

ARTICLE 25. PRE-LIEN NOTICE
PURSUANT TO THE AGREEMENT WIDSETH WILL BE PERFORMING SERVICES IN CONNECTION WITH IMPROVEMENTS OF REAL PROPERTY AND MAY CONTRACT WITH SUBCONSULTANTS OR SUBCONTRACTORS AS APPROPRIATE TO FURNISH LABOR, SKILL AND/OR MATERIALS IN THE PERFORMANCE OF THE WORK. ACCORDINGLY, CLIENT IS ENTITLED UNDER MINNESOTA LAW TO THE FOLLOWING NOTICE:

(a) ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR ITS CONTRIBUTIONS.

(b) UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS AMOUNT FROM OUR CONTRACT PRICE, OR WITHHOLD THE AMOUNTS DUE FROM US UNTIL 120 DAYS AFTER COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIALS FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.

WIDSETH

2026 FEE SCHEDULE

CLASSIFICATION	RATE
Engineer/Architect/Surveyor/Scientist/Wetland Specialist/Geographer/Project Manager	
Level I	$145 / Hour
Level II	$170 / Hour
Level III	$200 / Hour
Level IV	$205 / Hour
Level V	$215 / Hour
Technician	
Level I	$105 / Hour
Level II	$125 / Hour
Level III	$145 / Hour
Level IV	$160 / Hour
Level V	$175 / Hour
Computer Systems Specialist	$180 / Hour
Senior Funding Specialist	$150 / Hour
Marketing Specialist	$125 / Hour
Funding Specialist	$125 / Hour
Administrative Assistant	$ 90 / Hour

OTHER EXPENSES	RATE
Mileage (Federal Standard Rate) *subject to IRS Guidelines*	Cost
Meals/Lodging	Cost
Stakes & Expendable Materials	Cost
ATV 4-Wheeler Rental	$100 / Day
ATV Side by Side Rental	$200 / Day
Waste Water Sampler	$40 / Day
ISCO Flow Recorder	$60 / Day
Photoionization Detection Meter	$100 / Day
Explosimeter	$50 / Day
Product Recovery Equipment	$35 / Day
Survey-Grade GPS (Global Positioning System)	$75 / Hour
Mapping GPS (Global Positioning System)	$150 / Day
Lath & Hubs	$150 / Day
Soil Drilling Rig	$35 / Hour
Groundwater Sampling Equipment	$125 / Day
Hydrographic Survey System	$500 / Day
Subcontractors	Cost plus 10%

REPRODUCTION COSTS	
Black & White Copies: 8-1/2" x 11"	$0.10 Each
Black & White Copies: 11" x 17"	$0.50 Each
Black & White Copies: 24" x 36"	$3 Each
Color Copies: 8-1/2" x 11"	$2 Each
Color Copies: 11" x 17"	$4 Each
Color Copies: 24" x 36"	$12 Each
Color Plots: 42" x 48"	$22 Each

These rates are effective for only the year indicated and are subject to yearly adjustments which reflect equitable changes in the various components.

ADVERTISEMENT FOR BIDS

CITY OF NISSWA
NISSWA, MINNESOTA
2026 NISSWA STREET IMPROVEMENTS

General Notice

The City of Nisswa (Owner) is requesting Bids for the construction of the following Project:

2026 Street Improvements
Widseth Project No. 2024-11543

Notice is hereby given that SEALED BIDS will be received at City Hall, located 5442 City Hall Street, Nisswa, Minnesota, until **10:30 AM** local time on **Thursday, February 26, 2026**, at which time all bids will be opened and read aloud. The project consists of the following construction items and approximate quantities:

DESCRIPTION	UNIT	QUANTITY
CLEARING	3.1	ACRE
GRUBBING	3.1	ACRE
REMOVE BITUMINOUS DRIVEWAY	3100	SQ YD
EXCAVATION- COMMON (CV)	18000	CU YD
COMMON EMBANKMENT (CV)	4100	CU YD
AGGREGATE SURFACING (CV) CLASS 5	250	CU YD
AGGREGATE BASE (CV) CLASS 5	12350	CU YD
FULL DEPTH RECLAMATION	53000	SQ YD
BITUMINOUS MATERIAL FOR TACK COAT	3150	GALLON
TYPE SP 9.5 WEARING COURSE MIXTURE	5650	TON
TYPE SP 9.5 NON WEARING COURSE	7550	TON
12" RC PIPE APRON	61	EACH
12" RC PIPE CULVERT	1260	LIN FT
CASTING ASSEMBLY	2	EACH
CONSTRUCT DRAINAGE STRUCTURE	6	LIN FT
CONCRETE CURB AND GUTTER DESIGN	7500	LIN FT
6" CONCRETE DRIVEWAY PAVEMENT	740	SQ YD
SEEDING	10	ACRE

Each bid must be accompanied by a bid security, payable to Owner, in an amount not less than five percent (5%) of the total bid as a guarantee that the bidder, if successful, will enter into a contract with the City for the work described in the proposal. This deposit will be subject to forfeiture as provided by law.

The Issuing Office for the Bidding Documents is: Widseth Smith Nolting and Associates Inc., (7804 Industrial Park Road, Baxter, MN 56425). Prospective bidders may examine the Bidding Documents at the Issuing Office by calling 218-829-5117 to schedule an appointment and may obtain copies of the

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Bidding Documents from the Issuing Office as described below.

Digital Bidding Documents can be downloaded online for $35.00 at https://widseth.com by clicking the "Bid Documents" tab near the upper right-hand corner of the screen, OR at www.questcdn.com by inputting Quest project **#10002694** on the website's project search page. Please contact Questcdn.com at 952-233-1632 or info@questcdn.com for assistance.

The Owner reserves the right to hold all bids for a period of sixty (60) days after the scheduled closing time set for receiving bids. The Owner reserves the right to waive any informalities, to reject any or all bids, and to award the Contract to the lowest responsible bidder.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

This Advertisement is issued by:

Owner: **City of Nisswa**
By: **Maggi Wentler**
Title: **City Administrator**
Date: **February 5, 2026**

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CITY OF NISSWA

1/6/2026

Secretary of Transportation
US Department of Transportation
1200 New Jersey Avenue SE
Washington, DC 20590

Subject: Minnesota Department of Transportation/Crow Wing County – Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Grant Letter of Support
Grant Application: Trunk Highway 371 Corridor Study Implementation Project

Dear Secretary of Transportation:

The City of Nisswa is pleased to offer its support for the Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant application submitted by Crow Wing County in partnership with the Minnesota Department of Transportation (MnDOT) for the Trunk Highway 371 Corridor Study Implementation Project.

Highway 371 is a regional corridor for several communities across the Central Minnesota Region, and each year, visitors, residents, and workers utilize the corridor for recreation, business, commerce, education, and employment opportunities. The corridor serves as a primary connection between the Twin Cities and the North Woods cabin country and as a community connector for local residents in the City of Nisswa. Often, the corridor experiences up to a 50 percent or more influx in traffic during weekends and holidays, with 13,000 to 31,000 vehicles per day.

A recent corridor study identified several corridor safety and mobility issues on Highway 371, including higher-than-average crash rates and multiple serious and fatal accidents due to high variable traffic volumes and poor sightlines at intersections. To address these challenges immediately, local government agencies, communities, and the private sector will implement context-sensitive improvements throughout prioritized areas along the corridor to reduce crashes and enhance traffic flow. Proposed improvements include proven safety countermeasures like restricted crossing U-turns intersections and offset left-turn lanes to make it safer for drivers to cross busier sections of the highway while maintaining traffic flow for both local and regional users.

If awarded, the Trunk Highway 371 Corridor Study Implementation Project would provide infrastructure improvements for a critical transportation system within Minnesota and build on public engagement input and community-wide assessment data to save lives and create safer roadways for all users.

Respectfully,

Thomas J. Blomer,
Public Works Director, City of Nisswa, Minnesota
On Behalf of the City Council of the City of Nisswa, Minnesota

CITY OF NISSWA

To: Nisswa City Council

Prepared by: Thomas Blomer, Public Works Director

Date: 1/8/2026

Item: Maintenance Garage Emergency Boiler Replacement

Action Requested: We are replacing the boilers for the Maintenance Garage. One started leaking and is not feasibly fixable. The other is able to be limped along for a short time on parts borrowed from the dead boiler. We need to replace these ASAP before the next cold snap or we risk freezing the building.

Background: The boilers are 2005 vintage, 21 years old. They are about 85% efficient. They can be replaced with new units that are 96% efficient. They heat the floor of the Maintenance Garage and are the primary heat source. There is an air exchanger with heat capability, but is not efficient or very reliable. There would be a significant danger of freezing the building should the remaining boiler quit during a cold snap. We decided to replace the boilers with high efficiency units to avoid the liability.

Budget Impact: We budget $10,000 for a furnace replacement in Government Buildings annually because we have several units of this vintage and seem to replace one annually. We fortunately did not have to replace any in 2025. We obtained two quotes for these. We are going to go with the low one from Superior Mechanical for $5,975 per boiler, for a total of $11,950. With the increase in efficiency we expect the boilers will soon pay for themselves in energy savings.

Attachments: Quotes from Superior Mechanical and Pike Plumbing and Heating.

SUPERIOR MECHANICAL

www.superiormechanical.us

PROPOSAL

TO: City Of Nisswa

ATTN: Mike Deck

DATE: December 30, 2025
REVISED: January 5, 2026

JOB: 24759 Charmin Ave
Nisswa MN 56468

BID DESCRIPTION: HVAC

BASE BID: $ 5,975.00

INCLUSIONS:

Furnish and install
Navien NVNNHB Condensing boiler, 95% efficient, 150,000 BTU per hour.
Connect to existing venting
Connect to existing boiler piping
Connect to existing controls
Mount on unit stand
Disconnect, remove and dispose of equipment intended to be replaced
Labor and materials

EXCLUSIONS:

Electrical
Any modifications due to hazardous or unforeseen conditions
Monitoring, Testing, Treatment of Hydronic fluid.

NOTES: This pricing is based upon current material costs. If this quotation is not accepted in writing within 30 days please call for updated pricing.

ALTERNATES:

1) Replace Second Boiler with Navien NVNNHB 150,000 BTU boiler ..... ADD $5,975.00

Respectfully submitted,

Keagan Hines
Mid MN Service Manager
Superior Mechanical

Accepted:

Date: 1/6/2026

Late fee/rebilling charge – all past due accounts are charged at 18% annually or a minimum $15.00 rebilling charge. Process fee for NSF payments $35.00 charge.

P.O. Box 452
830 Brook Street
Brainerd, MN 56401

QUOTATION

December 31, 2025 Valid 30 days

To: City of Nisswa
Attn: Mike
Re: Boiler Replacement

We propose to provide labor and material for the following:

Option #1 - Replace One Boiler
- Remove existing Burnham boiler that is leaking and dispose of it
- Furnish and install the following:
  - One Navien NHB-150H 150kBTU natural gas boiler 96% AFUE
  - Boiler to be mounted on a stand located on existing concrete pad
  - Connect to existing combustion air, gas, supply and return piping
  - RE-pipe combustion exhaust piping in PVC pipe and fittings in same location as existing
  - Pipe Condensate to floor drain

Labor and material for the sum of: $6,674.00

Note! No permit included if needed.
No electrical included.

Option #2 – Both Boiler Replacement
- Furnish and install two Navien NHB-150J 150kBTU natural gas boiler 96% AFUE
- Same as the above

Labor and material for the sum of: $13,348.00

Benjamin Schoepf

Accepted by:_____ **Date:**_____
Payable in full within 30 days of invoice.

CITY OF NISSWA

To: Nisswa City Council

Prepared by: Thomas Blomer, Public Works Director

Date: 1/13/2026

Item: Adding Street Lights to Hills Crossing Consideration and Approval

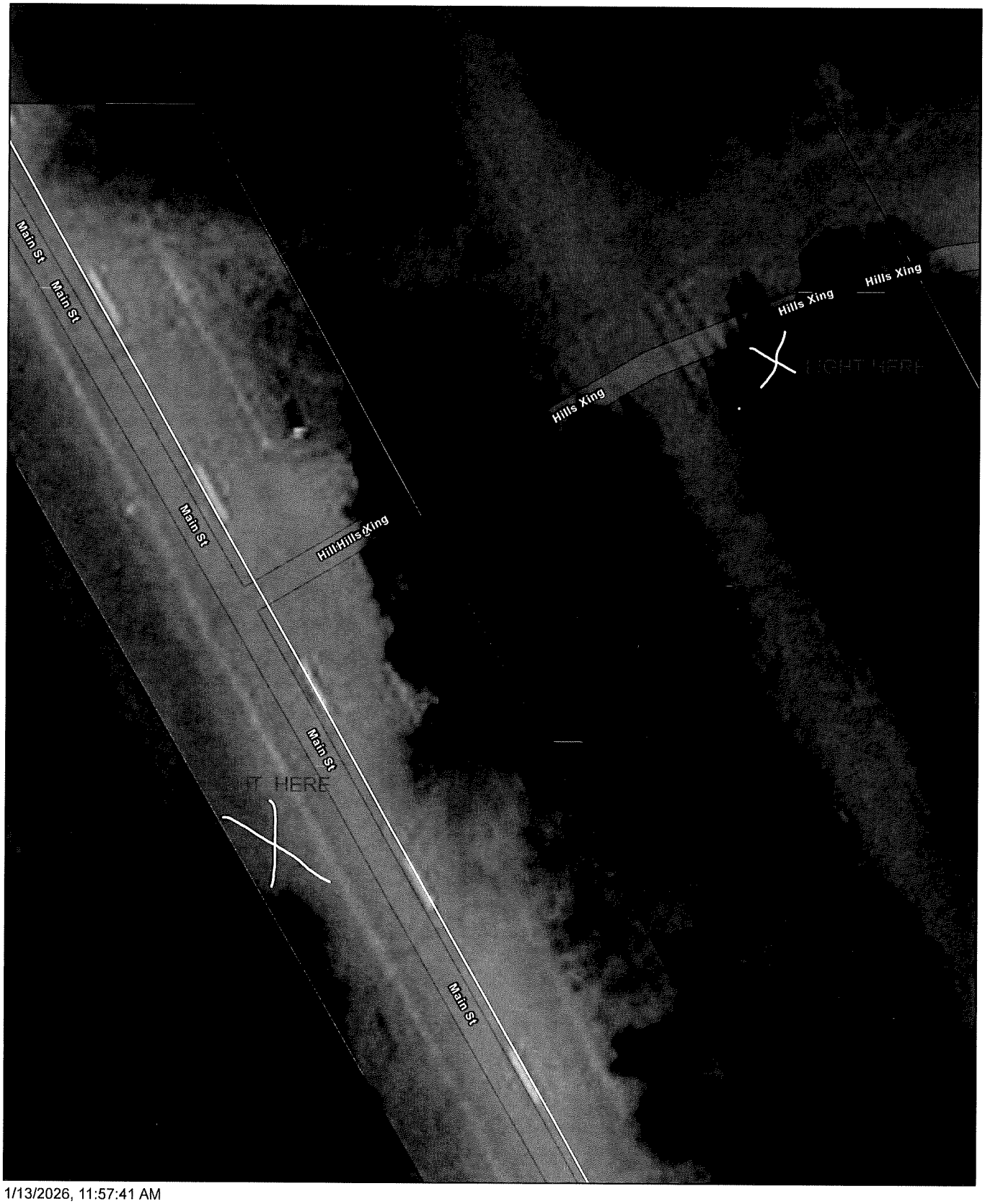
Action Requested: Approve the requested street light additions.

Background: The Hills Crossing Assisted Living Center has contacted the city and requested two street lights be installed. One at the intersection of Lower Cullen Road and Hills Crossing. The second at the intersection of Hills Crossing and Trail Side Run. These lights are located in Minnesota Power's service area. We will install these lights on existing poles close to these intersections. We are going to install these with the lowest Lumens available to prevent light pollution, 4000 Lumens. We can go up from here if this is not bright enough.

Budget Impact: Installation of the lights will be $1,500 each. The monthly charge for the the 4000 Lumen light at each location is $15.86 each/month. If we increase to 8,800 Lumen, it would be $19.88 each/month. We can go as high as 23,000 Lumen for $29.56 each/month. I recommend installing the 4000 Lumen lights to start with.

Attachments: Map showing the location of the light additions.

City of Nisswa



1/13/2026, 11:57:41 AM

Streets

Nisswa_parcels

1:282

0 0 0 0.01 mi

0 0 0.01 0.01 km

Microsoft, Vantor, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

ArcGIS Online Map

Microsoft, Vantor | Esri Community Maps Contributors, MN Dept Natural Resources, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census

G13

MEMORANDUM

CROW WING COUNTY MINNESOTA

Land Services Department

TO: Crow Wing County Cities & Townships
FROM: Gary Griffin, SAMA, Land Services Director
DATE: January 2026
SUBJECT: Local Board of Appeal & Equalization (LBAE)

Please find information regarding your upcoming Local Board of Appeal and Equalization meeting:

Tentative Meeting Date: Friday, April 17, 2026
Time: 1:00 PM
Location: Nisswa City Hall

If this date does not work for your jurisdiction, please contact me by **February 2, 2026** at:
Email: gary.griffin@crowwing.gov or **Phone:** 218-824-1016

As in previous years, the Land Services Office will schedule appointments for the Local Boards of Appeal and Equalization. Individuals with an appointment will be heard first; walk-ins will be heard in the order in which they sign in.

Please remember that **each Local Board meeting must include at least one member who has completed state-required LBAE training within the past four years**, and a **quorum** must be present. If these requirements are not met, the township or city forfeits its right to hold a Local Board meeting for both the current year and the subsequent assessment year, authority transfers to the County.

Current Training Status of Board Members:

- Joseph Hall — Not trained
- Bruce London — Not trained
- Jesse Zahn — Training valid through 7/1/2026
- Jennifer Carnahan — Training valid through 7/1/2028
- Mark Froehle — Training valid through 7/1/2029

Our office looks forward to working with you during this process. If you have any further questions, please feel free to contact this office.

Sincerely,
Gary Griffin

Gary Griffin, SAMA
Land Services Director
Office: (218) 824-1010
Direct: (218) 824-1016
322 Laurel Street, Suite 15
Brainerd MN 56401

Our Vision: Being Minnesota's favorite place.
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Our Values: Be responsible. Treat people right. Build a better future.

CITY OF NISSWA

January 20, 2026

To: Nisswa City Council
From: Maggi Wentler, Interim City Administrator

Re: 2026 Pay Equity Report

Action Requested: Council approval of the 2026 Pay Equity Report as presented.

Background:

The 2026 Pay Equity Report has been submitted to the State, and the results are attached. The City passed all tests. This is required every three years.

MANAGEMENT AND BUDGET

January 12, 2026

Local Government Official
Nisswa
P.O. Box 410

Nisswa, MN 56468

Dear Local Government Official:

Congratulations! I am very pleased to send you the attached notification of compliance with the Local Government Pay Equity Act. Since the law was passed in 1984, jurisdictions have worked diligently to meet compliance requirements and your work is to be commended.

Minnesota Rules Chapter 3920 specifies the procedure and criteria for measuring compliance and your jurisdiction's results are attached. You may find a copy of our "Guide to Understanding Pay Equity Compliance" and other resources on our Local Government Pay Equity webpage at:https://mn.gov/mmb/employee-relations/compensation/laws/local-gov/local-gov-pay-equity/.

This notice and results of the compliance review are public information and must be supplied upon request to any interested party.

If you have questions or need assistance, please contact Angela Garrity-Scharffbillig at (651) 259-3727, or by email: pay.equity@state.mn.us

Again, congratulations on your achievement!

Sincerely,
Angela Garrity-Scharffbillig
Pay Equity Coordinator

MANAGEMENT AND BUDGET

Compliance Report

Jurisdiction: Nisswa
P.O. Box 410

Nisswa, MN 56468

Report Year: 2026
Case: 3 - 2025 Data modeling (Private (Jur Only))

Contact: Maggi Phone: (218) 963-4444 E-Mail: maggi@cityofnisswa.gov

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	12	5	4	21
# Employees	17	11	27	55
Avg. Max Monthly Pay per employee	7250.89	5364.67		5446.65

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 97.22221 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	5	2
b. # Below Predicted Pay	7	3
c. TOTAL	12	5
d. % Below Predicted Pay (b divided by c = d)	58.33	60.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 26 Value of T = 2.819

a. Avg. diff. in pay from predicted pay for male jobs = 6

b. Avg. diff. in pay from predicted pay for female jobs = -190

III. SALARY RANGE TEST = 100.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 10.00

B. Avg. # of years to max salary for female jobs = 10.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)

MANAGEMENT AND BUDGET

Job Class Data Entry Verification List

Case: 2025 Data modeling | Nisswa | LGID: 870

Job Nbr	Class Title	Nbr Males	Nbr Females	Non-Binary	Class Type	Jobs Points	Min Mo Salary	Max Mo Salary	Yrs to Max Salary	Yrs of Service	Exceptional Service Pay
1	Barback - PT	1	1		B	85	2969.20	3952.00	10.00	0.00	
2	Liquor Store Clerk - PT	7	9		B	100	3149.47	4189.47	10.00	0.00	
3	Server - PT	0	7		F	120	3541.20	4706.00	10.00	0.00	
4	Bartender - FT	1	1		B	125	3541.20	4706.00	10.00	0.00	
5	Bartender - PT	5	2		B	125	3541.20	4706.00	10.00	0.00	
26	Police Administratrive Assista	0	1		F	141	3750.93	4990.27	10.00		
27	Liquor Store Administrative Cl	0	1		F	182	4213.73	5605.60	10.00	0.00	
7	Parks Maintenance Technician	1	0		M	186	4468.53	5605.60	10.00	0.00	
8	Liquor Store Assistant Manager	1	0		M	208	4468.53	5936.87	10.00	0.00	
28	Public Works Maintenance Techn	3	0		M	220	4468.53	5936.87	10.00	0.00	
14	Police Officer	4	0		M	293	5454.80	7118.80	10.00	0.00	
12	Public Works Supervisor	1	0		M	306	5319.60	7078.93	10.00	0.00	
23	Wastewater Supervisor	1	0		M	313	5640.27	7501.87	10.00	0.00	
15	Bar/Liquor Store Manager	1	0		M	320	5319.60	7078.93	10.00	0.00	
9	Finance Specialist/Treasurer	0	1		F	325	5319.60	7078.93	10.00	0.00	
16	Police Sergeant	1	0		M	385	6158.53	8035.73	10.00	0.00	
17	Parks & Recreation Director	0	1		F	385	6432.40	8394.53	10.00	0.00	
18	Liquor Store Manager	1	0		M	393	6068.40	7916.13	10.00	0.00	
19	City Planner	1	0		M	450	6432.40	8394.53	10.00	0.00	
20	Public Works Director	1	0		M	590	7226.27	9432.80	10.00	0.00	
21	Chief of Police	1	0		M	625	7661.33	9997.87	10.00	0.00	

Job Number Count: 21