



ITEM REPORT UTILITIES COMMISSION

Agenda Date: 6/5/2024
Agenda Section: Business Item

Department Origination: Public Works

Agenda Item: Approve Cross-Jurisdictional Maintenance Agreement between Crow Wing County and City of Baxter

Approval Required: Simple Majority Vote

BACKGROUND

In 2002, Crow Wing County sent a letter to the City of Baxter regarding who is maintaining specific roadways within the City of Baxter and unorganized territory. The County suggested that in due time this letter should be put into a formal agreement for approval by the City of Baxter City Council and Crow Wing County Board. The County suggested at that time that Novotny Road and Danielson Road, now Dellwood Drive, be maintained by the County. The City should assume maintenance for Woida Road and Inglewood Drive to TH 371. After receiving this letter, staff believes this agreement was honored until Danielson Road now Dellwood Drive and Novotny Road were maintained fully by the City.

Now in 2024, Crow Wing County and the City of Baxter have a maintenance agreement for road maintenance and snow plowing operations of Woida Road west of Inglewood Drive and Welton Road North of the Baxter city limits to include Shelisa Lane. The City of Baxter will continue to be responsible for snow plowing and ice control for Welton Road and Shelisa Lane. Roadway maintenance shall include pothole patching, roadside mowing, tree and brush control/removal, street sweeping, culvert maintenance, washouts requiring less than 20 cubic yards of dirt, and any other maintenance not described. Woida Road maintenance west of Inglewood Drive will have these same services performed by the county maintenance staff.

FINANCIAL IMPLICATIONS

Neither party shall invoice the other for work performed. It is an agreed equal trade agreement for road maintenance and snowplowing operations by both entities.

STAFF RECOMMENDATIONS

Staff recommends accepting the cross-jurisdictional maintenance agreement between Crow Wing County and City of Baxter.

COUNCIL ACTION REQUESTED

Motion to Approve Cross-Jurisdictional Maintenance Agreement between Crow Wing County and City of Baxter.