



MEETING MINUTES

Crane Lake
Voyageur's National Park Visitors Center and Campground
January 6, 2022 at 2:00 PM
SEH No. CRALT 163725

I. Attendees

- A. Dan Hinzmann, Jason Chopp, Rose Kopecky – SEH
- B. Katie Hildenbrand, Kevin Piron, David Jordan – ARI
- C. Serena, Deena Congdon, Drake Dill, Jim Janssen, Gretchen Janssen, Jodell Driggs – Crane Lake
- D. Bob DeGross – NPS / VNP
- E. Jeff Anderson

II. Status Updates

A. SEH

- 1. Survey / CIC – Met with attorney, still waiting on summary for background information.
 - a. **SEH to follow up with Deena on potential next steps to get this moving**
- 2. Environmental (wetlands, contamination) – paused until layout determined.
- 3. Survey – Field work complete.
- 4. Soil Borings – Initial soil borings complete, will collect 3 additional when layout is agreed.
 - a. See below for update.
- 5. Archeological Investigation – Field work done.
- 6. State Park Road Account – Submitted. Exhibit provided for Town to evaluate ROW needs.
 - a. **Town to evaluate desire from property owners for easement.**
- 7. Design – Proceeding with campground preliminary design.
 - a. Layout, utilities, grading, stormwater.
 - b. Some discussion on holding tank for sewer, not sure if that will be the final solution.

B. ARI

- 1. Building layout
- 2. Site layout

III. Discussion Items:

A. Funding status

- 1. Funding not yet finalized with signatures. **Town to follow up on getting this finalized.**

B. Building layout

- 1. 4,800 SF building layout developed for discussion.
- 2. Meeting rooms – not enough
- 3. Toilets – too many, outdoor access
- 4. 2 reception desks needed
- 5. Connection from auditorium to other rooms needs improvement
- 6. Kitchenette for employees, community use space
- 7. Discussion on outdoor plaza, touch down space, shared spaces
- 8. **ARI to prepare updated layout reflecting previous comments and current comments. Include some furnishings for reference.**

C. Site layout

- 1. Discussion on when to involve the neighbor to keep them informed of the work next door
- 2. Town agreed the building layout is close enough to proceed with the remaining field work (soil borings and environmental investigation). **SEH to contact Braun to have them proceed.**
- 3. Wayfinding will be critical, potentially utilize monument signage.

- D. Campground layout
 - 1. Some discussion, **SEH to follow up with Mark for further discussion.**
- E. Conditional use permit
 - 1. Expect to submit after layout is agreed to.

IV. Schedule

- A. Next meeting Thursday January 20 @ 2PM.
- B. Schedule moving forward
 - 1. Select preferred layout – January / February 2022
 - 2. Collect additional soil borings – January / February 2022
 - 3. Develop preliminary design drawings, prepare cost estimate, submit for CUP – February / March 2022

V. Next Steps / To-Do's / Questions

- A. See colored items listed above.

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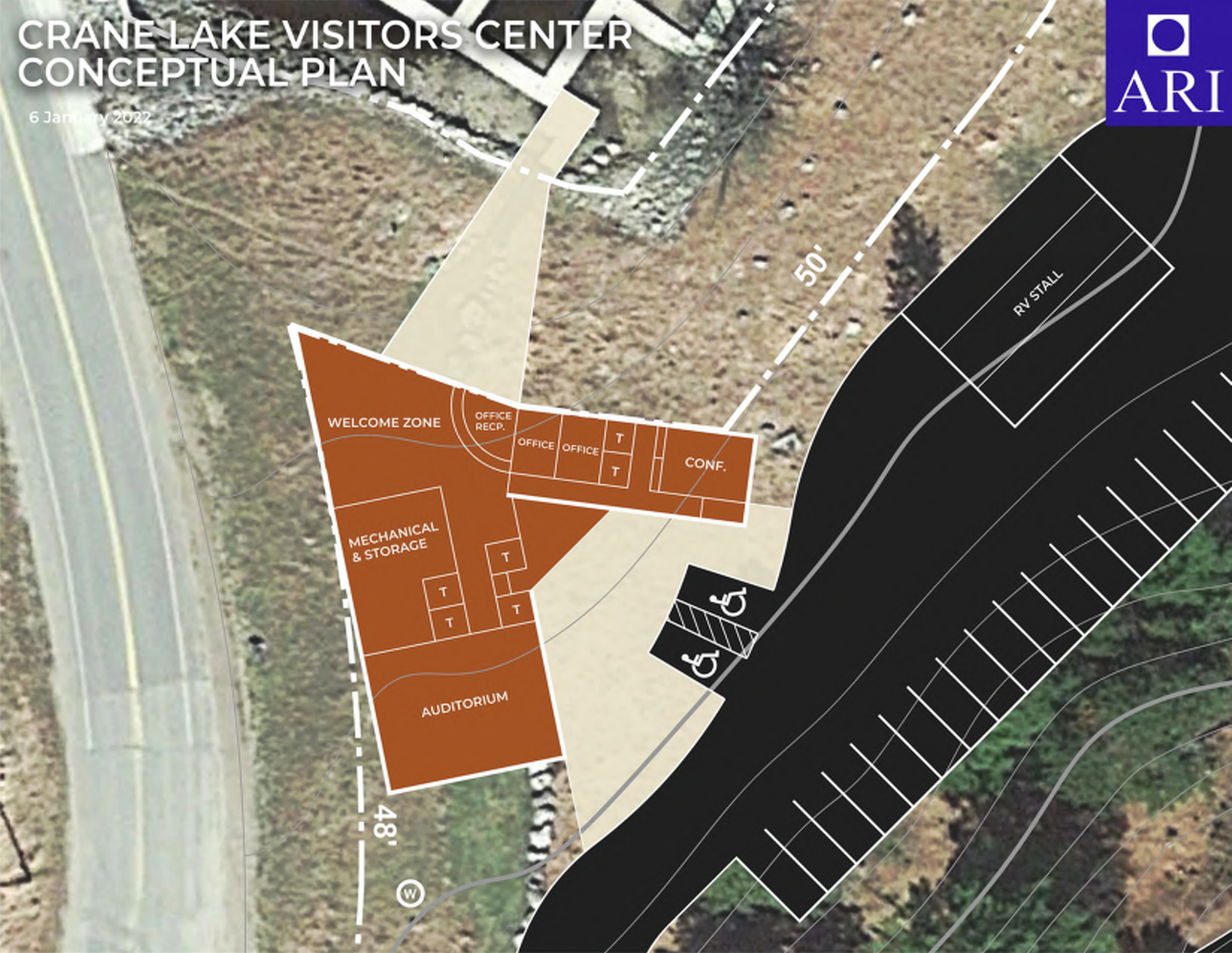
CRANE LAKE VISITORS CENTER CONCEPTUAL PLAN

6 January 2022

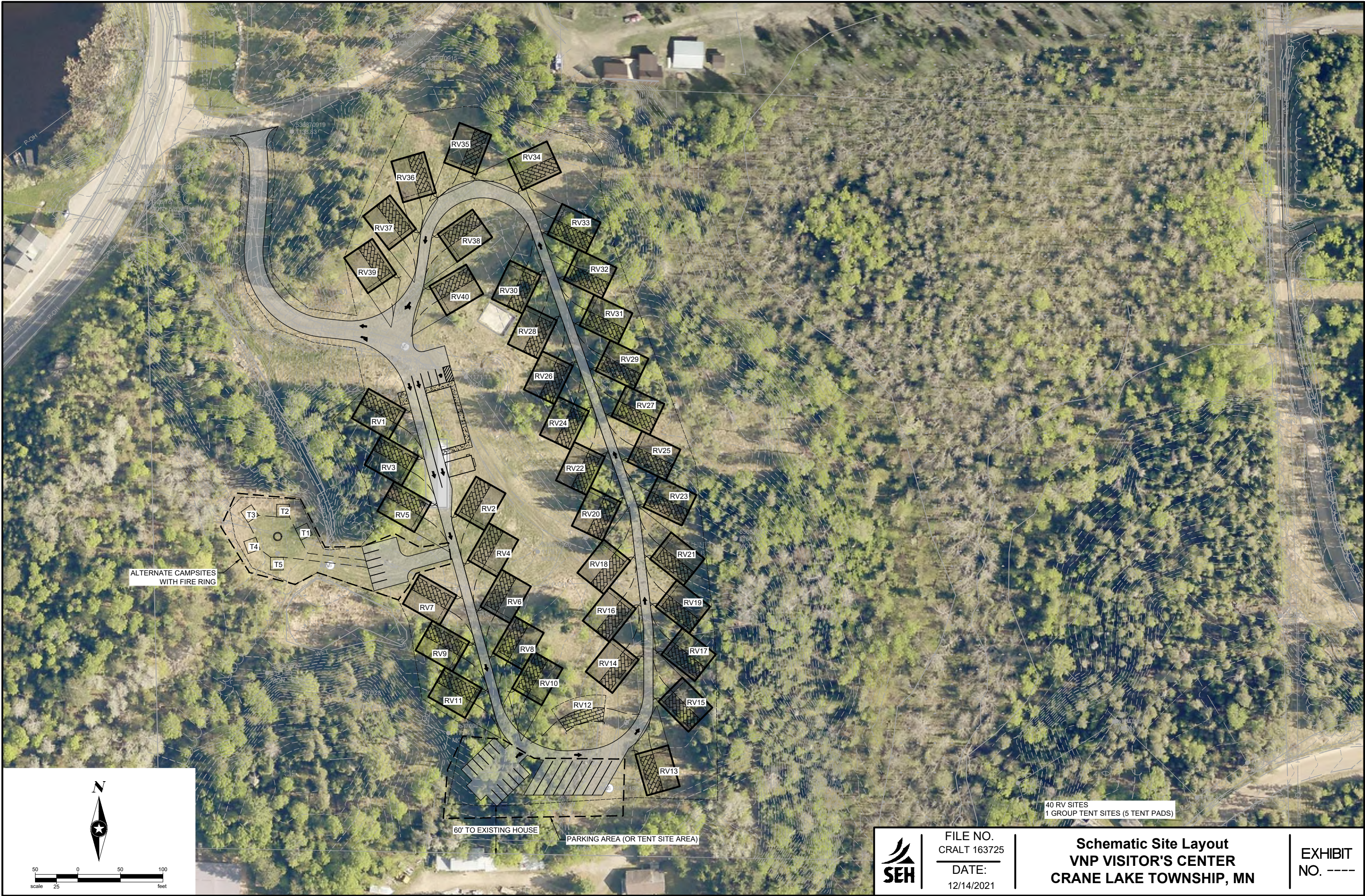


CRANE LAKE VISITORS CENTER CONCEPTUAL PLAN

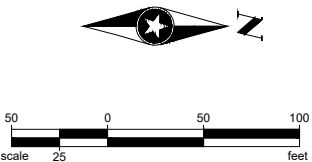
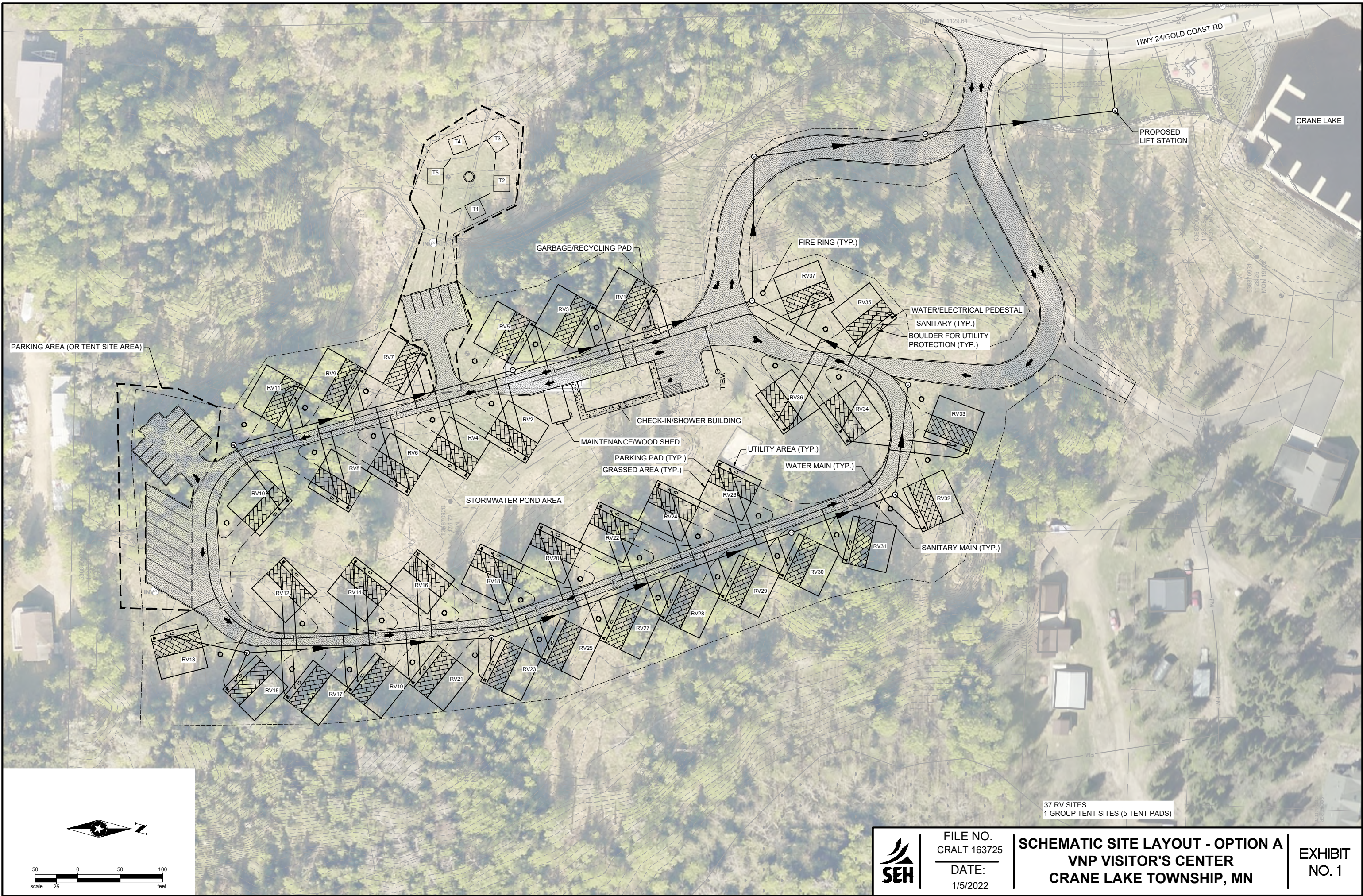
6 January 2022



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	FILE NO. CRALT 163725	SCHEMATIC SITE LAYOUT - OPTION A VNP VISITOR'S CENTER CRANE LAKE TOWNSHIP, MN	EXHIBIT NO. 1
	DATE: 1/5/2022		