



MEETING MINUTES

Crane Lake
Voyageur's National Park Visitors Center and Campground
January 20, 2022 at 2:00 PM
SEH No. CRALT 163725

I. Attendees

- A. Jason Chopp, Rose Kopecky – SEH
- B. Kevin Piron, David Jordan – ARI
- C. Serena, Deena Congdon, 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. Any update on this item from Deena? – [No Updates](#)
- 2. Environmental (wetlands, contamination) – Braun has been contacted to complete additional field work. Should be soon, but they have not yet provided a schedule.
- 3. Survey – Field work complete. Will need to stake additional soil borings soon.
- 4. Soil Borings – Braun has been contacted to complete additional field work. Should be soon, but they have not yet provided a schedule.
- 5. Archeological Investigation – Field work done.
- 6. State Park Road Account – Submitted. Exhibit provided for Town to evaluate ROW needs.
- 7. Design – Proceeding with campground preliminary design.
- 8. Cost Estimating – SEH working on getting some utility costs identified, will hope to present findings in February. Once this is in hand, we will evaluate if changes to the project scope are required or if we can shift funding between the two allocations.
- 9. Conditional Use Permit – Meeting set next Weds to discuss with County. SEH preparing preliminary application forms in advance of the meeting. [Brief discussion on preparation for the meeting.](#)

B. ARI

- 1. Building layout changes
 - a. [Review of the revised floor plan by Kevin of ARI. Overall, the Township was pleased with the revised plan. General discussion for some minor internal changes to accommodate more office space. It was requested to re-arrange the offices, eliminate the conference room, add an additional office and make the break room larger to accommodate small meetings. Large meetings will utilize the meeting room. There were multiple comments to eliminate the glass curtain walls and replace with large windows, especially the curtain wall that faces the highway. Request to add a gas fireplace in the welcome center. Additional requests to shorten the partition wall entering the meeting room by adding some fixed walls. ARI will make the revisions immediately and share the revised with the Township and VNP, once agreed upon AR will work on elevation views and additional details for the next design meeting.](#)

III. Discussion Items:

- A. Site layout & Campground Layout – SEH completed minor updates & combining. SEH would like group approval on the layout before we meet with the County. [Deena believed Mark was happy with the current campground layout. SEH will follow up with Mark.](#)

1. The 3 access road sites have substantial grade challenges. SEH to follow up with Mark separately to see if we can reach a reasonable conclusion.

IV. Schedule

- A. Next meeting Thursday February 3 @ 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

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