



**CERTIFIED COPY OF RESOLUTION OF COUNTY BOARD OF AITKIN COUNTY, MINNESOTA**

ADOPTED May 12, 2015

By Commissioner: xx

20150512-0xx

**High Lifter Quadna Mud Nationals**

**BE IT RESOLVED**, the Aitkin County Board of Commissioners agrees to approve the Application for Large Assembly:

ATV/SxS Event – High Lifter Quadna Mud Nationals (High Lifter Products, Inc., d/b/a Mud National Events, LLC) – City of Hill City and Hill Lake Township

This is scheduled to take place June 12th – 14th, 2015 from 8:00 A.M. to 10:00 P.M. daily.

Commissioner xx moved the adoption of the resolution and it was declared adopted upon the following vote

**FIVE MEMBERS PRESENT**

**All Members Voting Yes**

**STATE OF MINNESOTA)  
County of Aitkin ) ss.  
Office of County Auditor,)**

I, Kirk Peysar, Auditor, of the County of Aitkin, do hereby certify that I have compared the foregoing with the original resolution filed in my office on the 12<sup>th</sup> day of May A.D., 2015, and that the same is a true and correct copy of the whole thereof.

**WITNESS MY HAND AND SEAL OF OFFICE at Aitkin, Minnesota, this 12<sup>th</sup> day of May A.D., 2015**

KIRK PEYSAR, County Auditor

BY \_\_\_\_\_, Deputy

**KIRK PEYSAR  
AITKIN COUNTY AUDITOR  
209 2<sup>ND</sup> STREET NW - ROOM 202  
AITKIN, MINNESOTA 56431  
218-927-7354  
Fax: 218-927-7324**

***APPLICATION FOR LARGE ASSEMBLY LICENSE***

NAME OF ORGANIZATION: High Lifter Products, Inc dba Mud National Events, LLC.  
ADDRESS OF ORGANIZATION: 780 Professional Drive N., Shreveport, LA 71105  
PERSON MAKING APPLICATION: Tracie D. Engi  
ADDRESS & PHONE NUMBER: 780 Professional Dr., N, S'port, LA 71105, 318-213-6044  
INSURANCE COMPANY & POLICY NUMBER: Lloyd's Syndicate 4472  
DATES/TIME OF EXHIBITION: June 12 - 14, 2015, 8 am - 10 pm daily  
TYPE OF PROGRAM: ATV/SxS Event

Applicant agrees to defend, hold harmless, and pay on behalf of the County of Aitkin and their officials and employees, any demands, claims or suits arising out of actions of applicant under the permit.

SIGNATURE OF APPLICANT: *Tracie D. Engi* 4/16/15  
Date

CITY RECOMMENDATION: \_\_\_\_\_  
Authorized Signature Date

\*\*\*CITY & TOWNSHIP (See attached)  
TOWNSHIP (ATTACHMENT "A")  
~~CITY OR TOWN~~ RECOMMENDATION: \_\_\_\_\_  
Authorized Signature Date

ENVIRONMENTAL RECOMMENDATION: \_\_\_\_\_  
Authorized Signature Date 4/23/15

COUNTY SHERIFF RECOMMENDATION: \_\_\_\_\_  
Authorized Signature Date 4/29/15

COUNTY ATTORNEY RECOMMENDATION: \_\_\_\_\_  
Authorized Signature Date 4/29/15

All applications for permit must be received a minimum of thirty (30) days prior to the event or placement of structure.

KIRK PEYSAR  
AITKIN COUNTY AUDITOR  
209 2<sup>ND</sup> STREET NW - ROOM 202  
AITKIN, MINNESOTA 56431  
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Applicant agrees to defend, hold harmless, and pay on behalf of the County of Aitkin and their officials and employees, any demands, claims or suits arising out of actions of applicant under the permit.

SIGNATURE OF APPLICANT: Tracie D. Engi 4/16/15  
CITY RECOMMENDATION: [Signature] 04/17/15  
TOWNSHIP [Signature] 17 April 2015  
~~CITY OR TOWNSHIP~~ RECOMMENDATION: [Signature] [Date]  
ENVIRONMENTAL RECOMMENDATION: \_\_\_\_\_  
COUNTY SHERIFF RECOMMENDATION: \_\_\_\_\_  
COUNTY ATTORNEY RECOMMENDATION: \_\_\_\_\_

All applications for permit must be received a minimum of thirty (30) days prior to the event or placement of structure.

A plan for conducting the proposed assembly which shall include, at a minimum, the following elements:

- 1.) The determination by the applicant of the maximum number of people which shall be assembled or admitted to the location.

Number of people expected 1,200

- 2.) A fence or barrier completely enclosing the proposed location of sufficient height and strength to prevent people in excess of the maximum permissible number from gaining access to the assembly grounds, which shall have sufficient entrances and exits to allow easy movement into and out of the assembly grounds. This requirement may be waived if the County Board finds that a fence will not be necessary for crowd control.

Fence height N/A

Number of entrances/exits 3

- 3.) Portable water, meeting all federal, state and local requirements for sanitary quality, sufficient to provide drinking water for the maximum number of people to be assembled at the rate of at least one gallon per person per day.

Portable water requirements are met. Circle one. YES NO

- 4.) Separate enclosed toilets for males and females, meeting all state and local specifications, conveniently located throughout the grounds, sufficient to provide facilities for the maximum number of people to be assembled in accordance with the Minnesota State Board of Health Regulations and standards.

Requirements met. Circle one. YES NO

Toilets provided

By: Goble Portable Toilets

- 5.) A sanitary method of disposing of solid waste in compliance with state and local laws and regulations, sufficient to dispose of the solid waste production of the maximum number of people assembled at the rate of at least 2.5 lbs of solid waste per person per day, together with a plan for collecting and holding all such waste at least once each day of the assembly's continuance, and sufficient trash containers and personnel to perform such tasks.

## **AITKIN COUNTY LARGE ASSEMBLY PERMIT**

**High Lifter Quadna Mud Nationals  
June 12 – 14, 2015  
400 Quadna Mountain Road  
Hill City, MN**

An application for an Aitkin County Large Assembly Permit is being submitted for the above named ATV event. This is an ATV/UTV riding event where participants will bring their ATV/UTV to the Quadna Mountain Park and Resort to ride the park trails, look at manufacturer displays, and watch organized mud bogging and obstacle course competitions. Some will camp in RVs & tents and some will stay off-site at area hotels. There will be vendors present selling various products and services.

Attendees may also ride the adjoining state trail system if they choose. Riders will be advised by signage (verbiage provided by ATVAM), distribution of the Minnesota Department of Natural Resources Off Highway Vehicle Regulations for 2013-2014 and a dedicated vendor booth for use by the DNR &/or Aitkin County Land Department's Land Commissioner as to the requirements and restrictions of riding the state trails. Riders will be made aware of where they can purchase a trail pass in the Hill City area. Information about the trails and permit requirements have been made available on the event website, [www.quadnamudnationals.com](http://www.quadnamudnationals.com) for the past 12 months.

The following addresses the license requirements for the permit per the Aitkin County Assembly Ordinance dated February 11, 2014 and adopted March 19, 2014 by the County Board of Commissioners, Aitkin County, Minnesota and Appendix A:

**2.a.** This application is being requested by High Lifter Products, Inc. dba Mud National Events, LLC., both owned by Scott E. Smith, 780 Professional Drive North, Shreveport, Louisiana 71105. Mr. Smith is 48 years old.

**2. b.** The proposed event, the Quadna Mud Nationals, will be held at Quadna Mountain Park, 400 Quadna Road, Hill City, MN. The property is owned equally by Mr. Mark Warnert of Saint Cloud, MN and Mr. Brian Bauerly of Milaca, MN.

**2.c.** The nature of this assembly is to promote ATV riding in an organized environment through competitions and related activities, and bring public awareness to the products and services offered by the vendors present. This is a three (3) day event. The event will open at 8 am on Friday, June 12, 2015 and will close at noon on Sunday, June 14, 2015.

**2.d.** This permit is requested on an attendance of 1,200 people. Last year this event had an attendance of approximately 800 people, but we are optimistic that we will have an increase in attendance this year.

**2.e. Access** – There will be three (3) entry/exit points that everyone must pass through in order to gain entry to or exit the park. These areas will be manned by security and staff members during the event beginning at 8 am on Friday, June 12, 2015. The main entry point will remain open 24 hours a day until the event closes at noon on Sunday, June 14, 2015 to control admission. Because of placement of the gates, there is not an adequate way to fence it off, however through signage and the presence of personnel, no one will be permitted to enter without obtaining a pass.

**2.f. Existing Facilities** - There is a chalet on the facility site as well as a storage barn, however, these will not be accessible to the public during the event except as protection in the event of a storm.

**2.f. Sewage** – for those RV camping, a sewage dump station is located right outside the park at the Quadna Mountain Resort Campground. The Resort has extended an offer to patrons of the event to allow them to dump their tanks when necessary.

**2.f. Solid Waste** – There will be two 30-yard waste disposal containers on site with arrangements being made to empty the containers at the end of the event since it is essentially a two day event. (See attachment also).

\*\*\* (ATTACHMENT "B")

**2.f. Toilet Facilities** – With the proposed attendance Mud National Events, LLC has contracted Goble Portable Toilets, Aitkin, MN to provide 24 portable toilets (a minimum of one toilet per every 50 persons) that will be distributed throughout the vendor area, at each gate, at competition event locations and throughout the camping areas in pairs. Arrangements have also been made to deliver additional units to the event if needed.

**2.f. Potable Water** – A water sample from the well on-site is scheduled to be tested to ensure that it meets all Federal, state and local requirements for sanitary quality. This well is capable of an output of 200 gallons per minute/12,000 gallons per hour, which far exceeds the requirement for the maximum number to be assembled at a rate of one gallon per person per day. Results of the tests will be forwarded to the Auditor's Office when available.

**2.f. Fire Protection** – All camping areas are located off of one or more major roadways within the park where fire or rescue vehicles can access efficiently. The larger camping areas will be marked so that a path will be provided around the camping area to allow for emergency vehicles. The smaller areas are located directly on a path or gravel road. The local Hill City Fire Department has been notified of the dates of the event so that they will be on standby should they be needed.

**2.g. Lighting** – Lighting will be provided in the vendor area and any scheduled night events such as a concert, by four (4) large stationary stadium-type lights positioned high on light poles as well as four (4) stadium lights stationary on the back side of the chalet that faces the hills and the bowl area. They will sufficiently illuminate the entire vendor area and surrounding parking and Chalet areas.

**2.h. Amplifiers and Speakers** – A concert is scheduled for Friday and Saturday evenings, June 12<sup>th</sup> and 13<sup>th</sup> at 9 pm and will conclude at or before the midnight hour. The main area where a concentration of people may gather is centrally located on the property and nothing is scheduled in the planned event that should generate unreasonable noise to disturb the surrounding property owners.

**2.h. Fireworks** – Fireworks are not being used during this event.

**2.i. Event Safety & Security** - Mud National Events takes security at their events extremely seriously. While we hope there will not be a need for them, Mud National Events will have security in place on-site should the need arise. There will be a minimum of two (2) security personnel at all times beginning Friday, June 12<sup>th</sup> at 7 a.m. During peak times when the potential for possible problems may increase, such as 6 pm Friday evening through 6 am Saturday morning, we will increase the officers on duty, for a total of four (4). These officers will be given an ATV/UTV for officers to patrol the park in an effort to be proactive in preventing any problems. Each will be equipped with a Motorola radio in which they can communicate with each other and the entire Mud National Events staff, if necessary. There will be security on the premises until Sunday, June 14<sup>th</sup> at noon. In the event that there remains a sufficient amount of attendees and potential traffic issues remain, security will be in place until which time the threat of problems no longer exist. In addition to the hired security staff, Mud National Events will have its staff at the park. Mud National Events employees are experienced in these types of events and act as additional "eyes & ears" for any potential problems and will react and/or alert security as they see fit. A plan is in place to have a one-way traffic pattern throughout the park to prevent the traffic entering the event

Excellent! That clarifies what I needed. Thanks!

Terry Neff  
Environmental Services Director  
209 2nd St NW Rm 100  
Aitkin, MN 56431  
218.927.7342

**From:** Tracie Engi [<mailto:tracie@highlifter.com>]  
**Sent:** Tuesday, April 28, 2015 10:53 AM  
**To:** 'Terry Neff'; 'Sally Huhta'  
**Cc:** 'Michelle Leitinger'; 'Kirk Peysar'  
**Subject:** RE: Quadna Mud Nationals..... June 12th-14th, 2015

I apologize for not specifying about the garbage cans and collection points. We will have garbage cans that will be collected and transferred into the 30 yard dumpsters at least once per day, and twice if need be. Based on our experience the past 2 years, twice a day has not been necessary, however we are prepared to do so if needed. We will have cans placed in the following locations:

- Several scattered throughout the vendor area
- One per food vendor for public use
- One at the front gate
- Two near the stage area
- One near the mud bog area
- One in each of the smaller camping areas, more as needed in the larger camping areas
- One at the chalet
- One in the vicinity of the obstacle course for those watching the event
- One at the exit gate

Most campers either bag their trash and take it to the dumpsters, or upon their leaving the park on Sunday, will leave the bagged trash at their campsite where we have a team who goes through those camping areas collecting the bagged trash. I hope this provides the clarification you needed. If you have any additional questions, please feel free to contact me.

Thank you,

Tracie Engi  
Event Coordinator  
High Lifter Products, Inc.  
Mud National Events, LLC  
Office 318.213.6044  
Fax 318.524.2297



**From:** Terry Neff [<mailto:tneff@co.aitkin.mn.us>]  
**Sent:** Tuesday, April 28, 2015 9:58 AM  
**To:** 'Sally Huhta'; 'Tracie Engi'  
**Cc:** 'Michelle Leitinger'; 'Kirk Peysar'  
**Subject:** RE: Quadna Mud Nationals..... June 12th-14th, 2015

Tracie,

The only question I have on the application is with the solid waste. You mention there will be 2 – 30 yard dumpsters onsite but no method for collection around the grounds. I assume there will be garbage cans placed throughout the property for convenience to the attendees, however this isn't mentioned in the application. Please provide a statement on where garbage cans will be located and how often they will be collected for transfer into the 30 yard containers. Thanks!

Terry Neff  
Environmental Services Director  
209 2nd St NW Rm 100  
Aitkin, MN 56431  
218.927.7342

from backing up on Public Highway 169. Should the traffic become backed up, we will immediately form two lines of traffic beginning at the North side of Airport Road. Traffic exiting the event will be directed by signage and personnel to exit via the South end of Airport Road back onto Highway 169. Because the main gate and exit gate will remain open throughout the event, security will never be without members of Mud National Events staff to offer assistance should it become necessary. In the event of inclement weather, a plan is in place to offer safety to those in attendance. Quadna Park is equipped with an outside sound system strong enough to be heard to the back corners of the park. An Announcement would be made over the loudspeaker alerting patrons of storm warnings. They would then be directed to seek shelter in either the Chalet or the resort lodge. The basement of the Chalet and the hallways and basement of the Quadna Mountain Lodge would adequately hold those seeking shelter.

**2.j. Food Preparation** – Mud National Events will not be preparing food for the public. However, there will be food concessions available during the event. At this time, one food vendor has agreed to participate in the event. They are CD's Mini Donuts, 15905 Red Sand Lake Rd, Brainerd, MN 56401 (218) 828-4644. It is possible that additional vendors will participate.

**2.k. Medical Services** – An RN, licensed in the State of Minnesota and two EMS will be on-site during the event as well as a paramedic team from Texas, who can offer assistance should the need arise. An ambulance from Grand Rapids will be on-call should it become necessary to transport someone to the hospital in Grand Rapids. This was the plan used for the event the past two years and was approved by county officials and worked well.

**3. Permit Fees & Bond** – A Mud National Events LLC check #1209 in the amount of \$500 for the permit fee is enclosed with this application. The bond with limits of \$25,000 is also enclosed with this application, as requested.

#### **APPENDIX A**

- 1. Liability Insurance** - Copy of Liability Insurance listing Aitkin County as additionally insured is attached.
- 2. Potable Water** - A water sample from the well on-site is scheduled to be tested to ensure that it meets all Federal, state and local requirements for sanitary quality. This well is capable of an output of 200 gallons per minute/12,000 gallons per hour, which far exceeds the requirement for the maximum number to be assembled at a rate of one gallon per person per day. Results of the tests will be forwarded to the Auditor's Office when available.
- 3. Sewage** – for those RV camping, a sewage dump station is located right outside the park at the Quadna Mountain Resort Campground. The Resort has extended an offer to patrons of the event to allow them to dump their tanks when necessary.
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- 5. Food Preparation** – Mud National Events will not be preparing food for the public. However, there will be food concessions available during the event. At this time, one food vendor has agreed to participate in the event. They are CD's Mini Donuts, 15905 Red Sand Road, Brainerd, MN 56401, (218) 828-4644. It is possible that additional vendors will participate.
- 6. Parking** – Both camping, ATV and automobile parking has been provided for during this event. Not all patrons will camp at the park, many will stay in area hotels and locals will commute back and forth to the park each day from their homes or hotels. There are designated automobile parking areas for those that are

coming without an ATV and are not camping. Based on the formula of 1 space for every 4 people and using 240 sq ft per vehicle, there is enough parking in Auto Parking areas 1 & 2 to accommodate 246 cars/984 people. Camping areas have been numbered on all maps, 1-18. The combined space available for camping in has minimum of 509,651.25 sq ft. Using a formula of 600 sq ft per camper, Quadna Mountain Park will accommodate 849.4 RVs. Using the same formula of 1 space per 4 people, there is camping available for 3,398 people. See attached breakdown of each area.

7. **Access** – There will be three (3) entry/exit points that everyone must pass through in order to gain entry to or exit the park. These areas will be manned by security and staff members during the event beginning at 8 am on Friday, June 12, 2015. The main entry point will remain open 24 hours a day until the event closes at noon on Sunday, June 14, 2015 to control admission. Because of placement of the gates, there is not an adequate way to fence it off, however through signage and the presence of personnel, no one will be permitted to enter without obtaining a pass.
8. **Event Safety & Security** - Mud National Events takes security at their events extremely seriously. While we hope there will not be a need for them, Mud National Events will have security in place on-site should the need arise. There will be a minimum of two (2) security personnel at all times beginning Friday, June 12<sup>th</sup> at 7 a.m. During peak times when the potential for possible problems may increase, such as 6 pm Friday evening through 6 am Saturday morning, we will increase the officers on duty, for a total of four (4). These officers will be given an ATV/UTV for officers to patrol the park in an effort to be proactive in preventing any problems. Each will be equipped with a Motorola radio in which they can communicate with each other and the entire Mud National Events staff, if necessary. There will be security on the premises until Sunday, June 14<sup>th</sup> at noon. In the event that there remains a sufficient amount of attendees and potential traffic issues remain, security will be in place until which time the threat of problems no longer exist. In addition to the hired security staff, Mud National Events will have its staff at the park. Mud National Events employees are experienced in these types of events and act as additional “eyes & ears” for any potential problems and will react and/or alert security as they see fit. A plan is in place to have a one-way traffic pattern throughout the park to prevent the traffic entering the event from backing up on Public Highway 169. Should the traffic become backed up, we will immediately form two lines of traffic beginning at the North side of Airport Road. Traffic exiting the event will be directed by signage and personnel to exit via the South end of Airport Road back onto Highway 169. Because the main gate and exit gate will remain open throughout the event, security will never be without members of Mud National Events staff to offer assistance should it become necessary. In the event of inclement weather, a plan is in place to offer safety to those in attendance. Quadna Park is equipped with an outside sound system strong enough to be heard to the back corners of the park. An Announcement would be made over the loudspeaker alerting patrons of storm warnings. They would then be directed to seek shelter in either the Chalet or the resort lodge. The basement of the Chalet and the hallways and basement of the Quadna Mountain Lodge would adequately hold those seeking shelter.
9. **Medical Services** – An RN, licensed in the State of Minnesota and two EMS will be on-site during the event as well as a paramedic team from Texas, who can offer assistance should the need arise. An ambulance from Grand Rapids will be on-call should it become necessary to transport someone to the hospital in Grand Rapids. This plan has been used the past two years and was approved by county officials and worked well.

The statements contained herein this application for permit of Large Assembly for Aitkin County, Minnesota are true and correct to the best of my knowledge.

Tracie D. Engi

Tracie D. Engi, Event Coordinator

High Lifter Products, Inc. dba

Mud National Events, LLC

April 16, 2015

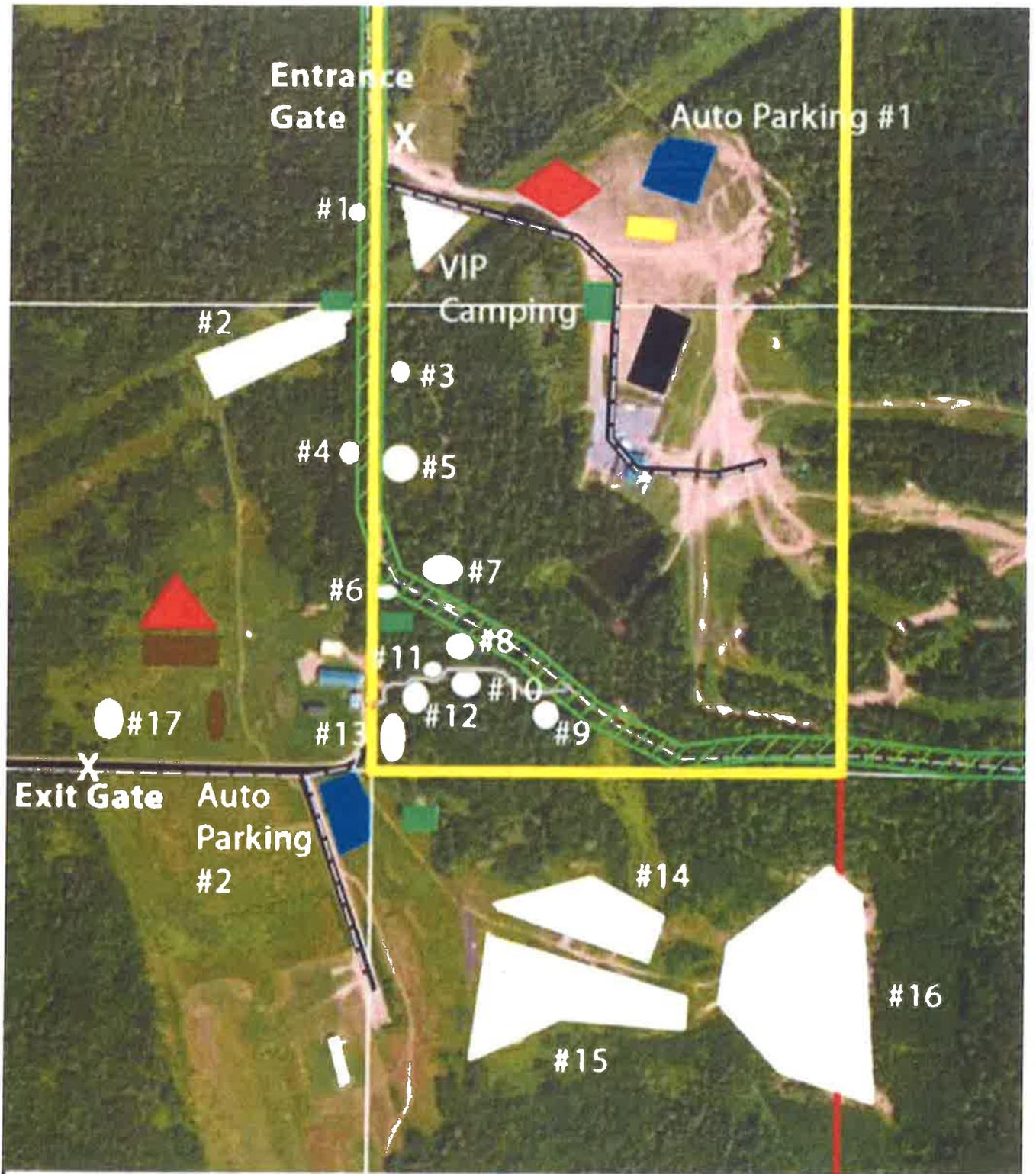
Date

W. Brad Herriage

W. Brad Herriage

Louisiana Notary Public

License # 68769



**Legend:**

- |   |                     |   |   |   |                                |
|---|---------------------|---|---|---|--------------------------------|
|  | <b>Vendor Area</b>  |  | <b>ATV Parking</b>                          |  | <b>Mud Bog/Obstacle Course</b> |
|  | <b>Auto Parking</b> |  | <b>Camping Area (referenced by numbers)</b> |   |                                |
|  | <b>Dumpsters</b>    |  | <b>Stage</b>                                |   |                                |



**- CERTIFICATION OF COMPLIANCE -  
MINNESOTA WORKERS' COMPENSATION LAW**

Minnesota Statute, Section 176.182 requires every state and local licensing agency to withhold the issuance or renewal of a license or permit to operate a business or engage in an activity in Minnesota until the applicant presents acceptable evidence of compliance with the workers' compensation insurance coverage requirement of MSS Chapter 176. The information required is: the name of the insurance company, the policy number, and dates of coverage or the permit to self-insure. This information will be collected by the licensing agency and retained in their files.

This information is required by law, and licenses and permits to operate a business may not be issued or renewed if it is not provided and/or is falsely reported. Furthermore, if this information is not provided or falsely stated, it may result in a \$1,000 penalty assessed against the applicant by the Commissioner of the Department of Labor and Industry.

Insurance Company Name: LCTA (Louisiana Commerce and Trade Association)  
(NOT the insurance agent)

Policy Number: WC 1020131

Dates of Coverage: 01/01/2015 to 01/01/2016

(or)

I am not required to have workers' compensation liability coverage because:

- I have no employees
- I am self insured (include permit to self-insure)
- I have no employees who are covered by the workers' compensation law  
(these include: Spouse, Parents, Children and certain farm employees)

I certify that the information provided above is accurate and complete and that a valid workers' compensation policy will be kept in effect at all times as required by law.

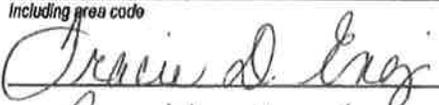
Name: High Lifter Products, Inc.

Doing Business As: Mud National Events, LLC  
Business name if different than your name

Business Address: 780 Professional Drive North

City, State, Zip: Shreveport, LA 71105

Telephone: 318-213-6044  
Including area code

Signature: 

Date: April 16, 2015

  
W. Brad Heritage  
Notary Public #68769

