

Breezy Point City Council

April 7, 2025 - 6:30 pm

Regular Meeting Minutes

CALL TO ORDER

Vice Mayor Michael Moroni called the regular meeting to order.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

ROLL CALL

Interim Administrator Jerry Bohnsack conducted a roll call with the council members Rebecca Ball, Steve Jensen, and Michael Moroni in attendance. Mayor Roggenkamp and Councilmember Brad Scott were absent. Staff Present included Interim Administrator Jerry Bohnsack, Police Chief Brian Sandell, Deputy Clerk Deb Runksmeier, and Public Works Supervisor Joe Zierden.

CONSENT AGENDA

Vice Mayor Moroni presented the consent agenda items A through F, which included minutes from previous meetings, claims totaling \$573,493.95, approval to sell police department vehicles, notice of special elections, and resolutions to approve community garden donations.

Jenson moved to approve the consent agenda. Ball seconded the motion.

During discussion, Councilmember Ball emphasized the donations from the Crosslake Area Garden Club and Breezy Point Hardware for the new community garden.

The motion passed unanimously. 3-0

OPEN FORUM

Vice Mayor Moroni opened the floor for public comments. No one came forward to speak, so the open forum was closed.

Moroni made announcements about upcoming elections. He noted that the school referendum voting would take place the following day at the Cole Memorial Building in Pequot Lakes. He also mentioned that special senate primary and general elections would be held at the public safety building on April 15th and 29th due to the city hall remodel. Lastly, he announced that Airport Day was scheduled for Saturday, May 3rd.

PARKS AND RECREATION COMMITTEE UPDATE

Gail Arnie and Deanna Trottier from the Parks and Recreation Committee provided an update on their activities:

- They reported on recent donations, including a SHIP grant of \$1,500 for the community garden.

- The community garden was nearly full, with only one plot remaining.
- They praised Joe and his team for their work on the garden, as well as Deb for managing sign-ups and website information.
- The committee prioritized work on the city hall park campus following the city hall remodel.
- They discussed plans for pickleball courts, a year-round bathroom and shelter, trail network extension, and a natural play area.
- The committee emphasized the growing popularity of pickleball and the need for courts in the area.
- They outlined potential funding sources for the pickleball courts, including grants and community fundraising.
- The committee requested authorization to obtain quotes for concept plans from engineering companies for the park projects.

Council expressed support for the committee's work and agreed that staff could proceed with obtaining quotes for concept plans without a formal motion.

SEWER EXTENSION AIRPORT ROAD TO TERMINAL ROAD - Authorize preparation of plans and specification. Authorize ad for bids.

Interim Administrator Jerry Bohnsack presented information on the sewer extension project:

- The project would extend sewer from Airport Road to Terminal Road.
- This option was chosen over more extensive and costly alternatives.
- The extension would provide access for a new hardware store and future developments.
- The hardware store developer agreed to participate in the cost.
- The project would be funded through the sewer enterprise fund, not tax dollars.

Council members expressed support for the project, noting its long-term benefits for commercial development in the area.

Ball moved to authorize plans and specifications and advertising for bids for the sewer extension project. Jensen seconded the motion. The motion carried unanimously 3-0.

POLICE DEPARTMENT AND CITY HALL - Surveillance and security Approve award of Bid to Midwest Security & Fire.

Security System Quotes

Bohnsack presented information on surveillance and security systems for both the police department and city hall:

- The police department needed to install surveillance and alarm systems to meet CJS requirements.
- City hall's original proposal included a leased surveillance system, which was deemed not viable.

- Midwest Security was already providing locking and security for the city hall system.
- Staff recommended awarding the bid to Midwest Security for consistency between buildings.

Councilmember Jensen moved to accept the bids from Midwest Security to install surveillance and security systems at public safety and city hall. Councilmember Ball seconded the motion. The motion carried unanimously.

RECOMMENDATION PARCEL PURCHASE FOR PARKS

Interim Administrator Bohnsack discussed the opportunity to purchase a tax-forfeited parcel 10161007 near the current park facilities:

- The parcel is located at the corner of Pinewood and North Spruce.
- It is too small to build on and has unimproved roads nearby.
- The minimum bid for the parcel is around \$4,500-\$4,800.
- If no bids are received, it will go into another auction pool starting at \$1.

Council members discussed the process for participating in the auction and setting a maximum bid amount.

Jensen moved to authorize staff to participate in the auction using their best judgment. Ball seconded the motion. The motion carried 3-0

BOBCAT TOOLCAT REPLACEMENT

Public Works Supervisor Zierden presented information on replacing the current Bobcat Toolcat:

- The current machine has had about \$20,000 in repairs over the last couple of years.
- Keeping the machine under warranty would likely bring down operating costs.
- The new machine would come with a 5-year/2000-hour warranty.
- The quoted price was \$38,294 with trade-in.

Jensen moved to accept the proposal to purchase the new Toolcat for \$38,294 with trade-in. Ball seconded the motion. The motion carried 3-0

Dust Coating Application 2025

Zierden presented information on dust coating for 2025:

- Corbin Excavation offered a price of \$1.30 per gallon, up from \$1.20 the previous year.
- The estimated cost would be around \$29,000-\$30,000, within the budgeted amount of \$35,000.
- The application helps preserve gravel roads and reduces dust in residential neighborhoods.

Ball moved to approve Corbin Excavation to apply dust coating for an estimated cost of \$30,000. Jensen seconded the motion. The motion carried 3-0

Hearland Animal Rescue Team Contract

Chief Sandell presented information on the Heartland Animal Rescue Team (HART) contract:

- The new 3-year contract would begin January 1, 2026.
- The administrative fee increased from \$1.50 to \$1.80 per capita.
- The total increase in the contract is just under \$2,000 annually.
- The city's pickup fee for animals is currently \$50, which helps offset the annual fee.

Council members discussed the contract and pickup fee.

Jensen moved to approve the 3-year contract with HART and leave the pickup fee at \$50. Ball seconded the motion. The motion carried 3-0

Administrator Search

Bohnsack provided an update on the administrator search:

- There were 11 total applicants as of last week, with 3-4 more added recently.
- Two meeting dates needed to be set: one to screen applications and another for final interviews.

The council discussed and agreed on the following dates:

- Application screening: Monday, April 28th at 5:30 PM at the public safety building.
- Final interviews: Wednesday, May 14th, starting in the morning (exact time to be determined).

Ball moved to set the application screening meeting for Monday, April 28th at 5:30 PM. Jensen seconded the motion. The motion carried 3-0

Jensen moved to set the final interview date for Wednesday, May 14th, starting in the morning. Ball seconded the motion. The motion carried 3-0

City Hall Renovation Pay Application #6 HyTec

Bohnsack presented a pay application for the city hall renovation:

- The pay application was for \$263,224.98 payable to HyTec Construction.
- He provided an update on the renovation progress, noting they were about two weeks behind schedule but making significant progress.

Ball moved to approve the pay application to Hi-Tech Construction for \$263,224.98. Jensen seconded the motion. The motion carried 3-0

Closed Session

Councilmember Moroni announced that the regular meeting would be suspended at 7:35 PM to move into a closed session to discuss easement acquisition.

Move to Closed Session at 7:35 pm

Buschmann Road Easement Acquisition

Reopen Meeting at 7:50 pm

Authorize Payment to Buschmann Road Project Property Owners

A motion was made by Council member Ball and seconded by Council member Jensen to authorize payment to Buschmann Road Project property owners with signed agreements or property owners who sign agreements to conform to the terms of the appraisal. Authorize future payments to property owners with signed agreements consistent with appraisals. The motion carried 3-0

Eminent Domain Resolution for Buschmann Road Project

A motion was made by Council member Ball and seconded by Council member Jensen to approve Resolution 08-2025 authorizing eminent domain to acquire easements for the Buschmann Road and Ranchette Drive Reconstruction Project. The motion carried 3-0

Adjourn

Motion to adjourn was made by council member Jensen and seconded by council member Ball.

Meeting ended at 7:56 p.m.