

Breezy Point City Council

July 7, 2025 – 6:30 pm

Meeting minutes

Call to Order

Pledge of Allegiance

The Pledge of Allegiance was recited.

Roll Call

Roll call was conducted. Council members Rebecca Ball, Steve Jensen, Todd Roggenkamp, Michael Moroni, and Brad Scott were present. Staff Present included Administrator Allie Polsfuss, Interim Administrator Jerry Bohnsack, Police Chief Brian Sandell, Deputy Clerk Deb Runksmeier, Public Works Supervisor Joe Zierden, and Finance Specialist Janette Rust.

Open Forum

Bill Toff from Green Scene Drive, representing Breezy Point Alliance, addressed the council with concerns about the management of tax dollars.

Public Hearing - Edgewater Circle Improvement

Interim Administrator Bohnsack provided an overview of the Edgewater Circle improvement project. He explained that Pelican Township had prompted the timing of this street rehabilitation, as they were proposing to improve their portion of Edgewater Circle. Approximately 25% (390 feet) of the road is located within Breezy Point city limits. The road was rated as a 4, indicating the need for full depth reclamation. Bohnsack presented several options for the council to consider, including ordering the improvement with various assessment approaches or declining the improvement.

Mayor Todd Roggenkamp opened the public hearing at 6:40p.m.

Kathy Parsons, a condo owner at 9212 Edgewater Circle South and member of the Edgewater board, addressed the council. She explained that the condo association only uses about 100 feet of the road and requested the council to consider this when determining the assessment. Parsons emphasized that the undeveloped property beyond their driveway has no value to them and they have no intention of developing it.

Mayor Todd Roggenkamp closed the public hearing at 6:45p.m.

After closing the public hearing, the council discussed the project. Councilmember Jensen suggested addressing the city's assessment policy (agenda item 8a) before making a decision on this project. The council agreed to order the improvement to move forward with the project, with the understanding that a subsequent assessment hearing would take place after reviewing the assessment policy.

Motion: Councilmember Jensen moved to proceed with the Edgewater Circle Road improvement project and hold a subsequent assessment hearing. Councilmember Ball seconded the motion. The motion carried 5-0

Consent Agenda

The consent agenda items were approved, including:

- Minutes of the City Council meeting from June 2, 2025
- Claims totaling \$707,608.27
- Resolution approving administrator as signatory
- Pavilion request for Bike Around Minnesota
- Crow Wing County Municipalities Region Five Development Commission nomination

Motion: Councilmember Moroni moved to approve the consent agenda.

Councilmember Jensen seconded the motion. The motion carried 5-0

Sanitary Sewer Extension

Consider Bids Received July 3, 2025. Award Bid to Lowest Responsible Bidder.

Al presented the bids received for the sanitary sewer extension project. The lowest responsible bid was \$159,211.97, which was slightly below the engineer's estimate. Staff recommended awarding the contract to Large and Excavating Contractors of Holding Firmness.

Motion: Councilmember Scott moved to award the sewer extension contract to the lowest responsible bidder. Councilmember Jensen seconded the motion. The motion carried 5-0

Special Assessment Policy Discussion - Information and Comparisons

Jerry presented a memo comparing Breezy Point's special assessment policy with those of neighboring cities. The council discussed various approaches to assessments, including the use of appraisals to determine property benefit. The council directed staff to focus on developing language for pavement-to-pavement reconstruction assessments, considering an appraisal-based approach. They also requested information on the cost of appraisals. The council agreed to address the entire policy while focusing initially on the pavement-to-pavement aspect.

Transportation Planning Study - Professional Services Cost Share Agreement

The council discussed the proposed cost-share agreement for a transportation study initiated by Eagle View Elementary School and Crow Wing County. The study aims to address traffic and congestion issues in the area. Breezy Point's share of the cost is not to exceed \$5,000. Councilmember Jensen, who has been attending related meetings, supported the city's participation in the study.

Motion: Councilmember Jensen moved to approve the professional services cost share agreement for the transportation planning study. Councilmember Moroni seconded the motion. The motion carried 5-0

Police Vehicle Purchase - 2026 Chevy Tahoe

Chief Sandell requested approval to place an order for a 2026 Chevy Tahoe police vehicle. He explained that early ordering is necessary due to high demand and low production volumes. The council discussed the department's vehicle rotation plan and the switch from Ford to Chevy models. Despite some concerns about budget considerations, the council agreed to proceed with the order, noting that it could be canceled if necessary.

Motion: Councilmember Moroni moved to approve getting on the list for a 2026 Chevy Tahoe. Councilmember Scott seconded the motion. The motion carried 5-0

City Street Parking - Dove Street Information

Jerry addressed concerns raised by residents about a semi-tractor occasionally parked on Dove Street. Chief Sandell reported that officers had investigated and found no traffic hazard. The vehicle owner was informed of the city's 48-hour parking rule. The council agreed to let the police department continue monitoring the situation and enforce existing ordinances as needed.

Shoreview Lane Erosion and Instability

Councilmember Jensen presented concerns about erosion along Shoreview Lane, particularly in areas where ATVs and other vehicles have damaged the shoreline. The council discussed options for stabilizing the area, including planting vegetation and temporarily blocking off sections to allow for growth. They directed staff to proceed with Option 1 recommended by Crow Wing Soil & Water Conservation District, which involves planting willow and dogwood stakes and temporarily restricting access to allow vegetation to establish.

City Hall Renovation - HyTec Pay Application #9

The council reviewed and approved Pay Application #9 for the city hall renovation project, totaling \$470,174.28. Staff provided an update on the renovation progress, noting that the move-in date had been pushed back to the week of July 20th due to delays in receiving some equipment and materials. The council chambers are expected to be ready in October.

*Motion: Councilmember Ball moved to approve HyTec Pay Application #9.
Councilmember Moroni seconded the motion. The motion carried 4-1, Scott Opposed*

Shoreview Lane Ice Damage Repair - Gladen Construction Payment #2

The council reviewed Payment #2 for the Shoreview Lane ice damage repair project. It was noted that this was not the final payment, as there would be one more small payment of approximately \$6,000 to release the retainage held from the contractor.

Motion: Councilmember Scott moved to approve Payment #2 for the Shoreview Lane ice damage repair. Councilmember Jensen seconded the motion. The motion carried 5-0

City Updates

Department Information

Bohnsack announced that Janette Rust, City Finance Specialist, had received a scholarship from the Government Finance Officers Association to participate in their certification program. The mayor congratulated Janette, noting that only two such scholarships were given out in the state.

The mayor reminded everyone about the upcoming Butterfly Release event on July 19th at 11 AM.

Suspend Regular Session

Move To Closed Session Under Minn. Stat. 13D.05, subd. 3(c) at 8:24 pm

Discuss Land Acquisition for Buschmann Road - WSB

The mayor suspended the regular session and moved to a closed session to discuss land acquisition for Buschmann Road with WSB.

Reopen Meeting at 8:37 pm

Adjourn

Motion to adjourn was made by council member Moroni and seconded by council member Ball. The motion carried 5-0

The meeting ended at 8:38 pm.

Deb Runksmeier
Deputy City Clerk