

# **Breezy Point City Council**

**May 5, 2025 - 6:30 pm**

## **Regular Meeting minutes**

### **Call to Order**

Mayor Todd Roggenkamp called the meeting was called 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 Interim Administrator Jerry Bohnsack, Police Chief Brian Sandell, Deputy Clerk Deb Runksmeier, Public Works Supervisor Joe Zierden, and Finance Specialist Janette Rust.

### **Presentation**

#### **CliftonLarsonAllen Audit Presentation - Mary Reedy**

Mary Reedy from CliftonLarsonAllen presented the audit results for the city. She reported an unmodified opinion, which is the highest level of assurance auditors can give. Three material weaknesses were noted: segregation of duties, internal control of the financial reporting process, and material audit adjustments. No issues were found with Minnesota legal compliance.

Reedy provided an overview of the city's finances, including government-wide revenues and expenses, governmental fund revenues and expenditures, and the general fund balance. She noted that the general fund balance was slightly above the recommended target at about 6 months of expenditures.

The sewer fund operations were discussed, with Reedy pointing out that operating revenues were not high enough to cover operating expenses. She recommended the city look at adjusting rates to address this gap.

Council members asked questions about the audit, including examples of legal compliance areas tested and clarification on sewer fund operations. The council acknowledged the need to address the sewer fund issue in the near future.

*Moroni made a motion to accept the audit as presented. Ball seconded the motion. The motion carried 5-0*

### **Consent Agenda**

#### **City Council April 7, 2025 Regular Meeting Minutes**

**Claims Totaling: \$870,533.10 Checks 140159-140247 eChecks 3864e-3889e**

*Moroni made a motion to approve the consent agenda. Jensen seconded the motion. The motion carried 5-0*

## **Open Forum**

No one addressed the council during open forum.

## **WSB Fee Amendment**

### **Proposal - Kevin Kruger**

Kevin Kruger from WSB presented a proposal for an alternative analysis of the Bushman and Ranchette intersection design. He explained that the proposal included two tasks: an alternative analysis for the intersection and a redesign of Ranchette Road.

Council members discussed the proposal, with some expressing hesitation about spending additional money on the alternative analysis. Jerry, the city administrator, clarified that the Ranchette redesign would likely save more money than the cost of the proposal.

*Moroni made a motion to approve the Ranchette Drive design change in the amount of \$7,662. Jensen seconded the motion. The motion carried 4-1, Scott Opposed*

The council did not approve the alternative analysis portion of the proposal.

*Moroni made a motion to amend the Agenda with adding executive session at end of meeting to discuss Buschmann Road Easement Aquisition. Jensen seconded the motion. The motion carried 3-2, Roggenkamp and Scott Opposed*

## **Approve Engineering Services Agreement with Widseth**

### **Preparation of Plan and Specification for Sewer Extension.**

Jerry presented the engineering proposal for the sewer line extension project. The proposal outlined plans to have specifications approved at the next council meeting and bids received by the July meeting.

*\_\_\_\_\_ made a motion to approve the engineering services agreement with Widseth for preparation of plan and specification for sewer extension. \_\_\_\_\_ seconded the motion. The motion carried.*

## **Park Dedication Fee Request for Exemption or Reduction**

Sarah Lovejoy presented her request for an exemption or reduction of the park dedication fee for her property split. The council discussed the current ordinance and agreed that it may not be appropriate for smaller lot splits like Lovejoy's.

The council decided to revisit the park dedication fee ordinance and potentially make changes to address situations like Lovejoy's. They informed Lovejoy that she could proceed with her plat filing and building permit, with the understanding that a fee would be determined later based on any potential ordinance changes.

## **Disc Golf Discussion**

The council discussed the disc golf course, reviewing recommendations made by a constituent and discussing the course's history, current state, and future. Council members expressed varying opinions on the course's value and impact on the community.

Mayor Roggenkamp emphasized that the course is established and unlikely to be removed. He suggested focusing on making it a valuable amenity for the city, potentially by implementing fees and including it in the park committee's comprehensive plan.

No specific action was taken, but the mayor stated that the topic would not be regularly revisited unless significant new information or issues arise.

## **Request for Refund of Sewer Hookup Fee**

Interim Administrator Bohnsack presented a request from Evan Meline for a refund of his sewer hookup fee. The fee was paid as part of a building permit in 2021, but the project was never completed, and Meline no longer owns the property.

The council discussed the situation and decided not to refund the fee, citing concerns about setting a precedent.

*Council member Ball made a motion not to reimburse Mr. Meline for the sewer hookup payment that was made as part of the permit. Council member Scott seconded the motion. The motion carried 5-0*

## **Request to Purchase City Owned Lot**

Jerry presented a request from a property owner to purchase a city-owned lot. The council discussed the potential implications of selling the lot and decided not to sell it at this time. They also discussed having the parks and recreation committee review city-owned lots for potential future uses.

*Moroni made a motion that the city is not considering selling the parcel at this time. Jensen seconded the motion. The motion carried 5-0*

## **Edgewater Circle Reconstruction Payment**

### **Approve Payment to Pelican Township for reconstruction city portion of Edgewater Circle \$21,630.45**

The council discussed a proposal to pay Pelican Township for the reconstruction of the city's portion of Edgewater Circle. The total cost for the city's portion is \$21,630.45.

Council members agreed that participating in the project with Pelican Township was beneficial and cost-effective for the city.

*Jensen made a motion to approve payment to Pelican Township for reconstruction of the city portion of Edgewater Circle in the amount of \$21,630.45. Moroni seconded the motion. The motion carried 5-0*

## **City Hall Renovations Update**

### **Furnace Upgrade**

Bohnsack presented information about a proposed furnace upgrade for the city hall. After discussion, the council decided to keep the existing furnace, which is only 4-5 years old, rather than replacing it or adding a modulator.

## **City Hall - Hy Tec Pay Application #7 Invoice**

*Moroni made a motion to pay the Hy-Tec pay application number 7 for \$298,529.47.  
Jensen seconded the motion. The motion carried 4-1, Scott Opposed*

Bohnsack provided update on the city hall renovation project, noting that work is progressing well with sheetrocking, painting, and HVAC installation underway.

## **Announce City Administrator Candidates - Interviews May 14**

Mayor Roggenkamp announced that interviews for the city administrator position are scheduled for May 14th. The candidates to be interviewed are Joshua Wilson, Allie Plosfuss, and Kari Carlson.

## **City Updates**

Mayor Roggenkamp and council members provided updates on recent meetings and discussions, including:

- A joint power board meeting for the fire district on April 14th.
- A finance committee meeting discussing budget processes and the need to address sewer fees.
- A road committee meeting where a street assessment tool was presented.

The mayor proposed holding a special meeting in July to discuss the city's road assessment policy, comprehensive plan, and funding strategies for future projects.

## **Closed Session**

The regular meeting was adjourned at 9:03 pm, and the council entered into an executive session to discuss the Bushman Road project.

Councilmember Brad Scott left before the Closed Session.

## **Move to Closed Session at 9:07 pm**

## **Buschmann Road Easement Acquisition**

## **Adjourn**

The meeting ended at 9:41 pm.