

Breezy Point City Council

Meeting Minutes

August 3, 2026, 6:30 PM

Mayor Roggenkamp called the City Council meeting to order at 6:30 PM on Monday, August 3, 2026.

The Pledge of Allegiance was recited by all present.

Administrator Polsfuss conducted the roll call. Council members Rebecca Ball, Steve Jensen, Todd Roggenkamp, Michael Moroni, and Brad Scott were present. Staff present included Administrator Allie Polsfuss, Zoning Administrator Anthony Moberg, Police Chief Brian Sandell, City Clerk Deb Runksmeier, Public Works Director Joe Zierden, and Nick Peterson with Widseth Engineering.

Open Forum

Mayor Roggenkamp read the Open Forum guidelines into the record, noting that individual remarks are limited to three minutes per speaker and that no council action would be taken. The Mayor asked three times if any residents wished to address the council. Hearing none, Open Forum was closed.

Public Hearing

Ordinance 03-2026 Amending Council Salaries

Administrator Polsfuss provided background, explaining that at the June meeting the council reviewed current council salaries in comparison to surrounding communities and directed staff to adjust both the mayor and council member salaries by \$50 per meeting. Because council salaries are authorized by ordinance, a public hearing was required. Ordinance No. 03-2026 was recommended for approval with an effective date of January 1, 2027. The Mayor opened the public hearing and asked three times if any residents wished to comment. Hearing none, the public hearing was closed. Council member Moroni requested clarification that while the ordinance adoption date and its effective date differ, it would not take effect until January 2027, which was confirmed.

Council member Moroni moved to approve Ordinance 03-2026 to increase council member salaries starting in 2027. Council member Jensen seconded. The motion carried 5-0.

Consent Agenda

Mayor Roggenkamp read all items on the consent agenda into the record.

- Approve City Council Meeting Minutes from July 6, 2026
- Approve Claims Totaling \$158,853.63; Checks: 141272-141334 and eChecks: 4131-4138

- Approve Joint Powers Agreement with Crow Wing County for Police Department Records Management Services.
- Approve Right of Entry Agreement with Minnesota Power.
- Approve Resolution 38-2026 Supporting and Authorizing Application for Sourcewell Third Party Services
- Approve Resolution 39-2026 Supporting and Authorizing the Application for Sourcewell Community Impact Funding
- Approve Resolution 40-2026 Appointing Election Judges for August 11 and November 3, 2026
- Approve Resolution 41-2026 Governing Write-In Vote Counting
- Approve Resolution 43-2026 Decertifying Special Assessment for 2019 Street and Sewer Improvement Project

Council member Moroni requested that item 6.I., Resolution No. 42-26 Declaring Property Surplus and Authorizing its Sale, be removed from the consent agenda and placed as a new Business Item 7.E. for further discussion.

Council member Ball moved to approve the consent agenda as amended with removal of 6.I. Council member Moroni seconded. The motion carried 5-0.

Petition to Rezone Application 26-001

Planning and Zoning Administrator Anthony Moberg presented background on Petition to Rezone Application 26-001, noting that at its July 14, 2026 meeting, the Planning Commission voted to recommend denial of the petition to rezone the described property from Urban Reserve to Commercial. The applicant, Holly Santana, addressed the council.

Council member Jensen stated he had rewatched the Planning and Zoning meeting video and agreed with the recommendation for denial, noting that neighboring residents were not opposed to the food truck itself, but to commercial rezoning of a property never intended to be commercial. Council member Scott expressed sympathy for the property owner and noted that given the surrounding land use, a commercial designation did not seem unreasonable. He questioned whether an interim use permit or home occupation permit might be a viable alternative approach. Council member Ball expressed difficulty in approving a single-lot rezoning to commercial, suggesting it would make more sense if a wider area were being reconsidered. She noted a previous discussion about identifying city locations where food trucks could operate. Council member Moroni agreed that rezoning a single parcel could be viewed as spot zoning, and suggested the city pause enforcement while staff, council, and the planning commission explore broader solutions, including whether food truck operations could be permitted under a different framework near County Road 11. Mayor Roggenkamp stated he was not in favor of the rezoning at this time, commended the applicant for exploring alternatives, and supported directing staff to develop longer-range solutions, whether through ordinance, a designated city area, or other means.

The administrator summarized the council's direction as: (1) deny the rezoning per the Planning Commission recommendation, and (2) place a pause on enforcement while staff and the planning commission work toward a longer-range solution.

Council member Moroni moved to deny the rezoning of the property to commercial and to pause enforcement pending further review by staff, the planning commission, and city council. Council member Ball seconded. The motion carried 4-1, Scott Opposed.

Amend Pequot Lakes Fire District Joint Powers Agreement

Administrator Polsfuss summarized the background, explaining that the City of Breezy Point had initiated discussions with Pequot Lakes regarding the fire district funding formula. The proposed changes included adjusting the operating budget formula to incorporate a 30% weighted consideration for call volume and a 70% weighted consideration for building market value. For the capital budget, costs would be split solely between the two district cities — Breezy Point and Pequot Lakes — based on building market value, with contracted cities no longer contributing to capital expenses. The board approved the new formula at its July meeting but directed implementation to begin with the next budget cycle rather than the 2027 budget, to give contracted jurisdictions time to prepare. The administrator also noted a proposal to rebrand the district from "Pequot Lakes Fire District" to "Northern Lakes Fire District" to better reflect the relationship between both cities, which the board supported.

Mayor Roggenkamp shared that the district meeting was lengthy, and that the city pushed hard to implement the formula change for the 2027 budget but acknowledged it was not achievable given the required supermajority vote threshold. He expressed support for the rebranding as an important step toward equity between the member cities, and stated his view that the fire district should ultimately become a formal taxing district. He noted that a community design contest for the new firefighter patch had already launched. Council member Ball echoed the Mayor's comments and noted the rebranding would help address public confusion about whether Breezy Point is part of the fire district, and that other cities may be more inclined to join with the new name.

Council member Jensen moved to approve the amended Pequot Lakes Fire District Joint Powers Agreement as presented. Council member Moroni seconded. The motion carried 5-0.

2027 Preliminary Budget and Levy Review

Administrator Polsfuss presented the 2027 preliminary budget at a high level. Key highlights included: employee compensation and benefits accounting for approximately 3% of the levy; a reduction in the general fund levy driven largely by moving the Capital Improvement Plan (CIP) out of the general fund into its own dedicated capital fund (Fund 401); a proposed general fund levy of \$3,054,939; and a new capital fund covering items such as a plow truck, skid steer, \$450,000 for 2027 road improvement projects, police equipment including heart monitors and a squad car, and \$60,000 for Phase 1 of the parks master plan. The EDA fund remained stable with no proposed increases, and the cemetery fund proposed a \$6,000 increase to account for administrative time. The debt service fund was noted as going to zero due to delays in the Buschmann Road project, with full debt service payments expected in 2028. The overall proposed levy increase was approximately 7.79%, with the administrator noting it could range between 7.5% and 8% pending final personnel committee items. The administrator clarified that the official preliminary levy approval would be brought back in September.

Council member Jensen moved to approve the preliminary budget and levy as proposed. Council member Ball seconded. The motion carried 5-0.

Approve Pay Application #1 for 2026 Street Improvement Project

Nick Peterson with Widseth Engineering provided an update on the 2026 Street Improvement Project, reporting that the contractor had completed all removals, graded Piney and Bluebird roads, completed milling on the third road, paved the first lift of pavement on the two reclaimed roads, and completed concrete and bituminous driveways. He indicated the contractor was on break and expected to return the following week, with plans to reach 95%+ completion by the end of that week, including one more lift of bituminous, black dirt, finish grading, and seeding. Mayor Roggenkamp noted the visible progress on the roads. The pay application covered work completed through July 27th.

Council member Moroni moved to approve Pay Application #1 for the 2026 Street Improvement Project in the amount of \$164,958.09. Council member Jensen seconded. The motion carried 5-0.

Resolution 42-26 Declaring Property Surplus and Authorizing its Sale

Council member Moroni explained why he had pulled this item from the consent agenda. He noted that while a resident had reached out to inquire about purchasing a city-owned parcel and an agreed-upon purchase price had been developed, he believed the city's past practice had been to declare property surplus and then conduct a closed-bid auction rather than selling directly to the inquiring party. He felt this approach was more transparent and gave all residents an equal opportunity to bid. Council member Jensen agreed, stating it was important to be consistent with past practice. Polsfuss confirmed that under the amended approach, a purchase agreement from the highest bidder would come back to council for approval. The resolution was amended accordingly as Resolution No. 45-2026.

Council member Moroni moved to approve Resolution No. 45-2026 declaring the property surplus and authorizing its sale via closed-bid process. Council member Scott seconded. The motion carried 5-0.

Buschmann Road Project Update

Kevin Kruger of WSB provided a project update, explaining that the design had been extremely complex due to the road's curves, cross slopes, and elevation changes, all of which made it difficult to meet state aid standards. He noted the team had reduced noncompliant curves from 13 down to 2, with the remaining 2 subject to an exclusion process at the district state aid level rather than a formal variance. He expressed confidence that state aid would approve the exclusion and indicated plans to submit the full plan set to state aid by the end of that week. He anticipated a quick turnaround of approximately three days, which would allow advertising to begin within a couple of weeks.

Kruger also discussed the possibility of allowing the contractor to begin work in the fall, potentially leaving some sections in gravel over winter if that approach would yield more competitive bids. Public Works Director Joe Zierden confirmed that a gravel road over one winter season would not present significantly different challenges than other gravel roads. Council member Scott raised a question about whether the exclusion could be denied, and Kruger responded that denial was extremely unlikely and that state aid staff had actually guided WSB toward the exclusion process as the preferred approach. Council member Jensen questioned whether the complexity and delays could have been anticipated earlier in the design process, and Kruger explained that state aid design standards are not applied until

grant funding is secured, as the resulting design changes would otherwise not be cost-justified. Council member Scott noted his long-standing concern that a road with such significant elevation changes and curves was not well-suited for state aid design standards, though Kruger acknowledged that many of the safety improvements to sightlines and driveways would have been recommended regardless. Mayor Roggenkamp noted that a special council meeting in September might be necessary to approve bids depending on the timeline.

Shoreview Lane Maintenance

Public Works Director Joe Zierden reported that one bid had been received to repair Shoreview Lane at approximately \$4,000, which he described as very competitive. Work was scheduled to begin later that week, on Wednesday or Thursday. The scope of work included restoring the riprap grade, hydroseeding, and replacing markers. Staff would also install new live stakes in the fall as requested by the DNR, followed by roping off the area for one additional winter season to allow establishment.

2nd Quarter Financial Update

Administrator Polsfuss presented in place of Janette Rust. As of the second quarter, the city had received approximately 36% of budgeted revenues and spent approximately 44% of budgeted expenditures, resulting in a net position of negative \$330,000. The administrator noted this was expected, as the majority of revenue is received in the third and fourth quarters.

The administrator also noted upcoming dates: Night to Unite was the following day, the primary election was August 11th, and the next city council meeting was moved to Tuesday, September 1st due to Labor Day falling on the regular meeting Monday. Council member Moroni confirmed that the personnel committee had a meeting coming up soon. Mayor Roggenkamp noted that Parks and Recreation had met and had another meeting scheduled in September.

Adjourn

Council member Scott moved to adjourn. Council member Jensen seconded. The motion carried 5-0.

The meeting was adjourned at 7:33 PM.

Submitted by: Deb Runksmeier
City Clerk