

**Breezy Point City Council
December 2, 2024 - 6:30 pm
Regular Meeting Minutes**

The meeting of the Breezy Point City Council was called to order by Mayor Angel Zierden at 6:30 p.m. Roll Call was taken by Interim City Administrator Jerry Bohnsack. Councilmembers present were Rebecca Ball, Steve Jensen, Michael Moroni, and Brad Scott. Staff present included Interim City Administrator Jerry Bohnsack, Deputy Clerk Deb Runksmeier, Finance Specialist Janette Rust, Police Chief Brian Sandell, and Public Works Supervisor Joe Zierden. All stood for the pledge of allegiance.

Approval/Amendment of the Agenda

Interim Administrator Bohnsack asked to moved up the Item 7.D. Bond Certificate before Open Forum.

MOTION MORONI/JENSEN TO APPROVE THE AMENDED AGENDA WITH ADDING ITEM 7.D BOND CERTIFICATE BEFORE OPEN FORUM, MOTION CARRIED 5-0

General Obligation Equipment Certificate Sale

Mikaela Huot with Baker Tilly spoke about the consideration of the award for issuance of city general obligation bond sale. The amount of the bond is \$1,335,000 to reimburse the city for the cost of the fire truck. Fifteen-year term pursuant to the joint powers agreement that was established between Breezy Point and Pequot Lakes. Lowest bid from five bidders with final interest rate was at 3.36% compared to 3.51% one week ago and 3.77% one month ago.

Councilmember Scott feels it is ridiculous to pay an extra expense of \$580,000 in interest for the life of the bonds.

Councilmember Jensen had proposed that we look at paying cash for our portion and it went nowhere.

MOTION MORONI/BALL TO APPROVE RESOLUTION 29-2024 SALE OF EQUIPMENT CERTIFICATES PRINCIPAL AMMOUNT \$1,450,000 WITH AMENDMENT TO WORDING OF CORRECT CITY AND COUNTY, MOTION CARRIED 4-1, SCOTT OPPOSED

Open Forum – No one spoke

Lakes Area Food Shelf

Tammy Larsen from the Lakes Area Food Shelf spoke about their organization and thanked the city for the involvement and support.

Public Hearing 2025 Budget and Final Levy

Finance Specialist Janette Rust presented the 2025 Budget.

Public Hearing was opened by Mayor Zierden.

Bill Toft 31877 Green Scene Drive spoke.

Mikaela Huot clarified that the bonds can be called earlier than ten years with a higher interest rate. Ten years is the standard term.

Interim Administrator Bohnsack spoke how the budget presentation only was about the city's portion of taxes. The county and school district also contribute.

Discussed how the building permit fees effect the budget with anticipated revenue with anticipated costs.

MOTION MORONI/JENSEN TO APPROVE RESOLUTION 30-2024 SETTING THE FINAL LEVY AND BUDGET FOR 2025 AT \$3,384,966, MOTION CARRIED 4-1, SCOTT OPPOSED

Ordinance on Cannabis

Interim Administrator Bohnsack gave an overview of the proposed ordinance that would regulate the retail sale of cannabis and mandates distance to specific locations. Follows the state guidelines. The city is required to have at least one place where retail can be located. Public Hearing was opened by Mayor Zierden. There was no comment from the public.

MOTION JENSEN/MORONI TO APPROVE ORDINANCE 2024-03 TO REGULATE CANNABIS BUSINESS, MOTION CARRIED 5-0

Buschmann Road Update

Interim Administrator Bohnsack shared a memo from WSB with status of Buschmann project. Plans being 90 percent complete. Specks to be complete by the end of December. Right of Way acquisition to be complete by January 31, 2025. Potentially go to council February 3rd to advertise for bids. Open House to schedule for January 8th. Appraisals are waiting for review from attorney. Possible to award the contract by April.

Discussed specific properties that need curb and gutter.

Consent Agenda

- A. November 4, 2024 Regular City Council Meeting Minutes
- B. November 12, 2024 Special Council Meeting Minutes
- C. Approval of Claims Totaling \$321,544.63
- D. Resolution 31-2024 Donation for Police Department

- E. Resolution 32-2024 Donation for Cemetery
- F. Event Parking July 27, 2025
- G. Resolution 33-2024 Donation of Veterans Wreaths for Cemetery

MOTION BALL/MORONI TO APPROVE THE CONSENT AGENDA AS PRESENTED,
MOTION CARRIED 5-0

Audit Services

Reviewed proposal for audit services of CLA. Clarified that this is the last year of a three year agreement.

MOTION MORONI/JENSEN TO APPROVE CONTRACT THE CLIFTON LARSON ALLEN FOR 2024 AUDIT SERVICES, MOTION CARRIED 5-0

ERP Software Service

Finance Specialist Janette Rust spoke about the Enterprise Resource Planning System software that is in the budget to purchase in 2025. Includes onsite training and implementation.

MOTION JENSEN/MORONI TO APPROVE ERP COMPUTER SOFTWARE AND SERVICE CONTACT WITH CIVIC SYSTEMS PURCHASE OF \$92,213, MOTION CARRIED 5-0

Emergency Medical Service Program

Police Chief Sandel spoke about establishing a separate EMS program from North Memorial and the background for establishing. Staff has had trouble meeting the minimum requirement of North with limited time to schedule shifts. Our officers are all in favor of this change.

MOTION JENSEN/MORONI TO RESOLUTION 34-2024 TO ESTABLISH POLICE DEPARTMENT EMERGENCY MEDICAL SERVICE PROGRAM, MOTION CARRIED 5-0

Emergency Medical Service Program Policy

Police Chief Sandel spoke about the EMS Program Policy.

MOTION MORONI/JENSEN TO APPROVE REVISED EMERGENCY MEDICAL SERVICES PROGRAM POLICY AS PRESENTED, MOTION CARRIED 5-0

EMS Controlled Medications Policy

Police Chief Sandel explained the medication policy for the EMS.

MOTION MORONI/JENSEN TO APPROVE THE INCLUDED EMS CONTROLLED MEDICATION POLICY AS PRESENTED, MOTION CARRIED 5-0

EMS and Paramedic Job Description

Police Chief Sandel spoke talked about the amendments to job descriptions for EMS positions to go along with the new program that is different from North Memorial.

MOTION BALL/JENSEN TO APPROVE THE REVISED POLICE POLICY EMT AND PARAMENDIC JOB DESCRIPTIONS, MOTION CARRIED 5-0

2025 Fee Schedule

Interim Administrator Bohnsack spoke about differences from the 2024 Fee Schedule.

MOTION SCOTT/MORONI TO APPROVE RESOLUTION 35-2024 SETTING 2025 FEE SCHEDULE, MOTION CARRIED 5-0

Sand Beach Drive One Way

Public Works Supervisor Joe Zierden spoke about the temporary removal of the on-way signs on Sand Beach Drive. The signs will be replaced in the spring.

Councilmember Jensen shared why he is in favor of the eliminating the on-way traffic with the current projects on Shoreview Lane.

Councilmember Moroni mentioned temporary no parking signs.

MOTION JENSEN/SCOTT TO APPROVE TEMPORARY REMOVAL OF ONEWAY SIGN FOR SAND BEACH DRIVE, MOTION CARRIED 5-0

Pay Project Applications

MOTION SCOTT/JENSEN TO APPROVE PAYMENT TO GLADEN CONSTRUCTION OF \$99,864.24 FOR SHOREVIEW LANE REPAIR PROJECT, MOTION CARRIED 5-0

MOTION MORONI/BALL TO APPROVE HYTEC CONSTRUCTION PAYMENT REQUEST #1 AT \$138,219.54 AND PAYMENT REQUEST #2 AT \$232,981.28 FOR CITY HALL RENOVATION PROJECT, MOTION CARRIED 4-1, SCOTT OPPOSED

Administrator Search

Interim Administrator Bohnsack gave information about the three proposals received from consulting firms for the Administrator search. Cost will be about \$25,000 using any of these organizations. Council shared opinion on the different firms.

MOTION MORONI/BALL TO APPROVE GMT PROPOSAL FOR CITY ADIMISTRATOR RECRUITMENT SERVICES AT \$25,000, MOTION CARRIED 4-1, SCOTT OPPOSED

Staff Reports

Interim Administrator Bohnsack shared an update on the City Hall renovation project. Future meetings to be held at the Public Safety Building training room. The library books were packed up and moved to storage.

Mayor and Council Reports

Councilmember Jensen spoke about the November Roads Committee meeting.

Agenda Forecast

Oath to office for newly elected officials in January. Discuss re-start of committees for councilmembers. Open House for Buschmann Road project.

Adjourn

MOTION MORONI/JENSEN TO ADJOURN, CARRIED 5-0

Meeting ended at 8:19 p.m.

Deb Runksmeier, Deputy City Clerk