

# **Breezy Point City Council**

## **June 2, 2025 - 6:30 pm**

### **Regular Meeting Minutes**

#### **Call to Order**

The meeting was called to order at 6:30 PM.

#### **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.

#### **Consent Agenda**

*Motion to approve the consent agenda as read. Motion by: Moroni Second by: Jensen, Motion Carried 5-0*

The consent agenda was approved, which included:

- Minutes from City Council Meetings on May 5 and May 14, 2025
- Claims totaling \$599,308.29 (E-checks 3838e-3863e and Checks 140090-140158)
- Approval of the sale of 2017 and 2015 Police Explorers to Timothy Tweed
- Resolutions to approve community garden donations
- Authorization to hire seasonal public works employee Alex Stahnke

#### **Open Forum**

No one addressed the council during open forum.

#### **Widseth Engineering**

##### **Roads Capital Improvement Plan**

Nick Peterson from Widseth Engineering presented the Roads Capital Improvement Plan. They inventoried all city streets, assigning pavement ratings and creating associated maps. The plan included budget numbers for paved roads based on condition assessments and recommended improvements.

Key points from the presentation:

- 113 paved roads totaling 42.9 miles were assessed
- Roads were rated on a scale of 1-5, with 1 being the best condition and 5 being the worst

- Estimated total cost to improve all paved roads rated 2-5 is \$16,500,000
- Current road budget would take over 50 years to replace all roads
- Majority of roads are rated 2 or 4
- 51 gravel roads totaling 12.1 miles were also inventoried
- No capital improvements for gravel roads were included in the 10-year plan

The council discussed the plan, asking for clarification on costs and timelines. They acknowledged the need for long-term planning and budgeting for road improvements.

### **Sanitary Sewer Extension - Airport to Terminal**

Peterson presented plans for a sanitary sewer extension from Airport Road to Terminal Road. Key points included:

- Horizontal directional drilling from existing manhole to new proposed manhole
- New manhole will be approximately 23 feet deep to allow for future gravity-fed expansion
- Alignment adjusted to avoid utilities, requiring an easement through the Commander property

*Motion to approve the plans and specifications and authorize advertisement for bids for the sanitary sewer extension project. Motion by: Ball Second by: Moroni, Motion Carried 5-0*

The council approved the motion to move forward with bidding the project.

### **Approve City Administrator Contract Allie Polsfuss**

#### **Employment Agreement**

The council reviewed the employment agreement for new City Administrator Allie Polsfuss. The contract was prepared by the city attorney and signed by Polsfuss. The expected start date is July 1, 2025.

*Motion to approve the contract for Ally Polsfuss as City Administrator. Motion by: Moroni Second by: Jensen, Motion Carried 4-0*

The motion passed, with Councilmember Scott abstaining due to not being involved in the interview process.

### **Accept Resignation Parks and Recreation Committee Members**

The council reviewed resignation letters from two Parks and Recreation Committee members:

*Motion to accept the resignations of Bill Toft and Jody Miller from the Parks and Recreation Committee. Motion by: Moroni Second by: Ball, Motion Carried 5-0*

### **Discussion Parks and Recreation Committee Appointments**

Reviewed past Resolution 05-2023 to Increase Park Board Members. The council discussed the recent increase of Parks and Recreation Committee members from 5 to 7. With the two resignations, the committee is back to 5 members. The mayor recommended keeping the

committee at 5 members for now, while leaving the resolution in place to potentially increase to 7 in the future if needed. The council agreed to this approach.

## **Edgewater Circle Improvement**

City Administrator Bohnsack explained that Pelican Township, co-owner of the majority of Edgewater Circle, plans to do a full depth reclamation of the road. They asked the city to participate in improving approximately a quarter of the road at a cost of about \$21,000. The council previously discussed this and asked staff to look into how it fits with the current assessment policy.

The city informed the Edgewater association that they would be subject to 100% assessment based on the policy. The association requested a hearing on the improvement.

*Motion to hold a public hearing on the improvements to Edgewater Circle Road and the assessments that would be assessed to the property owners in the city of Breezy Point. Motion by: Moroni Second by: Jensen, Motion Carried 5-0*

The council approved the motion to hold a public hearing at the next council meeting.

## **Parkland Dedication Discussion**

The council discussed potential changes to the parkland dedication requirements for new subdivisions. The current policy requires 10% of land value, which some developers feel is excessive. Staff presented information on how other nearby communities handle parkland dedication:

- Brainerd: \$500 per single dwelling or buildable lot
- Nisswa and Pequot Lakes: \$416 per expected resident (about \$1,000 per unit)
- Crosslake: \$1,500 for each individual lot

The council discussed various options, including per-unit fees and considerations for density. They directed staff to draft language for an ordinance amendment that would add options for parkland dedication, including:

- 10% land dedication (current policy)
- Fair market value equivalent
- Per-dwelling unit fee (suggested at \$1,000 per unit)

Staff will bring back draft language for the council to review at the July meeting.

## **Signage Shoreview Lane**

Councilmember Jensen raised concerns about damage to the shoreline and cattails along city-owned property on Shoreview Lane due to ATV and snowmobile use. He suggested installing signage to prevent lake access at this location. The council discussed various options, including signage, fencing, and boulders. Concerns were raised about safety, liability, and effectiveness of different approaches.

The council directed Public Works Supervisor Joe Zierden to consult with the Department of Natural Resources (DNR) about the issue and potential solutions. Joe will report back at the next council meeting with recommendations from the DNR.

## **LELS Notice to Negotiate**

The council was notified that the police union contract expires at the end of the year, and the union wishes to start negotiations. The council agreed to refer this matter to the personnel committee to begin discussions.

## **Discussion Security for Compost Brush Disposal Site - 7947 Dakota Drive**

The council discussed a letter from a resident expressing concerns about security and access control at the compost and brush disposal site. Key points of discussion included:

- Potential for a card access system and gate
- Concerns about commercial vehicles using the site
- Safety and traffic issues in the residential neighborhood
- Past discussions about potentially relocating the site

The council directed staff to research costs for implementing a card access system and gate, including ongoing maintenance expenses. This information will be considered for inclusion in next year's budget. The council also expressed interest in continuing to explore potential alternative locations for the site in the future.

## **City Hall Renovations**

### **HyTec Invoice #8**

City Administrator Bohnsack provided an update on the new city hall construction:

- Carpet and tile installation is complete in office area
- Counter installation has begun
- Asphalt for parking areas has been installed
- Furnishings are expected to arrive next week
- The city hall section is anticipated to be ready around July 1st
- The council chambers will likely be ready in September

*Motion to approve HyTec Invoice #8 for the city hall construction project. Motion by: Ball Second by: Moroni, Motion Carried 4-1, Scott Opposed*

## **Suspend Regular Session**

## **Move to Closed Session at 7:53 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 9:01**

Department Information noted as presented in the packet.

## **Adjourn**

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

The meeting ended at 9:03 pm.

DRAFT