

City of Breezy Point

March 2, 2026 – 6:30 pm

Regular Meeting Minutes

Mayor Roggenkamp called the Regular City Council meeting to order at 6:30 PM on Monday, March 2, 2026.

The Pledge of Allegiance was recited by all present.

Administrator Polsfuss conducted the roll call. Council members Steve Jensen, Todd Roggenkamp, Michael Moroni, and Brad Scott were present. Rebecca Ball was absent. Staff present included Administrator Allie Polsfuss, Police Chief Brian Sandell, Deputy City Clerk Deb Runksmeier, and Public Works Supervisor Joe Zierden.

Open Forum

Mayor Roggenkamp opened the forum and noted that anyone wishing to address short-term rentals should wait until that agenda item. He asked three times if anyone wished to address the council, and hearing no response, closed the open forum.

Consent Agenda

Mayor Roggenkamp read the items on the consent agenda.

- Minutes from February 2, 2026 Regular City Council Meeting
- Minutes from February 3, 2026 Strategic Planning Meeting
- Claims totaling \$319,104.95 (Checks 140904-140984 and eChecks 4082-4104)
- Adopt Eagle View Elementary Site Circulation Study
- Accept Strategic Plan Summary
- Approve Animal Control Enforcement Contract with Lakes Area Wildlife Control
- Approve Revision to Job Description and Authorize Advertisement of Planning and Zoning Administrator
- Approve Sale of 2020 Ford Explorer and Vehicle Purchase Credit Agreement
- Approve Sewer Rate Study Proposal
- Resolution 09-2026 Establish 2026 Polling Place
- Resolution 10-2026 Accept Donation of Defibrillator to Police Department
- Resolution 11-2026 Supporting and Authorizing Application for Sourcewell Internship Reimbursement Funding

Motion: Council member Jensen moved to approve the consent agenda. Council member Moroni seconded. Motion carried 4-0.

Short Term Rental Licensing Process

Administrator Polsfuss provided extensive background on the short-term rental ordinance discussions over the past 5-6 years. She explained that the current process involves a one-

page application with a \$300 annual license fee, but staff finds it difficult to verify compliance with occupancy limits and guest restrictions.

Polsfuss proposed a revised application requiring additional information including legal number of bedrooms, maximum guests allowed, and property plans. She also discussed implementing a basic safety inspection that was always intended in the original ordinance but never implemented. The inspection would cost \$200 per property, bringing the total annual fee to \$500.

Building Official Scott Sadusky explained that inspections would focus on life and safety components, ensuring what applicants put on their applications matches what exists on-site. He emphasized this would level the playing field among all rental operators.

Council discussed that the ordinance calls for inspections and the city has a responsibility to ensure code compliance and public safety.

Several short-term rental operators spoke during public comment to share opinion on the presented inspections and increased license fee.

Motion: Council member Jensen moved to direct staff to revise the short-term rental application with a \$300 fee and life and safety inspection fee of \$200 to be effective January 1, 2027, with renewal notifications sent to license holders in fall 2026. Council member Moroni seconded. Motion passed 3-1. Council member Scott opposed.

Resolution 12-2026 to Approve Plans And Specifications And Authorize Advertisement For Bid For 2026 Street Improvement Projects (CP-02)

Widseth Engineer Nick Peterson presented construction documents for the 2026 street improvement projects, including full depth reclamation of Blue Bird and Piney Way with supplemental aggregate and drainage improvements. For Wren Drive, they proposed mill and overlay with pavement removal and ditching to fix drainage issues. The resolution would allow advertising for bids in March with bid opening on March 30th.

Motion: Council member Moroni moved to approve Resolution 12-2026. Council member Jensen seconded. Motion passed unanimously.

Approve Local Road Improvement Mailbox Policy Update

Public Works Supervisor Joe Zierden explained the policy update would allow upgrading non-conforming mailboxes (4x4 posts, plastic) to conforming swing-away mailboxes during road projects at no cost to residents. The metal U-channel anchored mailboxes are more resilient to snow plowing and reduce maintenance issues.

Motion: Council member Scott moved to approve the local road improvement mailbox policy update. Council member Jensen seconded. Motion carried 4-0.

City Updates

Council member Jensen reported on streets committee discussions covering current road projects and the Pelican Township shared roads agreement.

Administrator Polsfuss requested rescheduling the May 4th meeting due to attendance issues, suggesting May 11th. The council decided to keep the original May 4th date with April 30th as a potential backup.

Polsfuss proposed scheduling a joint meeting of City Council with the Planning Commission for June 1st at 5:30 PM before the regular council meeting. Council members expressed concerns about time constraints, and Polsfuss agreed to send out a poll to find better availability.

Adjourn

Council member Scott moved to adjourn. Council member Moroni seconded. Motion passed 4-0.

Meeting adjourned at 7:35 PM.

Submitted by: Deb Runksmeier
Deputy City Clerk