



CITY COUNCIL WORK SESSION MINUTES

September 15, 2025 at 5:00 PM

7701 County Road 110 West Minnetrista, MN 55364

1) CALL TO ORDER

Mayor Whalen called the meeting to order at 5:00 p.m.

Council present: Mayor Whalen, Council Members Reffkin, Vickery, Lacy, Govern. Staff present: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Community Development Director David Abel Director Of Public Safety Craig Squires, Director of Public Services Gary Peters, Assistant City Administrator Paula Bauman, City Clerk Ann Meyerhoff, City Engineer Alyson Fauske, City Attorney Sarah Sonsala.

2) DISCUSSION ITEMS

a) Building Inspection Cooperation Agreement

City Administrator Kruggel provided an overview of a proposed update to a reciprocal agreement with the City of Victoria for building inspection services, originally established in 2015. The purpose of this agreement is to allow flexibility in staffing by enabling building inspectors from either city to support the other as needed, based on availability and demand. With fewer building permits expected locally—due to limited development remaining in Woodland Cove—the city is exploring options to supplement building department revenue. Victoria currently has more construction activity in the queue, including apartments and new homes, which may result in an immediate need for additional inspection support. The agreement would cover actual costs, including salary and benefits, and would be structured to ensure both cities remain financially whole despite differences in fee schedules. Although no plan review exchanges are currently anticipated, the agreement includes provisions for that possibility should staffing needs arise in the future. Staff emphasized the importance of updating the agreement annually to reflect any wage or cost changes. Council members expressed general support for the concept and appreciated the proactive approach, especially in comparison to hiring outside services. Staff will continue to work with the City of Victoria and legal counsel, aiming to present a revised agreement to the council later in the year, likely in November.

b) Hardscrabble Settlement Agreement Update

The City is grappling with how to enforce a legal settlement agreement made with a resident concerned about construction-related parking on Hardscrabble Point. While the settlement requires temporary no-parking signage in areas of congestion and mandates that construction projects provide on-site parking plans or apply for hardship permits, enforcement has proven difficult. The police cannot issue tickets based solely on the settlement, as it is not an ordinance, and there's ambiguity around what constitutes "construction" parking versus routine maintenance. The City has placed signs in certain areas, but construction vehicles are simply relocating to unmarked spots, and enforcing violations without clear legal authority has become challenging and costly.

To address the issue, the City is planning to draft a new ordinance that would allow enforcement of construction-related parking rules and send a public notice to all Hardscrabble residents explaining the situation and inviting input at a public meeting. The goal is to ensure compliance with the settlement while involving residents in deciding whether to implement no-parking zones or permit-only construction parking. This approach aims to balance legal obligations, enforcement capabilities, and neighborhood concerns.

Despite differing expectations, city council reiterated they are meeting the settlement terms to the best of their ability and are working to balance compliance with fairness and practicality.

c) St Bonifacius Fire Pension Increase Request

The discussion focused on a request from the St. Bonifacius Fire Department to increase their firefighter pension benefit from \$6,350 to \$7,100 per year of service. This increase is based on strong market performance, which has resulted in their pension fund being 112% funded. The council generally supported the request, noting that the increase wouldn't require additional funding contributions but would increase the eventual lump-sum payouts to retired firefighters. They also acknowledged that having a cushion above 100% is prudent in case of future market downturns. While this pension adjustment is separate from ongoing discussions about a potential joint venture between Mound and St. Bonifacius, the council noted that pension structures—particularly Mound's monthly payout model—are a key topic for future meetings. The council agreed to have Administrator Kruggel notify St. Bonifacius of their support and will formalize the decision at the next meeting in October.

d) Drainage Issue Update

City Engineer Fauske provided updates on several miscellaneous drainage issues previously prioritized by the council. The first and most urgent item is near 905 Bayside Lane, where a storm sewer was found to be located outside of its easement and does not reach the property line. To resolve the issue, staff propose installing a new inlet structure and extending the pipe, with estimated construction costs around \$15,000 and total project costs potentially reaching \$20,000 when including legal and engineering fees. Council gave approval for staff to proceed with gathering quotes, noting that final authorization would be needed due to the cost threshold.

The second item involved erosion control on Minneapolis Avenue, particularly in the fire lane area. The city previously received a grant from the watershed district (MCWD) for upstream erosion work but is now looking to install additional ditch checks to control downstream erosion. Staff clarified there was confusion over whether riprap was being proposed all the way to the lake, but the current plan is to install a single check dam. Council agreed staff should continue working on this, confirm MCWD's support, and bring back updated cost estimates after securing quotes.

The third drainage issue involves infiltration and inflow (I&I) in the storm sewer system near County Roads 151 and 110. Staff have requested funding from Hennepin County and expect a response in December. The estimated cost for that project is \$82,000. Council also discussed the possibility of applying for funding through the Met Council,

though it's typically tied to penalty rebates. For now, council agreed to pause action on this item until more information on funding becomes available later in the year.

e) Tobacco Moratorium Ordinance Update

Administrator Kruggel informed council that a deficiency in our Tobacco Licensing city code language has been identified and recommending passing an ordinance establishing a moratorium on tobacco licensing in Minnetrista for up to one year to allow for enough time to update city code.

Council was in agreement to move forward with the draft ordinance establishing this moratorium.

3) ADJOURNMENT

Motion by Councilmember Lacy, seconded by Councilmember Govern to adjourn the Work Session at 6:05 p.m.

Motion passed 5-0.

Respectfully submitted,
Ann Meyerhoff, City Clerk