



JUNE 2, 2025 CITY COUNCIL MEETING MINUTES

June 02, 2025 at 7:00 PM

7701 County Road 110 West Minnetrista, MN 55364

1) CALL TO ORDER

Mayor Whalen called the meeting to order at 7:00 p.m.

- a) Pledge of Allegiance
- b) Introductions: City Council: Mayor Lisa Whalen, Cathleen Reffkin, Claudia Lacy, Peter Vickery, Brian Govern Staff: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Community Development Director David Abel, Director of Public Safety Craig Squires, Assistant City Administrator Allie Polsfuss, Director of Public Works Gary Peters and City Clerk Ann Meyerhoff Consultants: City Attorney Sarah Sonsalla, Kennedy & Graven and City Engineer Alyson Fauske, WSB Engineering
- c) Approval of Agenda
Motion made by Councilmember Reffkin, Seconded by Councilmember Govern.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

2) SPECIAL PRESENTATIONS

3) PERSONS TO BE HEARD

4) CONSENT AGENDA

- a) Approve Work Session Meeting Minutes from May 19, 2025
- b) Approve City Council Regular Meeting Minutes from May 19, 2025
- c) Approve 2025 Step Increases for Non Union Employees
- d) Accept St. Bonifacius Fire Department Contract Reconciliation Request
- e) Accept Resignation for Assistant City Administrator, Allie Polsfuss Effective June 20, 2025
- f) Approve License Agreement for 4090 Enchanted Lane
- g) Res. No. 55-25 Approve Claims
- h) Res. No. 56-25 Approve Equipment CIP Purchase to Replace 2007 Bobcat Skid Loader

Council Member Govern questioned Item G regarding Midco and Mediacom charges for internet. City Administrator Kruggel stated that Midco is our primary ISP and when we did the switch it allows for 2 ISP's to allow Mediacom to be a backup for redundancy.

Council Member Vickery questioned item D for the Fire Department Reconciliation Request wondering why we did not claim the money back. Council Member Reffkin stated that they are going to use it for equipment.

Motion made by Councilmember Lacy, Seconded by Councilmember Reffkin.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery,
Councilmember Lacy, Councilmember Govern

5) PUBLIC HEARINGS

6) BUSINESS ITEMS

a) Water Treatment Plant Update

Aaron Vollmer presented a progress update for the Water Treatment Plant which included:

- 3D Layout Review and Architectural Renderings
- Cost Update
- Final Schedule

b) Res. No. 57-25 Approve Change Order #1, 2025 Street Improvement Project

City Engineer Fauske stated that on March 17, 2025 City Council awarded the contract for the 2025 Street Improvement Project to Asphalt Surface Technologies Corporation (ASTECH). During the reclamation of Windridge Trail crews encountered fabric in the street section. Fabric was placed in roads to stabilize and reinforce the street.

Public Works asked ASTECH for a price to resurface Williams Lane. There isn't a watermain in Williams Lane so the next street improvement project is expected to be reconstruction so that watermain can be extended and services installed. This work is not expected to take place within the next 10 years, therefore Public Works proposes that ASTECH resurface the road to improve the surface condition until a street improvement project can be completed.

ASTECH provided a \$36,022.66 quote to overlay Williams Lane. The contractor also submitted a quote for an ultra-thin bonded wear course (UTBWC) in lieu of an overlay. An UTBWC is similar to an overlay and consists of applying polymer to the surface and a layer of asphalt. The price is \$27,878.36 and is included in Change Order 1.

Council Member Reffkin asked about the drainage on Williams.

Public Works Director Peters responded that there is a ditch on the one side so it drains there and goes into the culvert so we have never had an issue with that.

Motion made by Councilmember Reffkin, Seconded by Councilmember Vickery.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery,
Councilmember Lacy, Councilmember Govern

c) Approve Public Safety Training Center Quotes

City Administrator Kruggel presented that the City solicited quotes to modify the current vacant space in the Public Safety Building to develop it into a virtual training center using MILO technology.

Two quotes have been secured to perform the construction related to the virtual training center and additional storage area in the Public Safety Building.

DDK construction is the apparent low quote at \$139,350. The second quote from Villamil Construction Co came in at \$179,287.

Kruggel recommended utilizing the public safety grant received from the State of Minnesota in 2023 for this project. Council had a discussion on different ways to fund the remaining balance that is not covered in the grant.

Motion made by Councilmember Vickery, Seconded by Councilmember Lacy.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy.

7) ADMINISTRATIVE ITEMS

a) Staff Reports

City Administrator Kruggel

- Bus Tour tomorrow night at 5:30 p.m. June 3, 2025

b) Council Reports

i) Mayor Lisa Whalen

- Continued Fire Commission Meetings
- Northwest League
- Mediation

ii) Cathleen Reffkin

iii) Claudia Lacy

iv) Peter Vickery

v) Brian Govern

- Attended the Planning Commission Meeting which only had one item on the agenda which was tabled.

8) ADJOURNMENT

Motion made by Councilmember Reffkin, Seconded by Councilmember Lacy to adjourn the meeting at 7:46 p.m.

Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy