



CITY COUNCIL MEETING MINUTES

June 01, 2026 at 6:30 PM

7701 County Road 110 West Minnetrista, MN 55364

Pursuant to Minnesota Statutes, section 13D.02, one or more council members may participate remotely.

1) CALL TO ORDER

- 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 Paula Bauman, Director of Public Works Gary Peters (Remote) Consultants: City Attorney Sarah Sonsalla, Kennedy & Graven (Remote) and City Engineer Alyson Fauske, WSB Engineering
- c) Approval of Agenda
Motion made by Councilmember Lacy, Seconded by Councilmember Vickery to approve the Agenda as presented.
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 18, 2026
- b) Approve City Council Regular Meeting Minutes from May 18, 2026
- c) Res. No. 62-26 Approve Claims
- d) Res. No. 63-26 Approve Application from R. Carol Spalding for a Conditional Use Permit to Allow for the Construction of a Guest Home over 1,000 square feet at 2501 County Road 92
- e) Approve Conditional Offer of Employment to Richard Griffiths for the position of Police Officer
- f) Approve Termination of Officer Robbins
- g) Accept Resignation of Police Officer Brandon White
Motion made by Councilmember Reffkin, Seconded by Councilmember Govern to approve the Consent Agenda.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

5) PUBLIC HEARINGS

- a) Nuisance Declaration - 9550 West Hill Road
Mayor Whalen opened the public hearing at 6:34 p.m.

For the public hearing regarding 9550 W. Hill Road, staff presented Resolution 6426, which would declare the property a public nuisance and issue an abatement order. The resolution provides the property owner until August 1, 2026, to correct identified violations related to storage of materials, home occupation regulations, and nuisance conditions as outlined in Chapter 5 of the City Code. Staff reviewed the history of the matter, noting that initial correspondence was sent in September 2025, followed by City Council discussion on November 17, 2025, when additional time was granted for corrective action over the winter months. The issue returned to Council on March 2, 2026, when staff was directed to further examine the property and pursue an administrative search warrant if necessary. The warrant was ultimately not required, as the property owner granted access to the site, allowing staff and police to inspect the property and document conditions. On May 18, 2026, Council directed staff to schedule a public hearing and bring forward the nuisance declaration and abatement order for consideration at the June meeting. No questions were raised by the Council following the staff presentation.

Attorney David Schulz, 80 S 8th St Ste 900, Minneapolis, appeared on behalf of property owner Bob Bosma regarding the proposed nuisance declaration for 9550 W. Hill Road. Mr. Schulz informed the Council that he had photographs documenting recent cleanup efforts and stated that additional photos could be provided electronically. He explained that Mr. Bosma contacted him after criminal charges related to the property were filed and noted that a pretrial hearing in the matter was scheduled for July 14, 2026. Mr. Schulz stated that, following the City's inspection of the property in April 2026, significant progress had been made toward cleanup. He reported that approximately 48 vehicles had been removed from the site, including larger vehicles such as tow trucks and a school bus, with the assistance of a company hired to transport the vehicles. He further noted that areas of the property previously occupied by vehicles had been cleared, although additional cleanup work remained. Mr. Schulz stated that Mr. Bosma understood he had until July to address the property conditions and had been working diligently to do so despite being 88 years old and recently spending several weeks hospitalized. He emphasized that substantial progress had been made over the previous 60 days and requested that the Council consider those efforts in its deliberations.

The Council discussed the proposed August 1, 2026, deadline for compliance with the nuisance abatement order and the process that would follow if the property remained out of compliance. City Attorney Sarah Sonsalla explained that if the nuisance conditions were not corrected by the deadline, the City would have authority under its code to abate the property. She recommended obtaining a court order before entering the property and removing items, given the scope of the work and the property owner's rights. Ms. Sonsalla stated that the City would likely initiate a court action after the deadline, allowing the property owner an opportunity to respond before seeking judicial authorization to proceed with abatement. She further noted that the anticipated cost of abatement could exceed \$100,000 and may require the City to solicit bids for the work.

City Administrator Kruggel inquired about how the July 14, 2026, criminal pretrial hearing would relate to the proposed August 1 compliance deadline. Attorney David Schulz responded that, from his client's perspective, he would likely request a continuance of the criminal matter until after August 1 to allow additional time to demonstrate compliance and potentially negotiate a resolution of the criminal case. Ms. Sonsalla clarified that the criminal proceedings and nuisance abatement process were separate matters, noting that criminal penalties such as fines or jail time would not

resolve the underlying nuisance conditions on the property. She stated that even if the property owner were convicted of the criminal offense, the City could still be required to pursue abatement if the nuisance conditions remained uncorrected.

During the public hearing, Fred Hempel, 9620 46th Street, Watertown, addressed the Council regarding the condition of the property. Mr. Hempel stated that he believed comments had been made suggesting the west side of the property had been completely cleared; however, based on his observations, he disagreed and stated that the area was “not even close to clear.” Council members acknowledged that the current condition of the property could be verified through future inspections.

Ken Vanderlinde, 9450 W. Hill Road, spoke in support of cleaning up the property while acknowledging his long-standing positive relationship with Bob Bosma and his family, who have been neighbors for approximately 30 years. Mr. Vanderlinde stated that he had observed some progress, including the removal of several large loads of vehicles and materials, but characterized the work completed to date as only a small fraction of what remains on the property. He expressed concern that while some items had been removed, additional materials appeared to have been brought onto other areas of the site. Mr. Vanderlinde noted that the condition of the property negatively affects neighboring property values and could impact his ability to sell his property in the future. He also cited concerns related to mosquitoes, pollution, and general property maintenance. While emphasizing that he held no personal animosity toward Mr. Bosma and appreciated recent cleanup efforts, Mr. Vanderlinde urged continued and more substantial progress and expressed support for the City’s efforts to ensure the matter is resolved without further delay.

After speaking to the owner Mr. Schulz asked that the deadline be move from August 1 to September 1.

During Council deliberations on the nuisance declaration and abatement order for 9550 W. Hill Road, Mayor Whalen emphasized the seriousness of the matter and the potential consequences of failing to achieve compliance. It was noted that, in addition to the pending criminal proceedings, the City could proceed with abatement of the property if corrective actions were not completed by the established deadline. Council explained that any costs incurred by the City for abatement would be assessed against the property and placed on the tax roll, requiring payment in the following year. Council further noted that failure to pay those assessments could ultimately result in foreclosure proceedings. Following discussion, Council reached consensus to extend the compliance deadline and establish September 1, 2026, as the date by which the nuisance conditions must be corrected. The abatement order was approved with the revised deadline, and the property owner was advised that the City would proceed with enforcement actions if compliance was not achieved by that date.

Attorney David Schulz stated for the record that he does not represent Mr. Bosma in matters related to the nuisance abatement or real property enforcement, and that his representation is limited to the criminal case. Mr. Schulz indicated he would ensure that Mr. Bosma is made aware of the City’s statements regarding potential enforcement actions and associated consequences, or would assist him in obtaining counsel to advise him on the abatement and property-related issues.

i) Res. No. 64-26 Declaring 9550 West Hill Road a Public Nuisance and Issuing an Abatement Order

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

Mayor Whalen closed the Public Hearing at 7:42 p.m.

6) BUSINESS ITEMS

a) Early Voting 18- Day Option Consideration

The Council discussed recent state legislation affecting absentee and early voting administration. Staff explained that municipalities must now choose whether to continue administering the full absentee ballot voting period or transition to administering only the 18-day direct ballot (early voting) period. During discussion, Council members asked whether the decision could vary by election type, such as extending the voting period during presidential election years. Staff clarified that the chosen method must be used for an entire election cycle, including both primary and general elections, but that the Council could reconsider its approach in future election cycles. Staff further noted that voters would continue to have the option of voting by mail regardless of the decision and that absentee voting would begin on June 26, while the 18-day early voting period would begin on July 24. Council members discussed voter participation levels, administrative workload, and voter convenience before expressing support for implementing the 18-day early voting option for the current election cycle and evaluating its effectiveness before future elections.

Motion made by Councilmember Vickery, Seconded by Councilmember Reffkin to transition into administering 18 day Early Voting instead of 46 days of absentee. Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

b) Westedge/North Saunders Trail Replacement - Accept Quotes and Award Contract

City Engineer Fauske presented a summary of the Westedge Boulevard Trail Project and recommended awarding a contract for trail replacement. Council was reminded that the project had originally been included as a bid alternate in the 2026 Street Improvement Project; however, due to a data-entry error affecting the low bid for the street project, the alternate was not included when the contract was awarded. Staff subsequently prepared a separate quote package and distributed it to four contractors. Following pavement core sampling by Public Works, it was determined that the existing trail required full removal and replacement rather than a mill-and-overlay approach, and the revised information was included in the quote package. Two quotes were received, one from JBT Blacktopping and one from WM Mueller & Sons. Staff noted that JBT's proposal did not include traffic control or sodding, while WM Mueller & Sons submitted the lower quote for asphalt work and was also more cost-effective than City forces for the removal portion of the project. Based on the evaluation, Fauske recommended awarding the base bid and alternate bid to WM Mueller & Sons in the amount of \$61,283.40, with funding to be provided through the Park Fund. In response to a Council question, Fauske confirmed that the replacement trail would be constructed to a thickness of approximately three inches, allowing for future mill-and-overlay maintenance rather than full replacement.

Motion made by Councilmember Govern, Seconded by Councilmember Reffkin to Accept Quotes and Award Contract to WM Mueller & Sons for Westedge/North Saunders Trail Replacement.

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

c) 2026 Pavement Maintenance - Accept Bids and Award Contract

City Engineer Fauske presented the 2026 Pavement Maintenance Project following Council approval of plans and specifications at the April 20 meeting. The project includes surface treatments such as crack filling, seal coating, fog sealing, and pavement rejuvenation, and was coordinated as a joint effort with the City of Excelsior and the City of Minnetrista to achieve cost efficiencies through a larger combined contract. Staff reported that bids were received for the project, with Allied Blacktop Company identified as the low bidder for crack fill, seal coat, and fog seal work, and Corrective Asphalt Materials submitting a bid for the pavement rejuvenator portion, which came in below the engineer's estimate. Pearson Brothers also submitted a higher bid for the base maintenance work.

Staff noted that the pavement rejuvenator product is relatively new but has been used previously by the City, with safeguards such as catch basin filters implemented to prevent runoff issues experienced in prior applications. Discussion followed regarding the function, timing, and expected lifespan benefits of the rejuvenator, with staff and engineering consultants explaining that it is typically applied to newer pavement within a few years of construction and may extend pavement life by approximately 10 to 15 years through multiple applications.

The total project cost was outlined at approximately \$271,250 for pavement maintenance work and \$57,000 for the rejuvenator portion, with each jurisdiction paying its respective share directly to the contractors under separate payment structures. Staff recommended awarding the contract as presented to the low responsible bidders and confirmed that the joint contracting approach remains cost-effective due to reduced mobilization costs. Council expressed support for the project and the use of pavement rejuvenation technology based on engineering review and past performance.

i) Res. No. 66-26 Accept Bids and Awarding Contract for the 2026 Pavement Maintenance Project - Crack Fill, Sealcoat & Fog Seal

ii) Res. No. 67-26 Accept Bids and Awarding Contract for the 2026 Pavement Maintenance Project - Reclamite

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

7) ADMINISTRATIVE ITEMS

a) Future Agenda Items

Tobacco Ordinance (6-15-2026 WS)

Lift Assist Ordinance (6-15-2026 WS)

Budget Kick - Off (6-15-2026 WS)

Water Rate Adjustments Effective July 1, 2026 (6-15-2026 WS/RM)

Land Lease for Cell Tower Discussion (6-15-2026 WS)

Water Meter Software Update (7-13-2026 WS)

b) Staff Reports

- Bus Tour

c) Council Reports

i) Mayor Lisa Whalen

- Attending the Northwest League Meeting
- Groundbreaking for the Water Treatment Plant

ii) Cathleen Reffkin

- Attended the Parks and Planning Commission Meetings
- Park Night - July 14th
- Spreadsheet to track phone calls about utility billing changes in July

iii) Claudia Lacy

iv) Peter Vickery

- Attended the Pioneer Sara Creek Watershed Meeting

v) Brian Govern

8) ADJOURNMENT

Motion by Reffkin, seconded by Govern to adjourn the meeting at 7:37 p.m.

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

Lisa Whalen, Mayor

ATTEST:

Ann Meyerhoff, City Clerk