



APRIL 21, 2025 CITY COUNCIL MEETING MINUTES

April 21, 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 7:02 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 Lacy, Seconded by Councilmember Govern.
Voting Yea: Mayor Whalen, Councilmember Reffkin, Councilmember Vickery, Councilmember Lacy, Councilmember Govern

2) SPECIAL PRESENTATIONS

- a) 1st Quarter 2025 Financial Update
Finance Director Grimm presented the 1st quarter 2025 financial update

3) PERSONS TO BE HEARD

Paul Lange, 6700 Woodedge Rd, stated to Council that the road where he lives is just a mess with potholes and dust and would like to look into what it would take to get it paved.

Mayor Whalen said that the residents would have to be assessed, and it could be 10-12 thousand. The City will have to check with City Engineer and get a high-level estimate to know if it fusible. It would not done until 2027 with everything that is already approved for 2025 & 2026.

Mr. Lange expressed that he would like to see what the possible assessment would be so that he and his neighbors can prepare for it.

Jasper inserted that we would get estimates and talk about it during a CIP meeting. Mayor Whalen said she would like to see it at a work session maybe in August or September.

4) CONSENT AGENDA

- a) Approve Work Session Meeting Minutes from April 7, 2025
- b) Approve City Council Regular Meeting Minutes
- c) Approve conditional Offer of Employment for Police Officer Melissa Robbins

- d) ~~Approve Plans and Specifications and Authorize Advertisement of Bids for the Security Camera System Project~~

- e) Res. No. 42-25 Approve Claims

Council member Reffkin requested Item 4d to be removed from the Consent Agenda for further discussion.

Motion made by Councilmember Reffkin, Seconded by Councilmember Vickery to approve the Consent Agenda with item 4d removed.

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

Council member Reffkin questioned the price of the equipment and why are we just going with what USA Security is giving us and not letting the vendors come in with bid.

Administrator Kruggel explained that we are going with the camera systems that we already use for cost and the police are very familiar with this system.

Chief Squires stated that the current system stores video that they are familiar with when downloading information to for attorneys and data requests.

Kruggel added that we are retrofitting our existing system so that is why we chose to stay with this system but if Council wants to get a whole new system we can definitely do that. He expressed that he thinks it would most likely be more expensive and would like to see hiring somebody to facilitate the bidding process that is more of a camera expert.

Council Member Reffkin stated that she would like to see other options from different companies.

City Attorney Sonsalla added that with the project being over \$175,000 it is required to competitively bid it. That means we can have somebody write the specs and they can write them very specifically or more broadly, but whatever comes back we have to take the lowest bidder which may not be the best choice.

Jasper takes the police input because they are the ones that use it the most.

Mayor Whalen instructed staff to find out how much it will cost to hire someone to put together a bid package and bring it back to the next work session in May.

5) PUBLIC HEARINGS

6) BUSINESS ITEMS

- a) Res. No. 43-25 Opposition to HF 4124 and SF 4689 - Homeowners Association Reform Bills

Administrator Kruggel summarized Resolution 43-25 stating that the City of Minnetrista is in opposition to these bills which propose reforms to homeowners associations and common interest communities and recommended formalizing this stance through the resolution.

Motion made by Councilmember Govern, Seconded by Councilmember Lacy to approve Res. No. 43-25 Opposition to HF 4124 and SF 4689 – Homeowners Association Reform Bills.

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

7) ADMINISTRATIVE ITEMS

a) Staff Reports

b) Council Reports

i) Mayor Lisa Whalen

- State of the City Address – May 29th
- Recycle Day – May 3rd
- Trista Day – May 17th
- Bus Tour – June 3rd

ii) Cathleen Reffkin

iii) Claudia Lacy

- Police Chief of Orono gave a presentation on distractive driving because of cell phones. Orono has cameras that track this.

iv) Peter Vickery

- Second treatment for Whaletail has been postponed until 2026

v) Brian Govern

8) ADJOURNMENT

Motion made by Councilmember Reffkin, Seconded by Councilmember Lacy to adjourn the meeting at 8:02 p.m.

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

Respectfully submitted,

Ann Meyerhoff, City Clerk