



## CITY COUNCIL MEETING MINUTES

October 06, 2025 at 6:30 PM

7701 County Road 110 West Minnetrista, MN 55364

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### 1) CALL TO ORDER

Mayor Whalen called the meeting to order at 6:30 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 Paula Bauman, 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

- a) Three Rivers Park Commissioner - Marge Beard  
Ms. Beard gave a presentation on what projects Three Rivers Parks has been involved with.

### 3) PERSONS TO BE HEARD

### 4) CONSENT AGENDA

- a) Approve Work Session Meeting Minutes from September 15, 2025
- b) Approve City Council Regular Meeting Minutes from September 15, 2025
- c) Res. No. 80-25 Approve Claims
- d) Res. No. 81-25 Adopt Certification for Unpaid Utility Fees to 2026 Taxes
- e) Res. No. 82-25 Support the Acquisition of 6801 County Road No. 15 by Three Rivers Park District
- f) Res. No. 83-25 Approve front yard and lakeshore setback variances at 3275 County Road 44
- g) Res. No. 84-25 Approving the Minnesota Wetland Conservation Act (WCA) Wetland Replacement Plan Application for Westonka High School Improvements
- h) Accept Grant Agreement for Funding of a Ballistic Shield and Transport Bag  
Councilmember Govern asked to have item d removed for discussion. Certification for Unpaid Fees to 2026 Taxes.

Motion made by Councilmember Vickery, Seconded by Councilmember Reffkin to adopt the consent agenda with item d removed for discussion.

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

Councilmember Govern raised a concern about the proposed 5% annual interest rate and \$30 administrative fee applied to delinquent utility accounts being certified to property taxes. He questioned whether the rate was sufficient given that the current prime rate is around 7.25% to 7.5%, noting that many property owners appear to be using this process as a routine method of payment, which the city may want to discourage.

Finance Director Grimm responded that the 5% interest and \$30 fee have been standard, and while rates may fluctuate, this approach is considered fair. They clarified that these fees are in addition to any late fees already applied and that the assessment is essentially a one-year charge due with the 2026 property taxes. It was also noted that the county charges only a nominal fee for collections, which is offset by the administrative fee. With no further concerns, the council moved toward approving the item to adopt the certification for unpaid utility fees.

Motion made by Councilmember Govern, Seconded by Councilmember Reffkin adopt Res. No. 81-25 Adopt Certification for Unpaid Utility Fees to 2026 Taxes.

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

## **5) PUBLIC HEARINGS**

## **6) BUSINESS ITEMS**

### **a) Consider Approval of the Authorization of a Sixteenth Police Officer**

Chief Squires addressed the need to authorize a 16th police officer position in anticipation of staffing shortages due to one current long-term leave and another officer expected to go on family leave early next year. With the new Family Leave Act allowing up to 20 weeks of leave, and considering the demands of maintaining 24/7 police coverage, the additional officer would help ensure adequate staffing, improve officer safety, maintain consistent patrol coverage, and reduce response times.

Councilmembers were generally supportive of the idea, though concerns were raised about funding the position, as it is currently unbudgeted and the city cannot increase the tax levy. Staff explained that posting the position now would allow them to assess available candidates, and if a suitable hire is found, the council could then decide on funding options, such as reallocating funds from the street CIP, equipment levy, or fund balance. However, it was noted that the general fund is already projected to be at its minimum. Council agreed it was wise to begin the search process, with job postings expected soon, while further discussions about funding would occur once a candidate is identified.

Motion made by Councilmember Lacy, Seconded by Councilmember Govern to Approve Authorization of a Sixteenth Police Officer.

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

b) Consider Workout on Duty Policy

The Council discussed a proposed "Workout on Duty" policy presented by the Public Safety Department, emphasizing the importance of employee wellness and its benefits for physical and mental health, as well as officer retention. The policy, modeled after those in several Hennepin County agencies, was reviewed by both the city attorney and the city's insurance provider. It allows one officer at a time to work out while on duty, provided they remain in uniform (minus gear like the vest), have no pending calls, and have completed all required paperwork. Officers must monitor their radios at all times, and workout time must come from existing paid break or lunch periods, with no additional time granted. The Personnel Committee reviewed the policy over two meetings and raised concerns about potential worker's compensation exposure despite waiver agreements. The Committee ultimately recommended a trial implementation, with a follow-up report from the Chief in six months detailing usage, frequency, and any misuse of the policy.

Motion made by Councilmember Lacy, Seconded by Councilmember Govern to Approve Workout on Duty Policy.

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

c) Res. No. 85-25, 86-25 Award of Water Treatment Plant Bid to Magney Construction

Aaron Vollmer, AE2S, presented an update on the water treatment plant project, including the results of the recent bid opening. Three bids were received, with Magney Construction submitting the lowest bid at \$21.3 million. Two bid alternates were discussed: the removal of an external clear well for a \$1.655 million deduction (not recommended), and additional architectural treatments for \$281,000 (optional aesthetic enhancements). The base bid includes full treatment capacity and clear well storage to meet projected water needs through at least 2040, possibly 2060.

Council discussed the necessity of proceeding with the project due to current system capacity limits and future development demands. While some members of the public voiced appreciation for the project and supported aesthetics enhancements, council members were split. Some favored the \$281,000 aesthetic add-on to better integrate the building into the neighborhood; others cited budget constraints and emphasized investing in long-term landscaping as a more cost-effective alternative. It was noted that the project is already over budget and additional costs would impact user fees.

Regarding funding, the city has not received bonding money from the state, and delaying for potential funding could increase costs and delay the project further. However, staff confirmed the city could proceed and still apply for bonding aid later, adjusting the contract if funding is awarded.

The proposed water plant is designed to address manganese and iron levels and ensure compliance with Minnesota health standards. Council discussed long-term water storage solutions, noting that additional storage may be needed around 2040, though not at the current site. The current plan is expected to provide sufficient water for projected development through at least 2040–2060. Aesthetic modifications may still be explored at no or low cost.

Motion made by Councilmember Reffkin, Seconded by Councilmember Vickery to Approve Resolution 85-25 to Accept Bids and Award a Contract for the Construction of the Woodland Cove Water Treatment Facility to Magney Construction, Inc. for their low base Bid of \$21,329,000.00 without Alternate 1 and Alternate 2.

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

d) Res. No. 87-25 Call for Public Hearing on Street Reconstruction Bonds

Finance Director Grimm presented the next steps for the 2026 street reconstruction project, specifically the need to call for a public hearing regarding the issuance of bonds under Minnesota Chapter 475. Unlike previous projects funded through 429 bonds—which require at least 20% of project costs to be assessed to property owners—these bonds may not involve assessments. Staff introduced Resolution No. 87-25, which sets a public hearing for the adoption of the Street Reconstruction Plan and the issuance of associated bonds. The public hearing is scheduled for November 3rd at 6:30 p.m. at City Hall.

Motion made by Councilmember Govern, Seconded by Councilmember Reffkin to Adopt Resolution 87-25, Call for Public Hearing on Street Reconstruction Bonds.

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

e) Res. No. 88-25 Install Four-Way Stop at Lotus Drive and Sunset Lane/Wolfberry Curve

City Engineer Fauske presented a proposal to install a four-way stop at the intersection of Lotus Drive, Sunset Lane, and Wolfberry Curve in response to multiple resident complaints regarding limited visibility and safety concerns. Sightline obstructions caused by monuments, vegetation, and the curvature of the road were noted, making it difficult for both drivers and pedestrians to safely navigate the intersection. A traffic engineer reviewed the location and recommended the addition of stop signs on eastbound and westbound Lotus Drive to create a four-way stop. Staff also proposed installing two permanent advance warning signs and temporary signage to alert drivers of the new traffic control, with a total cost of approximately \$500, plus Public Works labor. The mayor requested pedestrian crosswalk striping for increased safety, which staff confirmed could be installed at two locations where sidewalk connections exist, avoiding areas without proper landings. Council discussed and supported the proposal.

Motion made by Councilmember Reffkin, Seconded by Councilmember Govern to Adopt Resolution 88-25, Install Four-Way Stop at Lotus Drive and Sunset Lane/Wolfberry Curve.

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

## 7) ADMINISTRATIVE ITEMS

a) Staff Reports

City Administrator Kruggel gave an update on bonding.

b) Council Reports

i) Mayor Lisa Whalen

- Minnesota Mayor's Association Fall Get Together

ii) Cathleen Reffkin

- Personnel Committee Meeting
- Fire Partnership Meeting

iii) Claudia Lacy

- Gillespie Center 25<sup>th</sup> Anniversary

iv) Peter Vickery

v) Brian Govern

## 8) **ADJOURNMENT**

Motion made by Councilmember Reffkin, Seconded by Councilmember Vickery to adjourn the meeting at 7:37 p.m.

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

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