



MINUTES
CITY COUNCIL - WORKSHOP
MAPLE PLAIN CITY HALL
April 29, 2025
5:30 PM

1. CALL TO ORDER

Mayor Julie Maas-Kusske called the meeting to order at 5:30 PM

PRESENT: Mayor Julie Maas-Kusske, Councilmember Rochelle Arvizo & Councilmember Andrew Burak

ABSENT: Councilmember Mike DeLuca & Councilmember Connie Francis

STAFF PRESENT: City Administrator Jacob Kolander, Assistant City Administrator Kevin Larson, and Assistant City Engineer Matt Bauman

2. ADOPT AGENDA

Councilmember Burak made a motion to approve the meeting agenda. Seconded by Councilmember Arvizo.

Voting Yea: Mayor Maas-Kusske, Councilmember Arvizo, Councilmember Burak.

Motion Passed 3-0

3. DISCUSSION

A. Capital Improvement Plan (Streets)

Assistant City Engineer Bauman summarized the next steps in the City's capital improvement plan for the years 2026 through 2034. In 2026, the intention is to replace roads, sewer, water, and storm infrastructure on Main Street East and the downtown corridor streets. Industrial Street is also ready for a mill and overlay to extend its life. Howard Avenue is on the docket for replacement in 2030; however, the dip south of Main Street East could be addressed with a patch in 2026. On Independence Street (West of Budd Avenue) and Main Street West, a complete reconstruction is planned for 2034, and seal coating on the mill/overlay can be skipped until the full reconstruction.

The initial estimate for the 2026 street improvement project will total \$4.4MM. The next steps in the City's Capital Improvement Plan process include presenting a feasibility study proposal in August 2025, followed by a public hearing on the proposed

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improvement plan in November 2025. In March 2026, the Engineering Department will solicit bids for the project, with construction scheduled to begin in June 2026.

Council Direction: Move forward with the planning for the 2026 street improvement, do not seal coat Independence Street (West of Budd Avenue) & Main Street West, look at the possibility of addressing the dip on Howard Avenue, and work towards the timeline presented.

B. Insurance Liability Limits

City Administrator Kolander discussed the requirement that individuals and organizations renting City facilities provide proof of general liability insurance. As outlined in the League of Minnesota Cities Insurance Trust (LMCIT) Liability Coverage Guide, independent users are not covered under the City's municipal insurance, and LMCIT recommends that cities require renters to secure their own liability coverage and list the city as an additional insured when appropriate. The City has always required a minimum of \$1,000,000 per occurrence in general liability insurance for facility use.

Staff recommends that the City maintain the existing \$1,000,000 liability coverage for facility rentals.

Council Direction: Keep the \$1,000,000 liability coverage requirement and create an official policy for the council to approve.

C. Painting the Exterior of the Fire Hall

City Administrator Kolander provided an overview of the need for repairing and painting the exterior of the Fire Hall. The fire hall has received recent updates, including LED lights and a roof inspection. Painting the fire hall is the next item on the maintenance list. The funding for painting the fire hall would come from the capital improvement funds.

Discussing - the Council would like to know if the fire hall exterior material is a material the contractor works with regularly, and would like the base of the fire department building to be repaired.

4. COUNCIL REPORTS AND OTHER BUSINESS

A. Municipal Advisor RFP results

City Administrator Kolander discussed the financial RFP process and the decision to move forward with Elhers for bonding.

B. Other business

Fire department hiring: Jacob is considering an administrative hiring freeze due to the merger, PERA implications, and the cost of training. The Council supports the temporary hiring freeze until the merger with the West Suburban Fire Department gets sorted out.

5. FUTURE WORKSHOP TOPICS

A. Parking Restrictions

B. Code of Conduct

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C. Park Improvements and Maintenance

D. Board of Equalization & Appeal

6. ADJOURNMENT

Councilmember Burak made a motion to adjourn. Seconded by Councilmember Arvizo.

Voting Yea: Mayor Maas-Kusske, Councilmember Burak, and Councilmember Arvizo.

Motion passed 3-0

Council Adjourned at 6:23

I, the undersigned, Jacob Kolander, City Administrator in and for the City of Maple Plain, Minnesota,
do hereby certify that the above and foregoing is a true and correct copy of the minutes.

Respectfully submitted by:



DRAFT

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