



MINUTES
CITY COUNCIL - BUSINESS MEETING
MAPLE PLAIN CITY HALL
January 26, 2026
7:00 PM

1. WELCOME

PRESENT: Mayor Julie Maas-Kusske, Councilmember Mike DeLuca, Councilmember Connie Francis, Councilmember Andrew Burak & Councilmember Rochelle Arvizo

STAFF PRESENT: Director of Public Safety Matt DuRose, City Engineer Dave Martini, Assistant City Engineer Matt Bauman, and Assistant City Administrator Kevin Larson

2. CALL TO ORDER

Mayor Maas-Kusske called the meeting to order at 7:00 PM

3. PLEDGE OF ALLEGIANCE

4. ADOPT AGENDA

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

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

Motion Passed 5-0

5. VISITORS TO BE HEARD (A completed public comment form should be presented to the City Administrator prior to the meeting; presentations will be limited to 3 minutes. This session will be limited to 15 minutes.)

6. CONSENT AGENDA

- A. 12-15-25 City Council Workshop Meeting Minutes
- B. 12-15-25 City Council Business Meeting Minutes
- C. 01-12-26 City Council - Special Business Meeting Minutes
- D. 01-12-26 City Council Workshop Meeting Minutes
- E. 01-20-26 City Council - 2026 Street Projects Improvements Public Hearing Meeting Minutes
- F. Pheasants Forever - Great Water Chapter 0985 LG220 Application for Exempt Permit

Assistant City Administrator Larson offered an amendment to item E 01-20-26 City Council - 2026 Street Projects Improvements Hearing Meeting Minutes. Under Bill McGarry statement during the public hearing for the downtown street project, there should be an additional sentence. Mr. McGarry expressed support for closing Hwy 12 access on Budd Avenue and noted the numerous accidents/near misses at the intersection.

Councilmember Burak made a motion to approve the consent agenda with the amendment to item E 01-20-26 City Council - 2026 Street Projects Improvements Hearing Meeting Minutes. Seconded by Councilmember Francis.

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

Motion Passed 5-0

7. ACCOUNTS PAYABLE

- A. City Bills FY 2025 \$222,644.23
- B. City Bills \$187,452.54
- C. Street Project \$182,811.76
- D. Bond Payment \$720,730.03

Councilmember DeLuca moved to approve the accounts payable. The motion was seconded by Councilmember Burak.

Voting Yea: Mayor Maas-Kusske, Councilmember DeLuca, Councilmember Francis, Councilmember Burak & Councilmember Arvizo

Motion Passed 5-0

8. STAFF REPORTS

- A. Fire Department

The Fire Department report was submitted in writing. Mayor Maas-Kusske noted that Chief Denneson was at mandatory training and he was not able to make the meeting.

- B. West Hennepin Public Safety

Chief DuRose presented the December 2025 activity report and highlighted year-over-year trends for the City of Maple Plain. He reported that overall calls for service increased compared to 2024, with approximately 400 additional incidents, noting that roughly three-quarters of that increase was traffic-related. He emphasized that the rise was largely attributable to proactive traffic enforcement and education efforts, rather than an increase in serious criminal activity. Chief DuRose noted significant increases in traffic stops and contacts, explaining that the department's focus has been on visibility, education, and correcting unsafe behaviors rather than citation volume.

Chief DuRose also addressed criminal activity trends, noting a small increase in certain crime categories in 2025. He referenced a shooting incident from late summer, explaining that the investigation remains active. While initial leads did not result in an arrest, additional evidence is being processed and followed up, and the case remains open with continued investigative efforts.

Looking ahead, Chief DuRose stated that December 2025 would be the final activity report presented in the current format. Beginning in 2026, the department plans to refresh the report structure to better align with state and Bureau of Criminal Apprehension reporting standards. He explained the intent is to move beyond raw call counts and better capture community engagement, education, and other proactive public safety efforts.

Chief DuRose also shared several department announcements, including West Hennepin Public Safety's planned participation in the Polar Plunge fundraiser to benefit Special Olympics. He noted that this would be the first time the department has participated as an organization and expressed enthusiasm about staff involvement. Additionally, he announced a recognition and swearing-in event scheduled for early February, which will formally recognize recently hired officers, promotions, and personnel changes from the past year.

Finally, Chief DuRose addressed regional awareness of immigration enforcement activity, stating that while law enforcement agencies are aware of federal activity in the broader region, West Hennepin Public Safety has not been involved in immigration enforcement actions. He emphasized that officers remain focused on their core mission of providing public safety services and that residents should continue to call for assistance without hesitation. He reiterated that officers do not inquire about immigration status and that the department's role remains unchanged.

Council asked a clarifying question regarding traffic enforcement trends and observed behaviors within Maple Plain, including whether specific locations or types of violations were driving the increase. Chief DuRose responded by identifying areas of concern near park facilities and intersections, noting that speed, failure to stop, and distracted driving were common issues. He explained that targeted visibility and presence, along with direct interaction and education, have been effective tools in addressing these behaviors.

C. City Engineer

Assistant City Engineer Bauman provided a verbal status update supplementing the written report in the packet. He reviewed several ongoing and near-term infrastructure items across the city, noting continued coordination on stormwater system modifications, including review of drainage conditions and follow-up work where issues have been identified. Assistant City Engineer Bauman referenced development-related coordination, including review of private development activity and alignment with City infrastructure standards, and noted that staff continue to work through these items alongside the City Planner and Public Works.

Assistant City Engineer Bauman also referenced service request follow-ups and smaller operational items, including addressing utility-related issues as they arise and ensuring documentation and corrective actions are tracked. Assistant City Engineer Bauman noted continued preparation work related to upcoming street and utility projects, including preliminary coordination, review of grant opportunities, and groundwork for future Council discussions at workshops or business meetings.

D. Public Works

Written reports were submitted in the meeting packet. Public Works Director David Medina was not present to provide a report.

E. City Planner

Written reports were submitted in the meeting packet. City Planner Mark Kaltsas was not present to provide a report.

F. Administration & Finance

Assistant City Administrator Larson provided a summary of highlights from the City Administrator Schillander's report, noting that the transition to the West Suburban Fire District officially took effect on January 1, 2026. As a result of the consolidation, the City no longer directly employs firefighters, marking a significant operational and organizational change for Maple Plain.

Assistant City Administrator Larson noted the retirement of long-serving firefighter Scott Hartmann, who concluded 24 years of service to the City. Larson acknowledged Hartmann's dedication and service to the community as part of the transition period.

Assistant City Administrator Larson reported that significant work continued throughout December with PERA and the Fire Relief Association, as staff coordinated administrative, financial, and procedural matters associated with the transition and ongoing obligations related to fire relief and pension considerations.

Assistant City Administrator Larson also stated that planning continues on the next phase of the City's downtown development, and that a revised building plan was discussed at the January Economic Development Authority (EDA) meeting, reflecting ongoing refinement and coordination of downtown redevelopment efforts.

Assistant City Administrator Larson noted continued work on the 2026 Enterprise Fund Budget, indicating that staff have been actively developing and refining the budget for City enterprise operations over the past month.

Finally, Assistant City Administrator Larson reported that preparation for the City's 2025 audit has begun, with meetings scheduled with the City's auditor to initiate the audit process.

9. OLD BUSINESS

A. Resolution 2026-0126-01 Ordering Improvement and Preparation of Plans for Industrial Street

Staff Overview

City Engineer Martini presented Resolution 2026-0126-01 as the next procedural step in the City's street improvement process for Industrial Street, following completion of the feasibility study and the improvement hearing.

City Engineer Martini explained that the project originated with City Council authorization on October 27, 2025, directing preparation of a feasibility study to evaluate improvements to Industrial Street between Budd Avenue and the eastern cul-de-sac. The study reviewed existing pavement and watermain infrastructure and provided descriptions of proposed improvements, cost estimates, cost apportionment, and a preliminary assessment roll.

The proposed improvements include a mill and overlay of the existing roadway surface, minor curb and drainage improvements, and replacement of the aging watermain using a trenchless pipe-bursting method. City Engineer Martini explained

that the pipe-bursting approach would reduce surface disruption and minimize impacts to traffic and adjacent properties while maintaining water service during construction.

City Engineer Martini reviewed the estimated total project cost of approximately \$432,375, noting that the assessable portion of the project is limited to the watermain improvements. Of that amount, approximately \$100,465 is proposed as assessable, with the remainder attributed to City costs. The assessment methodology follows the City's adopted assessment policy and is consistent with past practice. Staff noted that a portion of the watermain work is considered non-assessable and would be funded by the City.

City Engineer Martini stated that the improvement hearing was held on January 20, 2026, that no objections were raised requiring modification of the project, and that the hearing was formally closed. With the hearing complete, Resolution 2026-0126-01 was presented to Council to formally order the improvement and direct preparation of final plans and specifications.

City Engineer Martini concluded that the proposed improvements are feasible, necessary due to the age and condition of the infrastructure, and represent a cost-effective approach to maintaining the City's roadway and utility systems.

Council Discussion

There was no Council discussion.

Council Action

Councilmember DeLuca moved to approve the Resolution 2026-0126-01 Ordering Improvement and Preparation of Plans for Industrial Street. Councilmember Burak seconded the motion.

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

Motion Passed 5-0

- B. Resolution 2026-0126-02 Ordering Improvement and Preparation of Plans for the Downtown Street Project

Staff Overview

City Engineer Martini presented Resolution 2026-0126-02 as the next formal step in the City's improvement process for the Downtown Street Project, following completion of the feasibility study and the improvement hearing.

City Engineer Martini explained that the project originated with City Council direction on October 27, 2025, when the Council ordered preparation of a feasibility study to analyze infrastructure improvements for Main Street East, Pioneer Avenue, Delano Avenue, Maple Avenue, Marsh Avenue, Spring Avenue, and the Fire Station parking lot. The study evaluated existing roadway, water, sanitary sewer, and stormwater infrastructure and provided proposed improvements, detailed cost estimates, cost apportionment, and a preliminary assessment roll.

City Engineer Martini reviewed the scope of proposed improvements, which includes full street reconstruction on Main Street East, Pioneer Avenue, Delano Avenue, and Maple Avenue, and mill-and-overlay improvements on Marsh Avenue and Spring

Avenue. Utility improvements include replacement of watermain and water services, replacement of sanitary sewer and services, and replacement and addition of storm sewer infrastructure, along with the construction of a stormwater quality treatment basin on the west end of the project area.

City Engineer Martini also described pedestrian and streetscape improvements, including sidewalk replacement and additions, a trail connection along Pioneer Avenue, streetscaping elements, enhanced lighting, and the burial of overhead utilities in redevelopment areas. Parking improvements and reconstruction of the Fire Station parking lot were also included in the project scope.

City Engineer Martini specifically noted the proposed removal and closure of a portion of Budd Avenue between Main Street East and Highway 12, explaining that the change is intended to address long-standing safety concerns at that location.

City Engineer Martini reviewed the estimated total project cost of approximately \$5.9 million, and explained that assessments and City participation are structured in accordance with the City's adopted assessment policy. Assessable and non-assessable components were summarized consistent with the feasibility report included in the meeting packet.

City Engineer Martini confirmed that the improvement hearing was held and closed on January 20, 2026, with public comments received at that time, and that Resolution 2026-0126-02 was presented to formally order the improvement and authorize preparation of final plans and specifications.

City Engineer Martini concluded by noting that the proposed improvements are necessary due to the age and condition of the downtown infrastructure and are intended to support long-term safety, functionality, and redevelopment goals.

Council Discussion

There was no Council discussion.

Council Direction

Councilmember DeLuca moved to approve Resolution 2026-0126-02, Ordering Improvement and Preparation of Plans for the Downtown Street Project. Seconded by Councilmember Burak.

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

Motion Passed 5-0

10. NEW BUSINESS

A. Resolution 2026-0126-03 2026 Lead Service Line Replacement Project

Staff Overview

Assistant City Engineer Bauman presented Resolution 2026-0126-03 authorizing the 2026 Lead Service Line Replacement Project. The item was introduced as a standalone resolution under New Business. No additional verbal explanation, project detail, scope description, funding discussion, or implementation timeline was provided beyond the identification of the resolution and its purpose to authorize the project.

Council Discussion

There was no Council discussion.

Council Action

Councilmember Burak moved to approve Resolution 2026-0126-03 2026 Lead Service Line Replacement Project. Councilmember Francis seconded the motion.

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

Motion Passed 5-0

B. Resolution 2026-0126-04 MCES I&I Grant Application Authorization

Staff Overview

Assistant City Engineer Bauman presented Resolution 2026-0126-04 authorizing the City to submit an Inflow and Infiltration (I&I) grant application to the Metropolitan Council Environmental Services (MCES). The item was introduced as a New Business resolution. No additional verbal explanation regarding project scope, funding amounts, match requirements, timelines, or specific infrastructure elements was provided during the meeting.

Council Discussion

There was no Council discussion.

Council Action

Councilmember Arvizo moved to approve Resolution 2026-0126-04 MCES I&I Grant Application Authorization. Councilmember Burak seconded the motion.

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

Motion Passed 5-0

11. COUNCIL REPORTS AND OTHER BUSINESS

Councilmember Rochelle Arvizo

Councilmember Arvizo expressed appreciation for staff efforts and added a public service reminder regarding winter conditions. Councilmember Arvizo encouraged residents to be mindful of salt usage during winter maintenance, noting Maple Plain's location within a watershed and the environmental impacts excessive salt can have on water quality and wildlife. Councilmember Arvizo also reported that the Watershed Commission would not be meeting in December.

Councilmember Mike DeLuca

Councilmember DeLuca commented on the quick succession of recent meetings, describing the period as one of wrap-ups and transitions. Councilmember DeLuca thanked staff for their work in preparing and refining several ordinances, acknowledging that while ordinance updates can feel cumbersome, they serve important purposes. Councilmember DeLuca shared that the Council has been working on the City Administrator's performance review, including gathering community feedback, and stated that the Council would be

meeting with City Administrator Schillander to conduct the annual evaluation. Councilmember DeLuca described the past year as one of the busiest during his tenure and expressed gratitude for colleagues, staff, residents, and the opportunity to serve the community.

Councilmember Connie Francis

Councilmember Francis reported that she attended an EDA meeting and a rebranding meeting. She also stated it was her turn to host/participate in “Coffee with the Council,” describing it as a good conversation with a small number of residents. Councilmember Francis noted that one resident brought a large folder of questions and that they worked through most or all of them, with answers that appeared to satisfy the resident.

Councilmember Francis said she appreciated the chance to get to know residents one-on-one and receive feedback. Councilmember Francis also acknowledged that some questions were outside her area and thanked Assistant City Administrator Larson for helping answer questions, noting overall it was a positive conversation.

Councilmember Andrew Burak

Councilmember Burak reflected on the unusually rapid pace of recent Council workshops and business meetings, noting that the condensed schedule provided a new perspective on how efficiently City business can be conducted. Councilmember Burak commented on the significant number of changes the City has experienced over the past year, including new businesses and the transition to new fire services. Councilmember Burak expressed appreciation to City staff for their extensive work on the rental ordinance and for managing complex interactions involving residents, businesses, and Councilmembers.

Councilmember Burak also thanked first responders who are no longer directly employed by the City, acknowledging their service and expressing optimism that the new fire service partnership will enhance service delivery moving forward.

Mayor Julie Maas-Kusske

Mayor Maas-Kusske reported that January had been a particularly busy month, marked by the street reconstruction open house and several special meetings. She noted that it was an active start to the year.

Mayor Maas-Kusske shared that she was honored to represent the City through Rotary, highlighting strong speakers, service projects, and recent internal club activities. Mayor Maas-Kusske explained that Rotary focused on gratitude this month, including writing letters of appreciation, and reflected on the importance of pausing to acknowledge the people who help bring communities together and to focus on positive connections, especially during challenging times.

Mayor Maas-Kusske reported continued weekly coordination meetings with City Administrator Schillander, focused on agenda preparation and communication. Mayor Maas-Kusske also referenced work with the Highway 12 Safety Coalition, noting ongoing efforts to secure funding for additional lanes and continued advocacy to improve safety along the corridor.

Mayor Maas-Kusske shared that she attended Coffee with the Legion and veterans, describing these conversations as a highlight and expressing appreciation for hearing veterans’ stories and history. Mayor Maas-Kusske also noted participation in local community and cultural activities, describing them as unique strengths of the City.

Mayor Maas-Kusske provided an update on the Tonka Coalition, explaining that the group recently finalized and had its bylaws approved by Hennepin County, which she described as a positive milestone.

Mayor Maas-Kusske spoke about mental health resources, clarifying the 988 Suicide & Crisis Lifeline, noting that residents can call or text 988 at any time. Emphasizing that the resource is available for both youth and adults, and encouraged residents not to hesitate to use it for themselves or others who may benefit.

Mayor Maas-Kusske reported on involvement with the Chamber of Commerce, including a presentation by Three Rivers Park District Commissioner Marge Beard. Mayor Maas-Kusske expressed appreciation for the community's access to parks and encouraged residents to enjoy them year-round, even during winter.

Mayor Maas-Kusske shared updates from the League of Minnesota Cities Board of Directors, noting that legislative priorities have been finalized and are available online, and that advocacy at the Capitol will follow. Mayor Maas-Kusske also summarized discussions from the Regional Council of Mayors, which focused on housing and broader statewide challenges, emphasizing the role of local leadership in maintaining stability and calm within communities.

Mayor Maas-Kusske referenced additional meetings and activities, including county and city update meetings, work on speaker schedules, and continued involvement with the City's rebranding efforts, particularly signage, which she hopes to bring back to Council soon for approval.

Mayor Maas-Kusske also reported attending a veterans benefit program, describing the experience as meaningful and encouraging. In addition, Mayor Maas-Kusske attended the Hennepin County Criminal Justice Coordinating Committee, where a presentation on artificial intelligence and law enforcement emphasized the importance of clear policies outlining approved and prohibited uses of AI to ensure transparency and accountability.

Mayor Maas-Kusske noted that a significant portion of her time continues to be spent responding to emails, phone calls, and meeting with residents, which she generally finds enjoyable and valuable.

Looking ahead, she highlighted several upcoming events:

- * Polar Plunge on January 31, noting with enthusiasm that West Hennepin Public Safety's team is named "Cool Whips."
- * A recognition event on February 2.
- * The Omelette Breakfast on February 8, hosted by Westonka, benefiting local families and residents, from 9:00 a.m. to noon at the American Legion.
- * Chat with the Mayor on February 23, encouraging residents to mark their calendars.

12. ADJOURNMENT

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

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

Motion passed 5-0

Council Adjourned at 7:46 PM

I, Jacob W. Schillander, being duly sworn, depose and say:

That I am the City Administrator of the City of Maple Plain, and that the foregoing minutes are a true and correct record of the meeting held on the date indicated above at Maple Plain City Hall. I certify that the minutes accurately reflect all actions taken, including votes, motions, resolutions, and ordinances, and that they are in compliance with all applicable legal requirements.

Signed:



Jacob W. Schillander
City Administrator

DRAFT