



**MINUTES
CITY COUNCIL - WORKSHOP
MAPLE PLAIN CITY HALL
September 22, 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 Mike DeLuca, Councilmember Connie Francis, Councilmember Andrew Burak, & Councilmember Rochelle Arvizo

STAFF PRESENT: City Administrator Jacob Kolander, Assistant City Administrator Kevin Larson, Fire Chief Rick Denneson, and Director of Public Safety Matt DuRose

2. ADOPT AGENDA

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

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

Motion Passed 5-0

3. DISCUSSION

A. Fire Department Management

City Administrator Kolander summarized the proposed management of the West Suburban Fire District. Outlining a shift on 10/1 to the new structure to align with processes and procedures. The early shift intends to allow time for the two departments to iron out any kinks before going live on 1/1/26.

Direction: Proceed with changing the management structure early to align with the two organizations. Council recommends including the first initials in the new org. chart. The new leadership in the West Suburban Fire District will need some sort of monthly report and possibly an Annual meetings with Chief Leuer. The Council will assign a commission member to attend the quarterly meetings with the West Suburban Fire District. City Administrator Kolander and Fire Chief Denneson will work on the expectations in the 4th quarter of 2025 for the Chief and City.

B. Fire Department Wage Increase

City Administrator Kolander summarized the proposed wage increase for the Maple Plain Firefighters. The proposed increase will align wages with the West Suburban Fire District. With the consolidation of the two teams, the intent is to prevent any possible rift between the two departments.

Council Direction: Under new business, bring the wage increase to the 10/27/25 City Council Business Meeting.

C. Green Step Cities

Councilmember Arvizo summarized the Minnesota Green Steps Cities program and its potential benefits for Maple Plain. The GreenStep Cities program is a voluntary and free initiative that focuses on continuous improvement, assistance, and recognition for cities striving to achieve their sustainability and quality-of-life goals. It is managed through a public-private partnership and offers a flexible framework of 29 best practices tailored to the diverse needs of cities across Minnesota.

Council Direction: Bring the Green Steps Initiative to the strategic meeting in January. Have Councilmember Arvizo and Assistant City Administrator Larson create a plan and ideas for each of the Green Step initiatives.

4. COUNCIL REPORTS AND OTHER BUSINESS

Councilmember Arvizo was elected as the treasurer for the Pioneer Watershed District.

Fire Relief is working on the potential payouts for the remaining Pera funds.

Councilmember Arvizo will sub for Councilmember Francis at the October 2nd Planning Commission meeting.

Councilmember Arvizo will take over Councilmember Francis for the Rotary committee assignment.

5. FUTURE WORKSHOP TOPICS

A. Park Improvement Plan

B. Code of Conduct

C. Parking Regulations

D. City Hall Building

E. Water Study

6. 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 6:11 PM

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:

A handwritten signature in black ink, appearing to read 'JK', with a long horizontal flourish extending to the right.

DRAFT