City of Blaine
City Council

March 17, 2025 | 7:00 PM
Blaine City Hall
10801 Town Square Drive NE
Blaine, MN 55449

MINUTES

1. Call to Order by the Mayor

The meeting was called to order at 7:04PM by Mayor Pro Tem Robertson followed by the Pledge of Allegiance and the Roll Call.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Mayor Pro Tem Jess Robertson, Councilmembers Terra Fleming, Chris Ford, Chris Massoglia, and Tom Newland.

ABSENT: Mayor Tim Sanders and Councilmember Leslie Larson.

Quorum Present.

ALSO PRESENT: City Manager Michelle Wolfe; Community Development Director Erik Thorvig; Safety Services Director/Police Chief Brian Podany; Finance Director Jason Zimmerman; Director of Administration Scott Johnson; Director of Engineering Dan Schluender; Public Works Director Nick Fleishhacker; City Attorney Eric Larson; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

4. Awards - Presentations - Organizational Business

4.1. 2025-56 Proclamation for Arbor Day 2025
Sponsors: City Council

Mayor Pro Tem Robertson read a proclamation in full for the record declaring May 16, 2025 to be Arbor Day and the month of May to be Arbor Month in the city of Blaine.

5. Communications

None.

6. Open Forum

Open Forum is an opportunity for the public to share comments, concerns, or input on other items. While open forum is not intended to provide for response or discussion opportunities, if follow-up is needed, city staff will work to contact the speaker(s) outside of the meeting to arrange for that follow-up. Each speaker will be limited to 3 minutes with a maximum of 15 minutes set aside for open forum.

Mayor Pro Tem Robertson opened the Open Forum at 7:08PM.

There being no input, Mayor Pro Tem Robertson closed the Open Forum at 7:08PM.

7. Approval of Consent Agenda:

All items listed under the "Consent Agenda" are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Councilmember so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, that the following items on the Consent Agenda be approved.

Mayor Pro Tem Robertson thanked staff for their efforts on the TH65 frontage road utility improvement project.

Motion adopted unanimously.

7.1. 2025-57 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director

7.2. 2025-58 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

7.3. RES 25-41 Resolution Granting Final Plat Approval to Subdivide 19.24 Acres into 2 Single Family Lots, 28 Townhome Lots, Common Space and One Outlot to be Known as Meadowland Estates West at 2741 and 2775 125th Avenue NE. Herbst Raich Investments, LLC (Case File No. 24-0072/SAS)
Sponsors: Sheila Sellman, Assistant Community Development Director

7.4. RES 25-12 Resolution Granting an Amendment to the Approved Sign Plan for National Sports Village at 2180 105th Avenue NE. 105th BBP B2 LLC (National Sports Village) (Case File No. 24-0068/SAS)

Sponsors: Sheila Sellman, Assistant Community Development Director

Ms. Sellman suggested no action was required to allow an amended sign plan to be presented at a future meeting.

7.5. RES 25-49 Resolution to Approve a Joint Powers Agreement between the City of Blaine on behalf of its Police Department and the State of Minnesota for the Human Trafficking Investigators Task Force
Sponsors: Brian Podany, Safety Services Manager/Police Chief

7.6. RES 25-48 Resolution to Approve the Grant Contract Agreement for the 2024-2026 Allied Radio Matrix for Emergency Response (ARMER) Equipment Grant
Sponsors: Brian Podany, Safety Services Manager/Police Chief

7.7. 2025-60 Motion to Authorize the Mayor and City Manager to Enter into an Ammended Contract with Bolton & Menk, Inc. for Professional Services for Engineering Services for the Water Tower 2 Rehabilitation, Improvement Project No. 24-21
Sponsors: Nick Fleischhacker, Public Works Director

7.8. RES 25-50 Resolution Authorizing the Mayor and City Manager to Purchase Filtration Media for Water Treatment Plant #3 and Corresponding Budget Amendments.
Sponsors: Kristian Gaasland, Public Works Supervisor - Water, Nick Fleischhacker, Public Works Director

7.9. 2025-61 Motion to Authorize the Mayor and City Manager to Enter into a Contract with WSB for Professional Engineering Services for the Trunk Highway 65 Frontage Road Utility Improvement Project, Improvement Project No. 21-01
Sponsors: Daniel Schluender, Director of Engineering

7.10. 2025-62 Motion Authorizing the Temporary Removal of Parking Restrictions for a Track and Field Event at Centennial Elementary School
Sponsors: Daniel Schluender, Director of Engineering

7.11. 2025-63 Motion Approving the Esri Enterprise Agreement Renewal and 2025 Payment
Sponsors: Daniel Schluender, Director of Engineering

8. 7:00 PM - Public Hearing and Items Published for a Certain Time

8.1. RES 25-44 Resolution Granting a Conditional Use Permit to Allow Outdoor Dining with 40 Seats in the Front of the Building in the Community Commercial (B-2) Zoning District at 10950 Club West Parkway NE, #110. Hope Breakfast Bar Blaine (Hope Blaine, LLC) (Case File No. 25-0006/SLK)

Sponsors: Sheila Sellman, Assistant Community Development Director

Community Development Director Thorvig stated Hope Breakfast Bar Blaine is requesting a conditional use permit to allow for outdoor seating in the front of their tenant space.

Mayor Pro Tem Robertson opened the public hearing at 7:12PM.

There being no public input, Mayor Pro Tem Robertson closed the public hearing at 7:12PM.

Moved by Councilmember Massoglia, seconded by Councilmember Newland, to adopt a Resolution Granting a Conditional Use Permit to Allow Outdoor Dining with 40 Seats in the Front of the Building in the Community Commercial (B-2) Zoning District at 10950 Club West Parkway NE, #110.

Councilmember Fleming stated she was excited to have Hope Breakfast Bar coming to the city of Blaine.

Councilmember Massoglia requested staff review the parking requirements for employees of businesses in the B-2 zoning districts in order to encourage landlord's to post employee parking in the back of the building to free up parking in front where possible.

Mayor Pro Tem Robertson thanked Hope Breakfast Bar for being willing to invest in Blaine.

Motion adopted unanimously.

9. Development Business

9.1. RES 25-45 Resolution Granting Preliminary Plat Approval to Create Three Outlots and Dedicate Road Right-of-Way to be Known as One Hundred Fifth Redevelopment Second Addition. Blaine Town Center East, LLC (Case File No. 25-0005/SAS)

Sponsors: Sheila Sellman, Assistant Community Development Director

Mr. Thorvig stated the applicant is requesting preliminary plat approval to create three outlots and dedicate road right-of-way to be known as One Hundred Fifth Redevelopment Second Addition. Staff reviewed the proposed plat in further detail with the council and

recommended approval.

Moved by Councilmember Massoglia, seconded by Councilmember Newland, to adopt a Resolution Granting Preliminary Plat Approval to Create Three Outlots and Dedicate Road Right-of-Way to be Known as One Hundred Fifth Redevelopment Second Addition.

Motion adopted unanimously.

10. Administration

10.1. 2025-64 Motion Approving the Terms of the MPCA Grant and Authorizing the Mayor and City Manager to Enter into a Contract with Short Elliott Henrickson, Inc. (SEH) for Professional Engineering Services for the National Street Water Services, Phase 2 Project, Improvement Project No. 25-22

Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated council is requested to approve the terms of the MPCA grant and contract for professional services for preliminary engineering services for the National Street Water Services, Phase 2 Project, Improvement Project No. 25-22. The Minnesota Pollution Control Agency (MPCA) is partnering with the city of Blaine to explore treatment options for 28 private wells located along National Street and 114th Avenue. This effort aims to ensure safe and reliable water quality for properties whose wells are affected by a groundwater contamination plume associated with the closed Johnson Brothers Landfill. The MPCA, who is responsible for the closed landfill, inquired with staff to see if the city would lead the effort to complete a feasibility study evaluating different methods to provide the affected properties with safe and reliable water meeting regulatory standards. The reasoning is that the city's engineering department is familiar with this type of work and can lead the project more effectively and quickly than the MPCA staff would be able to.

Mr. Schluender explained the study will evaluate solutions for providing clean drinking water to the affected properties, focusing on three main options: connecting to the municipal water supply by extending the existing water main line east along 114th Avenue, installing granular activated carbon (GAC) treatment systems, or installing a reverse osmosis system in each dwelling. Each option will be assessed based on its ability to protect human health, long-term effectiveness, feasibility, community acceptance, and cost. The findings will be compiled into a report for review by the MPCA. A grant agreement is in place where the MPCA agrees to cover all costs associated with the project. Under the agreement with the MPCA, the city will hold and administer the contract with the design engineer. Upon payment to the design engineer, the city will supply the MPCA with copies of the invoices and the MPCA will then reimburse the city for all costs. Staff requested and SEH has provided a letter of proposal for the National Street Water Services, Phase 2 Project, Improvement Project No. 25-22. The proposal, in the amount of $64,400, is for preparing a feasibility report based on the requirements the MPCA has laid out. Staff reviewed the proposal, and compared it with previous proposals for similar projects, and determined that the fees are justified and reasonable.

Moved by Councilmember Newland, seconded by Councilmember Fleming, to approve the Terms of the MPCA Grant and Authorizing the Mayor and City Manager to Enter into a Contract with Short Elliott Henrickson, Inc. (SEH) for Professional Engineering Services for the National Street Water Services, Phase 2 Project, Improvement Project No. 25-22.

Motion adopted unanimously.

10.2. RES 25-55 Resolution Accepting a Bid from J.R. Stelzer Co. in the Amount of $1,105,375.00 for the Water Tower No. 2 Reconditioning Improvements, Improvement Project No. 24-21

Sponsors: Nick Fleischhacker, Public Works Director

Public Works Director Fleischhacker stated council is requested to approve a contract with J.R. Stelzer Co. for the Water Tower No. 2 Reconditioning Improvements, Improvement Project No. 24-21 in the amount of $1,105,375.00. The proposed Water Tower 2 reconditioning project will include complete removal and replacement of all exterior, interior wet, and interior dry coating systems. Additional reconditioning will include modifications and repairs related to structural appurtenances, foundations, accessories, and personnel access. The structure will also receive a new entry vestibule at the base of the center riser and electrical modifications. Bolton & Menk prepared plans, specifications and bidding documents for the project and the project was advertised for bids. Bids were received electronically at 10:00 PM, March 11, 2025, for Project No. 24-21. A total of 5 bids were received, ranging from $1,105,375.00 to $2,386,900.00. Bids have been checked and tabulated, and it has been determined that J.R. Stelzer Co. of Lincoln, Nebraska is the lowest bidder. The engineering department checked with Bolton & Menk, who has worked with J.R. Stelzer Co. on previous contracts and recommended that the low bid be accepted, and a contract entered into with J.R. Stelzer Co. City council is also asked to approve a 10% contingency to bring the total project budget to $1,215,913. The funding sources for this project are the Public Utility Funds and there are sufficient funds budgeted to cover these costs.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to adopt a Resolution Accepting a Bid from J.R. Stelzer Co. in the Amount of $1,105,375.00 for the Water Tower No. 2 Reconditioning Improvements, Improvement Project No. 24-21.

Councilmember Massoglia requested further information regarding the cost to clean the water towers. Mr. Fleischhacker reported it would cost $30,000 to clean one water tower per year and noted the towers would be on a four year cycle.

Motion adopted unanimously.

10.3. ORD 25-2575 Waive First Reading and Adopt Ordinance Amendments for Chapter 22 - Businesses Article XII. - Mobile Food Trucks, Chapter 70 - Special Events, Streets, Sidewalks, and Other Public Places

Sponsors: Cathy Sorensen, City Clerk

City Clerk Sorensen stated council is asked to waive first reading and adopt proposed

ordinance amendments for mobile food trucks and special event licenses. Staff reviewed the proposed changes to city code in detail with the council and recommended approval of the ordinance.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to Waive First Reading and Adopt Ordinance Amendments for Chapter 22 - Businesses Article XII. - Mobile Food Trucks, Chapter 70 - Special Events, Streets, Sidewalks, and Other Public Places.

Councilmember Massoglia thanked staff for their efforts on this ordinance.

Motion adopted unanimously.

10.4. 2025-78 Boards and Commissions Appointments 2025
Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen stated council is asked to make the remaining appointments for the 2025 boards and commissions.

Mayor Pro Tem Robertson thanked all of the residents who were willing to complete applications and volunteer their time in service to the city of Blaine.

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to approve the Boards and Commissions Appointments for 2025 as follows:

Natural Resources Conservation Board

- Carolyn Panning
- Gene Rafferty
- Doug Gramstad
- Michael Mereness

Park Board

- Kristofer Paulseth
- Jeffrey Lester
- Tonya Lizakowski
- Amanda Tshakert

Planning Commission

- Jacob Geiselhart
- Jasen Howard
- Alan Goracke
- Jason Halpern
- Nichole Swanson

Charter Commission recommendations for appointment to the Tenth District Chief Judicial Judge

- Ashton Ramsammy
- Jasen Howard
- Trace Ludewig
- Terri Homan
- Jeff Lester
- Dick Swanson
- Arman Taggaro

Motion adopted unanimously.

11. Other Business

None.

12. Adjournment

Moved by Councilmember Newland, seconded by Councilmember Massoglia, to adjourn the meeting at 7:36PM.

Motion adopted unanimously.

Signed by _____
Tim Sanders, Mayor

Signed by _____
Catherine M. Sorensen, CMC, City Clerk