



City of Blaine

City Council

June 16, 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 7:12PM by Mayor Sanders followed by the Pledge of Allegiance and the Roll Call.

2. Pledge of Allegiance

3. Roll Call

PRESENT: Mayor Tim Sanders, Councilmembers Terra Fleming, Chris Ford, Leslie Larson, Chris Massoglia, Tom Newland, and Jess Robertson.

ABSENT: None.

Quorum Present.

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

4. Awards - Presentations - Organizational Business

- 4.1.** 2025-138 Proclamation Honoring the Retirement of City Manager Michelle Wolfe
Sponsors: City Council

Mayor Sanders reflected on the tragic events that occurred this past weekend and asked for a moment of silence for Michelle Hortman and her husband and John Hoffman and his wife. He sent his condolences to family and friends and thanked the local law enforcement for all of their efforts on behalf of the community.

Mayor Sanders read a proclamation in full for the record recognizing City Manager Michelle Wolfe, honoring her upcoming retirement and thanking her for her dedicated service to the City of Blaine over the past five and a half years. A round of applause and standing ovation was offered by all in attendance.

City Manager Wolfe thanked the city council that hired her for allowing her to come home to Minnesota, but also for allowing her to lead a top tier city in the state. She explained it has been a true honor and privilege to be trusted with this responsibility. She thanked the two mayors and numerous councilmembers that she has worked with over the past 5+ years. She appreciated the professional and personal support she has received. She thanked the elected leaders for their vision for the community as it was leading to wonderful amenities for Blaine residents and its visitors. She thanked her husband for his tremendous support over the past 30 years. Lastly, she thanked her fellow staff members for their dedicated service to the community.

4.2. 2025-139 Appointment of Interim City Manager
 Sponsors: City Council

Ms. Wolfe stated council is asked to formally appoint an interim city manager. It was noted at the April 7, 2025, workshop, Mayor Sanders made the recommendation to appoint Community Development Director Erik Thorvig to the role of interim city manager as council continues to recruit to fill the position. Council is asked to formally make that appointment, effective July 3, 2025.

Moved by Mayor Sanders, seconded by Councilmember Robertson, to approve the Appointment of Community Development Director Erik Thorvig to the role of Interim City Manager effective July 3, 2025.

Motion adopted unanimously.

5. Communications

Mayor Sanders thanked City Attorney Tom Loonan for his tremendous leadership and dedicated service to the city and noted Eric Larson from Eckberg Lammers will be serving as city attorney effective July 1, 2025. A round of applause was offered by all in attendance.

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 Sanders opened the Open Forum at 7:27PM.

There being no input, Mayor Sanders closed the Open Forum at 7:27PM.

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.

Mayor Sanders noted Item 7.8 will be postponed to a future meeting.

Moved by Councilmember Robertson, seconded by Councilmember Massoglia, that the following items on the Consent Agenda be approved as amended removing Item 7.8.

Motion adopted unanimously.

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| 7.1. | 2025-140 | Schedule of Bills Paid
<i>Sponsors: Jason Zimmerman, Finance Director</i> |
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| 7.2. | 2025-141 | Approval of Minutes
<i>Sponsors: Cathy Sorensen, City Clerk</i> |
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| 7.3. | RES 25-94 | Resolution Approving a Premise Permit for Lawful Gambling Activity for Blaine Back Court Club at The Wild Hare, 10340 Baltimore Street NE, Suite 100
<i>Sponsors: Cathy Sorensen, City Clerk</i> |
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| 7.4. | 2025-142 | Motion Approving a Temporary On-Sale Intoxicating Liquor License for Sgt. John Rice VFW, 1374 109th Avenue NE
<i>Sponsors: Cathy Sorensen, City Clerk</i> |
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| 7.5. | RES 25-90 | Resolution Granting Final Plat Approval to Subdivide 10.34 Acres into Two Lots, to be Known as Cat Pumps Addition at 1681 94th Lane NE. Cat Pumps Corporation (Case File No. 25-0022/ACK)
<i>Sponsors: Sheila Sellman, Assistant Community Development Director</i> |
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| 7.6. | RES 25-82 | Resolution to Declare Cost to be Assessed, Order Preparation and Call for Hearing on Proposed Assessment for Sanburnol Drive/85th Avenue Improvements, Improvement Project No. 23-14
<i>Sponsors: Daniel Schluender, Director of Engineering</i> |

- 7.7.** 2025-143 Motion Approving the Ramsey County Master Agreement for Maintenance of Traffic Control Signal Systems
Sponsors: Daniel Schluender, Director of Engineering
- 7.8.** RES 25-100 Resolution Authorizing Parking and Storage Facility Concept Plan Funding, Interfund Transfer from the Police Department Fund to the Facilities Fund, and Associated Budget Amendments.
Sponsors: Scott Johnson, Director of Administrative Services

This item was postponed to a future meeting.

- 7.9.** 2025-144 Motion Approving the Purchase of Two Video Surveillance Trailers
Sponsors: Brian Podany, Safety Services Manager/Police Chief
- 7.10.** RES 25-105 Resolution to Approve a Temporary Road Closure of Davenport Street Between 105th Avenue and 109th Avenue on July 4 for the Annual Fireworks Display
Sponsors: Brian Podany, Safety Services Manager/Police Chief

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

- 8.1.** RES 25-96 Resolution Granting a Conditional Use Permit to Install Freestanding Lighting up to 28 Feet in Height in the Planned Business District (PBD) Zoning District at 3705 and 3745 Pheasant Ridge Drive NE. Stinson Electric Inc. (Lexington Preserve Business Park V Lighting) (Case File No. 25-0024/SLK)
Sponsors: Sheila Sellman, Assistant Community Development Director

Assistant Community Development Director Sellman stated the applicant is requesting a conditional use permit (CUP) for lighting up to 28 feet tall. The light intensity meets city requirements and staff recommends approval.

Mayor Sanders opened the public hearing at 7:29PM.

There being no public input, Mayor Sanders closed the public hearing at 7:29PM.

Moved by Councilmember Robertson, seconded by Councilmember Newland, to adopt a Resolution Granting a Conditional Use Permit to Install Freestanding Lighting up to 28 Feet in Height in the Planned Business District (PBD) Zoning District at 3705 and 3745 Pheasant Ridge Drive NE.

Motion adopted unanimously.

9. Development Business

9.1. ORD 25-2578 First Reading

Approving Ordinance Amendments to the City of Blaine Zoning Ordinance Related to Regulations for Cannabis

Sponsors: Sheila Sellman, Assistant Community Development Director

Ms. Sellman stated the proposed ordinance amendment adds cannabis/hemp manufacturing and cultivation regulations to two industrial zoning districts (I-2 and I-2A). In addition, standards for cannabis/hemp cultivation have been proposed for the I-2A zoning district.

Declared by Mayor Sanders that Ordinance No. 25-2578, "Approving Ordinance Amendments to the City of Blaine Zoning Ordinance Related to Regulations for Cannabis," be introduced and placed on file for second reading at the July 7, 2025 Council meeting.

10. Administration

10.1. ORD 25-2580 First Reading

Ordinance Amending Section 34-485 Volume Control and Pollutant Management of the Code of Ordinances of the City of Blaine

Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated the proposed code amendment would modify the Volume Control and Pollution Management section of the city's Stormwater Management code to be consistent with requirements by the Minnesota Pollution Control Agency (MPCA). Both the Rice Creek Watershed District and Coon Creek Watershed District currently regulate to these standards. During a recent audit, the MPCA requested that the city update their language to match the state standard. The review and approval of stormwater management plans for any development in the city is administered by either the Rice Creek Watershed District (RCWD) or the Coon Creek Watershed District (CCWD). Both Districts' rules and standards reflect the updated code language as proposed. By updating the city's code to the state standard, the city will be compliant with current MPCA requirements and there will be no changes in development standards.

Declared by Mayor Sanders that Ordinance No. 25-2580, "Ordinance Amending Section 34-485 Volume Control and Pollutant Management of the Code of Ordinances of the City of Blaine," be introduced and placed on file for second reading at the July 7, 2025 Council meeting.

10.2. ORD 25-2583 First Reading

Ordinance Amending Chapter 7 Regulating Adult Use Cannabis Businesses

Sponsors: Cathy Sorensen, City Clerk

City Clerk Sorensen stated council is asked to hold first reading to amend the adult use cannabis ordinance to clarify the definition of daycares. Staff is recommending an amendment to the current ordinance regulating adult use cannabis that would clarify the definition of daycare to include daycare facilities as well as those located within residences to ensure the 500-foot minimum buffer requirement applies to all daycare facilities such as commercial locations and not just in-home locations:

Daycare: A location licensed with the Minnesota Department of Human Services to provide the care of a child in a residence or facility outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.

Declared by Mayor Sanders that Ordinance No. 25-2573, "Ordinance Amending Chapter 7 Regulating Adult Use Cannabis Businesses," be introduced and placed on file for second reading at the July 7, 2025 Council meeting.

- 10.3.** ORD 25-2579 Waive First Reading and Adopt Ordinance Amendments for Chapter 90 - Vegetation, Article III. - Shade Tree Management, Sec. 90-79. - Abatement
Sponsors: Nick Fleischhacker, Public Works Director

Public Works Director Fleischhacker stated with the city forester position now filled, staff is working to address past tree nuisances in a timely fashion. Notification for tree abatement under current ordinance is costly and lengthy and will delay being able to best address current tree concerns. Staff is recommending amendments to the ordinance that will remove the certified mail requirement and instead allow for posting of possible abatement instead, similar to the abatement process outlined under Vegetation in general. Staff will continue to work with property owners to effectively address concerns, but amending the code will allow for a faster and more efficient process for abatement should that be required. Council is asked to waive first reading and adopt proposed ordinance amendments regarding shade tree abatement notification.

Moved by Councilmember Newland, seconded by Councilmember Fleming, to Waive First Reading and Adopt Ordinance Amendments for Chapter 90 - Vegetation, Article III. - Shade Tree Management, Sec. 90-79. - Abatement.

Motion adopted unanimously.

11. Other Business

Councilmember Robertson requested staff invite the new city forester to a future workshop meeting.

12. Adjournment

Moved by Councilmember Newland, seconded by Councilmember Robertson, to adjourn the meeting at 7:35PM.

Motion adopted unanimously.



Signed by

A handwritten signature in black ink, appearing to read "Tim Sanders".

Tim Sanders, Mayor

Signed by

A handwritten signature in black ink, appearing to read "Catherine M. Sorensen".

Catherine M. Sorensen, City Clerk