



City of Blaine

City Council

October 6, 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 7:00PM 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 Chris Ford, Leslie Larson, Tom Newland, and Jess Robertson.

ABSENT: Councilmembers Terra Fleming and Chris Massoglia.

Quorum Present.

ALSO PRESENT: City Manager Erik Thorvig; Deputy Police Joe Gerhard; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; Director of Engineering Dan Schluender; City Attorney Eric Larson; Communications Manager Ben Hayle; Community Development Specialist Elizabeth Showalter; Accounting Manager Haley Champman; Finance Analyst Nikki Beckers; and City Clerk Catherine Sorensen.

Mayor Sanders reported previous agenda Items 9.1 and 9.2 had been removed from the agenda per the applicant's request. He explained Item 10.1 would be removed from the agenda because this item requires a 7-0 vote from the city council. Item 10.1 will be brought back to the council at a future meeting.

4. Awards - Presentations - Organizational Business

- 4.1.** 2025-220 Proclamation Declaring October as National Domestic Violence Awareness Month
Sponsors: City Council

Mayor Sanders read a proclamation in full for the record declaring October to be National Domestic Violence Awareness Month in the city of Blaine.

Connie Moore, Co-Executive Director at Alexandra House, accepted the proclamation and shared statistics regarding domestic violence in the state, county, and city of Blaine. She thanked the city for their continued leadership, dedication and support for the Alexandra House's mission. She encouraged the community to display a domestic violence sign in their yard or illuminate their home in purple in order to show solidarity and a commitment to ending domestic violence.

4.2. 2025-221 Oath of Office - City Manager Erik Thorvig
Sponsors: Eric Larson, City Attorney

City Attorney Larson administered the oath of office to newly appointed City Manager Erik Thorvig. A round of applause was offered by all in attendance.

Mayor Sanders stated he was thrilled to have Erik Thorvig serving as the new city manager and was excited when it comes to the future of the city.

5. Communications

Councilmember Newland thanked Charlene Vold and others for their work to organize the recent blood drive at city hall.

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 7:14PM.

Angela Ash, 11347 Polk Street, addressed the council regarding Item 10.2 the Blaine storm outlet project and shared concerns with water drainage causing the curb to be very rusty and have a strong odor. She requested a drain be installed on her property to allow the water being pumped from the neighbor's sump pump to properly drain.

There being no further input, Mayor Sanders closed the Open Forum at 7:17PM.

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 Robertson, that the following items on the Consent Agenda be approved.

Councilmember Newland stated he would abstain from voting on Item 7.1 due to a potential conflict of interest.

Motion adopted 4-0-1 (Councilmember Newland abstained).

- 7.1.** 2025-222 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director
- 7.2.** 2025-223 Approval of Minutes
Sponsors:
- 7.3.** RES 25-168 Resolution to Approve the 2026 DWI / Traffic Safety Officer Grant and Associated Budget Amendments
Sponsors: Brian Podany, Safety Services Manager/Police Chief
- 7.4.** RES 25-171 Resolution Accepting SCORE Grant Funds and Authorizing the Mayor and City Manager to Execute the 2026 Agreement for The Residential Recycling Program
Sponsors: Jason Zimmerman, Finance Director
- 7.5.** RES 25-170 Resolution to Authorize Parking Restrictions on University Avenue NE at Blaine High School
Sponsors: Daniel Schluender, Director of Engineering
- 7.6.** RES 25-165 Resolution to Award a Contract to North Oaks Paving in the Amount of \$52,656.00 for Maintenance and Repairs to Trails in Territorial Park, Project U2527.
Sponsors: Brent Larson, Project Engineer, Matt Withrow, Public Works Sewer/Storm Supervisor
- 7.7.** 2025-225 Motion to Approve the City Manager's Employment Agreement
Sponsors: City Council

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

None.

9. Development Business

- 9.1.** RES 25-161 Resolution Granting a Conditional Use Permit to Construct a Bank in an Office Research Park (B-4) Zoning District at 11866 Aberdeen Street NE. Trustone Financial Group (Case File No. 25-0037/SLK)
Sponsors: Sheila Sellman, Interim Community Development Director

Community Development Specialist Showalter stated the applicant is requesting a conditional use permit to construct a Trustone Credit Union in a Office Research Park (B-4) Zoning District. Staff reported the planning commission considered this matter and recommended approval with conditions.

Moved by Councilmember Robertson, seconded by Councilmember Newland, to adopt Resolution Granting a Conditional Use Permit to Construct a Bank in an Office Research Park (B-4) Zoning District at 11866 Aberdeen Street NE.

Motion adopted unanimously.

- 9.2.** ORD 25-2588 First Reading
Ordinance Approving a Rezoning from Single Family Residential (R-1) to Community Commercial (B-2) at 8634 Central Avenue NE. Scott Uram (Case File No. 25-0042/SAS)
Sponsors: Sheila Sellman, Interim Community Development Director

Ms. Showalter requested the council hold first reading for a rezoning from Single Family Residential (R-1) to Community Commercial (B-2).

Declared by Mayor Sanders that Ordinance No. 25-2588, "Ordinance Approving a Rezoning from Single Family Residential (R-1) to Community Commercial (B-2) at 8634 Central Avenue NE," be introduced and placed on file for second reading at the October 20, 2025 Council meeting.

- 9.3.** ORD 25-2587 First Reading
Ordinance Approving an Amendment to Section 34.02 of the Sign Ordinance to Allow for Pylon Signs up to 50 Feet in Height Along Hwy 65. City of Blaine (Case File No. 25-0038/ACK)
Sponsors: Sheila Sellman, Interim Community Development Director

Ms. Showalter requested the council hold the first reading approving an amendment to allow pylon signs along Highway 65.

Declared by Mayor Sanders that Ordinance No. 25-2587, "Ordinance Approving an Amendment to Section 34.02 of the Sign Ordinance to Allow for Pylon Signs up to 50 Feet in Height Along Highway 65," be introduced and placed on file for second reading at the October 20, 2025 Council meeting.

10. Administration

10.1. ORD 25-2590 Second Reading

An Ordinance Amending Sec. 2.07. Salaries of the Blaine City Charter

Sponsors: Cathy Sorensen, City Clerk

Due to charter amendments requiring a unanimous vote of the full council, this item was removed from the agenda and will be rescheduled for a future meeting.

10.2. RES 25-172 Resolution Accepting bids and awarding the contract to Fields Contracting, LLC in the Amount of \$84,560.00 for the 2025 Blaine Storm Outlet Project, I/P 25-14

Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender requested the council accept a bid and approve a contract with Fields Contracting LLC for the 2025 Storm Outlet Project, Project No. 25-14 (#U2514). This project was approved in the 2025 Budget. The project consists of the removal and installation of various storm sewer outlet aprons and pipe, some directional drilling, grading around the new pipe and aprons to provide cover over the pipe and match existing ground, and turf restoration throughout the City as shown in the plans. Bids have been checked and tabulated, and it has been determined that Fields Contracting LLC of Harris, Minnesota is the lowest bidder. The Engineering Department has not worked with Fields Contracting in the past but they have provided example projects for projects completed in other cities in the area. Staff has contacted a number of these references provided by the contractor and recommends that the low bid be accepted, and a contract entered into with Fields Contracting LLC. City Council is also asked to approve a 10% contingency to bring the total project budget to \$93,016. The funding source for this project is the Storm Water Capital Fund and there are sufficient funds budgeted to cover these costs.

Mayor Sanders asked that staff speak to how the concern raised by the resident during open forum would be addressed. Mr. Schluender explained staff has been working with the resident and the homeowner to rectify the concerns that were raised. He reported drain tile will be installed to allow the sump pump to drain into a storm sewer system, which would divert the water away from the street.

Councilmember Newland asked what the timeline was for this project. Mr. Schluender indicated this project would be constructed yet this fall.

Moved by Councilmember Newland, seconded by Councilmember Robertson, to adopt a Resolution Accepting bids and awarding the contract to Fields Contracting, LLC in the

Amount of \$84,560.00 with a 10% contingency for the 2025 Blaine Storm Outlet Project, I/P 25-14.

Motion adopted unanimously.

11. Other Business

None.

12. Adjournment

Moved by Councilmember Robertson, seconded by Councilmember Newland, to adjourn the meeting at 7:27PM.

Motion adopted unanimously.



Signed by

Tim Sanders, Mayor

Signed by

Catherine M. Sorensen, City Clerk