City of Blaine
City Council

January 5, 2026 | 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 Terra Fleming, Chris Ford, Leslie Larson, Chris Massoglia, Tom Newland, and Jess Robertson.

ABSENT: None.

Quorum Present.

ALSO PRESENT: City Manager Erik Thorvig; Community Development Director Sheila Sellman; Deputy Chief Joe Gerhard; Finance Director Jason Zimmerman; Director of Administrative Services Scott Johnson; Director of Engineering Dan Schluender; Parks and Recreation Director Jerome Krieger; City Attorney Eric Larson; Communications Manager Ben Hayle; and City Clerk Catherine Sorensen.

4. Awards - Presentations - Organizational Business

4.1. RES 26-1 Mission Statement Affirming Council/Staff Responsibilities
Sponsors: Erik Thorvig, City Manager

City Clerk Sorensen requested council adopt the annual resolution affirming Council/staff responsibilities.

Moved by Councilmember Robertson, seconded by Councilmember Massoglia, to adopt the Mission Statement Affirming Council/Staff Responsibilities.

Motion adopted unanimously.

4.2. RES 26-2 Rules of Procedure and Quorum - Order of Business
Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen requested council adopt the annual rules of procedure and quorum - order of business.

Moved by Councilmember Fleming, seconded by Councilmember Newland, to adopt the Rules of Procedure and Quorum - Order of Business.

Motion adopted unanimously.

4.3. 2026-004 Appointment of Liaisons to Various Boards and Commissions
Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen stated each year the city council designates council and/or staff liaisons to serve on various boards and commissions throughout the year. Staff reviewed the proposed appointments and recommended approval of the liaisons to various boards and commissions.

Moved by Councilmember Massoglia, seconded by Councilmember Newland, to approve the Appointment of Liaisons to Various Boards and Commissions as announced.

Motion adopted unanimously.

5. Communications

None.

6. Open Forum

Open Forum is an opportunity for the public to present an issue or concern to City Council. There is a maximum of fifteen minutes set aside for open forum. Each presentation should be limited to no more than three minutes. If your item needs follow-up from the City, staff will arrange for that follow-up and will contact you to let you know what is being done. Thank you for coming this evening.

Mayor Sanders opened the Open Forum at 7:07PM.

Bruce Manthei, 4101 99th Avenue NE, shared continuing concerns regarding the electrical box located at 99th Avenue and Lexington Avenue and commented on best practices for council responding to residents.

Steve Fellows, 10604 Madison Street, asked why there's no dialogue at open forum. He questioned why public safety takes up 40% of the city budget, but the council never hears from the police chief or fire chief in public meetings. He explained he would like more information from these departments and had concerns about increasing budget costs. He expressed concerns regarding city services such as sidewalk clearing and suggested the city focus on streets first. He inquired how much old debt the city has and commented on the split vote the city council had for the 2026 budget. He feared the city was becoming too big and the council did not know how to run it. He commented on his water bill increases. He was of the opinion the council only cared about development and new businesses and questioned why incentives were offered to Scheel's and the NSC.

Dana Carlson, 287 117th Avenue NE, shared continuing concerns with family issues.

Diane O'Brien, 10617 Quincy Boulevard, questioned where the city's money was going. She understood $4.7 million was being used for roadwork and stated if the city had money set aside, the city did not need to assess. She shared concerns about some staff salaries and concerns about oversight. She suggested an audit be conducted by the attorney general's office for potential corruption and recommended staff hiring be done by the planning commissioners instead.

There being no further input, Mayor Sanders closed the Open Forum at 7:24PM.

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.

Motion adopted unanimously.

7.1. 2026-005 Schedule of Bills Paid
Sponsors: Jason Zimmerman, Finance Director

7.2. 2026-006 Approval of Minutes
Sponsors: Cathy Sorensen, City Clerk

7.3. 2026-007 Designate Official Newspaper for 2026
Sponsors: Cathy Sorensen, City Clerk

7.4. 2026-008 Recording Secretary Service Agreement for 2026

Sponsors: Cathy Sorensen, City Clerk

7.5. 2026-009 Adopt Council Code of Conduct

Sponsors: Cathy Sorensen, City Clerk

7.6. RES 26-3 Designate Official City Depositories for 2026

Sponsors: Jason Zimmerman, Finance Director

7.7. RES 26-4 Designate the Finance Director to Make Electronic Funds Transfers

Sponsors: Jason Zimmerman, Finance Director

7.8. 2026-010 Acknowledgment of Financial Contributions of Organizations Conducting Lawful Gambling

Sponsors: Jason Zimmerman, Finance Director

7.9. RES 26-5 Resolution Releasing North Meadows from Recorded Development Agreement. (Case File No. 25-0053/SLK)

Sponsors: Sheila Sellman, Community Development Director

7.10. RES 26-6 Resolution Releasing North Meadows 2nd Addition from Recorded Development Agreement. (Case File No. 25-0058/SLK)

Sponsors: Sheila Sellman, Community Development Director

7.11. RES 26-7 Resolution Granting Final Plat Approval to Create Six lots and Two Outlots to be Known as Blaine Town Center East District. Blaine Town Center East LLC (Case File No. 25-0059/SAS)

Sponsors: Sheila Sellman, Community Development Director

7.12. 2026-011 Authorize Temporary Removal of Parking Restrictions on 91st Avenue, between Eldorado Street and Isanti Street to accommodate Ferguson Waterworks Training Academy on February 3-5, 2026.

Sponsors: Daniel Schluender, Director of Engineering

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

8.1. RES 26-8 Order Improvement and Order Preparation of Plans and Specifications for the 2026 Quincy Area Street Reconstruction, Improvement Project No. T2604

Sponsors: Daniel Schluender, Director of Engineering

Director of Engineering Schluender stated council is asked to conduct the public hearing and consider ordering the improvements and preparation of the project plans and specifications for the 2026 Quincy Area Street Reconstructions, Improvement Project No. T2604. The project consists of city streets with rural sections and no curb and gutter. The method of reconstruction will be a full reconstruction to the city standard residential street with concrete curb and gutter as explained in the feasibility report. The total estimated project cost of the proposed improvements is $4,710.940.00, of which $1,009,961.91 is proposed to be assessed to benefiting properties over a fifteen-year period. In addition, replacement of existing sanitary sewer castings and rings and select hydrants and valves at an estimated cost of $645,320.00 is proposed to be paid for by City Public Utility Funds. The remaining portion of $3,055,658.09 is proposed to be paid from the City's Pavement Management Program Fund. The proposed project is necessary, cost-effective, and feasible and will result in a benefit to the properties proposed to be assessed.

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

Diane O'Brien, 10617 Quincy Boulevard, shared concerns regarding the cost of the proposed street improvements and the speed of traffic along Quincy Boulevard. She suggested including speed bumps by Quincy Park and Territorial Road and felt the assessment should be shared by all residents of Blaine as this was a highly-traveled road. She was of the opinion she should not be charged for 35% of the roadway through an assessment.

Lynn Basham, 10614 Monroe Drive, shared concerns she had regarding mobility and access during construction. She urged the city to improve accessibility throughout this improvement project.

Steve Fellows, 10604 Madison Street, asked about project staging for construction. He explained there were discrepancies between the assessment rates of 25% and 35%. He reported he supported this project being completed and noted he was willing to pay his assessment. He discussed possible hardship exceptions and requested further information from the city regarding the proposed bonding.

Mayor Sanders encouraged Mr. Fellows to contact city staff in order to further discuss his questions. Mr. Schluender reported 35% of the project would be paid for through assessments by the benefiting parcels.

There being no further public input, Mayor Sanders closed the public hearing at 7:42PM.

Moved by Councilmember Newland, seconded by Councilmember Larson, to Order Improvement and Order Preparation of Plans and Specifications for the 2026 Quincy Area

Street Reconstruction, Improvement Project No. T2604.

Councilmember Robertson reported she would be voting no on this project due to the bonding mechanisms that would be deployed for this project.

Motion adopted 6-1 (Councilmember Robertson opposed).

8.2. RES 26-9 Order Improvement and Order Preparation of Plans and Specifications for the 2026 Meadowbrook Area Street Reconstruction, Improvement Project No. T2606

Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated council is asked to conduct the public hearing and consider ordering the improvements and preparation of the project plans and specifications for the 2026 Meadowbrook Area Street Reconstruction, Improvement Project No. T2606. The project consists of city streets with concrete curb and gutter. The method of reconstruction will be a full reconstruction with replacement of pavement and curb and gutter as explained in the feasibility report. The estimated cost of improvements is $4,112,300 with $911,202 proposed to be assessed over a 15-year period. Replacement of existing sanitary sewer castings/rings at an estimated cost of $94,666, and replacement of watermain, malfunctioning gate valves and broken access valve boxes at an estimated cost of $513,127 is proposed to be paid for by City Public Utility Funds. The remaining portion of $2,593,305 is proposed to be paid from the City's Pavement Management Program Fund. The proposed project is necessary, cost-effective, and feasible and will result in a benefit to the properties proposed to be assessed.

Mayor Sanders opened the public hearing at 7:47 PM.

Roseann Mackenthun, 725 125th Lane NE, shared comments about the need for full curb replacement. She noted the curbs along her street were in excellent condition. She then asked questions regarding the process that would be followed for ADA access during construction.

Jake Kadles, 12610 Able Circle, spoke about the phasing for this project noting his street would be completed in 2027. He questioned how much asphalt would be removed for the water main work. He questioned if there was a need for full curb replacement and raised concerns about concrete installation.

Mr. Schluender explained staff walked the entire project area to assess the curbing. He reported staff's goal would be to keep the existing curbing in place, however, once the project area requires more than 35% of the curbs to be replaced, it was less expensive to replace all the curbing than do spot repairs.

Mr. Kadles requested further information regarding the driveway restoration, noting his driveway was concrete and he would like to have it properly replaced. He asked for further information regarding the mailbox restoration stating he had a custom mailbox in place.

Mr. Schluender reported all mailboxes would be removed and joint mailboxes would be installed at a selected corner during construction. He encouraged the resident to speak with the contractor and suggested he remove the mailbox on his own in order to ensure it is not damaged.

Mr. Kadles requested staff provide him with further information regarding the options for paying his assessment without interest.

Mr. Schluender explained the City would be sending out another informational letter regarding assessments and manner in which they could be paid by residents.

Jeannie Thiede, 733 125th Lane, asked questions regarding assessment costs, payment timing and then asked about the response process for open forum topics.

City Manager Thorvig explained the city council does not respond to open forum topics during city council meetings, but rather staff responds to those residents directly.

There being no additional public input, Mayor Sanders closed the public hearing at 7:59PM.

Moved by Councilmember Massoglia, seconded by Councilmember Fleming, to Order Improvement and Order Preparation of Plans and Specifications for the 2026 Meadowbrook Area Street Reconstruction, Improvement Project No. T2606.

Councilmember Massoglia reported there was further information regarding the city's hardship criteria available on the city's website.

Motion adopted 6-1 (Councilmember Robertson opposed).

9. Development Business

9.1. RES 26-10 Resolution Granting Preliminary Plat Approval to Subdivide 8.36 Acres into 1 Lot and 2 Outlots to be Known as North Meadows Third Addition at the Corner of Lexington Avenue and 109th Avenue NE. Wellington Management (Case File No. 25-0050/SLK)

Sponsors: Sheila Sellman, Community Development Director

Community Development Director Sellman stated the applicant is proposing a one lot and two outlot plat for the development of a multi-tenant building and future development. Staff provided further information regarding the request and reported the planning commission recommended approval.

Moved by Councilmember Robertson, seconded by Councilmember Massoglia, to adopt a Resolution Granting Preliminary Plat Approval to Subdivide 8.36 Acres into 1 Lot and 2 Outlots to be Known as North Meadows Third Addition at the Corner of Lexington Avenue and 109th Avenue NE.

Councilmember Robertson clarified the project location and confirmed none of the Blaine

Wetland Sanctuary would be developed through this project.

Motion adopted unanimously.

9.2. RES 26-11 Resolution Granting a Conditional Use Permit to Allow General Retail, Office, Animal Hospital, Restaurants, Outdoor Dining for Two Restaurants, Zero Lot Line (North Property Line) and Shared Access/Parking on the North Property Line in a Development Flex (DF) Zoning District, on the Corner of Lexington Avenue and 109th Avenue NE. Wellington Management (North Meadows Third Addition) (Case File No. 25-0050/SLK)

Sponsors: Sheila Sellman, Community Development Director

Ms. Sellman stated the applicant is requesting a conditional use permit (CUP) to construct a multi-tenant building with general retail use, office use, animal hospital use, restaurant use, outdoor dining, zero lot line, and shared access and parking. Staff commented further on the request and reported the planning commission recommended approval.

Moved by Councilmember Robertson, seconded by Councilmember Fleming, to adopt a Resolution Granting a Conditional Use Permit to Allow General Retail, Office, Animal Hospital, Restaurants, Outdoor Dining for Two Restaurants, Zero Lot Line (North Property Line) and Shared Access/Parking on the North Property Line in a Development Flex (DF) Zoning District, on the Corner of Lexington Avenue and 109th Avenue NE.

Motion adopted unanimously.

9.3. RES 26-12 Resolution Granting a Conditional Use Permit Amendment to Expand an Existing Auto Repair Business into an Adjacent Tenant Space in a Light Industrial (I-1) Zoning District at 1550 91st Avenue NE, #306. Minnesota Performance (Case File No. 25-0051/ACK)

Sponsors: Sheila Sellman, Community Development Director

Ms. Sellman stated the applicant is requesting a CUP amendment to expand an existing auto repair business into an adjacent tenant space in I-1. Staff commented further on the request and reported the planning commission recommended approval.

Moved by Councilmember Newland, seconded by Councilmember Larson, to adopt a Resolution Granting a Conditional Use Permit Amendment to Expand an Existing Auto Repair Business into an Adjacent Tenant Space in a Light Industrial (I-1) Zoning District at 1550 91st Avenue NE, #306.

Councilmember Newland suggested tabling action on this item until the code enforcement issues regarding the outside storage and parking have been fully addressed.

City Attorney Larson questioned when the 60-day deadline was for this planning case.

Ms. Sellman reported the 60-day deadline was January 23, and noted another 60 days could be used to extend this item.

Mayor Sanders questioned if this property had adequate parking. Ms. Sellman indicated the uses on this site require 53 parking and there were currently 128 parking stalls onsite. She noted the city does not regulate how the parking spaces were allotted to the tenants within the property. She explained it was clear to the city some of the vehicles were being stored outdoors, which was only allowed through a CUP and the parking was screened.

Moved by Councilmember Newland, seconded by Councilmember Robertson, to table consideration of this item for 60 days to provide staff time to address code enforcement issues of outside storage and parking.

Motion adopted unanimously.

10. Administration

10.1. 2026-012 Accept Quotes for Playground Equipment from Landscape Structures and Playground Installation by Flagship Recreation at Jefferson Park
Sponsors: Jerome Krieger, Park and Recreation Director

Parks and Recreation Director Krieger stated pursuant to the city's purchasing rules, staff is bringing forward quotes for playground equipment from Landscape Structures and playground installation by Flagship Recreation for Jefferson Park.The city council discussed the playground replacement projects at the September 15, 2025, council workshop meeting. The council consensus was to move forward with the Jefferson playground replacement project. During the December 15, 2025, council meeting, finance presented the preliminary capital improvement program which included budgets for all projects proposed in 2026. The council approved the 2026 parks capital improvement program budget which appropriated $115,000 for the replacement of Jefferson playground. Utilizing cooperative purchasing contracts, parks and recreation staff requested a quote for playground equipment provided by Landscape Structures and playground installation by Flagship Recreation for Jefferson Park. The quoted cost of the playground equipment is $75,745. The quoted cost of the installation is $39,228. Staff recommends accepting the quotes for a total project cost of $114,973.

Mr. Krieger explained staff, under the cooperative purchasing contract of U.S. Communities Government Alliance, would utilize the USGA pricing structure and purchase the playground equipment line manufactured by Landscape Structures and supplied by Flagship Recreation. Using the USGA cooperative will save the city over $6,400. As part of the process, staff met with Flagship Recreation to develop design concepts for the park. From that meeting, two concepts were identified. Staff presented two options to the Park Board, which recommended the proposed design. Additional public feedback was also solicited via social meeting. Staff commented further on the proposed equipment replacement and requested the council accept the quotes and installation as proposed by Flagship Recreation for Jefferson Park.

Moved by Councilmember Newland, seconded by Councilmember Larson, to Accept Quotes for Playground Equipment from Landscape Structures and Playground Installation by Flagship Recreation at Jefferson Park.

Councilmember Newland thanked staff for working diligently to get 50 years out of some of the current playground equipment.

Councilmember Massoglia shared comments and questioned if there was a need to replace this full playground structure. He explained he preferred that repairs continue and suggested the current structure remain in place versus replacing the entire structure with something smaller and less swings. Mr. Krieger stated staff has working to repair and maintain this playground for several years and noting this playground structure was becoming a maintenance concern.

Motion adopted 6-1 (Councilmember Massoglia opposed).

10.2. ORD 25-2597 Second Reading

Amend City Charter Chapter 5. Initiative and Referendum, Adding Section 5.14 Recall and Chapter 2. Form of Government, Sec. 2.04 Vacancies in the Council

Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen requested the council hold second reading and adopt the proposed ordinance that would provide a recall process for mayor or councilmembers.

Moved by Councilmember Massoglia, seconded by Councilmember Fleming, to adopt the Second Reading of Ordinance No. 25-2597, Amending City Charter Chapter 5. Initiative and Referendum, Adding Section 5.14 Recall and Chapter 2. Form of Government, Sec. 2.04 Vacancies in the Council.

Motion adopted unanimously.

10.3. ORD 25-2595 Second Reading

Ordinance Amending Chapter 2 - Administration, Article V. - Ordinance Violations, Division 2. Administrative Adjudication and Chapter 86 - Utilities, Division 2 - Fire Services, Sec. 86-74

Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen stated staff is recommending an amendment to the city's administrative adjudication ordinance to better address the administrative citation process and amendments to check valve/meter fines.

Moved by Councilmember Newland, seconded by Councilmember Larson, to adopt the Second Reading of Ordinance No. 25-2595, Amending Chapter 2 - Administration, Article V. - Ordinance Violations, Division 2. Administrative Adjudication and Chapter 86 - Utilities, Division 2 - Fire Services, Sec. 86-74.

Motion adopted unanimously.

10.4. ORD 25-2596 Second Reading
Ordinance Amending Chapter 22 - Businesses Article V.- Peddlers, Solicitors, and Transient Merchants
Sponsors: Cathy Sorensen, City Clerk

Ms. Sorensen stated council is asked to consider ordinance amendments clarifying licensing for solicitors in the city.

Moved by Councilmember Newland, seconded by Councilmember Ford, to adopt the Second Reading of Ordinance No. 25-2596, Amending Chapter 22 - Businesses Article V.- Peddlers, Solicitors, and Transient Merchants.

Councilmember Larson confirmed this ordinance didn't address individuals being present in highway medians. Ms. Sorensen reported this was the case.

Motion adopted unanimously.

10.5. 2026-013 Motion to Authorize Mayor and City Manager to Enter into a Contract with Bolton & Menk, Inc. for Professional Design and Construction Services for the 2026 Quincy Area Street Reconstruction Project, Improvement Project No. T2604.
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated council is requested to approve a contract from Bolton & Menk for professional services for final design and construction services for the 2026 Quincy Area Street Reconstruction Project, Improvement Project No. T2604 in the amount of $450,502. Staff provided further information regarding the engineering services that would be provided by Bolton & Menk for this project.

Moved by Councilmember Newland, seconded by Councilmember Ford, to Authorize Mayor and City Manager to Enter into a Contract with Bolton & Menk, Inc. for Professional Design and Construction Services for the 2026 Quincy Area Street Reconstruction Project, Improvement Project No. T2604.

Motion adopted 6-1 (Councilmember Robertson opposed).

10.6. 2026-014 Motion to Authorize Mayor and City Manager to Enter into a Contract with SEH for Final Design and Construction Services for the 2026 Meadowbrook Area Street Reconstruction Project, Improvement Project No. T2606.
Sponsors: Daniel Schluender, Director of Engineering

Mr. Schluender stated council is requested to approve a contract from SEH for final design and construction services for the 2026 Meadowbrook Area Street Reconstruction Project, Improvement Project No. T2606 in the amount of $341,300.

Moved by Councilmember Massoglia, seconded by Councilmember Fleming, to Authorize Mayor and City Manager to Enter into a Contract with SEH for Final Design and Construction Services for the 2026 Meadowbrook Area Street Reconstruction Project, Improvement Project No. T2606.

Motion adopted 6-1 (Councilmember Robertson opposed).

11. Other Business

Mr. Thorvig encouraged the public to share their comments or concerns via the city council email or to contact city staff at any time.

12. Adjournment

Moved by Councilmember Robertson, seconded by Councilmember Larson, to adjourn the meeting at 8:45PM.

Motion adopted unanimously.

CITY OF BLAINE
THE GREAT SEAL OF THE STATE OF MINNESOTA
MNI SOTA MAKOCE
MINNESOTA

Signed by ______________________
Tim Sanders, Mayor

Signed by ______________________
Catherine M. Sorensen, City Clerk