



# City Council

## Regular Meeting

~ Minutes ~

1408 Lake Street South  
Forest Lake, MN 55025  
[www.ci.forest-lake.mn.us](http://www.ci.forest-lake.mn.us)

Karin Derauf, Deputy City Clerk

Monday, March 14, 2022

7:00 PM

City Center - Council Chamber

### 1. Call to Order

### 2. Roll Call

Attendee Name	Title	Status	Arrived
Mara Bain	Mayor	Absent	
Sam Husnik	Councilmember		7:00 p.m.
Kathy Bystrom	Councilmember		7:00 p.m.
Kelly Monson	Councilmember	Absent	
Hanna Valento	Councilmember		7:00 p.m.

### 3. Pledge of Allegiance

### 4. Approve the Agenda (Action)

Motion to: Approve the Agenda

Comments:

<b>RESULT:</b>	<b>ADOPTED [UNANIMOUS]</b>
<b>MOVER:</b>	Hanna Valento, Councilmember
<b>SECONDER:</b>	Kathy Bystrom, Councilmember
<b>AYES:</b>	Husnik, Bystrom, Valento
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Bain, Monson

### 5. Open Forum – Citizen Petitions, Requests, and Concerns

*The Open Forum is available for residents to express personal opinions for any item of business. Please limit your comments to three (3) minutes.*

### 6. Consent Agenda Considerations (Action Items)

Motion to: Approve Consent Agenda Items 6. a. through 6. e.

Comments:

- a. Approve City Bills
- b. Approve Minutes from February 28, 2022 Council-EDA-DTC Workshop
- c. Approve Minutes from February 28, 2022 Regular Council Meeting
- d. Roxie’s Hope – GL240B Gambling Excluded Bingo Permit
- e. Resolution 03-14-22-01 – Minnesota DNR Outdoor Recreation Grant Application



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\*Council may remove any item from the consent agenda for specific consideration.

<b>RESULT:</b>	<b>ADOPTED [3 TO 0]</b>
<b>MOVER:</b>	Kathy Bystrom, Councilmember
<b>SECONDER:</b>	Hanna Valento, Councilmember
<b>AYES:</b>	Husnik, Bystrom, Valento
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Bain, Monson

### 7. Regular Agenda (Action Items)

#### a. Birchwood Estates Preliminary Plat and PUD

**Motion to:** Approve Birchwood Estates Preliminary Plat with the Five Conditions Provided by Staff  
**Comments:** Interim Zoning Administrator, Nathan Fuerst, provided information on the Birchwood Estates Preliminary Plan and PUD. He summarized that the development is 74 single-family residential detached homes noting that twenty-one (21) of them are detached townhomes. He indicated that they are consistent with the Comprehensive Plan and noted that the lots are 65, 70 and 80 foot wide lots with deviation requests. He commented that there is parkland as part of the project and the applicant is proposing to split the parkland dedication as green space and cash in lieu of approximately \$70,000.00. He provided graphics that demonstrated the plat noting where the parkland space will be located.

Fuerst commented on the woodland preservation and stages of the development. He noted that a neighborhood meeting has been hosted along with a public hearing regarding the project. He also noted that the City Engineer provided comments on the development. He commented that a unanimous vote would be required due to Councilmembers' absence at the meeting.

<b>RESULT:</b>	<b>ADOPTED [3 TO 0]</b>
<b>MOVER:</b>	Kathy Bystrom, Councilmember
<b>SECONDER:</b>	Sam Husnik, Councilmember
<b>AYES:</b>	
<b>NAYS:</b>	
<b>ABSTAIN:</b>	
<b>ABSENT:</b>	Bain, Monson

**Motion to:** Approve Birchwood Estates PUD with the Five Conditions Provided by Staff  
**Comments:**



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**RESULT:** ADOPTED [3 TO 0]  
**MOVER:** Kathy Bystrom, Councilmember  
**SECONDER:** Sam Husnik, Councilmember  
**AYES:**  
**NAYS:**  
**ABSTAIN:**  
**ABSENT:** Bain, Monson

**b. Resolution 03-14-22-02 – 2022-2023 Lift Station and Forcemain Improvements – Project Award**

**Motion to:** Approve Resolution 03-14-22-02 for the 2022-23 Lift Station and Forcemain Improvement Project Awarding the Project to Minger Construction Companies Inc. in the Amount of \$3,978,710.00

**Comments:** City Engineer, Ryan Goodman, provided brief explanation of the 2022-2023 Lift Station and Forcemain Improvements.

**RESULT:** ADOPTED [3 TO 0]  
**MOVER:** Kathy Bystrom, Councilmember  
**SECONDER:** Hanna Valento, Councilmember  
**AYES:** Husnik, Bystrom, Valento  
**NAYS:**  
**ABSTAIN:**  
**ABSENT:** Bain, Monson

**c. Resolution 03-14-22-03 – Water Treatment Plant No. 4 – Project Award**

**Motion to:** Approve Resolution 03-14-22-03 for the Water Treatment Plant No. 4 Project Awarding the Project to Municipal Builders, Inc. in the amount of \$8,479,757.00

**Comments:** City Engineer, Ryan Goodman, provided brief explanation of the Water Treatment Plant No. 4 project.

**RESULT:** ADOPTED [3 TO 0]  
**MOVER:** Kathy Bystrom, Councilmember  
**SECONDER:** Sam Husnik, Councilmember  
**AYES:** Husnik, Bystrom, Valento  
**NAYS:**  
**ABSTAIN:**  
**ABSENT:** Bain, Monson



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### d. Resolution 03-14-22-04 – North Shore Circle Street and Utility Improvements – Project Award

**Motion to:** Approve North Shore Circle Street and Utility Improvement Project Awarding the Project to Meyer Contracting Inc. in the amount of \$2,778,778.16

**Comments:** City Engineer, Ryan Goodman, provided brief explanation of the North Shore Circle Street and Utility Improvement project.

**RESULT:**           **ADOPTED [3 TO 0]**  
**MOVER:**           Kathy Bytrom, Councilmember  
**SECONDER:**       Hanna Valento, Councilmember  
**AYES:**             Husnik, Bystrom, Valento  
**NAYS:**  
**ABSTAIN:**  
**ABSENT:**          Bain, Monson

### e. 2022 Public Works and Engineering Standards

**Motion to:** Approve 2022 Public Works and Engineering Standards

**Comments:** City Engineer Goodman noted that the Public Works and Engineering Standards are an annual review with necessary updates which include information on lighting, and new stormwater requirements.

**RESULT:**           **ADOPTED [3 TO 0]**  
**MOVER:**           Hanna Valento, Councilmember  
**SECONDER:**       Sam Husnik, Councilmember  
**AYES:**             Husnik, Bystrom, Valento  
**NAYS:**  
**ABSTAIN:**  
**ABSENT:**          Bain, Monson

### f. City Center and Senior Center Conference Room Use Policy

**Motion to:** Table the City Center and Senior Center Conference Room Use Policy Until the Next Council Meeting

**Comments:** Deputy City Clerk Derauf provided information on the City Center and Senior Center Conference Room Use Policy noting the changes to the policy which included the addition of the Senior Center location to the policy, the room capacities for standard and social distancing, clarification of types of uses and groups for each location, and an update to the fees. There was brief discussion by Councilmembers that they would like to see a separation of fees for residents versus non-residents rather than one flat fee. Deputy Clerk Derauf indicated she would bring back a different fee structure for Council to review at the next meeting.



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**RESULT:** ADOPTED [3 TO 0]  
**MOVER:** Sam Husnik, Councilmember  
**SECONDER:** Hanna Valento, Councilmember  
**AYES:** Husnik, Bystrom, Valento  
**NAYS:**  
**ABSTAIN:**  
**ABSENT:** Bain, Monson

### g. New Hire – Administrative Assistant I (Accounts Payable/Receivable)

**Motion to:** Approve the New Hire for the Administrative Assistant I Position

Comments: City Administrator Casey presented brief information on the vacant positions in the Finance Department and noted that the position of Administrative Assistant I has been offered to Jamie Thury.

**RESULT:** ADOPTED [3 TO 0]  
**MOVER:** Kathy Bystrom, Councilmember  
**SECONDER:** Hanna Valento, Councilmember  
**AYES:** Husnik, Bystrom, Valento  
**NAYS:**  
**ABSTAIN:**  
**ABSENT:** Bain, Monson

## 8. Discussion

Comments: No Discussions

## 9. Staff Updates

Comments: City Engineer Goodman commented on the Washington County RFP for Highway 61 through Hugo and Forest Lake. City Administrator Casey commented that there will be interviews for the Community Development Director position. He also commented on zoning requests that will come forward to meet the Comprehensive Plan. Assistant City Administrator Udem commented that he will reach out to the downtown planner to get the next steps, and also that there will be some joint workshops with the EDA to discuss the Business Subsidy Policy. Deputy City Clerk Derauf commented on elections redistricting and submission to the County, and also the Board of Appeals Meeting, noting that the meeting is scheduled for April 11, 2022 at 5:30 p.m.

## 10. Mayor and City Council Updates

Comments: Councilmember Bystrom commented on the passing of Ron Schaffer and how much she valued the consistency with his meeting attendance and making his voice heard. Councilmember



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Valento noted that she attended the Watershed District Meeting. She also commented on the Rush Line Corridor noting that it has been transferred to Metropolitan Council and is now called the Purple Line. Councilmember Husnik commented that he attended the EDA Meeting earlier in the evening and provided an update of the EDA discussions.

### 11. Adjourn

**Motion to:** Adjourn

Comments:

<b>RESULT:</b>	<b>ADOPTED [3 to 0]</b>
<b>MOVER:</b>	Hanna Valento, Councilmember
<b>SECONDER:</b>	Kathy Bystrom, Councilmember
<b>AYES:</b>	Husnik, Bystrom, Valento
<b>ABSENT:</b>	Bain, Monson