



City Council

Regular Meeting

~ Minutes ~

1408 Lake Street South
Forest Lake, MN 55025
www.ci.forest-lake.mn.us

Karin Derauf, Deputy City Clerk

Monday, July 25, 2022

7:00 PM

City Center - Council Chamber

1. Call to Order

2. Roll Call

Attendee Name	Title	Status	Arrived
Mara Bain	Mayor	Present	
Sam Husnik	Councilmember	Present	
Kathy Bystrom	Councilmember	Present	
Kelly Monson	Councilmember	Present	
Hanna Valento	Councilmember	Present	

3. Pledge of Allegiance

4. Approve the Agenda (Action)

Comments:

Motion to: Approve the Agenda

RESULT: ADOPTED [UNANIMOUS]
MOVER: Kelly Monson, Councilmember
SECONDER: Hanna Valento, Councilmember
AYES: Bain, Husnik, Bystrom, Monson, Valento
NAYS:
ABSTAIN:
ABSENT:

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)

Comments:

- a) Approve City Bills
- b) Approve Minutes from June 27, 2022 Regular Council Meeting
- c) Water Treatment Plant No. 4 – Contractor Request for Payment No. 3
- d) 2021-2022 Sanitary Sewer Lining Project – Contractor Request for Payment No. 2 and Final
- e) North Shore Circle Utility & Street Improvements – Contractor Request for Payment No. 2



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- f) Pheasants Forever MN Habitat Fund - LG220 Gambling Exempt Permit
- g) Ducks Unlimited and VFW – LG220 Gambling Exempt Permit
- h) Ducks Unlimited and Lone Oak Grill – LG220 Gambling Exempt Permit
- i) Forever Green Liquors LLC dba Westlake Liquor Warehouse - Off-Sale Liquor License - NEW
- j) Forever Green Liquor LLC dba Westlake Liquor Warehouse - Tobacco License – NEW
- k) American Legion – Outdoor Entertainment Permit
- l) Coffeesmith Site Improvements – Final Project Acceptance
- m) JPA with Washington County Sheriff’s Office - Records Management System
- n) Arts in the Park Entertainment Agreements
- o) Airport Infield Drainage Grant Amendment Approval

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

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

7. Regular Agenda (Action Items)

a. Downtown Plan Approval

Comments: Assistant City Administrator, Dan Udem, provided an introduction of the Downtown Plan. He also noted that the EDA, Planning Commission, and Parks, Trails, and Lakes Commission have all recommended approval of the Plan.

Rita Trapp, HKGI, provided information on the finalized Plan including the planning process, community engagement information, the resulting Downtown Vision Statement, a Downtown Guide as an aerial map format, a detailed implementation plan with cost estimates and phasing projects, and she also noted that the Plan has been recommended for approval by the EDA, Planning Commission, and the Parks, Trails, and Lakes Commission.

Councilmember Husnik commented that he supports the Plan. Councilmember Bystrom also commented that she agrees with Councilmember Husnik and supports the Plan. She indicated she appreciated the community engagement that the residents and stakeholders were able to participate in. Councilmember Monson commented that she appreciated the process that HKGI followed especially the community engagement. She referenced the discussions at the Parks, Trails, and Lakes Commission regarding a teen park.



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Mayor Bain commented on costs as a gauge to understand future funding resources to Plan implementation. She noted that the estimated costs are to help provide guidance and overall structure to what is possible for the revitalization of the Downtown area.

Motion to: Approve the Downtown Plan

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kelly Monson, Councilmember
SECONDER:	Kathy Bystrom, Councilmember
AYES:	Bain, Husnik, Bystrom, Monson, Valento
NAYS:	
ABSTAIN:	
ABSENT:	

b. Resolution 07-25-22-01 – Approve Midco Border to Border Broadband Grant Application

Comments: Assistant City Administrator Udem provided information regarding broadband internet and a border to border broadband grant through MN DEED. He indicated that this broadband grant will serve 341 homes if it is approved and granted. He noted that this is a competitive grant process, which is why Midco has reached out to the City of Forest Lake for a Letter of Support for the grant application process. He discussed a local match of \$50,000 to assist in securing the grant. He also indicated that DEED will notify later this year who will receive funding via the grant.

Mayor Bain asked about the timing for the \$50,000 match and where will the funding source come from. Assistant City Administrator Udem indicated that the city budgeting match for this potential grant award to Midco would be in 2024.

Motion to: Approve that Mayor Bain Signs Letter of Support for Midco to Apply for Grant Funding and Approve Resolution 07-25-22-01 for the Midco Border to Border Broadband Grant Application

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Kathy Bystrom, Councilmember
SECONDER:	Sam Husnik, Councilmember
AYES:	Bain, Husnik, Bystrom, Monson, Valento
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c. Construction of Well No. 7 and Well No. 6 – Approve Plans and Specifications and Authorize Ad for Bid

Comments: City Engineer, Ryan Goodman, provided brief information on the construction of Well No. 7 and Well No. 6, the approval of the plans and specifications, and the request to authorize an Ad for Bid on the project.

Motion to: Approve Construction of Well No. 7 and Well No. 6 and Approve Plans and Specifications and Authorize Ad for Bid

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mara Bain, Mayor
SECONDER:	Hanna Valento, Councilmember
AYES:	Bain, Husnik, Bystrom, Monson, Valento
NAYS:	
ABSTAIN:	
ABSENT:	

d. Resolution 07-25-22-02 - 190th St N – Daninger Minor Subdivision (PID 2803221430001)

Comments: Community Development Director Wittman provided information on the property located at 190th St. N. and a Minor Subdivision application. She indicated that the request has been recommended for approval by the Planning Commission along with approval by the Parks, Trails, and Lakes with \$3,500 for park dedication fees in lieu of land dedication.

Motion to: Approve Resolution 07-25-22-02 - 190th St N – Daninger Minor Subdivision (PID 2803221430001) with the Six Condition as Listed in the Resolution

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Sam Husnik, Councilmember
SECONDER:	Kelly Monson, Councilmember
AYES:	Bain, Husnik, Bystrom, Monson, Valento
NAYS:	
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8. Discussion

Comments:



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9. Staff Updates

Comments:

Deputy City Clerk Derauf commented that Board of Appeals training is currently open until February 1, 2022, and that the statute requires at least one Councilmember trained by that date.

Assistant City Administrator Udem, commented on the website update progress.

Community Development Director Wittman commented on the City Planner vacancy to replace the previous Zoning Administrator.

City Administrator Casey indicated that Staff is developing training programs for Council and Commissions on member responsibilities. He also commented on the 2023 budget process beginning in August. He indicated that there will be future closed sessions to discuss labor negotiations.

Public Works Director Adams indicated that the City received the plumbing permit for the Castlewood building.

City Engineer Ryan Goodman commented on the Chamber Golf Event today and noted that there were many new participants this year. He commented on public engagement event on August 15, from 4:30 to 6:30 p.m., in the Community Room regarding CSAH 32.

Chief Peterson provided a reminder about Tuesday, August 2, for Night to Unite block parties. He noted they will also be at Arts in the Park on Tuesday evening.

Finance Director Knopik commented that the Finance Department has a new Utility Billing Administrative Assistant that started today.

10. Mayor and City Council Updates

Comments:

Councilmember Husnik commented that he attended the Joint Fire Board Meeting where retention, wages and other information was discussed.

Mayor Bain commented that she has spent time with the various Commissions regarding the Downtown Plan and thanked them for their comments and contributions.

11. Adjourn

Comments:

Motion to: Adjourn



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