

**CITY OF WACONIA
JULY 7, 2025**

1. CALL MEETING TO ORDER AND ROLL CALL

Mayor Litfin called the July 7, 2025, City Council meeting to order at 6:00 p.m. with all Council Members present.

2. PLEDGE OF ALLEGIANCE

Mayor Litfin led all in the Pledge of Allegiance.

3. PROCLAMATIONS

None

4. ADOPT AGENDA

Motion to Adopt the Agenda as Published made by Council Member Coleman, seconded by Council Member Grengs.

MOTION CARRIED.

5. PUBLIC HEARING

PUBLIC HEARING - Annexation - Song River Holdings Property, Serbus Property and Elm Creek Road

Lane Braaten, Community Development Director, gave a brief description of this agenda item stating a public hearing is required for the annexation of approximately 29 acres at the intersection of Highway 284 and Elm Creek Road. This includes properties of Song River Holdings, Thomas Serbus's property, which is the driveway element that serves two driveways, and the western portion of Elm Creek Road. The property is currently located in Waconia Township, and the annexation has been submitted in association with a residential development titled Elm Creek Ridge by Magellan Land Development. Waconia Township has approved this annexation. This property is guided for low and medium density residential.

Jacob and Amber Sands, 10475 Elm Creek Road. Jacob is also representing the Hendricks property and stated that Elm Creek Road has been maintained privately by the two properties on the road for over 50 years and realizes that this property will be developed. The concern is traffic, especially with so much more development that will occur in this area. Elm Creek Road is a barrier between the City and the Township and the resident feels Elm Creek Road is not built for a large number of vehicles and traffic. Resident is requesting to have the new neighborhood exit off the property on the northside into the new neighborhood.

The Magelland Land Development representative stated that he is in agreement that Elm Creek Road and Highway 284 are major components of this development. His company has conducted a traffic study on this area and has had numerous discussions with MnDOT to improve this intersection, add a turn lane, and ways to improve the safety at this intersection.

Motion to close the public hearing made by Siddons, second by Gleason
MOTION CARRIED.

Motion to Adopt Resolution No. 2025-168 Approving the Joint Resolution to Annex Portions of PID #090261211, PID #090261120 and a Segment of Elm Creek Road made by Gleason seconded by Grengs.
MOTION CARRIED.

6. OPEN FORUM

None

7. COMMUNITY INTEREST PRESENTATIONS

None

8. ADOPT CONSENT AGENDA

- 1) City Council Minutes June 16, 2025**
- 2) Approve July 7, 2025 Expenditures**
- 3) Contractor Pay Request - Downtown Reconstruction Phase 3 to GMH Asphalt Corporation #2**
- 4) Contractor Pay Request - CSAH 10 & Waconia Parkway North Improvements to Minger Construction #1**
- 5) Contractor Pay Request - Downtown Reconstruction Phase 2 to W.M. Mueller & Sons #7**
- 6) Accept Proposal for Lift Station Pump Controller Upgrade and Installation**
- 7) Sale or Disposal of Surplus Equipment**
- 8) Holbrook Development Agreement**
- 9) Special Event Permit - Back to School Jamboree**
- 10) Approve Temporary On-Sale Liquor License for the Waconia Legion Post 150**
- 11) Temporary On-Sale Liquor License Waconia Legion Post 150 - Nickle Dickle Day**
- 12) Special Event Permit - Iron Tap**

Motion to Adopt the Consent Agenda as published Pulling Consent Agenda Item 8.6

Accept Proposal for Lift Station Pump Controller Upgrade and Installation made by Coleman seconded by Gleason
MOTION CARRIED.

9. COUNCIL BUSINESS

1) Discussion and Staff Direction - Utility Bill Penalty and Door Hanger Fee - 1757 Sandbar Circle

Nicole Meyer, Finance Director, stated this agenda item is for the Council to provide staff direction. The Finance Director and City Administrator were requested by email for forgiveness of door hanger and late penalty fees for the property at 1757 Sandbar Circle. Meyer reviewed the process and Ordinance procedures that were followed by staff for door hangers and penalty fees. Meyer and Fineran reviewed all the documents and information and determined that staff followed these procedures. As per the City's financial policies and guidelines, Staff cannot remove these fees and this request would have to be approved by Council.

Council was in agreement that staff followed City's policies, procedures, and protocols and that the fees would not be removed from the account.

2) Cable Television Franchise Ordinance with Comcast

Jackie Schulze, Assistant City Administrator, stated to the Council that over the past several months, Staff have been working with Comcast regarding a franchise agreement and Ordinance. In April of 2025 the Council approved the Notice of Intent of applications. At the June Public Hearing, Comcast was present to respond to Council and resident questions. For the last several weeks, Staff have been working with Comcast on the franchise agreement, which basically is the same franchise agreement with MediaCom.

Basically, this is a ten-year agreement with a possible extension upon satisfactory performance and is not exclusive. Comcast will pay a 5% franchise fee based on the revenues from the cable television services only. Comcast has submitted the \$5,000 application fee along with an additional \$5,000 escrow upon approval.

Motion to adopt Ordinance No. 782 Creating a Cable Franchise Agreement with Comcast made by Gleason seconded by Siddons
MOTION CARRIED.

Motion to adopt Resolution No. 2025-175 Authorizing Summary Publication for Ordinance #782 made by Grengs, seconded by Coleman
MOTION CARRIED.

3) Approve 2025 Capital Equipment Purchases

Jon Haukaas, Public Services Director, stated that staff have been reviewing the capital improvement budget and specifically determining operations, efficiencies, and usage of equipment. Also looking into snow removal equipment as snow operations

are the single most personnel and equipment-intensive service provided. In the current 2025 budget there is a tandem dump truck with plow equipment, a tractor with plow equipment, and a Skid Steer (replacement) with plow equipment. As the City has a large number of routes, all staff are needed at every snow event. Staff determined that the equipment in the capital improvement budget is not the best fit nor the most efficient for the City.

Staff are recommending the purchase of:

A second wheel-loader which is the same model that the City currently owns. This would eliminate the need to rent a second wheel-loader for the winter season.

A 25' Diamond Boom Mower Attachment to the front of the wheel loader

Fusion Coupler eliminates the chain-on Attachment

Box Plow for Loader for Skidsteer

Compact Excavator used by all divisions

The total cost of the recommended equipment is \$515,978.90 against an available budget of \$520,635.53. Staff are not requesting an increase to the budget, just different equipment to approve overall safety and efficiency. Staff compared the Minnesota State Cooperative Purchasing Program and the Sourcewill Cooperative Purchasing programs to find the best pricing for this equipment along with the most competitive bids.

Motion Adopting Resolution No. 2025-175 Authorizing Acquisitions of 2025 Capital Equipment made by Coleman seconded by Grengs

MOTION CARRIED.

4) Accept Proposal for Pavement Preservation Program

Jon Haukaas, Public Services Director, stated Staff have been investigating alternatives to traditional sealcoat as a pavement preservation method. Recent research by MnDOT and the Local Road Research Board has shown that petroleum-based spray-on rejuvenators are showing good results in Minnesota at a similar or lower price. Traditionally, the oil used in seal-coating was the bottom of the barrel, which means less quality for the end product. Also, this process can only be completed with the right pavement conditions, the right weather, and should be completed early in the life of the pavement. Pavement binders are a combination of asphalt for bonding and maltenes for flexibility and durability. Maltenes degrade in the manufacturing process and oxidize when exposed to UV. Oxidation first appears as small cracks, loss of fine aggregates and then revealing.

Rejuvenating Asphalt extends the durability and lifespan with a spray on application that penetrates the surface of the pavement. The new technology extends road life by 5–10 years and can be reapplied 2–3 times in 5-7 year intervals. The spray on application is pink with a sand covering while the product is curing. After a few days, the sand is swept away. Another benefit is that the treated roads do not require stripping as this is a clear sealant. Staff are confident that the City will be getting a better product at a lower cost.

Motion to Accept Proposal for the Asphalt Rejuvenator Application made by Grengs seconded by Siddons
MOTION CARRIED.

5) 1st Street Loading Zone

Shane Fineran, City Administrator, stated that Municipal Ordinance Section 632.01 establishes the Council authority in establishing truck and loading zones by Resolution within the community. During the hours of 6 a.m. to 9 p.m. the Council may specify these areas to be only for truck parking and/or loading zones. Outside the specified hours, these areas can then be accessed by the public for parking purposes.

If the Council approves, it could consider designating the south edge of 1st Street to the west of Olive where the curb cut exists, adjacent to 101 1st Street West as a Loading Zone pursuant to Section 632.01, subd. 3. This area is signed as "No Truck Parking", however. Historically, the use was as a truck and passenger loading zone. Designating this area as a loading zone will allow for the discharge of passengers or freight by motor vehicles between the hours of 6 a.m. to 9 p.m. Based on the designation of a loading zone, parking by the public could be had between the hours of 9 a.m. to 2 a.m. After 2 a.m., no parking is allowed on the business district streets by Ordinance.

Motion to adopt Resolution No. 2025-177 Declaring 1st Street West Loading Zone made by Gleason, seconded by Grengs
MOTION CARRIED.

10. ITEMS REMOVED FROM CONSENT AGENDA

Mayor Litfin pulled Consent Agenda Item 8.6 *Accept Proposal for Lift Station Pump Controller Upgrade and Installation*. The Mayor requested this item to be pulled as it did not follow a bid process.

Jon Hauskaas, Public Works Director, stated that the City is under contract with Electric Pump as the integrator and maintenance vendor and, if directed by Council, Staff will start the process again as a bid process. If this direction is directed, the process will accumulate into multiple steps, including the reprogramming of the City's systems. It is recommended by Staff that the City remain consistent and standardized as this is a critical piece of infrastructure.

Motion to Adopt Resolution No. 2025-169 Approving Electric Pump Quote for Lift Station Control Upgrade made by Coleman second by Grengs
MOTION CARRIED.

11. REPORTS/EMERGING ISSUES

1) Staff Reports

Jackie Schulze stated that on Thursday, July 10th, The Bazillions will be performing at Waterford Park starting at 5:00 p.m.

2) Councilmember Siddons

Nothing to report.

3) Councilmember Coleman

Nothing to report.

4) Councilmember Gleason

Nothing to report.

5) Councilmember Grengs

Nothing to report.

6) Mayor Litfin

Mayor Litfin stated:

June 17th: thanked the Waconia Senior Center Staff for hosting a Root Beer Float Day.

June 18th: participated in a Mayoral call with Congressional representative Emmers office.

June 25th through June 27th: attended the League of Minnesota Cities Conferences.

12. ANNOUNCEMENTS

13. ADJOURN REGULAR MEETING

Motion to Adjourn the July 10, 2025, City Council Meeting at 7:20 p.m. made by Council Member Gleason seconded by Council Member Coleman.

MOTION CARRIED.

WORK SESSION: CITY COUNCIL ROUND TABLE

UPCOMING CALENDAR OF EVENTS/MEETINGS:

14. CLOSED SESSION

1) Economic Development Authority (EDA) Session

Motion to reconvene for the Economic Development Authority (EDA) Session

Tim Litfin, Mayor

ATTEST:

Sue Schwalbe, Administrative Specialist