

CITY OF WACONIA
APRIL 7, 2025

1. CALL MEETING TO ORDER AND ROLL CALL

Pursuant to due call and notice thereof, the regular meeting of the City Council of the City of Waconia was called to order by Mayor Litfin at 6:00 PM.

The following Council Members were present: Tim Litfin, Nick Gleason, Jeff Grengs, Derek Siddons

The following Council Members were absent: Jacob Coleman

The following staff were present: Shane Fineran, Jackie Schulze, Lane Braaten, Nichole Meyer, Jody Lechner, Jon Haukaas, Mike Dressel, Jake Saulsbury of Bolton & Menk, Doug Bode, John Wagener and City Attorney Mike Melchert.

2. PLEDGE OF ALLEGIANCE

3. ADOPT AGENDA

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

MOTION CARRIED.

4. PUBLIC HEARING

5. VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE

1) Jodi Edstrom - Carver County Library Director

Jody Estrom represents the Carver County Library and shared a brief PowerPoint Presentation with the Council reviewing the 2024 State of the Library Waconia Branch. Nearly 1.5 million checkouts in 2024 across the County and 46% of the total attributed to youth. E-books and audiobook checkouts increased by 25%, which shows a continual growth in digital usage. Also, there was an increase in adult services with a 20% increase in program attendance. New to the system are self-checks and a virtual library card expansion.

Margo Barry, the Waconia Library representative, shared information on children's programming, teen programming, and adult programming. Stating that children's programming is increasing and typically has special guests. Teen programming with 53 teen volunteers and 7,373 County-wide program attendees. Adult programming has a huge opportunity for growth. The next steps for the library are its continued growth and to add more programs.

2) Mike Werner - Waconia Lions Club

The Waconia Lions updated the Council on an upcoming event. Mike Werner stated that the Waconia Lions have been active in Waconia for 80 years and provide children's fishing events, rodeo events, scholarships, poinsettias to seniors, and much more. The Wild Game Dinner is one of the largest events sponsored by the Lions and is scheduled for April 26, 2025, at the Carver County Fairgrounds.

Jeff Boserr, co-chair of the wild game feed, provided the Council with a brief history of this event. This event includes live music, raffles and every child under the age of 16 leaves the event with a fishing rod.

Kelly Wagener shared the menu for this event, which includes walleye, sunfish, exotic appetizers, and a pork chop dinner. New this year is pickled pheasant gizzards.

Bob Rehbein, co-chair, stated that \$174,000 goes back to the community and the Lions have no paid positions--all volunteers. Some of the items the Lions donate are fireworks, holiday street decorations and donations to the food shelf.

6. ADOPT CONSENT AGENDA

- 1) March 17, 2025, City Council Minutes**
- 2) March 24, 2025, City Council Minutes**
- 3) Approve the April 7, 2025 Expenditures**
- 4) Fire Station Pay Request #28 with Kraus-Anderson**
- 5) Fire Station Pay Request #29 with Kraus-Anderson**
- 6) Water Treatment Facility Piping Modifications Pay Request #5**
- 7) Replacement One-Ton Dump Truck and Snow Equipment**
- 8) Morbark Chipper Model BVR16**
- 9) Turf Maintenance Equipment**
- 10) Submit to the Department of Labor and Industry Safety Grant Program**
- 11) Special Event Permit - Memorial Day Parade**
- 12) Exempt Permit from Carver County Pride to Conduct Bingo at Waconia Brewing Company**
- 13) Exempt Permit from Waconia Band Boosters**
- 14) Special Event Permit - Waconia Farmers Market**
- 15) Agreement to use Public Property for Filming**
- 16) Holbrook Final Plat - Pulte Homes of Minnesota LLC**
- 17) Holbrook 2nd Addition Final Plat**
- 18) Door Lock System Additions Project - Water Treatment Plant**

Motion to Adopt the Consent Agenda as Published pulling Item 6.14 Special Event

Permit - Waconia Farmers Market. Motion was made by Council Member Grengs, seconded by Council Member Gleason.

MOTION CARRIED.

7. COUNCIL BUSINESS

1) Order Feasibility Report and Assessment Benefit Evaluation for the 2026 Downtown Phase 4 Reconstruction Project

Jon Haukaas, Public Services Director, stated the 2026 Downtown Reconstruction Phase 4 Project is generally described as along 1st Street from Olive Street to Spruce Street, Elm and Pine Streets between 1st and 2nd Streets, and 2nd Street from Elm Street to Pine Street. As the geographical surveys are complete, staff are requesting approval to proceed with the preliminary design items, the Feasibility Study, and the Assessment Benefit Evaluation of the Phase 4 project.

Shane Fineran, City Administrator, stated that previously the City vacated the Pine Street ROW and dedicated the ROW to St. Joseph Church. Rather than reconstructing Pine Street at this time, Staff are recommending completing the vacation and removing the street surface and returning it to turf. This way, the residents of Waconia will not be paying for the Pine Street ROW as it is owned by St. Joseph Church.

Motion to Adopt Resolution No. 2025-110 Ordering Preparation of Feasibility Downtown Reconstruction Phase 4 made by City Council Member Siddons, seconded by City Council Member Grengs.

MOTION CARRIED.

2) Carpet and Paint Contracts for City Hall Facility Updates

Jackie Schulze, Assistant City Administrator, gave a brief history of this project. Stating Staff received paint and carpet quotes from multiple vendors, including local businesses. The carpeting will include the general office area, maple conference room, oak conference room, olive conference room, and vinyl flooring for the Sheriff's area. Staff is recommending Sage Flooring, the low bidder and a local business here in Waconia. For the paint portion of the project, staff received quotes from three vendors and recommends the low bidder, CentraPro Painters out of Eden Prairie.

Motion to Adopt Resolution No. 2025-111 Approving Contracts for Paint and Carpet for City Hall Facilities made by Council Member Siddons, seconded by Council Member Gleason.

MOTION CARRIED.

8. ITEMS REMOVED FROM CONSENT AGENDA

Mayor Litfin requested Consent Agenda Item Adopt Resolution No. 2025-109 Special Event Permit - Farmers Market be pulled from the agenda for conversation and questions for Staff.

Fineran stated on March 11, 2025, Staff received a Special Event Permit from Excelsior Christkindlesmarket Inc. for a Waconia Farmers Market to be open Thursdays from June 5 through September 25, 1:00 p.m. to 7:00 p.m. at 224 1st Street in Waconia with approximately 40 vendors. The vendors will setup in the southeast corner of the parking lot, which would leave significant space for public parking. Staff believe this would be complimentary to the Music in the Streets event happening at the same time.

Meryl Mackenzie of Excelsior Christkindlesmarket Inc, stated that she is the applicant and the organizer with the help of Nicole Waldron. Meryl stated she would like to adjust the times of the Market to be from 4:00 to 7:00 . Also, due to space, there will only be 20–25 vendors, which could change in the future.

Council Member Siddons stated that he is supportive of this permit but parking might be an issue.

Mayor Litfin agrees that there might be a parking issue and is requesting staff to determine if the fee is correct and if the parking will be a challenge.

Fineran stated the fee is set by the fee schedule and the City does not charge for the number of occurrences of an event. Also stating that the City does have the authority to reconsider the permit, move the event to a different location, and will monitor the event to determine if any changes are required.

Council Member Grengs stated this is a great event for the City. The Council is in agreement.

Nicole Waldron stated this is an event she has been working on for a number of years and is excited it is moving forward. Ashley Spring of Home Again Furnishings is also very supportive of this event.

Motion to Adopt Resolution No. 2025-109 Approving Special Event Permit Waconia Farmers Market made by City Council Member Grengs, seconded by City Council Member Gleason.

MOTION CARRIED.

9. STAFF REPORTS

1) Safari Island Update - Dan Montague

Dan Montague, General Manager of Safari Island, Ice Arena, and the Senior Center and has been on staff for just over three years. There are now 93 employees, which is an increase over the past three years. In 2021, there were 45,000 visits at Safari Island and 16,000 in 2024. The total revenue in 2021 was \$700,000 and \$1,200,000 in 2024. Kristi Sherlock, Assistant General Manager of Safari Island and assists with

overseeing the Senior Center, provided an update on the aquatics division, including retaining staff, improving lessons, and ongoing training. The Shamrock Swim is always very popular with 125 signed up for this event. New circuit and free weights will be up and running this fall along with a sauna. The Senior Center averages 13-15 participants per day with one off-site event per month. Staff will continue to increase all events, both presentations and off-site events. Lastly, the Zamboni will be arriving in May.

2) Hydrant Flushing - Doug Bode and John Wagener

Doug Bode and John Wagener both City staff, gave a brief history as to why cities flush hydrants. Flushing is required to clean the main lines, maintain proper operation of hydrants, and to determine weak spots in the system. The City flushes 1,060 hydrants each spring and 176 hydrants in the fall. Staff spends 100 hours flushing hydrants in the spring and 38 hours flushing in the fall. This time is for flushing only as there is added time for setup and turning off the valves. In the spring, 5,424,750 gallons of water are used and 2,034,000 gallons used in the fall. This water is important to be used for the operation of the hydrants and maintenance of the sytem. Each hydrant requires 19 turns to open and 19 turns to close, which is a total of 46,968 turns by staff. When weak areas are found in the sytem, digs are required and staff conducts unexpected maintenance on the lines. Hydrant flushing will begin on April 21, 2025.

3) Law Enforcement Update - Sgt. Jon Howard

Carver County Sheriff's Office, Sgt. Jon Howard stated that there was a small increase in calls for service in the month of March from 541 to 550. Of those, only 17 calls for service were crimes, as opposed to 32 last March. Looking to April, there will be more enforcement based on pedestrian walkways, sidewalk enforcement and education. In April, three new deputies will be starting with two being trained in Waconia. Security cameras will be installed at the Waconia Regional Park due to late-night vandalism.

10. BOARD REPORTS

1) Councilmember Siddons

Nothing to Report

2) Councilmember Coleman

Absent

3) Councilmember Gleason

Nothing to report

4) Councilmember Grengs

Nothing to report

5) Mayor Litfin

04-02-25 hosted "The Mayor Is In" session with three residents attending
04-02-25 attended at the Senior Center
04-03-25 attended the Carver County Mayors Group to share events and projects
happening in communities
04-04-25 attended the Planning Commission Meeting

11. ANNOUNCEMENTS

Schulze stated the City is updating to new Council Meeting Management software and residents are encouraged to visit the City website and resubscribe to receive minutes and agenda. Go to www.waconia.org, click on the agenda and minutes, click on the subscriptions buttons, and choose the meetings to subscribe to: City Council, Park Board, and Planning Commission.

12. ADJOURN REGULAR MEETING

Motion to Adjourn the April 7, 2025 City Council Meeting made by City Council Member Gleason, seconded by City Council Member Grengs.

MOTION CARRIED.

WORK SESSION:

Sports Facilities Companies

UPCOMING CALENDAR OF EVENTS/MEETINGS

Park Board April 17, 2025, at 5:30 p.m.
City Council April 21, 2025, at 6:00 p.m.

Tim Litfin, Mayor

ATTEST: _____
Sue Schwalbe, Administrative Specialist