

**CITY OF WACONIA
SEPTEMBER 2, 2025**

1. CALL MEETING TO ORDER AND ROLL CALL

Mayor Litfin called the City of Waconia September 2, 2025, Council Meeting to order at 6:00 p.m.

Mayor Litfin stated Jacob Coleman would not be in attendance.

2. PLEDGE OF ALLEGIANCE

Mayor Litfin led all in the Pledge of Allegance.

3. PROCLAMATIONS

None

4. ADOPT AGENDA

Motion to Adopt the Agenda as published made by Council Member Gleason, seconded by Council Member Grengs
MOTION CARRIED

5. PUBLIC HEARING

None

6. OPEN FORUM

None

7. COMMUNITY INTEREST PRESENTATIONS

None

8. ADOPT CONSENT AGENDA

- 1) City Council Minutes August 18, 2025**
- 2) Approve September 2, 2025 Expenditures**
- 3) Downtown Reconstruction Phase 3 Pay Request No. 4 to GMH Asphalt Corporation**
- 4) Water Treatment Plant No. 3 PLC Upgrade Quote**

- 5) **Approve Material Testing Proposal with AET in Support of the Wildcat Way Reconstruction project.**
- 6) **Accepting Cash Donation for War Memorial Maintenance and Preservation**
- 7) **Joint Powers Agreement with ISD#110 - Use of Election Equipment for November 4, 2025 Special Election**
- 8) **Special Event Permit - Farmers Market Extension**

Motion to Adopt the Consent Agenda as published made by Council Member Siddons, seconded by Council Member Gleason.

MOTION CARRIED.

9. COUNCIL BUSINESS

1) Variance - 100 Scott Lane

Abdihafid Sahal, Assistant City Planner, presented a variance request for 100 Scott Lane. The property owner is requesting approval to reconstruct an existing deck, add a roof over a portion of the deck, and construct a screened porch beneath it. The existing deck is located approximately 21.2 feet from the rear lot line, where the R-2 Single Family Residential District requires a 30-foot minimum setback. This non-conformity is not the fault of the applicant. Staff discovered that the original deck and patio were constructed in 1970 without a building permit. The proposed improvements would place the partially covered deck and enclosed porch 19.2 feet from the rear lot line. The property currently has a hardcover of 33.7%, and the proposed project would increase it only slightly, to 33.8%.

During a site visit, Staff determined that the original stormwater plan was insufficient and requested updated mitigation measures. The applicant has proposed a rain garden, which would address 3.8% of the hardcover, leaving 30% unmitigated. The City Engineer is currently reviewing the proposal.

Mayor Litfin noted that the property's rear yard abuts a pond and does not impact neighboring properties. Council Member Grengs stated that the lot is abnormally shaped and expressed support for granting the variance.

Motion to Adopt Resolution No. 2025-212 Approving a Variance for the Property located at 100 Scott Lane made by Council Member Grengs, seconded by Council Member Gleason

MOTION CARRIED.

2) Award Bayview Parking Lot Reconstruction Project

Jon Haukaas, Public Services Director, provided an update on the turf parking lot located on the north side of the Bayview Elementary School property. The lot was originally constructed in 2021 as part of other City infrastructure improvements but did not meet local or State stormwater runoff management requirements. Because the

lot was intended to provide additional treatment of runoff prior to discharge into Lake Burandt, the City applied for and received a \$25,000 watershed grant. To date, 50% of the grant has been received, with the remaining funds available upon project completion.

While the project was on hold, Staff worked with the Watershed Management Organization to develop an updated design. The revised plan calls for converting most of the lot to traditional asphalt pavement, with the downstream portion constructed of permeable pavers. This design incorporates existing subsurface drainage improvements and will continue to discharge into Lake Burandt, meeting both the City's stormwater quality goals and the intent of the watershed grant.

To expedite the project, Staff solicited bids from contractors with relevant experience. Two bids were received, with the low bid submitted by Minger Construction. Project completion is anticipated in fall 2025.

Motion to Adopt Resolution No. 2025-213 Accepting Quote from Minger Construction for the Bayview Lot Reconstruction made by Council Member Grengs, seconded by Council Member Siddons

MOTION CARRIED

3) Ordering a Warrant Analysis for All-Way Stop at 2nd Street and Elm Street

Jon Haukaas, reported that Staff received a request to evaluate the intersection of Elm Street and 2nd Street for a potential conversion to an all-way stop. The evaluation would consider traffic volumes on each approach, sight lines, and crash history in accordance with the Minnesota Manual of Uniform Traffic Control Devices. Staff noted that the study should be conducted under normal traffic conditions. At present, construction on two of the street legs is affecting the intersection and will continue for several more months. Observations show that traffic is currently avoiding the area, resulting in artificially lower volumes.

Staff recommended delaying the analysis until December or later, after City street projects are complete, and the apartment development shifts from exterior to interior work. This timing is expected to provide a more accurate representation of traffic patterns. The cost of each intersection analysis typically ranges from \$1,400 to \$1,600.

Mayor Litfin expressed concern that the intersection is already busy and suggested foregoing the study in favor of directly installing an all-way stop, which has been requested by Mr. Yetzer from the Wilford Apartments and the St. Joseph School. Council members agreed to wait until traffic flows normalize before making a decision.

Motion to adopt Resolution No. 2025-214 Ordering a Warrant Analysis for an All-Way Stop Condition at the Intersection of Elm Street and 2nd Street to be performed starting after December 2025 was made by Council Member Gleason, seconded by Council Member Grengs.

Aye: Siddons
Aye: Grengs
Age: Gleason
Nay: Litfin
MOTION CARRIED.

10. ITEMS REMOVED FROM CONSENT AGENDA

None

11. REPORTS/EMERGING ISSUES

1) Staff Reports

Nicole Meyer, Finance Director, updated the Council on the City's new utility billing software, noting that the first billing cycle has been completed. Staff have been working on the software for the past year and a half. Meyer explained that the City initially used a postcard format for utility bills, then moved to an 8x10 sheet, and has now implemented the current format, which provides clear and easy-to-read information about residents' water bills. Utility bills will continue to be mailed with the City newsletter, though a new mailing system.

Shane Fineran, City Administrator, reminded the Council that the Consent Agenda included a Resolution accepting a donation from the Waconia Legion Post #150 to support annual maintenance at the War Memorial in City Square Park.

Jon Haukaas, provided an update on the Waconia Parkway North Roundabout project. Due to weather delays, the roundabout will not open as originally scheduled. Staff are finalizing electronic connections, with electrical components expected to be installed this week. Painting is anticipated the following week, after which the paint will need time to cure. As a result, the roundabout will not be open for Nickle Dickle Day.

Jackie Schulze, Assistant City Administrator, presented an update on the Waconia Music in the Streets Summer Concert Series. The series has concluded, with positive feedback received from both residents and businesses. Staff are exploring the possibility of expanding the series next year.

2) Councilmember Siddons

Nothing to report.

3) Councilmember Coleman

Absent

4) Councilmember Gleason

Nothing to report.

5) Councilmember Grengs

Nothing to report.

6) Mayor Litfin

Mayor Litfin met with and/or attended:

Met with Carver County Commissioner Tim Lynch discussing Lake Waconia Regional Park amenities. As a follow-up, will meet with Marty Walsh, Carver County Parks and Recreation Director, on September 3rd.

August 25th attended the Monthly Ridgeview Board Meeting.

August 25th, attended the Fire Department meeting.

August 27th had the honor of Bingo caller at the Waconia Senior Center.

Attended the monthly Chamber Luncheon at Laketown Elementary and discussed the upcoming referendum.

August 28th, visited the roundabout construction site and received update.

The next "Mayor is In" session is scheduled for Wednesday September at 7:30 am at City Hall.

12. ANNOUNCEMENTS

Shane Fineran reminded the Council of Nickle Dickle Day with a street dance on September 12th and all day festivities on September 13th at City Square Park with a car show, food, crafts and much more.

13. ADJOURN REGULAR MEETING

Motion to adjourn the September 2, 2025, Waconia City Council meeting at 6:45 p.m. made by Council Member Grengs, seconded by Council Member Gleason.

MOTION CARRIED.

WORK SESSION: 2026 LEVY & BUDGET WORK SESSION #2

UPCOMING CALENDAR OF EVENTS/MEETINGS:

Tim Litfin, Mayor

ATTEST: _____
Sue Schwalbe, Administrative Specialist

