



**CITY COUNCIL
WORK SESSION MEETING MINUTES
September 18, 2023**

1) Call to Order

Mayor Whalen called the meeting to order at 5:30 pm.

Roll Call of Attendees:

Present – Council: Mayor Lisa Whalen, Cathleen Reffkin and Ann MacGregor and Claudia Lacy Staff: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Director of Public Works Gary Peters, and Deputy City Clerk Angela Boll Consultants: City Attorney Sarah Sonsalla, Kennedy and Graven

Absent: Council: Peter Vickery

2) Water Fund Budget Discussion

Finance Director, Brian Grimm provided an overview.

Highlights includes:

- The current cash balance in the water fund is \$2,272,900 and staff is looking for feedback on the water fund so it can be incorporated and updated in the 2024 budget.
- A utility rate study was performed in 2023 and in order to fund water improvements and ongoing operations, the rates for utility fees should be considered every year.
- The tiered water rates have been adjusted by a proposed 8%.
- David Drown and Associates can perform further analysis if the council desires.
- The fee schedule would also include an update for connection and area charges by 8%.

The total project cost for the wells and water treatment center was discussed.

Reffkin asked for clarification on depreciation. Grimm stated that once the new water treatment plant and wells are online that it will continue to increase.

Whalen asked if the council wished to reconsider the lobbying service group to obtain funding for the water improvement projects.

There was discussion on the timeline of the large water infrastructure projects and bonding cycles.

The Council directed staff to move forward with the 8% rate increase and reassess the water rates after the final months of 2023 water billing are completed.

3) Open Meeting Law Refresher

Sarah Sonsalla, Kennedy and Graven provided a presentation on the Open Meeting Law for educational purposes for the City Council.

The City Council had discussion and asked City Attorney Sonsalla questions regarding open meeting law.

4) St Bonifacius Fire Department Service Benefit

Jasper Kruggel, City Administrator gave an overview on the St Bonifacius Fire Department Service Benefit.

- St. Bonifacius is requesting the City adopt a resolution increasing the Fire Relief annual per year from \$5,200 to \$5,700 from the City of Minnetrista.

Council directed staff to bring this back to consent agenda on the next meeting.

There was discussion on the fire department budget.

5) Adjourn

Motion by Reffkin, seconded by MacGregor to adjourn the meeting.
Motion passed 4-0. Absent: Vickery

Mayor Whalen adjourned the meeting at 6:33 pm.

Respectfully submitted,

Angela Boll
Deputy, City Clerk