



CITY COUNCIL MEETING MINUTES January 22, 2024

1) Call to Order

Mayor Whalen called the meeting to order at 7:00 p.m.

a) Pledge of Allegiance

- b) Introductions: City Council: Mayor Lisa Whalen, Cathleen Reffkin and Claudia Lacy Staff: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Director of Public Safety Paul Falls, Director of Public Works Gary Peters Consultants: Peter Michael, Kennedy & Graven and Chris Bunders, WSB Engineering. Absent: Ann MacGregor, Peter Vickery.

c) Approval of Agenda

Motion by Reffkin, seconded by Lacy to approve the agenda.

MOTION PASSED 3-0. Absent: Macgregor & Vickery

2) Special Presentations

a) Minnehaha Watershed District Update

James Whisker presented an overview of the many projects the Minnehaha Watershed District is working on and took questions from Council and Staff.

b) GFOA Award

Finance Director Brian Grimm presented to Council that the City of Minnetrista received the 2022 GFOA Award for Excellence in Financial Reporting. The City has received this award since 2004 and plans to submit its 2023 financial report once it is completed.

3) Persons to Be Heard

4) Consent Agenda

- a) Approve Work Session Meeting Minutes from January 8, 2024
- b) Approve City Council Regular Meeting Minutes from January 8, 2024
- c) Res No. 3-24 Approve Claims
- d) Res No. 4-24 Approve Plans and Specs and Authorize Advertisement for Bids – 2024 Street Improvement Project, City Project 01-24
- e) Res No. 5-24 Appointing Election Judges for the March 5th Presidential Primary
- f) Res No. 6-24 Approve Task Order #8: General Services Agreement with Advanced Engineering and Environmental Services, LLC (AE2S)

Motion by Reffkin, seconded by Lacy to approve the consent agenda.

MOTION PASSED 3-0. Absent: Macgregor & Vickery.

5) Public Hearings

- a) Res. No. 7-24 Approve Easement Vacation at 3316 & 3320 Williams Lane as requested by Sharon Thaler

Mayor Whalen opened the public hearing at 7:34 p.m.
Mayor Whalen closed the public hearing at 7:34 p.m.

City Administrator Kruggel shared that the City Council approved an adjustment to the common lot line between the properties to meet a condition regarding lot coverage of a previously approved variance for a porch addition. There is currently a drainage and utility easement over the common lot line that has since been adjusted. The applicant has requested these be vacated. Since new easements over the new common lot line have been dedicated, staff finds it acceptable for the City Council to vacate the old easements.

Motion by Lacy, seconded by Reffkin to adopt Resolution 7-24, Approving Easement Vacation at 3316 & 3320 Williams Lane as requested by Sharon Thaler.

MOTION PASSED 3-0. Absent: Macgregor & Vickery.

6) Business Items

7) Administrative Items

a) Staff Reports

1. City Administrator – Senate Bonding Tour Update

Jasper Kruggel gave an update on the Senate Bonding Tour that he and Mayor Whalen attended.

b) Council Reports

i) Mayor Lisa Whalen

- Senate Bonding Tour

ii) Cathleen Reffkin

iii) Ann MacGregor – Absent

iv) Peter Vickery – Absent

v) Claudia Lacy

- Gillespie Center Board Meeting
- Westonka Community & Commerce

8) Adjournment

Motion by Reffkin, seconded by Lacy to adjourn the meeting at 7:40 p.m.

MOTION PASSED 3-0. Absent: Macgregor & Vickery

Respectively Submitted,

Ann Meyerhoff
City Clerk

The City of Minnetrista will deliver quality services in a cost effective and innovative manner; and provide opportunities for a high quality of life while protecting natural resources, maintaining a rural character, while effectively managing growth.