



Regular City Council Meeting 6:00 p.m.
Tuesday, May 20, 2025
Lakeland City Hall

REGULAR CITY COUNCIL MEETING MINUTES

City Council Present: Mayor Craggs, Council Member Rivers, Council Member Millard Council Member Martin & Council Member Wagner

City Staff Present: City Clerk Michelle Elsner & Public Works/Water Department Craig Billerbeck & Zoning Consultant Emily Herold & City Attorney Dave Snyder

Via Zoom: Engineering Erik Henningsgard

1. **CALL TO ORDER – 6:00 pm**
2. **PLEDGE OF ALLEGIANCE -**
3. **ADOPT AGENDA – Agenda was amended because item 8B was withdrawn by the applicant, Councilor Rivers made a motion to adopt the amended agenda. Seconded by Councilor Millard. All ayes motion carried.**
4. **CONSENT AGENDA - A motion was made by Council Member Rivers. Seconded by Council Member Millard to approve items B, D, & E all ayes motion carried**
 - A. Approve April 15, 2025 City Council Meeting Minutes – Pulled for Corrections. Mayor Craggs made a motion to approve the minutes in June. Seconded by Council Member Rivers, all ayes motion carried.
 - B. Monthly List of Claims
 - C. Resolution 2025-08 IMPLEMENTING WATER CONSERVATION PROCEDURES PURSUANT TO ORDINANCE – Pulled for Discussion per Mayor Craggs. Mayor Craggs made a motion to change the effective date for the calendar year and have the clerk present it again at Decembers meeting. Seconded by Council Member Rivers, all ayes motion carries.
 - D. Resolution 2025 – 09 RESOLUTION APPROVING A CONDITIONAL USE PERMIT AMENDMENT FOR AFTON-LAKELAND ELEMENTARY
 - E. Resolution 2025-10 RESOLUTION APPROVING A 22-FOOT VARIANCE FROM THE 40-FOOT BLUFFLINE SETBACK AT 1045 QUENTIN AVE S
5. **AGENCY REPORTS**
 - A. Law Enforcement Report
 - B. Fire Department Report - Two representatives attended the meeting to update on the current budget process and other staffing changes
 - C. Financial Report – ABDO – Amanda Watson from ABDO gave a presentation on the steps moving forward with the financial reports and budgeting process this year.
 - D. Zoning Report – MSA Professionals
 - E. Engineering Report – Erik Henningsgard – SEH Engineering
 - F. Public Works/Water Department Report – People Service
 - G. Animal Control Report – Companion Animal Control
 - H. Building Permit Report – Rum River Construction Consultants
6. **OPEN FORUM (Public Comments, Presentations, and Petitions)**

PLEASE KEEP COMMENTS TO NO MORE THAN 5 MINUTES

Nancy Millard 16051 Quality Ct. – There is never any conversations with your constituents have written many time to council and I find that concerning. I think the possibility of National Night out as a way to get to know your constituents' concerns

Joe Brennan 1081 Quixote Ave N - - I am here to address an item I was made aware of down on the river and the FEMA project. It has been a financial burden upon the homeowners. There were some erosion issues on the east side of the lot. The original plan was another project to raise the lot and I was under the impression that was acceptable. I recently found out that the new project was not covered by the original plan. It was my mistake to start that project when it was not permitted.

7. PUBLIC HEARING (Discussion and Action by the City Council will follow each Public Hearing after closing)

A – **MUTIPLE VARIANCES & A CONDITIONAL USE PERMIT 850 Quixote Ave N** from Chapter 155 (Lower St. Croix River Bluffland and Shoreland Management Regulations) and Chapter 159 (Zoning Regulations), encapsulating grading/structure placement within close proximity of the bluffline and parking stall dimensions, to build a single-family home and appurtenances on a substandard riparian lot. The applicant has requested a conditional use permit to raise a proposed dwelling out of the floodplain using a method other than fill, as required by Section 154.27(D) of the City Code.

WITHDRAWN by Applicant

B. 880 Quixote Ave N **VARIANCE:** The applicant has requested a variance from the 12% slope restriction on grading/new structure placement, as outlined in Section 155.016 of the City Code, to restore a damaged bluff slope that is greater than 12% (river bluff). –

C. 16670 7th St S, **VARIANCE:** The applicant has requested a 32% slope variance from the 12% slope restriction on grading/new structure placement, as outlined in Section 155.016 of the City Code, to place rip rap on a slope greater than 12% (river bluff). – Ben Hackman the property owner spoke to the fact that the bluffline is eroding and they have asked for this variance to prevent any further damage and erosion.

8. NEW CITY BUSINESS

A. Discussion and Action **CONDITIONAL USE PERMIT and VARIANCES 850 Quixote Ave N** -

WITHDRAWN by Applicant

B. Discussion and Action **880 Quixote Ave N VARIANCE** from the 12% slope restriction on grading/new structure placement – Attorney Snyder noted that this is a situation where a variance is being sought after the fact, in the face of an identified violation. just note that the variance request is for the restoration plan that was actually put together by the Washington Conservation District.

Matt Oldenburg-Downing – The WMO and the Washington Conservation District worked to prepare a restoration plan and if that plan is followed it will follow WMO standards. The plan that has been prepared is just a start it is meant to stabilize the bluff

Marty Simones 880 Quixote Ave N – Property Owner stated for the record that he will follow the stabilization plan that was prepared.

Emily Herold from MSA made the recommendation to approve the variance for the restoration plan on the conditions set in her memo in the packet.

Council Member Rivers voiced some concerns over the amount of vegetation that is being planted at this point of the project. Engineer Erik Henningsgard spoke to Council member Rivers concerns and noted that the plan in the packet is not the final plan this piece is to get the bluff stabilized.

Council Member Rivers requested the title of the initial restoration plan or phase 1.

Mayor Craggs made a motion to approve the restoration plan (phase 1) based on the recommendation of the staff. Seconded by Council Member Millard, all ayes motion carries.

C. Discussion and Action **16670 7th St S, VARIANCE:** The applicant has requested a 32% slope variance from the 12% slope restriction on grading/new structure placement Zoning and other staff recommend approval of the request – After discussion Mr. Hackman withdrew his application with the plan to get more concise with the scope of work and bring it back before council next month.

9. OLD CITY BUSINESS

A. Discussion on Alternative meeting location. The testing of the equipment at the library has been completed at the Valley Library location. Currently, we are waiting for the agreement on using the library space, so that it can be sent to Attorney Snyder for his review.

B. Discussion on Planning Commission draft ordinance – The Council made some minor verbiage changes to the draft ordinance. Mayor Craggs made a motion to accept the draft ordinance based on the changes made by the council. Seconded by Council Member Millard. The role call vote was completed all ayes motion carried. -

C. Discussion on City Office Sign – Staff was directed to have another meeting with the sign company and Council Member Millard to make further changes to the sign for the City offices. Council Member Millard motioned to accept the bid of \$3850.00 for the sign at city offices. Seconded by Council Member Rivers, all ayes motion carried

D. Discussion on Electronic Transfer Fund Policy – Essentially, the council will delegate authority to make electronic funds transfers. ABDO will come back next month with a recommendation on how to move forward with this policy.

E. Discussion on Beach Project – there was a lot of discussion on the vegetative cutting ordinance. Staff was directed to work on possible solutions for this project.

10. Closed Session - Executive/Closed Session—Pursuant to Minn. Stat. S. 13D.05 Subd. 3(b) the City Council may enter into executive/closes session to discuss potential code enforcement litigation relating to 880 Quixote Ave. and 1081 Quixote Ave N arising out of or relating to Bluffland/Shoreland activities and devegetation against contractors and owners.

Mayor Craggs motioned to go into executive session at 9:20PM. Seconded by Council Member Millard, all ayes motion carried. The Executive session was adjourned at 10:20 PM motion made by Mayor Craggs and seconded by Council Member Martin, all ayes motion carried.

Mayor Craggs made a motion to reopen the regular meeting at 10:20 PM Seconded by Council Member Millard, all ayes

The city council met with the entire council, the city planner, the engineer, the City Attorney and the city Clerk. To discuss the revegetation and code enforcement and litigation in connection with the bluffland and shoreland ordinance.

The City Council directs the city attorney to enforce the bluffland and shoreland ordinance with litigation as motioned by Council Member Craggs. Second, by Council Member Rivers, all ayes motion carried.

11 CITY STAFF REPORTS

12. CITY COUNCIL AND MAYOR REPORTS

13. ADJOURN Mayor Craggs motioned to adjourn the meeting at 10:25 PM Seconded by Council Member Martin, all ayes – meeting was adjourned