



Approved

**REGULAR MEETING
Minutes
09.09.25**

Absent: Dallas Fisher, Jason Houle
Guests:

1. CALL TO ORDER

Commissioner Kyle Peterson called the meeting to order. Commissioners in attendance, Marlys Dunne, MaryJo Wiatrak, Jeremy Dresel, and Marie Rivers.

Staff in attendance was City Administrator John Pechman. Nancy Hoffman from the County EDA/HRA was also present.

2. APPROVE AGENDA: September 9, 2025.

Commissioner Peterson asked if there were any additions to the agenda. Commissioner Rivers made a motion to approve the agenda; Commissioner Dunne seconded; all ayes; motion passed.

3. APPROVE CONSENT AGENDA: August 12, 2025.

Commissioner Peterson asked if there were any corrections or additions to the August 12th minutes. Commissioner Rivers made a motion to approve the consent agenda; Commissioner Dresel seconded; all ayes; motion passed.

4. PUBLIC COMMENTS

5. COMMUNICATIONS, REPORTS AND PETITIONS

5a. City Council Liaison Report-Marie Rivers

Commissioner Rivers gave an update on the council meeting that was held on August 26th. Gary Noren brought a gift from the sister city in Algutsboda Sweden. The November council meeting date was changed to Monday the 10th. There was a letter of support written for the 2025 Highway Freight Grant, and the League of MN Cities awarded Mark Koran a Legislator of Distinction for 2025. TRIO Wolf Creek had a private activity bond approved. An ordinance for cannabis was approved, and the fee schedule was updated. Council approved a variance application for 9926 Kismet to construct an addition and deck. A design review for an accessory building at the Baptist Church was granted. There was a \$500.00 fine assessed to Chisago Liquors Store for a municipal code violation. A petition for annexation was given to 30979 Wallmark Lake Drive to hook into city water and sewer. The hiring of Aalyse Eik as the Administrative Assistant was accepted, and a request was granted for the fire department to purchase

equipment. Falloween will take on a new look this year and the Ojiketa Haunt is over.

5b. County & Neighboring City EDA Updates

Hoffman gave an update, through the SBDC (Small Business Development Center) there will be some trainings next week at the HRA offices, they are two-hour training courses to include, Buying Business Basics, Bookkeeping for Non-Accountants, and Grow with Google. On the first Friday of every month there will be different kinds of training for Marketing, this will be done in office or virtually. The first training will be on AI and how to use AI in marketing. The Friday morning training sessions will go through the year. Hoffman will get the commission the flyers and information for these trainings.

The County is moving ahead with the Retail Trade Analysis, there will be one done for North Branch as it has a population over 10,000, and then one done countywide. Hoffman commented on the new IRI, Industrial Redevelopment and Infrastructure program the county has implemented. The property loans the city has with the county will be put into separate accounts to build, rather than the money going to the general operating fund. This could be used for future projects.

Commissioner Dunne spoke about the county budget and the HRA/EDA budget. There is a heavy focus on the forgivable loans via the IRI, and Housing Trust Fund, but there is not a program at the county level that helps a business startup or expand. There has been a need for small business or startup businesses to expand, the county has granted \$210,000 out of the budget to develop a new program for this.

6. PUBLIC HEARINGS

7. GENERAL BUSINESS

7a. Monthly Financial Report.

Finance Director Gemuenden submitted the Financial Report.

8. UNFINISHED BUSINESS

8a. 2025 Goals & Updates

1. Highway 8 Project

2. Land Development

Pechman stated that the last conversation with King Kind was a Spring of 2026 start, they are still working on their plans. Pechman will touch base with them next month to check on the process. The next step is to start constructing the road to access the property.

There is a meeting with Randy at Kendall Howard scheduled for October. Pechman passed on some information about the car condos to a potentially interested party.

3. Business and Residential Opportunities

The Chisago Lakes Apartments should be leasing the first building by the end of the year, with the other two completed by spring of 2026.

4. Business Engagement Event & Community Outreach

Commissioner Peterson worked on numbers for hosting the event at Winehaven, he gave the commission a proposal. He would like to recoup costs for the staff, and then the food and beverages. He would like to offer a salad and flatbread pizza Buffett and then a ticket for a drink. The fee would be around \$20.00 a person. He stated that this is a framework of what they can work off. The date is set for November 20th. Joe Triplet confirmed that he can be there to speak, and Nancy has someone from MnDOT lined up as well.

Pechman presented the commission with a list of Chisago City businesses. He would like commission to look through the list to see if there are any additions or corrections. He wanted to know if RSVPs should be going out as soon as possible to get a count for attendance.

Dunne asked about the finances and if this would be budgeted out of the Special Activity fund. Commissioner Wiatrak asked about incentives, Pechman stated that there are typically some drawings at these types of events. Commission discussed swag bags, giveaways, and gift cards for the event.

Pechman will create and send out an invitation for the Business Engagement event, it will have all the details and information to RSVP. Dunne offered to help distribute invitations to business in person. Pechman will organize \$200 worth of gift cards from local business for drawings at the event.

9. New Business

9a. November Meeting Date

Pechman stated that the second Tuesday of the month falls on Veterans Day the city offices are closed and asked the commission if they would like to reschedule the meeting for November. The meeting will be moved to Tuesday November 4th at 5:30pm.

10. Adjourn

Commissioner Rivers made a motion to adjourn; Commissioner Dresel seconded; all ayes; the meeting adjourned.