



Approved

**MEETING MINUTES**  
**October 28, 2025**

Present: Mayor Jeremy Dresel, Council members, Marie Rivers, Nikki Battles, Mark Anderson, and Craig Meyer.

Absent: None

Staff: City Administrator John Pechman, Associate Planner Leah Nelson, Deputy Clerk Alisa Bodell, City Engineer Nate Stanley, and Chief of Police Bill Schlumbohm

Public Attendance: Leilani Freeman

**1. REGULAR MEETING-CALL TO ORDER 6:30**

Mayor Dresel called the meeting to order.

**1a. "Pledge of Allegiance"**

The Pledge of Allegiance was recited.

**1b. Roll Call**

All members are present.

**2. AGENDA**

Mayor Dresel asked if there were any additions to the agenda. Council member Rivers made a motion to approve the agenda; Council member Anderson seconded; all ayes; motion carried.

**3. CONSENT AGENDA**

**3a. Minutes of September 23, 2025.**

**3b. Payment of Bills-Finance Information**

**3c. Committee Reports**

Council member Rivers made a motion to approve the consent agenda; Council member Anderson seconded; all in favor, all ayes; motion carried.

Council member Meyer stated that the fire department is training two new firefighters. Council member Rivers spoke about the appreciation Business Event the EDA is hosting on November 20<sup>th</sup> and discussed a concept plan for an industrial park the EDA reviewed at its last meeting. Mayor Dresel stated that the police commission is reviewing an assessment for the police department building, deciding between building new or renovating an existing building.

**4. PUBLIC COMMENT/AGENDA PLACEMENT**

**5. PETITIONS, REQUESTS, COMMUNICATION**

**6. PUBLIC HEARINGS**

**7. NEW BUSINESS**

### **7a. Design Review 8443 Wyoming Trail-Northern Natural Gas**

Associate Planner Nelson stated that Northern Natural Gas has requested a design review for a single building at 8443 Wyoming Trail to house a rupture mitigation valve and other equipment related to the existing natural gas line on the property. The property is zoned Public/Semi Public – Open Space (PSP-OS) and is in the Shoreland Overlay District (SLOD). The property is owned by Lorelei Giddings and is roughly 63 acres. Above ground the proposed project includes a driveway, 80 square foot building and fence. The Planning Commission held a design review on 10/02/2025. Steven Martinez, representative of Northern Natural Gas, was present and commented that he can answer questions. He noted that although no lighting plan was submitted a single, manually operated, exterior light is proposed on the building. Planning Commission voted to recommend approval. The proposed use is an essential service, which is a permitted use per Zoning Code Chapter 6.11. A. The proposed building meets performance and architectural standard minimum requirements for industrial buildings per Zoning Code Chapter 4.4.1D and all other industrial and/or commercial district standards. The proposed exterior consists entirely of class 1 material, brick veneer siding on cement fiber faux panel, on each side of the building. City staff feel based on the use; no off-street parking is necessary. Access is offered at an existing gravel driveway. The proposal includes the last 40 feet of access, where the driveway connects to the road to be paved with a bituminous material as is required in Zoning Code.

Council member Meyers made a motion to approve the design review for 8443 Wyoming Trail Northern Natural Gas; Council member Anderson seconded, all in favor; all ayes; motion was approved.

### **7b. Zoning Code, Chapter 2.0: Administration & Enforcement Chapter 3.0 Zoning Permits**

Associate Planner Nelson explained that recently Chisago City Attorney Patrick Doren left Miller and Stevens, and the city retained Flaherty & Hood as the City Attorney. To streamline land use related processes Flaherty and Hood and City staff have started to do a review of the zoning code. During review it was determined that the conditions to grant a variance as written may be considered in excess. The resolutions as staff were writing them were longer and more redundant than necessary. There was not a clear appeal process nor an appointed Board of Appeals. To address the existing deficits in Zoning Code, Flaherty & Hood have provided the following:

- 1) Proposed Land Use and Variance Ordinance Amendments
- 2) Variance Resolution Template
- 3) Variance Criteria Guidance Document
- 4) Cover Page for Recording Approved Variances

The ordinance amendment drafted includes updates to code sections related to the City's variance application procedures, but also adds a Board of Adjustments and Appeals, and revises some other land use approval language throughout the code. The updates include a template Council resolution which along with a guided document for drafting findings on the criteria to be considered. If a variance is granted, it will need to be recorded with the cover page attached. The Planning Commission held a public hearing on 10/02/2025. No public comment was received. Commissioners discussed the logistics of holding public hearings for the Planning Commission and Board of Appeals. The discussion aimed to clarify how these two bodies could function together while maintaining proper procedures

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and timing. The group explored how the proposed amendments could mitigate potential legal challenges. Ultimately commissioners felt the proposed amendments made sense. Planning Commission voted to recommend approval.

Council member Meyer made a motion to approve Ordinance 333 with changes to chapter 2. Administration & Enforcement and Chapter 3. Zoning Permits, Council member Rivers seconded, all in favor; all ayes; motion was approved.

Meyer commented that the Planning commission discussed how the Board of Appeals would work within the Planning Commission meetings and reviewed the new procedures.

### **7c. Property Address Assignments Delegation-Resolution 25-10-01**

Associate Planner Nelson stated that Chisago County is working to update the Chisago County Street Naming and Addressing Policy. Currently Chisago County Geographic Information Systems (GIS) Analyst addresses properties in the City of Chisago City. This practice was last reviewed and approved by Chisago City Council via resolution 97-10-02 in 1997. The reason Chisago County has assigned address is so that they be consistent and correct for purposes of dispatching fire, police, ambulance and other emergency services. Chisago County staff are requesting an updated resolution be approved by Chisago City Council stating that it is the City Council's preference to continue to allow the Chisago County GIS Analyst to address properties within Chisago City.

Council member Meyer made a motion to approve Resolution 25-10-01, Council member Anderson seconded, all in favor; all ayes; motion was approved.

### **7d. Street Names**

Associate Planner stated that as the Highway 8 project begins from the west side of the City towards Karmel Ave several new streets will be created. Chisago City staff are working with Chisago County GIS Analyst, Beth Wulf to determine which street names would be best suited to the new streets that are anticipated to be created. There are three streets that need to be named. City and County staff have narrowed the options to three choices per anticipated street. City staff have narrowed the names to Jade and Juniper Circle or Court and Kasota Lane.

Administrator Pechman stated these will be new streets once the residential driveway access to Highway 8 are closed. Some of the new streets will be numbered and will fall in line with the current numbered streets, but there are these three that will need new names.

Council member Meyers made a motion to approve the new street names, Council member Anderson seconded, all in favor; all ayes; the motion was approved.

### **7e. County Road 19 Cooperative Agreement**

Administrator Pechman explained that City staff has been working with Chisago County on the CSAH 19 project. The project includes a roundabout at Lofton Ave. and CSAH 19, a new bike trail, and a newly constructed CSAH 19 to CSAH 14. The County will be removing and reinstalling a city watermain around the new roundabout. Administrator Pechman has met with Chisago County Engineer Triplet and County Commissioner Dunne and is happy to

report that there will be no construction costs to the city as stated in the agreement provided. The City Attorney has reviewed the agreement and provided his comments. The City Engineer will have additional costs associated with inspecting the watermain installation. As the project progress the city is looking at a potential project of extending a manhole at Wallmark Lake Drive to the South and extend the watermain and sewer to the North where the city owns a 5-acre parcel. The city will get bids as the county project starts. The project is scheduled to be bid early 2026 with construction the same year.

Council member Meyer asked if the county engineer could be used for inspection rather than the cities, if that would be a cost savings.

Council member Meyer made a motion to approve the County Road 19 Cooperative Agreement, Council member Rivers seconded, all in favor; all ayes; motion was approved.

#### **7f. Lowering Debt Levy Obligation-Resolution 25-10-02**

Administrator Pechman stated that much like what the City has been doing in the past with other bonds, the City is able to lower the amount of the levy, because there are excess funds in the account to cover the cost of the debt payment. This debt is for the Public Works building and the city does have a lease with the school district for storage of some of their equipment. The lease income and increased interest income from investments have been able to offset the debt payment over time. The total amount of the bond levy will be lower than the schedule of the bond register. This may increase or decrease overtime, depending on the performance of investments and the continuation of the lease agreement income.

Council member Meyer made a motion to approve Resolution 25-10-02, Council member Rivers seconded, all in favor; all ayes; the motion was approved.

#### **7g. Fund 23 Request-Fire Department**

Administrator Pechman explained that the Fire Departments commercial refrigerator stopped working and Chief Reed needed to purchase a new one in a timely manner. They are asking for \$4300.00 out of Fund 23 the gambling proceeds to approve the purchase of the new refrigerator.

Council member Meyer made a motion to approve the fund request of \$4300, Council member Rivers seconded, all in favor; all ayes; motion was approved.

#### **7h. South Lindstrom Shores Infiltration Basin**

Administrator Pechman addressed the council regarding the infiltration basin, a little over a year ago the city accepted the improvements of the South Lindstrom Shores Development. City Engineer Stanley noted that the filtration pond was not operating properly. Silt has made its way into the basin, and the filter media appears to be plugged. The city escrowed \$3000 from the developer Don Skelly. The pond was scraped again to remove the silt and allow the runoff to infiltrate the media. The Minnesota Pollution Control Agency (MPCA) has not allowed a transfer of the basin to the city because of the inability of the pond to drain. MPCA also wrote non-compliance letters to both homes being built next to the basin for lack of silt fence. Staff, the developer and MPCA recently had a meeting to discuss next steps since the 3<sup>rd</sup> attempt to scrap the basin by the developer was not successful. The MPCA said the permit could be transferred to the city, but the city would be required to meet

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compliance. Mr. Skelly has stated that the city needs to request the MPCA transfer the basin to the city. The city makes the necessary changes to the basin to avoid legal action on his part. Administrator Pechman has discussed this issue with Engineer Stanley, and he is aware of the situation. This is being brought to the council as Mr. Skelly has asked the council to accept the permit and transfer of the infiltration basin to the city and for the city to be responsible for fixing the issues.

Council member Meyer stated that the escrow was held so that there was some funding to work with, not to take on responsibility for Mr. Skelly to walk away from this. Meyers stated, "I feel like he is trying to throw the city under the bus".

Mayor Dresel agreed that the funding was reduced to work with him, and he does not remember saying that the city would take on all the obligations. He would like to know if there is an issue with the basin, does there need to be a new design, if it is contaminated there are a lot of questions. What will it take to get it to compliance.

Engineer Stanley commented, this is a filtration basin, he spoke with his staff to see if there was something that could be retrofitted, there could be work done, but there would be significant costs. The other option would be a wet pond or structural treatment; he will research options.

Council member Anderson made a motion to not accept the permit and transfer of the infiltration basin at the South Lindstrom Shores Development, Council member Battles seconded, all in favor; all ayes; motion was approved.

### **8. UNFINISHED BUSINESS**

#### **8a. Final Payment-Old Towne Trail Project**

Engineer Stanley has submitted the final payment for the Old Towne Trail project. By processing the payment the warranty period will start, the contractor has provided all proper documentation, and the retainage will be released.

Council member Rivers made a motion to approve final payment for the Old Towne Trail project, Council member Anderson seconded, all in favor; all ayes; Mayor Dresel abstained; motion was approved.

### **9. ADJOURN**

Council member Rivers made the motion to adjourn, Council member Anderson seconded, all in favor; all ayes; motion carried.

Respectfully Submitted by:  
Alisa Bodell,  
Deputy City Clerk