



**Meeting of the City Council
Held at the Elk River City Hall
Monday, November 4, 2024**

Members Present: Mayor John Dietz, Councilmember Jennifer Wagner, Councilmember Mike Beyer, Councilmember Matt Westgaard, Councilmember Cory Grupa

Members Absent: None

Staff Present: City Administrator Cal Portner, Community Development Director Zack Carlton, Interim Police Chief Darren McKernan, Business Services Director/Assistant City Administrator Joe Stremcha, Finance Manager Lori Stich, FT Center Manager Katie Harstad, FT Center Assistant Manager Jen Katke, Great River Regional Library Services Coordinator Margo Barry; Great River Regional Library Patron Services Supervisor Jeannette Burkhardt, and Recording Secretary Jennifer Green

1. CALL MEETING TO ORDER

Pursuant to due call and notice thereof, the meeting was called to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. CONSIDER AGENDA

Moved by Councilmember Westgaard and seconded by Councilmember Grupa to approve the agenda. Motion Carried 5-0.

4. CONSENT AGENDA

Moved by Councilmember Beyer and seconded by Councilmember Westgaard to approve the following consent items as outlined in their respective staff reports. Motion Carried 5-0.

4.1 October 21, 2024, Minutes

4.2 Check Register

4.3 Appoint Assistant City Weed Inspector

4.4 Premises Permit Resolution 24-64 - Elk River Youth Hockey Association

4.5 Purchase Medical Equipment

4.6 On-Sale Intoxicating Liquor License: MFS Foods Inc., DBA Topsy on Main

4.7 State Fuel Consortium

4.8 2025 Tahoe Truck Replacement for Fire Department

5. OPEN FORUM

No one appeared for Open Forum.

6. PRESENTATIONS, AWARDS, AND RECOGNITION

There were no presentations, awards, or recognition.

7. PUBLIC HEARINGS

There were no public hearings.

8. GENERAL BUSINESS

8.1 Discuss Work Session Items

Councilmember Westgaard asked to discuss the status of closing Line Avenue at a future work session now that the Highway 169 project was complete. Mr. Portner stated this topic could be discussed during the CIP item later that evening.

9. COUNCIL LIAISON UPDATES

9.1 Council Liaison Updates

The Councilmembers provided updates as outlined in the respective advisory board's minutes.

10. MOTION TO ADJOURN REGULAR MEETING

Moved by Councilmember Beyer and seconded by Councilmember Wagner to adjourn the regular meeting of City Council at 6:40 p.m. to go into work session. Motion Carried 5-0.

The work session portion of the meeting opened at 6:43 p.m.

11. WORK SESSION – UPPER TOWN CONFERENCE ROOM

11.1 FT Center Leased Space Rental Rate

Mr. Stremcha presented the staff report.

After discussion, it was the consensus of the Council to set the 2025 leased space rental rate at \$12.00 per square foot for a year.

11.2 2025 Budget

Mr. Stremcha presented the staff report.

It was the consensus of the Council that keeping the levy under a 5% increase was favorable.

11.3 2025-2029 Capital Improvement Plan

Mr. Stremcha presented the staff report. He noted that the Parks and Recreation Commission has not yet reviewed the CIP due to staffing changes.

Mr. Portner indicated he would ask Chief Engineer Justin Femrite about the status of Line Avenue and would follow up with the council.

Mayor Dietz recommended library staff look into the Central Minnesota Libraries Exchange Grant Program.

Councilmember Beyer asked staff to keep on their radar the potential building of an Otsego fire station, which could affect service coverage among other things.

12. MOTION TO ADJOURN

Moved by Councilmember Wagner and seconded by Councilmember Beyer to adjourn the meeting of City Council. Motion Carried 5-0.

The meeting adjourned at 07:24 P.M.

Minutes prepared by Jennifer Green.



John J. Dietz, Mayor



Tina Allard, City Clerk