



**Meeting of the City Council
Held at the Elk River City Hall
Monday, January 6, 2025**

Members Present: Mayor John Dietz, Councilmembers Cory Grupa, J. Brian Calva, Michael Beyer, and Jennifer Wagner

Members Absent: None

Staff Present: City Administrator Cal Portner, Assistant Fire Chief Joe Libor, Jr., and City Clerk Tina Allard

1. CALL MEETING TO ORDER

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

2. OATH OF OFFICE

2.1 Ward 2 - J. Brian Calva and Ward 3 - Mike Beyer

Ms. Allard administered the oath of office for Councilmembers Calva and Beyer.

3. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

4. CONSIDER AGENDA

Moved by Councilmember Wagner and seconded by Councilmember Beyer to approve the agenda. Motion Carried 5-0.

5. CONSENT AGENDA

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

5.1 December 16, 2024, Regular Minutes

5.2 Check Register

5.3 Designate Official Newspaper and Website for Transportation Project Notices for 2025

5.4 Designate Official Depositories and Delegate Authority for Electronic Funds Transfers

5.5 Fire Relief Association Appointments

5.6 Information Security Subcommittee Appointment

The appointment for this item was made at the January 21, 2025, Council meeting.

5.7 Resolution 25-1: Donation to the Fire Department

5.8 Severance Agreement and Waiver of Claims

5.9 Severance Agreement and Waiver of Claims

6. OPEN FORUM

6.1 Open Forum

Jodie Adkisson, 17860 Tyler Street, stated the city is requiring her to remove diseased trees from her yard, which she can't afford to do. She requested assistance or resources to assist her.

Dan Abrahamson, 17936 Tyler Drive, was surprised by the number of trees removed from the Hillside Mountain Bike Park and requested the city have some type of advanced notification process.

7. PRESENTATIONS, AWARDS, AND RECOGNITION

7.1 MASWCD Outstanding Conservationists District Award

Mr. Portner introduced Dan Cibulka.

Mr. Cibulka stated the city was selected for the 2024 Outstanding Conservation Award. He outlined how the city was selected because of what it has done to protect its natural resources in the past, such as invasive species management for Lake Orono and urban tree and forest management due to emerald ash borer. He stated the city went above and beyond with its riverbank restoration project at the William H. Houlton Conservation Area. He presented the award to the mayor and a video was shown highlighting the before and after of the project.

7.2 Oath of Office: Lieutenant Madsen

Assistant Chief Libor introduced Nick Madson who is being promoted to lieutenant. The mayor administered the oath of office.

8. PUBLIC HEARINGS

There were no public hearings.

9. GENERAL BUSINESS

9.1 Appoint Acting Mayor

Moved by Councilmember Calva and seconded by Councilmember Beyer to appoint Cory Grupa as acting mayor for 2025. Motion Carried 5-0.

9.2 Ordinance 25-01: Cannabis and Hemp Retail Business Registration
Resolution 25-02: Summary Publication

The staff report was presented. Ms. Allard noted one change to the ordinance striking language in Section 26-225 setting registration limits based on population to, "The city shall limit the number of cannabis retail businesses to three."

Moved by Councilmember Grupa and seconded by Councilmember Wagner to adopt Ordinance 25-01 implementing cannabis and hemp retail business registration. Motion Carried 5-0.

Moved by Councilmember Beyer and seconded by Councilmember Grupa to adopt Resolution 25-02 for summary publication of the ordinance. Motion carried 5-0.

9.3 Discuss Work Session Items

No additional items were added.

10. COUNCIL LIAISON UPDATES

10.1 Council Liaison Updates

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

11. MOTION TO ADJOURN REGULAR MEETING

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

The meeting adjourned at 7:17 p.m.

Minutes prepared by Tina Allard.

12. WORK SESSION

There was no work session meeting.

13. MOTION TO ADJOURN

There was no work session to adjourn.



John J. Dietz, Mayor



Tina Allard, City Clerk
