



**MINUTES
CITY COUNCIL MEETING
November 3, 2025**

CALL TO ORDER

The meeting was called to order at 6:30 pm.

Present: Mayor: Charlie Miner; Council: Jahn Dyvik, Mike Feldmann, Deirdre Kvale, and Todd Newcomer

Staff Present: Interim City Administrator: Amanda Nowezki; Public Works Director: Sean Diercks; and City Clerk: Jeanette Moeller

Absent: None

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS – LONG LAKE NEWS, MEETING REVIEW, AND UPDATES

Mayor Miner offered the following comments and updates:

The Council had met in a work session prior to the regular meeting at which they'd discussed the proposed utility rates, budget, and levy for 2026.

Last week, the Long Lake Waters Association and the Minnehaha Creek Watershed District had put on a great event focused on Long Lake's water quality.

He reported that a Special City Council meeting was held last week, during which the Council had unanimously approved a Joint Powers Agreement to form the Shoreline Fire Department.

APPROVE AGENDA

A motion was made by Kvale, seconded by Feldmann, to approve the agenda as presented. Ayes: all.

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of October 21, 2025, City Council Work Session Meeting
- B. Approve Minutes of October 21, 2025, City Council meeting
- C. Approve Vendor Claims and Payroll
- D. Accept the Resignation of Noah Mackey from the position of Public Works Maintenance Worker I

A motion was made by Dyvik, seconded by Newcomer, to approve the Consent Agenda as presented. Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the City Council during Open Correspondence.

REGULAR BUSINESS

A. Approve Payment Request No. 1 (Final) for the 2025 Pavement Rehabilitation Project (Lindawood Lane)

City Clerk Moeller indicated that per the City Engineer's memo, the City's contractor had completed the work for the Lindawood Lane repaving project with no change orders.

Councilmember Dyvik recalled learning that there had been a drainage issue in the project area after completion.

Public Works Director Diercks gave an overview of what had been done to address the drainage issue referenced by Councilmember Dyvik and assured the Council that the area was draining correctly now.

Councilmember Dyvik had also been informed by a resident of the new home on the street that they were having a ponding issue with their driveway.

Diercks confirmed that ponding still occurs at the end of the driveway, but that the issue was due to a problem with the driveway and he had not seen any evidence to show that the City would be liable.

Councilmember Dyvik stated that he assumed if there was ponding, resolving that issue would be on the contractor.

Councilmember Kvale questioned whether the work performed by the contractor had been consistent with the specs prepared by WSB.

Diercks described the history and background of the area and the work that had been done as part of the project.

Councilmember Dyvik pointed out that he had been shown a picture of the area, and what he'd observed appeared to be more than just a little ponding.

Mayor Miner suggested that the Council continue discussion on the matter after the meeting for further review.

Councilmember Dyvik noted that the Council was preparing to issue payment to the contractor, but he wasn't sure that it could be said everything looked good with the project yet.

The Council discussed who the potential liability may fall on if there is a problem in the area with the ponding.

Mayor Miner asked if the Council could delay a vote on this item to allow for time to investigate the driveway ponding situation a bit further.

Council member Kvale observed that the contractor did complete work and payment for project completion was warranted.

Interim Administrator Nowezki believed action could be tabled until the next City Council meeting.

Councilmember Dyvik indicated that he would reach out to the homeowner before the next meeting.

A motion was made by Dyvik, seconded by Feldmann, to table approval of Payment No. 1 (Final) to Asphalt Surface Technologies Corporation (ASTECH Corp.) for the 2025 Pavement Rehabilitation Project, pending further review of the final condition of the project. Ayes: Dyvik, Feldmann, Newcomer, and Miner. Abstain: Kvale. Motion carried.

B. Establish a Public Works Seasonal On-Call Snowplow Operator Position

Diercks introduced his request to establish a Public Works Seasonal On-Call Snowplow Operator position. He explained that recent employee resignations within the Public Works Department have resulted in the department being short-staffed while heading into a snow removal season. He added that a qualified candidate has already expressed interest in the position.

Moeller added that the intent was to create the on-call position for the present and future years, given that it may continue to benefit the department during times of staffing shortages or limited availability. She mentioned that the interested candidate is a long-time former employee who already knows the City streets and City equipment well.

A motion was made by Feldmann, seconded by Miner, to adopt Resolution No. 2025-39 establishing the position of Public Works Seasonal On-Call Snowplow Operator and amending the City's 2025 Salary Plan. Ayes: all.

Moeller and Diercks gave a brief update on the status of the hiring process for Public Works staff vacancies.

OTHER BUSINESS

Shoreline Fire Department Board Meeting - Councilmember Feldmann stated that the Shoreline Fire Department (SFD) Board had met earlier in the day and he felt that much of their discussion was positive. He shared that Assistant Fire Chief Farley had recently delivered a baby on a call. Moeller had learned that there would be an upcoming 'Stork Pin' ceremony for Assistant Fire Chief Farley. Councilmember Dyvik added that he also serves on the Shoreline Fire Department Board with Councilmember Feldmann and agreed that the meeting went well. He reported that the SFD Board had approved an organizational chart for Fire Chief Heiland to start populating with his recommendations for filling the leadership team positions. Typically the SFD Board would be meeting quarterly, but will be meeting more frequently as the department works to get things up and running.

OHS Football Team – Councilmember Dyvik congratulated the Orono High School football team for winning the Section Championship last week. They will be moving on to the State competition.

Shoreline Fire Department Operating Committee - Nowezki had attended the first SFD Operating Committee meeting. In addition to those meetings, a group of staff between the cities would be holding weekly meetings related to the overall transition to ensure a smooth conversion for all parties.

LLWA/MCWD Event – Nowezki reported that she had also attended the October 28 Long Lake Waters Association and Minnehaha Creek Watershed District event which had been well attended. She and a contact from the MCWD have scheduled a meeting in December to discuss what can be done to get the ball rolling for Long Lake water quality improvements. Councilmember Dyvik stated that the feedback he'd received after the meeting was that residents would support initiatives to address some of the internal load issues with phosphorus as soon as possible.

E-Permitting Update - Moeller commented that forward momentum continues for implementation of new e-permitting software, which is likely to be up and running by January 1, 2026.

Public Works Updates - Diercks reported that a water loss audit had been completed recently on the City's water distribution system, and he highlighted some of the leak information that was gathered. He added that about 74 Emerald Ash Borer infected trees have been taken down and staff has identified about 25 additional trees for future removal. Public Works will be continuing to address ash trees in 2026.

Holiday Tree Lighting - Mayor Miner asked if there had been any discussion about the Holiday Tree Lighting event. Moeller replied that staff had been having some trouble scheduling a meeting where a quorum would be available to attend, but they were working on it.

Veterans Day Observance - Mayor Miner reminded residents that the City offices would be closed on Veterans Day, November 11, 2025.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:24 pm.

Respectfully submitted,
Jeanette Moeller
City Clerk