

**BIG LAKE CITY COUNCIL
REGULAR MEETING MINUTES
APRIL 15, 2026**

1. CALL TO ORDER

Mayor Paul Knier called the meeting to order at 6:30 p.m.

2. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

3. ROLL CALL

Council Members present: Ken Geroux, Ken Halverson, Paul Knier, Kim Noding, and Paul Seefeld. Also present: City Administrator Hanna Klimmek, City Clerk Gina Wolbeck, Finance Director Deb Wegeleben, City Engineer Layne Otteson, Community Development Director Marie Popp, Police Chief Sam Olson, Streets/Parks/Fleet Superintendent Norm Michels, Water/Wastewater Superintendent Dan Childs, and Consultant City Planner Kendra Lindahl from Landform.

Pastor Kyle Sidlo from Saron Lutheran Church gave an invocation.

4. OPEN FORUM

Mayor Knier opened the Open Forum at 6:31 p.m. No one came forward. Mayor Knier closed the Open Forum at 6:31 p.m.

5. PROPOSED AGENDA

Council Member Seefeld motioned to adopt the proposed Agenda as presented. Seconded by Council Member Noding, unanimous ayes, Agenda adopted.

6. CONSENT AGENDA

Council Member Noding motioned to approve the Consent agenda as presented. Seconded by Council Member Seefeld, unanimous ayes, Consent Agenda approved. The Consent Agenda consisted of: 6A. Approve List of Claims, 6B. Approve Council Workshop Minutes of March 18, 2026, 6C. Approve Regular Council Meeting Minutes of March 18, 2026, 6D. Approve Proclamation

Proclaiming May 3-9, 2026 as Professional Municipal Clerk's Week, 6E. Approve Proclamation Proclaiming May 10-16, 2026 as National Police Week and May 15, 2026 as Peace Officers Memorial Day, 6F. Accept Resignation of Part-time Liquor Store Employee Rickey Peterson, 6G. Approve Resolution No. 2026-18 Rescinding Resolution No. 2026-05 Requesting the Great River Regional Library to Conduct a Space Needs Assessment, 6H. Approve Letter of Support for Retaining Local Zoning Authority, 6I. Approve Lift Station No. 7 Quote with Total Control Systems, Inc., 6J. Approve Conditional Offer of Employment to Zachary Vidmar for the Police Officer Position, 6K. Approve 2026 Big Lake Spud Fest Temporary On-sale Liquor License Application, 6L. Approve Resolution No. 2026-19 approving a Stormwater Maintenance Agreement and Easement for Cobblestone Second Addition, 6M. Approve Joint Powers Agreement with Big Lake Township for Improvements to 172nd Street NW, 6N. Approve Joint Powers Agreement for the Sherburne County Multi Jurisdiction Emergency Response Unit, and 6O. Approve Big Lake Pizza Factory, Inc. Assignment of Purchase Agreements to RM Specialties LLC.

7. BUSINESS

7A. PUBLIC HEARING – Annexation by Ordinance for Parcel No's. 10-00122-1115, 10-00122-1116, and 10-00122-1117

Kendra Lindahl reviewed the 50-acre annexation petition submitted by MC Land Holdings, Inc. on behalf of the property owners Ralph Kiffmeyer and Mary Kiffmeyer for parcel no's. 10-00122-1115, 10-00122-1116, and 10-00122-1117, located north of 201st Avenue and the Hudson Woods Development. Lindahl discussed the annexation is being requested for future development as shown on the Shores of Elk River concept plan reviewed by the City Council on January 21, 2026.

Council member Noding asked what happens if the Law Judge doesn't approve an annexation. Lindahl responded she hasn't seen it happen for annexations being petitioned for by the property owner, but she has seen denials when the property owner isn't the petitioner.

Mayor Knier opened the public hearing at 6:37 p.m. No one came forward. Mayor Knier closed the public hearing at 6:37 p.m.

Council Member Seefeld motioned to approve Ordinance No. 2026-01 annexing Parcel No.'s 10-00122-1115, 10-00122-1116, and 10-00122-1117. Seconded by Council Member Noding, unanimous ayes, motion carried.

Council Member Noding motioned to approve Resolution No. 2026-20 authorizing summary publication of the annexation ordinance. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

7B. PUBLIC HEARING – Annexation by Ordinance for Parcel No's. 10-00325-1101, 10-00325-1410, and 10-00324-4400

Kendra Lindahl reviewed the 115.19-acre annexation petition submitted by Rebecca Cassidy of Fischer Construction Group, Inc. on behalf of the property owners Jeffrey Johnson, Michael Hurley, Douglas Sauter, and Sydney Crowder Franco for parcel no's. 10-00325-1101, 10-00325-1410, and 10-00324-4400, located south of US Highway 10 and north of the Harrison Cove Development. Lindahl discussed the annexation is being requested for a potential future light industrial development which requires connection to municipal utilities. The property owners are required to complete an Environmental Assessment Worksheet (EAW) for the proposed development. This EAW will require the approval of a Joint Powers Agreement to allow the City to be the responsible governmental unit for the EAW if the EAW proceeds before the annexation process is complete.

Mayor Knier opened the public hearing at 6:39 p.m. No one came forward. Mayor Knier closed the public hearing at 6:39 p.m.

Council Member Geroux motioned to approve Ordinance No. 2026-02 annexing Parcel No.'s 10-00325-1101, 10-00325-1410, and 10-00324-4400. Seconded by Council Member Noding, unanimous ayes, motion carried.

Council Member Geroux motioned to approve Resolution No. 2026-21 authorizing summary publication of the annexation ordinance. Seconded by Council Member Seefeld, unanimous ayes, motion carried.

7C. Big Lake Public Library Annual Report

Great River Regional Library Services Coordinator, Hilary Dawson, presented an annual report on services provided by the Big Lake Public Library. Dawson reviewed statistics and impact the Big Lake Library experienced in 2025 and reviewed the established library hours at the Big Lake branch. Dawson also provided a system-wide overview, noting in 2025 they had 3,060 total borrowers, 11,015 checkout sessions, 631 Summer Reading Challenge participants and 138 Winter Reading Challenge participants. Dawson also reviewed special programming the library offered in 2025, community outreach efforts, area partnerships, and the Locally Growin' Campaign. Dawson thanked the Friends of the Big Lake Library for providing new furniture at the library.

Mayor Knier asked for information on the MN State Park passes available from the library. Dawson responded MN State Park passes can be checked out on a first come, first serve basis, and can be checked out for 7 days. The pass would allow the library user access into any state park for parking purposes. After 7 days, the pass then becomes available for checkout by another user.

7D. Ordinance Amending Big Lake City Code Chapters 2 (Administration), 5 (Nuisances), 6 (Traffic) and 10 (Zoning) – Annual City Code Updates

Kendra Lindahl reviewed the planners report for the annual City Code updates. Lindahl discussed the city completed a repeal and replace of the Zoning Ordinance, Subdivision Ordinance and Sign Ordinance in 2023, which was adopted on April 26, 2023. When the new ordinances were adopted, staff noted that regular review and updates should be expected to correct any errors and address policy changes as needed. The most recent regular review and update to the Code was approved in Ordinance 2025-09 at the December 10, 2025 City Council meeting. During the presentation of the ordinance update, it was noted that updates to Nuisance Ordinances and Reasonable Accommodation would be prioritized during the next revision. The majority of the proposed amendments are not substantive but are housekeeping items to correct spelling, comply with State laws, correct inconsistencies, and add clarity. Lindahl noted the Planning Commission held a public hearing on April 6, 2026, and no one from the public spoke on the issue. The Planning Commission unanimously recommended approval of the amendments as presented.

Council Member Halverson asked if noxious weeds will still be restricted, and Lindahl responded they are, and will continue to be restricted. Halverson also asked if any definitions in the code define data centers. Lindahl responded if someone wanted to construct a data center in the City of Big Lake they would have to apply for a text amendment as data centers are not currently a permitted use in the city.

Mayor Knier discussed the amendments to notifications for requirements for snow removal from city sidewalks, noting citizens can sign up to receive notifications from the City Website. Lindahl discussed the proposed amendment would change the city notification requirement from having to notify for each snow event, to annual notifications. Council Member Noding asked what the timeframe will be for notifications to go out. Deb Wegeleben explained notifications would be generated at the beginning of the snow season, and that the notices would be from the city website and other city media platforms. Knier noted the city should continue to send out reminders of upcoming snow removal enforcement on our media platforms.

Mayor Knier asked if the restriction for parking in front of mailboxes will be complaint based. Chief Olson responded there have been a handful of complaints received of people intentionally parking in front of mailboxes and refusing to move their vehicle, noting responses on violations would be complaint based.

Council Member Seefeld motioned to approve Ordinance No. 2026-03 amending Chapters 2 (Administration), Chapter 5 (Nuisances), Chapter 6 (Traffic) and Chapter 10 (Zoning) of the City Code. Seconded by Council Member Noding, unanimous ayes, motion carried.

Council Member Seefeld motioned to approve Resolution No. 2026-22 authorizing summary publication of the ordinance amending Chapters 2, 5, 6, and 10 of the City Code. Seconded by Council Member Noding, unanimous ayes, motion carried.

7E. Revised Final Plans and Specifications and Authorize Advertisement for Bids for the 2026 Street and Utility Improvement Project No. ST2026-1

Layne Otteson reviewed the City Council previously approved final plans for construction of Minnesota Avenue and 172nd Street, noting there haven't been any changes to 172nd Street since that approval. The Minnesota Avenue improvements from County Road 43 to 180th Street were contingent upon receiving \$1.4 million in LRIP funding from the State, which the City was recently notified the project was not awarded for grant funding. Without the funding, there are options for Minnesota Avenue to consider which significantly impact the City's CIP Street Fund 196. The City Council reviewed a recommendation (Option C) of the City's Street Committee at their workshop tonight. A consensus of the Council was to move forward with Option C which included construction of the Minnesota Avenue 550' asphalt pavement segment from CR 43 to the east border of Public Safety Facility property, no construction of a gravel emergency segment to 180th Avenue NW, and to pursue LRIP funding for 2027.

Council Member Seefeld motioned to approve Resolution No. 2026-23 which revises the construction scope of ST2026-1 by approving revised final plans and specifications which include approximately 550' asphalt pavement construction of Minnesota Avenue from CR 43 to the eastern border of the Public Safety Facility property, no construction of a gravel emergency road segment to 180th Avenue NW, authorize Advertisement of Bid for the 2026 Street and Utility Improvement Project No. ST2026-1, and authorize staff to pursue LRIP Grant Funding in 2027. Seconded by Council Member Noding. Motion passed with a vote of 4:1 with Council Members Geroux, Knier Noding, and Seefeld voting aye, and Council Member Halverson voting against. Motion carried.

8. ADMINISTRATOR'S REPORT

City Administrator Hanna Klimmek discussed CEDA will be submitting a letter of intent to the Blandin Foundation for irrigation, landscaping, and trail extensions within the three parks where new equipment will be installed this spring. This is a competitive process, and we must first be invited to apply. We expect to know whether we receive an invitation within the first couple of weeks in May. Klimmek also noted several staff members will be attending the League of Minnesota Cities Workshop on April 21 in St. Cloud. The workshop includes tracks for administration, police, public works, and safety committees. This workshop provides a valuable opportunity for cross-training and continued professional development. Klimmek discussed she also be attending the Minnesota City/County Management Association Annual Conference later this month. Klimmek recognized city employee John Koller who has served the City of Big Lake in

the fleet department for five years. He brings a wealth of experience and knowledge as one of our mechanics, thanking him for his dedicated service to the community.

9. MAYOR & COUNCIL REPORTS and QUESTIONS/COMMENTS

Mayor Knier: reviewed the April Big Lake Economic Development Authority Meeting, the PBPC Committee and a Streets Committee Meeting.

Council Member Geroux: discussed the April Big Lake Economic Development Authority Meeting. Geroux also attended a PBPC and Streets Committee Meeting.

Council Member Noding: discussed the recent Big Lake Community Lakes Association Meeting.

Council Member Seefeld: reviewed the April Planning Commission Meeting.

10. OTHER – No other.

11. ADJOURN

Council Member Seefeld motioned to adjourn at 7:13 p.m. Seconded by Council Member Noding, unanimous ayes, motion carried.

Gina Wolbeck
Clerk

Date Approved by Council 05.20.2026