



City Council

Regular Meeting

~ Minutes ~

1408 Lake Street South
Forest Lake, MN 55025
www.ci.forest-lake.mn.us

Karin Derauf, Deputy City Clerk

Monday, June 12, 2023

7:00 PM

City Center - Council Chamber

[City of Forest Lake - Livestream and Recorded Meetings](#)

1. Call to Order

2. Roll Call

Attendee Name	Title	Status	Arrived
Mara Bain	Mayor	Present	
Sam Husnik	Councilmember	Present	
Hanna Valento	Councilmember	Present	
Leif Erickson	Councilmember	Present	
Blake Roberts	Councilmember	Present	

3. Pledge of Allegiance

4. Approve the Agenda (Action)

Comments:

Motion to: Approve the Agenda

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Hanna Valento, Councilmember
SECONDER:	Leif Erickson, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
NAYS:	
ABSTAIN:	
ABSENT:	

5. Open Forum – Citizen Petitions, Requests, and Concerns

*The Open Forum is available for residents to express personal opinions for any item of business.
Please limit your comments to three (3) minutes.*

6. Consent Agenda Considerations (Action Items)

Comments: Councilmember Roberts requested to remove item 6. q. from the Consent Agenda for a separate vote.

- a) Approve City Bills
- b) Approve Minutes from May 22, 2023 Council SPECIAL Meeting
- c) Approve Minutes from May 22, 2023 Regular Council Meeting
- d) American Legion - 1 to 4-Day Temporary On-Sale Liquor License
- e) VFW - Outdoor Entertainment Permit



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- f) Kaylee Gale - 2023 Massage Individual Therapist
- g) FLAAA – LG214 and LG215 Annual Gambling Permits for Pizza Pub
- h) Church of St. Peter – 1 to 4-Day Temporary On-Sale Liquor License
- i) Church of St. Peter – LG220 Gambling Exempt Permit
- j) Chamber of Commerce – LG220 Gambling Exempt Permit
- k) Lone Oak Grill - Outdoor Entertainment Permit - 07-01 to 07-04
- l) Ready Watt Electric – Warning Siren Maintenance Agreement
- m) Resolution 06-12-23-01 – Airport Maintenance and Operations Grant 2024-2025
- n) 2022-2023 Lift Station and Forcemain Project – Request for Payment No. 6
- o) Water Treatment Plant No. 4 – Request for Payment No. 13
- p) CLFLWD and Forest Lake Lake Association Funding Agreement for 2023
- q) 1148 Broadway Ave W – Mister Car Wash - Development Agreement and Access Easement
- r) 508 15th St SW – Forest Lake Ford - Improvement Agreement

*Council may remove any item from the consent agenda for specific consideration.

Motion to: Approve Consent Agenda Items 6. a. through 6. p. and item 6. r.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Blake Roberts, Councilmember
SECONDER:	Sam Husnik, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
NAYS:	
ABSTAIN:	
ABSENT:	

Motion to: Approve Consent Agenda Item 6. q.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mara Bain, Mayor
SECONDER:	Sam Husnik, Councilmember
AYES:	Bain, Husnik, Valento, Erickson
NAYS:	
ABSTAIN:	Roberts
ABSENT:	

7. Regular Agenda (Action Items)

- a) Audit Presentation by BerganKDV



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2022 Final Annual Comprehensive Financial Report

2022 Communications Letter

2022 Legal Compliance Report

Comments: Finance Director Knopik introduced Jackie Knowles from BerganKDV. Jackie noted the main purpose of the audit is for financial responsibility of the City, fair presentation of financial statements, legal compliance, and internal control findings. She provided comments on each item and the current status of the City.

Jackie also discussed the City Financial results noting a balanced budget and actual revenues received along with expenditures, transfers, and the general fund. She provided more detailed on the General Fund balance, General Fund revenues, revenue sources, and expenditures.

Jackie discussed the Enterprise Funds, including the Water Fund and Sewer Fun. She also commented on the City Tax Capacity, Levy, and Rates noting a decrease in the tax rates since 2018.

Mayor Bain asked about the internal controls and the segregation of duties and if it is a reasonable goal to eliminate the shared duties. Jackie noted that it is almost impossible to eliminate all shared duties.

Motion to: Approve 2022 Audit Report and Results by BerganKDV

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mara Bain, Mayor
SECONDER:	Leif Erickson, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
NAYS:	
ABSTAIN:	
ABSENT:	

b) Resolution 06-12-23-04 - County Household Hazardous Waste Cooperative Agreement

Comments: Community Development Director presented information regarding a cooperative agreement for both the City and County responsibility for a land swap noting the swap would be for a county environmental center and the potential city public works campus. She introduced County representatives regarding the agreement and land swap.

Erick Jalowitz, Capital Projects Manager for Washington County, provided information on the County Waste Site. He commented on the facility in Woodbury and the recognition of a need for a facility in the northern part of Washington County. He provided explanation of how the facility works in Woodbury and noted that the Forest Lake facility would operate the same way. He provided a list of



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items that would be accepted at the environmental center. He noted that the service is free of charge to county residents. He commented on the Free Product Room, Shredding Events, and Tours available. He commented on the two-day event recently held in Forest Lake noting the amount in pounds of recyclables dropped off during that time. Eric also discussed the Yard Waste Transfer Program noting the amount of yard waste that was dropped of in Hugo. Erick presented the proposed site layout for the facility along with a proposed schedule noting construction would start during Fall 2023 and open in Fall 2024.

Councilmember Husnik asked Public Works Director Adams how this would benefit the City. Director Adams noted that the City would no longer be responsible for the composting site and that would be taken on by the County. Mayor Bain asked about the exchange of land in terms of acreage size. Erick noted that the parcel the County would receive is larger, however, it contains a large area of wetlands.

Motion to: Approve Resolution 06-12-23-04 - Cooperative Agreement with Washington County and Authorize the Mayor, City Attorney and City Clerk to sign

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Leif Erickson, Councilmember
SECONDER:	Sam Husnik, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
NAYS:	
ABSTAIN:	
ABSENT:	

c) Public Hearing: Resolution 06-12-23-02 - Interlachen Avenue - Street Right-of-Way Vacation

Comments: Community Development Director Wittman presented information on a Vacation of Interlachen Avenue. She noted that the vacation would make the property contiguous with the adjacent properties.

Mayor Bain asked when the right-of-way was put in place. Community Development Director Wittman commented that it was done in 1927. There was further comment on resident support or opposition. Community Development Director Wittman indicated there was no opposition

Public Hearing opened at 7:37 p.m.

No comments were provided.



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Public Hearing closed at 7:38 p.m.

Motion to: Approve Resolution 06-12-23-02 – Vacation of an Unused Street Right-Of-Way (Interlachen Avenue) in Kings Forest Hills Addition

RESULT:	ADOPTED [5 TO 0]
MOVER:	Sam Husnik, Councilmember
SECONDER:	Hanna Valento, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
NAYS:	
ABSTAIN:	
ABSENT:	

d) Resolution 06-12-23-03 - 1790 11th St SE – Forest Hills United Methodist Church – Planned Unit Development

Comments: Community Development Director Wittman presented information on a PUD for Forest Hills United Methodist Church. She noted that a Conditional Use Permit was granted at the May 24, 2023 Planning Commission Meeting. She commented that they also recommended approval of the PUD at the same meeting. She noted that they are proposing two deviations in their proposal and that the deviations are reasonable in relation to the zoning code and recommends approval of the PUD. Councilmember Erickson asked about the ground under the pavilion. Community Development Director Wittman noted it is proposed to be concrete under the pavilion.

Motion to: Approve Resolution 06-12-23-03 approving the final Planned Unit Development (PUD) for Forest Hills United Methodist Church

RESULT:	ADOPTED [5 TO 0]
MOVER:	Hanna Valento, Councilmember
SECONDER:	Leif Erickson, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
NAYS:	
ABSTAIN:	
ABSENT:	

e) Public Hearing: Ordinance No. 724 - Zoning Ordinance Text Amendment for Wetland Banking



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Comments: Community Development Director Wittman provided information on the proposed Wetland Banking Ordinance noting the historical information on the topic to date. She discussed the two options presented to Council noting that one option is to allow wetland banking in conservancy areas, and one prohibits all wetland banking. She noted the concern of allowing wetland banking in terms of developers. She noted the comments from the public and outside agencies that have been submitted. Councilmember Erickson asked about the information submitted by Comfort Lake Forest Lake Watershed. Community Development Director Wittman noted that the agency is concerned with water and wetlands, however, the City should be concerned with the land also, not just the water. She indicated the development goals of the City are different than the Watershed. Community Development Director Wittman indicated the means of monetization of wetland banking by the Watershed. Councilmember Husnik expressed several concerns of allowing wetland banking and his opposition to it. Councilmember Roberts expressed concern over the city controlling land noting that it is not the City's land, it is the public's land.

Public Hearing opened at 7:58 p.m.

No comments were provided.

Public Hearing closed at 7:58 p.m.

Councilmember Husnik indicated that the Planning Commission recommendation to prohibit wetland banking is correct and supports that recommendation to Council. Councilmember Roberts commented on how many inquiries there has been regarding this topic. Community Development Director noted there has been one inquiry. Councilmember Roberts expressed concern about only one inquiry. Mayor Bain expressed concern over designation of land as permanent and irreversible. She noted that she is in favor of prohibiting wetland banking. Councilmember Husnik and Councilmember Valento expressed concern over future commercial development. Councilmember Erickson asked how the City is impacted if it is allowed in a conservancy district. Community Development Director Wittman noted that it is a permanency issue and becomes undevelopable land and loss of tax revenue. City Attorney Johnson provided additional explanation about conservancy districts, rezoning of land, outside developers, and how they can potential use wetland banking that would not benefit the City of Forest Lake.

Motion to: Approve Ordinance No. 724 Enacting Title XV, Land Usage, Chapter 153, Section 309, Wetland Banks



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RESULT:	ADOPTED [5 TO 0]
MOVER:	Sam Husnik, Councilmember
SECONDER:	Hanna Valento, Councilmember
AYES:	Bain, Husnik, Valento, Erickson
NAYS:	Roberts
ABSTAIN:	
ABSENT:	

f) 6150 202nd St N – Shadow Creek Estates

Comments: Community Development Director Wittman presented information on Shadow Creek Estates proposed development to include a horse stable as well as a townhome development. She noted that townhomes would be 4 to 6 units per structure. She also commented on several other items of the proposed development. She noted the engineering comments including need of easements. She indicated there were neighborhood meetings as well as Planning Commission Meeting noting very little comment on the proposed development.

Motion to: Approve the Shadow Creek Estates Comprehensive Plan Amendment with the Condition that it is Approved by the Metropolitan Council by the Time of Final Plat and to Bring Back a Resolution Memorializing Council Action.

RESULT:	ADOPTED [5 TO 0]
MOVER:	Mara Bain, Mayor
SECONDER:	Leif Erickson, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
NAYS:	
ABSTAIN:	
ABSENT:	

Motion to: Approve Shadow Creek Estates Zoning Map Amendment Ordinance with the Condition it will not Become Effective Until the Time of Final Plat Approval and to Direct Staff to Bring Back an Ordinance Memorializing the Council’s Action.



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RESULT: ADOPTED [5 TO 0]
MOVER: Mara Bain, Mayor
SECONDER: Sam Husnik, Councilmember
AYES: Bain, Husnik, Valento, Erickson, Roberts
NAYS:
ABSTAIN:
ABSENT:

Motion to: Approve Shadow Creek Estates Preliminary Planned Unit with the Condition the Density Transfer with the Adjacent Property will Occur Prior to the Final Plat Approval and to Direct Staff to Bring Back a Resolution Memorializing the Council’s Action

RESULT: ADOPTED [5 TO 0]
MOVER: Mara Bain, Mayor
SECONDER: Hanna Valento, Councilmember
AYES: Bain, Husnik, Valento, Erickson, Roberts
NAYS:
ABSTAIN:
ABSENT:

Motion to: Approve Shadow Creek Estates Preliminary Plat with Conditions as Recommended by Staff and the Planning Commission and to Direct Staff to Bring Back a Resolution Memorializing the Council’s Action

RESULT: ADOPTED [UNANIMOUS]
MOVER: Mara Bain, Mayor
SECONDER: Sam Husnik, Councilmember
AYES: Bain, Husnik, Valento, Erickson, Roberts
NAYS:
ABSTAIN:
ABSENT:

8. Discussion

a) 2024 Budget Calendar

Comments: Finance Director Knopik commented on the 2024 Budget Meeting Calendar. He indicated the next planned budget discussion will be at the July Workshop. He also commented on the following calendar dates planned noting what will be brought forward at each discussion.



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9. Staff Updates

Comments: Deputy City Clerk provided information on an amendment to the JPA Agreement with Washington County for Elections. Assistant City Administrator Udem announced he will be leaving Forest Lake to go to the City of Lindstrom to be the new City Administrator. Community Development Director Wittman commented on the digital billboard going live noting that there is already promotion for the City as well as advertising options for local small businesses. She also noted that she met with outside agencies regarding the Tech Corridor and development opportunities. Finally, she noted that she has met with the City of Columbus regarding Eureka Avenue. Public Works Director Adams noted that the weed harvester has started this week. He also commented that water use is increased, drought conditions, and a potential watering ban.

10. Mayor and City Council Updates

Comments: Councilmember Roberts commented on a fence issue on 205th and thanked Public Works Director Adams for working with the resident, Councilmember Valento commented on Arts in the Park. Councilmember Husnik commented that she attended the Memorial Day Event at Lakeside Park.

11. Adjourn

Motion to: Adjourn

Comments:

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Hanna Valento, Councilmember
SECONDER:	Leif Erickson, Councilmember
AYES:	Bain, Husnik, Valento, Erickson, Roberts
ABSENT:	