

Maple Plain City Council Business Meeting Minutes

Maple Plain City Hall, February 24, 2025 7:00 PM

Call to Order

Mayor Julie Maas-Kusske called the meeting to order at 7:00 PM.

Council Members Present

Council Members Connie Francis, Rochelle Arvizo, Andrew Burak, Mike DeLuca, and Mayor Julie Maas-Kusske were present.

Staff Present

City Administrator Jacob Kolander, Assistant City Administrator Kevin Larson, and Asst City Engineer Matt Bauman.

Meeting Details

Adopt Agenda

A motion to approve the agenda was made by Council Member Francis, seconded by Council Member Burak, motion carried 5-0

Consent Agenda

Motion to approve Consent Agenda Items A-D and remove item 6.E ICS Agreement by Council Member Arvizo, seconded by Council Member DeLuca. Motion passed 5-0.

Accounts Payable

City Administrator Kolander summarized the accounts payable of City Checks of \$260,205.91, City ACH of \$20,465.33, and 2024 street improvement payment \$474,127.90. Council Member Burak asked about PERA and the payment to himself. Kolander mentioned that the monies taken out of his paycheck in January were for social security. This was taken out incorrectly due to PERA contributions. Council Member Burak moved to approve accounts payable, seconded by Council Member Francis. Motion passed 5-0.

Staff Reports

City Administrator Kolander summarized the staff reports submitted noting that the Fire Department had not submitted a report to the City this month.

A motion to accept the staff reports as presented by Council Member Francis, seconded by Council Member DeLuca. Motion carried 5-0.

New Business

Resolution 25-0224-01 Authorizing EFT Payments

City Administrator Kolander summarized the EFT payment resolution and expressed this should have been a part of the annual resolutions brought before the Council in January. The resolution 2025-0224-01 is to formally delegate authority for electronic funds transfers and payment of claims prior to City Council approval, as required by Minnesota Statute 471.38 Subd. 3a

A motion to approve Resolution 25-0224-01 Authorizing EFT Payments as written by Council Member Francis, seconded by Council Member Burak. Motion carried 5-0.

Ordinance 333 – Chapter 9 Amendments

City Administrator Kolander summarized the changes to Ordinance 333. The amendments refine and strengthen regulations related to the city's water, sewer, and stormwater management. The updates provide clearer enforcement mechanisms for utility service violations, establish stricter penalties for delinquent utility payments, and formalize emergency water conservation procedures in response to water shortages. The ordinance also updates requirements for fire hydrant connections, water meter regulations, and property owner responsibilities for maintaining water and sewer infrastructure. Additionally, it introduces a quarterly billing structure for stormwater utility fees and refines sewer rate calculations, ensuring a fair and consistent approach to utility charges.

A motion to approve Ordinance 333 – Chapter 9 Amendments as written by Council Member Francis, seconded by Council Member Burak. Motion carried 5-0.

A motion to approve the Summary Publication of Ordinance 333 as written by Council Member DeLuca, seconded by Council Member Francis. Motion carried 5-0.

Council Reports & Other Business

City Council Reports

Council Members provided reports of activities over the past month.

Adjournment

A motion to adjourn was made by Council Member Burak, seconded by Council Member Francis. Motion passed 5-0. The meeting was adjourned at 7:19 PM.

I, the undersigned, Jacob Kolander, City Administrator in and for the City of Maple Plain, Minnesota, do hereby certify that the above and foregoing is a true and correct copy of the minutes.

Respectfully submitted by:

