

Minutes of the Proceedings of the City Council of the City of Champlin in the County of Hennepin and the State of Minnesota  
Pursuant to Due Call and Notice Thereof

Regular Session  
March 24, 2025  
Municipal Center

Call to Order	The Champlin City Council met in Regular Session and was called to order by Mayor Ryan Sabas at 7:00 p.m.
Pledge of Allegiance	The Pledge of Allegiance was recited.
Roll Call	<p>Present: Mayor Ryan Sabas and Councilmembers Jessica Tesdall (Ward 1), Nate Truesdell (Ward 3), and Tim LaCroix (Ward 4).</p> <p>Absent: Tom Moe (Ward 2).</p> <p>Also present were City Administrator Bret Heitkamp, Finance Director Shelly Peterson, City Planner Lexi Smith, City Attorney Dave Schaps, and City Engineer Heather Nelson.</p>
Approval of Agenda (March 24, 2025) Motion	Motion by Councilmember Truesdell and seconded by Councilmember LaCroix to approve the agenda for the March 24, 2025, Regular Meeting as presented. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix. Voting against: none. Motion carried.
Approval of Minutes Motion	Motion by Councilmember Tesdall and seconded by Councilmember Truesdell to approve the minutes of the March 7, 2025 Special Session, March 10, 2025 Worksession and March 10, 2025 Regular Session Meeting as presented. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix. Voting against: none. Motion carried.
Ratification of Payments (March 24, 2025) Motion	Motion by Councilmember LaCroix and seconded by Councilmember Tesdall to approve ratification of payments as submitted on March 24, 2025. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix. Voting against: none. Motion carried.
Announcements	<p>Mayor Sabas made the following announcements:</p> <ul style="list-style-type: none"><li>• Council Worksession – Monday, April 14<sup>th</sup> at 6:00 p.m. in the Council Conference Room</li><li>• City Council Meeting – Monday, April 14<sup>th</sup> at 7:00 p.m. in the Council Chambers</li><li>• 2025 Hennepin County valuation notices will arrive in mailboxes soon, and April Open Book Meetings are coming up. These meetings provide an opportunity for taxpayers to discuss their property assessments. You can attend any meeting location, regardless of where your property is located. A complete list of meeting dates and locations is available on the City website. If you have questions, you can also call the number on your valuation notice to speak directly with an assessor – many concerns can be resolved over the phone.</li><li>• Make plans to join us at Andrews Park on April 18<sup>th</sup> for the annual Easter Egg Hunt. Bring a basket, dress warmly, and allow plenty of time for parking. The tots hunt begins at 11 a.m., followed by ages five and up at 11:45 a.m.</li><li>• Celebrate Earth Day by making a difference in our community. Join us at Andrews Park on April 22<sup>nd</sup> from 5 – 7 p.m. to help collect litter. Volunteers will spread out across town to keep our city clean. All ages are welcome! Register online to participate.</li><li>• The 2025 City-Wide Garage Sale is May 8 – 10, and registration is now open. Be sure to register by April 15<sup>th</sup> if you would like your sale location included on the official map.</li><li>• The Parks and Recreation Department seeks local business owners to participate in the 2025 sponsorship program. Your support helps bring community events to life while putting your brand in the spotlight. Visit our website to secure your sponsorship today.</li><li>• Seasonal hiring is underway. The City is now hiring for various seasonal positions. Visit our website to apply and join our team.</li></ul>

Overview of Worksession  
Discussion

Special Presentations

The City Administrator provided a brief overview of the discussion that occurred earlier in the evening at the Council Worksession regarding:

- The Council reviewed the independent assessment that was completed on the City's information technology system. The Council provided direction for staff to work with the new City Administrator, who will join the City, along with the Finance Director, on the recommendations provided within the report.
- The Finance Director is anticipated to retire mid-year, and the Council discussed the transition plan for that position.

Approve Final Payment to  
Dryden Excavating, Inc.  
for the Jo Nunn Park Trail  
Project, Improvement  
Project No. 21910  
Motion

Consent Agenda

Motion by Councilmember Truesdell and seconded by Councilmember LaCroix to approve Final Payments to Dryden Excavating, Inc. for the Jo Nunn Park Trail Project, Improvement Project No. 21910, in the amount of \$1,083.63. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix. Voting against: none. Motion carried.

Appointment of Full-Time  
Recreation Coordinator  
Motion

Motion by Councilmember Truesdell and seconded by Councilmember LaCroix to authorize the appointment of Hannah Hawkins to the position of full-time Recreation Coordinator, subject to successful completion of a background investigation and drug screen with an anticipated start date of April 7, 2025. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix. Voting against: none. Motion carried.

Appointment of Full-Time  
City Administrator  
Motion

Motion by Councilmember Truesdell and seconded by Councilmember LaCroix to approve an employment contract with Jennifer Max for the position of full-time City Administrator, subject to successful completion of a background investigation with an anticipated start date of May 27, 2025. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix. Voting against: none. Motion carried.

Resolution Accepting Bids  
and Awarding the  
Contract for the Goose  
Lake Parkway & Elm  
Creek Trail Area,  
Improvement Project No.  
22502  
Resolution 2025-18

Councilmember Truesdell introduced the following resolution and moved its adoption:

A Resolution Accepting Bids and Awarding the Contract for the Goose Lake Parkway & Elm Creek Trail Area, Improvement Project No. 22502

The motion for the adoption of the resolution was duly seconded by Councilmember LaCroix, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 24<sup>th</sup> day of March 2025.

Resolution of Support to  
Apply for the 2025  
Hennepin Planning Grant  
Resolution 2025-19

Councilmember Truesdell introduced the following resolution and moved its adoption:

A Resolution of Support to Apply for the 2025 Hennepin Planning Grant

The motion for the adoption of the resolution was duly seconded by Councilmember LaCroix, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 24<sup>th</sup> day of March 2025.

Consider Awarding 2025  
Street Sweeping Contract  
Motion

Motion by Councilmember Truesdell and seconded by Councilmember LaCroix to contract with Allied Blacktop Company for the 2025 spring street sweeping at a rate of \$120 per hour. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix. Voting against: none. Motion carried.

Open Forum

Angela Kruyer, 10907 Noble Avenue N, stated that she was present to speak about the Jesus Ministries International across from her home. She stated that there has been constant noise and disruption to her life. She commented that the day before, she walked over to the church and realized how small the space is, also wondering how such a small space could make so much noise. She explained that she should not have to hear the music and noise inside her home and did not feel that she was being taken

seriously. She stated that she did ask the church to turn the music down, and they did that day. She asked that the City step in and resolve this issue.

Sierra Hassel, 10856 Noble Avenue N in Brooklyn Park, commented that it is frustrating that she is not a Champlin resident and yet has to interact with the City of Champlin on a weekly basis. She commented on her frustration with the number of complaints that she has made and the lack of response. She stated that the church was quiet for several months after their permit was issued in June through November, and then the volume increased again. She stated that after they complain, the noise level does decrease for a few weeks, and then it goes back up. She commented on the frustration that this has caused.

Mayor Sabas commented that he has received several of those emails from the residents. He noted that he would follow up with staff, and hopefully they can connect and find a solution.

Julie Zdrazil, 13048 Revere Lane N, asked the Council to request that Trimec stop being sprayed at Galloway Park. She stated that ten years ago, there was a bee-friendly proclamation in Champlin, and once the chemical is sprayed, the bees are gone, and she notices dead birds. She stated that she attended a Parks and Recreation Commission meeting last summer to make a similar request, and it appeared that everyone agreed; and therefore, she wanted to make the request in the spring before the chemical is used.

Kim Durene commented that she is a former member of the Parks and Recreation Commission and is present to speak about the same concerns as the previous resident. She stated that Galloway Park is within a floodplain; and therefore, when the chemical is sprayed, it can go into the water. She commented that there are a huge number of parks in Champlin, but this is a special place as it is a more natural area. She stated that currently, there is mowing every other week and she believed that area should be left more natural. She provided a map with suggested habitat areas that could be left to grow, and the mowing could occur around that. She referenced the tree farm area and noted that once trees are removed and replanted, they often do not succeed, and therefore asked that the City protect those trees. She stated that when the trees are plucked out, a hole is left that is not filled in.

Mayor Sabas commented that the Parks and Recreation staff will be made aware of these comments and provide a response.

#### Special Presentations

Presentation from  
Hennepin County Sheriff  
Dewanna Witt

Hennepin County Sheriff Dewanna Witt presented priorities and initiatives for the Sheriff's Department in 2025. She provided information about the Sheriff's Office operations and crime statistics specifically relevant to Champlin.

Mayor Sabas thanked Sheriff Witt for the presentation. He asked for more information on Water Patrol activity, noting the border of Champlin being the Mississippi River.

Major Mike Jerde commented that on a typical day, there is a Deputy assigned to Lake Minnetonka and another unit assigned county-wide. He stated that in the summer, there are additional units assigned to the water to assist.

Sheriff Witt stated that Water Patrol is another area they would like to build. She commented that there are currently 60 licensed peace officers assigned to the jail, and when additional employees are assigned to the jail, they can then use the licensed peace officers to complete other work in the community.

Councilmember Tesdall commented that recently, there was a Champlin Park student who was fatally shot and asked if there were suggestions or support that could help to address that concern in the community.

Sheriff Witt commented that one agency cannot address these issues by itself, and therefore, collaboration is important. She stated that she is open to ideas on how they can do better to collaborate and have open communication to best serve the residents. She commented on the importance of preventative measures and education, but noted that accountability is important as well. She stated that kids are often not the best at asking for help, but often show signs that they need help. She commented

on the importance of being proactive rather than reactive. She stated that her Department has brought back the D.A.R.E. Program, which has been well-received. She explained that many schools no longer allow the police to recruit for the Explorer Program or for the armed services.

Mayor Sabas agreed that these are things that impact the students. He commented that one of the most popular officers Champlin has had was a School Resource Officer.

Councilmember LaCroix recognized the importance of building positive relationships between the police and the youth in order to deter future actions. He stated that he does support transitioning the licensed peace officers out of the jail.

Sheriff Witt commented on the overpopulation of the jail and the order that they decrease the number of individuals housed there. She commented that they have moved people to other locations, which does come with an additional cost, but also lessens the burden on staff. She commented that they continue to work to recruit and retain staff, and she does not support the thought that violent criminals should simply be released to lessen the burden.

Councilmember LaCroix supported the actions of the Sheriff. He stated that as an attorney, he spends a lot of time in Tower C and appreciates the work of Sheriff Witt's staff and their professionalism.

Sheriff Witt commented that there are people who have been committed because of their mental health issues who are currently being held at the jail but really belong in a hospital, which also places a burden on the jail.

Councilmember LaCroix agreed that these are collaborative issues that everyone needs to work on together.

Mayor Sabas thanked Sheriff Witt for her time tonight and for the work she and her team do.

#### Public Hearings

Approve Temporary On-Sale Intoxicating Liquor Licenses for Elm Creek Brewing Co. to Sell Alcohol at Mississippi Crossings Summer Series and at Food Truck Festival

The City Administrator stated that Mitch Carlson of Elm Creek Brewing Co. has applied for 12 temporary on-sale intoxicating liquor licenses to sell alcohol at the Food Truck Festival they are hosting at their brewery on May 18<sup>th</sup> and at the Summer Series at the Mississippi Crossings Event Center on June 5<sup>th</sup>, 12<sup>th</sup>, and 26<sup>th</sup>; July 3<sup>rd</sup>, 10<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup> and 31<sup>st</sup>; and August 7<sup>th</sup>, 14<sup>th</sup>, and 21<sup>st</sup>.

Public Hearing

Mayor Sabas opened the public hearing at 8:07 p.m.

No comments made.

Mayor Sabas closed the public hearing at 8:07 p.m.

Motion

Motion by Councilmember Truesdell and seconded by Councilmember LaCroix to approve the temporary on-sale intoxicating liquor licenses for Elm Creek Brewing Co. to sell alcohol at the Food Truck Festival at Elm Creek Brewing in May and the Summer Series at the Mississippi Crossings Event Center this summer. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix. Voting against: none. Motion carried.

#### New Business

First Reading of Ordinance Amending Chapter 62 – Vegetation, Article II Shade Tree Diseases and Pests, Section 62-25 and 62-26

The City Administrator stated that the proposed ordinance amends the City's Tree Ordinance, based on a recommendation from the City's Tree Inspector.

Councilmember LaCroix stated that he appreciates the extension of time, noting comments he received last year from residents concerned that they would not be able to respond to the comments of the Tree Inspector within the allotted timeframe. He encouraged residents to reach out and communicate with staff if they receive a notice and cannot act in time.

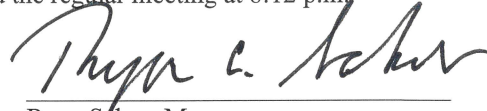
Motion

Motion by Councilmember Tesdall and seconded by Councilmember Truesdell to approve the first reading of the Ordinance Amending Chapter 62 – Vegetation, Article II Shade Tree Diseases and Pests, Section 62-25 and 62-26. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix. Voting against: none. Motion carried.

The City Attorney stated that the second reading for this item will come back to the next meeting in April.

Adjournment

The Champlin City Council adjourned the regular meeting at 8:12 p.m.

  
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Ryan Sabas, Mayor

Attest:

  
\_\_\_\_\_  
Julie Tembreull, Executive Assistant/City Clerk

Councilmember Truesdell introduced the following resolution and moved its adoption:

**RESOLUTION NO. 2025-18  
CITY OF CHAMPLIN  
COUNTY OF HENNEPIN  
STATE OF MINNESOTA**

**RESOLUTION ACCEPTING BIDS AND AWARDING THE CONTRACT FOR THE  
GOOSE LAKE PKWY & ELM CREEK TRAIL AREA, IMPROVEMENT PROJECT NO.  
22502**

WHEREAS, pursuant to an advertisement of bids for street rehabilitation and utility improvement for Goose Lake Pkwy & Elm Creek Trail Area, Improvement Project No. 22502, and

WHEREAS, the following bids were received complying with the advertisement:

<u>BIDDER</u>	<u>BID AMOUNT</u>
Park Construction	\$3,334,338.12
North Valley, Inc.	\$3,412,182.20
GMH Asphalt Corporation	\$3,483,772.79
Douglas-Kerr Underground, LLC.	\$3,664,041.71
New Look Contracting, Inc.	\$3,694,982.25
Northwest	\$3,708,476.81

WHEREAS, it appears that Park Construction in the amount of \$3,334,338.12 is the lowest responsible bidder.

NOW, THEREFORE, BE IT RESOLVED by the Champlin City Council that:

1. The bid of \$3,334,338.12 for the Goose Lake Pkwy & Elm Creek Trail Area, Improvement Project No. 22502, is hereby accepted and the Mayor and City Clerk are directed to execute contract providing for the performance of the work.
2. The City Clerk is hereby authorized and directed to return forthwith to all bidders the deposits made with their bids except that the deposit of the successful bidder shall be retained until the contract has been signed.

The motion for the adoption of the resolution was duly seconded by Councilmember LaCroix, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 24th day of March 2025.

*Ryan Sabas*

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Ryan Sabas, Mayor

ATTEST:

*Julie Tembreull*

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Julie Tembreull, Exec. Asst./City Clerk

Councilmember Truesdell introduced the following resolution and moved its adoption:

**RESOLUTION NO. 2025-19  
CITY OF CHAMPLIN  
COUNTY OF HENNEPIN  
STATE OF MINNESOTA**

**RESOLUTION OF SUPPORT TO APPLY FOR THE 2025 HENNEPIN PLANNING  
GRANT**

WHEREAS, the City of Champlin recognizes the importance of proactive planning and strategic development within the community; and

WHEREAS, the City has identified the need for a Small Area Plan for the area known as 'Mississippi Crossings South' to guide future growth, land use, infrastructure, and public amenities; and

WHEREAS, the City is seeking external funding sources to help offset the associated costs; and

WHEREAS, the Hennepin County Housing and Economic Development Department administers a grant program supporting land use planning efforts to create a more human-centered and resilient built environment; and

WHEREAS, Hennepin County is currently soliciting applications for the 2025 Hennepin Planning Grants program; and

WHEREAS, the primary goals of the grant program are to improve connectivity by fostering compact, mixed-use developments and enhancing the public realm to promote equitable economic development and community resilience; and

WHEREAS, the City of Champlin is seeking funds to conduct a small area plan that aligns with these objectives;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Champlin, Minnesota:

1. The City Council supports the City's application and the goals of the 2025 Hennepin Planning Grant; and
2. The City commits to providing any necessary local matching funds to complete the project; and
3. The City Council authorizes staff to take all necessary actions to submit the grant application and coordinate the planning process in alignment with the other ongoing studies; and



4. That a copy of this resolution shall be included with the grant application as a demonstration of the City's commitment to the project.

The motion for the adoption of the resolution was duly seconded by Councilmember LaCroix, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Truesdell and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 24th day of March, 2025.

*Ryan Sabas*

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Ryan Sabas, Mayor

ATTEST:

*Julie Tembreull*

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Julie Tembreull, Exec. Asst./City Clerk