

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
August 25, 2025
Municipal Center

Call to Order	The Champlin City Council met in Regular Session and was called to order by Mayor Ryan Sabas at 6:05 p.m.
Pledge of Allegiance	The Pledge of Allegiance was recited.
Roll Call	Present: Mayor Ryan Sabas and Councilmembers Jessica Tesdall (Ward 1), Tom Moe (Ward 2), Nate Truesdell (Ward 3), and Tim LaCroix (Ward 4). Absent: None.
	Also present were City Administrator Jenny Max, Community Development Director Scott Schulte, Parks and Recreation Director Dan Glynn, City Attorney Dave Schaps, and City Engineer Heather Nelson.
Approval of Agenda (August 25, 2025) Motion	The City Administrator requested to add Items 9.5 and 9.6 to the Consent Agenda. Motion by Councilmember Truesdell and seconded by Councilmember Moe to approve the agenda for the August 25, 2025, Regular Meeting as amended. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.
Approval of Minutes Motion	Motion by Councilmember Moe and seconded by Councilmember Truesdell to approve the minutes of the July 28, 2025, Regular Session Meeting as presented. Voting in favor were Mayor Sabas, Councilmembers Moe and Truesdell. Voting against: none. Abstaining: Councilmembers LaCroix and Tesdall. Motion carried.
	Motion by Councilmember LaCroix and seconded by Councilmember Tesdall to approve the minutes of the August 11, 2025, Worksession and August 11, 2025, Regular Session Meeting as presented. Voting in favor were Mayor Sabas, Councilmembers Tesdall and LaCroix. Voting against: none. Abstaining: Councilmembers Moe and Truesdell. Motion carried.
	Motion by Councilmember Truesdell and seconded by Councilmember Moe to approve the minutes of the August 18, 2025, Special Worksession as presented. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.
Ratification of Payments (August 25, 2025) Motion	Motion by Councilmember Moe and seconded by Councilmember Truesdell to approve ratification of payments as submitted on August 25, 2025. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.
Announcements	Mayor Sabas made the following announcements: <ul style="list-style-type: none">On Monday, September 8th, we will have a City Council Worksession at 5:00 p.m. in the Council Conference Room and Regular Meeting at 6:00 p.m. in the Council ChambersOn Monday, September 15th, the Council will have a Joint Worksession/Walking Tour with the Planning Commission, beginning at 5:00 p.m.The Father Hennepin Concert and Fireworks Event, featuring the Fabulous Armadillos, has been rescheduled for this Friday, August 29th, at Mississippi Crossings. You are invited to join us for a night of live music, fireworks, and food trucks along the river.Shed Fest will take place on September 20th, and tickets are only \$12 if you purchase them before Labor Day. The event will feature Fool House, the ultimate 90s band, along with food trucks, a red-carpet photo opportunity, a balloon drop, a video DJ, and more. This annual outdoor rock concert will be held at the Public Works Yard, and tickets can be purchased on the City website.To celebrate the first week of school, we invite families to join us for a special showing of the Minecraft Movie under the stars at Mississippi Crossings on Friday, September 5th, at dusk. Bring

your blankets, lawn chairs, and friends for a family-friendly evening.

- Finally, Family Fun Fest, hosted in partnership with Riverway Church, will be held on Sunday, September 7th, at Andrews Park from 11 a.m. to 4 p.m. This free event will feature inflatables and fun activities for the whole family.

Special Presentations

Recognition of Representative Danny Nadeau, Who Was Named a League of MN Cities Legislator of Distinction for 2025

Update on the 2025 Street Improvement Project

The City Administrator recognized Representative Danny Nadeau, who has been named a League of MN Cities Legislator of Distinction once again for 2025.

Mayor Sabas agreed that Representative Nadeau has been a champion for Champlin at the legislature.

The City Engineer provided a brief update on the 2025 Street Improvement Projects.

Mayor Sabas referenced the highly traveled intersection of 109th and Winnetka, especially during the upcoming school season. He expressed concern about a potential four-way stop and asked if they could work to place temporary stoplights.

The City Engineer stated that staff asked that question to the design engineers and although it would be a very busy four-way stop, the traffic modeling did support a four-way stop in a temporary situation. She stated that south of the intersection will remain closed while Brooklyn Park works on the underpass, which will reduce the amount of traffic going through the intersection. She acknowledged that it would be best for vehicles to follow the detour.

Councilmember LaCroix asked who makes the decision on the four-way stop.

The City Engineer replied that the City of Champlin is leading the project but is working collaboratively with Brooklyn Park. She stated that everyone is on the same page and wants to ensure that decisions are made safely.

Mayor Sabas commented on the backups that occurred on 114th when school was still in session and stated that he would support opening 109th to some capacity.

Overview of Worksession Discussion

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

- The Council continued 2026 budget discussions and provided direction to help set the preliminary levy.
- Discussions will continue related to the Council meeting start time on tonight's regular agenda.
- Discussions will continue related to the other agenda items, including the request for proposals on the compensation and classification study and advertising, and naming rights at the Ice Forum.

Consent Agenda

Councilmember Truesdell requested to pull Item 9.3, Approve Quote for Deck Coating at the Mississippi Crossings Event Center and Approve Purchase of Deck Furniture, from the Consent Agenda for further discussion.

Approve Temporary On-Sale Intoxicating Liquor License for Anoka Lions Club to Sell Alcohol at the September 28th Food Truck Festival at Mississippi Crossings Motion

Approve Hiring Process to Fill the Police Department

Motion by Councilmember Truesdell and seconded by Councilmember Moe to approve the temporary on-sale intoxicating liquor license for the Anoka Lions Club to sell alcohol at the September 28th Food Truck Festival at Mississippi Crossings. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.

Motion by Councilmember Truesdell and seconded by Councilmember Moe to approve the hiring process to fill the Police Department Office Administrative Supervisor position and anticipated Police

Office Administrative Supervisor Position and Anticipated Police Clerk Vacancy Motion

Approve Quote for Deck Coating at the Mississippi Crossings Event Center and Approve Purchase of Deck Furniture Motion

Clerk vacancy as proposed. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.

Councilmember Truesdell commented that the Council has had extensive conversations about the deck coating, but asked for more information related to the request for deck furniture.

The Parks and Recreation Director replied that the furniture has not yet been selected, but it has been recommended to have composite furniture that would not puncture the coating.

Councilmember Truesdell asked what would be done with the existing furniture that was recently purchased.

The Parks and Recreation Director commented on the process to purchase the existing furniture with the funds that were left in the budget and did not believe there would be much value, but stated that they could look into the potential of selling that furniture.

Mayor Sabas asked whether staff would be concerned with theft.

The Parks and Recreation Director commented that there are security cameras. He stated that there is a risk with any park equipment.

Motion by Councilmember Truesdell and seconded by Councilmember Moe to select Advanced Masonry Restoration to perform the deck coating installation and postpone the work until May of 2026, with a total cost of \$21,000 and the replacement of deck furniture with an anticipated cost of \$15,000 to \$20,000. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.

Resolution Approving Plans and Specifications and Order Advertisement for Bids for the Cartway Culvert Replacement Project, Improvement Project No. 22403 Resolution 2025-40

Authorization to Fill the Mechanic Position Vacancy in the Public Works Department and Approve the Public Works Mechanic Job Description Motion

Approve Job Description for Police Department Office Administrative Supervisor Motion

Councilmember Truesdell introduced the following resolution and moved its adoption:

A Resolution Approving Plans and Specifications and Order Advertisement for Bids for the Cartway Culvert Replacement Project, Improvement Project No. 22403

The motion for the adoption of the resolution was duly seconded by Councilmember Moe, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 25th day of August 2025.

Motion by Councilmember Truesdell and seconded by Councilmember Moe to approve posting for the Mechanic position and approve the Mechanic job description as presented. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.

Motion by Councilmember Truesdell and seconded by Councilmember Moe to approve the job description for the Police Department Office Administrative Supervisor position. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.

Open Forum

No comments.

New Business

Discuss Amendment to Council Bylaws

The City Administrator stated that on May 27th, the City Council approved an amendment to the City Council Bylaws, changing the City Council meeting start time from 7:00 p.m. to 6:00 p.m. and the

Regarding Council
Meeting Start Time

worksession meeting start time from 6:00 p.m. to 5:00 p.m. It was decided that the Council would revisit this decision in August/September.

Mayor Sabas commented that the earlier meeting time has been working well, and the consensus of the Council is to keep the earlier start times.

Motion

Motion by Councilmember Moe and seconded by Councilmember LaCroix to keep the Council meeting time at 6:00 p.m. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.

Adjournment

The Champlin City Council adjourned the regular meeting at 6:28 p.m.



Ryan Sabas, Mayor

Attest:



Julie Tembreull, Executive Assistant/City Clerk

Councilmember Truesdell introduced the following resolution and moved its adoption:

RESOLUTION NO. 2025-40
CITY OF CHAMPLIN
COUNTY OF HENNEPIN
STATE OF MINNESOTA

**RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDER
ADVERTISEMENT FOR BIDS FOR THE CARTWAY CULVERT REPLACEMENT
PROJECT, IMPROVEMENT PROJECT NO. 22403**

WHEREAS, plans and specifications have been submitted for the Cartway Culvert Replacement Project, Improvement Project No. 22403 and

WHEREAS, the project area consists of culvert defined as a bridge where Elm Creek crosses Cartway Road.

WHEREAS, the Project will include a complete removal of the existing metal arch culvert and replacement with two box culverts and a floodplain culvert in its current alignment.

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

1. The plans and specifications for the above-mentioned area are hereby approved.
2. The City Clerk shall prepare and cause to be placed on the City website and in Quest Construction Bulletin, an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall specify the work to be done and shall state the bids will be received by the Clerk until 10:00 a.m on September 15, 2025, at which time they will be opened electronically. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed as set forth in the instructions to bidders in compliance unless with requirements of electronic bidding and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the Clerk for 5% (five percent) of the amount of such bid.

The motion for the adoption of the resolution was duly seconded by Councilmember Moe, and upon vote being taken thereon, the following voted in favor thereof: Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix, and the following voted against the same: none, whereupon said resolution was passed this 25th day of August 2025.

Ryan Sabas

Ryan Sabas, Mayor

ATTEST:

Julie Tembreull

Julie Tembreull, Exec. Asst./City Clerk