

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
June 9, 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, City Attorney Dave Schaps, and City Engineer Heather Nelson.
Approval of Agenda (June 9, 2025) Motion	Motion by Councilmember Truesdell and seconded by Councilmember Tesdall to approve the agenda for the June 9, 2025, Regular Meeting as presented. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.
Approval of Minutes Motion	Motion by Councilmember Truesdell and seconded by Councilmember LaCroix to approve the minutes of the May 27, 2025, Worksession and May 27, 2025, Regular Session Meeting as presented. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.
Ratification of Payments (June 9, 2025) Motion	Motion by Councilmember Moe and seconded by Councilmember Tesdall to approve ratification of payments as submitted on June 9, 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">• Council Worksession – Monday, June 23rd at 5:00 p.m. in the Council Conference Room• City Council Meeting – Monday, June 23rd at 6:00 p.m. in the Council Chambers• Starting July 1st, Champlin will launch curbside organics collection as part of Hennepin County's zero-waste initiative. A \$3.85 monthly fee will be added to utility bills. Residents can register online to receive a collection container, with weekly pickup on the same day as refuse collection. A free year supply of compostable bags is available while supplies last – use the coupon inside the Summer <i>Champlin Chronicle</i> to pick up yours at Grady's Ace Hardware.• It's Father Hennepin Festival week! Join us June 9-15 for music, food, fireworks, carnival rides, and more. Highlights include tomorrow's Guns & Hoses softball game, Thursday's tailgate and free concert at Mississippi Crossings, Friday's parade and fireworks, plus Saturday's rock concert featuring the Fabulous Armadillos. Visit fatherhennepinfestival.com for the full schedule and to save on advance tickets.• The 2025 Farmers Market starts next Tuesday, June 17th, at the Ice Forum. Stop by weekly from 2 – 6 p.m. through September 30th for fresh, local goods.
Overview of Worksession Discussion	<p><u>Special Presentations</u></p> <p>The City Administrator provided a brief overview of the discussion that occurred earlier in the evening at the Council Worksession regarding:</p> <ul style="list-style-type: none">• The Council began the 2026 budget season by discussing the planned street improvement projects for 2026-2028. The Finance Director also discussed the 2026 budget priorities and initiatives.• The Police Chief reviewed the PUPS Facility expansion plans and discussed options for the City to consider.

Consent Agenda

Councilmember Truesdell requested to pull Item 9.1, Accept Resignation/Retirement of the Full-Time Finance Director/Deputy Admin, from the Consent Agenda for further discussion.

Accept
Resignation/Retirement of
the Full-Time Finance
Director/Deputy Admin
Motion

Councilmember Truesdell read a statement of recognition for the service that Shelly Peterson has provided in her position as Finance Director. He wished her the best in retirement.

Mayor Sabas echoed the comments of appreciation, noting that her work over the last seven years has been, and will continue to be, impactful.

Motion by Councilmember Truesdell and seconded by Councilmember Tesdall to accept the resignation/retirement of Shelly Peterson, effective July 18, 2025. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.

Appointment of Full-Time
Director of Finance and
Administrative Services
Motion

Motion by Councilmember Tesdall and seconded by Councilmember Moe to authorize the appointment of Korrie Johnson to the position of full-time Director of Finance and Administrative Services, subject to successful completion of a background investigation. Voting in favor were Mayor Sabas, Councilmembers Tesdall, Moe, Truesdell, and LaCroix. Voting against: none. Motion carried.

Resolution Designating
Representatives and
Alternates to the Anoka-
Champlin Fire Board
Resolution 2025-32

Councilmember Tesdall introduced the following resolution and moved its adoption:

A Resolution Designating Representatives and Alternates to the Anoka-Champlin Fire Board

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 9th day of June 2025.

Resolution Designating
Representatives to the
Quad Cities Cable
Communications
Commission
Resolution 2025-33

Councilmember Tesdall introduced the following resolution and moved its adoption:

A Resolution Designating Representatives to the Quad Cities Cable Communications Commission

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 9th day of June 2025.

Second Reading and
Adoption of Ordinance
Amending Chapter 30 –
Licenses, Permits and
Miscellaneous Business
Regulations, Article XIII
Mobile Food Units,
Sections 30-571 and 30-
572
Ordinance No. 915

Councilmember Tesdall introduced the following ordinance, conducting the second reading, and moving its adoption:

An Ordinance Amending Chapter 30, Article XIII Mobile Food Units, Sections 30-571 and 30-572

The motion for the adoption of the ordinance 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 ordinance was passed this 9th day of June 2025.

Approve Resolution
Restricting Parking on
Cartway Road
Resolution 2025-34

Councilmember Tesdall introduced the following resolution and moved its adoption:

A Resolution Restricting Parking on Municipal State Aid Route 103 Cartway Road

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 9th day of June 2025.

Open Forum

Kim Van Krevelen, 504 French Lake Road, spoke about the heavy construction traffic on French Lake Road and the impact that it has on her quality of life. She stated that the poor quality of the road

makes the traffic even louder. She believed the road should be improved and restricted to prevent the heavy construction equipment.

Open Forum Response –
Congregate Care Homes
Concerns

The Community Development Director stated that at the May 27, 2025, City Council meeting, resident Sheila Kenyon expressed safety and well-being concerns resulting from assisted living homes (group homes) in her neighborhood. Several other neighbors joined in support of these concerns. Ms. Kenyon believes that the “for-profit” assisted living facilities do not fit into residential neighborhoods. Mayor Sabas provided a thoughtful response by explaining the City’s limitations on exercising control over group living arrangements. Mayor Sabas directed the residents to contact our state legislators, Senator John Hoffman and Representative Danny Nadeau, to relay concerns. Staff from a number of communities share Champlin’s position on wanting changes to assisted living statutes. We will continue to pursue this with Senator Hoffman and Representative Nadeau.

Adjournment

The Champlin City Council adjourned the regular meeting at 6:19 p.m.



Ryan C. Sabas

Ryan Sabas, Mayor

Attest:



Julie Tembreull, Executive Assistant/City Clerk

Councilmember Tesdall introduced the following resolution and moved its adoption:

RESOLUTION NO. 2025-32
CITY OF CHAMPLIN
COUNTY OF HENNEPIN
STATE OF MINNESOTA

**RESOLUTION DESIGNATING REPRESENTATIVES AND ALTERNATES TO THE
ANOKA-CHAMPLIN FIRE BOARD**

WHEREAS, the Anoka-Champlin Fire Department is the result of a Joint Powers Agreement between the City of Champlin and the City of Anoka for fire protection; and

WHEREAS, the City of Champlin has been actively involved with the Anoka-Champlin Fire Board; and

WHEREAS, it is important for the City to have designated representatives and alternates to the Anoka-Champlin Fire Board representing the City's interest.

NOW, THEREFORE, BE IT RESOLVED by the Champlin City Council that Councilmember Nate Truesdell and Councilmember Tom Moe are hereby designated as representatives to the Anoka-Champlin Fire Board, and City Administrator Jenny Max and Police Chief Glen Schneider or their successors are hereby designated to serve as alternate representatives to the Anoka-Champlin Fire Board for the year 2025 and until their successors are appointed representing the City of Champlin.

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 9th day of June 2025.

Ryan Sabas

Ryan Sabas, Mayor

ATTEST:

Julie Tembreull

Julie Tembreull, Exec. Asst./City Clerk

Councilmember Tesdall introduced the following resolution and moved its adoption:

RESOLUTION NO. 2025-33
CITY OF CHAMPLIN
COUNTY OF HENNEPIN
STATE OF MINNESOTA

**RESOLUTION DESIGNATING REPRESENTATIVES TO THE QUAD CITIES CABLE
COMMUNICATIONS COMMISSION**

WHEREAS, the City of Champlin has been actively involved with the Quad Cities Cable Communications Commission; and

WHEREAS, it is important for the City to have designated representatives to the Quad Cities Cable Commission representing the City's interest.

NOW, THEREFORE, BE IT RESOLVED by the Champlin City Council that Councilmember Jessica Tesdall and City Administrator Jenny Max are hereby designated as representatives to the Quad Cities Cable Communication Commission for the year 2025 and until their successors are appointed representing the City of Champlin.

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 9th day of June 2025.

Ryan Sabas

Ryan Sabas, Mayor

ATTEST:

Julie Tembreull

Julie Tembreull, Exec. Asst./City Clerk

Councilmember Tesdall introduced the following ordinance, conducting the second reading and moving its adoption:

**ORDINANCE NO. 915
CITY OF CHAMPLIN
COUNTY OF HENNEPIN
STATE OF MINNESOTA**

**ORDINANCE AMENDING CHAPTER 30, ARTICLE XIII MOBILE FOOD UNITS,
SECTIONS 30-571 AND 30-572**

ARTICLE XIII. MOBILE FOOD UNITS

Sec. 30-571. Mobile food unit definition.

A mobile food unit (MFU) is a food and beverage service establishment that is a fully contained motorized vehicle or fully contained mounted trailer unit attached to a motorized vehicle, licensed by the State of Minnesota to operate on public streets and roadways and readily movable, without disassembling, for transport to another location.

Operator: The individual, partnership, corporation, or entity that owns or manages the mobile food unit.

Fire Safety Inspection Certificate: A certificate issued by an Anoka County Fire Inspector confirming compliance with applicable fire codes.

Sec. 30-572. Mobile food unit required license procedures.

(c)Mobile food unit (MFU) licenses and insurance required. Any establishment that meets the MFU definition herein shall properly display proof of all the following:

1. A current, annual mobile food unit certificate issued by the appropriate Minnesota Department of Health, Minnesota Department of Agriculture, or Hennepin County Environmental Health;
2. State issued personal and vehicle license, registration, and insurance;
3. A current electrical inspection sticker from the state department of labor and industry;
4. City of Champlin mobile food unit license unless otherwise exempt in this section.
5. An annual Fire Safety Inspection Certificate issued by an Anoka County Fire Inspector.
 - a. All mobile food units must pass an annual fire safety inspection conducted by an Anoka County Fire Inspector.

- b. The inspection shall be valid for one (1) year from the date of issuance.
- c. An inspection fee in the amount of one hundred dollars (\$100.00) shall be remitted to the Fire Department performing the inspection pursuant to the Anoka County Inspection Reciprocity Program.
- d. Proof of a current Fire Safety Inspection Certificate is required prior to the issuance or renewal of any city license.

This ordinance shall become effective upon its passage and publication in accordance with applicable law.

Addition: Underlined

Deletion: ~~Strikethrough~~

The motion for the adoption of the ordinance 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 ordinance was passed this 9th day of June 2025.

Ryan Sabas

Ryan Sabas, Mayor

ATTEST:

Julie Tembreull

Julie Tembreull, Exec. Asst./City Clerk

Councilmember Tesdall introduced the following resolution and moved its adoption:

RESOLUTION NO. 2025-34
CITY OF CHAMPLIN
COUNTY OF HENNEPIN
STATE OF MINNESOTA

**RESOLUTION RESTRICTING PARKING ON MUNICIPAL STATE AID ROUTE 103
CARTWAY ROAD**

WHEREAS, S.A.P. 193-103-003 is the replacement of the bridge on Cartway Road over the Elm Creek, in the City of Champlin, Minnesota, and

WHEREAS, the "City" will be expending State Funding for the improvement to this street and bridge, and

WHEREAS, the proposed improvements do not provide adequate width for parking on either side of the street; and approval of the proposed construction as a Municipal State Aid Street project must therefore be conditioned upon certain parking restrictions.

NOW, THEREFORE, BE IT RESOLVED by the Champlin City Council that the "City" will prohibit the parking of motor vehicles on Cartway Road from CSAH 121 (Hayden Lake Road) to CSAH 12 (Dayton Road), at all times.

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 9th day of June 2025.

Ryan Sabas

Ryan Sabas, Mayor

ATTEST:

Julie Tembreull

Julie Tembreull, Exec. Asst./City Clerk