

## MINUTES

City Council Meeting  
City Hall Council Chambers  
Monday, April 21, 2025  
7:00 p.m.

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### **Call to Order**

Mayor Weidt called the meeting to order at 7:00 p.m.

### **Roll Call and Pledge of Allegiance**

COUNCIL PRESENT: Krull, Miron, Petryk, Strub Weidt

COUNCIL ABSENT: None

OTHERS PRESENT: City Administrator Bryan Bear, City Engineer Mark Erichson,  
Community Development Director Rachel Juba, City Clerk Michele Lindau

### **Approve Minutes for the April 3, 2025, Local Board of Appeals and Equalization Meeting**

Petryk made motion, Miron seconded, to approve the minutes for the LBAE meeting held on April 3, 2025, as presented.

All Ayes. Motion carried.

### **Approve Minutes for the April 7, 2025, City Council Meeting**

Miron made motion, Strub seconded, to approve the minutes for the City Council meeting held on April 7, 2025, as presented.

All Ayes. Motion carried.

### **Approve Minutes for the April 12, 2025 Kidz 'n Biz Festival**

Krull made motion, Petryk seconded, to approve the minutes for the Kidz 'n Biz Festival held on April 12, 2025, as presented.

All Ayes. Motion carried.

### **Approval of Agenda**

Weidt made motion, Miron seconded, to approve the agenda as presented.

All Ayes. Motion carried.

### **Approval of Consent Agenda**

Petryk made motion, Strub seconded, to approve the following Consent Agenda.

1. Approve Claims Roster
2. Approve Hiring of Public Works Summer Seasonal Positions
3. Approve Special Event Permit for Blacksmith Lounge 2025 Events
4. Approve Off-Site Gambling Permit for Merrick, Inc. for Good Neighbor Days Bingo
5. Approve Resolution Declaring Approval to Modify the Municipal State Aid Street System
6. Approve Quote for 2025 Dust Control Project
7. Approve Resolution Approving Encroachment Agreement for 6260 157<sup>th</sup> Court North
8. Approve Letter of Support for Comcast's Application for the BEAD Grant

All Ayes. Motion carried.

### **Approve Claims Roster**

Adoption of the Consent Agenda approved the Claims Roster as presented.

### **Approve Hiring of Public Works Summer Seasonal Positions**

In the 2025 General Fund Budget, Council approved funding for seven seasonal employee positions. There were five seasonal workers that would be returning from last year and staff recommended approval of two new seasonal employees. Adoption of the Consent Agenda approved the rehiring of last year's seasonal employees Adler Siebenaler, William Heise, Beck Rogers, Jacob Weierke, Kristofer Bower and hiring of two new employees, Allison Siebenaler and Matias Evert.

### **Approve Special Event Permit for Blacksmith Lounge 2025 Events**

The Blacksmith Lounge, 17205 Forest Boulevard North, had applied for a Special Event Permit for their 2025 events to be held between Memorial Day and end of September. Events included four auctions, seven car shows, one motorcycle swap meet, and one White Bear Lake Hockey fundraising event. A SEP approved by Council was required because there will be alcohol served outside and there may be up to 200 people in attendance. Adoption of the Consent Agenda approved the Special Event Permit for the Blacksmith Lounge.

### **Approve Off-Site Gambling Permit for Merrick, Inc. for Good Neighbor Days Bingo**

Merrick, Inc. had submitted an LG230 application to conduct off-site gambling in the form of Bingo during Hugo Good Neighbor Days on Saturday, June 7 and Sunday June 8, 2025, at Hugo Lions Park, 5524 Upper 146<sup>th</sup> Street North, Hugo, MN. A Lawful Gambling Permits would be issued by the MN Gambling Control Board after being approved by the City. Adoption of the Consent Agenda approved the Off-Site Gambling Permit for Merrick, Inc. to conduct Bingo during Good Neighbor Days.

### **Approve Resolution Declaring Approval to Modify the Municipal State Aid Street System**

Per State Aid Rules, a City was allowed to add and/or remove mileage annually, provided it met necessary criteria. In an effort to maximize the construction needs of Hugo's MSAS system and with the goal of strategically using the annual available allotment of State Aid funds to the City, staff recommended modifications to the system. The recommended modifications were to add both 159<sup>th</sup> St N from TH61 to Goodview Ave N and Goodview Ave N from 159<sup>th</sup> Street to Oneka Lake Blvd while at the same time revoking Farnham Ave. N. from 149<sup>th</sup> St. N. to Oneka Pkwy N. Adoption of the Consent Agenda approved **RESOLUTION 2025 – 13 DECLARING APPROVAL OF MODIFICATIONS TO THE MUNICIPAL STATE AID STREET SYSTEM FOR THE CITY OF HUGO, MINNESOTA**

### **Approve Quote for 2025 Dust Control Project**

The City of Hugo currently applied dust control to approximately 23 miles of gravel roads located within its municipal boundaries, and the City's General Budget accounted for a dust control project in 2025. As in past years, staff would work with May Township to cost share for the shared portion of Keystone Avenue. Two quotes for dust control were received and opened on April 11, 2025. The low quote was from Envirotech Services at \$1.49 per gallon. With City Council approval, staff would coordinate with Envirotech Services to deliver and place a total of 109,000 gallons of calcium chloride in two separate applications, once in mid- June and again in mid-August. Adoption of the Consent Agenda approved the quote from Envirotech Services for calcium chloride for 2025 dust control.

### **Approve Resolution Approving Encroachment Agreement for 6260 157<sup>th</sup> Court North**

Danielle and Marcus Haug had requested an encroachment agreement to allow for the construction of a fence within a drainage and utility easement on property located at 6260 157<sup>th</sup> Court North. The Senior Engineering Technician had reviewed the location of the fence and was comfortable with the request. Adoption of the Consent Agenda approved **RESOLUTION 2025-14 APPROVING AN ENCROACHMENT AGREEMENT TO ALLOW CONSTRUCTION OF A FENCE WITHIN A DRAINAGE AND UTILITY EASEMENT ON THE PROPERTY LOCATED AT 6260 157<sup>th</sup> COURT NORTH.**

### **Approve Letter of Support for Comcast's Application for the BEAD Grant**

Comcast was applying for a Broadband Equity Access and Deployment (BEAD) grant from the Minnesota State Broadband office to provide service to eligible locations in Hugo. BEAD grant would provide the necessary resources to the residents of Hugo and other areas of Washington County. Adoption of the Consent Agenda approved the letter of support from the City of Hugo for Comcast's application for the BEAD grant.

### **Approve Purchase of Playground Equipment for Oneka Lake Park**

Parks Planner Shayla Denaway provided a recap of the March 3, 2025, meeting, where the Council approved the reconstruction of Oneka Lake Park and authorized Flagship Recreation to

draft concepts for a new playground. Other improvements would include painting the picnic shelter, surface repairs, and landscaping enhancements. The Parks Commission also held a neighborhood meeting on April 16, 2025, to gather input on two playground designs and eight color schemes. Shayla presented the preferred option, which included areas geared toward different age groups. The total cost for the play equipment, including the concrete border and installation, was \$150,000 from Flagship Recreation. The existing trail would be extended to loop around the playground area.

There was discussion about the pour-in-place (PIP) rubber surfacing, which would cost an additional \$133,000. Council expressed concerns over the high price. Shayla explained that the current playground surface consisted of engineered wood chips, which residents disliked because they retained water and were often muddy. Additionally, Public Works staff frequently had to level the surface in high-traffic areas, and it would eventually need to be completely replaced. The cost to install wood chips would be \$14,000, plus the cost of additional site work that would include extensive grading, removal of the existing trail and possible relocation of the shelter. It was also noted that there was no irrigation at the park, making site restoration more difficult. She added that the cost for these improvements was unknown but likely to be expensive and would require the park to be closed for a longer period.

Council raised questions about the durability of the PIP, noting that the PIP surface at Lions Park was damaged. There were also questions about whether PIP surfacing at playgrounds was a long-range trend and whether this project would divert funds from other park projects.

Shayla responded that there was not enough history to determine the long-term repair costs for PIP, but PIP surfaces sustain damage less frequently than wood chips. She said that due to the unique circumstances at Oneka Lake Park, it made more sense to install PIP, but PIP would not be appropriate for all Hugo's playgrounds. Improvements to Oneka Lake Park was the primary goal of the Parks Commission for this year so no funds were being taken from other projects.

Council members commented that it was nice to have parks in Hugo with PIP surfaces because they were more accessible. Given the park's heavy use, they supported the proposal.

Petryk made motion, Strub seconded, to approve the purchase and installation of playground equipment and pour-in-place surfacing from Flagship Recreation in the amount of \$282,052 at Oneka Lake Park.

All Ayes. Motion carried.

### **Discussion on 165<sup>th</sup> Street AUAR Study**

At its January 27, 2025, goal-setting meeting, the City Council directed staff to bring forward a scope of work for a corridor study for 165th Street. Staff put together a proposal for an Alternative Urban Areawide Review (AUAR) that would analyze multiple development scenarios including land use, infrastructure, environmental assessment, and costs. The AUAR would include public engagement and initiate the work needed for the 2050 Comprehensive Plan. An AUAR could satisfy state regulations for environmental review of certain types of development and the

extension of sewer systems. Completing an AUAR would allow future development in the area to be “pre-approved” from an environmental review by the state, so development would not have to go through this process with each application. The consultants proposed to work on the study were WSB and Landform, with the total cost of the study being \$167,324.

Community Development Director Rachel Juba discussed the increased interest in development along 165th Street and the need for road improvements and possible extension of utilities to the east side of TH 61 for future development. The 2040 Comprehensive Plan identified 165th as an urban section road with a trail. There were no connections to the developments south of 165th Street on the west side of TH 61. Land uses in the area needed to be reviewed, and a determination made about how the east side of TH 61 would be developed. Juba emphasized the need for long-range planning that would affect the design and size of utilities. The cost for the City to oversize utilities would be very high. That and other options would be analyzed in the study.

There was a question from Council about whether the City could recover some of the cost of the AUAR from future developers. Juba simply stated no. She explained that the AUAR would begin with the evaluation of land use, traffic, and utilities, and the City should have answers to those three items by August. It was asked if the AUAR would give the City a head start on the 2050 Comprehensive Plan. Juba replied that the AUAR itself would not, but the rest of the work would. She noted that the AUAR would be more detailed than the Comprehensive Plan. Council agreed that the AUAR needed to be completed and that it was important to determine how the area east of TH 61 would be developed. It was noted that the Everton Avenue AUAR completed many years ago helped guide development in that area.

Miron made motion, Strub seconded, to authorize staff to move forward with the AUAR.

All Ayes. Motion carried.

**Approve Resolution Authorizing an Application for the Washington County Pre-Development Grant for 165<sup>th</sup> Street AUAR Study**

Washington County Community Development Agency (CDA) provided an opportunity for pre-development grants to cities for area studies, such as the proposed 165<sup>th</sup> Street AUAR. The AUAR met the pre-development grant criteria for increased growth for economic development and would provide planning recommendations through analysis of land use, infrastructure, and natural resources to inform development in the area. The 2040 land use along 165<sup>th</sup> Street was residential, commercial and industrial. Staff had recommended applying for a pre-development grant to evaluate a number of key elements to facilitate the development of that area.

Petryk made motion, Miron seconded, to approve **RESOLUTION 2025-15 AUTHORIZING SUBMITTAL OF AN APPLICATION FOR FUNDING FROM THE WASHINGTON COUNTY CDA PREDEVELOPMENT FINANCE FUND.**

All Ayes. Motion carried.

**Reminder – Metro Cities Annual Meeting on April 23, 2025**

City Administrator Bryan Bear reminded Council they had scheduled a meeting to attend the Metro Cities Annual Meeting on April 23, 2025, at 5 p.m. at the Roseville Skating Center in Roseville.

**Reschedule City Administrator Performance Review to May 5, 2025**

Due to a schedule conflict, staff recommended Council reschedule the City Administrators performance review to from April 21, 2025, to May 5, 2025.

Weidt made motion, Petryk seconded, to reschedule the City Administrator's performance review to May 5, 2025, at 6 p.m.

All Ayes.

**Adjournment**

Miron made motion, Krull seconded, to adjourn at 7:45 p.m.

All Ayes. Motion carried.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "M. Lindau".

Michele Lindau, City Clerk