City of Medicine Lake

April 6, 2026
City of Medicine Lake
Council Minutes

Present: Chris Heim, Councilor Bill McNaughton, Ruth Hovey, Nina Zelazny; Treasurer Gary Englert, Clerk Therese Polum, Fire Chief Rich Halvorson, BCWMC Commissioner Clint Carlson, Planning Commission Jesse Swanson, BCWMC TAC Susan Wiese

Council and Staff Absent: Councilor Ron Tomczik, TAC Shaun Kennedy, Fire Chief Mike Fox

Other attendees:

Mayor Heim called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Minutes and Agenda

- **Motion to approve the agenda forwarded by Councilmember Hovey and seconded by Councilmember McNaughton. Yea – Heim, Hovey, McNaughton, Zelazny. Motion passed. Absent - Tomczik**
- **Motion to approve the March 2, 2026 city council minutes forwarded by councilmember Hovey and seconded by Councilmember Zelazny. Yea – Heim, Hovey, McNaughton, Tomczik, Zelazny. Motion passed. Absent - Tomczik**

Hennepin County Sheriff – Sergeant Nicholas Manson

- Reported on no calls from the last few months
- Reported he has reviewed the speeding and will station an officer at points during the peak speeding times which is from 6-9am and again from 4-8pm

Open Forum

- No report

Fire Department Report – Rich Halvorson

- Chief Halverson reported on the ISO update which has come down from a 7 from a few years ago to now it is a 3, which is excellent news!
- A few new recruits and boat lift sold

Bassett Creek Watershed Management Commission Report – Shawn Kennedy/Clint Carlson/Susan Wiese

- Reported Bassett Creek approved their finance portion to monitor Three Rivers boat launch
- Reported on the 2026 Watershed Management Plan water quality study; alum treatment is part of this study. Two million dollars is now preliminarily budgeted for the 2028/2029 year for treatment
- Full report is located on the Bassett Creek website

- Reported TAC meeting is coming up (has been on hold for the past 2.5 months)
- Asked about the MS4 permit, council reported city engineer will be asked to complete the MS4

Planning Commission Report – Jesse Swanson

- Reported the Comprehensive Plan update should be ready for review later this month
- Reported, the subdivision ordinance was completed a few months ago
- Reported wondering if the city has any recourse for landlords, refer them to councilor Zelazny

Public Works – Councilor McNaughton and Ruth Hovey

- Reported on the manhole at Kaiser/Colonial Circle. Bids were received to repair manhole including expanding the pavement. Jetting will be complete once this is repaired.
- Reported sewer line near Jevne Park has flushable wipes and a lot of oil which will require the city to hire out to have this jet cleaned
- City engineer is creating a schedule for sewer jetting
- Reported on the cabin potable water, this will be a private water system, owned and operated by the private owner built to City of Plymouth standards
- Reported on proposed new storage closet for election materials, several quotes received
- Councilor McNaughton was approached by a resident interested in being hired for city snow removal
- City currently has two contracts for city plowing, one contract (a non-profit) for our two sidewalks and trail and one contract for the city roads. Does council want city to hire Brad to prepare a RFP for snow removal and to what specifics? Better service will most likely require more money.
- Discussion continued on the snow removal topic. Council has differing views on how to proceed on this topic
- Council agreed to put together a list of what is hopeful for future snow events and council will invite the resident to come to next council meeting to present their proposal for snow removal services
- Then council may choose to put together a formal RFP for a full snow removal bid
- Mayor Heim will reach out to this individual for next council meeting

Motion to approve Resolutions 26-04 a resolution approval of expenditures for repair of manhole number 24 (Kaiser/Colonial) forwarded by Councilmember McNaughton and seconded by Councilmember Hovey. Councilmembers Heim, McNaughton, Hovey in favor. Councilor Zelazny against. Motion carried. Absent - Tomczik

Motion to approve Resolutions 26-05 a resolution approving grant agreement between the metropolitan council and the city of Medicine Lake for the 2024 sanitary sewer rehabilitation project forwarded by Councilmember McNaughton and seconded by Councilmember Hovey. Councilmembers Heim, McNaughton, Zelazny, Hovey in favor. Motion carried. Absent - Tomczik

Motion to approve Resolutions 26-06 a resolution approving expenditure for construction of storage closet forwarded by Councilmember McNaughton and seconded by Councilmember Hovey. Councilmembers Heim, McNaughton, Zelazny, Hovey in favor. Motion carried. Absent - Tomczik

Treasurer's Report – Gary Englert

- Receipts in reporting period: $170,331
- Receipts year to date: $181,411
- Disbursements in reporting period: $27,249
- Disbursements year to date: $177,450

Reported Capital Project Fund for the Road Project has been closed. Remaining small VEIT retainage will be paid from General Fund.
Reported 2025 City Annual Financial Report completed and submitted.
EPA Grant Final Closeout Reported and submitted.
State Grant final reimbursement received. Grant has been fully paid out and closed.
State Aid fire Firefighter Relief Assoc received and passed along to MLFFRA.

Motion to approve the summary spending, receipts and cash balances through March 31, 2026 forwarded by Councilmember Hovey and seconded by Councilmember McNaughton. Yea -Heim, Hovey, McNaughton, Zelazny. Motion passed. Absent - Tomczik

Officer Reports:

Councilmember Hovey
- Reported speed data was included in the Laker
- Reported on the .gov website; we are not required however city plans to switch with the new city election terms

Councilmember Tomczik
- Absent

Councilmember Zelazny
- Reported on rental items and voting training

Councilmember McNaughton
- Reported his items were covered in the public works section

Mayor Heim
- Reported on support for Sheriff's Department, reported this during the Sheriff's report

New Business:
- none

Motion to adjourn at 7:30 pm by councilmember McNaughton seconded by councilmember Zelazny. Yea – Heim, Hovey, McNaughton, Zelazny. Motion passed. Absent - Tomczik

Respectfully submitted,
Therese Polum

Therese Polum
City Clerk

Approved on: May 4, 2026