

**CITY OF HERMANTOWN**

**City Council Meeting**

Tuesday, February 18, 2025

6:30 PM Central

**MEETING CONDUCTED IN PERSON & VIA ZOOM**

Mayor Wayne Boucher: Present

Councilor John Geissler: Present

Councilor Andy Hjelle: Present

Councilor Brian LeBlanc: Present

Councilor Joseph Peterson: Absent

**CITY STAFF:** John Mulder, City Administrator; Alissa McClure, City Clerk; Eric Johnson; Community Development Director; Joe Wicklund, Assistant City Administrator; Brandon Holmes, Building Official; Trish Crego, Utility & Infrastructure Director

**VISITORS: 4**

1. **CALL TO ORDER**
2. **PLEDGE OF ALLEGIANCE**
3. **ROLL CALL**
4. **ANNOUNCEMENTS**
5. **PUBLIC HEARING**

Shannon Proulx of 4905 Wild Rose Trail appeared before the Council to ask them to consider amending zoning regulations to allow ADUs (Accessory Dwelling Units).

6. **COMMUNICATIONS**

A. Correspondence 25-18 through 25-22 placed on file

7. **PRESENTATIONS**

A. **Police & Fire - A Year In Review**  
Jim Crace, Director of Public Safety  
(Pre-Agenda Only)

**B. Planning & Zoning - Annual Review**  
Eric Johnson, Community Development Director  
*(Pre-Agenda Only)*

**C. City Council Priority Discussion**  
John Mulder, City Administrator  
*(Pre-Agenda Only)*

8. **PUBLIC DISCUSSION**

9. **MOTIONS**

10. **CONSENT AGENDA**

A. **Minutes** - Approval or correction of February 3, 2025 City Council Continuation Minutes

B. **Accounts Payable** - Approve general city warrants from February 01, 2025 through February 15, 2025 in the amount of \$432,729.30

Motion to approve the Consent Agenda. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

11. **ORDINANCES**

A. **2025-04 An Ordinance Amending Chapter 2, Definitions**

*(second reading)*

*(motion, roll call)*

Motion to approve 2025-04 An Ordinance Amending Chapter 2, Definitions. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea  
Councilor John Geissler: Yea  
Councilor Joseph Peterson: Absent  
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

**B. 2025-05 An Ordinance Amending Chapter 5, Land Use Regulations**

*(second reading)*  
*(motion, roll call)*

Motion to approve 2025-05 An Ordinance Amending Chapter 5, Land Use Regulations. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor John Geissler: Yea  
Councilor Joseph Peterson: Absent  
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

**C. 2025-06 An Ordinance Amending Chapter 11, Planned Unit Development**

*(second reading)*  
*(motion, roll call)*

Motion to approve 2025-06 An Ordinance Amending Chapter 11, Planned Unit Development. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor John Geissler: Yea  
Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

D. **2025-07 An Ordinance Of The City Of Hermantown, Minnesota, Amending The Zoning Code, Adding Chapter 23, Environmental Review**

*(second reading)*

*(motion, roll call)*

Motion to approve 2025-07 An Ordinance Of The City Of Hermantown, Minnesota, Amending The Zoning Code, Adding Chapter 23, Environmental Review. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

E. **2025-08 An Ordinance Amending Hermantown Code Of Ordinances Section 270 - Fee Schedule**

*(second reading)*

*(motion, roll call)*

Motion to approve 2025-08 An Ordinance Amending Hermantown Code Of Ordinances Section 270 - Fee Schedule. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

F. **2025-09 An Ordinance Amending And Restating Chapter 15, Floodplain Management Regulations, Of The Hermantown Zoning Code**

*(first reading)*

12. **RESOLUTIONS**

A. **2025-28 Resolution Awarding Contract For A Purchase of Two Police Vehicles In The Amount Of \$105,476.56 Plus Applicable Taxes And Fees**

*(motion, roll call)*

Motion to approve 2025-28 Resolution Awarding Contract For A Purchase of Two Police Vehicles In The Amount Of \$105,476.56 Plus Applicable Taxes And Fees. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor John Geissler: Yea  
Councilor Joseph Peterson: Absent  
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

B. **2025-29 Resolution Authorizing And Directing The Mayor And City Clerk To Execute And Deliver A Joint Powers Agreement Between The Bureau Of Criminal Apprehension (BCA) And City Of Hermantown**

*(motion, roll call)*

Motion to approve 2025-29 Resolution Authorizing And Directing The Mayor And City Clerk To Execute And Deliver A Joint Powers Agreement Between The Bureau Of Criminal Apprehension (BCA) And City Of Hermantown. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

C. **2025-30 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 2, Definitions**

*(motion, roll call)*

Motion to approve 2025-30 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 2, Definitions. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

D. **2025-31 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 5, Land Use Regulations**

*(motion, roll call)*

Motion to approve 2025-31 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 5, Land Use Regulations. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

E. **2025-32 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 11, Planned Unit Developments**

*(motion, roll call)*

Motion to approve 2025-32 Resolution Authorizing A Summary Of An Ordinance Amending Hermantown Zoning Code Of Ordinances By Amending Chapter 11, Planned Unit Developments. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

F. **2025-33 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement for Fireworks from Flashing Thunder Fireworks**

*(motion, roll call)*

Motion to approve 2025-33 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement for Fireworks from Flashing Thunder Fireworks. This motion, made by Councilor Andy Hjelle and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

G. **2025-34 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement For Bat And Helmet Racks, And Equipment Bag Hooks For Dugouts From BaseballRacks.Com**

*(motion, roll call)*

Motion to approve 2025-34 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement For Bat And Helmet Racks, And Equipment Bag Hooks For Dugouts From BaseballRacks.Com. This motion, made by Councilor John Geissler and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

H. **2025-35 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement For Signage In Fichtner Park**

*(motion, roll call)*

Motion to approve 2025-35 Resolution Authorizing And Directing Mayor And City Clerk To Execute And Deliver Purchase Agreement For Signage In Fichtner Park. This motion, made by Councilor Andy Hjelle and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

I. **2025-36 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Joan M. Rowe And Johnnie L. Rowe For The Hermantown Trail Project**

*(motion, roll call)*

Motion to approve 2025-36 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Joan M. Rowe And Johnnie L. Rowe For The Hermantown Trail Project. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor John Geissler: Yea  
Councilor Joseph Peterson: Absent  
Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

J. **2025-37 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Robert A. Carlson For The Hermantown Trail Project**

*(motion, roll call)*

Motion to approve 2025-37 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Robert A. Carlson For The Hermantown Trail Project. This motion, made by Councilor Brian LeBlanc and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea  
Councilor Brian LeBlanc: Yea  
Councilor John Geissler: Yea  
Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

**K. 2025-38 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Christine L. Fairbanks And Steven D. Fairbanks For The Hermantown Trail Project**

*(motion, roll call)*

Motion to approve 2025-38 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Christine L. Fairbanks And Steven D. Fairbanks For The Hermantown Trail Project. This motion, made by Councilor John Geissler and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

**L. 2025-39 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Harland G. Neumann For The Hermantown Trail Project**

*(motion, roll call)*

Motion to approve 2025-39 Resolution Authorizing And Directing Mayor And City Clerk To Execute An Acceptance Of Easement Agreement To The City Of Hermantown From Harland G. Neumann For The Hermantown Trail Project. This motion, made by Councilor Andy Hjelle and seconded by Councilor John Geissler, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

**M. 2025-40 Resolution Approving A Scope Of Work And Ordering Advertisement For Bids For The Roof And Roof Insulation On The City Of Hermantown Public Works Facility**

*(motion, roll call)*

Motion to approve 2025-40 Resolution Approving A Scope Of Work And Ordering Advertisement For Bids For The Roof And Roof Insulation On The City Of Hermantown Public Works Facility. This motion, made by Councilor John Geissler and seconded by Councilor Brian LeBlanc, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

**N. 2025-41 Resolution Authorizing And Directing The Building Official To Advertise Requests For Proposals To Provide Professional Design Services For The City Hall HVAC Repairs And Upgrades**

*(motion, roll call)*

Motion to approve 2025-41 Resolution Authorizing And Directing The Building Official To Advertise Requests For Proposals To Provide Professional Design Services For The City Hall HVAC Repairs And Upgrades. This motion, made by Councilor John Geissler and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

13. **CLOSED SESSION**

14. **RECESS**

Motion to recess at 7:05 p.m. This motion, made by Councilor Brian LeBlanc and seconded by Councilor Andy Hjelle, Carried.

Councilor Andy Hjelle: Yea

Councilor Brian LeBlanc: Yea

Councilor John Geissler: Yea

Councilor Joseph Peterson: Absent

Mayor Wayne Boucher: Yea

Yea: 4, Nay: 0, Absent: 1

ATTEST:

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Mayor

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City Clerk