



CITY COUNCIL MEETING MINUTES

Richfield, Minnesota

Regular Council Meeting

October 14, 2025

ITEM #1	CALL TO ORDER
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The meeting was called to order by Mayor Supple at 7:00 p.m. in the Council Chambers.

Council Present: Mary Supple, Mayor; Sharon Christensen; Walter Burk; Sean Hayford Oleary; and Rori A. Coleman-Woods.

Staff Present: Katie Rodriguez, City Manager; Mary Tietjen, City Attorney; Melissa Pohlman, Community Development Director, Kristin Asher, Public Works Director; Mary Bogie, Finance Director; and Michelle Friedrich, City Clerk.

Others Present: Caroline Stutsman, Manager at Bergan KDV

ITEM #2	PLEDGE OF ALLEGIANCE
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Mayor Supple led the Pledge of Allegiance.

ITEM #3	APPROVAL OF AGENDA
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MOTION: made by Council Member Burk, seconded by Council Member Christensen to approve Agenda as presented.

Motion carried: 5-0

ITEM #4	APPROVAL OF MINUTES
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MOTION: made by Council Member Burk, seconded by Council Member Hayford Oleary to approve the minutes of the: (1) City Council Work Session from September 23, 2025, and (2) City Council Regular Meeting from September 23, 2025.

Motion carried: 5-0

ITEM #5	OPEN FORUM
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Mayor Supple reviewed the participation options for residents at the Council meeting including in-person comments, comments by voicemail or email, and an option to request to participate virtually with advance notice. Mayor Supple noted more information on submitting comments can be reviewed at www.richfieldmn.gov/citycouncil.

Latoya Peterson, a Richfield Resident, discussed a situation she witnessed regarding an incident with a juvenile and several officers that responded to the situation. She asked what the protocol is for arresting and handling situations that involve juveniles.

ITEM #6	PROCLAMATIONS AND PRESENTATIONS
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a. Proclamation celebrating Indigenous Peoples' Day

Mayor Supple invited Human Rights Commissioner Madeline Vukson to accept the proclamation and read aloud the proclamation.

Commissioner Vukson thanked the Council for having her and allowing her to accept this proclamation on behalf of the Human Rights Commission. She stated that it is important for the community to continue to learn about indigenous cultures.

b. Community Services Commission Annual Report

Mayor Supple invited Tessa Johanson to present the report.

Tessa Johanson provided an overview of the projects that the Commission has completed or assisted in this year. She also shared about the programs that the Commission assisted this past year.

c. Sustainability Commission Annual Report

Mayor Supple invited Amanda Kueper to present the report.

Amanda Kueper thanked the Commissioner and the liaisons to the Commission. She provided a summary of the work that the Commission has done in the past year. She updated on the projects that the Commission has assisted with. She provided a summary of the events that have been held by the Commission.

d. Receipt of the City of Richfield Annual Comprehensive Financial Report (ACFR) for the fiscal year ended December 31, 2024.

Mayor Supple turned the item over to Director Bogie.

Director Bogie introduced the presenter and turned the item over to Caroline Stutsman.

Ms. Stutsman reviewed her role in the audit report. She reviewed the audit report. She reviewed the General fund revenue, expenditures, and fund balance. She updated on the levy and tax capacity. She reviewed the City enterprise funds.

Mayor Supple thanked the Audit team and the Finance Department for the work on the report.

MOTION: made by Mayor Supple, seconded by Council Member Christensen to accept the annual comprehensive financial report for the year ended December 31, 2024.

Motion Carried: 5-0

ITEM #7	CONSENT CALENDAR
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City Manager Rodriguez presented the consent calendar.

a. Approve Disbursements/Claims

U.S. BANK	10-10-2025
A/P Checks: (9-8-2025 thru 10-10-2025)	\$3,596,677.58
Wire Transfers: (9-9-2025 thru 9-23-2025)	\$1,999,508.08
Payroll (09-26-2025)	\$1,084,637.01
Payroll (10-10-2025)	\$1,069,909.71
TOTAL	\$7,750,753.38

- b. Consider approval for a Temporary On-Sale Intoxicating Liquor license for the Blessed Trinity Catholic School, located at St. Richard's Catholic Church, 7540 Penn Avenue South, for their Annual Gala taking place December 6, 2025.
- c. First reading of a transitory ordinance providing funding for certain capital improvements from the Liquor Contribution Special Revenue Fund.
- d. Consider adoption of a resolution of support designating that the photograph "Winter Interest" by Samantha Chin be used to wrap the Hennepin County utility box located at Penn Avenue & 66th Street.

RESOLUTION NO. 12350

RESOLUTION OF SUPPORT FOR THE PROPOSED DECORATIVE UTILITY BOX WRAP ON HENNEPIN COUNTY UTILITY BOX LOCATED AT PENN AVE/66TH STREET

- e. Consider approval of an agreement with John A. Dalsin & Son, Inc, in the amount of \$607,984, for the replacement of the roof on rink two of the Richfield Ice Arena.
- f. Consider first reading of an ordinance imposing a tax on lodging and repealing and replacing in its entirety Chapter 14 of the Richfield Code of Ordinances.

BILL NO. 2025-17

AN ORDINANCE IMPOSING A TAX ON LODGING AND REPEALING AND REPLACING IN ITS ENTIRETY CHAPTER XIV OF THE RICHFIELD CODE OF ORDINANCES

- g. Adopt Resolution authorizing acceptance of Office of Traffic Safety (OTS) Funds. The agreement extension was previously approved at the September 9 meeting, but the resolution was omitted from the staff report.

RESOLUTION NO. 12351

RESOLUTION AUTHORIZING THE DEPARTMENT OF PUBLIC SAFETY/POLICE TO ACCEPT GRANT MONIES FROM THE OFFICE OF TRAFFIC SAFETY IN THE AMOUNT OF \$138,374.93 OR A LESSER AMOUNT, AS AWARDED BY THE DEPARTMENT OF PUBLIC SAFETY, TO FUND A POLICE OFFICER DEDICATED TO DWI ENFORCEMENT

- h. Consider approval to renew the contract with Chief's Towing, Inc., for Public Safety towing services for December 1, 2025 through November 30, 2027.
- i. Consider the Joint Powers Agreement to enable Richfield to provide an alternative response for selective 911 calls in a manner that most effectively and efficiently supports and protects the physical, mental and behavioral health of individuals in the Cities of Richfield and Edina.
- j. Site Plan Approval for 7424 Lyndale Ave S – Conversion to Retail

**RESOLUTION NO. 12352
RESOLUTION APPROVING A SITE PLAN FOR 7424 LYNDALE AVENUE SOUTH**

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk to approve the consent calendar.

Council welcomed the business owners present regarding Consent Calendar Item J, and thanked the City of Edina for their work on the joint powers agreement.

Motion carried: 5-0

ITEM #8	CONSIDERATION OF ITEMS, IF ANY, REMOVED FROM CONSENT CALENDAR
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None.

ITEM #9	PUBLIC HEARINGS
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Council Member Hayford Oleary reviewed the rules of the public hearing and opened the public hearing for Public Hearing items a-e.

Jeraldine Cook, a Richfield Resident, stated that the new installation of the water meter has caused her water bill to go up \$1100 in one month. She stated that she has worked with the Utility Commission, but the money is still due in full on November 14th.

Gloria Arneberg, a Richfield property owner, stated that she is the owner of several rental properties in Richfield. She noted that she had a tenant move out of one of her properties due to illegal activity. Since this she has received notice that the tenant was paying for waste disposal with insufficient funds. She stated that she never received this notice to the owner's property and was only sent to the rental property.

Linda Muinch, a Richfield Resident, stated that she has received incorrect waste management bills at her address. She stated that she has come forward to the City in the past to resolve this issue, but waste management has not made any changes to the incorrect information.

Les Rosecke, Richfield Resident, stated that he has applied with social service agencies to help with his utility payments. He stated that he has a large balance due on his waste management and would like any information on how to handle it.

Alexa Rosilus, on behalf of Marco Luz, stated that they have received the sanitary sewer assessment and would like to know what the assessment covers. She also asked why the previous agreement of paying each year wasn't respected. She also asked what payment plans or deferrals are available.

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Christensen to close the public hearing.

Motion carried: 5-0

- a. Public hearing and consider a resolution adopting the proposed certification of delinquent solid waste charges to property taxes within the residential organized collection system from July 1, 2024 to June 30, 2025.

Council Member Hayford Oleary presented the Staff Report.

Council asked for clarity on when these payments are due.

Attorney Tietjen stated that there is no interest if paid by November 14th, and after that it will be added to next years property tax.

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk to adopt a resolution adopting an assessment for the unpaid garbage collection service from July 1, 2024 to June 31, 2025.

**RESOLUTION NO. 12353
RESOLUTION ADOPTING ASSESSMENT FOR UNPAID GARBAGE COLLECTION
SERVICE FROM JULY 1, 2024 TO JUNE 31, 2025**

Motion carried: 5-0

- b. Public hearing and consider a resolution adopting the assessment on the ILN/77th Street Project Area for \$130,596.78 for costs incurred to maintain the area for 2024 and a resolution ordering the undertaking of the current service project within the ILN/77th Street Project Area for 2026.

Council Member Burk presented Staff Report.

MOTION: made by Council Member Burk, seconded by Council Member Christensen to approve a resolution adopting assessment on Interstate-Lyndale-Nicollet (ILN) project area maintenance for the period January 1, 2024 to December 31, 2024 and approve a resolution adopting the assessment on the ILN/77th Street Project Area for \$130,596.78 for costs incurred to maintain the area for 2024 and a resolution ordering the undertaking of the current service project within the ILN/77th Street Project Area for 2026.

**RESOLUTION NO. 12354
RESOLUTION ADOPTING ASSESSMENT ON INTERSTATE-LYNDALÉ-NICOLLET (ILN)
PROJECT AREA MAINTENANCE FOR THE PERIOD JANUARY 1, 2024 TO DECEMBER 31,
2024**

RESOLUTION NO. 12355

RESOLUTION ORDERING THE UNDERTAKING OF CURRENT SERVICE PROJECT WITHIN THE INTERSTATE-LYNDALE-NICOLLET (ILN) PROJECT AREA FOR THE PERIOD JANUARY 1, 2026 TO DECEMBER 31, 2026

Motion carried: 5-0

- c. Public hearing and consider a resolution adopting special assessments for removal of diseased trees from private property for work ordered from January 1, 2024, through December 31, 2024.

MOTION: made by Council Member Coleman-Woods, seconded by Council Member Burk to approve a resolution adopting assessment for the removal of diseased trees from private property for work ordered from January 1, 2024 through December 31, 2024.

**RESOLUTION NO. 12356
RESOLUTION ADOPTING ASSESSMENT FOR THE REMOVAL OF DISEASED TREES FROM PRIVATE PROPERTY FOR WORK ORDERED FROM JANUARY 1, 2024 THROUGH DECEMBER 31, 2024**

Motion carried: 5-0

- d. Public hearing and consider a resolution adopting special assessments for sanitary sewer line repair or replacement on private property for work ordered from January 1, 2024, through August 1, 2025.

Council Member Christensen presented Staff Report.

Council Member Hayford Oleary clarified that this program is only if the property owner signs up for this. He stated that the comment made does not seem to line up with the program.

MOTION: made by Council Member Christensen, seconded by Council Member Hayford Oleary to approve a resolution adopting special assessments for sanitary sewer line repair or replacement on private property for work ordered from January 1, 2024, through August 1, 2025.

**RESOLUTION NO. 12357
RESOLUTION ADOPTING ASSESSMENT FOR THE REPAIR OR REPLACEMENT OF SANITARY SEWER LINES ON PRIVATE PROPERTY FOR WORK ORDERED FROM JANUARY 1, 2024 THROUGH AUGUST 1, 2025**

Motion carried: 5-0

- e. Public hearing and consider a resolution adopting the proposed assessments of delinquent utility accounts, false alarm charges, public health or safety hazards charges, weed eradication charges, and vacant property registration fees to be certified to property taxes

Council Member Hayford Oleary presented Staff Report.

MOTION: made by Council Member Hayford Oleary, seconded by Council Member Burk to approve a resolution adopting the proposed assessments of delinquent utility accounts, false alarm charges, public health or safety hazards charges, weed eradication charges, and vacant property registration fees to be certified to property taxes.

RESOLUTION NO. 12358

RESOLUTION AUTHORIZING CERTIFICATION OF UNPAID WATER, SANITARY SEWER, STORM WATER, AND STREET LIGHT CHARGES, FALSE ALARM CHARGES, WEED ERADICATION CHARGES, PUBLIC HEALTH OR SAFETY HAZARD CHARGES, AND VACANT PROPERTY REGISTRATION FEES TO THE COUNTY AUDITOR TO BE COLLECTED WITH OTHER TAXES ON SAID PROPERTIES

Motion carried: 5-0

ITEM #10	PROPOSED ORDINANCES
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None.

ITEM #11	RESOLUTIONS
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None.

ITEM #12	OTHER BUSINESS
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- a. Consider appointment of youth commissioners to City advisory board/commissions.

Council Member Council Member Coleman-Woods presented Staff Report.

MOTION: made by Council Member Coleman-Woods, seconded by Council Member Hayford Oleary to approve the appointment of Jaily Portales to the Advisory Board of Health and Karmen Melnichuk to the Arts Commission as youth commissioners.

Motion carried: 5-0

- b. Consider approval of an agreement between the City of Richfield and the Science Museum of Minnesota in the amount of \$354,658, for professional services in the fabrication and installation of interpretive exhibits for the new Wood Lake Nature Center Building, as well as an agreement with Blue Rhino in the amount of \$354,500 for the same services and with the same terms and conditions. The project was jointly bid for a total of \$709,158.

Council Member Burk presented Staff Report.

Council shared their excitement for this project.

MOTION: made by Council Member Burk, seconded by Council Member Hayford Oleary to approve an agreement between the City of Richfield and the Science Museum of Minnesota in the amount of \$354,658, for professional services in the fabrication and installation of interpretive exhibits for the new Wood Lake Nature Center Building, as well as an agreement with Blue Rhino in the amount of \$354,500 for the same services and with the same terms and conditions. The project was jointly bid for a total of \$709,158.

Motion carried: 5-0

ITEM #13	CITY MANAGER’S REPORT
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City Manager Rodriguez shared information regarding the comments made by Kathleen Balaban at the last meeting. She shared information regarding Commission minutes and video recordings. She also provided information from Mr. Lowry regarding loud traffic near his home. She stated that they have been in contact with them and continue to monitor the traffic in that area. She shared that they have been picked as a stop on the Senate Bonding Tour.

ITEM #14	COUNCIL DISCUSSION
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a. Hats off to Hometown Hits.

Mayor Supple shared the sad news of the recent passing of Rick Jobs.

Council Member Hayford Oleary stated that Mr. Jobs was the Chair of the Planning Commission when he first joined. He noted that he was a great leader and did so much for the City.

Council Member Burk noted he had nothing to report.

Council Member Coleman-Woods gave hats off to Morris Nielsen for hosting the trunk or treat.

Council Member Christensen noted nothing to share.

Mayor Supple stated that the application period is open on the City website for City Boards and Commissions.

ITEM #15	ADJOURNMENT
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MOTION: made by Council Member Coleman-Woods, seconded by Council Member Burk to adjourn the meeting at 8:23 p.m.

Motion carried: 5-0

Date Approved: October 28, 2025

Mary B. Supple

 Sean Hayford Oleary
 Mayor Pro Tempore

Michelle R. Friedrich

 Michelle Friedrich
 City Clerk

Katie Roary

 Katie Rodriguez
 City Manager