

**City of Dellwood**  
**Council Meeting Minutes**  
**June 10, 2025**

The regular meeting of the Council of the City of Dellwood was held on June 10, 2025, at the city offices located at 111 Wildwood Road, Willernie, MN. The meeting was held in person, and non-Council members were able to attend remotely via Zoom.

Mayor Mike McGill called the meeting to order at 5:31 PM.

**Council Members Present**

- Brady Ramsay (Deputy Mayor)
- Greg Boosalis (Councilmember)
- Karen Quaday (Councilmember)
- Melissa Peltier (Councilmember)

**Council Members Absent**

- None

**Staff Members Present (in person)**

- City Clerk: Joel Holstad
- City Treasurer: Brian Beich
- City Attorney: Richard Copeland
- Road Maintenance: Ken Johnson
- City Code Enforcement Officer: Jack Kramer

**Staff Members Attending Remotely (via Zoom)**

- City Planner: Nate Sparks

**Others Attending**

- John Carr (LLTA)

**Public Comment**

No persons were present for public comment.

On motion by Boosalis, seconded by Ramsay, the agenda for this meeting was unanimously approved.

**Minutes:** Karen Quaday noted a correction to the minutes of the May Council meeting. She has determined by GPS the location of the hydrant on the property at 136 Dellwood Ave. No other hydrants have been located as yet.

On motion by McGill, second by Ramsay, the minutes of the May, 2025 City Council meeting were approved unanimously with the foregoing correction.

**Item No. 1: Canvas Health, Inc.** This is an application for an Exempt Permit to conduct a raffle at Dellwood Country Club on July 21, 2025. Mr. Copeland stated that the application material is in good order and that the applicant is eligible for an Exempt Permit.

On motion by McGill, second by Ramsay, the Council voted unanimously to approve the Exempt Permit as requested, with no waiting period required.

**Item No. 2: We Care Application for an Exempt Permit.** Mr. Copeland stated that We Care is a non-profit charitable foundation and eligible for an Exempt Permit to hold a raffle at 7 Vines Vineyard on Sept 22, 2025.

On motion by McGill, second by Ramsay, the application was unanimously approved as requested with no waiting period required.

**Item No. 3: Northern Star Scouting Foundation.** This application involves a request to hold a raffle. Mr. Copeland has reviewed the material submitted by the applicant, and finds that it is a tax-exempt organization currently in good standing, and is entitled to an Exempt Permit as requested.

On motion by Quaday, second by Ramsay, the Council unanimously approved the application, with no waiting period.

**Item No. 4: Mahtomedi Area Educational Foundation.** This is a request for a Temporary Liquor License to allow on-sale or service of products at an event to be held on Oct 7, 2025 at Pine Tree Orchard. Mr. Copeland stated that this organization would qualify for an Exempt Permit upon submission to the City of proof of its tax exempt non-profit status, and information as to which organization will be providing the products to be served, and a Certificate of Insurance approved by Mr. Copeland. He will notify the applicant of the information required by the City.

On motion by McGill, second by Boosalis, the Council voted unanimously to approve the application upon receipt by Mr. Copeland of the required information and has approval thereof.

**Item No. 5: Rotary Club of White Bear Lake.**

This is a request for a temporary liquor license to serve liquor products at an event to be held on Sept. 6th, 2025 at Pine Tree Orchard. Mr. Copeland stated that the Council had previously considered this application at its May meeting and had approved it subject to receipt of a current Certificate of Insurance showing liquor liability coverage which include the City of Dellwood as an additional insured. Mr. Copeland stated that he has been told that the applicant's liability policy is being renewed to cover the event on Sept. 6th. He will then review it and will notify Joel Holstad of his findings.

McGill moved to approve the application subject to Mr. Copeland's approval. Peltier seconded and the Council voted to approve the motion. Ramsay abstained from voting.

**Item No. 6: Amended Liquor Ordinance.**

Quaday questioned as to why the Ordinances does not match up with the state laws on liquor licensure. Mr. Copeland states that the ordinance adopts the state statute by reference and then adds some additional requirements. He will review the amended ordinance vis-à-vis the statute and report further at the July council meeting.

The proposed amendment to the ordinance was intended to remove obsolete language regarding the City's role in requiring servers to have completed training specified by the City.

**Item No. 7: 40 Apple Orchard Rd.**

Jack Kramer reported that the builder is now in compliance. The current fence ordinance allows "walls" as being fences; the berm has been removed off-site. We are not sure whether all requirements of Rice Creek Watershed District have been satisfied as of yet.

Jack states that there has been a new survey, which should be filed with the City.

**Item No. 8: Hwy 244 / Trail Update.**

Boosalis reported on current activities, including an extension of the time-deadline to December 31, 2028.

Also, state funding can be used in phases for design work and purchase of property; the new legislation was passed on June 11, 2025.

**Item No. 9: Upgrades to City Website.**

Mike McGill reported that Ben Roby had suggested purchasing software to upgrade the City's website. He wants to test certain software products, and if found to be unsuitable for the city's purposes, they could be returned at no cost to the city. The estimated cost is \$2000. Brian Biech confirmed that the City has sufficient reserves to cover such expense.

McGill moved to appropriate the funds not exceed \$2000 to allow use of the city's credit card to acquire software upgrades for testing, and ultimate use if found to be appropriate for the city's website. Boosalis seconded the motion and the Council unanimously approved it.

**Claims & Receipts list for May, 2025.**

On motion by Ramsay, seconded by Peltier, the claims & receipts for May were unanimously approved.

McGill moved to approve; Boosalis seconded, and the motion was unanimously passed.

**Reports of Commissioners**

- Mr. Copeland reported that he has heard nothing from Mahtomedi regarding the proposed Joint Powers Agreement involving the water service to several Dellwood residents.
- McGill reported that the request by Mr. & Mrs. Fisher for a pool cover is being heard by the Planning Commission at a public hearing to be held later this month.
- Peltier submitted copies of informational material regarding turnback of Hwy 244 from MnDOT to the City.
- Joel reported that culvert work on LaCosta north of the tracks has been completed.
- Trees were discussed. Mr. Copeland stated that the City has the authority under our current ordinance to deal with "nuisance" trees on private land. There are several categories of nuisance trees defined in the ordinance. If the City tree inspector finds that a tree falls within any one or more of those categories, the City can notify the owner to remedy the problem, including removal. If the owner fails to do so within the prescribed time, the City can abate the nuisance and charge the property owner, and assess the costs through the property taxes if necessary.
- Next steps on trees: Joel will get the addresses of properties where a nuisance tree exists and Mr. Copeland will send notices if needed.
- Permits: McGill reported 9 permits: 7 remodel, 1 demo, 1 miscellaneous.

There being no further business, and on motion by Ramsay, seconded by Boosalis, the meeting was adjourned at **6:16 P.M.**

**Attachments**

- Agenda
- Minutes
- Turn-back information from MnDOT or Met Council
- Applications for permits by Canvas Health, NorthStar, and Mahtomedi Education Foundation.
- MnDot 244 Turnback Material
- Claims + Receipts list for May, 2025
- Sheriff's Report
- Building Permits