

**City of Dellwood  
Council Meeting Minutes  
July 8, 2025**

The regular meeting of the Council of the City of Dellwood was held on July 8th, 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 McGill called the meeting to order at 5:30 PM.

**Attendance**

- **Council Members Present (in person):**
  - Brady Ramsay
  - Melissa Peltier
  - Karen Quaday
  - Greg Boosalis
- **Staff Present (in person):**
  - City Administrator Joel Holstad
  - City Planner Nate Sparks
  - City Treasurer Brian Beich
  - City Attorney Richard Copeland
- **Others Present (in person):**
  - Ken Johnson
  - John Carr (of LLTA)
  - Mark Wisniewski
- **Remote Attendees:**
  - Phoebe Leonard
  - Julie Whitaker

There were no persons present for public comment.

**Agenda:**

On motion by Boosalis, seconded by Peltier, the agenda for this meeting was approved (see attached).

**Approval of Prior Minutes:**

On motion by Quaday, seconded by Ramsay, the minutes of the June 2025 Council meeting were unanimously approved.

**Item No. 1: Pool Covers.** Nate Sparks discussed his planning memorandum and the results of the Public Hearing held by the Planning Commission regarding the use of automatic pool covers in lieu of surrounding fencing. The current ordinance requires safety fences but does not allow pool covers.

Mr. Sparks has drafted an ordinance in accordance with the Planning Commission's recommendations. As proposed, it would permit automatically operated pool covers as an alternative to a fence. The covers must comply with internationally recognized safety and design standards (ATSM F-1346-23).

Mr. Sparks added a section providing for administrative penalties for violations of the ordinance.

A 30-foot set-back from side property lines is required, as well as all other structure set-backs specified in the zoning ordinance.

Mayor McGill moved to enact the ordinance as presented by Mr. Sparks—including the 30-foot side set-back and all other zoning set-backs. Boosalis seconded the motion, which was unanimously approved.

Mr. Sparks presented a proposed official summary of the pool-covers ordinance for publication.

On motion by Mayor McGill, seconded by Ramsay, the Council **unanimously approved** publication of the summary as presented.

**Item No. 2: Amended Liquor License Ordinance.** At the request of Mr. Copeland, and on motion by Mayor McGill, seconded by Peltier, this item was **tabled to the August Council meeting**.

**Item No. 3: County Attorney Presentation.** This matter was **removed from the agenda** due to Kevin Magnuson's inability to attend.

**Item No. 4: Board of Appeals and Equalization.** Mr. Copeland reported on his ongoing discussions with the Washington County Assessor and the State Department of Revenue. Their latest offer was to reduce the two-year withdrawal period to one year. Mr. Copeland deemed that offer unacceptable, noting the City has done nothing to warrant stripping it of Board of Appeals and Equalization powers. He requested that the matter be considered at the August meeting.

On motion by Boosalis, seconded by Quaday, the Council **unanimously tabled** the matter until August for further discussion.

**Item No. 5: Highway 244 Turnback.** Councilors Melissa Peltier and Greg Boosalis gave an update on discussions with the City's engineering consultants (Bolton & Menk, represented by Cara Geheren).

A follow-up meeting is scheduled for tomorrow to go over cost estimates for trail design work.

- Legislative Update:
  - The state's trail-appropriation bill was further amended to allow the City to build the trail in segments without committing to complete the entire route.
  - Grant funds may now be used for both design work and acquisition of private property for trail purposes.
  - The city is hesitant to employ eminent domain to obtain privately owned land.
  - The bill further allows trail location to include all publicly owned land in addition to the ROW of Hwy 244, basically any land other than private land for which the owner has not volunteered to donate or to sell to the city.

Mr. Boosalis will draft a formal motion for the August Council meeting.

It's anticipated the design work will be procured via a Request for Proposals sent to local firms, with a cost not to exceed \$25,000.

Mr. Holstad presented a copy of the statute governing the cost limits and procedures to be followed by the City when contracting for outside services.

**Claims and Receipts.** On motion by Ramsay, seconded by Boosalis, the Claims and Receipts list for June 2025 was unanimously approved as submitted.

**Reports of Commissioners.** Julie Whitaker and Phoebe Leonard proposed that residents be given advance access to any proposed resolutions or actions related to the Highway 244 trail—such as posting draft documents on the City website—to allow time for public comment.

Whitaker and Leonard further suggested sending a mailed letter to all residents summarizing current trail issues and next steps.

Mayor McGill reported issuance of seven new building permits—five for remodeling and two for repairs and a deck.

**Adjournment.** On motion by Boosalis, seconded by Ramsay, the meeting was adjourned at 7:03 PM.