

DEEPHAVEN CITY COUNCIL WORKSHOP MINUTES
5:00 p.m., Monday, November 17th, 2025

- 1. CALL MEETING TO ORDER:** Mayor Kent Carlson, called the Workshop to order at approximately 5:00 p.m.

PRESENT: Mayor Kent Carlson and Councilmembers Emily Scherschligt, Tom Erdmann, Tony Jewett and John Studer.

STAFF: City Administrator / Special Counsel, Dan Madsen

WORKSHOP:

A. Marina Discussion Continued

Members of the Council and Staff discussed the Marina Fund Budget, operating policies and City Code Chapter 9 “City Watercraft Spaces.” The discussion included fees charged for slips, buoys, slides and other marina moorings; and a review of legacy moorings that have lifetime allocations, and whether those fees should be equal to, or higher than, the regular rotating moorings. The Council requested that Staff review the current Ordinance and Policy and provide information on enforcement options, proposed fees, and general clarifications for operations as a future workshop agenda item for discussion. No formal action was taken as this matter was set on for discussion purposes only.

B. 2026 Budget Review

Finance Clerk, Andrew Keller, led a discussion with the Council reviewing the current draft of the 2026 Deephaven Budget and enterprise funds. Members of the Staff and Council reviewed the projected revenues and expenses in all budgets and discussed how the year to date numbers supported estimates for 2026. No formal action was taken as this matter was set on for discussion purposes only.

Motion was then made by Studer, and seconded by Jewett, to adjourn the meeting at approximately 6:55 p.m. Motion carried, voting in favor were Carlson, Jewett, Studer, Scherschligt and Erdmann, and the workshop was adjourned.

Typed and submitted Wednesday, November 26th, 2025

Dan Madsen

City Administrator / Special Counsel

Deephaven, Minnesota

DEEPHAVEN CITY COUNCIL MEETING MINUTES

7:00 P.M. Monday November 17th, 2025

1. CALL THE MEETING TO ORDER: Mayor Carlson called the meeting to order at approximately 7:00 p.m.

PRESENT: Mayor Kent Carlson, Councilmembers Emily Scherschligt, Tony Jewett, John Studer and Tom Erdmann

STAFF PRESENT: City Administrator Dan Madsen, City Clerk Kimberly Lenarz-Greenwaldt and City Engineer Steve Hegland with Stantec,

GUEST: None

2. PLEDGE OF ALLEGIANCE:

The Council recited the Pledge of Allegiance

3. APPROVE THE CONSENT AGENDA:

Motion made by Jewett and seconded by Scherschligt, to move approve the Consent Agenda and to approve the following items:

- A. Approve November 3rd, 2025 Workshop and Regular City Council Meeting Minutes
- B. Approve Payment of Claims
- C. Approve 2026 Lateral Service Grant Application
- D. Approve Hire of Jeremy Pickus, Public Works Department
- E. Approve Village Hall Hockey Rink Change Order 1 and Pay Request
- F. Accept the resignation of Diane Schwalbe, and to post for Permit Clerk

Motion Carried, Voting in favor was Mayor Carlson and Councilmembers Scherschligt, Jewett, Studer and Erdmann.

4. MATTERS FROM THE FLOOR:

None

5. PLANNING & ZONING MATTERS:

None

6. UNFINISHED BUSINESS:

None

7. NEW BUSINESS:

Mayor Carlson opened the Public Hearing, Assessment of Delinquent Utility Bills at 710pm.

A. Public Hearing, Assessment of Delinquent Utility Bills.

Staff reported that the City annually certifies delinquent and unpaid utility bill balances to Hennepin County for collection with property taxes, as allowed under City Code Chapter 10 and Minnesota Statutes §§444.075 subd. 3e and 443.015. Property owners were notified of the assessment process by letter on September 17, 2025, and the required Public Hearing notice was published. Following these notices, many property owners paid or arranged payment and were removed from the list. Unfortunately there is still some unpaid and will be assessed to their property taxes.

Motion was made by Scherschligt and seconded by Studer to Close the Public Hearing with no one in attendance to dispute their utility charges. Voting in favor was Mayor Carlson and Councilmembers Scherschligt, Jewett, Studer and Erdmann. 5/0 Vote.

B. Approve Resolution Assessing Delinquent Utility Bills

Staff reported that, as required each year, the City certifies delinquent and unpaid utility bill balances to be collected with annual property taxes, as authorized by City Code Chapter 10 and Minnesota Statutes §§444.075 subd.3e and 443.015. Notices were mailed to affected property owners on September 17, 2025, and the Public Hearing notice was published in the City's official newspaper. Several property owners have since paid or made arrangements, and were removed from the list.

Motion was made by Jewett and seconded by Studer to approve Resolution 25-25 Authorizing Certification of Delinquent Utility Charges and Fees for Service to Property Tax Roll.

Motion Carried, Voting in favor was Mayor Carlson and Councilmembers Scherschligt, Studer, Jewett and Erdmann. 5/0 Vote.

C. Minnesota Paid Medical Leave

Staff presented an overview of the Minnesota Paid Leave Act, which begins January 1, 2026 and provides paid family and medical leave through a State-run program. Premiums total 0.88% of wages and may be split between employers and employees. Based on the City's projected 2026 payroll, the annual premium is estimated at \$21,272. A 50/50 cost split would be approximately \$10,636 each for the City and employees.

Motion was made by Erdmann and seconded by Scherschligt to approve participation in the State of Minnesota Paid Family and Medical Leave Program beginning January 1st, 2026, to adopt a 50/50 cost sharing arrangements between the city and employees for required premiums, to adopt

the City's Paid Family and Medical Leave Policy as presented and to approve Resolution #27-25.

Motion Carried, Voting in favor was Mayor Carlson and Councilmembers Scherschligt, Studer, Jewett and Erdmann. 5/0 Vote.

8 COUNCIL REPORTS:

- A. **Mayor Carlson:** Mayor Carlson and councilmember Studer met today with the committee earlier today, City Engineer Hegland was present and gave a brief summary on the Hockey rink stating the boards will be going up later this week and the lights will be the first week in December. They also discussed the open house for the 2026 street projects, the first open house went well and there will be two more coming up. Studer mentioned that they also looked at the culvert on Minnetonka Blvd that failed and that engineering is getting some quotes on that.
- B. **Scherschligt:** Nothing to report
- C. **Jewett:** Fire Board Meeting on Wednesday
- D. **Studer:** Nothing else to add.
- E. **Erdmann:** Busy Planning Commission meeting tomorrow evening. LLMC meeting on the 13th and everything with sell of the old building and moving into the new one is moving forward nicely. Jim Lundberg will be retiring at the end of the year after 25 years of service.

9. DEPARTMENT REPORTS:

- A. Police Department: Nothing
- B. Excelsior Fire Department: Nothing
- C. Public Works: New public works guy will start beginning of December. PW is getting trucks ready for winter.
- D. Administration: Working on the budget
- E. Engineering Update: Was given in Mayor Carlson's report.

10. ADJOURNMENT:

Motion made by Studer and seconded by Erdmann to adjourn the Regular City Council meeting at 7:30pm.

Motion Carried, Voting in favor was Mayor Carlson and Councilmembers Scherschligt, Studer, Jewett and Erdmann. 5/0 Vote.

Typed Respectfully on November 24th, 2025 by:
Kimberly Lenarz-Greenwaldt
Deephaven City Clerk