MINUTES OF A REGULAR MEETING OF
THE INDEPENDENCE CITY COUNCIL
TUESDAY, AUGUST 5, 2025 – 5:00 P.M.
City Hall Chambers

1. CALL TO ORDER

Pursuant to due call and notice thereof, a regular meeting of the Independence City Council was called to order by Mayor Spencer at 5:00 p.m.

2. PLEDGE OF ALLEGIANCE.

Mayor Spencer led the group in the Pledge of Allegiance.

3. ROLL CALL

PRESENT:	Spencer, McCoy, Betts, Fisher, Grotting
ABSENT:	None
STAFF:	City Administrator Kaltsas, Administrative Services Director Simon, Public Works Supervisor Ben Lehman
VISITORS:	Scott Kirchner

4. ****CONSENT AGENDA****

All items listed under Consent Agenda are considered to be routine by Council and will be acted on by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

a. Approval of City Council Minutes from the July 15, 2025, Regular City Council Meeting.
b. Approval of Accounts Payable; (Batch #1 - Checks No. 23817-23826, Batch #2 - Checks No. 23827-23836 and Batch #3 – Checks No. 23837-23852).
c. Approval of a Solicitor Application for Food Truck to be Located in the Parking Lot at Westpoint Church Located at 9090 Highway 12.
d. 2nd Quarter Building Permit Report – For Council Information Only.

Motion by Betts, seconded by Fisher to approve the Consent Agenda. Ayes: Spencer, McCoy, Betts, Grotting and Fisher. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 5-0

5. Set Agenda – Anyone Not on the Agenda can be Placed Under Open/Misc.

6. Reports of Boards and Committees by Council and Staff.

Fisher attended the following meetings:

- Groundbreaking ceremony of car condos
- Delano Sportsman Trap Shooting

- Workshop
- Personnel Committee Meeting

Betts attended the following meetings:

- Workshop

McCoy attended the following meetings:

- Public Safety Commission
- Ground Breaking Ceremony of Car Condos
- Loretto Fire Quarterly Meeting
- Workshop

Grotting attended the following meetings:

- Planning Commission

Spencer attended the following meetings:

- Planning Commission
- Meeting with Joe Baker (PSCWMC) & Scott Beaupre (Lake Sarah Assoc.)
- Pioneer Sarah Creek Watershed Commission Meeting
- Meeting with MP Councilmember DeLuca (Fire Dept. Update)
- WHPS Commission Meeting
- West Suburban Fire Dist. Quarterly Meeting
- McGarry's Fundraiser Photo Op
- Delano Trap Shooting – Multi City Event
- Eagle Scout Board or Review for Keegan Flansburg
- Workshop
- Personnel Committee Meeting
- Cody Thompson (WHPS) last day lunch
- Tour De Tonka Delano Rest Stop Volunteer
- Delano Honors the Blue

Kaltsas attended the following meetings:

- MP City Council Workshop on Fire Merger

Simon attended the following meetings:

- Planning
- Workshop
- Groundbreaking Ceremony of Garage Condos

7. Sean Keating (Applicant/Owner) requests that the City consider the following action for the Properties located at 1875 Highsted Dr., Independence, MN (PID No.s 20-118-24-42-0002 and 20-118-24-42-0001):

    a. **RESOLUTION No. 25-0805-01 –** Considering a minor subdivision to allow a lot line rearrangement to realign the existing property line that separates the two properties. The proposed lot line rearrangement would shift the boundary away from the existing house and to the east which would bring the existing house into conformance with applicable building setbacks.

Mayor Spencer introduced the item as a request from Sean Keating for the city to consider a minor subdivision and a lot line rearrangement at 1875 Highstead Drive. He asked Mark Kaltsas to introduce the item.

Kaltsas explained that this item was coming before the council after being considered at the planning commission. The applicant, Sean, approached the city about the possibility of subdividing this property. "We call it a subdivision, but it's really a minor subdivision to allow a lot line rearrangement," Kaltsas clarified. He noted that "the current lot lines go actually through a corner of the house. It's always been a unique and kind of different lot, although it is what we would consider lawful or legal nonconforming. Both lots are legal nonconforming in their current arrangement."

Kaltsas explained that a minor subdivision to do a lot line rearrangement "seems to make a lot of sense." The property is zoned agriculture and guided agriculture by the city's comprehensive plan. In the before condition, the large lot was 29.05 acres, and the small property was 10.42 acres. In the after condition, they would be really the same sizes, just being reconfigured. The larger parcel, tract B on the map, would be 29.46 acres, and the small lot would be 10 acres in its entirety.

He detailed that the applicant was proposing to "take and just turn the smaller lot to more of a north south axis so that the proposed track B and the existing house on the property can meet all applicable setbacks, plus have a frontage access on Highstead Drive." Kaltsas felt all of that made sense to bring tract B into conformance so that it would become a lawful conforming lot. The smaller tract A parcel "sets itself up well that if the applicant and owner ever does decide to sell that, that lot can act on its own and then also be a lot that could meet all applicable requirements."

Kaltsas reported that the planning commissioners discussed it, thought it was very clear, and "kind of a clean application." They liked that this would bring the properties into conformance and clean up a unique condition that "we're not sure how came to be." They recommended approval to the city council. There were no comments made at the public hearing.

Mayor Spencer asked if anyone had any questions for Mark, and if the applicant was present. Kaltsas replied no, explaining that the applicant "did actually write in, and he said he wasn't going to be here tonight. He asked if that was going to be an issue. I said yours looked pretty good. So probably not. And he said that everything looked like he had intended it to be."

Mayor Spencer commented, "It's just one of those things that just kind of makes sense. I don't know where it came from, to be honest. It was an interesting prior division." When he asked how long it had been that way, Kaltsas responded, "As far back as Kings owned it and built their house. So, I don't know what or how that got done, but that's what it was." There was some discussion about whether it followed section lines, with Kaltsas confirming it was part of a section line but noting the configuration was still unique.

After confirming there were no other questions:

Motion by McCoy, seconded by Grotting to approve Resolution 25-0805-01 for a minor

subd. to allow a lot line rearrangement. Ayes: Spencer, McCoy, Betts, Grotting and Fisher. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 5-0

8. Scott Kirchner (Applicant/Owner) requests that the City consider the following action for the Property located at 6551 County Road 6, Independence, MN (PID No. 34-118-24-12-0001):

    a. **RESOLUTION No. 25-0805-02 –** Considering a minor subdivision to allow a rural view lot subdivision. The proposed rural view lot would be 10 acres and located on the south side of County Road 6 along the east property line.

The council examined Scott Kirchner's request for a minor subdivision to create a 10-acre rural view lot on the south side of County Road 6 at 6551 County Rd. 6, Independence, MN. Mark Kaltsas offered a detailed presentation on the proposal, emphasizing the current zoning of the property as agriculture and its adherence to local ordinances. The existing 71.18-acre property would be subdivided, resulting in a 10-acre lot and a remainder of 61.18 acres.

Mark Kaltsas noted that the proposed 10-acre parcel would feature a substantial frontage of nearly 900 lineal feet, exceeding the minimum requirement for rural view lot subdivisions. He explained that the planning commission had previously discussed whether a second rural view lot could potentially be subdivided in the future, highlighting considerations about the nominal 40-acre basis for such subdivisions.

Council members discussed the strategic implications of the property division, recognizing the applicant's current intent to proceed with only one subdivision to facilitate the construction of a new home. The discussion acknowledged the applicant's potential interest in future subdivisions, although current plans do not include additional actions. The council ultimately appreciated the thoroughness of the proposal and its compliance with the city's guidelines.

The applicant, Scott Kirchner, expressed his intent to possibly consider further subdivision opportunities in the future, should the need arise. He affirmed that the current application was primarily driven by immediate plans for personal development. The council responded positively, encouraging open dialogue about strategic planning for further development opportunities.

Motion by Grotting, seconded by Betts to approve Resolution 25-0805-02 for a 10-acre rural view lot subdivision. Ayes: Spencer, McCoy, Betts, Grotting and Fisher. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 5-0

9. Consider the Revocation of a Conditional Use Permit as Requested by the Property Owner for the Property Located at 7104 Pioneer Creek Drive.

a. **RESOLUTION No. 25-0805-03** – Considering revocation of the Conditional Use Permit which granted approval of an Accessory Dwelling Unit (ADU) on the Property Located at 7104 Pioneer Creek Drive.

The council approved the request to revoke a previously granted Conditional Use Permit (CUP) for an Accessory Dwelling Unit (ADU) at 7104 Pioneer Creek Drive, following a change of plans for the property. The decision followed the landowner's request to repeal the CUP since the new plans did not include the ADU.

Motion by Spencer, seconded by Fisher to approve Resolution 25-0805-03 to revoke the CUP for an ADU at the owner's request. Ayes: Spencer, McCoy, Betts, Grotting and Fisher. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 5-0

10. Consider Approval of the Personnel Committee Recommendations.

Council members engaged in a comprehensive discussion regarding the renewal and extension of Mark Kaltsas' contract. They considered his past contributions, noting that his performance is crucial to the city's achievements. The contract adjustments aimed to align his compensation with market standards while acknowledging his dual role as a contract administrator and planner. The revised terms include an automatic annual salary increase of 5%.

Additionally, the personnel committee evaluated the city's administrative services director. In recognition of her dedication and the recent attainment of her clerk certification following a three-year training program, Amber received a merit-based pay increase of $2 per hour, effective immediately.

The council underscored the importance of transparency and fairness in rewarding staff efforts, agreeing that these contract changes reflect both market conditions and the high value placed on their contributions. They praised Mark and Amber for their outstanding work, which is integral to the effective functioning of the city.

Motion by McCoy, seconded by Betts to accept the personnel committee's recommendations. Ayes: Spencer, McCoy, Betts, Grotting and Fisher. Nays: None. Absent: None. Abstain. None. MOTION DECLARED CARRIED. 5-0

11. Open/Misc.

12. Adjourn.

Motion to adjourn the meeting was made by Councilmember Fisher, seconded by Councilmember Betts. The motion carried unanimously. 5-0

Meeting adjourned at 5:27pm pm.

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Respectfully Submitted,
Amber Simon/ Recording Secretary