



NORTH BRANCH

—Minnesota—

Charles Klopp
Chair

Bob Bernier
Commissioner

Farfum Ladroma
Commissioner

Lynn Wilson
Commissioner

Wendy Chelberg
Commissioner

**PARKS, TRAILS AND OPEN SPACE
COMMISSION
REGULAR AGENDA
MONDAY, NOVEMBER 3, 2025 @ 7:00 PM
CITY HALL, 6408 ELM STREET, NORTH
BRANCH, MN 55056**

MINUTES OF THE PROCEEDINGS OF THE CITY COUNCIL OF THE CITY OF NORTH BRANCH IN THE COUNTY OF CHISAGO AND IN THE STATE OF MINNESOTA

REGULAR MEETING

Monday, November 3, 2025

1. CALL TO ORDER

Chair Charles Klopp called the meeting to order at 7:00 PM.

2. PLEDGE OF ALLEGIANCE

Chair Charles Klopp led the Pledge of Allegiance.

3. ROLL CALL

Present: Commissioner Charles Klopp, Commissioner Bob Bernier, Commissioner Farfum Ladi
Commissioner Wendy Chelberg, Commissioner Lynn Wilson

Absent:

Remote:

Others Present:

Notes:

4. PUBLIC COMMENT

Provides an opportunity for the public to address the Council on items that are not on the Agenda. Please raise your hand to be recognized. Please state your name and address for the record. This section is for the express purpose of addressing concerns of City services and operations. It shall not be used to clarify individual's views for political purposes.

5. AGENDA APPROVAL

RESULT: Passed

MOVER: Charles Klopp

SECONDER: Farfum Ladroma

AYES: Charles Klopp, Bob Bernier, Farfum Ladroma, Wendy Chelberg, Lynn Wilson

ABSENT:

NOTES:

a. Approve Agenda ACTION

6. CONSENT AGENDA

All matters listed under Consent Agenda are considered routine and/or non-controversial and will be approved by one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the Agenda.

RESULT: Passed

MOVER: Farfum Ladroma

SECONDER: Lynn Wilson

AYES: Charles Klopp, Bob Bernier, Farfum Ladroma, Wendy Chelberg, Lynn Wilson

ABSENT:

NOTES:

a. Approval of October 6, 2025 PTOS Commission meeting minutes ACTION

7. REPORTS

a. Park Fund Balances INFO

Community Development Director Nate Sondrol reported on the fund balances as of 10/29/2025.

- Park Dedication Fund - \$53,868.63
- Park Improvement Fund - \$101,870.28
- Community Center Fund - \$180,999.12

b. Project Updates INFO

Chair Charlie Klopp started with project updates with mentioning that the disc golf tournament was a huge success with 48 registrations. Charlie also mentioned that there was a small wedding that was held at Riverwalk Park in the amphitheater.

Community Development Director Nate Sondrol discussed that at Harder Park, the base of the kiosk is set up, and concrete has been installed. Disc golf has been very active with leagues as well. We received the grant funding to update the Safe Route to School Plan, and we will have an initial meeting this Thursday to update the plan. The arts grant review of the grant application for the summer concerts will be on November 17th, so Nate will keep you posted on the results of the application.

c. Walker Hill Farm Minor Subdivision ACTION

Community Development Director Nate Sondrol brought the Walker Hill Farm Minor Subdivision discussion to the Commission. State Statute allows cities the ability to require that a reasonable portion of the buildable land of any proposed subdivision be dedicated to the public to address infrastructure needs created by the development, including parks, recreational facilities, playgrounds, trails, sidewalks, wetlands, and open space.

In lieu of land dedication for parks, recreational facilities, playgrounds, trails, wetlands, or open space, cities may require a developer to pay cash or “park dedication fees.” Park dedication fees excuse the

developer from a local land dedication for park and recreation purposes, but still allow the city to purchase and acquire new, off-site facilities to serve the recreation needs created by the subdivision. State Statute allows cities the ability to require that a reasonable portion of the buildable land of any proposed subdivision be dedicated to the public to address infrastructure needs created by the development, including parks, recreational facilities, playgrounds, trails, sidewalks, wetlands, and open space.

In lieu of land dedication for parks, recreational facilities, playgrounds, trails, wetlands, or open space, cities may require a developer to pay cash or “park dedication fees.” Park dedication fees excuse the developer from a local land dedication for park and recreation purposes, but still allow the city to purchase and acquire new, off-site facilities to serve the recreation needs created by the subdivision.

The Developer is proposing to subdivide the 39.7 acre property into 3 lots and keep the existing home site. The nearest park would be the Roger Johnson Memorial Park.

Cash Option 2 Lots @ \$1,800 per lot = \$3,600
Land Option 10% of land = 3.9 acres
Cash/Land Option Various Combinations of the above

The motion was made for the cash option.

RESULT: **Passed**
MOVER: **Wendy Chelberg**
SECONDER: **Farfum Ladroma**
AYES: **Charles Klopp, Bob Bernier, Farfum Ladroma, Wendy Chelberg, Lynn Wilson**
ABSENT:
NOTES:

d. Malmquist Property ACTION

Community Development Director Nate Sondrol reported to the Commission about the Malmquist Property. Mr. Max Malmquist approached the City's Parks, Trails, and Open Space Commission in January 2023 to gauge the city's interest in acquiring his property to utilize and preserve it as a possible park and open space holding. Director Sondrol gave a map showing the conservation easement area, that area can be highlighted in yellow on this map, the area of red as adjacent to it, has to keep that conservation based on past conversation, we've included parking, restrooms, signage, shelter, an archery range near prairie trails, dock platform and things like wood deck, also blue bird houses within that park area. And so it's looking to see if there were any other items that the commission would like to see included. Chair Charles Klopp and Commissioner Lynn Wilson discussed the potential for the City to have first refusal on the property if it were sold.

Motion is to approve the conservation plan.

RESULT: **Passed**
MOVER: **Bob Bernier**
SECONDER: **Lynn Wilson**
AYES: **Charles Klopp, Bob Bernier, Farfum Ladroma, Wendy Chelberg, Lynn Wilson**
ABSENT:
NOTES:

e. Website INFO

The City of North Branch Website is still under construction, with an expected completion date of mid-December.

f. Comprehensive Plan Update

INFO

Community Development Director Nate Sondrol gave a brief update regarding the Comprehensive Plan Update. We're going to be at the Council Board session on November 18th, which is going to focus on some land use, basically along the East side of Flink Avenue, but they're going to have priority on the next Comprehensive Plan Update.

8. NEXT MEETING -December 1, 2025 - 7PM

9. ADJOURNMENT

Chair Charles Klopp adjourned the meeting at 7:27 PM.

RESULT: Passed
MOVER: Bob Bernier
SECONDER: Wendy Chelberg
AYES: Charles Klopp, Bob Bernier, Farfum Ladroma, Wendy Chelberg, Lynn Wilson
ABSENT:
NOTES: