



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, JANUARY 5, 2026 @ 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, January 5, 2026

1. **CALL TO ORDER**

Chair Charles Klopp called the Parks, Trails, and Open Space Commission Meeting to order at 7 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 Ladr
Commissioner Lynn Wilson, Mayor Kevin Schieber

Absent: Commissioner Wendy Chelberg

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**

a. Approve Agenda

RESULT: Passed

ACTION

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

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.

a. Approval of December 1, 2025 minutes ACTION

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

7. REPORTS

a. Park Fund Balances INFO

Community Development Director Nate Sondrol gave the Park Fund Balances.

Park Dedication Fund (Outstanding state grant reimbursements - CSAH 30 Trail and Northwood Park) (\$136,233.50)

Park Improvement Fund \$101,955.28

Community Center Fund \$180,999.12

b. Project Updates INFO

Community Development Director Sondrol provided the project updates noting the Concerts in the Park agreement with the East Central Regional Arts Council has been signed. He noted City Planner Saltis has been working with staffing at each of the outdoor skating rinks. Wilson thanked the North Branch Public Works Department for the great job putting all of the decorations throughout the City this year and noted that the Christmas lighting event was very well attended this year.

c. Fairway Field Preliminary Plat ACTION

Community Development Director Nate Sondrol presented the Fairway Field Preliminary Plat submitted by Larry Beach Construction, Inc. He noted the proposed plat is located on the north side of 412th Street and bound by Falcon Ave to the west and Flink Ave to the east and that the proposed plat would create 13 lots on 19.25 acres. He noted that the future Meadows Ridge park would serve the neighborhood.

The commission discussed monitoring future develop patterns in the area for need of a future park land in the area.

Motion was to accept the cash contribution of \$23,400.

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

d. Malmquist Property ACTION

Community Development Director Nate Sondrol presented a future site layout to the commission on 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. The Commission discussed this and provided a recommendation at the meeting of strongly supporting Mr. Malmquist's proposal for his property to be entrusted to the city at the appropriate time and to care and that the city would care best for it and properly use it.

The property is located at 4552 392nd Street is approximately 41.7 acres and is located on the north side of 392nd Street, east of Trunk Highway 95. The property has approximately a 960 of frontage along the east side of Mud Lake. The property is comprised of approximately 10 acres of tillable land, 21.9 acres of woodlands, 7.8 acres of wetlands and 2 acres of water (Mud Lake). There is a gas transmission distribution line that runs through the property, and the property is located within the conceptual open space/wildlife corridor.

Motion was made to accept approval of the master plan layout for the site.

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

e. Comprehensive Plan Update INFO

Community Development Director Nate Sondrol presented the requests from the The Comprehensive Plan Steering Committee that the Planning Commission review two specific sections of the 2018 Comprehensive Plan:

- Section 2: Values and Vision (all groups will review this section)

- Section 8: Natural Environment, Parks, Trails, and Recreation

Your focused review is vital as we move toward the final revision of the plan. This should include a thorough overview of the current language, and listing any changes that the group feels necessary due to the changes and growth of the City.

We are establishing the following timeline for the process:

- March 2026: The Comprehensive Plan Steering Committee will convene to review the individual group findings.
- April or May 2026: Presentation of the Comprehensive Plan review results to the Planning Commission for consideration and Council approval in June.

f. 2026 Meeting Schedule

ACTION

Community Development Director Nate Sondrol asked to move the Parks, Trails, and Open Space Commission meeting from Monday, September 7th, 2026, to Monday, September 14th, 2026, due to Labor Day.

Motion to move the Parks, Trails, and Open Space Commission meeting from Monday, September 7th, to Monday, September 14th, 2026.

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

g. Commission Appointment

ACTION

Community Development Director Nate Sondrol presented two applications for the Parks, Trails, and Open Space Commission.

Motion was to recommend to re-appoint Charlie Klopp to the Parks, Trails, and Open Space Commission.

RESULT: Passed
MOVER: Lynn Wilson
SECONDER: Bob Bernier
AYES: Bob Bernier, Farfum Ladroma, Lynn Wilson
ABSENT: Wendy Chelberg
NOTES: Charlie Klopp abstained from the vote

8. NEXT MEETING - February 2, 2026, 7PM

9. ADJOURNMENT

Chair Charles Klopp adjourned the Parks, Trails, and Open Space Meeting at 7:47 PM.