

**CITY OF CIRCLE PINES, MINNESOTA  
REGULAR CITY COUNCIL MEETING  
Circle Pines City Hall**

**February 24, 2026  
7:00 P.M.**

**AGENDA**

**1. Call to Order**

**2. Roll Call**

*Matt Percy, Mayor*

*Steve McChesney, Council Member*

*Nici Dorner, Council Member*

*Meagan Bachmayer, Council Member*

*Patrick Antonen, City Administrator*

**3. Setting of Agenda**

**Note:** Consent Agenda items will be acted on with one motion unless a council member requests their placement on the regular agenda.

**4. COMMENTS**

**a. Taxpayer Comments**

**b. Council Member Comments**

**c. Mayor Comments**

**5. COMMITTEE REPORTS**

**a. Utilities Commission**

**6. COUNCIL BUSINESS**

**a. Consent Agenda**

<u>Items</u>	<u>Action</u>
1. Minutes – February 10, 2026 (Enclosed)	Approve
2. General Disbursements (Enclosed)	Approve
3. Police Disbursements (Enclosed)	Approve
4. Licenses (Enclosed)	Approve

Council Action \_\_\_\_\_

**b. Boards and Commissions Appointments**

Council Action \_\_\_\_\_

**c. Policy 12 Update (Enclosed)**

Council Action \_\_\_\_\_

**d. \_\_\_\_\_**

Council Action \_\_\_\_\_

**7. ADJOURNMENT**

**CITY OF CIRCLE PINES, MINNESOTA  
REGULAR CITY COUNCIL MEETING**

**Tuesday, February 10, 2026  
Minutes**

**1. CALL TO ORDER**

Mayor Percy called the meeting to order at 7:00 p.m.

**2. ROLL CALL**

Council Members Bachmayer, Dorner, and McChesney were also present. City Administrator Antonen represented the staff.

**3. SETTING OF AGENDA**

There were no changes to the agenda.

**4. COMMENTS**

**a. Taxpayer Comments**

There were no taxpayer comments.

**b. Council Member Comments**

There were no Council Member comments.

**c. Mayor Comments**

Mayor Percy commented on the following:

- January 28<sup>th</sup>, attended the government officials meeting in Coon Rapids
- February 3<sup>rd</sup>, attended the caucuses
- February 6<sup>th</sup> and 7<sup>th</sup>, attended the League of Minnesota Cities Elected Officials Leadership Conference
- February 7<sup>th</sup>, attended Coffee and Carbs with the retired CFD firefighters
- Passing of longtime Circle Pines resident, Ruth Perlich

**5. COMMITTEE REPORTS**

**a. Police Governing Board**

Mayor Percy reported that the board met on February 9, 2026, and business included:

- Chief's Report:

- Longtime police officer is retiring, and the police department will be looking to fill that position
- Provided an update on ICE
- A letter of appreciation was received from the Anoka County Sheriff's Department regarding a traffic stop one of the CLPD officers made.
- Operations Committee Report:
  - Entering mediation with the police union in mid-March to discuss salaries and health insurance
  - Chief Mork received a positive performance review, which the commission approved a 3% salary increase.

## **6. COUNCIL BUSINESS**

### **a. Consent Agenda Items:**

1. Minutes – January 27, 2026
2. General Fund Disbursements
3. Police Disbursements
4. Fire Disbursements
5. Licenses

**Motion:** McChesney moved, seconded by Dorner, to approve the Consent Agenda.  
**Motion carried 4-0.**

### **b. Park Improvement Plan – Design and Bidding Services Contract**

Antonen explained that the packet includes two contracts, the design and bidding contracts for both Carl Eck Park and Baldwin Park. Staff has reviewed the proposals submitted by WSB to provide professional design and bidding services for the planned park improvements project that is planned for this year. The proposals outline the scope of services and fees associated with preparing construction documents, coordinating necessary reviews, and assisting the city through the building process. The city bonded for these improvements back in October of 2025, giving a timeline of 3-years to complete the project, projecting for the project to begin in August.

Staff found the proposals to be complete, responsive to the city's needs, and consistent with prior project discussions and budget planning. WSB's familiarity with municipal infrastructure and park design will help ensure an efficient design process and competitive bidding environment.

Staff has recommended that the City Council formally accept the WSB proposals and authorize staff to execute an agreement for design and bidding services for the Carl Eck Park and Baldwin Park Improvement Projects.

**Motion:** Bachmayer moved, seconded by Dorner, to accept the WSB proposals and authorize staff to execute an agreement for design and bidding services in the amount of \$402,409, for the Carl Eck Park and Baldwin Park Improvement Projects.

**Motion carried 4-0.**

6. **ADJOURN TO WORKSESSION**

- Board and Commissions Interviews

**Motion:** Dorner moved, seconded by McChesney, to adjourn the meeting at 7:14 p.m.  
**Motion carried 4-0.**

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**Mayor**

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**City Administrator**

**2026 License for Approval**

*All licenses on this list have insurance, bond & worker's comp if applicable, and have paid fee.*

**Date for Council Approval: 02/24/2026**

	<b><u>Company</u></b>	<b><u>License type</u></b>
1	Logan Companies	HVAC
2	JNS Co. Inc dba Superior Heating Air Conditioning & Electrical	HVAC
3	MP Nexlevel LLC	TELECOM
4	Rainbow Tree Company dba Rainbow Treecare	TREE SVC
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CIRCLE PINES

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**Agenda Item 6.c.**

# Memo

To: City Council  
From: Kate Manson  
Date: February 14, 2026  
Re: Policy 12 - Refuse and Recycling Rates

In an effort to minimize additional rate increases for the resident of Circle Pines, staff is recommending just a few marginal changes to refuse and recycling rates for 2026. So far this year, the city is experiencing a stormwater rise in price by 5%, sewer increases of 7% and the tax levy rising over 9%. With strong reserves existing in the refuse and recycling fund, there isn't a need to propose higher rates for all services. However, our hauler is raising our fees considerably so there are some changes that should be considered.

Currently, the refuse carts are priced at \$8.28 for the 35 gallon, \$11.90 for the 64 gallon, and \$17.08 for the 96 gallon. These rates were set at the beginning of 2022. There are estimates involved with how much tonnage is disposed of, but these rates have been covering costs and then some. However, with the hauler's increase, these rates would no longer keep pace. After a thorough analysis of current cart counts and anticipated tonnage costs, staff recommends adjusting the 35 gallon cart to \$9.11 and the 64 gallon cart to \$12.32 (increases of 10% and 4%). This pricing model proposed is with a goal of equity. Other models could be considered to discourage larger volume of refuse use if preferred.

At this time, the refuse and recycling fund can sustain flat pricing for not only recycling carts, yard waste carts, but also organic carts. What helps to offset some of the cart revenue shortage is investment revenue from cash reserves as well as grant money filtering in for recycling programs.

A moderate volume residential utility customer would see an increase to their monthly bill of \$3.68 for the sewer and stormwater changes, as well as an additional \$0.83 per month for refuse (35 gal). This would have their overall bill rise a range from 2.3 to 3.4 percent from 2025 depending on the season.

Thank you for considering this request,

KM

Enclosures:

(1) Centennial Utilities Policy 12

## Centennial Utilities Rate & Fee Schedule

### Water Rates and Fees

Residential & Commercial Meter Sizes	Monthly Flat Rate	Effective Date
Less than 1.5" Without AMR	\$9.90 \$34.10	1/1/24 1/1/24
1.5 Meter	\$11.00	1/1/24
2" Meter	\$15.40	1/1/24
3" Meter	\$15.95	1/1/24
4" Meter	\$21.45	1/1/24
6" Meter	\$24.75	1/1/24

### Volumetric Water Rates Based on Monthly Usage

RESIDENTIAL (with 1 meter)			COMMERCIAL		
Tier	Rate per 1,000	Effective Date	Tier	Rate per 1,000	Effective Date
0 – 4,000	\$2.45	1/1/23	0 – 8,000	\$2.45	1/1/23
4,001 – 9,000	\$2.94	1/1/23	8,001 – 20,000	\$2.70	1/1/23
9,001 – 21,000	\$3.68	1/1/23	20,001 – 36,000	\$3.23	1/1/23
21,000+	\$4.59	1/1/23	36,000+	\$3.72	1/1/23
MULTI FAMILY			IRRIGATION		
Tier	Rate per 1,000	Effective Date	Tier	Rate per 1,000	Effective Date
All Usage	\$2.70	1/1/23	0 – 6,000	\$2.94	1/1/23
			6,000+	\$3.68	1/1/23

MN Safe Drinking Water Fee\*

\$1.27 per water service connection  
(Effective 1/1/26)

Commercial Bulk Water Sales

\$800 deposit + \$25 per month fee +  
\$2.94/1,000 Gallons

Water Reconnection Fee

Standard labor rates apply

Water Access Charge

\$1800 per residential equivalency (REC)

Water Access Charge-Filtration Plant

\$1450 per residential equivalency (REC)

New Residential Water Connection Charge

\$100 + surcharge +WAC

New Commercial Water Connection Charge

\$100 + surcharge +WAC

Connection to Residential Repair

\$100 + surcharge

Connection to Commercial Repair

\$100 + surcharge

## Sewer Rates and Fees

RESIDENTIAL					APARTMENT/COMMERCIAL				
Tier	Monthly Flat Fee	Effective Date	Rate per 1,000	Effective Date	Tier	Per REC Monthly Fee	Effective Date	Rate Per 1,000	Effective Date
ALL Usage	\$15.78	1/1/26	\$6.58	1/1/26	ALL USAGE	\$27.12	1/1/26	\$6.58	1/1/26

Met Council Sewer Access Charge (SAC)*	\$2,485 (Effective Date 1/1/14)
Local Sewer Access Charge (SAC)	\$1,500 per residential equivalency (REC)
New Residential Sewer Connection Charge	\$100 + surcharge +SAC
New Commercial Sewer Connection Charge	\$100 + surcharge +SAC
Connection to Residential Repair	\$100 + surcharge
Connection to Commercial Repair	\$100 + surcharge

## Storm Sewer Rates and Fees

Rate Class	Monthly Flat Fee	Effective Date
Residential/Commercial	\$10.50/residential equivalency (REC)	1/1/26

## Natural Gas Rates and Fees

Type of Service	Distribution Rates	Effective Date
Residential/Commercial/Municipal/State	.350/ccf	1/1/23
Small Volume Interruptible	Set Monthly	
Large Volume Interruptible	Set Monthly	

Meter Fees	Monthly Fee	Effective Date
<u>Residential</u>	\$15.00	1/1/23
<u>Commercial</u>		
Less than 800/ccf	\$25.00	1/1/23
800 - 1999/ccf	\$50.00	1/1/23
2,000 - 4999/ccf	\$80.00	1/1/23
5,000/ccf plus	\$115.00	1/1/23
BPI per unit	\$50.00	1/1/13
Small Volume Interruptible	\$155.00	1/1/23
Large Volume Interruptible	\$850.00	1/1/23
Municipal/State	\$5.00 less than commercial meter fee	1/1/23

Franchise fees will be shown as a separate line item on the gas portion of the bill. The amount collected will be a direct pass through of the amount charged by the customers' city.

Cost of gas will be billed as a pass-through cost, which rate is to be set monthly.

The rates listed for the above services are not designed to guarantee continuous service.

## **Installation Fees**

Circle Pines - \$450 first 40 feet plastic lines, \$8 per foot over 40 feet

Franchise Areas – Recovered in rates

Winter Construction – Any private contractor work specifically due to winter construction will be passed on to the customer with no markup.

Labor Rate 0.5 Hour \$53.00 1 Hour 106.00  
There is a one-half hour minimum and charges will be billed to the nearest one-quarter hour. After hours: \$159.00/hour with a two-hour minimum (\$318.00) After hours rates apply from 3:30 p.m. to 7 a.m. Monday – Thursday, and after 3:30 p.m. Friday until 7 a.m. Monday.

Reconnection(Non-Delinquent) 0.5 Hour Labor Charge

Disconnect/Reconnection(Delinquent) 0.5 Hour Labor Charge minimum each time a visit to the service address is necessary; see policy 4

## **Garbage Rates – Effective January 1, 2022**

Container Size	Monthly Rate	Senior Rate/Income Driven
35 Gallon	<del>\$8.28</del> <u>\$9.11</u>	<del>\$7.45</del> <u>\$8.20</u>
64 Gallon	<del>\$11.90</del> <u>\$12.32</u>	<del>\$10.71</del> <u>\$11.09</u>
96 Gallon	\$17.08	\$15.37

~~Garbage Stickers (curbside disposal) ————— \$2.00 per bag~~

Garbage Disconnection Fee \$15; see policy 17

## **Recycling Rates – Effective January 1, 2021**

Monthly Rate \$4.15

Senior Monthly Rate \$3.75

## **Yard Waste Rates**

Seasonal Weekly Pickup \$95.00

Extra Cart \$35.00

~~Yard Waste Stickers (curbside disposal) ————— \$3.00 per bag~~

## **Organic Recycling Rate**

Monthly Rate \$7.50

## **Miscellaneous Charges**

Bank Return Fee (NSF, Account Closed) \$14\*

*\*Rates are subject to change as they are set by outside organizations.*

Revision: **024-2026**  
Effective: **January-February 1, 2026**