

CITY OF CHATFIELD COMMITTEE OF THE WHOLE
AGENDA

City Council Chambers - 21 SE Second Street, Chatfield, MN 55923
August 25, 2025, 5:30 P.M.

A. Minutes

1. [June 23, 2025 Committee of the Whole Meeting Minutes](#)
Review the minutes from the previous meeting.

B. Discussion Items

1. [2026 Utility Rates, Preliminary Budget Information, and Community Development Updates](#)
2. [Preservation Month May 2025 Poster](#)



COMMITTEE OF THE WHOLE MEETING STAFF REPORT

Meeting Date: August 25, 2025

Agenda Item: June 23, 2025 Committee of the Whole Meeting Minutes

Subject | Summary:

Agenda Category:

Submitted By: Alison Bentley

Recommended Motion: Review the minutes from the previous meeting.

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

[2025.06.23 C.O.W. Notes.pdf](#)

Committee of the Whole Meeting Notes**June 23, 2025**

Council Members Present: Mayor John McBroom, Councilors Paul Novotny, Pam Bluhm, Josh Broadwater, and Dave Frank.

Members Absent: Mike Urban.

Others Present: Beth Carlson, Michele Peterson, Gretchen Lovejoy-Mensink, Craig Britton, Brian Burkholder, Alison Bentley, Joel Young, Amy Grover, Steven Schlichter, and Mike Thorsteinson.

The Committee of the Whole met on Monday, June 23, 2025.

A. Minutes

- a. **Notes from the May 5, 2025**, Committee of the Whole were reviewed.

B. Discussion Items

- a. **Transportation Management Organization Presentation:** Members of the SE MN Together organization, along with staff member Joel Young, and Alta planning Ulla Hester provided an overview of the study, along with the findings. The showed that a Transportation Management Organization could be supported in our region and would be a benefit to help coordinate transportation efforts. Joel Young will be presenting the final report to the State of Minnesota.
- b. **CCTV Operations:** Council members reviewed the proposal to move the operations for CCTV to the School. The proposal includes providing half of the fund balance for operations and capital to the school to ensure sustainability of CCTV. Additionally, four current contracts will need to be provided a 30-day cancellation notice. The CCTV board was in favor of this transition.
- c. **Street Project:** Public Works Director Brian Burkholder and City Engineer Craig Britton reviewed the proposed project. The Council will need to approve the resolution to authorize posting the request for bids. At this time the goal is to move forward with this project this year, although the bid amounts will determine for certain. Bids will be opened on July 23rd, 2025, and will then be presented to the City Council on July 28th, 2025.
- d. **Public Works – Wastewater Facility Plan Quote:** Steven Schlichter reviewed the proposed project. It was noted that the Facility Plan is the first step in the process which will be needed to apply for funding. Schlichter supports moving forward with completing a facility plan in 2025.

The meeting was closed at 6:24 p.m.

Next Meeting: Monday, August 25, 2025, at 5:30 p.m.



COMMITTEE OF THE WHOLE MEETING STAFF REPORT

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COMMITTEE OF THE WHOLE MEETING STAFF REPORT

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Agenda Item: Preservation Month May 2025 Poster

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[Preservation Month Poster 2025 -11x17v1.pdf](#)

PRESERVATION MONTH MAY 2025

Honoring the Service Of



Robert Vogel

Robert Vogel was known for his work in historical preservation. Vogel served as the City of Chatfield's Preservation Planner from 2008 until his passing in 2024.

Vogel was a historical geographer with 35+ years of professional experience in cultural resource management, historic preservation and public history. He successfully completed 600+ historic preservation projects in twelve states and overseas. His professional qualifications met the standards of the Secretary of the Interior in History, Architectural History and Archeology.

A Master of Arts in Geography was earned from the University of Minnesota in 1980 after completing post-graduate work at Northwestern State University of Louisiana in 1978. He earned his bachelors in geography and history from the University of Minnesota-Twin Cities in 1975.

Vogel's professional experience after graduation included being "Principal Pathfinder with CRM LLC (Robert C. Vogel and Associates) at Spring Grove, MN, as well as preservation planner or consultant for the cities (by order of service) Cottage Grove, Newport, Farmington, Edina, and Chatfield, Minnesota. Additionally, he was Vice President and Senior Historian of bear Creek Archaeology Inc. at Decorah, Iowa from 1989-1998.

During his life Vogel had professional associations with the Association of Iowa Archaeologist, Louisiana Historical Association, National Alliance of Preservation Commissions, National Trust for Historic Preservation, Organization of American Historians, Preservation Alliance of Minnesota, and Society for Industrial Archaeology.

The author of over 40 peer-reviewed monographs, journal articles, chapters in books and book reviews. Vogel also worked on over 50 government agency preservation plans as well as historical structure reports, and was involved in numerous HABS/HAER/HALS documentation studies. Numerous local designations, National Register nominations and determinations of eligibility were achieved during his research work. This included over 200 National Register of Historic Places and multiple property documentation forms.

Vogel once told an audience "I came to archaeology as a historian and geographer." Thanks to his work, people have a basis to better know their past.



Chatfield

MINNESOTA

HERITAGE PRESERVATION COMMISSION 7