



**MINUTES
CITY COUNCIL WORK SESSION
June 16, 2026**

CALL TO ORDER

The meeting was called to order at 5:36 pm.

Present: Mayor: Charlie Miner; Council: Jahn Dyvik, Mike Feldmann, and Deirdre Kvale

Staff Present: City Administrator: Amanda Nowezki; and City Clerk: Jeanette Moeller

Absent: Council: Todd Newcomer (with prior notice)

APPROVE AGENDA

A motion was made by Feldmann, seconded by Dyvik, to approve the agenda as presented. Ayes: all.

OPEN CORRESPONDENCE

No one was in attendance to address the City Council during Open Correspondence.

REGULAR BUSINESS

A. Discuss the Reclassification of City Clerk Position

City Administrator Nowezki provided the background on a proposed resolution she would present at the regular City Council meeting to reclassify the City Clerk position. She explained that the current job description had not been reviewed or updated since 2003, but the role had actually significantly evolved over the last 23 years. She gave an overview of the expansion of City Clerk Moeller's responsibilities related to planning, zoning, elections, technology, and social media management. She noted that she had consulted with City Attorney Thames and met with the City's Human Resources Subcommittee regarding the proposed reclassification and job description update for the City Clerk position. As an outcome of those discussions, she was suggesting that the position be reclassified to City Clerk/Zoning Administrator and that there be an adjustment to the pay plan as well.

Council and staff discussed the salary pay plan and positions included in the overall plan; highlighted responsibilities in the updated job description and ways the City Clerk position had changed over the years; salary ranges for this type of position in other area cities; and confirmed that the 2026 budget would not be affected if this were to be approved. The Council also voiced their appreciation for the work City Clerk Moeller had done throughout the years, and for the many hats she has worn on behalf of the City.

City Clerk Moeller thanked the Council for their kind words and expressed gratitude for the support of the City's leadership. She reflected that Long Lake has continued to offer her the opportunity to learn many new things over the years that she most likely wouldn't have been able to versus working in a larger city.

B. Continue Discussion of Dog Park Project Concept

Nowezki indicated that staff's initial presentation of the concept for a dog park at Dexter Park at the Council's last meeting had raised many questions that warranted consideration. Because of this, staff is now recommending pausing the idea because if the project moves forward, it must be undertaken correctly. She reviewed information she had learned following the Council's last discussion regarding insurance impacts; and recommendations from the League of Minnesota Cities for entrances, spaces for large and small dogs, specific hours, and when mowing should take place. Staff had also taken another look at the City's current practices related to dog licensing and felt there may be a few gaps that should be filled before they proceed. She added that the idea could eventually be revisited, but the Council had raised a lot of good questions that should be thoughtfully addressed beforehand.

Councilmember Kvale recalled that staff had proposed using Park Dedication Funds for the new dog park and questioned what else the City could use that money for.

Moeller responded that there is very little the funds could be used for given the restrictions being related to new park opportunities. For example, the funds would not be able to be used to rehabilitate the Holbrook Park ice rink, because the rink is an existing park facility.

The Council discussed other park projects that the City could concentrate on in the more immediate future, including opportunities related to the Holbrook Park hockey rink, warming house, and lighting; and resurfacing the tennis courts at Hardin Park. Staff provided further clarification on what types of projects Park Dedication Funds could be used for.

Mayor Miner concluded that the Council appreciated the idea for a dog park that City Administrator Nowezki and City Clerk Moeller had shared, but staff and Council were in agreement to shelve the idea for the moment.

OTHER BUSINESS

Lake Water Quality - Mayor Miner commented that he would like to talk a bit about the quality of the lake's water and noted that he'd received inquiries about dead fish, the Nelson Lakeside Park beach area, and the sandbags that were there. Nowezki replied that she had spoken with Public Works Director Diercks, and the 'sandbags' were actually fabric barriers. Diercks further mentioned that he has someone going to the area daily to remove the dead fish at the beach. Council and staff discussed some possible reasons for the recent increase in dead fish, as well as goose population issues and ways that could be addressed. Nowezki stated that changes had been made to the Public Works Department staff structure and one of the employees now works Sunday through Thursday, and that employee is expected to concentrate on spaces that are heavily used on the weekends and taking care of things like dead fish removal and garbage at Nelson Lakeside Park. She added that she would check into the goose issue and whether there is anything that could still be done this year.

Revisiting Previous Event Stage Concept - Mayor Miner asked about the stage idea that had been raised years ago by Mr. Schneider on behalf of the Chamber of Commerce in partnership with the Orono Lions Club. Nowezki observed that the Council would need to discuss the stage concept as a new idea, because the area where it had originally been proposed had changed quite a bit and the nearby townhome residents would have feedback. Moeller briefly reviewed some of the concerns that had been raised by both new and existing residents regarding the concept of a stage in the originally proposed location. She noted that the City had not been formally approached again about a possible stage project, and the original concept plan approvals would no longer apply.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 6:29 pm.

Respectfully submitted,

Jeanette Moeller

City Clerk