CITY COUNCIL MEETING

March 18, 2025 at 6:30 PM

City Hall Council Chambers – 450 Virginia Avenue, Long Lake, MN 55356

AGENDA

1. **Call to Order**

2. **Pledge of Allegiance**

3. **Mayor's Comments – Long Lake News, Meeting Review and Updates**

4. **Approve Agenda**

5. **Consent Agenda**

   A. Approve Minutes of March 4, 2025 City Council Work Session

   B. Approve Minutes of March 4, 2025 City Council Meeting

   C. Approve Vendor Claims and Payroll

   D. Accept the Resignation of Firefighter Juan Carlos Morales From the Long Lake Fire Department

   E. Approve a Six-Month Probationary Status Extension for Public Works Maintenance Worker I Noah Mackey

   F. Approve Issuance of a 1 to 4 Day Temporary On Sale Liquor License for the PEO Chapter BW MN Organization to Host a 'Wine Tasting Celebration and Fundraiser' Event at Zvago Long Lake on April 5, 2025

6. **Open Correspondence**
   NOTE: Open Correspondence is an item on the agenda during which the public may address the City Council. **No formal action is taken by the City Council** and comments shall be limited to five minutes or less. *Open Correspondence comments may also be emailed to City staff by 12:00 noon on the date of the meeting.*

7. **Regular Business**

   A. Receive and Accept the 2024 Audited Financial Report

   B. 2024 Long Lake Fire Department Annual Report (Year in Review)

8. **Other Business**

9. **Adjourn**

UPCOMING MEETINGS & OTHER DATES OF NOTE
Tuesday, April 1 (5:00 or 5:30 pm) / City Council Work Session
Tuesday, April 1 (6:30 pm) / City Council Meeting

Tuesday, April 8 (6:30 pm) / Planning Commission Meeting (To Be Determined)
Tuesday, April 15 (6:30 pm) / City Council Meeting

MINUTES
CITY COUNCIL WORK SESSION
March 4, 2025

CALL TO ORDER
The meeting was called to order at 5:00 pm.

Present:	Mayor: Charlie Miner; Council: Jahn Dyvik, Mike Feldmann, Deirdre Kvale, and Todd Newcomer
Staff Present:	City Administrator: Scott Weske; City Attorney: John Thames; and Fire Chief: Mike Heiland
Absent:	None

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

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

BUSINESS ITEMS

Closed Session Pursuant to MN Stat. 13D.05, Subd. 3(b) / Attorney-Client Privilege: Discussion of Open Litigation Related to the Fire Services Contract
A motion was made by Feldmann, seconded by Newcomer, to move the meeting into a Closed Session pursuant to Minn. Stat. 13D.05, subd. 3 (b) to discuss open litigation related to the Fire Services contract. Ayes: all.

A motion was made by Feldmann, seconded by Dyvik, to exit the Closed Session. Ayes: all.

City Attorney Thames summarized that the City Council had just adjourned a Closed Session pursuant to Minn. Stat. 13D.05, subd. 3 (b) to discuss open litigation related to the Fire Services contract, and he had received direction.

OTHER BUSINESS
No other business was discussed.

ADJOURN
Hearing no objection, Mayor Miner adjourned the meeting by general consent at 6:31 pm.

Respectfully submitted,

Scott Weske
City Administrator

MINUTES
CITY COUNCIL MEETING
March 4, 2025

CALL TO ORDER
The meeting was called to order at 6:36 pm.

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

Staff Present: City Administrator: Scott Weske; City Engineer: Jeff Oliver; and City Clerk: Jeanette Moeller

Absent: None

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS – LONG LAKE NEWS, MEETING REVIEW AND UPDATES
Mayor Miner noted that he and City Administrator Weske had a meeting yesterday with the City's Metropolitan Council representative, Dr. Tyrone Carter, and briefly reviewed some of their discussion topics.

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

CONSENT AGENDA
The Consent Agenda consisted of the following:

A. Approve Minutes of February 18, 2025 City Council Work Session Meeting
B. Approve Minutes of February 18, 2025 Council Meeting
C. Approve Vendor Claims and Payroll
D. Adopt Resolution No. 2025-06 Approving a Fund Transfer in the Amount of $9,067.20 from the General Fund to the 2013A Debt Service Fund to Close Out Matured Bond

A motion was made by Kvale, seconded by Newcomer, to approve the Consent Agenda as presented. Ayes: all.

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

BUSINESS ITEMS

Wayzata Police Department 2024 Year in Review Presentation – Jamie Baker, Interim Police Chief
Interim Police Chief Baker gave a presentation that shared some of the highlights of Wayzata Police Department operations and activities, including details on personnel; planning ahead for 2025; call statistics for service in Long Lake over the last few years, with over 1,600 calls occurring in 2024; the

breakdown of the different types of calls in 2024, including 760 traffic citations/warnings; and reviewed other highlights and awards for the Department.

Councilmember Kvale observed that it looked like crime had gone down a bit since 2023, but was also a bit elevated more than it had been in the previous years.

Baker agreed that while crime had dipped a bit since 2023, it was a bit higher than in some of the previous years. She added that while this was not included in her presentation, the embedded social worker had become a pivotal part of the Department and had handled 170 cases in 2024 for Wayzata and Long Lake. She commented that she could not speak more positively about the embedded social worker's ability to help the Department with repeat offenders and getting people the social services or mental health services that they need.

Councilmember Newcomer asked how the Department deployed the embedded social worker.

Baker explained that the Department would get a call and she, the Records Technician, or the Officers would screen the call situation and refer the matter to the social worker when appropriate. When the embedded social worker receives them, she is able to take a look at other systems and come up with a game plan to see if it was something that she could provide assistance with or if they were already receiving services. She shared examples of the types of situations where a case would be referred to the embedded social worker.

Mayor Miner pointed out that the largest number of criminal calls for service in the City were related to domestic violence, followed by DWIs.

Councilmembers discussed some of the call types and asked if Interim Police Chief Baker had any tips for residents with regard to criminal activity, such as theft from a vehicle.

Baker urged residents to make sure that they take all of their valuables out of their vehicles, and to also to lock their vehicles.

Mayor Miner also encouraged people to close their garage doors and lock the 'people' door to the inside of the home.

Councilmember Dyvik asked about the potential upcoming drone program and if they would be training Police Department staff to fly them or if they would hire an outside drone pilot.

Baker responded that operating a drone does require a pilot's license; however, two officers have gone through the training and taken the test for licensing, so operation would be officer based versus conducted by civilians.

Mayor Miner sought an update on the Flock camera program.

Baker replied that she and former Police Chief Schultz had looked at the Flock camera program as a 'force multiplier' and noted that they have had several successful case outcomes due to the cameras. She explained that it monitors license plates and stressed that the camera does not track people. She shared that the camera's been helpful within the metropolitan area for tracking vehicles that have been involved in crimes.

Mayor Miner stated that the City currently has one Flock camera but there were plans, through the Wayzata Crime Prevention Coalition, for a second camera to be installed in the City. He mentioned that starting in 2026, the City would need to be prepared to cover the costs of the annual maintenance fees for the cameras.

Mayor Miner recalled that Wayzata Police Department Community Service Officers had been handling some code enforcement activities for the City, which had been going well.

City Clerk Moeller commented that it has been a pleasure working with Interim Police Chief Baker and reflected that she had appreciated her responsiveness, help, and flexibility in working with the City.

Baker noted that she loved and appreciated the community support she had received from Long Lake.

2025 Street Improvement Project Accept Plans and Specifications and Authorizing Advertising for Bids
City Engineer Oliver provided an overview of the proposed 2025 Street Improvement Project for Lindawood Lane. He reviewed the location map; scope of the project; existing conditions; plans for reclamation, drainage, and removal of the island located within the cul-de-sac; his opinion on the probable cost of the project; and the current plan for construction scheduling.

Councilmember Feldmann questioned what utilities were located along Lindawood Lane.

Oliver indicated that most of the utilities were located overhead, but the gas main was underground. CenterPoint Energy is planning on replacement of the main, making some new connections, and undertaking partial replacement of services. Oliver also confirmed that there would be no impact to the City's lift station and noted that there would only be an adjustment to the top slab on the vault because it appeared to have been hit by a snowplow or heavy equipment. He stated that there would be very minimal utility work involved with the proposed project.

Mayor Miner asked about contractor and pricing trends for 2025.

Oliver replied that he had conducted a bid opening for a different community within the south metro area earlier in the day where they had five bidders. He had found the bids to be very competitive, and was hopefully anticipating great results in this case.

Councilmember Feldmann asked City Administrator Weske about the Pavement Management Fund balance.

City Administrator Weske stated that the existing fund balance should cover the entire proposed project costs and still have a bit remaining. Two or three more quarters of franchise fees will have been received as well as cell tower rent payments by the time of project completion, so he felt the City should be able to replenish the fund in part by the end of the year.

A motion was made by Miner, seconded by Feldmann, to adopt Resolution No. 2025-07 approving the plans and specifications for the 2025 Street Improvement Project and authorizing advertising for bids. Ayes: all.

Mayor Miner thanked City Engineer Oliver for his assistance in putting together information for the bonding bill request. He asked if City Engineer Oliver would be working with staff to update the City's Pavement Management Plan and the street condition map index.

Oliver shared that he had discussed getting started on Pavement Management Plan and related map updates with Public Works Director Diercks earlier in the day. He also offered to assist in lobbying for funding for improving some of the City's roadways, such as Grand Avenue and Lakeview Avenue.

OTHER BUSINESS

Newly Elected Officials Training - Councilmember Newcomer stated that at the end of February, he had attended the League of Minnesota Cities training for newly elected officials, which he had found to be very informative.

MnDOT Fencing Repairs Needed - Councilmember Dyvik noted that the fencing at the top of the berm along Wayzata Boulevard W has portions that are, once again, falling apart and asked if it was a MnDOT responsibility. Weske confirmed that the fencing on top of the berm was MnDOT's maintenance responsibility. Councilmember Dyvik asked if the City could contact MnDOT in order to take another look at it. Moeller recalled that in her email archives she has an email that staff had sent to MnDOT about repairs needed to fencing in the Highway 12 corridor, and their typical response to these situations has been that if it was not a public safety hazard, they will 'get to it'. She indicated that she had received complaints about a number of sections of the fencing and MnDOT had not been super receptive to a prior request for repairs. She suggested that perhaps City Administrator Weske could try contacting them because he may have more success than she'd had. Mayor Miner observed that the fencing was getting a bit ratty, and added that there is also a fencing area over by Stoneridge Circle that looks a bit scary and has a huge crack in the concrete. He suggested that the City may also be able to reach out to Representative Myers to see if he can assist in putting some pressure on MnDOT to handle some of these repairs.

Update on Fire Service Discussions – Mayor Miner shared that he and Council member Dyvik were continuing to have some good discussions with representatives from Orono related to the Fire Department and future fire services, and had also provided an update to the firefighters on Monday night about what has been happening. Councilmember Kvale asked if the Council was planning to hold a work session meeting on March 18. Moeller replied that whether or not a work session would occur was still to be determined.

Mobile Food Unit Marketing – Moeller stated that she had planned to put out a post on Facebook earlier in the day about marketing the City's mobile food unit policy as a way to try to get some word of mouth circulating about the idea, but decided not to after she got a look at the snow forecasted and now planned to do it a later time.

Residential Fencing – Moeller pointed out that the City has an interesting regulation in their fence related code that allows business fences to tie together with written permission from area property owners; however, residential fences were not permitted to do the same. She explained the current requirements related to setbacks; noted that it was not unusual for other communities to allow fences to be joined as long as there was property acquiescence; and shared that she had received a request from a resident asking the City to consider allowing tie-in fences for residents and not just the businesses. With no objections raised by Council members, she added that she would speak to City Planner Rybak about the matter before bringing a draft ordinance back for Council consideration.

Upcoming Meetings - Mayor Miner reminded the Council that their next meeting would be on March 18, 2025. Councilmember Feldmann mentioned that he would be unable to attend the April 1 City Council meeting.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:15 pm.

Respectfully submitted,

Scott Weske
City Administrator

CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / March 18, 2025

SUBJECT:	Approve Vendor Claims and Payroll	
Prepared By:	Amanda Nowezki, Finance Director	**Report Date:** 03/06/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of $56,133.55 and electronic vendor payments in the amount of $5,811.63 for a total amount of **$61,945.18**; February Fire Department monthly payroll in the amount of **$13,604.54**; March City Council monthly payroll in the amount of **$1,300.00**; and gross City Employee payroll paid March 6 in the amount of **$28,269.33**.

Overview / Background

No noteworthy commentary to report regarding vendor claims to be approved.

Supporting Information

- Listing of Claims Paid
- Electronic Vendor Payments
- Fire Department Payroll
- City Council Payroll
- Biweekly Payroll

LONG LAKE, MN

03/06/25 4:26 PM
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*Check Summary Register©

Checks 71071-71099

	Name	Check Date	Check Amt	
10100	**GENERAL FUND CASH**			
71071	Advanced Imaging Solutions	3/6/2025	$70.00	Copier Contract Maint - March 2025
71072	ALEX AIR APPARATUS 2, LLC	3/6/2025	$158.00	FD Snagger Tool (x2)
71073	CARSON, CLELLAND & SCHRED	3/6/2025	$8,467.50	Feb Legal Fees-Review City Authority Issue, L
71074	CENTERPOINT ENERGY	3/6/2025	$25.75	Gas Charges - 25 Apple Glen Rd (01/16/24-02/
71075	CITY OF LONG LAKE	3/6/2025	$577.23	Feb 2025 Utility Bill - 450 Virginia Ave
71076	CITY OF ORONO	3/6/2025	$193.71	FD2 Water/Sewer Bill - 3770 Shoreline Dr (1/2
71077	FARM RITE EQUIPMENT INC	3/6/2025	$6,192.44	PW-Bobcat 68" Angle Broom
71078	FP MAILING SOLUTIONS	3/6/2025	$171.00	Postage Machine Service - 02/12/25-5/11/25
71079	GOPHER STATE ONE CALL	3/6/2025	$9.45	Feb 2025 Locates
71080	HENNEPIN TECHNICAL COLLEG	3/6/2025	$2,220.00	Northwest Suburban Fire Academy-Niko Lopez
71081	HH FABRICATION AND REPAIR,	3/6/2025	$915.00	PW Freighliner Snowplow Frame Repair
71082	LANO EQUIPMENT OF LORETTO	3/6/2025	$1,100.81	Toolcat Front Hub Replacement
71083	LARKIN HOFFMAN	3/6/2025	$2,254.00	FD CONTRACT DISPUTE W/ORONO - Jan 20
71084	League of MN Cities Ins Trust	3/6/2025	$276.00	2025 Property/Casualty Insurance-Auto Fire (2
71085	MEDIACOM	3/6/2025	$445.48	FD1 Phone/ Internet Services - (3/7/24-4/6/24)
71086	Metro West Inspection Svcs Inc	3/6/2025	$708.68	Feb 2025 Permits
71087	METROPOLITAN COUNCIL	3/6/2025	$29,268.77	Waste Water Services - April 2025
71088	MN STATE FIRE DEPT ASSOC.	3/6/2025	$290.00	FD 2025 Membership
71089	Premium Waters, Inc.	3/6/2025	$4.32	Bottled Water - March 2025
71090	SUMMIT FIRE PROTECTION, CO	3/6/2025	$455.00	CH Fire Extinguisher Inspection/Service
71091	SUTTONS ADVANCED CLEANIN	3/6/2025	$1,152.50	FD1 Cleaning Services - March 2025
71092	TIMESAVER OFF SITE	3/6/2025	$344.50	2/18 City Council Meeting Minutes
71093	TRIMBLE	3/6/2025	$206.50	FD Dashcam Basic Bundle (Pmt 18 of 36)
71094	WRIGHT-HENNEPIN SECURITY	3/6/2025	$251.60	March 2025 Security-450 Virginia Ave
71095	Xcel Energy	3/6/2025	$43.47	Steet Lights - 1070 W Wayzata Blvd
71096	Xcel Energy	3/6/2025	$331.84	Steet Lights - 2129 W Wayzata Blvd
		Total Checks	$56,133.55	

LONG LAKE, MN

*Check Detail Register©

Checks 71071-71099

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71071	03/06/25	**Advanced Imaging Solutions**			
E 101-41500-4135		Copier Maintenance	$70.00	INV350942	Copier Contract Maint - March 2025
		Total	$70.00		
71072	03/06/25	**ALEX AIR APPARATUS 2, LLC**			
E 205-42281-2400		Small Tools and Minor Eq	$158.00	INV-51770	FD Snagger Tool (x2)
		Total	$158.00		
71073	03/06/25	**CARSON, CLELLAND & SCHREDER**			
E 101-41610-3120		Legal Fees - Civil	$3,204.50	7226	Feb Legal Fees-Review City Authority Issue, LLRC, MGDPA, Council Mtg, Etc
E 101-41610-3040		Legal Fees - Criminal	$1,000.00	7226	Feb Legal Fees-Criminal
E 101-42110-3120		Legal Fees - Civil	$3,704.75	7226	Feb Legal Fees-FD Contract Enforcement
G 700-29303		LL Rowing Crew CUP	$558.25	7226	Feb Legal Fees-Review Proposed Resolution, Corr W/Planner, Review PC Mtg & Resident Corr
		Total	$8,467.50		
71074	03/06/25	**CENTERPOINT ENERGY**			
E 602-49450-3830		Natural Gas Expense	$25.75	10679608-02	Gas Charges - 25 Apple Glen Rd (01/16/24-02/18/25)
		Total	$25.75		
71075	03/06/25	**CITY OF LONG LAKE**			
E 101-41940-3820		City Utilities (Wat,Sew,Sto	$70.92	030325	Feb 2025 Utility Bill - 450 Virginia Ave
E 101-41942-3820		City Utilities (Wat,Sew,Sto	$175.31	030325	Feb 2025 Utility Bill - 2145 Daniels St
E 601-49400-3820		City Utilities (Wat,Sew,Sto	$36.53	030325	Feb 2025 Utility Bill - 1964 Orchard Ln
E 205-42282-3820		City Utilities (Wat,Sew,Sto	$175.70	030325	Feb 2025 Utility Bill - 340 N Willow (Truck Fill)
E 205-42282-3820		City Utilities (Wat,Sew,Sto	$60.60	030325	Feb 2025 Utility Bill - 340 N Willow
E 101-45200-3820		City Utilities (Wat,Sew,Sto	$58.17	030325	Feb 2025 Utility Bill - 350 Harrington Dr
		Total	$577.23		
71076	03/06/25	**CITY OF ORONO**			
E 205-42286-3820		City Utilities (Wat,Sew,Sto	$193.71	173770000-0	FD2 Water/Sewer Bill - 3770 Shoreline Dr (1/28/24-02/26/25)
		Total	$193.71		
71077	03/06/25	**FARM RITE EQUIPMENT INC**			
E 101-43000-2210		Equipment Parts	$6,192.44	DL1024215	PW-Bobcat 68" Angle Broom
		Total	$6,192.44		
71078	03/06/25	**FP MAILING SOLUTIONS**			
E 101-41500-4130		Postage Machine Maint	$171.00	RI106546510	Postage Machine Service - 02/12/25-5/11/25
		Total	$171.00		
71079	03/06/25	**GOPHER STATE ONE CALL**			
E 601-49400-3855		Gopher One Locates Expe	$9.45	5020558	Feb 2025 Locates
		Total	$9.45		
71080	03/06/25	**HENNEPIN TECHNICAL COLLEGE**			
E 205-42281-3350		Education / Conferences	$2,220.00	1279730	Northwest Suburban Fire Academy-Niko Lopez
		Total	$2,220.00		

LONG LAKE, MN

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Checks 71071-71099

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71081	03/06/25	**HH FABRICATION AND REPAIR, LLC**			
E 101-43000-2200		Repair & Maint/Supply	$915.00	12721	PW Freighliner Snowplow Frame Repair
		Total	$915.00		
71082	03/06/25	**LANO EQUIPMENT OF LORETTO**			
E 101-43000-2210		Equipment Parts	$1,100.81	03-1136197	Toolcat Front Hub Replacement
		Total	$1,100.81		
71083	03/06/25	**LARKIN HOFFMAN**			
E 101-42110-3120		Legal Fees - Civil	$2,254.00	852887	FD CONTRACT DISPUTE W/ORONO - Jan 2025
		Total	$2,254.00		
71084	03/06/25	**League of MN Cities Ins Trust**			
E 205-42280-3610		General Liability Ins	$276.00	40007107-02	2025 Property/Casualty Insurance-Auto Fire (2007 Hendrickson Fire Truck)
		Total	$276.00		
71085	03/06/25	**MEDIACOM**			
E 205-42282-3275		Internet Access (Mediaco	$445.48	90000051-03	FD1 Phone/ Internet Services - (3/7/24-4/6/24)
		Total	$445.48		
71086	03/06/25	**Metro West Inspection Svcs Inc**			
E 101-42400-3035		Bldg Inspection - Subcontr	$708.68	4484	Feb 2025 Permits
		Total	$708.68		
71087	03/06/25	**METROPOLITAN COUNCIL**			
E 602-49450-3100		MCES Sewer Treatment	$29,268.77	1184778	Waste Water Services - April 2025
		Total	$29,268.77		
71088	03/06/25	**MN STATE FIRE DEPT ASSOC.**			
E 205-42280-4330		Dues and Subscriptions	$290.00	02-2025	FD 2025 Membership
		Total	$290.00		
71089	03/06/25	**Premium Waters, Inc.**			
E 101-41500-4145		Bottled Water Service	$4.32	614689-02-25	Bottled Water - March 2025
		Total	$4.32		
71090	03/06/25	**SUMMIT FIRE PROTECTION, CO**			
E 101-41940-4010		Bldg Maint & Repairs	$455.00	3050604	CH Fire Extinguisher Inspection/Service
		Total	$455.00		
71091	03/06/25	**SUTTONS ADVANCED CLEANING SRV**			
E 205-42282-3840		Custodial & Waste Remov	$570.00	7510	FD1 Cleaning Services - March 2025
E 205-42286-3840		Custodial & Waste Remov	$292.50	7510	FD2 Cleaning Services - March 2025
E 101-41940-3840		Custodial & Waste Remov	$290.00	7510	CH Cleaning Services - March 2025
		Total	$1,152.50		
71092	03/06/25	**TIMESAVER OFF SITE**			
E 101-41500-3000		Professional Srvs	$344.50	30025	2/18 City Council Meeting Minutes
		Total	$344.50		
71093	03/06/25	**TRIMBLE**			

LONG LAKE, MN

*Check Detail Register©

Checks 71071-71099

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 205-42281-3225		Truck Communication Ser	$206.50	30089255997	FD Dashcam Basic Bundle (Pmt 18 of 36)
		Total	$206.50		
71094	03/06/25	**WRIGHT-HENNEPIN SECURITY**			
E 101-41940-3000		Professional Srvs	$62.90	15016899239	March 2025 Security-450 Virginia Ave
E 101-41942-3000		Professional Srvs	$62.90	15016899239	March 2025 Security-2145 Daniels St
E 205-42286-3000		Professional Srvs	$62.90	15016899239	March 2025 Security-3770 Shoreline Dr
E 205-42282-3000		Professional Srvs	$62.90	15016899239	March 2025 Security-340 Willow Dr N
		Total	$251.60		
71095	03/06/25	**Xcel Energy**			
E 101-43100-3815		Street Lighting Maint/Elect	$43.47	916100348	Steet Lights - 1070 W Wayzata Blvd
		Total	$43.47		
71096	03/06/25	**Xcel Energy**			
E 101-43100-3815		Street Lighting Maint/Elect	$78.61	916333366	Steet Lights - 2129 W Wayzata Blvd
E 101-43100-3815		Street Lighting Maint/Elect	$253.23	916333366	Steet Lights - 1758 W Wayzata Blvd
		Total	$331.84		
		10100	$56,133.55		

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	$21,220.51
205 FIRE DEPARTMENT	$5,014.29
601 WATER FUND	$45.98
602 SANITARY SEWER FUND	$29,294.52
700 BUILDING PERMIT ESCROWS	$558.25
	$56,133.55

LONG LAKE, MN

*Check Summary Register©

Checks 3159-3162

	Name	Check Date	Check Amt	
10100	**GENERAL FUND CASH**			
3159e	USBANK CREDIT CARD	2/28/2025	$4,265.53	PW-Hecksel; Fishing Pier Walkway Lights
3160e	POSTALIA	3/4/2025	$500.00	Postage-MARCH 2025
3161e	PSN UTILITY ONLINE BILLING	3/4/2025	$314.10	BILL PAY FEE - Feb 2025
3162e	MN DEPT OF REVENUE	3/4/2025	$732.00	Feb 2025 Sales Tax
		Total Checks	$5,811.63	

LONG LAKE, MN

*Check Detail Register©

Checks 3159-3162

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3159 e	02/28/25	**USBANK CREDIT CARD**			
E 101-45200-2210		Equipment Parts	$192.00	022525	PW-Hecksel; Fishing Pier Walkway Lights
E 101-43050-3350		Education / Conferences	$56.18	022525	PW-MN Pollution Control-Reg Fee N. Mackey
E 101-45200-2150		Shop Supplies	$73.97	022525	PW-Ace; Drill Bit and Drill Set
E 101-45200-2150		Shop Supplies	$12.58	022525	PW-Ace; Paint Marker
E 101-41942-4010		Bldg Maint & Repairs	$141.98	022525	PW-Ace; Pressure Washer Gun/Hose
E 601-49400-4330		Dues and Subscriptions	$299.40	022525	PW-Sensaphone; Well House 1 Monitoring - 2022 Annual Subscription (00:07:F9:00:D5:24)
E 601-49400-2270		Utility Maint Supplies	$31.98	022525	PW-Well House #2 Hasp
E 601-49400-2210		Equipment Parts	$32.04	022525	PW-HomeDepot; Water Valve
E 101-43000-2400		Small Tools and Minor Eq	$64.73	022525	PW-Acme Tools; Wet/Dry Vac (1/4)
E 101-45200-2400		Small Tools and Minor Eq	$64.73	022525	PW-Acme Tools; Wet/Dry Vac (1/4)
E 601-49400-2400		Small Tools and Minor Eq	$64.73	022525	PW-Acme Tools; Wet/Dry Vac (1/4)
E 602-49450-2400		Small Tools and Minor Eq	$64.73	022525	PW-Acme Tools; Wet/Dry Vac (1/4)
E 101-45200-2230		Bldg & Grnds Maint Suppli	$169.54	022525	PW-Dog Waste Depot; Waste Station Bags (1/2)
E 603-43150-2270		Utility Maint Supplies	$169.54	022525	PW-Dog Waste Depot; Waste Station Bags (1/2)
E 101-43050-3350		Education / Conferences	$279.16	022525	PW-Americ Inn; Motel room for cert exam-N. Mackey
E 101-45200-2150		Shop Supplies	$12.53	022525	PW-Ace; Nuts & Bolts
E 101-43000-2200		Repair & Maint/Supply	$35.96	022525	PW-One Stop; Valve Stem
E 101-43000-2150		Shop Supplies	$37.73	022525	PW-Northern Tool; Floor Jack & Drill Press
E 101-43000-2400		Small Tools and Minor Eq	$504.57	022525	PW-Northern Tool; Floor Jack & Drill Press
E 205-42280-2010		Office Supplies	$7.96	022525	FD-Amazon; Clock Mechanism Kit
E 205-42281-4030		Light Truck Maint & Repair	$57.77	022525	FD-Youngstedts Car Wash
E 205-42281-2080		Training/Instruct Materials	$46.16	022525	FD-ACE; Drill Bit, Hinge Strap, Etc
E 205-42281-2010		Office Supplies	$25.48	022525	FD-Amazon; Magnetic White Boards & Markers
E 205-42282-3840		Custodial & Waste Remov	$31.09	022525	FD-Amazon; Cleaning Spray and Wood Polish
E 205-42280-4330		Dues and Subscriptions	$14.99	022525	FD-Amazon; Prime Membership
E 205-42281-2400		Small Tools and Minor Eq	$50.75	022525	FD-Amazon; Asprin and Rechargable Road Flares
E 205-42282-4010		Bldg Maint & Repairs	$153.95	022525	FD-Amazon; 3Volt Batteries and Water Filter
E 205-42281-4040		Equip Maint & Repair	$5.69	022525	FD-Amazon; Battery
E 205-42280-3090		Software Support	$10.83	022525	FD-Microsoft 365
E 205-42282-2230		Bldg & Grnds Maint Suppli	$31.94	022525	FD-Sherwin Williams; Paint
E 205-42282-2230		Bldg & Grnds Maint Suppli	$59.20	022525	FD-Ace; Spackle, Painters Tape, Paint Tray, Etc
E 205-42280-4450		Food & Beverage (Mtgs/Tr	$127.44	022525	FD-Carbone's Pizza
E 205-42286-3840		Custodial & Waste Remov	$36.95	022525	FD-Amazon; Paper Towels
E 101-41500-3090		Software Support	$72.00	022525	CH-Google; Company Emails
E 101-41500-3350		Education / Conferences	$412.32	022525	CH-Maddens On Gull Lake; Lodging for MCMA Conference
E 101-41500-3350		Education / Conferences	$525.00	022525	CH-League of MN Cities; MCMA Conference
E 101-41940-4010		Bldg Maint & Repairs	$20.60	022525	CH-Ace; Driver and Bit
E 101-43050-4050		Office Equip Repair/Maint	$85.88	022525	CH-Amazon; Webcam
E 101-41110-3350		Education / Conferences	$99.00	022525	CC-LMC; City Day on the Hill
E 101-41940-3210		Telephone	$61.84	022525	CH; Nextivia VOIP Phone System
E 101-41942-3210		Telephone	$20.61	022525	PW; Nextivia VOIP Phone System
E 205-42281-2010		Office Supplies	($25.48)	022525	FD-Amazon; Magnetic White Boards & Markers
E 205-42280-2010		Office Supplies	$25.48	022525	FD-Amazon; Magnetic White Boards & Markers
		Total	$4,265.53		

LONG LAKE, MN

*Check Detail Register©

Checks 3159-3162

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
3160 e	03/04/25	**POSTALIA**			
E 101-41500-3220		Postage	$150.00	030325	Postage-MARCH 2025
E 601-49400-3220		Postage	$175.00	030325	Postage-MARCH 2025
E 602-49450-3220		Postage	$175.00	030325	Postage-MARCH 2025
		Total	$500.00		
3161 e	03/04/25	**PSN UTILITY ONLINE BILLING**			
E 601-49400-3090		Software Support	$157.05	307722	BILL PAY FEE - Feb 2025
E 602-49450-3090		Software Support	$157.05	307722	BILL PAY FEE - Feb 2025
		Total	$314.10		
3162 e	03/04/25	**MN DEPT OF REVENUE**			
G 601-20801		Sales Tax Payable	$732.00	022825	Feb 2025 Sales Tax
		Total	$732.00		
		10100	$5,811.63		

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	$3,092.91
205 FIRE DEPARTMENT	$660.20
601 WATER FUND	$1,492.20
602 SANITARY SEWER FUND	$396.78
603 SURFACE WATER MGMT FUND	$169.54
	$5,811.63

LONG LAKE, MN

Payroll Summary

Pay Group: 02 Fire Department
Check Date: 3/10/2025 per. 3

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000153 ADAMS, CHRISTOPHER D.	112.84	112.84	112.84				7.00	1.64						104.20
000000216 BERBIG, ZACHARY P.	552.46	552.46	552.46				34.25	8.01						510.20
000000291 BROWN, JOHN	112.84	112.84	112.84				7.00	1.64						104.20
000000154 COTTON, PATRICK J.	385.80	385.80	385.80				23.92	5.59						356.29
000000259 DAVIS, THOMAS	283.20	283.20	283.20				17.56	4.11						261.53
000000093 FARLEY, COLE	547.80	547.80	547.80	1.45			33.96	7.94						504.45
000000274 FAUE, JESSE	193.44	193.44	193.44				11.99	2.80						178.65
000000233 FRANK, BRYAN	374.04	374.04	374.04				23.19	5.42						345.43
000000049 GOMAN, DAVID	112.84	112.84	112.84				7.00	1.64						104.20
000000177 GONSIOR, RYAN J.	434.96	434.96	434.96				26.97	6.31						401.68
000000229 GRADY, JOSHUA	209.56	209.56	209.56				12.99	3.04						193.53
000000293 GREGG, AIDAN	309.56	309.56	309.56				19.19	4.49						285.88
000000278 HAYDEN, ADAM	32.24	32.24	32.24				2.00	0.47						29.77
000000226 HOSTER, RYAN	426.43	426.43	426.43				26.44	6.18						393.81
000000180 KANIVE, RYAN J.	161.20	161.20	161.20				9.99	2.34						148.87
000000112 KRAHL, JEFFREY C.	327.60	327.60	327.60				20.31	4.75						302.54
000000248 KULSETH, MATT	225.68	225.68	225.68				13.99	3.27						208.42
000000253 LOOSBROCK, RICHARD	419.12	419.12	419.12				25.98	6.08						387.06
000000298 LOPEZ, NIKOLAS	80.60	80.60	80.60				5.00	1.17						74.43
000000290 MCCAHERTY, ALEX	290.16	290.16	290.16		15.52		17.99	4.21						252.44
000000275 MORSE, PAUL	402.46	402.46	402.46				24.95	5.84						371.67
000000296 NEUBAUER, MITCHELL	330.46	330.46	330.46				20.49	4.79						305.18
000000223 PASZKIEWICZ, JOHN	209.28	209.28	209.28				12.98	3.03						193.27
000000277 REWERTS, ANTHONY	1,787.98	1,787.98	1,787.98	130.68			110.86	25.93						1,520.51
000000241 RHEA, CHRISTOPHER	338.52	338.52	338.52				20.99	4.91						312.62
000000232 RIOUX, SHAUN	32.24	32.24	32.24				2.00	0.47						29.77
000000190 ROTHSTEIN, DAVID J.	80.60	80.60	80.60				5.00	1.17						74.43
000000222 SMILEY, MATTHEW	480.74	480.74	480.74				29.81	6.97						443.96
000000212 SPINKS, SCOTT D.	1,084.96	1,084.96	1,084.96				67.27	15.73						1,001.96
000000276 STRAKA, AMANDA	1,178.40	1,178.40	1,178.40	100.00			73.06	17.09						988.25
000000282 SWEARINGEN, LANCE	290.16	290.16	290.16				17.99	4.21						267.96
000000280 VASINA, VERONICA	466.80	466.80	466.80				28.94	6.77						431.09
000000240 VEACH, BENJAMIN	319.54	319.54	319.54				19.81	4.63						295.10
000000297 WARNER, SIMONE	266.80	266.80	266.80				16.54	3.87						246.39

LONG LAKE, MN

Payroll Summary

Pay Group: 02 Fire Department
Check Date: 3/10/2025 per. 3

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000118 WOYCHICK, TED J.	743.23	743.23	743.23	60.00	25.00		46.08	10.78						601.37

941 Deposit

Federal Tax	$292.13
Medicare	$394.58
Social Security	$1,686.98
Advanced EIC	None
Total Deposit	$2,373.69

Pay Summary

Gross	13,604.54
Federal Gross	13,604.54
State Gross	13,604.54
FICA Gross	13,604.54

Tax Summary

Federal Tax	292.13	
State Tax	40.52	
Local Tax		
FICA Ded/Ben	843.49	843.49
Medicare Ded/Ben	197.29	197.29

Others

Retirement	
Tax-Sheltered	
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	12,231.11

LONG LAKE, MN

Payroll Summary

Pay Group: 06 City Council
Check Date: 3/6/2025 per. 3

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000219 DYVIK, JAHN	250.00	250.00	250.00				15.50	3.63						230.87
000000264 FELDMANN, MICHAEL	250.00	250.00	250.00				15.50	3.63						230.87
000000247 KVALE, DEIRDRE	250.00	250.00	250.00				15.50	3.63						230.87
000000246 MINER, CHARLES	300.00	300.00	300.00				18.60	4.35						277.05
000000299 NEWCOMER, TODD	250.00	250.00	250.00				15.50	3.63						230.87

941 Deposit

Federal Tax	None
Medicare	$37.74
Social Security	$161.20
Advanced EIC	None
Total Deposit	$198.94

Pay Summary

Gross	1,300.00
Federal Gross	1,300.00
State Gross	1,300.00
FICA Gross	1,300.00

Tax Summary

Federal Tax		
State Tax		
Local Tax		
FICA Ded/Ben	80.60	80.60
Medicare Ded/Ben	18.87	18.87

Others

Retirement	
Tax-Sheltered	
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	1,200.53

LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly
Check Date: 3/6/2025 per. 5

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000287 DECKER JR, MICHAEL	2,756.95	2,578.31	2,578.31	244.69	118.06		170.88	39.97	177.90	0.74				2,004.71
000000243 DIERCKS, SEAN	4,086.05	3,821.76	3,821.76	591.02	202.62		253.34	59.25	264.29					2,715.53
000000295 FAHRMAN, MATTHEW	2,324.80	1,859.29	1,859.29	125.85	37.95		124.56	29.13	149.81	315.70				1,541.80
000000286 HEILAND, MICHAEL	5,083.13	4,556.51	4,556.51	466.51	205.09			73.71	526.62					3,811.20
000000292 MACKEY, NOAH	2,324.80	2,174.99	2,174.99	182.59	90.64		144.14	33.71	149.81					1,723.91
000000091 MOELLER, JEANETTE	3,292.45	2,899.93	2,899.93	230.88	82.92		193.06	45.15	214.01	178.51				2,347.92
000000252 NOWEZKI, AMANDA	3,345.76	3,048.17	3,048.17	348.06	169.16		207.44	48.51	297.59					2,275.00
000000214 WESKE, SCOTT	5,055.39	4,740.14	4,740.14	809.65	265.59		313.06	73.22	309.22	6.03				3,278.62

941 Deposit		**Pay Summary**		**Tax Summary**			**Others**	
Federal Tax	$2,999.25	Gross	28,269.33	Federal Tax	2,999.25		Retirement	2,089.25
Medicare	$805.30	Federal Gross	25,679.10	State Tax	1,172.03		Tax-Sheltered	500.98
Social Security	$2,812.96	State Gross	25,679.10	Local Tax			Voluntary	
Advanced EIC	None	FICA Gross	22,685.22	FICA Ded/Ben	1,406.48	1,406.48	Tips	0.00
Total Deposit	$6,617.51			Medicare Ded/Ben	402.65	402.65	Reimbursement	0.00
							Net	19,698.69

City Council Agenda Report

City of Long Lake
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

CITY OF LONG LAKE

MEETING DATE / March 18, 2025

SUBJECT:	Accept the Resignation of a Firefighter From the Long Lake Fire Department	
Prepared By:	Mike Heiland, Fire Chief	**Report Date:** 2/26/2025

Recommended City Council Action

Staff recommends the following:

Motion to accept the resignation of firefighter Juan Carlos Morales from the Long Lake Fire Department.

Overview / Background

Firefighter Morales has submitted a letter to Fire Chief Heiland informing him of his intent to resign from the Long Lake Fire Department, effective Friday, March 7th 2025. JC joined the Department on April 16th, 2024. We sincerely appreciate his year of dedicated service to our community. His letter of resignation is attached for formal acceptance by the City Council.

Supporting Information

- Resignation letter from JC Morales

JC Morales
Excelsior, MN
jc.morales@longlakefire.org
February 20th. 2025
Long Lake Fire Department

Dear Chief Heiland,

I am writing to inform you of my resignation from my position as a probationary Firefighter at Long Lake Fire Department. My last day will be on March 7th 2025. Due to moving out of the district. I am grateful for the opportunities for growth and experience I've gained during my time here. I appreciate your support and guidance.
Please let me know how I can assist with the transition process. I wish you and the company continued success in the future.

Sincerely,
JC Morales

City Council Agenda Report

City of Long Lake
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

CITY OF LONG LAKE

MEETING DATE / March 18, 2025

SUBJECT:	Approve a Six-Month Probationary Status Extension for Public Works Maintenance Worker I Noah Mackey	
Prepared By:	Sean Diercks, Public Works Director	**Report Date:** 3/11/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve a six-month probationary status extension for Public Works Maintenance Worker I Noah Mackey to allow continued employee development, an extended opportunity to secure required licensure and certification, and to further assess the employee's qualifications and performance of required position responsibilities.

Overview / Background

An interview panel comprised of City Administrator Weske, Public Works Director Diercks, and Public Works Lead Laakkonen met in February 2024 to interview candidate Noah Mackey for a full time Public Works Maintenance Worker I position. The interview process included a question and answer period to assess skills and experience applicable to Public Works functions, followed by an assessment consisting of limited dump truck and equipment operation. Upon the post-interview discussion, the interview panel agreed to extend a conditional offer of employment to Mr. Mackey. An offer letter was extended to and accepted by Mr. Mackey, contingent upon completion of a successful background check, and City Council approval.

Mr. Mackey completed the first six months of probationary status with a satisfactory review on August 27, 2024, and received a salary adjustment at that time. It was communicated during his six-month review that the next six months of his employment would focus on certification training and successfully passing exams for both water and sewer. The prerequisite for both the MDH drinking water treatment certification and MPCA sewer collection license requires one year of service prior to taking each exam. The certification and licensure are requirements of Maintenance Worker I position, in order to meet the essential job functions.

At the end of November 2024, the MPCA sponsored two days (12 hours) of training and an S/D collections exam prep/review class in Bloomington conducted by certified MPCA instructors. Mr. Mackey attended these programs.

On February 25, 2025, Mr. Mackey attended a one day (6 hours) training and exam prep/review for a class D drinking water certification held in Big Lake, MN and conducted by certified instructors from the Minnesota Rural Water Association (MRWA). Subsequently, on March 4, 5, and 6, he also attended the 41st annual technical conference sponsored by the MRWA for three days (16 hours) of training and class D drinking water exam prep/review conducted by certified instructors. On March 6, 2025 Mr. Mackey took the class D drinking water exam, and his testing results are still pending as of the time of this report.

On April 17, Mr. Mackey is tentatively scheduled to take the S/D sewer collection exam sponsored by the MPCA in St. Cloud, MN.

The probationary status extension requested will provide an expanded opportunity for Mr. Mackey to secure the requisite certification and licensure required for the position and allow supervisory staff to fully determine if Mr. Mackey will have the abilities and skills necessary to remain in the position; and to evaluate whether any classification change or compensation adjustment is warranted.

Supporting Information

- Personnel Action Form enacting a six-month probationary status extension for Public Works Maintenance Worker I, Noah Mackey

Personnel Action Form

City of Long Lake
450 Virginia Avenue
PO Box 606
Long Lake, MN 55356
Phone: (952) 473-6961

CITY OF LONG LAKE

Employee Information / Personnel Action

Employee's Name: Noah Mackey Department: Public Works

1. Type of Action: _____ Appointment - [ ] Probationary [ ] Seasonal / Temporary

✔ Personnel Action - [✔] Performance Evaluation [ ] Disciplinary

Status: [✔] Regular Full Time [ ] Regular Part Time [ ] Seasonal Employee

Benefits: [✔] Full – Health, Life, Dental Insurance, etc.
[ ] Partial – Prorated Sick / Vacation Leave
[ ] None

Exempt From PERA? [✔] No [ ] Yes (if yes, see reverse side)

Other Actions (Not Appointments) –

____COLA Increase	____Merit Pay	____Resignation	____Reclassification
____Step Increase	____Promotion	____Retirement	✔ Other Extension of Probationary Period
____Transfer	____Dismissal	____Suspension	

	PRESENT STATUS	PROPOSED STATUS
2. Position Classification (Title)	PW Maintenance Worker I	(Unchanged)
3. Salary Step	No Changes to Salary/Wages - 6-Month Extension of Probationary Period Only, Pending Further Evaluation	
4. Wage (or Bonus)		

5. Reason for Action Mr. Mackey's continued employment as a PW Maintenance Worker is contingent upon obtaining both a class "D" drinking water treatment license issued by the MN Department of Health, and a "SD" sanitary sewer collections license issued by the MPCA, required within 18 to 24 months of his employment anniversary date. Mr. Mackey took his water treatment license exam on Thursday, 3/6/2025 (results unknown), and has not yet taken a sanitary sewer collections license exam.

6. Effective Date 3/4/2025 (1-Year Anniversary)

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7. SIGNATURES

[signature] Date: 3-12-2025
STAFF SIGNATURE

[signature] Date: 3-12-2025
DEPARTMENT HEAD SIGNATURE

[signature] Date: 3-12-2025
CITY ADMINISTRATOR SIGNATURE

COPIES TO: ADMINISTRATOR / FINANCE OFFICER / EMPLOYEE
REVISED 01/02/2020

CITY OF LONG LAKE

City Council Agenda Report

City of Long Lake
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / March 18, 2025

SUBJECT: Temporary On Sale Liquor License Request for the PEO Chapter BW MN Organization to Host a 'Wine Tasting Celebration and Fundraiser' Event at Zvago Long Lake

Prepared By: Jeanette Moeller, City Clerk **Report Date:** 3/6/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve issuance of a 1 to 4 Day Temporary On Sale Liquor License for the PEO Chapter BW MN non-profit organization to allow the sale/service of alcoholic beverages during their 'Wine Tasting Celebration and Fundraiser' event at Zvago Long Lake on Saturday, April 5, 2025.

Overview / Background

The PEO Chapter BW MN non-profit organization, a local chapter of PEO (Philanthropic Educational Organization) International, has submitted an application for a 1 to 4 Day Temporary On Sale Liquor License to permit the sale/service of alcoholic beverages in the form of a wine tasting at a 'Wine Tasting Celebration and Fundraiser' event they will be hosting at Zvago Long Lake in their Homewood Farm community room. The event will be held on Saturday, April 5, 2025 from 4:00 pm to 7:00 pm and will feature a program and presentation entitled 'The Wines and Cultures of South America's Southern Cone'.

Staff recommends approval of the temporary liquor license as requested.

Supporting Information

- Application for 1 to 4 Day Temporary On Sale Liquor License form
- PEO Chapter BW MN 'Wine Tasting Celebration and Fundraiser' event flyer

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date of organization	Tax exempt number
PEO Chapter BW MN (local Chapter of PEO International)	April 5, 1940	41-6080334

Organization Address (No PO Boxes)	City	State	Zip Code
No official location or address	Wayzata	MN	

Name of person making application	Business phone	Home phone
Donna Larson, Event Chair, donna2857.Larson@gmail.com		612 636 5508

Date(s) of event: 4/5/2025

Type of organization: ☐ Microdistillery ☐ Small Brewer ☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit

Organization officer's name	City	State	Zip Code
Deb Lumendahl, Vice President	Hopkins	MN	55343
Lynda Sleeper, Treasurer	Wayzata	MN	55391
Jenny Wilder, President	Wayzata	MN	55391

Location where permit will be used. If an outdoor area, describe.
: Zvago Homewood Room
1948 W. Wayzata Blvd., Long Lake, MN

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Three wines will be presented by Rico Paul Vallejos with a small pour tasting of each. The event will include appetizers and a fund-raising component for scholarship projects. There is a fee to attend the event. No alcohol is for sale at the event.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Does not have

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license: CITY OF LONG LAKE

Date Approved:

Fee Amount: $25.00

Permit Date: 4/5/2025

Event in conjunction with a community festival ☐ Yes ☒ No

City or County E-mail Address: jmoeller@longlakemn.gov

Current population of city: 1,741

Please Print Name of City Clerk or County Official: Jeanette Moeller, City Clerk

Signature City Clerk or County Official: JMoeller

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. *E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US*

*****CHAPTER BW….85TH ANNIVERSARY*****

Wine Tasting Celebration and Fundraiser

April 5th 4:00-7:00

Program: A presentation by Rico Paul Vallejos
The Wines and Cultures of South America's Southern Cone

Taste wines from Argentina, Chile, and Uruguay.
Heavy Appetizes and Special Birthday Cake for Chapter BW 85th
Non alcoholic beverages provided
Also includes a raffle basket to support the PEO Projects.

Registration: $35.00 RSVP Deadline March 26th
Bring your spouse, partner and friends to support our event.

Location: Zvago Homewood Room
1948 W. Wayzata Blvd., Long Lake, MN
Please do not park in the bank parking lot. Parking available in the strip mall lots.

Name(s) **Amount**

…………………………………………………………………………………………………….Total

Mail checks to: Sandy Werts 16405 4th Ave N. Plymouth MN 55447 (612-741-5903)
swerts.cprp@att.net (checks payable: PEO Chpt BW)

CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / March 18, 2025

SUBJECT:	Receive and Accept the 2024 Audited Financial Report	
Prepared By:	Amanda Nowezki, Finance Director	**Report Date:** 3/5/2025

Recommended City Council Action

Staff recommends the following:

Motion to receive and accept the Executive Governance Summary and Annual Financial Report for the year ended December 31, 2024 issued by the City's external auditors, Abdo LLP.

Overview / Background

The City of Long Lake contracted with Abdo LLP, a CPA firm, to conduct an external audit of the City's 2024 financial activities, to assist in the preparation of the financial statements in a GASB format, and to render an opinion on the audit results.

AEM completed the audit fieldwork in early February and observations from the audit report include an unmodified "clean opinion". The year-end General Fund balance was $1,002,820 which is an increase of $10,857 from 2023 (page 40).

The Water Utility posted a net decrease of $94,138 in cash and cash equivalents, as expected per the budget. The Sewer Utility posted a net increase of $237,841 in cash and cash equivalents due primarily to the implementation of the MCES Sewer Treatment fee; the Surface Water Utility increased $38,539; and the Recycling Fund increased $29,615 (page 47).

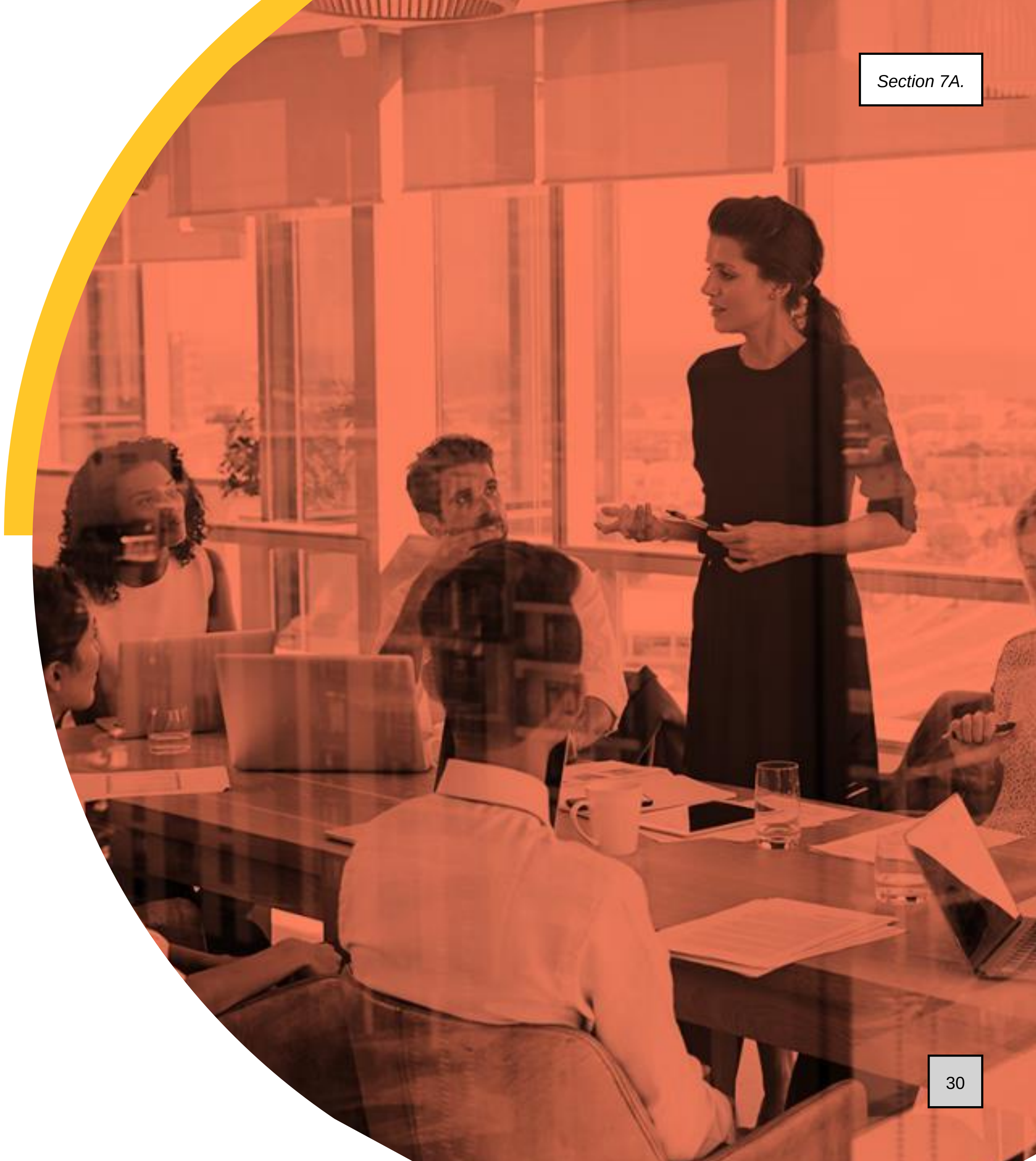
Andy Berg, Audit Partner, will be present to provide the City Council with a more detailed overview of the audit report as well as respond to any specific questions the City Council may have.

Supporting Information

- Financial Audit Presentation
- Executive Governance Summary
- Annual Financial Report
  Note: For a paper copy of the full Annual Financial Report audit document, please contact the City Clerk. The audit will be available for public viewing on the City's website following City Council approval.

Abdo

Lighting the path forward



City of Long Lake

2024 Financial Statement Audit

Introduction

- Audit Results
- General Fund
- Other Governmental Funds
- Enterprise Funds
- Key Performance Indicators

Audit Results

Auditor's Opinion

Unmodified Opinion

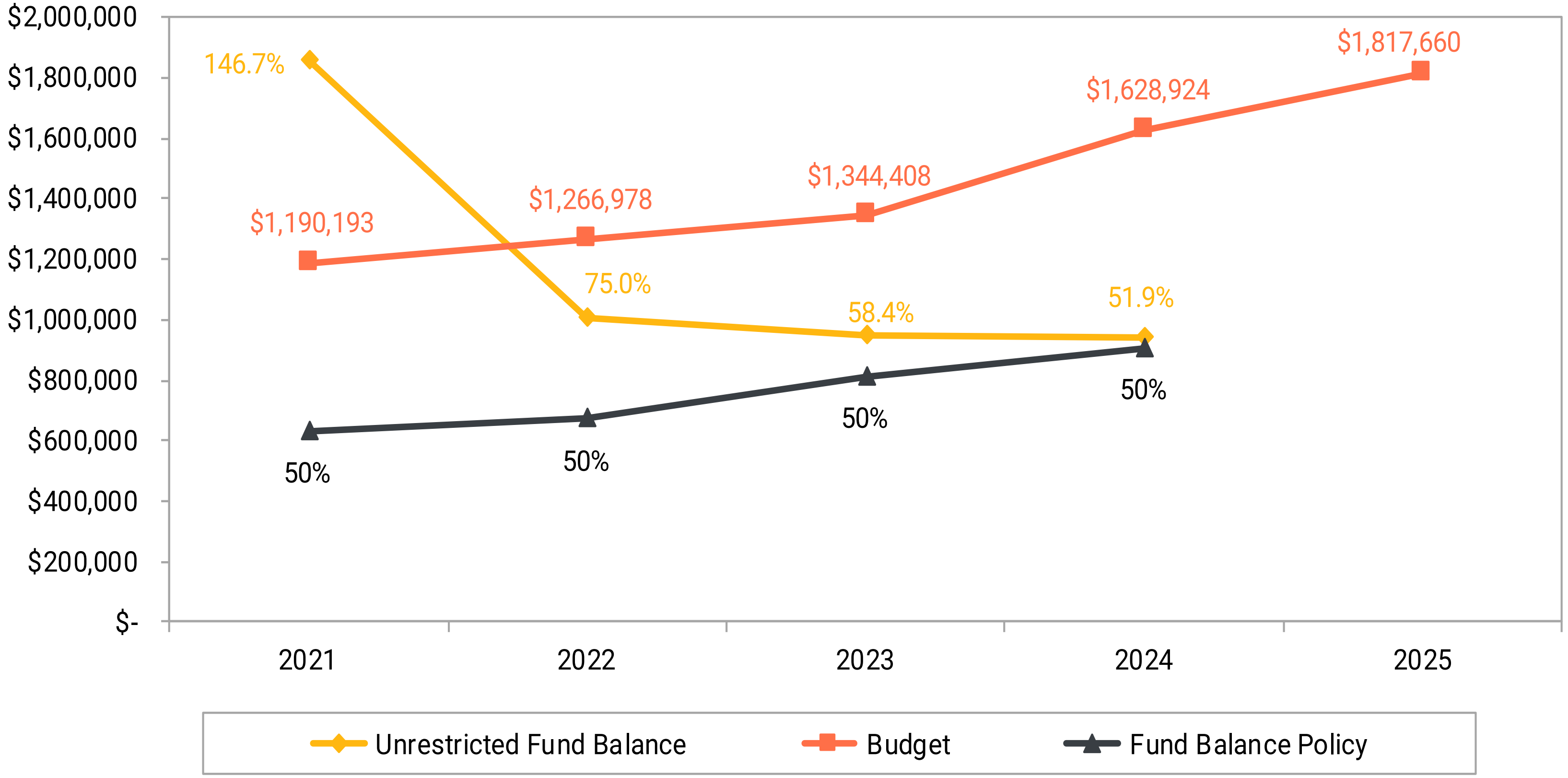
Minnesota Legal Compliance

No Instances of Noncompliance

Audit Results
2024 Audit Findings

- Preparation of Financial Statements
  - Internal Control Finding
- Limited Segregation of Duties
  - Internal Control Finding

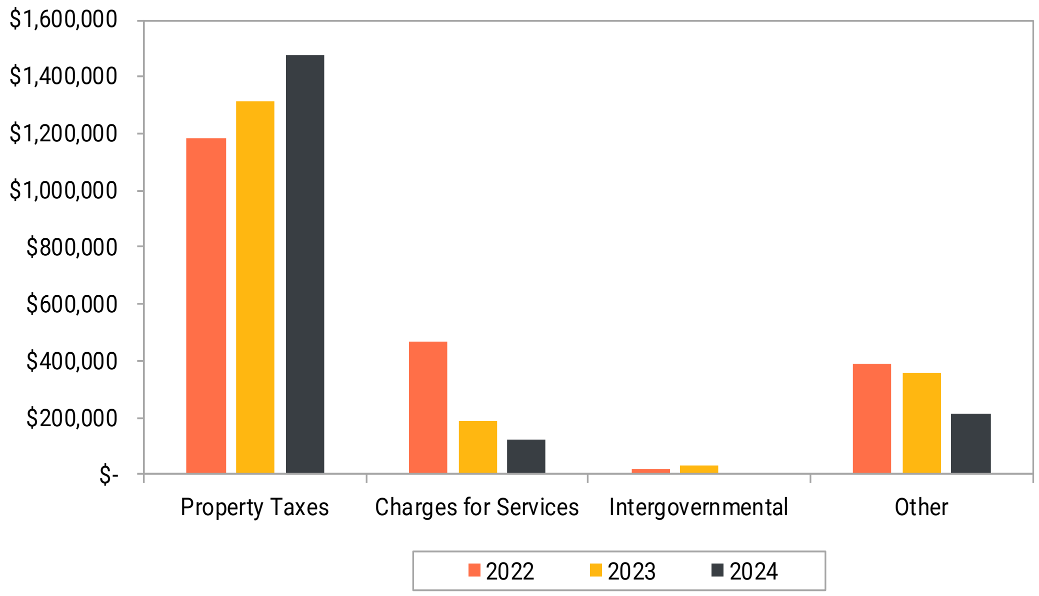
General Fund–Fund Balances

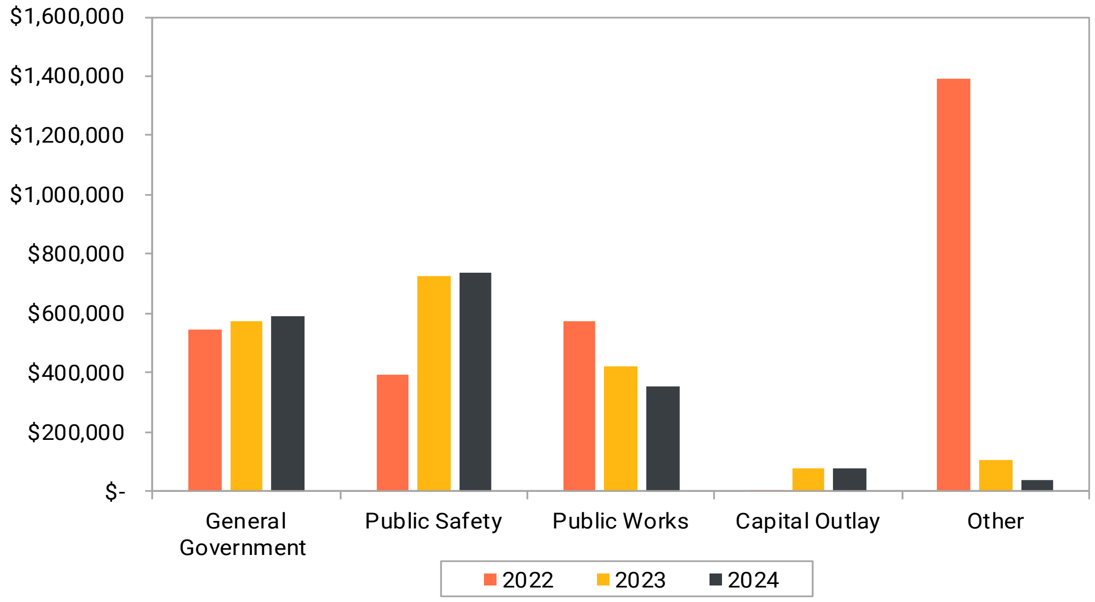


General Fund Budget to Actual

	Final Budgeted Amounts	Actual Amounts	Variance with Final Budget
Revenues	$ 1,652,993	$ 1,816,896	$ 163,903
Expenditures	1,628,924	1,798,726	(169,802)
Excess (Deficiency) of Revenues Over (Under) Expenditures	24,069	18,170	(5,899)
Other Financing Sources (Uses)			
Transfers out	-	(7,313)	(7,313)
Net Change in Fund Balances	24,069	10,857	(13,212)
Fund Balances, January 1	991,963	991,963	-
Fund Balances, December 31	$ 1,016,032	$ 1,002,820	$ (13,212)

General Fund Revenues and Expenditures by Type





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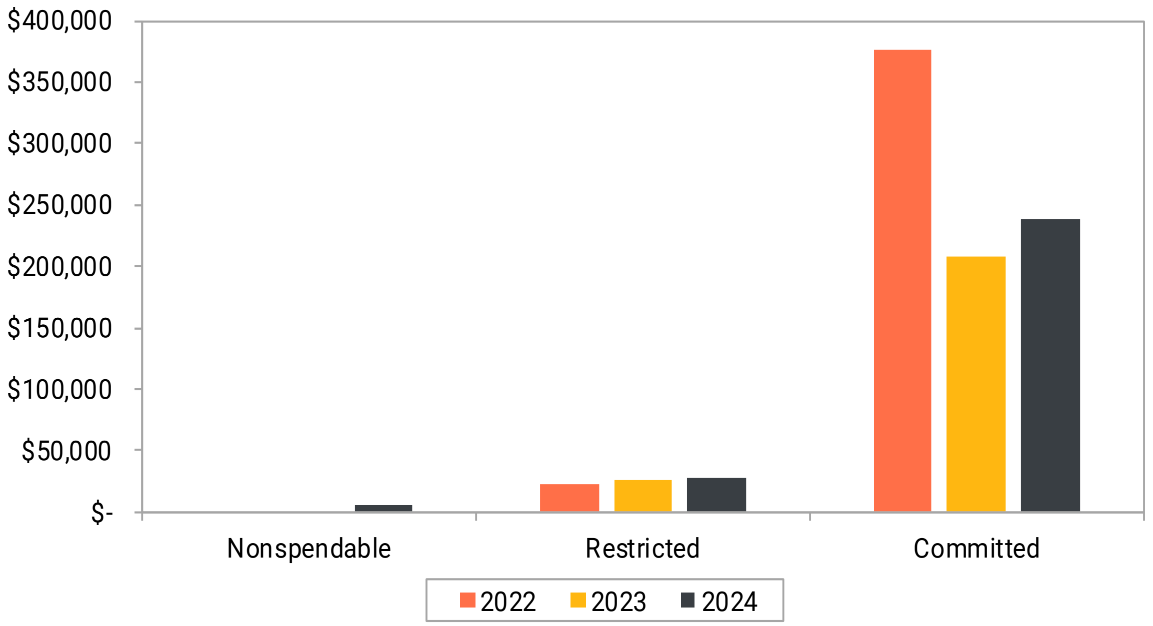
Special Revenue Fund Balances

Fund	Fund Balances, December 31, 2024	Fund Balances, December 31, 2023	Increase (Decrease)
Major			
Fire Department	$ 159,596	$ 125,223	$ 34,373
Nonmajor			
Economic Development Authority	78,916	77,349	1,567
Long Lake Carp Management	5,382	5,127	255
Charitable Donation Collections	27,741	26,282	1,459
Total	$ 271,635	$ 233,981	$ 37,654



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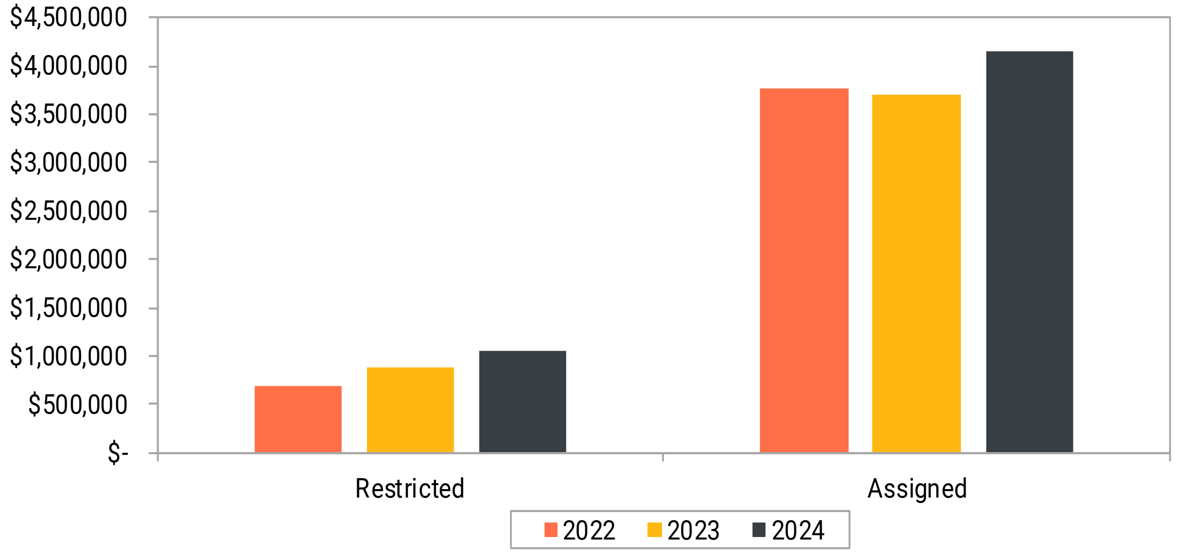
Fire Department Fund Budget to Actual

	Final Budgeted Amounts	Actual Amounts	Variance with Final Budget
Revenues	$ 1,005,644	$ 1,080,936	$ 75,292
Expenditures	979,735	1,046,563	(66,828)
Net Change in Fund Balances	25,909	34,373	8,464
Fund Balances, January 1	-	125,223	125,223
Fund Balances, December 31	$ 25,909	$ 159,596	$ 133,687

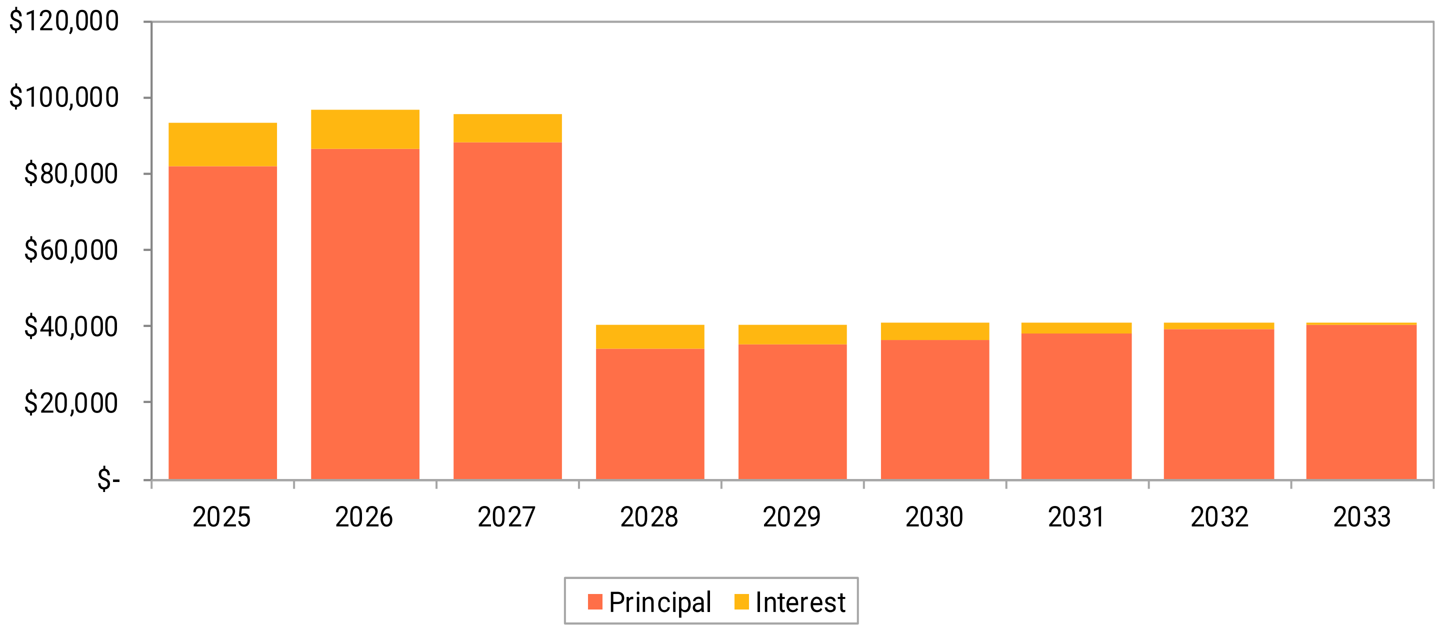
Capital Projects Fund Balances

Fund	Fund Balances, December 31, 2024	Fund Balances, December 31, 2023	Increase (Decrease)
Major			
Capital Project	$ 3,602,544	$ 3,431,025	$ 171,519
TIF 1-6	945,524	752,909	192,615
Pavement Management Improvement	398,233	72,041	326,192
Nonmajor			
TIF 1-9	12,469	1,037	11,432
Fire Capital	157,134	244,790	(87,656)
Park	92,647	88,230	4,417
Total	$ 5,208,551	$ 4,590,032	$ 618,519



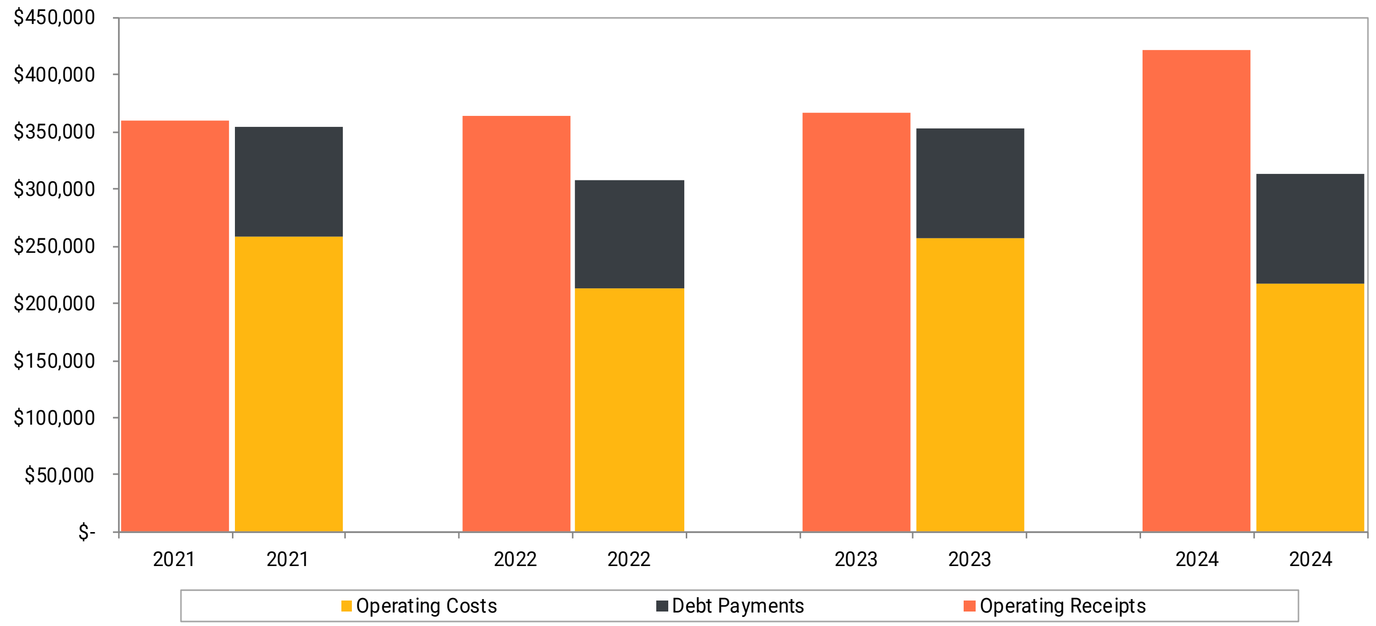
Debt Service Funds

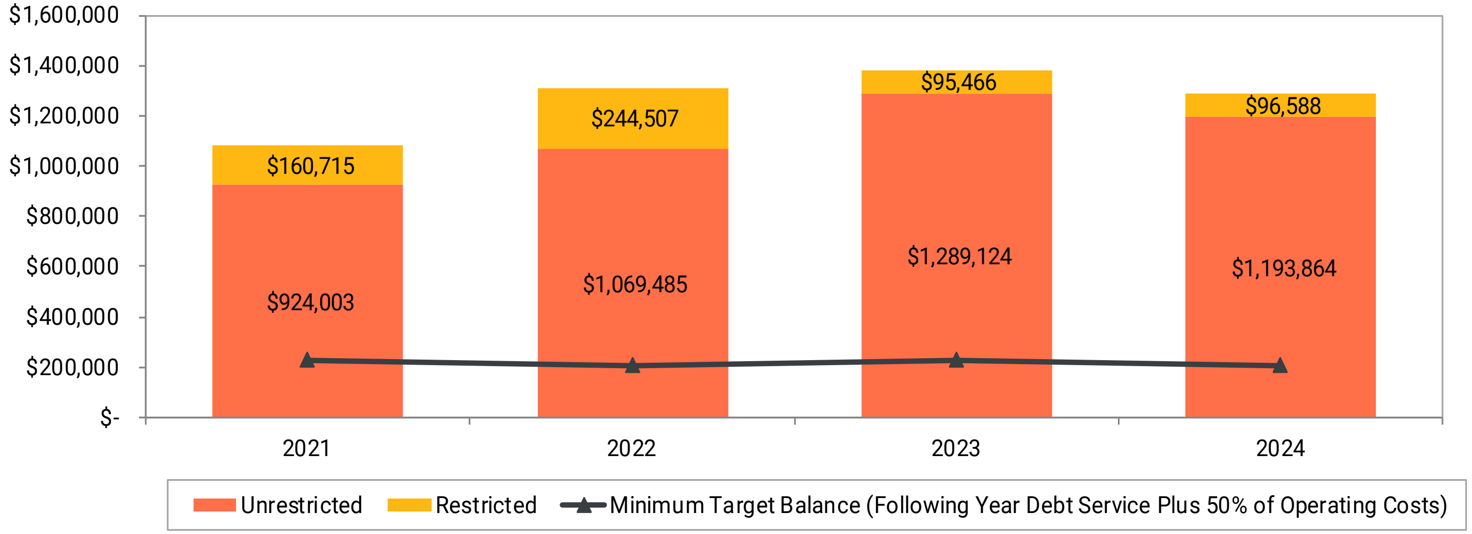
Debt Description	December 31, 2024 Total Cash	Total Assets	Bonds Outstanding	Final Maturity Date
2016A Improvement Bonds	$ 76,906	$ 94,199	$ 160,000	2027
2017A GO Improvement Bonds	36,809	36,809	320,950	2033
Total	$ 113,715	$ 131,008	$ 480,950	



Water Fund

Cash Flows from Operations and Cash Balances





Water Fund

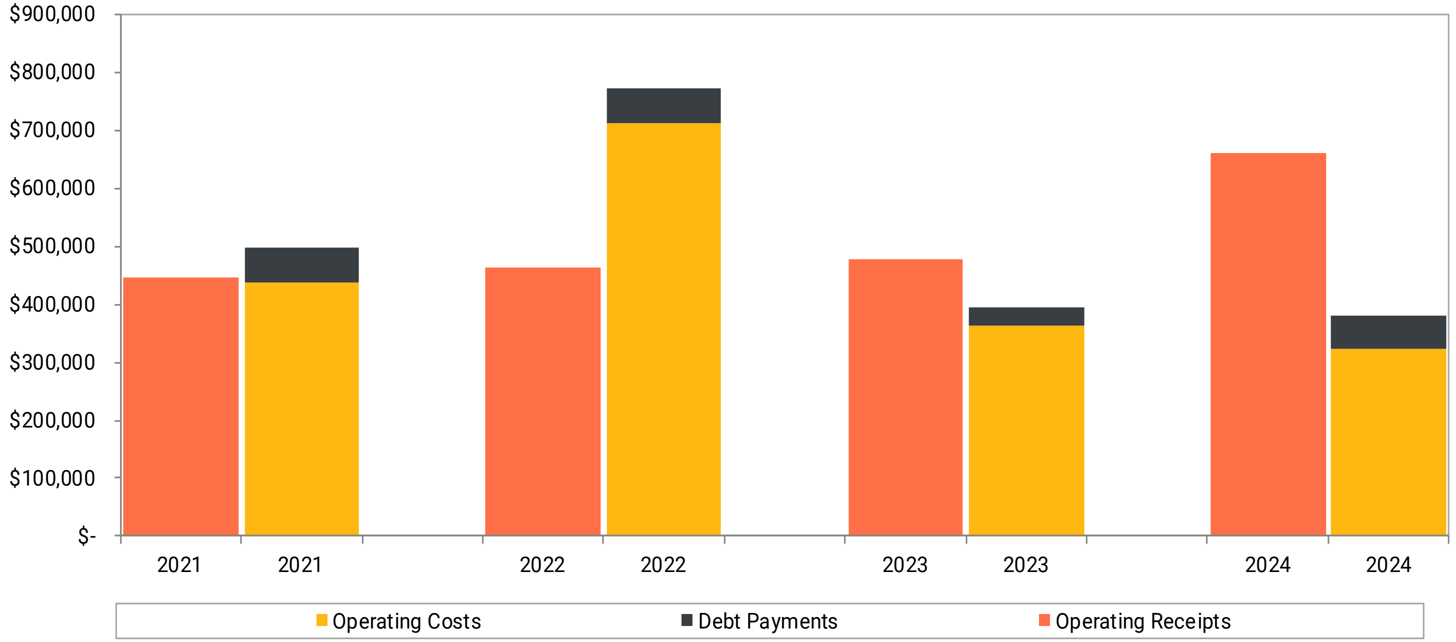
Cash Flow Budget to Actual

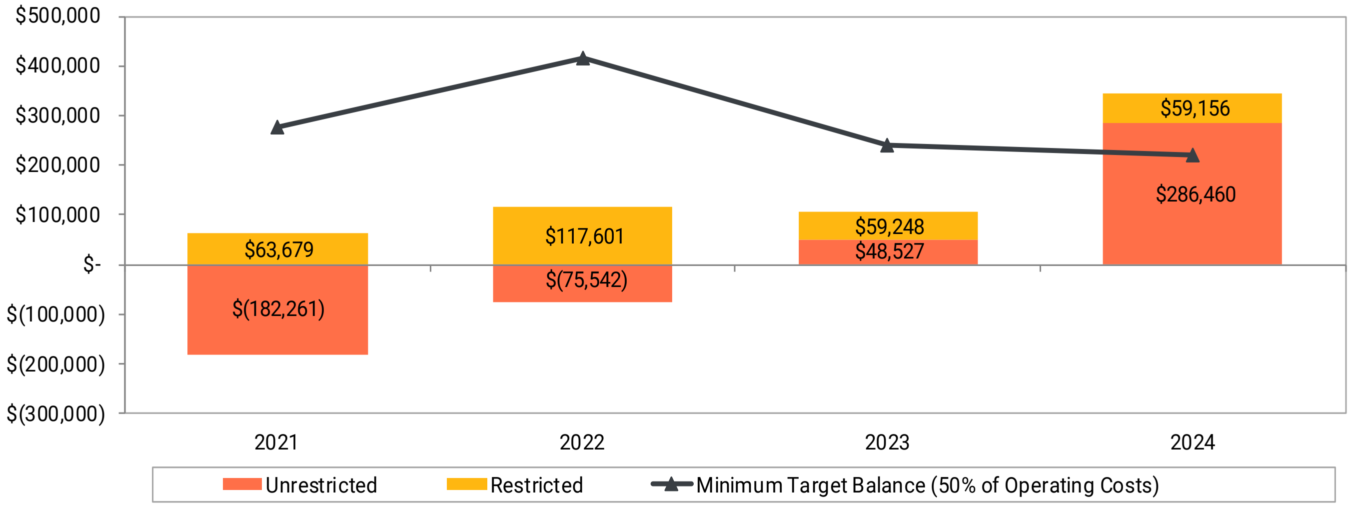
	Final Budgeted Amounts	Actual Amounts	Variance with Final Budget
Operating Receipts	$ 372,000	$ 421,258	$ 49,258
Operating Disbursements	310,347	216,831	93,516
Net Cash Provided by Operating Activities	61,653	204,427	142,774
Net Cash Used by Capital, Financing and Investing Activities	(125,000)	(298,565)	173,565
Net In crease (Decrease) in Cash and Cash Equivalents	(63,347)	(94,138)	30,791
Cash and Cash Equivalents, January 1	1,384,590	1,384,590	-
Cash and Cash Equivalents, December 31	$ 1,321,243	$ 1,290,452	$ 30,791

Sewer Fund

Cash Flows from Operations and Cash Balances

Note – $47,548 was paid to Met Council in 2020 for 2019 expenses





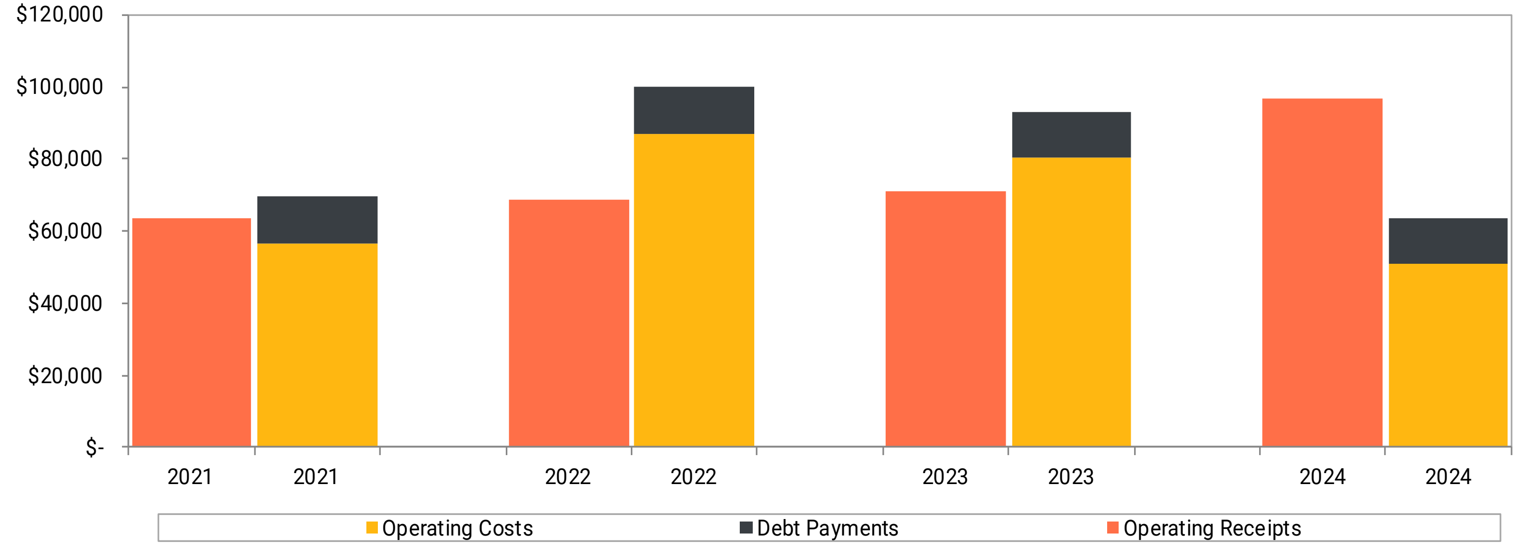
Sewer Fund

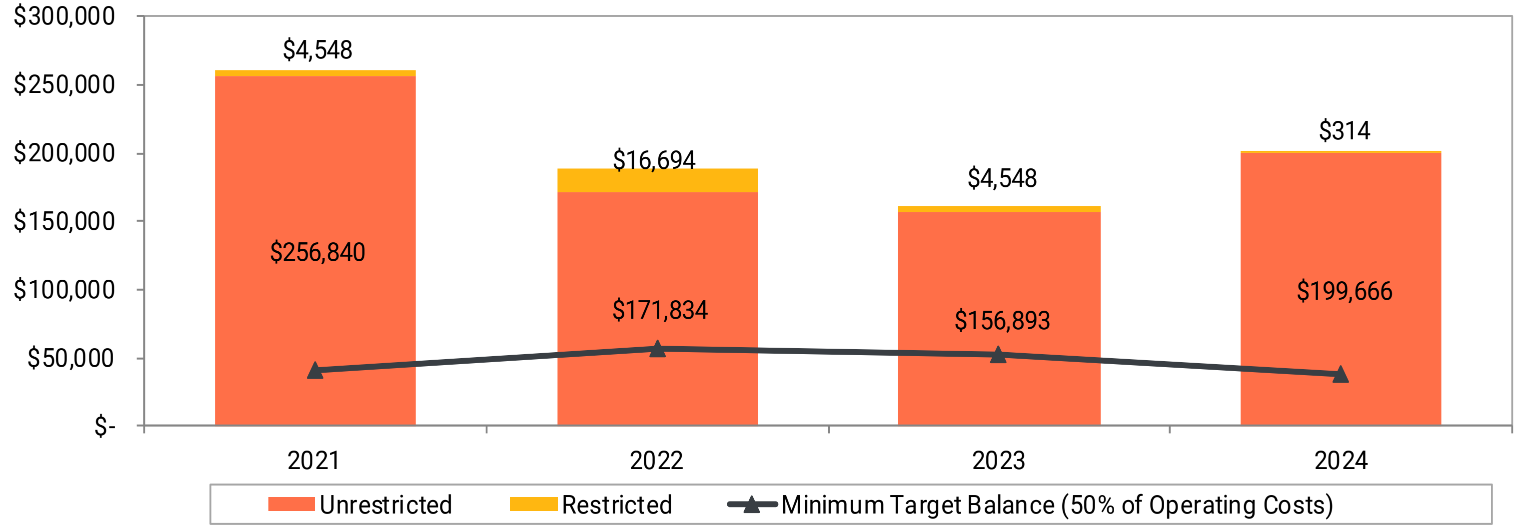
Cash Flow Budget to Actual

	Final Budgeted Amounts	Actual Amounts	Variance with Final Budget
Operating Receipts	$ 530,000	$ 659,829	$ 129,829
Operating Disbursements	456,398	322,740	133,658
Net Cash Provided by Operating Activities	73,602	337,089	263,487
Net Cash Provided by Capital and Related Financing Activities	-	(110,447)	110,447
Cash Flows from Investing Activities	-	11,199	-
Net Increase (Decrease) in Cash and Cash Equivalents	-	237,841	-
Cash and Cash Equivalents, January 1	107,775	107,775	-
Cash and Cash Equivalents, December 31	$ 107,775	$ 345,616	$ (237,841)

Surface Water Fund

Cash Flows from Operations and Cash Balances





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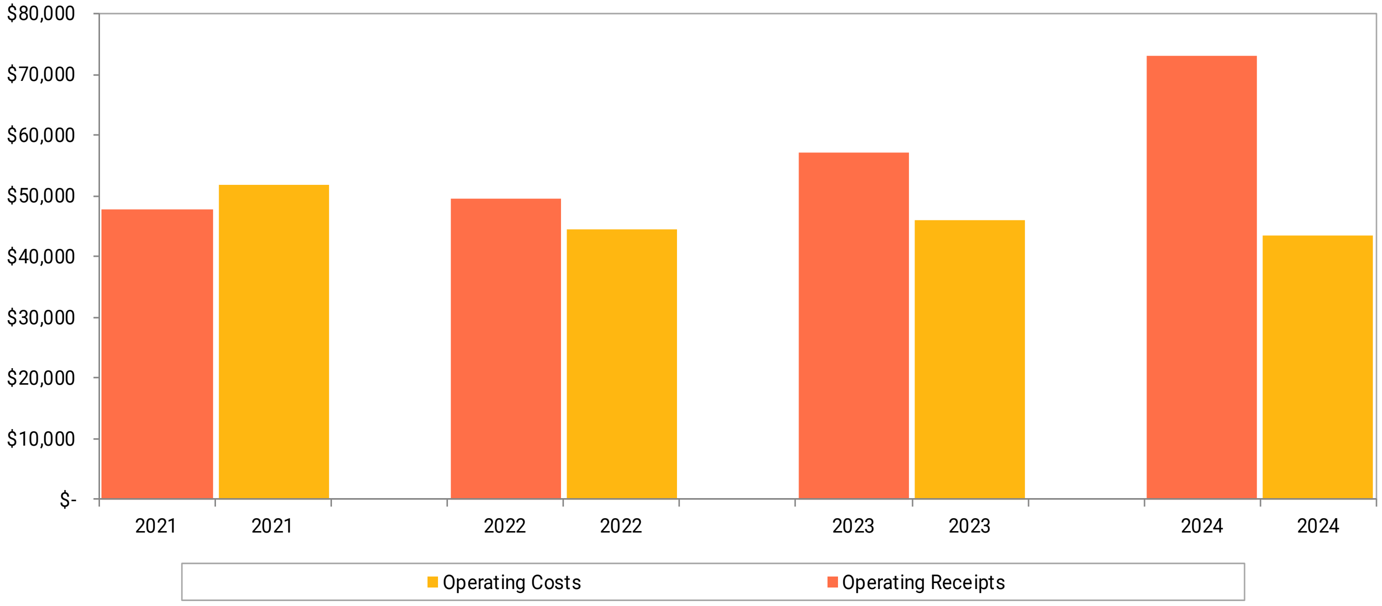
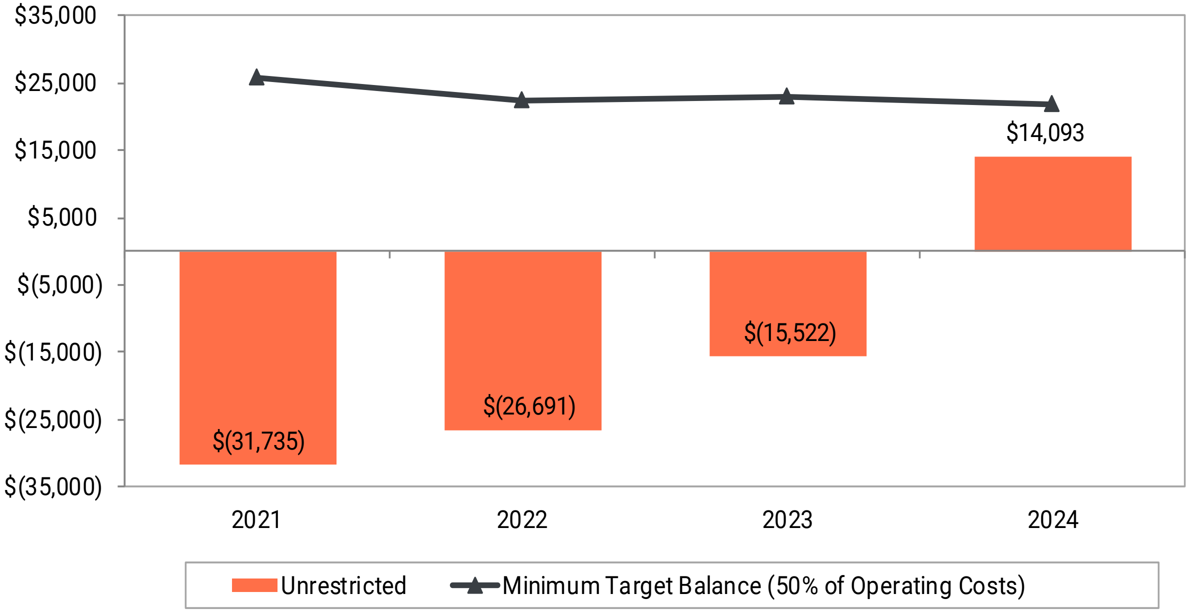
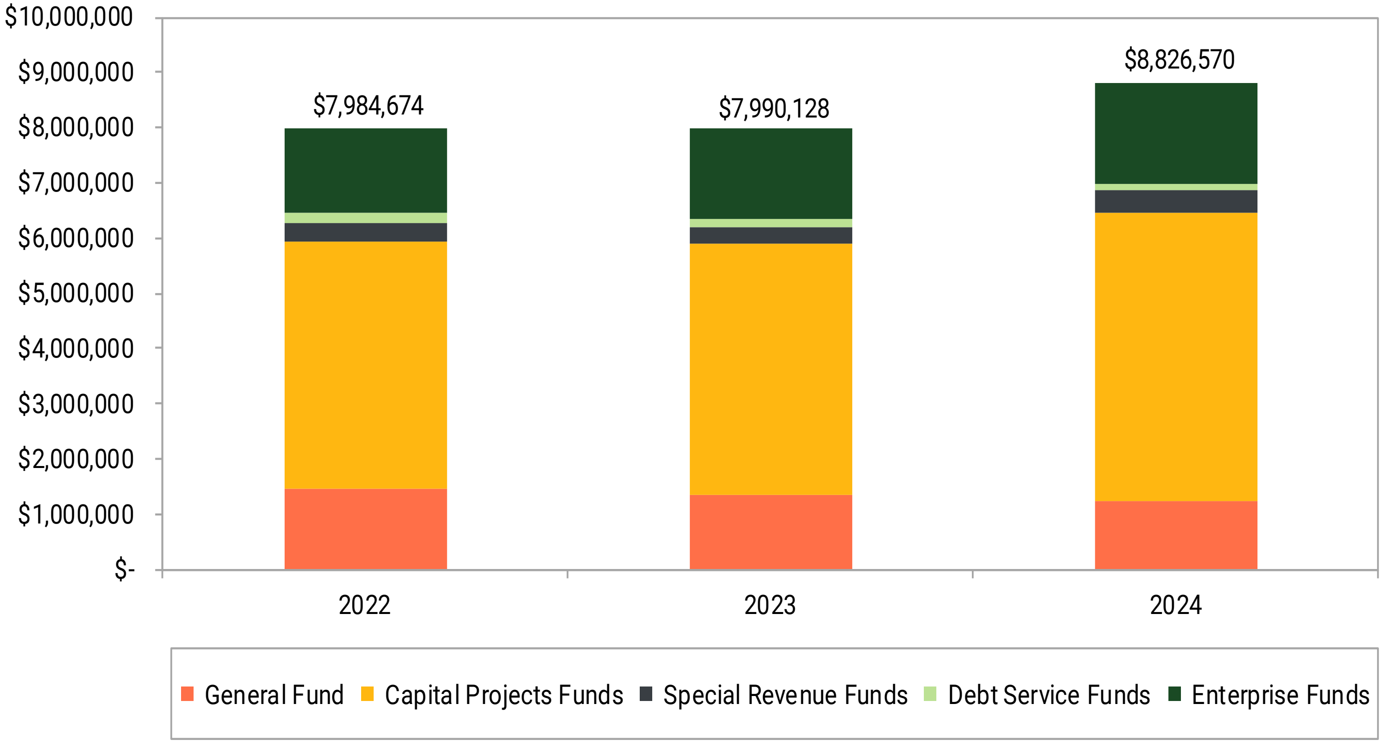
Recycling Fund

Cash Flows from Operations and Cash Balances



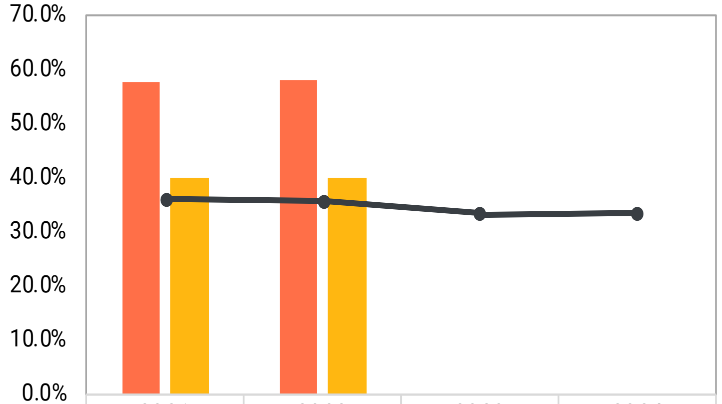


Cash and Investments Balances by Fund Type



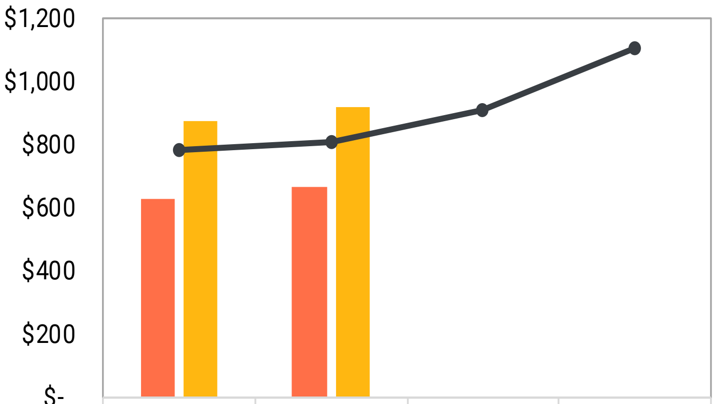
Taxes
Key Performance Indicators

Tax Rates



	2021	2022	2023	2024
Class 4 Cities	57.6%	58.1%	N/A	N/A
Cities in Hennepin County	40.1%	40.1%	N/A	N/A
City of Long Lake	36.1%	35.9%	33.4%	33.7%

Taxes Per Capita

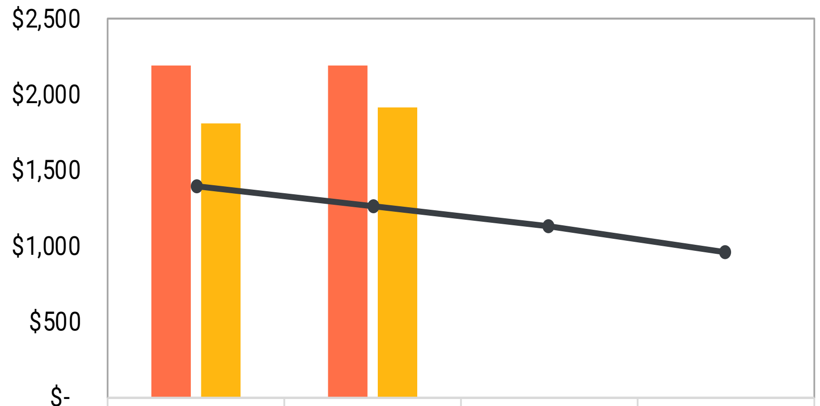


	2021	2022	2023	2024
Class 4 Cities	$630	$664	N/A	N/A
Cities in Hennepin County	$878	$918	N/A	N/A
City of Long Lake	$785	$806	$910	$1,109

Debt

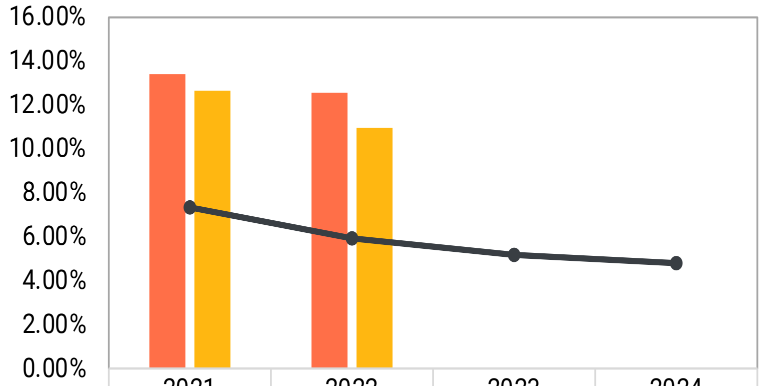
Key Performance Indicators

Long Term Debt Per Capita



	2021	2022	2023	2024
Class 4 Cities	$2,198	$2,195	N/A	N/A
Cities in Hennepin County	$1,817	$1,914	N/A	N/A
City of Long Lake	$1,400	$1,257	$1,128	$961

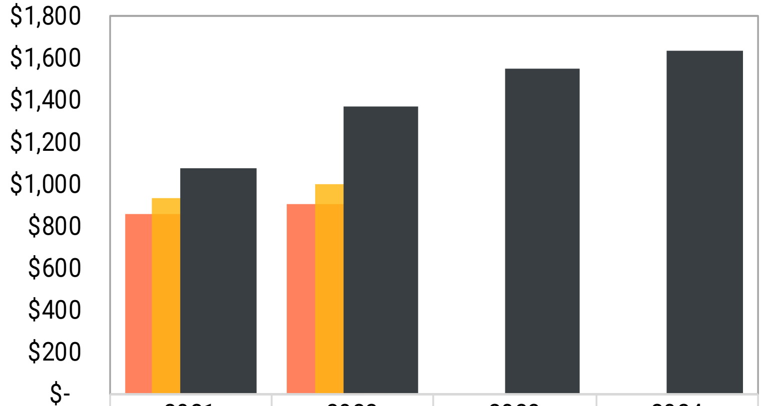
Debt Service Expenditures as a Percent of Current Expenditures



	2021	2022	2023	2024
Class 4 Cities	13.38%	12.54%	N/A	N/A
Cities in Hennepin County	12.62%	10.93%	N/A	N/A
City of Long Lake	7.33%	5.85%	5.10%	4.78%

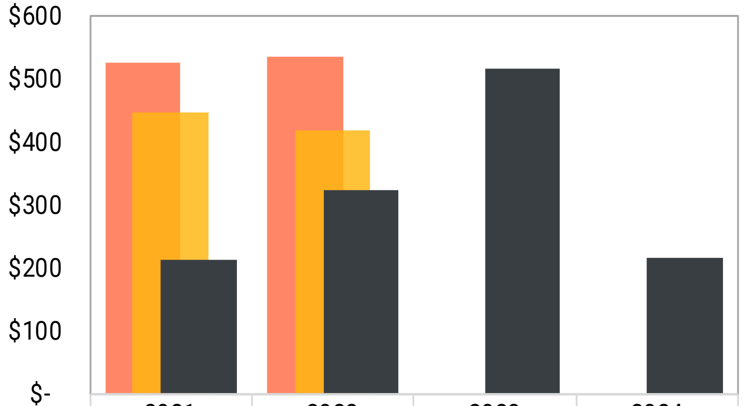
Expenditures
Key Performance Indicators

Current Expenditures Per Capita



	2021	2022	2023	2024
Class 4 Cities	$856	$901	N/A	N/A
Cities in Hennepin County	$929	$995	N/A	N/A
City of Long Lake	$1,079	$1,370	$1,548	$1,634

Capital Expenditures Per Capita



	2021	2022	2023	2024
Class 4 Cities	$527	$536	N/A	N/A
Cities in Hennepin County	$447	$419	N/A	N/A
City of Long Lake	$213	$323	$517	$216

Your Abdo Team

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Intern

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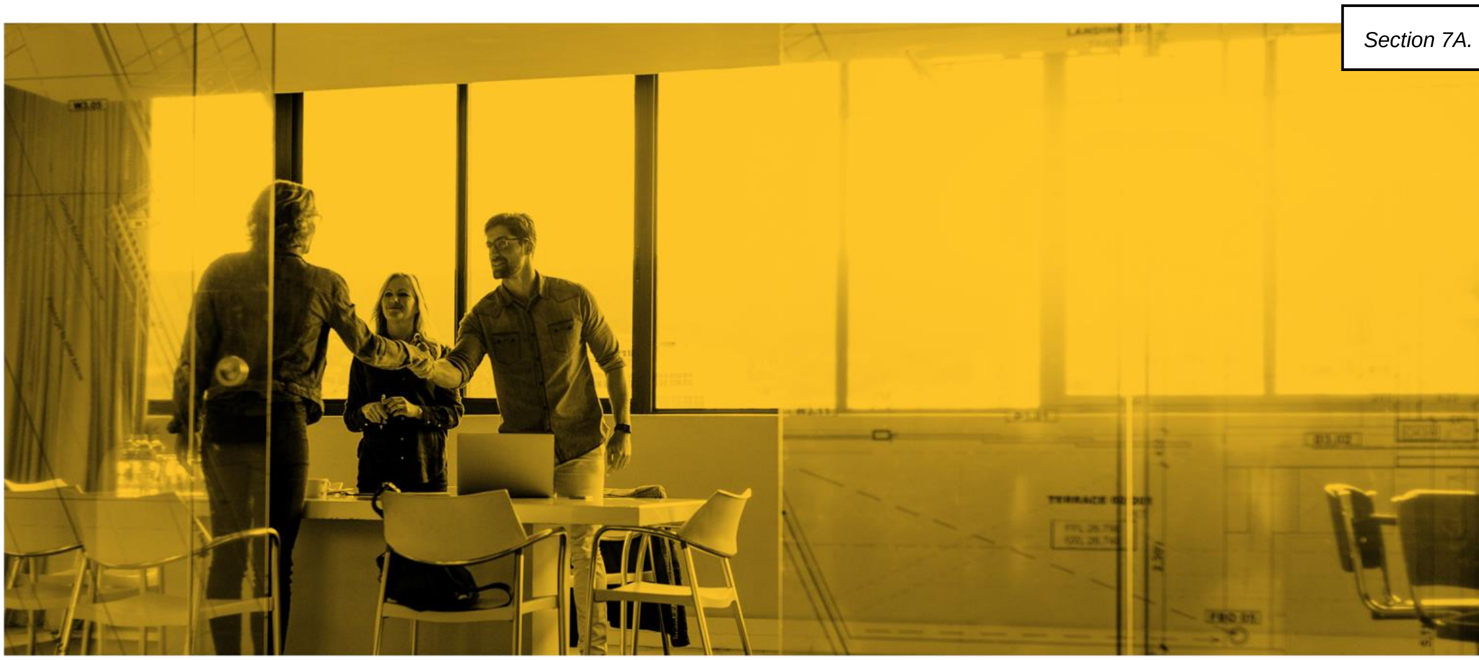

Executive Governance Summary

City of Long Lake

Long Lake, Minnesota

For the year ended December 31, 2024

Abdo
Lighting the path forward

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Edina, MN 55436
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Mankato Office
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Mankato, MN 56001
P 507.625.2727

Scottsdale Office
14500 N Northsight Blvd, Ste 233
Scottsdale, AZ 85260
P 480.864.5579

March 8, 2025

Management, Honorable Mayor and City Council
City of Long Lake, Minnesota

We have audited the financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the City of Long Lake, Minnesota (the City), for the year ended December 31, 2024. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter dated December 3, 2024. Professional standards require that we provide you with the following information related to our audit.

Significant Audit Findings

In planning and performing our audit of the financial statements, we considered the City's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we do not express an opinion on the effectiveness of the City's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented or detected and corrected on a timely basis. A significant deficiency is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, as discussed below, we identified a certain deficiency in internal control that we consider to be significant deficiencies. We consider the deficiencies presented as findings 2024-001 and 2024-002 on the following pages to be significant deficiencies in internal control.

Finding	Description
2024-001	**Limited Segregation of Duties**

Condition: During our audit we reviewed procedures over cash disbursements, utility billing, payroll, and cash receipts and found the City to have limited segregation of duties in these transaction cycles.

Criteria: There are four general categories of duties: authorization, custody, record keeping and reconciliation. In an ideal system, different employees perform each of these four major functions. In other words, no one person has control of two or more of these responsibilities.

Cause: As a result of the limited number of staff, the City is not able to completely segregate all accounting functions. All cycles have the same person performing some of the authorization, custody, and recording functions.

Effect: The existence of limited segregation of duties increases the risk of fraud and error.

Recommendation: While we recognize the number of staff is not large enough to eliminate these deficiencies, we believe the risk can be reduced with better monitoring. We recommend that the City Administrator utilize the bank statement review checklist provided during audit fieldwork. This checklist includes procedures over small samples to verify proper endorsements on cancelled checks, agree amounts from cancelled checks and wire payments to supporting documentation, and agree deposits to the receipt journal as well as procedures to review the monthly bank reconciliation. Implementation of this bank statement review checklist will help improve monitoring over each of the transaction cycles. It is important that the City Council is aware of this condition and monitor all financial information.

City Council should also be reminded of their duties over finance at least annually. Some typical monitoring duties would include the following tasks:

- Claims approval is an important control and should be at the front of the meeting to ensure that the City Council reviews the claims closely.
- Monitor progress over the development of documented policies and procedures.
- The check sequence should be reported in each set of approved minutes with a corresponding amount of all checks that agrees to the City Council claims listing. The City Council should review the order the checks are approved to ensure that they are in sequence and any gaps in numbers are explained.
- Consider personnel policies that require someone else to fill finance duties for a period of time. A mandatory vacation period of one week for all finance staff and distribution of their duties for that week is often recommended.

Management Response:

Management intends to carry out some of these recommendations, taking into consideration cost versus benefit.

Finding	Description
2024-002	**Preparation of Financial Statements**
Condition:	We were requested to draft the audited financial statements and related footnote disclosures as part of our regular audit services. Auditing standards require auditors to communicate this situation to the City Council as an internal control deficiency. Ultimately, it is management's responsibility to provide for the preparation of your statements and footnotes, and the responsibility of the auditor to determine the fairness of presentation of those statements. It is our responsibility to inform you that this deficiency could result in a material misstatement to the financial statements that could have been prevented or detected by your management. Essentially, the auditors cannot be part of your internal control process.
Criteria:	Internal controls should be in place to ensure adequate internal control over safeguarding of assets and the reliability of financial records and reporting.
Cause:	From a practical standpoint, we both prepare your statements and determine the fairness of the presentation at the same time in connection with our audit. This is not unusual for us to do with organizations of your size.
Effect:	The effectiveness of the internal control system relies on enforcement by management. The effect of deficiencies in internal controls can result in undetected errors in financial reporting. We have instructed management to review a draft of the auditor prepared financials in detail for accuracy; we have answered any questions that management might have, and have encouraged research of any accounting guidance in connection with the adequacy and appropriateness of classification of disclosures in your statements. We are satisfied that the appropriate steps have been taken to provide you with the completed financial statements.
Recommendation:	Under these circumstances, the most effective controls lie in management's knowledge of the City's financial operations. It is the responsibility of management and those charged with governance to make the decision whether to accept the degree of risk associated with this condition because of cost and other considerations. While the City is reviewing the financial statements, we recommend that 1) a disclosure checklist be utilized to ensure all required disclosures are presented and 2) the City should agree its accounting information from Banyon to the amounts reported in the financial statements.

Management Response:

For now, the City accepts the degree of risk associated with this deficiency and thoroughly reviews a draft of the financial statements.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. While our audit provides a reasonable basis for our opinion, it does not provide a legal determination on the City's compliance with those requirements. The results of our tests disclosed no instances of noncompliance or other matters that is required to be reported in accordance with Minnesota statues.

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the City are described in Note 1 to the financial statements. The City changed accounting policies during the year ended December 31, 2024 related to the accounting and financial reporting for accounting changes and error corrections (GASB 100) and compensated absences (GASB 101). We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimates affecting the financial statements were depreciation on capital assets, allocation of payroll and compensated absences, allocation of project costs, leases, other post-employment benefits, and the liability for the City's pensions.

- Management's estimate of depreciation is based on estimated useful lives of the assets. Depreciation is calculated using the straight-line method.

- Allocations of gross wages and payroll benefits are approved by City Council within the City's budget and are derived from each employee's estimated time to be spent servicing the respective functions of the City. These allocations are also used in allocating accrued compensated absences payable.

- Management's allocation of construction costs is based on amounts identified by the project engineer. These allocations are used to allocate other project costs, including engineering, to each fund.

- The City's liability for other post-employment benefits was estimated to be zero primarily based on the assumption that employees, whom participate in the health insurance plan, are receiving no implicit benefit since premiums are scaled based on age.

- Management's estimate of its pension liability is based on several factors including, but not limited to, anticipated investment return rate, retirement age for active employees, life expectancy, salary increases and form of annuity payment upon retirement.

- Management's estimate of its lease receivable is based on the present value of lease payments expected to be received during the lease term.

We evaluated the key factors and assumptions used to develop these accounting estimates in determining that it is reasonable in relation to the financial statements taken as a whole. The disclosures in the financial statements are neutral, consistent, and clear. Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to the financial statements taken as a whole.

We assisted in preparing a number of year end accounting entries. These were necessary to adjust the City's rec year end to correct ending balances. The City should establish more detailed processes and procedures to reduce the total number of entries in each category. The City will receive better and timelier information if the preparation of year end entries is completed internally.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representations letter dated March 8, 2025.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the City's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the required supplementary information (RSI) (Management's Discussion and Analysis, the Schedules of Employer's Share of the Net Pension Liability, the Schedule of Changes in Net Pension Liability (Asset) and Related Ratios, and the Schedules of Employer's Contributions), which is information that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were engaged to report on the supplementary information (combining and individual fund financial statements and schedules), which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory section which accompanies the financial statements but is not RSI. We did not audit or perform other procedures on this other information, and we do not express an opinion or provide any assurance on it.

Future Accounting Standard Changes

The following Governmental Accounting Standards Board (GASB) Statements have been issued and may have an impact on future City financial statements: [1]

GASB Statement No. 102 – *Certain Risk Disclosures* *Effective: 12/31/2025*

GASB Statement No. 103 – *Financial Reporting Model Improvements* *Effective: 12/31/2026*

GASB Statement No. 104 – *Disclosure of Certain Capital Assets* *Effective: 12/31/2026*

Further information on upcoming GASB pronouncements.

* * * *

Restriction on Use

This purpose of this communication is solely for the information and use of the City Council and management of the City and is not intended to be, and should not be used by anyone other than those specified parties.

Our audit would not necessarily disclose all weaknesses in the system because it was based on selected tests of the accounting records and related data. The comments and recommendations in the report are purely constructive in nature, and should be read in this context.

If you have any questions or wish to discuss any of the items contained in this letter, please feel free to contact us at your convenience. We wish to thank you for the continued opportunity to be of service and for the courtesy and cooperation extended to us by your staff.

Abdo

Abdo
Minneapolis, Minnesota
March 8, 2025

LLFD 2024 ANNUAL REPORT

Serving the Communities of Long Lake, Medina, Minnetonka Beach and Orono

With Pride and Professionalism since 1915

LEADERSHIP TEAM

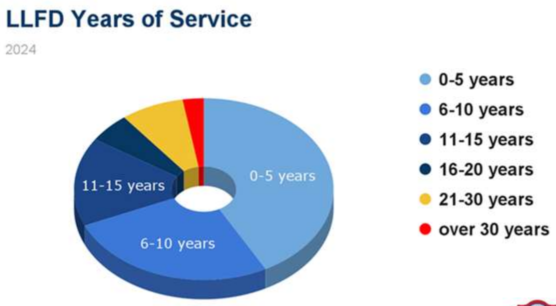
- Chief 1 – Mike Heiland
- Assistant Chief – Cody Farley
- Battalion Chief - John Paszkiewicz
- Chief of Admin. - Ryan Gonsior
- Chief of Training – Scott Spinks
- Fire Captains – Ted Woychick & Ryan Hoster
- Fire Lieutenants – Jeff Krahl, Matt Smiley, and Ben Veach

ACTIVE MEMBERS

38 Active Members

- All members are Firefighter II, EMR or EMT, and Hazmat certified
- 6 Probationary members
- 10 Station 2 responders
- 28 Station 1 responders

YEARS OF SERVICE

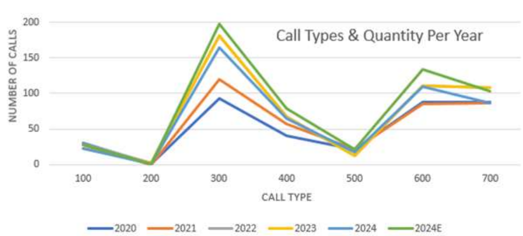


2024 EMERGENCY CALL ACTIVITY

Call Type	Long Lake	Orono	Medina	Mtka. Beach	Mutual Aid	% TOTAL	TOTAL
100	0	12	2	1	8	5%	23
200	1	0	0	0	0	0%	1
300	52	93	12	6	1	35%	164
400	8	49	1	7	0	14%	65
500	3	10	2	2	0	4%	17
600	6	68	7	16	13	24%	110
700	14	59	4	6	3	18%	86
% TOTAL	18%	62%	6%	8%	5%	100%	
TOTAL	84	291	28	38	25		466

100-Fire: house, car, dumpster, grass…
200-Overpressure (pipeline, storage tank)
300-Medical assist / car accident
400 - Gas leak / CO / power line / electrical equipment
500-Assist PD / standby / assist public
600-Canceled / no issue found / smell of smoke
700-Fire alarm / CO alarm / alarm system issue

HISTORICAL CALL ACTIVITY



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2024 MUTUAL AID

- **4 - Auto-Aid delivered**
- **2 - Auto-Aid received**
- **11 - Mutual Aid delivered**
- **8 - Mutual Aid received**

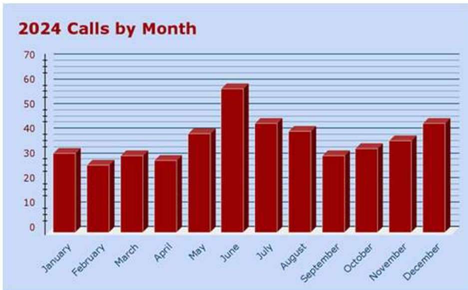
2024 FIRST UNIT AVERAGE ON-SCENE TIME

Call Area	Average Response Time
Long Lake	06:44
Orono	08:30
Medina	07:57
Mtka. Beach	10:10
Overall	**08:10**

2024 RESPONDERS PER INCIDENT

	Hours	Average Responders	% of calls
Day Time	6 am - 6 pm	11.8 (31%)	60%
Night Time	6 pm - 6 am	13 (34%)	40%
Combined	24 hours	12.3 (32)	100%

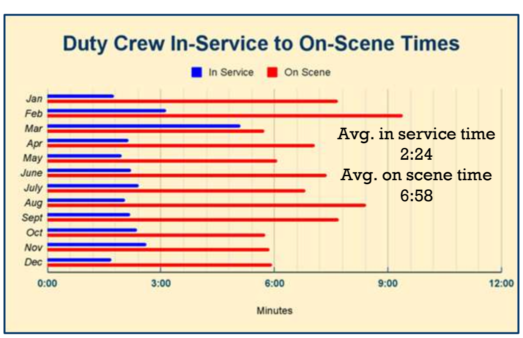
2024 TOTAL CALL PER MONTH



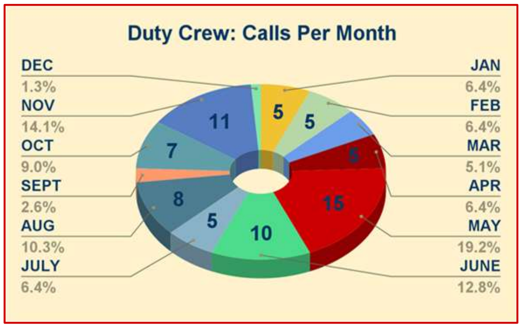
DUTY CREW SHIFTS

Avg. fill rate for shifts - 50.5%

DUTY CREW IN-SERVICE & ON-SCENE TIMES



DUTY CREW CALLS PER MONTH



MEMBERS WHO RETIRED IN 2024

- **Firefighter Tom Aldrich**
  - **35 years**
- **Firefighter Paul Bullemer**
  - **20 years**
- **Firefighter Erik Palmer**
  - **13 years**

2024 NEW PROBATIONARY MEMBERS

- John Brown
- Alex McCaherty
- Mitch Neubauer
- Aidan Gregg
- Simone Warner
- Niko Lopez

MEMBERS WHO CAME OFF PROBATION IN 2024

- Lance Swearingen
- Jesse Faue

2024 FIREFIGHTER MILESTONES

- 21 Years Of Service
  - Jeff Krahl
  - Ted Woychick
- 15 Years Of Service
  - Ryan Gonsior
  - Ryan Kanive
  - Cody Farley
- 10 Years Of Service
  - John Paszkiewicz
  - Matt Smiley
  - Zach Berbig

2024 FIREFIGHTER MILESTONES

Ted Woychick
21 Years

Jeff Krahl
21 Years

Ryan Gonsior
15 Years

Cody Farley
15 Years

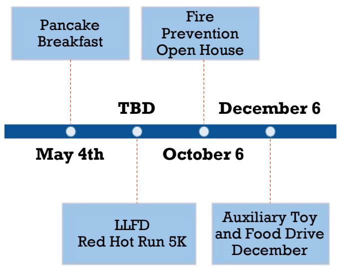
Ryan Kanive
15 years

Matt Smiley
10 Years

John Paszkiewicz
10 years

Zack Berbig
10 Years

2025 SAVE THE DATES



Thank you for all your support!

Questions?