CITY COUNCIL MEETING

August 19, 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 the August 4, 2025 City Council Work Session

   B. Approve Minutes of the August 4, 2025 City Council Meeting

   C. Approve Vendor Claims and Payroll

   D. Adopt Resolution No. 2025-24 Conditionally Appointing Jeremy Burke to the Position of Paid On-Call Firefighter

   E. Adopt Resolution No. 2025-23 Conditionally Appointing Gram Ims to the Position of Paid On-Call Firefighter

   F. Approve a Six-Month Probationary Status Extension for Public Works Maintenance Worker I Matt Fahrman

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. Accept the Resignation of City Administrator Scott Weske

   B. Approve the Purchase of SCBAs for the Fire Department

   C. Fire Department Transition / Future Fire Services News & Updates

8. **Other Business**

9. **Adjourn**

UPCOMING MEETINGS & OTHER DATES OF NOTE

Monday, September 1 / Labor Day
Tuesday, September 2 (5:00 or 5:30 pm) / City Council Work Session
Tuesday, September 2 (6:30 pm) / City Council Meeting

MINUTES
CITY COUNCIL WORK SESSION
August 4, 2025

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

Present:	Mayor: Charlie Miner; Council: Jahn Dyvik (arrived at 5:34 pm, Deirdre Kvale, and Todd Newcomer
Staff Present:	City Administrator: Scott Weske; Finance Director: Amanda Nowezki; Public Works Director: Sean Diercks; and City Clerk: Jeanette Moeller
Absent:	Council: Mike Feldmann (with prior notice)

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

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

REGULAR BUSINESS

A. Discuss Addressing Diseased Trees in City Right-of-Ways
Public Works Director Diercks reported that there were several hundred trees in the City that had succumbed to the Emerald Ash Borer, and at least 100 of them were located on City property between rights-of-way and parks. He reviewed estimate examples for the removal of a few particular diseased trees and noted that the average price ranges from $1,000 to $2,000 per tree. He noted that he understood that the City did not have the money to remove every diseased tree and asked for direction from the Council on how they would like to move forward.

Councilmember Kvale questioned how many trees were located on park property.

Diercks stated that he had not gone out and done a count, but he believed the diseased trees were probably split about 50/50 between the parks and the rights-of-way.

The Council discussed private landowners' responsibility; who was responsible for trees planted within the right-of-way; the current ordinance language related to this issue; possible grant funding that may be available to help for the removal of the trees; potential liability if a tree located within the public right-of-way falls; the importance of checking with City Attorney Thames on the City's level of responsibility for trees located within the right-of-way; possible RFP process; possible partnerships with neighboring cities; the potential to begin the removal process with City-owned trees; the location of trees in the parks that should be the priority for removal; and the importance of reallocating funds within the 2026 budget so more of the trees can be removed.

Moeller noted that she would check with City Attorney Thames regarding the right-of-way questions, and indicated she would reach out to some nearby communities to learn how they're addressing dead ash trees and report back to the Council.

Councilmember Newcomer offered to reach out to the League of Minnesota Cities.

Moeller acknowledged that it wouldn't hurt to reach out to them.

B. Discuss the Televising of Sanitary Sewer Districts

Diercks stated that he had gotten quotes from two different vendors for televising the City's sanitary sewer lines and indicated that it will cost around $73,000 to televise the remainder of the City. He noted that staff had received notice of the City's official Metropolitan Council treatment charges for 2026, which would be increasing to approximately $464,800.

Finance Director Nowezki pointed out that the City's Metropolitan Council treatment charges have almost doubled in a span of two years.

Moeller noted that staff was prepared to show footage taken from the District 1 televising that shows some of the leakage that is occurring during the regular City Council meeting.

Mayor Miner asked if there were any grant opportunities to help pay for the televising project.

City Administrator Weske responded that there were no grant opportunities for the cleaning and televising, but there would be grant eligibility for needed repairs.

The Council discussed the importance of addressing the City's sewer lines; pushing for private lines to also be addressed; I&I treatment costs imposed by Metropolitan Council; and the possibility that repairs and sewer lining could lead to a reduction in the City's Metropolitan Council fees.

Moeller displayed video footage of a few example leaks detected during the televising that took place within District 1.

Mayor Miner questioned whether there was money in the Sewer Fund to pay for the televising proposed.

Nowezki replied that her recommendation is for the City to start putting money towards larger projects, for example, televising the remainder of the community.

Moeller agreed and observed that completing the televising of all remaining districts would be a smart move for the City's long game.

Nowezki added the City would be faced with a struggle in 2026 to figure out the budgetary impacts of the Metropolitan Council treatment charge increase. She noted that Funds 601 and 602 would be experiencing another $100,000 in expenses, without any repairs being undertaken. She reiterated that the City should avoid doing that.

Moeller commented that the City would not want to continue experiencing $80,000 increases in the Metropolitan Council bill every year because the City was not investing in its system.

The Council discussed the importance of gathering data on sewer line conditions through the televising; future lining project; importance of maintaining the system; ways they may be able to break up the lining and repairs into smaller portions that would make it more immediately affordable; bonding possibilities for this work; and that once the televising is done, the City can start making plans on how best to address the issues that were found.

C. Discuss Public Works Budget Status
Diercks advised the Council that there were major expenses coming up within Public Works that did not currently have a budget behind them, and he was bringing the discussion forward to assure the City can find a way to prioritize funding the larger projects.

Mayor Miner asked for a rundown of the projects, besides the sewer televising/lining, and the diseased tree removals that they had just discussed.

Diercks indicated that there were road projects, park maintenance items, and equipment needs that needed funding to be allocated for them.

Nowezki reviewed some of the capital funds that have been set aside, outlined some of the costs that they have incurred on the repair of used equipment, and discussed the challenges of getting ahead when it comes to the budget for a small city.

Diercks gave the example of the current mowers that the City bought used about six years ago and were now worn out.

Moeller read aloud items that had been included in the 2025 CIP that the Council had adopted in December 2024.

The Council discussed the CIP; equipment and vehicle needs within Public Works; possible creation of a separate fund dedicated to Public Works fleet; upcoming water tower repainting needs; and possible shifts that could be made within the budget process.

OTHER BUSINESS
No other business was discussed.

ADJOURN
Hearing no objection, Mayor Miner adjourned the meeting by general consent at 6:27 pm.

Respectfully submitted,

Scott Weske
City Administrator

MINUTES
CITY COUNCIL MEETING
August 4, 2025

CALL TO ORDER
The meeting was called to order at 6:31 pm.

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

Staff Present: City Administrator: Scott Weske; Finance Director: Amanda Nowezki; Public Works Director: Sean Diercks; and City Clerk: Jeanette Moeller

Absent: Council: Mike Feldmann (with prior notice)

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS – LONG LAKE NEWS, MEETING REVIEW AND UPDATES
Mayor Miner stated that Nelson Lakeside Beach is still closed because bacterial issues continue, and noted that the County is testing and monitoring the situation.

He reminded the public that Night to Unite would take place on August 5, 2025, and he knew of a few neighborhood parties happening throughout the City. He noted that both the Long Lake Fire Department and the Wayzata Police Department would be visiting those get-togethers, along with members of the Council.

He stated that Corn Days events and parade would be held on August 9, 2025, and encouraged residents to come and support this event.

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

CONSENT AGENDA
The Consent Agenda consisted of the following:
A. Approve Minutes of July 15, 2025 City Council Meeting
B. Approve Vendor Claims and Payroll

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

OPEN CORRESPONDENCE

Asher, a Boy Scout from Independence (Troop 206), asked about how the City handles vacant properties and assuring they're maintained.

Mayor Miner responded that he was not aware of properties in the City that were completely vacant, but some could be mistaken for vacant. He shared an example from the past of a strip mall property near Caribou Coffee. He explained that the City had created an ordinance that instituted penalties for vacant properties that sat too long as a way to create an incentive for the properties to be in use. He mentioned that for other properties that were not vacant but may have unsightly conditions such as garbage, the City has ordinances in place to address those issues.

Councilmember Dyvik added that the former BP station property was bought by the City/EDA so the City would have a way to control what the site would be used for in the future. He mentioned that in the meantime, the City was opening up this parcel to be used by food trucks.

Asher asked how many vacant properties were currently located in the City.

City Clerk Moeller replied that she believed that most of the vacant spaces were currently occupied.

Councilmember Newcomer noted that he could think of a few private, residential properties that were vacant.

Finance Director Nowezki commented that staff tries to track this kind of information, but noted that the only information available to them is often whether there was water use. She noted that there are residents who travel for the winter months, so for a portion of the year, their home would be vacant, but it would not be considered a vacant parcel.

Jacob, a Boy Scout from Independence (Troop 206), informed Council that he attends soccer near the soccer dome and has noticed the entry road is narrow and causes traffic problems, especially when there is two-way traffic. He indicated that sometimes people park on the side of the road which makes the situation worse, particularly when it is dark. He asked if the City would be doing anything about the traffic and parking situation.

Mayor Miner stated that he had not heard about this issue and asked if traffic was getting backed up along Wayzata Boulevard W.

Jacob replied that traffic mostly backed up on the street near the dome.

Mayor Miner commented that the street was fairly modern and the City had others that were narrower. He shared that one of the more frequent things they have heard about is the parking lot at the dome.

Councilmember Dyvik agreed that the parking lot condition is an issue and stated that he understood the concern being described by Jacob, as the driveway area is kind of narrow and vehicles can get jammed up in that location. He was unsure there was anything the City could do in this situation. He asked if the width of the driveway was compliant with City rules.

Moeller concluded that it sounded like the biggest issue being described by Jacob was with the configuration of the driveway leading to problems on the road. She had recently heard that the soccer club was planning some fundraising to help assist them with some site improvements, including the parking lot; therefore, it could be a good time for the City to share with the soccer club that they had gotten some feedback about the driveway area and the potential safety issue.

Tim Uecker, Assistant Scoutmaster, Troop 206 – Mr. Uecker thanked the Council for taking the time to speak to the scouts tonight. He explained that they were working on their Citizenship in Community Merit Badge, which includes learning how local government works.

REGULAR BUSINESS

A. Review of Buckhorn Days 2025 – Long Lake Area Chamber of Commerce
Marty Schneider, Long Lake Area Chamber of Commerce, gave a brief recap of Buckhorn Days which took place on July 12. He expressed his appreciation to the Council and City staff, especially Public Works Director Diercks, the Public Works Department, City Clerk Moeller, and Administrator Weske for their assistance. He highlighted that this was the first year the Fire Department had blended in their Red Hot Run 5K event, and the Fire Department already indicated they would like to do it again next year. This year's event included seven musical acts and that number may be reduced a bit for the future because the schedule got a bit crowded. The new wrestling event proved to be well-suited for this type of town festival, and the Chamber of Commerce is in preliminary discussions with a family-friendly circus to come to Long Lake in 2027. He also mentioned the upcoming Corn Days Parade and noted that the start time for the parade would be an hour earlier than usual.

B. 2025 Cleaning and Televising of Sanitary Sewer Districts 2, 3, and 5
Mayor Miner recalled that the Council had discussed this item at their work session meeting.

Public Works Director Diercks reported that in previous discussions, the Council had indicated an interest in a cleaning and televising project for the remainder of the City's sanitary sewer lines. He asked City Clerk Moeller to display footage of some leak examples detected during the cleaning and televising completed in May 2025 for District 1, and briefly narrated what the Council was seeing in the video footage. He reminded the Council that they'd encouraged him to see what it may cost for the City to jet and televise the remaining sewer districts, and reviewed his recommendation to approve moving forward with Hydro Klean, LLC for this work.

Councilmember Kvale questioned when Hydro Klean may be able to complete the project.

Diercks responded that he had spoken with them and they indicated they would be able to come back to the City in about two to three weeks.

A motion was made by Kvale, seconded by Dyvik, to approve contracting for the 2025 Sanitary Sewer Cleaning and Televising Project for Sanitary Sewer Districts 2, 3, and 5 with Hydro Klean, LLC of Des Moines, IA at an anticipated cost of $72,956.29.

Councilmember Dyvik inquired what fund the City would use to pay for this work.

Finance Director Nowezki confirmed that the project would be allocated to the Sewer Fund.

Councilmember Dyvik reflected that the City was undertaking this work as a first step to help reduce the City's I and I costs imposed by Metropolitan Council.

Ayes: all.

C. Review Working Draft of Ordinance Amending City Code Chapter 16 – Environment, Article IV, Trees to Update Tree Management Standards and Regulations

Moeller described deficiencies in the City's existing tree code and reviewed a draft of proposed amendments. She mentioned that she was continuing to make changes as she looked at it with fresh eyes every few days, so what was being presented tonight was a working rough draft that she was just seeking feedback from the Council on and would not be asking them to take any official action at the meeting.

Councilmember Kvale expressed concerns about listing both prohibited and acceptable plants and asked what would happen with the plants that could not be found on either list.

Moeller clarified that the acceptable plants section referenced plant types rather than specific plants.

The Council discussed some of the details within the City's tree code and amendments that should be considered; asked clarifying questions of staff related to easements and rights-of-way; differences between public and private easements; differences between hazardous and infested trees; and the authority of the City Forester. Moeller encouraged the Council to send her an email or call her after they have had time to review the draft more thoroughly with any notes or questions they may have.

Mayor Miner added that the City had been receiving some complaints about trees in City parks and within rights-of-way that have died due to Emerald Ash Borer, and explained that the City is looking at the best way to address and prioritize those issues. He observed that many cities in the area were dealing with the same problem.

D. Fire Department Transition/Future Fire Services News and Updates

Mayor Miner commented that discussion with Orono progresses as the cities work to create a Joint Powers Agreement (JPA) for a joint Fire Department. Staff for both cities are working on perfecting drafts of the JPA, a lease agreement, and budget considerations for possible rebranding; and the target date they're working towards is early September.

Councilmember Dyvik added that he believed that the cities were close to signing a JPA.

OTHER BUSINESS

LMCC Office at Public Works - Diercks stated that the LMCC has taken possession of their corner of the Public Works building vacant office space and described some of the work that has taken place, though there had not been any activity by them for about a week.

Next Meeting Date - Mayor Miner stated that the next Council meeting would be held on August 19, 2025.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:43 pm.

Respectfully submitted,

Jeanette Moeller, City Clerk

CITY OF
LONG LAKE

City Council Agenda Report

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

MEETING DATE / August 19, 2025

SUBJECT:	Approve Vendor Claims and Payroll	
Prepared By:	Amanda Nowezki, Finance Director	**Report Date:** 8/13/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of $102,019.57 and electronic vendor payments in the amount of $2,103.75 for a total amount of **$104,123.29**; July Fire Department monthly payroll in the amount of **$25,455.78**; August City Council monthly payroll in the amount of **$1,300.00**; and gross City Employee payroll paid August 7 in the amount of **$28,530.13.**

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

08/13/25 3:01 PM

*Check Summary Register©

Checks 71405-71441

	Name	Check Date	Check Amt	
10100 GENERAL FUND CASH				
71405	Advanced Imaging Solutions	8/8/2025	$70.00	Copier Contract Maint - Aug 2025
71406	BIFFS, INC.	8/8/2025	$640.00	Biff Rental-Holbrook Park (+Tip Over Fee $50)
71407	CARSON, CLELLAND & SCHRED	8/8/2025	$4,690.25	July Legal Fees-Review Council Packet, List S
71408	CENTERPOINT ENERGY	8/8/2025	$629.13	Gas Charges - (06/20/25-07/21/25) 450 Virgini
71409	CITY OF LONG LAKE	8/8/2025	$589.48	July 2025 Utility Bill-450 Virginia Ave
71410	CITY OF ORONO	8/8/2025	$193.71	FD2 Water/Sewer Bill - 3770 Shoreline Dr (06/
71411	CITY OF ORONO	8/8/2025	$1,095.09	FD1 GeneratorOver Heating-Added coolant an
71412	COTTON, PATRICK J.	8/8/2025	$119.05	Expense Reimb-P. Cotton; Weed Killer, Teflon
71413	ECM PUBLISHERS, INC.	8/8/2025	$175.00	Corn Days Parade Ad from the Council
71414	MATTHEW FAHRMAN	8/8/2025	$233.95	Expense Reimb-Uniforms; Gloves, Socks, Boot
71415	FIRE SAFETY USA, INC.	8/8/2025	$3,499.00	FD-Rescue 11; Ford Model Year Change
71416	FIRSTNET (AT&T)	8/8/2025	$540.68	FD WIRELESS SERVICES (6/26/25-7/25/25)
71417	GOPHER STATE ONE CALL	8/8/2025	$120.15	July 2025 Locates
71418	HENNEPIN CTY INFO. TECH. DE	8/8/2025	$87.39	PW Radio Fees-July 2025
71419	HENNEPIN CTY INFO. TECH. DE	8/8/2025	$10,980.93	FD Radio Lease Fees-July 2025
71420	Kirvida Fire, Inc.	8/8/2025	$607.70	FD1 Engine #11 -Toyne Pumper; Water Tank L
71421	MEDIACOM	8/8/2025	$546.91	FD1 Phone/ Internet Services - (8/7/25-9/6/25)
71422	Metro West Inspection Svcs Inc	8/8/2025	$2,223.76	July 2025 Permits
71423	METROPOLITAN COUNCIL	8/8/2025	$29,268.77	Waste Water Services - Sept 2025
71424	PERFORMANCE PLUS LLC	8/8/2025	$394.00	FD Medical Exam, Mask Fit & PSA - Ims, Gra
71425	Premium Waters, Inc.	8/8/2025	$26.25	Bottled Water - Aug 2025
71426	RAILROAD MGMT CO III, LLC	8/8/2025	$417.05	License Fees - Sewer Pipeline Crossing
71427	SAFETY VEHICLE SOLUTIONS	8/8/2025	$1,455.99	Motorola Charger for Station 2
71428	MICHELLE SORENSON	8/8/2025	$250.00	Makeup Artist for Training
71429	TIMESAVER OFF SITE	8/8/2025	$253.00	07/15/25 City Council Meeting Minutes
71430	WRIGHT-HENNEPIN SECURITY	8/8/2025	$251.60	Aug 2025 Security - 3770 Shoreline Dr
71431	WSB & ASSOCIATES, INC	8/8/2025	$17,430.50	250 Lindawood; erosion inspections, permit clo
71432	XCEL ENERGY	8/8/2025	$211.45	Steet Lights - 2129 W Wayzata Blvd
71433	ECM PUBLISHERS, INC.	8/13/2025	$131.25	Publish 2024 Annual Disclosure Report
71434	FLOCK SAFETY	8/13/2025	$3,500.00	License Plate Reader @ Wayzata Blvd/Old Lo
71435	MEDIACOM	8/13/2025	$440.50	FD2 Phone/ Internet Services - (8/8/25-9/7/25)
71436	MEDICA	8/13/2025	$4,921.26	MEDICAL INS - Sept 2025
71437	MN DEPARTMENT OF HEALTH	8/13/2025	$32.00	Class D Water Supply Operator Exam-Matthew
71438	MN DEPARTMENT OF HEALTH	8/13/2025	$32.00	Class D Water Supply Operator Exam-Michael
71439	WASTE MANAGEMENT	8/13/2025	$6,177.57	Residential Recycling Services-Aug 2025
71440	XCEL ENERGY	8/13/2025	$2,002.05	Street Lights - Act #5156925594 (07/03/25-08/
71441	XCEL ENERGY	8/13/2025	$7,782.15	Steet Lights (06/22/25-07/22/25) - City Hall
		Total Checks	$102,019.57	

LONG LAKE, MN

*Check Detail Register©

Checks 71405-71441

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71405	08/08/25	**Advanced Imaging Solutions**			
E 101-41500-4135		Copier Maintenance	$70.00	INV360408	Copier Contract Maint - Aug 2025
		Total	$70.00		
71406	08/08/25	**BIFFS, INC.**			
E 101-45200-3880		Portable Toilet Rental	$153.00	INV261755	Biff Rental-Holbrook Park (+Tip Over Fee $50)
E 101-45200-3880		Portable Toilet Rental	$103.00	INV261756	Biff Rental-Hardin Park
E 101-45200-3880		Portable Toilet Rental	$281.00	INV261757	Biff Rental-Nelson Lakeside
E 101-45200-3880		Portable Toilet Rental	$103.00	INV261758	Biff Rental-Dexter Park
		Total	$640.00		
71407	08/08/25	**CARSON, CLELLAND & SCHREDER**			
E 101-41610-3120		Legal Fees - Civil	$1,529.75	8064	July Legal Fees-Review Council Packet, List Serve Data Use, HR Issues, LMCC Lease, Grant Agreement
E 101-42110-3120		Legal Fees - Civil	$1,848.75	8064	July Legal Fees-FD Station Lease, JPA Agreement, Corr w/Mayor and Special Council. Etc
E 601-49400-3120		Legal Fees - Civil	$90.63	8064	July Legal Fees-PW HR Issues, Policy Issue, Notice Issue
E 602-49450-3120		Legal Fees - Civil	$90.62	8064	July Legal Fees-PW HR Issues, Policy Issue, Notice Issue
G 700-29295		1948 Wayzata (Zvago) 20	$130.50	8064	July Legal Fees-Corr w/Developer, Closeout Items. Etc
E 101-41610-3040		Legal Fees - Criminal	$1,000.00	8064	June Legal Fees-Crminial
		Total	$4,690.25		
71408	08/08/25	**CENTERPOINT ENERGY**			
E 101-41940-3830		Natural Gas Expense	$58.34	80000790651	Gas Charges - (06/20/25-07/21/25) 450 Virginia Ave
E 205-42282-3830		Natural Gas Expense	$151.48	80000790651	Gas Charges - (06/20/25-07/21/25) 340 Willow St
E 205-42286-3830		Natural Gas Expense	$33.34	80000790651	Gas Charges - (06/20/25-07/21/25) 3770 Shoreline Dr
E 101-41942-3830		Natural Gas Expense	$157.94	80000790651	Gas Charges - (06/20/25-07/21/25) 2145 Daniels St
E 602-49450-3830		Natural Gas Expense	$183.99	80000790651	Gas Charges - (06/20/25-07/21/25) 2200 Watertown Rd
E 602-49450-3830		Natural Gas Expense	$23.13	80000790651	Gas Charges - (06/20/25-07/21/25) 250 Lindawood Ln
E 101-45200-3830		Natural Gas Expense	$20.91	80000790651	Gas Charges - (06/20/25-07/21/25) 309 Harrington Dr
		Total	$629.13		
71409	08/08/25	**CITY OF LONG LAKE**			
E 101-41940-3820		City Utilities (Wat,Sew,Sto	$66.37	080125	July 2025 Utility Bill-450 Virginia Ave
E 101-41942-3820		City Utilities (Wat,Sew,Sto	$162.76	080125	July 2025 Utility Bill-2145 Daniels St
E 601-49400-3820		City Utilities (Wat,Sew,Sto	$47.73	080125	July 2025 Utility Bill-1964 Orchard Ln
E 205-42282-3820		City Utilities (Wat,Sew,Sto	$193.85	080125	July 2025 Utility Bill-340 Willow St
E 205-42282-3820		City Utilities (Wat,Sew,Sto	$60.60	080125	July 2025 Utility Bill-340 Willow St Truck Fill
E 101-45200-3820		City Utilities (Wat,Sew,Sto	$58.17	080125	July 2025 Utility Bill-350 Harrington Dr
		Total	$589.48		
71410	08/08/25	**CITY OF ORONO**			

LONG LAKE, MN

*Check Detail Register©

Checks 71405-71441

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 205-42286-3820		City Utilities (Wat,Sew,Sto	$193.71	173770000-0	FD2 Water/Sewer Bill - 3770 Shoreline Dr (06/26/25-07/29/25)
		Total	$193.71		
71411	08/08/25	**CITY OF ORONO**			
E 205-42281-4030		Light Truck Maint & Repair	$131.74	073125	FD Tahoe Air Filter and Oil Change (21,051 miles)
E 205-42281-4030		Light Truck Maint & Repair	$820.82	073125	FD Tahoe front and rear brake pads (21,051 miles)
E 205-42282-4010		Bldg Maint & Repairs	$142.53	20142629	FD1 GeneratorOver Heating-Added coolant and contracted serivce tech
		Total	$1,095.09		
71412	08/08/25	**COTTON, PATRICK J.**			
E 205-42286-3845		Lawn & Turf Maintenance	$56.18	080525	Expense Reimb-P. Cotton; Weed Killer, Teflon Tape, Etc
E 205-42282-3845		Lawn & Turf Maintenance	$56.17	080525	Expense Reimb-P. Cotton; Weed Killer, Teflon Tape, Etc
E 205-42280-3310		Travel / Mileage Reimb	$6.70	080525	Expense Reimb-P. Cotton; Weed Killer, Teflon Tape, Etc
		Total	$119.05		
71413	08/08/25	**ECM PUBLISHERS, INC.**			
E 101-41110-3510		Legal Notices Publishing	$175.00	1060313	Corn Days Parade Ad from the Council
		Total	$175.00		
71414	08/08/25	**MATTHEW FAHRMAN**			
E 101-43050-4170		Uniforms	$233.95	072525	Expense Reimb-Uniforms; Gloves, Socks, Boots (Matt Fahrman)
		Total	$233.95		
71415	08/08/25	**FIRE SAFETY USA, INC.**			
E 205-42281-4030		Light Truck Maint & Repair	$3,499.00	204299	FD-Rescue 11; Ford Model Year Change
		Total	$3,499.00		
71416	08/08/25	**FIRSTNET (AT&T)**			
E 205-42281-3225		Truck Communication Ser	$502.45	X08032025	FD WIRELESS SERVICES (6/26/25-7/25/25)
E 601-49400-2270		Utility Maint Supplies	$38.23	X08032025	PW WIRELESS SERVICES (6/26/25-7/25/25)
		Total	$540.68		
71417	08/08/25	**GOPHER STATE ONE CALL**			
E 601-49400-3855		Gopher One Locates Expe	$120.15	5070555	July 2025 Locates
		Total	$120.15		
71418	08/08/25	**HENNEPIN CTY INFO. TECH. DEPT**			
E 101-41942-3235		Cty 800mhz Radio Admin	$87.39	1000250422	PW Radio Fees-July 2025
		Total	$87.39		
71419	08/08/25	**HENNEPIN CTY INFO. TECH. DEPT**			
E 205-42281-3285		Radio Lease	$458.72	1000250462	FD Radio Lease Fees-July 2025
E 205-42281-3235		Cty 800mhz Radio Admin	$1,384.11	1000250462	FD Radio Fees-July 2025
E 205-42281-3235		Cty 800mhz Radio Admin	$9,138.10	1000250462	FD Radio Lease Fees-Adding 12 New Radios into Rotation
		Total	$10,980.93		

LONG LAKE, MN

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Checks 71405-71441

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71420	08/08/25	**Kirvida Fire, Inc.**			
E 205-42281-4035		Heavy Truck Maint & Rep	$607.70	13442	FD1 Engine #11 -Toyne Pumper; Water Tank Level Gauge Not Reading
		Total	$607.70		
71421	08/08/25	**MEDIACOM**			
E 205-42282-3275		Internet Access (Mediaco	$546.91	90000051-07	FD1 Phone/ Internet Services - (8/7/25-9/6/25)
		Total	$546.91		
71422	08/08/25	**Metro West Inspection Svcs Inc**			
E 101-42400-3035		Bldg Inspection - Subcontr	$2,223.76	4673	July 2025 Permits
		Total	$2,223.76		
71423	08/08/25	**METROPOLITAN COUNCIL**			
E 602-49450-3100		MCES Sewer Treatment	$29,268.77	0001191154	Waste Water Services - Sept 2025
		Total	$29,268.77		
71424	08/08/25	**PERFORMANCE PLUS LLC**			
E 205-42281-3050		Physicals / Other Medical	$394.00	070866	FD Medical Exam, Mask Fit & PSA - Ims, Gram
		Total	$394.00		
71425	08/08/25	**Premium Waters, Inc.**			
E 101-41500-4145		Bottled Water Service	$26.25	310923646	Bottled Water - Aug 2025
		Total	$26.25		
71426	08/08/25	**RAILROAD MGMT CO III, LLC**			
E 602-49450-4070		Water/Sewer Easements	$417.05	530775	License Fees - Sewer Pipeline Crossing
		Total	$417.05		
71427	08/08/25	**SAFETY VEHICLE SOLUTIONS**			
E 205-42281-3280		Pagers/Radios Repairs &	$1,250.00	24069	Motorola Charger for Station 2
E 205-42281-4035		Heavy Truck Maint & Rep	$205.99	24070	Replacement Rear Backup Lighthead (E11)
		Total	$1,455.99		
71428	08/08/25	**MICHELLE SORENSON**			
E 205-42281-2080		Training/Instruct Materials	$250.00	071525	Makeup Artist for Training
		Total	$250.00		
71429	08/08/25	**TIMESAVER OFF SITE**			
E 101-41500-3000		Professional Srvs	$253.00	30820	07/15/25 City Council Meeting Minutes
		Total	$253.00		
71430	08/08/25	**WRIGHT-HENNEPIN SECURITY**			
E 101-41940-3000		Professional Srvs	$62.90	15016899239	Aug 2025 Security - 450 Virginia Ave
E 101-41942-3000		Professional Srvs	$62.90	15016899239	Aug 2025 Security - 2145 Daniels St
E 205-42282-3000		Professional Srvs	$62.90	15016899239	Aug 2025 Security - 340 Willow Dr
E 205-42286-3000		Professional Srvs	$62.90	15016899239	Aug 2025 Security - 3770 Shoreline Dr
		Total	$251.60		
71431	08/08/25	**WSB & ASSOCIATES, INC**			
E 101-41910-3030		Engineering Fees	$2,781.00	R026729-000	250 Lindawood; erosion inspections, permit closeout, Review

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Checks 71405-71441

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41910-3030		Engineering Fees	$406.00	R026729-000	905 Wayzata Blvd; Engineering
G 700-29333		1832 Wayzata-Red Roost	$406.00	R026729-000	Red Rooster; Engineering
E 602-49450-3030		Engineering Fees	$4,870.00	R026729-000	Dist 1 Sanitary Sewer Proj;
E 602-49450-3030		Engineering Fees	$2,655.50	R026729-000	MCES Follow Up and I&I Priority Review and Research
E 603-43150-3030		Engineering Fees	$400.00	R026729-000	PW-MS4 Permit Refund (Double Pd-Refund Received)
E 420-43121-3030		Engineering Fees	$5,051.00	R026729-000	2025 PMP; Inspections, Utility Review, Precon, Etc
E 101-41910-3030		Engineering Fees	$165.00	R026729-000	General Engineering;Council Mtg
E 101-41910-3032		General Planning	$348.00	R026729-000	General Planning;905 W Wayzata Bkvd, 92 Glendale Fence, Etc
G 700-29333		1832 Wayzata-Red Roost	$348.00	R026729-000	Red Rooster; Tree Issue, MCWD Approval, Emails
		Total	$17,430.50		
71432	08/08/25	**XCEL ENERGY**			
E 101-43100-3815		Street Lighting Maint/Elect	$47.60	937527425	Steet Lights - 2129 W Wayzata Blvd
E 101-43100-3815		Street Lighting Maint/Elect	$163.85	937527425	Steet Lights - 1758 W Wayzata Blvd
		Total	$211.45		
71433	08/13/25	**ECM PUBLISHERS, INC.**			
E 101-41500-3510		Legal Notices Publishing	$131.25	1060863	Publish 2024 Annual Disclosure Report
		Total	$131.25		
71434	08/13/25	**FLOCK SAFETY**			
E 101-42110-4040		Equip Maint & Repair	$3,500.00	INV-67430	License Plate Reader @ Wayzata Blvd/Old Long Lake Rd
		Total	$3,500.00		
71435	08/13/25	**MEDIACOM**			
E 205-42286-3275		Internet Access (Mediaco	$440.50	91560-0725	FD2 Phone/ Internet Services - (8/8/25-9/7/25)
		Total	$440.50		
71436	08/13/25	**MEDICA**			
E 101-41500-1310		Employer Paid Health	$1,021.72	88510545897	MEDICAL INS - Sept 2025
E 101-43050-1310		Employer Paid Health	$1,452.02	88510545897	MEDICAL INS - Sept 2025
E 601-49400-1310		Employer Paid Health	$580.80	88510545897	MEDICAL INS - Sept 2025
E 602-49450-1310		Employer Paid Health	$435.61	88510545897	MEDICAL INS - Sept 2025
E 603-43150-1310		Employer Paid Health	$435.61	88510545897	MEDICAL INS - Sept 2025
G 101-21706		FlexPlan - Ins Prem	$995.50	88510545897	MEDICAL INS - Sept 2025
		Total	$4,921.26		
71437	08/13/25	**MN DEPARTMENT OF HEALTH**			
E 101-43050-3350		Education / Conferences	$32.00	092525	Class D Water Supply Operator Exam-Matthew Fahrman
		Total	$32.00		
71438	08/13/25	**MN DEPARTMENT OF HEALTH**			
E 101-43050-3350		Education / Conferences	$32.00	092525-2	Class D Water Supply Operator Exam-Michael Decker
		Total	$32.00		
71439	08/13/25	**WASTE MANAGEMENT**			
E 604-43200-3890		Res Curb Recycling	$3,698.83	8128421-159	Residential Recycling Services-Aug 2025

LONG LAKE, MN

*Check Detail Register©

Checks 71405-71441

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 604-43200-3895		Res Organic Recycling	$2,478.74	8128421-159	Organics Recycling Services-Aug 2025
		Total	$6,177.57		
71440	08/13/25	**XCEL ENERGY**			
E 101-43100-3815		Street Lighting Maint/Elect	$2,002.05	938701057	Street Lights - Act #5156925594 (07/03/25-08/02/25)
		Total	$2,002.05		
71441	08/13/25	**XCEL ENERGY**			
E 101-41940-3810		Electricity Expense	$239.25	938792291	Steet Lights (06/22/25-07/22/25) - City Hall
E 205-42282-3810		Electricity Expense	$1,159.72	938792291	Steet Lights (06/22/25-07/22/25) - FD1
E 205-42286-3810		Electricity Expense	$310.65	938792291	Steet Lights (06/22/25-07/22/25) - FD2
E 101-41942-3810		Electricity Expense	$1,071.07	938792291	Steet Lights (06/22/25-07/22/25) - Public Works
E 101-43100-3815		Street Lighting Maint/Elect	$257.89	938792291	Steet Lights (06/22/25-07/22/25) - Street Lights
E 101-45200-3810		Electricity Expense	$403.97	938792291	Steet Lights (06/22/25-07/22/25) - Parks
E 601-49400-3810		Electricity Expense	$3,802.85	938792291	Steet Lights (06/22/25-07/22/25) - Water
E 602-49450-3810		Electricity Expense	$536.75	938792291	Steet Lights (06/22/25-07/22/25) - Sewer
		Total	$7,782.15		
		10100	$102,019.57		

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	$23,788.31
205 FIRE DEPARTMENT	$22,120.77
420 PAVEMENT MGMT IMPROVEMENT FUND	$5,051.00
601 WATER FUND	$4,680.39
602 SANITARY SEWER FUND	$38,481.42
603 SURFACE WATER MGMT FUND	$835.61
604 RECYCLING FUND	$6,177.57
700 BUILDING PERMIT ESCROWS	$884.50
	$102,019.57

LONG LAKE, MN

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*Check Summary Register©

Checks 3255-3256,3259-3260

	Name	Check Date	Check Amt	
10100 GENERAL FUND CASH				
3255e	POSTALIA	8/1/2025	$500.00	Postage-July 2025
3256e	PSN UTILITY ONLINE BILLING	8/5/2025	$311.35	BILL PAY FEE - JUY 2025
3259e	NAPA Auto Parts	8/6/2025	$568.37	Napa Purchases
3260e	MN DEPT OF REVENUE	8/11/2025	$724.00	July 2025 Sales Tax
		Total Checks	$2,103.72	

LONG LAKE, MN

*Check Detail Register©

Checks 3255-3256,3259-3260

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3255 e	08/01/25	**POSTALIA**			
E 101-41500-3220		Postage	$135.00		Postage-July 2025
E 601-49400-3220		Postage	$182.50		Postage-July 2025
E 602-49450-3220		Postage	$182.50		Postage-July 2025
		Total	$500.00		
3256 e	08/05/25	**PSN UTILITY ONLINE BILLING**			
E 601-49400-3090		Software Support	$155.68	313963	BILL PAY FEE - JUY 2025
E 602-49450-3090		Software Support	$155.67	313963	BILL PAY FEE - JUY 2025
		Total	$311.35		
3259 e	08/06/25	**NAPA Auto Parts**			
E 205-42281-2150		Shop Supplies	$55.36	073125	FD-Electrical Tape, Connector, Wire Kit
E 101-43000-2210		Equipment Parts	$195.99	073125	PW-Crane Truck Battery
E 101-43000-2210		Equipment Parts	$147.61	073125	PW-Crane Truck Alternator
E 205-42281-4030		Light Truck Maint & Repair	$15.85	073125	FD-Studebaker Gear Oil
E 205-42281-4030		Light Truck Maint & Repair	$153.56	073125	FD-Battery for the 1926 Studebaker
		Total	$568.37		
3260 e	08/11/25	**MN DEPT OF REVENUE**			
G 601-20801		Sales Tax Payable	$724.00	073125	July 2025 Sales Tax
		Total	$724.00		
		10100	$2,103.72		

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	$478.60
205 FIRE DEPARTMENT	$224.77
601 WATER FUND	$1,062.18
602 SANITARY SEWER FUND	$338.17
	$2,103.72

LONG LAKE, MN

Payroll Summary

Pay Group: 02 Fire Department
Check Date: 8/10/2025 per. 8

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.	647.48	647.48	647.48	11.41	14.35		40.14	9.39						572.19
000000216 BERBIG, ZACHARY P.	1,062.78	1,062.78	1,062.78				65.89	15.41						981.48
000000291 BROWN, JOHN	880.84	880.84	880.84	34.75	26.84		54.61	12.77						751.87
000000281 CARLSON, BEN	346.58	346.58	346.58				21.49	5.03						320.06
000000154 COTTON, PATRICK J.	611.48	611.48	611.48				37.91	8.87						564.70
000000259 DAVIS, THOMAS	635.60	635.60	635.60	10.23	13.72		39.41	9.22						563.02
000000093 FARLEY, COLE	1,239.16	1,239.16	1,239.16	70.58	2.54		76.83	17.97						1,071.24
000000274 FAUE, JESSE	628.68	628.68	628.68	9.53	13.35		38.98	9.12						557.70
000000233 FRANK, BRYAN	732.56	732.56	732.56	19.92	18.91		45.42	10.62						637.69
000000049 GOMAN, DAVID	539.12	539.12	539.12				33.42	7.82						497.88
000000177 GONSIOR, RYAN J.	1,001.84	1,001.84	1,001.84	46.85			62.11	14.53						878.35
000000229 GRADY, JOSHUA	483.60	483.60	483.60				29.98	7.01						446.61
000000293 GREGG, AIDAN	840.32	840.32	840.32		24.67		52.10	12.18						751.37
000000278 HAYDEN, ADAM	403.00	403.00	403.00				24.99	5.84						372.17
000000226 HOSTER, RYAN	894.87	894.87	894.87				55.48	12.98						826.41
000000270 JOHNSRUD, MICHAEL	1,472.28	1,472.28	1,472.28	441.74	158.48		91.28	21.35						759.43
000000180 KANIVE, RYAN J.	80.60	80.60	80.60				5.00	1.17						74.43
000000112 KRAHL, JEFFREY C.	676.86	676.86	676.86				41.96	9.81						625.09
000000248 KULSETH, MATT	370.76	370.76	370.76				22.99	5.38						342.39
000000253 LOOSBROCK, RICHARD	773.76	773.76	773.76				47.97	11.22						714.57
000000290 MCCAHERTY, ALEX	725.40	725.40	725.40				44.98	10.52						669.90
000000275 MORSE, PAUL	2,293.52	2,293.52	2,293.52	191.35	58.95		142.20	33.26						1,867.76
000000296 NEUBAUER, MITCHELL	709.28	709.28	709.28				43.98	10.28						655.02
000000223 PASZKIEWICZ, JOHN	306.00	306.00	306.00				18.97	4.44						282.59
000000277 REWERTS, ANTHONY	249.32	249.32	249.32				15.46	3.62						230.24
000000241 RHEA, CHRISTOPHER	630.76	630.76	630.76				39.11	9.15						582.50
000000232 RIOUX, SHAUN	32.24	32.24	32.24				2.00	0.47						29.77
000000190 ROTHSTEIN, DAVID J.	354.64	354.64	354.64				21.99	5.14						327.51
000000222 SMILEY, MATTHEW	851.94	851.94	851.94				52.82	12.35						786.77
000000212 SPINKS, SCOTT D.	848.84	848.84	848.84				52.63	12.31						783.90
000000276 STRAKA, AMANDA	1,573.48	1,573.48	1,573.48	114.85	20.43		97.56	22.82						1,317.82
000000282 SWEARINGEN, LANCE	564.20	564.20	564.20				34.98	8.18						521.04
000000280 VASINA, VERONICA	112.84	112.84	112.84				7.00	1.64						104.20
000000240 VEACH, BENJAMIN	464.62	464.62	464.62				28.81	6.74						429.07

LONG LAKE, MN

Payroll Summary

Pay Group: 02 Fire Department
Check Date: 8/10/2025 per. 8

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000297 WARNER, SIMONE	580.76	580.76	580.76		10.78		36.01	8.42						525.55
000000118 WOYCHICK, TED J.	835.77	835.77	835.77	60.00	25.00		51.82	12.12						686.83

941 Deposit

Federal Tax	$1,011.21
Medicare	$738.30
Social Security	$3,156.56
Advanced EIC	None
Total Deposit	$4,906.07

Pay Summary

Gross	25,455.78
Federal Gross	25,455.78
State Gross	25,455.78
FICA Gross	25,455.78

Tax Summary

Federal Tax	1,011.21	
State Tax	388.02	
Local Tax		
FICA Ded/Ben	1,578.28	1,578.28
Medicare Ded/Ben	369.15	369.15

Others

Retirement	
Tax-Sheltered	
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	22,109.12

LONG LAKE, MN

Payroll Summary

Pay Group: 06 City Council
Check Date: 8/7/2025 per. 8

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		Pay Summary		Tax Summary			Others	
Federal Tax	None	Gross	1,300.00	Federal Tax			Retirement	
Medicare	$37.74	Federal Gross	1,300.00	State Tax			Tax-Sheltered	
Social Security	$161.20	State Gross	1,300.00	Local Tax			Voluntary	
Advanced EIC	None	FICA Gross	1,300.00	FICA Ded/Ben	80.60	80.60	Tips	0.00
Total Deposit	$198.94			Medicare Ded/Ben	18.87	18.87	Reimbursement	0.00
							Net	1,200.53

LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly
Check Date: 8/7/2025 per. 16

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	2,728.14	2,552.11	2,552.11	263.92	143.48		169.14	39.56	176.03		0.74			1,935.27
000000243 DIERCKS, SEAN	4,086.05	3,821.76	3,821.76	591.02	229.82		253.34	59.25	264.29					2,688.33
000000300 DYVIK, FINN	196.29	196.29	196.29		1.14		12.17	2.85						180.13
000000295 FAHRMAN, MATTHEW	2,418.12	1,946.54	1,946.54	136.31	74.71		130.35	30.49	155.88	315.70	105.45			1,469.23
000000286 HEILAND, MICHAEL	5,083.13	4,556.51	4,556.51	466.51	245.89			73.71	526.62					3,770.40
000000292 MACKEY, NOAH	2,324.80	2,174.99	2,174.99	182.59	117.84		144.14	33.71	149.81					1,696.71
000000091 MOELLER, JEANETTE	3,292.45	2,899.93	2,899.93	230.88	119.64		193.06	45.15	214.01	178.51				2,311.20
000000252 NOWEZKI, AMANDA	3,345.76	3,031.14	3,031.14	325.72	142.16		206.38	48.27	297.59	17.03	33.61			2,275.00
000000214 WESKE, SCOTT	5,055.39	4,722.29	4,722.29	805.37	295.59		311.95	72.96	309.22	23.88				3,236.42

941 Deposit

Federal Tax	$3,002.32
Medicare	$811.90
Social Security	$2,841.06
Advanced EIC	None
Total Deposit	$6,655.28

Pay Summary

Gross	28,530.13
Federal Gross	25,901.56
State Gross	25,901.56
FICA Gross	22,911.88

Tax Summary

Federal Tax	3,002.32	
State Tax	1,370.27	
Local Tax		
FICA Ded/Ben	1,420.53	1,420.53
Medicare Ded/Ben	405.95	405.95

Others

Retirement	2,093.45
Tax-Sheltered	535.12
Voluntary	139.80
Tips	0.00
Reimbursement	0.00
Net	19,562.69

CITY OF
LONG LAKE

City Council Agenda Report

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

MEETING DATE / August 19, 2025

SUBJECT:	Appointment of a New Firefighter to the Long Lake Fire Department	
Prepared By:	Mike Heiland, Fire Chief (AS/JM)	**Report Date:** 8/13/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-24 conditionally appointing Jeremy Burke to the position of paid on-call firefighter for the City of Long Lake.

Overview / Background

With an application and interview process completed, staff recommends that a conditional job offer for the position of paid on-call firefighter be made to applicant Jeremy Burke. The conditions of the offer are that the firefighter pass a physical exam, psychological exam, agility test, and probationary period. The interview panel consisted of Fire Chief Heiland, Assistant Chief Farley, and Firefighter Zach Berbig.

Supporting Information

- Resolution No. 2025-24

City Council
Resolution No. 2025-24

A RESOLUTION APPOINTING A CANDIDATE TO THE POSITION OF PAID ON CALL FIREFIGHTER FOR THE CITY OF LONG LAKE

WHEREAS, the City of Long Lake requires the services of an effective Fire Department; and

WHEREAS, applicant Jeremy Burke has met the minimum requirements for the position of paid on call firefighter and has completed a background check, social media check, reference check and an oral interview with Fire Department officers.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby appoints Jeremy Burke to the position of paid on call firefighter responding to Station 1 for the City of Long Lake, contingent upon passing the required medical exam, psychological evaluation, pre-employment drug street, physical agility test, and the successful completion of a probationary period.

Adopted by the City Council of the City of Long Lake this 19th day of August 2025.

BY:

____
Charlie Miner, Mayor

ATTEST:

____
Jeanette Moeller, City Clerk

City Council Agenda Report

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

CITY OF
LONG LAKE

MEETING DATE / August 19, 2025

SUBJECT:	Appointment of a New Firefighter to the Long Lake Fire Department	
Prepared By:	Mike Heiland, Fire Chief (AS)	**Report Date:** 8/13/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-23 conditionally appointing Gram Ims to the position of paid on-call firefighter for the City of Long Lake.

Overview / Background

With an application and interview process completed, staff recommends that a conditional job offer for the position of paid on-call firefighter be made to applicant Gram Ims. The conditions of the offer are that the firefighter pass a physical exam, psychological exam, agility test, and probationary period. The interview panel consisted of Captain 7 Ted Woychick, Lieutenant Jeff Krahl, and Probationary Firefighter Alex McCaherty.

Supporting Information

- Resolution No. 2025-23

City Council
Resolution No. 2025-23

A RESOLUTION APPOINTING A CANDIDATE TO THE POSITION OF PAID ON CALL FIREFIGHTER FOR THE CITY OF LONG LAKE

WHEREAS, the City of Long Lake requires the services of an effective Fire Department; and

WHEREAS, applicant Gram Ims has met the minimum requirements for the position of paid on call firefighter and has completed a background check, social media check, reference check and an oral interview with Fire Department officers.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby appoints Gram Ims to the position of paid on call firefighter responding to Station 2 for the City of Long Lake, contingent upon passing the required medical exam, psychological evaluation, pre-employment drug street, physical agility test, and the successful completion of a probationary period.

Adopted by the City Council of the City of Long Lake this 19th day of August 2025.

BY:

____
Charlie Miner, Mayor

ATTEST:

____
Jeanette Moeller, City Clerk

City Council Agenda Report

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

CITY OF LONG LAKE

MEETING DATE / August 19, 2025

SUBJECT:	Approve Extension of Probationary Period for Public Works Maintenance Worker I Matt Fahrman
Prepared By:	Sean Diercks, Public Works Director (JM) **Report Date:** 8/13/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve a six-month probationary status extension for Public Works Maintenance Worker I Matt Fahrman to allow an extended opportunity to secure required water/sewer licensure and certification.

Overview / Background

All Public Works employees hired by the City of Long Lake are hired as probationary employees and serve a 12-month probationary period. Performance of Public Works Maintenance Worker positions is evaluated by the Public Works Director and reviewed by the City Administrator at the six month and one year anniversary of the employee. Then, recommendation is made to the City Council as to whether or not the employee's performance is satisfactory and if any adjustments should be made to their compensation or other benefits.

The annual performance evaluation for Mr. Fahrman was conducted on July 10, 2025, and at the City Council's July 15, 2025 meeting, the Council took action ratifying staff's finding that Mr. Fahrman had earned a satisfactory evaluation and approved a one-step wage increase.

Subsequently, staff became aware that a six month probationary period extension should also have been authorized in order to allow Mr. Fahrman to complete the water and sewer certification testing required for the Maintenance Worker I position. Staff recommends the City Council approve a six month probationary period extension at this time. The six month probationary period extension would be retroactive to his one year employment anniversary date (July 17, 2025).

Supporting Information

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

Personnel Action Form

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

Employee Information / Personnel Action

Employee's Name: Matt Fahrman 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 6 month probation extension to complete water and sewer testing
   ____Transfer ____Dismissal ____Suspension

	PRESENT STATUS	PROPOSED STATUS
2. **Position Classification (Title)**	MW I	MW I
3. **Salary Step**	N/A	N/A
4. **Wage (or Bonus)**	N/A	N/A

5. **Reason for Action** 6 month extenstion of probationary status to complete water and sewer testing. As required for the position.

6. **Effective Date** July 17, 2025

7. **SIGNATURES**

[signature] STAFF SIGNATURE — Date 8-13-25

[signature] DEPARTMENT HEAD SIGNATURE — Date 8-13-25

[signature] CITY ADMINISTRATOR SIGNATURE — Date 8-13-25

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 / August 19, 2025

SUBJECT:	Accept the Resignation of City Administrator Scott Weske	
Prepared By:	Jeanette Moeller, City Clerk	**Report Date:** 8/12/2025

Recommended City Council Action

Staff recommends the following:

Motion to accept the resignation of City Administrator Scott Weske.

Overview / Background

Scott Weske began his employment as City Administrator for the City of Long Lake on January 6, 2014. After 11 years of service, Weske informed Council and staff of his intent to resign and to accept a position with another municipality. Per the terms of his employment agreement which requires a 45-day notice period, his last day of employment will be Friday, September 19, 2025. His letter of resignation from the position of City Administrator is attached for formal acceptance by the City Council.

Scott will be missed by City staff, we thank him for his service to Long Lake, and we wish him every happiness and success in his new position!

Supporting Information

- Resignation letter from Administrator Weske dated August 11, 2025

August 11, 2025

Dear Mayor Miner and Council Members,

Please accept this letter as formal notice of my resignation from the position of City Administrator for the City of Long Lake, as I have accepted an offer with the City of Greenfield to be their next City Administrator.

It has been an honor to serve the Long Lake community and work alongside everyone. I am proud of what we have accomplished together during my tenure over the last 11 years.

My employment contract requires a 45-day resignation notice and my last projected day is or around Friday, September 19.

This decision did not come easily, I remain committed to ensuring a smooth and orderly transition and am available to assist in any way that supports continuity and the best interests of the City.

Thank you for the opportunity to serve. I am deeply grateful for the support, collaboration, and trust extended to me throughout my tenure.

Sincerely,

Scott Weske
City Administrator
City of Long Lake, MN

City Council Agenda Report

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

CITY OF
LONG LAKE

MEETING DATE / August 19, 2025

SUBJECT:	Approve the Purchase of SCBAs for the Fire Department	
Prepared By:	Scott Weske, City Administrator	**Report Date:** 8/14/2025

Recommended City Council Action

Staff recommends the following:

Consider a motion to approve the purchase of SCBAs of $65,685.14 and authorize staff to work with the City of Orono and Medina to determine the cost share.

Overview / Background

With the future combination of the Long Lake and Orono Fire Department, staff has identified a need to have all of the firefighters equipped with the same style SCBAs. For 40 sets of masks and regulators the quote is $92,385.14.

Since the current set isn't very old and still has value, the company would buy back the current SCBA equipment for $26,700 and that amount will be used as a credit towards the replacement.

Another reason this item is being presented before the combination of the two departments has been approved, is because the cost of the replacement will increase dramatically due to a joint purchase agreement ending in September.

Supporting Information

- Ultimate Safety Concepts Quote

Ultimate Safety Concepts
DBA: Clarey's Safety Equipm
1725 Highway 14 East
Rochester, MN 55904
507-289-6749 or 800-558-8009 - Fax 50
Proudly Serving Our Customers Since 1968

☐ **ORDER** ☒ **QUOTE**

DATE	**8-13-25**	ACCOUNT #	
	BILL TO:	SHIP TO:	
CUSTOMER:	**LONG LAKE FIRE DEPT**	**LONG LAKE FIRE DEPT**	
ADDRESS	340 WILLOW DRIVE NORTH	340 WILLOW DRIVE NORTH	
CITY/STATE/ZIP	LONG LAKE, MN 55356	LONG LAKE, MN 55356	
CONTACT NAME:	RYAN GONSIOR	PO #	
PHONE:	612-701-3942	EMAIL	
FAX:		SHIPPING CHARGES QUOTED?	INCLUDED

FROM:	**CORY LATTERNER**	952-607-7225	

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WE ARE PLEASED TO QUOTE YOU ON THE FOLLOWING EQUIPMENT:

QUANTITY	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT
40		SCOTT QD EZ FLOW REGULATOR	$1688.26	$67,530.40
40	201215-03	SCOTT HT FACPIECE	$309.51	$12,380,40
2		RIT PACK CONVERSION REGULATOR FACEPIECE	$2,000	$4000.00
42		JPA LABELS FOR TRACKING SYSTEM	$38.00	$1596.00
1		JPA SILVER SERVICE PACKAGE	$163.77	$6,878.34
40		TRADE IN OF C5 REGULATORS	$562.50	$22,500.00
40		TRADE IN OF C5 FACEPIECES	$105.00	$4200.00