



CITY COUNCIL MEETING

December 05, 2023 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 November 21, 2023 City Council Work Session

[B.](#) Approve Minutes of November 21, 2023 City Council Meeting

[C.](#) Approve Vendor Claims and Payroll

[D.](#) Accept the Resignation of Firefighter Shane B. Gardner From the Long Lake Fire Department

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.](#) Public Meeting to Discuss Proposed 2024 Budget and Levy

[B.](#) Updates and Discussion Regarding Fire Department Matters

8. Other Business

9. Adjourn

UPCOMING MEETINGS & OTHER DATES OF NOTE

Friday, December 8 (5:30 pm) / Holiday Tree Lighting Celebration in Holbrook Park

Tuesday, December 12 (5:00 pm) / City Council Special Work Session

Tuesday, December 19 (6:00 or 6:15 pm) / Economic Development Authority Meeting

Tuesday, December 19 (6:30 pm) / City Council Meeting

Friday, December 22 / City Hall Closed, Christmas Holiday Weekend

Monday, December 25 / City Hall Closed, Christmas Day



**MINUTES
CITY COUNCIL WORK SESSION
November 21, 2023**

CALL TO ORDER

The meeting was called to order at 5:30 pm.

Present: Mayor: Charlie Miner; Council: Deirdre Kvale, Mike Feldmann, Jahn Dyvik, and Gina Joyce (arrived at 5:35 pm)

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

Absent: None

APPROVE AGENDA

A motion was made by Dyvik, seconded by Feldmann, 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

Discussion of Public Works Office Area and Potential LMCC Improvements

Jim Lundberg, LMCC Operations Manager, provided a review of past discussions related to the future of the LMCC, including the survey that they conducted related to the trend in cord cutting and the impact of that on funding for LMCC operations. He indicated that the LMCC would like to discuss with the Council the possibility of utilizing some space in the Public Works building for an office for their organization after they sell their existing building. He reported that they have already received an offer for their building from the owner of the nearby boat storage warehouse located in Spring Park, and his Cable Commission had directed him to further explore the possibility of moving operations into Long Lake. He reviewed a snapshot of LMCC financial information and available funds for transitioning, and reviewed the bids he had obtained from a contractor to refurbish the space. He noted that they did find some mold within the windows which will require some remediation. He confirmed that the LMCC is willing to spend between \$50,000 and \$70,000 to refurbish an office area in the building; however, they do have some 'wants' or requests that they would like to present to the City including leasing the space for five to seven years, beginning construction on the space in January/February of 2024, begin moving into the space on May 1 with rent to commence on June 1, 2024, and for Long Lake to install new windows during the construction process due to the seal and mold issues that have been found.

Council and staff discussed the anticipated cost to replace the windows and whether there may be other windows in the building that have the same problem and should be replaced.

Mr. Lundberg pointed out that because the mold situation with the windows is a pre-existing condition, the LMCC would like to ask that the City address remediation of the mold.

The Council discussed mold remediation work, getting a second opinion and quote regarding what was found, what work would need to be done, and what labor may be able to be done by City staff as a possible way to decrease some of the labor costs for LMCC.

Mr. Lundberg added that the LMCC would also like to have some dedicated parking in front of the building; to relocate their existing sign from the old building to the Public Works building by their door; to use Long Lake City Hall facilities as the backdrop for some of their programming; to use the Council Chambers for their quarterly Commission meetings; and to have an indoor parking area for their production truck.

The Council discussed the various LMCC requests, potential timelines, and getting additional quotes for the necessary work.

Mr. Lundberg stated that the LMCC has appreciated Long Lake's support and commented that he looked forward to continuing the conversation about the possible use of the Public Works space for LMCC operations.

OTHER BUSINESS

New Website Update – City Clerk Moeller shared an early preview of the new City website in development and noted that it is still a work in progress.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 6:25 pm.

Respectfully submitted,

Scott Weske
City Administrator



**MINUTES
CITY COUNCIL MEETING
November 21, 2023**

CALL TO ORDER

The meeting was called to order at 6:30 pm.

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

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

Absent: None

PLEDGE OF ALLEGIANCE

MAYOR’S COMMENTS – LONG LAKE NEWS, MEETING REVIEW AND UPDATES

Mayor Miner offered the following comments and updates:

Mayor Miner indicated that the Council had met in a work session prior to the regular meeting at which the sole topic of conversation was a possible partnership with the LMCC for use of a City facility for their operations when they sell their current building.

He reported that last week, the Council, along with City staff, went to Excelsior for a bonding tour with the Minnesota House of Representatives Capital Investments Committee and presented a road improvement project for their consideration of funding support in an upcoming bonding bill. He expressed his appreciation to Representative Andrew Myers for making arrangements for Long Lake to have an opportunity to be a part of the bonding tour. It is likely the City will not find out the outcome of their request until February or March of 2024.

The Fire Department will be hosting an upcoming event an email had been sent out with some of the details. City Clerk Moeller added that the Fire Department Slow Burn Brigade’s Annual Toy and Food Drive will take place December 2, 2023.

Mayor Miner noted that the City’s Holiday Tree Lighting Event will take place on December 8, 2023 at 5:30 pm at Holbrook Park.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of November 6, 2023 City Council Work Session Meeting
- B. Approve Minutes of November 6, 2023 City Council Regular Meeting
- C. Receive Unofficial Draft Minutes of October 16, 2023 Park Board Meeting

- D. Approve Vendor Claims and Payroll
- E. Accept the Resignation of Firefighter Paul Kubista from the Long Lake Fire Department
- F. Accept the Resignation of Firefighter Sam Paulison from the Long Lake Fire Department
- G. Adopt Resolution No. 2023-45 Reappointing Anita Secord to Continue as a member on the Planning Commission for a term effective January 1, 2024 through December 31, 2027
- H. Adopt Resolution No. 2023-46 Approving Issuance of Special Event Permit #S2023-12 for the 2023 Long Lake Holiday Tree Lighting Ceremony in Holbrook Park on Friday, December 8, 2023; and Approve Issuance of a Noise Variance Permit Authorizing Use of Sound Amplification Equipment
- I. Adopt Resolution No. 2023-47 Approving Issuance of Special Event Permit #S2023-13 for Sled Dog Days at Birch's on the Lake to be held on dates on January and February, 2024; and Authorize the Hennepin County Sheriff's Office Water Patrol Unit to permit the event
- J. Adopt Resolution No. 2023-48 Accepting a Donation to the Long Lake Public Works Department of 3,000 LED Holiday Lights to Decorate the Holiday Tree in Holbrook Park

Mayor Miner drew attention to Consent Agenda Items E and F which were accepting the resignations of two Long Lake firefighters, reflecting that the City had appreciated their service to the Department. Both of the firefighters were leaving due to changes in their job situations and both, for the time being, are getting out of the firefighter business. He observed that recruitment and retention are the biggest issues facing fire departments these days and added that on a positive note, Chief Heiland had informed him that there are three applicants currently working through the hiring process and he was hopeful that they may be ready to be hired by the end of 2023.

*A motion was made by Joyce, seconded by Feldmann, to approve the Consent Agenda as presented.
Ayes: all.*

OPEN CORRESPONDENCE

Mike Bash, 1680 Bollum Lane (Orono School Board) – Mr. Bash explained that he was speaking as Chair of the Orono School Board to invite the Council and Long Lake residents to participate in their upcoming strategic planning process. He provided information about the availability of a community survey and advised how people can fill it out to assist them in this process. Council member Kvale asked if this was the first time the Orono School District had put this type of survey out to the entire community. Mr. Bash replied that he believed it may be the first time and noted that when they conducted strategic planning five years ago they'd had a core planning team, but he was unable to recall how the community may have been surveyed at that time and before. Council member Kvale commented that she felt the School District may receive a lot of response data, but she believed the survey was a great idea.

Brian Miller, 295 Lakeview Avenue – Mr. Miller commended the City Council and City staff for the work they do on behalf of the City and wished them all a Happy Thanksgiving.

BUSINESS ITEMS

Updates and Discussion Regarding Fire Department Matters

Mayor Miner reported that a lot has occurred over the last few weeks with relation to Fire Department matters. A Fire Advisory Board meeting had been held last week, which was their sixth of the year, and was held at the request of Orono to try to answer their questions regarding duty crews and ultimately to gain their approval of the 2024 budget. Chief Heiland provided them with an update on the success he

has had with the duty crew pilot program. Mayor Miner explained that the increase in the budget for 2024 is tied to funding duty crews and raises for the firefighters, and pointed out that following a rate study, they'd found that the Long Lake firefighters were not making as much as many of their peers in the surrounding areas. Though Orono has requested a change in service area starting July 1, 2024, Long Lake firefighters will serve Orono all through 2024 and 2025. He noted that they are hopeful the Orono City Council will approve the proposed budget at their December 11, 2023 meeting without other strings attached that may be related to negotiations between the cities.

Mayor Miner also advised that earlier in the afternoon, a Hennepin County District Court Judge issued an order to hold the City of Orono in contempt of court. He gave a brief overview of the situation, actions taken by Orono, various communication efforts, and how things got to this point in the legal system. He noted that all Long Lake really wants is for Orono to adhere to the contract that has been in place for the last 20 years or so. Long Lake had begun to see signs that Orono was violating the Judge's temporary injunction order beginning in July/August which resulted in the latest action finding Orono in contempt. Both cities had filed legal documents surrounding this matter, Long Lake is trying to be as transparent as possible throughout the process, and more information can be found on the City's website under the Fire Services Updates tab. He encouraged people to take a look at the documentation from both cities. The recent order from the District Court Judge mentions issues like firefighter recruitment and actions related to Station 2. A City ListServ message will soon be sent out to residents giving additional details. He emphasized that the Long Lake Fire Department will continue to provide great service to the communities it serves. The Judge's ruling concluded with the order that Orono will pay for Long Lake's legal fees and also deemed that they pay a fine of \$2,000 for each instance of any future contact with firefighters for purposes of recruitment or violations regarding the fire stations without involving Long Lake in the planning process. He reflected that he did not think anybody set out to take a neighboring city to court, but ultimately he felt personally vindicated that Long Lake has done the right thing and held their ground throughout this process. He reiterated that Long Lake simply wants Orono to uphold and abide by the contract. Additional court dates will be coming up in the future and he reminded residents that information regarding the ongoing legal proceedings can be found on the City's website.

Council member Joyce stated that she appreciates that the District Court Judge had seen what has been going on with the situation because this isn't a game or a business – this is a public safety service provided for the community, and it is very important that it not be tampered with.

Council member Kvale commented that Mayor Miner had done a good job of summarizing the situation but added that there was a lot more detail within the order that was issued.

Mayor Miner mentioned that this is a very unique situation and he did not believe there had been another situation in the State where one city had sued another and the other city was found to be in contempt of court.

Council member Dyvik indicated that the Fire Advisory Board is required to hold at least four meetings a year and, at Orono's request, they just held their sixth meeting of the year. He and Mayor Miner had supported scheduling the latest meeting because, despite everything else going on, there is still a Fire Department to support which means approving a budget for 2024. The recent meeting had been about two and a half hours long and they discussed all the duty crew data that Orono had asked for from the pilot program. As Mayor Miner had stated, the program has exceeded expectations and has had a really good response from the firefighters. He clarified that the function of the Fire Advisory Board is to review, edit, and support the budget, and not to bring in other terms/conditions from outside the

contract or about how Chief Heiland operates the Fire Department. Council member Dyvik voiced his hope that the Orono City Council will ultimately approve the proposed budget and recalled that the representatives from their City had expressed their support for the firefighter pay raises and the duty crews. He stated that 80% of the proposed increase to Orono is for the pay raise for the firefighters and the duty crew, both of which they have stated that they support; and the remainder of the increase was related to insurance costs. He added that he'd had some conversations with local residents and has found that perhaps the Council needs to clarify a few things because there are some inaccurate rumors floating around. One of the rumors is that Long Lake does not have a plan for moving forward without Orono, which is untrue. Long Lake has had discussions with neighboring fire departments and has options available, but he believes their desire is still to have a Joint Powers Agreement for fire service including Orono that is operated under an independent fire board that oversees its operation, similar to how the Excelsior Fire District operates. Another rumor was that Long Lake had pulled the Joint Powers Agreement offer to Orono off of the table. There has not been much discussion on that offer since it was made last January, but that was indeed Long Lake's primary counteroffer to Orono. Orono had not really addressed it formally and had made their decision in June to go their own way, but in his opinion, a Joint Powers Agreement involving Orono would still be Long Lake's desire because they are the City's closest neighbor. The Joint Powers Agreement counteroffer was never addressed by Orono, but it was also not removed by Long Lake. Council member Dyvik reflected that there will be a Joint Powers Agreement of some sort in the future with some other community or communities, and while he would prefer it be made with Orono, it appears that they are making decisions that show that they are not interested in that approach.

Council member Joyce asked who served on the Fire Advisory Board from Orono.

Council member Dyvik replied that the Orono representatives are their Council members Richard Crosby and Maria Veach. The Fire Advisory Board also includes Mayor Martin and Dino Deslauriers from Medina. Representatives from Minnetonka Beach attend the meetings, but do not have voting rights.

Council member Joyce questioned whether the proposed cut to the duty crew budget would negatively impact the duty crew program.

Council member Dyvik responded that he thinks they decided that they could make it work if they can get a budget approved. Right now, calls are going out as 'all calls' but once duty crews are more established, they can change that so there aren't 15 firefighters showing up for things like a medical or lift assist call, thereby resulting in savings.

Council member Joyce observed that in the long run, she felt the idea of the duty crews was for more efficiency.

Council member Dyvik explained that the idea of the duty crews was related to both efficiency and response time.

Council member Joyce pointed out that, to her, cutting the budget seems counter-intuitive.

Mayor Miner noted that there is some fallback type language in the contract if the budget is not approved.

Council member Dyvik agreed, but stated that he would like to avoid that outcome if possible because he felt that process would get complicated.

Council member Joyce noted that the measure in the contract does serve as a safety net and protects them from the worst-case scenario.

Council member Dyvik added that one other thing that Chief Heiland had stated about the duty crews was that they have enabled them to take care of a lot of details such as cleanup and maintenance at the stations. They've also been able to be involved in community engagement activities and shared a recent example of the Long Lake Fire Department having escorted the Orono Swim and Dive Team out of town when they made it into the State competition.

Jay Nygard, 1386 Rest Point Road, Orono – Mr. Nygard asked for an opportunity to address the Council. He stated that he felt the Council had accomplished something that he had been trying to do for 12 years which is to get the courts to understand that Orono does not like following the law or court orders. He commented that he felt that Long Lake did a really good job with their approach and it was very nice to see that the District Court Judge understood what was happening and that the disingenuous people involved are not those within the room. He was glad to hear that Long Lake has already started working on a community solution, but noted that the statement made that Long Lake was really hoping to work with Orono on this solution felt a bit like an abused spouse or child trying to hang out with their abuser. He indicated that he understands the position Long Lake is in, but feels that the best part is that they are still trying to do the right thing despite everything that is going on. As an Orono resident, he has greatly appreciated Long Lake's efforts in this matter and that the court had done what he sees as the right thing.

OTHER BUSINESS

Planning Commission Liaison Report - Council member Feldmann stated that the Planning Commission had met last week for a very short meeting to swear in a new member and recommend reappointment of a current member.

Congratulations to Orono Swim and Dive Team - Council member Dyvik congratulated the Orono Swim and Dive Team for taking second place at the individual State competition.

Holiday Home Decorating Contest - Mayor Miner indicated that the Holiday Home Decorating contest was coming up and an email would be sent out soon about it. He encouraged residents to participate. He wished everyone a Happy Thanksgiving.

Park Board Liaison Report - Council member Joyce shared that the Park Board had met last night at a dinner meeting to work on the Holiday Tree Lighting event coming up on December 8, 2023 at 5:30 pm at Holbrook Park. She mentioned that one of the Board members had come across some very interesting grant opportunities that they will be looking at more closely.

Holiday Office Closure - Mayor Miner advised that the City offices would be closed on November 23 and 24, 2023 in honor of the Thanksgiving holiday.

Fire Department Software - Council member Feldmann reported that he and Chief Heiland have begun looking for a more efficient software for the Fire Department to use and noted that they appear to have found quite a few options for what they can use that is less 'clunky' to operate.

Projects Welcoming Occupancy – Moeller stated that there are residents moving into both the Zvago and The Stax projects. Mayor Miner had spoken with the rental manager at The Stax who'd told him they are planning an open house for the second week of December and will be giving tours during the event.

Representative Myers' Roundtable Event – Mayor Miner reported that he had received an invitation to attend a roundtable event hosted by Representative Myers on December 11, 2023 for the cities in his district. Council member Joyce believed the entire Council had been invited and asked if the idea was for the entire Council to attend or just a representative.

Quorum Notice Preparation - Moeller asked Mayor Miner to forward a copy of the information on Representative Myers' roundtable event to her so she could prepare a quorum notice for that meeting. Council member Joyce asked Moeller to also post a quorum notice for the Holiday Tree Lighting Event.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:20 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 / December 5, 2023

SUBJECT: Approve Vendor Claims and Payroll

Prepared By: Amanda Nowezki, Finance Director

Report Date: 11/30/2023

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$110,636.45 and electronic vendor payments in the amount of \$6,015.43 for a total amount of **\$116,651.88**; gross City Employee payroll paid November 30 in the amount of **\$26,298.29**.

Overview / Background

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

Supporting Information

- Listing of Claims Paid
- Electronic Vendor Payments
- Biweekly Payroll



LONG LAKE, MN

11/30/23 11:01 AM

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Section 5C.

*Check Summary Register©

Checks 70024-70051

Name	Check Date	Check Amt	
10100 GENERAL FUND CASH			
70024	GOPHER STATE ONE CALL	11/16/2023	\$105.30 Was Ck#69840
70025	JANE SHAFFER	11/16/2023	\$109.06 Was Ck#69847
70026	BITUMINOUS ROADWAYS, INC.	11/16/2023	\$25,026.97 Was Ck#69892
70027	BATTERY JUNCTION WHOLESAL	11/30/2023	\$154.51 FD Bulk pack of AA Batteries
70028	CENTERPOINT ENERGY	11/30/2023	\$20.76 Gas Charges - 250 Lindawood
70029	CITY OF WAYZATA	11/30/2023	\$33.25 Fire Fighter Background Cks -Oct 2023
70030	COLONIAL LIFE	11/30/2023	\$13.06 AD Insurance - Dec 2023
70031	DELTA DENTAL	11/30/2023	\$367.77 Dental Insurance - Dec 2023
70032	FERGUSON WATERWORKS	11/30/2023	\$9,414.99 MRX Meter Reader
70033	FP MAILING SOLUTIONS	11/30/2023	\$171.00 Postage Machine Service - 11/12/23-02/11/24
70034	HAWKINS INC	11/30/2023	\$30.00 Water Chemicals - Chlorine Cylinder
70035	HH FABRICATION AND REPAIR,	11/30/2023	\$2,420.00 Fabricated Mounting Plates for Snow Pusher/F
70036	LARKIN HOFFMAN	11/30/2023	\$27,374.00 FD CONTRACT DISPUTE W/ORONO - Oct 20
70037	MADISON NATIONAL LIFE	11/30/2023	\$114.80 STD Insurance - Dec 2023
70038	MEDIACOM	11/30/2023	\$712.73 CH Internet Services - (11/26/23-12/25/23)
70039	MIDLAND NURSEY, INC	11/30/2023	\$200.00 FD Sprinkler Winterization
70040	MN DEPARTMENT OF HEALTH	11/30/2023	\$1,849.00 MDH Fees 4th Quarter 2023
70041	OPENPATH SECURITY INC	11/30/2023	\$1,020.00 FD Openpath Subscription - 11/2/23-11/1/24
70042	Performance Petroleum	11/30/2023	\$879.20 Well House #1 Generator- Oil
70043	ROLF ERICKSON	11/30/2023	\$2,045.00 Assessor Fees - Dec 2023
70044	MN LIFE INSURANCE CO	11/30/2023	\$21.00 LIFE INS - Dec 2023
70045	TEMACA IRRIGATION LLC	11/30/2023	\$175.00 FD Sprinklet Winterization
70046	TIMESAVER OFF SITE	11/30/2023	\$272.25 11/6 City Council+ Worksession Mtg Minutes
70047	TITAN MACHINERY	11/30/2023	\$102.04 Backhoe Supplies
70048	UNIVERSAL TRUCK SERVICE LL	11/30/2023	\$1,500.00 2021 Hyundai Payloader Beacon
70049	WSB & ASSOCIATES, INC	11/30/2023	\$9,600.55 General Engineering; Grand Ave Bonding pres
70050	Xcel Energy	11/30/2023	\$37.21 Steet Lights - 1070 W Wayzata Blvd
70051	CITY OF WAYZATA	11/29/2023	\$26,867.00 Was Ck#112023
Total Checks			\$110,636.45



LONG LAKE, MN

***Check Detail Register©**

Checks 70024-70051

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
70024	11/16/23	GOPHER STATE ONE CALL			
E 601-49400-3855		Gopher One Locates Expe	\$105.30	30880553	Aug 2023 Locates
		Total	\$105.30		
70025	11/16/23	JANE SHAFFER			
E 601-49400-4320		Utility Overpmts/Uncollect	\$109.06	779-00-0	Refund Overpayment on Utility Act 01-00000779-00-0
		Total	\$109.06		
70026	11/16/23	BITUMINOUS ROADWAYS, INC.			
E 420-43121-4085		Pvmt Mgmt - Reconstructi	\$11,826.97	17700	Pavement Project Mill & Overlay - Glendale Dr
E 420-43121-4085		Pvmt Mgmt - Reconstructi	\$13,200.00	17700	Pavement Project Mill & Overlay - City Hall Parking Lot
		Total	\$25,026.97		
70027	11/30/23	BATTERY JUNCTION WHOLESALE			
E 205-42281-2215		SCBA Equipment Parts	\$77.26	2150146	FD Bulk pack of AA Batteries
E 205-42285-2215		SCBA Equipment Parts	\$77.25	2150146	FD Bulk pack of AA Batteries
		Total	\$154.51		
70028	11/30/23	CENTERPOINT ENERGY			
E 602-49450-3830		Natural Gas Expense	\$20.76	106679608-1	Gas Charges - 250 Lindawood
		Total	\$20.76		
70029	11/30/23	CITY OF WAYZATA			
E 205-42280-3000		Professional Svcs	\$33.25	111523	Fire Fighter Background Cks -Oct 2023
		Total	\$33.25		
70030	11/30/23	COLONIAL LIFE			
G 101-21710		Other Deductions	\$13.06	43698311201	AD Insurance - Dec 2023
		Total	\$13.06		
70031	11/30/23	DELTA DENTAL			
E 101-41500-1310		Employer Paid Health	\$76.57	RIS00053310	Dental Insurance - Dec 2023
E 101-43050-1310		Employer Paid Health	\$96.32	RIS00053310	Dental Insurance - Dec 2023
E 601-49400-1310		Employer Paid Health	\$37.69	RIS00053310	Dental Insurance - Dec 2023
E 602-49450-1310		Employer Paid Health	\$37.69	RIS00053310	Dental Insurance - Dec 2023
E 603-43150-1310		Employer Paid Health	\$37.69	RIS00053310	Dental Insurance - Dec 2023
G 101-21706		FlexPlan - Ins Prem	\$81.81	RIS00053310	Dental Insurance - Dec 2023
		Total	\$367.77		
70032	11/30/23	FERGUSON WATERWORKS			
E 601-49400-4040		Equip Maint & Repair	\$9,414.99	0515996	MRX Meter Reader
		Total	\$9,414.99		
70033	11/30/23	FP MAILING SOLUTIONS			
E 101-41500-4130		Postage Machine Maint	\$171.00	RI105988814	Postage Machine Service - 11/12/23-02/11/24
		Total	\$171.00		
70034	11/30/23	HAWKINS INC			
E 601-49400-2160		Chemicals and Chem Pro	\$30.00	6625128	Water Chemicals - Chlorine Cylinder



LONG LAKE, MN

***Check Detail Register©**

Checks 70024-70051

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			Total	\$30.00	
70035	11/30/23	HH FABRICATION AND REPAIR, LLC			
E 401-43000-5000		Capital Outlay	\$2,420.00	12194	Fabricated Mounting Plates for Snow Pusher/Front Loader
			Total	\$2,420.00	
70036	11/30/23	LARKIN HOFFMAN			
E 101-42110-3120		Legal Fees - Civil	\$27,374.00	830237	FD CONTRACT DISPUTE W/ORONO - Oct 2023
			Total	\$27,374.00	
70037	11/30/23	MADISON NATIONAL LIFE			
E 101-41500-1310		Employer Paid Health	\$49.20	1592827	STD Insurance - Dec 2023
E 205-42280-1310		Employer Paid Health	\$16.40	1592827	STD Insurance - Dec 2023
E 101-43050-1310		Employer Paid Health	\$22.62	1592827	STD Insurance - Dec 2023
E 601-49400-1310		Employer Paid Health	\$8.86	1592827	STD Insurance - Dec 2023
E 602-49450-1310		Employer Paid Health	\$8.86	1592827	STD Insurance - Dec 2023
E 603-43150-1310		Employer Paid Health	\$8.86	1592827	STD Insurance - Dec 2023
			Total	\$114.80	
70038	11/30/23	MEDIACOM			
E 101-41940-3275		Internet Access (Mediaco)	\$250.00	112823	CH Internet Services - (11/26/23-12/25/23)
E 101-41942-3275		Internet Access (Mediaco)	\$462.73	112823	PW Internet Services - (11/26/23-12/25/23)
			Total	\$712.73	
70039	11/30/23	MIDLAND NURSEY, INC			
E 205-42282-3845		Lawn & Turf Maintenance	\$200.00	203248	FD Sprinkler Winterization
			Total	\$200.00	
70040	11/30/23	MN DEPARTMENT OF HEALTH			
E 601-49400-4400		MDH Water Act Fees Re	\$1,849.00	112123	MDH Fees 4th Quarter 2023
			Total	\$1,849.00	
70041	11/30/23	OPENPATH SECURITY INC			
E 205-42282-4010		Bldg Maint & Repairs	\$510.00	INV92929	FD Openpath Subscription - 11/2/23-11/1/24
E 205-42286-4010		Bldg Maint & Repairs	\$510.00	INV92929	FD Openpath Subscription - 11/2/23-11/1/24
			Total	\$1,020.00	
70042	11/30/23	Performance Petroleum			
E 601-49400-2270		Utility Maint Supplies	\$879.20	150897	Well House #1 Generator- Oil
			Total	\$879.20	
70043	11/30/23	ROLF ERICKSON			
E 101-41500-3025		Assessor Fees - Subconta	\$2,045.00	111423	Assessor Fees - Dec 2023
			Total	\$2,045.00	
70044	11/30/23	MN LIFE INSURANCE CO			
E 101-41500-1310		Employer Paid Health	\$9.00	33180034	LIFE INS - Dec 2023
E 205-42280-1310		Employer Paid Health	\$3.00	33180034	LIFE INS - Dec 2023
E 101-43050-1310		Employer Paid Health	\$4.14	33180034	LIFE INS - Dec 2023
E 601-49400-1310		Employer Paid Health	\$1.62	33180034	LIFE INS - Dec 2023
E 602-49450-1310		Employer Paid Health	\$1.62	33180034	LIFE INS - Dec 2023



LONG LAKE, MN

***Check Detail Register©**

Checks 70024-70051

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 603-43150-1310		Employer Paid Health	\$1.62	33180034	LIFE INS - Dec 2023
		Total	\$21.00		
70045	11/30/23	TEMACA IRRIGATION LLC			
E 205-42282-3845		Lawn & Turf Maintenance	\$175.00	112223	FD Sprinklet Winterization
		Total	\$175.00		
70046	11/30/23	TIMESAVER OFF SITE			
E 101-41500-3000		Professional Svcs	\$272.25	M28708	11/6 City Council+ Worksession Mtg Minutes
		Total	\$272.25		
70047	11/30/23	TITAN MACHINERY			
E 101-43000-2210		Equipment Parts	\$102.04	18991164	GP Backhoe Supplies
		Total	\$102.04		
70048	11/30/23	UNIVERSAL TRUCK SERVICE LLC			
E 401-43000-5000		Capital Outlay	\$500.00	87830	2021 Hyundai Payloader Beacon
E 401-43000-5000		Capital Outlay	\$1,000.00	87830	2021 Hyundai Payloader Quick Attach blanks
		Total	\$1,500.00		
70049	11/30/23	WSB & ASSOCIATES, INC			
G 700-29295		1948 Wayzata (Zvago) 20	\$7,894.00	R-015781-00	Zvago; Bank service drilling activities, storm sewer install, Erosion Control Inspection
G 700-29295		1948 Wayzata (Zvago) 20	\$49.80	R-015781-00	Zvago; Mileage
G 700-29326		VirginiaAve/The Stax(Nrth	\$613.50	R-017904-00	The Stax; Erosion Control Inspection, Rainfall Inspection
G 700-29324		Symes(Aava Vetta) Bld:C	\$642.00	R-019417-00	Aava Vetta; Erosion Control SWPPP Compliance Inspection
E 101-41910-3032		General Planning	\$317.50	R-021104-00	General Planning/Zoning; Fence questions, Boat Storage, RV Marine, Etc
G 700-29330		925 W Wayzata(Carlson)2	\$32.75	R-021104-00	Wilds on Wayzata; Emails to Hennepin Cty
E 101-41910-3030		Engineering Fees	\$51.00	R-021427-00	General Engineering; Grand Ave Bonding presentation handout
		Total	\$9,600.55		
70050	11/30/23	Xcel Energy			
E 101-43100-3815		Street Lighting Maint/Elect	\$37.21	854227199	Steet Lights - 1070 W Wayzata Blvd
		Total	\$37.21		
70051	11/29/23	CITY OF WAYZATA			
E 101-42110-3130		Subcontracted Police Svc	\$26,867.00		Police Services - Dec 2023
		Total	\$26,867.00		
		10100	\$110,636.45		



LONG LAKE, MN

*Check Detail Register©

Checks 70024-70051

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$58,302.45
205 FIRE DEPARTMENT	\$1,602.16
401 PERMANENT IMP REVOLVING FUND	\$3,920.00
420 PAVEMENT MGMT FUND	\$25,026.97
601 WATER FUND	\$12,435.72
602 SANITARY SEWER FUND	\$68.93
603 SURFACE WATER MGMT FUND	\$48.17
700 BUILDING PERMIT ESCROWS	\$9,232.05
	<hr/>
	\$110,636.45



LONG LAKE, MN

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Section 5C.

*Check Summary Register©

Checks 2856-2858

	Name	Check Date	Check Amt	
10100	GENERAL FUND CASH			
2856e	HEALTHPTNR-GROUP HLTH WO	11/15/2023	\$70.56	FD EAP-Oct 2023
2857e	SPEEDWAY LLC	11/27/2023	\$2,858.56	Fuel - Nov 2023
2858e	USBANK CREDIT CARD	11/27/2023	\$3,086.31	Nov CC Purchases
		Total Checks	\$6,015.43	



LONG LAKE, MN

***Check Detail Register©**

Checks 2856-2858

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
2856 e	11/15/23	HEALTHPTNR-GROUP HLTH WORKSIT			
E 205-42281-1310		Employer Paid Health	\$35.28	7016085	FD EAP-Oct 2023
E 205-42285-1310		Employer Paid Health	\$35.28	7016085	FD EAP-Oct 2023
		Total	\$70.56		
2857 e	11/27/23	SPEEDWAY LLC			
E 205-42281-2120		Motor Fuels	\$992.74		FD Fuel - Nov 2023
E 101-43000-2120		Motor Fuels	\$1,865.82		FD Fuel - Nov 2023
		Total	\$2,858.56		
2858 e	11/27/23	USBANK CREDIT CARD			
E 101-41942-4010		Bldg Maint & Repairs	\$22.77		PW-Ace; Building Concrete
E 601-49400-4330		Dues and Subscriptions	\$16.27		PW-Amazon Prime
E 101-43000-2210		Equipment Parts	\$87.99		PW-Universal Truck Service; Sterling Dumptruck Mudflaps
E 101-43100-2245		Sand / Salt Plowing Materi	\$75.96		PW-Vevor; Orange Snow Poles
E 101-45200-2150		Shop Supplies	\$27.98		PW-Ace; Gloves (x2)
E 101-45200-2400		Small Tools and Minor Eq	\$199.99		PW-Northern Tool; Chainsaw
E 205-42280-4450		Food & Beverage (Mtgs/Tr	\$15.11		FD-Lunds; Cookies
E 205-42282-2230		Bldg & Grnds Maint Suppli	\$19.99		FD-Ace; Batteries
E 205-42281-2080		Training/Instruct Materials	\$32.00		FD-Coaching Systems; CAVO4 (P. Morse)
E 205-42280-4330		Dues and Subscriptions	\$1.99		FD-Google Storage
E 205-42281-2080		Training/Instruct Materials	\$32.00		FD-Coaching Systems; CAVO4 (AJ Rewerts)
E 205-42280-4330		Dues and Subscriptions	\$16.27		FD-Amazon; Prime Membership Fee
E 205-42282-4010		Bldg Maint & Repairs	\$169.34		FD-Amazon; Soap Dispenser/Soap
E 205-42281-4030		Light Truck Maint & Repair	\$103.58		FD-One Stop Auto; Oil Change & Filter for 2013 Chevy Tahoe
E 205-42282-3840		Custodial & Waste Remov	\$70.28		FD-Amazon; Paper Towels
E 205-42281-2215		SCBA Equipment Parts	\$804.80		FD-Ergodyne; Red SCBA MASK Bags (x25)
E 205-42285-2215		SCBA Equipment Parts	\$804.79		FD-Ergodyne; Red SCBA MASK Bags (x25)
E 205-42281-2080		Training/Instruct Materials	\$32.00		FD-Coaching Systems; CAVO4 (A Straka)
E 205-42282-4010		Bldg Maint & Repairs	\$375.00		FD-Water Heater Repairs
E 101-43000-3000		Professional Svcs	\$54.50		PW-CarStickers; New Logo Truck Magnets
E 101-41500-3090		Software Support	\$60.00		CH-Google; Company Emails
E 101-41500-3090		Software Support	\$45.00		CH-Constant Contact
E 101-41500-2030		Printed Forms	\$18.70		CH-UPS; Color Copies for Bonding Tour
		Total	\$3,086.31		
		10100	\$6,015.43		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$2,458.71
205 FIRE DEPARTMENT	\$3,540.45
601 WATER FUND	\$16.27
	<u>\$6,015.43</u>



LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly

Check Date: 11/30/2023 per. 24

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net Pay
000000287 DECKER JR, MICHAEL	1,210.00	1,210.00	1,210.00	72.58	56.04		75.02	17.55						988.81
000000243 DIERCKS, SEAN	3,851.11	3,601.99	3,601.99	567.53	217.12		238.77	55.84	249.12					2,522.73
000000286 HEILAND, MICHAEL	4,653.39	4,166.94	4,166.94	430.53	224.19			67.47	486.45					3,444.75
000000004 LAAKKONEN, DONALD A	3,099.36	2,547.30	2,547.30	335.50	114.05		176.55	41.29	300.26	251.80				1,879.91
000000271 MENARD, MATTHEW	2,488.39	2,283.64	2,283.64	127.38	114.91		153.40	35.88	190.55	14.20	454.54			1,397.53
000000091 MOELLER, JEANETTE	3,103.45	2,864.42	2,864.42	236.81	123.06		190.10	44.46	201.72	37.31				2,269.99
000000252 NOWEZKI, AMANDA	3,133.95	2,927.70	2,927.70	297.47	190.49		194.30	45.44	206.25					2,200.00
000000214 WESKE, SCOTT	4,758.64	4,461.10	4,461.10	768.36	280.79		294.66	68.91	291.47	6.07				3,048.38

941 Deposit

Federal Tax	\$2,836.16
Medicare	\$753.68
Social Security	\$2,645.60
Advanced EIC	None
Total Deposit	\$6,235.44

Pay Summary

Gross	26,298.29
Federal Gross	24,063.09
State Gross	24,063.09
FICA Gross	21,335.52

Tax Summary

Federal Tax	2,836.16	
State Tax	1,320.65	
Local Tax		
FICA Ded/Ben	1,322.80	1,322.80
Medicare Ded/Ben	376.84	376.84

Others

Retirement	1,925.82
Tax-Sheltered	309.38
Voluntary	454.54
Tips	0.00
Reimbursement	0.00
Net Pay (-tips)	17,752.10



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / December 5, 2023

SUBJECT: Accept the Resignation of a Firefighter From the Long Lake Fire Department

Prepared By: Mike Heiland, Fire Chief

Report Date: 11/29/2023

Recommended City Council Action

Staff recommends the following:

Motion to accept the resignation of firefighter Shane B. Gardner from the Long Lake Fire Department.

Overview / Background

Firefighter and former Assistant Fire Chief Shane B. Gardner has submitted a letter to Fire Chief Heiland informing him of his intent to resign from the Long Lake Fire Department, effective Sunday, December 31, 2023. Mr. Gardner joined the Department in January 2008. We sincerely appreciate his sixteen years of dedicated service to our community as a firefighter and in a number of officer leadership positions for the Department during his tenure. His letter of resignation is attached for formal acceptance by the City Council.

Supporting Information

- Resignation letter from Shane Gardner

11/8/2023

Dear Chief Heiland,

I am writing this letter to formally resign from my position at the Long Lake Fire Department, effective December 31st 2023. It is with a heavy heart that I make this decision, as my time at the department has been life changing.

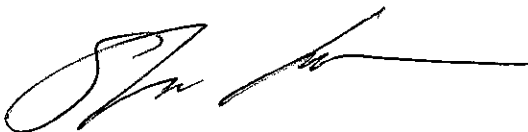
During my tenure I've had the privilege of working alongside dedicated and selfless individuals who continually put their lives on the line to protect and serve our community. The camaraderie and sense of purpose experienced within the LLFD family is truly unparalleled.

However, after careful consideration, I've come to the realization that it's time for me to pursue a new chapter in my life and serve the community in which I live. I did not arrive at this decision easily but I am confident that it is the right one for me personally, professionally and for my family.

I would like to express my heartfelt gratitude to everyone at the Long Lake Fire Department. The knowledge and skills I have acquired, the friendships I have formed, and the invaluable experiences I have gained will forever shape me as an individual. I am proud to have been part of a team that exemplifies professionalism, bravery, and unwavering dedication.

I will always cherish the memories and the bonds I have formed during my time. I am grateful for the opportunities and the trust that has been placed in me. I wish you and the entire department continued success, safety, and fulfillment in all your future endeavors.

Thank you!
Shane Gardner





CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / December 5, 2023

SUBJECT: Public Meeting to Discuss Proposed 2024 Budget and Levy

Prepared By: Scott Weske, City Administrator

Report Date: 12/05/2023

Recommended City Council Action

Staff recommends the following:

This public meeting provides an opportunity for the public to ask any questions and make comments related to the following year's budget and levy. No action is required at this meeting. Consider incorporating meeting comments into consideration of adoption of Final 2024 Budget and Total Levy at the City Council's regular meeting of December 19, 2023.

Overview / Background

State Truth in Taxation (TNT) statutes allow cities to hold a special public meeting prior to final budget and levy adoption. At the TNT public meeting, the proposed budget and levy for the following year is presented to the public. This public meeting also provides an opportunity for the public to ask any questions and make comments related to the following year's budget and levy. No formal action will be taken by the Council at the meeting with regard to the proposed levy and budget.

All cities must adopt a final 2024 budget and payable 2024 levy, certifying the final levy to the County Auditor by the end of December 2022. Final adoption is planned to occur at the regular City Council meeting of December 19, 2023.

Although questions from the public should be directed to the Council rather than to City staff, staff will be more than happy to answer any questions the Council may have. It is suggested that each member of the public be limited to a certain amount of time during which to ask questions or make comments so that everyone present will be given the opportunity to comment. A limit of three minutes per speaker is suggested, but that decision is, as always, left to the discretion of the Council.

Supporting Information

- Copy of "Truth in Taxation Public Meeting" PowerPoint presentation

City of Long Lake

2024 Truth in Taxation Meeting

City of Long Lake
December 5, 2023



2024 Budget Factors

- **State Aid**
 - Local Government Aid (LGA) is certified to be \$0 in 2024.
- **License/Permit Revenue Expected to Remain Flat**
 - 2024 building permit revenues are expected to stay consistent in the remodel and upgrade category.

2024 Budget Factors

- **Employee Headcount and Salary/Benefit Costs**
 - Public Works Maintenance Worker planned salary step increases, and a 3.0% salary range move for other staff. Council did mention there could be a larger COLA based on a current inflation rates.
- **Insurance Premiums**
 - Budgeted 10% increase in employee health and 0% increase in employee dental insurance premiums.
 - Assumed 10% increase in workers' compensation insurance premiums.
 - Assumed 5% increase in liability insurance premiums.



2024 Recommended Levy

	2023	2024 Proposed
Operating Levy	\$1,321,113	\$1,490,925
Debt Service Levy	\$85,627	\$86,665
Total Net Levy	\$1,406,740	\$1,577,590
\$ Increase		\$170,850
% Increase		12.1%



2024 Levy

- Adjusted Net Tax Capacity increased \$526,383 from \$4,191,148 to \$4,717,531
- The levy increase of \$170,850 accompanied by a 12.56% increase in Adjusted Net Tax Capacity, results in a flat or no change of the local City tax rate for 2024
- Staff believes inflated housing prices will drop in 2024-2025.



Tax Levy History

	Debt Levy	Operating Levy	Total Net Levy	% Increase Over Previous Yr.	Tax Rate
2016	\$58,541	\$1,006,038	\$1,064,579	0%	43.796%
2017	\$100,737	\$963,842	\$1,064,579	0%	39.18%
2018	\$146,853	\$917,726	\$1,064,579	0%	37.15%
2019	\$104,831	\$959,838	\$1,064,579	0%	36.42%
2020	\$105,556	\$1,013,030	\$1,118,585	5.07%	36.57%
2021	\$82,885	\$1,140,498	\$1,223,838	11.9%	36.056%
2022	\$84,335	\$1,213,573	\$1,277,908	6.09%	35.957%
2023	\$85,627	\$1,321,113	\$1,406,740	10.08%	33.4%
2024	\$86,665	\$1,490,925	\$1,577,590	12.14%	33.4%



Major General Capital Items for 2024 to Consider

- Continuation of annual pavement replacement projects
- City Hall building upgrades
- Public Works building upgrades
- Prepare for the expense of future fire department related items

