CITY COUNCIL MEETING

December 02, 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 November 18, 2025 City Council Work Session

   B. Approve Minutes of November 18, 2025 City Council Meeting

   C. Approve Vendor Claims and Payroll

   D. Adopt Resolution No. 2025-43 Authorizing Signatories for the City's Financial Banking and Investment Accounts

   E. Adopt Resolution No. 2025-42 Conditionally Appointing David Thorson to the Position of Paid On-Call Firefighter

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. Legislative Updates and Review - Representative Andrew Myers, District 45A

   B. Public Meeting to Discuss Proposed 2026 Budget and Levy (Truth in Taxation)

8. **Other Business**

9. **Adjourn**

UPCOMING MEETINGS & OTHER DATES OF NOTE
Friday, December 5 (5:30 pm - 7:30 pm) / Holiday Tree Lighting in Holbrook Park
Tuesday, December 16 (5:00 pm or 5:30 pm) / City Council Work Session
Tuesday, December 16 (6:30 pm) / City Council Meeting

Members of the public may monitor the meeting in person or by watching the livestream on our YouTube channel at https://www.youtube.com/@CityofLongLakeMN/streams.

MINUTES
CITY COUNCIL WORK SESSION
November 18, 2025

CALL TO ORDER
The meeting was called to order at 5:04 pm.

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

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

Absent: None

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

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

REGULAR BUSINESS

A. Review Draft of 2026 Budget and Levy
Interim City Administrator Nowezki explained that because she would be unable to attend the December 2 Truth in Taxation hearing due to a pre-approved vacation, she would be reviewing the presentation she'd prepared in advance for that meeting to offer an opportunity for the Council to ask questions and make changes to the 2026 budget and levy. She presented her Truth in Taxation Powerpoint that outlined and informed 2026 budget and levy development; and discussed budget factors including recommendations for City staff COLA increases; impacts of the new Minnesota Paid Leave policy (MPL); overall general budget details; proposed new draft funds for capital-related expenses and capital planning; proposed levy and tax rate increases; current City staffing levels and open job postings; grant applications that were being considered; the review of water and sewer rates; proposals for transfers to capital funds on an annual basis; budgetary changes due to the new Fire Department; the need to have a vision for City park improvements; pavement management project possibilities; and how a change in the City's engineering service provider may affect future budgets. Nowezki addressed Council member questions throughout her presentation and sought input on requests for changes.

Councilmember Feldmann noted that Grand Avenue and other future road projects are unnerving given the potential for high expenses associated with those projects. He emphasized that he wanted to make sure the City was looking at all possible funding mechanisms outside of bonding, such as grants.

City Clerk Moeller mentioned that she believes the goal for the City in 2026 will be to 'do better' and for 2027 and beyond is to 'plan better'.

Nowezki reiterated that she would not be present at the Truth in Taxation meeting and inquired whether the Council wanted to make any changes to the information she had presented on the 2026 budget and levy.

Councilmember Dyvik commended Interim Administrator Nowezki for her work and stated that he liked what she had done and did not want to make changes. He indicated that he was pleased with the changes she had made to establish the capital funds.

Mayor Miner and Councilmember Kvale agreed.

The Council briefly discussed expected changes due to the new JPA for fire services.

OTHER BUSINESS

Legislative Coalition Initiative - Mayor Miner reported that greater Lake Minnetonka area cities had proposed collaborating on legislative coalition efforts by cost-sharing to retain lobbying services, and sought the Council's feedback on Long Lake potentially participating in the initiative. Following discussion, the Council granted permission to Mayor Miner to pursue possible involvement.

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

Respectfully submitted,
Jeanette Moeller
City Clerk

MINUTES
CITY COUNCIL MEETING
November 18, 2025

CALL TO ORDER
The meeting was called to order at 6:33 pm.

Present:	Mayor: Charlie Miner; Council: Jahn Dyvik, Mike Feldmann, Deirdre Kvale, and Todd Newcomer
Staff Present:	Interim City Administrator: Amanda Nowezki; City Clerk: Jeanette Moeller; City Engineer: Rachel Scheu, WSB; and Fire Chief: Mike Heiland
Absent:	None

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS – LONG LAKE NEWS, MEETING REVIEW, AND UPDATES
Mayor Miner stated that the Council had met in a work session prior to the regular meeting and had discussed the proposed 2026 budget and levy, which will be formally adopted in December.

He reported that he and Councilmember Feldmann, along with City staff, had recently met with representatives from Congresswoman Kelly Morrison's office.

Mayor Miner also shared that he had attended a Northwest Hennepin League of Municipalities meeting during the week prior, and tree grants had been a primary subject of discussion.

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

CONSENT AGENDA
The Consent Agenda consisted of the following:

A. Approve Minutes of October 30, 2025, Special City Council Meeting
B. Approve Minutes of November 3, 2025, City Council Work Session meeting
C. Approve Minutes of November 3, 2025 City Council Meeting
D. Approve Vendor Claims and Payroll
E. Approve the 2026 Shoreline Fire Department Operating Budget and Capital Improvement Plan
F. Appoint Erika Leachman as Chair and Mark Preissing as Secretary of the Park Board for 2025

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

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

REGULAR BUSINESS

A. Approve Payment Request No. 1 (Final) for the 2025 Pavement Rehabilitation Project (Lindawood Lane)

City Clerk Moeller introduced the final pay request for the City's 2025 Pavement Rehabilitation Project. She recalled that this item was originally scheduled for approval at the Council's November 3 meeting; however, a driveway drainage issue was raised at the meeting, and the Council ultimately opted to table action on the payment request pending additional information. She asked City Engineer Scheu to address the concerns that had been raised.

City Engineer Scheu clarified that a meeting had been held with the builder of the home in September at the time the drainage problem was brought to WSB's attention, and it was determined that the driveway was paved inverted and the drainage issues were not the result of the City's project. She added that had the driveway been correctly paved to slant towards the drainage swale, it would function properly.

Moeller confirmed that there had been communication with the builder ahead of the road project beginning, and the specs for the new road had been provided to the builder.

Councilmember Dyvik was assured by Ms. Scheu that the driveway could be rebuilt to correct the issue without affecting the road.

A motion was made by Feldmann, seconded by Kvale, to approve Payment Request No. 1 (Final) to Asphalt Surface Technologies Corporation (ASTECH Corp.) in the amount of $173,215.93 for the 2025 Pavement Rehabilitation Project.

The Council discussed where the water pools in the driveway, potential remedies, and communication with the homeowner through Councilmember Dyvik.

Ayes: all.

B. Consider Approval of an Appointment and Employment Agreement for the Position of City Administrator

Moeller summarized past discussions and Council direction related to filling the vacant City Administrator position, noting that Council and staff were aware that a strong internal candidate, Amanda Nowezki, had intended to apply. At the suggestion of Mayor Miner, to arrive at a decision regarding the possibility of promoting Ms. Nowezki, Moeller and City Attorney Thames had prepared an Employment Contract and updated the job description for the City Administrator position for the Council's review and consideration.

Mayor Miner commented that Nowezki had done a fantastic job serving in the capacity of Interim City Administrator over the last few months and added that it had been made clear that the best candidate for the Administrator position came from within the City. Fellow Council members voiced their support as well.

A motion was made by Feldmann, seconded by Kvale, to adopt Resolution No. 2025-41 appointing Amanda Nowezki to the position of City Administrator for the City of Long Lake. Ayes: all.

A motion was made by Feldmann, seconded by Kvale, to approve the updated job description for the City Administrator position, revised November 13, 2025. Ayes: all.

A motion was made by Feldmann, seconded by Kvale, to authorize staff to contract with Bart Fischer, Management Consultant with DDA Human Resources, Inc., for new City Administrator mentoring and coaching services in an amount not to exceed $4,750. Ayes: all.

Mayor Miner directed staff to go ahead and order City Administrator Nowezki a new official name plate for the dais.

C. Adoption of 2026 City Utilities/Recycling Rates
City Administrator Nowezki reviewed the proposed changes for 2026 City utilities and recycling rates and provided her reasoning to support her recommendations. The rate structure was discussed in detail by Council at a recent work session.

Council and staff discussed the Metropolitan Council treatment charges; the correlation between high rainfall months and a spike in the City's flow meter data; the likelihood that the City would qualify for an I&I grant; the increase in the metered flow volume over the last few years; and upcoming infrastructure repairs intended to make a difference and reduce the City's I&I volume.

Councilmember Feldmann mentioned that he appreciated having the Metropolitan Council treatment fee itemized on the City's utility bills so it can be seen by the public, and be better understood as being an external cost outside of the City.

Nowezki added that it will also be important for residents to see that the City was working to fix the underlying problems by addressing the condition of the sewer lines that are contributing to the Metropolitan Council fees.

A motion was made by Miner, seconded by Dyvik, to adopt Resolution No. 2025-40 establishing water, sewer, and storm sewer utility rates; and establishing curbside residential recycling and residential organics recycling rates. Ayes: all.

OTHER BUSINESS

Congratulations to Orono Teams - Councilmember Dyvik congratulated the Orono Women's Swim and Dive Team for taking third place in the state tournament. He also congratulated the Orono Football Team for making it to the state championship game for the first time, which will take place on November 21, 2025.

Holiday Tree Lighting - Mayor Miner reminded residents that the City's holiday tree lighting ceremony is scheduled for December 5 at 5:30 pm in Holbrook Park.

LMCC Updates - Councilmember Kvale reported that the LMCC had moved into their new space within the City's Public Works building. She shared that a retirement party for Jim Lundberg will take place on December 4 from 5:00 pm to 7:00 pm at Carbone's in Long Lake.

Chamber of Commerce Holiday Party – Councilmember Kvale stated that the Long Lake Area Chamber of Commerce will hold its annual Holiday Party on December 10 starting at 6:00 pm in the Birch's Brewhouse.

Administrator Updates - Nowezki thanked the Council for her promotion to the City Administrator position. She reported that the transition to the JPA and Shoreline Fire Department for fire services has been going really well. She reminded Council that she would be on vacation during the first week of December.

Clerk Update - Moeller indicated that she was continuing to work with the vendor towards final stages of implementing the City's new e-permitting portal, and she remains confident it will be launched by January 1, 2026.

Fire Chief Updates - Fire Chief Heiland commented that he has enjoyed working with this Council for the last three years and was looking forward to the next chapter of fire services under the JPA. He noted that he appreciated the City standing with the Fire Department and supporting him through what had occurred. Mayor Miner asked if there were plans for an Open House for the Shoreline Fire Department in the spring. Nowezki recalled that at one of the recent meetings she'd attended, the possibility of holding a ribbon-cutting event for the new Shoreline Fire Department had been raised. Heiland mentioned that someone had been out yesterday to look at all the vehicles in order to provide a price estimate on how much it would cost to rebrand the existing equipment to the new name. He reported that the five new rooftop HVAC units had been installed recently; the Fire Department had received its new masks and regulators; and a position announcement has been posted for a new Deputy Chief for the Shoreline Fire Department.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:38 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 / December 2, 2025

SUBJECT:	Approve Vendor Claims and Payroll	
Prepared By:	Amanda Nowezki, City Administrator	**Report Date:** 11/25/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of $129,747.93 and electronic vendor payments in the amount of $1,283.55 for a total amount of **$131,031.48**; and gross City Employee payroll paid November 26 in the amount of **$19,217.17**.

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

11/25/25 3:24 PM
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*Check Summary Register©

Checks 71680-71750

	Name	Check Date	Check Amt	
10100	**GENERAL FUND CASH**			
71680	ACTIVE911, INC.	11/21/2025	$876.00	2026 FD Subscription
71681	ASSOCIATION OF MN COUNTIES	11/21/2025	$30.00	Training Webinar-Managing Difficult Conversati
71682	BOUND TREE MEDICAL, LLC.	11/21/2025	$247.51	Medical Supplies; Bunting Blanket
71683	CITY OF ORONO	11/21/2025	$171.88	FD Vehicle Maint-Rear Tire Repair
71684	CITY OF WAYZATA	11/21/2025	$28,497.00	Police Services - Dec 2025
71685	COLONIAL LIFE	11/21/2025	$101.27	Opl Adl Insurance - Dec 2025
71686	DELTA DENTAL	11/21/2025	$208.25	Dental Insurance - Dec 2025
71687	ECM PUBLISHERS, INC.	11/21/2025	$597.16	Newspaper Ad-Job Positngs PW
71688	FISCHER MINING, LLC	11/21/2025	$1,232.60	Gravel for Watermain Breaks
71689	HAWKINS INC	11/21/2025	$40.00	Water Chemicals - Chlorine Cylinder
71690	HEALTHPTNR-GROUP HLTH	11/21/2025	$67.20	FD EAP-Nov 2025
71691	KLEIN UNDERGROUND, LLC	11/21/2025	$1,656.85	Mainbreak Asphalt Patch-278 Harrington
71692	LARKIN HOFFMAN	11/21/2025	$4,955.00	FD CONTRACT DISPUTE W/ORONO - Oct 20
71693	LONG LAKE FIRE DEPARTMENT	11/21/2025	$15,160.83	Fire Station 1 - Replace 5 Rooftop HVAC Syste
71694	MACQUEEN	11/21/2025	$2,174.18	FD Helmets
71695	MEDICA	11/21/2025	$2,997.35	MEDICAL INS - Dec 2025
71696	MN DEPARTMENT OF HEALTH	11/21/2025	$1,849.00	MDH Fees 4th Quarter 2025
71697	MN VALLEY TESTING LAB	11/21/2025	$54.96	Monthly Chlorine Report
71698	OPENPATH SECURITY INC	11/21/2025	$1,020.00	FD Openpath Subscription - 11/2/25-11/1/26
71699	FERGUSON ENT-DBA POLLARD	11/21/2025	$467.93	PW-Utility Locate Flags (w/Logo)
71700	PRECISION POINT PLUMBING	11/21/2025	$997.92	FD1 PLUMBING REPAIRS
71701	MCCORMICK RED ROOSTER	11/21/2025	$2,469.44	REFUND ESCROW-1830 W Wayzata Blvd
71702	MN LIFE INSURANCE CO	11/21/2025	$15.10	LIFE INS - Dec 2025
71703	TIMESAVER OFF SITE	11/21/2025	$809.50	10/30/25 City Council Meeting Minutes - 1 hr
71704	USA BLUEBOOK	11/21/2025	$156.86	Water Fluoride Lab Supplies
71705	WIDMER CONSTRUCTION LLC	11/21/2025	$3,105.00	11/05/25 Watermain Repairs - 278 Harrington
71706	WSB & ASSOCIATES, INC	11/21/2025	$2,870.75	2026 Capital Budget - Grand Ave Steet Bondin
71707	Metro West Inspection Svcs Inc	11/24/2025	$703.82	Nov 2025 Permits
71708	NCS (NEW CENTURY SERVICE)	11/24/2025	$51,991.87	FD1 Final Payment for the Replacement of 5 R
71709	BEN ROBERTACCIO	11/24/2025	$63.03	Refund utility overpayment, Act 01-00000196-0
71710	BOUND TREE MEDICAL, LLC.	11/25/2025	$946.95	Medical Supplies; Medical Bags
71711	FLOYD LOCK & SAFE	11/25/2025	$2,044.25	PW Locks
71712	FP MAILING SOLUTIONS	11/25/2025	$171.00	Postage Machine Service - 11/12/25-02/11/26
71713	MADISON NATIONAL LIFE	11/25/2025	$82.00	STD Insurance - Dec 2025
71714	MEDIACOM	11/25/2025	$881.14	PW Internet Services - (10/26/25-12/25/25)
71715	XCEL ENERGY	11/25/2025	$34.33	Steet Lights - 1070 W Wayzata Blvd
		Total Checks	$129,747.93	

10100 GENERAL FUND CASH	
101 GENERAL FUND	$41,692.91
105 ECONOMIC DEVELOPMENT	$172.00
205 FIRE DEPARTMENT	$58,684.61
420 PAVEMENT MGMT IMPROVEMENT FUND	$1,909.00
462 FIRE CAPITAL FUND	$15,160.83
601 WATER FUND	$8,945.49
602 SANITARY SEWER FUND	$239.45
603 SURFACE WATER MGMT FUND	$474.20
700 BUILDING PERMIT ESCROWS	$2,469.44
	$129,747.93

LONG LAKE, MN

*Check Detail Register©

Checks 71680-71750

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71680	11/21/25	**ACTIVE911, INC.**			
E 205-42280-4330		Dues and Subscriptions	$876.00	652079	2026 FD Subscription
		Total	$876.00		
71681	11/21/25	**ASSOCIATION OF MN COUNTIES**			
E 101-41500-3350		Conference/Meetings	$30.00	75478	Training Webinar-Managing Difficult Conversations
		Total	$30.00		
71682	11/21/25	**BOUND TREE MEDICAL, LLC.**			
E 205-42281-2190		Medical Supplies	$247.51	85991072	Medical Supplies; Bunting Blanket
		Total	$247.51		
71683	11/21/25	**CITY OF ORONO**			
E 205-42281-4030		Light Truck Maint & Repair	$171.88	20142711	FD Vehicle Maint-Rear Tire Repair
		Total	$171.88		
71684	11/21/25	**CITY OF WAYZATA**			
E 101-42110-3130		Subcontracted Police Svc	$28,497.00	111925	Police Services - Dec 2025
		Total	$28,497.00		
71685	11/21/25	**COLONIAL LIFE**			
G 101-21710		Other Deducations	$101.27	43698311201	Opl Adl Insurance - Dec 2025
		Total	$101.27		
71686	11/21/25	**DELTA DENTAL**			
E 101-41500-1310		Employer Paid Health	$78.10	RIS00067000	Dental Insurance - Dec 2025
E 101-43050-1310		Employer Paid Health	$52.06	RIS00067000	Dental Insurance - Dec 2025
E 601-49400-1310		Employer Paid Health	$20.82	RIS00067000	Dental Insurance - Dec 2025
E 602-49450-1310		Employer Paid Health	$15.62	RIS00067000	Dental Insurance - Dec 2025
E 603-43150-1310		Employer Paid Health	$15.62	RIS00067000	Dental Insurance - Dec 2025
G 101-21706		FlexPlan - Ins Prem	$26.03	RIS00067000	Dental Insurance - Dec 2025
		Total	$208.25		
71687	11/21/25	**ECM PUBLISHERS, INC.**			
E 101-43050-3500		Printing Expense	$226.83	1074276	Newspaper Ad-Job Positngs PW
E 101-43050-3500		Printing Expense	$116.77	1074277	Newspaper Ad-Job Positngs PW
E 101-43050-3500		Printing Expense	$253.56	1074278	Newspaper Ad-Job Positngs PW
		Total	$597.16		
71688	11/21/25	**FISCHER MINING, LLC**			
E 601-49400-4065		Water Main Break	$1,232.60	181992	Gravel for Watermain Breaks
		Total	$1,232.60		
71689	11/21/25	**HAWKINS INC**			
E 601-49400-2160		Chemicals and Chem Pro	$40.00	7256807	Water Chemicals - Chlorine Cylinder
		Total	$40.00		
71690	11/21/25	**HEALTHPTNR-GROUP HLTH**			
E 205-42280-1310		Employer Paid Health	$67.20	7132071	FD EAP-Nov 2025
		Total	$67.20		

LONG LAKE, MN

*Check Detail Register©

Checks 71680-71750

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71691	11/21/25	**KLEIN UNDERGROUND, LLC**			
E 601-49400-4065		Water Main Break	$1,656.85	62181	Mainbreak Asphalt Patch-278 Harrington
		Total	$1,656.85		
71692	11/21/25	**LARKIN HOFFMAN**			
E 101-42110-3120		Legal Fees - Civil	$4,955.00	866681	FD CONTRACT DISPUTE W/ORONO - Oct 2025
		Total	$4,955.00		
71693	11/21/25	**LONG LAKE FIRE DEPARTMENT**			
E 462-42283-4010		Bldg Maint & Repairs	$15,160.83	20250041	Fire Station 1 - Replace 5 Rooftop HVAC Systems
		Total	$15,160.83		
71694	11/21/25	**MACQUEEN**			
E 205-42281-2415		Turn Out Gear	$2,174.18	P58221	FD Helmets
		Total	$2,174.18		
71695	11/21/25	**MEDICA**			
E 101-41500-1310		Employer Paid Health	$1,140.48	88510222056	MEDICAL INS - Dec 2025
E 101-43050-1310		Employer Paid Health	$727.00	88510222056	MEDICAL INS - Dec 2025
E 601-49400-1310		Employer Paid Health	$290.80	88510222056	MEDICAL INS - Dec 2025
E 602-49450-1310		Employer Paid Health	$218.10	88510222056	MEDICAL INS - Dec 2025
E 603-43150-1310		Employer Paid Health	$218.10	88510222056	MEDICAL INS - Dec 2025
G 101-21706		FlexPlan - Ins Prem	$402.87	88510222056	MEDICAL INS - Dec 2025
		Total	$2,997.35		
71696	11/21/25	**MN DEPARTMENT OF HEALTH**			
E 601-49400-4400		MDH Water Act Fees Re	$1,849.00	1270018-4th	MDH Fees 4th Quarter 2025
		Total	$1,849.00		
71697	11/21/25	**MN VALLEY TESTING LAB**			
E 601-49400-3825		Water Testing Expense	$54.96	1332927	Monthly Chlorine Report
		Total	$54.96		
71698	11/21/25	**OPENPATH SECURITY INC**			
E 205-42282-4010		Bldg Maint & Repairs	$510.00	INV192886	FD Openpath Subscription - 11/2/25-11/1/26
E 205-42286-4010		Bldg Maint & Repairs	$510.00	INV192886	FD Openpath Subscription - 11/2/25-11/1/26
		Total	$1,020.00		
71699	11/21/25	**FERGUSON ENT-DBA POLLARDWATER**			
E 601-49400-3855		Gopher One Locates Expe	$467.93	0298282	PW-Utility Locate Flags (w/Logo)
		Total	$467.93		
71700	11/21/25	**PRECISION POINT PLUMBING**			
E 205-42282-4010		Bldg Maint & Repairs	$997.92	1351	FD1 PLUMBING REPAIRS
		Total	$997.92		
71701	11/21/25	**MCCORMICK RED ROOSTER**			
G 700-29333		1832 Wayzata-Red Roost	$2,469.44	111415	REFUND ESCROW-1830 W Wayzata Blvd
		Total	$2,469.44		
71702	11/21/25	**MN LIFE INSURANCE CO**			

LONG LAKE, MN

*Check Detail Register©

Checks 71680-71750

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41500-1310		Employer Paid Health	$5.40	0023198-122	LIFE INS - Dec 2025
E 205-42280-1310		Employer Paid Health	$2.70	0023198-122	LIFE INS - Dec 2025
E 101-43050-1310		Employer Paid Health	$2.70	0023198-122	LIFE INS - Dec 2025
E 601-49400-1310		Employer Paid Health	$1.08	0023198-122	LIFE INS - Dec 2025
E 602-49450-1310		Employer Paid Health	$0.81	0023198-122	LIFE INS - Dec 2025
E 603-43150-1310		Employer Paid Health	$0.81	0023198-122	LIFE INS - Dec 2025
G 101-21710		Other Deducations	$1.60	0023198-122	LIFE INS - Dec 2025
		Total	$15.10		
71703	11/21/25	**TIMESAVER OFF SITE**			
E 205-42280-3000		Professional Srvs	$172.00	112125	11/05/25 Fire Advisory Board Meeting Minutes - 1 hr
E 101-41500-3000		Professional Srvs	$172.00	31394	10/30/25 City Council Meeting Minutes - 1 hr
E 101-41500-3000		Professional Srvs	$293.50	31396	10/30/25 City Council Meeting Minutes - 2.5 hr
E 105-46500-3000		Professional Srvs	$172.00	31397	10/21/25 EDA Meeting Minutes - 1 hr
		Total	$809.50		
71704	11/21/25	**USA BLUEBOOK**			
E 601-49400-3825		Water Testing Expense	$156.86	656966	Water Fluoride Lab Supplies
		Total	$156.86		
71705	11/21/25	**WIDMER CONSTRUCTION LLC**			
E 601-49400-4065		Water Main Break	$3,105.00	5464	11/05/25 Watermain Repairs - 278 Harrington
		Total	$3,105.00		
71706	11/21/25	**WSB & ASSOCIATES, INC**			
E 101-41910-3032		General Planning	$304.50	R-026413-00	General Planning; Bldg Permit, Scooters Concept Review, Dog Wellness, Permit Handout Review
E 420-43121-3030		Engineering Fees	$1,909.00	R-026729-00	2026 Capital Budget - Grand Ave Steet Bonding Request
E 603-43150-3030		Engineering Fees	$234.75	R-026729-00	MCWD Feasibility Report
E 101-41910-3030		Engineering Fees	$422.50	R-026729-00	General Engineering; Project Mgmt, Erosion Control
		Total	$2,870.75		
71707	11/24/25	**Metro West Inspection Svcs Inc**			
E 101-42400-3035		Bldg Inspection - Subcontr	$703.82	4822	Nov 2025 Permits
		Total	$703.82		
71708	11/24/25	**NCS (NEW CENTURY SERVICE)**			
E 205-42283-5000		Capital Outlay	$51,991.87	NC-100087	FD1 Final Payment for the Replacement of 5 RTU Units
		Total	$51,991.87		
71709	11/24/25	**BEN ROBERTACCIO**			
E 601-49400-4320		Utility Overpmts/Uncollect	$63.03	196-02-7	Refund utility overpayment, Act 01-00000196-02-7
		Total	$63.03		
71710	11/25/25	**BOUND TREE MEDICAL, LLC.**			
E 205-42281-2190		Medical Supplies	$946.95	86003542	Medical Supplies; Medical Bags
		Total	$946.95		
71711	11/25/25	**FLOYD LOCK & SAFE**			

LONG LAKE, MN

*Check Detail Register©

Checks 71680-71750

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41942-2230		Bldg & Grnds Maint Suppli	$2,044.25	3728397	PW Locks
		Total	$2,044.25		
71712	11/25/25	**FP MAILING SOLUTIONS**			
E 101-41500-4130		Postage Machine Maint	$171.00	RI106869825	Postage Machine Service - 11/12/25-02/11/26
		Total	$171.00		
71713	11/25/25	**MADISON NATIONAL LIFE**			
E 101-41500-1310		Employer Paid Health	$32.80	1734589	STD Insurance - Dec 2025
E 205-42280-1310		Employer Paid Health	$16.40	1734589	STD Insurance - Dec 2025
E 101-43050-1310		Employer Paid Health	$16.40	1734589	STD Insurance - Dec 2025
E 601-49400-1310		Employer Paid Health	$6.56	1734589	STD Insurance - Dec 2025
E 602-49450-1310		Employer Paid Health	$4.92	1734589	STD Insurance - Dec 2025
E 603-43150-1310		Employer Paid Health	$4.92	1734589	STD Insurance - Dec 2025
		Total	$82.00		
71714	11/25/25	**MEDIACOM**			
E 101-41942-3275		Internet Access (Mediaco	$340.57	112525	PW Internet Services - (10/26/25-12/25/25)
E 101-41940-3275		Internet Access (Mediaco	$540.57	112525	CH Internet Services - (10/26/25-12/25/25)
		Total	$881.14		
71715	11/25/25	**XCEL ENERGY**			
E 101-43100-3815		Street Lighting Maint/Elect	$34.33	953877392	Steet Lights - 1070 W Wayzata Blvd
		Total	$34.33		
		10100	$129,747.93		

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	$41,692.91
105 ECONOMIC DEVELOPMENT	$172.00
205 FIRE DEPARTMENT	$58,684.61
420 PAVEMENT MGMT IMPROVEMENT FUND	$1,909.00
462 FIRE CAPITAL FUND	$15,160.83
601 WATER FUND	$8,945.49
602 SANITARY SEWER FUND	$239.45
603 SURFACE WATER MGMT FUND	$474.20
700 BUILDING PERMIT ESCROWS	$2,469.44
	$129,747.93

LONG LAKE, MN

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*Check Summary Register©

Checks 3317-3320

	Name	Check Date	Check Amt	
10100	**GENERAL FUND CASH**			
3317e	MIDCOUNTRY BANK	11/20/2025	$4.00	Direct Deposit Fee - M. Heiland
3318e	CUSTOMER PAYMENT	11/21/2025	$147.08	Refund HVAC Permit
3319e	POSTALIA	11/21/2025	$500.00	Postage-Nov 2025 w/WSB MAILING
3320e	SPEEDWAY LLC	11/24/2025	$632.47	Fuel - Nov 2025
		Total Checks	$1,283.55	

10100 GENERAL FUND CASH	
101 GENERAL FUND	$647.81
205 FIRE DEPARTMENT	$135.74
601 WATER FUND	$380.00
602 SANITARY SEWER FUND	$120.00
	$1,283.55

LONG LAKE, MN

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*Check Detail Register©

Checks 3317-3320

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3317 e	11/20/25	**MIDCOUNTRY BANK**			
E 205-42280-4300		Miscellaneous	$4.00		Direct Deposit Fee - M. Heiland
		Total	$4.00		
3318 e	11/21/25	**CUSTOMER PAYMENT**			
R 101-32235		Heating / Mechanical Per	$144.08	111225	Refund HVAC Permit-1672 Bollum Ln
R 101-36250		State Permit Surcharge	$3.00	111225	Refund HVAC Permit-1672 Bollum Ln
		Total	$147.08		
3319 e	11/21/25	**POSTALIA**			
E 601-49400-3220		Postage	$120.00		Postage-Nov 2025
E 602-49450-3220		Postage	$120.00		Postage-Nov 2025
E 601-49400-3220		Postage	$260.00		Postage-Nov 2025 (WSB LSL MAILING)
		Total	$500.00		
3320 e	11/24/25	**SPEEDWAY LLC**			
E 101-43000-2120		Motor Fuels	$500.73	112425	PW Fuel - Nov 2025
E 205-42281-2120		Motor Fuels	$131.74	112425	Fuel - Nov 2025
		Total	$632.47		
		10100	$1,283.55		

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	$647.81
205 FIRE DEPARTMENT	$135.74
601 WATER FUND	$380.00
602 SANITARY SEWER FUND	$120.00
	$1,283.55

LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly

Check Date: 11/26/2025 per. 24

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	2,738.95	2,562.22	2,562.22	266.15	144.17		169.82	39.71	176.73		0.74			1,941.63
000000243 DIERCKS, SEAN	4,066.05	3,801.76	3,801.76	586.62	228.46		252.10	58.96	264.29					2,675.62
000000286 HEILAND, MICHAEL	5,083.13	4,556.51	4,556.51	466.51	245.89			73.71	526.62					3,770.40
000000091 MOELLER, JEANETTE	3,292.45	2,892.07	2,892.07	229.93	119.10		192.58	45.04	214.01	186.37				2,305.42
000000252 NOWEZKI, AMANDA	4,036.59	3,635.19	3,635.19	543.16	217.13		249.64	58.38	391.20	10.20	16.88			2,550.00

941 Deposit

Federal Tax	$2,092.37
Medicare	$551.60
Social Security	$1,728.28
Advanced EIC	None
Total Deposit	$4,372.25

Pay Summary

Gross	19,217.17
Federal Gross	17,447.75
State Gross	17,447.75
FICA Gross	13,937.47

Tax Summary

Federal Tax	2,092.37	
State Tax	954.75	
Local Tax		
FICA Ded/Ben	864.14	864.14
Medicare Ded/Ben	275.80	275.80

Others

Retirement	1,572.85
Tax-Sheltered	196.57
Voluntary	17.62
Tips	0.00
Reimbursement	0.00
Net	13,243.07

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 2, 2025

SUBJECT:	Resolution Authorizing Signatories for the City's Financial Accounts	
Prepared By:	Jeanette Moeller, City Clerk	**Report Date:** 11/25/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-43 authorizing signatories for the City's financial banking and investment accounts.

Overview / Background

One of the internal controls in place on the City's checking account is the requirement of two signatures for checks prepared in an amount $5,000 or greater. Due to the limited size of City offices and segregation of duty purposes, internal controls include having the City Clerk act as the primary check signer for checks prepared by the City Administrator, with the Public Works Director, Mayor, or Mayor Pro-Tempore serving as the second signature as needed. The City Administrator remains an authorized signer on accounts at all times solely to be prepared in the event it may be necessary for the Administrator to sign checks or documents in the absence of another available signer.

The appointment of new City Administrator Amanda Nowezki effective November 24, 2025 warrants updating the list of approved signatories for the City's financial banking and investment accounts, as proposed in the attached Resolution for the Council's consideration. Upon receipt of a certified copy of the Resolution, MidCountry Bank will prepare signature documents that each of the authorized check signers must, upon proper identification, sign in the presence of a bank official at the 1964 Wayzata Boulevard W location. City staff will communicate when the signature documents are available for authorized signatories to complete.

The attached Resolution would also update authorized signatories for the City's investment account at Oppenheimer & Co. Inc. for the purpose of managing the City's investments. Again, staff will notify authorized signers once an updated signature certificate is available for their signatures. A certified copy of the Resolution identifying authorized account signatories will be forwarded to Oppenheimer & Co. Inc. along with the fully executed signature certificate to complete the update of authorized signers.

Supporting Information

- Resolution No. 2025-43

City Council
Resolution No. 2025-43

A RESOLUTION AUTHORIZING SIGNATORIES FOR THE CITY'S FINANCIAL BANKING AND INVESTMENT ACCOUNTS

WHEREAS, the City's depository, MidCountry Bank of Long Lake, MN, requires that signatories be appointed for any financial accounts; and

WHEREAS, the City's investment managing firm, Oppenheimer & Co. Inc., requires that signatories be appointed for any financial accounts and purposes related to the management of the City's investments; and

WHEREAS, the appointment of a new City Administrator effective November 24, 2025 necessitates that the list of authorized signatories be updated for all City financial accounts.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake, hereby declares and authorizes the following individuals as signatories for its financial account at MidCountry Bank and for its financial investments managed by Oppenheimer & Co. Inc.:

Charlie Miner, Mayor
Jahn Dyvik, Mayor Pro-Tempore
Jeanette Moeller, City Clerk
Sean Diercks, Public Works Director
Amanda Nowezki, City Administrator

FURTHER, BE IT RESOLVED, that the City Council of the City of Long Lake, hereby directs that new financial account signature authorization documentation be prepared by the City's financial institutions to reflect that only the above-listed individuals are authorized signatories for the City's financial accounts.

Adopted by the City Council of the City of Long Lake this 2nd day of December 2025.

BY:

____
Charlie Miner, Mayor

ATTEST:

____
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 / December 2, 2025

SUBJECT:	Appointment of New Firefighter to the Long Lake Fire Department
Prepared By:	Mike Heiland, Fire Chief / JM — **Report Date:** 11/17/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-42 conditionally appointing David Thorson 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 David Thorson. The conditions of the offer are that the firefighter pass a physical exam, psychological exam, agility test, and successfully complete their probationary period. The interview panel consisted of Captain Ted Woychick, and Firefighters Adam Hayden and AJ Rewerts.

Supporting Information

- Resolution No. 2025-42

City Council
Resolution No. 2025-42

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 David Thorson 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 David Thorson 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 screen, physical agility test, and the successful completion of a probationary period.

Adopted by the City Council of the City of Long Lake this 2nd day of December 2025.

BY:

____
Charlie Miner, Mayor

ATTEST:

____
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 / December 2, 2025

SUBJECT:	Public Meeting to Discuss Proposed 2026 Budget and Levy	
Prepared By:	Amanda Nowezki, City Administrator	**Report Date:** 11/24/2025

Recommended City Council Action

This 'Truth in Taxation' public meeting provides an opportunity for the public to ask any questions and offer comments related to the following year's City budget and levy. No action is required at this meeting; however, any public comments received may be taken into consideration by the Council in preparation for adoption of the final 2026 budget and levy at the City Council's regular meeting of December 16, 2025.

Overview / Background

State Truth in Taxation statutes require cities to hold a special public meeting prior to final budget and levy adoption. At the Truth in Taxation public meeting, the proposed budget and levy for the following year is presented to the public, after which any public meeting attendees are welcome to ask questions or share comments with the City Council. No formal action may be taken by the Council at the Truth in Taxation public meeting with regard to the proposed levy and budget.

All cities must adopt a final 2026 budget and payable 2026 levy, and to certify the final levy to the County Auditor by the end of December 2025. Final adoption is planned to occur at the regular City Council meeting of December 16, 2025.

Supporting Information

- 2026 Budget & Levy - Truth in Taxation Presentation

2026 Budget & Levy

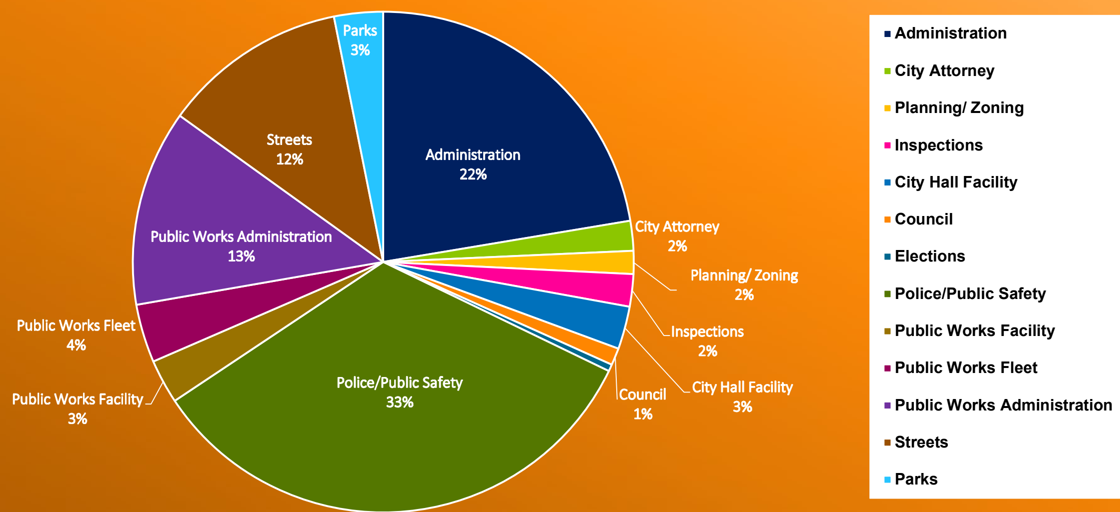
Truth in Taxation Presentation

2026 Operating Budget Impacts

In addition to the standard inflation increases that we are seeing across the board, there are a few areas that have had a significant impact on the 2026 Operating Budget:

- Unexpected staffing changes at both Public Works and City Hall will impact multiple budget line items, including wages, insurance, and workers' compensation premiums.
- Recommendation of a 3% cost of living wage increase for all city staff.
- Implementation of the MN Paid Leave program, a **new** payroll tax of 0.88%, which will be split evenly between the City and the employee, with each paying 0.44%.
- Establishment of a more robust Capital Improvement Program to better anticipate and plan for fleet replacements, facility maintenance, and infrastructure projects.
- Per the JPA, the Shoreline Fire Department will begin service on January 1, 2026. Based on the allocation formula, the City of Long Lake will be responsible for 14.58% of all operating and capital costs, resulting in a 90% budget increase ($94,104).

Budget Allocation by Department



2026 Capital Planning

To plan for future improvements and infrastructure needs, staff recommends creating four new Capital Funds to ensure capital resources are allocated across all departments:

1. *Fleet Capital Fund (430)*
2. *City Facilities Capital Fund (440)*
3. *Parks/Trails Capital Fund (452)*
4. *Sewer Lining Projects (802)*

Once these funds are established, an interfund transfer will be completed to redistribute money from the existing singular Capital Fund (401) into the new Capital Funds based on CIP projections: Pavement Management ($1,000,000), Fleet ($100,000), City Facilities ($50,000), Parks/Trails ($100,000), and Sewer Lining ($300,000).

2026 Final Levy

	2026 Final Levy	2026 Preliminary Levy	2025 Final Levy
Adjusted Net Tax Capacity	$5,334,814	$5,334,814	$5,214,123
Operating Levy Amount	$1,727,500	$1,822,421	$1,658,131
Debt Service Levy	$87,981	$87,981	$87,530
Total Net Levy	$1,815,481	$1,910,402	$1,745,661
$ Increase	$69,820	$164,741	$168,071
% Increase	4.00%	9.437%	10.65%

- The City's adjusted net tax capacity increased $120,691 for 2026.
- Based on the increased tax capacity, the $69,820 (4%) levy amount increase will result in a City tax rate of 34.031% - a 0.564% increase over the final 2025 tax rate.

Tax Levy History

	Debt Levy	Operating Levy	Total Net Levy	% Increase Over Previous Yr.	Tax Rate
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	9.41%	36.056%
2022	$84,335	$1,213,573	$1,277,908	4.42%	35.957%
2023	$85,627	$1,321,113	$1,406,740	10.08%	33.4%
2024	$86,665	$1,490,925	$1,577,590	12.15%	33.4%
2025	$87,530	$1,658,131	$1,745,661	10.65%	33.4%
2026	$87,981	$1,727,500	$1,815,481	4.0%	34.031%