



CITY COUNCIL MEETING

June 17, 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 June 3, 2025 City Council Meeting

B. Approve Vendor Claims and Payroll

C. Approve a Six-Month Probationary Status Extension for Public Works Maintenance Worker I Mike Decker

D. Adopt Resolution No. 2025-19 Approving Issuance of a Special Event Permit for the 51st Annual Corn Days Parade on August 9, 2025

6. Open Correspondence

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

7. Regular Business

A. Special Event Permit Request for Buckhorn Days 2025

B. Approve 2025 City Street Seal Coating Project

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

8. Other Business

9. Adjourn

UPCOMING MEETINGS & OTHER DATES OF NOTE

Thursday, June 19 / City Offices Closed (Juneteenth - Freedom Day)

Tuesday, July 1 (5:00 or 5:30 pm) / City Council Work Session

Tuesday, July 1 (6:30 pm) / City Council Meeting

Friday, July 4 / City Offices Closed (Independence Day)



**MINUTES
CITY COUNCIL MEETING
June 3, 2025**

CALL TO ORDER

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

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

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

Absent: Council: Dierdre Kvale (with prior notice)

PLEDGE OF ALLEGIANCE

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

Mayor Miner mentioned that commemorative services were held in the City in honor of Memorial Day that had been well attended, including the program at Nelson Lakeside Park. He thanked everyone involved in organizing and putting the Memorial Day events on, including Dave Shaughnessy of the Orono Rotary Club, the Hamel VFW Post #5903, and the Long Lake Fire Department Rifle Squad.

He also extended his appreciation to Councilmember Kvale and the two Long Lake Garden Club volunteers for the work they did on the planters on the former BP station property.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of May 20, 2025, City Council Work Session Meeting
- B. Approve minutes of May 20, 2025, City Council Meeting
- C. Approve Vendor Claims and Payroll
- D. Adopt Resolution No. 2025-17 Approving Issuance of a Special Event Permit for Corn Days 2025 on August 9, 2025; Approve Issuance of Noise Variance Permit for Live Entertainment; Approve Issuance of a 1 to 4 Day Temporary On-Sale Liquor License; and Approve an Application for Exemption for Gambling Activities at Corn Days

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

OPEN CORRESPONDENCE

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

BUSINESS ITEMS

A. Supplemental Agreement for Professional Services – 2025 Street Improvement Project Scope Changes

City Administrator Weske explained that through the process of finalizing the design for the 2025 Street Improvement Project, some project items expanded beyond the original levels, including ADA improvement design for pedestrian ramps, cross-sections, and corridor designs, storm sewer design, and additional survey work that was needed. He stated that the expanded scope of services incurred an extra \$10,000 in charges for WSB.

A motion was made by Feldmann, seconded by Dyvik, to approve the Supplemental Agreement dated May 27, 2025 to WSB's professional services agreement for scope changes to the 2025 Street Improvement Project, and to authorize the Mayor and City Administrator to execute the Supplemental Agreement. Ayes: all.

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

Mayor Miner reported that Long Lake was continuing to have discussions with Orono staff about the transition of the Fire Departments and to continue working on a Joint Powers Agreement (JPA). On June 5, elected officials from Orono, Long Lake, and some other cities would be meeting with representatives from the Excelsior Fire District to learn more about how their JPA has progressed for the last 20 years. He mentioned that Fire Chief Heiland and his leadership team have been working hard on the transition details, and things have been going well.

Weske added that the Fire Department transition team was also meeting tonight to look at what the next steps may be.

Councilmember Dyvik indicated that there would be a Fire Advisory Board meeting on June 4 beginning at 4:00 pm at Station 1.

Mayor Miner shared that in the past, the Fire Department 5K has been held on a stand-alone day in July. This year, the Fire Department is working towards partnering with Buckhorn Days and holding it as part of that celebration.

OTHER BUSINESS

Office Hours With Representative Myers - Mayor Miner advised that City Clerk Moeller had sent information out earlier today about Representative Myers holding open visiting hours at the Long Lake Caribou Coffee on June 5 from 9:00 am to 11:00 pm.

Tour of County Medical Examiner's Facility – Mayor Miner commented that yesterday, he had attended a tour that had been organized by County Commissioner Edelson of the Hennepin County Medical Examiner's new headquarters in Minnetonka.

Web Updates - City Clerk Moeller noted that she had been working on some general web updates, including posting of the newly adopted Code of Conduct Policy for City Council and City Advisory Boards.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 6:45 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 / June 17, 2025

SUBJECT: Approve Vendor Claims and Payroll

Prepared By: Amanda Nowezki, Finance Director

Report Date: 6/10/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$106,666.98 and electronic vendor payments in the amount of \$1,481.65 for a total amount of **\$108,148.63**; May Fire Department monthly payroll in the amount of **\$15,971.62**; June City Council monthly payroll in the amount of **\$1,300.00**; gross City Employee payroll paid June 12 in the amount of **\$29,346.80**; and 2nd quarter Planning Commission payroll in the amount of **\$325.00**.

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
- Planning Commission Payroll



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*Check Summary Register©

Checks 71256-71291

Name	Check Date	Check Amt	
10100 GENERAL FUND CASH			
71256 ASPEN EQUIPMENT COMPANY	5/30/2025	\$5,616.96	PW Crane Truck Winch Repairs
71257 ACROSS THE STREET PRODUC	6/10/2025	\$98.00	Blue Card Renewal; Gonsior
71258 Advanced Imaging Solutions	6/10/2025	\$70.00	Copier Contract Maint - June 2025
71259 Barnum Gate Services Inc	6/10/2025	\$380.00	Emergency Gate Repair and Inspection
71260 CARSON, CLELLAND & SCHRED	6/10/2025	\$2,669.25	May Legal Fees-Review Code of Conduct polic
71261 CENTERPOINT ENERGY	6/10/2025	\$796.38	Gas Charges - (04/18/25-05/19/25) 450 Virgini
71262 CITY OF LONG LAKE	6/10/2025	\$578.28	May 2025 Utility Bill - 450 Virginia Ave
71263 CITY OF ORONO	6/10/2025	\$193.71	FD2 Water/Sewer Bill - 3770 Shoreline Dr (4/2
71264 ECM PUBLISHERS, INC.	6/10/2025	\$385.00	2025 Ordinance 2025-04; Amending Fence Sta
71265 EQUIPMENT MANAGEMENT CO	6/10/2025	\$2,227.00	FD EMC Comprehensive Annual Service
71266 FIRSTNET (AT&T)	6/10/2025	\$496.99	FD WIRELESS SERVICES (4/26/25-5/25/25)
71267 GOPHER STATE ONE CALL	6/10/2025	\$64.80	May 2025 Locates
71268 GRAINGER	6/10/2025	\$712.45	PW Toilet Paper and Paper Towels
71269 HAWKINS INC	6/10/2025	\$5,209.74	Water Chemicals - Chlorine Cylinder
71270 HENNEPIN COUNTY PROPERTY	6/10/2025	\$13.24	Property Tax Payment - Willow Dr PID 34-118-
71271 HENNEPIN CTY INFO. TECH. DE	6/10/2025	\$1,930.22	PW Radio Fees-May 2025
71272 MACQUEEN	6/10/2025	\$3,452.21	PW-Rocker Switch (x3), Lens, etc
71273 MEDIACOM	6/10/2025	\$988.67	FD1 Phone/ Internet Services - (6/7/25-7/6/25)
71274 Metro West Inspection Svcs Inc	6/10/2025	\$1,040.95	May 2025 Permits
71275 METROPOLITAN COUNCIL	6/10/2025	\$29,268.77	Waste Water Services - July 2025
71276 MN DEPARTMENT OF HEALTH	6/10/2025	\$1,849.00	MDH Fees 2nd Quarter 2025
71277 OTTEN BROS. Nursey & Lndscpng	6/10/2025	\$396.18	Garden Club Purchases
71278 PIPE SERVICES CORP _____	6/10/2025	\$31,998.07	Sanitary Dist 1 Cleaning & Televising Project (
71279 Premium Waters, Inc.	6/10/2025	\$26.25	Bottled Water - Jun 2025
71280 SENSAPHONE	6/10/2025	\$299.40	AppleGlen Lift Station Monitoring - 2022 Annua
71281 SHERWIN-WILLIAMS	6/10/2025	\$6.79	PW Paint Supplies-Tray Liners
71282 TIMESAVER OFF SITE	6/10/2025	\$466.00	5/20 City Council+ Worksession Mtg Minutes
71283 TRIMBLE	6/10/2025	\$206.50	FD Dashcam Basic Bundle (Pmt 21 of 36)
71284 USPS POSTMASTER	6/10/2025	\$360.00	PO Box 606 12 Mth Renewal Fee 07/01/25-06/
71285 WASTE MANAGEMENT	6/10/2025	\$6,177.57	Residential Recycling Services-June 2025
71286 WRIGHT-HENNEPIN SECURITY	6/10/2025	\$251.60	June 2025 Security-340 Willow Dr
71287 XCEL ENERGY	6/10/2025	\$29.40	Steet Lights-1070 W Wayzata Blvd
71288 XCEL ENERGY	6/10/2025	\$202.16	Steet Lights-2129 W Wayzata Blvd
71289 XCEL ENERGY	6/10/2025	\$1,974.25	Street Lights - Act #5156925594 (05/03/25-06/
71290 XCEL ENERGY	6/10/2025	\$6,104.19	Electricity 04/23/25-05/22/25-FD1
71291 ZOLL Medical Corporation	6/10/2025	\$127.00	FD CPR Supplies; PEDI PADZ II Electrodes
Total Checks		\$106,666.98	



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*Check Detail Register©

Checks 71256-71291

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71256	05/30/25	ASPEN EQUIPMENT COMPANY			
E 101-43000-4040		Equip Maint & Repair	\$5,616.96	SW0050606	PW Crane Truck Winch Repairs
		Total	\$5,616.96		
71257	06/10/25	ACROSS THE STREET PRODUCTIONS			
E 205-42280-3350		Education / Conferences	\$98.00	27341	Blue Card Renewal; Gonsior
		Total	\$98.00		
71258	06/10/25	Advanced Imaging Solutions			
E 101-41500-4135		Copier Maintenance	\$70.00	INV357201	Copier Contract Maint - June 2025
		Total	\$70.00		
71259	06/10/25	Barnum Gate Services Inc			
E 101-43100-4040		Equip Maint & Repair	\$380.00	44599	Emergency Gate Repair and Inspection
		Total	\$380.00		
71260	06/10/25	CARSON, CLELLAND & SCHREDER			
E 101-41610-3120		Legal Fees - Civil	\$891.75	7739	May Legal Fees-Review Code of Conduct policy, Golf Dome Grant Mtg, Council Mtg, HR Issues, Etc
E 101-42110-3120		Legal Fees - Civil	\$58.00	7739	May Legal Fees-FD Review Job Descriptions and Fire Service Forum
E 101-41610-3120		Legal Fees - Civil	\$125.00	7739	May Legal Fees-Golf Dome O&E Report
E 101-41610-3040		Legal Fees - Criminal	\$1,000.00	7739	May Legal Fees-Criminal
E 101-42110-3120		Legal Fees - Civil	\$594.50	7739	May Legal Fees-FD Review Mtgs, JPA Terms, Entity Issues, Etc
		Total	\$2,669.25		
71261	06/10/25	CENTERPOINT ENERGY			
E 101-41940-3830		Natural Gas Expense	\$117.60	80000790651	Gas Charges - (04/18/25-05/19/25) 450 Virginia Ave
E 205-42282-3830		Natural Gas Expense	\$280.05	80000790651	Gas Charges - (04/18/25-05/19/25) 340 N Willow St
E 205-42286-3830		Natural Gas Expense	\$45.39	80000790651	Gas Charges - (04/18/25-05/19/25) 3770 Shoreline Dr
E 101-41942-3830		Natural Gas Expense	\$250.09	80000790651	Gas Charges - (04/18/25-05/19/25) 2145 Daniels St
E 602-49450-3830		Natural Gas Expense	\$23.23	80000790651	Gas Charges - (04/18/25-05/19/25) 2200 Watertown Rd
E 602-49450-3830		Natural Gas Expense	\$23.23	80000790651	Gas Charges - (04/18/25-05/19/25) 250 Lindawood Ln
E 101-45200-3830		Natural Gas Expense	\$56.79	80000790651	Gas Charges - (04/18/25-05/19/25) 309 Harrington
		Total	\$796.38		
71262	06/10/25	CITY OF LONG LAKE			
E 101-41942-3820		City Utilities (Wat,Sew,Sto	\$66.37	060325	May 2025 Utility Bill - 450 Virginia Ave
E 101-41942-3820		City Utilities (Wat,Sew,Sto	\$162.76	060325	May 2025 Utility Bill - 2145 Daniels St
E 601-49400-3820		City Utilities (Wat,Sew,Sto	\$42.13	060325	May 2025 Utility Bill - 1964 Orchard Lane
E 205-42282-3820		City Utilities (Wat,Sew,Sto	\$188.25	060325	May 2025 Utility Bill - 340 N Willow
E 205-42282-3820		City Utilities (Wat,Sew,Sto	\$60.60	060325	May 2025 Utility Bill - 340 Willow Truck Fill
E 101-45200-3820		City Utilities (Wat,Sew,Sto	\$58.17	060325	May 2025 Utility Bill - 350 Harrington
		Total	\$578.28		
71263	06/10/25	CITY OF ORONO			



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Checks 71256-71291

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 (4/28/24-05/28/25)
		Total	\$193.71		
71264	06/10/25	ECM PUBLISHERS, INC.			
E 101-41500-3530		Ordinance Publication	\$385.00		2025 Ordinance 2025-04; Amending Fence Standards
		Total	\$385.00		
71265	06/10/25	EQUIPMENT MANAGEMENT COMPANY			
E 205-42281-4040		Equip Maint & Repair	\$2,227.00	65522	FD EMC Comprehensive Annual Service
		Total	\$2,227.00		
71266	06/10/25	FIRSTNET (AT&T)			
E 205-42281-3225		Truck Communication Ser	\$458.76	X06032025	FD WIRELESS SERVICES (4/26/25-5/25/25)
E 601-49400-2270		Utility Maint Supplies	\$38.23	X06032025	PW WIRELESS SERVICES (4/26/25-5/25/25)
		Total	\$496.99		
71267	06/10/25	GOPHER STATE ONE CALL			
E 601-49400-3855		Gopher One Locates Expe	\$64.80	5050558	May 2025 Locates
		Total	\$64.80		
71268	06/10/25	GRAINGER			
E 101-41942-3840		Custodial & Waste Remov	\$227.04	9520786170	PW Toilet Paper and Paper Towels
E 601-49400-2210		Equipment Parts	\$485.41	9520786188	Water Tower Heater Replacement
		Total	\$712.45		
71269	06/10/25	HAWKINS INC			
E 601-49400-2160		Chemicals and Chem Pro	\$5,209.74	7089441	Water Chemicals - Chlorine Cylinder
		Total	\$5,209.74		
71270	06/10/25	HENNEPIN COUNTY PROPERTY TAX			
E 105-46500-4500		Property Tax	\$13.24	320057-2025	Property Tax Payment - Willow Dr PID 34-118-23 32 0057
		Total	\$13.24		
71271	06/10/25	HENNEPIN CTY INFO. TECH. DEPT			
E 101-41942-3235		Cty 800mhz Radio Admin	\$87.39	1000247176	PW Radio Fees-May 2025
E 205-42281-3285		Radio Lease	\$458.72	1000247216	FD Radio Lease Fees-May 2025
E 205-42281-3235		Cty 800mhz Radio Admin	\$1,384.11	1000247216	FD Radio Fees-May 2025
		Total	\$1,930.22		
71272	06/10/25	MACQUEEN			
E 101-43000-2210		Equipment Parts	(\$680.14)	001449	PW-Eagle Sweeper Repairs REFUND
E 101-43000-2210		Equipment Parts	\$222.17	P59061	PW-Air Spring
E 101-43000-2210		Equipment Parts	\$142.66	P63451	PW-Rocker Switch (x3), Lens, etc
E 101-43000-2210		Equipment Parts	\$680.14	W16213	PW-Eagle Sweeper Repairs
E 101-43000-2210		Equipment Parts	\$3,087.38	W16327	PW Eagle Sweeper Hopper Switch Repairs
		Total	\$3,452.21		
71273	06/10/25	MEDIACOM			
E 205-42282-3275		Internet Access (Mediaco	\$547.69	052725	FD1 Phone/ Internet Services - (6/7/25-7/6/25)



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Checks 71256-71291

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 205-42286-3275		Internet Access (Mediaco	\$440.98	052725	FD2 Phone/ Internet Services - (6/8/25-7/7/25)
		Total	\$988.67		
71274	06/10/25	Metro West Inspection Svcs Inc			
E 101-42400-3035		Bldg Inspection - Subcontr	\$1,040.95	4610	May 2025 Permits
		Total	\$1,040.95		
71275	06/10/25	METROPOLITAN COUNCIL			
E 602-49450-3100		MCES Sewer Treatment	\$29,268.77	1188540	Waste Water Services - July 2025
		Total	\$29,268.77		
71276	06/10/25	MN DEPARTMENT OF HEALTH			
E 601-49400-4400		MDH Water Act Fees Re	\$1,849.00	1270018-052	MDH Fees 2nd Quarter 2025
		Total	\$1,849.00		
71277	06/10/25	OTTEN BROS. Nursey & Lndscpng			
E 101-45200-2250		Landscaping Materials	\$396.18	1-1825477	Garden Club Purchases
		Total	\$396.18		
71278	06/10/25	PIPE SERVICES CORP			
E 602-49450-4060		Clean/Televiser Sewer Line	\$31,998.07	1175	Sanitary Dist 1 Cleaning & Televising Project (Approved 04/01/25)
		Total	\$31,998.07		
71279	06/10/25	Premium Waters, Inc.			
E 101-41500-4145		Bottled Water Service	\$26.25	614689-05-25	Bottled Water - Jun 2025
		Total	\$26.25		
71280	06/10/25	SENSAPHONE			
E 602-49450-4330		Dues and Subscriptions	\$299.40	060225	AppleGlen Lift Station Monitoring - 2022 Annual Subscription (00:07:F9:00:84:4B)
		Total	\$299.40		
71281	06/10/25	SHERWIN-WILLIAMS			
E 101-45200-2230		Bldg & Grnds Maint Suppli	\$6.79	4032-5	PW Paint Supplies-Tray Liners
		Total	\$6.79		
71282	06/10/25	TIMESAVER OFF SITE			
E 101-41500-3000		Professional Svcs	\$172.00	30500	5/20 City Council+ Worksession Mtg Minutes
E 101-41500-3000		Professional Svcs	\$122.00	30500	5/20 Fire Worksession - 12 Pages of Minutes
E 101-41910-3000		Professional Svcs	\$172.00	30501	5/13 Planning Commission Mtg Minutes
		Total	\$466.00		
71283	06/10/25	TRIMBLE			
E 205-42281-3225		Truck Communication Ser	\$206.50	30089260912	FD Dashcam Basic Bundle (Pmt 21 of 36)
		Total	\$206.50		
71284	06/10/25	USPS POSTMASTER			
E 101-41500-3220		Postage	\$360.00	606-060225	PO Box 606 12 Mth Renewal Fee 07/01/25-06/30/26
		Total	\$360.00		
71285	06/10/25	WASTE MANAGEMENT			



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*Check Detail Register©

Checks 71256-71291

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 604-43200-3890		Res Curb Recycling	\$3,698.83	8095976-159	Residential Recycling Services-June 2025
E 604-43200-3895		Res Organic Recycling	\$2,478.74	8095976-159	Organics Recycling Services-June 2025
		Total	\$6,177.57		
71286	06/10/25	WRIGHT-HENNEPIN SECURITY			
E 101-41940-3000		Professional Srvs	\$62.90	15016899239	June 2025 Security-450 Virginia
E 101-41942-3000		Professional Srvs	\$62.90	15016899239	June 2025 Security-2145 Daniels
E 205-42282-3000		Professional Srvs	\$62.90	15016899239	June 2025 Security-340 Willow Dr
E 205-42286-3000		Professional Srvs	\$62.90	15016899239	June 2025 Security-3440 Shoreline Dr
		Total	\$251.60		
71287	06/10/25	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$29.40	928649548	Steet Lights-1070 W Wayzata Blvd
		Total	\$29.40		
71288	06/10/25	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$51.95	929198793	Steet Lights-2129 W Wayzata Blvd
E 101-43100-3815		Street Lighting Maint/Elect	\$150.21	929198793	Steet Lights-1758 W Wayzata Blvd
		Total	\$202.16		
71289	06/10/25	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$1,974.25	929915287	Street Lights - Act #5156925594 (05/03/25-06/02/25)
		Total	\$1,974.25		
71290	06/10/25	XCEL ENERGY			
E 101-41940-3810		Electricity Expense	\$158.28	930056001	Electricity 04/23/25-05/22/25-CH
E 205-42282-3810		Electricity Expense	\$859.00	930056001	Electricity 04/23/25-05/22/25-FD1
E 205-42286-3810		Electricity Expense	\$276.92	930056001	Electricity 04/23/25-05/22/25-FD2
E 101-41942-3810		Electricity Expense	\$843.71	930056001	Electricity 04/23/25-05/22/25-PW
E 101-43100-3815		Street Lighting Maint/Elect	\$236.57	930056001	Electricity 04/23/25-05/22/25-Street Lights
E 101-45200-3810		Electricity Expense	\$345.86	930056001	Electricity 04/23/25-05/22/25-Parks
E 601-49400-3810		Electricity Expense	\$2,955.54	930056001	Electricity 04/23/25-05/22/25-WTR
E 602-49450-3810		Electricity Expense	\$428.31	930056001	Electricity 04/23/25-05/22/25-SWR
		Total	\$6,104.19		
71291	06/10/25	ZOLL Medical Corporation			
E 205-42281-2190		Medical Supplies	\$127.00	4217112	FD CPR Supplies; Pedi Padz II Electrodes
		Total	\$127.00		
10100			\$106,666.98		



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*Check Detail Register©

Checks 71256-71291

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$19,811.83
105 ECONOMIC DEVELOPMENT	\$13.24
205 FIRE DEPARTMENT	\$7,978.48
601 WATER FUND	\$10,644.85
602 SANITARY SEWER FUND	\$62,041.01
604 RECYCLING FUND	\$6,177.57
	\$106,666.98



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Checks 3219-3220,3223

Name		Check Date	Check Amt	
10100 GENERAL FUND CASH				
3219e	PSN UTILITY ONLINE BILLING	6/2/2025	\$314.65	BILL PAY FEE - May 2025
3220e	POSTALIA	6/4/2025	\$500.00	Postage-June 2025
3223e	MN DEPT OF REVENUE	6/5/2025	\$667.00	May 2025 Sales Tax
		Total Checks	\$1,481.65	



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Checks 3219-3220,3223

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3219 e	06/02/25	PSN UTILITY ONLINE BILLING			
E 601-49400-3090		Software Support	\$157.32	311453	BILL PAY FEE - May 2025
E 602-49450-3090		Software Support	\$157.33	311453	BILL PAY FEE - May 2025
		Total	\$314.65		
3220 e	06/04/25	POSTALIA			
E 601-49400-3220		Postage	\$200.00	060325	Postage-June 2025
E 602-49450-3220		Postage	\$200.00	060325	Postage-June 2025
E 101-41500-3220		Postage	\$100.00	060325	Postage-June 2025
		Total	\$500.00		
3223 e	06/05/25	MN DEPT OF REVENUE			
G 601-20801		Sales Tax Payable	\$667.00	060525	May 2025 Sales Tax
		Total	\$667.00		
		10100	\$1,481.65		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$100.00
601 WATER FUND	\$1,024.32
602 SANITARY SEWER FUND	\$357.33
	\$1,481.65



LONG LAKE, MN

06/05/25 Section 5B.

Page 1

Payroll Summary

Pay Group: 02 Fire Department

Check Date: 6/10/2025 per. 6

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.	1,074.04	1,074.04	1,074.04	54.07	37.18		66.59	15.57						900.63
000000216 BERBIG, ZACHARY P.	691.86	691.86	691.86				42.90	10.03						638.93
000000291 BROWN, JOHN	186.20	186.20	186.20				11.54	2.70						171.96
000000281 CARLSON, BEN	48.36	48.36	48.36				3.00	0.70						44.66
000000154 COTTON, PATRICK J.	240.72	240.72	240.72				14.92	3.49						222.31
000000259 DAVIS, THOMAS	553.80	553.80	553.80	2.05	9.34		34.34	8.03						500.04
000000093 FARLEY, COLE	980.64	980.64	980.64	44.73			60.80	14.22						860.89
000000274 FAUE, JESSE	96.72	96.72	96.72				6.00	1.40						89.32
000000233 FRANK, BRYAN	257.92	257.92	257.92				15.99	3.74						238.19
000000049 GOMAN, DAVID	112.84	112.84	112.84				7.00	1.64						104.20
000000177 GONSIOR, RYAN J.	515.56	515.56	515.56				31.96	7.48						476.12
000000229 GRADY, JOSHUA	274.04	274.04	274.04				16.99	3.97						253.08
000000293 GREGG, AIDAN	318.44	318.44	318.44				19.74	4.62						294.08
000000278 HAYDEN, ADAM	329.86	329.86	329.86				20.45	4.78						304.63
000000226 HOSTER, RYAN	753.67	753.67	753.67				46.73	10.93						696.01
000000270 JOHNSRUD, MICHAEL	338.52	338.52	338.52		100.00		20.99	4.91						212.62
000000180 KANIVE, RYAN J.	352.84	352.84	352.84				21.88	5.12						325.84
000000112 KRAHL, JEFFREY C.	286.70	286.70	286.70				17.77	4.16						264.77
000000248 KULSETH, MATT	112.84	112.84	112.84				7.00	1.64						104.20
000000253 LOOSBROCK, RICHARD	434.64	434.64	434.64				26.95	6.30						401.39
000000298 LOPEZ, NIKOLAS	66.12	66.12	66.12				4.10	0.96						61.06
000000290 MCCAHERTY, ALEX	177.32	177.32	177.32				10.99	2.57						163.76
000000275 MORSE, PAUL	1,490.82	1,490.82	1,490.82	95.75	16.00		92.43	21.62						1,265.02
000000296 NEUBAUER, MITCHELL	162.02	162.02	162.02				10.04	2.35						149.63
000000223 PASZKIEWICZ, JOHN	418.84	418.84	418.84				25.97	6.07						386.80
000000277 REWERTS, ANTHONY	257.38	257.38	257.38				15.96	3.73						237.69
000000241 RHEA, CHRISTOPHER	209.56	209.56	209.56				12.99	3.04						193.53
000000232 RIOUX, SHAUN	128.96	128.96	128.96				8.00	1.87						119.09
000000190 ROTHSTEIN, DAVID J.	161.20	161.20	161.20				9.99	2.34						148.87
000000222 SMILEY, MATTHEW	448.50	448.50	448.50				27.81	6.50						414.19
000000212 SPINKS, SCOTT D.	1,346.00	1,346.00	1,346.00				83.45	19.52						1,243.03
000000276 STRAKA, AMANDA	1,444.52	1,444.52	1,444.52	101.95	13.53		89.56	20.95						1,218.53
000000282 SWEARINGEN, LANCE	241.80	241.80	241.80				14.99	3.51						223.30
000000280 VASINA, VERONICA	303.96	303.96	303.96				18.85	4.41						280.70



LONG LAKE, MN

Payroll Summary

Pay Group: 02 Fire Department

Check Date: 6/10/2025 per. 6

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000240 VEACH, BENJAMIN	349.98	349.98	349.98				21.70	5.07						323.21
000000297 WARNER, SIMONE	306.28	306.28	306.28				18.99	4.44						282.85
000000118 WOYCHICK, TED J.	498.15	498.15	498.15	60.00	25.00		30.88	7.22						375.05

941 Deposit

Federal Tax	\$358.55
Medicare	\$463.20
Social Security	\$1,980.48
Advanced EIC	None
Total Deposit	\$2,802.23

Pay Summary

Gross	15,971.62
Federal Gross	15,971.62
State Gross	15,971.62
FICA Gross	15,971.62

Tax Summary

Federal Tax	358.55	
State Tax	201.05	
Local Tax		
FICA Ded/Ben	990.24	990.24
Medicare Ded/Ben	231.60	231.60

Others

Retirement	
Tax-Sheltered	
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	14,190.18



LONG LAKE, MN

Payroll Summary

Pay Group: 06 City Council

Check Date: 6/5/2025 per. 6

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

941 Deposit

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

Pay Summary

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

Tax Summary

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

Others

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



LONG LAKE, MN

06/09/25 Section 5B.

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Payroll Summary

Pay Group: 01 Bi-Weekly
Check Date: 6/12/2025 per. 12

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000287 DECKER JR, MICHAEL	2,526.47	2,362.81	2,362.81	230.13	130.61		156.60	36.62	162.92	0.74				1,808.85
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
000000295 FAHRMAN, MATTHEW	2,490.46	2,014.18	2,014.18	144.43	78.33		134.84	31.53	160.58	315.70				1,625.05
000000288 FELDMANN, TYSE	652.52	652.52	652.52	7.56	25.55		40.46	9.46						569.49
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	2,814.57	2,632.92	2,632.92	256.70	148.97		174.50	40.81	181.65					2,011.94
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	3,048.17	3,048.17	348.06	194.16		207.44	48.51	297.59					2,250.00
000000214 WESKE, SCOTT	5,055.39	4,740.14	4,740.14	809.65	296.99		313.06	73.22	309.22	6.03				3,247.22

941 Deposit

Federal Tax	\$3,084.94
Medicare	\$836.52
Social Security	\$2,946.60
Advanced EIC	None
Total Deposit	\$6,868.06

Pay Summary

Gross	29,346.80
Federal Gross	26,728.94
State Gross	26,728.94
FICA Gross	23,762.69

Tax Summary

Federal Tax	3,084.94	
State Tax	1,469.96	
Local Tax		
FICA Ded/Ben	1,473.30	1,473.30
Medicare Ded/Ben	418.26	418.26

Others

Retirement	2,116.88
Tax-Sheltered	500.98
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	20,282.48



LONG LAKE, MN

Payroll Summary

Pay Group: 07 Planning Commission

Check Date: 6/5/2025 per. 2

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000265 ADAMS, ROGER	125.00	125.00	125.00				7.75	1.81						115.44
000000289 AXELSON, JUDD	100.00	100.00	100.00				6.20	1.45						92.35
000000279 GOODSSELL, LORI	100.00	100.00	100.00				6.20	1.45						92.35

941 Deposit

Federal Tax	None
Medicare	\$9.42
Social Security	\$40.30
Advanced EIC	None
Total Deposit	\$49.72

Pay Summary

Gross	325.00
Federal Gross	325.00
State Gross	325.00
FICA Gross	325.00

Tax Summary

Federal Tax		
State Tax		
Local Tax		
FICA Ded/Ben	20.15	20.15
Medicare Ded/Ben	4.71	4.71

Others

Retirement	
Tax-Sheltered	
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	300.14



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / June 17, 2025

SUBJECT: Approve a Six-Month Probationary Status Extension for Public Works
Maintenance Worker I Mike Decker

Prepared By: Sean Diercks, Public Works Director

Report Date: 6/2/2025

Recommended City Council Action

Staff recommends the following:

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

Overview / Background

An interview panel comprised of City Administrator Weske, Public Works Director Diercks, and Public Works Lead Laakkonen met in May 2024 to interview Mr. Decker for the full time Public Works Maintenance Worker I position. Mr. Decker had already been working as a Seasonal Maintenance Worker with the Public Works Department. The interview process included a question and answer period; a review of basic Public Works skills and utility operations; and an assessment consisting of dump truck operation, front end loader operation, and some minor fabrication skills. Upon conclusion of the post-interview discussion, the interview panel agreed to extend a conditional offer of employment to Mr. Decker pending a successful background check as performed by the Wayzata Police Department, and City Council approval; and an offer letter was prepared and accepted by Mr. Decker.

Mr. Decker completed his first six months of probationary status with a successful review on December 19, 2024 and received a salary adjustment. His successful review was in recognition of Mr. Decker having obtained a Class B CDL as required with City-sponsored CDL training during this period. Additionally though, at his six month review, Mr. Decker was verbally warned that he needed to pay more attention while operating equipment as separate incidents had occurred involving damages to the asphalt roller, to motor mounts on zero turn lawn mowers, and to the Tool Cat front end axle. Following his verbal warning, Mr. Decker's operation of equipment caused damage to a rear plow truck tire in January 2025, and damages to the crane truck in April 2025. Written disciplinary action was subsequently issued in May 2025 to document ongoing concerns regarding Mr. Decker's treatment of City equipment.

It was further communicated during Mr. Decker's six month review in December 2024 that it was a requirement of his position that he focus on completing certification training and exams for both water and sewer. He has attended training for both water and sewer in the first half of 2025. The MDH and MPCA prerequisite for taking both the drinking water treatment certification and sewer collection certification exams is that an employee has completed one full year of service prior to testing. It is hoped that Mr. Decker will be testing for his certification exams in summer of 2025.

The six-month probationary status extension requested will allow supervisory staff to fully determine if Mr. Decker will be qualified and have obtained the skills necessary to remain in the position, or to be eligible for any promotion or compensation adjustment. The probationary status extension would be in effect until at least December 2025.

Supporting Information

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



Personnel Action Form

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

Section 5C.

Employee Information / Personnel Action

Employee's Name: Mike Decker 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) -

<u> </u> COLA Increase	<u> </u> Merit Pay	<u> </u> Resignation	<u> </u> Reclassification
<u> </u> Step Increase	<u> </u> Promotion	<u> </u> Retirement	☒ Other <u> </u> Extension of
<u> </u> Transfer	<u> </u> Dismissal	<u> </u> Suspension	<u> </u> Probationary Period

	PRESENT STATUS	PROPOSED STATUS
2. Position Classification (Title)	<u>P.W. Maintenance Worker I</u>	<u>(Unchanged)</u>
3. Salary Step	<u>No Changes to Salary/Wages,</u>	<u>6-Month Probation Extension</u>
4. Wage (or Bonus)	<u>Probationary Period Only.</u>	<u>Pending Further Evaluation</u>
5. Reason for Action	<u>Extension of probationary period due to continued abuse/neglect of city Public Works equipment.</u> <u>In addition, further supervisory evaluation is needed in MW I job performance, and both water and sewer license testing.</u> <u>Written disciplinary action was taken 5/29/2025.</u>	
6. Effective Date	<u>6/19/2025 (1-Year Anniversary)</u>	

7. SIGNATURES

Michael Decker
STAFF SIGNATURE

Sam J. Decker
DEPARTMENT HEAD SIGNATURE

[Signature]
CITY ADMINISTRATOR SIGNATURE

6-11-2025
Date

6-10-2025
Date

6-10-2025
Date



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / June 17, 2025

SUBJECT: Special Event Permit Request for the 51st Annual Corn Days Parade

Prepared By: Jeanette Moeller, City Clerk

Report Date: 6/9/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-19 approving issuance of Special Event Permit #S2025-09 for the 51st Annual Corn Days Parade to be held August 9, 2025.

Overview / Background

The Long Lake Area Chamber of Commerce is requesting a Special Event Permit to hold their Corn Days Parade on Saturday, August 9, 2025 as part of the Church of St. George Corn Days summer festival. The Chamber has traditionally been proactive in working with City staff and the Police Department to assure the parade route addresses traffic and safety concerns. Please see the attached map depicting the parade route. The parade route proposed for this year's event remains consistent with recent years' parades, and is also the route preferred by the Police Department.

Parade participants will begin assembling in the staging area along Willow Drive at 10:00 am. The parade is scheduled to begin at 11:00 am, and up to approximately 50 parade units are expected to participate.

Staff is recommending approval of a Special Event Permit for the 51st Annual Corn Days Parade with conditions as specified in the attached permit.

Supporting Information

- Resolution No. 2025-19
- Special Event Permit for the 2025 Corn Days Parade
- Map of the parade route, parade entry form



**City Council
Resolution No. 2025-19**

**A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2025-09 FOR THE
51ST ANNUAL CORN DAYS PARADE TO BE HELD AUGUST 9, 2025**

WHEREAS, the City has received a Special Event Permit application from the Long Lake Area Chamber of Commerce to hold their annual Corn Days Parade in conjunction with the Church of St. George Corn Days summer festival on August 9, 2025; and

WHEREAS, the Chamber has traditionally been proactive in working with the Police Department and City staff to assure the parade route addresses traffic and safety concerns; and

WHEREAS, parade participants will assemble in the staging area along Willow Drive beginning at 10:00 am, with the parade scheduled to begin at 11:00 am following a route described in the attached Special Event Permit; and

WHEREAS, City staff and the Wayzata Police Department have reviewed the event application and identified conditions to permit issuance outlined on the Special Event Permit attached hereto and made a part of this Resolution; and

WHEREAS, by accepting this permit the applicant agrees to comply with the conditions outlined on the Special Event Permit attached hereto and made a part of this Resolution.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves issuance of Special Event Permit #S2025-09 for the Corn Days Parade 2025 (51st Annual) to be held August 9, 2025 contingent on receipt of documentation, agency approvals, and satisfaction of all applicable conditions outlined by the Special Event Permit.

Adopted by the City Council of the City of Long Lake this 17th day of June 2025.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



Special Event Permit

CITY OF LONG LAKE

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356
City Hall Phone / 952-473-6961

Date Issued _____

PERMIT APPLICATIONS MAY
BE EMAILED TO:
jmoeller@longlakemn.gov

Permit applications **will not be
considered complete** unless
accompanied by required
exhibits.

FOR OFFICE USE ONLY Section 5D.

Amount Due: \$ 100.00
Date Paid: 6/10/25
☒ Check # 6766
☐ Credit Card
☐ Cash Receipt # _____

ATTENTION - Complete this permit application form and submit to City Hall **at least 45 days prior to the event start date**.
Permit application must be accompanied by all required exhibits and the permit fee (see page 3 of this application) to be
considered complete.

Event Name Corn Days Parade 2025 (51st Annual)

Describe Location or Area of City Where Event Will Take Place Parade staging on Willow Dr -> Willow Dr to Watertown
Rd -> Watertown Rd to Brown Rd N -> Brown Rd N to Grand Ave -> Grand Ave to Glendale Dr (END)

of Participants Expected to Attend Event Approximately 50 Parade Entrants

Describe Any Participation/Entry Fees to be Charged \$50 Chamber Member Entries / \$75 General Entries /
\$100 Non-Chamber Business Entries / \$250 Political Candidate Entries

Event Dates/Times Proposed

** List all Event Dates/Times Below **			
Day of Week	Date	Start Time	End Time
Saturday	8/9/2025	10:00 AM - Line Up	Approx. 12:30 PM
		11:00 AM - Start	

Event Type (CHECK ALL THAT APPLY)

☒ Parade ☐ Festival ☐ Run/Walk ☐ Sporting Event ☐ Block Party ☐ Private Party
☐ Other, Describe _____

Event Includes (CHECK ALL THAT APPLY)

☐ Liquor Service ☐ Food Service ☐ Bingo/Raffles ☐ Live Music ☐ Amplified Audio
☒ Animals ☒ Pedestrians/Runners ☒ Bicycles ☒ Floats ☐ Motor Vehicles, # Expected 50
☐ Other Vehicles, Explain _____
☐ Games, Amusement Devices or Carnival Equipment, Describe _____

Will parking for the event exceed on site parking facilities available?

☐ Yes, written permission from area property owners allowing use of their property for parking is attached.
☒ No

Who will be providing traffic control personnel? Wayzata Police Department

Who will be providing traffic control / delineation equipment (barricades, signs, traffic cones, no parking signs, etc.)?
Long Lake Public Works

Street(s) to be Closed (A MAP SHOWING THE SPECIFIC ROUTE OR AREA TO BE CLOSED **MUST BE ATTACHED**)

Watertown Rd, Brown Rd, Grand Ave

Site Map and Detailed Description of Event Required

A DETAILED SITE MAP OF THE EVENT AREA AND DETAILED EVENT DESCRIPTION NARRATIVE **MUST BOTH BE ATTACHED TO THIS APPLICATION**. The Site Map should show locations of food and beverage vendors (noting controlled entry to any alcoholic beverage service areas), where activities will be taking place, and where any temporary infrastructure such as tents or bandstand facilities will be installed.

Insurance Carrier for Event

A Certificate of Insurance naming the City of Long Lake as an additional insured is **required to be submitted** at least 10 days prior to the event start date, unless otherwise noted in the permit conditions of approval. Amount of insurance required is \$1,000,000. ** Insurance cert. pending*

Name of Insurance Carrier _____ Policy Number _____

Chairperson, Event Manager, or Director (Person Responsible for Duties of Permit Holder)

Full Name Marty Schneider Daytime Phone 612-237-3843

Alternate Phone _____ Email Address martyexplore@msn.com

Street Address (see Chamber of Commerce address below)

City / State / Zip _____

Organization Information

Organization Name Long Lake Area Chamber of Commerce

Mailing Address PO Box 662

City / State / Zip Long Lake, MN 55356

Phone 612-237-3843 Email Address _____

By signature below, applicant/event organizer agrees to abide by any and all conditions of Special Event Permit approval, if approved; and hereby agrees to indemnify, hold harmless, and exempt the City of Long Lake, its officers, employees, and agents from any and all claims, costs and liabilities, including reasonable attorneys' fees, in any way related to the applicant's Special Event as approved.

X Signature of Applicant *Marty Schneider* Date 6/10/25

****** THIS SECTION TO BE COMPLETED BY CITY STAFF ONLY ******

APPLICATION SUBMITTED WAS - ☒ Complete With Exhibits [] Incomplete – Date Completed _____

Damage Deposit Submitted (IF APPLICABLE) - ☒ Not Applicable [] Amount = \$ _____ Check # _____

Review by Department Head or Designee

☒ Public Works Staff Initials SD Date 6/11/25

☒ Fire Department Staff Initials MA Date 6/10/25

☒ Police Department Staff Initials JB Date 6/10/25

Staff Signature - Special Event Permit Issued By _____ (CITY CLERK OR AUTHORIZED DESIGNEE)

City Council Approval Date _____ Date of Issuance _____ PERMIT #S 2025-09

Conditions of Permit Approval

☒ Permit Conditions Detailed in Attached Letter Dated 6/9/25

[] Permit Conditions Listed Below:



June 9, 2025

Marty Schneider, Event Organizer
 Long Lake Area Chamber of Commerce
 PO Box 662
 Long Lake, MN 55356

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2025-09
 Corn Days Parade 2025 (51st Annual) / Saturday, August 9, 2025

Dear Event Organizer:

Your application for a Special Event Permit for the 51st Annual Corn Days Parade is hereby approved, subject to the conditions listed below. The Wayzata Police Department and its officers, acting on behalf of the City of Long Lake, are empowered to revoke this Special Event Permit at any time for any safety concerns that are not immediately resolved by the permit holder or a representative of the permit holder. This revocation shall cause the immediate cancellation of the event originally authorized by this Permit.

[] The Long Lake Fire Department and Wayzata Police Department, acting on behalf of the City of Long Lake, may impose additional conditions to this Permit by letter or memorandum of the Fire or Police Chief as needed.

[] Event Organizer is required to contact Wayzata Police Chief Jamie Baker (or her designee) at 952-404-5340 to discuss event preparation, to arrange for Police assistance as may be needed during the event, and to work with Corn Days Parade volunteer staff.

[] Consistent with the map submitted by the event organizer, the Parade route must be as follows:

Assembly/staging area to be located along Willow Drive south of Hackberry Park in Orono to Long Lake Fire Station 1. From Willow Drive, route will travel east on Watertown Road to Brown Road N, north on Brown Road N to Grand Avenue, and west on Grand Avenue to parade end at Glendale Drive.

[] Persons from the Long Lake Area Chamber of Commerce or the Parade volunteer committee must be present at the end of the Parade route on Glendale Drive to alternately direct every other parade unit toward either Watertown Road or Willow Drive to help in the dispersal of units at the end of the Parade.

SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2025-09

Corn Days Parade 2025 (51st Annual) / Saturday, August 9, 2025

Page 2 of 2

Section 5D.

- [] Parade participation must be limited to approximately 50 units. All units and vehicles will be small enough to make all turns without having to back up at corners. No semi-trucks will be allowed. Slow moving units must be staged at the rear of the Parade.
- [] The Long Lake Public Works (LLPW) Department will make barricades available the day before the event or earlier. Event organizer is responsible to coordinate placement with the Wayzata Police and LLPW Departments.
- [] Applicant will be responsible to post "NO PARKING – TOW ZONE" on all streets included in the parade route - both sides of Watertown Road, Brown Road N, and Grand Avenue; and to post "NO PARKING – TOW ZONE" signage on one side of the following streets east of the parade route – Central Avenue, Grand Avenue, Lakeview Avenue, Upper Lea Lane, Valley View Road, and Watertown Road.
- [] Permission or any required permitting must be obtained from the City of Orono for use of Willow Drive in Orono. If approved by the City of Orono's Police Chief, the event organizer is encouraged to place barricades to close the parade staging area on Willow Drive to traffic for the duration of the staging process only. Once the staging process is complete, any Willow Drive barricades should be removed as quickly as possible.
- [] Cleanup of event related debris along the assembly/staging area and parade route must be completed within 24 hours of the end of the parade.
- [] A Certificate of General Liability Insurance must be submitted to the City Clerk *by no later than Wednesday, August 6.*

Please be advised that by acceptance of Special Event Permit #S2025-09, the permit holder, on behalf of any and all organizations and private persons, grants authority to operate under the Special Event Permit, and agrees to indemnify and hold harmless the City of Long Lake from all claims arising from said event. The permit holder, all organizations and private persons exercising authority under this Permit, do waive and release all claims against the City of Long Lake, its officers or employees for any damage to person or property arising from the exercise of privileges granted by this Permit and agrees to hold harmless the City of Long Lake, its employees and officers from any such claim.

Thank you in advance for your cooperation, and best wishes for a successful event.

Sincerely,



Jeanette Moeller
City Clerk

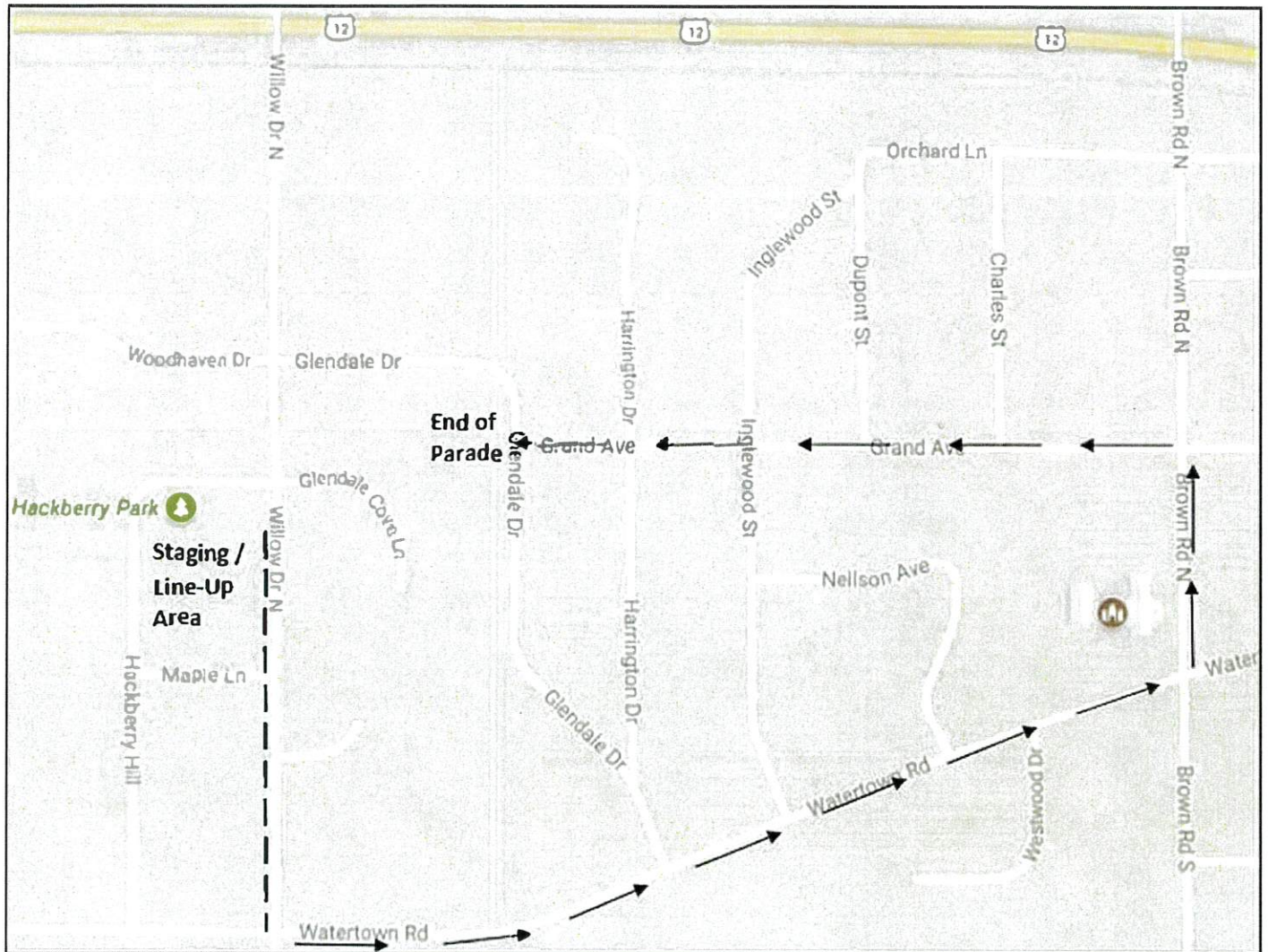


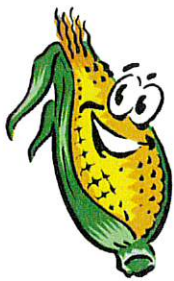
CORN DAYS PARADE MAP

The annual Corn Days Parade is sponsored by the Long Lake Area Chamber of Commerce.



Parade line-up / staging begins at 10:00 am on Willow Drive (near intersection with Watertown Road), and the Parade starts promptly at 11:00 am.





Annual Corn Days Parade

Saturday, August 9, 2025

**** NEW TIME **** -- Begins at 11:00 AM -- Parade Lineup at 10:00 AM

Sponsored by the Long Lake Area Chamber of Commerce

Section 5D.



Parade Entry Fees

☐ General Participants - \$75.00

☐ Chamber Members - \$50.00

☐ Non-Chamber Businesses - \$100.00

☐ Political Candidates - \$250.00

Event Organizer: Contact Marty Schneider at martyexplore@msn.com or by phone at 612-237-3843.

Entry Deadline: Tuesday, August 5, 2025

PLEASE RETURN ENTRY FORM WITH PAYMENT TO:

Long Lake Area Chamber of Commerce

PO Box 662

Long Lake, MN 55356

Name of Organization _____

Email (Required) _____

Primary Contact Name _____

Phone # (Required) _____

Type of Entry Unit/Vehicle _____

Length of Unit _____

Special Considerations _____

Brief Announcement _____

We/I _____ waive any liability responsibility and hold harmless the Long Lake Area Chamber of Commerce, the Corn Days Parade Committee, the Church of St. George and any related members, affiliates, volunteers and/or vendors for any injury or damages sustained in conjunction with participation in the Corn Days Parade.

Authorized Signature _____ Date _____

Your completed form and enclosed fee hold your placement in the Parade. We'll email you with the Parade lineup numbers the week of the Parade.

ATTENTION - The Long Lake Area Chamber of Commerce reserves the right to refuse any Parade entries (size, type, purpose, and/or appearance) at its sole discretion. If your Parade entry application is not approved for any reason, your entry fee will be returned to you in full.



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606

Long Lake, MN 55356

MEETING DATE / June 17, 2025

SUBJECT: Special Event Permit Request for Buckhorn Days 2025

Prepared By: Jeanette Moeller, City Clerk

Report Date: 6/10/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-18 approving issuance of Special Event Permit #S2025-08 for the Buckhorn Days 2025 one-day festival to be held July 12, 2025; to approve issuance of a 1 to 4 Day Temporary On Sale Liquor License for the Orono Lions Club to allow alcoholic beverage sales during Buckhorn Days 2025; to approve issuance of a Noise Variance Permit authorizing use of sound amplification equipment; and to authorize HCSO Water Patrol to issue an event permit for the Buckhorn Days Carp Fishing Tournament.

Overview / Background

The Long Lake Area Chamber of Commerce has made an application for a Special Event Permit to host Buckhorn Days 2025 on Saturday, July 12 in Nelson Lakeside Park. This year's event includes a carp fishing tournament on Long Lake; the addition of the Fire Department's annual Red Hot Run 5K; a car show on park property (weather conditions permitting); general arts, crafts, food and beverage vendors (sale of alcoholic beverages will close at 10:00 pm); a Kids Zone including inflatables, games, etc.; doggie races; a bean bag toss tournament; and live musical entertainment provided by a variety of bands. A draft of the Buckhorn Days 2025 event schedule is attached, though some minor adjustments may be made to start/end times of the various event attractions as additional details are finalized.

Due to their immediate proximity to Nelson Lakeside Park, notice of the event will be provided to the Aava Vetta townhome occupants via their association primary contact.

Staff recommends approval of a Special Event Permit for Buckhorn Days 2025 with conditions as specified in the attached permit; and of all other applicable permitting required for the event.

Please note that on behalf of the Long Lake Area Chamber of Commerce, Marty Schneider will be in attendance at the Council meeting to share some event planning updates and information.

Supporting Information

- Resolution No. 2025-18
- Special Event Permit for Buckhorn Days 2025
- Schedule of events and site map for Buckhorn Days 2025
- Registration flyer and run route map for the Fire Department's Red Hot Run 5K
- Flyer for the Orono Lions Club-sponsored Buckhorn Days Lakeside Car Show
- Application for 1 to 4 Day Temporary On Sale Liquor License form
- Noise Variance Permit for use of sound amplification equipment during the event
- Copy of HCSO Water Patrol event permit application for the Buckhorn Days Carp Fishing Tournament



**City Council
Resolution No. 2025-18**

**A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2025-08 FOR
BUCKHORN DAYS 2025 TO BE HELD SATURDAY, JULY 12, 2025**

WHEREAS, the City has received a Special Event Permit application from Marty Schneider, on behalf of the Long Lake Area Chamber of Commerce, to hold the Buckhorn Days 2025 summer festival in Nelson Lakeside Park on Saturday, July 12, 2025; and

WHEREAS, the event will offer a variety of activities including a carp fishing tournament; a car show in the park (weather permitting); food and art/retail vendors; doggie races; a “Kids Zone” with games and inflatables; adult beverages tent provided by Orono Lions Club; a Bean Bag Toss tournament; and live musical entertainment by on stage bands; and

WHEREAS, City staff and the Wayzata Police Department have reviewed the event application and identified conditions to permit issuance outlined on the Special Event Permit attached hereto and made a part of this Resolution; and

WHEREAS, by accepting this permit, the applicant agrees to comply with the conditions outlined on the Special Event Permit attached hereto and made a part of this Resolution.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake hereby approves issuance of Special Event Permit #S2025-08 for the Buckhorn Days 2025 festival to be held July 12, 2025 contingent on receipt of documentation, agency approvals, and satisfaction of all applicable conditions outlined by the Special Event Permit.

Adopted by the City Council of the City of Long Lake this 17th day of June 2025.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



Special Event Permit

CITY OF LONG LAKE

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356
City Hall Phone / 952-473-6961

Date Issued _____

PERMIT APPLICATIONS MAY
BE EMAILED TO:
jmoeller@longlakemn.gov

Permit applications **will not be
considered complete** unless
accompanied by required
exhibits.

FOR OFFICE USE

Section 7A.

Amount Due: \$ 1100

Date Paid: 6/10/25

☒ Check # 6765

☐ Credit Card

☐ Cash Receipt # _____

ATTENTION - Complete this permit application form and submit to City Hall **at least 45 days prior to the event start date**.
Permit application must be accompanied by all required exhibits and the permit fee (see page 3 of this application) to be
considered complete.

Event Name BULKHORN DAYS 2025

Describe Location or Area of City Where Event Will Take Place NELSON LAKESIDE PARK

of Participants Expected to Attend Event 400-500 THROUGHOUT THE DAY

Describe Any Participation/Entry Fees to be Charged Ø for event attendance; separate fees apply for the Orono Lions car show + Fire Dept. Red Hot Run 5K

Event Dates/Times Proposed

**** List all Event Dates/Times Below ****

Day of Week	Date	Start Time	End Time
SATURDAY	JULY 12, 2025	7 AM	11 PM

Event Type (CHECK ALL THAT APPLY)

☐ Parade ☒ Festival ☒ Run/Walk ☒ Sporting Event ☐ Block Party ☐ Private Party

☒ Other, Describe CARP FISHING CONTEST, LLFD 5K RUN

MIDWEST ALLSTAR WRESTLING AND EVENTS LISTED BELOW

Event Includes (CHECK ALL THAT APPLY)

☒ Liquor Service ☒ Food Service ☐ Bingo/Raffles ☒ Live Music ☒ Amplified Audio

☐ Animals ☒ Pedestrians/Runners ☐ Bicycles ☐ Floats ☒ Motor Vehicles, # Expected 40

☒ Other Vehicles, Explain FOOD TRUCKS

☒ Games, Amusement Devices or Carnival Equipment, Describe JUMPY HOUSE INFLATABLES, LIONS CAR SHOW, LIVE MUSIC, DOG RACES, BEAN BAG TOSS, MIDWEST ALLSTAR WRESTLING.

Will parking for the event exceed on site parking facilities available?

☒ Yes, written permission from area property owners allowing use of their property for parking is attached.

☐ No

MID-COUNTRY BANK

Who will be providing traffic control personnel? WAYZATA P.D.

Who will be providing traffic control / delineation equipment (barricades, signs, traffic cones, no parking signs, etc.)?

LONG LAKE PUBLIC WORKS + LONG LAKE AREA CHAMBER OF COMMERCE

Street(s) to be Closed (A MAP SHOWING THE SPECIFIC ROUTE OR AREA TO BE CLOSED **MUST BE ATTACHED**)

SYMES STREET

Site Map and Detailed Description of Event Required

A DETAILED SITE MAP OF THE EVENT AREA AND DETAILED EVENT DESCRIPTION NARRATIVE **MUST BOTH BE ATTACHED TO THIS APPLICATION**. The Site Map should show locations of food and beverage vendors (noting controlled entry to any alcoholic beverage service areas), where activities will be taking place, and where any temporary infrastructure such as tents or bandstand facilities will be installed.

Insurance Carrier for Event (PENDING W STEVE HEINONEN)

A Certificate of Insurance naming the City of Long Lake as an additional insured is **required to be submitted** at least 10 days prior to the event start date, unless otherwise noted in the permit conditions of approval. Amount of insurance required is \$1,000,000.

Name of Insurance Carrier _____ Policy Number _____

Chairperson, Event Manager, or Director (Person Responsible for Duties of Permit Holder)

Full Name MARTY SCHNEIDER Daytime Phone 612 237 3843

Alternate Phone _____ Email Address Marty.explore@msn.com

Street Address _____

City / State / Zip _____

Organization Information

Organization Name LONG LAKE AREA CHAMBER OF COMMERCE

Mailing Address PO BOX 662

City / State / Zip LONG LAKE MN 55356

Phone 612 237 3843 Email Address _____

By signature below, applicant/event organizer agrees to abide by any and all conditions of Special Event Permit approval, if approved; and hereby agrees to indemnify, hold harmless, and exempt the City of Long Lake, its officers, employees, and agents from any and all claims, costs and liabilities, including reasonable attorneys' fees, in any way related to the applicant's Special Event as approved.

X Signature of Applicant _____ Date 6-9-2025

JOHN JAMES LONG LAKE CHAMBER PRESIDENT

**** THIS SECTION TO BE COMPLETED BY CITY STAFF ONLY ****

APPLICATION SUBMITTED WAS - ☐ Complete With Exhibits ☐ Incomplete - Date Completed _____

Damage Deposit Submitted (IF APPLICABLE) - ☐ Not Applicable ☐ Amount = \$ _____ Check # _____

Review by Department Head or Designee

☒ Public Works Staff Initials SD Date 6/11/25

☒ Fire Department Staff Initials MH Date 6/11/25

☒ Police Department Staff Initials JB Date 6/10/25

Staff Signature - Special Event Permit Issued By _____ (CITY CLERK OR AUTHORIZED DESIGNEE)

City Council Approval Date _____ Date of Issuance _____ PERMIT #S 2025-08

Conditions of Permit Approval

☒ Permit Conditions Detailed in Attached Letter Dated 6/9/25

☐ Permit Conditions Listed Below:



CITY OF
LONG LAKE

June 9, 2025

Marty Schneider, Event Organizer
Long Lake Area Chamber of Commerce
PO Box 662
Long Lake, MN 55356

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2025-08
Buckhorn Days 2025 / Saturday, July 12, 2025 (7:00 am – 11:00 pm)

Dear Event Organizer:

Your application for a Special Event Permit for Buckhorn Days 2025 is hereby approved, subject to the conditions listed below. The Wayzata Police Department and its officers, acting on behalf of the City of Long Lake, are empowered to revoke this Special Event Permit at any time for any safety concerns that are not immediately resolved by the permit holder or a representative of the permit holder. This revocation shall cause the immediate cancellation of the event originally authorized by this Permit.

- [] The Long Lake Fire Department and Wayzata Police Department, acting on behalf of the City of Long Lake, may impose additional conditions to this Permit by email correspondence of the Fire or Police Chief as needed.
- [] Written permission from property or business owner(s) for off-site parking locations is required to be submitted to the City Clerk *by no later than Wednesday, July 9.*
- [] Event organizer is required to contact Wayzata Police Chief Jamie Baker at 952-404-5340 to discuss event preparation and to work with Buckhorn Days volunteer staff. It is a requirement of this permit that a Wayzata Police Department licensed officer be contracted for and present on site from 6:00 pm through the duration of the event; or alternatively, in lieu of contracting for an officer, the Chamber of Commerce may provide the Wayzata Police Department with a booth site for the duration of the event at no cost. The event organizer is required to contact Chief Baker or her designee to arrange compliance with this condition.
- [] Barricades to block off access to Lake Street and Symes Street during the event must be temporary structures and no damage to the street will be allowed. Event organizer is required to contact the Long Lake Public Works Department to request loan of barricades and traffic cones for the event. Access must be made available to any emergency vehicles and property owners if needed. Fire hydrants must remain free of obstruction.

- [] Event organizer and event staff will be responsible to organize and provide traffic control needed during the event, with Police available to assist when an officer is present. Note that for the Fire Department Red Hot Run 5K included in the event schedule, it is a requirement of this permit that Fire Department member(s) provide traffic assistance to 5K participants at the crossing of Wayzata Boulevard W, and at intersections and turning movements within the run route. Traffic control personnel must utilize traffic safety vests and/or flags while at their posts.
- [] No car show or event-related vehicles or trailers may be driven or parked on the grass within any Nelson Lakeside Park property without prior approval from the Long Lake Public Works Director. Should weather conditions leading up to the event date prevent allowing the car show to park on grass areas within Nelson Lakeside Park, the event organizer is authorized to move the car show to an alternative location on private property with permission of the property owner. Vendors and event-related vehicles or equipment may not damage asphalt on any streets or paved parking areas.
- [] The event organizer will be responsible to make adequate portable restroom facilities and handwashing stations available for the anticipated attendance. A minimum of three (3) additional portable restroom units is required, unless otherwise approved by the City Clerk.
- [] The event organizer will be responsible to contract for additional waste containers to be provided at Nelson Lakeside Park. The waste container provider employed by the event must be consulted as to the appropriate number and size of waste containers needed for the 300 to 500 event attendees expected.
- [] A 1 Day to 4 Day Temporary On Sale Liquor License must be obtained by the Orono Lions Club to permit alcohol sales in Nelson Lakeside Park during Buckhorn Days 2025. It is a requirement of this permit that all liquor service and distribution be discontinued at or before 10:00 pm.
- [] Controlled access to the alcoholic beverage sales area must be provided. The alcohol sales area must be clearly fenced off with limited points of entry provided, preferably no more than two. ID's must be checked for anyone who appears 35 years of age or younger. Wristbands are required for alcoholic beverage service. Alcoholic beverages may not leave Nelson Lakeside Park property at any time. It is a requirement of this permit that "no alcoholic beverages beyond this point" temporary signage be posted at the perimeter of the park in various locations.
- [] Any persons working alcohol sales for Buckhorn Days 2025 may not be under the influence of or consume alcoholic beverages while staffing their location.
- [] Long Lake City Ordinance requires that dogs on park property be restrained by a physical leash not exceeding six (6) feet in length. During the event, all dogs are required to be leashed while on Nelson Lakeside Park property, except while racing the in the designated, roped off, controlled race area during the Dog Races.
- [] Proof of approval from Hennepin County Sheriff's Water Patrol for the Buckhorn Days Carp Fishing Tournament to take place on Long Lake must be submitted to the City Clerk *by no later than Wednesday, July 9.*

SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2025-08

Buckhorn Days 2025 / Saturday, July 12, 2025 (7:00 am – 11:00 pm)

Page 3 of 3

Section 7A.

- [] A Noise Variance Permit must be obtained from the City to allow the use of sound amplification equipment for broadcasting announcements and live entertainment through the duration of the event.
- [] The event organizer is responsible to contact the Long Lake Public Works Director at 612-237-9520 to arrange for any electrical power needs for the event.
- [] The event organizer is required to provide a final format Buckhorn Days 2025 event flyer / schedule to the City Clerk at least 10 days prior to the event date for City distribution and notification purposes.
- [] Certificates of General Liability Insurance from the Long Lake Area Chamber of Commerce and Midwest All-Star Wrestling must be submitted to the City Clerk *by no later than Wednesday, July 9*. A Certificate of General Liability Insurance for the City of Long Lake and its Fire Department is already on file with the City Clerk.
- [] A thorough cleanup of Nelson Lakeside Park must occur within 24 hours following the event's usage of the park on Saturday, July 12.

Please be advised that by acceptance of Special Event Permit #S2025-08, the permit holder, on behalf of any and all organizations and private persons, grants authority to operate under the Special Event Permit, and agrees to indemnify and hold harmless the City of Long Lake from all claims arising from said event. The permit holder, all organizations and private persons exercising authority under this Permit, do waive and release all claims against the City of Long Lake, its officers or employees for any damage to person or property arising from the exercise of privileges granted by this Permit and agrees to hold harmless the City of Long Lake, its employees and officers from any such claim.

Thank you in advance for your cooperation, and best wishes for a successful event.

Sincerely,

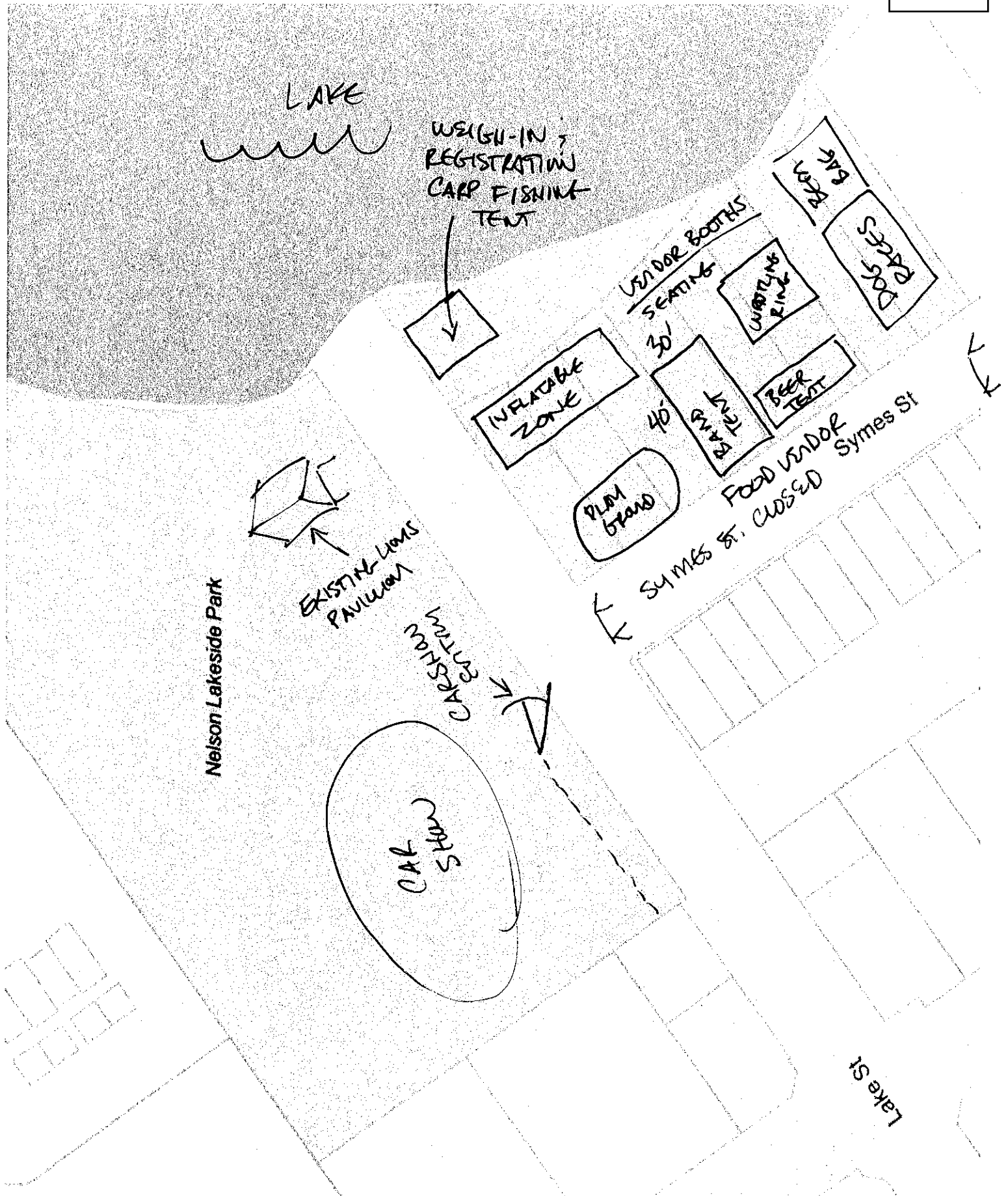


Jeanette Moeller
City Clerk

Buckhorn Days 2025 Schedule – Saturday, July 12:

8:00 am – 1:00 pm	Carp Fishing Tournament on Long Lake
9:30 am – 12:00 noon	Fire Department Red Hot Run 5K
12:00 noon – 11:00 pm	Live Music Stage/Tent – Main Park (6-7 Acts/Bands)
12:00 noon – 8:00 pm	General Participant/Vendor Booths Open
12:00 noon – 10:00 pm	Food Trucks and Refreshments Open
12:00 noon – 7:00 pm	Kid Zone, Games, Jumpy House Inflatables Open
12:00 noon – 3:00 pm	Buckhorn Days Lakeside Car Show (W Side of Park Lawn)
4:00 pm – 5:00 pm	Doggie Races (Registration Opens at 3:00 pm)
2:30 pm – 4:00 pm	Bean Bag Toss Tournament
5:00 pm – 7:00 pm	Midwest All-Star Wrestling
12:00 noon – On	Wayzata Police Booth & Fire Department Outreach

Please note that actual hours of each event may be subject to minor changes as the final Buckhorn Days schedule is completed.



LONG LAKE FIRE DEPARTMENT PRESENTS:
WWW.LLFDREDHOTRUN.COM

Section 7A.

2025

ANNUAL RED HOT RUN



REGISTER YOURSELF NOW!

12
JULY,
2025



5 **K**

Buckhorn Days

LLFD Red Hot Run 5K – Run Map

Route Description

- Route departs Nelson Lakeside Park, crosses Symes Street, and follows the Wayzata Boulevard W trail;
- Crosses Wayzata Boulevard W to follow Wurzer Trail up to Hardin Park;
- At the Hardin Park trailhead, runners cross over on the Luce Line to head back west on the Wayzata Boulevard W trail;
- Runners stay on the Wayzata Boulevard W trail until it returns to the Nelson Lakeside Park block.
- Two aid stations will be available along the route, and portable restroom facilities are available in Hardin Park.



Buckhorn Day Lakeside CAR SHOW 2025



JULY 12 | 12:00 PM - 3:00 PM

Nelson Lakeside Park Long Lake, MN

Spectators: Free | Exhibitors: \$15 online / \$20 at gate

All Years, Makes, and Models welcome.
If it's cool, bring it!

AWARDS & PRIZES

Best in Show	\$200
Cooliest Car	\$100
People's Choice	\$50
Best Muscle Car	\$50
Best Street Rod	\$50
Best Original Car	\$50

KEY FEATURES

- Trophies and big cash prizes
- Proceeds benefit local charities
- 5 live bands
- Beer Tent
- Kids bouncy houses
- Food Trucks
- Dog race



oronolions.org

bradley@worldwide-gaming.com
952-228-9965





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

Section 7A.

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

Name of organization		Date of organization	Tax exempt number
Orono Lions Club		1962	41-6038969
Organization Address (No PO Boxes)	City	State	Zip Code
PO Box 65	Long Lake	MN	55356
Name of person making application		Business phone	Home phone
Bradley Hansen		612-965-0153	
Date(s) of event	Type of organization ☐ Microdistillery ☐ Small Brewer		
7/12/2025	☒ Club ☒ Charitable ☐ Religious ☐ Other non-profit		
Organization officer's name	City	State	Zip Code
Bradley Hansen, President	Orono	MN	55356
Organization officer's name	City	State	Zip Code
Dave Potter, Vice President	Long Lake	MN	55356
Organization officer's name	City	State	Zip Code
Roger Adams, Treasurer	Long Lake	MN	55356

Location where permit will be used. If an outdoor area, describe.
During the Buckhorn Days festival at Nelson Lakeside Park, 1860 Symes Street, Long Lake, MN

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
N/A

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

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

City of Long Lake	Date Approved
City or County approving the license	7/12/2025
\$25.00	Permit Date
Fee Amount	jmoeller@longlakemn.gov
Event in conjunction with a community festival ☒ Yes ☐ No	City or County E-mail Address
1,741	
Current population of city	

Jeanette Moeller, City Clerk

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

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

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

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



Noise Variance Permit Application

CITY OF LONG LAKE
450 Virginia Avenue, PO Box 606
Long Lake, MN 55356
City Hall Phone / 952-473-6961

PERMIT APPLICATIONS MAY
BE EMAILED TO:
jmoeller@longlakemn.gov

- Complete this permit application form and submit to City Hall **at least 45 days prior to the requested start date**. Permit applications must be reviewed by staff and presented to City Council for approval and authorization to issue.

Applicant Information (Person Responsible for Duties of Permit Holder)

Contact Person / Applicant Name Marty Schneider
Phone 612-237-3843 Email Address martyexplore@msn.com
Organization Name Long Lake Area Chamber of Commerce
Mailing Address PO Box 662
City / State / Zip Long Lake, MN 55356

Noise Variance Request

Describe in detail the activity (live music, sound amplification for an event, construction, etc.) requiring a variance from the City's noise ordinance on the lines below:

Use of sound amplification equipment for announcements and live musical entertainment during Buckhorn Days, as well as a possible fireworks display during the festival.

** List All Dates and Requested Hours for Proposed Noise Activity Below **

Day of Week	Date	Start Time	End Time
Saturday	7/12/2025	12 NOON	11 PM

Applicant Signature

Permit holder is required to have an individual present at all times to monitor sound levels and assure operation within reasonable limits. The applicant / organization acknowledges that the Wayzata Police Department and its officers, acting on behalf of the City of Long Lake, are empowered to revoke this Noise Variance Permit at any time for any concerns that are not immediately resolved by the permit holder or a representative of the permit holder. This revocation shall cause the immediate termination of the noise originally authorized by this permit.

X Signature of Applicant

Date 6-9-2025

JOHN JAMES LONG LAKE CHAMBER PRESIDENT

*** THIS SECTION TO BE COMPLETED BY CITY STAFF ONLY ***

Staff Signature - Permit Issued By _____ (CITY CLERK OR AUTHORIZED DESIGNEE)

City Council Approval Date _____ Date of Issuance _____

Conditions of Permit Approval _____



HENNEPIN COUNTY SHERIFF'S OFFICE

WATER PATROL
4141 SHORELINE DRIVE
SPRING PARK, MN 55384
PHONE: 612-596-9880

Section 7A.

sheriff.waterpatrol@hennepin.us

SPECIAL EVENT PERMIT APPLICATION

THE FOLLOWING INFORMATION IS NECESSARY TO INSURE THE PROPER AND ACCURATE ISSUANCE OF YOUR PERMIT. PLEASE COMPLETE THIS FORM IN ITS ENTIRETY AND RETURN THE FORM TO OUR OFFICE AT LEAST 30 DAYS PRIOR TO YOUR EVENT VIA EMAIL OR STANDARD MAIL.

PLEASE PRINT OR TYPE

NAME OF EVENT: BUCKHORN DAYS CARP FISHING TOURNAMENT

DATE(S) OF EVENT: JULY 12, 2025

TIME(S) OF EVENT: 6 AM - 1 PM

EVENT LOCATION & ADDRESS: (Include a diagram for larger events.)

NELSON PARK BOAT LANDING

Specific area - include start/finish locations

WAS THIS EVENT HELD LAST YEAR: YES ☐ NO ☒ LAST TIME 6/18/2022

SPONSORING ORGANIZATION: LONG LAKE AREA CHAMBER OF COMMERCE

CONTACT PERSON: MARTY SCHEIDER DOB: 7/2/1960

DL# _____ EMAIL: martyexplore@msn.com

ADDRESS: PO BOX 662 LONG LAKE MN 55356

PHONE (MOBILE): 612 237 3843 PHONE (WORK): _____

EVENT WEB ADDRESS: WWW.LONGLAKEAREACHAMBER.COM

PROPOSED EVENT ACTIVITIES: CARP FISHING

PROPOSED PARKING LOCATION: NELSON LAKESIDE PARK

PRIZES TO BE ISSUED: \$300, \$200, \$100, \$100, \$50

WILL ALCOHOLIC BEVERAGES BE SOLD? YES ☐ NO ☒

WILL FOOD BE SOLD? YES ☐ NO ☒ IF YES, WHAT TYPE OF FOODS: _____

WHAT (IF ANY) STRUCTURES DO YOU INTEND TO PLACE ON THE WATER/ICE?

POP UP TENT FOR REGISTRATION & WEIGH IN

ESTIMATED ATTENDANCE:

(# OF PARTICIPANTS) 60

(# OF SPECTATORS) 80

Section 7A.

FISHING TOURNAMENTS MUST PROVIDE THE NUMBER OF BOATS THAT WILL BE ALLOWED TO ENTER THE WATER: 25

WHAT EXTRA/UNUSUAL HAZARD TO PARTICIPANTS OR NON-PARTICIPANTS WILL BE INTRODUCED TO THE EVENT AREA? _____

WHAT TYPE & NUMBER OF SAFETY EQUIPMENT (BOAT/ATV/SNOWMOBILE/ETC.) WILL BE PROVIDED BY THE SPONSORING ORGANIZATION FOR SAFETY PURPOSES:

PONTOON BOAT

WOULD YOU LIKE WATER PATROL DEPUTIES/VSD TO BE AT YOUR EVENT? YES ☐ NO ☒

IF YES, WATER PATROL DEPUTIES AND/OR VSD PATROL BOATS DO NOT COUNT AS A SAFETY BOAT IF REQUIRED!

IF YES, HOW MANY DEPUTIES DO YOU RECOMMEND, WHY AND WHAT SPECIFIC TIME AND LOCATION?

PLEASE NOTE: IN ORDER TO BE GRANTED A PERMIT FOR YOUR EVENT, THE SPECIFIC GUIDELINES GIVEN WITH YOUR APPLICATION MUST BE FOLLOWED!

6/4/2025 [Signature] Pres
DATE APPLICANT'S SIGNATURE & PRINTED NAME TITLE

JOHN JAMES

PRESIDENT LONG LAKE ALBA
CHAMBER OF COMMERCE

* The application must be signed.

** The named Organization shall, upon request by HCSO, submit applicable documentation (articles, bylaws, resolutions, or ordinances) that confirm the signatory's authority to sign and bind Organization as set forth herein.



HENNEPIN COUNTY SHERIFF'S OFFICE WATER PATROL
UNIT

Section 7A.

SPECIAL EVENT LIABILITY RELEASE

This is a legally binding instrument and the provisions herein are subject to enforcement in court. Consultation with legal counsel is strongly recommended prior to signing this document.

The Organization indicated below (may hereinafter be referred to as "Organization"), agrees that it shall ensure that every participant in the CARP FISHING TOURNAMENT (event) on 7/12/25 (date) shall execute a written agreement acknowledging and agreeing with, at least, the following (i) that Organization is responsible for administering, managing, directing, sponsoring and over-seeing the 7/12/25 (event); (ii) that CARP FISHING TOURNAMENT (describe nature of event) may be an inherently dangerous activity; and (iii) that the participant has actual knowledge of the particular risk or danger associated therewith.

Organization shall defend, indemnify and hold free and harmless the County of Hennepin, its present and former officials, officers, agents, volunteers and employees from any and all liability, assertions of liability, claims, causes of action, judgments, damages, losses, costs or expenses, including reasonable attorney's fees, which in any manner arise or be alleged to arise directly or indirectly from any and all activities connected directly or proximately with the event(s) referenced in the accompanying special event permit application filed on behalf of said Organization.

ISSUANCE OF A PERMIT UNDER MINNESOTA STATUTES §86B.121 DOES NOT MAKE HENNEPIN COUNTY LIABLE FOR ANY INJURY OCCURRING AT THE EVENT. The undersigned forever relinquishes and effectively waives any and all rights, defenses and claims whatsoever assertable by the Organization in any action by the County of Hennepin to enforce the provisions herein.

The undersigned attests that he/she fully understands the above and declares that he/she is authorized to legally bind Organization to the provisions herein. The Organization shall, upon request by HCSO, submit applicable documentation (articles, bylaws, resolutions or ordinances) that confirm the signatory's authority to sign and bind Organization as set forth herein. **Please PRINT or TYPE**

Organization Name (must match application): LONG LAKE AREA CHAMBER OF COMMERCE

Address PO BOX 662 LONG LAKE MN 55356
City State ZIP

Contact Person:
Print Name

John M. James
Title President

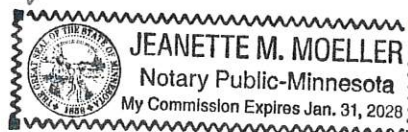
Signature of above contact person:

!!!Must be notarized!!!

IN WITNESS WHEREOF, the undersigned voluntarily sets his/her hand this 9th day of June, 2025
Month, Year

Notary Signature:

Notary Stamp:





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/31

Section 7A.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Marsh & McLennan Agency LLC 6160 Golden Hills Drive Minneapolis MN 55416		CONTACT NAME: Anna Schleper PHONE (A/C, No, Ext): FAX (A/C, No): E-MAIL ADDRESS: anna.schleper@MarshMMA.com		
INSURED City of Long Lake PO Box 606 Long Lake MN 55356		INSURER(S) AFFORDING COVERAGE		NAIC #
		INSURER A: League of MN Cities Ins Trust		99999
		INSURER B:		
		INSURER C:		
		INSURER D:		
		INSURER E:		
CITY/STATE		INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 1769121819

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY			CMC10005749	1/1/2025	1/1/2026	EACH OCCURRENCE \$2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ Included MED EXP (Any one person) \$2,500 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$3,000,000 OTHER: \$
	☒ CLAIMS-MADE ☐ OCCUR						
	GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☐ PROJECT ☐ LOC						
	OTHER:						
A	AUTOMOBILE LIABILITY			CMC10005749	1/1/2025	1/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
	☒ ANY AUTO OWNED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY						
	☒ HIRED AUTOS ONLY						
A	☒ UMBRELLA LIAB			MEL10005758	1/1/2025	1/1/2026	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 OTHER: \$
	EXCESS LIAB						
	DED ☒ RETENTION \$10,000						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Property			CMC10005749	1/1/2025	1/1/2026	Building/Contents/Property in the Open Unscheduled Equipment Limit per location Included*
	Mobile Property						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

*Unscheduled equipment/Leased or Rented Equipment is covered up to value of \$250,000 per item

Evidence of coverage only.

CERTIFICATE HOLDER**CANCELLATION**

City of Long Lake

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Laura Moore

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CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / June 17, 2025

SUBJECT: Approve 2025 City Street Seal Coating Project

Prepared By: Sean Diercks, Public Works Director

Report Date: 6/11/2025

Recommended City Council Action

Staff recommends the following:

Motion to award the 2025 City Street Seal Coating Project to Pearson Bros. Inc. of Hanover, Minnesota in the amount of \$59,819.76.

Overview / Background

The industrial park street seal coating was initially looked at in 2021 to be completed; however, with large scale multi-year construction projects kicking off (The Stax, Zvago, Avva Vetta) it was determined that the industrial park seal coating project could wait till construction was completed to avoid any potential conflicts. The City elected to do a Watertown Road and Apple Glen Road seal coat project at that time, which brings us to the fall of 2024 for seal coating budgeting.

During the budgeting process, it was determined that the industrial park area was going to be looked at again in the 2025 budget year for street seal coating. The City received a budgeting estimate of \$75,000 in the fall of 2024 from Pearson Bros. Inc. for summer 2025 work. As the budget hit final City Council approval, the seal coating budget had been reduced to \$60,000, making the project rather difficult to complete at the scope proposed (strike one). As we were looking at ways to still complete the project as proposed, it was further communicated to us that the City of Long Lake was to be getting fiber optic lines installed city-wide beginning spring of 2025 with about four weeks of notice starting in the industrial park. As the fiber project progressed/evolved we were told that the contractors were going to try to install approximately 1000' per day. Six weeks later maybe 2000' to 3000' total at best. The seal coat contractor had initially combined Long Lake's proposed project with jobs in Medina and Independence for June 2025 completion. Now, the fiber optic's contractor is working in the right in the way of our seal coat project (strike two).

So, with two strikes against the project already (changing the scope to fit the budget, and the fiber optic install project conflicts) it was determined that 2026 would be a better year to complete the project.

On June 10, I received call from the seal coat contractor asking what it would take to keep the Long Lake seal coat project alive in 2025. After some discussion, we have made preliminary arrangements/requests pending City Council approval.

1. Delay the seal coat project until August/September of 2025 to make sure that the fiber contractors have moved on from the industrial park area to avoid any conflict;
2. Keep the initial seal coat project scope the same; and
3. Find a way to trim \$7,000 from the project to keep it within our budget.

With these challenges before Pearson Bros. Inc., they were able to work through all of the requests we presented to them while still keeping the scope the same, adjusting timing for better a fit, and keeping the budget in check.

With all the information available and presented, staff is asking the City Council to consider approving the 2025 Street Seal Coating project in the amount of \$59,819.76 as outlined in this report.

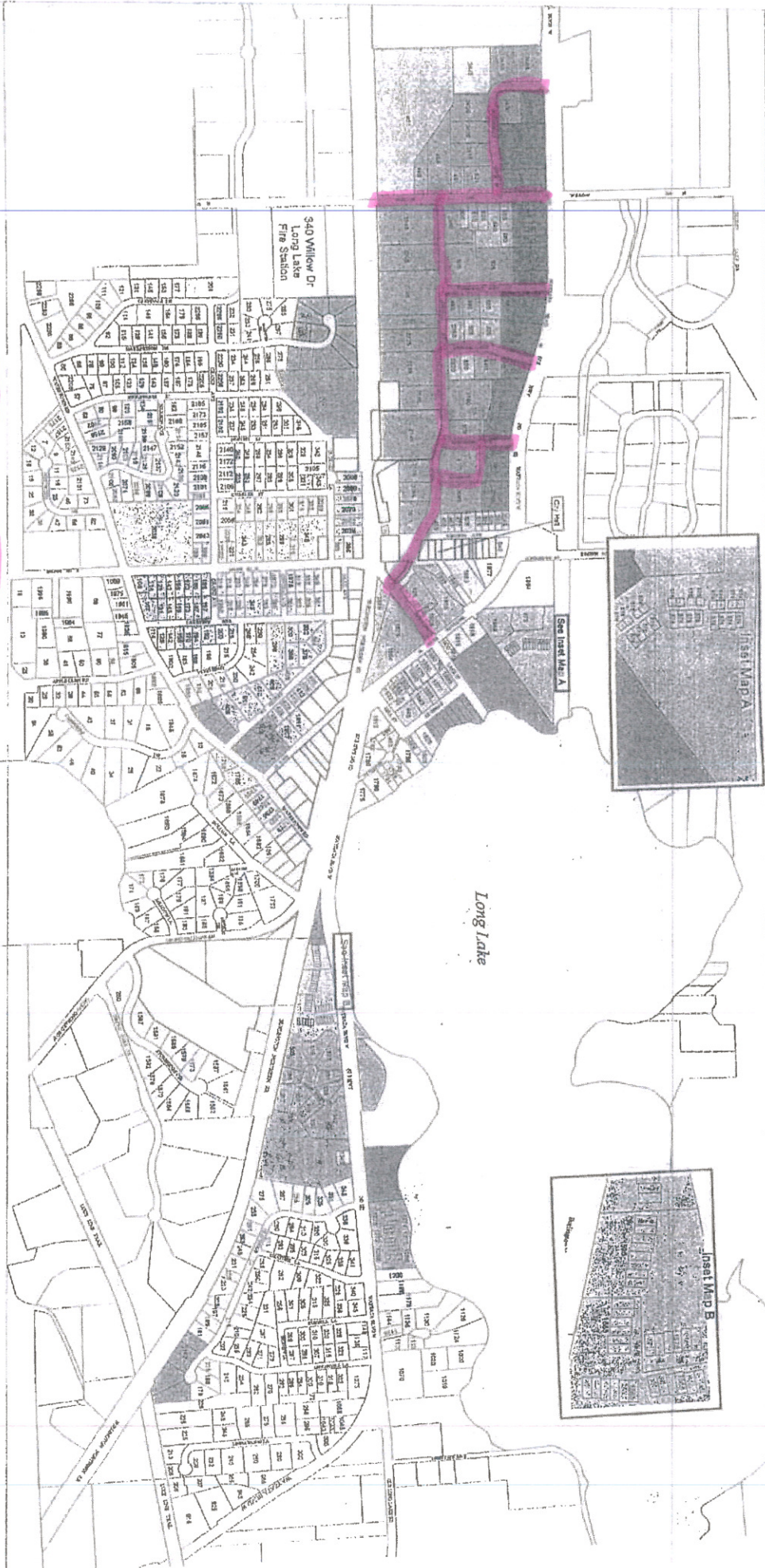
Supporting Information

- 2025 Street Seal Coat Project map
- 2025 Street Seal Coat Project aggregate quantities
- Revised quote from Pearson Bros. Inc.



2005 SEH1 CONT.
City of Long Lake

City of Long Lake



2025 Seal Coat City of Long Lake Industrial Park Area

size

Area

Lake Street from Cr 112 to Virginia Ave	400'x44'	1,956 sq yds	
Daniels St. from Willow Dr. to Virginia Ave.	2475'x44'	12,100 sq yds	
Willow Dr. from Bridge to Cr 112	1250'x45'	6,250 sq yds	
West Industrial from Willow Dr. to Cr 112	1200'x40'	5,333 sq yds	delete
Tamarack Ave. fro Daniels St. to Cr 112	803'x44'	3,925 sq yds	
Brimhall Ave. from Daniels St. to Cr 112	690'x44'	3,450 sq yds	
Shaughnessy Ave. from Daniels St. to Cr 112	500'x50'	2,777 sq yds	
Premier Dr. from Shaughnessy Ave. to Daniels St.	575'x40'	2,555 sq yds	
Total		38,346 sq yds	33,013

59,900
 \$11.56

Pearson Bros., Inc.

11079 Lamont Avenue N.E. ~ Hanover, MN 55341
 Phone: (763) 391-6622 ~ Fax: (763) 391-6627

ATTENTION: Sean Diercks

PHONE #: 952-476-2855 Office
 612-237-9520 Cell

FAX #: sdiercks@longlakemn.gov

JOB LOCATION: City of Long Lake
 ADDRESS:

DATE: April 29, 2025

WE HEREBY SUBMIT SPECIFICATIONS AND ESTIMATES FOR: (38,346) APPROX. SQUARE
 YARDS OF BITUMINOUS SEAL COATING.

PRE-SEAL: Area to be swept by Pearson Bros., Inc.

LIQUID APPLICATION: Pearson Bros., Inc. will furnish and install CRS-2P Liquid Asphalt at .25
 gallons per square yard.

AGGREGATE COVER: Pearson Bros., Inc. will furnish and install 1/8" Dresser Trap Rock
 15-20 lbs per square yard.

ROLLING: Entire area shall be rolled with (2) Eleven (11) Wheel Pneumatic Tire Rollers.

PICK-UP SWEEP: Excess rock shall be picked up by and disposed of by Pearson Bros., Inc.

START DATE: No earlier than: May 15, 2025 COMPLETION DATE: No later than: Sep 15th, 2025

We Proposed Hereby to Furnish Material and Labor -- Complete in Accordance with the Above Specifications,
 for the Sum of: \$59,819.76 38,346 sq yds @ \$1.56 per sq yd)

AUTHORIZED SIGNATURE:



Payment Due Upon Completion

TODD BARTELS
 PEARSON BROS., INC.

ACCEPTANCE OF PROPOSAL -- The above prices,
 specifications and conditions are satisfactory and
 are hereby accepted. You are authorized to do the
 work as specified. Payment will be made as
 outlined above.

SIGNATURE: _____

DATE: _____

Proposal good for 30 days. Please read and initial disclaimer - Bottom right tab