CITY COUNCIL MEETING

February 17, 2026 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 February 4, 2026 City Council Meeting

   B. Approve Vendor Claims and Payroll

   C. Ratify the Termination of Public Works Maintenance Worker II Jesse Laumann Effective February 9, 2026

   D. Adopt Resolution No. 2026-13 Accepting the Donation of Four Dell UltraSharp 27" (U2719D) Monitors to the City of Long Lake

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. Approve Liquor Licenses for Palm & Pine Hospitality LLC DBA San Pancho Restaurante

   B. Approve a Proposal From Capstone Public Sector Solutions for Fire Service Consulting Services Benefiting the Shoreline Fire Department (2024 Fire Service Planning Grant)

   C. Approve the Greater Lake Minnetonka Area Legislative Coalition Cost Sharing Proposal for Legislative Representation

   D. Appointment of Human Resources Subcommittee Members

8. **Other Business**

9. **Adjourn**

UPCOMING MEETINGS & OTHER DATES OF NOTE
Tuesday, March 3 (5:30 pm) / City Council Work Session (May Be Rescheduled)
Tuesday, March 3 (6:30 pm) / City Council Meeting

Tuesday, March 10 (6:30 pm) / Planning Commission Meeting
Tuesday, March 17 (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 MEETING
February 4, 2026

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

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

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

Absent: Council: Todd Newcomer (with prior notice)

PLEDGE OF ALLEGIANCE

MAYOR'S COMMENTS – LONG LAKE NEWS, MEETING REVIEW, AND UPDATES
Mayor Miner reported that the Orono Lions Club had held their annual Snowball Open event based at Birch's on the Lake last weekend and he'd heard it was well attended this year.

He also described a recent Braver Angels organization meeting he'd attended, shared details about the group and its make-up, and mentioned their interest in possibly holding future events in the local area.

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

CONSENT AGENDA
The Consent Agenda consisted of the following:

A. Approve Minutes of January 20, 2026 City Council Work Session
B. Approve Minutes of January 20, 2026 City Council Meeting
C. Approve Vendor Claims and Payroll
D. Adopt Resolution No. 2026-10 Reappointing Erika Leachman to the Park Board for a Term Effective Through December 31, 2028
E. Adopt Resolution No. 2026-11 Approving Special Event Permit #S2026-02 for the MN Strong Photoshoot & Fundraiser on Saturday, February 7

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.

REGULAR BUSINESS

A. Establish an Administrative Assistant Position and Authorize Staff to Solicit Applications
City Clerk Moeller outlined the proposed new Administrative Assistant position and reviewed the primary responsibilities set forth in the updated job description. Among others, responsibilities would include all utility billing functions, general customer service, issuing certain routine permits, and providing support to Public Works.

Councilmember Kvale pointed out that the position was now proposed to be full-time position versus the original thought of it being staffed on a part-time basis.

Moeller clarified that the change to full-time status occurred when the Public Works support component was added to the position's responsibilities.

City Administrator Nowezki noted that there could be some flexibility in the position and offered the example of an applicant who may be a good fit but would only want to work a 32 hour week. That individual wouldn't be removed from consideration for the posting.

Council and staff discussed the duties of the position and where the proposed salary range for the position fits into the City's overall pay plan scale.

A motion was made by Dyvik, seconded by Feldmann, to adopt Resolution No. 2026-08 establishing the position of Administrative Assistant and amending the City's 2026 Salary Plan; and to authorize staff to solicit candidate applications. Ayes: all.

B. Establish a Public Works Maintenance Worker Position; Appoint Michael Decker to the Position of Public Works Maintenance Worker
Moeller indicated that staff had been applying some creative thinking when approaching needs in the Public Works Department. She reviewed the staffing structure of the department, recalled vacancies that were created over the last few months due to resignations, and explained staff's proposal to create a Public Works Maintenance Worker laborer-style position. She highlighted differences in schedule and responsibilities between the new position and existing Maintenance Worker I and II level titles, and noted that the goal is to bring the department back to fully-staffed status. She further reported that Maintenance Worker I employee Michael Decker had been offered the opportunity to apply for the newly created job, and he had opted to resign from his current position in order to accept an offer of employment as Maintenance Worker.

Council and staff discussed the position's expected responsibilities and schedule, impacts to on-call shifts, and areas in the City that would benefit from having this position in place.

Councilmember Kvale inquired about the budget implications of adding both the Public Works Maintenance Worker and Administrative Assistant positions.

Nowezki responded that if both positions were approved, at the end of the year, the City's General Fund would be *under* budget by around $6,000, the General Fund for Public Works would be over budget by about $1,700, the Water Fund would be over budget by $377, and the Sewer Fund would be over budget by $408. She commented that she was hopeful this position would also result in cost savings for on-call and overtime pay.

Moeller offered to display a copy of the City's 2026 Salary Plan that would show the other City employee salary ranges.

Nowezki added that the two positions being discussed tonight were not included in the depicted schedule, but indicated that staff had reviewed the salary plan as a whole when contemplating salary ranges for the new positions. She shared the reasoning behind staff's recommendation to bring Mr. Decker into the Maintenance Worker position at a Step 3 wage rate, and noted that he would be eligible to be considered for Step 4 on the pay scale upon completion of a six-month probationary period and performance review.

A motion was made by Feldmann, seconded by Miner, to adopt Resolution No. 2026-07 establishing the position of Public Works Maintenance Worker and amending the City's 2026 Salary Plan. Ayes: all.

A motion was made by Feldmann, seconded by Miner, to accept the resignation of Public Works Maintenance Worker I Michael Decker effective Friday, February 13, 2026. Ayes: all.

A motion was made by Feldmann, seconded by Miner, to adopt Resolution No. 2026-09 appointing Michael Decker to the position of Public Works Maintenance Worker and approving compensation. Ayes: all.

OTHER BUSINESS

Water Quality Related Updates - Councilmember Dyvik informed Council that he would be attending an informational meeting tomorrow (Thursday, February 5) with the Long Lake Waters Association and Lake Restoration to talk about possible alum treatment options for the lake. Moeller mentioned that she had recently come across some older City Council work session minutes that included reference to an alum treatment being completed on Long Lake in the 1990s, and that the MCWD had taken the lead on that project.

Mayor Miner shared that he also had a meeting tomorrow (Thursday, February 5) with the MCWD Director, his staff, and Janet Schaefer. He explained that the meeting was intended to be an update and debrief on potential project ideas for Long Lake, and observed that there may be some overlap on this topic. Nowezki recalled that at the MCWD's recent kick-off meeting, they'd communicated that their next focus would be Long Lake. She commented that they did not specifically reference projects for the lake, but were rather focusing on storm water projects and related improvements that could be possible outside of the lake itself. Mayor Miner invited an additional Council member to join him at the meeting with the MCWD on February 5 at 10:00 am, if anyone was available.

Road and Engineering Project Updates - Nowezki informed Council that she had recently met with the City's engineering firm and Public Works Director Diercks. She provided an update on City road project planning, an application to Metropolitan Council for an I & I grant, and explained that the first priority would be the I & I project. She briefly outlined potential road projects and creative approaches that were being considered for roadways such as Grand Avenue, Lakeview Avenue, and Upper Lea Lane.

Though not a City project, she shared information about an upcoming public informational meeting MnDOT would be holding on February 9 from 5:00 pm to 7:00 pm to discuss the next phase of the Highway 12 construction project from Wayzata to Minnetonka.

Shoreline Fire Department Updates – Nowezki reported that the Shoreline Fire Department has had 62 calls as of February 3, with 52 being in Orono, eight in Long Lake, and two in Minnetonka Beach. She stated that the Fire Department had successfully sold two former LLFD vehicles, updated the Council on the sale results, and clarified that the funds would be allocated back to the Shoreline Fire Department's capital fund.

Donation of Monitors – Moeller announced that the City had recently received a donation of four gently used monitors to help outfit City Hall staff offices, and with new PCs on order as well, City Administrator Nowezki will soon be able to transition to an office space.

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 / February 17, 2026

SUBJECT:	Approve Vendor Claims and Payroll	
Prepared By:	Amanda Nowezki, City Administrator	**Report Date:** 02/12/2026

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of $86,874.57 and electronic vendor payments in the amount of $1,423.38 for a total amount of **$88,297.95**; February City Council monthly payroll in the amount of **$1,300.00**; and gross City Employee payroll paid February 5 in the amount of **$19,669.02**.

Overview / Background

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

Supporting Information

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

LONG LAKE, MN

*Check Summary Register©

Checks 71858-71885

	Name	Check Date	Check Amt	
10100	**GENERAL FUND CASH**			
71858	Advanced Imaging Solutions	02/12/26	$77.00	Copier Contract Maint - Feb 2026
71859	CARSON, CLELLAND & SCHREDER	02/12/26	$4,234.75	Jan Legal Fees-Policy Compliance Issue, Cell Tower Lease Te
71860	CENTERPOINT ENERGY	02/12/26	$4,939.28	Gas Charges - (12/19/25-01/21/26) 450 Virginia Ave
71861	CITY OF LONG LAKE	02/12/26	$373.62	Jan 2026 Utility Bill-1964 Orchard Ln
71862	CORE & MAIN LP	02/12/26	$1,026.97	Pot Hole Repair - 50#Bag Cold Patch
71863	Kyle Crissey	02/12/26	$875.00	Install/configure computer systems in new office of the Clerk a
71864	EHLERS AND ASSOCIATES	02/12/26	$818.75	TIF 1-6 Administration- Decertification and Calculation Review
71865	FIRSTNET (AT&T)	02/12/26	$129.69	PW WIRELESS SERVICES (12/26/25-01/25/26)
71866	FISCHER MINING, LLC	02/12/26	$1,057.09	Sand for Watermain Breaks-1575-E Wayzata Blvd
71867	GARAGE DOORS PLUS LLC	02/12/26	$980.00	PW Garage Door Repairs
71868	GOPHER STATE ONE CALL	02/12/26	$54.05	Jan 2026 Locates
71869	HENNEPIN CTY INFO. TECH. DEPT	02/12/26	$89.94	PW Radio Fees-Jan 2026
71870	LEAGUE OF MN CITIES	02/12/26	$9,081.00	2026 Worker's Comp Renewal - CH 8810
71871	Lifestyle Communities LLC	02/12/26	$4,438.60	1948 Wayzata Blvd (Zvago) Escrow Adjustment
71872	MARSH & MCLENNAN AGENCY LLC	02/12/26	$3,500.00	2026 Agency Fee Renewal
71873	Metro West Inspection Svcs Inc	02/12/26	$2,400.30	Jan 2026 Permits
71874	METROPOLITAN COUNCIL	02/12/26	$36,218.83	Waste Water Services - Feb 2026
71875	MN DEPT OF PUBLIC SAFETY-EPCRA	02/12/26	$50.00	Hazardous Materials Fee - Facility ID #4366 (Well #2)
71876	MN RURAL WATER ASSOCIATION	02/12/26	$350.00	MRWA Technical Conference (1)
71877	Premium Waters, Inc.	02/12/26	$17.33	Bottled Water - Feb 2026
71878	RIVERSIDE DESIGN	02/12/26	$642.40	#10 Window Envelopes
71879	SUTTONS ADVANCED CLEANING SRV	02/12/26	$290.00	CH Cleaning Services - Feb 2026
71880	TIMESAVER OFF SITE	02/12/26	$178.00	01/20/26 City Council Meeting Minutes - 1 hr
71881	WASTE MANAGEMENT	02/12/26	$6,491.04	Residential Recycling - Feb 2026
71882	Westside Wholesale Tire	02/12/26	$440.76	Roll-In Dock Tires
71883	WRIGHT-HENNEPIN SECURITY	02/12/26	$125.80	Jan 2026 Security - 450 Virginia Ave
71884	XCEL ENERGY	02/12/26	$2,383.29	Steet Lights - 1070 W Wayzata Blvd
71885	XCEL ENERGY	02/12/26	$5,611.08	Electricity (12/22/25-01/25/26)-CH
		Total Checks	$86,874.57	

10100 GENERAL FUND CASH	
101 GENERAL FUND	$28,063.58
205 FIRE DEPARTMENT	$1,358.70
385 TAX INCREMENT # 1-6	$818.75
601 WATER FUND	$6,632.14
602 SANITARY SEWER FUND	$39,071.76
604 RECYCLING FUND	$6,491.04
700 BUILDING PERMIT ESCROWS	$4,438.60
	$86,874.57

LONG LAKE, MN

*Check Detail Register©

Checks 71858-71885

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71858	02/12/26	**Advanced Imaging Solutions**			
E 101-41500-4135		Copier Maintenance	$77.00	INV372851	Copier Contract Maint - Feb 2026
		Total	$77.00		
71859	02/12/26	**CARSON, CLELLAND & SCHREDER**			
E 101-41610-3120		Legal Fees - Civil	$2,584.75	9112	Jan Legal Fees-Policy Compliance Issue, Cell Tower Lease Terms, Employee Handbook, HR, Etc
E 205-42280-4300		Miscellaneous	$450.00	9112	Shoreline Jan Legal Fees-North Memorial Lease Prep
E 101-41610-3040		Legal Fees - Criminal	$1,200.00	9112	Jan Legal Fees-Criminal
		Total	$4,234.75		
71860	02/12/26	**CENTERPOINT ENERGY**			
E 602-49450-3830		Natural Gas Expense	$25.77	10667960-8-	Gas Charges - 25 Apple Glen
E 101-41940-3830		Natural Gas Expense	$488.24	80000790651	Gas Charges - (12/19/25-01/21/26) 450 Virginia Ave
E 205-42282-3830		Natural Gas Expense	$620.33	80000790651	Gas Charges - (12/19/25-12/31/25) 340 Willow Dr
E 205-42286-3830		Natural Gas Expense	$288.37	80000790651	Gas Charges - (12/19/25-12/31/25) 3770 Shoreline
E 101-41942-3830		Natural Gas Expense	$3,049.84	80000790651	Gas Charges - (12/19/25-01/21/26) 2145 Daniels
E 602-49450-3830		Natural Gas Expense	$51.54	80000790651	Gas Charges - (12/19/25-01/21/26) Sewer
E 101-45200-3830		Natural Gas Expense	$415.19	80000790651	Gas Charges - (12/19/25-01/21/26) 309 Harrington
		Total	$4,939.28		
71861	02/12/26	**CITY OF LONG LAKE**			
E 101-41940-3820		City Utilities (Wat,Sew,Sto	$81.18	022826	Jan 2026 Utility Bill-450 Virginia
E 101-41942-3820		City Utilities (Wat,Sew,Sto	$179.32	022826	Jan 2026 Utility Bill-2145 Daniels
E 601-49400-3820		City Utilities (Wat,Sew,Sto	$45.42	022826	Jan 2026 Utility Bill-1964 Orchard Ln
E 101-45200-3820		City Utilities (Wat,Sew,Sto	$67.70	022826	Jan 2026 Utility Bill-350 Harrington
		Total	$373.62		
71862	02/12/26	**CORE & MAIN LP**			
E 101-43100-2240		Street Maint Materials	$1,026.97	CNV1000022	Pot Hole Repair - 50#Bag Cold Patch
		Total	$1,026.97		
71863	02/12/26	**Kyle Crissey**			
E 101-41500-5710		Computer/Printer Replace	$875.00	2716971	Install/configure computer systems in new office of the Clerk and City Administrator
		Total	$875.00		
71864	02/12/26	**EHLERS AND ASSOCIATES**			
E 385-47060-3000		Professional Srvs	$818.75	104728	TIF 1-6 Administration- Decertification and Calculation Review
		Total	$818.75		
71865	02/12/26	**FIRSTNET (AT&T)**			
E 101-41942-3210		Telephone	$129.69	X02032026	PW WIRELESS SERVICES (12/26/25-01/25/26)
		Total	$129.69		
71866	02/12/26	**FISCHER MINING, LLC**			
E 601-49400-4065		Water Main Break	$1,057.09	182479	Sand for Watermain Breaks-1575-E Wayzata Blvd
		Total	$1,057.09		

LONG LAKE, MN

*Check Detail Register©

Checks 71858-71885

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71867	02/12/26	**GARAGE DOORS PLUS LLC**			
E 101-41942-4010		Bldg Maint & Repairs	$980.00	149504	PW Garage Door Repairs
		Total	$980.00		
71868	02/12/26	**GOPHER STATE ONE CALL**			
E 601-49400-3855		Gopher One Locates Expe	$54.05	6010557	Jan 2026 Locates
		Total	$54.05		
71869	02/12/26	**HENNEPIN CTY INFO. TECH. DEPT**			
E 101-41942-3235		Cty 800mhz Radio Admin	$89.94	1000261064	PW Radio Fees-Jan 2026
		Total	$89.94		
71870	02/12/26	**LEAGUE OF MN CITIES**			
E 101-41500-1510		Workers Comp Insurance	$542.98	WC 1001134	2026 Worker's Comp Renewal - CH 8810
E 101-43050-1510		Workers Comp Insurance	$4,240.58	WC 1001134	2026 Worker's Comp Renewal - STR 5506
E 602-49450-1510		Workers Comp Insurance	$2,120.30	WC 1001134	2026 Worker's Comp Renewal - SWR 7580
E 601-49400-1510		Workers Comp Insurance	$2,120.30	WC 1001134	2026 Worker's Comp Renewal - WTR 7520
E 101-41110-1510		Workers Comp Insurance	$56.84	WC 1001134	2026 Worker's Comp Renewal - CNCL 9411
		Total	$9,081.00		
71871	02/12/26	**Lifestyle Communities LLC**			
G 700-29295		1948 Wayzata (Zvago) 20	$4,438.60	1948	1948 Wayzata Blvd (Zvago) Escrow Adjustment
		Total	$4,438.60		
71872	02/12/26	**MARSH & MCLENNAN AGENCY LLC**			
E 101-41500-3700		Insurance Broker Fee	$3,500.00	75720	2026 Agency Fee Renewal
		Total	$3,500.00		
71873	02/12/26	**Metro West Inspection Svcs Inc**			
E 101-42400-3035		Bldg Inspection - Subcontr	$2,400.30	4901	Jan 2026 Permits
		Total	$2,400.30		
71874	02/12/26	**METROPOLITAN COUNCIL**			
E 602-49450-3100		MCES Sewer Treatment	$36,218.83	1199768	Waste Water Services - Feb 2026
		Total	$36,218.83		
71875	02/12/26	**MN DEPT OF PUBLIC SAFETY-EPCRA**			
E 601-49400-4330		Dues and Subscriptions	$25.00	M-151478	Hazardous Materials Fee - Facility ID #4365 (Well #1)
E 601-49400-4330		Dues and Subscriptions	$25.00	M-151479	Hazardous Materials Fee - Facility ID #4366 (Well #2)
		Total	$50.00		
71876	02/12/26	**MN RURAL WATER ASSOCIATION**			
E 601-49400-3350		Conference/Meetings	$350.00	020626	MRWA Technical Conference (1)
		Total	$350.00		
71877	02/12/26	**Premium Waters, Inc.**			
E 101-41500-4145		Bottled Water Service	$17.33	311268739	Bottled Water - Feb 2026
		Total	$17.33		
71878	02/12/26	**RIVERSIDE DESIGN**			

*Check Detail Register©

Checks 71858-71885

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 601-49400-2010		Office Supplies	$175.00	5124	#10 Window Envelopes
E 602-49450-2010		Office Supplies	$175.00	5124	#10 Window Envelopes
E 101-41500-2010		Office Supplies	$253.40	5124	#10 Window Envelopes
E 101-41500-3500		Printing Expense	$39.00	5124	Business Cards w/New Job Title (Amanda)
		Total	$642.40		
71879	02/12/26	**SUTTONS ADVANCED CLEANING SRV**			
E 101-41940-3840		Custodial & Waste Remov	$290.00	7993	CH Cleaning Services - Feb 2026
		Total	$290.00		
71880	02/12/26	**TIMESAVER OFF SITE**			
E 101-41500-3000		Professional Srvs	$178.00	31760	01/20/26 City Council Meeting Minutes - 1 hr
		Total	$178.00		
71881	02/12/26	**WASTE MANAGEMENT**			
E 604-43200-3890		Res Curb Recycling	$3,886.51	8209384-159	Residential Recycling - Feb 2026
E 604-43200-3895		Res Organic Recycling	$2,604.53	8209384-159	Residential Recycling - Feb 2026
		Total	$6,491.04		
71882	02/12/26	**Westside Wholesale Tire**			
E 101-45200-4040		Equip Maint & Repairs	$220.38	978293	Roll-In Dock Tires
E 101-45200-4040		Equip Maint & Repairs	$220.38	978557	Roll-In Dock Tires
		Total	$440.76		
71883	02/12/26	**WRIGHT-HENNEPIN SECURITY**			
E 101-41940-3000		Professional Srvs	$62.90	012826	Jan 2026 Security - 450 Virginia Ave
E 101-41942-3000		Professional Srvs	$62.90	012826	Jan 2026 Security - 2145 Daniels St
		Total	$125.80		
71884	02/12/26	**XCEL ENERGY**			
E 101-43100-3815		Street Lighting Maint/Elect	$38.77	962359168	Steet Lights - 1070 W Wayzata Blvd
E 101-43100-3815		Street Lighting Maint/Elect	$76.32	962760467	Steet Lights - 2129 W Wayzata Blvd
E 101-43100-3815		Street Lighting Maint/Elect	$258.65	962760467	Steet Lights - 1758 W Wayzata Blvd
E 101-43100-3815		Street Lighting Maint/Elect	$2,009.55	963675907	Street Lights - Act #5156925594
		Total	$2,383.29		
71885	02/12/26	**XCEL ENERGY**			
E 101-41940-3810		Electricity Expense	$203.65	963874609	Electricity (12/22/25-01/25/26)-CH
E 101-41942-3810		Electricity Expense	$1,184.09	963874609	Electricity (12/22/25-01/25/26)-PW
E 101-43100-3815		Street Lighting Maint/Elect	$373.13	963874609	Electricity (12/22/25-01/25/26)-Street Lights
E 101-45200-3810		Electricity Expense	$589.61	963874609	Electricity (12/22/25-01/25/26)-Parks
E 601-49400-3810		Electricity Expense	$2,780.28	963874609	Electricity (12/22/25-01/25/26)-Wtr
E 602-49450-3810		Electricity Expense	$480.32	963874609	Electricity (12/22/25-01/25/26)
		Total	$5,611.08		
		10100	$86,874.57		

LONG LAKE, MN

*Check Detail Register©

Checks 71858-71885

Check #	Check Date	Vendor Name	Amount	Invoice	Comment

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	$28,063.58
205 FIRE DEPARTMENT	$1,358.70
385 TAX INCREMENT # 1-6	$818.75
601 WATER FUND	$6,632.14
602 SANITARY SEWER FUND	$39,071.76
604 RECYCLING FUND	$6,491.04
700 BUILDING PERMIT ESCROWS	$4,438.60
	$86,874.57

LONG LAKE, MN

*Check Summary Register©

Checks 3369-3375

	Name	Check Date	Check Amt	
10100	**GENERAL FUND CASH**			
3369e	PSN UTILITY ONLINE BILLING	02/03/26	$322.35	BILL PAY FEE - Jan 2026
3370e	POSTALIA	02/02/26	$500.00	Postage-Feb 2026
3371e	MN DEPT OF REVENUE	02/03/26	$455.00	Jan 2026 Sales Tax
3372e	CUSTOMER PAYMENT	02/04/26	$63.03	Return PSN Pmt
3373e	MIDCOUNTRY BANK	02/06/26	$8.00	Direct Deposit Return Fee - J. Kieper
3374e	MIDCOUNTRY BANK	02/06/26	$75.00	Safety Deposit Box Rent
		Total Checks	$1,423.38	

10100 GENERAL FUND CASH	
101 GENERAL FUND	$273.00
601 WATER FUND	$834.21
602 SANITARY SEWER FUND	$316.17
	$1,423.38

LONG LAKE, MN

*Check Detail Register©

Checks 3369-3375

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3369 e	02/03/26	**PSN UTILITY ONLINE BILLING**			
E 601-49400-3090		Software Support	$161.18	321502	BILL PAY FEE - Jan 2026
E 602-49450-3090		Software Support	$161.17	321502	BILL PAY FEE - Jan 2026
		Total	$322.35		
3370 e	02/02/26	**POSTALIA**			
E 601-49400-3220		Postage	$155.00	020226	Postage-Feb 2026
E 602-49450-3220		Postage	$155.00	020226	Postage-Feb 2026
E 101-41500-3220		Postage	$190.00	020226	Postage-Feb 2026
		Total	$500.00		
3371 e	02/03/26	**MN DEPT OF REVENUE**			
G 601-20801		Sales Tax Payable	$455.00	013126	Jan 2026 Sales Tax
		Total	$455.00		
3372 e	02/04/26	**CUSTOMER PAYMENT**			
E 601-49400-4320		Utility Overpmts/Uncollect	$63.03		Return PSN Pmt-01-00000092013
		Total	$63.03		
3373 e	02/06/26	**MIDCOUNTRY BANK**			
E 101-41500-3000		Professional Srvs	$8.00		Direct Deposit Return Fee - J. Kieper
		Total	$8.00		
3374 e	02/06/26	**MIDCOUNTRY BANK**			
E 101-41500-2010		Office Supplies	$75.00		Safety Deposit Box Rent
		Total	$75.00		
		10100	$1,423.38		

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	$273.00
601 WATER FUND	$834.21
602 SANITARY SEWER FUND	$316.17
	$1,423.38

LONG LAKE, MN

Payroll Summary

Pay Group: 06 City Council
Check Date: 2/5/2026 per. 2

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Non-Tax Sheltered	Tips	Reimb.	Net
000000219 DYVIK, JAHN	250.00	250.00	250.00				15.50	3.63			1.10			229.77
000000264 FELDMANN, MICHAEL	250.00	250.00	250.00				15.50	3.63			1.10			229.77
000000247 KVALE, DEIRDRE	250.00	250.00	250.00				15.50	3.63			1.10			229.77
000000246 MINER, CHARLES	300.00	300.00	300.00				18.60	4.35			1.32			275.73
000000299 NEWCOMER, TODD	250.00	250.00	250.00				15.50	3.63			1.10			229.77

941 Deposit

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

Pay Summary

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

Tax Summary

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

Others

Retirement	
Tax-Sheltered	
Voluntary	5.72
Tips	0.00
Reimbursement	0.00
Net	1,194.81

LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly

Check Date: 2/5/2026 per. 3

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Non-Tax Sheltered	Tips	Reimb.	Net
000000287 DECKER JR, MICHAEL	2,616.34	2,447.58	2,447.58	234.86	135.57		162.21	37.94	168.76		13.20			1,863.80
000000243 DIERCKS, SEAN	4,188.04	3,915.82	3,915.82	594.63	235.41		259.66	60.73	272.22		18.43			2,746.96
000000003 GASPAR, DONALD J	186.00	186.00	186.00				11.53	2.70			0.82			170.95
000000306 KIEPER, JASON	1,748.38	1,664.02	1,664.02	92.17	58.78		108.40	25.35	84.36		7.69			1,371.63
000000305 LAUMANN, JESSE	2,968.73	2,777.06	2,777.06	271.34	157.97		184.06	43.05	191.67		13.06			2,107.58
000000091 MOELLER, JEANETTE	3,391.22	2,972.84	2,972.84	228.74	122.69		197.98	46.30	220.43	197.95	14.92			2,362.21
000000252 NOWEZKI, AMANDA	4,570.31	4,080.68	4,080.68	762.71	268.42		282.38	66.04	473.91	15.72	51.13			2,650.00

941 Deposit

Federal Tax	$2,184.45
Medicare	$564.22
Social Security	$2,412.44
Advanced EIC	None
Total Deposit	$5,161.11

Pay Summary

Gross	19,669.02
Federal Gross	18,044.00
State Gross	18,044.00
FICA Gross	19,455.35

Tax Summary

Federal Tax	2,184.45	
State Tax	978.84	
Local Tax		
FICA Ded/Ben	1,206.22	1,206.22
Medicare Ded/Ben	282.11	282.11

Others

Retirement	1,411.35
Tax-Sheltered	213.67
Voluntary	119.25
Tips	0.00
Reimbursement	0.00
Net	13,273.13

City Council Agenda Report

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

CITY OF
LONG LAKE

MEETING DATE / February 17, 2026

SUBJECT:	Ratify the Termination of a Probationary Public Works Employee
Prepared By:	Jeanette Moeller, City Clerk — **Report Date:** 2/9/2026

Recommended City Council Action

Staff recommends the following:

Motion to ratify the termination of Public Works Maintenance Worker II Jesse Laumann effective February 9, 2026.

Overview / Background

On Monday, February 9, City Administrator Nowezki terminated the probationary employment of Public Works Maintenance Worker II Jesse Laumann due to failure to comply with leave usage notice and on call protocols/procedures. Formal ratification of this action by the City Council is requested.

Staff will be promptly posting a position announcement soliciting applications to fill the vacancy.

City Council Agenda Report

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

CITY OF
LONG LAKE

MEETING DATE / February 17, 2026

SUBJECT: Resolution Accepting the Donation of Computer Monitors for City Hall

Prepared By: Jeanette Moeller, City Clerk **Report Date:** 2/10/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-13 accepting the donation of four Dell UltraSharp 27" (U2719D) monitors from Chris Ries to the City of Long Lake.

Overview / Background

An acquaintance of Councilmember Feldmann had a number of spare high-quality computer monitors he was preparing to rehome. Chris Ries of 3535 Christine Drive, Orono, donated four gently used Dell UltraSharp 27" monitors valued at approximately $180 each (used price) in great condition to the City of Long Lake for use by City Hall staff.

This donation enabled staff to complete technology replacements/upgrades for City Hall under the intended budget. We sincerely appreciate Mr. Ries' generosity and are grateful to Councilmember Feldmann for connecting staff with this opportunity.

Donations may be accepted by formal action of the City Council.

Supporting Information

- Resolution No. 2026-13

City Council
Resolution No. 2026-13

A RESOLUTION ACCEPTING THE DONATION OF ACCEPTING THE DONATION OF FOUR DELL ULTRASHARP 27" (U2719D) MONITORS FROM CHRIS RIES TO THE CITY OF LONG LAKE

WHEREAS, Chris Ries of 3535 Christine Drive, Orono, recently donated four high-quality used Dell UltraSharp 27" computer monitors valued at approximately $180 each in great condition (total value $720) to the City of Long Lake for use by City Hall staff; and

WHEREAS, the above donation of equipment items to the City of Long Lake for use by City Hall must be approved by the City Council; and

WHEREAS, the City of Long Lake and its administrative staff sincerely appreciate Mr. Ries' generous donation and extend our gratitude.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Long Lake, Minnesota that the City Council does hereby accept the donation from Chris Ries of four gently used Dell UltraSharp 27" (U2719D) monitors at a total value of $720.

Adopted by the City Council of the City of Long Lake this 17th day of February, 2026.

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 / February 17, 2026

SUBJECT:	Approve Liquor Licenses for Palm & Pine Hospitality LLC DBA San Pancho Restaurante	
Prepared By:	Jeanette Moeller, City Clerk	**Report Date:** 2/10/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-12 approving issuance of liquor licenses for Palm & Pine Hospitality LLC doing business as San Pancho Restaurante.

Overview / Background

Angel Luna Lopez and Finesse Luna, Palm & Pine Hospitality LLC, purchased the existing San Pancho Mexican Restaurant located at 1865 Wayzata Boulevard W #113 and submitted a complete application for On Sale Intoxicating and Sunday Sales Liquor Licenses at the end of December 2025. The restaurant was permitted to continue operations through submittal of an Interim Management Agreement, as reviewed and approved by the City Attorney, since the transaction occurred. The new owners are in the process of rebranding the establishment under the name 'San Pancho Restaurante'.

A background investigation of both owners has been completed by the Wayzata Police Department as required by City ordinance. Background reviews included driver's license and warrant checks, and Hennepin County Sheriff's Office criminal history checks. The Wayzata Police Department has no objection to issuance of the licenses requested.

Staff recommends adoption of the attached Resolution to approve issuance of the liquor licenses as requested. The applicants will be responsible to submit required insurance documentation for Palm & Pine Hospitality LLC doing business as San Pancho Restaurante, and to pay license fees prorated to reflect the remainder of the 2026 license year.

Supporting Information

- Resolution No. 2026-12
- Copy of WPD background checklists

City Council
Resolution No. 2026-12

A RESOLUTION APPROVING ISSUANCE OF LIQUOR LICENSES FOR PALM & PINE HOSPITALITY LLC DOING BUSINESS AS SAN PANCHO RESTAURANTE

WHEREAS, the City of Long Lake has adopted an Ordinance regulating the sale of alcoholic beverages and products; and

WHEREAS, Angel Luna Lopez and Finesse Luna, owners and officers of Palm & Pine Hospitality LLC doing business as San Pancho Restaurante, have made application for the following:

On Sale Intoxicating Liquor License
Sunday Sales Intoxicating Liquor License
Palm & Pine Hospitality LLC dba San Pancho Restaurante
1865 Wayzata Boulevard W, #113
Long Lake, MN 55356

AND WHEREAS, San Pancho Restaurante is an establishment defined as a 'restaurant' pursuant to the City Code of Ordinances, Chapter 4, Article I, Section 4-1 (Definitions); and

WHEREAS, background investigations of Mr. Luna Lopez and Ms. Luna have been completed by the Wayzata Police Department as required by City ordinance, and they have no objection to issuance of the licenses requested.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Long Lake, Minnesota, does hereby approve the issuance of Liquor Licenses as above-mentioned to Palm & Pine Hospitality LLC doing business as San Pancho Restaurante, conditioned upon receipt of applicable license fees and current insurance documentation required per City ordinance.

Adopted by the City Council of the City of Long Lake this 17th day of February 2026.

BY:

____
Charlie Miner, Mayor

ATTEST:

____
Jeanette Moeller, City Clerk

WAYZATA POLICE DEPARTMENT
Proudly Serving Wayzata and Long Lake
600 Rice Street
Wayzata, MN 55391
(952) 404-5340
Fax: (952) 404-5359

Confidentiality Notice: The information provided below may contain confidential and/or private data. Dissemination of the information must be pursuant to Minnesota Data Practices Act.

Case Number: 26000355 **Reason for Background:** LL - On Sale Liquor License

Background Checklist:

Applicant's Name: Luna Lopez, Angel Francisco DOB: ______

Aliases/Maiden Name(s): ______

Driver's License Status: ☑ Valid ☐ Not Valid ☐ No License ☐ Out of State License

Criminal History:

- ☑ No Criminal History Data Found
- ☐ Misdemeanor Conviction
- ☐ Gross Misdemeanor Conviction
- ☐ Felony Conviction
- ☐ Other

Summary:

Minneapolis PD, Hennepin County Sheriff's Office, Ramsey County Sheriff's Office, Bloomington PD, St. Paul PD, Indianapolis PD, Marion County Sheriff's Office (IN), and Orono PD checked and no CCH located. 12/15/2021 - Listed as business owner of 6Smith - A server at business failed alcohol compliance check. No other alcohol violations at businesses / with applicant.

Brenna Groth, 2/2/2026.

WAYZATA POLICE DEPARTMENT
Proudly Serving Wayzata and Long Lake
600 Rice Street
Wayzata, MN 55391
(952) 404-5340
Fax: (952) 404-5359

Confidentiality Notice: The information provided below may contain confidential and/or private data. Dissemination of the information must be pursuant to Minnesota Data Practices Act.

Case Number: 26000355 **Reason for Background:** LL - On Sale Liquor License

Background Checklist:

Applicant's Name: Luna, Finesse Lane DOB:

Aliases/Maiden Name(s): Biebighauser, Finesse Lane

Driver's License Status: ☑ Valid ☐ Not Valid ☐ No License ☐ Out of State License

Criminal History:

- ☑ No Criminal History Data Found
- ☐ Misdemeanor Conviction
- ☐ Gross Misdemeanor Conviction
- ☐ Felony Conviction
- ☐ Other

Summary:

Orono PD, St. Paul PD, Minneapolis PD, Hennepin County Sheriff's Office, Ramsey County Sheriff's Office, Bloomington PD, Aberdeen PD (SD), and Brown County Sheriff's Office (SD) checked and no CCH located. No issues located preventing applicant from on-sale liquor license. Brenna Groth 02/02/2026.

City Council Agenda Report

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

CITY OF
LONG LAKE

MEETING DATE / February 17, 2026

SUBJECT: Approve a Proposal From Capstone Public Sector Solutions for Fire Service Consulting Services Benefiting the Shoreline Fire Department (2024 Fire Service Planning Grant)

Prepared By: Amanda Nowezki, City Administrator **Report Date:** 2/12/2026

Recommended City Council Action

Staff recommends the following:

Motion to approve the proposal from Capstone Public Sector Solutions for fire service consulting, and to authorize the City Administrator to execute the agreement.

Motion to approve the use of 2024 Fire Service Planning Grant funds for consulting services provided by Capstone Public Sector Solutions for the Shoreline Fire Department.

Overview / Background

In 2024, the City of Long Lake partnered with the City of Wayzata to pursue a Fire Service Planning Grant. As a result of this collaboration, the City of Long Lake was awarded $40,000 in grant funds to support administrative costs associated with identifying future service improvements and efficiencies among fire departments.

Following research and consideration, staff recommends the City Council consider entering into an agreement with Jerry Streich, CEO of Capstone Public Sector Solutions. Mr. Streich has worked extensively with fire departments across the state and staff is confident in his ability to provide valuable insights and support to the Shoreline Fire Department.

The Shoreline Fire Department Board has reviewed the proposal and supports approval of an agreement for consulting services that will benefit both the Shoreline Fire Department and the Wayzata Fire Department. The Board has also authorized the Shoreline Fire Department to pay the required local match of $4,000.

Staff recommends that the City Council approve the fire service consulting agreement with Capstone Public Sector Solutions and authorize the use of 2024 Fire Service Planning Grant funds to pay for these services.

Supporting Information

- Capstone Public Sector Solutions Consulting Agreement
- Fire Service Planning Grant

CAPSTONE
Public Sector Solutions

CONTRACTUAL AGREEMENT FOR SERVICES CONSULTATION AND MANAGEMENT

Public Safety Services

THIS AGREEMENT, dated this February 17, 2026, entered into by and between City of Long Lake, a Minnesota City, 450 Virginia Avenue, PO Box 606, Long Lake, MN 55356 hereinafter referred to as the Client, and CAPSTONE LLC, a Minnesota Limited Liability Company, 19070 Lithium Street NW, Anoka, Minnesota 55303, hereinafter referred to as the "Consultant."

WHEREAS, the Client believes that the Consultant has the necessary qualifications, experience, and abilities to provide consulting services to them and

WHEREAS, the Consultant agrees to provide such consulting services to the Client on the terms set out in this Agreement.

IN CONSIDERATION OF the matters described above and of the mutual benefits and obligations outlined in this Agreement, the receipt and sufficiency of which consideration is hereby acknowledged, the Client and the Consultant (individually the "Party" and collectively the "Parties" to this Agreement) agree as follows:

A. SERVICES PROVIDED

1. The Client hereby agrees to engage the Consultant to provide the following consulting services (the "Services"):

   PRIMARY SERVICE – Emergency Services Operations

   (i) Evaluate the services of multiple fire departments and identify opportunities and efficiencies.

   (ii) Evaluate recruitment and retention processes and make recommendations.

   (iii) Evaluate capital equipment, response plans, and mutual aid practices to search for efficiencies.

   (iv) Review budgets, administrative duties, reporting, training, and response data.

   (v) (v) Evaluate how shared purchases, personnel, and equipment sharing could benefit the region.

   CONSULTATION – Meetings and Report

   (i) Interview with fire service leaders and members to define operational impacts and efficiencies.

(ii) Interview with city leaders to find coordinated needs and solutions.
(iii) Present to fire service boards, governance, and members.
(iv) Create a final report for review with outcomes and efficiencies found.

c. DELIVERABLES AND TIMELINE
(i) Kickoff meeting and data request list within ten (10) business days of the Effective Date.
(ii) Interview plan and schedule (participants, locations, and dates) within fifteen (15) business days of receiving the initial requested data.
(iii) Draft findings memorandum and/or draft report delivered within sixty (60) calendar days of receiving the initial requested data, unless extended by mutual written agreement.
(iv) Client review period: the Client will provide consolidated feedback within ten (10) business days of receiving the draft.
(v) Final report delivered within fifteen (15) business days of receiving consolidated feedback.
(vi) Presentations included: up to two (2) presentations of up to ninety (90) minutes each (one draft review, one final), unless otherwise agreed in writing.

2. ASSUMPTIONS AND CLIENT RESPONSIBILITIES
(a) The Client will designate a primary point of contact authorized to coordinate scheduling, data requests, and interview logistics.
(b) The Client and participating departments will provide timely access to available documents, data, and personnel reasonably necessary to perform the Services.
(c) If meetings or interviews are canceled by the Client with less than twenty-four (24) hours' notice, the Consultant may invoice for non-refundable travel time and expenses incurred.

B. PAYMENT
1. The Client hereby agrees to pay the Consultant for professional services as outlined below.
(a) Work performed by the Consultant will be billed to the Client at an estimated fee not to exceed $44,000 for professional fees (the "Not-to-Exceed Amount"), unless increased by written amendment signed by both Parties.
(b) The Consultant will invoice for the work when the final report is delivered. Invoices are payable within thirty (30) days of receipt.
(c) The Consultant will bill the Client at the IRS standard mileage rate per mile listed for that year for travel leaving from the Consultant's office address to the location the Consultant is requested to report. Mileage and other pre-approved reimbursable expenses are in addition to the Not-to-Exceed Amount unless the Parties expressly agree otherwise in writing.

(d) If the Client requests to work outside the scope of Services listed, the Consultant shall notify the Client promptly. The Parties will agree in writing to any revised scope, deliverables, and timeline before the Consultant performs such additional work.
(e) If unforeseen costs are identified, the Consultant will notify the Client for written approval before incurring such costs.
(f) No claim for payment by the Consultant shall be paid unless it is detailed and otherwise in compliance with the claim requirements. Before paying a claim that involves using materials or labor supplied by someone other than the Consultant, the Client may require the Consultant to supply proof of payment for such materials or labor.
(g) If an invoice is more than forty-five (45) days past due, the Consultant may pause work upon written notice until the account is brought current, and the timeline in Section A may be adjusted accordingly.

C. LIMITATION OF LIABILITY

1. EXCEPT AS EXPRESSLY OUTLINED IN THIS AGREEMENT, THE CONSULTANT MAKES NO WARRANTIES, EXPRESS OR IMPLIED, REGARDING THE SERVICES, INCLUDING, BUT NOT LIMITED TO, THE WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE OR CONCERNING THE ACCURACY, COMPLETENESS, OPERABILITY, OR USEFULNESS OF THE SERVICES.

   Except in case of gross negligence or willful misconduct on the part of the Consultant, the Client assumes full responsibility for the Client's use and application of the Services and any resulting decisions or actions. The Consultant shall not be liable for (i) the Client's use and application of the Services, (ii) the adequacy, accuracy, interpretation, or usefulness of the Services, and (iii) the results or information developed from the Client's use or application of the Services.

   To the extent permitted by law, and except for gross negligence or willful misconduct, the Consultant's total liability arising out of or related to this Agreement shall not exceed the total professional fees actually paid to the Consultant under this Agreement.

   Except in case of gross negligence or willful misconduct on the part of the Consultant or breach of the Consultant's obligations under this Agreement, and to the extent permitted by law, the Client waives any claim or rights of recourse on account of claims against the Consultant either in the Client's own right or on account of claims against the Consultant by third parties.

   To the extent permitted by law, the Client shall defend, indemnify, and hold the Consultant harmless against any claims, liabilities, demands, or suits of third parties directly related to the Consultant's work performed for the Client under this

Agreement, except to the extent caused by the Consultant's gross negligence, willful misconduct, or material breach of this Agreement.

2. Nothing in this Agreement shall constitute a waiver by the Client of any statutory limits or immunities from liability.

D. INSURANCE

1. Consultant agrees that it will provide and maintain at all times during the term of this Agreement such insurance coverages as indicated herein and that will otherwise comply with the following provisions. Such policy or policies shall apply to the extent of, but not as a limitation upon or in satisfaction of, the indemnity of provisions of this Agreement. The provisions of this section shall also apply to all subconsultants, other lower-tier consultants, and independent contractors engaged by the Consultant concerning this Agreement, and the Consultant shall be entirely responsible for securing the compliance of all such persons or parties with these provisions. All policies required by this Agreement shall be issued by financially responsible insurers licensed to do business in the State of Minnesota. Consultant shall not commence or perform any work under this Agreement until certificates of insurance are presented to the Client showing the required coverages are in full force and effect with at least the required coverage limit amounts.

2. Consultant shall maintain during the entire term of this Agreement the following insurance coverage and provide Client a certificate of insurance showing such coverage before providing any services under this Agreement: (1) Commercial general liability insurance coverage with a policy limit of at least $1,000,000 per occurrence; (2) Business automobile liability coverage with liability limits of at least $1,000,000; and (3) Workers' compensation insurance. If the Consultant is not required by law to carry workers' compensation insurance, in place of proof of workers' compensation insurance, Consultant may provide a written statement of exemption specifying the particular provision of Minn. Stat. §176.041 that exempts Consultant from having to carry such coverage.

3. If required by the Client as a standard municipal contracting requirement, the Consultant will use commercially reasonable efforts to name the Client as an additional insured on the Consultant's commercial general liability policy, subject to insurer approval and standard endorsement availability.

E. INDEPENDENT CONTRACTOR

1. Consultant acknowledges and agrees that it is an independent contractor and that nothing herein shall be construed to create the relationship between employer and employee. No employee-related withholdings or deductions shall be made from payments due to the Consultant. Consultant shall not be entitled to any benefits from Client and shall not be eligible for workers' compensation or unemployment benefits. Consultant shall always be free to exercise initiative, judgment, and discretion in performing or providing the services identified herein.

2. Nothing within this Agreement shall be deemed to prohibit the Consultant from working for other entities or municipalities. Nothing in the Agreement prohibits the City from retaining the services of other consultants as the City deems appropriate or necessary.

F. TERM OF AGREEMENT

1. The term of this Agreement (the "Term") will begin on the date of this Agreement (the "Effective Date") and will remain in full force and effect until completion of the Services, subject to earlier termination as provided in this Agreement. The Term may be extended with the written consent of both the Consultant and the Client.

2. This Agreement may be terminated by either party delivering to the other party with a 30 day written notice of termination.

3. In the event of termination by the Client, the Client shall pay the Consultant for work completed and approved expenses incurred before the effective date of the termination.

G. GENERAL TERMS

1. Consultant shall abide by all federal, state, or local laws, statutes, ordinances, rules, and regulations, including but not limited to all safety standards now in effect or hereinafter adopted pertaining to this Agreement. Consultant shall procure, at Consultant's expense, all permits, licenses, or other rights required to provide the services contemplated by this Agreement. Consultant shall inform the Client of any changes in any of the above permits, licenses, or other rights issued within five (5) business days of occurrence.

2. DATA PRACTICES AND CONFIDENTIALITY

(a) The Parties acknowledge that the Client is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.
(b) If the Consultant receives data from the Client that is designated as not public, the Consultant will use reasonable care to protect such data and will not disclose it except as permitted by law and this Agreement.
(c) The Consultant understands and agrees that data created, collected, received, stored, used, maintained, or disseminated by the Client may be subject to public access as required by law.

3. The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement.

4. All express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

5. WORK PRODUCT AND INTELLECTUAL PROPERTY

(a) The Consultant shall retain all right, title, and interest in and to the Consultant's pre-existing materials, methodologies, templates, frameworks, training concepts, and know-how, whether or not incorporated into any deliverable.
(b) The Client will own the final report and any City-specific findings prepared under this Agreement as a work product deliverable.
(c) The Consultant grants the Client a non-exclusive, royalty-free license to use the deliverables internally for governmental purposes. Any external publication beyond customary public meeting use or standard records posting will be coordinated in good faith between the Parties.
(d) The Consultant shall retain any new programs, materials, training, or promotions developed by the Consultant that are not uniquely created as City-specific work product.

6. NOTICES All notices required or permitted under this Agreement shall be in writing and delivered by (i) personal delivery, (ii) certified mail (return receipt requested), or (iii) email with confirmation of receipt, to the addresses below (or to such other address as either Party may designate by notice).

   Client Notice Address: City of Long Lake 450 Virginia Avenue, PO Box 606 Long Lake, MN 55356 Attn: City Administrator

   Consultant Notice Address: CAPSTONE LLC 19070 Lithium Street NW Anoka, MN 55303 Attn: Jerry L. Streich, CEO

7. GOVERNING LAW This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

8. ENTIRE AGREEMENT; AMENDMENTS This Agreement constitutes the entire agreement between the Parties with respect to its subject matter and supersedes all prior or contemporaneous discussions or understandings. Any amendment or modification must be in writing and signed by both Parties.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be approved on the date and year first written above.

By: ______________________________

Amanda Nowezki, City Administrator City of Long Lake, MN

By: ______________________________

Jerry L. Streich, CEO CAPSTONE LLC Anoka, MN

Minnesota Department of Public Safety ("State") State Fire Marshal Division 445 Minnesota Street, Suite 145 St. Paul, MN 55101-2190	**Grant Program:** 2024 Fire Service Planning Grant **Grant Contract Agreement Number:** A-SFM-FSPG-2024- LONGLKCI-004 **Grant Contract Amendment Number (e.g. 1, 2):** 1
Grantee: City of Long Lake 450 Virginia Avenue Long Lake, MN 55356	**Grant Contract Agreement Term:** **Effective Date:** 02/18/2025 **Expiration Date:** ~~06/30/2025~~ 06/30/2026
Grant Matching Requirement: Original Agreement Amount $ 4,000.00 Previous Amendment(s) Total 0.00 Current Amendment Amount 0.00 Total Agreement Amount $ 4,000.00	**Grantee Contract Agreement Amount:** Original Agreement Amount $ 40,000.00 Previous Amendment(s) Total 0.00 Current Amendment Amount 0.00 Total Agreement Amount $ 40,000.00
State's Authorized Representative: MN State Fire Marshal Division ATTN: Sonya Borgeson-Bethke 445 Minnesota Street, Suite 145 St. Paul, MN 55101-2190 Phone: 651-201-7206 E-mail: sonya.borgeson-bethke@state.mn.us	**Federal Funding**: None **FAIN:** N/A **State Funding**: Minn. Stat. §299F.012, Subd. 2 (3) **Special Conditions**: None

The Original Grant Contract Agreement and all previous amendments are incorporated into this amendment by reference.

-continued-

1. ENCUMBRANCE VERIFICATION
Individual certifies that funds have been encumbered as required by Minn. Stat. § 16A.15.

Signed: ______________________

Date: ______________________

3. STATE AGENCY

Signed: Tate A Mills
(with delegated authority)

Title: Chief Deputy State Fire Marshal

Date: 7/1/25

Grant Contract Agreement No. A-SFM-FSPG-2024-LONGLKCI-004 / P.O. No. 3000101503

Project No.: N/A

2. GRANTEE

The Grantee certifies that the appropriate person(s) have executed the grant contract agreement on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

Signed: Charlie Miner

Print Name: Charlie Miner

Title: Mayor

Date: 6/19/2025

Signed: JMoeller

Print Name: Jeanette Moeller

Title: City Clerk

Date: 6/18/2025

Signed: ______________________

Print Name: ______________________

Title: ______________________

Date: ______________________

Distribution: DPS/FAS
Grantee
State's Authorized Representative

City Council Agenda Report

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

CITY OF
LONG LAKE

MEETING DATE / February 17, 2026

SUBJECT:	Approve the Greater Lake Minnetonka Area Legislative Coalition Cost Sharing Proposal for Legislative Representation
Prepared By:	Jeanette Moeller, City Clerk — **Report Date:** 2/9/2026

Recommended City Council Action

Staff recommends the following:

Motion to authorize the City's participation in the 'Greater Lake Minnetonka Area Legislative Coalition'; to approve cost sharing in a proposal from Carnival Berns PA to provide legislative representation for the Coalition, with the City of Long Lake's share of the expense at approximately $1,927; and to direct staff to work collaboratively with the City Administrator of the City of Deephaven as the Coalition's designee.

Overview / Background

A series of meetings and discussions between Lake Minnetonka area cities' Mayors has resulted in a group of cities becoming actively interested in pooling their resources and working together to advocate for their priorities at the legislative level. Areas where coordinated advocacy were agreed to be essential are:

- *Protecting local controls*. Maintaining local control over fundamental municipal functions, particularly zoning and land use regulations, is vital to ensure that decision-making reflects the needs and character of individual communities.

- *Regional infrastructure*. Advocating for investment in necessary infrastructure for lake area communities is warranted.

- *Property tax reform*. Aiming to build a statewide coalition to advocate for property tax reform at both the County and State levels, including for transparency on tax assessment services, while focusing on fairness for lake area residents and taxpayers.

The Greater Lake Minnetonka Area Legislative Coalition would be comprised of nine cities - Wayzata, Woodland, Deephaven, Greenwood, Tonka Bay, Long Lake, Minnetonka Beach, Spring Park and Mound. Collaboration as a Coalition of cities would stand to carry significantly more weight and influence with State legislators and County officials than a single city alone. The Coalition is proposing contracting with John Berns and the firm of Carnival Berns PA to serve as the cities' joint advocate and legislative representation.

Supporting Information

- Greater Lake Minnetonka Area Legislative Coalition overview
- Proposal by Carnival Berns PA - Legislative Representation for Lake Minnetonka Area Cities
- Cost Sharing Calculation

Greater Lake Minnetonka Area Legislative Coalition

1. The Need for Collaboration and a Unified Voice for Lake Minnetonka

Inefficiency of Solo Advocacy: Currently, individual cities expend resources to advocate on common issues, often duplicating efforts. A unified coalition provides greater efficiency and a stronger, consolidated message at the county & state level.

Maximizing Influence: A coalition representing the collective interests and residents of the Greater Lake Minnetonka area will carry significantly more weight and influence with state legislators and county officials than a single city alone.

Proactive Engagement: By pooling resources including potential allies out state, we can more effectively monitor, respond to, and proactively shape legislation and opportunities that impact our area, ensuring our voices are heard before decisions are finalized.

2. The Proposed Solution: Partnering with Carnival Berns P.A.

Experienced Advocacy: We propose contracting with John Berns and the firm of Carnival Berns P.A. to serve as our joint advocate.

Deep Bipartisan Relationships: John Berns and his team have a proven track record, having worked extensively with the entire legislature and holding personal relationships on both sides of the aisle.

This includes direct connections with leaders like Speaker of the House Lisa Demuth, House DFL Leader Zack Stephenson, Senate Majority Leader Erin Murphy, and Senate Minority Leader Mark Johnson, as well as committee chairs and nonpartisan staff at the state and county.

Broad Government Access: Their reach extends beyond the legislature, as they regularly work with the Governor’s staff, state agency Commissioners and staff, and key local government leaders, ensuring comprehensive representation of our interests across all levels.

Relevant Background: Mr. Berns' experience as a former State Representative (District 33B) and an elected Wayzata City Council member provides him with a unique, insider perspective on both state and local government needs and processes.

3. Key Areas of Shared Policy Concern (ranked in order of priority)

Based on discussions among Lake Area Mayors, there are critical areas where coordinated advocacy is essential:

Protecting Local Control: Our top priority is maintaining local control over fundamental municipal functions—specifically zoning and land use regulations—to ensure decisions reflect the specific needs and character of our communities.

Regional infrastructure - advocating for investment in critical infrastructure for Lake area Communities.

Property Tax Reform: We aim to build a statewide coalition to advocate for property tax reform at both the County and State levels, focusing on fairness for Lake Area residents and taxpayers including transparency on tax assessment services

4. Financial Investment and Next Steps

Estimated Investment: The total estimated investment for this dedicated, high-level advocacy work is approximately $30,000 plus an administrative fee of $2,500.

Fair Cost Allocation: The contract will be held by one city, and the cost will be divided among participating cities via a pro-rata allocation based on the city's taxable market value and the number of housing units with a cap. In addition, a discount will be applied to the City of Deephaven who will hold the contract to account for the staff time to administer the contract. This ensures an equitable distribution of the investment based on relative size.

See attached

Call to Action: We are asking for your support for this collaborative approach. If you are aligned with this strategy, please bring this proposal (Carnival Berns) forward to your council for:

Approval of the partnership and the financial investment.

Directing staff to work with the City Administrator of the City of Depphaven designated to finalize the agreement and move forward with a unified plan of action.

CARNIVAL BERNS P.A.

ATTORNEYS:
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February 4, 2026

The Honorable Kent Carlson (sent via email only)
Mayor of Deephaven
20225 Cottagewood Road
Deephaven, MN 55331

RE: Legislative Representation for Lake Minnetonka Area Cities

Dear Mayor Carlson,

Thank you for the opportunity to meet on Dec 3 to discuss the joint legislative priorities of Lake Minnetonka Area Cities.

Carnival Berns P.A. respectfully submits the following UPDATED proposal for your consideration:

GOAL: A UNIFIED VOICE FIGHTING FOR LAKE MINNETONKA:

- The voice of individual cities becomes much **stronger when cities band together**.
- A unified agenda provides **clear direction to policy makers** on Lake Area priorities.
- An experienced lobbying firm is needed to **advocate for these critical priorities at the Capitol**, and to **build the coalitions** necessary for long-term success.

PRIORITIES: Lake Area cities have identified their legislative agenda to three items (ranked in order of priority):

1. **Protecting Local Control** of fundamental municipal functions, especially zoning and land use regulations, to ensure decisions reflect the specific needs and character of Lake Area communities
2. **Regional infrastructure** - advocating for critical infrastructure for Lake Minnetonka Communities
3. Building a statewide coalition to advocate for **property tax reform**—focusing on fairness to Lake Area residents and taxpayers.

PLAN: Carnival Berns P.A. stands ready to:

- Engage in a **full-service lobbying effort** on the above priorities, including:
- Direct **engagement will all stakeholders** (friends, foes, and neutral parties) with the goal of

building coalitions to support Lake Area priorities,

- Working with your **local legislative delegation**: Sen. Ann Johnson Stewart, Rep. Patty Acomb & Rep. Andrew Myers,
- Engage with **Hennepin County Commissioners** Heather Edelson and Kevin Anderson, and the entire Hennepin County Board,
- Going well beyond local legislators to advocate directly to relevant **Committee Chairs and Committee members**, and
- Bringing your concerns directly to **legislative leadership**, including the Senate Majority Leader, the Senate Minority Leader, the Speaker of the House and the House DFL Leader.

OPERATIONAL DETAILS (updated):

- The City of Deephaven will: (1) execute and administer the contract with Carnival Berns P.A., (2) collect funds from the other cities, and (3) disburse payments to Carnival Berns P.A. In the alternative, the Lake Area cities may also create a Joint Powers Agreement (JPA) to administer this agreement.
- Rate: $30,000, payable at a rate of $3,000.00/month, for ten months: from March-Dec 2026.
- The Mayors of Deephaven and Wayzata will provide joint direction to Carnival Berns P.A.
- Once the contract is signed, I will register as a lobbyist for the City of Deephaven (or the JPA) and immediately begin outreach and advocacy.

Do not hesitate to reach out if you have any questions.

Very Truly Yours,

CARNIVAL BERNS P.A.

John M Berns

John Berns
Attorney at Law

CC: The Honorable Andrew Mullin, Mayor of Wayzata (sent via email only)

Cost Sharing Calculation

Contract Amt	$30,000
Admin Fee	$2,500
Formula	
Homes	75%
Tax Capacity	25%

		10,392	100.00%	$123,948,621	100.00%	100.00%	$30,000	$0	$30,000
City	**Contract**	**Total # of Homes**	**% of Home**	**Tax Capacity**	**% of Home Tax Capacity**	**Formula %**	**Contract $ Share**	**Share of Admin Fee**	**Total Adjusted Share**
Wayzata		1,720	16.55%	$32,543,493	26.26%	18.98%	$5,693	$313	**$6,006**
Woodland		223	2.15%	$6,700,620	5.41%	2.96%	$888	$313	**$1,201**
Deephaven		1,531	14.73%	$26,754,901	21.59%	16.45%	$4,934	-$2,500	**$2,434**
Greenwood		337	3.24%	$7,505,819	6.06%	3.95%	$1,184	$313	**$1,496**
Tonka Bay		774	7.45%	$12,111,139	9.77%	8.03%	$2,409	$313	**$2,721**
Long Lake		644	6.20%	$3,641,370	2.94%	5.38%	$1,615	$313	**$1,927**
Minnetonka Beach		242	2.33%	$7,834,325	6.32%	3.33%	$998	$313	**$1,311**
Spring Park		485	4.67%	$3,588,033	2.89%	4.22%	$1,267	$313	**$1,580**
Mound		4,436	42.69%	$23,268,921	18.77%	36.71%	$11,012	$313	**$11,325**

City Council Agenda Report

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

CITY OF
LONG LAKE

MEETING DATE / February 17, 2026

SUBJECT: Appointment of Human Resources Subcommittee Members

Prepared By: Jeanette Moeller, City Clerk **Report Date:** 2/9/2026

Recommended City Council Action

Staff recommends the following:

Motion to appoint Councilmember ____________________, Councilmember ____________________, the City Administrator, and the City Clerk to the Human Resources Subcommittee for 2026.

Overview / Background

In 2025, the City Council established a new Human Resources Subcommittee consisting of two City Councilmembers (Councilmembers Feldmann and Newcomer) and two full-time staff members. Recognizing that the subcommittee only met briefly on one occasion, staff did not suggest Council include the Human Resources Subcommittee on the list of 2026 appointments to be made at the City Council's January 6 organizational meeting.

With a draft of an updated employee handbook nearly complete, staff would welcome reactivation of the Human Resources Subcommittee by appointing members to participate in reviewing and finalizing the new handbook document. Additionally, the subcommittee may be tasked with making recommendations to Council on personnel matters; working cooperatively on human resources related updates and projects; and reviewing whether staff wage adjustments may be warranted in the future.

Staff recommends that two City Councilmembers, the City Administrator, and the City Clerk be appointed to the Human Resources Subcommittee, with meetings to be called on an as-needed basis.