



CITY COUNCIL MEETING

July 07, 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. 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.

6. Consent Agenda

A. Approve Minutes of June 16, 2026 City Council Work Session

B. Approve Minutes of June 16, 2026 City Council Meeting

C. Approve Vendor Claims and Payroll

D. Accept the Resignation of Jeff Wikman From the Position of Public Works Maintenance Worker I

E. Adopt Resolution No. 2026-30 Approving Issuance of a Special Event Permit for the Corn Days Parade on August 8, 2026

F. Adopt Resolution No. 2026-32 Approving Issuance of a Special Event Permit for the Buckhorn Days One-Day Festival on July 25, 2026; Approve Issuance of a 1 to 4 Day Temporary On Sale Liquor License and a Noise Variance Permit for the Event

G. Adopt Resolution No. 2026-31 Appointing Election Judges for the 2026 State Primary and General Elections

7. Regular Business

A. Reject Bids for the 2026 Sanitary Lining Project Contract

8. Other Business

9. Adjourn

UPCOMING MEETINGS & OTHER DATES OF NOTE

Friday, July 3 / City Offices Closed - Independence Day Observed

Tuesday, July 7 (6:30 pm) / City Council Meeting

Tuesday, July 21 (5:00 or 5:30 pm) / City Council Work Session

Tuesday, July 21 (6:30 pm) / City Council Meeting

Tuesday, August 4 / Night to Unite

In accordance with Minn. Stat. §13D.02, one or more City Councilmember(s) may be attending this meeting remotely by interactive technology. Members of the public may monitor the meeting in person or by watching the livestream on our YouTube channel at <https://www.youtube.com/@CityofLongLakeMN/streams>.



MINUTES
CITY COUNCIL WORK SESSION
June 16, 2026

CALL TO ORDER

The meeting was called to order at 5:36 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)

APPROVE AGENDA

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

OPEN CORRESPONDENCE

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

REGULAR BUSINESS

A. Discuss the Reclassification of City Clerk Position

City Administrator Nowezki provided the background on a proposed resolution she would present at the regular City Council meeting to reclassify the City Clerk position. She explained that the current job description had not been reviewed or updated since 2003, but the role had actually significantly evolved over the last 23 years. She gave an overview of the expansion of City Clerk Moeller's responsibilities related to planning, zoning, elections, technology, and social media management. She noted that she had consulted with City Attorney Thames and met with the City's Human Resources Subcommittee regarding the proposed reclassification and job description update for the City Clerk position. As an outcome of those discussions, she was suggesting that the position be reclassified to City Clerk/Zoning Administrator and that there be an adjustment to the pay plan as well.

Council and staff discussed the salary pay plan and positions included in the overall plan; highlighted responsibilities in the updated job description and ways the City Clerk position had changed over the years; salary ranges for this type of position in other area cities; and confirmed that the 2026 budget would not be affected if this were to be approved. The Council also voiced their appreciation for the work City Clerk Moeller had done throughout the years, and for the many hats she has worn on behalf of the City.

City Clerk Moeller thanked the Council for their kind words and expressed gratitude for the support of the City's leadership. She reflected that Long Lake has continued to offer her the opportunity to learn many new things over the years that she most likely wouldn't have been able to versus working in a larger city.

B. Continue Discussion of Dog Park Project Concept

Nowezki indicated that staff's initial presentation of the concept for a dog park at Dexter Park at the Council's last meeting had raised many questions that warranted consideration. Because of this, staff is now recommending pausing the idea because if the project moves forward, it must be undertaken correctly. She reviewed information she had learned following the Council's last discussion regarding insurance impacts; and recommendations from the League of Minnesota Cities for entrances, spaces for large and small dogs, specific hours, and when mowing should take place. Staff had also taken another look at the City's current practices related to dog licensing and felt there may be a few gaps that should be filled before they proceed. She added that the idea could eventually be revisited, but the Council had raised a lot of good questions that should be thoughtfully addressed beforehand.

Councilmember Kvale recalled that staff had proposed using Park Dedication Funds for the new dog park and questioned what else the City could use that money for.

Moeller responded that there is very little the funds could be used for given the restrictions being related to new park opportunities. For example, the funds would not be able to be used to rehabilitate the Holbrook Park ice rink, because the rink is an existing park facility.

The Council discussed other park projects that the City could concentrate on in the more immediate future, including opportunities related to the Holbrook Park hockey rink, warming house, and lighting; and resurfacing the tennis courts at Hardin Park. Staff provided further clarification on what types of projects Park Dedication Funds could be used for.

Mayor Miner concluded that the Council appreciated the idea for a dog park that City Administrator Nowezki and City Clerk Moeller had shared, but staff and Council were in agreement to shelve the idea for the moment.

OTHER BUSINESS

Lake Water Quality - Mayor Miner commented that he would like to talk a bit about the quality of the lake's water and noted that he'd received inquiries about dead fish, the Nelson Lakeside Park beach area, and the sandbags that were there. Nowezki replied that she had spoken with Public Works Director Diercks, and the 'sandbags' were actually fabric barriers. Diercks further mentioned that he has someone going to the area daily to remove the dead fish at the beach. Council and staff discussed some possible reasons for the recent increase in dead fish, as well as goose population issues and ways that could be addressed. Nowezki stated that changes had been made to the Public Works Department staff structure and one of the employees now works Sunday through Thursday, and that employee is expected to concentrate on spaces that are heavily used on the weekends and taking care of things like dead fish removal and garbage at Nelson Lakeside Park. She added that she would check into the goose issue and whether there is anything that could still be done this year.

Revisiting Previous Event Stage Concept - Mayor Miner asked about the stage idea that had been raised years ago by Mr. Schneider on behalf of the Chamber of Commerce in partnership with the Orono Lions Club. Nowezki observed that the Council would need to discuss the stage concept as a new idea, because the area where it had originally been proposed had changed quite a bit and the nearby townhome residents would have feedback. Moeller briefly reviewed some of the concerns that had been raised by both new and existing residents regarding the concept of a stage in the originally proposed location. She noted that the City had not been formally approached again about a possible stage project, and the original concept plan approvals would no longer apply.

ADJOURN

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

Respectfully submitted,
Jeanette Moeller
City Clerk



**MINUTES
CITY COUNCIL MEETING
June 16, 2026**

CALL TO ORDER

The meeting was called to order at 6:34 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 noted that the weather has been great, and Nelson Lakeside Park and its beach are open.

He reported that the Council had met in a work session prior to the regular meeting during which they had discussed a possible reclassification for the City Clerk position.

APPROVE AGENDA

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

OPEN CORRESPONDENCE

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

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of June 2, 2026 City Council Work Session
- B. Approve Minutes of June 2, 2026 City Council Meeting
- C. Approve Vendor Claims and Payroll
- D. Adopt Resolution No. 2026-29 Approving Issuance of a Special Event Permit for Corn Days 2026 on August 8, 2026; Approve Issuance of a Noise Variance Permit for Live Entertainment; Approve Issuance of a 1 to 4 Day Temporary On Sale Liquor License; and Approve an Application for Exempt for Gambling Activities at Corn Days

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

REGULAR BUSINESS

A. Reschedule Tuesday, August 4, 2026 City Council Work Session and Regular Meetings due to 'Night to Unite'

City Clerk Moeller stated that since Night to Unite falls on a date the City Council normally meets each year, the Council typically opts to reschedule the meeting in order to allow Council members to visit the various neighborhood gatherings that take place that night. She mentioned that the Wayzata Police Department has published a link for registering Night to Unite neighborhood gatherings that's also available on the City's website.

A motion was made by Feldmann, seconded by Dyvik, to reschedule the August 4, 2026 City Council and Work Session meetings to Wednesday, August 5, 2026 due to 'Night to Unite'. Ayes: all.

B. Reclassification of the City Clerk Position to City Clerk/Zoning Administrator

City Administrator Nowezki introduced a proposal requesting the Council consider reclassifying the City Clerk position under the new title of City Clerk/Zoning Administrator, and amending the salary pay plan to adjust the salary for the position. She noted that City Clerk Moeller had served the City since October 2003, which was also the last time the position description for her role was reviewed and updated. Nowezki explained that this position had evolved significantly over the years and shared examples of things that have changed. She indicated that when the City's full-time Planner left in 2008, City Clerk Moeller absorbed a number of day-to-day duties in the area of planning and zoning; and she had also stepped into other roles such as assisting Public Works, handling recycling, becoming a primary point of contact for the City's IT issues, and participating in human resources functions. Earlier this month, Nowezki had met with the Human Resources Subcommittee and it was determined that this reclassification and salary adjustment were appropriate and justified. She added that the new proposed position description and salary had been included in the meeting packet.

Councilmember Kvale pointed out that this reclassification was essentially a formalization of what City Clerk Moeller had already been doing.

Mayor Miner reflected that City Clerk Moeller had worn many hats in the City since 2003, and the number of hats she has to wear has been increasing.

Nowezki mentioned that she did not believe the proposed salary adjustment would affect the City's 2026 budget.

Councilmember Dyvik commented that he felt the change was well deserved, and voiced his appreciation for all the work City Clerk Moeller had done for the City over the years and for the many different hats she has worn. He stated that he believed the change would bring more in line with her current job duties, and that he hoped that she will continue with the City for many more years. He concluded that he fully supported the reclassification and added that he was also really happy that the City had Administrator Nowezki in her position as well.

Councilmember Feldmann observed that he could just repeat what everyone else had said, but noted that you see 'City Clerk', but then see what City Clerk Moeller actually does, and she does a ton more. He stated that the City was very fortunate to have all of their staff because they know what they are doing and are competent, which makes things much more efficient. He noted that this may be the least controversial vote he has had over his last six years serving on the Council.

A motion was made by Miner, seconded by Feldmann, to adopt Resolution No. 2026-08 reclassifying Jeanette Moeller to the position of City Clerk/Zoning Administrator, amending the 2026 Salary Pay Plan to establish a salary range for the updated position, and approving a salary increase for Ms. Moeller commensurate with retaining her pay plan Step 8 status. Ayes: all.

City Clerk/Zoning Administrator Moeller gave her heartfelt thanks to the Council for their support, which she personally had appreciated as it allowed her the freedom to continue to learn, try new things, and to make this kind of growth opportunity possible for the City staff.

OTHER BUSINESS

Downtown Décor - Councilmember Kvale mentioned that the flags and hanging flower baskets look great in the downtown area.

Xcel Energy Power Outages - Mayor Miner asked staff to reach out to the City’s municipal representative at Xcel Energy and voice concerns shared by residents about how often they have been losing power lately. He has lived in the City for 38 years and cannot remember a time when they have had so many power outages over the last year. He would like to know why it was happening more often and asked if it was due to trees not being trimmed or transformers not being maintained. He noted that he had received a rebate check from Xcel Energy earlier in the year due to the outages, but he would rather his power had not gone out as frequently. Moeller confirmed she would reach out to Xcel to try and learn more.

Staff Updates - Nowezki congratulated City Clerk/Zoning Administrator Moeller on her new role, which was very well deserved, and shared her gratitude for Moeller’s ongoing support and assistance. In turn, Moeller expressed appreciation to Administrator Nowezki for her hard work to create an atmosphere that truly makes it feel like City staff is working as a team. Moeller reminded the Council that City offices would be closed on Friday, June 19 in observance of Juneteenth National Independence Day, and stated that she would be out of the office on June 18 as well.

League of MN Cities Conference – Both Nowezki and Mayor Miner reported that they would be attending the League of Minnesota Cities annual conference in Rochester during the following week.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 6:53 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 / July 07, 2026

SUBJECT: Approve Vendor Claims and Payroll

Prepared By: Amanda Nowezki, City Administrator

Report Date: 07/01/2026

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$178,303.37 and electronic vendor payments in the amount of \$1,695.42 for a total amount of **\$179,998.79**; 2nd quarter Planning Commission payroll in the amount of **\$525.00**; and gross City Employee payroll paid June 25 in the amount of **\$22,147.11**.

Overview / Background

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

Supporting Information

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



CITY OF LONG LAKE

*Check Summary Register©

Checks 72104-72180

Name	Check Date	Check Amt	
10100 GENERAL FUND CASH			
72104	AMERICAN MAILING MACHINES	06/18/26	\$500.00 Postage/Folder Inserter Maint Agreements 08/12/26-08/11/27
72105	BIFFS, INC.	06/18/26	\$590.00 Biff Rental - Nelson Lakeside Park 5/13-6/9
72106	Bond Trust Services Corp	06/18/26	\$16,750.00 2016A BOND INT PMTS (8.36%)
72107	Bond Trust Services Corp	06/18/26	\$237.50 2016A BOND AGENT FEE
72108	CORE & MAIN LP	06/18/26	\$2,258.51 PW Utility Equipment-Utility Metered Magnetic
72109	DELTA DENTAL	06/18/26	\$312.37 Dental Insurance - July 2026
72110	ECM PUBLISHERS, INC.	06/18/26	\$288.00 Newspaper Ad-2026 Sewer Lining Project Bid
72111	EGAN	06/18/26	\$4,635.00 Replace Street Light Pole - Orchard Ln, Claim #AU847444
72112	FLOCK SAFETY	06/18/26	\$3,500.00 Annual License Plate Reader @ Wayzata Blvd/Old Long Lake
72113	HAWKINS INC	06/18/26	\$60.00 Water Chemicals - Chlorine Cylinder
72114	HENNEPIN CTY INFO. TECH. DEPT	06/18/26	\$89.94 PW Radio Fees-May 2026
72115	KLEIN UNDERGROUND, LLC	06/18/26	\$1,650.00 2025 PMP Repairs-Asphalt at 260 Lindawood
72116	MEDICA	06/18/26	\$4,433.32 MEDICAL INS - July 2026
72117	MILOW ELECTRIC, INC	06/18/26	\$6,986.00 Light Repairs at Holbrook Park Ballfield and Hockey Rink
72118	MN DEPARTMENT OF HEALTH	06/18/26	\$2,895.00 MDH Fees 2nd Quarter 2026
72119	Minnesota Equipment	06/18/26	\$2,500.00 PW-Snowblower for the Bobcat
72120	MN VALLEY TESTING LAB	06/18/26	\$59.96 Monthly Chlorine Report
72121	MN LIFE INSURANCE CO	06/18/26	\$20.50 LIFE INS - July 2026
72122	SUTTONS ADVANCED CLEANING SRV	06/18/26	\$290.00 CH Cleaning Services - June 2026
72123	SVEN	06/18/26	\$870.00 Well #1 CLZ INJECTOR
72124	TIMESAVER OFF SITE	06/18/26	\$261.00 06/02/26 City Council Work Session Meeting Minutes - 1 hr
72125	WASTE MANAGEMENT	06/18/26	\$6,491.04 Residential Recycling Services-June 2026
72126	XCEL ENERGY	06/18/26	\$2,023.09 Street Lights - Act #5156925594
72127	WSB & ASSOCIATES, INC	06/18/26	\$22,716.08 Lead Service Line; Updates, Meeting, IUP App, CCR Report, I
72128	CAPSTONE LLC	06/24/26	\$6,862.50 Fire Service Consulting; June 2026-Attend Board Mtg, Prepare
72129	CITY OF WAYZATA	06/24/26	\$29,209.00 Police Services - July 2026
72130	COLONIAL LIFE	06/24/26	\$101.27 Opl Adl Insurance - July 2026
72131	TWINS G TREE SERVICE	06/24/26	\$50,000.00 Tree Removal Service - 64 Trees along the Trails and 15 Tress
72132	WIDMER CONSTRUCTION LLC	06/24/26	\$2,442.50 Water Fountain Repairs - Hardin Park
72133	XCEL ENERGY	06/24/26	\$4,842.44 Electricity (04/23/26-05/25/26)-CH
72134	CENTERPOINT ENERGY	06/30/26	\$35.42 Gas Charges - (05/19/26-06/19/26) 25 Apple Glen
72135	CITY VIEW PLUMBING & HEATING I	06/30/26	\$298.00 PW Plumbing Repairs; Floor Drain Leak
72136	Erosion Products LLC	06/30/26	\$212.50 Hardin Park - Natural Single Net Straw Blanket
72137	HENNEPIN COUNTY PROPERTY TAX	06/30/26	\$1,257.08 TIF District Costs-TIF 1-6 DIST 1655
72138	MADISON NATIONAL LIFE	06/30/26	\$50.40 STD Insurance - July 2026
72139	MEDIACOM	06/30/26	\$779.98 CH Internet Services - July 2026
72140	Metro West Inspection Svcs Inc	06/30/26	\$559.55 June 2026 Permits
72141	CHARLIE MINER	06/30/26	\$591.30 Expense Reimb-LMC Conference Lodging/Parking
72142	Minnesota Equipment	06/30/26	\$84.02 PW-Zero Turn Mower Repairs; Throttle Handle
72143	ODP Business Solutions, LLC	06/30/26	\$340.60 CH Office Supplies-Business Cards
72144	TIMESAVER OFF SITE	06/30/26	\$219.50 06/16/26 City Council Meeting/Work Session Minutes
Total Checks			\$178,303.37



CITY OF LONG LAKE

*Check Summary Register©

Checks 72104-72180

Name	Check Date	Check Amt
10100 GENERAL FUND CASH		
101 GENERAL FUND		\$102,372.09
205 FIRE DEPARTMENT		\$6,862.50
385 TAX INCREMENT # 1-6		\$1,257.08
393 Debt Svc-2016A-Watertown/19513		\$793.00
394 Debt Svc-2017A GO Bond-CSAH112		\$3,858.75
420 PAVEMENT MGMT IMPROVEMENT FUND		\$1,650.00
430 FLEET CAPITAL FUND		\$2,500.00
601 WATER FUND		\$29,000.94
602 SANITARY SEWER FUND		\$22,426.30
603 SURFACE WATER MGMT FUND		\$684.42
604 RECYCLING FUND		\$6,491.04
700 BUILDING PERMIT ESCROWS		\$407.25
		<u>\$178,303.37</u>



CITY OF LONG LAKE

***Check Detail Register©**

Checks 72104-72180

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
72104	06/18/26	AMERICAN MAILING MACHINES			
E 101-41500-4140		Folder Inserter Machine M	\$500.00	IN127461	Postage/Folder Inserter Maint Agreements 08/12/26-08/11/27
		Total	\$500.00		
72105	06/18/26	BIFFS, INC.			
E 101-45200-3880		Portable Toilet Rental	\$103.00	INV302538	Biff Rental - Holbrook Park 5/13-6/9
E 101-45200-3880		Portable Toilet Rental	\$103.00	INV302539	Biff Rental - Hardin Park 5/13-6/9
E 101-45200-3880		Portable Toilet Rental	\$281.00	INV302540	Biff Rental - Nelson Lakeside Park 5/13-6/9
E 101-45200-3880		Portable Toilet Rental	\$103.00	INV302541	Biff Rental - Dexter Park 5/13-6/9
		Total	\$590.00		
72106	06/18/26	Bond Trust Services Corp			
E 601-49400-6110		Bond Interest	\$83.60	104972	2016A BOND INT PMTS (8.36%)
E 602-49450-6110		Bond Interest	\$254.20	104972	2016A BOND INT PMTS (25.42%)
E 603-43150-6110		Bond Interest	\$106.70	104972	2016A BOND INT PMTS (10.67%)
E 393-48111-6110		Bond Interest	\$555.50	104972	2016A BOND INT PMTS (55.55%)
E 601-49400-6110		Bond Interest	\$8,347.50	104973	2017A BOND INT PMTS (53%)
E 602-49450-6110		Bond Interest	\$3,307.50	104973	2017A BOND INT PMTS (21%)
E 603-43150-6110		Bond Interest	\$236.25	104973	2017A BOND INT PMTS (1.50%)
E 394-48112-6110		Bond Interest	\$3,858.75	104973	2017A BOND INT PMTS (24.50%)
		Total	\$16,750.00		
72107	06/18/26	Bond Trust Services Corp			
E 393-48111-6200		Fiscal Agent Fees	\$237.50	106200	2016A BOND AGENT FEE
		Total	\$237.50		
72108	06/18/26	CORE & MAIN LP			
E 601-49400-4040		Equipment Maintenance/R	\$1,808.85	V000043626	PW Utility Equipment-Utility Metered Magnetic
E 601-49400-4040		Equipment Maintenance/R	\$74.66	V000044614	PW Utility Equipment-Hydrant Oil
E 601-49400-4040		Equipment Maintenance/R	\$375.00	V000045060	PW Utility Equipment-Hydrant Oil
		Total	\$2,258.51		
72109	06/18/26	DELTA DENTAL			
E 101-41500-1310		Employer Paid Health Insu	\$130.15	CNS0002192	Dental Insurance - July 2026
E 101-43050-1310		Employer Paid Health Insu	\$78.09	CNS0002192	Dental Insurance - July 2026
E 601-49400-1310		Employer Paid Health Insu	\$31.24	CNS0002192	Dental Insurance - July 2026
E 602-49450-1310		Employer Paid Health Insu	\$23.43	CNS0002192	Dental Insurance - July 2026
E 603-43150-1310		Employer Paid Health Insu	\$23.43	CNS0002192	Dental Insurance - July 2026
G 101-21706		FlexPlan - Ins Prem	\$26.03	CNS0002192	Dental Insurance - July 2026
		Total	\$312.37		
72110	06/18/26	ECM PUBLISHERS, INC.			
E 602-49450-3510		Legal Notices Publishing	\$288.00	1102022	Newspaper Ad-2026 Sewer Lining Project Bid
		Total	\$288.00		
72111	06/18/26	EGAN			
E 101-43100-4045		Insurance Claim Expense	\$4,635.00	AU847444	Replace Street Light Pole - Orchard Ln, Claim #AU847444
		Total	\$4,635.00		



CITY OF LONG LAKE

***Check Detail Register©**

Checks 72104-72180

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
72112	06/18/26	FLOCK SAFETY			
E 101-42110-4040		Equipment Maintenance/R	\$3,500.00	INV-96877	Annual License Plate Reader @ Wayzata Blvd/Old Long Lake Rd
		Total	\$3,500.00		
72113	06/18/26	HAWKINS INC			
E 601-49400-2160		Chemicals and Chem Pro	\$60.00	7458878	Water Chemicals - Chlorine Cylinder
		Total	\$60.00		
72114	06/18/26	HENNEPIN CTY INFO. TECH. DEPT			
E 101-41942-3235		Radios (Cty 800mhz)	\$89.94	1000269162	PW Radio Fees-May 2026
		Total	\$89.94		
72115	06/18/26	KLEIN UNDERGROUND, LLC			
E 420-43121-4085		Pvmt Mgmt - Reconstructi	\$1,650.00	63114	2025 PMP Repairs-Asphalt at 260 Lindawood
		Total	\$1,650.00		
72116	06/18/26	MEDICA			
E 101-41500-1310		Employer Paid Health Insu	\$1,946.20	88510452706	MEDICAL INS - July 2026
E 101-43050-1310		Employer Paid Health Insu	\$1,042.12	88510452706	MEDICAL INS - July 2026
E 601-49400-1310		Employer Paid Health Insu	\$416.85	88510452706	MEDICAL INS - July 2026
E 602-49450-1310		Employer Paid Health Insu	\$312.64	88510452706	MEDICAL INS - July 2026
E 603-43150-1310		Employer Paid Health Insu	\$312.64	88510452706	MEDICAL INS - July 2026
G 101-21706		FlexPlan - Ins Prem	\$402.87	88510452706	MEDICAL INS - July 2026
		Total	\$4,433.32		
72117	06/18/26	MILOW ELECTRIC, INC			
E 101-45200-4015		Grounds Maintenance	\$6,986.00	43002	Light Repairs at Holbrook Park Ballfield and Hockey Rink
		Total	\$6,986.00		
72118	06/18/26	MN DEPARTMENT OF HEALTH			
E 601-49400-4400		MDH Water Act Fees Re	\$2,895.00	063026	MDH Fees 2nd Quarter 2026
		Total	\$2,895.00		
72119	06/18/26	Minnesota Equipment			
E 430-48110-5000		Capital Outlay	\$2,500.00	E26249	PW-Snowblower for the Bobcat
		Total	\$2,500.00		
72120	06/18/26	MN VALLEY TESTING LAB			
E 601-49400-3825		Water Testing/Reporting E	\$59.96	1361398	Monthly Chlorine Report
		Total	\$59.96		
72121	06/18/26	MN LIFE INSURANCE CO			
E 101-41500-1310		Employer Paid Health Insu	\$8.10	061826	LIFE INS - July 2026
E 101-43050-1310		Employer Paid Health Insu	\$5.40	061826	LIFE INS - July 2026
E 601-49400-1310		Employer Paid Health Insu	\$2.16	061826	LIFE INS - July 2026
E 602-49450-1310		Employer Paid Health Insu	\$1.62	061826	LIFE INS - July 2026
E 603-43150-1310		Employer Paid Health Insu	\$1.62	061826	LIFE INS - July 2026
G 101-21710		Other Deductions	\$1.60	061826	LIFE INS - July 2026
		Total	\$20.50		



CITY OF LONG LAKE

***Check Detail Register©**

Checks 72104-72180

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
72122	06/18/26	SUTTONS ADVANCED CLEANING SRV			
E 101-41940-3840		Custodial & Waste Remov	\$290.00	8194	CH Cleaning Services - June 2026
		Total	\$290.00		
72123	06/18/26	SVEN			
E 601-49400-4040		Equipment Maintenance/R	\$870.00	12686	Well #1 CLZ INJECTOR
		Total	\$870.00		
72124	06/18/26	TIMESAVER OFF SITE			
E 101-41500-3000		Professional Services	\$261.00	32503	06/02/26 City Council Work Session Meeting Minutes - 1 hr
		Total	\$261.00		
72125	06/18/26	WASTE MANAGEMENT			
E 604-43200-3890		Res Curb Recycling	\$3,886.51	8269868-159	Residential Recycling Services-June 2026
E 604-43200-3895		Res Organic Recycling	\$2,604.53	8269868-159	Organics Recycling Services-June 2026
		Total	\$6,491.04		
72126	06/18/26	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$2,023.09	980482882	Street Lights - Act #5156925594
		Total	\$2,023.09		
72127	06/18/26	WSB & ASSOCIATES, INC			
E 601-49400-3030		Engineering Fees	\$1,183.75	R-031349-00	Lead Service Line; Updates, Meeting, IUP App, CCR Report, Inventory Updates
E 101-43100-3030		Engineering Fees	\$561.25	R-031349-00	2027 PMP; Council Mtg, Review OPC and address questions
E 601-49400-3030		Engineering Fees	\$259.50	R-031349-00	Water Tower Inspection Quote
E 101-43100-3030		Engineering Fees	\$259.50	R-031349-00	2025 PMP; Lindawood Lane drainage corrections
E 101-41910-3030		Engineering Fees	\$905.75	R-031349-00	General Engineering; Contract Review, MCWD Mtg, Monthly Check-in, Etc
E 101-41910-3032		General Planning	\$1,448.00	R-031579-00	General Planning; Bucks Pub, Auto Sales, Walser Auto, Elite Auto, Code Enforcement, Council/Planning Mtgs
G 700-29285		2195 Daniels (DWC) 2026	\$362.00	R-031579-00	Dog Wellness Center; Planning Comm Mtg, Council Mtg, and Staff Report
G 700-29287		1040 Old LongLake(Lot4)	\$45.25	R-031579-00	1040 Old Long Lake; Building Permit Review
E 602-49450-3030		Engineering Fees	\$17,691.08	R-035575-00	Sanitary Sewer Lining; Proj Mgmt, Design, Specs, OPC Review, QAQC, Bidding Setup, Wetland Delineation
		Total	\$22,716.08		
72128	06/24/26	CAPSTONE LLC			
E 205-42280-3000		Professional Services	\$6,862.50	1259	Fire Service Consulting; June 2026-Attend Board Mtg, Prepare Final Draft Report, Assist Chiefs with a FEMA grant
		Total	\$6,862.50		
72129	06/24/26	CITY OF WAYZATA			
E 101-42110-3130		Subcontracted Police Svc	\$29,209.00	062326	Police Services - July 2026
		Total	\$29,209.00		
72130	06/24/26	COLONIAL LIFE			
G 101-21710		Other Deductions	\$101.27	43698310701	Opl Adl Insurance - July 2026



CITY OF LONG LAKE

***Check Detail Register©**

Checks 72104-72180

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			Total	\$101.27	
72131	06/24/26	TWINS G TREE SERVICE			
E 601-49400-2255		Tree Removal	\$10,000.00	522	Tree Removal Service - 64 Trees along the Trails and 15 Tress in Parks and City Prop
E 101-43100-2255		Tree Removal	\$17,100.00	522	Tree Removal Service - 64 Trees along the Trails and 15 Tress in Parks and City Prop
E 101-45200-2255		Tree Removal	\$22,900.00	522	Tree Removal Service - 64 Trees along the Trails and 15 Tress in Parks and City Prop
			Total	\$50,000.00	
72132	06/24/26	WIDMER CONSTRUCTION LLC			
E 101-45200-4040		Equipment Maintenance/R	\$2,442.50	5526	Water Fountain Repairs - Hardin Park
			Total	\$2,442.50	
72133	06/24/26	XCEL ENERGY			
E 101-41940-3810		Electricity Expense	\$187.54	980496286	Electricity (04/23/26-05/25/26)-CH
E 101-41942-3810		Electricity Expense	\$978.93	980496286	Electricity (04/23/26-05/25/26)-PW
E 101-43100-3815		Street Lighting Maint/Elect	\$264.05	980496286	Electricity (04/23/26-05/25/26)-Street Lights
E 101-45200-3810		Electricity Expense	\$375.46	980496286	Electricity (04/23/26-05/25/26)-Parks
E 601-49400-3810		Electricity Expense	\$2,527.83	980496286	Electricity (04/23/26-05/25/26)-Wtr
E 602-49450-3810		Electricity Expense	\$508.63	980496286	Electricity (04/23/26-05/25/26)-Swr
			Total	\$4,842.44	
72134	06/30/26	CENTERPOINT ENERGY			
E 602-49450-3830		Natural Gas Expense	\$35.42	106679608-6	Gas Charges - (05/19/26-06/19/26) 25 Apple Glen
			Total	\$35.42	
72135	06/30/26	CITY VIEW PLUMBING & HEATING INC			
E 101-41942-4010		Building Maintenance & R	\$298.00	169343251	PW Plumbing Repairs; Floor Drain Leak
			Total	\$298.00	
72136	06/30/26	Erosion Products LLC			
E 101-45200-4015		Grounds Maintenance	\$212.50	INV-2026062	Hardin Park - Natural Single Net Straw Blanket
			Total	\$212.50	
72137	06/30/26	HENNEPIN COUNTY PROPERTY TAX			
E 385-47060-3060		County TIF Admin Fees	\$1,257.08	2026-72-01	TIF District Costs-TIF 1-6 DIST 1655
			Total	\$1,257.08	
72138	06/30/26	MADISON NATIONAL LIFE			
E 101-41500-1310		Employer Paid Health Insu	\$25.20	1780360	STD Insurance - July 2026
E 101-43050-1310		Employer Paid Health Insu	\$12.60	1780360	STD Insurance - July 2026
E 601-49400-1310		Employer Paid Health Insu	\$5.04	1780360	STD Insurance - July 2026
E 602-49450-1310		Employer Paid Health Insu	\$3.78	1780360	STD Insurance - July 2026
E 603-43150-1310		Employer Paid Health Insu	\$3.78	1780360	STD Insurance - July 2026
			Total	\$50.40	
72139	06/30/26	MEDIACOM			
E 101-41940-3275		Internet	\$514.99	90091308-06	CH Internet Services - July 2026
E 101-41942-3275		Internet	\$264.99	90091316-06	PW Internet Services - July 2026
			Total	\$779.98	



CITY OF LONG LAKE

***Check Detail Register©**

Checks 72104-72180

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
72140	06/30/26	Metro West Inspection Svcs Inc			
E 101-42400-3035		Bldg Inspection - Subcontr	\$559.55	5076	June 2026 Permits
		Total	\$559.55		
72141	06/30/26	CHARLIE MINER			
E 101-41110-3350		Conference/Meetings	\$591.30	062426	Expense Reimb-LMC Conference Lodging/Parking
		Total	\$591.30		
72142	06/30/26	Minnesota Equipment			
E 101-45200-4040		Equipment Maintenance/R	\$84.02	P80733	PW-Zero Turn Mower Repairs; Throttle Handle
		Total	\$84.02		
72143	06/30/26	ODP Business Solutions, LLC			
E 101-41500-2010		Office Supplies	\$54.29	47204057900	CH Office Supplies-Address Labels, Manela Folders
E 101-41940-3840		Custodial & Waste Remov	\$9.29	47204057900	CH Custodial Supplies-Tissues
E 101-41500-4145		Bottled Water Service	\$19.16	47204057900	CH Supplies-Cups for Water Cooler
E 101-41500-4450		Food & Beverage (Mtgs/Tr	\$6.76	47204057900	CH Supplies-Cups for Kitchen
E 101-41500-2010		Office Supplies	\$59.13	47204430000	CH Office Supplies-Sheet Protector
E 101-41940-3840		Custodial & Waste Remov	\$4.79	47204430000	CH Custodial Supplies-Cleaning Foam
E 101-41500-4450		Food & Beverage (Mtgs/Tr	\$27.87	47204430300	CH Supplies-Forks for Kitchen
E 101-41410-2100		Operating Supplies	\$119.89	47204430400	Election Supplies-Round Labels
E 101-41500-2010		Office Supplies	\$39.42	47204430500	CH Office Supplies-Business Cards
		Total	\$340.60		
72144	06/30/26	TIMESAVER OFF SITE			
E 101-41500-3000		Professional Services	\$219.50	32596	06/16/26 City Council Meeting/Work Session Minutes
		Total	\$219.50		
		10100	\$178,303.37		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$102,372.09
205 FIRE DEPARTMENT	\$6,862.50
385 TAX INCREMENT # 1-6	\$1,257.08
393 Debt Svc-2016A-Watertown/19513	\$793.00
394 Debt Svc-2017A GO Bond-CSAH112	\$3,858.75
420 PAVEMENT MGMT IMPROVEMENT FUND	\$1,650.00
430 FLEET CAPITAL FUND	\$2,500.00
601 WATER FUND	\$29,000.94
602 SANITARY SEWER FUND	\$22,426.30
603 SURFACE WATER MGMT FUND	\$684.42
604 RECYCLING FUND	\$6,491.04
700 BUILDING PERMIT ESCROWS	\$407.25
	\$178,303.37



CITY OF LONG LAKE

*Check Summary Register©

Checks 3444,3450

Name	Check Date	Check Amt	
10100 GENERAL FUND CASH			
3444e POSTALIA	06/09/26	\$500.00	Postage-June 2026
3450e SPEEDWAY LLC	06/24/26	\$1,195.42	PW Fuel - June 2026
	Total Checks	\$1,695.42	
10100 GENERAL FUND CASH			
101 GENERAL FUND		\$1,295.42	
601 WATER FUND		\$200.00	
602 SANITARY SEWER FUND		\$200.00	
		\$1,695.42	



CITY OF LONG LAKE

***Check Detail Register©**

Checks 3444,3450

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3444 e	06/09/26	POSTALIA			
E 101-41500-3220		Postage	\$100.00	062026	Postage-June 2026
E 601-49400-3220		Postage	\$200.00	062026	Postage-June 2026
E 602-49450-3220		Postage	\$200.00	062026	Postage-June 2026
		Total	\$500.00		
3450 e	06/24/26	SPEEDWAY LLC			
E 101-43000-2120		Motor Fuels	\$1,195.42	063026	PW Fuel - June 2026
		Total	\$1,195.42		
		10100	\$1,695.42		

Fund Summary

10100 GENERAL FUND CASH	
101 GENERAL FUND	\$1,295.42
601 WATER FUND	\$200.00
602 SANITARY SEWER FUND	\$200.00
	<u>\$1,695.42</u>



LONG LAKE, MN

Payroll Summary

Pay Group: 07 Planning Commission

Check Date: 6/25/2026 per. 2

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Retire	Tax Sheltered	Non-Tax Sheltered	Tips	Reimb.	Net
000000289 AXELSON, JUDD	125.00	125.00	125.00				7.75	1.81			0.55			114.89
000000279 GOODSSELL, LORI	100.00	100.00	100.00				6.20	1.45			0.44			91.91
000000307 MICHELS, TRAVIS	100.00	100.00	100.00				6.20	1.45			0.44			91.91
000000103 SECORD, ANITA L.	100.00	100.00	100.00				6.20	1.45			0.44			91.91
000000268 SEE, VIRGINIA	100.00	100.00	100.00				6.20	1.45			0.44			91.91

941 Deposit

Federal Tax	None
Medicare	\$15.22
Social Security	\$65.10
Advanced EIC	None
Total Deposit	\$80.32

Pay Summary

Gross	525.00
Federal Gross	525.00
State Gross	525.00
FICA Gross	525.00

Tax Summary

Federal Tax		
State Tax		
Local Tax		
FICA Ded/Ben	32.55	32.55
Medicare Ded/Ben	7.61	7.61

Others

Retirement	
Tax-Sheltered	
Voluntary	2.31
Tips	0.00
Reimbursement	0.00
Net	482.53



LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly
Check Date: 6/25/2026 per. 13

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Retire	Tax Sheltered	Non-Tax Sheltered	Tips	Reimb.	Net
000000309 BJORKLUND, JULIE	1,901.60	1,778.00	1,778.00	129.51	90.03		117.90	27.57	123.60		8.37			1,404.62
000000287 DECKER JR, MICHAEL	2,084.17	1,950.00	1,950.00	175.15	101.73		129.22	30.22	134.17		9.62			1,504.06
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
000000306 KIEPER, JASON	3,428.15	3,234.60	3,234.60	280.00	154.35		212.54	49.71	193.55		15.08			2,522.92
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	523.91	15.72	51.13			2,600.00
000000308 WIKMAN, JEFFREY	2,583.62	2,416.98	2,416.98	264.89	133.49		160.18	37.46	166.64		11.37			1,809.59

941 Deposit

Federal Tax	\$2,435.63
Medicare	\$636.06
Social Security	\$2,719.72
Advanced EIC	None
Total Deposit	\$5,791.41

Pay Summary

Gross	22,147.11
Federal Gross	20,348.92
State Gross	20,348.92
FICA Gross	21,933.44

Tax Summary

Federal Tax	2,435.63	
State Tax	1,106.12	
Local Tax		
FICA Ded/Ben	1,359.86	1,359.86
Medicare Ded/Ben	318.03	318.03

Others

Retirement	1,634.52
Tax-Sheltered	213.67
Voluntary	128.92
Tips	0.00
Reimbursement	0.00
Net	14,950.36



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake
450 Virginia Avenue
Long Lake, MN 55356

MEETING DATE / July 7, 2026

SUBJECT: Accept the Resignation of a Public Works Maintenance Worker

Prepared By: Jeanette Moeller, City Clerk

Report Date: 6/29/2026

Recommended City Council Action

Staff recommends the following:

Motion to accept the resignation of Jeff Wikman from the position of Public Works Maintenance Worker I for the City of Long Lake.

Overview / Background

On Monday, June 22, Public Works Maintenance Worker I Jeff Wikman submitted an email to City Administrator Nowezki and Public Works Director Diercks informing staff of his intent to resign from his position effective Monday, July 6. Staff met with Mr. Wikman to acknowledge his notice, and it was agreed his last day of employment with the City would be Tuesday, June 30, 2026.

Mr. Wikman began his probationary employment with the City on April 8, 2026, and he had not yet met the requirements for appointment to regular employee status.

Mr. Wikman’s letter of resignation is attached for formal acceptance by the City Council.

Supporting Information

- Resignation letter dated June 22, 2026 from Jeff Wikman



Jeanette Moeller <jmoeller@longlakemn.gov>

resignation notice

J W <jeffwikman@gmail.com>

Mon, Jun 22, 2026 at 7:22 PM

To: sdiercks@longlakemn.gov

Cc: "anowezki@longlakemn.gov" <anowezki@longlakemn.gov>, Jeanette Moeller <jmoeller@longlakemn.gov>

Dear Sean,

I am writing to formally resign from my position at Long Lake Public Works. Please accept this email as my two-week notice, with my final day being 07/06/26.

I appreciate the time and effort invested in my development during my time here, as well as everything I have learned. However, I have realized that the role is not the best fit for me at this stage of my career.

I want to ensure a smooth transition during my final two weeks. Please let me know how I can best assist with handing over my current responsibilities.

Thank you again for the opportunity.

Best regards,

J W



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake
450 Virginia Avenue
Long Lake, MN 55356

MEETING DATE / July 7, 2026

SUBJECT: Special Event Permit Request for the 2026 Corn Days Parade

Prepared By: Jeanette Moeller, City Clerk

Report Date: 6/29/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-30 approving issuance of Special Event Permit #S2026-09 for the Corn Days Parade to be held August 8, 2026.

Overview / Background

The Long Lake Area Chamber of Commerce is requesting a Special Event Permit to hold their annual Corn Days Parade on Saturday, August 8, 2026 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 Corn Days Parade 2026 with conditions as specified in the attached permit.

Supporting Information

- Resolution No. 2026-30
- Special Event Permit for the 2026 Corn Days Parade
- Map of the parade route, parade entry form



**City Council
Resolution No. 2026-30**

**A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2026-09 FOR THE
CORN DAYS PARADE TO BE HELD AUGUST 8, 2026**

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 8, 2026; 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, the Shoreline Fire Department, 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 #S2026-09 for the Corn Days Parade 2026 to be held August 8, 2026 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 7th day of July 2026.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



Special Event Permit

CITY OF LONG LAKE
450 Virginia Avenue
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

Amount Due: \$ Section 6E.
Date Paid: Council Park in Parade
 Check # _____
 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 2026

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 for Chamber Members / \$75 for General Entries / \$100 for 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	8/8/2026	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 _____
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.

Name of Insurance Carrier Owners Insurance Company Policy Number 08493283

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

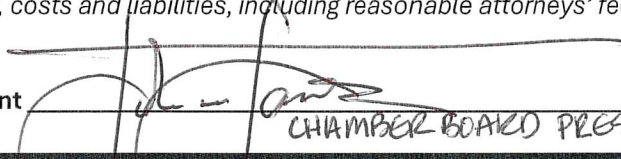
Organization Name Long Lake Area Chamber of Commerce

Mailing Address PO Box 662

City / State / Zip Long Lake, MN 55356

Phone 612-237-3843 Email Address martyexplore@msn.com

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 6/26/2026
CHAMBER BOARD 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 6/29/2024

Fire Department Staff Initials MA Date _____

Police Department Staff Initials JB Date _____

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

City Council Approval Date _____ Date of Issuance _____ PERMIT #S 2026-09

Conditions of Permit Approval

Permit Conditions Detailed in Attached Letter Dated 6/29/2024
[] Permit Conditions Listed Below:



CITY OF
LONG LAKE

June 29, 2026

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

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2026-09
Corn Days Parade 2026 / Saturday, August 8, 2026

Dear Event Organizer:

Your application for a Special Event Permit for the 2026 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 Shoreline Fire Department and Wayzata Police Department, acting on behalf of the City of Long Lake, may impose additional conditions to this Permit by written correspondence of the Fire or Police Chief as needed.

[] The 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.

- [] 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 Department (LLPW) will make barricades available the day before the event or earlier. The 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 5.*

Please be advised that by acceptance of Special Event Permit #S2026-09, 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,

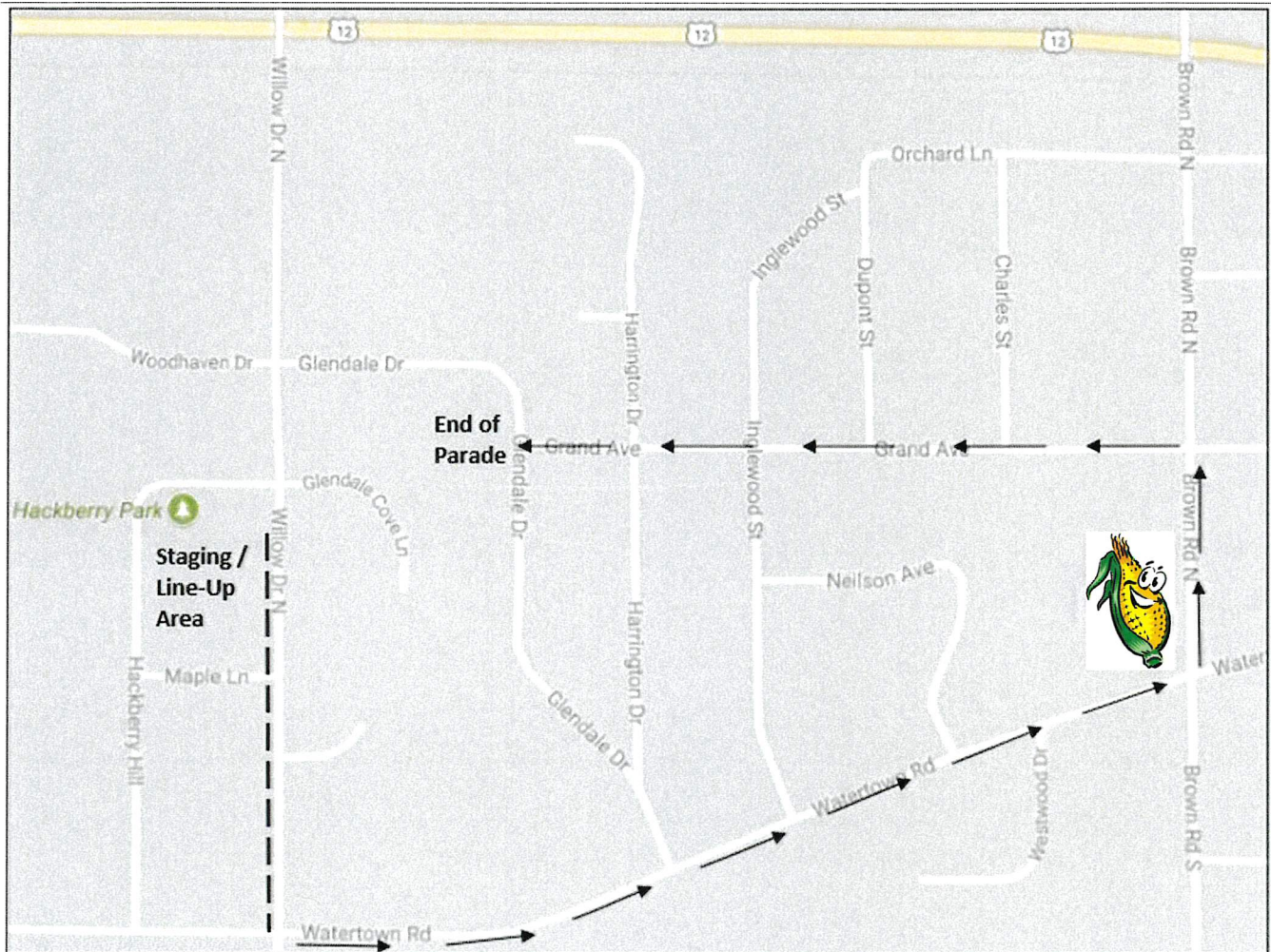


Jeanette Moeller
City Clerk



CORN DAYS PARADE MAP

Parade line-up and staging begins at 10:00 am along Willow Drive near the intersection with Watertown Road. The Parade starts promptly at 11:00 am.





Annual Corn Days Parade

Saturday, August 8, 2026

Parade Begins at 11:00 AM -- Parade Lineup at 10:00 AM

Sponsored by the Long Lake Area Chamber of Commerce

Section 6E.

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 4, 2026

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 / July 7, 2026

SUBJECT: Special Event Permit Request for Buckhorn Days 2026

Prepared By: Jeanette Moeller, City Clerk

Report Date: 7/1/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-32 approving issuance of Special Event Permit #S2026-10 for the Buckhorn Days 2026 one-day festival to be held July 25, 2026; 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 2026; and to approve issuance of a Noise Variance Permit authorizing use of sound amplification equipment.

Overview / Background

The Long Lake Area Chamber of Commerce has made an application for a Special Event Permit to host Buckhorn Days 2026 on Saturday, July 25 in Nelson Lakeside Park. This year's event schedule includes a car show on park property (weather conditions permitting); food, beverage and other vendors (sale of alcoholic beverages will close at 9:30 pm); a Kids Zone including inflatables, games, etc.; doggie races; a bean bag toss tournament; a wrestling fun show; and live musical entertainment provided by a variety of bands.

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

Staff recommends approval of a Special Event Permit for Buckhorn Days 2026 with conditions as specified in the attached permit; and of all other applicable permitting required for the event.

Supporting Information

- Resolution No. 2026-32
- Special Event Permit for Buckhorn Days 2026
- Schedule of events and site map for Buckhorn Days 2026
- Flyer for the Orono Lions Club-sponsored Buckhorn Days Lakeside Car Show
- Flyer for the Midwest All-Star Wrestling 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



**City Council
Resolution No. 2026-32**

**A RESOLUTION APPROVING THE ISSUANCE OF SPECIAL EVENT PERMIT #S2026-10 FOR
BUCKHORN DAYS 2026 TO BE HELD SATURDAY, JULY 25, 2026**

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 2026 summer festival in Nelson Lakeside Park on Saturday, July 25, 2026; and

WHEREAS, the event will offer a variety of activities including a car show in the park (weather permitting); food and other vendors; doggie races; a “Kids Zone” with games and inflatables; adult beverages tent provided by Orono Lions Club; a bean bag toss tournament; a wrestling fun show; 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 #S2026-10 for the Buckhorn Days 2026 festival to be held July 25, 2026 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 7th day of July 2026.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



Special Event Permit

CITY OF LONG LAKE
450 Virginia Avenue
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

Amount Due: \$ Section 6F.
Date Paid: 6/20/26
 Check # 6797
 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 Buckhorn Days 2026

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 No fee for entry; fees may be charged for participation in certain event activities

Event Dates/Times Proposed

** List all Event Dates/Times Below **			
Day of Week	Date	Start Time	End Time
Saturday	July 25, 2026	8:00 am (Setup)	10:00 pm
		12:00 noon (Start Time)	Cleanup will follow

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 + / - 40

Other Vehicles, Explain Food trucks

Games, Amusement Devices or Carnival Equipment, Describe Jumpy house / inflatables, Orono Lions Club car show, bean bag toss, Midwest All-Star Wrestling, live music all day

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 PD

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

Long Lake Public Works and 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

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 Owners Insurance Company Policy Number 08493283

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 _____

City / State / Zip _____

Organization Information

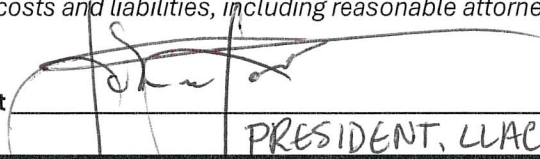
Organization Name Long Lake Area Chamber of Commerce

Mailing Address PO Box 662

City / State / Zip Long Lake, MN 55356

Phone 612-237-3843 Email Address martyexplore@msn.com

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 6/26/2026
PRESIDENT, LLAC BOARD

**** 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 7/1/2026

Fire Department Staff Initials MH Date "

Police Department Staff Initials JB Date "

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

City Council Approval Date _____ Date of Issuance _____ PERMIT #S 2026-10

Conditions of Permit Approval

Permit Conditions Detailed in Attached Letter Dated 6/30/2026

[] Permit Conditions Listed Below:



CITY OF
LONG LAKE

June 30, 2026

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

RE: SPECIAL EVENT PERMIT CONDITIONS, PERMIT #S2026-10
Buckhorn Days 2026 / Saturday, July 25, 2026 (12:00 noon – 10:00 pm)

Dear Event Organizer:

Your application for a Special Event Permit for Buckhorn Days 2026 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 Shoreline 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 22.*
- [] 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's 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. 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 400 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 2026. It is a requirement of this permit that all liquor service and distribution be discontinued at or before 9:30 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 2026 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 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.
- [] 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 320-582-7061 to arrange for any electrical power needs for the event.
- [] The event organizer is required to provide a final format Buckhorn Days 2026 event flyer / schedule to the City Clerk at least 10 days prior to the event date for City distribution and notification purposes.

- [] A Certificate of General Liability Insurance from the Long Lake Area Chamber of Commerce must be submitted to the City Clerk *by no later than Wednesday, July 22.*

- [] A thorough cleanup of Nelson Lakeside Park must occur within 24 hours following the event's usage of the park on Saturday, July 25.

Please be advised that by acceptance of Special Event Permit #S2026-10, 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

LONG LAKE AREA CHAMBER OF COMMERCE-ORONO LIONS
BUCKHORN DAYS Saturday July 25,2026 Schedule

12noon- 10pm Live Music Stage/Tent (4 acts)-(MidCountry Bank & Long Lake Area Chamber)

12 noon -8pm General participant booths (Long Lake Chamber)

12 noon-9:30pm Food Trucks and Refreshments (Orono Lions)

12 noon- 5pm Jumpy house inflatables, Games & Kid Zone
(Long Lake Area Chamber)

12 noon-3pm Car Show (Orono Lions)

4-5pm Bean bag toss tournament (Orono Lions)

3:30pm-4pm Doggie Races (Orono Lions)

5pm -7pm Midwest Allstar Wrestling (Long Lake Area Chamber)

12 noon – on: City of Long Lake,Wayzata PD booth & Fire Dept

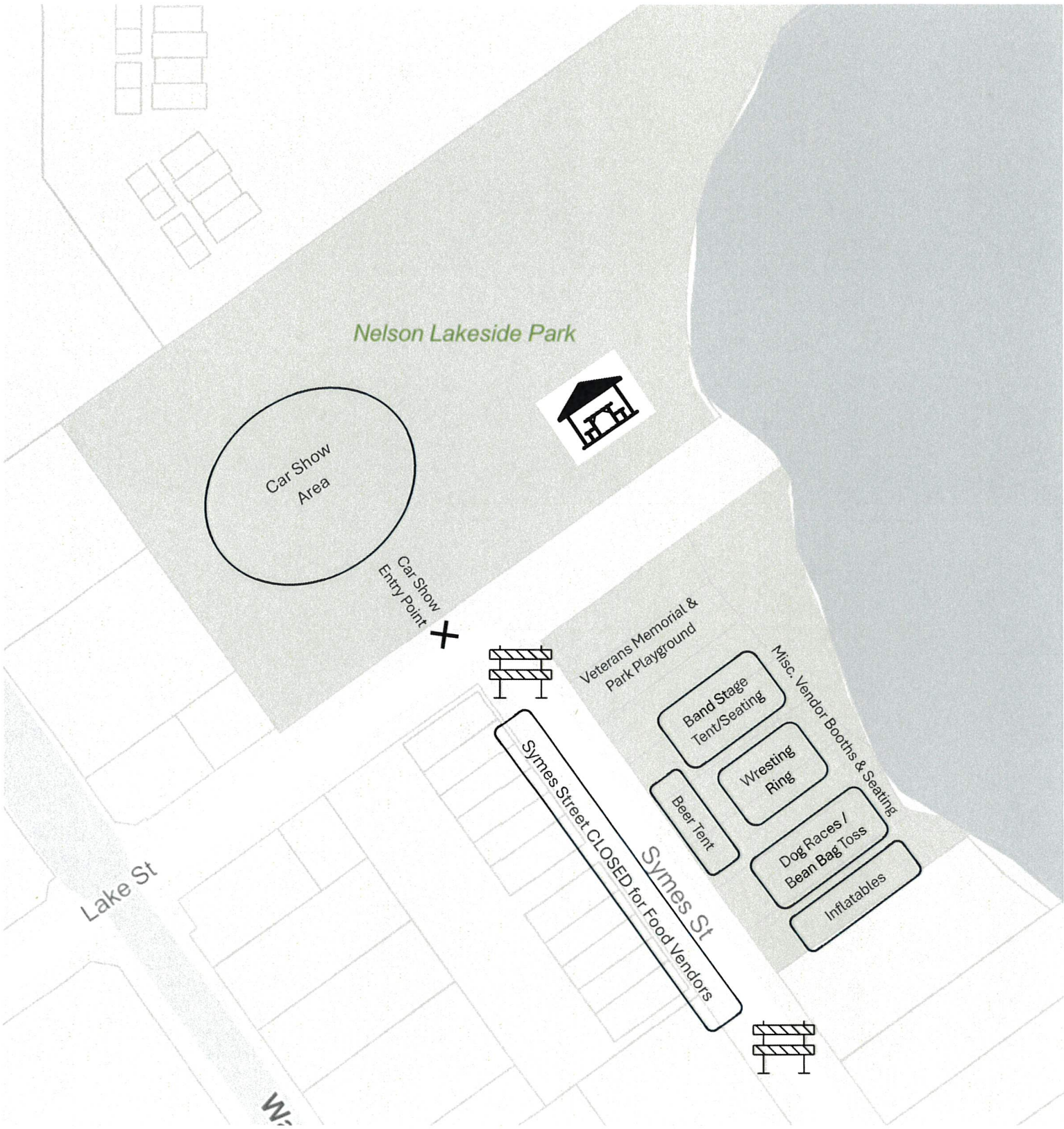
(times subject to slight adjustment and change as needed.)

MUSIC LINE-UP-BUCKHORN DAYS (SAT. JULY 25, 2025)

12 NOON – 10pm:

--BRADY PERL, STAMPEDE, PICKLED BEATS & (to be announced)

Buckhorn Days – Site Map



2nd Annual
**ORONO LION'S CLUB
CAR SHOW**

in conjunction with
Buckhorn Days

JULY 25TH, 2026



Gates Open at 11 AM

SHOW
12 PM – 3 PM

**NELSON LAKESIDE PARK
LONG LAKE, MN**



★ ★ ★ ★ ★ LIVE PRO WRESTLING ★ ★ ★ ★ ★



MIDWEST ALL-STAR WRESTLING
MAW

FREE SHOW!

INVADES BUCKHORN DAYS 2

LIVE MUSIC, FOOD, REFRESHMENTS & ACTIVITIES FOR ALL AGES



SATURDAY, JULY 25TH

5PM BELLTIME



NELSON LAKESIDE PARK - 1860 SYMES STREET, LONG LAKE MN

@MW_ALLSTAR

CARD SUBJECT TO CHANGE

@MW_ALLSTAR



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 6F.

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

Name of organization: Orono Lions Club Date of organization: Jan 1, 1962 Tax exempt number: 41-6038969

Organization Address (No PO Boxes): _____ City: _____ State: Minnesota Zip Code: _____

Name of person making application: Warren Garrett Business phone: 612-865-7262 Home phone: _____

Date(s) of event: 7/25/2026 Type of organization: Club Charitable Religious Small Brewer Other non-profit

Organization officer's name: Warren Garrett, President City: Long Lake State: Minnesota Zip Code: 55356

Organization officer's name: Harrison Smith, Vice President City: Minneapolis State: Minnesota Zip Code: 55416

Organization officer's name: Lyle Brandt, Treasurer City: Orono State: Minnesota Zip Code: 55356

Location where permit will be used. If an outdoor area, describe.
 During the Buckhorn Days summer festival held on Saturday, 7/25/2026 in Nelson Lakeside Park, which is located at 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
 City or County approving the license

\$25.00
 Fee Amount

Event in conjunction with a community festival Yes No
1,845
 Current population of city

Jeanette Moeller, City Clerk
 Please Print Name of City Clerk or County Official

 Date Approved
7/25/2024
 Permit Date

jmoeller@longlakemn.gov
 City or County E-mail Address

J Moeller
 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

Section 6F.

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.

** List All Dates and Requested Hours for Proposed Noise Activity Below **			
<i>Day of Week</i>	<i>Date</i>	<i>Start Time</i>	<i>End Time</i>
Saturday	7/25/2026	11:00 am	10:00 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 6/26/2026
PRESIDENT, LLAC BOARD

*** 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 _____



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake
450 Virginia Avenue
Long Lake, MN 55356

MEETING DATE / July 7, 2026

SUBJECT: Appointing Election Judges and Establishing an Absentee Ballot Board for Elections in 2026

Prepared By: Jeanette Moeller, City Clerk

Report Date: 6/30/2026

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2026-31 appointing election judges for the 2026 State Primary and General Elections and establishing an Absentee Ballot Board.

Overview / Background

Minnesota Statute 204B.21 requires each municipality to adopt a resolution appointing Election Judges to serve at all elections in the City. Appointments must be made at least 25 days prior to the election during which the judges will serve.

Under the supervision of the City Clerk, Election Judges administer election procedures in the polling place. Their duties include opening and closing the polls; setting up and taking down voting equipment; registering and signing in voters; distributing ballots and assisting voters in the polling place; completing a variety of forms and reporting throughout election day; and recording and certifying vote totals.

The City of Long Lake is fortunate to have a number of qualified applicants who meet statutory eligibility requirements to serve as Election Judges, all of whom have worked together at some point to oversee the City's elections in past years. If approved, the Head Election Judge would be paid an hourly wage of \$12.00, and Election Judges would be paid \$11.50 (\$0.09 above minimum wage) an hour for their services. Staff recommends that the City Council appoint the Election Judges listed on the attached resolution.

Additionally, an Absentee Ballot Board is required to be established. An Absentee Ballot Board is an appointed board of Election Judges or election officials that processes returned absentee ballots. Though the majority of returned ballots for Hennepin County cities are processed by the Hennepin County Absentee Ballot Board on the City's behalf, a limited number of absentee ballots may be returned directly to City Hall. To meet the statutory requirements, staff recommends that both the City's election officials (the City Clerk, City Administrator) and Election Judges be appointed to the Absentee Ballot Board. The resolution also recognizes the role of Hennepin County's Absentee Ballot Board in processing returned absentee ballots for Long Lake by approving the Board, under the direction of the Hennepin County Elections Manager, to serve as the Long Lake Absentee Ballot Board as well.

Supporting Information

- Resolution No. 2026-31



**City Council
Resolution No. 2026-31**

**A RESOLUTION APPOINTING THE 2026 STATE PRIMARY AND GENERAL ELECTION JUDGES AND
ESTABLISHING AN ABSENTEE BALLOT BOARD**

WHEREAS, Minnesota Statute 204B.21, subd. 2, requires Election Judges for precincts in a municipality to be appointed by the governing body of the municipality at least 25 days before the election; and

WHEREAS, the City Clerk has submitted for approval a list of Election Judges to officiate at the Minnesota State Primary Election on August 11, 2026; and the General Election on November 3, 2026; and

WHEREAS, the City Clerk has the authority to appoint additional Election Judges, if and where needed, to conduct any and all of the above-referenced elections; and

WHEREAS, Minnesota Statute 203B.121 requires establishment of an Absentee Ballot Board to facilitate the absentee process for an upcoming election; and

WHEREAS, City Hall serves as an absentee ballot center or drop-off location for the residents of Long Lake; and

WHEREAS, the City Clerk has the authority to appoint additional staff or Election Judges if required to assure sufficient staffing for the Absentee Ballot Board; and

WHEREAS, the individuals listed below meet the qualifications established by the State of Minnesota to serve as an Election Judge.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of Long Lake, in accordance with State law, hereby appoints the following persons to serve as Election Judges and Absentee Ballot Board judges for the 2026 Minnesota State Primary and General Elections:

- Julie Bjorklund
- Donny Chillstrom
- Patrick Dupont
- Kelly Fegley
- Nicole Fierce
- Justin Koski
- Amanda Nowezki
- Anita Paster
- Sally Skjaret (Head Judge)
- Tim Szeliga

FURTHER, BE IT RESOLVED, that the City Council authorizes payment to Election Judges at an hourly wage of \$11.50 per hour; and to the Head Judge at an hourly wage of \$12.00 per hour during Election Judge training and time served on election days.

BE IT FINALLY RESOLVED, that the City Council also appoints City Election Officials (the City Clerk and City Administrator) to the Absentee Ballot Board, and approves all members appointed to the Hennepin County Absentee Ballot Board as authorized under Minnesota Statute 204B.21, subd. 2 under the direction of the Hennepin County Elections Manager to serve as members of the Long Lake Absentee Ballot Board.

Adopted by the City Council of the City of Long Lake this 7th day of July 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
Long Lake, MN 55356

MEETING DATE / July 7, 2026

SUBJECT: Reject Bids for the 2026 Sanitary Lining Project Contract

Prepared By: Rachel Scheu, PE, City Engineer

Report Date: 6/30/2026

Recommended City Council Action

Staff recommends the following:

Motion to reject the bids and do not award the contract for the 2026 Sanitary Lining Project.

We recommend rebidding the project at a later date with a revised schedule.

Overview / Background

Electronic bids were received online for the above-referenced project on Tuesday, June 23, 2026, and were viewed and read aloud. One bid was received. The enclosed Bid Tabulation indicates the only bidder as Insituform Technologies USA, LLC St. Paul, Minnesota for the base bid totaling \$1,312,831.13.

Staff followed up with prime contractors that were plan holders to determine why they did not bid on the project. The consensus was that they were interested in bidding, but due to staff availability or overlapping project timelines, they decided not to submit bids for the 2026 Sanitary Lining Project. Based on this feedback, we anticipate receiving more bids and potentially better pricing if we rebid at a later date with a revised work schedule.

Supporting Information

- Bid Tabulation

Bid Tabulation

2026 Sanitary Lining Project

City of Long Lake, MN

WSB Project No. 035575-000

Bids Received Online: Tuesday, June 23, 2026, at 10:00 a.m. Local Time

DENOTES CORRECTED FIGURE

Line No.	Material No.	Item Description	Units	Qty	Engineer's Estimate		Insituform Technologies USA, LLC	
					Unit Price	Extension	Unit Price	Extension
LINING IMPROVEMENTS								
1	2021.501	MOBILIZATION	LS	1	\$44,000.00	\$44,000.00	\$120,161.19	\$120,161.19
2	2104.503	REMOVE SEWER PIPE (SANITARY)	L F	40	\$10.00	\$400.00	\$117.65	\$4,706.00
3	2106.601	DEWATERING	LS	1	\$1,500.00	\$1,500.00	\$52,941.18	\$52,941.18
4	2108.504	GEOTEXTILE FABRIC TYPE 10	S Y	18	\$4.00	\$72.00	\$117.65	\$2,117.70
5	2451.603	AGGREGATE BEDDING	L F	40	\$25.00	\$1,000.00	\$58.82	\$2,352.80
6	2503.601	SANITARY SEWER BYPASS PUMPING	L S	1	\$5,000.00	\$5,000.00	\$29,411.76	\$29,411.76
7	2503.602	4" CLEAN-OUT ASSEMBLY	EACH	12	\$500.00	\$6,000.00	\$5,882.35	\$70,588.20
8	2503.602	6" CLEAN-OUT ASSEMBLY	EACH	1	\$800.00	\$800.00	\$5,882.35	\$5,882.35
9	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	2	\$1,500.00	\$3,000.00	\$588.24	\$1,176.48
10	2503.602	LINING SEWER PIPE LATERAL	EACH	74	\$3,500.00	\$259,000.00	\$4,588.24	\$339,529.76
11	2503.602	SANITARY SEWER SPOT REPAIR	EACH	1	\$5,000.00	\$5,000.00	\$88,235.29	\$88,235.29
12	2503.603	8" PVC PIPE SEWER	L F	40	\$70.00	\$2,800.00	\$58.82	\$2,352.80
13	2503.603	LINING SEWER PIPE 8"	L F	4614	\$40.00	\$184,560.00	\$32.01	\$147,694.14
14	2503.603	LINING SEWER PIPE 10"	L F	284	\$45.00	\$12,780.00	\$75.25	\$21,371.00
15	2503.603	TELEWISE SANITARY SEWER	L F	7606	\$2.00	\$15,212.00	\$5.88	\$44,723.28
16	2506.602	SEAL MANHOLE	EACH	33	\$5,075.00	\$167,475.00	\$4,941.18	\$163,058.94
17	2506.603	CEMENTITIOUS MANHOLE REHABILITATION	L F	60	\$900.00	\$54,000.00	\$2,941.18	\$176,470.80
18	2563.601	TRAFFIC CONTROL	LS	1	\$10,000.00	\$10,000.00	\$20,411.76	\$20,411.76
19	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$3,000.00	\$3,000.00	\$5,882.35	\$5,882.35
20	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	300	\$3.00	\$900.00	\$11.76	\$3,528.00
21	2574.507	COMMON TOPSOIL BORROW	C Y	2	\$80.00	\$160.00	\$588.24	\$1,176.48
22	2574.508	FERTILIZER TYPE 3	LB	20	\$1.00	\$20.00	\$35.29	\$705.80
23	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	S Y	180	\$3.00	\$540.00	\$23.53	\$4,235.40
24	2575.505	SEEDING	ACRE	1	\$1,000.00	\$1,000.00	\$1,176.47	\$1,176.47
25	2575.523	WATER	MGAL	4	\$25.00	\$100.00	\$588.24	\$2,352.96
26	2575.608	SEED SOUTHERN TALLGRASS ROADSIDE	LB	1	\$50.00	\$50.00	\$588.24	\$588.24

Bid Tabulation

2026 Sanitary Lining Project

City of Long Lake, MN

WSB Project No. 035575-000

Bids Received Online: Tuesday, June 23, 2026, at 10:00 a.m. Local Time

DENOTES CORRECTED FIGURE

Line No.	Material No.	Item Description	Units	Qty	Engineer's Estimate		Insituform Technologies USA, LLC	
					Unit Price	Extension	Unit Price	Extension
TOTAL LINING IMPROVEMENTS							\$778,369.00	\$1,312,831.13
GRAND TOTAL BID							\$778,369.00	\$1,312,831.13

I hereby certify that this is an exact reproduction of bids received.

Certified By: 

License No. 63257

Date: June 23, 2026