



CITY COUNCIL MEETING

May 06, 2025 at 6:30 PM

City Hall Council Chambers – 450 Virginia Avenue, Long Lake, MN 55356

AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Mayor's Comments – Long Lake News, Meeting Review and Updates

4. Approve Agenda

5. Consent Agenda

[A.](#) Approve Minutes of April 15, 2025 City Council Work Session

[B.](#) Approve Minutes of April 15, 2025 City Council Meeting

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

[D.](#) Approve the Joint Powers Agreement with the State of Minnesota Bureau of Criminal Apprehension to Conduct Fire Department Pre-Employment Federal Background Checks

[E.](#) Approve Issuance of a 1 to 4 Day Temporary On Sale Liquor License for the PEO Chapter BW MN Organization to Host a 'Summer Social' Event at Zvago Long Lake on June 3, 2025

6. Open Correspondence

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

7. Regular Business

[A.](#) Award Contract for the Lindawood Lane 2025 Street Improvement Project

[B.](#) Adoption of Code of Conduct Policy for City Council and City Advisory Boards

8. Other Business

9. Adjourn

UPCOMING MEETINGS & OTHER DATES OF NOTE

Tuesday, May 8 (7:00 pm) / Long Lake & Orono Joint Fire Forum at Trinity Lutheran Church

Tuesday, May 13 (6:30 pm) / Planning Commission Meeting

Tuesday, May 20 (6:30 pm) / City Council Meeting



**MINUTES
CITY COUNCIL WORK SESSION
April 15, 2025**

CALL TO ORDER

The meeting was called to order at 5:01 pm.

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

Staff Present: City Administrator: Scott Weske; and City Attorney: John Thames

Absent: None

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.

BUSINESS ITEMS

Closed Session Pursuant to MN Stat. 13D.05, Subd. 3(b) / Attorney-Client Privilege: Discussion of Open Litigation Related to the Fire Services Contract

A motion was made by Feldmann, seconded by Dyvik, to move the meeting into a Closed Session pursuant to Minn. Stat. 13D.05, subd. 3 (b) to discuss open litigation related to the Fire Services contract. Ayes: all.

A motion was made by Feldmann, seconded by Dyvik, to exit the Closed Session. Ayes: all.

City Attorney Thames summarized that the City Council had just adjourned a Closed Session pursuant to Minn. Stat. 13D.05, subd. 3 (b) to discuss open litigation related to the Fire Services contract, and he and staff had received direction from the Council.

OTHER BUSINESS

No other business was discussed.

ADJOURN

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

Respectfully submitted,

Scott Weske
City Administrator



**MINUTES
CITY COUNCIL MEETING
April 15, 2025**

CALL TO ORDER

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

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

Staff Present: City Administrator: Scott Weske; Finance Director: Amanda Nowezki; Fire Chief: Mike Heiland; and City Clerk: Jeanette Moeller

Absent: None

PLEDGE OF ALLEGIANCE

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

Mayor Miner offered the following comments and updates:

On April 3, Mayor Miner, Administrator Weske, and the City's contracted engineer went to the State Capital to testify before the House regarding a bonding bill request for funding reconstructing Grand Avenue. He conveyed his appreciation to Representative Andrew Myers for sponsoring the legislation in the House, and to Senator Ann Johnson Stewart for sponsoring it in the Senate.

Yesterday, Mayor Miner had attended an event hosted by Representative Kelly Morrison for area Mayors to give and receive updates on what was happening in their cities.

Mayor Miner also mentioned that the Long Lake Fire Department will be hosting their annual Pancake Breakfast on May 4.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of April 1, 2025 City Council Meeting
- B. Approve Vendor Claims and Payroll
- C. Receive 1st Quarter 2025 Revenues and Expenditures
- D. Adopt Resolution No. 2025-09 Approving Issuance of a Special Event Permit for the Temporary Outdoor Patio at Carbone's Pizzeria Long Lake, Effective May 1 through September 30, 2025

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

OPEN CORRESPONDENCE

Kelly Grady, 271 Greenhill Lane – Ms. Grady explained that she had attended the previous night's Orono City Council meeting, at which there was a lot of discussion on the First Amendment to Agreement and Contract for Fire Protection. She shared that she had appreciated Long Lake's steady hand and open communication that they'd provided throughout the situation with fire services; as well as the honest reporting and correct data that had been provided by Long Lake when false data was being given by others to justify the need for a duplicative and redundant fire department. She reflected that one other thing she had appreciated was the commitment to public safety by the Long Lake Fire Department and the firefighters who have continued to serve through unsteady times. She felt that these times had been incredibly difficult and she knew there were a lot of fire families, including outside of Long Lake and Orono, who had been keeping a close eye on the situation. One of the comments she heard while attending the Orono City Council meeting was that Orono was going to end up paying more to fix what was never broken, and she indicated she agreed with that comment because the Long Lake Fire Department was never broken. She commented that one of the Orono firefighters who spoke at their meeting asked for mediation if the amendment is approved in order to help bring the firefighters together. She stated that she knows the Long Lake Council and leadership realize how difficult this situation has been for the firefighters and their families, and hoped that the City would do whatever they could to help bring the firefighters back together again. She added that she was unable to stay for the entire meeting, but planned to watch the live coverage online and she conveyed her hope that the Council will continue to push forward with the initiatives that they have focused on from the very beginning to keep the Fire Department together by moving forward into a shared services agreement with the surrounding municipalities.

Bryan Miller, 295 Lakeview Avenue – Mr. Miller congratulated the Council for being able to get to Agenda Item 7A, the First Amendment to the Agreement and Contract for Fire Protection. He voiced his appreciation for the Council; stated that he felt the Fire Chief Heiland stepping into his position had been a God-send; and also thanked City staff for their fantastic work over the last few years. He noted that he was sorry that Long Lake had to go through this situation since it was something completely created by former Orono Mayor Walsh and his cabal.

Gabriel Jabbour, 985 Tonkawa Road, Orono – Mr. Jabbour commented that he felt it was important to show up when things went right and not just when things were going wrong. He stated that he lived in this community and did not define it by the physical border of a city. He shared that he was in attendance to thank the City of Long Lake and the Council for staying the course and taking all the abuse from the former members of the Orono City Council. He noted that initially he was a bit frustrated that Long Lake was moving a bit too slowly, but he appreciated what they had done because good things happen when they can work together. He recalled that he had represented the community during condemnation proceedings in preparation for the Highway 12 bypass project, they ended up receiving \$7.2 million at that time, and he reiterated that when working together, good things happen. He observed that the Long Lake Council had stayed the course and prevailed, and he felt that good should always prevail over evil. He added that he was also really grateful for former Councilmember Joyce and her work while on the Council. He pointed out that the cities are a community and he encouraged the Council to plan something like a barbecue and invite Orono to try to engage. He also encouraged the City to attempt to resolve the lawsuit with Orono, noting that he, Barbara Peterson, and Jim White, had filed an amicus brief on behalf of Long Lake.

Tim M. Hultmann, 280 Lakeview Avenue – Mr. Hultmann recalled that in June of 2022, he'd spoken before the Orono City Council and read aloud a portion of his statement from that night that had been

included in their meeting minutes. He highlighted that he'd quoted Mick Jagger when he stated, 'you can't always get what you want'; and in this case, former Orono Mayor Walsh did not get what he wanted, and he wanted to thank the Long Lake Council for that.

BUSINESS ITEMS

A. Discuss and Approve First Amendment to Agreement and Contract for Fire Protection

City Administrator Weske introduced the proposed agreement and reminded the Council that the existing fire services contract began in 2002 was set to expire on December 31, 2025. He referenced Exhibit C, which highlighted the transitional goals for each Fire Department. He noted that as shown in Exhibit D, both Orono and Long Lake have agreed to negotiate a Joint Powers Agreement (JPA) for some type of partnership. He explained that the first part of the transition would be for the Departments to work together, and the second part would be moving to more of a JPA or fire district model. He concluded that staff recommended approval of the First Amendment to the Agreement and Contract for Fire Protection.

Mayor Miner reported that he and Councilmember Dyvik have been working on the proposed amendment since the beginning of 2025, along with their counterparts on the Orono City Council, as part of a negotiating committee. He felt Orono Mayor Tunheim and Orono Councilmember Persian were great representatives for Orono and had expressed their desire to work with Long Lake and other communities in the area to continue the partnership that had been in place for many years, outside of a few bumps in the road for a year or two. He stated that their goal was also to consolidate the two fire departments and get back to the way operations were before July 1, 2024, when the previous Orono Council had chosen to go in a different direction and create their own fire department. He commented that the proposed amendment to the agreement and contract will bring many facets of the departments back together while continuing the part-time duty crew model that Orono had implemented. He gave a brief overview of some of the items that were included in the amendment to the agreement and contract, including some language that allows for an extension. He referenced Exhibit D and noted that he felt that the exhibit laid out a course for the future, a path for a jointly operated fire department, and possibilities for a fire district. He indicated that the outcome of a fire department operated by both cities was what Long Lake had been pushing for all along. He reflected that Long Lake did want to maintain a stake in the fire department because the Long Lake Fire Department had existed since 1915, so they were not willing to just turn over the keys to the fire department to the previous Orono City Council. Mayor Miner expressed his appreciation for the residents of Orono who had acted to elect a new City Council that was willing to step up and work with the neighboring cities. He summarized that he felt what was proposed in the amendment documents represented a good balance for both cities.

Councilmember Dyvik also voiced his appreciation to Orono Mayor Tunheim and Orono Councilmember Persian for working with himself and Mayor Miner over the last four months. Collectively they had participated in a lot of meetings that were not always easy, but he believed that there was mutual respect on both sides and that they were working towards rebuilding trust, which was an important piece of this situation. While he noted that there was additional work to be done, taking this first step was a pretty major hurdle for all three member cities, including Medina.

Mayor Miner added that the legal action that the City of Long Lake had been forced to take against the previous Orono City Council for breaching the contract was still in progress, but they were working towards a settlement. He shared that the Orono City Council had voted to approve the amendment at their meeting last night, and he was hopeful that Medina would also vote to approve it at their meeting in progress.

Councilmember Feldmann also thanked Orono Mayor Tunheim and Orono Councilmember Persian, as well as Mayor Miner and Councilmember Dyvik, for putting in a huge amount of time and effort to get to this point. He reiterated an earlier statement by Mayor Miner that the amendment approval doesn't fully get things 'done', but it is the first step and puts the cities on the right trajectory, which he found exciting because it felt like they were moving in the right direction.

Councilmember Dyvik briefly reviewed the bulk of what was included in the amendment's accompanying exhibits and added that the exhibits essentially commit all parties to not stop but to continue on to JPA discussions and settling the lawsuit.

A motion was made by Dyvik, seconded by Miner, to approve the First Amendment to Agreement and Contract for Fire Protection. Ayes: all.

B. Review City Council Code of Conduct Policy

City Clerk Moeller shared some of the goals behind the current trend of Minnesota cities adopting a Code of Conduct for their City Councils. She reported that she had prepared a draft City Council Code of Conduct Policy for the Long Lake Council's consideration. After the meeting packet had been distributed, City Attorney Thames had taken a look at the draft and had recommended a few changes be made, especially in the conflict of interest section.

Councilmember Kvale asked if City Clerk Moeller could review City Attorney Thames' recommendations.

Moeller explained that the changes were minor outside of the conflict of interest section, where he had advised that the draft language be a bit more concise. She displayed the red-lined version of the proposed Code of Conduct and reviewed the changes that City Attorney Thames had recommended. She reviewed the options for Council action which included adoption of the policy as is, adoption with amendments, or providing direction to staff on requested edits to prepare for action on the policy at a future meeting.

Councilmember Kvale read aloud a portion of the compliance and enforcement section in the policy and noted that a provision stated that the Council may refer a matter for criminal prosecution; though, nothing within the policy was criminal in nature.

Moeller responded that there were certain actions such as the acceptance of high value gifts that could fall under a criminal act.

Councilmember Kvale pointed out that they would not need a code of conduct policy to prosecute someone in that kind of situation.

Moeller clarified that the intent of the language included in the draft policy was to keep their options open for any circumstance that could occur.

Councilmember Feldmann commented that he liked the overall theme of the proposed Code of Conduct and asked if there could also be something enacted for appointed individuals.

Moeller replied that the draft policy's language could be modified to also apply to Board and Commission members as well as the City Council.

Councilmember Feldmann stated that he would support the addition of Board and Commission members to this Code of Conduct policy.

It was the consensus of the Council that staff should be directed to make changes to the proposed Code of Conduct policy in order to include expectations for Board and Commission appointees.

OTHER BUSINESS

Midco Permitting - Councilmember Kvale indicated that she believed Public Works Director Diercks had likely heard from Midco. Moeller reported that she'd been contacted by Jim Lundberg at the LMCC, as well as by a representative from Midco. Mr. Lundberg had sent out an email to collect information from LMCC member cities regarding their Right-of-Way Permit procedures and the primary contact persons for each city in order to provide Midco with everything they needed to begin their permitting application process.

Fence Standards Ordinance – Moeller mentioned that she would have an ordinance updating fence standards coming before the Council in May after the Planning Commission made a recommendation at their next meeting.

Ice Cream Shop - Councilmember Dyvik shared that he had heard an ice cream shop was coming to town. Moeller confirmed that she had received the project's building permit application yesterday and it was currently in review. The ice cream shop will be called 'Shivers'. Councilmember Dyvik added that their motto will be 'embrace the cold', and explained that he knows the family who will own the shop because his and their daughters swim together.

Lindawood Lane Street Project - Finance Director Nowezki commented that the bid opening for the Lindawood Lane pavement management project had been held and it appeared the bids had come in lower than the engineer's estimates, which was good news. Moeller added that the bid award for the project was scheduled to come before the Council at their May 6, 2025 meeting.

Reviewing Finance Information - Councilmember Newcomer thanked Finance Director Nowezki for spending time with him to go over the budget report information and stated that it had been very helpful for him. Councilmember Kvale highlighted information in the 1st quarter report related to water billing revenue percentages and sought clarification for why they didn't appear to be on trend. Nowezki clarified that it was normal for 1st quarter revenue percentages to be around 19% of the amount budgeted for the year because they haven't hit the irrigation season yet. She reiterated that the Council can expect an uptick in the water fund once people start irrigating.

Quorum Notice for Upcoming Events - Moeller informed Council that she had posted a quorum notice for the upcoming Long Lake Fire Department Pancake Breakfast and the Orono Council Candidate forum.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 7:28 pm.

Respectfully submitted,

Scott Weske
City Administrator



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / May 6, 2025

SUBJECT: Approve Vendor Claims and Payroll

Prepared By: Amanda Nowezki, Finance Director

Report Date: 04/30/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$72,768.75 and electronic vendor payments in the amount of \$3,173.35 for a total amount of **\$75,942.10**; May City Council monthly payroll in the amount of **\$1,300.00**; and gross City Employee payrolls paid April 17 in the amount of **\$28,240.52** and May 1 in the amount of **\$28,391.78**.

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 (x2)



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*Check Summary Register©

Checks 71175-71203

Name		Check Date	Check Amt	
10100 GENERAL FUND CASH				
71175	BIFFS, INC.	4/17/2025	\$149.98	Biff Rental - Dexter
71176	ECM PUBLISHERS, INC.	4/17/2025	\$1,177.50	Pg1 2024 Drinking Water Report
71177	ESRI	4/17/2025	\$925.00	GSI Mapping Software Annual Subscription (1/
71178	HAWKINS INC	4/17/2025	\$40.00	Water Chemicals - Chlorine Cylinder
71179	HEALTHPTNR-GROUP HLTH	4/17/2025	\$67.20	FD EAP-April 2025
71180	LARKIN HOFFMAN	4/17/2025	\$4,410.00	FD CONTRACT DISPUTE W/ORONO - March
71181	MACQUEEN	4/17/2025	\$401.62	PW Street Sweeper Broom
71182	MEDICA	4/17/2025	\$4,921.26	MEDICAL INS - May 2025
71183	MN LIFE INSURANCE CO	4/17/2025	\$25.60	LIFE INS - May 2025
71184	SUTTONS ADVANCED CLEANIN	4/17/2025	\$1,152.50	CH Cleaning Services - April 2025
71185	TIMESAVER OFF SITE	4/17/2025	\$172.00	4/1 City Council Meeting Minutes
71186	WSB & ASSOCIATES, INC	4/17/2025	\$9,154.50	Lead Service Line Engineering; LSL PPL Appli
71187	Xcel Energy	4/17/2025	\$6,456.27	Electricity 02/25/25-03/26/25-Parks
71188	CENTERPOINT ENERGY	4/30/2025	\$23.18	Gas Charges - 25 Apple Glen Rd (03/18/24-04/
71189	CITY OF WAYZATA	4/30/2025	\$28,497.00	Police Services - May 2025
71190	CLAREY'S SAFETY EQUIPMENT	4/30/2025	\$2,562.00	FD SC Carbon Valve
71191	COLONIAL LIFE	4/30/2025	\$13.06	AD Insurance - May 2025
71192	CORE & MAIN LP	4/30/2025	\$502.51	PW Utility Equipment-Hydrant Diffusser
71193	DELTA DENTAL	4/30/2025	\$410.88	Dental Insurance - May 2025
71194	ECM PUBLISHERS, INC.	4/30/2025	\$35.00	Public Hearing - Fence Update Ordinance
71195	HAWKINS INC	4/30/2025	\$4,548.86	Water Chemicals - 236 Gal
71196	Kirvida Fire, Inc.	4/30/2025	\$2,212.48	FD1 Engine #11 (New) -Toyne Pumper; Install
71197	MADISON NATIONAL LIFE	4/30/2025	\$131.20	STD Insurance - May 2025
71198	MEDIACOM	4/30/2025	\$749.98	CH Internet Services - (04/26/25-05/25/25)
71199	Metro West Inspection Svcs Inc	4/30/2025	\$3,174.38	April 2025 Permits
71200	MN FIRE SERVICE CERT BOARD	4/30/2025	\$356.00	RETEST Firefighter I Cert Exam/Haz Mat Oper
71201	RIVERSIDE DESIGN	4/30/2025	\$145.63	Council Business Cards w/New Logo
71202	TIMESAVER OFF SITE	4/30/2025	\$172.00	4/15 City Council Meeting Minutes
71203	VASINA, VERONICA	4/30/2025	\$181.16	Expense Reimbursement - Firefighter Health F
Total Checks			\$72,768.75	



LONG LAKE, MN

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*Check Detail Register©

Checks 71175-71203

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71175	04/17/25	BIFFS, INC.			
E 101-45200-3880		Portable Toilet Rental	\$26.78	INV243053	Biff Rental - Holbrook
E 101-45200-3880		Portable Toilet Rental	\$26.78	INV243054	Biff Rental - Hardin
E 101-45200-3880		Portable Toilet Rental	\$69.64	INV243055	Biff Rental - Nelson Lakeside
E 101-45200-3880		Portable Toilet Rental	\$26.78	INV243056	Biff Rental - Dexter
		Total	\$149.98		
71176	04/17/25	ECM PUBLISHERS, INC.			
E 601-49400-3510		Legal Notices Publishing	\$702.50	1043850	Pg1 2024 Drinking Water Report
E 601-49400-3510		Legal Notices Publishing	\$475.00	1043851	Pg2 2024 Drinking Water Report
		Total	\$1,177.50		
71177	04/17/25	ESRI			
E 601-49400-3090		Software Support	\$308.34	900002141	GSI Mapping Software Annual Subscription (1/3)
E 602-49450-3090		Software Support	\$308.33	900002141	GSI Mapping Software Annual Subscription (1/3)
E 603-43150-3090		Software Support	\$308.33	900002141	GSI Mapping Software Annual Subscription (1/3)
		Total	\$925.00		
71178	04/17/25	HAWKINS INC			
E 601-49400-2160		Chemicals and Chem Pro	\$30.00	7036070	Water Chemicals - Chlorine Cylinder
E 601-49400-2160		Chemicals and Chem Pro	\$10.00	7036071	Water Chemicals - Chlorine Cylinder
		Total	\$40.00		
71179	04/17/25	HEALTHPTNR-GROUP HLTH			
E 205-42280-1310		Employer Paid Health	\$67.20	7096077	FD EAP-April 2025
		Total	\$67.20		
71180	04/17/25	LARKIN HOFFMAN			
E 101-42110-3120		Legal Fees - Civil	\$4,410.00	855399	FD CONTRACT DISPUTE W/ORONO - March 2025
		Total	\$4,410.00		
71181	04/17/25	MACQUEEN			
E 101-43000-4040		Equip Maint & Repair	\$401.62	P64092	PW Street Sweeper Broom
		Total	\$401.62		
71182	04/17/25	MEDICA			
E 101-41500-1310		Employer Paid Health	\$1,021.72	88510127245	MEDICAL INS - May 2025
E 101-43050-1310		Employer Paid Health	\$1,452.02	88510127245	MEDICAL INS - May 2025
E 601-49400-1310		Employer Paid Health	\$580.80	88510127245	MEDICAL INS - May 2025
E 602-49450-1310		Employer Paid Health	\$435.61	88510127245	MEDICAL INS - May 2025
E 603-43150-1310		Employer Paid Health	\$435.61	88510127245	MEDICAL INS - May 2025
G 101-21706		FlexPlan - Ins Prem	\$995.50	88510127245	MEDICAL INS - May 2025
		Total	\$4,921.26		
71183	04/17/25	MN LIFE INSURANCE CO			
E 101-41500-1310		Employer Paid Health	\$9.00	51040034	LIFE INS - May 2025
E 205-42280-1310		Employer Paid Health	\$3.00	51040034	LIFE INS - May 2025
E 101-43050-1310		Employer Paid Health	\$6.00	51040034	LIFE INS - May 2025
E 601-49400-1310		Employer Paid Health	\$2.40	51040034	LIFE INS - May 2025



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*Check Detail Register©

Checks 71175-71203

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 602-49450-1310		Employer Paid Health	\$1.80	51040034	LIFE INS - May 2025
E 603-43150-1310		Employer Paid Health	\$1.80	51040034	LIFE INS - May 2025
G 101-21710		Other Deductions	\$1.60	51040034	LIFE INS - May 2025
Total			\$25.60		
71184	04/17/25	SUTTONS ADVANCED CLEANING SRV			
E 101-41940-3840		Custodial & Waste Remov	\$290.00	7555	CH Cleaning Services - April 2025
E 205-42282-3840		Custodial & Waste Remov	\$570.00	7556	FD1 Cleaning Services - April 2025
E 205-42286-3840		Custodial & Waste Remov	\$292.50	7557	FD2 Cleaning Services - April 2025
Total			\$1,152.50		
71185	04/17/25	TIMESAVER OFF SITE			
E 101-41500-3000		Professional Svcs	\$172.00	30264	4/1 City Council Meeting Minutes
Total			\$172.00		
71186	04/17/25	WSB & ASSOCIATES, INC			
E 101-41910-3032		General Planning	\$348.00	R-026413-00	General Planning; Sign Question, Fence Permit, Lindawood, Trees, Call John Thames
E 601-49400-3030		Engineering Fees	\$1,063.00	R-026729-00	Lead Service Line Engineering; LSL PPL Application, LSL Meeting Follow up, Etc
E 602-49450-3030		Engineering Fees	\$812.00	R-026729-00	Sewer Rehab/ Cleaning Engineering
E 101-43100-3030		Engineering Fees	\$1,276.00	R-026729-00	Bonding Request
E 602-49450-3030		Engineering Fees	\$206.00	R-026729-00	GIS Sewer Lengths
E 205-42280-3000		Professional Svcs	\$47.50	R-026729-00	Engineering Request; Hydrant Data
E 101-41910-3030		Engineering Fees	\$1,503.00	R-026729-00	General Engineering; Mtgs, City Update, etc
E 101-41910-3030		Engineering Fees	\$232.00	R-026729-00	1138 Underhill Inspection
E 101-41910-3030		Engineering Fees	\$970.00	R-026729-00	250 Lindawood Ln Engineering Costs and NPDES Inspections
E 420-43121-3030		Engineering Fees	\$2,697.00	R-026981-00	2025 PMP; Cncl Mtg, Design, Prep AFB for publishing, Bid Opening
Total			\$9,154.50		
71187	04/17/25	Xcel Energy			
E 101-41940-3810		Electricity Expense	\$174.26	921762418	Electricity 02/25/25-03/26/25-CH
E 205-42282-3810		Electricity Expense	\$824.54	921762418	Electricity 02/25/25-03/26/25-FD1
E 205-42286-3810		Electricity Expense	\$397.55	921762418	Electricity 02/25/25-03/26/25-FD2
E 101-41942-3810		Electricity Expense	\$945.04	921762418	Electricity 02/25/25-03/26/25-PW
E 101-43100-3815		Street Lighting Maint/Elect	\$290.45	921762418	Electricity 02/25/25-03/26/25-Streets
E 101-45200-3810		Electricity Expense	\$502.19	921762418	Electricity 02/25/25-03/26/25-Parks
E 601-49400-3810		Electricity Expense	\$2,901.07	921762418	Electricity 02/25/25-03/26/25-WTR
E 602-49450-3810		Electricity Expense	\$421.17	921762418	Electricity 02/25/25-03/26/25-SWR
Total			\$6,456.27		
71188	04/30/25	CENTERPOINT ENERGY			
E 602-49450-3830		Natural Gas Expense	\$23.18	106679608-0	Gas Charges - 25 Apple Glen Rd (03/18/24-04/17/25)
Total			\$23.18		
71189	04/30/25	CITY OF WAYZATA			
E 101-42110-3130		Subcontracted Police Svc	\$28,497.00	042825	Police Services - May 2025
Total			\$28,497.00		

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***Check Detail Register©**

Checks 71175-71203

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
71190	04/30/25	CLAREY'S SAFETY EQUIPMENT			
E 205-42281-4040		Equip Maint & Repair	\$1,912.00	216574	FD SC Carbon Valve
E 205-42281-4040		Equip Maint & Repair	\$650.00	216679	FD Milwaukee Battery
		Total	\$2,562.00		
71191	04/30/25	COLONIAL LIFE			
G 101-21710		Other Deductions	\$13.06	43698310501	AD Insurance - May 2025
		Total	\$13.06		
71192	04/30/25	CORE & MAIN LP			
E 601-49400-2270		Utility Maint Supplies	\$138.76	INV0016218	PW Utility Equipment-Hydrant Cap
E 601-49400-2270		Utility Maint Supplies	\$363.75	W828268	PW Utility Equipment-Hydrant Diffusser
		Total	\$502.51		
71193	04/30/25	DELTA DENTAL			
E 101-41500-1310		Employer Paid Health	\$78.10	RIS00063543	Dental Insurance - May 2025
E 101-43050-1310		Employer Paid Health	\$128.75	RIS00063543	Dental Insurance - May 2025
E 601-49400-1310		Employer Paid Health	\$51.50	RIS00063543	Dental Insurance - May 2025
E 602-49450-1310		Employer Paid Health	\$38.62	RIS00063543	Dental Insurance - May 2025
E 603-43150-1310		Employer Paid Health	\$38.62	RIS00063543	Dental Insurance - May 2025
G 101-21706		FlexPlan - Ins Prem	\$75.29	RIS00063543	Dental Insurance - May 2025
		Total	\$410.88		
71194	04/30/25	ECM PUBLISHERS, INC.			
E 101-41500-3530		Ordinance Publication	\$35.00	1045812	Public Hearing - Fence Update Ordinance
		Total	\$35.00		
71195	04/30/25	HAWKINS INC			
E 601-49400-2160		Chemicals and Chem Pro	\$4,548.86	7044727	Water Chemicals - 236 Gal
		Total	\$4,548.86		
71196	04/30/25	Kirvida Fire, Inc.			
E 205-42281-4035		Heavy Truck Maint & Rep	\$2,212.48	13103	FD1 Engine #11 (New) -Toyne Pumper; Install backup camera and replace gas spring
		Total	\$2,212.48		
71197	04/30/25	MADISON NATIONAL LIFE			
E 101-41500-1310		Employer Paid Health	\$49.20	1692049	STD Insurance - May 2025
E 205-42280-1310		Employer Paid Health	\$16.40	1692049	STD Insurance - May 2025
E 101-43050-1310		Employer Paid Health	\$32.80	1692049	STD Insurance - May 2025
E 601-49400-1310		Employer Paid Health	\$13.12	1692049	STD Insurance - May 2025
E 602-49450-1310		Employer Paid Health	\$9.84	1692049	STD Insurance - May 2025
E 603-43150-1310		Employer Paid Health	\$9.84	1692049	STD Insurance - May 2025
		Total	\$131.20		
71198	04/30/25	MEDIACOM			
E 101-41940-3275		Internet Access (Mediaco	\$499.99	90091308-04	CH Internet Services - (04/26/25-05/25/25)
E 101-41942-3275		Internet Access (Mediaco	\$249.99	90091316-04	PW Internet Services - (04/26/25-05/25/25)
		Total	\$749.98		
71199	04/30/25	Metro West Inspection Svcs Inc			



LONG LAKE, MN

Section 5C.

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*Check Detail Register©

Checks 71175-71203

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42400-3035		Bldg Inspection - Subcontr	\$3,174.38	4564	April 2025 Permits
		Total	\$3,174.38		
71200	04/30/25	MN FIRE SERVICE CERT BOARD			
E 205-42281-3080		Training	\$356.00	13832	RETEST Firefighter I Cert Exam/Haz Mat Operations-S. Warner
		Total	\$356.00		
71201	04/30/25	RIVERSIDE DESIGN			
E 101-41110-3500		Printing/Binding	\$145.63	4752	Council Business Cards w/New Logo
		Total	\$145.63		
71202	04/30/25	TIMESAVER OFF SITE			
E 101-41500-3000		Professional Srvs	\$172.00	30344	4/15 City Council Meeting Minutes
		Total	\$172.00		
71203	04/30/25	VASINA, VERONICA			
E 205-42280-3350		Education / Conferences	\$55.20	043025	Expense Reimbursement - Firefighter Health Forum
E 205-42280-3310		Travel / Mileage Reimb	\$125.96	043025	Expense Reimbursement - Mileage
		Total	\$181.16		
		10100	\$72,768.75		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$48,301.57
205 FIRE DEPARTMENT	\$7,530.33
420 PAVEMENT MGMT IMPROVEMENT FUND	\$2,697.00
601 WATER FUND	\$11,189.10
602 SANITARY SEWER FUND	\$2,256.55
603 SURFACE WATER MGMT FUND	\$794.20
	\$72,768.75



LONG LAKE, MN

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Section 5C.

*Check Summary Register©

Checks 3193-3194

Name		Check Date	Check Amt	
10100 GENERAL FUND CASH				
3193e	SPEEDWAY LLC	4/29/2025	\$1,474.67	Fuel - April 2025
3194e	USBANK CREDIT CARD	4/29/2025	\$1,698.68	April CC Purchases
		Total Checks	\$3,173.35	



LONG LAKE, MN

Section 5C.

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*Check Detail Register©

Checks 3193-3194

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3193 e	04/29/25	SPEEDWAY LLC			
E 205-42281-2120		Motor Fuels	\$816.48		FD Fuel - April 2025
E 101-43000-2120		Motor Fuels	\$658.19		PW Fuel - April 2025
		Total	\$1,474.67		
3194 e	04/29/25	USBANK CREDIT CARD			
E 101-43000-2120		Motor Fuels	\$84.00	042525	PW-Speedway; Fuel for 2018 Chevy
E 101-43000-2210		Equipment Parts	\$17.97	042525	PW-Ace; Pipe fitting for the Sweeper
E 101-43000-2400		Small Tools and Minor Eq	\$14.98	042525	PW-Ace; Socket and Extension Bar
E 101-45200-2230		Bldg & Grnds Maint Suppli	\$101.97	042525	PW-Ace; Wire Stripper and wire for Parks
E 205-42281-2080		Training/Instruct Materials	\$36.12	042525	FD-Amazon; Dodgeball Set
E 205-42282-3840		Custodial & Waste Remov	\$45.15	042525	FD-Amazon; Dish Soap, Cleaning Supplies, Paper Towels, Etc
E 205-42286-3840		Custodial & Waste Remov	\$22.00	042525	FD-Amazon; Hand Soap
E 205-42281-4030		Light Truck Maint & Repair	\$57.77	042525	FD-Youngstedts; Car Wash
E 205-42282-3840		Custodial & Waste Remov	\$51.40	042525	FD-Amazon; Hand Soap Dispenser Refills
E 205-42281-2400		Small Tools and Minor Eq	\$194.97	042525	FD-Amazon; Rubber Bumper for Boat Dock
E 205-42282-4010		Bldg Maint & Repairs	\$246.57	042525	FD-Excelsior Appliance; Front Load Dryer
E 205-42281-2400		Small Tools and Minor Eq	\$28.78	042525	FD-Amazon; Extension Cord
E 205-42281-2400		Small Tools and Minor Eq	\$49.98	042525	FD-Amazon; Bungee Line for Boat Docking
E 205-42281-2400		Small Tools and Minor Eq	\$77.25	042525	FD-Amazon; Extension Cords (x3)
E 205-42281-2215		SCBA Equipment Parts	\$176.97	042525	FD-Amazon; AA Batteries
E 205-42280-4330		Dues and Subscriptions	\$14.99	042525	FD-Amazon; Prime Membership
E 205-42280-4450		Food & Beverage (Mtgs/Tr	\$35.96	042525	FD-Orono Market; Bottled Water
E 205-42280-4450		Food & Beverage (Mtgs/Tr	\$98.86	042525	FD-Domino's Pizza; EMT Refresher Training
E 205-42281-2150		Shop Supplies	\$26.01	042525	FD-Ace; SprayPaint
E 205-42280-3090		Software Support	\$10.83	042525	FD-Microsoft 365
E 205-42286-3840		Custodial & Waste Remov	\$37.85	042525	FD-Amazon; Paper Towels
E 205-42282-3840		Custodial & Waste Remov	\$11.75	042525	FD-Amazon; Trash Bags
E 101-41500-3090		Software Support	\$85.54	042525	CH-Google; Company Emails
E 101-41500-4450		Food & Beverage (Mtgs/Tr	\$88.51	042525	CH-Carbone's Pizza; Council Work Session Mtg
E 101-41940-3210		Telephone	\$61.87	042525	CH-Nextivia VOIP Phone Service
E 101-41942-3210		Telephone	\$20.63	042525	PW-Nextivia VOIP Phone Service
		Total	\$1,698.68		
		10100	\$3,173.35		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$1,133.66
205 FIRE DEPARTMENT	\$2,039.69
	\$3,173.35



LONG LAKE, MN

Payroll Summary

Pay Group: 06 City Council

Check Date: 5/1/2025 per. 5

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

941 Deposit

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

Pay Summary

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

Tax Summary

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

Others

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



LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly
Check Date: 4/17/2025 per. 8

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000287 DECKER JR, MICHAEL	2,324.80	2,174.25	2,174.25	207.50	117.78		144.09	33.70	149.81	0.74				1,671.18
000000243 DIERCKS, SEAN	4,086.05	3,821.76	3,821.76	591.02	229.82		253.34	59.25	264.29					2,688.33
000000295 FAHRMAN, MATTHEW	2,728.14	2,236.41	2,236.41	171.10	90.22		149.57	34.98	176.03	315.70				1,790.54
000000286 HEILAND, MICHAEL	5,083.13	4,556.51	4,556.51	466.51	245.89			73.71	526.62					3,770.40
000000292 MACKEY, NOAH	2,324.80	2,174.99	2,174.99	182.59	117.84		144.14	33.71	149.81					1,696.71
000000091 MOELLER, JEANETTE	3,292.45	2,899.93	2,899.93	230.88	119.64		193.06	45.15	214.01	178.51				2,311.20
000000252 NOWEZKI, AMANDA	3,345.76	3,048.17	3,048.17	348.06	194.16		207.44	48.51	297.59					2,250.00
000000214 WESKE, SCOTT	5,055.39	4,740.14	4,740.14	809.65	296.99		313.06	73.22	309.22	6.03				3,247.22

941 Deposit

Federal Tax	\$3,007.31
Medicare	\$804.46
Social Security	\$2,809.40
Advanced EIC	None
Total Deposit	\$6,621.17

Pay Summary

Gross	28,240.52
Federal Gross	25,652.16
State Gross	25,652.16
FICA Gross	22,656.41

Tax Summary

Federal Tax	3,007.31	
State Tax	1,412.34	
Local Tax		
FICA Ded/Ben	1,404.70	1,404.70
Medicare Ded/Ben	402.23	402.23

Others

Retirement	2,087.38
Tax-Sheltered	500.98
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	19,425.58



LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly
Check Date: 5/1/2025 per. 9

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medi-care	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000287 DECKER JR, MICHAEL	2,677.72	2,504.23	2,504.23	253.39	140.22		165.97	38.82	172.75	0.74				1,905.83
000000243 DIERCKS, SEAN	4,086.05	3,821.76	3,821.76	591.02	229.82		253.34	59.25	264.29					2,688.33
000000295 FAHRMAN, MATTHEW	2,526.48	2,047.86	2,047.86	148.47	80.14		137.07	32.06	162.92	315.70				1,650.12
000000286 HEILAND, MICHAEL	5,083.13	4,556.51	4,556.51	466.51	245.89			73.71	526.62					3,770.40
000000292 MACKEY, NOAH	2,324.80	2,174.99	2,174.99	182.59	117.84		144.14	33.71	149.81					1,696.71
000000091 MOELLER, JEANETTE	3,292.45	2,899.93	2,899.93	230.88	119.64		193.06	45.15	214.01	178.51				2,311.20
000000252 NOWEZKI, AMANDA	3,345.76	3,048.17	3,048.17	348.06	194.16		207.44	48.51	297.59					2,250.00
000000214 WESKE, SCOTT	5,055.39	4,740.14	4,740.14	809.65	296.99		313.06	73.22	309.22	6.03				3,247.22

941 Deposit

Federal Tax	\$3,030.57
Medicare	\$808.86
Social Security	\$2,828.16
Advanced EIC	None
Total Deposit	\$6,667.59

Pay Summary

Gross	28,391.78
Federal Gross	25,793.59
State Gross	25,793.59
FICA Gross	22,807.67

Tax Summary

Federal Tax	3,030.57	
State Tax	1,424.70	
Local Tax		
FICA Ded/Ben	1,414.08	1,414.08
Medicare Ded/Ben	404.43	404.43

Others

Retirement	2,097.21
Tax-Sheltered	500.98
Voluntary	
Tips	0.00
Reimbursement	0.00
Net	19,519.81



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / May 6, 2025

SUBJECT: Approve Joint Powers Agreement with the Minnesota Bureau of Criminal Apprehension (BCA) to Conduct Fire Department Background Checks

Prepared By: Jeanette Moeller, City Clerk

Report Date: 4/16/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve the Joint Powers Agreement with the State of Minnesota Bureau of Criminal Apprehension, SWIFT Contract # 267874, to conduct Fire Department pre-employment Federal Background Checks.

Overview / Background

The City's Fire Department (as the Government Unit) currently utilizes the Minnesota Bureau of Criminal Apprehension to conduct fingerprint based pre-employment background investigations of Fire Department applicants, and particularly of candidates who have lived outside of Minnesota within the five years prior to making their application to the Department.

In order to continue this necessary practice, the State of Minnesota Bureau of Criminal Apprehension requires that the City, on behalf of its Fire Department, enter into the attached Joint Powers Agreement. Doing so will assure that the Department retains the ability to recruit and hire eligible quality applicants.

Please note that as the future form of the City's Fire Department takes shape and is more certainly known, staff will follow up with the MN BCA to determine whether entering into a revised Joint Powers Agreement is required; or whether this current agreement with 'the City of Long Lake, on behalf of its Fire Department' as the Government Unit remains sufficient.

Supporting Information

- Joint Powers Agreement with the State of Minnesota Bureau of Criminal Apprehension



Joint Powers Agreement

State of Minnesota

Federal Background Checks

ORI – NCJMN0157
SWIFT Contract # 267874

This Agreement is between the State of Minnesota, acting through its commissioner of Public Safety on behalf of the Bureau of Criminal Apprehension ("BCA"), and the City of Long Lake on behalf of its Fire Department ("Governmental Unit").

Recitals

- 1 Under Minnesota Statutes § 471.59, the BCA and Governmental Unit are empowered to engage in such agreements as are necessary to exercise their powers.
- 2 The BCA is the State Identification Bureau for the State of Minnesota and is responsible for fingerprint identification services including submission of civil, fingerprint-based background checks to the Federal Bureau of Investigation ("FBI") subsequent to conducting Minnesota records checks.
- 3 The Governmental Unit has a state statute, Minnesota Statutes, § 299F.035, that has been approved by the United States Attorney General as compliant with Public Law 92-544.
- 4 The Governmental Unit wants to access federal data in support of its duties to conduct background checks as provided by law.
- 5 The purpose of this Joint Powers Agreement is to memorialize the requirements for Governmental Unit to obtain access and the limitations that apply to the information that Governmental Unit obtains.

Agreement

- 1 **Term of Agreement**
 - 1.1 **Effective Date.** This Agreement is effective on the date the BCA obtains all required signatures under Minnesota Statutes § 16C.05, subdivision 2.
 - 1.2 **Expiration Date.** This Agreement expires five years from the date it is effective.
- 2 **Agreement Between the Parties**
 - 2.1 **Request Submission.** Governmental Unit agrees that it will collect fingerprints from those individuals for whom a Minnesota and federal fingerprint-based background check will be conducted. Governmental Unit will forward the fingerprints and other documentation to the BCA. The fingerprints will be captured so they meet the requirements of National Institute of Standards and Technology Special Publication 500-290. The Governmental Unit will ensure that all fields required on the fingerprint card are completed.

Fingerprints received by Governmental Unit will be forwarded to the BCA using a secure method.
 - 2.2 **Request Processing.** On receipt of fingerprints that conform to the requirements of Clause 2.1, the BCA will conduct a check of the Minnesota criminal history repository

for any records that match the fingerprints submitted. Any results of a fingerprint match in Minnesota will be returned to the Governmental Unit with the federal results.

The BCA will also forward the fingerprints to the FBI for processing. The BCA will receive the response from the FBI, redact any data the Governmental Unit is not entitled to receive and forward the results to the Governmental Unit.

- 2.3 Policies.** The FBI and BCA have laws and policies on access, use, audit, dissemination, screening (pre-employment), security, training, and use of the criminal history results. These FBI and BCA policies, as amended and updated from time to time, are incorporated into this Agreement by reference. The policies are available at <https://bcanextest.x.state.mn.us//noncrim/launchpad/index.pl>. Governmental Unit has created its own policies to ensure that Governmental Unit's employees and contractors comply with all applicable requirements. Governmental Unit ensures this compliance through appropriate enforcement.
- 2.4 Limitations on Access.** BCA agrees that it will comply with applicable state and federal laws when making information accessible. Governmental Unit agrees that it will comply with applicable state and federal laws when accessing, using, disseminating, and storing data. Each party is responsible for its own compliance with the most current applicable state and federal laws.
- 2.5 Requirement to Update Information.** The parties agree that if there is a change to any of the information, whether required by law or this Agreement, the party will send the new information to the other party in writing within 30 days of the change.
- 2.6 Compliance with Personnel Security Requirements.** Per Minnesota Statutes § 299C.46, employees of a Governmental Unit who review results of background checks will be required to take security awareness training and pass a federal, fingerprint-based background check. Any information technology staff who support the work of Governmental Unit and who have physical or logical access to criminal history information will also be required to take security awareness training and pass a federal, fingerprint-based background check and may need to sign a security addendum certification. All required training by Governmental Unit employees will be completed prior to reviewing or handling background checks.

3 Payment

Governmental Unit will pay the BCA for all services performed under this Agreement. For each background check that is processed by BCA, Governmental Unit will pay the fee identified at <https://dps.mn.gov/divisions/bca/bca-divisions/criminal-justice-information-services/background-checks/background-check-fees>. There is an additional \$10.00 fee if the fingerprints are taken at BCA.

4 Authorized Representatives

BCA's Authorized Representative is the person below, or her successor:

Name: Diane Bartell, Deputy Superintendent
 Address: Dept. of Public Safety; Bureau of Criminal Apprehension
 1430 Maryland Avenue East
 Saint Paul, MN 55106
 Telephone: 651.793.2590
 Email Address: Diane.Bartell@state.mn.us

Governmental Unit's Authorized Representative is the person below, or his/her successor:

Name: Mike Heiland, Fire Chief

Address: 450 Virginia Ave
 PO Box 606
 Long Lake, MN 55356
 Telephone: 952.473.9701
 Email Address: mheiland@longlakemn.gov

5 Assignment, Amendments, Waiver, and Agreement Complete

- 5.1 Assignment.** Neither party may assign nor transfer any rights or obligations under this Agreement.
- 5.2 Amendments.** Any amendment to this Agreement, except that described in Clause 2.5 above, must be in writing and will not be effective until it has been signed and approved by the same parties who signed and approved the original agreement, or their successors in office.
- 5.3 Waiver.** If either party fails to enforce any provision of this Agreement, that failure does not waive the provision or the right to enforce it.
- 5.4 Agreement Complete.** This Agreement contains all negotiations and agreements between the BCA and the Governmental Unit. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

6 Liability

The BCA and the Governmental Unit agree each party will be responsible for its own acts and behavior and the results thereof to the extent authorized by law and shall not be responsible or liable for the acts of any others and the results thereof. The BCA's liability shall be governed by provisions of the Minnesota Torts Claims Act, Minnesota Statutes § 3.736, and other applicable law. The Governmental Unit's liability shall be governed by the Minnesota Municipal Tort Claims Act, Minnesota Statutes Chapter 466, and other applicable law.

7 Audits

- 7.1** Under Minnesota Statutes § 16C.05, subdivision 5, the Governmental Unit's books, records, documents, internal policies and accounting procedures and practices relevant to this Agreement are subject to examination by the BCA, State Auditor, or Legislative Auditor, as appropriate, for a minimum of six (6) years from the end of this Agreement. The examination shall be limited to the books, records, documents, and accounting procedures and practices that are relevant to this Agreement.
- 7.2** Under applicable state and federal law and policy, the Governmental Unit's records are subject to examination by the BCA and the FBI to ensure compliance with laws, regulations and policies about access, use, and dissemination of data.

8 Government Data Practices

- 8.1 BCA and Governmental Unit.** The BCA and Governmental Unit must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data accessible under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Agreement. The remedies of Minnesota Statutes §§ 13.08 and 13.09 apply to the release of the data referred to in this clause by either the BCA or the Governmental Unit.

9 Investigation of Alleged Violations; Sanctions

For purposes of this clause, "Individual User" means an employee or contractor of Governmental Unit.

9.1 Investigation. Governmental Unit and BCA agree to cooperate in the investigation and possible prosecution of suspected violations of federal law, state law, and policies and procedures referenced in this Agreement. When BCA becomes aware that a violation may have occurred, BCA will inform Governmental Unit of the suspected violation, subject to any restrictions in applicable law. When Governmental Unit becomes aware that a violation has occurred, Governmental Unit will inform BCA subject to any restrictions in applicable law.

9.2 Sanctions.

9.2.1 Under this Agreement, Governmental Unit must determine if and when an involved Individual User is disciplined due to inappropriate use of data. Governmental Unit may decide to suspend or terminate access and the decision must be made as soon as alleged violation is discovered, after notice of an alleged violation is received, or after an investigation has occurred. Governmental Unit must report the status of the Individual User's access to BCA without delay. BCA reserves the right to temporarily suspend or eliminate an Individual User's access to data and will notify Governmental Unit if an Individual User is affected.

9.2.2 If the BCA determines the Governmental Unit has jeopardized the integrity of the information, BCA may temporarily stop providing some or all the information under this Agreement until the failure is remedied to the BCA's satisfaction. If Governmental Unit's failure is continuing or repeated, Clause 11.1 does not apply and BCA may terminate this Agreement immediately.

10 Venue

Venue for all legal proceedings involving this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

11 Termination

11.1 Termination. The BCA or the Governmental Unit may terminate this Agreement at any time, with or without cause, upon 30 days' written notice to the other party's Authorized Representative.

11.2 Termination for Insufficient Funding. Either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written notice to the other party's authorized representative. The Governmental Unit is not obligated to pay for any services that are provided after notice and effective date of termination. However, the BCA will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. Neither party will be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. Notice of the lack of funding must be provided within 30 days of the affected party receiving that notice.

12 E-Verify Certification (In accordance with Minnesota Statutes § 16C.075)

For services valued in excess of \$50,000, Governmental Unit certifies that as of the date of services performed by the BCA, Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify Program for all newly hired employees in the United States who will perform work on behalf of the Governmental Unit. Governmental Unit is responsible for collecting all subcontractor

certifications and may do so utilizing the *E-Verify Subcontractor Certification Form* available at <http://www.mmd.admin.state.mn.us/doc/EVerifySubCertForm.doc>. All subcontractor certifications must be kept on file with Governmental Unit and made available to the BCA upon request.

13 Continuing Obligations

The following clauses survive the expiration or cancellation of this Agreement: 6. Liability; 7. Audits; 8. Government Data Practices; 9. Investigation of Alleged Violations; Sanctions; and 10. Venue.

BCA and the Governmental Unit indicate their agreement and authority to execute this Agreement by signing below.

GOVERNMENTAL UNIT

Governmental Unit certifies that the appropriate person(s) has(have) executed this Agreement on behalf of the Governmental Unit and its jurisdictional government entity as required by applicable articles, laws, by-laws, resolutions, or ordinances.

By and Title: _____
Governmental Unit

_____ Date

By and Title: _____
Governmental Unit

_____ Date

By and Title: _____
Governmental Unit

_____ Date

By and Title: _____
Governmental Unit

_____ Date

By and Title: _____
Governmental Unit

_____ Date

DEPARTMENT OF PUBLIC SAFETY, BUREAU OF CRIMINAL APPREHENSION

By and Title: _____
(with delegated authority)

_____ Date

COMMISSIONER OF ADMINISTRATION

As delegated to the Office of State Procurement

By: _____

_____ Date



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / May 6, 2025

SUBJECT: Temporary On Sale Liquor License Request for the PEO Chapter BW MN Organization to Host a 'Summer Social' Event at Zvago Long Lake

Prepared By: Jeanette Moeller, City Clerk

Report Date: 4/15/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve issuance of a 1 to 4 Day Temporary On Sale Liquor License for the PEO Chapter BW MN non-profit organization to allow the sale/service of alcoholic beverages during their 'Summer Social' event at Zvago Long Lake on Tuesday, June 3, 2025.

Overview / Background

The PEO Chapter BW MN non-profit organization, a local chapter of PEO (Philanthropic Educational Organization) International, has submitted an application for a 1 to 4 Day Temporary On Sale Liquor License to permit the sale/service of alcoholic beverages in the form of wine service at a 'Summer Social' event they will be hosting at Zvago Long Lake in their Homewood Room community room. The event will be held on Tuesday, June 3, 2025 beginning at 4:30 pm and will feature a social gathering and casual dinner.

Staff recommends approval of the temporary liquor license as requested.

Supporting Information

- Application for 1 to 4 Day Temporary On Sale Liquor License form
- PEO Chapter BW MN 'Summer Social' event flyer



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 5E.

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

Name of organization		Date of organization		Tax exempt number	
PEO Chapter BW MN (local Chapter of PEO International)		April 5, 1940		41-6080334	
Organization Address (No PO Boxes)		City	State	Zip Code	
President address: 364 Margaret Circle		Wayzata	MN	55391	
Name of person making application		Business phone		Home phone	
Donna Larson, Event Chair, donna2857.Larson@gmail.com				612 636 5508	
Date(s) of event		Type of organization ☐ Microdistillery ☐ Small Brewer			
6/3/2025		☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit			
Organization officer's name		City	State	Zip Code	
Jenny Wilder, President		Wayzata	MN	55391	
Organization officer's name		City	State	Zip Code	
Lynda Sleeper, Treasurer		Wayzata	MN	55391	
Organization officer's name		City	State	Zip Code	
			MN		

Location where permit will be used. If an outdoor area, describe.

Zvago Homewood Room
1948 W. Wayzata Blvd., Long Lake, MN

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
Social event for P.E.O Membership from 4-6pm at Zvago Homewood Room, 1948 W. Wayzata Blvd. Long Lake. Wine will be served.

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

Does not have

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

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

Date Approved
6/3/2025
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**

PEO Summer Social

Section 5E.



ZVAGO Long Lake ***** TUESDAY JUNE 3rd. *****

Social Gathering: 4:30 pm Casual Dinner 5:30 pm

**Address: 1948 W. Wayzata Blvd. Long Lake;
Homewood Room**

See Parking Options on back side of this sheet

Menu

Tray of Assorted Sandwiches: Chicken Salad, Turkey Club, Chicken Caesar Wrap, Vegetarian.
Salad Greens, Chips, Cake, Wine and assorted Beverages provided

Cost: \$20

Reservation Deadline: Friday May 30th

Tear Off: _____

PEO Member _____

Guest Name _____

Total \$ _____

Checks payable to P.E.O. Chapter BW and mail to Lynda Sleeper

Committee: Donna Larson, Phyllis Fischer, Sharon Frank, Chris Hubert, Margaret Green, Theresa Palmer



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / May 6, 2025

SUBJECT: Award Contract for the Lindawood Lane 2025 Street Improvement Project

Prepared By: Jeff Oliver, City Engineer

Report Date: 4/29/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt Resolution No. 2025-10 awarding the construction contract for the Lindawood Lane 2025 Street Improvement Project to Asphalt Surface Technologies Corporation (ASTECH Corp.) and authorizing the Mayor and City Administrator to enter into the contract for said services.

Overview / Background

Plans and specifications were accepted by the City Council on March 4, 2025 and the City Engineer was directed to advertise the project for bids. Bids were solicited and were opened on Thursday, April 3, 2025. Eight bids were received, and the lowest responsible bidder is ASTECH Corp. from St. Cloud, Minnesota.

ASTECH Corp.'s total bid amount is \$206,563.51. The engineer's opinion of probable cost provided to Council previously was \$223,955.50. ASTECH Corp.'s bid is \$17,391.99 (8%) lower than the original cost estimate. The City does have the available monies in the pavement management fund to complete the project as bid.

Staff is recommending that the City Council approve Resolution No. 2025-10 awarding the contract to ASTECH Corp. in the amount of \$206,563.51 for the 2025 Street Improvement Project.

Supporting Information

- Resolution No. 2025-10
- City Engineer's Letter of Recommendation
- 2025 Street Improvement Project Bid Tabulation



**City Council
Resolution No. 2025-10**

**A RESOLUTION ACCEPTING BIDS AND AWARDING A CONSTRUCTION CONTRACT FOR THE
LINDAWOOD LANE 2025 STREET IMPROVEMENT PROJECT**

WHEREAS, the City Council of Long Lake previously directed the City Engineer to advertise for bids for the Lindawood Lane 2025 Street Improvement Project; and

WHEREAS, bids were publicly received, opened, and read aloud on April 3, 2025; and

WHEREAS, it appears that Asphalt Surface Technologies Corporation (ASTECH Corp.) is the lowest responsible bidder.

NOW THEREFORE, BE IT RESOLVED, by the City Council of the City of Long Lake, Minnesota that the Mayor and City Administrator are hereby authorized and directed to enter into a contract with ASTECH Corp. in the name of the City of Long Lake for the construction of the Lindawood Lane 2025 Street Improvement Project according to the plans and specifications approved by the City Council and on file in the office of the City Clerk.

Adopted by the City Council of the City of Long Lake this 6th day of May 2025.

BY:

Charlie Miner, Mayor

ATTEST:

Jeanette Moeller, City Clerk



April 11, 2025

Honorable Mayor and City Council
City of Long Lake
450 Virginia Avenue
PO Box 606
Long Lake, MN 55356

Re: 2025 Street Improvement Project
City of Long Lake, MN
WSB Project No. 026981-000

Dear Mayor and Council Members:

Bids were received online for the above-referenced project on Thursday, April 3, 2025, and were viewed and read aloud. Eight bids were received. Please find attached the Bid Tabulation Summary indicating Asphalt Surface Technologies Corporation a/k/a ASTECH Corp., St. Cloud, Minnesota, as the low bidder with a grand total bid amount of \$206,563.51. The Engineer's Estimate for the project was \$223,955.50.

We recommend that the City Council consider these bids and award a contract for the grand total bid in the amount of \$206,563.51 to ASTECH Corp., based on the results of the bids received.

If you have any questions, please contact me at 612.219.8206.

Sincerely,

WSB

A handwritten signature in blue ink that reads "Rachel Scheu".

Rachel Scheu, PE
Project Engineer

Attachment

cc: Scott Weske, City of Long Lake
Sean Diercks, City of Long Lake

srb



Bid Tabulation Summary

2025 Street Improvement Project

City of Long Lake, MN

WSB Project No. 026981-000

Bids Received Online: Thursday, April 3, 2025, at 2:00 p.m. Local Time

 DENOTES CORRECTED FIGURE

	Contractor	Bid Bond (5%)	Addendum Received	Grand Total Bid
1	Asphalt Surface Technologies Corporation a/k/a ASTECH Corp.	X	N/A	\$206,563.51
2	Kurilla Contracting	X	N/A	\$212,949.56
3	Bituminous Roadways, Inc.	X	N/A	\$215,766.75
4	GMH Asphalt Corporation	X	N/A	\$229,692.03
5	Northwest Asphalt, Inc.	X	N/A	\$240,205.53
6	Valley Paving, Inc.	X	N/A	\$255,405.69
7	New Look Contracting, Inc.	X	N/A	\$259,907.00
8	Park Construction Company	X	N/A	\$268,812.20
Engineer's Opinion of Probable Cost				\$223,955.50

I hereby certify that this is a true and correct tabulation of the bids as received on April 3, 2025.



Rachel Scheu, PE, Project Engineer



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / May 6, 2025

SUBJECT: Adoption of Code of Conduct Policy for City Council and City Advisory Boards

Prepared By: Jeanette Moeller, City Clerk

Report Date: 4/30/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt the Code of Conduct Policy for City Council and City Advisory Boards as presented.

Overview / Background

Minnesota cities have embraced a growing trend of adopting a Code of Conduct for their City Councils, often including advisory boards and commissions, in order to:

- Foster transparency, trust, and confidence in local government;
- Highlight relevant state laws (for example, Open Meeting Law) and statutes that govern the roles of elected and appointed officials;
- Identify best practices to help set the tone for Council and advisory board member professionalism in both public and private interactions;
- Establish guidelines to improve collaboration and maintain a positive, respectful culture at City Hall and at Council, Commission and Board meetings; and
- To provide a tool to assist in the orientation process for newly elected City Council members and advisory board members.

At the City Council's April 15 meeting, the Council reviewed a draft of a City Council Code of Conduct Policy and directed staff to update the draft to be inclusive of the City's advisory boards as well. City Attorney Thames edited the proposed Policy document, revised content where applicable to achieve the Council's request, and staff is recommending adoption of the attached Code of Conduct Policy for City Council and City Advisory Boards as presented. Once adopted, the Policy will be posted on the City's website, and copies will be provided to all City Council and advisory commission/board members.

Supporting Information

- Code of Conduct Policy for City Council and Advisory Boards



City of Long Lake

Code of Conduct Policy for City Council and City Advisory Boards

Date of Adoption: _____, 2025

Policy Revised:

I. Purpose

Long Lake residents and businesses deserve a fair, ethical and accountable local government which earns the public's full confidence. Proper and efficient operation of municipal government requires that its public officials and appointed board members be independent, impartial and responsible to citizens and property owners; that municipal governmental decisions and policy are made in accordance with the procedures established by the City; and that municipal public office is never to be used for personal gain. Recognizing these goals, this Code of Conduct is established by Long Lake City Council for the members of the Council and all members appointed to City of Long Lake commissions and advisory boards to reflect a shared responsibility for maintaining a professional environment; providing standards for conduct in city matters; fostering a culture of trust, respect, and candor; committing to eliminating conflicts of interest; and for promoting the public's confidence and faith in the integrity of their City government.

II. Standards of Conduct

Members of the City Council, whether elected or appointed, as well as all members appointed to City commissions and advisory boards (collectively "Members" herein) shall comply with all applicable federal laws, state laws, City ordinances and resolutions, and City policies in the performance of their public duties. Members shall be patient, respectful, polite and courteous to each other, as well as to the public and to members of the City's staff. Recognizing these goals, this Code of Conduct Policy is established for the Members to include the standards of ethical conduct and rules of law set forth in this section.

- a. **Authority.** In statutory cities, powers are granted to City Councils and authority is conferred upon advisory boards as whole bodies, and not to individual members. Members may not represent a personal opinion or position to control that of the City Council, an advisory board, nor the City's government. Under most circumstances, Members cannot individually enforce City ordinances, resolutions or policies, and should refer any enforcement activities to appropriate City staff. Per Minn. Stat. 412.191, the Mayor is a full acting member of the City Council, but also acts as the presiding officer of Council meetings, represents the City ceremoniously, and executes official documents. Advisory boards are presided over by the appointed chair of that board.
- b. **Incompatible Office.** Members may not hold incompatible offices. Pursuant to Minn. Stat. 412.02, subd. 1a and as it may be amended, neither the Mayor nor any City Council member

may be employed by the city. For purposes of this subdivision, "employed" refers to full-time permanent employment. Part-time positions must be analyzed for compatibility of the two positions.

- c. **Conduct at Meetings.** To be effective, Members must come to meetings with an open mind, prepared to think strategically about City issues, and willing to delegate details of implementations to City staff. Members shall not use cell phones, laptops, or any telecommunication device to communicate with others regarding any matters of City business during public meetings, and such devices shall be silenced. Members may not encourage or participate in behavior or communications in a manner that may erode order and decorum at a meeting. Members will not act in an insulting, bullying, belittling, or patronizing manner; and violence or the threat of violence will not be tolerated at any time.
- d. **Open Meeting Law.** Public deliberations and processes regarding City business shall be conducted openly and in a transparent manner, subject to Minnesota's Open Meeting Law (Minn. Stat. Chapter 13D). Members shall not violate the Open Meeting Law.
- e. **Conflict of Interest.** Members shall not participate in a matter before the City Council that affects the Member's financial interests or those of a business with which the Member is associated, unless the effect on the Member or business is no greater than on other Members of the same business classification, profession, or occupation. Though often not prohibited by state law, interested Members should also seek to abstain from any matter in which the specific circumstances may compromise a Member's objectivity. Members should disclose all conflicts of interest and potential conflicts of interest to the board on which they sit and abstain from the board's discussion, debate, and vote upon a matter under review, if a conflict is determined to exist.
- f. **Gifts / Donations.** Members shall not use their public position for personal gain, or to solicit personal gifts or favors. Under Minn. Stat. 471.895, Members may not receive gifts from any "interested person" in conjunction with their duties. A "gift" is defined as money, real or personal property, a service, loan, a forbearance or forgiveness of debt, or a promise of future employment, that is given and received without the giver receiving something of equal or greater value in return. An "interested person" means a person, a representative of a person, or an association that has a direct financial interest in a decision that a Member is authorized to make. Members are to remain mindful that virtually every resident or person doing business in the City could have a direct financial interest in a decision. Except as specifically permitted pursuant to Minn. Stat. 471.895, Members may not accept or receive any gift of substance in any form and under any circumstance.

Gifts may be made to the City of Long Lake as a municipal government, but all such gifts must be accepted by resolution of the City Council adopted at a public meeting.

- g. **Disclosure of Information.** Members may not disclose to the public any information that was gained through their position if the information was not classified as public data or was discussed at a closed session; nor may any Member disclose information received, discussed, or decided in conference or consult with the City's legal counsel that is protected by the attorney-client privilege unless a majority of the City Council has authorized the disclosure.

- h. **Working With the Community.** The overarching principles for working with the community held by the City Council and all City advisory boards are to:
- Never grant any special consideration, treatment, privilege, or advantage;
 - Respect the sensitivity of personal information;
 - Be available to all parties on an equal basis;
 - Keep the common good as the highest purpose to focus on achieving constructive solutions for the public benefit;
 - At meetings, honor the applicable board's rules regarding public comment or testimony, clearly communicate the rules, and listen to what the public has to say;
 - Be cautious not to prejudge or decide on an issue before the board has had a chance to deliberate as a body; and to
 - Maintain awareness of the role of an individual Member versus the role of the board when participating in community meetings or events.
- i. **Intergovernmental Relations.** City Council members shall represent positions approved by the Council to the best of their ability when working with legislative bodies, federal or state agencies, the school board, Hennepin County, or other local governmental unit. If an individual City Council member's opinion differs from the City's position, or differs from a matter agreed upon by the full Council, when offering that opinion members shall explicitly state that they do not represent their City Council or the City of Long Lake, nor will they allow the inference that they do. Advisory board members are not authorized to make positional statements on behalf of the City Council and care shall be taken by advisory members when expressing a position to accurately clarify whether such position is that of the individual member or of the board on which the member sits.
- j. **Fair Treatment for Employees.** Members shall not cause City employees to suffer recriminations, abuse, or humiliation for acting in a forthright, proper, honest and candid manner in performing their duties. Members shall treat employees with respect and not attempt to dictate the precise details by which employees perform their duties.
- k. **City Logo.** Members shall not use the City's name or any City logo for personal or private benefit, or for the purpose of endorsing any particular business or political candidate. Members may not modify any City logo in any way.
- l. **Use of Public Property.** No Member shall request or permit the use of City-owned vehicles, equipment, materials or property for personal convenience or profit, except when such items are available to the public generally or are provided by the City for the Member's use while in the conduct of City business.

III. **Compliance and Enforcement**

This Code of Conduct Policy expresses standards of ethical conduct expected by and for Members of the Long Lake City Council and all City advisory boards. Members themselves have the primary responsibility to assure the public that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of their local government. Members agree to hold themselves and each other accountable, and when there is a suspected violation of either the law or this Policy, any Member may file a written complaint with the City Administrator

alleging a violation has occurred. The complaint must contain supporting facts for the allegation. Upon receipt of a written complaint, the City Administrator shall engage the City's legal counsel to review the complaint and offer an advisory opinion or initiate an investigation. The City Council may hold a hearing within 30 days after a written complaint has been received by the City Administrator or upon the Council's own volition. The Member accused must have the opportunity to be heard at any such hearing. If, after a hearing, the City Council finds that a violation of law or standard has occurred or does exist, the Council may censure the member, refer the matter for criminal prosecution, direct the Member not to participate in a decision, or other action as deemed appropriate in consultation with the City's legal counsel.

IV. Policy Subject to Change

This Policy is created at the discretion of the City Council and is subject to change or termination at any time by majority vote of the Long Lake City Council.