



CITY COUNCIL MEETING

August 04, 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 July 15, 2025 City Council Meeting

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

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. Review of Buckhorn Days 2025 - Long Lake Area Chamber of Commerce

[B.](#) 2025 Cleaning and Televising of Sanitary Sewer Districts 2, 3 and 5

[C.](#) Review Working Draft of Ordinance Amending City Code Chapter 16 – Environment, Article IV. Trees to Update Tree Management Standards and Regulations

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

8. Other Business

9. Adjourn

UPCOMING MEETINGS & OTHER DATES OF NOTE

Tuesday, August 5 / Night to Unite

Saturday, August 9 / Corn Days at Church of St. George

Saturday, August 9 (10:00 am - 12:00 noon) / Corn Days Parade

Tuesday, August 19 (5:00 or 5:30 pm) / City Council Work Session

Tuesday, August 19 (6:30 pm) / City Council Meeting



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

CALL TO ORDER

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

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

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

Absent: Council: Todd Newcomer

PLEDGE OF ALLEGIANCE

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

Mayor Miner mentioned that Long Lake had been busy with area 4th of July celebrations as well as Buckhorn Days. He thanked the Long Lake Area Chamber of Commerce and Marty Schneider for their work on the Buckhorn Days events, as well as the Long Lake Waters Association, Orono Lions Club, Wayzata Police, and the Long Lake Fire Department. One of the new things at Buckhorn Days this year was hosting the Long Lake Fire Department's Red Hot Run 5K in conjunction with the event.

Mayor Miner reported that issues with blue-green algae were continuing at Nelson Lakeside Park as well as some other lakes in the area. The City's beach remains closed, but water levels on the lake had subsided and the no wake restriction was no longer in effect.

He also shared that an event the City had just learned about would be held on July 29, 2025 from 1:00 pm to 3:00 pm on the beach in Wayzata. The Wayzata Police Department is sponsoring a new event called 'Sandcastles & Squads'.

APPROVE AGENDA

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

CONSENT AGENDA

The Consent Agenda consisted of the following:

- A. Approve Minutes of July 1, 2025 City Council Work Session
- B. Approve Minutes of July 1, 2025 City Council Meeting
- C. Approve Vendor Claims and Payroll
- D. Adopt Resolution No. 2025-21 Approving a Wage Step Increase for Public Works Maintenance Worker I Matt Fahrman Due to a Satisfactory Performance Review
- E. Adopt Resolution No. 2025-22 Approving Issuance of a Special Event Permit for the Corn Days 5K Run/Walk on August 9, 2025

Councilmember Kvale asked about the letter of credit payment to Ecumen.

Finance Director Nowezki replied that she'd been intending to discuss that in greater detail during her regular agenda item presentation.

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

OPEN CORRESPONDENCE

Bryan Miller, 295 Lakeview Avenue – Mr. Miller stated that he wanted to draw the City's attention to County Road 6, which had recently been repaved by the County and looked good. He recalled that a few weeks ago, the Council had voted to move forward with a project to sealcoat the industrial park streets, but he believed that those streets are in fine shape do not need any maintenance. He displayed a map of the area he lives in and commented that the condition of the streets in his area are worse than a cattle trail and have been neglected for a long time. A friend from MnDOT had told him that the same small stone and oil that Hennepin County had just used for County Road 6 could be used on the roads near his home successfully to buy them a bit more time. He appreciated the time Mayor Miner had put in at the Capitol trying to obtain funding to improve roadways, but this has been a longstanding issue that has been neglected. He has lived in the City for 26 years and voiced his feeling that there had been severe neglect in the Long Lake Heights area since Marv Wurzer retired. He indicated that kicking the can down the road on Lakeview Avenue until 2030 would be unacceptable and suggested that the Council take a drive down the road to see for themselves. He reiterated his suggestion to use the oil and stone treatment to buy time for a future planned road project in 2030. He displayed a picture of a culvert that was half covered and no longer draining properly, as well as a picture of the pond that forms in his backyard where ducks have now been coming to swim for the past few years because the water isn't draining. He observed that the City used to pay attention to these kinds of things in Long Lake Heights, and all of the issues he had mentioned were things that should be the City's responsibility. He encouraged Public Works to go back to paying attention to these kinds of issues and maintenance needs around town.

Councilmember Kvale asked about Lakeview Avenue and Upper Lee Lane and where they were in the City's plans.

Nowezki confirmed that those streets were mentioned during the Council's recent budget discussions, and the Council had asked that they be included as priorities.

Mr. Miller stated that on Wurzer's watch, the City had come and done an oil and small stone overlay project.

City Clerk Moeller noted that part of the issue on Lakeview Avenue was not just the surface, but also the roadbed itself, which was in terrible shape underneath.

Mr. Miller explained that he did not care about the roadbed and suggested that the City move ahead with the oil and stone overlay in order to fill in the gaps on the surface. He expressed his frustration with the lack of caring he has seen from Public Works since Wurzer's departure. He noted that he was comfortable saying that he can speak for everyone who lives on Lakeview Avenue on this issue.

Marty Schneider, Long Lake Area Chamber of Commerce - Moeller indicated that one public comment had been submitted via email from Marty Schneider that he'd asked to be read aloud during the

meeting. She read aloud the statement from Mr. Schneider related to Buckhorn Days and expressing his appreciation to the Council and City staff for their partnership in making it a successful event.

REGULAR BUSINESS

A. Receive 2nd Quarter 2025 Revenues and Expenditures

Nowezki clarified that the item Councilmember Kvale had asked about during the Consent Agenda approval was not included in the 2nd quarter financial information. To answer Councilmember Kvale's earlier question, she stated that Zvago had posted a cash letter of credit deposit when the development began. Staff had worked with the City Engineer to determine what amount of money should remain withheld as collateral until repairs were completed and for the warranty maintenance bond. With that determination made, the City was able to refund the difference in the amount of \$62,000, with \$192,000 retained for completion of repairs and the maintenance bond.

Nowezki moved on to review the 2nd quarter revenues and expenditures reports and summarized that most of the City's funds were currently on budget and ranged between 43% to 56% as of mid-year. She highlighted that two exceptions were the Sewer Fund which is currently at 72.6%, and the Surface Water Fund which is currently at 68.7%. She reviewed details of the 2nd quarter revenues and expenditures reports as of June 30, 2025; and answered Council questions regarding details within the funds, engineering consulting procedures and some proposed changes, future project plans, receipt of the advanced property tax settlement deposit, and how these factors would affect the budget. She encouraged the Council to contact her if they ended up having additional questions once they reviewed this information more thoroughly.

Councilmember Kvale noted that she has walked on Upper Lee Lane and Lakeview Avenue and agreed with Mr. Miller that those roads were a mess.

Nowezki recalled that when Council and staff had discussed the budget at the last Council work session, Upper Lee Lane, Lakeview Avenue, and Central Avenue were identified as priorities and added to the 2026 budget plans.

Councilmember Dyvik stated that the City used to have a map that showed the condition of the City streets.

Moeller indicated that she had been copied on a quote prepared by WSB back in April for updating the Pavement Management Plan (PMP), and had asked City Administrator Weske if the City should spend money to update the PMP or rather prioritize the roads they knew were problems.

Councilmember Dyvik added that he did not think the City needed to update the PMP at this time because they can use their own eyes and observe priority areas. He suggested the PMP be reviewed and prioritization be given to all the roads that were red when the map was put together in 2023. He noted that what was done to County Road 6 was not the oil and rock treatment that Mr. Miller had described, but appeared to asphalt. He stated that doing some type of treatment to the road may make sense if they weren't going to prioritize the streets in red from the PMP.

Councilmember Kvale pointed out that she felt the City also needed to address the culvert issues that Mr. Miller had previously brought to the Council's attention.

Weske mentioned that people need to understand that the road will be wider and will have curb and gutter, which means residents will lose some of their perceived front yard area.

Councilmember Dyvik asked if the roadway had to be wider and have curb and gutter.

Weske replied stated that if the road wasn't widened, it would not meet City standards.

The Council listed off various streets throughout the City that did not meet City standards.

Councilmember Dyvik commented that he would like to know the price difference between putting in curb and gutter versus not doing so, because if the price difference was double, he felt the City should consider moving forward with the lower cost option.

Councilmember Kvale suggested that the Council may want to take a field trip to this area to take a look at the existing conditions and how things may change with the road specifications as described by Administrator Weske.

Councilmember Dyvik questioned when the City may be able to realistically tackle this road project.

Weske answered that it would depend on their priorities and whether the City would tackle I/I projects or road replacement, because they will both cost a lot of money.

Council and staff discussed budget implications of projects, full street reconstruction needs, the City's assessment policy, franchise fees, cell tower revenue, and the possibility of bonding for whole projects to be able to do things right the first time. They discussed what staff had learned from televising the sewer lines in Sanitary Sewer District 4 and what was needed for lining the City lines, as well as how residents could be encouraged to line their portion of the lines as well.

Nowezki noted that the plan was for sewer televising information to be on the next Council agenda for more detailed discussion.

Moeller added that staff would like to show the Council a few of the videos that had been captured from the recent televising project to help highlight the importance of televising the other districts.

Councilmember Kvale asked how much it would cost for residents to line their private lines.

Moeller noted that the City had just issued a permit for the lining of a private sewer line and offered to take a moment and obtain that information for the Council.

Mayor Miner stated that he felt the Council was supportive of staff moving forward with some of the ideas that have been raised and bringing more information back to the Council. He reflected that if staff felt it would be beneficial to schedule a 'walking' work session for some of the projects, he was open to that idea.

A motion was made by Feldmann, seconded by Kvale, to receive the 2nd Quarter 2025 Revenues and Expenditures as of June 30, 2025. Ayes: all.

Moeller returned to the meeting and stated that the permit recent issued had been for 76 feet of sewer lining, and the project quote listed on the permit application was \$7,445.

Nowezki mentioned that staff had discussed exploring ways to perhaps get residents a better deal if they agree to do their lining as part of the City's project.

Weske noted that there was some discussion about putting a package together with information about grants that are available for private residential services.

B. Lease Between the City and the Lake Minnetonka Communications Commission for Use of Office Space in the City's Public Works Building

Weske reminded the Council that they had initially approved a lease between the LMCC and the City for rental of office space at the Public Works building in January of 2024, but plans to sell their existing building had fallen through. Progress has been made now with the sale of their building, so they were once again looking to lease this space.

Jim Lundberg, Lake Minnetonka Communications Commission (LMCC), reviewed the background on their previous building sale negotiations that had fallen through. He indicated that the LMCC is in the process of reviewing and signing purchase agreement paperwork, and which should be completed by early next week. He stated that he would like to get things squared away with the City regarding the office space lease so they could get the construction crew to the Public Works building to begin making the necessary changes to the space. He shared that they would like to be able to move into the space between November 1 and 15, and briefly described the changes that the LMCC had made to their business model that will go into effect at the end of 2025.

The Council discussed the rent amount agreed to in 2024, whether it should begin at the same rate, the built-in 5% escalation fee, and the value being added to the building from the work LMCC would be doing.

Councilmember Kvale noted that she would be abstaining from voting on this agenda item because she also currently serves on the LMCC Executive Committee.

A motion was made by Feldmann, seconded by Dyvik, to approve a contract lease between the City of Long Lake and the Lake Minnetonka Communications Commission (LMCC) to allow the LMCC to rent office space in the Public Works building located at 2145 Daniels Street, and to authorize the City Administrator to execute said contract. Ayes: Feldmann, Dyvik, and Miner. Abstained: Kvale. Motion carried.

Mayor Miner asked if Mr. Lundberg had any updates regarding Midco.

Mr. Lundberg shared a brief Powerpoint presentation about the LMCC and what they do for the communities that are part of the Joint Powers Agreement. He gave an update on when Midco would be coming into different areas throughout the member cities. He reviewed the effect that cord-cutting has had on the LMCC's funding over the last 10 years and shared more details of changes they'd be making to their business model to address the decrease in funding, including his own retirement later in the year.

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

Mayor Miner indicated that there was nothing significant to report other than that they were continuing to have good dialogue with the City of Orono regarding a proposed Joint Powers Agreement. He stated that the two Fire Departments were working well together.

Councilmember Dyvik recalled that the Fire Advisory Board had met last week, and Chief Heiland had also communicated that the two departments were working well together.

OTHER BUSINESS

Corn Days Parade Contact - Moeller asked the Council if a member would be willing to be the primary contact name for the entry form that will be turned in for the Corn Days Parade. Councilmember Dyvik volunteered to be the primary contact for the Corn Days parade. Moeller advised that she would post a quorum notice for the Corn Days Parade to enable Councilmembers to participate.

Food Truck(s) at City Property - Mayor Miner asked about the food truck that had been planning to set up on the former BP site. Moeller responded that the food truck operator had paid for their permit but appeared to have gone elsewhere, possibly because the site did not have readily accessible electricity for them to plug into. Councilmember Dyvik questioned how difficult it would be to make electricity available on the site. Moeller stated that staff had found out that it would be upwards of \$5,000 to install electricity at the property. She reflected that what she found in her research was that the things that attract food trucks were available electricity, tables for people to sit and eat, parking, and refuse containers that the food truck would not have to haul in and out. Mayor Miner wondered if EDA funds could be used to run the electric service to the site. Moeller believed that the idea was not a closed door, but staff had been weighing the cost of improvements against the interest level in the site. Councilmember Dyvik noted that if the City builds it, he thinks trucks would come. He stated that he liked the idea of having a few picnic tables there for people to use. Nowezki added that they would also need to consider where the electricity would be so the install location would make sense even when a food truck was not there; and observed that if the plan was to use the space for something temporary, it should look temporary to avoid the perception later that the City was taking it away for development.

Upcoming Meeting Schedule - Mayor Miner reminded the Council that their next meeting would be on Monday, August 4, and Night to Unite would be on Tuesday, August 5.

ADJOURN

Hearing no objection, Mayor Miner adjourned the meeting by general consent at 8:28 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 / August 4, 2025

SUBJECT: Approve Vendor Claims and Payroll

Prepared By: Amanda Nowezki, Finance Director

Report Date: 7/30/2025

Recommended City Council Action

Staff recommends the following:

Motion to approve vendor claims paid in the amount of \$106,183.21 and electronic vendor payments in the amount of \$5,226.94 for a total amount of **\$111,410.15**; and gross City Employee payroll paid July 24 in the amount of **\$29,534.90**.

Overview / Background

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

Supporting Information

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



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*Check Summary Register©

Checks 71357-71403

Name	Check Date	Check Amt	
10100 GENERAL FUND CASH			
71357 ALEX AIR APPARATUS 2, LLC	7/16/2025	\$624.56	FD Air Compressor Service- Replace Low Pres
71358 BIFFS, INC.	7/16/2025	\$1,017.00	Biff Rental 6/11/25-7/8/25 - Nelson Lakeside P
71359 CROWN COLLEGE	7/16/2025	\$300.00	EMR Training - S. Warner
71360 HAWKINS INC	7/16/2025	\$4,447.04	Water Chemicals - 240 Gal
71361 HEALTHPTNR-GROUP HLTH	7/16/2025	\$67.20	FD EAP-July 2025
71362 HENNEPIN CTY INFO. TECH. DE	7/16/2025	\$1,930.22	FD Radio Lease Fees-June 2025
71363 Kodiak Power Solutions LLC	7/16/2025	\$700.00	FD2 Service Call-Found Actuator Coil had shor
71364 MACQUEEN	7/16/2025	\$1,665.65	FD-Mounts for the New U-11
71365 MARTIN MARIETTA MATERIALS	7/16/2025	\$202.53	PW Streets-Hot Mix
71366 MEDICA	7/16/2025	\$4,921.26	MEDICAL INS - Aug 2025
71367 MINNWEST BANK	7/16/2025	\$19,897.54	TIF 1-9 Payment - 90% of May Tax Settlement
71368 MN VALLEY TESTING LAB	7/16/2025	\$54.96	Monthly Chlorine Report
71369 Premium Waters, Inc.	7/16/2025	\$4.38	Bottled Water - July 2025
71370 MN LIFE INSURANCE CO	7/16/2025	\$23.20	LIFE INS - Aug 2025
71371 SUTTONS ADVANCED CLEANIN	7/16/2025	\$1,202.17	FD1 Cleaning Services - July 2025
71372 TIMESAVER OFF SITE	7/16/2025	\$425.00	07/01/25 City Council Meeting Minutes
71373 WASTE MANAGEMENT	7/16/2025	\$6,177.57	Residential Recycling Services-July 2025
71374 XCEL ENERGY	7/16/2025	\$1,975.74	Street Lights - Act #5156925594 (06/03/25-07/
71375 XCEL ENERGY	7/16/2025	\$7,219.60	Steet Lights (05/22/25-06/23/25) - 450 Virginin
71376 BOUND TREE MEDICAL, LLC.	7/25/2025	\$129.07	FD Medical Supplies-Hand Wipes
71377 CITY OF WAYZATA	7/25/2025	\$28,497.00	Police Services - Aug 2025
71378 COLONIAL LIFE	7/25/2025	\$359.92	Optional Adl Insurance - Aug 2025
71379 DELTA DENTAL	7/25/2025	\$410.88	Dental Insurance - Aug 2025
71380 FERGUSON WATERWORKS	7/25/2025	\$158.88	PW-Water Meter Back Plates (x6)
71381 HENNEPIN TECHNICAL COLLEG	7/25/2025	\$1,800.00	Fire Apparatus Operator- P. Morse, A. Riewert
71382 LARKIN HOFFMAN	7/25/2025	\$147.00	FD CONTRACT DISPUTE W/ORONO - June 2
71383 MEDIACOM	7/25/2025	\$206.49	CH Internet Services - (07/26/25-08/25/25)
71384 NAVARRE MINNOCO	7/25/2025	\$55.62	FD FUEL - June 2025
71385 ODP Business Solutions, LLC	7/25/2025	\$410.53	CH Office Supplies - Toilet Paper
71386 PROLAWS	7/25/2025	\$417.00	Seasonal Lawn Care Application Program - Ste
71387 AMANDA STRAKA	7/25/2025	\$109.57	Exp Reimb - Food for Light Staffed Engine Trai
71388 WATER TOWER CLEAN AND CO	7/25/2025	\$8,500.00	Water Tower Cleaning
71389 WHELEN ENGINEERING CO	7/25/2025	\$1,800.00	Whelen Cloud Advanced Warning Service (1ye
71390 WOYCHICK, TED J.	7/25/2025	\$15.57	Exp Reimb - Training House Hornet & Wasp Ki
71395 ABDO LLP	7/30/2025	\$1,700.00	Annual TIF Reporting
71396 CENTERPOINT ENERGY	7/30/2025	\$25.33	Gas Charges - 25 Apple Glen Rd (06/19/25-7/2
71397 CITY OF ORONO	7/30/2025	\$123.75	FD Tahoe Air Filter and Oil Change
71398 LONG LAKE CHAMBER OF COM	7/30/2025	\$75.00	Annual Corn Days Parade Entry Fee
71399 MADISON NATIONAL LIFE	7/30/2025	\$131.20	STD Insurance - Aug 2025
71400 Platform Science	7/30/2025	\$206.50	FD Dashcam Basic Bundle (Pmt 23 of 36)
71401 Telemetry and Process Controls	7/30/2025	\$1,146.71	Move SCADA antenna to a new spot on the wa
71402 TRI-STATE PUMP & CONTROL, I	7/30/2025	\$6,875.33	Watertown Lift Station Repairs- Pump will not r
71403 XCEL ENERGY	7/30/2025	\$26.24	Steet Lights - 1070 W Wayzata Blvd
Total Checks		\$106,183.21	



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*Check Detail Register©

Checks 71357-71403

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
71357	07/16/25	ALEX AIR APPARATUS 2, LLC			
E 205-42281-2215		SCBA Equipment Parts	\$624.56	9791	FD Air Compressor Service- Replace Low Pressure Air Regulator
		Total	\$624.56		
71358	07/16/25	BIFFS, INC.			
E 101-45200-3880		Portable Toilet Rental	\$95.00	INV256536	Biff Rental 6/11/25-7/8/25 - Holbrook Park
E 101-45200-3880		Portable Toilet Rental	\$265.00	INV256536	Biff Rental 6/11/25-7/8/25 - Nelson Lakeside Park
E 101-45200-3880		Portable Toilet Rental	\$95.00	INV256536	Biff Rental 6/11/25-7/8/25 - Hardin Park
E 101-45200-3880		Portable Toilet Rental	\$95.00	INV256536	Biff Rental 6/11/25-7/8/25 - Dexter Park
E 225-49000-4905		Buckhorn Days	\$467.00	INV258599	Buckhorn Days Biff Rentals
		Total	\$1,017.00		
71359	07/16/25	CROWN COLLEGE			
E 205-42280-3350		Education / Conferences	\$300.00	95	EMR Training - S. Warner
		Total	\$300.00		
71360	07/16/25	HAWKINS INC			
E 601-49400-2160		Chemicals and Chem Pro	\$4,417.04	7129269	Water Chemicals - 240 Gal
E 601-49400-2160		Chemicals and Chem Pro	\$30.00	7131671	Water Chemicals - Chlorine Cylinder
		Total	\$4,447.04		
71361	07/16/25	HEALTHPTNR-GROUP HLTH			
E 205-42280-1310		Employer Paid Health	\$67.20	7113051	FD EAP-July 2025
		Total	\$67.20		
71362	07/16/25	HENNEPIN CTY INFO. TECH. DEPT			
E 101-41942-3235		Cty 800mhz Radio Admin	\$87.39	1000248571	PW Radio Fees-June 2025
E 205-42281-3285		Radio Lease	\$458.72	1000248611	FD Radio Lease Fees-June 2025
E 205-42281-3235		Cty 800mhz Radio Admin	\$1,384.11	1000248611	FD Radio Fees-June 2025
		Total	\$1,930.22		
71363	07/16/25	Kodiak Power Solutions LLC			
E 205-42286-4010		Bldg Maint & Repairs	\$700.00	20391252	FD2 Service Call-Found Actuator Coil had shorted out-repair parts ordered
		Total	\$700.00		
71364	07/16/25	MACQUEEN			
E 205-42281-4030		Light Truck Maint & Repair	\$1,665.65	P51533	FD-Mounts for the New U-11
		Total	\$1,665.65		
71365	07/16/25	MARTIN MARIETTA MATERIALS			
E 101-43100-2240		Street Maint Materials	\$55.97	46085908	PW Streets-Hot Mix
E 101-43100-2240		Street Maint Materials	\$146.56	46386466	PW Streets-Hot Mix
		Total	\$202.53		
71366	07/16/25	MEDICA			
E 101-41500-1310		Employer Paid Health	\$1,021.72	88510660845	MEDICAL INS - Aug 2025
E 101-43050-1310		Employer Paid Health	\$1,452.02	88510660845	MEDICAL INS - Aug 2025
E 601-49400-1310		Employer Paid Health	\$580.80	88510660845	MEDICAL INS - Aug 2025
E 602-49450-1310		Employer Paid Health	\$435.61	88510660845	MEDICAL INS - Aug 2025



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*Check Detail Register©

Checks 71357-71403

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 603-43150-1310		Employer Paid Health	\$435.61	88510660845	MEDICAL INS - Aug 2025
G 101-21706		FlexPlan - Ins Prem	\$995.50	88510660845	MEDICAL INS - Aug 2025
		Total	\$4,921.26		
71367	07/16/25	MINNWEST BANK			
E 380-47090-3055		Developer TIF Note Paym	\$19,897.54	070725	TIF 1-9 Payment - 90% of May Tax Settlement (Less Feb Overpayment)
		Total	\$19,897.54		
71368	07/16/25	MN VALLEY TESTING LAB			
E 601-49400-3825		Water Testing Expense	\$54.96	1313818	Monthly Chlorine Report
		Total	\$54.96		
71369	07/16/25	Premium Waters, Inc.			
E 101-41500-4145		Bottled Water Service	\$4.38	614689-06-25	Bottled Water - July 2025
		Total	\$4.38		
71370	07/16/25	MN LIFE INSURANCE CO			
E 101-41500-1310		Employer Paid Health	\$8.10	51950033	LIFE INS - Aug 2025
E 205-42280-1310		Employer Paid Health	\$2.70	51950033	LIFE INS - Aug 2025
E 101-43050-1310		Employer Paid Health	\$5.40	51950033	LIFE INS - Aug 2025
E 601-49400-1310		Employer Paid Health	\$2.16	51950033	LIFE INS - Aug 2025
E 602-49450-1310		Employer Paid Health	\$1.62	51950033	LIFE INS - Aug 2025
E 603-43150-1310		Employer Paid Health	\$1.62	51950033	LIFE INS - Aug 2025
G 101-21710		Other Deductions	\$1.60	51950033	LIFE INS - Aug 2025
		Total	\$23.20		
71371	07/16/25	SUTTONS ADVANCED CLEANING SRV			
E 101-41940-3840		Custodial & Waste Remov	\$290.00	7688	CH Cleaning Services - July 2025
E 205-42282-3840		Custodial & Waste Remov	\$619.67	7689	FD1 Cleaning Services - July 2025
E 205-42286-3840		Custodial & Waste Remov	\$292.50	7690	FD2 Cleaning Services - July 2025
		Total	\$1,202.17		
71372	07/16/25	TIMESAVER OFF SITE			
E 101-41500-3000		Professional Svcs	\$253.00	30745	07/01/25 City Council Meeting Minutes
E 205-42280-3000		Professional Svcs	\$172.00	30746	07/09/25 Fire Advisory Board Meeting Minutes
		Total	\$425.00		
71373	07/16/25	WASTE MANAGEMENT			
E 604-43200-3890		Res Curb Recycling	\$3,698.83	8110923-159	Residential Recycling Services-July 2025
E 604-43200-3895		Res Organic Recycling	\$2,478.74	8110923-159	Organics Recycling Services-July 2025
		Total	\$6,177.57		
71374	07/16/25	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$1,975.74	934514018	Street Lights - Act #5156925594 (06/03/25- 07/02/25)
		Total	\$1,975.74		
71375	07/16/25	XCEL ENERGY			
E 101-41940-3810		Electricity Expense	\$149.64	934650603	Steet Lights (05/22/25-06/23/25) - 450 Virginina Ave
E 205-42282-3810		Electricity Expense	\$907.31	934650603	Steet Lights (05/22/25-06/23/25) - 340 N Willow Dr



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Checks 71357-71403

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 205-42286-3810		Electricity Expense	\$191.43	934650603	Steet Lights (05/22/25-06/23/25) - 3770 Shoreline Dr
E 101-41942-3810		Electricity Expense	\$926.78	934650603	Steet Lights (05/22/25-06/23/25) - 2145 Daniels St
E 101-43100-3815		Street Lighting Maint/Elect	\$263.31	934650603	Steet Lights (05/22/25-06/23/25) - Street Lights
E 101-45200-3810		Electricity Expense	\$456.00	934650603	Steet Lights (05/22/25-06/23/25) - Parks
E 601-49400-3810		Electricity Expense	\$3,785.53	934650603	Steet Lights (05/22/25-06/23/25) - WTR
E 602-49450-3810		Electricity Expense	\$539.60	934650603	Steet Lights (05/22/25-06/23/25) - SWR
Total			\$7,219.60		
71376	07/25/25	BOUND TREE MEDICAL, LLC.			
E 205-42281-2190		Medical Supplies	\$69.30	85848332	FD Medical Supplies-NPA Kit
E 205-42281-2190		Medical Supplies	\$59.77	85848333	FD Medical Supplies-Hand Wipes
Total			\$129.07		
71377	07/25/25	CITY OF WAYZATA			
E 101-42110-3130		Subcontracted Police Svc	\$28,497.00	072425	Police Services - Aug 2025
Total			\$28,497.00		
71378	07/25/25	COLONIAL LIFE			
G 101-21710		Other Deductions	\$359.92	43698310801	Optional Adl Insurance - Aug 2025
Total			\$359.92		
71379	07/25/25	DELTA DENTAL			
E 101-41500-1310		Employer Paid Health	\$78.10	RIS00065149	Dental Insurance - Aug 2025
E 101-43050-1310		Employer Paid Health	\$128.75	RIS00065149	Dental Insurance - Aug 2025
E 601-49400-1310		Employer Paid Health	\$51.50	RIS00065149	Dental Insurance - Aug 2025
E 602-49450-1310		Employer Paid Health	\$38.62	RIS00065149	Dental Insurance - Aug 2025
E 603-43150-1310		Employer Paid Health	\$38.62	RIS00065149	Dental Insurance - Aug 2025
G 101-21706		FlexPlan - Ins Prem	\$75.29	RIS00065149	Dental Insurance - Aug 2025
Total			\$410.88		
71380	07/25/25	FERGUSON WATERWORKS			
E 601-49400-2210		Equipment Parts	\$158.88	0548213	PW-Water Meter Back Plates (x6)
Total			\$158.88		
71381	07/25/25	HENNEPIN TECHNICAL COLLEGE			
E 205-42281-3080		Training	\$1,800.00	071725	Fire Apparatus Operator- P. Morse, A. Riewerts, A. Straka
Total			\$1,800.00		
71382	07/25/25	LARKIN HOFFMAN			
E 101-42110-3120		Legal Fees - Civil	\$147.00	860610	FD CONTRACT DISPUTE W/ORONO - June 2025
Total			\$147.00		
71383	07/25/25	MEDIACOM			
E 101-41940-3275		Internet Access (Mediaco	\$98.25	90091308-07	CH Internet Services - (07/26/25-08/25/25)
E 101-41942-3275		Internet Access (Mediaco	\$108.24	90091316-07	PW Internet Services - (07/26/25-08/25/25)
Total			\$206.49		
71384	07/25/25	NAVARRE MINNOCO			
E 205-42281-2120		Motor Fuels	\$55.62	071525	FD FUEL - June 2025



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Checks 71357-71403

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
Total			\$55.62		
71385	07/25/25	ODP Business Solutions, LLC			
E 101-41940-3840		Custodial & Waste Remov	\$41.89	42841387800	CH Office Supplies - Trash Bags
E 101-41500-2010		Office Supplies	\$51.85	42841387800	CH Office Supplies - Plates and Bowls
E 101-41940-3840		Custodial & Waste Remov	\$31.83	42843865700	CH Office Supplies - Toilet Paper
E 101-41940-3840		Custodial & Waste Remov	\$38.63	42843866100	CH Office Supplies - Paper Towels
E 101-43050-2010		Office Supplies	\$63.49	42843866100	PW Office Supplies - Paper
E 101-41500-2010		Office Supplies	\$182.84	42843866100	CH Office Supplies - Paper, Pens, Address Labels, Tape, Envelopes
Total			\$410.53		
71386	07/25/25	PROLAWNS			
E 205-42282-3845		Lawn & Turf Maintenance	\$417.00	51639	Seasonal Lawn Care Application Program - Step 2-4
Total			\$417.00		
71387	07/25/25	AMANDA STRAKA			
E 205-42280-2080		Training/Instruct Materials	\$109.57	071625	Exp Reimb - Food for Light Staffed Engine Training Weekend
Total			\$109.57		
71388	07/25/25	WATER TOWER CLEAN AND COAT			
E 601-49400-4040		Equip Maint & Repair	\$8,500.00	5707	Water Tower Cleaning
Total			\$8,500.00		
71389	07/25/25	WHELEN ENGINEERING CO			
E 205-42281-3225		Truck Communication Ser	\$1,800.00	WCP202527	Whelen Cloud Advanced Warning Service (1year)
Total			\$1,800.00		
71390	07/25/25	WOYCHICK, TED J.			
E 205-42280-2080		Training/Instruct Materials	\$15.57	071925	Exp Reimb - Training House Hornet & Wasp Killer
Total			\$15.57		
71395	07/30/25	ABDO LLP			
E 380-47090-3000		Professional Srvs	\$850.00	509602	Annual TIF Reporting
E 385-47060-3000		Professional Srvs	\$850.00	509602	Annual TIF Reporting
Total			\$1,700.00		
71396	07/30/25	CENTERPOINT ENERGY			
E 602-49450-3830		Natural Gas Expense	\$25.33	106679608-0	Gas Charges - 25 Apple Glen Rd (06/19/25-7/21/25)
Total			\$25.33		
71397	07/30/25	CITY OF ORONO			
E 205-42281-4030		Light Truck Maint & Repair	\$123.75	20142628	FD Tahoe Air Filter and Oil Change
Total			\$123.75		
71398	07/30/25	LONG LAKE CHAMBER OF COMMERCE			
E 205-42280-4300		Miscellaneous	\$37.50	080525	Annual Corn Days Parade Entry Fee
E 101-41110-4300		Miscellaneous	\$37.50	080525	Annual Corn Days Parade Entry Fee
Total			\$75.00		
71399	07/30/25	MADISON NATIONAL LIFE			



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Checks 71357-71403

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41500-1310		Employer Paid Health	\$49.20	1707921	STD Insurance - Aug 2025
E 205-42280-1310		Employer Paid Health	\$16.40	1707921	STD Insurance - Aug 2025
E 101-43050-1310		Employer Paid Health	\$32.80	1707921	STD Insurance - Aug 2025
E 601-49400-1310		Employer Paid Health	\$13.12	1707921	STD Insurance - Aug 2025
E 602-49450-1310		Employer Paid Health	\$9.84	1707921	STD Insurance - Aug 2025
E 603-43150-1310		Employer Paid Health	\$9.84	1707921	STD Insurance - Aug 2025
Total			\$131.20		
71400	07/30/25	Platform Science			
E 205-42281-3225		Truck Communication Ser	\$206.50	30089264089	FD Dashcam Basic Bundle (Pmt 23 of 36)
Total			\$206.50		
71401	07/30/25	Telemetry and Process Controls, Inc			
E 601-49400-3000		Professional Srvs	\$1,146.71	117708	Move SCADA antenna to a new spot on the water tower
Total			\$1,146.71		
71402	07/30/25	TRI-STATE PUMP & CONTROL, INC.			
E 602-49450-3000		Professional Srvs	\$2,992.00	445954	Watertown Lift Station Repairs- Pump will not run, floats need replacement
E 602-49450-2210		Equipment Parts	\$3,883.33	445980	Apple Glen & Watertown Rd Lift Station Parts Replacement
Total			\$6,875.33		
71403	07/30/25	XCEL ENERGY			
E 101-43100-3815		Street Lighting Maint/Elect	\$26.24	937213197	Steet Lights - 1070 W Wayzata Blvd
Total			\$26.24		
10100			\$106,183.21		

Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$38,691.93
205 FIRE DEPARTMENT	\$12,096.83
225 CHARITABLE GAMBLING	\$467.00
380 TAX INCREMENT # 1-9	\$20,747.54
385 TAX INCREMENT # 1-6	\$850.00
601 WATER FUND	\$18,740.70
602 SANITARY SEWER FUND	\$7,925.95
603 SURFACE WATER MGMT FUND	\$485.69
604 RECYCLING FUND	\$6,177.57
	\$106,183.21



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Checks 3243, 3248-3249

Name		Check Date	Check Amt	
10100 GENERAL FUND CASH				
3243e	MN DEPT OF REVENUE	7/11/2025	\$757.00	June 2025 Sales Tax
3248e	SPEEDWAY LLC	7/24/2025	\$2,264.55	Fuel - July 2025
3249e	USBANK CREDIT CARD	7/25/2025	\$2,205.39	July Credit Card Statement
Total Checks			\$5,226.94	



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Checks 3243, 3248-3249

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 GENERAL FUND CASH					
3243 e	07/11/25	MN DEPT OF REVENUE			
G 601-20801		Sales Tax Payable	\$757.00	063025	June 2025 Sales Tax
		Total	\$757.00		
3248 e	07/24/25	SPEEDWAY LLC			
E 205-42281-2120		Motor Fuels	\$1,061.32	106212450	FD Fuel - July 2025
E 101-43000-2120		Motor Fuels	\$1,203.23	106212450	Fuel - July 2025
		Total	\$2,264.55		
3249 e	07/25/25	USBANK CREDIT CARD			
E 101-45200-2230		Bldg & Grnds Maint Suppli	\$119.68	072525	PW-Home Depot; 2x10 Lumber
E 101-43050-4170		Uniforms	\$196.67	072525	PW-Amazon; Sean Work Boots
E 101-45200-2230		Bldg & Grnds Maint Suppli	\$133.97	072525	PW-Ace; Flags
E 101-45200-2400		Small Tools and Minor Eq	\$169.36	072525	PW-Ace; Weed Trimmer
E 101-43050-4170		Uniforms	\$93.94	072525	PW-Ace; Gloves and Safety Glasses
E 101-43000-2150		Shop Supplies	\$41.99	072525	PW-Ace; Steel Tamper
E 101-45200-2400		Small Tools and Minor Eq	\$59.98	072525	PW-Ace; Rake
E 601-49400-3220		Postage	\$16.55	072525	PW-USPS
E 101-45200-2230		Bldg & Grnds Maint Suppli	\$97.96	072525	PW; Ace; Shovel and Rake
E 205-42281-4030		Light Truck Maint & Repair	\$57.77	072525	FD-Youngstedts; Car Wash
E 205-42281-2120		Motor Fuels	\$240.46	072525	FD-Your Boat Club; Boat Fuel
E 205-42280-4330		Dues and Subscriptions	\$14.99	072525	FD-Amazon; Prime
E 205-42280-3090		Software Support	\$10.83	072525	FD-Microsoft; 365
E 205-42281-2080		Training/Instruct Materials	\$49.94	072525	FD-Lunds; Food for Light Staffed Engine Training Weekend
E 205-42281-2080		Training/Instruct Materials	\$143.42	072525	FD-Domino's Lunds; Food for Light Staffed Engine Training Weekend
E 205-42286-3840		Custodial & Waste Remov	\$8.30	072525	FD-Amazon; Trashbags
E 205-42281-2120		Motor Fuels	\$64.06	072525	FD-Lakeshore Market; Fuel
E 205-42282-3840		Custodial & Waste Remov	\$40.99	072525	FD-Amazon; Paper Towels
E 205-42280-2010		Office Supplies	\$32.98	072525	FD-Amazon; Markers
E 205-42286-3840		Custodial & Waste Remov	\$34.74	072525	FD-Amazon; TP
E 205-42280-2010		Office Supplies	\$15.34	072525	FD-Amazon; Stapler
E 205-42282-3840		Custodial & Waste Remov	\$69.68	072525	FD-Amazon; TP
E 101-41500-3090		Software Support	\$132.00	072525	CH-Google; Company Emails
E 101-41110-4300		Miscellaneous	\$12.69	072525	CH-Amazon; Mic for Council Chambers
E 101-41500-3220		Postage	\$10.10	072525	CH-USPS; Tracking for Ecumer LOC Check
E 101-43050-4050		Office Equip Repair/Maint	\$154.59	072525	PW-Amazon; Punch Clock
E 101-41500-4300		Miscellaneous	\$99.99	072525	CH-Amazon; DISPUTED CHARGE
E 101-41940-3210		Telephone	\$61.81	072525	CH-Nextivia VOIP Phone Service
E 101-41942-3210		Telephone	\$20.61	072525	PW-Nextivia VOIP Phone Service
		Total	\$2,205.39		
10100			\$5,226.94		



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Checks 3243, 3248-3249

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
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Fund Summary

10100 GENERAL FUND CASH

101 GENERAL FUND	\$2,608.57
205 FIRE DEPARTMENT	\$1,844.82
601 WATER FUND	\$773.55
	\$5,226.94



LONG LAKE, MN

Payroll Summary

Pay Group: 01 Bi-Weekly
Check Date: 7/24/2025 per. 15

Employee	Gross Wage	Federal Gross	State Gross	Federal Tax	State Tax	Local Tax	Social Security	Medicare	Retire	Tax Sheltered	Voluntary	Tips	Reimb.	Net
000000287 DECKER JR, MICHAEL	2,324.80	2,174.99	2,174.99	207.59	117.84		144.14	33.71	149.81		0.74			1,670.97
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
000000300 DYVIK, FINN	435.01	435.01	435.01		13.91		26.97	6.31						387.82
000000295 FAHRMAN, MATTHEW	2,537.03	2,057.72	2,057.72	149.66	80.66		137.72	32.21	163.61	315.70	105.46			1,552.01
000000288 FELDMANN, TYSE	848.80	848.80	848.80	27.19	36.05		52.63	12.31						720.62
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	2,526.48	2,363.56	2,363.56	205.22	130.66		156.64	36.63	162.92					1,834.41
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	3,031.14	3,031.14	325.72	142.16		206.38	48.27	297.59	17.03	33.61			2,275.00
000000214 WESKE, SCOTT	5,055.39	4,722.78	4,722.78	805.49	295.63		311.98	72.96	309.22	23.39				3,236.72

941 Deposit

Federal Tax	\$3,009.28
Medicare	\$841.02
Social Security	\$2,965.72
Advanced EIC	None
Total Deposit	\$6,816.02

Pay Summary

Gross	29,534.90
Federal Gross	26,912.20
State Gross	26,912.20
FICA Gross	23,917.14

Tax Summary

Federal Tax	3,009.28	
State Tax	1,412.26	
Local Tax		
FICA Ded/Ben	1,482.86	1,482.86
Medicare Ded/Ben	420.51	420.51

Others

Retirement	2,088.07
Tax-Sheltered	534.63
Voluntary	139.81
Tips	0.00
Reimbursement	0.00
Net	20,447.48



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / August 4, 2025

SUBJECT: 2025 Cleaning and Televising of Sanitary Sewer Districts 2, 3 and 5

Prepared By: Sean Diercks, Public Works Director

Report Date: 7/29/2025

Recommended City Council Action

Staff recommends the following:

Consider a motion to approve the 2025 Sanitary Sewer Cleaning and Televising Project for Sanitary Sewer Districts 2, 3, and 5 to Hydro Klean, LLC of Des Moines, IA at an anticipated cost of **\$72,956.29**.

Hydro Klean, LLC has a local office located in Maple Grove, MN.

Please Note: Final billing will be based on actual footage cleaned and televised plus any additional cost of any root or mineral deposit cutting.

Overview / Background

Sanitary Sewer District 2:

Is the area south of HWY 12 from Brown Rd to Meadow Lane, and also serves portions of the City of Orono that also flow to the Apple Glen Lift Station. District 2 contains approximately 17,450 linear feet of various size pipe. Purely residential services. (Please see attached Map). Combination of force main and gravity flows.

Sanitary Sewer District 3:

Is the area comprised of the Long Lake Business or (Downtown) area from Virginia Ave to Martha Lane all north of Wayzata Blvd. This district used to have a lift station at the Nelson Lake side Park that was removed 20 plus years ago and converted to all gravity flow. Portions of this district have seen new sewer line reconstruction from various road/building projects over the years, yet in other areas in the district remain old original sanitary sewer lines. District #3 contains approximately 9,450 linear feet of various size pipe. Contains a variety of commercial, higher density residential, and residential services. (Please see attached map).

Sanitary Sewer District 5:

Is the area comprised of the Long Lake Industrial Park south of Wayzata Blvd from Virginia Ave to West Industrial Ave. This district is the most modern of the districts with having full scale sewer recons of the last 20 to 25 years due to reconfiguring the Industrial Park after Long Lake Tractor dissolved and property was sold off and redeveloped. District 5 contains approximately 14,200 linear ft of various size pipe. Purely industrial, and commercial services. All gravity flow. (Please see attached map).

The city of Long Lake Public Works reached out to Pipe Services Corp. and Hydro Klean, LLC to see if they were interested in providing quotes for the work of jetting and televising these 3 sanitary sewer districts with a combined footage of approximately 41,100 liner feet. Both vendors provided quotes for the services.

1. Pipe Services Corporation of Shakopee, Minnesota supplied a quote for the jetting and televising services of combined total footage of 41,077 linear feet of various size pipe in Sanitary Sewer Districts 2, 3, and 5 in the amount of **\$79,828.21**.
2. Hydro Klean, LLC of Des Moines, IA supplied a quote for the jetting and televising services of combined total footage of 41,077 linear feet of various size pipe in Sanitary Sewer Districts 2, 3, and 5 in the amount of **\$72,956.29**.

Both vendors have worked in the city before and do good work.

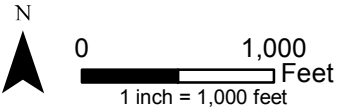
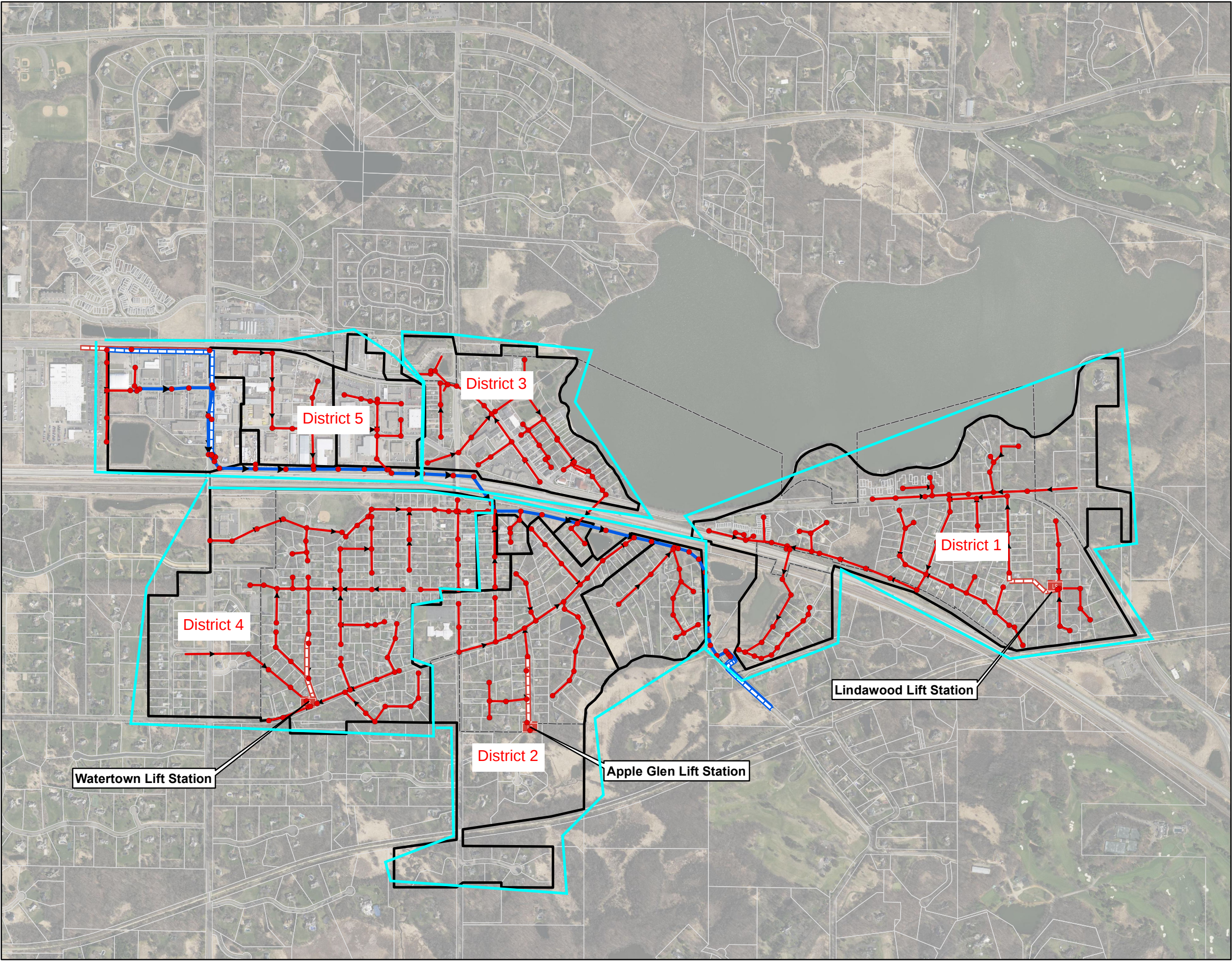
Supporting Information

- 2025 Sanitary Sewer Districts Map
- Submitted 2025 District 2, 3, and 5 cleaning and televising quotes
- Sanitary sewer districts footage spreadsheet



Figure 1
Sanitary Sewer Districts
2019 Inflow & Infiltration Monitoring
City of Long Lake, MN

- Legend**
- Sanitary Sewer District
 - Manhole
 - Lift Station
 - Gravity Main
 - Forcemain
 - MCES Gravity Main
 - MCES Forcemain
 - City Boundary





Hydro-Klean, LLC
333 NW 49th Place
Des Moines, IA, 50313
Phone: 515-283-0500

Quote

Quote Nbr.: PQ006459
Order Date: 07/23/2025
Valid Until: 10/21/2025
Sales Person: Jake Nanti
Customer ID: 104616
Payment Terms: Due Upon Receipt

Job Site:	Bill to:
City of Long Lake, MN 450 Virginia Avenue Long Lake MN 55356 United States of America	City of Long Lake, MN 450 Virginia Avenue Long Lake MN 55356 United States of America

Job Description

Per unit and time and materials cost (if applicable) to conduct the Pipeline Inspection and Proactive Evaluation program as described to the customer. Pricing is conditional to the acceptance and execution of the Pipeline Inspection and Proactive Evaluation Service Agreement.

Per unit and time and materials cost (if applicable) to conduct the Pipeline Inspection and Proactive Evaluation program as described to the customer. Long Lake, MN. Clean & TV 40,000 LF of 8"-24" sanitary sewer w/ mainline TV truck and combination jet vac. Customer to provide an adequate water source such as a fire-hydrant at no additional cost to HK. All debris and waste collected to be disposed on site at customer designated location. If required, reverse set-ups for televising will be \$75/ea. Truck access to exposed manholes, is required. Standard traffic control (i.e. cones) is included. Non-standard traffic control, bypassing or easement work will be additional. Scheduling will be at the discretion of the contractor. Cleaning to consist of 3 or less passes. Any cleaning requested beyond 3 passes will be charged at HK's standard hourly rate of \$425 hour standard time or \$475/ hour overtime. Prices below are based on a one year agreement w/ a minimum of 40,000 LF per year.

Deliverables include:

Standard PACP export or GraniteNet export with database, videos and photos.

Printed, bound reports of Main Inspection and Pipe Run and Defects by Inspection.

No charge recommendations for rehabilitation throughout the project area. 3D Digital manhole inspections @ \$125/per manhole.

Review of all pipeline & manhole video including evaluation and recommendations for rehabilitation.

Discounts for all manhole and pipeline rehabilitation performed throughout the P.I.P.E. service agreement.

Discounts on product purchases throughout the P.I.P.E. service agreement

RESC. QTY.	ITEM	QTY.	UOM	PRICE	Amount
	Mobilization of Cleaning Crew & Equipment	1.0000	EACH	250.0000	250.00
	Mobilization of Televising Crew & Equipment	0.0000	EACH	0.0000	0.00
	Televising 8"-24" Sanitary Sewer	41,077.0000	FOOT	0.7900	32,450.83
	Easement Televising 8"-24" Sanitary Sewer	0.0000	FOOT	2.3700	0.00
	Cleaning 8"-24" Sanitary Sewer (3 or less passes)	41,077.0000	FOOT	0.9800	40,255.46
	Easement Cleaning 8"-24" Sanitary Sewer (3 or less passes)	0.0000	FOOT	2.9400	0.00

***NOTE: Quote does not include any applicable taxes**

Prepared By: Jake Nanti
Approved By: Wade Anderson

Accepted By: _____
Date: _____
PO#: _____

***Quote Total:** 72,956.29



16281 Baseline Ave. Shakopee, MN 55379
 952.445.3173 | info@pipe-services.com
 Website: pipe-services.com

QUOTATION – SEWER TELEVISION/CLEANING

July 24th, 2025

Sean Diercks
 Public Works Director
 City of Long Lake Sewer Television and Cleaning Project Sewer Districts #2, #3, and #5
 2145 Daniels Street
 Long Lake, MN 55356
 952-476-2855

Dear Mr. Sean Diercks,

As requested, below is a bid regarding the televising and cleaning sanitary sewer lines for the City of Long Lake:

City of Long Lake Televising and Cleaning Cost Distribution:

City of Long Lake Inspection (Inspection) Televising Project			
<i>Pipe Size/Type</i>	<i>Pipe Length/Qty</i>	<i>Activity</i>	<i>Cost/Linear Foot/Qty</i>
MOB	0	Mobilization	\$ 000.00
8-24" SAN	~ 34,236'	TV/CLN	\$ 1.83/LF
18-24"	~ 6,841'	TV/CLN	\$ 2.13/LF
Traffic Control	1	TRC	\$950.00
Special Equipment (Easement)	1	SPEC EQP	\$ 1,655.00
Total			\$ 79,828.21

NOTES:

- Pipe Services will NOT charge a mobilization for work that falls within the scope of the quoted project
- Pipe Services will work with the city to identify a suitable start date
- Regarding any sewer line traveling under any railroads or highway 12, Pipe Services may assess to not inspect past major infrastructure deficiencies in the event Pipe Services assess there is excessive risk to impede the camera's movement (This is to avoid getting the camera stuck under essential infrastructure). In such an event, Pipe Services will attempt a reverse camera set-up to maximize inspection coverage. In the event Pipe Services is able to inspect such a pipe but assess that cleaning such a line

will pose unnecessary risk, Pipe Services will consult with the CITY to identify the course of action.

- Unless otherwise directed, Pipe Services will not inspect force mains or MCES lines.

CITY/FIRM Official, all change order activities require CITY/FIRM consent prior to initiation. Change order activities below \$500.00 are authorized via verbal CITY/FIRM directive/consent. Change order activities exceeding \$500.00 require written approval via email or memorandum letter.

Upon City/Firm Approval - Change Order Rates		
<i>Activity / Vehicle</i>	<i>Unit</i>	<i>Cost Per Unit</i>
T.V. Vehicle Support	Per Hour	\$ 334.00
Hydrovac Vehicle Support	Per Hour	\$ 354.00
T.V. Vehicle Emergency Mobilization	Per Day	\$ 1,450.00
Hydrovac Vehicle Emergency Mobilization	Per Day	\$ 1,700.00
Water By-Pass Operations	Per Hour	\$ 250.00

CITY/FIRM Official, please be cognizant of the below provisions. These provisions exist to help ensure clarity of project scope and expectations relating to contingency efforts.

Change Order Contingencies:

All change order activities will first involve CITY/FIRM approval.

1. Work outside of the aforementioned project scope will require a per hour charge rate of: \$334/hour for CCTV support and \$354/hour for Hydrovac support.
2. In the event the CITY/FIRM requests dewatering or plugging services to stem high water levels in order to observe full pipe diameter, CITY/FIRM will incur an hourly charge according to associated vehicle usage.
3. In the event the CITY/FIRM requests Pipe Services conduct water bypass operations under high water level and high flow rate conditions, the CITY/FIRM will incur an hourly pump rate charge of \$250.00 per hour plus hourly charges according to associated Pipe Services vehicle usage.
4. During emergency mobilization requests, CITY will incur a mobilization charge according to vehicle usage and the mobilization rate quoted within the aforementioned change order price disbursement chart. Emergency work is generally charged by the hour with a minimum four hour charge.

Our bid is based on the following provisions and understandings:

The below provisions and understandings are standard expectations. Any project irregularities that do not allow for these provisions can be negotiated but will likely change the associated bid amount.

- 1.) Pipe Services will honor this bid for up to 45 days from the date of submission/document creation date. We will make every effort to honor the bid past the 45-day mark.
- 2.) Pipe Services will receive payment within 30 days of completing the aforementioned described project activities to the satisfaction of the CITY.
- 3.) Pipe Services to provide 1 typed reports and portable hard drive for televised services. All inspections will be done in certified PACP format. Reporting system will provide color stills of major incidents and a summary report of all "significant findings". Along with a importable database for GIS.
- 4.) All inspections to be completed with a color pan & tilt TV camera.
- 5.) CITY/FIRM to provide sewer maps, manhole numbering and pipe identification system.
- 6.) CITY/FIRM to locate and expose all man-holes (MH) and to make them accessible.
- 7.) Pipe Services is allowed to draw water from CITY fire hydrants at no additional cost.
- 8.) Pipe Services cleaning operations will include a minimum of one pass and a maximum of 2 passes of cleaning equipment. In the event Pipe Services encounters a heavy cleaning scenario to include excessive dirt, heavy roots, or heavy calcium build up, Pipe Services will consult with the CITY to identify a change order request according to the CITY'S direction.
- 9.) Pipe Services assumes that all dumping will take place at CITY location free of charge. If a dump location is not provided free of charge, Pipe Services will charge a Hyrdovac vehicle hourly rate and any associated dump fees.
- 10.) If during the course of vacuuming operations Pipe Services discovers that environmentally hazardous materials exists and special disposal procedures are necessary (for example large amounts of oil), CITY will incur charges associated with the dump fees and drive time to the special dump site location according associated vehicle usage.
- 11.) During televising only operations not associated with cleaning, Pipe Services will make every attempt to bypass obstacles within the pipe. If bypass operations endanger the camera system or if bypassing is not an option, Pipe Services will utilize a reverse set-up operation and charge accordingly. All reverse set-up operations incur full charge for that pipe segment for the initial attempt and the reverse operation effort. If a pipe line presents multiple reverse set-up requirements, Pipe Services will contact the CITY/FIRM to consult on a course of action in an effort to avoid unnecessary charges.

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. Pipe Services Corporation is authorized to do the work as specified.

By: _____ City/Legal Entity of: _____

Signature: _____ Date: _____

We would like to thank you again for the opportunity to work with the City of Long Lake.

Sincerely,

Pipe Services Corporation



Ryan R. Mergen

CEO ▪ **Pipe Services**
16281 Baseline Avenue ▪ Shakopee, MN 55379
(O) 952-445-3173 ▪ info@pipe-services.com
<http://pipe-services.com/>



Long Lake Sanitary Sewer Districts - Updated Footages

District 1	District 2	District 3	District 4	District 5
0" HDPE - 902'	0" UNKNOWN - 1453'	0" UNKNOWN - 295'	0" VCP - 289'	0" PVC - 710'
0" VCP - 273'	10" PVC - 626'	10" PVC - 958'	10" PVC - 3178'	12" DIP - 1785'
24" PVC - 1033'	15" RCP - 409'	18" PVC - 1226'	12" U - 1465'	12" VCP - 443'
24" UNKNOWN - 241'	18" PVC - 1354'	6" PVC - 211'	4" CAS - 908'	18" PVC - 2196'
4" DIP - 701'	24" PVC - 2065'	8" PVC - 1815'	8" PVC - 34'	6" PVC - 1222'
6" UNK - 150'	4" UNKNOWN - 701'	8" UNKNOWN - 202'	8" U - 137'	8" PVC - 1966'
8" DIP - 158'	8" PVC - 3311'	8" VCP - 4733'	8" VCP - 12270'	8" VCP - 5861'
8" PVC - 9030'	8" VCP - 7535'			
8" UNK - 592'				
8" VCP - 5853'				



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

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

MEETING DATE / August 4, 2025

SUBJECT: Review Working Draft of Ordinance Amending City Code Chapter 16 – Environment, Article IV. Trees to Update Tree Management Standards and Regulations

Prepared By: Jeanette Moeller, City Clerk

Report Date: 7/31/2025

Recommended City Council Action

Staff recommends the following:

No formal action is requested at this time. Staff is requesting the Council discuss the draft ordinance and provide feedback to guide development of a final draft for review at an upcoming meeting.

Overview / Background

Recognizing that current City Code regarding tree standards is outdated and primarily focuses on Dutch elm disease, staff has prepared a working draft of an ordinance amending Chapter 16 – Environment, Article IV. Trees to:

- Incorporate ‘shade tree pest’ language and statutory references;
- To be inclusive of tree preservation plan requirements already set forth in the City’s Zoning Code for consistency;
- To better establish the City’s authority for inspections and abatement of nuisances; and
- To clarify that state statute governs tree disputes between private property owners, and the City does not have an enforcement role in such situations.

Staff is presenting this draft ordinance with the intent to welcome Council feedback that will guide the development of a final draft document to be submitted for review by the City Attorney. Notice of a public hearing would be published in advance of staff placing the final ordinance on a Council agenda for formal action.

Supporting Information

- Draft Ordinance amending City Code Chapter 16 – Environment, Article IV. Trees
- Minn. Stat. 561.04



**City of Long Lake
Hennepin County, Minnesota
Ordinance No. 2025-__**

An Ordinance Amending the City Code of Ordinances, Chapter 16 – Environment, Article IV. Trees to Update Tree Management Standards and Regulations

The City Council of the City of Long Lake does hereby ordain as follows:

Section 1. The City Code of Ordinances, Chapter 16 – Environment, Article IV. Trees, is repealed in its entirety.

Section 2. The City Code of Ordinances, Chapter 16 – Environment, Article IV. Trees, is adopted as follows:

Sec. 16-201. Purpose.

It is the policy of the city to recognize and preserve existing natural resources of the community. The City Council finds that the preservation of trees and other vegetation, where practicable, is in the best interest of the community's health and welfare. To that end, the City Council finds it necessary and desirable to establish a policy to assist in preserving trees throughout the city.

Sec. 16-202. Duties of forester or city planner.

The forester, as appointed by the City Council, shall identify diseased and hazardous trees that threaten the health and safety of the public; and coordinate all activities of the city relating to the control and prevention of tree diseases and tree pathogens.

The forester shall promulgate and enforce, and all persons shall obey, the rules, regulations and specifications concerning the trimming, spraying, removal, planting, pruning and protection of trees, shrubs, vines, hedges and other plants upon the right-of-way of any street, park or other city-owned property.

The city planner, as appointed by the City Council, shall identify significant trees in any proposed subdivision or development project, and shall review and approve a tree preservation plan for each construction project subject to tree preservation requirements set forth in the city's zoning code.

The forester and/or city planner shall maintain a list of desirable trees for planting on public or private lands; and shall promulgate and enforce a tree preservation policy approved by the City Council to protect significant trees on public and private property.

The city has no authority to resolve tree related disputes between private property owners.

Sec. 16-____. Placement and care of trees.

(a) *Placement.* Trees along streets, boulevards, and any other right-of-way or upon city owned property shall be planted no closer together than 30 feet for small trees, 40 feet for medium trees, and 50 feet for large trees. Plantings at less than the minimum spacing described in this section may be authorized by the forester or city planner when planting to create a screen. Size, variety and spacing must be approved in advance by the forester or city planner.

(b) *Utilities.* Only small trees shall be allowed to be planted on city owned property or within 10 lateral feet of any overhead utility wire or within five (5) lateral feet of any underground utility, water, or sewer line.

(c) *Disturbance of trees.* No person shall trim, cut, prune or otherwise eliminate growth from any tree on public property without a permit from the city to do so. Trees severely damaged by storms or other causes, or certain trees located under utility wires or other obstructions where other pruning practices are impractical, may be exempted from this policy at the determination of the forester.

No person shall plant, remove, cut above the ground, disturb, or attach any contrivance to any tree on any street, park, or other city owned property without first obtaining approval from the forester. Persons receiving such approval shall abide by all applicable requirements under the city's Code of Ordinances.

No person shall violate the city's tree preservation policy promulgated by the forester and/or city planner.

Sec. 16-____. Acceptable plant types for public and private property

(a) Minimum size requirements. All trees and shrubs used for new plantings or as replacement trees shall conform to the following minimum sizes:

Deciduous Trees - Three (3) inch caliper, trunk diameter at six (6) inches above soil level balled and burlapped

Ornamental Trees, Small Statured Flowering Trees - One and one-half (1.5) inch caliper balled and burlapped.

Coniferous Trees - Six (6) feet in height

Shrubs - 24 inch height or spread

Sec. 16-____. Prohibited trees and shrubs

The following trees and shrubs are prohibited within the City of Long Lake:

Cottonwood, except for cottonless cultivars

Female Ginkgo

Boxelder

American Elm, except for disease resistant varieties

Silver Maple

Mulberry

Black Locust

Black Walnut, unless given adequate space

Seeded varieties of Green Ash

Buckthorn

Seeded Ornamental Trees with fruit that is not persistent

Sec. 16-____. Tree preservation policy.

The city's tree preservation policy applies to any applicant that requests a land use, grading, or building permit, including any building permit for major home or commercial additions. This includes all sites of new or redevelopment that contain significant trees.

(a) *Exceptions.* The following are exceptions and are exempt from the requirements of the tree preservation policy:

1. Minor home additions, general home improvements, and construction of accessory buildings (i.e. storage or other sheds).
2. Tree removal related to public improvement projects to existing roadways, sewers, parks, trails, and utility/infrastructure work or repair; or related to any other public improvement project.
3. Emergency removal of a tree or trees to protect public health.
4. Removal of dead or dying trees, unless those trees were planted as part of a tree replacement, in which case they shall be replaced based on the approved plan.
5. Removal of nonnative trees that the city deems invasive species.

(b) *Preservation and safeguarding measures.* All property and development within the city shall be expected and designed to preserve significant trees where such preservation would not adversely affect the public health, safety, or welfare of Long Lake residents. The city may prohibit removal of all or a part of significant trees. This decision shall be based on, but not limited to size of trees; size of lot(s); species, health, and attractiveness of trees; sensitivity to site grading; potential for transplanting; effects on the functioning of a development; the effect on wetlands and/or the watershed; and public health, safety, and welfare. Extensive clearing of undergrowth and/or disturbance of the ground litter layer should not occur in areas where trees are to be preserved.

(c) *Preservation plan.* A preservation plan for a proposed development or redevelopment project must be prepared by a Minnesota registered surveyor, locating proposed improvements and all significant trees located within the project area; including an indication of which significant trees are to be preserved and which removed as a result of the construction of the improvements. The diameters, heights, and species of significant trees shall be noted on the preservation plan. The required preservation plan must be approved by the forester and/or city planner.

(d) *Damage(s) to preservation plan trees.* If an applicant, developer or contractor destroys or severely damages trees which were required to be preserved under the preservation plan, the responsible party will be required to pay to the city the sum of \$200 per diameter inch or such greater amount as may be determined by the City Council for each such destroyed or damaged tree. Alternatively, the forester or city planner may, in consultation with the Administrator, agree to authorize tree replanting equaling total caliper inches lost, species, and quality in lieu of the required fine. The responsible party shall have the right to appeal the resulting fine or replanting requirements to the City Council. All penalty fines collected pursuant to this subdivision shall be placed in the city's park fund.

(e) *Inspection and stop work order authorization.* The city reserves the right to inspect a site or property at any reasonable time for compliance with tree preservation requirements. If the city finds the site to be in violation of the tree preservation policy or preservation plan, the city may issue a stop work order until conditions are corrected.

Sec. 16-____. Hazardous trees.

The health of trees in the city is threatened by shade tree pests. Hazardous trees can cause property damage or personal injury. The loss of trees, ill health of trees, or presence of hazardous or diseased trees on public and private property depreciates the value of property within the city and impairs the safety and general welfare of the public. In addition to an in accordance with Minn. Stats. 89.001, 89.01, and 89.51 – 89.64, the provisions of this section are adopted as an effort to control and prevent the spread of these shade tree pests.

The city forester may declare any vertebrate or invertebrate animal, plant pathogen, or plant in the community threatening to cause significant damage to a shade tree or community forest to be a shade tree pest and prescribe control measures to effectively eradicate, control, or manage the shade tree pest as defined by Minn. Stat. 89.001.

The forester has the authority to trim, remove or order the trimming and removal of trees, shrubs, or plants upon private property when such action is necessary to mitigate hazards, provide for the public's safety, or to prevent the spread of disease or insects.

Sec. 16-____. Trees, nuisances declared.

The following are hereby declared to be public nuisances whenever they may be found within the city:

(a) Any living or standing elm tree or part thereof infected to any degree with the Dutch elm disease fungus or which harbors any of the elm bark beetles known to transmit the disease.

(b) Any dead elm tree or part thereof including logs, branches, stumps, firewood, or other material from which the bark has not been removed. Proper disposal of removed bark includes chipping or burning.

(c) Any living, standing, or dead oak tree or part thereof infected to any degree with the oak wilt fungus. Also, any living, standing, or dead oak tree that, due to its proximity to an oak infected with oak wilt, possesses a threat of transmission of the oak wilt fungus to other oak trees through interconnected root systems.

(d) Any living, standing, or dead ash tree or part thereof infested with the Emerald Ash Borer as determined by the city forester.

(e) Other shade trees or parts thereof infested with shade tree pests that are epidemic.

(f) Hazardous trees.

(g) Any living, standing, or dead tree, shrub, or parts thereof that interfere with the use of any public thoroughfare or right-of-way.

Sec. 16-____. Inspection authority.

The forester shall have the ability and authority to inspect all premises and places within the city for public nuisances relating to trees. Inspection shall be of living or dead trees, parts of trees, shrubs, parts of shrubs, stumps, and firewood.

The forester or city planner may enter upon private premises at any reasonable time for the purpose of carrying out any of the duties assigned under this article.

Sec. 16-____. Abatement of nuisances.

The forester shall notify in writing the owner of record and occupant of a premises that a public nuisance exists. The notice shall specify the measures to be taken to abate the nuisance and shall specify that the nuisance shall be abated within a reasonable amount of time, not less than 14 days from the date of mailing. If the owner and/or occupant fails to comply with the removal or control measures for the hazardous tree, infested tree, or wood on their property as outlined in this article and within the time specified, the forester may order the work done either by city employees or by contractor on behalf of the city. The cost of this work shall be billed to the owner. If the bill is not paid within 30 days, the city shall assess the costs to the property.

If the cost of abating a nuisance from a shade tree pest will exceed \$5,000 in a given year or in two consecutive years, based on a reasonable, good faith estimate from a certified arborist, the owner or occupant may request the matter be referred to the City Council for a hearing. This does not apply to hazardous trees.

Nothing in this article shall prevent the city, without notice or other process, from immediately abating any condition that poses an imminent and serious hazard to human life or safety.

It shall be unlawful for any person to prevent, delay, or interfere with the city forester, city planner, or other duly city authorized representative(s) while they are engaged in the performance of duties set forth in this article.

Sec. 16-____. Transporting diseased or infested wood.

The transportation of diseased and/or infested wood out of the city shall be governed by current MDA or MnDNR quarantine notifications and standards related to the transportation of diseased and/or infested material, and by any other applicable state statutes.

Sec. 16-____. Trees between private property owners; disputes.

The city has no authority to resolve any tree related disputes between private property owners.

Under Minnesota state law, damaging a tree on another person's property without permission is trespassing and carries a penalty. Minn. Stat. 561.04 declares that whoever without lawful authority cuts down, damages or injures any tree, timber, or shrub on the land of another person is liable in civil to the owner of such land; and whomever intentionally cuts down or damages a tree on another person's property without the owner's permission can be assessed three times the amount of monetary loss suffered by the tree owner.

Generally, the location of a tree's trunk determines ownership of and responsibility for the tree. Boundary line trees are the responsibility of the private properties on either side of the shared boundary, and tree care expenses and maintenance consent are shared between both properties.

Sec. 16-____. Enforcement.

The forester, city planner, and city duly authorized representatives shall be responsible for the enforcement of this article. Unless provided otherwise, it shall be a misdemeanor for any person to violate any provision of this article. Any land use, building and/or grading activities may be suspended until a responsible party has corrected a violation.

Secs. 16-XXX—16-XXX. Reserved.

Section 3. This Ordinance shall be effective upon adoption and publication according to law.

Adopted by the City Council of the City of Long Lake this ____th day of _____ 2025.

Date of Adoption:	_____, 2025
Date of Publication:	_____, 2025
Effective Date:	_____, 2025

ATTEST:

BY:

Jeanette Moeller, City Clerk

Charlie Miner, Mayor

561.04 TRESPASS; TREBLE DAMAGES.

Whoever without lawful authority cuts down or carries off any wood, underwood, tree, or timber, or girdles or otherwise injures any tree, timber, or shrub, on the land of another person, or in the street or highway in front of any person's house, city lot, or cultivated grounds, or on the commons or public grounds of any city or town, or in the street or highway in front thereof, is liable in a civil action to the owner of such land, or to such city or town, for treble the amount of damages which may be assessed therefor, unless upon the trial it appears that the trespass was casual or involuntary, or that the defendant had probable cause to believe that the land on which the trespass was committed was the defendant's, or that of the person in whose service or by whose direction the act was done, in which case judgment shall be given for only the single damages assessed. This section shall not authorize the recovery of more than the just value of timber taken from uncultivated woodland for the repair of a public highway or bridge upon or adjoining the land.

History: (9585) *RL s 4449; 1973 c 123 art 5 s 7; 1986 c 444*