

CITY COUNCIL MEETING
OCTOBER 20, 2025
7:00 P.M., CITY HALL

Pursuant to due call and notice, the City Council of the City of Eagle Bend, MN met in regular session on Monday, October 20, 2025, at 7:00 P.M., in the City Hall. Acting Mayor Olson called the meeting to order at 7:00 P.M. Council Members present were Jacquelyn Lorentz, Jessica Olson, and Jason Nelson; absent, Scott Johnson and Jim Kimball. Also present were Clay Sandmeyer, Ashlee Nordlund, Andrea Voller, Nick Stoecker, Bryan Drown, Bill & Sonja Thatcher, and Naomi Thatcher.

The Pledge of Allegiance was recited.

Following a brief review and discussion, (Action 25-10-159) Council Member Lorentz moved to approve September 15, 2025, regular City Council Meeting minutes as written, seconded by Council Member Nelson. Motion adopted unanimously.

Bills submitted for approval were reviewed. Following a question-and-answer period, (Action 25-10-160) Council Member Nelson moved to approve the bills for payment as presented, seconded by Council Member Lorentz. Motion adopted unanimously.

Bryan Drown from Bolton and Menk presented the Council with Final Pay Application Number 8 in the amount of \$16,298.34. Mr. Drown stated that Pay Application Number 8 is the 1% retainage until the grass came in. He went on to say the Phase 5 Street and Utility Improvement Project is now complete; the city has spent a total of \$7.15 million on street and utility improvement projects since 2014. After a brief question and answer period, (Action 25-10-161) Council Member Lorentz moved to approve Final Pay Application Number 8 in the amount of \$16,298.34 as presented, seconded by Council Member Nelson. Motion adopted unanimously.

The Council was informed of the following donations were made to the City; The Graduating Class of 1965, in the amount of \$75.00 to Nelson Park (Action 25-08-162) Council Member Nelson presented Resolution #25-32-764 "A Resolution accepting a donation to the City" and moved for its adoption, seconded by Council Member Lorentz. Put to a vote, the following members voted in favor of this resolution; Lorentz and Nelson; against, none. Resolution #25-32-764 was duly adopted.

The City Council was presented with the 2026 Agreement between the Todd County Attorney and the City of Eagle Bend for prosecution services. In the letter presented, the County Attorney stated that the amount is based upon the average number of cases prosecuted by the County for the City in the two years prior to the current budget year at an estimated rate of \$150.00 per case. This includes reviewing reports, drafting complaints, correspondence, court time, evidentiary hearings, trials, sentencing, and probation violation hearings. It also includes working with officers, victims, corrections agents, defense attorneys, and any research that needs to be done. Therefore, the contract rate for prosecution services will be \$975.00 (\$81.25 per month) for 2026 as compared to; 2025 contract rate of \$1,800.00 (\$150.00 per month), 2024 contract rate of \$1,650.00 (137.50 per month) and the 2023 contract rate of \$1,350.00 (\$112.50 per month). City Administrator Nordlund explained that the amount is calculated by taking the average for the last two years. Nordlund also stated that it is only around half of what we paid last year because there haven't been a lot of cases. Upon further discussion, (Action 25-10-163) Council Member Lorentz moved to approve the 2026 agreement between Todd County and the City of Eagle Bend for prosecution services as presented, seconded by Council Member Nelson. Motion adopted unanimously.

The Council was presented with the Annual Software Lease & Support Agreement with Jayhawk Software. This agreement states that Jayhawk Software agrees to supply telephone support, technical on-site support, training, and all upgrades to the system. The agreement is from January 01, 2026, through December 31, 2026, at a cost of \$1,400.00 which is the same as the last several years' premium. Council member Olson asked if this was the same amount every year that we have paid, City Administrator Nordlund replied yes. After a discussion, (Action 25-10- 164) Council Member Nelson moved to approve the 2026 Jayhawk Annual Software Lease & Support Program for \$1,400.00, seconded by Council Member Lorentz. Motion adopted unanimously.

The City Administrator was approached by Cassie Riedel who requested the City to send her and her husband, Stacy Riedel, a Public Nuisance letter with photos to get her husband to clean the property. Mrs. Riedel states that she cannot walk through their backyard because it is full of trash. Council member Lorentz said that since we are already in the middle of several abatements, we need to finish those and start with new ones right away in the spring. She already has a list made and she will be adding this one to it.

Administrator Nordlund was approached by Gwendolyn Ervin, owner of 435 Clark Street West, and asked that the city sign a Deed that would give them property to the West of the home because currently the city owns half of the house according to where the property lines lie. The Council was presented with the proposed survey and legal description from the surveyor. At the September 15, 2025, Council meeting, the Council asked Administrator Nordlund to contact the surveyor to have the property line moved to the East (towards the house) to allow room for our equipment to get through. Council Member Nelson stated the North property line should be brought down so it lines up with the neighboring property to the East (Kassube's). Lorentz stated she understood the clean property lines, but what does this hurt, it just creates unnecessary paperwork. Council Member Nelson agreed. (Action 25-10-165) Council Member Lorentz moved to approve the property lines in the 2nd survey as proposed, and the City gets the deed for the land being acquired, seconded by Council Member Nelson. Motion was adopted unanimously.

Administrator Nordlund stated there have been multiple inquiries at City Hall regarding the property for sale located at 234 Western Avenue NW. This property has been abandoned for quite some time, and because of this, the road ending before the property is overgrown with grass and weeds. Administrator Nordlund stated the question being asked the most by the potential buyers is whose responsibility it is to put the road in, the City's or the owner's. They have also asked if it is the owner's responsibility, if would the City be willing to help financially? The callers have stated there are tree branches hanging over the road and wanted to know whose responsibility that would be. Again, asking if the owner is responsible for this and if the City is willing to help financially. Currently, this property is not yet connected to the Natural Gas line, but it is available. The inquiries have also included questions about the possibility of connecting to city water and sewer utilities, which is possible, but this will be at the owner's expense in accordance with the city ordinances, stated Nordlund. Clay Sandmeyer stated that he and Nick would trim the overhanging tree limbs from the road. He also stated that with the current road condition, overgrown with grass, plowing with the plow truck is not a good idea because the truck is too heavy and it would tear the grass up. If someone were to purchase it and wanted to use it this winter, Sandmeyer stated they could plow it with the skid loader. After some discussion, the Council decided to make Western Avenue a minimum maintenance road but wait until spring to bring in gravel.

Liquor Store financial report for the month of September 2025 was presented by the City Administrator to the City Council which showed a net profit of \$1,644.27.

The Council was presented the September 2025, monthly report from the Todd County Sheriff's Office showing calls they handled during the month.

Administrator Nordlund has been asked to provide answers from the city on the ADA improvements at Nelson Park; and these would need to be completed in order to receive funding for the big splash pad. After a brief

discussion, the Council agreed to have the City Administrator get an estimate for cement paths to the gazebo and volleyball court and paving the parking lot. The Council also suggested we look for a grant to cover the above items.

Fire Department is asking permission to purchase fire gear for Ashlee Nordlund, due to needing smaller sizing. (Action 25-10-166) Council Member Lorentz moved to approve the fire department purchasing all necessary equipment as long as they have the funds, seconded by Council Member Nelson. Motion adopted unanimously.

At the September 15, 2025, meeting, Administrator Nordlund was asked to gather information from other cities regarding their water and sewer rates after it was suggested the city raise their water and sewer rates. The Council inquired about what are current rates are. Administrator Nordlund advised that the basic minimum for water is \$16.85, the basic minimum for sewer is \$16.85, and for every extra 1000 gallons of water it is \$7.55; sewer is the same rate. After a brief question and answer period, the Council asked City Administrator Nordlund to look at how other towns are using their water/sewer funds and if our sewer fund would be depleted if we didn't raise the rates. No further action was taken at this time.

At the September 15, 2025, meeting, Administrator Nordlund was asked to provide the Council Members with the credit card fees that are paid out of the Liquor Store when a customer swipes their card to pay for merchandise sold versus the credit card fees and ATM fees received to determine if we need to increase the ATM fee, or start charging a percentage when customers use a credit or debit card when paying for their merchandise. (Action 25-10-167) Council Member Nelson moved to approve a 3% credit card fee effective January 1, 2026, seconded by Council Member Lorentz. Motion adopted unanimously.

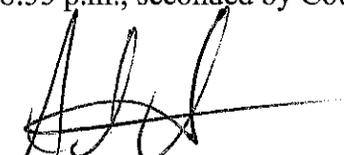
At the September 15, 2025, meeting, Administrator Nordlund was asked to provide the Council Members with the comp time hours for the last 3 (three) to 5 (five) years, along with reach out to other cities to see how they handle on-call and overtime pay. Item was tabled until the Council has time to go through all the City Administrator's research.

City Administrator Nordlund brought an estimate for a dead end/no exit sign to be put on 153rd Avenue by 606 Oak Drive and will soon have an estimate for another street sign on 2nd Avenue SE. The Council agreed to wait until both estimates are ready, so we don't have to pay for freight twice.

City Administrator Nordlund brought a quote from Korblick's Excavating proposing \$175/hour to pick up the wind rows of snow left by maintenance when plowing. Clay Sandmeyer stated that this would save maintenance a considerable amount of time, which then could be used to concentrate on snow removal in other areas like alleys and sidewalks. (Action 25-10-168) Council Member Nelson moved to approve Korblick's quote for the upcoming winter, seconded by Council Member Lorentz.

Maintenance Supervisor Clay Sandmeyer wanted the council to know that Maintenance is looking for an affordable tier 3 street sweeper but is having trouble finding one. They range from \$140,000 to \$155,000.

There being no further business to come before the City Council, (Action 25-10-169) Council Member Lorentz moved to adjourn at 8:35 p.m., seconded by Council Member Nelson. Motion adopted unanimously.


Ashlee Nordlund
City Administrator

Jessica Olson
Acting Mayor



