

CITY COUNCIL MEETING  
SEPTEMBER 15, 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, September 15, 2025, at 7:00 P.M., in the City Hall. Council Member Lorentz called the meeting to order at 7:00 P.M. Council Members present were Jim Kimball, Jason Nelson, and Jaculyn Lorentz; absent, Scott Johnson and Jessica Olson. Also, present was Ashlee Nordlund, Lori Johnson, Clay Sandmeyer, Nick Stoecker, and Debra Meyer-Myrum.

The Pledge of Allegiance was recited.

Since the Mayor Scott Johnson and Acting Mayor Jessica Olson were absent, (Action 25-09-141) Council Member Lorentz moved to appoint Council Member Nelson as acting mayor, seconded by Council Member Kimball. Motion adopted unanimously.

Following a brief review and discussion, (Action 25-09-142) Council Member Lorentz moved to approve the minutes of the August 19, 2025, Regular City Council Meeting, seconded by Council Member Kimball. Motion adopted unanimously.

Following a brief review and discussion, (Action 25-09-143) Council Member Lorentz moved to approve the minutes of the August 26, 2025, Special City Council Meeting, seconded by Council Member Kimball. Motion adopted unanimously.

Bills submitted for approval were reviewed. Following a question-and-answer period, (Action 25-09-144) Council Member Lorentz moved to approve the bills for payment as presented, seconded by Council Member Kimball. Motion adopted unanimously.

The Council was presented with an ON-Sale Intoxicating and Sunday Liquor License renewal application from Eagle Lanes. The certificate of Liquor Liability insurance certificate was submitted as required. After a brief discussion, (Action 25-09-145) Council Member Lorentz moved to approve Eagle Lanes ON-Sale and Sunday Liquor application as presented, seconded by Council Member Kimball. Motion adopted unanimously.

Eagle Bend Veterans Club, Inc. has presented the City with nine (9) applications for a 1-day permit to be open on Sundays. The dates being requested are as follows: October 19, 2025, November 2, 2025, November 9, 2025, November 16, 2025, November 23, 2025, November 30, 2025, December 7, 2025, December 14, 2025, and December 21, 2025. The Eagle Bend Veterans Club is allowed twelve (12), 1 day permits each calendar year. Following a brief discussion, (Action 25-09-146) Council Member Lorentz moved to approve Eagle Bend Veterans Club, Inc. nine (9) applications as presented, seconded by Council Member Kimball. Motion adopted unanimously.

Administrator Nordlund contacted Joey Beach and told him the amount he would be responsible for includes, 2022/2023 back taxes in the amount of \$1,179.69, and the penalties, fees, interest, and costs associated with the property from 2022 to 2025 in the amount of \$43.46, making his grand total \$1,223.15; and the city would pay the 2024/2025 back taxes \$504.30 and the \$7089.06 Phase 5 Street and Utility Improvement Project assessment. Mr. Beach agreed to the payment responsibilities. (Action 25-09-147) Council Member Lorentz presented Resolution #25-29-761 "A Resolution Accepting a Donation of Real Property, including responsibility for all delinquent taxes and special assessments located in the City of Eagle Bend, MN", and moved for its adoption, seconded by Council Member Kimball. Put to a vote, the following members voted in favor of this resolution: Kimball, and Lorentz; against, none. Resolution #25-29-761 was duly adopted.

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. The survey included a small piece of land to the Northeast of the parcel (small piece that wraps around the Northwest side of the neighboring property) that Ervin would be giving the city, and from the furthest West point of the home, the line was 21.2 feet to the West, allowing 14.2 feet between the city shed and the proposed property line. Council Member Lorentz asked Clay Sandmeyer, head of maintenance, if they still put equipment behind the shed for storage, and if 14.2 feet would be enough room to get said equipment through. Mr. Sandmeyer said they park the plow truck back there in the summer and put other equipment not being used during the winter months. He went on to say that 14.2 feet would not be enough room to get in and out without crossing that property line. The council stated that this area is measured by metes and bounds and has never been platted and stated this should have been taken care of when the property was sold in 2023. Council Member Lorentz stated we are willing to work with Ms. Ervin to get this corrected, but the city is not willing to pay for any of this. Lorentz asked the Administrator to have them move the property line to the East (closer to the house) to allow room for the equipment to pass through without any issues, and to obtain the legal description for the piece of land that would be given to the city.

The City Council was presented with the renewal for health insurance for the city employees. Presently the city offers a \$3,400.00 deductible insurance plan (High Value Network Plan). The current rate for this plan is \$841.43 per month; the new rate for this plan will be \$972.12 per month which is an 8.16% increase. Upon discussing the proposed health insurance plan with the employees present, (Action 25-09-148) Council Member Kimball moved to approve the High Value Network Insurance Plan for the 2026 city's health insurance as presented, seconded by Council Member Lorentz. Motion adopted unanimously.

The City Administrator presented and reviewed with the Council the proposed budget/levy for the 2026 Fiscal year. The 2026 proposed levy shows a decrease of 1% over the previous year's levy. Every budget item was thoroughly examined, and every increase was kept at a minimum. The City Administrator informed the Council that this budget includes a 6.0% increase in pay as approved by the city council at the August meeting; however, the council is not obligated to give any pay raises. Administrator Nordlund suggested to the council they may want to raise the water and sewer rates, as the auditor stated one of the bond payments need be broken down so 39% of the payment comes from the project fund, and the remaining 61% of the payment needs to come from the sewer fund. If the sewer fund is responsible for 61% of the bond payment, this will deplete the sewer fund, eventually. Council Member Lorentz asked Administrator Nordlund to contact other cities with a similar population and ask what their water and sewer rates are. Following further review of the budget and levy (Action 25-09-149) Council Member Kimball moved to adopt the Fiscal Year 2026 proposed budget as presented, seconded by Council Member Lorentz. Motion adopted unanimously. (Action 25-09-150) Council Member Lorentz presented Resolution #25-30-762 "A Resolution adopting the proposed 2025 tax levy, collectible in 2026", and moved for its adoption, seconded by Council Member Kimball. Put to a vote, the following members voted in favor of this resolution: Kimball and Lorentz; against, none. Resolution #25-30-762 was duly adopted. (Action 25-09-151) Council Member Lorentz moved to schedule the Initial Truth in Taxation Hearing for December 15, 2025, at 6:30 p.m., in the City Hall, seconded by Council Member Kimball. Motion adopted unanimously.

The Fire Department has asked to apply for two (2) Sourcewell Grants. The first grant is for up to \$40,000.00 Match Funds that requires a 25% match out of pocket, and the funds, if awarded, will be used to purchase extrication tools (Cutter, 32' Spreader, batteries, and a Deluxe Strut Kit) from Clarey's Safety Equipment in the amount of \$45,140.00 as presented on the quote. (Action 25-09-152) Council Member Lorentz moved to approve the Fire Department applying for the Sourcewell Match Funds Grant, seconded by Council Member Kimball. Motion adopted unanimously. The second grant is for up to \$50,000.00 of Impact Funds and will be used to purchase nine (9) Motorola Radios to replace current radios and add additional radios in the response vehicles for proper communication during emergencies. (Action 25-09-153) Council Member Lorentz moved to

approve the Fire Department applying for the Sourcewell Impact Funds Grant, seconded by Council Member Kimball. Motion adopted unanimously. (Action 25-09-154) Council Member Kimball presented Resolution #25-31-763 "A Resolution Establishing Support for Seeking Funding from Sourcewell for Impact Funding", and moved for its adoption, seconded by Council Member Lorentz. Put to a vote, the following members voted in favor of this resolution: Kimball and Lorentz; against, none. Resolution #25-31-763 was duly adopted.

Liquor Store operating statement for the month of August was submitted, which showed a profit of \$709.03.

The Council was presented with a monthly report for August from the Todd County Sheriff's Office showing calls they managed during the month.

#### Old Business:

At the August meeting, (Action 25-08-126) Council Member Olson moved to ask Catalis if we can get a deal for paying off the whole contract, if not to just pay the invoices as they come, seconded by Council Member Lorentz. Motion adopted unanimously. Deputy Clerk Voller reached out to Catalis and asked if we would be able to receive a discount if we were to pay off the contract, and they replied that the contract terms have been put in place and signed. Administrator Nordlund contacted Catalis and asked the same question, Catalis asked for a proposed discount for them to bring to their legal team. (Action 25-09-155) Council Member Lorentz moved for Administrator Nordlund to negotiate the best deal for the city so the contract can be paid off, seconded by Council Member Kimball. Motion adopted unanimously.

#### New Business:

The city Administrator asked the Council if the Personnel Policy could be amended so the Deputy Clerk is able to get 80 working hours in a pay period. The policy currently states the Deputy Clerk will work from 8:00 am to 4:30 pm and is not paid for a 60-minute break, this only gives her a total of 75 paid hours per pay period. (Action 25-09-156) Council Member Lorentz moved to approve amending the Personnel Policy to read a 30-minute paid break, only if the Deputy Clerk punches in and out on the time clock, seconded by Council Member Kimball. Motion adopted unanimously.

Clay Sandmeyer presented a quote from Groebner in the amount of \$13,845.13 for fusing equipment that will allow the Maintenance Department to fuse gas lines themselves, in the event there is a gas leak. Sandmeyer also stated the only thing missing is a nitrogen tank, and that will be used to clean the gas lines (blow the dirt and debris out), and to be used for pressure testing. Council Member Kimball asked if there were any trainings or certifications needed for this type of equipment. Mr. Sandmeyer stated a person must be certified to utilize this equipment, and they would be renewed on an annual basis. Northwest Gas will send the training modules, and an individual will come on-site and work with the Maintenance Department to complete the competencies required to utilize the fusing equipment. Mr. Sandmeyer will take additional training that will allow him to train and recertify Nick Stoecker on an annual basis as well. The Council stated since we are updating and purchasing new equipment, our equipment is not to be rented out or shared. In the event of an emergency, Sandmeyer and Stoecker would be able to help, but will need send a bill accordingly. (Action 25-09-157) Council Member Kimball moved to approve purchasing the fusing equipment in the amount of \$13,845.13 as presented on the Groebner quote, seconded by Council Member Lorentz. Motion adopted unanimously.

Council Member Lorentz stated to Mr. Sandmeyer that she owes him the discussion of on-call / comp time pay, as this was brought up at a previous meeting. Kimball asked what the average comp time hours were per pay period. Administrator Nordlund stated that it can vary, one week may be an hour, but the next it could be seven (7), depending on what happens and if there are any emergencies. Lorentz asked Administrator Nordlund to reach out to other cities and ask what their policies are for on-call pay, and comp time. Council Member Kimball also asked to see comp time hours from the last three (3) to five (5) years.

Council Member Kimball asked Administrator Nordlund to obtain quotes for the Liquor Store signs. He stated the sign on the South side of Shirley's Car Wash is faded and hard to read. He also states the two (2) signs on the Liquor Store should be replaced as well due to fading and lighting not working properly.

There being no further business to come before the City Council, (Action 25-09- 158) Council Member Lorentz moved to adjourn at 9:00 p.m., seconded by Council Member Lorentz. Motion adopted unanimously.



Ashlee Nordlund  
City Administrator



Jason Nelson  
Acting Mayor