

CITY COUNCIL MEETING

AUGUST 19, 2025

6:00 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 Tuesday, August 19, 2025, at 6:00 P.M., in the City Hall. Mayor Scott Johnson called the meeting to order at 6:00 P.M. Council Members present were Jason Nelson, Jaculyn Lorentz, Jim Kimball, and Jessica Olson; absent: none. Also, present were Ashlee Nordlund, Andrea Voller, Clay Sandmeyer, Nick Stoecker, Lori Johnson, Bryan Drown, Debra Meyer-Myrum, and John & Laura Dempsey.

The Pledge of Allegiance was recited.

Mayor Scott Johnson declared the variance hearing opened at 6:00 p.m. for John and Laura Dempseys' request to have their non-conforming structure (after the splitting of the lot #33-0022900) remain within 4 feet of the rear and side yards. Present for the hearing were John and Laura Dempsey, Bryan Drown, and Debra Meyer-Myrum. The City Council, who are also the planning commission, reviewed the request submitted by John and Laura Dempsey. Mayor Johnson asked the City Administrator if the city received any comments. The City Administrator stated that the city has received no oral or written comments or objections regarding this variance. Since the variance appears that it will not be detrimental to the neighborhood, (Action 25-08-115) Council Member Lorentz moved to approve John and Laura Dempseys' variance request as presented, seconded by Council Member Olson. Motion adopted unanimously. (Action 25-08-116) Council Member Lorentz moved to approve splitting parcel #33-0022900 back to its original dimensions before being combined into one parcel, seconded by Council Member Olson. Motion adopted unanimously. (Action 25-08-117) Council Member Lorentz moved to close the hearing at 6:02 p.m., seconded by Council Member Olson. Motion adopted unanimously.

Following a brief review and discussion, (Action 25-08-118) Council Member Olson moved to approve the minutes of the July 21, 2025, Regular City Council meeting as written, seconded by Council Member Lorentz. Motion adopted unanimously.

Bills submitted for approval were reviewed. Following a question-and-answer period, (Action 25-08-119) Council Member Lorentz moved to approve the bills for payment as presented, seconded by Council Member Nelson. Motion adopted unanimously.

Bryan Drown presented the Council with Pay Application Number 7 in the amount of \$212,787.26 for the work completed on the Phase 5 Street and Utility Improvement Project through August 8, 2025. Bryan stated there will be one more pay application, but that may not be ready until October, as they want to ensure the turf is growing, and everything looks good. (Action 25-08-120) Council Member Olson moved to approve Pay Application Number 7 in the amount of \$212,787.26 as presented, seconded by Council Member Lorentz. Motion adopted unanimously.

The Council was informed of the following donations were made to the City: Jerry and Wanda Tepley in the amount of \$500.00, and the Morcomb Family in the amount of \$75.00, both to the Fire Department (Action 25-08-121) Council Member Olson presented Resolution #25-21-753 "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; Olson, Lorentz, Nelson, and Kimball; against, none. Resolution #25-21-753 was duly adopted.

The Council was presented with the following Zoning Permit Application's; a) (#25-07) SJM Real Estate to install canopy fascia, logos, and lightbar, remove and replace sign and pole; b) (#25-08) Cathy Johnson to paint the cedar siding and the trim, and c) (#25-09) Corey Haase to install 387 lineal feet of vinyl fence at 6 feet high around the property. (Action 25-08-122) Council Member Lorentz moved to approve SJM Real Estate's #25-07 Zoning Permit Application as presented, seconded by Council Member Nelson. Motion adopted unanimously. (Action 25-08-123) Council Member Lorentz moved to approve #25-08 Cathy Johnson's Zoning Permit Application as presented, seconded by Council Member Nelson. Motion adopted unanimously. (Action 25-08-124) Council Member Olson moved to approve #25-09 Corey Haase's Zoning Permit Application as presented, seconded by Council Member Kimball. Motion adopted unanimously.

Administrator Nordlund spoke with Joey Beach and informed him the Council was still considering options and informed council it would be best to have something worked out before making another call to Joey (Action 25-08-125) Council Member Olson moved to consider a quick claim deed, where Joey would pay 2022/2023 back taxes (\$1179.69) and the council would pay the 2024/2025 back taxes (\$504.30) and the \$7089.06 Phase 5 street project assessment (contingent on speaking with our attorney), seconded by Council Member Kimball. Put to a vote, the following members voted in favor of this resolution; Olson, Lorentz, and Kimball; against, Nelson. Motion duly adopted.

The Council was presented with the City Website quote information along with the City Council Meeting Minutes from January 17, 2023, where the Council (Action 23-01-13) approved the hiring of Gov Office to help maintain the city's website in the amount of \$8,410.00 over a three (3) year period. The Administrator has reached out to the City Attorney, and he asked what the top dollar amount the City Council would be willing to spend. The Administrator has provided this information to the Council and is waiting to receive an answer. In the meantime, the Deputy Clerk has reached out to other cities and asked if they have dealt with Catalis (Gov Office) and what their experience was. Many stated they tried to get out of the contract, but the company would not budge on the numbers as the contract was signed. (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.

During the July Council Meeting, the Administrator presented the Council with a quote from Royce Martin for the two (2) cameras that are off site, one at the Water Treatment Plant and one at Nelson Park. The Council wanted the Administrator to ask about the five (5) additional cameras the city has at Lion's Park, Water Tower, Well, and two (2) at the brush site. After speaking to Royce about the additional cameras, he stated it would be best to wait to update the cameras until the Liquor Store needs a new camera system, which is in the next couple of years. Mr. Martin stated it would be very costly to update the cameras now, and then again when we must update the Liquor Store cameras. (Action 25-08-127) Council Member Lorentz moved to pay the quote as presented in the amount of \$600 for the Nelson Park and Water Treatment Plant cameras, seconded by Council Member Olson. Motion adopted unanimously. Clay Sandmeyer stated the two cameras at the brush site he would update those through Verizon and has not yet as we were waiting to hear back from Royce on the cameras. Mr. Sandmeyer stated each camera's renewal costs about \$230.00. (Action 25-08-128) Council Member Lorentz moved to have Clay move forward with renewing the annual contracts for the two cameras at the brush site in the total of \$460.00, seconded by Council Member Nelson. Motion adopted unanimously.

The City Administrator presented the Liquor Store Operating Statement for July 2025, which showed a net loss of \$3,588.81.

The Liquor Store received a new ATM Machine due to the other one continuously having issues. When updating the machine, the City Administrator spoke to David from Card Care Systems, Inc., and he stated the city should really think about increasing the ATM card fees. David stated the fees are currently at \$3.50 per transaction, and he is suggesting they be increased to \$4.00 per transaction. No action taken. Council asked Administrator Nordlund to look into the idea of lowering the ATM fee but charging a credit card fee.

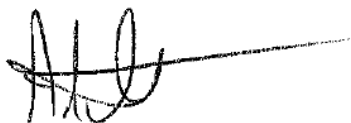
The Council was presented with the monthly report for July from the Todd County Sheriff's Office showing calls they handled during the month.

The City Administrator provided the Council with the changes the Auditor has suggested. The Auditor, Sara Oberloh, worked with Administrator Nordlund on Thursday, August 7, 2025, to explain some of the discrepancies. She stated the monthly interest calculations have been done incorrectly and should be straightened out. (Action 25-08-129) Council Member Lorentz moved to approve City Administrator to perform the account adjustments advised by the Auditor, seconded by Council Member Kimball. Motion adopted unanimously.

The City Administrator is working on the Budget for 2026 and was wondering what the Council would like to add for wages, (Action 25-08-130) Council Member Lorentz moved to approve a 6% increase, seconded by Council Member Nelson. Motion adopted unanimously.

The Council was presented with the Clerks Academy training through the League of Minnesota Cities. This is a training for new Clerks/Administrators, and the cost is \$250.00 per attendee. Administrator Nordlund feels this training would be beneficial to her and the Deputy Clerk, as they are both new to their roles. (Action 25-08-131) Council Member Lorentz moved to pay \$500.00 and send Administrator Nordlund and Deputy Clerk Voller to the conference, seconded by Council Member Kimball. Motion adopted unanimously.

There being no further business to come before the City Council, (Action 25-08-132) Council Member Lorentz moved to adjourn at 7:23 p.m., seconded by Council Member Nelson. Motion adopted unanimously.



Ashlee Nordlund
City Administrator



Scott Johnson
Mayor

