



Regular City Council Meeting

Monday, November 17, 2025 at 6:00 pm

1. Call to Order

a. Pledge of Allegiance

Led by Mayor Lalone

b. Roll Call

Council members Gaertner, Landrus, Suchy, Thurn & Mayor Lalone

2. Approval of Minutes for City Council meeting Oct. 20, 2025, Closed City Council meeting Oct. 28, 2025, Special City Council meeting Nov. 13, 2025, DAHS meeting Sept. 23, 2025.

Attachments:

- **10-20-25 DRAFT Regular City Council Minutes** (10-20-25_DRAFT_Regular_City_Council_Minutes.pdf)
- **10-28-25 DRAFT Closed City Council Minutes - Preliminary Consideration of Allegations** (10-28-25_DRAFT_Closed_City_Council_Minutes_-_Preliminary_Consideration_of_Allegations.pdf)
- **11-13-25 DRAFT Special City Council Minutes - Attorney firm interviews** (11-13-25_DRAFT_Special_City_Council_Minutes_-_Attorney_firm_interviews.pdf)
- **DAHS September 23 2025 Meeting Minutes** (DAHS_September_23_2025_Meeting_Minutes.pdf)

3. Public Hearing(s)

4. Open Forum

(The City Council invites residents to share new ideas or concerns related to city business; however, individual questions and remarks are limited to three (3) minutes per speaker. No City Council action will be taken, although the Council may refer issues to staff for follow up or consideration at a future meeting. The Mayor may use discretion if speakers are repeating views already expressed or ask for a spokesperson for groups of individuals with similar views. Speakers should state their name and home address at the podium before speaking.)

5. Additions or Omissions to Agenda

6. Consent Agenda

a. Payment of Claims \$267,323.93

b. Motion to approve Resolution 2025-026 accepting a donation to the City of Dassel from Dassel Firemans Relief Association Gambling Account in the amount of \$60,000.

Attachments:

- **2025-026 Resolution Accepting Donation-FD Gambling \$60,000** (2025-026_Resolution_Accepting_Donation-FD_Gambling_60_000.pdf)

- c. **Motion to approve Resolution 2025-027 accepting a donation to the City of Dassel from Gary & Doris Kyllonen in Honor of Orland Nelson in the amount of \$20.**

Attachments:

- **2025-027 Resolution Accepting a Donation to the City of Dassel -FD Dept \$20** (2025-027_Resolution_Accepting_a_Donation_to_the_City_of_Dassel_-FD_Dept_20.pdf)

7. Council & Committee Reports

- a. **DAHS meeting, Tues. Oct. 28, 2025 - Eckerly**
- b. **Closed City Council meeting, Tues. Oct. 28, 2025 - Mayor Lalone**
- c. **Special City Council meeting, Thurs. Nov. 13, 2025 - Mayor Lalone**

8. Staff Reports

a. Museum Director

Report will be distributed at the meeting. 11/18/25 UPDATE attachments added from Council meeting 11/17/25

Attachments:

- **History of the Restoration of Universal Laboratories Building** (History_of_the_Restoration_of_Universal_Laboratories_Building.pdf)
- **Museum Director Report - Nov 2025** (Museum_Director_Report_-_Nov_2025.pdf)

b. Liquor Store Manager

Attachments:

- **Liquor Monthly Report - October 2025** (Liquor_Monthly_Report_-_October_2025.pdf)

c. Fire Chief

Attachments:

- **Monthly Report** (Fire_Dept_Monthly_Report_-_October_2025.pdf)

d. Public Works Director

Report will be distributed at the meeting.

11/17/25 UPDATED: Please find attached the monthly report and two quotes for generator service contracts for a 3-year period. Moy is recommending the Cummins bid. This is who the city currently contracts with.

Attachments:

- **Public Works Report November 2025 recieved 11-17-25** (Public_Works_Report_November_2025_recieved_11-17-25.pdf)
- **9-18-25 Cummins - 3 year Generator Planned Equip Maint** (9-18-25_Cummins_-_3_year_Generator_Planned_Equip_Maint.pdf)
- **11-5-25 Ziegler - 3 year Generator Planned Equip Maint** (11-5-25_Ziegler_-_3_year_Generator_Planned_Equip_Maint.pdf)

e. City Engineer

Mitchell Lease, Bolton & Menk will review the following items:

1. Payment estimate #1 from R & K Industries LLC dba Diversified Paving \$324,153.17 for Dassel Cokato Trail Improvements (9a Business Item).
2. 5-Year Street Capital Improvement Plan (9b Business Item).
3. 2027 Street Improvement Project (9c Business Item).

Attachments:

- **2025-11-13 2027 Imp Proj Mayor Cncl Memo** (2025-11-13_2027_Imp_Proj_Mayor_Cncl_Memo.pdf)

f. City Administrator

Attachments:

- **20251115 City Administrator Report** (20251115_City_Administrator_Report.pdf)
- **10-27-2025 GMHI Letter to Selected Grantees_City of Dassel - Housing Infrastructure Award Letter** (10-27-2025_GMHI_Letter_to_Selected_Grantees_City_of_Dassel_-_Housing_Infrastructure_Award_Letter.pdf)
- **Meeker Co Justice Center Open House** (Meeker_Co_Justice_Center_Open_House.pdf)

g. City Attorney

h. Sheriff's Department

Attachments:

- **Meeker Co Sheriffs Report - October 2025** (Meeker_Co_Sheriffs_Report_-_October_2025.pdf)

9. Business Items

- a. Motion to approve Payment Estimate #1 from R & K Industries, LLC dba Diversified Paving in the amount of \$324,153.17 for improvements to the Dassel -Cokato Trail**

Attachments:

- **2025-11-13 136350 Pay Est No. 1 - R & K Industries - Cokato Dassel Trail Improvements** (2025-11-13_136350_Pay_Est_No._1_-_R_K_Industries_-_Cokato_Dassel_Trail_Improvements.pdf)

- b. Motion to approve 5-Year Street Capital Improvement Plan for 2027-2039 including map.**

Attachments:

- **2025-10-20 CIP Map Update - 5 year Street 2027-2039** (2025-10-20_CIP_Map_Update_-_5_year_Street_2027-2039.pdf)
- **2025-10-20 CIP Update - 5 year Street 2027-2039** (2025-10-20_CIP_Update_-_5_year_Street_2027-2039.pdf)

- c. Motion to approve Resolution 2025-028 Ordering Preparation of Report on 2027 Street Improvement Project.**

Attachments:

- **2025-028 Resolution Ordering Preparation of Report on 2027 Street Improvement Project** (2025-028_Resolution_Ordering_Preparation_of_Report_on_2027_Street_Improvement_Project.pdf)

- d. Motion to approve contract with _____ for attorney services for the City of Dassel and authorize the Mayor and City Administrator to sign the agreement.**

Responses to billing question:

Flaherty & Hood will be presented at the meeting.

UPDATE: To your question about how we would bill for attorneys' time other than David, generally speaking, we would bring other attorneys in when their specific experience and skills would provide greater efficiency on a given matter, or otherwise as needed to complete a project on the quickest possible timeline. We would generally bill for all our attorneys' time spent working on a project for the city pursuant to the schedule of hourly rates in our proposal. This could include limited time for David (or me) to initially review a request for services and provide direction to another attorney, and then to review and revise the work product before submitting it to the city, as well as the time spent by the other attorney in completing the work, and on occasion some collaboration between attorneys as needed to work through complex issues, but we would not be duplicating services and having multiple attorneys billing for work that one attorney could do his or herself. Our billing statements will contain detailed descriptions of the work performed by each attorney so the city will know exactly what we're doing, and which attorney is providing services. Additionally, as the supervising attorney, I would review every billing statement before it is submitted to the city and exercise my judgment and reduce or delete time reported by any of our attorneys if I think we collectively spent too much time on an issue considering the nature and complexity of the project.

Finally, we are available to begin providing legal services to the City immediately, or whenever the City would like us to begin.

are brought in to help, our practice is to bill for that attorney's time but we won't double up on work. As you might expect, there are some limited circumstances where the city gets value in having more than one attorney coordinating or working on a project. In those situations, we'll bill for both attorneys' time but only if there's a tangible value-add for the city. I can assure you that we take a substantial amount of pride in reviewing invoices carefully and not billing for services that the city doesn't obtain value in. We also leverage one another's expertise at K&G for the city's benefit, and so there are occasions when a short phone call with a colleague might provide Siobhan with an answer to a unique issue that would have otherwise taken her a lot more time to independently research. Under those circumstances, the city obtains significant value even if the time both attorneys spent on the phone call is billed. Additionally, in a situation where another attorney is brought in to handle a project independently, it's customary for only that attorney to run point with the city and handle that project, and therefore there'd be no need for Siobhan to be involved, i.e. that specializing attorney would be the sole person billing time on that project. We see that, too, as a significant value-add to the city because the specializing attorney is only being brought in because of their subject matter expertise in that area of law, i.e. Siobhan wouldn't need to spend the time and effort coming up to speed on an issue or area of law that someone else specializes in. I hope that answers your question but we're happy to elaborate further if you'd like.

Attachments:

- **Retainer Agreement - Civil City Attorney - Flaherty Hood P.A. Template 2025** (Retainer_Agreement_-_Civil_City_Attorney_-_Flaherty_Hood_P.A._Template_2025.pdf)
- **11-14-25 DOCSOPEN-#1060651-v1-Kennedy and Graven Agreement for Legal Services (Dassel)** (11-14-25_DOCSOPEN-_1060651-v1-Kennedy_and_Graven_Agreement_for_Legal_Services_(Dassel).pdf)

e. Update on RFP for Engineering/Architect firm for costs on designing new Fire Station

At this time, Administrator Eckerly has been researching RFP's that other cities have utilized and may have a draft available at the meeting for Council consideration.

f. Discuss if City Council wants to increase Meeting Per Diem from \$25.00 starting in 2026 and increase their salary starting in 2026.

This was tabled at the October 20, 2025, Council meeting.

Attachments:

- **League of Minnesota Cities Wage Study Council Members List 9-2-25** (League_of_Minnesota_Cities_Wage_Study_Council_Members_List_9-2-25.pdf)

10. Announcements / Dates to Remember

DAHS meeting, Tues. Nov. 25, 2025, 10:00 a.m. History Center

Dept Head meeting, Tues. Dec. 9, 2025, 7:00 a.m. at City Hall

City Council meeting, Mon. Dec. 15, 2025, 6:00 p.m. at City Hall
Delinquent Utility Account Hearing, Mon. Dec. 15, 2025, 6:15 p.m. at City Hall
Truth In Taxation Hearing, Mon. Dec. 15, 2025, 6:30 p.m. at City Hall

Holiday - December 24, 2025 - Christmas Eve - City Hall Closed

Holiday - December 25, 2025 - Christmas Day - City Hall Closed

Holiday - December 31, 2025 - New Year Eve - City Hall open 8:00 am - noon

Holiday - January 1, 2025 - New Year Day - City Hall Closed

11. Adjourn

The agenda packet with all background material is located at the side table for viewing by the public. The agenda is subject to change without notice. Information and materials relating to the above items are available for review at city hall by appointment.

Contact: Renee Eckerly (renee.eckerly@dassel.com 320-275-2454) | Agenda published on 11/14/2025 at 5:20 PM



DRAFT

Regular City Council Meeting

Minutes

Monday, October 20, 2025 at 6:00 pm

1. Call to Order

a. Pledge of Allegiance

Led by Mayor Lalone

b. Roll Call

Council members Gaertner, Landrus, Suchy, Thurn & Mayor Lalone

Minutes:

Council members present: Gaertner, Landrus, Suchy, Thurn & Mayor Lalone
Members absent: None

2. Approval of Minutes for City Council meeting Sept. 15, 2025, Fire Advisory meeting Feb. 26, 2025, Planning & Zoning Commission meeting July 7, 2025, DAHS meeting July 22, 2025, Red Rooster Committee meeting Aug. 26, 2025, Dassel City Council EDA meeting Sept. 15, 2025.

Minutes:

Motion by Gaertner, seconded by Suchy to approve the Minutes for City Council meeting Sept. 15, 2025, Fire Advisory meeting Feb. 26, 2025, Planning & Zoning Commission meeting July 7, 2025, DAHS meeting July 22, 2025, Red Rooster Committee meeting Aug. 26, 2025, Dassel City Council EDA meeting Sept. 15, 2025.
Motion carried.

3. Public Hearing(s)

4. Open Forum

(The City Council invites residents to share new ideas or concerns related to city business; however, individual questions and remarks are limited to three (3) minutes per speaker. No City Council action will be taken, although the Council may refer issues to staff for follow up or consideration at a future meeting. The Mayor may use discretion if speakers are repeating views already expressed or ask for a spokesperson for groups of individuals with similar views. Speakers should state their name and home address at the podium before speaking.)

5. Additions or Omissions to Agenda

Minutes:

Motion by Landrus, seconded by Thurn to approve the agenda with the addition of Resignation from Bill Ward from the Heritage Preservation Commission to be added under consent agenda 6F and a Pre-development agreement with Derrick Haase at A Way Out Sober Living to be added under business item 9c. Motion carried.

6. Consent Agenda

Minutes:

Motion by Landrus, seconded by Suchy to approve the Consent agenda with the approved changes. Motion carried.

- a. **Payment of Claims \$283,443.28**
- b. **Approve MN Lawful Gambling permit for Dassel-Cokato Wrestling Boosters to hold raffle at Thirsty's Tavern, 241 Atlantic Ave W, Dassel on Feb. 7, 2026**
- c. **Approve the Retail Registration for Lower-Potency Hemp Edible-Retail (LPHE-R) for the Dassel Municipal Liquor Store for one year starting November 1, 2025, for \$125.00 pending MN Office of Cannabis Management approval.**
- d. **Approve Resolution 2025-025 Accepting a Donation to the City of Dassel for the Fire Department - Paula Trisko**
- e. **Approval to set Public Hearing for December 15, 2024, at 6:15 p.m. certifying for assessment delinquent garbage, water and sewer, and mowing bills to Meeker County.**
- f. **Accept the Resignation from Bill Ward from the Heritage Preservation Commission.**

7. Council & Committee Reports

a. DAHS meeting, Tues. Sept. 23, 2025 - Eckerly

Minutes:

Administrator Eckerly reported the Fungus Amungus show is on the 3rd floor. Sherlock's Christmas Carol during the second and third week of December. Motion passed to split the cost for the new HVAC system with the city. Postponing the little theatre work, grant application won't be submitted until October of 2026 due to the needs of getting quotes from consultants and clarifying costs. Membership drive letters will go out in October.

b. Red Rooster meeting, Mon. Sept. 29, 2025 - Gaertner

Minutes:

Council member Gaertner reported the committee discussed the financials of what had happened during the event. The committee was pleased with Marketplace and how well the refrigerated truck worked. Tom Nelson, Car Show enjoys being in the parking lot of the church. Another meeting scheduled is for October 30, 2025.

c. Special City Council meeting, Tues. Sept. 30, 2025 - Lalone

Minutes:

Mayor Lalone reported at the meeting Council agreed on a 6-foot set back and 9-foot 9-inch sidewalls. The ordinance is at 10-feet for side setbacks and 9-feet for sidewalls. There will be future discussion to look into changing the sidewall height on accessory buildings. Council also discussed the budget and set the levy at a 9% increase which is temporary and they intend for it to be lower.

d. Dassel Cokato Rec Center meeting, Mon. Oct. 6, 2025 - Eckerly

Minutes:

Administrator Eckerly reported that Superintendent Mark Raymond reported

that the ice is some of the best skating ice in the area and that the Rec Center is completed. This meeting was regarding seeking funding for the remaining elements from the original ice area drawing that have not been completed such as the mezzanine. Representative Gillman would like to submit a proposal for funding again to the State Bonding Committee. She suggested funding could be approved if either the City of Cokato or Dassel would be the fiscal agent for the school district.

e. Dassel-Cokato Trail Committee meeting, Mon. Oct. 13, 2025 - Landrus

Minutes:

Council member Landrus reported the Committee discussed the preliminary agreement regarding the future trail maintenance with the State of MN but is only lists the City of Dassel. Engineer Lease is working to finalize some language in the agreement and add the other responsible entities to the agreement. There will be a signing sheet for each entity involved, Dassel Cokato School, City of Cokato, City of Dassel and Dassel Township. The work being done on the trail looks like it is nearing completion.

8. Staff Reports

a. Museum Director

Minutes:

Director Holje reported air conditioning and ergot exhibit enhancements are in progress. A manhole cover rubbing exhibit by a California artist with Dassault Connections is on display, including one from Dassel's History Center parking area. A Rosemaling exhibit, a spin-off from the Norwegian celebration, is also available. Kurt Meyer is sharing his art collection for the seventh time.

b. Liquor Store Manager

Minutes:

Administrator Eckerly reported that Manager Moy is working with Vos Construction on gutter work, awaiting a part for the south side. Sales of seasonal items like Oktoberfest, pumpkin flavors, and eggnog are increasing. She's working on a low potency license application through the Department of Cannabis Management. The state will now oversee THC licensing, repealing the city's process. The state has set the fee schedule: \$125 for a low potency edible license. First application for most Cannabis products is \$500, renewal is \$1,000. Last year the Liquor Store paid \$2,200.00 for their THC license, which now would only be \$125.

c. Fire Chief

Minutes:

Chief Johnson reported September had a total of 35 calls, 15 in the city of Dassel, putting the year-to-date total at 352. The pork chop supper brought in approximately \$10,500, with expenses around \$3,000- \$4,000. Johnson thanked all who attended for their support. They had help at the school for fire prevention week and tours at the fire hall.

d. Public Works Director

Minutes:

Director Moy reported Street sweeping is ongoing due to falling leaves. The RRFID on Highway 12 was reinstalled and will need to be moved for snow cleaning equipment. Millings from the PATH project were brought in, and MnDOT and Meeker County will be charged for sweeping Highway 12. Sewer basins and vectors are being jetted, with one basin on 12 inaccessible due to moisture. A leak on First and Highway 12 is being addressed with parts ordered, estimated cost of \$1,875. The water sampling tester was repaired instead of replaced. Spray irrigation will run until early November, followed by winterizing. Gravel was brought in for millings from the Trail project to Pacific Avenue. Dale Wright, part time Public Works staffs' last day for the season will be October 24, 2025, with plans to have him return next year. The cost to get Mason a Class B CDL would be \$2,500. Next year at the park in Summit Hills, there was a discussion about doing some concrete underneath the benches and the Housing Association is willing to help pay.

e. City Engineer

Minutes:

Engineer Lease reported Spectralytics (Cretex Medical) is exploring expanding their facility and need they would like to connect to the city's gravity sanitary sewer service to their facility. The current lift station has capacity constraints and reliability issues. A new lift station is proposed at the south end of 3rd Street to serve Spectralytics and future development. The Minnesota Department of Employment Economic Development (DEED) offers the Business Development Public Interest Infrastructure (BDPI) program. The program offers grants up to 50% of eligible construction costs. Spectralytics plans to add 100 employees between 2025 and 2027. The expansion they're doing is \$3 million. There is a 93-acre parcel that could be used for industry and/or housing. The water service goes all the way down to where the gravel starts. Motion by Gaertner, seconded by Landrus to proceed with the Spectralytics Wastewater Expansion Utilizing DEED BDPI Grant. Motion carried.

f. City Administrator

Minutes:

Administrator Eckerly reported that she, Mayor Lalone and Engineer Lease had previously met with Cretex about their future expansion and needs. Staff met with Derek Haase, the owner of the A Way Out Sober Living regarding fire suppress and additional development of the former Lakeview Ranch property. Staff met to discuss the Fischer property south of city limits. The City has an easement for the tile line that goes across his property. Fischer feels there have been some breaches in that tile line that the City should fix. We are looking at getting someone into camera the tile line to see if there are any breaches. The City of Litchfield is unable to help camera that line. The first Fall Frolic Festival was a success. We are already planning next year's event. We will have a Halloween trick or treat event downtown at the businesses, October 31st, starting at 3 to 5, and then the churches are from

5:30 to 6:30, and at Saints Field from 5:30 - 6:30.

Eckerly asked Council if they would like to increase their meeting per diem from \$25.00/meeting and also an increase in their salary. It was decided this will be discussed at the November meeting.

It was discussed how to do Performance Evaluations now that the staffing structure is different. Council decided on a closed session where each department head would give a summary of their evals of their staff and the City Administrator would give a summary of the Department Head evaluation.

Council would then do the Administrator's evaluation.

She is working to get job descriptions put together for the open position and get the Personnel policy updated. She budgeted for a full-time position in 2026 for the open administration position and will be bringing it to the Personnel Committee for approval.

The next Red Rooster meeting will be to talk about becoming a 501C3 or partnering with an already established 501C3.

g. Sheriff's Department

Minutes:

Deputy Kelly reported zero burglaries in town for the month and 63 traffic stops.

9. Business Items

- a. Motion to declare the 2005 Ford Ranger (VIN 1FTZR15E35PA93134) as surplus property and authorize advertisement for bids using _____ with a minimum bid of \$ _____**

Minutes:

Motion by Landrus, seconded by Thurn declaring the 2005 Ford Ranger (VIN 1FTZR15E35PA93134) as surplus property and authorize advertisement for bids with a minimum bid of \$2,500.00. Motion carried.

b. Discuss new Fire Station

Minutes:

Terry Heidecker, Fire Department gave a presentation to the Council with the research they had done on a new fire hall. The Fire Advisory Board passed a motion to request the Dassel City Council formally approve to proceed with the planning and construction of a new fire station. Estimated project cost are between \$2.5 and \$6 million. The new facility would replace the current fire station which was built in 1969 and be built on the jacent vacant city lot. Concerns with the current fire station include plumbing, water drainage, storage, flooring, and lighting issues. Space concerns: dressing for calls, space between trucks, carcinogens, bathrooms, storage office spaces, public storm shelter. maintaining and cleaning trucks. Door placement from the meeting room to the truck bay is problematic, hindering safe and efficient departures. Tight space for backing in trucks, leading to accidents and truck repairs. Fire station storage: Mezzanine above the air compressor maintenance area has low clearance. Limited storage space for spare gear, cooking equipment, tables, and blankets. A shipping container was acquired for storing charitable gambling boxes. A shed is used for signs, spare items, and tables. Training and meeting

space: The fire hall is used for training, including props like a cut-off tanker on a trailer. Meeting space is tight, especially for active training sessions. The fire hall is used for community events, such as fire prevention week. Estimates for a new fire hall were obtained for a 15,000 square foot station. Builder 1 quoted \$300-\$325 per square foot for steel construction and \$350-\$375 for tip-up cement. Builder 2 quoted \$200 per square foot for steel construction. Builder 3 quoted \$175-\$200 per square foot for steel and \$200-\$300 for tip-up cement. The costs include the complete building, including doors, electrical, plumbing, and HVAC.

Investing in a new fire station is about protecting lives, property, and the future of the city. The current building is 6,000 square feet, and the new building will be more than double that size. The new building would be built on the lot to the south which is currently being used as a parking lot. The planning process involves determining what needs to be in the fire hall, developing the design, and coming up with a price. The Fire Advisory Board wants to be involved in the design and financing of the project.

USDA funding requires going out for an RFP for engineering services. The current interest rate is 5.25%. A \$5 million loan would result in approximately \$325,000 a year for 30 years. An engineering professional is needed to go through the process and determine the actual cost.

A new truck is being built at a cost of \$1.5 million. The Fire Advisory Board has saved up close to \$700,000 for the truck. The new truck is expected to be delivered in the first quarter of 2028. Two trucks will be leaving when the new truck arrives, and the money from their sale will go towards the payment of the new truck.

The first step is to create an RFP for engineering services to get a rough idea of the planning process cost. The fire department is working on the 2027 budget, so they are a year ahead. The Fire Advisory Board will be invited to a meeting to discuss the plans moving forward.

Motion by Gaertner, seconded Suchy to proceed with preparing an RFP for engineering and grant services to design a new fire hall. Motion carried.

c. Motion to approve the Predevelopment Agreement with Away Out Sober Living at 22851 MN Hwy 15.

Minutes:

Administrator Eckerly is requesting a predevelopment agreement with an initial deposit of \$5,000.00 in an escrow account to charge the bills incurred by the City. If the funds in the account run low the developer will be asked to replenish the account. Council member Landrus requested the sprinkler installation be added to the agreement.

Motion by Landrus, seconded by Gaertner to approve the predevelopment agreement beginning October 1, 2025, for the address located at 22851 MN Hwy 15 and to have the agreement include the installation of the sprinkler system. Motion carried.

10. Announcements / Dates to Remember

Minutes:

MN Assn Small Cities meeting, Thurs. Oct. 23, 2025, 2:00 p.m. in Paynesville, MN, Meeker County Justice Center Open House, Wed. Oct. 29, 2025, 4:30p.m. Litchfield, MN Charter Communications, Spectrum Channel Lineup and Programming Changes/Additions. CGMC 2025 Fall Conference, November 13 - 14, 2025, Grand Rapids, MN. DAHS meeting, Tues. Oct. 28, 2025, 10:00 a.m. History Center Special City Council CLOSED meeting, Tues. Oct. 28, 2025, at 6:00 pm at City Hall Red Rooster Committee meeting, Thurs. Oct. 30, 2025, at 6:00 pm at City Hall Discover Dassel, Downtown Trick or Treating, Friday, Oct. 31, 2025, 3:00 pm - 5:00 pm Veterans Day, Tues. Nov. 11, 2025 - City Hall Closed - Holiday Dept Head meeting, Wed. Nov. 12, 2025, 7:00 a.m. at City Hall City Council meeting, Mon. Nov. 17, 2025, 6:00 p.m. at City Hall

11. Adjourn

Minutes:

Motion by Gaertner, seconded by Suchy to adjourn at 7:55 pm. Motion carried.

Contact: Renee Eckerly (renee.eckerly@dassel.com 320-275-2454) | Minutes published on 11/14/2025 at 9:38 AM



DRAFT

Closed City Council Meeting

Minutes

Tuesday, October 28, 2025 at 6:00 pm

1. Call to Order

Minutes:

Meeting was called to order by Mayor Lalone at 6:00 pm.

a. Roll Call

Council members Gaertner, Landrus, Suchy, Thurn & Mayor Lalone

Minutes:

Members present: Gaertner, Landrus, Suchy, Thurn & Mayor Lalone Others present: Jana Sullivan Attorney with Kennedy & Graven Staff present: Renee Eckerly & Tracey Bergum Public present: Terri Boese

2. Business Item

a. Closed Session

Minutes:

Mayor Lalone announced the Council will be going into Closed session pursuant to Minnesota Statutes, Section 13D.05, subdivision 2(b), to conduct a closed meeting (the meeting must be open at the request of the individual who is the subject of the meeting) for preliminary consideration of allegations against the City Administrator, an individual subject to the authority of the City Council. Jana Sullivan, Kennedy & Graven advised Council that Administrator Eckerly had requested that the meeting be an open meeting, which is her right. Sullivan reviewed the allegations made by the former employee with Council and discussed the various options Council could take moving forward. Eckerly addressed the Council to give her account of the day and situation. Council decided there was no reason for disciplinary action or further investigation and would move forward with respective workplace training for all city staff including City Council.

Motion by Lalone, seconded by Landrus to direct Personnel Committee to find appropriate training for staff, supervisors and Council. Motion carried.

3. Adjourn

Minutes:

Motion by Gaertner, seconded by Landrus to adjourn the meeting at 6:49 pm. Motion carried.



Special City Council Meeting

Minutes

Thursday, November 13, 2025 at 5:30 pm

1. Call to Order

Minutes:

Meeting called to order by Mayor Lalone at 5:32 pm.

a. Roll Call

Council members Gaertner, Landrus, Suchy, Thurn & Mayor Lalone

Minutes:

Member present: Gaertner, Landrus, Suchy, Thurn & Mayor Lalone
Members absent: None

2. Business Items

a. Interview Attorney Firms

Interview questions will be distributed at the meeting.

Minutes:

At 5:30 p.m. the Council interviewed attorneys Robert Scott and David A. Assaf with Flaherty and Hood P.A. Assaf would act as the City Attorney and Scott would oversee Assaf.

At 6:00 p.m. Council interviewed attorneys David T. Anderson and Siobhan Tolar with Kennedy and Graven, Chartered. Tolar would act as City Attorney with Anderson overseeing Tolar.

Council discussed in length the differences they noted between the firms and decided that they would like the City Administrator to contact each regarding billing and contracts and add it to the agenda on Monday, November 17, 2025, for final decision.

3. Adjourn

Minutes:

Motion by Landrus, seconded by Gaertner to adjourn the meeting at 7:32 pm. Motion carried.

Dassel Area Historical Society
Board of Trustee's Meeting
September 23, 2025 10am

In attendance:

Executive Board: Ron Hungerford, Paul Settergren, Jon Benson, Rae Gayner

Board of Trustees –

Voting members: Galen Nyman, Mechele Pitchford, Susan Anderson, Bob Wilde, Julie Lindquist, Renee Eckerly

Non-Voting attendees: Carolyn Holje, Therese O'Fallon, Janis Rannow, Elaine Nordlie

The monthly meeting of the DAHS was called to order by Ron Hungerford at 10:01am

Secretary's meeting minutes (July) presented by Rae.

Rae noted the motion made at the July meeting to supersede the June motion regarding the Little Theatre.

Minutes were approved with a motion from Jon and a second from Galen. Motion passed.

Treasurer/Financial report (EOM August) given by Jon.

- Income \$4,040.48 and expenses \$4,880.79
- Treasurer Report for income/expenses and other:
 - Checking account: \$39,856.44 Edward Jones: \$82,978.07
 - Total non-dedicated funds \$122,834.51
- Larger expenses –
 - Crow River String Band - \$1000
 - Airborne - \$600
- Renee asked about the \$15,000 that is noted in the YTD budget for the little theater. It was explained that it was merely a cost guesstimate.

Treasure Report approved after motion made to accept by Paul with a second by Mechele. Motion passed.

Director's Report: Carolyn presented the Director's Report

- We are more than a history center, without the city partnership, we'd be nowhere. Visitors are amazed that we exist here.
- We are very fortunate to have the programming and exhibits that we have – Red Rooster speaker, Kurt and Paula Meyer, Lydia Henry (manhole covers), musical performers.

Line item moved up from New Business:

- The air conditioning is a hot topic, it is over 20 years old and leaking. The city has received two estimates, one for repair and one to replace. Per Renee (city) another estimate is required as it is over \$25K. Getting another estimate is proving difficult as Daston knows our system and other vendors may not want to evaluate the system if they won't get the bid.
 - Repair \$13,670
 - Daston – Replace \$29,675
 - City is wondering if DAHS would like to pay a portion of the determined cost.
 - Renee stated that there aren't currently any written rules about shared cost responsibility between the city and DAHS. She noted that currently the city budgets \$247K for DAHS costs.
 - Mechele noted that we should split the cost
 - Ron asked if grants would be an option. Jon stated as Treasurer, we have the money in the accounts to split the cost.
 - Carolyn stated that building expenses (painting, window coverings, etc.) have typically been a 50/50 split.

Motion made by Ron and Mechele to split the cost with the city for a new HVAC system 50/50.

Seconded by Galen. Paul asked if this is something out of this years or next years budget, the answer is this year.

Motion passed.

- Ron stated that the collaboration has been very good and things aren't getting any cheaper. He made the suggestion that Kurt start putting together a document for city/DAHS responsibility for costs. Carolyn will check with him but it's not critical.

Line Item moved up from Old Business -

- Little Theater – For the grant application, Paul Johnson stated that exact information is needed and getting estimates is going to take time. For that reason, the grant application will not be moving forward at this time. Once all of the estimates are collected and the grant proposal reworked, it will need to come back to a Board meeting for a new motion and approval.
- Membership letters will be going out in October
- Jon asked about how we can reach a younger population for membership as our current membership is aging.
 - Postcards are an option (sending to all residents), but then there is no return envelope
 - Renee noted that the water bill goes to all residents and the envelope can have 4 pages. DAHS could certainly use one of those pages to promote membership or what's happening at DAHS.
 - No decisions made about possibly hooking up with the city to reach out to the community.
- Much discussion about bringing in the younger generation. Possibly a school art show, Julie currently takes kids on a tour (3rd graders and Odyssey kids)
- What's in a Name just came down

Upcoming/Future Programs/Concerts, Events, Exhibits:

Programs/Scheduled Exhibits/Concerts:

- Norwegian Celebration Oct 11th – Judy Remington.
 - Elaine Nordby will be speaking. She has much history about the initial 52 people that left Norway. They were on the ocean for 16 weeks.
 - Online reservations for lunch and rosemaling.

Exhibits:

- Hildred exhibit remains on 4th floor
- Magnus Johnson and Peterson Pharmacy continue
- Lydia Henry /Manhole Cover Rubbings until Oct 19
- Kurt and Paula Meyer Exhibit until Oct 25

Future Exhibits:

- Printing exhibit.
- Dakota Uprising tour
- Old Christmas decorations

Directors Report approved after motion made to accept by Julie with a second by Renee. Motion passed.

MISC Of Interest –

- Cole O'Brien is interested in a QR Code program for historical sites in Dassel

Ongoing Scheduled activities –

- Mondays 10am – 3pm Playing Mahjong
- Tuesdays - 1:00 Card club
 - On the Last Tuesday of the month there is music and line dancing (all are welcome).
- Wednesdays 1 – 4pm Senior Citizens, games and coffee
- Thursdays – 9am and 6pm Country Western Line Dancing
 - Fellowship gathering in the afternoon; discussions about local area history

City News – Presented by Renee

- There is currently discussion about disbanding the Heritage Preservation Committee. While the council seems to be neutral, they'd like more information before doing it. Seems Litchfield is very successful so they may check with them to find out what they're doing.
- The Fall Frolic Flea Market was a lot of fun. There were a number of food trucks that didn't show up so Vinnie's was very busy. The Crow Wing Cloggers provided entertainment.
- October 20th the Fire Advisory Committee will meet. The Fire Department has ordered a new truck (\$1.5 mil) and it will barely fit into the current bay. Current discussions are beginning regarding a possible new

fire hall, estimates \$4.8 mil. The department is looking at another new truck in 2028. They've applied for a grant for the last 4 years to Michelle Fischbach and haven't heard anything.

- There is currently a street project scheduled for 2027.

FungusAmongus: presented by Jon

- New 25' – 26' announced:

Fall – Cyrano de Bergerac – Cast is set and there is some serious sword fighting and romance. Tickets are on sale, the performance will be on 3rd floor so there are limited seats.

Winter – A Sherlock Carol

Spring – Neil Simon's Fools

Summer – Newsies. The budget for the production is \$36K and a grant is currently being written for \$10K.

Old Business:

- N/A

New Business:

- N/A

Motion made by Mechele to adjourn the meeting. Seconded by Jon. Meeting adjourned at 11:25

Next Meeting – Tuesday, October 28th at 10am.

RESOLUTION ACCEPTING A DONATION TO THE CITY OF DASSEL

WHEREAS, the City of Dassel is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Dassel Fireman's Relief Association	\$60,000.00

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DASSEL, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Motion by _____, seconded by _____, the resolution was adopted and unanimously carried, this 17th day of November, 2025.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

RESOLUTION ACCEPTING A DONATION TO THE CITY OF DASSEL

WHEREAS, the City of Dassel is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
In Honor of Orland Nelson	\$20.00
From Gary & Doris Kyllonen	

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DASSEL, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Motion by _____, seconded by _____, the resolution was adopted and unanimously carried, this 17th day of November 17, 2025.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

Restoration of Universal Laboratories Building

Mary Jane Arens and Carolyn Holje, Project Directors
Kevin Anderson, Architect, Little Falls
Dick Johnson Construction, Contractor, Dassel

Howard Page donated the Universal Laboratories building to the Dassel Area Historical Society in 1993; the DAHS then donated it to the City of Dassel.

Looking back, it is difficult to imagine that this project worked. The important element of the project was the phases. The goal was to complete the restoration in 10 years, but it was finished in eight. It took six grants from the State Bond-Funded Grants-in-Aid program to complete the restoration. If the City of Dassel had not owned the building, these grant funds would not have been available.

1994 – Secured the building with a new roof and tiling around basement
Landscaping
Sign
Cost: \$14,500

1995 -- Hired an architect, Kevin Anderson
Cost: \$21,000

Phase I

Repaired and replaced damaged basement foundation wall
Replaced damaged floors, walls, and roof members
Installed new structural members where needed
Removed existing stairway and installed floor framing over the opening
Constructed two new stairways
Electrical service with underground lines and rough-in-wiring
Cost: \$59,000. Completed Oct. 31, 1996

1996 -- Named to the National Register of Historic Places in April

Phase II

Restored original windows and existing sashes
Cost: \$39,000. Completed Nov. 30, 1997

1998 -- Phase III

Electrical
Heating and Air Conditioning
Dry wall
Interior Finish
Basement slab and walls
Interior Painting
Cost: \$107,000. Completed Aug. 31, 1998

1999 -- Phase IV

Elevator

Cost \$60,000. Completed Sept. 1, 1999

2000 -- Phase V

Installed flooring and railings (Old flooring from Level Three was moved and installed on Levels Two and Four and new flooring was installed on Level Three)

Cost: \$30,000. Completed December 2000

2001

Trimmed and finished building interior

Installed sprinkler system

Finished flooring on Level Four

Finished stairs

Cost: \$100,000. Completed April 21, 2001

2006 -- Added Work with no matching grant funds

Installed doors

Installed parking lot

Resolved heating and cooling problems

Cost: \$12,500

Total Cost Restoration

\$443,000

Grants State of Minnesota through the Minnesota Historical Society

\$173,000

DAHS and its Supporters

\$151,000

City of Dassel

\$119,000

New Annex and Community Room

Myles McGrath, Project Director

Kevin Anderson, Architect, Little Falls

Compton Anderson Construction, Contractor, Hutchinson

2009 -- Phase VI -- New annex and community room

Total Cost of Annex

\$345,000

Historical Society and its supporters including

\$195,000

Dassel Township

\$75,000

Meeker County

\$25,000

City of Dassel

\$150,000

Total Cost Community Room

\$245,000

City of Dassel

\$245,000

Directors Report
Dassel History Center
Dassel Area Historical Society

November 2025

It is more than history at the History Center. Programming, music, theatre and art bring visitors to Dassel and the History Center. It is a partnership between DAHS and City

Air conditioning issues. Working on getting it resolved.

Working on evaluation of the spaces in the History Center for exhibits. Enhancing the ergot exhibit

Landscapers came for fall cleanup.

Slowing down in programing and exhibits. Winter doesn't bring as many people.

Rentals are increasing.

Businesses, weddings, showers, family Christmases

Fungus Amongus – Cyrano De Bergerac –

We have a wedding reception and a play both on Saturday night. It is an experiment to see if that works. Parking will be a problem. We need to buy those buildings next door.

The two events worked well.

Parking was an issue.

Planning for 2026 – Any suggestions or ideas

Liquor Store

	Cost of Good		Gross Profit		Growth %	2024	2023	2022	2021	2020	2019
	2025 Gross Sales	Sold	Gross Profit	%							
Jan	\$ 79,068.15	\$ 57,285.85	\$ 21,782.30	28%	0%	\$ 78,902.39	\$ 83,519.07	\$ 86,497.18	\$ 103,006.56	\$ 84,851.41	\$ 83,468.67
Feb	\$ 74,933.06	\$ 53,787.42	\$ 21,145.64	28%	-5%	\$ 79,114.27	\$ 88,229.64	\$ 88,822.30	\$ 93,595.13	\$ 84,679.83	\$ 77,335.16
Mar	\$ 83,986.37	\$ 60,276.87	\$ 23,709.50	28%	-6%	\$ 89,400.77	\$ 96,207.42	\$ 94,419.40	\$ 105,366.78	\$ 125,469.96	\$ 93,680.21
Apr	\$ 90,944.43	\$ 65,505.31	\$ 25,439.12	28%	1%	\$ 89,932.83	\$ 101,729.09	\$ 101,990.20	\$ 111,477.81	\$ 135,457.28	\$ 95,525.43
May	\$ 112,153.13	\$ 80,822.59	\$ 31,330.54	28%	-11%	\$ 125,343.99	\$ 133,711.11	\$ 125,300.13	\$ 137,816.79	\$ 166,196.43	\$ 119,647.00
Jun	\$ 98,177.71	\$ 71,067.41	\$ 27,110.30	28%	-13%	\$ 112,939.87	\$ 146,918.07	\$ 143,156.80	\$ 142,970.10	\$ 152,792.72	\$ 124,815.85
Jul	\$ 114,826.81	\$ 82,704.68	\$ 32,122.13	28%	-8%	\$ 125,446.41	\$ 135,529.73	\$ 148,990.37	\$ 157,498.35	\$ 170,289.30	\$ 134,229.90
Aug	\$ 108,925.03	\$ 78,651.42	\$ 30,273.61	28%	-5%	\$ 114,273.28	\$ 121,073.47	\$ 121,411.40	\$ 126,696.75	\$ 146,544.48	\$ 133,046.50
Sep	\$ 90,754.49	\$ 65,153.98	\$ 25,600.51	28%	5%	\$ 86,769.92	\$ 117,082.11	\$ 125,522.69	\$ 118,904.19	\$ 126,685.79	\$ 97,976.90
Oct	\$ 89,973.16	\$ 64,714.38	\$ 25,258.78	28%	1%	\$ 89,274.25	\$ 98,507.27	\$ 106,315.17	\$ 114,317.15	\$ 122,201.79	\$ 96,634.58
Nov			\$ -	#DIV/0!	-100%	\$ 91,941.22	\$ 100,091.46	\$ 104,464.97	\$ 105,407.93	\$ 117,977.05	\$ 97,387.40
Dec			\$ -	#DIV/0!	-100%	\$ 105,066.39	\$ 113,228.84	\$ 117,422.03	\$ 122,868.03	\$ 139,890.73	\$ 111,026.33
YTD	\$ 943,742.34	\$ 679,969.91	\$ 263,772.43	28%	100%	\$ 1,188,405.59	\$ 1,335,827.28	\$ 1,364,312.64	\$ 1,439,925.57	\$ 1,573,036.77	\$ 1,264,773.93
Annual % Growth							-2%	-6%	-8%	24%	5%

I got the floor polished, the wax is stil holding up nicely
 Closeout items have been coming in pretty steady and are moving quickly
 Setting up for the holidays to premier items only available for a short time

Please contact me with any question and concerns
 Thank you

Heather Moy

City of Dassel Calls for October 2025

Incident Type Report (Summary) with Zones

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
Incident Type Category (FD1.21): 1 - Fire						
111 - Building fire	2	10.53%				
	Total: 2	Total: 10.53%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
3009 - Person Down	2	10.53%				
321 - EMS call, excluding vehicle accident with injury	13	68.42%				
	Total: 15	Total: 78.95%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
444 - Power line down	1	5.26%				
	Total: 1	Total: 5.26%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 6 - Good Intent Call						
611 - Dispatched and cancelled en route	1	5.26%				
	Total: 1	Total: 5.26%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
	Total: 19	Total: 100.00%				

Total Calls for October 2025

Incident Type Report (Summary) with Zones

Basic Incident Type Code And Description (FD1.21)	Total Incidents	Total Incidents Percent of Incidents	Total Property Loss	Total Content Loss	Total Loss	Total Loss Percent of Total
Incident Type Category (FD1.21): 1 - Fire						
111 - Building fire	3	8.82%				
151 - Outside rubbish, trash or waste fire	1	2.94%				
	Total: 4	Total: 11.76%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
3009 - Person Down	2	5.88%				
321 - EMS call, excluding vehicle accident with injury	24	70.59%				
324 - Motor vehicle accident with no injuries.	1	2.94%				
	Total: 27	Total: 79.41%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
444 - Power line down	1	2.94%				
	Total: 1	Total: 2.94%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 6 - Good Intent Call						
611 - Dispatched and cancelled en route	1	2.94%				
	Total: 1	Total: 2.94%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
743 - Smoke detector activation, no fire - unintentional	1	2.94%				
	Total: 1	Total: 2.94%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
	Total: 34	Total: 100.00%				

Public Works Director Report

Street Department:

- We have been out street sweeping weekly. It appears leaves are wrapping up for the year so it should be slowing down.
- We will be billing MNDOT and Meeker County for sweeping this fall as we have done previous years.
- We have been working with resident on Parker with the remaining storm vector on his property. We are creating a better access the vector for yearly cleaning. We brought in some of the millings to make an access road.
- The millings that we put on to Pacific Ave. worked out great.

Water Dept.

- The water leak at 1st and HWY 12 has been repaired. In doing this we were able to increase water pressure in an area of town that had lower pressures.
- MDH did contact us due to low orthophosphate levels on our quarterly samples. At the time we were having an issue with injection pump air locking. I explained this to them and that it has been resolved.
- We have been working with A Way Out Sober Living on the new service line they are installing.

Sewer Dept.

- We are finished spaying for the year. The ponds are lowest we have gotten them in past couple years. We are currently winterizing the fields.
- We completed sewer flushing for the year.

Equipment

- We have been continuing to winterize summer equipment and bring out the winter equipment.
- We have the Ranger listed for bids.
- I have not received any offers or interest in the loader plow we have on consignment.

Personnel

- We will be having Stan go to on call status for snow removal after 11/20.

Parks

- We have been continuing to mulch leaves and clean up parks for winter.
- All parks and properties are winterized. The bathrooms are closed.
- We have been taking in a lot of leaves and brush at the compost. Would like to remind everyone that it is for in town residents.



Sales and Service

ST PAUL MN BRANCH
 1600 BUERKLE ROAD
 WHITE BEAR LAKE, MN 55110 0000
 Phone: 651-636-1000

PLANNED MAINTENANCE AGREEMENT

Customer Address	Customer Contact	Quote Information
CITY OF DASSEL PO BOX 391 Dassel, MN 55325	Contact: Kyle Moy Phone: 612 7160686 Fax: Cust Id: 73759	Quote Date: 18-SEP-25 Quote Expires: 17-DEC-25 Quote Num: 257870 Quoted By: Melissa A Boylan Quote Term: 3 Year(s)

Site Information

1	460 3RD ST	460 3RD ST	DASSEL	MN	55325
2	502 SIMONE AVE	502 SIMON AVE W	DASSEL	MN	55325
3	771 5TH ST	771 5TH ST N	DASSEL	MN	55325
4	815 2ND ST N	771 5TH ST N	DASSEL	MN	55325
5	655 MAPLE	655 MAPLE ST	DASSEL	MN	55325

Site	Unit Number	Manufacturer	Model	Prod Model	Serial Number	Type
1	460 3RD ST	ONAN	GEN SET	C100 D6	K200844377	ST
2	502 SIMONE AVE	GENERAC	GENERAC	2073223	3361920100	GEN SET
3	771 5TH ST	GENERAC	GENERAC	DGNXB05.42NN	TBD	GEN SET
4	815 2ND ST N	CATERPILLAR	GEN SET	DG175 GC	CATDG175TKJ6001	ST
5	655 MAPLE	GENERAC	GENERAC	SD0080GG174 5D18H	8412329	GEN SET

Site	Unit Number	Service Event	Qty	Sell Price	Extended Price
1	460 3RD ST	FULL SERVICE	3	704.60	2,113.80
2	502 SIMONE AVE	FULL SERVICE	3	489.13	1,467.39
3	771 5TH ST	FULL SERVICE	3	512.27	1,536.81
4	815 2ND ST N	FULL SERVICE	3	800.54	2,401.62
5	655 MAPLE	FULL SERVICE	3	568.83	1,706.49

Generator Planned Equipment Maintenance Quote

IF APPLICABLE, TAX IS AN ESTIMATE AND SUBJECT TO CHANGE DUE TO STATE AND LOCAL LAWS

This quote reflects services completed during regular business hours unless otherwise noted. Additional repairs will not be performed without customer's authorization. Either party has the right to terminate this Agreement upon thirty (30) days written notice prior to service.

Service/Scheduled Month

Based on previous PM schedule, services are tentatively scheduled for:

- FULL SERVICE - March 2026
- FULL SERVICE - March 2027
- FULL SERVICE - March 2028

For any questions regarding this proposal and to continue your services without interruption, please sign the agreement and return to:



Sales and Service

PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
CITY OF DASSEL PO BOX 391 Dassel, MN 55325	Contact: Kyle Moy Phone: 612 7160686 Fax: Cust Id: 73759	Quote Date: 18-SEP-25 Quote Expires: 17-DEC-25 Quote Num: 257870 Quoted By: Melissa A Boylan Quote Term: 3 Year(s)

Melissa Boylan
melissa.boylan@cummins.com
612-581-3408

Payment Information:

Customers with a line of credit will be invoiced after the completion of service event unless requested otherwise.
Customers without a line of credit, including residential customers, will have payment secured prior to services being performed.

Please provide PO#s (if applicable) and include your updated contact information.

PO#: _____ Amount: _____
Name, phone & email to receive invoices _____
Name, phone & email to receive statements _____
Name, phone & email to receive billing inquiries _____

Purchase order must be made out to or Cummins Sales & Service

For any questions regarding your account or additional sales opportunities:

Melissa Boylan
melissa.boylan@cummins.com
612-581-3408

Standard Agreement Amount	\$9,226.11
Proposal Total	\$9,226.11

THERE ARE ADDITIONAL CONTRACT TERMS AND CONDITIONS ON THE REVERSE SIDE OF THIS DOCUMENT, INCLUDING LIMITATIONS OF WARRANTIES AND LIABILITY, WHICH ARE EXPRESSLY INCORPORATED HEREIN. CUSTOMER ACKNOWLEDGES THAT THE CONTRACT TERMS AND CONDITIONS HAVE BEEN READ, FULLY UNDERSTOOD, AND ACCEPTED.

Customer Approval _____

CUMMINS INC _____

Signature: _____

Signature: _____

Date: _____

Date: _____

PLANNED MAINTENANCE AGREEMENT TERMS AND CONDITIONS

These planned maintenance agreement terms and conditions ("Terms and Conditions"), together with the quote on the front side ("Quote") and the scope of services, are hereinafter collectively referred to as this "Agreement" and shall constitute the entire agreement between the customer identified in the Quote ("Customer") and Cummins Inc. ("Cummins") and supersede any previous agreement or understanding (oral or written) between the parties with respect to the subject matter of this Agreement. Customer shall be deemed to have made an unqualified acceptance of these Terms and Conditions and it shall become a binding agreement between the parties on the earliest of the following to occur: (i) Cummins' receipt of Customer's purchase order or purchase order number; (ii) Customer's signing or acknowledgment of this Agreement; (iii) Cummins' release of Products to production pursuant to Customer's oral or written instruction or direction; (iv) Customer's payment of any amounts due to Cummins; or (v) any other event constituting acceptance under applicable law. No prior inconsistent course of dealing, course of performance, or usage of trade, if any, constitutes a waiver or serves to explain or interpret this Agreement. Electronic transactions between Customer and Cummins will be solely governed by this Agreement, and any terms and conditions on Customer's website, vendor portal, or other internet site will be null and void and of no legal effect on Cummins. In the event Customer delivers, references, incorporates by reference, or produces any purchase order or document, vendor portal terms, specifications, agreement (whether upstream or otherwise), or any other terms and conditions related thereto, then such specifications, terms, document, or other agreement: (i) shall be null and void and of no legal effect on Cummins, and (ii) this Agreement shall remain the governing terms of the transaction.

1. SCOPE OF SERVICES; PERFORMANCE OF SERVICES. Cummins shall perform the maintenance ("Services") on the equipment identified in the Quote ("Equipment") in accordance with the schedule specified in the Quote. The Services include those services defined in the "Service Event" section of the Quote. No additional services or materials are included in this Agreement unless agreed upon by the parties in writing. Unless otherwise indicated in the Quote, Cummins will provide the labor and tools necessary to perform the Services and shall keep Customer's property free from accumulation of waste materials caused by Cummins' operations. Either party may terminate this Agreement with or without cause by providing thirty (30) days' written notice to the other. Unless otherwise agreed by Cummins in writing, this Quote is valid for a maximum period of thirty (30) days from the date appearing on the first page of this Quote ("Quote Validation Period"). At the end of the Quote Validation Period, this Quote will automatically expire unless accepted by Customer prior to the end of the Quote Validation Period. The foregoing notwithstanding, in no event shall this Quote Validation Period be deemed or otherwise considered to be a firm offer period nor to establish an option contract, and Cummins hereby reserves its right to revoke or amend this Quote at any time prior to Customer's acceptance.

2. CUSTOMER OBLIGATIONS. Customer shall provide Cummins safe access to Customer's site and arrange for all related services and utilities necessary for Cummins to perform the Services. During the performance of the Services, Customer shall fully and completely secure all or any part of any facility where the Equipment is located to remove and mitigate any and all safety issues and risks, including but not limited to facility occupants, customers, invitees, or any third party and or property damage or work interruption arising out of the Services. Customer shall make all necessary arrangement to address and mitigate the consequences of any electrical service interruption which might occur during the Services. **CUSTOMER IS RESPONSIBLE FOR OPERATING AND MAINTAINING THE EQUIPMENT IN ACCORDANCE WITH THE OWNER'S MANUAL FOR THE EQUIPMENT.**

3. PAYMENT TERMS. Unless otherwise agreed to by the parties in writing and subject to credit approval by Cummins, payments are due thirty (30) days from the date of the invoice. If Customer does not have approved credit with Cummins, as solely determined by Cummins, payments are due in advance or at the time of supply of the Services. If payment is not received when due, in addition to any rights Cummins may have at law, Cummins may charge Customer eighteen percent (18%) interest annually on late payments, or the maximum amount allowed by law. Customer agrees to pay all Cummins' costs and expenses (including all reasonable attorneys' fees) related to Cummins' enforcement and collection of unpaid invoices, or any other enforcement of this Agreement by Cummins. Unless otherwise stated, the Quote excludes all applicable local, state, or federal sales and/or use or similar taxes which Cummins is required by applicable laws to collect from Customer and shall be stated on the invoice. If Customer fails to make any payments, in whole or in part, to Cummins when due and payable, and such failure continues for more than thirty (30) calendar days, or less if required by applicable law, then Cummins may, at its sole discretion and without prejudice to any other rights or remedies, suspend its Services upon providing forty-eight (48) hours' written notice to Customer, in which case, the applicable schedule shall be extended for a period of time equal to the suspension period, plus a reasonable ramp up period, and all costs (including default interest) caused by such suspension shall be assumed by Customer.

4. DELAYS. Any performance dates indicated in this Agreement are estimated and not guaranteed. Cummins shall not be liable for any delays in performance however occasioned, including any that result directly or indirectly from acts of Customer or causes beyond Cummins' control, including but not limited to acts of God, accidents, fire, explosions, flood, unusual weather conditions, acts of government authority, civil strife, riots, natural disasters, embargos, wars, strikes or other labor disputes, civil commotion, terrorism, sabotage, late delivery of parts by Cummins' suppliers, fuel or other energy shortages, or an inability to obtain necessary labor, materials, supplies, equipment, or manufacturing facilities. **AS A RESULT OF COVID-19 RELATED EFFECTS OR INDUSTRY SUPPLY CHAIN DISRUPTIONS, TEMPORARY DELAYS IN DELIVERY, LABOR OR SERVICES FROM CUMMINS AND ITS SUB-SUPPLIERS OR SUBCONTRACTORS MAY OCCUR. AMONG OTHER FACTORS, CUMMINS' DELIVERY OBLIGATIONS ARE SUBJECT TO CORRECT AND PUNCTUAL SUPPLY FROM OUR SUB-SUPPLIERS OR SUBCONTRACTORS, AND CUMMINS RESERVES THE RIGHT TO MAKE PARTIAL DELIVERIES OR MODIFY ITS LABOR OR SERVICE. WHILE CUMMINS SHALL MAKE EVERY COMMERCIALY REASONABLE EFFORT TO MEET THE DELIVERY, SERVICE OR COMPLETION OBLIGATIONS SET FORTH HEREIN, SUCH DATES ARE SUBJECT TO CHANGE. IN THE EVENT DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE IS DELAYED, HOWEVER OCCASIONED, DUE TO EVENTS BEYOND CUMMINS' REASONABLE CONTROL, THEN THE DATE OF DELIVERY, SHIPPING, INSTALLATION, OR PERFORMANCE FOR THE GOODS OR SERVICES SHALL BE EQUITABLY EXTENDED FOR A PERIOD EQUAL TO THE TIME LOST, PLUS REASONABLE RAMP-UP.**

5. WARRANTY. Cummins shall perform the Services in a reasonable and workmanlike manner. Parts and components supplied under this Agreement are governed by the express written manufacturer's limited warranty. No other warranty for parts or components is provided under this Agreement. All Services shall be free from defects in workmanship for a period of ninety (90) days after completion of Services. In the event of a warrantable defect in workmanship of Services supplied under this Agreement ("Warrantable Defect"), Cummins' obligation shall be solely limited to correcting the Warrantable Defect. Cummins shall correct the Warrantable Defect where (i) such Warrantable Defect becomes apparent to Customer during the warranty period; (ii) Cummins receives written notice of any Warrantable Defect within thirty (30) days following discovery by Customer; and (iii) Cummins has determined that there is a Warrantable Defect. Warrantable Defects remedied under this provision shall be subject to the remaining warranty period of the original warranty of the Services. New parts supplied during the remedy of Warrantable Defects are warranted for the balance of the warranty period still available from the original warranty of such parts. The remedies set forth in this Section 5 shall not be deemed to have failed of their essential purpose so long as Cummins is willing to correct defective Services or refund the purchase price therefor.

6. LIMITATIONS OF WARRANTIES AND LIABILITY. THE REMEDIES PROVIDED IN THE LIMITED WARRANTY AND THIS AGREEMENT ARE THE SOLE AND EXCLUSIVE WARRANTIES AND REMEDIES PROVIDED BY CUMMINS TO THE CUSTOMER UNDER THIS AGREEMENT. EXCEPT AS SET OUT IN THE WARRANTY AND THIS AGREEMENT, AND TO THE EXTENT PERMITTED BY LAW, CUMMINS EXPRESSLY DISCLAIMS ALL OTHER REPRESENTATIONS, WARRANTIES, ENDORSEMENTS, AND CONDITIONS OF ANY KIND, EXPRESS OR IMPLIED, INCLUDING, WITHOUT LIMITATION, ANY STATUTORY OR COMMON LAW IMPLIED REPRESENTATIONS, WARRANTIES AND CONDITIONS OF FITNESS FOR A PURPOSE OR MERCHANTABILITY. NOTWITHSTANDING ANY OTHER TERM OF THIS AGREEMENT, IN NO EVENT SHALL CUMMINS, ITS OFFICERS, DIRECTORS, EMPLOYEES, OR AGENTS BE LIABLE TO CUSTOMER OR ANY THIRD PARTY FOR ANY INDIRECT, INCIDENTAL, SPECIAL, PUNITIVE, LIQUIDATED, OR CONSEQUENTIAL DAMAGES OF ANY KIND (INCLUDING WITHOUT LIMITATION DOWNTIME, LOSS OF PROFIT OR REVENUE, LOSS OF DATA, LOSS OF OPPORTUNITY, DAMAGE TO GOODWILL, AND DAMAGES CAUSED BY DELAYS), OR IN ANY WAY RELATED TO OR ARISING FROM CUMMINS' SUPPLY OF PARTS OR SERVICES UNDER THIS AGREEMENT. IN NO EVENT SHALL CUMMINS' LIABILITY TO CUSTOMER OR ANY THIRD PARTY CLAIMING DIRECTLY THROUGH CUSTOMER OR ON CUSTOMER'S BEHALF UNDER THIS AGREEMENT EXCEED THE TOTAL COST OF PARTS AND SERVICES SUPPLIED BY CUMMINS UNDER THIS AGREEMENT. BY ACCEPTANCE OF THIS AGREEMENT, CUSTOMER ACKNOWLEDGES CUSTOMER'S SOLE REMEDY AGAINST CUMMINS FOR ANY LOSS SHALL BE THE REMEDY PROVIDED HEREIN.

7. INDEMNITY. Customer shall indemnify, defend and hold harmless Cummins from and against any and all claims, actions, costs, expenses, damages and liabilities, including reasonable attorneys' fees, brought against or incurred by Cummins related to or arising out of this Agreement or the Services supplied under this Agreement (collectively, the "Claims"), where such Claims were caused or contributed to, in whole or in part, by the acts, omissions, fault or negligence of the Customer. Customer shall present any Claims covered by this indemnity to its insurance carrier unless Cummins directs that the defense will be handled by Cummins' legal counsel at Customer's expense.

8. TERMINATION FOR DEFAULT. If the Customer defaults by (i) breaching any term of this Agreement, (ii) becoming insolvent or declared bankrupt, or (iii) making an assignment for the benefit of creditors, Cummins may, upon written notice to Customer, immediately terminate this Agreement. Upon such termination for default, Cummins shall immediately cease any further performance under this Agreement, without further obligation or liability to Customer, and Customer shall pay Cummins for any parts or services supplied under this Agreement, in accordance with the payment terms detailed in Section 3. If a notice of termination for default has been issued and is later determined, for any reason, that the Customer was not in default, the rights and obligations of the parties shall treat the termination as a termination for convenience in accordance with Section 1.

9. CONFIDENTIALITY. Each party shall keep confidential any information received from the other that is not generally known to the public and at the time of disclosure, would reasonably be understood by the receiving party to be proprietary or confidential, whether disclosed in oral, written, visual, electronic or other form, and which the receiving party (or agents) learns in connection with this Agreement including, but not limited to: (a) business plans, strategies, sales, projects and analyses; (b) financial information, pricing, and fee structures; (c) business processes, methods and models; (d) employee and supplier information; (e) specifications; and (f) the terms and conditions of this Agreement. Each party shall take necessary steps to ensure compliance with this provision by its employees and agents.

10. GOVERNING LAW. This Agreement and all matters arising hereunder shall be governed by, interpreted, and construed in accordance with the laws of the State of Indiana without giving effect to any choice or conflict of law provision. The parties agree that the federal and state courts of the State of Indiana shall have exclusive jurisdiction to settle any dispute or claim arising in connection with this Agreement or any related matter, and hereby waive any right to claim such forum would be inappropriate, including concepts of forum non conveniens.

11. INSURANCE. Upon Customer's request, Cummins will provide to Customer a Certificate of Insurance evidencing Cummins' relevant insurance coverage.

12. ASSIGNMENT. This Agreement shall be binding on the parties and their successors and assigns. Customer shall not assign this Agreement without the prior written consent of Cummins.

13. INTELLECTUAL PROPERTY. Any intellectual property rights created by either party, whether independently or jointly, in the course of the performance of this Agreement or otherwise related to Cummins pre-existing intellectual property or subject matter related thereto, shall be Cummins' property. Customer agrees to assign, and does hereby assign, all right, title, and interest to such intellectual property to Cummins. Any Cummins pre-existing intellectual property shall remain Cummins' property. Nothing in this Agreement shall be deemed to have given Customer a license or any other rights to use any of the intellectual property rights of Cummins.

14. MISCELLANEOUS. Cummins shall be an independent contractor with respect to the Services performed under this Agreement. All notices under this Agreement shall be in writing and be delivered personally, mailed via first class certified or registered mail, or sent by a nationally recognized express courier service to the addresses set forth in the Quote. No amendment of this Agreement shall be valid unless it is in writing and signed by an authorized representative of the parties hereto. Failure of either party to require performance by the other party of any provision hereof shall in no way affect the right to require such performance at any time thereafter, nor shall the waiver by a party of a breach of any of the provisions hereof constitute a waiver of any succeeding breach. Any provision of this Agreement that is invalid or unenforceable shall not affect the validity or enforceability of the remaining terms hereof. Headings or other subdivisions of this Agreement are inserted for convenience of reference and shall not limit or affect the legal construction of any provision hereof. The Parties' rights, remedies, and obligations under this Agreement which by their nature are intended to continue beyond the termination or cancellation of this Agreement, including but not limited to the Limitation of Liability provision contained herein, shall survive the expiration, termination, or cancellation of this Agreement.

15. ON-CALL SERVICES. Upon Customer's request, Cummins shall provide on-call services (repair, emergency work or other) on the Equipment ("On-call Services"). Any On-call Services shall be invoiced to the Customer at the Cummins current hour rate (including traveling) and shall be governed by the terms and conditions of this Agreement.

16. PRICING. To the extent allowed by law, actual prices invoiced to Customer may vary from the price quoted at the time of order placement, as the same will be adjusted for prices prevailing on the date Services are performed ("Performance Date") due to economic and market conditions on the Performance Date. Subject to local laws, Cummins reserves the right to adjust pricing on goods and services due to input and labor cost changes and other unforeseen circumstances beyond Cummins' control.

17. To the extent applicable, this contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a). These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability. The employee notice requirements set forth in 29 CFR Part 471, Appendix A to Subpart A, are hereby incorporated by reference into this contract.

Generator Planned Equipment Maintenance INSPECTION



INTERVALS AVAILABLE: WEEKLY, MONTHLY, QUARTERLY, SEMI-ANNUALLY OR ANNUALLY

BATTERIES AND BATTERY CHARGER

- Visually inspect battery terminal connections
- Verify electrolyte level, vent caps of all cells in the starting battery system
- Visually inspect wiring, connections and insulation
- Record battery charging functions
- Record battery information
- Record battery condition test

FUEL SYSTEM

- Visually inspect ignition system (Natural Gas and Propane Only)
- Record primary tank fuel level
- Inspect engine fuel system for leaks
- Visually inspect all engine fuel hoses, clamps, pipes, components and fittings
- Visually inspect rupture/ containment basin
- Inspect day tank and controls (if applicable)
- Optional - fuel sample for laboratory analysis*

COOLING SYSTEM

- Record coolant level
- Visually inspect for coolant leaks
- Visually inspect drive belts condition
- Verify for proper coolant heater operation
- Record jacket water temperature
- Visually inspect fan, water pump, drives and pulleys
- Visually inspect all coolant hoses, clamps and connections
- Visually inspect radiator condition
- Visually inspect louver for damage
- Visually inspect fan hub and drive pulley for mechanical damage
- Record freeze point of antifreeze protection
- Record DCA level prior to changing coolant filter
- Optional - Coolant sample for laboratory analysis*

LUBRICATION SYSTEM

- Visually inspect engine oil leaks
- Visually inspect engine oil lines and connections
- Record oil level
- Optional - Oil sample for laboratory analysis*

GENSET CONTROLS AND ACCESSORIES

- Visually inspect all engine mounted wiring, senders and devices
- Visually inspect all control mounted components and wiring
- Verify all connecting plugs are tightened and in a good condition
- Visually inspect all accessory components and wiring
- Visually inspect and test lighting indicators

INTAKE AND EXHAUST SYSTEMS

- Visually inspect air filter and housing
- Visually inspect all engine piping and connections
- Record air cleaner restriction
- Visually inspect engine exhaust system for leaks
- Visually inspect rain cap
- Optional – Air filter replacement*
- Optional - Clean crankcase breather or replace filters*

GENERAL CONDITIONS

- Visually inspect governor linkage and oil level
- Visually inspect guards
- Visually inspect enclosure
- Visually inspect engine and generator mounts
- Verify emergency stop operation

TRANSFER SWITCH

- Visually inspect controls and time delay settings
- Verify function of exercise clock and record settings from controller
- Verify remote start control operation
- Record utility / source one voltage

AFTERTREATMENT (Upon request)

- Verify DEF level
- Record DPF restriction
- Visually inspect aftertreatment and controls

SWITCHGEAR (Upon Request)

- Inspection and Full Service quote available upon request.

FULL SERVICE

INCLUDES INSPECTION

OPERATIONAL & FUNCTIONAL REVIEW OF GENERATOR CRITICAL COMPONENTS

- Inspect engine cooling fan & fan drives for excessive wear or shaft wobble
- Check all pulleys, belt tensioners, slack adjusters & idler pulleys for travel, wear & overall condition
- Inspect / lubricate drive bearings, gear or belt drives, and other shaft connecting hardware

LUBRICATION OIL & FILTRATION SERVICE

- Change engine oil
- Change oil, fuel and water filters
- Post lube services operations of genset (unloaded) at rated temperature

* Additional Charge

Any additional repairs, parts, or service which are required will be brought to the attention of the owner. Repairs will only be made after proper authorization from the owner is given to Cummins. Any additional repairs, maintenance or service performed by Cummins or a Planned Equipment Maintenance Agreement holder will be at current Cummins labor rates.

Arc flash boundary and available incident energy shall be identified and marked on equipment being serviced or maintained.

CUSTOMER SUPPORT AGREEMENT

Date: 11/5/2025



Proposal No. 10322

8050 County Road 101 East
Shakopee, MN 55379
952-445-4292 / 888-320-4292

To:
KYLE MOY
CITY OF DASSEL
PO BOX 391
DASSEL, MN 55325-0391

Re:
3 year Customer Support Agreement (CSA) for
MODEL: G14.2 | 3361920100 | SG0040JG03 | 1586514010 | C100D6 |
SERIAL: KJ600127 | 2073223 | 8412316 | 8412329 | K200844377 |

WE PROPOSE TO FURNISH IN ACCORDANCE WITH THE FOLLOWING SPECIFICATIONS, TERMS AND CONDITIONS

Enclosed is a 3 year Customer Support Agreement (CSA) for the following Engines :
Model(s): G14.2 | 3361920100 | SG0040JG03 | 1586514010 | C100D6 |
Serial Number(s): KJ600127 | 2073223 | 8412316 | 8412329 | K200844377 |

AGREEMENT START DATE: 12/1/2025
AGREEMENT END DATE: 11/30/2028

INVOICE FREQUENCY: Annually
INVOICE AMOUNT: \$4,491.84

IMPORTANT NOTES

- CUSTOMER SUPPORT AGREEMENT PRICING WILL NOT INCREASE DURING THE TERM OF THIS AGREEMENT.
- PRICE INCLUDES PARTS, LABOR, TRAVEL AND DISPOSAL OF ALL FLUIDS PER E.P.A. STANDARDS.
- TRAINED AND CERTIFIED ENGINE/GENERATOR TECHNICIANS WILL PERFORM ALL SERVICES.

TERMS AND CONDITIONS

- Agreement pricing is based upon generator run time between 0 and 250 hours per year (standby applications).
- Invoices will be sent on the first day of each invoicing period (i.e. monthly, quarterly, semi-annually or annually).
- Either party may cancel this agreement with a (60) sixty day written notice.
- This proposal is valid for (30) thirty days.
- Prices assume all services to be performed during normal business hours (7:30am - 4:00pm, M-F) unless otherwise specified.
- Pricing does not include local and/or state taxes. Taxes will be applied to invoices where applicable.
- Additional Terms and Conditions below.

ACCEPTED BY:

Please Sign Name: _____
Please Print Name: _____
Date: _____

**Respectfully submitted,
Ziegler Power Systems**

By: John Meyer
Customer Support Representative

Level Definitions

WatchGuard Level 2 (67-Point Inspection with Oil and Filter Change)

Includes the following:

- Level 1 Inspection
- Change engine oil
- Change engine oil filter(s)
- Change engine fuel filter(s)
- Inspect air filter(s)
- Disposal of old fluids per EPA standards
- Provide written report

MODEL: G14.2 | SERIAL: KJ600127

Level 2

Comments: Water Plant - 815 2nd St N, Dassel, MN 55325

Apr/2026 , Apr/2027 , Apr/2028

MODEL: 3361920100 | SERIAL: 2073223

Level 2

Comments: Simons Lift - 5th St & Simon Ave W, Dassel, MN 55325

Apr/2026 , Apr/2027 , Apr/2028

MODEL: SG0040JG03 | SERIAL: 8412316

Level 2

Comments: 5th Street Lift - 771 5th St N, Dassel, MN 55325

Apr/2026 , Apr/2027 , Apr/2028

MODEL: 1586514010 | SERIAL: 8412329

Level 2

Comments: Maple Lift - 655 Maple St, Dassel, MN 55325

Apr/2026 , Apr/2027 , Apr/2028

MODEL: C100D6 | SERIAL: K200844377

Level 2

Comments: Main Lift -> 23626 County Rd 4, Dassel, MN 55325

Apr/2026 , Apr/2027 , Apr/2028

Customer Requirements

It is the customer's responsibility to...

- Perform weekly and monthly inspections of the engine/generator
- Maintain written or computerized records of the weekly and monthly inspections.
- Contact Ziegler Power Systems with any problems or concerns noted during the weekly and monthly inspections.

Ziegler Power Systems Exclusion of Responsibility:

Ziegler Inc. is not responsible for...

- Providing a portable generator during repairs
- Fuel consumed by generator set during operation
- Building wiring

- System modifications
- Acts of nature, terrorism or war
- Uses of generator beyond rated capacity
- Main fuel tank or piping problems
- Emissions permitting
- Regulation changes
- State and local taxes
- Customer abuse/neglect

CUSTOMER VALUE AGREEMENT – TERMS AND CONDITIONS

- Customer agrees to the terms and conditions set forth on the preceding Customer Value Agreement Proposal (the "Proposal") and the following terms and conditions, including the websites referred to herein (together with the Proposal, the "Agreement"). Ziegler Inc. ("Ziegler") rejects all different or additional terms submitted by Customer, and any such terms shall be void.
- 1.Term. The Agreement shall begin on the Start Date and end on the End Date identified on page 1, unless earlier terminated as set forth herein.
- 2.Services. Ziegler will perform preventative maintenance services on the Engine(s) identified on page 1 in accordance with the Level Definitions set forth in the Proposal (collectively, the "Services"). All Services are subject to the exclusions and limitations set forth herein. Services include all parts, labor, travel and disposal of all fluids per U.S. Environmental Protection Agency standards. Except as otherwise agreed upon by Customer and Ziegler as noted on page 1, Services shall be performed during Ziegler's normal business hours (7:30 a.m. to 4:00 p.m., Monday through Friday). Services performed outside of Ziegler's normal business hours will be subject to additional charges. In the event Customer cancels scheduled Services on the day Services are to be performed, Customer shall pay a cancellation fee in the amount of travel time and mileage and will cooperate with Ziegler to re-schedule the cancelled Services. This Agreement is based upon equipment run time between 0 and 250 hours per year (standby applications); run time exceeding 250 hours per year may be subject to additional costs. Repairs classified outside the scope of the applicable service level will result in additional costs to Customer. Customer will have ten (10) days to reject the Services provided. If Customer rejects the services, it will do so by providing a written notice specifically identifying the manner in which the Services fail to materially comply with manufacturer's applicable specifications. Ziegler will be entitled to rely on all decisions and approvals of Customer in connection with the Services.
- 3.Payment. Customer will pay the Invoice Amount identified on page 1, plus any Additional Charges (as defined in Section 4 below), at the frequency set forth on page 1. The Invoice Amount will not increase during the term of the Agreement. Customer agrees to make payment to Ziegler Net 10th of the following month from the date of invoice. Late payments, which are not under any dispute, will result in default and a late fee of 1.5% per month (18% annual), which will be assessed on all past due amounts until paid in full. Any payments made will first be applied toward the late fee, then toward the past amount due. Ziegler reserves the right to suspend or discontinue all Services, or terminate this Agreement, at Ziegler's sole discretion upon Customer's failure to pay or comply with the payment requirements of this Agreement. All amounts due under this Agreement shall be paid in full without any setoff, counterclaim, deduction or withholding (other than any deduction or withholding of tax as required by law).
- 4.Taxes, Licenses, Permits, and Additional Charges. Customer is responsible for all local and/or state sales and use taxes in connection with this Agreement. Taxes will be applied to invoices, where applicable, as required by law. Customer will obtain, at its sole cost and expense, all applicable licenses and permits (including emissions permitting) necessary for performance of the Services. Customer is responsible for service charges and environmental charges incurred in performing the Services (collectively, "Additional Charges") as communicated in advance by Ziegler.
- 5.Additional Services. Repairs or other work classified outside standard preventative maintenance services will result in additional costs to Customer and will be invoiced separately on a time and materials basis. Such services include, but are not limited to, any service that is considered electrical work pursuant to Minnesota Statutes, Section 326B.31, subdivision 17 or Iowa Code Title III, Section 103 (2022). A verbal commitment or authorization by Customer to perform such additional services will be binding on Customer and will entitle Ziegler to such additional compensation. Any repairs or other work performed outside of the original scope at the direction of Customer will be deemed to be included as Services hereunder.
- 6.Customer Obligations. Customer agrees to maintain the Engine(s) in accordance with the obligations below. Customer's failure to perform any of the following obligations will be considered a breach of this Agreement:
 - a.Operation and Regular Maintenance. Customer agrees to operate the Engine(s) only within its rated capacity. Customer agrees to perform weekly and monthly maintenance and inspections in accordance with manufacturer guidelines, as provided by Ziegler, and provide to Ziegler, upon reasonable request, written or computerized maintenance and inspection records. Customer further agrees to promptly contact Ziegler with any problems or concerns noted during the weekly and monthly inspections and Ziegler and Customer will work together to address such problems or concerns.
 - b.Equipment Access. Customer agrees to furnish safe, free, and full access to the Engine(s) to enable Ziegler employees to perform the Services. Customer will take all reasonably necessary steps to provide for the safety of all Ziegler employees performing the Services. Customer shall promptly notify Ziegler if, during the term of this Agreement, Customer observes or otherwise learns of any condition(s) which pose a threat to the safety of persons or property, adversely affects the Engine(s), or is in violation of any applicable federal, state, or local

laws, rules or regulations.

- c.Halt Operation. Customer agrees to shut an Engine down, if after inspection by Ziegler, it is determined that further operation of the Engine will result in imminent mechanical damage to the components covered in this Agreement.
- 7.Exclusions. Ziegler is not responsible for: (1) Customer's abuse or failure to maintain or operate equipment in accordance with the respective equipment manufacturer's operations and maintenance manual as provided by Ziegler in advance, (2) provision of rental equipment during repair, (3) fuel consumed by equipment during operation and performance of maintenance services, (4) building wiring, system modifications, main fuel tank or piping problems, (5) repairs or maintenance to building or enclosure, transformers, radiators, fuel tanks, or other components outside the scope of the Services, unless otherwise agreed to in writing by both parties, (6) unauthorized repairs or adjustments, or repairs or adjustments made by unauthorized person(s), (7) performance complaints, including but not limited to, any adjustments to fuel settings or programming of any electronic controls, (8) downtime or downtime -related expenses or economic loss, (9) extermination of any creature taking up residence in the generator enclosure or building, or (10) any Force Majeure Events (as defined in Section 17 below).
- 8.Indemnification. Subject to the limitations set forth in this Agreement, Ziegler shall indemnify Customer and its respective officers, directors, employees, agents, assigns and successors, against any losses, liabilities, damages, costs or expenses (including reasonable attorneys' fees) (collectively, "Losses") for death, personal injury, or damage to property to the proportionate extent the same have been proximately caused by the negligence or willful misconduct of, or breach of this Agreement by, Ziegler or Ziegler's officers, directors, employees, or agents in the performance and furnishing of the Services. Customer shall indemnify Ziegler, its affiliates, subsidiaries, and its and their respective officers, directors, employees, agents, assigns and successors, against any Losses for death, personal injury, or damage to property to the proportionate extent the same have been proximately caused by the negligence or willful misconduct of, or breach of this Agreement by, Customer or Customer's officers, directors, employees, or agents.
- 9.Insurance. Ziegler will maintain in full force and effect throughout the term of this Agreement the following forms of insurance: (a) worker's compensation and occupational disease insurance within statutory limits; (b) commercial general liability insurance, including products and completed operations, contractual liability, and personal injury, written on an occurrence basis, with limits not less than a combined single limit per occurrence of \$1,000,000, \$2,000,000 general aggregate for bodily injury and property damage; \$1,000,000 aggregate for products/completed operations; and \$1,000,000 per person for personal injury/advertising injury; (c) automobile liability insurance for vehicles owned or operated by Ziegler, its employees or agents, with combined bodily injury and property damage limits of liability of no less than \$1,000,000 per occurrence; and (d) excess liability insurance over that required in clauses (a), (b), and (c) above, under the umbrella form, with a limit of liability of no less than \$1,000,000 each occurrence. Upon request, Ziegler will provide to Customer a Certificate of Insurance evidencing Ziegler's compliance with such insurance requirements.
- 10.Damages; Maximum Liability. IN NO EVENT WILL ZIEGLER, ITS EMPLOYEES, AGENTS, OFFICERS AND DIRECTORS BE LIABLE FOR INCIDENTAL, CONSEQUENTIAL, SPECIAL, EXEMPLARY, ENHANCED, INDIRECT, OR PUNITIVE DAMAGES, LOST PROFITS OR REVENUES, DIMINUTION OF VALUE, LOSS OF USE, DOWNTIME OR INTERRUPTION OF BUSINESS, ARISING OUT OF OR RELATING TO THIS AGREEMENT OR THE SERVICES, REGARDLESS OF: (A) WHETHER THE DAMAGES WERE FORESEEABLE; (B) WHETHER OR NOT ZIEGLER WAS ADVISED OF THE POSSIBILITY OF DAMAGES; AND (C) THE LEGAL OR EQUITABLE THEORY (CONTRACT, TORT, OR OTHERWISE) ON WHICH THE CLAIM IS BASED. IN NO EVENT SHALL ZIEGLER'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT OR THE SERVICES, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT, OR OTHERWISE, EXCEED THE TOTAL AMOUNT ACTUALLY PAID BY CUSTOMER TO ZIEGLER HEREUNDER IN THE SIX MONTHS IMMEDIATELY PRECEDING THE CLAIM.
- 11.Service Warranty. Ziegler warrants the Services will be performed in a professional, workmanlike manner, by qualified personnel consistent with industry standards, free from defects in workmanship for a period of 12 months from the date of completion of the Services, subject to the terms of the then-current Ziegler Power Systems Service Department Labor Warranty, a copy of which is available upon request. Warranty claims must be brought within the warranty period. Customer must provide prompt notice to Ziegler after discovery and before expiration of the warranty period. As Customer's sole and exclusive remedy, Ziegler, at Ziegler's sole discretion, will either re-perform the Service during Ziegler's normal business hours or refund all or part of the monies paid by Customer for the Service performed. Replacement parts shall be covered under the applicable warranty provided by the manufacturer. Non-Ziegler provided components are not covered by this warranty.
- 12.Disclaimer of Warranties. WITH THE EXCEPTION OF THE SERVICE WARRANTY PROVIDED IN SECTION 11, THE SERVICES ARE PROVIDED ON AN "AS IS" BASIS. ZIEGLER EXPRESSLY DISCLAIMS ANY OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.
- 13.Termination; Suspension.
 - a.Either party may terminate this Agreement upon sixty (60) days' prior written notice to the other party. In the event of early termination by Customer, Customer shall pay for all approved Services performed prior to the termination date.
 - b.If either party breaches any provision hereof, or becomes insolvent, enters bankruptcy, receivership or other like proceedings, or makes an assignment for the benefit of creditors, the non-breaching party shall have the right to immediately terminate this Agreement by giving the breaching party written notice. In the event Customer breaches any provision hereof, and upon receipt of notice, Customer shall immediately pay Ziegler any monies due and owing up to the time of termination for Services performed. Notwithstanding the foregoing, if Customer fails to comply with the provision for Equipment Access in Section 6.b, Ziegler reserves the right to suspend or discontinue all Services, or terminate this Agreement, at Ziegler's sole discretion.
- 14.Data and Privacy. Ziegler and its partners, affiliates, subsidiaries, and third parties, including but not limited to suppliers, manufacturers, dealers, and service providers (collectively, "Ziegler Parties"), collect and share information relating to products, services, and customers as

detailed in Ziegler's Privacy Policy and applicable manufacturers' statements located at www.zieglercat.com/privacy, which are hereby incorporated into this Agreement by this reference. Manufacturers' statements may be updated at any time without notice. Products equipped with telematics or other tools, applications, or devices to collect, process, and assess information, such as equipment locations, operating hours, health of equipment, and basic utilization (collectively, "Telematics"), whether manufactured by Caterpillar or by other companies, collect and transmit information to Ziegler Parties with a legitimate business reason to access the information, including, but not limited to, providing services and support, developing new products and services, personalizing user experiences, improving products, or compliance with legal obligations. Customer understands that Telematics or other tools, as applicable, may have been activated on machines by Ziegler or the manufacturer, and may be subject to or required by specific manufacturer user agreements available to Customer upon request. Customer consents to the collection, use, storage, processing, sharing, and disclosure of such information by Ziegler Parties in accordance with this Agreement, Ziegler's Privacy Policy, and applicable manufacturers' statements.

- 15. Notices. All notices, requests, demands and other communications, including any notice of change of address, shall be sent by certified or registered mail with postage prepaid to the last designated address to the other party.
- 16. Compliance with Laws, Rules and Regulations. Each party agrees to comply with applicable federal, state, and local laws, rules, and regulations applicable to the Services in effect at the time of performance of the Services. Upon completion of the Services, Customer shall be responsible for complying with any changes in federal, state, and local laws, rules, and regulations.
- 17. Force Majeure. Ziegler will not be liable to Customer, and will not be deemed to have breached this Agreement, for any failure or delay in performing any term of this Agreement, to the extent the failure or delay is caused by or results from acts beyond Ziegler's control, including acts of God, flood, fire, earthquake, explosion, war, invasion, hostilities, terrorist threats or acts, cyber-attacks, riot or other civil unrest, requirements of law, embargoes or blockades, actions by any governmental authority, national or regional emergencies, epidemics or pandemics, labor stoppages or slowdowns or other industrial disturbances, concealed or unknown conditions at the site, delays in manufacture, supply shortages, or shortages of adequate power or transportation facilities (collectively, "Force Majeure Events"). Any Force Majeure Event that has an adverse effect on Ziegler's ability to perform will absolve Ziegler from any liability to Customer.
- 18. Entire Agreement; Amendment. This Agreement constitutes the entire agreement between Ziegler and Customer. Customer acknowledges and agrees that there are no oral or written contracts, agreements or warranties other than are set forth in this Agreement. No amendment or modification of this Agreement will be valid unless it is set forth in writing, signed by authorized representatives of both parties.
- 19. Waiver. No course of dealing, course of performance, or failure of either party strictly to enforce any term, right or condition of this Agreement shall be construed as a waiver of any other term, right or condition. No waiver or breach of any provision of this Agreement, in whole or in part, shall be construed to be a waiver of any subsequent breach of the same or any other provision.
- 20. Severability. Each portion of this Agreement is intended to be severable. If any term or provision hereof is held illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of this Agreement.
- 21. Survival. Any term or provision of this Agreement of an ongoing nature and/or which, by its nature and context, should reasonably be expected to survive the expiration or earlier termination of this Agreement, shall so survive such expiration or termination thereof.
- 22. Disputes; Governing Law. This Agreement is governed by and to be construed in accordance with the laws of the State of Minnesota, without regard to its principles of conflicts of law. If legal action is brought to enforce this Agreement, the Federal District Court of Minnesota (4th Division) or Hennepin County District Court (4th Judicial District) will be the exclusive jurisdiction and venue for said action unless Ziegler, in its sole discretion, commences proceedings in a different jurisdiction or venue.
- 23. Counterparts; Electronic Signatures. This Agreement may be separately signed by Ziegler and Customer in any number of counterparts, each of which, when signed and delivered, will be deemed to be an original, and all of which will constitute the same Agreement. Customer agrees that the Electronic Signatures (whether digital or encrypted) included in this Agreement are intended to authenticate this writing and have the same effect as manual signatures. "Electronic Signature" means any electronic sound, symbol, or process attached to or logically associated with a record and executed and adopted by a person with the intent to sign the record, including facsimile or email electronic records, in accordance with the Uniform Electronic Transactions Act, Minnesota Statutes 325L.01–325L.19, as amended from time to time. A signed copy of this Agreement delivered by facsimile, email, or other means of electronic transmission is deemed to have the same legal effect as delivery of an original signed copy of this Agreement.



Real People. Real Solutions.

MEMORANDUM

Date: November 13, 2025

To: Honorable Mayor Lalone and Members of the City Council
City of Dassel

From: Mitchell Lease, P.E., Project Manager
Bolton & Menk, Inc.

Subject: 2027 Improvement Project
City of Dassel

The City's Capital Improvement Plan includes a project for the year 2027 as shown on the attached map. This project includes street and utility improvements. The streets that are proposed to be included in the 2027 project are as follows:

Street & Utility Reconstruction Areas:

- Alley south of Parker Avenue (TH 12) – 5th Street to 1st Street
- 5th Street – Pacific Avenue West to the alley south of Parker Avenue (TH 12)
- Pacific Avenue – 2nd Street to 7th Street

Street Reconstruction

- Todd Street – North of Parker Avenue (TH 12)
- 6th Street – South of Parker Avenue (TH 12)
- Mushroom Building Parking Lot

The total estimated cost of this project is \$2,605,000.00. If the City is interested in pursuing PFA financing for this project, we would need to complete a Feasibility Report and prepare the necessary applications by March 2026.

Please let me know if you have any questions.

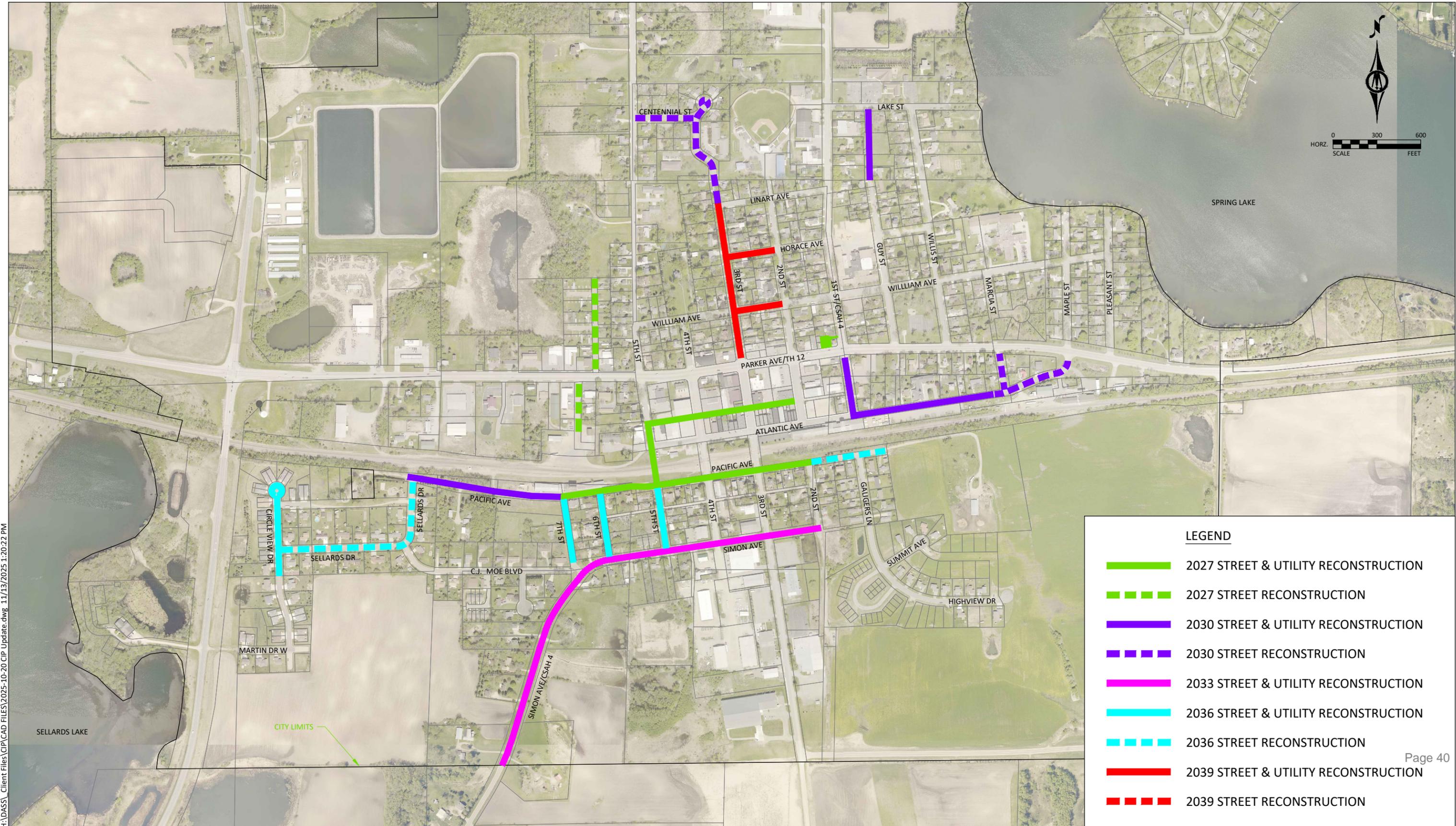
cc: Renee Eckerly, City Administrator

CAPITAL IMPROVEMENT PLAN

CITY OF DASSEL, MINNESOTA
 UPDATED: 11/13/2025

PROJECT BREAKDOWN

YEAR	STREET	DATE OF LAST IMPROVEMENT	LENGTH (FEET)	COST PER FOOT	ESTIMATED AMOUNT	
2027	STREET & UTILITY RECONSTRUCTION					
	ALLEY SOUTH OF PARKER AVENUE (TH 12) - 5TH STREET TO 1ST STREET	UNKNOWN	1020	\$473.36	\$482,823.29	
	5TH STREET - PACIFIC AVENUE WEST TO THE ALLEY SOUTH OF TH 12	2004 (PARTIAL), 1971	445	\$1,371.59	\$610,358.79	
	PACIFIC AVENUE - 2ND STREET TO 7TH STREET	UNKNOWN	1740	\$634.90	\$1,104,729.20	
	SUBTOTAL				\$2,197,911.29	
	STREET RECONSTRUCTION					
	TODD STREET - NORTH OF PARKER AVENUE (TH 12)	1971	620	\$383.15	\$237,550.90	
	6TH STREET - SOUTH OF PARKER AVENUE (TH 12)	Unknown	325	\$383.15	\$124,522.65	
	MUSHROOM BUILDING PARKING LOT (680 SQ YDS)				\$45,000.00	
	SUBTOTAL				\$407,073.54	
	TOTAL				\$2,604,984.83	
	2030	STREET & UTILITY RECONSTRUCTION				
		1ST STREET - ATLANTIC AVENUE TO PARKER AVENUE (U.S. 12)	1997 (PARTIAL)	410	\$948.41	\$388,849.19
		ATLANTIC AVENUE - FIRST STREET TO WEST OF MARCIA STREET	RECENT SEAL COAT	800	\$805.59	\$644,472.20
UTILITY CORRIDOR - END OF GUY STREET TO MIDDLE OF LAKE STREET (SANITARY)		UNKNOWN	510	\$282.82	\$144,237.68	
PACIFIC AVENUE - SELLARDS DRIVE TO 7TH STREET (STREET AND STORM)		2009 (WMN)	1100	\$696.20	\$765,821.95	
SUBTOTAL					\$1,943,381.01	
STREET RECONSTRUCTION						
ATLANTIC STREET - WEST OF MARCIA STREET TO PARKER AVENUE (U.S. 12) (MILL & OVERLAY)		1996	800	\$80.42	\$64,332.29	
MARCIA STREET - ATLANTIC AVENUE TO PARKER AVENUE (U.S. 12) (MILL & OVERLAY)		1996, 1999	260	\$80.42	\$20,907.99	
3RD STREET NORTH - LINHART AVENUE TO END OF CUL-DE-SAC		1997	894	\$412.61	\$368,870.65	
CENTENNIAL AVENUE - 5TH STREET TO 3RD STREET		1994	390	\$412.61	\$160,916.73	
SUBTOTAL					\$615,027.65	
TOTAL					\$2,558,408.67	
2033		STREET & UTILITY RECONSTRUCTION				
	SIMONS AVENUE (CSAH 4)- CITY LIMITS TO 3RD STREET SOUTH	1971	2350	\$1,107.62	\$2,602,897.90	
	PROJECTED COUNTY PARTICIPATION		2350	\$222.17	-\$522,090.80	
	SIMONS AVENUE - 3RD STREET SOUTH TO 2ND STREET SOUTH	1971	360	\$1,107.62	\$398,741.81	
	SUBTOTAL				\$2,479,548.90	
TOTAL				\$2,479,548.90		
2036	STREET & UTILITY RECONSTRUCTION					
	7TH STREET - PACIFIC AVENUE WEST TO C.J. MOE BOULEVARD	1971	470	\$1,192.78	\$560,607.27	
	6TH STREET - PACIFIC AVENUE WEST TO SIMONS AVENUE WEST	1971	430	\$1,192.78	\$512,896.01	
	5TH STREET - PACIFIC AVENUE WEST TO SIMONS AVENUE WEST	1971	400	\$1,192.78	\$477,112.57	
	SUBTOTAL				\$1,550,615.85	
	STREET RECONSTRUCTION					
	PACIFIC AVENUE - 2ND STREET SOUTH TO GALIGERS LANE	1997	380	\$478.50	\$181,829.09	
	CIRCLE VIEW DRIVE - SELLARDS DRIVE TO END OF CUL-DE-SAC	1994	700	\$478.50	\$334,948.33	
	SELLARDS DRIVE - CIRCLE VIEW DRIVE TO PACIFIC AVENUE	1994	1310	\$478.50	\$626,831.87	
	SUBTOTAL				\$1,143,609.29	
TOTAL				\$2,694,225.14		
2039	STREET & UTILITY RECONSTRUCTION					
	3RD STREET NORTH - PARKER AVENUE (U.S. 12) TO NORTH OF LINART AVENUE	1997 (RAW WMN)	1210	\$1,284.50	\$1,554,239.11	
	HORACE AVENUE - 3RD STREET NORTH TO 2ND STREET NORTH	UNKNOWN	340	\$1,284.50	\$436,728.35	
	LINART AVENUE - 3RD STREET NORTH TO 2ND STREET NORTH	UNKNOWN	340	\$1,284.50	\$436,728.35	
	SUBTOTAL				\$2,427,695.80	
TOTAL				\$2,427,695.80		



LEGEND	
	2027 STREET & UTILITY RECONSTRUCTION
	2027 STREET RECONSTRUCTION
	2030 STREET & UTILITY RECONSTRUCTION
	2030 STREET RECONSTRUCTION
	2033 STREET & UTILITY RECONSTRUCTION
	2036 STREET & UTILITY RECONSTRUCTION
	2036 STREET RECONSTRUCTION
	2039 STREET & UTILITY RECONSTRUCTION
	2039 STREET RECONSTRUCTION

City Administrator November 2025 Report

1. On October 27, 2025, the City received notification that it was awarded \$234,042 from the MN Housing Infrastructure Grant Program.
2. Completed and filed for a low potency cannabis license for the Liquor store from the Office of Cannabis Management. Deadline was Oct. 31st.
3. Met with Mitchell Lease, City Engineers and Chuck DeWolf regarding the tile line that goes across Tom Fischer property south of the city again. An estimate to move the tile line into the right-of-way is being researched and will come to Council possible next month.
4. Continue to work with Derrick Haase regarding water access for sprinkler system at the Former Lakeview Ranch property. The water line for fire suppression is connected to the city water.
5. The Halloween Trick or Treating at downtown business was a success with 26 businesses participating and about 120 kids.
6. I attended the following meeting: DAHS meeting, Paid Family Leave webinars, Housing webinars, Special City Council meeting, and Department Head meeting.
7. Working on renewal of benefits (Dental, Health, TASC, Flex Spending, Health Savings).
8. Working on renewal of liability insurance and workers comp policies with the League of MN Cities Insurance Trust.
9. Working on Paid Family Leave policy, posting to employees, setting up Banyon and setting up additional unemployment accounts with the State of MN.
10. I attended the Meeker County Justice Center Open House on Oct. 29, 2025. It was a very informative tour.
11. I am compiling performance evaluation packets for Department Heads.
12. The Administration staff is short-handed and is working hard to adjust the additional work between us to get everything covered.

Questions:

1. **Which date works for your schedule to have a joint meeting with City of Cokato and the School District. December 1st or December 29th?**
Dan – Dec 29th
Deb – Dec 1st
City of Cokato – Dec 1st
School District – either date works



Minnesota Housing
400 Wabasha St. N.
Suite 400
St. Paul, MN 55102

October 27, 2025

Renee Eckerly
City of Dassel
460 3rd St
PO Box 391
Dassel, MN 55325

Dear Renee,

Congratulations! We are pleased to inform you that the Minnesota Housing board of directors has approved your request for funding under the Greater Minnesota Housing Infrastructure Grant Program 2025 Request for Proposals. The city of Dassel has been awarded a grant in the amount of \$234,042.

Your award is one of 21, totaling nearly \$7.5 million, selected from a competitive review of 48 requests totaling \$17.3 million. This letter is not a funding commitment by Minnesota Housing. Funding is contingent on receipt of required due diligence items and execution of a grant contract agreement.

If you have any questions, please contact the Local Government Housing Programs team at tier2cities.mhfa@state.mn.us.

Thank you for your commitment to meeting the affordable and workforce housing needs of Minnesotans. We are grateful to your partnership and look forward to working with you.

Sincerely,

A handwritten signature in blue ink that reads 'Jennifer Ho'.

Jennifer Leimaile Ho
Commissioner, Minnesota Housing

Equal Opportunity Employer

Justice Center

OPEN HOUSE

Meeker County Government Center

County Board of Commissioners:

- 1st District: Beth Oberg
- 2nd District: Cheryl VanOrt
- 3rd District: Paul Johnson
- 4th District: Darren Sombke
- 5th District: Steve Schmitt

Past Commissioners with an Impact on the Project:

- 2nd District: Julie Bredeson (2021-2024)
- 4th District: Danny Schiefelbein (2021-2024)
- 2nd District Joe Tacheny (2017-2020)
- 3rd District Bryan Larson (2013-2020)
- 4th District Mike Housman (2013-2020)
- 5th District Mike Huberty (2013-2018)

County Administrator: Andrew Letson

Past County Administrator: Paul Virnig

Architect: Wold Architects & Engineers

Construction Manager: Contegrity Group



October 29, 2025

4:30 p.m. - 6:30 p.m.



United to Lead, Driven to Serve

Building History:

Meeker County was established in 1856, with its first courthouse built in 1860 in Forest City, the original county seat. However when the railroad bypassed Forest City in 1869 in favor of Litchfield, the county seat-and its courthouse-relocated accordingly.

The initial courthouse in Litchfield was soon deemed inadequate. Despite multiple proposals for a replacement being rejected by voters in 1871, 1879, and 1883, approval was finally granted in 1885. A larger, two-story courthouse was constructed using locally sourced red brick. Measuring 74 by 80 feet with 15-foot ceilings on both floors, the new facility cost just shy of \$20,000 and served the county for nearly 90 years.

In 1974, a modern courthouse was completed following construction that began in 1973. Designed by Genesis Architects of Willmar, the current building features five levels-three above ground and two below-with a rooftop skylight and large windows to maximize natural light. In more recent years, the Courthouse and Law Enforcement Center have undergone significant changes.

In 1997, Meeker County began construction on a major, 2-story addition to the Sheriff's Office/Jail facility attached to the Courthouse, which would become known as the Law Enforcement Center. This build provided necessary additional space for officers and administrative staff for both the Sheriff's Office and Litchfield Police Department, expanded jail capacity from 18 beds to 69 beds, and greatly modernized the technology and space in the dispatch center. The building was completed in 1999 at a cost of roughly \$3.6 million dollars.

In August of 2025, a comprehensive facilities remodel project was completed, culminating in what you see today: relocation of several departments from Law Enforcement to the Justice Center, including: the dispatch center, jail administrative offices and emergency management. These moves freed up space for a larger squad room, records area, and additional office space in the Law Enforcement Center.

Welcome to the MEEKER COUNTY JUSTICE CENTER

*County Attorney	JC 1st Floor 320-693-5220
Court Administration	JC 2nd Floor 320-535-6015
Department of Corrections	JC 2nd Floor 320-693-5260
*Dispatch Center	JC Main Floor 320-693-5400
*Emergency Management	JC Main Floor 320-693-5300
*Information Systems	JC Lower Level 1 320-693-5376
*Jail Administration	JC Main Floor 320-693-5415
Litchfield Police Department	LEC Level 2 320-693-5425
*Maintenance	JC Lower Level 2 320-693-5456
*Sheriff's Office	LEC Level 2 320-693-5400
Public Meeting Spaces: Community Room A Community Room B	JC Lower Level 2 JC Lower Level 2
*County Offices	JC=Justice Center LEC=Law Enforcement Center



Meeker County Sheriff's Office

Brian Cruze, Sheriff ★ Bill Hudson, Chief Deputy

326 North Ramsey Avenue • Litchfield, MN 55355 • Phone 320-693-5400 • Fax 320-693-5424 • www.co.meeker.mn.us

Dassel Monthly Stats - City Council Report

Printed on November 2, 2025

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
911 Hang Up Total: 1					
10/10/25 19:26:25	CFS25013942		816AM	911 Hang Up	Clear
911 Mis Dial Total: 4					
10/02/25 17:12:46	CFS25013515		128SB	911 Mis Dial	Clear
10/03/25 01:32:05	CFS25013536		807MS	911 Mis Dial	Clear
10/17/25 05:14:56	CFS25014206		117JI	911 Mis Dial	Clear
10/22/25 14:45:31	CFS25014456		807MS	911 Mis Dial	Clear
Alarm Total: 1					
10/21/25 19:55:14	CFS25014429		808JB	Alarm	Clear
Animal Total: 1					
10/17/25 07:33:40	CFS25014211		120ND	Animal	Clear
Animal - Dog Total: 2					
10/18/25 15:03:08	CFS25014283		127DW	Animal - Dog	Handled By Officer / Deputy
10/22/25 14:56:01	CFS25014457		128SB	Animal - Dog	Assisted
Arrest Warrant Total: 1					
10/16/25 17:52:10	CFS25014182		128SB	Arrest Warrant	Arrest
Child Abuse - Neglect - Maltreatment Total: 1					
10/31/25 15:47:28	CFS25014816		115SL	Child Abuse - Neglect - Maltreatment	Report Taken
Civil Total: 4					
10/15/25 14:00:49	CFS25014122		125JK	Civil	Clear
10/18/25 16:58:06	CFS25014292		125JK	Civil	Clear
10/23/25 10:12:40	CFS25014489		127DW	Civil	Report Taken
10/23/25 12:44:49	CFS25014494		128SB	Civil	Report Taken
Criminal Damage to Property Total: 2					
10/10/25 20:37:58	CFS25013948		128SB	Criminal Damage to Property	Report Taken
10/27/25 16:02:00	CFS25014646		125JK	Criminal Damage to Property	Report Taken
Domestic Total: 3					
10/02/25 15:46:57	CFS25013505		128SB	Domestic	Arrest
10/03/25 20:00:23	CFS25013597		125JK	Domestic	Report Taken
10/09/25 09:24:08	CFS25013862		125JK	Domestic	Report Taken

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
Drug Take Back Total: 1					
10/03/25 09:39:50	CFS25013556		120ND	Drug Take Back	Handled By Officer / Deputy
Found Person Total: 1					
10/17/25 06:42:52	CFS25014210		120ND	Found Person	Clear
Found Property Total: 1					
10/30/25 07:48:13	CFS25014748		118JO	Found Property	Report Taken
Harassment Total: 2					
10/11/25 15:28:45	CFS25013982		108ZL	Harassment	Report Taken
10/18/25 16:07:09	CFS25014289		125JK	Harassment	Clear
Info Total: 1					
10/07/25 12:01:07	CFS25013770		122EA	Info	Clear
Intoxicated Total: 1					
10/10/25 17:53:34	CFS25013938		128SB	Intoxicated	Gone On Arrival (GOA)/Unable to Locate (UTL)
Lost Property Total: 1					
10/29/25 15:45:17	CFS25014727		125JK	Lost Property	Report Taken
Motorist Assist Total: 1					
10/15/25 09:57:42	CFS25014110		128SB	Motorist Assist	Assisted
Noise Total: 1					
10/17/25 20:51:59	CFS25014249		117JI	Noise	Handled By Officer / Deputy
Public Assist Total: 4					
10/10/25 20:35:00	CFS25013947		128SB	Public Assist	Assisted
10/21/25 21:26:23	CFS25014432		816AM	Public Assist	Clear
10/28/25 13:54:41	CFS25014683		807MS	Public Assist	Assisted
10/30/25 13:19:58	CFS25014770		128SB	Public Assist	Assisted
Public Works / Utilities Total: 2					
10/05/25 11:13:38	CFS25013680		120ND	Public Works / Utilities	Referred to Other Agency
10/09/25 12:31:19	CFS25013871		125JK	Public Works / Utilities	Clear
Repossession Total: 1					
10/14/25 06:41:11	CFS25014067		812SH	Repossession	Clear
Suspicious Activity Total: 6					
10/10/25 13:09:28	CFS25013924		122EA	Suspicious Activity	Gone On Arrival (GOA)/Unable to Locate (UTL)
10/12/25 15:01:32	CFS25014014		128SB	Suspicious Activity	Report Taken
10/13/25 02:27:38	CFS25014028		117JI	Suspicious Activity	Gone On Arrival (GOA)/Unable to Locate (UTL)

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
10/19/25 22:10:06	CFS25014354		125JK	Suspicious Activity	Clear
10/24/25 07:51:52	CFS25014512		118JO	Suspicious Activity	Clear
10/27/25 21:54:26	CFS25014661		128SB	Suspicious Activity	Clear

Suspicious Person Total: 1

10/12/25 22:21:53	CFS25014023		128SB	Suspicious Person	Gone On Arrival (GOA)/Unable to Locate (UTL)
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Theft Total: 2

10/03/25 15:53:26	CFS25013579		128SB	Theft	Report Taken
10/06/25 14:32:02	CFS25013736		125JK	Theft	Report Taken

Traffic Hazard Total: 1

10/05/25 16:52:07	CFS25013695		118JO	Traffic Hazard	Clear
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Traffic Stop Total: 68

10/01/25 20:15:56	CFS25013457	US HWY 12	117JI	Traffic Stop	Warning
10/01/25 21:30:59	CFS25013463	PARKER AV W	105IC	Traffic Stop	Warning
10/03/25 09:36:19	CFS25013554	US HWY 12	120ND	Traffic Stop	Warning
10/03/25 13:54:02	CFS25013572	MN HWY 15	128SB	Traffic Stop	Warning
10/03/25 21:57:23	CFS25013607	PARKER AV W	105IC	Traffic Stop	Warning
10/04/25 01:22:00	CFS25013617	PARKER AV W	125JK	Traffic Stop	Warning
10/04/25 18:05:53	CFS25013647	PARKER AV E	125JK	Traffic Stop	Warning
10/04/25 18:59:23	CFS25013648	PARKER AV W	125JK	Traffic Stop	Warning
10/04/25 19:07:26	CFS25013650	PARKER AV W	125JK	Traffic Stop	Warning
10/04/25 21:39:16	CFS25013655	PARKER AV W	125JK	Traffic Stop	Warning
10/04/25 22:35:17	CFS25013661	3 ST N	125JK	Traffic Stop	Clear
10/05/25 01:26:05	CFS25013676	PARKER AV W	125JK	Traffic Stop	Warning
10/05/25 17:32:09	CFS25013696	PARKER AV E	125JK	Traffic Stop	Citation Issued
10/05/25 19:59:37	CFS25013705	PARKER AV W	125JK	Traffic Stop	Warning
10/05/25 20:50:00	CFS25013706	6 ST N	125JK	Traffic Stop	Citation Issued
10/06/25 21:43:55	CFS25013750	PARKER AV E	125JK	Traffic Stop	Warning
10/06/25 22:53:11	CFS25013751	ATLANTIC AV E	125JK	Traffic Stop	Clear
10/06/25 23:13:48	CFS25013752	PARKER AV W	125JK	Traffic Stop	Warning
10/06/25 23:23:53	CFS25013753	PARKER AV W	125JK	Traffic Stop	Warning
10/06/25 23:53:31	CFS25013754	PARKER AV W	125JK	Traffic Stop	Warning
10/07/25 20:33:51	CFS25013810	PARKER AV E	128SB	Traffic Stop	Warning
10/07/25 20:54:10	CFS25013813	PARKER AV W	128SB	Traffic Stop	Citation Issued
10/08/25 14:57:01	CFS25013835	2 ST N	128SB	Traffic Stop	Warning
10/10/25 19:34:41	CFS25013943	PARKER AV W	128SB	Traffic Stop	Citation Issued
10/10/25 20:34:40	CFS25013946	PARKER AV W	117JI	Traffic Stop	Warning
10/10/25 23:35:11	CFS25013958	US HWY 12	128SB	Traffic Stop	Warning
10/12/25 17:12:28	CFS25014017	PARKER AV W	128SB	Traffic Stop	Warning
10/12/25 20:05:58	CFS25014019	MN HWY 15	117JI	Traffic Stop	Warning
10/14/25 20:34:54	CFS25014098	PARKER AV W	125JK	Traffic Stop	Warning
10/15/25 11:45:59	CFS25014113	PARKER AV W	128SB	Traffic Stop	Warning
10/15/25 19:27:47	CFS25014136	PARKER AV E	117JI	Traffic Stop	Warning
10/15/25 20:37:31	CFS25014138	PARKER AV W	125JK	Traffic Stop	Warning

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
10/15/25 22:03:16	CFS25014142	4 ST N	125JK	Traffic Stop	Warning
10/15/25 22:28:55	CFS25014144	PARKER AV E	125JK	Traffic Stop	Warning
10/16/25 20:06:22	CFS25014189	SUMMIT COVE	128SB	Traffic Stop	Warning
10/16/25 21:29:37	CFS25014193	PARKER AV W	128SB	Traffic Stop	Citation Issued
10/17/25 22:38:53	CFS25014255	PARKER AV W	118JO	Traffic Stop	Warning
10/17/25 22:55:57	CFS25014257	WILLIS ST	118JO	Traffic Stop	Citation Issued
10/18/25 16:01:11	CFS25014287	PARKER AV E	125JK	Traffic Stop	Warning
10/18/25 19:28:32	CFS25014299	PARKER AV W	125JK	Traffic Stop	Warning
10/18/25 20:30:00	CFS25014303	US HWY 12	125JK	Traffic Stop	Warning
10/18/25 23:29:41	CFS25014315	US HWY 12	125JK	Traffic Stop	Warning
10/19/25 01:28:07	CFS25014323	PARKER AV W	125JK	Traffic Stop	Warning
10/20/25 10:28:27	CFS25014369	CENTENNIAL AV	128SB	Traffic Stop	Warning
10/20/25 13:54:52	CFS25014378	PARKER AV E	128SB	Traffic Stop	Warning
10/20/25 17:08:19	CFS25014392	PARKER AV E	125JK	Traffic Stop	Warning
10/20/25 20:30:13	CFS25014395	PARKER AV W	125JK	Traffic Stop	Warning
10/23/25 16:10:37	CFS25014498	PARKER AV W	125JK	Traffic Stop	Citation Issued
10/23/25 17:50:21	CFS25014503	PARKER AV W	125JK	Traffic Stop	Warning
10/24/25 20:38:33	CFS25014537	PARKER AV W	128SB	Traffic Stop	Citation Issued
10/24/25 22:24:21	CFS25014545	PARKER AV W	117JI	Traffic Stop	Citation Issued
10/24/25 23:41:35	CFS25014548	PARKER AV W	128SB	Traffic Stop	Warning
10/26/25 17:46:16	CFS25014604	WILLIAM AV E	128SB	Traffic Stop	Warning
10/26/25 18:38:28	CFS25014606	US HWY 12	128SB	Traffic Stop	Warning
10/26/25 21:15:11	CFS25014611	PARKER AV W	128SB	Traffic Stop	Warning
10/27/25 07:22:16	CFS25014617	SIMON AV W	125JK	Traffic Stop	Citation Issued
10/27/25 13:49:05	CFS25014638	PARKER AV W	125JK	Traffic Stop	Citation Issued
10/27/25 19:29:26	CFS25014655	PARKER AV W	128SB	Traffic Stop	Warning
10/28/25 10:44:06	CFS25014671	MAPLE ST	125JK	Traffic Stop	Warning
10/28/25 10:59:03	CFS25014672	PARKER AV W	125JK	Traffic Stop	Warning
10/28/25 11:05:55	CFS25014673	PARKER AV W	125JK	Traffic Stop	Citation Issued
10/28/25 14:03:33	CFS25014685	PLEASANT ST	125JK	Traffic Stop	Warning
10/29/25 09:40:40	CFS25014704	ATLANTIC AV W	125JK	Traffic Stop	Warning
10/29/25 12:07:38	CFS25014713	MN HWY 15	125JK	Traffic Stop	Warning
10/29/25 12:19:28	CFS25014715	PARKER AV W	125JK	Traffic Stop	Warning
10/29/25 12:37:30	CFS25014716	PARKER AV W	125JK	Traffic Stop	Citation Issued
10/31/25 11:28:21	CFS25014805	PARKER AV W	128SB	Traffic Stop	Warning
10/31/25 22:07:29	CFS25014828	MAPLE ST	125JK	Traffic Stop	Warning

Train Total: 2

10/11/25 17:20:22	CFS25013988		128SB	Train	Assisted
10/17/25 01:32:45	CFS25014204		807MS	Train	Clear

Transfer Total: 1

10/08/25 17:39:14	CFS25013844		806RC	Transfer	Referred to Other Agency
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Welfare Check Total: 5

10/03/25 09:42:25	CFS25013559		881MM	Welfare Check	Handled By Officer / Deputy
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CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
10/03/25 16:48:13	CFS25013582		125JK	Welfare Check	Clear
10/06/25 09:45:41	CFS25013719		8811MM	Welfare Check	Handled By Officer / Deputy
10/10/25 09:10:25	CFS25013907		8811MM	Welfare Check	Handled By Officer / Deputy
10/24/25 13:40:04	CFS25014522		108ZL	Welfare Check	No Report Taken

Total Records: 123



**BOLTON
& MENK**

Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

Ph: (320) 231-3956
Fax: (320) 231-9710
Bolton-Menk.com

November 13, 2025

Renee Eckerly, City Administrator
City of Dassel
460 3rd Street N
Dassel, MN 55325

RE: Dassel - Cokato Trail Improvements
City of Dassel, Minnesota
Project No. 24X.136350

Dear Renee:

Enclosed please find Payment Estimate No. 1 for the above referenced project. This estimate includes all work completed through October 31, 2025. We have reviewed the estimate and have approved it as submitted. Please review the estimate and, if acceptable, sign and date three copies and forward one copy to R & K Industries LLC DBA Diversified Paving with payment, one copy to myself and keep one copy for your records.

Thank you for taking the time to review this estimate. Please feel free to call me if you have any questions or would like to discuss the estimate.

Sincerely,

Bolton & Menk, Inc.

Mitchell Lease, P.E.
Project Manager

Enclosures

Contractor's Application for Payment

Owner: <u>City of Dassel</u>	Owner's Project No.: _____
Engineer: <u>Bolton & Menk, Inc.</u> <u>R & K Industries LLC DBA Diversified</u>	Engineer's Project No.: <u>24X.136350.000</u>
Contractor: <u>Paving</u>	Agency's Project No.: _____
Project: <u>Dassel - Cokato Trail Improvements</u>	
Contract: <u>Dassel - Cokato Trail Improvements</u>	
Application No.: <u>1</u>	Application Date: <u>11/11/2025</u>
Application Period: From <u>10/6/2025</u> to <u>10/31/2025</u>	

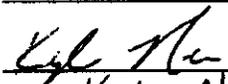
1. Original Contract Price	\$	332,545.45
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	332,545.45
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	341,213.86
5. Retainage		
a. <u>5%</u> X \$ <u>341,213.86</u> Work Completed	\$	17,060.69
b. _____ X \$ _____ Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	17,060.69
6. Amount eligible to date (Line 4 - Line 5.c)	\$	324,153.17
7. Less previous payments		
8. Amount due this application	\$	324,153.17
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	(8,668.41)

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:

- (1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
- (2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
- (3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective.

Contractor: R & K Industries LLC DBA Diversified Paving

Signature:  **Date:** 11-13-25

Name: Kyle New **Title:** P.M.

<p>Recommended by Engineer</p> <p>By: <u></u></p> <p>Name: <u>Mitchell Lease, P.E.</u></p> <p>Title: <u>Project Manager</u></p> <p>Date: <u>11/13/2025</u></p>	<p>Approved by Owner</p> <p>By: _____</p> <p>Name: _____</p> <p>Title: _____</p> <p>Date: _____</p>
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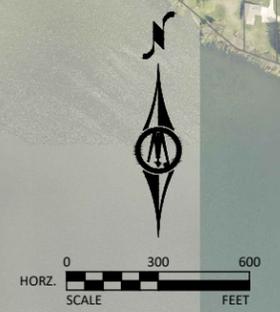
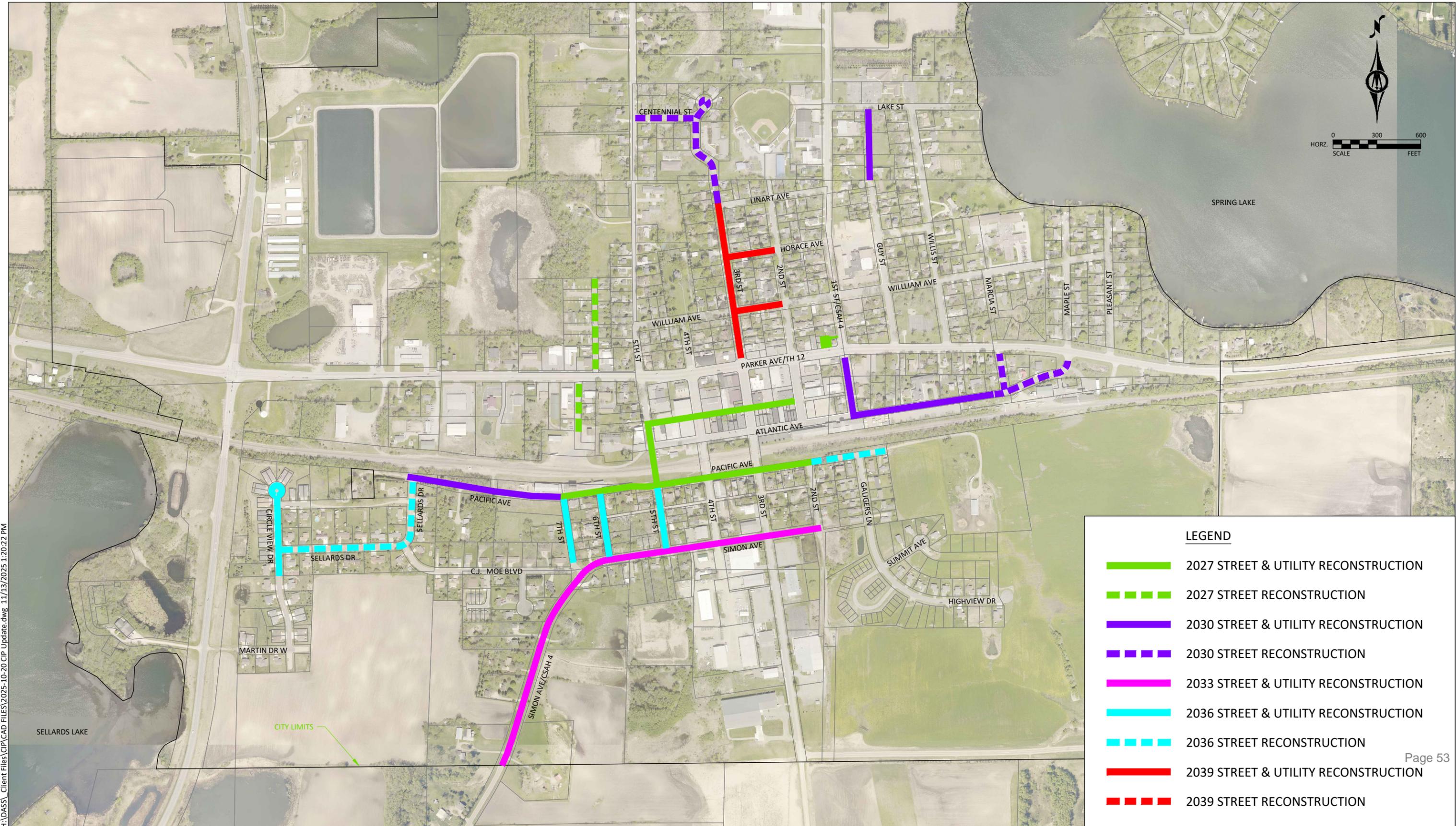
Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Dassel	Owner's Project No.:
Engineer: Bolton & Menk, Inc.	Engineer's Project No.: 24X.136350.000
Contractor: R & K Industries LLC DBA Diversified Paving	Contractor's Project No.:
Project: Dassel - Cokato Trail Improvements	Agency's Project No.:
Contract: Dassel - Cokato Trail Improvements	

Application No.: 1 **Application Period:** From 10/06/25 to 10/31/25 **Application Date:** 11/11/25

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Previous Estimate		Work Completed		Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)	Balance to Finish (L - J) (\$)
						Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)				
Original Contract													
1	MOBILIZATION	1.00	LUMP SUM	19,600.00	19,600.00			1.00	19,600.00		19,600.00	100%	-
2	FULL DEPTH RECLAMATION	3,505.00	SQ YD	4.67	16,368.35			3,505.00	16,368.35		16,368.35	100%	-
3	BITUMINOUS PATCH SPECIAL	44.00	SQ YD	163.03	7,173.32			75.45	12,300.61		12,300.61	171%	(5,127.29)
4	MILL BITUMINOUS SURFACE (1.0")	19,559.00	SQ YD	1.46	28,556.14			19,559.00	28,556.14		28,556.14	100%	-
5	TYPE SP 9.5 WEARING COURSE MIXTURE (2,B)	2,476.00	TON	91.52	226,603.52			2,536.92	232,178.92		232,178.92	102%	(5,575.40)
6	TRAFFIC CONTROL	1.00	LUMP SUM	4,444.00	4,444.00			1.00	4,444.00		4,444.00	100%	-
7	COMMON TOPSOIL BORROW (LV) (1)	109.00	CU YD	142.00	15,478.00			106.00	15,052.00		15,052.00	97%	426.00
8	TURF ESTABLISHMENT	5,043.00	SQ YD	2.84	14,322.12			4,476.71	12,713.84		12,713.84	89%	1,608.28
Original Contract Totals					\$ 332,545.45			\$ -	\$ 341,213.86	\$ -	\$ 341,213.86	103%	\$ (8,668.41)



LEGEND	
	2027 STREET & UTILITY RECONSTRUCTION
	2027 STREET RECONSTRUCTION
	2030 STREET & UTILITY RECONSTRUCTION
	2030 STREET RECONSTRUCTION
	2033 STREET & UTILITY RECONSTRUCTION
	2036 STREET & UTILITY RECONSTRUCTION
	2036 STREET RECONSTRUCTION
	2039 STREET & UTILITY RECONSTRUCTION
	2039 STREET RECONSTRUCTION

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CAPITAL IMPROVEMENT PLAN

CITY OF DASSEL, MINNESOTA
 UPDATED: 11/13/2025

PROJECT BREAKDOWN

YEAR	STREET	DATE OF LAST IMPROVEMENT	LENGTH (FEET)	COST PER FOOT	ESTIMATED AMOUNT
2027	STREET & UTILITY RECONSTRUCTION				
	ALLEY SOUTH OF PARKER AVENUE (TH 12) - 5TH STREET TO 1ST STREET	UNKNOWN	1020	\$473.36	\$482,823.29
	5TH STREET - PACIFIC AVENUE WEST TO THE ALLEY SOUTH OF TH 12	2004 (PARTIAL), 1971	445	\$1,371.59	\$610,358.79
	PACIFIC AVENUE - 2ND STREET TO 7TH STREET	UNKNOWN	1740	\$634.90	\$1,104,729.20
	SUBTOTAL				\$2,197,911.29
	STREET RECONSTRUCTION				
	TODD STREET - NORTH OF PARKER AVENUE (TH 12)	1971	620	\$383.15	\$237,550.90
	6TH STREET - SOUTH OF PARKER AVENUE (TH 12)	Unknown	325	\$383.15	\$124,522.65
	MUSHROOM BUILDING PARKING LOT (680 SQ YDS)				\$45,000.00
	SUBTOTAL				\$407,073.54
TOTAL				\$2,604,984.83	
2030	STREET & UTILITY RECONSTRUCTION				
	1ST STREET - ATLANTIC AVENUE TO PARKER AVENUE (U.S. 12)	1997 (PARTIAL)	410	\$948.41	\$388,849.19
	ATLANTIC AVENUE - FIRST STREET TO WEST OF MARCIA STREET	RECENT SEAL COAT	800	\$805.59	\$644,472.20
	UTILITY CORRIDOR - END OF GUY STREET TO MIDDLE OF LAKE STREET (SANITARY)	UNKNOWN	510	\$282.82	\$144,237.68
	PACIFIC AVENUE - SELLARDS DRIVE TO 7TH STREET (STREET AND STORM)	2009 (WMN)	1100	\$696.20	\$765,821.95
	SUBTOTAL				\$1,943,381.01
	STREET RECONSTRUCTION				
	ATLANTIC STREET - WEST OF MARCIA STREET TO PARKER AVENUE (U.S. 12) (MILL & OVERLAY)	1996	800	\$80.42	\$64,332.29
	MARCIA STREET - ATLANTIC AVENUE TO PARKER AVENUE (U.S. 12) (MILL & OVERLAY)	1996, 1999	260	\$80.42	\$20,907.99
	3RD STREET NORTH - LINHART AVENUE TO END OF CUL-DE-SAC	1997	894	\$412.61	\$368,870.65
CENTENNIAL AVENUE - 5TH STREET TO 3RD STREET	1994	390	\$412.61	\$160,916.73	
SUBTOTAL				\$615,027.65	
TOTAL				\$2,558,408.67	
2033	STREET & UTILITY RECONSTRUCTION				
	SIMONS AVENUE (CSAH 4)- CITY LIMITS TO 3RD STREET SOUTH	1971	2350	\$1,107.62	\$2,602,897.90
	PROJECTED COUNTY PARTICIPATION		2350	\$222.17	-\$522,090.80
	SIMONS AVENUE - 3RD STREET SOUTH TO 2ND STREET SOUTH	1971	360	\$1,107.62	\$398,741.81
	SUBTOTAL				\$2,479,548.90
TOTAL				\$2,479,548.90	
2036	STREET & UTILITY RECONSTRUCTION				
	7TH STREET - PACIFIC AVENUE WEST TO C.J. MOE BOULEVARD	1971	470	\$1,192.78	\$560,607.27
	6TH STREET - PACIFIC AVENUE WEST TO SIMONS AVENUE WEST	1971	430	\$1,192.78	\$512,896.01
	5TH STREET - PACIFIC AVENUE WEST TO SIMONS AVENUE WEST	1971	400	\$1,192.78	\$477,112.57
	SUBTOTAL				\$1,550,615.85
	STREET RECONSTRUCTION				
	PACIFIC AVENUE - 2ND STREET SOUTH TO GALIGERS LANE	1997	380	\$478.50	\$181,829.09
	CIRCLE VIEW DRIVE - SELLARDS DRIVE TO END OF CUL-DE-SAC	1994	700	\$478.50	\$334,948.33
	SELLARDS DRIVE - CIRCLE VIEW DRIVE TO PACIFIC AVENUE	1994	1310	\$478.50	\$626,831.87
	SUBTOTAL				\$1,143,609.29
TOTAL				\$2,694,225.14	
2039	STREET & UTILITY RECONSTRUCTION				
	3RD STREET NORTH - PARKER AVENUE (U.S. 12) TO NORTH OF LINART AVENUE	1997 (RAW WMN)	1210	\$1,284.50	\$1,554,239.11
	HORACE AVENUE - 3RD STREET NORTH TO 2ND STREET NORTH	UNKNOWN	340	\$1,284.50	\$436,728.35
	LINART AVENUE - 3RD STREET NORTH TO 2ND STREET NORTH	UNKNOWN	340	\$1,284.50	\$436,728.35
	SUBTOTAL				\$2,427,695.80
TOTAL				\$2,427,695.80	

**RESOLUTION ORDERING PREPARATION OF REPORT ON
2027 STREET IMPROVEMENT PROJECT
CITY OF DASSEL**

WHEREAS, it is proposed to improve street and utilities in the alley south of Parker Avenue (TH12) 5th Street to 1st Street, 5th Street – Pacific Avenue West to the alley south of Parker Avenue (TH12), Pacific Avenue – 2nd Street to 7th Street and to do a street reconstruction of Todd Street – North of Parker Avenue (TH12), 6th Street – South of Parker Avenue (TH 12), and Mushroom Building Parking lot and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF DASSEL, MINNESOTA AS FOLLOWS:

That the proposed improvement, called 2027 Street Improvement Project be referred to 2027 Street Improvement Projectⁱ for study and that Bolton & Menk Engineer firm is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the council this _____ day of November, 2025.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

CONTRACT FOR CIVIL CITY ATTORNEY LEGAL SERVICES

THIS AGREEMENT is made and entered by and between the CITY OF DASSEL, a municipal corporation of the State of Minnesota (hereinafter "CITY"), and FLAHERTY & HOOD, P.A. (hereinafter "FIRM").

W I T N E S S E T H

WHEREAS, CITY has need for the professional civil legal services with the particular training, ability, knowledge, and experience possessed by FIRM; and

WHEREAS, at a duly called regular meeting of the City Council, the City Council of CITY determined that FIRM be engaged as City Attorney on civil legal services and directing and authorizing the Mayor and City Administrator to execute an agreement between FIRM and CITY setting forth the terms and conditions of the engagement; and

WHEREAS, CITY has determined that FIRM is qualified and capable of performing the civil city attorney legal services as CITY does hereinafter require, under the terms and conditions set forth herein.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

1. CITY ATTORNEY APPOINTMENT: CITY appoints FIRM as City Attorney with Christopher M. Hood, Robert T. Scott, and David A. Assaf acting as primary legal counsel for CITY. Christopher M. Hood, as the designated and appointed City Attorney, and Robert T. Scott and David A. Assaf, as Assistant City Attorneys, will perform, supervise, and be responsible to CITY for the civil city attorney legal services provided to CITY by FIRM.
2. AUTHORIZED CITY CONTACT PERSONS: The City Administrator or the City Administrator's designated representative shall be the primary contact person between CITY and FIRM to request legal services from FIRM.
3. COUNCIL, STAFF MEETINGS, AND OTHER MEETINGS: FIRM and CITY may agree to have the City Attorney or a designated representative attend certain City Council, staff, or other meetings in person or via telecommunications technology upon request of CITY.
4. COMMUNICATION: FIRM and CITY will establish a regular communication process between the primary legal counsel and the City Administrator in order to communicate legal issues and discuss timing for FIRM to provide and complete services to CITY.
5. INSTITUTIONAL HISTORY: FIRM shall become familiar with the City Code and City ordinances and will work with the City Administrator and the Mayor and City

Council to develop and expand FIRM’s knowledge of CITY’s legal issues as well as the history of the community. CITY shall make reasonable efforts to facilitate FIRM’s said familiarity.

6. LEGAL SERVICES TO BE PROVIDED: FIRM will provide civil legal services to CITY upon request of the City Council or City Administrator or the City Council’s or City Administrator’s designated representative(s).

7. COMPENSATION, BILLING, AND PAYMENT PROCEDURES:

7.1. Rates. The following table contains the applicable hourly rates to be billed by FIRM and paid by CITY for legal services.

HOURLY FEES¹		2025–2026
<i>General Municipal Matters</i> Advise and represent the government unit in civil legal matters not otherwise categorized as Labor and Employment, Environment ² , Real Estate, or Litigation matters.	Attorneys	\$210/hr.
	Paralegals	\$125/hr.
	Law Clerks	\$115/hr.
 		
<i>Labor and Employment Matters</i> Advise and represent the government unit in labor relations and employment matters.	First 25 Hours	9/1/25–8/31/26
	Attorneys	\$170/hr.
	Analysts	\$145/hr.
	Paralegals	\$95/hr.
	Law Clerks	\$85/hr.
	Hours Over 25	9/1/25–8/31/26
	Attorneys	\$195/hr.
	Analysts	\$155/hr.
	Paralegals	\$105/hr.
	Law Clerks	\$95/hr.
 		
<i>Real Estate Matters</i> Advise and represent the government unit in real estate matters.	Attorneys	\$220/hr.
	Paralegals	\$130/hr.
	Law Clerks	\$120/hr.
 		
<i>Litigation Matters</i> Advise and represent the government unit in contested matters, where no insurance coverage is otherwise available, including but not limited to: state or federal district court or appellate civil litigation; mediation; arbitration; administrative proceedings before state or federal agencies; and like proceedings.	Attorneys	\$230/hr.
	Paralegals	\$140/hr.
	Law Clerks	\$130/hr.
 		
Minimum Increment of Time Billed for Services		15 min.

¹ Firm may utilize other professional staff at lower hourly rates as appropriate.

² Rates for environmental matters will be negotiated on a per case basis.

7.2. Expenses. Unless otherwise provided herein, in addition to the applicable fees for services rendered to CITY by FIRM, CITY shall also reimburse FIRM for all expenses FIRM incurs in performing services for CITY pursuant to the following schedule:

Travel time	50% of the applicable hourly rate
Mileage.....	Applicable I.R.S. rate
Black and white copies.....	15 cents/per page
Color copies	75 cents/per page
LexisNexis.....	As applicable to required usage
Fax	Actual cost
Long distance	Actual cost
Parking.....	Actual cost
Postage.....	Actual cost
Court costs/fees.....	Actual cost
Arbitration cost/fees	Actual cost
Contested case costs/fees	Actual cost
Expert costs/fees	Actual cost
Messenger.....	Actual cost

7.3. Billing Procedure. CITY shall pay FIRM for the services rendered by FIRM to CITY and expenses incurred on a monthly basis in accordance with this Agreement. FIRM will submit monthly bills to CITY for services rendered in the prior month in addition to expenses incurred to the date of billing. Bills will include statements itemizing legal services rendered by category for the prior month, along with associated expenses. CITY will pay the bill of FIRM within thirty (30) days or less of its receipt by CITY.

Certain expenses incurred in a respective month may not be known to FIRM until after the monthly bill for legal services has been prepared and mailed to CITY for payment. FIRM and CITY agree that FIRM may seek reimbursement of expenses in subsequent billing cycles as necessary.

7.4. Disputes. In the event that CITY disputes any aspect of FIRM's bill, the City Administrator shall contact Christopher M. Hood at FIRM stating the nature of the dispute. The parties pledge their mutual good faith in resolving any disputes.

7.5. Interest. Because CITY will be paying FIRM's bills within thirty (30) days from their receipt, no interest will be charged. If CITY determines that it will be necessary to deviate from that payment schedule, then CITY will notify FIRM thereof. An interest rate of eight (8) percent per annum will be charged to CITY if CITY does not pay any bill of FIRM within thirty (30) days or less of its receipt by

CITY with such arrangement subject to change as may be mutually agreed between the parties.

- 7.6. Alternative Fee Arrangement. FIRM and CITY may discuss and enter into alternative fee arrangements, including a monthly retainer.
- 7.7. Rate Adjustments. FIRM may adjust its hourly rates or monthly retainer, as applicable, annually with at least 30 days written notice to CITY.
8. MATTERS COVERED BY INSURANCE: CITY will be responsible for submitting claims for insurance coverage to various insurance carriers. To the extent that an insurance carrier does not pay for legal services, if any, rendered by FIRM, including any deductibles, for any FIRM legal services provided with respect to a covered claim, CITY will pay FIRM for services rendered at the rates charged to the insurance company. FIRM shall assist CITY in representing its interests before the insurance carrier and in selecting legal counsel should the insurance carrier not utilize FIRM.
9. TERM AND TERMINATION: This Agreement shall commence following execution of the parties and shall continue in effect until such time as either party terminates this Agreement. This Agreement may be terminated by CITY or by FIRM upon 60 days written notice to the other, provided however, that FIRM's termination of this Agreement shall be governed by Rule 1.16 of the Minnesota Rules of Professional Conduct. CITY shall pay FIRM for the work performed prior to the effective date of termination based upon the payment terms of this Agreement. On or about December 31 of each year, the City Attorney and City Administrator may mutually evaluate the usage of legal services during the prior year of this Agreement in order to evaluate usage and identify areas where modification in the parties' relationship may be mutually beneficial.
10. NOTICE: Any notices required under the provisions of this Agreement shall be in writing and sufficiently given if delivered in person or sent by U.S. mail, postage prepaid, as follows:
 - 10.1. Notice to CITY shall be mailed or delivered to Renee Eckerly, City Administrator, City of Dassel, P.O. Box 391, Dassel, MN 55325.
 - 10.2. Notice to FIRM shall be delivered to Christopher M. Hood, Flaherty & Hood, P.A., 525 Park Street, Suite 470, St. Paul, MN 55103.
11. STATUS OF FIRM AS INDEPENDENT CONTRACTOR: FIRM shall be an independent contractor for all purposes and shall be entitled to no compensation other than the compensation provided for in this Agreement. No statement contained in this Agreement shall be construed so as to find FIRM to be an employee of CITY. FIRM shall not be entitled to any of the rights, privileges, or benefits of employees of CITY, including but not limited to, workers' compensation, health/death benefits and indemnification for third-party personal injury/property damage claims. FIRM

acknowledges and agrees that no withholding or deduction for state or federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due FIRM and that it is FIRM's sole obligation to comply with the applicable provisions of all federal and state tax laws. FIRM shall at all times be free to exercise initiative, judgment, and discretion as to how to best perform or provide services identified herein. FIRM is responsible for hiring sufficient workers to perform the services/duties required by this Agreement, withholding their taxes, and paying all other employment tax obligations on their behalf.

12. DATA PRACTICES: All data collected, created, received, maintained, or disseminated for any purposes by the activities of FIRM because of this Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as amended, the Minnesota Rules implementing such act now in force or as adopted, as well as federal regulations on data privacy. This paragraph does not create a duty or any obligation on the part of FIRM to provide access to public data to the public for inspection or otherwise if the public data are available from CITY.
13. AUDITS: Pursuant to Minn. Stat. §§ 6.551 and 16C.05, subd. 5, FIRM agrees that CITY, the State Auditor, or any of their duly authorized representatives, may examine any books, records, documents and the accounting practices and procedures of FIRM. If either CITY or FIRM requests that the State Auditor conduct such an examination, then the requesting party is liable for the costs of the examination.
14. INDEMNIFICATION AND INSURANCE: FIRM agrees it will defend, indemnify, and hold harmless CITY, its officers, and employees against any and all liability, loss, costs, damages, and expenses which CITY, its officers, or employees may hereafter sustain, incur, or be required to pay arising out of FIRM's negligence related to performance of this Agreement. FIRM further agrees that in order to protect itself as well as CITY under the indemnity provision set forth above, it will at all times during the term of this Agreement keep in force lawyers professional liability insurance with a coverage amount of not less than \$2,000,000 per claim and \$5,000,000 aggregate.

CITY agrees it will defend, indemnify, and hold harmless FIRM, its officers, and employees against any and all liability, loss, costs, damages, and expenses which FIRM, its officers, or employees may hereafter sustain, incur, or be required to pay arising out of CITY's negligence related to performance of this Agreement.
15. CONFLICTS OF INTEREST: FIRM shall use its best efforts to meet all professional obligations to avoid conflicts of interest and appearances of impropriety in representation of CITY. It is the intent of FIRM to refrain from handling legal matters for any other person or entity that may pose a conflict of interest.
16. ATTORNEY-CLIENT PRIVILEGE: FIRM is authorized to utilize email without encryption to transmit and receive confidential client information and to use cellular telephones and other wireless devices for the same purposes. CITY specifically

acknowledges that it understands the confidentiality risks associated with inadvertent interception.

17. FORCE MAJEURE: Each party shall be excused from any breach of this Agreement which is proximately caused by war, strike, act of God, or other similar circumstance normally deemed outside the control of well-managed businesses.
18. GOVERNING LAW: This Agreement is made pursuant to and shall be construed in accordance with the laws of the State of Minnesota.
19. HEADINGS AND CAPTIONS: Headings and captions contained in this Agreement are for convenience only and are not intended to alter any of the provisions of this Agreement.
20. ENTIRE AGREEMENT: This Agreement contains the entire Agreement for legal services between the parties hereto. No other agreement, statement, or promise made on or before the effective date of this Agreement will be binding on the parties.
21. MODIFICATION: Any modification of the provisions of this Agreement shall be reduced to writing and signed by the parties hereto.
22. SEVERABILITY IN EVENT OF PARTIAL INVALIDITY: If any provision of this Agreement is held in whole or in part to be unenforceable for any reason, the remainder of that provision and of the entire Agreement will be severable and remain in effect.
23. CITY APPROVAL: The City Council has approved FIRM's retainer to provide civil city attorney legal services for CITY during the term of this Agreement. The signing of this Agreement will be ministerial and the FIRM is authorized to commence performing services following execution of this Agreement or at such time as designated by the CITY.
24. AGREEMENT NOT ASSIGNABLE: Except relating to conflicts of interest, the rights and obligations created by this Agreement may not be assigned by either party.
25. AGREEMENT NOT EXCLUSIVE: Notwithstanding this Agreement, CITY retains the right to hire other legal representation for CITY for any legal matter, which FIRM has a conflict of interest or which is not covered under the scope of this Agreement such as, for example, bond or cable franchising issues. CITY will discuss with FIRM its intention to hire other legal counsel on a matter and will seek input and advice from FIRM regarding selection of an attorney.
26. WORK PRODUCTS: All records, information, materials, and other work products prepared and developed in connection with the provision of services pursuant to this Agreement shall become the property of the CITY.

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, CITY and FIRM have executed this Agreement, and it is effective on the latest date affixed to the signatures hereto.

CITY OF DASSEL

FLAHERTY & HOOD, P.A.

By: _____
Bob Lalone,
Its Mayor

By: _____
Christopher M. Hood,
Its President

By: _____
Renee Eckerly,
Its City Administrator

Date: _____

Date: _____

AGREEMENT FOR LEGAL SERVICES

This Agreement for Legal Services (the “Agreement”) is entered into this ___ day of _____, 2025 by the CITY OF DASSEL, a Minnesota municipal corporation (the “City”), and the law firm of KENNEDY & GRAVEN, CHARTERED (the “City Attorney”).

SECTION 1. Background; Findings.

1.01. *Authority.* The appointment and removal of the City Attorney is made by the City Council.

1.02. *Council Determination.* At a duly called regular meeting of the City Council held on November 17, 2025, the City Council determined that the law firm of Kennedy & Graven, Chartered be engaged as City Attorney, with Siobhan Tolar of that firm serving as primary legal counsel for the City and David Anderson of that firm serving as secondary legal counsel for the City.

SECTION 2. Terms and Conditions.

2.01. *Consideration.* In consideration of the mutual promises and conditions contained in this Agreement, the City and the City Attorney agree to the terms and conditions set forth herein.

2.02. *City Attorney Appointment.* The City appoints the law firm of Kennedy & Graven, Chartered as City Attorney, with Siobhan Tolar of that firm serving as primary legal counsel for the City and David Anderson of that firm serving as secondary legal counsel for the City.

2.03. *Usual and Customary Legal Services.* The City Attorney agrees to perform all usual and customary civil legal services for the City in accordance with the terms of this Agreement.

2.04. *Compensation for Legal Services.* For all civil legal services, the City agrees to compensate the City Attorney at the rates provided on Exhibit A attached hereto.

2.05. *Compensation for Expenses.* The City will compensate the City Attorney for the following actual and necessary expenses incurred by the City Attorney on behalf of the City:

The City Attorney will bill its out-of-pocket costs for such things as postage for large projects, mileage, filing fees, recording fees, and similar items.

Mileage: IRS-approved reimbursement rate
Other charges, as necessary, such as:

Messenger service
Express mail Actual cost charged
Filing/recording fees

The City Attorney's monthly billing statements will provide an itemized detail for all fees and costs included.

2.06. *Billing Statements.* Billings by the City Attorney to the City for services will be on a monthly basis, except as may otherwise be agreed upon by the parties. The billing statement shall be of sufficient detail to adequately inform the City concerning the tasks performed, the attorney or staff performing them, the time spent on each task in six-minute increments, and the nature and extent of costs and disbursements. The statement shall also contain a summary that shows the total time spent for each category and the total fees, charges and disbursements for each category.

2.07. *Term of Agreement.* Subject to the termination clause provided in section 2.10 below, the initial term of this Agreement shall be through December 31, 2026 and the hourly rates specified in this Agreement will remain in effect for said initial term. Therefore, rates may be adjusted by letter supplement upon agreement by the City and the City Attorney. Subject to the rights of termination described in Section 2.10, the remaining provisions of this Agreement shall be deemed to be automatically extended from year-to-year or extended with such modifications or adjustments as the City and City Attorney may from time-to-time mutually agree.

2.08. *Bond Counsel Services.* Bond counsel services are not part of this Agreement, but may be made such by mutual agreement of the parties. In the event such services are desired by the City, fees for these services will be those usual and customarily charged by the firm of Kennedy & Graven, Chartered.

2.09. *Entire Agreement.* This Agreement shall constitute the entire agreement between the City and the City Attorney, and supersedes any other written or oral agreements between the City and the City Attorney. This Agreement can only be modified in writing signed by the City and the City Attorney.

2.10. *Termination.* This Agreement may be terminated by the City at any time or by the City Attorney upon 60 days' written notice.

2.11. *Conflict of Interest.* The City Attorney shall meet all professional obligations, including those related to conflicts of interest and appearances of impropriety in representation of the City. In the event of a bona fide conflict, the City Attorney, with the consent of the City, shall arrange for suitable alternative legal representation. It is the intent of the City Attorney to refrain from handling legal matters for any other person or entity that may pose a conflict of interest.

2.12. *Agreement Not Assignable.* Except as provided in Paragraph 2.11 of this Agreement relating to conflicts of interest, the rights and obligations created by this Agreement may not be assigned by either party.

2.13. *Agreement Not Exclusive.* Notwithstanding this Agreement, the City retains the right to hire other legal representation for specific legal matters.

2.14. *Independent Contractor Status.* All services provided by the City Attorney pursuant to this Agreement shall be provided by the City Attorney as an independent contractor

and not as an employee of the City for any purpose, including but not limited to: income tax withholding, workers' compensation, unemployment compensation, FICA taxes, liability for torts and eligibility for employee benefits.

2.15. *Work Products.* All records, information, materials and other work products prepared and developed in connection with the provision of services pursuant to this Agreement shall become the property of the City.

2.16. *Insurance.* The City Attorney agrees to maintain a valid policy of Professional Liability Insurance for the duration of this Agreement. The value of the policy shall not be less than the cap for municipal tort liability as established by Minnesota Statutes.

2.17. *Data Practices Act Compliance.* Data provided to the City Attorney under this Agreement shall be administered in accordance with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

2.18. *Choices of Law and Venue.* This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. Any disputes, controversies, or claims arising out of this Agreement shall be heard in the state or federal courts of Minnesota, and all parties to this Agreement waive any objection to the jurisdiction of these courts, whether based on convenience or otherwise.

[signature page to follow]

IN WITNESS WHEREOF, the parties have caused this agreement to be duly executed by their proper officers and representatives as of the day and year first above written.

CITY OF DASSEL

By: _____
Bob Lalone
Its: Mayor

By: _____
Renee Eckerly
Its: City Administrator

KENNEDY & GRAVEN, CHARTERED

By: _____
Siobhan Tolar
City Attorney

By: _____
David Anderson
Shareholder

EXHIBIT A

Hourly rates for all services, including travel time. The minimum increment of billable time is six minutes (0.1 hour).

	2026
GENERAL COUNSEL (All customary civil attorney services unless addressed elsewhere below)	
Hourly rate for all attorneys	\$200
Hourly rate for Support Personnel (All matters)	
Paralegals	\$135
Law Clerks	\$100
NON-ROUTINE SERVICES (Specifically commenced litigation, administrative proceedings, code enforcement actions, eminent domain takings and employment matters, cable and telecommunication matters, real estate transactions and title actions.	
All attorneys	\$235
SPECIFIC DEVELOPMENT, REDEVELOPMENT, TAX ABATEMENT; AND TIF PROJECTS	
All Attorneys	\$300
PASS-THROUGH FEES*	
All Attorneys	\$300

* Pass-through fees will apply to legal services that are not paid for from the City general fund, such as zoning and subdivisions or legal fees that are passed through to third parties, such as developers.

OVERHEAD COSTS

The firm bills its out-of-pocket costs for such things as postage, filing fees and witness fees, and similar items.

Photocopying: **No charge**
Mileage: **Then-current IRS business rate**
Westlaw fees: **No charge**

Organization Name	Job Title	# of incumbents	Average Annual Wage (\$)	Payment for Special Meetings	Medical coverage offered Y/N	Other Benefits Offered	Population
City of Ironton	Council Member	4	1,800.00		N		379,107
City of Afton	Council Member	4	3,425.81		N		398
City of Albert Lea	Council Member	6	8,000.00		N		398
City of Albertville	Council Member	4	4,800.00		N		398
City of Alexandria	Council Member	5	8,455.00	100	N	not offered benefits	398
City of Alpha	Council Member	4	540.00	35	N		284
City of Amboy	Council Member	4	960.00	20	N		284
City of Andover	Council Member	4	10,000.00	\$1 EDA	N		5,136
City of Annandale	Council Member	4	3,600.00	30	N		5,136
City of Anoka	Council Member	4	9,342.00		N		5,136
City of Apple Valley	Council Member	4	9,408.00		Y		70,006
City of Arden Hills	Council Member	4	7,452.00		N	Technology Allowance \$30/month	70,006
City of Atwater	Council Member	4	1,350.00	30	N		70,006
City of Austin	Council Member	7	9,300.00		N		25,628
City of Backus	Council Member	4	1,480.00	20	N	PERA	25,628
City of Barnesville	Council Member	6	7,200.00	25	N		25,628
CITY OF BATTLE LAKE	Council Member	4	2,400.00	100	N		25,628
City of Bayport	Council Member	4	4,326.00		N		25,628
City of Beaver Creek	Council Member	4	780.00	50	N	PERA Option	36,825
City of Becker	Council Member	4	6,000.00		N		36,825
City of Belle Plaine	Council Member	4	6,237.51	50	N		36,825
City of Benson	Council Member	4	2,400.00	15	N		112,628
City of Big Lake	Council Member	4	4,800.00	\$40/25	N		112,628
City of Bird Island	Council Member	4	750.00	40	N		112,628
City of Biscay	Council Member	4	900.00	75	N		12,700
City of Biwabik	Council Member	4	1,800.00				12,700
City of Blackduck	Council Member	4	1,800.00	50	N		58,000
City of Blooming Prairie	Council Member	4	1,800.00	150	N		58,000
City of Bloomington	Council Member	7	12,396.00	50	Y		58,000
City of Brainerd	Council Member	7	6,600.00		Y		58,000
City of Breckenridge	Council Member	6	2,400.00	35	N		58,000
City of Brooklyn Park	Council Member	6	12,578.02		N		
City of Callaway	Council Member	4	1,200.00		N		
City of Cambridge	Council Member	4	5,600.00	35	N		18,297
City of Canby	Council Member	4	1,200.00		N		18,297
City of Canton	Council Member	4	800.00		N		8,600
City of Carlos	Council Member	4	1,200.00	80	N		8,600
City of Carlton	Council Member	4	3,600.00		N		14,943
City of Cass Lake	Council Member	4	600.00	25	N		14,943
City of Center City	Council Member	4	720.00	25	N		97
City of Centerville	Council Member	4	5,400.00		N		97
City of Champlin	Council Member	4	8,295.00		Y	Dental (elected official paid), Deferred Comp (no employer match), PERA	535
City of Chanhassen	Council Member	4	11,100.00	50	N		535
City of Chaska	Council Member	4	7,000.00				33,000
City of Chatfield	Council Member	5	3,650.00		N		33,000
City of Clarissa	Council Member	4	1,700.00	50	N		3,477
City of Clarkfield	Council Member	4	1,800.00	75	N		3,477
City of Cloquet	Council Member	6	4,800.00		N		17,941
City of Cokato	Council Member	4	2,100.00	50	N		17,941
City of Cold Spring	Council Member	4	3,900.00		N		56,374
City of Coleraine	Council Member	4	3,000.00		n		56,374
City of Cologne	Council Member	5	2,000.00		N		9,939
City of Columbus	Council Member	4	3,500.00	40	N		9,939
City of Comstock	Council Member	4	300.00		N		1,133

City of Coon Rapids	Council Member	6	10,500.00		N		1,133
City of Corcoran	Council Member	4	3,660.00		N		26,216
City of Cottage Grove	Council Member	4	10,057.32		N		26,216
City of Cromwell	Council Member	4	0.00	100	N		26,216
City of Crosby	Council Member	4	6,600.00		N	PERA	
City of Crosslake	Council Member	4	5,160.00	40	N		
City of Crystal	Council Member	6	9,364.20		N		3,940
City of Cuyuna	Council Member	4	1,800.00		N		3,940
City of Dayton	Council Member	4	4,968.00	25	N		857
City of Deephaven	Council Member	4	4,800.00		N	PERA opt-in	857
City of Deer River	Council Member	3	4,963.00		N		3,788
City of Deerwood	Council Member	4	15,001.00	100	N		3,788
City of Dennison	Council Member	2	600.00	35	n		298
City of Detroit Lakes	Council Member	9	7,200.00		Y		298
City of Dodge Center	Council Member	3	3,000.00	60	N		5,093
City of Duluth	Council Member	9	29,900.00		N		5,093
City of Dundas	Council Member	4	4,800.00		n		7,521
City of Eagan	Council Member	4	10,005.00			DENTAL, VISION, LIFE & ACCIDENT INSURANCE	7,521
City of East Gull Lake	Council Member	4	4,200.00	50	N		3,414
City of Eden Valley	Council Member	5	800.00	30	N		3,414
City of Edina	Council Member	4	14,072.35		N		12,610
City of Elgin	Council Member	4		200	n		12,610
City of Elk River	Council Member	4	7,000.00			Acting Mayor receives additional \$500 for the year. Council Members on the FPA	1,005
City of Emily	Council Member	4	4,285.00	50	N		1,005
City of Empire	Council Member	4	3,000.00		N	PERA RETIREMENT	
City of Excelsior	Council Member	2	2,400.00		N		
City of Eyota	Council Member	4	3,325.00	125	N		969
City of Fairfax	Council Member	4	1,500.00	25	N		969
City of Fairmont	Council Member	5	2,400.00		Y	Dental, Vision, Life	
City of Falcon Heights	Council Member	4	3,600.00		N	PERA	
City of Fifty Lakes	Council Member		4,200.00	70	N		1,996
City of Fisher	Council Member	3	3,500.00	100	N		1,996
City of Foley	Council Member	4	2,500.00	150	N		89,987
City of Forest Lake	Council Member	4	5,500.00		N		89,987
City of Fosston	Council Member	4	900.00				
City of Freeborn	Council Member	4	1,200.00	50	N		
City of Garvin	Council Member	5	2,000.00	50			3,490
City of Gaylord	Council Member	5	4,000.00		N		3,490
City of Glencoe	Council Member	5	4,800.00		N		86,478
City of Golden Valley	Council Member	4	11,163.36		N		86,478
City of Good Thunder	Council Member	4	850.00	50	N		197
City of Grand Marais	Council Member	4	4,800.00		N		197
City of Grey Eagle	Council Member	4	1,200.00	50	n		10,541
City of Ham Lake	Council Member	4	4,899.96		y		10,541
City of Hanover	Council Member	4	1,250.00	30	n		1,683
City of Harris	Council Member	4	900.00	100	n		1,683
City of Hastings	Council Member	7	7,700.00				310
City of Hayfield	Council Member	4	1,300.00	50	N		310
City of Hayward	Council Member	250	910.00	70			497
City of Hermantown	Council Member	4	8,100.00	50	N		497
City of Hibbing	Council Member	6	7,200.00		N		964
City of Hinckley	Council Member	4	1,800.00	25	N		964
City of Hoffman	Council Member	4	1,200.00	50			680
City of Hopkins	Council Member	4	12,500.00		N		680
City of Hutchinson	Council Member	4			N		668
City of International Falls	Council Member	4	3,600.00		N	Basic Life AD&D	668
City of Inver Grove Heights	Council Member	4	8,200.00		N		3,912

City of Isanti	Council Member	4	6,429.80	50	N		3,912
City of Jasper	Council Member	4	1,500.00	45	n		24,007
City of Kandiyohi	Council Member	4	960.00	40	N		24,007
City of Kasson	Council Member	4	3,000.00	35	n		26,500
City of Kerrick	Council Member	4	0.00	40	N		26,500
City of Kimball	Council Member	4	3,120.00	50	N		29,034
City of Lafayette	Council Member	1	1,200.00		N	Acting Mayor - Up to \$800 computer reimbursement per term \$30 stipend per Council - Up to \$800 computer reimbursement per term \$30 stipend per	29,034
City of Lafayette	Council Member	3	1,200.00		N		3,005
City of Lake Benton	Council Member	4	1,560.00		N		3,005
City of Lake Elmo	Council Member	4	4,860.00		n		
City of Lake Shore	Council Member	4	3,600.00	50	N	PERA	
City of Lakeville	Council Member	4	10,000.00	25	N	\$25 per committee meeting and inter-agency assignments	827
City of Lanesboro	Council Member	4	1,500.00		N		827
City of Lauderdale	Council Member	4	3,000.00		N		12,800
City of LeRoy	Council Member	4	3,600.00		N		12,800
City of Lexington	Council Member	4	6,000.00		N		2,800
City of Lilydale	Council Member	4	3,600.00		N		2,800
City of Lindstrom	Council Member	4	2,310.00	35	N		4,225
City of Lino Lakes	Council Member	4	9,497.04	40	N		4,225
City of Little Falls	Council Member	7	9,600.00		N	\$30,000 LIFE INSURANCE	2,007
City of Long Lake	Council Member	4	3,000.00		N		2,007
City of Long Prairie	Council Member	4	1,800.00	50	N		2,075
City of Loretto	Council Member	4	2,938.00	\$40-80/meeting	N		2,075
City of Luverne	Council Member	4	9,000.00		N		4,159
City of Lyle	Council Member	4	1,500.00	35	N		4,159
City of Lynd	Council Member	4	1,900.00	60	N		100
City of Madison	Council Member	4	3,000.00		N		100
City of Mahtomedi	Council Member	4	6,000.00		N		62,785
City of Maple Grove	Council Member	4	15,100.00		N	Deterred Compensation, PERA contribution Health Care Savings Plan	62,785
City of Maple Lake	Council Member	4	1,690.00	40	N		8,640
City of Maple Plain	Council Member	5	3,600.00	25	n		8,640
City of Maplewood	Council Member	4	15,341.13		N		40,000
City of Marshall	Council Member	6	7,387.27		N		40,000
City of Mayer	Council Member	4	2,000.00	30	N		
City of Medina	Council Member	4	4,000.00		N		
City of Mentor	Council Member	3			N	Only a stipend per meeting of \$25.00 and a quarterly amount of 90.00	
City of Milaca	Council Member	4	2,400.00		N		
City of Milan	Council Member	3	810.00	75	N		2,490
City of Minneapolis	Council Member	13	109,846.88		Y		2,490
City of Minnesota Lake	Council Member	4	1,200.00	1200	N		21,906
City of Minnetonka	Council Member	6	18,000.00		N	Complimentary (taxable) Fitness Club Membershin	21,906
City of Minnetonka Beach	Council Member	4	0.00		N		342
City of Montgomery	Council Member	5	275.00		n	Average wage is per month	342
City of Monticello	Council Member	4	7,200.00		N		12,500
City of Montrose	Council Member	4	2,400.00	50	N		12,500
City of Moorhead	Council Member	8	10,836.00	50	y	Dental, Vision, Supplemental Life, TSA, Deferred Comp Plans	
City of Moose Lake	Council Member	4	6,600.00		N		
City of Morgan	Council Member	4	1,500.00	30	N		903
City of Motley	Council Member	5	2,460.00	25	N		903
City of Mountain Lake	Council Member	4	2,040.00	25	N		526
City of Nevis	Council Member	1	1,200.00		n		526
City of New Brighton	Council Member	4	7,000.00		Y		210
City of New Hope	Council Member	4	11,354.72		N		210
City of New London	Council Member	4	2,040.00	85	N		10,011
City of New Richland	Council Member	2	1,800.00		N		10,011
City of New Ulm	Council Member	5	10,500.00		N	optional membership in PERA defined contribution plan	2,928
City of New York Mills	Council Member	4	1,500.00	62.5	N		2,928

City of Newport	Council Member	4	4,800.00		N		86,619
City of Nisswa	Council Member	4	3,600.00	50	N	PERA Defined Contribution - opt-in or opt-out	86,619
City of North Mankato	Council Member	4	8,327.93		N		1,995
City of Northfield	Council Member	6	10,027.00				1,995
City of Oak Grove	Council Member		5,540.00		N		67,534
City of Oak Park Heights	Council Member	4	6,800.00		N		67,534
City of Oakdale	Council Member	1	9,600.00		N		1,000
City of Onamia	Council Member	4	2,400.00		n		1,000
City of Orono	Council Member		3,500.00				1,061
City of Oronoco	Council Member	2	1,200.00	25	N		1,061
City of Otsego	Council Member	4	3,600.00		N	\$50 appearat; additional pay for extra meetings	53,494
City of Park Rapids	Council Member	4	5,400.00		N		53,494
City of Paynesville	Council Member	4	3,761.64		N	PER DIEM: \$100 FOR 8 HR OUT OF TOWN SPECIAL MEETINGS/\$50 FOR 4	1,115
City of Pelican Rapids	Council Member		2,700.00	25	N		1,115
City of Perham	Council Member	4	4,300.00		N	\$98.85/quarter internet	27,563
City of Pierz	Council Member	3	4,956.00	\$10.00/hour	N		27,563
City of Pillager	Council Member	4	1,500.00		N		863
City of Pine City	Council Member	4	3,600.00		N		863
City of Pine Island	Council Member	4	1,500.00	100	N		
City of Pipestone	Council Member	4	5,500.00	20	N		
City of Preston	Council Member	4	1,440.00	20	N		
City of Prior Lake	Council Member	4	11,285.07	50	n		
City of Ramsey	Council Member	6	6,000.00		Y	Computer reimbursement / one time per term of \$800	2,019
City of Ranier	Council Member	4	2,250.00	25	N		2,019
City of Red Wing	Council Member	7	8,000.20		N		1,250
City of Redwood Falls	Council Member	5	4,800.64		N	Pera - Elected Officials	1,250
City of Renville	Council Member	5	1,960.00	75	N		10,300
City of Rice Lake	Council Member	4	4,000.00		N	PERA	10,300
City of Richfield	Council Member	5	10,339.55			PERA, DCP, HCSP	5,284
City of Robbinsdale	Council Member	4	9,525.00			Membership to community gym	5,284
City of Rochester	Council Member	6	55,840.00		Y	FSA, dental, vision, life, disability, PERA DCP plan, deferred compensation, Mileage	443
City of Rockford	Council Member	4	4,500.00				443
City of Rogers	Council Member	4	6,800.00		N		453
City of Roseau	Council Member	2	4,800.00	100	N		453
City of Rosemount	Council Member	4	7,900.00		N		
City of Roseville	Council Member	4	8,220.00		N		
City of Rush City	Council Member	4	1,200.00	30	N		20,600
City of Rushford Village	Council Member	4	1,800.00	\$15.00 per Hour	N		20,600
City of Saint Peter	Council Member	6	7,500.00		N		1,371
City of Sandstone	Council Member	4	1,500.00	25	N		1,371
City of Sartell	Council Member	4	6,162.52		N		290
City of Sauk Centre	Council Member	4	4,200.00				290
City of Scandia	Council Member	4	4,204.12		N		135
City of Sebeka	Council Member	4	960.00	60			135
City of Shafer	Council Member	4	3,000.00	75	n	Pera	135
City of Shakopee	Council Member	4	692.31				135
City of Shorewood	Council Member	4	4,800.00		N		135
City of Silver Bay	Council Member	4	4,200.00		N		2,244
City of Slayton	Council Member	4	4,000.00		N		2,244
City of Sleepy Eye	Council Member		6,000.00		n		5,722
City of South St. Paul	Council Member	6	8,700.00		N		5,722
City of Spicer	Council Member	4	3,125.00	100	N		22,305
City of Spring Lake Park	Council Member	4	5,961.00		N		22,305
City of Springfield	Council Member	4	3,180.00	50	n		560
City of St. Anthony Village	Council Member	4	7,200.00		N	The appointed Mayor Pro Tem earns an additional \$756 per year	560
City of St. Charles	Council Member	4	4,800.00		n		1,360
City of St. Clair	Council Member	4	480.00	40	N		1,360

City of St. Francis	Council Member	3	4,800.00	> 4hours = \$35.00 <4hours=\$70.00	N		339
City of St. Joseph	Council Member	4	5,220.00			\$100 per day for conferences	339
City of St. Louis Park	Council Member	6	8,765.00		N		16,524
City of St. Michael	Council Member	4				paid \$85 per meeting	16,524
City of St. Paul Park	Council Member	4	4,800.00	35	N		4,089
City of Staples	Council Member	6	3,780.00	25	N		4,089
City of Stewartville	Council Member	4	6,000.00	25	N		1,132
City of Stillwater	Council Member	4	7,200.00		Y		1,132
City of Stockton	Council Member	4	1,500.00	50	N		21,712
City of Sunfish Lake	Council Member	1	0.00		N		21,712
City of Taopi	Council Member	3	200.00	40	n		21,712
City of Taylors Falls	Council Member	4	1,200.00			Wage is a base pay of \$1200 plus \$10 a meeting	1,348
City of Thief River Falls	Council Member	7	6,600.00	32.50-100.00	N		1,348
City of Tower	Council Member	4	3,000.00		N		1,348
City of Truman	Council Member	4	950.00	35	N	Workers compensation Coverage	
City of Two Harbors	Council Member	5	4,500.00	60	N	LIFE INSURANCE	
City of Vergas	Council Member	4	2,350.00	50	N	PERA	10,202
City of Victoria	Council Member		4,800.00		n		10,202
City of Virginia	Council Member	6	3,600.00	100	Y		16,052
City of Waconia	Council Member	4	6,000.00		N		16,052
City of Waite Park	Council Member	4	3,600.00	1200	N	NOTE: Special Meeting Pay is paid \$100.00 a month = \$ 1200.00 annually	1,930
City of Waldorf	Council Member	4	8,000.00	1050	n		1,930
City of Walker	Council Member	4	7,200.00		N	IPAD	698
City of Wanamingo	Council Member	4	1,950.00	35	N		698
City of Watkins	Council Member	4	1,200.00	30	N		19,079
City of Wayzata	Council Member	4	5,900.00				19,079
City of West Concord	Council Member	4	1,500.00	35	N	Training and Travel	14,678
City of West St. Paul	Council Member	6	10,400.00		N		14,678
City of Willmar	Council Member	8	12,500.00		Y		5,600
City of Windom	Council Member	5	5,565.00	50	N	\$/00 every odd numbered year as a technology stipend	5,600
City of Winnebago	Council Member	4	1,700.00	35	N		35,701
City of Winona	Council Member	6	7,705.00		Y	FSA, dental, PERA Life if enrolled in DCP, other retirement savings options	35,701
City of Winthrop	Council Member	3	2,000.00		N		
City of Worthington	Council Member	5	6,000.00	100	Y		
City of Wright	Council Member	4	1,200.00	75	N		7,716
City of Wyoming	Council Member	4	4,000.00	30	N		7,716
City of Zumbrota	Council Member	4	2,400.00				
Edgerton	Council Member	4	1,250.00	50	n		
Halstad Municipal Utilities	Council Member	4	1,800.00		N		569
Minneapolis Park and Recreation Board	Council Member	8	18,155.69		y	basic life insurance; EAP; Defined Contribution plan through PERA	569
Plainview Elgin Sanitary District	Council Member		1,440.00		N		7,000
Sauk River Watershed District	Council Member	9	1,172.00		N		7,000
City of Ironton	Mayor	1	2,100.00		N		2,010
City of Afton	Mayor	1	4,794.87		N		
City of Albert Lea	Mayor	1	12,000.00		N		
City of Albertville	Mayor	1	6,000.00		N		3,997
City of Alexandria	Mayor	1	13,029.00	100	N	not offered benefits	3,997
City of Alpha	Mayor	1	600.00	45	N		750
City of Amboy	Mayor	1	1,080.00	20	N		750
City of Andover	Mayor	1	12,000.00		N		8,585
City of Annandale	Mayor	1	5,100.00	30	N		8,585
City of Anoka	Mayor	1	11,327.00		N		6,969
City of Apple Valley	Mayor	1	13,140.00		Y	Dental, life insurance, HRA/HSA contribution (all through cafeteria plan - Technology Allowance \$30/month	6,969
City of Arden Hills	Mayor	1	8,250.00		N		49,697
City of Atwater	Mayor	1	2,000.00	35	N		49,697
City of Austin	Mayor	1	12,600.00		N		21,075
City of Backus	Mayor	1	1,680.00	20	N	PERA	21,075

City of Barnesville	Mayor	2	8,100.00	25	N		5,500
CITY OF BATTLE LAKE	Mayor	1	5,200.00	150	N		5,500
City of Bayport	Mayor	1	6,487.00		N		3,038
City of Beaver Creek	Mayor	1	975.00	75	N		3,038
City of Becker	Mayor	1	7,500.00		N	PERA Option	6,904
City of Belle Plaine	Mayor	1	6,521.04	50	N		6,904
City of Benson	Mayor	1	5,400.00	15	N		19,150
City of Big Lake	Mayor	1	6,000.00	40	N		19,150
City of Bird Island	Mayor	1	900.00	45	N		809
City of Biscay	Mayor	1	1,140.00	95	N		809
City of Biwabik	Mayor	1	2,400.00				494
City of Blackduck	Mayor	1	2,100.00	50	N		494
City of Blooming Prairie	Mayor	1	3,000.00	150	N		46
City of Bloomington	Mayor	1	26,400.00	50	Y	Dental offered as well: Single Annual - \$541 92- Family Annual - \$1 831 92	46
City of Brainerd	Mayor	1	7,800.00		Y		1,000
City of Breckenridge	Mayor	1	4,200.00	35	N		1,000
City of Brooklyn Park	Mayor	1	21,996.00		N		8,903
City of Callaway	Mayor	1	1,500.00		N		8,903
City of Cambridge	Mayor	1	7,500.00	35	N		430
City of Canby	Mayor	1	2,400.00		N		430
City of Canton	Mayor	1	1,100.00		N		1,098
City of Carlos	Mayor	1	2,200.00	80	N		1,098
City of Carlton	Mayor	1	5,400.00		N		3,463
City of Cass Lake	Mayor	1	2,400.00	25	N		3,463
City of Center City	Mayor	1	1,080.00	25	N		
City of Centerville	Mayor	1	6,300.00		N		
City of Champlin	Mayor	1	10,883.00		Y	Dental (elected official paid), Deterred Comp (no employer match), PERA	12,800
City of Chanhassen	Mayor	1	9,000.00	50	N		12,800
City of Chaska	Mayor	1	9,500.00				8,291
City of Chatfield	Mayor	1	5,675.00		N		8,291
City of Clarissa	Mayor	1	2,500.00	75	N		15,000
City of Clarkfield	Mayor	1	2,040.00	85	N		15,000
City of Cloquet	Mayor	1	6,000.00		N		8,400
City of Cokato	Mayor	1	3,000.00	50	N		8,400
City of Cold Spring	Mayor	1	5,700.00		N		222
City of Coleraine	Mayor	1	3,600.00		n		222
City of Cologne	Mayor	1	2,400.00		N		990
City of Columbus	Mayor	1	4,500.00	40	N		990
City of Comstock	Mayor	1	750.00		N		1,175
City of Coon Rapids	Mayor	1	14,000.00		N		1,175
City of Corcoran	Mayor	1	4,620.00		N		991
City of Cottage Grove	Mayor	1	13,351.44		N		991
City of Cromwell	Mayor	1	0.00	200	N		4,500
City of Crosby	Mayor	1	7,200.00		N	PERA	4,500
City of Crosslake	Mayor	1	6,360.00	35	N		868
City of Crystal	Mayor	1	12,172.56		N		868
City of Cuyuna	Mayor	1	2,400.00		N		23,031
City of Dayton	Mayor	1	6,210.00	25	N		23,031
City of Deephaven	Mayor	1	7,200.00		N	PERA opt-in	21,335
City of Deer River	Mayor	1	5,500.00		N		21,335
City of Deerwood	Mayor	1	1,875.00	125	N		
City of Dennison	Mayor	1	1,200.00	35	n		
City of Detroit Lakes	Mayor	1	10,800.00		Y		
City of Dodge Center	Mayor	1	3,600.00	60	N		
City of Duluth	Mayor	1	97,500.00		Y	car allowance \$4,800 annually, \$45.00/pay period parking allowance, FAP, HCSP	27,000
City of Dundas	Mayor	1	6,000.00		n		27,000
City of Eagan	Mayor	1	13,624.00		Y	DENTAL, VISION, LIFE & ACCIDENT INSURANCE	1,400

City of East Gull Lake	Mayor	1	6,000.00	50	N		1,400
City of Eden Valley	Mayor	1	1,200.00	30	N		14,000
City of Edina	Mayor	1	17,688.70		N		14,000
City of Elgin	Mayor	1	3,500.00	200	n		
City of Elk River	Mayor	1	10,000.00				
City of Emily	Mayor	1	6,685.00	50	N		8,074
City of Excelsior	Mayor	1	3,600.00		N		8,074
City of Eyota	Mayor	1	5,300.00	150	N		4,005
City of Fairfax	Mayor	1	2,000.00	25	N		4,005
City of Fairmont	Mayor	1	4,600.00		Y	Dental, Vision, Life	67,000
City of Falcon Heights	Mayor	1	5,400.00		N	PERA	67,000
City of Fifty Lakes	Mayor		4,800.00	70	N		67,000
City of Fisher	Mayor	1	4,500.00	100	N		8,500
City of Foley	Mayor	1	2,500.00	150	N		8,500
City of Forest Lake	Mayor	1	6,500.00		N		8,500
City of Fosston	Mayor	1	1,200.00				8,500
City of Freeborn	Mayor	1	1,500.00	75	N		8,500
City of Garvin	Mayor	1	2,200.00	50			5,708
City of Gaylord	Mayor	1	5,000.00		N		5,708
City of Glencoe	Mayor	1	5,700.00		N		5,708
City of Golden Valley	Mayor	1	14,915.94		N		5,708
City of Good Thunder	Mayor	1	1,000.00	50	N		11,466
City of Grand Marais	Mayor	1	6,000.00		N		11,466
City of Grey Eagle	Mayor	1	2,100.00	50	n		11,466
City of Ham Lake	Mayor	1	6,000.00		y		11,466
City of Hanover	Mayor	1	1,650.00	30	n		11,466
City of Harris	Mayor	1	1,200.00	100	n		66,123
City of Hastings	Mayor	1	10,200.00				66,123
City of Hayfield	Mayor	1	2,600.00	50	N		66,123
City of Hayward	Mayor	1	1,040.00	80	N		447,440
City of Hermantown	Mayor	1	10,800.00	50	N		447,440
City of Hibbing	Mayor	1	10,800.00		N		447,440
City of Hinckley	Mayor	1	2,200.00	25	N		21,238
City of Hoffman	Mayor	1	1,500.00	50	N		21,088
City of Hopkins	Mayor	1	15,000.00		N		21,088
City of Hutchinson	Mayor	1			N		21,088
City of International Falls	Mayor	1	4,200.00		N	Basic Life AD&D	40,000
City of Inver Grove Heights	Mayor	1	11,400.00		N		40,000
City of Isanti	Mayor	1	6,429.80	50	N		40,000
City of Jasper	Mayor	1	1,500.00	45	n		40,000
City of Kandiyohi	Mayor	1	1,200.00	50	N		40,000
City of Kasson	Mayor	1	4,000.00	35	n		
City of Kerrick	Mayor	1	500.00	50	N		
City of Kimball	Mayor	1	4,200.00	50	N		21,500
City of Lafayette	Mayor	1	1,500.00		N	mayor - up to \$800 computer reimbursement per term. \$55 stipend per	21,500
City of Lake Benton	Mayor	1	1,920.00		N		21,500
City of Lake Elmo	Mayor	1	6,250.00		n		48,035
City of Lake Shore	Mayor	1	4,800.00	50	N	PERA	48,035
City of Lakeville	Mayor	1	15,000.00	25	N	\$25 per committee meeting and inter-agency assignments	48,035
City of Lanesboro	Mayor	1	2,500.00		N		564
City of Lauderdale	Mayor	1	4,500.00		N		564
City of LeRoy	Mayor	1	4,800.00		N		1,258,713
City of Lexington	Mayor	1	7,000.00		N		1,258,713
City of Lilydale	Mayor	1	5,100.00		N		1,258,713
City of Lindstrom	Mayor	1	3,465.00	35	N		22,050
City of Lino Lakes	Mayor	1	11,298.00	40	N		22,050
City of Little Falls	Mayor	1	10,800.00		N	\$30,000 LIFE INSURANCE	22,050

City of Long Lake	Mayor	1	3,600.00					9,919
City of Long Prairie	Mayor	1	2,400.00	50	N			9,919
City of Loretto	Mayor	1	5,000.00	60	N			9,919
City of Luverne	Mayor	1	11,000.00		N			9,919
City of Lyle	Mayor	1	2,100.00	35	N			9,919
City of Lynd	Mayor	1	2,400.00	75	N			5,600
City of Madison	Mayor	1	4,200.00		N			5,600
City of Mahtomedi	Mayor	1	7,200.00					5,600
City of Maple Grove	Mayor	1	17,400.00		Y	Deferred Compensation, PERA contribution, Health Care Savings Plan		5,600
City of Maple Lake	Mayor	1	2,340.00	50	N			5,600
City of Maple Plain	Mayor	1	4,800.00	25	n			10,939
City of Maplewood	Mayor	1	17,429.73					10,939
City of Marshall	Mayor	1	11,679.04		N			10,939
City of Mayer	Mayor	1	2,600.00	30	N			
City of Medina	Mayor	1	6,000.00		N			
City of Mentor	Mayor	1			N	Only a stipend per meeting of \$30.00 and a quarterly amount of \$120.00		
City of Milaca	Mayor	1	3,600.00		N			
City of Milan	Mayor	1	950.00	75	N			29,255
City of Minneapolis	Mayor	1	140,813.92		Y			29,255
City of Minnesota Lake	Mayor	1	1,500.00	700	N			29,255
City of Minnetonka	Mayor	1	23,500.00		N	Complimentary (taxable) Fitness Club Membership		29,255
City of Minnetonka Beach	Mayor	1	0.00		N			
City of Montgomery	Mayor	1	375.00		n	Average wage is per month		
City of Monticello	Mayor	1	8,400.00		N			
City of Montrose	Mayor	1	3,000.00	50	N			
City of Moorhead	Mayor	1	20,664.00	50	y	Dental, Vision, Supplemental Life, FSA, Deferred Comm Plans		
City of Moose Lake	Mayor	1	10,200.00		N			25,421
City of Morgan	Mayor	1	1,800.00	30	N			25,421
City of Motley	Mayor	1	2,940.00	25	N			25,421
City of Mountain Lake	Mayor	1	3,480.00	25	N			5,411
City of Nevis	Mayor	1	1,200.00		n			5,411
City of New Brighton	Mayor	1	8,600.00		Y			5,411
City of New Hope	Mayor	1	15,559.18		N			8,771
City of New London	Mayor	1	2,400.00	100	N			8,771
City of New Richland	Mayor	1	2,160.00					8,771
City of New Ulm	Mayor	1	13,500.00		N	optional membership in PERA defined contribution plan		8,771
City of New York Mills	Mayor	1	2,400.00	100	N			8,771
City of Newport	Mayor	1	6,000.00		N			36,000
City of Nisswa	Mayor	1	4,200.00	50	N	PERA Detined Contribution - opt-in or opt-out		36,000
City of North Mankato	Mayor	1	12,382.00		N			36,000
City of Northfield	Mayor	1	13,369.00					36,000
City of Oak Grove	Mayor	1	6,290.00		N			23,400
City of Oak Park Heights	Mayor	1	7,800.00		N			23,400
City of Oakdale	Mayor	1	12,000.00		N			23,400
City of Onamia	Mayor	1	3,600.00		n			23,400
City of Orono	Mayor	1	4,200.00					23,400
City of Oronoco	Mayor	1	1,500.00	25	N	\$500 Computer Reimbursement \$500 apparel; additional pay for extra meetings		23,400
City of Otsego	Mayor	1	4,200.00		N			425,120
City of Park Rapids	Mayor	1	6,000.00		N			34,246
City of Paynesville	Mayor	1	5,015.52		N	PER DIEM: \$100 FOR 8 HR OUT OF TOWN SPECIAL MEETINGS/\$50 FOR 4		34,246
City of Pelican Rapids	Mayor	1	3,500.00	25	N			34,246
City of Perham	Mayor	1	5,300.00		N	\$98.85/quarter internet		34,246
City of Pierz	Mayor	1	5,556.00	10	N			34,246
City of Pillager	Mayor	1	2,000.00		N			34,242
City of Pine City	Mayor	1	4,200.00		N			34,242
City of Pine Island	Mayor	1	1,800.00	125	N			34,242
City of Pipestone	Mayor	1	7,250.00	25	N			166,420

City of Preston	Mayor	1	1,800.00	20	N		166,420
City of Prior Lake	Mayor	1	14,287.53	50	n		166,420
City of Ramsey	Mayor	1	8,000.00		Y	Computer reimbursement / one time per term of \$800	60,519
City of Ranier	Mayor	1	2,750.00	25	N		60,519
City of Red Wing	Mayor	1	8,000.20		N		60,519
City of Redwood Falls	Mayor	1	6,000.80		N	Pera - Elected Officials	13,400
City of Renville	Mayor	1	2,520.00	85	N		13,400
City of Rice Lake	Mayor	1	7,000.00		N	PERA	300
City of Richfield	Mayor	1	13,322.40			PERA, DCP, HCSP	300
City of Robbinsdale	Mayor	1	11,941.00			Membership to community gym	300
City of Rochester	Mayor	1	83,760.00		Y	FSA, dental, vision, life, disability, PERA DCP plan, deferred compensation, Mileage	
City of Rockford	Mayor	1	6,600.00				
City of Rogers	Mayor	1	8,000.00		N		
City of Roseau	Mayor	1	9,600.00	100	N		30,000
City of Rosemount	Mayor	1	10,400.00		N		30,000
City of Roseville	Mayor	1	10,620.00		N		30,000
City of Rush City	Mayor	1	1,800.00	30	N		
City of Rushford Village	Mayor	1	3,373.00	15	N		
City of Saint Peter	Mayor	1	10,000.08		N		
City of Sandstone	Mayor	1	2,000.00	25	N		
City of Sartell	Mayor	1	8,888.10		N	CELL PHONE REIMBURSEMENT \$650.00 ANNUALLY	
City of Sauk Centre	Mayor	1	5,100.00				536,075
City of Scandia	Mayor	1	5,185.09		N		536,075
City of Sebekka	Mayor	1	1,120.00	80			536,075
City of Shafer	Mayor	1	3,800.00	100	n	Pera	3,890
City of Shakopee	Mayor	1	1,153.85				3,890
City of Shorewood	Mayor	1	6,300.00		N		3,890
City of Silver Bay	Mayor	1	5,400.00		N		15,236
City of Slayton	Mayor	1	6,000.00		N		15,236
City of Sleepy Eye	Mayor	1	8,000.00		n		15,236
City of South St. Paul	Mayor	1	12,300.00		N		15,236
City of Spicer	Mayor	1	4,320.00	150	N		15,236
City of Spring Lake Park	Mayor	1	7,453.00		N		14,453
City of Springfield	Mayor	1	3,960.00	50	n		14,453
City of St. Anthony Village	Mayor	1	8,700.00		N		14,453
City of St. Charles	Mayor	1	6,000.00		n		14,453
City of St. Clair	Mayor	1	600.00	50	N		
City of St. Francis	Mayor	1	6,000.00	52.5	N		
City of St. Joseph	Mayor	1	7,800.00			\$100 per day for conferences	
City of St. Louis Park	Mayor	1	15,194.00		N		15,252
City of St. Michael	Mayor	1				paid \$95 per meeting	15,252
City of St. Paul Park	Mayor	1	5,350.00	35	N		15,252
City of Staples	Mayor	1	4,440.00	25	N		
City of Stewartville	Mayor	1	8,000.00	25	N		102,000
City of Stillwater	Mayor	1	9,000.00		Y	Dental	102,000
City of Stockton	Mayor	1	2,220.00	75	N		102,000
City of Sunfish Lake	Mayor	1	0.00		N		102,000
City of Taopi	Mayor	1	200.00	40	n		102,000
City of Taylors Falls	Mayor	1	1,800.00		N	Wage is a base pay of \$1800 plus \$15 a meeting	164,000
City of Thief River Falls	Mayor	1	7,200.00	66.25	N		164,000
City of Tower	Mayor	1	4,140.00		N		164,000
City of Truman	Mayor	1	1,420.00	35	N	Workers compensation Coverage	164,000
City of Two Harbors	Mayor	1	4,900.08	60	N	LIFE INSURANCE	37,421
City of Vergas	Mayor	1	2,550.00	50	N	PERA	37,421
City of Victoria	Mayor	1	6,000.00		n		37,421
City of Virginia	Mayor	1	8,000.00	100	Y		3,360
City of Waconia	Mayor	1	7,200.00		N		3,360

City of Waite Park	Mayor	1	7,200.00	2400	N	NOTE: Special Meeting Pay is paid \$200.00 a month = \$ 2400.00 annually	3,360
City of Waldorf	Mayor	1	12,132.00	4850	n		3,360
City of Walker	Mayor	1	9,600.00		N	IPAD	278,936
City of Wanamingo	Mayor	1	2,500.00	50	N		278,936
City of Watkins	Mayor	1	1,320.00	30	N		278,936
City of Wayzata	Mayor	1	7,400.00				278,936
City of West Concord	Mayor	1	1,750.00	35	N	Training and Travel	278,936
City of West St. Paul	Mayor	1	12,500.00		N		11,253
City of Willmar	Mayor	1	19,250.00		Y		11,253
City of Windom	Mayor	1	7,245.00	50	N	\$700 every odd numbered year as a technology stipend	11,253
City of Winnebago	Mayor	1	2,000.00	35	N		11,253
City of Winona	Mayor	1	10,778.00		Y	FSA, dental, P&RA Life if enrolled in DCP, other retirement savings options	11,253
City of Winthrop	Mayor	1	2,500.00		N		49,721
City of Worthington	Mayor	1	10,000.00	100	Y		49,721
City of Wright	Mayor	1	1,600.00	100	N		49,721
City of Wyoming	Mayor	1	5,000.00	30	N		49,721
City of Zumbrota	Mayor	1	3,380.00				49,721
Edgerton	Mayor	1	1,500.00	50	n		157,214
Halstad Municipal Utilities	Mayor	1	2,400.00		N		157,214
Plainview Elgin Sanitary District	Mayor	1	1,560.00		N		157,214