



Regular City Council Meeting

Tuesday, January 20, 2026 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 December 15, 2025.

Attachments:

- **City Council Minutes December 15, 2025** (12-15-2025_City_Council_Minutes.pdf)

3. Public Hearing

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 \$696,458.37

b. Motion to approve final payment request to Levanen Underground LLC in the amount of \$3,875.37.

Attachments:

- **2026-01-07 Final Pay Est 2024 Parking Lot Improvement - Levanen Underground** (2026-01-07_Final_Pay_Est_2024_Parking_Lot_Improvement_-_Levanen_Underground.pdf)

c. Motion to approve Resolution 2026-001 accepting a donation to the City of Dassel from an Anonymous donor in the amount of \$5,000 for the Fire Department.

Attachments:

- **2026-001 Resolution Accepting Donation-FD \$5000** (2026-001_Resolution_Accepting_Donation-FD_5000.pdf)

d. Adopt Resolution 2026-002 Designation Official Newspaper & Financial

Institutions

There are 2 financial institutions that have been removed from the list which are First National Bank of Cokato and Kensington Bank.

Attachments:

- **2026-002 Resolution Designating Official Newspaper and Financial Institutions** (2026-002_Resolution_Designating_Official_Newspaper_and_Financial_Institutions.pdf)

e. Adopt Resolution 2026-003 Ratifying Mayoral Committee Appointments for 2026

Attachments:

- **2026-003 Resolution Appointing Committee Members** (2026-003_Resolution_Appointing_Committee_Members.pdf)

f. Motion to schedule the 2nd City Council meeting of 2026 on Tuesday, February 17, 2026, at 6:00 p.m.

Due to President's day on the 3rd Monday of February 2026. The City Council regular meeting needs to be rescheduled.

g. Adopt Resolution 2026-004 Assigning Citizen and Staff Committee Appointments for 2026

Attachments:

- **2026-004 Resolution Assigning Citizens and Staff Committee Appointments for 2026** (2026-004_Resolution_Assigning_Citizens_and_Staff_Committee_Appointments_for_2026.pdf)

h. Adopt Resolution 2026-005 Making Council Assignments for 2026

Attachments:

- **2026-005 Resolution Council Appointments** (2026-005_Resolution_Council_Appointments.pdf)

i. Adopt Resolution 2026-006 Allowing Wire/Automated Bank Payments & Authorizing Pre-Payment of Claims

Attachments:

- **2026-006 Resolution Allowing Wire Transfers & Pre Payment of Claims** (2026-006_Resolution_Allowing_Wire_Transfers_Pre_Payment_of_Claims.pdf)

j. Adopt Resolution 2026-007 Establishing and Approving Public Works Employees Annual Stipends

Attachments:

- **2026-007 Resolution Setting Public Works Employees Annual Stipends** (2026-007_Resolution_Setting_Public_Works_Employees_Annual_Stipends.pdf)

k. Motion to approve Resolution 2026-008 Local Board of Appeal & Equalization Trained Board Member Certification

The online Board of Appeal & Equalization Training is 45 minutes on the Department of Revenue website.

It is good to have multiple City Council members trained. The training closes on January 31, 2026, for the current year. Please give Renee Eckerly, City Administrator a copy of your certificate so she can forward it to the Meeker County Assessor.

Attachments:

- **2026-008 Resolution Local Board of Appeal & Equalization Trained Board Member Certification** (2026-008_Resolution_Local_Board_of_Appeal_Equalization_Trained_Board_Member_Certification.pdf)

l. Motion to Approve Resolution 2026-009 Appointing the City Assessor and City Building Official for 2026

Attachments:

- **2026-009 Resolution Appointing Assessor & Bldg Official** (2026-009_Resolution_Appointing_Assessor_Bldg_Official.pdf)

m. Motion to approve the City mileage rate of 72.5 cents per mile effective January 1, 2026 through December 31, 2026.

In the past the City has used the IRS mileage rate. The IRS has set the 2026 mileage rate at 72.5 cents per mile. In 2025, the IRS mileage rate was .70 cents.

7. Council & Committee Reports

- a. Red Rooster Committee meeting, Thurs. Jan. 15, 2026 - Eckerly**

8. Staff Reports

- a. Museum Director**

Attachments:

- **Museum Directors report** (Museum_Directors_report.pdf)

- b. Liquor Store Manager**

Attachments:

- **Liquor Store Report - Dec 2025** (Liquor_Store_Report_-_Dec_2025.pdf)

- c. Fire Chief**

Attachments:

- **Fire Calls December 2025** (Fire_Calls_December_2025.pdf)

d. Public Works Director

Attachments:

- **Public Works Report January 2026** (Public_Works_Report_January_2026.pdf)

e. City Engineer

Report on the drain tile move/cost & the solar garden.

Consider Motion to acknowledge City Waiver still works at new location that was previously approved in November 2023.

Attachments:

- **11-19-25 Sound Pond Drantile Relocation Figure** (11-19-25_Sound_Pond_Drantile_Relocation_Figure.pdf)
- **11-19-25 South Pond Drantile Relocation - Prelim Estimate** (11-19-25_South_Pond_Drantile_Relocation_-_Prelim_Estimate.pdf)
- **ICE HOUSE SOLAR 2 LLC_SITE LAYOUT_v1.6** (ICE_HOUSE_SOLAR_2_LLC_SITE_LAYOUT_v1.6.pdf)
- **November 2023 Ice House Solar 2 Solar Setback Waiver Request for Dassel** (Ice_House_Solar_2_Solar_Setback_Waiver_Request_for_Dassel.pdf)

f. City Administrator

Attachments:

- **Monthly Report** (20260120_City_Administrator_Report.pdf)

g. City Attorney - not present

h. Sheriff's Department

Attachments:

- **Meeker Co Sheriffs Monthly Stats - December 2025** (Meeker_Co_Sheriffs_Monthly_Stats_-_December_2025.pdf)

9. Business Items

- a. Motion to rescind the December 15, 2025 action to approve a new liquor license and Sunday liquor application for Thirsty's Bar & Grill under GTown LLC Sara Cassidy for January 1, 2026 to January 1, 2027, pending background check by Meeker County Sheriffs.**

Motion to approve new liquor license and Sunday liquor application for Thirsty's Bar & Grill under GTown LLC Sara Cassidy for January 1, 2026, to September 30, 2026.

The MN Dept of Public Safety, Alcohol and Gambling only issued the license until the previous expiration date of September 30, 2026.

- b. Motion to approve the engagement letter for the 2025 audit with Oberloh & Oberloh, Ltd. in the amount of \$10,850.00.**

Attachments:

- **12-26-25 Engagement Letter_encrypted_ Sent to Council 1-20-25** (12-26-25_Engagement_Letter_encrypted_Sent_to_Council_1-20-25.pdf)

- c. Discuss email from BNSF Railroad regarding replacement of surface at 3rd St S Crossing, cost \$40,000**

Alexis Jones, BNSF Railroad would like a response from the City at our earliest convenience and then a formal agreement would be generated.

Attachments:

- **1-15-26 Email from BNSF Regarding Replacement of Surface at 3rd St S Crossing** (1-15-26_Email_from_BNSF_Regarding_Replacement_of_Surface_at_3rd_St_S_Crossing.pdf)

- d. Review Code of Conduct - Annual Review**

The document was adopted January 21, 2025.

Attachments:

- **1-21-2025 Code of Conduct - SIGNED and Approved** (1-21-2025_Code_of_Conduct_-_SIGNED_and_Approved.pdf)

- e. Motion to approve Resolution 2026-010 Appointing Data Practices Compliance Official for 2026**

This is a new appointment for the City of Dassel but is required by State statute.

Attachments:

- **2026-010 Resolution Appointing Data Practices Compliance Official for 2026** (2026-010_Resolution_Appointing_Data_Practices_Compliance_Official_for_2026.pdf)

- f. Motion to approve Pay Equity Compliance Report**

Report will be distributed and added to the agenda prior to the meeting.

- g. Motion to approve the 2026 Final Budgets for Water, Sewer & Liquor Store Enterprises funds**

Report will be distributed and added to the agenda prior to the meeting.

- h. Update on RFP for Engineering/Architect firm for costs on designing new Fire**

Station

i. Resolution 2026-007 Establishing and Approving Public Works Employees Annual Stipends

10. Announcements / Dates to Remember

2026 Elected Leaders Institute Feb. 6-7, 2026, in Plymouth and Feb. 20-21, 2026, in Alexandria
NEED TO REGISTER AND BOOK HOTELS ASAP

2026 LMC City Day on the Hill - St Paul March 11
NEED TO REGISTER AND BOOK HOTELS ASAP

Charter Communication - Upcoming Change 1-12-2026
Xcel Energy Natural Gas Rate Increase Proposal for 2026 12-31-25

DAHS Annual Membership meeting, Tues. Jan. 27, 2026, 10:00 a.m. History Center
Fire Advisory Board Meeting, Wed. Jan. 28, 2026, 7:00 p.m. Dassel Fire Hall
Dassel Business Group, Feb. 2, 2026, noon City Hall
Precinct Caucus Feb. 3, 2026, No Meetings can be held this date
Dept Head meeting, Tues. Feb. 10, 2026, 7:00 a.m. at City Hall
Community Education meeting, TBD
Presidents Day, Feb. 16, 2026, City Hall closed
City Council meeting, Tues. Feb. 17, 2026, 6:00 p.m.
DAHS meeting, Tues. Feb. 24, 2026, 10:00 a.m. History Center
Joint Meeting with City of Cokato, ISD 466, and City of Dassel, Mon. Mar. 2, 2026, 5:30 pm. Dassel
Elementary School tour
Annual Audit, March 9-11, 2026

Attachments:

- **2026 LMC Elected Leaders Institute -Plymouth Feb 6-7 - Alex Feb 20-21** (2026_LMC_Elected_Leaders_Institute_-Plymouth_Feb_6-7_-_Alex_Feb_20-21.pdf)
- **2026 LMC City Day on the Hill - St Paul March 11** (2026_LMC_City_Day_on_the_Hill_-_St_Paul_March_11.pdf)
- **Charter Communication - Upcoming Change 1-12-2026** (Charter_Communication_-_Upcoming_Change_1-12-2026.pdf)
- **Xcel Energy Natural Gas Rate Increase Proposal for 2026 12-31-25** (Xcel_Energy_Natural_Gas_Rate_Increase_Proposal_for_2026_12-31-25.pdf)

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.



DRAFT

Regular City Council Meeting

Minutes

Monday, December 15, 2025 at 6:00 pm

1. Call to Order

Minutes:

Meeting called to order by Mayor Lalone at 6:06 pm.

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 Nov. 17, 2025, Red Rooster Minutes Sept. 29, 2025, and DAHS meeting Oct. 28, 2025.

Minutes:

Motion by Gaertner, seconded by Suchy to approve the Minutes for City Council meeting Nov. 17, 2025, Red Rooster Minutes Sept. 29, 2025, and DAHS meeting Oct. 28, 2025. Motion carried.

3. Public Hearing(s)

a. 6:15 PM Public Hearing for Certification of Delinquent Accounts

Minutes:

Mayor Lalone opened the Public Hearing for Certification of Delinquent Accounts at 6:15 pm. Three accounts paid in full: Hawkinson, Kendall, and Stillman. Notices have been sent to the individuals on the list. Penalty calculated on the past due amount, a one-time 10% penalty fee. Mayor Lalone closed the Public Hearing at 6:17 pm.

b. 6:30 p.m. Public Hearing - Truth In Taxation

Minutes:

Mayor Lalone opened the Truth In Taxation Public Hearing at 6:45 pm. Administrator Eckerly gave the Truth In Taxation presentation stating the preliminary amount in September was 9%, now at 5%. \$853,873, an increase of 5% or \$40,565. Bond levy is significant due to the first year of a major payment for the sidewalk parking lot project. Bond payments doubled to \$182,240 and the total property tax levy is \$1,120,076. The museum bond will come off in 2026, with about \$35,000.00 still owed. The water tower is going to come off in 2028, and the water main will come off in 2029. •The sidewalk and street project that was bonded will stay on until 2040. \$20,000 of the \$40,000

increase is for law enforcement protection. The other \$20,000 is between liability insurance wages, health insurance went up 16% and changing the administrative assistant to full time was another \$6,000. \$12,000 collected in delinquent taxes. Public safety aid was a one-time hit of \$64,000 from the state., that they will not be doing again. \$3,000 decrease from subscription subscriber fees to Spectrum. The museum is doing really well with their rentals this year. Paid family leave: Two accounts: one for employees who qualify for unemployment (0.44) and one for firefighters and council members (0.88). Eckerly is checking with the state as to why we have 2 rates. The capital fund accounts balance will be transferred to the next year. Water and sewer information will be provided at next month's meeting.

The report to the county will show a 5% overall increase, with a 12% increase overall. The figure of \$937,836.00 will be reported to the county, which is cumulative. The Total Certified Levy being \$1,120,076.00. Staff will be a check with George to see if bonds can be bought down or called early to reduce the bond. Mayor Lalone closed the Public Hearing at 7:11 pm

c. 7:00 p.m. Public Hearing Review Ordinance 36.01 Fee Schedule & Potential Increase in Water/Sewer/Stormwater rates for 2026

Minutes:

Mayor Lalone opened the Public Hearing to Review Ordinance 36.01 Fee Schedule & Potential Increase in Water/Sewer/Stormwater rates for 2026 at 7:11 pm.

Examples of utility increases were provided for each residential, commercial, and industrial. The rate increase aligns with a study recommending a 3% annual increase to cover debt and improvements. The study projected increases for 20 years. No increases were done last year. There is concern about failing infrastructure and the need to replace it. Meter replacements were done in 2020 and are good for 20 years. Rental of the community room is proposed to increase from \$60 to \$75. Dave recommended changes to fire false alarm fees: First three alarms: No charge, 4th-10th alarm: \$55 each, 11th-15th alarm: \$110 each, 16th+ alarm: \$165 each. A new fee of \$50 is proposed for fire department incident reports for insurance companies. It is suggested to get rid of animal licensure but keep dangerous dog sections. Only 15 dogs were licensed last year. Tracey keeps an active spreadsheet of all dogs in town. Rabies requirements and dangerous dog sections will be maintained. A pre-development agreement should also be in place, similar to the one with Mr. Haase, so taxpayers aren't paying for TIF districts. The developer should pay all legal, engineering, and planning costs. The state has set the fees the city can charge for cannabis licenses. Most initial licenses and renewals are \$500 and \$1,000, respectively. Low potency hemp edible retail registration is \$125. With the Department of Cannabis going into effect, the THC ordinance can be repealed. The state must first approve the license, then the city can charge \$125 to examine the location and ensure it fits the code. State legislature sets fees for the city, making them very cheap compared to alcohol. The State of Minnesota has a water testing fee by the Department of Health, increasing from \$9.72 to \$15.22 starting January 1st. Suggested increase in the three-quarter inch meter (residential meter) from \$300 to \$350. Mayor Lalone closed the

public hearing at 7:25 pm.

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.)

Minutes:

Darrin Sombke, Meeker County Commissioner spoke on the county's new strategic plan. Which include four priorities: financial stewardship, assets and amenities, quality economic growth, and organizational excellence. Financial stewardship involves maximizing tax revenue and using it efficiently. Exploring a half-percent sales tax option due to road and bridge repairs. Meeker County is one of the only counties in all of our surrounding counties that does not have any type of sales tax. Currently considering a half-percent sales tax increase, which is part of their plan. It is specific to roads and bridges projects, not for general budget issues. Evaluating cost savings and reallocation of resources during the annual budget process. Changes in staffing are being evaluated to ensure positions are necessary and filled appropriately. Meeker Memorial Hospital renovations will not cost the county any money. The funding is coming from the hospital's reserves. The demolition landfill and transfer station north of Litchfield may be sold to a private entity due to additional environmental requirements. Consolidating highway out shops due to equipment issues. A significant addition to the highway department building in Litchfield is expected. Partnering with cities to support economic growth. Funding is available through economic grants. Addressing housing and childcare as important factors for quality economic growth. Working with the Child Care Coalition. Updating the county's comprehensive land use plan. Planning a family resource center to provide resources to people who are struggling. Aiming to bring resources to places like Dassel as many resources are focused on Litchfield. Enhancing the positive work environment for Meeker County employees. Competing with the Metro area for employees due to higher pay. Implementing a leadership and development training program. Evaluating job descriptions and compensation to remain competitive. Conducting staff team-building activities and addressing turnover rates. The goal is to have a trim budget while providing quality services and a quality place to live. MetLife was chosen for paid family leave administration because it is cheaper and helps administer the program, MetLife is also helping to pay for the insurance. Employees dropped short-term disability due to the paid family leave. Minnesota Family Leave is putting a toll on Meeker County. Tracking and administering the leave is costing a lot of resources. Consultants and other expenses have been incurred to implement the leave. MetLife paying part of it added complexity. The county adopted a mission statement: "united to lead, driven to serve." Meeker County has influence at the statewide conference of county leaders. The half-percent sales tax will be discussed at an upcoming meeting. The tax would be 50 cents for every \$100 spent. The sales tax could take some pressure off property taxes. The sales tax would be used only for roads and bridges. There are no administrative fees taken out. Council invited Commissioner Sombke to the walk throughs at the elementary schools in March and April.

5. Additions or Omissions to Agenda

6. Consent Agenda

Minutes:

Motion by Suchy, seconded by Thurn to approve the Consent Agenda as presented.
Motion carried.

- a. **Payment of Claims \$554,870.80**
- b. **Approving new liquor license and Sunday liquor application for Thirsty's Bar & Grill under GTown LLC Sara Cassidy for January 1, 2026 to January 1, 2027 pending background check by Meeker County Sheriffs Department.**
- c. **Motion not to waive municipal tort liability limits established by MN Statute 466.04.**
- d. **Motion to schedule the 1st City Council meeting of 2026 on Tuesday, January 20, 2026, at 6:00 p.m.**
- e. **UPDATE: Motion to Approve the Appointment of the Fire Department Officers effective Jan. 1, 2025**
- f. **Motion to approve Resolution 2025-032 accepting a donation to the City of Dassel from Dassel Firemans Relief Association Gambling Account in the amount of \$15,000.**

7. Council & Committee Reports

- a. **DAHS meeting, Tues. Nov. 25, 2025 - Eckerly**

Minutes:

Eckerly reported FungusAmongus is up for 26 awards: people can go vote for them. Janice is working on the new website. The Rental Agreement was discussed, and they passed a motion to modify their lease to charge an extra fee if people pick up tables and chairs, due to damage to the floor. Next DAHS meeting is January 27, an annual and monthly membership meeting.

- b. **Joint Meeting with City of Cokato, ISD 466, and City of Dassel, Mon. Dec. 1, 2025 - Mayor Lalone**

Minutes:

Mayor Lalone reported at the meeting they discussed the Elementary schools: feasibility study underway regarding moving or reconstruction. Hockey rink: upgrade for the atrium/entrance is on hold. Cokato is looking into low-income or additional housing. Dassel is experiencing an increase in jobs. Cokato touched on a \$1.4 million upgrade to fix holes in the kitty pool, which may be replaced with an art splash park near the corn carnival area. Elementary schools: tours are coming up. Dassel informed them of their infrastructure projects. There was a discussion about a 4-inch water line for fire suppression at the school. The school may have a bond question in about five years. Will be tours of each elementary school, Dassel Elementary will be the first Monday in March at 5:30 pm and Cokato Elementary will be the first Monday in April at 5:30 pm.

- c. **Red Rooster Committee meeting, Mon. Dec. 8, 2025 - Gaertner**

Minutes:

Council member Gaertner reported the Red Rooster committee is considering

turning into a 501(c)(3) organization. There was discussion of possibly raffling a golf cart, with 600 tickets at \$50 each. The goal is to utilize the history museum's federal ID number to have raffles. Red Rooster needs to establish bylaws and elect a president, secretary, and treasurer. The city cannot make money as the host of Red Rooster. The Red Rooster committee has made money in the past to give to organizations like the ambassadors. The board is open to reducing the days to Friday and Saturday, possibly including a community church on Sunday. The new representatives for the ambassadors need to figure out the royalty schedule. They are considering having chicken on Saturday, with a parade, coronation, and fireworks. Some people wish the chicken dinner was on Saturday after the parade because they don't come back on Monday.

8. Staff Reports

a. Museum Director

Minutes:

Eckerly reported that rentals have continued to increase. Sherlock Carol play begins December 12th. Staff is starting to work on ideas for events for 2026.

b. Liquor Store Manager

Minutes:

Manager Moy reported October sales numbers went from \$89,973.16 to \$93,766.80. Holiday sales numbers were good, with people celebrating before and after the holidays. Final inventory of the store will be done on January 2nd. Loaded up on closeout items and planning a 10% off all wines through the end of the year. Council discussed advertising and holiday sales, aiming to increase numbers. Moy stated she is already planning for fishing opener and the 4th of July. December numbers have been good, with weekday sales performing well. Sunday sales are averaging around \$1200.

c. Fire Chief

Minutes:

Chief Johnson reported November had 37 calls for the month, with 15 in the city of Dassel. Year-to-date calls are at 410, compared to 392 last year. The Red Cross was called for the last incident. There are 21 old portable radios to be taken out of service and potentially sold. •The new radios are working well with a few minor programming issues.

d. Public Works Director

Minutes:

Eckerly reported the valve is leaking at 1st St and Hwy 12 again. The city will need to suck the water out with the vac truck so the company can fix the break. Not sure if it will be covered under warranty. Trying to flood the rink, but water is seeping through. Hoping the cold weather will help hold the water on the spongy soil. Replacing a broken window in the warming house with plexiglass. No bids received on the Ranger. Kyle wants to relist it for \$1,500 after fixing a leak. Motion to sell the 2005 Ford Ranger XLT 4x4 for \$1,500. Motion by

Landrus, seconded by Gaertner to relist and advertise the Ranger for \$1,500.00. Motion carried.

Flyer sent out to make people aware of the city's towing policy. No parking on streets or alleys during 48 hours after a snow event. Plowing starts at 4 a.m. and can be done by 8 a.m. Towing costs a minimum of \$200. Vehicle will be towed to Hutchinson if not picked up within seven days, incurring storage fees. The city makes no money off the tows. No cars have been towed yet this winter. Aiming for consistency in towing enforcement. Plowing focuses on downtown businesses first, then the fire department. They try not to plow during the day unless they have to.

e. City Engineer

Minutes:

Engineer Lease discussed the proposal for completing a feasibility report for the 2027 improvement project. Total estimated project cost is around \$2.6 million. Cost estimate for the feasibility report is around \$18,000 to \$22,000. The report is needed to pursue PFA funding. Street project is set to be paid off in a couple of years. Pacific Avenue project moved up to 2027. Feasibility studies can be updated with cost estimates. Sanitary sewer project is related to existing conditions of the sanitary sphere. Televising done in 2017 showed concerns with the sewer line. Project could be pushed off to 2028. There is potential that the pipe's gotten worse since 2017. Working on BDPI grant application for Spectralytics. Grant covers 50% of eligible costs. County may assist with street reconstruction costs. Assessments will be used to pay for extra sanitary sewer, water main replacement, force main, and lift station. Project cost is about \$1 million. New sanitary sewer for Spectralytics to a centralized low point at the end of 3rd street and into a lift station. Water main through the area is from the 1970s and undersized. Assessments would be based off of the sanitary gravity, sanitary sewer and the water main, not the force main and the lift station. Coordination needed with Cretex. Need to meet with property owners and get numbers out. Preliminary assessment figures to be put together. Property owners can waive their right to hearings according to the 429 process.

f. City Administrator

Minutes:

Administrator Eckerly reported she and Mayor Lalone visited with Robert Scott and David from Flaherty and Hood on November 25th. David is helping with the RFP for the engineering and the architects. Low potency license for liquor stores for hemp, but the federal government has banned hemp, which goes into effect November 13th of 2026. Tracey & I had a demonstration from Laserfiche which will be discussed later in the agenda. Met with Vanessa from Waste Management regarding contract renewal. Contract will be on the January meeting agenda. Services include shredding and sharps containers for city buildings. Waste Management has modernized recycling facilities and offers tours. Liability insurance and work comp insurance renewals are complete after the mayor signs the document. Letters regarding paid family leave were sent to

staff for signature after reviewing percentages. Staff timesheets need to be signed and verified for the last payroll next week. Banyon software discrepancies and performance evaluation project packets for department heads are being worked on. Date books with the City of Dassel logo and pen are available for \$7.50 at City Hall and the museum.

- g. City Attorney - No Action Items**
- h. Sheriff's Department**

Minutes:

Deputy Kelly reported two thefts, one ATM-related and one scam in Dassel last month. 109 traffic stops occurred last month, resulting in 10 citations. If anyone should receive a suspicious call or email, they should hang up and call their bank back by a number they know. Spam calls related to back income taxes are prevalent; people should hang up and report them. The IRS and sheriff's department will not call requesting money or donations. A Microsoft scam is circulating, appearing legitimate but potentially granting scammers control of computers.

9. Business Items

- a. Motion to declare the 20 Motorola XTS2500 radios as surplus property and authorize advertisement for bids or list on gov.deals.**

Minutes:

Motion by Landrus, seconded by Thurn to declare the 21 Motorola XTS2500 radios as surplus property and authorize advertisement for bids or list on gov.deals. Motion carried.

- b. Motion to certify delinquent water and sewer amounts to the Meeker County Auditor to be put on the real estate taxes**

Minutes:

Motion by Landrus, seconded by Suchy to certify delinquent water and sewer amounts to the Meeker County Auditor to be put on the real estate taxes, with the updated changes for those accounts paid. Motion carried.

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

Minutes:

Motion by Lalone, seconded to Landrus to approve Resolution 2025-028 Ordering Preparation of Report on 2027 Street Improvement Project with the engineering not to exceed \$22,000.00. Motion carried.

- d. Motion to Approve Resolution 2025-030 Appointing Dassel State Insurance and Susan Jarl, Agent**

Minutes:

Motion by Gaertner, seconded by Thurn to Approve Resolution 2025-030 Appointing Dassel State Insurance and Susan Jarl, Agent. Motion carried.

- e. Discuss proposal from SunShare for placement of solar gardens on PID**

23-0607000

Minutes:

Motion by Landrus, seconded by Gaertner not to move forward with the SunShare proposal. Motion carried.

- f. Discuss purchasing digital archival system, Laserfiche proposal and DocuWare proposal. The money would be from account 101-41000-501 Capital Projects with a balance of \$40,000.**

Minutes:

Motion by Gaertner, seconded by Suchy to approve the Cities Digital-Laserfiche contract at a cost of \$10,815.00. Motion failed with Landrus, Lalone and Thurn voting no.

- g. Update on RFP for Engineering/Architect firm for costs on designing new Fire Station**

Minutes:

Administrator Eckerly has been working with the City Attorney and Fire Chief Johnson on the RFP and almost has it finished. The RFP will be ready for the January meeting.

- h. Motion to approve Resolution 2025-029 Setting and Approving the Annual Fee Schedule for 2026**

Minutes:

Motion by Gaertner, seconded by Landrus to approve Resolution 2025-029 Setting and Approving the Annual Fee Schedule for 2026. Motion carried.

- i. Motion to Adopt Resolution 2025-31 Approving Final Budget & Levy**

Minutes:

Motion by Lalone, seconded by Thurn to Adopt Resolution 2025-31 Approving Final Budget & Levy. Motion carried.

- j. Motion to approve 3% pay increase for staff effective 1/1/2026.**

Minutes:

Motion by Landrus, seconded by Gaertner to approve 3% pay increase for staff effective 1/1/2026. Motion carried.

- k. UPDATE: Motion to approve quote from Computer Samurai for Firewall equipment for admin office, public works and museum, a new desktop computer for public works, and additional memory for 2 computers in Admin office**

Minutes:

Motion by Lalone seconded by Landrus to approve quote totaling \$5,500.00 from Computer Samurai for Firewall equipment for admin office, public works and museum, a new desktop computer for public works, and installation at a cost of \$600.00. Motion carried.

- l. UPDATE: Motion to approve lease with Tiercel Properties LLC for ice rink to**

December 1, 2027.

Minutes:

Motion by Gaertner, seconded by Landrus to approve lease with Tiercel Properties LLC for ice rink to December 1, 2027. Motion carried.

10. Announcements / Dates to Remember

Minutes:

2026 Elected Leaders Institute Feb. 6-7, 2026, in Plymouth and Feb. 20-21, 2026, in Alexandria
NEED TO REGISTER AND BOOK HOTELS ASAP
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
Dept Head meeting, Tues. Jan. 13, 2026, 7:00 a.m. at City Hall
Red Rooster Committee Meeting - Thurs. Jan. 15, 2026, at 6:00 p.m.
Holiday - January 19, 2026 - Martin Luther King, Jr. Day - City Hall Closed
City Council meeting, Tues. Jan. 20, 2026, 6:00 p.m. at City Hall
DAHS meeting, Tues. Jan. 27, 2026, 10:00 a.m. History Center, Annual Membership Meeting

11. Adjourn

Minutes:

Motion Landrus, seconded by Gaertner to adjourn at 9:15 pm. Motion carried.



Real People. Real Solutions.

2040 Highway 12 East
Willmar, MN 56201-5818

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

January 7, 2026

Renee Eckerly, City Administrator
City of Dassel
PO Box 391
Dassel, MN 55325

RE: 2024 Parking Lot and Sidewalk Improvements
City of Dassel, Minnesota
Project No.: OW1.132887

Dear Renee,

Enclosed please find the Final Payment Estimate for the above referenced project. This estimate reflects all work completed with the project. We have reviewed the estimate and have approved it as submitted. Please review the estimate and, if acceptable, sign and date the estimate and forward one copy to Levanen Underground LLC with payment, one copy to myself and keep one copy for your records. Also enclosed are copies of the Contractor's IC-134 forms and consent of surety 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.
City Engineer

Enclosure

Contractor's Application for Payment

Owner: <u>City of Dassel</u>	Owner's Project No.: _____
Engineer: <u>Bolton & Menk, Inc.</u>	Engineer's Project No.: <u>OW1.132887</u>
Contractor: <u>Levanen Underground LLC</u>	Agency's Project No.: _____
Project: <u>2024 Parking Lot and Sidewalk Improvements</u>	
Contract: <u>2024 Parking Lot and Sidewalk Improvements</u>	
Application No.: <u>FINAL</u>	Application Date: <u>11/4/2025</u>
Application Period: From <u>7/11/2025</u> to <u>10/31/2025</u>	

1. Original Contract Price	\$	360,537.50
2. Net change by Change Orders	\$	-
3. Current Contract Price (Line 1 + Line 2)	\$	360,537.50
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	\$	387,536.91
5. Retainage		
a. _____ X \$ 387,536.91 Work Completed	\$	-
b. _____ X \$ - Stored Materials	\$	-
c. Total Retainage (Line 5.a + Line 5.b)	\$	-
6. Amount eligible to date (Line 4 - Line 5.c)	\$	387,536.91
7. Less previous payments	\$	383,661.54
8. Amount due this application	\$	3,875.37
9. Balance to finish, including retainage (Line 3 - Line 4)	\$	-

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; and

(4) The provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: Levanen Underground LLC

Signature: *Clint Levanen* **Date:** 11/10/2025

Name: Clint Levanen **Title:** President/Owner

Recommended by Engineer	Approved by Owner
By: <u><i>Mitchell Lease</i></u>	By: _____
Name: <u>Mitchell Lease, P.E.</u>	Name: _____
Title: <u>City Engineer</u>	Title: _____
Date: <u>1/07/2026</u>	Date: _____

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Dassel
 Engineer: Bolton & Menk, Inc.
 Contractor: Levanen Underground LLC
 Project: 2024 Parking Lot and Sidewalk Improvements
 Contract: 2024 Parking Lot and Sidewalk Improvements

Owner's Project No.: _____
 Engineer's Project No.: OW1.132887
 Agency's Project No.: _____

Application No.: FINAL Application Period: From 07/11/25 to 10/31/25 Application Date: 11/04/25

A	B	C	D	E	F	F1	F2	G	H	I	J	K
Bid Item No.	Description	Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)	Materials Currently Stored (not in G) (\$)	Work Completed and Materials Stored to Date (H + I) (\$)	% of Value of Item (J / F) (%)
Original Contract												
1	MOBILIZATION	1.00	LUMP SUM	5,500.00	5,500.00	1.00	5,500.00	1.00	5,500.00		5,500.00	100%
2	REMOVE MANHOLE (STORM)	2.00	EACH	700.00	1,400.00	2.00	1,400.00	2.00	1,400.00		1,400.00	100%
3	SALVAGE CASTING	2.00	EACH	600.00	1,200.00	2.00	1,200.00	2.00	1,200.00		1,200.00	100%
4	SALVAGE SIGN	1.00	EACH	500.00	500.00	1.00	500.00	1.00	500.00		500.00	100%
5	REMOVE SEWER PIPE (STORM)	40.00	LIN FT	50.00	2,000.00	40.00	2,000.00	40.00	2,000.00		2,000.00	100%
6	REMOVE CURB & GUTTER	287.00	LIN FT	15.00	4,305.00	388.00	5,820.00	388.00	5,820.00		5,820.00	135%
7	REMOVE CONCRETE DRIVEWAY PAVEMENT	98.00	SQ YD	20.00	1,960.00	98.00	1,960.00	98.00	1,960.00		1,960.00	100%
8	REMOVE CONCRETE WALK	804.00	SQ YD	15.00	12,060.00	805.83	12,087.45	805.83	12,087.45		12,087.45	100%
9	REMOVE BITUMINOUS PAVEMENT	3,265.00	SQ YD	5.00	16,325.00	3,265.00	16,325.00	3,265.00	16,325.00		16,325.00	100%
10	COMMON EXCAVATION (P)	1,428.00	CU YD	6.00	8,568.00	1,428.00	8,568.00	1,428.00	8,568.00		8,568.00	100%
11	SUBGRADE EXCAVATION (EV)	68.00	CU YD	7.00	476.00	42.50	297.50	42.50	297.50		297.50	63%
12	GEOTEXTILE FABRIC TYPE V	3,165.00	SQ YD	2.00	6,330.00	3,068.00	6,136.00	3,068.00	6,136.00		6,136.00	97%
13	AGGREGATE BASE (CV) CLASS 5	1,163.00	CU YD	17.00	19,771.00	1,055.50	17,943.50	1,055.50	17,943.50		17,943.50	91%
14	BITUMINOUS PATCH STREET	65.00	SQ YD	83.00	5,395.00	137.00	11,371.00	137.00	11,371.00		11,371.00	211%
15	BITUMINOUS PATCH DRIVEWAY	55.00	SQ YD	55.00	3,025.00	70.56	3,880.80	70.56	3,880.80		3,880.80	128%
16	TYPE SP 9.5 WEARING COURSE MIX (2,B)	336.00	TON	112.00	37,632.00	338.50	37,912.00	338.50	37,912.00		37,912.00	101%
17	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	568.00	TON	89.00	50,552.00	567.00	50,463.00	567.00	50,463.00		50,463.00	100%
18	12" RC PIPE SEWER CLASS V	24.00	LIN FT	92.00	2,208.00	22.00	2,024.00	22.00	2,024.00		2,024.00	92%
19	8" PVC STORM PIPE (SDR 26)	20.00	LIN FT	90.00	1,800.00	19.50	1,755.00	19.50	1,755.00		1,755.00	98%
20	CONSTRUCT BULKHEAD	1.00	EACH	2,500.00	2,500.00	1.00	2,500.00	1.00	2,500.00		2,500.00	100%
21	CONNECT TO EXISTING STORM SEWER	3.00	EACH	850.00	2,550.00	3.00	2,550.00	3.00	2,550.00		2,550.00	100%
22	CONSTRUCT DRAINAGE STRUCTURE DES 48-4020	6.90	LIN FT	500.00	3,450.00	6.50	3,250.00	6.50	3,250.00		3,250.00	94%
23	ADJUST VALVE BOX	2.00	EACH	250.00	500.00	3.00	750.00	3.00	750.00		750.00	150%
24	ADJUST FRAME & RING CASTING	2.00	EACH	250.00	500.00	2.00	500.00	2.00	500.00		500.00	100%
25	CASTING ASSEMBLY SPECIAL - CURB STOP	6.00	EACH	680.00	4,080.00	10.02	6,813.60	10.02	6,813.60		6,813.60	167%
26	ADJUST CURB STOP	6.00	EACH	100.00	600.00	10.00	1,000.00	10.00	1,000.00		1,000.00	167%
27	FURNISH & INSTALL FRAME AND RING CASTING (STORM	1.00	EACH	500.00	500.00	1.00	500.00	1.00	500.00		500.00	100%
28	4" CONCRETE WALK	6,845.00	SQ FT	7.00	47,915.00	7,869.00	55,083.00	7,869.00	55,083.00		55,083.00	115%
29	6" CONCRETE DRIVEWAY PAVEMENT	1,844.00	SQ FT	8.00	14,752.00	2,716.00	21,728.00	2,716.00	21,728.00		21,728.00	147%
30	6" THICKENED EDGE CONCRETE WALK	644.00	SQ FT	8.00	5,152.00	628.50	5,028.00	628.50	5,028.00		5,028.00	98%
31	CONCRETE CURB & GUTTER DESIGN B618	822.00	LIN FT	18.00	14,796.00	1,159.00	20,862.00	1,159.00	20,862.00		20,862.00	141%
32	TRUNCATED DOMES	22.00	SQ FT	90.00	1,980.00	20.00	1,800.00	20.00	1,800.00		1,800.00	91%
33	INSTALL SIGN PANEL (HANDICAP PARKING)	2.00	EACH	200.00	400.00	2.00	400.00	2.00	400.00		400.00	100%
34	REINSTALL SALVAGED SIGN	1.00	EACH	300.00	300.00	1.00	300.00	1.00	300.00		300.00	100%
35	TRAFFIC CONTROL	1.00	LUMP SUM	3,000.00	3,000.00	1.00	3,000.00	1.00	3,000.00		3,000.00	100%
36	4" SOLID LINE WHITE PAINT	1,170.00	LIN FT	3.00	3,510.00	1,056.00	3,168.00	1,056.00	3,168.00		3,168.00	90%
37	CURB MARKING PAINT (YELLOW)	45.00	LIN FT	4.00	180.00	30.00	120.00	30.00	120.00		120.00	67%
38	PAVEMENT MESSAGE WHITE (HANDICAP SYMBOL)	2.00	EACH	480.00	960.00	2.00	960.00	2.00	960.00		960.00	100%
39	STABILIZED CONSTRUCTION EXIT	3.00	EACH	1,200.00	3,600.00	2.00	2,400.00	2.00	2,400.00		2,400.00	67%
40	STORM DRAIN INLET PROTECTION	8.00	EACH	120.00	960.00	8.00	960.00	8.00	960.00		960.00	100%
41	BIOLOG	256.00	LIN FT	6.50	1,664.00	256.00	1,664.00	256.00	1,664.00		1,664.00	100%
42	COMMON TOPSOIL BORROW	128.00	CU YD	28.00	3,584.00	237.77	6,657.56	237.77	6,657.56		6,657.56	186%
43	TURF ESTABLISHMENT, HYDRAULIC MATRIX	666.00	SQ YD	7.50	4,995.00	470.00	3,525.00	470.00	3,525.00		3,525.00	71%
44	TURF ESTABLISHMENT, EROSION CONTROL BLANKET	96.00	SQ YD	7.50	720.00	82.00	615.00	82.00	615.00		615.00	85%
A-1	REMOVE BITUMINOUS PAVEMENT	1,612.00	SQ YD	5.00	8,060.00	1,612.00	8,060.00	1,612.00	8,060.00		8,060.00	100%

Progress Estimate - Unit Price Work

Contractor's Application for Payment

Owner: City of Dassel
 Engineer: Bolton & Menk, Inc.
 Contractor: Levanen Underground LLC
 Project: 2024 Parking Lot and Sidewalk Improvements
 Contract: 2024 Parking Lot and Sidewalk Improvements

Owner's Project No.: _____
 Engineer's Project No.: 0W1.132887
 Agency's Project No.: _____

Application No.: <u>FINAL</u>		Application Period: From <u>07/11/25</u> to <u>10/31/25</u>				Application Date: <u>11/04/25</u>						
A	B	C	D	E	F	F1	F2	G	H	I	J	K
Bid Item No.	Description	Contract Information				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) (%)
		Item Quantity	Units	Unit Price (\$)	Value of Bid Item (C X E) (\$)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) (\$)			
A-2	TYPE SP 9.5 WEARING COURSE MIX (2,B)	150.00	TON	115.25	17,287.50	150.00	17,287.50	150.00	17,287.50		17,287.50	100%
A-3	TYPE SP 12.5 NON WEAR COURSE MIX (2,B)	250.00	TON	111.06	27,765.00	250.00	27,765.00	250.00	27,765.00		27,765.00	100%
A-4	AGGREGATE BASE (CV) CLASS 5	135.00	CU YD	17.00	2,295.00	17.00	289.00	17.00	289.00		289.00	13%
A-5	BIOLOG	150.00	LIN FT	6.50	975.00	132.00	858.00	132.00	858.00		858.00	88%
Original Contract Totals					\$ 360,537.50		\$ 387,536.91		\$ 387,536.91	\$ -	\$ 387,536.91	107%



Your Recent Contractor Affidavit Request

1 message

MN Revenue e-Services <eservices.mdor@state.mn.us>
To: janean@levanenunderground.com

Fri, Jul 18, 2025 at 5:14 PM

This email is an automated notification and is unable to receive replies.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 0-497-453-536
Submitted Date and Time: 18-Jul-2025 5:10:40 PM
Legal Name: LEVANEN UNDERGROUND LLC
Federal Employer ID: 82-2377772
User Who Submitted: meliatanninen
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1190866944
Minnesota ID: 6083054
Project Owner: CITY OF DASSEL
Project Number: 0W1.132887
Project Begin Date: 05-May-2024
Project End Date: 14-Jul-2025
Project Location: CITY OF DASSEL
Project Amount: \$409,102.39

Subcontractor Summary

Name	ID	Affidavit Number
MINNESOTA PAVING AND MATERIALS	9215290	1902784512
SJB MASONRY	2294281	644689920
VAN ORT TURF & EROSION	7474585	1927950336

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.

Contact Us

If you need further assistance, contact our Withholding Tax Division at 651-282-9999, (toll-free) 800-657-3594, or (email) withholding.tax@state.mn.us. Business hours are Monday through Friday 8:00 a.m. to 4:30 p.m. Central Time.

How to View and Print this Request

You can see copies of your requests by going into your History.

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Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	0-141-658-592
Submitted Date and Time:	18-Jul-2025 3:29:44 PM
Legal Name:	OMG MIDWEST INC
Federal Employer ID:	33-1189877
User Who Submitted:	Mary_Mohs
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	1902784512
Minnesota ID:	9215290
Project Owner:	CITY OF DASSEL
Project Number:	DASSEL 2024
Project Begin Date:	16-Sep-2024
Project End Date:	16-Sep-2024
Project Location:	DASSEL
Project Amount:	\$145,869.60
Subcontractors:	No Subcontractors

Important Messages

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Please [print this page](#) for your records using the print or save functionality built into your browser.



Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number:	1-847-816-672
Submitted Date and Time:	14-Jul-2025 10:58:43 AM
Legal Name:	SJB MASONRY LLC
Federal Employer ID:	74-3235003
User Who Submitted:	sbunn01
Type of Request Submitted:	Contractor Affidavit

Affidavit Summary

Affidavit Number:	644689920
Minnesota ID:	2294281
Project Owner:	CITY OF DASSEL
Project Number:	240898
Project Begin Date:	01-Sep-2024
Project End Date:	31-Oct-2024
Project Location:	DASSEL, MN
Project Amount:	\$19,000.00
Subcontractors:	No Subcontractors

Important Messages

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Please [print this page](#) for your records using the print or save functionality built into your browser.

Mitchell Lease

From: Jonathan Van Ort <vanortturf@gmail.com>
Sent: Monday, July 14, 2025 8:00 AM
To: janean@levanenunderground.com
Subject: Fwd: Your Recent Contractor Affidavit Request

IC134 Dassel Parking Lot.

----- Forwarded message -----

From: MN Revenue e-Services <eservices.mdor@state.mn.us>
Date: Sun, Jul 13, 2025 at 10:49 PM
Subject: Your Recent Contractor Affidavit Request
To: <vanortturf@gmail.com>

This email is an automated notification and is unable to receive replies.

Contractor Affidavit Submitted

Thank you, your Contractor Affidavit has been approved.

Confirmation Summary

Confirmation Number: 2-119-348-704
Submitted Date and Time: 13-Jul-2025 10:49:18 PM
Legal Name: VAN ORT TURF & EROSION LLC
Federal Employer ID: 86-3869307
User Who Submitted: vanortturf
Type of Request Submitted: Contractor Affidavit

Affidavit Summary

Affidavit Number: 1927950336

Minnesota ID: 7474585
Project Owner: CITY OF DASSEL
Project Number: PARKING LOTS
Project Begin Date: 05-Oct-2024
Project End Date: 07-Oct-2024
Project Location: DASSEL, MN
Project Amount: \$3,250.00
Subcontractors: No Subcontractors

Important Messages

A copy of this page must be provided to the contractor or government agency that hired you.
Contact Us

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AIA Document G707™ – 1994

Consent of Surety to Final Payment

PROJECT: (Name and address)

Project No 0W1.132887; 2024 Parking Lot & Sidewalk Improvements; City of Dassel, Minnesota

ARCHITECT'S PROJECT NUMBER:

CONTRACT FOR:

CONTRACT DATED: 4/24/2024

OWNER

ARCHITECT

CONTRACTOR

SURETY

OTHER

TO OWNER: (Name and address)

City Of Dassel
Po Box 391, 460 3rd Street
Dassel, MN 55325-0391

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety.)

Granite Re, Inc.
14001 Quailbrook Drive
Oklahoma City, OK 73134

on bond of
(Insert name and address of Contractor.)

Levanen Underground, LLC
33361 710th Ave
Kimball, MN 55353

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to
(Insert name and address of Owner.)

City Of Dassel
Po Box 391, 460 3rd Street
Dassel, MN 55325-0391

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: December 19th 2025
(Insert in writing the month followed by the numeric date and year.)

Attest
(Seal)



Tom Staples

Granite Re, Inc.

(Surety)

(Signature of authorized representative)

Troy Staples, Attorney-in-fact

(Printed name and title)

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

GRANITE RE, INC.
GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of MINNESOTA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

TOM LAHL; TOM KEMP; LISA M. FRANCOUR; JENNIFER BOYLES; ZACHARY PATE; TROY STAPLES; NICHOLAS HOCHBAN; NICK DENN its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

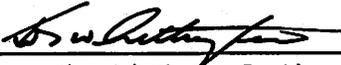
To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

TOM LAHL; TOM KEMP; LISA M. FRANCOUR; JENNIFER BOYLES; ZACHARY PATE; TROY STAPLES; NICHOLAS HOCHBAN; NICK DENN may lawfully do in the premises by virtue of these presents.

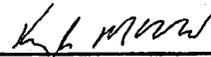
In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Assistant Secretary, this 31st day of July, 2023.

STATE OF OKLAHOMA)
) SS:
COUNTY OF OKLAHOMA)





Kenneth D. Whittington, President

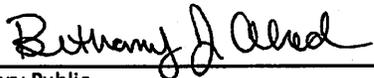


Kyle P. McDonald, Assistant Secretary

On this 31st day of July, 2023, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Assistant Secretary of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Assistant Secretary of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Assistant Secretary, respectively, of the Company.

My Commission Expires:
April 21, 2027
Commission #: 11003620





Notary Public

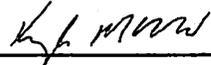
GRANITE RE, INC.
Certificate

THE UNDERSIGNED, being the duly elected and acting Assistant Secretary of Granite Re, Inc., a Minnesota Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

“RESOLVED, that the President, any Vice President, the Assistant Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking.”

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this 19th day of December, 2025.





Kyle P. McDonald, Assistant Secretary

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>
Anonymous	\$5,000.00

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 and will be utilized for the purchase of equipment by the Fire Department.

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 20th day of January, 2026.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

CITY OF DASSEL

RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPER AND OFFICIAL DEPOSITORIES OF THE CITY OF DASSEL

WHEREAS, the City of Dassel is required under M.S. 412.831 to annually designate the Official City Newspaper; and

WHEREAS, the City of Dassel is required under M.S. 427.01 to annually designate the official depositories of the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dassel that the Dassel – Cokato Enterprise Dispatch is designated as the official newspaper of the City for 2024; and

BE IT FURTHER RESOLVED by the City Council of the City of Dassel that the following financial institutions are hereby designated as depositories to the extent they are collateralized per the requirements of M.S. 118A.03 of accepted standards:

Perennial Bank
4-M Fund
Edward Jones, 711 Hwy 12, Litchfield, MN
Edward Jones, 945 Echo Dr, Ste B, Hutchinson, MN
Northland Securities

BE IT FURTHER RESOLVED by the City Council of the City of Dassel that the City Administrator is authorized to make transfers between official depositories with Council approval.

Motion by _____, seconded by _____, the resolution was approved and unanimously carried, this 20th day of January, 2026.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

**CITY OF DASSEL
 RESOLUTION RATIFYING MAYORAL
 COMMITTEE APPOINTMENTS FOR 2026**

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dassel the following Mayoral Appointments are accepted and adopted by the Council as a whole:

Acting Mayor	Dan Landrus
Cable Commission	City Administrator Renee Eckerly
Community Education Board	Bob Lalone
DC Baseball Association	Daniel Landrus
DC Trail Committee	Daniel Landrus John Pankratz, Park Board Member, Citizen Representative
Dassel Business Group Liaison	Amy Gaertner
Fire Advisory Board	Marie Thurn
Fire Department Relief Assoc. (Ex-Officios)	Bob Lalone City Administrator Renee Eckerly
Heritage Preservation Commission	Deb Suchy, Council Representative _____, Planning Commission Representative
Historical Society Liaison	Deb Suchy City Administrator Renee Eckerly
Negotiations/Personnel Committee	Bob Lalone Dan Landrus
Park & Rec Board	Amy Gaertner
Red Rooster Festival Committee	Amy Gaertner City Administrator Renee Eckerly

Spring Lake Association Liaison

Bob Lalone & Daniel Landrus

Wellhead Protection Committee

Daniel Landrus
City Administrator Renee Eckerly
Public Works Director Kyle Moy

Motion by _____ seconded by _____, the resolution was approved and unanimously carried, this 20th day of January, 2026.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

CITY OF DASSEL

RESOLUTION ASSIGNING CITIZEN AND STAFF COMMITTEE APPOINTMENTS FOR 2026

WHEREAS, a community is strongest when it is supported by a broad base of citizens active in its growth and working toward ever increasing betterment of the community; and

WHEREAS, the City of Dassel is fortunate to have Citizens and Staff willing to serve the community to the best of their abilities on committees and advisory boards to provide the City with a united voice to guide its actions;

NOW, THEREFORE, BE IT RESOLVED that the following staff and citizen appointments are hereby approved by the Dassel City Council:

National Incident Management Board

Chairman – Dave Johnson, City of Dassel – Staff (Fire Chief)
Brian Massingham, City of Dassel – Staff (Assistant Fire Chief)
Ryan Weinandt, Dassel Elementary School – Principal
Jon Richardson, Cassia/Dassel Lakeside – Administrator
Bob Lalone, Mayor – City of Dassel
Renee Eckerly, City of Dassel – Staff (City Administrator)
Brian Cruze, Meeker County Sheriff – Public Safety
Kyle Moy, Public Works Director, City of Dassel – Staff (Public Works Director)

Dassel Safety Committee

Bob Lalone, City Council Representative
Dave Johnson, Fire Department Representative
Renee Eckerly, Administrative Representative
Kyle Moy, Public Works Director, Public Works Representative
Heather Moy, Liquor Store Representative
John Benson, Dassel History Center Representative

Planning Commission

Al Sexton (Term ending 12/31/2026)
Allen Suchy (Term ending 12/31/2026)
Nick Corbin (Term ending 12/31/2027)
Isaac Nelson (Term ending 12/31/2027)
Daniel Landrus (Term ending 12/31/2026 – Council representative)

Motion by _____, seconded by _____, the resolution was approved and unanimously carried, this 20th day of January, 2026.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

CITY OF DASSEL

A RESOLUTION MAKING COUNCIL ASSIGNMENTS FOR 2026

WHEREAS, It is desirable to assign first line contacts to departments to be available to discuss with staff, projects and issues within the specific departments, and then to provide input to the council as a whole to add in the decision making process;

NOW, THEREFORE, BE IT RESOLVED by the Dassel City Council the following Assignments are accepted and adopted by the Council as a whole:

- | | |
|---|-------------------------|
| Administrative, Liquor, Museum,
Utilities & Public Works Departments | Mayor Lalone |
| Fire Department | Council member Gaertner |
| Technology | Mayor Lalone |

Motion by _____, seconded by _____, the resolution was approved and unanimously carried, this 20th day of January, 2026.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

**CITY OF DASSEL
RESOLUTION ALLOWING WIRE/AUTOMATED BANK PAYMENTS
AND AUTHORIZING PRE-PAYMENT OF CLAIMS**

WHEREAS, the banking industry has promoted electronic funds transfers to reduce paper transactions, move resources more rapidly and respond to customer demands; and

WHEREAS, Minnesota State Statutes defines electronic funds transfer as the process of value exchange via mechanical means without the use of checks, drafts, or similar negotiable instruments; and

WHEREAS, Minnesota State Statute 471.38, states that payment of claims, obligations and investment transactions of a statutory city may be made by warrant, check or all forms of electronic or wire funds transfer and that a statutory city may accept payment by use of a credit card, debit card, or all forms of electronic or wire funds transfer; and

WHEREAS, the Dassel City Council acknowledges this new technology and the need for electronic fund transfer transactions both coming into and going out of the City bank and investment accounts.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF DASSEL, MINNESOTA that the Dassel City Administrator surer may accept and make payment by electronic funds transfer and wire transfer and that these transactions are subject to the same approval requirements as any paper transaction and that these electronic funds transfer and wire transfer transactions meet all of the required policies of the financial institutions the City of Dassel transacts with and includes but may not be limited to the following:

Utility and Miscellaneous Receipts, Credit Card Receipts and Monthly Charges, MN State Retirement System, ALERUS, State of Minnesota, IRS, PERA, USDA Rural Development, Federal Funding, Bond Payments, Lease Payments, Health/Dental/Life/STD & LTD Insurances

BE IT FURTHER RESOLVED, that the City Administrator is authorized to issue pre-payment of claims as directed by the Dassel City Council and Minnesota State Statute 412.271 as follows:

All utilities, including electrical, heating fuel, telephone, water and sewer; postage; payroll activity; sales taxes; registrations; payments for liquor store operations; other miscellaneous taxes; expenses subject to finance charges; payments for liquor store operations; and payment required under contracts or that have been otherwise pre-authorized by the City Council and entered into by the City.

Motion by _____, seconded by _____, the resolution was approved and unanimously carried, this 20th day of January, 2026.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

CITY OF DASSEL

**RESOLUTION ESTABLISHING AND APPROVING
PUBLIC WORKS EMPLOYEES' ANNUAL STIPENDS**

WHEREAS, the City Council requires Public Works employees to be available, for emergencies and to complete required equipment checks during non-regular business hours as part of their job duties, does hereby establish a weekly stipend for those employees;

AND WHEREAS, the City requires Public Works employees to wear safety equipment and uniforms;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF DASSEL, MINNESOTA that the weekly stipend for non-exempt Public Works employees for on-call responsibilities for 2026 shall be \$150.00 per week to be paid separate from their normal hourly wage.

BE IT FURTHER RESOLVED, BY THE CITY COUNCIL OF DASSEL, MINNESOTA that the City will provide work uniforms through Vertis for Public Works employees and shall set an annual limit of \$150.00 for reimbursement of expenses for safety shoes or boots upon presentation of appropriate receipt or documentation to the City Administrator.

Motion by _____, seconded by _____, the resolution was approved and unanimously carried, this 20th day of January, 2026.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

CITY OF DASSEL

**RESOLUTION LOCAL BOARD OF APPEAL AND EQUALIZATION TRAINED
BOARD MEMBER CERTIFICATION**

WHEREAS, Minnesota Statute 274.014 subdivision 3 states:

“Any city or town that conducts local boards of appeal and equalization meetings must provide proof to the county assessor by December 1, 2006, and each year thereafter, that it is in compliance with the requirements of subdivision 2. Beginning in 2006, this notice must also verify that there was a quorum of voting members at each meeting of the board of appeal and equalization in the current year [emphasis added].”

Please select one of the options below and fill in the information that is needed. Upon completion, please email or fax the completed form to the county assessor no later than December 1 of the current year. A DOR Property Tax Compliance Officer will be reviewing the files to be sure that all jurisdictions are complying with the submission of these forms by the December 1st deadline. If the form is not returned by December 1st, the board of appeal powers will be transferred to the county for the following assessment year.

AND WHEREAS, the Options are as follows:

Option 1:

As of December 1 of the current year, _____ has verified that at least one board member has attended the Board of Appeal and Equalization training in the past four years.

Option 2:

As of December 1 of the current year, _____ will not have a trained board member therefore, we understand that under Minnesota Statute 274.014 subdivision 3 the jurisdiction will lose its board of appeal and equalization powers beginning with the following year’s assessment. The board of appeal powers will be transferred to the county until a resolution and proof of training are provided to the county assessor.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF DASSEL, MINNESOTA that Option 1 is the option selected:

As of December 1, 2025, the City of Dassel has verified that at least one board member (Bob Lalone, Deb Suchy and Daniel Landrus) have attended the Board of Appeal and Equalization training in the past four years. All three Council members certifications expire on July 1, 2028.

Motion by _____, seconded by _____, the resolution was approved and unanimously carried, this 20th day of January, 2026.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

CITY OF DASSEL

**RESOLUTION APPOINTING THE CITY ASSESSOR
AND CITY BUILDING OFFICIAL FOR 2026**

WHEREAS, the City of Dassel is required under State Statute to designate a qualified Assessor to perform the function of appraising all real property within the City for purposes of utilizing those appraised values to calculate tax capacity from which property taxes are derived; and

WHEREAS, the City of Dassel further rmore also must appoint a Building Official to administer state building code provisions.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dassel that the City does hereby appoint Meeker County Assessor as the Dassel City Assessor; and

BE IT FURTHER RESOLVED that the City Council of the City of Dassel does hereby appoint Meeker County Certified Building Official, as the Dassel Building Inspector.

Motion by _____, seconded by _____, the resolution was approved and unanimously carried, this 20th day of January, 2026.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

**Directors Report
Dassel History Center
Dassel Area Historical Society**

January 2026

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

Activities at the History Center – 2025

Rentals

Business Meetings	21	
Family Gatherings	31	
Reunions		
Christmas Parties		
Bridal Showers		
Birthday Parties		
Weddings and Wedding Receptions		
Celebration of Life – Funerals		
Graduation Open Houses		
School Related	4	
Banquets		
Class Reunions		
Organizations	7	
	Total number of rentals -	63

No Charge

Meetings in the History Center	
Gov. Library, etc.	8
DAHS Programs and Exhibits	15
Fungus Amongus	3 or 4 plays
Weekly Local Gatherings	
Monday – Mah Jongg	
Tuesday – 500	
Wednesday – Senior Citizens	
Thursday – Coffee and Conv.	

Visitors to Museum

Not everyone who stops signs the guest book, but from 2024 and 2025, we have had visitors from 42 states and 11 foreign countries registered in the guest book. We tried to find a door-counter to see the number of times the door opens each day, but the counter broke. We are looking at a new one.

Programs, Music, Theatre - 2025

Airborn – June 19, 6-9. Food, Cash Bar. \$10

Jerry Nelson Concert – June 20, 7:00 pm, \$15

Book of Mark. Isaacson Olson – Fungus Amongus, June 26-29. Donation to be given to local food shelves

Sue Davies – July 19, Art program and workshop. No Charge

Airborn – Aug. 7, 6-9, Food and Cash Bar. Cost \$10.

Crow River String Band, Aug. 16, 7:00 pm. \$15

Red Rooster Program - Aug. 30, 10 am. Galen Johnson. Food. No Charge

Reading of *Our Town* – Aug. 31, 2:00 pm. No Charge

Kurt Meyer – Oct – *Asian Art* , No Charge

Lydia Henry – Manhole Cover Rubbings – Sept. 21. 2:00. No Charge

Exhibits – Temporary

Sue Davies – July 19- Aug 2.

Berkey Art Exhibit - June and July

What's in a Name? Dassel, Minnesota 55325. -- Aug. 16-Sept. 14

Lydia Henry – Manhole Cover Rubbings – Sept.19 -Oct. 19.

Kurt Meyer – Sept. 13 – Oct. 25, Asian Art.

Planning for 2026 –

Building and office needs are being assessed.
New air conditioning is being installed

There are many plans for exhibits, programs, music, theatre, projects, events for 2026 and beyond.

If you would like to see the specifics, a seven-page document about those plans and ideas is available for your perusal. The document was started several years ago, and when ideas are completed, they are removed; new ideas are added continually. Some events are not planned; they just happen. Ideas surface and are executed almost right away.

Your suggestions and ideas are welcome.

Liquor Store

	2023					2022				2021			2020		2019	
	Gross Sales	Cost of Good Sold	Gross Profit	Gross Profit %	Growth %											
Jan	\$ 83,519.07	\$ 64,019.18	\$ 19,499.89	23%	-3%	\$ 86,497.18	\$ 103,006.56	\$ 84,851.41	\$ 83,468.67							
Feb	\$ 88,229.64	\$ 67,647.64	\$ 20,582.00	23%	-1%	\$ 88,822.30	\$ 93,595.13	\$ 84,679.83	\$ 77,335.16							
Mar	\$ 96,207.42	\$ 73,693.66	\$ 22,513.76	23%	2%	\$ 94,419.40	\$ 105,366.78	\$ 125,469.96	\$ 93,680.21							
Apr	\$ 101,729.09	\$ 78,207.25	\$ 23,521.84	23%	0%	\$ 101,990.20	\$ 111,477.81	\$ 135,457.28	\$ 95,525.43							
May	\$ 133,711.11	\$ 101,078.89	\$ 32,632.22	24%	7%	\$ 125,300.13	\$ 137,816.79	\$ 166,196.43	\$ 119,647.00							
Jun	\$ 146,918.07	\$ 110,289.79	\$ 36,628.28	25%	3%	\$ 143,156.80	\$ 142,970.10	\$ 152,792.72	\$ 124,815.85							
Jul	\$ 135,529.73	\$ 100,798.92	\$ 34,730.81	26%	-9%	\$ 148,990.37	\$ 157,498.35	\$ 170,289.30	\$ 134,229.90							
Aug	\$ 121,073.47	\$ 90,313.96	\$ 30,759.51	25%	0%	\$ 121,411.40	\$ 126,696.75	\$ 146,544.48	\$ 133,046.50							
Sep	\$ 117,082.11	\$ 87,687.80	\$ 29,394.31	25%	-7%	\$ 125,522.69	\$ 118,904.19	\$ 126,685.79	\$ 97,976.90							
Oct	\$ 98,507.27	\$ 74,595.65	\$ 23,911.62	24%	-7%	\$ 106,315.17	\$ 114,317.15	\$ 122,201.79	\$ 96,634.58							
Nov	\$ 100,091.46	\$ 74,960.92	\$ 25,130.54	25%	-4%	\$ 104,464.97	\$ 105,407.93	\$ 117,977.05	\$ 97,387.40							
Dec	\$ 113,228.84	\$ 84,781.24	\$ 28,447.60	25%	-4%	\$ 117,422.03	\$ 122,868.03	\$ 139,890.73	\$ 111,026.33							
YTD	\$ 1,335,827.28	\$ 1,008,074.90	\$ 327,752.38	25%	-2%	\$ 1,364,312.64	\$ 1,439,925.57	\$ 1,573,036.77	\$ 1,264,773.93							

Annual % Growth -6% -8% 24% 5%

Finish 2023 off a little bit gross sales....did improve profit %
 met with accountant on Jan 2 counts went well
 Gearing up for 2024

Please contact me with any question and concerns
 Thank you

Marv Vetsch

Liquor Store

	2024	Gross Sales	Cost of Good Sold	Gross Profit	Gross Profit %	Growth %	2023	2022	2021	2020	2019							
Jan	\$	78,902.39	\$	59,461.70	\$	19,440.69	25%	-6%	\$	83,519.07	\$	86,497.18	\$	103,006.56	\$	84,851.41	\$	83,468.67
Feb	\$	79,114.27	\$	59,826.00	\$	19,288.27	24%	-10%	\$	88,229.64	\$	88,822.30	\$	93,595.13	\$	84,679.83	\$	77,335.16
Mar	\$	89,400.77	\$	67,056.74	\$	22,344.03	25%	-7%	\$	96,207.42	\$	94,419.40	\$	105,366.78	\$	125,469.96	\$	93,680.21
Apr	\$	89,932.83	\$	67,918.26	\$	22,014.57	24%	-12%	\$	101,729.09	\$	101,990.20	\$	111,477.81	\$	135,457.28	\$	95,525.43
May	\$	125,343.99	\$	93,604.09	\$	31,739.90	25%	-6%	\$	133,711.11	\$	125,300.13	\$	137,816.79	\$	166,196.43	\$	119,647.00
Jun	\$	112,939.87	\$	84,175.35	\$	28,764.52	25%	-23%	\$	146,918.07	\$	143,156.80	\$	142,970.10	\$	152,792.72	\$	124,815.85
Jul	\$	125,446.41	\$	92,166.72	\$	33,279.69	27%	-7%	\$	135,529.73	\$	148,990.37	\$	157,498.35	\$	170,289.30	\$	134,229.90
Aug	\$	114,273.28	\$	83,568.23	\$	30,705.05	27%	-6%	\$	121,073.47	\$	121,411.40	\$	126,696.75	\$	146,544.48	\$	133,046.50
Sep	\$	86,769.92	\$	63,541.75	\$	23,228.17	27%	-26%	\$	117,082.11	\$	125,522.69	\$	118,904.19	\$	126,685.79	\$	97,976.90
Oct	\$	89,274.25	\$	65,138.78	\$	24,135.47	27%	-9%	\$	98,507.27	\$	106,315.17	\$	114,317.15	\$	122,201.79	\$	96,634.58
Nov	\$	91,941.22	\$	66,161.34	\$	25,779.88	28%	-8%	\$	100,091.46	\$	104,464.97	\$	105,407.93	\$	117,977.05	\$	97,387.40
Dec	\$	105,066.39	\$	76,081.39	\$	28,985.00	28%	-7%	\$	113,228.84	\$	117,422.03	\$	122,868.03	\$	139,890.73	\$	111,026.33
YTD	\$	1,188,405.59	\$	878,700.35	\$	309,705.24	26%	86%	\$	1,335,827.28	\$	1,364,312.64	\$	1,439,925.57	\$	1,573,036.77	\$	1,264,773.93
Annual % Growth																		

Inventory will be done on January 2nd
 Taking down holiday displays and getting everything organized again
 Looking forward to a new year

Please reach out with any questions or comments
 Thank you
 Heather Moy

Liquor Store

	2025		Cost of Good		Gross Profit		Growth %						
	Gross Sales	Sold	Gross Profit	%	2024	2023		2022	2021	2020	2019		
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	\$ 93,766.80	\$ 67,821.59	\$ 25,945.21	28%	2%	\$ 91,941.22	\$ 100,091.46	\$ 104,464.97	\$ 105,407.93	\$ 117,977.05	\$ 97,387.40		
Dec	\$ 103,381.49	\$ 74,882.71	\$ 28,498.78	28%	-2%	\$ 105,066.39	\$ 113,228.84	\$ 117,422.03	\$ 122,868.03	\$ 139,890.73	\$ 111,026.33		
YTD	\$ 1,140,890.63	\$ 822,674.21	\$ 318,216.42	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						-11%	-2%	-6%	-8%	24%	5%		

Holiday sales were good

The Auditor stopped by January 2nd that went well

Replenishing product for the new year

Please contact me with any question and concerns

Thank you

Heather Moy

Liquor Store

	2026 Gross Sales		Cost of Good		Gross Profit		Growth %
			Sold	Gross Profit	%		
Jan				\$ -	#DIV/0!	#DIV/0!	
Feb				\$ -	#DIV/0!	#DIV/0!	
Mar				\$ -	#DIV/0!	#DIV/0!	
Apr				\$ -	#DIV/0!	#DIV/0!	
May				\$ -	#DIV/0!	#DIV/0!	
Jun				\$ -	#DIV/0!	#DIV/0!	
Jul				\$ -	#DIV/0!	#DIV/0!	
Aug				\$ -	#DIV/0!	#DIV/0!	
Sep				\$ -	#DIV/0!	#DIV/0!	
Oct				\$ -	#DIV/0!	#DIV/0!	
Nov				\$ -	#DIV/0!	#DIV/0!	
Dec				\$ -	#DIV/0!	#DIV/0!	
YTD	\$ -	\$ -	\$ -	\$ -	#DIV/0!	#DIV/0!	

Annual % Growth

Please contact me with any question and concerns

Thank you

Heather Moy

	2024	2023	2022	2021	2020
\$	78,902.39	\$ 83,519.07	\$ 86,497.18	\$ 103,006.56	\$ 84,851.41
\$	79,114.27	\$ 88,229.64	\$ 88,822.30	\$ 93,595.13	\$ 84,679.83
\$	89,400.77	\$ 96,207.42	\$ 94,419.40	\$ 105,366.78	\$ 125,469.96
\$	89,932.83	\$ 101,729.09	\$ 101,990.20	\$ 111,477.81	\$ 135,457.28
\$	125,343.99	\$ 133,711.11	\$ 125,300.13	\$ 137,816.79	\$ 166,196.43
\$	112,939.87	\$ 146,918.07	\$ 143,156.80	\$ 142,970.10	\$ 152,792.72
\$	125,446.41	\$ 135,529.73	\$ 148,990.37	\$ 157,498.35	\$ 170,289.30
\$	114,273.28	\$ 121,073.47	\$ 121,411.40	\$ 126,696.75	\$ 146,544.48
\$	86,769.92	\$ 117,082.11	\$ 125,522.69	\$ 118,904.19	\$ 126,685.79
\$	89,274.25	\$ 98,507.27	\$ 106,315.17	\$ 114,317.15	\$ 122,201.79
\$	91,941.22	\$ 100,091.46	\$ 104,464.97	\$ 105,407.93	\$ 117,977.05
\$	105,066.39	\$ 113,228.84	\$ 117,422.03	\$ 122,868.03	\$ 139,890.73
\$	1,188,405.59	\$ 1,335,827.28	\$ 1,364,312.64	\$ 1,439,925.57	\$ 1,573,036.77
	-11%	-2%	-6%	-8%	24%

City of Dassel Calls for December 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	1	7.69%	27,009.00	15,634.00	42,643.00	100.00%
Total: 1		Total: 7.69%	Total: 27,009.00	Total: 15,634.00	Total: 42,643.00	Total: 100.00%
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
3009 - Person Down	1	7.69%				
321 - EMS call, excluding vehicle accident with injury	8	61.54%				
Total: 9		Total: 69.23%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
412 - Gas leak (natural gas or LPG)	1	7.69%				
Total: 1		Total: 7.69%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 5 - Service Call						
553 - Public service	1	7.69%				
Total: 1		Total: 7.69%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
744 - Detector activation, no fire - unintentional	1	7.69%				
Total: 1		Total: 7.69%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
Total: 13		Total: 100.00%	Total: 27,009.00	Total: 15,634.00	Total: 42,643.00	Total: 100.00%

Report Filters

Total Calls for December 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	1	3.57%	27,009.00	15,634.00	42,643.00	100.00%
Total: 1	Total: 3.57%	Total: 27,009.00	Total: 15,634.00	Total: 42,643.00	Total: 100.00%	
Incident Type Category (FD1.21): 3 - Rescue & Emergency Medical Service Incident						
3009 - Person Down	1	3.57%				
321 - EMS call, excluding vehicle accident with injury	16	57.14%				
324 - Motor vehicle accident with no injuries.	1	3.57%				
Total: 18	Total: 64.29%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	
Incident Type Category (FD1.21): 4 - Hazardous Condition (No Fire)						
412 - Gas leak (natural gas or LPG)	2	7.14%				
424 - Carbon monoxide incident	1	3.57%				
Total: 3	Total: 10.71%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	
Incident Type Category (FD1.21): 5 - Service Call						
553 - Public service	1	3.57%				
Total: 1	Total: 3.57%	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	3.57%				
6111 - EMS Dispatched and cancelled en route	1	3.57%				
622 - No incident found on arrival at dispatch address	1	3.57%				
Total: 3	Total: 10.71%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%	
Incident Type Category (FD1.21): 7 - False Alarm & False Call						
744 - Detector activation, no fire - unintentional	1	3.57%				
745 - Alarm system activation, no fire - unintentional	1	3.57%				

Total Calls for December 2025

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
	Total: 2	Total: 7.14%	Total: 0.00	Total: 0.00	Total: 0.00	Total: 0.00%
	Total: 28	Total: 100.00%	Total: 27,009.00	Total: 15,634.00	Total: 42,643.00	Total: 100.00%

Report Filters

Public Works Director Report

Street Department:

- We have been plowing and salting as needed.
- We will be ordering a load of salt and sand in near future.
- We have been out hauling snow piles around town up to the water tower.

Water Dept.

- We have been continuing to sample and monitor as required.
- The leak at HWY 12 and 1st has been repaired again. Had an issue with getting company out to do repair. Will be looking into another company at conference.
- Working on year end paperwork.

Sewer Dept.

- We are doing regular monitoring and sampling.
- Working with Ron on filling out yearend reports.

Equipment

- We had to take the red Sterling to DC Diesel to have fan clutch repaired.
- Continuing to do regular maintenance on equipment.
- The Ranger did sell for \$2,000.

Personnel

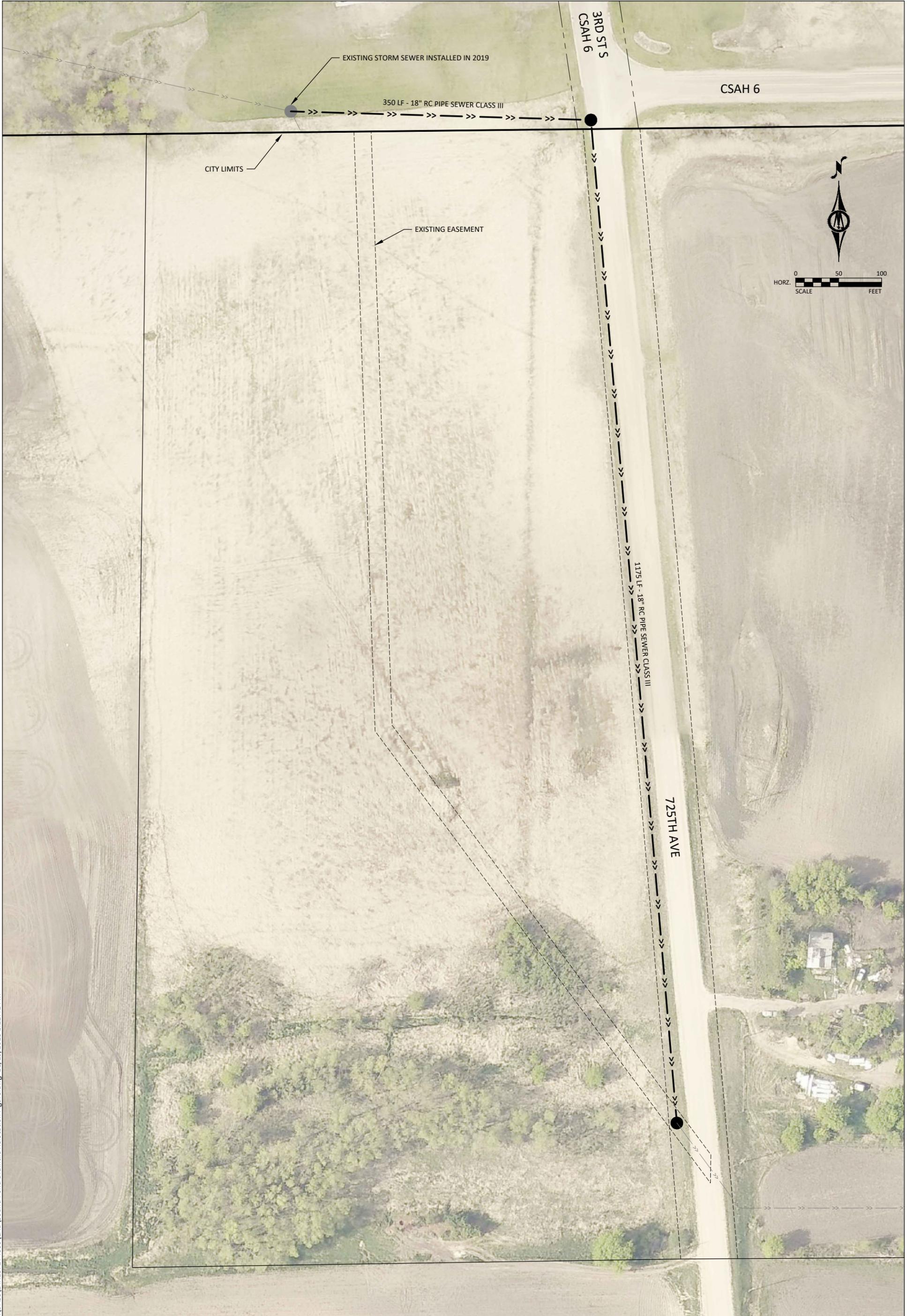
- We were shorthanded for the end of the year due to time off and illnesses.

Parks

- We have been trying to get the skating rink going but with weather it has been difficult. There is an area for skating but the ice isn't great. We will continue to try and get it improved.

Building/Property

- We have replaced the window at warming house.





Real People. Real Solutions.

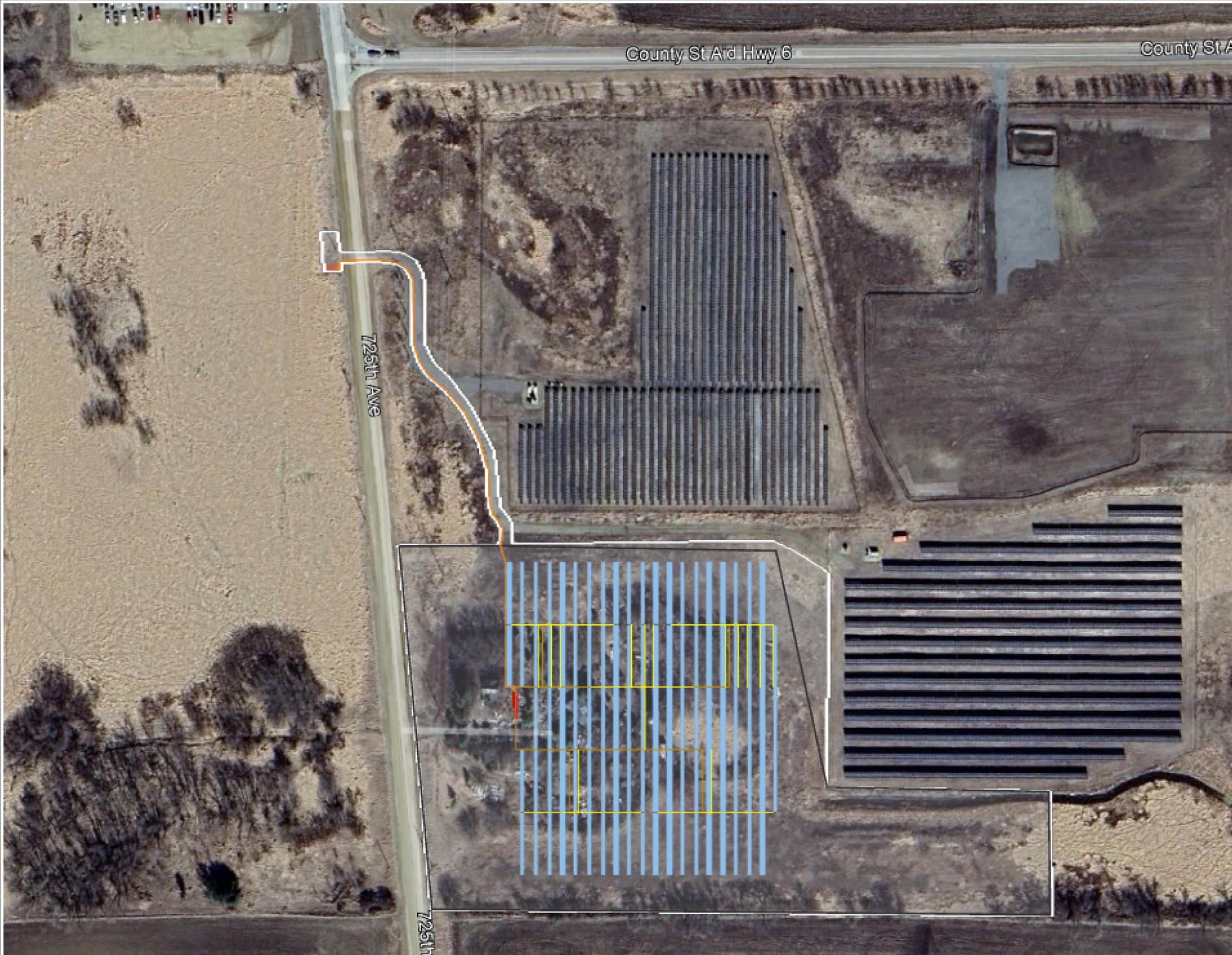
ENGINEER'S PRELIMINARY COST ESTIMATE

South Drantile Relocation

City of Dassel

11/19/2025

Item No.	Item	Estimated Quantity	Unit	Unit Price	Amount
1	MOBILIZATION	1	LS	\$8,000.00	\$8,000.00
2	TRAFFIC CONTROL	1	LS	\$2,500.00	\$2,500.00
3	AGGREGATE SURFACING (CV)	110	CY	\$35.00	\$3,850.00
4	18" RC PIPE SEWER CLASS III	1525	LF	\$60.00	\$91,500.00
5	BITUMINOUS PAVEMENT PATCH	28	SY	\$140.00	\$3,920.00
6	CONNECT TO EXISTING STORM SEWER	3	EA	\$1,000.00	\$3,000.00
7	STORM SEWER MANHOLE	2	EA	\$4,500.00	\$9,000.00
8	CASTING ASSEMBLY	2	EA	\$500.00	\$1,000.00
9	SALVAGE & REINSTALL TOPSOIL	615	CY	\$7.00	\$4,305.00
10	EROSION & SEDIMENT CONTROL	1	LS	\$5,000.00	\$5,000.00
11	TURF ESTABLISHMENT	1600	SY	\$2.50	\$4,000.00
Subtotal					\$136,075.00
10% Contingency					\$13,610.00
Total Estimated Construction Cost					\$149,685.00
Design, Administration and Construction Engineering					\$29,940.00
Total Estimated Project Cost					\$179,625.00



SHEET NOTES:

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3. ALL CROSSINGS TO BE FINALIZED BY ENGINEER OF RECORD.
4. UN-ESCORTED KEYLESS ACCESS SHALL BE PROVIDED TO ALL XCEL ENERGY EQUIPMENT.
5. THERE ARE NO POSITION, DISTANCE, OR CLEARANCE CONCERNS IDENTIFIED, PER NESC CLEARANCE REQUIREMENTS IN RELATION TO XCEL ENERGY OWNED FACILITIES.

PROJECT OWNER:

ICE HOUSE SOLAR 2, LLC
 APPLICATION #: 05518283
 ALONG 725TH AVE, DASSEL TOWNSHIP, MN

PROJECT SITE INFORMATION:

DASSEL TOWNSHIP, MINNESOTA
 LATITUDE: 45.072°
 LONGITUDE: -94.309°
 SITE ELEVATION: 1058.6 FEET
 UTM CONVERGENCE: -0.927°
 PROJECT BOUNDARY AREA: 7± ACRES

SYSTEM SPECIFICATION:

SYSTEM STC RATING (MW)	1.390
SYSTEM AC CAPACITY (MW)	1.000
SYSTEM AC RATING AT POI (MW)	1.000
DC/AC RATIO AT POI	1.39
MODULE MODEL	TALESUN SOLAR TD7G72M-545
MODULE STC DC RATING (W)	545
MODULE COUNT	2550
MODULES PER STRING	25
STRING COUNT	102
3 STRING TRACKER	30
2 STRING TRACKER	0
1 STRING TRACKER	12
INVERTER MODEL	CPS SCH100KTL-DO/US-480
INVERTER RATING (kWac)	100.000
QUANTITY OF INVERTERS	10
TRANSFORMER RATING (kVA)	1000.000
QUANTITY OF TRANSFORMERS	1
DC SYSTEM VOLTAGE (V)	1500
INTERCONNECTION VOLTAGE (kV)	13.2
RACKING SYSTEM	PVH TRACKER (1 PORTRAIT)
MODULE TILT	+/- 60°
AZIMUTH	180°
GCR	0.32
ROW-TO-ROW SPACING (L.F.)	23.43
ASHRAE 2% DRY-BULB TEMP MAX (°C)	34.7°
ASHRAE EXTREME ANNUAL MEAN MINIMUM DRY-BULB TEMP	-28.7°
PROPERTY AREA (ACRES)	7.6
FENCED AREA (ACRES)	7
FENCING LENGTH (L.F.)	2313
ROADS (L.F.)	431



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PRELIMINARY - NOT FOR CONSTRUCTION



PROJECT NAME
ICE HOUSE SOLAR 2, LLC

SITE LOCATION
DASSEL TOWNSHIP, MN
45° 04' 23.5" N 94° 18' 30.1" W

DRAWING ISSUE
1 07/05/2023 PRELIMINARY

REVISION ISSUE

DRAWN BY: KC CHECKED BY: TM
 PROJECT NO.: 05518283
DRAWING TITLE
OVERALL SITE LAYOUT

DRAWING NUMBER
E200





November 14, 2023

Re: Solar Setback Waiver Request for 1 MW Community Solar Garden

Dear City Council Members,

Ice House Solar 2, LLC is pleased to present this request for Solar Setback Waiver.

We are proposing 1 megawatt array of photovoltaic panels will generate electricity that will be purchased by Xcel Energy under a 25-year contract.

The solar garden will not generate any carbon or other harmful emissions, will be created from an inexhaustible source, the sun, will help Xcel Energy meet the State's mandate for use of renewable energy sources, and will align with the City's and County's goals for sustainability. In addition, Xcel customers may subscribe to a share of the electrical output from the project, thus supporting this clean source of energy.

Included you will find the following materials:

- Solar Setback Waiver
- Site Layout
- Narrative that will be submitted to Meeker County for Conditional Use Permit Approval

Please give our request for solar setback waiver your approval so that we can all benefit from this wise new source of electricity for our homes and businesses.

Sincerely,

Dean Leischow
CEO Sunrise Energy Ventures, LLC

ICE HOUSE SOLAR 2, LLC

45°04'23.5"N 94°18'30.1"W

PV SYSTEM SIZE: 1.392 MW DC / 0.999 MW AC

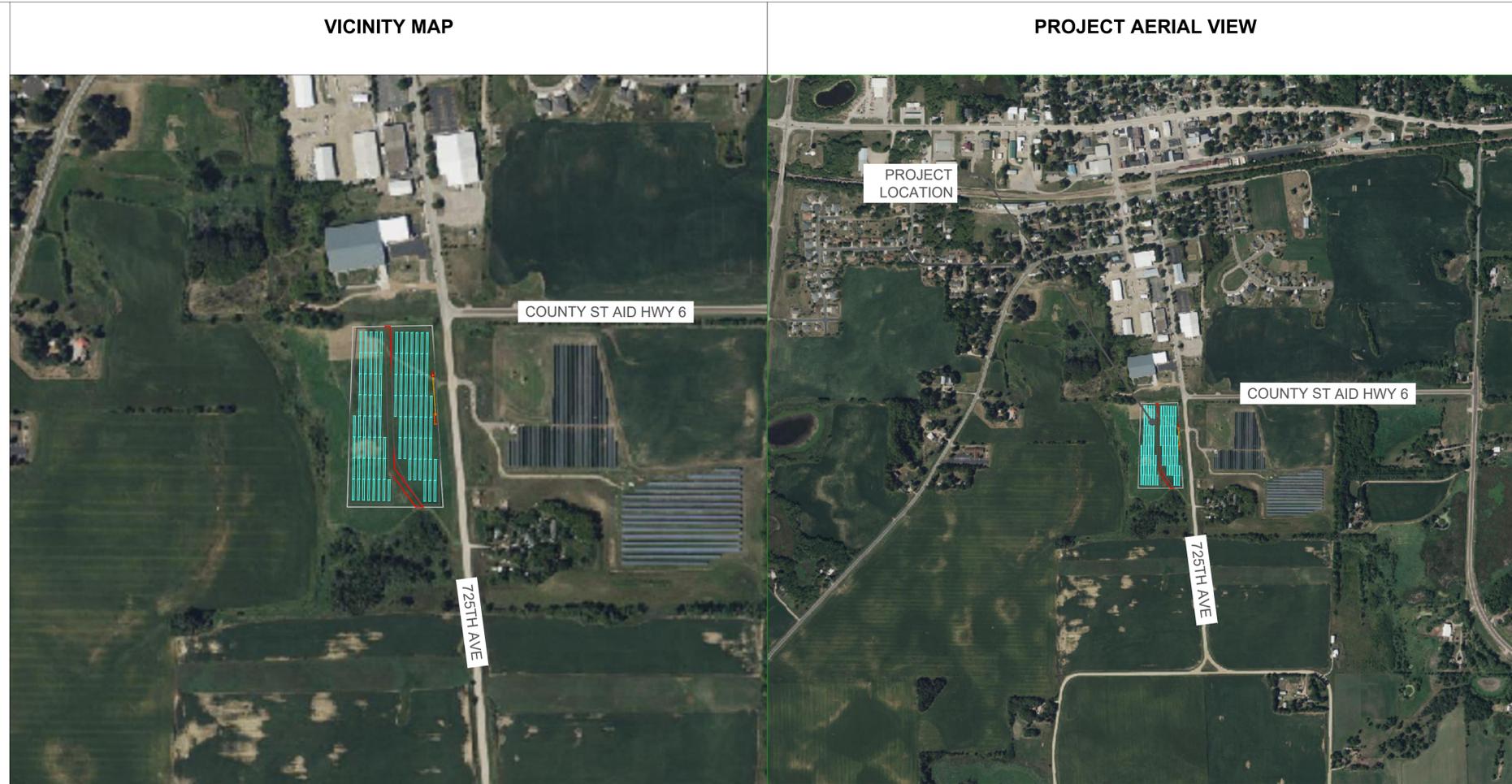


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PRELIMINARY - NOT FOR CONSTRUCTION



Sheet List Table	
Sheet Number	Sheet Title
E000	TITLE SHEET
E100	AC SINGLE-LINE DIAGRAM
E200	OVERALL SITE LAYOUT



SYSTEM SPECIFICATIONS:

SYSTEM STC RATING (MW)	1.390
SYSTEM AC CAPACITY (MW)	0.999
SYSTEM AC RATING AT POI (MW)	0.999
DC/AC RATIO AT POI	1.39
MODULE MODEL	TALESUN SOLAR TD7G72M-545
MODULE STC DC RATING (W)	545
MODULE COUNT	2550
MODULES PER STRING	25
STRING COUNT	102
3 STRING TRACKER	30
2 STRING TRACKER	0
1 STRING TRACKER	12
INVERTER MODEL	CPS SCH100KTL-DO/US-480
INVERTER RATING (kWac)	100; 99
QUANTITY OF INVERTERS	9;1
TRANSFORMER RATING (kVA)	1000.000
QUANTITY OF TRANSFORMERS	1
DC SYSTEM VOLTAGE (V)	1500
INTERCONNECTION VOLTAGE (kV)	13.2
RACKING SYSTEM	PVH TRACKER (1 PORTRAIT)
MODULE TILT	+/- 60°
AZIMUTH	180°
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ROW-TO-ROW SPACING (L.F.)	23.43
ASHRAE 2% DRY-BULB TEMP MAX (°C)	34.7°
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PROPERTY AREA (ACRES)	7.6
FENCED AREA (ACRES)	7
FENCING LENGTH (L.F.)	2313
ROADS (L.F.)	431

- PERMITTING & PLANNING NOTES**
- ALL WORK SHALL CONFORM TO ALL PERTINENT CODES, REGULATIONS, LAWS AND ORDINANCES AS REQUIRED BY SHERBURNE COUNTY, AND THE STATE OF MINNESOTA.
 - THE PLANS SHOWN HEREIN HAVE NOT BEEN SUBMITTED TO ANY BUILDING OR PUBLIC WORKS DEPARTMENT. ALL PERMITTING REQUIREMENTS MUST BE VALIDATED WITH THE LOCAL, STATE, AND FEDERAL AUTHORITIES HAVING JURISDICTION.



PROJECT TEAM

PROJECT OWNER
ICE HOUSE SOLAR 2, LLC
APPLICATION #: 05518283
ALONG 725TH AVE, DASSEL TOWNSHIP, MN

DESIGN ENGINEER
KSHITIJ CHOPRA
SUNRISE ENERGY VENTURES, LLC
315 MANITOBA AVE STE 200,
WAYZATA, MN 55391
(612) 292-9900

ELECTRICAL ENGINEER
TYLER MEITZ, P.E.
RADIANT ENERGY GROUP

PERMITTING & PLANNING NOTES

- ALL WORK SHALL CONFORM TO ALL PERTINENT CODES, REGULATIONS, LAWS AND ORDINANCES AS REQUIRED BY THE STATE OF MINNESOTA.
- ELECTRICAL CODE: NFPA 2020 NATIONAL ELECTRIC CODE
- BUILDING CODE: MINNESOTA BUILDING CODE AND ASCE 7-16

OFFICIAL USE ONLY

PROJECT DESCRIPTION

PROJECT SITE INFORMATION:
DASSEL TOWNSHIP, MINNESOTA
LATITUDE: 45.072°
LONGITUDE: -94.309°
SITE ELEVATION: 1058.6 FEET
UTM CONVERGENCE: -0.927 °
PROJECT BOUNDARY AREA: 7± ACRES

PROJECT SUMMARY:
DC CAPACITY: 1.390 MW
AC CAPACITY: 0.999 MVA
AC RATING AT POI: 0.999 MW
DC SYSTEM VOLTAGE: 1500 V
MODULES: TALESUN BIPRO TD7G72M-580
RACKING SYSTEM: 1P PVH TRACKER
ARRAY GCR: 0.32
PITCH: 23.43 FEET

PROJECT NAME
ICE HOUSE SOLAR 2, LLC

SITE LOCATION
DASSEL TOWNSHIP, MN
45°04'23.5"N 94°18'30.1"W

DRAWING ISSUE	
1	11/07/2023 PRELIMINARY

REVISION ISSUE

DRAWN BY: KC CHECKED BY: TM
PROJECT NO.: 05518283
DRAWING TITLE
TITLE SHEET

DRAWING NUMBER
E000



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PRELIMINARY - NOT FOR CONSTRUCTION



ICE HOUSE SOLAR I, LLC
SITE LOCATION
CHISAGO, MN
45°20'49.3"N 92°55'27.2"W

DRAWING ISSUE
1 11/07/2023
PRELIMINARY

REVISION ISSUE

DRAWN BY: KC CHECKED BY: TM
PROJECT NO.: 05518283
DRAWING TITLE
OVERALL SITE LAYOUT

DRAWING NUMBER
E200

SHEET NOTES:

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PROJECT OWNER:

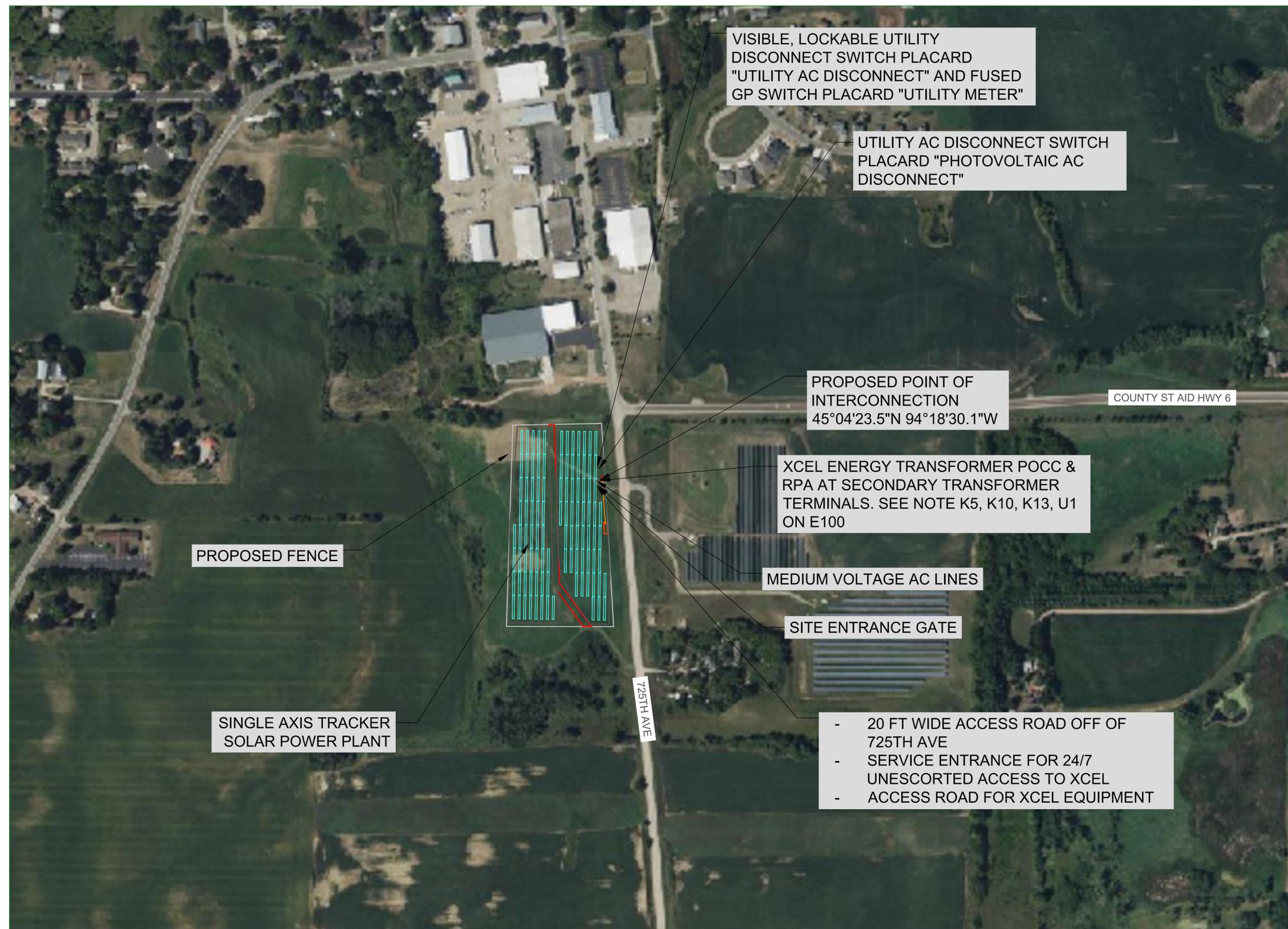
ICE HOUSE SOLAR 2, LLC
APPLICATION #: 05518283
ALONG 725TH AVE, DASSEL TOWNSHIP, MN

PROJECT SITE INFORMATION:

DASSEL TOWNSHIP, MINNESOTA
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MODULE STC DC RATING (W)	545
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MODULES PER STRING	25
STRING COUNT	102
3 STRING TRACKER	30
2 STRING TRACKER	0
1 STRING TRACKER	12
INVERTER MODEL	CPS SCH100KTL-DO/US-480
INVERTER RATING (kWac)	100; 99
QUANTITY OF INVERTERS	9;1
TRANSFORMER RATING (kVA)	1000.000
QUANTITY OF TRANSFORMERS	1
DC SYSTEM VOLTAGE (V)	1500
INTERCONNECTION VOLTAGE (kV)	13.2
RACKING SYSTEM	PVH TRACKER (1 PORTRAIT)
MODULE TILT	+/- 60°
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GCR	0.32
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ASHRAE 2% DRY-BULB TEMP MAX (°C)	34.7°
ASHRAE EXTREME ANNUAL MEAN	
MINIMUM DRY-BULB TEMP	-28.7°
PROPERTY AREA (ACRES)	7.6
FENCED AREA (ACRES)	7
FENCING LENGTH (L.F.)	2313
ROADS (L.F.)	431



VISIBLE, LOCKABLE UTILITY DISCONNECT SWITCH PLACARD "UTILITY AC DISCONNECT" AND FUSED GP SWITCH PLACARD "UTILITY METER"

UTILITY AC DISCONNECT SWITCH PLACARD "PHOTOVOLTAIC AC DISCONNECT"

PROPOSED POINT OF INTERCONNECTION
45°04'23.5"N 94°18'30.1"W

XCEL ENERGY TRANSFORMER POCC & RPA AT SECONDARY TRANSFORMER TERMINALS. SEE NOTE K5, K10, K13, U1 ON E100

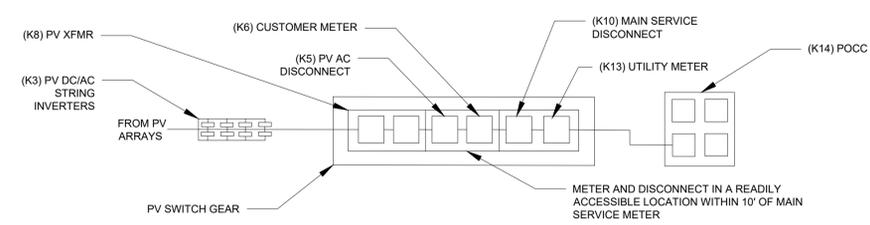
PROPOSED FENCE

SINGLE AXIS TRACKER SOLAR POWER PLANT

MEDIUM VOLTAGE AC LINES

SITE ENTRANCE GATE

- 20 FT WIDE ACCESS ROAD OFF OF 725TH AVE
- SERVICE ENTRANCE FOR 24/7 UNESCORTED ACCESS TO XCEL
- ACCESS ROAD FOR XCEL EQUIPMENT



2 POI DETAIL
N.T.S



Submitted to Meeker County

Conditional Use Permit
Application
for a
1 MW Solar Farm

Submitted by *Ice House Solar 2, LLC*

Ice House Solar 2, LLC

November 11, 2023

Board of Commissioners
Meeker County

Re: Conditional Use Permit Application to Develop a 1 MW Community Solar Garden

Dear Members of the Staff, Planning Commission and County Board:

Ice House Solar 2, LLC is pleased to present this application to Meeker County to develop and operate a community solar garden.

This 1 megawatt array of photovoltaic panels will generate electricity that will be purchased by Xcel Energy under a 25-year contract.

The solar garden will not generate any carbon or other harmful emissions, will be created from an inexhaustible source, the sun, will help Xcel Energy meet the State's mandate for use of renewable energy sources, and will align with the County's goals for sustainability. In addition, Xcel customers may subscribe to a share of the electrical output from the project, thus supporting this clean source of energy.

It is important to us to be a good corporate citizen and work cooperatively with each local community. This helps us respond to any concerns with conditions that create a successful energy development while supporting the County's community development objectives.

Please give our application your approval so that we can all benefit from this wise new source of electricity for our homes and businesses.

Sincerely,

Michael Cathcart

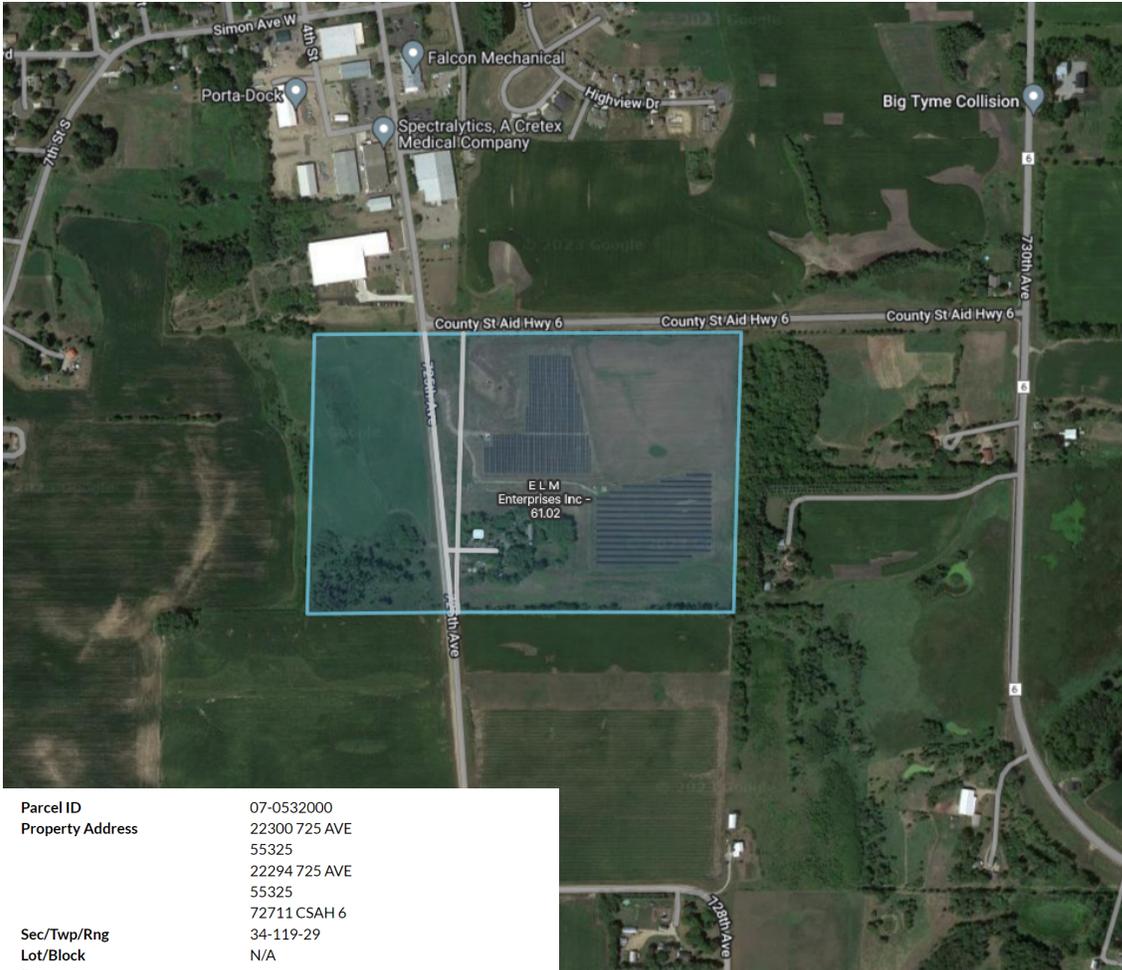
Michael Cathcart
VP, Community Solar Development

Project Description

Site Location

The site of the proposed community solar garden is 22300 725th Ave Dassel, MN 55325, as shown below. The site size is approximately 60 acres.

The site is owned by ELM Enterprises Inc.



Parcel ID	07-0532000
Property Address	22300 725 AVE 55325 22294 725 AVE 55325 72711 CSAH 6
Sec/Twp/Rng	34-119-29
Lot/Block	N/A
Plat	
Brief Tax Description	NW 1/4 SE 1/4 & E 1/2 NE 1/4 SW 1/4 <i>(Note: Not to be used on legal documents)</i>
Deeded Acres	60.00
CER	N/A
Class	101 - AGRICULTURE
Homestead	NON HOMESTEAD
Twp/City	DASSEL TWP
School District	466

Site Zoning

The site is zoned 101 - Agricultural. Solar energy systems are allowed in the Agricultural zoning district by a Conditional Use Permit.

Ice House Solar 2, LLC

On-Site and Nearby Land Use

The site and nearby properties are used primarily for farmsteads, row crops and other community solar gardens.

Topography

The site is relatively level.

Vegetation

The only vegetation on the site are row crops.

Soils

The soils are suitable for supporting solar arrays. The site can be returned to farming when the solar project is de-commissioned in about 31 years.

Floodplain

There is no floodplain mapped on the site by the Federal Emergency Management Administration.

Wetland

Wetland identified on the south side of parcel with will be avoided.

Ice House Solar 2, LLC

Site Plan

The site development plan for the community solar garden is shown below.



Setbacks

The site development, including the security fence, conforms to the County's setback requirements for the zoning district.

Connection to the Xcel System

The proposed community solar garden will connect to the local utility grid at an existing distribution line that runs along 725th Ave. A signed agreement with the local utility company will be submitted with the application for a Building Permit.

Site Access

Access to the site will be from 725th Ave. Internal movement will consist of grassy lanes. No gravel is proposed although some rock may be used at the entrance. Not using gravel will help when the site de-commissioned and returned to farming.

Grading, Drainage and Erosion Control

Grading for the community solar garden limited to the extent practical. It may include (1) creating grass-covered service roads among the blocks of arrays (2) creating pads for the electrical inverters, (3) stabilizing the construction entrances and exits and (4) establishing the parking and staging areas for vehicle and equipment storage / laydown and maintenance.

The solar arrays can conform to the slopes and do not require that terraces be created because each solar array is installed by simply pneumatically driving posts into the ground.

Storm water management measures will be determined by an engineering company with vast experience designing solar projects. Measures will include an analysis of the existing topography since no substantial grading will be required, the use of erosion control logs and silt fences where necessary, and establishment of a germinated pollinator friendly vegetative base underneath the project site before construction begins to prevent erosion. These can be specified in the Permit.

Disturbed soils will be returned closely to their original contours. The final site will be seeded with fast-growing grasses and mowed as necessary to prevent woody species from establishing. Consequently, the rate, volume and quality of the surface water runoff is expected to be improved from the present values generated by a plowed field of row crops.

The existing drainage from the site is not expected to be changed appreciably.

It is unlikely that water running from the face of the panels will create erosion under the bottom edge of the lower panels. The panels are set one-half inch apart to allow some of the runoff to drip to the sides. Water dripping from the bottom edge tends to disperse somewhat by wind action. Solar operators do not want erosion under the panels, as that could create minor problems.

Solar Energy Conversion Panels

The solar energy conversion panels will be a single axis tracker, which will follow the sun west to east. They will be 10 to 12 feet tall and arranged in arrays as illustrated below. There would be approximately 4,000 solar panels.



Typical Solar Arrays



Appearance of Typical Solar Panel Arrays in a Field

The panels will be mounted on a steel and aluminum racking structure and average approximately 10-12 feet above grade.

The racking system is installed in the ground with pilings (I-beams) that are driven directly into the ground at a depth usually between 6 feet and 8 feet depending on soil conditions.

The racking system manufacturer's engineer will provide certification that the design of the foundations and panels are within accepted professional standards, given local soil and climate controls. The equipment is designed to withstand wind up to 90 miles per hour and fifty pounds per square foot of snow.

The garden will have one concrete equipment pad, typically less than 320 square feet, to support interconnection and metering equipment.

The panels will be arranged into rows. Each row of solar panels will connect to an inverter. The inverters will be connected by underground conduit that will be installed 2-3 feet below the surface.

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The conduit will lead to the concrete equipment pad for each garden. The inverters transform the direct current power generated by the photovoltaic system to alternating current power, which is then connected to the existing Xcel Energy three phase power distribution line at the point of common coupling. The solar array will be contained within an area protected by a seven-foot chain link fence. It will not create any noise, dust, fumes, glare, or other.

Visual Compatibility and Screening

We have conducted a site visit and visual impact analysis of the project. We believe that the community solar garden will be visually compatible with its agricultural and rural residential vicinity by virtue of these characteristics:

- The solar collectors will be 10 to 12 feet in height at their highest point.
- The existing vegetation around the perimeter of the site will be retained. The site is very well screened from neighboring homes by distance and outbuildings.

Ground Cover

Native plantings will be used as ground cover. These grasses and forbs will enhance local biodiversity, consistent with the Pollinator Protection Pledge of the local solar power industry. They will be especially helpful to pollinator species such as bees and butterflies.

The ground cover will be kept mowed to a workable height, and noxious weeds will not be allowed to flourish and spread into nearby farm fields.

Tree Protection

No trees will be removed from this site for the community solar garden.

Perimeter Fence

A 7-foot, galvanized chain-link perimeter fence will be installed for safety and security. The fence will meet the setback requirement.

The fence will only encompass the facility.

Sign

A small freestanding sign will be erected near the entrance to the site. The sign will include the site address in 6-inch letters, emergency contact information, and emergency procedures.

Construction

Site Preparation

Construction of the community solar garden will include stabilizing the construction entrances and exits and access road and establishing the parking and staging areas for vehicle and equipment storage / laydown and maintenance. The laydown areas will be used for pre-assembly of components and materials storage and staging. These areas will also provide construction worker parking. The site access roads will remain in place for the operational phase of the Project.

The extent of grading will be determined during final design. Grading will be minimized to the extent practicable. Typically, grading will consist of small cut and fill areas needed to reshape slopes to allow for photovoltaic modules to be installed within a range of 4 to 7 feet off of the ground when at their zero-degree position for trackers, which is when they are horizontal to the ground. Some grading will also be required for structure foundations, but grading for access roads will be limited to removal of unsuitable soils since they will be designed and constructed at-grade when possible. Dust suppression on access roads will follow MPCA guidelines.

During final design, the location of stripped and stockpiled topsoil may be removed during grading will be designated. Soil stockpiles could be as tall as 6 feet. During decommissioning, the stripped and stockpiled topsoil will be replaced following the de-commissioning plan.

General facility grading will occur in entrance access areas and preparation of the staging / lay down area. The temporary staging / lay down areas will be about 1 to 5 acres and located at various locations within the facility. The staging/lay down areas will be used for storage of construction materials and shipped equipment containers, receiving construction deliveries, and temporary parking for Project related vehicles. A temporary construction office trailer will be located at the facility during construction.

Electrical Power Collection and Distribution System

The solar modules will convert sunlight into direct current (DC) electricity. The DC power will be collected from each of the multiple rows of solar modules through one or more combiner boxes and conveyed to an inverter. The inverter will convert the DC energy to alternating current (AC) energy, which will then flow to a medium-voltage transformer that converts the output of the inverter to 480 volts. Multiple medium-voltage transformers will be connected in a daisy-chain configuration, and power will be delivered to the onsite main distribution switchgear from separate 34.5kV circuits. This switchgear acts as the primary interconnection point, after which power is transmitted to the utility-owned grid via overhead power lines. Inverters, transformers and switchgear will be mounted on poured concrete foundations.

Heavy Equipment

It is estimated that there will be between 10 and 20 large trucks used daily for equipment delivery during construction. Light duty trucks will also be used on a daily basis for transportation of construction workers to and from each facility. Construction equipment such

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as scrapers, bulldozers, dump trucks, watering trucks, motor graders, vibratory compactors, and backhoes.

Construction Timeline for the Project

Day Elapsed	Construction Milestones
+ 1	Project approval and construction begins: <ul style="list-style-type: none">■ Installation of job facility trailers, temporary restroom facilities■ Grading and vegetation clearing where necessary,■ Preparation of roadways, staging/lay down yards,■ Installation of piers and racking (installation possible year round)
+ 30	Footings in place
+ 45	Primary wiring completed
+ 90	Control wiring completed
+ 100	Start acceptance testing
+ 120	Generation operational. Regular NPDES / SWPPP inspection during and after construction. Provide to the County an as-built drawing for the drainage improvements

Solar Equipment Installation

The solar energy system (arrays, collection and distribution systems) will be installed along with access roads after site preparation. The solar facility will be constructed in blocks, and multiple blocks will be constructed simultaneously. The Project will be constructed in approximately 4 - 6 months. Electrical testing and equipment inspections will be conducted prior to beginning commercial operations.

As portions of the Project near completion, temporary staging and lay down areas will be vacated, and disturbed areas will be reseeded and re-vegetated. Once installation is complete, the primary staging areas will be reduced in size and the supply structure and associated permanent infrastructure will be constructed.

After construction, temporarily disturbed areas within the Project will be restored to their pre-construction condition. The Project facility will be graded to pre-construction grades where possible, and soil will be loosened and seeded with low-growing perennial grass and forb species. Once construction is complete, the permanent access roads within the Project facility will be repaired and dressed as necessary to ensure their long-term function. Erosion control methods during and after construction will depend on the contours of the land, as well as requirements of relevant permits. Construction clean-up and facility restoration activities will last approximately two to four weeks.

Telecommunication Line and Other Construction

A redundant set of telecommunication lines will be installed to the facility. This will connect and interact with the Xcel's electrical system. We will coordinate with Xcel and/or the local telecommunications utility to arrange for a connection to the existing system.

Operations and Maintenance

Monitoring

The solar garden site will operate and be monitored 24 hours a day, 365 days a year after construction has been completed.

Equipment Inspection

Equipment inspection will occur at regular intervals, including:

- PV modules: visual check of the PV modules, tracking system and surrounding grounds to verify the integrity of the PV modules and racking structure, or the presence of animals and nests, etc.;
- Inverters, transformer and electrical panels: visual check of the devices including the connection equipment and the grounding network.
- Check for presence of water and dust;
- Electrical check: measurement of the insulation level and dispersion.
- Check of the main switches and safety devices (fuses);
- Noise: check of abnormal sounds;
- Cabling and wiring: visual check of electrical lines (where visible) and connection box to verify its status.

Performance Monitoring

Performance monitoring will consist of a real-time and continuous assimilation of the data acquired by the facility meteorological station, energy meter and SCADA system. Operators and or maintenance personnel will be immediately notified of abnormalities so timely corrective action such as repair or replacement on: modules, racking, the collection system, and etc., can occur.

Maintenance Plan

A maintenance plan will be created for the project to ensure ongoing performance, including a scheduled check of the facility's components and a predictive maintenance approach for the devices subjected to derating / degradation. Derating / degradation refer to the known process of components losing efficiency over the expected useful life. Like all technology and physical components, a certain amount, sometimes 20 percent, of this efficiency loss is unavoidable over the expected component life. We will plan for and maintain the facility to ensure the maximum performance over the expected life of the components. Once construction is complete, staff will be present on a daily basis, with potentially more personnel at the facility at intervals associated with the maintenance.

Facility Maintenance

Routine maintenance of the Project will include road maintenance, fence and gate inspection. Module washing is not needed on a scheduled basis. Rain keeps the modules sufficiently clean and the site is vegetated to keep dust down so that washing modules would occur infrequently and only as determined by maintenance technicians. Snow and ice removal is not needed. The

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trackers and modules are designed to shed rain, snow and ice. Vegetation maintenance will include scheduled mowing and spot spraying weeds using registered herbicides.

All maintenance activities will be performed by qualified personnel during the day to the extent that they do not significantly disrupt energy production. Activities that have the potential for substantial noise generation will be performed during the day to minimize impacts to residents. It may be desirable to perform certain maintenance functions after sunset to minimize loss of power production. If a particular solar module, tracker row or tracker block within the community solar garden needs repairing, only that particular component will need to be disconnected and will be done by opening the combiner box circuit.

The solar module can then be replaced and the combiner box circuit closed. Because of the modular way that community solar garden components are assembled and controlled, a temporary shutdown such as this would result in only a minimal loss of energy production. Additionally, the power production circuits are separated from the tracking circuits. This allows the PV modules to operate during an unscheduled outage of the tracker system. A reserve of spare parts, components and tools for maintenance will be kept at a supply structure.

Maintenance Frequency

The electrical and mechanical components of the community solar garden would be checked on a regular basis to ensure safety and reliability. The maintenance schedule would range from weekly to yearly depending on the component.

City Administrator January 2026 Report

1. I have been working on annual year end reports to submit to Meeker County and the State of Minnesota.
2. Working with Venesa from Waste Management regarding the renewal of the contract for refuse service. Setting Cleanup Day with shredding for Saturday, May 23, 2026, from 8:00 am – noon.
3. Working with Sarah Oberloh regarding the 2025 audit preparation notifications and work.
4. Followed up with Cities Digital regarding questions that Mayor Lalone had from the December 15, 2025, Council meeting. They are willing to meet with the Mayor and discuss his concerns.
5. I attended the following meeting: Red Rooster Committee meeting and Safety Committee.
6. Kyle Moy and I met with Mitchell Lease on a request for a well, request for RV dump on private property, and proposed 2027 Street project.
7. I spoke with Sarah Swedberg regarding a possible zoning application from residential to Industrial.
8. Worked on the 2026 final budgets for water, sewer and liquor store enterprise funds.
9. Paid Family Leave – Verifying that the software calculating correctly and waiting to find out the status on which rate the city has to use .66 or .88.
10. I am compiling performance evaluation packets for Department Heads.
11. The Administration staff is short-handed and is working hard to adjust the additional work between us to get everything covered.

Questions:



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 January 2, 2026

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
911 Hang Up Total: 2					
12/05/25 15:29:04	CFS25016292		812SH	911 Hang Up	Clear
12/24/25 19:43:06	CFS25017065		802CD	911 Hang Up	Clear
911 Mis Dial Total: 1					
12/30/25 09:27:14	CFS25017303		806RC	911 Mis Dial	Clear
Alarm Total: 2					
12/07/25 11:50:23	CFS25016351		118JO	Alarm	Handled By Officer / Deputy
12/15/25 22:53:36	CFS25016692		125JK	Alarm	Clear
Animal Bite Total: 1					
12/02/25 16:39:49	CFS25016162		128SB	Animal Bite	Report Taken
Animal - Dog Total: 1					
12/27/25 18:10:17	CFS25017196		125JK	Animal - Dog	Clear
Child Abuse - Neglect - Maltreatment Total: 1					
12/31/25 10:00:52	CFS25017348		112JC	Child Abuse - Neglect - Maltreatment	No Report Taken
Civil Total: 2					
12/11/25 18:12:03	CFS25016522		128SB	Civil	Clear
12/27/25 10:23:14	CFS25017175		116BS	Civil	Handled By Officer / Deputy
Driving Complaint Total: 3					
12/05/25 14:33:00	CFS25016281		118JO	Driving Complaint	Gone On Arrival (GOA)/Unable to Locate (UTL)
12/05/25 22:28:29	CFS25016310		128SB	Driving Complaint	Gone On Arrival (GOA)/Unable to Locate (UTL)
12/28/25 22:10:23	CFS25017226		125JK	Driving Complaint	Clear
Drone - Use by law enforcement Total: 1					
12/22/25 20:06:19	CFS25016977		103RS	Drone - Use by law enforcement	Handled By Officer / Deputy
Drugs Total: 1					
12/15/25 08:15:54	CFS25016653		3368CD	Drugs	Handled By Officer / Deputy
Fire Total: 1					

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
12/14/25 09:15:06	CFS25016617		116BS, DFR1, COKFR	Fire	Report Taken
Harassment Total: 2					
12/22/25 15:42:00	CFS25016971		125JK	Harassment	Clear
12/31/25 11:44:13	CFS25017358		114RM	Harassment	Clear
Hit & Run Total: 1					
12/17/25 15:41:02	CFS25016770		125JK	Hit & Run	Report Taken
Info Total: 1					
12/26/25 15:23:32	CFS25017145		110TB	Info	Clear
Juvenile Trouble Total: 2					
12/09/25 11:56:09	CFS25016428		116BS	Juvenile Trouble	Report Taken
12/09/25 15:38:36	CFS25016446		125JK	Juvenile Trouble	Clear
Medical Total: 1					
12/05/25 16:24:36	CFS25016294		COKA, 128SB, DFR1	Medical	EMS Transport
Motorist Assist Total: 1					
12/28/25 18:16:35	CFS25017221		104JD	Motorist Assist	Assisted
Motor Vehicle Accident Total: 1					
12/21/25 15:51:59	CFS25016923		128SB	Motor Vehicle Accident	Report Taken
Noise Total: 1					
12/26/25 22:08:20	CFS25017163		125JK	Noise	Clear
Parking Total: 1					
12/10/25 05:38:42	CFS25016462		120ND	Parking	Clear
POR Total: 1					
12/06/25 17:19:35	CFS25016330		104JD	POR	Clear
Public Assist Total: 4					
12/09/25 14:26:56	CFS25016439		104JD	Public Assist	Handled By Officer / Deputy
12/10/25 16:56:43	CFS25016487		125JK	Public Assist	Clear
12/12/25 14:36:25	CFS25016555		116BS	Public Assist	Handled By Officer / Deputy
12/21/25 16:07:31	CFS25016924		128SB	Public Assist	Assisted
Pursuit Total: 2					
12/03/25 19:28:07	CFS25016210		128SB	Pursuit	Arrest
12/29/25 12:38:26	CFS25017276		105IC	Pursuit	Report Taken
Repossession Total: 1					
12/03/25 23:27:18	CFS25016218		120ND	Repossession	Clear
Suspicious Activity Total: 5					
12/14/25 14:13:49	CFS25016630		125JK	Suspicious Activity	Citation Issued

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
12/21/25 21:36:43	CFS25016930		128SB	Suspicious Activity	Clear
12/22/25 07:53:35	CFS25016948		125JK	Suspicious Activity	Clear
12/25/25 02:43:39	CFS25017085		117JI	Suspicious Activity	Handled By Officer / Deputy
12/30/25 17:14:35	CFS25017328		128SB	Suspicious Activity	Clear

Suspicious Vehicle Total: 4

12/05/25 19:03:16	CFS25016306		128SB	Suspicious Vehicle	Gone On Arrival (GOA)/Unable to Locate (UTL)
12/07/25 15:35:07	CFS25016360		128SB	Suspicious Vehicle	Clear
12/26/25 22:05:44	CFS25017162		125JK	Suspicious Vehicle	Clear
12/30/25 15:11:50	CFS25017323		128SB	Suspicious Vehicle	Clear

Theft Total: 1

12/18/25 08:41:06	CFS25016792		116BS	Theft	Referred to Other Agency
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Traffic Stop Total: 99

12/01/25 16:32:06	CFS25016118	PLEASANT ST	117JI	Traffic Stop	Warning
12/01/25 17:48:55	CFS25016122	PARKER AV E	125JK	Traffic Stop	Warning
12/01/25 17:57:03	CFS25016123	PARKER AV W	125JK	Traffic Stop	Warning
12/01/25 18:42:06	CFS25016128	PARKER AV W	125JK	Traffic Stop	Warning
12/01/25 19:32:56	CFS25016131	PARKER AV W	125JK	Traffic Stop	Warning
12/01/25 20:26:19	CFS25016133	MN HWY 15	125JK	Traffic Stop	Warning
12/01/25 20:40:23	CFS25016134	5 ST N	125JK	Traffic Stop	Warning
12/03/25 05:24:11	CFS25016178	US HWY 12	122EA	Traffic Stop	Warning
12/04/25 12:29:27	CFS25016236	PARKER AV W	125JK	Traffic Stop	Warning
12/04/25 12:38:48	CFS25016237	PARKER AV E	125JK	Traffic Stop	Warning
12/10/25 06:56:13	CFS25016465	PARKER AV W	118JO	Traffic Stop	Warning
12/10/25 13:42:04	CFS25016476	US HWY 12	128SB	Traffic Stop	Clear
12/10/25 17:38:24	CFS25016490	5 ST N	125JK	Traffic Stop	Warning
12/10/25 18:16:25	CFS25016491	3 ST N	125JK	Traffic Stop	Warning
12/10/25 21:13:27	CFS25016496	PARKER AV W	125JK	Traffic Stop	Warning
12/12/25 19:18:52	CFS25016565	2 ST N	125JK	Traffic Stop	Warning
12/12/25 19:27:30	CFS25016566	MAPLE ST	125JK	Traffic Stop	Warning
12/12/25 20:31:56	CFS25016568	PARKER AV W	125JK	Traffic Stop	Citation Issued
12/13/25 16:20:38	CFS25016591	PARKER AV W	125JK	Traffic Stop	Warning
12/13/25 16:45:33	CFS25016593	MN HWY 15	125JK	Traffic Stop	Warning
12/13/25 16:55:37	CFS25016594	US HWY 12	125JK	Traffic Stop	Warning
12/13/25 17:06:00	CFS25016595	PARKER AV W	125JK	Traffic Stop	Warning
12/13/25 17:22:35	CFS25016597	PARKER AV W	125JK	Traffic Stop	Warning
12/13/25 17:39:39	CFS25016599	MAPLE ST	125JK	Traffic Stop	Warning
12/13/25 17:48:05	CFS25016600	2 ST N	125JK	Traffic Stop	Warning
12/13/25 17:56:15	CFS25016601	PARKER AV E	125JK	Traffic Stop	Warning
12/13/25 18:11:00	CFS25016602	PARKER AV W	125JK	Traffic Stop	Warning
12/13/25 18:17:53	CFS25016603	PARKER AV W	125JK	Traffic Stop	Warning
12/13/25 18:37:20	CFS25016604	PARKER AV E	125JK	Traffic Stop	Warning
12/13/25 18:47:13	CFS25016605	MN HWY 15	125JK	Traffic Stop	Warning

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
12/13/25 19:06:49	CFS25016606	4 ST N	125JK	Traffic Stop	Warning
12/13/25 22:33:01	CFS25016611	MAPLE ST	125JK	Traffic Stop	Warning
12/14/25 15:41:10	CFS25016634	PARKER AV W	125JK	Traffic Stop	Warning
12/14/25 15:51:32	CFS25016635	PARKER AV W	125JK	Traffic Stop	Warning
12/14/25 16:10:17	CFS25016636	PARKER AV W	125JK	Traffic Stop	Warning
12/14/25 16:30:20	CFS25016637	US HWY 12	125JK	Traffic Stop	Warning
12/14/25 16:51:20	CFS25016639	PARKER AV E	125JK	Traffic Stop	Citation Issued
12/15/25 12:14:25	CFS25016665	MN HWY 15	128SB	Traffic Stop	Citation Issued
12/15/25 15:58:23	CFS25016673	4 ST N	128SB	Traffic Stop	Warning
12/15/25 16:19:19	CFS25016674	PARKER AV W	125JK	Traffic Stop	Warning
12/15/25 16:29:34	CFS25016675	3 ST N	125JK	Traffic Stop	Warning
12/15/25 16:41:42	CFS25016676	PARKER AV W	125JK	Traffic Stop	Citation Issued
12/15/25 17:25:10	CFS25016679	PARKER AV W	125JK	Traffic Stop	Warning
12/15/25 21:24:06	CFS25016689	MAPLE ST	125JK	Traffic Stop	Warning
12/15/25 23:11:27	CFS25016694	PARKER AV W	125JK	Traffic Stop	Warning
12/16/25 16:28:31	CFS25016723	1 ST	128SB	Traffic Stop	Warning
12/17/25 11:42:17	CFS25016756	US HWY 12	125JK	Traffic Stop	Warning
12/17/25 12:47:25	CFS25016760	US HWY 12	125JK	Traffic Stop	Warning
12/17/25 13:48:19	CFS25016766	PARKER AV E	125JK	Traffic Stop	Warning
12/19/25 18:33:28	CFS25016865	PARKER AV W	128SB	Traffic Stop	Citation Issued
12/20/25 19:47:57	CFS25016901	PARKER AV W	128SB	Traffic Stop	Warning
12/21/25 21:02:07	CFS25016926	1 ST N	128SB	Traffic Stop	Warning
12/22/25 11:27:54	CFS25016954	PARKER AV W	125JK	Traffic Stop	Warning
12/22/25 12:34:51	CFS25016959	PARKER AV W	125JK	Traffic Stop	Warning
12/23/25 08:03:25	CFS25016990	PARKER AV W	125JK	Traffic Stop	Warning
12/23/25 08:12:07	CFS25016991	PARKER AV E	125JK	Traffic Stop	Citation Issued
12/23/25 08:45:35	CFS25016993	PARKER AV W	125JK	Traffic Stop	Warning
12/23/25 10:23:10	CFS25016998	PARKER AV W	125JK	Traffic Stop	Warning
12/23/25 10:29:48	CFS25016999	PARKER AV W	125JK	Traffic Stop	Warning
12/23/25 10:41:10	CFS25017000	PACIFIC AV W	125JK	Traffic Stop	Citation Issued
12/23/25 11:00:36	CFS25017001	ATLANTIC AV E	125JK	Traffic Stop	Warning
12/23/25 11:28:38	CFS25017004	PARKER AV W	125JK	Traffic Stop	Citation Issued
12/23/25 14:38:50	CFS25017013	PARKER AV W	125JK, WA	Traffic Stop	Warning
12/23/25 14:46:15	CFS25017014	US HWY 12	125JK	Traffic Stop	Warning
12/23/25 14:56:18	CFS25017015	PARKER AV W	125JK	Traffic Stop	Warning
12/23/25 15:41:58	CFS25017021	US HWY 12	125JK	Traffic Stop	Warning
12/23/25 16:07:37	CFS25017023	PARKER AV W	125JK	Traffic Stop	Warning
12/24/25 08:20:21	CFS25017041	PARKER AV W	125JK	Traffic Stop	Citation Issued
12/24/25 10:45:50	CFS25017044	PARKER AV W	125JK	Traffic Stop	Warning
12/24/25 10:58:11	CFS25017046	PARKER AV W	125JK	Traffic Stop	Citation Issued
12/24/25 14:53:52	CFS25017050	PARKER AV E	125JK	Traffic Stop	Clear
12/24/25 15:07:51	CFS25017051	US HWY 12	125JK	Traffic Stop	Warning
12/24/25 15:14:13	CFS25017053	US HWY 12	125JK	Traffic Stop	Warning
12/24/25 16:10:00	CFS25017056	CIRCLE VIEW DR	125JK	Traffic Stop	Warning
12/24/25 16:35:22	CFS25017059	MAPLE ST	125JK	Traffic Stop	Warning
12/25/25 16:26:10	CFS25017102	TODD ST	128SB	Traffic Stop	Warning
12/26/25 01:15:56	CFS25017116	CJ MOE BLVD W	117JI	Traffic Stop	Warning

CFS Date/Time	CFS #	Street Name	Deputy	Call/Complaint	Disposition
12/26/25 18:58:54	CFS25017152	PARKER AV E	125JK	Traffic Stop	Warning
12/26/25 19:08:25	CFS25017153	PARKER AV E	125JK	Traffic Stop	Warning
12/26/25 20:52:15	CFS25017158	US HWY 12	125JK	Traffic Stop	Warning
12/26/25 21:16:45	CFS25017159	PARKER AV W	125JK	Traffic Stop	Warning
12/26/25 21:38:50	CFS25017161	PARKER AV W	125JK	Traffic Stop	Warning
12/26/25 23:57:02	CFS25017165	MN HWY 15	125JK	Traffic Stop	Warning
12/27/25 01:25:39	CFS25017168	PARKER AV W	125JK	Traffic Stop	Warning
12/27/25 15:30:49	CFS25017187	1 ST N	127DW	Traffic Stop	Warning
12/27/25 16:01:41	CFS25017189	MN HWY 15	125JK	Traffic Stop	Warning
12/27/25 16:31:43	CFS25017191	US HWY 12	125JK	Traffic Stop	Warning
12/27/25 16:52:03	CFS25017192	3 ST N	125JK	Traffic Stop	Warning
12/27/25 18:59:55	CFS25017198	PARKER AV E	125JK	Traffic Stop	Warning
12/27/25 21:17:47	CFS25017201	MAPLE ST	125JK	Traffic Stop	Clear
12/27/25 22:53:59	CFS25017204	MN HWY 15	125JK	Traffic Stop	Warning
12/28/25 14:43:05	CFS25017217	PARKER AV W	125JK	Traffic Stop	Report Taken
12/29/25 17:57:58	CFS25017289	WILLIS ST	125JK	Traffic Stop	Warning
12/29/25 18:06:16	CFS25017290	PARKER AV W	125JK	Traffic Stop	Warning
12/29/25 21:38:18	CFS25017294	ATLANTIC AV W	125JK	Traffic Stop	Warning
12/29/25 22:27:32	CFS25017295	2 ST N	125JK	Traffic Stop	Warning
12/29/25 22:48:58	CFS25017296	PARKER AV E	125JK	Traffic Stop	Citation Issued
12/30/25 23:30:07	CFS25017340	PARKER AV W	128SB	Traffic Stop	Warning
12/31/25 18:47:18	CFS25017378	PARKER AV E	128SB	Traffic Stop	Warning

Vehicle Lock Out Total: 1

12/25/25 00:13:54	CFS25017081		122EA	Vehicle Lock Out	Clear
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Vulnerable Adult Total: 1

12/19/25 13:19:07	CFS25016847		112JC	Vulnerable Adult	No Report Taken
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Welfare Check Total: 4

12/01/25 18:28:28	CFS25016126		808JB	Welfare Check	Clear
12/03/25 20:49:41	CFS25016213		120ND	Welfare Check	Clear
12/08/25 12:49:56	CFS25016391		812SH	Welfare Check	Clear
12/22/25 07:04:55	CFS25016944		125JK	Welfare Check	Cancelled

Total Records: 150

Dennis E. Oberloh, CPA
Sara J. Oberloh, CPA



P.O. Box 186
530 West Park Road
Redwood Falls, MN 56283
507-644-6400
www.oberlohcpa.com

December 24, 2025

City of Dassel
PO Box 391
Dassel, Minnesota

We are pleased to confirm our understanding of the services we are to provide City of Dassel, Minnesota for the year ended December 31, 2025.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business type activities, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of City of Dassel, Minnesota as of and for the year ended December 31, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Dassel, Minnesota's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Dassel, Minnesota's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of Revenues, Expenditures and Changes in Fund Balances Budget and Actual
3. Pension Reporting Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies City of Dassel, Minnesota's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditor's report on the financial statements:

1. Combining and Individual Fund Financial Statements
2. Summary Financial Report

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In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

1. Schedule of Bond and Interest Maturities

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether the financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

The objective also includes reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

Auditor's Responsibilities for the Audit of the Financial Statements

We will conduct our audit in accordance with GAAS and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records of City of Dassel, Minnesota and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even through the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

We have identified the following significant risk(s) of material misstatement as part of our audit planning:

1. Management override of internal controls is the intervention of managers in the approval and/or processing of transactions that is contrary to an entity's internal control system.
2. Improper revenue recognition is when revenue has been improperly or incorrectly recognized due to error or fraud.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures – Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis of our opinions. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Dassel, Minnesota's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Responsibilities of Management for the Financial Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud, or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making drafts of financial statements, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers); and for the evaluation of whether there are any conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for the 12 months after the financial statements date or shortly thereafter (for example, within an additional three months if currently known). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

Other Services

We will also assist in preparing the financial statements and related notes of City of Dassel, Minnesota in conformity with accounting principles generally accepted in the United States of America based on information provided by you. These nonaudit services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to the City of Dassel; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Oberloh & Oberloh, Ltd. and constitutes confidential information. However, subject to applicable laws or regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Minnesota Office of the State Auditor or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Oberloh & Oberloh, Ltd. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Minnesota Office of the State Auditor. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Sara J. Oberloh is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit on approximately March 16, 2026 and to issue our reports no later than May 18, 2026.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, excluding expenses will not exceed \$10,850. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of the termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Reporting

We will issue a written report upon completion of our audit of City of Dassel, Minnesota's financial statements. Our report will be addressed to management and those charged with governance of City of Dassel, Minnesota. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during our audit we become aware that City of Dassel, Minnesota is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

City of Dassel
December 24, 2025
Page 8

We appreciate the opportunity to be of service to City of Dassel, Minnesota and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the attached copy and return it to us. You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2024 peer review report accompanies this letter.

Very truly yours,

Oberloh + Oberloh, Ltd.
Oberloh & Oberloh, Ltd.
Redwood Falls, Minnesota

RESPONSE:

This letter correctly sets forth the understanding of City of Dassel, Minnesota.

Signature: _____

Title: _____

Date: _____

CLIENT NAME: CITY OF DASSEL
 ENGAGEMENT LETTER ATTACHMENT
 YEAR-END DATE: DECEMBER 31, 2025

Nonattest service to be provided	Document the understanding regarding the:			Does the client agree, and is the client able, to perform the following functions for each nonattest service: YES OR NO			
	Engagement Objectives	Firm responsibilities for the nonattest service	Limitations, if any, on the nonattest services to be provided	Assume all management responsibilities?	Oversee services by designating an individual with suitable SKE? (Indicate name and title)	Evaluate the adequacy and results of the service?	Accept responsibility for the results of the service?
Financial statement preparation	Assist the client in preparing GAAP basis financial statements	Prepare financial statements in accordance with GAAP and applicable professional standards	The service does not constitute an audit under GAAS and such services are not conducted in accordance with GAAS	Yes	Renee Eckerly, City Clerk/Treasurer	Yes	Yes
Preparing reconciliations and journal entries other than audit adjustments	Assist client in preparing reconciliations and recording journal entries needed to create an accrual trial balance	Assist client in reconciliations and adjusting books of accounts	The service does not constitute an audit under GAAS and such services are not conducted in accordance with GAAS	Yes	Renee Eckerly, City Clerk/Treasurer	Yes	Yes
Prepare Office of State Auditor 2025 State Reporting Form	Assist client in the preparation of the 2025 state reporting for the Office of the State Auditor	Assist client in the preparation of the 2025 state report	The service does not constitute an audit under GAAS and such services are not conducted in accordance with GAAS	Yes	Renee Eckerly, City Clerk/Treasurer	Yes	Yes

**CLIENT NAME: CITY OF DASSEL
 ENGAGEMENT LETTER ATTACHMENT
 YEAR-END DATE: DECEMBER 31, 2025**

Nonattest service to be provided	Document the understanding regarding the:			Does the client agree, and is the client able, to perform the following functions for each nonattest service: YES OR NO			
	Engagement Objectives	Firm responsibilities for the nonattest service	Limitations, if any, on the nonattest services to be provided	Assume all management responsibilities?	Oversee services by designating an individual with suitable SKE? (Indicate name and title)	Evaluate the adequacy and results of the service?	Accept responsibility for the results of the service?
Assist the client in calculating and recording capital assets and depreciation	Assist the client in calculating and recording of capital assets and related depreciation	Assist the client in recording capital assets and calculating related depreciation	The service does not constitute an audit under GAAS and such services are not conducted in accordance with GAAS	Yes	Renee Eckerly, City Clerk/Treasurer	Yes	Yes

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

December 12, 2024

To the Partners of
Oberloh & Oberloh, Ltd
and the Peer Review Committee of the Minnesota Society
of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Oberloh & Oberloh, Ltd (the firm) in effect for the year ended May 31, 2024. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included an engagement performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Oberloh & Oberloh, Ltd in effect for the year ended May 31, 2024, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Oberloh & Oberloh, Ltd has received a peer review rating of *pass*.



Brady Martz and Associates, P.C.
Grand Forks, North Dakota

Renee Eckerly

From: Jones, Alexis <Alexis.Jones@BNSF.com>
Sent: Thursday, January 15, 2026 10:29 AM
To: Renee Eckerly; Nicole Carlen; Bob Lalone; Daniel Landrus; Marie Thurn; Darren Sombke
Cc: Jones, Alexis
Subject: RE: BNSF Crossing Surface Replacements- County Road 6- DOT 067789B

Good Morning,

Happy New Year!

I wanted to follow up on the below email to see about getting contribution to rehab the crossing at 3rd Street. If I need to email anyone else please let me know.

Alexis Jones / BNSF Railway | Manager of Public Projects: MN, ND, SD, Manitoba
Cell: (901) 495-3778 | Alexis.Jones@bnsf.com

From: Jones, Alexis <Alexis.Jones@BNSF.com>
Sent: Monday, December 22, 2025 1:04 PM
To: renee.eckerly@dassel.com; nicole.carlen@dassel.com; bob.lalone@dassel.com; daniel.landrus@dassel.com; marie.thurn@dassel.com; darren.sombke@dassel.com
Cc: Jones, Alexis <Alexis.Jones@BNSF.com>
Subject: BNSF Crossing Surface Replacements- County Road 6- DOT 067789B

Good Afternoon,

You all have previously worked with Alex Fiorini in the past. I have since replaced him as the new Manager of Public Projects for Minnesota. BNSF inspectors have identified one crossing in Dassel, MN as a candidate for replacement in 2026. Public roadway crossings are the joint responsibility of the road authority and the Railroad. With this, BNSF is willing to partner with the City to replace the aforementioned crossing in budget year 2026. BNSF would respectfully ask the City to contribute \$1,000/LF/Track (roughly half the cost) as well as provide traffic control and any asphalt patchwork that may be necessary on the roadway approaches. The following is information on the crossing location and the estimated cost as requested:

DOT# 067789B – County Road 6- 3rd Street South

It appears that this crossing is 40-feet in width. Multiplying that by \$1,000/LF = \$40,000

BNSF certainly hopes we can work together with the City of Dassel to ensure rail crossings are renewed and continue to be safe for the travelling public. If the City is agreeable to the above contributions, I can work to generate a formal agreement to be presented to the City.

Please respond at your earliest convenience to identify if we can continue to move this project coordination forward.

Thank you for your time and I look forward to working with you on this project! Hope you all have a Happy Holiday!!

Alexis Jones / BNSF Railway | Manager of Public Projects: MN, ND, SD, Manitoba
Cell: (901) 495-3778 | Alexis.Jones@bnsf.com



Dassel City Council – Code of Conduct

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Introductory Pledge

Dassel residents and businesses deserve a fair, ethical and accountable local government which earns the public's full confidence for integrity. Recognizing these goals, the Code of Conduct is established for all elected officials of the City of Dassel. As a member of the Dassel City Council, I agree to uphold the Introductory Pledge for elected officials adopted by the City Council and conduct myself by the following model of behavior. I will:

- Comply with the law, including
 - Staying within the City Council's authority
 - Following the open meeting, gift, and conflict of interest laws
- Respect City Council roles and responsibilities when working with staff, Boards and Commissions
- Be consistent in policy and respect process
- Fulfill the Council's fiduciary responsibility to act in the best interest of the City, and all of its residents, both financially and legally by:
 - keeping the common good as the highest purpose to focus on achieving constructive solutions for the public benefit
 - not disclosing private or confidential information of the City, or using that information to advance personal interests
 - protecting City interests and liability by following advice of legal counsel

Compliance and Enforcement

The Code of Conduct expresses standards of ethical conduct expected for members of the Dassel City Council. Members themselves have the primary responsibility to assure the public that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

We will hold ourselves and each other accountable and when there is a suspected violation of the law, we will discuss it with the City Administrator.

Comply with the Law

Members shall comply with the applicable federal laws, state laws, and city ordinances in the performance of their public duties.

Authority

In statutory cities, powers are granted to the Council as a whole, and not to individual members.

Mayoral Role

According to **MN Statute 412.191** the Mayor is a full member of the council in addition to:

- Act as presiding officer of meetings (**Subd. 2**)
- Represent the City ceremoniously
- Execute official documents (**Subd. 4**)

Open Meeting Law (OML)

Public deliberations and processes shall be conducted openly and in a transparent manner. The Minnesota Open Meeting Law (**Chapter 13D**) requires that meetings of governmental bodies generally be open to the public in order to:

- Prohibit actions from being taken at a secret meeting where it is impossible for the interested public to become fully informed about a public board's decisions or to detect improper influences

- Assure the public's right to be informed and observe public meetings

The Minnesota Supreme Court has noted that meetings of less than a quorum of a public body held serially to avoid a public meeting or to fashion agreement on an issue of public business may violate the open meeting law.

Gift/Donations

Gifts from Interested Persons: Under *MN Statute 471.895*, Council Members may not receive gifts from any "interested person" in conjunction with their City Council duties.

- A "gift" is defined as money, real or personal property, a service, loan, a forbearance or forgiveness of debt, or a promise of future employment, that is given and received without the giver receiving something of equal or greater value in return
- "Interested person" means a person or a representative of a person or association that has a direct financial interest in a decision that a local official is authorized to make
 - Virtually every resident or person doing business in the City could have a direct financial interest in a decision
- See statute for exemptions

Gifts to the City: Council Members can recommend acceptance of general gifts through the City's donation policy. All gifts to the city must be accepted by City Council resolution.

Logo

Members shall not use the City's name or logo for the purpose of endorsing any political candidate or business.

Conflict of Interest

Conflict of interest is when any member who has a "financial interest" in, or who may receive a financial benefit as a result of, any action or if there is potential for the appearance of conflict of interest. Questions about a potential conflict of interest shall be discussed with the City Administrator.

Contractual Conflict of interest: (*MN Statute 471.87, with exceptions in MN Statutes 123B.195 and 471.88*)

A public officer who is authorized to take part in any manner in making any sale, lease, or contract in official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.

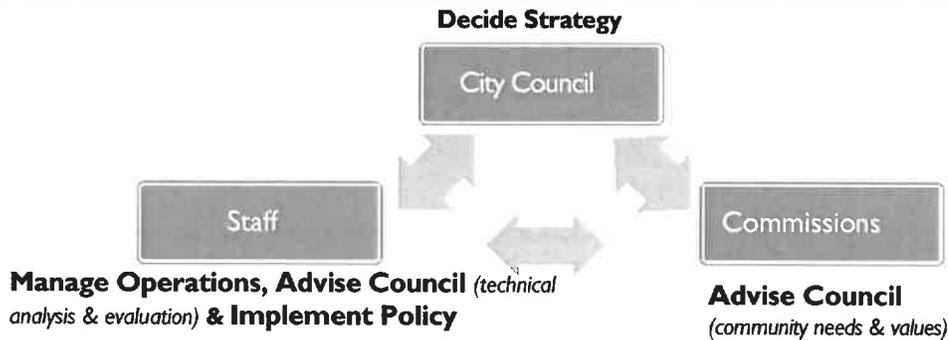
Non-contractual Conflict of interest: Non-contractual matters may include such things as Council decisions on zoning, local improvements, and the issuance of licenses. Although not generally prohibited by state law, an interested Council Member most likely should abstain from participating in the council discussion and from voting on these issues.

Members who have a potential conflict of interest shall:

- Disclose the conflict of interest to the group, and
- Abstain from the Council discussion debate and vote

Roles of Council, Staff and Commissions

We are all part of a team committed to the residents of Dassel both today and in the future. To be effective we must come to meetings with an open mind, think strategically about City issues and delegate details of implementations to staff. We will strive to maintain a culture of trust, respect and candor as a Council and when working with staff and Boards/Commissions.



City Council	City Admin & Staff	Advisory Boards, Commissions, Task Forces
<ul style="list-style-type: none"> • Make policy-level decisions • Hire & supervise City Administrator • Approve <ul style="list-style-type: none"> ○ Budget and related work plan ○ Ordinances and policy decisions ○ Development proposals ○ Variances and rezoning requests • Appoint representatives to advisory boards and commissions 	<ul style="list-style-type: none"> • Provide best efforts and technical advice to Council • Manage operations and staff • Propose budget and policies • Carry out Council decisions • Deliver services • Equitably enforce codes & policies 	<ul style="list-style-type: none"> • Provide community perspective • Propose work plan items • Advise the Council through Work Plan “Charges” • Hold hearings as directed by Council • Assist as directed in work plan with engagement efforts

Respectful Behavior

Members should STRIVE TO:

- Treat people with courtesy, politeness, and kindness
- Encourage others to express their opinions and ideas
- Listen to what others have to say
- Use the ideas of others to improve decisions and outcomes
- Recognize and respect differences
- Prepare for the issues at hand
- Focus on the business of the body
- Consider only legally germane information in decisions
- Act as a decision maker, not an advocate

Members should AVOID:

- Speaking over or cutting off another individual’s comments
- Insulting, disparaging, or putting down people or their ideas
- Bullying other members by displaying a pattern of belittling, demeaning, judging or patronizing comments
- Violence or the threat of violence will not be tolerated

Working with Staff

Members shall respect and adhere to the Council-Administrator structure of Dassel city government. This means:

City Council does...

- Hire, and fire
- Set the strategic direction for the City
- Consider and approve budget and related work plan, and monitor performance relative to those items
- Consider and approve policy decisions
- Consider and approve development proposals
- Consider and approve variances and rezoning requests
- Appoint citizens to citizen advisory boards and commissions
- Approve and amend work plans and bylaws

City Council does not...

- Direct the activities of staff, other than the City Administrator
- Individually direct the activities of boards, commissions or other resident groups
- Individually approve policies, projects etc.
- Individually commit City resources or staff to specific causes
- Individually enforce policies, City Code, etc.
- Individually speak or prepare official correspondence on behalf of the City unless authorized by the City Council.

City Council Members promise City Staff they will:

- Respect staff as valued resources and members of our team
- Support the maintenance of a positive and constructive workplace environment for City employees where individual members, City staff and the public are free to express their ideas and work to their full potential.
- Provide direction to the City Administrator as a body and not direct the work of individual staff
- Encourage staff to focus on the big picture in reports
- When possible, notify the City Administrator, in advance of a Council Meeting, of questions or requests to pull agenda items from the consent agenda so the appropriate staff can compile the information needed.
- Agree that information they ask of the City Administrator will be shared equally with all Council Members.
- Copy the City Administrator on all communications with staff, including questions.

Working with Boards/Commissions

Dassel's Boards and Commissions are established by the City Council and serve as advisory to the council. Specific Board and Commission roles are:

- Investigate matters within the scope of the Commission or as specifically directed by the council
- Advise the Council by communicating the viewpoint or advice of the Commission
- At the direction of the Council, hold hearings, receive evidence, conduct investigations, and, based on such hearings, evidence and investigations, make decisions and recommendations to the council

City Council Members promise Boards and Commissions they will:

- View Boards and Commissions as vitally important resources to support our decision-making
- Communicate effectively with Boards and Commissions to ensure they have the tools to do their work
- Give clear direction as a body and take adequate time to review the result of their deliberations
- Because of the value of the independent advice of boards, commissions, and task forces to the public decision-making process, members of Council shall refrain from using their position to influence the deliberations or outcomes of board, commission, and task force proceedings
- The expectation is that Council Members will not typically attend Board, Commission, Committee, Working Group or Task Force meetings, unless appointed. However, under special circumstances, if we attend a meeting:
 - We will do so only as an observer and prior to attending we will notify the appropriate staff liaison
 - Strive for good communication by reporting out to other Council Members

Working with The Community

Residents: City staff is the first call for help for residents. We will refer residents who have concerns to the City Administrator. If a resident has contacted the City Administrator, but is still not satisfied, we will discuss with the City Administrator. We acknowledge if a resident receives conflicting information from different City Council Members or staff that is difficult for the resident and could increase liability for the City.

Businesses or other interests: The purpose of a City Council meeting is to discuss information needed to decide, review that information, and decide. It is not feasible to conduct all business in a public meeting. Particularly around development, business interests might ask a member to meet outside of the City Council meeting to facilitate idea generation about proposals.

The City Council's overarching principles for working the community are:

- Never grant any special consideration, treatment, or advantage
- Respect sensitivity of personal information
- Honor our rules regarding public testimony and clearly communicate the rules
- Make ourselves available to all parties on an equal basis and not advocate for a certain point of view
- Be cautious about how we participate in meetings or events and not prejudge the issue before the Council has had a chance to deliberate

Meetings requested by residents or businesses:

1. AFTER DECISION: If we are invited to a meeting about an issue the Council has decided upon, we will explain how the Council arrived at the decision.
2. DURING DECISION: If we are invited to a meeting about an issue that will be before the Council in the future, we will uphold the above principles for working with the community, and:
 - a. We will not make our decision about an issue before the city council until the process allows.
 - b. We will be sensitive to the fact that we are not hearing everyone, and we will give equal consideration to all feedback regardless of the way it is received.
3. DURING SPECIFIED ENGAGEMENT PROCESS: If we meet with a resident during a planned engagement process, we will notify the resident that we are there to listen and encourage them to participate through the established process to engage. We will ensure that staff received the feedback provided to us.

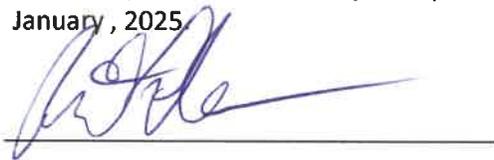
Intergovernmental Relations

Members shall represent positions approved by the City Council to the best of their ability when working with:

- Legislative bodies
- Federal or state agencies
- Other local governments, such as School Boards or Counties

If an individual Council Member's opinion differs from the City position, or a matter agreed upon by the full Council. Members shall explicitly state they do not represent their City Council or the City of Dassel, nor will they allow the inference that they do.

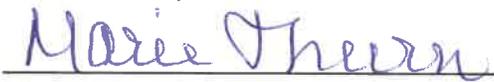
Motion by Lalone, second by Suchy, the policy was adopted and unanimously carried, this 21st day of January, 2025



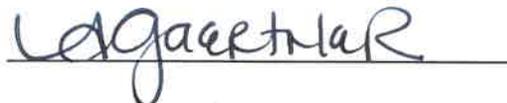
Bob Lalone, Mayor



Daniel Landrus, Council



Marie Thurn, Council



Amy Gaertner, Council



Deb Suchy, Council

CITY OF DASSEL

**RESOLUTION APPOINTING DATA PRACTICES
COMPLIANCE OFFICIAL FOR 2026**

WHEREAS, Minnesota Statutes, Section 13.05 Subd. 13 requires that the City appoint a City employee to act as its data practices compliance official to receive questions or concerns regarding problems in obtaining access to data or other data practices problems within the City; and

WHEREAS, the City Council shares the concerns expressed by the Legislature about access to city data and wishes to satisfy this concern by immediately appointing a qualified data practices compliance officer as required under statute.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Dassel that the City does hereby appoint Meeker County Assessor as the Dassel City Assessor; and

BE IT FURTHER RESOLVED that the City Council appoints, City Administrator, Renee Eckerly as the Data Practices Compliance Official to receive questions and concerns regarding problems in obtaining access to data or other data practices problems.

Motion by _____, seconded by _____, the resolution was approved and unanimously carried, this 20th day of January, 2026.

ATTEST:

Bob Lalone
Mayor

Tracey Bergum
City Clerk/Treasurer

2026 Elected Leaders Institute

[Home](#) > [Learning & Events](#) > [Upcoming Events](#) > [League Events](#) > 2026 Elected Leaders Institute



Fill your skills toolbox and connect at the Elected Leaders Institute.

Each year, the League of Minnesota Cities provides elected city officials the core knowledge you need to succeed and become a city leader who can meet challenges, act as a good steward of city resources, and advocate on behalf of residents. Programming is educational, non-partisan, and packed with opportunities to network with other city officials, LMC staff, and subject matter experts.

Choose from the following programs:

Newly Elected Leaders: Ideal for newly elected officials or those with fewer than two years of experience, this program provides essential skills and knowledge to help you understand local government and succeed in your new role. [Learn more about Newly Elected Leaders...](#)

Next-Level Leaders: Designed for elected officials with more than two years of experience, this program focuses on enhancing your leadership abilities and advancing your expertise. [Learn more about Next-Level Leaders...](#)

NEW THIS YEAR – Mayors Program: Explore how to harness your personal brand through every word, gesture, and interaction to lead with impact and authenticity during a special 90-minute session just for Mayors. [Learn more about the Mayors Program...](#)

Choose your experience level:



<2 years experience

Newly Elected Leaders



2+ years experience

Next-Level Leaders

Take your leadership skills to the next level.

The Elected Leaders Institute Next-Level Leaders Program brings together elected officials from across the state to sharpen advanced leadership skills, exchange ideas, and build lasting connections with fellow city leaders.

Our Next-Level curriculum changes each year to focus on topical leadership skills for experienced elected officials who are mastering teamwork, communication and community impact.

Who should attend?

Next-Level Leaders is designed for experienced elected city officials who have served in local government for two or more years or have participated in a previous Elected Leaders Institute program.

If you are a newly elected official or looking to learn the basics of governing a city, the [Newly Elected Leaders Program](#) may be a better fit.

Fee

\$350. ([Mayors Program](#) requires an additional \$40 fee.)

Registration

Choose the program dates/location that works best for your schedule. Both programs are identical:

 PLYMOUTH	 ALEXANDRIA
Plymouth (Next-Level Leaders): Feb. 6-7	Alexandria (Next-Level Leaders): Feb. 20-21

Own your Mayoral Moments: Personal Branding Built by Every Gesture

A special session reserved for mayors only.



As a mayor, you play a unique role in shaping your city, how your residents feel about their community, and spearheading effective change. But are you leaving important pieces of yourself out of the equation? This session will discuss how you can fully utilize the power of your personal brand – a brand built through every word, gesture, and moment you create – a brand you have control over! Learn how to craft what is said, what is not said, and what is felt to leave a lasting impression.

Who should attend?

Open to mayors in both Next-Level Leaders and Newly Elected Leaders program.

You must register for the Elected Leaders Institute to attend the Mayors Program.

Fee

\$40

Registration

You can register for the Mayors Program when you sign up for the Elected Leaders Institute. Attendees must register for the Elected Leaders Institute in order to participate in the Mayors Program.

[Register for the Elected Leaders Institute.](#)

Agenda

This 90-minute session will take place prior to the Elected Leaders Institute in both Plymouth (Feb. 6) and Alexandria (Feb. 20).

8:30 a.m.

Welcome & check-in open for Mayors Program

9 – 10:30 Mayor's Program

Own Your Mayoral Moments: Personal Branding Built by Every Gesture

Paul Omodt, Omodt & Associates Critical Communications LLC

Note:

Newly Elected Leaders program starts at 10:30 a.m.

Next Level Leaders program starts at 10:45 a.m.

City Day on the Hill



Join us March 11 to advocate for Minnesota cities!

Join fellow city colleagues and League staff for the 2026 City Day on the Hill and help advocate for city priorities at the Capitol! This event will feature updates on important legislative issues impacting cities, tips for advocating on behalf of your city, and opportunities to connect with state policymakers.

NEW LOCATION: This year's City Day on the Hill will be held at the InterContinental Saint Paul Riverfront.

Attend City Day on the Hill to:

- Learn more about important legislative issues impacting Minnesota cities such as housing, bonding, the state budget outlook, and other key priorities
- Hear from state policymakers
- Learn how to effectively advocate for city priorities
- Build relationships with your state legislators
- Connect with League intergovernmental relations (IGR) staff
- Increase the visibility of Minnesota cities as key partners in policymaking

Register today!

Agenda

8:45 – 9:30 a.m.

Welcome & Check-in Open

9:30 – 9:35 a.m.

Welcome Remarks from LMC President Wendy Berry

9:35 – 10:30 a.m.

House and Senate Leaders Panel

Moderator: Jake Loesch, Executive Director, Citizens League

Panelists to be announced.

Invited: Speaker of the House Lisa Demuth, House DFL Caucus Leader Zack Stephenson, Senate Majority Leader Erin Murphy, and Senate Minority Leader Mark Johnson

10:30 – 10:45 a.m.

Remarks from Governor Tim Walz (Invited)

10:45 – 11 a.m.

Break

11 – 11:30 a.m.

Advocacy Essentials

League's Intergovernmental Relations (IGR) Team

Get ready to make the most of your conversations with state lawmakers. Learn essential tips for effective advocacy — from framing your message and telling your city's story to making a strong, concise ask. The League's IGR team will also walk you through what to expect when navigating the Capitol complex — including any potential security measures — ensuring you feel confident, prepared, and ready to engage.

11:30 a.m. – 12 p.m.

State Budget Outlook

Minnesota Management and Budget (MMB) speaker(s) to be announced.

12 – 12:15 p.m.

Break & Grab Box Lunch

12:15 – 1 p.m.

Legislative Update from the League's IGR Team

Topics will include housing, bonding, and other city priorities.

1 p.m.

Remarks from LMC Executive Director Luke Fischer and Dismissal to Capitol

1:30 – 4 p.m.

Meetings with Legislators

Capitol Hill

Please note that attendees are responsible for scheduling their own meetings with legislators. Need some assistance scheduling a meeting? [Find more information about requesting meetings with legislators.](#) Bussing to and from the Capitol will be provided.

4 – 6 p.m.

Evening Reception

InterContinental Saint Paul Riverfront's Great River Ballroom

Return to the InterContinental to connect with League staff and legislators at the end of the day. There will be a cash bar and heavy hors d'oeuvres.

Date and Location

Wednesday, March 11 | InterContinental Saint Paul Riverfront | 11 Kellogg Boulevard East, St. Paul, MN 55101

Fee

\$125

\$99 for cities with populations less than 2,500

Lodging

InterContinental Saint Paul Riverfront

11 Kellogg Boulevard East

St. Paul, MN 55101

Room rate: \$149

Phone: (866) 686-2867

Reserve your room by **Wednesday, Feb. 18**, to claim the conference rate.

Parking

Please note the League will not reimburse parking. View nearby parking options and rates.

Requesting Meetings with Legislators

Wondering how to set up a meeting with your legislators? Follow these simple steps:

1. If you don't know who your legislators are, you can type in your city hall address in the [Who Represents Me?](#) website, and it will generate their contact information.
2. You can then call or email them to request a meeting. Some sample language:
 - a. "Hello Rep. or Sen. _____, I am _____. I am a constituent and I work for the city of _____ as a (position). On Wednesday, March 11, I will be at the Capitol as a part of the League of Minnesota Cities' City Day on the Hill. I am requesting a 30 minute meeting between the time of 1:30-4 p.m. to discuss issues impacting our district and cities. I can be reached at (provide email and phone number). Thank you."
3. If you have trouble reaching any of your legislators and arranging a meeting, please contact Ted Bengtson at tbengtson@lmc.org or 651-281-1242.
4. NOTE: Some larger cities fall within multiple legislative districts. You can check this by going to [this page for representatives](#) and [this page for senators](#). On those pages, type "ctrl+f" and

type in the name of your city. If it generates more than one result, you have multiple legislators and are encouraged to arrange meetings with each.

Your LMC Resource

Event Registration

(651) 281-1200

registration@lmc.org

Cancellations must be sent to registration@lmc.org by Wednesday, March 4, and are subject to a \$50 cancellation fee. No refunds will be made for cancellations received after this date. Please consider sending a substitute if you are unable to attend. Substitutions are permitted up to the day of the event. Please notify the check-in desk of any on-site substitutions.



January 12, 2026

Ms. Renee Eckerly
City of Dassel
PO Box 391
460 3rd Street South
Dassel, MN 55325

Re: Charter Communications – Upcoming Changes

Dear Ms. Eckerly:

Charter values our customers and works hard to keep prices as low as possible. Despite our best efforts, rising costs have impacted our prices.

Our Spectrum TV Select and Spectrum TV Platinum packages, in addition to live TV, include access to thousands of On Demand programming options and regional sports networks. Additionally, customers now have access to major programmer’s streaming services with a retail value of over a \$100 per month at no additional cost to the customer including HBO Max Basic with Ads, ESPN Unlimited, Hulu, Disney+ Basic, Paramount+ Essential, Peacock Premium with Ads, FOX One, AMC+ with Ads, Tennis Channel, VIX Premium with Ads, and coming soon discovery+ with ads and BET+. That’s thousands of hours’ worth of movies, popular TV shows for the whole family, exclusive originals, live sports and more.

Spectrum customers can get tailored ways to save without compromising the quality and reliability they deserve.

- They can access special offers through My Spectrum App.
- See how much they can save with our [online savings calculator](https://www.spectrum.com/packages/savings-calculator) (https://www.spectrum.com/packages/savings-calculator).
- Or they can call for an account review and speak to an agent for ways to save.

Customers are being notified via bill message regarding the following price changes that will take effect on or after February 11, 2026.

Description	Price Change
AMC+ Ad Free premium add on for Spectrum TV Choice, Spectrum Mi Plan Latino, and Spectrum TV Basic	Will increase by \$1 per month (from \$10 to \$11).

We remain committed to providing excellent entertainment services in your community. If you have any questions about this change, please feel free to contact me at (952) 367-4263 or via email at david.larson@charter.com.

Sincerely,

David Larson
Director of State Government Affairs Minnesota
Charter Government Affairs

From: Xcel Energy <noreply@account.xcelenergy.com>
Sent: Wednesday, December 31, 2025 8:04 AM
To: City of Dassel
Subject: Important Update: Proposed Gas Rate Changes



NEW NATURAL GAS RATES PROPOSAL

On Oct. 31, 2025, Xcel Energy proposed new natural gas rates for Minnesota customers to begin in 2026. Our rate proposal to the Minnesota Public Utilities Commission (MPUC) supports **improvements to the natural gas delivery system**, including:

- **Fire safety systems** at natural gas peaking plants in Inver Grove Heights, Mendota Heights and Maplewood to ensure continued safety and reliability of these plants and their surrounding communities.
- Natural gas transmission and distribution infrastructure to support **system reliability** for new and existing customers. Currently, we operate nearly 10,000 miles of transmission and distribution infrastructure that continually needs to be **modernized and maintained**. These investments ensure safe and efficient operations of our system
- **Transitioning to more efficient vehicles** and equipment that ultimately save money and lower the overall cost of operations.
- **Updating information technology assets** to ensure our customers and employees have access to reliable technology.

| Proposed Rates

The requested 2026 increase is approximately **8.7%**, or **\$7.11**, to an average

residential customer's monthly gas bill. While the Commission considers our rate proposal, we are proposing interim rates that **begin Jan. 1, 2026**. The **interim rate increase will add about 7.1% or \$5.84**, to an average residential customer's monthly bill. If final rates approved by the Commission are lower than interim rates, we would apply a refund in the form of a one-time credit with interest on customers' bills.

[Gas Rate Review](#)

Customers may submit a comment on our rate proposal to the MPUC online or by mail or email. Please reference Docket No. G002/GR-25-356 in your comment.

[Submit a Comment](#)

We're Here to Help

If you're having trouble keeping up with your bill, [contact us](#) and we will work with you to set up a payment plan and connect you with other resources and programs that can help.

Learn more about [assistance and the programs](#) Xcel Energy offers.

