

**Lanesboro City Council
Regular Meeting Agenda
Tuesday, September 2, 2025 at 6:00 p.m.
Lanesboro Community Center Meeting Room**

Zoom is provided as a way to offer more accessibility to council and committee meetings. Full functionality is not guaranteed
<https://us02web.zoom.us/j/86176812830?pwd=VmQycUtxblpPU1BkVElxbG9xcWhEZz09>
Meeting ID: 861 7681 2830 Passcode: 588100

Public Hearing – 6:00 p.m. - TH250 Road/Utility Improvements

Regular Meeting - Call to Order

A. Agenda Approval

Motion _____ **Second** _____

B. Public Comments

C. Approval of Minutes

a. Minutes of Regular Meeting, August 4, 2025

b. Minutes of Special Meeting, August 26, 2025

Motion _____ **Second** _____

D. Consent Agenda

a. Accounts Payable

b. Exempt Gambling Permit - Lanesboro Area Chamber of Commerce - November 8, 2025

c. Street Closure Request – November 29, 2025 – Lanesboro Legion Lights Parade

d. Resolution 2025-43 Recognizing Senator Jeremy Miller and Representative Greg Davids as 2025 Legislators of Distinction

e. Resolution 2025-44 Authorizing a Budget Amendment to Repurpose General Fund Expenditures

f. Combination of Parcel ID's 190338030 and 190015000

g. City Brush Dump Lease Renewal

h. LMCIT Liability Coverage Waiver

Motion _____ **Second** _____

Department Updates

A. Police

B. Fire

Continued Business

A. Consider Proposal to Make City Council and Public Meeting Recordings Accessible via City Website

Motion _____ **Second** _____

New Business

A. Consider Resolution 2025-41 – Ordering Improvement and Preparation of Plans for the TH250 Reconstruction Project

Motion _____ **Second** _____

B. Consider Contracting Outside Counsel for Wastewater Treatment Facility Pay Request Dispute

Motion _____ **Second** _____

C. Consider Resolution 2025-42 – Adopting the 2026 Proposed Tax Levy

Motion _____ **Second** _____

D. Consider Revolving Loan Fund Application for Lanesboro Golf Club

Motion _____ **Second** _____

E. Consider City Ordinance Regulating the Feeding of Deer in the City of Lanesboro

Motion _____ **Second** _____

Next Meeting: Monday, October 6, 2025 at 6:00 p.m.

Adjourn Regular Meeting

**Lanesboro City Council
Regular Meeting Minutes
Monday, August 4, 2025 – 6:00 p.m.
Lanesboro Community Center Meeting Room & Zoom**

Present Members:

☒ Mindy Albrecht-Benson ☒ Chase Bakke ☒ Joe Cullen ☒ Alicia Pearson ☒ Kathryn Wade

Staff:

☒ Mitchell Walbridge ☒ Darla Taylor ☐ David Haugen ☐ Mark Lawstuen ☐ Jerod Wagner
☐ Tara Johnson ☒ Joseph O’Koren ☐ Michelle Marotzke

Guests: Jon Nicol, Peter Torkelson, Karen Heimdahl, Wanda Hanson, Delia Bell, Joe Goetzke; *Via Zoom:* Deane Benson, Carly McNeilus, Sheila Walbridge, Sarah Pieper, Jonathan Levine, Don Bell

Mayor Pearson called the meeting to order at 6:00 p.m.

A. Agenda Approval: Member Wade entered a motion to approve the agenda; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

B. Public Comments:

- Peter Torkelson addressed the Lanesboro City Council regarding the May 14 Library Board meeting, raising questions about the City Administrator’s role in that meeting. Mr. Torkelson also expressed concern about matters related to staff discipline, referring to internal administrative actions not typically within the scope of public oversight.
- Jon Nicol addressed the Lanesboro City Council about the tone of its meetings. Mr. Nicol stated that it is not always necessary to model the City of Lanesboro’s practices after other cities. Mr. Nicol encouraged members to think creatively.
- Sarah Pieper addressed the Lanesboro City Council requesting revision to the City’s website as she struggles to navigate the webpages and find city council agenda materials. Ms. Pieper stated she would like to see a volunteer page added to the City’s website, as well as public meeting recordings added to the website.

C. Approval of Minutes

- a. Minutes of Regular Meeting, July 7, 2025: Member Albrecht-Benson entered a motion to approve the minutes as presented; Member Bakke seconded the motion. Motion carried with all in favor.
- b. Minutes of Special Meeting, July 21, 2025: Member Albrecht-Benson entered a motion to approve the minutes as presented; Member Wade seconded the motion. Motion carried with all in favor.

D. Consent Agenda

- a. Accounts Payable
- b. Accept Resignation of Erica Newton, Substitute Librarian
- c. Sylvan Brewing Street Closure Application
- d. Resolution 2025-39 – Accepting Donations to the Lanesboro Public Library
- e. Resolution 2025-40 – Accepting Donations to the Lanesboro Fire Department
- f. Lanesboro Arts Temporary Liquor License Application – October 4, 2025
- g. Lanesboro Arts Temporary Liquor License Application – November 15, 2025

Member Bakke entered a motion to approve the Consent Agenda; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

New Business

- A. Consider City Council, Board, and Commission Remote Participation Policy:** With recent changes to Minnesota Open Meeting Law, City Administrator Walbridge recommended adoption of a local

policy that ensures appointed officials uphold their commitments with a certain level of in-person participation and that there is sufficient notice for city administration to properly notice the public of members participating remotely. Member Albrecht-Benson entered a motion to adopt the drafted policy; Member Wade seconded the motion. During discussion on the motion, Mayor Pearson questioned whether the limit of three remote participation meetings was the appropriate number since the board and commission members are volunteers. Member Albrecht-Benson stated she would like to see as much in-person participation as possible as she wants people on the board and commissions who are present and invested in the community. Member Bakke pointed out that if there are extenuating circumstances, the Council has discretion to increase the limit on a case-by-case basis. The motion carried with all members voting in favor.

- B. Consider Proposal to Make City Council and Public Meeting Recordings Accessible via City Website and YouTube Channel:** Member Albrecht-Benson entered a motion to table the topic indefinitely; Member Wade seconded the motion. Members discussed what the appropriate number of meetings to publish and what platform to publish the meeting recordings on. Member Albrecht-Benson asked if the meetings are already accessible as she thought they were via a public data request. Member Albrecht-Benson also questioned whether uploading videos was an effective use of staff time when there are so few requests for meeting recordings. Member Bakke asked about the storage needs for the video files and the costs associated. Mayor Pearson stated she hears many requests for people to view the meetings and would like to increase transparency. Member Albrecht-Benson rescinded her motion to allow for further options of posting the meetings to be investigated. Following discussion on the rescinded motion, Administrator Walbridge stated he needed clear directions on what the city council is seeking. Mayor Pearson entered a motion to have the city administrator assess the feasibility of having 12 months of city council meeting recordings posted to the city website, including any associated costs and the potential to house the meeting recordings on YouTube via a private channel; Member Bakke seconded the motion. Motion carried with all in favor.
- C. Consider Proposal for Volunteer Policy:** Mayor Pearson introduced the idea of implementing a formal volunteer policy to encourage public engagement in city projects. She noted that some residents have expressed interest in contributing their skills to efforts they perceive as aligned with the City's objectives. Administrator Walbridge responded by emphasizing that the City already advertises for specific volunteer needs—such as watering city flowers and supporting the Buffalo Bill Days Committee. Those advertisements received little to no response for those roles. He stressed that the City's priority should be to recruit volunteers for existing, clearly identified needs rather than creating a system where individuals expect to pursue personal projects or advance their own agendas under the guise of volunteering. He also noted that many tasks require appropriate staff oversight and that expanding activity in areas not driven by the current City needs could impose an unnecessary burden on staff. Member Albrecht-Benson questioned whether many of the tasks individuals were seeking to volunteer for were even under the City's jurisdiction. Mayor Pearson entered a motion to table the discussion indefinitely; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
- D. Resolution 2025-41 – Supporting Local Soil Health Practices and Groundwater Protection through Partnership with the Fillmore County SWCD:** Mayor Pearson introduced Resolution 2025-41, requesting to articulate the City's position on supporting programming to reduce nitrates in the City's groundwater. Members questioned whether there were specific programs that Fillmore County is seeking support for. Mayor Pearson stated she did not know, although an event was recently held in Lanesboro regarding groundwater and nitrate level mitigation. Member Bakke asked if there was currently a problem with nitrate levels in the City's drinking water. Administrator Walbridge the 2024 Drinking Water Report showed 0.05 parts-per-million, and that the EPA's standard is 10 parts-per-million or less. Member Bakke stated he prefers to consider resolutions for specific programs in need of support rather than having the City take a generalized stance. Mayor Pearson entered a motion to table

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discussion indefinitely; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

Next Meeting: Tuesday, September 2, 2025 at 6:00 p.m.

Mayor Pearson adjourned the meeting at 6:50 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk

**Lanesboro City Council
Special Meeting Minutes
Tuesday, August 28, 2025 – 6:00 p.m.
Lanesboro Community Center Meeting Room & Zoom**

Present Members:

☒ Mindy Albrecht-Benson ☒ Chase Bakke ☒ Joe Cullen ☒ Alicia Pearson ☒ Kathryn Wade

Staff:

☒ Mitchell Walbridge ☒ Darla Taylor ☐ David Haugen ☐ Mark Lawstuen ☐ Jerod Wagner
☐ Tara Johnson ☒ Joseph O’Koren ☐ Michelle Marotzke

Guests: Kris Paxton

Special Meeting

Mayor Pearson called the special meeting to order at 6:00 p.m.

- A. Agenda Approval:** Member Albrecht-Benson entered a motion to approve the meeting agenda; Member Wade seconded the motion. Motion carried with all in favor.
- B. Zoning and Fire Code Violations – 505 Parkway Avenue South:** Members reviewed a list of city zoning code and ordinance code violations at 505 Parkway Avenue South which is owned by Sparrow Valley Properties, LLC. Code violations included Operating Short-Term Rentals without a License (Ordinance 120.13(A)(B)), Non-Permitted Land Use in the R-3 Residential Business District (Ordinance 151.23(B)), Non-Payment of Municipal Lodging Tax (Ordinance 115.01), and Minnesota State Fire Code 903.4 and 903.4.1 related to Sprinkler System Supervision and Alarm Monitoring. The city council discussed each complaint. The city council discussed each complaint. Attorney O’Koren explained the potential civil and criminal remedies available for enforcement. Member Albrecht-Benson entered a motion to direct Attorney O’Koren to send a final notice letter via Certified mail, allowing the property owner 14 days to either appeal the violations or provide documentation of corrective action as outlined by ordinance; Member Bakke seconded the motion. During discussion, Administrator Walbridge explained how the ordinance violations may also affect existing contractual agreements, including the Property Tax Abatement and Development Agreements between Sparrow Valley Properties and the City of Lanesboro. The motion carried with all members voting in favor.
- C. Wastewater Treatment Facility – Final Pay Request:** Administrator Walbridge summarized correspondence between the City of Lanesboro, Bolton & Menk, Inc., and Hellmuth & Johnson Law Firm, representing Wapasha Construction, regarding the disputed final pay request for the wastewater treatment facility project. He noted that Hellmuth & Johnson has requested additional documentation and is seeking mediation. Administrator Walbridge requested council guidance on whether the City should retain outside counsel. Attorney O’Koren also recommended engaging an attorney specializing in construction law and business contracts. Administrator Walbridge reported he had reached out to two law firms and would provide proposals at the next regular meeting. Member Albrecht-Benson entered a motion to table discussion; Mayor Pearson seconded the motion. Motion carried with all in favor.

Mayor Pearson put the meeting into recess at 6:36 p.m.

Mayor Pearson resumed the meeting at 6:38 p.m.

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- D. 2026 Preliminary Budget Review:** Administrator Walbridge presented an overview of the budgetary process and the preliminary 2026 budget. The council and staff reviewed proposed revenues and expenditures for each department. No action was taken.
- E. Local Option Sales Tax:** Administrator Walbridge reported that the one-half percent local option sales tax expired in December 2024. He presented the procedural steps and potential timeline to pursue approval of a new sales tax.
Council members expressed interest in beginning the process, with further discussion to occur at future meetings. No action was taken.

Mayor Pearson adjourned the meeting at 8:09 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk

CITY OF LANESBORO

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Payments

Current Period: September 2025

Payments Batch 09022025PAY		\$28,379.06	
Refer	20250833 PRESTON AUTO PARTS	-	
Cash Payment	E 100-43100-404 Repairs/Maint Machiner		\$58.57
Invoice	845627		
Cash Payment	E 100-43100-404 Repairs/Maint Machiner		\$69.99
Invoice	845900		
Transaction Date	8/13/2025	OPERATIONAL ACC 10100	Total \$128.56
Refer	20250834 NATIONAL FIRE SAFETY COUNCIL	-	
Cash Payment	E 220-42000-430 Miscellaneous (GENER		\$400.05
Invoice	MN23F3-25-2		
Transaction Date	8/13/2025	OPERATIONAL ACC 10100	Total \$400.05
Refer	20250835 PITNEY BOWES, INC	-	
Cash Payment	E 100-41500-413 Office Equipment Rental		\$169.29
Invoice	3107341734		
Transaction Date	8/13/2025	OPERATIONAL ACC 10100	Total \$169.29
Refer	20250836 KELLY PRINTING	-	
Cash Payment	E 250-46500-210 Operating Supplies (GE EDA rack card update		\$144.00
Invoice	234961		
Transaction Date	8/13/2025	OPERATIONAL ACC 10100	Total \$144.00
Refer	20250837 WINONA HEATING & VENT CO	-	
Cash Payment	E 100-45200-401 Repairs/Maint Buildings		\$135.00
Invoice	122876		
Transaction Date	8/18/2025	OPERATIONAL ACC 10100	Total \$135.00
Refer	20250838 AMAZON CAPITAL SERVICES	-	
Cash Payment	E 220-42000-240 Small Tools and Minor E		\$46.32
Invoice	1NFW-V4WW-HM9L		
Cash Payment	E 100-41500-210 Operating Supplies (GE		\$40.96
Invoice	1CCF-P3HT-6QX3		
Cash Payment	E 100-43100-210 Operating Supplies (GE		\$18.76
Invoice	1G99-9VJW-1GND		
Transaction Date	8/18/2025	OPERATIONAL ACC 10100	Total \$106.04
Refer	20250839 DUNN BLACKTOP	-	
Cash Payment	E 100-43100-265 Asphalt		\$138.28
Invoice	4400007243		
Transaction Date	8/19/2025	OPERATIONAL ACC 10100	Total \$138.28
Refer	20250840 GALE GROUP	-	
Cash Payment	E 211-45500-230 Books & Movies		\$59.23
Invoice	999100782682		
Transaction Date	8/19/2025	OPERATIONAL ACC 10100	Total \$59.23
Refer	20250841 AFLAC	-	
Cash Payment	G 100-21707 Aflac		\$33.00
Invoice	168297		
Transaction Date	8/20/2025	OPERATIONAL ACC 10100	Total \$33.00
Refer	20250842 S & A PETROLEUM INC	-	

CITY OF LANESBORO

Payments

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Current Period: September 2025

					\$571.86
Cash Payment	E 100-43100-212	Motor Fuels			
Invoice					\$340.75
Cash Payment	E 100-45200-212	Motor Fuels			
Invoice					\$14.82
Cash Payment	E 220-42000-212	Motor Fuels			
Invoice					
Transaction Date	8/20/2025	OPERATIONAL ACC 10100	Total		\$927.43
Refer	20250843	FILLMORE COUNTY ATTORNEY	-		\$894.00
Cash Payment	E 100-41500-304	Legal Fees			
Invoice					
Transaction Date	8/20/2025	OPERATIONAL ACC 10100	Total		\$894.00
Refer	20250844	LACKORE ELECTRIC MOTOR	-		\$399.90
Cash Payment	E 100-45200-401	Repairs/Maint Buildings			
Invoice	3309				
Transaction Date	8/20/2025	OPERATIONAL ACC 10100	Total		\$399.90
Refer	20250845	SELCO	-		
Cash Payment	E 211-45500-230	Books & Movies	Supplemental Overdrive Ebooks Additions		\$1,000.00
Invoice	053679		Project LIBDON		
Transaction Date	8/20/2025	OPERATIONAL ACC 10100	Total		\$1,000.00
Refer	20250846	FILLMORE COUNTY JOURNAL	-		\$161.16
Cash Payment	E 100-41500-350	Print/Binding (GENERA			
Invoice	183217				
Transaction Date	8/21/2025	OPERATIONAL ACC 10100	Total		\$161.16
Refer	20250847	BRADLEY, WALTER	-		\$125.00
Cash Payment	E 100-45400-210	Operating Supplies (GE	8/23 Music		
Invoice					
Transaction Date	8/25/2025	OPERATIONAL ACC 10100	Total		\$125.00
Refer	20250848	LRS OF MINNESOTA	-		\$2,785.00
Cash Payment	E 235-49900-451	BBD General Expenses			
Invoice					\$405.00
Cash Payment	E 100-45200-410	Rentals (GENERAL)			
Invoice					
Transaction Date	8/26/2025	OPERATIONAL ACC 10100	Total		\$3,190.00
Refer	20250849	MERCEDES-BENZ FINANCIAL	-		\$17,964.58
Cash Payment	E 100-43100-460	Lease Payment	Final Payment		
Invoice					
Transaction Date	8/26/2025	OPERATIONAL ACC 10100	Total		\$17,964.58
Refer	20250850	VISA	-		\$125.99
Cash Payment	E 100-41500-300	Professional Svcs (GEN			
Invoice					\$73.13
Cash Payment	E 100-41500-210	Operating Supplies (GE			
Invoice					\$288.32
Cash Payment	E 100-43100-404	Repairs/Maint Machiner			
Invoice					\$110.00
Cash Payment	E 100-43100-430	Miscellaneous (GENER	Dave MN Commercial Vehicle Class		
Invoice					

CITY OF LANESBORO

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Payments

Current Period: September 2025

Cash Payment	E 100-41500-437	Bank Fees	Interest on Credit Card		\$30.42
Invoice					
Transaction Date	8/26/2025		OPERATIONAL ACC 10100	Total	\$627.86
Refer	20250851	OKOREN LAW OFFICE LLC		-	
Cash Payment	E 100-41500-304	Legal Fees			\$1,775.68
Invoice 1551					
Transaction Date	8/27/2025		OPERATIONAL ACC 10100	Total	\$1,775.68

Fund Summary

10100 OPERATIONAL ACCOUNT

100 GENERAL FUND	\$23,929.64
211 LIBRARY	\$1,059.23
220 FIRE FUND	\$461.19
235 BUFFALO BILL DAYS FUND	\$2,785.00
250 EDA OPERATING	\$144.00
	<u>\$28,379.06</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$28,379.06
Total	<u>\$28,379.06</u>

**CITY OF LANESBORO
RESOLUTION NO. 2025-43**

**A RESOLUTION RECOGNIZING SENATOR JEREMY MILLER AND
REPRESENTATIVE GREG DAVIDS AS 2025 LEGISLATORS OF DISTINCTION**

WHEREAS, the League of Minnesota Cities has recognized 28 state lawmakers as 2025 Legislators of Distinction, honoring their dedicated efforts to support Minnesota cities during the past legislative session; and

WHEREAS, Senator Jeremy Miller (District 26) and Representative Greg Davids (District 26B) have been selected for this honor based on their accessibility to League representatives, their willingness to seek input on issues important to cities, and their support for League initiatives that benefit communities across the state; and

WHEREAS, the Legislators of Distinction award is approved annually by the League's Board of Directors to highlight the essential collaboration between state and city officials in serving shared communities and addressing the unique needs of rural, urban, and suburban residents throughout Minnesota; and

WHEREAS, Senator Miller and Representative Davids have consistently demonstrated a commitment to the interests of cities, including the City of Lanesboro, by advocating for policies and legislation that strengthen local government and enhance the quality of life for residents;

NOW, THEREFORE, BE IT RESOLVED, that the City of Lanesboro formally recognizes and congratulates Senator Jeremy Miller and Representative Greg Davids on being named 2025 Legislators of Distinction by the League of Minnesota Cities; and

BE IT FURTHER RESOLVED, that the City expresses its sincere appreciation for their continued partnership, leadership, and service to the people of Lanesboro and the State of Minnesota.

Passed by the City Council of Lanesboro, Minnesota this 2nd day of September, 2025.

Alicia Pearson
Its: Mayor

Attested:

Mitchell Walbridge
Its: City Administrator/Clerk

**CITY OF LANESBORO
RESOLUTION NO. 2025-44**

**A RESOLUTION AUTHORIZING A BUDGET AMENDMENT TO REPURPOSE
GENERAL FUND EXPENDITURES**

WHEREAS, the City of Lanesboro adopted its annual budget for fiscal year 2025, which included an appropriation in the General Fund under line item E100-41410-210 for Election Operating Supplies and E100-41410-100 for Election Judge Wages; and

WHEREAS, no municipal election is scheduled for the 2025 calendar year, and the funds allocated for election supplies are not anticipated to be used for their original purpose; and

WHEREAS, the City Administrator/Clerk has identified a need for updated computer equipment to support city operations, which qualifies as a capital expenditure under line item E100-41500-500 Capital Outlay; and

WHEREAS, both line items are within the General Fund and the proposed reallocation does not increase the total budgeted expenditures for the fund;

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

1. The 2025 General Fund budget is hereby amended to reallocate \$3,000 from E100-41410-210 Election Operating Supplies and \$300 from E100-41410-100 to E100-41500-500 Capital Outlay for the purchase of new computer equipment.
2. The City Administrator is authorized to proceed with the purchase in accordance with the City's procurement policies.
3. This resolution shall be effective upon its adoption.

Passed by the City Council of Lanesboro, Minnesota this 2nd day of September, 2025.

Alicia Pearson
Its: Mayor

Attested:

Mitchell Walbridge
Its: City Administrator/Clerk

LEASE

THIS LEASE AGREEMENT ("Lease") is made this _____ day of September 2025, by and between **Raymond Prestemon and Sandra Prestemon**, married to each other, ("Prestemon"), and the City of Lanesboro, a municipal corporation located in the County of Fillmore and State of Minnesota ("City").

Recitals:

The City has for many years provided, as a public service to its City residents and the City property owners, a "recycling center" for yard waste. This recycling center has served as a location for noncommercial disposal of tree limbs, branches, leaves, and like organic yard waste. The access to that location has been regulated by the City. Due to location and size constraints, it is necessary that the City of Lanesboro find a different location for this recycling center.

Prestemon's own certain land at the southern boundary of the City, and have expressed a willingness to lease a portion of their land so that the City may use the same for operation of a recycling center as described above. The parties wish to enter into a lease agreement for that purpose. This document constitutes that lease agreement and will set forth the terms and conditions of the lease between the parties.

Now therefore, for good and valuable consideration, the parties make the following agreement.

Agreement:

1. PREMISES: Prestemon's hereby lease to the City that portion of the real property located as follows:

The entrance of the land shall be fenced off and signage posted on-site, at the sole expense of City, so as to keep the premises secure from trespassers or unauthorized

users. The Premises are being leased to the City "as is" and in "where is" condition with all faults. The City will clear the land as deemed necessary for defined use.

2. TERM: The term of this Lease shall be for one (1) year from the first day of October, 2025 to the last day of September, 2026. The term of this Lease may be renewed in writing with the approval of Prestemon's and City. At the end of the lease, without the execution of a new lease or renewal of the term of this lease, the lease will become a month to month lease with 60 days' notice to vacate provided by either party to terminate the agreement.
3. USE OF PREMISES: City shall use the Premises solely for storing, grinding, sorting, of yard and earth products including tree branches, limbs, wood chips, wood mulch, and tree grindings, controlled burning, and for no other purpose without the prior written consent of Prestemon' s, which consent Prestemon' s may withhold in their sole discretion. The City shall comply with all applicable laws and rules relating to its use and occupancy of the Premises. It shall be the City's sole obligation to obtain any and all applicable licenses and permits required for City's permitted use of the Premises, including, but not limited to, permits required to be obtained from any federal and state regulatory bodies.

Although the parties hereto realize that the City may from time to time conduct controlled burning on the premises so as to reduce the branches, limbs, trimmings, leaves, and the like, the City shall do so as to reasonably limit offensive or noxious odors, or excessive smoke or dust, and shall refrain from permitting any nuisance or unlawful practice to be carried on within the Premises. The City shall at all times comply in its occupancy and use with all applicable local ordinances, all applicable

- state and federal laws and regulations, and all reasonable rules and regulations prescribed from time to time by the City. The City agrees to keep the Premises in such a manner so as not to disturb other occupants and/or invitees of the surrounding properties and so as not to detract from the reputation and integrity of the City.
4. RENT: As rent hereunder, City of Lanesboro shall pay to Prestemon's the sum of \$2,400 annually in September each year. If the lease is terminated, the Prestemon's will return the appropriated prorated amount paid by the City.
 5. INSURANCE; WAIVER OF SUBROGATION: The City shall carry general liability insurance with limits not less than \$1,000,000.00 for bodily injury and \$1,000,000.00 for property damage on the premises during the term of this lease. Such insurance shall name Prestemon's as an additional insured. Such policy shall provide that it cannot be canceled or modified without ten (10) days prior written notice to City and Prestemon' s. The City shall provide a certificate of insurance to Prestemon's before entering onto the Premises, and annually thereafter during the term of this Lease.
 6. MAINTENANCE: The City at its sole cost and expense, shall at all times keep the premises in a neat, orderly and safe condition, and take good care of the Premises. Neither the City nor Prestemon's and shall engage in any activity that would violate or threaten the plan of closure for the premises for the purpose herein provided.
 7. TAXES AND ASSESSMENTS: Prestemon's shall pay, in a timely manner, all taxes and assessments on the premises so as to not disturb the occupancy of the City during the term of this lease.
 8. USE AND POSSESSION: City and the public shall have the right to enter the premises at such time as it deems necessary to accomplish the purpose of this lease.

Said entry shall not be done in a way that will unreasonably disturb Prestemon's or adjoining occupants.

9. ASSIGNMENT: Neither party may assign or transfer their interest in this lease.

However, should Prestemon's sell the premises; they shall have the right to terminate this lease upon 60 days' notice to the City. The City may terminate this agreement with 60 days' notice to the Prestemon's.

10. BINDING EFFECT: This Lease Agreement shall be binding upon the parties hereto and their respective heirs, executors, administrators, successors, legal representative and permitted assigns.

11. NOTICES: All notices to be given in connection with this Lease shall be in writing and given by personal delivery or sent by registered or certified mail, return receipt requested.

Each such mail notice shall be deemed to have been given to or served upon the party to whom it addressed on the date the same as deposited in the United States Registered or Certified Mail, return receipt requested, postage prepaid, properly addressed to the last known address of a party.

12. NOTICE OF LEASE: The parties agree that this Lease shall not be recorded in the Land Records of Fillmore County, but upon the request of either party hereto, a Notice of Lease shall be recorded in lieu thereof.

13. NO JOINT VENTURE: The relationship of the parties is that of landlord and tenant, and nothing in this Lease shall be construed as creating a partnership, joint venture, principal, agent or any other relationship.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be executed
and their seals affixed on the day and year first above written.

DATED: _____

DATED: _____

City of Lanesboro:

Prestemons:

By: _____
Alicia Pearson, Mayor

By: _____
Raymond Prestemon

Attest:

By: _____
Sandra Prestemon

Mitchell Walbridge, Administrator/Clerk

LEAGUE OF MINNESOTA CITIES INSURANCE TRUST

LIABILITY COVERAGE – WAIVER FORM

Cities obtaining liability coverage from the League of Minnesota Cities Insurance Trust must decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. The decision to waive or not to waive the statutory limits has the following effects:

- „ *If the city does not waive the statutory tort limits*, an individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether or not the city purchases the optional excess liability coverage.
- „ *If the city waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could potentially recover up to \$1,500,000. on a single occurrence. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to \$1,500,000., regardless of the number of claimants.
- „ *If the city waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total which all claimants would be able to recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

This decision must be made by the city council. **Cities purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage.** For further information, contact LMCIT. You may also wish to discuss these issues with your city attorney.

City of Lanesboro accepts liability coverage limits of \$ 2,000,000 from the League of Minnesota Cities Insurance Trust (LMCIT).

Check one:

- ☒ The city **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.
- ☐ The city **WAIVES** the monetary limits on tort liability established by Minnesota Statutes 466.04, to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council meeting _____

Signature/Date _____ Position _____

Return this completed form to LMCIT, 145 University Ave. W., St. Paul, MN. 55103-2044

**CITY OF LANESBORO
RESOLUTION NO. 2025-41**

**A RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS
FOR TH250 RECONSTRUCTION PROJECT**

WHEREAS, a resolution of the city council adopted the 7th day of July, 2025, fixed a date for a council hearing on the TH 250 Reconstruction Project, consisting of:

Full replacement and reconstruction of the bituminous pavement, curb and gutter, sanitary sewer, watermain, storm sewer, sidewalk, shared use path, street lighting, and related improvements along the following City streets:

- Parkway Avenue (TH 250) – From Sheridan Street (TH 16) to Ashburn Street (TH 250)
- Ashburn Street (TH 250) – From Parkway Avenue (TH 250) to the bridge over the South Branch of the Root River (Bridge No. 23027)
- Parkway Ave N. – From Ashburn Street (TH 250), north to its terminus at the South Branch of the Root River
- Kenilworth Ave N. – From Ashburn Street (TH 250), north to its terminus at the South Branch of the Root River
- Fillmore Ave N. – From Ashburn Street (TH 250), north to its terminus at the South Branch of the Root River; and

The construction of watermain and related improvements from:

- A point located approximately 900-ft north of the intersection of Parkway Avenue (TH 250) and Kirkwood Street, west to a point located approximately 300-ft east of the intersection of Norway Drive and Ox Trail Road/Grit Road, and extending north to the Lanesboro Public Utilities building located along Mill Pond Road; and

WHEREAS, ten days' mailed notice and two weeks' published notice of the hearing was given, and the hearing was held thereon on the 2nd day of September, 2025, at which all persons desiring to be heard were given an opportunity to be heard thereon;

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

1. Such improvement is necessary, cost-effective, and feasible as detailed in the feasibility report.
2. Such improvement is hereby ordered as proposed.
3. Such improvement has no relationship to the municipal comprehensive plan.
4. Bolton & Menk is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
5. The city council declares its official intent to reimburse itself for the costs of the improvement from the proceeds of tax-exempt bonds.

Passed by the City Council of Lanesboro, Minnesota this 2nd day of September, 2025.

Alicia Pearson
Its: Mayor

Attested:

Mitchell Walbridge
Its: City Administrator/Clerk

**CITY OF LANESBORO
RESOLUTION NO. 2025-42**

A RESOLUTION ADOPTING THE 2026 PROPOSED TAX LEVY

WHEREAS, the City of Lanesboro must certify to the County of Fillmore and the State of Minnesota, the Proposed Taxes Payable 2026 by September 30, 2025; and

WHEREAS, the proposed Tax Levy for the City of Lanesboro is \$1,007,376; and

WHEREAS, the General Revenue portion is \$648,708; and

WHEREAS, the Economic Development Authority Revenue portion is \$33,570; and

WHEREAS, the Library Revenue portion is \$103,350; and

WHEREAS, the Emergency Service Revenue portion is \$62,658; and

WHEREAS, the Debt Service Fund commitment is \$159,090;

Sparrow Valley	\$5,255
2010B	\$9,915
2017A	\$61,610
2017B	\$5,529
2018A	\$6,830
2022A	\$63,256
2022B	\$6,695

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

1. The Proposed Levy of \$1,007,376 upon the taxable property in the City of Lanesboro, to be collected in 2026, is hereby approved.
2. The City of Lanesboro Truth-in-Taxation Hearing shall be at 6:00 p.m. on Monday, December 1, 2025.

Passed by the City Council of Lanesboro, Minnesota this 2nd day of September, 2025.

Alicia Pearson
Its: Mayor

Attested:

Mitchell Walbridge
Its: City Administrator/Clerk

ORDINANCE NO. _____

AN ORDINANCE REGULATING THE FEEDING OF DEER

Purpose.

The intent of the City Council is to eliminate deer attractions, which when combined with other management strategies, should reduce over time the depredation impacts to adjacent residents, as well as assure the safety of residents traveling on public city streets and thoroughfares.

Findings.

- (A) The recreational feeding of deer often causes deer concentrations which develop into depredation and other public safety problems.
- (B) Depredation of garden crops and landscaping plants is increasing as deer populations increase within areas and neighborhoods of the city.
- (C) High deer densities contribute to the possible spread of chronic diseases among deer populations and chronic wasting disease.

The City Council of Lanesboro, Minnesota ordains:

Section 1 – Prohibition.

- (A) It shall be unlawful for any person or group to place or permit to be placed on the ground, or within five feet of the ground surface, either on property owned or controlled by such person or on property owned by others, any grain, fodder, fruit, vegetables, nuts, hay, or other edible materials, which may reasonably be expected to intentionally result in deer feeding, unless such items are screened or protected in manner that prevents deer from feeding on them. Also prohibited are salt licks and power or liquid deer attractants, unless legally used for deer management control purposes.
- (B) Living fruit trees and other live vegetation shall not be considered as deer feeding.

Section 2 - Exceptions.

- (A) This prohibition shall not apply to:
 - 1. Veterinarians, City Animal Control Officers or county, state or federal game officials, who are in the course of their duties, have deer in custody or under their management;
 - 2. Persons authorized by the city to implement the deer management program approved by the City Council;
 - 3. Any food placed upon the property for purposes of trapping or otherwise taking deer where such trapping or taking is pursuant to a permit issued by the State Department of Natural Resources;
 - 4. Persons feeding birds using self-enclosed feeding devices or containers;
 - 5. The use of straw, hay or straw-related materials for erosion control, mulching, gardening or other landscape purposes; and/or
 - 6. Persons on property with a livestock operation not intentionally feeding deer.
- (B) For the purposes of this section, **LIVESTOCK OPERATION** an operation commonly associated with the keeping of animals, including but not limited to the keeping of horses, cattle or chickens, raised for home use or profit.

Section 3 – Penalty.

Any person who violates any provision of this ordinance shall, upon conviction, be punished by a fine of not more than \$300.

Effective date. This ordinance becomes effective from and after its passage and publication.

Passed by the City Council of Lanesboro, Minnesota this ____ day of Month, Year.

Alicia Pearson

Its: Mayor

Attested:

Mitchell Walbridge

Its: City Administrator/Clerk

DRAFT

Executive Summary

The Lanesboro Golf Club (LGC), a 501(c)(6) nonprofit established in 1929, is a member-owned, 9-hole golf course serving both residents and tourists in Lanesboro, Minnesota. Operating seasonally, the Club also generates revenue through a restaurant, Pro Shop, clubhouse rentals, and golf cart services. With approximately 150 members and very little existing debt, LGC remains a vital recreational and economic asset to the community.

LGC is requesting \$40,000 from the Lanesboro Economic Development Authority's Revolving Loan Fund (EDA RLF) to help finance the installation of a new irrigation system. The current system, over 50 years old, is inefficient and failing. The proposed system will significantly reduce water and energy usage through remote monitoring and electronic controls. The total project cost is \$432,900. To date, over \$100,000 has been raised through fundraising and member assessments, and LGC is pursuing \$264,000 from a financial institution. PACE financing remains a secondary option.

Despite a varied net income over recent years—impacted by necessary well replacement in 2023—2025 mid-year figures show a positive net income of \$67,099, largely due to successful fundraising. The Debt Service Coverage Ratio is estimated at 1.27 in 2026, 1.30 in 2027 and 1.36 in 2028. The Club's strong community backing, stable assets valued at \$352,700, and additional collateral including a mortgage and UCC-1 filing support the loan request.

Failure to complete this project could result in course closure, job loss, and the loss of a historic and valued community asset. Completion of this project will help sustain the Club's operations, support tourism, and preserve employment opportunities.

Background

The Lanesboro Golf Club is a 501c6 entity that opened in 1925 and was incorporated in 1929. It has been in continuous operation since inception and has been open to the public for over 40 years. It is a well-maintained 9-hole course, with a club house, that attracts residents and tourists. It is a member-owned organization with approximately 150 members, a number that has been stable for several years. The organization is governed by a 9-member Board of Directors who serve three-year terms.

The property is approximately 57 acres and located in the southern area of Lanesboro. A portion of the course is outside of city limits. As a seasonal business, most sales and use are between May and September. If there is an early spring or late fall, course play may be extended but is never guaranteed. In addition to course play, the Club's restaurant has a full kitchen and bar. Additional revenue opportunities include the Pro Shop for golf supplies, snacks and equipment, the Club House for event rental, and golf cart rentals.

Request/Need

The purpose of the funding request is to assist with the installation of a new irrigation system and well house updating. The existing irrigation system is over 50 years old and is failing. It also lacks energy and water efficiency, as those have greatly improved over the past half-century. The new system will allow remote monitoring and the ability to control the system electronically. This is expected to reduce the amount of energy and water used by reducing the amount of water that is lost through system leaks. It will also reduce the amount of labor required to operate the manual system.

The EDA financing will provide funding to upgrade the well house, including a new electrical panel, piping improvements and labor.

Credit and Capacity

The Club's only debt is a new John Deere mower that is used for course maintenance. This has a monthly payment of \$618 and is expected to be paid off by the end of 2026. A review of the past three years of Profit and Loss statements show varied Net Income. The 2022 Net Income was \$9,652 and in 2023, there was a deficit of \$17,048 because the well that served the course had to be capped and a new well created. In 2024, Net Income was positive at \$1,385 which included paying off the cost of the new well. As of June 30, 2025, Net Income is positive \$67,099. This is a result of the fundraising done for the new irrigation system.

The total cost of this project is estimated to be \$432,900. The Club has raised approximately \$90,000 through fundraising efforts and \$15,000 through member assessments (valid until this project is paid in full and can be increased through board action). They are requesting \$40,000 from the Lanesboro EDA RLF program and are working with a financial institution and additional fundraising/member contributions to secure the remaining \$264,000 for the project. It has been very difficult to find funding for a non-profit, member-owned golf course. Several options have been considered, including Southern Minnesota Initiative Foundation's gap financing programs and the PACE (Property Assessed Clean Energy) program. SMIF cannot fund a non-profit and PACE requires the borrower to use PACE-approved lenders and meet specific energy/water saving requirements. PACE is still an option to be considered if the traditional financing does not come through.

Three-year projections have been created for this project using historical information including Profit and Loss statements and tax returns (2022-2024). The Debt Service Coverage Ratio (DSCR) is 1.27 for 2026. In 2027 and 2028, the projected DSCR is 1.30 and 1.36, respectively. The minimum standard for repayment in traditional financing is 1.5-2.0. The borrower is aware that they will need to take an active role in retaining/expanding membership and marketing the club to the public, as well as ensuring that expenses are kept to a minimum.

The market value of the four parcels owned by the Lanesboro Golf Club, based on the Fillmore County tax data, is \$352,700. This puts the global loan to value for the project at 86.2%. The EDA's Loan to Value is 11.3%. This is based on the mortgage alone and does not include any assets that would fall under the UCC-1 filing or Security Agreement.

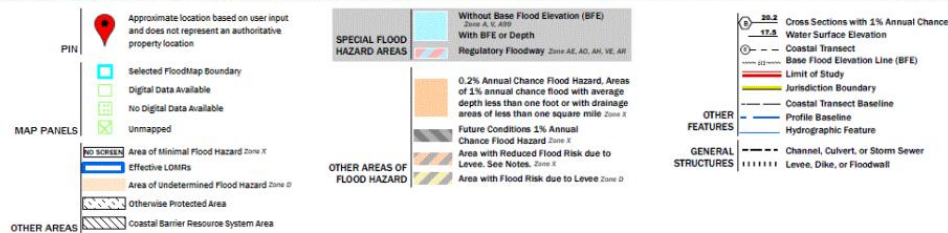
The Board members are working on a capital campaign to encourage members to invest in the club. This may reduce the amount of money borrowed from the traditional lender (or PACE) but will create debt that will need to be paid back in the future. They are also evaluating additional fundraising opportunities to reduce the amount of money borrowed.

Collateral

The borrower can provide the EDA with a mortgage position on the property it owns (there is no debt on the land or buildings). If the EDA closes its loan prior to the financial institution (or PACE), it will have a first position mortgage. However, the financial institution (or PACE) will request a subordination of that first position for their closing. This is a common practice and makes sense from the standpoint of who is incurring the higher risk (i.e., the bank as it is lending a substantially larger amount than the EDA).

Additional collateral will be held in the form of a blanket UCC-1 filing on furniture, fixtures and equipment, a Security Agreement (to be filed with the UCC-1), and a signed corporate guarantee.

The property borders Flood Zone A as shown below. The Golf Course is not required to have flood insurance and will be required to list the City of Lanesboro as a loss payee on their property and business insurance policies.



Terms and Conditions

The loan request for \$40,000 will be amortized over seven (7) years at a rate of 2.0%. Payments will be made quarterly to accommodate the seasonality of the business and the loan can be paid in full at any time without penalty.

Recording and closing fees for the EDA loan include*:

- Application fee - \$100.00
- Mortgage recording fee - \$46.00
- Mortgage registration tax - \$92.00
- UCC-1 filing fee - \$20.00
- Closing fee - \$500.00

These fees will be paid by the borrower at the time of closing. *Subject to change.

This approval is contingent upon approval from USDA and that appropriate authorization from the Club's Board of Directors is obtained prior to closing (e.g., meeting minutes specifying who is allowed to act on behalf of the Board in this capacity, permitting the requested collateral to be assigned, the maximum amount allowed to borrow and any other requirements noted by the EDA staff or City Attorney).

Closing will occur at the time of the closing for the primary lender.

The primary lender is considering a quarterly payment schedule that offsets the EDA payment schedule so all payments are not due in the same month.

Impact to Community

The Lanesboro Golf Club has been in existence for 100 years in 2025. It has weathered many economic downturns and upswings (2 World Wars, the Great Depression, Post-9/11, the Great Recession, Covid Pandemic, etc.). The current Board is committed to the success of this organization and is taking steps to ensure a secure financial future, including potential succession planning. The organization employs one full-time staff member and twelve part-time staff with average wages of \$20 and \$15 respectively.

The golf course is an amenity that residents and visitors enjoy for a round of golf and/or a relaxing meal after a day of shopping, trail riding, or river activities. Lanesboro is well known as a tourist destination and through marketing and partnerships, the golf course helps fill a niche for outdoor tourism. Its facilities are available to rent for events such as reunions, baby and wedding showers, graduations and birthday and corporate parties. They are also evaluating ways to use the club house during the off season (when the water is turned off) and have increased marketing efforts to publicize that it is open to the public.

If the project is not completed, the course may be forced to cease operations or greatly change how it is managed. This would result in job loss and closing a community asset that has been around for multiple generations.

Staff Recommendation

EDA staff has thoroughly reviewed the financial history and projections as well as the title history for this project. The concerns about the debt service and seasonal income are acknowledged and have been communicated to the borrower and the potential bank lender. Staff recommends approval of this loan with the terms and conditions outlined above.

If approved, staff will continue to work with leadership at the Club to find additional ways to increase revenue and decrease expenses. The organization is also considering succession planning as they evaluate the future of the course.

Bank	\$ 264,000	6.50%	20 years
Assessment	\$ 15,000		
EDA	\$ 40,000	2.00%	7 years
Cash	\$ 113,900		
Purchase Price	<u>\$ 432,900</u>		
Need	\$ 432,900		
Gap	\$ -		
Estimated Value	\$450,000		

Collateral	Bank	EDA	
Mortgage	\$ 264,000	\$ 40,000	\$ 304,000
UCC-1			
Total	<u>\$ 264,000</u>	<u>\$ 40,000</u>	

	2026	2027	2028
Total Revenue	\$ 312,034	\$ 314,234	\$ 320,734
Total Expense	\$ 291,886	\$ 292,776	\$ 296,834
Net Income	<u>\$ 20,148</u>	<u>\$ 21,458</u>	<u>\$ 23,900</u>
Add back Interest	\$ 17,759	\$ 17,206	\$ 16,589
Cash Available to Service Debt	<u>\$ 37,907</u>	<u>\$ 38,664</u>	<u>\$ 40,489</u>
Debt Service			
Loan Interest	\$ 17,759	\$ 17,206	\$ 16,589
Principal Payments			
Bank	\$ 6,683	\$ 7,128	\$ 7,602
EDA	\$ 5,378	\$ 5,486	\$ 5,597
Total Debt Service	<u>\$ 29,820</u>	<u>\$ 29,820</u>	<u>\$ 29,789</u>
Debt Service Ratio	1.27	1.30	1.36

Parcel #	Market Value	Acres	
190397000	\$ 30,700.00	8.95	
190397020	\$ 183,100.00		Building Site
190398010	\$ 30,000.00		Course
180180010	\$ 108,900.00	23.4	
	<u>\$ 352,700.00</u>		
Loan to Value	86.2%	Global	
	11.3%	EDA only	