

**Lanesboro City Council
Special Meeting Agenda
Wednesday, February 18, 2026 at 6:00 p.m.
Lanesboro Community Center – City Council Chambers**

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/83610197898?pwd=4HKqmvKoTMGXuNNsxAmWx7RV6Df9yL1>

Meeting ID: 836 1019 7898 | Passcode: 212684

Council Member Mindy Albrecht-Benson will participate remotely.

Public Hearing on Municipal Consent – 6:00 p.m. - Minnesota Trunk Highway 250 Road & Utility Improvement Project

Call the Special Meeting to Order

A. Agenda Approval

Motion _____ **Second** _____

B. **Consent Agenda**

a. Ratify Hire of Lucas Wahl, Library Director

b. Ratify Hire of Ruth Mikos, Assistant Librarian

Motion _____ **Second** _____

C. Consider Resolution 2026-24 - TH250 Road and Utility Project Layout Approval

Motion _____ **Second** _____

D. Discuss Payment Options for Permanent Easement and Temporary Easement Acquisitions

Motion _____ **Second** _____

E. Consider Request for League of Minnesota Cities Capital Day on the Hill Reimbursement

Motion _____ **Second** _____

Adjourn Special Meeting

**CITY OF LANESBORO
RESOLUTION NO. 2026-24**

A Resolution for TH250 Road and Utility Project Layout Approval

At a meeting of the City Council of the City of Lanesboro, held on the 18th day of February, 2026, the following Resolution was offered by City Council Member _____ and was seconded by City Council Member _____ to wit:

WHEREAS, the Commissioner of Transportation has prepared a final layout for State Project 2319-21 on Trunk Highway 250, from The Sheridan Street Intersection to Bridge # 23027 within the City of Lanesboro for roadway improvements; and seeks the approval thereof, as described in Minnesota Statutes 161.162 to 161.167; and

WHEREAS, said final layout is on file in the District 6 Minnesota Department of Transportation office, Rochester, Minnesota, being marked as Layout No. 1B, S.P. 2319-21.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANESBORO, MINNESOTA that said final layout for the improvement of said Trunk Highway within the corporate limits be and is hereby approved.

Upon the call of the roll, the following Council Members voted in favor of the Resolution:

The following Council Members voted against its adoption:

Passed by the City Council of Lanesboro, Minnesota this 18th day of February, 2026.

Alicia Pearson
Its: Mayor

Attested:

State of Minnesota
County of Fillmore
City of Lanesboro

I do hereby certify that the foregoing Resolution is a true and correct copy of a resolution presented to and adopted by the Council of the City of Lanesboro, Minnesota at a duly authorized meeting thereof held on the 18th day of February, 2026, as shown by the minutes of said meeting in my possession.

Mitchell Walbridge
Its: City Administrator/Clerk



Minnesota Department of Transportation

District 6

2900 48th Street NW, Rochester ,MN

December 22, 2025

Mitchell Wallbridge
City Administrator
City of Lanesboro
202 Parkway Avenue North
Lanesboro, MN 55949

RE: Request for City Approval (Municipal Consent) of the Final Layout for SP 2319-21

Dear Mitchell,

MnDOT is proceeding with plans to complete State Project 2319-21, Highway 250 Reconstruction. In accordance with Minnesota Statute 161.164, I am submitting for City approval the project's Final Layout, identified as Layout No. 1B, S.P. 2319-21.

The City's approval (municipal consent) is required for this project because it alters access and requires acquisition of permanent rights of way (permanent right of way includes the acquisition of permanent easements). Municipal consent of MnDOT projects is described in Minnesota Statutes 161.162 through 161.167 (attached).

Approval or disapproval of the final layout is by resolution of the City Council. (A sample resolution is attached). However, if the City neither approves nor disapproves the final layout within 90 days of the public hearing, the layout is deemed approved (per MN Statute 161.164).

The deadlines (per MN Statute 161.164) for the City's responsibilities regarding municipal consent of the attached layout are as follows, based on a submittal date of the final layout to the City of December 22, 2025:

- Within 15 days of receiving the final layout, schedule a public hearing (by January 6, 2026).
- Within 60 days of receiving the final layout, conduct the public hearing (by February 20, 2026).
- Provide at least 30-days' notice of the public hearing.
- Within 90 days of the public hearing, approve or disapprove the layout by resolution (by March 22, 2026).

MnDOT will attend the public hearing to present the final layout and answer questions, as required by statute.

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Project Purpose

The project purpose is to improve the ride and extend the useful life of the highway. The existing pavement is deteriorating, the pedestrian and storm sewer facilities do not meet current standards, and the city utilities are original.

Project Description

The project starts at the intersection of Highway 16 and Highway 250 at the south end. The project extends to the north from this point up to a point just west of the bridge that crosses the South Branch Root River.

Planned Project Schedule

- Project Scoping & Public Engagement: 2023-2025 (Complete)
- Layout and Construction Limits: December 3, 2025 (Complete)
- Final Design & Right-Of-Way Acquisition: 2025-2026
- Prepare & Send Municipal Consent Package to City: December 2025
- Conduct Public Hearing: January 2026
- Pass Resolution Approving/Disproving Municipal Consent by City: February 2026
- Project Letting: February 24, 2027
- Project Construction (Tentative): April – November, 2027

City's Estimated Project Costs

Some project costs are the City's responsibility, as detailed in MnDOT's cost participation policy. (See the policy and the *Cost Participation and Maintenance with Local Units of Government Manual* at MnDOT's this website: <http://www.dot.state.mn.us/policy/financial/fm011.html>).

The estimated city project costs are still under refinement as the project design moves forward. Based off the preliminary estimate, the City of Lanesboro's total cost participation for the project is a range of \$7,000,000 to \$8,000,000. Project cost estimates will continue to be refined as design progresses and should be expected to change as the design is finalized. Actual project costs will be determined at project letting based off the winning contractor's actual unit prices.

The preliminary cost estimate is attached. The cost estimate also shows MnDOT's estimated costs.

City's Maintenance Responsibilities

Upon completion of the Project, the City will provide the following without cost or expense to the State. These responsibilities reflect MNDOT's standard municipal agreement provisions and established maintenance policy.

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1. Storm Sewers. Routine maintenance of all constructed and existing storm sewer facilities. Routine maintenance includes, but is not limited to, removal of sediment, debris, vegetation, and ice from grates and catch basins, and any other maintenance activities necessary to preserve the facilities and to prevent conditions such as flooding, erosion, or sedimentation, this also includes informing the District Maintenance Engineer of any needed repairs.
2. Sidewalks. Maintenance of any sidewalk construction and pedestrian ramps. Maintenance includes, but is not limited to, snow, ice, and debris removal, patching, crack repair, panel replacement, cross street pedestrian crosswalk markings, vegetation control of boulevards (if any) and any other maintenance activities necessary to perpetuate the sidewalks in a safe, useable, and aesthetically acceptable condition.
3. Bikeways/Shared Use Paths. Maintenance of any bikeways and shared use paths construction. Maintenance includes, but is not limited to, snow and ice control/removal, sweeping and debris removal, patching, crack repair, pavement replacement, vegetation control, signing, pavement markings, and any other maintenance activities necessary to perpetuate the bikeways and shared use paths in a safe and usable condition.
4. Lighting. The City will own and be responsible for all major and minor maintenance of the lighting system on Highway 250. Maintenance of electrical lighting systems includes everything within the system, from the point of attachment to the power source or utility, to the last light on the feed point, including but not limited to re-lamping of lighting units or replacing of LED luminaires, repair or replacement of all damaged luminaire glassware, loose connections, luminaires when damaged or when ballasts fail, photoelectric control on luminaires, defective starter boards or drivers, damaged fuse holders, blown fuses, knocked down poles including wiring within the poles, damaged poles, pull boxes, underground wire, damaged foundations, equipment pad, installation of approved splices or replacement of wires, repair or extending of conduit, lighting cabinet maintenance including photoelectric cell, electrical distribution system, Gopher State One Call (GSOC) locates, and painting of poles and other equipment. The City will be responsible for the hook up cost and application to secure an adequate power supply to the service pad or pole and will pay all monthly electrical service expenses necessary to operate the lighting facility.

Maintenance Responsibilities of State

Upon completion of the Project, the State will provide the following without cost or expense to the City. These responsibilities reflect MNDOT's standard municipal agreement provisions and established maintenance policy.

1. Storm sewers – the State will be responsible for non-routine storm sewer system maintenance. Non-routine storm sewer system maintenance is defined as removal of sediment from within the pipes; and replacement, reconstruction, rehabilitation, or improvement of portions of storm water drainage infrastructure such as castings, manhole or catch basin structures, and pipe segments or aprons, including rip-rap.
2. Centerline culverts - the State will be responsible for all maintenance of centerline culverts under the trunk highway.

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3. Pavement markings - the State will be responsible for all maintenance of pavement markings on Highway 250 except crosswalk markings.

Please feel free to contact me if you have any questions about this submittal.

Sincerely,

Tony Rotchadl, PE
Project Manager
Bolton & Menk, Inc.
1960 Premier Drive
Mankato, MN 56001
C: 507-995-3288

Attachments:

Final Layout for SP 2319-21, dated 12-3-2025
MN Statutes 161.162 – 161.167
Estimated Project Costs
Sample City Resolution

cc: File

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Table 1 - Preliminary Cost Estimate

TOTAL PROJECT			
Item	Estimated Construction Cost	Estimated Engineering, Administration, Inflation, and Financing Cost	Total Estimated Project Cost
Street & Site (Mainline)	\$3,623,796.45	\$1,630,187.08	\$5,253,983.53
Street & Site (Parking)	\$270,793.20	\$118,406.23	\$389,199.43
Sidewalk (Commercial)	\$167,138.30	\$75,455.96	\$242,594.26
Sidewalk (Residential)	\$816,748.50	\$372,354.61	\$1,189,103.11
Storm Sewer	\$1,112,599.00	\$497,275.74	\$1,609,874.74
Sanitary Improvements	\$1,139,099.40	\$531,293.80	\$1,670,393.20
Watermain Improvements	\$1,772,185.00	\$922,542.90	\$2,694,727.90
Total Estimated Project Costs	\$8,902,359.85	\$4,147,516.31	\$13,049,876.16
MnDOT COST SHARE			
Item	Estimated Construction Cost	Estimated Engineering, Administration, Inflation, and Financing Cost	Total Estimated Project Cost
Street & Site (Mainline)	\$2,723,556.45	\$708,124.68	\$3,431,681.13
Street & Site (Parking)	\$235,137.00	\$61,135.62	\$296,272.62
Sidewalk (Commercial)	\$111,038.70	\$28,870.06	\$139,908.76
Sidewalk (Residential)	\$555,309.35	\$144,380.43	\$699,689.78
Storm Sewer	\$915,919.00	\$238,138.94	\$1,154,057.94
Sanitary Improvements	\$0.00	\$0.00	\$0.00
Watermain Improvements	\$0.00	\$0.00	\$0.00
Total Estimated Project Costs	\$4,540,960.50	\$1,180,649.73	\$5,721,610.23
CITY COST SHARE			
Item	Estimated Construction Cost	Estimated Engineering, Administration, Inflation, and Financing Cost	Total Estimated Project Cost
Street & Site (Mainline)	\$900,240.00	\$922,062.40	\$1,822,302.40
Street & Site (Parking)	\$35,656.20	\$57,270.61	\$92,926.81
Sidewalk (Commercial)	\$56,099.60	\$46,585.90	\$102,685.50
Sidewalk (Residential)	\$261,439.15	\$227,974.18	\$489,413.33
Storm Sewer	\$196,680.00	\$259,136.80	\$455,816.80
Sanitary Improvements	\$1,139,099.40	\$531,293.80	\$1,670,393.20
Watermain Improvements	\$1,772,185.00	\$922,542.90	\$2,694,727.90
Total Estimated Project Costs	\$4,361,399.35	\$2,966,866.58	\$7,328,265.93

Minnesota Statutes

161.162 – 161.167

2013 Minnesota Statutes

161.162 DEFINITIONS.

Subdivision 1. **Applicability.** The terms in sections 161.162 to 161.167 have the meanings given them in this section and section 160.02.

Subd. 2. **Final layout.** (a) "Final layout" means geometric layouts and supplemental drawings that show the location, character, dimensions, access, and explanatory information about the highway construction or improvement work being proposed. "Final layout" includes, where applicable, traffic lanes, shoulders, trails, intersections, signals, bridges, approximate right-of-way limits, existing ground line and proposed grade line of the highway, turn lanes, access points and closures, sidewalks, proposed design speed, noise walls, transit considerations, auxiliary lanes, interchange locations, interchange types, sensitive areas, existing right-of-way, traffic volume and turning movements, location of storm water drainage, location of municipal utilities, project schedule and estimated cost, and the name of the project manager.

(b) "Final layout" does not include a cost participation agreement. For purposes of this subdivision "cost participation agreement" means a document signed by the commissioner and the governing body of a municipality that states the costs of a highway construction project that will be paid by the municipality.

Subd. 3. **Final construction plan.** "Final construction plan" means the set of technical drawings for the construction or improvement of a trunk highway provided to contractors for bids.

Subd. 4. **Governing body.** "Governing body" means the elected council of a municipality.

Subd. 5. **Municipality.** "Municipality" means a statutory or home rule charter city.

History: 2001 c 191 s 3; 2002 c 364 s 3

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161.163 HIGHWAY PROJECT REVIEW.

Subdivision 1. **Projects requiring review.** Sections 161.162 to 161.167 apply only to projects that alter access, increase or reduce highway traffic capacity, or require acquisition of permanent rights-of-way.

Subd. 2. **Traffic safety measures.** Nothing contained in sections 161.162 to 161.167 limits the power of the commissioner to regulate traffic or install traffic-control devices or other safety measures on trunk highways located within municipalities regardless of their impact on access or traffic capacity or on the need for additional right-of-way.

Subd. 3. **Construction program.** Nothing contained in sections 161.162 to 161.167 limits the commissioner's discretion to determine priority and programming of trunk highway projects.

History: 2001 c 191 s 4

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161.164 FINAL LAYOUT APPROVAL PROCESS.

Subdivision 1. **Submission of final layout.** Before proceeding with the construction, reconstruction, or improvement of any route on the trunk highway system lying within any municipality, the commissioner shall submit to its governing body a final layout and project report covering the purpose, route location, and proposed design of the highway. The final layout must be submitted as part of a report containing any supporting data that the commissioner deems helpful to the governing body in reviewing the final layout submitted. The supporting data must include a good-faith cost estimate of all the costs in which the governing body is expected to participate. The final layout must be submitted before final decisions are reached so that meaningful early input can be obtained from the municipality.

Subd. 2. **Governing body action.** (a) Within 15 days of receiving a final layout from the commissioner, the governing body shall schedule a public hearing on the final layout. The governing body shall, within 60 days of receiving a final layout from the commissioner, conduct a public hearing at which the Department of Transportation shall present the final layout for the project. The governing body shall give at least 30 days' notice of the public hearing.

(b) Within 90 days from the date of the public hearing, the governing body shall approve or disapprove the final layout in writing, as follows:

(1) If the governing body approves the final layout or does not disapprove the final layout in writing within 90 days, in which case the final layout is deemed to be approved, the commissioner may continue the project development.

(2) If the final construction plans contain changes in access, traffic capacity, or acquisition of permanent right-of-way from the final layout approved by the governing body, the commissioner shall resubmit the portion of the final construction plans where changes were made to the governing body. The governing body must approve or disapprove the changes, in writing, within 60 days from the date the commissioner submits them.

(3) If the governing body disapproves the final layout, the commissioner may make modifications requested by the municipality, decide not to proceed with the project, or refer the final layout to an appeal board. The appeal board shall consist of one member appointed by the commissioner, one member appointed by the governing body, and a third member agreed upon by both the commissioner and the governing body. If the commissioner and the governing body cannot agree upon the third member, the chief justice of the Supreme Court shall appoint a third member within 14 days of the request of the commissioner to appoint the third member.

Subd. 3. **Appeal board.** Within 30 days after referral of the final layout, the appeal board shall hold a hearing at which the commissioner and the governing body may present the case for or against approval of the final layout referred. Not later than 60 days after the hearing, the appeal board shall recommend approval, recommend approval with modifications, or recommend disapproval of the final layout, making additional recommendations consistent with state and federal requirements as it deems appropriate. It shall submit a written report containing its findings and recommendations to the commissioner and the governing body.

History: 2001 c 191 s 5

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2013 Minnesota Statutes

161.165 COMMISSIONER ACTION; INTERSTATE HIGHWAYS.

Subdivision 1. **Applicability.** This section applies to interstate highways.

Subd. 2. **Action on approved final layout.** (a) If the appeal board recommends approval of the final layout or does not submit its findings and recommendations within 60 days of the hearing, in which case the final layout is deemed approved, the commissioner may prepare substantially similar final construction plans and proceed with the project.

(b) If the final construction plans change access, traffic capacity, or acquisition of permanent right-of-way from the final layout approved by the appeal board, the commissioner shall submit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 3. **Action on final layout approved with changes.** (a) If, within 60 days, the appeal board recommends approval of the final layout with modifications, the commissioner may:

(1) prepare final construction plans with the recommended modifications, notify the governing body, and proceed with the project;

(2) decide not to proceed with the project; or

(3) prepare final construction plans substantially similar to the final layout referred to the appeal board, and proceed with the project. The commissioner shall, before proceeding with the project, file a written report with the governing body and the appeal board stating fully the reasons for doing so.

(b) If the final construction plans contain changes in access or traffic capacity or require additional acquisition of permanent right-of-way from the final layout reviewed by the appeal board or the governing body, the commissioner shall resubmit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 4. **Action on disapproved final layout.** (a) If, within 60 days, the appeal board recommends disapproval of the final layout, the commissioner may either:

(1) decide not to proceed with the project; or

(2) prepare final construction plans substantially similar to the final layout referred to the appeal board, notify the governing body and the appeal board, and proceed with the project. Before proceeding with the project, the commissioner shall file a written report with the governing body and the appeal board stating fully the reasons for doing so.

(b) If the final construction plans contain changes in access or traffic capacity or require additional acquisition of permanent right-of-way from the final layout reviewed by the appeal board or the governing body, the commissioner shall resubmit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 5. **Final construction plans issued.** The commissioner shall send a complete set of final construction plans to the municipality at least 45 days before the bid opening for informational purposes.

History: 2001 c 191 s 6

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2013 Minnesota Statutes

161.166 COMMISSIONER ACTION; OTHER HIGHWAYS.

Subdivision 1. **Applicability.** This section applies to trunk highways that are not interstate highways.

Subd. 2. **Action on approved final layout.** If the appeal board recommends approval of the final layout or does not submit its findings or recommendations within 60 days of the hearing, in which case the the final layout is deemed approved, the commissioner may prepare substantially similar final construction plans and proceed with the project. If the final construction plans change access or traffic capacity or require additional acquisition of right-of-way from the final layout approved by the appeal board, the commissioner shall submit the portion of the final construction plan that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 3. **Action on final layout approved with changes.** (a) If the appeal board approves the final layout with modifications, the commissioner may:

- (1) prepare final construction plans including the modifications, notify the governing body, and proceed with the project;
- (2) decide not to proceed with the project; or
- (3) prepare a new final layout and resubmit it to the governing body for approval or disapproval under section 161.164, subdivision 2.

(b) If the final construction plans contain changes in access or traffic capacity or require additional acquisition of permanent right-of-way from the final layout reviewed by the appeal board or the governing body, the commissioner shall resubmit the portion of the final construction plans that shows the changes, to the governing body for its approval or disapproval under section 161.164, subdivision 2.

Subd. 4. **Action on disapproved final layout.** If the appeal board disapproves the final layout, the commissioner may:

- (1) decide not to proceed with the project; or
- (2) prepare a new final layout and submit it to the governing body for approval or disapproval under section 161.164, subdivision 2.

Subd. 5. **Final construction plans issued.** The commissioner shall send a complete set of final construction plans to the municipality at least 45 days before the bid opening for informational purposes.

History: 2001 c 191 s 7

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161.167 REIMBURSEMENT OF EXPENSES.

Members of the appeal board shall submit to the commissioner an itemized list of the expenses incurred in disposing of matters presented to them. The appeal board members shall be reimbursed for all reasonable expenses incurred by them in the performance of their duties. The commissioner shall pay these costs out of the trunk highway fund.

History: 2001 c 191 s 8

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From: [Alicia Pearson](#)
To: [Mitchell Walbridge](#)
Subject: City Day on the Hill
Date: Wednesday, February 11, 2026 8:18:30 PM

Hi Mitchell,

I'd like to attend this meeting, including mileage and lodging. Can we add to the March meeting, please? (or a special meeting if we need one for anything else).

<https://www.lmc.org/learning-events/events/league-events/cdoh/>

Our price is \$99 + mileage + a room which would be around 150.

Thanks,

Alicia Pearson

Mayor | City of Lanesboro, MN

Phone: 507-467-3722

Email: apearson@lanesboro-mn.gov

City of Lanesboro

P.O. Box 333

202 Parkway Avenue South

Lanesboro, MN 55949

www.lanesboro-mn.gov