Lanesboro City Council
Regular Meeting Agenda
Monday, July 6, 2026 at 6:00 p.m.
Lanesboro City Council Chambers

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https://us02web.zoom.us/j/81676938481?pwd=ji7e6xXBzqYeyWhu4JoIeVZxTEPIPJ.1
Meeting ID: 816 7693 8481 | Passcode: 803467

Public Hearing: The Lanesboro City Council will hear public comments regarding its consideration of the transfer of powers and duties of the Local Board of Appeal and Equalization to the Fillmore County Board. This action is considered pursuant to Minnesota Statutes, Section 274.01, Subdivision 3, which authorizes a city to transfer the powers and duties of its Local Board of Appeal and Equalization to the County Board.

Call the Regular Meeting to Order

A. Agenda Approval
   Motion _________________ **Second** __________________
B. Public Comments
C. Approval of Minutes
   a. Minutes of Regular Meeting, June 1, 2026
   b. Minutes of Special Meeting, June 11, 2026
   Motion _________________ **Second** __________________
D. Consent Agenda
   a. Accounts Payable
   b. Resolution 2026-36 Accepting Donations for the Lanesboro Fire Department
   c. Resolution 2026-37 Appointing Election Judges for the Primary Election of August 11, 2026 and General Election of November 3, 2026
   Motion _________________ **Second** __________________

Continued Business

A. Discuss Managed IT and Cybersecurity Services
   Motion _________________ **Second** __________________
B. Consider Resolution 2026-38 Ratification of Lanesboro Fire Relief Association Pension Benefit Level
   Motion _________________ **Second** __________________
C. Consider Resolution 2026-39 Transferring Powers and Duties of Local Board of Appeal and Equalization
   Motion _________________ **Second** __________________

New Business

A. Consider Zoning Commission's Recommendation to Grant Variance for Parcel ID 190300010 – 603-1/2 Auburn Avenue South
   Motion _________________ **Second** __________________
B. Consider Zoning Commission's Recommendation to Grant Variance for Parcel 190247000 – 302 Kirkwood Street East
   Motion _________________ **Second** __________________
C. Consider Purchase of Street Sweeper
   Motion _________________ **Second** __________________
D. Consider Park Board Recommendation to Replace Water Heater at City Hall
   Motion _________________ **Second** __________________
E. Consider Authorizing Minnesota PERA Cost Analysis for Statewide Volunteer Firefighter Plan
   Motion _________________ **Second** __________________
F. Consider Easement Agreements for North Bluff Holiday Tree
   Motion _________________ **Second** __________________
G. Consider Revolving Loan Fund Application from Village Depot, Inc.
   Motion _________________ **Second** __________________

Next Meeting Date: August 3, 2026 - 6:00 p.m.

Adjourn Regular Meeting

Lanesboro City Council
Regular Meeting Minutes
Monday, June 1, 2026 – 5:00 p.m.
Lanesboro City Council Chambers

Present Members:
☒ Mindy Albrecht-Benson ☒ Chase Bakke ☒ Joe Cullen ☒ Alicia Pearson ☒ Kathryn Wade
Staff:
☒ Mitchell Walbridge ☒ Darla Taylor ☐ David Haugen ☐ Mark Lawstuen ☐ Jerod Wagner
☒ Joseph O'Koren ☐ Michelle Marotzke

Mayor Pearson called the regular meeting of the Lanesboro City Council to order at 6:00 p.m.

A. **Agenda Approval:** A motion was made by Member Wade to approve the agenda; Member Albrecht-Benson seconded the motion. All members voted in favor; motion carried.
B. **Public Comments:** Mayor Pearson made a public comment regarding the Minnesota Trout Unlimited Root River Habitat Project, stating that tree removal and tree replacement are both part of the project.
C. **Approval of Minutes:**
   a. Minutes of Regular Meeting, April 6, 2026
   b. Minutes of Regular Meeting, April 27, 2026

   A motion was made by Member Wade to approve the minutes as presented; Member Albrecht-Benson seconded the motion. All members voted in favor; motion carried.
D. **Consent Agenda:**
   a. Accounts Payable
   b. Arbor Day Proclamation
   c. Approve Lanesboro Booster Club Gambling Permit
   d. Ratify Hire of Jaden Dahl, Seasonal Park Employee
   e. Resolution 2026-35 Accepting Donations to the Lanesboro Fire Department
   f. Street Closure Request – July 31, 2026 – Firemen's Relief Association Street Dance

   A motion was made by Member Albrecht-Benson to approve the Consent Agenda; Mayor Pearson seconded the motion. All members voted in favor; motion carried.

Mayor Pearson closed the meeting at 6:02 p.m. pursuant to attorney-client privilege to discuss active or pending litigation under Minn. Stat. §13D.05, Subd. 3(b). The City Council closed the meeting to discuss litigation strategies with legal counsel regarding a contract dispute with Sparrow Valley Properties LLC. A response from Sparrow Valley Properties LLC to the City's complaint was received.

A motion was made by Member Albrecht-Benson to resume the open session; Member Wade seconded the motion. All members voted in favor; motion carried. The meeting resumed in open session at 6:22 p.m.

Department Reports
A. Administration: City Administrator/City Clerk Mitchell Walbridge presented an administration update to the City Council.
   - Administrator Walbridge completed 40 hours of continuing education at the 2026 MCFOA Minnesota Municipal Clerks Institute.
   - Legislation from the 2026 Minnesota legislative session was summarized.
   - Administration continues to pursue federal funding and Public Facilities Authority funds for the TH250 Road/Utility Project scheduled for 2027.

- Administration is approximately two-thirds complete in obtaining temporary construction easements for the TH250 Road/Utility Project.
- Administrative staff will be working on election administration, FY2027, and ordinance/policy updates in the coming months.

New Business

A. **Consider Request from Bluff Country Church:** The City received a request from Bluff Country Church to waive mobile food unit regulations, including licensing and vending location requirements, for a June 14 event in Sylvan Park. A motion was made by Member Albrecht-Benson to deny the request; Member Cullen seconded the motion. Members discussed the intent of the regulations and the importance of consistent enforcement. All members voted in favor; motion carried.

B. **Consider Public Utility Commission Recommendation for North Water Tower Rehabilitation Work Order:** The Public Utility Commission recommended that the City Council initiate a work order for maintenance and rehabilitation of the north water tower. The work order, submitted by Bolton & Menk, Inc., the City's engineering firm, is in a not-to-exceed amount of $49,000. The scope includes facilitating the public bidding process and providing on-site construction supervision for the duration of the project.
A motion was made by Member Albrecht-Benson to approve City engagement of the work order; Member Bakke seconded the motion. All members voted in favor; motion carried.

C. **Consider Estimate from Durst Outdoor Services for Legion Alley Repair:** Following sewer line repair work in the alley behind the Lanesboro American Legion, Public Works recommended approval of an estimate from Durst Outdoor Services to install an asphalt patch at the work site. Two bids were obtained; Durst Outdoor Services submitted the lowest quote.
A motion was made by Member Wade to approve the quote from Durst Outdoor Services; Member Albrecht-Benson seconded the motion. All members voted in favor; motion carried.

D. **Consider Driftless Goat Company, LLC Agreement for Sylvan Park Hillside Project:** The Lanesboro Park Board recommended approval of a rental agreement with Driftless Goat Company LLC for vegetation management on the Ridgeview Hillside in Sylvan Park. Recent work was completed to eradicate invasive vegetation, including buckthorn.
City Administrator Walbridge asked the City Council to evaluate the minimal risk associated with goats in a public park, as well as the use of an electric fence in a public space.
A motion was made by Mayor Pearson to approve the rental agreement; Member Bakke seconded the motion. Members requested signage be posted around the work site to reduce any liability. All members voted in favor; motion carried.

E. **Consider Revolving Loan Fund Application – Bluffscape Amish Tours:** City Administrator Walbridge presented a revolving loan fund request for $22,000 at two-percent interest over a seven-year term. The application was submitted by Bluffscape Amish Tours, now owned by Eric and Shayla Gehrke. Both the Loan Review Committee and the Lanesboro Economic Development Authority recommended approval.
A motion was made by Member Albrecht-Benson to issue the loan with the $22,000 loan with a term of seven years and two-percent interest; Mayor Pearson seconded the motion. All members voted in favor; motion carried.

F. **Consider Adoption of Minnesota Records Retention Schedule:** City Administrator Walbridge explained that the City of Lanesboro does not have an officially adopted records retention schedule on file with the Minnesota Historical Society State Archives Department. He recommended adoption of the Minnesota General Records Retention Schedule for Cities established by the Minnesota Records Disposition Panel.
A motion was made by Member Wade to adopt City of Lanesboro Resolution 2026-34 Adopting the

Minnesota General Records Retention Schedule for Cities; Member Albrecht-Benson seconded the motion. All members voted in favor; motion carried.

G. **Discuss Managed IT and Cybersecurity Services:** City Administrator Walbridge requested that the City Council determine next steps for managed IT services and cybersecurity upgrades, as the City is currently lacking in these areas. Two proposals were presented: one from Marco and one from Coordinated Business Systems, Ltd.
   Members requested additional time to review the proposals and obtain an evaluation from the League of Minnesota Cities Information Technology team. A motion was made by Member Bakke to table discussion until the July meeting; Member Albrecht-Benson seconded the motion. All members voted in favor; motion carried.

H. **Discuss City Website Project:** City Administrator Walbridge requested that the City Council review proposals for a new city website. The City must comply with Web Content Accessibility Guidelines (WCAG) Version 2.1, Levels A and AA, no later than April 26, 2028.
   Administrator Walbridge noted that developing a new site will take time, vendors will become increasingly busy due to demand for compliance, and there is value in implementing a new website ahead of the TH250 Road and Utility Construction Project as a communication tool.
   Upon review, members noted their preference for the thoroughness, cost, and local presence demonstrated by SMG Web Design.
   A motion was made by Member Wade to engage with the SMG Web Design proposal, Option 2 in the proposal, which is a four-year agreement at $1,800 per year; Member Bakke seconded the motion. All members voted in favor; motion carried.

Mayor Pearson adjourned the meeting at 7:18 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk

Lanesboro City Council
Special Meeting Minutes
Thursday, June 11, 2026 – 12:00 p.m.
Lanesboro City Council Chambers

Present Members:
☒ Mindy Albrecht-Benson ☒ Chase Bakke ☐ Joe Cullen ☒ Alicia Pearson ☐ Kathryn Wade
Staff:
☒ Mitchell Walbridge ☐ Darla Taylor ☐ David Haugen ☐ Mark Lawstuen ☐ Jerod Wagner
☐ Joseph O'Koren ☐ Michelle Marotzke

Member Bakke participated remotely.

Mayor Pearson called the special meeting of the City Council to order at 12:05 p.m.

Agenda Approval: A motion was made by Member Albrecht-Benson to approve the agenda; Mayor Pearson seconded the motion. On a roll call vote, all members voted in favor; motion carried.

A. **Consider Approval of Temporary Liquor License – Lanesboro American Legion – June 13, 2026:** A motion was made by Member Albrecht-Benson to approve the liquor license application; Member Bakke seconded the motion. On a roll call vote, all members voted in favor; motion carried.

Mayor Pearson adjourned the meeting at 12:06 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk

CITY OF LANESBORO

Payments

Current Period: June 2026

Payments Batch 06152026PAY $50,179.07

Refer 20260545 *TAYLOR, DARLA* -
Cash Payment E 100-41500-135 Employer Paid Other Cell Phone $50.00
Invoice
Transaction Date 5/28/2026 OPERATIONAL ACC 10100 **Total** $50.00

Refer 20260546 *WALBRIDGE, MITCHELL* -
Cash Payment E 100-41500-135 Employer Paid Other Cell Phone $50.00
Invoice
Transaction Date 5/28/2026 OPERATIONAL ACC 10100 **Total** $50.00

Refer 20260547 *WAHL, LUCAS* -
Cash Payment E 211-45500-135 Employer Paid Other Cell Phone $50.00
Invoice
Transaction Date 5/28/2026 OPERATIONAL ACC 10100 **Total** $50.00

Refer 20260548 *LAWSTUEN, MARK* -
Cash Payment E 100-45200-135 Employer Paid Other Cell Phone $50.00
Invoice
Transaction Date 5/28/2026 OPERATIONAL ACC 10100 **Total** $50.00

Refer 20260549 *RUSSELL, TONY* -
Cash Payment E 100-43100-135 Employer Paid Other Cell Phone $50.00
Invoice
Transaction Date 5/28/2026 OPERATIONAL ACC 10100 **Total** $50.00

Refer 20260550 *HAUGEN, DAVID* -
Cash Payment E 100-43100-135 Employer Paid Other Cell Phone $50.00
Invoice
Transaction Date 5/28/2026 OPERATIONAL ACC 10100 **Total** $50.00

Refer 20260551 *LORI BAKKE* -
Cash Payment E 250-46500-445 EDA Project Developme $75.00
Invoice Project 2024-4
Transaction Date 5/28/2026 OPERATIONAL ACC 10100 **Total** $75.00

Refer 20260552 *SEILER, MICHAEL* -
Cash Payment E 250-46500-445 EDA Project Developme $75.00
Invoice Project 2024-4
Transaction Date 5/28/2026 OPERATIONAL ACC 10100 **Total** $75.00

Refer 20260553 *PALMER, ALISA* -
Cash Payment E 250-46500-445 EDA Project Developme $75.00
Invoice Project 2024-4
Transaction Date 5/28/2026 OPERATIONAL ACC 10100 **Total** $75.00

Refer 20260554 *CITY OF LANESBORO* -
Cash Payment E 250-46500-445 EDA Project Developme Michelle REV mtg $75.00
Invoice Project 2024-4
Cash Payment E 250-46500-445 EDA Project Developme Kathryn REV Meeting $75.00
Invoice Project 2024-4
Transaction Date 5/28/2026 OPERATIONAL ACC 10100 **Total** $150.00

Refer 20260555 *PADDLE ON COFFEE* -

CITY OF LANESBORO

Payments

Current Period: June 2026

Cash Payment	E 250-46500-445 EDA Project Developme	REV Meeting			$31.46
Invoice	5/28/2026		Project 2024-4		
Cash Payment	E 250-46500-445 EDA Project Developme	REV Workshop 06/09/26			$55.07
Invoice	6/9/2026		Project 2024-4		
Transaction Date	5/28/2026	OPERATIONAL ACC 10100		**Total**	$86.53
Refer	20260556 *AMAZON CAPITAL SERVICES*	_			
Cash Payment	E 220-42000-240 Small Tools and Minor E	Hose Reel			$99.06
Invoice 1K1Y-QXPF-64DL	5/28/2026				
Cash Payment	E 100-41500-210 Operating Supplies (GE	Keyboard/Mouse			$23.99
Invoice 111L-3JPG-4M74	5/28/2026				
Cash Payment	E 100-45200-210 Operating Supplies (GE	American Flags			$70.17
Invoice 1K73-PTNK-KY6X	6/1/2026				
Cash Payment	E 211-45500-236 Program Expense				$51.96
Invoice 1R7T-VQXX-1PRQ	6/1/2026				
Cash Payment	E 100-45200-240 Small Tools and Minor E				$51.95
Invoice 1YPC-VCJH-MXW9	6/3/2026				
Cash Payment	E 211-45500-236 Program Expense				$364.74
Invoice 1CWC-H7FG-LXGW	6/3/2026				
Cash Payment	E 100-41500-210 Operating Supplies (GE				$17.68
Invoice 1WJ4-HMVD-9T1K	6/4/2026				
Cash Payment	E 211-45500-236 Program Expense				$58.32
Invoice 1M6W-341Q-C3PK	6/4/2026				
Cash Payment	E 100-41500-210 Operating Supplies (GE				$39.97
Invoice 116R-7GFH-TTPH	6/5/2026				
Cash Payment	E 100-43100-210 Operating Supplies (GE				$59.99
Invoice 1RJT-1Y4R-GK3F	6/9/2026				
Transaction Date	5/29/2026	OPERATIONAL ACC 10100		**Total**	$837.83
Refer	20260557 *TRUCKIN AMERICA*	_			
Cash Payment	E 100-43100-240 Small Tools and Minor E				$133.00
Invoice 185672	5/20/2026				
Transaction Date	5/29/2026	OPERATIONAL ACC 10100		**Total**	$133.00
Refer	20260558 *ACENTEK*	_			
Cash Payment	E 100-45200-321 Telephone				$41.31
Invoice 13478908	6/1/2026				
Cash Payment	E 100-43100-321 Telephone				$64.95
Invoice 13478908	6/1/2026				
Cash Payment	E 220-42000-321 Telephone				$113.54
Invoice 13478908	6/1/2026				
Cash Payment	E 211-45500-321 Telephone				$86.26
Invoice 13478908	6/1/2026				
Cash Payment	E 100-41500-321 Telephone				$149.90
Invoice 13478908	6/1/2026				
Transaction Date	5/29/2026	OPERATIONAL ACC 10100		**Total**	$455.96
Refer	20260559 *HARRIS, STEVE*	_			
Cash Payment	E 250-46500-445 EDA Project Developme	REV Meeting			$75.00
Invoice			Project 2024-4		
Transaction Date	5/29/2026	OPERATIONAL ACC 10100		**Total**	$75.00
Refer	20260560 *LANESBORO AREA CHAMBER OF*	_			

CITY OF LANESBORO

Payments

Current Period: June 2026

Cash Payment	E 100-41000-307 Lodging Tax Expense				$6,326.51
Invoice					
Transaction Date	5/29/2026		OPERATIONAL ACC 10100	**Total**	$6,326.51
Refer	20260561 *CITY OF LANESBORO*				
Cash Payment	E 100-45300-210 Operating Supplies (GE	250 copies of waiver			$62.50
Invoice					
Transaction Date	5/29/2026		OPERATIONAL ACC 10100	**Total**	$62.50
Refer	20260562 *VISA*				
Cash Payment	E 100-41500-300 Professional Srvs (GEN				$102.90
Invoice					
Cash Payment	E 100-41500-300 Professional Srvs (GEN				$3.99
Invoice					
Cash Payment	E 220-42000-321 Telephone	Youtube TV			$89.11
Invoice					
Cash Payment	E 100-41500-208 Meetings / Trainings	HPC NAPC forum			$450.00
Invoice					
Cash Payment	E 100-41500-300 Professional Srvs (GEN				$52.52
Invoice					
Cash Payment	E 100-41500-300 Professional Srvs (GEN				-$120.00
Invoice					
Cash Payment	E 100-41500-208 Meetings / Trainings	Mitchell MCFOA Conference Hotel			$652.80
Invoice					
Cash Payment	E 100-45200-210 Operating Supplies (GE	Flower Pots			$32.37
Invoice					
Cash Payment	E 211-45500-230 Books & Movies	On the Road			$20.00
Invoice					
Transaction Date	6/1/2026		OPERATIONAL ACC 10100	**Total**	$1,283.69
Refer	20260563 *BECKLEYS OFFICE PRODUCTS*				
Cash Payment	E 100-41500-300 Professional Srvs (GEN	Paper Shredding			$357.50
Invoice	5/29/2026				
Transaction Date	6/1/2026		OPERATIONAL ACC 10100	**Total**	$357.50
Refer	20260564 *HILLYARD/HUTCHINSON*				
Cash Payment	E 100-45200-210 Operating Supplies (GE	Order # 5345246			$660.47
Invoice 90169269	6/3/2026				
Transaction Date	6/1/2026		OPERATIONAL ACC 10100	**Total**	$660.47
Refer	20260565 *CITY OF CHATFIELD*	Ck# 027655 6/1/2026			
Cash Payment	E 425-43000-500 Capital Outlay (GENER	Durapatcher			$1,333.00
Invoice					
Transaction Date	6/1/2026		OPERATIONAL ACC 10100	**Total**	$1,333.00
Refer	20260566 *CITY OF STEWARTVILLE*	Ck# 027656 6/1/2026			
Cash Payment	E 425-43000-500 Capital Outlay (GENER	Durapatcher			$1,333.00
Invoice					
Transaction Date	6/1/2026		OPERATIONAL ACC 10100	**Total**	$1,333.00
Refer	20260567 *NATIONAL FIRE SAFETY COUNCIL*				
Cash Payment	E 220-42000-210 Operating Supplies (GE				$805.81
Invoice MN23F3-26	6/1/2026				

CITY OF LANESBORO

Payments

Current Period: June 2026

Transaction Date	6/1/2026	OPERATIONAL ACC 10100	**Total**	$805.81
Refer 20260568	*HIRSHFIELDS DV ROCHESTER*	_		
Cash Payment	E 100-43100-224 Street Maint Materials			$98.87
Invoice 57001594	6/1/2026			
Transaction Date	6/1/2026	OPERATIONAL ACC 10100	**Total**	$98.87
Refer 20260604	*US POSTAL SERVICE*	_		
Cash Payment	E 211-45500-238 PO Box Rental	PO Box 330		$162.00
Invoice				
Cash Payment	E 100-41500-300 Professional Srvs (GEN	PO Box 333		$106.00
Invoice				
Transaction Date	6/2/2026	OPERATIONAL ACC 10100	**Total**	$268.00
Refer 20260605	*TOM SCHRAMM AND THE LPS*	_		
Cash Payment	E 100-45400-210 Operating Supplies (GE	music 5/23		$100.00
Invoice	5/23/2026			
Transaction Date	6/2/2026	OPERATIONAL ACC 10100	**Total**	$100.00
Refer 20260606	*LANESBORO PUBLIC UTILITIES*	_		
Cash Payment	E 100-45200-380 Utility Services (GENER			$611.38
Invoice	6/2/2026			
Cash Payment	E 100-45200-380 Utility Services (GENER			$1,638.88
Invoice	6/2/2026			
Cash Payment	E 220-42000-380 Utility Services (GENER			$501.80
Invoice	6/2/2026			
Cash Payment	E 100-45200-380 Utility Services (GENER			$245.43
Invoice	6/2/2026			
Cash Payment	E 100-43100-380 Utility Services (GENER			$234.82
Invoice	6/2/2026			
Cash Payment	E 100-45200-380 Utility Services (GENER			$108.53
Invoice	6/2/2026			
Cash Payment	E 100-43160-380 Utility Services (GENER			$72.17
Invoice	6/2/2026			
Cash Payment	E 100-43160-380 Utility Services (GENER			$243.30
Invoice	6/2/2026			
Cash Payment	E 100-45200-380 Utility Services (GENER			$549.80
Invoice	6/2/2026			
Cash Payment	E 100-45200-380 Utility Services (GENER			$105.08
Invoice	6/2/2026			
Cash Payment	E 100-43160-380 Utility Services (GENER			$503.92
Invoice	6/2/2026			
Transaction Date	6/2/2026	OPERATIONAL ACC 10100	**Total**	$4,815.11
Refer 20260607	*LOFFLER*	_		
Cash Payment	E 100-41500-413 Office Equipment Rental			$42.96
Invoice 5367198	6/1/2026			
Cash Payment	E 211-45500-413 Office Equipment Rental			$74.34
Invoice 5374634	6/8/2026			
Transaction Date	6/2/2026	OPERATIONAL ACC 10100	**Total**	$117.30
Refer 20260608	*LRS OF MINNESOTA*	_		

CITY OF LANESBORO

Payments

Current Period: June 2026

Cash Payment	E 100-45200-410 Rentals (GENERAL)			$378.78
Invoice MP301027	5/28/2026			
Cash Payment	E 100-41500-430 Miscellaneous (GENER			$2,004.22
Invoice UB708869	5/31/2026			
Transaction Date	6/2/2026	OPERATIONAL ACC 10100	**Total**	$2,383.00
Refer	20260609 *SELCO*	_		
Cash Payment	E 211-45500-234 Automation/ILS Packag			$267.91
Invoice 054322	6/1/2026			
Transaction Date	6/2/2026	OPERATIONAL ACC 10100	**Total**	$267.91
Refer	20260610 *PLUNKETTS PEST CONTROL*	_		
Cash Payment	E 100-43100-300 Professional Srvs (GEN	tax exempt		$82.00
Invoice 10576989				
Transaction Date	6/2/2026	OPERATIONAL ACC 10100	**Total**	$82.00
Refer	20260611 *FILLMORE COUNTY TREASURER*	_		
Cash Payment	E 100-41500-301 Auditing and Acct g Ser	2025 Audit Reports		$100.00
Invoice	1/23/2026			
Transaction Date	6/2/2026	OPERATIONAL ACC 10100	**Total**	$100.00
Refer	20260612 *KRISTEN ASLESON*	_		
Cash Payment	E 235-49900-496 BBD Kids Games	LITTLE MS. AND MR PRIZES		$237.00
Invoice				
Transaction Date	6/3/2026	OPERATIONAL ACC 10100	**Total**	$237.00
Refer	20260615 *KELLY PRINTING*	_		
Cash Payment	E 100-41500-210 Operating Supplies (GE			$138.00
Invoice 236496	6/11/2026			
Cash Payment	E 235-49900-499 BBD Parade			$96.01
Invoice 236451	6/8/2026			
Transaction Date	6/4/2026	OPERATIONAL ACC 10100	**Total**	$234.01
Refer	20260616 *NOLAN LUMBER COMPANY*	_		
Cash Payment	E 100-45200-210 Operating Supplies (GE			$393.60
Invoice 9001	5/1/2026			
Transaction Date	6/4/2026	OPERATIONAL ACC 10100	**Total**	$393.60
Refer	20260617 *PETTY CASH*	_		
Cash Payment	E 100-41500-322 Postage			$12.45
Invoice				
Cash Payment	R 100-45200-34702 Showers/Wood Reve	shower refund 6/4/26		$1.00
Invoice				
Transaction Date	6/4/2026	OPERATIONAL ACC 10100	**Total**	$13.45
Refer	20260618 *PAUL MOOR*	Ck# 027657 6/4/2026		
Cash Payment	R 100-45200-34701 Camping Fees	1 night tent refund		$25.00
Invoice				
Transaction Date	6/4/2026	OPERATIONAL ACC 10100	**Total**	$25.00
Refer	20260619 *SMG WEB DESIGN*	_		
Cash Payment	E 100-41500-300 Professional Srvs (GEN	WEBSITE		$1,800.00
Invoice 18849	6/5/2026			
Transaction Date	6/5/2026	OPERATIONAL ACC 10100	**Total**	$1,800.00

CITY OF LANESBORO

Payments

Current Period: June 2026

Refer 20260620 *THE PAYMENT GROUP*		_		
Cash Payment	E 226-45000-210 Operating Supplies (GE	REFUND DUPLICATE ONLINE DONATION		$120.00
Invoice				
Transaction Date 6/5/2026		OPERATIONAL ACC 10100	**Total**	$120.00
Refer 20260609 *FILLMORE COUNTY JOURNAL*		_		
Cash Payment	E 100-41500-350 Print/Binding (GENERA	Planning & Zoning - Public Hearing Notice		$43.95
Invoice 193557	6/1/2026			
Transaction Date 6/12/2026		OPERATIONAL ACC 10100	**Total**	$43.95
Refer 20260610 *NORTHLAND TRUST SERVICES IN*		_		
Cash Payment	E 307-43100-610 Interest	2017A Bond Series		$5,695.00
Invoice	6/1/2026			
Transaction Date 6/12/2026		OPERATIONAL ACC 10100	**Total**	$5,695.00
Refer 20260611 *EYE PRIZE MARKETING*		_		
Cash Payment	E 250-46500-445 EDA Project Developme	REV Coaching Sessions		$200.00
Invoice 06112026	6/11/2026			
Transaction Date 6/12/2026		OPERATIONAL ACC 10100	**Total**	$200.00
Refer 20260612 *HUNTINGTON ELECTRIC*		_		
Cash Payment	E 100-45200-500 Capital Outlay (GENER	Dishwasher Installation		$108.63
Invoice 7681	6/11/2026			
Cash Payment	E 100-45200-500 Capital Outlay (GENER	Dishwasher Installation		$900.00
Invoice 7682	6/11/2026			
Transaction Date 6/12/2026		OPERATIONAL ACC 10100	**Total**	$1,008.63
Refer 20260613 *FIRE SAFETY USA, INC.*		_		
Cash Payment	E 220-42000-404 Repairs/Maint Machiner			$572.25
Invoice 259040	6/4/2026			
Transaction Date 6/12/2026		OPERATIONAL ACC 10100	**Total**	$572.25
Refer 20260614 *ULINE*		_		
Cash Payment	E 100-45200-500 Capital Outlay (GENER	Order # 50936896		$3,137.18
Invoice 209105175	6/9/2026			
Transaction Date 6/12/2026		OPERATIONAL ACC 10100	**Total**	$3,137.18
Refer 20260615 *MN PEIP*		_		
Cash Payment	G 100-21705 Health Insurance			$7,312.44
Invoice 1641632	6/9/2026			
Transaction Date 6/12/2026		OPERATIONAL ACC 10100	**Total**	$7,312.44
Refer 20260616 *ANN THOMPSON*		_		
Cash Payment	E 235-49900-451 BBD General Expenses	Printglobe Reimbursement - Coasters		$683.12
Invoice				
Transaction Date 6/12/2026		OPERATIONAL ACC 10100	**Total**	$683.12
Refer 20260617 *DE LAGE LANDEN*		_		
Cash Payment	E 211-45500-413 Office Equipment Rental			$64.40
Invoice 597445598	6/7/2026			
Transaction Date 6/12/2026		OPERATIONAL ACC 10100	**Total**	$64.40
Refer 20260618 *OKAPI STRATEGY*		_		
Cash Payment	E 250-46500-445 EDA Project Developme			$265.00
Invoice 35635	5/31/2026			

CITY OF LANESBORO

Payments

Current Period: June 2026

Transaction Date	6/12/2026	OPERATIONAL ACC 10100	**Total**	$265.00
Refer	20260619 *DUNN BLACKTOP*	-		
Cash Payment	E 100-43100-265 Asphalt			$171.05
Invoice 4400007504	6/9/2026			
Transaction Date	6/12/2026	OPERATIONAL ACC 10100	**Total**	$171.05
Refer	20260620 *Driftless Goat Company LLC*	-		
Cash Payment	E 100-45200-300 Professional Srvs (GEN			$1,700.00
Invoice 2026-08	6/12/2026			
Transaction Date	6/13/2026	OPERATIONAL ACC 10100	**Total**	$1,700.00
Refer	20260621 *THE TSHIRT MILL*	-		
Cash Payment	E 235-49900-452 BBD T-shirts			$3,845.00
Invoice 8232	6/3/2026			
Transaction Date	6/13/2026	OPERATIONAL ACC 10100	**Total**	$3,845.00

Fund Summary

	10100 OPERATIONAL ACCOUNT
100 GENERAL FUND	$32,453.91
211 LIBRARY	$1,199.93
220 FIRE FUND	$2,181.57
226 LANESBORO LEGION LIGHTS	$120.00
235 BUFFALO BILL DAYS FUND	$4,861.13
250 EDA OPERATING	$1,001.53
307 2017A AUBURN/ZENITH	$5,695.00
425 VEHICLE REPLACEMENT FUND	$2,666.00
	$50,179.07

Pre-Written Checks	$2,691.00
Checks to be Generated by the Computer	$47,488.07
Total	$50,179.07

CITY OF LANESBORO

Payments

Current Period: July 2026

Payments Batch 07062026PAY $55,439.00

Refer 20260622 *PRESTON EQUIPMENT COMPANY* _
Cash Payment E 100-43100-404 Repairs/Maint Machiner $93.35
Invoice 01-185802
Transaction Date 6/15/2026 OPERATIONAL ACC 10100 **Total** $93.35

Refer 20260623 *MACQUEEN EQUIPMENT* _
Cash Payment E 100-43100-404 Repairs/Maint Machiner $169.98
Invoice inv3053
Transaction Date 6/15/2026 OPERATIONAL ACC 10100 **Total** $169.98

Refer 20260624 *LANESBORO PUBLIC UTILITIES* _
Cash Payment R 100-41000-36100 Special Assessments DELIQUENT UTILTIES ASSESSED TO TAXES $1,182.99
Invoice
Transaction Date 6/15/2026 OPERATIONAL ACC 10100 **Total** $1,182.99

Refer 20260625 *AMAZON CAPITAL SERVICES* _
Cash Payment E 211-45500-236 Program Expense $226.59
Invoice 171T-7KGK-7MWC
Cash Payment E 100-41500-210 Operating Supplies (GE $6.82
Invoice 1LMH-QPJ3-L4C3
Cash Payment E 211-45500-210 Operating Supplies (GE $79.96
Invoice 1CJ6-19NC-49C4
Cash Payment E 235-49900-497 BBD Beer/Brat Tent $210.74
Invoice 1PM7-TRGW-33KT
Cash Payment E 100-45200-210 Operating Supplies (GE $120.25
Invoice 1TDJ-DVNT-THLK
Cash Payment E 100-41500-210 Operating Supplies (GE $8.99
Invoice 1TDJ-DVNT-THLK
Cash Payment E 100-43100-210 Operating Supplies (GE $94.99
Invoice 1TDJ-DVNT-THLK
Transaction Date 6/15/2026 OPERATIONAL ACC 10100 **Total** $748.34

Refer 20260626 *LANESBORO AREA CHAMBER OF* _
Cash Payment E 100-45300-210 Operating Supplies (GE Rhubarb Fest Ads $50.00
Invoice 970
Transaction Date 6/15/2026 OPERATIONAL ACC 10100 **Total** $50.00

Refer 20260627 *DAVID BAKKE* _
Cash Payment E 100-45200-430 Miscellaneous (GENER Lights 6/13 wedding $150.00
Invoice
Transaction Date 6/16/2026 OPERATIONAL ACC 10100 **Total** $150.00

Refer 20260628 *PRESTON AUTO PARTS* _
Cash Payment E 100-43100-210 Operating Supplies (GE $17.98
Invoice 878847
Cash Payment E 100-45200-210 Operating Supplies (GE $23.27
Invoice 880760
Transaction Date 6/16/2026 OPERATIONAL ACC 10100 **Total** $41.25

Refer 20260629 *FILLMORE COUNTY JOURNAL* _
Cash Payment E 100-41500-350 Print/Binding (GENERA Tif Disclosure $80.58
Invoice 193998

Current Period: July 2026

Cash Payment	E 100-41500-350 Print/Binding (GENERA	Public Hearing		$43.95
Invoice 193996				
Cash Payment	E 100-41500-350 Print/Binding (GENERA	Public Hearing - LBOAE Transfer		$51.28
Invoice 194232				
Transaction Date 6/17/2026		OPERATIONAL ACC 10100	**Total**	$175.81
Refer 20260630 *THE LINCOLN NATIONAL LIFE*		_		
Cash Payment	E 100-43100-134 Employer Paid Life			$40.02
Invoice 4981028470				
Cash Payment	E 100-45200-134 Employer Paid Life			$33.95
Invoice 4981028470				
Cash Payment	E 100-43100-134 Employer Paid Life			$32.86
Invoice 4981028470				
Cash Payment	E 100-41500-134 Employer Paid Life			$28.41
Invoice 4981028470				
Cash Payment	E 211-45500-134 Employer Paid Life			$31.70
Invoice 4981028470				
Cash Payment	E 100-41500-134 Employer Paid Life			$42.62
Invoice 4981028470				
Transaction Date 6/17/2026		OPERATIONAL ACC 10100	**Total**	$209.56
Refer 20260631 *CANON FINANCIAL SERVICES INC*		_		
Cash Payment	E 100-41500-413 Office Equipment Rental			$151.85
Invoice 43389989				
Transaction Date 6/22/2026		OPERATIONAL ACC 10100	**Total**	$151.85
Refer 20260632 *VIS PLUMBING & HEATING*		_		
Cash Payment	E 100-45200-404 Repairs/Maint Machiner			$82.38
Invoice 135694				
Cash Payment	E 100-45200-500 Capital Outlay (GENER	water heater		$2,138.92
Invoice 139736				
Cash Payment	E 100-43100-404 Repairs/Maint Machiner			$64.36
Invoice 142520				
Cash Payment	E 100-45200-300 Professional Srvs (GEN	install dishwasher		$1,169.45
Invoice 136585				
Transaction Date 6/22/2026		OPERATIONAL ACC 10100	**Total**	$3,455.11
Refer 20260633 *ZEP MANUFACTURING COMPANY*		_		
Cash Payment	E 100-45200-210 Operating Supplies (GE			$202.84
Invoice 9012925392				
Cash Payment	E 100-43100-210 Operating Supplies (GE			$266.84
Invoice 9012925435				
Transaction Date 6/22/2026		OPERATIONAL ACC 10100	**Total**	$469.68
Refer 20260634 *HAMMELL EQUIPMENT INC.*		_		
Cash Payment	E 100-43100-404 Repairs/Maint Machiner			$279.00
Invoice HI81976				
Transaction Date 6/22/2026		OPERATIONAL ACC 10100	**Total**	$279.00
Refer 20260635 *S & A PETROLEUM INC*		_		
Cash Payment	E 100-43100-212 Motor Fuels			$716.52
Invoice 18886				

Current Period: July 2026

Cash Payment E 220-42000-212 Motor Fuels $18.19
Invoice 18886
Cash Payment E 100-45200-212 Motor Fuels $451.01
Invoice 18886
Transaction Date 6/23/2026 OPERATIONAL ACC 10100 **Total** $1,185.72

Refer 20260636 *INGRAM LIBRARY SERVICES* _
Cash Payment E 211-45500-230 Books & Movies $241.32
Invoice 96954882
Cash Payment E 211-45500-230 Books & Movies $26.92
Invoice 96931514
Transaction Date 6/23/2026 OPERATIONAL ACC 10100 **Total** $268.24

Refer 20260637 *AFLAC* _
Cash Payment G 100-21707 Aflac $49.50
Invoice 345359
Transaction Date 6/24/2026 OPERATIONAL ACC 10100 **Total** $49.50

Refer 20260638 *OKOREN LAW OFFICE LLC* _
Cash Payment E 100-41500-304 Legal Fees $2,140.19
Invoice 1668
Transaction Date 6/24/2026 OPERATIONAL ACC 10100 **Total** $2,140.19

Refer 20260639 *MN ENERGY RESOURCES* _
Cash Payment E 100-45200-380 Utility Services (GENER $59.88
Invoice 5973435226
Cash Payment E 100-43100-380 Utility Services (GENER $19.33
Invoice 5973820424
Cash Payment E 100-45170-380 Utility Services (GENER $21.41
Invoice 5973767646
Cash Payment E 220-42000-380 Utility Services (GENER $48.32
Invoice 5975654603 6/19/2026
Transaction Date 6/24/2026 OPERATIONAL ACC 10100 **Total** $148.94

Refer 20260641 *PADDLE ON COFFEE* _
Cash Payment E 250-46500-445 EDA Project Developme LEAN Meeting - 06/25/26 $37.25
Invoice 6/25/2026 Project 2024-4
Transaction Date 6/26/2026 OPERATIONAL ACC 10100 **Total** $37.25

Refer 20260642 *FILLMORE COUNTY RESOURCE R* _
Cash Payment E 100-43100-430 Miscellaneous (GENER $39.31
Invoice 36696 6/25/2026
Transaction Date 6/26/2026 OPERATIONAL ACC 10100 **Total** $39.31

Refer 20260643 *WINONA HEATING & VENT CO* _
Cash Payment E 100-45200-401 Repairs/Maint Buildings $1,190.51
Invoice 126271 6/19/2026
Cash Payment E 100-45200-401 Repairs/Maint Buildings $419.25
Invoice 125989 6/19/2026
Transaction Date 6/26/2026 OPERATIONAL ACC 10100 **Total** $1,609.76

Refer 20260644 *LANESBORO AREA CHAMBER OF* _
Cash Payment E 250-46500-445 EDA Project Developme $450.00
Invoice 6/26/2026

Current Period: July 2026

Transaction Date 6/26/2026 OPERATIONAL ACC 10100 **Total** $450.00

Refer 20260645 *WIT BOYZ SALES AND SERVICE*

Cash Payment	E 220-42000-404 Repairs/Maint Machiner		$290.60
Invoice 11333	6/22/2026		

Transaction Date 6/26/2026 OPERATIONAL ACC 10100 **Total** $290.60

Refer 20260646 *CITY OF PRESTON*

Cash Payment	E 250-46500-300 Professional Srvs (GEN		$6,781.75
Invoice City06968	6/18/2026		
Cash Payment	E 250-46500-300 Professional Srvs (GEN		$492.13
Invoice City06972			

Transaction Date 6/26/2026 OPERATIONAL ACC 10100 **Total** $7,273.88

Refer 20260648 *SELCO*

Cash Payment	E 211-45500-234 Automation/ILS Packag		$277.64
Invoice 054364			

Transaction Date 6/29/2026 OPERATIONAL ACC 10100 **Total** $277.64

Refer 20260649 *HILLYARD/HUTCHINSON*

Cash Payment	E 100-45200-210 Operating Supplies (GE	Order 5385346	$1,197.36
Invoice 90200594			

Transaction Date 6/29/2026 OPERATIONAL ACC 10100 **Total** $1,197.36

Refer 20260650 *ACENTEK*

Cash Payment	E 100-45200-321 Telephone		$41.57
Invoice 13508579			
Cash Payment	E 220-42000-321 Telephone		$113.76
Invoice 13508579			
Cash Payment	E 100-43100-321 Telephone		$64.95
Invoice 13508579			
Cash Payment	E 211-45500-321 Telephone		$86.43
Invoice 13508579			
Cash Payment	E 100-41500-321 Telephone		$149.90
Invoice 13508579			

Transaction Date 6/29/2026 OPERATIONAL ACC 10100 **Total** $456.61

Refer 20260651 *VISA*

Cash Payment	E 211-45500-236 Program Expense		$74.82
Invoice			
Cash Payment	E 211-45500-236 Program Expense		$183.94
Invoice			
Cash Payment	E 211-45500-236 Program Expense		$89.05
Invoice			
Cash Payment	E 211-45500-210 Operating Supplies (GE		$367.95
Invoice			
Cash Payment	E 211-45500-236 Program Expense		$24.42
Invoice			
Cash Payment	E 100-41500-300 Professional Srvs (GEN	Microsoft	$102.90
Invoice			
Cash Payment	E 100-41500-300 Professional Srvs (GEN	Godaddy	$3.99
Invoice			

Payments

Current Period: July 2026

Cash Payment	E 220-42000-321	Telephone	Youtube tv		$89.11
Invoice					
Cash Payment	E 100-41500-208	Meetings / Trainings	Darla MCFOA		$50.00
Invoice					
Cash Payment	E 100-43100-240	Small Tools and Minor E			$299.00
Invoice					
Cash Payment	E 100-41500-300	Professional Srvs (GEN	godaddy annual		$119.99
Invoice					
Cash Payment	E 100-41500-300	Professional Srvs (GEN	microsoft		$52.52
Invoice					
Cash Payment	E 100-43100-239	Clothing Allowance	Dave Brunt		$120.48
Invoice					
Transaction Date	6/29/2026		OPERATIONAL ACC 10100	**Total**	$1,578.17
Refer	20260652	*LRS OF MINNESOTA*			
Cash Payment	E 100-45300-210	Operating Supplies (GE			$360.00
Invoice MP303018					
Cash Payment	E 100-45200-410	Rentals (GENERAL)			$411.00
Invoice MP303001					
Transaction Date	6/30/2026		OPERATIONAL ACC 10100	**Total**	$771.00
Refer	20260653	*EYE PRIZE MARKETING*			
Cash Payment	E 250-46500-445	EDA Project Developme			$400.00
Invoice 06242026-1				Project 2024-4	
Transaction Date	6/30/2026		OPERATIONAL ACC 10100	**Total**	$400.00
Refer	20260654	*MERCHANTS BANK*			
Cash Payment	E 309-47000-610	Interest	2017B General Obligation Note		$855.50
Invoice					
Cash Payment	E 312-43100-610	Interest	EMS Building		$14,936.90
Invoice					
Transaction Date	6/30/2026		OPERATIONAL ACC 10100	**Total**	$15,792.40
Refer	20260655	*F&M COMMUNITY BANK*			
Cash Payment	E 310-43100-610	Interest	2018 A		$697.00
Invoice					
Cash Payment	E 311-43100-610	Interest	2022 B		$9,990.75
Invoice					
Transaction Date	6/30/2026		OPERATIONAL ACC 10100	**Total**	$10,687.75
Refer	20260656	*BOLTON & MENK INC*			
Cash Payment	E 100-41500-303	Engineering Fees			$3,465.00
Invoice 0399156					
Transaction Date	7/1/2026		OPERATIONAL ACC 10100	**Total**	$3,465.00
Refer	20260657	*PRESTON EQUIPMENT COMPANY*			
Cash Payment	E 100-45200-404	Repairs/Maint Machiner			$111.76
Invoice 01-186471					
Transaction Date	7/1/2026		OPERATIONAL ACC 10100	**Total**	$111.76
Refer	20260658	*CHATFIELD PUBLIC LIBRARY*			
Cash Payment	E 211-45500-230	Books & Movies			$31.00
Invoice					

CITY OF LANESBORO

Payments

Current Period: July 2026

Transaction Date	7/1/2026	OPERATIONAL ACC 10100	**Total**	$31.00

Fund Summary

	10100 OPERATIONAL ACCOUNT
100 GENERAL FUND	$18,285.26
211 LIBRARY	$1,741.74
220 FIRE FUND	$559.98
235 BUFFALO BILL DAYS FUND	$210.74
250 EDA OPERATING	$8,161.13
309 2017B PARK ROAD	$855.50
310 2018A ZENITH PAVING	$697.00
311 2022B Street & Utility Imprmt	$9,990.75
312 2022A Emergency Services Bldg	$14,936.90
	$55,439.00

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$55,439.00
Total	$55,439.00

CITY OF LANESBORO
RESOLUTION NO. 2026-36

A Resolution Accepting Donations to the Lanesboro Fire Department

WHEREAS, the City of Lanesboro 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

WHEREAS, the following persons and entities have offered to contribute the cash amount set forth below to the City of Lanesboro for the support of the Lanesboro Fire Department:

Name of Donor	Amount
Jackie Rehm	$25.00
Karen Oelschlager	$20.00

WHEREAS, all such donations have been contributed to assist the city in continued financial support for the Lanesboro Fire Department, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donation offered;

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

1. The donations described above are accepted and shall be used towards Lanesboro Fire Department operational expenses, as allowed by law.
2. The City of Lanesboro is hereby directed to issue a receipt to the donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Lanesboro, Minnesota this 6th day of July, 2026.

____
Alicia Pearson
Its: Mayor

Attested:

____
Mitchell Walbridge
Its: City Administrator/Clerk

CITY OF LANESBORO
RESOLUTION NO. 2026-37

A Resolution Appointing Election Judges for the Primary Election of August 11, 2026 and the General Election of November 3, 2026

WHEREAS, a State Primary Election will be held on August 11, 2026; and the State General Election will be held on November 3, 2026; and

WHEREAS, Minnesota Statute 204 B.21, subd. 2, requires election judges for precincts in a municipality be appointed by the governing body of the municipality; and

WHEREAS, the City of Lanesboro has one voting precinct; and

WHEREAS, the following individuals have agreed to serve as election judges and have met the qualifications established by the State of Minnesota; and

WHEREAS, the following new candidates for election judge will have received training and will be eligible to serve after meeting the qualifications established by the State of Minnesota;

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

1. The City Council of the City of Lanesboro hereby appoints the following persons to serve as election judges for the Primary and General Elections of 2026, with the understanding that amendments may be necessary to the appointments in order to fill vacancies and meet any party splits; and approves payment of an hourly wage of $15.00 per hour during election judge training and time served on election days.

   Head Election Judges: Mitchell Walbridge and Darla Taylor

   Election Judges: Tamara DeGarmo, Joe Deden, Kathryn Wade, Gwen Harmon, Denise Dahle, Leah Steding, Joe Goetzke, and Ryan Throckmorton

Passed by the City Council of Lanesboro, Minnesota this 6th day of July, 2026.

____
Alicia Pearson
Its: Mayor

Attested:

____
Mitchell Walbridge
Its; City Administrator/Clerk

Madam Mayor and Council Members,

The Lanesboro Firemen's Relief Association Board respectfully submits this request for Council approval to increase the annual retirement benefit amount from $1,850 to $1,950 per year of service.

Our most recent financial and actuarial review shows that implementing this increase will still leave an estimated surplus of $23,792 in the Special Fund. This surplus provides a healthy buffer to account for expected fluctuations in investment performance and ensures that the fund remains financially sound.

Based on these findings, the Board has determined that the proposed benefit level is both reasonable and sustainable, while continuing to support the long-term stability of the Relief Association Special Fund.

Attached for your review are the minutes from our recent meeting at which this increase was approved, the detailed report supporting this adjustment, and the most recent Minnesota State Auditor's Office Investment Report Card.

We appreciate your consideration of this request and are available to answer any questions or provide additional information.

Thank you for your ongoing support of the Lanesboro Fire Department and its members.

Respectfully,
Chase Bakke
President, Lanesboro Firemen's Relief Association
On behalf of the Board of Trustees

Lanesboro Firemen's Relief Association
Regular Meeting Minutes
March 9, 2026

The meeting was called to order by President Chase Bakke.

Roll Call of Relief Association Board of Trustees
Present: Rob Wagner, Chase Bakke, Jeff Norby, John Prinzing, Blaine Harmon, Colin Bakke, and Matt Schnebly
Not Present: Mitchell Walbridge and Kathy Wade

Relief Association Board of Trustees Discussion
Retirement Benefit Increase
A proposal was discussed to increase the retirement benefit to 1,950 dollars per year of service.
Blaine reviewed the Report Card and the Benefit Level Projection report.
A motion was made by John Prinzing to increase the retirement benefit level to 1,950 dollars and to send a formal request to the City Council for final approval. The motion was seconded by Colin Bakke. Motion carried – all in favor.

Approval of Minutes
A motion to approve the previous meeting's minutes was made by John Dollar and seconded by Bryan Benson. The motion carried – all in favor.

General Fund Treasurer's Report
John Prinzing gave a report on the monthly transactions and account totals.
The following bill was presented:
• Jeff Norby – Meeting food: 50.78 dollars
A motion to pay the submitted bill was made by Jim Iverson and seconded by Bryan Benson. The motion carried – all in favor.

Special Fund (Retirement) Treasurer's Report
Blaine Harmon - the Special Fund account balance was reported as 587,101.36 dollars.

Gambling Report
Gambling Manager Rob Wagner reviewed the gambling report.
A motion to pay the gambling bills was made by Tony Semmen and seconded by Bryan Benson. Motion carried – all in favor.

Old Business
Donation to Ambassadors of Music – Europe Trip
President Chase Bakke provided an update on the donation request and shared an informational page from the Gambling Control Board outlining acceptable ways to donate or spend gambling funds. No action was taken.

Calendar Donations – City Council Request
President Chase Bakke and Secretary/General Fund Treasurer John Prinzing are gathering the necessary information for the upcoming request to the City Council, expected for the April meeting. No action taken.

New Business
Street Closure for Buffalo Bill Days
Discussion whether any layout changes were needed before beginning the street closure process. The consensus was to keep the layout the same as last year.
A question was raised regarding access to the dance from the business at the former Old Village Hall location, operated by Luis. No action was taken, as the business has not yet opened.

Hardship or Donation Requests
None.

Adjournment
A motion to adjourn the meeting was made by Rob Wagner and seconded by Anthony Schwartz. The motion carried.

CITY OF LANESBORO
RESOLUTION NO. 2026-38

A Resolution Ratifying an Amendment to the Bylaws of the Lanesboro Fire Relief Association Increasing the Defined-Benefit Lump-Sum Service Pension to $1,950 Per Year of Service

WHEREAS, the Lanesboro Firer Relief Association is a duly organized volunteer firefighters' relief association operating pursuant to Minnesota Statutes Chapter 424A; and

WHEREAS, the Relief Association administers a defined benefit lump-sum service pension plan pursuant to Minnesota Statutes, Section 424A.02; and

WHEREAS, pursuant to Minnesota Statutes, any increase in the service pension benefit level must be approved by the Relief Association and may be ratified by the governing body of the municipality; and

WHEREAS, on March 09, 2026, the Relief Association, through its Board of Trustees, approved to increase the service pension benefit level from $1,850 to $1,950 per year of service; and

WHEREAS, the Relief Association has represented to the City that: 1) The proposed increase complies with the maximum benefit limits under Minnesota Statutes; 2) The increase is supported by available or projected assets and revenues; and 3) Required financial reporting has been or will be submitted to the Minnesota State Auditor; and

WHEREAS, the City Council has reviewed the request and recognizes that the Relief Association is a separate legal entity responsible for the administration and funding of its pension plan, subject to statutory minimum contribution requirements applicable to the City.

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

1. The City Council hereby ratifies the Relief Association's action to increase the service pension benefit level from $1,850 to $1,950 per year of service.
2. The City's financial obligation to the Relief Association is limited to any contributions required under Minnesota Statutes, including any applicable minimum municipal obligation under Minn. Stat. § 424A.092.
3. This ratification is contingent upon the Relief Association remaining in compliance with all applicable provisions of Minnesota Statutes Chapter 424A, including financial reporting, funding requirements, and maximum benefit limitations.

Passed by the City Council of Lanesboro, Minnesota this 6th day of July, 2026.

____
Alicia Pearson
Its: Mayor

Attested:

____
Mitchell Walbridge
Its: City Administrator/Clerk

CITY OF LANESBORO
RESOLUTION NO. 2026-39

A Resolution to Transfer the Powers and Duties of the Local Board of Appeal and Equalization to the Fillmore County Board

WHEREAS, the City of Lanesboro is authorized to serve as the Local Board of Appeal and Equalization pursuant to Minnesota Statutes, Section 274.01; and

WHEREAS, Minnesota Statutes, Section 274.01, Subdivision 3, authorizes a city to transfer the powers and duties of its Local Board of Appeal and Equalization to the County Board; and

WHEREAS, the City of Lanesboro desires to transfer such powers and duties to the Fillmore County Board of Appeal and Equalization for the assessment years 2027, 2028, and 2029; and

WHEREAS, the City of Lanesboro may reinstate these powers and duties following the designated transfer period by providing notice to the County on or before December 1 of the year prior to the assessment year in which the City intends to resume such duties; and

WHEREAS, the City Council of the City of Lanesboro, Minnesota, held a public hearing on June 1, 2026 pursuant to Minnesota Statue, Section 274.01 Subd. 3;

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

> The powers and duties of the Local Board of Appeal and Equalization are hereby transferred to the Fillmore County Board of Appeal and Equalization for the assessment years, 2027, 2028, and 2029, pursuant to the above-referenced statutes.

Passed by the City Council of Lanesboro, Minnesota this 6th day of July, 2026.

____
Alicia Pearson
Its: Mayor

Attested:

____
Mitchell Walbridge
Its: City Administrator/Clerk

$125.00

CITY OF LANESBORO
VARIANCE APPLICATION

A. Applicant's Name: Dawn Bearson

Telephone
Home: [redacted]
Work/Cell: ____________

B. Address (Street, City, State, ZIP): 603½ Auburn Ave. S.

C. Property Owner's Name (If different from above): Amanda Bearson

Telephone
Home: [redacted]
Work/Cell: ____________

D. Location of Project: Backyard

E. Legal Description: Lanesboro First Addition, Lot 3 of Block 47

F. Description of Proposed Project: 6 ft. privacy fence

G. Specify the section of the ordinance from which a variance is sought: 151.44

H. Explain how you wish to vary from the applicable provisions of the ordinance: From 4ft fence to 6ft fence

I. Please attach a site plan or accurate survey as may be required by ordinance. See building permit

J. Please answer the following questions as they relate to your specific variance request:

1. In your opinion, is the variance in harmony with the purposes and intent of the ordinance? yes

Yes (X) No ( ) Why or why not?

Privacy fence for residential district

2. In your opinion, is the variance consistent with the comprehensive plan?
Yes (X) No ( ) Why or why not?

Privacy fence for residential district

3. In your opinion, does the proposal put property to use in a reasonable manner?
Yes (X) No ( ) Why or why not?

Privacy for back yard

4. In your opinion, are there circumstances unique to the property?
Yes (X) No ( ) Why or why not?

There is a lot of traffic in our alley i.e. tourists, dog walkers, walkers etc

5. In your opinion, will the variance maintain the essential character of the locality?
Yes (X) No ( ) Why or why not?

Neighbor has a fence that will align with this one

The Planning Commission must make an affirmative finding on all of the five criteria listed above in order to grant a variance. The applicant for a variance has the burden of proof to show that all of the criteria listed above have been satisfied.

The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of the City Code and other applicable ordinances.

Applicant's Signature: Dawn Bearan Date: 5/26/2026

Fee Owner's Signature: Date

CITY OF Lanesboro

202 Parkway Avenue South | P.O. Box 333
Lanesboro, MN 55949
P:507-467-3722 | E: city@lanesboro-mn.gov
www.lanesboro-mn.gov

Building Permit Application

Required Submittal Information

1. Site plan including distances from other structures, property lines, public streets, easements, and septic tanks.
2. Drawings with specifications of the type of structure.
3. Other information may be required depending on the scope of work.

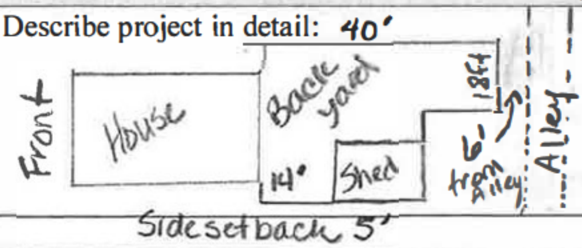
Site Address: 603½ Auburn Ave S Lanesboro, MN

Parcel ID: 190300010

Applicant (select one): ☐ Property Owner ☐ Contractor/Professional ☒ Other: Parent (renter)

Scope of Work

Describe project in detail:



Privacy fence 6ft tall Approx 110 linear ft
The drawing is not to scale

Property Owner

Full Name: Amanda Bearson Phone: [redacted]

Email: [redacted]

Address: 224 Thompson Ave St Paul MN

General Contractors/Professionals

Company Name: Apex Fence Phone: 507-993-2744

Contact Name: Kevin Hermanson State License Number: IR-759067

Address: 5 80th St SE, ROCHESTER, MN 55904

Company Name: ______ Phone: ______

Contact Name: ______ State License Number: ______

Address: ______

Architect/Designer/Engineer

Company Name: ______ Phone: ______

Contact Name: ______

Address: ______

Project Descriptions	
Residential (new)	**Commercial (new)**
☐ Footing/Foundation ☐ Single Family ☐ Two Family o Duplex o Townhome o Condo ☐ Multi-Family (3+ units) ☐ Garage slab only ☐ Garage Number of Vehicle Stalls: ___ o Attached o Detached Dimensions: ________ Height: ________ Valuation: ________	☐ Footing/Foundation ☐ Church/Religious ☐ Hotel/Motel ☐ Industrial/Warehouse ☐ Office/Bank ☐ Parking Garage ☐ Public Works/Utilities ☐ Recreational ☐ School/Educational ☐ Service/Repair Station ☐ Retail/Customer Services ☐ Other: ________ Dimensions: ________ Height: ________ Valuation: ________
Residential (existing)	**Commercial (existing)**
☐ Footing/Foundation ☐ Deck ☐ Addition ☐ Alteration ☐ Garage Addition Number of Vehicle Stalls: ___ ☐ Demolition ☐ Re-Side ☐ Re-roof ☐ Windows/Door Replacement ☐ Retaining Wall Fence Dimensions: ________ Height: ________ Valuation: $12,000	☐ Footing/Foundation ☐ Addition ☐ Alterations ☐ Re-roof ☐ Windows/Door Replacement ☐ Demolition Dimensions: ________ Height: ________ Valuation: ________ **Fire Sprinkler** ☐ Stand-alone ☐ Multiple Use Size of Structure ________ Certification Number ________
Miscellaneous	
☐ Nonresidential building (accessory structure) ☐ Other: ________	☒ Structures other than buildings (fences, pools, retaining walls, carport)

Disclaimer and Signature
I hereby apply for a building/zoning permit, and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances of the City of Lanesboro and with Minnesota Building Codes; that I understand this is not a permit, but only an application for a permit, and work is not to start without a permit; and that the work will be in accordance with the approved plan in the case of work which requires a review and approval of plans.
Applicant Signature: Dawn Bevis Date: 5/26/2026

Zoning Review
Application Fee: ________
Zoning District: ________ Site Plan: ________ Acres: ________
Required Setbacks: Front ________ Side ________ Rear ________ Side Street ________
Comments: $150.00
Zoning Administrator: ________ Date: ________

CITY OF LANESBORO
RESOLUTION NO. 2026-40

A Resolution Approving a Variance from City Ordinance § 151.44 to Allow a Six-Foot Privacy Fence in the Side Yard and Rear Yard at 603-1/2 Auburn Avenue South – Parcel ID 190300010

WHEREAS, an application for a zoning variance was submitted by Dawn Bearson of 603-1/2 Auburn Avenue South requesting a variance from City Code § 151.44 to increase the maximum allowable fence height in the side yard and rear yard from four (4) feet to six (6) feet to permit the construction of a privacy fence; and

WHEREAS, the Planning and Zoning Commission held a duly noticed public hearing on the application on June 17, 2026 and, after receiving testimony and considering the evidence presented, recommended approval of the requested variance; and

WHEREAS, the City Council has reviewed the application, the recommendation of the Planning and Zoning Commission, and all information presented regarding the request;

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

The requested variance from City Ordinance § 151.44 is hereby approved based on the following Findings of Fact:

Findings of Fact

1. The proposed variance is in harmony with the general purposes and intent of the zoning ordinance.
   The proposed fence is a residential-style privacy fence that is compatible with the residential character of the Single-Family Residential (R-1) Zoning District. The design, materials, and appearance are consistent with typical residential fencing and are not industrial or commercial in nature. Although the proposed fence exceeds the maximum permitted height by two (2) feet, its purpose is to provide privacy for a single-family residence, which is consistent with the intended residential use of the property and the surrounding neighborhood.
2. The variance is consistent with allowing the property to be used in a reasonable manner not permitted by the zoning ordinance.
   The property will continue to be used as a single-family residence. The requested variance would permit construction of a six-foot privacy fence to provide an increased level of privacy within the rear and side yard. While a four-foot fence is permitted by ordinance, the applicant has demonstrated that the additional height better accomplishes the intended residential privacy function.
3. Practical difficulties exist due to circumstances unique to the property that were not created by the landowner.
   The property is uniquely situated adjacent to a public alley along the rear property line. Vehicular and pedestrian traffic utilizing the alley reduces the level of privacy

available to the property. The proximity of the alley creates practical difficulties in achieving a reasonable degree of privacy using a fence limited to four feet in height. These circumstances are inherent to the property's location and were not created by the applicant.

4. The variance will not alter the essential character of the locality.
   A six-foot privacy fence located within the side and rear yards of a single-family residential property is compatible with the surrounding residential neighborhood and will not alter its essential character. The proposed fence is consistent with residential development patterns and is not expected to adversely impact neighboring properties or the character of the area.
5. The plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality.

BE IT FURTHER RESOLVED that the City Council finds the requested variance satisfies the standards for granting a variance under Minnesota law and City Code and therefore approves the request to increase the maximum allowable fence height in the side yard and rear yard from four (4) feet to six (6) feet at 603-1/2 Auburn Avenue South – Parcel ID 190300010.

Passed by the City Council of Lanesboro, Minnesota this 6th day of July, 2026.

____
Alicia Pearson
Its: Mayor

Attested:

____
Mitchell Walbridge
Its: City Administrator/Clerk

Parcel ID 190247000

CITY OF LANESBORO
VARIANCE APPLICATION

A. Applicant's Name: Nancy Martinson

Telephone
Home:
Work/Cell: [redacted]

B. Address (Street, City, State, ZIP): 302 Kirkwood St E Lanesboro

C. Property Owner's Name (If different from above): Same

Telephone
Home: [redacted] [redacted]
Work/Cell:

D. Location of Project: 302 Kirkwood St E

E. Legal Description:

Lanesboro Original Plat, Lots 3-4 of Block 36

F. Description of Proposed Project:

Screened porch

G. Specify the section of the ordinance from which a variance is sought:

set back variance 151.21 (3) (a) Front yard to construct within ~~8~~ feet of property line.

H. Explain how you wish to vary from the applicable provisions of the ordinance:

adding screen porch to match existing structural setback

Construct addition to dwelling within 2 feet of front yard property line.

I. Please attach a site plan or accurate survey as may be required by ordinance.

J. Please answer the following questions as they relate to your specific variance request:

1. In your opinion, is the variance in harmony with the purposes and intent of the ordinance?

Yes (X) No ( ) Why or why not?

Yes because the new screen porch wouldn't extend any further than the current front of the house. (See photo of house & plan for screen porch.)

2. In your opinion, is the variance consistent with the comprehensive plan?

Yes (X) No ( ) Why or why not?

Yes, I want the screen porch for safety reasons. I have developed a severe allergy to wasps. (2 ambulance calls) I want to enjoy the outdoors without getting stung.

3. In your opinion, does the proposal put property to use in a reasonable manner?

Yes (X) No ( ) Why or why not?

Yes, it stays consistent with the front of the house adding the screen porch and another cottage style garden to enhance the neighborhood.

4. In your opinion, are there circumstances unique to the property?

Yes (X) No ( ) Why or why not?

Yes, the screen porch will add another outdoor area to enhance the property.

5. In your opinion, will the variance maintain the essential character of the locality?

Yes (X) No ( ) Why or why not?

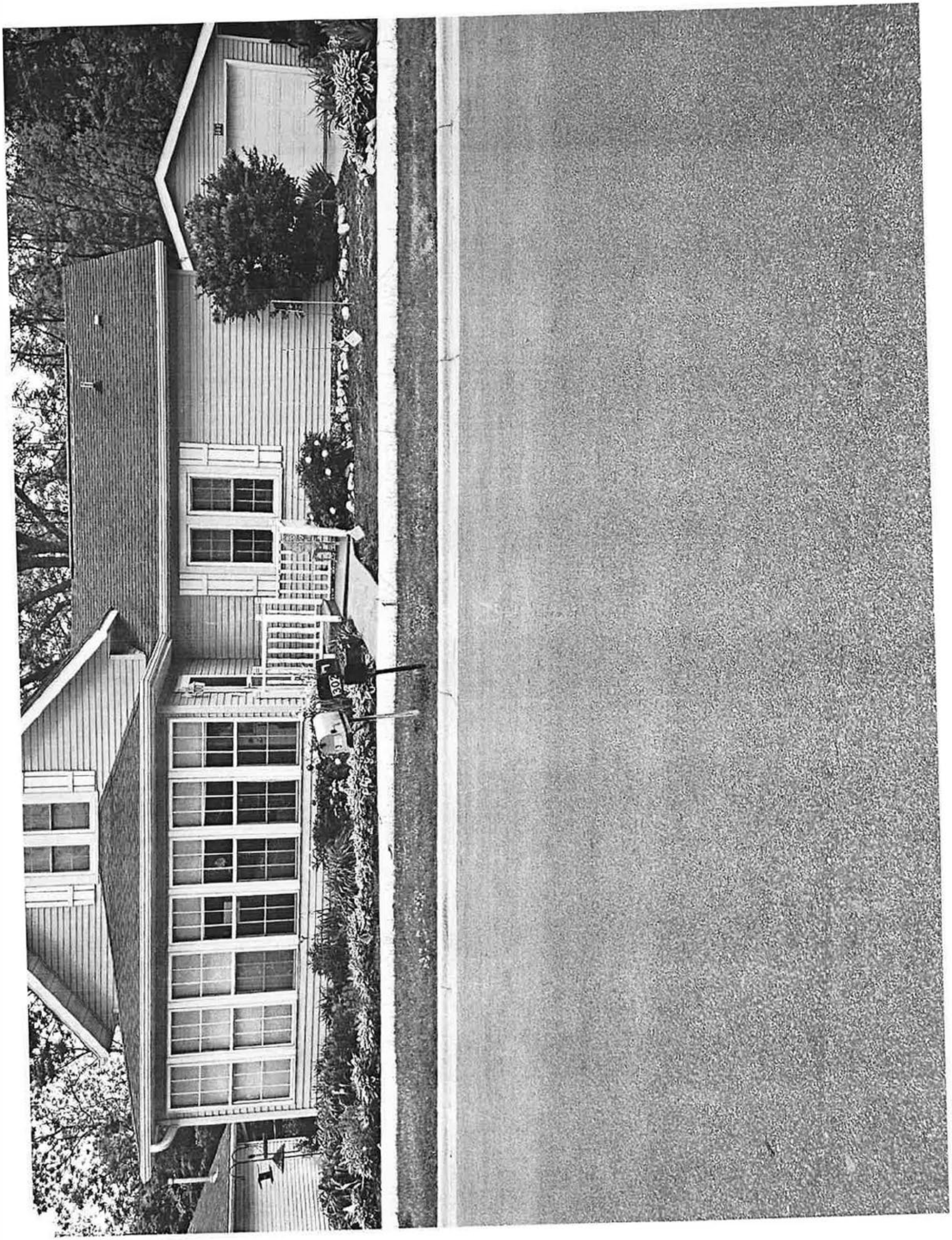
Yes the screen porch variance will maintain the cottage style of the house in the neighborhood.

The Planning Commission must make an affirmative finding on all of the five criteria listed above in order to grant a variance. The applicant for a variance has the burden of proof to show that all of the criteria listed above have been satisfied.

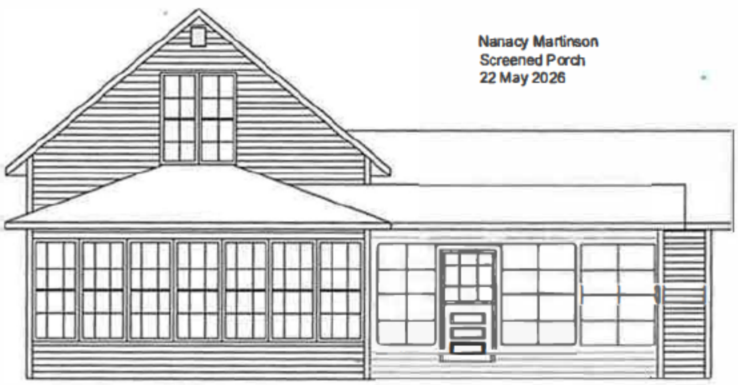
The undersigned certifies that they are familiar with application fees and other associated costs, and also with the procedural requirements of the City Code and other applicable ordinances.

Applicant's Signature: Nancy Martinson Date: 6/1/26

Fee Owner's Signature: Nancy Martinson Date 6/1/26



Nanacy Martinson
Screened Porch
22 May 2026



CITY OF
Lanesboro

202 Parkway Avenue South | P.O. Box 333
Lanesboro, MN 55949
P:507-467-3722 | E: city@lanesboro-mn.gov
www.lanesboro-mn.gov

Building Permit Application

Required Submittal Information

1. Site plan including distances from other structures, property lines, public streets, easements, and septic tanks.
2. Drawings with specifications of the type of structure.
3. Other information may be required depending on the scope of work.

Site Address: 302 Kirkwood St E. Lanesboro, MN

Parcel ID: R19.0247.000

Applicant (select one): ☒ Property Owner ☐ Contractor/Professional ☐ Other: ____

Scope of Work

Describe project in detail:
Screen porch

Property Owner

Full Name: Nancy Martinson Phone: [redacted]

Email: [redacted]

Address: 302 Kirkwood St. E.

General Contractors/Professionals

Company Name: ____ Phone: ____

* Contact Name: Rich Nepstad State License Number: ____

Address: ____

Company Name: ____ Phone: ____

Contact Name: ____ State License Number: ____

Address: ____

Architect/Designer/Engineer

Company Name: ____ Phone: ____

Contact Name: Phil Dybing

Address: ____

Project Descriptions	
Residential (new)	**Commercial (new)**
☐ Footing/Foundation ☐ Single Family ☐ Two Family ○ Duplex ○ Townhome ○ Condo ☐ Multi-Family (3+ units) ☐ Garage slab only ☐ Garage Number of Vehicle Stalls: ___ ○ Attached ○ Detached Dimensions: ____________ Height: ____________ Valuation: ____________	☐ Footing/Foundation ☐ Church/Religious ☐ Hotel/Motel ☐ Industrial/Warehouse ☐ Office/Bank ☐ Parking Garage ☐ Public Works/Utilities ☐ Recreational ☐ School/Educational ☐ Service/Repair Station ☐ Retail/Customer Services ☐ Other: ____________ Dimensions: ____________ Height: ____________ Valuation: ____________
Residential (existing)	**Commercial (existing)**
☒ Footing/Foundation ☐ Deck ☒ Addition ☐ Alteration ☐ Garage Addition Number of Vehicle Stalls: ____ ☐ Demolition ☐ Re-Side ☐ Re-roof ☐ Windows/Door Replacement ☐ Retaining Wall Dimensions: 10'8" X 18' Height: ____________ Valuation: $10,000	☐ Footing/Foundation ☐ Addition ☐ Alterations ☐ Re-roof ☐ Windows/Door Replacement ☐ Demolition Dimensions: ____________ Height: ____________ Valuation: ____________ **Fire Sprinkler** ☐ Stand-alone ☐ Multiple Use Size of Structure ____________ Certification Number ____________
Miscellaneous	
☐ Nonresidential building (accessory structure) ☐ Other: ____________	☐ Structures other than buildings (fences, pools, retaining walls, carport)

Disclaimer and Signature

I hereby apply for a building/zoning permit, and I acknowledge that the information above is complete and accurate; that the work will be in conformance with the ordinances of the City of Lanesboro and with Minnesota Building Codes; that I understand this is not a permit, but only an application for a permit, and work is not to start without a permit; and that the work will be in accordance with the approved plan in the case of work which requires a review and approval of plans.

Applicant Signature: Nancy Martinson Date: 5/15/26

Zoning Review

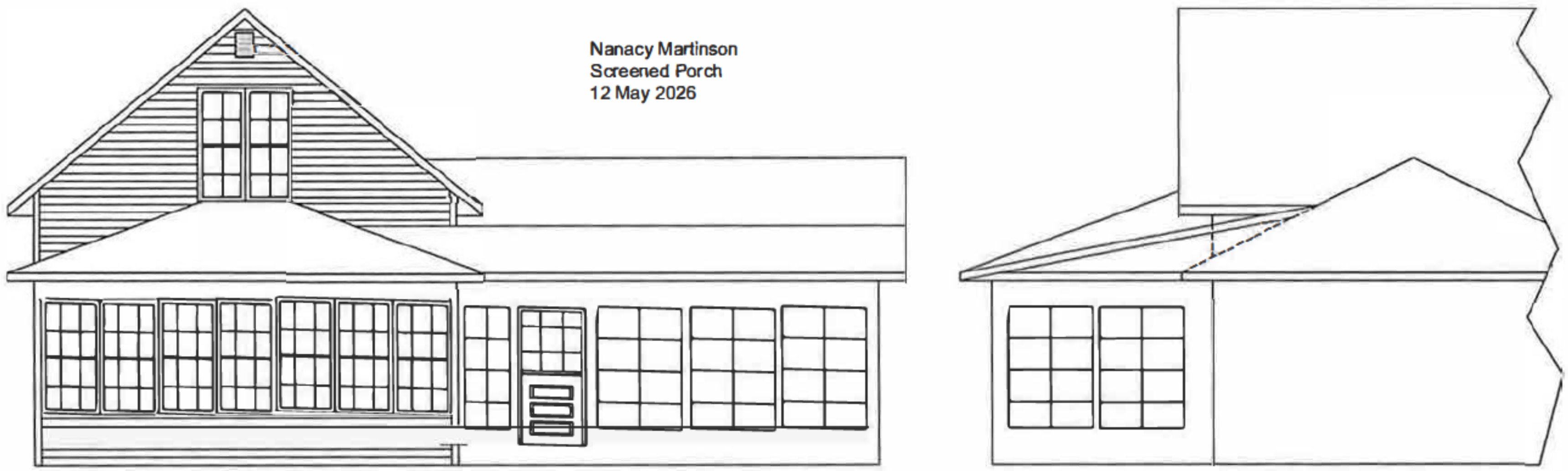
Application Fee: 75.00 Pd 5-15-26 ck# 5984

Zoning District: ______ Site Plan: ______ Acres: ______

Required Setbacks: Front ______ Side ______ Rear ______ Side Street ______

Comments:

Zoning Administrator: ______ Date: ______


Nanacy Martinson
Screened Porch
12 May 2026

CITY OF LANESBORO
RESOLUTION NO. 2026-41

A Resolution Approving a Variance from City Ordinance § 151.21(3)(a) to Reduce the Required Front Yard Setback for Property Located at 302 Kirkwood Street East – Parcel ID 190247000

WHEREAS, an application for a zoning variance was submitted by Nancy Martins, the owner of the property located at 302 Kirkwood Street East requesting a variance from City Code § 151.21(3)(a) to reduce the required front yard setback from thirty (30) feet to two (2) feet to allow construction of an enclosed screen porch as an addition to the existing single-family residence; and

WHEREAS, the Planning and Zoning Commission conducted a duly noticed public hearing on the application on June 17, 2026, reviewed the evidence presented, and recommended approval of the requested variance; and

WHEREAS, the City Council has reviewed the variance application, the recommendation of the Planning and Zoning Commission, and all testimony and information presented regarding the request;

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

The requested variance from City Ordinance § 151.21(3)(a) is approved based on the following Findings of Fact:

Findings of Fact

1. The proposed variance is in harmony with the general purposes and intent of the zoning ordinance.
   The subject property is located within the Single-Family Residential (R-1) Zoning District, where single-family residential dwellings are a permitted use. The purpose of the front yard setback requirement is to establish consistent building placement and separation from public rights-of-way. The proposed enclosed screen porch is an addition to an existing single-family residence and does not extend any closer to the front property line than the existing dwelling. The proposed addition therefore remains consistent with the residential purposes and intent of the zoning ordinance.
2. The variance is consistent with allowing the property to be used in a reasonable manner not permitted by the zoning ordinance.
   Construction of an enclosed screen porch as an addition to an existing single-family residence is a reasonable residential improvement consistent with the permitted use of the property. Due to the existing location of the dwelling on the lot, construction of the addition in the desired location necessarily extends into the existing front yard setback area occupied by the home. The proposed variance allows a reasonable residential improvement while maintaining the property's continued use as a single-family residence.

3. Practical difficulties exist due to circumstances unique to the property that were not created by the landowner.
   The existing residence was constructed within what is now the required thirty-foot front yard setback prior to the current owner's acquisition of the property. The current location of the dwelling limits opportunities for expansion without encroaching into the setback area. The applicant did not create the existing placement of the home, and the practical difficulty arises from the established location of the structure on the lot rather than from any action of the current property owner. The proposed enclosed screen porch will not project farther into the front yard setback than the existing residence.
4. The variance will not alter the essential character of the locality.
   The proposed enclosed screen porch is compatible with the surrounding residential neighborhood and will not alter its essential character. Other homes within the surrounding area similarly encroach into the current front yard setback due to historical development patterns. The proposed addition maintains the established building line of the existing residence and is consistent with the character and appearance of nearby single-family homes.
5. The plight of the landowner is due to circumstances unique to the property not created by the landowner, and the variance, if granted, will not alter the essential character of the locality.

BE IT FURTHER RESOLVED that the City Council finds the requested variance satisfies the standards for granting a variance under applicable Minnesota law and City Code. Accordingly, the City Council approves the variance from City Ordinance § 151.21(3)(a), reducing the required front yard setback from thirty (30) feet to two (2) feet to allow construction of an enclosed screen porch at 302 Kirkwood Street East.

Passed by the City Council of Lanesboro, Minnesota this 6th day of July, 2026.

____
Alicia Pearson
Its: Mayor

Attested:

____
Mitchell Walbridge
Its: City Administrator/Clerk

Option 1 – Purchase Pre-Owned 2019 Elgin Pelican NP

Description	**Amount**
Vehicle Replacement Fund	$166,987
Trade-In Credit	$10,000
Total Available	$176,987
Purchase Price	($153,000)
Remaining Fund Balance	**$23,987**

Advantages

- No financing costs.
- Leaves approximately $24,000 in the replacement fund.
- Lowest overall cost.
- Immediate replacement of aging equipment.

Disadvantages

- Used equipment with prior wear and unknown remaining service life.
- May require maintenance sooner than a new unit.
- Significant decrease to fund balance.

From: David Haugen
To: Darla Taylor
Subject: Fwd: 2019 Elgin Pelican- Single Gutter
Date: Monday, June 22, 2026 9:24:01 AM
Attachments: image001.png

Would you be able to print out pictures for me please

Begin forwarded message:

> **From:** Tony Cocchiarella <tony.cocchiarella@macqueengroup.com>
> **Date:** June 19, 2026 at 12:40:47 CDT
> **To:** David Haugen <dhaugen@lanesboro-mn.gov>
> **Subject: 2019 Elgin Pelican- Single Gutter**
>
> Dave,
>
> Below is a link to the Pelican we just spoke about. It's a 2019 (Built in March of 2019). Overall, it looks to be in very good condition.
>
> The sweeper is currently at our Lake Orion Michigan location, but I can get it brought to St. Paul if you are leaning towards this machine. Again, this is a single gutter broom (RH broom) but the model year and hours are very good for the price.
>
> The price below includes our service department going through the Pelican and replacing/repairing items. *The miles and hours are not 100% accurate on our website (see accurate information below).*
>
> **Price: $153,000**
> **Hours- 3,620**
> **Miles- 12,650**
> https://www.macqueengroup.com/used-equipment/2019-pelican-np-elgin
>
> Talk with you soon!
>
> **Tony Cocchiarella**
> Equipment Sales-Environmental | St.Paul, MN
> **Tony@macqueengroup.com**
> **Mobile**: 612-328-9174

PRE-OWNED INVENTORY

2019 Elgin Pelican NP

SKU: C052441

Location: Lake Orion, MI

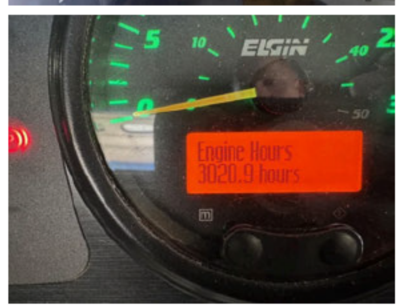
- 2019 Elgin Pelican NP (Single Broom)

- Machine Miles: 11,381
- Machine Hours: 3,266
- Single Gutter Groom
- Full Machine HD Limb Guard
- Auto-Lube
- RT Gutter Broom with Tilt
- Rear Sliding/Glass in Cab
- LF – Seat in Cab
- Drum Main Broom
- Top Mounted - Street Side Beacon in Protected Cage

Gallery





Request Pricing

First Name*

Last name*

Option 2 – Purchase New with Municipal Lease

Option	Purchase Price	Financing	Annual Payment	Total Paid (No Early Payoff)	Fund Balance Remaining
Pre-Owned 2019	$153,000	No	—	**$153,000**	$23,987
New (Cash)	$320,930	No	—	**$320,930**	Additional $143,943 needed
New – 5 Year	$320,930	Yes	$59,377.02	**$356,262.12**	New equipment financed
New – 6 Year	$320,930	Yes	$52,477.12	**$367,339.84**	New equipment financed
New – 7 Year	$320,930	Yes	$47,521.63	**$380,173.04**	New equipment financed
New – 8 Year	$320,930	Yes	$43,847.70	**$394,629.30**	New equipment financed

Option	Total Paid	Additional Cost Above Cash Price
New (Cash)	$320,930.00	—
New – 5 Year	$356,262.12	**$35,332.12**
New – 6 Year	$367,339.84	**$46,409.84**
New – 7 Year	$380,173.04	**$59,243.04**
New – 8 Year	$394,629.30	**$73,699.30**

Advantages

- Provides greatest annual budget flexibility.
- No early payoff penalty
- New equipment.
- Full warranty.

Disadvantages

- Interest expenses.
- Annual repayments; adds to City debt.
- Increased overall cost.

From:	Tony Cocchiarella
To:	David Haugen; City of Lanesboro
Subject:	New Elgin Pelican- Municipal Lease Option
Date:	Wednesday, June 24, 2026 5:24:30 PM
Attachments:	image001.png

Dave & Mitchell,

I have priced out a new Pelican that we have in our lot in St. Paul on the MN State Contract and asked Bell Bank to run numbers for me on it. The new Elgin Pelican quoted, is identical to the sweeper we showed you yesterday.

Below is a breakdown of the Municipal lease (Finance) options. Please note, there is NO early pay-off penalty and the payment is annually.

If you have any further finance questions, we can set up a call with Jeff at Bell Bank.

MN State Contract Pricing on NEW Elgin Pelican- $320,930.00
Trade-in on 2006 Elgin Pelican- $10,000.00

Municipal Lease Options:

---

(1) New Pelican Sweeper

Sale price -	$320,930.00 (includes $395 doc fee)
Less: trade allowance -	(10,000.00)
	$310,930.00

5 year full payout municipal lease purchase financing
Rate – 5.79%
Annual payments – (1) advance payment = $59,377.02, followed by (5) equal consecutive annual payments = $59,377.02

6 year full payout municipal lease purchase financing
Rate – 5.95%
Annual payments – (1) advance payment = $52,477.12, followed by (6) equal consecutive annual payments = $52,477.12

7 year full payout municipal lease purchase financing
Rate – 6.20%
Annual payments – (1) advance payment = $47,521.63, followed by (7) equal consecutive

annual payments = $47,521.63

8 year full payout municipal lease purchase financing
Rate – 6.49%
Annual payments – (1) advance payment = $43,847.70, followed by (8) equal consecutive annual payments = $43,847.70

Thanks,

Tony Cocchiarella
Equipment Sales-Environmental | St.Paul, MN
Tony@macqueengroup.com
Mobile: 612-328-9174

MACQUEEN™

LENNOX
INDOOR COMFORT SYSTEMS
Innovation never felt so good.™

Vis Plumbing - Heating - Air Conditioning
Phone 467-2240 / 886-2008
Lanesboro / Harmony

Quote

Name: City of Lanesboro | Date: 6/12/2026
Address: | Prices valid for 30 days from date.
Community Hall bathroom

Item	Cost
1- Rheem 80 Gallon 160,000 BTU Water heater	
All copper press fittings to hook up new unit	
All gas piping to hook up new heater	
All PVC and fittings to hook up new unit	
All fiberglass insulation to copper new pipe and fittings	
Install new pvc pipe for condensate drain	
Remove and dispose of old unit	
All labor and materials to install new water heater for basement	
of community hall	
Total investment	$13,499.90
Minnesota plan review if needed	$845.00
Minnesota inspection fee	$613.00
Inspection fees and plan review fees may be less but amount	
was taken from website calculator	
This water heater is not stocked locally and comes from the factory	
will take about 5 weeks to get. You can have it shipped from factory	
for a fee.	
Bradford white Model is in stock in Minneapolis and can be here	
next day if needed	
1- Bradford White 60 gallon 199,000 BTU Water heater you would	
have to add 950.00 to total price.	

Number of Pages in this bid:

The new degree of comfort.®

TRITON® – The Most Intelligent, High-Efficiency Commercial Gas Water Heater in the Market

Ideal for Replacements and New Construction Applications

THE TRITON ADVANTAGE

- Most accurate, all-inclusive leak detection and prevention system in the market
- Eliminate downtime with the ability to detect and prevent water heater problems
- Triple pass heat exchanger constructed of porcelain coated ASME grade steel
- Universal retrofit features make it easy to replace any water heater

SS EXCLUSIVE FEATURES

- **LeakGuard™** – All inclusive leak detection and prevention system with auto shut off valve limits water leakage outside the tank
- **Integrated BMS Connectivity Via BACnet (MS/TP)** – Built-in BACnet port easily connects to building management systems (BMS)
- **Energy & Water Usage Reports** – Track usage trends and manage energy and water consumption through the Rheem EcoNet app
- **Warranty** – 5-Year limited tank* 5-year warranty (extendable to 15 years on 200-500K BTU/h models)

SS AND SU FEATURES

Built-In Intelligence

- **LeakSense™** – Intelligent leak detection system detect leaks as small as a grain of sand and provides real-time notifications that warn you before it becomes an emergency
- **EcoNet® Smart Monitoring Technology with Integrated WiFi**** – Rheem Exclusive! Provides performance updates and alerts via both mobile device and full-color LCD display
- **Systematic Health Checks** – Ongoing self-monitoring of Triton's most vital components and alerts of potential issues
- **Preventive Maintenance Alerts** – Maintenance reminders help to extend life of the tank

Easy Retrofit/Installation

- **Multiple Connection Points** – Multiple water connections at the top, side and bottom of the unit simplify installation for replacement of any model
- **Variety of Flexible Venting Options Including InnoFlue® Flex Venting** – Polypropylene, PVC, CPVC, InnoFlue® Flex Vent and ABS materials; venting 2, 3, 4 and 6 inch diameters
- **Built-In Condensate Neutralizer** – Reduces water acidity for safe drainage

Built to Last

- **Triple Pass Heat Exchanger** – Constructed with premium porcelain coated **ASME-grade steel** to minimize rust and corrosion for extended tank life and maximum thermal efficiency
- **Advanced Power Anodes** – Self-adjusting, non-sacrificial power anodes provide systematic monitoring of anode health and remaining tank life

Energy Efficient

- **Full Modulation** – Maximizes energy savings by optimizing BTU input for specific water heating demand
- **Scheduling Capability** – Adjust to heat water only during peak operating hours when your business needs it most

Plus

- Altitude certified up to 8,999 feet above sea level
- 3/4 -1 1/4 Inch gas connection
- CSA/ASME rated T&P valve
- Meets 14 ng/J NOx requirements
- SCAQMD Rule 1146.2 compliant
- ENERGY STAR® rated
- NSF Rated
- Meets Massachusetts specifications
- Maximum temperature setting 185°F
- **Warranty** – SU Model: 3-Year limited tank; SS Model: 5-Year limited tank*

*See Commercial Warranty Certificate for complete information.

**2.4 GHz WiFi broadband Internet connection required.

Triton SS 80 & 100-Gallon | **Triton SS 119-Gallon**

Rheem Triton

80, 100 & 119-Gallon Capacities
130,000 - 499,900 BTU/h
Sealed Combustion System
Up to 98% Thermal Efficiency
Ultra Low NOx
Porcelain Coated Tank Lining and Heat Exchanger
Natural and LP Gas

With Optional Kit

ASME (OPTIONAL)

Low Lead Compliant

INTEGRATED AIR & WATER

BASE MODELS: SU = SMART UNIVERSAL		
[illegible]	[illegible]	[illegible]

PREMIUM MODELS: SS = SMART AUTO SHUTOFF VALVE		
[illegible]	[illegible]	[illegible]

VENTING OPTIONS

POWER DIRECT VENT

MODEL NUMBER	MAX. VENT LENGTH (Eq. Ft.) PIPE DIAMETER 2" (5 cm) INLET	2" (5 cm) OUTLET	3" (8 cm) INLET	3" (8 cm) OUTLET	4" (10 cm) INLET	4" (10 cm) OUTLET	6" (15 cm) INLET	6" (15 cm) OUTLET
GHE80SU/SS-130(A)	20	35	60	75	120	135	X	X
GHE80SU/SS-160(A)	20	35	60	75	120	135	X	X
GHE80SU/SS-200(A)	X	X	60	·75	120	135	X	X
GHE80SU/SS-300(A)	X	X	60	75	120	135	120	135
GHE100SU/SS-130(A)	20	35	60	75	120	135	X	X
GHE100SU/SS-160(A)	20	35	60	75	120	135	X	X
GHE100SU/SS-200(A)	X	X	60	75	120	135	X	X
GHE100SU/SS-250(A)	X	X	60	75	120	135	X	X
GHE100SU/SS-300(A)	X	X	60	75	120	135	120	135
GHE100SU/SS-400(A)	X	X	50	65	70	85	120	135
GHE119SU/SS-500(A)	X	X	65	65	120	130	120	130

POWER VENT

MODEL NUMBER	MAX. VENT LENGTH (Eq. Ft.) PIPE DIAMETER 2" (5 cm) INLET	2" (5 cm) OUTLET	3" (8 cm) INLET	3" (8 cm) OUTLET	4" (10 cm) INLET	4" (10 cm) OUTLET	6" (15 cm) INLET	6" (15 cm) OUTLET
GHE80SU/SS-130(A)	–	35	–	135	–	185	–	X
GHE80SU/SS-160(A)	–	35	–	135	–	185	–	X
GHE80SU/SS-200(A)	–	X	–	135	–	185	–	X
GHE80SU/SS-300(A)	–	X	–	135	–	145	–	120
GHE100SU/SS-130(A)	–	35	–	135	–	185	–	X
GHE100SU/SS-160(A)	–	35	–	135	–	185	–	X
GHE100SU/SS-200(A)	–	X	–	135	–	185	–	X
GHE100SU/SS-250(A)	–	X	–	135	–	185	–	120
GHE100SU/SS-300(A)	–	X	–	135	–	185	–	120
GHE100SU/SS-400(A)	–	X	–	65	–	100	–	135
GHE119SU/SS-500(A)	X	X	–	75	–	150	–	150

Recovery Rating – as used in this Standard, the quantity of water obtained by multiplying the manufacturer's input rating in BTU per hour by the thermal efficiency and dividing the product by 825 BTU per gallon. This is based on a 100°F temperature rise and a nominal specific heat for water of 8.25 BTU per gallon per degree F.

MODEL NUMBER	FLEX VENT LENGTHS POWER VENT ONLY AP19353 – 50' OF 3" PP FLEX PIPE AP19354 – 25' OF 3" PP FLEX PIPE — PIPE DIAMETER 3"
GHE80SU/SS-130(A)	60
GHE80SU/SS-160(A)	60
GHE80SU/SS-200(A)	60
GHE80SU/SS-300(A)	60
GHE100SU/SS-130(A)	60
GHE100SU/SS-160(A)	60
GHE100SU/SS-200(A)	60
GHE100SU/SS-250(A)	60
GHE100SU/SS-300(A)	60
GHE100SU/SS-400(A)	60
GHE119SU/SS-500(A)	80

NOTE: Equivalent 60 Ft. & 80 Ft. with rigid & flexible pipe.

For each long radius sweep 90° elbow, reduce pipe length by five (5) feet.
For each standard sweep 90° elbow, reduce pipe by eight (8) feet.
For each 45° elbow, reduce pipe length by two and a half (2.5) feet.
Note: Vent pipe size should not be mixed for venting these units.
Use same diameter pipe for all venting of the unit.
3" Concentric = 10' Intake, 15' Exhaust
4" Concentric = 10' Intake, 15' Exhaust
See use and care manual for venting details.

Venting configurations are the same for SS Models. Vents with Polypropylene, ABS, CPVC or PVC.

NOTE: For Canadian installations, please use Polypropolene, ULC S636 PVC or CPVC.

Efficiency | All models tested according to ANSI test procedures, and meet or exceed the thermal efficiency and standby loss requirements of ASHRAE standard (EPact). Also exceeds energy efficiency codes of all states including California Energy Commission (CEC).

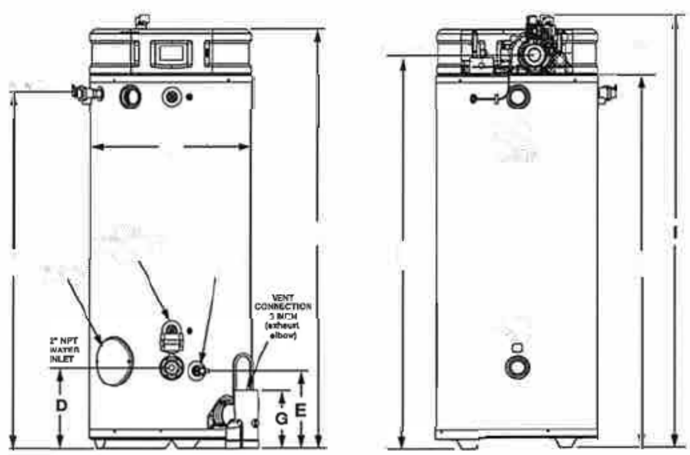
Safety and Construction | Design certified by CSA: For operation at 185 degrees; meets all safety and construction requirement of ANSI Z21.10.3; as an automatic storage or instantaneous water heater; as an automatic circulating tank water heater; and for operation on combustible floors and in alcove installations. **Certified for 150 PSI maximum working pressure (160 PSI for ASME models).**

Optional Construction | ASME construction is available on designated models. UL Sanitation (NSF5) compliant models are available when equipped with optional seal kit (Part No. AS42690).

DIMENSIONAL INFORMATIONS (Shown in English and Metric)

MODEL NUMBER	UNITS	A	B	C	D	E	F	G	H	I	VENT	SIDE WATER CONNECTION		TOP OUTLET	APPROX. SHIP. WT. (LB)*
												INLET	OUTLET		
GHE80SU/SS-130(A)	Inches	67-7/8	57.43	26-3/8	13	12-1/2	60-1/2	10-5/8	63-5/8	70-1/16	2", 3", 4"	2" NPT	2" NPT	1.5" NPT	600
	MM	1724	1459	668	331	318	1537	270	1617	1780					
GHE80SU/SS-160(A)	Inches	67-7/8	57.43	26-3/8	13										600
	MM	1724	1459	668	331										
GHE80SU/SS-200(A)	Inches	67-7/8	57.43	26-3/8	13										
	MM	1724	1459	668	331										
GHE80SU/SS-300(A)	Inches	67-7/8	57.43	26-3/8	13										
	MM	1724	1459	668	331										
GHE100SU/SS-130(A)	Inches	77	66-3/4	26-3/8	13										
	MM	1956	1696	668	331										
GHE100SU/SS-160(A)	Inches	77	66-3/4	26-3/8	13										
	MM	1956	1696	668	331										
GHE100SU/SS-200(A)	Inches	77	66-3/4	26-3/8	13										
	MM	1956	1696	668	331										
GHE100SU/SS-250(A)	Inches	77	66-3/4	26-3/8	13										
	MM	1956	1696	668	331										
GHE100SU/SS-300(A)	Inches	77	66-3/4	26-3/8	13										
	MM	1956	1696	668	331										
GHE100SU/SS-400(A)	Inches	77	66-3/4	26-3/8	13										
	MM	1956	1696	668	331										
GHE119SU/SS-500(A)	Inches	78-1/4	63-5/8	32-1/4	11-1/2										
	MM	1988	1616	818	293										

*Weights listed are for non-ASME. Add 35 lbs. for ASME models.



Minnesota Public Employees Retirement Association
Statewide Volunteer Firefighter (SVF) Plan
Interested Departments Information

Who can Participate in the SVF Plan?

Participation in the SVF Plan is voluntary and open to fire departments as a replacement of their existing volunteer firefighter pension plan. It is also open to departments that do not currently have a pension plan for their volunteer firefighters.

Who Decides Whether a Department Joins?

The fire department's relief association (if one exists) and governing body jointly make the decision to join the SVF Plan. The fire department may join the SVF Plan if both its relief association (if one exists) and governing body approve pension coverage under the SVF Plan.

Considerations for Prospective Participants

The following is information to consider when deciding whether to join the SVF Plan:

1. The SVF Plan's assumed investment earnings rate of 6% is higher than the 5% rate set in statute for local relief associations This means the SVF Plan assumes investment earnings will cover more of the fire department's annual pension cost than a relief association would assume. The SVF Plan's higher investment earnings assumption reduces the governing body's required contribution by more than a relief association's investment earnings assumption.
2. The year a fire department joins the SVF Plan, the relief association (if one exists) must file one last set of financial reports (as required by law) with the Office of the Minnesota State Auditor and pay for one last audit/attestation. Going forward, however, the relief association is no longer obligated to perform the following duties:
   - Assemble/file financial reports with the Office of the Minnesota State Auditor.
   - Pay for an outside audit or attestation of the special fund.
   - Invest the assets of the special fund. Professional portfolio managers with the State Board of Investment (SBI) take over this responsibility.
   - Pay retirement benefits and file the paperwork necessary to receive the Minnesota Department of Revenue's supplemental benefit reimbursement.
3. In most cases, fire departments join the SVF Plan at a benefit level per year of service that is equal to or higher than the relief association's current benefit level for their volunteers. With the SVF Plan's assumed investment earnings rate of 6% (rather than the 5% assumed by relief associations), governing bodies are often able to offer volunteer firefighters a higher benefit level without increasing required contributions to fund the pension.
4. Investment of the fire department's pension assets and the design of the pension plan are controlled at the state level.
5. Future benefit level increases are at the discretion of the fire department's governing body. Once a benefit level is established, a governing body cannot unilaterally decrease it. The SVF Plan provides a

defined benefit, lump-sum retirement benefit and therefore is not designed to pay annuities on a monthly basis. However, PERA can administer the pension plan for fire departments that currently pay monthly benefits to their volunteers.

SVF Plan Vesting Schedules

Vesting means that a member has qualified for benefits when they reach the minimum allowable age. The SVF Plan has three different vesting schedules, all of which are graded over time. A volunteer firefighter's vesting percentage is determined by years of service and represents the extent to which they are entitled to a future retirement benefit under the SVF Plan.

The fire department may not select a vesting schedule that requires more years of service for firefighters to become partially or fully vested compared to the relief association's vesting schedule. For example, if vesting under the relief association begins at 60% after 10 years of service, the fire department cannot join the SVF Plan under Vesting Schedule 3, where vesting begins at 40% after 10 years of service. These vesting schedule restrictions ensure that firefighters do not move "backwards" in their vested status when the department transitions from the relief association to the SVF Plan.

Departments that join the SVF Plan effective January 1, 2023, or later, select one of three vesting schedules:

Vesting Schedule 1 (increases 4% per year)

Years of Service	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
% Vested	40%	44%	48%	52%	56%	60%	64%	68%	72%	76%	80%	84%	88%	92%	96%	100%

Vesting Schedule 2 (increases 12% per year)

Years of Service	5	6	7	8	9	10
% Vested	40%	52%	64%	76%	88%	100%

Vesting Schedule 3 (increases 6% per year)

Years of Service	10	11	12	13	14	15	16	17	18	19	20
% Vested	40%	46%	52%	58%	64%	70%	76%	82%	88%	94%	100%

How to Join

1. Beginning April 1 and no later than July 15, the Secretary of the fire department's relief association (if one exists) and the Chief Administrative Officer of the fire department's governing body jointly complete and submit to PERA a Request for a Cost Analysis to Join the SVF Plan requesting that PERA prepare an analysis estimating the cost of joining the SVF Plan. The board of the relief association (if one exists) and the board/council of the governing body must grant approval to the Secretary and Chief Administrative Officer, respectively, to complete the Request for a Cost Analysis to Join the SVF Plan form. If the fire department is associated with more than one municipality or nonprofit firefighting corporation, the Chief Administrative Officer of each governing body of the fire department must jointly execute the request.

2. Once PERA receives the completed Request for a Cost Analysis to Join the SVF Plan form, PERA staff contacts the fire department and/or the Office of the Minnesota State Auditor to obtain a copy of the relief association's bylaws (if applicable) and the information needed to prepare the requested cost analysis. PERA collects information on individual volunteer firefighters, including birth dates, years of service, pension vesting status, and the dates on which volunteer firefighters joined and (if applicable) left the fire department.
3. PERA prepares the requested cost analysis free of charge. PERA provides the cost analysis, which includes estimates of future required contributions (if any), to the fire department's relief association (if one exists) and governing body.
4. PERA notifies the State Board of Investment (SBI) that the fire department is considering joining the SVF Plan. The SBI provides the fire department with information about the SVF Plan investments and about how the fire department may set up an account with the SBI.
5. After receiving PERA's cost analysis, the fire department's relief association (if one exists) and governing body have 120 days to approve pension coverage in the SVF Plan. If the relief association (if one exists) and governing body approve pension coverage under the SVF Plan, they provide PERA with written board/council resolutions documenting that approval by November 15. PERA has developed model resolutions that the relief association and governing body may use if they choose to move forward with approving pension coverage in the SVF Plan. The relief association (if one exists) and governing body may email their resolutions to join to PERASVF@mnpera.org. If the relief association (if one exists) and governing body take no action within 120 days, the existing pension coverage continues as before.
6. If participation in the SVF Plan is approved, PERA notifies the SBI. The SBI works directly with the owner of the pension assets to transfer the assets within the year in which the participation in the SVF Plan is approved. Once the pension assets are transferred to the SBI, the relief association's special fund (if one exists) ceases to exist as a pension fund. Legal title to the assets transfers to the SBI, but the assets will be used exclusively to fund the retirement benefits of the fire department's volunteer firefighters.

After Joining the SVF Plan

The fire department's relief association may choose to dissolve after the fire department joins the SVF Plan. Alternatively, the relief association may choose to continue as an organization. If the relief association chooses to continue as an organization, the relief association:

1. Is not authorized to receive any state aid or municipal funds. The Minnesota Department of Revenue sends future fire state aid and the fire department's governing body sends any contributions directly to PERA to be deposited in the fire department's SVF Plan account; and
2. May not pay pensions or benefits that were not authorized as general fund disbursements under the relief association's articles of incorporation or bylaws in effect immediately prior to the relief association approving pension coverage in the SVF Plan.

PERA does not set, administer, or provide consultation on the regulations applicable to relief associations that choose to continue as organizations after joining the SVF Plan.

EASEMENT AGREEMENT

This Easement Agreement ("Agreement") is made and entered into on ________________, 2026 (the "Effective Date"), by and between the City of Lanesboro, a municipal corporation organized under the laws of the State of Minnesota having its principal place of business at 202 Parkway Ave. S. Lanesboro, Minnesota 55949 ("Grantee"); and Diane E. Amdahl, single person, having a mailing address of 5808 Manor Ct. NW, Rochester, Minnesota 55901 ("Grantor"). Each individual may be referred to as a "Party" and collectively as the "Parties".

Background

A. The City of Lanesboro owns and operates an electrified Christmas Tree (the "Tree") for display purposes over the Christmas Holiday season. The Tree has traditionally been installed and displayed on Grantor's property over the Christmas Holiday season. The Parties desire to formalize their understanding of Grantor allowing Grantee to continue to display the Tree on Grantor's Property.

B. Grantor is the fee owner of the following described real estate situated in the City of Lanesboro, Fillmore County, Minnesota (the "Property") legally described as follows:

See Exhibit "A" identified as the "Property" for Grantor's Legal Description, which is attached and incorporated into this Agreement by reference.

C. Grantee is desirous of obtaining an easement for ingress and egress purposes from Grantor for purposes of installing, removing, and maintaining the Tree. Grantee is also desirous of obtaining an easement from Grantor for purposes of placing the Tree on Grantor's Property (collectively the "Easement").

D. Grantor desires to grant an easement for ingress and egress purposes to Grantee for purposes of installing, removing, and maintaining the Tree. Grantor also desires to grant an easement to Grantee for purposes of placing the Tree on Grantor's Property to Grantee.

E. As a matter of public policy, the City of Lanesboro must maintain access to the Tree located on the Property for installation, removal, and maintenance purposes.

NOW, THEREFORE, for valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties do hereby mutually covenant and agree as follows:

Easement Agreement Terms

1.1 **Grant of Easement.** Grantor hereby grants, bargains, and conveys unto Grantee a permanent and perpetual non-exclusive Easement for ingress and egress purposes, as well as for installation, removal, and maintenance of the Tree, over, under, and across that part of the Property as legally described on "B" identified as "Easement Area". Exhibits "A" and "B" are attached and incorporated into this Agreement by reference.

1.2 **Purpose of Easement.** The grant of this Easement shall be for the purposes of access, ingress, egress, construction, installation, maintenance, operation, inspection, upgrade, reconstruction, removal, display, or other repair and maintenance associated with the Tree installed in the Easement area.

1.3 **Successors and Assigns.** This Easement is binding upon and shall inure to the benefit of the Parties hereto and their respective heirs, successors, and assigns. This Easement shall run with the land for the benefit of Grantee and shall burden the Property of Grantor.

1.4 **Interference with Easement.** Neither Party shall obstruct or interfere in any manner with the rights and privileges of the other Party to use the Easement.

1.5 **Good Faith and Fair Reading.** It is the intention of the Parties that the rights, restrictions, and easements hereby created and granted are to be used and maintained in a manner consistent with the best interests of the Parties. To this end, whenever a matter arises that is not covered specifically by the terms of this Agreement, the Parties covenant that they will deal fairly and attempt to resolve the matter in good faith, and in keeping with the spirit of the express agreements contained therein.

1.6 **Severability.** If any provision of this Agreement is determined to be invalid or unenforceable, in whole or in part, this determination will not affect any other provisions of this Agreement and the provision in question will be modified by the Court so as to be rendered enforceable in a manner consistent with the intent of the Parties insofar as possible.

1.7 **Choice of Law.** This Agreement and any dispute, controversy, or breach arising out of, or related to, this Agreement will be governed by the laws of Minnesota, without regard to Minnesota's conflict of laws principles. All proceedings related to this Agreement shall be venued in Fillmore County, Minnesota.

1.8 **Amendments.** This Agreement shall not be amended, modified, or supplemented except by an instrument in writing signed by all Parties to this Agreement.

1.9 **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall constitute an original document, which shall be biding upon any of the Parties executing it.

1.10 **Entire Agreement.** This document and the attachments hereto contain the entire understanding of the Parties and there are no additional oral agreements, understandings, or representations relied upon by the Parties. Any modifications to this Agreement must be in writing and signed by all Parties hereto.

[Remainder of page intentionally left blank. Signature page to follow]

To evidence the Parties acceptance of this Agreement, they have executed as of the date set forth below.

<u>CAUTION</u>
READ BEFORE SIGNING

I have read the entirety of this Easement Agreement, consisting of four (4) pages. I understand all paragraphs contained in this Agreement. I state that I am signing this Easement Agreement as my own free act.

<u>GRANTEE - CITY OF LANESBORO</u>

Dated: ______________________ ____
By: Alicia Pearson
Its: Mayor

Dated: ______________________ ____
ATTEST: Mitchell Walbridge
Its: City Administrator

State of Minnesota, County of Fillmore

This instrument was acknowledged before me on ________________________, by **Alicia Pearson, Mayor, City of Lanesboro.**

(Stamp)

____
(signature of notarial officer)

Title (and Rank): ________________________

My commission expires: ____________________
(month/day/year)

State of Minnesota, County of Fillmore

This instrument was acknowledged before me on ________________________, by **Mitchell Walbridge, City Administrator, City of Lanesboro.**

(Stamp)

____
(signature of notarial officer)

Title (and Rank): ________________________

My commission expires: ____________________
(month/day/year)

GRANTOR - AMDAHL

Dated: ________________________ ____
Diane E. Amdahl, single person

State of _______________, County of _________________

This instrument was acknowledged before me on ___________________________, by **Diane E. Amdahl, single person.**

(Stamp)

____
(signature of notarial officer)

Title (and Rank): _____________________________

My commission expires: ________________________
(month/day/year)

THIS INSTRUMENT WAS DRAFTED BY:
Joseph O'Koren (#0401035)
O'Koren Law Office LLC
204 Parkway Ave. North
PO Box 420
Lanesboro, Minnesota 55949

Executive Summary

E2 Boutique, located at 117 Parkway Avenue North in downtown Lanesboro, is requesting a $10,000 loan through the Lanesboro Economic Development Authority Revolving Loan Fund to assist with a recently completed roof replacement. The business is owned and operated by Barb Soma, who established E2 Boutique in 2015 and has been a longstanding member of the Lanesboro business community through her ownership of The Amish Experience since 1987.

Earlier this year, a significant roof leak caused damage throughout the building, extending from the roof to the basement. To address the issue, the applicant completed a roof replacement project with an estimated cost of $20,000. The applicant contributed $10,000 in personal funds toward the project and is seeking financing for the remaining balance.

The business employs seven part-time staff and operates year-round, with seasonal adjustments to business hours. Financial information demonstrates a history of sustained operations and increasing gross receipts despite rising operating expenses. While detailed monthly financial statements are unavailable due to a paper-based accounting system, tax returns and historical sales records indicate continued business viability. The applicant and her spouse also maintain a strong personal financial position with a net worth exceeding [redacted] and minimal outstanding debt.

The proposed loan will be secured by a mortgage on the commercial property located at 117 Parkway Avenue North. The property has an estimated 2026 market value of $277,600 and no existing liens, resulting in an exceptionally low loan-to-value ratio of approximately 2.0 percent. The applicant has a positive history with City lending programs, having repaid a previous loan ahead of schedule.

The proposed loan terms include a five-year amortization period at a fixed interest rate of 2.0 percent, with monthly payments and no prepayment penalty. Borrower-paid closing and recording costs will apply.

E2 Boutique occupies a historic downtown building constructed in 1890 and contributes to the vitality and attractiveness of Lanesboro's business district. While alternative financing sources may be available to the applicant, the request aligns with the objectives of the City's Revolving Loan Fund and supports the continued preservation and operation of an established downtown business.

Background

E2 Boutique is a boutique clothing store located in Historic Downtown Lanesboro. It is owned by Barb Soma, who opened it in 2015. Barb has also operated a retail store, The Amish Experience, a few doors from E2 since 1987. Both businesses are organized under Village Depot, Inc., an LLC owned by Barb.

The business is open on Saturdays only between January 1 and April 15 and open seven days per week throughout the remainder of the year. There are seven part-time employees. Barb takes a draw when there is a profit.

The building that E2 is in (117 Parkway Avenue N) also has an apartment on the upper level, which is rented for $600 by a long-term tenant. The tenant pays for their own utilities.

Request/Need

The applicant is requesting a loan of $10,000. The purpose of the funding request is for roof repair. A leak in the roof that affected the building from the roof to the basement was found earlier this spring, so it has already been replaced. The project cost was estimated at $20,000, and the applicant provided a down payment of $10,000 of personal cash.

Credit and Capacity

The Lanesboro EDA is the only lender for this loan. The favorable terms of the EDA loan program and the applicant's history with the RLF program led them to a new request. The applicant had a $12,000 loan at 1% interest from Lanesboro's Small Cities Development program. The loan originated on February 28, 2027, and was paid off ahead of its maturity date of December 1, 2023. A mortgage was filed on the property at 117 Parkway Avenue North, which has not yet been satisfied (administrative oversight), so that would be done at the time of closing and a new mortgage on the property filed to reflect the current loan.

Tax returns were available for 2023 and 2024. Projections are difficult to create as the business operates on a paper accounting system rather than QuickBooks or other accounting software. The returns also include sales and expenses from the sister store, The Amish Experience. Monthly Profit and Loss Statements are not created for either business. Historical Gross Sales for 2020, 2021 and 2022 were included in the 2023 return and showed [redacted], [redacted], and [redacted] respectively.

Cost of Goods Sold and Total Expense increased between 2023 and 2024, which I would expect to see in a 2025 return based on global economics. The Gross Receipts also increased between 2023 and 2024, which may follow in the 2025 return based on the city's visitor traffic reported by Cobalt Community Research (138.8% increase in unique visitors between 2024 and 2025). Expenses in 2024 increased in several categories, including 41.66% in insurance and 66.98% in repairs and maintenance. As previously mentioned, this is for both businesses (E2 Boutique and The Amish Experience).

2027 is expected to be slower due to the Highway 250 Reconstruction project. The applicant is considering options for access to the businesses during this time.

The applicant has completed a personal financial statement. She and her spouse own land and a lake home, with little debt. Their Net Worth is greater than [redacted].

Collateral

Collateral will be in the form of a mortgage on 117 Parkway Avenue North, where the business is located. The property is held by Setting Sun Properties, an LLC held by the applicant and her husband, Jeff. There are no other liens or mortgages against the property, and its 2026 Market Value on the County's Beacon system is $277,600. This creates a Loan to Value of 2.0%. A Personal Guarantee will also be required for the loan.

Terms and Conditions

The loan request for $10,000 will be amortized over five (5) years at a rate of 2.0%. Payments will be made monthly, and the loan can be paid in full at any time without penalty.

Recording and closing fees for the EDA loan include*:

- Mortgage Satisfaction for 2017 loan - $46.00
- New Mortgage Filling - $46.00
- Mortgage Registration Tax - $23.00 ($10,000 * $0.0023)
- Closing fee - $500.00

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

Impact to Community

The building was built in 1890, according to the County's Beacon GIS site. The E2 Boutique has been in operation since 2015, and the applicant has had a business in Lanesboro since the mid-1980's. She is well known and respected in the Lanesboro and Harmony business communities.

If the project is not funded, the applicant is likely able to find funding through other sources. However, given their history with the City's lending programs and the importance of the business in the downtown community, the RLF program is an appropriate avenue for this request.

Staff Recommendation

Based on the applicant's financial capacity, available collateral, successful repayment history, and community impact, staff recommend approval of the $10,000 loan request with a five-year term, contingent upon approval by the Lanesboro City Council.