

City of Ellendale
August 13, 2026
Regular Council Meeting
7:00 pm

Agenda

7:00 Call Meeting to Order

1. Pledge of Allegiance
2. Approve Agenda

7:05 Consent Agenda Items: *If there is any item on the consent agenda that a council member feels needs further discussion, please ask for it to be removed and placed on the agenda.*

1. Accounts Payable/Claims
2. Financials
3. Minutes
 - July 9th: Public Hearing Minutes
 - July 9th: Council Meeting Minutes
4. Resolutions
 - 2026-25 Resolution Accepting Donation Money from the Ellendale Joint Ambulance for Second Quarter 2026
 -

7:15 Public Hearing

1. 518 Radel Court

City Code Section 152.209 General Fencing, Landscaping, and Vision Clearance Standards;(C) Fencing in All Zoning Districts (3)
Code Section 92.19: Nuisance Parking and Storage;(A) first paragraph, & (5) & (6) and Section 92.20 Inoperable Motor Vehicles (A)
Section (B)(3)(a) No more than four vehicles per lawful dwelling unit may be parked or stored anywhere outside on residential property.

7:30 Public Input Comment: *Those wishing to speak must state their name and address for the record. Each person will have three (3) minutes to make his/her remarks. Speakers will address all comments to the City Council as a whole and not any individual Council Member. The Council may not act on an item presented during the Public Comment period unless the item is already on the agenda for action. When appropriate, the Council may refer inquiries and items brought up during the Public Comment period to the City Clerk-Treasurer for follow-up*

- Public Input

7:45 Reports

1. Fire Department
 - **Fire Hall Update**
 - Complete punch list

- **Reports-** Logan Busho other Fire reports
 - Expenses
2. Maintenance
- Report
 - Water repairs
 - Expenses
3. Parks & Trails Committee
- Report
Cameras for park surveillance. Mosquito spraying.
 - Expenses
4. Codification
- New violations
 - 516 Radel Court. *Sent violation letter. Talked to renter. They will contact Thompson's for a dumpster and/or for curb pickup of items. They will address the grass and nuisance weeds also.*
 - 518 Radel Court *Violation letter sent. Owner is to remove snow fencing, inoperable vehicles or unlicensed vehicles, any vehicles over 4 on property, by August 13th public hearing & council meeting.*
 - Updates
 - 199 8th Avenue East – *Original complaint was received by property owner on March 9th. They wanted until the end of October to address the issues. The council stated June 15th to complete the issues. Property owner said it is not happening. The council agreed to wait until August 1st to see what progress was made before determining the next action of going to court.*
 - *City Attorney Rahrack communicated to owner on 7/1 he will move forward to file the complaint with the court to set a hearing date in case the August 1st deadline is not met. The complaint has been filed with the court. Not sure if hearing date is set but will be.*
 - *On 7/27 the owner stated they were working with Misgen Auto Parts to remove the semi trailer and other vehicles from the property. The owner had not heard back from Misgen Auto with a time that they will remove the vehicles.*
 - *As of 8/7, no progress has been noted on the property.*
 - Council decision on proceeding with court hearing
 - Violation/Warning Administrative Citations
 - 306 4th Ave. W. *City Council instructed City Attorney Rahrack to begin the lawsuit unless the owner can provide a plan to show progress and cleanup completion. Weeds and overgrowth have been removed in the front yard. On 7/27, the owner stated they would demolish the shed in the back yard and obtain dumpsters to clean up in response to Mark Rahrack's correspondence on 7/1/26. Progress is being made in the backyard. Dumpster is there. No items have been removed from the front yard beyond the landscaping. 3 inoperable vehicles remain in the front yard.*
 - Council decision on proceeding with court order

- Administrative Citation
 - 109 6th Avenue East: Abatements due by June 15th. Court's Review Hearing held July 1st. Court agreed to the following items presented by City Attorney on behalf of the City Council:
 - All household items stored outside will be removed by August 1.
 - Provide documentation that a contractor has been scheduled to do the work on the porch and roof where roof damage is present.
 - The roof & porch repairs must be taken care of by September 15th.
 - If these steps are not completed by the above dates, the city is authorized to enter onto the property to abate the issues, and all costs incurred will be assessed to the property.
 - *Email from family on July 31st. A relative will do the roof and porch repairs required. He will work on the porch first. The roof will be addressed towards the end of August or first part of September. This is in response to the requirement of having a contractor with plans in place to meet September 15th. City council can decide if they want further information or proof of contractor license doing the work. Require a contractor if the relative is not a licensed contractor.*

5. Clerk

- August 17th 6:30pm Community Hall. Ellendale Days Committee Meeting- need council representative to attend.
- Looking for someone to take Jerry Ibberson's position of EMS Director.
- Set first preliminary budget workshop

8:15 Unfinished Business

1. Clerk's Office Repairs

- Update *Waiting for countertop in office and Baker Tech date to move and connect all computers, etc. to the network.*
- *JK Routh expected to start demolition of front ramp area week of 8/17.*
- *Light is installed for the flag.*

8:25 New Business

1. CD Maturity

- General Fund CD \$21,919.51 with interest at maturity \$22,384.20
7 Mo. Term at 3.65%
Vote to approve 7 mo. Term
- Sewer Fund CD \$28,829.60 with interest at maturity \$29,440.24 include cashed in CD of \$10,951.70 with this CD for a total of \$40,391.94 at 7 mo. Term at 3.65%
Vote to approve 7 mo. Term

2. Steele County Facility Use Agreement

- Discussion

8:30 Mayor/Council Updates

1. Mayor Groth
2. Council Member Asplund
3. Council Member Meyer
4. Council Member Swanson
5. Council Member Berg

8:40 pm Adjournment

MINUTES OF ELLENDALE REGULAR CITY COUNCIL MEETING THURSDAY, AUGUST 13, 2026

Present: Acting Mayor Scott Groth; Council Members; Jon Asplund, Joel Meyer, Scott Swanson, Charles Berg, City Clerk/Treasurer Steve Engel

Absent:

Visitors: Fire Chief Logan Busho, Maintenance & Utility Supervisor Josh Otto, Emergency Management Director Jerry Ibberson; City residents: Cynthia Nelson, Laura Krenke, Brian Anderson; E-times Reporter Kay Fate, Star Eagle Reporter Ben Revermann; Other Guests: Montgomery Revermann

Call Meeting to Order: Meeting was called to order at 7:00 pm by Mayor Groth.

Agenda: Mayor Groth asked if there were any additions or corrections to the agenda. Engel had additional invoices for approval to pay next week: Olson Excavating **\$1,470 & \$11,850.00** for the TH30 water leak and 2 leaks on 3rd street south and north = **\$13,320.00**. The pantry cabinet for the fire hall in place of the 30" cabinets for **\$763.29**. He also had a fund transfer from the EDA fund to the General fund for the CEDA 2nd quarter payment of **\$1,934.25** that was paid from the General Fund instead of the EDA fund.

Motion to approve the amended agenda with the added invoices and transfer was made by Council member Asplund. Motion advanced by Council member Meyer. Voice vote taken: All in favor, Motion approved

Consent Agenda Items

A motion was made by Council Member Berg to approve the additional claims of \$14,083.29, the transfer of \$1,934.25 from the EDA account to the General fund, the Consent Agenda Items, which included Accounts Payable/Claims in the amount of \$89,420.70, the monthly financial report, Public Hearing Minutes from July 9, 2026; Meeting minutes for July 9, 2026 and Resolutions 2026-25, Motion advanced by Council member Swanson. Voice vote taken all in favor. Motion approved.

Public Hearing

1. **518 Radel Court** The owner was not present to address the violations of City Codes: Section 152.209 General Fencing, Landscaping, and Vision Clearance Standards; Section 92.19: Nuisance Parking and Storage;(A) first paragraph, & (5) & (6) and Section 92.20 Inoperable Motor Vehicles (A); Section (B)(3)(a) No more than four vehicles per lawful dwelling unit may be parked or stored anywhere outside on residential property.

EMS Director Jerry Ibberson Jerry was present to inform the council he would like the council to seek a replacement for his position in the near future. He has been unable to find anyone who is interested at this point. Jerry stated he would stay on and help train someone in as there are several things to learn regarding working with Steele County and the tasks he does for the City of Ellendale. He did remind everyone present that there is compensation for the position and reimbursement for meeting and mileage. The City will post the position in the Star Eagle.

Public Comment:

- Brian Anderson asked the council to look at the park policies regarding motorized vehicles & e-bikes. There seems to be a lot of vehicles in Emerald Park lately. It would be nice to have something posted regarding what vehicles, if any, are allowed in the city parks.
- Cynthia Nelson added a request to the public for volunteer drivers to pickup food items from Owatonna Kwik Trips, donated to the Ellendale Food shelf. It would be one day a week. If anyone is interested please contact her at 507-473-0230.

Reports

1. Fire Hall Report Chief Busho updated the council regarding the punch list. The southwest door had been fixed but APX painted the whole door instead of just touching up the bolt holes that were epoxied. The end plate is pushed in as well. Engel will contact APX or someone else to repair the door. Engel added the vents were replaced and sealed by Jim & Dudes. No other items are left.
 - Ranger Truck Tank skid Chief Busho stated the tank skid items have been ordered. Engel sent the 50% payment to Chemical Containers, Inc. (Warrior Fire Apparatus Division). They will start on the equipment this week.
 - Ranger Pickup Purchase Engel is working on the Ranger to possibly be purchased via the State Procurement Program if a vehicle can be purchased by current contracts in place that match the quote from Owatonna Ford.
 - Quotes for drop cords & kitchen Tyler has requested quotes from Brian Resler to put in outlets in the meeting room cabinet wall and for drop cords behind the trucks and a 240 volt outlet for a compressor and/or welder. The quote for the drop cords and outlet is \$2,320.00 A motion by Council member Asplund to approve the installation of the drop cords and outlet for a total of \$2,320.00 was made. Motion advanced by Council member Berg. Roll call vote: Council members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.
 - Fire masks Logan informed the council that the fire masks were inspected and found 6 that were defective and will be replaced under warranty.
2. Maintenance & Utility Supervisor Josh Otto
 - Water line repair Josh informed the council the 2 water leaks on 3rd street south and north have been repaired. He contacted a new company in Albert Lea, Legacy, who removed the soil by suction which left a smaller trench and did not disturb any utilities in the area. Both leaks were on service lines and not the main pipe. This process saved us from removing any asphalt as well.
 - Asphalt patching Josh will obtain costs of the asphalt patching needed for the 3-4 repairs done this year. We can add this cost to the 2027 budget.
 - TH30 repair We will have to patch TH30 where the water break was found this year yet. MnDot requires it to be done before winter.
 - Stihl Lawn/weed trimmer Josh informed the council the Stihl trimmer quit running. It has a scorched piston and was advised it wasn't worth the cost to repair it. It is 8-9 years old. He obtained quotes for 2 different models; one is more for commercial heavy duty use and the other is lighter use. The costs are \$540.00 and \$380.00, respectively. A motion by Council member Asplund to approve the purchase of the commercial Stihl trimmer for \$540.00 was made. Motion advanced by Council member Meyer. Roll call vote: Council members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.
 - Mosquito Spraying Josh obtained a quote for a 55 gallon drum of mosquito chemical for 2027 budgeting. The cost quoted was \$1,955.00. The council will discuss it during the budget workshops.
 - Compost road rock Josh asked the council for approval to purchase up to 5 load at 10 tons per load of Iowa rock for the road. It is seeing a lot of traffic with all the sewer dumping by various trucks that are contracted with the city, allowing dumping in our ponds. The cost is \$33.41/ton. Motion by Mayor Groth to spend up to \$1,450.00 for the rock. Motion advanced by for Council member Berg. Voice vote: All in favor. Motion approved.
 - Sanitary Sewer system size Engel held a meeting with Bolton Menk engineers Brian Sarf and John Graupmann regarding the issue of the ponds have reached their optimum capacity. Brian will present a Facility Plan to the council at the September 10th meeting.
3. Parks & Trails Committee
 - Mosquito spraying The committee met and decided to do one more mosquito spraying. The cost of the 2 extra gallons needed can be purchased with the park budget funds. Motion by Mayor Groth to

purchase the needed chemical for one more spray. Motion advanced by Council member Meyer. Voice vote, all in favor. Motion approved.

- Surveillance cameras Council member Berg has spoken to law enforcement and asked them to patrol around the park more often, to watch for any more vandalism. The committee would like to purchase cameras for the parks to deter the vandalism that has been happening. Otto and Engel informed the council the cost of a 360 camera is \$160.00 and would surveil a wider area, negating the need for 3 cameras in the city park. The cost for unlimited pictures is \$120.00 per year per camera. It was determined to purchase 3 cameras total for the parks, with signs. Motion by Council member Berg to purchase the cameras for \$400.00 and purchase the unlimited plans for \$120.00/yr per camera for a cost of 360.00. Motion advanced by Council member Asplund. Voice vote, all in favor. Motion approved.
- Old Fashion Hydrants The committee would like to purchase 2 hydrant style water pumps to place by the pavilion for a cost of \$230.00 each. Josh said he can rent a mini excavator for \$200/day to dig in the water lines to each pump. This will be discussed at the next meeting.
- Grants for tree removal. CEDA representative Dave Schmidt was present at the last Parks & Trails meeting to discuss a grant by the DNR for diseased tree removal. The grant terms are to remove a tree and plant a new tree. The grant deadline is September 19th. He suggested applying for \$50,000 and will complete the grant application for the city.
- Lions Club tree donation Mayor Groth stated the Lions Club would like to donate a tree for the city park. The committee and Josh can determine where it can be placed.

4. Codification

- New violations
 - 516 Radel Court. *Sent violation letter. Talked to renter. They will contact Thompson's for a dumpster and/or for curb pickup of items. They will address the grass and nuisance weeds also.* The owners have cleaned up and the issue is abated. No further action by the council required.
 - 518 Radel Court *Violation letter sent. Owner is to remove snow fencing, inoperable vehicles or unlicensed vehicles, any vehicles over 4 on property, by August 13th public hearing & council meeting.* Engel stated the vehicle the back yard has a Pioneer plate and is current. It is also parked on a concrete pad so it meets the ordinance. It's not known if it is operational. The other truck was moved off the front yard and appears to be operational as the owner was seen moving it. It may not have current tabs though. He has also removed a vehicle from the property so when last observed, there were only 4 vehicles on the property. The owner has not removed the fence or mowed the lawn. The council agreed to send another letter of violation regarding the grass and snow fence and unlicensed vehicle if it can be determined if the truck does not have current tabs.

Updates

- 199 8th Avenue East
- *Original complaint was received by property owner on March 9th. They wanted until the end of October to address the issues. The council stated June 15th to complete the issues. Property owner said it is not happening. The council agreed to wait until August 1st to see what progress was made before determining the next action of going to court.*
- *City Attorney Rahrack communicated to owner on 7/1 he will move forward to file the complaint with the court to set a hearing date in case the August 1st deadline is not met. The complaint has been filed with the court. Not sure if hearing date is set but will be.*
- *On 7/27 the owner stated they were working with Misgen Auto Parts to remove the semi trailer and other vehicles from the property. The owner had not heard back from Misgen Auto with a time that they will remove the vehicles.*
- *As of 8/7, no progress has been noted on the property.*

- Council decision on proceeding with court hearing Council decision is to have Attorney Mark Rahrnick contact the court for a hearing date. Motion by Mayor Groth to move ahead with the order and court hearing. Motion advanced by Council member Berg. Voice vote. All in favor. Motion approved.
- Notice of Violation/Warning Administrative Citations
 - 306 4th Ave. W. City Council instructed City Attorney Rahrnick to begin the lawsuit unless the owner can provide a plan to show progress and cleanup completion. Weeds and overgrowth have been removed in the front yard. On 7/27, the owner stated they would demolish the shed in the back yard and obtain dumpsters to clean up in response to Mark Rahrnick's correspondence on 7/1/26. Progress is being made in the backyard. Dumpster is there. No items have been removed from the front yard beyond the landscaping. 3 inoperable vehicles remain in the front yard.
 - Council decision on proceeding with court order The council decided to give the owners until our September 10th meeting to have the issues abated. If not completed, the council will direct Attorney Rahrnick to serve the complaint and request a court order hearing.
- Administrative Citation
 - 109 6th Avenue East; Order approved by court on 3/4/26. Judge approved the order with a completion date of June 15th.
 - Abatements due by June 15th. Court's Review Hearing held July 1st. Court agreed to the following items presented by City Attorney on behalf of the City Council:
 - All household items stored outside will be removed by August 1.
 - Provide documentation that a contractor has been scheduled to do the work on the porch and roof where roof damage is present.
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 - Email from family on July 31st. A relative will do the roof and porch repairs required. He will work on the porch first. The roof will be addressed towards the end of August or first part of September. This is in response to the requirement of having a contractor with plans in place to meet September 15th. City council can decide if they want further information or proof of contractor license doing the work. Require a contractor if the relative is not a licensed contractor.
 - Council decision on proceeding with court order The council will wait until the September 15th completion date before contacting the building inspector and moving to find a contractor to address the roof and house structure issues.

5. Clerk

- August 17th 6:30pm Community Hall. Ellendale Days Committee Meeting- need council representative to attend. Mayor Groth will attend the meeting.
- Budget Workshop The council set a preliminary budget workshop for Monday August 24th at 6:30 pm in the Council room at the Community Hall.

Unfinished Business

1. Clerk's Office Repairs

- Plumbing is completed. Waiting on JK Routh to start on the south entrance repairs. Engel did talk with Jesse who said they would start the demolition of the concrete ramp the week of 8/17. Jerry Ibberson and Council member Swanson will work on removing the necessary memorial bricks from the south side by the ramp.

- Also, the flag light is installed and on a dusk to dawn sensor.

8:10 New Business

1. CD Maturity

- General Fund CD \$21,919.51 with interest at maturity \$22,384.207 Mo. Term at 3.65%
Motion by Council member Asplund to reinvest the funds into a 7 month term CD as 3.65%. Council Swanson advanced the motion. Roll call vote: Council members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.

- Sewer Fund CD \$28,829.60 with interest at maturity \$29,440.24 include cashed in CD of \$10,951.70 with this CD for a total of \$40,391.94 at 7 mo. Term at 3.65%

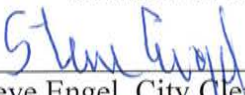
Motion by Council member Berg to combine the funds for a total of \$40,391.94 and reinvest the funds into a 7 month term CD as 3.65%. Council member Meyer advanced the motion. Roll call vote: Council members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.

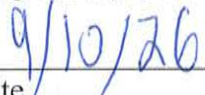
2. Steele County Facility Use Agreement Engel stated the current facility agreement needs to be updated. The enclosed agreement has been created by Steele County. This needs to be reviewed by City Attorney Rahrack as well as the council. We will need to go through the facility information with the churches to see if they are ok with the terms and participating again. No action is required at this time. It is for the council's information and to review for changes, etc.

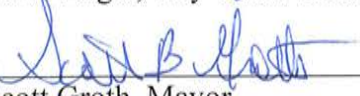
Mayor/Council Updates

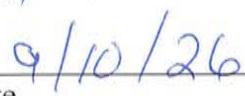
1. Mayor Groth Mayor Groth asked for a contact name for the MnDot to see if anything can be done about the TH30 RR crossing. Josh Otto will get the number for Ron Heims as he is our District 6 contact in Owatonna. Engel added the a local resident contacted a MnDot person in St. Paul, who works with the UP railroad. He was told UP is supposed to be repairing the tracks in August.
2. Council Member Asplund Jon thanked everyone who participated and helped at the National Night Out event. It was a great turnout this year.
3. Council Member Meyer Council member Meyer reminded city residents they should contact the council or office if there are issues with employee work tasks. Employees take their direction from the council.
4. Council Member Swanson No comments
5. Council Member Berg Charlie commented on the NNO turn out as well and thanked all who helped with the events.

Motion by Council member Berg to adjourn the meeting. Motion advanced by Council member Swanson Voice vote taken all in favor. Motion approved. The meeting was adjourned at 8:29 pm.


Steve Engel, City Clerk/Treasurer


Date


Scott Groth, Mayor


Date

The Minutes are a true and exact copy of the Minutes as they appear in the City of Ellendale Minutes Book.