

City of Ellendale
January 8th, 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. Minutes
 - December 11th, 2025: TnT Public Hearing Minutes
 - December 11th, 2025: Council Meeting Minutes
3. Financials

7:15 Public 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*

7:25 Reports

1. Public Safety
 - Jerry Ibberson
2. Fire Department
 - Report
 - Expenses
3. Maintenance
 - Report
 - Expenses
4. Codification
 - Updates
 - 199 8th Avenue East – *City Attorney to file complaint with property owners for personal service delivery.*
 - Notice of Violation/Warning Administrative Citation *No new citations issued*
 - Administrative Citation

- 109 6th Avenue East; 408 7th Avenue East: City Attorney moving forward with Proposed Order for the Court. Waiting to hear of court hearing date.
- 302 5th St. N Fine paid. Asked owner to confirm improved surface is present or to add material for parking next spring. Owner said there is gravel but overgrown with grass & weeds.

5. Clerk

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8:00 Unfinished Business

1. Clerk's Office Repairs
 - Update
2. Stadheim Apartment water runoff
 - Update

8:10 New Business

1. Ellendale City Appointments
 - Discuss positions to be filled
2. Resolutions
 - Resolution 2026-01 Authorizing Donation of Money from the Ellendale Fire Relief Association
 - Vote on Resolution
 - Resolution 2026-02 Accepting a Donation of Money from Badger Inc
 - Vote on Resolution
 - Resolution 2026-03 Ellendale City Appointments
 - Vote on Resolution
 - Resolution 2026-04 Designating Annual Polling Place
 - Vote on Resolution
 - Resolution 2025-05 Allowing Wire-Automated Bank Payments
 - Vote on Resolution
 - Resolution 2026-06 Authorizing Donation of Money from the Ellendale Fire Relief Association
 - Vote on Resolution

8:30 Mayor/Council Updates

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

8:45 pm Adjournment

**MINUTES OF ELLENDALE
REGULAR CITY COUNCIL MEETING
THURSDAY, JANUARY 8, 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, EMS Director Jerry Ibberson: City residents: Cynthia Nelson, Laura Krenke; Star Eagle Reporter Ben Revermann.

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

Agenda: Mayor Groth asked if there were any additions or corrections to the agenda. Motion to approve the Agenda by Council member Asplund. Motion advanced by Council member Berg. Voice vote taken: All in favor, Motion approved

Consent Agenda Items

A motion was made by Council Member Berg to approve the Consent Agenda Items, which included Accounts Payable/Claims in the amount of \$296,437.13. Meeting minutes for December 11th, 2025 and Truth and Taxation Minutes from December 11th, 2025: and the monthly financial report. Motion advanced by Council member Swanson. Voice vote taken all in favor. Motion approved.

Public Comment:

- No public comments

Reports

1. **Public Safety Jerry Ibberson** Jerry gave the council an update on December 28th snowstorm sheltering events. Several stranded travelers were put up in the community hall overnight. He presented a report regarding the event along with an update on the Steele County Emergency Management meeting. He would to thank all volunteers that assisted in aiding the stranded travelers, along with the Ellendale Fire Department and Ellendale Ambulance personnel for all the time and efforts answering several freeway accident scenes this winter. Jerry asked for approval to purchase medical supplies and new storage tubs for the items stored in the hall for these types of events. Motion by Mayor Groth to approve purchases as listed in Jerry's report for \$281.48. Motion advanced by Council Member Asplund. Voice vote. All in favor. Motion approved.
See Jerry's report attached to these minutes.
 2. **Fire Department Fire Chief Logan Busho** Logan informed the council of the fire hall walk through inspection held today. Several issues were identified that need to be addressed before we sign off on the completion of the project with APX. Logan Stenberg, the APX project manager for this project thought the subcontractors could complete all issues by next Friday, January 16. We will plan another walk through at that time. He asked Engel if the building was insured. Engel stated yes. Logan also said we will need to bring in rock for the driveways as the gravel is quite muddy. We will look at getting it this spring, when available. He also stated the Fire Relief-Gambling committee donated an additional \$5,000.00 towards the building for additional costs incurred.
- **Expenses:** Chief Busho
 - **Lockers** Logan asked for approval to purchase new on wheels lockers for the new hall. The old ones are wall mount units. We can't mount them to the steel walls. He said the firemen will try to modify as many lockers as possible. We can sell the old ones that can't be converted. Motion by Council Member Berg to approve the purchase of new lockers, up to \$10,000.00. Motion advanced by Council

Member Meyer. Roll call vote. Council members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.

- Meters Logan mentioned that there were problems with the pumps and meters freezing up during a I35 accident call. Great Plains was called to fix the problem. Several fittings and valves froze up from the subzero temperatures. Logan estimated cost is \$5,000.00. Probably need to put tank heaters on this truck as well. He will let the council know what needs to be done at a later date.
- Side by side Logan informed the council that the fire department would like to sell the side by side. We have clear title from the DNR as this was purchased from them 3 years ago. He would like to purchase a new side by side or possibly a pickup, to mount the water tank for brush fires. The fire department will look into this at a later date. Motion by Council Member Meyer to approve the sale of the side by side. Motion advanced by Council Member Asplund. Voice vote. All in favor. Motion approved.
- Hazmat training Several firemen attended training inn Waseca on hazmat incidents. It was suggested by the trainer that the department purchase a gas monitor. The estimated cost is \$300.00. Motion to purchase a gas monitor for \$300.00 was made by Mayor Groth. 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 Department pay and finances Logan had visited with firemen from Medford and discussed how their department is supported financially. The City of Medford budgets \$60,000 to \$65,000/year and the firemen are paid \$15.00/hr. when answering fire calls, etc. This was just information for the council, to make them aware of other towns and how their departments are supported. The Ellendale Fire Department is supported by the township contracts which are used for all previous equipment purchases. Fiermen receive stipend payments for ambulance support calls, but not fire calls. There was no decision for the council to make. They will look into the city budget idea and pay for fire calls. Council Member Asplund asked to table any discussion on the suggestions, to a later time when more information is available.

3. Maintenance: Maintenance & Utility Supervisor Josh Otto

- Sewer Pond Update: Josh stated the structure is in place. The concrete and grout work is done. Brandon is hoping to connect the force main line to the structure on Monday and give it a trial run. The new pipe and concrete platform have already been installed in the pond and ready to test.
- Water Sample from 406 6th St. North ditch. Josh had a sample tested. It did have minimal chlorine in it. UC Labs recommended taking several samples to get a better amount level. It appears there is a water line leak but it's not known where there is a line in that area.
- Snow removal Josh used the county loader to clean main street vs calling in Theile Trucking. Josh can contact Paul Kintz to determine payment terms.

4. Codification

- Updates
 - 199 8th Avenue East – Attorney Rahrck is awaiting confirmation from the sheriff's department that the complaint has been served. He has reached out to the sheriff's department again and is awaiting an update.
- Notice of Violation/Warning Administrative Citation No new notices received or issued.
- Administrative Citation
 - 109 6th Avenue East; 408 7th Avenue West: A hearing date of 3/5/2026 at 10:30am is scheduled. The court system is backed up. The draft proposed order will be reviewed closer to the hearing date.

5. Clerk No items

Unfinished Business

1. Clerk's Office Repairs

- Update We are waiting for the electrician. Brian Resler is planning to come the week of the 12th. Steam Bros. completed the mold treatment in the crawl space and cleaned all air vents. No other mitigation is needed.

8:10 New Business

1. Ellendale City Appointments

- Discuss positions to be filled. All previous positions are ok for this year also. The only change is Council Member Berg is the Fire Association co-commissioner with Council Member Asplund. Mayor Groth was originally in this role in early 2025.

2. Resolutions

- Resolution 2026-01 Authorizing Donation of Money from the Ellendale Fire Relief Association
 - Vote on Resolution Motion to approve Resolution 2026-01 was made by Mayor Groth. Motion advanced by Council Member Berg. Roll call vote: Council Members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.
- Resolution 2026-02 Accepting a Donation of Money from Badger Inc
 - Vote on Resolution Motion to approve Resolution 2026-02 was made by Council Member Swanson. Motion advanced by Council Member Berg. Roll call vote: Council Members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.
- Resolution 2026-03 Ellendale City Appointments
 - Vote on Resolution Motion to approve Resolution 2026-03 was made by Council Member Meyer. Motion advanced by Council Member Asplund . Roll call vote: Council Members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.
- Resolution 2026-04 Designating Annual Polling Place
 - Vote on Resolution Motion to approve Resolution 2026-04 was made by Council Member Meyer. Motion advanced by Council Member Asplund. Roll call vote: Council Members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.
- Resolution 2025-05 Allowing Wire-Automated Bank Payments
 - Vote on Resolution Motion to approve Resolution 2026-05 was made by Mayor Groth. Motion advanced by Council Member Berg . Roll call vote: Council Members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.
- Resolution 2026-06 Authorizing Donation of Money from the Ellendale Fire Relief Association
 - Vote on Resolution Motion to approve Resolution 2026-06 was made by Council Member Berg. Motion advanced by Council Member Meyer . Roll call vote: Council Members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.

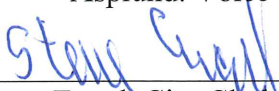
Mayor/Council Updates

1. Mayor Groth Mayor Groth Scott thanked Jerry Ibberson, the council members, Ellendale Fire Department and Ellendale Ambulance crews for all their work and help during the snow event. He also wants to hold a townhall meeting with the business owners, school administration and the

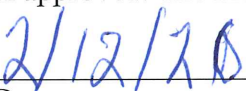
various organizations, to discuss what they would like to see this council address. A tentative date was set for March 2, 2026.

2. Council Member Asplund Nothing to add.
3. Council Member Meyer Nothing to add.
4. Council Member Swanson would like to organize a committee to look at our water tower equipment, since the warning system did not notify Josh Otto when the UPS malfunctioned a couple weeks ago. We need to look at a generator system for the tower as well as the city buildings. Engel suggested contacting Kristen Sailer regarding funding opportunities available, possibly through FEMA or other grant programs.
5. Council Member Berg thanked the fire department and ambulance crews for all their help in several situations. This winter has been a tough few months with a lot of calls. It is greatly appreciated by everyone.

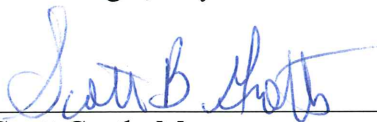
Motion by Council member Meyer to adjourn the meeting. Motion advanced by Council member Asplund. Voice vote taken all in favor. Motion approved. The meeting was adjourned at 8:02 pm.



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.