

**City of Ellendale**  
**March 13<sup>th</sup>, 2025**  
**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 it needs further discussion, please ask for it to be removed and placed on the agenda.*

1. Accounts Payable/Claims
2. Minutes
  - February 13, 2025: Council Meeting Minutes
3. Resolutions
4. Financials

**7:10 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.*

**7:20 Reports**

1. Fire Department
  - Fire Hall Committee – APX bidding update
  - Expenses
2. Maintenance
  - Service Line leaks Simplicity Drive & 4<sup>th</sup> Ave. W.
  - Street-Road Improvements: Meeting with Ulland Bros.; *Josh Otto set up meeting with Matt Carlson and street commissioners to review recommendations by Matt.*
  - City Equipment Budgeting plan:
  - Expenses
3. Ellendale Community Foundation Committee
4. Ellendale Days Committee
  - Banner Quote
  - Where to locate it
5. Steele Heights
  - Update – Starting construction in April.
6. Codification

- Updates
    - 199 8<sup>th</sup> Avenue East – *This property was not part of court order process. No additional, council action was taken.*
  - Notice of Violation/Warning Administrative Citation
    - 601 Lageson Court – *Conditional Use Permit Violation Letter and Documentation sent to Metronet in Owatonna. On hold pending Metronet response.*
  - Administrative Citation
    - 109 6<sup>th</sup> Avenue East; 408 7<sup>th</sup> Avenue West: *City Attorney is addressing the court order request by council on 2/13/25. Contact from homeowner on 3/4/25. They will respond with some action or plan on these two properties.*
7. Clerk
- Reminder 2025 Board of Appeals Meeting. Steele County Assessor's office has set the board of appeals and equalization Open Book meeting time for April 9, 2025, at 1:00 pm-3:00 pm at the City of Blooming Prairie City Hall.

**8:25 Unfinished Business**

- 1.

**8:50 New Business**

1. Ordinances
  - 2025-1 An Ordinance Amending Chapter 152 of the Ellendale City Code Relating to Radio or Television Broadcasting Stations or Towers
  - 2025-2 An Ordinance Regulating Cannabis Businesses
2. Resolutions
  - 2025-7 Resolution Approving Publication of Ordinance 2025-1 by Title and Summary
  - 2025-10 Resolution Approving Publication of Ordinance 2025-2 by Title and Summary
  - 2025-11 Resolution Accepting Donation from Ellendale Fire Relief Association for Fire Hall & Fire Dept, Operating Expenses
  - 2025-12 Resolution Designating Annual Polling Place For the City of Ellendale
3. Dutton Drive
  - Storm Sewer Outlet into holding pond
4. Towers & Antennas
  - Discussion on radio and tv towers & antennas in residential districts

**9:10 Mayor/Council Updates**

1. Mayor Groth
2. Council Member Asplund
3. Council Member Meyer

4. Council Member Swanson
5. Council Member Berg

**9:20 pm Adjournment**

**MINUTES OF ELLENDALE  
REGULAR CITY COUNCIL MEETING  
THURSDAY, MARCH 13, 2025  
7:00 PM**

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

**Absent:** Utility & Maintenance Supervisor Josh Otto

**Visitors:** Fire Chief Logan Busho; City residents: Connie Meyer, Cynthia Nelson, Laura Krenke, Amy Berg, Brian Anderson, Sue Asplund; property owner Daniel Petsinger; Steele County Times Reporter Kay Fate. Investigative Reporter Keith Haskell

**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. Motion to approve the revised Agenda by Council member Berg. Motion advanced by Council member Swanson. Voice vote taken: All in favor, Motion approved.

**Consent Agenda Items**

Engel stated a revised packet was sent out with a revised claim total. The published packet is available to the council members and to the public for reviewal. A motion was made by Council Member Asplund to approve the Consent Agenda Items, which included Accounts Payable/Claims in the amount of \$171,263.30. Council meeting minutes for February 13, 2025 and the monthly financial report. Motion advanced by Council member Berg. Voice vote taken all in favor. Motion approved.

**Public Comment:**

- Daniel Petsinger commented about he was not on this month's agenda to discuss the tower agreement. He questioned why or how a discussion or decision was made to not include him on the agenda. He implied a decision was made behind closed doors. He asked the council to reapprove him to be added to the agenda so he could properly be heard as far as Radio Link Internet and the use of the water tower. As there had not been a decision made at the last meeting, Mayor Groth responded that he believed the tower agreement was now under litigation. Mr. Petsinger said the tower is not under litigation. Council Member Berg responded that Mr. Petsinger had mentioned the water tower in his filing now. Mr. Petsinger replied he can mention whatever I want. Council Member Berg replied that once you do that, you tie our hands. Mr. Petsinger stated he would have to file a restraining order if we were unwilling to have a conversation concerning his continual use. Because the council is refusing to have any further conversation about it, there is no other choice that he has. Because, if the city is unwilling to have a conversation as to what was stated at the last meeting, and because you are stating that because it was brought up in a pleading, that you guys are refusing to respond to it, as far as a continued conversation that was discussed before, than I have no other choice to but to file for a temporary restraining order until the litigation is done so that we continue to have a conversation about it. Scott Swanson reached out to me with some additional questions and I said I would be much obliged to have an open conversation at the next meeting, and I'm not on the agenda. Mayor Groth asked Mr. Petsinger if he had asked to be on the agenda? Mr. Petsinger responded that it was assumed at the last council meeting that you couldn't make a decision today and we will have to have a continued conversation. That, to me, meant it was implied we would have a continued conversation in an open meeting. Mayor Groth stated that in December the council passed that the contract was done and we were not going to renew it. Mr. Petsinger continued on about a conflict of interest issue with Council Member Meyer making a motion before the Mayor was finished speaking. Mr. Petsinger advised the council to look at section 152.219(E) that says that you must co-locate on public facilities.
- Sue Asplund commented that she'd like to point out that since the council voted on this in December, that as a citizen I should be able to assume that you voted on it. You meant it and it's a done deal. You are under no obligation to provide a private business with access to public property.

- Keith Haskell. Gave the Clerk/Treasurer copies of documents to disperse to the council and copies for the general public. It will be dispersed to the council before the next council meeting if appropriate. He presented data that he claims showing not all data is being shown to the public in public meetings. He made several accusations of discrimination by the council against Mr. Petsinger.

## Reports

### 1. Fire Department

- Fire Hall Committee: Fire Chief Logan Busho Chief Busho stated that APX has the approaches priced out as gravel. Engel had reminded APX to include the concrete driveways in the final quote. He also asked about a holding tank for vehicle washing run off. Mitch Rohlfing said a flammable waste tank is included in the drawings. Logan did know if the subcontractor bidding had been let out yet. This will be the third or fourth time quotes have been sought for some of the subcontractors may not want to quote them again. Once we get the final quote, we can call a special meeting to speed things along if needed. Engel stated that we have to revisit the contract to get the language solidified now that USDA is not involved.
- New member equipment Chief Busho said we have a new member who is about done with his training and will need turn out gear. The cost estimate is \$3,800.00. Motion by Council Member Asplund to approve the purchase of the new gear for \$3,800.00. Motion advanced by Council Member Berg. Roll call vote, Council Members: Asplund Aye; Berg Aye; Meyer Aye; Swanson Aye; Mayor Groth Aye. Motion approved.
- Extrication Equipment Chief Busho requested the approval to purchase used extrication equipment as there is minimal priority on grant opportunities for it this year. New equipment was quoted at \$45,000.00 last year. We can purchase a demo set that's two years old for \$33,100.00. It comes with 3 tools, 6 batteries and it would be checked and certified before being sent to us. The set will still have an 8 year warranty on it. We have 2 gas tools that are in tough shape. We would put this set on our main rescue and the other good set would go on our backup trucks so we can handle two car accidents at a time, which can happen on the freeway. This purchase would come out of our equipment fund which has approximately \$275,000 in it, per Engel. Motion by Mayor Groth to approve the purchase of the extrication tools for \$33,100.00. Motion advanced by Council Member Asplund. Roll call vote, Council Members: Asplund Aye; Berg Aye; Meyer Aye; Swanson Aye; Mayor Groth Aye. Motion approved.
- Air Bag System Chief Busho stated there is a promotion by the vendor for an airbag system that goes along with the extrication equipment. Our current airbag system is out of date. The promotion allows a \$1,500 trade in for four bags. The cost after trade in is \$4,000.00. Motion by Council Member Meyer to approve the purchase of the 4 air bag kit for \$4,000.00. Motion advanced by Council Member Swanson. Roll call vote, Council Members: Asplund Aye; Berg Aye; Meyer Aye; Swanson Aye; Mayor Groth Aye. Motion approved.

### 2. Maintenance

- Service Line leaks Simplicity Drive & 4<sup>th</sup> Ave. W. Josh had MNRWA and the locating company come in to locate the line leak on 4<sup>th</sup> Ave. E. He thought we can have Brandon Flatness fix all 4 projects at the same time to save having him come back multiple times. That would include the 2 sewer lines and the 2 water service line leaks. Josh spoke with Brandon about cleaning out the south holding pond at the same time.
- Street-Road Improvements: Meeting with Ulland Bros. Josh, Jon Asplund and Scott Swanson met with Matt Carlson to discuss the street repairs, conditions and quotes. Crown Ridge street were discussed in detail, along with the storm sewer system. It was determined to schedule a council meeting to discuss the streets again, with Josh and Matt Carlson, from Ulland Bros. A meeting was set for 6:30pm on Thursday, March 20<sup>th</sup>.

### 3. Ellendale Community Foundation Committee Nothing to report.

#### 4. Ellendale Days Committee

- **Banner Quote.** Engel informed the council that S/W would not allow a second cable to strung across 5<sup>th</sup> Ave. to secure the bottom of a banner. Mayor Groth said he will inform the committee they will have to think of another option for a display of the 125<sup>th</sup> anniversary, other than a street banner, or find another location where it could be placed.

5. Steele Heights Engel reported Mr. Stadheim will be starting construction in April. Engel is waiting for the updated deferred loan agreement from Sara Bunn of the MNWFH Dept. We will need this signed by both parties before construction can begin.

#### 6. Codification

- Updates
  - 199 8<sup>th</sup> Avenue East – Engel reminded the council that this property was taken off the active list as there has been progress. The owner was not asked about this property in the letter sent.
- Notice of Violation/Warning Administrative Citation
  - 601 Lageson Court – On hold pending Metronet litigation appeal outcome.
- Administrative Citation
  - 109 6<sup>th</sup> Avenue East; 408 7<sup>th</sup> Avenue West: City Attorney Mark Rahrnick has drafted the complaints to be served on both parties listed for these two properties.

#### 7. Clerk Items

- Reminder 2025 Board of Appeals Meeting. Steele County Assessor's office has set the board of appeals and equalization Open Book meeting time for April 9, 2025, at 1:00 pm-3:00 pm at the City of Blooming Prairie City Hall.

### **Unfinished Business**

No unfinished business on the agenda

### **New Business**

#### 1. Ordinances

- 2025-1 An Ordinance Amending Chapter 152 of the Ellendale City Code Relating to Radio or Television Broadcasting Stations or Towers. Council Member Asplund asked to table a vote and schedule a meeting to discuss it with City Attorney Rahrnick.
- 2025-2 An Ordinance Regulating Cannabis Businesses. Motion by Council Member Meyer to approve Ordinance 2025-2 as written. Motion advanced by Council Member Swanson. Voice vote taken: All in favor, Motion approved.

#### 2. Resolutions

- 2025-7 Resolution Approving Publication of Ordinance 2025-7 by Title and Summary. This is tabled pending a council meeting with City Attorney Mark Rahrnick to understand the ordinance clearly.

- 2025-10 Resolution Approving Publication of Ordinance 2025-2 by Title and Summary. Motion by Council Member Berg to approve Resolution 2025-10 Approving Publication of Ordinance 2025-2. Motion advanced by Council Member Asplund. Voice vote taken: All in favor, Motion approved.
- 2025-11 Resolution Accepting a Donation of Money from the Ellendale Fire Relief Association for the Fire Hall and Fire Dept. Operating Expenses in the amount of \$5,000.00 to the building fund and \$5,000.00 to operating expenses. Motion by Council Member Meyer to approve Resolution 2025-11. Motion advanced by Council Member Asplund. Voice vote taken: All in favor, Motion approved.
- 2025-12 Resolution Designating Annual Polling Place For the City of Ellendale Motion by Mayor Groth to approve Resolution 2025-12. Motion advanced by Council Member Berg. Voice vote taken: All in favor, Motion approved.

3. Dutton Drive

- Storm Sewer Outlet into holding pond. Engel asked the council to look at the Country View holding pond located on north side of Dutton Drive. He has been contacted by a resident who is concerned about her property being inundated with storm water when it rains or we have a wet season. The complaint is the area wasn't wet before the city completed the road work that was left unfinished by the developer. He asked the council to look at the storm tile outlet and see if anyone had some ideas on how to alleviate the tile runoff into the residents' property.

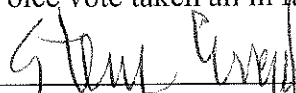
4. Towers Antennas

- Discussion on radio and tv towers & antennas in residential districts will take place on Thursday, March 20, 2025 at 6:30 pm in conjunction with the street repairs. Engel will contact Mark Rahrlick to see if that date works for him. He will ask Josh Otto to contact Matt Carlson to see if he can make it earlier, to meet on the streets.


**Mayor/Council Updates**

1. Mayor Groth No updates
2. Council Member Asplund No updates
3. Council Member Meyer Joel & Council member Asplund met with CEDA rep. Pam Krill, regarding available funds for property clean ups. He was wondering if Engel had heard anything. Engel commented that Pam had written a letter to the Steele County Administrator, asking for consideration of clean up funds available through Steele County. We have not heard back from the county yet.
4. Council Member Swanson He will work with Josh on creating the equipment budgeting.
5. Council Member Berg asked Chief Busho if the EFD got all the ice rescue equipment in time for the ice rescue training. It was received in time for the training.

Motion by Council member Asplund to adjourn the meeting. Motion advanced by Council member Meyer. Voice vote taken all in favor. Motion approved. The meeting was adjourned at 7:55pm.

  
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 Steve Engel, City Clerk/Treasurer

4.10.25  
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 Date

  
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 Scott Groth, Mayor

4/10/25  
 \_\_\_\_\_  
 Date

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