

**City of Ellendale**  
**March 12<sup>th</sup>, 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
  - February 12, 2026: 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. Fire Department
  - Hall Report *Substantial Completion* agreement signed 2/27/26. Dept began work/cleanup in hall. Punch list of 9 items sent to APX for completion before Full completion is agreement.
  - Report
  - Expenses
2. Maintenance
  - Report
  - Pickup Tires & Rims *See Reese Tire quote.*
  - Pickup Truck Fuel Tank
  - Expenses
3. Codification
  - Updates
    - 199 8<sup>th</sup> Avenue East – *City Attorney Re-sending complaint 3/10/26. It was not received by Ramsey County law enforcement.*
  - Notice of Violation/Warning Administrative Citation 306 4<sup>th</sup> Ave. West *Council discussion on violations and how to proceed.*

- Administrative Citation
  - 109 6<sup>th</sup> Avenue East; *Proposed order approved by court on 3/4/26. Judge approved the order with a completion date of June 15<sup>th</sup>.*

4. Clerk

- Board of Equalization-Open Book Meeting, at Blooming Prairie. April 8, 2026 1:00 pm – 3:00 pm.

**8:00 Unfinished Business**

1. Clerk's Office Repairs

- Update *Sheetrocking, taping in progress.*

**8:10 New Business**

1.

- Discuss & vote on agreement

2. Resolutions

- Resolution 2026-13 Authorizing Supplemental Aid Payment to Fire Relief Association
  - Vote on Resolution
- Resolution 2026-1x
  - Vote on Resolution

3. \_

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**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, MARCH 12, 2026

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

**Absent:**

**Visitors:** Fire Chief Logan Busho, Maintenance & Utility Supervisor Josh Otto; City residents: Cynthia Nelson, Laura Krenke, Brian Anderson, Jim Crosby; Star Eagle Reporter Ben Revermann; Steele County Times Reporter Kay Fate.

**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 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 Meyer to approve the Consent Agenda Items, which included Accounts Payable/Claims in the amount of \$364,376.46. Meeting minutes for January 8<sup>th</sup>, 2026 and the monthly financial report. Motion advanced by Council member Swanson. Voice vote taken all in favor. Motion approved.

## **Public Comment**

- Laura Krenke inquired about taking down park trees that appear to be rotten. Josh Otto will check them out.
- Cynthia Nelson inquired as to what can be done regarding a tattered and torn flag being flown on a nearby property. She also asked if the council would be addressing the un-mowed lots in the Country View development, this summer. Engel will check with City Attorney Mark Rahrack regarding the flag and the pole, which is not secured permanently.
- Jim Crosby wanted to know if roosters were allowed now that the ordinance is in effect. Mayor Groth responded that roosters are not allowed.

## **Reports**

### 1. Fire Department Fire Chief Logan Busho

Logan informed the council the department is doing work in the new hall. Engel has the Substantial Completion agreement signed as of 2/27/26. We have strengthened the mezzanine railing by adding plywood and painting it all. The window blinds are installed. We have received numerous and generous donations from several businesses. A company in the cities donated a conference table and whiteboards. We've received a Husky toolbox from Home Depot. Another company may help us with cabinets and countertops. We also received several desks and chairs from another company today. They donated the items we were looking at purchasing from Uline. It's been a humbling experience and very appreciated.

We will have to look at removing the gravel that was put in the driveways. It is too muddy and soft now. Engel will contact the subcontractor to get their opinion on the gravel base to see if a different material should be put down. It was suggested putting rock down and letting the ground settle before paving the driveways. Until the frost is out, we don't want drive the trucks over them.

We have not received the lockers yet. They aren't shipping until April.

- Expenses: Chief Busho

Steve has already ordered several parts for truck repairs. The following parts have been received:

Fan switch \$12.00  
Horn switch \$75.00  
Turbo boots & tubes approximately \$800.00 (pre-approved over \$500)  
Taillights \$ 25.00  
Tower light bracket \$200.00  
Two batteries \$257.00 (*after credit applied*)

Items still needed to order are:

2 window switches at \$75.00 = \$150.0

LED low beam heated headlights to update the old lights on two trucks. Cost is \$360.00 each for \$1440.00. A bracket has to be replaced and relocated for the flashers on one truck. Cost with 4 LEDs is about \$2,000.00.

Getting quote for air dryer on the old tanker truck. It's a military part so it has to be ordered. Different air pressure requirements. The truck can operate without it but it needs to be replaced.

Motion to approve the purchase of all

truck parts for \$3,600.00 was made by Council member Berg. Motion advanced by Council member

Asplund.. Roll call vote: Council members: Asplund-Aye; Meyer-Aye; Swanson-Aye; Mayor Groth-Aye.

Motion approved.

- Other Items

Tables and chairs. We'd like to purchase 28 new chairs and 10 tables from Sam's Club for \$2,040.00

Motion by Council member Berg to approve the purchase of chairs and tables for \$2,040.00. Motion advanced by Council member Asplund.. Roll call vote: Council members: Asplund-Aye; Meyer-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.

## 2. Maintenance Maintenance & Utility Supervisor Josh Otto

- Pickup tires & Rims: Josh obtained a tire quote for the city pickup truck if the amount of \$1,683.00. He also presented an option to purchase a full set of rims with tires mounted for a cost of \$1,500.00. The tires have most if the tread left. This would give us the ability to have summer tires (road tires) and a winter set for snow plowing that have a larger tread. Motion be Council Member Asplund to purchase the tires with rims for \$1,500, from Josh. Motion advanced by Council Member Meyer. Motion carried. Roll call vote: Council Members; Asplund, Aye; Berg, Aye; Meyer, Aye; Swanson, Aye; Mayor Groth, Aye. Motion approved.
- Pickup fuel tank Josh stated Sequoia Landscape has a pickup 75 gallon fuel tank for sale. Alex is asking \$500.00. This would allow him to have regular gas on hand, for the mowers and other equipment, instead of either diving the mowers to Casey's or having to use 5 gallon cans to transport gas all the time. Motion be Council Member Berg to purchase the fuel tank from Sequoia for \$500.00. Motion advanced by Council Member Swanson. Motion carried. Roll call vote: Council Members; Asplund, Aye; Berg, Aye; Meyer, Aye; Swanson, Aye; Mayor Groth, Aye. Motion approved
- Other Brandon Flatness postponed digging up the #3 we'll head due to an equipment breakdown. He is targeting next week, weather permitting to start the project.
- Brad White from First Systems will be coming down to recalibrate the well pump flow meters and to determine if the well pumps can run on variable frequency drives. Currently, the pumps are running at their maximum pump rate of 160 gpm with 150 gpm meters. The only way to regulate the flow rate is to close the valves down. This will cause pump failure in time.

## 3. Codification

- Updates
  - 199 8<sup>th</sup> Avenue East – Engel informed the council Mark was re-sending the complaint to Ramsey County. They did not receive the original documentation served.
- Notice of Violation/Warning Administrative Citation 306 4<sup>th</sup> Ave. W.

Motion by Council Member Berg to allow 90 days, June 15<sup>th</sup>, for property issues to be abated. Motion advanced by Mayor Groth. Motion carried. Voice vote. All in favor. Motion passed. Engel to send out the violation letter.

- Administrative Citation
  - 109 6<sup>th</sup> Avenue East; 408 7<sup>th</sup> Avenue West: The court granted the request by the homeowner to have the property abated by June 15<sup>th</sup>. The city may

#### 4. Clerk

- Engel reminded the council and public the Board of Equalization-Open Book meeting is set for April 8, 2026 in Blooming Prairie.

### **Unfinished Business**

#### 1. Clerk's Office Repairs

- Update. Sheetrock is hung. Mudders couldn't make it this week. They will be here next week. Engel talked to Jesse Routh to see if he's still planning to replace/repair the south entrance. Jesse is planning on it.

#### 2. Stadheim Apartments

- Apartments are completed and leasing is in process. Last draw on the MNWFH deferred loan has been completed and paid to Stadheim Properties.

#### 3. CD for water fund

- New CD at 7 months, 3.65%. Rollover \$43,644.96 (plus interest to be calculated on \$21,778.07 on 3/14/26).
- Vote to approve Motion to approve new CD at 3.65% was made by Council Member Asplund. Motion advanced by Council Member Meyer. Roll call vote: Council Members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.

#### 4. CD for Fire fund

- New CD at 7 months 3.65% \$10,783.33 (plus interest to be paid at maturity on 3/23/26)
- Vote to approve Motion to approve new CD at 3.65% 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.

### **8:10 New Business**

#### 1. Waseca Fire Dept. Fit Test Agreement

- Discuss & vote on agreement

Chief Busho explained the Waseca Fire Department has purchase the fit test equipment and has approached the surrounding fire departments to pay a portion of the cost with the agreement each fire department can use the equipment to perform their own fit tests versus paying an outside source for this service. The agreement is for 5 years at a cost of \$1,086.00 total. Busho stated, currently, we are paying approximately \$1,000.00 per year for this service.

- Motion to approve the agreement with Waseca Fire Dept. with a cost of \$1,086.43 to share the Fit Test costs as made by Council member Asplund Motion advanced by Council member Berg. Roll call vote: Council Members: Asplund-Aye; Meyer-Aye; Berg-Aye; Swanson-Aye; Mayor Groth-Aye. Motion approved.

#### 2. Resolutions

- Resolution 2026-11 Amending Master Fee Schedule- Fire Service Response Fee

This resolution is to increase the base fire call rate from \$750.00 to \$1,000.00. This coincides to other surrounding fire departments.

Motion to approve Resolution 2026-11 was made by Council Member Meyer. Motion advanced by Council Member Swanson. Voice vote. All in favor. Motion approved.

- Resolution 2026-12 Authorizing Donation of Money from Ellendale Fire Relief Association

The Gambling board is donating \$2,500.00 towards additional fire hall expenses the fire department is acquiring for the interior of the hall.

Motion to approve Resolution 2026-12 was made by Council Member Berg. Motion advanced by Council Member Swanson. Voice vote. All in favor. Motion approved.

2. Cannabis-Tobacco-Non-use on Public Property Ordinance -Discussion

- Discussion on purpose, substance and enforcement

- i. Cannabis

- ii. Tobacco

The council discussed the enforcement issues that may be encountered with cannabis and tobacco use in public locations. There are current statutes governing tobacco use in public buildings. Any ordinance would be enforced by law enforcement. The council agreed to table any action to implement an ordinance for either substance.

### Mayor/Council Updates

1. Mayor Groth Mayor Groth thanked all participants of the town hall meeting held last week. It was well intended with many people wanting to hold future meetings as well. Mayor Groth asked for approval to purchase 5 ceremonial flags for Ellendale Days, for the City to display. The cost is \$45.00 plus shipping for an estimated cost of \$225.00 plus shipping. Motion to approve the purchase for \$225.00 plus shipping was made by Mayor Groth. Motion advanced by Council Member Swanson. Voice vote. All in favor. Motion approved. Mayor Groth would also like to congratulate the NRHEG Girls basketball team on a successful season and making it to the state tourney. That is a great achievement.
2. Council Member Asplund Jon asked Josh Otto to make sure Ulland's fixes the manholes in Crown Ridge. They were not completed last fall, when the mil-overlaying was done. Josh should contact Matt Carlson this spring.
3. Council Member Meyer Joel would like to meet with Dave Schmidt, our CEDA representative, regarding grants or other funding opportunities for any upcoming city projects. Namely our 2031 infrastructure project.
4. Council Member Swanson Scott inquired of Josh Otto, if the generator was working, that runs the city buildings? Josh will check it. There was a high pressure light coming on but he didn't know what was causing it. He'll look at it tomorrow.
5. Council Member Berg would like to thank the food shelf volunteers for the successful event last week. He would like to get the Parks & Trails committee together, to start looking at park tasks for this spring & summer.

Motion by Council member Swanson to adjourn the meeting. Motion advanced by Council member Meyer. Voice vote taken all in favor. Motion approved. The meeting was adjourned at 7:56 pm.

Steve Engel  
Steve Engel, City Clerk/Treasurer

Scott Groth  
Scott Groth, Mayor

4-9-26  
Date

4/9/26  
Date

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