

## **HERON LAKE CITY COUNCIL**

**DECEMBER 3, 2025**

**7:00 PM**

Attended by: Andrew Rasche, Glenn Kuhnau, Zach Schumacher, Mark Haberman, Lance Baumann, John Haberman, Chad Diemer, Joe Liepold, Marlys Olson, Jason Zinter

### **TRUTH & TAXATION**

Hearing was opened by Mayor Rasche. There were no questions from those in attendance and nothing has brought forward to the city office. Hearing closed by Mayor Rasche.

### **CALL MEETING TO ORDER**

Mayor Rasche called meeting to order.

### **APPROVE AGENDA**

**Motion made by Council Member Haberman to approve the agenda. Seconded by Council Member Kuhnau. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed.**

- Any additions
- Approve meeting minutes from November 5, 2025

**Motion made by Council Member Schumacher to approve the minutes of November 5, 2025. Seconded by Council Member Baumann. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed.**

### **OLD BUSINESS**

#### ○ **Utility Billing Update**

With the next reading we will begin with the new reader system from Beacon and the new billing system from Banyon. GWorks will be done at the end of the year.

#### ○ **Update on the Police Chief**

Nothing to update.

#### ○ **Minnesota Basic Code of Ordinances**

Nothing to update.

#### ○ **Civil Defense**

Fire Department had no one that was willing to take the position. Will keep trying to find someone to fill the position.

#### ○ **89794 380<sup>th</sup> Ave – City Water Hook-Up**

Everything is completed to the house. Waiting on a plumber to do what is needed inside the house to finish with complete set up.

#### • **Bolter & Menk – Jason Zinter**

Discussion on task order and adding all of 11<sup>th</sup> Street and also adding 3<sup>rd</sup> Ave from 10<sup>th</sup> St to 11<sup>th</sup> St. It would be 6 blocks total. Will have to scope sanitary & storm sewer. May have a lot of blind connections. Bolten & Menk with work with bonding. Plan is to do assessment on curb with hearing in January. Late February will present engineering report and hold a preliminary hearing at the same time. **Motion made by Mayor Rasche to agree to do a Master Engineering Agreement with Bolten & Menk. Seconded by Council Member Haberman. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed.** Discussion on the water tower will know more about moving forward in January.

### **NEW BUSINESS**

#### • **Birkholz & Associates 2026 Contract**

**Motion made by Council Member Schumacher to approve the 2026 contract with Birkholz & Associates. Seconded by Council Member Kuhnau. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed.**

- **Westberg Eischens 2026 Contract**

**Motion made by Council Member Schumacher to approve the 2026 Contract for Westberg Eischens as the auditors for the City. Seconded by Council Member Haberman. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed.**

- **Expressway Cigarette/3.2 License Approval**

**Motion made by Council Member Schumacher to approve the 3.2 License for Expressway-Staples Enterprises. Seconded by Council Member Kuhnau. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed.**

**Motion made by Council Member Haberman to approve the Cigarette License for Expressway – Staples Enterprises. Seconded by Council Member Schumacher. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed.**

- **Library Board Nomination Approval**

**With the end of term for Jeff Freking. The Library Board would like to have Kelly Stenzel appointed to take the open spot. Motion made by Council Member Schumacher to approve Kelly Stenzel to the Library Board starting January 1, 2026. Seconded by Council Member Baumann. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed.**

- **Library Board Meeting Minutes**

**Library Board Meeting Minutes were reviewed by Council.**

- **Carol Wagner – Legion Hall**

**No Show**

- **Resolution 2025 -25 Ambulance Donation**

**Motion made by Council Member Schumacher to accept the donation for the Heron Lake Ambulance for \$100 from Mona Buisker. Seconded by Council Member Baumann. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed.**

- **Resolution 2025 -26 Fire Department Donation**

**Motion made by Council Member Baumann to accept the donation for the Heron Lake Fire Department for \$100 from Mona Buisker. Seconded by Council Member Schumacher. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed.**

- **Resolution 2025-27 Approve Final Tax Levy**

**Motion made by Council Member Haberman to approve the 2026 Budget with a 1% tax increase. Seconded by Council Member Schumacher. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed**

- **Wages**

**Motion made by Mayor Rasche to approve the wage increases as presented. Seconded by Council Member Schumacher. Vote on the motion: Aye – Rasche, Kuhnau, Schumacher, Haberman, Baumann. Nay – none. Motion passed**

## **LIQUOR STORE – MONTHLY UPDATE – BRIDGIT PRESTON, MANAGER**

- **Different Package for Small Parties**
- **Liquor Store Appreciation is December 5, 2025**

Liquor Store Manager not in attendance. Update given on the kick bar that needed to be fixed. Should be completed next week.

**AMBULANCE – MONTHLY REPORT – JOE LIEPOLD, DIRECTOR**

Five ambulance call in November. It is the flu & cold season. Finished a trial run on the new transfer sheet. Paperwork for the ambulance license has been filed. Had a meeting with Stephanie Buhler, Medical Director. Had maintenance done on the Zoll. May need to purchase a new battery.

**FIRE DEPARTMENT – MONTHLY REPORT – CHAD DIEMER, FIRE CHIEF**

Training for November postponed due to the high winds. Changing out the fire recording system.

All diesel units have #` in with additive. MN Right To Know will be January 27<sup>th</sup> At 7:00 pm

**PUBLIC WORKS – MONTHLY REPORT – JOHN HABERMAN, PUBLIC WORK**

**POLICE DEPARTMENT – MONTHLY REPORT**

- **RRRW Rates effective 1/1/2026 \$0.25/1000 gallons and a \$1.25 minimum for a monthly charge to the City.**

Discussion on Steffl estimate on stainless steel.

Talk with HLBE to see what they want to do. Active drip found with the new library roof. They should be here Friday or Monday.

Cement work completed

Discussion on Ash Tree Disease – what to do with the shedding. Park has eight trees and the library has four trees effected with the disease.

Discussion on a walk behind snow blower. Trial the use of a used one offered by Mayor Rasche.

- **Jackson County Report**
  - **Sheriff Shawn Haken**

Discussion about parking tickets when the snow falls.

**CLAIMS**

- **Review Claims**

**Motion made by Council Member Schumacher to approve the paying of the claims. Seconded by Council member Kuhnau.**

**OTHER BUSINESS**

- **Next Council Meeting – February 4, 2025**
- **Right To Know Meeting – January 27<sup>th</sup> at 7:00 pm for all employees and council members.**

