

MORRISTOWN CITY COUNCIL MEETING AGENDA

Regular Meeting, 7:00 p.m.

Monday, May 4, 2026

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1. Call to Order:
 2. Pledge of Allegiance:
 3. Additions/Corrections:
 4. Citizens Comments: *Need to sign up prior to meeting*
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5. Consent Agenda:
 - A. Police Report April 2026 – to come in separate email
 - B. Fire Department Report April 2026

 - C. Public Works Report April 2026

 - D. City Council Minutes Regular Meeting 4/6/2026
[5D1. 04.06.2026 - City Council Meeting Minutes.docx](#)
 Work Session 4/15/2026
[5D2. 04.15.26-City Council Meeting Minutes-Work Session](#)
 - E. Zoning Board Minutes Regular Meeting 4/16/2026
[5E1. 4.16.2026 - Zoning Meeting Minutes.docx](#)
 - F. Financial Reports April 2026 – to come in separate email
 - G. Claims & Accounts April 2026
[5G1. Claims and Accounts](#)
 - H. DNR New Language for DNR Grant
[5H1. Agenda Memo - New Language for DNR Grant.docx](#)
[5H2. AMENDMENT CITY OF MORRISTOWN - FISHING PIER .pdf](#)
 - I. Bolten & Menk Bolten & Menk Proposal
[5I1. Agenda Memo - Bolten & Menk Proposal.docx](#)
[5I2. 2026-03-18 Morristown Shore Fishing Proposal combined.pdf](#)
 - J. Resolution 2026-19 Add Deferred Compensation Language to Personnel Policy
[5J1. Agenda Memo - Resolution 2026-19 MDCP.docx](#)
[5J2. Resolution 2026-19 Implement Deferred Compensation.docx](#)
 - K. Resolution 2026-20 Implement Health Care Savings Plan for Employees
[5K1. Agenda Memo - Resolution 2026-20 HCSP.docx](#)
[5K2. Resolution 2026-20 Implement Health Care Savings Plan.docx](#)
 - L. Waiver Liability Coverage Waiver Form
[5L1. Agenda Memo - Liability Coverage Waiver Form.docx](#)
[5L2. Waiver - Liability Coverage Waiver Form.pdf](#)
 - M. Appointment Appointing Jim Lonergan as Zoning Board Chair
[5M1. Agenda Memo - Appointment.docx](#)
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6. **UNFINISHED BUSINESS:**
 - A. Enhancements Commercial Club Offering Enhancements for Sale
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7. **NEW BUSINESS:**
 - A. Heat Install Heating System at Old Maintenance Shop
[7A1. Agenda Memo - Heat at Old Shop.docx](#)
 - B. Roof Repairs Community Center Roof Repairs
[7B2. Joint Repair Quote.pdf](#)
[7B3. Joint Repair Proposal.pdf](#)
[7B4. Roof Repairs - City of Morristown Inspection Report.pdf](#)
[7B5. Schwickerts Quote.pdf](#)
 - C. Pavement Pavement Improvement Plan and Quotes
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8. **CORRESPONDENCE & ANNOUNCEMENTS:**
 9. **COUNCIL DISCUSSION & CONCERNS:**

10. **ADJOURNMENT:**

11. **NEXT MEETING:** Monday, June 1, 2026 – 7:00 p.m.

MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting, 7:00 p.m.

Monday, April 6, 2026

Members Present: Mayor Tim Flaten, Leon Gregor, Anna Nusbaum, Val Kruger, Joe Caldwell

Members Absent:

Others Present: *City Staff:* Ellen Judd (City Administrator), Cassie Eldeen (City Clerk), Mark Rahrick (City Attorney), Kyle Green (Fire Chief), Austin Schulz (Public Works)
Others: Johnathan Chmelik, John Schlie, Kevin Green, Mike O'Rourke, Adrienne O'Rourke, Lisa Karsten, Gracyn Miller, Brandon Theobald, Blake Stillier, Kyle Morris, Mark Morris, Pam Petersen, Joe Skelly, Adam Hackney, Tony Lindahl

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1. Call to Order: A regular meeting of the Morristown City Council was called to order on Monday, April 6, 2026, at 7:00 p.m. at City Hall at 402 Division Street South by Mayor Tim Flaten.
 2. Pledge of Allegiance: The Pledge of Allegiance was recited.
 3. Additions/Corrections: None
 4. Citizens Comments:
 - A. John Chmelik Asked what the status of his curb and gutter fix. Judd to get an answer and let him know.
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5. Consent Agenda: Motion by Caldwell, seconded by Nusbaum, and carried unanimously to approve the consent agenda. The consent agenda included the following items and motions:
 - A. *Routine* Motion to approve the Police report, Fire Department report, Public Works report, City Council minutes, Zoning Board minutes, financial reports, and the Claims and Accounts, as presented.
 - B. Resolution 2026-14 Motion to approve Resolution 2026-14 Accepting a Donation from American Legion Post 149, SAL, Auxiliary.
 - C. Resolution 2026-15 Motion to approve Resolution 2026-15 Accepting a Donation from Cannon Valley Players.
 - D. License Renewal Motion to approve issuing liquor and tobacco licenses to the following businesses for the amounts and licensing periods, as presented.
 - E. Resolution 2026-16 Motion to approve Resolution 2026-16 Approving the Transfer of Funds.
 - F. Ordinance 2026-4 Motion to approve Ordinance 2026-4 An Ordinance Amending Section 152.230.
 - G. Resolution 2026-17 Motion to approve Resolution 2026-17 Summary Publication for Ordinance 2026-4.
 - H. Resolution 2026-18 Motion to approve Resolution 2026-18 Appointing 2026 Election Judges & Pay.
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6. **UNFINISHED BUSINESS:** None
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7. **NEW BUSINESS:**
 - A. Flowers Gracyn Miller, a member of a local 4-H club, asked the council if her club can plant flowers at Centennial Park. Motion by Gregor, seconded by Kruger, and carried unanimously to allow the 4-H Club to plant flowers at Centennial Park.
 - B. Engineer Brandon Theobald from WHKS Engineering was present to answer Council's questions.
Motion by Nusbaum, seconded by Kruger, and carried unanimously to move forward with the professional services agreement with WHKS.
 - C. Billboard Motion by Caldwell, seconded by Gregor, and carried unanimously to approve the variance to Franklin Outdoors to relax the footage requirements for the billboard along Highway 60.
 - D. Enhancements The Commercial Club is offering all of the items utilized for events for sale to the city for \$6,000. Adam Hackney gave an updated request sheet of the items included in the proposed sale.
Motion by Caldwell, seconded by Gregor, and carried unanimously to set a work session for April 15th at 7:00 p.m.

- E. OSHA Grant Judd presented a grant opportunity to through OSHA that could potentially allow the City to purchase a scissors lift for the great hall using matching funds. City Council decided not to pursue the grant at this time.
 - F. Card Reader Judd presented quotes from Fette Electronics to install card readers on the front and side doors of City Hall.
Motion by Kruger, seconded by Nusbaum, and carried unanimously to approve the quotes as presented for the card readers.
 - G. RFP Judd presented a Request for Proposal for the bar operations at the Community Center.
Motion by Gregor, seconded by Kruger, and approved unanimously to send out the Request for Proposal, as written.
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8. **CORRESPONDENCE & ANNOUNCEMENTS:**

9. **COUNCIL DISCUSSION & CONCERNS:**

- A. Council thanked the Commercial Club for putting on another great Easter Egg Hunt. Kudos were given to the ones that coordinated the Garage sale, as it was a big hit. Council thanked the sponsors of the upcoming Firemen’s Dance, and added that it’s nice to see all the community involvement.

10. **ADJOURNMENT:** Motion by Caldwell, seconded by Flaten, and carried unanimously to adjourn at 8:20 p.m.

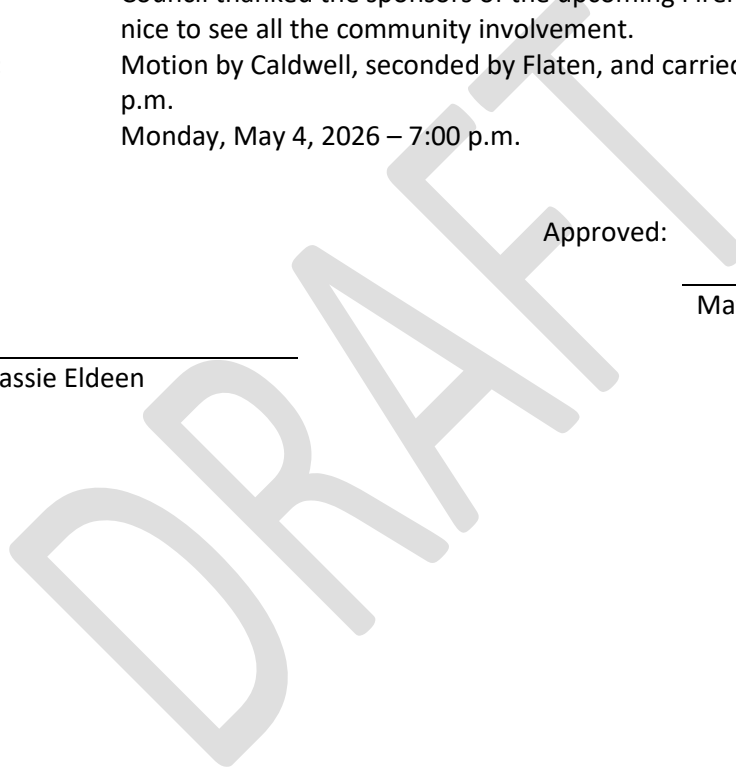
11. **NEXT MEETING:** Monday, May 4, 2026 – 7:00 p.m.

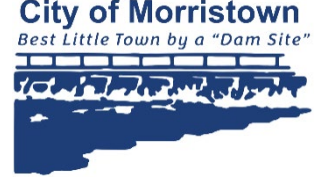
Approved:

Mayor, Tim Flaten

Attested:

City Clerk, Cassie Eldeen





MORRISTOWN CITY COUNCIL MEETING MINUTES

Work Session

Wednesday, April 15th, 2026

Members Present: Tim Flaten (Mayor), Leon Gregor, Joe Caldwell, Val Kruger, Anna Nusbaum
Others Present: Ellen Judd (City Administrator), Cassie Eldeen (City Clerk), Austin Shulz (Public Works), Kyle Green (Fire Chief)

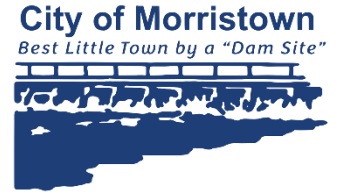
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1. A work session with the Morristown City Council on Wednesday, March 25, 2026, began at 7:00 p.m. in the Council Chambers at 402 Division Street South.
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2. **NEW BUSINESS:**
- A Commercial Club The Commercial Club is offering the city to purchase their enhancements since they are no longer taking care of bookings and the bar. Discussions held regarding purchase price and wanting to clarify who owns what.
- B Firemen’s Dance Mike Ahlman, on behalf of the Fire Department, came to answer any questions that the city might have. He spoke about having the insurance policy, the liquor license, and parking taken care of. They have been consulting with the Medford Fire Department, as they have had a similar event.
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4. **ADJOURNMENT:** Work Session ended at 8:18
5. **NEXT MEETING:** Regular Meeting: Monday, May 4, 2026 – 7:00 p.m.

Approved:

Attested:

Mayor, Tim Flaten

City Clerk, Cassie Eldeen



MORRISTOWN ZONING BOARD MEETING MINUTES

Regular Meeting, 7:00 p.m.

Thursday, April 16, 2026

Members Present: Jim Lonergan (Chair), Pamela Petersen, John Schlie, John Chmelik, Tony Lindahl (Zoning Administrator)
Members Absent: John Krenik
Others Present: Cassie Eldeen (City Clerk), Tyler DeWitz

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1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on April 16, 2026, in the Council Chambers at City Hall at 402 Division St S.
 2. Additions/Corrections:
 3. Zoning Board Minutes: Motion by Chmelik, seconded by Schlie and carried unanimously to approve March meeting minutes as written.
 4. Requests to be Heard:
 5. Council Action at Last Meeting: City Council approved the variance for the billboard being placed at Dahle Sod Farm.
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6. **UNFINISHED BUSINESS:**
- A Zoning Chair Motion by Petersen, seconded by Chmelik, and carried unanimously to recommend that Jim Lonergan be reappointed for another 5 year term as Zoning Board Chair.
 - B Accessory Use Motion by Schlie, seconded by Petersen, and carried unanimously to call for a public hearing for changes to Ordinance 152.144 and 154.145 Accessory Uses.
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7. **NEW BUSINESS:**
- A Mobile Home Park Tyler DeWitz, new Mobile Home Park Manager, came and introduced himself to the Zoning Board. Clerk to email him information on Permits, Zoning Ordinances, and Master Fee Schedule.
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8. Zoning Administrator's Report:
 - A Open and closed permits were reviewed.
 9. Board Discussion & Concerns:
 10. Adjournment: Motion by Schlie, seconded by Petersen and carried unanimously to adjourn the meeting at 7:51 p.m.
 11. Next Meeting: Thursday, May 21st, 2026 – 7:00 p.m.

Attested:

City Clerk, Cassie Eldeen

CITY OF MORRISTOWN
Transaction Activity

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
G General Ledger				
	G 100-21704 PERA	-\$1,705.92	Labor Distribution	
	G 100-10100 Cash	-\$2,536.48	Labor Distribution	
	G 100-21705 MN Paid Leave	-\$103.76	Labor Distribution	
	G 100-21706 Deferred Comp	-\$50.00	Labor Distribution	
	G 100-21709 Medicare	-\$340.52	Labor Distribution	
	G 100-21704 PERA	-\$1,632.06	Labor Distribution	
	G 601-10100 Cash	-\$1,804.66	Labor Distribution	
	G 100-21705 MN Paid Leave	-\$107.64	Labor Distribution	
	G 100-21702 State Withholding	-\$519.46	Labor Distribution	
	G 100-21703 FICA Tax Withholding	-\$1,507.84	Labor Distribution	
	G 100-21702 State Withholding	-\$512.43	Labor Distribution	
	G 100-21701 Federal Withholding	-\$927.68	Labor Distribution	
	G 100-10100 Cash	-\$3,003.60	Labor Distribution	
	G 100-21706 Deferred Comp	-\$70.00	Labor Distribution	
	G 602-10100 Cash	-\$4,168.33	Labor Distribution	
	G 602-10100 Cash	-\$4,141.05	Labor Distribution	
	G 601-10100 Cash	-\$1,817.13	Labor Distribution	
	G 100-21709 Medicare	-\$352.62	Labor Distribution	
	G 100-21703 FICA Tax Withholding	-\$1,456.00	Labor Distribution	
	G 100-21702 State Withholding	-\$514.91	Labor Distribution	
	G 100-21701 Federal Withholding	-\$1,009.84	Labor Distribution	
	G 100-10100 Cash	-\$2,719.93	Labor Distribution	
	G 602-10100 Cash	-\$4,230.70	Labor Distribution	
	G 100-21701 Federal Withholding	-\$1,021.93	Labor Distribution	
	G 100-21709 Medicare	-\$349.70	Labor Distribution	
	G 100-21706 Deferred Comp	-\$50.00	Labor Distribution	
	G 100-21705 MN Paid Leave	-\$106.56	Labor Distribution	
	G 100-21704 PERA	-\$1,666.16	Labor Distribution	
	G 100-21703 FICA Tax Withholding	-\$1,495.24	Labor Distribution	
	G 601-10100 Cash	-\$1,799.19	Labor Distribution	
EFTPS - DIRECT	G 100-21703 FICA Tax Withholding	\$1,456.00	4.16.26 Payroll Federal Withholding	04/16/26
EFTPS - DIRECT	G 100-21709 Medicare	\$340.52	4.16.26 Payroll Federal Withholding	04/16/26
EFTPS - DIRECT	G 100-21701 Federal Withholding	\$1,009.84	4.16.26 Payroll Federal Withholding	04/16/26
MN DEPARTMENT OF REVENUE	G 100-21702 State Withholding	\$514.91	4.16.26 Payroll State Withholding	04/16/26
PERA	G 100-21704 PERA	\$1,632.06	4.16.26 Payroll PERA	04/16/26
VOYA FINANCIAL	G 100-21706 Deferred Comp	\$50.00	4.16.26 Payroll Deferred Comp	04/22/26

Check/Receipt
Date

Search Name	Account Descr	Amount	Comments
G General Ledger		-	\$36,718.01
*R Revenue			
DONATION	R 100-36244 Donations	\$700.00	Donation from Cannon Valley Players for Card Readers
GOVERNMENT ROOM	R 100-34754 Gov Center: Rental	\$40.00	Rice County Republicans, 4.14.26
GOVERNMENT ROOM	R 100-34754 Gov Center: Rental	\$40.00	Timm's Trucking, 4.9.26
GOVERNMENT ROOM	R 100-34754 Gov Center: Rental	\$40.00	Grizzly Wrestling Club, 4.8.26
GREAT HALL - OTHER	R 100-34752 CC: Rent	\$250.00	WEM After Prom, Whole Hall 5.2.26
GREAT HALL - WEDDINGS	R 100-34752 CC: Rent	\$1,000.00	NAME & NAME on 9.4.27
LICENSES	R 100-32240 Animal Licenses	\$25.00	Chicken Permit for Sarah Edwards, # 26010
LICENSES	R 100-32190 Golf Cart License	\$25.00	Golf Cart License for Rosie Anderson, # 2026-09
LICENSES	R 100-32190 Golf Cart License	\$25.00	Golf Cart License for Lorri Reinke, # 2026-08
LICENSES	R 100-32190 Golf Cart License	\$25.00	Golf Cart License for Benjamin Goossens, # 2026-07
LICENSES	R 100-32190 Golf Cart License	\$25.00	Golf Cart License for Frances O'Rourke, # 2026-06
LICENSES	R 100-32190 Golf Cart License	\$25.00	Golf Cart License for Matt & Stephanie Duhme, # 2026
LICENSES	R 100-32190 Golf Cart License	\$25.00	Golf Cart License for Jim & Gloria Lonergan, # 2026-0
LICENSES	R 100-32190 Golf Cart License	\$25.00	Golf Cart License for Val Kruger, # 2026-04
MN MANAGEMENT & BUDGET	R 100-35101 Court Fines	\$271.67	Trial Court Fines, Rice County
MORRISTOWN FIRE RELIEF ASSOCIA	R 204-36260 Refunds and Reimbursements	\$295.19	Reimbursement for Safe
PERMIT	R 100-32210 Building Permits	\$100.00	Windows: Jerry & Sharon Voegele, 204 Franklin St. W,
PERMIT	R 100-32210 Building Permits	\$100.00	Fence: Lee Anderson, 200 3rd St. SE, # 26010
PERMIT	R 100-32210 Building Permits	\$50.00	Extension: Tim Strobel, 108 Franklin St. W, Old # 24-2
PERMIT	R 100-32210 Building Permits	\$100.00	Billboard: Franklin Outdoor, 9880 Morristown Blvd, # 2
PERMIT	R 100-32210 Building Permits	\$100.00	Fence: Brandon Meyer, 206 Main St. W, # 26018
PERMIT	R 100-32210 Building Permits	\$100.00	Siding: Jerry & Sharon Voegele, 204 Franklin St. W, #
PERMIT	R 100-32210 Building Permits	\$100.00	Roof: Jerry & Sharon Voegele, 204 Franklin St. W, # 2
SE MINNESOTA EMS	R 704-36244 Donations	\$500.00	Operational Subsidy for Equipment
SE MINNESOTA EMS	R 204-36260 Refunds and Reimbursements	\$500.00	Reimbursement for 25 EMR Refreshers
*R Revenue		\$4,486.86	
-E Expenditure			
	E 100-41946-123 Medicare Benefit	\$0.66	Labor Distribution
	E 100-41946-125 PERA Benefit	\$5.20	Labor Distribution
	E 100-41946-123 Medicare Benefit	\$1.00	Labor Distribution
	E 100-41946-122 Social Security Benefit	\$4.30	Labor Distribution
	E 100-41946-104 Janitorial	\$69.39	Labor Distribution
	E 100-41941-105 Seasonal	\$134.52	Labor Distribution
	E 100-41941-122 Social Security Benefit	\$135.13	Labor Distribution
	E 100-41941-123 Medicare Benefit	\$31.60	Labor Distribution
	E 100-41941-125 PERA Benefit	\$153.37	Labor Distribution
	E 100-41941-126 MN Paid Leave	\$9.58	Labor Distribution
	E 602-49490-101 Wages and Salaries	\$3,606.80	Labor Distribution

Check/Receipt
Date

Search Name	Account Descr	Amount	Comments
	E 100-41946-122 Social Security Benefit	\$2.84	Labor Distribution
	E 100-41948-122 Social Security Benefit	\$4.30	Labor Distribution
	E 100-41946-125 PERA Benefit	\$3.44	Labor Distribution
	E 100-41946-126 MN Paid Leave	\$0.20	Labor Distribution
	E 100-41948-104 Janitorial	\$45.92	Labor Distribution
	E 602-49490-101 Wages and Salaries	\$3,660.71	Labor Distribution
	E 100-41948-123 Medicare Benefit	\$0.67	Labor Distribution
	E 100-41948-126 MN Paid Leave	\$0.20	Labor Distribution
	E 601-49440-101 Wages and Salaries	\$1,561.93	Labor Distribution
	E 601-49440-122 Social Security Benefit	\$96.20	Labor Distribution
	E 601-49440-123 Medicare Benefit	\$22.50	Labor Distribution
	E 601-49440-125 PERA Benefit	\$117.15	Labor Distribution
	E 601-49440-126 MN Paid Leave	\$6.88	Labor Distribution
	E 100-41946-104 Janitorial	\$45.91	Labor Distribution
	E 100-41801-125 PERA Benefit	\$182.42	Labor Distribution
	E 100-41425-101 Wages and Salaries	\$1,920.00	Labor Distribution
	E 602-49490-122 Social Security Benefit	\$226.37	Labor Distribution
	E 602-49490-123 Medicare Benefit	\$52.93	Labor Distribution
	E 602-49490-125 PERA Benefit	\$274.57	Labor Distribution
	E 602-49490-126 MN Paid Leave	\$16.12	Labor Distribution
	E 100-41425-101 Wages and Salaries	\$1,920.00	Labor Distribution
	E 100-41425-122 Social Security Benefit	\$119.04	Labor Distribution
	E 100-41425-123 Medicare Benefit	\$27.84	Labor Distribution
	E 100-41425-125 PERA Benefit	\$144.00	Labor Distribution
	E 100-41425-126 MN Paid Leave	\$8.45	Labor Distribution
	E 100-41941-101 Wages and Salaries	\$2,044.86	Labor Distribution
	E 100-41946-126 MN Paid Leave	\$0.30	Labor Distribution
	E 100-41801-126 MN Paid Leave	\$10.70	Labor Distribution
	E 100-41948-104 Janitorial	\$69.39	Labor Distribution
	E 100-41801-123 Medicare Benefit	\$34.83	Labor Distribution
	E 601-49440-126 MN Paid Leave	\$6.93	Labor Distribution
	E 100-41801-122 Social Security Benefit	\$148.93	Labor Distribution
	E 601-49440-125 PERA Benefit	\$117.94	Labor Distribution
	E 601-49440-123 Medicare Benefit	\$22.66	Labor Distribution
	E 601-49440-122 Social Security Benefit	\$96.87	Labor Distribution
	E 601-49440-101 Wages and Salaries	\$1,572.73	Labor Distribution
	E 100-41948-126 MN Paid Leave	\$0.31	Labor Distribution
	E 100-41948-125 PERA Benefit	\$5.21	Labor Distribution
	E 100-41948-123 Medicare Benefit	\$1.01	Labor Distribution
	E 100-41948-125 PERA Benefit	\$3.45	Labor Distribution
	E 100-41801-101 Wages and Salaries	\$2,432.16	Labor Distribution
	E 601-49440-123 Medicare Benefit	\$22.40	Labor Distribution

Check/Receipt
Date

Search Name	Account Descr	Amount	Comments
	E 100-41941-126 MN Paid Leave	\$10.99	Labor Distribution
	E 100-41946-104 Janitorial	\$118.77	Labor Distribution
	E 100-41946-122 Social Security Benefit	\$7.36	Labor Distribution
	E 100-41946-123 Medicare Benefit	\$1.72	Labor Distribution
	E 100-41946-125 PERA Benefit	\$8.91	Labor Distribution
	E 100-41946-126 MN Paid Leave	\$0.52	Labor Distribution
	E 602-49490-122 Social Security Benefit	\$223.01	Labor Distribution
	E 100-41948-122 Social Security Benefit	\$7.37	Labor Distribution
	E 100-41948-122 Social Security Benefit	\$2.85	Labor Distribution
	E 100-41948-125 PERA Benefit	\$8.91	Labor Distribution
	E 100-41948-126 MN Paid Leave	\$0.53	Labor Distribution
	E 100-41941-125 PERA Benefit	\$184.07	Labor Distribution
	E 601-49440-122 Social Security Benefit	\$95.80	Labor Distribution
	E 100-41948-104 Janitorial	\$118.78	Labor Distribution
	E 601-49440-125 PERA Benefit	\$116.81	Labor Distribution
	E 601-49440-126 MN Paid Leave	\$6.84	Labor Distribution
	E 602-49490-101 Wages and Salaries	\$3,583.87	Labor Distribution
	E 602-49490-122 Social Security Benefit	\$220.96	Labor Distribution
	E 602-49490-123 Medicare Benefit	\$51.67	Labor Distribution
	E 602-49490-125 PERA Benefit	\$268.77	Labor Distribution
	E 602-49490-126 MN Paid Leave	\$15.78	Labor Distribution
	E 100-41801-101 Wages and Salaries	\$2,432.16	Labor Distribution
	E 100-41425-126 MN Paid Leave	\$8.45	Labor Distribution
	E 100-41425-125 PERA Benefit	\$144.00	Labor Distribution
	E 100-41425-123 Medicare Benefit	\$27.84	Labor Distribution
	E 100-41425-122 Social Security Benefit	\$119.03	Labor Distribution
	E 601-49440-101 Wages and Salaries	\$1,557.34	Labor Distribution
	E 100-41941-122 Social Security Benefit	\$147.82	Labor Distribution
	E 602-49490-123 Medicare Benefit	\$52.16	Labor Distribution
	E 602-49490-125 PERA Benefit	\$270.49	Labor Distribution
	E 602-49490-126 MN Paid Leave	\$15.87	Labor Distribution
	E 100-41941-126 MN Paid Leave	\$10.47	Labor Distribution
	E 100-41941-125 PERA Benefit	\$163.26	Labor Distribution
	E 100-41941-123 Medicare Benefit	\$34.58	Labor Distribution
	E 100-41948-123 Medicare Benefit	\$1.72	Labor Distribution
	E 100-41941-123 Medicare Benefit	\$36.13	Labor Distribution
	E 100-41941-105 Seasonal	\$296.09	Labor Distribution
	E 100-41941-101 Wages and Salaries	\$2,088.00	Labor Distribution
	E 100-41801-126 MN Paid Leave	\$10.70	Labor Distribution
	E 100-41801-125 PERA Benefit	\$182.41	Labor Distribution
	E 100-41801-123 Medicare Benefit	\$34.83	Labor Distribution
	E 100-41801-125 PERA Benefit	\$182.42	Labor Distribution

Check/Receipt
Date

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
	E 100-41941-122 Social Security Benefit	\$154.45	Labor Distribution	
	E 100-41941-105 Seasonal	\$472.59	Labor Distribution	
	E 100-41801-126 MN Paid Leave	\$10.70	Labor Distribution	
	E 100-41801-122 Social Security Benefit	\$148.93	Labor Distribution	
	E 100-41801-123 Medicare Benefit	\$34.83	Labor Distribution	
	E 100-41801-122 Social Security Benefit	\$148.94	Labor Distribution	
	E 100-41425-101 Wages and Salaries	\$1,920.00	Labor Distribution	
	E 100-41425-126 MN Paid Leave	\$8.46	Labor Distribution	
	E 100-41425-125 PERA Benefit	\$144.00	Labor Distribution	
	E 100-41425-123 Medicare Benefit	\$27.84	Labor Distribution	
	E 100-41425-122 Social Security Benefit	\$119.04	Labor Distribution	
	E 100-41801-101 Wages and Salaries	\$2,432.16	Labor Distribution	
	E 100-41941-101 Wages and Salaries	\$2,026.52	Labor Distribution	
MN DEPARTMENT OF REVENUE	E 603-49520-439 Refuse Tax	\$765.00	March 22026 Sales and Use Tax Return	04/06/26
MN DEPARTMENT OF REVENUE	E 601-49440-437 Sales Tax	\$31.00	March 2026 Sales and Use Tax Return	04/06/26
AMAZON BUSINESS	E 100-41941-200 Office Supplies	\$41.28	Ink, Trash Bags	04/14/26
AMAZON BUSINESS	E 100-41946-211 Cleaning Supplies	-\$85.61	Credit Memo	04/14/26
AMAZON BUSINESS	E 100-41110-215 Operating & Maintenance Supp	\$38.03	Folders	04/14/26
AMAZON BUSINESS	E 204-42210-215 Operating & Maintenance Supp	\$295.19	Safe for Fire Relief	04/14/26
AMAZON BUSINESS	E 704-42210-215 Operating & Maintenance Supp	\$225.38	Flag Pole Parts, Water Filters	04/14/26
AMAZON BUSINESS	E 100-41941-215 Operating & Maintenance Supp	\$221.75	First Aide Cabinets, Clothing Supplies	04/14/26
AMAZON BUSINESS	E 100-41948-200 Office Supplies	\$91.07	File Folders, Sign Inserts, Sign Holders	04/14/26
AMAZON BUSINESS	E 602-49490-215 Operating & Maintenance Supp	\$339.13	Hose, Hose Parts, Lift Station Battery, Chemical Feedin	04/14/26
AMAZON BUSINESS	E 100-41946-430 Miscellaneous	\$222.71	Flag	04/14/26
AMAZON BUSINESS	E 100-41941-215 Operating & Maintenance Supp	-\$35.00	Credit Memo	04/14/26
AMAZON BUSINESS	E 602-49490-215 Operating & Maintenance Supp	-\$5.66	Credit Memo	04/14/26
AMAZON BUSINESS	E 602-49490-215 Operating & Maintenance Supp	-\$1.33	Credit Memo	04/14/26
AMAZON BUSINESS	E 100-41946-215 Operating & Maintenance Supp	\$12.99	Ladder Hooks	04/14/26
ARCHAMBAULT BROTHERS INC	E 603-49520-384 Refuse Disposal	\$6,292.72	March 2026 Trash Removal	04/14/26
BHE COMMUNITY SOLAR LLC	E 601-49440-380 Utility Services	\$461.12	February 2026 Electricity at 504 3rd St SE	04/14/26
BHE COMMUNITY SOLAR LLC	E 100-41948-380 Utility Services	\$310.06	February 2026 Electricity at 404 Division St S	04/14/26
BHE COMMUNITY SOLAR LLC	E 100-41941-380 Utility Services	\$161.39	February 2026 Electricity at 109 2nd St SW	04/14/26
BHE COMMUNITY SOLAR LLC	E 204-42210-380 Utility Services	\$161.39	February 2026 Electricity at 506 Division St S	04/14/26
BHE COMMUNITY SOLAR LLC	E 100-41946-380 Utility Services	\$310.07	February 2026 Electricity at 404 Division St S	04/14/26
CENTERPOINT ENERGY	E 100-41941-380 Utility Services	\$232.96	March 2026 Maintenance Shop Gas Utilities	04/14/26
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$97.85	March 2026 Water Pump Gas Utilities	04/14/26
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$19.13	March 2026 Water Tower Gas Utilities	04/14/26
CENTERPOINT ENERGY	E 602-49490-380 Utility Services	\$27.38	March 2026 Sewer Plant Gas Utilities	04/14/26
CENTERPOINT ENERGY	E 100-41946-380 Utility Services	\$182.66	March 2026 Community Center Gas Utilities	04/14/26
CENTERPOINT ENERGY	E 204-42210-380 Utility Services	\$567.93	March 2026 Gas Utilities at Fire Hall. Acct#10583553-	04/14/26
CENTERPOINT ENERGY	E 100-41948-380 Utility Services	\$182.65	March 2026 City Hall Gas Utilities	04/14/26
COMMUNITY CO-OP OIL ASSN	E 100-43101-212 Motor Fuels	\$196.29	Fuel for March 2026: Acct# 319870	04/14/26

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
COMMUNITY CO-OP OIL ASSN	E 601-49440-212 Motor Fuels	\$130.86	Fuel for March 2026: Acct# 319870	04/14/26
COMMUNITY CO-OP OIL ASSN	E 602-49490-212 Motor Fuels	\$196.29	Fuel for March 2026: Acct# 319870	04/14/26
COMMUNITY CO-OP OIL ASSN	E 100-41941-212 Motor Fuels	\$65.42	Fuel for March 2026: Acct# 319870	04/14/26
COMMUNITY CO-OP OIL ASSN	E 204-42210-212 Motor Fuels	\$47.09	Fuel for March 2026: Acct# 620143	04/14/26
COMMUNITY CO-OP OIL ASSN	E 100-45202-212 Motor Fuels	\$65.43	Fuel for March 2026: Acct# 319870	04/14/26
ECKBERG LAMMERS	E 100-41610-304 Legal Fees	\$437.09	March 2026 Prosecution Services	04/14/26
ELAN CORPORATE PAYMENT SYSTEM	E 601-49440-215 Operating & Maintenance Supp	\$10.85	Tabs for 2020 Chev	04/14/26
ELAN CORPORATE PAYMENT SYSTEM	E 100-46103-215 Operating & Maintenance Supp	\$139.00	Brush Pile Camera Data for One Year	04/14/26
ELAN CORPORATE PAYMENT SYSTEM	E 603-49520-202 Postage	\$71.90	1/3 of Postage for utility bills	04/14/26
ELAN CORPORATE PAYMENT SYSTEM	E 601-49440-202 Postage	\$71.93	1/3 of Postage for utility bills	04/14/26
ELAN CORPORATE PAYMENT SYSTEM	E 602-49490-215 Operating & Maintenance Supp	\$10.86	Tabs for 2020 Chev	04/14/26
ELAN CORPORATE PAYMENT SYSTEM	E 602-49490-202 Postage	\$71.91	1/3 of Postage for utility bills	04/14/26
ELAN CORPORATE PAYMENT SYSTEM	E 100-43101-215 Operating & Maintenance Supp	\$32.56	Tabs for 07 Chev & Dodge	04/14/26
ELAN CORPORATE PAYMENT SYSTEM	E 100-45202-215 Operating & Maintenance Supp	\$32.56	Tabs for Ford & Dodge	04/14/26
ESRI	E 100-43102-215 Operating & Maintenance Supp	\$190.20	ESRI software for GIS	04/14/26
ESRI	E 601-49440-215 Operating & Maintenance Supp	\$855.90	ESRI software for GIS	04/14/26
ESRI	E 602-49490-215 Operating & Maintenance Supp	\$855.90	ESRI software for GIS	04/14/26
FARIBAULT FLEET SUPPLY	E 100-41941-215 Operating & Maintenance Supp	\$8.69	Spackling	04/14/26
FARIBAULT FLEET SUPPLY	E 100-45202-213 Gravel/Dirt/Rock/Asphalt/Mulch	\$19.99	Grass Seed	04/14/26
GOPHER STATE ONE CALL	E 100-43102-305 Locating Services	\$0.41	March 2026, 5 tickets	04/14/26
GOPHER STATE ONE CALL	E 602-49490-305 Locating Services	\$3.17	March 2026, 5 tickets	04/14/26
GOPHER STATE ONE CALL	E 601-49440-305 Locating Services	\$3.17	March 2026, 5 tickets	04/14/26
L & L STREET ROD & SPORT TRUCK	E 704-42210-215 Operating & Maintenance Supp	\$2,437.38	New Lights for the Suburban 6140	04/14/26
LINCOLN NATIONAL LIFE INSURANCE	E 100-41941-130 Employer Paid Insurance	\$3.45	April 2026 Life Insurance	04/14/26
LINCOLN NATIONAL LIFE INSURANCE	E 100-41801-130 Employer Paid Insurance	\$3.45	April 2026 Life Insurance	04/14/26
LMC LEAGUE OF MINNESOTA CITIES	E 100-41801-432 Training/Conferences	\$15.00	AWAIR and Right to Know Training for Ellen	04/14/26
MENARDS - DUNDAS	E 100-41941-215 Operating & Maintenance Supp	\$326.16	Supplies for Office at Public Works	04/14/26
MENARDS - DUNDAS	E 100-41941-215 Operating & Maintenance Supp	\$69.95	Moulding for Office at Public Works	04/14/26
MN DEPT OF HEALTH	E 601-49440-433 Dues/Subscriptions	\$23.00	Renew Water License, Ellen	04/14/26
MN POLLUTION CONTROL AGENCY	E 602-49490-432 Training/Conferences	\$195.00	Biosolids Refresher Training for Ellen	04/14/26
MN UNEMPLOYMENT INSURANCE	E 100-49201-140 Unemployment Compensation	\$3.54	Isaac Murphy Unemployment Benefits	04/14/26
NAPA WATERVILLE	E 100-41941-215 Operating & Maintenance Supp	\$49.96	Shop	04/14/26
NATHAN STOECKEL	E 100-41946-430 Miscellaneous	\$1,000.00	Stoeckel & Piper Great Hall Rental Refund	04/14/26
SUEL PRINTING COMPANY	E 100-41110-350 Printing and Binding	\$66.00	Ordinance Amending City Code 32.04 & 32.05	04/14/26
THE GARLAND COMPANY	E 100-41946-215 Operating & Maintenance Supp	\$229.79	Rubber to Fix Community Center Roof	04/14/26
UTILITY CONSULTANTS INC	E 602-49490-306 W/S Sample Testing	\$2,299.17	Weekly Sewer Samples, Plus Biosolids Sampling	04/14/26
VERIZON WIRELESS	E 100-41941-320 Communication	\$38.39	3.7.26-4.6.26 Public Works Phone	04/14/26
VERIZON WIRELESS	E 100-42502-320 Communication	\$100.10	3.7.26-4.6.26 Skywarn Tablet #1-5 Internet	04/14/26
VERIZON WIRELESS	E 100-41941-320 Communication	\$40.01	3.7.26-4.6.26 Public Works Tablet Internet	04/14/26
VERIZON WIRELESS	E 100-41110-320 Communication	\$80.08	3.7.26-4.6.26 Council Tablets	04/14/26
VERIZON WIRELESS	E 100-41941-320 Communication	\$38.39	3.7.26-4.6.26 Public Works Phone 2	04/14/26
BEVCOMM	E 603-49520-320 Communication	\$61.82	May 2026, Communication	04/28/26

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
BEVCOMM	E 100-42502-320 Communication	\$6.87	May 2026, Communication	04/28/26
BEVCOMM	E 601-49440-320 Communication	\$164.85	May 2026, Communication	04/28/26
BEVCOMM	E 100-42110-320 Communication	\$48.08	May 2026, Communication	04/28/26
BEVCOMM	E 602-49490-320 Communication	\$164.85	May 2026, Communication	04/28/26
BEVCOMM	E 204-42210-320 Communication	\$61.82	May 2026, Communication	04/28/26
BEVCOMM	E 100-41948-320 Communication	\$178.60	May 2026, Communication	04/28/26
BHE COMMUNITY SOLAR LLC	E 601-49440-380 Utility Services	\$460.40	March 2026 Electricity at 504 3rd St SE	04/28/26
BHE COMMUNITY SOLAR LLC	E 100-41948-380 Utility Services	\$364.15	March 2026 Electricity at 404 Division St S	04/28/26
BHE COMMUNITY SOLAR LLC	E 100-41941-380 Utility Services	\$193.24	March 2026 Electricity at 109 2nd St SW	04/28/26
BHE COMMUNITY SOLAR LLC	E 204-42210-380 Utility Services	\$193.24	March 2026 Electricity at 506 Division St S	04/28/26
BHE COMMUNITY SOLAR LLC	E 100-41946-380 Utility Services	\$364.15	March 2026 Electricity at 404 Division St S	04/28/26
BRANDENBURG PLUMBING	E 100-45202-300 Professional Services	\$215.00	Water Line Repair from Freezing	04/28/26
CALIBRATIONS AND CONTROLS	E 602-49490-300 Professional Services	\$575.00	Flow Meter Calibration at WWTP	04/28/26
ELAN CORPORATE PAYMENT SYSTEM	E 603-49520-202 Postage	\$98.11	1/3 of Postage for utility bills and one roll of stamps	04/28/26
ELAN CORPORATE PAYMENT SYSTEM	E 602-49490-202 Postage	\$98.12	1/3 of Postage for utility bills and one roll of stamps	04/28/26
ELAN CORPORATE PAYMENT SYSTEM	E 601-49440-202 Postage	\$98.15	1/3 of Postage for utility bills and one roll of stamps	04/28/26
FETTE ELECTRONICS	E 100-41948-300 Professional Services	\$209.94	4.1.26-3.31.27 Monitoring of fire & sprinkler systems	04/28/26
FETTE ELECTRONICS	E 100-41946-300 Professional Services	\$209.94	4.1.26-3.31.27 Monitoring of fire & sprinkler systems	04/28/26
GRAINGER	E 602-49490-215 Operating & Maintenance Supp	\$168.36	Chemical Feed Line Supplies	04/28/26
HAWKINS INC	E 602-49490-216 Chemicals	\$3,449.80	WWTP Chemicals	04/28/26
HAWKINS INC	E 601-49440-216 Chemicals	\$1,763.60	Water Tower Chemicals	04/28/26
LACANNE ELECTRIC LLC	E 100-41941-300 Professional Services	\$3,328.75	Wire New Office and Replace Heaters	04/28/26
LACANNE ELECTRIC LLC	E 100-41941-300 Professional Services	\$350.00	Move Welder Circuit	04/28/26
LACANNE ELECTRIC LLC	E 100-41948-300 Professional Services	\$125.10	Fire Strobe Repair at City Hall	04/28/26
LACANNE ELECTRIC LLC	E 601-49440-300 Professional Services	\$1,179.33	Surge Protection Install at Well 1 & 2	04/28/26
MACQUEEN EMERGENCY	E 100-43101-215 Operating & Maintenance Supp	\$804.15	Parts for the Street Sweeper	04/28/26
MIDWEST PUMP WORKS	E 602-49490-300 Professional Services	\$1,761.00	RAS Pump Repair	04/28/26
MIDWEST PUMP WORKS	E 602-49490-300 Professional Services	-\$129.89	Tax Reversal - MN	04/28/26
MIDWEST PUMP WORKS	E 602-49490-300 Professional Services	\$974.63	RAS Pump Repair, Loaner Pump Cost	04/28/26
NEXGEN HOME SERVICES	E 704-42210-300 Professional Services	\$1,950.00	Install New Water Heater	04/28/26
PANTHEON COMPUTERS	E 100-41948-320 Communication	\$166.92	May 2026, Managed IT Services	04/28/26
PANTHEON COMPUTERS	E 601-49440-320 Communication	\$278.20	May 2026, Managed IT Services	04/28/26
PANTHEON COMPUTERS	E 100-41110-320 Communication	\$166.92	May 2026, Managed IT Services	04/28/26
PANTHEON COMPUTERS	E 603-49520-320 Communication	\$55.64	May 2026, Managed IT Services	04/28/26
PANTHEON COMPUTERS	E 204-42210-320 Communication	\$55.64	May 2026, Managed IT Services	04/28/26
PANTHEON COMPUTERS	E 100-41941-320 Communication	\$111.28	May 2026, Managed IT Services	04/28/26
PANTHEON COMPUTERS	E 602-49490-320 Communication	\$278.20	May 2026, Managed IT Services	04/28/26
PLUNKETTS PEST CONTROL INC	E 204-42210-310 Pest Control	\$75.22	Pest Control at Fire Hall	04/28/26
PLUNKETTS PEST CONTROL INC	E 100-41948-310 Pest Control	\$43.81	Pest Control at City Hall	04/28/26
PLUNKETTS PEST CONTROL INC	E 100-41946-310 Pest Control	\$43.82	Pest Control at Community Center	04/28/26
RICE COUNTY SHERIFFS OFFICE	E 100-42110-307 Police Administration	\$39,883.98	Nov 2025, Dec 2025, Jan 2026 Law Enforcement Cont	04/28/26
RICE COUNTY SHERIFFS OFFICE	E 100-42110-307 Police Administration	\$53,178.64	February-May 2026 Law Enforcement Contract	04/28/26

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
SEMMANN TRUCKING LLC	E 100-43101-300 Professional Services	\$4,760.00	Sweeper Box Rebuild	04/28/26
SMITH, TOLLEFSON RAHRICK AND CA	E 100-41610-304 Legal Fees	\$2,510.10	1.1.26-3.31.26, City Attorney Legal Fees	04/28/26
SUEL PRINTING COMPANY	E 100-41110-350 Printing and Binding	\$82.50	RFP - Community Center	04/28/26
SUEL PRINTING COMPANY	E 100-41910-350 Printing and Binding	\$66.00	Summary Publication Ordinance Amendment 152.230	04/28/26
TEAM LAB	E 100-43101-213 Gravel/Dirt/Rock/Asphalt/Mulch	\$1,025.00	Road Patch, 50 bags	04/28/26
TEAM LAB	E 602-49490-216 Chemicals	\$1,450.00	Super/mega bugs	04/28/26
TIMMS TRUCKING & EXCAVATING	E 100-43102-213 Gravel/Dirt/Rock/Asphalt/Mulch	\$91.65	Rock for on-hand	04/28/26
TIMMS TRUCKING & EXCAVATING	E 100-43101-409 Street Maintenance & Repair	\$150.00	Franklin St W Street Grading	04/28/26
USA BLUEBOOK	E 602-49490-216 Chemicals	\$290.98	Sewer Chemicals - Chlorine Accuvacs	04/28/26
XCEL ENERGY	E 100-43101-387 Street Lighting	\$18.69	3.15.26-4.13.26 Electricity: Auto Protective	04/28/26
XCEL ENERGY	E 100-45202-380 Utility Services	\$26.51	3.15.26-4.13.26 Electricity: Parks	04/28/26
XCEL ENERGY	E 100-43101-387 Street Lighting	-\$58.68	3.15.26-4.13.26 Electricity: Street Lights	04/28/26
XCEL ENERGY	E 100-41946-380 Utility Services	-\$127.43	3.15.26-4.13.26 Electricity: Community Center	04/28/26
XCEL ENERGY	E 100-41941-380 Utility Services	\$76.77	3.15.26-4.13.26 Electricity: Maintenance Shop	04/28/26
XCEL ENERGY	E 602-49490-380 Utility Services	-\$150.04	3.15.26-4.13.26 Electricity: Water Pump (Liftstation)	04/28/26
XCEL ENERGY	E 601-49440-380 Utility Services	-\$72.50	3.15.26-4.13.26 Electricity: Water Tower	04/28/26
XCEL ENERGY	E 100-43101-387 Street Lighting	\$8.69	3.15.26-4.13.26 Electricity: Street Lights	04/28/26
XCEL ENERGY	E 100-43101-387 Street Lighting	\$1,438.14	3.15.26-4.13.26 Electricity: Street Lights Co-owned	04/28/26
XCEL ENERGY	E 204-42210-380 Utility Services	\$286.29	3.15.26-4.13.26 Electricity: Fire Hall	04/28/26
XCEL ENERGY	E 204-42210-380 Utility Services	\$343.00	Temporary Service Connection	04/28/26
XCEL ENERGY	E 601-49440-380 Utility Services	-\$89.72	3.15.26-4.13.26 Electricity: Water Pump (Well#1)	04/28/26
XCEL ENERGY	E 100-41944-380 Utility Services	\$12.25	3.15.26-4.13.26 Electricity: Historic Site (Feed Mill)	04/28/26
XCEL ENERGY	E 602-49490-380 Utility Services	\$86.30	3.15.26-4.13.26 Electricity: Sewer Pump (WWTP)	04/28/26
-E Expenditure		\$189,474.80		
		\$157,243.65		



AGENDA MEMO

Agenda Item: DNR

To: City Council
From: Ellen Judd
Meeting Date: 5/4/2026
Meeting Type: Regular Meeting
Subject: New Language for DNR Grant
Action Requested: Motion to approve amendment 1 to SWIFT Contract No. 270747, as presented.
Staff Recommends: Approve
Committee Recommends:
Attachments: Amendment 1 to SWIFT Contract No. 270747

Previous Council Action:

Overview: Presented is an amendment to the contract previously approved by City Council.

The DNR would like us to enter into a contract with Bolten and Menk for the design phase of the fishing piers. Mark reviewed the original agreement with the DNR and his input went back to the State, who drafted this amendment to the original contract to explicitly state that "engineering and design" would be a reimbursable cost.

This amendment will allow the City to be reimbursed the costs associated with the work that Bolten & Menk will do for the piers.

Amendment 1 to SWIFT Contract No. 270747

Contract Effective Date:	<u>6/30/2025</u>	Total Contract Amount:	<u>\$50,000.00</u>
Original Contract Expiration Date:	<u>12/31/2045</u>	Original Contract:	<u>\$50,000.00</u>
Current Contract Expiration Date:	<u>12/31/2045</u>	Previous Amendment(s) Total:	<u>n/a</u>
Requested Contract Expiration Date:	<u>n/a</u>	This Amendment:	<u>\$0.00</u>

This amendment is by and between the State of Minnesota, acting through its State of Minnesota, acting through its Commissioner of the Department of Natural Resources (“State”) and City of Morristown, whose designated business address is PO Box 362 Morristown, Minnesota 55052 (“City”) State and Contractor may be referred to jointly as “Parties.”

Recitals

1. The State has a contract with the City identified SWIFT Contract 270747 (“Original Contract”) to provide shore fishing structures, installation, and long-term maintenance.
2. The Original Contract should have included that the State is providing funding for the engineering and design work and also funding for an accessible concrete parking area and sidewalk.
3. The State and the Contractor are willing to amend the Original Contract as stated below.

Contract Amendment

In this Amendment, changes to pre-existing Contract language will use ~~strike through~~ for deletions and underlining for insertions.

REVISION 1. Clause 2. “**Agreement between Parties**” is amended as follows:

2. Agreement between the Parties

2.1 State’s Duties and Responsibilities. The State shall continue to:

- a. Encumber funds for the facility through the standard internal purchasing process including, but not limited to, a separate requisition request.
- b. Provide personnel and equipment when feasible to assist with the installation of the Shore Fishing Structures.
- c. Review and approve any signs before they are placed at the Shore Fishing Structures by the City.
- d. Retain ownership of the Shore Fishing Structures through the expiration date of the Agreement and retain the authority to relocate and/or remove the Shore Fishing Structures if the site, as identified as Exhibit A, is determined to be inadequate or if the City fails to comply with the terms of the Agreement. Before such removal or relocation, the State shall consult with the City.
- e. Assist the City with major structural repairs to the Shore Fishing Structures, if required.
- f. The State reserves the right to inspect the Shore Fishing Structures to ensure that the City complies with the terms of this Agreement.

g. Be permitted to review and approve the concept, preliminary and final plans and specifications, as developed by the City, prior to construction of the Shore Fishing Structures. The State's comments shall be provided by the State's designated project contact (Jim Levitt, jim.levitt@state.mn.us, 651-259-5819).

2.2 City's Duties and Responsibilities. The City shall continue to:

- a. Comply with all local, state and federal laws, regulations, rules and ordinances which may apply to the management, operation, and maintenance of the Shore Fishing Structures.
- b. Obtain any permit or license which may be required for the Shore Fishing Structures.
- c. Construct a hard surfaced, accessible route/sidewalk/pathway which meets accessible requirements of less than a 5% gradient, 2% cross slope connecting the Shore Fishing Structures to an accessible parking space. The City agrees to complete this portion of the project as soon as possible and within one (1) year of the effective date of this Agreement. The City agrees to comply with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. 12101 et seq.) and all applicable regulations and guidelines.
- d. Provide personnel and equipment to install the Shore Fishing Structures, and request assistance from the State as needed.
- e. Keep the Shore Fishing Structures and related facilities free and open every day during open water season in conjunction with the City's established operational months and hours for a facility of this type. The City may close the Shore Fishing Structures for emergencies, or for other reasons, without prior written consent of the State. The City shall notify the State within seventy-two (72) hours of the closing of the Shore Fishing Structures for emergency reasons or if the facility will remain closed longer than seventy-two (72) hours.
- f. Provide free and adequate parking in the vicinity for the Shore Fishing Structures including at least one (1) designated accessible space for persons with disabilities.
- g. Provide police protection and patrols for the Shore Fishing Structures in accordance with the City's established police department policies for a facility of this type.
- h. Install appropriate signage for the site as approved by the State.
- i. Maintain the Shore Fishing Structures and facilities and keep them in good and sanitary order in accordance with the City's established practices for maintenance of City facilities. Additionally, the City shall provide all necessary routine maintenance and minor repairs to the Shore Fishing Structures. The State shall assist the City with major structural repairs to the Shore Fishing Structures subject to the availability of funding according to the provisions of Article III of this Agreement.
- j. Follow Minnesota Department of Natural Resource's (DNR) Operational Order 113, which requires preventing or limiting the introduction, establishment and spread of invasive species during activities on public waters and DNR-administered lands. Operational Order 113 is incorporated into this Agreement by reference and can be found at http://files.dnr.state.mn.us/assistance/grants/habitat/heritage/oporder_113.pdf. Duties listed are in Operational Order 113 under Sections II and III (p. 5-8).
- a. The City shall prevent invasive species from entering or spreading within a project site by cleaning equipment and clothing prior to arriving at the project site.

- b. If equipment or clothing arrives at the project site with soil, aggregate material, mulch, vegetation (including seeds) or animals, it shall be cleaned with tools or equipment furnished by the City (such as brush/broom, compressed air, or pressure washer) at the staging area.
- c. The City shall dispose of material and debris cleaned from equipment and clothing at an appropriate location. If the material cannot be disposed of onsite, then the material must be secured prior to transport (such as a sealed container, covered truck, or wrap with tarp) and legally dispose of offsite.
- d. The City shall ensure that all equipment and clothing used for work in public waters has been adequately decontaminated for aquatic invasive species. All equipment and clothing including but not limited to waders, vehicles and boats that are exposed to any public water of the state must be thoroughly cleaned and drained of all water before transport to another location.
- k. Follow pollinator best management practices and habitat restoration guidelines pursuant to Minn. Stat. § 84.973 for all habitat restorations and enhancements conducted on DNR lands and prairie restorations on state lands or on any lands using state funds. Practices and guidelines ensure an appropriate diversity of native species to provide habitat for pollinators through the growing season.

REVISION 2. Clause 3. “**Funding**” is amended as follows:

3. Funding

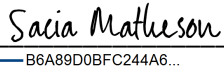
The State shall provide funding for its responsibilities under Article II of this Agreement through the standard internal purchasing process including but not limited to a separate requisition in which funds will be encumbered. The State shall provide two (2) shore fishing concrete planks and railings to the site. The State shall provide funding to the City for their responsibilities under Article II of this Agreement, however the total obligation of the State for the construction of the facilities shall not exceed fifty thousand dollars (\$50,000). The total obligation of the State for its responsibilities under Article II of this Agreement shall be limited to the amount of funds legislatively appropriated and administratively allocated to this project. No additional funding will be provided, unless agreed upon by all parties and an amendment to this Agreement is completed and executed. The City will invoice the state for approved engineering, design and construction costs of the Shore Fishing Structures (includes: engineering, design, site prep and installation of the shore fishing concrete planks and railings, installation of hard surfaced trail to the shore fishing stations and installation of a concrete parking area and connecting accessible sidewalk to the Morristown dam). Reimbursement will be due within thirty (30) days of the acceptance of the invoice by the State’s authorized representative. The City will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state or local law.

The Original Contract and any previous amendments are incorporated into this amendment by reference. Except as amended herein, the terms and conditions of the Original Contract and all previous amendments remain in full force and effect.

1. State Encumbrance Verification

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05

Print Name: Sacia Matheson

Signature: 
B6A89D0BFC244A6...

Title: Contracts Officer Date: April 21, 2026

SWIFT Contract No. 270747/3000278387

2. City

Print Name: Ellen Judd

Signature: _____

Title: City Adminsitrator Date: _____

Print Name: _____

Signature: _____

Title: _____ Date: _____

3. State Agency

With delegated authority

Print Name: Kelly Straka

Signature: _____

Title: FAW Division Director Date: _____

4. Commissioner of Administration

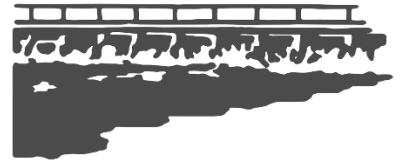
As delegated to The Office of State Procurement

Print Name: _____

Signature: _____

Title: _____ Date: _____

Admin ID: _____



AGENDA MEMO

Agenda Item: Bolten & Menk

To: City Council

From: Ellen Judd

Meeting Date: 5/4/2026

Meeting Type: Regular Meeting

Subject: Approve Proposal from Bolten & Menk

Action Requested: Motion to approve the proposal from Bolten & Menk for the Shore Fishing Improvements Project, as presented, after amendment 1 to SWIFT Contract No. 270747 has been signed by all parties.

Staff Recommends: Approve

Committee Recommends:

Attachments: Bolten & Menk Proposal

Previous Council Action:

Overview: Attached is a proposal for the construction and design of the shore fishing platforms that the DNR solicited on the city's behalf, from Bolten & Menk.

The costs will be paid by the DNR through reimbursement to the city.



AGENDA MEMO

Agenda Item: Resolution 2026-19

To: City Council

From: Ellen Judd

Meeting Date: 5/4/2026

Meeting Type: Regular Meeting

Subject: Resolution 2026-19 – Add Deferred Compensation Language to Personnel Policy

Action Requested: Motion to approve Resolution 2026-19 Implementation of Minnesota Deferred Compensation

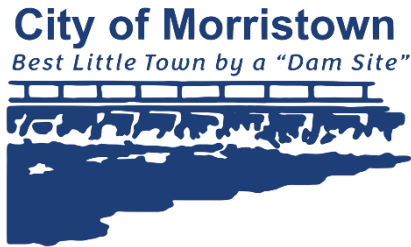
Staff Recommends: Approve

Committee Recommends:

Attachments: Resolution 2026-19 Implementation of Minnesota Deferred Compensation

Previous Council Action:

Overview: The language for the Minnesota Deferred Compensation Plan needs to be added by resolution to the Personnel Policy according to the Minnesota State Retirement System.



RESOLUTION 2026-19
IMPLEMENTATION OF MINNESOTA DEFERRED COMPENSATION

WHEREAS, the Minnesota State Retirement System administers the Minnesota Deferred Compensation Plan (MNDCP), authorized under Section 457 of the Internal Revenue Code and is available to City of Morristown employees;

WHEREAS, the City of Morristown would like to include language for this plan in the employee personnel policy;

THEREFORE, BE IT RESOLVED, the City Council of the City of Morristown does hereby declare that the following language be added to the Morristown Employee Personnel Policy;

Deferred Compensation Plan

The City of Morristown provides an opportunity for employees to contribute to the Minnesota Deferred Compensation 457(b) Plan (MNDCP). The plan, offered through Minnesota State Retirement System (MSRS), is a voluntary retirement savings plan available to full-time, part-time, or temporary Minnesota public employees. It offers a supplement to an employee's retirement income in addition to their Minnesota public pension and Social Security benefits. Employees invest pre-tax and/or Roth after-tax dollars through automatic payroll deduction. Participating employees will have the ability to log into their online account through MSRS to view their balances, change deferrals, investments, and beneficiaries at any time. There will be no match provided by the City of Morristown.

Adopted by the City Council of the City of Morristown this 4th day of May 2026.

By:

Mayor, Tim Flaten

ATTEST:

City Clerk, Cassie Eldeen



AGENDA MEMO

Agenda Item: Resolution 2026-20

To: City Council

From: Ellen Judd

Meeting Date: 5/4/2026

Meeting Type: Regular Meeting

Subject: Resolution 2026-20 – Implement Health Care Savings Plan for Employees

Action Requested: Motion to approve Resolution 2026-20 Implementation of Minnesota Health Care Savings Plan.

Staff Recommends: Approve

Committee Recommends:

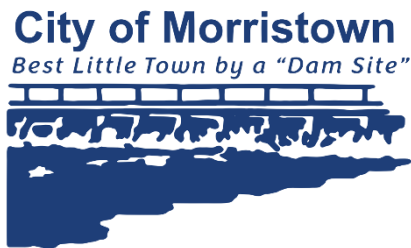
Attachments: Resolution 2026-20 Implementation of Minnesota Health Care Savings Plan

Previous Council Action:

Overview: The Health Care Savings Plan needs to be implemented by Resolution.

The resolution sets the amounts that current and future employees must contribute to the plan. The four employees that the plan affects have reviewed and approved the attached language.

There is no contribution or cost to the city for this plan.



RESOLUTION 2026-20
IMPLEMENTATION OF MINNESOTA HEALTH CARE SAVINGS PLAN

WHEREAS, the Minnesota State Retirement System administers the Minnesota Health Care Savings Plan (HCSP), authorized by Minnesota State Statute 352.98;

WHEREAS, the City of Morristown would like to implement the Minnesota Health Care Savings Plan for employees and include language for this plan in the employee personnel policy;

WHEREAS, the City of Morristown proposes administering the plan in the following manner and adding said language to the Morristown Employee Personnel Policy;

Health Care Savings Plan (HCSP)

Employees of the City of Morristown will participate in the Health Care Savings Plan (HCSP) administered by Minnesota State Retirement System (MSRS). All current and future employees of the City of Morristown will participate as outlined by this agreement.

This policy is effective May 4, 2026, and will remain in force for two years or until renewed by the parties, whichever is later.

The City of Morristown will handle the administrative responsibilities of remitting and accounting for the employee contributions to MSRS. Contributions to the HCSP will be as follows:

Employees classified as office staff—including positions whose job titles contain City Clerk, Treasurer, City Administrator, or Public Works Director—shall contribute:

- 2% of employee's bi-weekly gross pay.
- 100% of severance gained when resigning or retiring in good standing, as specified under the "Separation From Service" section of Morristown's Personnel Policy.

Employees classified as public works staff—including positions whose job titles contain Public Works or Operator—shall contribute:

- 1% of employee's bi-weekly gross pay.

Individual members may neither increase nor decrease their contributions from the amount established by this agreement. All employees must participate as outlined by this agreement unless eligible to opt out of the Plan. The employee must apply for a waiver in a format approved by MSRS. Upon the employee's death, contributions owed but not yet paid to the HCSP will be paid in cash to the employee's (e.g., estate or spouse).

WHEREAS, the Morristown Employee Personnel Policy currently includes the following language;

SEPARATION FROM SERVICE

Resignations

Employees wishing to leave the city service in good standing (good standing means for the employee to receive a possible payout of accrued PTO and LTA) must provide a written resignation notice to their supervisor, at least ten (10) working days before leaving. Exempt employees must give thirty (30) calendar days' notice. The written resignation must state the effective date of the employee's resignation.

Accrued PTO Payout

Employees who leave the employ of the city in good standing by retirement or proper resignation will be paid 75% of unused accrued PTO.

THEREFORE, BE IT RESOLVED, the City Council of the City of Morristown does hereby implement the Minnesota Health Care Savings Plan (HCSP).

BE IT FURTHER RESOLVED, the City Council of the City of Morristown, does hereby authorize adding the HCSP language to the Morristown Employee Personnel Policy.

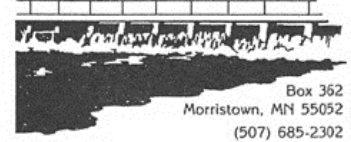
Adopted by the City Council of the City of Morristown this 4th day of May 2026.

By:

Mayor, Tim Flaten

ATTEST:

City Clerk, Cassie Eldeen



AGENDA MEMO

Agenda Item: Waiver

To: City Council

From: Ellen Judd

Meeting Date: 5/4/2026

Meeting Type: Regular Meeting

Subject: Waiver – Liability Coverage Waiver Form

Action Requested: Motion to approve the Liability Coverage Waiver Form as presented, with the 'DOES NOT WAIVE' box checked.

Staff Recommends: Approve

Committee Recommends:

Attachments: Liability Coverage Waiver Form

Previous Council Action: Approve each year.

Overview: The attached form must be submitted annually when we renew our property and casualty insurance.

Mark always recommends that we do not waive the statutory limits.

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city's underwriter](#), to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

LMCIT Member Name:

Date of member's governing body meeting:

Name of person completing this form:

Position of person completing this form:

Signature of person completing this form:



AGENDA MEMO

Agenda Item: Appointment

To: City Council

From: Ellen Judd

Meeting Date: 5/4/2026

Meeting Type: Regular Meeting

Subject: Appointment – Appointing Jim Lonergan as Zoning Board Chair

Action Requested: Motion to appoint Jim Lonergan as Zoning Board Chair for another five-year term, effective May 1, 2026.

Staff Recommends: Approve

Committee Recommends: Approve

Attachments:

Previous Action:

Overview: City Code 152.330 states that each member of the Zoning Board serves a five-year term. Jim Lonergan's term is up as of May 1st, 2026. Jim has stated that he would be interested in reappointment to the position for another five-year term.

The Zoning Board recommends the re-appointment of Jim Lonergan.



AGENDA MEMO

Agenda Item: Heat

To: City Council

From: Ellen Judd

Meeting Date: 5/4/2026

Meeting Type: Regular Meeting

Subject: Install Heating System at Old Maintenance Shop

Action Requested:

Staff Recommends: Approve

Committee Recommends:

Attachments:

Previous Council Action:

Overview: Val discussed this in minor detail at the last work session.