

**PLAINVIEW CITY COUNCIL
REGULAR MEETING
Tuesday December 9, 2025, at 6:00 P.M.**

1. CALL TO ORDER - Mayor Holm called the Regular Plainview City Council meeting to order on Tuesday December 9, 2025, at 6:00 p.m.

Council Members in attendance: Keith Holm, Holly Reeve, Lindsay Hammer Bartley, and Brandon Bauman.

Council Members absent: Don Kuschel.

Department Heads in attendance: City Administrator David Todd, Finance Director Vicki Axley, City Clerk Carol Kujath, Deputy Clerk Kayla Hall, Police Chief Jason Timm, Fire Chief Mike Lyons, and Library Director Alice Henderson.

Department Heads absent: Public Works Director Shane Loftus.

Guests in attendance: Brian Malm with Bolton & Menk, Xander Henderson, and Ken Aakre.

2. PLEDGE OF ALLEGIANCE –

3. PUBLIC COMMENT – None.

4. APPROVAL OF AGENDA – Motion by Reeve, second by Hammer Bartley to approve the Agenda.
Motion carried unanimously.

5. 2025 TRUTH IN TAXATION HEARING – Motion by Bauman, second by Hammer Bartley to close the regular meeting and open the Truth in Taxation Public Hearing. Public Hearing opened at 6:02 p.m.
Motion carried unanimously.

Administrator David Todd gave a slide presentation of the Budget and Levy hearing for Taxes Payable in 2026. Ken Aakre – 660 2nd St NW – Aakre thanked administrator Todd for the information. Appreciated everyone's time and attention trying to keep taxes low for the residents of Plainview. Voiced his concern about the tax increases in the last 10 years. Would like the city to consider using equipment longer before trading in for new equipment.

Motion by Hammer Bartley, second by Reeve to close the public hearing.
Motion carried unanimously. Public hearing closed at 6:19 p.m.

6. APPROVAL OF CONSENT AGENDA – Motion by Hammer Bartley, second by Bauman to approve the Consent Agenda, Mayor Holm recused himself from voting for C.2. the Tobacco License Renewal.
Motion carried unanimously.

A. City Council Minutes – November 10, 2025

B. Bills

C. Permits/Licenses/Donations:

1. Refuse License Renewals – Hagedorn Enterprises dba: Lake City Recycling, Interstate Disposal Service, Waste Management, Lakeshore Recycling Systems LLC, and Harter's Disposal of Minnesota
2. Tobacco License Renewals – High Plains, Lyon's Oil BP, Kwik Trip and Family Dollar
3. Gambling Permit – Lions Club

D. Department Head Reports and Board Minutes

- E. Library Board Appointments for 2026
- F. EDA Board Commission Appointments for 2026
- G. Council Board and Liaison Assignments for 2026
- H. Community Economic Development Authority (CEDA) Contract Renewal

7. UNFINISHED BUSINESS – None

8. NEW BUSINESS –

A. Approve Final 2026 Levy – Resolution 2025-19 –

The City of Plainview is required by law to certify to the County Auditor the final tax levy in December each year. It was noted that in September 2025, the City Council approved a preliminary levy amount of \$3,127,368. This amount reflected an increase from the 2025 levy in the amount of \$205,421 or 7.03%. After working through the budget process the levy amount was reduced to \$3,095,900, which reflects an increase in the amount of \$173,953 or 5.95%. Inflationary costs make it difficult to reduce the levy any further without affecting City services provided to the citizens of Plainview.

Motion by Bauman, second by Hammer Bartley to accept Resolution 2025-19 approving the final 2025 tax levy collectible in 2026.

Motion carried unanimously.

B. Approve Final 2026 Budget – Resolution 2025-20 –

The City of Plainview is required by law to adopt a budget each year. Detailed information was given to the Council Budget Committee for their review, discussion, input, and approval throughout this process. The City needs to adopt the final budget amount for the 2026 operating budget for the general governmental funds in the amount of \$5,034,403.

Motion by Reeve, second by Bauman to approve the Final 2026 Budget Resolution 2025-20.

Motion carried unanimously.

C. Fund Transfers – Resolution 2025-21 –

Administrator David Todd explained how each year a transfer resolution is brought before the Council for approval. Fund transfers are normal functions in fund accounting and are necessary to ensure that funds do not end the year with a negative balance. All of these fund transfers are for purchases that have already been approved by the Council and paid for. This process is just to approve the transfer of money between funds.

The 2025 Fund Transfers for capital project/equipment funding as follows:

1. Transfer \$8,680 from the Capital Improvement Fund to the General Fund for the purchase of the council chamber dais and chairs.
2. Transfer \$6,060 from the Capital Improvement Fund to the General Fund for the purchase of a radio for the Police Department.
3. Transfer \$193,129 from the Capital Improvement Fund to the General Fund for the Parks Trail Improvement Project.
4. Transfer \$114,207.42 from the 2023 Street Improvement Fund back to the Street Improvement Fund. The project is now complete and finalized. The project was originally funded with a bond issue, a MnDOT sidewalk grant and cash reserves from the Street Improvement Fund.
5. Transfer \$50,000 from the Water Fund and \$50,000 from the Sewer Fund for General Fund support per the 2025 approved budget.

Motion by Hammer Bartley, second by Bauman to approve the Funds Transfer Resolution 2025-21.

Motion carried unanimously.

D. MHFA Housing Grant for Skye View Development–

The City of Plainview executed a deferred loan agreement with the Minnesota Housing Finance Agency for a Workforce Development Program Grant for Skye View Development

on June 14, 2022. The city was awarded \$1.304 million dollars for this project, which included a multi-unit, market rate, apartment complex, and mixed-use housing. The developer entered a contract for deed with PADCO (Plainview Area Development Corporation) for the 9.22 acres of land south of Hwy 42, PID #26.00116.25. The development did not come to fruition due to numerous factors which included funding gaps, developmental delays, lack of planned grant funds, and expiring timelines for construction start dates. When the developer requested additional funding from MHFA, along with amending the deferred loan agreements to extend construction timelines, MHFA agreed to increase grant funds to \$1.6 million and extended the construction timeline to May 2027, however there was nearly a \$1.0 million funding gap and not receiving an LPP (Local Partnership Program) grant for lane modifications on Hwy 42 from MnDOT was a problem. Also, the primary developer stepped away from the project and the land that was deeded to him for the project was transferred via quit claim deed back to PADCO. Since the land for the project was no longer owned by the developer nor the development team, there was no real path forward for the project. Workforce Housing Grant Program Director Sara Bunn advised City Council to rescind the grant award of \$1.6 million.

Motion by Reeve second by Hammer Bartley to rescind the deferred loan agreement contract between the City of Plainview and MHFA for the Workforce Housing Grant associated with Skye View Development.

Aye: Holm, Reeve, Bauman, and Hammer Bartley

Nay: None

Absent: Kuschel

Motion carried.

E. Pay Estimate No. 1 – Danckwart Companies LLC – 3rd Ave NE Watermain Relocation –

Brian Malm with Bolton & Menk gave Council an update on the watermain relocation project located on 3rd Ave NE. The watermain is in, there is a hydrant yet to be installed, and the rest of the work will have to wait to be completed in the spring. The original contract price for this project is \$64,599.31. The pay estimate brought before Council is \$28,904.76.

Motion by Bauman, second by Hammer Bartley to approve the Pay Estimate No. 1 from Bolton & Menk to Danckwart Companies LLC in the amount of \$28,904.76, for the 3rd Ave NE Watermain Relocation Project.

Motion carried unanimously.

F. Pay Estimate No. 1 and Final – Bennett & Sons Sand & Gravel Co. – 2025 Waterway Maintenance –

Brian Malm with Bolton & Menk gave Council an update on the waterway maintenance project for 2025. The contract amount for this project was \$43,940, which came in under budget.

Motion by Reeve, second by Hammer Bartley to approve Pay Estimate No.1 and Final from Bolton & Menk to Bennett & Sons Sand & Gravel Co. in the amount of \$41,620.00 for the 2025 Waterway Maintenance Project located between Edgewood Acres and 5th Ave NE.

Motion carried unanimously.

G. Allocate \$400,000 from the Plainview EDA Housing Fund to the BA Holdings Rolling Plains Business Park Project –

The Economic Development Authority (EDA) board at their November 18, 2025 meeting, approved the recommendation that City Council approve allocating funds from the Plainview EDA Housing Fund to the BA Holdings Rolling Plains Business Park Project. It was noted that the total project cost is \$4.5 million, the City of Plainview received a \$1 million DEED grant, and the city's portion of infrastructure costs (sewer, water, road improvements) are about \$2 million. The funds from the EDA Housing Fund would help cover the city's portion of the infrastructure for the development and would not be spent until a formal development agreement is in place. The current balance in the Plainview EDA Housing Fund is \$453,309.37. This fund was established by the Plainview City Council in September 2018 using money allocated from

the city's capital improvement fund and the balance of funds from the Rochester Sales Tax money. The final motion approved by the EDA board was approval of \$400,000 economic development grant for the BA Holdings project, with the condition that any unused funds would go back to the Plainview EDA Housing Fund for future economic development projects. The EDA board voted unanimously.

Motion by Bauman, second by Reeve to allocate \$400,000 from the Plainview EDA Housing Fund to the BA Holdings Rolling Plains Business Park Project with any unused funds to be returned to the Plainview EDA Housing Fund.

Motion carried unanimously.

9. INFORMATION ONLY DOCUMENTS –

A. Joint Meeting with the City of Elgin –

Plainview-Elgin Sanitary Sewer Board terms for Spencer Larson (Plainview) and Dave Vail (Elgin) will expire on December 31, 2025. A joint meeting is required to appoint board members to the Plainview-Elgin Sanitary Sewer Board. The joint meeting with the City of Elgin for the Plainview-Elgin Sanitary Sewer Board appointments will be held at Elgin City Hall on December 17, 2025, at 6:00 p.m. A quorum is required for this joint meeting. Mayor Holm, Council members Reeve and Kuschel will represent the City of Plainview at the joint meeting.

10. COUNCIL COMMENT –

-Hammer Bartley – Acknowledged and expressed gratitude to the community members that are willing to step up and serve on city boards. “The consent agenda had multiple board appointments for the library board and for the EDA board. Thank you.”

-Holm – “It is good that people are willing to serve in town. Thank you. It is good to have new people with new ideas.”

11. ADJOURN –

Motion by Bauman, second by Hammer Bartley to adjourn the Plainview City Council meeting. Motion carried unanimously. Meeting adjourned at 6:44 p.m.



Keith Holm, Mayor



Carol Kujath, City Clerk