

**PLAINVIEW CITY COUNCIL  
SPECIAL MEETING  
Monday November 10, 2025, at 6:00 P.M.**

**1. CALL TO ORDER-** Mayor Holm called the Special Plainview City Council meeting to order on Monday November 10, 2025, at 6:00 p.m.

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

Council Members absent: None.

Department Heads in attendance: City Administrator David Todd, City Clerk Carol Kujath, Deputy Clerk Kayla Hall, Police Chief Jason Timm, and Public Works Director Shane Loftus.

Department Heads absent: Finance Director Vicki Axley, Fire Chief Mike Lyons, and Library Director Alice Henderson.

Guests in attendance: Brian Malm with Bolton & Menk, Cindy Ebert, Neil Linscheid with the UMN Extension, Sam Johnston, Jae Gourley, Aaron Luckstein, and Richard Johnson.

**2. PLEDGE OF ALLEGIANCE –**

**3. PUBLIC COMMENTS –** None.

**4. APPROVAL OF AGENDA –**

Motion by Kuschel, second by Reeve to approve the Agenda.  
Motion carried unanimously.

**5. APPROVAL OF CONSENT AGENDA –**

Motion by Reeve, second by Hammer Bartley to approve the Consent Agenda.  
Motion carried unanimously.

**A.** City Council Minutes – October 14, 2025, Regular Meeting Minutes.

**B.** Bills

**C.** Permits/Licenses/Donations

**1.** Liquor License Renewals – 2026 – Walkes Enterprises Inc., K-J Bowling Enterprises Inc., William Allen American Legion, LeVan Norton Enterprises LLC., and Firehouse Beer, Wine, and Liquor.

**2.** Tobacco License – Plainview LLC: dba Plainview Smoke Shop

**D.** Department Head Reports and Board Minutes

**E.** LMCIOT Tort Limit

**F.** 2026 Maintenance Agreement between Wabasha County and the City of Plainview

**6. UNFINISHED BUSINESS –** None.

## **7. NEW BUSINESS –**

### **A. Envision Plainview Ripple Mapping Results – CEDA –**

Envision Plainview used Ripple Mapping, a method for evaluating community-based efforts by interviewing participants and beneficiaries to understand the work they had engaged in and the outcomes that followed. Once these interviews were completed, the University of Minnesota Extension team analyzed the information, identified common themes, and produced a report and visual map to illustrate the impacts. This work was supported by a community toolkit, a visioning exercise, and action steps that helped guide participants throughout the process. The initiative also included “Spark” sessions designed to generate energy, creativity, and new ideas for moving community goals forward.

Trisha Hess, CEDA Community and Business Development Specialist along with Neil Linscheid, Entrepreneurship State Specialist with University of Minnesota Extension and Cindy Ebert Entrepreneurial Coach, with Southern Minnesota Initiative Foundation (SMIF), shared results from the Plainview Ripple Effect Mapping (REM) session with Council. The results showed that there had been strong and sustained community interest in addressing childcare needs, which emerged as a significant long-term priority. Participants emphasized that the work taking place in Plainview was part of a multi-year process that was still underway, with cumulative efforts already beginning to show meaningful payoff. Throughout this ongoing process, community partners became increasingly connected, forming new relationships across organizations and sectors. These connections sparked additional conversations, generated new ideas, and helped partners recognize emerging patterns.

Another key theme was the importance of behind-the-scenes coordination, which played a critical role in advancing initiatives and maintaining momentum. The mapping process, along with the structured tools and activities provided through the toolkit and visioning exercise, revealed a growing sense of shared ownership among community members. This contributed to broader engagement and support for local projects. In addition, the community experienced improved access to resources, particularly those that supported entrepreneurship and local business development.

Overall, the ripple mapping results illustrated a wide network of positive and interrelated community impacts that extended beyond individual projects. The integration of the toolkit, guided action steps, and the energizing Spark sessions demonstrated the value of sustained collaboration and intentional planning in supporting long-term community development in Plainview.

(see attached)

This was only informational. No motion was made.

### **B. Three Rivers Community Action Transit Services Contract –**

Three Rivers Community Action has been providing transportation services in Plainview for many years. They provide curb-to-curb Demand Response service to the residents in and around Plainview and Elgin Monday-Friday. In years past, the agreement was that the only cost to the city for the transit services provided was to pay the local match on new bus purchases for that area. Prior to 2020 the cost of the bus, like the one utilized in and around Plainview, was about \$80,000. The same bus in 2023 was listed at \$192,000. That would mean the local match went from about \$16,000 to \$38,400. With the increased costs of the buses, Three Rivers is making a change to find a better way to cover the local match costs as well as help plan their capital purchases. Three Rivers has decided to implement a Fee for Service MOU with all the communities they provide public transit services in. This will be an annual fee that the city can budget for. The fee was calculated based on hours in each service area. The bill for the City of Plainview would be \$6,000 per year beginning January 1, 2026, for three years. At the end of 2029, the contract will be reevaluated. It was noted that there is

an option for either party to opt out of the contract early for any reason.

Motion by Hammer Bartley, second by Bauman to approve the contract between Three Rivers Community Action, Inc., and the City of Plainview for the Provision of Transit Services.

Motion carried unanimously.

**C. MN Paid Leave Law Policy – Resolution 2025-17 –**

A new Minnesota law creating a state-administered mandatory paid family and medical leave insurance program begins January 1, 2026. The program will provide job protections and partial wage replacement per benefit year up to a maximum of 20 weeks for family and medical leave funded in large part by employer premiums and in some cases, employee contributions. The Minnesota Department of Employment and Economic Development (DEED) will administer the program. All employers in MN are required to participate in this program. All wages earned while working in “covered employment” are subject to MNPL premiums (no earnings threshold). Benefit eligibility is subject to meeting the \$3,900 wage threshold, which is 5.3% of the State’s average annual wage, and other criteria under Minnesota Statutes, section 268B.03. The premium rate for 2026 has been set at .88% of taxable wages. Employers must contribute at least 50% of the premium from employee’s wages. DEED will annually calculate the premium rate. Payroll deductions will begin on January 1, 2026.

Motion by Reeve, second by Kuschel to approve Resolution 2025-17 establishing the new Minnesota Paid Leave Policy.

Motion carried unanimously.

**D. Dumpsite for Snow/Equipment to Push Up Snow for 2025-2026 –**

The request for bids was advertised for a dump site for the snow from the windrowed streets for the 2025-2026 snow season. The bid was also for the equipment to push up the snow to ensure there is enough room for snow for the whole season. Bennett & Sons was low bid at \$3,500 for the dump site and \$175 per hour for the equipment to push up snow. Public Works Director Shane Loftus noted the money will come out of the Public Works Snow Budget.

Motion by Bauman, second by Hammer Bartley to approve Bennett & Sons for the dumpsite and cost of equipment to push up snow.

Motion carried unanimously.

**E. Snow Hauling for 2025-2028 –**

The State and Wabasha County pay the City of Plainview to remove snow on Broadway, 3<sup>rd</sup> St. SW, and 10<sup>th</sup> St. SW. The city windrows most of those streets. The city also windrows the business district. To ensure the windrow is removed in an efficient manner the City contracts the snow hauling. A request for bids was advertised. M&M Construction was low bid at \$155 per truck per hour for snow falls under 5” and \$148.50 per truck per hour for snow falls over 5”. The City received a discounted rate for agreeing to a three (3) year contract. The rate is good for all three (3) years. Public Works Director Shane Loftus noted the money for this expenditure will come from the Public Works Snow Budget.

Motion by Hammer Bartley, second by Reeve to approve M&M Construction for hauling snow for the 2025-2028 snow seasons.

Motion carried unanimously.

**F. Sand for 2025-2026 –**

In preparation for winter, the request for bids was advertised on providing sand to mix with salt for the winter months. Bennett & Sons was the lowest bid at \$17 per yard. Public Works Director Shane Loftus noted the money for this expenditure will come from the Public Works Snow Budget.

Motion by Reeve, second by Kuschel to approve Bennett & Sons to supply the City with sand for the 2025-2026 winter season.

Motion carried unanimously.

**G. Ordinance Amendment – 402.8.5 – Ordinance 2025-03 –**

When City Code Chapter 402.8.5 was written it stipulated Type K Copper Tubing be used in all water service lines. Since that time industry standards have changed as well as the Minnesota Rural Water Association's specifications allowing the use of CTS (Copper Tube Size) plastic with tracer wire for all service lines. Staff along with Bolton & Menk requested Council to approve amending City Code 402.8.5, by adding the use of CTS plastic tubing along with tracer wire, to the existing code language. City Attorney, Mike Flaherty, provided the ordinance amendment language along with a summary publication for the newspaper. (see attached)

Motion by Reeve, second by Hammer-Bartley to approve amending City Code Chapter 402.8.5 to allow for the use of CTS (Copper Tube Size) plastic with tracer wire per MRWA (Minnesota Rural Water Association) specs for water service lines.

Motion carried unanimously.

**H. Standardized Seasonal Opening and Closing Dates for Plainview Parks –**

The City Parks open and close each year for the summer season. Past practice had been to open when the risk of freezing had passed in the spring and to close before the risk of freezing in the fall, without having a set date. Public Works Director Shane Loftus came before Council requesting approval to standardized seasonal opening and closing dates for the Plainview parks. Standardizing the opening and closing of city parks with help with scheduling work orders for repairs and improvements as well as maintenance and upkeep of the restrooms and equipment. It will also assist staff when renting the parks at the beginning and end of each season. Many communities and campgrounds within the state have standardized dates for when they open and close their parks for the season.

Motion by Kuschel, second by Bauman to approve establishing May 1<sup>st</sup> of each year for opening and October 15<sup>th</sup> of each year as closing dates for Plainview city parks.

Motion carried unanimously.

**I. 2<sup>nd</sup> Ave SE LRIP Grant Application – Resolution 2025-18 –**

The Local Road Improvement Program (LRIP) through MnDOT, which supports local roadway projects that demonstrate regional significance, is receiving grant applications for 2026. City Engineer Brian Malm is seeking approval from Council to apply for the grant for full reconstruction of the street and utilities along 2<sup>nd</sup> Ave SW, between TH 42 and 9<sup>th</sup> St SW (CSAH 57). The estimated project cost is \$6.7 million (2025 dollars), with up to \$1.5 million in LRIP funds available across FY 2026, 2027, and 2028. This project is included in the current Capital Financial Plan for construction in 2028. For the City to participate in this funding opportunity, Council must pass a resolution. Applications are due December 12, 2025, with funding award announced in March 2026. It was noted that if the City were to get approved for the grant, but decided to push the project back a year, the city does not need to accept the grant monies. The City applied for this grant in 2021 and 2023 without success, however ranked near the fundable threshold both times.

Motion by Hammer Bartley, second by Bauman to approve Resolution 2025-18 supporting pursuit of local road improvement program funding from MnDOT for the reconstruction of 2<sup>nd</sup> Avenue SW in the City of Plainview.

Motion carried unanimously.

**8. INFORMATION ONLY DOCUMENTS** – None.

**9. COUNCIL COMMENT** – None.

**10. ADJOURN** –

Motion by Reeve, second by Hammer Bartley to adjourn the Plainview City Council meeting.  
Motion carried unanimously. Meeting adjourned at 6:48 p.m.



Keith Holm, Mayor



Carol Kujath, City Clerk