222 2nd Street SE
Wadena, MN 56482

Regular City Council Minutes
Tuesday, June 9, 2026

CALL TO ORDER AND ROLL CALL
Comprising a quorum of the City Council, the meeting was called to order at 5:00 pm with the following council members present: Mayor George Deiss, Council Members Duke Harrison, Mark Lunde, and Wade Miller. Mac Nelson was absent.
Staff present: City Administrator Kim Schroeder, Police Chief Naomi Plautz, WDA Director Dean Uselman, Public Works Director Dan Kovar, Utilities Director Dave Evans, Liquor Store Manager Tim Booth, Fire Chief Cody Yglesias, Wellness Director Lisa Anderson, and Finance Director Penny Poling.

CONSENT CALENDAR

Motion approving the consent calendar items.

A. Claims Register Summary
B. Monthly Financial Reports
C. City Council Meeting Minutes:
   a. April 22, 2026, Local Board of Review Meeting
   b. May 12, 2026, Regular Meeting
D. Action 26-43: Temporary Tattoo License for Downtown Ink
E. Action 26-44: TNT Fireworks, Transient Merchant License Application
F. Action 26-45: State of MN, Driver & Vehicle Service, Wellness Center Lease Agreement
G. Action 26-46: 2026 Election Judges
H. Action 26-47: Property/Casualty Liability Coverage Form for Monetary Limits
I. Action 26-48: FD Firefighter Hires
J. Action 26-51: Temporary On-Sale Liquor License for Wadena County Ag Society

Moved by:	Lunde	Seconded by:	Miller
Roll call vote:	Deiss, Harrison, Lunde, Miller		

OLD BUSINESS

Ordinance 262: Second reading to amend city code, Chapter 124 Cannabis, Section 124.03 Regulating Cannabis Businesses.

Discussion focused on permitted hours of cannabis sales. Staff noted the current ordinance allows sales from 10:00 a.m. to 10:00 p.m., while Minnesota state law permits sales between 8:00 a.m. and 2:00 a.m. Monday through Saturday and 10:00 a.m. to 2:00 a.m. Sundays. Council discussed whether to maintain more restrictive local hours or align with state statute. Members expressed support for following state law to avoid future conflicts and provide consistency with state regulations.

Moved by:	Lunde	Seconded by:	Miller
Roll Call Vote:	Deiss, Harrison, Lunde, Miller		

Action 26-42: Motion approving the sale of Lot 6, Block 5 in Golf Course Addition, 13978 Leaf River Rd to Tanner & Kelsey Budke for $12,500.

At the May regular meeting the city council considered a real estate purchase offer from Tanner and Kelsey Budke for $12,500, an offer lower than the asking price told to them at that time of $14,000.
Following the meeting, WDA Director Dean Uselman noticed that the original 1996 established price for the lot is $8,500. Discussions occurred with Tanner and Kelsey Budke with them agreeing to continue with and honor their offer of $12,500, above listed price.

Moved by:	Lunde	Seconded by:	Miller
Roll Call Vote:	Deiss, Lunde, Miller		
Opposed:	Harrison		

NEW BUSINESS

First Reading Ordinance 263: First reading to amend City Code 123. Franchises. Spectrum Mid-America, LLC, Indirect Subsidiary of Charter Communications, Inc.

The agreement was reviewed by the city's attorney. A redlined copy will be emailed to the council following the meeting and is available at city hall for the public to view.

Resolution 2026-25: Motion approving authorization to participate in Community Concern For Youth Program with Todd-Wadena Community Corrections.

Chief Naomi Plautz reports this is annual money budgeted to the program that mentors closely with the youth, instead of going to court and receiving a criminal record. A great program that's been in place for multiple years and grateful for the continued support.

Moved by:	Miller	Seconded by:	Harrison
Roll Call Vote:	Deiss, Harrison, Lunde, Miller		

Resolution 2026-26: Motion approving to adjust internal fund transfers.

This formalizes the transfer of budgeted capital outlay funds from the General Fund into a newly created Capital Outlay Fund (Fund 410), a process that has been discussed for a couple years and since coordinated with department heads and auditors. Historical capital outlay amounts from 2023, 2024, and 2025 were analyzed to establish department-specific balances, allowing departments to track capital fund balances and plan for their future capital purchases. Going forward, annual budgeted capital outlay amounts will be transferred to Fund 410 in the current year.
Also included is the auditor's recommendation to adjust a 2025 ARPA transaction that will avoid a prior-year audit adjustment.
Lastly, a transfer to adjust remaining tax increment balances from decertified districts to the General Fund to close out the funds. Additional review will be completed to determine whether any balances were to be distributed to other taxing jurisdictions.

Moved by:	Lunde	Seconded by:	Harrison
Roll Call Vote:	Deiss, Harrison, Lunde, Miller		

Action 26-49: Motion approving $18,500 Bolton & Menk engineering proposal to assist with preliminary planning of the Wastewater Facility Improvement plan and the SW Underground Infrastructure project.

Both projects have been identified as long-term infrastructure needs. Combining them could improve the City's scoring criteria for the MN Clean Water Revolving Fund (CWRF). The proposed work would develop a facilities plan necessary to pursue future funding and place the projects on priority lists. Staff outlined the proposed funding allocation among wastewater, water, and general fund infrastructure categories.

Moved by:	Lunde	Seconded by:	Harrison
Roll Call Vote:	Deiss, Harrison, Lunde, Miller		

Action 26-50: Motion approving to replace the Tapley Park and Northwest (Tony's Transfer) wastewater lift station pumps through Midwest Pump Works totaling $19,052.02 and $27,993.02 respectfully.

Pump costs have increased significantly since the 2025 budget, with units increasing from approximately $13,000 to $19,000 each. During the annual inspection, it was identified that a second lift station, Northwest, needs replacement to maintain system reliability.
Staff recommends proceeding with replacement of both pumps. The entire cost is not in the 2026 budget; expenses over budget will reduce cash and investment reserves. The replacements are necessary to avoid risk of system failure. Other maintenance needs will be reviewed for a new schedule going forward.

Moved by:	Lunde	Seconded by:	Miller
Roll Call Vote:	Deiss, Harrison, Lunde, Miller		

Nicole Stracek, Pioneer Journal: Sunnybrook Park, Baby Buffalo Naming Contest

Stracek and the Pioneer Journal are planning another baby buffalo naming contest at Sunnybrook Park. Nicole is fairly confident it is a girl. She'll work with the Chamber for a prize of $100 chamber bucks and a stuffed baby buffalo. A list of names and entries will be brought to July's council meeting for the City Council to decide on a name.

MEETING OPEN TO THE PUBLIC: 5:35pm No one present

DEPARTMENT REPORTS
Public Works Department – Dan Kovar Nothing to add
Utilities Department - Superintendent David Evans

- Provided an update regarding last Saturday's 4:00 am power outage. The outage was traced to an issue at the Verndale substation that serves the City of Wadena and others.
  This has led to discussions have begun with Missouri River Energy and Minnesota Power regarding aging equipment at the substation and potential future voltage upgrades. While improvements are being explored, he indicated that any major upgrades are still at least five years away.

Wadena Development Authority and Planning & Zoning – Dean Uselman Nothing to add
Police Department – Naomi Plautz – Nothing to add
Fire Department – Cody Yglesias Fire Chief

- Thanked the council for approving recent hires of Jackson Becker, Marcus Rohr, and Drew Lorentz, noting that these additions bring the department to full staff levels. It was also noted that all current staff reside within the required response area, supporting response times.
- The department reported a relatively quiet period for fire calls, with the most recent activity consisting of primarily wildfire mutual aid responses. Discussion included ongoing efforts to support training and certifications as well as a relief association fundraising update with relief money and donations at approx. $60,000 toward a $125,000 goal.
- Reviewed revisions to the township fire service contract, noting changes to how capital contributions are calculated. The agreement includes setting aside $75,000 annually for future capital purchases.

- Provided an update on equipment needs, noting the existing truck is beyond economical repair with replacement options being evaluated. A potential replacement unit has been identified, and discussions with townships and funding partners will continue prior to a formal purchase recommendation at an upcoming council meeting.

Wadena Liquor Store – Tim Booth – Nothing to add
Maslowski Wellness and Research Center – Lisa Anderson – Nothing to add
Whitetail Run Golf Course – Kevin Ross – Not present
City Administrator – Kim Schroeder – Nothing to add

COUNCIL REPORTS
Duke Harrison: Thanked Dan Kovar for fixing the Tapley Park swing.
Mark Lunde: Nothing to add.
Mac Nelson: Not Present.
Wade Miller: Nothing to add.
Mayor George Deiss: Noted all the events happening in Wadena in the coming weeks including June Jubilee, the County Fair, and the Fly-In.

Action Motion: Motion to close the meeting at 5:52 pm pursuant to MN Statute 13D.05, Subd. 3(d) for the purpose of attorney-client privilege.			
Moved by:	Lunde	Seconded by:	Harrison
Vote in favor:	Deiss, Harrison, Lunde, Miller		

Action Motion: Motion to reopen the meeting at 6:20 pm.			
Moved by:	Harrison	Seconded by:	Lunde
Vote in favor:	Deiss, Harrison, Lunde, Miller		

Action Motion: Motion to adjourn at 6:23 pm.			
Moved by:	Miller	Seconded by:	Lunde
Vote in favor:	Deiss, Harrison, Lunde, Miller		

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George Deiss, Mayor

Attest: ______________________________
Kim Schroeder, City Administrator