

Mayor George Deiss
Council Member Duke Harrison
Council Member Mark Lunde
Council Member Wade Miller
Council Member Mac Nelson



**Special City Council Meeting Agenda
November 12, 2025
4:00 pm**

1. Public Hearing

- A. Highway 10 Utilities Improvement Proposed Assessments
- B. Highway 71 Utilities Improvement Proposed Assessments



Hwy 10 Phase 2 Utility Improvements City of Wadena

Public Hearing
November 12, 2025

Presentation

- ☐ Background
 - ☐ Hwy 10 Utilities
 - ☐ Utility Issues
 - ☐ Utility Improvements
 - ☐ Utility Project Scope
- ☐ City Assessment Policy
- ☐ Improvements Assessment
- ☐ Hwy 10 Utility Project Cost Information
- ☐ Potential Property Assessment
- ☐ Public Input



Background

- ❑ Hwy 10 Phased Reconstruction – MnDOT
 - ❑ Phase 1 mostly completed 2019
 - ❑ City replaced existing aged utilities
 - ❑ Partially funded (\$5M earmark)
 - ❑ Phase 2 – Scheduled for 2025 - 2027
 - ❑ City replaced existing aged utilities
 - ❑ City pursued LRIP funding



Hwy 10 Utilities



Utility Issues

☐ General

- ☐ Utility location in new highway problematic
- ☐ High probability of contamination

☐ Sanitary Sewer

- ☐ Aged, shallow, inefficient collection, does not meet current MPCA standards

☐ Watermain

- ☐ Aged, pipe system may contain lead, inefficient distribution layout, location



Utility Improvements

- ☐ Improvement Options (PER dated 11/30/2023)
 - ☐ Three improvement options considered with a fourth as “Do Nothing”
 - ☐ Selected Option
 - ☐ Replaced Hwy 10 utilities in City easement
 - ☐ Re-routed/extended utilities along 9th St NW
 - ☐ Most replacement - City led project
 - ☐ Remainder - MnDOT led project



Utility Project Scope



City Assessment Policy

☐ Procedure: Mn Statute 429

☐ Improvement Hearing – January 9, 2024

 ☐ Final Assessment Hearing – November 12, 2025

☐ Past City Policy: New construction and service pipes assessed at 100% to benefitting property.

Reconstruction (street and main pipes) assessed at slightly more than minimum 20% required by statute.

☐ Assessment Payment

– In Full, or

– Over a Period of Time as determined by the Council

- Terms --> TBD

- Payment Starts year following final hearing (2026)



Improvements Assessment

☐ Appeal

- ☐ No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing.

☐ Deferment

- ☐ The council may, in its discretion, defer the payment of this special assessment for any homestead property owned by a person 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments.



Hwy 10 Utility Project Cost Information

11/12/2025

01/09/2024

☐ Total Project Cost	\$3,325,973.91	(\$3,264,000)
• Grant Portion	\$1,895,000.00	(\$ 0)
• City Portion	\$1,130,404.75	(\$2,499,950)
• Assessed Portion	\$ 300,569.15	(\$ 764,050)

LRIP ANTICIPATED \$ 1,895,000.00		Hwy 10 West Utility Improvements					
		Total	LRIP OFFSET	BALANCE	City	Assessed	
Sanitary Sewer Main City Led	\$	852,601.11	\$ 494,754.26	\$ 357,846.85	\$ 305,601.21	\$ 52,245.64	
Sanitary Sewer Main MnDOT Led	\$	97,463.32	\$ 56,556.80	\$ 40,906.52	\$ 34,934.17	\$ 5,972.35	
Sanitary Sewer Service City Led	\$	53,650.04	\$ 31,132.48	\$ 22,517.56	\$ -	\$ 22,517.56	
Sanitary Sewer Service City Led Wye Only	\$	13,236.70	\$ 7,681.10	\$ 5,555.60	\$ -	\$ 5,555.60	
Sanitary Sewer Service MnDOT Led	\$	57,633.32	\$ 33,443.93	\$ 24,189.39	\$ -	\$ 24,189.39	
Watermain City Led	\$	1,472,911.99	\$ 854,713.27	\$ 618,198.73	\$ 527,941.71	\$ 90,257.01	
Watermain MnDOT Led	\$	562,371.78	\$ 326,337.64	\$ 236,034.14	\$ 201,573.16	\$ 34,460.98	
1" Water Service City Led	\$	56,321.75	\$ 32,682.84	\$ 23,638.91	\$ -	\$ 23,638.91	
1.5" Water Service City Led	\$	21,552.95	\$ 12,506.92	\$ 9,046.03	\$ -	\$ 9,046.03	
2" Water Service City Led	\$	53,992.05	\$ 31,330.94	\$ 22,661.11	\$ -	\$ 22,661.11	
6" Water Service City Led	\$	10,001.75	\$ 5,803.90	\$ 4,197.86	\$ -	\$ 4,197.86	
1" Water Service MnDOT Led	\$	6,941.32	\$ 4,027.97	\$ 2,913.35	\$ -	\$ 2,913.35	
1.5" Water Service MnDOT Led	\$	6,941.32	\$ 4,027.97	\$ 2,913.35	\$ -	\$ 2,913.35	
Easement Acquisition	\$	50,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ -	
Surface Restoration MnDOT Led	\$	10,354.51	\$ -	\$ 10,354.51	\$ 10,354.51	\$ -	
Total	\$	3,325,973.91	\$ 1,895,000.00	\$ 1,430,973.91	\$ 1,130,404.75	\$ 300,569.15	



Potential Property Assessment

☐ City Assessed Item

- ☐ Sanitary Sewer Main Replacement - \$8.60 per foot (\$12.91)
- ☐ Water Main Replacement – \$24.55 per foot (32.37)
- ☐ 1" Water Service – \$2,413.84 per service (\$6,492)
- ☐ 6" Sanitary Sewer Service - \$2,747.47 per service (\$5,381.48)

☐ Example – 100' lot along street and with watermain, sanitary sewer, 1" water service and 6" sanitary service.

- ☐ Total Assessment = \$8,476.31 (\$16,401.48)
 - ☐ 100' sanitary sewer main replacement - \$860 (\$1,291)
 - ☐ 100' watermain replacement – \$2,455 (\$3,237)
 - ☐ 1" water service - \$2,413.84 (\$6,492)
 - ☐ 6" sanitary service - \$2,747.47 (\$5,381.48)



Public Input



CITY OF WADENA
Highway 10 Final Assessment Roll

PARCEL NUMBER	CITY	STATE	ZIP CODE	Side Footage	Utility Footage		Preliminary Assessment		
					Sanitary	Water	Sanitary	Water	Total
R228100330	WADENA	MN	56482	180	0	0	\$ -	\$ -	\$
R220063010	VERNDALE	MN	56481	0	170	170	\$ 4,208.80	\$ 9,839.22	\$ 14,048.02
R220063020	NEW YORK MILLS	MN	56567	0	129	129	\$ 3,856.36	\$ 5,581.13	\$ 9,437.49
R220063030	NEW YORK MILLS	MN	56567	0	150	24	\$ 4,036.87	\$ 589.26	\$ 4,626.14
R220063060	WADENA	MN	56482	205	120	120	\$ 3,778.99	\$ 8,611.59	\$ 12,390.58
R220063070	WADENA	MN	56482	180	274	274	\$ 5,102.78	\$ 9,141.26	\$ 14,244.04
R224701661	OTTERTAIL	MN	56571	300	140	140	\$ 3,950.91	\$ 5,851.21	\$ 9,802.12
R229800010	FORT WORTH	TX	76161	0	0	0	\$ -	\$ -	\$
R228100320	WADENA	MN	56482	267.76	590	590	\$ 10,566.60	\$ 22,565.17	\$ 33,131.77
R223004020	WADENA	MN	56482	0	362.65	362.65	\$ 5,864.82	\$ 8,904.01	\$ 14,768.83
R220064025	WADENA	MN	56482	0	632.73	632.73	\$ 8,186.44	\$ 17,949.02	\$ 26,135.47
R223004030	BRAINERD	MN	56401	0	716	716	\$ 8,902.23	\$ 21,566.14	\$ 30,468.37
R223004070	BRAINERD	MN	56401	0	679.75	679.75	\$ 8,590.63	\$ 19,103.49	\$ 27,694.12
R220062040	MOTLEY	MN	56466	0	321.3	321.3	\$ 8,256.84	\$ 17,540.50	\$ 25,797.34
R228600090	MINNETONKA	MN	55345	0	0	0	\$ -	\$ -	\$
R224701640	WADENA	MN	56482	0	0	325	\$ -	\$ 12,807.29	\$ 12,807.29
R224701660	MOTLEY	MN	56466	0	140	140	\$ 3,950.91	\$ 7,635.22	\$ 11,586.14
R224701670	MOTLEY	MN	56466	0	10	10	\$ 85.96	\$ 245.53	\$ 331.49
R224701665	MOTLEY	MN	56466	0	120	120	\$ 1,031.53	\$ 5,360.16	\$ 6,391.68
R228100300	WADENA	MN	56482	0	0	0	\$ -	\$ -	\$
R228100130	WADENA	MN	56482	0	0	0	\$ -	\$ -	\$
R228100140	WADENA	MN	56482	0	187	0	\$ 2,112.51	\$ -	\$ 2,112.51
R228100160	RICHVILLE	MN	56576	0	187	0	\$ 2,112.51	\$ -	\$ 2,112.51
R228100180	WADENA	MN	56482	0	0	0	\$ -	\$ -	\$
R228100190	WADENA	MN	56482	0	0	0	\$ -	\$ -	\$
R228100210	PERHAM	MN	56573	0	187	0	\$ 2,112.51	\$ -	\$ 2,112.51
R228100200	WADENA	MN	56482	0	0	0	\$ -	\$ -	\$
R228100230	WADENA	MN	56482	0	185.61	0	\$ 2,100.57	\$ -	\$ 2,100.57
R228100220	WADENA	MN	56482	0	185.61	0	\$ 2,100.57	\$ -	\$ 2,100.57
R228100240	WADENA	MN	56482	0	180	0	\$ 2,052.34	\$ -	\$ 2,052.34
R228100250	WADENA	MN	56482	0	185.61	0	\$ 2,100.57	\$ -	\$ 2,100.57
R228100260	WADENA	MN	56482	0	185.61	0	\$ 2,100.57	\$ -	\$ 2,100.57
R228100270	WADENA	MN	56482	0	180	0	\$ 2,052.34	\$ -	\$ 2,052.34
R228100280	LITTLE FALLS	MN	56345	0	157.19	157.19	\$ 1,856.27	\$ 3,859.43	\$ 5,715.69
R220063050	LITTLE FALLS	MN	56345	0	80	80	\$ 3,435.15	\$ 4,378.05	\$ 7,813.20
R228100120	WADENA	MN	56482	0	0	0	\$ -	\$ -	\$
R228100150	WADENA	MN	56482	0	228.59	0	\$ 2,470.02	\$ -	\$ 2,470.02
R228100170	WADENA	MN	56482	0	0	0	\$ -	\$ -	\$
R220063040	WADENA	MN	56482	0	88	88	\$ 3,503.92	\$ 4,574.47	\$ 8,078.39



Jefferson Street (Hwy 71) Utility Improvements City of Wadena

PUBLIC HEARING
November 12, 2025

Presentation

- ☐ Project Scope
- ☐ Improvements
- ☐ City Assessment Policy
- ☐ Improvements Assessment
- ☐ Project Cost Information
- ☐ Proposed Property Assessment
- ☐ Public Input



Jefferson Street Project Scope



Utility Improvements

- ☐ Sanitary Sewer
 - ☐ Replaced & Extended Pipe
 - ☐ Replaced services
- ☐ Watermain
 - ☐ Replaced & Extended Pipe
 - ☐ Replaced Services
- ☐ Street & Storm Sewer- MnDOT
- ☐ Timeframe – Hwy 71 Reconstruction
 - ☐ Utility Replacement - 2025



City Assessment Policy

- ❑ Procedure: Mn Statute 429

- ❑ Improvement Hearing – June 13, 2023

-  ❑ Final Assessment Hearing – November 12, 2025

- ❑ Past City Policy: New construction and service pipes assessed at 100% to benefitting property.

- Reconstruction (street and main pipes) assessed at slightly more than minimum 20% required by statute.

- ❑ Assessment Payment

- In Full

- Over a Period of Time as determined by the Council

- Terms --> TBD

- Payment Starts as soon as 2026



Improvements Assessment

☐ Appeal

- ☐ No appeal to district court may be taken as to the amount of an assessment unless a written objection signed by the affected property owner is filed with the municipal clerk prior to the assessment hearing or presented to the presiding officer at the hearing.

☐ Deferment

- ☐ The council may, in its discretion, defer the payment of this special assessment for any homestead property owned by a person 65 years of age or older, one retired by virtue of a permanent and total disability, or a member of the National Guard or other reserves ordered to active military service for whom it would be a hardship to make the payments.



Project Cost Information

November 12, 2025

June 13, 2023

❑ Total Project Cost	\$1,471,287.72	<i>(\$641,841.00)</i>
• City Portion	\$1,162,413.84	<i>(\$405,940.80)</i>
• Assessed Portion	\$ 308,873.88	<i>(\$235,900.20)</i>

			Hwy 71 Utility Improvements		
			Total	City	Assessed
Sanitary Sewer (Part Property)			\$ 496,613.89	\$ 495,620.67	\$ 993.23
Sanitary Sewer Service (100% Property)			\$ 92,846.77	\$ -	\$ 92,846.77
Watermain (Part Property)			\$ 415,211.61	\$ 414,381.18	\$ 830.42
1" Water Service (100% Property)			\$ 45,375.24	\$ -	\$ 45,375.24
1.5" Water Service (100% Property)			\$ 20,029.86	\$ -	\$ 20,029.86
2" Water Service (100% Property)			\$ 40,625.45	\$ -	\$ 40,625.45
Beyond Utility Scope			\$ 222,165.63	\$ 222,165.63	\$ -
Tunnel			\$ 108,172.91	\$ -	\$ 108,172.91
Street & Storm			\$ 30,246.36	\$ 30,246.36	\$ -
Total			\$ 1,471,287.72	\$ 1,162,413.84	\$ 308,873.88



Potential Property Assessment

☐ City Assessed Item

- ☐ Sanitary Sewer Main Replacement - \$0.69 per foot (\$28.24)
- ☐ Water Main Replacement – \$0.74 per foot (\$26.68)
- ☐ 1" Water Service – \$6,482.18 per service (\$2,547.86)
- ☐ 6" Sanitary Sewer Service - \$5,461.57 per service (\$4,759.41)

☐ Example – 50' lot along street and with watermain, sanitary sewer, 1" water service and 6" sanitary service. Total Assessment = \$12,015.59 (\$10,053.29)

- ☐ 50' sanitary sewer main replacement - \$34.73 (\$1,412.24)
- ☐ 50' watermain replacement – \$37.11 (\$1,333.78)
- ☐ 1" water service - \$6,481.18 (\$2,547.86)
- ☐ 6" sanitary service - \$5,461.57 (\$4,759.41)



Public Input



CITY OF WADENA
Highway 71 Final Assessment Roll

				Utility		Sanitary Sewer		Water				Final Assessment		
Parcel ID	City	State	Zip Code	Sanitary	Water	6" Service	Main	1" Service	1.5" Service	2" Service	Main	Sanitary	Water	Total
R224400130	WADENA	MN	56482	100	100	\$ 10,923.15	\$ 69.47	\$ -	\$ -	\$ 13,541.82	\$ 74.21	\$ 10,992.62	\$ 13,616.03	\$ 24,608.64
R224400150	ST CLOUD	MN	56302	100	100	\$ 5,461.57	\$ 69.47	\$ 6,482.18	\$ -	\$ - \$ 74.21		\$ 5,531.04	\$ 6,556.39	\$ 12,087.43
R224400170	WADENA	MN	56482	100	0	\$ 5,461.57	\$ 69.47	\$ -	\$ -	\$ - \$		\$ 5,531.04	\$ -	\$ 5,531.04
R228790040	WADENA	MN	56482	0	0	\$ -	\$ -	\$ -	\$ -	\$ - \$		\$ -	\$ -	\$ -
R224600180	WADENA	MN	56482	100	100	\$ 5,461.57	\$ 69.47	\$ 6,482.18	\$ -	\$ - \$ 74.21		\$ 5,531.04	\$ 6,556.39	\$ 12,087.43
R224600190	DETROIT LAKES	MN	56501	100	100	\$ 5,461.57	\$ 69.47	\$ -	\$ -	\$ 13,541.82	\$ 74.21	\$ 5,531.04	\$ 13,616.03	\$ 19,147.07
R224600200	WADENA	MN	56482	100	100	\$ 10,923.15	\$ 69.47	\$ -	\$ 10,014.93	\$ - \$ 74.21		\$ 10,992.62	\$ 10,089.14	\$ 21,081.76
R224600280	LEXINGTON	KY	40555	100	100	\$ 5,461.57	\$ 69.47	\$ -	\$ 10,014.93	\$ - \$ 74.21		\$ 5,531.04	\$ 10,089.14	\$ 15,620.18
R224600290	LEXINGTON	KY	40555	50	50	\$ -	\$ 34.73	\$ -	\$ -	\$ - \$ 37.11		\$ 34.73	\$ 37.11	\$ 71.84
R224600300	WADENA	MN	56482	50	50	\$ 5,461.57	\$ 34.73	\$ 6,482.18	\$ -	\$ - \$ 37.11		\$ 5,496.31	\$ 6,519.28	\$ 12,015.59
R224600310	BAXTER	MN	56425	100	100	\$ 5,461.57	\$ 69.47	\$ 6,482.18	\$ -	\$ - \$ 74.21		\$ 5,531.04	\$ 6,556.39	\$ 12,087.43
R224600810	WADENA	MN	56482	60.8	0	\$ 5,461.57	\$ 42.24	\$ -	\$ -	\$ - \$		\$ 5,503.81	\$ -	\$ 5,503.81
R224600800	WADENA	MN	56482	0	0	\$ -	\$ -	\$ -	\$ -	\$ - \$		\$ -	\$ -	\$ -
R224600820	WADENA	MN	56482	150	0	\$ 5,461.57	\$ 104.20	\$ -	\$ -	\$ - \$		\$ 5,565.77	\$ -	\$ 5,565.77
R224600850	MILWAUKEE	WI	53203	50	50	\$ 5,461.57	\$ 34.73	\$ 6,482.18	\$ -	\$ - \$ 37.11		\$ 5,496.31	\$ 6,519.28	\$ 12,015.59
R226300015	WADENA	MN	56482	102	102	\$ 5,461.57	\$ 70.86	\$ 6,482.18	\$ -	\$ - \$ 75.70		\$ 5,532.43	\$ 6,557.87	\$ 12,090.30
R226300060	WADENA	MN	56482	92	92	\$ 5,461.57	\$ 63.91	\$ 6,482.18	\$ -	\$ - \$ 68.27		\$ 5,525.48	\$ 6,550.45	\$ 12,075.94
R220053110	WADENA	MN	56482	75	75	\$ 5,461.57	\$ 52.10	\$ -	\$ -	\$ 13,541.82	\$ 55.66	\$ 5,513.67	\$ 13,597.47	\$ 19,111.15
R220053470	WADENA	MN	56482	0	0	\$ -	\$ -	\$ -	\$ -	\$ - \$		\$ -	\$ -	\$ -
R226300010	WADENA	MN	56482	0	0	\$ -	\$ -	\$ -	\$ -	\$ - \$		\$ -	\$ -	\$ -