

City of Long Prairie
7:00 P.M., Wednesday, November 26th, 2025
City Council Meeting Held in Person & Via-Teleconference

The Long Prairie City Council met in person and by phone at City Hall, 7:00 pm, on Wednesday November 26th, 2025. Mayor Jim Kreemer called the meeting to order with Present Council Members Clint Krueger, Gabrier Perez, Lilah Gripne, and JoAnn Schroeder. Also, present: City Administrator/Clerk Candace Bruder, Chief of Police Ryan Hanson, Public Works Director Chad Bosl, Police Officer Trevor Larson, Fire Chief Dan Laumeyer and City Engineer Kent Louwagie. Members of the public present: Daniella Chavez and Todd Hagen.

Council Member Schroeder motioned to approve the consent calendar as listed below; motion was seconded by Council Member Gripne. Unanimously approved.

- (a) Approve Agenda for November 26th, 2025**
- (b) Approve Meeting Minutes for November 12th, 2025**
- (c) Approve Work Session Meeting Minutes for November 19th, 2025**
- (d) Approve Bills October 21st, 2025-November 21st, 2025**

Council Reports

Public Works: Council Member Krueger informed the council that the last few weeks Public Works has been busy with sweeping streets, maintenance on snow removal equipment, snow removal, and putting up Christmas decorations. This week contractors will be working on tearing down the old wastewater treatment plant by the main lift station. The next few weeks public works will be plowing snow as needed, equipment maintenance at the wastewater treatment plant and the daily rounds at the treatment facilities. No update for the airport at this time.

Planning & Zoning: Mayor Kreemer informed the council that Planning & Zoning had no update at this time.

Police Department and Fire Department: Mayor Kreemer provided an update that over the past two weeks of 11/12/25 through 11/26/25 the LPPD had 201 calls with an average of 14.36 per day. This includes: 6 with suspicious activity, 4 civil related, 68 traffic related, 11 juvenile, 5 medicals, 3 disturbance-domestic-assaults, 89 assists, 3 thefts, and ordinance specific are: 7 animal-related, 2 noise-related and 3 vehicle ordinance-related complaints. The chief notes that the officers will assist with the upcoming Bright Lights Parade this Friday, November 28th, in Long Prairie. Officers Harden and Morazan will be attending a Female Enforcers Training Event on December 1st & 2nd, in Minneapolis, MN. Chief Hanson and Officer Eric Goedert will be attending EVOC Training/Refresher driving course on December 8th at the Precision Driving Center in St. Cloud, MN. The fire department will also be assisting with the Parade and wishes everyone a fun and safe Thanksgiving.

Administration Report: City Administrator Candace Bruder informed the council that no new news on the Business of Child Care has occurred, a meeting with the county has been scheduled concerning this in January. The Small Cities Surveys have been sent off, and it seems we have

received enough applications to hopefully have a chance at the grant funds. The update will not be provided until January if the city qualifies for this grant and for how much money we could potentially receive. The Home Service Program will be launched at the beginning of 2025; they have been given the database of all the addresses for citizens of Long Prairie. The flyers will be mailed to residents by this company soon. On December 10th the Chamber will be coming to the meeting to explain their request for more funds for the EDA and to clarify the current EDA contract. Last week City Administrator Candace Bruder and Jolene from MN Rural Water applied to the State of MN to receive two \$15,000 grants to help pay for expenses related to the water treatment plant, generator and well expenses for a total of \$30,000 in funds. We will hear in January if we receive these funds. We are currently researching new software for the city related to Fund Accounting, Utility Billing, Point of Sale and Payroll. We have a meeting set up with a particular company next week with all the staff to test it out to gauge our interest in it. It will also assist us in payroll and having an online account for employees to enter their time in, it will also help us track invoices to department heads for approval. Safety training for the Public Works Department was held last week related to blood borne pathogens, confined spaces and lock out tag out to stay compliant with OSHA rules and regulations. This will continue to happen on a set schedule. The LCCMR grant for Riverside Drive is being amended with city engineering teams' advice and questions that need to be asked by the DNR and LCCMR regarding changes to the proposal so that we meet all the requirements. Then we will proceed with opening up a specific contract for the next contractor to bid on with the remainder of the work that is yet to be completed and with the amount of grant funds that are available. It was also discussed to add the total bill amount to be approved monthly to the council motion for future reference. It was also noted that the city sold some larger assets through the website: Gov.Bid and the process went very well we will continue to use this service in the future, the assets sold at a very fair price. The 2026 tax statements are out, and the incubator buildings' property taxes doubled and we will have to make sure this building remains financially stable for the future by assessing expenses and revenues.

Liquor Store Park & Recreation: Council Member Schroeder informed the council that per Pam sales are on the upswing. Pam is currently building a Vikings display to enter another contest, if they win, they will have Viking Tickets to give away at the store for the last game of the year at Bank Stadium. If the store wins this will be their 6th win for Riverside Liquor. Employees are doing great; things are running smoothly. The liquor store passed the cannabis license for CBD drinks application and now there is a year if something does happen within the Federal government if they can continue to sell those products. The sales have picked up on THC sales with the news threat of THC being outlawed Federally. All products are up to date on the new specks, so they are fine for now. Inventory counting will start in December and on January 1st either Pam or Ian will meet at the store with the auditors to finalize it. They haven't run into many problems, when they have run across something off, they have been able to find the problem and correct it, usually it is a clerical error or quantities put in the system incorrectly. Council Member Schroeder also informed the council that October 2025 outperformed October 2024 by 15.46% as far as monthly sales.

EDA, Library/Health and Wellness: Council Member Gripne informed the council that she has nothing to report at this time.

Tourism and Community Concern: Council Member Perez informed the council that he is investigated different contractors to see if any would donate any portion of their time or materials to help with the Senior Center. Lightway Construction does carpentry and offered to assist with some of the repairs. Once we receive more estimates, we will be able to review them further.

Engineer Report: City Engineer Kent Louwagie provided an update on the CSAH 56 & CSAH 38 Improvements that they are working with the contractor on processing the final payment. As for the Main Lift Station, the old lift station has been demolished. Demolishing the treatment plant building is tentatively scheduled for December or January. Work on both generators is complete except for installation of the transfer switches for the Water Treatment plant and Well No. 6 Generators. The contractor is waiting for these to be delivered. At Riverside Park we are working on a budget update, to accomplish the remaining work and are seeking approval of the grant administrator to update the grant agreement. Round two of LSL Inventory is completed. Notices were mailed last week to properties with unknown, lead, or galvanized lines.

Current Status: Total water services 1162 - Unknowns on Public side: 669 (was 851 last year) - Unknowns on Private side: 303 (was 528 last year) - Lead: 3 - Galvanized requiring replacement: 41. The Department of Health requires documentation for the type of materials being listed, we have city resources for documentation for most of them, but some are still listed out as unknown due to not knowing what is under the streets specifically. Some people may still be getting notice that they participated and that would be due to the materials still being unknown on the street side. It is anticipated that another round of grant funding will be available next year. There has been some discussion that might include funding for excavation to determine remaining unknowns. In the meanwhile, the city can continue to collect service line data whenever it's convenient, and we can continue to update the inventory. Lastly, we are preparing two separate applications for Local Road Improvement Program (LRIP) funding, one for 1st Street S., and the other for 9th Street NE and resolutions are on the agenda.

New Business

Bolton and Menk presented on the Water System Infrastructure Updates and how we must proceed with this project in 2026. The Water Tower Rehab plan discussion started in 2022 along with the generators, which needed to be completed first in order to take the water tower out of service to perform the work. The Water Utility Fund was set to pay for the water tower in that plan. But since then, all the components and other necessary updates of this project are estimated to cost roughly \$3.5 million the project scope has increased immensely. We have applied for a grant in the amount of \$300,000 to help cover some electrical component costs and have been waiting to hear more, but the government shutdown put things on a pause at this time as far as who has been awarded these funds.

Ehlers Financial presented on a Water Utility Rate Study. This study will set up the City of Long Prairie with a 10-year plan on how to set our rate structure based on usage and maintaining appropriate cash balances and required reserves. This will provide the city with a full understanding of the anticipated financial needs of the water system.

Council Member Gripne motioned to approve Ehlers Financial to perform a Water Utility Rate Study for the City of Long Prairie not to exceed \$19,500; motion seconded by Council Member Krueger. Unanimously Approved.

Todd from Ehlers Financial presented to the council the 2025 Financial Management Plan. They were able to show a broad overview of the proposed levy numbers for 2026 with the assistance of Candace and Callaway. Recommendations were made to have a minimum Fund Balance Policy put into place as well as considering levying directly to the capital revenue funds; fire, police, etc. instead of just levying from the general fund for better transparency across the board. Overall, Todd was impressed with the level of planning being considered for the City of Long Prairie it was noted that the city is on the right path and getting more organized.

Mayor Kreemer motioned to acknowledge the 2025 Financial Management Plan that was presented by Ehlers Financial, and to add a Fund Balance Policy to the next agenda: motion seconded by Council Member Gripne. Unanimously Approved.

Two bids were received for a budgeted sweeper: a 2026 Pelican Street Sweeper, one from MacQueen and Bell Equipment. This has been factored into the financial management plan. Bell Equipment quoted us at \$333,564 and MacQueen quoted us the State Contract Amount of \$323,743. They will also give us \$78,760 towards our current street sweeper as a trade as well as not charging us the \$5,000 tariff price that has currently been imposed.

Council Member Krueger motioned to approve the sale/trade in of our current street sweeper and the purchase of the new MacQueen 2026 Pelican Street Sweeper in the amount of \$244,983 after our trade in value: motion seconded by Council Member Schroeder. Unanimously Approved.

**CITY OF LONG PRAIRIE
COUNTY OF TODD, STATE OF MINNESOTA**

RESOLUTION NO. 25-11-26-40

**RESOLUTION AUTHORIZING THE PURSUIT OF LOCAL ROAD IMPROVEMENT
PROGRAM FUNDING FROM MnDOT FOR THE 1ST STREET SOUTH
IMPROVEMENT PROJECT**

WHEREAS, 1st Street South, 8th Avenue South, and Lake Charlotte Road serve as vital roadways for Long Prairie's commercial and industrial district, with 8th Avenue South and Lake Charlotte Road providing key connections between 1st Street South and US Highway 71, supporting business access and regional connectivity; and

WHEREAS, recent seal-coating has improved surface conditions on 8th Avenue South and the northern portion of 1st Street South; these segments nonetheless require full reconstruction to achieve a 10-ton pavement standard suitable for commercial and heavy vehicle traffic; and

WHEREAS, 1st Street South includes an unpaved gravel segment extending from Lake Charlotte Road to approximately 1,100 feet north of Lake Charlotte Road, which limits reliable access, increases maintenance burden, and is prone to flooding, thereby impacting travel time and connectivity in the commercial district; and

WHEREAS, 1st Street South, 8th Avenue South, and Lake Charlotte Road are routes of regional significance, identified in Long Prairie's economic development plan, and together will form a proposed 10-ton rated road loop that connects the commercial district to the trunk highway system and supports high employment and business activity; and

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to \$1,500,000 to apply towards projects on local roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development; and

WHEREAS, the LRIP requires a city, such as Long Prairie, that is not a State Aid city, to have a County sponsor and the support of the County Board; and

WHEREAS, the City of Long Prairie requests sponsorship from Todd County for the 1st Street South Improvement Project; and

WHEREAS, the proposed year for said project construction is 2027.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LONG PRAIRIE; that

1. The City Council hereby supports the reconstruction of 1st Street South, 8th Avenue South, and Lake Charlotte Road to a 10-ton standard, including paving the gravel portion of 1st Street South; and
2. The City Council hereby supports the City's pursuit of LRIP funding and authorizes staff to prepare and submit such application; and
3. The City Council hereby seeks the support by resolution of Todd County to act as Sponsor for the City of Long Prairie's LRIP funding application and the associated improvement project for the reconstruction of 1st Street South, 8th Avenue South, and Lake Charlotte Road; and
4. The City Council hereby provides assurance that the City of Long Prairie will pay all costs associated with the project that are not eligible for LRIP funding, and that City staff will ensure that all aspects of LRIP funding requirements are met and the project's schedule is adhered to.

ADOPTED BY THE CITY COUNCIL OF LONG PRAIRIE, MINNESOTA, THIS 26TH DAY OF NOVEMBER, 2025.

James Kreemer, Mayor

Candace Bruder, City Administrator

Mayor Kreemer motioned to approve Resolution 25-11-26-40 authorizing LRIP funding from MN Dot for the 1st Street South Improvement Project; motion seconded by Council Member Gripne. Unanimously Approved.

**CITY OF LONG PRAIRIE
COUNTY OF TODD, STATE OF MINNESOTA**

RESOLUTION NO. 25-11-26-41

**RESOLUTION AUTHORIZING THE PURSUIT OF LOCAL ROAD IMPROVEMENT
PROGRAM FUNDING FROM MnDOT FOR THE 9TH STREET NORTHEAST
IMPROVEMENT PROJECT**

WHEREAS, 9th Street NE is an important city corridor that provides direct access to the county fairgrounds, residential neighborhoods, the high school, and commercial and utility properties, while serving as a key connector between Highway 27 and County Road 5; and

WHEREAS, the project area spans 9th Street NE from Highway 27 on the southern end to County Road 5 on the northern end; and

WHEREAS, the roadway is deteriorating, with prior maintenance limited to crack filling and seal coating, and now requires more extensive, long-term rehabilitation; and

WHEREAS, the proposed project will reconstruct the roadway to a 10-ton design standard, include storm sewer improvements, and add ADA-compliant sidewalks and crossings along 9th Street NE; and

WHEREAS, the Local Road Improvement Program (LRIP) administered by the Minnesota Department of Transportation makes available up to \$1,500,000 to apply towards projects on local roads that are regionally significant, result in safety improvements, address transportation deficiencies, and contribute to economic development; and

WHEREAS, the LRIP requires a city, such as Long Prairie, that is not a State Aid city, to have a County sponsor and the support of the County Board; and

WHEREAS, the City of Long Prairie requests sponsorship from Todd County for the 9th Street Northeast Improvement Project; and

WHEREAS, the proposed year for said project construction is 2027.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LONG PRAIRIE; that

5. The City Council hereby supports the reconstruction of 9th Street NE to a 10-ton design standard, extending from Highway 27 to County Road 5, and including associated storm sewer upgrades and ADA improvements; and
6. The City Council hereby supports the City's pursuit of LRIP funding and authorizes staff to prepare and submit such application; and

7. The City Council hereby seeks the support by resolution of Todd County to act as Sponsor for the City of Long Prairie's LRIP funding application and the associated improvement project for the reconstruction of 9th Street Northeast; and
8. The City Council hereby provides assurance that the City of Long Prairie will pay all costs associated with the project that are not eligible for LRIP funding, and that City staff will ensure that all aspects of LRIP funding requirements are met and the project's schedule is adhered to.

ADOPTED BY THE CITY COUNCIL OF LONG PRAIRIE, MINNESOTA, THIS 26TH DAY OF NOVEMBER, 2025.

James Kreemer, Mayor

Candace Bruder, City Administrator

Council Member Krueger motioned to approve Resolution 25-11-26-41 authorizing the LRIP funding from MN Dot for the 9th Street Northeast Improvement Project; motion seconded by Council Member Gripne. Unanimously Approved.

CITY OF LONG PRAIRIE

COUNTY OF TODD, STATE OF MINNESOTA

RESOLUTION NO. 25-11-26-42

**RESOLUTION TO APPROVE AN LG214 PREMISES PERMIT APPLICATION
FOR LIONS CLUB OF LONG PRAIRIE AT EDITA'S BAR AND GRILL LOCATED AT
262 CENTRAL AVE WITHIN THE CITY OF LONG PRAIRIE, MN**

WHEREAS, Lions Club of Long Prairie requests the City of Long Prairie approval for the premises permit application LG214.

NOW, THEREFORE, BE IT RESOLVED by the City of Long Prairie, County of Todd, and State of Minnesota, to grant permission for Lions Club of Long Prairie to conduct charitable gambling at the establishment Edita's Bar and Grill located at 262 Central Ave, Long Prairie, MN 56347.

BE IT FURTHER RESOLVED that charitable gambling will not begin until the Minnesota Gambling Control board has issued a permit to the Lions Club of Long Prairie for Premise Permit Application LG214.

The foregoing resolution was Adopted on November 26th, 2025.

James Kreemer, Mayor

Candace Bruder, City Administrator/Clerk

Mayor Kreemer motioned to approve Resolution 25-11-26-42 an LG214 Premise Permit for the Long Prairie Lions Club at Edita's Bar and Grill located at 262 Central Ave Long Prairie; motion seconded by Council Member Schroeder. Unanimously Approved.

Fire Chief Dan Laumeyer proposed adding two new fire fighters, Mario Andrade and Camden Terwey to the Fire Department. They have already conducted interviews on these gentlemen within the fire department, and they have met the background checks as well. It was noted that now there will be a bi-lingual fireman on the team which will be a great addition. With the two new additions it will bring the fire department to 21 firemen, and it was noted that it can go up to as high as 24 to have a full fire department roster.

Council Member Krueger motioned to hire the following firemen, Mario Andrade and Camden Terwey to the City of Long Prairie Fire Department; motion seconded by Schroeder. Unanimously Approved.

Discussion was held on hiring a 6th officer to replace Trevor Larson who is retiring. The position has been offered to all part-time employees within the city. The city received one applicant for the position. The current applicant Daniel Stueck is on week two with the Long Prairie Police Department and just finished his FTO training in Staples as a part-time officer there.

Council Member Schroeder motioned to hire Daniel Stueck as a Full-Time Police Officer effective December 6th with the Long Prairie Police Department; motion seconded by Council Member Krueger. Roll Call Vote: Perez-Yes Kreemer-No Gripne-No Krueger-Yes and Schroeder-Yes. Motion Passed.

There being no further business, Council Member Gripne motioned to adjourn the meeting, which was seconded by Council Member Krueger; unanimously approved-meeting adjourned at 8:52 PM.

Candace Bruder, City Administrator/Clerk

James Kreemer, Mayor