MINUTES
CITY COUNCIL MEETING

JUNE 8, 2026

Mayor Pro Tem Neil Herzberg called the meeting to order at 6:01 p.m. Council members present were Paul Thielen, Megan Brick, and Donna Allee. Shawn Reinke attended the meeting via Zoom. Others present were Tariq Al-Rifai, City Administrator; Kristin Leither, Social Media Specialist; Chuck DeWolf, Bolton & Menk, Inc; Mike Stern, Fire Chief; John Kulzer, Assistant Fire Chief; and Justin Bogie, Fire Captain.

The Pledge of Allegiance was recited.

Council members gave verbal activity reports.

Al-Rifai mentioned the following:

- Attended the Employee Appreciation event which went well
- Policies & Procedures Board is still working on the nuisance ordinance
- Attended the Working Session with Paynesville Township to discuss updating some of their shared agreements
- Budget & Finance Board discussed potential large purchases for 2027

PUBLIC OPEN FORUM

No one was in attendance to address the Council.

CONSENT AGENDA

Motion to approve the minutes from the following meetings: May 11, 2026 City Council, May 14, 2026 Annual Meeting of City Boards & Special City Council, and April 7, 2026 Budget & Finance Board.

Motion to approve the following vouchers:

5/28/2026	Payroll Direct Deposit		$ 45,943.04
5/28/2026	Payroll Withholdings	111347-111350	$ 5,805.35
5/28/2026	Payroll - Fed		$ 13,085.33
5/28/2026	Payroll - State		$ 2,622.01
5/28/2026	Payroll - TASC		$ 37.11
5/28/2026	Payroll - PERA		$ 11,870.13
5/28/2026	Payroll - Health Equity		$ 2,717.22
5/28/2026	Payroll - Health Partners		$ 9,400.21
5/28/2026	Payroll - AFLAC		$ 208.48
5/28/2026	Payroll - Met Life Dental		$ 249.26
5/28/2026	Paid Leave		$ 583.58
5/28/2026	Lincoln		$ 947.54
6/8/2026	Vouchers	111351-111408	$ 177,263.75

		Total	$ 270,733.01

Motion was made by Thielen to approve the Consent Agenda. Seconded by Brick and carried 4:0 (Thielen, yes; Brick, yes; Reinke, absent; Herzberg, yes; Allee, yes).

FIRE DEPARTMENT – PURCHASE OF 15 RADIOS

Stern reported the Fire Department would like to purchase 15 replacement radios before the cost increases on June 19, 2026. The total cost of the 15 radios is $58,105.35 from Motorola Solutions (state contract). Funds for this would come from the Fire Department's Small Equipment Fund.

Stern stated the County and other law enforcement agencies will require encrypted radios to communicate in the near future. The 15 radios they want to replace can't be encrypted so they will need to replace them with ones that can. They do have 11 other radios that can be encrypted but there is a fee for encrypting the radios. The quote for 15 new radios does include the encryption fee as well. The reason they are requesting to buy them now is because there is a lower promotion price, which ends this month. This should save money in the long-term as the County moves towards encryption.

Motion was made by Thielen to purchase 15 radios in the amount of $58,105.35 from Motorola Solutions (state contract) with funds to come from the Fire Department's Small Equipment Fund. Seconded by Allee and carried 5:0 (Thielen, yes; Brick, yes; Reinke, yes; Herzberg, yes; Allee, yes).

SAFE ROUTES TO SCHOOL – GRANT AWARD LETTER, AWARD CONTRACT TO KUECKLE UNDERGROUND OF KIMBALL, MN SRTS GRANT AGREEMENT & RESOLUTION

DeWolf presented the letter from Bolton & Menk, Inc. indicating the City has received the SRTS grant in the amount of $314,300 with additional grant dollars of $29,996 totaling $344,296.

The City received 6 bids for the project with the low bid from Kuechle Underground of Kimball in the amount of $377,577.

Council reviewed the State of MN SRTS Program Grant Agreement (including Resolution 2026-18) in the amount of $344,296.00.

DeWolf noted the bids came in higher than the grant amount, they were awarded additional grant dollars, but it's still not enough to cover the project as is. They are looking to make minor changes to lower the cost of the project so that the grant primarily covers it. One option is to leave the curb and gutter in place along the school sidewalk as those are still in good condition. They'll run a deduct change request with the first payment request to bring the contract value down to match the grant amount. The goal is to have the grant cover the project costs, but any additional costs will be split by the City and School.

Brick asked if the items they are removing now to lower the cost can be done in the future if need be. DeWolf said they would be able to, the main change is leaving the curb and gutter along the

sidewalk, and the current one should last for quite a few years. He did meet with Ken Osendorf with the school earlier today and they are fine with the proposed changes. Brick asked if they needed to change the suggested motion to reflect the planned project changes. DeWolf said they should award the bid as it is at the $377,577 and they'll submit a change order with the first pay request.

Motion was made by Brick to approve the bid and award the contract to Kuechle Underground of Kimball in the amount of $377,577; contingent on final approval of the SRTS funding; the remaining funds not covered by the grant(s) will be split between the City and School, with the City's share paid from the Street CIP Fund. Seconded by Thielen and carried 5:0 (Thielen, yes; Brick, yes; Reinke, yes; Herzberg, yes; Allee, yes).

Motion was made by Thielen to approve the State of MN SRTS Program Grant Agreement (including Resolution 2026-18) in the amount of $344,296.00. Seconded by Brick and carried 5:0 (Thielen, yes; Brick, yes; Reinke, yes; Herzberg, yes; Allee, yes).

POLICE DEPARTMENT – RENEWAL OF JOINT POWERS AGREEMENT AND COURT SERVICES AGREEMENT WITH THE MINNESOTA BCA

The Paynesville Police Department was notified by the Minnesota BCA that the Joint Powers Agreement and Court Amendment Agreement will be expiring soon. The department needs to renew these agreements in order to access data through the CJDN network.

The Council must also pass Resolution 2026-14 Designating the Authorized Representative for the Police Department and for the Prosecuting Attorney as well as who is authorized to sign the agreement.

Motion was made by Brick to approve Resolution 2026-14 Approving State of Minnesota Joint Powers Agreements With The City Of Paynesville On Behalf Of Its City Attorney And Police Department, naming Chief Paul Wegner as the Authorized Representative for the Police Department and Janelle Kendell as the Authorized Representative for the Prosecuting Attorney, and to approve the renewal of the Joint Powers Agreement between the City of Paynesville on behalf of Paynesville Police Department and the Minnesota BCA, and to approve the Court Data Services Subscriber Amendment to the CJDN Subscriber Agreement between the City of Paynesville on behalf of Paynesville Police Department and the Minnesota BCA. Seconded by Allee and carried 5:0 (Thielen, yes; Brick, yes; Reinke, yes; Herzberg, yes; Allee, yes).

Reinke noted Janelle Kendell is the City's prosecuting attorney, but the City has a different attorney who handles municipal violations who may also need access to this system. He suggested looking into if that attorney needs to be added as an authorized representative. If so, they can make an amendment at the next Council meeting.

LIQUOR STORE – HIRING OF PART-TIME (SUMMER) LIQUOR STORE CLERKS – KULZER & MIGUEL

The City interviewed two applicants for the Part-Time (summer) Liquor Store Clerk positions. Background and reference checks were completed and the interview team recommends hiring Kadyn Kulzer and Karli Miguel at Grade 1, Step 1; $19.12 per hour. Brick confirmed these two would only work during the summer. Al-Rifai noted that one of the new hires is willing stay on after the summer to work during school breaks if needed.

> **Motion was made by Brick to hire Kadyn Kulzer and Karli Miguel at Grade 1, Step 1; $19.12 per hour to fill the Part-Time (summer) Liquor Store Clerk Positions. Seconded by Allee and carried 5:0 (Thielen, yes; Brick, yes; Reinke, yes; Herzberg, yes; Allee, yes).**

SETTING SPECIAL CITY COUNCIL WORKING SESSION WITH PAYNESVILLE TOWNSHIP

At the last Special City Council Working Session with the Township an additional meeting was set for July 22, 2026; however, Barb Schmit, Paynesville Township Supervisor has asked that the meeting be moved to July 29, 2026 at 6:30 p.m. Council discussed and proposed date and time.

> **Motion was made by Brick to set the Special City Council Working Session with the Township for July 29, 2026 at 6:30 p.m. Seconded by Allee and carried 5:0 (Thielen, yes; Brick, yes; Reinke, yes; Herzberg, yes; Allee, yes).**

There being no further business, Mayor Pro Tem Herzberg adjourned the meeting at 6:21 p.m.

_____

Tariq Al-Rifai, City Administrator