City of Medicine Lake

City Council Meeting Agenda September 8, 2026

6:00 PM - Call to Order

Pledge of Allegiance

Approval of agenda for September 8, 2026 meeting

Acknowledgment of Minutes for August 3, 2026 Council Meeting and August 3 Special mtg.

Hennepin County Sheriff Report

Open Forum

- Les Young, city insurance update
- Rentals

Department Reports

- Fire Department: Chief Rich Halvorsen/Asst. Mike Fox
- Bassett Creek Watershed Commissioner: Clint Carlson/Shaun Kennedy/Susan Wiese
- Planning Commissioner: Jesse Swanson
- Public Works: Bill and Ruth
- Treasurers' Report: Gary Englert
    - Preliminary 2027 budget motion to approve
    - Consideration of resolution adopting preliminary tax levy for taxes payable in 2027

Officer Reports

- Councilmember Ruth Hovey
    - Sheriff's contract renewal update
    - NNO recap
- Councilmember Ron Tomczik
- Councilmember Nina Zelazny
    - Winter plowing
    - Crime in city
    - Rental Licenses
    - Elections: canvassing date and election judges
- Councilmember McNaughton
- Mayor Chris Heim

New Business

- Clerk item: Special Assessment letters mailed, public hearing scheduled for October 5th at 6pm as part of regular council meeting, letters in city hall office for in-person public inspection.

City of Medicine Lake

August 3, 2026
City of Medicine Lake
Council Minutes - DRAFT

Present: Mayor Chris Heim, Councilor Bill McNaughton, Nina Zelazny, Ruth Hovey; Treasurer Gary Englert, Clerk Therese Polum, BCWMC Commissioner Clint Carlson, BCWMC TAC Susan Wiese

Council and Staff Absent: Councilor Ron Tomczik, TAC Shaun Kennedy, Planning Commission Jesse Swanson, Ast. Fire Chief Mike Fox, Fire Chief Rich Halvorson

Other attendees: County Board Chair Irene Fernando, Constituent Services and Policy Aide Brandon Schorsch, Derek Chappell, Tom Vierkant

Mayor Heim called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

Minutes and Agenda

- **Motion to approve the agenda forwarded by Councilmember Hovey and seconded by Councilmember McNaughton. Yea – Heim, Hovey, McNaughton. Zelazny. Tomczik - absent. Motion passed.**
- **Motion to approve the July 6, 2026 city council minutes forwarded by councilmember McNaughton and seconded by Councilmember Hovey. Yea – Heim, Hovey, McNaughton, Zelazny. Tomczik - absent. Motion passed.**

Hennepin County Sheriff – absent

- no report

Open Forum

- Derek Chappell City Forester discussed tree removal quotes; Oak tree near 204P and a cotton wood tree at north end of Jevne Park. Discussion continued about which trees to remove.

District 2 Hennepin County Board of Commissioners

- Hennepin County Commissioner Irene Fernando and Constituent Services and Policy Aide Brandon Schorsch. Commissioner gave a welcome and brief overview and introduced new staff Brandon, also discussed a few current topics.

Fire Department Report – Rich Halverson and Mike Fox

- Report sent via email

Bassett Creek Watershed Management Commission Report – Shawn Kennedy/Clint Carlson/Susan Wiese

- Reported on DNR's Conservation Partners Legacy Grant Program: this year there is 11M in grant funding available. Susan Wiese shared information on the grant and gathered a list of potential ideas.

Planning Commission Report – Jesse Swanson

- Absent
- 2050 Comprehensive Plan information was added to city website yesterday

Public Works – Councilor McNaughton and Councilor Hovey

- No report

Treasurer's Report – Gary Englert

- Receipts in reporting period: $173,568
- Receipts year to date: $583,193
- Disbursements in reporting period: $18,893
- Disbursements year to date: $464,306
- Discussed 2027 budget goals and objectives at the 5:00pm special meeting
- Council will approve the 2027 preliminary budget and levy at the September meeting, September meeting is revised to Tuesday September 8, 2026

Motion to approve the summary spending, receipts and cash balances through July 31, 2026 forwarded by Councilmember Hovey and seconded by Councilmember Zelazny. Yea -Heim, Hovey, McNaughton and Zelazny. Tomczik absent. Motion passed.

Officer Reports:

Councilmember Hovey

- Reported on Sheriff report
- Reported on Sheriff contract renewal and the option to revise from a 2-year contract to a 4-year contract
    - Council said yes to revise to a 4-year contract
- Data Practices: Josh Hauble is now officially resigned from this task; his contact is removed from city website. Discussed costs that may be charged for data practice requests. Had conversations with City of Loretto for some ideas on this topic. City Designations updated for this change and including Brad Scheib as our data practices contact (along with Hovey) with a vote of 4 yeas.

Councilmember Tomczik

- Absent

Councilmember Zelazny

- Reported rental licenses in process
- Reported election items are on schedule

Councilmember McNaughton

- Reported on Starry Stonewort treatment opportunity and provided some background on how these funds are distributed by Hennepin County.
- Reported treatment is starting September 10, 2026 and will continue next season.
- Reported treatment is a collaboration between DNR, Three Rivers Park District and City of Plymouth. City of Medicine Lake is an add on to this treatment if we provide funding. The funding

we provide we believe will be directed to treatment of SSW clusters along City waterways as allowed by the amount of funding the city provides. DNR grant is $20,000, City of Plymouth is $30,000, Hennepin County is $15,000, Three Rivers Park District is $14,000, City of Medicine Lake contribution is up for discussion tonight.

- Reported council discussion in the amount council would like to contribute and motioned to contribute $5,000.
- Reported on snow removal documents, proposed RFQ, proposed contract, and proposed forms
- Council discussed specific details on contract options
- Discussion pursued
- Councilor Zelazny will contact our current provider and Tom Vierkant to acquire their bids using the packet that councilor McNaughton developed.

Motion to approved resolution 26-10 a resolution approval of expenditures for Aquatic Invasive Species (AIS) Treatment of Medicine Lake in the amount of $5,000 forwarded by councilmember McNaughton and seconded by councilmember Hovey. Yea – Heim, Hovey, McNaughton, Zelazny. Tomczik - absent. Motion passed.

Mayor Heim

- Reported on abandoned cottage that is in disrepair with potential contamination and will be torn down eventually. Appropriate parties are involved
- NNO items discussed

New Business:

- Reported on assessments for water bills for properties that are delinquent on paying water invoice to the City of Plymouth. This will be a new annual item for city council and staff to complete. Reported an overview of the steps involved. Assessment will be added to the specific property tax and once paid the money will then be sent to City of Plymouth for specific property.

Motion to set date and time for assessment public hearing and direct city clerk to publish and mail notices regarding assessment hearing forwarded by councilmember McNaughton and seconded by councilmember Zelazny. Yea – Heim, Hovey, McNaughton, Zelazny. Tomczik - absent. Motion passed.

Motion to adjourn at 8:15 pm by councilmember Hovey seconded by councilmember McNaughton. Yea – Heim, Hovey, McNaughton, Zelazny. Tomczik - absent. Motion passed.

Respectfully submitted,

Therese Polum
City Clerk

Approved on: _____

City of Medicine Lake

August 3, 2026
City of Medicine Lake
Special Council Minutes - DRAFT

Present: Mayor Chris Heim; Councilors Bill McNaughton, Nina Zelazny, Ruth Hovey; Treasurer Gary Englert, Clerk Therese Polum

Council and Staff Absent: Councilors Ron Tomczik, BCWMC Alt Fire Chief Rich Halvorson, BCWMC Commissioner Clint Carlson, Planning Commission Jesse Swanson, TAC Shaun Kennedy, BCWMC TAC Susan Wiese, Fire Chief Mike Fox, Forester Derek Chappell

Other attendees: None

Mayor Heim called the meeting to order at 5:00 p.m. The Pledge of Allegiance was recited.

Budget and Levy for 2027
Treasurer Englert provided materials at the meeting and discussion pursued regarding the 2027 budget and levy.

Motion to adjourn by councilmember McNaughton and seconded by councilmember Zelazny. Mayor Heim, Councilmembers McNaughton, Tomczik, Zelazny in favor. Motion passed. Hovey absent. Motion passed at 6:00 pm.

Respectfully submitted,

Therese Polum
City Clerk

Approved on: _____

City Council Meeting: 9/8/26

City Insurance Review of Oct. 1, 2026 Renewal

My Position: Volunteer Insurance Consultant. I receive no compensation from any source.

I work with our city insurance agent- North Risk Partners & LMCIT.

Liability Coverage Wavier Form:

- City has to decide every year.
- 85% + of cities choose not to waive the monetary limits per tort liability law.
- If you waive the monetary tort limit the premium will be slightly higher.
- Reason to waive – city wants to have more money available to compensate an individual for injuries caused by the city's negligence.
- Reason to not waive – city wants to minimize the expenditure of taxpayers' funds by taking full advantage of the protective legislation. Protection against future premium increases for poor loss experience.

City buys $2,000,000 of primary liability cover and $1,000,000 excess.

Property insurance deductible is $5,000.

Bond limit is $50,000. Prior to 2017 limit was either $250,000 or $500,000. To get a higher limit city would have to do any annual audit by an app88ropriate auditor.

Premium will be about $13,500.

City Hall/Fire Station & Lift Station last appraised Jan.2023 by HCA Asset Management partnering with LMCIT. I have applied inflationary increases every year.

Les Young

LEAGUE of MINNESOTA CITIES

League of Minnesota Cities Insurance Trust
Liability Coverage Waiver Form

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. Use the submit button below, otherwise, print and email to pstech@lmc.org, or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member's governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than $500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to $1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to $2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member's liability coverage limits, and the LMCIT per occurrence limit is $2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to $2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

Select one of the options below.

◯ The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minn. Stat. § 466.04

◯ The member **WAIVES** monetary limits on municipal tort liability established by Minn. Stat. § 466.04, to the extent of the limits of the liability coverage obtained from LMCIT

LMCIT Member Name: _____

Date of member's governing body meeting: _____

Name and title of person completing this form: _____

Signature of person completing this form: _____

SUBMIT

Council Report

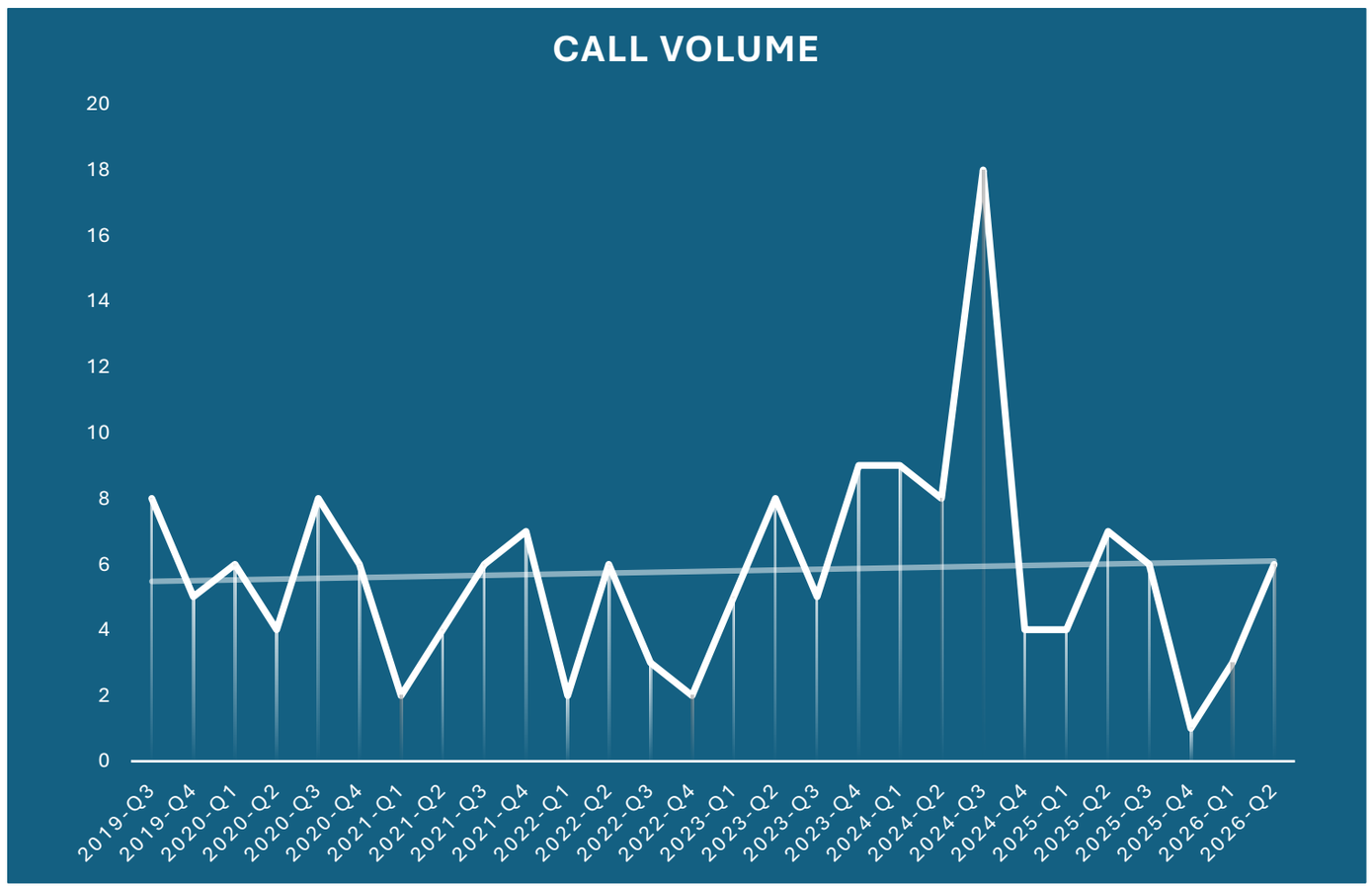
Medicine Lake Fire & Rescue

2026-09-05

Calls

2026 Calls (17)

Date	Event	NERIS Category
2026-01-10	Medical - Fall	RESCUE
2026-02-21	Car Through Ice	SERVICE
2026-02-25	Missing Vehicle on the Lake	RESCUE
2026-05-15	Medical - Illness	RESCUE
2026-05-16	Lake Assist	SERVICE
2026-06-06	Medical - Heart	RESCUE
2026-06-22	Flow Alarm	FALSE_ALARM
2026-06-27	Wire Down	HAZMAT
2026-06-30	Medical - Breathing Difficulty	RESCUE
2026-07-15	House Fire - False Alarm	FALSE_ALARM
2026-07-24	Medical - Pain	RESCUE
2026-07-25	Medical - PI Accident	RESCUE
2026-07-29	Water Incident	RESCUE
2026-07-30	Wire Down	HAZMAT
2026-08-09	Medical - Heart	RESCUE
2026-08-23	Medical - Dizzy/Faint	RESCUE
2026-09-04	Medical - Fall	RESCUE



Events

RECENT EVENTS

- 8/29 – Kid’s Triathlon
- 8/18 & 9/2 – Hose Testing & Recertification
- 8/25 – New recruit, Cato Melander, began FF1 Academy at Hennepin Tech

UPCOMING EVENTS

Projects & Discussion

PROJECTS

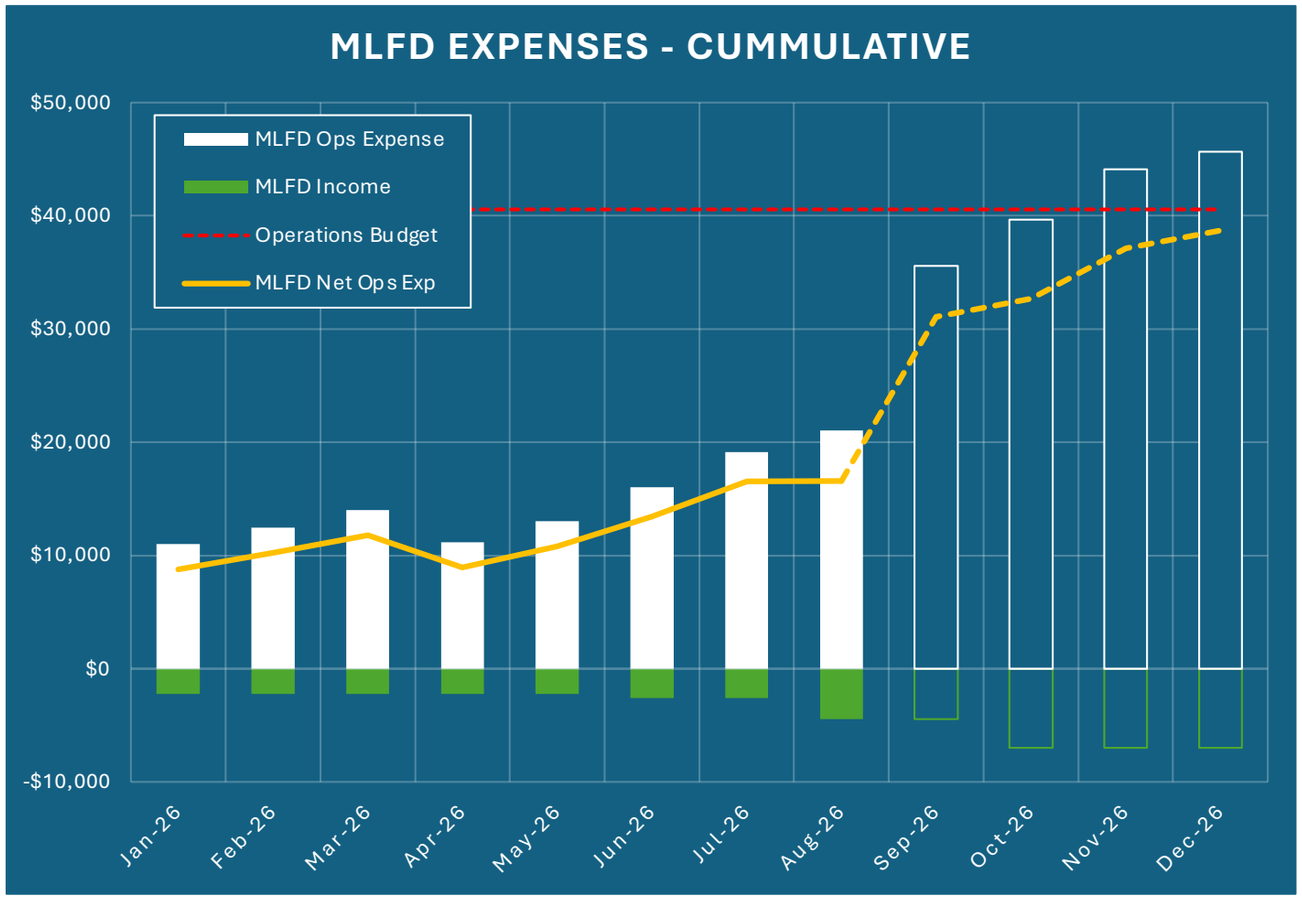
- U11 Kits – build kits specific to different U11 response use cases (e.g., medical calls, lake calls, clearing storm debris, hauling eqpt). This will project will slowly deploy over 2026.
- EV Fire Readiness – EV fires are a big challenge for Fire Departments everywhere and we have a lot of EVs in the city. We are still discussing our best approach here, but it will likely be a combination of an EV blanket, hose attachment to dispense water under a car, and rigging to pull a burning vehicle out of a garage.
- 5” Hose – E12 still have 3” supply line but would be better suited with 5” line. This is an expensive upgrade, so we’re always monitoring auctions for an opportunity to pick up used line.
- Thermal Imaging Camera Upgrades – we’ve only had one camera for years and it’s proved its value. That one needs a repair and it’s time to get two additional cameras so we have three-one for each truck. Thermal Imaging Cameras have many invaluable use cases in emergency response including finding missing persons/victims, finding hidden fire/hot spots (in houses, vehicles, wildland, etc.), focusing post-fire overhaul, reading smoke and fire conditions, finding electrical/machinery faults.

DISCUSSION

- none

Expenses - YTD

NOTE: numbers may not be fully reconciled with Treasurer reports



2026 MLFD OPS EXPENSES (YTD)

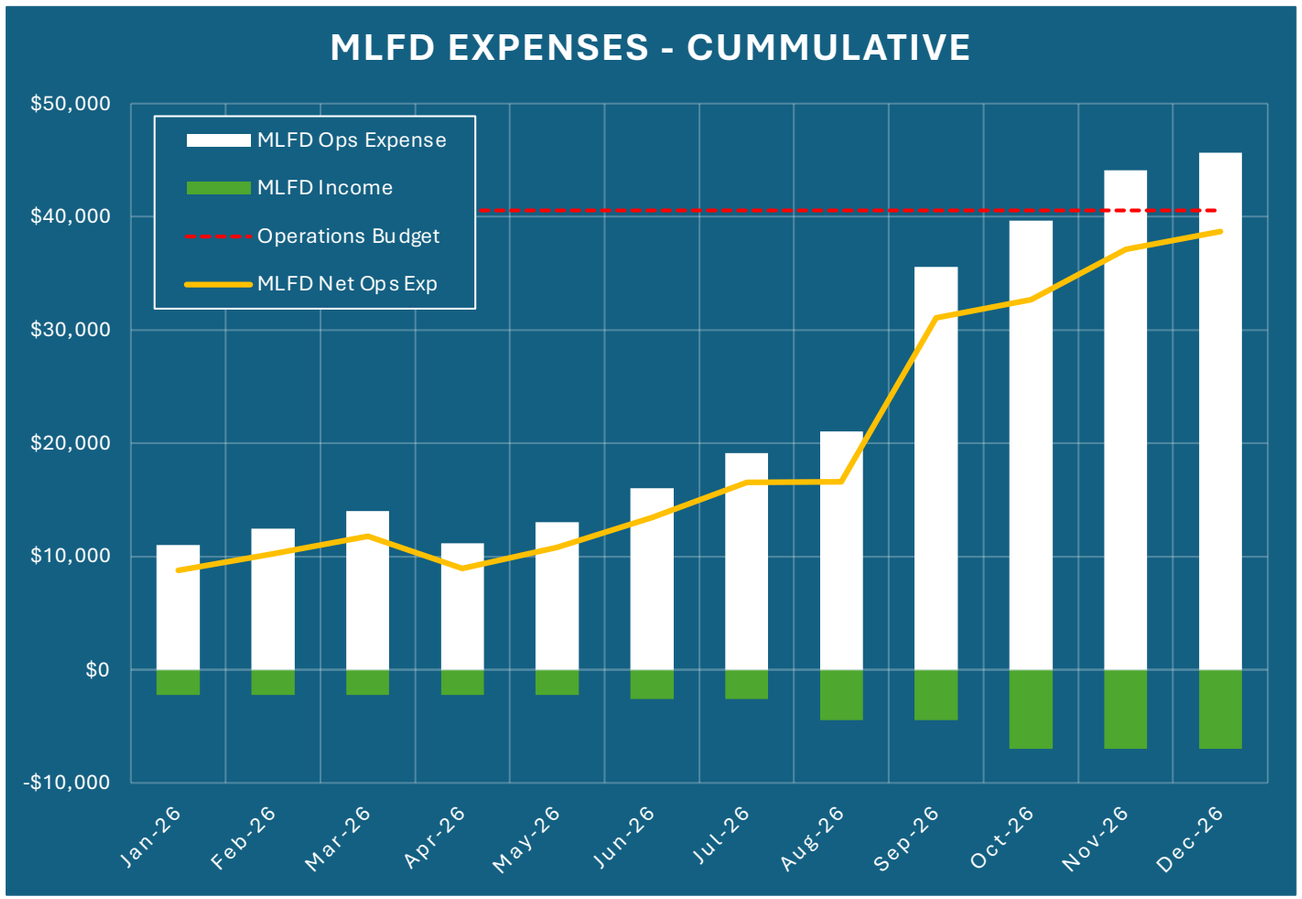
	GROSS	INCOME	NET	BUDGET	DELTA
Operations	**$21,054**	**$4,476**	**$16,578**	**$40,563**	**-$23,985**

2026 MLFD OPS EXP (YTD)

	GROSS	INCOME	NET
Apparatus	$5,490	$0	$5,490
Comms	$4,512	$0	$4,512
PPE	$0	$0	$0
Eqpt	$3,078	$1,496	$1,582
Station	$2,269	$0	$2,269
Training	$3,954	$2,980	$974
Members	$1,751	$0	$1,751
TOTAL	**$21,054**	**$4,476**	**$16,578**

Expenses - Projected

NOTE: numbers may not be fully reconciled with Treasurer reports



2026 MLFD OPS EXPENSES (projected)

	GROSS	INCOME	NET	BUDGET	DELTA
Operations	**$45,680**	**$6,976**	**$38,704**	**$40,563**	**-$1,859**

2026 MLFD OPS EXP (proj)

	GROSS	INCOME	NET
Apparatus	$6,665	$0	$6,665
Comms	$6,645	$0	$6,645
PPE	$1,052	$0	$1,052
Eqpt	$17,003	$1,496	$15,507
Station	$5,019	$0	$5,019
Training	$7,132	$5,480	$1,652
Members	$2,164	$0	$2,164
TOTAL	**$45,680**	**$6,976**	**$38,704**

2026 Finance Highlights

INCOME

- $730 – State reimbursements for training expense
- $1496 – Open House & Pizza Fundraiser proceeds
- $6000 – sale of boat lift

MAJOR PROJECT EXPENSES

- $4500 – Boat Lift (replacement)
- $2900 – B11 Renovation
- $2116 – Personal Med Kits
- $1691 – High-visibility jackets

State of Minnesota
County of Hennepin

HENNEPIN COUNTY
MINNESOTA

Taxing Jurisdiction of **Medicine Lake**

2027 PROPOSED LEVY CERTIFICATION

I, **Therese Polum** Clerk of **Medicine Lake** hereby certify that a resolution establishing the levy upon taxable property in said Taxing Jurisdiction was passed by the governing body at a duly convened meeting held on **September 8 , 2026.**

On motion it was resolved that the following sums of money be raised by tax upon the taxable property in said Taxing Jurisdiction for the following purposes for the current year:

LEVY ITEM	CERTIFIED LEVY*
1. General Revenue	458,682.50
2. Bonded Indebtedness**	249,317.50
A. TOTAL TAX CAPACITY BASED LEVY	**708,000.00**
B. MARKET VALUE BASED REFERENDUM LEVY* **	
TOTAL TAX CAPACITY AND MARKET VALUE BASED LEVIES	**$ 708,000.00**

* *The levy amount by line item should already be reduced by Local Government Aid (LGA) and other resources used to finance your taxing jurisdiction's budget.*

** *Provide a breakdown of the certified levy by individual bond on page 2.*

*** *Per M.S. 275.61, Levies for the payment of debt obligations that are approved by voters after June 30, 2008 must be levied on net tax capacity.*

I further certify that I have compared the foregoing with the original entry of the minutes of the meeting so held on ***September 8*** *, 2026 as the same are recorded in the Book of Records of said Taxing Jurisdiction, and that the same is a correct transcript therefrom.*
Given under my hand on this ***8*** *day of* ***September*** ***, 2026.***

Taxing Jurisdiction Clerk

HENNEPIN COUNTY
MINNESOTA

LEVY CERTIFICATION - DEBT SERVICE SCHEDULE

Taxing Jurisdiction Medicine Lake

BOND DESCRIPTION	CERTIFIED LEVY
7901 General Obligation Series 2021A	48,793.50
7902 General Obligation Series 2024A	200,524.00
DEBT SERVICE TOTAL**	**$ 249,317.50**

*** This must match the totals for debt service reported on page 1.*

*Per **M.S. 475.61** all debt must be accounted for in the resolution. If the amount levied is less than the required amount from the payment schedule for the bond, you must submit a resolution stating that there are sufficient funds for that bond. This can be included in the same resolution with your levy.*

CITY OF MEDICINE LAKE
RESOLUTION NO. 26-_____

A RESOLUTION ADOPTING PRELIMINARY TAX LEVY FOR TAXES PAYABLE IN 2027

WHEREAS, the City Council has given preliminary approval to the proposed budget for calendar year 2027. The proposed budget require monies to be raised from property taxes on taxable property in the City of Medicine Lake.

General Levy	$	458,682.50
Bonded Indebtedness	$	249,317.50
Total Levy	$	708,000.00

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MEDICINE LAKE, COUNTY OF HENNEPIN, MINNESOTA that the amounts listed above be raised by property tax on taxable property in the City of Medicine Lake for taxes payable in 2027 as set out in the proposed 2027 budget.

BE IT FURTHER RESOLVED, that the said preliminary property tax levy be certified to the County Auditor of Hennepin County on or before September 30, 2026.

The forgoing resolution was moved by Councilmember _____ and seconded by Councilmember _____.

The following Councilmembers voted in the affirmative:

The following Councilmembers voted in the negative:

ADOPTED: September 8, 2026

_____
Chris Heim, Mayor

_____
Attest: Therese Polum, City Clerk