

**PRESENT:** Mayor Tim Goenner, **Council Members:** Sabrina Miller, Lance Gilliland  
**Absent:** Council Member Stefany Janish, Chad Nelson  
**Also Present:** Evan Johnson, Public Works Superintendent, Ryan McCan City Clerk, Ron Koren, Fire Chief, and Barry Schultz, Assistant Fire Chief

Mayor Tim Goenner called the Council meeting at 7:00 P.M.

### **AGENDA APPROVAL**

**MOTION:** Motion made by Gilliland, seconded by Miller to approve the agenda as written.  
Motion approved by majority vote of all members present.

### **CONSENT AGENDA ITEMS FOR APPROVAL**

- City Council Meeting Minutes – September 2<sup>nd</sup> and September 9th, 2025
- Accounts payable, receivables and EFTs for September 2025

**MOTION:** Motion made by Miller, seconded by Gilliland to approve September 2nd, 2025, Consent agenda items as listed.  
Motion approved by majority vote of all members present.

### **OPEN FORUM:**

Katie Cantin reported that she will no longer be at city council meetings for the Patriot News since she has accepted a new role at a different company.

### **FIRE DEPARTMENT**

Fire Chief Koren presented the new fire engine at Station #2 for the fire department.

Fire Chief Koren asked for council approval to sell Engine #17 since the new fire department engine has arrived.

**MOTION:** Motion made by Miller, seconded by Gilliland to approve sale of Engine #17.  
Motion approved by majority vote of all members present.

Fire Chief Koren asked council for approval on donation of SCBA equipment. The equipment would go to a training facility that could use the old equipment.

**MOTION:** Motion made by Miller, seconded by Gilliland to donate SCBA equipment.  
Motion approved by majority vote of all members present.

Fire Chief Koren presented to council that Sherburne County Sheriffs Department would like to use our #2 Air Fill Station for Scuba. They have liability insurance and will cover any damage or costs made by their department on the station.

**MOTION:** Motion made by Gilliland, seconded by Miller to allow use of Station #2 Air Fill for Sherburne County Sheriffs use for scuba.

Motion approved by majority vote of all members present.

Fire Chief Koren asked council about the Public Expenditure Policy that was approved on the second budget meeting held on September 9<sup>th</sup>, 2025. Council advised on the policy and copies of the policy have been sent to Fire Department for reference.

**PUBLIC WORKS REPORT:**

Evan Johnson, Public Works Superintendent, presented that the Baseball Field new fencing has been installed as of September 5<sup>th</sup>, 2025.

Public Works Superintendent advised on the installation of the new stop signs in Hunter Lake Bluff and the no parking signs installed on Church Street.

Public Works Superintendent presented that the Little Library was installed in Hunter Lake Bluffs.

Public Works Superintendent advised that the Snowplow went in for the annual DOT Inspection and the repair cost for the plow would be around \$4,000.00.

Public Works Superintendent advised on the outage of the A/C Unit for the city hall. The unit was repaired and it is currently functional. The unit is 19 years old and may need to be replaced in the near future. The condensation coils are rusted and that could cause the system to leak coolant. The rust is evident on the filters with rust stains and particles found on the last filter change.

Public Works Superintendent advised on October 6<sup>th</sup>, 2025, would be the Hydro flush for the City Systems.

**CITY INSURANCE COVERAGE:**

The vehicles and equipment were reviewed on the list provided by our insurance company. Some vehicles were removed, and new ones were added. The list is up to date with current road worthy equipment and vehicles.

**MOTION:** Motion made by Gilliland, seconded by Miller approving list of vehicles for insurance.

Motion approved by majority vote of all members present.

**CITY HEALTH INSURANCE:**

Council was presented with the probationary period for the current Health Insurance Policy, which is 60 days after the 1<sup>st</sup> of the following month. City Staff advised that the period should be reduced by half. (30 days after the 1<sup>st</sup> following month) Due to new potential employees not receiving up to 3 months of Health Insurance coverage.

**MOTION:** Motion made by Miller, seconded by Gilliland approving reduction of probationary period to 30 days after the 1<sup>st</sup> of the following month.  
Motion approved by majority vote of all members present.

Council was presented with the 2026 health insurance coverage for 2026. The current coverage is 100% with an HSA account at \$3200.

**MOTION:** Motion made by Miller, seconded by Gilliland remaining with the same insurance carrier.  
Motion approved by majority vote of all members present.

City staff presented possible options in the future with health insurance waiver, combining with another city to reduce the rates and also percentage of family coverage. Council would look into these options.

**CITY WORKERS COMPENSATION:**

City Staff presented the 2026 workers compensation for the city employees, Fire Department and council.

**MOTION:** Motion made by Gilliland, seconded by Miller continue at 100% coverage with zero deductible.  
Motion approved by majority vote of all members present.

**CLEAR LAKE CLEAR WATER SEWER AUTHORITY INVOICE:**

City staff presented to council the invoice for the years of 2022-2025 for the miscalibrated lift station that pumped water/sewer to the treatment facility. The invoice totaled \$139,918.98 for the remaining payment amount. Council will contact CLCWSA to have sit down to discuss repayment.

**FIRE CONTRACTS FOR THE TOWNSHIPS:**

Council was presented with the Fire Contracts for 2026 for the Clear Lake Township and Palmer Township.

**MOTION:** Motion made by Miller, seconded by Gilliland approving 2026 Fire Contracts.  
Motion approved by majority vote of all members present.

### **RESOLUTION 25-12 – 2026 PRELIMINARY TAX LEVY**

Council was presented with the preliminary tax levy approved of prior in the 2<sup>nd</sup> budget meeting held on September 9<sup>th</sup>, 2025. The levy would remain the same for 2026 as it is for 2025. \$440,000.00. (General Levy \$425,000.00 and Fire Hall Levy \$15,000.00)

**MOTION:** Motion made by Gilliland, seconded by Miller approved of preliminary tax levy 2026.

Motion approved by majority vote of all members present.

### **PORTA POTTIES:**

City staff presented motion to remove the porta potties that is being paid for at the baseball field and Hunter Lake Bluffs.

**MOTION:** Motion made by Gilliland, seconded by Miller removal of porta potties.  
Motion approved by majority vote of all members present.

### **MAYOR REPORT:**

The school reported the trail was cleaned up. This was reported last meeting on September 2<sup>nd</sup> when Public Works cleaned up the trail within City Limits for residents.

The City of Clear Lake received CLCWSA (Clear Lake Clearwater Sewer Authority) documents that were found within a building. The city would retain the information and store the documents to be sorted later.

### **CITY CLERK'S REPORT**

City Clerk reported on 5 topics:

#### **1. Delinquent Water Bills – Tax Certification**

The city has sent out letters to notify the residents in question of the water bill delinquency and that they would need to reach out to the city. Otherwise, the water will be shut off and certified to Sherburne County for taxes.

#### **2. Building Permit Fees Uses and Application**

City Staff presented on how building permit fees can be used for the city. Per the League of Minnesota Cities, Building Permit Fees can only be used for the servicing of building permits. The fees can be applied to City Operating Cost (Things like Office Supplies, Electricity, Employee wages, etc)

#### **3. LGI Homes Plot Lines – Jay Roos**

Jay Roos from LGI Homes was sent out to check on property lines and Clear Lake Residents structures to see if they exceeded past their property lines. They did confirm

that some of the homeowners are over the property lines into the LGI Homes property for Phase 3. Jay Roos is contacting the owners to resolve the issue with the residents' structures.

**4. Easement Accepted and signed**

Easements for the Lift Station #2 for the City of Clear Lake have been accepted and signed. The lift Station Construction will start in October of 2026.

**5. Dumping on City Property**

The public works reported dumping of different debris into the storm water pond area in Hunter Lake Bluffs. The debris in question are branches, leaves, apples, grass clippings etc. The area is not a place for residents to discard their compost or garbage. City Staff asked for council approval to send a block wide letter to address issue and safety concerns.

**MOTION:** Motion made by Gilliland, seconded by Miller send letters to residents addressing storm water pond dumping.

Motion approved by majority vote of all members present.

**ADJOURNMENT**

**MOTION:** Motion made by Gilliland, seconded by Miller to adjourn the Council Meeting. Motion was approved by majority vote of all members present. 8:00 PM

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Ryan McCann, City Clerk