



**Organizational City Council Meeting  
January 21, 2026, at 6:00 pm  
Sturgeon Lake City Hall**

The following council members were present at the hall: Mayor Scott Helfman, Councilmember Todd Booker, Councilmember Nick Dagel, and Councilmember Mark Noyes

The following council members were absent: Councilmember Ken Grey

The following city employees were present at the hall: City Clerk/Treasurer Sandra Osterdyk and Fire Chief Al Cekalla

The following city staff members were absent: none

Members of the public who were present: Mike and Jackie Svacina, and Tom and Judy Koch

**Call to order:** Pursuant to due call and notice thereof, Mayor Helfman called the Organizational City Council Meeting to order at 6:00 pm, followed by the Pledge of Allegiance.

**Fire Department Report**

**Fire Department Report:** Fire Chief Cekalla stated the Fire Department had its officer meeting, and there are no changes. In the past month, they responded to 2 fire calls and 6 first-responder calls. They recently applied for a grant from Pine County for new handheld radios and radios for trucks. There will be a 10 % copay if this is approved, which would be approximately \$3,000-\$5,000. At this time, there is no mouse activity at the Fire Hall.

The energy audit is currently under review, and he hopes to have an answer before the February 10, 2026, meeting.

The review of snow removal quotes from Rasmussen Cleaning has been completed by the Fire Chief and the council. There were questions regarding the different rates for the Fire Department and City Hall. This item was tabled until clarification was received.

**Special Guests and Visitor Comments**

Mike Svacina was present to ask the council for emergency dumping if WLSSD shuts down. Mayor Helfman will reach out to the MPCA to see if this might be possible. More information to follow.

[Councilmember M. Noyes made a motion to contact MPCA to see if this is possible, seconded by Councilmember T. Booker. The motion was carried with all members present voting in favor; Councilmember K. Grey was absent.](#)

Tom and Judy Koch were present to discuss concerns about trespassing on their property and on city property in Cathedral Pines. The council discussed the issues and mentioned that in the spring, they might have an updated survey completed, new signage, trail cams, or even a possible fence installed. Councilmember M. Noyes will attempt to discuss the issue with a fellow Cathedral Pines resident and provide an update at the February 10, 2026, meeting.

Rick Lewis reached out to Councilmember N. Dagel regarding a lot line adjustment for 3056 Farm to Market that would grant an additional 75'. A garage was noted on the initial building permit in August 2024, that it would be added soon. Councilmember N. Dagel will contact Rick Lewis to ensure the setup is still good and that this is completed properly.

**Approval of Minutes**

The minutes for the December 16, 2025, City Council Work Session Meeting were submitted for approval.

The council agreed to table approval of the minutes until the February 10, 2026, meeting.

### **Financial Report**

**Claims Paid:** The Clerk/Treasurer presented the claims paid to the council. Any questions the council had about the Claims Paid were answered satisfactorily by the Clerk/Treasurer.

[Councilmember N. Dugel made a motion to approve the Claims Paid, seconded by Councilmember T. Booker. The motion was carried with all members present voting in favor; Councilmember K. Grey was absent.](#)

**Unpaid Claims:** The Clerk/Treasurer presented the Unpaid Claims to the council. Any questions the council had about the Unpaid Claims were answered satisfactorily by the Clerk/Treasurer.

[Councilmember N. Dugel made a motion to approve the Unpaid Claims, seconded by Councilmember T. Booker. The motion was carried with all members present voting in favor; Councilmember K. Grey was absent.](#)

**Financial Report/Review:** The Clerk/Treasurer presented the Financial Report/Review. Any questions the council had were answered satisfactorily by the Clerk/Treasurer.

[Councilmember N. Dugel made a motion to approve the Financial Report/Review, seconded by Councilmember T. Booker. The motion was carried with all members present voting in favor; Councilmember K. Grey was absent.](#)

### **Reports of Departments**

**Park Committee:** The park has been plowed. The Sturgeon Lake Lions have donated \$1,000 for a handicap swing seat. This will replace one of the current seats.

**Public Works:** No update for the meeting.

**Roads:** Everything looks good. No complaints received. Mike Buetow put down extra salt/sand on the roads. If there is another snowfall, the banks that have been caused by drifting will be pushed back. The tractor is done and ready for pickup. Councilmember M. Noyes will pick it up before the end of the week. Discussion around the trash cans that are in the way of plowing will not be plowed through. A notice will be put up on the website to alert all residents.

**Solid Waste:** Looking into scheduling a spring cleanup day. The council discussed hiring code enforcement. More information to follow.

**Storage Facility:** Three accounts were past due and received lockout letters in December 2025. One past-due account paid its balance in full, while the other two did not. One unit was put up on an online auction site and sold for \$1,520.00. After cutting the locks off, it was discovered that one unit was empty. The City Clerk/Treasurer reached out to this customer, who stated that they never had access to the unit. The City Clerk/Treasurer shared that this was the first they had heard of this; no emails, calls, texts, or letters had been received until they reached out about the unit being locked out. The resident actually paid for the storage unit for two months without using it. Councilmember K. Grey was not present at the meeting but did provide an update with the City Clerk/Treasurer to present to the council for review that allowed the customer two options. First, walk away and not pay the outstanding balance, with the understanding that any further rental options are unavailable, or the second option: pay the full balance to continue renting the storage locker. The council discussed the options and agreed that allowing the customer to walk away without paying is the best approach. The City Clerk/Treasurer will inform the customer.

[Councilmember N. Dugel made a motion to have the City Clerk/Treasurer reach out to the renter to allow them to walk away without paying the outstanding balance, with the understanding that any further rental options are not available, seconded by Councilmember M. Noyes. The motion was carried with all members present voting in favor; Councilmember K. Grey was absent.](#)

**Water/Sewer Operator:** No update for the meeting.

**Zoning:** One new building permit was submitted to construct a pole building on Deer Drive. The new building on Cedar Lane and the addition to the property on Birch Lane look good. A potential issue might surface regarding a trailer in the woods on Birch Lane. The council discussed an RV Ordinance that would include specific guidelines regarding residency status and connection to city water and sewer. More information to follow on this topic.

**City Clerk/Treasurer:** The City Clerk/Treasurer reported that the city received an early closeout for the Department of Treasury, State and Local Fiscal Recovery Funds (SLFRF) for following the award closeout process regarding the ARPA funds. Most federal and state reports have already been completed and filed for 2025, and the rest will be completed before their due dates at the end of the month. All 2025 W-2s, 1099s, and 1096s have been completed. Continue to work on audit items as time allows. At this time, several of the PACE Leadership meetings have been completed along with other state annual review meetings.

**Mayor:** Already discussed.

### New Business

After discussion and review, the city council decided to decline the Horvath Land Buy-Out Offer of \$130,000. The City Clerk/Treasurer will let Horvath know.

[Councilmember N. Dagele made a motion to decline the Horvath Land Buy-Out Offer of \\$130,000, seconded by Councilmember T. Booker. The motion was carried with all members present voting in favor; Councilmember K. Grey was absent.](#)

Reorganization business for 2026: The reorganizational topics were discussed as follows:

### Resolution No. 2026-01 A Resolution to Approve the 2026 Meeting Schedule

#### SCHEDULE OF THE 2026 CITY COUNCIL MEETINGS

All meetings will begin at 6:00 p.m. unless otherwise posted. All meetings are subject to change or cancellation at the discretion of the Mayor and/or Council. The public is welcome to attend the meetings.

January 21 <sup>st</sup>	Organizational Meeting	July 21 <sup>st</sup>	Budget Meeting Only
February 10 <sup>th</sup>	Regular Meeting	August 18 <sup>th</sup>	Finish Budget & Regular Meeting
March 17 <sup>th</sup>	Regular Meeting	September 15 <sup>th</sup>	Special Assessment Hearing & Regular Meeting
April 14 <sup>th</sup>	Regular Meeting		Regular Meeting
May 12 <sup>th</sup>	Regular Meeting	October 20 <sup>st</sup>	Regular Meeting
June 16 <sup>th</sup>	Regular Meeting	November 10 <sup>th</sup>	Election Canvassing Board Meeting
June 23 <sup>rd</sup>	Fire Contract Meeting	November 17 <sup>th</sup>	Regular Meeting
July 14 <sup>th</sup>	Regular Meeting	December 15 <sup>th</sup>	Regular Meeting

The first meeting of 2025 will be set at the yearly December meeting per Ordinance 30

[Councilmember N. Dagele made a motion to approve 2026-01 A Resolution to Approve the 2026 Meeting Schedule, seconded by Councilmember T. Booker. The motion was carried by roll-call vote, with all members present voting in favor; Councilmember K. Grey was absent.](#)

### 2026 Holiday Schedule

2026 Holidays observed by the City of Sturgeon Lake

New Year's Day	Monday, January 1	Indigenous People Day	Monday, October 12
Martin Luther King Jr Day	Monday, January 19	Veteran's Day	Wednesday, November 11
President's Day	Monday, February 16	Thanksgiving Day	Thursday, November 26
Memorial Day	Monday, May 25	Thanksgiving Day After	Friday, November 27
Juneteenth Day	Friday, June 19	Christmas Eve	Thursday, December 24
Independence Day	Monday, July 6	Christmas Day	Friday, December 25
Labor Day	Tuesday, September 1	New Year's Eve	Thursday, December 31

Sturgeon Lake City Offices are closed for all 2026 Federal Holidays. When a holiday falls on a weekend, the holiday will be observed on the next business day.

**Resolution No. 2026-02 A Resolution to Approve 2026 Appointments, Compensation & Service Providers**

2026 Appointments were discussed. The council made the following changes:

- Acting Mayor: Nick Dagele
- Zoning: Nick Dagele
- Road Commissioner: Nick Dagele
- Solid Waste Officer: Mark Noyes
- Storage Facility: Ken Grey
- Parks Committee: Todd Booker
- Water/Wastewater Department: Scott Helfman

Compensation and Service Providers for 2026 were discussed with changes as follows:

- Mileage Reimbursement for 2026 is \$0.73 per mile, per IRS Standard Mileage Rates
- Wages and Salaries for city employees had been set up in the 2025 budget.
- Election Pay was increased to \$15.00 per hour for standard election judges and training and \$20.00 for head judges on the day of the election only.

Councilmember N. Dagele made a motion to approve 2026-02 A Resolution to Approve 2026 Appointments, Compensation & Service Providers, seconded by Councilmember M. Noyes. The motion was carried by roll-call vote, with all members present voting in favor; Councilmember K. Grey was absent.

**Resolution No. 2026-03 A Resolution to Approve 2026 Fees & Charges**



**2026 Fees & Charges**

ADMINISTRATIVE	AMOUNT	NOTES	ORDINANCE
Copies: Black & White 8/5"x11" or 8.5"x14"	\$0.25	per page	
Copies: Black & White 11"x17"	\$1.00	per page	
Copies: Color 8/5"x11" or 8.5"x14"	\$1.00	per page	
Copies: Color 11"x17."	\$3.00	per page	
Data Request Fee	\$0.25	per page	
Election Filing Fee	\$5.00	per election year	
Fax/Email Charge	\$3.50	per article	
Mileage <i><a href="https://www.irs.gov/tax-professionals/standard-mileage-rates">https://www.irs.gov/tax-professionals/standard-mileage-rates</a></i>	\$0.73	per mile	per IRS Standard Mileage Rates
Notary Services	\$1.00	per notarized signature	
NSF Check Charge (Non-Sufficient Funds)	\$30.00	Max allowed by the State	M.S. 604.113 Subd. 2 (a)
Special Assessment Initial Notice	\$10.00	1st Notice sent	
Special Assessment Second Notice	\$10.00	2nd Notice sent	
Special Assessment Year-End Administrative Fee	\$100.00	Final Assessment Charges when sent to the County	
BILLING	AMOUNT	NOTES	ORDINANCE
Blight Clean Up Rate: After 4 Hours	\$150.00	per each additional 30 minutes	
Blight Clean Up Rate: After Excess of 7 Trash Bags	\$5.00	per each Additional Trash Bag	
Monthly MDH Fee	\$0.81		

Monthly Sewer Rate: Commercial	\$60.00		
Monthly Sewer Rate: Residential	\$60.00		
Monthly Water Rate: Commercial	\$64.43		
Monthly Water Rate: Residential	\$60.00		
Monthly Utility Billing Late Fee	10 %	of Current Balance past 30 Days	
<b>CEMETERY</b>	<b>AMOUNT</b>	<b>NOTES</b>	<b>ORDINANCE</b>
Dual Burial Fee	\$250.00		Ordinance No. 8
Gate Fee (Mark Burial Plots, Prep. Site)	\$250.00		Ordinance No. 8
Maintenance fee 1 time fee	\$250.00		Ordinance No. 8
Purchase Burial Plot (1 Grave)	\$525.00	includes County Recording Fees	Ordinance No. 8
Purchase Burial Plot (4 Graves)	\$2,100.00	includes County Recording Fees	Ordinance No. 8
Rate for over 2 hours	\$25.00/hour		Ordinance No. 8
<b>CITY HALL RENTAL</b>	<b>AMOUNT</b>	<b>NOTES</b>	<b>ORDINANCE</b>
City Hall Rental: With Alcohol	\$300.00		
City Hall Rental: Without Alcohol	\$150.00		
<b>FIRE</b>	<b>AMOUNT</b>	<b>NOTES</b>	<b>ORDINANCE</b>
Fire Call: (Fire two hours)	\$500.00		
Fire Call: Additional per-hour rate	\$250.00		
Fire Call Water Usage is over 20,000 gallons at the current water rate per gallon.			
Pool/Hot Tub H2O Fills: Initial	\$150.00		
Pool/Hot Tub H2O Fills: Each Additional Fill	\$75.00		
<b>LAND USE</b>	<b>AMOUNT</b>	<b>NOTES</b>	<b>ORDINANCE</b>
0-100 sq. ft	\$0.00		
10-250 sq. ft	\$175.00		
251-750 sq. ft	\$225.00		
751-1500 sq. ft	\$275.00		
Over 1500 sq. ft	\$325.00		
Patio Deck Only - No Roof	\$50.00		
Patio Deck - With Covered Roof	based on sq ft	See sq ft rates above	
<b>LICENSE</b>	<b>AMOUNT</b>	<b>NOTES</b>	<b>ORDINANCE</b>
Liquor License: ON SALE	\$2,600.00	Valid for 1 year - Jan. 1 - Dec. 31	pursuant to 112.23(B)
Liquor License: OFF SALE	\$100.00 year	Valid for 1 year - Jan. 1 - Dec. 31	pursuant to 112.23(B)
Liquor License: SUNDAY ON SALE	\$100.00 year	Valid for 1 year - Jan. 1 - Dec. 31	pursuant to 112.23(B)
Liquor License: 1 DAY	\$25.00	Valid for 1-4 Days	pursuant to 112.23(B)
Tobacco License	\$25.00/year	Valid for 1 year - Jan. 1 - Dec. 31	pursuant to Ordinance 36
<b>ORDINANCE VIOLATION</b>	<b>AMOUNT</b>	<b>NOTES</b>	<b>ORDINANCE</b>
Misdemeanor	\$700.00		Ordinance 10.99
Ordinance Violation Admin Penalty	\$75.00		Resolution 2021-07 and Ordinance 10.98
Petty Misdemeanor	\$200.00		
<b>SEWER</b>	<b>AMOUNT</b>	<b>NOTES</b>	<b>ORDINANCE</b>

Base Monthly Sewer Service Rate	\$60.00		pursuant to 51.113, 51.114, and 54.01
Private Septic Filing Fee	\$50.00		
Sewer Availability Charge (SAC) - Single Family	\$1,500.00		
Sewer Dumping Rate	\$100.00	per 1,000 gallons (\$ .10 per gallon) Approved businesses only	
Sewer Permit Fee	\$800.00		pursuant to " 51.113 and 51.114
<b>STORAGE LOCKERS</b>			
	<b>AMOUNT</b>	<b>NOTES</b>	<b>ORDINANCE</b>
Small Locker (6x10)	\$25.00		
Large Locker (10x25)	\$75.00		
Lockout Fee	\$30.00	Rent not paid in full within thirty (30) days, the contents of the storage units will be disposed of	MN Statutes 514.970-514.979.
Unlock Fee and Account must be <b>PAID IN FULL &amp; PAID PRIOR</b> to Locker being unlocked	\$30.00		
<b>WATER</b>			
	<b>AMOUNT</b>	<b>NOTES</b>	<b>ORDINANCE</b>
Base Monthly Water Service Rate	\$60.81		pursuant to ' 52.53(A) & 54.01
Base Rate, which shall begin after connection of the service pipe with the curb stop box	\$60.81		pursuant to 52.53(D)
Charge for Reinstatement of Service & Turn-On Charge	\$50.00		pursuant to Shut-off Policy & 54.03(C)
Charge for Replacement of Water Meter due to Neglect, etc.	\$0.00	Cost of Meter	52.35 (3)
Fee which must be <b>PAID PRIOR</b> to Water being turned back on, according to Repairs	\$25.00		pursuant to ' 52.27(D)
Reconnection Fee to be <b>PAID PRIOR</b> to Water being turned back on pursuant to violations	\$50.00		52.33(B)(4)
Water Permit Fee: Commercial	\$800.00		pursuant to ' 52.33(B)(3)
Water Permit Fee: Residential	\$800.00		pursuant to ' 52.33(B)(1)
Water Availability Charge (WAC) - Single Family Note: water availability charge on Commercial is charged Sales Tax* see REC Chart Exhibit B for all other uses)	\$1,500.00		
<b>ZONING</b>			
	<b>AMOUNT</b>	<b>NOTES</b>	<b>ORDINANCE</b>
Conditional Use Permit	\$100.00		pursuant to 151
Minor Sub-division	\$250.00	plus \$25.00 per lot, allowed three per year	
Sub-Division (Preliminary Plat)	\$550.00	plus \$25.00 per lot, allowed three per year	
Variance Permit	\$200.00		pursuant to 151

[Councilmember N. Dagele made a motion to approve 2026-03 A Resolution to Approve 2026 Fees & Charges, seconded by Councilmember M. Noyes. The motion was carried by roll-call vote, with all members present voting in favor; Councilmember K. Grey was absent.](#)

Resolution No. 2026-04 A Resolution to Designate Woodlands Bank, Sturgeon Lake, as the Official Depository for 2026

Councilmember N. Dagelel made a motion to approve 2026-06 A Resolution to Designate Woodlands Bank, Sturgeon Lake, as the Official Depository for 2026, seconded by Councilmember M. Noyes. The motion was carried by roll-call vote, with all members present voting in favor; Councilmember K. Grey was absent.

**Resolution No. 2026-05 A Resolution Accepting all donations and grants for 2026**

Councilmember N. Dagelel made a motion to approve 2026-05 A Resolution Accepting all donations and grants for 2026, seconded by Councilmember T. Booker. The motion was carried by roll-call vote, with all members present voting in favor; Councilmember K. Grey was absent.

**Resolution No. 2026-06 A Resolution to Authorize Membership in the Minnesota Municipal Money Market**

Councilmember N. Dagelel made a motion to approve 2026-06 A Resolution to Authorize Membership in the Minnesota Municipal Money Market, seconded by Councilmember M. Noyes. The motion was carried by roll-call vote, with all members present voting in favor; Councilmember K. Grey was absent.

**Resolution No. 2026-07 A Resolution Setting Pay for Election Judges Pay Rate/Training for the 2026 Primary General Elections**

Councilmember N. Dagelel made a motion to approve 2026-07 A Resolution Setting Pay for Election Judges Pay Rate/Training for the 2026 Primary General Elections, seconded by Councilmember T. Booker. The motion was carried by roll-call vote, with all members present voting in favor; Councilmember K. Grey was absent.

#### **Old Business**

Minor Subdivision meeting to discuss design standards scheduled for the following week. To finalize guidelines prior to the Public Hearing so these standards can be included when the new ordinance is adopted.

#### **Announcements**

The City Council Special Meeting on Subdivisions will be on Wednesday, January 28, 2025, at 6:00 p.m.  
The next Regular City Council Meeting and Public Hearing will be on Tuesday, February 10, 2026, at 6:00 p.m.  
City Hall closure on Monday, February 16, 2026, in observance of Presidents' Day.

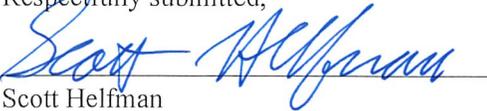
#### **Closed Special Meeting**

Pursuant to Minn. Stat. 13D.05, subd. 3(b), to discuss pending litigation information received from counsel.

#### **Adjournment**

Councilmember N. Dagelel made a motion to adjourn the meeting, seconded by Councilmember M. Noyes. The motion carried, with all members present voting in favor; Councilmember K. Grey was absent. The meeting adjourns at 8:17 p.m.

Respectfully submitted,



Scott Helfman  
Sturgeon Lake Mayor



Sandra Osterdyk  
Sturgeon Lake City Clerk/Treasurer