



## MORRISTOWN CITY COUNCIL MEETING AGENDA

Regular Meeting, 7:00 p.m.

Monday, January 5, 2026

## PUBLIC HEARING – MASTER FEE SCHEDULE – 7:00 PM OR SOON THEREAFTER

1. Call to Order:
2. Pledge of Allegiance:
3. Additions/Corrections:
4. Citizens Comments: *Need to sign up prior to meeting*

<b>PUBLIC HEARING</b>	<b>MASTER FEE SCHEDULE</b>
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5. Consent Agenda:	
A. Police Report	December 2025 – to come in separate email
B. Fire Department Report	December 2025 <a href="#">5B1. Fire Dept Report - December 2025</a>
C. Public Works Report	December 2025 <a href="#">5C1. 12.2025 Public Works Council Report.docx</a>
D. City Council Minutes	Regular Meeting 12/1/2025 <a href="#">5D1. 12.1.25 City Council Meeting Minutes.docx</a> Work Session 11/6/2025 <a href="#">5D2. 11.06.2025 City Council Meeting Minutes - Special Meeting.docx</a> Special Meeting 12/11/2025 <a href="#">5D3. 12.11.25 City Council Meeting Minutes - Special Meeting</a> Special Meeting 12/15/2025 <a href="#">5D4. 12.15.25 City Council Meeting Minutes - Special Meeting</a> Special Meeting 12/22/2025 <a href="#">5D5. 12.22.25 City Council Meeting Minutes - Special Meeting</a>
E. Zoning Board Minutes	Regular Meeting 12/22/2025 <a href="#">5E1. 12.22.25 Zoning Board Meeting Minutes</a>
F. Financial Reports	December 2025 – to come in separate email
G. Claims & Accounts	December 2025 <a href="#">5G1. Claims and Accounts.pdf</a>
H. Resolution 2026-2	Resolution 2026-2 Pay Equity Report Submission <a href="#">5H1. Agenda Memo - Pay Equity.docx</a> <a href="#">5H2. Resolution 2026-2 Pay Equity Report Submission.docx</a> <a href="#">5H3. Pay Equity Submission.pdf</a>
I. Resolution 2026-3	Resolution 2026-3 Designating Official Newspaper <a href="#">5I1. Agenda Memo - Resolution 2026-3, Official Newspaper.docx</a> <a href="#">5I2. Resolution 2026-3 Official Newspaper.docx</a>
J. Resolution 2026-4	Resolution 2026-4 Designating Official Depository <a href="#">5J1. Agenda Memo - Resolution 2026-4, Official Depository.docx</a> <a href="#">5J2. Resolution 2026-4 Official Depository.docx</a>
K. Appointments	2026 City Community Appointments <a href="#">5K1. Agenda Memo - Community Appointments.docx</a> <a href="#">5K2. City Committee Appointments - 2026.docx</a>
L. Archambault	Updated Garbage Hauling Contract <a href="#">5L1. Agenda Memo - Archambault.docx</a> <a href="#">5L2. Archambault Memo to Council.pdf</a> <a href="#">5L3. Archambault Contract.pdf</a>
M. Ordinance 2026-2	Section 32.04 Amendment - Fire Call Rates <a href="#">5M1. Agenda Memo - Ordinance 2026-2.docx</a> <a href="#">5M2. Ordinance 2026-02 Section 32.04 Amendment - Fire Call Rates.docx</a>
N. Resolution 2026-5	Fire Call Rates Amendment Summary Publication <a href="#">5N1. Agenda Memo - Resolution 2026-5.docx</a>

		<a href="#">5N2. Resolution 2026-05 Fire Call Rate Amendment Summary Publication.docx</a>
O.	Temp License	Temp Liquor License for American Legion <a href="#">5O1. Agenda Memo - Temp Liquor License.docx</a> <a href="#">5O2. Temp Liquor License.pdf</a>
P.	Play	Use of the Great Hall, Cannon Valley Players <a href="#">5P1. Agenda Memo - Play.docx</a> <a href="#">5P2. Rental Contract - Cannon Valley Players.docx</a>
<b>6.</b>	<b>UNFINISHED BUSINESS:</b>	
A.	Ordinance Enforcement	Review Ordinances for Enforcement by the Sheriff's Office <a href="#">6A1. Agenda Memo - Ordinance Violations.docx</a> <a href="#">6X2. List of Ordinances for Enforcement.docx</a>
B.	IT Services	Review Updated Quotes
<b>7.</b>	<b>NEW BUSINESS:</b>	
A.	Ordinance 2026-1	Ordinance 2026-1 Adopt 2026 Master Fee Schedule <a href="#">7A1. Agenda Memo - Master Fee Schedule.docx</a> <a href="#">7A2. Ordinance 2026-1 Master Fee Schedule.docx</a> <a href="#">7A3. Exhibit A, 2026 Master Fee Schedule.docx</a>
B.	Resolution 2026-1	Resolution 2026-1 Approving Publication of Ordinance by Title and Summary <a href="#">7B1. Agenda Memo - Resolution 2026-1.docx</a> <a href="#">7B2. Resolution 2026-1 Summary Publication Master Fee Schedule.docx</a>
C.	Deferred Comp	Health Savings Plan and Deferred Compensation <a href="#">7C1. Agenda Memo - Deferred Comp.docx</a>
D.	Bonding Bill	Future Possibilities and Funding <a href="#">7D1. Agenda Memo - Bonding Bill.docx</a>
<b>8.</b>	<b>CORRESPONDENCE &amp; ANNOUNCEMENTS:</b>	
A.	Christmas Party	City staff and City Council will be meeting for a Christmas party on January 7 <sup>th</sup> at 6:00 p.m. at El Molino in Waterville.
B.	Play	The Cannon Valley Players will be performing their annual play from February 27, 2026 through March 1, 2026.
<b>9.</b>	<b>COUNCIL DISCUSSION &amp; CONCERNS:</b>	
<b>10.</b>	<b>ADJOURNMENT:</b>	
<b>11.</b>	<b>NEXT MEETING:</b>	Monday, February 2, 2026 – 7:00 p.m.



# MORRISTOWN FIRE DEPARTMENT

P.O. Box 161  
Morristown, Minnesota 55052



## Call Report

Date	Type	Location
12/4	Medical	Dalton Ave
12/5	Cancelled	248 <sup>th</sup> St.
12/6	Cancelled	85 <sup>th</sup> Ave.
12/6	Medical	Hamel Way
12/9	Medical	Washington St.
12/9	Medical	Ivanhoe Ct.
12/13	Medical	Charlotte St.
12/15	Medical	Washington St.
12/17	Medical	2 <sup>nd</sup> St.
12/17	Medical	2 <sup>nd</sup> St.
12/19	Medical	2 <sup>nd</sup> St.
12/22	Medical	Hwy 60 & Dalton
12/22	Medical	Hamel Way
12/22	Medical	Sidney St.
12/25	Medical	2 <sup>nd</sup> St.
12/28	Medical	Franklin St.
12/29	Medical	210 <sup>th</sup> St.
12/29	Accident	430 <sup>th</sup> Ave.
12/30	Medical	235 <sup>th</sup> St.

## Training

Went through the North Ambulance and Gumby suits

## Department Update

Possibly putting new firefighters on after the 1<sup>st</sup> of the year

## Items for Discussion

None

## Announcements

None





## Sxel#Z runv Council Report

December 2025

### General

- Sow plowing
- Locates as needed
- Changed oil in generators
- Weekly Generator checks.
- Fixed up alley behind archies
- Put sander and wing on
- Put all plows on trucks
- Changed oil in pick ups
- Fixed hydraulic leak on plow truck
- Fixed up mop bucket fill station at community center
- Replaced bulbs on outdoor lights at shop
- Bathroom repair community center, ordered parts to have on hand
- Hauled our own snow if it was small amount of snow under 3"

### Water

- Daily testing
- Drawdown tests
- Endpoint installs/ repairs
- Flush tower
- Located watermain and curb stops
- Working on lead waterlines
- Cleaned water tower building
- Put tags on all the outlets at the water tower for chemical pumps
- Been working on completing fixes to the well as required by the state
- Water shut offs

### Wastewater

- Daily testing
- Cleaned lift pumps
- Decant
- Cleaned grit chamber
- Cleaned flocculator
- Cleaned both clarifiers
- Settleometer tests
- Cleaned grit chamber
- Weekly samples
- Rick will be coming to look at some wiring issues at the plant. **Still waiting**
- Installed new heater on generator. **Rick needs to install outlet in generator for coolant heater**
- Going threw spare parts at the plant
- Stopped feeding chlorine into contact tank for winter

## Streets

- Plowed/ salt sanded
- Manhole checks
- Legion banner maintenance
- Put up Christmas lights and banners/
- 2 snow flakes are not working and working with to get our GIS done for electric with Xcel

## Parks/Compost

- Picked up garbage
- Plowed sidewalks

**MORRISTOWN CITY COUNCIL MEETING MINUTES**

Regular Meeting, 7:00 p.m.

Monday, December 1, 2025

**City of Morristown**

Best Little Town by a "Dam Site"



Members Present: Tim Flaten (Mayor), Leon Gregor, Anna Nusbaum, Val Kruger, Joe Caldwell  
Members Absent: -  
Others Present: Ellen Judd (City Administrator), Cassie Eldeen (City Clerk), Mark Rahrick, Austin Schulz, Kyle Morris, Kyle Green, Sheriff Jesse Thomas, Jill Stagman, Steve Nordmeier, Johnathon Chmelik, Pam Petersen, Charlie Peters, John Schlie, Mark Morris, Arlen Krause

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1. Call to Order:	A regular meeting of the Morristown City Council was called to order on Monday, December 1st, 2025, at 7:00 p.m. in the council chambers at 402 Division Street South by Mayor Tim Flaten.
2. Pledge of Allegiance:	The Pledge of Allegiance was recited.
3. Additions/Corrections:	None
4. Citizens Comments:	

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**PUBLIC HEARING****TRUTH IN TAXATION (TNT HEARING)**

Motion by Caldwell, seconded by Kruger, and carried unanimously to close regular meeting and open the Public Hearing at 7:04.

Terri Byers was wondering why there was such a tax increase this year. Their taxes are \$1,200 more overall. She wanted to know what the tax money is being used for. Flaten and Judd both explained the accounts and how they are broken down.

Arlen Krause stated they nobody will be able to sell their houses if the taxes keep getting so high. Asked what the city is going to do for taxes next year?

Mark Morris explained to the room how everyone's houses/property are based on tax valuation. Every property is different; therefore, their increase amounts are going to be different.

Motion by Gregor, seconded by Nusbaum, and carried unanimously to close the public hearing and open the regular meeting at 7:21.

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5. Consent Agenda:	Motion by Caldwell, seconded by Gregor, and carried unanimously to approve the consent agenda. The consent agenda included the following items and motions:	
	<i>Routine</i>	
H.	Ordinance 2025-6	Motion to approve Ordinance 2025-6 Alcoholic Beverages Amendment.
I.	Resolution 2025-34	Motion to approve Resolution 2025-34 Alcoholic Beverage Amendment Summary Publication.
J.	Ordinance 2025-7	Motion to approve posting Ordinance 2025-7 Section 32.04 and 32.05 Amendment Fire Call Rates for 10 days.
K.	Pay Review	Motion to approve a step increase for full-time and part-time staff with a 3% COLA, as budgeted, effective January 1, 2026, excluding the event set-up position.
L.	Sewer Reimb	Motion to approve \$2,000 reimbursement payment to Adam Hackney to help with right-of-way restoration expenses.
M.	Resolution 2025-32	Motion to approve Resolution 2025-32 Adopting the Final 2025 Property Tax Levy.
N.	Master Fee	Motion to set the Master Fee Schedule Public Hearing for January 5, 2025, at 7:00 p.m. or soon thereafter.
O.	Resolution 2025-33	Motion to approve Resolution 2025-33 Accepting a Donation, Food Warmer.
P.	Annual Pay	Motion to approve the annual pay amounts as presented for City Council and Zoning Board, with the approval to pay each Zoning Board Member who attends the December meeting \$25.

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6. **UNFINISHED BUSINESS:**

A. IT Pantheon, Tech Support of Mn, and Bevcomm spoke about their IT services they offer.

B. Sheriff Contract Ongoing discussion with Sheriff Thomas, Council Members, and residents.  
Pam Petersen – Still of the mindset that we aren't getting value for our money. There are concerns when the new students come to the school. They would be focused on the school and not on the town. Where is the value. Why won't we get any ordinance enforcement?  
Jesse Thomas – have we ever not shown up when there is an emergency? Have you thought of an ordinance to pass to keep them out of here (School). Thinks they are getting missed messages.  
Council Members and Mayor - all shared frustrations with having to pay more if we want ordinance enforcement, as they all feel that it falls within the 40 hours of work time. Unsure what the confusion is, there was an in-person meeting. There is a big misunderstanding here. If we are going to have a cop here, let's let them do their job.  
Commissioner Charlie Peters – Clarified on some of the issues from last meeting.  
John Chmelik – In the past they used to interact with the students and more residents. Would like to see that again.

C. Solar Panels Discussion regarding interim Use Permit for Solar Panels at PID 1323300001. Meeting will be set up with Solar Panel Representative, two Council members, Attorney Rahrick, and Judd.

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7. **NEW BUSINESS:**

A. Fireman's Dance Motion by Flaten, seconded by Kruger, and carried unanimously to approve a one-day Liquor License to the Fire Relief for their Fireman's Dance May 9th, 2026

B. WEM Meeting Discussion on calling a meeting with the WEM schoolboard. Judd to contact to see if they would be willing to meet before or after their next school board meeting on December 15, 2025.

C. Event Set-up Motion by Gregor, seconded by Nusbaum to hire Loryn Caldwell for the Event Set-up position at \$21.55 per hour. Motion passed with Caldwell abstaining for conflict of interest.

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8. **CORRESPONDENCE & ANNOUNCEMENTS:**

9. **COUNCIL DISCUSSION & CONCERNS:**

10. **ADJOURNMENT:** Motion by Caldwell, seconded by Nusbaum, and carried unanimously to adjourn at 9:39 p.m.

11. **NEXT MEETING:** Monday, January 5, 2025 – 7:00 p.m.

Approved:

Attested:

\_\_\_\_\_  
Mayor, Tim Flaten

\_\_\_\_\_  
City Clerk, Cassie Eldeen

## MORRISTOWN CITY COUNCIL MEETING MINUTES

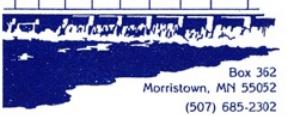
Work Session

Thursday, November 6, 2025

**City of Morristown**

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Members Present: Tim Flaten (Mayor), Leon Gregor, Joe Caldwell

Others Present:

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1. A work session of the Morristown City Council was held Thursday, November 6, 2025 at 7:00 p.m. at The Rice County Government Services Building at 320 3<sup>rd</sup> St NW, Faribault, MN 55021.

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2. **BUSINESS:**

A Solar Panels The Council attended the Rice County Planning and Zoning Meeting to express concerns over the interim use permit for solar panels at PID 1323300001. Joe Caldwell spoke in opposition of the project. He cited 503.05-E-2 of the Rice County ordinances as the criteria for denial. Tim Flaten also spoke in opposition, and explained how valuable the land is to the City for commercial development. Leon Gregor explained that putting solar panels on this particular piece of land will stranglehold the City.

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5. **NEXT MEETING:** Regular Meeting: Monday December 1, 2025 – 7:00 p.m.

Approved:

\_\_\_\_\_  
Mayor, Tim Flaten

Attested:

\_\_\_\_\_  
City Clerk, Cassie Eldeen

## MORRISTOWN CITY COUNCIL MEETING MINUTES

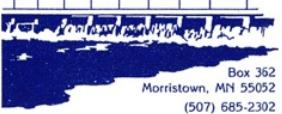
Work session

Thursday, December 11<sup>th</sup>, 2025

**City of Morristown**

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Members Present: Tim Flaten (Mayor), Leon Gregor, Joe Caldwell, Val Kruger, Anna Nusbaum

Others Present: Ellen Judd (City Administrator), Cassie Eldeen (City Clerk), Mark Rahrick (City Attorney), Danny Morris, Andrew Wagner, Daryl Eickhoff

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1. **Call to Order:** A work session with the Morristown City Council was called to order on Thursday, December 11<sup>th</sup>, 2025, at 7:00 p.m. in the Community Hall at 402 Division Street South

2. **NEW BUSINESS:**

A Solar Panels City Attorney started the meeting by sharing updates that have happened since the Solar Farm IUP had been denied by planning, but not approved or denied yet by the County Commissioners. Property owners and attorney have approached the City of Morristown with a proposal to annex their property into city limits, which would allow for expansion. In turn, the city supports their desire to move forward with the solar farm. Discussion with township representatives on how to proceed with making the best possible solution for all parties. Counter proposals were discussed to be given. Motion was made by Gregor, seconded by Caldwell, and unanimously approved to give Mayor Flaten permission to sign the agreement if it meet the specific parameters.

4. **ADJOURNMENT:** Motion by Nusbaum, seconded by Caldwell, and approved unanimously to adjourn the work session at 9:27.

5. **NEXT MEETING:** Regular Meeting: Monday, January 5, 2026 – 7:00 p.m.

Approved:

Attested:

\_\_\_\_\_  
Mayor, Tim Flaten

\_\_\_\_\_  
City Clerk, Cassie Eldeen

**MORRISTOWN CITY COUNCIL MEETING MINUTES**

Work session

Monday, December 15<sup>th</sup>, 2025

Members Present: Tim Flaten (Mayor), Leon Gregor, Joe Caldwell, Val Kruger

Members Absent: Anna Nusbaum

Others Present: Cassie Eldeen (City Clerk), Gary Michael, June Rezac, Jon Bakken, Jay Schneider, Jeff Stangler, Troy Tolzman, Brenda Huess

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1. **Call to Order:** A work session with the Morristown City Council was called to order on Monday, December 15<sup>th</sup>, 2025, at 6:00 p.m. in the WEM High School Auditorium, 500 E. Paquin St. Waterville.

2. **NEW BUSINESS:**

A Morristown Building Discussion regarding the closure of the Morristown school building with the WEM School Board Members. Mayor Flaten asked if the school district is considering any other offers for the purchase of the building or if it will be up for sale to other entities. Board Chair Michael stated that it could be if the board approves, but there are advantages to having another school in there and that District 288 isn't a done deal. District 288 has put a pause on further discussion until the middle of January. A question was asked about how locker room/extracurricular activities would work if District 288 is in there. There have been discussions between the two districts about an agreement to use the locker rooms, gym, other common areas that wouldn't be secured. Their school day ends at 2:40, so their students would be gone for the day by the time the WEM students would arrive. Part of that discussion, District 288 stated they will keep the building able to be used by community members on the weekends. Discussion on school liaison officer, policing, etc. City Council requested to just be kept in the loop with what is going on and they appreciated the open dialogue. Board members said that they aren't opposed to something else coming into the school building. They have just pursued District 288 because they approached the school board. They saw the benefits of WEM students only having to be bussed to Morristown instead of the south metro.

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4. **ADJOURNMENT:** Work Session ended at 6:32.

5. **NEXT MEETING:** Regular Meeting: Monday, January 5, 2026 – 7:00 p.m.

Approved:

Attested:

\_\_\_\_\_  
Mayor, Tim Flaten\_\_\_\_\_  
City Clerk, Cassie Eldeen



## MORRISTOWN CITY COUNCIL MEETING AGENDA

Special Meeting, 7:00 p.m.

Monday, December 22, 2025

Members Present: Tim Flaten (Mayor), Leon Gregor, Joe Caldwell, Val Kruger, Anna Nusbaum

Others Present: Ellen Judd (City Administrator)

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1. Call to Order: A special meeting with the Morristown City Council was called to order on Monday December 22<sup>nd</sup>, 2025, at 7:00 p.m. at City Hall at 402 Division St. S by Mayor Tim Flaten.

2. **BUSINESS:**

A. Resolution 2025-35 Motion by Nusbaum, seconded by Kruger, and carried unanimously to approve Resolution 2025-35 A Resolution Amending Resolution 2025-32. This new Resolution amends the Resolution 'Adopting the Final 2025 Property Tax Levy, Collectible In 2026 And the Final Budget For 2026', which was adopted on December 1st, 2025. The General Fund amount was \$140 too high due to rounding errors in the spreadsheet used to calculate the tax levy.

3. Adjournment: Motion by Flaten, seconded by Nusbaum, and approved unanimously to adjourn at 7:01 p.m.

Approved:

Attested:

\_\_\_\_\_  
Mayor, Tim Flaten

\_\_\_\_\_  
City Clerk, Cassie Eldeen

**MORRISTOWN ZONING BOARD MEETING MINUTES**

Regular Meeting, 7:00 p.m.

Monday, December 22<sup>nd</sup>, 2025

Members Present: Jim Lonergan (Chair), Pamela Petersen, John Krenik, John Schlie, John Chmelik, Tony Lindahl (Zoning Administrator)

Others Present: Cassie Eldeen (City Clerk)

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1. Call to Order: The Morristown Zoning Board Meeting was called to order at 7:00pm by the Zoning Board Chair, Jim Lonergan, on December 22, 2025, in the Council Chambers at City Hall at 402 Division St S.

2. Additions/Corrections: Motion by Petersen, seconded by Schlie, and carried unanimously to approve the agenda as presented.

3. Approval of Minutes:  
Zoning Board Minutes Motion by Chmelik, seconded by Krenik, and carried unanimously to approve the minutes as written from the regular meeting on 11/20/2025.

4. Requests to be Heard:

5. Council Action at Last Meeting:  
None

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6. **UNFINISHED BUSINESS:**  
A Produce Stand Motion by Chmelik, seconded by Petersen, and approved unanimously to move forward with ordinance change process.

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7. **NEW BUSINESS:**  
A Lot Split Motion by Petersen, seconded by Schlie, and carried unanimously to call for a Public Hearing at the January 15<sup>th</sup>, 2026, meeting regarding splitting the Methodist Church and the Parsonage into two separate lots.

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8. Zoning Administrator's Report:  
A Open and closed permits were reviewed.

9. Board Discussion & Concerns:  
A Utility Shed Discussion on shed that is for sale instead of going through with the Conditional Use Permit process. Motion by Chmelik, seconded by Schlie, and carried unanimously to turn the issue over to City Council. Recommending giving owner 60 days to sell or remove the shed, or there will be a \$700 fine (double the amount of CUP and permit).

10. Adjournment: Motion by Krenik, seconded by Chmelik and carried unanimously to adjourn the meeting at 5:18 p.m.

11. Next Meeting:  
Thursday, January 15<sup>th</sup>, 2025 – 7:00 p.m.

Approved:

Attested:

Mayor, Tim Flaten

\_\_\_\_\_  
City Clerk, Cassie Eldeen

**CITY OF MORRISTOWN**  
**Transaction Activity**

12/31/25 10:57 AM

Page 1

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
G General Ledger				
EFTPS - DIRECT	G 100-21701 Federal Withholding	\$1,090.73	12.11.25 Payroll Federal Withholding	12/11/25
EFTPS - DIRECT	G 100-21703 FICA Tax Withholding	\$1,535.40	12.11.25 Payroll Federal Withholding	12/11/25
EFTPS - DIRECT	G 100-21709 Medicare	\$359.10	12.11.25 Payroll Federal Withholding	12/11/25
MN DEPARTMENT OF REVENUE	G 100-21702 State Withholding	\$526.75	12.11.25 Payroll State Withholding	12/11/25
PERA	G 100-21704 PERA	\$1,720.46	12.11.25 Payroll PERA	12/11/25
EFTPS - DIRECT	G 100-21709 Medicare	\$5.36	12.11.25 Payroll Federal Withholding	12/15/25
EFTPS - DIRECT	G 100-21703 FICA Tax Withholding	\$22.94	12.11.25 Payroll Federal Withholding	12/15/25
EFTPS - DIRECT	G 100-21703 FICA Tax Withholding	\$985.80	12.8.25 Payroll Federal Withholding	12/15/25
EFTPS - DIRECT	G 100-21709 Medicare	\$230.58	12.8.25 Payroll Federal Withholding	12/15/25
MN DEPARTMENT OF REVENUE	G 100-21702 State Withholding	\$0.54	12.11.25 Payroll State Withholding	12/15/25
EFTPS - DIRECT	G 100-21709 Medicare	\$334.36	12.25.25 Payroll Federal Withholding	12/22/25
EFTPS - DIRECT	G 100-21701 Federal Withholding	\$1,028.87	12.25.25 Payroll Federal Withholding	12/22/25
EFTPS - DIRECT	G 100-21703 FICA Tax Withholding	\$1,429.72	12.25.25 Payroll Federal Withholding	12/22/25
PERA	G 100-21704 PERA	\$1,602.64	12.25.25 Payroll PERA	12/22/25
MN DEPARTMENT OF REVENUE	G 100-21702 State Withholding	\$499.39	12.25.25 Payroll State Withholding	12/23/25
MN DEPARTMENT OF REVENUE	G 100-21702 State Withholding	-\$499.39	Cancel Ck in Check Writer	12/23/25
MN DEPARTMENT OF REVENUE	G 100-21702 State Withholding	\$499.39	12.25.25 Payroll State Withholding	12/23/25
G General Ledger		\$11,372.64		
-E Expenditure				
Adam Hackney	E 100-43101-409 Street Maintenance & Repair	\$2,000.00	Right of Way Restoration Reimbursement for Sewer Re	12/09/25
AMAZON BUSINESS	E 601-49440-215 Operating & Maintenance Supp	\$168.19	Block Heater, Air Fresheners, Envelopes, pens	12/09/25
AMAZON BUSINESS	E 704-42210-215 Operating & Maintenance Supp	\$1,039.74	Printer, Toner Cartridges	12/09/25
AMAZON BUSINESS	E 100-41948-200 Office Supplies	\$19.99	Batteries for Recorder	12/09/25
AMAZON BUSINESS	E 100-41948-211 Cleaning Supplies	\$20.49	Kleenex for City Hall	12/09/25
AMAZON BUSINESS	E 100-41946-240 Small Tools and Equipment	\$292.45	Dolly for 5' Tables, Locks for Bar Cupboards	12/09/25
AMAZON BUSINESS	E 100-43101-215 Operating & Maintenance Supp	\$43.98	Christmas Lights	12/09/25
AMAZON BUSINESS	E 602-49490-215 Operating & Maintenance Supp	\$19.79	Charger	12/09/25
AMERICAN SIGNAL CORPORATION	E 100-42502-300 Professional Services	\$4,581.07	New Siren Head Install (insurance paid)	12/09/25
ARCHAMBAULT BROTHERS INC	E 603-49520-384 Refuse Disposal	\$5,948.32	November 2025 Trash Removal	12/09/25
BADGER METER	E 601-49440-302 WST Metering & Billing	\$184.60	November 2025 Cellular Service to Endpoints	12/09/25
BADGER METER	E 602-49490-302 WST Metering & Billing	\$184.61	November 2025 Cellular Service to Endpoints	12/09/25
BANYON DATA SYSTEMS	E 100-41948-300 Professional Services	\$129.75	2026 Payroll Yearly Support	12/09/25
BANYON DATA SYSTEMS	E 204-42210-300 Professional Services	\$86.50	2026 Payroll Yearly Support	12/09/25
BANYON DATA SYSTEMS	E 601-49440-300 Professional Services	\$173.00	2026 Payroll Yearly Support	12/09/25
BANYON DATA SYSTEMS	E 100-41941-300 Professional Services	\$216.25	2026 Payroll Yearly Support	12/09/25

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
BANYON DATA SYSTEMS	E 100-41910-300 Professional Services	\$43.25	2026 Payroll Yearly Support	12/09/25
BANYON DATA SYSTEMS	E 602-49490-101 Wages and Salaries	\$173.00	2026 Payroll Yearly Support	12/09/25
BANYON DATA SYSTEMS	E 100-41941-300 Professional Services	\$43.25	Banyon Yearly Support Charge	12/09/25
BANYON DATA SYSTEMS	E 601-49440-300 Professional Services	\$259.50	Banyon Yearly Support Charge	12/09/25
BANYON DATA SYSTEMS	E 602-49490-300 Professional Services	\$259.50	Banyon Yearly Support Charge	12/09/25
BANYON DATA SYSTEMS	E 603-49520-300 Professional Services	\$259.50	Banyon Yearly Support Charge	12/09/25
BANYON DATA SYSTEMS	E 100-41946-300 Professional Services	\$43.25	2026 Payroll Yearly Support	12/09/25
BANYON DATA SYSTEMS	E 100-41910-300 Professional Services	\$43.25	Banyon Yearly Support Charge	12/09/25
BANYON DATA SYSTEMS	E 100-41910-300 Professional Services	\$43.25	2026 FA Yearly Support	12/09/25
BANYON DATA SYSTEMS	E 601-49440-300 Professional Services	\$259.50	2026 FA Yearly Support	12/09/25
BANYON DATA SYSTEMS	E 602-49490-300 Professional Services	\$259.50	2026 FA Yearly Support	12/09/25
BANYON DATA SYSTEMS	E 204-42210-300 Professional Services	\$43.25	2026 FA Yearly Support	12/09/25
BANYON DATA SYSTEMS	E 603-49520-300 Professional Services	\$259.50	2026 FA Yearly Support	12/09/25
BHE COMMUNITY SOLAR LLC	E 100-41948-380 Utility Services	\$364.08	October 2025 Electricity at 404 Division St S	12/09/25
BHE COMMUNITY SOLAR LLC	E 100-41946-380 Utility Services	\$364.09	October 2025 Electricity at 404 Division St S	12/09/25
BHE COMMUNITY SOLAR LLC	E 100-41941-380 Utility Services	\$175.23	October 2025 Electricity at 109 2nd St SW	12/09/25
BHE COMMUNITY SOLAR LLC	E 601-49440-380 Utility Services	\$505.21	October 2025 Electricity at 504 3rd St SE	12/09/25
BHE COMMUNITY SOLAR LLC	E 204-42210-380 Utility Services	\$175.23	October 2025 Electricity at 506 Division St S	12/09/25
CENTERPOINT ENERGY	E 204-42210-380 Utility Services	\$685.29	10.31.25-12.3.25 Gas Utilities at Fire Hall. Acct#10583	12/09/25
CLEARWAY COMMUNITY SOLAR LLC	E 602-49490-380 Utility Services	\$1,408.84	October 2025 Electricity for 75 Verdev Dr: WWTP	12/09/25
CLEARWAY COMMUNITY SOLAR LLC	E 601-49440-380 Utility Services	\$64.67	October 2025 Electricity for 201 Division St: Well #1	12/09/25
COMMUNITY CO-OP OIL ASSN	E 100-41941-212 Motor Fuels	\$70.19	Fuel for November 2025: Acct# 319870	12/09/25
COMMUNITY CO-OP OIL ASSN	E 602-49490-212 Motor Fuels	\$210.57	Fuel for November 2025: Acct# 319870	12/09/25
COMMUNITY CO-OP OIL ASSN	E 100-45202-212 Motor Fuels	\$70.19	Fuel for November 2025: Acct# 319870	12/09/25
COMMUNITY CO-OP OIL ASSN	E 204-42210-212 Motor Fuels	\$268.48	Fuel for November 2025: Acct# 620143	12/09/25
COMMUNITY CO-OP OIL ASSN	E 601-49440-212 Motor Fuels	\$140.38	Fuel for November 2025: Acct# 319870	12/09/25
COMMUNITY CO-OP OIL ASSN	E 100-43101-212 Motor Fuels	\$210.57	Fuel for November 2025: Acct# 319870	12/09/25
ECKBERG LAMMERS	E 100-41610-304 Legal Fees	\$424.36	November 2025 Prosecution Services	12/09/25
ELAN CORPORATE PAYMENT SYSTEM	E 601-49440-306 W/S Sample Testing	\$7.50	Water Sample postage	12/09/25
ELAN CORPORATE PAYMENT SYSTEM	E 603-49520-202 Postage	\$151.83	1/3 of Postage for utility bills	12/09/25
ELAN CORPORATE PAYMENT SYSTEM	E 602-49490-202 Postage	\$151.83	1/3 of Postage for utility bills	12/09/25
ELAN CORPORATE PAYMENT SYSTEM	E 601-49440-202 Postage	\$151.88	1/3 of Postage for utility bills	12/09/25
FARIBAULT FLEET SUPPLY	E 602-49490-215 Operating & Maintenance Supp	\$59.99	Thermostat Plumber Pak	12/09/25
FARIBAULT FLEET SUPPLY	E 602-49490-215 Operating & Maintenance Supp	\$34.99	Thermostat	12/09/25
FARIBAULT FLEET SUPPLY	E 100-45202-240 Small Tools and Equipment	\$66.99	Stihl Carb	12/09/25
GOPHER STATE ONE CALL	E 100-43102-305 Locating Services	\$0.48	November 2025, 6 tickets	12/09/25
GOPHER STATE ONE CALL	E 602-49490-305 Locating Services	\$3.81	November 2025, 6 tickets	12/09/25
GOPHER STATE ONE CALL	E 601-49440-305 Locating Services	\$3.81	November 2025, 6 tickets	12/09/25
HAWKINS INC	E 602-49490-216 Chemicals	\$20.00	WWTP Chemicals	12/09/25
JOHNNY ON THE SPOT	E 100-45202-418 Rentals: Portable Rest Rooms	\$139.00	October 2025, Portable Restrooms	12/09/25
MEDICAL & SAFETY RESOURCES INC	E 204-42210-432 Training/Conferences	\$575.00	EMR Refresher 23 @ \$25	12/09/25
MENARDS - DUNDAS	E 100-41946-240 Small Tools and Equipment	\$50.96	Community Center Sink	12/09/25

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
MENARDS - DUNDAS	E 602-49490-215 Operating & Maintenance Supp	\$21.96	Element & Thermostat	12/09/25
MENARDS - DUNDAS	E 204-42210-215 Operating & Maintenance Supp	\$47.94	Air Filter	12/09/25
NAPA WATERVILLE	E 100-43101-215 Operating & Maintenance Supp	\$299.99	Hose Reel	12/09/25
NAPA WATERVILLE	E 100-43101-215 Operating & Maintenance Supp	\$61.99	Oil for Skid Loader	12/09/25
NAPA WATERVILLE	E 100-43101-215 Operating & Maintenance Supp	\$187.57	Oil and Filters	12/09/25
NAPA WATERVILLE	E 602-49490-215 Operating & Maintenance Supp	\$187.57	Oil and Filters	12/09/25
NAPA WATERVILLE	E 204-42210-215 Operating & Maintenance Supp	\$60.47	Diesel Antigel	12/09/25
NAPA WATERVILLE	E 100-41941-240 Small Tools and Equipment	\$90.21	Funnels	12/09/25
NAPA WATERVILLE	E 100-45202-240 Small Tools and Equipment	\$73.35	Markers	12/09/25
OK TIRE	E 100-43101-215 Operating & Maintenance Supp	\$2,259.68	Skid Loader Tires	12/09/25
PSN PAYMENT SERVICE	E 603-49520-300 Professional Services	\$29.37	Annual security compliance fee	12/09/25
PSN PAYMENT SERVICE	E 602-49490-300 Professional Services	\$30.26	Annual security compliance fee	12/09/25
PSN PAYMENT SERVICE	E 601-49440-300 Professional Services	\$29.37	Annual security compliance fee	12/09/25
RIVERCITY REFRIGERATION	E 100-41946-300 Professional Services	\$1,682.15	Bar Cooler Repair - New Compressor	12/09/25
SEH SHORT ELLIOT HENDRICKSON	E 403-43101-303 Engineering Fees	\$2,342.00	Trial/Testimony-Assessment Appeal 2024 Street Projec	12/09/25
US BANK	E 370-47110-620 Fiscal Agents' Fees	\$550.00	11.1.25-10.31.26 Agent Fees, 2020A Bond	12/09/25
USA BLUEBOOK	E 602-49490-216 Chemicals	\$573.81	Sewer Chemicals	12/09/25
UTILITY CONSULTANTS INC	E 602-49490-306 W/S Sample Testing	\$1,222.76	Weekly Sewer Samples	12/09/25
VERIZON WIRELESS	E 100-41941-320 Communication	\$60.03	10.6.25-12.6.25 Public Works Tablet Internet	12/09/25
VERIZON WIRELESS	E 100-41941-320 Communication	\$79.80	10.6.25-12.6.25 Public Works Phone	12/09/25
VERIZON WIRELESS	E 100-41110-320 Communication	\$160.16	10.6.25-12.6.25 Council Tablets	12/09/25
VERIZON WIRELESS	E 100-42502-320 Communication	\$320.95	10.6.25-12.6.25 Skywarn Tablet #1-5 Internet	12/09/25
VERIZON WIRELESS	E 100-41941-320 Communication	\$79.80	10.6.25-12.6.25 Public Works Phone 2	12/09/25
VERIZON WIRELESS	E 100-41946-320 Communication	\$67.65	10.6.25-12.6.25 Community Center Phone	12/09/25
PSN PAYMENT SERVICE	E 601-49440-300 Professional Services	\$29.37	Annual security compliance fee	12/11/25
PSN PAYMENT SERVICE	E 602-49490-300 Professional Services	\$30.26	Annual security compliance fee	12/11/25
PSN PAYMENT SERVICE	E 603-49520-300 Professional Services	\$29.37	Annual security compliance fee	12/11/25
EO JOHNSON CO INC	E 601-49440-206 Printer/Rental/Software	\$75.23	12.8.25-1.7.26 Toshiba Coverage	12/22/25
EO JOHNSON CO INC	E 100-41948-206 Printer/Rental/Software	\$150.46	12.8.25-1.7.26 Toshiba Coverage	12/22/25
EO JOHNSON CO INC	E 204-42210-206 Printer/Rental/Software	\$37.61	12.8.25-1.7.26 Toshiba Coverage	12/22/25
EO JOHNSON CO INC	E 603-49520-206 Printer/Rental/Software	\$37.61	12.8.25-1.7.26 Toshiba Coverage	12/22/25
EO JOHNSON CO INC	E 602-49490-206 Printer/Rental/Software	\$75.23	12.8.25-1.7.26 Toshiba Coverage	12/22/25
LINCOLN NATIONAL LIFE INSURANCE	E 100-41941-130 Employer Paid Insurance	\$3.45	December 2025 Life Insurance	12/22/25
LINCOLN NATIONAL LIFE INSURANCE	E 100-41801-130 Employer Paid Insurance	\$3.45	December 2025 Life Insurance	12/22/25
CENTERPOINT ENERGY	E 602-49490-380 Utility Services	\$27.32	November 2025 Sewer Plant Gas Utilities	12/23/25
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$56.08	November 2025 Water Pump Gas Utilities	12/23/25
CENTERPOINT ENERGY	E 601-49440-380 Utility Services	\$18.06	November 2025 Water Tower Gas Utilities	12/23/25
CENTERPOINT ENERGY	E 100-41946-380 Utility Services	\$269.88	November 2025 Community Center Gas Utilities	12/23/25
CENTERPOINT ENERGY	E 100-41948-380 Utility Services	\$269.89	November 2025 City Hall Gas Utilities	12/23/25
CENTERPOINT ENERGY	E 100-41941-380 Utility Services	\$255.54	November 2025 Maintenance Shop Gas Utilities	12/23/25
FARIBAULT FLEET SUPPLY	E 100-41946-104 Janitorial	\$33.30	Glue, Batteries, Hardware	12/23/25
FARIBAULT FLEET SUPPLY	E 100-43101-215 Operating & Maintenance Supp	\$13.98	Lock Ease Spray	12/23/25

Search Name	Account Descr	Amount	Comments	Check/Receipt Date
HAWKINS INC	E 601-49440-216 Chemicals	\$10.00	Water Tower Chemicals	12/23/25
HAWKINS INC	E 602-49490-216 Chemicals	\$20.00	WWTP Chemicals	12/23/25
MINNESOTA COMFORT SOLUTIONS	E 601-49440-300 Professional Services	\$455.00	Find and Replace Faulty Gas Valve at Well House Maint	12/23/25
MINNESOTA COMFORT SOLUTIONS	E 100-41946-300 Professional Services	\$225.00	AC Repair at Community Center/City Hall	12/23/25
MINNESOTA COMFORT SOLUTIONS	E 100-41948-300 Professional Services	\$225.00	AC Repair at Community Center/City Hall	12/23/25
SUEL PRINTING COMPANY	E 100-41110-350 Printing and Binding	\$165.00	Ordinance Amending Chapter 110	12/23/25
TEAM LAB	E 602-49490-216 Chemicals	\$849.00	Super/mega bugs	12/23/25
TRUCK CENTER COMPANIES	E 100-43101-215 Operating & Maintenance Supp	\$163.57	Plow Truck Repair	12/23/25
XCEL ENERGY	E 601-49440-380 Utility Services	\$251.17	11.9.25-12.10.25 Electricity: Water Tower	12/23/25
XCEL ENERGY	E 100-43101-387 Street Lighting	\$1,444.22	11.9.25-12.10.25 Electricity: Street Lights Co Owned	12/23/25
XCEL ENERGY	E 100-43101-387 Street Lighting	\$18.92	11.9.25-12.10.25 Electricity: Auto Protective	12/23/25
XCEL ENERGY	E 602-49490-380 Utility Services	\$871.42	11.9.25-12.10.25 Electricity: Sewer Pump (WWTP)	12/23/25
XCEL ENERGY	E 602-49490-380 Utility Services	\$8.83	11.9.25-12.10.25 Electricity: Water Pump (Liftstation)	12/23/25
XCEL ENERGY	E 100-41941-380 Utility Services	\$129.34	11.9.25-12.10.25 Electricity: Maintenance Shop	12/23/25
XCEL ENERGY	E 100-41946-380 Utility Services	\$259.58	11.9.25-12.10.25 Electricity: Community Center	12/23/25
XCEL ENERGY	E 100-43101-387 Street Lighting	-\$0.11	11.9.25-12.10.25 Electricity: Street Lights	12/23/25
XCEL ENERGY	E 100-45202-380 Utility Services	\$30.84	11.9.25-12.10.25 Electricity: Parks	12/23/25
XCEL ENERGY	E 100-41944-380 Utility Services	\$12.95	11.9.25-12.10.25 Electricity: Historic Site (Feed Mill)	12/23/25
XCEL ENERGY	E 601-49440-380 Utility Services	\$70.18	11.9.25-12.10.25 Electricity: Water Pump (Well#1)	12/23/25
XCEL ENERGY	E 100-43101-387 Street Lighting	\$8.69	11.9.25-12.10.25 Electricity: Street Lights	12/23/25
<hr/>				
<hr/>				\$40,807.21
<hr/>				\$52,179.85
<hr/>				
-E Expenditure				



# AGENDA MEMO

**Agenda Item:** Pay Equity

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Pay Equity – Resolution 2026-2 Pay Equity Report Submission

**Action Requested:** Motion to approve Resolution 2026-2 Pay Equity Report Submission.

**Staff Recommends:** Approve

**Committee Recommends:**

**Attachments:** Resolution 2026-2 Pay Equity Report Submission  
Pay Equity Report Submission Data

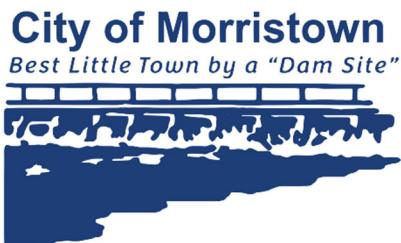
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**Previous Council Action:** Approved every three years.

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**Overview:** State requires that we fill out this spreadsheet every three years.

“Pay Equity is a method of eliminating discrimination against women who are paid less than men for jobs requiring comparable levels of expertise. This goes beyond the familiar idea of equal pay for equal work where men and women with the same jobs must be paid equally. A policy to establish pay equity usually means: 1) that all jobs will be evaluated and given points according to the level of knowledge and responsibility required to do the job; and 2) that salary adjustments will be made if it is discovered that women are consistently paid less than men for jobs with similar points.”



## RESOLUTION 2026-2

### CITY OF MORRISTOWN, MINNESOTA RESOLUTION AUTHORIZING SUBMISSION OF THE 2026 PAY EQUITY IMPLEMENTATION REPORT

**WHEREAS**, the Local Government Pay Equity Act, passed by the Minnesota Legislature in 1984, requires all public jurisdictions to submit a Pay Equity Implementation Report to the Minnesota Department of Management and Budget; and

**WHEREAS**, the Pay Equity Law in Minnesota requires that all public jurisdictions eliminate any gender-based wage inequities in compensation; and

**WHEREAS**, the Pay Equity Law in Minnesota requires that all jurisdictions use a job evaluation system in its pay equity analysis to determine the comparable work value of the work performed by each class of its employees; and

**WHEREAS**, the Pay Equity Law in Minnesota requires each local government unit to analyze its pay structure for evidence of gender-based pay inequities and to report this information to the Minnesota Department of Management and Budget; and

**WHEREAS**, the City of Morristown is required to submit a Pay Equity Implementation Report once every three years, the next report is due by January 31, 2026; and

**WHEREAS**, the City of Morristown has accomplished the required Pay Equity analysis and has prepared the required report for submission; and

**NOW THEREFORE, BE IT RESOLVED** by the City Council of Morristown, Minnesota, that the City of Morristown 2026 Pay Equity Implementation Report be authorized for submission to the Minnesota Department of Management and Budget.

Passed and adopted by the City Council of the City of Morristown, Minnesota this 5th day of January 2026.

By: \_\_\_\_\_  
Mayor, Tim Flaten

ATTEST: \_\_\_\_\_  
City Clerk/Treasurer, Cassie Eldeen

jobid	title	males	females	points	mins	maxs	yrmax	yrsrv	exsrv
1	City Clerk/Treasurer	0	1	275	4333	4333	0	1	
2	Administrator/Manager	0	1	483	7835	7835	0	3	
3	Water/Wastewater Plant Operator	1	0	171	4333	4333	0	1	
4	Wastewater PlantSupv.	1	0	291	4650	4650	0	1	



# AGENDA MEMO

**Agenda Item:** Resolution 2026-3

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Resolution 2026-3 – Resolution 2026-3 Designating Official Newspaper

**Action Requested:** Motion to approve Resolution 2026-3 Designating Official Newspaper.

**Staff Recommends:** Approve

**Committee Recommends:**

**Attachments:** Resolution 2026-3 Designating Official Newspaper

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**Previous Council Action:** Approve each year.

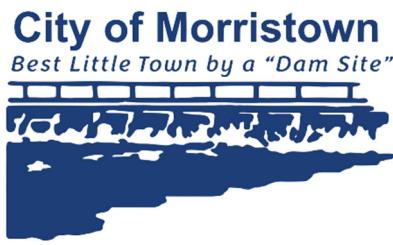
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**Overview:** **League of Minnesota Cities:**

*Statutory city councils must designate an official newspaper at their first meeting each year. The official newspaper is used for all items that are legally required to be published.*

**Morristown City Code:**

*§ 30.01(D)(2): Initial meeting. At the first regular Council meeting of January of each year, the Council shall designate the depositories of city funds.*



**RESOLUTION 2026-3  
CITY OF MORRISTOWN, RICE COUNTY, MINNESOTA**

**A RESOLUTION DESIGNATING THE OFFICIAL NEWSPAPER  
FOR THE CITY OF MORRISTOWN FOR THE YEAR 2026**

**WHEREAS**, Minnesota Statutes 412.831 Official Newspaper - requires that the City Council annually designate a legal newspaper of general circulation in the city as its official newspaper, in which shall be published such ordinances and other matters as are required by law to be so published and such other matters as the council may deem it advisable and in the public interest to have published in this manner.

**NOW, THEREFORE BE IT RESOLVED**, that LifeEnterprise be and hereby is designated as the official newspaper of the City of Morristown, Minnesota for the 2026 year.

Accepted by the City Council of the City of Morristown on January 5, 2026.

Approved:

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Mayor, Tim Flaten

Attested:

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City Clerk/Treasurer, Cassie Eldeen



# AGENDA MEMO

**Agenda Item:** Resolution 2026-4

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Resolution 2026-4 – Resolution 2026-4 Designating Official Depository

**Action Requested:** Motion to approve Resolution 2026-4 Designating Official Depository.

**Staff Recommends:** Approve

**Committee Recommends:**

**Attachments:** Resolution 2026-4 Designating Official Depository.

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**Previous Council Action:** Approve each year.

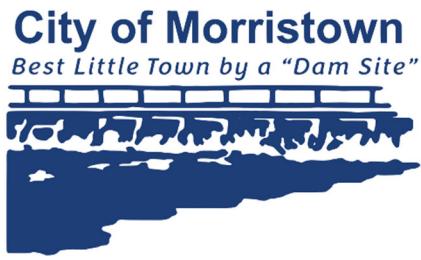
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**Overview:** **League of Minnesota Cities:**

*All city councils must designate one or more financial institutions as a depository of city funds. Typically, this is done on an annual basis, though, there is no general requirement for annual designation. A city may also change its depository at any time during the year.*

**Morristown City Code:**

*§ 30.01(D)(1): Initial meeting. At the first regular Council meeting of January of each year, the Council shall designate the official newspaper.*



**RESOLUTION 2026-2  
CITY OF MORRISTOWN, RICE COUNT, MINNESOTA**

**A RESOLUTION DESIGNATING  
AUTHORIZED SIGNERS FOR THE OFFICIAL DEPOSITORYES AND  
BROKERS/DEALERS FOR THE CITY OF MORRISTOWN**

**WHEREAS**, State Statutes require that City funds be deposited with designated financial institutions; and

**WHEREAS**, the City has deposited various funds or may deposit funds with these following designated financial institutions:

Lake Country Community Bank, Morristown, MN  
Edward Jones, Faribault, MN  
4M Fund, League of Minnesota Cities, MN

**NOW, THEREFORE, BE IT RESOLVED** that the recitals set forth above are incorporated herein.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** that the Mayor and Council of the City of Morristown that the City is authorizing the following City officials to act as authorized signers for the City's financial institutions:

Mayor, City of Morristown, Tim Flaten  
Council Member, City of Morristown, Anna Nusbaum  
City Administrator, City of Morristown, Ellen Judd  
City Clerk/Treasurer, City of Morristown, Cassie Eldeen

Accepted by the City Council of the City of Morristown on January 5, 2026.

Approved:

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Mayor, Tim Flaten

Attested:

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City Clerk/Treasurer, Cassie Eldeen



# AGENDA MEMO

**Agenda Item:** Appointments

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Appointments – 2026 City Community Appointments

**Action Requested:** Motion to approve the 2026 City Community Appointments.

**Staff Recommends:** Approve

**Committee Recommends:**

**Attachments:** 2026 City Community Appointments

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**Previous Council Action:** Approve each year.

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**Overview:** **Morristown City Code:**

*§ 30.01(D)(4): Initial meeting. At the first regular Council meeting of January of each year, the Council shall appoint necessary officers, employees, and members of boards, commissions, and committees.*

# 2026 CITY COMMUNITY APPOINTMENTS

## City Staff

Description	Name	
City Administrator	Ellen Judd	§ 30.15(A)
City Clerk/Treasurer	Cassie Eldeen	§ 31.01(A)
Utilities Superintendent	Ellen Judd	§ 50.001
Mayor	Tim Flaten	§ 30.02(A)
Assistant Mayor/Council Member	Anna Nusbaum	§ 30.01(D)(3)
Council Member	Joe Caldwell	
Council Member	Leon Gregor	
Council Member	Val Kruger	
Fire Wardens	Randy Meschke	
Assistant	Steve Nordmeier	
Assistant	Ryan Culhane	
City Engineer	Brent Kavitz, SEH Engineering	
City Civil Attorney	Mark Rahrick, Smith Tollefson Rahrick & Cass	
City Criminal Attorney	Eckberg Lammers	

## Commissions

Description	Commissioner	Backup Commissioner
Animal Control	Val Kruger	Leon Gregor
Community Education	Anna Nusbaum	Leon Gregor
Community Center	Joe Caldwell	Anna Nusbaum
Police and Fire	Tim Flaten	Val Kruger
Social media	Anna Nusbaum	Joe Caldwell
Streets	Val Kruger	Tim Flaten
Parks/Trees/Weeds	Leon Gregor	Joe Caldwell
Public Works	Tim Flaten	Joe Caldwell
Brush Pile	Joe Caldwell	Anna Nusbaum

## Boards/Committees

Description	Name		
Zoning Board		<i>Created by City Code § 152.330</i>	
	Chair	Jim Lonergan	1/5/2021 – 1/5/2026
	Member	John Schlie	5/6/2024 – 5/6/2029
	Member	Pam Petersen	5/6/2024 – 5/6/2029
	Member	John Chmelik	1/6/2025 – 1/6/2030
	Member	John Krenik	1/6/2025 – 1/6/2030
Economic Development Authority			
	Chair	Steve Nordmeier	Citizen
	Member	Chuck Larsen	Citizen
	Member	Kurt Wolf	Citizen
	Member	Loren Dahle	Citizen
	Member	Leon Gregor	Council Member
Solutions Task Force Committee			
	Chair	Leon Gregor	Council Member
	Member	Cassie Eldeen	City Clerk
	Member	Joe Caldwell	Fire Department
	Member	Adrienne O'Rourke	Citizen
	Member	Sherri Brunner	Citizen
Safety Committee		<i>Created by AWAIR policy</i>	
	Chair	Ellen Judd	City Administrator
	Vice Chair	Austin Schulz	Public Works Lead
	Member	Joe Caldwell	Council Member
Babe Nordmeier Ballfield Committee			
	Chair	Rick Vollbrecht	Citizen
	Member	Curtis Spitzack	Citizen

## Miscellaneous

Description	Name	
Official Depositor	Lake Country Community Bank	<i>City Code § 30.01(D)(1)</i>
Official Newspaper	LifeEnterprise	<i>City Code § 30.01(D)(2)</i>
Public Health	Rice County Environmental Services	



# **AGENDA MEMO**

**Agenda Item:** Archambault

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Archambault – Updated Garbage Hauling Contract

**Action Requested:** Motion to approve the updated garbage hauling contract from Archambault's as presented.

**Staff Recommends:** Approve

**Committee Recommends:**

**Attachments:** [5L2. Archambault Memo to Council.pdf](#)  
[5L3. Archambault Contracted - Updated.pdf](#)

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**Previous Council Action:** Approved a contract that was missing some language.

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**Overview:** See the memo from Archambault's that explains the missing language.



"PROUDLY SERVING YOUR DISPOSAL NEEDS"

1103 Cannon Circle

Faribault MN 55021

[www.archambaultbrothers.com](http://www.archambaultbrothers.com)

507-334-8910

December 8, 2025

Dear Morristown Mayor and Council Members,

After reviewing the contract that was proposed we discovered that a critical paragraph was omitted regarding pricing in the event of an increase in the Rice County Landfill rates and coverage of the Dam Days events for extra garbage service. This information was located in Billing, Section 5 under "Collection Fees".

The version that is submitted today has been corrected and signed by Randy Archambault for re-submission.

Additionally, we received on December 4<sup>th</sup> a new price list from the Rice County Landfill informing Archambault Brothers of new rates beginning January 1, 2026. The tonnage rate for solid waste is increasing from \$54/ton to \$61/ton. It has become necessary for us to impose an increase above the proposed 2% increase of \$.50/household to offset this increase. That would put residential rates at \$15.92 per month and mobile homes at \$16.92 per month. The contact will continue each proceeding year at the 2% increase. I have included the notice from the Rice County Landfill with the new pricing for 2026.

It is our privilege to continue serving the City of Morristown and look forward to a continued partnership.

Randy Archambault  
Archambault Brothers

## 2026 Solid Waste Fees

Materials	Rice County LF	2025 Fee	2026 Rates
MSW	MSW-Licensed hauler w/ ST-10 on file & contract	\$54.00 ton	\$61/ton 
	MSW Licensed hauler w/ ST-10 no contract	\$54.00 ton	\$71/ton
	MSW Comm hauler w/credit acct	\$54.00 ton + tax	\$71/ton + tax
	MSW Self-Haulers (car, pickup, trailer-single axle)	\$30.00 Load	\$35 (tax included)
	MSW -Self-Haulers (Large load)	\$68.33 ton + tax	\$78/ton + tax
	Demo (minimum load)	\$30.00 Load	\$35
	Demo	\$30.00 ton	\$38/ton + tax
	Demo - licensed hauler w/ ST-10 on file		\$38/ton
	Contaminated Soil	\$15.00 ton	\$15/ton
	Street Sweepings	\$10.00 ton	\$10/ton
	Asbestos	\$80.00 ton	\$90/ton + tax
	Asbestos	\$45.00 pickup	delete from fee schedule
	Asbestos (up to 3 bags)	\$9.00 bag	\$10/bag+tax
E-Waste	Electronics (Computer Towers, Small printers)	\$5.00 Ea	\$5 Ea
	Electronics (Small Electronics, Rechargeable devices)	\$5.00 Ea	\$5 Ea
	Electronics (TV's, Computer Screens)	\$15.00 Ea	\$15 Ea
Auto Waste	Tires (16" and under) - up to 8	\$2.00 Ea	\$3 Ea
	Tires (16" and under) - > than 8	\$5.00 Ea	\$6 Ea
	Truck Tires (17" - 20") up to 8	\$5.00 Ea	\$6 Ea
	Truck Tires (17" - 20") > than 8	\$10.00 Ea	\$12 Ea
	Truck Tire (over 20") up to 4	\$10.00 Ea	\$12 Ea
	Truck Tire (over 20") > than 4	\$15.00 Ea	\$18 Ea
	Tractor Tire - up to 2	\$25.00 Ea	\$30 Ea
	Tractor Tire - > than 2	\$35.00 Ea	\$40 Ea
	Skid Loader Tracks	\$45.00 Ea	\$75 Ea
Bulky Items	Mattress/Box Springs - recyclable	\$25.00 Ea	\$30 Ea
	Mattress/Box Springs - Landfilled (with permission)	\$45.00 Ea	\$50 Ea +tax
	Mattress/Box Springs - Landfilled (w/o permission)	\$75.00 Ea	\$85 Ea+ tax
Appliance	Appliances (includes air conditioner)	\$15.00 Ea	\$15 Ea
	Gas Refrigerators (over 4 FT)	\$150.00 Ea	\$160 Ea
	Gas Refrigerators (under 4 FT)	\$75.00 Ea	\$75 Ea
	Commercial Appliances (only accepted with prior approval)		\$5/cu ft
Add'l Fees	Uncovered Loads	\$20.00 load	\$30/load
	Clean-up Fee	\$150.00 Hr	\$200/hour
	Hauler License Fee	\$200.00 YR	\$200/YR
	Demo LF / Recycling Facility Fee	\$250.00 YR	\$250/YR
	Commercial Brush Fee	\$125.00 YR	\$125/YR
Brush	Car, truck, single axle trailer		\$15/load
	Large load		\$30/ton
Yard Waste	Residential Yard waste	FREE	FREE
Solid Waste Assessment		\$40/unit	\$60/unit

**RESIDENTIAL SOLID WASTE AND RECYCLING SERVICES AGREEMENT  
BETWEEN CITY OF MORRISTOWN AND ARCHAMBAULT BROTHERS INC.**

THIS RESIDENTIAL SOLID WASTE AND RECYCLING SERVICES AGREEMENT is made and entered into effective the 1<sup>st</sup> day of January, 2026 (the "Effective Date"), by and between the CITY OF MORRISTOWN, a Minnesota Municipal corporation organized and existing under the laws of the State of Minnesota (the "City") and Archambault Brothers Inc., a Minnesota Corporation ("ABD").

**WITNESSETH**

- A. WHEREAS, the City has found and determined that the public health and safety of the City will be promoted and preserved by establishing an arrangement for the collection, transportation, and disposal of solid waste kept and accumulated by residences and businesses within the City; and
- B. WHEREAS, ABD is engaged in the business of collecting solid waste and recyclables and is familiar with the requirements of the City and its solid waste services; and
- C. WHEREAS, the City has determined ABD to be qualified to carry out the terms of this Agreement upon the terms and conditions and for the consideration hereinafter provided; and
- D. WHEREAS, ABD has been determined by the City to provide the best value for solid waste services for City residents.

NOW, THEREFORE, in consideration of the foregoing and the covenants, promises, undertakings, and obligations herein created, granted, and assumed, the parties hereto agree as follows:

**1. TERM OF AGREEMENT**

- 1.1. **Term.** This Agreement shall commence on the Effective Date and shall remain in effect through December 31, 2030.
- 1.2. **Automatic Renewal.** This Agreement shall automatically renew for additional terms of one (1) year, upon the same rights and obligations contained herein, unless either party to this Agreement provides a written notice of intent not to renew no later than November 30 prior to the year of renewal.

**2. GENERAL COLLECTION REQUIREMENTS**

- 2.1. **Exclusivity.** ABD shall be the exclusive garbage collector for collection of solid wastes from residential properties within the City during the term of this Agreement.
- 2.2. **Requirements.** ABD shall furnish all labor and equipment as shall be necessary and adequate to ensure satisfactory collection, transportation and disposal of solid waste and recyclables. All

work to be performed hereunder shall be done so as to protect to the highest extent the public health and safety. ABD shall collect, transport and arrange or provide for disposal of all solid waste and recyclables from all residential and mobile home dwellings in the City. ABD shall perform solid waste and recyclables removal within the corporate limits of the City as follows:

- 2.2.1. **Licenses and Permits.** ABD shall ensure at its own expense that all driver and truck licenses and permits are current and in full compliance with local, state and federal laws and regulations.
- 2.2.2. **Compliance with Law.** ABD shall comply with all Federal, State, County and City laws, regulations and local ordinances pertaining to the collection and processing of solid waste and recyclables.
- 2.2.3. **Frequency of Collection.** Solid waste collection shall occur weekly for each residence. Recyclables collection shall occur once every other week for each residence. Residents shall place all garbage receptacles curbside no later than 7:00 a.m. on collection day.
- 2.2.4. **Hours of Collection.** Collection shall not start before 7:00 a.m. or continue after 5:00 p.m. on the same day. Exceptions to collection hours shall occur only by prior permission of the City.
- 2.2.5. **Holidays.** When a Holiday falls on a weekday, collection shall occur on Saturday of that week. When a Holiday falls on Saturday or Sunday, there shall be no change to the day of collection. "Holiday" shall be defined as: New Year's Day, Memorial Day, July 4<sup>th</sup>, Labor Day, Thanksgiving, and Christmas Day. It shall be the City's responsibility to inform residents in a timely manner of any change in the collection schedule as a result of a Holiday.
- 2.2.6. **Delays.** ABD shall make every effort to maintain established scheduled pick-ups even though conditions such as weather may be adverse. In no event shall ABD be required or suffer penalty for failure to perform a scheduled pickup when prevented from doing so as the result of an undue accumulation of snow and/or other catastrophic conditions. The City Administrator shall determine if such conditions exist. In such case, collection shall be made on the next day.
- 2.2.7. **Containers.** Each residence and mobile home have been issued a 96-gallon receptacle which is compatible with ABD's automated equipment. ABD shall perform collection services for one (1) 96-gallon garbage receptacle per residence, and one (1) 96-gallon garbage receptacle per mobile home. Garbage receptacles shall be handled with reasonable care to avoid **damage**.  

**Commented [EJ1]:** Can they still have the smaller size? Can they have more than one?
- 2.2.8. **Location of Collection.** Garbage receptacles shall be placed by residents at curbside or beside an alley or accessible road. Please leave space between garbage & recycling containers so automated equipment can efficiently pick up cans. Do not place directly next to mailboxes or fixed structures.
- 2.2.9. **Missed Collections.** In the case of alleged missed collections, ABD shall investigate, and, if such allegations are verified, ABD shall then arrange for the Collection of the subject materials no later than 4 p.m. the next business day.

### 3. COLLECTION EQUIPMENT AND PERSONNEL

- 3.1. **Provision of Equipment.** ABD shall provide all equipment necessary for collection and transportation of collected solid waste and recyclables. All trucks shall be maintained so the material being collected and transported will not be seen and will not blow, fall or leak from the vehicle and fluids will not leak from the trucks.
- 3.2. **Compliance with Truck Road Weight Restrictions.** It shall be ABD's sole responsibility to comply with all road weight restrictions.

### 4. INSURANCE; INDEMNIFICATION

- 4.1. **Insurance.** ABD shall carry and file policies or certificates with the City for worker's compensation insurance (statutory level), public liability insurance (including for automobiles and trucks), and property damage insurance. The City shall be named as an additional insured in all such policies, and the policies shall be in form and substance acceptable to the City. All Liability policies shall provide coverage in an amount at least equal to \$1,000,000 per person and \$2,000,000 per occurrence. In the event that maximum municipal tort liability limits as set out in Minn. Stat. 466.04 increase above the amounts currently in place, ABD shall increase its liability insurance coverage to equal or exceed such maximum amounts.
- 4.2. **Liabilities.** ABD shall pay all bills or claims for wages, salaries and supplies, incurred in the operation of the collection service. The City shall have no obligation or responsibility for bills or debts incurred by ABD.
- 4.3. **Indemnification.** ABD shall defend, indemnify and hold harmless the City from any and all claims and causes of action which may be asserted against the City on account of any act or omission, or any misfeasance or malfeasance of ABD or its employees and agents in connection with its performance under this Agreement. ABD shall defend, indemnify, and hold harmless the City and its respective officers, agents and employees against any or all suits or claims that may be based upon any injury or damage to persons or property that may occur, or that may be alleged to have occurred, in the course of the performance of this Agreement by ABD.

### 5. BILLING

- 5.1. **Billing.** ABD shall send billings for its services provided herein to the City. Said billing shall detail the number of residents and mobile homes served each month. The City shall notify ABD of new residences in the month service is to start and the residence will be added to the bill in the month of commencement of service.
- 5.2. **Contracts for Additional Collections.** ABD may, independently of this Agreement, contract with any premises to collect trash or solid waste excluded from this agreement, including excess garbage, brush, furniture and other large items, or placement and collection of dumpsters. Said contract shall be between ABD and the resident and ABD shall coordinate with and bill the resident directly. No extra items outside of trash receptacle will be taken without prior notification and payment from homeowner. The City shall have no obligation with respect to additional garbage collection.

5.3. **Collection Fees.** The rate beginning January 1<sup>st</sup>, 2026, for collection of solid waste and recyclables (combined) will be as follows:

Per Residence (excluding mobile homes)	<u>\$15.92</u> <del>\$15.42</del> per month
Per Mobile Home	<u>\$16.92</u> <del>\$16.42</del> per month

There will be a 2 percent increase each year for 2027 through 2030.

Above prices are based on current Rice County Landfill rate of \$54/ton. If at any time during the duration of the contract the Rice County Landfill rates increase that percentage increase will be passed on and rates adjusted accordingly. ABD will provide the City of Morristown with proof of increase prior to adjusting rates. Please see attached notice of rate increase for 1-1-26 to \$61/ton.

Above rates include a cost of \$800 for Dam Days trash removal. If Dam Days is cancelled ABD will credit the City for \$800 on their invoice for the following month.

## 6. INDEPENDENT CONTRACTOR

6.1. **Independent Contractor Relationship.** Nothing contained in this Agreement is intended to, or shall be construed in any manner, as creating a partnership relationship between the parties, or as creating or establishing the relationship of employer/employee between the parties. ABD shall at all times remain an independent contractor with respect to the services to be performed under this Agreement. Any and all employees of ABD or other persons engaged in the performance of any work or services required by ABD under this Agreement shall be considered employees or subcontractors of ABD only and not of the City; and any and all claims that might arise, including worker's compensation claims under the Worker's Compensation Act of the State of Minnesota or any other state, on behalf of said employees or other persons while so engaged in any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of ABD.

## 7. ASSIGNMENT AND SUBCONTRACTING

7.1. **Assignment.** ABD shall not assign or subcontract this Agreement or any interest therein or any privilege or right granted therein without the prior written consent of the City, which consent shall be in the sole discretion of the City.

## 8. TERMINATION

8.1. **Default.** The City may terminate this Agreement if ABD fails to fulfill its obligations under the Agreement in a proper and timely manner, or otherwise violates the terms of the Agreement if the default has not been cured after thirty (30) days written notice has been provided. The City shall pay ABD all compensation earned prior to the date of termination less any damages and costs incurred by the City as a result of the breach.

## 9. REPLACEMENT OF PRIOR AGREEMENT

9.1. **Default.** The Parties acknowledge that the Prior Agreement is hereby replaced in its entirety by this Agreement. This Agreement shall be effective, and the Prior Agreement shall be terminated, upon the execution of this Agreement by the Parties. Upon such execution, all provisions of the Prior Agreement are hereby superseded in their entirety and replaced herein and shall have no further force or effect.

Dated: 12-26-25

ARCHAMBAULT BROTHERS INC.  
By: James Archambault  
Its: Owner

CITY OF MORRISTOWN

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Its: \_\_\_\_\_



# AGENDA MEMO

**Agenda Item:** Ordinance 2026-2

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Ordinance 2026-2 - Section 32.04 and 32.05 Amendment - Fire Call Rates

**Action Requested:** Motion to approve Ordinance 2026-2 Section 32.04 and 32.05 Amendment - Fire Call Rates.

**Staff Recommends:** Approve

**Committee Recommends:**

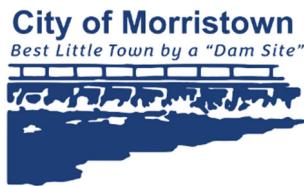
**Attachments:** Ordinance 2026-2 - Section 32.04 and 32.05 Amendment - Fire Call Rates

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**Previous Council Action:** Approved posting for 10 days.

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**Overview:** Amending the ordinance to be consistent with current practice.



**ORDINANCE 2026-2**  
**AN ORDINANCE AMENDING SECTION 32.04 AND 32.05**  
**OF THE MORRISTOWN CITY CODE**

THE CITY COUNCIL OF THE CITY OF MORRISTOWN DOES ORDAIN:

Morristown City Code Section 32.04, entitled, "RATES", and Section 32.05, entitled, "BILLING AND COLLECTION", is hereby amended as follows (changes are underlined):

**§ 32.04 RATES**

- (A) Calls are billed for the time at a fire for a pumper and 2 tankers, if needed, at the rate ~~of \$500 for the first hour, \$400 for the second hour, \$300 for the third hour, and \$200 for the fourth hour and thereafter. Set forth in the Master Fee Schedule.~~
- (B) Grass fires are billed at the ~~rate of \$300 for the first hour and \$200 for the second hour. Same rate as a fire call.~~

**§ 32.05 BILLING AND COLLECTION**

- (A) Parties requesting and receiving fire services may be billed directly by the city. Additionally, if the party receiving fire services did not request services, but a fire or other situation exists which at the discretion of the Fire Department personnel in charge require fire service, the party will be charged and billed. All parties will be billed whether or not the fire service is covered by insurance. Any billable amount of the fire charge not covered by a party's insurance remains a debt of the party receiving the fire service.
- (B) Parties billed for fire service will have 30 days to pay. If the fire service charge is not paid by that time, it will be considered delinquent, and the city will send a notice of delinquency.
- (C) If the fire service charge remains unpaid for 30 days after this notice of delinquency is sent, the city will use all practical and reasonable legal means to collect the fire service charge. The party receiving fire service shall be liable for all collection costs incurred by the city, including, but not limited to, reasonable attorney fees and court costs.
- (D) If the fire service charge remains unpaid for 30 days after the notice of delinquency is sent, the City Council may also, on or before October 15 of each year, certify the unpaid fire service charge to the County Auditor in which the recipient of the services owns real property for collection with property taxes. The County Auditor is responsible for remitting to the city all charge collected on behalf of the city. The city must give the property owner notice of its intent to certify the unpaid fire service charge by September 15.
- (E) False alarms will be billed ~~as a fire call. according to the Master Fee Schedule.~~

Passed and adopted this 1st day of December, 2025, with the following vote: Aye   ; Nay   ; Abstain   .

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Tim Flaten  
Mayor

ATTEST:

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Cassie Eldeen  
City Clerk/Treasurer



# **AGENDA MEMO**

**Agenda Item:** Resolution 2026-5

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Resolution 2026-5 - Fire Call Rate Amendment Summary Publication

**Action Requested:** Motion to approve Resolution 2026-5 Fire Call Rate Amendment Summary Publication.

**Staff Recommends:** Approve

**Committee Recommends:**

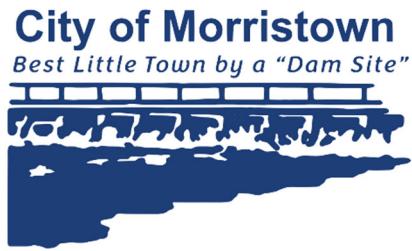
**Attachments:** Resolution 2026-5 - Fire Call Rate Amendment Summary Publication

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**Previous Council Action:**

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**Overview:** Summary publication due to length of ordinance.



**RESOLUTION 2026-5**  
**CITY OF MORRISTOWN, RICE COUNTY, MINNESOTA**

**A RESOLUTION APPROVING PUBLICATION OF ORDINANCE BY TITLE AND SUMMARY**

**WHEREAS**, on January 5, 2026, the City Council of the City of Morristown adopted an ordinance entitled, “AN ORDINANCE AMENDING SECTION 32.04 AND 32.05 OF THE MORRISTOWN CITY CODE”; AND

**WHEREAS**, the Ordinance exceeds one page in length; and

**WHEREAS**, Minnesota Statutes Section 412.191, Subdivision 4 allows publication by title and summary in the case of lengthy ordinances; and

**WHEREAS**, the City Council has determined that the following summary would clearly inform the public of the intent and effect of the Ordinance,

**NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MORRISTOWN:**

1. The City Council of the City of Morristown has adopted an ordinance entitled, “AN ORDINANCE AMENDING SECTION 32.04 AND 32.05 OF THE MORRISTOWN CITY CODE”.
2. The following summary clearly informs the public of the intent and effect of the Ordinance:

“AN ORDINANCE AMENDING SECTION 32.04 AND 32.05 OF THE  
MORRISTOWN CITY CODE”;

The Morristown City Council has passed an ordinance that amends Sections 32.04 and 32.05 of the Morristown City Code. Specifically, changing the fire call and false alarm call billing rate’.

This is a summary of the Ordinance. A full text of this ordinance is available for public inspection at the Morristown City Hall during regular office hours.”

3. The City Clerk is directed to publish this title and summary in lieu of publication of the entire ordinance.
4. The City Clerk is directed to post a copy of the entire text of the Ordinance on the City bulletin board at Morristown City Hall for a period of not less than thirty (30) days. In addition, a printed copy of the Ordinance shall be made available for inspection by any person during regular office hours at the Morristown City Hall.

Adopted by the Morristown City Council on this 5th day of January, 2026.

Number of Ayes: \_\_\_\_\_

Number of Nayes: \_\_\_\_\_

By:

ATTEST:

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Tim Flaten, Mayor

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Cassie Eldeen, City Clerk/Treasurer



# **AGENDA MEMO**

**Agenda Item:** Temp License

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Temp License – Temp Liquor License for American Legion

Motion to approve the temporary liquor license for the American Legion to serve

**Action Requested:** alcohol at the play hosted by Cannon Valley Players from February 27<sup>th</sup> through March 1<sup>st</sup>, 2026.

**Staff Recommends:** Approve

**Committee Recommends:**

**Attachments:** Temporary Liquor License

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**Previous Council Action:**

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**Overview:** The American Legion would like to serve the alcohol at the play this year.



Minnesota Department of Public Safety  
Alcohol and Gambling Enforcement Division  
445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
651-201-7507 TTY 651-282-6555  
**APPLICATION AND PERMIT FOR A 1 DAY  
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization

AMERICAN LEGION Post 149

Date of organization

1919

Tax exempt number

41-0968124

Organization Address (No PO Boxes)

101 MAIN ST W

Box 62

City

State

Zip Code

MORRISTOWN

MN

55052

Name of person making application

TONY LINDAHL

Business phone

507-685-2288

Home phone

507-412-1756

Date(s) of event

FEB. 27-28

Type of organization  Microdistillery  Small Brewer

Club

Charitable

Religious

Other non-profit

Organization officer's name

DENNIS SCHMIDTKE

City

State

Zip Code

MORRISTOWN

MN

55052

Organization officer's name

MARVIN VELZKE

City

State

Zip Code

MORRISTOWN

MN

55052

Organization officer's name

KEITH REMUNDO

City

State

Zip Code

MORRISTOWN

MN

55052

Location where permit will be used. If an outdoor area, describe.

402 DIVISION ST S  
MORRISTOWN, MN 55052

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license

Date Approved

Fee Amount

Permit Date

Event in conjunction with a community festival  Yes  No

City or County E-mail Address

Current population of city

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

**CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event**

**No Temp Applications faxed or mailed. Only emailed.**

**ONE SUBMISSION PER EMAIL, APPLICATION ONLY.**

**PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY  
PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY  
CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**



# AGENDA MEMO

**Agenda Item:** Play

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Play – Use of the Great Hall, Cannon Valley Players

**Action Requested:** Motion to approve the contract between the City of Morristown and Cannon Valley Players, as presented.

**Staff Recommends:** Approve

**Committee Recommends:**

**Attachments:** Contract between the City of Morristown and Cannon Valley Players

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**Previous Council Action:**

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**Overview:** According to the City's Rental Fee Waiving Policy, a contract is recommended for community-based single events, using the facility for multiple days in preparation of the event.

Attached is the contract that was reviewed by Tim Dahle, treasurer for Cannon Valley Players, for accuracy.

Cannon Valley Players is in agreement that they will pay the amount listed on the Master Fee Schedule for a 501(c)(3), which is \$1,250. This is the same agreement as last year.

## **HALL RENTAL AGREEMENT**

THIS AGREEMENT is made and entered into by and between the City of Morristown (the “City”) and Cannon Valley Players (the “Cannon Valley Players”).

### **RECITALS**

1. The City owns a Community Center located at 402 Division St. S. that includes a lobby, great hall, and kitchen area.
2. The Community Center is available as rental space for various events, including weddings and other private functions.
3. The City has a Rental Fee Waiving Policy that states contracts may be negotiated for community-based single events, using the facility for multiple days in preparation of the event.
4. The Cannon Valley Players perform a theatrical play each year that requires use of the hall a minimum of two weeks prior to the event for preparation purposes.

**NOW, THEREFORE**, the City and Cannon Valley Players agree to be following terms:

### **TERMS AND CONDITIONS**

- A. **Exclusivity.** The City hereby grants Cannon Valley Players the exclusive right to occupy and utilize the premises known as the Great Hall, rent-free, for a period of fourteen (14) consecutive days immediately preceding the commencement of the event scheduled for February 27, 2026.
- B. **Additional Use of Premises.** Cannon Valley Players shall be permitted to access and use the Great Hall prior to the aforementioned fourteen-day exclusive period, rent-free, provided such use does not interfere with other events scheduled in the Great Hall. The City shall provide timely notice to Cannon Valley Players of any such scheduled events occurring between January 1, 2026, and February 27, 2026.
- C. **Rental Rate.** The City agrees the rental fees applicable to the Great Hall shall be assessed in accordance with the Master Fee Schedule in effect as of the date of booking for the theatrical event that takes place February 27, 2026 through March 1, 2026.
- D. **Set-Up, Tear-Down, and Cleaning Obligations.** Cannon Valley Players shall be solely responsible for all event-related set-up and tear-down activities, as well as for restoring the Great Hall to a clean and orderly condition following the conclusion of the event. The City shall ensure that the premises are accessible and that necessary cleaning supplies are made available to Cannon Valley Players for such purposes.

CITY OF MORRISTOWN

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Dated:

By: \_\_\_\_\_  
Ellen Judd, City Administrator

CANNON VALLEY PLAYERS

---

Dated:

By: \_\_\_\_\_  
Tim Dahle, Treasurer



# **AGENDA MEMO**

**Agenda Item:** Ordinance Violations

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Ordinance Violations

**Action Requested:** Agreement from Council members

**Staff Recommends:**

**Committee Recommends:**

**Attachments:**

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**Previous Council Action:** Asked for a list of ordinances for enforcement.

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**Overview:** Mark gave me a list of general categories of ordinances that Medford has enforced by their Sheriff Department. I then reached out to Council members to ask how they would like to proceed and gave them three options. The majority of Council wanted to discuss the ordinances at the next City Council meeting and approve sending them to the Sheriff's Office for enforcement.

Please choose the ones that you would like to see enforced.

# Ordinances to Enforce

## Parking

### **§ 71.04 DECLARATION OF SNOW EMERGENCY; PARKING PROHIBITED**

- (A) A snow emergency shall be declared by the Mayor or City Administrator and shall be declared before 5 p.m. and take effect at midnight. The emergency shall continue in effect for a period of 24 hours from the end of the snowfall or until snow has been removed from the city's streets.
- (B) Notice of the declaration of a snow emergency shall be given by notifying the local news media; however, the notification shall be a service aid only and not a duty on the part of the officials.
- (C) During a declared snow emergency, no motor vehicle shall be left parked on any street or public way in the city.
- (D) During a declared snow emergency, any peace officer who finds a motor vehicle in violation of this section shall attempt to contact the owner of the motor vehicle and require the owner to immediately move the motor vehicle so as not to be in violation of this section. If the owner does not immediately remove the motor vehicle or the owner cannot be located, the peace officer is authorized to have the motor vehicle removed at the owner's expense.

### **§ 71.05 PARKING AND RUNNING OF COMMERCIAL VEHICLES AND RELATED EQUIPMENT**

- (A) The following vehicles and equipment shall be prohibited from being parked or stored in a R-1 Residential District, R-M Residential-Mobile Home District, or B-1 Highway Commercial District except when loading, unloading, or rendering a service:
  - (1) Commercial Vehicles;
  - (2) Trailers in excess of 30 feet in length;
  - (3) Construction equipment;
  - (4) Cargo trucks;
  - (5) Agricultural equipment.

### **§ 71.01 NO PARKING WHERE POSTED**

No person shall stop, stand or park a vehicle upon the public streets of the city at any place where official signs or where appropriate devices, marks, or painting, either upon the surface of the street or the curb immediately adjacent thereto, prohibit these acts.

### **§ 71.02 LIMITED PARKING**

No person shall stop, stand, or park a vehicle upon the public streets of the city where official signs are erected limiting the parking time thereon, for a period of time in excess of the time as designated by the official signs.

Penalty, see § 10.99

## **§ 71.06 OVERNIGHT PARKING**

The following vehicles shall not be allowed to park on city streets overnight: repair, delivery, rented vehicles with commercial plates and refuse and recycling haulers or any other vehicle not registered as a passenger vehicle.

## **§ 71.09 IMPOUNDMENT**

The City Administrator, the City Council, or any police officer may order the removal of a vehicle from a street to a garage or other place of safety when the vehicle is left unattended and constitutes an obstruction to traffic or hinders snow removal, street improvements or maintenance operations. The vehicle shall not be released until the fees for towing and storage are paid in addition to any fine imposed for violation of this chapter. Any fines imposed by the City or fees or charges incurred by the City may be collected as assessments against real property within the City owned by the owner of the vehicle, so long as the location of the vehicle prior to its removal abutted said real property. (*Ord. 2023-4, passed 03-06-2023*).

- **§ 10.20 ENFORCEMENT**
  - Any licensed peace officer of the city's Police Department, or the County Sheriff, or any Deputy Sheriff, shall have the authority to enforce any provision of this code.

# **Parks**

## **§ 90.16 HOURS**

The hours of all parks under the jurisdiction of the City of Morristown shall be from dawn until 10:30 p.m., except that section of Cannon River Park beginning at Franklin Street and extending north, that section being open 24 hours.

## **§ 90.19 VANDALISM**

The destruction, alteration, injury, or removal of any real or personal property of the city, including, but not limited to, trees or vegetation, whether living or dead, ruins, relics, buildings, or geological formations is prohibited.

## **§ 90.20 ALCOHOLIC BEVERAGES**

It is unlawful for any person to consume intoxicating liquors or 3.2% malt liquors in or on any bridge, catwalk, or historical building. Further, it is unlawful to have in possession in any city park any container larger than 32 ounces containing intoxicating liquor or 3.2% malt liquor without a permit. A special permit for keg beer may be applied for at least 1 week in advance with the Park Commissioner.

## **§ 90.21 MOTOR VEHICLES**

It is unlawful to operate any motor vehicle within the boundaries of any city park or recreation area except upon designated roads or parking areas.

#### **§ 90.22 CONCESSIONS**

It is unlawful for any person to engage in or solicit business of any nature whatsoever within a city park or recreation area without the prior written permission of the Park Commissioner or designee.

#### **§ 90.24 PETS**

All pets must be kept on a leash and are confined to the designated pet exercise areas. The owner or person responsible for any animal which leaves droppings on the premises shall be responsible to remove the droppings immediately.

#### **§ 90.25 GLASS CONTAINERS**

It shall be unlawful for any person, firm, association, or corporation to take into, possess, or maintain within any public park within the city any sealed or previously sealed glass beverage container, regardless of whether the container contains liquor, 3.2% malt liquor, or a soft drink beverage.

## **Animals**

#### **§ 91.05 IMPOUNDING**

(A) *Running at large.* Any unlicensed animal running at large is hereby declared a public nuisance. Any Animal Control Officer or police officer may impound any dog or other animal found unlicensed or any animal found running at large and shall give notice of the impounding to the owner of the dog or other animal, if known. The Animal Control Officer or police officer shall not enter the property of the owner of an animal found running at large or the owner of an unlicensed animal unless the officer has first obtained the permission of the owner to do so or has obtained a warrant issued by a court of competent jurisdiction, as provided for in § 10.20, to search for and seize the animal. In case the owner is unknown, the officer shall post notice at the city office that if the dog or other animal is not claimed within the time specified in division (C) of this section, it will be sold or otherwise disposed of. Except as otherwise provided in this section, it shall be unlawful to kill, destroy, or otherwise cause injury to any animal, including dogs and cats running at large.

#### **§ 91.06 LIMITATION ON NUMBER OF DOGS**

(A) *Limitation.* The keeping of four (4) or more dogs on the same premises, whether owned by the same person and for whatever purpose kept, shall be prohibited.

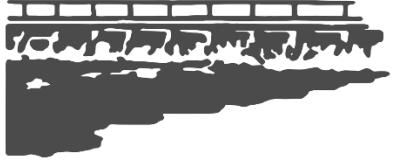
# Nuisances

## **§ 92.22 DUTIES OF CITY OFFICERS**

For purposes of §§ 92.22 and 92.23, the Police Department, or Sheriff, or person designated by the City Council under § 10.20, if the city has at the time no Police Department, may enforce the provisions relating to nuisances. Any peace officer or designated person shall have the power to inspect private premises and take all reasonable precautions to prevent the commission and maintenance of public nuisances. Except in emergency situations of imminent danger to human life and safety, no police officer or designated person shall enter private property for the purpose of inspecting or preventing public nuisances without the permission of the owner, resident, or other person in control of the property, unless the officer or person designated has obtained a warrant or order from a court of competent jurisdiction authorizing the entry, as provided in § 10.20.

## **§ 92.18 PUBLIC NUISANCES AFFECTING PEACE AND SAFETY**

- (G) No person shall participate in any party or other gathering of people giving rise to noise, unreasonably disturbing the peace, quiet, or repose of another person. When a police officer determines that a gathering is creating such a noise disturbance, the officer may order all persons present, other than the owner or tenant of the premises where the disturbance is occurring, to disperse immediately. No person shall refuse to leave after being ordered by a police officer to do so. Every owner or tenant of the premises who has knowledge of the disturbance shall make every reasonable effort to see that the disturbance is stopped;



# **AGENDA MEMO**

**Agenda Item:** Master Fee

---

**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Master Fee – Adopt 2026 Master Fee Schedule

**Action Requested:** Motion to approve Ordinance 2026-1 Master Fee Schedule with Exhibit A, including redline changes.

**Staff Recommends:** Approve

**Committee Recommends:**

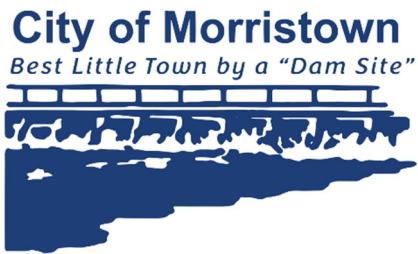
**Attachments:** Ordinance 2026-1 Master Fee Schedule  
Exhibit A

---

**Previous Council Action:** At the work session on 10/29/2025, City Council discussed the Master Fee Schedule.

---

**Overview:** Master Fee Schedule shows the changes from 2025 to 2026 in red.



## **ORDINANCE NO. 2026-1**

### **AN ORDINANCE ESTABLISHING A MASTER FEE SCHEDULE FOR THE CITY OF MORRISTOWN, EFFECTIVE JANUARY 5, 2026**

THE COUNCIL OF THE CITY OF MORRISTOWN ORDAINS:

Section 1. Pursuant to Minnesota Law and the Ordinances of the City of Morristown, and upon a review of a study conducted by the City Council, a fee schedule for City services and licensing is hereby adopted, by an affirmative vote of a majority of the City Council members present.

#### **Master Fee Schedule**

- (a) The Ordinances of the City of Morristown establishes that certain fees be set from time to time by the City Council.
- (b) City Council has reviewed the current Master Fee Schedule for the City of Morristown and is hereby recommending changes to the Master Fee Schedule, hereto attached as Exhibit A, be adopted.
- (c) Upon consideration and review of the City Council, the Master Fee Schedule, hereto attached as Exhibit A, is hereby adopted and becomes effective January 5, 2026.

Section 2. This Ordinance shall be in full force and effective upon passage and after publication.

Passed and adopted this 5<sup>th</sup> day of January, 2026,  
with the following vote: Aye \_\_\_\_; No \_\_\_\_; Absent \_\_\_\_.

ATTEST:

\_\_\_\_\_  
Mayor, Tim Flaten

\_\_\_\_\_  
City Clerk/Treasurer, Cassie Eldeen

# City of Morristown

Best Little Town by a "Dam Site"



## EXHIBIT A

# 2026 Master Fee Schedule

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## SALARIES

### City Council

<b>Mayor</b>	Annually	\$1,000	§ 31.15
	Per special meeting	\$25	§ 31.15
<b>City Council</b>	Annually	\$925	§ 31.15
	Per special meeting	\$25	§ 31.15

### Election Judges

Election Judges	Per hour	\$15
-----------------	----------	------

### Zoning Board

<b>Board Members</b>	Per meeting	\$25
<b>Zoning Administrator</b>	Per permit opened	\$35
	Per permit closed	\$35
	Per meeting	\$25

### Fire Department

<b>Fire Call Pay</b>	Per meeting or training	\$15
	Per meeting outside of department	\$15
	Per hour for every hour started	\$15

### Appointed Officials

Fire Chief ( <i>one position</i> )	Annually	\$2,400
Assistant Fire Chief ( <i>one position</i> )	Annually	\$1,000
Training Officer ( <i>one position</i> )	Annually	\$1,200
Secretary ( <i>one position</i> )	Annually	\$450
Captain ( <i>four positions</i> )	Annually	\$600
Board of Director Member ( <i>two positions</i> )	Annually	\$250

## RATES

### Fire Protection Services

#### Fire Call Rate (*Pumper and 2 tankers, if needed*)

1st hour	\$1,000
2nd hour	\$900
3rd hour	\$800
4th hour	\$700
5th hour	\$600
6th hour and thereafter	\$500

#### Grass Fires

*Billed according to Fire Call Rate*

§ 32.04 (B)

§ 32.04 (B)

Determined by Mutual Aid agreement

§ 32.06

#### Mutual Aid Calls

1st incident	\$0
2nd and 3rd incident	\$100
4th and 5 <sup>th</sup> incident	\$300
6 or more incidents	\$500

#### False Alarm

Each	At cost
Each	At cost
Each	At cost

#### Miscellaneous

Fire Blanket	
Fire Extinguisher	
Foam	

Each	At cost
Each	At cost
Each	At cost

### Fines

#### Administrative Fines

1st offense	\$100
2nd offense	\$200
3rd offense	\$400
4th offense	\$800

### Miscellaneous

#### Assessment Search Fee

Per search \$30

#### City Code of Ordinances Book Copy

Per book \$25

#### Audit and Budget Reports

Per report \$25

#### Copies

Per sheet \$0.25

## LICENSES

### Animals

<b>Dog Tag</b>	One-time	\$10	§ 91.02
<b>Dangerous Animal Registration</b>	One-time	\$1,000	§ 91.11
<b>Dog Impound Fee</b>	Initial, per occurrence	\$25	
	Per day	\$25	
<b>Chicken Fee</b> ( <i>licensing period January 1-December 31</i> )	Annually	\$25	§ 91.20

### Traffic

<b>Golf Cart License</b> ( <i>licensing period April 1-March 31</i> )	Annually	\$25	§ 70.02
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### Licenses

<b>Cigarette / Tobacco License</b>	Annually	\$100	§ 112
<b>Liquor License</b>			
On-Sale	Annually	\$1,900	§ 110
Off-Sale	Annually	\$200	§ 110
Sunday	Annually	\$200	§ 110
Club On-Sale	Annually	\$1,900	§ 110
On-Sale, Non-Intoxicating	Annually	\$50	§ 110
Temporary License	Per day	\$50	§ 110
<b>Peddler/Solicitor License</b> ( <i>Mayor to approve</i> )	Single per day	\$25	§ 115
	Yearly	\$150	§ 115
Group – 2 or more, daily		\$50	§ 115
Group – 2 or more, yearly		\$300	§ 115

## PERMITS

### General

<b>*Permit Extension</b>	Minimum charge	\$50
<b>Conditional Use Hearing, Public Hearing, or Special Meetings</b>	Per occurrence	\$250
<b>Work Without a Permit Fine</b>	Double the permit fee	§ 152.318(E)(1)
	Triple the permit fee	§ 152.318(E)(1)

*\*After expiration of the initial extension period, the extension fee will double for each extension thereafter up to the discretion of the zoning board to review on a case-by-case basis. All permit extensions need to go through the Zoning Board before being approved.*

### Water

<b>Fire Hydrant Connection</b>	Per connection	\$20	§ 51.08 (A)
<b>Air Conditioning Systems</b> (hooked to public water system)	Per connection	\$0	§ 51.07 (B)
<b>Disconnection Permit</b>	Per connection	\$0	§ 51.29
<b>Connection Permit</b>	Per connection	\$30	§ 51.33 (A)

### Sewer

<b>Private Wastewater Disposal System Permit</b>	Per connection	\$0	§ 50.036 (A)
<b>Building Sewer Permit</b>			§ 50.056 (A)
Residential and Commercial	Per connection	\$30	§ 50.056 (C)
Industrial	Per connection	\$30	§ 50.056 (C)

### Right-of-Way

<b>Right-of-Way Permit</b>	Per application	\$50
<b>User Registration Fee</b>	One-time	\$40
<b>Small Wireless Facility Permit</b>	Per application	\$40
<b>Delay Penalty</b>	Per day	\$25
<b>Work Without a Permit Fee</b>	Double the normal fees	§ 53.21(B)
<b>Excavation Permit Fee</b>	Per application	\$40
	Per linear foot	\$0.35
<b>Obstruction Permit Fee</b>	Initial day	\$40
	Each additional day	\$2
<b>Right-of-Way Permit Extension</b>	Initial day	\$25
	Each additional day	\$10
<b>Restoration Reimbursement</b>	Not to exceed, per occurrence	\$2,000

### Building and Zoning Permits

<b>Produce Stand</b> (permitting period June 15 - October 31)	Per application	\$0
<b>Utility Shed</b> (144 square feet or less) (valid for 3 months)	Per application	\$100
<b>Fence</b> (valid for 3 months)	Per application	\$100
<b>Deck</b> (valid for 3 months)	Per application	\$100
<b>Sign</b> (valid for 3 months)	Per application	\$100
<b>Structure Moving</b>	Per application	\$0
<b>*New Construction, Garages, Additions</b>	Per square foot	\$0.25
	Minimum	\$150
<b>Mobile Home</b>		
Single Wide	Per application	\$350
Double Wide	Per application	\$500
<b>Siding and/or Windows</b>	Per application	\$50
<b>Roof</b> (valid for 6 months)	Per application	\$50
<b>Solar Panels</b> , Residential	Per application	\$100
<b>Demolition</b> (valid for 60 days, Extension fee applies)	Per structure	\$0

<b>Grading</b>	Per application	\$25
<b>Mobile Home Park Specific -Permits</b>		
Private Sidewalks	Per application	\$0
Private Roads	Per application	\$0
Moving Permit	Per application	\$0

*\*All new construction needs to go through the Zoning Board before being approved.*

## RENTALS

### General

<b>Event Security</b>	Per event	\$200
<b>Damage Deposit</b> (based on number of invites)	1-50 people	\$100
	51-100 people	\$250
	101-868 people	\$500
<b>Set-up &amp; Take-down</b>	Per table	\$0.55
	Per chair	\$0.35

### Great Hall

#### Whole Hall Rent

Friday, Saturday		\$1000
	If booked within 60 days	\$500
Sunday	If booked within 30 days	\$250
		\$500
Monday-Thursday	If booked within 60 days	\$250
	If booked within 30 days	\$125
		\$300
	If booked within 60 days	\$150
	If booked within 30 days	\$75

#### Half Hall Rent

Friday, Saturday		\$650
	If booked within 60 days	\$150
Sunday		\$200
	If booked within 60 days	\$70
Monday-Thursday		\$100
	If booked within 60 days	\$50

#### School Events Rent

#### Bar Rental

#### Bar Rental Damage Deposit

#### 501(c)(3) Events

Flat rate	\$250
Per day	\$200
Per day	\$250
Per day	50% off the full rate

### Government Room

Rent	Per day	\$40
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### Park Shelter

Rent	Per day	\$40
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### Community Center Sign

Rental	Per month	\$25
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<b>Sign Change</b>	Per change	\$10
<b>Set-up Fee</b>	Per slide	\$10

## UTILITY BILLING

### General

<b>Late Fee</b>	Per month	\$35
<b>Non-sufficient Funds Fee (NSF)</b>	Per occurrence	\$40
<b>Reconnection Fee for Nonpayment</b>	Per occurrence	\$50

### Water

<b>Meter – Main</b>	Base charge, per month	\$11.14	
	Per 1,000 gallons of water used		
		\$4.09	
	Purchase amount	\$0	
<b>Meter – Water Only</b>	Base charge, per month	\$0	
	Per 1,000 gallons of water used		
		\$3.88	
	Purchase amount	At cost	
<b>Flat Rates</b>			
	Residential	Per month water bill total	\$14.79
	Commercial	Per month water bill total	\$22.67
<b>Bulk Water</b>		Per gallon	\$0.01
		Minimum	\$30
<b>Water Access Fee (WAC)</b>		Per connection	\$1,350
<b>MN Test Fee</b>		Per connection/per year	\$15.22
			MN 144.3831

### Sewer

<b>Meter – Main</b>	Base charge, per month		
	Per 1,000 gallons of water used	\$34.62	
<b>Morristown School</b>	Base charge, per month	\$9.34	
<b>Flat Rates</b>			
	Residential	Per month sewer bill total	61.30
	Commercial	Per month sewer bill total	55.23
<b>Sewer Access Fee (WAC)</b>		Per connection	\$1,350

### Garbage

<b>Residential</b> (recycling bin & 96, 64, or 48 gallon garbage can)	Per month	
		\$19.42
<b>Mobile Home Park</b>	Per month	
		\$20.30



# **AGENDA MEMO**

**Agenda Item:** Resolution 2026-1

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Resolution 2026-1 – Resolution 2026-1 Approving Publication of Ordinance by Title and Summary

**Action Requested:** Motion to approve Resolution 2026-1 Approving Publication of Ordinance by Title and Summary.

**Staff Recommends:** Approve

**Committee Recommends:**

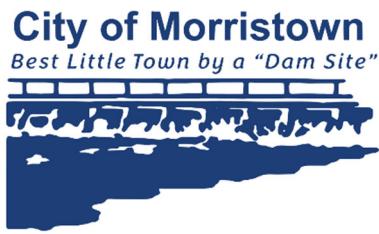
**Attachments:** Resolution 2026-1 Approving Publication of Ordinance by Title and Summary

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**Previous Council Action:**

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**Overview:**



**RESOLUTION NO. 2026-1**  
**CITY OF MORRISTOWN, RICE COUNTY, MINNESOTA**

**A RESOLUTION APPROVING PUBLICATION OF ORDINANCE BY TITLE AND SUMMARY**

WHEREAS, on January 5, 2026, the City Council of the City of Morristown adopted an ordinance entitled, "AN ORDINANCE ESTABLISHING A MASTER FEE SCHEDULE FOR THE CITY OF MORRISTOWN, EFFECTIVE JANUARY 5, 2026"; and

WHEREAS, the Ordinance, together with the attached Master Fee Schedule, exceeds one page in length; and

WHEREAS, Minnesota Statutes Section 412.191, Subdivision 4 allows publication by title and summary in the case of lengthy ordinances; and

WHEREAS, the City Council believes that the following summary would clearly inform the public of the intent and effect of the Ordinance,

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF MORRISTOWN:

1. The City Council of the City of Morristown has adopted an ordinance entitled, "AN ORDINANCE ESTABLISHING A MASTER FEE SCHEDULE FOR THE CITY OF MORRISTOWN, EFFECTIVE JANUARY 5, 2026."
2. The following summary clearly informs the public of the intent and effect of the Ordinance:

**"AN ORDINANCE ESTABLISHING A MASTER FEE SCHEDULE FOR THE CITY OF MORRISTOWN, EFFECTIVE JANUARY 5, 2026**

The Morristown City Council has passed an ordinance amending the city's Master Fee Schedule. Said changes to the Master Fee Schedule shall be effective January 5, 2026.

This is a summary of the Ordinance. A full text of this ordinance is available for public inspection at the Morristown City Hall during regular office hours."

3. The City Clerk is directed to publish this summary in lieu of publication of the entire ordinance.
4. The City Clerk is directed to post a copy of the entire text of the Ordinance on the City bulletin board at Morristown City Hall for a period of not less than thirty (30) days. In addition, a printed copy of the Ordinance shall be made available for inspection by any person during regular office hours at the Morristown City Hall.

Adopted by the Morristown City Council on this 5th day of January, 2026.

Number of Ayes: \_\_\_\_\_

Number of Nayes: \_\_\_\_\_

Approved:

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Tim Flaten, Mayor

Attested:

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Cassie Eldeen, City Clerk/Treasurer



# AGENDA MEMO

**Agenda Item:** Deferred Comp

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Deferred Comp – Health Savings Plan and Deferred Compensation

**Action Requested:** Motion to implement Minnesota State Deferred Compensation Plan.

**Staff Recommends:** Approve

**Committee Recommends:**

**Attachments:**

---

**Previous Council Action:**

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**Overview:** § 352.965 MINNESOTA STATE DEFERRED COMPENSATION PLAN.

**Subdivision 1. Establishment.**

(a) The Minnesota deferred compensation plan is established. For purposes of this section, "plan" means the Minnesota deferred compensation plan, unless the context clearly indicates otherwise. The Minnesota State Retirement System shall administer the plan.

(b) The purpose of the plan is to provide a means for a public employee to contribute a portion of the employee's compensation to a tax-deferred investment account.

**Subd. 2. Right to participate in deferred compensation plan.**

(a) At the request of an employee of a political subdivision the appointing authority shall defer the payment of part of the compensation of the public officer or employee through payroll deduction.

**Subd. 3. Failure to implement plan.**

The public employer must complete implementation of the deferred compensation plan within 45 days of the request as provided in subdivision 2.

*A request has been made to implement this program. There is no cost to the city.*



# **AGENDA MEMO**

**Agenda Item:** Bonding Bill

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**To:** City Council

**From:** Ellen Judd

**Meeting Date:** 1/5/2026

**Meeting Type:** Regular Meeting

**Subject:** Bonding Bill – Future Possibilities and Funding

**Action Requested:** Discussion

**Staff Recommends:**

**Committee Recommends:**

**Attachments:**

---

**Previous Council Action:**

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**Overview:** Discussion should happen about future bonding bill rounds and what city projects Council would like included.

**Suggestions:**

- 2<sup>nd</sup> St Watermain
- Water Tower
- Water and Sewer to Dollar General