

**City of Stewartville
City Council Meeting Minutes
Stewartville City Hall
December 9, 2025**

I. PLEDGE OF ALLEGIANCE

II. CALL TO ORDER – Mayor King called the meeting to order on December 9, 2025 at 6:00 pm.

Present: King, Anderson, & Arndt

Absent: Beyer & Oeltjen

Also Present: City Administrator Schimmel, Finance Officer Grabau, Public Works Director Hale, City Engineer Obernolte, Library Director Deprey, Fire Chief Dohlman and City Clerk Roeder

III. APPROVAL OF AGENDA –

Motion by Anderson, second by Arndt to approve the agenda. Unanimously approved.

IV. APPROVAL OF COUNCIL MEETING MINUTES

Due to the absence of eligible voting members, the November 24th and December 1st meeting minutes will be brought back before the Council at its January 13, 2026 meeting.

V. FINANCE AND BUDGET –Accounts Payable

Motion by Arndt, second by Anderson to approve the accounts payable listing and to allow bills to be paid thru Dec 31st. Unanimously approved.

VI. GENERAL BUSINESS

VII. A. 2026 Budget - After the Truth In Taxation meeting, the final 2026 Budget proposal is \$13,132,004. King noted that in September, the city certified a preliminary levy of \$5,583,475 in addition to the pool referendum levy of \$139,229 and the fire hall referendum levy of \$114,580. The revised levy amount as presented in the Truth & Taxation presentation is \$5,496,187.

Motion by Arndt, second by Anderson to approve the 2026 Budget of \$13,132,004.
Unanimously approved.

Motion by Oeltjen, second by Arndt to approve Resolution 2025-22, A Resolution Approving 2025 Tax Levy Collectible in 2026. Unanimously approved.

B. GASB #54 - In 2011 Governmental Accounting Standards Board adopted GASB#54 which deals on how fund reserves are classified in governmental financial statements and reports. The following two resolutions are required as a condition of the GASB#54. #1 Committing General Fund Balances which is the method of transferring funds in and out of designated reserves that councils have set up for specific projects or purposes. #2 Committing to special revenue funds to document what funds the city has approved to be treated as special funds.

Motion by Arndt, second by Anderson to approve Resolution 2025-23, A Resolution Approving Committing General Fund Balances for Specific Purposes and Projects. Unanimously approved.

Motion by Anderson, second by Arndt to approve Resolution 2025-24, A Resolution Approving Committing Specific Revenue Sources in the Special Revenue Fund. Unanimously approved.

C. 2025 Year-End Financial Requests- King reminded Council that they had previously approved cash flow needs for the 2025 CIP water and sewer portions and recognized that Retained Earnings

would be utilized. Grabau was asking for formal approval of the use of the Enterprise Designations in Retained Earning.

Motion by Arndt, second by Anderson to approve the use of the Enterprise Designated Retained Earnings. Unanimously approved.

- D. 2026 Fee Schedule-** The Finance Committee has reviewed the proposed fees changes for 2026, as submitted by Department Heads. Grabau submitted a summary of Fee Schedule changes, which included: Call in Utility Payments, Annual Waste Haulers Fee, Adult Entertainment Annual License, Brush Site, Florence Enclosed Shelter and SYAA Building Rental & Damage Deposit, Shed & Fence Permits, Zoning (Signs), Development/Permit Fee for Zoning Certificates and Seal Coating.

Motion by Anderson, second by Arndt to approval Resolution 2025-25, A Resolution Establishing the 2026 Fees. Unanimously approved.

- E. 2026 Utility Bill Rates-** The Finance Committee has reviewed the proposed Utility Rates for 2026, as submitted by Department Heads. Grabau noted that the 3% increases for Sewer & Storm are based on the Capital Planning that was done with Mike Bubany. The following increases are proposed:

- Sewer fees:
Increase of 0.21 per unit (3% YTY)
This is a \$.42 increase on a minimum water bill for Residential or Commercial
- Storm fees:
Increase \$.0.15 per living unit/residence for Residential (3% YTY)
Increase \$40.27/acre for Commercial (.15 increase)
- Surcharge fee:
Increase \$.0.45 per bill per month, due to State of MN increase
- Refuse/Recycling fees:
Increase \$.0.07 per living unit/residence for Residential
This is a \$.14 increase on a minimum water bill for Residential
- CIP fees:
Increase \$.0.30 per bill per month
- Sidewalk fees:
Add \$1.00 per bill for Residential per month
Add \$5.00 per bill for Commercial per month

Impact on Residents Total Bill:

2	units = \$2.46
3	units = \$2.74
4	units = \$3.02
5	units = \$3.30

Motion by Arndt, second by Anderson to approve the 2026 Utility Rates. Unanimously approved.

- F. Union Contract & Non-Union Personnel Policy-** City Administrator Schimmel reported that the Personnel Committee has completed the negotiation process with Union-Local 49 Representatives, per Council budget directives. Upon approval, the Contract and Personnel Policy documents will be updated accordingly.

This includes the Council representative's recommendations for these updates of the City Organizational Chart, Pay Grade Chart, Wage Grid Chart, along with the COLA adjustments over the next three years, which continues following the 10-year average of the CPI formal (3.026% for 2026) and an overall city wage grid adjustment of 2%, 2% and 2% respectively, scheduled to

become effective in phases over the next three years to help fall within budget parameters and regional pay range equalization over the next three years of the Contract and Personnel Policy. The non-union employees will also fall under these same recommendations for those same three years. These directives would become effective January 1, 2026.

The Personnel Committee also reviewed a regional comparison on Library wage and title positions and recommended a title change for Associate to Librarian, page Tyler Smith to Aide and a one level pay grade adjustment for the Library Associate/Librarian and Library Aide positions.

The Personnel Committee also reviewed and recommended a proposed adjustment for Officer positions within the Fire Department as presented by the Fire Chief, which provides for a nominal schedule of set compensation amounts.

The Personnel Committee is recommending approval for the renewal of a three (3) year Agreement for the City's Union Contract and Personnel Policy for 2026, 2027 and 2028 for all affected city employees, including the Library and Fire Department positions as outlined above.

Motion by Anderson, second by Arndt to approve the 2026, 2027 and 2028 Union Contract and Personnel Policy and Organizational Chart Revisions as outlined above. Unanimously approved

- G. 2025 Audit-** Smith Schaefer Assoc has submitted their proposal to conduct the 2025 Year-End Financial audit and prepare the Finance Statement. The proposal was \$43,500 including expenses, \$3,000 increase from last year. It was noted that the proposal would also include work needed for the GFOA's Certificate of Achievement.

Motion by Anderson, second by Arndt to approve Smith Schaefer Assoc. for the year-end audit. Unanimously approved.

- H. 2025 Pool Yr End Pool Report-** King noted that the pool attendance was slightly higher than 2024. Revenues for 2205 were \$198,904,85, which is less than the revenue from 2024 (\$201,725). Expenses YTD were \$424,827.49. The expenses are larger this year due to the large payment of \$140,100, half of the pool resurfacing project with the remainder being paid upon completion of the project in 2025. Reserves in the pool fund were used for this project.

King noted that this report required no action.

VIII. MAYOR, STAFF AND CONSULTANT'S REPORTS

A. Mayor-

- Sympathy to the Families of: Carol Peterson, Larry Turner, Diane Harvey, Steve Van Such, Florence Drews and Loren Kapsch
- Happy Birthday Deputy Kassel!
- Don't forget to sign up for CODE RED!
- Merry Christmas and Happy New Year!

B. City Administrator-

- Bi-Weekly Report
- Thank you to our Citizens and Council for a great 2025 & Merry Christmas to all!

C. Finance Officer-

- No Report

D. Public Works Director-

- Bi-Weekly Report
- King thanked public works for the fantastic decorating they've done for Christmas

E. City Engineer-

- No Report

F. Library Director –

- Monthly Report
- Received a grant in the amount of \$133,000.00 for a solar project on the new addition.

G. Fire Chief –

- Monthly Report and noted 688 calls from January thru November.

H. Pool Director –

- No Report

IX. COMMITTEE, COMMISSIONS AND BOARD REPORTS

A. Chamber of Commerce: No Report

B. EDA/HRA: No Report

C. Finance: No Report

D. Library: No Report

E. Park Board: No Report

F. Personnel: Minutes of Nov 18th

G. Planning & Zoning: No Report

H. Public Safety/Safety: November Calls for Service, 6th Grade DARE Graduation & Stewartville Fire is featured in the Olmsted County Sheriff's Dept Christmas video.

I. Public Works: No Report

J. RAEDI: Minutes of Sept 22nd & Communities Council Work Plan

K. ROCOG: Minutes of October 22nd

L. Transit Advisory Committee: No Report

X. COMMUNICATIONS - None

XI. RECOGNITION OF GUEST(S) OPEN MIC

XII. ADJOURN –

Motion by Anderson, second by Arndt to adjourn. Unanimously approved.

Respectfully submitted,

Cheryl Roeder
City Clerk