



Mayor Jody Bjornson  
Council Member Durwin Tomperi  
Council Member Keith Waaraniemi  
Council Member Mike Netland  
Council Member Bill Hodge

**City of Menahga  
Special/Work Session Meeting  
Monday, November 24, 2025  
6:00 pm**

City Council Chambers  
115 2<sup>nd</sup> Street NE  
Menahga MN 56464

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

[www.youtube.com/@CityofMenahga](https://www.youtube.com/@CityofMenahga)

Some members of the Council may participate remotely.

## **Agenda**

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Department Reports
  - Greenwood Connections – Laura Ahlf
    1. Monthly Report
    2. Donations
  - Park/Beach/Mowing/Building Maintenance – Bryan Soukup
    1. Monthly Report
  - Public Works/Streets – Ron Yliniemi
    1. Monthly Report
    2. Project update [Tentative Chris Thornson]
  - Police – Amy Lane
    1. Monthly Report
  - Fire Department – Terry Bertuunen
    1. Monthly Report
    2. Fee Schedule Update
    3. New fans request

- Liquor Store – Heather Shepersky
  1. Monthly Report
- Administration –
  1. Administrative Report – Pledge Report
  2. Informational – TNT
  3. Information – Staff exploring new printer service
  4. MPFL Policy
  5. Update to Water Disconnect Policy
  6. Designate Polling Place – 2026

5. Consideration of Bills

1. Batch #103125Pay
2. Batch #111025EFT

6. Closed Session: Labor Negotiations Feedback and Report

The City Council will meet in closed session pursuant to Minnesota Statutes §13D.03, Subdivision 1(b), to discuss labor negotiation strategies related to the LELS and prepare strategy for Teamsters. The purpose of the closed session is to review and consider proposals and strategy for the City's position in ongoing collective bargaining negotiations.

7. Meeting Adjournment

**REMINDER:**

- **Planning and Zoning Meeting December 4, 2025 at 5:00 pm**
- **Truth in Taxation December 8<sup>th</sup>, 2025 at 6:00 pm**
- **Regular City Council Meeting December 8, 2025 at 6:00 pm**

Comments from visitors must be informational in nature and not exceed five (5) minutes per issue. The City Council cannot engage in a discussion or debate in those five minutes but will take the information and find answers if that is appropriate. As part of the City Council protocol, it is unacceptable for any speaker to slander or engage in character assassination at a public council meeting.

Anyone wishing to speak must be recognized by the presiding officer.

We ask that once the meeting is over, everyone leave the building so it may be locked.

CITY OF MENAHGA, MINNESOTA

**Resolution No. 2025-35**

**A RESOLUTION ACCEPTING DONATIONS**

**WHEREAS**, the City of Menahga gratefully acknowledges the following donation in support of Greenwood Connection equities:

- **\$2675 from a GWC resident designated for Woodside Manner**
- **\$165 from a GWC resident designated for GWC Activities**

**WHEREAS**, these contributions help support Greenwood Connection and the overall wellbeing of the City of Menahga;

**NOW, THEREFORE, BE IT RESOLVED** by the **City Council of the City of Menahga, Minnesota**, that the donations described above is hereby accepted with sincere appreciation.

Adopted this the 24<sup>th</sup> day of November 2025.

\_\_\_\_\_  
Jody Bjornson, Mayor

\_\_\_\_\_  
Brett Gagnonpalick, City Clerk/Treasurer

## Departmental Work Session Report

Department: Public Works

Date: 11/24/2025

	Comments	Next Steps/Due Date(s)
<b>Informational</b>	<ul style="list-style-type: none"><li>• Update on behind the wheel training for Julien.</li><li>• Pier turned sideways for winter.</li><li>• Christmas reefs to be put up December 1<sup>st</sup>.</li><li>• Any more discussions?</li><li>• Update on fluoride.</li></ul>	
<b>Financial</b>	<ul style="list-style-type: none"><li>•</li></ul>	
<b>Ongoing Items/Status Updates</b>	<ul style="list-style-type: none"><li>•</li></ul>	
<b>Action Items</b>	<ul style="list-style-type: none"><li>•</li></ul>	
<b>Other</b>		



# MENAHGA Police Department

115 2<sup>ND</sup> Street NE  
Menahga, MN 56464  
PH:218.564.4516

## City Council Monthly Reporting November 6, 2025 – November 19, 2025

**Total Calls: 71**

Time	11:31:36AM	Agency	Menahga Police						
Report	CFS03	Dates	11/06/2025	Thru	11/19/2025				
Activity	Sun	Mon	Tue	Wed	Thur	Fri	Sat	Total	
Agency: MPD Menahga Police	-----								
01021 Call By Phone	1	1	1	1	2	0	1	7	
01038 Traffic Stop	4	0	1	0	3	6	1	15	
01050 Accident-Property Damage	0	0	1	0	0	0	0	1	
01057 Intoxicated Person	1	0	0	0	0	1	0	2	
01074 Theft Complaint	0	1	2	0	0	1	0	4	
01076 See Complaint	0	0	1	0	0	0	0	1	
01078 Ambulance Run (LE)	0	0	3	0	0	0	0	3	
01081 Alarm	0	1	0	0	0	0	0	1	
ASSIS Assist Other Agency	1	3	0	0	0	0	0	4	
CHILD Child Welfare	0	1	0	0	0	0	0	1	
DOG Dog/Animal Complaint	0	0	0	1	1	0	0	2	
DRIVE Driving/Parking Complaint	1	0	2	0	1	0	0	4	
MOTOR Motorist Assist	0	1	0	1	0	0	0	2	
OTHER Other Calls	0	0	1	0	0	0	0	1	
Speci Special Service Detail	0	2	1	1	0	0	0	4	
SUSPI Suspicious Activity	0	1	0	0	0	0	0	1	
TRAFF Traffic Control	0	4	4	3	3	2	0	16	
WELFA Welfare Check	1	0	0	0	0	0	0	1	
Menahga Police Agency Total		9	15	17	7	10	10	3	71
<b>Total</b>		<b>9</b>	<b>15</b>	<b>17</b>	<b>7</b>	<b>10</b>	<b>10</b>	<b>3</b>	<b>71</b>

**Citations/Other:**

- STATE CITATIONS: (1) Theft
- ADMIN CITATIONS: (2) Speed, (2) Stop Sign
- LONG FORM COMPLAINTS: 1<sup>st</sup> Degree Damage to Property

**Squad Cars**

2020 Chevrolet Tahoe  
Officer White  
Mileage: 66,482

2018 Ford Explorer  
Chief A. Lane  
Mileage: 92,245

2016 Ford Explorer  
Officer Huotari  
Mileage: 58,399

**Miscellaneous Information:**

-Transmission is out of the 2016 Ford Explorer again. Thankfully covered under warranty. New transmission arrived 11/19/2025 and will be installed soon.

# City of Menahga Fee Schedule

Cemetery	
Cemetery Lot	\$ 300.00
Cemetery Lot Transfer	\$ 15.00
Election Fees	
Candidate Filing Fee	\$ 2.00
Fire Fighter Services - Non Contract	
Mobilization (base charge)	\$ 500.00
Additional Fire Call Time - per hour	\$ 300.00
Fire Engine 4855 - per hour, up to 4 personnel	\$ 275.00
Pump Tender 4861 - per hour, includes 1 person	\$ 230.00
Tender 4860 - per hour, includes 1 person	\$ 230.00
Pump/Tender 4862 - per hour, includes 1 person	\$ 230.00
Additional Tank - per day	\$ 25.00
EQ Can 4875 - per hour, includes 1 person	\$ 100.00
4871, 4872 - per hour, includes 1 person	\$ 125.00
ATV/UTV 4873, 4874 - per hour, includes 1 person	\$ 60.00
Special Detail Call - per person, per hour	\$ 20.00
Cost of City Water - to be determined	
Land Use Permits	
New Residential Structure:	
0 to 1500 sq ft	\$ 200.00
Over 1501 sq ft	\$ 300.00
New Commercial Structure:	
0 to 1500 sq ft	\$ 400.00
Over 1501 sq ft	\$ 500.00
Accessory Structure(s) & Existing Residential and Commercial Expansions:	
0 to 200 sq ft - Must register with City, subject to 5' setback from side & rear	No Charge
201 to 800 sq ft	\$ 75.00
Over 801 sq ft	\$ 100.00
Miscellaneous:	
Variance	\$ 300.00
Conditions Use Permit/Interim Use Permit	\$ 300.00
Rezone	\$ 300.00
Fence	\$ 50.00
Boundary Line Adjustment	\$ 100.00
Minor Subdivision (lot split(s) resulting in 3 or less new parcels with certificate of survey)	\$ 100.00
Subdivision & Platting	\$ 500.00
Permit after the fact (double the original permit fee)	
Demolition Permit	\$ 50.00
Zoning Review:	
Construction & Land Use Permit Review	\$ 50.00
Extra Site Visit/Inspection	\$ 50.00

- 750.00  
 - 750.00  
 - 335.00  
 - 240.00  
 - 240.00  
 - 240.00  
 - 35.00  
 - 125.00  
 160 w/ 2 people  
 45.00 w/ 2 people  
 35.00



## GRAND FORKS FIRE EQUIPMENT

MAKO AIR COMPRESSOR BID FOR: Menahga Fire Department

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### TEMPEST BATTERY FANS

**2 – TEMPEST 910-1870A FANS WITH MILWAUKEE BATTERIES A AND A 2 BAY CHARGER** **\$8,600.00**

**\*\* Shipping is included in the fan at your hall**

**\*\*Actual Shipping will be charged for fan #2**

**Total for above** **\$8,600.00**

# Council Action Request Form



**CITY OF MENAHGA**  
*"The Gateway to the Pines"*

115 2nd St NE - PO Box C  
 Menahga, MN 56464  
 218-564-4557  
 www.cityofmenahga.com

### Action Requested

<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Informational Item <input type="checkbox"/> Consent Agenda Items	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other _____
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**Regarding:** Fire Department Fan Request

**Date of Meeting:** 10 Nov 2025      **Total time requested:**

**Department Requesting Action:** Admin

**Presenting at Meeting:**

**Background**  Supporting Documentation Enclosed

The Fire Department would like to capitalize on an opportunity to acquire 2 – TEMPEST 910-1870A FANS WITH MILWAUKEE BATTERIES A \$8,600.00 AND A 2 BAY CHARGER

\*\* Shipping is included in the fan at your hall

\*\*Actual Shipping will be charged for fan #2

**Options**  Supporting Documentation Enclosed

**Recommendations**  The Menahga City Council approves the following by Motion:

To approve the Fire Department to purchase two Tempest 910-1870A Fans for \$8600.00.

<b>Financial Implications:</b> \$	Comments
Funding Source: Fire Equipment Fund	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Opposed
Motion:	<input type="checkbox"/> Bjornson	<input type="checkbox"/> Bjornson
Second:	<input type="checkbox"/> Tomperi	<input type="checkbox"/> Tomperi
<input type="checkbox"/> Passed	<input type="checkbox"/> Waaraniemi	<input type="checkbox"/> Waaraniemi
<input type="checkbox"/> Failed	<input type="checkbox"/> Netland	<input type="checkbox"/> Netland
<input type="checkbox"/> Tabled	<input type="checkbox"/> Hodge	<input type="checkbox"/> Hodge

**Signatures**

Investment Portfolio Pledged Securities  
 COMMUNITY FIRST BANK  
 MENAHPGA, MN

InTrader (pledged )  
 Last : 09/30/2025  
 As-of: 10/31/2025  
 1587 100792

Sec ID	Ticket	Security Description Line 1	Security Description Line 2	Safetkeeping Agent	Rate	Maturity	Grp	Original Face S & P	Par/Curr Face Moody	Priced Pledged	Book Value Market Value
<b>PLEGDED TO: 149 CITY OF MENAHPGA</b>											
91282CBH3	UBB 154022551	US TREASURY NOTE		UNITED BANKERS BANK	.375	01/31/2026	010	200,000.00 AA+	200,000.00 Aa1	10/29/2025	199,642.89
91282CBW0	UBB 154021579	US TREASURY NOTE		UNITED BANKERS BANK	.75	04/30/2026	010	200,000.00 AA+	200,000.00 Aa1	10/29/2025	198,236.98
91282CBW0	UBB 154021579	US TREASURY NOTE		UNITED BANKERS BANK	.75	04/30/2026	010	25,000.00 AA+	25,000.00 Aa1	10/29/2025	200,009.82
91282CBW0	UBB 154021579	US TREASURY NOTE		UNITED BANKERS BANK	.75	04/30/2026	010	25,000.00 AA+	25,000.00 Aa1	10/29/2025	196,950.00
91282CBZ3	UBB 154025135	US TREASURY NOTE		UNITED BANKERS BANK	.75	04/30/2026	010	50,000.00 AA+	50,000.00 Aa1	10/29/2025	25,001.23
91282CBZ3	UBB 154025135	US TREASURY NOTE		UNITED BANKERS BANK	.75	04/30/2026	010	50,000.00 AA+	50,000.00 Aa1	10/29/2025	24,618.75
91282CBZ3	UBB 154025135	US TREASURY NOTE		UNITED BANKERS BANK	1.25	04/30/2028	010	100,000.00 AA+	100,000.00 Aa1	10/29/2025	50,002.45
91282CBZ3	UBB 154025135	US TREASURY NOTE		UNITED BANKERS BANK	1.25	04/30/2028	010	100,000.00 AA+	100,000.00 Aa1	10/29/2025	49,237.50
91282CKT7	UBB 154025532	US TREASURY NOTE		UNITED BANKERS BANK	1.25	04/30/2028	010	210,000.00 AA+	210,000.00 Aa1	10/29/2025	93,302.60
3130APCH6	UBB 154023004	FED HOME LOAN BANK		UNITED BANKERS BANK	4.5	05/31/2029	010	50,000.00 AA+	50,000.00 Aa1	10/29/2025	94,445.31
3133ELXD1	UBB 154025530	FED FARM CREDIT BANK		UNITED BANKERS BANK	1.44	04/22/2030	100	475,000.00 Aa1	475,000.00 Aa1	10/29/2025	195,935.47
3133EMNV0	UBB 154020839	FED FARM CREDIT BANK		UNITED BANKERS BANK	.6	01/27/2027	100	100,000.00 AA+	100,000.00 Aa1	09/08/2021	198,335.16
015131NV3	UBB 154019928	ALEXANDRIA MN ISD 206 GO		UNITED BANKERS BANK	2	02/01/2027	200	195,000.00 NR	195,000.00 Aa1	10/29/2025	46,651.30
085825EE3	UBB 154019742	BERTHA-HEWITT MN ISD 786 GO		UNITED BANKERS BANK	2	02/01/2032	200	325,000.00 NR	325,000.00 Aa1	10/29/2025	47,222.66
113835T93	UBB 154020444	BROOKLYN CENTER MN GO		UNITED BANKERS BANK	2	02/01/2027	200	300,000.00 AA	300,000.00 Aa1	10/29/2025	507,068.06
459470ED8	UBB 154019588	INTERNATIONAL FALLS MN GO		UNITED BANKERS BANK	2	02/01/2026	200	270,000.00 NR	270,000.00 Aa1	10/29/2025	514,472.66
500499BM9	UBB 154023101	KOOCHICING CNTY MN ISD GO		UNITED BANKERS BANK	3	02/01/2028	200	100,000.00 Aa1	100,000.00 Aa1	01/19/2024	423,945.01
500499BM9	UBB 154023101	KOOCHICING CNTY MN ISD GO		UNITED BANKERS BANK	3	02/01/2028	200	100,000.00 Aa1	100,000.00 Aa1	01/19/2024	419,742.45
515534DQ5	UBB 154017462	LANESBORO MN ISD 229-A GO		UNITED BANKERS BANK	3	02/01/2028	200	415,000.00 NR	415,000.00 Aa1	08/28/2023	423,817.17
5371057S1	UBB 154019847	LITTLE FALLS MN GO		UNITED BANKERS BANK	1.25	02/01/2030	200	175,000.00 A	175,000.00 NR	11/08/2023	428,880.79
557820HH3	UBB 154020787	MADISON MN GO		UNITED BANKERS BANK	1.15	01/01/2032	200	240,000.00 A-	240,000.00 NR	12/22/2023	100,000.00



**Investment Portfolio Pledged Securities**  
 COMMUNITY FIRST BANK  
 MENA HGA, MN

InTrader (pledged )  
 Last : 09/30/2025  
 As-of: 10/31/2025  
 1587 100792

Sec ID	Ticket	Security Description Line 1	Security Description Line 2	Rate	Safetkeeping Agent	Maturity	Grp	Original Face S & P	Par/Curr Face Moody	Priced Pledged	Book Value	Market Value
586328JH0	154020288	MENAHGA MN GO	NON CALLABLE	1	UNITED BANKERS BANK	02/01/2026	200	155,000.00 NR	155,000.00 NR	10/29/2025	155,077.18	
586328J16	154020289	MENAHGA MN GO	NON CALLABLE	1	UNITED BANKERS BANK	02/01/2027	200	155,000.00 NR	155,000.00 NR	10/29/2025	153,426.75	
586328JK3	154020290	MENAHGA MN GO	NON CALLABLE	1.1	UNITED BANKERS BANK	02/01/2028	200	65,000.00 NR	65,000.00 NR	10/29/2025	147,947.50	
586328JK3	154020290	MENAHGA MN GO	NON CALLABLE	1.1	UNITED BANKERS BANK	02/01/2028	200	90,000.00 NR	90,000.00 NR	10/29/2025	60,185.45	
586328JL1	154020291	MENAHGA MN GO	NON CALLABLE	1.2	UNITED BANKERS BANK	02/01/2029	200	100,000.00 NR	100,000.00 NR	10/29/2025	83,333.70	
586328JL1	154020291	MENAHGA MN GO	NON CALLABLE	1.2	UNITED BANKERS BANK	02/01/2029	200	25,000.00 NR	25,000.00 NR	10/29/2025	100,167.00	
586328JL1	154020291	MENAHGA MN GO	NON CALLABLE	1.2	UNITED BANKERS BANK	02/01/2029	200	30,000.00 NR	30,000.00 NR	10/29/2025	22,541.75	
586328JL1	154020291	MENAHGA MN GO	NON CALLABLE	1.2	UNITED BANKERS BANK	02/01/2029	200	30,000.00 NR	30,000.00 NR	10/29/2025	27,050.10	
612697SS2	154014173	MONTVIDEO MN GO	CONT CALLABLE 02/01/25	2.3	UNITED BANKERS BANK	02/01/2031	200	100,000.00 AA-	100,000.00 AA-	10/29/2025	100,000.00	
676564FQ3	154020353	OGILVIE MN ISD GO	NON CALLABLE	2	UNITED BANKERS BANK	02/01/2026	200	240,000.00 NR	240,000.00 NR	10/29/2025	240,807.92	
688426YN9	154019620	OSSEO MN GO	NON CALLABLE	2	UNITED BANKERS BANK	02/01/2027	200	260,000.00 AA	260,000.00 AA	10/29/2025	239,155.20	
02589AGU0	154025398	AMERICAN EXPRESS NATL BANK CD	FDIC INSURED CERT 27471	4.25	UNITED BANKERS BANK	03/05/2030	400	146,000.00	146,000.00	04/21/2025	146,000.00	
02589AGU0	154025398	AMERICAN EXPRESS NATL BANK CD	FDIC INSURED CERT 27471	4.25	UNITED BANKERS BANK	03/05/2030	400	99,000.00	99,000.00	04/21/2025	99,000.00	
05580A4U5	154024542	BMW BK NORTH AMER CD	FDIC INSURED CERT 35141	4.6	UNITED BANKERS BANK	12/08/2027	400	245,000.00	245,000.00	06/05/2024	245,000.00	
06051XCH3	154024795	BANK OF AMERICA NA CD	FDIC INSURED CERT 25178	4.8	UNITED BANKERS BANK	04/13/2026	400	110,000.00	110,000.00	08/15/2024	109,950.06	
07371AZM8	154022882	BEAL BANK CD	FDIC INSURED CERT 32574	1.9	UNITED BANKERS BANK	03/04/2026	400	45,000.00	45,000.00	11/10/2023	45,000.00	
07371CK81	154022883	BEAL BANK USA CD	FDIC INSURED CERT 57833	2.05	UNITED BANKERS BANK	03/03/2027	400	55,000.00	55,000.00	12/01/2022	55,000.00	
07371CK81	154022883	BEAL BANK USA CD	FDIC INSURED CERT 57833	2.05	UNITED BANKERS BANK	03/03/2027	400	70,000.00	70,000.00	12/01/2022	70,000.00	
23204HPY8	154024920	CUSTOMERS BANK CD	FDIC INSURED CERT 34444	4	UNITED BANKERS BANK	08/14/2028	400	245,000.00	245,000.00	08/21/2024	245,000.00	
32117BHM3	244017017	FIRST NATIONAL BK CD	FDIC INSURED CERT 4256	4.25	UNITED BANKERS BANK	03/10/2028	400	234,000.00	234,000.00	06/23/2025	234,000.00	
34520LBD4	154024849	FORBRIGHT BANK CD	FDIC INSURED CERT 57614	4.85	UNITED BANKERS BANK	06/14/2027	400	215,000.00	215,000.00	06/17/2024	215,000.00	



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 1587 100792

Sec ID	Ticket	Security Description Line 1	Security Description Line 2	Safetkeeping Rate	Agent Maturity	Grp	Original Face S & P Par/Curr Face Moody	Priced Pledged	Book Value Market Value		
39573LEL8		GREENSTATE CREDIT UNION CD		UNITED BANKERS BANK	08/29/2028	400	245,000.00	09/11/2023	245,000.00		
UBB	154024433	NCUA 60269		UNITED BANKERS BANK		400	245,000.00		245,000.00		
444425AL6		HUGHES FED CREDIT UNION CD		UNITED BANKERS BANK	01/29/2027	400	55,000.00	03/06/2024	55,000.00		
UBB	190040384	NCUA 7531		UNITED BANKERS BANK		400	55,000.00		55,000.00		
61690U5J5		MORGAN STANLEY BK NA CD		UNITED BANKERS BANK	05/04/2026	400	45,000.00	11/10/2023	45,000.00		
UBB	154024309	FDIC INSURED CERT 32992		UNITED BANKERS BANK		400	45,000.00		45,000.00		
61776NCB7		MORGAN STANLEY PVT BK CD		UNITED BANKERS BANK	08/28/2028	400	245,000.00	11/22/2024	245,000.00		
UBB	154024989	FDIC INSURED CERT 34221		UNITED BANKERS BANK		400	245,000.00		245,000.00		
66405SEW6		NORTHEAST BANK CD		UNITED BANKERS BANK	09/25/2028	400	245,000.00	11/22/2024	245,000.00		
UBB	154025033	FDIC INSURED CERT 19690		UNITED BANKERS BANK		400	245,000.00		245,000.00		
90355GJX5		UBS BK USA		UNITED BANKERS BANK	12/29/2027	400	245,000.00	02/01/2024	245,000.00		
UBB	154024573	FDIC INSURED CERT 57565		UNITED BANKERS BANK		400	245,000.00		245,000.00		
<b>TOTAL FOR PLEDGE ID 149</b>		<b>Pledged: 46</b>		<b>Orig Face: 8,174,000.00</b>		<b>Current Face: 8,174,000.00</b>		<b>Market: 7,967,750.15</b>		<b>Book: 8,122,860.81</b>	



# Minnesota Paid Leave Policy

## Purpose

This policy is established to comply with the Minnesota Paid Leave Law, which creates a public insurance program administered by the Minnesota Department of Employment and Economic Development (“DEED”), providing eligible employees with paid leave for family and medical reasons beginning January 1, 2026 (“MPL”).

**The City of Menahga participates in the State of Minnesota’s MPL program through DEED.** MPL benefits, including paid leave, job protections, and all associated rights, are administered directly by DEED. The MPL program is funded by premium contributions payable to DEED and split between employers and employees pursuant to Minn. Stat. § 268B.14, subd. 3.

## Employee Application and Eligibility

To apply for MPL benefits, **employees must apply directly through DEED** via the Minnesota Paid Leave online system.

Employee eligibility and benefit determinations are made **solely by DEED**, not by the City of Menahga.

## Employee Notification Required

Employees must provide the City of Menahga with at least thirty (30) days’ notice before MPL begins if the need for leave is foreseeable. If the leave is not foreseeable, employees must notify the City as soon as possible.

If the employee does not provide at least thirty (30) days’ notice when the need for leave is foreseeable, the employee must explain why it was not possible or practicable upon request from the City of Menahga.

Employees are also required to comply with all City of Menahga policies and procedures for requesting leave, including but not limited to Chapter 7 of the City of Menahga Personnel Policy. Employees who fail to comply may be subject to discipline, up to and including termination of employment.

## Certification and Documentation Requirements

Employees must submit any required certification or supporting documentation **directly to DEED** as part of their MPL benefits application.

Employees must also provide copies of all certification or documentation submitted to DEED to the **City Clerk/Treasurer** on the same day it is submitted to DEED.

## **Intermittent Leave**

Employees taking intermittent MPL must provide the City of Menahga with a schedule of anticipated workdays off as soon as possible. Employees taking intermittent leave must make a reasonable effort to schedule such leave.

Consistent with other forms of leave provided by the City, employees may take intermittent leave in increments of one calendar day. If eligible for intermittent leave, the City allows a maximum of 480 hours of intermittent leave in any 12-month period. After reaching the maximum amount of intermittent leave, employees may request continuous MPL, provided the continuous leave does not exceed the maximum amount permitted under state law.

## **Concurrent Leaves**

Employees taking MPL—intermittent or continuous—who are concurrently eligible for the Family and Medical Leave Act (“FMLA”) and/or pregnancy/parenting leave under Minn. Stat. § 181.941 will automatically be placed on such leave concurrently with MPL.

## **Supplemental Benefits**

Employees are permitted to use available paid leave time as supplemental income while receiving MPL benefits through DEED.

## **Health Insurance**

Employees taking MPL will continue to be covered under the City of Menahga’s group health insurance plan under the same conditions and at the same level of City contributions as if they had been continuously employed. Employees are responsible for their portion of premiums, which must be paid to the City by the end of the month via electronic payment or check.

## **MPL Fraud**

An employee is guilty of theft if they obtain or attempt to obtain MPL benefits to which they are not entitled. Providing false information to DEED and/or the City of Menahga will result in discipline, up to and including termination of employment.

# Council Action Request Form



**CITY OF MENAHGA**  
*"The Gateway to the Pines"*

115 2nd St NE - PO Box C  
 Menahga, MN 56464  
 218-564-4557  
 www.cityofmenahga.com

### Action Requested

<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Informational Item <input type="checkbox"/> Consent Agenda Items	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other _____
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**Regarding:** City Adoption of the Minnesota Paid Family Leave Policy

**Date of Meeting:** 24 Nov 2025      **Total time requested:**  
**Department Requesting Action:** Admin

**Presenting at Meeting:**  
**Background**  Supporting Documentation Enclosed

To adopt the Minnesota Paid Family Leave Policy as required by state law effective January 1, 2026. The MPFL is a statewide program established by the state of Minnesota mandating employer participation and payroll contributions to fund paid family and medical leave benefits. Adoption of this policy ensures the City remains in compliance with state requirements and positions staff to administer the program as prescribed the state.

**Options**  Supporting Documentation Enclosed

**Recommendations**  The Menahga City Council approves the following by Motion:  
 To abide by the state mandate to adopt the Minnesota Paid Family Leave policy for the City of Menahga.

<b>Financial Implications:</b> \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Opposed
Motion:	<input type="checkbox"/> Bjornson	<input type="checkbox"/> Bjornson
Second:	<input type="checkbox"/> Tomperi	<input type="checkbox"/> Tomperi
<input type="checkbox"/> Passed	<input type="checkbox"/> Waaraniemi	<input type="checkbox"/> Waaraniemi
<input type="checkbox"/> Failed	<input type="checkbox"/> Netland	<input type="checkbox"/> Netland
<input type="checkbox"/> Tabled	<input type="checkbox"/> Hodge	<input type="checkbox"/> Hodge

**Signatures**

## City of Menahga Water Disconnect Policy

11. A customer who is 60 days (2 months) past due on a water utility bill will receive a disconnect letter **with the 3<sup>rd</sup>** month billing statement.
12. Customer will have until the **last working** day of the 3<sup>rd</sup> month statement to pay the entire **past due** amount due.
13. If the entire payment is not received by the **last** day of the third month, disconnect of the utility will occur on the **second** working day of the **following** month. (Disconnects will not occur on a Friday or holiday).
14. If a customer receives a disconnect notice, and wishes to make payment arrangements, the customer must call City Hall to make the request prior to the disconnect date.
15. A disconnect and reconnect fee, as outlined in the fee schedule, will be applied to the total amount for restoring city water service.

The following payment arrangement is available.

- e. A one-month extension will be considered. If a one-month extension is granted, the payment must be received by the last day of the 4th month.
- f. Full payment will be required which includes the three months which are now past due plus the current month and any additional fees associated with the matter.

### **Disconnect payments for rental properties:**

In the case of delinquent accounts resulting in water disconnection, Minnesota State Law allows the tenant the right to pay the current charges for the most recent billing period to keep the water on. "Current charges" do not include late payment fees incurred by the landlord.

5. If two properties are serviced by a single curb stop and one of the properties is delinquent, water shall not be shut off until such a time that Public Works installs a split shut off valve.
6. A multi-unit dwelling is the sole responsibility of the landlord and may disconnect water in accordance with the above policy until payment is rendered.



## City of Menahga Water Disconnect Policy

1. A customer who is 60 days (2 months) past due on a water utility bill will receive a disconnect letter following the 3<sup>rd</sup> month billing statement.
2. Customer will have until the **10th day** of the **3<sup>rd</sup> (third) month** statement to pay the entire past due amount.
3. If the entire payment is not received by the 10th day of the **3<sup>rd</sup> (third) month**, disconnect of the utility will occur on the next working day of the **3<sup>rd</sup> (third) month**. (Disconnects will not occur on a Friday or holiday).
4. If a customer receives a disconnect notice, and wishes to make payment arrangements, the customer must call City Hall to make the request prior to the disconnect date.
5. A disconnect and reconnect fee, as outlined in the fee schedule, will be applied to the total amount for restoring city water service.

The following payment arrangement is available.

- a. A one-month extension will be considered. If a one-month extension is granted, the payment must be received by the last day of the 4th month.
- b. Full payment will be required which includes the three months which are now past due plus the current month and any additional fees associated with the matter.

### **Disconnect payments for rental properties:**

In the case of delinquent accounts resulting in water disconnection, Minnesota State Law allows the tenant the right to pay the current charges for the most recent billing period to keep the water on. "Current charges" do not include late payment fees incurred by the landlord.

1. If two properties are serviced by a single curb stop and one of the properties is delinquent, water shall not be shut off until such a time that Public Works installs a split shut off valve.
2. A multi-unit dwelling is the sole responsibility of the landlord and may disconnect water in accordance with the above policy until payment is rendered.

CITY OF MENAHGA, MINNESOTA

**Resolution No. 2025-36**

**A Resolution of the City Council of the City of Menahga, Minnesota,  
Menahga City Council Specifying 2026 Polling Place**

WHEREAS, the City of Menahga is required by Minnesota Statue 204B.16, Subd.1, to designate a polling place for the following years election.

NOW, THEREFORE BE IT resolved by the City Council of the City of Menahga that the polling place for 2026 will be the Menahga City Hall, located at 115 2<sup>nd</sup> Street NE, Menahga, MN.

Adopted by the City Council of the City of Menahga, Minnesota this the 24th day of November, 2026.

\_\_\_\_\_  
Jody Bjornson, Mayor

\_\_\_\_\_  
Brett A. Gagnonpalick City Clerk/Treasurer

# Council Action Request Form



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### Action Requested

<input checked="" type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Informational Item <input type="checkbox"/> Consent Agenda Items	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other _____
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**Regarding:** Bills

**Date of Meeting:** 24 Nov 2025      **Total time requested:**

**Department Requesting Action:** Administration

**Presenting at Meeting:**

**Background**  Supporting Documentation Enclosed

The invoice copies were sent to the City Council for the following batches:

1. Batch #103125PAY - \$23,514.10
2. Batch #111025EFT - \$46,987.61

Total: \$70,501.71

**Options**  Supporting Documentation Enclosed

**Recommendations**  The Menahga City Council approves the following by Motion:

To approve the listed check and EFT batches for the total amount of \$70,501.71.

<b>Financial Implications:</b> \$	Comments
Funding Source:	
Budgeted: <input type="checkbox"/> Yes <input type="checkbox"/> No	

Action	Voting in Favor	Voting Opposed
Motion:	<input type="checkbox"/> Bjornson	<input type="checkbox"/> Bjornson
Second:	<input type="checkbox"/> Tomperi	<input type="checkbox"/> Tomperi
<input type="checkbox"/> Passed	<input type="checkbox"/> Waaraniemi	<input type="checkbox"/> Waaraniemi
<input type="checkbox"/> Failed	<input type="checkbox"/> Netland	<input type="checkbox"/> Netland
<input type="checkbox"/> Tabled	<input type="checkbox"/> Hodge	<input type="checkbox"/> Hodge

**Signatures**