

**City Council Regular Meeting Agenda
Monday, January 26, 2026, 6:30 P.M.
City Council Chambers**

Mayor:
Shawn Kirby

Council Members:
Mark Huntington
Kay Nelson
Scott Schlueter
Wendy Smith
Marvin Sullivan
Pam Williams



Address:
203 South Second Street
Le Sueur, MN 56058

Phone:
(507) 665-6401
Website: www.cityoflesueur.com

REMOTE MEETING ACCESS:
https://bit.ly/lsc_260126

Councilmembers may participate
via interactive technology.

1. Call To Order
2. Pledge Of Allegiance
3. Approval Of The Agenda
4. Public Hearings
- 4.A. Public Hearing - Ordinance 618

Documents:

[PUBLIC HEARING - ORDINANCE 618 - FULL ITEM.PDF](#)

5. Consent Agenda

All items on the Consent Agenda are considered routine and have been made available to the City Council at least two (2) days in advance of the meeting. The items will be enacted in one motion. There will be no separate discussion of these items unless a council member or citizen so requests, in which event the item will be removed from this agenda and considered in normal sequence.

- 5.A. City Council Minutes 01/12/2026

Documents:

[01.12.26 CC MINUTES.PDF](#)

- 5.B. Disbursements Through January 26, 2026

Documents:

[EXPENSE APPROVAL REPORT - 1.26.2026.PDF](#)

- 5.C. Pay Application 2 - Airport Hangar

Documents:

[AIRPORT HANGAR PAY APP 2 - FULL ITEM.PDF](#)

- 5.D. Resolution R2026-005 Lawful Gambling - St. Peter Hockey Association

Documents:

[RESOLUTION R2026-005 OFF SITE GAMBLING FULL ITEM.PDF](#)

5.E. Personnel Action- Temporary Police Officer

Documents:

[PERSONNEL ACTIONS MEMO-TEMP POLICE OFFICER.PDF](#)

6. Public Comment

Public Comment provides an opportunity for the public to address the Council on items that are not on the Agenda. Comments will be limited to five (5) minutes per person. Persons wishing to make a comment must sign up in advance of the meeting on the sheet provided and identify themselves by providing a name and address.

7. City Administrator Update

8. Regular Agenda

8.A. Minor Subdivision Application - Turril And Elmwood

Documents:

[TURRIL AND ELMWOOD MINOR SUBDIVISION APPLICATION - FULL ITEM.PDF](#)

8.B. First Reading Of Ordinance 619 Miller Homes Planned Unit Development

Documents:

[ORDINANCE 619 FIRST READING - PLANNED UNIT DEVELOPMENT - FULL ITEM.PDF](#)

8.C. Resolution R2026-007 2026 Cogeneration And Small Power Production Tariff

Documents:

[2026 COGENERATION AND SMALL POWER PRODUCTION TARIFF - FULL ITEM.PDF](#)

8.D. 2025 Pay Equity Report

Documents:

[2025 PAY EQUITY REPORT - FULL ITEM.PDF](#)

8.E. Airfield Lighting Replacement - Work Order #4

Documents:

[AIRFIELD LIGHTING REPLACEMENT - WORK ORDER 4 - FULL ITEM.PDF](#)

8.F. Second And Final Reading Ordinance 618 - Amending Chapters 52 And 112 Of City Code

Documents:

[ORDINANCE 618 - WATER UTILITY CITY CODE AMENDMENTS SECOND FINAL READING - FULL ITEM.PDF](#)

8.G. Resolution R2026-006 Publication Summary For Ordinance 618

Documents:

[ORDINANCE 618 SUMMARY PUBLICATION - FULL ITEM.PDF](#)

9. Reports & Items Of Appreciation

City Council members may provide reports on meetings pertinent to the general public interest or share items of appreciation.

10. Adjourn



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Lindsey Dhaene, City Clerk

SUBJECT: Public Hearing: Ordinance 618

DATE: For the City Council Meeting of Monday, January 26th, 2026

PURPOSE

Consider opening a public hearing regarding Ordinance 618.

SUMMARY

City Council waived the First Reading of Ordinance 618, related to updates to the City's Water Utility Code, at its January 12th, 2026 meeting. Prior to consideration of a Second and Final Reading of this ordinance, a public hearing must be held. A public hearing was formally noticed for the January 26th, 2026 meeting to provide for public input on the proposed ordinance.

ACTION REQUESTED

Staff recommends the Council open a public hearing related to Ordinance 618.

Alternate Actions:

- No action / Denial: Public Hearing will not be opened unless otherwise directed by City Council.
- Modification of Recommendation: This is always an option for City Council.

A regular meeting of the City Council was held on Monday, January 12, 2026, at 6:30pm in the Council Chambers with Mayor Kirby presiding. Council Members are present: Huntington, Schlueter, Smith, and Williams. Also participating: City Administrator, Joe Roby; Public Services Director, Foster Transburg

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Approval of the Agenda:** Motion by Council Member Huntington seconded by Council Member Williams to approve the agenda as presented. Voting in favor: Huntington, Kirby, Schlueter, Smith, and Williams. Voting no: None. Motion passed 5-0.
4. **Consent Agenda:** Motion by Council Member Huntington seconded by Council Member Schlueter to approve the following consent agenda items:
 - 4A. City Council Minutes December 22, 2025
 - 4B. City Council Organizational Meeting Minutes January 5, 2026
 - 4C. Disbursements Through January 12, 2026Voting in favor: Huntington, Kirby, Schlueter, Smith, and Williams. Voting no: None. Motion passed 5-0.
5. **Public Comment**

None
6. **City Administrator Report**

Administrator Roby reminded citizens to sign up for SmartHub! RPAC met last week as well as the Planning Commission. They held a public hearing for a PUD and minor subdivision and that recommendation will be coming to the next City Council meeting. There are still openings on the Planning Commission, Charter Commission, and the HRA. Administrator Roby will be participating in the Giant Reality Challenge tomorrow at LSH. Administrator Roby finished his report by reading the statement the Chief Stier released regarding ICE presence in Le Sueur. The next meeting will be Monday, January 26th.
7. **Regular Agenda:**
 - 7A. First Reading of Ordinance 618 – Water Utility City Code Amendment

Administrator Roby presented City Council with ordinance 618 that amends chapters 52 & 112 as they pertain to water utilities. Staff and legal counsel have drafted amendments to bring local laws regarding water system integrity in line with standards and best practices. Public Services Director, Foster Transburg was present to answer any questions.

Motion by Council Member Huntington seconded by Council Member Schlueter to accept and waive the first reading of ordinance 618 as presented. Voting in favor: Huntington, Kirby, Schlueter, Smith, and Williams. Voting no: None. Motion passed 7-0.
8. **Comments/Reports/Items of Appreciation:**
 - Huntington: MRVT tomorrow.
 - Schlueter: Attended an executive board meeting yesterday for the HWY 169 Coalition and

Le Sueur, Minnesota

City Council Meeting

January 12, 2026

the final board meeting scheduled for February 26th. Planning Commission meeting on Thursday night and Region 9 full board meeting on Wednesday.

- Smith: Nothing to Report
- Williams: Attended RPAC last week and have HRA next week and today is national pharmacist day and our community is lucky to have a pharmacist in town.
- Kirby: Read a statement asking our residents to remain calm and peaceful and know that our public safety officers are here to support all our residents.

Motion by Council Member Huntington to adjourn meeting at 6:44pm.

Lindsey Dhaene
City Clerk



Council Approval Report for January 26, 2026

By Fund

Post Dates 1/13/2026 - 1/26/2026

Account Number	Vendor Name	Description (Item)	Payable Number	Amount
Fund: 101 - GENERAL FUND				
Department: 41320 - CITY ADMINISTRATOR				
101-41320-201	AMAZON CAPITAL SERVICES	BINDING CASE	1QQK-74RN-	16.50
101-41320-322	TRUSTWORTHY HARDWARE OF LE	KISI RETURN POSTAGE	219762CITYLS	43.30
101-41320-322	PITNEY BOWES	POSTAGE MACHINE LEASE	3107626804	46.64
101-41320-437	LE SUEUR COUNTY RECORDERS OFFICE	NOTARY CERTIFICATION-LD	1.26.26	20.00
Department 41320 - CITY ADMINISTRATOR Total:				126.44
Department: 41530 - ACCOUNTING				
101-41530-314	PAYLOCITY	JANUARY 2026 PAYROLL SERVICES	3461577	582.42
101-41530-314	ABDO	DECEMBER 2025 PAYROLL SERVICES	516798	1,209.71
Department 41530 - ACCOUNTING Total:				1,792.13
Department: 41610 - LEGAL				
101-41610-304	FLAHERTY & HOOD P.A.	DECEMBER 2025 LABOR LEGAL SERVICES	24313	1,871.25
101-41610-304	FLAHERTY & HOOD P.A.	DECEMBER 2025 LEGAL SERVICES	24367	990.00
Department 41610 - LEGAL Total:				2,861.25
Department: 41910 - PLANNING AND ZONING				
101-41910-314	BOLTON & MENK	MILLER HOMES PERMIT REVIEW	0384383	412.00
101-41910-314	BOLTON & MENK	DRC MEETING	0384383	234.00
101-41910-314	BOLTON & MENK	OAK TERRACE PERMIT REVIEW	0384383	490.00
101-41910-314	BOLTON & MENK	RECORD PLAN UPDATES	0384383	62.50
101-41910-314	BOLTON & MENK	FUTURE OF THE CITY FORUM	0384383	468.00
101-41910-314	BOLTON & MENK	RIDGE ROAD DEVELOPMENT	0384385	1,685.00
Department 41910 - PLANNING AND ZONING Total:				3,351.50
Department: 41940 - GOVERNMENT BUILDINGS				
101-41940-383	CENTERPOINT ENERGY	203 S. 2ND ST GAS UTILITIES	6067088-2JAN26	793.87
Department 41940 - GOVERNMENT BUILDINGS Total:				793.87
Department: 42120 - POLICE DEPARTMENT				
101-42120-207	LEAGUE OF MINNESOTA CITIES	PATROL ONLINE TRAINING	441137	810.00
101-42120-217	EVOLUTION MEDIA & DESIGN, LLC	WINTER & SUMMER HATS FOR OFFICERS	14899	736.00
101-42120-217	STREICHER'S INC	UNIFORM BOOTS FOR 310	11803160	174.99
101-42120-304	CHRISTIAN, KEOGH & MORAN	NOVEMBER 2025 PROSECUTION	24	1,412.50
101-42120-304	CHRISTIAN, KEOGH & MORAN	DECEMBER 2025 PROSECUTION	25	2,196.88
101-42120-448	LE SUEUR COUNTY SHERIFF'S OFFICE	2026 DRUG TASK FORCE MEMBERSHIP	549	7,000.00
Department 42120 - POLICE DEPARTMENT Total:				12,330.37
Department: 43121 - STREET DEPARTMENT				
101-43121-217	EVOLUTION MEDIA & DESIGN, LLC	EMBROIDERY	14521	24.00
101-43121-217	BOMGAARS SUPPLY	UNIFORM ALLOWANCE-ZS	508044	438.92
101-43121-303	BOLTON & MENK	CITY WIDE MAPS -STREET GRID MAPS	0384383	1,162.00
101-43121-303	BOLTON & MENK	ROW EASEMENTS IN GIS	0384383	416.00
101-43121-303	BOLTON & MENK	MONTHLY PUBLIC SERVICES MEETING	0384383	78.00
101-43121-303	BOLTON & MENK	LEGION PARK GRANT	0384485	3,488.00
101-43121-380	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	225.56
101-43121-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	142,141.47
101-43121-383	CENTERPOINT ENERGY	220 PECK GAS UTILITIES	5961974-2JAN26	1,643.77
101-43121-383	CENTERPOINT ENERGY	1213 HAZEL GAS UTILITIES	5961978-3JAN26	927.07
101-43121-404	MOSKE'S AUTO SERVICE	PW-07 TIRE REPAIR	55861	45.88
Department 43121 - STREET DEPARTMENT Total:				150,590.67
Department: 45500 - LIBRARY MAINTENANCE				
101-45500-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	468.90
101-45500-383	CENTERPOINT ENERGY	118 FERRY GAS UTILITIES	5992410-0JAN26	414.06
Department 45500 - LIBRARY MAINTENANCE Total:				882.96

Account Number	Vendor Name	Description (Item)	Payable Number	Amount
Department: 49200 - UNALLOCATED EXPENDITURES				
101-49200-460	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	2,243.38
101-49200-460	CENTERPOINT ENERGY	601 S. 5TH ST GAS UTILITIES	5981086-1JAN26	697.10
Department 49200 - UNALLOCATED EXPENDITURES Total:				2,940.48
Fund 101 - GENERAL FUND Total:				175,669.67

Fund: 225 - FIRE SERVICE FUND

Department: 42200 - FIRE SERVICE				
225-42200-142	MINNESOTA UI FUND	4Q 2025 UNEMPLOYMENT BENEFITS	1.26.26	31.46
225-42200-207	SASCS	FIREFIGHTER COURSE-CH	5263	500.00
225-42200-207	SASCS	FIREFIGHTER TRAININGS	5439	1,010.00
225-42200-207	SASCS	FIREFIGHTER COURSE-JH	5488	1,500.00
225-42200-207	SASCS	EMERGENCY VEHICLE COURSE-BB	5678	1,400.00
225-42200-217	DINGES FIRE COMPANY	HELMETS	81425	928.42
225-42200-219	COLE PAPERS INC.	GARBAGE BAGS/PAPER TOWELS	10671674	120.76
225-42200-221	DINGES FIRE COMPANY	22542200221	75325	2,376.58
225-42200-221	DINGES FIRE COMPANY	NOZZLE	78276	1,398.00
225-42200-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	1,680.54
225-42200-383	CENTERPOINT ENERGY	950 KINGSWAY GAS UTILITIES	5992392-0JAN26	1,139.35
225-42200-400	COLE PAPERS INC.	TRASH BAGS/PAPER TOWELS	10675087	75.73
225-42200-401	NUESSMEIER ELECTRIC	INSPECTION REPAIRS	54635	987.51
Department 42200 - FIRE SERVICE Total:				13,148.35
Fund 225 - FIRE SERVICE FUND Total:				13,148.35

Fund: 235 - AIRPORT FUND

Department: 49810 - AIRPORT ADMINISTRATION				
235-49810-326	SCOTT'S HELICOPTER SERVICE INC	A/D PAYMENT	1.26.26	238.70
235-49810-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	441.30
235-49810-382	SCOTT'S HELICOPTER SERVICE INC	UTILITIES	1.26.26	175.00
235-49810-383	CENTERPOINT ENERGY	780 ELMWOOD GAS UTILITIES	8747362-5JAN26	261.33
Department 49810 - AIRPORT ADMINISTRATION Total:				1,116.33
Fund 235 - AIRPORT FUND Total:				1,116.33

Fund: 420 - CAPITAL IMPROVEMENT FUND

Department: 49250 - GENERAL CAPITAL IMPROVEMENTS				
420-49250-510	RAM GENERAL CONTRACTING, INC.	AIRPORT HANGAR-PAY APP 2	2	160,297.54
Department 49250 - GENERAL CAPITAL IMPROVEMENTS Total:				160,297.54
Fund 420 - CAPITAL IMPROVEMENT FUND Total:				160,297.54

Fund: 431 - 2025 N 4TH ST IMPROVEMENT

Department: 93121 - STREET IMPROVEMENTS				
431-93121-303	BOLTON & MENK	2025 STREET/UTILITY IMPROVEMENTS	0384384	4,338.94
431-93121-437	LE SUEUR COUNTY RECORDERS OFFICE	DEFERMENT RESOLUTION RECORDING	1.26.26	46.00
Department 93121 - STREET IMPROVEMENTS Total:				4,384.94
Fund 431 - 2025 N 4TH ST IMPROVEMENT Total:				4,384.94

Fund: 601 - WATER UTILITY FUND

601-16569	BOLTON & MENK	2025 STREET/UTILITY IMPROVEMENTS	0384384	15,019.39
				15,019.39
Department: 49410 - POWER AND PUMPING				
601-49410-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	13,119.50
601-49410-381	MINNESOTA VALLEY ELECTRIC COOP	ELECTRIC	1.26.26	309.09
601-49410-387	CENTERPOINT ENERGY	701 BORIGHT GAS UTILITIES	5981090-3JAN26	251.73
601-49410-388	CENTERPOINT ENERGY	705 BORIGHT GAS UTILITIES	5981106-7JAN26	315.21
Department 49410 - POWER AND PUMPING Total:				13,995.53
Department: 49420 - PURIFICATION				
601-49420-312	UTILITY CONSULTANTS INC	LAB TESTING	126352	92.77
Department 49420 - PURIFICATION Total:				92.77
Department: 49430 - DISTRIBUTION				
601-49430-244	DAKOTA SUPPLY GROUP	SERVICE CHARGE	S105320530.001	28.36

Account Number	Vendor Name	Description (Item)	Payable Number	Amount
601-49430-245	FERGUSON ENTERPRISES, INC	REPAIR CLAMP	0560407	314.33
Department 49430 - DISTRIBUTION Total:				342.69

Department: 49440 - ADMINISTRATION & GENERAL

601-49440-201	AMAZON CAPITAL SERVICES	COMPUTER DOCK/CABLES	1VWQ-9TFW-	72.75
601-49440-210	AMAZON CAPITAL SERVICES	OIL CONTAINMENT	14K6-1JYR-QFCD	186.00
601-49440-210	SAFE-FAST INC.	GLOVES/HARNESSES	INV318462	231.93
601-49440-217	MENARDS - MANKATO	CLOTHING ALLOWANCE-SK	12942	97.04
601-49440-217	RED WING BUSINESS ADVANTAGE	CLOTHING ALLOWANCE-DS	2997651	63.00
601-49440-217	BOMGAARS SUPPLY	CLOTHING ALLOWANCE-SK	501591	57.50
601-49440-217	C & S SUPPLY	CLOTHING ALLOWANCE-DS	918295	99.99
601-49440-221	TRUSTWORTHY HARDWARE OF LE	CONCRETE ANCHORS	219626LSWATER	10.75
601-49440-240	AMAZON CAPITAL SERVICES	SQUEEGEES	14WT-F6J6-9PFR	14.34
601-49440-240	USA BLUEBOOK	LIFTING SLINGS 2025	INV00924556	18.48
601-49440-240	USA BLUEBOOK	PARTS BINS	INV00932072	1,176.45
601-49440-303	BOLTON & MENK	MONTHLY PUBLIC SERVICES MEETING	0384383	78.00
601-49440-303	BOLTON & MENK	STANDARD SPECIFICATIONS	0384383	496.75
601-49440-304	FLAHERTY & HOOD P.A.	WATER CODE LEGAL	24381	6,170.00
601-49440-314	PAYLOCITY	JANUARY 2026 PAYROLL SERVICES	3461577	582.41
601-49440-314	ABDO	DECEMBER 2025 PAYROLL SERVICES	516798	1,451.64
601-49440-314	HYDROCORP	BACKFLOW PREVENTION	CI-10449	685.74
601-49440-322	PITNEY BOWES	POSTAGE MACHINE LEASE	3107626804	46.64
601-49440-322	NISC	DECEMBER 2025 MISC	650202	51.66
601-49440-401	TRUSTWORTHY HARDWARE OF LE	PAINT AND SUPPLIES	218072LSWATER	138.92
601-49440-401	TRUSTWORTHY HARDWARE OF LE	PAINT	218197LSWATER	101.98
601-49440-401	TRUSTWORTHY HARDWARE OF LE	CONCRETE SEALANT	218425LSWATER	29.96
601-49440-401	NUESSMEIER ELECTRIC	WTP-OUTSIDE LIGHT REPLACEMENT	54607	357.84
601-49440-436	GOPHER STATE ONE CALL	LOCATES	5120543	8.10
601-49440-437	CENTRAL UNITED COOPERATIVE	MISC EXPENSE	9103125	0.55
601-49440-500	ADVANCED ENGINEERING &	WTP REHABILITATION	108095	42,736.36
601-49440-500	ADVANCED ENGINEERING &	WAC/SAC STUDY	108215	6,328.75
601-49440-500	SHORT ELLIOTT HENDRICKSON INC	WELL 7 REHAB DESIGN	502002	2,206.15

Department 49440 - ADMINISTRATION & GENERAL Total: 63,499.68

Fund 601 - WATER UTILITY FUND Total: 92,950.06

Fund: 602 - SEWER UTILITY FUND

602-16569	BOLTON & MENK	2025 STREET/UTILITY IMPROVEMENTS	0384384	10,346.69
				10,346.69

Department: 49470 - SEWER LIFT STATIONS

602-49470-201	AMAZON CAPITAL SERVICES	COMPUTER DOCK/CABLES	1VWQ-9TFW-	72.75
602-49470-210	SAFE-FAST INC.	GLOVES/HARNESSES	INV318462	231.93
602-49470-217	MENARDS - MANKATO	CLOTHING ALLOWANCE-SK	12942	97.04
602-49470-217	RED WING BUSINESS ADVANTAGE	CLOTHING ALLOWANCE-DS	2997651	63.00
602-49470-217	BOMGAARS SUPPLY	CLOTHING ALLOWANCE-SK	501591	57.50
602-49470-217	C & S SUPPLY	CLOTHING ALLOWANCE-DS	918295	99.99
602-49470-220	TRANSWEST, INC	WW13 O/C & AIRLINE REPAIR	095S14334	673.57
602-49470-220	TRANSWEST, INC	WW13 FUEL/WATER SEPERATOR	095S14347	151.18
602-49470-221	TRUSTWORTHY HARDWARE OF LE	CONCRETE ANCHORS	219626LSWATER	10.75
602-49470-240	AMAZON CAPITAL SERVICES	SQUEEGEES	14WT-F6J6-9PFR	14.34
602-49470-240	USA BLUEBOOK	LIFTING SLINGS 2025	INV00924556	18.48
602-49470-240	USA BLUEBOOK	PARTS BINS	INV00932072	250.25
602-49470-242	NUESSMEIER ELECTRIC	LS PANEL OUTLET INSTALL	54605	123.24
602-49470-243	DAKOTA SUPPLY GROUP	SERVICE CHARGE	S105320530.001	28.35
602-49470-303	BOLTON & MENK	MONTHLY PUBLIC SERVICES MEETING	0384383	78.00
602-49470-303	BOLTON & MENK	STANDARD SPECIFICATIONS	0384383	496.75
602-49470-303	BOLTON & MENK	PECK/VINE ST BOUNDARY SURVEY	0384487	345.50
602-49470-314	PAYLOCITY	JANUARY 2026 PAYROLL SERVICES	3461577	116.48
602-49470-314	ABDO	DECEMBER 2025 PAYROLL SERVICES	516798	145.16
602-49470-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	846.87
602-49470-381	MINNESOTA VALLEY ELECTRIC COOP	ELECTRIC	1.26.26	404.40

Account Number	Vendor Name	Description (Item)	Payable Number	Amount
602-49470-436	GOPHER STATE ONE CALL	LOCATES	5120543	8.10
			Department 49470 - SEWER LIFT STATIONS Total:	4,333.63
Department: 49480 - SEWER TREATMENT PLANTS				
602-49480-201	AMAZON CAPITAL SERVICES	COMPUTER DOCK/CABLES	1VWQ-9TFW-	72.75
602-49480-210	SAFE-FAST INC.	GLOVES/HARNESSES	INV318462	231.93
602-49480-217	MENARDS - MANKATO	CLOTHING ALLOWANCE-SK	12942	97.04
602-49480-217	RED WING BUSINESS ADVANTAGE	CLOTHING ALLOWANCE-DS	2997651	63.00
602-49480-217	BOMGAARS SUPPLY	CLOTHING ALLOWANCE-SK	501591	57.50
602-49480-217	C & S SUPPLY	CLOTHING ALLOWANCE-DS	918295	99.99
602-49480-221	TRUSTWORTHY HARDWARE OF LE	CONCRETE ANCHORS	219626LSWATER	10.75
602-49480-228	NUESSMEIER ELECTRIC	GFCI REPLACEMENT	54570	49.18
602-49480-240	AMAZON CAPITAL SERVICES	OIL CONTAINMENT	14K6-1JYR-QFCD	17.37
602-49480-240	AMAZON CAPITAL SERVICES	SQUEEGEES	14WT-F6J6-9PFR	14.34
602-49480-240	USA BLUEBOOK	LIFTING SLINGS 2025	INV00924556	18.48
602-49480-240	USA BLUEBOOK	PARTS BINS	INV00932072	250.50
602-49480-303	ADVANCED ENGINEERING &	WASTEWATER I&C SERVICES	108062	1,017.00
602-49480-303	ADVANCED ENGINEERING &	GENERAL ENGINEERING SERVICES	108131	4,466.00
602-49480-312	UTILITY CONSULTANTS INC	LAB TESTING	126474	1,296.73
602-49480-312	UTILITY CONSULTANTS INC	LAB TESTING	126475	852.42
602-49480-314	PAYLOCITY	JANUARY 2026 PAYROLL SERVICES	3461577	349.45
602-49480-314	ABDO	DECEMBER 2025 PAYROLL SERVICES	516798	435.49
602-49480-322	PITNEY BOWES	POSTAGE MACHINE LEASE	3107626804	46.64
602-49480-322	NISC	DECEMBER 2025 MISC	650202	29.52
602-49480-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	11,533.31
602-49480-383	CENTERPOINT ENERGY	COUNTY RD 28 UTILITIES	7728138-4JAN26	24.19
602-49480-383	CENTERPOINT ENERGY	1500 COMMERCE BLDG A GAS UTILITIES	7745656-4JAN26	5,447.68
			Department 49480 - SEWER TREATMENT PLANTS Total:	26,481.26
Department: 49485 - SEWER BIOSOLIDS				
602-49485-201	AMAZON CAPITAL SERVICES	COMPUTER DOCK/CABLES	1VWQ-9TFW-	72.76
602-49485-210	SAFE-FAST INC.	GLOVES/HARNESSES	INV318462	231.93
602-49485-217	MENARDS - MANKATO	CLOTHING ALLOWANCE-SK	12942	97.05
602-49485-217	RED WING BUSINESS ADVANTAGE	CLOTHING ALLOWANCE-DS	2997651	62.99
602-49485-217	BOMGAARS SUPPLY	CLOTHING ALLOWANCE-SK	501591	57.49
602-49485-217	C & S SUPPLY	CLOTHING ALLOWANCE-DS	918295	99.99
602-49485-221	TRUSTWORTHY HARDWARE OF LE	CONCRETE ANCHORS	219626LSWATER	10.74
602-49485-228	TRUSTWORTHY HARDWARE OF LE	PVC FITTINGS	218475LSWATER	12.46
602-49485-240	AMAZON CAPITAL SERVICES	OIL CONTAINMENT	14K6-1JYR-QFCD	17.37
602-49485-240	AMAZON CAPITAL SERVICES	SQUEEGEES	14WT-F6J6-9PFR	14.32
602-49485-240	USA BLUEBOOK	LIFTING SLINGS 2025	INV00924556	18.46
602-49485-314	PAYLOCITY	JANUARY 2026 PAYROLL SERVICES	3461577	116.48
602-49485-314	ABDO	DECEMBER 2025 PAYROLL SERVICES	516798	145.16
602-49485-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	1,428.15
602-49485-383	CENTERPOINT ENERGY	1500 COMMERCE BLDG B GAS UTILITIES	7745658-0JAN26	2,568.19
			Department 49485 - SEWER BIOSOLIDS Total:	4,953.54
Department: 49490 - ADMINISTRATION & GENERAL				
602-49490-500	BOLTON & MENK	ZION CHURCH UTILITY IMPROVEMENT	0384386	57.50
602-49490-500	ADVANCED ENGINEERING &	MAYO PARK PANEL DESIGN	108065	4,219.25
602-49490-500	ADVANCED ENGINEERING &	WWTF ASSESSMENT	108130	3,946.00
			Department 49490 - ADMINISTRATION & GENERAL Total:	8,222.75
				Fund 602 - SEWER UTILITY FUND Total:
				54,337.87
Fund: 604 - ELECTRIC UTILITY FUND				
604-16566	DGR CONSULTING ENGINEERS	MAIN SUBSTATION IMPROVEMENTS	00280878	98.00
604-16569	DGR CONSULTING ENGINEERS	N 4TH ST DISTRIBUTION IMPROVEMENTS	00280879	2,157.50
604-16569	TRUSTWORTHY HARDWARE OF LE	FILE	219816LSMUNICI	6.49
604-16569	CENTRAL UNITED COOPERATIVE	PROPANE REFILL	302866	16.99
604-16569	BORDER STATES ELEC SUPPLY	TRANSFORMERS	931746881	107,676.10
604-22801	MN DEPT OF REVENUE	DECEMBER 2025 SALES TAX-CITY	1.26.26-CITY	45,290.00
				155,245.08

Account Number	Vendor Name	Description (Item)	Payable Number	Amount
Department: 49570 - TRANSMISSION & DISTRIBUTION				
604-49570-221	NAPA AUTO PARTS	OIL & FILTERS	569745	533.38
604-49570-221	NAPA AUTO PARTS	OIL	569874	105.42
604-49570-221	C & S SUPPLY	SQUARE JACK/SHOVEL/CHAINSAW	919278	178.24
604-49570-230	AIRGAS USA, LLC	SPLICING TENT	9167483341	1,990.84
604-49570-231	CARR'S TREE SERVICE INC	TREE TRIMMING	160202	9,904.40
604-49570-233	REGULATORY SOFTWARE SERVICES	PCBMANAGER.COM SOFTWARE	1.26.26	1,080.00
604-49570-233	B&B TRANSFORMER, INC.	TRANSFORMER REBUILD	IN-BB-65	50,350.00
604-49570-234	POVOLNY SPECIALTIES	STREET LIGHT RELAY CABINET	50966	12,185.00
604-49570-240	AMAZON CAPITAL SERVICES	SCALE	1776-CMMV-	38.74
604-49570-240	AMAZON CAPITAL SERVICES	WRENCH	1G17-XV6J-3R6Y	7.35
604-49570-240	TRUSTWORTHY HARDWARE OF LE	CUTOFF WHEEL	219623LSMUNICI	14.37
604-49570-321	AMAZON CAPITAL SERVICES	SCREEN PROTECTOR	1QJH-1LT4-	69.64
604-49570-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	3,652.26
604-49570-383	CENTERPOINT ENERGY	505 BORIGHT GAS UTILITIES	5974324-5JAN26	529.56
Department 49570 - TRANSMISSION & DISTRIBUTION Total:				80,639.20
Department: 49590 - ADMINISTRATION & GENERAL				
604-49590-303	BOLTON & MENK	MONTHLY PUBLIC SERVICES MEETING	0384383	78.00
604-49590-314	PAYLOCITY	JANUARY 2026 PAYROLL SERVICES	3461577	1,164.83
604-49590-314	ABDO	DECEMBER 2025 PAYROLL SERVICES	516798	1,451.64
604-49590-315	LSH PUBLIC SCHOOLS	LIGHTING REBATE	1.26.26	7,200.00
604-49590-322	PITNEY BOWES	POSTAGE MACHINE LEASE	3107626804	46.62
604-49590-322	NISC	DECEMBER 2025 MISC	650202	66.43
604-49590-401	ADVANCED POWER SERVICES INC	INSPECTION/SERVICE GENERATOR	7289	493.00
604-49590-437	LE SUEUR COUNTY NEWS	NEWSPAPER SUBSCRIPTION	LCN-30622-2026	140.60
604-49590-500	DGR CONSULTING ENGINEERS	MISC. ELEC. ENGR. SERVICES	00280877	334.50
604-49590-500	DGR CONSULTING ENGINEERS	SCADA SYSTEM	00280880	6,506.90
604-49590-500	BOLTON & MENK	2025 ELECTRIC PROJECT SURVEYING	0384382	4,178.00
604-49590-500	MARCO	PROFESSIONAL SERVICES	INV14719590	792.00
604-49590-500	TRIHEDRAL, INC.	SCADA SOFTWARE-5 YEARS	US-9654	45,658.72
604-49590-719	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	12,047.48
604-49590-722	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	202.67
Department 49590 - ADMINISTRATION & GENERAL Total:				80,361.39
Fund 604 - ELECTRIC UTILITY FUND Total:				316,245.67
Fund: 605 - STORM WATER UTILITY FUND				
605-16569	BOLTON & MENK	2025 STREET/UTILITY IMPROVEMENTS	0384384	3,671.41
				3,671.41
Department: 43150 - STORM DRAINAGE				
605-43150-228	NORTHWEST ASPHALT, INC.	TILE INSTALLATION	56281	6,195.00
605-43150-314	BOLTON & MENK	MONTHLY PUBLIC SERVICES MEETING	0384383	78.00
605-43150-314	BOLTON & MENK	HYDROLOGY MEETING WITH COUNTY	0384383	156.00
605-43150-500	BOLTON & MENK	ZION CHURCH UTILITY IMPROVEMENT	0384386	115.00
605-43150-500	BOLTON & MENK	CATALINA COURT STORM SEWER	0384483	405.00
Department 43150 - STORM DRAINAGE Total:				6,949.00
Fund 605 - STORM WATER UTILITY FUND Total:				10,620.41
Fund: 607 - REFUSE & RECYCLING				
Department: 49650 - 49650 - MISSING DESCRIPTION				
607-49650-385	WASTE MANAGEMENT OF WI-MN	DECEMBER 2025 REFUSE SERVICES	7431179-1779-4	25,436.86
Department 49650 - 49650 - MISSING DESCRIPTION Total:				25,436.86
Fund 607 - REFUSE & RECYCLING Total:				25,436.86
Fund: 615 - RECREATION FUND				
615-22801	MN DEPT OF REVENUE	DECEMBER 2025 SALES TAX-COMM	1.26.26	1,116.00
615-6-34740	HS BULLDOG HOCKEY	REFUND	1.26.26	5,375.00
				6,491.00
Department: 45120 - GENERAL FACILITY				
615-45120-201	CULLIGAN ULTRAPURE	OFFICE WATER	34513900-	102.95
615-45120-211	COLE PAPERS INC.	FLOOR CLEANER	10672334	77.92

Account Number	Vendor Name	Description (Item)	Payable Number	Amount
615-45120-211	COLE PAPERS INC.	SOAP	10674292	140.30
615-45120-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	13,715.89
615-45120-383	CENTERPOINT ENERGY	821 FERRY ST GAS UTILITIES	6080892-OJAN26	702.36
615-45120-383	CENTERPOINT ENERGY	103 S. 6TH ST GAS UTILITIES	6402946874-	65.00
615-45120-385	CINTAS CORPORATION LOC. 88005	RUG SERVICE	4255990092	23.53
615-45120-385	CINTAS CORPORATION LOC. 88005	RUG SERVICE	4256751789	23.53
615-45120-437	AMAZON CAPITAL SERVICES	AED BATTERY	144G-CXL1-FCFC	120.99
615-45120-437	AMAZON CAPITAL SERVICES	TAGS	1K6N-9LRX-6JVT	11.99
Department 45120 - GENERAL FACILITY Total:				14,984.46
Department: 45121 - FITNESS CENTER				
615-45121-383	CENTERPOINT ENERGY	821 FERRY ST GAS UTILITIES	6080892-OJAN26	842.84
615-45121-385	CINTAS CORPORATION LOC. 88005	RUG SERVICE	4255990092	23.53
615-45121-385	CINTAS CORPORATION LOC. 88005	RUG SERVICE	4256751789	23.53
Department 45121 - FITNESS CENTER Total:				889.90
Department: 45122 - GYM / RACQUETBALL				
615-45122-383	CENTERPOINT ENERGY	821 FERRY ST GAS UTILITIES	6080892-OJAN26	421.42
615-45122-385	CINTAS CORPORATION LOC. 88005	RUG SERVICE	4255990092	23.53
615-45122-385	CINTAS CORPORATION LOC. 88005	RUG SERVICE	4256751789	23.53
Department 45122 - GYM / RACQUETBALL Total:				468.48
Department: 45124 - OUTDOOR POOL				
615-45124-381	LE SUEUR MUNICIPAL UTILITIES	DECEMBER 2025 UTILITIES	1.26.26	793.68
Department 45124 - OUTDOOR POOL Total:				793.68
Department: 45125 - ICE ARENA				
615-45125-383	CENTERPOINT ENERGY	821 FERRY ST GAS UTILITIES	6080892-OJAN26	702.36
615-45125-404	OLYMPIC FIRE PROTECTION CORP	FIRE LINE LEAK	10007409	3,740.31
615-45125-437	CENTRAL UNITED COOPERATIVE	101.97	9123125	101.97
Department 45125 - ICE ARENA Total:				4,544.64
Department: 45126 - PROGRAMS				
615-45126-383	CENTERPOINT ENERGY	821 FERRY ST GAS UTILITIES	6080892-OJAN26	140.48
Department 45126 - PROGRAMS Total:				140.48
Fund 615 - RECREATION FUND Total:				28,312.64
Fund: 701 - INFORMATION TECHNOLOGY FUND				
Department: 43125 - INFORMATION TECHNOLOGY EXPENSE				
701-43125-372	AMAZON CAPITAL SERVICES	UPS BATTERIES	1H6Q-4VXY-	104.84
701-43125-373	LOCAL GOVERNMENT INFORMATION	BUILDING PERMIT SW-2026 ANNUAL	153297	4,275.00
701-43125-373	LOCAL GOVERNMENT INFORMATION	BUILDING PERMIT SW-1Q 2026	153355	7,986.00
701-43125-373	NISC	DECEMBER 2025 UTILITY BILLING	648869	1,567.86
701-43125-373	NISC	DECEMBER 2025 MISC	650202	54.77
701-43125-373	NISC	DECEMBER 2025 RECURRING	650924	5,209.42
Department 43125 - INFORMATION TECHNOLOGY EXPENSE Total:				19,197.89
Fund 701 - INFORMATION TECHNOLOGY FUND Total:				19,197.89
Grand Total:				901,718.23

Report Summary

Fund Summary

Fund	Payment Amount
101 - GENERAL FUND	175,669.67
225 - FIRE SERVICE FUND	13,148.35
235 - AIRPORT FUND	1,116.33
420 - CAPITAL IMPROVEMENT FUND	160,297.54
431 - 2025 N 4TH ST IMPROVEMENT	4,384.94
601 - WATER UTILITY FUND	92,950.06
602 - SEWER UTILITY FUND	54,337.87
604 - ELECTRIC UTILITY FUND	316,245.67
605 - STORM WATER UTILITY FUND	10,620.41
607 - REFUSE & RECYCLING	25,436.86
615 - RECREATION FUND	28,312.64
701 - INFORMATION TECHNOLOGY FUND	19,197.89
Grand Total:	901,718.23

THE PRECEDING LIST OF BILLS WAS REVIEWED AND APPROVED FOR PAYMENT.

DATE: January 26, 2026

APPROVED BY:



Joe Roby

City Administrator

Summary Across Funds for Payments Larger than \$ 25,000

RAM General Contracting, Inc. – Airport Hangar Pay App 2 (Grant)	\$ 160,297.54
Border States Electric Supply – Transformers for N. 4 th St. (2025 Electric CIP)	\$ 107,676.10
B&B Transformer, Inc. – Transformer Rebuild (2025 Budget)	\$ 50,350.00
Trihedral, Inc – SCADA System SW (2025 Electric CIP)	\$ 45,658.72
MN Dept of Revenue – December 2025 City Sales Tax	\$ 45,290.00
AE2S – WTP Design Work (2025 Water CIP)	\$ 42,736.36
Bolton & Menk – 2025 Street & Utility Improvement Project	\$ 33,376.43
Waste Management – December 2025 Refuse Services	\$ 25,436.86



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Joe Roby, City Administrator

SUBJECT: Approve Pay Application Number 2: Airport Hangar

DATE: For the City Council Meeting of Monday, January 26th, 2026

PURPOSE

Consider the approval of Pay Application Number 2 to RAM General Contracting for the Airport Hangar Project.

SUMMARY

Contractor RAM General Contracting has continued work on construction of a City-owned hangar at the Le Sueur Municipal Airport. This project was previously approved by City Council and, when completed, will be leased out to private aviators beginning in 2026. The contractor has submitted Pay Application Number 2 totaling \$160,297.54. Total contract amount for the project was \$364,019.00 and is slated to be reimbursed at 97.5% by FAA and MnDOT grant awards.

ACTION REQUESTED

Staff recommends the approval of Pay Application Number 2 to RAM General Contracting as presented.

Alternate Actions:

- No action / Denial: Pay Application will not be approved, and payment shall not be issued, unless otherwise advised by City Council.
- Modification of Recommendation: This is always an option for City Council.

Application for Payment
(Unit Price Contract)
No. 2

Eng. Project No.: LESUM 171990

Location: Le Sueur Municipal Airport

Contractor <u>RAM General Contracting, Inc.</u>	Contract Date <u>September 18, 2025</u>
<u>592 Industrial Blvd</u>	
<u>Windsted, MN 55395</u>	Contract Amount <u>\$ 364,019.00</u>

Contract for 2025 Box Hangar Construction

Application Date <u>1.25.26</u>	For Period Ending <u>12.31.25</u>
---------------------------------	-----------------------------------

Item No.	Item	Unit	Est. Quantity	Quantity to Date	Unit Price	Total Price
1	General Conditions	LS	1	0.5	\$43,619.00	\$21,809.50
2051.501	Maintenance and Restoration of Haul	LS	1	0.5	1,650.00	\$825.00
C-102	Sediment Control Log, Type Wood	LF	100	100	4.00	\$400.00
C-105	Mobilization	LS	1	0.75	10,747.00	\$8,060.25
1000	Concrete Floor and, apron slab	CY	50		438.00	
1001	Piers and pad footings	CY	15	15	1,320.00	\$19,800.00
1004	Wood Framed Hangar Building	LS	1	1	163,309.00	\$163,309.00
1005	Bi Fold Door	LS	1	1	24,403.00	\$24,403.00
1006	Structure Excavation	CY	350	350	28.00	\$9,800.00
1007	Structure Backfill	CY	250	250	39.00	\$9,750.00
1008	Doors and Windows	LS	1	0.75	4,803.00	\$3,602.25
3000	Building Electrical	LS	1	1	21,054.00	\$21,054.00
3002	Electrical Service Conductors &	LS	1	1	16,099.00	\$16,099.00
2105.601	Site Grading	LS	1		2,475.00	
2211.503	Aggregate Base (CV), Class 5	CY	40	130	61.00	\$7,930.00
2301.504	Concrete Pavement (5" Thick)	SY	120		66.00	
2575.501	Turf Establishment	LS	1		3,850.00	
Total Contract Amount						<u>\$306,842.00</u>

Total Contract Amount	\$ 364,019.00	Total Amount Earned	\$ 306,842.00
Contract Change Order No. _____		Material Suitably Stored on Site, Not Incorporated into Work	_____
Contract Change Order No. _____		Percent Complete _____	_____
Contract Change Order No. _____		Percent Complete _____	_____
Less Previous Applications:		GROSS AMOUNT DUE	\$ 306,842.00
AFP No. 1: <u>131,202.36</u>	AFP No. 6: _____	LESS <u>5</u> % RETAINAGE	\$ 15,342.10
AFP No. 2: _____	AFP No. 7: _____	AMOUNT DUE TO DATE	\$ 291,499.90
AFP No. 3: _____	AFP No. 8: _____	LESS PREVIOUS APPLICATIONS	\$ 131,202.36
AFP No. 4: _____	AFP No. 9: _____	AMOUNT DUE THIS APPLICATION	\$ 160,297.54
AFP No. 5: _____			

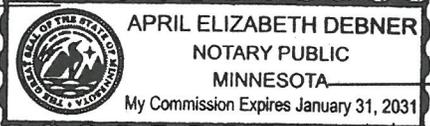
CONTRACTOR'S AFFIDAVIT

The undersigned Contractor hereby swears under penalty of perjury that (1) all previous progress payments received from the Owner on account of work performed under the Contract referred to above have been applied by the undersigned to discharge in full all obligations of the undersigned incurred in connection with work covered by prior Applications for Payment under said contract, 2025 Box Hangar Construction, Le Sueur Municipal Airport, and (2) all material and equipment incorporated in said Project or otherwise listed in or covered by this Application for Payment and free and clear of all liens, claims, security interests and encumbrances.

Date December 31st, 2025 _____ RAM General Contracting, Inc.
(Contractor)

COUNTY OF McLeod)
STATE OF Minnesota) SS By Ravelin J. Radtke
(Name and Title)

Before me on this 31st day of December, 2025, personally appeared _____
Ravelin J. Radtke known to be, who being duly sworn did depose and say that he is the CEO (office) of the Contractor above mentioned that he executed the above Application for Payment and Affidavit on behalf of said Contractor; and that all of the statements contained therein are true, correct and complete.

My Commission expires 1/31/31  April Debner
(Notary Public)

The undersigned has checked the Contractor's Application for Payment shown above. A part of this Application is the Contractor's Affidavit stating that all previous payments to him under this contract have been applied by him to discharge in full all of his obligations in connecting with the work by all prior Applications for Payment.

In accordance with the Contract, the undersigned recommends approval of payment to the Contractor for the Amount due.
Short Elliott Hendrickson Inc.

_____ By Tim Wegwerth
Date 1.21.2026

_____ By _____
Date _____

City of Le Sueur



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Lindsey Dhaene, City Clerk

SUBJECT: Off-Site Gambling Permit – St. Peter Hockey Association

DATE: For the City Council Meeting on Monday, January 26, 2026

PURPOSE/ACTION REQUESTED

Consider approval of Resolution R2026-005 approving off-site gambling for the St. Peter Hockey Association dba Bulldogs Youth Hockey Association on February 21 and February 22, 2026.

SUMMARY

City Staff received an application from the St. Peter Hockey Association dba Bulldogs Youth Hockey Association to conduct off-site gambling for the Mites Jamboree on February 21 and February 22, to hold a raffle and sell pull tabs at the Le Sueur Community Center (821 Ferry Street).

The City has received the proper application from the hockey association.

RECOMMENDATION

Staff recommends that City Council approve resolution R2026-005 as presented.

CITY OF LE SUEUR, MINNESOTA
CITY COUNCIL RESOLUTION **R2026-005**

RESOLUTION APPROVING OFF-SITE GAMBLING PERMIT FOR ST. PETER HOCKEY
ASSOCIATION DBA BULLDOGS YOUTH HOCKEY ASSOCIATION

BE IT RESOLVED, by the City Council of Le Sueur, Le Sueur, Minnesota as follows:

WHEREAS, the City Council of the City of Le Sueur was presented with an application from the St. Peter Hockey Association for approval to conduct off-site lawful gambling; and

WHEREAS, State laws of Minnesota require approval be granted by the local governing body, thus the City of Le Sueur; and

WHEREAS, the City Council of this local governing body allows gambling licenses to be issued within the city; and

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:
the City of Le Sueur does hereby approve an Off-Site Gambling Permit for the St. Peter Hockey Association dba Bulldogs Youth Hockey Association to conduct off-site gambling at the Le Sueur Community Center located at 821 Ferry Street, Le Sueur, Minnesota 56058, on February 21 and February 22nd, 2026.

PASSED by the City Council of the City of Le Sueur on this 26nd day of January 2026.

ATTEST

Shawn Kirby, Mayor

Lindsey Dhaene, City Clerk

VOTE: ___ HUNTINGTON ___ KIRBY ___ SCHLUETER
___ SULLIVAN ___ SMITH ___ NELSON ___ WILLIAMS



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Stacy Lawrence, Human Resources & Communications Director

SUBJECT: Personnel Actions – Temporary Police Officer Hire

DATE: For the City Council Meeting of January 26, 2026

PURPOSE

Consider the hiring of a Temporary Police Officer.

SUMMARY

Staff is recruiting Temporary Police Officers to assist with filling shifts in the Le Sueur Police Department. These temporary officers are experienced and currently employed local peace officers who work full-time in other jurisdictions. Temporary Police Officers will participate in an accelerated FTO training program and will not work more than 67 shifts per year.

ACTION REQUESTED

The City Administrator is requesting a motion to approve the hiring of Jake Schneider as Temporary Police Officer.



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Nate Sparks, City Planner
Justin Nielsen, Building Official/Zoning Administrator

SUBJECT: Miller Homes Minor Subdivision Application

DATE: For the City Council Meeting of Monday, January 26th, 2026

PURPOSE

Consider a Minor Subdivision application for a proposed development at the southwest corner of Turril Street and Elmwood Avenue.

SUMMARY

Miller Homes has made an application for a minor subdivision and planned unit development to divide a property located at the southwest corner of Turril Street and Elmwood Avenue into three lots. The property is 1.04 acres in size, according to County records. It is located on the corner of Turril Street and Elmwood Avenue. It is currently vacant. There is property owned by the School District to the west. There is a cemetery to the south. Across the street to the north and east are single family homes.

There is a thirty foot wide easement along the western property line of the subject site in favor of the cemetery for access to the cemetery.

APPLICANT'S PROPOSAL

Miller Homes is seeking to divide the property into three lots that would all front on Turril Street. The lots are proposed for single family residential uses. The lots are proposed to be 91.9, 62.45, and 108.64 (77.5 exclusive of right-of-way easement) feet in width. The lot areas are proposed to be 15,808, 10,741, and 18,686 (approximately 13,780 excluding the right-of-way). The applicant is seeking to do the division with a minor subdivision rather than a plat.

ISSUES/ANALYSIS

Land Use. The Comprehensive Plan is the ultimate guide for what property can be utilized for in the City. The City's Comprehensive Plan (Land Use Plan) guides the subject site for a Low Density Residential Land Use. This designation governs the intensity of use allowed for the property, based on the context of the site. This allows for single family residential land uses up to

four units per acre. At 1.04 acres, there could be up to four units on the site. The proposal is for three single family lots.

Zoning. The proposed development is on property zoned R-2, Single Family Residential. This requires lots to be 70 feet wide and 9,000 square feet in area. Setbacks are required at 30' front, 7.5' side, 20' corner, and 30' rear.

The proposed lots exceed the area standards, with the smallest being 10,741 square feet, while the lots are 91.9, 62.5, and 77.5 feet in width. The applicant is demonstrating a development plan that meets the minimum setbacks.

Streets & Sidewalks. The proposed development would front on Turril Street, which is preferred to having driveway access to Elmwood Avenue, which is a higher classification roadway not intended for frequent access points.

Right-of-Way Dedication. The existing right-of-way is 60 feet in width for Turril Street. No additional dedication is necessary. Le Sueur County may request additional right-of-way for Elmwood Avenue, however, there is already an easement recorded on the property for this roadway, which is fairly recent, as part of the Elmwood Right-of-Way Plat.

Sidewalks. There is already a trail along Elmwood Avenue. There are no sidewalks along Turril Street and due to the lack of connection available, they are not recommended to be added, at this time.

Park Dedication. With any subdivision, the City requires park dedication. The City may require parks or trails to be built. In this case, there are no park features planned for this area, therefore the park dedication would be cash-in-lieu of parkland. Since it is currently a buildable lot, the amount would be for 2/3rds of the value of the property. The County Assessor states the property value is \$70,000. The park dedication amount is 10% of the value of the property (\$7000) and with the credit for having a buildable lot already it would be 2/3rds of that amount (\$4666). The City may request additional information regarding the value of the property to more accurately determine this amount.

Landscaping. The applicant will be required to plant trees on each lot with a building permit.

Architecture. The applicant has provided housing examples to be built within the development. All proposed homes meet the City's standards for house construction found in Section 153.074:

1. Perimeter foundation. Be constructed upon a continuous perimeter foundation that meets the requirements of the State Building Code.
2. Dimensional requirements. No residential structure shall have a width of less than 22 feet on not less than 70% of the structure. Width measurements shall not be inclusive of overhangs or other projections beyond the principal exterior walls.
3. Roof. Have an earth covered, composition, metal, shingled or tiled roof. All single-family dwellings other than approved earth sheltered homes shall have at least three/twelve (3/12) roof pitch with a one foot overhang.

4. Architecture. The exterior architectural design of a proposed dwelling may not be so at variance with, nor so similar to, the exterior architectural design of any structure or structures already constructed or in the course of construction in the immediate neighborhood, nor so at variance with the character of the surrounding neighborhood as to adversely affect the public health, safety or general welfare.
5. Orientation. Every single-family house shall be oriented to face the street from which the house derives its frontage.
6. Minimum floor area. Single-family dwellings shall have a minimum foundation footprint of 800 square feet.

The Applicant is also placing a brick veneer on the front of the building to improve the aesthetic appearance of the structures, in addition to meeting the minimum requirements.

Grading, Drainage, and Utilities. Issues related to grading, drainage, and utilities, including the establishment of easements, are subject to comment and recommendation by the City Engineer. The City Engineer reviews grading and utility plans against the City's engineering and design standards and requires general plan revisions to meet these standards. The City Engineer may require adjustments to the grading plan for the site to adequately meet the City's standards. There is a sewer line along the western lot line. A separate utility easement that is centered on the line that is planned to be 30 feet wide. There is a blanket electrical utility easement over the property. This will require vacation and replacement, if deemed necessary, prior to recording the division.

Minor Subdivision. As stated above, the applicant is seeking to divide the property into three lots via a metes and bounds division rather than a plat. The City's Subdivision allows for this in Section 152.021. It states that such divisions must be processed in the same manner as a preliminary plat. This requires a public hearing and consideration of the division against the City's review criteria for preliminary plats. The applicant was still required to provide a grading and utility plan.

As part of the minor subdivision, the applicant will still need to dedicate drainage and utility easements along the perimeter of the property. These easements should be 10 feet along front and rear lot lines and 5 feet along the sides, at minimum. There is already a recorded drainage and utility easement along the easterly lot line.

PLANNING COMMISSION REVIEW

The Planning Commission is tasked with reviewing the plans, taking public comment, and making a recommendation to the City Council on the project.

The Minor Subdivision needs to meet the criteria for review of a Preliminary Plat found in Section 152.051 (F). The Planning Commission may recommend denial and the Council may deny the subdivision if it makes any one or more of the following findings:

- (a) That the proposed subdivision is in conflict with adopted applicable general and specific comprehensive plans of the city;
- (b) That the physical characteristics of this site, including but not limited to topography, percolation rate, soil conditions, susceptibility to erosion and siltation, susceptibility to flooding,

water storage, drainage, and retention, are such that the site is not suitable for the type of development, design, or use contemplated;

- (c) That the site is not physically suitable for the proposed density of development;
- (d) That the design of the subdivision or the proposed improvements are likely to cause environmental damage;
- (e) That the design of the subdivision or the type of improvements are likely to cause public health problems;
- (f) That the design of the subdivision or the type of improvements will conflict with easements of record or with easements established by judgement of a court;
- (g) That the proposed subdivision, its site, or its design adversely affects the flood-carrying capacity of the floodway, increases flood stages and velocities, or increases flood hazards within the floodway fringe or within other areas of the city;
- (h) The proposed subdivision is inconsistent with the policies and standards of the state-defined Shoreland, Floodplain, and Wetland Districts;
- (i) The City Council deems the subdivision to be premature;
- (j) The design of the subdivision does not conform to minimum city standards; and
- (k) That the proposed subdivision will not provide adequate extension of infrastructure including roads or utilities to surrounding property.

None of the above conditions are present provided the applicant meets all the requirements of the City Engineer.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission found that the minor subdivision generally meets City requirements and recommended approval with the following conditions:

1. The applicant shall meet all requirements of the City Engineer and Le Sueur County.
2. Park dedication shall be provided in the form of cash-in-lieu at 10% of the 2/3rds of the property value.
3. The applicant shall dedicate drainage and utility easements on the perimeter of each lot at a minimum of 10 feet along the front and rear lot lines and 5 on the side lot lines.
4. A utility easement shall be dedicated along the sewer line on the western side of the property centered on the line and planned for 30 feet in width.
5. There electric utility easement over the property shall be vacated and replaced, if necessary, in a manner acceptable to City Staff.
6. The front of the buildings shall include the brick veneer as depicted on the plans submitted by the Applicant.

ACTION REQUESTED

City staff recommend City Council direct staff to bring back to the Council findings of approval for the Minor Subdivision. These findings would come in the form of Resolution R2026-007.

Alternate Actions:

- No action / Denial: First Reading of ordinance as presented will not be conducted unless otherwise directed by City Council.
- Modification of Recommendation: This is always an option for City Council.



City of Le Sueur, MN
Platting Application

Preliminary Plat \$500 plus \$1,000 Escrow
 Final Plat \$400

APPLICANT INFORMATION		
Name: Miller Homes LLC		
Street Address: 103 Elm Ave SW	City/State/Zip: Montgomery, MN 56069	
Phone: 507-210-0696	Email: nicolemillerhomes@hotmail.com	
PROPERTY INFORMATION		
Site Address: 800, 802, 804 Turril St., Le Sueur	PID#: 21.002.3300	# of Lots: 3
Subdivision Type(s): <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat		
NOTES TO APPLICANT		
<p>Submittal Checklist: ___ Certificate of Survey and Site plan including necessary exhibits (drawn to a tenth scale). ___ Completed Attachments as required per specific application.</p> <p>I hereby acknowledge the following: I have reviewed and understand the requirements of Le Sueur City Code Chapter 152 Subdivisions.</p> <p>By signing this application form, I agree that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the property owner to be paid immediately upon receipt or the City may approve a special assessment for which the property owner specifically agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statute 366.012 and Minnesota Statute 429.81 as amended. All fees and expenses are due whether the application is approved or denied or withdrawn. Escrow fees may also be collected but by may not cover actual expenses; any additional fees will be billed.</p> <p>I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge. I further understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.</p> <p>Applicant(s) <u>Peter Miller</u> Date: <u>11/11/25</u></p> <p>Owner(s): _____ Date: _____</p>		

Listed on the second page is a summary of what is required for each subdivision application. Please see Chapter 152 for detailed requirements prior to submittal.

*continued on next page.

§ 152.050 CONCEPT PLAN.

(A) In order to ensure that all applicants are informed of the procedural requirements and minimum standards of this chapter and the requirements or limitations imposed by other city ordinances, code provisions, or plans prior to the development of a preliminary plat, all applicants shall present a concept plan to the Zoning Administrator prior to filing a preliminary plat. Comments on the concept plan shall not be considered binding in regard to subsequent plat review. The Zoning Administrator shall have the authority to refer the concept plan to the Planning Commission and/or City Council for review and comment.

(B) The concept plan submission shall include, but not be limited to, the following:

1. Application and fee;
2. A deposit or escrow security in an amount determined necessary by the Zoning Administrator to pay review costs of the city staff and consultants; and
3. Plan information including a scaled drawing, written description, or other information determined necessary by the Zoning Administrator.

(C) The city will review the concept plan for adherence to site design considerations such as driveway access, lot size, block size, encroachment on wetlands or steep slopes, circulation, etc. After the review, the city will inform the applicant of its findings and suggest changes or improvements to the plan prior to submittal of a preliminary plat.

§ 152.051 PRELIMINARY PLAT.

- a) Pre-application meeting. Prior to submitting a preliminary plat application (following a concept plan review, if one occurs), the property owner/applicant shall meet with city staff to discuss the application. Through this meeting, the Zoning Administrator or designee may summarize the city's concept plan review comments and offer suggestions pertaining to additional information or design changes that may assist in expediting the preliminary plat review. The developer shall schedule the meeting with the City Administrator in advance.
- b) Neighborhood meeting. While not required, the city recommends that the property owner/applicant hold a neighborhood meeting for informal comment and feedback prior to preliminary plat application.
- c) The person applying for preliminary plat approval shall submit to the city a complete application and all other information required according to the deadline and meeting schedule established by the city. The application shall address the informational requirements of § 152.051(B) and also any issues identified through the concept plan review procedure.
- d) A complete preliminary plat application shall include:
 1. A graphic and written description of the information requirements outlined in this chapter.
 2. Applications shall be accompanied by a fee and processing escrow established by the City Council.
- e) The Zoning Administrator, upon receipt of the application, shall notify the applicant in writing within 15 business days if the application is found to be incomplete.

§ 152.052 FINAL PLAT.

(A) Filing and requirements for application. Approval of a preliminary plat by the City Council is an acceptance of the plat and indicates the developer may proceed toward final plat approval in accordance with the City Council approval of the preliminary plat, including conditions.

OFFICE USE ONLY	
Date Received:	Amount Paid:
Date Approved:	Approved By:



City of Le Sueur, MN
Conditional Use/Planned Unit Development
Permit Application
 \$400 Application Fee plus \$1,000 Escrow

APPLICANT INFORMATION	
Name: Miller Homes LLC	
Street Address: 103 Elm Ave SW	City/State/Zip: Montgomery, MN 56069
Phone: 507-210-0696	Email: nicolemillerhomes@hotmail.com
PROPERTY INFORMATION	
Site Address: 800, 802, 804 Turril St., Le Sueur	PID#: 21.002.3300
NOTES TO APPLICANT	
<p>Submittal Checklist: ___ Certificate of Survey and Site plan including necessary exhibits (drawn to a tenth scale). ___ Letter detailing reason for the conditional use permit request.</p> <p>I hereby acknowledge the following: I have reviewed and understand the requirements of Le Sueur City Code 153.023 regarding conditional use permits.</p> <p>By signing this application form, I agree that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the property owner to be paid immediately upon receipt or the City may approve a special assessment for which the property owner specifically agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes 366.012 as amended. All fees and expenses are due whether the application is approved or denied or withdrawn. Escrow fees may also be collected but may not cover actual expenses; any additional fees will be billed.</p> <p>I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge. I further understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.</p> <p>Applicant(s) <u>Peter Miller</u> Date: <u>11/11/25</u></p> <p>Owner(s): _____ Date: _____</p>	

§ 153.023 CONDITIONAL USE PERMITS.

(A) Purpose. The purpose of a conditional use permit is to provide the city with a reasonable degree of discretion in determining the suitability of certain designated uses upon the general welfare, public health and safety. A conditional use is a use which because of certain characteristics cannot be properly classified as a permitted use in the zoning district within which it is proposed. Conditional use permits are designed to meet the problem which arises where certain uses, although generally compatible with the basic use classification of a particular zone, should not be permitted to be located as a matter of right in every area included within the zone because of hazards inherent in the use itself or special problems which its proposed location may present. In making this determination, whether or not the conditional use is to be allowed, the city may consider the nature of the adjoining land or buildings, the effect upon traffic into and from the premises, or on any adjoining streets, and all other or further factors as the city shall deem a prerequisite of consideration in determining the effect of the use on the general welfare, public health and safety.

*continued on next page.

(B) Procedure. An application for a conditional use permit requires a public hearing and is to be processed in accordance with the procedures outlined in § 150.20 of this chapter.

(C) Application requirements. The information required for all conditional use permit applications generally consists of the following items and shall be submitted when requested by the city.

- 1) Site development plan. A site development plan, which shall include:
 - a. The location of all buildings on lots, including both existing and proposed structures;
 - b. The location of all adjacent buildings located within 200 feet of the exterior boundaries of the property in question;
 - c. The location and number of existing and proposed parking spaces;
 - d. Vehicular circulation;
 - e. Architectural elevations (type and materials used in all external surfaces);
 - f. The location and candle power of all luminaries; and
 - g. Curb cuts, driveways, and number of parking spaces.
- 2) Dimension plan. A dimension plan, which shall include:
 - a. Lot dimensions and area;
 - b. Dimensions of proposed and existing structures;
 - c. Building floor plan;
 - d. Setbacks of all buildings located on the property in question;
 - e. Proposed setbacks; and
 - f. A sanitary sewer and water plan with estimated use per day.
- 3) Grading plan. A grading plan, which shall include:
 - a. Existing contours;
 - b. Proposed grading elevations;
 - c. Drainage configurations;
 - d. Storm sewer catch basins and invert elevations;
 - e. Spot elevations; and
 - f. A proposed road profile.
- 4) Landscape plan. A landscape plan, which shall include:
 - a. (a) The location of all existing trees, their type and diameter, and which trees will be removed;
 - b. (b) The location, type, and diameter of all proposed plantings; and
 - c. (c) The location of and material used for all screening devices.
- 5) A legal description of the property under consideration.
- 6) Proof of ownership of the land for which a conditional use permit is requested.

(D) Criteria. The Planning Commission and City Council shall consider possible effects of the proposed conditional use. Its judgment shall be based upon, but not limited to, the following factors:

- 1) The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the comprehensive plan;
- 2) The proposed use is or will be compatible with present and future land uses of the area;
- 3) The proposed use conforms with all performance standards contained in this chapter;
- 4) The proposed use can be accommodated with existing public services and will not overburden the city's service capacity; and
- 5) Traffic generation by the proposed use is within capabilities of streets serving the property.

(E) Additional conditions. In permitting a new conditional use or in the event of the modification of an existing conditional use, the City Council may impose, in addition to the standards and requirements expressly specified by this chapter, additional conditions which the City Council considers necessary in its sole discretion to protect the best interests of people in the surrounding area and the community as a whole.

(Ord. 422, passed 6-8-1992; Ord. 444, passed 8-25-1997; Ord. 583, passed 8-26-2019

OFFICE USE ONLY	
Date Received:	Amount Paid:
Date Approved:	Approved By:

MINOR SUBDIVISION - PROPOSED

~for~ MILLER HOMES, LLC

~Part of~ Southeast Quarter of the Northeast Quarter
Section 2, Township 111, Range 26,
City of Le Sueur, Le Sueur County, MN

DESCRIPTION OF RECORD AS PROVIDED (per DOC. No. 445797)

Tract I:
That part of the Southeast Quarter of the Northeast Quarter of Section 2, Township 111 North, Range 26 West, Le Sueur County, Minnesota described as follows:

Commencing at the East Quarter corner of Section 2; thence North 00 degrees 00 minutes 00 seconds East (assumed bearing) along the east line of the Northeast Quarter of Section 2, a distance of 557.00 feet to the point of beginning; thence North 89 degrees 45 minutes 15 seconds West, 263.00 feet; thence South 00 degrees 00 minutes 00 seconds West along a line parallel with the east line of the Northeast Quarter of Section 2, a distance of 13.00 feet; thence South 89 degrees 45 minutes 15 seconds East, 263.00 feet to a point on the east line of the Northeast Quarter of Section 2; thence North 00 degrees 00 minutes 00 seconds East, along said east line, 13.00 feet to the point of beginning.

Said 13 foot wide parcel contain 3,419 square feet, subject to an easement for Hwy 112 purposes over and across the easterly boundary; also subject to any other easements of record.

AND

Tract II:
Commencing at the quarter-post on the East side of Section 2, Township 111 North, Range 26 West; thence North along the East line of said Section 2 a distance of 557 feet to a point, which point is hereby designated as the point of beginning; thence continuing North along the East line of said Section 2 a distance of 159 feet to a point; thence deflecting left 89 degrees 45 1/4 minutes a distance of 263 feet to a point; thence deflecting left 90 degrees 14 3/4 minutes parallel to the East line of said Section 2 a distance of 159 feet to a point; thence deflecting left 89 degrees 45 1/4 minutes parallel to the South line of the Northeast Quarter of Section 2 a distance of 263 feet to the point of beginning.

Subject to a right of way and easement for driveway purposes over the Westerly thirty feet of the above-described parcel of land.

ZONED: R-2 SETBACK ORDINANCES

PRINCIPAL FRONT YARD SETBACK = 30 FEET
SIDE (INTERIOR) YARD SETBACK = 7.5 FEET
SIDE (CORNER) YARD SETBACK = 20 FEET
REAR YARD SETBACK = 30 FEET
IMPERVIOUS SURFACE MAXIMUM = 50%

NOTES

- Bearings shown as "M." are based on the Le Sueur County Coordinate System NAD83.
- Parcel ID Number: 21.002.3300.
- Field survey was completed by E.G. Rud and Sons, Inc. on 03/31/21.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Subsurface and environmental conditions were not examined or considered during the process of this survey. No statement is made concerning the existence of underground or overhead containers or facilities that may affect the use or development of the surveyed premises.
- Utility information shown hereon was provided by the City of Le Sueur Public Utility Department, and was supplemented by information from a previous site plan created by Bolton & Menk, INC.

PARCEL 1 IMPERVIOUS SURFACE CALCULATIONS

TOTAL LOT AREA 15,808 SQFT
PROPOSED HOUSE AND GARAGE 2,136 SQFT
PROPOSED DRIVEWAY 488 SQFT
PROPOSED WALK 145 SQFT
TOTAL IMPERVIOUS SURFACE 2,769 SQFT
PERCENT IMPERVIOUS 17.5%

PARCEL 2 IMPERVIOUS SURFACE CALCULATIONS

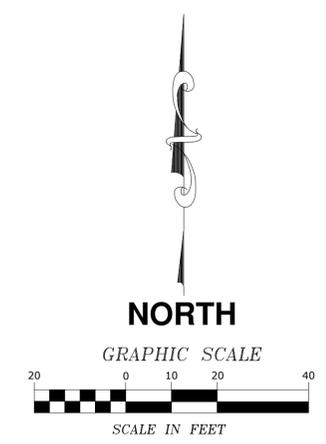
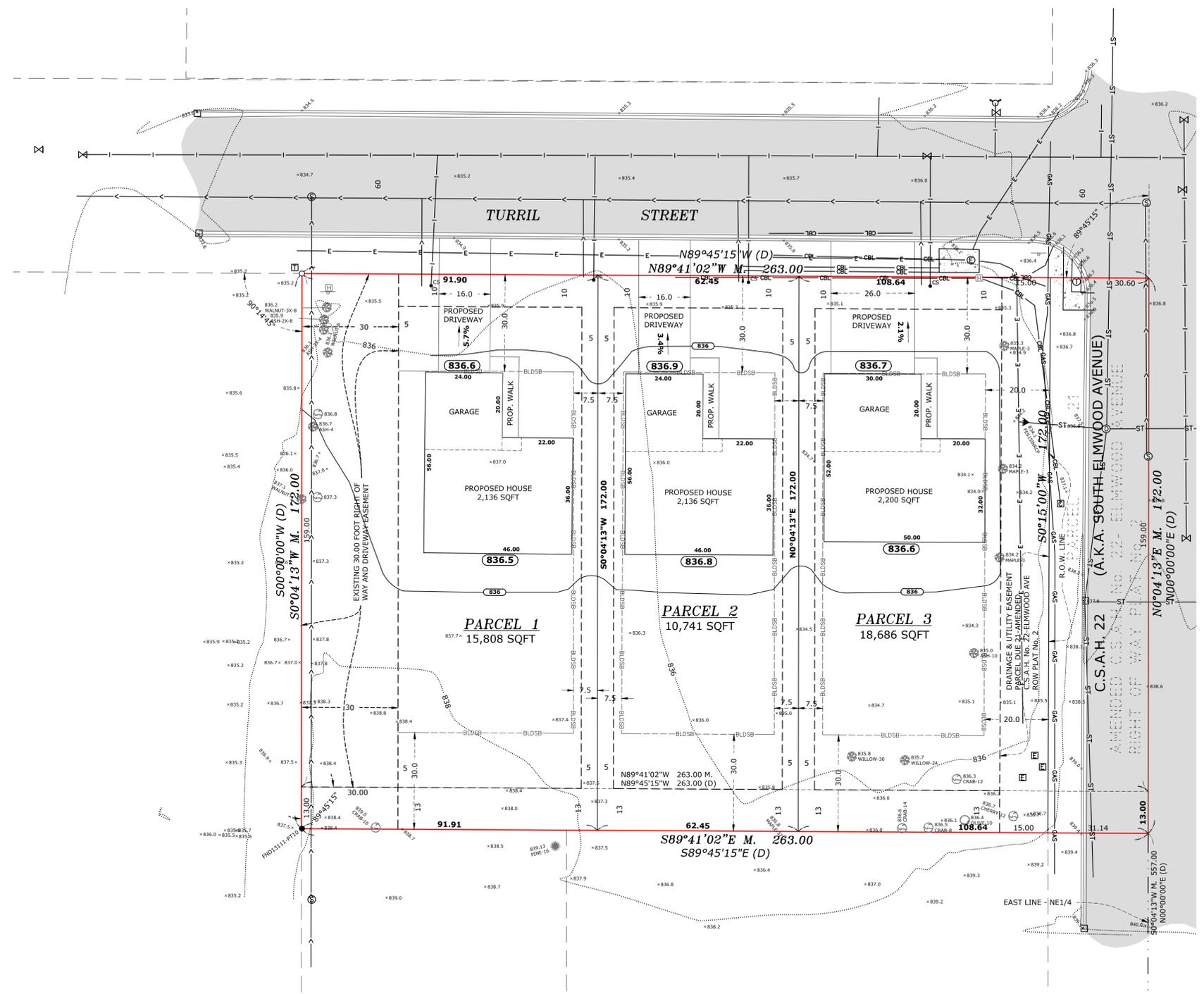
TOTAL LOT AREA 10,741 SQFT
PROPOSED HOUSE AND GARAGE 2,136 SQFT
PROPOSED DRIVEWAY 488 SQFT
PROPOSED WALK 145 SQFT
TOTAL IMPERVIOUS SURFACE 2,769 SQFT
PERCENT IMPERVIOUS 25.8%

PARCEL 3 IMPERVIOUS SURFACE CALCULATIONS

TOTAL LOT AREA 18,686 SQFT
PROPOSED HOUSE AND GARAGE 2,200 SQFT
PROPOSED DRIVEWAY 785 SQFT
PROPOSED WALK 135 SQFT
TOTAL IMPERVIOUS SURFACE 3,120 SQFT
PERCENT IMPERVIOUS 16.7%

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 45356/52705
- ⊕ DENOTES STORM SEWER MANHOLE
- DENOTES CATCH BASIN
- CS DENOTES CURB STOP
- ⊞ DENOTES ELECTRICAL BOX
- ⊞ DENOTES ELECTRICAL MANHOLE
- ⊞ DENOTES EXISTING SPOT ELEVATION
- ⊞ DENOTES SANITARY SEWER MANHOLE
- ⊞ DENOTES LIDAR CONTOURS
- SS DENOTES EXISTING SANITARY SEWER
- ST DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES BUILDING SETBACK LINE
- M. DENOTES BEARING PER COUNTY COORDINATES
- (D) DENOTES BEARING PER RECORD DEED



I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

KURT D. NELSON
Date: 10/10/25 License No. 45356

DRAWN BY: EMS	JOB NO: 250571PP	DATE: 10/10/25	
CHECK BY: CBS	FIELD CREW: N/A		
1			
2			
3			
NO.	DATE	DESCRIPTION	BY

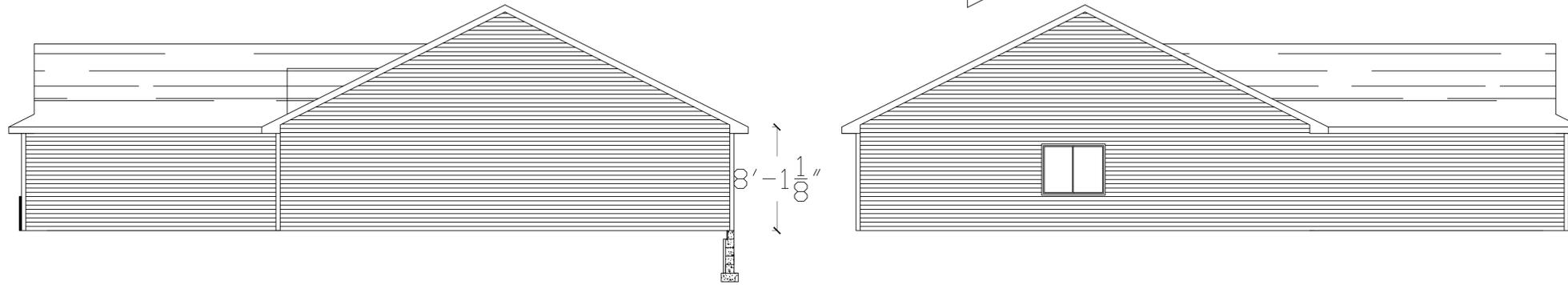
E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
990 5th Ave SE, Suite 2
Hutchinson, MN 55350
Tel. (320) 587-2025
www.egrud.com

General Notes

All Roof Lines 6/12



12
6



All Roof Lines 6/12

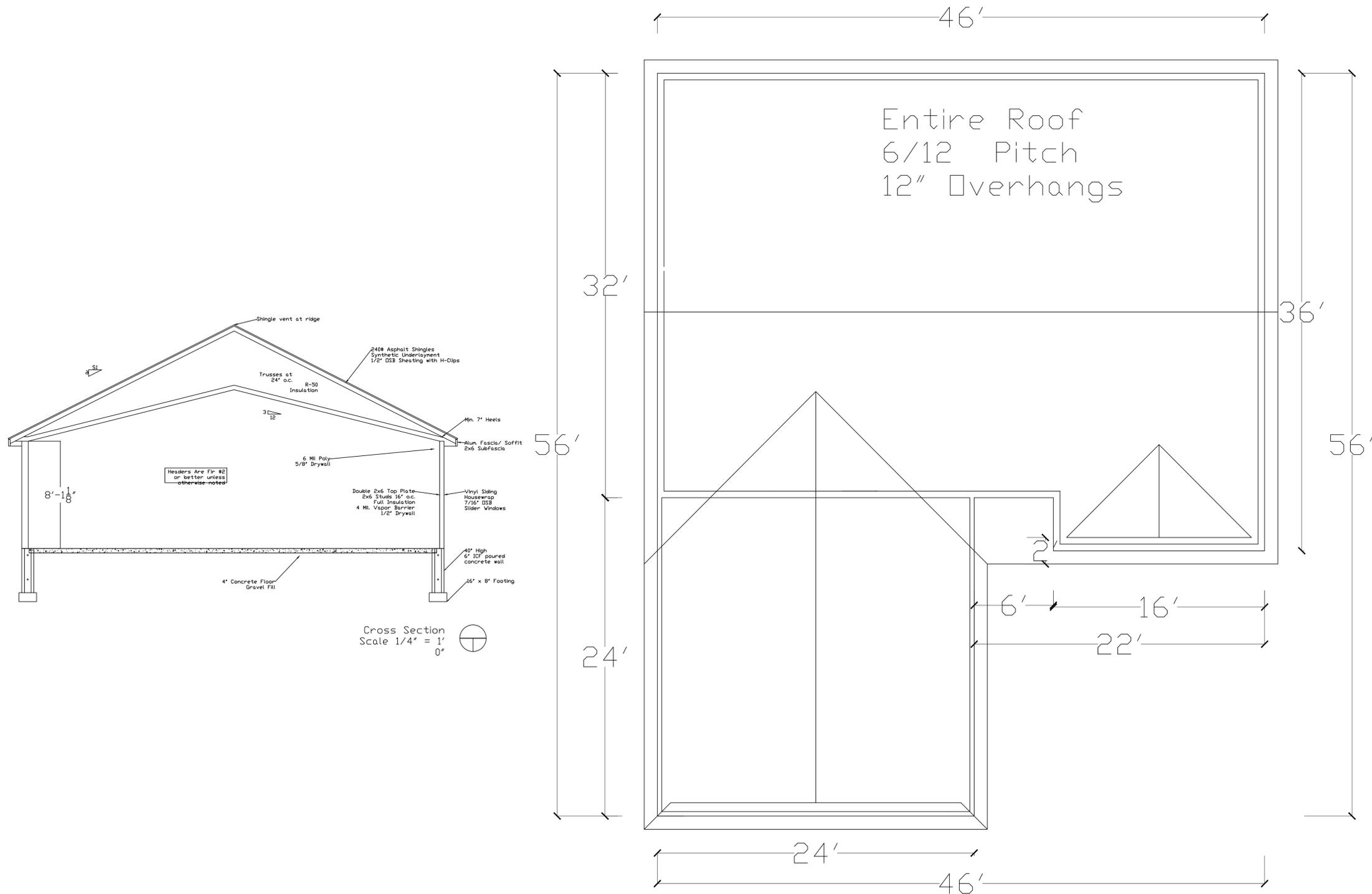


No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
 2025 The Spruce
 Elevation E
 Left Hand Garage

Project Spec House	Sheet 1
Date 11/11/2025	
Scale As Noted	

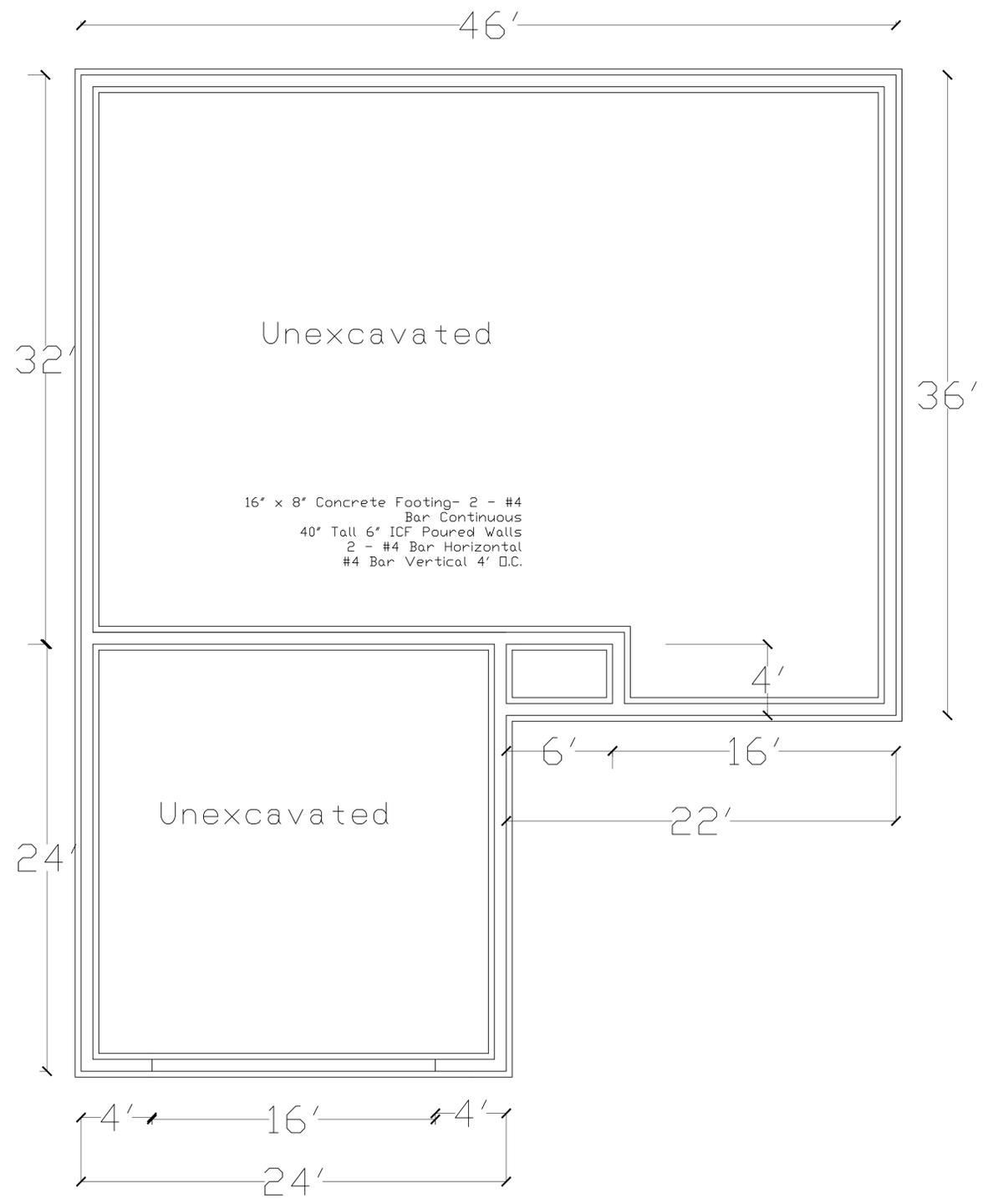


No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
 2025 The Spruce
 Elevation E
 Left Hand Garage

Project Spec House	Sheet 3
Date 11/11/2025	
Scale As Noted	



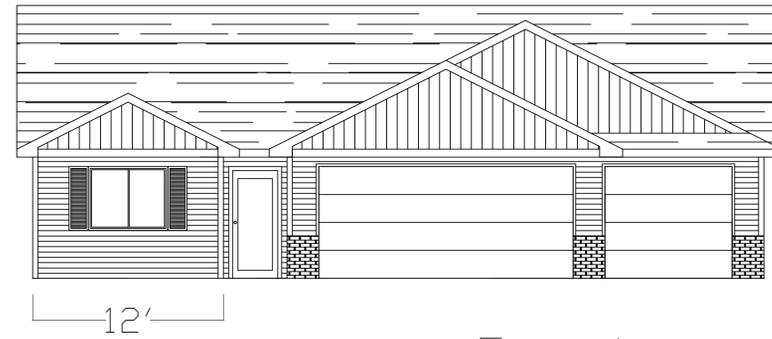
General Notes

No.	Revision/Issue	Date

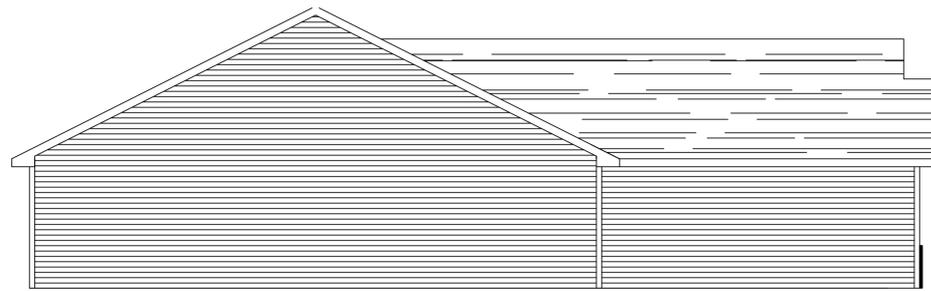
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Project Name and Address
 2025 The Spruce
 Elevation E
 Left Hand Garage

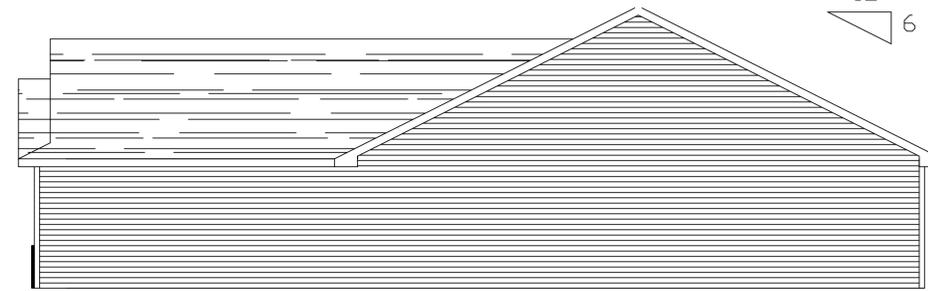
Project Spec House	Sheet 4
Date 11/11/2025	
Scale As Noted	



Front
Elevation



Left Elevation



Right Elevation



Rear
Elevation

General Notes

No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address

2025 The Spruce
Elevation B
Right Hand Garage

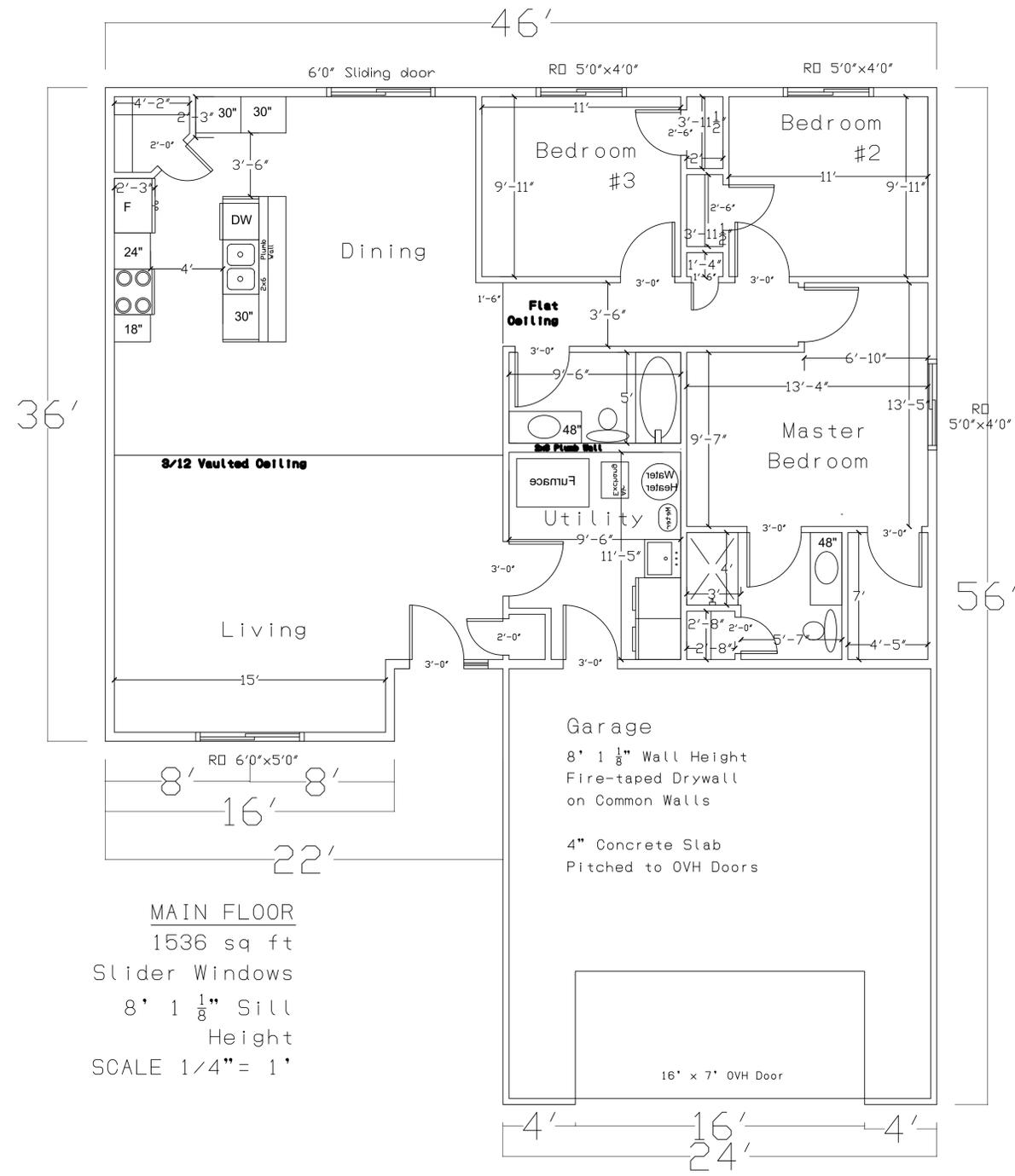
Project
Spec House

Date
3-15-23

Scale
As Noted

Sheet

1



MAIN FLOOR
 1536 sq ft
 Slider Windows
 8' 1 1/8" Sill
 Height
 SCALE 1/4" = 1'

General Notes

No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
 2025 The Spruce
 Elevation B
 Right Hand Garage

Project Spec House	Sheet
Date 3-15-23	2
Scale As Noted	

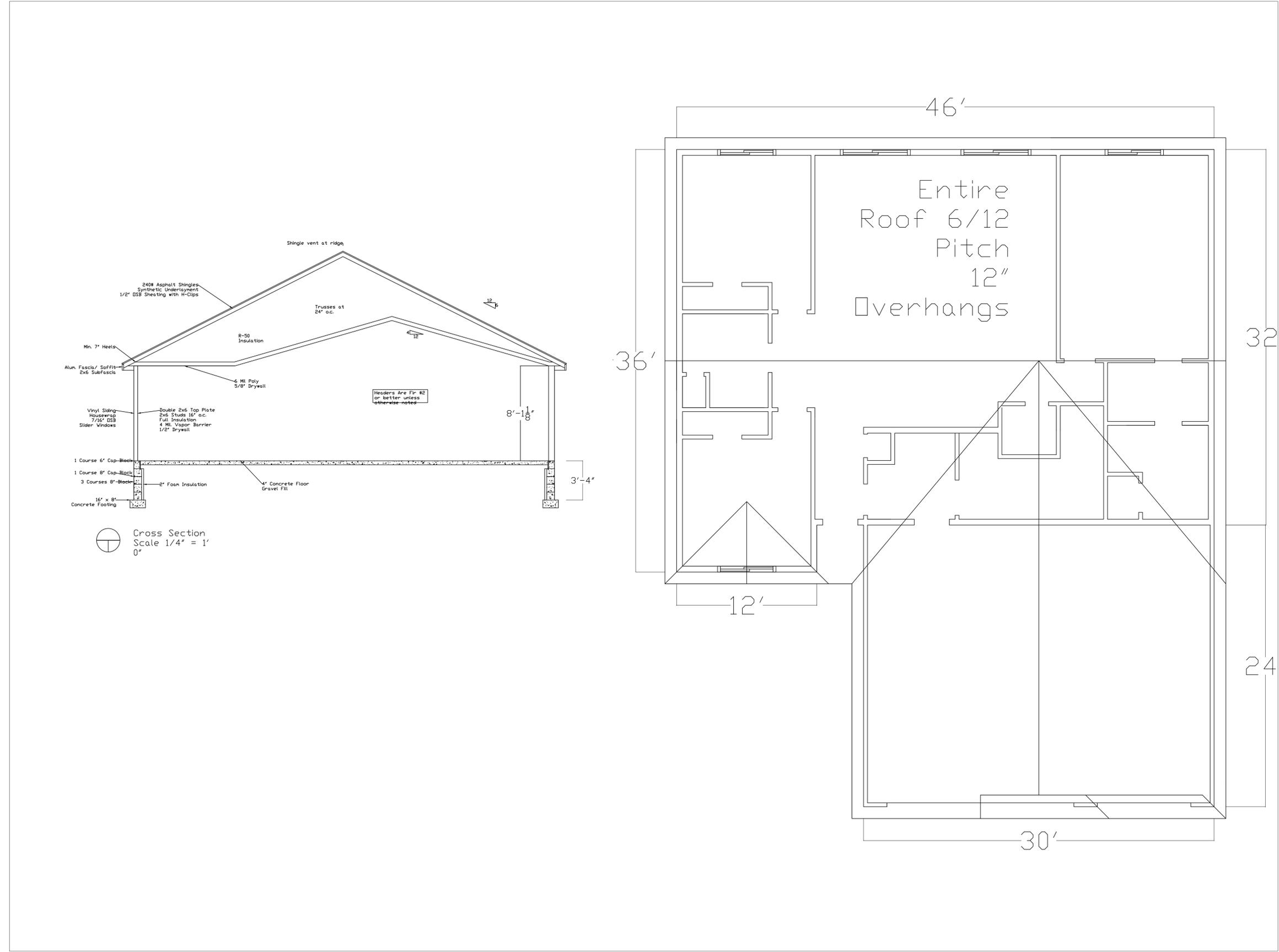
General Notes

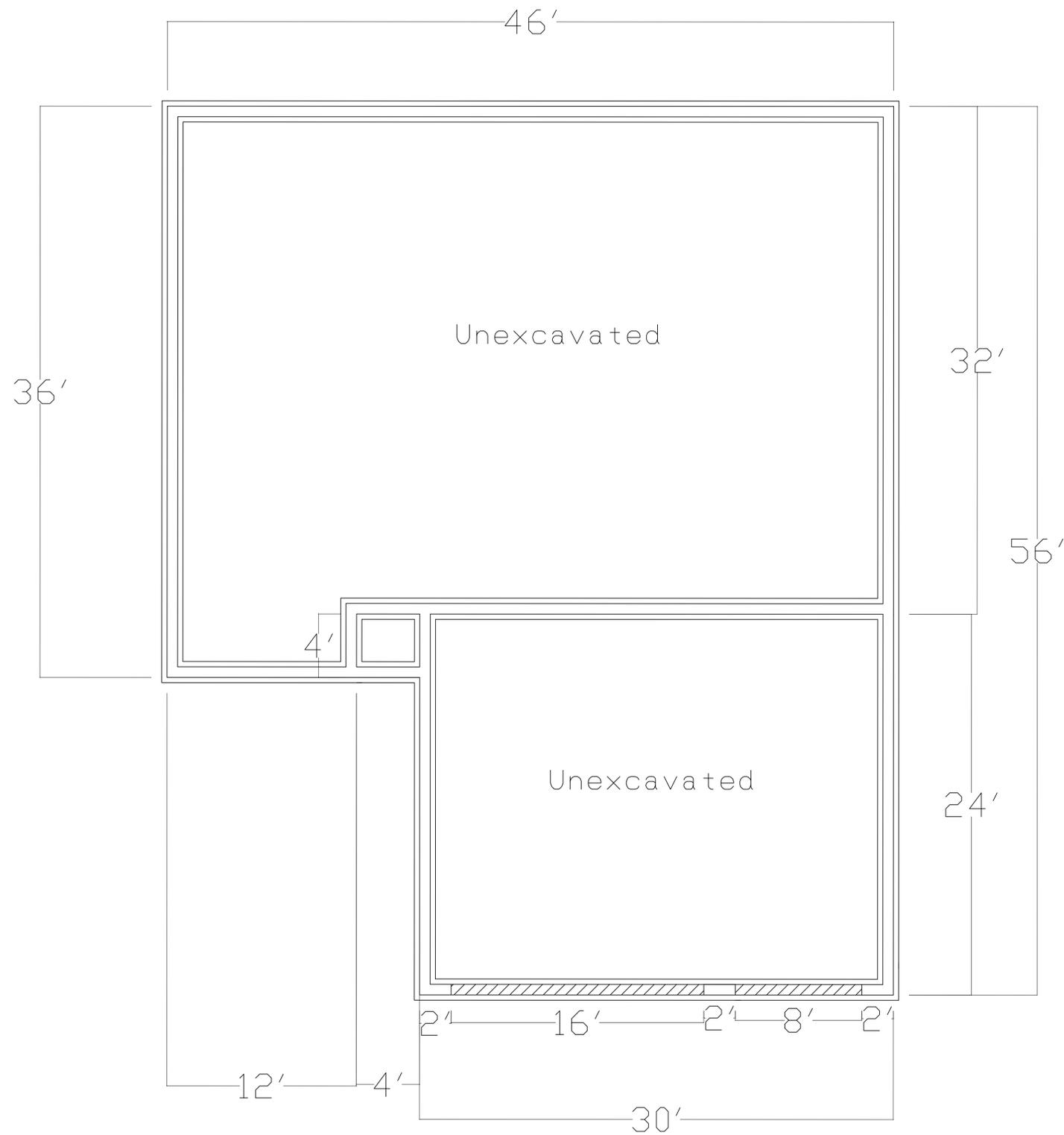
No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
 2025 The Spruce
 Elevation B
 Right Hand Garage

Project Spec House	Sheet 3
Date 3-15-23	
Scale As Noted	





General Notes

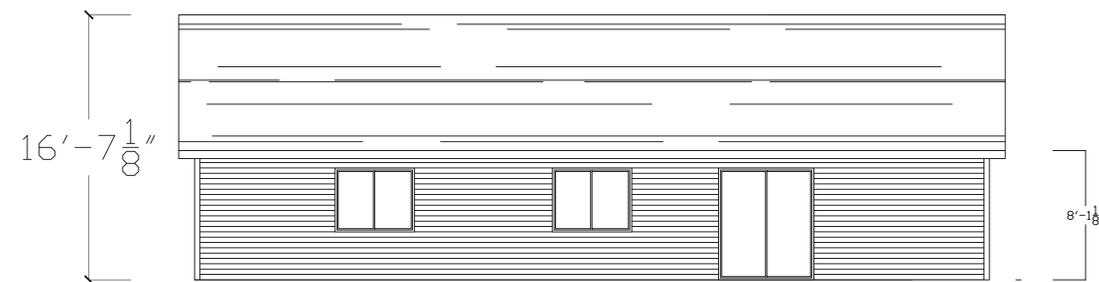
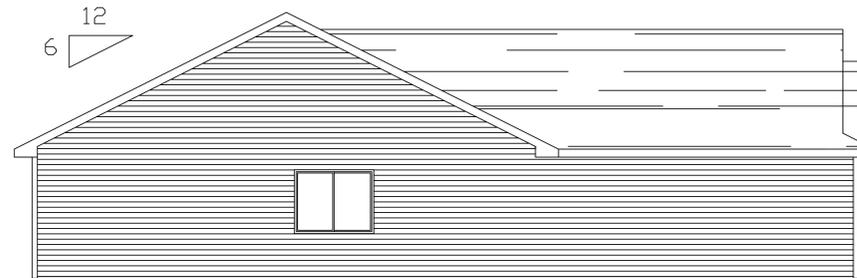
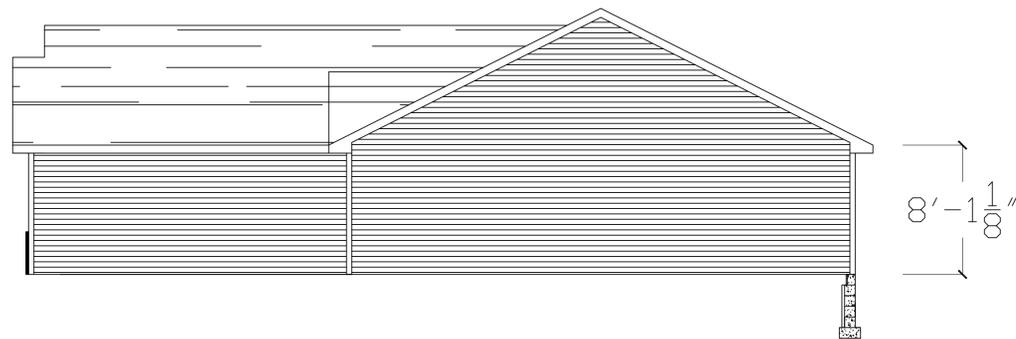
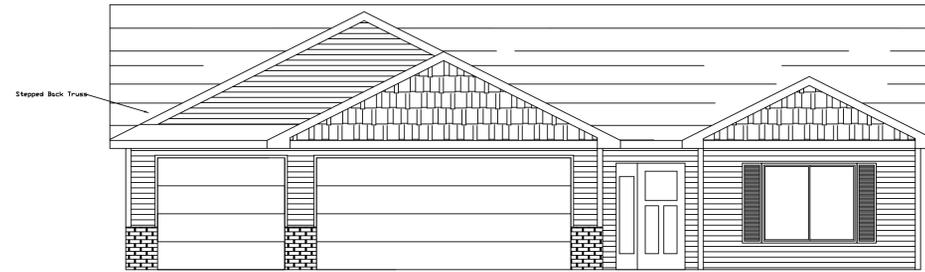
No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
 2025 The Spruce
 Elevation B
 Right Hand Garage

Project Spec House	Sheet 4
Date 3-15-23	
Scale As Noted	

All Roof Lines 6/12



No.	Revision/Issue	Date

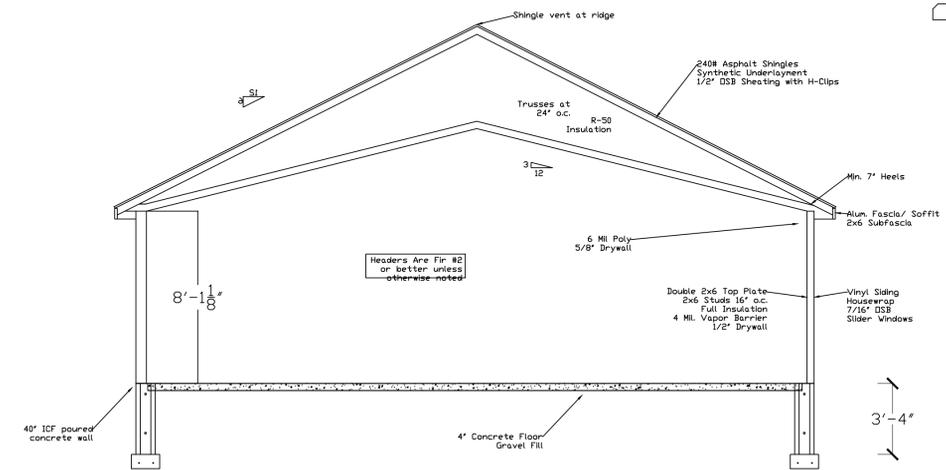
Firm Name and Address

Project Name and Address
The Fir
Elevation B
Left Hand Garage
2025

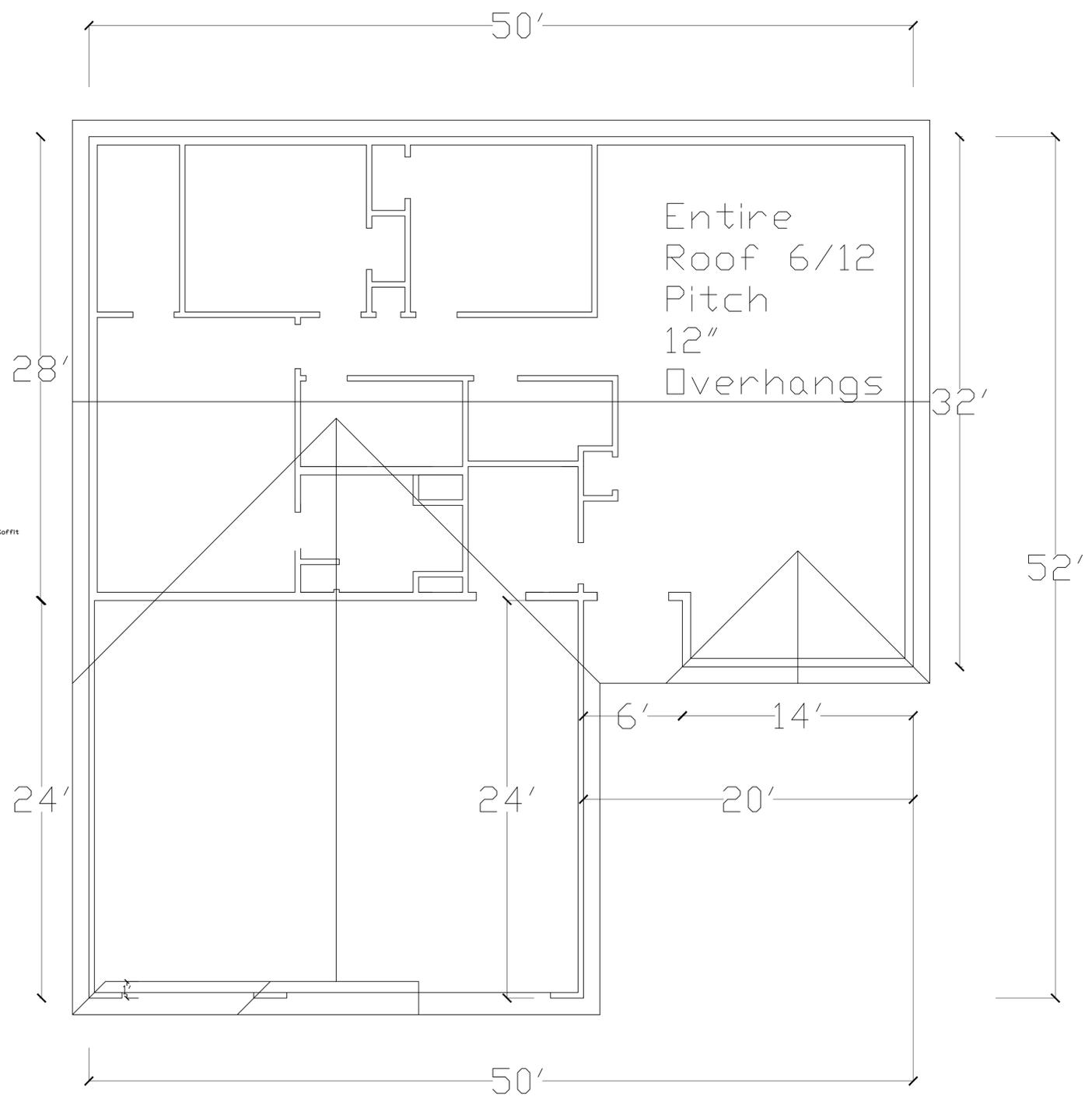
Project Spec House	Sheet 1
Date 7/8/2025	
Scale As Noted	

General Notes

Entire
Roof 6/12
Pitch
12"
Overhangs



Cross Section
Scale 1/4" = 1'
0"

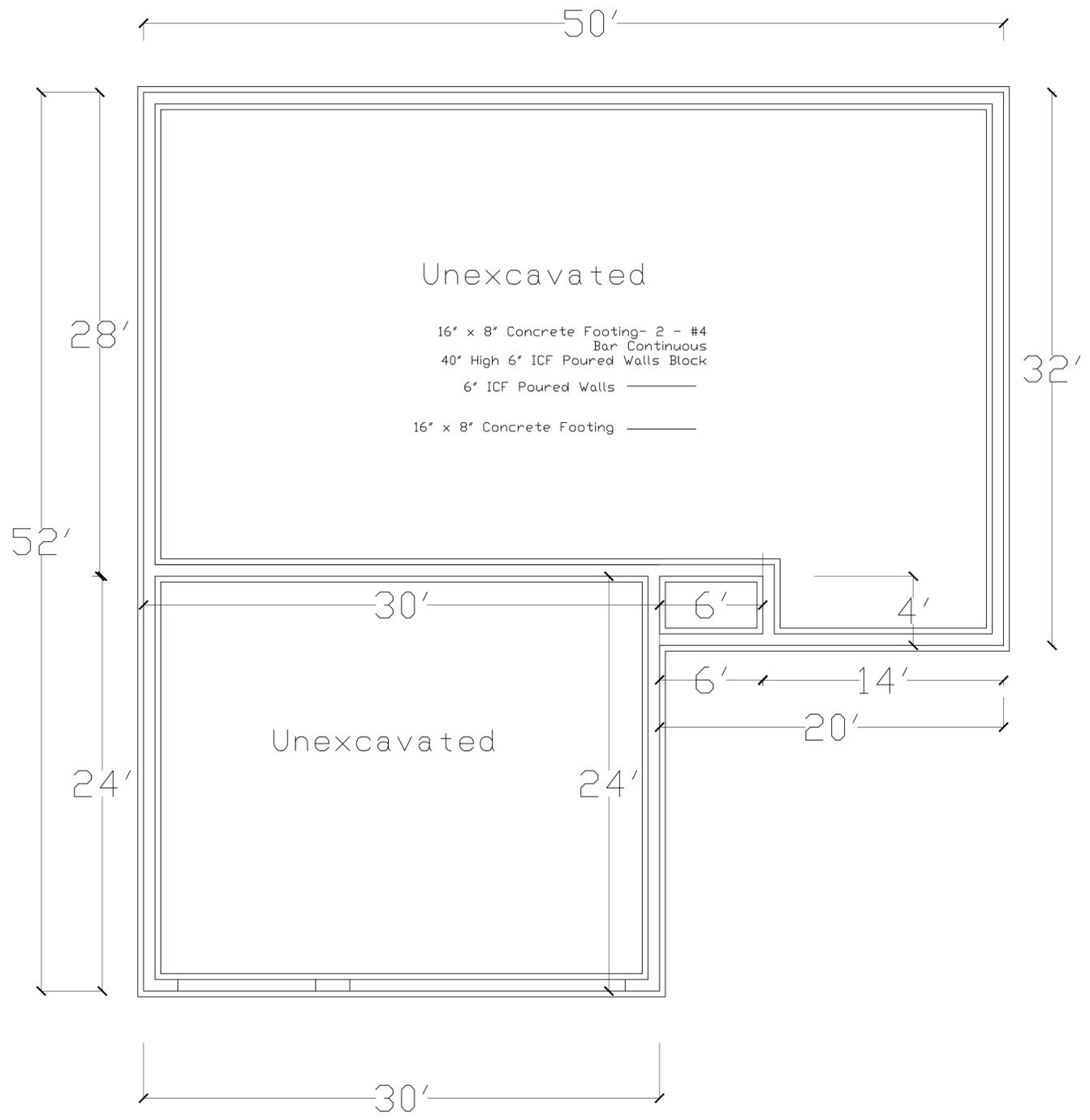


No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
The Fir
Elevation B
Left Hand Garage
2025

Project Spec House	Sheet 3
Date 7/8/2025	
Scale As Noted	



General Notes

No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
 The Fir
 Elevation B
 Left Hand Garage
 2025

Project Spec House	Sheet 4
Date 7/8/2025	
Scale As Noted	



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Nate Sparks, City Planner
Justin Nielsen, Building Official/Zoning Administrator

SUBJECT: First Reading, Ordinance 619: Planned Unit Development

DATE: For the City Council Meeting of Monday, January 26th, 2026

PURPOSE

Consider conducting the First Reading of Ordinance 619, which considers a Planned Unit Development at the southwest corner of Turril Street and Elmwood Avenue.

SUMMARY

Miller Homes has made an application for a minor subdivision and planned unit development to divide a property located at the southwest corner of Turril Street and Elmwood Avenue into three lots. The division requires a planned unit development in order to obtain flexibility from the strict adherence to the lot width standards.

The property is 1.04 acres in size, according to County records. It is located on the corner of Turril Street and Elmwood Avenue. It is currently vacant. There is property owned by the School District to the west. There is a cemetery to the south. Across the street to the north and east are single family homes.

There is a thirty foot wide easement along the western property line of the subject site in favor of the cemetery for access to the cemetery.

APPLICANT'S PROPOSAL

Miller Homes is seeking to divide the property into three lots that would all front on Turril Street. The lots are proposed for single family residential uses. The lots are proposed to be 91.9, 62.45, and 108.64 (77.5 exclusive of right-of-way easement) feet in width. The lot areas are proposed to be 15,808, 10,741, and 18,686 (approximately 13,780 excluding the right-of-way).

The middle lot would not meet the required lot width standards due to the fact that the easement along the west property line renders that portion of the site unbuildable. The applicant is seeking a planned unit development to allow for flexibility from the lot width standards while exceeding the lot area standards. This would allow for the property owner to develop the property into three lots while preserving this easement.

ISSUES/ANALYSIS

Land Use. The Comprehensive Plan is the ultimate guide for what property can be utilized for in the City. The City's Comprehensive Plan (Land Use Plan) guides the subject site for a Low Density Residential Land Use. This designation governs the intensity of use allowed for the property, based on the context of the site. This allows for single family residential land uses up to four units per acre. At 1.04 acres, there could be up to four units on the proposed site. The proposal is for three single family lots.

Zoning. The proposed development is on property zoned R-2, Single Family Residential. This requires lots to be 70 feet wide and 9,000 square feet in area. Setbacks are required at 30' front, 7.5' side, 20' corner, and 30' rear.

The proposed lots exceed the area standards, with the smallest being 10,741 square feet, while the lots are 91.9, 62.5, and 77.5 feet in width. The applicant is demonstrating a development plan that meets the minimum setbacks.

Planned Unit Development. When meeting the density requirements of the Comprehensive Plan, the City can consider alternative zoning standards, known as a planned unit development (PUD). The standards can allow for flexibility in width and area for lots but cannot allow for more lots to be placed on the property than what would otherwise be allowed in the Comprehensive Plan. The City can approve a PUD when the proposal is found to provide a more efficient subdivision design, allowing the City to meet policy goals, and other such objectives.

In this case, the applicant is proposing three lots on a property that could possibly accommodate four, and is proposing that each lot exceeds the minimum lot area standards. The applicant is also providing house styles for each lot that are demonstrated to exceed the City's minimum standards for houses.

Streets & Sidewalks. The proposed development would front on Turril Street, which is preferred to having driveway access to Elmwood Avenue, which is a higher classification roadway not intended for frequent access points.

Right-of-Way Dedication. The existing right-of-way is 60 feet in width for Turril Street. No additional dedication is necessary. Le Sueur County may request additional right-of-way for Elmwood Avenue, however, there is already an easement recorded on the property for this roadway, which is fairly recent, as part of the Elmwood Right-of-Way Plat.

Sidewalks. There is already a trail along Elmwood Avenue. There are no sidewalks along Turril Street and due to the lack of connection available, they are not recommended to be added at this time.

Park Dedication. With any subdivision, the City requires park dedication. The City may require parks or trails to be built. In this case, there are no park features planned for this area, therefore the park dedication would be cash-in-lieu of parkland. Since it is currently a buildable lot, the amount would be for 2/3rds of the value of the property. The County Assessor states the property

value is \$70,000. The park dedication amount is 10% of the value of the property (\$7000) and with the credit for having a buildable lot already it would be 2/3rds of that amount (\$4666). The City may request additional information regarding the value of the property to more accurately determine this amount.

Landscaping. The applicant will be required to plant trees on each lot with a building permit.

Architecture. The applicant has provided housing examples to be built within the development. All proposed homes meet the City's standards for house construction found in Section 153.074:

1. Perimeter foundation. Be constructed upon a continuous perimeter foundation that meets the requirements of the State Building Code.
2. Dimensional requirements. No residential structure shall have a width of less than 22 feet on not less than 70% of the structure. Width measurements shall not be inclusive of overhangs or other projections beyond the principal exterior walls.
3. Roof. Have an earth covered, composition, metal, shingled or tiled roof. All single-family dwellings other than approved earth sheltered homes shall have at least three/twelve (3/12) roof pitch with a one foot overhang.
4. Architecture. The exterior architectural design of a proposed dwelling may not be so at variance with, nor so similar to, the exterior architectural design of any structure or structures already constructed or in the course of construction in the immediate neighborhood, nor so at variance with the character of the surrounding neighborhood as to adversely affect the public health, safety or general welfare.
5. Orientation. Every single-family house shall be oriented to face the street from which the house derives its frontage.
6. Minimum floor area. Single-family dwellings shall have a minimum foundation footprint of 800 square feet.

The Applicant is also placing a brick veneer on the front of the building to improve the aesthetic appearance of the structures, in addition to meeting the minimum requirements.

Grading, Drainage, and Utilities. Issues related to grading, drainage, and utilities, including the establishment of easements, are subject to comment and recommendation by the City Engineer. The City Engineer reviews grading and utility plans against the City's engineering and design standards and requires general plan revisions to meet these standards. The City Engineer may require adjustments to the grading plan for the site to adequately meet the City's standards. There is a sewer line along the western lot line. A separate utility easement that is centered on the line that is planned to be 30 feet wide. There is a blanket electrical utility easement over the property. This will require vacation and replacement, if deemed necessary, prior to recording the division.

PLANNING COMMISSION REVIEW

The Planning Commission is tasked with reviewing the plans, taking public comment, and making a recommendation to the City Council on the project.

The application is technically two considerations, the Planned Unit Development and the Minor Subdivision.

The Planned Unit Development requires consideration based on being consistent with the purpose of a PUD in Section 153.027.A:

- 1) Innovations in development to the end that the growing demands for all styles of economic expansion may be met by greater variety in type, design, and sighting of structures and by the conservation and more efficient use of land in such developments;
- 2) Higher standards of site and building design through the use of trained and experienced land planners, architects and landscape architects;
- 3) More convenience in location and design of development and service facilities;
- 4) The preservation and enhancement of desirable site characteristics such as existing vegetation, natural topography and geologic features and the prevention of soil erosion;
- 5) A creative use of land and related physical development which allows a phased and orderly transition of land from one activity to another;
- 6) An efficient use of land resulting in smaller networks of utilities and streets thereby lowering development costs and public investments;
- 7) A development pattern in harmony with the objectives of the comprehensive plan. (PUD is not intended as a means to vary applicable planning and zoning principals);
- 8) A more desirable and creative environment than might be possible through the strict application on zoning and subdivision regulations of the city; and
- 9) That the flexibilities granted through the PUD process for the development produce a clear and identified benefit to the city that would not have been achievable following the standard zoning procedure.

The objective is to determine if the PUD generally meets one or more of the purpose statements above. The plan was created to exceed the intent of the Zoning Ordinance related to lot area but allow for a lessened lot width in exchange. It is also consistent with the Comprehensive Plan, as it has only single family dwellings and is under the required 4 units per acre.

PLANNING COMMISSION RECOMMENDATION

The Planning Commission found that the planned unit development generally meets City requirements and recommended approval with the following conditions:

1. The applicant shall meet all requirements of the City Engineer and Le Sueur County.
2. Park dedication shall be provided in the form of cash-in-lieu at 10% of the 2/3rds of the property value.
3. The applicant shall dedicate drainage and utility easements on the perimeter of each lot at a minimum of 10 feet along the front and rear lot lines and 5 on the side lot lines.
4. A utility easement shall be dedicated along the sewer line on the western side of the property centered on the line and planned for 30 feet in width.
5. There electric utility easement over the property shall be vacated and replaced, if necessary, in a manner acceptable to City Staff.
6. The front of the buildings shall include the brick veneer as depicted on the plans submitted by the Applicant.

ACTION REQUESTED

City staff recommend City Council concur with the Planning Commission's recommendation and conduct the First Reading of Ordinance 619 as presented.

Alternate Actions:

- No action / Denial: First Reading of ordinance as presented will not be conducted unless otherwise directed by City Council.
- Modification of Recommendation: This is always an option for City Council.

ORDINANCE NO. 619
CITY OF LE SUEUR, LE SUEUR COUNTY, MINNESOTA

**ESTABLISHING A PLANNED UNIT DEVELOPMENT
FOR MILLER HOMES – TURRIL STREET**

THE CITY OF LE SUEUR DOES ORDAIN:

SECTION 1. The City of Le Sueur received a request to amend the zoning classification of the following legally described property to PUD, Planned Unit Development, as stated in this ordinance:

Tract I: That part of the Southeast Quarter of the Northeast Quarter of Section 2, Township 111 North, Range 26 West, Le Sueur County, Minnesota described as follows: Commencing at the East Quarter corner of Section 2; thence North 00 degrees 00 minutes 00 seconds East (assumed bearing) along the east line of the Northeast Quarter of Section 2, a distance of 557.00 feet to the point of beginning; thence North 89 degrees 45 minutes 15 seconds West, 263.00 feet; thence South 00 degrees 00 minutes 00 seconds West along a line parallel with the east line of the Northeast Quarter of Section 2, a distance of 13.00 feet; thence South 89 degrees 45 minutes 15 seconds East, 263.00 feet to a point on the east line of the Northeast Quarter of Section 2; thence North 00 degrees 00 minutes 00 seconds East, along said east line, 13.00 feet to the point of beginning. Said 13 foot wide parcel contain 3,419 square feet, subject to an easement for Hwy 112 purposes over and across the easterly boundary; also subject to any other easements of record. AND Tract II: Commencing at the quarter-post on the East side of Section 2, Township 111 North, Range 26 West; thence North along the East line of said Section 2 a distance of 557 feet to a point, which point is hereby designated as the point of beginning; thence continuing North along the East line of said Section 2 a distance of 159 feet to a point; thence deflecting left 89 degrees 45 1/4 minutes a distance of 263 feet to a point; thence deflecting left 90 degrees 14 3/4 minutes parallel to the East line of said Section 2 a distance of 159 feet to a point; thence deflecting left 89 degrees 45 1/4 minutes parallel to the South line of the Northeast Quarter of Section 2 a distance of 263 feet to the point of beginning. Subject to a right of way and easement for driveway purposes over the Westerly thirty feet of the above-described parcel of land.

SECTION 2. The PUD District described within this ordinance shall be placed as an overlay district on the existing property which shall remain with a base zoning classification of R-2, Single Family Residential.

SECTION 3. Miller Homes – Turril Street Planned Unit Development Development Plan.

- A. All entitlements, including but not limited to, allowed dwelling units, allowed uses, location and boundaries of the sub-districts and development standards established within this PUD District are hereby set forth by the Miller Homes –

Turril Street Development Plan dated October 10, 2025 as may be modified by Resolution R2026-007.

- B. Any allowed uses and standards not specifically addressed by this Ordinance shall be subject to the requirements set forth by the City of Le Sueur Zoning Ordinance in the manner stated within this ordinance.

SECTION 4. Allowed Uses. The allowed uses within the PUD Overlay District are found within the base zoning district as identified within this ordinance.

SECTION 5. Lot Area, Dimensional, and Construction Requirements. Lot requirements for the various sub-districts shall conform to the general width and area as stated below:

- A. All lots shall be a minimum of 60 feet in width.
- B. All lots shall meet the area requirements of the base zoning district.
- C. Any standards not contemplated by this ordinance shall be governed by the R-2, Single-Family Residential District.
- D. The single-family houses constructed within the PUD Overlay shall be generally consistent with the house plans reviewed by the Planning Commission and incorporate a stone accent material on the front facade.

SECTION 6. The Zoning Administrator is hereby directed to make the appropriate changes to the official zoning map of the City of Le Sueur to reflect the change in zoning classifications as set forth above.

SECTION 7. Effective Date. This ordinance is effective upon adoption and publication and the recording of the minor subdivision approved in Resolution R2026-007.

ADOPTED by the City Council of the City of Le Sueur, Minnesota this 9th day of February 2026.

Shawn Kirby, Mayor

ATTEST:

Lindsey Dhaene, City Clerk



City of Le Sueur, MN
Platting Application

Preliminary Plat \$500 plus \$1,000 Escrow
 Final Plat \$400

APPLICANT INFORMATION		
Name: Miller Homes LLC		
Street Address: 103 Elm Ave SW	City/State/Zip: Montgomery, MN 56069	
Phone: 507-210-0696	Email: nicolemillerhomes@hotmail.com	
PROPERTY INFORMATION		
Site Address: 800, 802, 804 Turril St., Le Sueur	PID#: 21.002.3300	# of Lots: 3
Subdivision Type(s): <input type="checkbox"/> Preliminary Plat <input type="checkbox"/> Final Plat		
NOTES TO APPLICANT		
<p>Submittal Checklist: ___ Certificate of Survey and Site plan including necessary exhibits (drawn to a tenth scale). ___ Completed Attachments as required per specific application.</p> <p>I hereby acknowledge the following: I have reviewed and understand the requirements of Le Sueur City Code Chapter 152 Subdivisions.</p> <p>By signing this application form, I agree that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the property owner to be paid immediately upon receipt or the City may approve a special assessment for which the property owner specifically agrees to be to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statute 366.012 and Minnesota Statute 429.81 as amended. All fees and expenses are due whether the application is approved or denied or withdrawn. Escrow fees may also be collected but by may not cover actual expenses; any additional fees will be billed.</p> <p>I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge. I further understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.</p> <p>Applicant(s) <u>Peter Miller</u> Date: <u>11/11/25</u></p> <p>Owner(s): _____ Date: _____</p>		

Listed on the second page is a summary of what is required for each subdivision application. Please see Chapter 152 for detailed requirements prior to submittal.

*continued on next page.

§ 152.050 CONCEPT PLAN.

(A) In order to ensure that all applicants are informed of the procedural requirements and minimum standards of this chapter and the requirements or limitations imposed by other city ordinances, code provisions, or plans prior to the development of a preliminary plat, all applicants shall present a concept plan to the Zoning Administrator prior to filing a preliminary plat. Comments on the concept plan shall not be considered binding in regard to subsequent plat review. The Zoning Administrator shall have the authority to refer the concept plan to the Planning Commission and/or City Council for review and comment.

(B) The concept plan submission shall include, but not be limited to, the following:

1. Application and fee;
2. A deposit or escrow security in an amount determined necessary by the Zoning Administrator to pay review costs of the city staff and consultants; and
3. Plan information including a scaled drawing, written description, or other information determined necessary by the Zoning Administrator.

(C) The city will review the concept plan for adherence to site design considerations such as driveway access, lot size, block size, encroachment on wetlands or steep slopes, circulation, etc. After the review, the city will inform the applicant of its findings and suggest changes or improvements to the plan prior to submittal of a preliminary plat.

§ 152.051 PRELIMINARY PLAT.

- a) Pre-application meeting. Prior to submitting a preliminary plat application (following a concept plan review, if one occurs), the property owner/applicant shall meet with city staff to discuss the application. Through this meeting, the Zoning Administrator or designee may summarize the city's concept plan review comments and offer suggestions pertaining to additional information or design changes that may assist in expediting the preliminary plat review. The developer shall schedule the meeting with the City Administrator in advance.
- b) Neighborhood meeting. While not required, the city recommends that the property owner/applicant hold a neighborhood meeting for informal comment and feedback prior to preliminary plat application.
- c) The person applying for preliminary plat approval shall submit to the city a complete application and all other information required according to the deadline and meeting schedule established by the city. The application shall address the informational requirements of § 152.051(B) and also any issues identified through the concept plan review procedure.
- d) A complete preliminary plat application shall include:
 1. A graphic and written description of the information requirements outlined in this chapter.
 2. Applications shall be accompanied by a fee and processing escrow established by the City Council.
- e) The Zoning Administrator, upon receipt of the application, shall notify the applicant in writing within 15 business days if the application is found to be incomplete.

§ 152.052 FINAL PLAT.

(A) Filing and requirements for application. Approval of a preliminary plat by the City Council is an acceptance of the plat and indicates the developer may proceed toward final plat approval in accordance with the City Council approval of the preliminary plat, including conditions.

OFFICE USE ONLY	
Date Received:	Amount Paid:
Date Approved:	Approved By:



City of Le Sueur, MN
Conditional Use/Planned Unit Development
Permit Application
 \$400 Application Fee plus \$1,000 Escrow

APPLICANT INFORMATION	
Name: Miller Homes LLC	
Street Address: 103 Elm Ave SW	City/State/Zip: Montgomery, MN 56069
Phone: 507-210-0696	Email: nicolemillerhomes@hotmail.com
PROPERTY INFORMATION	
Site Address: 800, 802, 804 Turril St., Le Sueur	PID#: 21.002.3300
NOTES TO APPLICANT	
<p>Submittal Checklist: ___ Certificate of Survey and Site plan including necessary exhibits (drawn to a tenth scale). ___ Letter detailing reason for the conditional use permit request.</p> <p>I hereby acknowledge the following: I have reviewed and understand the requirements of Le Sueur City Code 153.023 regarding conditional use permits.</p> <p>By signing this application form, I agree that all fees and expenses incurred by the City for the processing of this application, including costs for professional services, are the responsibility of the property owner to be paid immediately upon receipt or the City may approve a special assessment for which the property owner specifically agrees to be assessed for 100 percent per annum and waives any and all appeals under Minnesota Statutes 366.012 as amended. All fees and expenses are due whether the application is approved or denied or withdrawn. Escrow fees may also be collected but may not cover actual expenses; any additional fees will be billed.</p> <p>I, the undersigned, hereby apply for the considerations described above and declare that the information and materials submitted in support of this application are in compliance with adopted City policy and ordinance requirements are complete to the best of my knowledge. I further understand that this application will be processed in accordance with established City review procedures and Minnesota Statutes 15.99 as amended, at such time as it is determined to be complete. Pursuant to Minnesota Statutes 15.99, the City will notify the applicant within fifteen (15) business days from the filing date of any incomplete or other information necessary to complete the application. Failure on my part to supply all necessary information as requested by the City may be cause for denying this application.</p> <p>Applicant(s) <u>Peter Miller</u> Date: <u>11/11/25</u></p> <p>Owner(s): _____ Date: _____</p>	

§ 153.023 CONDITIONAL USE PERMITS.

(A) Purpose. The purpose of a conditional use permit is to provide the city with a reasonable degree of discretion in determining the suitability of certain designated uses upon the general welfare, public health and safety. A conditional use is a use which because of certain characteristics cannot be properly classified as a permitted use in the zoning district within which it is proposed. Conditional use permits are designed to meet the problem which arises where certain uses, although generally compatible with the basic use classification of a particular zone, should not be permitted to be located as a matter of right in every area included within the zone because of hazards inherent in the use itself or special problems which its proposed location may present. In making this determination, whether or not the conditional use is to be allowed, the city may consider the nature of the adjoining land or buildings, the effect upon traffic into and from the premises, or on any adjoining streets, and all other or further factors as the city shall deem a prerequisite of consideration in determining the effect of the use on the general welfare, public health and safety.

*continued on next page.

(B) Procedure. An application for a conditional use permit requires a public hearing and is to be processed in accordance with the procedures outlined in § 150.20 of this chapter.

(C) Application requirements. The information required for all conditional use permit applications generally consists of the following items and shall be submitted when requested by the city.

- 1) Site development plan. A site development plan, which shall include:
 - a. The location of all buildings on lots, including both existing and proposed structures;
 - b. The location of all adjacent buildings located within 200 feet of the exterior boundaries of the property in question;
 - c. The location and number of existing and proposed parking spaces;
 - d. Vehicular circulation;
 - e. Architectural elevations (type and materials used in all external surfaces);
 - f. The location and candle power of all luminaries; and
 - g. Curb cuts, driveways, and number of parking spaces.
- 2) Dimension plan. A dimension plan, which shall include:
 - a. Lot dimensions and area;
 - b. Dimensions of proposed and existing structures;
 - c. Building floor plan;
 - d. Setbacks of all buildings located on the property in question;
 - e. Proposed setbacks; and
 - f. A sanitary sewer and water plan with estimated use per day.
- 3) Grading plan. A grading plan, which shall include:
 - a. Existing contours;
 - b. Proposed grading elevations;
 - c. Drainage configurations;
 - d. Storm sewer catch basins and invert elevations;
 - e. Spot elevations; and
 - f. A proposed road profile.
- 4) Landscape plan. A landscape plan, which shall include:
 - a. (a) The location of all existing trees, their type and diameter, and which trees will be removed;
 - b. (b) The location, type, and diameter of all proposed plantings; and
 - c. (c) The location of and material used for all screening devices.
- 5) A legal description of the property under consideration.
- 6) Proof of ownership of the land for which a conditional use permit is requested.

(D) Criteria. The Planning Commission and City Council shall consider possible effects of the proposed conditional use. Its judgment shall be based upon, but not limited to, the following factors:

- 1) The proposed action has been considered in relation to the specific policies and provisions of and has been found to be consistent with the comprehensive plan;
- 2) The proposed use is or will be compatible with present and future land uses of the area;
- 3) The proposed use conforms with all performance standards contained in this chapter;
- 4) The proposed use can be accommodated with existing public services and will not overburden the city's service capacity; and
- 5) Traffic generation by the proposed use is within capabilities of streets serving the property.

(E) Additional conditions. In permitting a new conditional use or in the event of the modification of an existing conditional use, the City Council may impose, in addition to the standards and requirements expressly specified by this chapter, additional conditions which the City Council considers necessary in its sole discretion to protect the best interests of people in the surrounding area and the community as a whole.

(Ord. 422, passed 6-8-1992; Ord. 444, passed 8-25-1997; Ord. 583, passed 8-26-2019

OFFICE USE ONLY	
Date Received:	Amount Paid:
Date Approved:	Approved By:

MINOR SUBDIVISION - PROPOSED

~for~ MILLER HOMES, LLC

~Part of~ Southeast Quarter of the Northeast Quarter
Section 2, Township 111, Range 26,
City of Le Sueur, Le Sueur County, MN

DESCRIPTION OF RECORD AS PROVIDED (per DOC. No. 445797)

Tract I:
That part of the Southeast Quarter of the Northeast Quarter of Section 2, Township 111 North, Range 26 West, Le Sueur County, Minnesota described as follows:

Commencing at the East Quarter corner of Section 2; thence North 00 degrees 00 minutes 00 seconds East (assumed bearing) along the east line of the Northeast Quarter of Section 2, a distance of 557.00 feet to the point of beginning; thence North 89 degrees 45 minutes 15 seconds West, 263.00 feet; thence South 00 degrees 00 minutes 00 seconds West along a line parallel with the east line of the Northeast Quarter of Section 2, a distance of 13.00 feet; thence South 89 degrees 45 minutes 15 seconds East, 263.00 feet to a point on the east line of the Northeast Quarter of Section 2; thence North 00 degrees 00 minutes 00 seconds East, along said east line, 13.00 feet to the point of beginning.

Said 13 foot wide parcel contain 3,419 square feet, subject to an easement for Hwy 112 purposes over and across the easterly boundary; also subject to any other easements of record.

AND

Tract II:
Commencing at the quarter-post on the East side of Section 2, Township 111 North, Range 26 West; thence North along the East line of said Section 2 a distance of 557 feet to a point, which point is hereby designated as the point of beginning; thence continuing North along the East line of said Section 2 a distance of 159 feet to a point; thence deflecting left 89 degrees 45 1/4 minutes a distance of 263 feet to a point; thence deflecting left 90 degrees 14 3/4 minutes parallel to the East line of said Section 2 a distance of 159 feet to a point; thence deflecting left 89 degrees 45 1/4 minutes parallel to the South line of the Northeast Quarter of Section 2 a distance of 263 feet to the point of beginning.

Subject to a right of way and easement for driveway purposes over the Westerly thirty feet of the above-described parcel of land.

ZONED: R-2 SETBACK ORDINANCES

- PRINCIPAL FRONT YARD SETBACK = 30 FEET
- SIDE (INTERIOR) YARD SETBACK = 7.5 FEET
- SIDE (CORNER) YARD SETBACK = 20 FEET
- REAR YARD SETBACK = 30 FEET
- IMPERVIOUS SURFACE MAXIMUM = 50%

NOTES

- Bearings shown as "M." are based on the Le Sueur County Coordinate System NAD83.
- Parcel ID Number: 21.002.3300.
- Field survey was completed by E.G. Rud and Sons, Inc. on 03/31/21.
- This survey was prepared without the benefit of title work. Additional easements, restrictions and/or encumbrances may exist other than those shown hereon. Survey subject to revision upon receipt of a current title commitment or an attorney's title opinion.
- Subsurface and environmental conditions were not examined or considered during the process of this survey. No statement is made concerning the existence of underground or overhead containers or facilities that may affect the use or development of the surveyed premises.
- Utility information shown hereon was provided by the City of Le Sueur Public Utility Department, and was supplemented by information from a previous site plan created by Bolton & Menk, INC.

PARCEL 1 IMPERVIOUS SURFACE CALCULATIONS

TOTAL LOT AREA 15,808 SQFT
PROPOSED HOUSE AND GARAGE 2,136 SQFT
PROPOSED DRIVEWAY 488 SQFT
PROPOSED WALK 145 SQFT
TOTAL IMPERVIOUS SURFACE 2,769 SQFT
PERCENT IMPERVIOUS 17.5%

PARCEL 2 IMPERVIOUS SURFACE CALCULATIONS

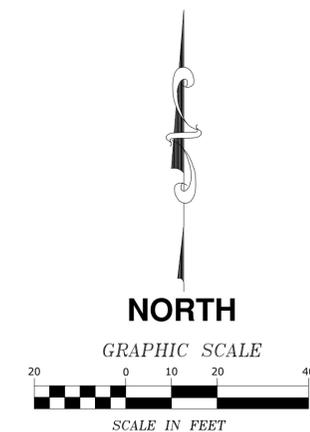
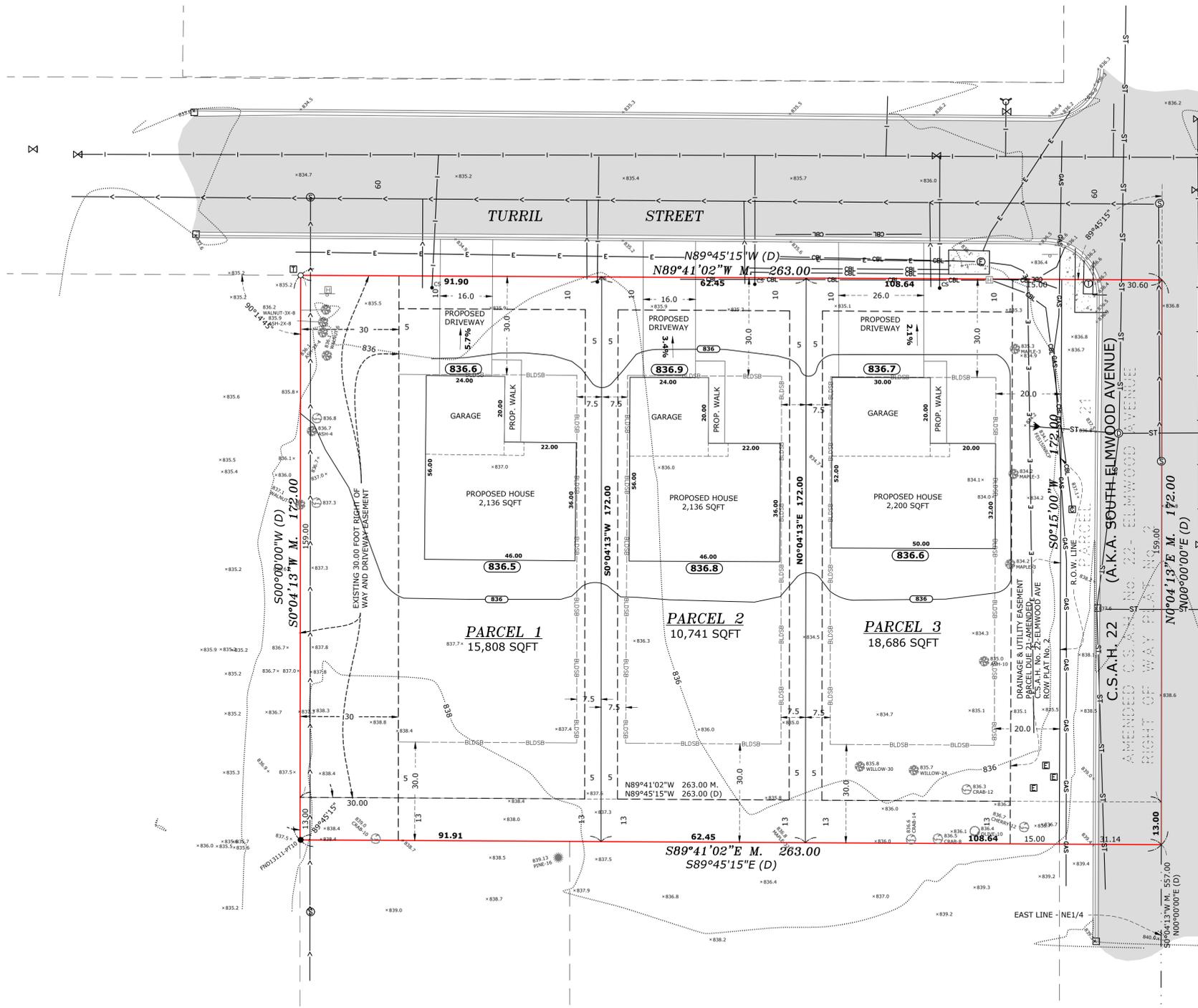
TOTAL LOT AREA 10,741 SQFT
PROPOSED HOUSE AND GARAGE 2,136 SQFT
PROPOSED DRIVEWAY 488 SQFT
PROPOSED WALK 145 SQFT
TOTAL IMPERVIOUS SURFACE 2,769 SQFT
PERCENT IMPERVIOUS 25.8%

PARCEL 3 IMPERVIOUS SURFACE CALCULATIONS

TOTAL LOT AREA 18,686 SQFT
PROPOSED HOUSE AND GARAGE 2,200 SQFT
PROPOSED DRIVEWAY 785 SQFT
PROPOSED WALK 135 SQFT
TOTAL IMPERVIOUS SURFACE 3,120 SQFT
PERCENT IMPERVIOUS 16.7%

LEGEND

- DENOTES IRON MONUMENT FOUND AS LABELED
- DENOTES IRON MONUMENT SET, MARKED RLS# 45356/52705
- ⊕ DENOTES STORM SEWER MANHOLE
- ⊞ DENOTES CATCH BASIN
- CS DENOTES CURB STOP
- ⊞ DENOTES ELECTRICAL BOX
- ⊞ DENOTES ELECTRICAL MANHOLE
- ⊞ DENOTES EXISTING SPOT ELEVATION
- ⊞ DENOTES SANITARY SEWER MANHOLE
- ⊞ DENOTES LIDAR CONTOURS
- SS DENOTES EXISTING SANITARY SEWER
- ST DENOTES EXISTING STORM SEWER
- DENOTES EXISTING WATER MAIN
- DENOTES BUILDING SETBACK LINE
- M. DENOTES BEARING PER COUNTY COORDINATES
- (D) DENOTES BEARING PER RECORD DEED



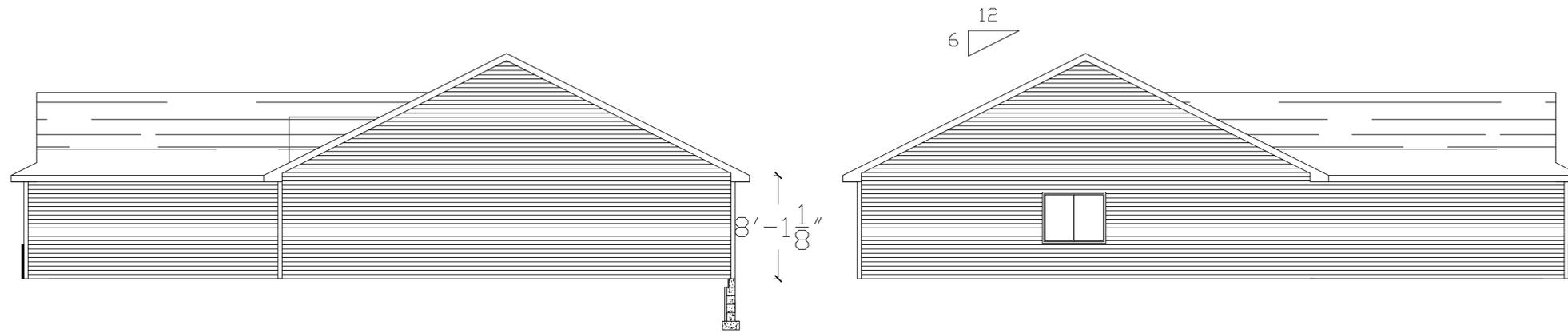
I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota.

KURT D. NELSON
Date: 10/10/25 License No. 45356

DRAWN BY: EMS	JOB NO: 250571PP	DATE: 10/10/25	
CHECK BY: CBS	FIELD CREW: N/A		
1			
2			
3			
NO.	DATE	DESCRIPTION	BY

E. G. RUD & SONS, INC.
EST. 1977
Professional Land Surveyors
990 5th Ave SE, Suite 2
Hutchinson, MN 55350
Tel. (320) 587-2025

General Notes

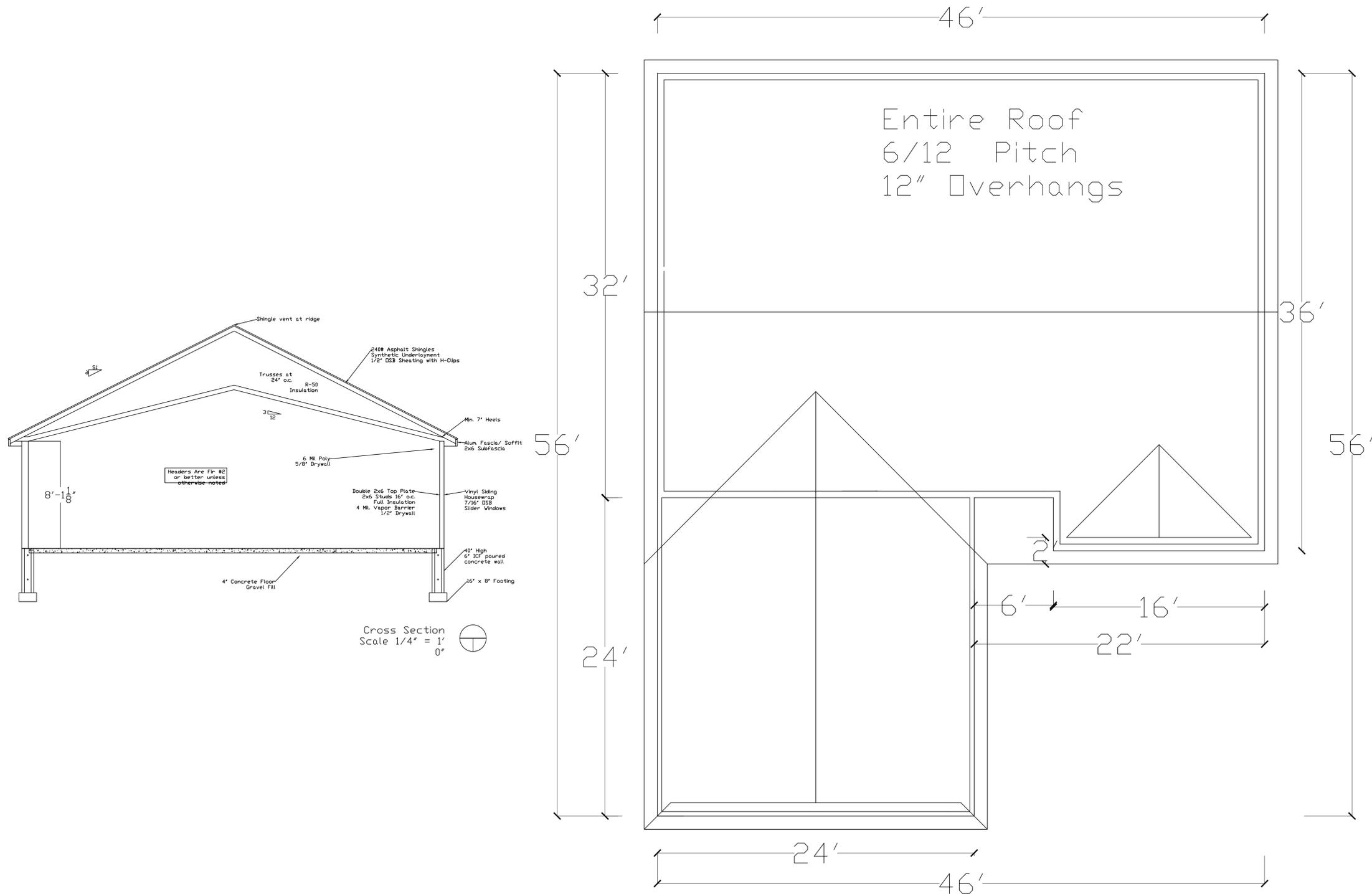


No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
 2025 The Spruce
 Elevation E
 Left Hand Garage

Project Spec House	Sheet 1
Date 11/11/2025	
Scale As Noted	

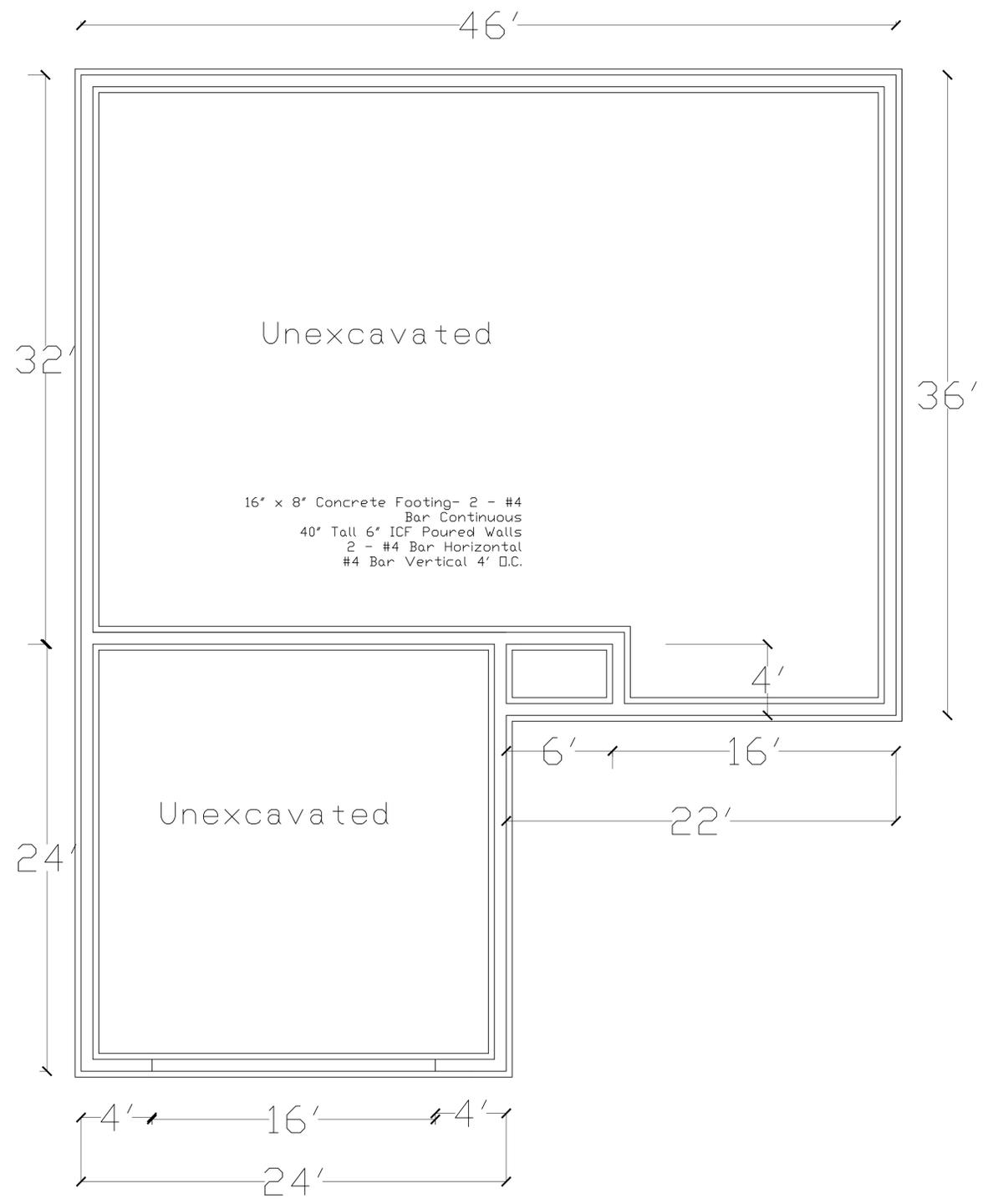


No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
 2025 The Spruce
 Elevation E
 Left Hand Garage

Project Spec House	Sheet 3
Date 11/11/2025	
Scale As Noted	



General Notes

No.	Revision/Issue	Date

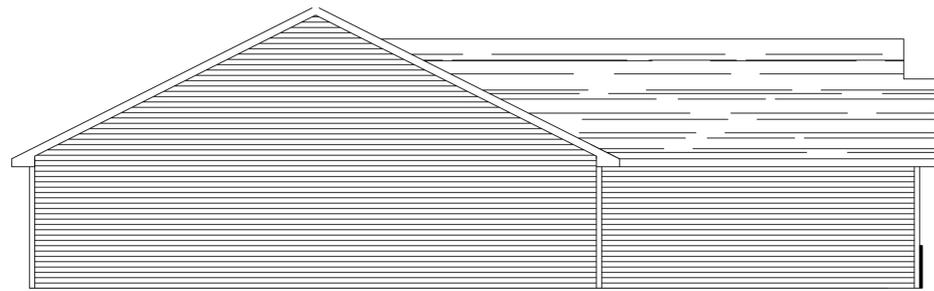
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Project Name and Address
 2025 The Spruce
 Elevation E
 Left Hand Garage

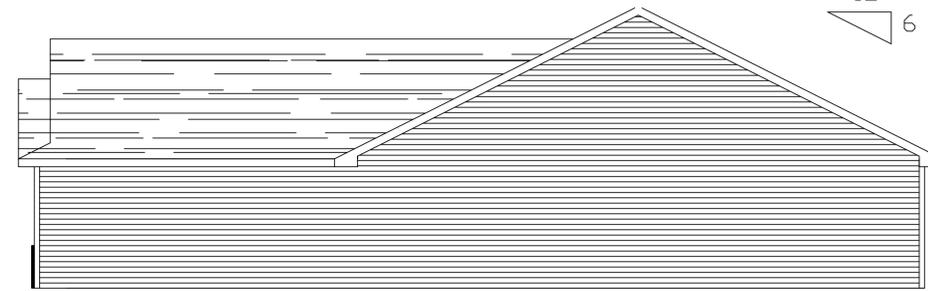
Project Spec House	Sheet 4
Date 11/11/2025	
Scale As Noted	



Front
Elevation



Left Elevation



Right Elevation



Rear
Elevation

General Notes

No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
2025 The Spruce
Elevation B
Right Hand Garage

Project Spec House	Sheet 1
Date 3-15-23	
Scale As Noted	

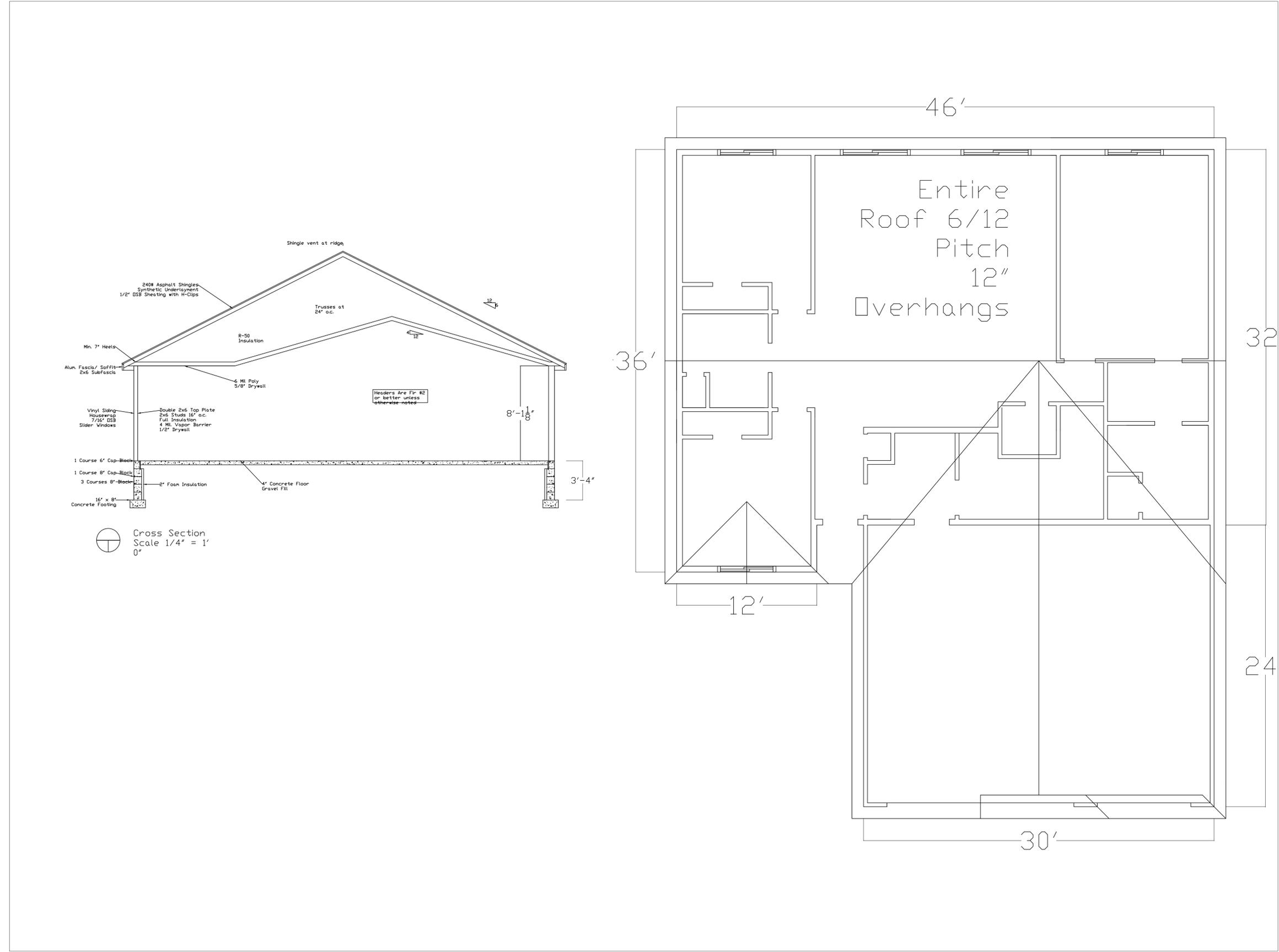
General Notes

No.	Revision/Issue	Date

Firm Name and Address

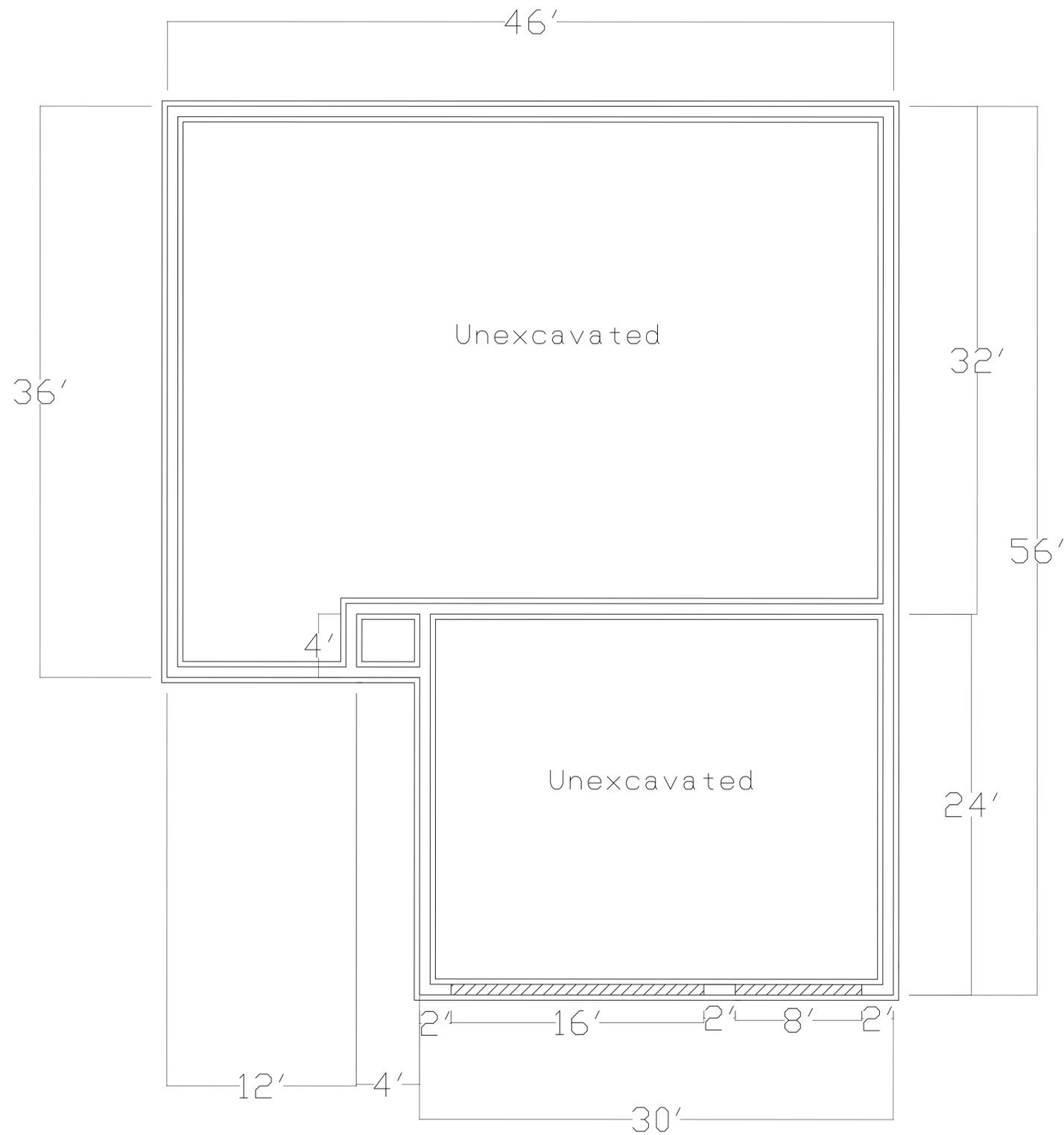
Project Name and Address
 2025 The Spruce
 Elevation B
 Right Hand Garage

Project Spec House	Sheet 3
Date 3-15-23	
Scale As Noted	



Entire
 Roof 6/12
 Pitch
 12"
 Overhangs

Cross Section
 Scale 1/4" = 1'
 0"



General Notes

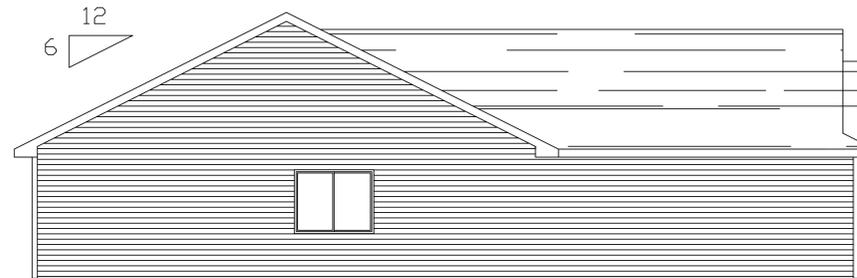
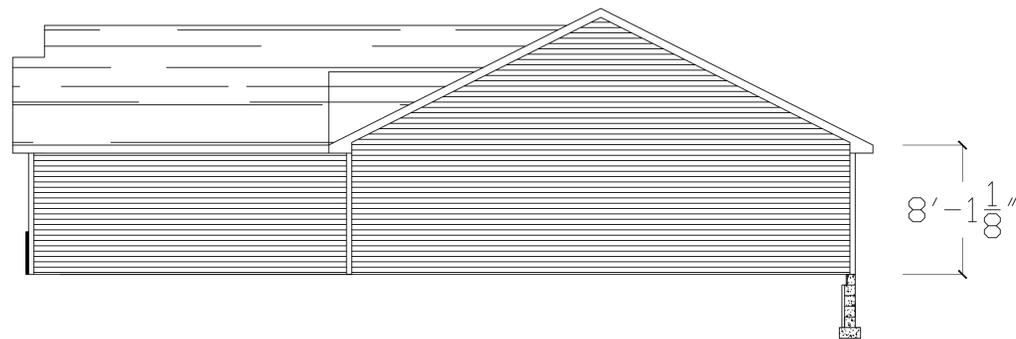
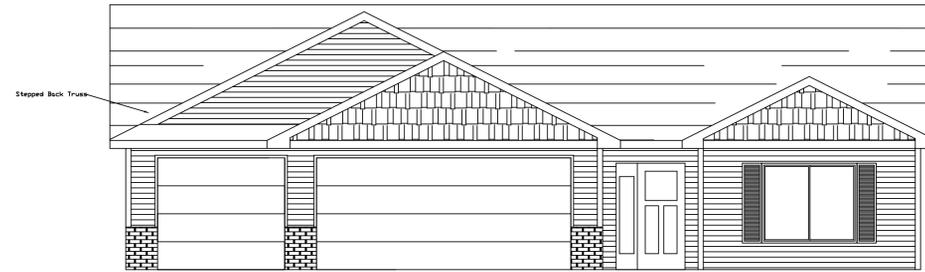
No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
 2025 The Spruce
 Elevation B
 Right Hand Garage

Project Spec House	Sheet 4
Date 3-15-23	
Scale As Noted	

All Roof Lines 6/12



No.	Revision/Issue	Date

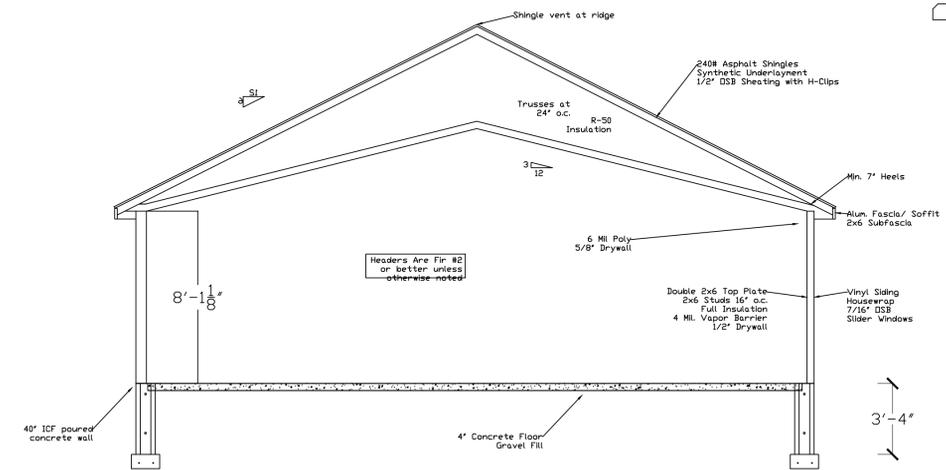
Firm Name and Address

Project Name and Address
The Fir
Elevation B
Left Hand Garage
2025

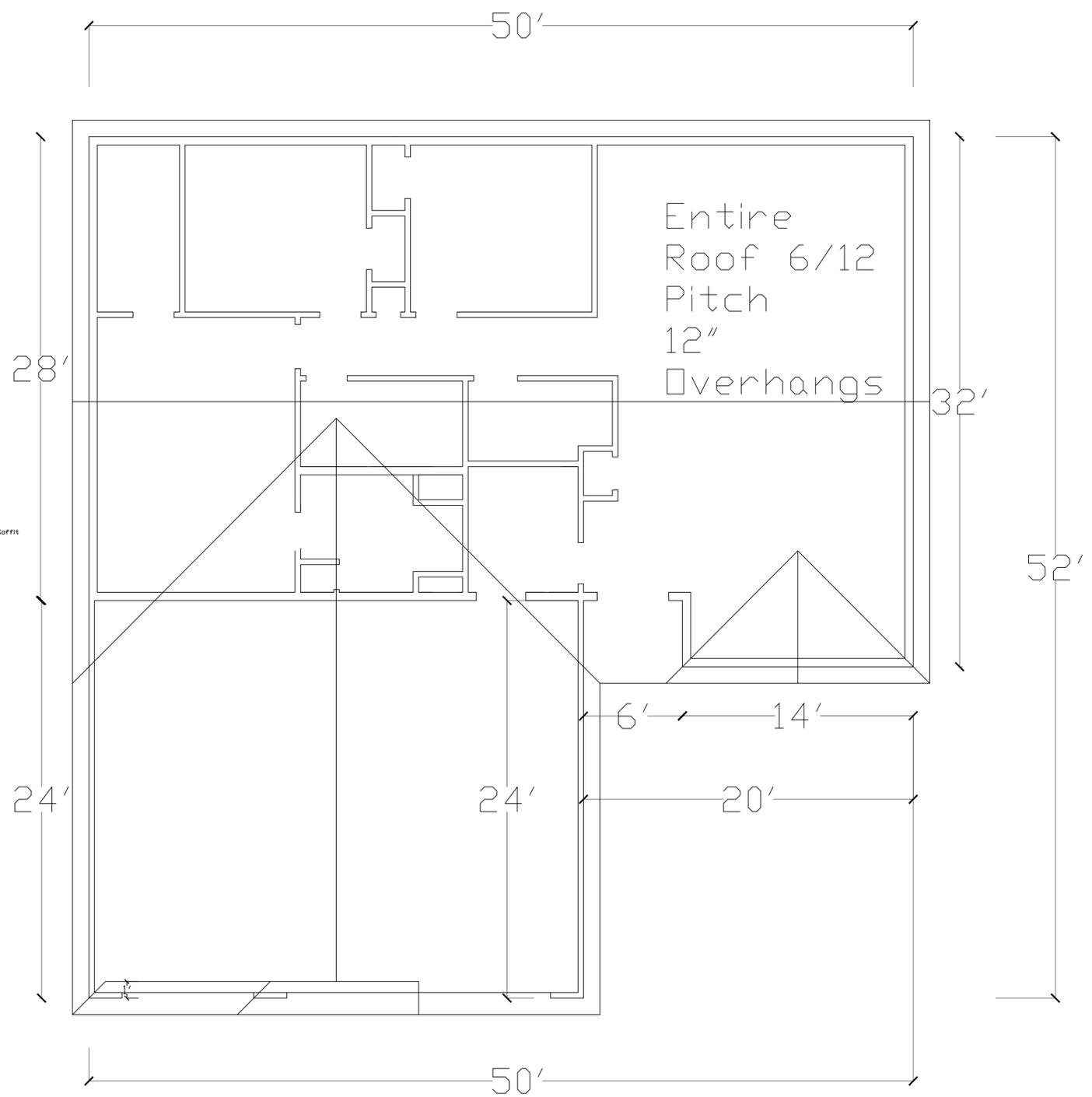
Project Spec House	Sheet 1
Date 7/8/2025	
Scale As Noted	

General Notes

Entire
Roof 6/12
Pitch
12"
Overhangs



Cross Section
Scale 1/4" = 1'
0"

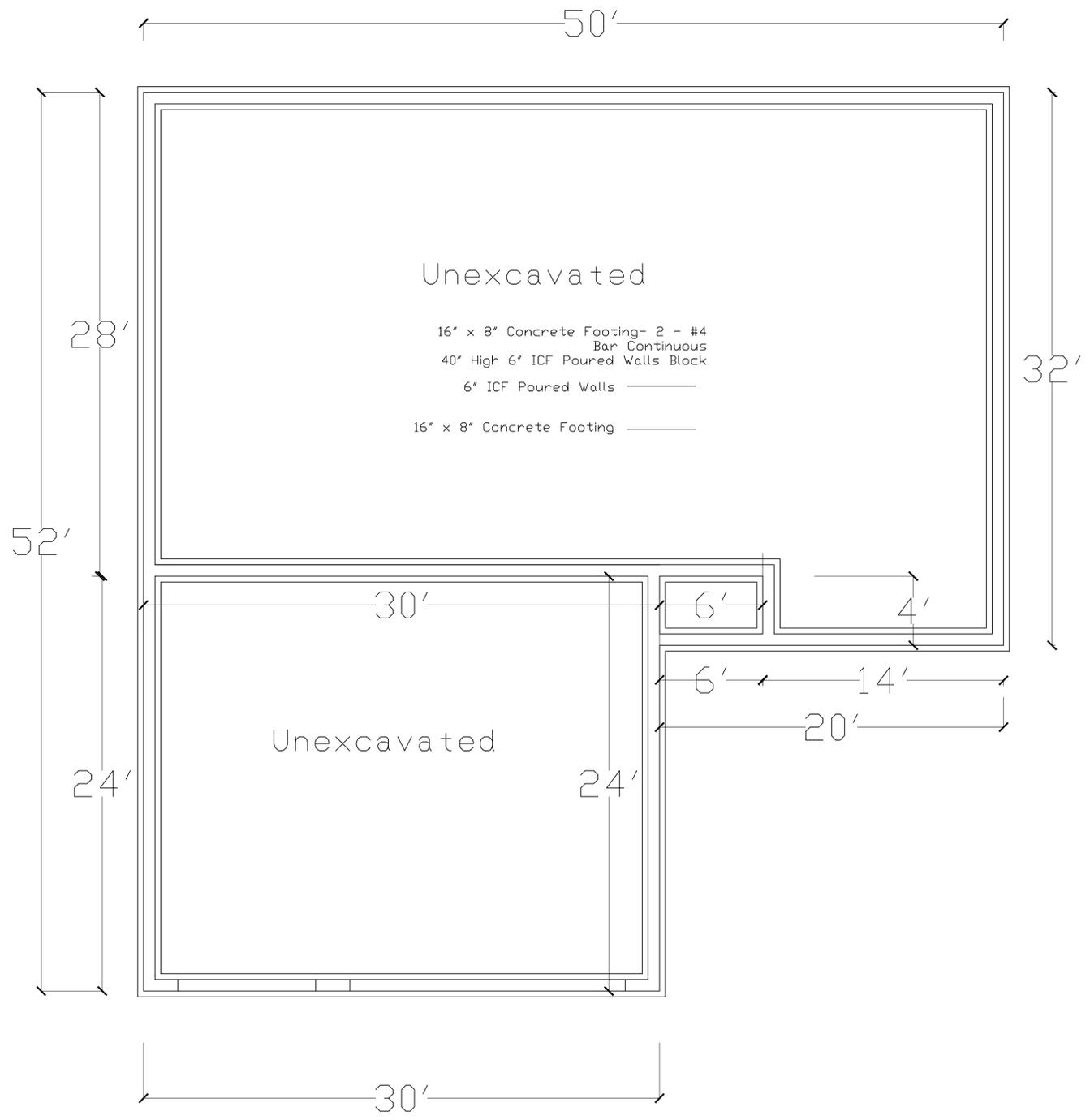


No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
The Fir
Elevation B
Left Hand Garage
2025

Project Spec House	Sheet 3
Date 7/8/2025	
Scale As Noted	



General Notes

No.	Revision/Issue	Date

Firm Name and Address

Project Name and Address
 The Fir
 Elevation B
 Left Hand Garage
 2025

Project Spec House	Sheet 4
Date 7/8/2025	
Scale As Noted	



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Foster Transburg, Public Services Director

SUBJECT: Resolution R2026-007: Approve the 2026 Cogeneration and Small Power Production Tariff

DATE: For the City Council Meeting of Monday, January 26th, 2026

PURPOSE

Consider approval of the 2026 Cogeneration and Small Power Production Tariff and Resolution R2026-008.

SUMMARY

Annually, the City of Le Sueur must update Schedules 1, 2, and 3 of our Electric Utility cogeneration and small power production tariff for qualifying interconnecting facilities; these apply to customers who produce their own electricity from solar installations. The attached documents are those for 2026.

ACTION REQUESTED

Staff recommends approval of Resolution R2026-007, approving the updated cogeneration and small power production tariff.

Alternate Actions:

- No action / Denial: Updates to tariff will not be approved unless otherwise advised by City Council.
- Modification of Recommendation: This is always an option for City Council.

2026

COGENERATION AND SMALL POWER PRODUCTION TARIFF

TARIFF

Pursuant to its Rules Governing the Interconnection of Cogeneration and Small Power Production Facilities, City of Le Sueur Electric (“Utility”) establishes and/or updates its Cogeneration and Small Power Production Tariff (“Tariff”) for billing and sales transactions following the date of Tariff approval as follows.

The Tariff shall consist of the following three schedules.

SCHEDULE 1.

Calculation of average retail utility energy rates for each utility customer class.

SCHEDULE 2.

Rates at which Utility purchases energy and capacity from the wholesale supplier from which purchases may first be avoided.

SCHEDULE 3.

Utility's adopted interconnection process, or “distributed generation tariff” adopted in compliance with Minnesota Statutes Section 216B.1611, subd. 3(2), including standard contract forms to be used with customers interconnecting qualifying facilities as well as general technical interconnection and interoperability requirements.

SCHEDULE 1- AVERAGE RETAIL UTILITY ENERGY RATES

Average Retail Utility Energy Rates: Available to any Qualifying Facility of less than 40 kW capacity that does not select either Roll Over Credits, Simultaneous Purchase and Sale Billing or Time of Day rates.

Utility shall bill Qualifying Facilities for any excess of energy supplied by Utility above energy supplied by the Qualifying Facility during each billing period according to Utility's applicable rate schedule. Utility shall pay the customer for the energy generated by the Qualifying Facility that exceeds that supplied by Utility during a billing period at the "average retail utility energy rate." "Average retail utility energy rate" means, for any class of utility customer, the quotient of the total annual class revenue from sales of electricity minus the annual revenue resulting from fixed charges, divided by the annual class kilowatt-hour sales. Data from the most recent 12-month period available shall be used in the computation.

"Average retail utility energy rates" are as follows:

RESIDENTIAL

AVERAGE RETAIL ENERGY RATE (Jun-Sep)	\$0.135
AVERAGE RETAIL ENERGY RATE (Oct-May)	\$0.122

GENERAL COMMERCIAL

AVERAGE RETAIL ENERGY RATE (Jun-Sep)	\$0.137
AVERAGE RETAIL ENERGY RATE (Oct-May)	\$0.124

LARGE GENERAL

AVERAGE RETAIL ENERGY RATE (all months)	\$0.064
--	----------------

SMALL INDUSTRIAL

AVERAGE RETAIL ENERGY RATE (all months)	\$0.064
--	----------------

LARGE INDUSTRIAL

AVERAGE RETAIL ENERGY RATE On-peak	\$0.069
AVERAGE RETAIL ENERGY RATE Weekend/Holiday On-peak	\$0.064
AVERAGE RETAIL ENERGY RATE Off-peak	\$0.047

SMALL RURAL

AVERAGE RETAIL ENERGY RATE (Jun-Sep)	\$0.157
AVERAGE RETAIL ENERGY RATE (Oct-May)	\$0.144

LARGE RURAL

AVERAGE RETAIL ENERGY RATE (all months)	\$0.060
--	----------------

SCHEDULE 2- WHOLESALE SUPPLY RATES

Wholesale Supply Rates: A “non-generating utility” must list the rates at which it purchases energy and capacity. If the utility has more than one wholesale supplier, the rates listed are of that supplier from which purchases may first be avoided.

Utility purchases energy and capacity from Minnesota Municipal Power Agency. In 2025, the average energy rate paid by Utility was \$0.06634 per kilowatt-hour. The average capacity rate paid by Utility was \$0.02078 per kilowatt-hour.

These rates are used to calculate Utility’s “avoided costs” for purposes of calculating compensation to customers whose Qualifying Facilities are not eligible for compensation at Utility’s average retail utility energy rate or who elect compensation at another rate.

SCHEDULE 3- INTERCONNECTION PROCESS

Interconnection Process: In order to provide for coordinated interconnection of customer-owned distributed energy resources and comply with Minnesota Statutes Section 216B.1611, subd. 3(2), Utility has adopted the “Minnesota Municipal Interconnection Process (M-MIP) 2022” as recognized by the Minnesota Municipal Utilities Association Board of Directors at its February 9, 2022, meeting and made publicly available at mmua.org.

General technical requirements may be found in the [Minnesota Technical Interconnection and Interoperability Requirements \(TIIR\)](#) as adopted by the Minnesota Public Utilities Commission on January 22, 2020 as part of DOCKET NO. E-999/CI-16-521.

For utility-specific safety standards, required operating procedures for interconnected operations, and the functions to be performed by any control and protective apparatus, please contact Utility for its Technical Specifications Manual (TSM).

CITY OF LE SUEUR, MINNESOTA
CITY COUNCIL RESOLUTION **R2026-007**

APPROVING THE UPDATED COGENERATION AND SMALL POWER PRODUCTION
TARIFF FOR THE CITY OF LE SUEUR ELECTRIC UTILITY

WHEREAS, the Rules Governing Cogeneration and Small Power Production Facilities with the City of Le Sueur Electric Utility and Minnesota Statutes Section 216B.164 require the utility to file a Cogeneration and Small Power Production Tariff with The City of Le Sueur annually; and

WHEREAS, the statute and rules cited above require the information contained in schedules 1, 2 and 3 described within; and

WHEREAS, these filings shall be maintained at the City of Le Sueur Electric Utility office and shall be made available for public inspection during normal business hours.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT:

1. The City of Le Sueur approves the Cogeneration and Small Power Production Tariff for transactions following the date of adoption stated below.

PASSED by the City Council of the City of Le Sueur on this 26th day of January 2026.

ATTEST

Shawn Kirby, Mayor

Lindsey Dhaene, City Clerk

VOTE: ___ HUNTINGTON ___ KIRBY ___ SCHLUETER
___ SULLIVAN ___ NELSON ___ SMITH ___ WILLIAMS



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor & City Council

FROM: Joe Roby, City Administrator
Stacy Lawrence, Human Resources & Communications Director

SUBJECT: Review and Approval of 2025 Pay Equity Report

DATE: For the City Council Meeting of January 26th, 2025

PURPOSE

Review and approve the enclosed 2025 Pay Equity Report.

SUMMARY

All local units of government in Minnesota are required to comply with the Pay Equity Act (Minnesota Rules Chapter 3920). The Local Government Pay Equity Act applies to approximately 1,500 local governments in Minnesota, affecting approximately 275,000 local government employees. Jurisdictions are scheduled to report on a three-year cycle; the City of Le Sueur last reported 2022 data in January 2023.

The Pay Equity Act ensures equitable compensation between male-dominated positions and female-dominated positions at each employer through a complex statistical analysis. The City's 2025 report is due January 31, 2026 and is attached here. The City Council must approve the report before it can be submitted to the State.

The results indicate some areas outside of compliance, and City staff will be working with the state to evaluate these areas related to market conditions and union agreements that are important to consider in the context of the report. Furthermore, in December 2025, City Council directed staff to pursue an updated Compensation and Classification Study in 2026, which will ensure that the City meets not only the statutory regulations but the ethical standards of equity to which the City, as an employer, should strive to hold itself.

ACTION REQUESTED

Staff recommend City Council approve the 2025 Pay Equity Report as submitted.

Alternate Actions:

- No action / Denial: Report will not be approved and submitted unless otherwise advised by City Council.
- Modification of Recommendation: This is always an option for City Council.

Compliance Report

Jurisdiction: Le Sueur
203 South Second Street

Report Year: 2026
Case: 4 - 2025 DATA TEST (Private (Jur Only))

Le Sueur, MN 56058

Contact: Joe Roby

Phone: (507) 593-8315

E-Mail: jroby@cityoflesueur.com

The statistical analysis, salary range and exceptional service pay test results are shown below. Part I is general information from your pay equity report data. Parts II, III and IV give you the test results.

For more detail on each test, refer to the Guide to Pay Equity Compliance and Computer Reports.

I. GENERAL JOB CLASS INFORMATION

	Male Classes	Female Classes	Balanced Classes	All Job Classes
# Job Classes	14	10	1	25
# Employees	26	10	7	43
Avg. Max Monthly Pay per employee	8523.24	8162.12		8326.56

II. STATISTICAL ANALYSIS TEST

A. Underpayment Ratio = 51.02041 *

	Male Classes	Female Classes
a. # At or above Predicted Pay	9	3
b. # Below Predicted Pay	5	7
c. TOTAL	14	10
d. % Below Predicted Pay (b divided by c = d)	35.71	70.00

*(Result is % of male classes below predicted pay divided by % of female classes below predicted pay.)

B. T-test Results

Degrees of Freedom (DF) = 34	Value of T = 2.262
------------------------------	--------------------

a. Avg. diff. in pay from predicted pay for male jobs = 61

b. Avg. diff. in pay from predicted pay for female jobs = -228

III. SALARY RANGE TEST = 0.00 (Result is A divided by B)

A. Avg. # of years to max salary for male jobs = 0.00

B. Avg. # of years to max salary for female jobs = 0.00

IV. EXCEPTIONAL SERVICE PAY TEST = 0.00 (Result is B divided by A)

A. % of male classes receiving ESP = 0.00 *

B. % of female classes receiving ESP = 0.00

*(If 20% or less, test result will be 0.00)



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Foster Transburg, Public Services Director
Joel Schmidt, Public Works, Facilities, & Airport Manager

SUBJECT: Lighting Replacement at the Le Sueur Municipal Airport - Work Order # 4

DATE: For the City Council Meeting of Monday, January 26th, 2026

PURPOSE

Consider approval of Work Order # 4 between SEH and the City of Le Sueur for design of new runway lighting and electrical infrastructure at the Le Sueur Municipal Airport.

SUMMARY

The City and airport engineering firm SEH have been capital planning for upgrades to the lighting and associated electrical infrastructure at the Le Sueur Municipal Airport. Specifically, replacement of the PAPIs (Precision Approach Path Indicators), REILs (Runway End Identifier Lights), MIRLs (Medium Intensity Runway Lights), and associated electrical system. The equipment is past its useful life and was identified on the Airport capital plan.

This project was included in the Airport Capital Improvement Plan and is eligible for federal funding through the Bipartisan Infrastructure Law (BIL) Airport Improvement Grant (AIG) fund at a funding split of 95% federal funds, 2.5% state funds, and 2.5% local funds.

Services provided in this Work Order include program coordination, project formulation, final design, preparation of bidding documents, and project management. Deliverables will include final plans and specifications for a 2026 construction project. Construction administration services are not included in this scope.

ACTION REQUESTED

Staff recommend City Council approve Work Order # 4 between SEH and the City of Le Sueur for design of the new airfield lighting replacement at the Le Sueur Municipal Airport.

Alternate Actions:

- No action / Denial: Work Order will not be executed unless otherwise advised by City Council.
- Modification of Recommendation: This is always an option for City Council.

**ATTACHMENT A
PROPOSAL FOR ENGINEERING SERVICES**

**2026 RUNWAY 13-31 LIGHTING & PAPI REPLACEMENT
FINAL DESIGN, PLANS, AND SPECIFICATIONS
LE SUEUR MUNICIPAL AIRPORT (12Y)
LE SUEUR, MINNESOTA
AIP NO.**

PROJECT SCOPE:

This project consists of replacing all of the existing Runway 13-31 edge lights and threshold lights with new medium intensity runway lights (MIRLs). Additionally, the existing runway end identifier lights (REILs) and precision approach path indicators (PAPIs), on both ends of the runway, are included for replacement. The existing electrical system has surpassed its useful life and has experienced numerous failures. Specific lighting parts are becoming more difficult to find when repairs are necessary as they are no longer in production. The existing regulators have also surpassed their useful service life and will need to be replaced to handle the electrical loads. The project will include the installation of new PVC conduit and handholes to protect the new wiring for the MIRLs, REILs, and PAPIs from the electrical vault to the runway.

SCOPE OF SERVICES:

Services to be provided include program coordination, project formulation, final design, preparation of bidding documents, bidding and award, and project management. Deliverables will include final plans and specifications for a 2026 construction project. Note that construction administration services are not included in this scope of work.

Specific tasks to be performed by the Consultant (SEH) are as follows:

1. **Scoping, Review, and Project Coordination:** SEH will prepare detailed project scoping, including review and coordination with FAA, MnDOT Office of Aeronautics, and other regulatory agencies. SEH will update the scope as needed based on input received.
2. **Project Formulation:** The grant initiation package, cost breakdowns, and eligibility determinations will be prepared and submitted to the FAA.
3. **Environmental Coordination:** The required categorical exclusion (CATEX) checklist and letter was previously submitted to the FAA for approval. Coordination of any required changes to the CATEX after consideration of the final design of the electrical project.
4. **Engineer's Design Report (EDR):** The FAA required engineer's design report will be completed per FAA guidance. An initial draft version of the EDR will be completed and submitted to the FAA for review. Comments provided by the FAA will be addressed and resubmitted as the final design report. The EDR will include the general project scope, site photographs, construction safety overview, environmental considerations, permitting, Disadvantaged Business Enterprise (DBE) participation, a project schedule, an Engineer's Estimate to complete the work, and a preliminary project budget including planned funding sources.
5. **Topographical Survey:** A comprehensive field survey will be completed to obtain topographical information including any relevant existing electrical infrastructure, runway centerline, existing utility information, and relevant ground elevations.

Proposal for Engineering Services
Le Sueur Municipal Airport (12Y)

6. Construction Safety Plan / Airspace Analysis: A construction safety and phasing plan will be prepared for the project and submitted to the FAA. A safety checklist form and an airspace analysis (FAA Form 7460) during construction are required to be submitted with the safety plan and will be prepared and submitted by SEH. Additionally, SEH will prepare the Construction Safety Plan Narrative (CSPN), in accordance with FAA AC 150/5370-2G, Operational Safety on Airports During Construction.
7. Detailed Design: Detailed design including edge lighting layout, REIL layout and design, PAPI siting and layout, electrical details, and electrical vault building improvements.
8. Construction Plans: Prepare construction drawings consisting of approximately the following plan sheets.
 - Title sheet
 - Construction Safety & Phasing Plan
 - Statement of Estimated Quantities
 - Demolition Plan
 - Erosion Control Plan & Details
 - Electrical Layout Plan
 - PAPI Siting Plan
 - Electrical Details
9. Quantity Calculations and Cost Estimate: Quantities will be calculated for use on the bid form and for updating the construction cost estimates.
10. Construction Bidding Documents: Prepare a bid proposal project manual consisting of advertisement for bids, table of contents, FAA and MnDOT Office of Aeronautics requirements, proposal documents, technical specifications, special provisions, wage rates, and schedule of prices.
11. Quality Control Reviews: SEH will provide quality control reviews and final review of the plans and specifications prior to bidding. QA/QC includes the time required by the Consultant for the overall administration of the project, including internal meetings, quality control and assurance, reviews, and coordination with the Owner, FAA, MnDOT Office of Aeronautics, and other regulatory agencies and utilities.
12. Bidding and Award: SEH will assist the Owner with obtaining construction bids for the proposed improvements, including attending the bid opening either in person or hosting the bid opening online. Further, SEH will make a recommendation to the Owner on award of construction contract and assist the Owner with securing a grant from the FAA and MnDOT Office of Aeronautics for this project via preparing and submitting the grant request package.
13. FAA Project Closeout Report: The Consultant will prepare a "Project Closeout Report" as required by the FAA and using "Sponsors Guide to Quality Project Closeout Report Requirements" (FAA Publication).
14. Project Management: Overall administration of the project, including internal and external meetings, coordination of plan and specification review with the Owner, FAA, MnDOT Office of Aeronautics, and other regulatory agencies as required.
15. Subconsultant Coordination: Scheduling, coordination, project site escorting, and review of subconsultant deliverables, including subcontracts, reports and design data.

Proposal for Engineering Services
Le Sueur Municipal Airport (12Y)

Subconsultants performing work under this proposal include the following:

1. Barr Engineering Co.: Electrical design and analysis will be performed by Barr Engineering Co. out of Minneapolis, Minnesota.

PROJECTED SUBMITTAL DATES:

The anticipated submittal dates are:

January 26, 2026	Consideration of Design Proposal by City Council
March 31, 2026	Estimated Schedule to Advertise Project for Bids
April 21, 2026	Bid Opening
April 27, 2026	Contract Award Recommendation to Council
May 1, 2026	Estimated Date for Grant Request Submittal to FAA
September/October 2026	Estimated Start of Construction, pending receipt of grant and material availability

**ATTACHMENT B
ESTIMATED FEES AND EXPENSES**

**2026 RUNWAY 13-31 LIGHTING & PAPI REPLACEMENT DESIGN
FINAL DESIGN, PLANS, AND SPECIFICATIONS
LE SUEUR MUNICIPAL AIRPORT (12Y)
LE SUEUR, MINNESOTA
AIP NO.**

ESTIMATE OF LABOR HOURS:

Task No.	Task Description	Project Director	Project Manager	Project Engineer	Senior Technician	Survey Crew Chief	Admin Technician
1.	Scoping, Review, and Project Coordination	2	3	2			
2.	Project Formulation	4	4	2			
3.	Environmental Coordination			2			
4.	Engineer's Design Report (EDR)	1	4	4			
5.	Topographical Survey			4		8	
6.	Construction Safety Plan / Airspace Analysis		2	4	2		
7.	Detailed Design	4	10	40	5		
8.	Construction Plans	4	8	40	40		
9.	Quantity Calculations and Cost Estimates		2	8			
10.	Construction Bidding Documents	4	15	15	8		6
11.	Quality Control Reviews	2	4				
12.	Bidding and Award	2	4	2			2
13.	FAA Project Closeout Report		6				
14.	Project Management	2	4				
15.	Subconsultant Coordination		4	2			
	Total Hours per Labor Category	25	70	125	55	8	8

ESTIMATE OF LABOR COSTS:

Labor Category	Hours	Rate	Extension
Project Director	25	\$75.63	\$1,890.75
Project Manager	70	\$52.88	\$3,701.60
Project Engineer	125	\$40.26	\$5,032.50
Senior Technician	55	\$49.93	\$2,746.15
Survey Crew Chief	8	\$44.03	\$352.24
Admin Technician	8	\$36.62	\$292.96
Total Direct Labor Costs:	291		\$14,016.20
General, Salary, and Administrative Overhead:			\$26,782.15
Total Labor Costs			\$40,798.35
Fee (15%)			\$6,119.75

ESTIMATE OF EXPENSES:

Direct Expenses	Quantity	Rate	Extension
Survey Equipment (Total Station)	8	\$45.00	\$360.00
Survey Equipment (GPS)	8	\$45.00	\$360.00
Survey Truck	8	\$7.50	\$60.00
Employee Mileage	450	\$0.72	\$324.00
Equipment Usage	291	\$6.00	\$1,746.00
Subconsultant	1	\$19,000.00	\$19,000.00
Reproductions / Miscellaneous	1	\$200.00	\$200.00
Total Expenses			\$22,050.00

SUMMARY:

Total Labor Costs + Fee + Total Expenses	\$68,968.10
Estimated Total	\$69,000.00

January 12, 2026

Mr. Tim Wegwerth, PE
Short Elliott Hendrickson, Inc.
3535 Vadnais Center Dr
Vadnais Heights, MN 55110

Re: LE SUEUR AIRPORT (12Y) – RUNWAY 13/31 PROJECT

Dear Tim:

Thank you for contacting us regarding electrical engineering services for the Le Sueur Airport Runway 13-31 MIRL, PAPI, and REIL's project. We are providing this letter to outline our understanding of the project, our proposed scope of services, and our proposed fees for this project.

PROJECT DESCRIPTION

We understand from your email dated January 8, 2026, that Le Sueur would like to replace their Runway 13-31 edge lights (MIRLs), Precision Approach Path Indicator (PAPIs), and Runway End Identifier Lights (REILs).

We will provide a site visit at the beginning of design to evaluate the existing systems. If a new L-854 control panel is needed, we have quoted such as a separate fee below for your consideration.

Similarly, if a new vault is needed, we have quoted electrical and structural engineering for building design as a separate fee. It is understood that the new building would be wood framed, similar to what was recently designed and installed at the South St. Paul (SGS) airport.

SCOPE OF SERVICES

In support of your efforts, Barr proposes to provide the following electrical engineering subconsultant services to Short Elliott Hendrickson (SEH):

1. A site visit at the beginning of design to verify and document existing conditions.
2. Review as-built information provided to us by SEH.
3. Prepare airfield lighting circuiting plans based on AutoCAD files provided by SEH. It is understood that lighting and sign locations, PAPI locations, etc., as placed by SEH will be included in these files. Barr will review and comment on lighting layout as needed.
4. Prepare airfield lighting details sheets as required.
5. Provide technical specifications for the lighting and electrical work, per FAA standards.
6. Bid phase services include response via telephone calls to bidders' questions. Follow-up with addenda items if necessary.

7. Construction phase services are not included in this proposal. As such, they may be provided as part of a separate, future proposal.

PROPOSED FEE

Barr Engineering proposes to provide the outlined scope of services to SEH according to the following amounts:

MIRL/PAPI/REIL Electrical Design:	\$14,000 Lump Sum
New L-854 Relay Control Design:	\$ 2,500 Lump Sum
Vault Building Structural/Elec Design:	\$ 2,500 Lump Sum

Services are billed monthly. Reimbursables such as automobile mileage are included in the total above.

Thank you for the opportunity to present this proposal. We look forward to working with you on this project.

Sincerely,

BARR ENGINEERING CO.

Mark E. Ziemer, P.E.
Senior Electrical Engineer

**WORK ORDER
No. 4
Between**

**City of Le Sueur (Owner) and
Short Elliott Hendrickson Inc. (SEH) (Consultant)**

Dated: January 26, 2026

**Airfield Lighting Replacement
LE SUEUR MUNICIPAL AIRPORT (12Y)**

This work order includes design of the airfield lighting replacement at the Le Sueur Municipal Airport (12Y). The contract provisions included in the Master Agreement (dated September 12, 2022) between the City of Le Sueur and SEH remain in effect for this work order.

Estimated start date is January 26, 2026 estimated end date is August 30, 2026.

Compensation by the Owner to the Consultant shall be a lump sum amount of \$69,000.

A description of the services to be provided is included in Attachments A. A detailed estimate of labor cost and expenses is included in Attachment B.

Point of Contact: Melissa Underwood
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APPROVED:

City of Le Sueur

Short Elliott Hendrickson Inc.

Title: _____

Title: _____

Date: _____

Date: _____

Title: _____

Date: _____



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Foster Transburg, Public Services Director
Lindsey Dhaene, City Clerk

SUBJECT: Second & Final Reading, Ordinance 618: Amendments to City of Le Sueur City Code

DATE: For the City Council Meeting of Monday, January 26th, 2026

PURPOSE

Consider conducting the Second & Final Reading of Ordinance 618, amending Chapters 52 and 112 of City Code.

SUMMARY

Chapters 52 and 112 of the City Code address the City's Water Utility (Chapter 52) and Plumbing and Plumbers (Chapter 112). To bring the Code up to current standards in keeping with utility best practices, staff have worked with the City Attorney to amend these chapters via Ordinance 618. The attorney has reviewed some additional amendments since the First Reading of the ordinance; these changes are highlighted in red in the ordinance.

The First Reading of Ordinance 618 was summarily waived by City Council at its January 12, 2026 meeting. Should City Council conduct the Public Hearing associated with the ordinance and conduct or waive the Second & Final Reading, the ordinance will go into effect upon publication.

ACTION REQUESTED

City staff recommend City Council conduct the Second & Final Reading of Ordinance 618 as presented.

Alternate Actions:

- No action / Denial: Second & Final Reading of ordinance as presented will not be conducted unless otherwise directed by City Council.
- Modification of Recommendation: This is always an option for City Council.

ORDINANCE NO. 618
CITY OF LE SUEUR, LE SUEUR COUNTY, MINNESOTA

AN ORDINANCE AMENDING CITY CODE SECTIONS 52 AND 112 TO ESTABLISH
CROSS-CONNECTION CONTROL, PREVENT BACKFLOW, AND PROTECT WATER
QUALITY IN THE CITY OF LE SUEUR

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LE SUEUR:

Section 1. Code Amended. That Title V: Public Works, Section 52, of the City of Le Sueur City Code is hereby amended as follows (new material is underlined; deleted material is ~~lined out~~; sections and subsections which are not proposed to be amended are omitted):

52.03 Deficiency of water and shutting off water

52.04~~3~~ Connection to city water system for fire purposes only

52.05~~4~~ Persons authorized to make connections

52.06~~5~~ Plumber to report connections made by ~~him or her~~them

52.07~~6~~ Expenses and costs of making connections

52.08~~7~~ Turning on of water to premises prohibited until service contract signed by customer and any required deposit has been made

52.09~~8~~ Customers not to supply water to others except by city permission

52.10~~9~~ Responsibility of customers for proper maintenance and use of service pipes and the like

52.11 Water meter reading

52.12~~0~~ Rates

52.13~~1~~ Violations of chapter by plumbers may cause revocation of license

52.14 Shut off for public interest, misuse, waste, or violation.

52.15~~2~~ ~~N~~notice and turn-off fee prior to discontinuance of service

52.16 Tampering with water service line and/or water service shutoff valve

52.173 Effect of street construction

Cross-Connections & Backflow Prevention

52.30 Background and purpose

52.31 Responsibility

52.32 Definitions

52.33 State code adopted

52.34 Policy requirements

52.35 Water system requirements

52.36 Private water supplies

52.37 Special backflow assembly requirements

52.38 Customer responsibilities

52.39 Right of Entry

52.40 Testing and maintenance

52.41 Requirements: City approval of backflow prevention assembly testers

52.42 Commercial fire protection system requirements

52.43 Residential fire protection system requirements

52.44 In-ground irrigation systems

52.45 Violations

WATER SERVICE

§ 52.01 APPLICATION FOR CONNECTION OF PREMISES TO CITY WATER SYSTEM.

The owner or occupant of any premises may apply to the City Clerk Water/ Wastewater Manager or designated agent or representative to have the premises connected to the city water

supply system, upon an application form to be provided by the city, which discloses the name and address of the applicant, the location of the premises to be connected to the city water supply system and the point at which the connection is proposed to be made, the intended use of city water to be supplied by the connections, and any other information as the city may require.

(1973 Code, § 16-13) (Ord. 167, passed 8-27-1896)

§ 52.02 CONNECTION PERMIT REQUIRED; CONNECTION TO COMPLY WITH RULES AND REGULATIONS GOVERNING.

No premises shall be connected to the city water supply system until a water connection permit has been obtained by the plumber who is to make the connection at least ten (10) days in advance of the desired connection date, and until ~~the connection fee therefor, if any, has been paid to the city~~ the permit requirements have been completed, the permit has been approved by the Water/Wastewater Manager, and all applicable connection fees required under the city's fee schedule have been paid. All connections shall comply with the rules and regulations of the City Council governing the connections; and the city may require that not more than one building or customer be supplied by one connection, except as may be authorized by the permit.

(1973 Code, § 16-14) (Ord. 167, passed 8-27-1896; Ord. 559, passed 11-28-2016) Penalty, see § 52.99

§ 52.03 DEFICIENCY OF WATER AND SHUTTING OFF WATER.

(A) The city is not liable for any deficiency or failure in the supply of water to customers, whether occasioned by shutting the water off for the purpose of making repairs or connections or by any other cause whatsoever. In case of fire, or alarm of fire, water may be shut off to ensure a supply for firefighting. In making repairs or construction of new works, water may be shut off at any time and kept off so long as may be necessary.

(B) The city may at any time shut off the water service for the purpose of extending, replacing, repairing, or cleaning of mains and appurtenances, and in addition for the following reasons:

(1) The property is vacant;

(2) The property is unsecured;

(3) The property is determined to be uninhabitable or unsuitable for occupancy;

(4) Other utilities to the property providing heat and/or light have been shut off;

(5) The property has a plumbing system that is failing or unsafe; and/or

(6) That running water to the property creates an unsanitary or unsafe condition to anyone who may enter the property.

The city shall not be held liable for any damage arising therefrom.

§ 52.043 CONNECTION TO CITY WATER SYSTEM FOR FIRE PURPOSES ONLY.

Proprietors of lumber yards, manufactories, halls, stores, elevators, warehouses, hotels or public buildings who are regular customers for city water, who desire to lay large pipes with hydrants and hose couplings to be used only in case of fire, may be permitted to connect with the street main at their own expense, upon application to the Water/ Wastewater Manager or designated agent or representative City Council and under city direction, and may be allowed the use of water for fire purposes only, free of charge.

(1973 Code, § 16-15) (Ord. 167, passed 8-27-1896)

§ 52.054 PERSONS AUTHORIZED TO MAKE CONNECTIONS.

§ 52.065 PLUMBER TO REPORT CONNECTIONS MADE BY ~~HIM OR HER~~THEM.

Licensed plumbers making any attachment or connection pursuant to this chapter must first apply for a permit via a Water & Sewer Permit to the Water/ Wastewater Manager at least ten (10) days in advance of the desired connection or attachment date. After completing any attachment or connection, under this chapter, the plumber doing the work shall make contact with the Water/ Wastewater Manager or designated agent or representative City Administrator or designee to schedule an inspection of the connection. The connection must follow the "Water Connection Standard Specification" adopted by City Council. Only after the connection inspection may the site be restored to prior conditions. After restoration of the site is completed, the plumber doing the work shall make contact with the Water/ Wastewater Manager or designated agent or representative City Administrator or designee to schedule a final inspection for final acceptance of the water connection. The water shall not be turned on to any premises until final acceptance by the city.

(1973 Code, § 16-17) (Ord. 167, passed 8-27-1896; Ord. 559, passed 11-28-2016)

§ 52.076 EXPENSES AND COSTS OF MAKING CONNECTIONS.

Applicants for water connection permits shall pay the inspection expenses and costs incurred by making connection of premises to the city water supply system and all applicable fees required under the city's fee schedule, unless otherwise provided by the city. In any case, the expenses and costs shall be computed from the location of the existing water main for all service pipe, trenches, drilling, tapping and furnishing all appropriate fittings and pipe. The connection permit fee and all other associated connection fees will be adopted by City Council with all other utility fees on an annual basis.

(1973 Code, § 16-18) (Ord. 167, passed 8-27-1896; Ord. 559, passed 11-28-2016)

§ 52.087 TURNING ON OF WATER TO PREMISES PROHIBITED UNTIL SERVICE CONTRACT SIGNED BY CUSTOMER AND ANY REQUIRED DEPOSIT HAS BEEN MADE.

No water from the city water supply system shall be permitted to be turned on or provided to any premises until the owner or occupant thereof has signed an agreement with the city, as represented by its City Administrator or designee, to pay the rates therefor and to comply with the provisions of this chapter and the rules and regulations promulgated pursuant to authority of this chapter pertaining to the city water supply system, nor until the owner or occupant has made the cash deposit as may be required by the city. The city does not own, operate, or control curb stops or private service lines or curb stops. However, nothing in this section shall be construed to limit the city's regulatory authority to authorize, order, require, or enforce the discontinuance, termination, or restoration of water service pursuant to this chapter, including through shutoff, termination, or physical disconnection as provided elsewhere herein. Water service shall be initiated by the property owner or occupant, or by a licensed plumber acting on their behalf, after authorization has been granted by the city. ~~and~~ Plumber are hereby prohibited from turning the water into any service pipe except upon the order or permission of the city, but this prohibition shall not be construed to prevent any plumber admitting water to test pipes.

(1973 Code, § 16-19) (Ord. 167, passed 8-27-1896; Ord. 559, passed 11-28-2016) Penalty, see § 52.99

§ 52.098 CUSTOMERS NOT TO SUPPLY WATER TO OTHERS EXCEPT BY CITY PERMISSION.

No customer shall supply city water to other persons nor suffer them to take the water off the premises of the customer, nor after water is introduced into any building or upon any premises shall any person make or employ any plumber or other person to make any tap or connection with the pipes upon the premises for alteration, extension or attachment, without permission from the ~~Superintendent of Municipal Utilities~~ Water/Wastewater Manager.

(1973 Code, § 16-20) (Ord. 167, passed 8-27-1896) Penalty, see § 52.99

§ 52.1009 RESPONSIBILITY OF CUSTOMERS FOR PROPER MAINTENANCE AND USE OF SERVICE PIPES AND THE LIKE; REPAIR OF LEAKS.

(A) Each customer of the city water supply system shall be responsible for the proper maintenance and use of pipes which connect premises owned or occupied by ~~him or her~~ them to the city water mains, including the service pipe from the curb stop into the house or other building, the entire service lateral from the building to the main up to, but not including, the city-owned water main, and for the proper maintenance and use of all appliances and installations connected to or served by the service pipes; and shall be liable to the city for any damages caused to its mains by reason of any improper maintenance or use.

(B) Non-municipal Water Lateral Repairs: If a leak occurs on a water lateral that is not owned by the city and the property owner fails to repair the leak within twenty-four [24] hours after

being notified in writing, orally, or attempted notification of the leak, unless the leak constitutes an emergency, the city may require the water service to be shut off and shall not allow the service to be turned on until the repair has been completed and any applicable reconnection charge has been paid. If the leak constitutes an emergency by causing or reasonably threatening property damage, street or utility damage, excessive water loss, or other unsafe conditions, or if the property owner cannot be reached after reasonable efforts, the city may immediately repair the lateral or cause the repair to be made without further notice. All costs incurred by the city in repairing the lateral shall be invoiced to the property owner and shall be due and payable as a utility charge.

(C) If metering equipment is found to be damaged, altered, or tampered with due to the actions or negligence of the property owner, occupant, or tenant, the city shall repair or replace the damaged equipment. All costs associated with such repair or replacement, including labor, materials, and administrative expenses, shall be billed to the account holder in accordance with the city's fee schedule. Failure to pay such charges is a violation of this chapter, subject to § 52.99.

(1973 Code, § 16-21) (Ord. 167, passed 8-27-1896)

§ 52.11 WATER METER READING.

(A) Water meter reading requirements. The Public Services Department shall attempt to read all water meters used for determining charges at least monthly. The customer must allow -access to the water meter when the meter is in alarm, not transmitting, has no readings or is otherwise not providing valid readings, when there is a change in customer, or when a reading or water meter service is requested by the customer.

(B) Estimated bills. When a water meter cannot be read, an estimated bill shall be rendered. This estimate shall be subsequently adjusted to reflect actual water used when an actual meter reading is obtained, provided the water meter is operating properly. Estimated bills shall be based on the property's consumption history.

(C) All water meters and associated metering equipment installed by the city remain the property of the city, regardless of location, and the city retains authority to repair, replace, inspect, and enforce access to such equipment as provided in this chapter.

§ 52.120 RATES.

§ 52.134 VIOLATIONS OF CHAPTER BY PLUMBERS MAY CAUSE REVOCATION OF LICENSE.

Any plumber or pipe fitter who shall be guilty of any violation of this chapter or any rule or regulation adopted by the City Council pursuant thereto shall be prohibited to perform work in the city City of Le Sueur.

(1973 Code, § 16-24) (Ord. 167, passed 8-27-1896; Ord. 364, passed 9-13-1982; Ord. 559, passed 11-28-2016)

§ 52.14 SHUT OFF FOR PUBLIC INTEREST, MISUSE, WASTE, OR VIOLATION.

Violation of this chapter may cause water to be shut off. Water may also be required to be shut off if the Water/ Wastewater Manager determines the use, misuse, or waste of water adversely affects the health, safety, or welfare of the public. No one shall turn water on or shut it off without authority from the Water/ Wastewater Manager. Whenever water is found on without authority, it shall be immediately shut off without further notice. In circumstances involving imminent threats to public health, safety, property, or the integrity of the municipal water system, the Water/Wastewater Manager may order immediate shutoff without prior notice.

§ 52.152 NOTICE AND TURN-OFF FEE PRIOR TO DISCONTINUANCE OF SERVICE.

Water customers desiring to discontinue city water services shall apply via a Water Meter Removal Permit Application ~~give written notice to the City Clerk~~ Water/ Wastewater Manager at least ten (10) days in advance of the desired cut-off date, complete the permit requirements before the desired cut-off date; and no abatement for water charges shall be allowed by reason of removal from premises, disuse or diminished use of water or vacancy of premises unless the notice be given accompanied by payment of a sum established from time to time by resolution of the City Council for turning off the water. This section does not apply to emergency shutoffs authorized under § 52.14.

(1973 Code, § 16-25) (Ord. 167, passed 8-27-1896; Ord. 364, passed 9-13-1982)

§ 52.16 TAMPERING WITH WATER SERVICE LINE AND/OR WATER SERVICE SHUTOFF VALVE.

Whenever the city shall have caused the water to be shut off and it appears there has been tampering with the water service line and/or water service shutoff valve, the Water/ Wastewater Manager may cause the water service line to be severed from the water main at the cost of the property owner and the property owner shall be subject to other fines and penalties consistent with this ~~may be charged a fee for violation of this chapter.~~

§ 52.173 EFFECT OF STREET CONSTRUCTION.

(A) Prior to or during street construction or reconstruction within the city, the Public Services Department, with the assistance of the Water Division, shall determine where new water services are required or where existing water ~~serv~~ices within the street right-of-way are in need of replacement, in accordance with this article. The Public Services Division shall notify any affected property owner that a water service must be replaced. Water services must be replaced within the street right-of-way, unless good cause is shown as determined by the ~~water superintendent~~ Water/ Wastewater Manager, in the following instances:

- (1) If the water service from the main to the premises is made of lead or galvanized iron pipe, ~~or copper less than three-fourth inch in diameter.~~
- (2) If the water service from the main to the premises is less than three-fourth inch in diameter.
- (3) If a single water service serves more than one property.
- (4) If the service is damaged or deteriorated, regardless of piping material or size.
- (5) If the replacement of a sanitary service or other utility necessitates removal of the water service.
- (6) If the service is found to be outside of the property or crossing another property.

(B) Unless otherwise provided by city ordinance or policy, any expenses incurred in connection with replacement of an existing water service shall be paid by the property owner, and any expenses which are not paid shall constitute a lien against the property. Replacement or repair of water services within the public right-of-way shall not be construed as city ownership of private service lines but shall be deemed an exercise of the city's powers to protect public infrastructure and health.

(Ord. 563, passed 4-10-2017)

§ 52.27 NOTIFICATION.

Whenever a water shortage exists as determined by the City Council or in the case of an emergency, the City Administrator shall notify users of the municipal water system that restrictions and regulations are being implemented. The notice shall be posted on ~~the city's bulletin board, the city's website, social media, and~~ may be published in the official newspaper of the city. ~~city and may be broadcast by television or radio stations.~~ The notice shall include the following information:

- (A) Uses of the municipal water system that will be restricted;
- (B) Times during which the restrictions will apply;
- (C) When the restrictions will be implemented and when they will terminate; and
- (D) Penalties for noncompliance.

(Ord. 410, passed 6-11-1990)

CROSS-CONNECTION CONTROL & BACKFLOW PREVENTION

§52.30 BACKGROUND AND PURPOSE

(A) The United States Congress enacted the Safe Drinking Water act (PL 93532) into law on December 16, 1974. Minnesota achieved primacy for the Safe Drinking Water Act in 1976. Minnesota State Statutes place responsibility for compliance with the Safe Drinking Water Act on the water purveyor through the Department of Health. The Safe Drinking Water Act and its regulations cover all potable water systems and states that "minimum protection should include programs that result in the prevention of health hazards, such as cross connections."

(B) The purpose of this specification is:

(1) To carry out the requirements of the Safe Drinking Water Act (PL 93532) and the Minnesota Department of Health chapters 4720 and 4714.

(2) To protect the municipal potable water supply of the city, Minnesota from the possibility of contamination or pollution of the potable water system(s) under the direct authority of the city.

(3) To promote the elimination or control of existing cross connections, actual or potential, between the customers' potable water system(s) and another environment containing substance(s).

(4) To provide for the maintenance of a continuing Program of Cross Connection Control which will systematically and effectively prevent the contamination or pollution of all potable water system(s) under the direct authority of the city.

§ 52.31 RESPONSIBILITY

The city shall be responsible for the protection of the potable water distribution system from contamination or pollution due to the backflow of contaminants or pollutants. If, in the judgment of city, an approved means of backflow prevention is required (in the customer's water service; or within the customer's private water system) for the safety of the water system, the city shall give notice in writing to said customer to install an approved means of backflow prevention at a specific location(s) on the customer's premises. The customer shall immediately install an approved means of backflow prevention at the customer's own expense; failure, refusal or inability on the part of the customer to install, have tested, maintain or repair such, shall constitute a violation of this chapter and grounds for discontinuing water service to the premises until such requirements have been satisfactorily met.

§ 52.32 DEFINITIONS

APPROVED. As used in reference to a water supply, "approved" shall mean a water supply that has been approved by the Minnesota Department of Health. The term "approved" as used in reference to an air gap, pressure vacuum breaker assembly, a double check valve assembly, a reduced pressure principle backflow prevention assembly or other backflow prevention assemblies, devices or methods shall mean any such assembly, device or method approved by the State of Minnesota Plumbing Code, Department of Health and the city.

AUXILIARY WATER SUPPLY. Any water supply on or available to the premises other than the water supply of city will be considered as an auxiliary water supply. These auxiliary waters may include water from another city's water utility or public potable water supply or any natural source(s) such as a well, spring, river, stream, harbor, etc., or used water of industrial fluids. These waters may be contaminated or polluted or they may be objectionable and constitute an unacceptable water source over which the city does not have sanitary control.

BACKFLOW. The undesirable reversal of flow of water or mixtures of water and other liquids, gases or other substances into the distribution pipes of the potable supply of water from any source(s).

BACKPRESSURE. Any elevation of pressure in the downstream piping system (i.e., pump, elevation of piping, or steam and/or air pressure) above the supply pressure at the point of consideration, which would cause, or tend to cause, a reversal of the normal direction of flow.

BACKSIPHONAGE. A form of backflow due to a reduction in system pressure, which causes a sub atmospheric pressure to exist at a site in the water system.

BACKFLOW PREVENTER. A means designed to prevent backflow are prescribed by Minnesota Plumbing Code Rules Chapter 4714 as described by the hazard, pressure, design, and use characteristic. Approved methods to achieve backflow prevention are as follows:

- (A) Air Gap
- (B) Reduced Pressure Principle Backflow Prevention Assembly (RPP or RPZ)
- (C) Double Check Valve Backflow Prevention Assembly (DC)
- (D) Pressure Vacuum Breaker (PVB)
- (E) Backsiphonage Backflow Vacuum Breaker (SVB)
- (F) Atmospheric Vacuum Breaker (AVB)
- (G) Hose Connection Vacuum Breaker (Hose VB)

CONTAMINATION. The term "contamination" shall mean an impairment of the quality of the water creating an actual hazard to the public health through poisoning or through the spread of disease by sewage, industrial fluids, waste, or toxic solutions.

CROSS CONNECTION ("DIRECT" and/or "INDIRECT"). Any unprotected actual or potential connection or structural arrangement between a municipal or a consumer's private potable water system and any other source or system through which it is possible to introduce into any part of the potable system any used water, industrial fluid, gases, solids or substance other than the intended potable water with which the system is supplied. Bypass arrangements,

jumper connections, removable sections, swivel or change-over devices and other temporary or permanent devices through which or because of which backflow can or may occur are considered to be cross connections. The term "direct cross connection" shall mean a cross connection which is subject to both backsiphonage and backpressure. The term "indirect cross connection" shall mean a cross connection which is subject to backsiphonage only.

CONTROLLED CROSS CONNECTIONS. A connection between a potable water system and a non-potable water system with an approved means of backflow prevention properly installed and maintained so that it will continuously afford the protection commensurate with the degree of hazard.

CONTAINMENT - POTABLE WATER SERVICE PROTECTION. The appropriate type or method of backflow protection in the water service commensurate with the degree of hazard of the customer's water system. (See also Isolation.)

CUSTOMER. The owner (i.e., building or property owner) of the water system(s) supplied by the city.

DEGREE OF HAZARD. Either a pollution (non-health) or contamination (health) hazard and is derived from the elevation of conditions within a system. (See Attachment #1)

HEALTH HAZARD. An actual or potential threat of contamination of a physical or toxic nature to the public potable water system of the customer's potable water system that would be a danger to health (i.e., contamination).

PLUMBING HAZARD. An internal or plumbing type cross connection in a customer's potable water system that may be either a pollution or a contamination type hazard. This includes, but is not limited to, cross connections in toilets, sinks, lavatories, wash trays, private wells and lawn irrigation systems. Plumbing type cross connections can be located in many types of structures including homes, apartment houses, hotels, property out buildings, commercial and industrial establishments. Such a connection, if permitted to exist, must be properly protected by an appropriate means of backflow prevention.

NON-HEALTH HAZARD. An actual or potential threat to the physical properties of the water system or the portability of the public or the customer's potable water system but which would not constitute a health or system hazard, as defined. The maximum degree or intensity of pollution to which the potable water system could be degraded under this definition would cause a nuisance, be aesthetically objectionable or could cause minor damage to the system or its appurtenances (added parts).

SYSTEM HAZARD. Any actual or potential threat of severe damage to the physical properties of the water system (public or customer's potable water system) or of a pollution or contamination which would have a protracted effect on the quality of the potable water in the system.

INDUSTRIAL FLUIDS. Any fluid or solution which may be chemically, biologically or otherwise contaminated or polluted in a form or concentration which would constitute a health, system, non-health or plumbing hazard if introduced into an approved water supply. This may include, but not be limited to: polluted or contaminated used waters, all types of process waters and "used waters" originating from the public potable water system which may deteriorate in sanitary quality, chemicals in fluid form, plating acids and alkalis, circulating cooling treated or stabilized with toxic substances, contaminated natural waters such as from wells, springs, streams, rivers, bays, harbors, seas, irrigation canals or systems, etc., oils, gas, glycerin, paraffin, caustic and acid solutions or other liquid and gaseous fluids used industrially for other purposes including firefighting purposes.

ISOLATION or POINT OF USE. The appropriate type or method of backflow protection at all potable water outlets commensurate with the degree of hazard to the customer's potable water system.

NON-POTABLE WATER. Water not safe for drinking, personal or culinary use.

POLLUTION. An impairment of the quality of the water to a degree which does not create a hazard to the public health, but which does adversely and unreasonably effect the aesthetic qualities of such waters for human use or consumption.

POTABLE WATER. Water that is: safe for human consumption, personal or culinary use, and free from impurities in amounts sufficient to cause disease or harmful physiological effects.

REBUILD. When used in reference to a Reduced Pressure Principle (RPP or RPZ) backflow prevention assembly shall consist of replacing all of the spring and rubber parts within the device. Both spring and rubber repair kits are required.

SYSTEM DRAIN. A hose bib or boiler cock that is used exclusively to blow out or drain water system for frost conditions or maintenance.

SYSTEM HAZARD. An actual or potential threat of severe damage to the physical properties of the water system (public or customer's potable water system) or of a pollution or contamination which would have a protracted effect on the quality of the potable water in the water system.

WATER USER. The person(s) that will be consuming or using the water at the point of use (i.e., consumer).

§ 52.33 STATE CODE ADOPTED

State of Minnesota, Department of Health (Minnesota Plumbing Code), Chapters 4714 and 326B.46 shall apply to all aspects of this ordinance.

§ 52.34 POLICY REQUIREMENTS

(A) Water service provided by the City shall be protected against backsiphonage as required by the State of Minnesota Department of Health, Chapters 4720 and 4714, State Statutes and Regulations.

(B) Subject to the right-of-entry limitations set forth in § 52.39, the customer's system shall be open for inspection at all reasonable times to authorized representatives of the city to determine whether unprotected cross connections or other structural or sanitary hazards, including violations of these regulations exist. When such a condition becomes known, the city or its designated agent or representative shall immediately notify the customer of the violation, ensure that corrective action is taken in a punctual manner or shall deny or immediately discontinue water service to the premises by providing for a physical break in the service line until the customer has corrected the condition(s) in conformance with Minnesota Law and this specification.

(C) It shall be the responsibility of the customer to assume the cost for the installation, testing, repair and maintenance of the backflow assembly as required by these Specifications and all other referenced materials. An accredited tester approved by the city. Le Sueur shall perform these tests.

§ 52. 35 WATER SYSTEM REQUIREMENTS

The water system shall be considered as made up of two (2) parts: The city and the customer's water system. The city water system shall consist of the source of the water, the facilities and distribution system, and shall also include all those facilities of the water system under the control of the city. The source shall include all components of the facilities utilized in the production, treatment, storage and delivery of water to the distribution system. The distribution system shall include the network of conduits used from the source to the customer's system. The customer's system shall include those parts of the facilities beyond the termination of the city distribution system, which are utilized in conveying potable water to points of use.

§ 52.36 PRIVATE WATER SUPPLIES.

(A) No water pipes of the city water system shall be connected with any pump, well, pipe, tank or any device that is connected with any other source of water supply, and when such are found, the city shall notify the owner or occupant to disconnect the same and, if not immediately done, the city water shall be turned off.

(B) Before any new connections to the city system are permitted, the city shall ascertain that no cross-connections will exist when the new connection is made.

(C) When a building is connected to city water, any private or auxiliary water supply shall be permanently disconnected from all plumbing systems connected to city water and may be used only if physically isolated in a manner approved by the city and the Minnesota Department of Health.

§ 52.37 SPECIAL BACKFLOW ASSEMBLY REQUIREMENTS

(A) Any installation of backflow prevention equipment must be approved by the city Water Division. Failure to meet city requirements is a violation of this chapter § 55.45. A city-approved means of backflow prevention shall be installed on each service line to a customer's water system immediately inside the building being served, but in all cases before the first branch line leading off the service line whenever the following conditions exist:

(1) In the case of premises having an auxiliary water supply including, but not limited to, a private well which is not, or may not be, of safe bacteriological or chemical quality and which is not acceptable as an additional source by the State of Minnesota Department of Health, no connection to the city water system shall be permitted or maintained unless the auxiliary water supply is permanently disconnected and, if required by the City or the Minnesota Department of Health, properly sealed or abandoned in accordance with applicable state and local requirements. The installation of backflow prevention shall not be permitted as a substitute for disconnection of the auxiliary water supply. No auxiliary water supply may remain interconnected with plumbing served by city water, regardless of backflow prevention.

(2) In the case of premises on which any industrial fluids or any other objectionable substance is handled in such a fashion as to create an actual or potential hazard to the city's water system. The city's water system shall be protected against backflow from the premises by installing an approved means of backflow prevention in the service line commensurate with the degree of hazard. This shall include the handling of process waters and waters originating from the city's distribution system which have been subject to deterioration in quality.

(3) In the case of premises having either internal cross connections that cannot be corrected and protected, or intricate plumbing and piping arrangements or where entry to all portions of the premises is not readily accessible for inspection purposes thereby making it impractical or impossible to ascertain whether dangerous cross connections exist, the city's water system shall be protected against backflow from the premises by installing an approved means of backflow prevention in the service line.

(B) The type of protective backflow prevention assembly required shall depend upon the degree of hazard which exists as defined in the Minnesota State Plumbing Code Section 6.

(1) In the case of any premise where there is an auxiliary water supply not subject to the following rules, the city's water system shall be protected by an approved air gap or an approved reduced pressure principle backflow prevention assembly.

(2) In the case of any premise where there is water or substance that would be objectionable, but not hazardous to health if introduced into the city's water system, an approved double check valve backflow prevention assembly shall protect the city's water system.

(3) In the case of any premise where there is any material dangerous to health, which is handled in such a fashion as to create an actual or potential hazard to the city's water system, the city's water system shall be protected by an approved air gap or an approved reduced pressure principle backflow prevention assembly. Examples of premises where these conditions will exist

include, but are not limited to, sewage treatment plants, sewage pumping stations, chemical manufacturing plants, hospitals, health care facilities (i.e., clinics, medical centers, health centers, nursing homes, etc.) mortuaries, plating plants, agricultural facilities (i.e., farms), chemical or fertilizer plants, etc.

(4) In the case of any premise having multiple violations where there has been unprotected cross connections, either actual or potential, and/or where there are a number of plumbing or piping changes occurring, the city's water system shall be protected by an approved air gap or an approved reduced pressure principle backflow assembly at the service connection directly off of the main ahead of all customer connections.

(5) In the case of any premises where, because of security requirements or other prohibitions or restrictions, it is impossible or impractical to make a complete on-premises cross connection survey, either an approved air gap or an approved reduced pressure principle backflow assembly on each service to the premises shall protect the city's water system.

(6) Means of backflow prevention application will be determined by the degree of hazard in the following chart, but not limited to: State of Minnesota Department of Health Chapter 4714.0603: See Section § 52.32 for definitions relating to "Hazards."

DEGREE OF HAZARD CHART

Pollution
(Low Hazard)

Contamination
(High Hazard)

Method Assemblies Or Devices	Backsiphonage	Back Pressure	Backsiphonage	Back Pressure	Installation
Air Gap (Method)	X		X		ANSI (A112.1.2)
Atmospheric Vacuum Breaker (Device) (ASSE 1001)	X		X		Upright position. No valves downstream. Minimum of 6 inches or listed downstream piping and flood level rim of receptor. See special requirements in Minnesota Plumbing Code. Maximum of 8 hrs. continuous line pressure permitted.
Double Check Valve Backflow Preventer Assembly (ASSE 1048)	X	X			Requires clearance for testing, repair and maintenance. Readily accessible.
Double Check Valve with Intermediate Atmospheric Vent (Device) (ASSE 1020)	X	X	See special Requirements in Minnesota Plumbing Code	See special Requirements in Minnesota Plumbing Code	Readily accessible (See special requirements in MN Plumbing Code)
Pressure Vacuum Breaker (Assembly) (ASSE 1020)	X		X		Upright position. May have valves downstream. Minimum of 12 inches above all downstream piping and flood level rim of receptor continuous line pressure permitted.
Reduced Pressure Principle Backflow Prevention Assembly (ASSE 1013)	X	X	X	X	Horizontal unless otherwise listed. Readily accessible. Requires clearance for test, repair & maintenance.
SVB Backsiphonage Backflow Assembly (ASSE 1056)	X		X		Same as Pressure Vacuum Breaker
Vacuum Breaker Wall Hydrant (ASSE 1019) Hose VB (ASSE 1052)	X				Hose VB shall be installed on wall hydrants and threaded spigots/faucets that do not have integral backflow protection and to which a hose can be connected.

Note: Refer to 2009 Minnesota Plumbing Code, Chapter 4715-2110 for regulations on "Types of Devices Required Where An Air Gap Cannot Be Provided".

(7) Any means of backflow prevention required herein shall mean an assembly that has been manufactured in full conformance with the standards established by American Water Works Association (AWWA) and by American Society of Sanitary Engineering (ASSE) and have met completely the laboratory and field performance specifications of the Foundation for Cross Connection Control and Hydraulic Research of the University of Southern California (USC FCCCHR) established in: Specifications of Backflow Prevention Assemblies - Section 10 of the most current Edition of the Manual of Cross Connection Control.

§ 52.38 CUSTOMER RESPONSIBILITIES

It shall be the duty of the customer at any premise where backflow prevention assemblies are installed to have a field test performed by an accredited backflow prevention assembly tester upon installation and at the required annual intervals thereafter. The city may require field tests at more frequent intervals as individual circumstances may indicate. It shall be the responsibility of the customer to assume the cost for the installation, testing, repair and maintenance of the backflow assembly. An accredited tester approved by the city shall perform these tests.

§ 52.39 RIGHT OF ENTRY

(A) General Right of Entry. Pursuant to § 50.03, customers of municipal utility services shall admit the city's employees or their designated agents or representatives, upon proper identification and between the hours of 8:00 a.m. and 5:00 p.m. of any day, to premises served by the municipal utilities for the purpose of inspecting, installing, reading, maintaining, repairing, or removing water meters and appurtenances, and for inspecting the manner of and purposes for which utility service is being used.

(B) Limitations on Entry. Except as provided in subsection (D), the city shall not enter a customer's dwelling or enclosed structure if the customer or property owner has not consented or the city has not obtained a court order authorizing entry.

(C) Meter Reading Access.

(1) Exterior meters. For purposes of routine exterior manual or automated water meter reading, consent to enter unenclosed areas of private property is implied by the customer's acceptance of municipal utility services.

(2) Interior meters. Entry into a building or dwelling to read, inspect, or service an interior water meter requires the consent of the property owner or occupant, or a court order authorizing entry. If the Water/Wastewater Manager or the Manager's designated employee or representative requests access for these purposes and the property owner or occupant refuses or fails to allow entry within ten (10) days after oral or written notice, or within another reasonable time agreed to by the parties, water service may be required to be shut off and shall not be restored until access is provided and the inspection or corrective action is completed.

(D) Emergency Entry. The city may enter a customer's premises without consent or a court order when an emergency reasonably appears to exist involving imminent danger to life, property, or the integrity of the municipal utility system, including but not limited to conditions implicating public health, safety, or welfare as described in § 50.04.

(E) Law Enforcement Notification. When entering a customer's premises without consent pursuant to subsection (D), the city shall notify the jurisdictional law enforcement agency unless, under the facts and circumstances, such notification would be unreasonable or impracticable.

§ 52.40 TESTING AND MAINTENANCE

(A) All testable backflow assemblies must be tested upon installation, at the required annual intervals thereafter per State of Minnesota Plumbing Code and/or the manufactures minimum recommended interval. The city may require field tests at more frequent intervals as individual circumstances may indicate (i.e., high hazards, high incidence of field test failures, frequent internal plumbing changes, etc.).

(B) The Owner is required to have all testable backflow prevention assemblies' tests at intervals not to exceed twelve (12) months from the date of the previous test date and shall be submitted to the city no more than 30 days after the test date.

(C) The owner is required to have any Reduced Pressure Principle (RPP or RPZ) backflow prevention assemblies rebuilt. If an RPP or RPZ does not pass an annual test, it must be repaired/rebuilt to a passing test before it can be put back into service to isolate a cross-connection. The rebuild must be completed by a licensed plumber per State of Minnesota Plumbing Code. See Section § 52.32 for the definition of a rebuild.

(D) The city will notify each water customer that is delinquent in submitting their annual backflow prevention assembly tests in writing. This written notice shall give the water customer a maximum of 30 calendar days to have the assembly tested and submitted.

(E) A "Second Notice" shall be sent to each water customer who does not have the backflow prevention assembly tested as prescribed in the first written notice within the 30 calendar day period allowed. The "Second Notice" will give the water customer a period of 15 calendar days to have the assembly tested and the completed report submitted. A fee as prescribed in § 52.40 (H) shall apply to all instances where a "Second Notice" is sent. If the water customer takes no action within the 15-calendar day grace period, the city may terminate the water supply to the water customer until the said assembly is tested. The water customer will be subject to fees pursuant to the city fee schedule if it is necessary to terminate the water service and reinstate the service. All tests must be performed by an accredited backflow tester and reports completed and submitted on the proper form to the city.

(F) The city, its Water/Wastewater Manager, or designated employees or representatives shall have the right to operate private curb stops, valve boxes, and related appurtenances on customer property as necessary to shut off, restore, or otherwise control water service for compliance with this chapter.

(G) The city, the company or tester doing the testing and the water customer shall keep records of tests, repairs and maintenance. The city and the water customer shall maintain these records for a minimum of seven (7) years and make them available upon request.

(H) Fees: If the customer fails to comply with § 52.40 in year 1 (i.e., first offense) the "Second Notice" fee established in the city's fee schedule shall be applied. If in year 2, or any subsequent year after being issued the applicable fee for non-compliance with §52.40 as set forth in the city's fee schedule, then the increased repeat-offense fee set forth in the city's fee schedule shall apply and remain in effect for all future occurrences.

§ 52.41 REQUIREMENTS: CITY OF LE SUEUR APPROVAL OF BACKFLOW PREVENTION ASSEMBLY TESTERS

All testers and rebuilders must be certified by the State of MN Department of Labor and Industry and approved by the city in all phases of backflow prevention assembly testing must be demonstrated by means of education and experience. Prior to completing any work within the city limits of the city, potential testers must be certified by the MN Department of Labor & Industry (DOLI) and accredited by the city and must submit the following minimum requirements. After approval, the tester shall be added to the official list of backflow prevention assembly testers. Any installation of backflow prevention assemblies must be approved by the city Water Division. Failure to meet city requirements is a violation of this chapter pursuant to § 52.45. The following are minimum requirements:

(A) Testers of backflow prevention assemblies shall furnish evidence that they have available the necessary tools and equipment to properly test such assemblies and shall be responsible for the accuracy and calibration (annual requirement) of the test equipment, including the competency and accuracy of all tests and reports prepared by them. Test equipment shall be calibrated by an accredited laboratory in accordance with the recognized International Standard ISO/MC 17025.

(B) Maintenance and repair on backflow prevention devices must be performed by a licensed master plumber (MN Statute 326.40) in addition to being an accredited backflow prevention assembly tester.

(C) Exception. An accredited backflow preventer assembly tester approved by the State of Minnesota Department of Labor and Industry and accredited by the city may test, maintain, repair and replace Pressure Vacuum Breakers (PVB) assemblies on irrigation systems ONLY.

§ 52.42 COMMERCIAL FIRE PROTECTION SYSTEM REQUIREMENTS

(A) The following applies to commercial fire protection systems and the requirements of NFPA 13, NFPA 13R and the Minnesota Plumbing Code, Minnesota Rules, Chapter 4714.

(1) All new installations shall require double check valves. All systems with a single check valve that are being replaced shall be upgraded to a double check valve.

(2) Existing single check valves that are in place may remain in place as long as no work is being completed to the device or the immediate area adjacent to the device.

(3) If an additional riser is added to the header or if a riser, previously installed for future use is utilized, it will be construed as work being done to the area adjacent to the device.

(4) Before installing or testing a backflow prevention assembly on a fire sprinkler system, it is required that the city's Water Division be consulted for additional criteria they may require. Additionally, the hydraulic calculations for the fire sprinkler system may be required to be recalculated adding the additional pressure loss of the new back flow device proposed to be

installed. The hydraulic calculations shall be submitted to the Water/ Wastewater Manager for approval before the backflow prevention device is installed.

(5) Before testing or performing maintenance on a backflow prevention device for a fire sprinkler system, all proper notifications shall be made including providing notice to the city. Each system may have different requirements, contact the Water/ Wastewater Manager with questions.

(6) Exceptions may be made in cases where the replacement of a single check valve with a double check backflow device on existing systems reduces the flow to a point that the system no longer complies with applicable codes, standards or insurance requirements and the addition of a booster pump or fire pump is not structurally practical

(B) All new commercial or industrial premises with a fire suppression system served directly from the public water distribution system shall install a city-approved, ~~fire-rated~~ water meter on the supply line dedicated to the fire suppression system prior to receiving water service activation. Existing commercial or industrial fire suppression services shall be required to install a city-approved, fire-rated water meter when the system is substantially modified, expanded, or when major components including but not limited to backflow prevention assemblies, control valves, or service mains are replaced.

§ 52.43 RESIDENTIAL FIRE PROTECTION SYSTEM REQUIREMENTS

(A) The following applies to residential fire systems that are constructed of approved potable materials and are designed to flow water so it does not become stagnant. The conditions found in the NFPA 13d must be met.

(1) If a residential sprinkler system installed in a single family dwelling is constructed with a potable water pipe and there are no chemicals in the system, or as long as there is no booster pump installed, a backflow device is not required.

(2) If the system is constructed with non-potable materials and there are no chemicals in the system, a double check valve is required. Annual testing is required.

(3) If the system is constructed with any chemicals contained within it, an (RPP or RPZ) is required. Annual testing and rebuilds are required if (RPP or RPZ) fails.

(B) The following applies to a multi-purpose residential fire system in a single family dwelling. This system has dead end runs that permit water to become stagnant.

(1) If the system is constructed with potable water pipe and there are no chemicals in the system, a double check valve is required. Annual testing is not required.

(2) If the system is constructed with any chemicals contained and there are no chemicals in the system, a double check valve is required. Annual testing is required.

(3) If the system is constructed with any chemicals contained within it, an (RPP or RPZ) is required. Annual testing and rebuilds are required if (RPP or RPZ) fails.

(C) Residential fire sprinkler systems shall be installed on the customer side of the water meter.

(D) Residential fire sprinkler systems that have non-potable materials shall be labeled with stickers that read "non-potable water" a minimum of every 5 feet and oriented to be in conspicuous locations.

(E) It is the fire sprinkler system designer's responsibility to provide the Water/ Wastewater Division with the water flow requirements of the meter to meet their system needs. The City will supply all water meter(s).

(F) All fire sprinkler systems must be reviewed and approved by the city.

§ 52.44 IN-GROUND IRRIGATION SYSTEMS

The State of Minnesota requires backflow protection on all in-ground irrigation systems. The testing of all irrigation system protection devices must be completed each year at the time of system start-up. This is due to the nature of the system being taking in/out of service to protect it from our local climate.

§ 52.45 VIOLATIONS

(A) A financial penalty shall be charged as outlined in Section § 52.40 for any failures to perform the requirements of this section or any violations thereof. The penalty shall be billed directly to the customer on a monthly invoice.

(B) The City may diminish or suspend the water supply to the water customer for any failures to perform the requirements of these Specifications, consistent with this chapter. The water customer will be subject to any fees to re-establish water service to the customer. Any suspension or termination of service under this subsection shall comply with §§ 52.14, 39, and 40.

(C) Any violation of this section shall also be subject to the penalties and enforcement provisions of § 52.99 and § 10.99, as applicable.

§ 52.99 PENALTY.

(A) Any person violating any provision of this chapter for which no specific penalty is provided shall be subject to § 10.99, and the procedures of Chapter 50 shall apply, and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

(B) (1) Any person, firm or corporation violating any provision of §§ 52.25 through 52.27 or the regulations passed by resolution as authorized by this §§ 52.25 through 52.27 shall be fined the applicable violation fee set forth in the city's fee schedule for residential customers or nonresidential customers, as applicable, \$300 for residential customers and \$500 for all other customers for each offense and a separate offense shall be deemed committed on each day during or on which a violation occurs or continues.

(2) Failure to comply with §§ 52.25 through 52.27 or regulations passed by resolution so authorized by §§ 52.25 through 52.27 after two warnings shall be cause for the discontinuance of water service to the premises pursuant to the provisions of Chapter 50. Water service shall not be restored until the property owner has corrected all violations, allowed inspection by the city or its designated agent or representative to verify compliance, paid all inspection, reinspection, and administrative fees associated with compliance verification as set forth in the city's fee schedule, installed or repaired all required plumbing or backflow prevention devices, paid all other applicable fees and charges as set forth in the city's fee schedule, and provided any certifications or documentation required by the city. Failure to meet these conditions shall be grounds for continued discontinuance of service.

(Ord. 410, passed 6-11-1990)

Section 2. Code Amended. That Title XI: Business Regulations, Section 112, of the City of Le Sueur City Code is hereby amended as follows (new material is underlined; deleted material is ~~lined out~~; sections and subsections which are not proposed to be amended are omitted):

§ 112.02 CITY LICENSE REQUIRED TO DO PLUMBING WORK IN CONNECTION WITH CITY WATER SUPPLY SYSTEM.

(A) Any person desiring to do plumbing work in connection with the city water supply system shall, before doing any act in furtherance thereof, file in the office of the City Clerk a petition in writing giving ~~his or her~~their name and the name of each member of ~~his or her~~their firm, if any, and place of business, asking to become a licensed plumber of the city. Before receiving a license, the applicant shall file in the office of the City Clerk a bond with corporate surety, to be approved by the City Council, in the sum of \$10,000, conditioned that ~~he or she~~they will indemnify and keep harmless the city from all liability for any accident or damages arising from any violation of this code or any negligence or unskillfulness in doing ~~his or her~~their work or in protecting ~~his or her~~their work done in pursuance of ~~his or her~~their license, and that ~~he or she~~they will restore the street, sidewalk and pavement over any pipe ~~he or she~~they may lay and fill in excavations made by ~~him or her~~them so as to leave the street, sidewalk and pavement in as good state and condition as ~~he or she~~they found them, and keep and maintain the same in good order to the satisfaction of the city, for the period of one month thereafter, and that ~~he or she~~they will pay all fines imposed upon ~~him or her~~them in violation of any rule or regulation adopted by the city during the term of ~~his or her~~their license, which license shall expire on September 1 in each year.

(C) All plumbing work that involves laying water service pipes to within one foot of a building or other structure must be performed by a pipe layer who is certified under a program recognized by the city. The city shall verify the certification of all contractors performing such work prior to issuance of a city plumbing license, and the license shall be contingent upon continued compliance with this requirement.

Section 3. Effective Date. This ordinance becomes effective from and after its passage and publication.

ADOPTED by the City Council of the City of Le Sueur, Minnesota this 26th day of January 2026.

ATTEST:

Shawn Kirby, Mayor

Lindsey Dhaene, City Clerk



CITY OF LE SUEUR
REQUEST FOR COUNCIL ACTION

TO: Mayor and City Council

FROM: Lindsey Dhaene, City Clerk

SUBJECT: Resolution R2026-006: Summary Publication of Ordinance 618

DATE: For the City Council Meeting of Monday, January 26th, 2026

PURPOSE

Consider approving a summary publication of Ordinance 618.

SUMMARY

At its January 26, 2026 meeting, the City Council has been asked to consider the Second & Final Reading of Ordinance 618, amending chapters 52 and 112 of the city code as they pertain to the City's Water Utility. Should the ordinance be passed, the City is required to either publish the ordinance in its entirety, or publish a summary of the ordinance, in the official City newspaper. Where practical, it is recommended by staff to publish a summary of the ordinance. The full ordinance is available to the public at City Hall and, once published, online.

ACTION REQUESTED

Staff recommends City Council adopt Resolution R2026-006, approving a summary publication of Ordinance 618.

Alternate Actions:

- No action / Denial: Summary publication of Ordinance 618 will not be approved, and the entirety of the ordinance shall instead be published, unless otherwise advised by City Council.
- Modification of Recommendation: This is always an option for City Council.

CITY OF LE SUEUR, MINNESOTA
CITY COUNCIL RESOLUTION **R2026-006**

APPROVING A SUMMARY PUBLICATION FOR ORDINANCE NO. 618
AMENDING CITY CODE CHAPTERS 52 AND 112

WHEREAS, the City of Le Sueur (the “City”) is a municipal corporation, organized and existing under the laws of Minnesota; and

WHEREAS, on January 26, 2026, the City Council adopted Ordinance No. 618 regarding the amendment of City Code Chapters 52 and 112; and

WHEREAS, pursuant to Minnesota Statutes 412.191, Subd. 4, the City Council finds that the summary below clearly informs the public of the intent and effect of Ordinance No. 618; and

WHEREAS, a printed copy of Ordinance No. 618 is available for inspection during regular office hours in the office of the City Clerk.

NOW THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL THAT the following summary of Ordinance No. 618 is approved for publication:

CITY OF LE SUEUR, MINNESOTA
ORDINANCE NO. 618
AN ORDINANCE AMENDING CITY CODE CHAPTERS 52 AND 112 TO ESTABLISH
CROSS-CONNECTION CONTROL, PREVENT BACKFLOW, AND PROTECT WATER
QUALITY IN THE CITY OF LE SUEUR

Section 1. Chapter 52 of the City Code of the City of Le Sueur is hereby amended as summarized below:

Chapter 52 of the City Code addresses the City Water Utility, and has been amended in several areas to clarify processes/procedures, ownership of infrastructure, repairs and maintenance, penalties, and notifications. The ordinance also adds sections to the Code related to the following:

- Deficiency of water and shutting off water
- Water meter reading
- Tampering with water service infrastructure
- Cross-Connections & Backflow Prevention
- Fire protection system requirements
- In-ground irrigation systems

Section 2. Chapter 112 of the City Code of the City of Le Sueur is hereby amended as summarized below:

Chapter 112 of the City Code addresses Plumbing and Plumbers. This section has been amended for general editorial purposes, and Code section 112.02(C) has been added to address certification of pipe layers.

Section 3. The ordinance shall be effective upon its publication.

PASSED by the City Council of the City of Le Sueur on this 26th day of January 2026.

ATTEST

Shawn Kirby, Mayor

Lindsey Dhaene, City Clerk

VOTE: ___ HUNTINGTON ___ KIRBY ___ SCHLUETER
___ SULLIVAN ___ SMITH ___ NELSON ___ WILLIAMS