

AGENDA
WYKOFF CITY COUNCIL
January 12, 2026

- 1. CALL MEETING TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF AGENDA**
- 4. APPROVAL OF CONSENT AGENDA:**
 1. APPROVAL OF MINUTES- Regular Meeting December 8, 2025
 2. APPROVAL OF BILLS
 3. APPROVAL OF TREASURER'S REPORT
- 5. VISITORS**
- 6. COMMITTEE REPORTS**
 1. WWTP-Rick Whitney, Ryan Breckenridge Jeff Hare
 2. Fire Dept.-Mike Lund
 - a. Approval of Liquor license for Event
 - b. Grant from DNR
 3. First Responders- Cory Bremseth
 4. Personnel Committee-Barb Fate and Missy Musel
 - a. Application for Snow Plow Driver/ Maintenance
 - b. Paid Leave Policy
 5. Streets-Mayor and Jane Baker
 6. Community Education -Barb Fate and Jane Baker
 7. Park and Recreation, Joint Trails Board Representatives-Jane Baker and Jeff Hare
 8. Zoning-
 - a. Alison Cronk- Deck
 9. Sheriff's Report-
 10. Mayor's Report
- 7. Old Business**
 - a) Trail Board meeting January 21st- Lanesboro Visitor Center
 - b) Refund from Priority for new lock and Locksmith bill
- 8. New Business**
 - a) Review Yearly Appointments
 - b) Resolution 2026-03 Adopting the designation of yearly appointments
 - c) Administrative Fees Discussion/Adoption
 - d) Review of Wykoff Council Code of Conduct
 - e) Resolution 2026-01 Donations
 - f) Resolution 2026-02 donations to Fire Department and First Responders
 - g) Wykoff Commons Water Bill Adjustment
 - h) Stuedemann INI
 - i) Transfer of \$15,000 to Water from sewer fund. (Poll)
- 9. ADJOURNMENT**

Wykoff City Council Meeting
Regular Meeting Minutes
December 8, 2025, 7:00 PM

A meeting of the Wykoff City Council was held in the Council Room at 106 Gold St. N on December 8, 2025 at 7:00 pm. Attendees included Jeff Hare, Barb Fate, Jane Baker, Missy Musel. Also, present City Administrator, Becky Schmidt. Absent: Mayor Ryan Breckenridge

Pledge of Allegiance was said.

Agenda: Mayor Pro Tem Hare called for any additions to the agenda. Motion by Musel and seconded by Baker to approve the agenda as written. Motion carried 4-0.

Consent Agenda:

Motion was made to accept the consent agenda as presented by Baker and seconded by Musel. Motion carried 4-0.

Visitors – None present.

COMMITTEE REPORTS:

WWTP – Rick Whitney reported to the council the list as stated below:

1. Completed DMR no limit exceedances.
2. Completed rounds, checks and process control.
3. Conducted MLSS checks.
4. Checked biological activity under microscope.
5. Cleaned UV room and tanks.
6. Assisted with getting grant paperwork finalized and ready for submittal.
7. Assisted with 2 locates.
8. No streets committee meeting.
9. Met with Joe O'Connell AA excavating.
10. Cleaned office area.
11. Monitored plant during heavy rain events. Zero power outages.
12. Reviewed I & I lateral video.
13. Ordered and installed Chlorinator head in well house.

Rick thanked Becky for her assistance in completing grants.

He is currently completing the paperwork to receive state grant funding for replacing galvanized lines.

Fire Department - Fire Chief, Mike Lund, reported that the department pension fund needs attention. The retirement fund typically increases \$50.00 per firefighter each year. However, last year it was omitted. Lund requested a \$100.00 increase for the retirement fund this year, raising it from

\$1,600.00 to \$1,700.00. Becky noted that this increase is not a cost to the city. The money comes from the firefighters' investments.
Motion was made by Musel and seconded by Baker to approve the increase in the retirement funds.
Motion carried 4-0.

Elections were held. Cory Bremseth is the new 2nd assistant chief. All other offices remained the same.

Stated there are infrared heater issues at the Fire Hall. City employee Baker and Stender Plumbing are working on the issue.

First Responders – Cory Bremseth, First Responder Director was unable to attend the council meeting. Becky read a letter from Bremseth.

Summary of letter: First Responders have only missed two calls since March 2025. Bremseth is working on expanding the district line for the Wykoff First Responders.

Bremseth noted that the crew is fantastic. The Responders receive \$25.00 for every call. It was noted that the budget for the Responders has been under budgeted for next year due to the increase members and response rate. The council may need to transfer funding to the First Responders' fund during the year.

Personnel Committee –Fate reported they did not meet this month. They will get together before the next meeting and review and update interview questions. Becky mentioned that she has resources for specific interview questions for prospective city employees.

Musel commented that she reminded city employee Heusinkveld of the Community Hall cleaning requirements. It was noted that Heusinkveld is doing a good job.

Streets – Mayor and Baker – Baker reported that the committee did not meet.

Community Education – Fate and Baker reported they did not attend the recent community education meeting. Will be attending the January meeting. Looking for ways to get Community Education into Wykoff. Becky suggested placing a notice on the City of Wykoff Facebook page where residents could submit ideas. Hare suggested lessons on canning, starting plants, and possibly having a community garden. Fate commented that she would like to see these ideas start next spring.

Revolving Loan Committee – Council member Fate inquired if appointments were set up with the loan program. Becky reported there will be a change in the format. Mayor Breckenridge suggested we have a closed special meeting with the individuals and the entire council be present. The meeting will be in January.

Park and Recreation, Joint Trails Board Representatives – Baker and Hare reported that they did not meet. Hare stated it is nice to see the skating rink in place. Street Maintenance Baker thanked the fire department for assisting with setting up the ice rink.

Becky reported that the fire department purchased and paid for the liner in the rink last year. The city will pay for the liner this year.

Zoning – No report.

Sheriff's Report – No report.

Mayor's Report – Mayor Pro Tem Hare thanked everyone for their involvement in the festivities in Wykoff this weekend. The craft show, lunch with Santa, hayride, and Brad Boice Concert were a success. Thank you to everyone who pitched in to help. Christmas in Wykoff was a great success!

Old Business – No old business.

New Business – Resolution #2025-23

"A Resolution Re-Establishing the Polling Precinct and Precinct Location for the City of Wykoff."
Becky read the resolution.

RESOLUTION #2025-23

A RESOLUTION RE-ESTABLISHING THE POLLING PRECINCT AND PRECINCT LOCATION FOR THE CITY OF WYKOFF

WHEREAS, THE CITY COUNCIL OF THE CITY OF WYKOFF, MINNESOTA ("Council" and "City"), pursuant to Minnesota Statute §204B.14, is required to establish or re-establish the boundaries of the election precincts within the municipality following the redistricting of the Legislature; and,

WHEREAS, the Legislature of the State of Minnesota has been redistricted; and,

WHEREAS, precinct boundaries must be re-established within 60 days of the time when the Legislature has been redistricted or at least 19 weeks before the State Primary, whichever comes first.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYKOFF, that the following precinct and polling location is hereby re-established as:

Wykoff Community Center

226 Gold Street N

Wykoff, MN 55990

Motion made by Fate and seconded by Musel to approve Resolution #2025-23.

Roll call vote in favor:

Jeff Hare - Yes

Barb Fate -Yes
Ryan Breckenridge- Absent
Missy Musel - Yes
Jane Baker - Yes
Voting Against: None
Adopted this 8th day of December 2025

Mayor- Ryan Breckenridge, Mayor

Attest:

Rebecca Schmidt, City Administrator

Resolution 2025-24

“A Resolution to Recommit Fund Balance”

Becky read the Resolution.

Resolution No. 2025-24

A Resolution to Recommit Fund Balance

WHEREAS, the Government Standards Accounting Board (GASB) has issued Statement No. 54 establishing a hierarchy clarifying the constraints that govern how a government entity can use amounts reported as fund balance; and
WHEREAS, the City Council is the highest level of decision-making authority, and has the authority to commit, assign or evaluate existing fund balance classifications and identify the intended uses of committed or assigned funds; and
WHEREAS, the committed fund balance classification reflects amounts subject to internal constraints self-imposed by the City Council; and
WHEREAS, once the committed fund balance constraints are imposed, it requires the constraint to be removed by the City Council prior to redirecting the funds for other purposes; and
WHEREAS, the City Council has determined it will commit the following fund balances:

2026 Committed			Capital		
Funds	First Resp.	Rural Fire	Revolving Loan	Improvement	Totals
Revolving Loans			\$ 8,454.00		\$ 8,454.00
Fire				\$ 227,068.00	\$ 227,068.00
				Total	\$ 235,522.00
Gambling receipts	\$ 40,000.00				
Repairs to Station		\$ 42,211.00			

NOW THEREFORE BE IT RESOLVED, that the Wykoff City Council in accordance with the provisions of GASB 54 hereby commits the afore mentioned funds, and that the funds cannot be used for any purpose other than directed above, unless the City Council adopts another resolution to remove or change the constraint.

Motion by Baker and seconded by Fate

Roll Call Vote in Favor:

Jeff Hare - Yes

Ryan Breckenridge-Absent

Barb Fate - Yes

Jane Baker - Yes

Missy Musel - Yes

Voting Against: None

Motion carried

Passed and adopted this 8th day of December by the City Council of Wykoff, Minnesota.

Ryan Breckenridge, Mayor

Rebecca Schmidt, City Administrator

Minnesota Paid Leave

Becky explained how Minnesota's new Paid Leave program will affect payroll. Everyone received a letter stating that due to the Minnesota Paid Leave ruling, all employees would have a reduction of .44 to their paychecks. If the city absorbs the expense, employees will need to claim it as a benefit and pay additional taxes. Much additional paperwork. Beginning January 1st, the city will pay 0.44% and employees will pay 0.44% of every paycheck. Must have an acknowledgement that every employee received the letter. The letter must be signed and filed in the office. Employees must present the letter they received when exercising their benefits.

ADJOURNMENT – Meeting was adjourned by Mayor Pro Tem Hare.

CITY OF WYKOFF

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Payments

Current Period: December 2025

Payments Batch 121025solar		\$10,692.00		
Refer	1899 SOLAR CONNECTION			
Cash Payment	E 601-49440-500 Capital Outlay	Solar Down Payment		\$4,050.00
Invoice 4740	12/10/2025			
Cash Payment	E 602-49000-500 Capital Outlay	Solar Down Payment		\$6,642.00
Invoice 4741	12/10/2025			
Transaction Date	12/10/2025	SECURITY STATE B 10100	Total	\$10,692.00

Fund Summary

	10100 SECURITY STATE BANK	
601 WATER FUND		\$4,050.00
602 SEWER FUND		\$6,642.00
		<u>\$10,692.00</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$10,692.00
Total	\$10,692.00

CITY OF WYKOFF

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Payments

Current Period: December 2025

Payments Batch 121725loans		\$50,536.25	
Refer	1903 USDA/RURAL DEVELOPMENT	Ck# 000976E 12/17/2025	
Cash Payment	E 602-49000-600 Debt Service Principal		\$13,000.00
Invoice	12/31/2025		
Cash Payment	E 602-49000-610 Debt Service Interest		\$15,198.75
Invoice	12/31/2025		
Cash Payment	E 602-49000-600 Debt Service Principal		\$10,000.00
Invoice	12/31/2025		
Cash Payment	E 602-49000-610 Debt Service Interest		\$12,337.50
Invoice	12/31/2025		
Transaction Date	12/17/2025	SECURITY STATE B 10100	Total \$50,536.25

Fund Summary

	10100 SECURITY STATE BANK	
602 SEWER FUND		\$50,536.25
		<u>\$50,536.25</u>

Pre-Written Checks	\$50,536.25
Checks to be Generated by the Computer	\$0.00
Total	\$50,536.25

CITY OF WYKOFF

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Payments

Current Period: December 2025

Payments Batch 121625PAY-2		\$551.50	
Refer	1902 SPRING VALLEY TECH SOLUTION		
Cash Payment	E 101-42200-240 Small Tools and Minor E Laptop		\$224.50
Invoice 2228	12/16/2025		
Cash Payment	E 240-42200-240 Small Tools and Minor E Laptop		\$224.50
Invoice 2228	12/16/2025		
Cash Payment	E 101-41400-200 Office Supplies		\$60.00
Invoice 2228	12/16/2025		
Cash Payment	E 101-41400-200 Office Supplies		\$42.50
Invoice 2228	12/16/2025		
Transaction Date	12/16/2025	SECURITY STATE B 10100	Total \$551.50

Fund Summary

10100 SECURITY STATE BANK

101 GENERAL FUND	\$327.00
240 RURAL FIRE FUND	\$224.50
	\$551.50

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$551.50
Total	\$551.50

CITY OF WYKOFF

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Payments

Current Period: December 2025

Payments Batch 122225PAY

\$1,429.17

Refer 1905 MINNESOTA ENERGY RESOURCE

Cash Payment	E 101-42200-383	Heating Fuel	Fire Hall	\$251.64
Invoice	Nov2025	12/22/2025		
Cash Payment	E 240-42200-383	Heating Fuel	Rural Fire Hall	\$251.64
Invoice	Nov2025	12/22/2025		
Cash Payment	E 101-41944-383	Heating Fuel	City Shed	\$268.43
Invoice	Nov2025	12/22/2025		
Cash Payment	E 601-49430-383	Heating Fuel	pumphouse	\$137.47
Invoice	Nov2025	12/22/2025		
Cash Payment	E 101-41941-383	Heating Fuel	Community Center	\$471.94
Invoice	Nov2025	12/22/2025		
Cash Payment	E 602-49480-383	Heating Fuel	WWTP	\$48.05
Invoice	Nov2025	12/22/2025		

Transaction Date 12/22/2025

SECURITY STATE B 10100

Total \$1,429.17

Fund Summary

10100 SECURITY STATE BANK

101 GENERAL FUND	\$992.01
240 RURAL FIRE FUND	\$251.64
601 WATER FUND	\$137.47
602 SEWER FUND	\$48.05
	<u>\$1,429.17</u>

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$1,429.17
Total	<u>\$1,429.17</u>

CITY OF WYKOFF

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Payments

Current Period: December 2025

Payments Batch 01072december2025		\$20,659.12	
Refer	1907 AUSTIN OFFICE PRODUCTS		
Cash Payment	E 101-41400-200 Office Supplies		\$43.58
Invoice	8836 1/7/2026		
Transaction Date	1/7/2026	SECURITY STATE B 10100	Total \$43.58
Refer	1909 ARVIG		
Cash Payment	E 101-41400-321 Cellphone/Telephone		\$55.14
Invoice			
Cash Payment	E 101-41400-325 Internet Service		\$75.25
Invoice			
Cash Payment	E 260-45176-325 Internet Service		\$85.95
Invoice			
Cash Payment	E 240-42200-325 Internet Service		\$46.09
Invoice			
Cash Payment	E 101-42200-325 Internet Service		\$46.09
Invoice			
Cash Payment	E 101-41941-325 Internet Service		\$86.95
Invoice			
Transaction Date	1/7/2026	SECURITY STATE B 10100	Total \$395.47
Refer	1913 BADGER METER		
Cash Payment	E 601-49430-328 Service Contract		\$59.67
Invoice	80220686		
Transaction Date	1/7/2026	SECURITY STATE B 10100	Total \$59.67
Refer	1914 BECKY SCHMIDT		
Cash Payment	E 101-45200-240 Small Tools and Minor E Ice Rink		\$73.35
Invoice	dec2025 1/7/2026		
Transaction Date	1/7/2026	SECURITY STATE B 10100	Total \$73.35
Refer	1915 GOPHER STATE ONE-CALL, INC		
Cash Payment	E 601-41540-300 Professional Services		\$2.70
Invoice	5120866 1/7/2026		
Transaction Date	1/7/2026	SECURITY STATE B 10100	Total \$2.70
Refer	1916 GOODIES AND GAS		
Cash Payment	E 101-45200-212 Motor Fuels	Fuel Parks	\$7.72
Invoice	Dec2025		
Cash Payment	E 101-42200-212 Motor Fuels	Fuel Fire	\$6.93
Invoice	Dec2025		
Cash Payment	E 240-42200-212 Motor Fuels	Fuel Fire	\$6.94
Invoice	Dec2025		
Cash Payment	E 101-43125-212 Motor Fuels	Snow Removal	\$369.46
Invoice	Dec2025		
Cash Payment	E 101-43100-212 Motor Fuels	Streets	\$30.45
Invoice	Dec2025		
Cash Payment	E 230-42153-212 Motor Fuels	EMS	\$69.59
Invoice	Dec2025		
Transaction Date	1/7/2026	SECURITY STATE B 10100	Total \$491.09
Refer	1917 GREAT AMERICA FINANCIAL SER		

CITY OF WYKOFF

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Payments

Current Period: December 2025

Cash Payment	E 101-41400-329	Lease	Printer lease		\$98.79
Invoice	40886538				
Transaction Date	1/7/2026		SECURITY STATE B 10100	Total	\$98.79
Refer	1918	HAWKINS, INC.			
Cash Payment	E 601-49420-216	Chemicals and Chem Pr			\$20.00
Invoice	782040	1/7/2026			
Transaction Date	1/7/2026		SECURITY STATE B 10100	Total	\$20.00
Refer	1919	LEAGUE OF MINNESOTA CITIES			
Cash Payment	E 101-41110-355	Dues	Mayor's Dues		\$30.00
Invoice		1/7/2026			
Cash Payment	E 101-41110-355	Dues	MN League dues		\$748.00
Invoice		1/7/2026			
Transaction Date	1/7/2026		SECURITY STATE B 10100	Total	\$778.00
Refer	1920	MED-COMPASS INC			
Cash Payment	E 101-42200-300	Professional Services	physicals		\$865.00
Invoice	48215	1/7/2026			
Cash Payment	E 240-42200-300	Professional Services	physicals		\$865.00
Invoice	48215	1/7/2026			
Transaction Date	1/7/2026		SECURITY STATE B 10100	Total	\$1,730.00
Refer	1926	RICHARDS SANITATION			
Cash Payment	E 101-43200-436	Contracted Services			\$3,768.62
Invoice	178256	1/7/2026			
Transaction Date	1/7/2026		SECURITY STATE B 10100	Total	\$3,768.62
Refer	1927	SPRING VALLEY ACE HARDWARE			
Cash Payment	E 101-45128-240	Small Tools and Minor E	Ice skating rink		\$19.19
Invoice					
Transaction Date	1/7/2026		SECURITY STATE B 10100	Total	\$19.19
Refer	1928	stantec			
Cash Payment	E 602-49450-303	Engineering Fees	grant		\$4,931.00
Invoice		1/7/2026			
Cash Payment	E 101-43150-303	Engineering Fees			\$111.25
Invoice		1/7/2026			
Cash Payment	E 408-43100-303	Engineering Fees			\$17.50
Invoice		1/7/2026			
Transaction Date	1/7/2026		SECURITY STATE B 10100	Total	\$5,059.75
Refer	1929	GREG STENDER			
Cash Payment	E 101-41941-220	Repair & Maintenance S	repair mens bathroom sink		\$98.00
Invoice	30	1/7/2026			
Transaction Date	1/7/2026		SECURITY STATE B 10100	Total	\$98.00
Refer	1930	UTILITY CONSULTANTS INC			
Cash Payment	E 602-41540-300	Professional Services	testing		\$561.12
Invoice	126348	1/7/2026			
Transaction Date	1/7/2026		SECURITY STATE B 10100	Total	\$561.12
Refer	1931	CITY OF WYKOFF			
Cash Payment	E 101-41400-329	Lease	lease		\$344.64
Invoice	Dec 2025	1/7/2026			

CITY OF WYKOFF

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Payments

Current Period: December 2025

Transaction Date	1/7/2026	SECURITY STATE B 10100	Total	\$344.64
Refer	1933 WYKOFF COMMONS, LLC			
Cash Payment	R 601-49400-37100 Water Sales	refund of water and sewer from July 2024 to12-25		\$2,433.91
Invoice	1/8/2026			
Cash Payment	R 602-49450-37200 Sewer Sales	refund of water and sewer from July 2024 to12-25		\$4,646.24
Invoice	1/8/2026			
Transaction Date	1/8/2026	SECURITY STATE B 10100	Total	\$7,080.15
Refer	1935 NETHERCUT-SCHIEBER ATTORNE			
Cash Payment	E 101-41600-300 Professional Services			\$35.00
Invoice 12-31-25	1/8/2026			
Transaction Date	1/8/2026	SECURITY STATE B 10100	Total	\$35.00

Fund Summary

10100 SECURITY STATE BANK

101 GENERAL FUND	\$6,913.41
230 AMBULANCE FUND	\$69.59
240 RURAL FIRE FUND	\$918.03
260 HISTORICAL FUND	\$85.95
408 2025 Street Project	\$17.50
601 WATER FUND	\$2,516.28
602 SEWER FUND	\$10,138.36
	\$20,659.12

Pre-Written Checks	\$0.00
Checks to be Generated by the Computer	\$20,659.12
Total	\$20,659.12

CITY OF WYKOFF

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Payments

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Current Period: December 2025

Payments Batch 2026payments

\$128,699.32

Refer 1900 RCRCT

Cash Payment	E 101-46500-610	Debt Service Interest	2026 Land Payment	\$2,945.95
Invoice		1/6/2026		

Cash Payment	E 101-46500-600	Debt Service Principal	2026 Land Payment	\$22,054.05
Invoice		1/6/2026		

Transaction Date	12/16/2025	SECURITY STATE B 10100	Total	\$25,000.00
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Refer 1906 ENVIROMENTAL WATER SERVICE

Cash Payment	E 602-49480-221	Equipment Repair & Mai		\$289.43
Invoice 6161		1/7/2026		

Cash Payment	E 601-49410-436	Contracted Services		\$700.00
Invoice 6161		1/7/2026		

Cash Payment	E 602-49480-436	Contracted Services		\$2,800.00
Invoice 6161		1/7/2026		

Cash Payment	E 602-49480-325	Internet Service		\$194.52
Invoice 6161		1/7/2026		

Transaction Date	1/7/2026	SECURITY STATE B 10100	Total	\$3,983.95
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Refer 1910 FRANDSEN BANK AND TRUST Ck# 000980E 1/30/2026

Cash Payment	E 305-47000-600	Debt Service Principal		\$27,000.00
Invoice		1/30/2026		

Cash Payment	E 305-47000-610	Debt Service Interest		\$2,164.50
Invoice		1/30/2026		

Transaction Date	1/7/2026	SECURITY STATE B 10100	Total	\$29,164.50
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Refer 1912 FIRST INDEPENDENT BANK Ck# 000981E 1/7/2026

Cash Payment	E 307-47000-600	Debt Service Principal		\$34,000.00
Invoice		1/30/2026		

Cash Payment	E 307-47000-610	Debt Service Interest		\$4,076.00
Invoice		1/30/2026		

Transaction Date	1/7/2026	SECURITY STATE B 10100	Total	\$38,076.00
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Refer 1923 DVS RENEWAL

Cash Payment	E 101-43125-430	Miscellaneous	Ford Truck and Snow Plow tabs	\$40.50
Invoice 2026 tabs		1/7/2026		

Transaction Date	1/7/2026	SECURITY STATE B 10100	Total	\$40.50
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Refer 1924 MN STATE FIRE DEPT ASS N

Cash Payment	E 240-42200-430	Miscellaneous	1/2 6/01/04-05 MEMBERSHIP DUES	\$87.50
Invoice 2026				

Cash Payment	E 101-42200-430	Miscellaneous	1/2 6/01/04-05 MEMBERSHOP DUES	\$87.50
Invoice 2026				

Transaction Date	1/7/2026	SECURITY STATE B 10100	Total	\$175.00
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Refer 1925 FIRST NATIONAL BANK OMAHA

Cash Payment	E 601-47000-610	Debt Service Interest		\$13,999.00
Invoice		1/7/2026		

Cash Payment	E 602-49000-610	Debt Service Interest		\$14,615.42
Invoice		1/7/2026		

Cash Payment	E 601-41540-300	Professional Services		\$247.50
Invoice		1/7/2026		

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Payments

Current Period: December 2025

Cash Payment	E 602-41540-300 Professional Services			\$247.50
Invoice	1/7/2026			
Transaction Date	1/7/2026	SECURITY STATE B 10100	Total	\$29,109.42
Refer	1932 FIRE SAFETY USA, INC			
Cash Payment	E 101-42200-243 Large Equipment	Turnout gear		\$3,149.95
Invoice	251185	1/7/2026		
Transaction Date	1/7/2026	SECURITY STATE B 10100	Total	\$3,149.95

Fund Summary

	10100 SECURITY STATE BANK	
101 GENERAL FUND		\$28,277.95
240 RURAL FIRE FUND		\$87.50
305 SOUTH MAIN STREET PROJECT		\$29,164.50
307 COUNTY 5 PROJECT		\$38,076.00
601 WATER FUND		\$14,946.50
602 SEWER FUND		\$18,146.87
		<u>\$128,699.32</u>

Pre-Written Checks	\$67,240.50
Checks to be Generated by the Computer	\$61,458.82
Total	<u>\$128,699.32</u>



Good Afternoon, Rebecca Schmidt

CASH POSITION



ACCOUNTS



Ledger: \$1,197,649.58 ⓘ
SweepBal: \$997,628.58 ⓘ

Minnwest Bank Checking 0058

Ledger Balance
SweepBal

\$200,021.00
\$997,628.58

Minnwest Bank CITY OF WYKOFF 0058

Available Balance

\$997,628.58

Asset Summary



CITY OF WYKOFF
0058

83.10%

Available Balance

\$997,628.58

CITY OF WYKOFF
Employee Pays Hours Detail2

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Employee Name	Amount	Hours
Baker, John H	\$23.23	1
Baker, John H	\$12.50	0
Baker, John H	\$0.00	0
Baker, John H	\$0.00	0
Baker, John H	\$2,113.93	91
Baker, John H	\$209.07	9
Baker, John H	\$116.15	5
Baker, John H	\$1,068.58	46
Baker, John H	\$0.00	0
Baker, John H	\$0.00	0
Baker, John H	\$12.50	0
Baker, John H	\$557.52	24
Baker, John H	\$139.38	6
HEUSINKVELD, PATRICK	\$325.04	15.5
HEUSINKVELD, PATRICK	\$564.44	28.25
HEUSINKVELD, PATRICK	\$149.85	7.5
HEUSINKVELD, PATRICK	\$125.82	6
Nagel, Christopher	\$250.00	0
NASH, SUSAN J	\$643.26	35.5
NASH, SUSAN J	\$462.06	25.5
RIDDLE, LARRY	\$0.00	0
RIDDLE, LARRY	\$366.98	17.5
RIDDLE, LARRY	\$79.92	4
RIDDLE, LARRY	\$0.00	0
SCHMIDT, REBECCA	\$386.26	14
SCHMIDT, REBECCA	\$25.00	0
SCHMIDT, REBECCA	\$275.90	10
SCHMIDT, REBECCA	\$0.00	0
SCHMIDT, REBECCA	\$248.31	9
SCHMIDT, REBECCA	\$413.85	15
SCHMIDT, REBECCA	\$386.26	14
SCHMIDT, DUANE D	\$33.03	1.5
SCHMIDT, REBECCA	\$137.95	5
SCHMIDT, REBECCA	\$275.90	10
SCHMIDT, REBECCA	\$275.90	10
SCHMIDT, REBECCA	\$110.36	4
SCHMIDT, REBECCA	\$358.67	13
SCHMIDT, REBECCA	\$25.00	0
SCHMIDT, REBECCA	\$303.49	11
	\$10,476.11	

Environmental Water Services



Operations &
Maintenance



Water & Wastewater
Services

City Of Wykoff

Monthly Council Report

Report for the Month of January 2026

- 1.) Completed DMR no limit exceedances.
- 2.) Completed rounds, checks and process control.
- 3.) Conducted MLSS checks.
- 4.) Checked biological activity under microscope.
- 5.) Cleaned UV Bulbs and changed 1 Ballast.
- 6.) Forwarded copies of LSL Notifications to MDH.
- 7.) Sent letters of Notifications to Water Users regarding unknown known LSL.
- 8.) Assisted with 1 Locate.
- 9.) No streets committee meeting.
- 10.) Met with Joe Oconnell AA excavating.
- 11.) Met with Jenn and Lee at the Gateway regarding outside water service to City.
- 12.) Monitored plant during heavy rain events 0 power outages.
- 13.) Reviewed 2 I&I lateral video.
- 14.) Ordered oil for and changed oil in the 4 Anoxic mixers and blowers at WWTP



Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

**APPLICATION AND PERMIT FOR A 1 DAY
TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization <i>Wykoff Fore Relief Association</i>		Date of organization	Tax exempt number <i>411689101</i>
Organization Address (No PO Boxes) <i>219 N. Gold St.</i>	City <i>Wykoff</i>	State <i>MN</i>	Zip Code <i>55990</i>
Name of person making application <i>Mike Lund</i>		Business phone <i>507-398-6010</i>	Home phone <i>507-398-6010</i>
Date(s) of event <i>02-28-2026</i>	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Small Brewer <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input type="checkbox"/> Religious <input checked="" type="checkbox"/> Other non-profit		
Organization officer's name <i>Mike Nelson</i>	City <i>Wykoff</i>	State <i>MN</i>	Zip Code <i>55990</i>
Organization officer's name <i>Chris Schultz</i>	City <i>Wykoff</i>	State <i>MN</i>	Zip Code <i>55990</i>
Organization officer's name <i>Mike Lund</i>	City <i>Wykoff</i>	State <i>MN</i>	Zip Code <i>55990</i>

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

Wykoff Commons

201 Bartlett St. Wykoff MN 55990

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

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

APPROVAL

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

City or County approving the license	Date Approved
Fee Amount	Permit Date
Event in conjunction with a community festival <input type="checkbox"/> Yes <input type="checkbox"/> No	City or County E-mail Address
Current population of city	

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

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

Quote Proposal

Customer Number: 1001148706
Policy Number: C308563 00

Quoted Policy Term: 02/28/2026 to 03/01/2026
Date Quoted: 12/30/2025

Customer Name and Address:
Wykoff Fire Department Relief Association
217 Gold St N
Wykoff, MN 55990

Agency Name and Address: 22902
HARMONY INSURANCE GROUP
P O BOX 357
HARMONY, MN 55939
507-886-2100

Thank you for the opportunity to provide a quote.

See below for a summary of premium quoted. Refer to additional pages for more details.

This quote proposal is based on the underwriting and rating information available to date and may contain coverage terms that are different than originally requested. Default values, different limits and different deductibles may have been applied. This quote proposal may be subject to additional rating, pricing, or underwriting considerations, as well as potential loss control survey(s) and subsequent recommendations. Please review the terms of this quote proposal carefully.

These rate levels and this quote are valid for 60 days or until the proposed effective date, whichever comes first. 02/28/2026

Coverage Part	Premium
Liquor Liability Coverage	\$578.00
Total Premium:	\$578.00
Total Including Taxes, Fees and Surcharges:	\$578.00

J.Starum
Phone: 1-800-236-5010 Extension: 3499 | Fax: 1-800-320-1622
Email: JStarum@wbmi.com

**This quote proposal is not the insurance contract.
Only the actual provisions of the issued policy will apply.**

**Binding Instructions****General Information**

Customer Name: Wykoff Fire Department Relief Association

Quote/Policy Number: C308563

Quoted Policy Term: 02/28/2026 to 03/01/2026

Thank you for choosing West Bend Insurance Company, we appreciate your business! To ensure that we process your new business correctly, please help us verify the following information:

Effective Date: _____

Expiration Date: _____

Customer Care Agencies: Please issue this policy through Customer Care (circle one): Yes No

Direct Mail: Please mail this policy directly to the insured (circle one): Yes No

Payment Plan Options

Please issue with the following Payment Plan Option (circle one):

Note – Special Events, Hole-In-One and Games Of Chance must be paid in full at the time of binding.

Annual

Quarterly

10 Equal Payments

Semi-Annual

Down Payment Plus Nine

12 Equal Payments

Checks for down payment should be made payable to West Bend Insurance Company and sent with your binding instructions to 1900 S 18th Avenue, West Bend, WI 53095.

Premiums

Premiums should be issued per line as follows:

General Liability \$ _____ Crime & Fidelity: \$ _____

Property: \$ _____ Commercial Auto: \$ _____

Work Comp: \$ _____ Inland Marine: \$ _____

Umbrella: \$ _____ Liquor Liability: \$ _____

EPLI: \$ _____ Directors and Officers: \$ _____

Comments:

Loss History:

- ☐ Already submitted with the original application materials.
- ☐ Have been ordered from the previous carrier and will be forwarded upon receipt.
- ☐ Not applicable – no prior loss history available or this is a new business venture.

WB 2582 11 25

Quote Proposal

Customer Number: 1001148706
Policy Number: C308543 00

Quoted Policy Term: 02/28/2026 to 03/01/2026
Date Quoted: 12/30/2025

Customer Name and Address:
Wykoff Fire Department Relief Association
217 Gold St N
Wykoff, MN 55990

Agency Name and Address: 22902
HARMONY INSURANCE GROUP
P O BOX 357
HARMONY, MN 55939
507-886-2100

Thank you for the opportunity to provide a quote.

See below for a summary of premium quoted. Refer to additional pages for more details.

This quote proposal is based on the underwriting and rating information available to date and may contain coverage terms that are different than originally requested. Default values, different limits and different deductibles may have been applied. This quote proposal may be subject to additional rating, pricing, or underwriting considerations, as well as potential loss control survey(s) and subsequent recommendations. **Please review the terms of this quote proposal carefully.**

These rate levels and this quote are valid for 60 days or until the proposed effective date, whichever comes first. 02/28/2026

Coverage Part	Premium
Commercial General Liability Coverage	\$332.00
Total Premium:	\$332.00
Total Including Taxes, Fees and Surcharges:	\$332.00

J.Starum
Phone: 1-800-236-5010 Extension: 3499 | Fax: 1-800-320-1622
Email: JStarum@wbmi.com

**This quote proposal is not the insurance contract.
Only the actual provisions of the issued policy will apply.**



Date 12/12/2025

Bill to: DNR Forestry
Attn: Tim Oland
402 SE 11th St.
Grand Rapids, MN 55744

From: Wykoff FD
P.O. Box 218
Wykoff, MN 55990

Grant Contract Number: 266715

Total Project Cost: \$2,746.18

State Portion (50%) \$1,373.09 OK to Pay

**Timothy
Oland**

Digitally signed by
Timothy Oland
Date: 2025.12.15
14:15:05 -06'00'

The above invoice will serve as the only and final invoice for the 2025 grant term.

Thank you

CITY OF WYKOFF

Employment Application



APPLICANT INFORMATION

Last Name Eickhoff First Leroy M.I. E Date 1/2/2026
Street Address 222 Pearl St E Apartment/Unit #
City Wykoff State MN ZIP 55990
Phone (507) 273-0596 E-mail Address leroyeickhoff@hotmail.com
Date Available 1/1/2027 Desired Salary Negotiable
Position Applied for Assistant Maintenance
Are you a citizen of the United States? YES ☒ NO ☐ If no, are you authorized to work in the U.S.? YES ☐ NO ☐
Have you ever worked for this company? YES ☐ NO ☒ If so, when?

EDUCATION

High School Wykoff Public School Address 201 Bartlett St SW
From 1975 To 1979 Did you graduate? YES ☒ NO ☐ Degree
College Rochester Vo Tech Address
From 1979 To 1981 Did you graduate? YES ☒ NO ☐ Degree 2 year Auto Mechanic
Other Address
From To Did you graduate? YES NO Degree

REFERENCES

Please list three professional references.

Full Name Don Whitney Relationship Dispatcher / PSAP Manager
Company Fillmore County Sheriff's Office Phone (507) 765-3874
Address 901 Houston St; Preston, MN 55965
Full Name Samantha Drogemuller Relationship Friend
Company Lanesboro Public School Phone (507) 722-4162
Address 100 Kirkwood St E; Lanesboro, MN 55949
Full Name John DeGeorge Relationship Sheriff / Supervisor
Company Fillmore County Sheriff's Office Phone (507) 765-3874
Address 901 Houston St; Preston, MN 55965

PREVIOUS EMPLOYMENT

Company Big A Auto Parts Phone No longer in business
Address 125 Jefferson St E; Spring Valley Supervisor Steve Sheldon
Job Title Parts Sales/ Machine Shop Starting Salary \$ ————— Ending Salary \$ 6.00/Hr ^{+ Commission}
Responsibilities Parts Sales & Automotive Machine Shop Services
From 1981 To 1983 Reason for Leaving started my own Business

May we contact your previous supervisor for a reference? YES ☒ NO ☐

Company Self Employed Phone —
Address Multiple Supervisor Self
Job Title Owner Starting Salary \$ N/A Ending Salary \$ N/A
Responsibilities Run Business

From 1983 To 1998 Reason for Leaving started fulltime job

May we contact your previous supervisor for a reference? YES ☒ NO ☐

Company Fillmore County Sheriff's Office Phone (507) 765-3874
Address 901 Houston St; Preston MN Supervisor John DeGeorge
Job Title PSAP Manager Starting Salary \$ 15.00/Hr Ending Salary \$ 37.00/Hr
Responsibilities Oversee & Manage Fillmore County's PSAP (Public Safety Answering Point)
From — To — Reason for Leaving —

May we contact your previous supervisor for a reference? YES ☒ NO ☐

MILITARY SERVICE

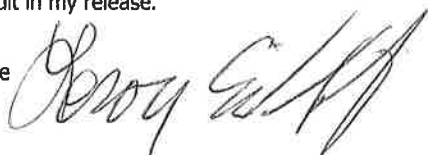
Branch — From — To —
Rank at Discharge N/A Type of Discharge —
If other than honorable, explain —

DISCLAIMER AND SIGNATURE

I certify that my answers are true and complete to the best of my knowledge.

If this application leads to employment, I understand that false or misleading information in my application or interview may result in my release.

Signature



Date

1-7-2026

City Of Wykoff MINNESOTA PAID LEAVE POLICY

Overview

The city provides time off to eligible employees who qualify for Minnesota Paid Leave (MNPL) benefits under Minnesota law. The City of Wykoff is a participant in the State of Minnesota's Paid Leave program. MNPL benefits are funded through premium contributions payable to the State of Minnesota. The premium cost will be split between the city and employee as follows:

- The City of Wykoff will pay 50% of the required premium, and
- Employees will pay 50% of the premium cost through payroll deductions starting January 1, 2026.

Eligibility

Eligibility determinations for MNPL benefits are made by the State of Minnesota. Generally, to be eligible for MNPL, you must:

- Work at least 50% of the time from a location in Minnesota, including employees who work from home or spend time in other states occasionally.
- Meet the financial eligibility requirements by having earned over a specific amount of wages as defined by Minnesota law at the time of your requested leave.

Benefit Amount

An employee's weekly MNPL benefits are calculated and determined by the Minnesota Department of Employment and Economic Development (DEED).

Leave Entitlement and Usage

The State of Minnesota may approve MNPL leave for the following conditions in a benefit year:

- Up to 12 weeks of medical leave (for yourself) to take care of yourself for a serious health condition, including pregnancy, childbirth, recovery, or surgery.
- Up to 12 weeks of family leave to:
 - A. Bond with a child through birth, adoption, or foster placement
 - B. Care for a family member with a serious health condition

- C. Support a military family member called to active duty
- D. Receive covered types of care for yourself or a family member because of domestic abuse, sexual assault, or stalking

You can take both types of leave in the same year, but you cannot exceed 20 weeks total within a single benefit year. For example, an employee may be entitled to 12 weeks of family leave to bond with a child and another 8 weeks of medical leave for their serious health condition. Your benefit year starts the first day you take Paid Leave. There is no waiting period for MNPL if you are granted the benefit.

MNPL Intermittent Leave

Employees may apply for intermittent leave in most cases, provided the leave is reasonable and appropriate to the needs of the individual requiring care.

A. Eligibility

In addition to the other eligibility requirements under the MN Paid Leave law, employees seeking intermittent leave must have at least eight hours of accumulated leave (unless more than 30 days have lapsed since taking the initial leave).

B. Notice

In situations where employees seek MNPL on an intermittent basis, employees must make a reasonable effort to provide written notice to the Finance Director/HR Manager of the need for intermittent leave before applying for MNPL benefits through the State program. As part of the notice, employees must provide the city with the following:

1. Proposed intermittent leave schedule; and
2. A completed certification from a health care provider identifying the leave as necessary and a reasonable estimate of the frequency and duration, and treatment schedule for the leave.

C. Increments of Leave & Maximum Number of Hours

Employees may take intermittent leave in increments of four (4) hours. If eligible for intermittent leave, the city allows a maximum of 480 hours of intermittent leave in any 12-month period. After reaching the maximum amount of allowed intermittent leave, employees may request continuous MNPL, provided the continuous leave does not exceed the maximum amount of MNPL allowed by law.

Definitions

- Family member includes:
 - Spouse or partner
 - Child (including biological, adopted, step, or foster children, or a child you raise, even if you are not legally related)
 - Parent or person who raised you
 - Sibling
 - Grandchild or grandparent
 - In-laws (including son, daughter, father, or mother)
 - Anyone close to you who depends on you like family, even if not related by blood
 - A serious health condition means a physical or mental illness, injury, impairment, condition, or substance use disorder. Taking care of yourself for this serious condition may involve evaluation, treatment, inpatient care, recovery, or not being able to perform regular work, attend school, or do regular daily activities. This includes childbirth, conditions related to pregnancy, or surgery.

Notice

Prior to starting a claim with the State, employees should reach out to the City Administrator to notify the City of your intention to take leave. If the need is foreseeable, we ask that you provide at least two weeks' notice prior to taking leave. If the leave is not foreseeable, you will still be able to take leave under MNPL, and we ask that you provide as much notice as possible. Employees are required to complete a City MNPL Form informing the City of their intent to take MNPL, which will provide documentation as to how an employee's share of the cost of their elected benefits (medical, dental, vision, etc.) will be paid by the employee

How to Apply for Minnesota Paid Leave

After your leave has been discussed with the City and all appropriate City forms have been completed, you may apply for MNPL through the Minnesota Paid Leave's portal online or via their phone number provided. <https://mn.gov/deed/paidleave/employees/faq/>

Interaction with Other Laws and Benefits

MNPL will run concurrently with any leave and/or wage supplement for which you may be eligible for under local, state, or federal law, which may include: Family and Medical Leave Act (FMLA)

Effect on other paid leave

Employees cannot receive MNPL while also receiving some other types of benefits. These include:

- Unemployment Insurance Payments
- Workers' Compensation (in most circumstances)
- If an employee receives workers' compensation benefits that are equal to or greater than the MNPL benefit, that employee is not eligible for MNPL.
- If workers' compensation benefits are less than MNPL benefits, then the MNPL benefits will be deducted by the amount the employee receives from workers' comp.
- Social Security Disability Insurance (SSDI) benefits (in most circumstances)
- Employees who have filed or received SSDI benefits are ineligible to receive MNPL benefits unless the Social Security Administration approved; they could collect SSDI while also being employed during the base period.

Questions related to this section should be directed to the Department of Employment and Economic Development, Minnesota Paid Family Medical Leave at mn.gov/DEED or 651-556-7777.

Supplementing MNPL Benefits with Accrued Paid Leave

If you are receiving MNPL benefits, the city allows you to supplement, or "top off," your MNPL benefits with any accrued but unused paid leave. If you choose to supplement your MNPL benefits in this way, the combined weekly sum of MNPL benefits and city-provided paid leave benefits cannot exceed your Individual Average Weekly Wage (IAWW). For more information, contact the City Administrator.

Maintaining Health/Benefit Coverage During Leave

Unless the employee revokes coverage while on MNPL, the city will continue to provide group health insurance coverage for an employee on MNPL under the same conditions as the coverage was provided before the employee took leave. You must continue to make timely payments of your share of the premiums for such coverage. You will be responsible for remitting your portion of benefit premiums to the city in order to ensure continuation of benefits.

Group health insurance may be cancelled if an employee's premium payment is 30 days late. Before terminating coverage, the city will provide written notice to the employee at least 15 days before the coverage is terminated, listing the final date payment is due (30 days past the due date) to avoid cancellation, and the date coverage will end if payment is not received.

An employee's share of premium payments for their group health insurance coverage may, at the employee's option, be:

1. Prepaid at or before the start of the leave in which your health deductions may be modified to accept the agreed-upon amounts and cadence (frequency) of premium deductions.
2. Arrange to write a check twice a month for the duration that the employee may be out.

Coverage that lapses due to nonpayment of premiums will be reinstated immediately upon return to work without a waiting period.

Reinstatement

Upon return from covered MNPL, you will be reinstated to your previous position or to an equivalent position, with the same status, pay, employment benefits, length-of-service credit, and seniority credit as of the date of leave as long as you have worked for the city for a minimum of 90 calendar days.

Upon return to work, if it becomes evident that the employee is unable to perform the key essential functions of their position (with or without reasonable accommodation), the city may engage in an interactive process, consistent with the American with Disability Act (ADA) and/or Minnesota Human Rights Act (MHRA) and other applicable workplace policies, including workplace safety protocols, to determine appropriate next steps.

Retaliation

The city will not interfere with or retaliate against employees who request or take leave in accordance with the MN Paid Leave law.

Received 12-11-25

CITY OF WYKOFF LAND USE PERMIT APPLICATION

WARNING

Construction may not begin until a permit has been issued and is in your possession.

A Site Inspection Is Required

Before Construction may begin, an inspection of the site must be done.

For the inspection contact the City Clerk's Office at 507-352-4011

** Adopted by Wykoff City Council on January 13, 2020

NO WORK MAY BEGIN UNTIL A PERMIT IS OBTAINED. IF WORK HAS BEGUN ON THE PROJECT BEFORE A PERMIT IS ISSUED, A \$250.00 LATE FEE MUST BE PAID IN ADDITION TO THE PERMIT FEE. The

projects are assessed \$10.00 per 100 square feet of living space; new dwellings, dwelling additions, porches, decks, attached garages, dwellings being moved in and mobile or manufactured homes. All other structures are assessed at \$7.50 per 100 square feet. A minimum of \$8.00.

LATE FEE _____ \$250.00

(7) TOTAL FEE 1920 **(NO REFUNDS)**

SITE INSPECTIONS ARE REQUIRED FOR ALL NEW DWELLINGS: The footings must be dug and inspected before the actual construction of the dwelling may begin.

I hereby certify that the information contained herein is correct and agree to the proposed work in accordance with the provisions of the Ordinances of the City of Wykoff and the Statutes of the State of Minnesota.

(8) Signatures of All Landowners

Name

Date

Name

Date

Name

Date

Send all correspondence to:

City of Wykoff Zoning Office

P.O. Box 218

106 GOLD ST. N.

Wykoff, MN 55990

507-352-4011

FAX 507-352-2415

Email: wykoff@arvig.net

Approve X

Denied _____



Signature of Zoning Administrator

Signature of Council Member

Date

Permit #

CITY OF WYKOFF

12/22/25 10:34 AM

Page 1

Receipts

Current Period: December 2025

Receipts Batch 122225priority \$559.00

Refer 0 PRIORITY CONSTRUCTION SERVI Ck# 065917

Cash Receipt R 101-41941-36240 Refunds and Reimbur refund for door repairs \$559.00

Transaction Date	12/22/2025	SECURITY STATE B 10100	Total	\$559.00
------------------	------------	------------------------	-------	----------

Fund Summary

	10100 SECURITY STATE BANK	
101 GENERAL FUND	\$559.00	
	\$559.00	

Committee Appointments 2025

Streets/Snow Removal and Sanding: Ryan Breckenridge and Jane Baker
Meeting Dates, Thursday before Council meeting at 4:30 p.m.

Sewer & Water: Jeff Hare and Ryan Breckenridge
Meeting Dates Thursday before Council Mtg. 5:00 p.m. Meetings held at council room.

Personnel Committee: Barbara Fate and Missy Musel
Meeting Dates, 1st Monday of the Month at 9:00 a.m.

Parks and Recreation, Joint Trails Board Representative- Jane Baker and Jeff Hare
Meeting Dates, 1st Saturday of the month at 9:30 a.m.

Community Education Representative: Barb Fate and Jane Baker
Meeting Dates, 1st Saturday of the Month at 10:00 a.m.

Pest Control: John Baker

Incident Command: Cody Meyer

Deputy Incident Command: Mayor Breckenridge

Mayor Pro-Tem: Jeffrey Hare

**City of Wykoff, Minnesota
Fillmore County, Minnesota
Resolutions #2026-03**

A resolution adopting the designations of official depositories, official newspaper, city attorney, authorization to sign checks, deposit and investments authority and committee appointments for the city of Wykoff, Fillmore county, Minnesota.

.....
Whereas, the City Council of the City of Wykoff has adopted the resolution for the City Council and finds that this resolution adopted in 2026 is sufficient for future years.

Whereas, Minnesota Statute 427 requires the City to establish official depositories for City funds; and

Whereas, the City Council of the City of Wykoff has designated depositories for City funds which, pursuant to Minnesota State Statutes require that all funds deposited be secured by deposit insurance bond, or collateral.

Whereas, State Statutes mandate the City to designate an Official Newspaper for the City's publication of official City notices and that such newspaper must be a paper of general circulation in the City.

Now, therefore, be it resolved that the Council of the City of Wykoff, Minnesota, hereby designates the following financial institutions as official depository of City funds and authorizes the City Clerk and Mayor to conduct transactions in this institution.

Minnwest Bank and First State Bank of Fountain.

Be it Further Resolved that the Council of the City of Wykoff, Minnesota hereby authorizes Mayor Pro-Tem, _____ to sign checks in the absence of the Mayor and / or City Administrator.

Be it Further Resolved that the City Council of the City of Wykoff, Minnesota, hereby designates the City Administrator, Rebecca Schmidt, to make deposits/withdrawals from the City Savings accounts to the best interest of the City with all transactions reported at the next regular council meeting.

Be it Further Resolved that the Council of the City of Wykoff, Minnesota, hereby designates the Fillmore County Journal as the official Newspaper and the City Administrator should publish all designated public notices in said newspaper.

Be it Further Resolved that the Council of the City of Wykoff, Minnesota designates Lee Novotny, Novotny Law Office, Ltd. as the Prosecuting Attorney for the City of Wykoff and Nethercut/Scheiber, Attorney at law for the City Attorney.

Be it Further Resolved that the Council of the City of Wykoff, Minnesota hereby designates the following Committee Appointments:

Streets/Snow Removal and Sanding:

Meeting Dates, 1st Monday of the Month at 4:00 p.m.

Sewer & Water

Meeting Dates Thursday before Council Meeting at 4:00 p.m.

Personnel Committee:

Meeting Dates, 1st Monday of the Month at 9:00 a.m.

Parks and Recreation, Joint Trails Board Representative-

Meeting Dates, 1st Saturday of the Month at 9:30 a.m.

Community Education Representative :

Meeting Dates, 1st Saturday of the Month at 10:00 a.m.

Pest Control: John Baker

Incident Command:

Deputy Incident Command: Ryan Breckenridge

Mayor Pro-Tem:

Motion by _____ and seconded by _____.

Adopted this 13th Day of January 2025 by roll call vote those voting in favor:

Breckenridge

Musel

Fate

Hare

Baker

Voting Against: none

Motion carried

ss/Rebecca Schmidt

Rebecca Schmidt, City Administrator

ss/Ryan Breckenridge

Ryan Breckenridge, Mayor

CITY OF WYKOFF - ADMINISTRATIVE FEES

LIQUOR LICENSE:

On Sale - \$1,200 Off Sale -\$100
Wine - Strong Beer - \$500
3.2 Beer - \$50
Setups - \$250 (set by State of MN)
Temporary Liquor License -\$100 (Adopted 4/8/2024)

FIRE CALLS:

\$750 initial call
\$250/hour after the initial call fee plus any extras (fire suppression chemicals)

WATER:

Monthly billing
Base - \$20.00 per household/ business \$6.81/1000 gal. for water usage
Water Sales from Hydrant or City Shed Base \$25 and \$7.81 per 1000 gallons each visit.
Swimming Pools after Hours- Fire Training No Base Fee Charge \$7.81 per 1000 gallons
New Hookup – \$1,000
Reconnect (delinquent accounts) - \$50
Meter Deposit - \$150
2nd Water Meter \$295.00

SEWER:

Monthly billing
Base - \$40 minimum \$13.00/1000 gal. for water usage
New Hookup – \$1,000

STORM SEWER FUND:

Monthly charge per household \$2.00 per month

PET LICENSE:

\$5 a year or \$20 lifetime
Chicken Ordinance #91.041 adopted April 10, 2023-Permit Fee \$25.00

NSF CHECKS:

\$30

HALL RENTAL – 20% Discount to all residents

Charitable Events/ School Events \$35
Hourly rate \$35 per hour for up to 3 Hours (North Side only)
Small side (north) - \$175 (\$140 resident) **Recommended 200.00**
Large side (south) - \$250 (\$200.00 resident) **Recommended 275.00**
Whole Hall - \$400.00 (\$320.00) **Recommended 425.00**
Dance - additional \$125 (nonrefundable)
Refundable Deposit of \$100 due with rental agreement

Kitchen Rental Only - \$50/up to two hours
- \$35/hour additional hours

LAWN MOWING, TRIMMING AND MAINTAINING FENCE LINES

Base rate- \$100 per hour, minimum of one hour

JUNK REMOVAL AND GENERAL CLEANUP

Per Hour- \$100 per hour, minimum of one hour
Plus, cost of disposal of materials on a case-by-case basis.

MISC. ORDINANCE VIOLATION FEE 10.99

After the initial warning letter:
1ST offence \$100
2nd offence \$200
3rd offence \$300.00

** Council approval January 12, 2026



217 NORTH GOLD STREET ■ P.O. BOX 218 ■ WYKOFF, MN 55990-0218 ■ 507-352-4011

December 22, 2025

Today we received a very generous donation from the Ramaker family of \$1155 to be used towards the purchase of a new Grill/ stove combination at the community center. It is greatly appreciated.

Rebecca Schmidt

City Administrator

RESOLUTION NO. 2026-01
A RESOLUTION ACCEPTING A DONATION TO THE CITY.

WHEREAS, the City of Wykoff is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Ramker Families	\$1155

WHEREAS, all such donations have been contributed to the city for the Wykoff Community Center for new Grill ?stove combination

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF Wykoff, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.

Roll Call Vote

Jeff Hare
Barb Fate
Ryan Breckenridge
Jane Baker
Missy Mussel

Passed by the City Council of Wykoff, Minnesota this 12th day of January, 2026.

Mayor

Attested:

City Administrator

RESOLUTION NO. 2026-02
A RESOLUTION ACCEPTING A DONATION TO THE CITY.

WHEREAS, the City of Wykoff is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following people and entities have offered to contribute the cash amounts set forth below to the city:

<u>Name of Donor</u>	<u>Amount</u>
Joe & Amy Mulhurn	\$100
Gary & Roberta Erickson	\$200
Kruegel Gas Service	\$100

WHEREAS, all such donations have been contributed to the city for the Wykoff Fire Dept.

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF Wykoff, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.

Roll Call Vote

Jeff Hare
Barb Fate
Ryan Breckenridge
Jane Baker
Missy Mussel

Passed by the City Council of Wykoff, Minnesota this 12th day of January, 2026.

Mayor

Attested:

City Administrator

Wykoff Commons
246 S. Line St.
Wykoff, MN 55990

January 5, 2026

City of Wykoff
Attn: City Clerk / Utility Billing
PO Box 218
Wykoff, MN 55990

To Whom It May Concern:

We are writing regarding the water billing for Wykoff Commons, located at 201 W Bartlett St, Wykoff, MN 55990. We believe that the recent water bills have been inaccurate and do not reflect the actual usage at the property. We also believe this has been occurring since the installation of the new electronic meter in the second half of 2024.

We kindly request that the City investigate the billing records, including meter readings and any potential issues with the metering system, and make any necessary corrections or adjustments to the account. Please contact us at your earliest convenience to discuss this matter or to schedule a review. We appreciate your attention to this issue and look forward to a prompt resolution.

Thank you for your assistance.

Sincerely,

Mark Burmeister
Treasurer, Wykoff Commons
507-421-2233
wykoffcommons@gmail.com

Audit of Wykoff Commons Water Use

METER SINCE							
INSTALLATION	Actual Usage	Overage	Per 1000 gal.	Water	Sewer	Total Refund	
			1000	\$ 6.81	\$ 13.00		
397114	39711	357403	357	\$ 2,433.91	\$ 4,646.24	\$ 7,080.15	

Rick Whitney
Environmental Water Services LLC
101 N Gold ST P.O. Box 97
Wykoff MN 55990

(507)391-1375

December 7th, 2025

Rebecca Schmidt

City Clerk
City Of Wykoff
217 Gold ST N P.O. Box 218
Wykoff MN 55990
(507)352-4011

The residential property located at **114 Fillmore Str E**, owned by Glenn & Terry Stuedemann, conducted lateral Video Inspection of its lateral from the residence to the main. This lateral is composed of cast iron material out to 106' however there is a low spot that starts at the 92' mark that violates the city I & I Lateral Ordinance for I & I. The pipe is intermittently clay and PVC from the 106' mark to the main at 126'. The section of pipe from the 92' mark to the main will need to be replaced in that there is standing water and material in the pipe and root intrusion. Thank you for your time and attention to this matter.

Respectfully yours,



Rick Whitney.

Water / Wastewater Superintendent

CITY OF WYKOFF
POLLING OF COUNCIL MEMBERS

DATE: 12-17-25

QUESTION PRESENTED TO COUNCIL MEMBERS:

Transfer \$15,000 from Sewer to Water fund to make up the budget deficit.

REASON FOR PHONE VOTE:

Transfer needs to be completed before year end.

VOTING IN FAVOR:

Ryan

Barb

Jeff

Jane

VOTING AGAINST

DATE ENTERED INTO THE OFFICIAL MINUTES 1-12-26


Signature City Administrator

12-17-25
Date

Beekie,

Ok to Transfer funds!

Jane

Merry Christmas

Phone Call - Barb Tate

Transfer Funds - yes

9:30 Thursday, Dec. 18

Ryan & Jeff Verbal