

Wykoff City Council Meeting
Regular Meeting Minutes
November 10, 2025, 7:00 PM

A meeting of the Wykoff City Council was held in the Council Room at 106 Gold St. N on November 10, 2025 at 7:00 pm. Attendees included Mayor Ryan Breckenridge, Jeff Hare, Barb Fate, Jane Baker, Missy Musel. Also, present City Administrator, Becky Schmidt.

Pledge of Allegiance was said.

Agenda: Mayor Breckenridge called for any additions to the agenda.

Additions: Jeff Hare questioned why Solar & Library Grants were under New Business. Corrected and moved to Old Business. Motion by Hare and seconded by Baker to approve the agenda as noted. Motion carried 5-0.

Consent Agenda – Motion was made to accept the consent agenda as presented by Fate and seconded by Baker. Motion carried 5-0.

Visitor: Rebbeca Sheely.

Speaker: Rebecca Sheely addressed the council concerning a letter she recently received from the City of Wykoff concerning the number of vehicles in her yard. Sheely explained her current situation and asked what the council wants her to do.

Mayor Breckenridge thanked Sheely for her comments. He stated that he will reach out to Sheely personally the next day moving forward to see how we can assist.

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 & Loaded Sludge drying bed.
6. Spoke to Minnesota pump regarding lift station service.
7. Assisted with 6 Locates.
8. Met with Streets Committee.
9. Review lateral repair at Stephus residence S Main St.
10. Met with Joe Oconnell AA excavating.
11. Cleaned headworks area and pulled screenings.
12. Cleaned office area.
13. Monitored plant during heavy rain events-0 power outages.

14. Reviewed I&I lateral video.
15. Ordered and installed chlorinator head in well house.

Whitney informed the council of the status of the MPCA Grant Application. The first MPCA Grant, which consists of the planning portion of the Environmental Impact Grant, was denied. Collection systems and storm systems were applicable to receive money from this grant. It is necessary to receive the planning portion of the grant prior to receiving funds for the construction portion. The deadline for the second MPCA Grant, specifically for smaller communities, is due November 20th. With Whitney doing much of the work and using Stantec Consulting Services as an oversight to review the application and data which Whitney has put together, and using the Swift portal, the fee for their services is \$4449.00. We pay \$4495.00 up front and if we get the Grant, it will cover the fee. City Administrator noted that we have gained \$60,000 in our sewer fund this year due to Whitney's excellent work.

Motion made by Fate and seconded by Hare to pay \$4495.00 for Stantec's services. Motion approved 5-0

Fire Department: Mike Lund, Fire Chief was unable to attend. Becky presented.

Need turnout gear for one fireperson. Cost approximately \$10,000.

Need a new computer to file reports. Submitted 4 examples of laptop computers. Hare recommended the HP EliteBook 830 G* Touchscreen Laptop for \$449.00

Motion made by Musel and seconded by Fate to purchase of the HP EliteBook 830 computer for \$449.00. Motion approved 5-0

Motion made by Hare and seconded by Baker to purchase turnout for the fire department. Motion carried.

First Responders - Corey Bremseth, First Responder Director not able to attend the council meeting. Becky presented.

Working on a project that will improve First Responder area. We have 4 firemen rated as first responders. We now have 8 or 9 responders. He has requested EMS apparel. Becky will do the embroidery work for him. Had 5 calls this week and made every one. Corey was complimented on doing terrific work.

Personnel Committee - Fate commented she and Musel will meet later to see if there is a better way to go through the hiring process.

Streets – No report.

Community Education – No report

Revolving Load Committee: Fate reported that she and Baker will do this in November. Becky will meet with the committee.

Park & Recreation, Joint Trails Board: Hare asked if we are doing an ice-skating rink. Becky reported that the firemen will do it at their next training meeting. Musel questioned if the water melting from the skating rink in the spring will cause an issue in the new seeding. John reassured everyone that it would not cause damage.

Mark Burmeister volunteered to serve on the bike trail committee.

Zoning - Brian Wiemerslage's utility shed was approved.

Sherriff's Report - No report

Mayor's Report – Had one question about the ice-skating rink which was already discussed. No further comments.

City Clerk – Becky questioned who is keeping track of the Media water usage?
AA Contracting. Whitney will provide the contact information.

OLD BUSINESS:

Library Grant - Becky reported.

City was approved for a \$360,000.00 Reimbursement Grant

Concerned about the 4-5 different ways the state can terminate the money for the grant. The money is left over Covid money. State could not guarantee we get the money.

Deadline is this week. Could be half through the project and funds cut off.

We pay the expenses up front and then hope the Grant money pays us back.

Fate made a motion that we turn down the Library Grant of \$360,000.00 due to too many variables.

Musel seconded the motion. Motion carried.

Solar Grant – Mayor Breckenridge stated we have already approved to go ahead with the solar project. We need to approve of the contract.

Opened for discussion. Becky pointed out page 5 section 15, Termination by the State. The same termination applies to the Solar Grant as it does to the Library Grant. Without cause or with cause the Legislature government can stop the money. Several clauses were stated.

After much discussion Musel made a motion to terminate the solar project. Baker seconded the motion. Opposed: Fate and Hare. Tie vote. Mayor Breckenridge broke the tie by voting that we proceed with the solar project. Hare made a motion that we go ahead with the project. Fate seconded the motion. Opposed: Baker and Musel. Tie vote. Mayor Breckenridge voted to proceed with the solar grant and accept the contract.

NEW BUSINESS

Resolution to accept a donation 2025-20.

Becky read the resolution. Craig & Cynthia Schultz have donated \$1000.00 for EMS and Craig & Cynthia Schultz have donated \$1000.00 for the Wykoff fire Department.
Roll Call Vote: Breckenridge: Yes, Fate: Yes, Baker: Yes, Musel: Yes, Hare: Yes.
Passed by the City Council of Wykoff, MN this 10th day of November, 2025.

RESOLUTION NO. 2025-20

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 funds for the Fire Dept and the Wykoff First Responders

<u>Name of Donor</u>		<u>Amount</u>
Craig and Cynthia Schultz	EMS	\$1000
Craig and Cynthia Schults	Fire Dept.	\$1000

WHEREAS, all such donations have been contributed to the city for the Wykoff Fire Department and First Responders

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 donation 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:

Ryan Breckenridge-Yes

Barb Fate- Yes

Jane Baker- Yes

Missy Musel- Yes

Jeff Hare-Yes

Passed by the City Council of Wykoff, Minnesota this 10th day of November , 2025.

__Ryan Breckenridge__

Mayor

Attested:

Rebecca Schmidt

City Administrator

Bluff Country: Cost increased from \$420 to \$599.

Following discussion, Fate made a motion to discontinue advertising in Bluff Country. Baker seconded the motion. Opposed: Hare. Motion carried.

Van Storage: When officially polled, all council members voted in favor of the city purchasing a van from LKQ to be used for city storage.

Second Meters: Increased price of 2nd meters went from \$295 to \$384.

Hare made a motion to change the fee for a 2nd meter to \$384. Musel seconded the motion.

Discussion followed. Opposed: Fate, Baker, Hare, Musel. Motion failed. Hare made a motion that the charge of a second meter be the price the city pays for the meter. Fate seconded the motion. Motion carried.

Street Assessment Resolution: Addendum to Resolution. Tri State Commercial Roofing paid their entire portion of the assessment. Baker made a motion to amend the Resolution to state the Tri State Commercial Roofing paid in full. Fate seconded the motion. Motion carried.

Unpaid Charges Resolution: All individuals with unpaid utility charges received a letter and were to come to the Council meeting tonight if they had questions concerning their late utility charges. No one attended. Becky read the Resolution. Motion made by Baker and seconded by Hare. Roll Call vote was taken. Mayor-Yes, Hare-Yes, Baker-Yes, Fate-Yes, Musel-Yes. All in Favor: All. Opposed: None. Motion carried.

2025-22

A RESOLUTION CERTIFYING UNPAID CHARGES

WHEREAS, pursuant to proper notice duly given as required by law, the City Council has met, heard, and passed upon all objections to the proposed certifications of unpaid charges for municipal fees and utilities; and

WHEREAS, the amounts of bad debt have been minimized through diligent collection efforts by staff.

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

Such proposed certification of unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute a lien against the lands named herein

The owner of the affected property may, at any time prior to certification of unpaid charges to the County Auditor, pay the whole of the certified unpaid charges on such property, with interest accrued to date of payment, to the City Clerk, except that no interest shall be charged if the entire certified amount is paid within thirty (30) days from the adoption of the resolution. The taxpayer may at any time thereafter, pay the City Clerk or County Auditor, the entire amount certified and remaining unpaid. Such payment must be made before November 30, 2025.

The clerk shall forthwith transmit a certified copy of this certification role to the County Auditor to be extended on the property tax lists of the county and such certified unpaid charges shall be collected and paid over in the same manner as property taxes

Motion by Baker , second by Hare

Roll Call Vote:

All in Favor: All

Opposed: None

Absent:

Passed by the City Council of Wykoff, Minnesota this 10th day of November 2025.

Ryan Breckenridge, Mayor

Rebecca Schmidt, City Administrator

**CITY OF WYKOFF
RESOLUTION NO. 2025-22
EXHIBIT 1**

Certification Listing	Parcel Description	Service	Amount
See Addendum			

(STATE OF MINNESOTA

COUNTY OF FILLMORE)) ss. Authentication Certificate

I, the undersigned, being the duly qualified City clerk of the City of Wykoff, certify that the attached Resolution of the City Council adopting a(n) certification for unpaid charges under the Wykoff Ordinance, is a true copy of the original, of which is on file at the City of Wykoff.

Dated this 10th day of November 2025

Rebecca Schmidt

City Clerk
City of Wykoff

Ryan Breckenridge
Ryan Breckenridge, Mayor

Addendum

Delinquent Utility Bill Assessment								
Emily Moger	30 7	Gold Str N	PO Box 44	Wykoff	M N	559 90	300051 000	\$ 837.37
James McHan	12 1	Centennia I Str E	617 Broadway Str N #7A	Spring Valley	M N	559 75	300011 080	\$ 474.30
JJN Properties Lot #12	50 1	Fillmore Str # 12	590 Great Western Str	Spring Valley	M N	559 75	300226 000	\$ 548.41
JJN Properties Lot #2	50 1	Fillmore Str # 2	590 Great Western Str	Spring Valley	M N	559 75	300226 000	\$ 729.67

Meeting was adjourned at 7:53 pm.

Adjournment_____

Secretary_____Date of approval_____