

City Council MEETING

December 17, 2025

5:00 PM

1. Call to Order/Pledge of Allegiance/Roll Call/Adopt Agenda

The December 17, 2025 City Council meeting was called to order at 5:02 pm by Mayor Lowell Helget. Council Members present include Josh Anderson, Jeanette Pidde, Nick Klisch, and Shelley Frantz, and Mayor Lowell Helget. Others present include City Manager Amber Dale, City Attorney Paul Muske, Finance Manager Amy Vogel, City Clerk Justina Erickson, Ben Luense, John Ryan, Wendy Krier, John Sagan, Sharon Pieschel, Chief of Police John Nicholson, and Officer Alex Esser.

The Pledge of Allegiance was recited. Motion by Jeanette Pidde, second by Shelley Frantz to adopt agenda. Yes 5, No 0, Abstained 0 Passed.

2. Citizens' Forum

3. Consent Agenda

Motion by Josh Anderson, second by Shelley Frantz to approve Consent Agenda.

A. Minutes

i. **City Council - November 5, 2025 Workshop & November 19, 2025 Minutes**

ii. **EDA - October 13, 2025, October 28, 2025, and November 17, 2025 Minutes**

iii. **Community Facilities - November 18, 2025 Minutes**

iv. **PUC - October 29, 2025 PUC Minutes**

B. Financial

i. **Auditing Claims and Investments Worksheet**

ii. **Resolution 25-121704 Resolution Transferring Funds for the Fiscal Year Ended December 31, 2025**

iii. **Hoyt/Wild Ridge Pond Project - Pay Request #2 - \$11,364.31**

- iv. **Airfield Electrical Pay Request #1 - \$45,392.25**
- v. **Resolution 25-121710 A Resolution in Support of MN OEMS Grant to Springfield Ambulance Service**

C. Licenses and Permits

- i. **Tobacco and Sanitation Licenses for 2026**

D. Communications

- i. **Resignation of Roger Prechel from Community Facilities Board**

E. Miscellaneous/Other

- i. **Resolution 25-121701 - A Resolution Designating Polling Place Within the City of Springfield**
- ii. **Approve Adjustment to Joint Powers Agreement for Assessment Services by Brown County**
- iii. **Notification to Broker & Certification By Broker 4M & Moreton Capital**
- iv. **Simply Clean 2026 Cleaning Contract**
- v. **Brighter Homes Community Center Flooring Contract**
- vi. **Council Report - November 17th, 2025**

4. Old Business

- A. **Motion to Approve Ordinance 458 - Amending Fee Schedule**
Motion by Nicholas Klisch, second by Jeanette Pidde to approve Ordinance 458 - Amending Fee Schedule. Yes 5, No 0, Abstained 0 Passed.

5. New Business

- A. **CVB 2026 Budget Presentation - Ben Luense**

Ben Luense gave a presentation of the CVB 2026 budget. Luense also updated the council about his retirement. Wendy Krier will be the Microtel's representative, along with Heidi Wersal as the board's chair. Motion by Nicholas Klisch, second by Shelley Frantz to approve CVB's 2026 budget. Yes 5, No 0, Abstained 0 Passed.

B. Board Appointments

i. Motion to Appoint Brian Schwarzrock and Scott Johnson to Zoning Commission.

Motion by Nicholas Klisch, second by Jeanette Pidde to appoint Brian Schwarzrock and Scott Johnson to Zoning Commission. Yes 5, No 0, Abstained 0 Passed.

ii. Motion to Appoint Mike Rothmeier to Economic Development Authority

Motion by Josh Anderson, second by Shelley Frantz to appoint Mike Rothmeier to Economic Development Authority. Yes 5, No 0, Abstained 0 Passed.

iii. Motion to Appoint Three Members to Library Board

Motion by Jeanette Pidde, second by Nicholas Klisch to appoint Denise Reiner, Sarah Boettger, and Mariah Pieteg to Library Board. Yes 5, No 0, Abstained 0 Passed.

C. Hazardous Building Resolutions

Dale explained buildings were inspected by a state licensed inspector, which were deemed hazardous. Muske explained the process of deeming a hazardous building and abatement of hazardous building.

i. Motion to Approve Resolution 25-121705 Resolution Ordering Repair or Removal of Hazardous Building at 20 E Central St.

Motion by Nicholas Klisch, second by Jeanette Pidde to approve Resolution 25-121705 Resolution Ordering Repair or Removal of Hazardous Building at 20 E Central St. Yes 4, No 1(Anderson), Abstained 0 Passed.

ii. Motion to Approve Resolution 25-121706 Resolution Ordering Repair or Removal of Hazardous Building at 512 N Cass Ave.

Motion by Josh Anderson, second by Nicholas Klisch to approve Resolution 25-121707 Resolution Ordering Repair or Removal of Hazardous Building at 512 N Cass Ave. Yes 5, No 0, Abstained 0 Passed.

iii. Motion to Approve Resolution 25-121707 Resolution Ordering Repair or Removal of Hazardous Building at 508 N Cass Ave.

Motion by Josh Anderson, second by Nicholas Klisch to approve Resolution 25-121707 Resolution Ordering Repair or Removal of Hazardous Building at 508 N Cass Ave. Yes 5, No 0, Abstained 0 Passed.

iv. Motion to Approve Resolution 25-121708 Resolution Ordering Repair or Removal of Hazardous Building at 301 N Washington Ave

Motion by Nicholas Klisch, second by Jeanette Pidde to approve Resolution 25-121708 Resolution Ordering Repair or Removal of Hazardous Building at 301 N Washington Ave. Yes 5, No 0, Abstained 0 Passed.

v. Motion to Approve Resolution 25-121709 Resolution Ordering Repair or Removal of Hazardous Building at 207 N Jefferson Ave

Motion by Nicholas Klisch, second by Josh Anderson to approve Resolution 25-121709 Resolution Ordering Repair or Removal of Hazardous Building at 207 N Jefferson Ave. Yes 5, No 0, Abstained 0 Passed.

D. Motion to Approve 2026 Wage Scale with 3% COLA

Dale explained the 3% COLA was built into the 2026 preliminary budget but is still waiting on the police's union contract to determine final figures for union employees. Motion by Nicholas Klisch, second by Shelley Frantz to approve 2026 Wage Scale with 3% COLA for non-union staff. Yes 5, No 0, Abstained 0 Passed.

E. Motion to Approve 2026 Final Budget

Dale discussed the 412 fund that has been added, to fund future street projects.

Motion by Josh Anderson, second by Jeanette Pidde to recess meeting at 5:39 pm. Yes 5, No 0, Abstained 0 Passed. Motion by Nicholas Klisch, second by Jeanette Pidde to open meeting at 6:00 pm. Yes 5, No 0, Abstained 0 Passed. Motion by Nick Klisch, second by Josh Anderson to approve 2026 Final Budget. Yes 5, No 0, Abstained 0 Passed.

F. Motion to Approve Resolution 25-121702 EDA Tax Levy

Motion by Nicholas Klisch, second by Jeanette Pidde to approve Resolution 25-121702 EDA Tax Levy. Yes 5, No 0, Abstained 0 Passed.

G. Motion to Approve Resolution 25-121703 Property Tax Levy

Motion by Josh Anderson, second by Jeanette Pidde to approve Resolution 25-121703 Property Tax Levy. Yes 5, No 0, Abstained 0 Passed.

6. Truth in Taxation - Begins no earlier than 6PM

A. Truth in Taxation Presentation

Erickson played a video explaining the property tax process. Dale recapped her written report which was submitted to the council and public. The report summarized that the local property tax levy has

increased by 3.97% over the prior year, however because Springfield's taxable property has increased, many residents will see a reduction in the city portion of their property taxes.

B. Public Comment Period

Motion by Josh Anderson, second by Nicholas Klisch to open public comment period at 6:24 pm. Yes 5, No 0, Abstained 0 Passed. No comments were made. Motion by Nicholas Klisch, second by Shelley Frantz to close public comment period at 6:24pm. Yes 5, No 0, Abstained 0 Passed.

7. Mayor/City Council/Staff Reports

8. Adjournment

Motion by Shelley Frantz, second by Jeanette Pidde to adjourn at 6:28pm. Yes 5, No 0, Abstained 0 Passed.

Lowell Helget, Mayor

Justtina Erickson, City Clerk