



**AGENDA FOR
REGULAR CITY COUNCIL MEETING
SEPTEMBER 1, 2026 – 5:00 P.M.**

1. **Pledge of Allegiance**
2. **Call to Order**
 - Roll Call and Establishment of Quorum
3. **Approval of Agenda**
 - Council Changes
 - Staff Changes
4. **Approval of Minutes**
 - A. August 18, 2026
5. **Audience Participation** (10-minute time limit for items not on the agenda)
6. **Consent Agenda** (items approved with one motion)
7. **Scheduled Public Hearings**
8. **Old Business**
9. **Regular Agenda**
 - A. Park Department Donation from C.O.R.E. Bungee Fitness (Gwen Russell) – Resolution #48
 - B. Park Department Donation from Redwood Falls American Legion – Resolution #49
 - C. Final Pay Request for 2025 Electric Distribution Improvement Project
 - D. 2027 Budget Development Update (verbal)
10. **Other Items and Communications**
 - A. Council Items
 - B. Staff Items
11. **Paid Bills and Claims – For Informational Purposes**
 - A. City of Redwood Falls Accounts Payable Summary
12. **Adjournment**

**MINUTES
REGULAR COUNCIL MEETING
CITY OF REDWOOD FALLS, MINNESOTA
TUESDAY, AUGUST 18, 2026**

Pursuant to due call and notice thereof, a regular meeting of the Redwood Falls City Council was called to order in the Municipal Chambers on Tuesday, August 18, 2026, at 5:00 p.m.

Roll call indicated Mayor Tom Quackenbush and Council Members Matt Smith, Denise Kerkhoff, Jim Sandgren, Larry Arentson, and Shannon Guetter were present, constituting a quorum.

Also present were City Administrator Keith Muetzel, Finance Director Kari Klages, City Attorney Trenton Dammann, Public Works Project Coordinator Jim Doering, and Deputy City Clerk Caitlin Kodet.

A motion was made by Council Member Smith and seconded by Council Member Arentson to approve the agenda. Motion passed by unanimous vote.

A motion was made by Council Member Kerkhoff and seconded by Council Member Guetter to approve the July 21, 2026, minutes as presented. Motion passed by unanimous vote.

A motion was made by Council Member Guetter and seconded by Council Member Sandgren to approve the following items on the Consent Agenda:

1. Purchase of Batwing Rotary Mower
2. Purchase of Sewer Inspection Camera Trailer System
3. Declare Equipment Surplus Property and Authorize Sale
4. Insurance Liability Coverage Waiver Form

Motion passed by unanimous vote.

Police Chief Jason Cotner was present to introduce the Toward Zero Deaths Traffic Safety Grant.

Chief Cotner stated the Toward Zero Deaths program (TZD) is a state-wide, multi-disciplinary initiative whose goal is to reduce traffic fatalities in Minnesota to zero. One aspect of the initiative is enforcement of traffic laws. To facilitate that part of the program grant money originating from the National Highway Traffic Safety Administration is obtained by the Minnesota Department of Public Safety-Office of Traffic Safety, which then provides funding to law enforcement agencies for officer overtime shifts for the sole purpose of traffic enforcement.

Chief Cotner stated historically, these grants were awarded to one law enforcement agency within each designated region of the state. That agency was then responsible for managing the grant and providing funds to law enforcement agencies within their region. The City of Marshall has been the TZD grant manager in our region for several years and Redwood Falls Police Department has participated in the TZD program. At the start of the next fiscal year the Office of Traffic Safety is changing the TZD grant. Grants are no longer awarded per region, rather, every law enforcement agency must submit their own TZD grant application.

Chief Cotner stated the deadline to submit the grant application was August 12, 2026. However, the new grant requirements were received by RFPD after the deadline for the previous City Council Meeting. In order to meet the grant application deadline, City Administrator Keith Muetzel approved the grant request submission in the amount of \$14,316.58 with the requirement that the request must still be presented to Council for final approval.

A motion was made by Council Member Sandgren and seconded by Council Member Smith to approve the Toward Zero Deaths Traffic Safety Grant. Motion passed by unanimous vote.

Police Chief Jason Cotner introduced Resolution No. 46 of 2026 – Resolution Approving State of Minnesota Joint Powers Agreements with the City of Redwood Falls on Behalf of its Police Department.

Chief Cotner stated in the course of its duties, the Redwood Falls Police Department requires access to the Criminal Justice Data Network (CJDN) which is maintained by the Minnesota Department of Public Safety's Bureau of Criminal Apprehension (BCA). The CJDN provides access to tools, data, and systems that assist with the investigation and prosecution of criminal cases. Access to the CJDN requires a Joint Powers Agreement (JPA) between the City of Redwood Falls and the BCA. The City of Redwood Falls last signed a JPA with the BCA in 2021 and that agreement is set to expire in October of 2026. By signing this JPA the Redwood Falls Police Department will retain access to the CJDN for another five years.

A motion was made by Council Member Guetter and seconded by Council Member Arentson to waive the reading of Resolution No. 46 of 2026 – Resolution Approving State of Minnesota Joint Powers Agreements with the City of Redwood Falls on Behalf of its Police Department. Motion passed by unanimous vote.

A motion was made by Council Member Kerkhoff and seconded by Council Member Smith to approve Resolution No. 46 of 2026 – Resolution Approving State of Minnesota Joint Powers Agreements with the City of Redwood Falls on Behalf of its Police Department. Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced the Library Addition and Renovation Project – Change Order #4.

Mr. Doering stated Staff is recommending the approval of Change Order No. 4 for the addition of re-coring the existing library doors to match keys throughout the building, a credit for changes in carpet by not replacing carpet that was recently installed, and a cost change for matching shingles from the bid GAF shingles to Malarkey which are currently on the library. Approval will allow the City Administrator to execute the Change Order. Change orders will be drawn from the 5% contingency allocated in the project budget. The current balance of contingency remaining after Change Orders 1-4 is estimated at \$145,802.17.

A motion was made by Council Member Guetter and seconded by Council Member Sandgren to approve the Library Addition and Renovation Project – Change Order #4. Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced Resolution No. 47 of 2026 – Authorization to Execute Award of Contract for the 2026 Phase I Lead Service Line Replacements.

Mr. Doering stated in response to the Advertisement for Bids, the City received seven proposals for construction of the 2026 Phase I Lead Service Line Replacements. The proposals were opened and publicly read at 10:00 a.m. on August 13, 2026. The lowest responsible bidder was Crow River Construction of New London, MN for the 2026 Phase I Lead Service Line Replacements per bid unit prices with the resulting bid including the base bid and alternate provided as \$713,950.00 or 28% below the engineer's estimate of \$995,000.00. Staff recommend the award to Crow River Construction of New London, MN.

Mr. Doering stated Council approved the plans and specs and authorized bidding at the July 21, 2026, meeting. Bolton & Menk Inc. and Staff are required to provide as-bid results to finalize the Project Order document that accompanies the Master Service Agreement with the Minnesota Department of Health (MDH). Upon receipt of an approved Project Order, securing the MDH funding and reimbursement channels, the contracts can be finalized and the replacements can commence.

A motion was made by Council Member Sandgren and seconded by Council Member Smith to waive the reading of Resolution No. 47 of 2026 – Authorization to Execute Award of Contract for the 2026 Phase I Lead Service Line Replacements. Motion passed by unanimous vote.

A motion was made by Council Member Arentson and seconded by Council Member Kerkhoff to approve Resolution No. 47 of 2026 – Authorization to Execute Award of Contract for the 2026 Phase I Lead Service Line Replacements. Motion passed by unanimous vote.

City Administrator Muetzel stated there is significant construction activity currently underway throughout the community. Seal coating is scheduled to begin on Monday, August 24.

Bills and Claims were presented to the Council for informational purposes. No questions, comments or concerns were raised.

There being no further business, a motion was made by Council Member Guetter and seconded by Council Member Smith to adjourn the meeting at 5:17 p.m. Motion passed by unanimous vote.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

AGENDA RECOMMENDATION

Council Meeting Date: September 1st, 2026

Agenda Item: Resolution No. 48 of 2026 – Resolution Accepting Donation for an AED & Cabinet

Recommendation/Action Requested: Read the proposed Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If there are no concerns, adopt proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

Summary/Overview: Attached is Resolution No. 48 of 2026 accepting a financial donation in the amount of \$2,001.95 from C.O.R.E Bungee Fitness (Gwen Russell).

City staff would like to thank Gwen for the generous donation of funds that will be used to purchase an AED (Automated External Defibrillator) and cabinet to house the AED. The cabinet will be hung on an outside wall at the newer bathroom near the campground and pickleball courts in Ramsey Park.

Staff is requesting approval to accept the financial donation from C.O.R.E Bungee Fitness.

Attachments: Resolution No. 48 of 2026



RESOLUTION NO. 48 OF 2026
A RESOLUTION ACCEPTING A DONATION TO THE CITY.

WHEREAS, the City of Redwood Falls 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; and

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>
C.O.R.E Bungee Fitness (Gwen Russell)	\$2,001.95

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Terms or Conditions
Contribution towards an AED (Automated External Defibrillator) & Cabinet.

WHEREAS, all such donations have been contributed to the City for the benefit of its citizens, as allowed by law; and

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 REDWOOD FALLS, 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.
2. The city clerk is hereby authorized, if requested, to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota this 1st day of September 2026.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(City Seal)

Subscribed and sworn to before me this
1st day of September 2026.

Notary Public



Ross Nachreiner
Redwood Falls Parks & Rec Director
Phone: 507-616-7444
Fax: 507-644-2199
rnachreiner@ci.redwood-falls.mn.us

AGENDA RECOMMENDATION

Council Meeting Date: Tuesday, September 1st, 2026

Agenda Item: Resolution No. 49 of 2026 – Resolution Accepting Donation for the Jr. Cardinals Gymnastics Team

Recommendation/Action Requested: Read the proposed Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If there are no concerns, adopt proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

Summary/Overview: Attached is Resolution No. 49 of 2026 accepting a financial donation in the amount of \$2,000.00 from the Melvin Daskam Post #38 (Redwood Falls American Legion).

City staff would like to thank members of the American Legion for their generous donation to the Jr. Cardinals Gymnastics program. The funds will help offset costs of participation meet fees, competition leotards, and equipment purchases needed to improve the skills of the gymnasts.

Staff is requesting approval to accept the financial donation from the Redwood Falls American Legion Melvin Daskam Post #38.

Attachments: Resolution No. 49 of 2026

RESOLUTION NO. 49 OF 2026
A RESOLUTION ACCEPTING A DONATION TO THE CITY.

WHEREAS, the City of Redwood Falls 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; and

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>
Melvin Daskam Post #38 (Redwood Falls American Legion)	\$2,000.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Terms or Conditions
Contribution towards Jr. Cardinal Gymnastics program.

WHEREAS, all such donations have been contributed to the City for the benefit of its citizens, as allowed by law; and

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 REDWOOD FALLS, 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.
2. The city clerk is hereby authorized, if requested, to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota this 1st day of September 2026.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(City Seal)

Subscribed and sworn to before me this
1st day of September 2026.

Notary Public

AGENDA RECOMMENDATION

Meeting Date: September 1, 2026

Agenda Item: Final Pay Request for 2025 Distribution Improvements

Recommendation/Action Requested: Public Utilities Staff Recommends Approval

Summary/Overview: The final contract price for the 2025 Distribution Improvements was \$617,037.67. The original contract price was \$127,520.08 more than the final but less material and labor were required than the engineers estimated.

PUSH, Inc has submitted all the necessary paperwork, which DGR has signed off on and has submitted the final pay request in the amount of \$12,340.75.

Attachments: Final Pay Request
Final Contract Breakdown
Engineer's Statement of Completion

2025 DISTRIBUTION IMPROVEMENTS
CITY OF REDWOOD FALLS / PUBLIC UTILITIES
REDWOOD FALLS, MINNESOTA
FINAL CONTRACT BREAKDOWN

ORIGINAL CONTRACT PRICE	\$	744,557.75
Unit Quantity Additions / Deletions	\$	(127,520.08)
TOTAL PROJECT CONSTRUCTION COST	\$	617,037.67
Less Previous Payments	\$	604,696.92
FINAL AMOUNT DUE TO CONTRACTOR	\$	12,340.75

**ENGINEER'S STATEMENT OF FINAL COMPLETION
AND
OWNER'S ACCEPTANCE OF CONTRACT CONSTRUCTION**

TO: City of Redwood Falls / Public Utilities
PO Box 526
Redwood Falls, MN 56283
2025 Distribution Improvements
PROJECT DESIGNATION

I, the undersigned Engineer of the above designated project, do hereby state that:

1. The construction provided for pursuant to Construction Contract No. NA, dated January 24, 2025, including all approved amendments and change orders, (hereinafter called the "Project") between the City of Redwood Falls / Public Utilities ("Owner") and PUSH, Inc. ("Contractor") has been completed as of June 19, 2026 and to the best of my knowledge, information and belief, based on observations made during the period of construction, is in substantial compliance with the provisions of the Construction Contract, including all plans, specifications and drawings, and modifications thereof.

To the best of my knowledge, information, and belief,

2. Defects in workmanship and materials reported during the period of construction of the Project have been corrected.
3. The total cost of the project as completed is six hundred seventeen thousand, thirty-seven and 67/100 dollars (\$617,037.67).
4. The Final Inventory attached hereto and made a part hereof is a complete and accurate summary of the work performed in accordance with the Construction Contract.

Accepted:

City of Redwood Falls / Public Utilities
Owner

DGR Engineering
Engineer

Sign _____
Print _____
Title _____
Date _____

Sign 
Print Chad A. Rasmussen, P.E.
Title Project Manager
Date 8-26-2026

PAY ESTIMATE NO. 9 - FINAL
2025 DISTRIBUTION IMPROVEMENTS
CITY OF REDWOOD FALLS/PUBLIC UTILITIES
REDWOOD FALLS, MINNESOTA
DGR Project Number 421127

For Period From: 12/18/2025 To: FINAL
Contractor: PUSH, Inc.
Bid Date: 1/14/2025



SUMMARY

VALUE OF WORK COMPLETED TO DATE	\$617,037.67	ORIGINAL CONTRACT PRICE.....	\$744,557.75
LESS RETAINAGE... (2%)		EXPECTED FINAL CONTRACT COST (w/C.O.s, Additions & Deletions).....	\$617,037.67
TOTAL AMOUNT DUE INCLUDING THIS PAYMENT	\$617,037.67	LESS TOTAL PAYMENTS, INCLUDING THIS PAYMENT.....	\$617,037.67
LESS ESTIMATES PREVIOUSLY APPROVED		EXPECTED CONTRACT BALANCE AFTER THIS PAYMENT	\$0.00
Pay Estimate No. 1.....	\$73,833.19	% OF EXPECTED FINAL CONTRACT PRICE PAID, INCL. THIS PAYMENT....	100%
Pay Estimate No. 2.....	\$94,008.40		
Pay Estimate No. 3.....	\$85,612.35		
Pay Estimate No. 4.....	\$124,316.17		
Pay Estimate No. 5.....	\$101,725.10		
Pay Estimate No. 6.....	\$105,251.82		
Pay Estimate No. 7.....	\$1,438.76		
Pay Estimate No. 8.....	\$18,511.13		
Pay Estimate No. 9.....			
Pay Estimate No. 10.....			
Pay Estimate No. 11.....			
TOTAL AMOUNT DUE THIS ESTIMATE.....	\$12,340.75		

The undersigned Contractor hereby certifies that payment has been made in full for all labor and materials incorporated in the project to date, in accordance with the terms of the Construction Contract.

PUSH, INC., Contractor

By

Date

6/19/26

CERTIFICATE

THE AMOUNT OF \$ \$12,340.75 IS APPROVED FOR PAYMENT ACCORDING TO THE TERMS OF THE CONTRACT.

CITY OF REDWOOD FALLS/PUBLIC UTILITIES, Owner

By

Title

Date

DGR ENGINEERING, Engineer

By

Date

8-26-2026

FINAL INVENTORY

2025 DISTRIBUTION IMPROVEMENTS

CITY OF REDWOOD FALLS/PUBLIC UTILITIES

DGR Project Number: 421127

Bid Date: January 14, 2025

Inventory Date: May 8, 2026



UNIT NO.	NAME AND DESCRIPTION OF CONSTRUCTION UNIT	UNIT PRICE			QUANTITIES		EXTENDED PRICE		INCREASE/DECREASE (FINAL-ORIGINAL)
		LABOR	MATERIALS	LABOR & MATERIALS	ORIGINAL QUANTITY	FINAL QUANTITY	ORIGINAL + CO's EXT. PRICE-LABOR-MAT.	FINAL EXT. PRICE-LABOR-MAT.	
UD-1/0	Primary cable, 15 kV, 1/0 Str. Al. (Mft.)	\$ 1,550.00	\$ -	\$ 1,550.00	13.760	12.468	\$ 21,328.00	\$ 19,325.40	(\$2,002.60)
UD-750	Primary cable, 15 kV, 750 MCM Str. Al. (Mft.)	2,100.00	-	2,100.00	14.640	15.342	30,744.00	32,218.20	1,474.20
UD-4/0 TPLX	Secondary cable, 600 V, 2-#4/0, 1-#2/0 Str. Al. (Mft.)	1,250.00	-	1,250.00	18.560	18.804	23,200.00	23,505.00	305.00
UD-350 TPLX	Secondary cable, 600 V, 2-#350, 1-#4/0 Str. Al. (Mft.)	1,250.00	-	1,250.00	1.740	1.407	2,175.00	1,758.75	(416.25)
UD-4/0 QPLX	Secondary cable, 600 V, 3-#4/0, 1-#2/0 Str. Al. (Mft.)	1,250.00	-	1,250.00	0.130	0.138	162.50	172.50	10.00
UG-BP	1Ø transformer box pad (ea.)	255.00	98.87	353.87	44	44	15,570.28	15,570.28	
UPS-BP	Padmount switch box pad (ea.)	1,195.00	98.87	1,293.87	2	2	2,587.74	2,587.74	
UM3-30GS	1Ø sectionalizing enclosure ground sleeve (ea.)	195.00	98.87	293.87	2	2	587.74	587.74	
UM33-66GS	3Ø sectionalizing enclosure ground sleeve (ea.)	350.00	115.64	465.64	1	1	465.64	465.64	
UK5-F	1Ø secondary junction box-flush mount (ea.)	215.00	98.87	313.87	51	49	16,007.37	15,379.63	(627.74)
UM33-PB ()	Pull box, 36"W x 60"L x 36"H (ea.)	985.00	115.64	1,100.64	2	2	2,201.28	2,201.28	
UR3-42)	Trenching-special backfill, 42" Deep (Mft.)	2,250.00	15,000.00	17,250.00	0.050		862.50	-	(862.50)
UR3R-42)	Trenching-rock, shale or limestone, 42" deep (Mft.)	35,000.00	15,000.00	50,000.00	0.050		2,500.00	-	(2,500.00)
UR4-(1)1.25P	Conduit added to bore, (1)1.25" (Mft.)	2,200.00	570.00	2,770.00	1.030	1.222	2,853.10	3,384.94	531.84
UR4-(1)2P	Conduit added to bore, (1)2" (Mft.)	2,200.00	1,070.00	3,270.00	6.300	6.434	20,601.00	21,039.18	438.18
UR4-(1)3P	Conduit added to bore, (1)3" (Mft.)	2,800.00	2,450.00	5,250.00	1.210	1.211	6,352.50	6,357.75	5.25
UR5-(1)1.25P	Bore with conduit, (1)1.25" (Mft.)	12,950.00	570.00	13,520.00	2.290	2.600	30,960.80	35,152.00	4,191.20
UR5-(1)2P	Bore with conduit, (1)2" (Mft.)	12,950.00	1,070.00	14,020.00	18.120	18.373	254,042.40	257,589.46	3,547.06
UR5-(2)2P	Bore with conduit, (2)2" (Mft.)	13,500.00	2,150.00	15,650.00	0.590	0.443	9,233.50	6,932.95	(2,300.55)
UR5-(3)2P	Bore with conduit, (3)2" (Mft.)	14,000.00	3,170.00	17,170.00	0.430	0.535	7,383.10	9,185.95	1,802.85
UR5-(1)3P	Bore with conduit, (1)3" (Mft.)	13,500.00	2,450.00	15,950.00	0.270	0.265	4,306.50	4,226.75	(79.75)
UR5-(3)3P	Bore with conduit, (3)3" (Mft.)	17,800.00	7,350.00	25,150.00	0.930	0.821	23,389.50	20,648.15	(2,741.35)
UR5-(1)2P, (3)3P	Bore with conduit, (1)2", (3)3" (Mft.)	18,250.00	8,420.00	26,670.00	3.560	3.550	94,945.20	94,678.50	(266.70)
UR5-(2)2P, (3)3P	Bore with conduit, (2)2", (3)3" (Mft.)	25,950.00	9,500.00	35,450.00	0.570	0.621	20,206.50	22,014.45	1,807.95
UR8-6	Core drill, 6" diameter (ea.)	150.00	-	150.00	17	19	2,550.00	2,850.00	300.00
UR9-S	Shallow crossing (Mft.)	95,000.00	-	95,000.00	0.050		4,750.00	-	(4,750.00)
UR-LDS	Lawn damage seeding (Mft.)	3,300.00	540.00	3,840.00	1.340	1.330	5,145.60	5,107.20	(38.40)
ASP-REM	Asphalt pavement removal (sq. yd.)	245.00	-	245.00	300.0		73,500.00	-	(73,500.00)
ASP-REP	Asphalt replacement (ton)	430.00	107.96	537.96	80.0		43,036.80	-	(43,036.80)
PCC-REM	Concrete pavement removal (sq. yd.)	245.00	-	245.00	40.0	16.4	9,800.00	4,018.00	(5,782.00)
PCC-REP	Portland cement concrete replacement (cu. yd.)	345.00	215.92	560.92	10.0	4.6	5,609.20	2,580.23	(3,028.97)
MOB	Mobilization (as req'd)	7,500.00		7,500.00	1	1	7,500.00	7,500.00	

TOTAL: \$ 744,557.75 \$ 617,037.67 (\$127,520.08)