

**CITY OF ST. AUGUSTA**  
**CITY COUNCIL MEETING**  
**February 4, 2026**  
**7:00 pm**  
**AGENDA**

1. Call Meeting to Order – Mayor Schmitz.
2. Pledge of Allegiance.
3. Consent Agenda
  - 3A. Minutes of the January 6, 2025 City Council meeting.
  - 3B. Agenda.
  - 3C. Bills Payable, Receipts and Treasurer's Report. Echecks 25489e-25497e, checks 28808-28829.
  - 3D. Minutes of the January 20, 2025 City Council workshop meeting
  - 3E. Church of St. Wendelin and St. Mary's Temporary liquor license approvals: March 14, April 11, June 28, July 26
  - 3F. K. Claussen attendance to MCFOA Annual Conf March 23-27, 2026
4. Sheriff's Report
5. Building Inspector's Report – Mike Wallen.
6. Fire Department
  - 6A. Monthly Report
  - 6B. Radio Quote
  - 6C. Pager Quote
  - 6D. Other
7. St. Cloud Disc Golf Proposal
8. Open Forum -10 Minute Limit.
9. Valley Green Park Fertilizing Quotes
10. Schabel Enterprise Grading Quote.
11. Engineer's Report
  - 11A. Engineer's Updates
12. Review ordinance 2007-17 sidewalk snow removal, 2010-07 grass and weeds in non ag areas, and 2005-12 administrative enforcement of code relations, and the administrative fine schedule. Complaint attached with his snow removal proposal.
13. Approve ordinance updates discussed Jan 20 – R. Kaufman. Skip 3 & 6, goes to PC first.
  - 13A. #1 & 2
  - 13B. #4
  - 13C. #5
14. Council Member Comments/Purview.
  - 12A. Public Participation & Standards of Conduct - Brent
15. Clerk's Report
  - 15A. Approval for office and carpet deep clean
  - 15B. Newsletter scheduled to go out mid-February, any inclusions?
  - 15C. May 30<sup>th</sup> is the confirmed date for city-wide clean-up day
  - 15D. Update from Mike Humpal SCSC with schedule for Administrator interview process – Who will be on the hiring committee? Do you want to move March's meeting to another day due to interview schedule?
16. Adjourn.

REMINDERS: Planning Commission Meeting, Monday, February 9, 2026 6:00pm

President's Day, city hall closed

Presidents Day, Monday, February 17, 2026 City Hall Offices Closed

City Council Workshop Meeting, Tuesday, February 17, 2026 7:00pm

City Council Meeting, Tuesday, March 3, 2026 7:00 pm

**CITY OF ST. AUGUSTA  
CITY COUNCIL MEETING  
WEDNESDAY, FEBRUARY 4, 2026  
7:00 pm**

**Administrative Summary**

**Consent Agenda** – all items are included in the packets.

**Sheriff/Building Inspector's Report** – these will be included with the updated packet on Wednesday.

**Fire Report** – again it will be included with the updated packet on Wednesday.

**St. Cloud Disc Golf Proposal** – they will be here to speak about their proposal

**Engineer's Report** – Chris will submit a written report that talks about the 90% progress on Gaberdine Road project. I told him if we have a written report this month, we will not need him in attendance.

**Ordinance Review** – We have received more sidewalk snow removal (2007-17) complaints and we need to discuss what we can do legally moving forward, whether that is hiring it out, or sending out fines. We may as well address the summer issues too with grass and weeds (2010-07). A complaint was brought in listing the addresses at fault with a proposal.

**Bolton & Menk** – We will want to approve ordinance amendments we discussed Jan 20. Skip #3 & #6 as those will go to Planning Commission on Feb 9<sup>th</sup> first.

**Clerk's Report** – I would like to hire out a deep clean and carpet cleaning, possibly before the candidates for the Administrator position arrive. Could we get into a quarterly rotation with that?

Newsletter is scheduled to go out Mid-February, anything you would like to see in it? May 30<sup>th</sup> is the confirmed city-wide clean up date. 7-11 am. I am updating the fee schedule according to price increases from our vendors.

The SCSC interview process is attached to packet. Who will be on the hiring committee? March 3, is also our next scheduled Council meeting. Do you want to adjust the time or date of this meeting as the hiring committee will be doing interviews and wage negotiations all day.

**MINUTES OF THE CITY COUNCIL  
ST. AUGUSTA, MINNESOTA  
January 6, 2026**

**CALL TO ORDER:** The meeting was called to order by Mayor Schmitz at 7:00 PM with the Pledge of Allegiance.

**PRESENT:** Mayor Schmitz, Council Members Backes, Hommerding, Genereux and Skaalerud; Fire Chief Kramer, Attorney Couri, Clerk/Administrator Claussen.

**OTHERS PRESENT:** Patty & Utley Kronenberg, Jim Tomczk, Margaret Webb, Paul Shea, Rodney Atkinson

**CONSENT AGENDA:** The following items were approved with the consent agenda:

City Council Minutes, December 2, 8, 16, 2025  
Bill Payable, Receipts and Treasurer's Report dated January 6, 2026  
for ePayments #25462e – 25478e and checks #28742  
- 28781.  
City Council Agenda, January 6, 2026

**A motion was made to approve the Consent Agenda by Mr. Backes, seconded by Mr. Hommerding. Motion carried unanimously.**

**SHERIFF'S REPORT:** Dec report included in packet. Lt. Widmer was not attendance. Contract is for 520 hours, they had 509 hours and we will only be billed for the 509 hours.

**A motion was made to approve the Sheriff's reports by Mr. Backes, seconded by Mr. Genereux. Motion carried unanimously.**

**BUILDING INSPECTOR'S**

**REPORT:** Dec Building report included. Wallen not in attendance. 26 building permits issued which included 4 new builds.

**A motion was made to approve the building inspector's report as presented by Mr. Hommerding, seconded by Mr. Skaalerud. Motion carried unanimously.**

**FIRE DEPT.**

**REPORT:** Chief Kramer presented the December report which included Dec stats. 19 calls for December 18 medical 2 were canceled and 1 fire. 172 calls for 2025 (151 calls in 2024)

**A motion was made to approve the report by Mr. Backes, seconded by Mr. Genereux. Motion carried unanimously.**

Chief Kramer presented a letter recommending Travis Barker and Brandon Hanebuth to be removed from probation as they have completed all required training and drive time.

**A motion was made to hire Mr. Barker by Mr. Skaalerud, seconded by Mr. Hommerding. Motion carried unanimously.**

**OPEN FORUM:** Mr. & Mrs. Kronenberg were in attendance to ask questions on the Honer accessory building. They wanted to know what happened, why he was able to move forward with construction. Mr. Couri explained briefly, prior meetings and ultimately what the planning commission and council made their final decision on, the basis that the Honer residence qualified as a farmstead.

**ACTING MAYOR:** A motion was made to appoint Mr. Hommerding acting mayor by Mr. Backes, seconded by Mr. Skaalerud. Motion carried 4-0 with Mr. Hommerding abstaining.

**BOARDS, COMMISSIONS,  
OFFICIALS AND  
COUNCIL**

**REPRESENTATIVES:** A motion was made to make the following appointments by Mr. Genereux, seconded by Mr. Skaalerud.

Council Fire Department Representative: Justin Backes and Jeff Schmitz.

City Assessor: Jonathan Springer Stearns County Assessor's Office

City Attorney (Civil): Mike Couri – Couri and Ruppe

City Attorney (Prosecution): Jenall Kendal – Stearns County

Admin. Hearing Officer: Jenall Kendal – Stearns County

City Engineer: Chris Bunders – Moore Engineering.

Planning Consultant: Robin Caufman – Bolton & Menk

Building Inspector: Mike Wallen, Inspectron

Electrical Inspector: Kelly Johnson

Weed Inspector: Paul Hollermann

Assistant Weed Inspector: Mark Kiffmeyer

**RESOLUTION  
#2026-01, SETTING  
COMPENSATION:**

Mrs. Claussen presented a resolution with wages as budgeted.

**A motion was made to approve Resolution #2026-01, approving the salaries by Mr. Backes, seconded by Mr. Genereux. Motion carried unanimously.**

**SCHEDULE OF REGULAR  
MEETINGS, OFFICIAL NEWSPAPER  
AND OFFICIAL  
DEPOSITORIES:**

A motion was made to declare the regular council meetings on the First and Third Tuesday of each month at 7:00pm, the regular Planning Commission meetings on the Monday a week prior to the first Tuesday in each month at 6:00pm, amended to add any agenda items should be in by the Thursday prior to the scheduled meeting and only emergent items added after if necessary.

EDA meetings as needed.

The St. Cloud Times designated the official newspaper Harvest Bank, Steifel, and US Bank as official depositories by Mr. Backes, seconded by Mr. Genereux. Motion carried unanimously.

**RESOLUTION #2026-02,  
DESIGNATING**

**SIGNERS:**

A motion was made to approve Resolution #2026-02 designating officials authorized to sign approved checks by Mr. Backes, seconded by Mr. Hommerding. Motion carried unanimously.

**RESOLUTION #2026-03,  
DESIGNATING 2027**

**POLLING PLACE:** A motion was made to approve Resolution #2026-03, designating the 2027 polling place by Mr. Backes, seconded by Mr. Skaalerud. Motion carried unanimously.

**ORDINANCE #2026-01,  
ESTABLISHING 2026**

**FEESCHEDULE:**

A motion was made to approve Ordinance #2026-01, designating the 2026 Fee Schedule, amended with updated base water/sewer price and fee adjustment taken out for THC license by Mr. Hommerding, seconded by Mr. Backes. Motion carried unanimously.

**DATA PRACTICES**

**POLICIES:**

A motion was made to approve the data practices policies as presented by Mr. Backes, seconded by Mr. Hommerding; Motion carried unanimously.

**ENGINEER'S  
REPORT:**

Mr. Bunders was not in attendance.

**COUNCIL MEMBER  
PURVIEW:**

Mr. Schmitz would like a joint meeting with the planning commission and Mr. Couri and Planner Mrs. Caufman scheduled for Jan 20<sup>th</sup>, so they can discuss meeting preparedness and ordinance updates.

**CITY ADMINISTRATOR**

**REPORT:**

Claussen spoke with Rollie Jurgens from Fairhaven about amending 4A to give more time notice for major projects.

**A motion was made to amend 4A of the agreement to include the other party at the initial project discussion phase. And to add a provision for emergency work identified any condition in which would be hazardous to anyone traveling on that route.**

Couri wanted to talk about low-potency hemp setbacks. The state has changed its rules for low-potency hemp and the city can no longer enforce setbacks. The question was do we still want to require interim use permits? After some discussion the board decided to move this topic to the Jan 20<sup>th</sup> meeting in which ordinances will be the main topic.

Ordinance violations – Mike Couri email. After discussion on how to handle nuisance violations, this topic is also moved to Jan 20<sup>th</sup> work session as the ordinance would need to be amended to reflect any change.

Need to reschedule Feb 3<sup>rd</sup> meeting as that is Caucus night. Council agreed to meet Wednesday, February 4<sup>th</sup>, 2026.

Mr. Couri has spoken with Mr. Winkleman and while some effort has been made to clean up his property, there is still more work to be done. The end of March was the date given by Winkleman to have more stuff cleaned up.

**ADJOURNMENT: A motion was made to adjourn at 9:00pm by Mr. Genereux, seconded by Mr. Skaalerud.**

Approved this 4<sup>th</sup> day of February, 2025.

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Jeff Schmitz, Mayor

Attest:

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Kim Claussen, Interim Clerk/Administrator

**City of St. Augusta**

01/30/26 7:32 AM

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**\*Check Summary Register©**

Checks 01/21/26-02/04/26

Name	Check Date	Check Amt
<b>10100 STATE BANK OF KIMBAL</b>		
25489e CenturyLink	1/21/2026	\$122.44
25490e SHELTER POINT	1/28/2026	\$5.02 MN PAID LEAVE
25491e STATE BANK OF KIMBALL	1/28/2026	\$179.79 941 taxes
25492e MIDCO BUSINESS	1/28/2026	\$239.78 FD- internet service
25493e MIDCO BUSINESS	1/28/2026	\$267.77 general - internet service
25494e MN DEPT OF REVENUE	2/4/2026	\$1,678.94 State Tax - MN
25495e PERA	2/4/2026	\$1,882.88 KIFFMEYER, MARK G.
25496e SHELTER POINT	2/4/2026	\$79.91 MN Paid Leave Benefit
25497e STATE BANK OF KIMBALL	2/4/2026	\$3,385.41 941 taxes
28808 KRAMER, JOSEPH S.	1/23/2026	\$736.97
28809 AFLAC	2/4/2026	\$523.38 g - employee paid insurance
28810 ALTERNATIVE GARAGE DOOR R	2/4/2026	\$146.00 g - garage door repair
28811 CASEYS TRUCK AND TRAILER	2/4/2026	\$624.79 pw - #4 hose repair
28812 CITY OF ST. CLOUD	2/4/2026	\$915.00 STORM -CMWEA MEMBERSHIP FEE
28813 DAVID DROWN ASSOCIATES	2/4/2026	\$3,000.00 CIP - CIP Consulting
28814 F.I.R.E.	2/4/2026	\$650.00 FD - JAN 19 TRAINING FIRST ARRIVING RIG
28815 GOPHER STATE ONE-CALL	2/4/2026	\$32.40 water dept - locates
28816 KRIS ENGINEERING	2/4/2026	\$1,948.49 pw - #20 face plate
28817 NELSON SANITATION & RENTAL	2/4/2026	\$215.00 PARKS - PUMP HOLDING TANK 2000 GALS.
28818 NORTH STAR SIGNS & ENGRAVI	2/4/2026	\$293.79 PW - 3 FIRE # SIGNS, 4 STREET SIGNS
28819 RMB ENVIRONMENTAL LABORA	2/4/2026	\$120.18 sewer dept -
28820 ST. AUGUSTA FIRE RELIEF ASS	2/4/2026	\$1,000.00 FD - MN FIREFIGHTERS SBR REIMB
28821 STEARNS COUNTY AUDITOR/TR	2/4/2026	\$15,120.00 G - POLICE CONTRACT 7/1/25-12/31/25
28822 STEARNS CTY MUNICIPAL LEAG	2/4/2026	\$100.00 G - Stearns county municipal league
28823 BLASHACK, CHAD C.	1/30/2026	\$1,960.88
28824 CLAUSSEN, KIM M	1/30/2026	\$2,418.91
28825 HILL, MARY M	1/30/2026	\$983.68
28826 HOLLERMANN, PAUL A.	1/30/2026	\$1,826.08
28827 KIFFMEYER, MARK G.	1/30/2026	\$1,991.44
28828 SCHLUETER, STEVEN F.	1/30/2026	\$259.18
28829 WAIBEL, THOMAS F.	1/30/2026	\$87.69
<b>Total Checks</b>		<b>\$42,795.80</b>

Jeffery J Schmitz

FILTER: [Check Date] between #01/21/26# and #02/04/26# and [Check Nbr]&gt;0 and [Cash Act]='10100'

**\*Check Detail Register©**

Checks 01/21/26-02/04/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 STATE BANK OF KIMBAL</b>					
25489 e	01/21/26	CenturyLink			
		Telephone	\$61.22		
		Telephone	\$61.22		
		Total	\$122.44		
25490 e	01/28/26	<b>SHELTER POINT</b>			
		MN Paid Leave	\$5.02		MN Paid Leave Benefit
		Total	\$5.02		
25491 e	01/28/26	<b>STATE BANK OF KIMBALL</b>			
		Federal Withholding	\$49.49		941 taxes
		FICA Tax Withholding	\$105.60		941 taxes
		Medicare	\$24.70		941 taxes
		Total	\$179.79		
25492 e	01/28/26	<b>MIDCO BUSINESS</b>			
		Internet	\$85.39	26356320111 FD- internet service	
		Telephone	\$154.39	26356320111 FD - TELEPHONE	
		Total	\$239.78		
25493 e	01/28/26	<b>MIDCO BUSINESS</b>			
		Internet	\$95.39	13000201151 general - internet service	
		Telephone	\$172.38	13000201151 GENERAL - PHONE	
		Total	\$267.77		
25494 e	02/04/26	<b>MN DEPT OF REVENUE</b>			
		State Withholding	\$1,054.50		State Tax - MN
		State Withholding	\$275.08		State Tax - MN
		State Withholding	\$275.06		State Tax - MN
		State Withholding	\$74.30		State Tax - MN
		Total	\$1,678.94		
25495 e	02/04/26	<b>PERA</b>			
		PERA	\$369.61		KIFFMEYER, MARK G.
		PERA	\$19.34		KIFFMEYER, MARK G.
		PERA	\$43.21		SCHLUETER, STEVEN F.
		PERA	\$58.02		BLASHACK, CHAD C.
		PERA	\$155.79		BLASHACK, CHAD C.
		PERA	\$155.80		BLASHACK, CHAD C.
		PERA	\$19.34		BLASHACK, CHAD C.
		PERA	\$297.07		HOLLERMANN, PAUL A.
		PERA	\$36.87		HOLLERMANN, PAUL A.
		PERA	\$36.87		HOLLERMANN, PAUL A.
		PERA	\$18.70		HILL, MARY M
		PERA	\$74.78		HILL, MARY M
		PERA	\$74.78		HILL, MARY M
		PERA	\$18.70		HILL, MARY M
		PERA	\$428.40		CLAUSSEN, KIM M
		PERA	\$25.20		CLAUSSEN, KIM M

**\*Check Detail Register©**

Checks 01/21/26-02/04/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 602-21704		PERA	\$25.20		CLAUSSEN, KIM M
G 607-21704		PERA	\$25.20		CLAUSSEN, KIM M
		Total	\$1,882.88		
<b>25496 e</b>	<b>02/04/26</b>	<b>SHELTER POINT</b>			
G 101-21712		MN Paid Leave	\$51.77		MN Paid Leave Benefit
G 601-21712		MN Paid Leave	\$12.32		MN Paid Leave Benefit
G 602-21712		MN Paid Leave	\$12.32		MN Paid Leave Benefit
G 607-21712		MN Paid Leave	\$3.50		MN Paid Leave Benefit
		Total	\$79.91		
<b>25497 e</b>	<b>02/04/26</b>	<b>STATE BANK OF KIMBALL</b>			
G 101-21701		Federal Withholding	\$847.42		941 taxes
G 101-21703		FICA Tax Withholding	\$1,087.90		941 taxes
G 101-21709		Medicare	\$254.42		941 taxes
G 601-21701		Federal Withholding	\$204.09		941 taxes
G 601-21703		FICA Tax Withholding	\$259.22		941 taxes
G 601-21709		Medicare	\$60.62		941 taxes
G 602-21701		Federal Withholding	\$204.11		941 taxes
G 602-21703		FICA Tax Withholding	\$259.18		941 taxes
G 602-21709		Medicare	\$60.60		941 taxes
G 607-21701		Federal Withholding	\$57.59		941 taxes
G 607-21703		FICA Tax Withholding	\$73.16		941 taxes
G 607-21709		Medicare	\$17.10		941 taxes
		Total	\$3,385.41		
<b>28809</b>	<b>02/04/26</b>	<b>AFLAC</b>			
G 101-21710		Other Dedications	\$93.86	633308	g - employee paid insurance
G 601-21710		Other Dedications	\$79.49	633308	g - employee paid insurance
G 602-21710		Other Dedications	\$79.49	633308	g - employee paid insurance
G 101-21710		Other Dedications	\$270.54	633308	G - BILL'S DEC AFLAC
		Total	\$523.38		
<b>28810</b>	<b>02/04/26</b>	<b>ALTERNATIVE GARAGE DOOR REPAIR</b>			
E 101-41000-520		Buildings and Structures	\$146.00	5125	g - garage door repair
		Total	\$146.00		
<b>28811</b>	<b>02/04/26</b>	<b>CASEYS TRUCK AND TRAILER</b>			
E 101-41130-220		Repair/Maint Supply	\$624.79	22718	pw - #4 hose repair
		Total	\$624.79		
<b>28812</b>	<b>02/04/26</b>	<b>CITY OF ST. CLOUD</b>			
E 607-41000-206		Association Dues/LMC, A	\$915.00	AR036570	STORM -CMWEA MEMBERSHIP FEE
		Total	\$915.00		
<b>28813</b>	<b>02/04/26</b>	<b>DAVID DROWN ASSOCIATES</b>			
E 450-41000-430		Miscellaneous	\$3,000.00	00006362	CIP - CIP Consulting
		Total	\$3,000.00		
<b>28814</b>	<b>02/04/26</b>	<b>F.I.R.E.</b>			

## City of St. Augusta

01/30/26 7:32 AM

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## \*Check Detail Register©

Checks 01/21/26-02/04/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42270-208		Training, Inst., Travel	\$650.00	7908	FD - JAN 19 TRAINING FIRST ARRIVING RIGHT SEAT OFFICER
		Total	\$650.00		
28815	02/04/26	<b>GOPHER STATE ONE-CALL</b>			
E 601-49400-314		Gopher State One Calls	\$16.20	5120764	water dept - locates
E 602-49450-314		Gopher State One Calls	\$16.20	5120764	sewer dept - locates
		Total	\$32.40		
28816	02/04/26	<b>KRIS ENGINEERING</b>			
E 101-41130-220		Repair/Maint Supply	\$1,932.41	42349	pw - #20 face plate
E 101-41130-220		Repair/Maint Supply	\$16.08	42362	pw - screws
		Total	\$1,948.49		
28817	02/04/26	<b>NELSON SANITATION &amp; RENTAL INC</b>			
E 101-45200-410		Rentals	\$215.00	INV/2026/078 PARKS - PUMP HOLDING TANK 2000 GALS.	
		Total	\$215.00		
28818	02/04/26	<b>NORTH STAR SIGNS &amp; ENGRAVING</b>			
E 101-41130-226		Sign Repair Materials	\$293.79	28660	PW - 3 FIRE # SIGNS, 4 STREET SIGNS
		Total	\$293.79		
28819	02/04/26	<b>RMB ENVIRONMENTAL LABORATORIES</b>			
E 602-49450-316		Sample Analysis	\$120.18	D085193	sewer dept -
		Total	\$120.18		
28820	02/04/26	<b>ST. AUGUSTA FIRE RELIEF ASSN</b>			
E 101-42270-125		Other Retirement Contribu	\$1,000.00		FD - MN FIREFIGHTERS SBR REIMB
		Total	\$1,000.00		
28821	02/04/26	<b>STEARNS COUNTY AUDITOR/TREAS C</b>			
E 101-41000-306		Police/Sheriff (contract)	\$15,120.00	2025-000000	G - POLICE CONTRACT 7/1/25-12/31/25
		Total	\$15,120.00		
28822	02/04/26	<b>STEARNS CTY MUNICIPAL LEAGUE</b>			
E 101-41000-206		Association Dues/LMC, A	\$100.00		G - Stearns county municipal league
		Total	\$100.00		
			10100	\$32,530.97	

## Fund Summary

10100 STATE BANK OF KIMBAL

101 GENERAL FUND	\$25,665.85
450 CAPITAL PROJECT FUND	\$3,000.00
601 WATER FUND	\$1,260.88
602 SEWER FUND	\$1,381.01
607 STORMWATER UTILITY	\$1,223.23
	\$32,530.97

Jeffery J Schmitz

**City of St. Augusta**  
**\*Receipt Book**

01/30/26 7:34 AM  
Page 1

January 2026

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
	16893R 101-41000-3221	Building Permits	\$101.00	1/7/2026	G - Thelen plumbing #25-00351	1 2 26 RCT3
	16896R 607-41000-3710	Storm Sewer Sales	\$28.80	1/7/2026	SW -	1 2 26 RCT3
	16896R 601-49400-3710	Water Sales	\$0.00	1/7/2026	water dept -	1 2 26 RCT3
	16896R 601-49400-3130	General Sales and Use Tax	\$0.00	1/7/2026	water dept -	1 2 26 RCT3
	16896R 605-43160-3740	Electricity Sales	\$0.00	1/7/2026	EU -	1 2 26 RCT3
	16896R 606-49450-3728	Sewer Replacement Fund	\$0.00	1/7/2026	SRF -	1 2 26 RCT3
	16896R 602-49450-3720	Sewer Sales	\$0.00	1/7/2026	sewer -	1 2 26 RCT3
	16900R 601-49400-3130	General Sales and Use Tax	\$0.00	1/7/2026	water dept -	1 2 25 RCT
	16900R 605-43160-3740	Electricity Sales	\$6.00	1/7/2026	EU -	1 2 25 RCT
	16900R 606-49450-3728	Sewer Replacement Fund	\$10.64	1/7/2026	SRF -	1 2 25 RCT
	16900R 602-49450-3720	Sewer Sales	\$338.20	1/7/2026	sewer -	1 2 25 RCT
	16900R 607-41000-3710	Storm Sewer Sales	\$86.40	1/7/2026	SW -	1 2 25 RCT
	16900R 601-49400-3710	Water Sales	\$330.33	1/7/2026	water dept -	1 2 25 RCT
	16901R 101-41000-3221	Building Permits	\$101.00	1/7/2026	G - PRECISE	1 2 26 RCT4
	16902R 601-49400-3710	Water Sales	\$73.13	1/7/2026	water dept -	1 2 26 RCT4
	16902R 601-49400-3130	General Sales and Use Tax	\$0.00	1/7/2026	water dept -	1 2 26 RCT4
	16902R 605-43160-3740	Electricity Sales	\$4.00	1/7/2026	EU -	1 2 26 RCT4
	16902R 606-49450-3728	Sewer Replacement Fund	\$1.60	1/7/2026	SRF -	1 2 26 RCT4
	16902R 602-49450-3720	Sewer Sales	\$76.33	1/7/2026	sewer -	1 2 26 RCT4
	16902R 607-41000-3710	Storm Sewer Sales	\$0.00	1/7/2026	SW -	1 2 26 RCT4
	16903R 101-41000-3340	Electric Permits	\$145.00	1/7/2026	G - BERTRAM #25-1212	1 6 26 RCT2
	16904R 101-41000-3221	Building Permits	\$101.00	1/7/2026	G - MECH ENG. #25-296	1 2 26 RCT4
	16906R 101-41000-3221	Building Permits	\$202.00	1/7/2026	G - LEGACY #25-338, 330	1 6 26 RCT2
	16907R 101-41000-3225	Park Shelter Rental	\$1,134.24	1/7/2026	G - 9 PARK RENTALS	1 5 26 RCT2
	16907R 101-41000-3103	Sales Tax	\$70.92	1/7/2026	general - shelter rental tax	1 5 26 RCT2
	16908R 101-41000-3225	Park Shelter Rental	\$175.00	1/7/2026	G -	1 7 26 RCT2
	16908R 101-41000-3103	Sales Tax	\$7.88	1/7/2026	general - shelter rental tax	1 7 26 RCT2
	16909R 101-41000-3225	Park Shelter Rental	\$2,926.36	1/7/2026	G - PARK RESERVATIONS 21	1 6 26 RCT
	16909R 607-41000-3710	Storm Sewer Sales	\$28.80	1/7/2026	SW -	1 7 26 RCT2
	16909R 602-49450-3720	Sewer Sales	\$0.00	1/7/2026	sewer -	1 7 26 RCT2
	16909R 606-49450-3728	Sewer Replacement Fund	\$0.00	1/7/2026	SRF -	1 7 26 RCT2
	16909R 605-43160-3740	Electricity Sales	\$0.00	1/7/2026	EU -	1 7 26 RCT2
	16909R 601-49400-3130	General Sales and Use Tax	\$0.00	1/7/2026	water dept -	1 7 26 RCT2
	16909R 601-49400-3710	Water Sales	\$0.00	1/7/2026	water dept -	1 7 26 RCT2
	16909R 101-41000-3103	Sales Tax	\$165.48	1/7/2026	general - shelter rental tax	1 6 26 RCT
	16910R 101-41000-3410	Assessment Search Fees	\$10.00	1/7/2026	G - EPIC	1 6 26 RCT2
	16911R 101-41000-3225	Park Shelter Rental	\$175.00	1/7/2026	G -	1 7 26 RCT2
	16911R 101-41000-3103	Sales Tax	\$7.88	1/7/2026	general - shelter rental tax	1 7 26 RCT2
	16912R 101-41000-3221	Building Permits	\$202.00	1/7/2026	G - FINKEN 2 PERMITS	1 7 26 RCT2
	16913R 101-41000-3103	Sales Tax	\$7.88	1/7/2026	general - shelter rental tax	1 6 26 RCT2
	16913R 101-41000-3225	Park Shelter Rental	\$150.00	1/7/2026	G - PARK RESERVATION	1 6 26 RCT2
	16914R 101-41000-3225	Park Shelter Rental	\$175.00	1/7/2026		1 7 26 RCT
	16914R 101-41000-3103	Sales Tax	\$7.88	1/7/2026	general - shelter rental tax	1 7 26 RCT
	16915R 605-43160-3740	Electricity Sales	\$19.02	1/7/2026	EU -	1 6 26 RCT2
	16915R 601-49400-3130	General Sales and Use Tax	\$0.00	1/7/2026	water dept -	1 6 26 RCT2
	16915R 607-41000-3710	Storm Sewer Sales	\$992.80	1/7/2026	SW -	1 6 26 RCT2
	16915R 606-49450-3728	Sewer Replacement Fund	\$15.52	1/7/2026	SRF -	1 6 26 RCT2
	16915R 602-49450-3720	Sewer Sales	\$585.63	1/7/2026	sewer -	1 6 26 RCT2
	16915R 601-49400-3710	Water Sales	\$611.59	1/7/2026	water dept -	1 6 26 RCT2
	16917R 602-49450-3720	Sewer Sales	\$59.85	1/7/2026	sewer -	1 2 26 RCT2

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16917R	607-41000-3710	Storm Sewer Sales	\$0.00	1/7/2026	SW -	1 2 26 RCT2
16917R	605-43160-3740	Electricity Sales	\$2.21	1/7/2026	EU -	1 2 26 RCT2
16917R	601-49400-3130	General Sales and Use Tax	\$0.00	1/7/2026	water dept -	1 2 26 RCT2
16917R	601-49400-3710	Water Sales	\$60.26	1/7/2026	water dept -	1 2 26 RCT2
16917R	606-49450-3728	Sewer Replacement Fund	\$2.86	1/7/2026	SRF -	1 2 26 RCT2
16918R	602-49450-3720	Sewer Sales	\$85.82	1/7/2026	sewer -	1 6 26 RCT3
16918R	607-41000-3710	Storm Sewer Sales	\$28.80	1/7/2026	SW -	1 6 26 RCT3
16918R	606-49450-3728	Sewer Replacement Fund	\$3.69	1/7/2026	SRF -	1 6 26 RCT3
16918R	605-43160-3740	Electricity Sales	\$3.96	1/7/2026	EU -	1 6 26 RCT3
16918R	601-49400-3130	General Sales and Use Tax	\$0.00	1/7/2026	water dept -	1 6 26 RCT3
16918R	601-49400-3710	Water Sales	\$86.47	1/7/2026	water dept -	1 6 26 RCT3
16919R	601-49400-3130	General Sales and Use Tax	\$0.00	1/7/2026	water dept -	1 5 26 RCT
16919R	607-41000-3710	Storm Sewer Sales	\$28.80	1/7/2026	SW -	1 5 26 RCT
16919R	602-49450-3720	Sewer Sales	\$76.13	1/7/2026	sewer -	1 5 26 RCT
16919R	606-49450-3728	Sewer Replacement Fund	\$0.00	1/7/2026	SRF -	1 5 26 RCT
16919R	605-43160-3740	Electricity Sales	\$0.00	1/7/2026	EU -	1 5 26 RCT
16919R	601-49400-3710	Water Sales	\$73.33	1/7/2026	water dept -	1 5 26 RCT
16921R	101-41000-3410	Assessment Search Fees	\$10.00	1/12/2026	G - EPIC	1 8 26 RCT
16922R	101-41000-3225	Park Shelter Rental	\$150.00	1/7/2026	g -	1 7 26 RCT
16922R	101-41000-3103	Sales Tax	\$7.88	1/7/2026	general - shelter rental tax	1 7 26 RCT
16923R	101-41000-3225	Park Shelter Rental	\$149.12	1/7/2026	G -	1 7 26 RCT
16923R	101-41000-3103	Sales Tax	\$7.88	1/7/2026	general - shelter rental tax	1 7 26 RCT
16924R	450-41000-3130	General Sales and Use Tax	\$28,635.19	1/7/2026	G - AUG SALES TAX	1 7 26 RCT
16925R	101-41000-3221	Building Permits	\$126.00	1/12/2026	G - MARK DAVID PLUMBING #26-0	1 8 26 RCT
16926R	605-43160-3740	Electricity Sales	\$0.00	1/12/2026	EU -	1 8 26 RCT
16926R	601-49400-3130	General Sales and Use Tax	\$0.00	1/12/2026	water dept -	1 8 26 RCT
16926R	607-41000-3710	Storm Sewer Sales	\$86.40	1/12/2026	SW -	1 8 26 RCT
16926R	602-49450-3720	Sewer Sales	\$0.00	1/12/2026	sewer -	1 8 26 RCT
16926R	601-49400-3710	Water Sales	\$0.00	1/12/2026	water dept -	1 8 26 RCT
16926R	606-49450-3728	Sewer Replacement Fund	\$0.00	1/12/2026	SRF -	1 8 26 RCT
16927R	101-41000-3340	Electric Permits	\$65.00	1/12/2026	G - PERMIT	1 9 26 RCT2
16928R	601-49400-3710	Water Sales	\$257.69	1/7/2026	water dept -	1 7 26 RCT
16928R	607-41000-3710	Storm Sewer Sales	\$847.20	1/7/2026	SW -	1 7 26 RCT
16928R	602-49450-3720	Sewer Sales	\$285.60	1/7/2026	sewer -	1 7 26 RCT
16928R	606-49450-3728	Sewer Replacement Fund	\$9.67	1/7/2026	SRF -	1 7 26 RCT
16928R	605-43160-3740	Electricity Sales	\$6.12	1/7/2026	EU -	1 7 26 RCT
16928R	601-49400-3130	General Sales and Use Tax	\$0.00	1/7/2026	water dept -	1 7 26 RCT
16929R	101-41000-3103	Sales Tax	\$7.88	1/12/2026	general - shelter rental tax	1 9 26 rct3
16929R	101-41000-3225	Park Shelter Rental	\$150.00	1/12/2026	g - kiff	1 9 26 rct3
16930R	101-41000-3221	Building Permits	\$1,977.25	1/12/2026	G - MARK LOEHRER #26-000001	1 9 26 RCT2
16931R	101-41000-3103	Sales Tax	\$7.88	1/12/2026	general - shelter rental tax	1 9 26 RCT2
16931R	101-41000-3225	Park Shelter Rental	\$150.00	1/12/2026	G - KIFFMEYER	1 9 26 RCT2
16932R	601-49400-3710	Water Sales	\$665.98	1/12/2026	water dept -	1 9 26 RCT2
16932R	601-49400-3130	General Sales and Use Tax	\$6.96	1/12/2026	water dept -	1 9 26 RCT2
16932R	605-43160-3740	Electricity Sales	\$5.99	1/12/2026	EU -	1 9 26 RCT2
16932R	606-49450-3728	Sewer Replacement Fund	\$20.72	1/12/2026	SRF -	1 9 26 RCT2
16932R	602-49450-3720	Sewer Sales	\$683.25	1/12/2026	sewer -	1 9 26 RCT2
16932R	607-41000-3710	Storm Sewer Sales	\$415.20	1/12/2026	SW -	1 9 26 RCT2
16933R	101-41000-3225	Park Shelter Rental	\$150.00	1/12/2026	g	1 12 26 rct3
16933R	101-41000-3103	Sales Tax	\$7.88	1/12/2026	general - shelter rental tax	1 12 26 rct3

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16934 R	601-49400-3710	Water Sales	\$0.00	1/12/2026	water dept -	1 12 26 rct3
16934 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/12/2026	water dept -	1 12 26 rct3
16934 R	602-49450-3720	Sewer Sales	\$0.00	1/12/2026	sewer -	1 12 26 rct3
16934 R	607-41000-3710	Storm Sewer Sales	\$57.60	1/12/2026	SW -	1 12 26 rct3
16934 R	605-43160-3740	Electricity Sales	\$0.00	1/12/2026	EU -	1 12 26 rct3
16934 R	606-49450-3728	Sewer Replacement Fund	\$0.00	1/12/2026	SRF -	1 12 26 rct3
16935 R	601-49400-3710	Water Sales	\$807.79	1/12/2026	water dept -	1 9 26 RCT
16935 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/12/2026	water dept -	1 9 26 RCT
16935 R	605-43160-3740	Electricity Sales	\$16.00	1/12/2026	EU -	1 9 26 RCT
16935 R	606-49450-3728	Sewer Replacement Fund	\$27.08	1/12/2026	SRF -	1 9 26 RCT
16935 R	602-49450-3720	Sewer Sales	\$825.81	1/12/2026	sewer -	1 9 26 RCT
16935 R	607-41000-3710	Storm Sewer Sales	\$28.80	1/12/2026	SW -	1 9 26 RCT
16936 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/12/2026	water dept -	1 12 26 rct3
16936 R	607-41000-3710	Storm Sewer Sales	\$0.00	1/12/2026	SW -	1 12 26 rct3
16936 R	602-49450-3720	Sewer Sales	\$76.33	1/12/2026	sewer -	1 12 26 rct3
16936 R	605-43160-3740	Electricity Sales	\$0.00	1/12/2026	EU -	1 12 26 rct3
16936 R	601-49400-3710	Water Sales	\$73.13	1/12/2026	water dept -	1 12 26 rct3
16936 R	606-49450-3728	Sewer Replacement Fund	\$0.01	1/12/2026	SRF -	1 12 26 rct3
16937 R	602-49450-3720	Sewer Sales	\$139.99	1/12/2026	sewer -	1 9 26 rct4
16937 R	601-49400-3710	Water Sales	\$138.37	1/12/2026	water dept -	1 9 26 rct4
16937 R	606-49450-3728	Sewer Replacement Fund	\$6.24	1/12/2026	SRF -	1 9 26 rct4
16937 R	607-41000-3710	Storm Sewer Sales	\$0.00	1/12/2026	SW -	1 9 26 rct4
16937 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/12/2026	water dept -	1 9 26 rct4
16937 R	605-43160-3740	Electricity Sales	\$2.00	1/12/2026	EU -	1 9 26 rct4
16939 R	101-41000-3500	Fines and Forfeits	\$59.99	1/12/2026	general -	1 12 26 rct2
16940 R	101-41000-3340	Electric Permits	\$14.00	1/15/2026	G - #1164 REMAINING BALANCE	1 13 26 rct
16941 R	607-41000-3710	Storm Sewer Sales	\$0.00	1/12/2026	SW -	1 12 26 rct
16941 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/12/2026	water dept -	1 12 26 rct
16941 R	602-49450-3720	Sewer Sales	\$270.94	1/12/2026	sewer -	1 12 26 rct
16941 R	450-42270-3623	Contributions and Donations	\$2,000.00	1/15/2026	FD - CLUB ALMAR MEAT RAFFLE	1 13 26 rct
16941 R	606-49450-3728	Sewer Replacement Fund	\$11.78	1/12/2026	SRF -	1 12 26 rct
16941 R	605-43160-3740	Electricity Sales	\$4.90	1/12/2026	EU -	1 12 26 rct
16941 R	601-49400-3710	Water Sales	\$282.60	1/12/2026	water dept -	1 12 26 rct
16942 R	602-49450-3720	Sewer Sales	\$3,494.70	1/15/2026	sewer -	1 13 26 rct
16942 R	606-49450-3728	Sewer Replacement Fund	\$113.80	1/15/2026	SRF -	1 13 26 rct
16942 R	605-43160-3740	Electricity Sales	\$52.00	1/15/2026	EU -	1 13 26 rct
16942 R	601-49400-3130	General Sales and Use Tax	\$28.30	1/15/2026	water dept -	1 13 26 rct
16942 R	601-49400-3710	Water Sales	\$3,467.06	1/15/2026	water dept -	1 13 26 rct
16942 R	607-41000-3710	Storm Sewer Sales	\$1,106.40	1/15/2026	SW -	1 13 26 rct
16943 R	101-41000-3225	Park Shelter Rental	\$175.00	1/15/2026	G - HL	1 14 26 RCT
16943 R	101-41000-3103	Sales Tax	\$7.88	1/15/2026	general - shelter rental tax	1 14 26 RCT
16944 R	605-43160-3740	Electricity Sales	\$6.00	1/15/2026	EU -	1 13 26 RCT2
16944 R	601-49400-3710	Water Sales	\$214.28	1/15/2026	water dept -	1 13 26 RCT2
16944 R	606-49450-3728	Sewer Replacement Fund	\$8.63	1/15/2026	SRF -	1 13 26 RCT2
16944 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/15/2026	water dept -	1 13 26 RCT2
16944 R	607-41000-3710	Storm Sewer Sales	\$0.00	1/15/2026	SW -	1 13 26 RCT2
16944 R	602-49450-3720	Sewer Sales	\$218.84	1/15/2026	sewer -	1 13 26 RCT2
16945 R	101-41000-3340	Electric Permits	\$81.00	1/15/2026	G - #21-0101	1 14 26 RCT
16946 R	601-49400-3710	Water Sales	\$0.00	1/15/2026	water dept -	1 15 26 rct2
16946 R	607-41000-3710	Storm Sewer Sales	\$28.80	1/15/2026	SW -	1 15 26 rct2

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16946 R	602-49450-3720	Sewer Sales	\$0.00	1/15/2026	sewer -	1 15 26 rct2
16946 R	606-49450-3728	Sewer Replacement Fund	\$0.00	1/15/2026	SRF -	1 15 26 rct2
16946 R	605-43160-3740	Electricity Sales	\$0.00	1/15/2026	EU -	1 15 26 rct2
16946 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/15/2026	water dept -	1 15 26 rct2
16948 R	601-49400-3710	Water Sales	\$992.36	1/15/2026	water dept -	1 14 26 RCT
16948 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/15/2026	water dept -	1 14 26 RCT
16948 R	605-43160-3740	Electricity Sales	\$20.20	1/15/2026	EU -	1 14 26 RCT
16948 R	606-49450-3728	Sewer Replacement Fund	\$30.92	1/15/2026	SRF -	1 14 26 RCT
16948 R	607-41000-3710	Storm Sewer Sales	\$172.60	1/15/2026	SW -	1 14 26 RCT
16948 R	602-49450-3720	Sewer Sales	\$1,009.46	1/15/2026	sewer -	1 14 26 RCT
16949 R	605-43160-3740	Electricity Sales	\$4.00	1/15/2026	EU -	1 14 26 RCT2
16949 R	601-49400-3710	Water Sales	\$247.13	1/15/2026	water dept -	1 14 26 RCT2
16949 R	606-49450-3728	Sewer Replacement Fund	\$10.90	1/15/2026		1 14 26 RCT2
16949 R	602-49450-3720	Sewer Sales	\$246.95	1/15/2026	sewer -	1 14 26 RCT2
16949 R	607-41000-3710	Storm Sewer Sales	\$28.80	1/15/2026	SW -	1 14 26 RCT2
16949 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/15/2026	water dept -	1 14 26 RCT2
16950 R	601-49400-3715	Water Connect/Reconnect Fe	\$75.00	1/15/2026	WATER - Terdora Hundely	1.15.26 RCT
16951 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/15/2026	water dept -	1.15.26 RCT
16951 R	601-49400-3710	Water Sales	\$1,121.19	1/15/2026	water dept -	1.15.26 RCT
16951 R	607-41000-3710	Storm Sewer Sales	\$287.20	1/15/2026	SW -	1.15.26 RCT
16951 R	602-49450-3720	Sewer Sales	\$1,026.06	1/15/2026	sewer -	1.15.26 RCT
16951 R	606-49450-3728	Sewer Replacement Fund	\$26.28	1/15/2026	SRF -	1.15.26 RCT
16951 R	605-43160-3740	Electricity Sales	\$26.74	1/15/2026	EU -	1.15.26 RCT
16952 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/15/2026	water dept -	1 15 26 rct3
16952 R	605-43160-3740	Electricity Sales	\$14.17	1/15/2026	EU -	1 15 26 rct3
16952 R	606-49450-3728	Sewer Replacement Fund	\$10.11	1/15/2026	SRF -	1 15 26 rct3
16952 R	602-49450-3720	Sewer Sales	\$366.64	1/15/2026	sewer -	1 15 26 rct3
16952 R	607-41000-3710	Storm Sewer Sales	\$0.00	1/15/2026	SW -	1 15 26 rct3
16952 R	601-49400-3710	Water Sales	\$355.93	1/15/2026	water dept -	1 15 26 rct3
16954 R	601-49400-3130	General Sales and Use Tax	\$15.63	1/21/2026	water dept -	1 16 26 RCT
16954 R	607-41000-3710	Storm Sewer Sales	\$144.00	1/21/2026	SW -	1 16 26 RCT
16954 R	602-49450-3720	Sewer Sales	\$938.02	1/21/2026	sewer -	1 16 26 RCT
16954 R	606-49450-3728	Sewer Replacement Fund	\$33.07	1/21/2026	SRF -	1 16 26 RCT
16954 R	605-43160-3740	Electricity Sales	\$12.28	1/21/2026	EU -	1 16 26 RCT
16954 R	601-49400-3710	Water Sales	\$925.36	1/21/2026	water dept -	1 16 26 RCT
16955 R	101-41000-3103	Sales Tax	\$7.88	1/21/2026	general - shelter rental tax	1 21 26 RCT
16955 R	101-41000-3225	Park Shelter Rental	\$150.00	1/21/2026	G - PARK RENTAL	1 21 26 RCT
16956 R	602-49450-3720	Sewer Sales	\$47.86	1/27/2026	sewer -	1 22 26 RCT4
16956 R	607-41000-3710	Storm Sewer Sales	\$0.00	1/27/2026	SW -	1 22 26 RCT4
16956 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/27/2026	water dept -	1 22 26 RCT4
16956 R	605-43160-3740	Electricity Sales	\$2.00	1/27/2026	EU -	1 22 26 RCT4
16956 R	606-49450-3728	Sewer Replacement Fund	\$2.16	1/27/2026	SRF -	1 22 26 RCT4
16956 R	601-49400-3710	Water Sales	\$47.44	1/27/2026	water dept -	1 22 26 RCT4
16958 R	601-49400-3710	Water Sales	\$134.83	1/21/2026	water dept -	1 20 26 RCT
16958 R	601-49400-3130	General Sales and Use Tax	\$0.00	1/21/2026	water dept -	1 20 26 RCT
16958 R	605-43160-3740	Electricity Sales	\$4.00	1/21/2026	EU -	1 20 26 RCT
16958 R	606-49450-3728	Sewer Replacement Fund	\$5.56	1/21/2026	SRF -	1 20 26 RCT
16958 R	602-49450-3720	Sewer Sales	\$136.87	1/21/2026	sewer -	1 20 26 RCT
16958 R	607-41000-3710	Storm Sewer Sales	\$0.00	1/21/2026	SW -	1 20 26 RCT
16959 R	607-41000-3710	Storm Sewer Sales	\$0.00	1/21/2026	SW -	1 16 26 RCT2

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16959R	606-49450-3728	Sewer Replacement Fund	\$10.49	1/21/2026	SRF -	1 16 26 RCT2
16959R	605-43160-3740	Electricity Sales	\$12.20	1/21/2026	EU -	1 16 26 RCT2
16959R	601-49400-3710	Water Sales	\$257.82	1/21/2026	water dept -	1 16 26 RCT2
16959R	601-49400-3130	General Sales and Use Tax	\$0.00	1/21/2026	water dept -	1 16 26 RCT2
16959R	602-49450-3720	Sewer Sales	\$263.23	1/21/2026	sewer -	1 16 26 RCT2
16961R	606-49450-3728	Sewer Replacement Fund	\$0.96	1/27/2026	SRF -	1 22 26 RCT4
16961R	607-41000-3710	Storm Sewer Sales	\$28.80	1/27/2026	SW -	1 22 26 RCT4
16961R	602-49450-3720	Sewer Sales	\$38.17	1/27/2026	sewer -	1 22 26 RCT4
16961R	601-49400-3710	Water Sales	\$36.56	1/27/2026	water dept -	1 22 26 RCT4
16961R	601-49400-3130	General Sales and Use Tax	\$0.00	1/27/2026	water dept -	1 22 26 RCT4
16961R	605-43160-3740	Electricity Sales	\$2.00	1/27/2026	EU -	1 22 26 RCT4
16963R	101-41000-3221	Building Permits	\$126.00	1/27/2026	G - H & S HEATING 2118 RENA CI	1 22 26 RCT4
16964R	101-41000-3225	Park Shelter Rental	\$150.00	1/27/2026	G - HEINEN	1 22.26 RCT
16964R	101-41000-3103	Sales Tax	\$7.88	1/27/2026	general - shelter rental tax	1 22.26 RCT
16965R	101-41000-3221	Building Permits	\$126.00	1/27/2026	G - MONARCH HOME #26-00006	1 22.26 RCT
16966R	606-49450-3728	Sewer Replacement Fund	\$0.00	1/21/2026	SRF -	1 21 26 RCT2
16966R	605-43160-3740	Electricity Sales	\$0.00	1/21/2026	EU -	1 21 26 RCT2
16966R	601-49400-3130	General Sales and Use Tax	\$0.00	1/21/2026	water dept -	1 21 26 RCT2
16966R	601-49400-3710	Water Sales	\$0.00	1/21/2026	water dept -	1 21 26 RCT2
16966R	602-49450-3720	Sewer Sales	\$0.00	1/21/2026	sewer -	1 21 26 RCT2
16966R	607-41000-3710	Storm Sewer Sales	\$28.80	1/21/2026	SW -	1 21 26 RCT2
16967R	450-41000-3340	Cable TV Franchise Fee	\$559.40	1/27/2026	cip - midco franchise fee	1 22 26 RCT2
16968R	607-41000-3710	Storm Sewer Sales	\$259.20	1/27/2026	SW -	1 22 26 RCT2
16968R	602-49450-3720	Sewer Sales	\$2,320.87	1/27/2026	sewer -	1 22 26 RCT2
16968R	606-49450-3728	Sewer Replacement Fund	\$89.33	1/27/2026	SRF -	1 22 26 RCT2
16968R	605-43160-3740	Electricity Sales	\$41.96	1/27/2026	EU -	1 22 26 RCT2
16968R	601-49400-3710	Water Sales	\$2,302.02	1/27/2026	water dept -	1 22 26 RCT2
16968R	601-49400-3130	General Sales and Use Tax	\$27.76	1/27/2026	water dept -	1 22 26 RCT2
16969R	101-41000-3221	Building Permits	\$207.00	1/27/2026	G - Neighborhood Plumbing & Heati	1 26 26 RCT2
16970R	606-49450-3728	Sewer Replacement Fund	\$4.54	1/27/2026	SRF -	1 22 26 RCT3
16970R	602-49450-3720	Sewer Sales	\$158.53	1/27/2026	sewer -	1 22 26 RCT3
16970R	601-49400-3130	General Sales and Use Tax	\$0.00	1/27/2026	water dept -	1 22 26 RCT3
16970R	601-49400-3710	Water Sales	\$153.21	1/27/2026	water dept -	1 22 26 RCT3
16970R	607-41000-3710	Storm Sewer Sales	\$0.00	1/27/2026	SW -	1 22 26 RCT3
16970R	605-43160-3740	Electricity Sales	\$5.84	1/27/2026	EU -	1 22 26 RCT3
16972R	606-49450-3728	Sewer Replacement Fund	\$16.90	1/27/2026	SRF -	1 26 26 RCT
16972R	602-49450-3720	Sewer Sales	\$411.43	1/27/2026	sewer -	1 26 26 RCT
16972R	605-43160-3740	Electricity Sales	\$14.51	1/27/2026	EU -	1 26 26 RCT
16972R	601-49400-3130	General Sales and Use Tax	\$0.00	1/27/2026	water dept -	1 26 26 RCT
16972R	601-49400-3710	Water Sales	\$456.35	1/27/2026	water dept -	1 26 26 RCT
16972R	602-49450-3720	Sewer Sales	\$1,081.85	1/27/2026	sewer -	1 22 26 RCT
16972R	601-49400-3130	General Sales and Use Tax	\$21.05	1/27/2026	water dept -	1 22 26 RCT
16972R	601-49400-3710	Water Sales	\$1,089.56	1/27/2026	water dept -	1 22 26 RCT
16972R	606-49450-3728	Sewer Replacement Fund	\$45.59	1/27/2026	SRF -	1 22 26 RCT
16972R	607-41000-3710	Storm Sewer Sales	\$115.20	1/27/2026	SW -	1 22 26 RCT
16972R	607-41000-3710	Storm Sewer Sales	\$115.20	1/27/2026	SW -	1 26 26 RCT
16972R	605-43160-3740	Electricity Sales	\$24.33	1/27/2026	EU -	1 22 26 RCT
16973R	101-41000-3340	Electric Permits	\$136.00	1/29/2026	G - J BECHER #26-103	1 26 26 RCT3
16974R	601-49400-3710	Water Sales	\$306.61	1/27/2026	water dept -	1 23 26 RCT2
16974R	601-49400-3130	General Sales and Use Tax	\$0.00	1/27/2026	water dept -	1 23 26 RCT2

**City of St. Augusta**  
**\*Receipt Book**

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January 2026

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
	16974 R 605-43160-3740	Electricity Sales	\$12.98	1/27/2026		1 23 26 RCT2
	16974 R 606-49450-3728	Sewer Replacement Fund	\$12.02	1/27/2026	SRF -	1 23 26 RCT2
	16974 R 602-49450-3720	Sewer Sales	\$324.62	1/27/2026	sewer -	1 23 26 RCT2
	16974 R 607-41000-3710	Storm Sewer Sales	\$0.00	1/27/2026	SW -	1 23 26 RCT2
	16976 R 101-41000-3221	Building Permits	\$1,049.03	1/29/2026	G - LEADING DESIGN #26-005	1 26 26 RCT3
	16978 R 101-41000-3210	Business Licenses/Permits	\$20.00	1/29/2026	G - ST. MARYS	1 26 26 RCT3
	16979 R 101-41000-3210	Business Licenses/Permits	\$20.00	1/29/2026	G - ST WENDELINS	1 26 26 RCT3
	16980 R 101-41000-3340	Electric Permits	\$144.00	1/29/2026	G - MIDWEST ELECTRIC #26-105	1 26 26 RCT3
	16981 R 101-41000-3340	Electric Permits	\$135.00	1/29/2026	G - TORGORG ELECTRIC 26-104	1 26 26 RCT3
	16982 R 101-41000-3620	Miscellaneous Revenues	\$6,930.44	1/29/2026	G - PROGRESSIVE INSURANCE C	1 26 26 RCT3
	16983 R 101-41000-3221	Building Permits	\$1,134.00	1/29/2026	G -INFINITY HOMES #25-349	1 28 26 RCT
	16984 R 606-49450-3728	Sewer Replacement Fund	\$91.11	1/29/2026	SRF -	1 26 26 RCT3
	16984 R 602-49450-3720	Sewer Sales	\$2,436.73	1/29/2026	sewer -	1 26 26 RCT3
	16984 R 605-43160-3740	Electricity Sales	\$46.26	1/29/2026	EU -	1 26 26 RCT3
	16984 R 601-49400-3130	General Sales and Use Tax	\$6.94	1/29/2026	water dept -	1 26 26 RCT3
	16984 R 601-49400-3710	Water Sales	\$2,410.80	1/29/2026	water dept -	1 26 26 RCT3
	16984 R 607-41000-3710	Storm Sewer Sales	\$115.25	1/29/2026	SW -	1 26 26 RCT3
	16985 R 607-41000-3710	Storm Sewer Sales	\$0.00	1/29/2026	SW -	1 28 26 RCT2
	16985 R 602-49450-3720	Sewer Sales	\$48.50	1/29/2026	sewer -	1 28 26 RCT2
	16985 R 606-49450-3728	Sewer Replacement Fund	\$1.66	1/29/2026	SRF -	1 28 26 RCT2
	16985 R 605-43160-3740	Electricity Sales	\$2.00	1/29/2026	EU -	1 28 26 RCT2
	16985 R 601-49400-3130	General Sales and Use Tax	\$0.00	1/29/2026	water dept -	1 28 26 RCT2
	16985 R 601-49400-3710	Water Sales	\$39.19	1/29/2026	water dept -	1 28 26 RCT2
	16986 R 101-41000-3103	Sales Tax	\$7.88	1/29/2026	general - shelter rental tax	1 28 26 RCT
	16986 R 101-41000-3225	Park Shelter Rental	\$150.00	1/29/2026	G - KIFF PARK	1 28 26 RCT
	16987 R 101-41000-3340	Electric Franchise Fee	\$5,431.00	1/27/2026	G - STEARNS ELECTRIC DEC 25	1 23 26 RCT3
	16988 R 351-47000-3100	General Property Taxes	\$115.32	1/27/2026	ds	1 23 26 RCT4
	16988 R 603-43254-3720	Sewer Special Assessments	\$1,155.10	1/27/2026	sac	1 23 26 RCT4
	16988 R 450-41000-3100	General Property Taxes	\$4,620.38	1/27/2026	cip	1 23 26 RCT4
	16988 R 101-41000-3100	General Property Taxes	\$4,273.85	1/27/2026	g	1 23 26 RCT4
	16988 R 607-41000-3710	Storm Sewer Sales	\$231.20	1/27/2026	storm	1 23 26 RCT4
	16988 R 603-43254-3710	Water Special Assessments	\$1,155.10	1/27/2026	wac	1 23 26 RCT4
	16989 R 101-41000-3221	Building Permits	\$207.00	1/29/2026	G - MECH ENG. BUILDING PERMIT	1 28 26 RCT
	16990 R 601-49400-3710	Water Sales	\$232.61	1/29/2026	water dept -	1 27 26 RCT
	16990 R 602-49450-3720	Sewer Sales	\$241.16	1/29/2026	sewer -	1 27 26 RCT
	16990 R 606-49450-3728	Sewer Replacement Fund	\$3.26	1/29/2026	SRF -	1 27 26 RCT
	16990 R 607-41000-3710	Storm Sewer Sales	\$0.00	1/29/2026	SW -	1 27 26 RCT
	16990 R 605-43160-3740	Electricity Sales	\$6.19	1/29/2026	EU -	1 27 26 RCT
	16990 R 601-49400-3130	General Sales and Use Tax	\$0.00	1/29/2026	water dept -	1 27 26 RCT
	16991 R 601-49400-3710	Water Sales	\$253.58	1/29/2026	water dept -	1 28 26 RCT
	16991 R 605-43160-3740	Electricity Sales	\$0.00	1/29/2026	EU -	1 28 26 RCT
	16991 R 606-49450-3728	Sewer Replacement Fund	\$8.20	1/29/2026	SRF -	1 28 26 RCT
	16991 R 602-49450-3720	Sewer Sales	\$256.54	1/29/2026	sewer -	1 28 26 RCT
	16991 R 607-41000-3710	Storm Sewer Sales	\$0.00	1/29/2026	SW -	1 28 26 RCT
	16991 R 101-41000-3180	State Fire Training	\$650.00	1/29/2026	G - MN FIRE TRAINING	1 27 26 RCT2
	16991 R 601-49400-3130	General Sales and Use Tax	\$0.00	1/29/2026	water dept -	1 28 26 RCT
	16992 R 101-41000-3221	Building Permits	\$126.00	1/29/2026	G - ALEX SCHMITZ #26-010	1 29 26 rct
	16993 R 101-41000-3340	Electric Permits	\$136.00	1/29/2026	G - GRUBER ELEC #26-107	1 29 26 rct
	16994 R 450-41130-3103	Gravel Tax	\$517.11	1/29/2026	CIP - GRAVEL TAX	1 29 26 RCT2
	1.695E+09 R 601-49400-3710	Water Sales	\$6,018.36	1/21/2026	water dept -	1 21 26 RCT

**City of St. Augusta**  
**\*Receipt Book**

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January 2026

Refer	Account	Last Dim Descr	Amount	Tran Date	Comments	Batch Name
	1.695E+09 R 601-49400-3130	General Sales and Use Tax	\$55.30	1/21/2026	water dept -	1 21 26 RCT
	1.695E+09 R 605-43160-3740	Electricity Sales	\$80.27	1/21/2026	EU -	1 21 26 RCT
	1.695E+09 R 606-49450-3728	Sewer Replacement Fund	\$247.26	1/21/2026	SRF -	1 21 26 RCT
	1.695E+09 R 602-49450-3720	Sewer Sales	\$6,245.91	1/21/2026	sewer -	1 21 26 RCT
	1.695E+09 R 607-41000-3710	Storm Sewer Sales	\$317.60	1/21/2026	SW -	1 21 26 RCT
<i>Grand Total</i>			\$125,780.74			

**MINUTES OF THE CITY COUNCIL  
WORKSHOP MEETING  
ST. AUGUSTA, MINNESOTA  
January 20, 2026**

**CALL TO ORDER:** The meeting was called to order by Mayor Schmitz at 7:00 PM with the Pledge of Allegiance.

**PRESENT:** Mayor Schmitz, Council Members, Hommerding, Genereux, Backes and Skaalerud; Interim Admin Claussen, Commission Members: Shea, Ahman, Kraemer, and Christin, Mike Couri, Robin Coffman, Shannon Sweeney, Bill McCabe.

**OTHERS PRESENT:** Rodney Atkinson, Margaret Webb, Utley Krohnenberg, Jim Tomozk

**CONSENT AGENDA:** **A motion was made by Mr. Backes, seconded by Mr. Hommerding to approve the consent agenda. Motion carried unanimously.**

The following items were approved with the consent agenda:

Bills Payable dated January 7 to 20th for ePayments #25483e – 25488e and Checks #28782-28807.

City Council Workshop Agenda, January 20, 2026

**SHANNON SWEENEY W/DAVID DROWN:**

Mr. Sweeney discussed Capital Improvement Planning for upcoming projects. He said the city was in a good position as they didn't need to bond for upcoming projects. He recommended the following timeline for upcoming projects.

2026 – 238<sup>th</sup> St/Gaberdine/240<sup>th</sup> St Road/Trail

2028 28<sup>th</sup> Ave/215<sup>th</sup> St

2029 – Vienna Hills, Go-Ann Homesite, & Starlight Acres

**A motion was made to approve David Drown's schedule of road projects proposal by Mr. Genereux, seconded by Backes. Motion carried unanimously.**

**BOLTON & MENK PROPOSAL FOR PROCESS IMPROVEMENTS FOR 2026:**

Mrs. Coffman discussed projects she's been working on since the meeting she had with Mr. Schmitz and Mrs. Claussen. Including and Inquiry tracker, application checklists, website content. Council members approved up the items she listed and thought they would be helpful for residents and staff.

**GROUP DISCUSSION TO UPDATE ORDINANCES:**

Mr. Couri discussed several ordinances and zoning items that could be cleaned up. Including:

- Deleting all farmstead references as the term is vaguely defined and serves no purpose.
- Section 44.04 – delete farmstead and move “farm with animals when a lot is greater than 5 acres in area” to its own category
- Delete tract and replace with lot or define tract as a lot assigned one PID number
- Split Accessory Structure and Accessory Use into two definitions
- Principal building needs a clearer definition and primary building, primary has not been defined
- Section 15.01.C how do we distinguish between what is a principal building and what is not on a farm.

Mrs. Coffman discussed the following items:

- Section 3 procedures could be simplified especially conditions and requirements
- Recommends taking out Section 6 administrative permits.
- Section 10 could be simplified and made easier to understand
- Section 16 recommends scale back exterior treatments for commercial and industrial buildings and eliminating minimum square footage and dimensions for housing –  
the council discussed this and they may not want to eliminate the min square footage requirements as they may want to restrict some smaller building type homes
- Section 25, recommended differentiating between permitted and interim home occupations

Mr. Couri discussed eliminating Ordinance 2022-06 as we can no longer enforce due to state law.

Mr. Couri recommended amending Ordinance 2025-02 any section referring to low potency hemp as we cannot enforce them due to state law.

**A motion was made to amend ordinance # by Mr. Hommerding , seconded by Mr. Backes. Motion carried unanimously.**

#### **COUNCIL PURVIEW:**

Brent offered pictures of the machine St. Cloud uses to move snow on the Beaver Island Trail.

Mr. Schmitz has been asked about a city-wide clean-up day. Mrs. Claussen will check to see if May 30 or June 6 will work best and get back to the council.

#### **CLERKS REPORT:**

MIDCO will start charging \$1 per month per email. Just taking a count as to who still uses their Midco email address. Everyone but Jeff does not use it.

**ADJOURNMENT:** **A motion was made to adjourn at 8:34 pm by Mr. Hommerding and seconded by Mr. Genereux.**

Approved this 2<sup>nd</sup> day of February 4<sup>th</sup>, 2026.

---

Jeff Schmitz, Mayor

Attest:

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Kim Claussen, Interim Clerk/Administrator



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 Church of St. Wendelin	Date of organization	Tax exempt number	
Organization Address (No PO Boxes) 22714 State Highway 15	City St. Augusta	State Minnesota	Zip Code 56301
Name of person making application Father Erik Lundgren	Business phone 320-252-1799	Home phone	
Date(s) of event March 14, 2026	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit	Small Brewer	
Organization officer's name Father Erik Lundgren	City St. Augusta	State Minnesota	Zip Code 56301
Organization officer's name _____	City _____	State Minnesota	Zip Code _____
Organization officer's name _____	City _____	State Minnesota	Zip Code _____

Location where permit will be used. If an outdoor area, describe.  
Church Hall, 22714 State Highway 15, St. Augusta, MN 56301

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 of St. Augusta _____ City or County approving the license _____ \$20 Fee Amount _____	February 4, 2026 _____ Date Approved _____ March 14, 2026 Permit Date _____
Event in conjunction with a community festival <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No 3800 Current population of city _____	kclausen@staugustamn.gov _____ City or County E-mail Address _____

Please Print Name of City Clerk or County Official

*Kim Clausen*  
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**



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 Church of St. Wendelin	Date of organization	Tax exempt number	
Organization Address (No PO Boxes) 22714 State Highway 15	City St. Augusta	State Minnesota	Zip Code 56301
Name of person making application Father Erik Lundgren	Business phone 320-252-1799	Home phone	
Date(s) of event April 11, 2026	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit	Small Brewer	
Organization officer's name Father Erik Lundgren	City St. Augusta	State Minnesota	Zip Code 56301
Organization officer's name _____	City _____	State Minnesota	Zip Code _____
Organization officer's name _____	City _____	State Minnesota	Zip Code _____

Location where permit will be used. If an outdoor area, describe.  
Church Hall, 22714 State Highway 15, St. Augusta, MN 56301

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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 of St. Augusta City or County approving the license	February 4, 2026 Date Approved
\$20 Fee Amount	April 11, 2026 Permit Date
Event in conjunction with a community festival _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	kclausen@staugustamn.gov City or County E-mail Address
3800 Current population of city	

Please Print Name of City Clerk or County Official

**CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event**

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*Kim Clausen*

Signature City Clerk or County Official



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 St. Mary HOC	Date of organization 1873	Tax exempt number	
Organization Address (No PO Boxes) 24588 COUNTY ROAD 7	City ST. AUGUSTA	State Minnesota	Zip Code 56301
Name of person making application FATHER ERIK LUNDGREN	Business phone 320-252-1799	Home phone	
Date(s) of event JUNE 28TH, 2026	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit	<input type="checkbox"/> Small Brewer	
Organization officer's name FATHER ERICK LUNDGREN	City ST. AUGUSTA	State Minnesota	Zip Code 56301
Organization officer's name [ ]	City [ ]	State Minnesota	Zip Code [ ]
Organization officer's name [ ]	City [ ]	State Minnesota	Zip Code [ ]

Location where permit will be used. If an outdoor area, describe.  
CHURCH GROUNDS 24588 COUNTY ROAD 7, ST. AUGUSTA, MN 56301

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 OF ST. AUGUSTA

2/4/2026

City or County approving the license

Date Approved

\$20

Fee Amount

Jun 28, 2026

Permit Date

Event in conjunction with a community festival  Yes  No

KCLAUSSEN@STAUGUSTAMN.GOV

3800

City or County E-mail Address

Current population of city

*Kim Clausen*

Please Print Name of City Clerk or County Official

*Kim Clausen*

Signature City Clerk or County Official

**CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event**

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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 ST. WENDELIN PARISH	Date of organization	Tax exempt number	
Organization Address (No PO Boxes) 22714 STATE HIGHWAY 15	City ST. AUGUSTA	State Minnesota	Zip Code 56301
Name of person making application FATHER ERIK LUNDGREN	Business phone 320-252-1799	Home phone	
Date(s) of event JULY 26, 2026	Type of organization <input type="checkbox"/> Microdistillery <input type="checkbox"/> Club <input type="checkbox"/> Charitable <input checked="" type="checkbox"/> Religious <input type="checkbox"/> Other non-profit	Small Brewer	
Organization officer's name FATHER ERICK LUNDGREN	City ST. AUGUSTA	State Minnesota	Zip Code 56301
Organization officer's name	City	State	Zip Code
Organization officer's name	City	State	Zip Code
Organization officer's name	City	State	Zip Code

Location where permit will be used. If an outdoor area, describe.  
CHURCH GROUNDS 22714 STATE HIGHWAY 15, ST. AUGUSTA, MN 56301

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 OF ST. AUGUSTA

2/4/2026

City or County approving the license

Date Approved

\$20

Jul 26, 2026

Fee Amount

Permit Date

Event in conjunction with a community festival  Yes  No

KCLAUSSEN@STAUGUSTAMN.GOV

3800

City or County E-mail Address

Current population of city

Kim Clausen  
Please Print Name of City Clerk or County Official

Kim Clausen  
Signature City Clerk or County Official

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CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US**

[kclausen@staugustamn.gov](mailto:kclausen@staugustamn.gov)

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**From:** mnsku@notifications.rschooltoday.com  
**Sent:** Monday, January 12, 2026 7:12 AM  
**To:** kclausen@staugustamn.gov  
**Subject:** Confirmation of your Registration for 2026 MCFOA Annual Conference - New City Clerk Orientation & Election Administration

Hi KIM,

This email is a confirmation of your registration for 2026 MCFOA Annual Conference - New City Clerk Orientation & Election Administration.

Here are the details for the class:

Registrant(s): KIM CLAUSSEN

***We will be using the Whova Conference App again in 2026. The app will not be available to you until after registration closes on March 3rd. Stay tuned for an email from Kassidi Andres with instructions.***

Class Name: 2026 MCFOA Annual Conference - New City Clerk Orientation & Election Administration

Class # - ID - Section: MCFOA- 217885- 2026.5

Program: St. Cloud State University

Dates and times:

3/24/2026 9:00 AM - 4:00 PM :-

Class cost: \$100.00

Paid (for this item): **\$100.00**

Total Paid (for all items): **\$510.00**

Payment Type : XXXX-

Date Registered : 1/12/2026

[View Receipt](#)

Location:

**Heritage Center**

6155 Earle Brown Dr  
Brooklyn Center, MN 55430  
763-569-6300

Cancellations/Refunds

- Fees will be refunded (less a \$25 service fee) only if cancellation is received via email ([PACE@stcloudstate.edu](mailto:PACE@stcloudstate.edu)) by March 3, 2026.
- No refunds will be provided after March 3, 2026. (If you do not attend, a refund will not be provided)

If you have any questions about this registration, please contact us.

Thank you,  
Roxann Neu

Professional and Continuing Education (PACE)  
**St. Cloud State University**  
320-308-4962

# Agenda – Whova app will include a detailed schedule, menu, & IIMC points

## TUESDAY - March 24, 2026 (Pre-Conference)

8:00-9:00 am Continental Breakfast  
8:00-9:00 am Pre-Conference Check-In  
9:00-3:00 pm Athenian Dialogue: "Juliette Gordon Low: The Remarkable Founder of the Girl Scouts"  
9:00-4:00 pm New City Clerk Orientation & Election Administration  
12:00-12:30 Lunch  
2:30-2:45 pm Afternoon Break  
4:30-5:30 pm Board Meeting (Board Only)  
4:30-7:00 pm Conference Check-In  
5:30-6:30 pm President's Reception

## WEDNESDAY - March 25, 2026 (Day 1)

7:30-8:30 am Conference Check-In and Continental Breakfast  
8:00-8:30 am First Time Attendee Welcome Breakfast  
8:30-8:45 am Welcome Ceremony  
8:45-10:00 am Opening Keynote: Michael Hingson  
10:00-10:15 Morning Break  
10:15-11:30 Concurrent Sessions #1 (CHOOSE ONE)  
1. Going Beyond the Ashes of Change  
2. Council Staff Relations  
3. Mental Health – Burnout in the Workplace  
4. So...You're Also Doing Communications?  
11:30-2:30 Vendor Show & Silent Auction  
12:00-1:00 pm Attendee Lunch (Vendors @ 11:00)  
1:30-2:30 pm Door Prizes Called  
2:45-3:00 pm Afternoon Break  
3:00 pm Silent Auction Payments Due  
3:00-4:15 pm Concurrent Sessions #2 (CHOOSE ONE)  
5. Small Cities Round Table Discussion  
6. Charitable Gambling: In a Nutshell  
7. Parliamentary Procedure (Minutes)  
8. MN Paid Family & Medical Leave  
4:20-5:20 pm Nominations & Interviews  
4:30-7:30 pm Cocktail Hour | Light Apps | DJ Entertainment  
7:30 pm IIMC & MCFOA Conference Drawing  
7:45 pm Dinner ON OWN

## THURSDAY - March 26, 2026 (Day 2)

8:00-9:00 am Conference Check-In | Hot Breakfast Buffet  
9:00-9:45 am Business Meeting & Oath of Office  
9:45-10:00 am Morning Break  
10:00-11:15 Elections with **Secretary of State, Steve Simon**  
11:15-11:30 Morning Break  
11:30-12:45 Concurrent Sessions #3 (CHOOSE ONE)  
9. Budgeting Best Practices and Understanding Reserves  
10. Candidate Filing  
11. Stamp, Sign, Repeat: Notary Basics  
12. From First Look to First Day: Crafting City Employee Packets that Shine  
12:45-1:45 pm Awards Luncheon  
1:45-3:00 pm Concurrent Sessions #4 (CHOOSE ONE)  
13. Elections Updates – REPEAT SESSION  
14. Cannabis Legislative Updates – REPEAT SESSION  
15. AI for City Clerks – REPEAT SESSION  
16. Elections Advisory Committee Round Table  
3:00-3:15 pm Afternoon Break  
3:15-4:30 pm Concurrent Sessions #5 (CHOOSE ONE)  
17. Elections Updates – REPEAT SESSION  
18. Cannabis Legislative Updates – REPEAT SESSION  
19. AI for City Clerks – REPEAT SESSION  
20. Write it Right: Mastering Staff Reports, Ordinances, and Resolutions  
5:00-5:30 pm Cocktail Hour  
5:30-6:30 pm Pizza & Taco Bar | Pajama OR Super Hero Party  
6:45-7:45 pm Comedy Sportz Entertainment  
7:45-8:00 pm IIMC & MCFOA Conference Drawing

## FRIDAY - March 27, 2026 (Day 3)

8:00-9:00 am Breakfast Buffet  
9:00-10:15 am Concurrent Sessions #6 (CHOOSE ONE)  
21. Healthy Workplace Culture  
22. Website Accessibility  
23. Digital Record Keeping  
24. Laserfiche (Electronic Storage)  
10:15-10:30 am Morning Break  
10:30-11:45 am Closing Keynote: Julie Sampson  
11:45-12:00 Final Announcements & IIMC/MCFOA Drawing  
12:00 pm Adjourn

Charger



Please review the following quote

**MR Quote # 3461193 \$2,455.48**

Quote # DM010819  
Version 1

Prepared for:

**St Augusta Fire Dept**

Joe Kramer  
[joe.kramer@staugustafire.org](mailto:joe.kramer@staugustafire.org)

## MR Quote # 3461193 \$2,455.48

### Prepared by:

**2 - St. Cloud**

Dan McCoy  
(320) 252-1887  
Fax 320-259-5997  
dmccoy@dsccommunications.com

### Prepared for:

**St Augusta Fire Dept**  
1914 250th St  
St Augusta, MN 56301  
Joe Kramer  
(320) 293-5596  
joe.kramer@staugustafire.org

### Quote Information:

**Quote #:** DM010819  
**Version:** 1  
**Delivery Date:** 01/15/2026  
**Expiration Date:** 02/12/2026

Taxes, shipping, handling and other fees may apply. 3% Processing Fee will be accessed on all credit card transactions. Any price quoted for a product is subject to market change, supply disruption, adjustments to foreign exchange rates, and tax reforms, among other causes. We reserve the right to cancel orders arising from pricing or other errors.

**RETURN POLICY.** Any Motorola Sale Equipment returned is subject to a 20% restocking fee. Return requests for Motorola Sale Equipment must be made within 30 days of invoice date for radio equipment, parts and accessories. Non-Motorola Sale Equipment may be subject to a 20% restocking fee or may not be returnable. If any Equipment is inoperable upon delivery, Customer must notify DSC Communications within 14 days of delivery to be eligible for credit or exchange; inoperable Equipment returned after 14 days will be processed as warranty repairs. Only equipment purchased from DSC Communications is accepted for return and must be in new condition. Customized or custom-made equipment, including by way of illustration, custom cabinets, tuned duplexers, computer equipment, software, BDAs and built-to-order repeaters, are not eligible for return. Materials that have been determined to be outside the return policy requirements will be returned to the Customer or disposed of at Customer's expense. Cellular products, including boosters and cellular accessories are subject to the manufacturer's terms.

*Radios*



Please review the following quote

**MR Quote # 3460348 \$30,349.15**

Quote # DM010817  
Version 1

Prepared for:

**St Augusta Fire Dept**

Joe Kramer  
[joe.kramer@staugustafire.org](mailto:joe.kramer@staugustafire.org)

## MR Quote # 3460348 \$30,349.15

### Prepared by:

**2 - St. Cloud**

Dan McCoy  
(320) 252-1887  
Fax 320-259-5997  
dmccoy@dsccommunications.com

### Prepared for:

**St Augusta Fire Dept**  
1914 250th St  
St Augusta, MN 56301  
Joe Kramer  
(320) 293-5596  
joe.kramer@staugustafire.org

### Quote Information:

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**Version:** 1  
**Delivery Date:** 01/15/2026  
**Expiration Date:** 02/12/2026

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### Clarifications & Exclusions - Quotes

#### General Work Terms:

1. All work will be performed during normal business hours - *Monday through Friday, 8:00am to 5:00pm* - unless otherwise agreed upon by both parties.
2. Customer will maintain a clean, safe, and efficient work environment.
3. Permits and associated fees are not included in DSC Communications' proposal pricing. (if applicable)
4. Customer will provide a secured area to store/stage project-related materials.
5. Customer acknowledges that supply-chain and shipping difficulties may result in unavoidable delays/cost increases. Customer agrees to provide DSC with reasonable extensions of time and DSC agrees to make efforts to avoid or minimize delays.
6. Changes to scope of work, or departures from initial planning that arise during or after deployment, will be discussed with customer as a change-order and invoiced appropriately.
7. Returns may be subject to a restocking fee.

#### Customer Responsibilities: (If applicable)

1. Customer will provide current blueprints/floor plans for identification of cabling routes.
2. Where installations use customer-premise wiring or the wiring/cabling is installed by others, all wiring shall be properly installed, free from defects, and capable of supporting the new equipment. Time and materials used to troubleshoot and repair wiring issues may be considered beyond scope and subject to invoicing.
3. Project Manager(s): Customer shall assign project manager(s) to make decisions for equipment installation and placement.
4. Network/Technology Manager: Due to the complexity of network integration practices and security policies, someone empowered to make customer-premise network decisions and verifications must be assigned, and available to the technicians on-site.

#### Exclusions (unless otherwise specifically stated in proposal):

- Electrical work to panels, breakers, or electrical outlets.
- Installation conduit or cable raceway.
- Rental/provision of aerial lifts or scaffolding.
- Interconnections to other devices (such as burglar alarm or fire annunciator panels).
- Vertical or horizontal core drilling holes exceeding 3/4" in diameter or 12" in depth.
- Removal of old wiring or devices.
- Application Programming Interface (API) integration to other network devices.
- Customer-premise network reconfigurations to routers, switches, firewalls, etc.
- Replacement of ceiling tiles, millwork, paint, or other finishing/fine detail that may be disturbed during the normal course of work.

2 - St. Cloud

St Augusta Fire Dept

Signature: \_\_\_\_\_

Name: Dan McCoy

Title: \_\_\_\_\_

Date: 01/15/2026

Signature: \_\_\_\_\_

Name: Joe Kramer

Date: \_\_\_\_\_

Billing Address:  
 ST AUGUSTA, CITY OF  
 1914 250TH ST  
 SAINT AUGUSTA, MN 56301  
 US

Quote Date:01/14/2026  
 Expiration Date:03/15/2026  
 Quote Created By:  
 Dan McCoy  
 dmccoy@dsccommunications.com

End Customer:  
 ST AUGUSTA, CITY OF  
 Joe Kremer  
 joe.kramer@staugustafire.org  
 320-293-5596

## Summary:

Any sales transaction resulting from Motorola's quote is based on and subject to the applicable Motorola Standard Terms and Conditions, notwithstanding terms and conditions on purchase orders or other Customer ordering documents. Motorola Standard Terms and Conditions are found at [www.motorolasolutions.com/product-terms](http://www.motorolasolutions.com/product-terms).

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6000 Series	APX6000 XE				
1	H98UCF9PW6BN	PORTABLE RADIO APX6000 700/800 MODEL 2.5	5	\$3,924.00	\$2,354.40	\$11,772.00
1a	H869BZ	SOFTWARE LICENSE ENH: MULTIKEY	5	\$388.00	\$232.80	\$1,164.00
1b	Q361AR	ADD: P25 9600 BAUD TRUNKING	5	\$353.00	\$211.80	\$1,059.00
1c	QA02006AA	PORTABLE RADIO ENH: APX6000XE RUGGED RADIO	5	\$942.00	\$565.20	\$2,826.00
1d	Q58AL	ADD: 3Y ESSENTIAL SERVICE	5	\$184.00	\$184.00	\$920.00
1e	Q15AK	ADD: AES/DES-XL/DES-OFB ENCRYPTION AND ADP	5	\$941.00	\$564.60	\$2,823.00
1f	H38BT	ADD: SMARTZONE OPERATION	5	\$1,412.00	\$847.20	\$4,236.00
1g	QA09113AB	ADD: BASELINE RELEASE SW	5	\$0.00	\$0.00	\$0.00
1h	QA01427AB	ALT: IMPACT GREEN HOUSING	5	\$30.00	\$18.00	\$90.00
1i	Q806BM	ADD: ASTRO DIGITAL CAI OPERATION	5	\$607.00	\$364.20	\$1,821.00

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
2	PMNN4547A	PORTABLE RADIO BATTERY IMPRES 2 LI-ION TIA4950 R IP68 3100T	5	\$213.15	\$127.89	\$639.45
3	NNTN8860B	CHARGER, DESKTOP SINGLE UNIT IMPRES 2, FAST US/NA	5	\$199.56	\$119.74	\$598.70
4	PMMN4154B	XVE500 DIV 1 REMOTE SPEAKER MIC, HIGH IMPACT GREEN WITH KNOB, UL	5	\$800.00	\$480.00	\$2,400.00

Grand Total

\$30,349.15(USD)

## Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

01/15/2026

To: Motorola Solutions Inc.  
1309 E. Algonquin Rd.  
Schaumburg, IL 60196

Re: Purchase of Motorola radio communications equipment - **MN Contract # 209493**

This letter serves as authorization for Motorola Solutions to place an order for the communications equipment on the attached sheet for a purchase price of \$30,349.15. The City of St Augusta agrees to pay Motorola Solutions for the equipment "Net 30 days upon shipment" to:

City of St Augusta Fire Dept  
1914 250<sup>th</sup> St  
St. Augusta, MN 56301

When Motorola Solutions invoices City of St Augusta, the invoice should reference "**FD APX6000 XE Radios**" and be sent to Joe Kramer at the following address:

City of St Augusta Fire Dept  
1914 250<sup>th</sup> St  
St. Augusta, MN 56301  
(No e-Invoicing)

For taxation purposes, even if tax-exempt, the equipment sold to City of St Augusta will ultimately reside at the following address:

City of St Augusta Fire Dept  
1914 250<sup>th</sup> St  
St. Augusta, MN 56301

Payments can be authorized solely on this document. I submit that I am a duly authorized official of our entity and that my signature makes this a legal and binding document, and that funding has been encumbered for this order.

If you have any questions regarding this order, please feel free to contact Joe Kramer at 320-293-5596 or [joe.kramer@staugustafire.org](mailto:joe.kramer@staugustafire.org).

Sincerely yours,

By: \_\_\_\_\_  
Joe Kramer  
Fire Chief

cc: Dan McCoy



**MACQUEEN™**

**Ship To:** CITY OF ST. AUGUSTA FD  
1914 250TH ST  
ST CLOUD, MN 56301

**Invoice To:** CITY OF ST. AUGUSTA  
1914 250TH ST  
ST CLOUD MN 56301

350 Austin Circle  
Delafield, WI 53018  
(262) 646-5911  
Fax: (262) 646-5912

Branch		
16 - DELAFIELD, WI		
Date	Time	Page
01/07/2026	8:44:42 (O)	1
Account No	Phone No	Est No 01
STAUG001	3206540387	048662
Ship Via	Purchase Order	
BEST WAY	CAL GAS	
Tax ID No		
		Salesperson
		580 / 353

ESTIMATE EXPIRY DATE: 02/06/2026

**PARTS ESTIMATE - NOT AN INVOICE**

<u>Part#</u>	<u>Description</u>	<u>U</u>	<u>Qty</u>	<u>Price</u>	<u>Amount</u>
467895	MSA MODEL RP CAL GAS REG .25LPM FIXED FLOW RATE		1	375.06	375.06
10048280	MSA 34L CAL GAS CYLINDER 1.45% CH4, 15% O2 60PPM CO, 20PPM H2S HAZMAT SHIPPING FEE APPLIES		1	424.25	424.25

Reference Number: 048662-CAL GAS

\*\*FREIGHT NOT INCLUDED\*\*

Subtotal: 799.31

Tax: .00

TOTAL: 799.31

Authorization: \_\_\_\_\_

Gas Meter  
Calibration Kit

**kclausen@staugustamn.gov**

---

**From:** evan bell <evanbell9@gmail.com>  
**Sent:** Tuesday, January 13, 2026 2:49 PM  
**To:** kclausen@staugustamn.gov  
**Subject:** St. Cloud Disc Golf Club Proposal  
**Attachments:** fact-sheet-hidden-lake-YdTe-us-letter.pdf; Hidden Lake proposal draft v.1.docx (5).pdf

Hello,

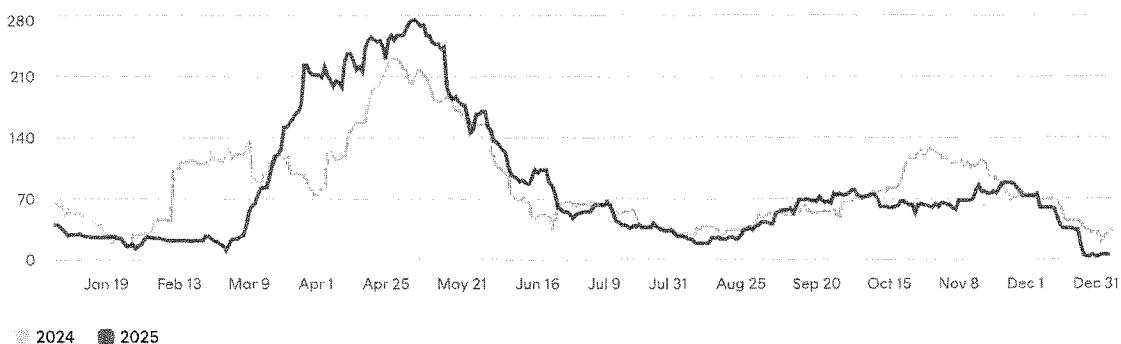
This is Evan Bell, the president of the St. Cloud Disc Golf Club. We spoke on the phone yesterday. Attached to this email are two documents. One is our continuous improvement plan proposal for Hidden Lake Park. The other document offers some data related to disc golf at Hidden Lake. Please let me know there is anything else you need from me prior to the city council meeting on Tuesday, Feb 3rd at 7pm. Thank you for your help.

Sincerely,  
Evan Bell

# Hidden Lake

## Play counts from last year and this year \*

January 1, 2024 to December 29, 2025



## Stats from the past year

December 29, 2024 to December 29, 2025



Play count  
**1,082**



Unique players  
**440**



Recreation hours  
**2,204**



Miles walked  
**2,203**

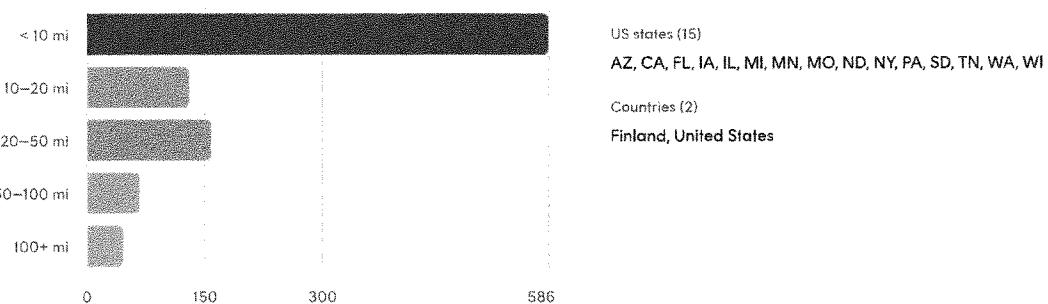


Steps taken  
**4,962,567**



Calories burned \*\*  
**598,331**

## Where players are coming from



## More about disc golf

- There are 16,267 public courses available on UDisc as of February 20, 2025.
- There are disc golf courses in 91 countries.

In 2024 on UDisc:

- 20.1 million rounds of disc golf were played.
- 1.26 million disc golfers used the app.
- 33 million recreation hours were spent on the course.

Stats and information  
powered by



## What is disc golf?

Disc golf is similar to traditional golf, with players throwing discs at metal baskets instead of hitting balls into holes. This lifetime activity offers a low-cost, environmentally friendly form of recreation that is accessible to all ages and skill levels.

## What is UDisc?

UDisc is the leading disc golf app on both Apple and Android devices. Players can find courses, get a map of the course, keep score, track their rounds, find events and much more.

## Where does this data come from?

Everything on this sheet is collected from players that choose to track their disc golf rounds with UDisc. While there are many disc golfers worldwide, the number of players who use UDisc varies by region, so comparing these statistics against local survey data is the best way to extrapolate their findings.

\* Casual rounds, league rounds, and tournament rounds are all included as long as they were tracked with UDisc. Each point on the chart represents the total plays over the previous 28 days.

\*\* Calorie calculation is based off an average adult weight of 150lbs.

Calories burned = MET (3.8) x 3.5 x Weight (68.0389kg) / 200 x hours spent x 60

Herrmann, S.D., et al. (2024). *Journal of Sport and Health Science*, 13(1), 6-12.

Kaminski, J. (n.d.). NASM. [blog.nasm.org/metabolic-equivalents-for-weight-loss](http://blog.nasm.org/metabolic-equivalents-for-weight-loss)

# Disc Golf Hidden Lake Park, St. Augusta:

## Continuous improvement plan

prepared by the *Saint Cloud Disc Golf Club*

To be presented Jan/Feb 2026

Stats from the past year  
December 29, 2024 to December 29, 2025

Stats and information  
powered by



- Trim branches near tee box



Play count

1,082



Unique players

440



Recreation hours

2,204

- Planting new trees



Miles walked

2,203



Steps taken

4,962,567



Calories burned \*\*

598,331

- Brush mow hole two



Miles walked

2,203



Steps taken

4,962,567

- New signs (x8 to x12)

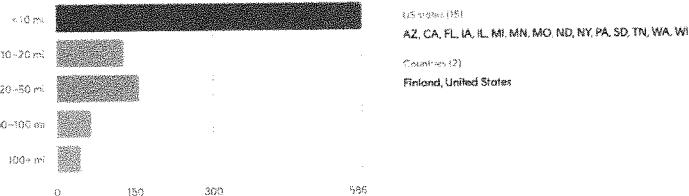
Budget \$400 - \$500

- New sign posts

Budget \$50 - \$100

Total Budget \$600

Where players are coming from



(To be counted in UDisc play count data player must use UDisc scoring app.  
Most recreational players are not using this app. As such reported data can  
be multiplied by x2 – x4 to accurately estimate total play.)

### Hole specific recommendations:

- Hole 2 - mow brush base of hill and left(east) edge of fairway
- Hole 3 - trim edges near tee boxes
- Hole 4 – trim along right of long tee, plant new fairway trees by basket
- Hole 5 - Sign, Long sign Bent, Clear edges of fairway down hill
- Hole 6 - Long sign broke - new sign needed
- Hole 7 – replace long sign, new directional sign pointing to long and short tee boxes placed near paved path, trimming down shrub located near short tee
- Hole 8 - trim left side of fairway
- Hole 9 – replace long tee sign (broken)
- Hole 10- replace long tee sign (broken), fix/rotate short tee sign
- Hole 11 - clean up gap
- Hole 12- rotate short tee sign
- Hole 15 – trim back gap in brush and grass between pond and basket, trim branches and brush back around short tee box
- Hole 16- new sign at long tee
- Hole 17- long tee post needs replacing
- Hole 18 – replace long tee sign

# Valley Green Companies

P.O. Box 263 Sartell, MN 56377

(320) 259-5959



Billing Address

City of St Augusta  
Bill McCabe  
1914 250th St  
Saint Cloud, MN 56301

Service Address

Hidden Lake Park  
Bill McCabe  
23215 43rd Ave  
Saint Augusta, MN 56301

Customer Number: 108080

1/6/2026

VALUED  
CUSTOMER  
PREPAY  
DISCOUNT

Save!

5%

On This Service  
for One Full Year

Expires on 2/12/2026

Thank you for being part of the Valley Green team. We really appreciate your business!  
We guarantee the performance of our programs. If you experience a problem or are dissatisfied please call.

You may experience some weed activity between applications because your applications are spaced further apart,  
thus allowing for weeds to germinate. If you are not satisfied with the color or weed control in your lawn please call  
us. We can recommend an additional application that can be added to your program to help minimize any issues.

Our treatment regimen begins in Late April / Early May after the snow disappears and continues through October.  
Most applications will fall within 5-7 weeks of one another. Please call with any questions.

Valley Green Companies Staff

Please sign, date, and fill out the information below and mail or fax back to our office at your earliest convenience.  
You may also reply to an email with an OK and we will get your program scheduled.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Hm Phone \_\_\_\_\_ Wk Phone \_\_\_\_\_ Cell Phone #1 \_\_\_\_\_  
Cell Phone #2 \_\_\_\_\_ Email \_\_\_\_\_

\*As prices of gasoline fluctuate a fuel surcharge may be applied to your account if not prepaid.

\*\*A cancellation fee equal to 150% an application price will apply if service agreement is cancelled.

	Number of Services	Price Per Service
Liquid Program	2	\$584.56

*Total Service Amount*

\$1,169.12

*Total Service Amount With Tax*

\$1,261.18

*After 5% Prepay Discount*

\$1,198.14

*You Save*

\$63.04

*Prepay Amount*

\$1,198.14

**Yes!** I wish to prepay for scheduled services

Enclosed is my check for \$1,198.14

**Yes!** Please bill me as services are performed

Billing Address

City of St Augusta  
Bill McCabe  
1914 250th St  
Saint Cloud, MN 56301

Customer Number:  
108080

Your prepayment of

\$1,198.14

gives you a \$63.04

discount off regular service  
for one full year

Expires on 2/12/2026

Charge My:

Card #: \_\_\_\_\_

Exp: \_\_\_\_/\_\_\_\_ Security Code: \_\_\_\_\_

Signature: \_\_\_\_\_



Valley Green Companies

P.O. Box 263  
Sartell, MN 56377



# Valley Green Companies

P.O. Box 263 Sartell, MN 56377

(320) 259-5959



Billing Address

City Of St. Augusta  
Kim Claussen  
1914 250th St  
St. Augusta, MN 56301

Service Address

Hidden Lake Ball Field/Fire Hall  
Kim Claussen  
23415 43rd Ave  
St Augusta, MN 56301

Customer Number: 146793

1/22/2026

VALUED  
CUSTOMER  
PREPAY  
DISCOUNT

Save!  
5%

On This Service  
for One Full Year

Expires on 2/15/2026

Thank you for being part of the Valley Green team. We really appreciate your business!  
We guarantee the performance of our programs. If you experience a problem or are dissatisfied please call.

You may experience some weed activity between applications because your applications are spaced further apart,  
thus allowing for weeds to germinate. If you are not satisfied with the color or weed control in your lawn please call  
us. We can recommend an additional application that can be added to your program to help minimize any issues.

Our treatment regimen begins in Late April / Early May after the snow disappears and continues through October.  
Most applications will fall within 5-7 weeks of one another. Please call with any questions.

Valley Green Companies Staff

Please sign, date, and fill out the information below and mail or fax back to our office at your earliest convenience.  
You may also reply to an email with an OK and we will get your program scheduled.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Hm Phone \_\_\_\_\_ Wk Phone \_\_\_\_\_ Cell Phone #1 \_\_\_\_\_  
Cell Phone #2 \_\_\_\_\_ Email \_\_\_\_\_

\*As prices of gasoline fluctuate a fuel surcharge may be applied to your account if not prepaid.

\*\*A cancellation fee equal to 150% of an application price will apply if service agreement is cancelled.

	Number of Services	Price Per Service
Liquid Program	2	\$1,883.10

**Total Service Amount** \$3,766.20

**After 5% Prepay Discount** \$3,577.90

**You Save** \$188.30

**Prepay Amount** \$3,577.90

**Yes!** I wish to prepay for scheduled services

Enclosed is my check for **\$3,577.90**

**Yes!** Please bill me as services are performed

Billing Address

City Of St. Augusta  
Kim Claussen  
1914 250th St  
St. Augusta, MN 56301

Customer Number:  
146793

Your Prepaid Amount

**\$3,577.90**

gives you a **\$188.30**  
discount off regular service  
for one full year

Expires on 2/15/2026

Charge My:  VISA  MASTERCARD

Card #: \_\_\_\_\_

Exp: \_\_\_\_/\_\_\_\_ Security Code: \_\_\_\_\_

Signature: \_\_\_\_\_



Valley Green Companies

P.O. Box 263  
Sartell, MN 56377



# Valley Green Companies

P.O. Box 263 Sartell, MN 56377

(320) 259-5959

**ValleyGreen<sup>®</sup>**  
Companies

Billing Address

City Of St Augusta  
Kim Claussen  
1914 250th St  
Saint Cloud, MN 56301

Service Address

Kiffmeyer Park & Ball Field  
Kim Claussen  
23380 Cty Rd 7  
Saint Augusta, MN 56301

Customer Number: 108081

1/22/2026

VALUED  
CUSTOMER  
PREPAY  
DISCOUNT

Save!  
**5%**

On This Service  
for One Full Year

Expires on **2/15/2026**

Thank you for being part of the Valley Green team. We really appreciate your business!  
We guarantee the performance of our programs. If you experience a problem or are dissatisfied please call.

You may experience some weed activity between applications because your applications are spaced further apart, thus allowing for weeds to germinate. If you are not satisfied with the color or weed control in your lawn please call us. We can recommend an additional application that can be added to your program to help minimize any issues.

Our treatment regimen begins in Late April / Early May after the snow disappears and continues through October. Most applications will fall within 5-7 weeks of one another. Please call with any questions.

Valley Green Companies Staff

Please sign, date, and fill out the information below and mail or fax back to our office at your earliest convenience. You may also reply to an email with an OK and we will get your program scheduled.

Signature \_\_\_\_\_ Date \_\_\_\_\_  
Hm Phone \_\_\_\_\_ Wk Phone \_\_\_\_\_ Cell Phone #1 \_\_\_\_\_  
Cell Phone #2 \_\_\_\_\_ Email \_\_\_\_\_

\*As prices of gasoline fluctuate a fuel surcharge may be applied to your account if not prepaid.

\*\*A cancellation fee equal to 150% an application price will apply if service agreement is cancelled.

	Number of Services	Price Per Service
Liquid Program	2	\$1,029.07

**Total Service Amount** **\$2,058.14**

**After 5% Prepay Discount** **\$1,955.24**

**You Save** **\$102.90**

**Prepay Amount** **\$1,955.24**

**Yes!** I wish to prepay for scheduled services

Enclosed is my check for **\$1,955.24**

**Yes!** Please bill me as services are performed

Billing Address

City Of St Augusta  
Kim Claussen  
1914 250th St  
Saint Cloud, MN 56301

Customer Number:  
108081

**Your prepayment of**

**\$1,955.24**

**gives you a \$102.90  
discount off regular service  
for one full year**

**Expires on 2/15/2026**

Charge My:    

Card #: \_\_\_\_\_

Exp: \_\_\_\_/\_\_\_\_ Security Code: \_\_\_\_\_

Signature: \_\_\_\_\_

**ValleyGreen<sup>®</sup>**  
Companies

**Valley Green Companies**

P.O. Box 263  
Sartell, MN 56377



*SCHABEL ENTERPRISE OF  
CENTRAL MINNESOTA, INC.*

*15751 35TH AVE  
South Haven, MN 55382*

**Estimate**

Date	Estimate #
1/19/2026	4701

<b>Name / Address</b>
CITY OF ST AUGUSTA 1914 250 TH ST ST AUGUSTA MN 56301
<i>KC.lauessen@staugusta.mn.gov</i>

<b>Description</b>	<b>Qty</b>	<b>Rate</b>	<b>Project</b>
			<b>Terms</b>
GRADE GRAVEL ROADS SUMMER 2026 HOURLY RATE JD 870G GRADER		198.00	198.00
If you accept the terms of this estimate, please sign and return to the above address.			<b>Subtotal</b> \$198.00
This is an estimate only. The invoice would reflect the actual time, labor, and materials to complete the job.		<b>Sales Tax (6.875%)</b> \$0.00	
			<b>Total</b> \$198.00

<b>Phone #</b>	(320) 980-2997
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E-mail
Jack@schabelenterprise.com

**Signature** \_\_\_\_\_

**Moore Project Number:** 30543

**Project Contract Name:** Gaberdine Road Project

**Location of Work:** \_\_\_\_\_

**PM/Engineer:** Chris Bunders

**Prepared By:** Chris Bunders

**Submitted To:** Kim Claussen

**Preliminary Engineering, Environmental Documentation**

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**SUMMARY OF ACTIVITIES:**

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- Moore has completed 90% plan, estimates and QAQC review process.
- Plan PDF has been provided in the City Council packet.

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**PROJECTED ACTIVITY NEXT PERIOD:**

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- Final plans, specifications, estimates and bidding documents will be finalized.
- Advertised for bidding will be submitted.
- Bid opening will occur approximately 3-4 weeks after advertisement for bidding.
- Bid results will be reviewed and contract will be awarded to the successful contractor by the City Council at March 3, 2026, City Council Meeting.

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**REQUIRED ACTION BY City of St. Augusta:**

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- Review and submit any questions about the project 90% plans to Moore.

**MILESTONE SCHEDULE/COMMENTS:**

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- Advertise for Bid – TBD
- Bid Opening – 2/27/26

**PROBLEMS ENCOUNTERED:**

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- None

**SUMMARY OF PROJECT DECISIONS:**

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- None

**OUT OF SCOPE SERVICES:**

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- None

[kclaussen@staugustamn.gov](mailto:kclaussen@staugustamn.gov)

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**From:** Mike Couri <mike@couriruppe.com>  
**Sent:** Friday, January 2, 2026 12:00 PM  
**To:** kclaussen@staugustamn.gov  
**Subject:** Re: Ordinance violation  
**Attachments:** ADMINISTRATIVE CODE ENF ORD.doc; Administrative Fine schedule.doc

Kim,

The City can pass an amendment to its nuisance ordinance that declares snow and ice on sidewalks a nuisance and requires property owners to clear snow from sidewalks within a certain amount of time after the snowfall ends. If an owner does not do so, the City can do one of two things:

1. The City can issue an administrative fine to the owner of the property under the attached Administrative Fine Ordinance. In order to do so, the City will have to amend the attached Administrative Fine Schedule to include a violation of the snow clearing ordinance as an offense that warrants a fine. If the owner does not pay the fine within a set period of time (say 30 days), it will get certified to the owner's taxes for collection the next year.
2. The City can send its maintenance crew out to clear the sidewalks that owners did not clear and can bill the owners for the cost of doing so (the snow clearing ordinance will have to authorize this). If the bill is not paid, the Township can certify the costs to the owners' taxes for collection the next year.

Neither of these options would require any action from the Sheriff's office. The first option does not necessarily cure the problem as the snow would remain on the sidewalk. The second option does end up removing the snow, but it requires the maintenance crews to find time to clean the sidewalks after each snow fall. With either option, if the fine is not high enough, owners may consider it "worth it" to not remove the snow and pay the fine instead. Others will bitterly complain that the City is taxing them too much and owners should not be forced to "do the City's work." Either way, there will be a group of residents that are not happy with the City's action or inaction.

The City will also have to figure in time for City staff to inspect all of the sidewalks after each snowfall to make sure that the property owners have cleared the snow and ice from the sidewalks.

Michael C. Couri  
Couri & Ruppe, P.L.L.P.  
705 Central Avenue East  
P.O. Box 369  
St. Michael, MN 55376  
763-497-1930

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**From:** "kclaussen@staugustamn.gov" <kclaussen@staugustamn.com>  
**Date:** Wednesday, December 31, 2025 at 6:58 AM  
**To:** 'Mike Couri' <mike@couriruppe.com>  
**Subject:** Ordinance violation

The mayor is being bombarded with phone calls about property owners not shoveling their sidewalks. What can the city do to manage ordinance violations?

Can they place fines on these property owners? If so, is that something that the city can issue as opposed to a sheriff? And do we need to post a violation fee schedule before we try to enforce something like this? Please advise. I was reading about St. Paul starting snow emergency violations but it looks as though it may have been an issue the city allowed voters to weigh in on, so I wasn't sure if it had to be a ballot question or if the council could just decide.

Thank you for your help,

Kim Claussen  
Interim Administrator Clerk  
City of St. Augusta, MN  
320-654-0387

Hours: Monday - Thursday 7:00 am - 4:30 pm, Friday 7:00 am - 11:00 am

CLASS A OFFENSES: \$50.00  
Violations of Animal Regulations

CLASS B OFFENSES: \$100.00  
Violations of Zoning Regulations

CLASS C OFFENSES: \$200.00  
All Nuisances Violations  
Violations of the Sign Ordinance  
Violation of Building Regulations

**CITY OF ST. AUGUSTA  
STEARNS COUNTY, MINNESOTA  
ORDINANCE NO. 2007-17**

**AN ORDINANCE ESTABLISHING DUTY TO REMOVE ICE AND SNOW  
FROM CITY SIDEWALKS**

In the interest of the health, safety, and welfare of its citizens, the City Council of St. Augusta, Minnesota hereby ordains:

**Section 1. Ice and Snow a Nuisance** All snow and ice remaining upon public sidewalks is hereby declared to constitute a public nuisance and shall be abated by the owner or tenant of the abutting private property within 24 hours after such snow or ice has ceased to be deposited.

**Section 2. City to Remove Snow and Ice** The City may cause to be removed from all public sidewalks beginning 24 hours after snow or ice has ceased to fall, all snow or ice which may be discovered thereon, and it shall keep a record of the cost of such removal and the private property adjacent to which such accumulations were found and removed.

**Section 3. Cost of Removal to be Assessed** The City Clerk shall, upon direction of the Council, and on receipt of the information provided for in the preceding Section, extend the cost of such removal of snow or ice as a special assessment against the lots or parcel of ground abutting on walks which were cleared, and such special assessments shall at the time of certifying taxes to the County Auditor be certified for collection as other special assessments are certified and collected.

**Section 4. Civil Suit for Cost of Removal** The City Clerk shall, in the alternative, upon direction of the Council, bring suit in a court of competent jurisdiction to recover from the persons owning land adjacent to which sidewalks were cleared, as provided in Section 2 hereof, the cost of such clearing and the cost and disbursement of a civil action therefore.

**Section 5. The City Clerk to Report Sidewalks Cleared** The City Clerk may, from time to time, present to the Council after snow or ice has been cleared from the sidewalks as provided in Section 2 hereof a report of the City thereon, and may request the Council to determine by resolution the manner of collection to be used as provided in Sections 3 or 4 of this Section.

**Section 6. Placing Snow or Ice in a Roadway or on a Sidewalk** It is a misdemeanor for any person, not acting under a specific contract with the City to remove snow or ice from private property and place the same in any roadway or on a sidewalk.

Section. 7. Continuing Violation Each day that any person continues in violation of this Section shall be a separate offense and punishable as such.

Section 8. Effective Date

The ordinance shall become effective upon publication.

ADOPTED this 4<sup>th</sup> day of December, 2007.

CITY OF ST. AUGUSTA

By: \_\_\_\_\_  
B. J. Kroll, Mayor

ATTEST:

By: \_\_\_\_\_  
William R. McCabe, City Administrator

**CITY OF ST. AUGUSTA  
COUNTY OF STEARNS  
STATE OF MINNESOTA**

**ORDINANCE NO. 2005-12**

**AN ORDINANCE TO PROVIDE FOR ADMINISTRATIVE  
ENFORCEMENT OF CODE REGULATIONS**

The City Council of the City of St. Augusta ordains as follows:

**SECTION 1. Administrative Enforcement of Code and Ordinance Regulations.**

**Subd. 1. Purpose and Intent.** The Administrative enforcement procedures established within this Ordinance are intended to provide the City of St. Augusta with an informal, cost-effective and more efficient alternative to criminal prosecution or civil litigation for certain violations of the adopted City Code and City Ordinances. The City of St. Augusta retains the right, at its sole discretion, to enforce provisions of its Code and Ordinances by bringing criminal charges or commencing civil litigation in any case where the City determines it is appropriate or necessary, but finds that an administrative process is beneficial to the residents of the City and further finds that that such a process is a legitimate and necessary alternative method of enforcing Code or Ordinance violations.

**Subd. 2 Definitions.**

- A. **Code Compliance Officer.** Is any officer of the Stearns County Sheriff's Department, any employee of the City of St. Augusta, or any person or company contracted to provide code enforcement services who has received official authority by the St. Augusta City Council to enforce the City Code and Ordinances. There may be more than one person designated as Code Compliance Officer at any given time.
- B. **Code Offense.** Is a violation of any section, subdivision, paragraph or provision of the St. Augusta City Code or any St. Augusta City Ordinance and is subject to a civil penalty determined according to a schedule adopted by Resolution of the St. Augusta City Council from time to time and payable directly to the City Treasurer. Each day the violation exists constitutes a separate Code Offense.
- C. **Owner.** Is an individual, association, syndicate, partnership, corporation, limited liability company, trust or any other legal entity holding an equitable or legal ownership interest in land, buildings, structures, dwelling unit(s) or other property.

D. **Person.** Means a natural person of either sex, a firm, partnership, corporation, limited liability company, any other association of people, and includes the manager or agent of that person or organization.

**Subd. 3 Procedure.**

A. **Administrative Notice.** A Code Compliance Officer may issue, either in person or by United States first class mail, an Administrative Notice to a person suspected or known to have committed a Code Offense and/or to be the owner of property upon which a Code Offense is being committed. The Administrative Notice shall identify the Code Offense, the location upon which the Code Offense occurred or is occurring, and the recommended corrective action for the Code Offense. The Administrative Notice may also state that the alleged violator has, at the discretion of the Code Compliance Officer, up to fifteen (15) days to correct or abate the Code Offense. If the alleged violator and/or owner of property upon which a Code Offense is being committed is unable to correct or abate the Code Offense within the prescribed time, that person may request in writing an extension of no more than 30 additional days from the Code Compliance Officer. Any extension granted by the Code Compliance Officer shall be in writing and shall specifically state the date of expiration. If the Code Offense is not corrected or abated, as outlined in the Administrative Notice, within the prescribed time or any extension thereto, the Code Compliance Officer may issue a citation, as provided below.

B. **Citation.** A Code Compliance Officer is authorized to issue a citation upon the belief that a Code Offense has occurred, whether or not an Administrative Notice has first been issued in regard to said Code Offense. The citation shall be given to the person responsible for the violation and/or to the owner of the property upon which the violation has occurred, either by personal service or by United States first class mail. Said citation shall state the nature of the Code Offense, the time and date said Code Offense occurred, the civil penalty applicable to that Code Offense as set forth in a schedule of civil penalties which shall be adopted by Resolution of the City Council from time to time, and the manner for paying the civil penalty or requesting a hearing before a Hearing Officer to contest the citation.

C. **Responding to a Citation / Payment.** Once a citation is issued, the alleged violator and/or the owner of the property upon which the violation has occurred shall, within fifteen (15) days of the time of issuance of the citation, either pay the civil penalty set forth in the citation or request a hearing in writing according to the procedure set forth in this Section. The civil penalty may be paid either in person at City Hall, or by United States first class mail, postage prepaid and postmarked within said prescribed fifteen (15) days. Payment of the civil penalty shall be deemed to be an admission of the Code Offense.

**Subd. 4 Appeal to Hearing Officer.**

- A. **Requesting a Hearing.** Any person contesting a citation issued pursuant to this Chapter may, within fifteen (15) days of the time of issuance of the citation, request a hearing before a Hearing Officer. Any request for a hearing before a Hearing Officer shall be made in writing on a form provided by the City for such a request and either delivered personally to the City at City Hall or mailed to the City by United States first class mail, postage prepaid and postmarked within said prescribed fifteen (15) days. The hearing shall be held at City Hall within thirty (30) days of the date the City received a timely written notice that a hearing has been requested. Failure to attend the hearing constitutes a waiver of the violator's rights to an administrative hearing and an admission of the violation. A hearing officer may waive this result upon good cause shown. A determination of good cause shall be made by the Hearing Officer, but does specifically not include forgetfulness or intentional delay.
- B. **Hearing Officer.** The City Council shall by Resolution from time to time appoint a list of persons authorized to act as a Hearing Officer. The Hearing Officer is authorized to conduct an informal hearing to determine if a Code Offense has occurred. The Hearing officer may be compensated by the City for such hearings and related findings. The Hearing Officer shall have the authority to uphold or dismiss the citation or reduce, stay or waive the civil penalty imposed upon such terms and conditions as the Hearing Officer shall determine. The Hearing Officer's decision shall be made in writing on a form provided by the City for such purpose. A copy of the Hearing Officer's decision shall be served by United States first class mail upon the person requesting the hearing. The Hearing Officer's decision is final, except for appeal of the Hearing Officer's decision in limited cases to the City Council, as set forth below.
- C. **Conduct of Hearing.** At the hearing, the parties will have the opportunity to present testimony, documents and exhibits and question witnesses. The Hearing Officer shall tape record the proceedings and receive testimony and exhibits. Strict rules of evidence will not apply. The Hearing Officer must receive and give weight to evidence, including hearsay evidence, that possesses probative value commonly accepted by reasonable and prudent persons in the conduct of their affairs.

#### **Subd. 5 Appeal of Hearing Officer Decision.**

- A. The Hearing Officer's decision shall be appealable to the City Council only for the following matters:
  1. an alleged failure to obtain a required permit, license, or other approval from the City Council as required by the City Code;

2. an alleged violation of a permit, license, or other approval, or the conditions attached to the permit, license or approval, that was issued by the City Council; or
3. an alleged violation of regulations governing a person or entity who has received a license issued by the City Council.

B. An appeal to the City Council of the Hearing Officer's decision must be made in writing on a form provided by the city for such an appeal and must be served on the City Clerk by United States first class mail, postage prepaid, within ten (10) days after the date of the Hearing Officer's decision.

C. A timely appeal will be heard by the City Council after a notice of hearing is served by the City upon the appellant in person or by certified mail at least ten (10) days in advance of the date of the hearing. The parties to the hearing will have an opportunity to present oral or written arguments regarding the Hearing Officer's decision.

D. The City Council shall consider the record, the Hearing Officer's decision, and any additional arguments before making a determination. The City Council is not bound by the Hearing Officer's decision, but may adopt all or part of the Hearing Officer's decision. The City Council's decision may be voted upon and given at the hearing or may be given in writing within fifteen (15) days of the hearing.

E. The failure of the appellant to appear in front of the City Council or participate in the appeal constitutes a waiver of the violator's right of appeal and an admission of the violation. The Council may waive the result upon good cause shown. The determination of a showing of good cause shown shall be made solely at the discretion of the City Council but does not include forgetfulness and intentional delay.

**Subd. 6 Failure to Pay.**

A. In the event a person charged with a Code Offense fails to pay the civil penalty and correct or abate the Code Offense for which a citation was issued within the prescribed time, a late charge of fifteen percent (15%) shall be imposed thereon for each seven (7) days the civil penalty remains unpaid and the Code Offense remains uncorrected or unabated beyond the due date.

B. An unpaid civil penalty and accrued late charges will constitute a personal obligation of the person(s) to whom the citation was issued and the City shall have the right to collect such unpaid civil penalty and accrued late charges, together with the City's costs and reasonable attorney's fees, in criminal or civil proceedings.

- D. Pursuant to Minn. Stat. Chapter 429.101., Minn. Stat. Chapter 514.67 and other applicable law, a lien in the amount of the civil penalty and any accrued late charges may be assessed against the property where the Code Offense occurred and collected in the same manner as taxes. Any such assessment shall not preclude the City from issuing additional citations for a continuing Code Offense, nor shall it preclude the City from making additional assessments against the same property resulting from a continuing or new Code Offense.
- E. The City may suspend or revoke a license or permit or other approval associated with the Code Offense if the civil penalty and accrued late charges are not timely paid.

**Subd. 7 Subsequent Violations.** If a second citation for a Code Offense is issued by the City to the alleged violator and/or owner of the property upon which the violation has occurred within twenty four (24) months of the issuance of a previous citation for the same Code Offense, the civil penalty shall increase by 25% over the scheduled civil penalty amount. If a third citation for a Code Offense is issued by the City to the alleged violator and/or the owner of the property upon which the violation has occurred within twenty four (24) months of the issuance of a previous citation for the same Code Offense, the civil penalty shall increase by 50% over the scheduled civil penalty amount. If a fourth citation for a Code Offense is issued by the City to the alleged violator and/or the owner of the property upon which the violation has occurred within twenty-four (24) months of the issuance of a previous citation for the same Code Offense, the civil penalty shall increase by 100% over the scheduled civil penalty amount.

**SECTION 2:** This Ordinance shall take effect upon its passage and publication according to law.

**ADOPTED** by the City Council of the City of St. Augusta, Stearns County, Minnesota this \_\_\_\_ day of November, 2005.

**CITY OF ST. AUGUSTA**

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B.J. Kroll, Mayor

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William McCabe, City Clerk

**CITY OF ST. AUGUSTA  
STATE OF MINNESOTA**

**ORDINANCE NO.: 2010-07**

**AN ORDINANCE RELATING TO GRASS AND  
WEEDS WITHIN NON-AGRICULTURAL ZONED  
AREAS OF THE CITY**

The City Council of the City of St. Augusta, Minnesota hereby ordains:

**Section 1: Definitions:**

The following word or term, when used in this Article, shall have the following meanings, unless the context clearly indicates otherwise:

- (A) **Brush** - Includes parts of plants, such as but not limited to, twigs, tree and shrub branches. Brush does not include firewood and construction material.
- (B) **Grass** – Grasses commonly used in regularly cut lawn areas, such as bluegrass, fescue, and rye grass blends and non woody vegetation interspersed with them.
- (C) **Weeds** - Includes all noxious weeds as defined by the statutes of the State of Minnesota and all such useless and troublesome plants as are commonly known as weeds to the general public.

**Section 2: Nuisance:**

- (A) **Weeds and Grass.** All weeds or growing grass upon any lot or parcel of land in the City of St. Augusta, other than land zoned agricultural, that reach a height of at least 8 inches, or which have gone or are about to go to seed, are hereby declared to be a nuisance and dangerous to the health, safety, and good order of the City with the following exceptions:
  - (1) native prairie and long grass areas shown on an approved landscape plan,
  - (2) native prairie and long grasses within a defined landscape area on a single or two-family residential parcel, provided that such defined landscape area:
    - (a) occupies no more than fifty percent of the previous surface area of the parcel excluding natural wooded areas, wetlands, water bodies, rain gardens, lakescaping, and scenic easements;
    - (b) is set back from property lines by at least five feet. The setback is not required where the defined landscape area abuts another similar private or public landscape area, a wetland, pond, lake or stream or if a fully opaque fence at least four feet in height is installed along the lot line adjoining the planned landscape area.

- (c) is maintained at least once per year through mowing or, if appropriate permits are obtained through the City Fire Marshal, burning;
- (3) natural wooded areas;
- (4) wetlands, ponds or rain gardens; and
- (5) areas where mowing is prohibited by easement or law.

(B) **Brush.** All brush piles not properly stored in a closed container upon any lot or parcel of land in the City of St. Augusta are hereby declared to be a vermin harborage and attractive nuisance and dangerous to the health, safety, and good order of the City with the following exceptions:

- (1) brush piles located near the street or other specific area for pickup or collection for a period of time of less than one week;
- (2) brush accumulations from a large storm event where it is not reasonable that brush be collected in a week or less; and
- (3) brush that has fallen in natural wooded or wetland areas or yards.

#### **Section 3: Notice to Remove:**

If the provisions of this chapter are not complied with, the city shall serve written notice upon the owner, lessee, or occupant or any person having control of such lot or land, to comply with the provision of this section.

- (A) **Occupied lots/land:** One written notice shall serve as notice to the person upon whom it was served for the entire season.
- (B) **Unoccupied lots/land:** For any vacant lot/land the City may serve written notice by leaving a door hanger in a visible place on the lot/land. One door hanger shall serve as notice to the owner, lessee, or occupant or any person having control of such lot or land for the entire season.

#### **Section 4: Removal by City:**

- (A) **Occupied lots/land.** If the person upon whom the notice is served fails to remove the weeds, grass, brush or other vegetation within five (5) days from the date such notice is postmarked or delivered, then the city shall cause the weeds, grass, brush and other vegetation of such lot or land to be cut and removed.
- (B) **Unoccupied lots/land.** If the person upon whom the notice is served fails to remove the weeds, grass, brush or other vegetation within two (2) days from the date the door hanger is left, then the city shall cause the weeds, grass, brush and other vegetation of such lot or land to be cut and removed.

#### **Section 5: Cost Assessed:**

The actual cost of cutting and removal, plus such sums as determined by the city council to reimburse the city for its costs of inspection, shall be certified by the city administrator and shall thereupon become a lien upon the lot or land on which such weeds, grass,

brush, and other vegetation were located and shall be added to and become and form a part of the taxes next to be assessed and levied upon such lot or land and shall bear interest at the same rate as taxes and shall be collected and enforced in the same manner as real estate taxes; provided, however, the owner, lessee or occupant or any person having control of the lot or land may pay to the city, in full, the actual costs incurred for cutting and removal, plus the inspection fee, by September 15 of the same calendar year in which the cutting and removal occurred in order to avoid having such costs levied upon the lot or land.

**Section 6: Penalty:**

Violation of any provision of this Ordinance shall be a misdemeanor. Each day on which such violation continues shall constitute a separate offense.

**Section 7: Severability**

In any case any Section of this Ordinance is held invalid by a court of competent jurisdiction, the invalidity shall extend only to the Section affected, and other Sections of the Ordinance shall continue in full force.

Passed by the council this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

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B.J. Kroll, Mayor

ATTEST:

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William R. McCabe, City Clerk

## Addresses that Need snow removal

3-4 lots on Topaz - no addresses

out lot on Topaz has never been done in 20 years

2 corner lots on Topaz no addresses

3-4 lots on Silver Ave. no addresses

Lot 3 block 6 on Turquoise

3 lots on Ruby St. - no addresses

## **SNOW REMOVAL SERVICES AGREEMENT**

This Agreement is entered into as of 1/22/26, by and between **Pete Verant** (“Contractor”) and the City of Saint Augusta (“City”).

### **1. Services**

Contractor shall provide snow and ice removal services for designated lots and sidewalks as assigned by the City, including plowing, shoveling, and mechanical clearing as necessary to maintain safe conditions.

### **2. Compensation**

City agrees to pay Contractor \$900 per lot per sidewalk. Each lot and sidewalk shall be considered a separate billable unit unless otherwise agreed in writing. Payment is due within 30 days of invoice.

### **3. Term**

This Agreement shall commence on 1/22/26 and continue through 4/1/26, unless terminated earlier.

## **4. Contractor Responsibilities**

Contractor shall perform services in a timely and professional manner, provide all necessary labor and equipment, and comply with all applicable laws.

## **5. Independent Contractor**

Contractor is an independent contractor and not an employee of the City.

## **6. Liability**

Contractor shall be responsible for damages arising from their operations and agrees to hold the City harmless except for claims caused by the City's negligence.

## **7. Termination**

Either party may terminate this Agreement with 30 days written notice. Contractor shall be paid for services performed up to the termination date.

## **8. Governing Law**

This Agreement shall be governed by the laws of the State of MN.

## **9. Entire Agreement**

This document constitutes the entire agreement and may be amended only in writing signed by both parties.

Contractor:

Pete Verant

Date: \_\_\_\_\_

## **SNOW REMOVAL SERVICES AGREEMENT**

This Agreement is entered into as of [Effective Date], by and between Pete Verant (“Contractor”) and the City of Saint Augusta (“City”).

## **1. Services**

Contractor shall provide snow and ice removal services for designated lots and sidewalks as assigned by the City, including plowing, shoveling, and mechanical clearing as necessary to maintain safe conditions.

## **2. Compensation**

City agrees to pay Contractor \$900 per lot per sidewalk. Each lot and sidewalk shall be considered a separate billable unit unless otherwise agreed in writing. Payment is due within [number] days of invoice.

## **3. Term**

This Agreement shall commence on [Start Date] and continue through [End Date], unless terminated earlier.

## **4. Contractor Responsibilities**

Contractor shall perform services in a timely and professional manner, provide all necessary labor and equipment, and comply with all applicable laws.

## **5. Independent Contractor**

Contractor is an independent contractor and not an employee of the City.

## **6. Liability**

Contractor shall be responsible for damages arising from their operations and agrees to hold the City harmless except for claims caused by the City's negligence.

[Insurance requirements, if any, may apply.]

## **7. Termination**

Either party may terminate this Agreement with [number] days written notice. Contractor shall be paid for services performed up to the termination date.

## **8. Governing Law**

This Agreement shall be governed by the laws of the State of [State].

## **9. Entire Agreement**

This document constitutes the entire agreement and may be amended only in writing signed by both parties.

Contractor:

Pete Verant

Date: \_\_\_\_\_

City of Saint Augusta:

Authorized Representative

Title: \_\_\_\_\_

Date: \_\_\_\_\_

City of Saint Augusta:

Authorized Representative

Title: \_\_\_\_\_

Date: \_\_\_\_\_



Real People. Real Solutions.

## MEMORANDUM

Date: January 29, 2026

To: Kim Claussen, Interim Administrator Clerk

From: Robin Caufman, Planning Project Manager

Subject: Recommended Zoning Code Changes for City Consideration, St. Augusta, MN

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Following is a list of zoning code changes that need to be made based on a list of previously identified issues, the city attorney's comments, and discussion at last week's workshop.

We propose the following next steps:

- Address items in #1 through 4 below as described in red. This includes incorporating the recently adopted cannabis ordinance into the zoning code and land use table. These tasks should take 6 to 8 hours for Dylan to update and 2 hours for me to review and coordinate with Mike.
- To address #5, the issue of nuisances that came up at the meeting, we can review the current ordinances to identify what is currently covered and pull some example nuisance ordinances from similar cities. I would have our nuisance subject matter expert, Kirsti Trisko, take on this task. She estimates it would take 10 to 12 hours to review, research, and propose draft language to address their concerns.

I could present drafts at the February 23 or March 30 Planning Commission meeting or schedule another working session to go over both of those items.

### 1. Previously identified items

- Change mailing list to 350' not  $\frac{1}{2}$  mile – **Discussed at workshop, keep at  $\frac{1}{2}$  mile in Ag and RR, 350' in urban areas.**
- Need to update cites from Section 5 to 3.01; do a search and replace -**Need to do a search and replace to cite the correct section that relates to interim uses.**
- **Variance – need to change undue hardship to practical difficulties**
- **Building heights – needed to look; mentioned that they were flipped**

### 2. City Attorney Comments – **We will work with Mike to search and replace and update definitions, including principal, accessory, etc..... in the Definitions as well as Sections 15.04 (Accessory Buildings), 23 (Farms), 24 (Animals), 45 (A-1 General Ag) and 46 (R-R Rural Residential) to address the following comments from the City's Attorney.**

- All references to “farmstead” should be deleted. This term is vaguely defined and serves no purpose that is not already served or could not be served by the definition of “farm.”
- “Farm” is defined in the definition section as a parcel of land greater than 10 acres in size. In Section 44.04, Table of Uses, Agricultural Uses, the category of “Farms/Farmsteads/Farm animals when a lot is greater than 5 acres in area” is confusing. Does this mean a farm greater than 5 acres in size? If so, that conflicts with the definition of “Farm” which requires at least 10 acres. I recommend deleting Farmstead (see recommendation #1 above) and moving “farm animals when a lot is greater than 5 acres in area” to its own category.
- The word “Tract” or “Tract of land” is used in multiple instances in the ordinance but is undefined. We have had a property owner argue that since tract is undefined, and since the ordinance did not use the term “lot” where it used tract, tract must mean something other than a single lot and can therefore mean more than one lot. I suggest either defining “tract” as a lot assigned one PID number or replacing tract with “lot” or some other defined term.
- There is a combined definition for “Accessory structure or use.” These should be split into separate definitions for “Accessory Structure” and “Accessory Use.”
- The definition of “Principal Building” is “the primary building on a lot,” but “primary” is not defined. This definition is not functional as written as no one knows what a “primary” building is. “Principal Building” needs a clearer definition.
- Section 15.03.C states that no more than one principal building shall be on a lot, except for farms and hobby farms. How do we distinguish between what is a principal building and what is not a principal building on a farm? Can we better define principal building on a farm? Can we limit the principal buildings on a farm to 1) the largest building that is used solely or mainly for agricultural production, and 2) a residence in which the property owner, a relative of the property owner or employees of the farm reside? If we adopt this farm building/residence dichotomy, can we limit the number of principal buildings on a farm to 2 buildings, with all others being accessory buildings?

### 3. Cannabis incorporated into Zoning code document

Mike has shared the cannabis ordinance that we can incorporate into the zoning code and add to the land use table, definitions etc.. We will also make sure we address the low potency hemp issues that Mike brought up at the workshop.

### 4. Additional items for consideration

In addition to the above items that need to be corrected, we recommend we review the following sections to simplify the process and requirements:

- Section 3 Procedures. The process and procedures could be simplified, especially conditions and requirements – **Review and recommend sections to pare back. We can pull examples from other cities.**
- Section 6 Administrative Permits. When is this used? This section seems vague when it can be used. We recommend clarifying this section. **Delete section**
- Section 10. Site plan review. This section could also be simplified and made easier to understand. **Review and recommend sections to pare back. We can pull more concise examples from other cities.**
- Section 15.04 Accessory Structures. Review and make sure it reflects exactly what the city wants

- Section 16 General Yard, Lot Area, and Building Requirements. **I didn't hear a lot of interest in making these changes; so, I would not change the standards at this time. However, I would recommend updating some of the language to eliminate subjective language like "high standards," "suitable" or "substantial."**
  - Scale back exterior treatments for commercial and industrial buildings
  - Eliminate minimum square footage and dimensions for housing
- Section 25 – Home occupations. We recommend reviewing and better differentiating between permitted and "interim" home occupations. **Sounded like there was interest in clarifying the definitions and when a permit is needed or not.**
  - Process, does the city really review and require annual renewal? Suggest changing to in place unless revoked or increase to 5-year renewal
  - Create Extended Home Business

## 5. Nuisance ordinances: New Item

**In addition to the above items, parking on streets, campers, outdoor storage, and enforcement were raised as issues. Sounded like there was interest in nuisance ordinance and one that differentiated between rural areas and urban areas.**

## 6. Cannabis Ordinance : New Item

# **City Council Meeting**

## **Public Participation & Standards of Conduct**

The City Council welcomes public attendance and values citizen input. To ensure meetings remain respectful, orderly, and productive for everyone, the following standards apply to all persons in attendance.

### **Expectations for Participation**

- Please wait to be recognized by the Mayor or Council Chair before speaking.
- Address all comments to the City Council as a body, not to individual members, staff, or audience members.
- Remain respectful and civil, even when expressing disagreement.
- Disagreement with Council decisions or policies is permitted and expected when expressed respectfully and in accordance with these rules.
- Limit remarks to the agenda item or public comment period and stay within the allotted time.
- Use factual and relevant information when possible.
- Follow all meeting procedures and directions from the Chair.

### **Conduct That Is Not Permitted**

- Speaking out of turn, interrupting, shouting, or engaging from the audience.
- Personal attacks, insults, abusive language, or threats toward anyone.
- Repeatedly disregarding time limits or instructions from the Chair.
- Behavior that materially interferes with the orderly conduct of the meeting, including repeated interruptions or refusal to follow the Chair's direction.
- Harassment or intimidation of Council members, staff, or members of the public.

### **Enforcement**

- The Mayor or Council Chair is responsible for maintaining order during the meeting.
- The Chair may issue a verbal warning for improper conduct.
- Continued disruption may result in loss of speaking privileges, a recess, or removal from the meeting.
- These standards are enforced consistently and without regard to viewpoint.

These guidelines are intended to ensure every person has an equal opportunity to be heard. Thank you for your cooperation and participation in local government.

**City of St Augusta, MN Administrator Interview Itinerary March 2nd and 3rd .**

Monday March 2 <sup>nd</sup>	2:00pm – 4:00pm meet with staff at city hall. 4:15pm – 5:15pm Tour community 5:30pm – 6:30pm community meet and greet.
Tuesday March 3 <sup>rd</sup>	Interviews
10:00am - 10:45am	
11:00am – 11:45am	
12:00 to 1:00pm	Break for Lunch
1:15pm to 2:00pm	
2:15pm to 3:00pm	
3:15pm hiring committee goes into closed session based upon Minnesota statute 13D.03 to discuss labor negotiations for the new City Administrator and parameters for contract language. Direct Mike to contact chosen candidate to make offer as directed by the hiring committee.	