



**CITY OF ST. AUGUSTA
CITY COUNCIL MEETING
June 2, 2026
7:00 pm**

AGENDA

- 1. Call Meeting to Order – Mayor Schmitz**
- 2. Pledge of Allegiance**
- 3. Consent Agenda**

Items on the consent agenda are generally procedural, non-controversial and/or have been previously discussed by the City Council. These items do not require further discussion at the meeting and are passed by one motion of the Council. Additional information is included for items within the agenda packet, and Council Members may move items to the regular agenda for further discussion as needed.

 - a. Approval of Agenda**
 - b. Minutes of the May 5, 2026 Council Meeting (3)**
 - c. Bills Payable, Receipts and Treasurer’s Report. Echecks 25588-25607, checks 29015-29040 (6)**
 - d. Approve Annual Liquor Licenses (16)**
 - e. Approve Stearns County Early Voting Agreement (17)**
 - f. Building Inspector’s Report (to be handed out)**
- 4. Sheriff’s Report (to be handed out)**
- 5. Fire Department Report (to be handed out)**
 - a. Promotion from Probation for Jes Naber and Accept Resignation of Caitlin Nelson (21)**
- 6. Engineer’s Report**
 - a. 2026 Road Project Update – Gaberdine & 238th/240th (22)**
- 7. Open Forum -10 Minute Limit**
- 8. Council Member Comments/Purview**
- 9. Administrator’s Report**
- 10. Adjourn**

- REMINDERS:**
- City Council Work Session Meeting, Tuesday, June 16, 2026
 - Regular Planning Commission Meeting, Monday, June 29, 2026
 - Regular City Council Meeting, Tuesday, July 7, 2026
 - City Council Work Session Meeting, Tuesday, July 21, 2026
 - Regular Planning Commission Meeting, Monday, July 27, 2026



To: Mayor Jeff Schmitz and Members of the St. Augusta City Council
From: Jennifer Nash, City Administrator
Date: May 29, 2026
Re: Review of June 2, 2026 Agenda (Administrative Summary)

1. Call Meeting to Order – Mayor Schmitz

2. Pledge of Allegiance

3. Consent Agenda

Items on the consent agenda are generally procedural, non-controversial and/or have been previously discussed by the City Council. These items do not require further discussion at the meeting and are passed by one motion of the Council. Additional information is included for items within the agenda packet, and Council Members may move items to the regular agenda for further discussion as needed.

a. Approval of Agenda

b. Minutes of the May 5, 2026 Council Meeting (3)

c. Bills Payable, Receipts and Treasurer’s Report. Echecks 25588-25607, checks 29015-29040 (6)

d. Approve Annual Liquor Licenses (16)

e. Approve Stearns County Early Voting Agreement (17)

f. Building Inspector’s Report (to be handed out)

4. Sheriff’s Report (to be handed out)

Stearns County Sheriff’s Lt. Simon will be present to update the City Council on activities in St. Augusta since the last meeting.

5. Fire Department Report (to be handed out)

Fire Chief Kramer will be present to update the City Council on activities in St. Augusta since the last meeting. Council is also asked to consider motion to accept the actions below.

a. Promotion from Probation for Jes Naber and Accept Resignation of Caitlin Nelson (21)

6. Engineer’s Report

Engineer Bunders has provided the attached update on the 2026 road project. Council members should reach out directly to Mr. Bunders or to the City Administrator with any questions you may have.

a. 2026 Road Project Update – Gaberdine & 238th/240th (22)

7. Open Forum -10 Minute Limit

8. Council Member Comments/Purview

9. Administrator’s Report

10. Adjourn

REMINDERS: City Council Work Session Meeting, Tuesday, June 16, 2026
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**MINUTES OF THE CITY COUNCIL
ST. AUGUSTA, MINNESOTA
TUESDAY, MAY 5, 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, Skaalerud, and Genereaux; Administrator Nash, Fire Chief Kramer, Planner Edwards, Attorney Couri, Accounting Clerk Claussen, Stearns Lt. Simon and others

OTHERS PRESENT: Brent Ahmann, Travis Dahl, Ben Voigt and others

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

Approval of Agenda
City Council Minutes of April 7 and 21, 2026
Bills Payable, Receipts and Treasurer's Report dated May 5, 2026 for ePayments #24482-25585 and checks #28989-29014.
Gambling Permit for St. Augusta Sports on July 11, 2026
Building Inspector's Report

A motion was made by Skaalerud and seconded by Hommerding to approve the Consent Agenda as presented. All in favor. Motion carried.

SHERIFF'S REPORT:

April report provided. Total hours 44 and total record 71. Lt. Simon noted they will be monitoring Kiffmeyer Park as there was evidence that someone had created a makeshift shelter on the property. Council members requested deputies patrol for possible jake braking occurring on 228th.

A motion was made by Skaalerud and seconded by Genereaux to accept the sheriff's report. All in favor. Motion carried.

FIRE DEPARTMENT REPORT:

Chief Kramer presented the April report which included stats. 10 calls – all were medical. Monthly training included small pumps and grass fire equipment as well as big water hose advancement class.

A motion was made Hommerding and seconded by Skaalerud to accept the fire report. All in favor. Motion carried.

Kramer also requested approval of an exempt gambling permit application for the Fire Relief Association's annual raffle.

A motion was made by Skaalerud and seconded by Hommerding to approve gambling permit for Hanover Fire Relief Association for their annual raffle. All in favor. Motion carried.

PLANNING ITEMS – ZONING ORDINANCE UPDATE:

Planner Edwards introduced zoning code updates that have been discussed in recent Planning Commission meetings and have been unanimously recommended by the Commission. Attorney Couri noted the draft has two definitions for “lot” included on page 21 and page 22. After discussion, the recommendation was to revise the draft to remove the first and retain the second in the version proposed for approval.

a. Ordinance 2026-05 – Amending the Zoning Ordinance

A motion was made by Genereaux and seconded by Skaalerud to adopt Ordinance 2026-05 – Amending the Zoning Ordinance. All in favor. Motion carried.

b. Resolution 2026-05 – Approving Summary Publication of Ordinance 2026-05

A motion was made by Hommerding and seconded by Skaalerud to pass Resolution 2026-05 – Approving Summary Publication of Ordinance 2026-05. All in favor. Motion carried.

IT UPDATES – BACKUPS AND MICROSOFT PROGRAMS:

Administrator Nash referred to the staff report in Council’s agenda packet that described technology updates recommended for efficiency and data safety. These updates included financial system backups and access for multiple users, updating systems from Office 2021 to Office 365 and implementing use of security software.

A motion was made by Skaalerud and seconded by Genereaux to approve IT updates for efficiency and safety as recommended by the City’s IT consultant. All in favor. Motion carried.

OPEN FORUM:

No comments were received.

**COUNCIL MEMBER
PURVIEW:**

Skaalerud – noted concern for gravel product being drug out from the Honer Pit to the adjacent roadway. They should clean this up.

Hommerding – asked for update on gravel road maintenance. Nash noted public works is in contact with the grading contractor and dust control contractor who will continue their remaining work following the next decent rainfall event.

**CITY ADMINISTRATOR
UPDATE:**

Nash provide update on timing for start of the upcoming Gaberdine and 238/240th St road project. She also asked Council for input on which of the two logos the City has been using they prefer. Both an orange and a green logo have been used by the City on various platforms and for different purposes. Moving forward, she would like to know from Council which one should be used for consistency. Consensus of Council members was to use the orange logo.

ATTORNEY UPDATE: Attorney Couri noted he will be on vacation for 3 weeks, and Attorney Allsteis will be available as needed while he is away.

ADJOURMENT: A motion was made by Skaalerud and seconded by Genereaux to adjourn at 7:24 pm. All in favor. Motion carried.

Jeff Schmitz, Mayor

Attest:

Jennifer Nash, City Administrator

CITY OF ST AUGUSTA

*Check Summary Register©

Checks 05/06/26-06/02/26

Name	Check Date	Check Amt	
10100 STATE BANK OF KIMBAL			
1e BLASHACK, CHAD C.	05/08/26	\$1,891.76	
2e CLAUSSEN, KIM M	05/08/26	\$2,415.04	
3e HILL, MARY M	05/08/26	\$972.24	
4e HOLLERMANN, PAUL A.	05/08/26	\$1,525.81	
5e KIFFMEYER, MARK G.	05/08/26	\$1,728.46	
6e O'BRIEN, JENNIFER	05/08/26	\$3,197.72	
7e SCHLUETER, STEVEN F.	05/08/26	\$656.52	
8e VOIGT, MASON M	05/08/26	\$155.14	
9e WAIBEL, THOMAS F.	05/08/26	\$295.90	
10e WOLTERS, KENNETH G	05/08/26	\$496.60	
21e SCHLUETER, STEVEN F.	05/22/26	\$846.41	
22e KRAMER, JOSEPH S.	05/29/26	\$671.92	
25588e JOHN HANCOCK	05/07/26	\$150.00	g - mark \$100, Paul \$50
25589e STATE BANK OF KIMBALL	05/07/26	\$5,238.00	941 taxes
25590e PERA	05/07/26	\$2,650.20	emp pd pera
25591e BLUE CROSS BLUE SHIELD	05/11/26	\$8,066.31	Chad - employer paid insurance
25592e MIDCO BUSINESS	05/11/26	\$240.03	fd- internet service
25593e STEARNS ELECTRIC ASSOCIATION	05/12/26	\$1,747.68	fire dept - fire hall
25594e MIDCO BUSINESS	05/12/26	\$270.67	general - internet service
25595e JOHN HANCOCK	05/21/26	\$150.00	g - mark \$100, paul \$50
25596e STATE BANK OF KIMBALL	05/21/26	\$5,454.69	941 taxes
25597e PERA	05/21/26	\$2,711.55	emp pd pera
25598e US BANK BAHR	05/21/26	\$1,499.85	FD - DULUTH HOLIDAY INN
25599e US BANK BLASHACK	05/21/26	\$409.89	W - CIRCLE K
25600e US BANK CLAUSSEN	05/21/26	\$1,325.02	G - EMBASSY SUITES CLERKS CONF HOTEL
25601e US BANK HOLLERMANN	05/21/26	\$637.17	PW - HOLIDAY
25602e US BANK KIFFMEYER	05/21/26	\$411.83	PW - MENARDS -SHOP SUPPLIES AND PARTS
25603e US BANK KOSHOIL	05/21/26	\$1,705.84	FD - DULUTH HOLIDAY INN
25604e US BANK KRAMER	05/21/26	\$3,433.26	FD - DULUTH HOILDAY INN
25605e US BANK SAVAGE	05/21/26	\$340.84	FD - DULUTH HOLIDAY INN
25606e US BANK SKOGSTAD	05/21/26	\$259.76	FD - MENARDS PARTS
25607e STATE BANK OF KIMBALL	05/29/26	\$175.40	941 taxes
29015 PETTY CASH	05/28/26	\$200.00	g - cash for clean up day cash drawer
29016 AFLAC	06/02/26	\$252.84	g - employee paid insurance
29017 ASTECH	06/02/26	\$12,740.00	PW - street sweeping
29018 BANYON DATA SYSTEMS	06/02/26	\$1,925.00	g - Fund support \$865, Payroll \$865, Utility billing \$195
29019 BOLTON AND MENK	06/02/26	\$760.00	g - draft amendments, draft ordinance, summary ordinance
29020 C & C Embroidery	06/02/26	\$336.00	G - employee logo clothing allowance
29021 CENTER POINT ENERGY	06/02/26	\$199.59	fire dept - gas usage
29022 CITY OF ST. CLOUD	06/02/26	\$30,039.94	water dept - Mar 2026 usage
29023 COURI & RUPPE PLLP	06/02/26	\$1,967.50	g - General \$1500, SIS Dev \$405, Winkleman \$62.50
29024 CRAFTCO, INC	06/02/26	\$3,654.00	g - 4200 lbs @ \$.87 roadsaver 515mn meltable
29025 F.I.R.E.	06/02/26	\$1,800.00	fd - fire instruction rescue education
29026 GREAT AMERICA FINANCIAL SERVIC	06/02/26	\$126.68	g - copier/printer lease
29027 Jennifer O'Brien	06/02/26	\$175.45	g - May mileage
29028 KAY KROLL	06/02/26	\$120.69	p - Park flower reimbursement
29029 Kim Claussen	06/02/26	\$73.23	g - 101 miles to Stearns County DMV x 4
29030 LMCIT	06/02/26	\$50,535.00	
29031 MASON VOIGT	06/02/26	\$44.95	g - 62 miles parks
29032 NELSON SANITATION & RENTAL INC	06/02/26	\$156.00	parks dept - toilet rental
29033 NORTH STAR SIGNS & ENGRAVING	06/02/26	\$74.00	g - Fire number signs \$56 23730, 20704 Disc golf sign hole 16
29034 POWERHOUSE OUTDOOR EQUIP	06/02/26	\$595.34	parks - mower blades
29035 RMB ENVIRONMENTAL LABORATORIES	06/02/26	\$282.15	sewer dept -

CITY OF ST AUGUSTA

***Check Summary Register©**

Checks 05/06/26-06/02/26

Name	Check Date	Check Amt	
29036 Shawn Meyer	06/02/26	\$25.00	G - refund for park rental \$25
29037 STEARNS COUNTY AUDITOR/TREAS C	06/02/26	\$19,615.39	G - ASSESSING FEES
29038 STERICYCLE INC	06/02/26	\$37.68	FIRE DEPT - SUBSCRIPTION
29039 SUNRAY PRINTING SOLUTIONS INC	06/02/26	\$557.99	g - logo envelopes
29040 WEST CENTRAL SANITATION	06/02/26	\$692.56	general - garbage service
Total Checks		\$178,718.49	

10100 STATE BANK OF KIMBAL

101 GENERAL FUND	\$119,204.52
601 WATER FUND	\$24,239.70
602 SEWER FUND	\$19,415.04
605 LIGHTING UTILITY	\$323.25
607 STORMWATER UTILITY	\$682.46
	<hr/>
	\$163,864.97

Jeffery J Schmitz

FILTER: [Check Date] between #05/06/26# and #06/02/26# and [Check Nbr]>0 and [Cash Act]='10100'

CITY OF ST AUGUSTA

***Check Detail Register©**

Checks 05/06/26-06/02/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 STATE BANK OF KIMBAL					
25588 e	05/07/26	JOHN HANCOCK			
G 101-21710		Other Deductions	\$150.00		g - mark \$100, Paul \$50
		Total	\$150.00		
25589 e 05/07/26 STATE BANK OF KIMBALL					
G 101-21701		Federal Withholding	\$1,581.88		941 taxes
G 101-21703		FICA Tax Withholding	\$1,828.72		941 taxes
G 101-21709		Medicare	\$427.68		941 taxes
G 601-21701		Federal Withholding	\$231.72		941 taxes
G 601-21703		FICA Tax Withholding	\$289.84		941 taxes
G 601-21709		Medicare	\$67.78		941 taxes
G 602-21701		Federal Withholding	\$231.71		941 taxes
G 602-21703		FICA Tax Withholding	\$289.84		941 taxes
G 602-21709		Medicare	\$67.78		941 taxes
G 607-21701		Federal Withholding	\$92.97		941 taxes
G 607-21703		FICA Tax Withholding	\$103.82		941 taxes
G 607-21709		Medicare	\$24.26		941 taxes
		Total	\$5,238.00		
25590 e 05/07/26 PERA					
G 101-21704		PERA	\$369.60		KIFFMEYER, MARK G.
G 607-21704		PERA	\$19.34		KIFFMEYER, MARK G.
G 101-21704		PERA	\$121.30		SCHLUETER, STEVEN F.
G 101-21704		PERA	\$58.02		BLASHACK, CHAD C.
G 601-21704		PERA	\$155.79		BLASHACK, CHAD C.
G 602-21704		PERA	\$155.80		BLASHACK, CHAD C.
G 607-21704		PERA	\$19.34		BLASHACK, CHAD C.
G 101-21704		PERA	\$297.07		HOLLERMANN, PAUL A.
G 601-21704		PERA	\$36.87		HOLLERMANN, PAUL A.
G 602-21704		PERA	\$36.87		HOLLERMANN, PAUL A.
G 101-21704		PERA	\$18.48		HILL, MARY M
G 601-21704		PERA	\$73.94		HILL, MARY M
G 602-21704		PERA	\$73.94		HILL, MARY M
G 607-21704		PERA	\$18.50		HILL, MARY M
G 101-21704		PERA	\$428.40		CLAUSSEN, KIM M
G 601-21704		PERA	\$25.20		CLAUSSEN, KIM M
G 602-21704		PERA	\$25.20		CLAUSSEN, KIM M
G 607-21704		PERA	\$25.20		CLAUSSEN, KIM M
G 101-21704		PERA	\$587.96		O'BRIEN, JENNIFER
G 601-21704		PERA	\$34.46		O'BRIEN, JENNIFER
G 602-21704		PERA	\$34.46		O'BRIEN, JENNIFER
G 607-21704		PERA	\$34.46		O'BRIEN, JENNIFER
		Total	\$2,650.20		
25591 e 05/11/26 BLUE CROSS BLUE SHIELD					
E 602-49450-131		Employer Paid Health	\$553.54		Chad - employer paid insurance
E 601-49400-131		Employer Paid Health	\$553.54		Chad - employer paid insurance
E 101-41130-131		Employer Paid Health	\$2,005.65		Mark, Paul - employer paid insurance

CITY OF ST AUGUSTA

***Check Detail Register©**

Checks 05/06/26-06/02/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-21710		Other Deductions	\$1,375.66		Mark/Paul - employee paid family insurance
E 101-41000-131		Employer Paid Health	\$886.66		Kim - employer paid insurance
E 101-41130-131		Employer Paid Health	\$1,375.66		MARK/PAUL - EMPLOYER PAID FAMILY
E 101-41000-131		Employer Paid Health	\$1,315.60		Jennifer april & may
		Total	\$8,066.31		
25592 e	05/11/26	MIDCO BUSINESS			
E 101-42270-323		Internet	\$85.65	26356320115	fd- internet service
E 101-42270-321		Telephone	\$154.38	26356320115	fd - phone
		Total	\$240.03		
25593 e	05/12/26	STEARNS ELECTRIC ASSOCIATION			
E 101-42270-387		Fire Dept Utilities	\$292.99		fire dept - fire hall
E 101-45200-381		Electric Utilities	\$53.40		parks dept - HLP
E 101-41000-381		Electric Utilities	\$170.79		general - city hall
E 101-42270-387		Fire Dept Utilities	\$79.54		fire dept - fire hydrant
E 101-41000-381		Electric Utilities	\$58.00		general - 2 meters
E 602-49450-381		Electric Utilities	\$252.67		sewer dept - lift station 1
E 101-41000-381		Electric Utilities	\$56.04		general - city hall
E 101-41000-381		Electric Utilities	\$9.75		general - street light
E 602-49450-381		Electric Utilities	\$107.22		sewer dept - lift station 2
E 605-43160-380		Utility Services (GENERA	\$90.75		EU - Emerald Ponds
E 101-45200-381		Electric Utilities	\$44.00		parks dept - KP
E 605-43160-380		Utility Services (GENERA	\$124.50		EU - Blackberry Farms
E 605-43160-380		Utility Services (GENERA	\$108.00		EU - Emerald Ponds
E 101-41000-381		Electric Utilities	\$120.63		general - State Hwy 15 light
E 602-49450-381		Electric Utilities	\$38.97		sewer dept - lift station
E 101-41000-381		Electric Utilities	\$40.95		general - Lion's Sign
E 601-49400-381		Electric Utilities	\$35.62		water dept - flow meter
E 101-45200-381		Electric Utilities	\$63.86		parks dept - HLP shelter
		Total	\$1,747.68		
25594 e	05/12/26	MIDCO BUSINESS			
E 101-41000-323		Internet	\$95.65	13800020115	general - internet service
E 101-41000-321		Telephone	\$175.02	13800020115	general - phone service
		Total	\$270.67		
25595 e	05/21/26	JOHN HANCOCK			
G 101-21710		Other Deductions	\$150.00		g - mark \$100, paul \$50
		Total	\$150.00		
25596 e	05/21/26	STATE BANK OF KIMBALL			
G 101-21701		Federal Withholding	\$1,614.44		941 taxes
G 101-21703		FICA Tax Withholding	\$1,945.92		941 taxes
G 101-21709		Medicare	\$455.10		941 taxes
G 601-21701		Federal Withholding	\$239.15		941 taxes
G 601-21703		FICA Tax Withholding	\$298.06		941 taxes
G 601-21709		Medicare	\$69.70		941 taxes
G 602-21701		Federal Withholding	\$239.14		941 taxes
G 602-21703		FICA Tax Withholding	\$298.06		941 taxes

CITY OF ST AUGUSTA

***Check Detail Register©**

Checks 05/06/26-06/02/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 602-21709		Medicare	\$69.70		941 taxes
G 607-21701		Federal Withholding	\$94.84		941 taxes
G 607-21703		FICA Tax Withholding	\$105.84		941 taxes
G 607-21709		Medicare	\$24.74		941 taxes
		Total	\$5,454.69		
25597 e	05/21/26	PERA			
G 101-21704		PERA	\$369.61		KIFFMEYER, MARK G.
G 607-21704		PERA	\$19.34		KIFFMEYER, MARK G.
G 101-21704		PERA	\$159.53		SCHLUETER, STEVEN F.
G 101-21704		PERA	\$58.02		BLASHACK, CHAD C.
G 601-21704		PERA	\$155.79		BLASHACK, CHAD C.
G 602-21704		PERA	\$155.80		BLASHACK, CHAD C.
G 607-21704		PERA	\$19.34		BLASHACK, CHAD C.
G 101-21704		PERA	\$297.07		HOLLERMANN, PAUL A.
G 601-21704		PERA	\$36.87		HOLLERMANN, PAUL A.
G 602-21704		PERA	\$36.87		HOLLERMANN, PAUL A.
G 101-21704		PERA	\$20.80		HILL, MARY M
G 601-21704		PERA	\$83.18		HILL, MARY M
G 602-21704		PERA	\$83.18		HILL, MARY M
G 607-21704		PERA	\$20.81		HILL, MARY M
G 101-21704		PERA	\$428.40		CLAUSSEN, KIM M
G 601-21704		PERA	\$25.20		CLAUSSEN, KIM M
G 602-21704		PERA	\$25.20		CLAUSSEN, KIM M
G 607-21704		PERA	\$25.20		CLAUSSEN, KIM M
G 101-21704		PERA	\$587.96		O'BRIEN, JENNIFER
G 601-21704		PERA	\$34.46		O'BRIEN, JENNIFER
G 602-21704		PERA	\$34.46		O'BRIEN, JENNIFER
G 607-21704		PERA	\$34.46		O'BRIEN, JENNIFER
		Total	\$2,711.55		
25598 e	05/21/26	US BANK BAHR			
E 101-42270-220		Repair/Maint Supply	\$340.84		FD - DULUTH HOLIDAY INN
E 101-42270-232		EMS Supplies	\$81.88		FD - BOUND TREE
E 101-42270-232		EMS Supplies	\$13.69		FD - BOUND TREE
E 101-42270-240		Small Tools and Minor Eq	\$1,063.44		FD RELIEF - AMAZON MEDICAL MANNEQUINS FOR TRAINING
		Total	\$1,499.85		
25599 e	05/21/26	US BANK BLASHACK			
E 601-49400-212		Motor Fuels	\$42.06		W - CIRCLE K
E 602-49450-212		Motor Fuels	\$42.06		S - CIRCLE K
E 601-49400-212		Motor Fuels	\$49.19		W - CIRCLE K
E 602-49450-212		Motor Fuels	\$49.19		S - CIRCLE K
E 601-49400-212		Motor Fuels	\$46.16		W - CIRCLE K
E 602-49450-212		Motor Fuels	\$46.16		S - CIRCLE K
E 601-49400-212		Motor Fuels	\$48.53		W- CASEYS
E 602-49450-212		Motor Fuels	\$48.54		S - CASEYS
E 601-49400-210		Operating Supplies (GEN)	\$38.00		W - TRAUT -CHLOR. TEST STRIPS

CITY OF ST AUGUSTA

05/28/26 9:46 AM

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***Check Detail Register©**

Checks 05/06/26-06/02/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
			Total	\$409.89	
25600 e	05/21/26	US BANK CLAUSSEN			
E 101-41000-208		Training, Inst., Travel	\$295.48		G - EMBASSY SUITES CLERKS CONF HOTEL
E 101-41000-208		Training, Inst., Travel	\$408.06		G - MADDENS ON GULL - JENNIFER CONF HOTEL
E 101-41000-430		Miscellaneous	(\$6.48)		G - ADOBE CREDIT
E 101-41000-430		Miscellaneous	\$119.88		G - ADOBE
E 101-41000-430		Miscellaneous	(\$119.22)		G - ADOBE CREDIT
E 101-41000-430		Miscellaneous	\$21.59		G - AODBE
E 101-41000-430		Miscellaneous	\$21.59		G - ADOBE
E 101-41000-430		Miscellaneous	\$21.59		G - ADOBE JENNIFER'S COMPUTER
E 101-41000-322		Postage	\$21.25		G - USPS MILLER & F.I.R.E. CERTIFIED LETTERS
E 101-41000-208		Training, Inst., Travel	\$425.00		G - LMC CLERKS CONF.
E 101-41000-200		Office Supplies (GENERA	\$116.28		G - OFFICE DEPOT OFFICE SUPPLIES
			Total	\$1,325.02	
25601 e	05/21/26	US BANK HOLLERMANN			
E 101-41130-212		Motor Fuels	\$91.25		PW - HOLIDAY
E 101-41130-212		Motor Fuels	\$114.58		PW - HOLIDAY
E 101-41130-212		Motor Fuels	\$75.26		PW - HOLIDAY
E 101-41130-212		Motor Fuels	\$55.65		PW - MINI SERV
E 101-41130-212		Motor Fuels	\$85.72		PW - HOLIDAY
E 101-41130-212		Motor Fuels	\$61.09		PW - HOLIDAY
E 101-41130-212		Motor Fuels	\$118.25		PW - HOLIDAY
E 101-41130-220		Repair/Maint Supply	\$35.37		PW - HEARTLAND TIRE MAINT.
			Total	\$637.17	
25602 e	05/21/26	US BANK KIFFMEYER			
E 101-41130-220		Repair/Maint Supply	\$108.74		PW - MENARDS -SHOP SUPPLIES AND PARTS
E 101-41130-212		Motor Fuels	\$26.30		PW - HOLIDAY
E 101-41130-212		Motor Fuels	\$28.40		PW - HOLIDAY
E 101-41130-220		Repair/Maint Supply	\$16.80		PW - MIDWAY IRON
E 101-41130-220		Repair/Maint Supply	\$34.16		PW - FLEET FARM SUPPLIES
E 101-41130-212		Motor Fuels	\$27.00		PW - HOLIDAY
E 101-41130-212		Motor Fuels	\$32.00		PW - HOLIDAY
E 101-41130-220		Repair/Maint Supply	\$73.47		PW - MENARDS SUPPLIES & PARTS
E 101-41130-220		Repair/Maint Supply	\$27.96		PW - MENARDS PARTS
E 101-41130-212		Motor Fuels	\$37.00		PW - MINI SERV
			Total	\$411.83	
25603 e	05/21/26	US BANK KOSHOIL			
E 101-42270-208		Training, Inst., Travel	\$340.84		FD - DULUTH HOLIDAY INN
E 101-42270-240		Small Tools and Minor Eq	\$1,365.00		FD - BA SHIELDS MSA A-1 SHIED PPROTECTOR
			Total	\$1,705.84	
25604 e	05/21/26	US BANK KRAMER			
E 101-42270-220		Repair/Maint Supply	\$340.84		FD - DULUTH HOILDAY INN
E 101-42270-200		Office Supplies (GENERA	\$204.16		FD - OFFICE DEPOT
E 101-42270-325		IT Expenses	\$285.60		FD - GOOGLE EMAILS

CITY OF ST AUGUSTA

***Check Detail Register©**

Checks 05/06/26-06/02/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-42270-240		Small Tools and Minor Eq	\$2,590.88		FD - LEATHERMANS
E 101-42270-212		Motor Fuels	\$11.78		FD - CASEY'S
		Total	\$3,433.26		
25605 e	05/21/26	US BANK SAVAGE			
E 101-42270-208		Training, Inst., Travel	\$340.84		FD - DULUTH HOLIDAY INN
		Total	\$340.84		
25606 e	05/21/26	US BANK SKOGSTAD			
E 101-42270-220		Repair/Maint Supply	\$162.25		FD - MENARDS PARTS
E 101-42270-220		Repair/Maint Supply	\$43.19		FD - HARBOR FREIGHT CREEPER
E 101-42270-220		Repair/Maint Supply	(\$12.95)		FD - CREDIT
E 101-42270-220		Repair/Maint Supply	\$67.27		FD - AUTO VALUE PARTS
		Total	\$259.76		
25607 e	05/29/26	STATE BANK OF KIMBALL			
G 101-21701		Federal Withholding	\$50.36		941 taxes
G 101-21703		FICA Tax Withholding	\$101.34		941 taxes
G 101-21709		Medicare	\$23.70		941 taxes
		Total	\$175.40		
29015	05/28/26	PETTY CASH			
E 101-41000-211		Petty Cash	\$200.00		g - cash for clean up day cash drawer
		Total	\$200.00		
29016	06/02/26	AFLAC			
G 101-21710		Other Deductions	\$93.86		g - employee paid insurance
G 601-21710		Other Deductions	\$79.49		g - employee paid insurance
G 602-21710		Other Deductions	\$79.49		g - employee paid insurance
		Total	\$252.84		
29017	06/02/26	ASTECH			
E 101-41130-220		Repair/Maint Supply	\$12,740.00		PW - street sweeping
		Total	\$12,740.00		
29018	06/02/26	BANYON DATA SYSTEMS			
E 101-41000-300		support services	\$1,925.00		g - Fund support \$865, Payroll \$865, Utility billing \$195
		Total	\$1,925.00		
29019	06/02/26	BOLTON AND MENK			
E 101-41000-307		Planning (GENERAL)	\$760.00	0394626	g - draft amendments, draft ordinance, summary ordinance
		Total	\$760.00		
29020	06/02/26	C & C Embroidery			
E 101-41000-430		Miscellaneous	\$336.00		G - employee logo clothing allowance
		Total	\$336.00		
29021	06/02/26	CENTER POINT ENERGY			
E 101-42270-387		Fire Dept Utilities	\$199.59		fire dept - gas usage
		Total	\$199.59		

CITY OF ST AUGUSTA

***Check Detail Register©**

Checks 05/06/26-06/02/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
29022	06/02/26	CITY OF ST. CLOUD			
E 601-49400-312		Water/Contract Services	\$17,736.00	AR037530	water dept - Mar 2026 usage
E 602-49450-313		Sewer/Contract Services	\$7,318.09	AR037530	sewer dept -
E 602-47000-602		NR2 Project - principal/int	\$4,985.85	AR037530	sewer dept -
		Total	\$30,039.94		
29023	06/02/26	COURI & RUPPE PLLP			
E 101-41000-304		Legal Fees	\$1,967.50		g - General \$1500, SIS Dev \$405, Winkleman \$62.50
		Total	\$1,967.50		
29024	06/02/26	CRAFCO, INC			
E 101-41130-220		Repair/Maint Supply	\$3,654.00	9403714665	g - 4200 lbs @ \$.87 roadsaver 515mn meltable
		Total	\$3,654.00		
29025	06/02/26	F.I.R.E.			
E 101-42270-208		Training, Inst., Travel	\$1,800.00	8146	fd - fire instruction rescue education
		Total	\$1,800.00		
29026	06/02/26	GREAT AMERICA FINANCIAL SERVICES			
E 101-41000-413		Office Equipment/Rental	\$126.68	41893462	g - copier/printer lease
		Total	\$126.68		
29027	06/02/26	Jennifer O'Brien			
E 101-41000-208		Training, Inst., Travel	\$175.45		g - May mileage
		Total	\$175.45		
29028	06/02/26	KAY KROLL			
E 101-45200-430		Miscellaneous	\$120.69		p - Park flower reimbursement
		Total	\$120.69		
29029	06/02/26	Kim Claussen			
E 101-41000-208		Training, Inst., Travel	\$73.23		g - 101 miles to Stearns County DMV x 4
		Total	\$73.23		
29030	06/02/26	LMCIT			
E 101-41000-160		Insurance (bldgs/equip)	\$9,297.84		
E 101-41130-160		Insurance (bldgs/equip)	\$5,811.15		
E 101-45200-160		Insurance (bldgs/equip)	\$9,878.96		
E 101-42270-160		Insurance (bldgs/equip)	\$8,251.83		
E 601-49400-162		General Prop/Equip Ins.	\$2,750.61		
E 602-49450-162		General Prop/Equip Ins.	\$2,750.61		
E 101-41000-151		Worker s Comp Insurance	\$577.91		g -
E 101-41130-150		Worker s Comp	\$4,045.34		pw -
E 101-45200-150		Worker s Comp	\$684.05		p -
E 101-42270-150		Worker s Comp	\$4,481.72		fd -
E 601-49400-150		Worker s Comp	\$1,002.49		w -
E 602-49450-150		Worker s Comp	\$1,002.49		s -
		Total	\$50,535.00		
29031	06/02/26	MASON VOIGT			

CITY OF ST AUGUSTA

***Check Detail Register©**

Checks 05/06/26-06/02/26

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-41000-208		Training, Inst., Travel	\$44.95		g - 62 miles parks
		Total	\$44.95		
29032	06/02/26	NELSON SANITATION & RENTAL INC			
E 101-45200-410		Rentals	\$78.00	INV/2026/458	parks dept - toilet rental
E 101-45200-410		Rentals	\$78.00	INV/2026/458	parks dept - toilet rental
		Total	\$156.00		
29033	06/02/26	NORTH STAR SIGNS & ENGRAVING			
E 101-41130-226		Sign Repair Materials	\$74.00	28949	g - Fire number signs \$56 23730, 20704 Disc golf sign hole 16 \$18
		Total	\$74.00		
29034	06/02/26	POWERHOUSE OUTDOOR EQUIP			
E 101-45200-220		Repair/Maint Supply	\$595.34	757942	parks - mower blades
		Total	\$595.34		
29035	06/02/26	RMB ENVIRONMENTAL LABORATORIES			
E 602-49450-316		Sample Analysis	\$282.15	D088587	sewer dept -
		Total	\$282.15		
29036	06/02/26	Shawn Meyer			
E 101-45200-342		Refunds	\$25.00		G - refund for park rental \$25
		Total	\$25.00		
29037	06/02/26	STEARNS COUNTY AUDITOR/TREAS C			
E 101-41000-302		Assessor Contract	\$19,615.39	2026-000000	G - ASSESSING FEES
		Total	\$19,615.39		
29038	06/02/26	STERICYCLE INC			
E 101-42270-220		Repair/Maint Supply	\$37.68	3001197464	FIRE DEPT - SUBSCRIPTION
		Total	\$37.68		
29039	06/02/26	SUNRAY PRINTING SOLUTIONS INC			
E 101-41000-202		Printing & Binding	\$471.79	32287	g - logo envelopes
E 101-41000-202		Printing & Binding	\$86.20	32288	g - business cards for Jennifer
		Total	\$557.99		
29040	06/02/26	WEST CENTRAL SANITATION			
E 101-41000-384		Refuse/Garbage Disposal	\$256.80	13750482	general - garbage service
E 101-45200-384		Refuse/Garbage Disposal	\$217.90	13750482	parks dept - garbage service
E 101-42270-384		Refuse/Garbage Disposal	\$217.86	13750482	fire dept - garbage service
		Total	\$692.56		
		10100	\$163,864.97		



To: Mayor Jeff Schmitz and Council Members
From: Jennifer Nash, City Administrator
Kim Claussen, Accounting Tech
Date: June 2, 2026
RE: Liquor License Renewals

Background:

Below is the list of annual liquor licenses renewals which run from July 1-June 30th each year. All licensees undergo background checks, maintain liquor liability insurance, receive approvals through State Alcohol and Gambling Enforcement, and are required to follow all City and State liquor laws.

- Hayloft- Off-Sale, On-Sale, Sunday
- Club Almar - Off-Sale, On-Sale, Sunday
- St. Augusta Legion - On-Sale, Sunday
- SKGK Ventures (BP Mini Serv) - Off-Sale
- SFP Liquors (Delux Liquors) - Off-Sale

Financial Impact:

All liquor license renewal fees have been paid and are included in the 2026 budgeted revenues.

Recommendation:

Staff recommends a motion to approve renewal of annual liquor licenses as listed.

Attachment:

None

MAYOR
Jeff Schmitz

CITY COUNCIL MEMBERS
Marlin Hommerding – Justin Backes
Brent Genereux – Mark Skaalerud

ADMINISTRATOR
Jennifer Nash



To: Mayor Jeff Schmitz and Council Members
From: Jennifer Nash, City Administrator
Date: June 2, 2026
RE: Stearns County Early Voting Agreement

Background:

The City of St. Augusta receives election administration support and oversight from Stearns County election officials. As part of the upcoming 2026 election cycles, Stearns County is requesting cities sign off on the attached agreement for partnership on early voting to occur under State election law the week before Primary and General Elections. Early voting services were also available during similar hours during the 2024 election cycle.

Financial Impact:

The agreement provides for reimbursement to the City of St. Augusta of \$827.50 towards costs for hiring of temporary election worker assistance for early voting activities.

Recommendation:

Staff recommends a motion to approve agreement between Stearns County and the City of St. Augusta for providing early voting as presented.

Attachment:

- Stearns County Agreement for Early Voting

MAYOR
Jeff Schmitz

CITY COUNCIL MEMBERS
Marlin Hommerding – Justin Backes
Brent Genereux – Mark Skaalerud

ADMINISTRATOR
Jennifer Nash

Agreement between Stearns County and the City of St Augusta for Providing Early Voting to the Residents of Stearns County

This Agreement for election administration services is entered into this ____ day of _____, 2026 (the “Effective Date”), by and between _____ (the “City”) and the County of Stearns (the “County”), 705 Courthouse Square, St. Cloud, Minnesota 56303, collectively referred to as the Parties.

1. Purpose. The purpose of this Agreement is to establish the obligations of the Parties with respect to the administration of early voting services for any statewide election in 2026 including the August Primary, and the November General Election.
2. Term. Notwithstanding the date of the signatures of the Parties to this Agreement, the term of this Agreement shall commence on the Effective Date and, unless earlier terminated pursuant to this Agreement, shall terminate on the date that all obligations have been fulfilled.
3. Duties of the County. Except as provided in this agreement, the County will provide all the services, equipment and supplies needed to perform all early election related duties as required by MN and Federal election law. These duties will include but are not limited to:
 - A. Provide election forms, supplies and other related materials needed for Absentee Voting.
 - B. Coordinate with the City for delivery and collection of election materials, ballots, etc.
 - C. Coordinate equipment and procedure training information for all head and other election judges for each polling location.
 - D. Train, demonstrate, and provide technical support for the DS200 and all other electronic voting systems.
 - E. Coordinate and administer the Absentee Ballot Board.
4. Duties of the City. The City shall be responsible for the following early voting election administration activities:
 - A. Transition to a .gov website domain by **June 1, 2026**. *Minn. Stat. 471.3422*; Applicable municipalities (cities and towns) that have applied but have not completed the transition, have a grace period extending to June 1, 2028.
 - B. Provide municipal issued emails to election judges for entry in Statewide Voter Registration System.
 - C. Provide a polling place and adequate staffing for Early Voting for residents of the City of St Augusta beginning the Tuesday prior to all statewide elections.
 - D. Provide Early Voting for every statewide election during the period of this agreement.
 - E. Keep the polling place open during all regular business hours for the week prior to the election and from 9 am to 3 pm on the Saturday before the election and until 5:00 pm on the Monday preceding the Primary and General Election.
 - F. The polling place may remain closed on the Sunday before the election.
 - G. Designate principal contacts for election coordination.
 - H. Administer coordination of election judges and other staff needed for Early Voting and related tasks.
 - I. Conduct preliminary test and public accuracy tests of voting systems for the DS200.
 - J. Compile and report election results and election statistics to the County.

- K. Be responsible for damage or theft to any poll pad, voting system or ballot box.
- 5. Shared Responsibilities of the Parties. The County and the City will share responsibilities for delivery and collection of election materials, ballots, voting stations and electronic voting systems.
- 6. Election Equipment.
 - A. Use of Election Equipment. The city must utilize the voting machines and other equipment (the “Election Equipment”) provided by the County for Early Voting. The County will coordinate with the City on transporting the Election Equipment from and returning the Election Equipment to the County. The Election Equipment shall be returned in good working order and in substantially the same condition it was received.
- 7. Costs.
 - A. Election Costs and Payments. The County shall pay the city Eight Hundred Twenty-Seven Dollars and Fifty Cents (\$827.50) per statewide election for providing Early Voting services to the residents of the City of St Augusta in 2026. This amount includes the cost of two temporary election workers for six days before the election, including Saturday and any additional costs incurred by your municipality. It also includes the cost of conducting a public accuracy test for the DS200 and Assistive Voting systems used in Early Voting. The County shall reimburse the City for providing Early Voting at the end of 2026.
- 8. Authorized Representatives. The following are the parties’ Authorized Representative for purposes of administration of this Agreement:

Stearns County
 Randy R Schreifels
 Auditor-Treasurer
 705 Courthouse Square
 St Cloud, MN 56303

City of	
Name	
Title	

A party may change its Authorized Representative during the term of this Agreement by giving written notice to the Other Party.

- 9. Assignment. The Parties shall not assign, transfer, or delegate any rights or obligations under this Agreement whether directly or indirectly by any means without the prior written consent of the other Party, which consent shall not be unreasonably withheld.
- 10. Governing Law. This Agreement shall be interpreted and constructed according to the laws of the State of Minnesota. For the purpose of resolving conflicts related to or arising out of this Agreement, the Parties expressly agree that venue shall be exclusively in the State of Minnesota, County of Stearns.
- 11. Liability. Each Party will be solely responsible for its own acts and omissions and the results thereof, to the extent authorized by law. Any and all claims that arise or may arise against the City, its agents, servants, or employees while engaged in the performance of this Agreement and/or the use of the Election Equipment, shall in no way be the obligation of the County. The

City shall indemnify, hold harmless, and defend the County, its officers and employees against any and all liability, loss, costs, damages, expenses, claims, actions, or judgments, including attorney's fees, which the County, its officers or employees may hereafter sustain, incur, or be required to pay, arising out of or by reason of any act or failure to act by the City, its agents, servants or employees in connection with this Agreement and/or the City's use of the Election Equipment. Nothing in this Agreement shall constitute a waiver or limitation of any immunity or limitation on liability to which a party may be entitled to under Minnesota Statutes Chapter 466, or any other applicable laws governing the Parties' liability.

12. Insurance. Each party shall maintain liability insurance in an amount equal or greater to the maximum liability applicable to municipalities set forth in Minnesota Statutes Chapter 466, as amended. This requirement may be met through membership in a self-insurance pool.
13. Notices. Any notice to be given under this Agreement will be sufficient if in writing and personally delivered or sent to the Party's Authorized Representative by certified or registered mail.
14. Miscellaneous.
 - A. Neither Party will be liable for any delays or failure in performance due to circumstances beyond its control.
 - B. The failure of a Party to give notice of default or to enforce or insist upon compliance with any of the terms or conditions of this Agreement or the granting of any extension of time for performance shall not constitute the permanent waiver of any term or condition of this Agreement, and this Agreement shall remain at all times in full force and effect until modified by the Parties in writing.
 - C. This Agreement sets forth the entire understanding of the Parties.
 - D. Each party warrants and represents that it is duly authorized to execute this Agreement.
 - E. The Parties specifically recognize that this Agreement is entered into solely for the benefit of the Parties.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their respective officers intending to be bound thereby.

COUNTY OF STEARNS

By: _____
Randy R. Schreifels
Auditor-Treasurer

By: _____

Date: _____

Date: _____



St. Augusta Fire Department

Physical Address: 23415 43rd Ave.

Mailing Address: 1914 250th St. * St. Augusta, MN 56301

Phone: (320) 258-0240 * Fax: (320) 258-0239

E-mail: fire.hall@staugustafd.org

Fire Chief: Joe Kramer * Asst. Fire Chief: Shawn Steinhofner

June 2nd, 2026

Dear City Council,

Jes Naber Has completed all his required training to be removed off of probation. It is my recommendation he be removed from probation status as of June 2nd, 2026.

Sincerely,

Joe Kramer
Chief
St. Augusta Fire Department

Moore Project Number: 30543

Project Contract Name: 238th St, Gaberdine Rd, 240th St Road

Location of Work: St. Augusta

PM/Engineer: Chris Bunders

Prepared By: Chris Bunders

Submitted To: Jennifer Nash – City Administrator

Preliminary Engineering, Environmental Documentation

SUMMARY OF ACTIVITIES:

Construction has begun on the 238th St, Gaberdine Rd, 240th St Road Project. Below are a list of items completed since start of construction:

- Outreach letter for start of construction and temporary mailbox location communication has been distributed it the project residents.
- Utility location GSOC call and markings.
- Driveways and tree removals have been marked in the field.
- Temporary mailbox bank has been set up.
- Roadway milling complete last week (all roads)
- Clearing and Grubbing- completed 5/26 and 5/27

PROJECTED ACTIVITY NEXT PERIOD:

- Earthwork/ underground utilities – will begin 5/28 and continue for the next 2.5 weeks (weather pending)
- Gravel / shaping begins the week of the June 15th
- Weekly construction update meetings start on June 3rd from 10:00am to 10:30am.
- Pay Application #1 will be submitted.

REQUIRED ACTION BY City of St. Augusta:

- No action items are requested at this point in the construction.

MILESTONE SCHEDULE/COMMENTS:

- Earthwork / underground utilities – Completed by June 15th
- Gravel / shaping begins the week of June 15th
- Pay application submitted to City no later than June 30th.

PROBLEMS ENCOUNTERED:

- None

SUMMARY OF PROJECT DECISIONS:

- None

OUT OF SCOPE SERVICES:

- None