



CITY OF NEWFOLDEN

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Mayor: Lori Warne * City Administrator: Tammy Hansen

Minutes

November 17, 2025

The meeting of the Newfolden City Council was called to order by Mayor Lori Warne at 7:00 PM on Monday, November 17, 2025

Present: Darin Jacobson Lori Warne Mark Augustine Adam Gast Melissa Bjorgaard

- 1) *Motion by Councilmember Jacobson to approve the November 17th agenda with additions. Motion seconded by Councilmember Augustine and carried.*
- 2) *Motion by Councilmember Gast to approve the November 17th Consent Agenda. Motion seconded by Councilmember Bjorgaard and carried.*
- 3) Committee Reports:
 - a. Fire Department:
 - a. Park and Recreation:
 - b. Infrastructure:
 - c. Budget: 2026 budget recommendations will be presented at the December 1 City Council meeting.
 - d. Public Works:
- 4) The Council discussed the status of the Humblebee's Café building lease agreement with Jaci Pfau. Jaci has declined to attend a council meeting for in person discussion. Currently the tenant is 10 months delinquent and the lease agreement has been breached. The council directed a letter be sent with the following directives:
 - a) The delinquent lease balance must be paid in full by December 5th – Total payment is \$2200.00.
 - b) If payment is not received, the tenant will be required to vacate the property by January 1, 2026.
 - c) If payment is received, a new lease agreement will be presented for signatures by December 15. The council has consulted with City Attorney, Chris Rokke for future lease agreement language.
- 5) Fire Chief, Cody Underdahl, presented a report to the council to include details regarding membership and recruitment, fleet upgrades and space needs, 2025 call volume, elected officers, and established goals spanning the next five years.

A request was made for the council to consider allocating space at the city dump location for the creation of a Fire Training Ground. This would require a gated area of approximately 80 x 80 feet. The area would be graveled and fitted with related equipment to simulate fire and other emergency scenarios for hands-on training. The set-up would be paid for by donations and existing fire fund capital. The City will research any restrictions that may need to be considered related to the city-dump location or permitted activities.

Cody was commended for his work and service to the City of Newfolden and his leadership on the Fire Department.

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- 6) *Motion by Councilmember Bjorgaard to approve the Small Cities Development Program Grant Amendment as presented. Motion seconded by Councilmember Augustine and carried.*
- 7) Newfolden has been awarded a \$400,000.00 Minnesota Housing Infrastructure Grant for new housing development.
- 8) The council reviewed a Cold Weather Rule and LHEAP letter directed by the Minnesota Department of Commerce.
- 9) The council reviewed the Lead and Copper Tap Water Monitoring Report presented by the Minnesota Department of Health.
- 8) The council reviewed a public notice scheduled for publication in the next edition of the Middle River Honker. This is a legal requirement by FEMA for the Letter of Map Revision application currently being processed as part of the Newfolden Flood Mitigation Project.
- 9) The council declined a donation request by the MCC After-Prom Committee. City auditor, Marit Martell, has cautioned that this donation is no longer congruent with public purpose spending as directed by the Minnesota State Auditor.
- 10) *Motion by Councilmember Bjorgaard to approve an estimate presented by Wikstrom Internet to upgrade the City's computer systems. This will be paid through the technology fund. The existing technology has been rendered obsolete as it can no longer receive necessary Windows updates, which are required for several applications. Motion seconded by Councilmember Gast and carried.*
- 11) *Motion by Councilmember Gast to approve the submitted claims and timesheets and benefit leave report. Motion seconded by Councilmember Jacobson and carried.*
- 12) *Motion by Councilmember Augustine to adjourn the meeting. Second by Councilmember Bjorgaard and carried.*

Lori Warne
Mayor

Tammy Hansen
City Administrator