Chatfield MINNESOTA
"THE CHOSEN VALLEY"

CITY OF CHATFIELD CITY COUNCIL
AGENDA
City Council Chambers - 21 SE Second Street, Chatfield, MN 55923
August 10, 2026, 7:00 P.M.

Notice is hereby given that some City Council members may be participating in the meeting by interactive technology.

I. Open Meeting
Roll Call

II. Pledge of Allegiance

III. Approve Agenda - Additions or Corrections

IV. Consent Agenda
Motion to approve the consent agenda as presented.

a. July 27, 2026 City Council Meeting Minutes

b. Accounts Payable Claims Listings

c. Resolution 2026-68 Accepting Library Donations

d. Letter of Resignation: Kevin Landorf

V. Continued Business

a. City Attorney RFP
Motion to accept the proposal.

VI. New Business

a. Splitting of parcel 513112055016 to be included in parcel 513112055015
Motion to approve as recommended by the Planning & Zoning Commission.

VII. Committee Reports

a. Personnel Budget Committee
August 10, 2026 Meeting Packet

b. Public Works Committee
August 10, 2026 Meeting Packet

VIII. Mayor's Report

IX. City Administrator's Report

X. Roundtable

XI. Next Meetings
Monday, August 24, 2026: Public Services Committee (4:30 p.m.), Committee of the Whole (5:30 p.m.), City Council (7:00 p.m.)

XII. Adjourn

CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 10, 2026

Agenda Item: July 27, 2026 City Council Meeting Minutes

Subject | Summary:

Agenda Category: **Submitted By:** Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

2026.07.27 Regular Meeting Minutes.pdf

CITY OF CHATFIELD
COMMON COUNCIL
MEETING MINUTES
Monday, July 27, 2026

Notice is hereby given that some City Council members may be participating in the meeting by interactive technology.

The Common Council of the City of Chatfield met in regular session on Monday, July 27, 2026. Mayor John McBroom presided and called the regular meeting to order at 7:00 PM

Members Present: Paul Novotny, Mike Urban, Josh Broadwater, Dave Frank, Pam Bluhm, and John McBroom.

Members absent: None.

Others Present: Karen Reisner, Brian Burkholder, Fred Suhler Jr., Lynda Karver, Beth Carlson, and Scott Keigley.

Approve Agenda – Additions or Corrections

Josh Broadwater entered a motion, with a second by Mike Urban, to approve the agenda as presented.
Ayes: Councilors: Novotny, Urban, Broadwater, Frank, and Bluhm
Nays: None
Motion carried.

Consent Agenda

Paul Novotny entered a motion, with a second by Dave Frank, to approve the consent agenda including the following:

1. 2026 07 13 Regular Meeting Minutes
2. Accounts Payable Claims Listing which included the following:

Batch Name	Amount
2026 0716 PR EE Exp Reimb	$40.60
2026 07FA02U	$42,715.15
Total	$42,755.75

3. Quarterly Financial Report
4. Annual Finance Policy Review
5. Resolution 2026-66 Address Change Approval
6. Resolution 2026-67: A Resolution Approving an LG220 Application for Exempt Permit for Chatfield Center for the Arts, Inc.

Ayes: Councilors: Novotny, Urban, Broadwater, Frank, and Bluhm
Nays: None
Motion carried.

New Business

City Attorney RFP

Two proposals were received from the City Attorney RFP. City Administrator Michele Peterson is requesting directions on how to proceed. Would the council like to conduct interviews or receive a staff recommendation? Council expressed a preference for a recommendation rather than interviews.

Committee Reports

Public Services Committee

Camp Companion's animal services for spaying, neutering and related services were discussed. Police Department needs/issued were discussed as well.

Park & Recreation Committee

Topics included use of inflatables on public property, Mill Creek Park playground, City Park shelter and visitor center bathrooms, Shady Oak Park shelter, Lonestone Park swing set, and adopt a park program.

Mayor's Report

Mayor John McBroom emphasized safety concerns about children on scooters and electric bikes not following traffic rules, upcoming Western Days event preparation including grass maintenance, and pedestrian right-of-way reminders.

Roundtable

City Clerk, Beth Carlson announced the filing period is open for Affidavits of Candidacy with deadline information.

Councilors Frank and Bluhm promoted Western Days and the dunk tank activity featuring the mayor.

Councilor Urban addressed an anonymous complaint about lawn maintenance, requesting contact information for proper enforcement.

Adjourn

Mike Urban entered a motion, with a second by Pam Bluhm, to adjourn at 7:09 pm.
Ayes: Councilors: Novotny, Urban, Broadwater, Frank, and Bluhm
Nays: None
Motion carried.

/s/Beth M Carlson
City Clerk

CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 10, 2026

Agenda Item: Accounts Payable Claims Listings

Subject | Summary: Consider accounts payable for approval.

Agenda Category: Consent **Submitted By:** Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount: $151,747.53

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

Batch Listing1 - 2026 08FA01 $137,445.71.pdf

Batch Listing2 - 2026 08FA01U $13,172.89.pdf

Batch Listing3 - 2026 07ADM03 $736.31.pdf

Batch Listing4 - EE Exp Reimb PD 2026 0730 $40.60.pdf

Batch Listing5 - 2026 07ADM04 $231.62.pdf

Batch Listing6 - 2026 07ADM05 $120.40.pdf

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
AT&T MOBILITY						
	080320	E 100-42110-321	Police Administrati	Telephone	$50.55	507.272.5506 POLICE CHIEF
	080320	E 230-42270-321	Ambulance	Telephone	$38.73	507.551.8200 AMB IBR900
	080320	E 100-42110-320	Police Administrati	Communications (GENER	$48.73	507.551.8478 DELL LT SIM (2024)
	080320	E 220-42280-321	Fire Department *	Telephone	$50.55	507.884.4423 FIRE
	080320	E 601-49400-438	Water Utilities (GE	Internet Expenses	$41.73	507.551.8578 WWTP CLLCTR AIRCAR
	080320	E 601-49400-438	Water Utilities (GE	Internet Expenses	$41.73	507.551.8577 WLLHS2 AIRCARD MiFi
	080320	E 601-49400-438	Water Utilities (GE	Internet Expenses	$41.73	507.551.8576 WLLHS3 AIRCARD MiFi
	080320	E 230-42270-321	Ambulance	Telephone	$38.73	507-551-8498 AMB CP IBR900 2
	080320	E 100-42110-321	Police Administrati	Telephone	$45.50	507.272.5382 POLICE 872
	080320	E 100-42110-320	Police Administrati	Communications (GENER	$38.73	507.513.5937 SQUAD 873 MODEM
	080320	E 100-42110-321	Police Administrati	Telephone	$45.50	507.272.5386 POLICE 873
AT&T MOBILITY					$482.21	
CHATFIELD CENTER FOR THE ARTS						
	AUG 20	E 250-46630-310	Cmmnty Dvlpmnt |	Other Professional Servic	$2,000.00	EDA|CCA AGRMNT 09/2022-08/2028
CHATFIELD CENTER FOR THE ARTS					$2,000.00	
CHATFIELD PUBLIC SCHOOLS						
	MDCM.2	E 100-41500-811	Administration	Pass Through Account	$3,224.64	Frnchs Fees - Mdcm - 2026 Qtr2
	HBC.20	E 100-41500-811	Administration	Pass Through Account	$541.50	Frnchs Fees - HBC - 2026 Qtr2
CHATFIELD PUBLIC SCHOOLS					$3,766.14	
CITY OF CHATFIELD						
	07/22/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	$74.52	10-00000101-01-4 PWFAC2
	07/22/2	E 100-45124-380	Swimming Pools -	Utility Services (GENERA	$926.82	10-00000121-00-7 POOL
	07/22/2	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	$74.52	10-00000011-00-7 PUBLIC LIBRARY
	07/22/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	$74.52	10-00000081-008 CITY SHOP
	07/22/2	E 100-45200-380	Parks (GENERAL) -	Utility Services (GENERA	$74.52	10-00000071-00-5 TOURIST CENTER
	07/22/2	E 220-42280-380	Fire Department *	Utility Services (GENERA	$73.25	10-00000051-00-9 FIRE HALL
	07/22/2	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	$1,660.49	10-00000031-00-3 WWTP
	07/22/2	E 100-41940-380	Municipal Building	Utility Services (GENERA	$97.17	10-00000001-00-4 THURBER BLDG GA
	07/22/2	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	$74.52	10-00002410-91-8 PWFAC1
CITY OF CHATFIELD					$3,130.33	
COHNREZNICK						
	902928	E 100-41500-301	Administration	Auditing and Acctg Servi	$2,205.00	PRGRSS BILLING - 2025.FNL
	902928	E 601-49400-301	Water Utilities (GE	Auditing and Acctg Servi	$1,102.50	PRGRSS BILLING - 2025.FNL
	902928	E 602-49450-301	Sewer (GENERAL)	Auditing and Acctg Servi	$1,102.50	PRGRSS BILLING - 2025.FNL
COHNREZNICK					$4,410.00	
DAN RAMAKER CONCRETE						
	20662	E 100-43100-406	Street Maintenanc	StrtMaint|Grdng|ChpSlng	$4,000.00	CURB REPAIR
DAN RAMAKER CONCRETE					$4,000.00	
DSG						
	S10579	E 601-49400-240	Water Utilities (GE	Small Tools and Minor Eq	$259.80	SCKT W CRB BX & CLMP
DSG					$259.80	
GRANICUS						
	235174	E 100-41500-438	Administration	Internet Expenses	$2,256.43	PK| GovMtngs | Live Cast | OpnPltfrm
GRANICUS					$2,256.43	
GRIFFIN CONSTRUCTION						
	12339	E 601-49400-404	Water Utilities (GE	Repairs/Maint Equipment	$2,400.00	2026 WATER MAIN FIX
GRIFFIN CONSTRUCTION					$2,400.00	

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
HAWKINS, INC.						
	750438	E 100-45124-210	Swimming Pools -	Operating Expenses	$1,687.59	POOL CHEMICALS
	749384	E 601-49400-210	Water Utilities (GE	Operating Expenses	$40.00	WATER SUPPLY CHEMICALS
HAWKINS, INC.					$1,727.59	
HOMETOWN BILLING						
	JUL 202	E 230-42270-435	Ambulance	Licences, Permits and Fe	$1,113.96	7% BILLING FEE - JUL
HOMETOWN BILLING					$1,113.96	
HUNTINGTON ELECTRIC LLC						
	7751	E 242-46630-240	Cmmnty Dvlpmnt |	Small Tools and Minor Eq	$4,300.00	CITY PARK OUTLETS
	7744	E 602-49450-404	Sewer (GENERAL)	Repairs/Maint Equipment	$110.87	SRVC CALL CNNCT MTR
HUNTINGTON ELECTRIC LLC					$4,410.87	
MARCO TECHNOLOGIES LLC.						
	INV155	E 801-49950-310	IT Shared Compon	Other Professional Servic	$270.00	RDS|ScrCnnct-KickOff Labor
	INV154	E 100-45124-435	Swimming Pools -	Licences, Permits and Fe	$10.50	1 ENTRA EXCH OL P1
	INV154	E 602-49450-435	Sewer (GENERAL)	Licences, Permits and Fe	$43.42	1 MS PS PRM
	INV154	E 601-49400-435	Water Utilities (GE	Licences, Permits and Fe	$21.71	1 MS BS PRM
	INV154	E 240-46630-435	Cmmnty Dvlpmnt |	Licences, Permits and Fe	$21.71	1 MS BS PRM
	inv1552	E 801-49950-310	IT Shared Compon	Other Professional Servic	$1,320.00	RDS|ScrCnnct-InstMSOS, Ptch, Updt, C
	INV154	E 220-42280-435	Fire Department *	Licences, Permits and Fe	$21.71	1 MS BS PRM
	INV155	E 801-49950-435	IT Shared Compon	Licences, Permits and Fe	$1,176.00	RDS|ScrCnnct-MS Wndw Srvr Prptl Cor
	INV154	E 100-41100-435	Legislative	Licences, Permits and Fe	$63.00	6 LEG ENTRA EXCH OL P1
	INV154	E 100-41500-435	Administration	Licences, Permits and Fe	$152.37	6 MS BS PRM & 2 ENTRA EXCH OL P1
	INV154	E 100-42110-435	Police Administrati	Licences, Permits and Fe	$162.47	7 MS BS PRM + 1 ENTRA EXCH OL PP1
	INV154	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	$21.71	1 MS BS PRM
	INV155	E 801-49950-435	IT Shared Compon	Licences, Permits and Fe	$696.00	RDS|ScrCnnct-Wndws Srvr 2025 Rmt D
	INV155	E 801-49950-435	IT Shared Compon	Licences, Permits and Fe	$1,488.40	CISCO SCR CNNCT | QTY 5 | BLLD AN
	INV154	E 230-42270-435	Ambulance	Licences, Permits and Fe	$86.84	4 MS BS PRM RB+3PT
	INV154	E 100-45200-435	Parks (GENERAL) -	Licences, Permits and Fe	$21.71	1 MS BS PRM
MARCO TECHNOLOGIES LLC.					$5,577.55	
MED-TECH RESOURCE, LLC						
	160331	E 100-42110-210	Police Administrati	Operating Expenses	$177.38	DEFIB BTTRS
MED-TECH RESOURCE, LLC					$177.38	
MIDWEST PUMP WORKS						
	INV031	E 611-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL	$15,594.40	BSTR STN PMP #1-GRUNDFOS 4095-6
	INV031	E 611-49400-500	Water Utilities (GE	Cap. Outlay-GENERAL	$6,379.85	BSTR STN PMP #1-INSTALL
MIDWEST PUMP WORKS					$21,974.25	
MN CITY/COUNTY MANAGEMENT						
	2026	E 100-41500-433	Administration	Dues and Subscriptions	$162.39	MMBRSHP - 2026
MN CITY/COUNTY MANAGEMENT					$162.39	
MN REVENUE						
113488	0-714-4	E 100-42110-437	Police Administrati	Sales Tax - Purchases	$8.00	7316521 PD CHRGS SRVCS
	0-714-4	E 100-45124-437	Swimming Pools -	Sales Tax - Purchases	$969.00	7316521 POOL SALES & ADM
	0-714-4	E 100-41500-437	Administration	Sales Tax - Purchases	$35.00	7316521 CLRK CHRGS SRVCS
113487	2-098-9	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	$1.30	7316521 PTRLM TX-JUL 2026
113488	0-714-4	E 601-49400-437	Water Utilities (GE	Sales Tax - Purchases	$125.00	7316521 WTR TWR LS & BLK
	0-714-4	E 100-43100-437	Street Maintenanc	Sales Tax - Purchases	$244.00	7316521 SNW & ICE
	0-714-4	E 603-49500-436	Refuse/Garbage (	Sales Tax	$1,081.00	7316521 GARBAGE TAX
113486	0-354-0	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	$25.00	7316521-001 PTRLM SPCL FUEL LCNS

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
MN REVENUE					$2,488.30	
OTIS ELEVATOR COMPANY						
	100402	E 100-41940-403	Municipal Building	Prvnttv Maint. Agreemen	$83.84	H22109 CTYHLL ELVTR MAINT
	100402	E 250-46630-403	Cmmnty Dvlpmnt |	Prvnttv Maint. Agreemen	$51.75	H23131 2026 CCA WC LIFT ADTRM
	100402	E 250-46630-403	Cmmnty Dvlpmnt |	Prvnttv Maint. Agreemen	$51.75	H23129 2026 CCA CCA WC LIFT
	100402	E 250-46630-403	Cmmnty Dvlpmnt |	Prvnttv Maint. Agreemen	$83.84	H23130 2026 CCA Lrg ELVTR MAINT
OTIS ELEVATOR COMPANY					$271.18	
PEPSI						
	937383	E 100-45124-210	Swimming Pools -	Operating Expenses	$266.00	CNCSSN BVRGS
PEPSI					$266.00	
PHONE STATION INC						
	81429	E 100-41500-403	Administration	Prvnttv Maint. Agreemen	$695.00	AVAYA IP PHONE 1 YR SYST MNT | Pa
PHONE STATION INC					$695.00	
QUADIENT LEASE						
	Q24646	E 100-41500-413	Administration	Equipment Rental / Leas	$164.16	PSTG MCH LS N22081826 | MAY-AUG
QUADIENT LEASE					$164.16	
SAXON						
	F26029	E 801-42110-550	Police Administrati	Cap. Outlay-Vehicles/Equ	$41,273.68	2026 K8A POLICE INTRCPTR-BLNCE
SAXON					$41,273.68	
STRYKER FLEX FINANCIAL						
	906331	E 231-42270-550	Ambulance	Cap. Outlay-Vehicles/Equ	$10,954.64	COT CONTRACTID 2210294250-YR1of
STRYKER FLEX FINANCIAL					$10,954.64	
SWIMMING POOL REFUND						
	851812	R 100-45124-3400	Swimming Pools -		$232.83	RFND POOL RENTAL
	851812	R 100-45124-3737	Swimming Pools -		$17.17	RFND POOL RENTAL
SWIMMING POOL REFUND					$250.00	
THREADS CUSTOM APPAREL						
	6591	E 100-42110-153	Police Administrati	Uniform Allowance	$52.00	8702 UNFRM
THREADS CUSTOM APPAREL					$52.00	
US BANK ONE CARD						
	07-27-2	E 100-41500-322	Administration	Postage	$12.90	USPS - Bond Payments
	07-27-2	E 100-43100-435	Street Maintenanc	Licences, Permits and Fe	$0.99	APPLE.COM - ICLOUD STORAGE
	07-27-2	E 100-41500-433	Administration	Dues and Subscriptions	$195.00	IIMC - BC RNWL
	07-27-2	E 601-49400-322	Water Utilities (GE	Postage	$22.95	USPS - WTR SMPL PSTG
	07-27-2	E 100-45124-210	Swimming Pools -	Operating Expenses	$598.86	SAMS - CNCSSNS
	07-27-2	E 211-45500-211	Libraries (GENERA	Program Expenses	$548.23	SCHEELS -
	07-27-2	E 100-42110-404	Police Administrati	Repairs/Maint Equipment	$10.00	CRAMERS - KL
	07-27-2	E 601-49400-322	Water Utilities (GE	Postage	$34.95	USPS - WTR SMPL PSTG
	07-27-2	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	$27.53	KT - NON OXY
	07-27-2	E 100-45124-210	Swimming Pools -	Operating Expenses	$585.68	SAMS - CNCSSNS
	07-27-2	E 602-49450-152	Sewer (GENERAL)	Clothing	$449.95	RUNNINGS - SS
	07-27-2	E 100-45200-404	Parks (GENERAL) -	Repairs/Maint Equipment	$38.96	KULLY SUPPLY - DF
	07-27-2	E 230-42270-404	Ambulance	Repairs/Maint Equipment	$174.53	RCHSTR FRD - AMB RPR
	07-27-2	E 100-43100-433	Street Maintenanc	Dues and Subscriptions	$97.50	FILL-RITE BFS SBSCPTN
US BANK ONE CARD					$2,798.03	
UTILITY REFUND						
	WORDE	R 601-49400-9000	Water Utilities (GE		$334.40	UTILITY REFUND-515 UNION ST NE

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
UTILITY REFUND					$334.40	
VESTIS						
	256051	E 100-41940-401	Municipal Building	Repairs/Maint Buildings	$130.47	RUG SERVICE
VESTIS					$130.47	
WM HANSON WASTE REMOVAL						
	JUL 202	E 100-45200-384	Parks (GENERAL) -	Refuse/Garbage Disposal	$0.00	GARBAGE SERVICE - CTY MNT BLDG
	JUL 202	E 603-49500-384	Refuse/Garbage (	Refuse/Garbage Disposal	$1,998.12	GARBAGE SERVICE - FUEL SURCHARG
	JUL 202	E 603-49500-384	Refuse/Garbage (	Refuse/Garbage Disposal	$2,154.88	GARBAGE SERVICE - OC ENVIRON FEE
	JUL 202	E 100-41940-384	Municipal Building	Refuse/Garbage Disposal	$0.00	GARBAGE SERVICE - CITY HALL
	JUL 202	E 100-45200-384	Parks (GENERAL) -	Refuse/Garbage Disposal	$0.00	GARBAGE SERVICE - FIRE HALL
	JUL 202	E 602-49450-384	Sewer (GENERAL)	Refuse/Garbage Disposal	$0.00	GARBAGE SERVICE - WWTP
	JUL 202	E 603-49500-384	Refuse/Garbage (	Refuse/Garbage Disposal	$15,168.30	GARBAGE SERVICE - 1,165 P/U @ 13.0
WM HANSON WASTE REMOVAL					$19,321.30	
ZEP						
	901308	E 100-45200-210	Parks (GENERAL) -	Operating Expenses	$597.65	TWL WIPES BLACK BAG
ZEP					$597.65	
2026 08FA01					$137,445.71	
					$137,445.71	

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Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
AMAZON CAPITAL SERVICES, INC.						
	IVGT-JY	E 211-45500-293	Libraries (GENERA	Non Print Mat | Rplcd 59	-$9.96	CREDIT MEMO- RTRN OUT OF SERV S
	1TQV-R	E 100-41500-210	Administration	Operating Expenses	$29.99	TBOWL REFILL PADS
	1TQV-R	E 100-41500-210	Administration	Operating Expenses	$30.59	AMZN 2400 CNT PPR TWLS
	1TQV-R	E 100-41500-210	Administration	Operating Expenses	$20.02	LYSOL TBOWL CLNR
	1TQV-R	E 100-41500-210	Administration	Operating Expenses	$31.99	33 GALLN BLUC GRBG BAGS
	1TQV-R	E 100-41500-210	Administration	Operating Expenses	$24.69	CLR BNDG COVERS
	1TQV-R	E 100-41500-210	Administration	Operating Expenses	$16.14	CLR BNDG COVERS
	1TQV-R	E 100-45124-210	Swimming Pools -	Operating Expenses	$54.36	TOSTITOS CHIPS X2
	1TQV-R	E 100-43100-210	Street Maintenanc	Operating Expenses	$129.00	312A TONER MITCH YELLOW
	1TQV-R	E 100-41500-210	Administration	Operating Expenses	$48.99	COPY PAPER 8.5 X 11
	1TQV-R	E 100-41500-210	Administration	Operating Expenses	$17.65	PENS
	1TQV-R	E 100-45124-210	Swimming Pools -	Operating Expenses	$175.96	4 NACHO SAUCE PACKS
	1TQV-R	E 211-45500-290	Libraries (GENERA	Books | Rplcd 590	$14.29	BOOKS
	1VGT-J	E 211-45500-290	Libraries (GENERA	Books | Rplcd 590	$1,122.24	BOOKS
	1TQV-R	E 100-41500-240	Administration	Small Tools and Minor Eq	$28.50	LI-ION BATTRY FOR WALKEY
	1TQV-R	E 100-45124-210	Swimming Pools -	Operating Expenses	$8.98	NITRILE GLOVES
	1TCH-1	E 100-45124-210	Swimming Pools -	Operating Expenses	-$63.99	CREDIT MEMO INVOICE- RTN OF POO
	1TQV-R	E 100-41500-210	Administration	Operating Expenses	$8.54	POST IT NOTES
	1TQV-R	E 100-43100-210	Street Maintenanc	Operating Expenses	$167.89	312A TONER MITCH CYAN
	1TQV-R	E 100-45124-210	Swimming Pools -	Operating Expenses	$8.98	NITRILE GLOVES
	1VGT-J	E 211-45500-211	Libraries (GENERA	Program Expenses	$21.81	PROGRAM EXPENSES
	1VGT-J	E 211-45500-293	Libraries (GENERA	Non Print Mat | Rplcd 59	$71.85	NON PRINT MATERIAL
AMAZON CAPITAL SERVICES, INC.					$1,958.51	
BADGER METER						
	802439	E 602-49450-403	Sewer (GENERAL)	Prvnttv Maint. Agreemen	$0.14	1/2 GATEWAY BACKHAUL 3MO 50%
	802439	E 601-49400-403	Water Utilities (GE	Prvnttv Maint. Agreemen	$0.13	1/2 GATEWAY BACKHAUL 3MO 50%
	802439	E 602-49450-403	Sewer (GENERAL)	Prvnttv Maint. Agreemen	$130.68	1/2 BCN FXD NTWRK PER UNITwMBL
	802439	E 601-49400-403	Water Utilities (GE	Prvnttv Maint. Agreemen	$130.68	1/2 BCN FXD NTWRK PER UNITwMBL
BADGER METER					$261.63	
CENTURYLINK-TELE						
113489	080120	E 601-49400-321	Water Utilities (GE	Telephone	$121.42	1/5 333683295 T1 F94-179-4395
	080120	E 100-42110-321	Police Administrati	Telephone	$121.41	1/5 333683295 T1 F94-179-4395
	080120	E 230-42270-321	Ambulance	Telephone	$121.41	1/5 333683295 T1 F94-179-4395
	080120	E 100-41500-321	Administration	Telephone	$121.41	1/5 333683295 T1 F94-179-4395
	080120	E 100-43100-321	Street Maintenanc	Telephone	$121.41	1/5 333683295 T1 F94-179-4395
CENTURYLINK-TELE					$607.06	
CHS						
	415-IC9	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	$486.33	STRT DSL 44%
	415-IC9	E 230-42270-212	Ambulance	Vehicle Operating Suppli	$375.80	AMB DSL 34%
	415-IC9	E 100-42110-212	Police Administrati	Vehicle Operating Suppli	$1,466.10	PD GAS 50%
	415-IC9	E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	$33.16	WWTP 3%
	415-IC9	E 100-45200-212	Parks (GENERAL) -	Vehicle Operating Suppli	$99.48	PRK DSL 9%
	415-IC9	E 601-49400-212	Water Utilities (GE	Vehicle Operating Suppli	$293.23	WTR GAS 10%
	415-IC9	E 100-43100-212	Street Maintenanc	Vehicle Operating Suppli	$322.54	STRT GAS 11%
	415-IC9	E 100-45200-212	Parks (GENERAL) -	Vehicle Operating Suppli	$586.44	PRK GAS 20%
	415-IC9	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	$58.64	FD GAS 2%
	415-IC9	E 220-42280-212	Fire Department *	Vehicle Operating Suppli	$110.53	FD DSL 10%
	415-IC9	E 602-49450-212	Sewer (GENERAL)	Vehicle Operating Suppli	$205.25	WWTP GAS 7%
CHS					$4,037.50	

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
CIVICPLUS						
	381549	E 100-41100-310	Legislative	Other Professional Servic	$105.00	COMPL ESSENT RENEWAL 7/1/26-9/
CIVICPLUS					$105.00	
CULLIGAN WATER						
	073120	E 100-41500-210	Administration	Operating Expenses	$36.95	WTR SRVC
CULLIGAN WATER					$36.95	
EARL F. ANDERSON						
	014356	E 100-43100-404	Street Maintenanc	Repairs/Maint Equipment	$97.45	LIBRARY SIGNS (PRVSLY801 NOT OPS
EARL F. ANDERSON					$97.45	
EO JOHNSON BUSINESS TECHNOLOGIES						
	425889	E 100-41500-413	Administration	Equipment Rental / Leas	$456.54	RICOH4510 45PPM (162.36+243.7Srvc
	425889	E 100-42110-413	Police Administrati	Equipment Rental / Leas	$100.22	RICOH2510 25PPM (Lease Only)
	425889	E 100-41500-413	Administration	Equipment Rental / Leas	$111.34	EXCESS USG 07/19/26-08/18/26: BW
EO JOHNSON BUSINESS TECHNOLOGIES					$668.10	
FREDERICK S. SUHLER, ATTY						
	073120	E 100-41100-304	Legislative	Legal Fees	$720.00	ADDITIONAL TASKS - JULY 2026
	073120	E 100-41100-304	Legislative	Legal Fees	$600.00	MONTHLY RETAINER - JULY 2026
FREDERICK S. SUHLER, ATTY					$1,320.00	
HAWKINS, INC.						
	751380	E 601-49400-210	Water Utilities (GE	Operating Expenses	$1,110.75	WATER SUPPLY CHEMICALS
HAWKINS, INC.					$1,110.75	
HBC						
	080220	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	$37.50	50% 1520399 BNCH/RVR 1 OF 3 CLLC
	080220	E 100-45200-438	Parks (GENERAL) -	Internet Expenses	$55.49	50% 1520399 19 2ND ST SW
	080220	E 601-49400-438	Water Utilities (GE	Internet Expenses	$37.49	50% 1520399 BNCH/RVR 1 OF 3 CLLC
	080220	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	$39.00	50% 1520399 UTLTY PL/HS 1 OF 3 CL
	080220	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	$37.50	50% 1520399 WTR RSVR 1 OF 3 CLLC
	080220	E 601-49400-438	Water Utilities (GE	Internet Expenses	$37.49	50% 1520399 WTR RSVR 1 OF 3 CLLC
	080220	E 601-49400-438	Water Utilities (GE	Internet Expenses	$55.49	50% 1520399 19 2ND ST SW
	080220	E 602-49450-438	Sewer (GENERAL)	Internet Expenses	$110.95	1439299 BUS VALUE PKG 120MBPS
	080220	E 602-49450-321	Sewer (GENERAL)	Telephone	$43.65	1439299 867-4321BASIC & TOLL
	080220	E 601-49400-438	Water Utilities (GE	Internet Expenses	$38.99	50% 1520399 UTLTY PL/HS 1 OF 3 CL
HBC					$493.55	
LOFFLER						
	542032	E 211-45500-404	Libraries (GENERA	Repairs/Maint Equipment	$29.01	CANON DXC3725I OVERAGE CHARGE
LOFFLER					$29.01	
MEDIACOM						
113485	072620	E 100-41500-438	Administration	Internet Expenses	$83.32	1/3 CITY HALL HSD & STATIC IPS
	072620	E 230-42270-438	Ambulance	Internet Expenses	$83.31	1/3 CITY HALL HSD & STATIC IPS
	072620	E 100-42110-438	Police Administrati	Internet Expenses	$83.31	1/3 CITY HALL HSD & STATIC IPS
MEDIACOM					$249.94	
MINNESOTA ENERGY RESOURCES						
113484	602890	E 230-42270-380	Ambulance	Utility Services (GENERA	$24.94	00001 MUNI - AMB 1/3
	602116	E 602-49450-380	Sewer (GENERAL)	Utility Services (GENERA	$64.53	00003 WWTP - LIBRARY LN
	601923	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	$7.34	00002 FH 15% WATER
	601923	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	$12.24	00002 FH 25% STREET
	601923	E 220-42280-380	Fire Department *	Utility Services (GENERA	$29.37	00002 FH 60% FIRE

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
113484	601951	E 211-45500-380	Libraries (GENERA	Utility Services (GENERA	$45.00	00005 LIBRARY
	601908	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	$26.03	00015 547 HLLSD BSTR STTN
	602890	E 100-41940-380	Municipal Building	Utility Services (GENERA	$24.94	00001 MUNI 1/3
	602251	E 100-45124-380	Swimming Pools -	Utility Services (GENERA	$322.83	000011 POOL
	602865	E 601-49400-380	Water Utilities (GE	Utility Services (GENERA	$26.85	00016 100 OTR GNRTR
	602890	E 100-42110-380	Police Administrati	Utility Services (GENERA	$24.94	00001 MUNI - POLICE 1/3
	601967	E 100-43100-380	Street Maintenanc	Utility Services (GENERA	$42.63	00014 PPLS 19 SCND ST SW
MINNESOTA ENERGY RESOURCES					$651.64	
SELCO						
	054388	E 211-45500-414	Libraries (GENERA	Automated Operations	$145.00	PTRN CARDS, MY FIRST CARDS
SELCO					$145.00	
UC LABORATORY						
	128687	E 602-49450-217	Sewer (GENERAL)	Testing	$1,400.80	WWTP LABS
UC LABORATORY					$1,400.80	
2026 08FA01U					$13,172.89	
					$13,172.89	

([BatchID] in (23290))

City of Chatfield

Batch Listing - Unposted Summary

Current Period: July 2026

2026 07ADM03

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
UNITED STATES POSTAL SERVICE						
113474	690395	E 603-49500-322	Refuse/Garbage (	Postage	$135.70	UB PSTG ALLCTN 2026 19.22%
	690395	E 602-49450-322	Sewer (GENERAL)	Postage	$428.39	UB PSTG ALLCTN 2026 58.18%
	690395	E 601-49400-322	Water Utilities (GE	Postage	$172.22	UB PSTG ALLCTN 2026 23.39%
UNITED STATES POSTAL SERVICE					$736.31	
2026 07ADM03					$736.31	
					$736.31	

([BatchID] in (23292))

City of Chatfield
Employee Expense Reimbursement w/code

Pay Group Description	Pay Period	Employee Name	Account Description	Account	Amount
Swimming Pool	7	Clemens, Madeline	Travel Expenses	E 100-45124-331	$40.60
DB Description					$40.60
					$40.60

City of Chatfield

Batch Listing - Unposted Summary

Current Period: July 2026

2026 07ADM04

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
TASC						
113476	IN3797	E 100-41500-310	Administration	Other Professional Servic	$21.75	COBRA MO ADM FEE-AUG 2026
	IN3797	E 100-41500-310	Administration	Other Professional Servic	$209.87	COBRA RNWL FEE + 2.8% (AUG 2026-
TASC					$231.62	
2026 07ADM04					$231.62	
					$231.62	

([BatchID] in (23311))

City of Chatfield

Batch Listing - Unposted Summary

Current Period: July 2026

2026 07ADM05

Check Nbr	Invoice	Account	Dept Descr	Object Descr	Amount	Comments
ROOT RIVER STATE BANK						
113482	JUL 202	E 100-41500-310	Administration	Other Professional Servic	$120.40	INT BANKING CHARGES 70+35.4+15
ROOT RIVER STATE BANK					$120.40	
2026 07ADM05					$120.40	
					$120.40	

([BatchID] in (23325))

CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 10, 2026

Agenda Item: Resolution 2026-68 Accepting Library Donations

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

2026-68 Accepting Donations Library.pdf

RESOLUTION 2026-68
A RESOLUTION ACCEPTING A DONATION TO THE CITY

WHEREAS, the City of Chatfield is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts.

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

Donation/Grant	Amount
S.E.A.M.S	$40.00
Stitch Witches	$105.00
S.Clemens	$25.00
Anonymous	$10.00
C. Kivimagi (C Kennedy Sale- Book List)	$148.50

WHEREAS, the terms or conditions of the donations, if any, are as follows:
$145.00 To be used for capital purchases for the Chatfield Public Library, R 212-45500-36230 and $183.50 To be used for purchases for the Chatfield Public Library, R 211-45500-36230.

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

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CHATFIELD, MINNESOTA AS FOLLOWS:
1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed by the City Council of Chatfield, Minnesota this 10th day of August, 2026.

/s/Beth M Carlson
City Clerk
City of Chatfield

Chatfield MINNESOTA THE CHOSEN VALLEY

CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 10, 2026

Agenda Item: Letter of Resignation: Kevin Landorf

Subject | Summary:

Agenda Category: **Submitted By:** Michele Peterson

Recommended Motion:

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

Resignation Letter.docx

August 6, 2026

To Michele Peterson Chatfield City Administrator and Chief Scott Keigley of the Chatfield Police Department. This letter is to inform you that effective this date (August 6, 2026) I, Kevin Landorf respectfully tender my resignation from the Chatfield Police Department.

Sincerely

Kevin Landorf

CHATFIELD MINNESOTA THE CHOSEN VALLEY

CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 10, 2026

Agenda Item: City Attorney RFP

Subject | Summary: We received two responses for our Request for Proposal for Civil Legal Services.

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: Motion to accept the proposal.

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

Attorney RFP Review Summary.pdf

City Attorney RFP – Strengths and Considerations Matrix

Evaluation Area	Flaherty & Hood, P.A.	Considerations	GDO Law	Considerations
Municipal Law Experience	Represents numerous Minnesota cities as city attorney and special counsel. Extensive experience in municipal governance, ordinances, contracts, land use, labor, utilities, environmental law, and litigation.	Larger practice may result in work being delegated among multiple attorneys.	Represents cities and townships throughout Minnesota and provides both civil and prosecutorial services. Demonstrates practical municipal experience.	Proposal provides less detail regarding specialized municipal practice areas and complex projects
Charter City Experience	Specifically identifies charter review, charter interpretation, and charter compliance experience. Represents multiple charter cities.	None identified.	Municipal experience is evident, but proposal does not specifically highlight charter city expertise.	Council may wish to inquire about charter city experience during interviews.
Attorney Depth & Resources	Nineteen attorneys plus labor analysts, communications staff, lobbyists, and paralegals. Multiple subject-matter specialists are available.	Larger team structure may result in interaction with several attorneys rather than a single primary attorney.	Smaller teams may provide consistency and direct access to assigned attorneys.	Fewer attorneys are available for specialty matters and backup coverage.
Local & Regional Knowledge	Represents several southeastern Minnesota communities, including St. Charles, Plainview, Eyota, Lewiston, Rushford, Wabasha, Winona, and others.	None identified.	Attorneys have Minnesota municipal experience but proposal highlights communities primarily outside southeastern Minnesota.	Less demonstrated experience with communities similar to Chatfield.
Availability & Responsiveness	Commits to returning calls within four hours or less and emphasizes responsiveness. Has Winona office presence	Council may wish to clarify attendance expectations for meetings.	Offers direct attorney access and smaller-firm approach.	Proposal references responses generally within one to two business days.
Land Use, Development & Economic Development	Extensive experience with annexation, zoning, development agreements, TIF, tax abatements, real estate transactions, and economic development.	None identified.	Proposal indicates municipal representation that includes development-related matters.	Less detailed evidence of large-scale economic development and land use specialization.

Evaluation Area	Flaherty & Hood, P.A.	Considerations	GDO Law	Considerations
Employment & Labor Relations	Dedicated labor and employment attorneys with extensive experience in negotiations, investigations, personnel policies, arbitration, and human resources issues.	None identified.	Municipal experience includes employment matters.	Less specialized labor and employment focus described in proposal.
Litigation Capacity	Dedicated litigation attorneys with municipal litigation, appeals, administrative proceedings, and environmental litigation experience.	None identified.	Attorneys have courtroom and trial experience, including prosecution and municipal litigation support.	More limited litigation team resources identified.
References	References include city managers and administrators from larger municipal organizations such as Winona, Northfield, New Ulm, Grand Marais, Willmar, and Waite Park.	None identified.	Municipal references provided and available for contact.	References generally represent smaller communities.

Summary

Flaherty & Hood: Demonstrates extensive municipal specialization, broad attorney resources, significant charter city experience, strong southeastern Minnesota presence, and competitive pricing. Primary consideration is a larger-firm service model.

GDO Law: Offers municipal representation through a smaller-firm model with direct attorney access, a clean professional history, and strong insurance coverage. Primary considerations are less demonstrated charter-city specialization, fewer specialty resources, and higher hourly rates.

CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 10, 2026

Agenda Item: Splitting of parcel 513112055016 to be included in parcel 513112055015

Subject | Summary:

Agenda Category: **Submitted By:** Michele Peterson

Recommended Motion: Motion to approve as recommended by the Planning & Zoning Commission.

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

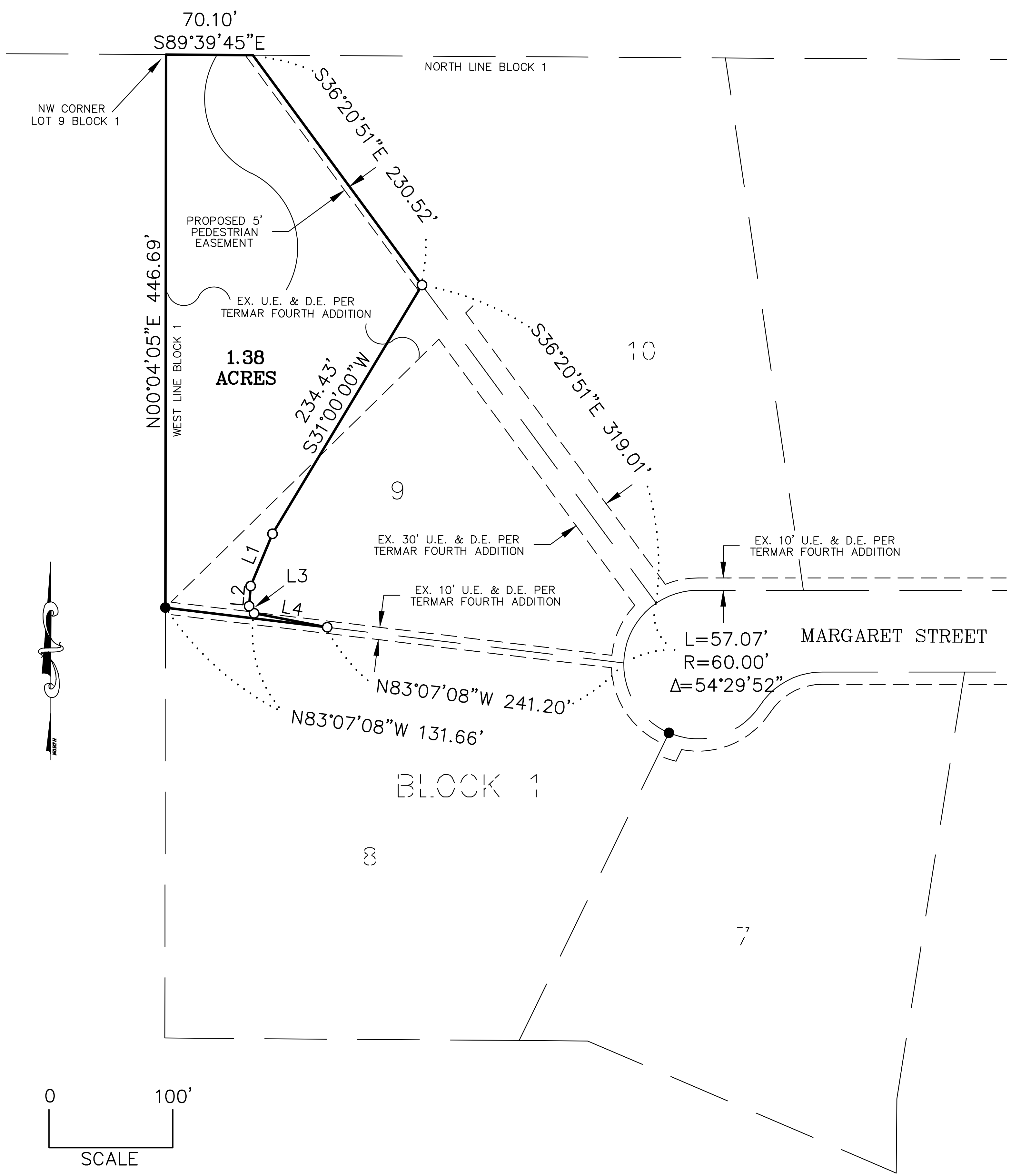
Account Code:

Background:

Attachments:

26-144 Certificate of Survey Signed.pdf

Property screenshot.pdf



CERTIFICATE OF SURVEY

TERMAR FOURTH ADDITION
LOT 9, BLOCK 1

LAND DESCRIPTION:

That part of Lot 9, Block 1, TERMAR FOURTH ADDITION, according to the recorded plat thereof on file at the office of the county recorder, Olmsted County, Minnesota, lying westerly of the following described line:

Commencing at the northwest corner of said Lot 9, Block 1; thence on an assumed bearing of South 89°39'45" East, along the north line of said Lot 9, a distance of 70.10 feet to the northeast corner of said Lot 9; thence South 36°20'51" East, along the northeasterly line of said Lot 9, a distance of 230.52 feet to the point of beginning of the line to be described; thence South 31°00'00" West 234.43 feet; thence South 22°43'33" West 45.72 feet; thence South 04°20'15" West 16.27 feet; thence South 34°38'36" East 7.04 feet; thence South 79°13'11" East 60.15 feet to the south line of said Lot 9 and there terminating.

The above described parcel contains 1.38 acres, more or less, and is subject to any easement, covenants and restrictions of record.

EASEMENT DESCRIPTION:

A perpetual pedestrian ingress and egress easement over, under, and across that part of Lot 9, Block 1, TERMAR FOURTH ADDITION, according to the recorded plat thereof on file at the office of the county recorder, Olmsted County, Minnesota, being 5.00 feet in width, lying 5.00 feet southwesterly of, parallel, adjacent and contiguous to the following described line:

Commencing at the northwest corner of said Lot 9, Block 1; thence on an assumed bearing of South 89°39'45" East, along the north line of said Lot 9, a distance of 70.10 feet to the northeast corner of said Lot 9 and to the point of beginning of the line to be described; thence South 36°20'51" East, along the northeasterly line of said Lot 9, a distance of 230.52 feet and there terminating.

The northerly end of said easement shall be prolonged or shortened to begin on the north line of said Lot 9, Block 1. The southerly end of said easement shall be prolonged or shortened to terminate on a line that bears South 31°00'00" West from the point of termination.

LEGEND

○	1/2" IRON PIPE WITH PLASTIC CAP STAMPED LS 21940 SET
●	FOUND MONUMENT
EX. D.E.	EXISTING DRAINAGE EASEMENT
EX. U.E.	EXISTING UTILITY EASEMENT

LINE TABLE

LINE	LENGTH	BEARING
L1	45.72'	S22°43'33"W
L2	16.27'	S04°20'15"W
L3	7.04'	S34°38'36"E
L4	60.15'	S79°13'11"E

BEARINGS:
ALL BEARINGS ARE BASED ON THE NORTH LINE OF TERMAR FOURTH ADDITION WHICH IS ASSUMED TO BEAR SOUTH 89°39'45" EAST / NORTH 89°39'45" WEST.

I HEREBY CERTIFY THAT THIS SURVEY, PLAN, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA

Geoffrey G Griffin

DATE 6/23/2026 REG. NO. 21940

G³ G-Cubed
ENGINEERING
SURVEYING
PLANNING
Ph. 507-867-1666
Fax 507-867-1665
www.ggg.to
14070 Hwy 52 S.E.
Chatfield, MN 55923

DATE OF SURVEY: 6-4-2026
Prepared For:
Darrel Richter
2168 Margaret Street NE
Chatfield, MN 55923

SHEET 1 OF 1 | FILE NO: 26-144

Add Map Title Here

7/15/2026, 9:52:13 AM

Parcels - Composite

Land Parcel

Public Land Corners

City Limits

Chatfield

1:1,128

0 0.01 0.01 0.02 mi

0 0.01 0.02 0.04 km

Olmsted County, MN GIS Division and Olmsted County, MN Property Records and Licensing., Esri Canada, Esri, HERE, Garmin, INCREMENT P, USGS, EPA, USDA, Olmsted County, MN GIS Division

Web AppBuilder for ArcGIS

CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 10, 2026

Agenda Item: Personnel Budget Committee

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: August 10, 2026 Meeting Packet

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments:

CHATFIELD MINNESOTA THE CHOSEN VALLEY

CITY COUNCIL MEETING STAFF REPORT

Meeting Date: August 10, 2026

Agenda Item: Public Works Committee

Subject | Summary:

Agenda Category:

Submitted By: Michele Peterson

Recommended Motion: August 10, 2026 Meeting Packet

Community Engagement and Outreach:

FISCAL IMPACT:

Amount:

Ongoing Cost :

One-Time Cost :

Included in Current Budget?:

FISCAL DETAILS:

Fund Name(s) (Operations | Capital):

Account Code:

Background:

Attachments: