

**Lewiston City Council
Regular Council Meeting
Agenda
February 25, 2026
Council Chambers - 6:00 PM**

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Agenda Changes & Additions
5. Consent Agenda
 - a. Regular Meeting Minutes - February 11, 2026
 - b. American Legion - Application for Gambling Permit
 - c. Claims – Approve After Payment
 - d. Claims - Approve Before Payment
 - e. Accepting Donation from Headway Marketing LLC/Lewiston Auto/Chevy Youth Sports
6. Public Comments
7. Reports of Departments
 - a. [Peoples Service expenditure sheet and chemical budget report](#)
8. Reports of Committees/Commissions
 - a. Economic Development Authority - February 19, 2026
9. Requests, Petitions and Communications
 - a. [Approve Purchases for Webster A. and Marcelle B. Fischer Foundation Grant Award](#)
10. Public Hearings
11. Ordinance First Readings
12. Ordinance Second Readings
13. Council Concerns
14. Recess
15. Work Session
16. Adjourn

**Lewiston Council Mtg 2-11-26
Regular Meeting Minutes
Council Chambers - 6:00 PM**

1) Call to Order

Meeting called to order at 6:00pm

2) Pledge of Allegiance

3) Roll Call

Present: Beth Carlson, Marc Potter, Chad Eggert,

Also Present: Ragini Varma, Charisse Rinn, Charayah Nelson, Matt Essig, Calley Bortz, Dan Horvat, Derek Olinger, Dan Maul, and Bryan Brown

Absent: Jason Beck, Ryan Good

4) Agenda Changes & Additions

Marc Potter motions to adopt the agenda as presented, seconded by Chad Eggert. Motion carried 3 - 0

Voting For: Beth Carlson, Marc Potter, Chad Eggert

Voting Against: None

5) Consent Agenda

5.a) *Special Council Meeting Minutes - January 27, 2026*

5.b) *Regular Council Meeting Minutes - January 28, 2026*

5.c) *Claims - Approve Before Payment*

5.d) *Claims - Approve After Payment*

5.e) *Approve Resolution# 2026-9 Authorizing Pay Request No. 7 for 2025 WWTP Facility Improvements - Wapasha Construction*

5.f) *Approve Resolution# 2026-10 Authorizing Pay Request No. 5 for 2025 Public Safety Center - Olympic Builders*

5.g) *Approve 2026 Council Representatives/Liaisons for Commissions & Committees & Boards*

Beth Carlson motions to approve consent agenda as presented, seconded by Chad Eggert.

Motion carried 3 - 0

Voting For: Beth Carlson, Marc Potter, Chad Eggert

Voting Against: None

6) Public Comments

None

7) Reports of Departments

7.a) *Monthly Ambulance Report & 2025 L-SC Annual Report*

The packet includes the joint monthly report. Our new full-time EMT, Mickow, has joined the team and started hands-on work immediately. The township meeting took place Feb. 4. We're preparing for training and the move to the new facility this summer.

8) **Reports of Committees/Commissions**

8.a) *Personnel & Budget Committee - February 10, 2026*

The committee reviewed step increases following the completion of employee evaluations.

8.b) *Public Works Committee - February 10, 2026*

Plow truck repairs were reviewed. Cleanup at the brush site is complete, and moving forward Public Works plans to divide the area into a burn pile and a compost pile. The department is still awaiting repair quotes for the well. Staff are also preparing the street sweeper and mowers for the upcoming warmer weather.

9) **Requests, Petitions and Communications**

9.a) *2026 Street and Utility Improvements and Proceeding with Bid Advertisement Preparation*

Derek Olinger from Bolton & Menk was present to address questions and provide suggestions regarding the 2026 Street Improvement Project from both the council and residents. The council agreed to remove the proposed additional street behind City Hall. Sidewalks will continue as planned along the designated streets. Residents requested that alleyways remain the same width; however, Olinger noted that this is essentially not feasible. The council agreed to list the alleyway modifications as an alternate option.

9.b) *Approve Step Increase for Personnel - FT EMT Jacob Smith*

Mr. Smith has shown strong growth, taken on additional responsibilities, and consistently exceeded expectations as a full-time EMT. Staff recommends a pay step advancement in recognition of his performance, and the Ambulance Service budget can fully support the increase due to recent staffing-related savings.

Chad Eggert motions to approve the grade step increase for Jacob Smith Grade 3, Step 2 to Grade 3, Step 4, effective 2/14/2026., seconded by Marc Potter. Motion carried 3 - 0

Voting For: Beth Carlson, Marc Potter, Chad Eggert

Voting Against: None

9.c) *Approve Step Increase for Personnel - Deputy Clerk, Charayah Nelson*

Mrs. Charayah Nelson, employed since February 28, 2025, received a satisfactory 360 Annual Review on February 10, 2026. She has shown strong commitment to her role and continues to grow in City services, improving her skills in financial software, including cash receipts, accounts receivable, utility billing, and bank reconciliation. Her dedication to ongoing learning is commendable.

Chad Eggert motions to approve step increase for Charayah Nelson, Deputy Clerk Grade 4, Step 6 \$28.44 to Grade 4, Step 7 \$29.25 effective Feb 28, 2026., seconded by Marc

Potter. Motion carried 3 - 0

Voting For: Beth Carlson, Marc Potter, Chad Eggert

Voting Against: None

9.d) *Approve Step Increase for Personnel - Police Chief, Calley Bortz*

Police Chief Calley Bortz, employed since February 21, 2024, received a satisfactory 360 Annual Review on February 10, 2026. She has shown strong dedication to Public Safety, continued growing with the community, and is further developing her leadership skills while working toward her EMT certification.

Beth Carlson motions to approve the Police Chief, Calley Bortz to go from Grade 10, step 7 to Grade 10, Step 8 effective 2/21/2026., seconded by Marc Potter. Motion carried 3 - 0

Voting For: Beth Carlson, Marc Potter, Chad Eggert

Voting Against: None

- 9.e) *Approve the rescheduling of the Regular Council meeting from Wednesday, March 25, 2026, at 6:00 PM to Monday, March 23, 2026, at 6:00 PM.*

Because the MCFOA Conference falls during the scheduled meeting week and the Mayor and Administration staff will be attending, staff recommends moving the Regular Council meeting from Wednesday, March 25, 2026 to Monday, March 23, 2026, at the same time. Marc Potter motions to approve the rescheduling of the regular council meeting from Wednesday, March 25th 2026 to Monday, March 23rd, 2026., seconded by Chad Eggert.

Motion carried 3 - 0

Voting For: Beth Carlson, Marc Potter, Chad Eggert

Voting Against: None

- 9.f) *Request for City Hall Closure during the 2026 MCFOA Annual Conference*

Staff is requesting permission to close City Hall to the public on March 25–26, 2026, so all necessary employees can attend the MCFOA Annual Conference. Essential city operations will still be supported during this time.

Marc Potter motions to approve to close City Hall to the public March 25th and 26th, 2026., seconded by Chad Eggert. Motion carried 3 - 0

Voting For: Beth Carlson, Marc Potter, Chad Eggert

Voting Against: None

- 9.g) *Approve 2026 Regional Director VI Letter of Support for MCFOA and Acknowledge MMMC Certification Designation*

Varma currently serves as the Region 6 Director and recently received her Master Municipal Clerk Certification.

Marc Potter motions to approve the letter of support for Region VI Director and give recognition for MMMC, Minnesota Master Municipal Clerk Designation., seconded by Chad Eggert. Motion carried 3 - 0

Voting For: Beth Carlson, Marc Potter, Chad Eggert

Voting Against: None

10) Public Hearings

11) Ordinance First Readings

12) Ordinance Second Readings

13) Council Concerns

Progress has been reported on the Public Safety Building project. It was also noted that the Fools Five event is scheduled for the second weekend in April.

14) Recess

15) Work Session

16) Adjourn

Meeting adjourned at 7:09pm

Beth Carlson motions to adjourn Meeting adjourned at 7:09pm, seconded by Marc Potter.

Motion carried 3 - 0

Voting For: None

Voting Against: None

LOCAL UNIT OF GOVERNMENT ACKNOWLEDGMENT (required before submitting application to the Minnesota Gambling Control Board)

**CITY APPROVAL
for a gambling premises
located within city limits**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days (60 days for a 1st class city).
- ☐ The application is denied.

Print City Name: Lewiston

Signature of City Personnel: _____

Title: _____ Date: _____

**The city or county must sign before
submitting application to the
Gambling Control Board.**

**COUNTY APPROVAL
for a gambling premises
located in a township**

- ☐ The application is acknowledged with no waiting period.
- ☐ The application is acknowledged with a 30-day waiting period, and allows the Board to issue a permit after 30 days.
- ☐ The application is denied.

Print County Name: _____

Signature of County Personnel: _____

Title: _____ Date: _____

TOWNSHIP (if required by the county)

On behalf of the township, I acknowledge that the organization is applying for exempted gambling activity within the township limits. (A township has no statutory authority to approve or deny an application, per Minn. Statutes, section 349.213.)

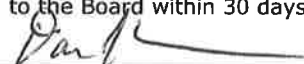
Print Township Name: _____

Signature of Township Officer: _____

Title: _____ Date: _____

CHIEF EXECUTIVE OFFICER'S SIGNATURE (required)

The information provided in this application is complete and accurate to the best of my knowledge. I acknowledge that the financial report will be completed and returned to the Board within 30 days of the event date.

Chief Executive Officer's Signature:  Date: 13 Feb 2026
(Signature must be CEO's signature; designee may not sign)

Print Name: David Baer (Legion Post Commander)

REQUIREMENTS

Complete a separate application for:

- all gambling conducted on two or more consecutive days; or
- all gambling conducted on one day.

Only one application is required if one or more raffle drawings are conducted on the same day.

Financial report to be completed within 30 days after the gambling activity is done:

A financial report form will be mailed with your permit. Complete and return the financial report form to the Gambling Control Board.

Your organization must keep all exempt records and reports for 3-1/2 years (Minn. Statutes, section 349.166, subd. 2(f)).

MAIL APPLICATION AND ATTACHMENTS

Mail application with:

- _____ a copy of your proof of nonprofit status; and
- _____ application fee (non-refundable). If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**. Make check payable to **State of Minnesota**.

To: Minnesota Gambling Control Board
1711 West County Road B, Suite 300 South
Roseville, MN 55113

Questions?

Call the Licensing Section of the Gambling Control Board at 651-539-1900.

Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process the

application. Your organization's name and address will be public information when received by the Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to Board members, Board staff whose work requires access to the information; Minnesota's Depart-

ment of Public Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.

LG220 Application for Exempt Permit

An exempt permit may be issued to a nonprofit organization that:

- conducts lawful gambling on five or fewer days, and
- awards less than \$50,000 in prizes during a calendar year.

If total raffle prize value for the calendar year will be \$1,500 or less, contact the Licensing Specialist assigned to your county by calling 651-539-1900.

Application Fee (non-refundable)

Applications are processed in the order received. If the application is postmarked or received 30 days or more before the event, the application fee is **\$100**; otherwise the fee is **\$150**.

Due to the high volume of exempt applications, payment of additional fees prior to 30 days before your event will not expedite service, nor are telephone requests for expedited service accepted.

ORGANIZATION INFORMATION

Organization Name: American Legion Post 90

Previous Gambling Permit Number: X- 01573-26-029

Minnesota Tax ID Number, if any: 8316100

Federal Employer ID Number (FEIN), if any: 41-6042760

Mailing Address: 100 East Main Street Box 296

City: Lewiston State: MN Zip: 55952 County: Winona

Name of Chief Executive Officer (CEO): David Baer (Legion Post Commander)

CEO Daytime Phone: 507-2798455 CEO Email: flagpolepatriot@gmail.com

(permit will be emailed to this email address unless otherwise indicated below)

Email permit to (if other than the CEO): _____

NONPROFIT STATUS

Type of Nonprofit Organization (check one):

☐ Fraternal ☐ Religious ☒ Veterans ☐ Other Nonprofit Organization

Attach a copy of one of the following showing proof of nonprofit status:

(DO NOT attach a sales tax exempt status or federal employer ID number, as they are not proof of nonprofit status.)

☒ **A current calendar year Certificate of Good Standing**

Don't have a copy? Obtain this certificate from:

MN Secretary of State, Business Services Division
60 Empire Drive, Suite 100
St. Paul, MN 55103

Secretary of State website, phone numbers:

www.sos.state.mn.us

651-296-2803, or toll free 1-877-551-6767

☐ **IRS income tax exemption (501(c)) letter in your organization's name**

Don't have a copy? To obtain a copy of your federal income tax exempt letter, have an organization officer contact the IRS toll free at 1-877-829-5500.

☐ **IRS - Affiliate of national, statewide, or international parent nonprofit organization (charter)**

If your organization falls under a parent organization, attach copies of both of the following:

1. IRS letter showing your parent organization is a nonprofit 501(c) organization with a group ruling; and
2. the charter or letter from your parent organization recognizing your organization as a subordinate.

GAMBLING PREMISES INFORMATION

Name of premises where the gambling event will be conducted (for raffles, list the site where the drawing will take place): American Legion Club Post 90

Physical Address (do not use P.O. box): 100 East Main Street

Check one:

☒ City: Lewiston Zip: 55952 County: Winona

☐ Township: _____ Zip: _____ County: _____

Date(s) of activity (for raffles, indicate the date of the drawing): March 28, 2026

Check each type of gambling activity that your organization will conduct:

☒ Bingo ☐ Paddlewheels ☐ Pull-Tabs ☐ Tipboards ☐ Raffle

Gambling equipment for bingo paper, bingo boards, raffle boards, paddlewheels, pull-tabs, and tipboards must be obtained from a distributor licensed by the Minnesota Gambling Control Board. EXCEPTION: Bingo hard cards and bingo ball selection devices may be borrowed from another organization authorized to conduct bingo. To find a licensed distributor, go to www.mn.gov/gcb and click on **Distributors** under the **List of Licensees** tab, or call 651-539-1900.

**Office of the Minnesota Secretary of State
Certificate of Good Standing**

I, Steve Simon, Secretary of State of Minnesota, do certify that: The business entity listed below was filed pursuant to the Minnesota Chapter listed below with the Office of the Secretary of State on the date listed below and that this business entity is registered to do business and is in good standing at the time this certificate is issued.

Name:	Jackson-O'Meara Post 90 The American Legion-Department of Minnesota
Date Filed:	10/03/1991
File Number:	1G-660
Minnesota Statutes, Chapter:	317A
Home Jurisdiction:	Minnesota

This certificate has been issued on: 02/04/2026



Steve Simon

Steve Simon
Secretary of State
State of Minnesota



CITY OF LEWISTON

02/20/26 12:30 PM

Page 1

***Check Detail Register©**

Batch: 20260225_PP2

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING ACCOUNT					
48431	02/20/26	LEWISTON HARDWARE, LLC			
E 201-42200-210		Operating Supplies	\$0.36		Propane Refill short .36 on January Invoice
E 101-43125-220		Repair & Maint. Supplies	\$0.50		Service Fee
E 601-49400-210		Operating Supplies	\$24.98	30380	Spray Paint
E 602-49450-220		Repair & Maint. Supplies	\$1.00	30398	Fuse
E 101-43100-210		Operating Supplies	\$22.99	30639	Bar Chain Oil - Gallon
E 202-42300-210		Operating Supplies	\$14.58	30678	Filter - Ambulance Dept
E 101-43125-400		Repair/Maint	\$3.63	30736	Bolts, Washers
E 101-43125-400		Repair/Maint	\$9.99	30739	Emery Cloth
E 101-43125-220		Repair & Maint. Supplies	\$1.08	30783	Nuts, Bolts, Washers
E 101-43125-400		Repair/Maint	\$3.29	30790	Bolts, Nuts, Washers
		Total	\$82.40		
48432	02/20/26	LEWISTON WELDING MACHINE, LLC			
E 101-43100-400		Repair/Maint	\$50.59	5469	Lawn mower tire repair
		Total	\$50.59		
48433	02/20/26	MENARDS			
E 101-41000-220		Repair & Maint. Supplies	\$50.97	7269	Metal Halide CLR
		Total	\$50.97		
48434	02/20/26	MN DEPT OF PUBLIC SAFETY AGED			
E 101-45180-438		Licenses, Permits, & Fees	\$250.00		Renewal of Consumption and Display Permit
		Total	\$250.00		
48435	02/20/26	PEOPLESERVICE INC			
E 602-49450-315		Outside Services	\$20,238.00		PS-INV10944 Wastewater Monthly Service - Mar
		Total	\$20,238.00		
10100			\$20,671.96		

Fund Summary

10100 CHECKING ACCOUNT

101 General Fund	\$393.04
201 Fire Department	\$0.36
202 Ambulance - Lewiston	\$14.58
601 Water Fund	\$24.98
602 Sewer Fund	\$20,239.00
	\$20,671.96



CITY OF LEWISTON
Payments

02/13/26 12:26 PM

Page 1

Current Period: FEBRUARY 2026

Payment Batch 20260225_PP1		\$18,144.52	
Refer	5041 <i>Cintas</i>	<u>Ck# 048420 2/13/2026</u>	
Cash Payment	E 101-43100-155 Uniforms/Personnel Equi	Uniform Rental	\$58.65
Invoice	4255640976		
Cash Payment	E 101-43100-155 Uniforms/Personnel Equi	Uniform Rental	\$58.65
Invoice	4256418011		
Cash Payment	E 101-43100-155 Uniforms/Personnel Equi	Uniform Rental	\$58.65
Invoice	4257172278		
Cash Payment	E 101-43100-155 Uniforms/Personnel Equi	Uniform Rental	\$58.65
Invoice	4257906225		
Cash Payment	E 101-41000-101 Full-Time Employees Re		\$0.00
Invoice			
Transaction Date	2/12/2026	CHECKING ACCOU 10100	Total \$234.60
Refer	5042 <i>HILLYARD</i>	<u>Ck# 048424 2/13/2026</u>	
Cash Payment	E 101-45180-210 Operating Supplies	Floor Scrubber Fix	\$88.32
Invoice			
Transaction Date	2/12/2026	CHECKING ACCOU 10100	Total \$88.32
Refer	5043 <i>ELECTRIC PUMP</i>	<u>Ck# 048422 2/13/2026</u>	
Cash Payment	E 602-49450-400 Repair/Maint	Mixer@WWTP Inspection	\$320.00
Invoice	036134		
Transaction Date	2/12/2026	CHECKING ACCOU 10100	Total \$320.00
Refer	5044 <i>MINNWEST BANK</i>	<u>Ck# 301331E 2/12/2026</u>	
Cash Payment	E 101-41000-438 Licenses, Permits, & Fee	low volume ach maintenance	\$0.00
Invoice			
Cash Payment	E 101-41000-438 Licenses, Permits, & Fee	ach per item	\$0.00
Invoice			
Transaction Date	2/12/2026	CHECKING ACCOU 10100	Total \$0.00
Refer	5045 <i>GREAT AMERICA FINANCIAL SER</i>	<u>Ck# 048423 2/13/2026</u>	
Cash Payment	E 101-41000-210 Operating Supplies	Standard Payment	\$112.00
Invoice	41168747		
Cash Payment	E 101-41000-210 Operating Supplies	Meter Rental	\$43.00
Invoice	41168747		
Transaction Date	2/12/2026	CHECKING ACCOU 10100	Total \$155.00
Refer	5046 <i>TRI STATE BUSINESS MACHINES /</i>	<u>Ck# 048427 2/13/2026</u>	
Cash Payment	E 207-42100-210 Operating Supplies	Contract - Prints - PD	\$41.00
Invoice	647033		
Transaction Date	2/12/2026	CHECKING ACCOU 10100	Total \$41.00
Refer	5047 <i>POSTALIA</i>	<u>Ck# 301334E 2/13/2026</u>	
Cash Payment	E 101-41000-200 Office Supplies	Postage	\$25.00
Invoice	2102026		
Cash Payment	E 601-49400-200 Office Supplies	Postage	\$237.50
Invoice	2102026		
Cash Payment	E 602-49450-200 Office Supplies	Postage	\$237.50
Invoice	2102026		
Transaction Date	2/12/2026	CHECKING ACCOU 10100	Total \$500.00
Refer	5048 <i>MN RURAL WATER ASSOCIATION</i>	<u>Ck# 048426 2/13/2026</u>	



CITY OF LEWISTON

Payments

02/13/26 12:26 PM

Page 2

Current Period: FEBRUARY 2026

Cash Payment	E 601-49400-315 Outside Services	2026 Associate Membership		\$425.00
Invoice 2026				
Transaction Date	2/12/2026	CHECKING ACCOU	10100	Total \$425.00
Refer	5049 TRI-STATE AMBULANCE	Ck# 048428	2/13/2026	
Cash Payment	E 202-42300-317 Adv Life Support Interce	ALS Intercept		\$250.00
Invoice 26-168				
Transaction Date	2/12/2026	CHECKING ACCOU	10100	Total \$250.00
Refer	5050 WINONA HEALTH	Ck# 048430	2/13/2026	
Cash Payment	E 212-42300-315 Outside Services	Drug Screen - Mickow		\$36.00
Invoice 7075947				
Transaction Date	2/13/2026	CHECKING ACCOU	10100	Total \$36.00
Refer	5051 MINNESOTA ENERGY RESOURCE	Ck# 301332E	2/13/2026	
Cash Payment	E 601-49400-380 Utility Services	gas - s fremont st pump		\$0.00
Invoice				
Cash Payment	E 202-42300-380 Utility Services	gas - amb		\$0.00
Invoice				
Cash Payment	E 201-42200-380 Utility Services	gas - fd		\$0.00
Invoice				
Cash Payment	E 101-43100-380 Utility Services	gas - public works garage		\$1,036.69
Invoice				
Cash Payment	E 101-45180-380 Utility Services	gas - cc		\$1,413.51
Invoice				
Cash Payment	E 602-49450-380 Utility Services	201 1ST ST S		\$48.14
Invoice				
Transaction Date	2/13/2026	CHECKING ACCOU	10100	Total \$2,498.34
Refer	5052 MIENERGY COOPERATIVE	Ck# 301333E	2/13/2026	
Cash Payment	E 201-42200-380 Utility Services	FIRE DEPT		\$42.37
Invoice				
Cash Payment	E 202-42300-380 Utility Services	AMBULANCE		\$21.18
Invoice				
Cash Payment	E 101-43160-380 Utility Services	DEBRA DRIVE		\$92.58
Invoice				
Cash Payment	E 101-43160-380 Utility Services	E MAIN ST LIGHTS		\$113.73
Invoice				
Cash Payment	E 101-43100-380 Utility Services	CITY SHOP		\$117.02
Invoice				
Cash Payment	E 601-49400-380 Utility Services	PUMP 3 & 4		\$309.95
Invoice				
Cash Payment	E 602-49450-380 Utility Services	CTY RD 106 LIFT STATION		\$285.31
Invoice				
Cash Payment	E 101-45200-380 Utility Services	CTY RD 25 BALLPARK		\$61.69
Invoice				
Cash Payment	E 101-45180-380 Utility Services	COMMUNITY CENTER		\$725.41
Invoice				
Cash Payment	E 101-45200-380 Utility Services	CEDAR LANE PARK		\$34.41
Invoice				
Cash Payment	E 602-49450-380 Utility Services	1ST ST LIFT STATION		\$54.12
Invoice				



CITY OF LEWISTON

Payments

02/13/26 12:26 PM

Page 3

Current Period: FEBRUARY 2026

Cash Payment	E 602-49450-380 Utility Services	BENSON DR LIFT STATION	\$119.91
Invoice			
Cash Payment	E 101-45200-380 Utility Services	SOUTHSIDE PARK	\$34.41
Invoice			
Cash Payment	E 101-45200-380 Utility Services	NORTH PARK	\$34.41
Invoice			
Cash Payment	E 601-49400-380 Utility Services	WELL 5	\$1,175.57
Invoice			
Cash Payment	E 602-49450-380 Utility Services	WTTP	\$3,110.24
Invoice			
Cash Payment	E 101-43160-380 Utility Services	MAIN ST STREET LIGHTS	\$1,130.90
Invoice			
Transaction Date	2/13/2026	CHECKING ACCOU 10100	Total \$7,463.21
Refer	5053 WINONA COUNTY SHERIFFS DEP	Ck# 048429 2/13/2026	
Cash Payment	E 207-42100-315 Outside Services	Yearly ERT Contribution	\$750.00
Invoice			
Transaction Date	2/13/2026	CHECKING ACCOU 10100	Total \$750.00
Refer	5054 DOMKE EXCAVATING	Ck# 048421 2/13/2026	
Cash Payment	E 101-43125-240 Road Salt	Hauling of salt/sand mix	\$130.00
Invoice 18899			
Transaction Date	2/13/2026	CHECKING ACCOU 10100	Total \$130.00
Refer	5055 American Legal Publishing	Ck# 048419 2/13/2026	
Cash Payment	E 101-41000-433 Dues and Subscriptions	2025 S-2 Online Code Supp Pages	\$37.05
Invoice 45372			
Transaction Date	2/13/2026	CHECKING ACCOU 10100	Total \$37.05
Refer	5056 LEAGUE OF MN CITIES INS TRUST	Ck# 048425 2/13/2026	
Cash Payment	E 202-42300-151 Worker s Comp Insuranc	Amb Service Lewiston Wcomp	\$829.34
Invoice 2026			
Cash Payment	E 212-42300-151 Worker s Comp Insuranc	Amb Service St. Charles Wcomp	\$894.54
Invoice 2026			
Cash Payment	E 101-41000-151 Worker s Comp Insuranc	Clerical Office Workers Wcomp	\$98.58
Invoice 2026			
Cash Payment	E 207-42100-151 Worker s Comp Insuranc	Police Wcomp	\$1,624.27
Invoice 2026			
Cash Payment	E 101-43100-151 Worker s Comp Insuranc	General Maintenance(Streets) Wcomp	\$383.90
Invoice 2026			
Cash Payment	E 601-49400-151 Worker s Comp Insuranc	Water (Waterworks) Wcomp	\$77.20
Invoice 2026			
Cash Payment	E 101-45200-151 Worker s Comp Insuranc	Parks Wcomp	\$225.33
Invoice 2026			
Cash Payment	E 101-41000-151 Worker s Comp Insuranc	Elected or Appointed Officials Wcomp	\$9.91
Invoice 2026			
Cash Payment	E 602-49450-151 Worker s Comp Insuranc	Sewer Wcomp	\$50.07
Invoice 2026			
Cash Payment	E 201-42200-151 Worker s Comp Insuranc	Charitable Gambling	\$14.60
Invoice 2026			
Cash Payment	E 101-45180-151 Worker s Comp Insuranc	CC (Building - Oper) Wcomp	\$70.42
Invoice 2026			



CITY OF LEWISTON
Payments

02/13/26 12:26 PM
Page 4

Current Period: FEBRUARY 2026

Cash Payment		E 201-42200-151 Worker s Comp Insuranc	Firefighters Wcomp	\$937.84
Invoice 2026				
Transaction Date	2/13/2026	CHECKING ACCOU	10100	Total \$5,216.00

Fund Summary

	10100 CHECKING ACCOUNT	
101 General Fund		\$6,252.87
201 Fire Department		\$994.81
202 Ambulance - Lewiston		\$1,100.52
207 Police		\$2,415.27
212 Ambulance - St.Charles		\$930.54
601 Water Fund		\$2,225.22
602 Sewer Fund		\$4,225.29
		\$18,144.52

Pre-Written Checks	\$18,144.52
Checks to be Generated by the Computer	\$0.00
Total	\$18,144.52



CITY OF LEWISTON
Payments

02/20/26 2:15 PM
Page 1

Current Period: FEBRUARY 2026

Payment Batch 20260225_CP2 \$676.50

Refer 5082 CRW ARCHITECTURE + DESIGN G Ck# 000005E 2/20/2026

Cash Payment E 431-47961-303 Engineering Fees Construction Admin \$676.50

Invoice 06612A

Project 25PSC

Transaction Date 2/20/2026 Bond Checking 10102 Total \$676.50

Fund Summary

	10102 Bond Checking	
431 2025D GO CIP Construction	\$676.50	
	\$676.50	

Pre-Written Checks	\$676.50
Checks to be Generated by the Computer	\$0.00
Total	\$676.50



CITY OF LEWISTON

02/20/26 5:07 PM

Page 1

***Check Detail Register©**

Batch: 20260225_CP1

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
10100 CHECKING ACCOUNT					
48436	02/25/26	ARNOLD'S OF EYOTA			
E 101-45200-400		Repair/Maint	\$160.05	PO7515	Lawn mower service parts
E 101-45200-400		Repair/Maint	\$109.89	PO7613	Lawn mower service parts
		Total	\$269.94		
48437	02/25/26	BETH CARLSON			
E 101-41000-331		Conf & travel Expenses	\$332.68		Hotel Accomodation
		Total	\$332.68		
48438	02/25/26	BOLTON & MENK			
E 101-41000-304		Legal Fees	\$161.25	24537	General Municipal Matter
E 101-41000-304		Legal Fees	\$230.00	24575	Employment Matters
		Total	\$391.25		
48439	02/25/26	BOUND TREE MEDICAL			
E 202-42300-210		Operating Supplies	\$78.67	86093403	Sani-cloth
E 212-42300-210		Operating Supplies	\$78.66	86093403	Sani-cloth
E 202-42300-210		Operating Supplies	\$664.34	86093403	IV Supplies, Gloves, Nasal Cannula
E 212-42300-210		Operating Supplies	\$664.34	86093403	IV Supplies, Gloves, Nasal Cannula
		Total	\$1,486.01		
48440	02/25/26	BRIAN EDWARDS			
E 202-42300-315		Outside Services	\$6,000.00	2025	2025 Assessment (2024 EMS Aid Money)
E 212-42300-315		Outside Services	\$6,000.00	2025	2025 Assessment (2024 EMS Aid Money)
		Total	\$12,000.00		
48441	02/25/26	FASTENAL COMPANY			
E 101-45180-210		Operating Supplies	\$167.30	MNWIN5243	Trash Bags
		Total	\$167.30		
48442	02/25/26	ferguson			
E 601-49400-153		Employee Training & Edu	\$100.00	0561019	Water Training
		Total	\$100.00		
48443	02/25/26	HAWKINS INC			
E 601-49400-400		Repair/Maint	\$10.00	7334803	Chlorine Cylinder Exchange
		Total	\$10.00		
48444	02/25/26	HBC			
E 101-41000-320		Communication	\$306.58		ph, internet, cable-comm ctr
E 101-41000-320		Communication	\$0.00		ph, internet, cable-city hall
E 202-42300-320		Communication	\$101.38		ph, internet, cable-amb
E 201-42200-320		Communication	\$101.38		ph, internet, cable-fd
E 207-42100-320		Communication	\$0.00		ph, internet, cable-police
E 601-49400-320		Communication	\$22.00		Water Meter - Tower internet
E 101-41000-101		Full-Time Employees Reg	\$0.00		
		Total	\$531.34		
48445	02/25/26	HILLYARD			
E 101-45180-210		Operating Supplies	\$171.48	90029880	Window Cleaner Concentrate



CITY OF LEWISTON

02/20/26 5:07 PM

Page 2

***Check Detail Register©**

Batch: 20260225_CP1

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-45180-210		Operating Supplies	\$105.28	90037607	Floor Cleaner
		Total	\$276.76		
48446	02/25/26	KWIK TRIP INC.			
E 207-42100-212		Gas\Diesel	\$531.43		police
E 207-42100-210		Operating Supplies	\$0.00		police
E 202-42300-212		Gas\Diesel	\$269.78		amb
E 202-42300-210		Operating Supplies	\$24.40		amb (non-fuel)
E 212-42300-210		Operating Supplies	\$120.17		amb (tahoe)
E 101-43125-212		Gas\Diesel	\$85.81		ice/snow
E 101-45200-212		Gas\Diesel	\$0.00		parks
E 101-43100-212		Gas\Diesel	\$403.31		street
E 101-45200-212		Gas\Diesel	\$0.00		mower
E 601-49400-212		Gas\Diesel	\$0.00		water
E 602-49450-212		Gas\Diesel	\$0.00		sewer
E 208-45100-212		Gas\Diesel	\$0.00		Summer Rec
E 101-41000-212		Gas\Diesel	\$0.00		admin
E 101-41000-210		Operating Supplies	\$0.00		admin (non-fuel)
E 201-42200-212		Gas\Diesel	\$174.25		fire
E 201-42200-210		Operating Supplies	\$0.00		fire
		Total	\$1,609.15		
48447	02/25/26	LEAGUE OF MN CITIES			
E 101-41000-331		Conf & travel Expenses	\$524.00	444086	City Day on the Hill & MCMA Conference
E 101-41000-331		Conf & travel Expenses	\$75.00	444690	2026 MCMA Winter Workshop - Ragini
E 101-41000-154		Safety Train & Supply	\$1,228.50	445291	Regional Safety Groups Training
		Total	\$1,827.50		
48448	02/25/26	LEWISTON AUTO COMPANY			
E 202-42300-400		Repair/Maint	\$96.10	348892	Unit 800 Oil Change
		Total	\$96.10		
48449	02/25/26	MAYO CLINIC AMBULANCE			
E 212-42300-317		Adv Life Support Intercep	\$350.00	115329	ALS Intercept
E 212-42300-317		Adv Life Support Intercep	\$350.00	117038	ALS Intercept
		Total	\$700.00		
48450	02/25/26	MCKESSON MEDICAL SURGICAL			
E 202-42300-210		Operating Supplies	\$385.90	85540471	Medications - IV Solution, Glucagon
E 212-42300-210		Operating Supplies	\$385.90	85540471	Medications - IV Solution, Glucagon
		Total	\$771.80		
48451	02/25/26	PRECISION SERVICE & REPAIR			
E 101-43100-400		Repair/Maint	\$93.87	10972	Hydraulic Hose Repair
		Total	\$93.87		
48452	02/25/26	STRYKER SALES CORP			
E 202-42300-210		Operating Supplies	\$122.30	9211530465	Stretcher Straps
E 212-42300-210		Operating Supplies	\$122.30	9211530465	Stretcher Straps
		Total	\$244.60		



CITY OF LEWISTON

02/20/26 5:07 PM

Page 3

***Check Detail Register©**

Batch: 20260225_CP1

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
48453	02/25/26	THE GOOD YEAR TIRE & RUBBER			
E 202-42300-400		Repair/Maint	\$2,244.57	128-1161538	Truck 822 Tires
		Total	\$2,244.57		
48454	02/25/26	TRI-STATE AMBULANCE			
E 202-42300-317		Adv Life Support Intercep	\$250.00	26-2660	ALS Intercept
		Total	\$250.00		
48455	02/25/26	UTICA TOWNSHIP			
E 101-43100-403		Street Maintenance	\$180.00	22408320	Twsp Road Grading (City Portion)
		Total	\$180.00		
301347 e	02/20/26	USDA/RURAL DEVELOPMENT			
E 602-49481-601		Debt Srv Bond Principal	\$7,350.00	2025	Debt Service Bond Principal
E 602-49481-611		Bond Interest	\$6,000.00	2025	Bond Interest
		Total	\$13,350.00		
		10100	\$36,932.87		

Fund Summary

10100 CHECKING ACCOUNT

101 General Fund	\$4,335.00
201 Fire Department	\$275.63
202 Ambulance - Lewiston	\$10,237.44
207 Police	\$531.43
208 Summer Recreation	\$0.00
212 Ambulance - St.Charles	\$8,071.37
601 Water Fund	\$132.00
602 Sewer Fund	\$13,350.00
	\$36,932.87

City of Lewiston, Minnesota
City Council Resolution #2026-11
Accepting Donation from Headway Marketing LLC/Lewiston Auto/Chevy Youth Sports

WHEREAS, the City of Lewiston is generally authorized to accept donation of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and

WHEREAS, the City Council of the City of Lewiston agrees that the said contribution would be of benefit to the citizens of the City of Lewiston.

NOW THEREFORE BE IT RESOLVED, that the City Council hereby acknowledges and agrees to accept the following donations:

\$500 from Headway Marketing LLC/Lewiston Auto/Chevy Youth Sports
Plus Additional \$500 if we did 20 test drives

Adopted by the City Council of Lewiston, Minnesota, this 25th day of February 2026.

Mayor

ATTEST:

City Clerk

**REQUEST FOR COUNCIL ACTION**

**Peoples Service expenditure sheet and
chemical budget report**

COUNCIL DATE:
February 25, 2026

TO:
City Council

CATEGORY:
Department Reports

FROM:
Dan Horvat

Background:

.

Staff Recommendation:

.

Attachments:

[Lewiston - Dec 25-Chemical Budget Report.pdf](#)
[1384_001.pdf](#)

Lewiston - Chemical Report

Budget Year: June 2025 - May 2026

Below is the monthly chemical usage and costs for the month of **December 2025** and for previous months. At the bottom of the report is the monthly / year-to-date budget totals. For questions email kkettner@peopleservice.com

Chlorine - 505001-Wastewater

Budget Month	Invoice Date	Usage	Price UOM	Unit Price	Chemical Cost	Shipping & Tax	Total
Jun-25	5/15/2025	2-Demurrage	rt	\$10.00	\$20.00	\$0.00	\$20.00
	5/20/2025	1	cy	\$203.00	\$203.00	\$32.77	\$235.77
	6/15/2025	2-Demurrage	rt	\$10.00	\$20.00	\$0.00	\$20.00
							\$275.77
Jul-25	7/10/2025	1	cy	\$203.00	\$203.00	\$30.48	\$233.48
	7/15/2025	1-Demurrage	rt	\$10.00	\$10.00	\$0.00	\$10.00
							\$243.48
Aug-25	8/15/2025	2-Demurrage	rt	\$10.00	\$20.00	\$0.00	\$20.00
Oct-25	9/15/2025	2-Demurrage	rt	\$10.00	\$20.00	\$0.00	\$20.00
	10/15/2025	2-Demurrage	rt	\$10.00	\$20.00	\$0.00	\$20.00
							\$40.00
Nov-25	11/15/2025	2-Demurrage	rt	\$10.00	\$20.00	\$0.00	\$20.00
Dec-25	12/15/2025	2-Demurrage	rt	\$10.00	\$20.00	\$0.00	\$20.00
Total		2					\$619.25

Lewiston - Chemical Report

Budget Year: June 2025 - May 2026

Lime - 505004-Wastewater

Budget Month	Invoice Date	Usage	Price UOM	Unit Price	Chemical Cost	Shipping & Tax	Total
Jun-25	5/6/2025	1000	lb	\$0.1042	\$104.20	-\$5.00	\$99.20
Jul-25	6/18/2025	800	lb	\$0.1042	\$83.36	-\$0.42	\$82.94
	6/19/2025	600	lb	\$0.1042	\$62.52	\$0.00	\$62.52
							\$145.46
Aug-25	5/19/2025	500	lb	\$0.1042	\$52.10	-\$2.50	\$49.60
	5/22/2025	600	lb	\$0.1042	\$62.52	-\$3.00	\$59.52
	5/23/2025	600	lb	\$0.1042	\$62.52	-\$3.00	\$59.52
	7/3/2025	400	lb	\$0.1042	\$41.68	\$0.00	\$41.68
	7/15/2025	500	lb	\$0.1042	\$52.10	\$0.00	\$52.10
							\$262.42
Sept-25	8/5/2025	800	lb	\$0.1042	\$83.36	-\$4.00	\$79.36
	8/11/2025	800	lb	\$0.1042	\$83.36	\$6.36	\$89.72
							\$169.08
Dec-25	9/9/2025	600	lb	\$0.1042	\$62.52	\$0.00	\$62.52
	9/11/2025	800	lb	\$0.1042	\$83.36	\$0.00	\$83.36
							\$145.88
Total		8,000					\$822.04

Sulfur Dioxide - 505009-Wastewater

Budget Month	Invoice Date	Usage	Price UOM	Unit Price	Chemical Cost	Shipping & Tax	Total
Jun-25	5/15/2025	2-Demurrage	rt	\$10.00	\$20.00	\$0.00	\$20.00
	6/15/2025	2-Demurrage	rt	\$10.00	\$20.00	\$0.00	\$20.00
							\$40.00
Jul-25	7/10/2025	1	cy	\$196.00	\$196.00	\$29.95	\$225.95
	7/15/2025	1-Demurrage	rt	\$10.00	\$10.00	\$0.00	\$10.00
							\$235.95
Aug-25	8/15/2025	1-Demurrage	rt	\$10.00	\$10.00	\$0.00	\$10.00
Oct-25	9/15/2025	2-Demurrage	rt	\$10.00	\$20.00	\$0.00	\$20.00
	9/29/2025	1	cy	\$196.00	\$196.00	\$35.98	\$231.98
	10/15/2025	1-Demurrage	rt	\$10.00	\$10.00	\$0.00	\$10.00
							\$261.98
Nov-25	11/15/2025	1-Demurrage	rt	\$10.00	\$10.00	\$0.00	\$10.00
Dec-25	12/12/2025	1	cy	\$196.00	\$196.00	\$54.23	\$250.23
	12/15/2025	1-Demurrage	rt	\$10.00	\$10.00	\$0.00	\$10.00
							\$260.23
Total		3					\$818.16

Lewiston - Chemical Report
Budget Year: June 2025 - May 2026

Other Chemicals - 505013-Wastewater

Budget Month	Invoice Date	Usage	Price UOM	Unit Price	Chemical Cost	Shipping & Tax	Total
Total		0					\$0.00

Ferric Chloride - 505014-Wastewater

Budget Month	Invoice Date	Usage	Price UOM	Unit Price	Chemical Cost	Shipping & Tax	Total
Jun-25	5/20/2025	660	ga	\$3.89	\$2,567.40	\$210.76	\$2,778.16
	6/11/2025	660	ga	\$3.89	\$2,567.40	\$228.05	\$2,795.45
							<u>\$5,573.61</u>
Jul-25	7/10/2025	660	ga	\$3.89	\$2,567.40	\$198.05	\$2,765.45
Aug-25	8/5/2025	660	ga	\$3.89	\$2,567.40	\$228.05	\$2,795.45
Sept-25	9/2/2025	660	ga	\$3.89	\$2,567.40	\$235.04	\$2,802.44
Oct-25	9/29/2025	660	ga	\$3.89	\$2,567.40	\$214.01	\$2,781.41
Nov-25	11/4/2025	660	ga	\$3.89	\$2,567.40	\$235.04	\$2,802.44
Dec-25	11/25/2025	660	ga	\$3.89	\$2,567.40	\$235.04	\$2,802.44
Total		5,280					\$22,323.24

Lewiston - Chemical Report

Budget Year: June 2025 - May 2026

Monthly / Year-to Date Chemical Budget Totals

Month	Wastewater	Chemical Budget	Over / (Under)
June	\$5,989	\$23,509	\$(17,520)
July	\$3,390	\$17,520	\$(14,130)
August	\$3,088	\$14,130	\$(11,042)
September	\$2,972	\$11,042	\$(8,071)
October	\$3,083	\$8,071	\$(4,987)
November	\$2,832	\$4,987	\$(2,155)
December	\$3,229	\$2,155	\$1,074
January			
February			
March			
April			
May			
Year-to-Date	\$24,583		

Wastewater Plant Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
12/03/25	Plunkett's/Varmint Guard	Annual Pest Control at Plant	\$453
12/18/25	Clarey's Safety Equipment	Annual Fire Extinguisher Inspection	\$40

Total \$493

Wastewater System Maintenance Expenditures

<u>Date</u>	<u>Vendor List</u>	<u>Description</u>	<u>Total</u>
-------------	--------------------	--------------------	--------------

Total \$0

Total Expenditures

W/W Plant Maintenance \$493

W/W System Maintenance \$0

Total For This Month \$493

Total Maintenance Dollars Spent Year-to-Date \$15,775
(June 1, 2025 to End of This Report Month)

Annual Maintenance Budget \$8,774

(June 1, 2025 - May 31, 2026)

Percent Maintenance Budget Spent Year-to-Date 180%

Total maintenance dollars spent year-to-date is close to exceeding the budgeted amount listed in the O&M Agreement. Any maintenance money spent over the budgeted amount will be billed to the city at the end of the current agreement year.



REQUEST FOR COUNCIL ACTION

Approve Purchases for Webster A. and Marcelle B. Fischer Foundation Grant Award

COUNCIL DATE:
February 25, 2026

TO:
City Council

CATEGORY:
Memorandums

FROM:
Ragini Varma

Background:

As Council is aware, the City received a \$350,000 grant from the Webster A. and Marcelle B. Fischer Foundation designated for specific purchases for the Public Safety Building. The approved expenditure categories were established by the Fischer Family Foundation, and City Council adopted Resolution 2025-28 to formally identify and track all related purchases.

Several quotes were reviewed and discussed by the Public Safety Committee at its meeting on February 11, 2026. Members present were Dwayne Ostrem, Charisse Nelson, Holly Jacobs, Marc Potter, Calley Bortz, Casey Iossi, Matt Essig, and Ragini Varma. Councilmember Beck was not in attendance.

The following two purchases are now ready for Council approval under the approved grant categories:

Ambulance Crew Quarters - Allowable Grant Allocation: \$13,300–\$15,000

Fire Station Quote #16927: \$7,432.78

Integrated Security/Intercom System - Allowable Grant Allocation: \$50,000–\$60,000

Grove Security Quote #001785 v1: \$69,715.70

The amount exceeding \$60,000 (\$9,715.70) will be covered by GC credit.

Additional quotes within the approved categories will be brought before Council for approval as they are finalized and available in near future.

Staff Recommendation:

Approve the two purchases and paid for by Webster A. and Marcelle B. Fischer Foundation Grant Award as presented.

Attachments:

[AmbulanceCrewQuarters-7432.78-FireStationFurniture.pdf](#)

[Grove Security-Verkada Cameras-Readers-69715.70.pdf](#)



Quote

WORKING FIRE FURNITURE & MATTRESS CO.,
INC.

PO Box 1310
Mebane NC 27302 USA
sales@firestationfurniture.com
+18559563473

DATE	EXPIRATION	QUOTE #
2/3/2026	4/4/2026	16927
		PO #

BILL TO

Matt Essig
Lewiston Ambulance
85 N Fremont St
Lewiston MN 55952

SHIP TO

Matt Essig
Lewiston Ambulance
85 N Fremont St
Lewiston MN 55952

ITEM LIST

DB-LAD-PRO-B

Duty-Built® Ladder PRO 450 lb. Big & Tall Recliner - Black/Rocking	3.00	899.99	2,699.97
--	------	--------	----------

BFT-CLHB-TX

Built Firehouse Tough™ Solid Wood Half Bunk Bed Twin XL Cherry Lacquer	3.00	409.99	1,229.97
--	------	--------	----------

DB-Chief-TXL

Duty-Built Chief 12" Mattress - Twin XL	3.00	569.99	1,709.97
---	------	--------	----------

BT-BBMP-TX

Bed Bug Proof Encased Mattress Protector - Twin XL	3.00	89.99	269.97
--	------	-------	--------

SUBTOTAL	5,909.88
SHIPPING	1,522.90

* Mattresses and protectors ship in 7-10 business days. Delivery is normally made by FedEx Ground

* Built Firehouse Tough® and Built Firehouse Strong® furniture ships in an estimated 4-6 weeks.

* Duty-Built® recliners and sofas ship in estimated 4 weeks.

* Deliveries are only made to business addresses and include customer offloading. Lift gate is not provided or available unless specifically requested. Actual delivery times are determined by the carrier and can vary based on the geographic location of the delivery.

TOTAL USD	7,432.78
------------------	-----------------

Terms & Conditions

Quote is valid for 60 days from quote date. Beyond 60 days, quote must be updated before placing order.

The shipping quote for some products is valid for less than 60 days, and an updated quote may be needed before we can process your order. This may change the total amount of your Estimate.

Our supplier agreement prohibits us from selling or delivering product to residential customers.

Order acknowledgement: Any changes to this order must be received and acknowledged no more than 3 business days after receipt of the order approval.

Order may be subject to a price increase after receipt of signed quote, order contract or receipt of signed purchase order.

Cancellation: If you wish to cancel an order, please notify us as quickly as possible. Generally, we are NOT able to cancel an order once it is placed. Once an order has been processed for shipping, it cannot be canceled. If we can cancel the order on eligible items before they ship, you will not be charged a restocking fee. If the order has shipped, you will be responsible for a 35% restocking fee and all applicable shipping costs (out and return). If a shipment is refused, you will be responsible for a 35% restocking fee and all applicable shipping costs.

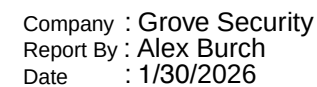
Deliveries: Customers must be prepared for deliveries. Customer is responsible for offloading the furniture upon delivery. Drivers may assist with moving the boxes to the back of the trailer but will not offload or transport the boxes into the facility. Lift gates are not available with the carriers that we use for delivery. If you are not willing or able to unload the furniture, you can request a quote for "white glove" delivery. This cost will be the responsibility of the customer. It is your responsibility to let us know if any potential issues with accessing your delivery location - remote island, gated access, low bridges, restricted access, etc. If you fail to notify us of any potential accessibility issues, you will be responsible for any added costs incurred during the delivery.

Postponed Delivery/Installation: Some orders may be postponed/held without penalty. For those that can't be, any order postponed 30 days or longer from the original estimated ship date, without 60 days prior notice may be subject to storage charges of \$300 per trailer/container per month and a one-time handling charge of \$360 per trailer/container. Any order postponed with less than 14 days' notice will be subject to additional shipping, handling, and storage charges of up to \$1,000 per trailer/container per week. Payment will be due per the original terms. We will make every effort to reschedule postponed deliveries on customer's requested date. Due to other delivery commitments, we cannot guarantee delivery on the date you requested.

Payment terms: Terms are Net 30 days from invoice date when approved. Some customers may be required to pay a deposit before ordering. Payment may be made by check, ACH or credit card. When paying with credit card a 3% processing fee will be added to the total.

Collection costs: Customer agrees to pay all costs of collection, including reasonable attorney fees, collection fees and court costs in the event customer fails to pay any charges when due.

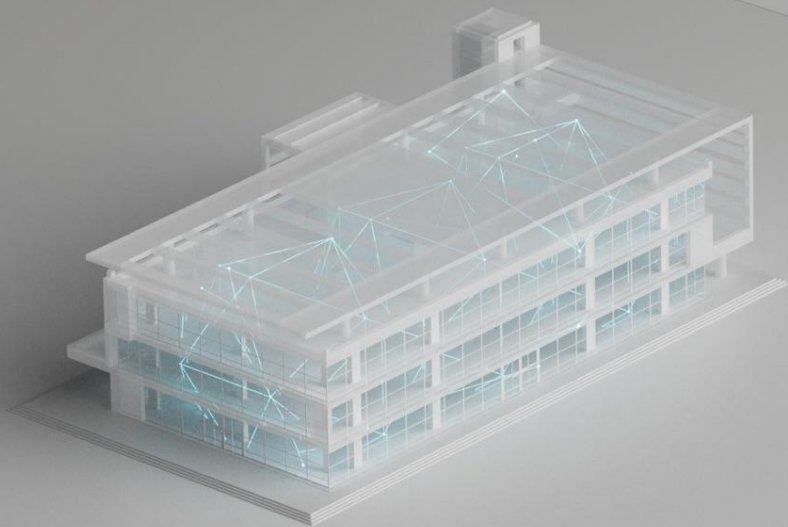
Warranty: Warranty varies from item to item, please check the individual item for specifics on that product's warranty.



Delivering a Centralized Security Solution

Partnership Proposal for
Lewiston MN





Agenda

Verkada/Grove Security Overview

Project Context and Goals

Our Solution

Security

Pricing



GROVE SECURITY
ROOTED IN THREAT INTELLIGENCE



Sensor



Video Security



Verkada Command



Alarm



Access Control



Guest



Trusted By Local Cities and Municipalities

15,000+ Organizations worldwide
100+ Fortune 500 Companies
4,900+ Resellers



City of Oronoco





Why customers love Verkada

Easy



No on-prem servers to manage



Access remotely from browser or mobile device



Automatic firmware and software updates



Easily grant/revoke access

Smart



Automatic event alerts



Instantly share live video



Advanced Search Filters



AI-based video analytics

Scalable



Won't clog your network like other IP cameras



Unlimited cloud archiving



Install 1 camera or 10,000+ cameras



Unlimited users



24/7, unlimited video verification



New project for Lewiston MN

Usability, scalability and security are key issues identified by your team

1

Site Safety/Proactivity

Buildings currently has no system with major gaps in coverage and surveillance

2

Maintenance & Support

Seeking a solution that does not requires multiple different systems and programs to manage. Time consuming and prolongs response to incidents. No current hardware or aged hardware.

3

Complete Site Deployment

With replacing current system a roll out / phase approach is desirable. Full overhaul requires correct timing and budget

4

Cybersecurity Posture

NVRs and manual patching without continual firmware/software updates poses a significant security risk to the organization.

5

Unpredictable Costs

Technical issues are more common on "on-prem" systems requiring time and resources.. Out of warranty costs are possible. Feature paywalls are undesirable

6

No Device Interoperability

Desire for a single pane of glass solution that incorporates Doors,Cameras, Alarms, etc.

Configuring these devices to work today can be resource heavy depending on solution



How Does Verkada Fit In?

A holistic solution providing unparalleled insights into site operations and security. Configured and secured out of the box, with a predictable TCO

1

Site Safety/Proactivity

Verkada provides a single pane of glass for teams and leadership to review footage, control access, add alarm monitoring, and provide essential timely responses to City sites. Safer smarter buildings and sites.

2

Low Maintenance and Easy Resolution

Verkada's best-in-class support can patch issues with 24/7 online support built into platform. Verkada Products & AWS cloud have a >99% uptime.

3

Integrated Across Sites

All Verkada devices are natively integrated across all sites and products on a single pane of glass, providing a holistic security solution through a single vendor

4

Cybersecurity Posture

Verkada devices are automatically updated to ensure continual patching, compliance, and leverages the AWS cloud to ensure city security. Please reference [this link](#) for Verkada's cybersecurity profile

5

Predictable Costs

Verkada will provide a solution that eliminates ancillary costs with a security system. Once a deployment is completed, there are no additional costs associated with the system until license renewal.

6

Device Interoperability

All Verkada devices leverage state of the art AI and native integrations to provide deeper insights, stronger security, and an easy UI to understand for less-technical users

Additional Info:

[Verkada Security Documentation landing page](#)

Documentation for the following security standards are available [here](#).

Governance

Security Standards

Documentation for the following security standards are available [here](#).

Verkada's security practices align with a variety of standards that support customers' security requirements.

Verkada conducts independent security assessments of Verkada Systems at least quarterly.



SOC 2

Verkada completes annual SOC 2 Type 2 examinations for the Security Trust Service Criteria.



ISO 27001:2022

Verkada's Command Platform has received certification for ISO 27001:2022 (information security management systems).



ISO 27017:2015

Verkada's Command Platform has received certification for ISO 27017:2015 (information security controls for cloud services).



ISO 27018:2019

Verkada's Command Platform has received certification for ISO 27018:2019 (the protection of personally identifiable information (PII) in public clouds).



TX-RAMP

As of April 22, 2024, Verkada has TX-RAMP (Texas Risk and Authorization Management Program) Provisional Certification.



FedRAMP

The Verkada Command Platform for AWS GovCloud is now available. Verkada achieved FedRAMP Ready at the Moderate Impact Level on July 2nd, 2024. For more information on government-grade solutions see verkada.com/government.



Controlled Total Cost of Ownership

Transparent pricing, 10-year warranty
and best in class support

License Overview

- No hidden costs – predictable renewal costs
- 10-year warranty on all hardware; next day RMAs
- Best-in-class technical support
- No ongoing maintenance costs
- No ongoing software costs
- Automatic firmware updates
- Unlimited users



Hardware
(Up to 365 Days of Local Storage)



License
1,3,5, 10-Year License



Your Investment with Verkada

Please Reference document : **PublicSafetyBldg_5YRv2**

Breakdown of 1-Year Licensing Costs:

- **Surveillance Hardware: \$15,452.80**
 - Includes Cameras and Mounts
- **Access Control Hardware: \$11,225.60**
 - Includes Door Panels and Video Intercom
- **Licensing: \$23,140.00**
 - **Annual Cost Over 5 Years: \$4,628.00**
 - 24/7 Technical Support
 - 2-Day Advanced Replacement on ALL hardware
 - Automatic software, firmware, and security updates
- **Installation: \$19,156.30**
 - Local Support by Grove Security
 - Unlimited users, sites, 10 Year warranty on all products

Items for Review:

- 24/7 Technical Support w/ 2-Day Advanced Replacement on ALL hardware
 - 95% of issues are resolved remotely
 - Significantly reduces Total Cost of Ownership
- Emergency Support by Grove Security
 - Standard: 48-Hours (schedule considered)
 - Service Agreement: Strict SLA guidelines will be provided
- SOC 2 Type 2 documentation on *slide 8*
- Verkada is hosted on AWS Cloud

Considerations on this proposal:

- Price/discount is locked in as other phases down the road arise



GROVE SECURITY
ROOTED IN THREAT INTELLIGENCE

Thank You

Contact

Ryan Erasmus (Verkada)
Account Executive
ryan.erasmus@verkada.com

Alex Burch (Grove Security)
Managing Director
alex@grove-security.com



Public Safety Building - 5YR Licensing v2

Quote #001785 v1

Prepared For:

City of Lewiston

Ragini Varma
 75 Rice St
 Lewiston, MN 55952

P: (507) 523-2257

E: rvarma@lewistonmn.gov

Prepared by:

Grove Security

Alex Burch
 445 Minnesota St.
 Suite 1500
 Saint Paul, MN 55101

P: 612.250.3597

E: alex@grove-security.com

Date Issued:

01.30.2026

Expires:

02.27.2026

Products

Description	Price	Qty	Ext. Price
Verkada Angle Mount, 30 deg	\$119.20	2	\$238.40
Verkada Corner Mount	\$159.20	4	\$636.80
Verkada Arm Mount	\$79.20	4	\$316.80
Verkada Two-Camera Multisensor Pendant Cap Mount	\$87.20	4	\$348.80
Verkada CD43 Indoor Dome Camera, 5MP, Fixed Lens, 256GB of Storage, Maximum 30 Days of Retention	\$799.20	2	\$1,598.40
Verkada CD43-E Outdoor Dome Camera, 5MP, Fixed Lens, 256GB of Storage, Maximum 30 Days of Retention	\$959.20	1	\$959.20
Verkada CF83-E Outdoor Fisheye Camera, 12MP, Fixed Lens, 512GB of Storage, Maximum 30 Days of Retention	\$1,439.20	3	\$4,317.60
Verkada 5-Year Camera License, Capacity Increase	\$799.20	6	\$4,795.20
Verkada CY53-E Outdoor Two-Camera Multisensor, 2x5MP, Zoom Lens, 512GB of Storage, Maximum 30 Days of Retention	\$1,759.20	4	\$7,036.80
Verkada 5-Year Two-Camera Multisensor License, Capacity Increase	\$1,439.20	4	\$5,756.80
Verkada AC62 16 Door Controller	\$4,239.20	1	\$4,239.20
Verkada 18AH Backup Battery for AC62	\$559.20	1	\$559.20
Verkada AD34 Multi-format Card Reader	\$279.20	11	\$3,071.20
Verkada AD64 Multi-format, Single Gang Card Reader with Keypad	\$479.20	3	\$1,437.60
Verkada 5-Year Door License, Capacity Increase	\$799.20	14	\$11,188.80
Verkada TD63 Angle Mount	\$319.20	1	\$319.20
Verkada TD63 Video Intercom Keypad	\$1,599.20	1	\$1,599.20
Verkada 5-Year Intercom License, Capacity Increase	\$1,399.20	1	\$1,399.20

Products

Description	Price	Qty	Ext. Price
All of the following is also included, provided by Verkada:			
10-Year Hardware Warranty (2-business day replacement) - Device: CP52 and CD22(E) has 5-Year Hardware Warranty 24/7 Verkada support (including phone support) - Unlimited users for software access - Automatic Software & Firmware Updates. Your system will be up to date at all times - Cloud Archive with unlimited storage			
Subtotal:			\$49,818.40

Services

Description	Price	Qty	Ext. Price
Professional Installation Services & Materials	\$19,156.30	1	\$19,156.30
Subtotal:			\$19,156.30

Statement of Work

Professional Installation Services to include

- Staging of equipment to provide a smooth implementation of the Verkada Command platform and equipment across the City of Lewiston, Public Safety facility.
 - Installation of 10 new cameras
 - Installation of camera mounts (where applicable)
 - Cable to be FBO (furnished by others)
 - Confirm camera operation and adjust the field of view to desired state
 - Installation of 1 new video intercom with keypad
 - Installation of 14 new access controlled doors; 11 standard readers, 3 keypad readers
 - Electric strikes, cable, ancillary devices and ancillary power supplies to be FBO
 - Confirm door/lock/reader/REX/DPI operation at each door location and assimilate door activity events to nearest camera (where applicable)
- All costs including time and materials are included in total balance above
- Test all cables
- Pre-programming of Verkada Command
- Verkada training for City of Lewiston team, ongoing support by Grove Security

Legal Terms

Note 1: All labor is warrantied for 90 days from date of installation. If adjustments during this period exceed 10-labor hours, an hourly rate will be administered.

Note 2: 100% of hardware and software and 50% of Installation costs are due at signature, remaining balance due at project completion. If the total project is less than \$10,000, 100% of the quote is due at signature.

Note 3: Rescheduling and redeployment of Grove Security's technicians due to unacceptable site preparation may cause scheduling delays and additional travel expenses will be billed.

Note 4: This Agreement shall be construed and enforced under the laws of the State of Minnesota without regard to its conflicts of laws principles and any action maintained by the Parties hereto shall be commenced solely within the state or federal courts located in Washington County, Minnesota.

Note 5: Grove Security reserves the right to charge Customer interest on any overdue payments at one-and-one-half percent (1.5%) per month (18% per year), or the maximum amount allowed by applicable law. If Customer fails to make payment within sixty (60) days from the date of invoice, Grove Security will be entitled to withdraw any allowances, discounts, and other concessions.

Quote Summary	Amount
Products	\$49,818.40

Quote Summary		Amount
Services		\$19,156.30
	Subtotal:	\$68,974.70
	Shipping:	\$741.00
	Total:	\$69,715.70

Acceptance	
Grove Security	City of Lewiston
Alex Burch Signature / Name	Ragini Varma Signature / Name Initials
01/30/2026 Date	Date