

**A G E N D A**  
**CITY COUNCIL MEETING**  
**MONDAY, NOVEMBER 3, 2025**  
**5:30 P.M.**  
**COUNCIL CHAMBERS**

Call to Order.

Pledge of Allegiance.

Roll Call.

- (mot) 1. Adoption of Agenda.
- (mot) 2. Approving Minutes from October 20, 2025
- 3. Recognitions and Awards
- (mot) 4. \*Consent Agenda

Licenses:

Edible Cannabinoid: One Stop Liquor and Tobacco, Austin, MN

Claims:

- a. Pre-list of bills

**PETITIONS AND REQUESTS:**

- (res) 5. Approving a contract extension with Wright Here, Right Now Podcast
- (res) 6. Accepting a DNR Grant for a Flood Acquisition
- (res) 7. Approving the prosecuting attorney contract
- 8. 2026 Health Insurance Program
  - (res) a. Setting Plans, Qualifications, and Rates for 2026
  - (res) b. Adopting a Section 105 plan arrangement
  - (res) c. Adopting or Establishing 2026 contributions and plans for Non-Bargaining Unit Employees
- 9. Granting the Planning and Zoning Department the power to contract for the removal of junk and/or illegally stored vehicles at the following location:
  - (mot) a. 406 2<sup>nd</sup> Street SE, Raygor Homes LLC Property

**CITIZENS ADDRESSING THE COUNCIL**

**REPORTS AND RECOMMENDATIONS:**

City Administrator  
City Council

(mot) Adjourn to **Monday, November 17, 2025** at 5:30 pm in the Council Chambers.

\*All items listed with an asterisk (\*) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a council member or citizen so requests in which event the item will be removed from the general order of business and considered in its normal sequence on the agenda.

M I N U T E S  
CITY COUNCIL MEETING  
October 20, 2025  
5:30 PM  
Council Chambers

MEMBERS PRESENT: Mayor King, Council Members Paul Fischer, Laura Helle, Michael Postma, Rebecca Waller, and Council Member-at-Large Jeff Austin

MEMBERS ABSENT: Council Member Oballa Oballa and Council Member Jason Baskin

STAFF PRESENT: City Administrator Craig Clark, Police Chief David McKichan, Public Works Director Steven Lang, Planning and Zoning Director Holly Wallace, Library Director Julie Clinefelter, Park, Recreation and Forestry Director Jason Sehon, City Attorney Craig Byram, and City Clerk Brianne Wolf

APPEARING IN PERSON: Members of the Community

Mayor King called the meeting to order at 5:30 p.m.

Moved by Council Member Fischer, seconded by Council Member Waller, approving the agenda as amended. Carried.

Moved by Council Member Fischer, seconded by Council Member Postma, approving Council minutes from October 6, 2025. Carried.

CONSENT AGENDA

Moved by Council Member Postma, seconded by Council Member Waller, approving the consent agenda as follows:

Licenses:

Lodging Establishment: Sonya Matter – Matter Loft, 103 12<sup>th</sup> Street NE,  
Austin, MN

Claims:

- a. Pre-list of bills
- b. Investment report

Event Applications:

Downtown Austin Halloween Block Party on October 31, 2025  
Hometown Christmas on November 28, 2025

Carried.

## PUBLIC HEARINGS

Mayor King spoke about the public hearing on street improvements on 14<sup>th</sup> Avenue NE, 18<sup>th</sup> Street NE, & 19<sup>th</sup> Street NE, Project 25303. The amount to be assessed is \$1,153,565.33 at 5.75% for 15 years. Mayor King stated there have been no written objections to this project. There were no public comments.

Moved by Council Member Fischer, Seconded by Council Member Helle, adopting a resolution declaring the cost of Project 25303. Carried 5-0.

## PETITIONS AND REQUESTS

Moved by Council Member Fischer, Seconded by Council Member Waller, adopting a resolution adopting the assessment roll of Project 25303. Carried 5-0.

Moved by Council Member Fischer, seconded by Council Member Helle, approving a four-way stop sign at 2<sup>nd</sup> Avenue NW and Main Street. Carried.

Planning and Zoning Director Holly Wallace stated the Planning Commission recently reviewed a variance request for a shed. The variance was to add a 160 sq. ft. shed located at 1508 6<sup>th</sup> Avenue NW. The Planning Commission recommended approving the variance. The variance is now being brought to Council.

Moved by Council Member Fischer, seconded by Council Member Waller, approving the variance request. Carried.

Moved by Council Member-at-Large Austin, seconded by Council Member Postma, accepting donations to the City of Austin. Carried. 5-0.

Moved by Council Member Fischer, seconded by Council Member Postma, to grant the Planning and Zoning Department the power to contract for the removal of junk and/or illegally stored vehicles at 103 21<sup>st</sup> Street NW, Phyo Property. Carried.

Moved by Council Member Postma, seconded by Council Member Waller, approving a liquor license premises expansion for the American Legion 91. Carried. 5-0.

Public Works Director Steven Lang requested Council approve the purchase of a 938 Cat Wheel Loader with funds coming from the 2026 CIP in the amount of \$280,445.17. This would be a cost savings of \$11,379.53 as they would purchase the equipment versus leasing it for future use.

Moved by Council Member Fischer, seconded by Council Member Postma, approving the purchase of a 938 Cat Wheel Loader. Carried. 5-0.

## CITIZENS ADDRESSING THE COUNCIL

SEMCAC representative Shelly Hovland requested the City Council to amend the zoning ordinance to allow a conditional use permit for a warming center in Austin. She stated a warming center will serve unhoused people. Over the last five years, an average of 83 people per year have been unhoused in Austin. She stated that being unhoused means lacking a fixed, regular, and adequate nighttime residence, which can include people living on the street, in a camper storage unit, in their vehicle, or couch surfing.

As of today in 2025, 65 people have been identified in some capacity as unhoused. That includes 58 adults and seven children. She stated a warming center would reduce the harm experienced by unhoused people. She stated unhoused women are 44 times more likely to be raped. Violent assault among unhoused people is 49% more than in the general population. She stated this solution of a warming shelter is more cost-effective than housing any individual in jail for even one night. Here are some demographics: In 2025, 65 people were unhoused; in 2024, 98 people were unhoused; in 2023, 78 people were unhoused; in 2022, 110 people were unhoused; and in 2021, 69 people were unhoused. Their ages range from infants to 72 years old. The majority in this community is Caucasian, but all races in this community have been represented by these numbers. There are many barriers to housing in Austin. There are a lot of complex processes. Some landlords are asking for double deposits. Some unhoused persons have also been victims of crimes where they have had their IDs, social security cards, or phones stolen, and this makes the process even more challenging for them.

Ms. Hovland stated the majority of the people she has worked with in the past five years have income, are working, or have earned income, or it could be Social Security, SSDI, or some other form of income. They are contributing members of this community. The group she is working with has identified the Catholic Charities warming shelter model and believes it would work in Austin, as there is community support for this.

Rudy Dahl, the Director of Housing and Shelter Programs with Catholic Charities of Southern Minnesota, 218 13th Street NW, Rochester, MN 55901, stated he has been with the program since it started in 2019. It was intended to be just a seasonal shelter, but then it grew into a year-round facility. Over the years, they've continuously grown. They have been at capacity for approximately the last three years. Last year, they opened up an overflow site when they partnered with the Salvation Army.

Mr. Dahl stated that last year, at the height of the winter season, they were sheltering anywhere from 80 to 90 people. He understands the concerns that come along with building a shelter, but he wants the Council to understand that a shelter helps people within their own communities. He understands another concern is that they are a low-barrier shelter, and this can lead to bad activity, but they have worked really hard with the Rochester Police Department. They try very hard not to have to call the police. It's only as a last resort that they call them. They practice de-escalation, they learn trauma and informed crisis management. He is excited to be a part of this project and to share Catholic Charities' interest in helping create the shelter. They believe that regardless of a person's situation, everyone is worthy of shelter, especially during cold days. He thanked the Council for their time.

## REPORTS AND RECOMMENDATIONS

Parks, Recreation, & Forestry Director Jason Sehon stated they met with the Cedar River Farmers Market board and recently discussed updates for the Cedar River Farmers Market for 2026. They plan to enhance marketing and promotion to attract more attendees and vendors, including local community garden growers. They are also pursuing a primary vegetable grower to increase vegetable offerings at the market. Additionally, they are looking to fill a market manager position. This is a priority for ongoing operations. They are excited to support the Food City initiative in the 2045 comprehensive plan and will provide further updates as they learn more.

Public Works Director Steven Lang stated that last weekend I-90 was closed, resulting in increased traffic in Austin. A temporary signal light on 14th Street was damaged by a semi. Despite that, things went relatively smoothly. They expect more weekend and overnight closures soon as work continues on the 4th Street Bridge, including necessary under-bridge work. An additional weekend closure is planned for this upcoming weekend, pending confirmation from MN DOT. He will keep the council and public updated, relying on formal notices from MN DOT and sharing information on the City's Facebook account as soon as it becomes available. The situation may change as work progresses.

Council Member Helle announced a call for artists in Mower County to submit work for the Culture Arts Commission, which will be featured as graphic wraps on utility boxes in Austin. More details can be found on the Austin Area Arts website. Additionally, deer hunting is ongoing, but parks like the Nature Center and Todd Park remain open; wearing bright clothing is advised. The Parks and Rec department has planted 250 trees this fall to help recover from the emerald ash borer. Lastly, she congratulated the Pride committee for successfully organizing a recent event, showcasing improved leadership.

Council Member-at-Large Austin is excited about the launch of Millie, the Mill Pond Monster. Millie was brought to life through a collaborative effort among various individuals and organizations. The opening event took place on the 16th from 4 to 6 PM, with more opportunities for engagement to come. Looking ahead, they plan to update the strategic plan in 2026. He already has some ideas for this. Additionally, they reviewed and approved several library policies regarding programming, material selection and reconsideration, and meeting room use, finding that no changes were necessary.

Council Member Postma congratulated the Housing Redevelopment Authority (HRA) on securing a \$5 million grant for replacing the piping in the Twin Towers. This funding is crucial for maintaining a significant source of low-income housing for Austin and the greater community. Protecting this fifty to sixty-year-old investment is essential. A \$5 million grant is a substantial achievement. Kudos to everyone involved!

Moved by Council Member-at-Large Austin, seconded by Council Member Waller, adjourning the meeting to November 3, 2025. Carried.

Adjourned: 5:57 p.m.

Approved: November 3, 2025

Mayor: \_\_\_\_\_

City Clerk: \_\_\_\_\_

City of Austin  
Craig Clark,  
City Administrator



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**TO: Honorable Mayor and City Council Members**

**FROM: Craig D. Clark, Administrator**

**RE: Wright Here Right Now**

The agreement between the City of Austin and the Wright Here, Right Now podcast is set to expire with the November 10th episode. Council feedback is requested to determine if you would like to continue this effort to increase our communication with the public.

To extend the segments through the end of 2025 the cost would be \$420, \$60 per week times 7 weeks.

To renew the agreement for six months, beginning January 5, 2026 - June 29, 2026 would be \$1,560.

The renewal for the full year would be \$3,120.

These costs are the same for the upcoming year as they were previously. The costs cover time/travel to record segments, editing and production time of each segment, also editing time putting the actual podcast episode together, and the cost of distribution through the podcast upload site. Funding would come from the Mayor and Council budget.

Mr. Wright shares that, to date, the podcast has had nearly 11,000 downloads and has seen a net increase in listeners every month since July of 2024.



**Council action is requested to determine the duration of any commitment moving forward for the Wright Here Right Now podcast.**

**RESOLUTION NO.**

**AUTHORIZING FUNDS FROM THE MAYOR AND COUNCIL BUDGET FOR  
THE WRIGHT HERE RIGHT NOW PODCAST**

**WHEREAS**, the City of Austin has entered into an agreement with the Wright Here Right Now Podcast for services provided by John Wright Schramek, who will be responsible for producing weekly podcast segments for one year and seven weeks; and

**WHEREAS** the agreement calls for the City to pay John Wright Schramek \$3,540 for said services related to the podcast content.

**NOW, THEREFORE, BE IT RESOLVED**, that City Council of the City of Austin approves the agreement and shall provide funding from the Mayor and Council Budget in the amount of \$3,540 to John Wright Schramek.

Passed by the Austin City Council this 3rd day of November 2025.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

City of Austin  
500 Fourth Avenue N.E.  
Austin, Minnesota 55912-3773



Steven J. Lang, P.E.  
City Engr./Public Works Dir.  
507-437-9949  
Fax 507-437-7101  
slang@ci.austin.mn.us

## Memorandum

**To:** Mayor & Council  
**From:** Steven J. Lang, P.E.  
**Date:** October 30, 2025  
**Subject:** DNR Flood Hazard Mitigation Grant

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The City of Austin has applied for and received initial authorization for a DNR Flood Hazard Mitigation Grant for property acquisition. The DNR has identified up to \$490,000, which would be paired with our Local Option Sales Tax dollars for a total project budget of \$980,000. These dollars will be used to purchase and remove repetitive loss properties or those most susceptible to flooding from the floodplain.

The next step in securing the grant is to pass a resolution authorizing the 50% match or \$490,000 from the Local Option Sales Tax Fund 40000. Attached is a resolution for your consideration. If you have any questions, feel free to contact me.

Resolution No. \_\_\_\_\_

**RESOLUTION FOR STATE APPROPRIATIONS FOR THE CITY OF AUSTIN**  
**REPETATIVE LOSS PROPERTY ACQUISITION**

**BE IT FURTHER RESOLVED** that **City of Austin**, hereinafter referred to as the “Applicant” act as legal sponsor for the flood risk reduction project or phase described in the Flood Hazard Mitigation Grant Assistance Program Application submitted on **June 18<sup>th</sup>, 2025** and that **Steven Lang, City Engineer** is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the Applicant.

**BE IT FURTHER RESOLVED** that the Applicant has the legal authority to apply for financial assistance, and the institutional, administrative, and managerial capability to ensure adequate acquisition, maintenance and protection of the proposed project.

**BE IT FURTHER RESOLVED** that the Applicant has the financial capability to provide any required matching funds necessary to complete the project or phase, and that the source of the Applicant’s funds shall be **\$490,000, Fund 40000 Local Option Sales Tax**, and will not include other State funding sources.

**BE IT FURTHER RESOLVED** that the Applicant hereby pledges to complete the project or phase if it exceeds the total funding provided by the Department of Natural Resources and the required local match.

**BE IT FURTHER RESOLVED** that the Applicant has not incurred any reimbursable expenses prior to the effective date of the appropriation.

**BE IT FURTHER RESOLVED** that the Applicant has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

**BE IT FURTHER RESOLVED** that upon approval of its application by the state, the Applicant may enter into an agreement with the State of Minnesota for the above-referenced project, and the Applicant certifies that it will comply with all applicable laws and regulations as stated in the contract agreement.

**NOW THEREFORE BE IT RESOLVED** that **City Engineer** is hereby authorized to execute such agreements as are necessary to implement the project on behalf of the Applicant.

Passed by the Austin City Council this 3rd day of November 2025.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

City of Austin  
Craig Clark,  
City Administrator



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October 29, 2025

**TO: Honorable Mayor and City Council Members**

**FROM: Craig D. Clark, Administrator**

**RE: City Prosecution Services by Mower County**

The City of Austin has previously utilized the Baudler law office for our prosecution services for the City of Austin since 2002. We were notified from Tom Baudler that they are discontinuing this service as of December 31, 2025.

As a result, I approached Mower County Attorney Kristen Nelsen to see if her office would have the interest in serving the City of Austin in this capacity. She agreed and has the approval of the Mower County Board to do so. The one-year agreement is included as Exhibit 1.

Terms of the contract are essentially the same as we have had with Attorney Baudler including the rate of \$17,622 a month. This agreement is supported by the Chief of the Austin Police Department.

Please let me know if you have any questions.

**Council action is requested to approve the contract (Exhibit 1) with Mower County Attorney Kristen Nelsen and authorize the Mayor to assign and City Administrator attest the agreement.**

## **ONE YEAR CONTRACT - PROSECUTORIAL SERVICES**

This Agreement is entered into effect as of January 1, 2026, by and between Mower County and the City of Austin, Minnesota ("City"). The purpose of the Agreement is to hire Mower County to provide to the City of Austin, Minnesota prosecution services for certain criminal offenses occurring within, or requiring prosecution services for, the jurisdiction of Austin, Minnesota between January 1, 2026 and December 31, 2026.

The parties to this contract agree that Mower County is not an employee of the City, and is not entitled to the benefits provided by the City to its employees, including but not limited to group insurance and pension plan. Mower County may practice the legal profession for others during those periods when it is not performing work under this contract for the City. City may, during the term of this contract, engage other independent contractors to perform the same work that Mower County performs hereunder.

Mower County agrees to prosecute the following matters for the City: ordinance violations, petty misdemeanor and misdemeanor violations occurring within the City of Austin, and certain gross misdemeanor offenses as provided for by statute (i.e. gross misdemeanor DWI offenses and other driving related offenses, and gross misdemeanor property-related offenses). Mower County agrees to provide malpractice insurance for its attorneys and will ensure that its attorneys are validly licensed to practice law within the State of Minnesota. All costs of licensing, continuing education and office supplies will be Mower County's responsibility. The City shall pay to Mower County as follows: \$17,622 per month for the duration of this contract. Mower County will send an invoice to the City after each 30-day period and City will pay Mower County in a timely manner thereafter. Mower County will assume all expenses in connection with the prosecution, including postage, copying and record procurement. The Mower County Court Administrator has indicated that it is possible that the City will be charged for copies of documents made by the Court for City prosecutions. These potential costs, and other out-of-pocket expenses not yet known will be paid by the City. These costs include, but will not be limited to, transcript expense, out-of-county service fees and other out-of-pocket expenses which may be incurred. Copies of those bills will be sent to the City along with any monthly bill.

The City certifies that it will have \$10,000 available for "conflict" prosecutions. That is, there will be circumstances where professional ethical standards prevent Mower County from prosecuting a case. In those instances, other "conflict" attorneys will be contracted by Mower County. All bills from these attorneys will be first submitted to Mower County, then to the City for payment. The City shall have no obligation to pay for other attorney services on conflict cases beyond \$10,000 per year. Any payment to attorneys for conflict cases in excess of \$10,000 annually shall be deducted from Mower County's monthly payments. There shall be no additional charges for attorneys' fees by Mower County for appeals taken.

It is understood that the City will retain all fine money collected and will receive its statutory share of all personal property forfeitures, including any share designated for the prosecuting attorney. Mower County and the City will arrange with the Mower County Court

Administrator that funds collected from fines will be forwarded to the City of Austin. Mower County will provide the City Council with information yearly concerning prosecutions, such as: the number of cases taken to arraignment, the number of cases sentenced, the number of probation revocation matters heard, the number of cases disposed of in other ways and the number of Complaints filed. The City shall inform Mower County of the amount of fine money collected upon request.

This Agreement is for one year: January 1, 2026 - December 31, 2026. The term of this Agreement shall automatically be renewed and extended for successive periods of one year, unless at least 45 days prior to the expiration of the initial or any renewal term, either party notifies the other party of its election not to extend or renew. If the parties are in agreement to renew the Agreement after the year 2026, negotiations regarding pricing may continue after the expiration of any renewal term, with the current pricing to remain in effect during such negotiation period; provided, however, that any price change agreed to by the parties shall be retroactive to the renewal date. If, however, the parties are unable to agree upon a price change within 90 days after the expiration of this Agreement or any renewal term, either party may terminate this Agreement by providing the other party with 90 days prior written notice.

CITY OF AUSTIN

BY: \_\_\_\_\_  
Stephen M. King, Mayor

BY: \_\_\_\_\_  
Craig Clark, City Administrator

MOWER COUNTY

BY: \_\_\_\_\_  
Kristen Nelsen, County Attorney

RESOLUTION NO.

Approving Contract for Prosecutorial Services

WHEREAS, the City of Austin seeks to contract with Mower County prosecutorial services; and

WHEREAS, both parties have reached an agreement regarding this working arrangement; and

WHEREAS, Mower County has provided the City with a draft agreement for a term of one year; and

WHEREAS, the agreement specifies that the City will pay \$17,622 per month for prosecution services, plus additional costs

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Austin hereby approves the agreement for prosecutorial services with Mower County and authorizes the Mayor and City Administrator to sign the agreement, which is filed in the City Administration office.

Passed by a vote of Yeas and Nays this 3rd day of November, 2025.

YEAS

NAYS

ATTEST:

APPROVED:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor



**City of Austin**  
**500 4<sup>th</sup> Avenue NE**  
**Austin, MN 55912**  
**507-437-9940**  
**www.ci.austin.mn.us**



**Tricia Wiechmann**  
**Human Resources Director**  
**507-437-9942**  
**twiechma@ci.austin.mn.us**

## MEMORANDUM

TO: Mayor & City Council

FROM: Craig Clark, City Administrator  
Tricia Wiechmann, Human Resources Director

RE: 2026 Health Insurance

DATE: October 30, 2025

This year marks the City's first year partnering with Triad Benefits and North Risk Partners to provide employee health insurance coverage. The following resolutions formalize the City's health insurance structure, premium contributions, and the addition of a Health Reimbursement Arrangement (HRA) buy-down program for the 2026 plan year.

At the time of this memo, the program remains slightly fluid as we await additional information and confirmation from North Risk Partners regarding the Program Manager and network options. Since this is a level-funded insurance program, the City assumes a portion of the financial risk while maintaining predictable monthly costs.

- Resolution establishing the City's participation in Triad Benefits as the health insurance provider effective January 1, 2026. It outlines the available plan options, coverage eligibility for active and retired employees, and the monthly premium rates for each coverage tier. The document clarifies that Triad's plans are level-funded, meaning the City assumes a portion of the risk while maintaining fixed monthly costs.
- Resolution sets the City's employer contribution levels for non-bargaining employees enrolled in the City's health insurance plans. It defines the City's contribution amounts for each coverage tier under both the \$3,500/\$7,000 and \$2,000/\$4,000 deductible plans, and it affirms the City's HSA contribution for those enrolled in a qualifying high-deductible plan. These provisions apply to calendar year 2026 and are subject to future review.
- Resolution authorizes inclusion of a Health Reimbursement Arrangement (HRA) buy-down program, administered by America Health Resources which is also known as a Section 105 Plan, within the City's Triad health insurance plan options. This program provides employees with lower out-of-pocket maximums and reduced deductibles. The plan will take effect January 1, 2026, and remain in place until modified or discontinued by the City.

Together, these resolutions finalize the City's transition to Triad Benefits under the guidance of North Risk Partners, ensuring a comprehensive and cost-effective benefits program for City employees.

RESOLUTION NO.

RESOLUTION SETTING PLANS, QUALIFICATIONS AND RATES  
FOR CITY OF AUSTIN HEALTH INSURANCE  
EFFECTIVE JANUARY 1, 2026

WHEREAS, the City of Austin provides health insurance to its employees and their families; and

WHEREAS, the City of Austin provides health insurance coverage to retired employees both before and after age 65; and

WHEREAS, the City has selected Triad Benefits as their plan Provider; and

WHEREAS, our selected Triad Benefits plan options are considered a hybrid of a self-funded plan, known as a level-funded plan; and

WHEREAS, Triad establishes the monthly premium rates for the health insurance options selected by the City of Austin, which may vary from year to year; and

WHEREAS, the cost of the monthly premium to the employee is the difference between the City's monthly contribution and the amount of the premium.

NOW THEREFORE, BE IT RESOLVED THAT:

1. The City of Austin health insurance shall consist of multiple plan options with different benefits and terms per the plan documents established by Triad Benefits.
2. The City of Austin shall allow employees to select from those plan options pursuant to their respective labor agreements, including any appropriate health insurance Memorandum of Agreements or approved by the City Council.
3. Retired insureds shall be charged the total monthly premium for their selected plan option with payment due on the tenth day each month for that month.
4. If a retired insured discontinues their health plan coverage, they will not be eligible for any future health insurance plan coverage via the City of Austin.
5. Employed insureds must enroll in the plan of their choice (as made available to them pursuant to their respective labor agreement, including any appropriate health insurance Memorandum of Agreements or through the City Council) during the open enrollment period of each year for the next calendar year unless their employment status changed from employed to retired.
6. Current employees may elect to discontinue their coverage and at a later date be re-instated provided they then meet employment conditions necessary for them and their family to be

covered under a health insurance plan provided by the Employer. Upon reinstatement, they will be allowed to select from those plan options made available to them pursuant to their respective labor agreements, including any appropriate health insurance Memorandum of Agreements or City Council.

7. Monthly premiums effective January 1, 2026 for the Triad Benefits in-network plan options offered by the City shall be as follows:

<b>Tier</b>	<b>Triad (\$3,500/\$7,000) America's PPO</b>	<b>BCBS (\$2,000/\$4,000) America's PPO</b>
Single	\$790.14	\$823.06
Employee + Spouse	\$1,459.66	\$1,525.49
Employee + Child(ren)	\$1,339.26	\$1,405.09
Family	\$2,061.69	\$2,127.52

8. The amount of premium contribution from the Employer and Employee toward the cost of family, employee + spouse, employee + child(ren) and single coverage for employed insureds is to be determined via collective bargaining labor agreements, including any appropriate health insurance Memorandum of Agreements approved with representatives of the organized groups and by the City Council for positions not covered by a labor agreement.

Approved by the Austin City Council this 3<sup>rd</sup> day of November 2025

YEAS \_\_\_\_

NAYS \_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

RESOLUTION No.

RESOLUTION ADOPTING HEALTH REIMBURSEMENT ARRANGEMENT BUY-DOWN  
PROGRAM ADD-ON TO CITY HEALTH INSURANCE PLAN  
EFFECTIVE JANUARY 1, 2026

WHEREAS, the City approved health insurance plan options offered by Triad Benefits for 2026;

WHEREAS, the City desires to include a Health Reimbursement Arrangement (HRA) buy-down program, administered by America Health Resources and also known as a Section 105 Plan, within the City's Triad health insurance plan options, thereby providing lower out-of-pocket maximums and reduced deductibles for eligible employees;

BE IT RESOLVED, THAT the City does hereby approve inclusion of a Section 105 program, administered by America Health Resources, as part of the City's Triad health insurance plan options, effective January 1, 2026, and continuing until otherwise modified or discontinued by the City.

Approved by the Austin City Council this 3<sup>rd</sup> day of November 2025

YEAS \_\_\_\_

NAYS \_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

RESOLUTION NO.

RESOLUTION ADOPTING EMPLOYER HEALTH INSURANCE PREMIUM CONTRIBUTIONS  
AND PLAN FEATURES FOR NON-BARGAINING UNIT EMPLOYEES

WHEREAS, the City of Austin employs individuals who are not members of any collective bargaining unit; and

WHEREAS, the City Council participates in a level-funded health insurance program through Triad Benefits; and

WHEREAS, Triad Benefits establishes the monthly premium rates for the health insurance options selected by the City of Austin, which may vary from year to year; and

WHEREAS, the City commits to making a contribution to the HSA account for this group of employees enrolled in a City provided HSA healthcare plan for calendar year 2026 in the amount of \$2,000 single and \$4,000 family, which includes both employee + options. Said commitment is not to be construed as a negotiated term nor subject to M.S. 471.6161. This provision governs contributions for 2026 and has no impact on any future year.

WHEREAS, the City desires to establish the employer's health insurance premium contribution for this group of employees for participation in said health insurance program.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Austin, Minnesota, that effective January 1, 2026 the contribution rates towards the monthly health insurance premiums are set with an employer contribution and cap of the following rates for the identified two plan options:

\$3,500/\$7,000 Deductible Plan

\$1,546.27 per month	Family Coverage
\$1,094.75 per month	Employee plus Spouse Coverage
\$1,004.44 per month	Employee plus Child(ren) Coverage
\$ 592.61 per month	Employee Only Coverage

\$2,000/\$4,000 Deductible Plan

\$1,595.64 per month	Family Coverage
\$1,144.12 per month	Employee plus Spouse Coverage
\$1,053.82 per month	Employee plus Child(ren) Coverage
\$ 617.30 per month	Employee Only Coverage

These contributions shall remain in full force and effect until such time as they are amended by the City Council.

Approved by the Austin City Council this 3<sup>rd</sup> day of November 2025

YEAS \_\_\_\_

NAYS \_\_\_\_

ATTEST:

APPROVED:

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Mayor

City of Austin  
Zoning Department



500 Fourth Avenue N.E.  
Austin, Minnesota 55912-3773  
Phone: 507-437-9950  
Fax: 507-437-7101  
[www.ci.austin.mn.us](http://www.ci.austin.mn.us)

## Memorandum

**To:** Mayor and City Council

**Cc:** Raygor Homes LLC, 302 Wedgewood Rd, Albert Lea, MN 56007

**From:** Holly Wallace, Planning & Zoning Administrator

**Re:** Accumulation of Refuse and Junk  
At 406 2<sup>nd</sup> St SE, Raygor Property

**Date:** October 31, 2025

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May I ask the City Council to approve granting the Planning & Zoning Department the power to contract for the removal of refuse and junk at 406 2<sup>nd</sup> St SE. The property owner has been notified of this violation to the City Code Sections 10.14 Subd.1(B), 10.14 Subd.4-6 but has failed to resolve this issue. (See Attached)

Therefore, I am requesting the Mayor and City Council to approve empowering the Planning & Zoning Department to act on the removal of this junk. Such action is permitted by the City Code Section 10.14.

Thank you.

City of Austin  
Zoning Department



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April 4<sup>th</sup>, 2025

Raygor Homes LLC  
302 Wedgewood Rd  
Albert Lea, MN 56007

Dan Raygor  
725 Reichels Q Circle  
Stewartville, MN 55976

RE: Zoning Violations at 406 2<sup>nd</sup> St SE Austin, MN 55912

Dear Sir or Madam:

The City of Austin Planning and Zoning Department has observed on April 4<sup>th</sup>, 2025 this site and the following issues need to be resolved:

1. **Remove all junk from property**
2. **Provide current registration for all vehicles, and must be operable. Remove from property or store in an enclosed structure**

The violation of Austin City Code Sections 10.14 and 10.33 were found. These City Code sections read as follows:

**City Code Section 10.14, Subd. 1(B):**

**JUNK.** All scrap metal, rags, batteries, paper, trash, rubber tires, debris, waste, wood, and/or construction materials not used in connection with a building or which is carried as inventory in an on-going construction business at a lawful place of business, dismantled vehicles, machinery and appliances or parts thereof and parts of vehicles, glass, tinware, plastic, aluminum and/or steel cans, old or discarded household goods, household furnishings or furniture, hardware or appliances. Neatly stacked firewood located so as to comply with the setback requirements as set forth in Chapter 11 and in accordance with side yard or rear yard setback requirements shall not be considered junk.

**City Code Section 10.14, Subd. 4. *Notice and abatement.***

**B. *Public nuisances affecting health***

5. Accumulations of manure, refuse, junk or other debris;

**D. *Public nuisances affecting peace and safety.***

16. Accumulations in the open of discarded or disused machinery, household appliances, automobile bodies or other material in a manner conducive to the harboring of rats, mice, snakes or vermin, or the rank growth of vegetation among the items so accumulated, or in a manner creating fire, health or safety hazards from accumulation;

**City Code Section 10.14, Subd. 4(E-G)**

**NOTICE AND ABATEMENT.**



**E.** Whenever a public officer or other person charged with enforcement determines that a public nuisance is being maintained or exists on premises in the City, the City enforcement officer shall notify in writing the owner or occupant of the premises of such fact and order that such nuisance be terminated and abated.

**F.** The notice shall be served in person or by certified or registered mail. If the premises are not occupied and the owner is unknown, the notice may be served by posting it on the premises. The notice shall specify the steps to be taken to abate the nuisance and the time, not exceeding ten (10) days, within which the nuisance is to be abated.

**G.** If an emergency exists that presents an immediate danger to citizens affecting their safety, the officer shall require immediate abatement of such nuisance. If the notice is not complied with within the time specified, the enforcing officer shall report that fact forthwith to the Council and may take such other appropriate action as may be necessary. The Council may, after notice to the owner or occupant, provide for the abating of the nuisance by the City.

**City Code Section 10.14, Subd. 5:**

**RECOVERY OF COST.** The owner of the premises on which a nuisance has been abated by the City shall be personally liable for the cost to the City of the abatement, including administrative costs. As soon as the work has been completed and the cost determined, the City Recorder shall prepare a bill for the cost and mail it to the owner. There upon, the amount shall be immediately due and payable at the Office of the City Recorder. Ownership shall be presumed to be the owner as shown on the records of the County Treasurer unless the City Recorder has reason to know that such information is not accurate, in which event, notice shall be given to such other person as the City Recorder has reason to believe is, in fact, the true owner of said premises.

**City Code Section 10.14, Subd. 6:**

**ASSESSMENT.** If the cost of abating said nuisance is not paid in full to the City Recorder before September 1, next, then on or before September 1, next, following the abatement of the nuisance, the City Recorder shall list the total unpaid charges along with other such charges, as well as other charges for current services to be assessed under Minnesota Statutes 429.101 against each separate lot or parcel to which charges are attributable. The Council may then spread the charges against such property under that statute and other pertinent statutes for certification to the County Auditor and collection along with current taxes the following year or in annual installments, not exceeding ten (10), as the Council may determine in each case.

**City Code Section 10.33 Subd.F**

**TEMPORARY STORAGE.** Temporary storage of an unoccupied recreational travel trailer, vehicles, boats and trailers and the like will be permitted for a seven-month period of time of a given calendar year and within the limitations set forth in this section of side or rear yards of a private residence providing it meets zoning setback requirements.

**City Code Section 10.33 Subd. 1 (G)**

Operable equipment for transportation of people, goods or material and equipment ordinarily used for recreational purposes. Including shall be, by way of example and not limitation, automobiles, trucks, pick-up trucks, trailers, marine crafts, snowmobiles, all terrain vehicles, motor homes, pick-up campers, buses, and camping trailers.

**City Code Section 10.33 Subd. 2. *Off-street outside parking within residential districts.***

A. Vehicle outside parking shall be accessory to the permitted primary use of the property, and vehicles parked on a property must be owned by a licensed resident of the property except as follows:

B. The number of vehicles permitted for outside parking in rear yard and side yard areas shall be limited as follows:

1. Two currently registered passenger vehicles registered to the licensed owner/occupant of the residence may be parked in the rear or side yard areas.
2. In addition to currently registered passenger vehicles, two recreational vehicles may be temporarily stored in the rear yard. If a recreational vehicle is of a type which is required to be registered, it must be currently registered.
3. C. Outside parking of vehicles shall not be permitted in any portion of the front yard unless the vehicle is parked on a driveway or on a hard-surfaced parking area directly adjacent to the side of the driveway and vehicles are currently registered. The square footage of the front yard which is devoted to green space shall always be as required by the applicable provisions of the City of Austin Zoning Ordinance.
4. J. If a front line of a lot is bordered by an alley or public right of way as in the case of a through lot, no off-driveway parking shall be permitted in that adjacent yard area.

**City Code Section 10.33 Subd. 4.** *Procedure on violations.* Any violation of this section is declared to be a nuisance. Upon ten days written notice to the owner of private premises on which such vehicle is found, as shown by the records in the office of the City Zoning Office or by the placarding of said vehicle, the city may remove the vehicle and certify the cost of such removal as any other special assessment.

Please resolve the City Code violations within **10 days** of the date of this letter, or the matter will be referred to the Austin City Council for corrective action. Council generally meets the first and third Mondays of every month. You will be fined a minimum of \$100, the amount varies depending on the type of violations.

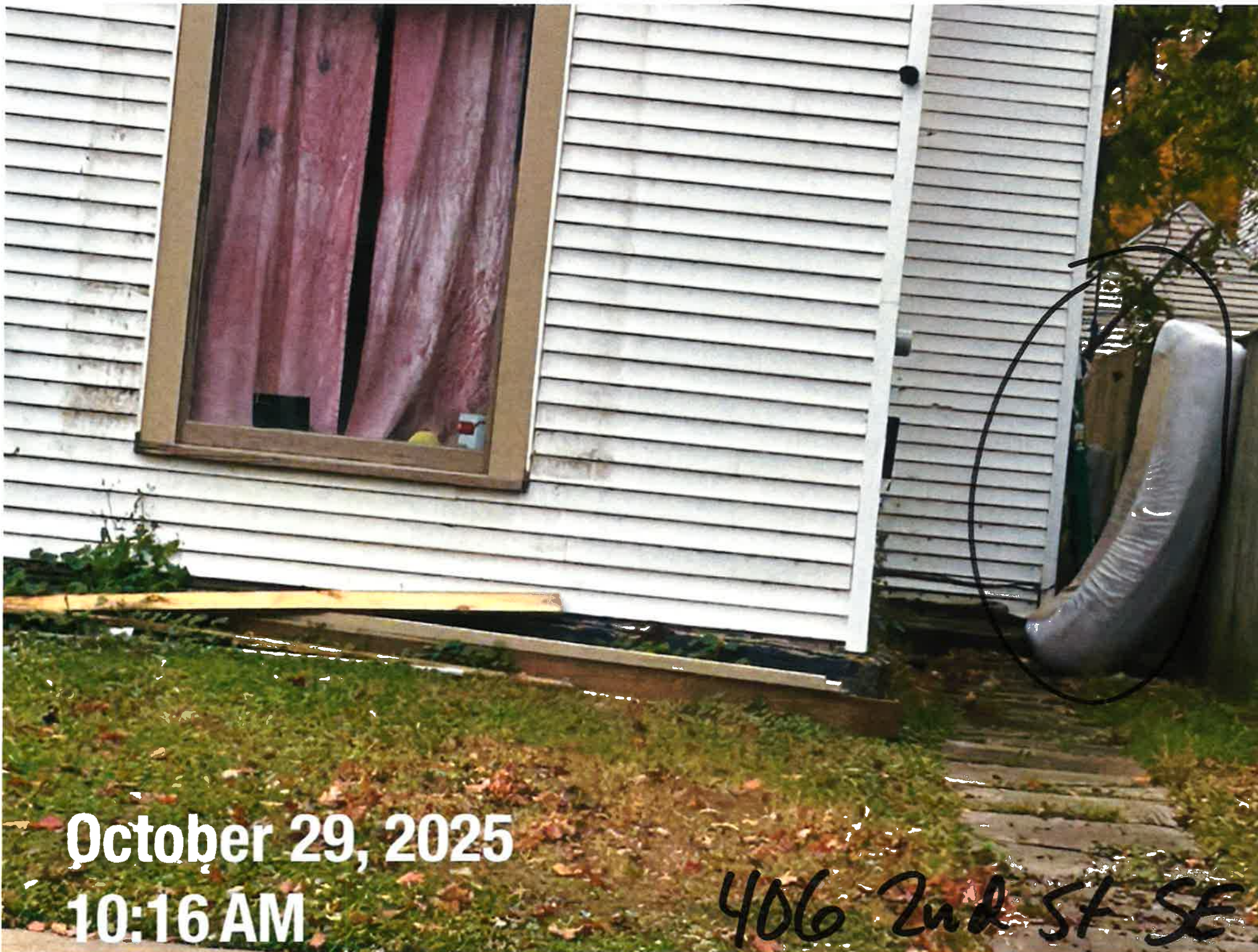
Your cooperation with this matter will be greatly appreciated, and if you have any questions, please call me at my office at (507)437-9950.

Sincerely,

A handwritten signature in black ink, appearing to read "Brent Johnson", with a stylized flourish at the end.

Brent Johnson  
Zoning Inspector





October 29, 2025  
10:16 AM

406 2nd St SE



