

**CITY OF CIRCLE PINES, MINNESOTA
REGULAR CITY COUNCIL MEETING
Circle Pines City Hall**

**September 09, 2025
7:00 P.M.**

AGENDA

1. Call to Order

2. Roll Call

*Dave Bartholomay, Mayor
Matt Percy, Council Member
Steve McChesney, Council Member
Nici Dorner, Council Member
Meagan Bachmayer, Council Member
Patrick Antonen, City Administrator*

3. Setting of Agenda

Note: Consent Agenda items will be acted on with one motion unless a council member requests their placement on the regular agenda.

4. Comments

- a. Taxpayer Comments
- b. Council Member Comments
- c. Mayor Comments

5. COMMITTEE REPORTS

a.

6. COUNCIL BUSINESS

a. Consent Agenda

<u>Item</u>	<u>Action</u>
1. Minutes – August 26, 2025 (Enclosed)	Approve
2. General Disbursements (Enclosed)	Approve
3. Police Disbursements (Enclosed)	Approve
4. Fire Disbursements (Enclosed)	Approve
5. 2025-11 Res Calling Delq. Utility Accts PH (Enclosed)	Approve
6. 2025-12 Res Calling Delq. City Properties Accts PH (Enclosed)	Approve

Council Action _____

- b.** Resolution No. 2025-13 Proclaiming September 17-23, 2025, as Constitution Week (Enclosed)

Council Action _____

- c.** Resolution No. 2025-14 Adopting 2025 Street Rehabilitation Project Assessment (Enclosed)

Council Action _____

- d.** Resolution No. 2025-15 Calling Hearing on Proposed 2025 Street Rehabilitation Project Assessment (Enclosed)

Council Action _____

- e.** Fire Protection Service Agreement Between SBM and City of Circle Pines (Enclosed)

Council Action _____

- f.** Resolution No. 2025-16 Directing CFD to Transfer Assets to SBM (Enclosed)

Council Action _____

- g.** _____

Council Action _____

7. ADJOURNMENT

**CITY OF CIRCLE PINES, MINNESOTA
REGULAR CITY COUNCIL MEETING**

**Tuesday, August 26, 2025
Minutes**

1. CALL TO ORDER

Mayor Bartholomay called the meeting to order at 7:00 p.m.

2. ROLL CALL

Also present were Council Members Percy, McChesney, Dorner, and Bachmayer. City Administrator Antonen represented the staff.

3. SETTING OF AGENDA

There were no changes to the agenda.

4. COMMENTS

a. Taxpayer Comments

There were no taxpayer comments.

b. Council Member Comments

There were no council member comments.

c. Mayor's Comments

- August 14th – Community Education Food Truck event at Centennial Middle School
- August 20th – Budget Work Session
- August 21st – Master Gardener Meeting
- August 23rd - Recycle/Cleanup Day
- August 25th – Taught a class on local government to the graduate school program at Hamline.
- Centennial High School came in at number 35 as one of the best high schools in the state, recognized by US News and World Report.
- Golden Lake Park concession stand is closed for the season.
- Starting on Thursday, August 28th, the flower garden clean-up will be on the 2nd & 4th Thursdays
- August 28th – Will give a presentation to provide some motivation and inspiration to the employees and kids club before the school year starts.

5. COMMITTEE REPORTS

a. Utilities Commission

Antonen reported that the commission met today at 5:00 pm. The agenda included the following items:

Council approved / Commission Ratified: Pay App No. 2 and Final Pay App for the 2025 Roof Replacement on Public Works Building

Council approved: Pay Voucher No. 4 for the 2025 Street Rehabilitation Project

Chair Kreminski recognized those who planned and volunteered for the City's 75th Anniversary celebration.

6. COUNCIL BUSINESS

a. Consent Agenda Items:

1. Minutes – August 12, 2025
2. General Fund Disbursements
3. Police Disbursements
4. Fire Disbursements

Motion: Percy moved, seconded by Dorner, to approve the Consent Agenda as presented.
Motion carried 5-0.

b. Recognition of the City's 75th Anniversary Celebration and its Volunteers

Mayor Bartholomay had the opportunity to speak at the Saturday celebration, where two Mayor's Awards for Community Leadership were presented. The first award was presented to Jenny Kromrey for her time serving on the City's Park Board and Council, and for the time and dedication put into the city's 50th and 75th Anniversary Celebrations, and the second was presented to Chandra Peterson for her 29-plus years of service with the City of Circle Pines and to its residents.

Jenny Kromrey greeted the mayor and council members and thanked everyone who donated to the success of the 75th celebration, stating that it was a very memorable event where a real sense of community was felt. Explaining that as they move forward into the year, they will continue working with the Anoka Historical Society to gather interviews from residents who have been in the community for at least 25 years. Jenny thanked the mayor again for honoring her with the Mayor's Award for Community Leadership.

Mayor Bartholomay explained that members of the utility commission and some community members who volunteered or contributed to the success of the 75th Anniversary were present and invited to comment on the celebration.

Utilities Commission Chair Jan Kreminski commented that after speaking with Chandra about how the Utility Commission could contribute and make an impact as a group, the commission contributed a monetary donation to the 75th Anniversary celebration and stated that Chandra and Jenny really deserve a lot of credit for organizing this event. Members of the council shared some of the highlights, fun memories, and words of gratitude to everyone involved in the preparation and to those who volunteered during the 75th Anniversary celebration.

c. Resolution No. 2025-08 Approving Property Tax Abatements for Circle Pines General Obligations (GO) Bonds, Series 2025A (the “Bonds”) – Ehlers Presentation

Antonen introduced Nick Anhut, Senior Municipal Advisor with Ehlers, who will provide a presentation on the bonding that the city is doing.

Nick Anhut introduced himself and explained that Ehlers is a firm that provides financial advisory services to cities and counties across the state of Minnesota and the upper Midwest, and stated that a tax abatement has never been used in Circle Pines, which is a method of financing that is used quite widely across the state anytime a city is proposing to borrow money or incur debt it needs to have a statutory authorization. So, absent a referendum, which is one form of statutory authorization that a city council can incur debt for certain projects, if there is a chapter and verse within the statute that allows it, and if the proper proceedings are followed to set it up.

The presentation included details on the following topics:

What Tax Abatement is

Tax Abatement Bonds

Tax Abatement Process

Tax Abatement – Statutory Limit

Public Hearing – Proposed Abatement

- Project Financing: \$4 million for the city’s parks improvement projects
 - Fixed-rate permanent bonds with a 15-year repayment term
- Proposed Properties: residential parcels in the vicinity of park projects
 - Represent \$359,184 in annual City property taxes eligible to be allocated toward the abatement bonds

Municipal Bonds – Market Trends

General Obligation Bonds, Series 2025A

Fixed-rate, tax-exempt bond issue: \$6,345,000 in total

- Interest rate estimate: 4.00% (includes 0.35% planning factor)

Council Action

- Hold Public Hearing on Proposed Tax Abatement
- Consider resolution to call for sale of \$6,345,000 in Bonds

Mayor Bartholomay opened the public hearing at 7:53 p.m. to hear any comments from the public on the consideration of the establishment of a tax abatement.

There were no comments from the public.

Antonen commented that the same mechanism will be used for round two of park improvements for Golden Lake Park and Inner Park.

Motion: Bachmayer moved, seconded by McChesney, to close the public hearing at 8:00 p.m.
Motion carried 5-0.

The decisions to be made by the City Council following the public hearing are:

- Consideration of **Resolution No. 2025-08** Approving Property Tax Abatements for Circle Pines GO Bonds, Series 2025A, and
- Accept or modify the finance assumptions described in this report in consideration of a resolution to establish a September 23rd sale date for the proposed Bonds.

Motion: Dorner moved, seconded by McChesney, to approve **RES No. 2025-08** Approving Property Tax Abatements for Circle Pines General Obligation (GO) Bonds, Series 2025A (the “Bonds”).

Motion carried 5-0.

d. RES No. 2025-09 Providing for Sale of \$6,345,000 General Obligation Bonds, Series 2025A

Antonen explained that this is the GO Bond, which is the bond that is composed of two separate bonds, the parks project and the street project, making the bond total \$6.3 million, instead of the \$4 million bond for the parks and the \$2 million for the street project. Combining these two bonds will save the City several financial costs that would otherwise be incurred with individual bonds.

Motion: McChesney moved, seconded by Percy, to approve **RES No. 2025-09** Providing for Sale of the City’s \$6,345,000 General Obligation Bonds, Series 2025A.

Motion carried 5-0.

e. 2025 Roof Replacement at Centennial Fire Station 1 – Pay App No. 3/Final & Closeout Documents

Antonen explained that this is the final pay app request for the roof replacement at Centennial Fire Station 1. This is Pay App No. 3 for \$9,546.25. The work has been certified and passed all inspections.

Motion: McChesney moved, seconded by Bachmayer, to approve Final Pay Application No. 3 for \$9,546.25 and the closeout documents for the 2025 Roof Replacement at Centennial Fire Station 1.

Motion carried 5-0.

f. RES No. 2025-10 Enter into a Contract with the SBM Fire Department and to Distribute any Remaining Fire Relief Association Excess Funds to Firefighters

Percy talked about the history of how the collaboration of the departments came about, explaining that Centennial Fire District was initially made up of three cities, Circle Pines, Centerville, and Lino Lakes, and the collaboration worked out well, saving a lot of money over the course of 30 years, until Lino Lakes decided to break off from the Centennial Fire District in 2015. The CFD continued with two cities taking on the burden of many additional expenses that had previously been shared amongst three cities, which had worked for several years, until the realization hit that costs were only going to increase. So, after looking for other alternatives, the CFD started talking with the Spring Lake Park-Blaine-Mounds View (SBM) Fire Department, which made an offer to provide leadership services to the CFD.

Percy explained that CFD has contracted SBM for professional services for the last three years, with this year an extension of that contract. SBM has communicated that this collaboration has been working well and has been beneficial, with the fire departments working together, wanting to take the next step by making an offer to both Circle Pines and Centerville to contract SBM to provide all fire services, not just leadership services.

Benefits of Proposed Contract with SBM:

- Duty Crew Model, instead of Volunteer
- Better Response Times
- Better Coverage
- Cost Reduction for Fire Services
- District Integration Benefits for Firefighters: Opportunities to staff out of stations other than those in Centerville and Circle Pines, see different neighborhoods, work with different crews, and get more experience.
- Additional Training Opportunities

Antonen explained that in 2019, a fire study was conducted to determine the direction the fire department should take. So, in 2020, when Chief Lundstrom retired, Fitch and Associates came in, and one of the options was to contract out that leadership service. At that point, CFD had a response time between 8 and 10 minutes. The latest news from SBM is that our response time has improved to 2 minutes and 22 seconds, representing a significant improvement. Morale had been an issue with the department back in 2020; it has improved drastically. The training that was identified as being very insufficient in the study has now completely turned around. So, everything that SBM said they were going to do, they've done.

Mayor Bartholomay explained that one of the other pieces, and because it's kind of the center point, is this idea of taking care of our firefighters, and with this resolution, is to distribute the remaining fire relief association of excess funds to the firefighters. This is a process that has happened in other cities, where there is extra money in the relief fund, and the City believes that those funds should go to the firefighters.

Council Members had further comments regarding the importance and appreciation of the CFD and its firefighters.

Motion: Percy moved, seconded by McChesney, to approve **RES No. 2025-10** Entering into a Contract with the SBM Fire Department to Distribute any Remaining Fire Relief Association Excess Funds to Firefighters.

Motion carried 5-0.

7. ADJOURNMENT

Motion: Bachmayer moved, seconded by Dorner, to adjourn the meeting at 8:23 p.m.

Motion carried 5-0.

Mayor

City Administrator

Name	Invoice	Description	Invoice Date	Total Cost
Amazon Capital Services (122)				
Amazon Capital Service	13TM-KFJG-	Irrigation Hose Adapter	09/01/2025	49.54
Total Amazon Capital Services (122):				49.54
American Express (124)				
American Express	09 04 25	Aug Credit Card Processing Fees for Resident Permits	09/04/2025	19.46
Total American Express (124):				19.46
Casey's Business Mastercard (185)				
Casey's Business Maste	90425	Aug Fuel	09/01/2025	1,322.55
Casey's Business Maste	90425	Aug Fuel	09/01/2025	162.38
Total Casey's Business Mastercard (185):				1,484.93
Centennial Lakes Police Dept (192)				
Centennial Lakes Police	90425	Sept 2025 Contract	09/01/2025	106,120.67
Centennial Lakes Police	90425	Accounting Service	09/01/2025	827.00-
Centennial Lakes Police	90425	Sept Health Partners EAP Reimbursement	09/01/2025	16.80
Total Centennial Lakes Police Dept (192):				105,310.47
Chain of Lakes Rotary Club (203)				
Chain of Lakes Rotary C	090425	Annual Membership Dues (7/1/25-6/30/26) - PA	07/31/2025	400.00
Chain of Lakes Rotary C	090425	Annual Membership Dues (7/1/25-6/30/26) - DB	07/31/2025	100.00
Total Chain of Lakes Rotary Club (203):				500.00
Chase (205)				
Chase	90425	Aug Credit Card Processing Fees for Resident Permits	09/04/2025	258.02
Total Chase (205):				258.02
Cintas (208)				
Cintas	4241312413	Shop Cleaning 8/26/25	08/26/2025	25.35
Cintas	4241312413	Shop Cleaning 8/26/25	08/26/2025	50.70
Cintas	4241312426	City Hall Cleaning 8/26/25	08/26/2025	127.67
Total Cintas (208):				203.72
Comcast (222)				
Comcast	90425	Sept Internet	08/27/2025	33.46
Total Comcast (222):				33.46
Coverall North America, Inc. (237)				
Coverall North America,	1000308527	Sept CH Cleaning	09/01/2025	244.50
Total Coverall North America, Inc. (237):				244.50
Crysteel Truck Equipment, INC (240)				
Crysteel Truck Equipme	F51437OVR	Credit for Price Change on Plow Installed on '24 Chevy	12/06/2023	414.24-
Crysteel Truck Equipme	F53464	(City Exp) Dump Box & Lighting for Ford F450 (VIN 08	08/05/2025	21,922.00

Name	Invoice	Description	Invoice Date	Total Cost
Crysteel Truck Equipme	FP198335	Hinge Cover Kit for Plows	01/31/2025	67.51
Crysteel Truck Equipme	FP198643	Spring Trip/Return and Eye Bolt Kit for Plow Truck	02/07/2025	205.43
Total Crysteel Truck Equipment, INC (240):				21,780.70
Dearborn National Life Insurance Co (251)				
Dearborn National Life I	90425	Sept Life/Disability & Aug Adjustment	08/08/2025	64.00
Dearborn National Life I	90425	Sept Life/Disability & Aug Adjustment	08/08/2025	49.07
Dearborn National Life I	90425	Sept Life/Disability & Aug Adjustment	08/08/2025	70.86
Dearborn National Life I	90425	Sept Life/Disability & Aug Adjustment	08/08/2025	183.09
Dearborn National Life I	90425	Sept Life/Disability & Aug Adjustment	08/08/2025	24.42
Dearborn National Life I	90425	Sept Life/Disability & Aug Adjustment	08/08/2025	29.34
Dearborn National Life I	90425	Voluntary Life	08/08/2025	68.65
Dearborn National Life I	90425	Cobra	08/08/2025	11.50
Total Dearborn National Life Insurance Co (251):				500.93
Delta Dental of MN (255)				
Delta Dental of MN	CNS0001924	Sept Dental Insurance & Adj from Aug Dental Insuranc	09/01/2025	671.23
Total Delta Dental of MN (255):				671.23
Hoff Barry, P.A. (331)				
Hoff Barry, P.A.	18963	Aug General Legal Matters	09/04/2025	840.00
Total Hoff Barry, P.A. (331):				840.00
Home Depot Credit Services (333)				
Home Depot Credit Serv	90425	Sprayer, Outdoor Cleaner, Concrete Wash & Brass Ho	08/21/2025	101.46
Home Depot Credit Serv	90425	Center Park Shelter Paint	08/21/2025	216.75
Home Depot Credit Serv	90425	Wooden Stakes & Paint for 75th Anniversary Celebrati	08/21/2025	158.14
Total Home Depot Credit Services (333):				476.35
Hugo Equipment (340)				
Hugo Equipment	220779	Chainsaw Chain (2)	08/27/2025	65.98
Hugo Equipment	220990	Trimmer String	08/27/2025	20.37
Total Hugo Equipment (340):				86.35
I.U.O.E Local 49 (347)				
I.U.O.E Local 49	90125	Sept Health Insurance	09/01/2025	286.65
I.U.O.E Local 49	90125	Sept Health Insurance	09/01/2025	1,228.50
I.U.O.E Local 49	90125	Sept Health Insurance	09/01/2025	3,071.25
I.U.O.E Local 49	90125	Sept Health Insurance	09/01/2025	409.50
I.U.O.E Local 49	90125	Sept Health Insurance	09/01/2025	1,800.00
Total I.U.O.E Local 49 (347):				6,795.90
LRS Portables of Minnesota (373)				
LRS Portables of Minne	MP281137	Baldwin Park Portable Restroom	08/21/2025	120.00
LRS Portables of Minne	MP281138	Golden Lake Portable Restroom	08/21/2025	128.00
LRS Portables of Minne	MP281139	Inner Park Portable Restroom	08/21/2025	128.00
LRS Portables of Minne	MP281140	Center Park Portable Restroom	08/21/2025	128.00

Name	Invoice	Description	Invoice Date	Total Cost
LRS Portables of Minne	MP281141	ADA and Standard Portable Restroom for 75th Celebra	08/21/2025	185.00
LRS Portables of Minne	MP281142	ADA and Standard Portable Restroom for 75th Celebra	08/21/2025	185.00
Total LRS Portables of Minnesota (373):				874.00
Menards - Blaine (429)				
Menards - Blaine	89566	Boat Launch Pothole Patch/Cap	08/15/2025	29.36
Menards - Blaine	89707	Boat Launch Cap Returned	08/15/2025	6.38-
Menards - Blaine	89710	Boat Launch Repairs - Crack Seal, Pothole Patch & Ca	08/18/2025	67.95
Menards - Blaine	89878	Returned Caps & Trowel from Boat Launch Repairs	08/21/2025	19.49-
Menards - Blaine	89879	Baking Soda, Dish Soap, Sprinkler, Simple Green, Key	08/21/2025	15.65
Menards - Blaine	89879	Baking Soda, Dish Soap, Sprinkler, Simple Green, Key	08/21/2025	37.97
Menards - Blaine	89879	Funnel, Gloves & 5 Gallon Utility Jug for Recycling Day	08/21/2025	37.86
Menards - Blaine	89879	Sealer for Sign Repair	08/21/2025	15.96
Menards - Blaine	89936	Dumpster Enclosure Tires	08/22/2025	43.98
Menards - Blaine	90231	35 Tape Measure	08/29/2025	25.99
Menards - Blaine	90231	Irrigation Control Valve & Timer	08/29/2025	40.87
Total Menards - Blaine (429):				289.72
Metro-INET (685)				
Metro-INET	2958	Sept IT Support & Phones	09/01/2025	2,891.00
Total Metro-INET (685):				2,891.00
MN Dept of Transportation (464)				
MN Dept of Transportati	P00020439	Plant Inspections of Concrete/Bituminous Material for 2	08/15/2025	1,911.65
Total MN Dept of Transportation (464):				1,911.65
MN Healthcare Consortium-Your Regional (727)				
MN Healthcare Consorti	90425	Sept Health Insurance	08/20/2025	1,273.34
MN Healthcare Consorti	90425	Sept Health Insurance	08/20/2025	789.88
MN Healthcare Consorti	90425	Sept Health Insurance	08/20/2025	238.93
Total MN Healthcare Consortium-Your Regional (727):				2,302.15
Nystrom Publishing Co, Inc (508)				
Nystrom Publishing Co,	49303	Postage for City Newsletter	08/28/2025	486.96
Nystrom Publishing Co,	49303	Sept City Newsletter - 4 Pages	08/28/2025	991.29
Total Nystrom Publishing Co, Inc (508):				1,478.25
Press Publications Inc. (542)				
Press Publications Inc.	839474	Thank You Ad for 75th Celebration	08/14/2025	347.25
Press Publications Inc.	840094	Public Notice on Tax Abatement	08/15/2025	117.08
Press Publications Inc.	840094	Public Notice on Tax Abatement	08/15/2025	234.51
Press Publications Inc.	940090	Public Notice of Annual TIF Disclosure	08/15/2025	101.36
Total Press Publications Inc. (542):				800.20
Recycle Technologies (556)				
Recycle Technologies	258176	Fall Recycling Day	08/27/2025	7,740.30

Name	Invoice	Description	Invoice Date	Total Cost
Total Recycle Technologies (556):				7,740.30
Republic Services, Inc. (559)				
Republic Services #899	0899-004819	Sept Refuse	08/31/2025	10,751.02
Republic Services #899	0899-004819	Sept Recycling	08/31/2025	8,647.56
Republic Services #899	0899-004819	Aug Garbage Stickers	08/31/2025	435.00
Republic Services #899	0899-004819	Sept Yard Waste Carts or Stickers	08/31/2025	27.60
Republic Services #899	0899-004819	July Disposal/Tonage Fee	08/31/2025	10,522.50
Republic Services #899	0899-004819	Sept Organics	08/31/2025	1,721.00
Total Republic Services, Inc. (559):				32,104.68
Shred-N-Go, Inc (582)				
Shred-N-Go, Inc	187201	Aug Recycling Day Shredding	08/25/2025	2,025.00
Total Shred-N-Go, Inc (582):				2,025.00
Toll Gas & Welding Supply (619)				
Toll Gas & Welding Sup	40217125	AGA Spec Cylinder Rental	08/31/2025	4.69
Toll Gas & Welding Sup	40217125	AGA Spec Cylinder Rental	08/31/2025	2.46
Total Toll Gas & Welding Supply (619):				7.15
Toshiba American Business Solutions (621)				
Toshiba American Busin	6641492	Sept Monthly Black & White Copy Allowance & Quarter	09/02/2025	143.21
Total Toshiba American Business Solutions (621):				143.21
US Bank Credit Card (646)				
US Bank Credit Card	90425	Adobe Monthly Subscription	08/25/2025	15.00
US Bank Credit Card	90425	Zoom Monthly Subscription	08/25/2025	16.99
US Bank Credit Card	90425	ChatGPT Monthly Subscription	08/25/2025	20.00
US Bank Credit Card	90425	Council Chambers Carpet Downpayment (1/2)	08/25/2025	5,441.65
US Bank Credit Card	90425	Employee Recognition Program Visa Cards	08/25/2025	567.14
US Bank Credit Card	90425	Seasonal Appreciation Luncheon	08/25/2025	92.08
US Bank Credit Card	90425	Recycling Day Supplies - Lunch	08/25/2025	205.21
US Bank Credit Card	90425	2 Yards 1/4" Pea Gravel	08/25/2025	149.97
US Bank Credit Card	90425	1 Yard 1/4" Pea Gravel	08/25/2025	74.99
US Bank Credit Card	90425	75th Celebration Supplies (Donuts & Ice)	08/25/2025	49.94
US Bank Credit Card	90425	US Bank Rebate	08/25/2025	225.91-
US Bank Credit Card	90425	Council Chambers Carpet Downpayment (Taxable Gas	08/25/2025	1,470.94
US Bank Credit Card	90425	Mens Restroom Repair Kit	08/25/2025	4.12
US Bank Credit Card	90425	Mens Restroom Repair Kit	08/25/2025	4.12
US Bank Credit Card	90425	Annual Membership - PS	08/25/2025	138.00
Total US Bank Credit Card (646):				8,024.24
Verizon Wireless (652)				
Verizon Wireless	6121833486	Aug Phones, Data & Paging App	08/23/2025	153.52
Verizon Wireless	6121833486	Aug Phones, Data & Paging App	08/23/2025	63.38
Verizon Wireless	6121833486	Aug Phones, Data & Paging App	08/23/2025	30.70

Name	Invoice	Description	Invoice Date	Total Cost
Total Verizon Wireless (652):				247.60
Village Floor & Wall (832)				
Village Floor & Wall	49264	Council Chambers Carpet Replacement (Taxable Gas	08/20/2025	1,470.94
Village Floor & Wall	49264	Council Chambers Carpet Replacement - Final Payme	08/20/2025	5,441.66
Total Village Floor & Wall (832):				6,912.60
WH Security (667)				
WH Security	90425	Sept Monitoring	08/28/2025	18.72
Total WH Security (667):				18.72
WSB & Associates, Inc (658)				
WSB & Associates, Inc	R-025186-00	2025 Pavement Rehabilitation Project-July 25 Billings	08/19/2025	84,689.50
WSB & Associates, Inc	R-027820-00	(City Exp) Baldwin and Carl Eck Park Master Planning	08/24/2025	2,675.00
WSB & Associates, Inc	R-030963-00	Local Climate Action Plan - July '25	08/22/2025	8,363.75
WSB & Associates, Inc	R-031079-00	(City Exp) 2025 JPA Chip Seal Inspection	08/19/2025	6,270.00
Total WSB & Associates, Inc (658):				101,998.25
Grand Totals:				309,024.28

Name	Invoice	Description	Invoice Date	Total Cost
COVERALL NORTH AMERICA, INC (172)				
COVERALL NORTH	1000308042	Sept Cleaning Service	09/04/2025	820.00
Total COVERALL NORTH AMERICA, INC (172):				820.00
DEARBORN NATIONAL (177)				
DEARBORN NATIO	90425	Sept Life/Disability Premiums	09/04/2025	1,515.51
DEARBORN NATIO	90425	Sept Volunteer Life Prem	09/04/2025	162.07
Total DEARBORN NATIONAL (177):				1,677.58
DELTA DENTAL (180)				
DELTA DENTAL	CNS0001924	Sept Dental Insurance Premiums	09/04/2025	1,222.20
Total DELTA DENTAL (180):				1,222.20
EMERGENCY CONTRACTORS (196)				
EMERGENCY CON	1995	Sept Monthly Landscaping/ Weed Control Request	09/04/2025	890.00
Total EMERGENCY CONTRACTORS (196):				890.00
GEORGE'S INC (210)				
GEORGE'S INC	3653	'25 Explorer #125 Oil and filter change	08/26/2025	100.00
Total GEORGE'S INC (210):				100.00
LOFFLER COMPANIES (267)				
LOFFLER COMPAN	5112888	2 Toner Cartridges	08/28/2025	134.67
Total LOFFLER COMPANIES (267):				134.67
Metro Sales, Inc. (280)				
Metro Sales, Inc.	INV2876633	Aug Copier Contract	09/04/2025	74.54
Total Metro Sales, Inc. (280):				74.54
MIDWAY FORD INC (284)				
MIDWAY FORD INC	639382	'22 Explorer Diagnose warning lights, Replaced batteries and	08/29/2025	440.89
Total MIDWAY FORD INC (284):				440.89
OPTUM FINANCIAL, INC. (313)				
OPTUM FINANCIAL	1790697	Jul Service Fee	09/04/2025	30.00
Total OPTUM FINANCIAL, INC. (313):				30.00
O'REILLY AUTOMOTIVE, INC (314)				
O'REILLY AUTOMO	3472-410250	6 gallons wiper fluid, glass cleaner, valve caps	08/29/2025	28.00
Total O'REILLY AUTOMOTIVE, INC (314):				28.00
PETTY CASH/JEFF LAMBRECHT (323)				
PETTY CASH/JEFF	082125	Items for Facebook project	08/21/2025	18.00
PETTY CASH/JEFF	082125	Reimbursement of Petty Cash for Postage 4/1/25 & 7/22/25	08/21/2025	29.43

Name	Invoice	Description	Invoice Date	Total Cost
Total PETTY CASH/JEFF LAMBRECHT (323):				47.43
Pitney Bowes Global Financial Svc LLC (324)				
Pitney Bowes Globa	3107374626	3rd Quarter Postage Meter Lease	09/04/2025	71.13
Total Pitney Bowes Global Financial Svc LLC (324):				71.13
Shred-N-Go, Inc (348)				
Shred-N-Go, Inc	187500	Aug Shredding Service	09/04/2025	114.30
Total Shred-N-Go, Inc (348):				114.30
TRANSUNION RISK & ALTERNATIVE (380)				
TRANSUNION RIS	202508	Aug Investigative Expenses	09/04/2025	75.00
Total TRANSUNION RISK & ALTERNATIVE (380):				75.00
US Bank Credit Card (386)				
US Bank Credit Car	090425	Works washes - Jul 25	08/25/2025	126.50
Total US Bank Credit Card (386):				126.50
VERIZON WIRELESS (391)				
VERIZON WIRELE	6121793890	Aug Cell Phones	09/04/2025	692.00
VERIZON WIRELE	6121793890	Aug Squad Laptop Data	09/04/2025	385.11
Total VERIZON WIRELESS (391):				1,077.11
Grand Totals:				6,929.35

CENTENNIAL FIRE DISTRICT

Fire Disbursement Report
Input Dates: 8/27/2025 - 9/9/2025

Page: 1
Sep 04, 2025 09:19AM

Name	Invoice	Description	Invoice Date	Total Cost
FIRE SAFETY USA, INC (178)				
FIRE SAFETY USA, INC	205356	Engine 3: Air Break fitting tee replacement	09/09/2025	252.74
FIRE SAFETY USA, INC	205358	Engine 1: Install custom seal for ladder compartment to p	09/09/2025	942.50
Total FIRE SAFETY USA, INC (178):				1,195.24
Metro-INET (223)				
Metro-INET	2955	SEPTEMBER - Phone & IT Services	09/09/2025	2,688.00
Total Metro-INET (223):				2,688.00
VERIZON WIRELESS (287)				
VERIZON WIRELESS	6121134244	7/16 - 8/15 Mobile Broadband & Monthly Phone	09/09/2025	280.07
Total VERIZON WIRELESS (287):				280.07
WEX BANK (291)				
WEX BANK	107017621	AUGUST - Fuel	09/09/2025	798.63
Total WEX BANK (291):				798.63
Grand Totals:				4,961.94

RESOLUTION NO. 2025-11

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

**A RESOLUTION CALLING DELINQUENT UTILITY ACCOUNTS PUBLIC
HEARING**

WHEREAS, the City is authorized by Ordinance to certify to the County Auditor for collection with other taxes, unpaid charges for storm sewer, sanitary sewer, water, and garbage, refuse, and recycling charges; and

WHEREAS, the City intends to consider, and possibly approve, the certification of the unpaid charges to the County Auditor; and

WHEREAS, the City is required to give notice of such hearing as set forth in Ordinance No. 98 of the City Code; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Circle Pines, Minnesota, as follows.

1. That the City Administrator is directed to provide the required notice of hearing to be held at 7 p.m. on Tuesday, the 14th day of October 2025.
2. That the City Administrator shall provide the Council with a copy of the list of unpaid charges.

Adopted by the Circle Pines City Council, this 9th day of September 2025.

Dave Bartholomay, Mayor

Attest:

(Seal)

Patrick Antonen, City Administrator

RESOLUTION NO. 2025-12

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

**A RESOLUTION CALLING DELINQUENT CITY PROPERTY ACCOUNTS
PUBLIC HEARING**

WHEREAS, the City is allowed by the Improvement Code (MS 429.101) to collect certain delinquent special charges as a special assessment against the property benefited; and

WHEREAS, the City intends to recover these unpaid charges through the special assessment process; and

WHEREAS, it is necessary to give notice of such hearing, and it is also necessary to prepare an assessment roll; and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Circle Pines, Minnesota, as follows.

1. That the City Administrator is directed to provide notice of the special assessment hearing for delinquent accounts and other unpaid bills to be held at 7 p.m. on Tuesday, the 14th of October 2025.
2. That the City Administrator is hereby directed to prepare the assessment roll for such delinquent accounts and to provide the Council with a copy of the proposed assessment roll.

Adopted by the Circle Pines City Council, this 9th day of September 2025.

Dave Bartholomay, Mayor

(SEAL)

ATTEST:

Patrick Antonen, City Administrator

RESOLUTION NO. 2025-13

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

September 17 – 23, 2025, is proclaimed as

CONSTITUTION WEEK

WHEREAS: It is the privilege and duty of the American people to commemorate the two hundred and thirty-sixth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention with appropriate ceremonies and activities; and

WHEREAS: Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17th through 23rd as Constitution Week,

NOW, THEREFORE I, Dave Bartholomay, by virtue of the authority vested in me as Mayor of Circle Pines in the City of Circle Pines, do hereby proclaim the week of September 17 through 23 as,

CONSTITUTION WEEK

and urge all citizens to study the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

NOW THEREFORE BE IT RESOLVED THAT, the City of Circle Pines City Council proclaims the week of September 17th through 23rd, 2025, as Constitution Week.

Adopted by the Circle Pines City Council, this 9th day of September 2025.

David Bartholomay, Mayor

(SEAL)

ATTEST:

Patrick Antonen, City Administrator

RESOLUTION NO. 2025-14

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

**RESOLUTION DECLARING COSTS TO BE ASSESSED AND ORDERING
PREPARATION OF PROPOSED ASSESSMENT ROLL
2025 STREET RECONSTRUCTION PROJECT**

WHEREAS, Pursuant to resolution of the Council adopted October 22, 2024 ordering the improvements with reference to the improvement Golden Lake Road, West Golden Lake Road, Village Parkway, Central Street, Cameo Lane, Golden Oak Drive, Oak Leaf Lane from Oak Ridge Trail to Woodcrest Drive, Oak Road, South Pine Drive from South Drive to Oak Leaf Lane, and South Drive from South Pine Drive to South Road. This project also includes pavement improvements at the public works facility, fire station, and Golden Lake Park parking lots. This project will consist of mill and overlay and partial reconstruction, and assess the benefited property for all or a portion of the cost of the improvement; and

WHEREAS, costs have been determined for the improvement of Golden Lake Road, West Golden Lake Road, Village Parkway, Central Street, Cameo Lane, Golden Oak Drive, Oak Leaf Lane from Oak Ridge Trail to Woodcrest Drive, Oak Road, South Pine Drive from South Drive to Oak Leaf Lane, and South Drive from South Pine Drive to South Road in their entirety by mill and overlay and partial reconstruction; and the total estimated cost for such improvement is \$3,038,832 including \$2,595,758 for street improvements.

NOW THEREFORE LET IT BE RESOLVED THAT: The City Council of Circle Pines, Minnesota:

1. The portion of the cost of such street improvement to be paid by the city is hereby declared to be \$1,884,738, and the portion of the cost to be assessed against benefited property owners is declared to be \$711,020.
2. Assessments shall be payable in equal annual installments extending over a period of ten years, the first of the installments to be payable on or before the first Monday in January 2026, and shall bear interest at the rate of 5.75 percent per annum from the date of adoption of the assessment resolution.
3. The city clerk, with the assistance of the city engineer shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece, or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The clerk shall, upon the completion of such proposed assessment, notify the council thereof.

Adopted by the Circle Pines City Council this, 9th day of September 2025.

Dave Bartholomay, Mayor
(Seal)

ATTEST:

Patrick Antonen, City Administrator

RESOLUTION NO. 2025-15

**STATE OF MINNESOTA
COUNTY OF ANOKA
CITY OF CIRCLE PINES**

**RESOLUTION CALLING A HEARING ON PROPOSED ASSESSMENT
2025 STREET REHABILITATION PROJECT**

WHEREAS, by a resolution passed by the council on September 9, 2025, the city clerk was directed to prepare a proposed assessment roll for the cost of improving Golden Lake Road, West Golden Lake Road, Village Parkway, Central Street, Cameo Lane, Golden Oak Drive, Oak Leaf Lane from Oak Ridge Trail to Woodcrest Drive, Oak Road, South Pine Drive from South Drive to Oak Leaf Lane, and South Drive from South Pine Drive to South Road. This project also includes pavement improvements at the public works facility, fire station, and Golden Lake Park parking lots. This project will include mill and overlay and partial reconstruction, and assess the benefited property for all or a portion of the cost of the improvement; and

WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his office for public inspection.

NOW THEREFORE LET IT BE RESOLVED THAT: The City Council of Circle Pines, Minnesota:

1. A hearing shall be held on the 14th day of October 2025, in the city hall at 7:00 p.m. to pass upon such proposed assessment, and at such time and place, all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. They shall also cause a mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to city, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. They may at any time thereafter pay to the city the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15, or interest will be charged through December 31 of the succeeding year.

Adopted by the Circle Pines City Council this, 9th day of September 2025.

Dave Bartholomay, Mayor

Attest:

Patrick Antonen, City Administrator

(Seal)



200 Civic Heights Circle
Circle Pines, MN 55014
(763) 784-5898

CIRCLE PINES

www.ci.circle-pines.mn.us

Memo

Agenda Item 6.e.

To: City Council
From: Patrick Antonen
Date: September 4, 2025
Re: Fire Service Contract with SBM.

To improve service and reduce costs, staff recommends entering into a contract with the SBM Fire Department for fire protection services. SBM offers a duty crew model instead of relying on volunteers, which ensures staffed personnel and faster response times. Their broader coverage and ability to deploy from multiple stations will enhance service reliability. Additionally, the estimated annual cost of \$380,000 is significantly lower than maintaining our current district.

Beyond cost savings, the partnership brings benefits for our firefighting personnel, including more training opportunities and the ability to rotate across various stations for broader experience. This integration allows firefighters to serve different neighborhoods, work with diverse crews, and gain valuable field exposure, leading to stronger skills and retention.

After much discussion with our city attorney, SBM staff and Centerville it is recommended that the City of Circle Pines enter into this agreement with SBM for Fire Protection Services.

Enclosures (1) SBM Contact for Service

Fire Protection Services Agreement

This agreement is between the parties of the Spring Lake Park Fire Department, Inc., DBA Spring Lake Park – Blaine – Mounds View Fire Department (SBM), an independent corporation; the City of Circle Pines, a city in the County of Anoka, and the State of Minnesota;

Whereas, the Centennial Fire District, a joint powers fire department established between the cities of Circle Pines and Centerville, has historically provided fire protection services under the governance of the Centennial Fire District Steering Committee; and

Whereas the parties have agreed that the Centennial Fire District shall cease operations and will no longer function as an independent governing entity effective December 31, 2025. Upon unanimous agreement for dissolution, each member municipality shall continue payments and operate as a full participant in the district for a two (2) year period, so that distribution of equipment can occur in an orderly fashion.

Whereas the City of Circle Pines wishes to ensure uninterrupted, high-quality fire protection services by entering into a contractual agreement with the Spring Lake Park-Blaine- Mounds View Fire Department (SBM).

Now, therefore, the parties enter into this Fire Protection Services Agreement with the intent of providing sustainable, professional fire protection services to the City of Circle Pines.

In consideration of the mutual promises and agreements hereinafter set forth the parties do hereby agree as follows:

- **Scope of Work:**

SBM shall provide the following services to the City of Circle Pines.

- Structural Fire Protection
- Grass/Forest Firefighting
- General Firefighting
- Rescue
- Emergency medical response at the Basic Life Support (BLS) level

- Hazardous materials response (operations level)
 - Fire Prevention education and public outreach
 - Fire code enforcement, inspections, and plan review
 - Participate in mutual and automatic aid agreements
- **Staffing and Operations:**
SBM shall staff, operate, and maintain all apparatus, equipment, and personnel necessary to provide the services outlined in this agreement. Response will be provided from SBM's existing network of fire stations, which shall include the station located in the City of Circle Pines.
- **Capital Asset Ownership:**
 - The City of Circle Pines agrees to transfer use of the fire service – and related capital assets and personal property currently owned by the Centennial Fire District and apportioned to Circle Pines, except for the building located at 2 East Road, Circle Pines, MN 55014 which shall remain Circle Pines' property, to SBM in a manner consistent with applicable law.
 - An inventory of transferred assets shall be finalized and mutually agreed upon within 60 days of the effective date and the parties shall promptly execute any and all bills of sale, assignments and other documents as may be reasonably requested and take such actions as may be necessary to implement and evidence the assignment and transfer of such assets.
 - As allocated by the Centennial Fire District Joint Powers Agreement, the value of those assets apportioned to Circle Pines shall be included as the contributory share of assets to SBM.
- **Facility Use and Maintenance:**
 - During the term of this agreement SBM shall have full operational access to the fire station located at 2 East Road within the City of Circle Pines (“Circle Pines Station”).
 - SBM shall assume responsibility for routine maintenance and upkeep of the Circle Pines Fire Station and shall include associated costs in its annual operation budget.
 - SBM shall be responsible for risk of loss and insurance for the Circle Pines Fire Station, and SBM shall add Circle Pines as an insured loss payee.
 - Major capital repairs or major improvements to the physical structures (e.g., HVAC, roofing, structural renovations) of the Circle Pines Fire Station,

which are not covered as an insured loss, over the cost of \$5,000.00 shall remain the responsibility of the City, unless otherwise agreed upon in writing.

- **Financial Compensation:**

- The City of Circle Pines agrees to pay an annual service fee to SBM for the services provided under this agreement.
- The initial annual fee shall be \$380,000.00 dollars with annual increases agreed upon in writing prior to each new year beginning January 1.
- Annual cost increases or decreases shall be applied proportionally to the initial annual fee (\$380,000) based on the agreed budget percentage finalized each year by the cities of Blaine, Spring Lake Park, and Mounds View. This will be applied consistently and fairly across all jurisdictions served by SBM. Subsequent increases or decreases will be factored from previous years' annual fee.
- Compensation payments shall be made in quarterly installments, due on the 1st day of each calendar quarter and will be subject to a late fee of 1% if not received by the 15th day of the said quarter.

- **Term:**

- This agreement between the SBM Fire Department and City of Circle Pines shall take effect on January 1, 2026, and shall remain valid for a period of ten (10) years, through December 31, 2035.
- Unless terminated, this agreement shall automatically renew for additional successive ten (10) year terms under the same terms and conditions stated herein, unless either party provides written notice of its intent not to renew said contract at least one (1) year prior to the expiration of the current term.

- **Communication and Reporting:**

- SBM shall provide monthly updates to the City Administrator of Circle Pines.
- SBM shall also provide quarterly updates to the City Council, including incident statistics, operational updates, and budget status.
- Additional communication and presentations shall be provided upon request.

- Circle Pines City Administrator shall have the right to be an ex-officio on the SBM Board and receive updates upon reasonable request.
- **Termination:**
 - This agreement may be terminated by either party in its sole discretion with a minimum of one (1) year's written notice.
 - Both parties agree to work in good faith to ensure a smooth transition of services during the notice period.
 - Asset disposition and unresolved financial matters shall be addressed before the effective termination.
 - If it is decided to move forward with termination of this contract, the following steps will be taken:
 - i. Upon dissolution, termination or withdrawal from this agreement, the following procedure shall be used to distribute the personal property of SBM, its capital equipment and other related equipment. Distribution will only occur after all debts of SBM and long-term expenses have been satisfied.
 - ii. Within six months of notice of withdrawal or dissolution SBM shall retain a qualified appraiser to evaluate each piece of capital equipment and all other equipment and personal property that is owned by SBM. The appraiser shall submit the report to each of the municipalities.
 - iii. In addition, the financial records of SBM will be reviewed for the lesser of the life of SBM or for the last 15 years, to determine the total dollar value of contributed equipment and depreciation payments made by each member municipality. SBM will then determine the percentage of the total paid by each member municipality.
 - iv. The percentage of the total contributions over the applicable period will then be multiplied by the times the total dollars arrived at by the appraiser for all capital equipment, other equipment and personal property of SBM.
 - v. Each municipality will then have the above-specific dollars available to use towards the purchase of capital equipment and other equipment of SBM for that municipality's individual use, or, if a number of municipalities wish to continue the department, they

may recontribute the purchased equipment to the department. Each municipality will have the option to retain personal equipment that is located at the station(s) within its boundaries and valued at less than \$500 for each piece. Such retained equipment will be charged against that municipalities allocated funds as outlined above.

- vi. To determine the order in which each municipality will proceed to use its allocated dollars to purchase equipment, there will be a coin toss an appropriate number of times to determine the full order of picks. After the order has been determined, the first picking member municipality will begin the process using its dollar amount, as determined above, to purchase the piece of equipment of personal property that it desires. That process will continue until all member municipalities have had their first pick for the equipment they desire.
 - vii. Then the member municipality that picked first, in the first round, will pick last in the second round, and the second municipality in the first round will pick first in the second round, etc. The municipalities will continue picking in that order alternating until the number of rounds necessary to achieve the distribution of all equipment has occurred; or until all member municipalities pass on the remaining equipment. Each member municipality has the ability to exceed the dollars available on the purchase of one piece of capital equipment or other equipment of SBM. In the event the municipality exceeds its available dollars, the municipality hereby agrees to reimburse the other member municipalities within a one-year period.
 - viii. That reimbursement will be distributed based on the dollars remaining unspent by the member municipalities.
 - ix. The City of Circle Pines will resume all operation and responsibility for the Circle Pines Fire Station.
- In the event that payment is not received within 60 days of the due date, SBM may consider this a breach of contract and may result in termination of this agreed contract without notice.

- **Insurance and Liability:**

- SBM shall maintain appropriate insurance coverage, including:

- General Liability
- Workers' Compensation
- Property and vehicle coverage

- **Indemnification & No Waiver:**
 - SBM agrees to defend and indemnify Circle Pines against any claims brought or actions filed against Circle Pines or any officer, employee, or volunteer thereof for injury to, death of, or damage to the property of any third person or persons, arising from performance by SBM under this contract for services. Under no circumstances, however, shall SBM be required to pay on behalf of itself and Circle Pines, any amounts in excess of the limits on liability established in Minnesota Statutes, Chapter 466 applicable to any one party. The limits of liability for SBM and Circle Pines may not be added together to determine the maximum amount of liability for SBM. The intent of this subdivision is to impose on SBM a limited duty to defend and indemnify Circle Pines for claims arising out of the performance of this contract subject to the limits of liability under Minnesota Statutes, Chapter 466. The purpose of creating this duty to defend and indemnify is to simplify the defense of claims by eliminating conflicts between the parties and to permit liability claims against both parties from a single occurrence to be defended by a single attorney.
 - Nothing herein shall be construed to waive or limit any immunity from, or limitation on, liability available to either party, whether set forth in Minnesota Statutes, Chapter 466 or otherwise.

- **Dispute Resolution:**
 - Should any dispute arise from this agreement.
 - The parties shall first engage in good faith negotiations. If unresolved, the matter shall be referred to a non-binding negotiation or mediation.
 - **Dispute Process.** When any party of this contract feels that there is a dispute arising out of this agreement, they may initiate the dispute resolution process by submitting a written statement outlining the dispute or disagreement. This written statement of dispute shall be forwarded to the City Council and SBM Board at their next regular or special meeting. The City Council and SBM Board will then have a six (6) month period to resolve the dispute as to interpretation or application of the terms of this

agreement, the dispute shall be forwarded to the Anoka County Mediation Service or a similarly appropriate mediation service. If the City Council and SBM Board cannot mutually agree, through the mediation process, within 90 days as to the interpretation of application of the specific term in question, City Council and SBM Board will initiate the submission of the issue to arbitration. Arbitration shall be conducted pursuant to the Minnesota Uniform Arbitration Act, Minnesota Statutes Chapter 572B, or law as revised or amended therefrom.

- **Entire Agreement:**

This document constitutes the entire agreement between the parties concerning fire protection services and supersedes all prior negotiations or agreements related to such services. Amendments or modifications must be written and signed by both parties.

- **Modification:**

This writing contains the entire agreement between the parties and no alterations, variations, modifications, or waivers of the provisions of this agreement are valid unless reduced to writing, signed by the parties, and attached hereto.

- **Minnesota Law Governs:**

This contract shall be governed by and construed in accordance with the internal laws of the State of Minnesota. All proceedings related to this contract shall be venued in the State of Minnesota.

- **Severability:**

The provisions of this contract shall be deemed severable. If any part of this contract is rendered void, invalid, or otherwise unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this contract.

IN WITNESS WHEREOF, the parties have executed this contract effective on the date indicated above.

Signatures

Spring Lake Park Fire Department, Inc.

Name: _____

Signature: _____

Date: _____

Title: SBM Board President

SBM Fire Department

Name: _____

Signature: _____

Date: _____

Title: SBM Fire Chief

Circle Pines Name: _____

Signature: _____

Date: _____

Title: Circle Pines Mayor

Circle Pines Name: _____

Signature: _____

Date: _____

Title: City of Circle Pines City Administrator

RESOLUTION NO. 2025-16

**CITY OF CIRCLE PINES
ANOKA COUNTY, MINNESOTA**

**A RESOLUTION DIRECTING THE CENTENNIAL FIRE DISTRICT
TO TRANSFER ASSETS TO THE
SPRING LAKE PARK-BLAINE-MOUNDS VIEW FIRE DEPARTMENT**

WHEREAS, the City is a member of the Centennial Fire District, a joint powers fire department established between the cities of Circle Pines and Centerville (the “District”), that has historically provided fire protection services under the governance of the Centennial Fire District Steering Committee; and

WHEREAS, the District intends to cease operations and no longer function as an independent governing entity effective December 31, 2025, at which time each member municipality will continue payments and operate as a full participant in the district for up to a two (2) year period so that distribution of equipment can occur in an orderly fashion; and

WHEREAS, the City wishes to ensure uninterrupted, high-quality fire protection services by entering into a contractual agreement with the Spring Lake Park-Blaine-Mounds View Fire Department (“SBM”) pursuant to which SBM has agreed to provide fire protection services to the City on the terms stated in the agreement (“SBM Agreement”); and

WHEREAS, SBM has requested that the City transfer use of the fire service and certain related capital assets and personal property currently owned by the District and apportioned to the City, to SBM in a manner consistent with applicable law; and

WHEREAS, as the sole members of the District, the cities of Circle Pines and Centerville may direct the District to transfer substantially all of its assets to SBM in exchange for SBM providing fire protection services to each City pursuant to their respective agreements with SBM; and

WHEREAS, the City Council finds that directing the District to transfer substantially all of its assets to SBM in exchange for the City receiving fire protection services pursuant to the SBM Agreement is reasonable and furthers the public health, welfare, and safety.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CIRCLE PINES, MINNESOTA, AS FOLLOWS:

1. The District is hereby directed to promptly transfer use of the fire service and related capital assets and personal property currently owned by the District and apportioned to the City, except for the building located at 2 East Road, Circle Pines, MN 55014 which shall remain the City’s property, to SBM in exchange for SBM providing fire protection services to the City pursuant to the terms stated in the SBM Agreement.

2. The City Administrator, subject to review by the City Attorney, shall execute all documents necessary to implement the transfer in accordance with applicable law.

Passed by the City Council of Circle Pines, Minnesota, this 9th day of September 2025.

David Bartholomay, Mayor

(SEAL)

ATTEST:

Patrick Antonen, City Administrator