



CITY OF
LONG LAKE

City Council Agenda Report

City of Long Lake

450 Virginia Avenue, PO Box 606
Long Lake, MN 55356

MEETING DATE / January 6, 2026

SUBJECT: 2026 City Appointments

Prepared By: Jeanette Moeller, City Clerk

Report Date: 12/31/2025

Recommended City Council Action

Staff recommends the following:

Motion to adopt the City of Long Lake 2026 Appointments Worksheet, including the following appointments:

- Councilmember Dyvik to the position of Mayor Pro-Tempore;
- Councilmembers Dyvik and Feldmann to the positions of Shoreline Fire Department Board Voting Director, with Councilmember Newcomer as Alternate Voting Director;
- City Administrator Nowezki and Planning Commission Member Axelson to the positions of Shoreline Fire Department Operating Committee Ex-Officio Director, with City Clerk Moeller as Alternate Ex-Officio Director;
- Councilmembers _____ and _____ to the Utility Agreements Subcommittee;
- Councilmember _____ as the Park Board Liaison;
- Councilmember _____ as the Planning Commission Liaison;
- Councilmember _____ as the Chamber of Commerce Liaison;
- Councilmember _____ as the Long Lake Waters Association Liaison;
- Councilmember _____ to the Lake Minnetonka Communications Commission;
- Councilmembers _____ and _____ to the Highway 12 Safety Coalition;
- Mayor Miner as the Wayzata Crime Prevention Coalition Liaison; and
- Mayor Miner to the Northwest Hennepin League of Municipalities, with Mayor Pro-Tempore Dyvik as alternate.

Overview / Background

The City Council annually makes appointments for City committees and positions at their first meeting in January for the year ahead. A review of open positions or areas for discussion follows.

- **Mayor Pro-Tempore**

A member of the City Council must be appointed to the position of Mayor Pro-Tempore at the first meeting of the year. The role of this individual is to serve in the capacity of Mayor should the Mayor be unavailable to do so. Historically, the Mayor has recommended his/her appointee, to be voted on by the Council. Mayor Miner has selected Councilmember Dyvik to continue serving as Mayor Pro-Tempore in 2026.

- **Shoreline Fire Department Board – Voting Directors**

Per the terms of the Joint Powers Agreement enacted in October 2025, the Shoreline Fire Department Board is the governing body of the Fire Department and is comprised of two Voting Directors (elected officials) from each member City. Additionally, each member City is charged with appointing an Alternate Voting Director. Staff recommends the 2025 appointees to these positions remain unchanged for 2026.

- **Shoreline Fire Department Operating Committee – Ex-Officio Directors**

Consistent with the Joint Powers Agreement above-referenced, each Shoreline Fire Department member City must appoint their City Administrator and one additional non-elected City official or employee as Operating Committee Ex-Officio Directors, plus one Alternate Ex-Officio Director (City staff or non-elected official). The Operating Committee is charged with meeting with the Fire Chief on a monthly basis and with reporting to the Board at their meetings. Staff recommends the 2025 appointees to these positions remain unchanged at this time.

- **Utility Agreements Subcommittee**

The two Councilmembers appointed to the Utility Agreements Subcommittee (meeting on an as needed basis) would be working with staff through the process of reviewing past utility agreements and in the continued negotiation and development of a new joint master sewer and water agreement between the cities of Long Lake and Orono for those Orono properties connected to Long Lake water and/or sewer. Mayor Miner and Councilmember Kvale held these subcommittee positions in 2025. While this group did not meet last year, there may be some momentum to begin revisiting these agreements beginning in 2026.

- **Park Board Liaison**

The City Councilmember appointed to this position will attend Park Board meetings and report on the Board's activities to the City Council. Council member Kvale held this position in 2025.

- **Planning Commission Liaison**

The City Councilmember appointed to this position attends Planning Commission meetings and reports on the Planning Commission's activities to the City Council. Councilmember Feldmann held this position in 2025.

- **Chamber of Commerce Liaison**

The City Councilmember appointed to this position attends Long Lake Area Chamber of Commerce meetings and reports on the Chamber's news and activities to the City Council. Councilmember Kvale held this position in 2025.

- **Long Lake Waters Association Liaison**

The City Councilmember appointed to this position attends Long Lake Waters Association meetings/presentations, and reports on the organization's activities to the City Council. Councilmember Newcomer served as Long Lake Waters Association Liaison in 2025.

- **Lake Minnetonka Communications Commission**

The Commission typically meets on the second Thursday of scheduled months (approximately four times per year), with meetings beginning at 5:30 pm, subject to change. The City's resident representative position to the LMCC remains open at this time - this position has historically been very challenging to fill. Additionally,

one individual from the Council must be appointed to fill a City Councilmember seat. This position was held by Councilmember Kvale in 2025.

▪ **Highway 12 Safety Coalition**

The Highway 12 Safety Coalition is a collaborative effort between staff and elected representatives of cities located along the Highway 12 corridor; county governments; and MnDOT to identify issues related to improving the safety of transportation along Highway 12. Two Councilmembers are invited to be appointed to this committee, which has typically met twice a year at a minimum. Coalition bylaws indicate that more meetings may be scheduled on an as needed basis. While attendance at meetings isn't necessarily requested, staff believes there continues to be a benefit in maintaining awareness of the Coalition's ongoing agenda business and communications. Councilmember Newcomer served in this capacity in 2025.

▪ **Wayzata Crime Prevention Coalition – Council Liaison**

The Wayzata Crime Prevention Coalition (WCPC) is a volunteer organization supporting the Wayzata Police Department in their efforts to educate and alert citizens and businesses about criminal activities within the communities of Wayzata and Long Lake. Current Long Lake community representatives on the Coalition include resident Bryan Miller, and Gopher Ace business owner Mark Schaefer. Their continued participation in the organization has been referenced on the 2026 Appointments Worksheet. Mayor Miner has served as a WCPC Liaison on behalf of the City Council for years 2023 through 2025. The Councilmember appointed to this position for 2026 would attend WCPC meetings on the second Tuesday of the month at 7:30 am and report on the group's activities to the City Council.

▪ **Northwest Hennepin League of Municipalities**

The Northwest Hennepin League of Municipalities (NWHLM) is a group of elected officials, primarily Mayors, who represent cities in their coverage area through education and networking to achieve better results within their respective cities. Mayor Miner represents the City of Long Lake on this organization, as well as serving as a member of the NWHLM's Executive Committee. Mayor Miner has indicated he would support the appointed Mayor Pro-Tempore serving as an alternate to attend NWHLM meetings in his absence.

▪ **Planning Commission Chair and Chair Pro-Tempore**

Members of the Planning Commission must be appointed by the City Council to serve as the Chair and Chair Pro-Tempore for the year 2026. Staff is recommending that action to appoint these positions be delayed at this time in order to offer the Planning Commission an opportunity to make their recommendations for appointment during their first meeting in 2026.

▪ **Park Board Chair and Secretary**

Members of the Park Board must be appointed by the City Council to serve as the Chair and Secretary for the year 2026. Staff is recommending that action to appoint these positions be delayed at this time in order for the Park Board to have an opportunity to make their recommendations for appointment during their first meeting in Spring of 2026.

▪ **EDA Chair and Vice-Chair**

Different from the Planning Commission and Park Board, members of the EDA must be selected by the EDA to serve as the Chair and Vice-Chair for the year 2026; however, per the EDA bylaws, this appointment does not require ratification by the City Council. The EDA will be voting upon selection of their officer positions when they first meet as needed in 2026.

Supporting Information

- 2026 City Appointments Worksheet