

LAMBERTON CITY COUNCIL
SPECIAL MEETING • CITY HALL
November 25, 2025 • 6:00 P.M.

- 1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES**
 - A. Additions/Deletions to Agenda
- 2. GENERAL BUSINESS**
 - A. RCA - Maintenance Supervisor Hire
 - B. RCA - Snow Plow Coverage
 - C. RCA – Water License Coverage
 - D. RCA – Beermann Wage and Direction
 - E. RCA – Halter Wage
- 3. Resolutions**
 - A. 2025-22 - Resolution Adopting Family Leave
- 4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS**
 - A. Information for Council
- 5. NEXT MEETING DATES**
 - A. Work Session December 1, 2025 at 5:30 PM
 - B. Regular Council Meeting December 8, 2025 at 6:30 PM
- 6. ADJOURNMENT**

11-24-25	REQUEST FOR COUNCIL ACTION
TO:	HONORABLE MAYOR & CITY COUNCIL
FROM:	Valerie Halter
SUBJECT:	Maintenance Supervisor
ISSUE/REQUEST/ BACKGROUND:	<p>Cole Anderson has accepted the Maintenance Supervisor position at Grade 8 Step 7 \$34.93/hour with a start date of 1-2-2026.</p> <p>The council must decide the time frame licenses must be obtained by.</p> <p>Waste Water: Water: 3 years: Certified Pool Operator:</p> <p>I need a motion to approve the hire.</p>

11-17-25	REQUEST FOR COUNCIL ACTION
TO:	HONORABLE MAYOR & CITY COUNCIL
FROM:	Valerie Halter
SUBJECT:	Snow Plow Coverage
ISSUE/REQUEST/ BACKGROUND:	<p>I called all the names on the list of possibilities, and no applications have been received.</p> <p>Terry Nepperman came in and said he would help if needed. Doesn't want to leave the city stranded.</p> <p>Jason Schultz will help with sidewalks if needed, but plowing.</p> <p>Kim will run the bobcat but needs to learn how.</p> <p>Bill Schaffran stopped in and said he would if you couldn't find anyone else.</p>

11-24-25	REQUEST FOR COUNCIL ACTION																		
TO:	HONORABLE MAYOR & CITY COUNCIL																		
FROM:	Valerie Halter																		
SUBJECT:	Emergency Coverage																		
ISSUE/REQUEST/ BACKGROUND:	<p>Sacred Heart has not returned my call or email.</p> <p>Emergency Rates for People's Service are - "Anything outside of that is \$80 hr or \$120 hr weekends/after hours / holidays."</p> <p>The others have not come to tour.</p> <table border="1"> <thead> <tr> <th>Company</th> <th>Num</th> <th>Cost</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td>People's Service</td> <td>402-960-5700</td> <td>\$1,723.00</td> <td>Monthly Charge - cover certification and do the required testing and paperwork. This is a 1x week visit up to 2 hrs per visit.</td> </tr> <tr> <td>Justin Thram</td> <td>507-220-9961</td> <td>\$1,500.00</td> <td>Monthly Charge - cover certification and do the required testing and paperwork. This is a 1x week visit up to 2 hrs per visit.</td> </tr> <tr> <td>Matt Buntjer</td> <td>507-360-1263</td> <td>\$ 750.00</td> <td></td> </tr> </tbody> </table>			Company	Num	Cost	Description	People's Service	402-960-5700	\$1,723.00	Monthly Charge - cover certification and do the required testing and paperwork. This is a 1x week visit up to 2 hrs per visit.	Justin Thram	507-220-9961	\$1,500.00	Monthly Charge - cover certification and do the required testing and paperwork. This is a 1x week visit up to 2 hrs per visit.	Matt Buntjer	507-360-1263	\$ 750.00	
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FROM:	Valerie Halter																
SUBJECT:	Tyler Beermann Wage & Direction																
ISSUE/REQUEST/ BACKGROUND:	<p>I want the council to set clear expectations and direction for Tyler.</p> <p>He can test for his water license in January.</p> <p>Tyler's current wage is Grade 5 Step 6. He will have every weekend and holiday until Cole can help cover.</p> <p>This is what I found from when the Council approved a stipend for Nick.</p> <p style="text-align: center;">City Clerk Stipend Pay</p> <p>At the 11/8/2021 city council meeting the council decided to pay Nick Anderson an additional stipend of \$500 per month for assuming the city clerk duties until a clerk is hired retroactive to the first day that the city was without a clerk.</p> <p style="text-align: center;">Nick has worked in this dual capacity since October 18, 2021 \$250 per pay period</p> <table> <thead> <tr> <th>Pay Period</th> <th>Description</th> <th>Amt</th> <th>Pay Period</th> </tr> </thead> <tbody> <tr> <td>PP22 - Oct 11 - Oct 24</td> <td>1 week without clerk</td> <td>\$125</td> <td>PP 23</td> </tr> <tr> <td>PP23 - Oct 25 - Nov 7</td> <td>2 weeks without clerk</td> <td>\$250</td> <td>PP 23</td> </tr> <tr> <td>PP24 - Nov 8 - Nov 21</td> <td>2 weeks without clerk</td> <td>\$250</td> <td>PP 24</td> </tr> </tbody> </table>	Pay Period	Description	Amt	Pay Period	PP22 - Oct 11 - Oct 24	1 week without clerk	\$125	PP 23	PP23 - Oct 25 - Nov 7	2 weeks without clerk	\$250	PP 23	PP24 - Nov 8 - Nov 21	2 weeks without clerk	\$250	PP 24
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11-24-25	REQUEST FOR COUNCIL ACTION
TO:	HONORABLE MAYOR & CITY COUNCIL
FROM:	Valerie Halter
SUBJECT:	Halter Wage
ISSUE/REQUEST/ BACKGROUND:	<p>I have been here just short of four years. Since I started no one has been started on the start step as I did. No with the hiring of the new Maintenance Supervisor at a rate almost \$4 over what I get, I would like to request an immediate increase to Step 7 for \$35.53/hour starting for the pay period that began November 17th. Moving to Step 8 after January 1.</p> <p>Some of the accomplishments over the past 4 years:</p> <ul style="list-style-type: none"> • Saved the grocery store twice • Had the town reassessed • Added campsites to Kuhar • Emerald Ash Bore grant and continued work to get Ash trees removed • New snowplow • Planning grant for old school site • South-Side Addition Covenant rewrite • Huber houses torn down • Fiber Internet service for the town • Changed utility billing software • Updated meter reading system • Cut office help • US Bank Bldg. sold • Horse house used • Annexation of property by southside addition • Senior Housing Study • Testified twice for State Bond Funding • Ambulance Policy • Safe Routes to School grants and studies • Park Improvements • Full-Time Police • League of MN Cities Technical Grant • Grove Street • Lead Service Line Replacement help in executing • Ambulance Position – covering day shifts • Work with childcare • Work with housing possibilities • LRIP Grant applications • Filled the 20 spots for the Small Cities Development Grant • Engineering of utilities to the Industrial Park and rest of town – all the things needed to move forward with USDA-RD and other funding sources

RESOLUTION NO. 2025-22

CITY OF LAMBERTON

A RESOLUTION ADOPTING THE MINNESOTA PAID FAMILY AND MEDICAL LEAVE PROGRAM AND ESTABLISHING PREMIUM CONTRIBUTIONS

WHEREAS, the State of Minnesota has enacted the Paid Family and Medical Leave (PFML) program, requiring employer and employee participation beginning January 1, 2026; and

WHEREAS, the PFML program provides wage-replacement benefits for eligible employees who need leave due to medical, parental, family caregiving, military exigency, or safety reasons; and

WHEREAS, employers are required to submit a premium totaling 0.88% of employee taxable wages, which may be shared between the employer and employee; and

WHEREAS, the City of Lambertton seeks to comply with state law while supporting its employees and maintaining responsible fiscal practices;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lambertton, Minnesota, that:

1. The City of Lambertton hereby adopts participation in the Minnesota Paid Family and Medical Leave program as required by state law.
2. The total premium of 0.88% of employee taxable wages shall be shared equally between the City and its employees, with the City paying 0.44% and the employee paying 0.44% through payroll deduction.
3. City staff are authorized to implement all necessary administrative procedures, including payroll system updates, notifications to employees, and compliance reporting as required by the State of Minnesota.
4. This resolution shall take effect immediately upon its passage and approval.

Adopted by the City Council of the City of Lambertton on this 25 day of November 2025.

APPROVED:

Mayor

ATTEST:

City Clerk