

Minutes for a Regular Meeting of the Lamberton City Council

City Hall/Electronic/Telephone • Monday January 10, 2022 • 6:30 P.M.

(UNOFFICIAL UNTIL COUNCIL APPROVED)

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, absent D. Knutson.
- Staff in Attendance: N. Anderson, J. Thram, V. Halter
- Additions to Agenda: Library Budget
- ***Motion/Second/Pass (Senst/Beermann/unanimous) to adopt the agenda as amended.***

2. CONSENT AGENDA & GENERAL BUSINESS

A. Approval of Minutes (can all be done in one motion)

1. November 8, 2021 EDA Minutes
2. December 13, 2021 Regular City Council Minutes

Motion/Second/Pass (Beermann/Senst/unanimous) to adopt Minutes of meetings listed.

B. Petitions, Request, Communications

1. Citizen Complaints – None to report
2. Zoning Permits/Variance Requests – none to report
3. Request for Council Action (if any)

a. RCA - Adopt Mayor & Council Appointments for 2022

- Mayor and council appointments were amended to add "Tree Inspector" onto Weed Inspector

Motion/Second/Pass (Senst/Beermann/unanimous) to adopt the amended Mayor & Council appointments.

b. RCA - Adopt 2022 Fee Schedule

- Discussion was held on increasing the Community Center rental fees. There has been an issue with groups not returning the space to the condition they found it resulting in increased cleaning expense.
- Motion made to amend the Community Center Rental rate to \$60 per event.

Motion/Second/Pass (Irlbeck/Sik/unanimous)

- Motion to adopt the 2022 Fee Structure with the change to the Community Center rental fee.

Motion/Second/Pass (Senst/Irlbeck/unanimous)

c. RCA – Approve Valerie Halter as Administrator on all Financial Accounts

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve Valerie Halter as Administrator on all financial accounts for the city.

d. RCA – Approve hiring Part Time Library Aide

- Ilea Wegley at a rate of \$10.48/hour.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to hire Ilea Wegley as a part time Library Aide.

C. Department Reports (if any)

1. Maintenance Department –

- Justin updated the board on water leak that was found and repaired.
- Justin presented information about the Emerald Ash Borer from a meeting he attended in Sanborn with a representative from the Department of Ag. Justin is pursuing a grant that can help pay for the treatment, removal and replacement of Ash trees in public spaces in the community. Current numbers in Lamberton are 51% Ash trees in boulevards, 67% in the City Park and 69% in Kuhar Park. The City of Lamberton will need to adopt an Emerald Ash Borer Management Plan for the grant.
- Council discussed the need to start planting a variety of trees to start the replacement of the Ash trees.

- **Motion/Second/Pass (Irlbeck/Senst/unanimous) to accept the Maintenance report as given.**

2. Ambulance Department –

- Allison Rue attended via Zoom.
- Coverage was tough this past month because of COVID cases or close contacts to crew members.
- Annual inspection of the D-Fib pack was today – awaiting report.
- Moving forward on purchasing a new defibrillator.
- **Motion/Second/Pass (Irlbeck/Beermann/unanimous) to accept the Ambulance report as given**

3. Administration/EDA Department

- Valerie updated the council on training and training opportunities.
- The audit is starting this week.
- **Motion/Second/Pass (Senst/Beermann/unanimous) to accept the Administrative/EDA report as given.**

4. Police Department –

- Report as presented in council packet.
- **Motion/Second/Pass (Senst/Irlbeck/unanimous) to accept the Police report as given.**

5. Library –

- No report presented.
- Council discussed the budget. The Library account cash balance ended the year in the positive because the second half of taxes were credited to the library account. Valerie will give the Library tools to track spending and budgets. Encourage to use Plum Creek Library system over purchasing. Council will continue to monitor and take further action if needed.

6. Fire Department – No report given.

D. Ordinances and Resolutions (if any) (can all be done in one motion)

1. 2022-01 A Resolution Approving Donations to the City of Lamberton

- **Motion/Second/Pass (Senst/Beermann/unanimous) to accept resolution 2022-01.**

E. December 2021 Financial Report, Approval of Claims

- **Motion/Second/Pass (Senst/Irlbeck/unanimous) to accept the Financial Report as presented.**
- A bill was presented after cut off for tires and battery for the plow truck. Valerie asked for permission to pay that bill. It will show up in next month's claims.
- **Motion/Second/Pass (Senst/Irlbeck/unanimous) To approve claims as presented with the addition of the Kronbach Repair bill.**

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

- A. An application for city clerk received 12/30/2022 placed on file
- B. Next meeting will be held February 14, 2022 at 6:30 PM

5. ADJOURNMENT

- **Motion/Second/Pass (Irlbeck/Beermann/unanimous) adjourning the meeting.**

Respectfully Submitted,
Valerie Halter, Clerk



Approved,
Lydell Sik, Mayor



Minutes for a Special Meeting of the Lamberton City Council

City Hall/Electronic/Telephone • Monday January 19, 2022 • 5:00 P.M.

(UNOFFICIAL UNTIL COUNCIL APPROVED)

1. CALL TO ORDER

- Present: Mayor L. Sik, D. Irlbeck, T. Beermann, D. Knutson, absent J. Senst.
- Staff in Attendance: N. Anderson, V. Halter
- ***Motion/Second/Pass (Irlbeck/Beermann/unanimous) to adopt the agenda as presented.***

2. GENERAL BUSINESS

- Ordinances and Resolutions
 - 2022-02 Resolution Authorizing the Adoption the Redwood County All Hazard Mitigation Plan Dated August 2019
 - Reason for needing to adopt the mitigation plan is for the school to qualify for a grant. The city should have adopted this plan early.
 - ***Motion/Second/Pass (Knutson/Beermann/unanimous) to adopt resolution 2022-02.***

3. ADJOURMENT

- ***Motion/Second/Pass (Beermann/Irlbeck/unanimous) adjourning the meeting.***

Respectfully Submitted,
Valerie Halter, Clerk



Approved,
Lydell Sik, Mayor



LAMBERTON CITY COUNCIL
REGULAR MEETING • CITY HALL/ELECTRONIC/PHONE
February 14, 2022 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Present: Mayor L. Sik, D. Irlbeck, J. Senst, , D. Knutson absent T. Beermann
- Staff in Attendance: N. Anderson, V. Halter, T Neperman, M. Hubin, C. Fenger
- Public in Attendance: Tony Sauer, Jonathan Steen, Stephanie Steen
- Additions/Deletions to Agenda
 - Add Item 3.4.e - DNR Emerald Ash Borer Grant Acceptance
 - Remove Resolution item 3 – Sale of Lamberton Meats building and renumber Resolution Accepting Donations to the City of Lamberton to 2022-04.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to adopt the agenda as amended.

2. CONSENT AGENDA

- A. Approval of Minutes (can all be done in one motion)
1. January 10, 2022 – EDA Minutes
 2. January 10, 2022 – Regular City Council Meeting
 3. January 19, 2022 – Special Meeting

Motion/Second/Pass (Senst/Knutson/unanimous) to adopt the minutes as listed.

3. GENERAL BUSINESS

- A. Petitions, Request, Communications

1. Citizen Complaints

Jonathan Steen was present to discuss the issues he has been having with the Lamberton PD and parking issues. Tony Sauer also present to discuss the parking issues. Discussion was held on the issues at hand, ordinances, and zoning.

Other complaints received by the city and forwarded to the police department were reviewed. Several are ones we have received complaints on before. Main Street sidewalk snow removal and properties to be cleaned up were discussed. Letters to homeowners were discussed and assessing charges to the owners when/if the city does the work or hires it to be done.

Short break taken for a picture of the council for the 150th Anniversary History book.

2. Kuhar Park and Campsite Reservations

- Discussion held on providing a reservation option for the sites at Kuhar.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to accept reservations for camping sites at Kuhar Park.

3. Zoning Permits/Variance Requests – none received.

4. Request for Council Action

- RCA – Juneteenth
 - No action taken.
- RCA – Election Judges
 - Valerie has asked previous judges if they would like to continue being judges. There are several that have decided not to return. Valerie is asking permission to advertise for election judges, so we have them ready for when County training takes place.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to advertise for election judges.

- RCA – Valerie Halter attend the MCFOA Conference
 - It has been recommended by the accounting firm that it would be beneficial for Valerie to attend the Minnesota Clerk and Financial Officer Association Conference March 22-25 in St. Cloud. The conference provides education opportunities including a session for new clerks.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to allow Valerie Halter to attend the MCFOA Conference.

- RCA – ABDO Contract
 - The council previously had signed a contract with ABDO Financial Services to provide accounting support. This contract expires at the end of February. Valerie would like to extend the contract to the end of 2022 so that she has a resource for accounting questions. The City is only charged when their services are used.

Motion/Second/Pass (Knutson/Irlbeck/unanimous) to extend ABDO Financial Service contract to the end of 2022.

- RCA – DNR Emerald Ash Borer Grant Acceptance
 - Valerie explained that the City of Lamberton was awarded a grant for \$40,000 from the MN DNR for Management of the Ash Tree – Emerald Ash Borer. The grant money is to be used for the removal and replacement of Ash Trees in the City Park and Kuhar Park. The City will be responsible for approximately \$9,751 in matching funds spread over the next three years. This grant provides the opportunity replace trees that will be lost due to the Emerald Ash Borer.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to enter into contract with the MN DNR and accept the \$40,000 grant funds to be used for Emerald Ash Borer management.

B. Department Reports

1. Maintenance Department

- Written report submitted. In the report it is noted that the equipment they currently have is wider than the sidewalks on Main Street.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to accept the Maintenance report as given.

2. Ambulance Department

- Written report submitted.

Motion/Second/Pass (Senst/Knutson/unanimous) to accept the Ambulance report and to thank Jill Irlbeck for her years of continued service.

3. Administration/EDA Department

- Written report submitted. Valerie met with the auditing side of ABDO and reviewed the draft report of the 2021 audit. ABDO feels that the City of Lamberton would benefit from debt management and levy consulting services. The board was open to exploring the services they offer.
- Congress still has not acted on the spending requests we have in.
- Sale of the Lamberton Meats building was discussed. The lawyer added a clause about building value and the potential buyers rejected the proposal. Now we will hold an EDA meeting with the potential buyers and try to come to terms both can agree upon.

Motion/Second/Pass (Senst/Knutson/unanimous) to accept the Administration/EDA report.

4. Police Department –

- Written report submitted.
- Chief Hubin requested a new printer.
- Trouble with the squad car battery.

- The squad will need to go to Hutchinson for some work.

Motion/Second/Pass (Irlbeck/Knutson/unanimous) to accept the Police report.

5. Library

- No report submitted.

6. Fire Department

- Chief, Tom Neperman let the council know he is not looking to continue as Chief after this year. He would like to get some of the grant projects completed and ready to turn over to a new Chief.
- All officers remained the same.
- The new grass rig will be picked up in the next week or so. The old rig gets returned to the DNR.
- Tom updated the council that he is working with the engineers of the new school. The fire main will need to be extended and hydrants will be needed.
- The process to hire a new Chief has changed. You now must treat it like a regular hired position and go through an entire hiring process.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to accept the Fire report.

C. Ordinances and Resolutions

1. 2022-03 – Resolution Adopting the Annual Fee Schedule for the 2022 Calendar Year
2. 2022-04 – Resolution Accepting Donations to the City of Lamberton

Motion/Second/Pass (Senst/Knutson/unanimous) to approve resolutions 2022-03 and 2022-04.

D. Financial Report & Approval of Claims

1. January 2022 Financial Report
2. Approval of claims

Motion/Second/Pass (Senst/Knutson/unanimous) to approve the January 2022 Financial report and the Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

- Mayo Sik will be on the KNUJ Town Days radio program tomorrow. Will highlight the 150th Anniversary Celebration June 23-26, 2022.

5. NEXT MEETING DATE

- A. March 14, 2022 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Knutson/unanimous) to adjourn the meeting.

Respectfully Submitted,
Valerie Halter, Clerk

 3.14.22

Approved,
Lydell Sik, Mayor



CITY OF LAMBERTON

RESOLUTION 2022-03

A Resolution Authorizing the Adoption of an Annual Fee Schedule for the 2022 Calendar Year

WHEREAS, the Lamberton City Council has determined it is in the City's best interest to implement an annual fee schedule; and

WHEREAS, the Lamberton City Council would like to implement a fee schedule for the 2022 calendar year; and

WHEREAS, by motion on January 10, 2022, the fee schedule to be adopted as follows:

		2022 Fee Schedule	
		Notes	2022 Fees
Administrative Fees			
Copies- Color	Per Page		\$1.00
Copies-Black & White	Per Page		\$0.25
Data Request Inquiry	Per Hour (prorated for actual time)		\$25.00
Certificate of Unpaid Assessments	Per PIN		\$25.00
Elections-Candidate Filing Fee	Per Filing (State law, no refunds)		\$2.00
Fax	Per Page		\$1.00
Invoice Late Fee	Monthly		1.5% on balance
Meal Reimbursement- Dinner	Per Day		\$23.00
Meal Reimbursement- Lunch	Per Day		\$12.00
Meal Reimbursement-Breakfast	Per Day		\$11.00
Mileage Reimbursement Rate	Per Mile		\$0.0585
NSF Check Fee	Per Check		\$30.00
Economic Development			
Loan Application Fee	Per Application		\$20.00
Ambulance Department			
Advantage Life Support-Base Rate	Per Call		\$1,250.00
ALS-Rate 2	Per Call		\$1,400.00
Basic Life Support-Base Rate	Per Call		\$800.00
Mileage	Per Loaded Mile		\$20.00

Non-emergency Base Rate	Per Call	\$550.00
Township/City Charge	Per Capita	\$15.00
Community Center		
Rental (includes kitchen)	Per Event	\$60.00
Fire Department		
Fire Call	Based on 2 Hours	\$1,000.00
Fire Exceeding 2 Hours	Per hour	\$100.00
Fire Truck Maintenance	Per Month	\$35.00
Foam	Per Pail	\$100.00
Township Charge	Per Section	\$250.00
Garbage		
Drive by fee	Per Month	\$5.50
Library Fines and Fees		
Copies- Color	Per Page	\$1.00
Copies-Black & White	Per Page	\$0.25
Patron Fines- Books	Per Day	\$0.10
Patron Fines- Card Replacement	Per Card	\$5.00
Patron Fines- DVD's	Per Day	\$1.00
License Fees		
3.2 Malt Liquor Off-Sale License	Per Year	\$35.00
3.2 Malt Liquor On-Sale License	Per Year	\$100.00
Animal License	Per Year	\$10.00
Animal License - Duplicate	Per Occurrence	\$3.00
ATV License	Per Year	\$15.00
ATV License - Duplicate	Per Occurrence	\$3.00
Hawker	Per Year	\$50.00
Off-Sale Liquor License	Per Year	\$125.00
On-Sale Liquor License	Per Year	\$1,200.00
Peddlers	Per Day	\$10.00
Sunday Liquor License	Per Year	\$200.00
Temporary Liquor License	Per Occurrence	\$10.00
Transient Merchant	Per Day	\$10.00
Transient Merchant	Per Month	\$50.00
Transient Merchant	Per 6 Months	\$150.00
Park Fees		
Kuhar Park Campground Rent	Per Night	\$20.00
Kuhar Park	<i>7th Night Free with Previous 6 Night PAID</i>	

Kuhar Park Campground Rent	Monthly	\$375.00
Picnic Table Rent	Per Table Per Day	\$5.00
Shelter Reservation Fees	Per Event-NON-REFUNDABLE	\$25.00
Planning and Zoning Fees		
Building/Zoning Permit (Cost of construction under \$100,000)		\$35.00
Building/Zoning Permit (Cost of construction over \$100,000)		\$100.00
Conditional Use Permit	Per Application	\$150.00
Failure to obtain Building Permit		3 times the building Rate Fee
Rezoning of Property	Per Application	\$150.00
Street Vacation	Per Application	\$200.00
Variance	Per Application	\$150.00
Public Works		
Black Dirt	Per Yard	\$15.00
Gravel	Per Yard	\$10.00
Loader/Tractor/Truck	Per Hour	\$125.00
Yard Waste Collection Permit	Annual per location	\$25.00
Mowing/Weed Control-1st Time		\$50.00
Mowing/Weed Control-Each time thereafter		\$100.00
Snow Removal	Per Hour (minimum 1 hour)	\$100.00
Sewer		
Base Charge- 1-1 1/2" Meter	Per Month	\$32.00
Base Charge- 2" and above Meter	Per Month	\$62.00
Base Charge-Up to 3/4" Meter	Per Month	\$15.00
Sewer Usage Charge	Per 1,000 gallons of water	\$6.50
Storm Sewer		
Drainage Charge-Commercial	Per Month	\$32.00
Drainage Charge-Institutional	Per Month	\$62.00
Drainage Charge-Multi-family Residential	Per Month	\$102.00
Drainage Charge-Residential	Per Month	\$15.00
Swimming Pool		
Admission	Per Day	\$4.00
Punch Card	Per 10 admissions	\$35.00
Season pass-Family	Per Year	\$125.00
Season Pass-Individual	Per Year	\$50.00
Swimming Lessons-Private	Per Person	\$80.00
Swimming Lessons-Public	Per Person	\$40.00

Swimming Lessons-Parent/Toddler	Per Toddler	\$25.00
Swimming Pool Parties	up to 50 people	\$125.00
Swimming Pool Parties	51-100 people	\$175.00
Utility Service Rates and Fees		
Certification Administrative Fee	Per Year	15%
Account Change Fee (existing services)	Per Account	\$10.00
Install/Disconnect Fee (Change fee in lieu of Disconnect Fee for existing services)	Per Connection	\$30.00
Disconnect & Reconnection Fee (non-payment disconnect AND reconnection)	Per Reconnection	\$50.00
Late Fee on Service	Per Month	10%
Sewer Service Connection (new connection to main)	Per Connection	\$400.00
Temporary Connection Fee (dispatched for tempory (up to 48 hrs) dis/connection for repairs)	Per Connection	\$25.00
Water Service Connection (new connection to main)	Per Connection	\$400.00
Wage & Reimbursement Rates not on a wage scale		
Election Judge	Per Hour	\$11.33
Head Election Judge	Per Hour	\$11.83
Water		
Base Charge- Up to 3/4" meter	Per Month	\$14.00
Second Meter Charge-Residential (Up to 3/4" Meter)	Per Month	\$14.00
Base Charge- 1-1 1/2" Meter & Minimum Bulk Charge	Per Month	\$35.00
Base Charge- 2-3" Meter	Per Month	\$60.00
Water Usage Charge	Per 1,000 gallons of water	\$6.50
Non-City Residential Access Charge	Per Month	\$15.00
Adopted by the Council on 1-10-2022		

ATTEST:



Mayor

By: 

City Clerk

CITY OF LAMBERTON

RESOLUTION 2022-04

A Resolution Accepting Donations to the City of Lambertton

WHEREAS, the City of Lambertton, Minnesota is generally authorized to accept donations pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

<u>Donation #</u>	<u>Name of Donor</u>	<u>Amount</u>
1287	Wayne Rue	\$ 25.00
	TOTAL	\$ 25.00

WHEREAS, the terms or conditions of the donations, if any, are as follows:

<u>Donation Number</u>	<u>Terms, Conditions, or Use</u>
1287	Fire Department

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

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

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed and Adopted by the City Council this 14th day of February 2022.

CITY OF LAMBERTON, MINNESOTA

By: 
Mayor

ATTEST:
By: 
City Clerk

**LAMBERTON CITY COUNCIL
REGULAR MEETING • CITY HALL/ELECTRONIC/PHONE
MARCH 14, 2022 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

A. Additions/Deletions to Agenda

- Present: Mayor L. Sik, D. Irlbeck, J. Senst, D. Knutson, T. Beermann
- Staff in Attendance: V. Halter, M. Hubin (via zoom), A. Vogel, J. Thram, Allison Rue
- Public in Attendance: Tom Olinger, ABDO, Heidi Sarne, Library Board

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to accept the agenda as given.

2. CONSENT AGENDA

A. Approval of Minutes (can all be done in one motion)

1. February 24, 2022 – EDA Special Meeting Minutes
2. February 14, 2022 – Regular City Council Meeting+

Motion/Second/Pass (Knutson/Beermann/unanimous) to approve the minutes as listed.

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. Lisa Jenniges – Beer Garden/Street Dance for 150th Celebration

Lisa will be having a band outside in the back-parking lot during the 150th Celebration. It will be held in the back-parking lot. She will be in contact with First Security Bank to make sure it is ok. She has the appropriate insurance for the event and her liquor license allows for one weekend for a town celebration. Lisa will have the area fenced off and people posted to prevent beer coming in and out. Lisa just wanted to make the council aware of her plans and make sure it's ok.

2. 2021 Audit Report –

Tom Olinger of Abdo presented the 2021 City of Lambertton Financial Statement Audit. Tom discussed the overall audit opinion. No legal compliance issues. There is a limited ability to do segregation of duties. This has been noted before and it is not uncommon for cities of Lambertton's size. Encourage the council to review the bank rec and payables. The did make a change as to the way the debt against the different utility enterprises is reported. The debt should be shown as a liability and it has not been in the past. Because there is a corresponding asset that goes with the debt. The general fund balance should be around 50% above the budget. Lambertton has slightly more than that. Revenues & expenditures exceeded the budgeted amount. Part of that is because of the CARES Act money coming in and spending of those dollars. Currently Lambertton is transferring funds from the General Fund into the Capital Improvement fund to build for future projects. Tom explained the option of setting a separate levy just for Capital Reserve so that money goes directly there instead of budgeting it separately and moving funds when needed. Then the General Levy is just for operation expenditures. To have a Capital Reserve – the City can then plan out projects for the next 5 years and know the funding is there. The Water Fund has a large reserve. The Sanitary Sewer and the Storm Sewer Funds are below the reserve they should have. The Refuse Fund has a decent reserve. Overall Tax rate had a slight drop. Debt per capita has been decreasing. Tom explained some of the services ABDO can offer in Debt Management and planning future capital needs. ABDO can help the City map out the future needs, levies, and cash balances.

3. Citizen Complaints

- Council discussed the water in yard complaint. Justin did explain there is a problem in that alley that they will work on when it dries up.

4. Zoning Permits/Variance Requests – None

- 2022-01 – 908 S Douglas - Rich Arkell Garage Addition
- Rich contacted the city to see what his options were for adding onto his garage. He was given a map showing the setbacks and where he is allowed to build.
- ***Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve permit 2022-01 for a garage addition as long as all variances are followed.***

5. Request for Council Action

- RCA – 150th Celebration Glow Swim – Pool Rental
 - Tabled until the City finds out if it is legal or not.
- RCA - Truth and Taxation Announcement by Mayor
 - Notice is hereby given that the Board of Appeal and Equalization of the Lamberton City shall meet on 4/20/2022, 10:00:00 AM to 10:30:00 AM, at the meeting room in Redwood County Government Center at 403 S Mill St in Redwood Falls, MN. Persons that are questioning the value or classification of their property may appear before the local board of appeal and equalization.
- RCA – Library Budget
 - There continues to be residents making comments about the Library budget to Alicia. Alicia did not go over budget last year. She came in at 99.11%. Valerie is trying to figure out why the council felt the Library was over budget. Valerie would like to get everyone on the same page about expectations. Mayor Sik did ask that Alicia attend monthly council meetings to help with the communication. Alicia explained that she does take all her information to the Library Board.
- RCA – Library Board
 - The library board has three open spots to be filled due to expiring terms.
 - Jan Benedict, Ilea Wegley, and Rebecca Waldner have applied to be on the board.
 - Term limits are staggered.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to appoint Jan Benedict, Ilea Wegley and Rebecca Waldner to the library board.

- RCA – Purchase of Radtke Property
 - Gary Radtke owner of the property on Ash Street asked if the city would be interested in purchasing the property from him. Discussion was held. Because the property isn't in a location the city has use for, the cost to clean it up and the amount he is asking for it, the city has no interest in purchasing the property.
- RCA – Allina Clinic Lease Extension Request
 - The Allina Clinic will be doing some security updates to the clinic building. Because of this, they are asking for a two-year extension to their lease contract. There has been plumbing issues with the building that Justin will be working on.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to extend the Allina clinic lease an additional two years.

- RCA – Campspot for Kuhar Park Site and Shelter Rentals
 - Campspot is an online service that can take camping and shelter rental reservations for us. The cost is \$2 per reservation and the credit card fee. These costs can be passed onto the customer at the time of booking. Campspot will set up all the information and give us a link that we will advertise for customers to use. We will still be able to make reservations for those who stop into the office and want to do it there. But this gives people the option to do it when it works for them. The only time the City will be charged is if someone goes to the Campspot site searches for us or is referred to us because where they planned on going is full. That charge will be \$2 a reservation. Campspot does not charge any reoccurring charges. So, we are not charged in the winter or if there are no reservations. This also allows Justin and Tim to log in and see what the reservation activity is for

cleaning and garbage. We will have to put signage up so people are aware they need to make reservations and the sites will now be numbered. The shelters at the City Park will be on there as well. Our goal is to be ready for reservations by May 1, 2022.

B. Department Reports

1. Maintenance Department

- Justin and Tim have been working on the street sweeper.
- Justin asked what the council would like for street patching. Justin can get Bergen here before the 150th, but they are slightly more expensive.
- Water main break on south part of Grove. The end of the street isn't in great shape. Should we just keep the end gravel and fill the potholes in the upper part of the street. Council felt that Justin knows best and for him to do what is needed.
- Will be meeting with Bolton and Menk regarding the new school. Justin has a list of questions.
- Legion parking lot had over thaw again.

Motion/Second/Pass (Irlbeck/Knutson/unanimous) to accept the Maintenance report as given.

2. Ambulance Department

- Allison Rue was present. She encouraged to watch the RSB link she sent out. It has good information on it about is in the works at the legislative level.
- The new recruits are still in training.
- There will be EMR & EMT classes starting at the end of March for anyone interested in joining the service.
- Allison foresees the Ambulance service going over their gas budget for the year.
- Allison talked to both Wabasso and Westbrook about covering the day service. Wabasso is ok with covering the day shift. Currently Allison and Debbie try and coordinate covering day shift when they are able. It is very minimal at this time. The council question about the firemen willing to help and what the requirements are for them to attend ambulance meetings. Allison explained they would mostly need the training on the rig and equipment, but Debbie is the training officer. The council asked that the fire, ambulance, and council reps get together and discuss options.
- New company for Medical Direction. Same people, same protocol, just a different company.

Motion/Second/Pass (Knutson/Senst/unanimous) to accept the Ambulance report as given.

3. Administration/EDA Department

- Public meeting for the Small Cities Development grant will be at the next council meeting at 7PM.
- City Wide Clean Up day is set for Saturday, May 14, 2022
- The Police and Valerie will be working on nuisance properties.
- Valerie did the utility billing this month and accounts payables.
- Valerie would like to have a work session in mid-April with the council.
- Congressional Spending – still no word on whether Lamberton was in the budget that passed last week.
- ***Motion/Second/Pass (Beermann/Irlbeck/unanimous) to accept the Administration/EDA report.***

4. Police Department

- Mike Hubin joined via Zoom.
- Will be working on nuisance properties. The timeline will be letters out by April 1st with a deadline of May 14th to have the problem taken care of. May 16th – we will seek legal advice and move forward to get the properties cleaned up.
- Mike asked the council to get him properties they would like addressed.
- The camera in the squad car is shot. Approximate price to replace it is \$6,000. The squad is a 2013.

Motion/Second/Pass (Knutson/Senst/unanimous) to accept the Police report.

5. Library

- Story Time attendance is down. Once it warms up, she will have it in the park for the older kids.

- Winter Reading program added the kids in instead of just adults. The kids have done well, and circulation is up.
- Made Valentines for Valley View Manor.
- Did a Tell Me Story activity. This will be done again.
- Cell Phone Basics class was held. Will continue to help those who need it.
- There is a survey out for people to help let the Library know what programs they would like to see.
- There is a Fraud Class May 11 at 1PM.
- Movies are back.
- National Library Week in April. There will be events every day.
- **Motion/Second/Pass (Irlbeck/Senst/unanimous) to accept the Library report.**

6. Fire Department

- No report given.

C. Ordinances and Resolutions (if any) (can all be done in one motion)

1. 2022-05 – Resolution Reestablishing Precinct Boundary and Polling Place
2. 2022-06 - Resolution Accepting Donations to the City of Lamberton
3. 2022-07 – Resolution to Sell the Lamberton Meats Building to Millers

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to approve resolutions 2022-05, 2022-06, and 2022-07.

D. Financial Report & Approval of Claims

1. February 2022 Financial Report
2. Approval of claims

Motion/Second/Pass (Senst/Knutson/unanimous) to approve the February 2022 Financial report and the Approval of Claims

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

5. NEXT MEETING DATE

- A. April 11, 2022 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Beermann/Senst/unanimous) to adjourn the meeting.

Respectfully Submitted,
Valerie Halter, Clerk



Approved,
Lyndell Sik, Mayor



**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
APRIL 11, 2022 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Present: Mayor L. Sik, D. Irlbeck, J. Senst, D. Knutson, T. Beermann
- Staff in Attendance: V. Halter, M. Hubin (via zoom), K. Redman, Allison Rue, C. Fenger
- Public in Attendance: Bill Schaffran, Brian Keairnes, Kim Robinson, Jason Miller

A. Additions/Deletions to Agenda

- Additions to the agenda Zoning – consideration to vacate 3rd Ave W of Juniper; Building permit for Jason Schultz; Ambulance reinstate Mindi Hesse and remove Kelly Birkemeyer from ambulance service; Quarterly Budget Reports.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve the additions to the agenda as given.

2. CONSENT AGENDA

A. Approval of Minutes (can all be done in one motion)

1. March 14, 2022 – EDA Meeting Minutes
2. March 14, 2022 – Regular City Council Meeting

Motion/Second/Pass (Senst/Beermann/unanimous) to approve the minutes as listed.

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. Citizen Complaints

- Kim Robinson was present to discuss the nuisance property letter she received. Kim was looking for clarification. Officer Chuck Fenger will meet with her. Kim also wanted to express her frustration with the stray cats that live in the house across the street from her. She is asking the City for help to do something about the stray cats. Chuck will also work with Kim on the cat issue.
- Jason Miller was present to discuss the nuisance property letters he received. There was clarification made on unregistered vehicles. Officer Fenger will meet with Jason as well.
- Brian Keairnes was present to discuss the nuisance property letters he received. Brian will contact the police department for clarification.
- Bill Schaffran was present to discuss the nuisance property letters he received. He doesn't feel he deserves the treatment. Bill said he will go through the property in question with Chuck.
- Report of properties that were sent nuisance letters was given to the council and comments made on the list of the people that have contacted the city.

2. Citizens Suggestions

- A couple of young city citizens came in and gave the city a suggestion for a skateboard park. The council asked that the people propose ways the park can be paid for and location.

SMALL CITIES DEVELOPMENT GRANT 7:00 PM PUBLIC MEETING

Darren Struck with United Community Action partnership was present to hold the public meeting in regards the Small Cities Improvement Grant.

Commercial Property - UCAP had projected five commercial projects to happen in the City of Lamberton. All five projects have been spoken for. Three are complete and two are still in progress. These projects leveraged \$180,000 in grant funds for these projects. The commercial property owners leveraged \$94,700 of their own funds, bringing the total to \$274,700 of improvements to commercial properties. There was \$27,000 in admin fees from UCAP. All funds for commercial properties have been spoken for.

Residential Properties – Currently there are 13 homes out of the 21-unit goal. There are 4 in progress, 7 out for bids, 2 are ready for inspection, and 1 dropped out. This program runs until September of 2023. Grant total was \$575,000 with administration fees of \$75,000. Currently there is just under \$100,000 spoken for. Homeowners have leveraged \$69,469.

The goal is to award \$25,000 to each homeowner. The Small Cities Grant is a 10-year forgivable loan with an 80/20 split. 80% covered by the grant and 20% by the homeowner. Depending upon the homeowner's income level, there can be other funding available to help with the homeowner's portion.

Darren and Valerie will work on advertising the grant availability for the loans.

There were no further questions from those present. Public hearing ended at 7:11 PM.

Regular Council Meeting resumed at 7:11PM

3. Zoning Permits/Variance Requests – None

- 2022-02 – 107 4th Ave W – Mark Benedict- Privacy Fence

Motion/Second/Pass (Senst/Knutson/unanimous) to pass the permit 2022-02.

- 2022-03 – 506 S Elm St – Adam Kronback – Privacy Fence

Motion/Second/Pass (Irlbeck/Senst/unanimous) to pass the permit 2022-03.

- 2022-04 – 208 S Juniper – Jason Schultz – Pole Shed

- Jason Schultz is asking the City to vacate the 3rd Ave W starting at Juniper Street in front of his property to the city boundary. Jason would like to build a pole shed on his property, but placement of the shed will be dependent upon if the city will vacate 3rd Ave W or not. Questions were raised about the property owned by Warren Arndt that is within city limits to the south of Jason's. Justin has not reviewed this request at this point. Questions raised about utilities if we were to need to install a loop or infrastructure. Ownership of the vacated land was also questioned as to how that works.

- **Council tabled action on the 2022-04 and the request to vacate 3rd Ave W Street until the May meeting until further information can be obtained.**

4. Request for Council Action

- RCA – Compost Site Employee & Hours

- Site will open Tuesday, April 19th for the season. Paul Clarken will be the attendant.

Motion/Second/Pass (Knutson/Senst/unanimous) to approve the Compost Site Hours and Employee.

- RCA – Alley Improvement Request

- Andy Peterson approached the city to have the alley located in the back of his property (the block between Birch & Cherry Street) be improved to a full functioning alley. Andy stated he has talked to the homeowners about improving the alley and they all were in favor. There is a plotted alley there that has never been improved. If improvements were done, the cost would be assessed to each owner's property based on the footage they have to the alley. Justin is in the process of getting pricing so that we can give each owner a price impact. All homeowners would have to agree to the project.

No action taken by the council at this time.

- RCA – Lot at 208 S Ilex Street

- This lot is not considered surplus property at this time.

Motion/Second/Pass (Senst/Knutson/Sik opposed) to declare 208 S Ilex Street surplus property.

- RCA – Council Work Session

- Valerie would like to have a work session with the council to gain some direction. This is an official meeting that would not be recorded, and no decisions could be made.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to hold a work session meeting on Wednesday, April 20, 2022 at 4:30 PM at the City Offices.

- RCA – Ambulance – Reinstate Mindi Hesse to Ambulance service

Motion/Second/Pass (Senst/Knutson /unanimous) to reinstate Mindi Hesse to the Ambulance Service.

- RCA – Ambulance – Remove Kelly Birkemeyer from the Ambulance service.

- Questions were asked to the circumstances.

Motion/Second/Pass (Knutson/Beermann /unanimous) to remove Kelly Birkemeyer to the Ambulance Service.

B. Department Reports

1. Maintenance Department

- Justin submitted his maintenance report. Mother Nature is not helping them out on getting the pool, parks and other general maintenance work completed. Justin received a well rehabilitation quote for the city water well. The well has been gradually losing capacity over the last few years and it is recommended to have some service work done on it. By rehabilitating it we should gain back more water capacity. The estimate is for \$21,637.50.

Motion/Second/Pass (Knutson/Irlbeck /unanimous) to approve having the well rehabilitated at an estimated cost of \$21,637.50.

2. Ambulance Department

- Allison submitted a written report. There is discussion between the ambulance and fire departments regarding helping the ambulance with coverage. All firemen are EMRs would be qualified. The new Zoll monitor has arrived and crew has been trained. There is a bracket that was not included that needs to be ordered. Also, the laptop was taken in to repair a USB port. Cost of repair is more than a new laptop, so a new laptop has been ordered.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to accept the Ambulance report.

3. Administration/EDA Department

- Valerie submitted a written report. The sale of the Lamberton Meats building is complete. Nuisance letters have been sent out. Bollig Engineering has resubmitted our congressional spending requests for the coming year and Valerie has been working with Kris Ambuehl on a potential tenant to the industrial park. Valerie attended the MFOCA Conference in St. Cloud. A meeting was held on seeing what the interest is on trying to develop an ATV trail in the area. Camping registration for Kuhar will be ready May 1st.

Motion/Second/Pass (Senst/Knutson/unanimous) to accept the Administration/EDA report.

4. Police Department

- Written report submitted included activity log report for the department.
- Mike Hubin joined via Zoom. Nuisance letters were sent. Trying to have done by the 150th Celebration.
- Julie Senst commented that the properties need to be cleaned up, so our town looks presentable. It's not just for the 150th Celebration.
- Mike mentioned that area towns are looking at getting the electronic signs that say your speed. He will get Lamberton a quote.
- Chuck Fenger asked why the Police Department never got COLA raise. Chuck stated that the raise he was supposed to get last year was lost when there was a change.

Motion/Second/Pass (Senst/Beermann/unanimous) to accept the Police report.

5. Library

- Kari Redman was present to represent the Library.
- National Library Week went well with great attendance. 73 kids showed up for the Bunny & Books night.
- Alicia submitted a written report that included program update and upcoming programs

Motion/Second/Pass (Irlbeck/Knutson/unanimous) to accept the Library report.

6. Fire Department

- Nick Anderson submitted a breakout of the grant money that has been spent on fire equipment and where we are in the process of submitted information needed.

Motion/Second/Pass (Beermann/Senst/unanimous) to accept the Fire report.

C. Ordinances and Resolutions (if any) (can all be done in one motion)

1. 2022-08 - Resolution Accepting Donations to the City of Lamberton

Motion/Second/Pass (Senst/Irlbeck /unanimous) to accepting resolution 2022-08.

D. Financial Report & Approval of Claims

1. Quarterly Budget Report was submitted to the board.
2. March 2022 Financial Report
3. Approval of claims

Motion/Second/Pass (Senst/Beermann/unanimous) to accept the Financial Report and approval of claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

5. NEXT MEETING DATE

- A. Work Session on Wednesday, April 20, 2022 at 5:30 PM.
- B. May 9, 2022 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Senst/Irlbeck /unanimous) to adjourn the meeting.

Meeting adjourned at 8:25 PM.

Respectfully Submitted,

Valerie Water, Clerk



Approved,

Lydell Sik, Mayor



**LAMBERTON CITY COUNCIL
WORK SESSION • CITY HALL
APRIL 20, 2022 • 4:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- A. Additions/Deletions to Agenda

2. GENERAL BUSINESS

- A. Property Taxes

- Discussion was held on property taxes and ways the city can lessen the burden.

- B. Assessor

- Discussion was held on the variation of property taxes around the community.

- C. Police Department

- Discussion was held on the police department and ideas of what we can do moving forward.

- D. City Office Structure

- Discussion was held about the actual needs of the office and street works side.

- E. Debt Services

- Discussion was held on hiring consultants that can help the City with the debt load and ensuring we are making informed decisions.

- F. Employee Benefits

- Employee benefit questions were discussed.

- G. Ordinances

- Discussion was held on the Minnesota Code book and zoning ordinances.

- H. Annexation of 2 Parcels

- The council was under the impression these parcels were already annexed.

- I. Pool

- Discussion was held on the pool.

- J. Kuhar RV Spots

- Discussion was held on expanding RV sites in Kuhar Park for the 2023 season.

3. NEXT MEETING DATE

- A. Regular Council meeting - May 9, 2022 at 6:30 PM

4. ADJOURNMENT

Meeting adjourned at 7:30PM.

Respectfully Submitted,
Valerie Halter, Clerk

Approved,
Lydell Sik, Mayor



**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
MAY 9, 2022 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM.
- Present: Mayor L. Sik, J. Senst, D. Knutson, T. Beermann
- Absent: D. Irlbeck
- Staff in Attendance: V. Halter (via zoom), M. Hubin (via zoom), N. Anderson, C. Fenger

Motion/Second/Pass (Knutson/Beermann/unanimous 4/0) to approve the agenda as given.

2. CONSENT AGENDA

A. Approval of Minutes

1. April 11, 2022 – EDA Meeting Minutes
2. April 11, 2022 – Regular City Council Meeting
3. April 20, 2022 – City Council Work Session

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to approve the minutes as listed.

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- a. Cat Complaint – Council question about animal control. These cats from the property on 4th Street have been an issue for a while. Officer Fenger mentioned using live traps to catch some strays in the city.
- b. Citizen Complaint – Property on 5th Ave. Chickens and dogs have been out. Complaint on the condition of the yard.
- c. Citizen Concern - Council Reading Departmental reports during meetings

2. Zoning Permits/Variance Requests

- a. RCA – Vacating 3rd Ave W West of Juniper Street
 - If vacated it will deny the city future expansion options.

Motion/Second/Pass (Sik/Senst/unanimous 4/0) to DENY request to vacate 3rd Avenue W – West of Juniper Street.

- b. 2022-04 – Jason Schultz – Build a shed on his property.

Motion/second/ (Knutson, Beermann) to approve building permit for Jason Schultz

Knutson rescinded his motion to approve building permit for Jason Schultz because he is requesting 16 foot sidewalks and the ordinance only allows for 12 foot sidewalks. A Public Meeting on a variance change request will be needed.

Motion/Second/Pass (Knutson/Sik/unanimous 4/0) to table Jason Schultz's building permit request.

- c. 2022-05 – Dan Irlbeck – 106 4th Ave E – Garage Addition – question on setback distance.

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to approve building permit 2022-05 for Dan Irlbeck garage addition.

- d. 2022-06 – Terry & Mary Neperman – 203 3rd Ave E – Fence – Sik brought up that the City has held Public Meetings on variance requests in the past. Neperman's request is to put a fence at 1.5 from property line and not the required 3 feet.

Motion/Second/Pass (Sik/Knutson/unanimous 4/0) to table the Neperman Building and Variance Request until a public meeting is held.

3. Request for Council Action

a. RCA – Pool Employees & Wages

Discussion was held on wage rates from 2021 to 2022. From past practice part-time people are supposed to put in the equivalent of a full-time person in hours before they are moved up a step. Discussion was held.

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to do the 4% COLA on the wages for all pool employees with no step increases.

Motion/Second/Pass (Sik/Beermann/unanimous 4/0) to approve the list of employees for the pool as presented.

- b. RCA – Assessor - Currently the City uses Scott Hammerschmidt for assessing services. Scott is waiting for license approval. The county can provide assessing services. By State Law, when a new assessor is assigned, the entire town needs to be reassessed during that first year. Discussion was held.

Motion/Second/Pass (Knutson/Beermann/unanimous 4/0) to change assessors as advised.

- c. RCA – Revenue Recapture – Revenue Recapture program is through the Department of Revenue. It essentially puts a lien on the person's social security number – so it follows the person. Currently we assess what we can to property taxes, but that stays with the property. The State then intercept refunds to pay the debt. The fees for the service are paid for by the person who owes the debt.

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to use Revenue Recapture for qualified debt collections.

- d. RCA – Accept Resignation of Ambulance Director and Appoint Interim Director
Allison Rue resigned as the Ambulance Director and from the Ambulance service on April 21, 2022. At that time, under the Direction of Mayor Sik and Clerk Valerie Halter, Timm Birkemeyer was assigned as interim Ambulance Director until a new Director is determined. Sik, Senst and Halter have had meetings with individuals and the group regarding the issues at hand and changes that need to be implemented. We will post the job for the Director Position so that those interested in doing the job will need to apply for it. Sik and Senst will meet with the group tomorrow and give them tentative job descriptions for the Ambulance Director and the Assistant Ambulance Director for them to review. The goal is to assign a new Director by July 1, 2022.

Motion/Second/Pass (Knutson/Senst/unanimous 4/0) to accept Allison Rues resignation and appoint Tim Birkemeyer as the interim Ambulance Director. Knutson also thanked Rue for her years of service and dedication to the Lamberton Ambulance.

Sik encouraged anyone able to sign up for the classes and for the ambulance service, because they need help.

B. Department Reports

- 1. Maintenance Department – No report was submitted, and Justin was not present.
- 2. Ambulance Department – No report was submitted.
- 3. Administration/EDA Department – If anyone has names of people, they would like to have a UCAP application sent to, please let Valerie know. She has sent out 7 letters. Summary of report submitted to the council: working on Southside Addition convivences, met with a potential waste to energy developer, attended a DEED conference, misc. meetings, board work session, pool employee packs.

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to accept the Administration/EDA report as given.

- 4. Police Department – A report was submitted. Mike Hubin questioned what coverage will be needed for the 150th Celebration. Mike is getting quotes for a speed sign for Westbrook and wants to know if Lamberton would like a sign. Estimated cost is \$3,000. The city guys can install it. Touched on nuisance properties. Clean up day May 14th from 8-11 drop off at the pool. Officer Fenger asked about the 4% COLA increase that they did not receive.

Motion/Second/Pass (Knutson/Senst/unanimous 4/0) to purchase a speed sign.

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to approve the Police report as given.

- 5. Library – Report submitted to the council. The Library has many successful events. Upcoming events include more movie nights and the summer reading program.

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to approve the Library report as given.

- 6. Fire Department – No report submitted. Tom Neperman was not present.

C. Ordinances and Resolutions (if any) (can all be done in one motion)

- 1. 2022-09 Resolution Declaring Certain Property Surplus and Authorizing Sale – Parcel ID: 83-565-0200, 208 Ilex Street S, Lot 15, Block 3 M L McGee's Addition.
- 2. 2022-10 Resolution Declaring Certain Property Surplus and Authorizing Sale – Allis Chalmers Tractor with 60-inch mowing deck – to be sold by bids and 1994 Ford Fire Truck VIN#1FDKE30M3RH875240 to be sold by fire department member.

3. 2022-11 Resolution Terminating Assessor, Scott Hammerschmidt and contracting with Redwood County Assessor for assessing services effective immediately.
4. 2022-12 Resolution Accepting Donations to the City of Lamberton
Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to accept resolutions 2022-09, 2022-10, 2022-11, 2022-12 as presented.

D. Financial Report & Approval of Claims

1. April 2022 Financial Report
2. Approval of claims.

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to approve the April 2022 Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Bid on 3rd & Fir Lot Rescinded
2. Update on UCAP SCDG – Commercial – all loan “spots” are spoken for. There are a few residential spots left. Halter encouraged the council to attend a variety of events happening around town.

5. NEXT MEETING DATE

- A. June 13, 2022 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Beermann/Knutson/unanimous 4/0) to adjourn the meeting at 7:31 PM

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
Minutes of the Public Hearing
Jason Schultz Variance Request
June 2, 2022 • 6:00 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:00 PM
- Present: D. Irlbeck, J. Senst, D. Knutson, T. Beermann, V. Halter, J. Valentin

A. Additions/Deletions to Agenda

- No additions or deletions.

2. GENERAL BUSINESS

A. Jason Schultz Variance Request

1. 208 Juniper Street
2. Build a storage shed with side walls of 16 feet
3. Ordinance is 12 feet side walls

B. Public Comment

- No comments were made.

3. ADJOURNMENT

- Meeting Adjourned at 6:05PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
Public Hearing Minutes
Terry & Mary Neperman Variance Request
June 2, 2022 • 6:15 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:15 PM
- Present: D. Irlbeck, J. Senst, D. Knutson, T. Beermann, V. Halter, J. Valentin, T. Neperman, M. Neperman, J. Schultz

A. Additions/Deletions to Agenda

- No additions or deletions.

2. GENERAL BUSINESS

A. Terry & Mary Neperman Variance Request

1. 203 Third Ave W
2. Position fence 1 ½ feet from lot line
3. Ordinance is 3 feet

B. Public Comment

- Terry & Mary Neperman explained their project.
- No comments were made.

3. ADJOURNMENT

- Meeting Adjourned at 6:25PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
Special Meeting Minutes
June 2, 2022 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM
- Present: L. Sik, D. Irlbeck, J. Senst, D. Knutson, T. Beermann, V. Halter, J. Valentin, T. Neperman, M. Neperman. J. Schultz

A. Additions/Deletions to Agenda

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve the agenda as given.

2. GENERAL BUSINESS

A. Building/Zoning/Variance Requests

1. 2022-04 - Jason Schultz

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to approve permit #2022-04 of Jason Schultz.

2. 2022-06 - Terry & Mary Neperman

Motion/Second/Pass (Irlbeck/Knutson/unanimous 5/0) to approve permit #2022-06 of Terry & Mary Neperman.

3. ADJOURNMENT

Motion/Second/Pass (Beermann/Irlbeck/unanimous 5/0) to adjourn the meeting at 6:31 PM

Respectfully Submitted,



Valerie Halter

Clerk



Lydel Sik

Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
JUNE 13, 2022 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM June 13, 2022.
- Present: Mayor L. Sik, J. Senst, D. Knutson, T. Beermann
- Staff in Attendance: V. Halter, M. Hubin, N. Anderson, C. Fenger, J. Thram

A. Additions/Deletions to Agenda

1. Addition RCA –Ambulance Resignation and Appoint Interim Ambulance Director

Motion/Second/Pass (Irlbeck/Senst/unanimous 5/0) to approve the agenda as amended.

2. CONSENT AGENDA

A. Approval of Minutes (can all be done in one motion)

1. May 9, 2022 – EDA Meeting Minutes
2. May 9, 2022 – Regular City Council Meeting
3. June 2, 2022 – Public Meeting – Variance Request Jason Schultz
4. June 2, 2022 – Public Meeting – Variance Request – Terry & Mary Neperman
5. June 2, 2022 – Special Council Meeting – Variance Requests

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to approve the minutes as listed.

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- a. Chris & Megan Imker we unable to attend. Halter and Fenger explained an incident and continued problems they are having at their property and with the short-term residents of the Valley View Apartments. Discussion was held as to what has been happening at the apartments and steps the City can take to hopefully help solve the problems. Halter presented an example of an ordinance for short term rentals. Fenger has been in contact with Public Health regarding licensing and requirements of the apartments. Council gave Halter direction to develop an ordinance to present at the next meeting.
- b. Trespassing complaint reviewed.
- c. Dog complaint reviewed.

2. Zoning Permits/Variance Requests –

- a. 2022-07 - Nate & Sally Erickson 703 S Birch Street – Garage Addition
- b. 2022-08 - Nate & Sally Erickson 703 S Birch Street – Cement Pad for shed to be moved onto lot

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve Building Permits 2022-07 & 2022-08 for Nate & Sally Erickson.

3. Request for Council Action

- a. RCA – Nuisance properties were discussed. The council needs to approve the list and then the Clerk needs to notify the property owners again that they are not compliance. There have been improvements on a few of the properties that remain on the list. Council discussed properties remaining on list. Council encouraged working with the property owners to have plans on what will be done and dates to do so.

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to give 10-day notice to the property owners that remain on the nuisance list.

- Discussion held on the properties that have houses that need to be torn down. Address of the properties are 204 Juniper St., 606 Douglas Ave. S., 205 Fourth Ave. E. Reasons for needing them torn down are the condition of the structures; the structures house racoons, bats, and cats; complaints on each property. The council requested Halter bring the exact process to the next council meeting for further action. These properties will receive a second letter giving them notice like the other properties left on the nuisance list.
- b. RCA – Advertise for Police Chief
 - From discussion at the Council Work Session – it was determined the council needs to decide on a direction of the Police Dept. The thought is to advertise and see if we get any applications for a full-time Chief of Police.

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to advertise for a Full-Time Police Chief.

- c. RCA – Advertise for Director and Assistant Director for the Lamberton Volunteer Ambulance
 - Discussion was held on the hiring process. The committee will review the applications.

Motion/Second/Pass (Beermann/Senst/unanimous 5/0) to advertise for an Ambulance Director and Assistant Ambulance Director.

- d. RCA – Accept Resignation of Ambulance member
- e. RCA – Accept Resignation of Ambulance Director and Assign an Interim Director

Motion/Second/Pass (Knutson/Senst/unanimous 5/0) to accept the resignation of John Mariner as Ambulance Driver and Tim Berkemeyer as Interim Ambulance Director and thank them for their service.

Motion/Second/Pass (Knutson/Irlbeck/unanimous 5/0) to appoint Nick Anderson as the Interim Ambulance Director.

- f. RCA – Scott Hammerschmidt Final Bill
 - Halter is questioning the final bill presented by Scott Hammerschmidt. Halter explained the wording on his billing is vague as to what dates he is billing for. Halter and Hammerschmidt had discussion about the bill and the wording. Matt Novak advised Halter to have the council decide if the final bill should be paid. Council discussed and determined that they would like Scott Hammerschmidt to come to the July Council Meeting and have him bring records and explain his bill.

Motion/Second/Pass (Beermann/Senst/Irlbeck/unanimous 5/0) to table paying the bill to Scott Hammerschmidt until it is discussed with him

- g. RCA – Community Center Blinds
 - Discussion was held. Expense is a concern. Halter gave an estimate of \$1,600 to have all blinds replaced.

Motion/Second/Pass (Sik/Beermann/Senst Against 4/1) to replace the Community Center Blinds with the understanding less expensive option will be found and not to exceed \$1,600.

B. Department Reports

1. Library – The Library report was presented in the board packet. Information included: 25 people attended the Scam Event, the children's summer reading program is "Read Beyond the Beaten Path", the adult reading program will be a 50-state challenge, 3 movie nights were held.

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve the Library report as given.

2. Ambulance Department – No report given.
3. Fire Department – No report given.
4. Police Department –
 - Dogs at 310 4th Ave W. – Fenger explained the issues of the complaints of the dogs at this residence. Fenger asked for direction on giving citations for dog complaints. The council discussed the fact that every month we have multiple complaints on dogs. The council discussed and directed Fenger to give citations after a couple warnings. Finding an animal control service was discussed. Council encouraged people to not feed the stray cats in town. Police coverage for the 150th weekend is set.

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve the Police report as given.

5. Maintenance Department

- Thram was present. Justin explained having a problem with Well #1 – there is a hole in the casing. Well #1 is needed to be used when they rehab Well #2 (the main well). While they are fixing the casing, they will upgrade the pump, which will give us capacity to run Well #1 if needed. Cost for repair and upgrade around \$12-15,000.
- Justin talked about the storm water for the new school. Bolton & Menk sent Justin a map of the proposed storm sewer line from the new school south to our main line. This will eliminate any problems or potential problem draining water off the school property. Bolton & Menk reached out to Imkers to get the easement needed to cross their land.
- Sik asked about the Ash Borer project. Justin explained we are idle until the fall because requirements of when you can cut.
- Campers at Kuhar has asked for Dump Sewer Service for the seasonal campers. Halter did get a quote of \$25 a time per camper for the service. Halter touched base with the seasonal campers, and they were not interested paying for the service. Tote service was discussed.

- Sik question Thram about the sidewalk in front of the storage units. A policy should be created and followed.
- Spray ordered for bug control.

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to accept Maintenance report as given.

6. Administration/EDA Department

- Halter gave a run-down of activity: Southside Covenants have had final revision and will be sent to the lawyer for his approval before coming to the council; worked on getting an electrical quote for the Waste to Energy; Assessing services with the County have been set up – post cards will be sent out when they are going to assess to let property owners know, also working on some educationally opportunities for the public as well; attended a weeks long Clerks Institute; met with a potential day care provider; met with Robin Weis of the Southwest Regional Development Corp.; attended a Regional DEED meeting; and working on election judges.

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to accept the Administration/EDA report as given.

C. Proclamations

- Juneteenth
- Lamberton 150th Celebration – to be read Thursday, June 23, 2022 at the Legion.

D. Ordinances and Resolutions (if any) (can all be done in one motion)

1. 2022-13 Resolution Accepting Donations to the City of Lamberton

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to accept resolutions 2022-13 as presented.

E. Financial Report & Approval of Claims

1. May 2022 Financial Report
2. Approval of claims

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to approve the May 2022 Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. UCAP Tracking Residential & Business – Commercial spots all taken 17 of the 20 residential spots are taken.
2. Kuhar Revenue report given to the council.
3. Town Hall Meeting 6-16-2022 1:30 Community Center – Senator Gary Dahms and Representative Paul Torkelson – Halter encouraged the council members to come. Halter plans to talk about the Ambulance Service.
4. Friends of the Casey Jones State Trail Association 6-16-2022 at 5:30PM at Plum Creek Campground – City Council Invited.

Council Member Senst questioned the Ash Street project regarding the boulevards and the final walk through and if we paid the final bill for the project. Justin is waiting for the final walk through and getting this taken care of.

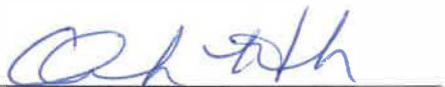
5. NEXT MEETING DATE

- A. July 11, 2022 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Beermann/Irlbeck/unanimous 5/0) to adjourn the meeting at 8:15 PM

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
JULY 11, 2022 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM July 11, 2022.
- Present: Mayor L. Sik, J. Senst, D. Knutson, T. Beermann, D. Irlbeck
- Staff in Attendance: V. Halter, N. Anderson, C. Fenger, A. Vogel

A. Additions/Deletions to Agenda

1. 2b - Beverly Babcock to Nuisance Properties
2. 5f - Megan Imker & Tonya Knorr

Motion/Second/Pass (Irlbeck/Senst/unanimous 5/0) to approve the agenda as amended.

2. CONSENT AGENDA

A. Approval of Minutes (can all be done in one motion)

1. June 13, 2022 EDA Minutes
2. June 13, 2022 Regular Council Meeting Minutes

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to approve the minutes as listed.

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. Community Center Grant – SammyJo Miller

SammyJo Miller was present to discuss the murals she is asking permission to paint in the community center. The murals will be located between the mirrors on the pool room wall. The murals will be of historic scenes from Lamberton. A Legacy Grant has been secured to cover the expense.

RCA – Request Permission for Murals in Community Center

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve the murals to be painted in the Community Center.

2. Citizen Complaints & Concerns

- Bryce Pack was present to discuss his frustrations with his lawn after the Ash St. street project. He received a quote from Greenwood Nursery for \$3,900 to have his lawn repaired. Pack expressed concern about who is responsible to pay for it. The council explained we must wait for the final walk through from the company because that company is supposed to fix any issues that have been identified. The walk through should be happening before the end of July. Bryce requested to be kept in the loop as to when the walk through will happen.
- Nuisance Properties
 - Deadline 7-12-2022 for second letter stating nuisances had to be abated or the city will go ahead and abate the nuisance. The cost will then be assessed to the property taxes.
 - Beverly Babcock was present to talk about her properties. 107 5th Ave. W. has been abated. The trailer still needs the tabs. Beverly stated that Betsy has gotten the tabs. She stated her brother Larry Hubert is getting tabs for the black trailer. 205 4th Ave. E. Beverly stated Larry has made arrangements for the house to be torn down. Beverly did not have a timeline for the house to be removed. She stated the vehicles located on the property belong in the garage, but they need to clean the garage out first. Mayor Sik requested the name of who will be taking the house down so the city can get confirmation. Beverly stated she will get the information to the city.
 - Halter explained the process to have properties taken down that are not owned by the city. Novak explained there are three options. 1. The property owner sells to the city. 2. Deem the house a hazard and follow the legal process. 3. Claim Eminent Domain and follow that legal process. Halter /Sik both asked for information on who is taking the houses down and when – confirmation is needed.
 - Officer Fenger stated they have trapped many raccoons and cats from the two Hubert properties.
 - Corey Johnson was present to discuss his property on Ash St. – he is working on cleaning up the property. Johnson expressed his frustration with the pictures being taken on his property. Johnson also expressed concern about the train blocking the entrances into Lamberton.
 - Halter asked for direction on the properties that need the houses removed.

3. Scott Hammerschmidt was present to discuss his bill dated December 7, 2021 for \$3,469.50. Hammerschmidt explained his process to billing. The City is billed 2 times a year. The work he does and bills for is for the values for the upcoming year. This will be the final bill.

Motion/Second/Pass (Sens/Knutson/unanimous 5/0) to pay Scott Hammerschmidt \$3496.50 for his assessing service.

4. Zoning Permits/Variance Requests – None

- 2022-08 – Kevin & Jane Zimmerman Deck replacement and addition to it.

Motion/Second/Pass (Beermann/Sens/unanimous 5/0) to approve zoning permit 2022-08 for Kevin & Jane Zimmermann deck replacement and addition.

- 2022-09 – Bryce Pack Garage Addition

Motion/Second/Pass (Irlbeck/Sens/unanimous 5/0) to approve zoning permit 2022-09 for Bryce Pack garage addition.

5. Request for Council Action

- RCA – Change the way we pay out HSA Payments

- Currently payments are made January for the months of January-June and in July for July to December. If someone leaves – that person has been paid the benefit that they have not earned. Halter is requesting payment dates be changed to June for January-June and December for July to December.

Motion/Second/Pass (Sens/Irlbeck/unanimous 5/0) to approve changing HSA payment dates.

- RCA – Appoint Ambulance Director and Assistant Ambulance Director

Motion/Second/Pass (Sens/Knutson/unanimous 5/0) to appoint Nick Anderson as Ambulance Director.

- Assistant Director still needs to be filled. Current members will be asked if anyone is interested.

- RCA – Veterans Park Fence

- Lamberton American Legion – the fence is needing repair. They are interested in removing the fence and planting trees. The City maintains the area behind the fence.

Motion/Second/Pass (Sik/Sens/unanimous 5/0) to not remove the fence but can replace the fence.

- RCA – Pool Employees & Wages

Motion/Second/Pass (Sens/Irlbeck/unanimous 5/0) to approve to hire the employees listed at the rate listed.

- RCA – ABDO – Contract for Long-Term Planning

- ABDO can help us long term plan for levies, capital improvements, bonding. The plan would be to 2026.

Motion/Second/Pass (Sens/Knutson/unanimous 5/0) to hire ABDO for long term planning.

- RCA – Short Term Rental Ordinance

- A letter from Valley View Apartments was received by City Hall.
- The City of Lamberton has developed an ordinance that would require them to apply for a permit from the City. The ordinance would have the requirements of the City and if they are not followed, the City then could revoke their license. It is a starting point.
- Residents of the apartments were present along with community members. Residents expressed their concern about the activity at the apartments and lack of response from management.
- The apartment is not licensed as it should be by the state for short term rentals.

Motion/Second/Pass (Sens/Irlbeck/unanimous 5/0) to adopt the Short-Term Rental Ordinance #161.

- The council expressed they like the having the business in town, but it must be done correctly.

- RCA – Work Session Dates

- The council has expressed interest in touring all City facilities in the past. There would be two work sessions one to do the tours and one for an actual work session to work on budgeting and other items.

Motion/Second/Pass (Irlbeck/Sens/unanimous 5/0) to have a council work session at 5:00 PM on July 19, 2022 and at 6:15 PM on July 27, 2022.

- RCA – Railing at Library

- Discussion held on the step and the safety hazard. Also, to have a sign for the handicap entrance on the south side of building.

Motion/Second/Pass (Knutson/Sens/unanimous 5/0) to replace the step larger and install a railing at a cost no greater than \$1,500 to be completed as soon as possible.

B. Department Reports

1. Library

- Council complemented the Library and staff on the activities in the park for the 150th Celebration.

Motion/Second/Pass (Sens/Knutson/unanimous 5/0) to accept the Library report as submitted.

2. Ambulance Department

- Anderson updated the council on activities. Working on the Ambulance inspection coming up. Council questioned daytime coverage.

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to accept the Ambulance report as given.

3. Fire Department

- No report submitted.
- Halter stated the surplus rig was sold. We are just waiting on the duplicate title.

4. Police Department

- Report submitted.
- Live traps have been set about town – main goal is to catch the stray cats and racoons. Discussion held.

Motion/Second/Pass (Knutson/Irlbeck/unanimous 5/0) to pay \$20 for each animal trapped and removed from the city.

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to accept the Police report.

5. Maintenance Department

- No report submitted.

6. Administration/EDA Department

- Halter updated the council on her activity over the last month. Sik updated the council on the EDA giving an incentive of \$25,000 for anybody who moves the house to a lot in Lamberton and finishes it.

Motion/Second/Pass (Beermann/Knutson/unanimous 5/0) to accept the Administration/EDA report as given.

C. Ordinances and Resolutions (if any) (can all be done in one motion)

1. 2022-14 Resolution Accepting Donations to the City of Lamberton

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to accept resolutions 2022-14 as presented.

D. Financial Report & Approval of Claims

1. June 2022 Financial Report
2. Approval of claims .
3. 2nd Quarter Budget Reports

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve the June 2022 Financial Report, Approval of Claims, and 2nd Quarter Budget reports.

4. **MAYOR & COUNCIL REPORTS & COMMUNICATIONS**

A. Information for Council

1. Tom Froehlich House Plans submitted as required by the purchase agreement of the lot.
2. UCAP – Summaries – There are still 3 slots open for the residential side.

An additional community member present regarding Valley View Apartments. Apartment residents have been trespassing on their property. She also thanked the Lamberton Police for the additional patrol and help from the City. Resident asked for the city to place a Dead-End sign at the end of 10th Ave. E.

3. Interim Arbitrage Report – GO Bond 2019A

- During this process it was learned there is part of the bond that has not been spent. If the money generates revenue above a percentage – the city will be penalized. The bond was worded to be used on any street projects in Lamberton.

5. **NEXT MEETING DATE**

- A. Work Session 1 – July 19, 2022 at 5:00 PM
- B. Work Session 2 – July 27, 2022 at 6:15 PM
- C. August 8, 2022 at 6:30 PM

6. **ADJOURNMENT**

Motion/Second/Pass (Irlbeck/Senst/unanimous 5/0) to adjourn the meeting at 8:11 PM

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
MINUTES FOR WORK SESSION
JULY 19, 2022 • 5:00 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

A. Additions/Deletions to Agenda

- Present: Mayor L. Sik, J. Senst, D. Knutson, T. Beermann, D. Irlbeck
- Staff in Attendance: V. Halter, J. Thram

Motion/Second/Pass (Knutson/Beermann/unanimous 5/0) to approve the agenda.

2. GENERAL BUSINESS

A. Tour Fire – Discussion was held.

B. Tour Ambulance – Discussion was held.

C. Tour Police – Discussion was held.

D. Tour Library/Community Center – Discussion was held.

E. Tour Pool – discussion was held.

F. Tour Street Dept

- South Side Second Addition – Discussion was held.
- Waste Treatment Ponds – Discussion was held.
- Water Facilities – Discussion was held.
- Bad Roads – discussion was held.
- Shop – Discussion was held.

3. NEXT MEETING DATE

A. Work Session – July 27, 2022 at 6:15 PM

4. ADJOURNMENT

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to adjourn the meeting.

Meeting Adjourned at 8:30 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
WORK SESSION MINUTES
JULY 27, 2022 • 6:15 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:15 PM June 27, 2022.
- Present: Mayor L. Sik, J. Senst, D. Knutson, D. Irlbeck
- Staff in Attendance: V. Halter, J. Thram
- Others in Attendance: Matt Novak & Colby Davis

A. Additions/Deletions to Agenda

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to approve the agenda as given

2. GENERAL BUSINESS

A. Colby Davis was present to discuss the Assistant Ambulance Director position.

B. Dollar General & Grocery Store

- Discussion was held on current the current Zoning Code. Current zoning code is 40 years old and there are portions of the code that the council may want to update. Matt Novak was present to discuss the current Zoning Code and the processes needed to update or review them. The City may want to also review and update their long term development plan for the City.

C. Valley View Apartments

- Discussion was held on the apartments. Currently it is zoned as Multi-Family Residential. Short Term rentals are not allowed under this zoning classification.

D. New School

- Discussion was held about the storm sewer the school will be installing. It will require an easement. The easement information will be given to the city by the engineers. The city will send it to Matt Novak to draw up the easement.
- Discussion was held on the intersection of Birch & 6th. There is discussions being held with the county and the school engineers as to the best options for traffic flow in that area.

E. Nuisance Properties

- Update given on the three properties that need the house structures removed from because of blight. Two of the houses will be removed. Halter did confirm with the contractor. Halter tried contacting the third property owner again to see if the city can avoid the legal process to force demolition but has not gotten a response.

F. Bond 2019A unused Funds

- Halter updated the council that there are no bills left to be paid on the street projects this bond was issued for. Halter is waiting to discuss with ABDO financial consultant to make sure the exact amount and that it is not earmarked for something else.

G. City Office

- Discussion was held.

H. Employee Reviews and Raises

- Discussion was held about the Employee Review process and when raises can be expected.

I. Police Department

- Discussion was held on the Police Department and having a full-time police chief.

J. 2023 Budget

- Discussion was held on the upcoming budget process and expectations.

3. NEXT MEETING DATE

A. Regular Council meeting – August 8, 2022 at 6:30 PM

4. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Senst/unanimous 4/0) to adjourn the meeting at 9:05 PM

Respectfully Submitted,


Valerie Halter, City Clerk


Lydell Sik, Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
AUGUST 8, 2022 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM August 8, 2022.
- Present: Mayor L. Sik, J. Senst, D. Knutson, T. Beermann, D. Irlbeck
- Staff in Attendance: V. Halter, J. Thram, N. Anderson

A. Additions/Deletions to Agenda

1. RCA – Naming Assistant Ambulance Director
2. RCA – Waive Community Center Fee for Rummage Sale – Ron Kelsey
3. RCA – Appoint Planning Commission
4. RCA – 3 Member Board of Adjustment
5. MarcheLe Walz – Citizen Complaints

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to approve the agenda as amended.

2. CONSENT AGENDA

A. Approval of Minutes (can all be done in one motion)

1. July 11, 2022 EDA Minutes
2. July 11, 2022 Regular Council Meeting Minutes
3. July 19, 2022 Work Session Minutes
4. July 27, 2022 Work Session Minutes

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve the minutes as listed.

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- MarcheLe Walz was present to talk about the neighbor cats. Letters were given to give to police to have on record.
- Paul Lagrue – Shop – Did not appear. Paul has been in contact with the office and the Police 8-8-2022.

2. Zoning Permits/Variance Requests – None

- 2022-10 – Clayton Senst – Cement Pad

Motion/Second/Pass (Irlbeck/Beermann/Senst Abstained 4/0) to approve 2022-10 Clayton Senst Building Permit.

- 2022-11 – Lee & Elizabeth Schaffran – Cement Pad for Dog Kennel
- 2022-12 – Lee & Elizabeth Schaffran – Privacy Fence

Motion/Second/Pass (Beermann/Irlbeck/Senst Abstained 4/0) to approve 2022-11&12 Lee & Elizabeth Schaffran Building Permits.

3. Request for Council Action

- RCA – Sale of City owned property to ISD #2884
- RCA – Short-Term Rental Housing License Application
 - This is requirement of the ordinance that was past. It's the application the person must fill out to request a permit.

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to approve the Short-Term Rental Housing Application.

- RCA – Southside Second Addition Covenants
 - Halter explained the changes requested by the lawyer. All current residents are ok with the changes. EDA was in favor of the changes and current residents will also have to sign off on the changes.
- RCA – Police Chief Position
 - The City has received 3 applications for a Full Time Police Chief position. Halter was directed to set up interviews with all three applicants.

Motion/Second/Pass (Irlbeck/Senst/unanimous 5/0) to approve interview all three applicants for the Police Chief position.

- RCA – Naming Assistant Ambulance Director
 - There are two applicants with one withdrawing their application.

Motion/Second/Pass (Irlbeck/Beermann/unanimous 5/0) to appoint Debbie Vollmer as assistant director of the Lamberton Volunteer Ambulance Service.

- RCA – Waive Fee for Community Center – Rummage Sale – Ron Kelsey
 - Ron Kelsey is asking if the City will waive the rental fee for the Community Center for their rummage sale. All proceeds of the sale will go to the Lions Club, who in turn donates the money to the community.

Motion/Second/Pass (Knutson/Sik/Against-Senst 4/1) to waive the Community Center rental fee for the Rummage Sale.

- RCA – Appoint Planning Commission & 3 Member Board of Adjustment
 - The Zoning Ordinances state that the City needs to have a Planning Commission. Matt Novak has suggested we appoint the EDA as the Planning Commission. The council would like to learn more about what the responsibilities are of the two groups.
 - No action taken.

B. Department Reports

1. Library

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to accept the Library report as submitted.

2. Ambulance Department

- Anderson updated the council on activity. Council asked for an update on the Fire Department helping the Ambulance on calls.

Motion/Second/Pass (Beermann/Irlbeck/unanimous 5/0) to accept the Ambulance report as given.

3. Fire Department – No report.

4. Police Department

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to accept the Police report as submitted.

5. Maintenance Department

- Thram is still working on the estimate on asphalt the council requested. The person that is fixing the structures out in the new addition will be here next week. The high service pumps have been installed. Will be installing a regulator on one pump that will regulate the electric current to the pump. Will budget the second pump for next year. There are two streetlights out on Main Street. They are working on getting them fixed. The Library step is waiting for the contractor to do.

Motion/Second/Pass (Irlbeck/Knutson/unanimous 5/0) to accept the Maintenance report as given.

6. Administration/EDA Department

- Halter updated the council on her activity. She has been working on the Primary Election, nuisance properties – 2 properties will be coming down in the next month, SRDC annual meeting, and Day Care. Halter and Thram will be attending a Waste Energy Plant tour in Mankato on August 24th. Any council member is welcome to come along.

Motion/Second/Pass (Knutson/Senst/unanimous 5/0) to accept the Administration/EDA report as given.

C. Ordinances and Resolutions (if any) (can all be done in one motion)

1. 2022-14 – Resolution Appointing Election Judges
2. 2022-15 – Resolution Sale of Properties to ISD #2884 – Red Rock Central schools
3. 2022-16 – Resolution Adopting Southside Second Addition Covenants
4. 2022-17 - Resolution Accepting Donations to the City of Lamberton

Motion/Second/Pass (Irlbeck/Beermann/unanimous 5/0) to accept Resolutions 2022-14, 2022-15, 2022-16, 2022-17.

D. Financial Report & Approval of Claims

1. June 2022 Financial Report
2. Approval of Claims .

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to accept the Financial Report & Statement of Claims .

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. UCAP – Summary

- There are 17 houses that are being worked on for the Small Cities Grant. There are 3 spots left to be filled. The projects need to be completed by September 2023. If people are interested in the program, they should contact the City for an application or the contact information.

2. Congressional Spending requests did not make it to the next round.

5. NEXT MEETING DATE

A. September 12, 2022 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass Beermann/Senst/unanimous 5/0) to adjourn the meeting at 7:15 PM

Respectfully Submitted,



Valerie Halter
Clerk



Lyell Sik
Mayor

LAMBERTON CITY COUNCIL
SPECIAL MEETING MINUTES
AUGUST 18, 2022 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM August 18, 2022.
- Present: Mayor L. Sik, J. Senst, D. Knutson, T. Beermann, D. Irlbeck
- Staff in Attendance: V. Halter

2. IINTERVIEW CANDIDATE A – Scott Lachowitzer

3. INTERVIEW CANDIDATE B – Ross Wiggin

4. INTERVIEW CANDIDATE C – Colby Davis

5. INTERVIEWS REVIEW

- Discussion was held on the candidates and the interviews.

Motion/Second/Pass (Senst/Irlbeck/Pass 5-0) to offer Ross Wiggin the Full-Time Police Chief position at a rate between start and step 3 on the pay scale. The offer is contingent on the background and psychological evaluation.

6. NEXT MEETING DATE

- September 12, 2022 at 6:30 PM


7. ADJOURNMENT

Motion/Second/Pass Beermann/Senst/unanimous 5/0) to adjourn the meeting at 8:45 PM

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
SPECIAL MEETING MINUTES
AUGUST 25, 2022 • 5:00 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 5:00PM.
- Present: Mayor L. Sik, J. Senst, D. Knutson, T. Beermann, D. Irlbeck
- Staff in Attendance: V. Halter, C. Fenger
- A. Additions/Deletions to Agenda

Motion/Second/Pass (Knutson/Senst/unanimous 5/0) to approve the agenda as given.

2. GENERAL BUSINESS

- A. Police Chief – Full-Time Compensation Package
 - Discussion Held.
- B. Offer extended to Ross Wiggin
 - Discussion Held

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to rescind the full-time Police Chief position offer to Ross Wiggins.

Motion/Second/Failed (Senst/Knutson/Against Irlbeck, Sik, Beermann 2/3) to hire Colby Davis for 25 hours a week as Police Chief.

- C. Other Police Coverage Options
 - Discussion held

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to change the POST listing to read Part-Time or Full-Time Police Chief.

- D. Squad Car – New / Repair
 - Discussion held. Current squad has an oil leak and some other issues.
 - Halter will continue a grant application and quotes on repair costs.

3. NEXT MEETING DATE

- A. Regular Council meeting – September 12, 2022 at 6:30 PM

4. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Knutson/unanimous 5/0) to adjourn the meeting at 5:50 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
SEPTEMBER 12, 2022 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM September 12, 2022.
- Present: Mayor L. Sik, J. Senst, D. Knutson, D. Irlbeck
- Staff in Attendance: V. Halter, J. Thram, N. Anderson, A. Vogel, C. Fenger
- Others in Attendance: Jim Salfer, Jonathan Steen, Ryan Wondercheck, Wendy Wondercheck

A. Additions/Deletions to Agenda

1. Jim Salfer, Redwood County Commissioner
2. 2022-15 – Michael Eichten 716 S Elm St – Car Port Building Permit
3. RCA – Annexation of Certain Properties
4. REMOVE – 2022-20 - Resolution to Annex Certain Properties

Motion/Second/Pass (Senst/Irlbeck/unanimous 4/0) to approve the agenda as amended.

2. CONSENT AGENDA

A. Approval of Minutes (can all be done in one motion)

1. August 8, 2022 EDA Minutes
2. August 8, 2022 Regular Council Meeting Minutes
3. August 18, 2022 Special Council Meeting Minutes
4. August 25, 2022 Special Council Meeting Minutes

Motion/Second/Pass (Knutson/Senst/unanimous 4/0) to approve the minutes as listed.

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. Citizen Complaints & Concerns

a. Parking along First Ave.

- Ryan & Wendy Wondercheck and Jonathan Steen were present to discuss parking along First Ave. W. Wondercheck addressed the council regarding the dumping of trailers for extended period of times along First Ave. and trucks parking close to corners. J. Steen questioned how complaints are handled. Steen question why he was told to park along First Ave. instead of by his shop area and is now being told to not park there. Both parties are looking to find a solution that is fair to all. C. Fenger explained initially the encouragement to park on First Ave. was for people who live in town and need overnight parking, but it has become more like a storage lot. EDA Industrial Park suggested. L. Sik suggested trucks and trailers to park in the pool parking lot until we can work towards a better solution. Halter explained the plan is to review certain Ordinances and the process to change or update ordinances. Halter was directed to contact the trucking businesses that have been parking and dumping trucks and trailers to park at the swimming pool parking lot for now.

b. Property Complaint – Overgrowth – Halter advised to send a letter stating it is a nuisance and give them a deadline.

c. Complaint Against Resident and Dogs – C. Fenger talked to the resident and explained to her that if the puppies are over 3 months they need to be registered and would count against the limit of animals she is allowed. The City Attorney was contacted, and the resident is no longer under any restrictions from previous incident.

d. Junk on Blvd Complaint – Junk is gone now.

2. Jim Salfer, Redwood County Commissioner was present to give updates from across the county.

- The Veteran's Cemetery should be ready to be used by next year.
- Demolition of the old courthouse is almost complete.
- County Taxes will not increase with the building of the new courthouse.
- Land values have gone up 17% for the county. Housing values increases are 15-25% across the county.
- He addressed the county budget and levy.

- Council asked if anything is ever going to be done with the lake that happens when it rains at the intersection of 9th & Ilex. Thram has contacted the county and has not gotten any response over the years. Thram explained it is a catch basin that drops under the road then goes out to an intake in the south ditch. It fills with sand and then no longer drains creating lake when it rains. It needs to be cleaned out.
 - Thram asked Salfer to look at the new school being built, the County suggestions of closing a street, and driveway placements. Salfer said he will look into it.
 - Salfer stated he has received calls about broadband. He explained the county has been working to get broadband across the county. The county is using \$1.9 million of ARPA funds towards the federal grant that ARVIG applied for. The county needed to put the money in to make it more lucrative and get more points towards the grant. Hansen Communications has applied for the grant for the Lamberton community for their cable service and could possibly offer high-speed internet.
 - Salfer was asked about calls on the carbon capture pipeline. In his talks with other commissioners, he doesn't feel it will fly. All the people that have contacted him have been against it.
3. Zoning Permits/Variance Requests – None
- a. 2022-13 – Lisa Jenniges – Storage Shed - 106 S Main Street
Motion/Second/Pass (Knutson/Irlbeck/unanimous 4/0) to approve 2022-13 Lisa Jenniges Building Permit.
 - b. 2022-14 – Dennis & Sharon Martius – Storage Shed – 1000 Elm Street S
Motion/Second/Pass (Sens/Knutson/unanimous 4/0) to approve 2022-14 Dennis & Sharon Martius Building Permit.
 - c. 2022-15 – Michael Eichten – Car Port – 713 S Elm
Motion/Second/Pass (Irlbeck/Sens/unanimous 4/0) to approve 2022-15 Michael Eichten Building Permit.
4. Request for Council Action
- a. RCA – Scott Hammerschmidt – Assessing Invoice included a late fee. Halter did not pay the late fee because the council and Hammerschmidt were in discussion on the bill and what it was for. Hammerschmidt feels that was on the City's side and not his and would like to be paid the late fee of \$69.39.
Motion/Second/Pass (Knutson/Irlbeck/Sens opposed 3/1) to pay \$69.39 late fee to Scott Hammerschmidt.
 - b. RCA – Halter EDA Class – Halter would like to attend a basic EDA course. Halter did receive a \$250 scholarship off the \$500 course cost. The cost of the class, room and mileage will but us over on training in the budget. Halter is asking for approval because of that.
Motion/Second/Pass (Knutson/Sens/unanimous 4/0) to allow Halter to attend the EDA Course.
 - c. RCA – Police Chief Application – An application was received from Eric D. Hanson for the Police Chief position.
Motion/Second/Pass (Knutson/Sens/unanimous 4/0) to set up an interview with Eric D. Hanson.
 - d. RCA – Scott Lachowitzer possible part-time option. Lachowitzer applied for the full-time position but was not chosen because of the lack of experience in that type of roll. Halter and Lachowitzer spoke about different options of part-time work to get him more experience or even just doing a ride along with current police staff. Council discussed. No action was taken by the council.
 - e. RCA – Police Vehicle – Halter was asked by council to obtain quotes for a new or different police squad and what the cost would be to repair the current squad. The current squad seems to have a rear seal leak. Halter presented a 2 used squad options and costs. Repairing the current squad would be approximately \$2,000. Fenger said the leak doesn't seem to be much at this time. Because the council is unsure of the future of the Police Department, no action was taken on the squad car. The camera in the current squad needs to be replaced. Halter was directed to get quotes on getting a camera in the current squad.
 - f. RCA – Easement for Summit Carbon Solutions – Kuhar Park
 - Summit Carbon Solutions has given the City of Lamberton a sample easement. They are looking to cross in the rear of Kuhar Park.
 - Summit will be holding an informational meeting for the residents on Wednesday, September 21, 2022 from 6:30-8:30 at the Legion.

- The company has contacted Thram regarding water. They will need 14 million gallons of water annually. Thram has not got information about the wastewater and what would be in that.
- No action was taken by the council.

g. RCA – Annexation of Certain Properties

Matt Nowak would like to use Annexation by Ordinance for the two parcels of land that are surrounded by the City. Halter explained the process. Parcels to annexed are 58-026-2100 and 58-026-2140.

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to begin the Annexation by Ordinance process for parcels 58-026-2100 and 58-026-2140.

B. Department Reports

1. Library – Report was submitted. Vogel questioned if the front step needs to be painted.

Motion/Second/Pass (Irlbeck/Knutson/unanimous 4/0) to accept the Library report as submitted.

2. Ambulance Department – Anderson reported Debbie Vollmer ran the last meeting and training. Still struggling on day coverage – need to work on recruitment side.

Motion/Second/Pass (Senst/Irlbeck/unanimous 4/0) to accept the Ambulance report as given.

3. Fire Department – No report.

4. Police Department – Report submitted. K. Hubert contacted council member Senst and requested the dog incident at the Valley View Apartments be on record. Hubert was at the VVM Apartments and a loose dog almost bit him. Halter stated that B. Peterson was in and said that resident will be moving out. The City's lawyer has been contacted by the VVM Apartment's lawyer and they are in discussion on what needs to be done.

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to accept the Police report.

5. Maintenance Department

- Thram informed the council about a new hydrant with less moving parts that he will use going forward.
- There is a water leak on Main St. that they will be digging for.
- Wastewater secondary pond had a large algae bloom that has been taken care of.
- Have been working on trimming boulevard trees. Thram also talked about the Ash trees and starting to remove them starting in October.
- Grove Street – Discussion was held. It will need soil correction. There is still money left from the last bond that can be used for street repair. Thram will get additional quotes.
- Forrest & 12th pricing were given to the council for repairing the streets by the catch basins. Catch basins are now fixed.

Motion/Second/Pass (Senst/Irlbeck/unanimous 4/0) to accept the Maintenance report as given.

6. Administration/EDA Department

- Halter summarized activity over the last month. Included a Waste to Energy plant tour, Carbon Capture Tour, and working on the budget.

Motion/Second/Pass (Knutson/Senst/unanimous 4/0) to accept the Administration/EDA report as given.

C. Ordinances and Resolutions (if any) (can all be done in one motion)

1. 2022 – 18 - Resolution Accepting Donations to the City of Lamberton

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to accept Resolution 2022-18 Accepting Donations.

2. 2022 – 19 - Resolution Adopting 2023 Preliminary Levy

- Halter explained she worked with ABDO in getting to this number. Halter included a COLA and step increase for employees, increased utility and fuel, and insurance rates. It is a 2.9% increase over the 2022 preliminary budget.
- Mayor Sik stated he does not want to see any increase in taxes.
- Discussion held on the reserve and long-term planning.

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to accept Resolution 2022-19 Adopting the Preliminary Levy of \$879,570.

D. Financial Report & Approval of Claims

1. August 2022 Financial Report

- Overtime for pool employees was questioned. Halter explained it was for previous pay periods that had been questioned and now had to be paid out.

2. Approval of claims

Motion/Second/Pass (Senst/Irlbeck/unanimous 4/0) to accept the Financial Report & approval of Claims .

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. UCAP – Summaries
2. 2022 Pool Season Summary

5. NEXT MEETING DATE

A. October 11, 2022 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Knutson/unanimous 4/0) to adjourn the meeting at 9:25 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

**LAMBERTON EDA
SPECIAL MEETING • CITY HALL
SEPTEMBER 29, 2022 • 5:15 PM**

1. CALL TO ORDER/ADOPT AGENDA

- Meeting called to order at 5:00PM
- Present: Mayor L. Sik, J. Senst, T. Beermann, D. Irlbeck
- Staff in Attendance: V. Halter, K. Hubert
- Others in Attendance: Jadell Morales

A. Additions/Deletions to Agenda

- Addition of Kyle Hubert – Squad Car & Misc.

Motion/Second/Pass (Irlbeck/Beermann /unanimous 4/0) to approve the agenda as amended.

2. GENERAL BUSINESS

A. Kyle Hubert Squad & Misc.

Kyle Hubert was present to talk about the squad car. There is something wrong with how it is running. It is missing and doesn't seem to be firing on all cylinders. Hubert stated there is also a hum and feels the tires will need to be replaced by winter. The council advised Hubert to contact Hubin to arrange having the squad looked at for repair.

B. Interview of Eric D. Hanson for Police Chief

Hanson was not present. Halter tried contacting Hanson via telephone and text, with no response. Council waited for 30 minutes to see if a response would be received or if he would show.

3. NEXT MEETING DATE

- A. Regular Council meeting – October 11, 2022 at 6:30PM**

4. ADJOURMENT

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to adjourn the meeting at 5:30 PM

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
REGULAR MEETING • CITY HALL/ELECTRONIC/PHONE
OCTOBER 11, 2022 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM October 11, 2022.
 - Present: Mayor L. Sik, J. Senst, D. Knutson, D. Irlbeck, T. Beermann
 - Staff in Attendance: V. Halter, J. Thram, N. Anderson, C. Fenger
 - Others in Attendance: John Valentine, Marchele Walz, Heidi Sarne, Marty Sarne, Lee Schaffran, Sharon Vollmer, Barb Wille, Deb Pack, Kathy Batalden-Smith, Pam Jensen, Peg Furshong, Reena Petrich, Lisa Willhite, Penny Mattison, Clare Polizin, Bob VanHee, Jim Salfer, Tiffany Knott, Anita Runck
- A. Additions/Deletions to Agenda
1. Lee Schaffran – Stops Signs by Park
 2. Resident Complaint – Weeds & Garbage
 3. Additional Police Chief Applicant
 4. 2022-24 Resolution to add Election Judges
 5. RCA – Cameras in Park

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve the agenda as amended.

2. CONSENT AGENDA

- A. Approval of Minutes (can all be done in one motion)
1. September 12, 2022 Regular Council Meeting Minutes
 2. September 29, 2022 Special Council Meeting Minutes
 3. No September EDA Meeting – lack of quorum

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to approve the minutes as listed.

3. GENERAL BUSINESS

- A. Petitions, Request, Communications
1. Citizen Complaints & Concerns
 - Bryce & Deb Pack – Boulevard Repair
 - Deb Pack was present about her boulevard lawn. It has not been successfully fixed since the street project was done two years ago. Gravel was placed down and then seeded, but only weeds have grown. Pack's have reseeded the area as well. Pack's have been told that it would be repaired, but it has not happened yet. Mayor Sik explained that the city is following the process. Mayor Sik read an email from a Dunnick representative explaining the timeline on repairs that need to be done. Halter stated that she did send a follow-up email to the engineer asking that more than reseeding be done since it has been seeded several times. Thram explained the engineer and himself physically looked at the lawn during the walk through. Thram feels it will be more than a reseed. Pack further stated her frustration.
 - Lee Schaffran –
 - L. Schaffran asked the council what can be done to slow people down by the City Park. Currently there are stop signs on the north-south streets. Schaffran asked for Children at Play or Stop Signs.

Motion/Second/Pass (Knutson/Beermann/unanimous 5/0) to install additional stops signs around the City Park to make the intersections 4 way stops around the park.

- Citizen complaint on Garbage & Weeds
 - Halter sent a letter to Hagedorn's last month stating they had until the 10th to mow down weeds.
- Marchele Walz spoke up and wanted to say something about the cats. Mayor Sik granted her permission. Walz has not received any traps since the August meeting. The cats are still running wild. It was also mentioned that people need to quit feeding the stray cats. Discussion was held about hiring an animal control person. Discussion also held about what the process will be. Officer Fenger suggested checking in with the Redwood Falls Animal shelter.

Motion/Second/Pass (Beermann/Senst/Sik against 4/1) to advertise for an Animal Control person.

- Carbon Capture Pipeline –
 - Barb Wille spoke on behalf a group that oppose the proposed Carbon Capture Pipeline being proposed in the area. Wille presented 94 signatures on a petition of those not in support of the City of Lambertton moving forward with an easement for Summit Carbon Solutions and their CO2 pipeline project. Wille read a statement urging the City to wait to make any decision. The statement continued to explain the dangers of the pipeline and the lack of experience of Summit Carbon

Solutions. Wille encouraged the council to talk to the people in town and emergency personnel. Wille asked that a meeting be held before a decision is made and would like the opportunity to vote on the topic.

- Smith-Batalden expressed the group's wish that all our farmers thrive and for the local economy to thrive. She talked about the carbon scores assigned to ethanol plants and the incentives to lower the carbon score and that money leaving the area.
- Peg Furshong with CURE out of Montevideo – Furshong talked about the carbon score and the amount of carbon used or needed to sequester the carbon. Furshong also talked about the limits put on amount of low-carbon fuel is allowed. Furshong talked about an ethanol plant looking at different options than carbon sequestering.
- Mayor Sik offered some additional information. Summit has only approached the City about crossing the west end of Kuhar Park with a 4-inch pipe. Sik and other city employees have attended meetings regarding the pipeline. Sik was the one that requested the meeting at the Legion to give the residents of Lamberton an opportunity to learn more about the project and ask questions. The City has not received an actual proposal from Summit.
- The group thanked the council for their time.
- A question was raised about if the pipeline does not go through Kuhar, does the City have interest. It was explained that the City is only involved because of the possibility of them crossing Kuhar Park.

2. Zoning Permits/Variance Requests – None

- 2022-16 – Samantha Schottenbauer – Fence

Motion/Second/Pass (Senst/Irlbeck/unanimous 50) to approve 2022-16 Samantha Schottenbauer building permit.

3. Request for Council Action

- RCA – Council Wages

- Discussion was held about the process. Council members did not feel a change in wages for council members was needed at this time.

- RCA – Commercial Club Membership

- Discussion was held. No motion was made.

- RCA – Application for Police Chief – Matthew J. Stiehm and Karen Johnson

- Halter explained she has received an additional 2 applications for the Police Chief position. Halter has interviews set up for Monday, October 17, 2022 starting at 5:00 PM.

- RCA – Squad Dash Cam

- Halter received bids for Dash-Cam options. Discussion was held. Quotes are good until the first of the year. No action taken.

- RCA – Change in EDA meeting dates.

- Getting quorums have been an issue, we are hoping Wednesday will work a little better.

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to changing the EDA meetings to the last Wednesday of the month at 5:15PM.

- RCA – Approve New Ambulance Service Members

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to approve new Ambulance members Marissa Brown and John Mariner.

- RCA – Fire Contract Rates for 2023

- Halter explained that she would like to look at rate for the City of Revere. Discussion was held.

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to approve the fire rate of \$275 per section.

- h. RCA – Cameras in the Park and Downtown

- Halter explained after the latest round of graffiti around town she obtained a quote for cameras from the company that does Westbrook's. She asked for camera placement in the Park, the Community Center, and the edge of the bowling alley. It is a wireless system and the video is stored on a hard drive at the Police office. Council had additional questions. No action was taken at this time.

B. Department Reports

1. Library – No report given.

2. Ambulance Department – Report submitted.

- Question on Ambulance pay structure and day coverage.

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to accept the Ambulance report as given.

3. Fire Department – No report given.

4. Police Department – Reported submitted.

- Squad car update – Struts need to be replaced, misfire is not a coil pack – would like to do an engine treatment, needs new tires. Rear-main seal didn't concern the mechanic for the way it is leaking. Will have struts and engine clean done. Will get tires when it returns to town.

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to accept the Police report.

5. Maintenance Department

- Thram explained Thein Well was here last week to do well rejuvenation. The pool – Thram discovered that the skimmers were installed incorrectly in the deep end. Pipes are in concrete at the base of the skimmers – and are broken. Thram will try and chip the cement away to save the skimmers but repair the pipes. Leak on Main Street was found and repaired. Looking at getting streets patched.

Motion/Second/Pass (Irlbeck/Senst/unanimous 5/0) to accept the Maintenance report as given.

6. Administration/EDA Department

- Halter listed projects she has been working on. Air compressor went out in the AC unit in the Ambulance/Police Building. A new AC unit was ordered. Kris Ambuehl of Bollig will be here at the November 14, 2022 council meeting to present their long-term planning proposal and talk about options for the Industrial Park. The EDA is putting the farmland located on the southside of the railroad tracks up for bids.

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to move the November 14, 2022 6:30 PM Regular Council meeting to the Community Center.

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to accept the Administration/EDA report as given.

C. Ordinances and Resolutions (if any) (can all be done in one motion)

1. 2022-20 – A Resolution Accepting the Liability Coverage Limits
2. 2022-22 - A Resolution Approving 2022 Budget CIP Transfers
3. 2022-21 – A Resolution Approving 2022 Budget Interfund Transfers
4. 2022-24 - Resolution Accepting Donations to the City of Lamberton

Motion/Second/Pass (Beermann/Knutson/unanimous 5/0) to accept Resolutions 2022-20, 2022-21, 2022-23, 2022-24.

D. Financial Report & Approval of Claims

1. September 2022 Financial Report
2. Approval of claims.

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to accept the Financial Report & approval of Claims .

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. UCAP – Summaries – Work needs to be done by September of 2023.

5. NEXT MEETING DATE

- A. November 14, 2022 at 6:30 PM at the Community Center.

6. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Knutson/unanimous 5/0) to adjourn the meeting at 8:30 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
SPECIAL MEETING • CITY HALL
OCTOBER 26, 2022 • 4:00 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 4:00PM
- Present: Mayor L. Sik, J. Senst, T. Beermann, D. Knutson
- Staff in Attendance: V. Halter, N. Anderson
- Others in Attendance: Greg Hanson, Mayor of Walnut Grove

A. Additions/Deletions to Agenda

Motion/Second/Pass (Knutson/Beermann /unanimous 4/0) to approve the agenda as given.

2. GENERAL BUSINESS

A. Police Chief Applicant Discussion

B. Redwood County Sheriff Coverage to City

- Discussion was held. L. Sik reached out to Walnut Grove regarding them looking for a police chief. Redwood County Sheriff does not feel the timing is right.
- Greg Hanson spoke to the interviewing and hiring process they have been through. Walnut Grove Council would like to continue having a full-time Police Chief and have not discussed sharing a Police Chief.
- Current patrolling was discussed. Ordinance enforcement was discussed. The Police Chief living in a reasonable response time from Lamberton was discussed.

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to continue advertising for a part-time Police Chief.

- Discussion was held on the ones we have already interviewed. It was discussed and Halter will contact the applicants and if they are interested in a part-time position that they need to give a letter of interest.
- A Work Session was requested so the council can determine what the expectations and parameters are for the police chief position. This will put on the November agenda to set a date.

3. NEXT MEETING DATE

A. November 14, 2022 at 6:30 PM

4. ADJOURNMENT

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to adjourn the meeting at 5:00 PM

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
MINUTES REGULAR MEETING • COMMUNITY CENTER
NOVEMBER 14, 2022 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM November 14, 2022.
- Present: Mayor L. Sik, J. Senst, D. Knutson, D. Irlbeck, T. Beermann
- Staff in Attendance: V. Halter, J. Thram, N. Anderson, R. Schultz, A. Vogel
- Others in Attendance: Brianna Mumm, Jim Salfer, Shari Kieper, Kris Ambuehl, Brian Bollig, Mark Engesser, Scott Kuhlman, Matt Novak

A. Additions/Deletions to Agenda

1. MarcheLe Walz – Stray Cats
2. RCA – Setting Hearing date for Annexation of Certain Property.
3. Rosie Schultz – Raise Request
4. 2022-28 - Resolution Sale of Land to Red Rock Central Parcel #1
5. 2022-29 - Resolution Sale of Land to Red Rock Central Parcel #2
6. 2022-30 – Resolution for Bollig, Inc to Pursue Funding

Motion/Second/Pass (Knutson/Irlbeck/unanimous 5/0) to approve the agenda as amended.

2. CONSENT AGENDA

A. Approval of Minutes (can all be done in one motion)

1. October 11, 2022 Regular CC Minutes
2. October 26, 2022 Special CC Minutes
 - a. Senst requested amendment under 2B to state the Redwood County Sheriff's Department stated it may not be the ideal time to explore that option.
3. October 5, 2022 Special EDA Meeting
4. October 26, 2022 EDA Regular Meeting

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve the minutes as listed and amended.

3. GENERAL BUSINESS

A. Bollig Engineering – Long Term Engineering Report Presentation

1. Kris Ambuehl, Brian Bollig and Mark
2. Presented an engineering report on the utility infrastructure. What infrastructure is in good condition, what needs replacement, and what additional infrastructure is needed. Water source and treatment facilities were also discussed.
3. The presentation included the Industrial Park and getting utilities out to the Industrial Park and platting the lots for development.
4. Bollig asked permission to submit the entire plan to the Rural Development Agency for them to see the entire picture of what is needed in Lamberton. This does commit Lamberton to anything. It just lets the funding agencies know the needs of Lamberton in the coming years.

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) to accept Resolution 2022-30 allow Bollig, Inc to pursue funding on behalf of the City of Lamberton.

5. There is approximately \$500,000 left over from the last street project bond that needs to be used. There are rules about the bond and leftover funds on how it can be used and if not used within a certain time period, the City would have to pay fees for not using it.
6. Bollig would like to leverage this money to get additional funding by multiple funding sources to be able to do more.
7. The idea is to get utilities out to the Industrial Park and to do Grove Street utility and street replacement.
8. Storm water discharge plan is still in development.
9. Bollig is asking for the Council to approve Task Order #3 that will use some of the money to leverage these projects. Task Order #3 Includes Platting Industrial Park, Preliminary Design of Water, Sewer & Storm Sewer in the Industrial Park, Storm Water Outlet Feasibility Report & pursuit of Leverage Funding for a cost of \$93,000.
10. Discussion was held on timeline. Bollig is looking at 2023 because the money needs to be used by the end of 2023.
11. Discussion was held on the amount. Bollig explained that this will help Lamberton the most for the \$500,000. It allows the City to leverage to get more funding and allows the City to replace Grove Street correctly. Halter stated that in order to get taxes down, we need to add to the tax base – to do that we need to add an industry or two. Mayor Sik stated that the City did the last road project incorrectly by putting 100% of the burden on the property owners and taxpayers. The project should have had outside agencies help with funding. Brianna Mumm Redwood County's EDA Director stated Site Selectors do not look at developing in a place with no utilities. Lamberton does sit on a major rail line and highway – making it an attractive site.

12. Matt Novak asked that the City verifies with the bond legal council to make sure spending the \$93,000 expense is qualified to be used this way.

Motion/Second/Pass (Knutson/Irlbeck/Senst objected 4/1) to accept Bollig, Inc. Task Order #3 pending approval from the bond council that this is an eligible expense.

B. Petitions, Request, Communications

1. Citizen Complaints & Concerns

a. Compost Site Hours

- Complaints have been received about the Compost Site hours. Residents would like the site open more or open all the time.
- It was explained that the DNR is the one that regulates Compost Sites. We have had problems in the past with people dumping things they shouldn't – that is why we have it staffed and open only certain hours. The DNR was going to close it down.
- Halter was directed to see what the options and costs would be to get cameras at the Compost Site.

b. Marchelle Walz – Stray Cats

- She has video of cats on her deck. Same 4 cats. Still has not received traps for the stray cats. She has called the police multiple times.
- Issuing Fines was discussed.
- City of Lambertown's Ordinance state it's dogs that cannot be stray it does not address cats. The ordinance also states if the City were to capture an animal, they would have to hold it for 5 days before re-homing.

c. Rosie Schultz

- Rosie has worked for the City for about 30 years and would like a raise.
- She gets \$20-\$22/hour for cleaning jobs outside the City. She has to be around on the weekends and holidays to clean between parties.
- Rosie is at the top step and only gets COLA increases.
- Halter stated that she has not reviewed where Rosie is on the 2080 hours. She averages around 20 hours per pay period.
- Halter was directed to see what other cities pay for a like position.

2. Zoning Permits/Variance Requests – None

3. Request for Council Action

a. RCA – Set Work Session Date for Police Department Discussion

- December 6, 2022 at 5:00PM was set for a Work Session to discuss the Police Position.

Motion/Second/Pass (Irlbeck/Beermann/unanimous 5/0) to set a Work Session at 5:00 Pm on December 6, 2022.

b. RCA – Hire Animal Control & Develop Procedure

- Two applications were received.
- The city needs to have a procedure in place how to handle animals that are trapped. Because of the ordinances and requirements, it's not as easy as just trapping an animal and rehoming it.
- The Ordinance needs to be updated.
- Hiring an Animal Control person tabled until next council meeting.

c. RCA – Liquor License Approvals

Motion/Second/Pass (Senst/Irlbeck/Sik Abstained 4/0) to accept the liquor license applications.

d. RCA – Set Public Hearing Date of Annexing Certain Property

Motion/Second/Pass (Irlbeck/Beermann/unanimous 5/0) to have a Public Hearing to Annex Certain property on December 12, 2022 at 6:45 PM.

C. Department Reports

1. Library

- a. Written Report submitted.

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to accept the Library report as given.

2. Ambulance Department

- a. No formal report given.
- b. Matt Novak talked about Wabasso offering EMT training in school with students than able to be on the squad.

3. Fire Department

- a. No Formal Report Submitted.

4. Police Department

a. Written report submitted.

Motion/Second/Pass (Irlbeck/Senst/unanimous 5/0) to accept the Police report as given.

5. Maintenance Department

a. Senst stated the street signs – the name plates are crocked on top.

b. Senst asked about the County and the water at Ilex & CO RD 15.

- Thram explained it is a county problem. Thram has contacted them on several occasions and nothing has been done.

c. Thram reported all parks are winterized, hydrants are flushed, all hydrants are repaired, sewer flushing will be happening. Stop signs are not in for by the park.

d. Thram reported that he leased a tractor from C&B. It is a John Deere Loader tractor for \$1,500 for 11 months. It should be coming soon.

Motion/Second/Pass (Beermann/Senst/unanimous 5/0) to accept the Maintenance report as given.

6. Administration/EDA Department

a. Written Report submitted

Motion/Second/Pass (Irlbeck/Senst/unanimous 5/0) to accept the Administration/EDA report as given.

D. Ordinances and Resolutions (can all be done in one motion)

1. 2022- 25 – A Resolution Canvassing Municipal Election Returns

Motion/Second/Pass (Senst/Beermann/unanimous 5/0) accept Resolution 2022-25 Canvassing Municipal Election Returns.

2. 2022-26 – A Resolution Certifying Unpaid Charges

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to accept Resolution 2022-26 Certifying Unpaid Charges.

3. 2022-27 – A Resolution Accepting Donations to the City of Lamberton

Motion/Second/Pass (Irlbeck/Senst/unanimous 5/0) to accept Resolution 2022-27 Accepting Donations to the City of Lamberton.

4. 2022-28 – A Resolution Sale of Land to Red Rock Central Parcel #1

5. 2022-29 - A Resolution Sale of Land to Red Rock Central Parcel #2

Motion/Second/Pass (Knutson/Senst/unanimous 5/0) to accept Resolutions 2022-28 and 2022-2 Sale of Land to Red Rock Central Parcel # 1 & Parcel #2.

E. Financial Report & Approval of Claims

1. October 2022 Financial Report

2. Approval of claims.

Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to accept the Financial Report & approval of Claims as given.

MAYOR & COUNCIL REPORTS & COMMUNICATIONS

F. Information for Council

1. Police Hours Worked

a. Council had requested hours worked by the police department.

b. Senst addressed the rate per hour. Mayor Sik also stated that a person has a phone on 24/7 those hours are not included on that.

2. 2022 - Budget Information

3. UCAP – Summary

a. All spots are full now.

G. Senst question what is happening with Pack's lawn.

1. Halter stated she emailed the Engineer last week for an update and has not received one.

2. Senst brought up the contract that says we can hire someone to do the work and submit the bill to the contractor.

3. Mayor Sik stated we are following the process and if they do not follow through in the Spring, we can look at following that process.

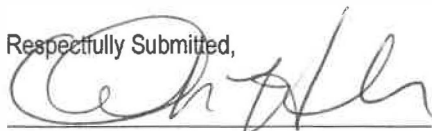
4. **NEXT MEETING DATE**

A. December 12, 2022 at 6:30 PM

5. **ADJOURNMENT**

Motion/Second/Pass (Beermann/Irlbeck/unanimous 5/0) to adjourn the meeting at 8:09 PM.

Respectfully Submitted,



Valerie Halter

Clerk



Lydell Sik

Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
DECEMBER 12, 2022 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM December 12, 2022.
- Present: Mayor L. Sik, J. Senst, D. Knutson, D. Irlbeck (left meeting at 6:50PM), T. Beermann
- Staff in Attendance: V. Halter, J. Thram, N. Anderson, K. Hubert
- Others in Attendance: Anita Vogel, Barb Wille, Cathy Smith, Claire Polzin, Sharon Vollmer, Colby Davis, Perry Snyder
- A. Additions/Deletions to Agenda
 - 1. Anita Vogel to Pipeline RCA 3d.

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve the agenda as amended.

2. CONSENT AGENDA

- A. Approval of Minutes (can all be done in one motion)
 - 1. 11-14-2022 CC Meeting Minutes
 - 2. 11-30-2022 EDA Meeting Minutes
 - 3. 12-06-2022 Work Session Minutes

Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to approve the minutes as listed.

3. GENERAL BUSINESS

- A. Petitions, Request, Communications
 - 1. Citizen Complaints & Concerns - None
 - 2. Zoning Permits/Variance Requests – None
 - 3. Request for Council Action
 - a. RCA – New Library Board Members
 - The Library Board recommends September Johnson and Pam Tellinghuisen to the Lamberton Library Board.***Motion/Second/Pass (Senst/Irlbeck/unanimous 5/0) to appoint September Johnson and Pam Tellinghuisen to the Lamberton Library Board.***
 - b. RCA – Rosie Schultz Raise
 - Discussion was held. Rosie has worked at the City long enough that she is at the top step for her grade. In checking with neighboring towns, Lamberton is in line. The City also provides PERA contribution in addition to the hourly wage.***Motion/Second/Pass (Senst/Knutson/unanimous 5/0) to hire a person to help cleaning the Community Center on the weekends and as needed.***
 - c. RCA – Part-Time Chief of Police Ad
 - Discussion was held about the position advertisement and schedule.***Motion/Second/Pass (Knutson/Irlbeck/Senst opposed 4/1) to advertise for a Part-Time Police Chief on POST as presented.***
 - d. RCA – Easement Request from Summit Carbon Solutions
 - Summit Carbon Solutions has formally requested an easement from the City to cross through Kuhar Park.
 - Anita Vogel spoke on behalf of those against the pipeline and the unknowns about the carbon pipeline. She urged the council not to act at this time because of the unknowns and the need for residents of Lamberton to be educated about the hazards of having a pipeline going through Kuhar and the proximity to the city itself. Barb Wille spoke of the work and improvements in the park. Cathy Smith encourages the council to not grant the easement. Smith also asked how the group can be informed as to when the council will be discussing and making a decision. Vogel requested to have the opportunity for an informational meeting be held by their group and CURE. Halter stated the City could advertise such meeting on their social media and webpage like it was done with the Summit meeting. It would be up to the group to put meeting information in the paper, mailings and any other means to inform residents of an informational meeting.

No action taken by the council at this time.

4. TRUTH AND TAXATION HEARING was held at 7:00PM

- A. Mayor Sik called the Truth & Taxation Meeting to order at 7:00PM.

- B. Halter presented the proposed tax levy of \$806,275 a .7% increase over last year. Halter explained the preliminary budget set in September was higher, but cuts were made.
- C. Mayor Sik asked if there were any public questions or comments. There was no response.
- D. Mayor Sik Closed the Public Meeting at 7:05PM.

The regular council meeting was resumed.

- E. 2022-34 – A Resolution Adopting the Final Budget for 2023 and the 2022 Tax Levy (Collectable in 2023)

Motion/Second/Pass (Beermann/Knutson/unanimous 4/0) to accept Resolution 2022-34 adopting the 2022 Tax Levy of \$806,295.

- a. RCA – Opt out of Health Insurance Option

- Discussion held on premium differences, health insurance offering, and Personnel Policy language.

Motion/Second/Pass (Sik/Knutson/Senst 3/1) to offer the Opt out of Health Insurance Option to employees.

- b. RCA – 2023 Fee Schedule

- Discussion was held on the Fees. Halter advised changes that were not in the packet.
 - Halter questioned the council on Swimming Pool rates. It was discussed at the work session to possibly charge people who do not live in City limits a different rate since the taxpayers are helping to cover the pool expenses already. The council decided to have a non-resident rate on the individual and family season passes.

Motion/Second/Pass (Knutson/Senst/unanimous 4/0) to adopt the 2023 Fee Schedule as amended.

- c. RCA – 2023 Pay Structure and COLA increase

- Discussion was held. The pay structure and how each position is "graded" was discussed.

Motion/Second/Pass (Knutson/Beermann/unanimous 4/0) to approve a 4% COLA increase to the wage schedule for 2023.

- d. RCA - 2023 Employee Step Increases

- Halter explained step increases are requested for those who have received a favorable employee review.
 - Halter explained the Police wages were not included in this. Those wages will be determined when we hire the Police position being advertised. Mayor Sik mentioned the County may have a proposal in the future.

Motion/Second/Pass (Beermann/Knutson/unanimous 4/0) to approve the step increases as presented.

- e. RCA – Council Payroll

- Halter presented the council with what she had for meetings and special meetings for the council to make sure it was correct.
 - No vote needed by the council.

- F. Department Reports

- 1. Library - No report given.

- 2. Ambulance Department

- a. Report submitted with census of runs.
 - b. The Ambulance struck a deer. The Ambulance is still able to be in service. Dan Kronbach can do the repairs. Parts have been ordered. Kronbach repair will now be the listed service provider for the Ambulance going forward.

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to accept the Ambulance report as given.

- 3. Fire Department

- a. No report given.
 - b. Halter mentioned that the Fire Department is teaming up with area departments to apply for a FEMA grant to get new radios for the fire and ambulance departments. Lamberton will be the fiscal host City for the grant.

- 4. Police Department

- a. Report of call detail submitted.

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to accept the Police report.

- 5. Maintenance Department

- a. Thram reported they started removing trees in Kuhar as part of the Emerald Ash Borer grant.
 - b. The Clinic is experiencing back-up issues again with the toilet. There is an issue right under the building. The pipe from the building out was replaced this last summer.
 - c. There is trouble with the timers with the Christmas light timers on Main Street.
 - d. The County had someone come and work on the corner of Ilex & Co Rd 15. The culvert was cleaned out and part of the ditch sloped.
 - e. Thram had to find the sanitary manholes behind the lumber yard per request.

Motion/Second/Pass (Beermann/Senst/unanimous 4/0) to accept the Maintenance report as given.

6. Administration/EDA Department

- a. Halter reported working on the budget, annexation, Safe Routes to School, covenants, EDA, Webinars attended for regional DEED, housing and Department of Energy.

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to accept the Administration/EDA report as given.

G. Ordinances and Resolutions (can all be done in one motion)

1. 2022- 31 – Resolution for FEMA Grant for RRC Schools & Assumption Agreement

- a. The FEMA grant is for RRC schools to add a space they can use for a gym but would also be a community storm shelter.
- b. The Assumption Agreement goes along with the resolution.

Motion/Second/Pass (Senst/Knutson/unanimous 4/0) to accept Resolution 2022-31 FEMA Grant for RRC Schools and the Assumption Agreement.

2. 2022-32 – Resolution to Establish Precinct Polling Location

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to accept Resolution 2022-32 Establishing Precinct Polling location.

3. 2022-33 - Resolution to Purchase the Marlow Erickson Property

Motion/Second/Pass (Knutson/Beermann/Senst 3/1) to accept Resolution 2022-33 to Purchase Marlow Erickson Property.

4. 2022-35 – A Supplemental Bond Resolution – Lamberton 2019A

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to accept Resolution 2022-35 A Supplemental Bond Resolution – Lamberton 2019A

H. Financial Report & Approval of Claims

1. November 2022 Financial Report
2. Approval of claims.

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to accept the Financial Report & Approval of Claims as given.

5. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Pfarr Land

- a. May be interested in a land swap between the Industrial Park and Hwy 14.

2. UCAP – Summary

3. Novak Law Rate Increase

4. Redwood County Notice of Public Meeting – Amending Ordinances

5. DEED Awards Broadband Grants

- a. Hanson Communications was awarded the grant to install Fiber to the homes of Lamberton and Revere.
- b. Bruce Hanson, of Hanson Communications will be at the January 9th meeting to discuss the construction timeline and what to expect from them.

B. Council Member Senst requested the Council Pack with the Agenda be placed on the Website prior to the meeting. It was decided that the packets will be placed on the website.

C. Mayor Sik thanked Julie Senst for her years of service on the council.

6. NEXT MEETING DATE

A. January 9, 2023 at 6:30 PM

7. ADJOURNMENT

Motion/Second/Pass (Senst/Beermann/unanimous 4/0) to adjourn the meeting at 7:50 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor