A Regular Meeting of the

Lamberton City Council

January 8, 2018

The regular meeting of the City Council of the City of Lamberton was held on January 8th, 2018, in the City Office.

Members present for all or part of the meeting were Councilmembers Terry Neperman, Lydell Sik, Dave Irlbeck, Darrell Knutson and Clerk Peterson. Mayor Bill Schaffran was absent.

Acting Mayor Neperman called the meeting to order at 7:00 pm.

On motion by Sik, seconded by Irlbeck, the council voted unanimously to approve the minutes of the December meeting.

On motion by Sik, seconded by Knutson, the council voted unanimously to approve claims #15282 through #15323 in the amount of $191,770.40 contingent on verifying with Redwood County about status of assessing services before paying claim #15321 to Scott Hammerschmidt.

On motion by Irlbeck, seconded by Knutson, the council voted unanimously to approve the January 2018 financial report approving donations, transfers and payment of between meeting bills in the amount of $7,439.38.

On a motion by Knutson, seconded by Sik, the council voted unanimously to accept the Quarter 4, 2017 Interim Financial Report which informs the council of balances in each fund.

Acting Mayor Neperman read the resignation letter received of Mayor Bill Schaffran. On a motion by Sik, seconded by Knutson, the council voted unanimously to approve Resolution 2018-3 accepting Resignation and Declaring a Vacancy of Mayor. On a motion by Knutson, seconded by Sik to appoint Terry Neperman to fulfill the remaining term of Mayor which is up for re-election in this fall’s election.

On a motion by Sik, seconded by Irlbeck, the council voted unanimously to advertise the council vacancy for two weeks for interested appointees to be considered at the February meeting.

On motion by Sik, seconded by Knutson, the council voted unanimously to approve the following appointments for 2018:

Official Newspaper: Lamberton News

Acting Mayor: Dave Irlbeck

Official Depository: First Security Bank

City Attorney: Criminal Cases Redwood County Attorney

City Attorney: Civil matters Muske, Muske & Surhoff

City Engineer Bolton and Menk, Inc.

Public Utilities: Dave Irlbeck

Public Works: Lydell Sik

Public Safety: Darrell Knutson

Emergency Management Director: Tom Neperman

Fire Chief: Tom Neperman

Ambulance Director Nick Anderson

EDA members: (2) Terry Neperman,

Lydell Sik

Relief Association Board of Trustees:(2) Terry Neperman,

Lydell Sik

On a motion by Sik, seconded by Knutson, the council voted unanimously to approve Resolution 2018-4 Designating the Roles of the Official Check Signers.

Clerk Peterson informed the council she has been familiarizing herself with her job duties. Peterson then informed the council of how she handled a timecard infraction. The council decided to table the discussion until more information is gathered regarding the carryover or payout of vacation hours.

Nick Anderson gave the Ambulance report. The council was informed of a deficiency found regarding two drugs on the rig. He has taken care of the deficiency until a variance can be approved to allow this service again.

Discussion began regarding the options and concerns facing the Lamberton Ambulance day shift coverage. All presented possible solutions should be pursued to prevent disbanding of the Lamberton Ambulance. On a motion by Sik, seconded by Irlbeck, the council unanimously approved $10 per hour for anyone willing to perform Monday thru Friday day shift ambulance coverage from 6 a.m. until 6 p.m. When a city employee is clocked in and covering ambulance call during their regular job hours, their regular wage rates apply. If, however; a city employee has clocked out from their regular job hours and are covering day shift ambulance call time, the $10 per hour rate will be paid. The council is hoping this pay incentive will increase the willingness of those available to cover these hours.

Another option to pursue is the hiring of an additional employee and requiring this employee to cover day shift on the Lamberton Ambulance as part of their job description. On a motion by Sik, seconded by Irlbeck, the council unanimously approved creating a full-time job. Job duties mentioned include, Economic Development, Ambulance Director, pool, back-up Clerk and Library or any other duties as assigned. Clerk Peterson is to create a job description to include the abovementioned for approval at the January 22, 2018 meeting. To help justify this position, ambulance fees were discussed. Fees will need to be adjusted and towns and townships notified of the increases which will help offset the newly created position as the ambulance fund will likely cover some of the cost.

On a motion by Knutson, seconded by Irlbeck, the council voted unanimously to accept the ambulance report presented by Anderson.

Justin Thram gave his maintenance report. He said he is looking at purchasing a couple of Christmas lights because of a sale. On a motion by Sik, seconded by Irlbeck, the council voted unanimously to accept the maintenance report presented by Justin Thram and authorized the purchase of lights up to $500. Sik will seek assistance from the Commercial Club in purchasing a couple more lights.

On a motion by Irlbeck, seconded by Sik, the council voted unanimously to approve a zoning permit for BTE Real Estate Group, LLC at 207 W 4th Ave to fix up a property.

On a motion by Knutson, seconded by Sik, the council voted unanimously to enter into an agreement with Eide Bailly for conducting the 2017 audit.

On a motion by Irlbeck, seconded by Knutson, the council voted unanimously to approve Resolution 2018-1 Authorizing the Adoption of an Annual Rate Fee and Fine Schedule for 2018.

On a motion by Sik, seconded by Knutson, the council voted unanimously to approve Resolution 2018-2 Authorizing the Adoption of a Utility Rate Schedule for 2018.

Fire Chief Tom Neperman informed the council he has purchased a gas monitor and another thermal imager and would be dropping a check off from the fund-raising money for the purchases. Neperman said it is of his opinion that fire call fees are not negotiable and did not agree with the decision the council made at the previous council meeting. On a motion by Irlbeck, seconded by Sik, the council voted unanimously to accept the Fire Department report.

Heather Hacker asked the council for an opinion on public relations at community events because of an issue that happened between a council member and her husband. Mayor Neperman stated that the business is to be taken care of at a city council meeting, not in public.

There being no additional business, on a motion by Sik, seconded by Knutson, the voted unanimously to adjourn the meeting.

Respectfully submitted, Approved,

Madonna Peterson, Clerk Terry Neperman, Mayor

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