

**LAMBERTON CITY COUNCIL
REGULAR MEETING • CITY HALL
November 12, 2024 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM November 12, 2024.
- Present: Mayor L. Sik, D. Irlbeck, L. Pfarr, L. Bittner, D. Knutson (arrived late)
- Staff in Attendance: V. Halter, J. Thram

A. Additions/Deletions to Agenda

1. RCA – Vacant Council Seat
2. Resolution 2024-22 – Resolution Accepting Board Resignation and Declaring Open Council Seat

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

2. CONSENT AGENDA

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

1. 8-28-2024 – EDA Meeting Minutes (9-25-24 EDA Meeting cancelled– lack of quorum)
2. 10-15-2024 – CC Meeting Minutes

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

3. GENERAL BUSINESS

A. Canvassing Election Results

1. RCA – Canvassing Election Results – Voting numbers were presented that were received from Redwood County that showed the counts from November 5th and the absentee/early voting counts.
2. 2024–20 – Resolution Certifying November 5, 2024 Election Results

Motion/Second/Pass (Bittner/Pfarr/unanimous 4/0) to approve Resolution 2024-20 Certifying the General Election results.

B. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- a. Complaint – Man Videoing – Chief Walker contacted the family that complained.
- b. Hearing Opportunity for Owners of 204 Juniper Street – The owner was not present.
- c. 2024-18 – Resolution Approving Abatement of Property located at 204 Juniper Street – Halter explained the City will work with Matt Novak to have the house torn down.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve 2024-18 – Resolution Approving Abatement of Property located at 204 Juniper Street

2. Building/Zoning Permit Requests - None

3. Request for Council Action

- a. RCA – Personnel Policy – The council discussed vacation day accrual at the last council meeting and it was table to this meeting. Discussion was held. Halter passed out an additional Proposal idea #4)

Motion/Second/Pass (Knutson/Bittner/Pfarr Voting Against 4/1) to approve the vacation plan that follows:

Years of Employment	Annual Accrual in Days	Max Carry Over in Hours
6 months up to 1 year	5	40
1 year up to 3 years	12	40
3 years up to 6 years	18	96
6 years up to 10 years	22	120
11 years up to 15 years	24	144
15+ Years	26	192

- b. RCA - Share the Spirit – Share Spirit has asked for Alicia to pick out and purchase the books given away with the Share the Spirit. Share the Spirit then reimburses the city for the books purchased.

Motion/Second/Pass (Bittner/Pfarr /unanimous 5/0) to approve the Library purchasing the books for Share the Spirit with that committee reimbursing the Library the cost of the books.

- c. RCA – Council Work Session – Halter would like to have a Work Session before the end of the year to work on Ordinances. Halter is hoping to do Parking, Liquor, Cannabis, Water Utility, and Trees.

Motion/Second/Pass (Irlbeck/Knutson/unanimous 5/0) to approve a Work Session on December 10, 2024 at 6:00PM.

- d. RCA – Open Council Seat – Halter explained that Julie Senst won the second open council seat with 8 write in votes. J. Senst left a message on the voice mail stating she respectfully declines the position. Halter checked with the League of MN Cities and was advised the council has to declare the vacancy and fill the seat as they normally would.

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve Resolution 2024-22 accepting the resignation of Julie Senst and declaring an open council seat.

C. Department Reports

1. Library – written report submitted.

Motion/Second/Pass (Irlbeck/Knutson/unanimous 5/0) to approve the Library report submitted.

2. Ambulance Department – written report submitted.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the Ambulance report submitted.

3. Fire Department – written report submitted. Halter did add that the Fire Department is working on getting some reimbursement for the large mutual aid fire. Discussion held on recognition of the departments for large events.

Motion/Second/Pass (Bittner/Knutson/unanimous 5/0) to approve the Fire report submitted.

4. Police Department – None submitted.

5. Maintenance Department – Thram reported trouble with the lift station in the south side addition. They are working on a replacement. Tyler Beerman has obtained his water and waste water licenses. Discussion held on changing his pay grade.

Motion/Second/Pass (Bittner/Knutson/unanimous 5/0) to approve the Maintenance report as presented.

6. Administration/EDA Department – Written report was submitted. Halter also added she was contacted by the Commercial Club about the Welcome to Lambertton sign on the east edge of town. They are working on a way to lower the expense and will have REC look into options further. Halter explained that she received two bills from Anderson Electric for wire and labor for work on the street lights. This happened because of REC putting their lines underground in that area and wanted to get rid of the poles. Halter has called REC and discussed it with Dean W. Halter or the council has never been approached about the project and feel they could have let us know so we could have budgeted or knew what to expect. In the end Halter and Dean negotiated that REC will pay for the wire and the City will pay for the labor. Halter and REC will be meeting in the future about all the streetlights in town and how they are all set up. Discussion held on housing meeting Halter attended in Tracy and meeting in Walnut Grove.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve the Administrative/EDA report.

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

- 2024-19 – Resolution Certifying Unpaid Charges
- 2024-21 – Resolution Accepting Donations

E. Financial Report & Approval of Claims

- November 2024 Financial Report
- Approval of Claims

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve Resolutions 2024-19;2024-21; November 2024 Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

- Lead Service Line Letters Sent – Halter stated there have been a few people requesting to have their water tested.

2. Cash Balance Summary
3. Budget Year to Date
4. LMCIT – Rate Letter

5. NEXT MEETING DATES

A. Regular Council Meeting December 9, 2024 at 6:30 PM, and Work Session December 10, 2024 at 6:00PM

6. ADJOURNMENT

Motion/Second/Pass (Knutson/Bittner/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 7:18PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor