

LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES • CITY HALL
December 8, 2025 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM December 8, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, K. Mittelstadt, D. Determan, T. Neperman
- Others in Attendance: Scott Kuhlman - Bollig

A. Additions/Deletions to Agenda

1. Minutes for 11-10-2025 – Public Hearing Minutes for Wille Variance
2. Minutes for 11-10-2025 – Public Hearing Minutes for Animal Ordinance Change
3. Fire Report Submitted
4. Citizen Complaints & Concerns – Walz Letter

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

2. CONSENT AGENDA

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

1. 11-10-2025 – CC Regular Meeting Minutes
2. 11-10-2025 – Public Hearing Minutes for Wille Variance Minutes
3. 11-10-2025 – Public Hearing Minutes for Animal Ordinance Change Minutes
4. 11-17-2025 – CC Special Meeting Minutes
5. 11-25-2025 – CC Special Meeting Minutes
6. 12-01-2025 – CC Work Session Minutes

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

Mayor Sik advised the council there are three ways to vote. For, Against or abstain. If you do not want to vote for or against you should abstain. Sik stated the council should go to a role call if needed.

3. GENERAL BUSINESS

A. Public Hearing Truth in Taxation 7:00PM

- B.** Bollig Engineering – Scott Kuhlman was present. The state has put out there intended use plan Kuhlman explained the process. Kuhlman updated the council on the LSL project the next step is in two phases. With phase one being water main replacement, and phase two being replacing lead service lines. Kuhlman will come back with a plan when funding is fully understood. The Federal appropriation bills are moving through with the Lambertton ask included. Grove Street – Bollig is waiting on assessment policy. Halter needs to search for past assessment policy. Once found, they will set the assessments based on that and see where they come in. Hoping for Spring bidding.

Kuhlman explained the LRIP application for grant funding for both ends of First Ave. There are specific criteria for this and First Ave meets the requirements. The city applied last year and graded well enough that they should apply again.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve resolutions 2025-023 City Support of the LRIP application.

C. Department Reports

1. Library – Report Submitted – Pfarr asked what the new Thursday hours are. Pfarr also asked about volunteers and liability. Discussion was held.

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

The regular meeting was recessed at 7:00 PM for the Truth and Taxation Public Hearing.
The regular meeting was reconvened at 7:04 PM.

- a. Informational – Library Insurance Risk Review – Halter explained. Vogel has started working on some of the items on the list and will continue doing. Halter explained to council a rack for the extra tables in the furnace room should be ordered. The tables sit in front of the electrical panel and cause a hazard, plus the tables are the older heavy ones making them hard to move. Halter gave the list to Beerman and told him to work on the smaller items that he could do. There are some items on the outside of the building that can't be attended to until spring. Discussion was held.

Mayor Sik questioned the Clinic windows. Halter said the last she checked they had the supplies but hasn't heard anything since. Cairns questioned furnace filter change schedule.

2. Ambulance Department – Report Submitted

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to accept the ambulance report as submitted.

- a. Informational – 2025 Payroll – Halter explained the 2025 Ambulance payroll. This is the first year using the new policy that has set rates for call, on-call, ect. When Halter proposed this, she used last years numbers and came up close to what we normally pay out. This year now since we have Kim, we have covered all the day coverage and thus increased call coverage. Because of this the 2025 payroll for Ambulance is over budget. Discussion held.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to acknowledging and accepting the 2025 Ambulance payroll is over budget.

3. Fire Department – Report Submitted

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

4. Police Department – Report Submitted. Chief Determan was present. Discussion held.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve the police report as submitted/given.

5. Maintenance Department –

- a. RCA - Water Radio Replacement Information – Halter explained that there is a radio problem and that's why the tower isn't talking to the wells. Halter told the company to go ahead and order what is needed, what is being used now are demo models of the company. We are already over budget on repairs, but this won't hit until 2026. Halter asked for council approval.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve the purchase of radio equipment for the water tower at a cost of \$8,732.00.

6. Administration/EDA Department – Report Submitted

Cairns question the county engineer. Halter explained he is new and came to meet with Thram and herself because he is new and an upcoming (appx. 2028) county road projects. Thram and Halter discussed with him needs and utilities running under the county roads. Bittner asked about CEDA. Halter explained.

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

D. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- a. Walz Letter - Mayor Sik asked for any comments. There were not.

2. Building/Zoning Permit Requests

- a. Small Cell Facility Update – Halter explained they went to the county for a permit and the county asked for them to move the pole to the other side of the sidewalk. They did change the plans and moved the pole and the county gave a permit.

3. Request for Council Action

- a. RCA – Animal Ordinance – Halter has gotten complaints about people not cleaning up after their animals (feces) when they are out on walks and what not. Halter checked the ordinance and there is nothing in it that says a pet owner has to clean up after their pet. So there is nothing we can do to enforce it since it is not in the ordinance. Halter presented wording to add to the animal ordinance. Council has approve moving forward.

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve moving forward with the proposed animal

ordinance change and add \$50 fee for the non-compliance fee.

b. RCA – Ragu Water Bill – Ragu had a water leak and is asking for credit.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve a one-time credit of \$56.29 to Heather Ragu's water bill.

c. RCA – Al Wetenkamp Property – Halter explained that the city has to sign off on it being non-conservation land.

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to sign the Certificate of County Board's Classification as non-conservation land for the Al Wetenkamp property.

Halter explained that there is a county grant that would give the city \$5,000 to help with demolition costs. Halter feels that there are two bids that she would have to get. One would be for cleaning out the house and the other would be for tearing down the house. Halter needs the council to approve supporting an application for the county blight program.

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve the blight application with the county.

d. RCA – 2026 Fee Schedule – The fee schedule has been talked about at the work session. There were a couple that had not been decided upon. Discussion was held on library fees and other fees. Fines were set for not getting permits.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve the 2026 Fee Schedule with discussed changes.

e. RCA – 2026 Budget – Halter explained some of the changes from the last budget the council had been presented.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the 2026 Budget as presented.

f. RCA – Work Session with Novak on Positions – Matt Novak would like to have a work session with the council to review the positions and the job descriptions for each.

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to approve a Work Session with Matt Novak on Monday, January 13, 2026 at 6:00 PM.

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

1. 2025-24 – Resolution Adopting 2025 Budget for 2026 Collection – Halter presented what the levy would be at 0-4%. Discussion was held.

Motion/Second/Pass (Irlbeck/Cairns/unanimous 5/0) Resolution 2025-24 to set the 2025 Levy for collection in 2026 at 0% increase at \$838,000.

2. 2025-25 – Resolution Accepting Donations

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to approve resolutions 2025-025.

F. Financial Report & Approval of Claims

1. December 2025 Financial Report

2. Approval of Claims

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to the December 2025 Financial Report and Approval of Claims as presented.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Award of Taylor Family Farm Foundation Childcare Grant – Halter was notified the City of Lambertton was awarded \$25,000 to put towards developing childcare at the Valley View Long-Term Care Facility.

2. Notice of Conflict of Interest Submitted – The Dept. of Transportation requests a conflict of interest form be signed for the LRIP grant application. Halter explained that the North side of Mayor Sik's business would be in on this project, so he should probably abstain from any votes.

3. Lyon County Notice – Notice of raising dumping rates.

4. Bittner questioned if the City should be getting separate cell phones for use by city employees. Bittner explained she would like to support the staff on creating boundaries with the residents and have work/life balance. Halter stated her number is listed in the church directory, the auxiliary handbook – it's a small town and people can get the numbers they want. Halter feels its more the people have to respect boundaries and private time and know when it is a true emergency that they should call for. Bittner also questioned if the city is requiring employees to use their personal cell phones, should the city reimburse for that as well. Discussion

was held.

5. NEXT MEETING DATES

- A. Regular Council Meeting January 12, 2026 at 6:30 PM
- B. Work Session January 13, 2026 at 6:00 PM

6. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to adjourn the regular meeting at 8:25 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lyda Sisk
Mayor