

Minutes for a Regular Meeting of the
Lamberton City Council • Electronic/Telephone
January 11, 2021 – 7:00 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, J. Senst, T. Beermann, D. Irlbeck and D. Knutson.

Staff in Attendance: M. Peterson, N. Anderson, J. Thram, A. Rue and R. Hillesheim.

A) Clerk Peterson administered Oaths of Office to Mayor Sik and Councilman Beermann. She noted Oath of Office was performed with Councilman Knutson prior to the meeting.

B) Peterson requested to add the following items to the agenda for discussion: 2B-6 Water Tower Antenna Rent; 2B-7 Code Compliance and 2E Supplemental January 2021 Financial Report.

Motion/Second/Pass (Senst/Beermann/unanimous) to adopt the agenda with requested additions.

II. CONSENT AGENDA & GENERAL BUSINESS

A) APPROVAL OF MINUTES

Motion/Second/Pass (Senst/Beermann/unanimous) to approve December 14, 2020 Regular City Council Meeting Minutes and the November 9, 2020 EDA Board Meeting Minutes.

B) PETITIONS, REQUESTS & COMMUNICATIONS

1. There were no citizen complaints to present.

2. There were no Zoning Permit to present.

3. When the Small Cities Development Grant was applied for, UCAP Representative Jeff Gladis informed the council how a conflict of interest would exist if any member of the council applied for funding from the program. Mayor Sik announced the existence of his conflict of interest with the Small Cities Development Grant Program because he has made application for participation. Mayor Sik announced in relation to this conflict of interest, he has and will continue to abstain from any decision making or voting related to this grant period.

4. The 2021 Mayor and Council Appointments were presented and discussed. A full copy of the appointments is available upon request.

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to adopt the 2021 Mayor and Council Appointments.

5. ***Motion/Second/Pass (Irlbeck/Senst/unanimous) to approve a temporary liquor license for February 14, 2021 applied for by the American Legion Post #41.***

6. Peterson said she received a request to place broadband equipment on the water tower for rental fee. She stated Attorney Novak suggests a defined agreement before agreeing to this. Both Knutson and Thram said they are not in favor of allowing this because of potential issues of foreign equipment and those maintaining the equipment on the water tower affecting the city's responsibility to deliver clean drinking water. Peterson will respond there is no interest to enter a rental agreement at the present time.

7. Peterson explained the past design of code compliance identification with assistance of a "Nuisance Committee". The committee dissipated as time went on for multiple reasons. Hillesheim explained how the police department has been, and intends to continue, enforcement of the violations. Peterson will set up a meeting to resume the activity of the committee.

C) REPORTS

1. Thram reported his department has been working in the shop and completing snow removal and year end water reporting. He said they would be going through the Christmas decorations as there was some damage in a high wind.

Motion/Second/Pass (Knutson/Beermann/unanimous) accepting the Maintenance Report.

2. Rue reported she was able to obtain enough PPE and operate under normal conditions after the recent COVID-19 surge. She reported two resignations; one effective the end of December

and the other the end of January. Rue reported a class in a neighboring community would be starting soon and the department is actively recruiting for new members.

Motion/Second/Pass (Irlbeck/Senst/unanimous) accepting the Ambulance Report.

3. Peterson reported on Administration and EDA activities. She said one EDA loan is no longer delinquent and the other past due loan has received a payment but is still over 90 days past due. Peterson continues year end responsibilities and she reported the annual audit would start the day after the council meeting. She explained this meeting is the initial meeting with the new Zoom Pro software.

Motion/Second/Pass (Senst/Knutson/unanimous) accepting the Administration/EDA Report.

4. Chief Hillesheim reported on the police department activity. He said there was 23 calls for service in December. Hillesheim said the old portable radio's will be sent in for reprogramming and has asked the council to determine which department will receive them for use.

Motion/Second/Pass (Beermann/Irlbeck/unanimous) accepting the Police Report.

D) ORDINANCES & RESOLUTIONS

Motion/Second/Pass (Knutson/Senst/unanimous) adopting the following Resolutions:

-2021-01 A Resolution Accepting Donation to the City of Lambertton

-2021-02 A Resolution Authorizing the Adoption of an Annual Fee Schedule for the 2021 Calendar Year

-2021-05 A Resolution Naming A Designated Representative to the Minnesota Municipal Utilities Association (MMUA)

Motion/Second/Pass (Irlbeck, Beermann) adopting the following Resolutions:

-2021-03 A Resolution Approving the Execution of a Satisfaction of Mortgage in Relation to Property at 510 S Main St. Voting in favor of the motion were Knutson, Senst, Beermann and Irlbeck. Sik abstained.

-2021-04 A Resolution Approving the Execution of a Satisfaction of Mortgage in Relation to Property at 304 6th Ave W. Voting in favor of the motion were Knutson, Senst, Beermann and Irlbeck. Sik abstained.

E) APPROVAL OF CLAIMS

1. The January 2021 Financial Report, Supplemental January 2021 Financial Report, Claims and Cash Balance Report were presented for approval.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve the January 2021 Financial Report and Supplement and authorize payment for checks #44844 - #44893, #551E - #574E and #501131 - #501161 in the amount of \$566,237.35. There were two (2) new vendors. A full report is available upon request.

III. PUBLIC HEARING

There was no public hearing.

IV. MAYOR & COUNCIL COMMUNICATIONS

Peterson presented the council with a guidance booklet for elected officials published by the League of MN Cities.

V. ADJOURNMENT

Motion/Second/Pass (Senst/Irlbeck/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Regular Meeting of the
Lamberton City Council • Electronic/Telephone
Community Center
February 8, 2021 – 7:00 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, J. Senst, T. Beermann, and D. Knutson. Absent: D. Irlbeck.
Staff in Attendance: M. Peterson, N. Anderson, J. Thram, and R. Hillesheim.

Motion/Second/Pass (Beermann/Senst/unanimous) to adopt the agenda as presented.

II. CONSENT AGENDA & GENERAL BUSINESS

A) APPROVAL OF MINUTES

Motion/Second/Pass (Senst/Beermann/unanimous) to approve January 11, 2021 Regular City Council Meeting Minutes; the December 14, 2020 EDA Board Meeting Minutes and the November 4, 2020 Library Board Meeting Minutes.

B) PETITIONS, REQUESTS & COMMUNICATIONS

1. There were no citizen complaints to present.
2. There were no Zoning Permit to present.
3. Peterson requested council support for enforcement of the annual OSHA Safety Training compliance.
4. Peterson said state law requires all public jurisdictions to eliminate any compensation gender-based wage inequities and submit report to Minnesota Management & Budget every three (3) years. She presented the compliance report and any attachments for review.
5. May 22, 2021 has been secured for Spring Clean-up Day.

C) REPORTS

1. Thram reported coordinating a water tower inspection with KLM; has been preparing for a mower replacement; built versus bought a snow pusher saving thousands of dollars and continues snow removal operations as needed.

Motion/Second/Pass (Senst/Knutson/unanimous) accepting the Maintenance Report.

2. Peterson reported on Administration and EDA activities. The 2020 audit field work is complete and is being reviewed. She said the one EDA loan that remains delinquent is now set up for monthly automatic payment withdrawal. She reported city hall would be closed on Tuesday, November 9, 2021 as both city hall employees would be serving as election judges for the special RRC election. Peterson announced the council meeting is being live streamed on the new youtube.com channel for the first time. She said transporting the needed equipment between the community center and city hall to be able to broadcast the meetings is challenging but necessary to conduct the back to back EDA and city council meeting virtually. Peterson said it is being noticed how many properties do not display an address; therefore, mailers are being printed to send to homeowners asking them to visibly display an address on their residence. Identification of a property address is important and if time can be saved in an emergency, it will be worth it.

Motion/Second/Pass (Knutson/Beermann/unanimous) accepting the Administration/EDA Report.

3. Chief Hillesheim reported on the police department activity. He said there was 15 calls for service in January. He said the department responded to separate cases of criminal damage to property to which he credited Officer Fenger as it is anticipated charges will be filed next week. Hillesheim said he has been working with MN POST Board on mandated policy updates he will present for approval at a future date.

Motion/Second/Pass (Senst/Beermann/unanimous) accepting the Police Report.

D) ORDINANCES & RESOLUTIONS

Motion/Second/Pass (Senst, Knutson) adopting the Resolution 2021-06 A Resolution Declaring Certain Property Surplus and Authorizing Sale and/or Disposal Thereof.

E) APPROVAL OF CLAIMS

1. The February 2021 Financial Report, Claims and 2021 Summary Budget Report were presented for approval.

Motion/Second/Pass (Senst/Beermann/unanimous) to approve the February 2021 Financial Report and authorize payment for checks #44894 - #44931, #575E – #591E and #501162 - #501194 in the amount of \$118,155.40 but it was noted a check in the amount of \$145,764.35 was re-issued and received prior approval adjusting the amount to \$263,919.75. There were no new vendors. A full report is available upon request.

III. PUBLIC HEARING

There was no public hearing.

IV. MAYOR & COUNCIL COMMUNICATIONS

Sik reminded everyone of the Red Rock Central election taking place on Tuesday, February 9, 2021 and encouraged people to vote.

V. ADJOURNMENT

Motion/Second/Pass (Knutson/Senst/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Regular Meeting of the
Lamberton City Council • Electronic/Telephone
Community Center
March 8, 2021 – 7:00 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: M. Peterson, N. Anderson, J. Thram, and A. Rue.

A) Peterson requested to add the following items to the agenda:

1. 2B-7 Eyewitness Identification Procedures Model Policy
2. 2B-8 Appointment of Library Board Member
3. Correction to date of meeting to March 8, 2021
4. Updated 2E March 2021 Financial Report and Approval of Claims
5. Written Police Department Report

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to adopt the agenda as amended with additions.

II. CONSENT AGENDA & GENERAL BUSINESS

A) APPROVAL OF MINUTES

Motion/Second/Pass (Senst/Knutson/unanimous) to approve February 8, 2021 Regular City Minutes and the January 7, 2020 Library Board Meeting Minutes.

B) PETITIONS, REQUESTS & COMMUNICATIONS

1. There were no citizen complaints to present.
2. There were no Zoning Permit to present.
3. Erin Enstad, ABDO, Eick & Meyers, LLC manager, presented the overview of the 2020 Audit/Annual Financial Report. She explained an audit is required to ensure the financial statements of public funds are free of an material financial misstatements, to express an opinion on the financial statements and to ensure the city is following the required Minnesota Legal Compliance in areas such as contracting and bidding, payments, conflicts of interest, federally insured deposits and other state required tests. The three (3) common findings for a city the size of Lamberton were: Audit firm's preparation of the financial statement due to the fact of their complexity; Limited segregation of financial duties; and Year end audit adjustments. Erin stated it is a really good thing for the addition of another person in the office and definitely helped with the financial control cycle. To complete the presentation, she reviewed comparisons, overview and mapping of the Fund Balances, Revenues, Expenditures, Cash Balances by Fund, and Key City Ratios with Class 5 Cities and Cities in Redwood County. Erin pointed out it was important to take notice the Sewer and Storm Sewer Funds are meeting operating expenditures but are not generating a cash flow for future capital needs.
4. Personnel requests were presented for review.

Motion/Second/Pass (Knutson/Irlbeck/unanimous) accepting the Resignation of PT Police Officer Mertens effective immediately.

Motion/Second/Pass (Beermann/Irlbeck/unanimous) authorizing the three (3) seasonal positions of Maintenance, Compost, and Pool Manager and hiring the returning 2020 personnel to those positions for the hourly wages presented and authorize the City Clerk to determine the hire date as the season progresses.

5. A gambling permit application was presented for local approval. It was noted the application contained an incorrect address.

Motion/Second/Pass (Senst/Knutson/unanimous) approving the Application for Exempt Gambling Permit for the Redwood County Pheasants Forever for March 27, 2021.

6. Clerk Peterson presented the Board of Appeal and Equalization Notice that will be published at month end. She noted the meeting will be held at the Redwood County Government Center on April 16, 2021 at 10 a.m. The purpose of the meeting is to determine whether taxable property in Lamberton has been properly valued and classified by the assessor and to determine if corrections need to be made.

7. An Eyewitness Identification Procedure Policy is required by state statute to be adopted by local law enforcement agencies.

Motion/Second/Pass (Senst/Knutson/unanimous) adopting the Lamberton Police Department Eyewitness Identification Procedure Model Policy.

8. A Library Board Application has been received and was considered.

Motion/Second/Pass (Senst/Beermann/unanimous) appointing Deb Fredrickson to the Library Board for the remainder of the term vacated by Linda Imker. The term is effective immediately and will expire year end 2021.

C) REPORTS

1. Thram reported they are currently performing maintenance on the street sweeper. The annual well inspection has been conducted. There has not been a large decrease in the well capacity, however, before we start losing too much of the capacity, Thram obtained a quote to rejuvenate the well for the 2022 budget. Thram was informed a section of downtown street lighting was not working that he will have fixed. Thram stated he is searching for replacement light pole Christmas decorations after Sik said the Commercial Club would be donating \$1,000 towards their purchase.

Motion/Second/Pass (Irlbeck/Beermann/unanimous) accepting the Maintenance Report.

2. Rue reported Tim Birkemeyer will be receiving a Hometown Hero Award that allows him to donate \$100 to the service of his choice and he has chosen Lamberton. The cot charging system issues are being attended to. Alpha Wireless has been contacted to check on a pager issue. Rue said Active 911 system proved to be an important backup when the pager failed. Three (3) current members are in the process of taking their refresher courses which will be valid for two (2) years.

Motion/Second/Pass (Beermann/Senst/unanimous) accepting the Ambulance Report.

3. Peterson reported on Administration and EDA activities. She reported there have been recent inquiries about city owned lots for sale. Peterson said the recent discussion of reviewing the Southside Second Addition Covenants has stalled with both boards. Peterson said Ambulance Director Rue recently inquired about property address requirements after an emergency response incident. A mailer was designed and sent for printing to request property owners place a visible address on the property structure. If the request doesn't help to have properties identified, the city can pass an ordinance enforcing address identification. Peterson said the code compliance group met to discuss the process of public nuisances. An RFP has been prepared for services and will be published. Peterson informed the council the attorney notified her the probation for the past kennel operator was ending soon. Brief deliberation on animal licensing and enforcement was held. Peterson stated few people take the initiative to license their animals even though there is an ordinance requiring it. The community center rental policy and agreement are being reviewed and updated to better protect the investment of the new improvements. Peterson pointed out there is an accumulation of items that have either unknown ownership or ownership of a past user of the facility that will need to be eliminated in order to pass the mock OSHA inspection with the LMC Safety Group. Lack of quorum has prevented EDA board meetings for February and March.

Motion/Second/Pass (Irlbeck/Beermann/unanimous) accepting the Administration/EDA Report.

4. Chief Hillesheim submitted a written report as he was not able to attend the meeting. The report indicated there were 7 calls for service in February.

Motion/Second/Pass (Senst/Beermann/unanimous) accepting the Police Report.

D) ORDINANCES & RESOLUTIONS

E) APPROVAL OF CLAIMS

1. The March 2021 Financial Report and Approval of Claims were presented for approval.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve the March 2021 Financial Report and authorize payment for checks #44932 - #44966, #592E – #608E and #501195 - #501222 in the amount of \$66,912.33. There was one (1) new vendor. A full report is available upon request.

III. PUBLIC HEARING

There was no public hearing.

IV. MAYOR & COUNCIL COMMUNICATIONS

A) Senst requested a quarterly wage and overtime report.

B) The compost site access and hours was deliberated. Peterson stated her and Thram have discussed multiple options to protect the site to be able to keep it open and offer the use of it to residents without fines and loss of permitted use which is state regulated.

V. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Senst/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Regular Meeting of the
Lamberton City Council • Electronic/Telephone
Community Center
April 12, 2021 – 7:00 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: M. Peterson, N. Anderson, J. Thram, R. Hillesheim and T. Neperman

A) Peterson requested to add the following items to the agenda:

1. 2B-6 Bollig, Inc. Engineering Presentation

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

II. CONSENT AGENDA & GENERAL BUSINESS

A) APPROVAL OF MINUTES

Motion/Second/Pass (Senst/Beermann/unanimous) to approve March 8, 2021 Regular City Council Minutes.

B) PETITIONS, REQUESTS & COMMUNICATIONS

1. Several nuisance complaints were acknowledged as received.

2. Zoning permits were presented for approval as follows:

- a. 203 Third Ave E – Lean-to storage shed

Motion/Second/Pass (Knutson/Irlbeck/unanimous) to approve Zoning Permit 2021-01 as presented.

3. Owen Todd, Bolton & Menk, was present to provide an update on the 2019-20 Infrastructure Project. Owen stated last November, it was reported to council the contractor requested the reduction of retainage to zero for the completion of the project, however, council and staff were not comfortable with that because of the lack of turf establishment so it was agreed upon to reduce the retainage to one and one-half percent (1½%) which is about \$60,000. This amount is about two and one-half to three times (2½-3%) the value of the work that is left. The contractor has been in town performing crabgrass control, seeding and filling in low areas. The condition of the turf establishment varies in different areas along the project route. Owen said the two-year (2) warranty period began five (5) months ago and the list of warranty issues continues to compile to ensure these issues are addressed. He encourages council and residents make sure staff is aware of the issues if not previously reported. The issue may not be addressed immediately, rather placed on a list so the contractor can allot time to return.

4. Personnel requests were presented for review.

Motion/Second/Pass (Senst/Irlbeck/unanimous) reducing Police Chief Hillesheim salary to \$15,000 annually and increase Officer Fenger salary to \$25,000 annually to more accurately represent the number of hours worked by each.

Motion/Second/Pass (Senst/Irlbeck/unanimous) authorizing the advertisement for a part-time police officer position recently vacated.

5. A letter of interest to purchase city owned property was acknowledged and will be discussed in closed session as allowed by Minn. Stat §13D.05.

6. Brian Bollig, Kris Ambuehl and Scott Kuhlman representing Bollig, Inc., an engineering & environmental company, gave a presentation on the services the company can provide to Lamberton. The presentation included the company overview, objectives, commitments and comprehensive solutions. Bollig, Inc. built a team that specializes in communities under 1,000 population to find an alternative way to understand the scope of a project, find

funding and use resources that smaller cities often do not have the staff to search for. Finding those resources for the development of a community is important to Bollig, Inc. The company representatives presented several diagrams and case studies of other communities they represent. Although an agreement is not necessary, Brian Bollig requested the City of Lambertton enter into a five (5) year task agreement for professional services for specific projects with each engagement being documented by a Task Order effective immediately. The agreement does not guarantee any task order will be pursued and can be terminated as per the terms of the agreement. After a question and answer session, more than one council member shared disappointment that a representative of Lambertton's current engineer firm, Bolton & Menk, vocally rallied against the potential \$40 million development project expansion of the Red Rock School District to our community.

Owen Todd, Bolton & Menk, stated past council was told of the funding opportunities; however, council declined to pursue because more money had to be spent to qualify for grant dollars. Owen further said their firm brought other funding ideas forward that were not pursued. Bill Helget, Bolton & Menk, told the current council of grant dollars secured on past projects and also gave an instance of grant dollars brought to council attention. Owen further asked for the same opportunity to give a similar presentation. As he thanked the council, he further reminded the council of the services which have been provided at no cost but could not comment on the mentioned Bolton & Menk representative rallying against a community development opportunity. When asked who helped secure the funding assistance for the City of Morgan, Bill Helget stated he performed the assistance to the City of Morgan and explained again, the overall cost of the project committed to by the city allowed for qualifying for grant funding. Past council was given a similar grant funding opportunity as that of Morgan as Bolton & Menk presented; however, chose to scale back the overall project which eliminated qualifying for such grant. Both firms thanked the council for the opportunity to represent Lambertton.

Motion/Second/Pass (Sik/Senst) to hire Bollig Inc. as the City Engineer. Those voting in favor were: Sik, Senst, Beermann and Irlbeck. Voting against Knutson. Motion carries.

C) REPORTS

1. Thram reported Central Park has been opened. There will be new basketball hoops installed soon and seeding of grass in certain areas of the park is necessary. Siding has been ordered to replace the existing siding on the shelters as necessary maintenance. Thram said discharging of the wastewater facility has commenced. Back fill and seeding will occur soon to the rights-of-way replaced during the 2020 Street Maintenance project where the curbs and gutters were replaced. As soon as weather allows, Kuhar Park will be opened and preparations for the swimming pool will start. It is anticipated to have the swimming pool ready for the full season. Clerk Peterson said the projected opening date is Friday, June 4, 2021.

Motion/Second/Pass (Irlbeck/Beermann/unanimous) accepting the Maintenance Report.

2. Chief Hillesheim indicated there were 24 calls for service in March. As the weather gets warmer, the department is responding to more criminal damage to property complaints as there has been graffiti and vandalism occurring. Chief asked the public to assist by watching for suspicious activity and don't hesitate to report it. He acknowledged the nuisance complaints and stated the department is handling them.

Motion/Second/Pass (Knutson/Senst/unanimous) accepting the Police Report.

3. Neperman reported the Fire Department will be performing a controlled burn of a house on Ilex St. this fall for as a training opportunity. Neperman is aware of the asbestos that is in the house as he has reviewed the report. Neperman is trained through other employment to take out small pieces of asbestos at a time and can perform the removal. He informed the council there would be a cost to fill the hole, remove the foundation and remove the ash, then the city could negotiate these costs and

the cost to obtain the land with the property owner as he understands the city had previously been interested in the land for future development.

Motion/Second/Pass (Irlbeck/Beermann/unanimous) supporting the cost of cleanup and negotiate obtaining the discussed land and accepting the Fire Department Report.

4. Peterson reported on Administration and EDA activities. She gave the council a status update on completion of the annual OSHA required training as requested. Peterson informed the council the city had now received \$16,528.30 for the contamination cleanup that was found during the 2019/20 Infrastructure Improvement Project from the Minnesota Commerce Department and thanked Tyler Boley from American Engineering Testing for assisting with the pursuit of this reimbursement. She informed the council the school has requested the city discuss future land use of the swimming pool land as they could be interested in obtaining the land should the city no longer have use for this land. Peterson said the American Legion Club has requested leasing or selling the land that houses the Veteran's Memorial Park. She has also been approached by more than one party interested in purchasing city owned land that can be discussed in closed session. The recent surplus property sale is complete with all items being sold. Peterson said she has received several nuisance ordinance violation complaints and continues to work with the police department to process these complaints. There was not an EDA meeting in March due to lack of a quorum. There are two (2) delinquent loans that she continues to monitor to give status reports to boards. Peterson said the city will be receiving funding in the form of the American Rescue Plan from the federal government. Although details of the funding are not complete, this funding will be like that of the CARES Act funding recently received. She said she will continue to follow updates and attend webinars and/or trainings to keep up on the reporting and requirements attached to this funding. Peterson said this funding was projected to be approximately between \$100-\$110 per capita and the allowable uses are for lost revenue to cities and infrastructure. Upon researching a zoning question, several passed resolutions were found to update the zoning map that had not been completed. The zoning map is now up to date reflecting the corrections. Thram and Anderson continue to pursue the FEMA recovery appeal. FEMA is requiring documentation that is very time consuming to locate and adheres to the format they require.

Motion/Second/Pass (Senst/Irlbeck/unanimous) accepting the Administration/EDA Report.

D) ORDINANCES & RESOLUTIONS

Motion/Second/Pass (Knutson/Beermann/unanimous) adopting the following Resolutions:

-2021-07 A Resolution Approving a Variance Request from Phillip & Dawn Davis for Construction of a Garage Located at 315 S Main St.

-2021-08 A Resolution Accepting Donations to the City of Lamberton

E) APPROVAL OF CLAIMS

1. The April 2021 Financial Report and Approval of Claims were presented for approval. Council reminded that we use local vendors when possible.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve the April 2021 Financial Report and authorize payment for checks #44967 - #45009, #609E – #628E and #501223 - #501241 in the amount of \$65,704.33. There was two (2) new vendors. A full report is available upon request.

III. PUBLIC HEARING

A) Mayor Sik opened the Public Hearing at 7:15 p.m. to give the public the opportunity to speak regarding a request from Phillip & Dawn Davis, 315 S Main St, for a variance to construct a garage that is currently not allowed per Lamberton Zoning Ordinance. If approved and all other conditions are met, the following would vary from the Zoning Ordinance:

1. Section 305.7 - Maximum ground coverage would exceed allowed 30%.
 2. Section 405.3 - Structure would exceed allowed five (5') foot setback from an adjoining lot.
- Mayor Sik closed the public hearing at 7:20 p.m. with no one from the public taking the opportunity to speak.

IV. MAYOR & COUNCIL COMMUNICATIONS

A) Peterson presented the council with meeting information for the upcoming Board of Appeal and Equalization meeting occurring on April 16, 2021 at 10:00 a.m.

V. CLOSED SESSION

A) Mayor Sik announced the meeting will move to closed session at 8:35 p.m. to determine asking price and develop offers for the sale of real property at 403 Third Ave W, 310 Sixth Ave W and 206/208 Main St S as allowed by Minn. Stat. §13D.05.

B) Mayor Sik ended the closed session at 9:00 p.m. and re-opened the regular April 12, 2021 meeting.

VI. ADJOURNMENT

Motion/Second/Pass (Beermann/Senst/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Regular Meeting of the
Lamberton City Council • Electronic/Telephone
Community Center
May 10, 2021 – 7:00 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: M. Peterson, N. Anderson, J. Thram, R. Hillesheim and A. Rue.

A) Peterson requested to add the following items to the agenda:

1. 2B-4g – Zoning Permit – 2021-08 – 709 S Fir St – lean-to addition to garage

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

II. CONSENT AGENDA & GENERAL BUSINESS

A) APPROVAL OF MINUTES

Motion/Second/Pass (Senst/Beermann/unanimous) to approve April 12, 2021 Regular City Council Minutes, April 12, 2021 City Council Closed Session Minutes, and January 11, 2021 EDA Board Minutes.

B) PETITIONS, REQUESTS & COMMUNICATIONS

1. There were no citizen complaints presented.

2. Mayor and Council appointments were presented for amendment.

Motion/Second/Pass (Beermann/Senst/unanimous) to approve amending the appointments to replace the City Engineer to Bollig, Inc.

3. Personnel requests were presented for review.

Motion/Second/Pass (Irlbeck/Senst/unanimous) accepting resignations from Darrell Knutson (Ambulance Driver) effective February 22, 2021; Paul Bellig (Ambulance Driver) effective April 26, 2021; and David Friedley (Firefighter) effective April 1, 2021.

Motion/Second/Pass (Senst/Knutson/unanimous) authorizing the hire of seasonal employees pending receipts of necessary documents and training and authorizing the City Clerk to assign the employee the starting wage from the 2021 Pay Structure upon documented proof of certification(s).

4. Zoning permits were presented for approval as follows:

- a. 2021-02 – 106 Main St S – Erect a gable roof
- b. 2021-03 – 704 S Elm St – Add storage shed
- c. 2021-04 – 310 Third Ave W – Install a fence
- d. 2021-05 – 209 9th Ave W – Replace and add to a deck
- e. 2021-06 – 107 Fourth Ave E – Construct a house
- f. 2021-07 – 501 Fourth Ave W – Install a patio
- g. 2021-08 – 709 S Fir St – Add a lean-to addition to garage

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve Zoning Permits 2021-02 thru 2021-08.

5. Information and quote were presented for a clear seal coat procedure using a product called RePlay®. To protect the investment of the newest roads, some type of a sealant or "coat" is recommended. The quote for the RePlay® procedure was received of Barga, Inc. Clerk Peterson was directed to invite the Barga, Inc. representative to the next council meeting to provide more detail and a demonstration of the product.

6. Minnesota Basic Code of Ordinance information was presented for information and review. Many City of Lamberton Ordinances are not up-to-date or in order. Codification of ordinances is the process recommended or a city can adopt the MBC (Minnesota Basic

Code). It was requested to provide more information for further research and budget for codification services next year.

7. The Code Compliance (Public Nuisance) Committee received requests for proposals for abatement services and recommend executing an agreement for services.

Motion/Second/Pass (Senst/Irlbeck/unanimous) authorizing the Mayor and Clerk to execute a Professional Service Agreement with Jason Fenger contingent on contract requirements within 30 days.

C) REPORTS

1. Thram reported Kuhar Park is now open and campers are using the park already. There will be a partial pond system discharge in May. Thram met with Bollig representatives to review priority needs, maps, systems, etc. During this visit, the sink holes around the catch basins in the Southside Second Addition were inspected and Bollig, Inc. has an idea to fix this for less cost and permanency. Thram said the new coating and paint at the swimming pool wintered well. There was a minor issue where the water was the shallowest and the outside layer of paint needed removed and replaced. The baby pool should be completed and Thram anticipates opening to be on track if the weather continues to cooperate. The plan is to hang banners, straighten some streetlights and re-stripe Main Street in the coming months. Thram was asked to contact the county about several potholes on Birch Street. A complaint had been received about the potholes on Seventh Street by the school. Thram has purchased asphalt millings and instead of patching the holes, he will be cutting them out so the repair lasts. Owen Todd, Bolton & Menk, has continued contact and an excellent relationship with city staff and is monitoring the boulevard condition from the 2019-2020 Infrastructure Project.

Motion/Second/Pass (Irlbeck/Beermann/unanimous) accepting the Maintenance Report.

2. Rue indicated recruitment efforts were underway and there were classes starting at the end of May in the area. She said the annual EMS Fundraiser would be held Tuesday, May 18 and she hopes everyone can attend.

Motion/Second/Pass (Senst/Knutson/unanimous) accepting the Ambulance Report.

3. Peterson reported on Administration and EDA activities for April. Other than routine duties, she shared: COVID-19 restrictions are being lifted and meetings will return to city hall next month; swimming pool operations setup and intake of new employees has been underway with a targeted opening date of June 4; no one from the public challenged their assessment during the Board and Equalization meeting held by Redwood County Assessor on April 16, 2021; Continues to follow the new funding called "American Rescue Plan"; Small Cities Development Program is ongoing and if anyone is aware of someone who could benefit from the owner-occupied forgivable loan to encourage them to apply; met with Bollig, Inc. representatives to review city financials and share other data needed that may assist them; performed sanitation services at city hall and community center in absence of custodian; correlation continued with Attorney Novak and Robin Weis to proceed with obtaining the Lamberton Meats Building; correlation with multiple individuals to correct a special assessment lien for two (2) parcels that were charged for sanitary sewer connections in error; budget review of expenditure trends in a couple departments.

Motion/Second/Pass (Senst/Beermann/unanimous) accepting the Administration/EDA Report.

4. Chief Hillesheim reported on calls for service in April. A test done on one of the tasers shows it is no longer operational. Quotes have been received and purchase will be underway. Hillesheim said there has been both resistance and compliance with the city ordinance violations. When asked about patrol, Chief stated they are doing the best they can. He said he has proactively been looking to hire another part-time officer to allow for patrol and the visibility of a police car.

Motion/Second/Pass (Knutson/Senst/unanimous) accepting the Police Report.

5. Fire Chief Neperman and Clerk Peterson reported on the fire department grants applied for and noted the confusing complexity of the paths to obtain those grants. Grant applications were submitted to assist with purchasing a rescue rig, PPE and a brush truck/grass rig.

Under conditions, USDA Rural Development Community Facility Grants have been approved in the amount of \$117,500 to purchase outdated fire department PPE (including self-contained breathing apparatus, boots, gloves, and NOMEX hoods) and a brush truck/grass rig.

A grant was also approved for \$50,000 from First Security Bank's L.A. Amundson Ohana Foundation.

A used rescue rig has been purchased. Of the planned or purchased equipment upgrades, \$167,500 will be paid from grants, \$20,000 from donations from the Fire Relief Association, and the remaining funds will come from the capital improvement fund.

D) ORDINANCES & RESOLUTIONS

Motion/Second/Pass (Irlbeck/Knutson/unanimous) adopting the following Resolution(s):

-2021-09 A Resolution Approving a Rezoning Request from Mark & Jan Benedict for Construction of a House located at 107 Fourth Ave W, Lamberton.

Motion/Second/Pass (Beermann/Senst/unanimous) adopting the following Resolution(s):

-2021-10 A Resolution Accepting Donations to the City of Lamberton

-2021-11 A Resolution Declaring Certain Property Surplus and Authorizing Sale

E) APPROVAL OF CLAIMS

1. The May 2021 Financial Report, Approval of Claims and 2021 Quarter 1 Cash Balance report were presented for approval.

Motion/Second/Pass (Senst/Knutson/unanimous) to approve the May 2021 Financial Report and authorize payment for checks #45010 - #45045, #629E - #644E and #501242 - #501262 in the amount of \$103,529.30. There was three (3) new vendors. A full report is available upon request.

III. PUBLIC HEARING

A) Mayor Sik opened the Public Hearing at 7:05 p.m. to give the public the opportunity to comment regarding a request from Mark & Jan Benedict, 107 Fourth Ave E, to change the zoning designation from a R-2 Multi Family Residential District to a R-1 Single Family District for Lots Sixteen (16), Seventeen (17) & Eighteen (18), Block 2 of the Lamberton and Syke's First Addition to allow for construction of a Single Family detached dwelling.

One (1) written opposition was acknowledged and discussed.

Mayor Sik closed the public hearing at 7:10 p.m. with no one from the public taking the opportunity to comment.

B) Mayor Sik opened the Public Hearing at 7:15 p.m. to give the public the opportunity to comment on the proposed application for a fire truck loan or grant from USDA Rural Development to purchase a fire truck.

Clerk Peterson and Fire Chief Neperman explained the application scope and process of this grant.

Mayor Sik closed the public hearing at 7:25 p.m. with no one from the public taking the opportunity to comment.

IV. MAYOR & COUNCIL COMMUNICATIONS

Council participation of OSHA safety training was discussed and supported.

V. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Special Emergency Meeting of the
Lamberton City Council • City Office
May 11, 2021 – 6:30 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, and T. Beermann. Absent: D. Knutson
Staff in Attendance: M. Peterson, C. Fenger

Motion/Second/Pass (Senst/Beermann/unanimous) to adopt the agenda as presented.

II. CONSENT AGENDA & GENERAL BUSINESS

A) PETITIONS, REQUESTS & COMMUNICATIONS

1. The resignation of Police Chief Robert Hillesheim was acknowledged. Sik said Hillesheim indicated he was being micromanaged by an individual councilman. Sik reminded all that an individual councilman should not be supervising or directing personnel, as that is a function of the council as a whole body. Sik said there was no affirmation from Hillesheim if an agreement could be reached under an alternative agreement.

Police department patrol was discussed. The public has questioned why they do not see patrol; however, the police do not patrol when the time allotment for them does not allow for it due to other duties that have taken priority.

Further discussion ensued regarding the limited, part-time license of our other peace officer, Chuck Fenger.

Motion/Second/Pass (Beermann/Senst) to accept the resignation of Robert Hillesheim effective May 31, 2021. Voting in favor: Beermann, Senst, Irlbeck. Voting against: Sik.

Discussion continued. In general, it is difficult to find a peace officer. Senst indicated Colby Davis is interested in serving Lamberton. Officer Fenger joined the meeting for input.

Fenger would like to continue serving Lamberton and offered suggestions.

Motion/Second/Pass (Beermann/Senst/unanimous) to advertise for a Police Chief until filled. Either full or part-time will be considered but must have full-time peace officer license.

III. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Special Emergency Meeting of the
Lamberton City Council • City Office
May 26, 2021 – 4:30 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, D. Knutson and T. Beermann.

Staff in Attendance: M. Peterson, C. Fenger, M. Hubin.

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

II. CONSENT AGENDA & GENERAL BUSINESS

A) PETITIONS, REQUESTS & COMMUNICATIONS

1. Mike Hubin was contacted and agreed to serve as Interim Police Chief that could continue long term as needed.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to hire Michael Hubin as Salaried Police Chief for \$15,000 annually.

Discussion continued regarding police department operation expectations and part-time employees.

B) ORDINANCES & RESOLUTIONS

***Motion/Second/Pass (Beermann/Knutson/unanimous) adopting the following Resolution(s):
-2021-12 A Resolution Accepting the Resignation of Employee***

III. ADJOURNMENT

Motion/Second/Pass (Beermann/Knutson/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Regular Meeting of the
Lamberton City Council • Electronic/Telephone
City Office
June 14, 2021 – 7:00 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: M. Peterson, N. Anderson, J. Thram, M. Hubin, C. Fenger and A. Rue.

Others in Attendance: Todd Lee and Duane Hooge.

A) Peterson requested to delete the following items to the agenda:

1. 2B-5 – Molly Peterson, MNRAAA - Age-Friendly Community Project

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to adopt the agenda as amended with deletion.

B) Oath of Office certification for Michael Hubin was acknowledged.

II. CONSENT AGENDA & GENERAL BUSINESS

A) APPROVAL OF MINUTES

Motion/Second/Pass (Knutson/Beermann/unanimous) to approve May 10, 2021 Regular City Council Minutes, May 26, 2021 Special Emergency City Council Minutes, March 4, 2021 Library Board Minutes and April 12, 2021 EDA Board Minutes.

Motion/Second/Pass (Irlbeck/Beermann) to approve May 11, 2021 Special Emergency City Council Minutes. Those voting in favor were: Irlbeck, Beermann, Knutson and Sik. Voting against: Senst. Motion carries.

B) PETITIONS, REQUESTS & COMMUNICATIONS

1. There were no citizen complaints.

2. The original air conditioning unit at the library has failed. This expenditure would meet the criteria to use the Capital Improvement Fund.

Motion/Second/Pass (Senst/Knutson/unanimous) to accept the quote of \$5,788.90 to replace the air conditioning unit at the library.

3. Todd Lee, Red Rock Central School District Superintendent, shared the ideas of where the school district is considering putting a new school and asked for city input or preference. Questions, answers and viewpoints were shared.

4. Duane Hooge, Barga, Inc. presented information on the sealant RePlay, which is a soybean-based plasticizer that is used to seal and preserve asphalt. Everyone stepped outside where the plasticizer was demonstrated. Having project funds remaining and knowing future preservation would be necessary, a quote to spray the product on the asphalt from the recent project route (Third and Fourth Avenue, Ash Street) was discussed. Bollig, Inc., City Engineer, provided a memo to compare pricing of other methods of asphalt preservation with a chip seal being comparable in price and anticipation of a fog seal to be less expensive. Barga, Inc. will honor the quote provided in May 2021 even though costs have gone up as inflation is on the rise.

Motion (Beermann) to accept the quote of \$61,880 as provided and authorize Barga, Inc. to do the work as specified.

Thram asked if we should pursue a revised quote to include the new asphalt installed on the 1000 block of Elm and the 600 and 700 blocks of Second Avenue.

Beermann recinded his motion.

Motion/Second/Pass (Beermann/Knutson/unanimous) to accept a revised quote to include an additional 5,000 square yards, if Barga, Inc. will honor the same price per square yard.

5. A request to place a stop sign was considered.

Motion/Second/Pass (Irlbeck/Knutson/unanimous) to place a lighted stop sign on the east side of Ash Street at the 1st Avenue East intersection.

6. A rental fee waiver request for the community center was considered for a community rummage sale with the proceeds being pledged to community center improvements.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to waive the community center rental fee to accommodate a community rummage sale from 9/17-9/27/2021.

7. Thram requested permission to use capital improvement funds to purchase a new low service pump, piping and valves for the water plant as we are currently down one pump.

The pumps supply water from the filter to the ground storage tank.

Motion/Second/Pass (Knutson/Senst/unanimous) to accept the quote of \$29,000 from Minnesota Pump Works to do the work as specified.

C) REPORTS

1. Thram reported Derek Stevenson has started for the season and has been busy mowing and will transition to the street sweeper as allowed. The swimming pool is up and running. The vendor has been contacted regarding a paint issue and the baby pool heating element has failed and is on order. Maintenance on the back park of Kuhar Park has commenced. The campground continues to remain close to capacity and with that brings additional maintenance/sanitation duties. A partial discharge was done at the ponds and if the hot weather continues, the discharge in the fall may not be necessary. Thram was asked about the additional meter and backflow preventer to monitor an outside source usage at the wellsite.

Motion/Second/Pass (Irlbeck/Senst/unanimous) accepting the Maintenance Report.

2. Rue indicated Cooper Sams Award Program service credits have been submitted to EMSRB for those eligible. She said day-time coverage has always been an issue and unless a solution is found, the ambulance will likely be taken out of day-time service this fall.

Motion/Second/Pass (Senst/Knutson/unanimous) accepting the Ambulance Report.

3. Peterson reported on Administration and EDA activities for May. Other than routine duties, she shared: the bond arbitrage (as required by law) is underway for the 2019-2020 bond; a reminder of the special June 23, 2021 meeting to refund the 2013B bond and tasks related to the refunding; H.R. functions and onboarding with new police chief is complete; distribution of budget request to department heads; coordination with UCAPP in regarding to the Small Cities Development Program; H.R. functions and assistance to pool manager in regards to swimming pool employment, swimming lessons, season passes and treasury tasks; tasks associated erroneous special assessment charges; continued following of the new funding called "American Rescue Plan". The EDA has voted to be the fiscal host for an Age-Friendly Community Project Grant and accepted a bid to demolish the locker plant contingent on asbestos abatement.

Motion/Second/Pass (Irlbeck/Knutson/unanimous) accepting the Administration/EDA Report.

4. Chief Hubin asked for any complaints or suggestions. Officer Fenger has changed the times when he is working/patrolling, so the police are seen. Hubin anticipates continuance as the chief, not just as interim chief. Discussion ensued hiring a part-time officer(s). It was stated this could alleviate some of the call and coverage time of Officer Fenger. Chief Hubin indicated Kyle Hubert has worked well for Westbrook and he lives close to Lamberton for quick response. **Motion/Second/Pass (Irlbeck/Senst/unanimous) authorizing the hire of Kyle Hubert at Step 1 (\$18.02 per hour) contingent on acceptance with starting date to be determined.**

Motion/Second/Pass (Knutson/Senst/unanimous) accepting the Police Report.

D) ORDINANCES & RESOLUTIONS

Motion/Second/Pass (Beermann/Senst/unanimous) adopting the following Resolution(s):

-2021-13 A Resolution Adopting Assessment

-2021-14 A Resolution Accepting Donations to the City of Lamberton

-2021-15 A Resolution Regarding Coverage in PERA Police and Fire Plan

-2021-16 A Resolution Approving Payment to M.R. Paving & Excavating, Inc.

-2021-17 A Resolution to Accept the Coronavirus Local Fiscal Recovery Fund Established under the American Rescue Plan Act

E) APPROVAL OF CLAIMS

1. The June 2021 Financial Report and Approval of Claims were presented for approval. ***Motion/Second/Pass (Senst/Beermann/unanimous) to approve the June 2021 Financial Report and authorize payment for checks #45046 - #45093, #645E – #665E and #501262 - #501294 in the amount of \$94,233.19. There was one (1) new vendor. A full report is available upon request.***

III. PUBLIC HEARING

A) Mayor Sik opened the Public Hearing at 7:20 p.m. to give the public the opportunity to comment on the proposed assessment for the 2019-2020 infrastructure improvements that effect two (2) parcels of land that had erroneous assessments placed on them as adopted on April 8, 2019. Mayor Sik closed the public hearing at 7:23 p.m. with no one from the public taking the opportunity to comment.

IV. MAYOR & COUNCIL COMMUNICATIONS

A) It was mentioned to include \$10,000 for the Lamberton 150th Sesquicentennial Anniversary Celebration in the budget.
B) Discussion of a shared water line and a legal agreement to use the shared water line pending future development was discussed.

V. ADJOURNMENT

Motion/Second/Pass (Beermann/Senst/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Special Meeting of the
Lamberton City Council • Electronic/Telephone
City Office
June 23, 2021 – 4:30 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: D. Irlbeck, J. Senst, T. Beermann, and D. Knutson. Sik was present intermittently for part of the meeting electronically.

Staff in Attendance: M. Peterson and N. Anderson.

Others in Attendance: Jessica Green.

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to adopt the agenda as presented.

II. CONSENT AGENDA & GENERAL BUSINESS

A) PETITIONS, REQUESTS & COMMUNICATIONS

1. 1. Jessica Green, Northland Securities, presented the Bond Sale Summary from the \$1,720,000 General Obligation Refunding Bonds, Series 2021A bond sale. The bond proceeds will be used to refund the City's General Obligation Refunding Bonds, Series 2013B for cashflow savings average of \$9,402.82 annually or \$188,048 over the life of the bonds. The bond will be structured to result in relatively level annual savings and annual debt service payments, which is similar to the original structure of the 2013B Bonds. The sale was negotiated with the non-rated bonds being underwritten by Northland Securities, Inc.

B) ORDINANCES & RESOLUTIONS

Motion/Second/Pass (Knutson/Beermann) adopting the following Resolution 2021-18 A Resolution Relating to \$1,720,000 General Obligation Refunding Bonds, Series 2021A. Those voting in favor were Knutson, Beermann, Senst and Irlbeck. Sik abstained. Motion carries.

III. ADJOURNMENT

Motion/Second/Pass (Beermann/Senst/unanimous) to adjourn the meeting. Acting Mayor Irlbeck declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Regular Meeting of the
Lamberton City Council • Electronic/Telephone
City Office
July 12, 2021 – 7:00 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: M. Peterson, N. Anderson, J. Thram, C. Fenger and A. Rue.

Others in Attendance: Owen Todd, Bolton & Menk.

A) Peterson requested to delete the following items to the agenda:

1. 5A – Closed session to determine asking price and/or develop offers for the sale of real property located at 212 Main St S in lieu of demolition.

Motion/Second/Pass (Knutson/Irlbeck/unanimous) to adopt the agenda as amended with deletion.

II. CONSENT AGENDA & GENERAL BUSINESS

A) APPROVAL OF MINUTES

Motion/Second/Pass (Senst/Knutson/unanimous) to approve June 23, 2021 Special City Council Minutes, May 6, 2021 Library Board Minutes and May 10, 2021 EDA Board Minutes.

Motion/Second/Pass (Irlbeck/Beermann) to approve June 14, 2021 Regular City Council Minutes. Those voting in favor were: Irlbeck, Beermann, Knutson and Sik. Abstaining: Senst. Motion carries.

B) PETITIONS, REQUESTS & COMMUNICATIONS

1. A citizen complaint was received regarding a few things. The police will address the biker, traffic complaints and animal control. The condition of the sidewalks on Main Street was discussed. Council requested staff to investigate. Discussion was held regarding police response to rental property and the potential need for an ordinance regulating conduct on rental housing.

2. Clerk Peterson informed council the EDA Board will be meeting with a party interested in the Lamberton Meats Building.

3. A request to waive swimming pool admission was considered.

Motion/Second/Pass (Senst/Beermann/unanimous) to waive swimming pool admission fees on August 10, 2021 for the pool committee burger and movie fundraiser from 3-9 p.m.

4. Personnel requests were presented for consideration.

Motion/Second/Pass (Senst/Irlbeck/unanimous) authorizing the hire of Joel DeMuth (Volunteer Firefighter) for allocation by piece effective July 12, 2021 and accepting resignation of Anthony Sauer (Ambulance EMT) effective July 9, 2021.

5. There were no Zoning Permits applied for.

C) REPORTS

1. Thram reported stop sign has been ordered, he's received some complaints about the street sweeper not running on the south ends of grove and hemlock streets. This is because of the condition of these streets. Compost Site has been burned and cleaned up. There is a leak underneath the baby pool and it will need to be addressed after the season. There was discussion about the condition of the sidewalks on Main St. Thram informed the council of his plan to remove/replace the overgrown/dead trees on Main Street with trees more appropriate for the location.

Motion/Second/Pass (Beermann/Knutson/unanimous) accepting the Maintenance Report.

2. Rue indicated there are 17 crew members currently and day shift coverage continues to be a struggle. She has reached out to past members to seek interest in coming back as

casual status. Recruitment and classes are anticipated for September. The crew will take part in the Watermelon Days parade and have an extrication training on Wednesday evening.

Motion/Second/Pass (Irlbeck/Senst/unanimous) accepting the Ambulance Report.

3. Peterson reported on Administration and EDA activities for June. Other than routine duties, she shared and reported on: bond arbitrage (as required by law) is complete for the 2019-2020 bond with no yield restriction or rebate liability existing; coordination of the Age-friendly community project and community leadership team continues; she is continuing to follow ARPA (American Rescue Plan) funding updates, it appears the water plant pump and piping, the additional well meter and backflow preventer and a monitor/defibrillator for the ambulance are allowed uses of the ARPA (American Rescue Plan) funding, but Peterson will continue to monitor; coordination with UCAPP in regarding to the Small Cities Development Program; coordination and collaboration with bond refunding; PERA training webinar attendance; preparation of fire department grain tube grant request; preparation of fire department training reimbursement; collaboration with a party interested in Lamberton Meats Building; and Jason Fenger has withdrawn from the Professional Service Agreement to abate code compliance.

Peterson said the fire department training burn for the house located at 208 Ilex Street will commence in August and she has contacted Novak Law in regard to taking possession of the property. She indicated there has been an inquiry for the unattached garage but at this time does not know the condition of it

Motion/Second/Pass (Knutson/Senst/unanimous) accepting the Administration/EDA Report.

4. Officer Fenger presented the police report prepared by Chief Hubin. There were 13 calls for services and several junk yard complaints. Fenger said Hubin continues to seek part-time help or a FT Chief. Fenger said he has been working with a few individuals regarding public nuisance violations. Fenger further acknowledged complaints received regarding dirt bikes, 4-wheelers and underage driving.

Motion/Second/Pass (Knutson/Irlbeck/unanimous) accepting the Police Report.

D) ORDINANCES & RESOLUTIONS

1. Owen Todd, Bolton & Menk explained the process for closing out the street project with Dunnick as well as the warranty period.

Motion/Second/Pass (Irlbeck/Senst/unanimous) adopting the following Resolution(s):

-2021-20 A Resolution Ending the 2020 COVID-19 Declaration of Emergency and Rescinding 2020 Resolutions and Authorizations in Reference to the Emergency

-2021-21 A Resolution Accepting Donations to the City of Lamberton

-2021-22 A Resolution Declaring Certain Property Surplus and Authorizing Sale and/or Disposal Thereof

-2021-23 A Resolution Regarding Coverage in PERA Police and Fire Plan

E) APPROVAL OF CLAIMS

1. The June 2021 Financial Report and Approval of Claims were presented for approval.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to approve the July 2021 Financial Report, Quarter 2 2021 Cash Balance Report and authorize payment for checks #45094 - #45144, #666E - #688E and #501295 - #501329 in the amount of \$313,062.88. There were six (6) new vendors. A full report is available upon request.

III. PUBLIC HEARING

There was no public hearing.

IV. MAYOR & COUNCIL COMMUNICATIONS

A) Information regarding remote meeting participation and meetings conducted by interactive TV was distributed and discussed.

B) Notice of Lamberton advancing in Congressionally Directed Spending for extension of city water and sewer to the Industrial Park was distributed.

C) Additional discussion was held regarding the sidewalks on main street. It was discussed that the sidewalks are the responsibility of the property owner as they are a public right-of-way. Options were discussed on how to work with the property owners to ensure the sidewalks are properly maintained.

V. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Senst/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Regular Meeting of the
Lamberton City Council • Electronic/Telephone
City Office
August 9, 2021 – 7:00 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: N. Anderson, J. Thram, C. Fenger, M. Hubin and A. Rue.

Others in Attendance: John Valentin, Jay Geske, Clint Lingle, Brian Keairnes, Matt Grunewald & Jadell Morales.

Motion/Second/Pass (Irlbeck/Knutson/unanimous) to adopt the agenda.

II. CONSENT AGENDA & GENERAL BUSINESS

A) APPROVAL OF MINUTES

Motion/Second/Pass (Beermann/Sik/unanimous) to approve July 12, 2021 City Council Minutes and June 14, 2021 EDA Board Minutes.

B) PETITIONS, REQUESTS & COMMUNICATIONS

1. No Citizen Complaints were discussed.

2. Lamberton Historical Society – William Schaffran

The Historical Society has requested the city assist with advertising cost for the Hot Iron Days community celebration.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to Approve donating up to \$750.00 to the Lamberton Historical Society for the 2021 Hot Iron Days Community Celebration.

3. Request for Council Action

a) Removal of bump-outs at intersection of Main St. & Second Ave.

Discussion ensued regarding the removal of the bump-outs at the intersection of Main St. and Second Avenue. Snow removal and sweeping operations would be more effective and efficient with the bump-outs removed. Concerns were raised about no longer having the trees, placement of the bike racks, tree roots damaging infrastructure and ADA compliance of sidewalks.

Motion/Second/Pass (Senst/Knutson). Those voting in favor were: Senst, Knutson, Beermann, and Irlbeck. Voting against: Sik. Motion carries.

b) Baby Pool Repair/Enhancement

Thram stated there is an issue with the main line under the baby pool leaking. There is a water line buried under the cement to add a water feature amenity and while this is dug up, it would be the ideal time to add that feature. Cost was discussed. Thram will contact the Pool Committee for possible contribution and gather additional information to revisit the request.

5. FEMA Spring 2019 Disaster Recovery – Appeal Determination

Thram & Anderson gave council update on status of the Application for Disaster Recovery Funds and recommended no further appeal.

C) REPORTS

1. MAINTENANCE – Thram reported the low service pump scheduled for replacement went down but he was able to get it going again. He has plans for workarounds if the pump fails before it is replaced. Thram introduced a letter received from the MN DNR about water conservation. Alternate days watering was discussed and Thram will contact homeowners with sprinkler systems about water conservation. The storm retention pond leaving water in the catch basins and edge drains over the winter causing freeze/thaw issues and damaging piping and streets in the Southside Addition issue has been identified as incorrectly

engineered and is being repaired. Kuhar Park has been busy the entire season and Thram has received numerous requests for additional camping locations. The possible addition of additional sites was discussed.

Motion/Second/Pass (Senst/Irlbeck/unanimous) accepting the Maintenance Report.

2. AMBULANCE – Rue reported the ambulance participated in the Watermelon Days parade. The Ambulance Service is also recruiting hard as they are planning an EMT Class in the end of September. Nights and Weekends are being covered but daytime coverage is still a struggle and we have needed to call out-of-service. Rue discussed the Delta variant of Covid-19 and possible future mandates of vaccination. She was uncertain what percentage of the crew is currently vaccinated because it has not been required to track this information.

Motion/Second/Pass (Irlbeck/Senst/unanimous) accepting the Ambulance Report.

3. ADMINISTRATION – No report was given.

4. POLICE DEPT – Chief Hubin presented the police report. Discussion on lodging licensing and increased call volume from Valley View Apartments was discussed with the possibility of managing issues by ordinance. Chief Hubin asked the council for permission to hire two additional patrol officers and stated they are asking for \$20 per hour. Adjusting police salaries and hours of patrol was discussed with qualms of sticking to the budget and pay structure.

Motion/Second/Pass (Knutson/Senst) to Approve hiring Bostyn Thompson and Andrew Messner at \$20/hr and increase officer Hubert to \$20/hr. Those voting in favor: Senst, Knutson, Beermann, and Irlbeck. Sik abstained. Motion carried.

When asked on status of the nuisance properties, Officer Fenger stated he has been working with the residents and is looking into finding someone to abate the properties that have not yet been cleaned up.

Motion/Second/Pass (Knutson/Beermann/unanimous) accepting the Police Report.

5. LIBRARY – No report was given.

6. FIRE DEPT – No report was given.

D) ORDINANCES & RESOLUTIONS

Motion/Second/Pass (Senst/Knutson/unanimous) adopting the following Resolution(s):

-2021-24 A Resolution Accepting Donations to the City of Lambertton

-2021-25 A Resolution Approving Purchase of Property

E) APPROVAL OF CLAIMS

1. The August 2021 Financial Report (July 2021 Transactions) and Approval of Claims were presented for approval.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve the August 2021 Financial Report and authorize payment for checks #45145 - #45178, #689E – #702E and #501330 - #501376 in the amount of \$74,554.40. There were three (3) new vendors. A full report is available upon request.

III. PUBLIC HEARING

Mayor Sik opened the public hearing to allow public comment to the variance application received of Jadell Morales from Section 405.5 of the Lambertton Zoning Ordinance regarding fence setback being less than 3 feet from all lot lines of adjoining lots. Brian Kearines (with Jay Geske & Clint Lingle) expressed the opinion that the ordinance be enforced without variance. John Valentin expressed that he has no issue with granting a variance. Matt Grunewald stated Redwood Electric Coop (REC) is concerned about access to the powerlines as they have an easement for maintenance. REC is not objecting to the variance, but they are concerned about access to their equipment. Morales expressed her thoughts on rules of a neighboring town, belief of non-compliance of other fences in town and the necessity of updating the ordinance. Council discussed not being able to vote favorable for a variance with the opposition and concerns stated. Mayor Sik closed the public hearing after all comments were heard with no motion being made.

IV. MAYOR & COUNCIL COMMUNICATIONS

A) Information regarding Tobacco Free Parks & Recreation Areas from A Healthier Southwest was distributed to the council and discussed.

V. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Senst/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor

Minutes for a Regular Meeting of the Lamberton City Council

City Hall/Electronic/Telephone • Monday, September 13, 2021 • 7:00 P.M.

(UNOFFICIAL UNTIL COUNCIL APPROVED)

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: N. Anderson, J. Thram, C. Fenger, M. Hubin, T. Neperman and A. Rue.

Motion/Second/Pass (Knutson/Beerman/unanimous) to adopt the agenda as ammended.

2. CONSENT AGENDA & GENERAL BUSINESS

A. Approval of Minutes

1. August 9th, 2021 - Regular City Council Meeting

Motion/Second/Pass (Beermann/Senst/unanimous) approving minutes.

B. Petitions, Request, Communications

1. Citizen Complaints

Council discussed complaint regarding Semi & Trailer parking on the 200 Block of Douglas St.

2. Zoning Permits/Variance Requests

- a. 2021-09 – 202 S Main St. – Building Permit

Motion/Second/Pass (Senst/Knutson/unanimous) approving permit.

- b. 2021-10 – 202 S Elm St. – Building Permit

Permit Tabled pending clarification of location of steps.

- c. 2021-11 – 26255 US Hwy 14 – Building Permit

Motion/Second/Pass (Senst/Knutson/unanimous) approving permit.

3. Request for Council Action

- a. Truth-N-Taxation Public Hearing

Mayor Sik announced Truth-n-Taxation hearing for Dec 13, 2021 @ 7:15 PM at City Hall

- b. Personnel - David KelseyBassett, Julie Senst & Madonna Peterson

Motion/Second/Pass (Knutson/Sik/unanimous) accepting resignations of David KelseyBassett, Julie Senst & Madonna Peterson.

- c. Police Dept – Purchase Firearms & Accessories

Chief Hubin explained Firearm would be used by part-time officers in their performance of their duties. Existence of a previous firearm was discussed, but it was deemed obsolete.

Motion/Second/Pass (Knutson/Irlbeck/unanimous) approving purchase of a Police Department Firearm & Accessories

- d. Fiscal Host for Southwest MN Arts Council Grant

Council Discussed and decided Table this request allowing the Commercial Club to host this.

- e. Denial of Variance

The council must either approve or deny the Jadell Morales variance request from last month.

- f. Approving Property for Tax Forfeiture

Motion/Second/Pass (Irlbeck/Beermann/unanimous) approving Tax Forfeiture of Property.

- g. Assignment Agreement for Arbitrage Services

Motion/Second/Pass (Senst/Beermann/unanimous) accepting the assignment agreement for Arbitrage Services.

- h. 2021 Proposed Tax Levy (Payable in 2022)

Discussion regarding the city's financial position and future expectations resulted in deciding on setting the Preliminary Tax Levy at a 7% increase.

- i. Novak Law – Conflict of Interest Wavier

Motion/Second/Pass (Senst/Beermann/unanimous) waiving a conflict of interest regarding an Ambulance Agreement between the Cities of Lamberton and Wabasso.

C. Department Reports (if any)

1. Maintenance Department

Supervisor Thram presented his department report and discussed updates at the water plant. Maintenance issues related to the swimming pool were also discussed.

Motion/Second/Pass (Knutson/Senst/unanimous) accepting the Maintenance Department Report.

2. Ambulance Department

Director Rue presented her department report and discussed agreements with Wabasso & Westbrook for providing ambulance coverage during the day M-F. Recruiting was also discussed.

Motion/Second/Pass (Knutson/Irlbeck/unanimous) accepting the Ambulance Report.

3. Administration/EDA Department

No report given.

4. Police Department

Chief Hubin presented his department report. Issues with Hot Iron Days were discussed. Possibility of a full time Chief and its impact on the budget was discussed.

Motion/Second/Pass (Irlbeck/Knutson/unanimous) accepting the Police Department Report.

5. Library

No report given.

6. Fire Department

Chief Neperman updated the council on getting the Rescue Rig placed in service, the progress on the new Grass Rig/Brush Truck that is being built/configured and the SCBA Replacement project progress. He also discussed the recent training burn.

Motion/Second/Pass (Irlbeck/Beermann/unanimous) accepting the Fire Department Report.

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

Motion/Second/Pass (Senst/Irlbeck/unanimous) accepting resolutions 2021-26 through 2021-31.

1. 2021-26 A Resolution Approving payment to Duinick #9
2. 2021-27 A Resolution Denying a Variance from Jadell Morales
3. 2021-28 A Resolution Regarding Coverage in PERA Police and Fire Plan
4. 2021-29 A Resolution Regarding Coverage in PERA Police and Fire Plan
5. 2021-30 A Resolution Accepting Donations to the City
6. 2021-31 A Resolution Adopting 2021 Preliminary Levy

E. August 2021 Financial Report, Approval of Claims

Motion/Second/Pass (Senst/Knutson/unanimous) accepting the August 2021 Financial Report and Approval of Claims.

3. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Letter from Justin Thram

Council & Justin discussed the method of making the pay rate decision at the August City Council Meeting.

B. Aging Committee

EDA Request to allow the Aging Committee to solicit bids for updating the bathrooms at the community center.

Motion/Second/Pass (Sik/Senst/unanimous) allowing the obtaining of bids.

4. ADJOURNMENT

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

Minutes for a Special Meeting of the Lamberton City Council

City Hall/Electronic/Telephone • Monday, September 27, 2021 • 4:30 P.M.

(UNOFFICIAL UNTIL COUNCIL APPROVED)

1. CALL TO ORDER

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: N. Anderson

Others in Attendance: Matt Novak

Motion/Second/Pass (Irlbeck/Knutson/unanimous) to adopt the agenda.

2. GENERAL BUSINESS

A. City Clerk Position Posting

1. Job Description

Matt Novak discussed the requirements of the position and gave insight to the process of hiring a City Clerk/Treasurer/Administrator with regards to procedure. Council reviewed and discussed the job description choosing to make no changes.

2. Wage Range

Council reviewed the position's wage scale choosing to make no changes.

3. Application Deadline

Council discussed the posting language and requirements of the position as laid out below:

Job Opening: City Clerk/Treasurer/Administrator

The City Clerk/Treasurer/Administrator serves as City's statutory Clerk and Treasurer and performs duties as Chief Administrative Officer for the City. This position performs complex executive work planning, organizing, directing, and coordinating City government operations, and is responsible for setting policies and goals under administrative oversight of the Lamberton City Council.

Preferred candidates will possess a bachelor's degree in public administration or a related field, and relevant work experience in administration, finance, or public sector positions. Candidates must possess strong financial skills, demonstrate strong communication skills, possess positive organizational and supervisory management skills, and be able to effectively communicate and maintain positive relationships with the city council, city employees, and community members. The ideal candidate should be willing to reside within a reasonable distance from the community of Lamberton. Salary is regionally competitive and commensurate with experience.

Application deadline for this position is Monday, October 25, 2021 at 4:30 PM. To apply, mail a cover letter, current resume, college transcript, and 3 letters of recommendation pertinent to this position to: City of Lamberton, ATTN: City Clerk Position, PO Box 356, Lamberton, MN 56152

Council discussed the timeline for accepting applications and reviewing applicants. Council decided on an Application Deadline October 25, 2021 @ 4:30 PM and requested a special meeting for October 26, 2021 @ 4:30 PM to review applications.

Motion/Second/Pass (Senst/Beermann/unanimous) approving posting position on LMC and local papers.

3. ADJOURNMENT

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

Minutes for a Regular Meeting of the Lamberton City Council

City Hall/Electronic/Telephone • Monday, October 12, 2021 • 7:00 P.M.

(UNOFFICIAL UNTIL COUNCIL APPROVED)

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: N. Anderson, J. Thram, C. Fenger and A. Rue.

Others in Attendance: Jadell Morales, Members of Lamberton Church of Christ

Additions to Agenda: Resolution 2021-37

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

2. CONSENT AGENDA & GENERAL BUSINESS

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

1. September 13, 2021 – Regular City Council Meeting
2. September 27, 2021 – Special City Council Meeting
3. July 12, 2021 – Regular EDA Meeting

Motion/Second/Pass (Knutson/Senst/unanimous) to adopt Sept 13, Sept 27 & July 12 minutes.

B. Petitions, Request, Communications

1. Citizen Complaints

Jadell Morales notified the council that a neighbor had threatened her, the council responded that this is a police matter and she should contact them in regards to this issue. Council also reviewed complaints submitted in September.

Sandy Decock had questions about what is going on with the Lamberton Meats building and the shared water supply line connecting to her building. Council let Sandy know that the EDA is in discussions with a prospective business to move into the Lamberton Meats building, but everything would be done to preserve the water line supplying her building.

2. Zoning Permits/Variance Requests

a. 2021-10 – 202 S Elm St. – Church of Christ – Updated

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to approve Building Permit 2021-10.

b. 2021-12 – 101 S Main St. – Lamberton Lanes

Motion/Second/Pass (Knutson/Irlbeck/unanimous Sik abstain) to approve Building Permit 2021-12.

3. Request for Council Action

a. 2011 SCDP Grant - Satisfaction of Mortgage

Council Reviewed Resolution 2021-34.

b. 2022 Health Insurance

Council reviewed updated costs for employee health insurance noting the rates had decreased slightly.

Motion/Second/Pass (Irlbeck/Knutson/unanimous) to approving the plan and costs as laid out.

c. Assistant Clerk

Council asked questions regarding the position/job description and if Nick would be interested in being Acting Clerk. Council decided to table the request.

d. Red Rock Central – Land Purchase Request

Council responded that the city is open to selling land to RRC but needs more information before making a definite commitment.

4. OTHER ITEMS

a. Surplus Property Bid – 310 6th Ave W

Council reviewed and discussed bid and requested modification to the development agreement.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to accepting the bid and beginning the process.

C. Department Reports (if any)

1. Maintenance Department

Thram discussed patching of streets, sweeping of streets (leaves) and upcoming hydrant flushing. Council discussed citizen complaint regarding deteriorating sidewalks along main street in the 500 block. It was decided that the hazard would be handled via ordinance violation process.

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to accepting the Maintenance Report

2. Ambulance Department

Rue discussed the newspaper article and attempts to recruit for additional members. Three people will be starting the EMT class this month. Daytime coverage agreements with Wabasso and Westbrook are working well.

Motion/Second/Pass (Beermann/Knutson/unanimous) to accepting the Ambulance Report

3. Administration/EDA Department

4. Police Department

Council reviewed the submitted report. Officer Fenger updated council on investigations and the status of Valley View Apartments and how Springfield was handling VRBO's. Fenger also discussed the lack of a fine schedule for city ordinance violations. Issues with the abatement process, campers parked on city streets and dogs & cats at large were also discussed.

Motion/Second/Pass (Irlbeck/Senst/unanimous) accepting the Police Report

5. Library

Council reviewed the submitted report.

Motion/Second/Pass (Senst/Knutson/unanimous) accepting the Library Report

6. Fire Department

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

1. 2021-32 A Resolution Approving 2021 Budget Interfund Transfers

2. 2021-33 A Resolution Approving 2021 Budget CIP Transfers

3. 2021-34 A Resolution Approving the Execution of a Satisfaction of Mortgage in Relation to 2011 SCDG

4. 2021-35 A Resolution Approving Variance for Church of Christ

Motion/Second/Pass (Knutson/Irlbeck/unanimous) to approve Resolution 2021-35.

5. 2021-36 Accepting Donations to the City of Lambertton

6. 2021-37 Designation of a No Parking Zone

Council discussed the effects of making a no parking zone in front of the blacksmith shop.

Council decided to table the resolution pending discussion with the Fire Chief.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve Resolutions 2021-32, 2021-33, 2021-34 and 2021-36

E. September 2021 Financial Report, Q3 Cash Balance Report & Approval of Claims

Motion/Second/Pass (Irlbeck/Senst/unanimous) to approve the Financial & Cash Balance Report

3. PUBLIC HEARINGS

A. 7:15 p.m. Variance Request – 202 S Elm St – Church of Christ

Church of Christ representative discussed the project and the need for a variance to construct a Handicapped Ramp for access to their church. Council asked questions about placement of structure and its relation to sidewalks and utilities

1. Variance Response received

Council discussed response.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. VRBO/Short Term Lodging – Springfield, MN

This was discussed during the police department report.

B. 2022 Budget Update

Anderson explained the current progress in setting the final budget.

C. MN Dept of Health – Violation Notice

Thram explained the reason for the violation notice.

D. Library Budget Update

Anderson explained concerns about the status library's current budget. Council discussed options for dealing with this issue. Knutson will be reaching out to the library director.

5. ADJOURNMENT

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

Minutes for a Special Meeting of the Lamberton City Council

City Hall/Electronic/Telephone • Tuesday, October 25, 2021 • 4:30 P.M.

(UNOFFICIAL UNTIL COUNCIL APPROVED)

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, T. Beermann, and D. Knutson.

Staff in Attendance: N. Anderson

Motion/Second/Pass (Knutson/Irlbeck/unanimous) to adopt the agenda.

2. GENERAL BUSINESS

A. City Clerk Position Posting

1. Review Applications/Interest

Two parties expressed interest in the position, however there were no applications received.

2. Reposting Adjustments/Alternatives

Council Discussed salary and where we are posting the opening. The council decided to advertise salary as "Negotiable" and expand the posting to additional outlets. Council also discussed the possibility of using a hiring firm to fill this position, deciding to see where we're at after this next round of posting.

3. Update Timelines

Council Discussed timelines deciding to post the position for another month.

Motion/Second/Pass (Irlbeck/Beermann/unanimous) setting an application deadline of November 29, 2021 and set a Special Council Meeting for November 29, 2021 at 4:30 PM to review applications.

3. ADJOURNMENT

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

Minutes for a Regular Meeting of the Lamberton City Council

City Hall/Electronic/Telephone • Monday, November 8, 2021 • 7:00 P.M.

(UNOFFICIAL UNTIL COUNCIL APPROVED)

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: N. Anderson, J. Thram, A. Vogel

Others in Attendance: Jadell Morales, Members of Lamberton Church of Christ

Additions to Agenda: Dept Head Report, Resident Complaint, Resolution 2021-39 & Resolution 2021-40

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

2. CONSENT AGENDA & GENERAL BUSINESS

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

1. September 9, 2021 - Library Board Minutes
2. September 13, 2021 - EDA Board Minutes
3. October 12, 2021 - Regular City Council Minutes
4. October 26, 2021 - Special City Council Minutes

Motion/Second/Pass (Senst/Knutson/unanimous) to adopt Sept 9, Sept 13 & October 12 & October 26 Minutes.

B. Petitions, Request, Communications

1. Citizen Complaints

Council acknowledged complaints.

2. Zoning Permits/Variance Requests (if any)

a. Building Permit Application 2021-13 – Matt Lenning

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve Building Permit 2021-13.

3. Request for Council Action (if any)

a. RCA – 2022 Liquor License Applications

Motion/Second/Pass (Beermann/Senst/unanimous Sik Abstain) to approve 2022 Liquor Licenses for Lamberton Lanes, Lamberton Legion & LJ's on Main.

b. RCA – EDA Board Member Appointment

Motion/Second/Pass (Senst/Irlbeck/unanimous) to appoint Penny Mattison to the Lamberton EDA Board.

c. RCA – Library Aide

Motion/Second/Pass (Knutson/Senst/unanimous) to advertise to fill the vacant Library Aide Position.

d. RCA – Library Board Vacancies

Motion/Second/Pass (Senst/Beermann/unanimous) to advertise to fill Library Board Vacancies.

e. RCA – Library Entrance Update – Railing

Motion/Second/Pass (Irlbeck/Beermann/unanimous) to accept donation and installation of handrail to the Library's Main Entrance.

f. RCA – Assistant Clerk

Motion/Second/Pass (Sik/Knutson/unanimous) to approve a \$500/month stipend retroactive to Nick assuming clerk duties.

g. RCA – No Parking Zone on 2nd Avenue - Council discussed the addition of a no overnight parking zone on 2nd Avenue from Douglas St east the the Alley.

4. Bollig Engineering

- a. Task Order #2 - Kris Ambuehl (Bollig Engineering) talked to the council about the status of grants they are pursuing and the need for developing a preliminary engineering report & environmental report. Kris also answered various questions posed by the council.

Motion/Second/Pass (Knutson/Beermann/unanimous)

C. Department Reports (if any)

1. Maintenance Department - Thram discussed the status of the maintenance department and preparations for winter. Senst asked what could be done about safety of children playing on Main Street. Options were discussed and the council asked Thram to install a "Children at Play" sign. Council also discussed the hours of the yard-waste/compost site deciding to make no changes.

Motion/Second/Pass (Irlbeck/Senst/unanimous) accepting the Maintenance Department Report.

2. Ambulance Department

No Ambulance Report was given.

3. Administration/EDA Department – Anderson updated the council on work being done in the office, EDA Loans, and Property Sale.

Motion/Second/Pass (Senst/Irlbeck/unanimous) accepting the Administration Report.

4. Police Department – Council reviewed the written report submitted by Chief Hubin.

Motion/Second/Pass (Senst/Knutson/unanimous) accepting the Police Dept Report.

5. Library – Vogel informed the council about the recent successful movie night and ongoing programs. Council stressed the need for departments staying within their budget.

Motion/Second/Pass (Beermann/Irlbeck/unanimous) accepting the Library Report.

6. Fire Department

No Fire Dept Report was given.

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

1. 2021-37 A Resolution Designating a No Overnight Parking Zone
2. 2021-38 A Resolution Certifying Unpaid Charges
3. 2021-39 A Resolution Approving Transfer of Unused Bond Proceeds.
4. 2021-40 A Resolution Approving Sale of City Property

Motion/Second/Pass (Irlbeck/Senst/unanimous) accepting Resolutions 2021-37, 2021-38, 2021-39 & 2021-40.

E. November 2021 Financial Report, Approval of Claims

Motion/Second/Pass (Senst/Beermann/unanimous) accepting the Financial Report.

3. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

- A. 2021 Lamberton Swimming Pool Profit/Loss – Council reviewed the Profit/Loss Report for the swimming pool.

4. ADJOURNMENT

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

Minutes for a Special Meeting of the Lamberton City Council

City Hall/Electronic/Telephone • Monday, November 29, 2021 • 4:30 P.M.

(UNOFFICIAL UNTIL COUNCIL APPROVED)

1. CALL TO ORDER

Present: Mayor L. Sik, J. Senst and T. Beermann

Staff in Attendance: N. Anderson

Motion/Second/Pass (Senst/Beerman/unanimous) to approve the agenda.

2. GENERAL BUSINESS

A. Review of Clerk Applications

There were 3 applicants for the position of Clerk/Treasurer/Administrator and the council decided to interview all applicants.

B. Interview Determination & Scheduling

Council discussed scheduling and timing and came to a consensus of Monday, December 6th starting at 6:00 PM or Tuesday December 7th starting at 7:00 PM if Monday would not work for all applicants. Interviews should be scheduled for 30 minutes each.

C. AEM Consulting Solutions

Mayor Sik suggested entering into a contract with Abdo Consulting Services for help with Budget Finalization, Year-End and possibly training the new clerk. After discussion consensus was reached that Nick Anderson will obtain an updated contract running from December 13, 2021 until February 28th, 2022.

D. Next Steps in Process

Nick will provide the questions that were used in the last Clerk Interviews for review and updates.

3. ADJOURNMENT

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

Minutes for a Special Meeting of the Lamberton City Council

City Hall/Electronic/Telephone • Monday, December 6, 2021 • 6:00 P.M.

(UNOFFICIAL UNTIL COUNCIL APPROVED)

1. CALL TO ORDER

Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.

Staff in Attendance: N. Anderson

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

2. GENERAL BUSINESS

A. Interview Clerk Applicants

1. Kari Redman

Mayor Sik introduced the council, explained the process to the applicant and began the interview.

2. Valerie Halter

Mayor Sik introduced the council, explained the process to the applicant and began the interview.

3. Samantha Rolling

Mayor Sik introduced the council, explained the process to the applicant and began the interview.

Review Interviews

B. Determine Selection & Offer

Council discussed the applicants and their interviews noting that all applicants presented themselves well. The council arrived at a consensus that Valerie Halter is their top choice. Council discussed salary offer and decided on offering her Grade 9 Starting Salary.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to offer the position to Valerie Halter at Grade 9 Starting Salary.

C. Next Steps in Process

Mayor Sik will contact Valerie Halter and inform her of the offer for employment. Council asked Nick to contact the Attorney to begin the background check.

3. ADJOURNMENT

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

Minutes for a Regular Meeting of the Lamberton City Council

City Hall/Electronic/Telephone • Monday, December 13, 2021 • 7:00 P.M.

(UNOFFICIAL UNTIL COUNCIL APPROVED)

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Present: Mayor L. Sik, D. Irlbeck, J. Senst, T. Beermann, and D. Knutson.
- Staff in Attendance: N. Anderson, J. Thram
- Others in Attendance: Penny Mattison, Aging Committee; Colby Davis, Citizen
- Additions to Agenda: Aging Committee Report
- **Motion/Second/Pass (Irlbeck/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 - Regular City Council Meeting
2. November 29, 2021 – Special City Council Meeting
3. December 6, 2021 – Special City Council Meeting
4. October 25, 2021 - EDA Minutes

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

B. Petitions, Request, Communications

1. Citizen Complaints – email from citizen about dangerous dog.
2. Aging Committee –
 - Penny Mattison was present to talk about the use of Aging Agency Grant funds.
 - Postcard will be printed and sent to all residents that lists services available in and around the area (ex: rides, grocery pick up, etc.)
 - Benches and gliders will be purchased and installed in the park.
 - John Rogotzke will do the concrete work and install the benches. The concrete has been donated by Buffalo Ridge Concrete.
 - A \$1,200 grant has been received from SHIP allowing for an extra bench to be purchased.
 - The City will order all the benches and gliders and then be reimbursed by the Aging Agency and the SHIP.
 - The council thanked the Aging Committee for their work.
3. Request for Council Action (if any)
 - a. Adopt City Council & EDA Meeting Schedules
 - Motion to change the start time of the City Council meetings to 6:30 PM.
 - **Motion/Second/Pass (Irlbeck/Senst/unanimous)**
 - Motion to accept the City Council and EDA Meeting Schedule for 2022.
 - **Motion/Second/Pass (Beermann/Knutson/unanimous)**
 - b. Adopt Library Board Meeting Schedule
 - **Motion/Second/Pass (Senst/Irlbeck/unanimous)**
 - c. Adopt 2022 Utility Rates
 - **Motion/Second/Pass (Knutson/Beermann/unanimous)**
 - d. Approve 2022 Fire Contracts
 - **Motion/Second/Pass (Senst/Irlbeck/unanimous)**
 - e. RCA – Approve New Ambulance Members
 - New Ambulance members Christina Lambert, Grace Iverson, Xitlalic (CeCe) Ayala
 - **Motion/Second/Pass (Senst/Knutson/unanimous)**

- f. RCA – Purchase New Monitor-Defibrillator
 - **Motion/Second/Pass (Senst/Irlbeck/unanimous)**
- g. RCA – Abdo Financial Solutions Contract
 - Contract will run December 13, 2021 to February 28, 2022
 - **Motion/Second/Pass (Senst/Beeerman/unanimous)**
- h. RCA – 2022 Wage Structure Scale
 - Discussion held on Police wages. They received a significant pay increase recently.
 - Discussion held on the COLA increase of 5%.
 - Motion made to give a COLA increase of 4% to all employees except those of the Police Department.
 - **Motion/Second/Pass (Knutson/Irlbeck/1 No-Sik/Motion passes)**
- i. RCA – Insurance Liability Coverage Waiver
 - **Motion/Second/Pass (Senst/Beermann/unanimous)**

C. Department Reports (if any)

1. Maintenance Department
 - Grant for Trees & Emerald Ash Borer available.
 - City must pass an EAB Policy passed for the grant.
 - **Motion/Second/Pass (Senst/Irlbeck/unanimous)**
2. Ambulance Department – No report given.
3. Administration/EDA Department
 - Nick updated with his activities.
 - Valerie Halter will begin as Clerk on December 29, 2021
 - Motion to approve report.
 - **Motion/Second/Pass (Irlbeck/ Senst/unanimous)**
4. Police Department – Mike Hubin
 - Questions on moving forward on any of the ordinance violations.
 - Motion to approve report.
 - **Motion/Second/Pass (Irlbeck/ Knutson/unanimous)**
5. Library – No report given.
6. Fire Department – No report given.

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

1. 2021-41 A Resolution Approving the Execution of a Satisfaction of Mortgage in Relation to Kyle & Kari Pankonin
 - **Motion/Second/Pass (Senst/Knutson/unanimous)**
2. 2021-42 A Resolution Establishing the Precinct Polling Location
 - **Motion/Second/Pass (Beermann/Senst/unanimous)**
3. 2021-43 Accepting Donations to the City of Lamberton
 - **Motion/Second/Pass (Senst/Irlbeck/unanimous)**
4. 2021-44 A Resolution Adopting the Final Budget for 2022 and the 2021 Tax Levy (Collectible in 2021)
 - Library budget questioned.
 - Ambulance budget questioned.
 - Motion made set the levy at \$824,000.00
 - **Motion/Second/Pass (Sik/Knutson/unanimous)**
 - There was question on the 2021 levy amount. Nick Anderson investigated and found the correct number of the 2021 levy was \$770,099.
 - Sik rescinded his previous motion to set the levy at \$824,000.
 - Discussion held
 - Senst motioned to increase the levy by 4% making the levy amount \$800,902.
 - **Motion/Second/Pass (Senst/Knutson/unanimous)**

E. December 2021 Financial Report, Approval of Claims

- Library spending needs to be addressed.
- **Motion/Second/Pass (Senst/Irlbeck/unanimous)**

3. PUBLIC HEARINGS

A. 7:30 PM Truth-N-Taxation Public Hearing – 2021 Levy and 2022 Budget

- Citizen present with concerns on his proposed tax statement. Council directed him to contact the county.
- Proposed levy is an increase of 7%.
- Public Meeting closed.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

- A. An application has been received for the position of Police Chief.
- Discussion held on Police coverage, current staffing, and budget impacts.
- B. Novak Law - Hourly Rate Increase
- C. Discussion held on licensing and positions in the City office.
- Council members expressed their concern and desire for City employees to keep their licenses current and to not let them expire as it is important to have back-ups.

5. ADJOURNMENT

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