

**LAMBERTON CITY COUNCIL**  
**REGULAR MEETING MINUTES • CITY HALL**  
**April 8, 2024 • 6:30 P.M.**

---

**1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES**

- Meeting called to order at 6:30 PM April 8, 2024.
- Present: Mayor L. Sik, D. Knutson, L. Pfarr, L. Bittner, D. Irlbeck
- Staff in Attendance: V. Halter, J. Thram, J. Walker, C. Fenger

A. Additions/Deletions to Agenda

- Add RCA – Picnic Tables
- Council Report & Communications – Bittner Update on last SRDC Meeting.

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

**2. CONSENT AGENDA**

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

1. 2-28-24 Regular EDA Meeting
2. 3-11-24 Regular CC Meeting Minutes
3. 4-1-24 CC Work Session

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

**3. GENERAL BUSINESS**

A. Police – Chief Josh Walker presented Officer Chuck Fenger with a Life Saving Award and Pins for the saving a person's life on June 21, 2023.

Chief Walker presented the council with his report. In 2023 the Lambertton PD fielded 274 calls for service. So far in 2024 we are at 59 calls for service. There is an increase of vulnerable adult calls. Chief Walker explained the body cam audit and steps he is taking to make sure Lambertton is in compliance. New computers have been ordered. Halter will look at getting the ambulance/police building it's own internet when Hanson has the fiber installed.

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

B. Petitions, Request, Communications

1. Citizen Complaints & Concerns - None
2. Building/Zoning Permit Requests –
  - a. 2024-02 – 705 S Birch Street – Bill Schaffran – Ramp and Deck

***Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve building permit 2024-02 for Bill Schaffran.***

3. Notice of Truth in Taxation Hearing in Redwood Falls

- a. Reminder of meeting on April 19, 2024, at 10:30-11:00 AM at the Government Center in Redwood Falls. Sik explained this is where you go if you feel your property valuation is to high.

4. Request for Council Action

- a. RCA – Animal Ordinance – Halter presented the updated Animal Ordinance. Halter explained that we will put it out to the public and then do a Public Hearing at the next council meeting. The council can then vote to adopt it after the public hearing.
- b. RCA – Pool Manager – The HR committee interviewed Mindi Hesse for pool manager for the 2024 pool season. Wage was discussed.

***Motion/Second/Pass (Knutson/Irlbeck 4/1 with Sik voting against) to approve hiring Mindi Hesse as pool manager for the 2024 season at Grade 4 Step 3.***

- c. RCA - Ambulance Personnel – Olivia Nielsen rendered her resignation from the Ambulance service.

***Motion/Second/Pass (Knutson/Irlbeck 4/1 with Sik voting against) to accept Olivia Nielsen's resignation from the ambulance service with the city invoicing her \$1,175 for class fees.***

- d. RCA – Lambertton Meats Return Purchase

**Motion/Second/Pass (Knutson/Irlbeck/unanimous 5/0) to allow Halter to take the steps needed to enter into a Purchase Agreement with Eric & SammyJo Miller to purchase the Lamberton Meats building back for \$1 contingent on no liens against the property and Millers pay the 2024 property taxes.**

- e. RCA – Sick and Safe Time Personnel Policy – This became law 1-1-2024. The City needs to update their personnel policy to include the Sick and Safe Time Policy. Halter explained the State is working on modifications to make it work for EMS employees.

**Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to adopt the Sick and Safe Time Policy to be placed in the personnel policy to retroactively begin on 1-1-2024.**

- f. RCA – Fixed Asset Policy – During our annual audit, ABDO suggested we raise our fixed asset limit to \$5,000 from \$1,000.

**Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to adopt the updated Fixed Asset Policy.**

- g. RCA – Picnic Tables – A person that does not live in the city limits has requested to rent picnic tables from the city. Halter questioned if the city wishes to rent to people outside the city. Discussion was held.

**Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to rent picnic tables to city residents only.**

#### C. Department Reports

1. Library – No report submitted.
2. Ambulance Department – No report submitted.
3. Fire Department – No report submitted.
4. Maintenance Department – Thram was present. The first round of street sweeping is done and have started working on opening Kuhar Park. Thram questioned the thought of increasing street repair work. Discussion was held. Thram also stated he would like to work on alleys as well. Thram will work on pricing for road repairs. Halter talked about the Lead Service Line survey that will go out shortly. They will be here the week of May 6-10 to do the houses that do not submit their own information electronically. Fiber drops have begun being installed to the houses today. The splicing crew will need to come in after that to hook everything up.

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

5. Administration/EDA Department – Report Submitted. Halter stated the big thing for the month was the House hearing and preparation and follow up. Halter will be at Clerk School May 6-10. Council member Pfarr asked Halter to send a letter to the county requesting they include a walking lane be added to the bridge over the Cottonwood River with their next bridge project.

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

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

1. 2024-05 – Resolution Accepting Donations

#### E. Financial Report & Approval of Claims

1. March 2024 Financial Report
2. Approval of Claims

**Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to accept resolution 2024-05, March 2024 Financial Report and claims.**

### 4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

#### A. Information for Council

1. Safe Routes to School Planning Grant Awarded – The City has been awarded a \$19,000 grant that will pay for a transportation person from the SWRDC to plan out what is needed. This grant is the steppingstone to the next grant that funds getting what is needed done.
2. The Public Works Department was recognized again for excellent compliance with its MN Pollution Control wastewater permit.
3. Council member Bittner reviewed the SWRDC meeting. Discussion was held about the towns that have dissolved their police departments. Ivanhoe has disbanded theirs. Tyler is the only town in Lincoln County with their own police department. Bittner explained the PACE loan program offering loans at 3% under prime to assist property owners with

financing improvements that substantially increase their energy efficiency. The loan is paid back as a special assessment on their property taxes.

**5. NEXT MEETING DATES**

A. May 13, 2024

**6. ADJOURNMENT**

***Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 7:49.***

Respectfully Submitted,



Valerie Halter  
Clerk



Lydell Sik  
Mayor