

**LAMBERTON CITY COUNCIL**  
**REGULAR MEETING MINUTES • CITY HALL**  
**May 13, 2024 • 6:30 P.M.**

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

A. Additions/Deletions to Agenda

- Meeting called to order at 6:30 PM April 8, 2024.
- Present: Mayor L. Sik, L. Pfarr, L. Bittner (Absent D. Knutson, D. Irlbeck)
- Staff in Attendance: V. Halter, J. Thram, T. Nepperman
- Others Present: Courtney Thram, Alison Sauer, Amber Bergeman, Scott Kuhlman of Bollig, Micheal Ellingson, Tony Sauer

B. Additions/Deletions to Agenda

- Add RCA – Ambulance Billboard

***Motion/Second/Pass (Pfarr/Bittner/unanimous 3/0) to approve the agenda as amended.***

**2. CONSENT AGENDA**

A. Approval of Minutes

1. 4-8-24 Regular CC Meeting Minutes

***Motion/Second/Pass (Bittner/Pfarr/unanimous 3/0) to approve the minutes as listed.***

**3. PUBLIC MEETINGS 7:00PM**

A. Animal Ordinance Changes

Meeting called to order at 7:07 PM. Halter noted the questions that she had received. One was to include cats with dogs and one was to include underground fencing. Discussion was held. There were no other public comments.

Animal Ordinance special meeting was adjourned at 7:11 PM.

B. Portable Audio-Video (Body Cameras) Policy

Meeting called to order at 7:11 PM. There were no public comments. Meeting adjourned at 7:12 PM for the Portable Audio-Video (Body Cameras) Policy.

**4. GENERAL BUSINESS**

A. Lambertton Pool Committee – Members of the Pool Committee came looking for guidance from the council as to the process of funding a new pool and planning for a new pool. Discussion was held. The group will come to the work session to discuss further with the council.

B. Bollig Engineering – Scott Kuhlman was present to present an update on the Water Service Line inventory. Scott presented the council with two maps. One map shows the service line that is in the ROW and the other shows the customer-owned portion of the service line. Customers have done a good job of submitting the information needed. The public portion of the service lines is missing the most information. This information comes from records of when they were originally put in or when they were replaced during a street project. Scott encouraged Justin and Valerie to look through everything they could to find the records needed. The City of Lambertton has a project on the MN Dept of Health list for the Lead Service Line Replacement. This is the first step that needs to be done to access funds to get lines replaced. It will take time and decisions from the state release funds and move forward. The City of Lambertton will also have to develop a plan on how they plan to replace the lines.

Regular meeting paused at 7:07 PM for special meetings. The regular City Council meeting resumed at 7:12 PM

***Motion/Second/Pass (Bittner/Pfarr/unanimous 3/0) to approve the Animal Ordinance with the changes under 2I - Impoundment to include both cats and dogs and change under 2A add underground fencing system.***

S. Kulman resumed with talking about an Income Survey. In order to apply for a DEED grant program for public infrastructure, the City of Lambertton must have 51% of its population at low to medium income level. Lambertton is currently at 50.63% according to the last census. The city can have an Income Survey completed on its own to demonstrate it has a 51% low to medium income population. Bollig is able to do this survey on the city's behalf. Bollig would do this survey at no charge. The

information is private and only seen by Bollig employees working on the data. Scott also noted this is only income, not assets held.

**Motion/Second/Pass (Bittner/Pfarr/unanimous 3/0) to approve Bollig conducting an Income Survey of its residents for the purpose of future grant application.**

Halter asked Scott about LRIP grant application. The last application was ranked but not rewarded. Halter asked if this is something we should apply for each year. Scott felt we should because of the length of time given to use the funds.

C. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- a. Stray Cats – Pfarr noted there are cats living under the shed at the motel.
- b. Nuisance Property/Dresser on Blvd. – this was taken care of.

2. Building/Zoning Permit Requests –

- a. 2024-04 – 200 3<sup>rd</sup> Ave W – Tony & Allison Sauer – Storage Units

Sauer was present asking for permission to add a second set of units later down the road. Council stated that he would have to meet the setbacks and building permits are good for only one year. Sauer asked if he could place the fence directly on the property line. Fences are allowed on the property line in commercially zoned areas. Discussion was held as to whether this would be allowed because it is bordering a residentially zoned property.

**Motion/Second/Pass (Bittner/Pfarr/unanimous 3/0) to approve building permit 2024-04 for Tony & Allison Sauer storage units.**

- b. 2024-05 – 409 6<sup>th</sup> Ave W – Brian & Lexi Benedict – Garage

**Motion/Second/Pass (Pfarr/Bittner/unanimous 3/0) to approve building permit 2024-05 for Brian & Lexi Benedict garage.**

3. Request for Council Action

- a. RCA – CORD 6 Bridge Letter and Response – Halter sent a letter to the Redwood County Highway Engineer as directed by the council requesting a walking/bike lane added to the bridge over the Cottonwood River when they replace it. The highway engineer sent a reply stating that it would be the fiscal responsibility of the city for such a request. Discussion was held no action taken.
- b. RCA – Pay Equity Report – Halter completed the Pay Equity Report needed for the state. Council needs to approve so she can submit it to the state.  
**Motion/Second/Pass (Pfarr/Bittner/unanimous 3/0) to approve the Pay Equity report.**
- c. RCA – Community Service Officer – Reserve Officer – Halter introduced Michael Ellingson who approached her months ago about becoming a police officer. Ellingson has been working on going to school. Ellingson has been talking with the POST board and the Alexandria Tech instructor about things to prove his ability to be a police officer. Chief Walker is starting a Community Service Officer position in Canby and could do the same here in Lamberton. The position would do ordinance enforcement and cover basic needs of the city. Council requested this be added to the work session agenda.
- d. RCA – Froehlich Lot  
Froehlich purchased a lot from the city to build a new house. He will no longer be able to build the house he needs and is looking to give the lot back to the city.  
**Motion/Second/Pass (Pfarr/Bittner/unanimous 3/0) to approve go through the process of getting the lot back from Froehlich.**
- e. RCA – Work Session – Dates were discussed. Work Session will be set for May 28, 2024 at 5:00 PM. Topics for discussion will be pool, police, street, and ordinances if there is time.
- f. RCA – Ambulance Billboard – Halter explained that Allina and the foundation that are sponsoring the free EMT classes are putting a billboard up outside of Springfield. Halter called for pricing on the billboard on the edge of Lamberton. \$175 for set-up and \$600/month. Halter and Birkemeyer discussed having the sign up for 2 months with the city paying \$775, SW EMS Education paying \$300, and the ambulance association \$300. Discussion was held.

**Motion/Second/Pass (Pfarr/Bittner/unanimous 3/0) to approve the ambulance billboard at the cost of \$775.**

D. Department Reports

1. Library – No report submitted.
2. Ambulance Department –

Halter explained a Lunch & Learn meeting with area business leaders will be held May 16, 2024 at the Legion. The purpose of this meeting is to discuss how the ambulance service works, what struggles the ambulance is experiencing and what they could possibly do to help the service.

- a. RCA – Add Brad Gisch to the Lamberton Ambulance Service

**Motion/Second/Pass (Pfarr/Bittner/unanimous 3/0) to approve Brad Gisch to the Ambulance service.**

**Motion/Second/Pass (Pfarr/Bittner/unanimous 3/0) to approve the ambulance report.**

3. Fire Department – Chief Neperman was present to talk about the fill out station at the filtration plant. A new concrete pad will need to be installed and curb cuts changed. Chief Neperman has not gotten pricing yet, but he wants council to be aware. He also asked that maybe some of the one-time safety funding could be used.

**Motion/Second/Pass (Bittner/Pfarr/unanimous 3/0) to approve the fire dept. report.**

4. Police Department – No report submitted.

5. Maintenance Department – Thram was present. The new controls for the water plant in June. Starting to work on the pool. Will be discharging the ponds. Thram presented a quote for crack sealing. Discussion held.

**Motion/Second/Pass (Bittner/Pfarr/unanimous 3/0) to approve the crack sealing proposal with Bargan.**

**Motion/Second/Pass (Bittner/Pfarr/unanimous 3/0) to approve the Maintenance report.**

6. Administration/EDA Department – Report submitted. Halter answered questions from the council.

**Motion/Second/Pass (Bittner/Pfarr/unanimous 3/0) to approve the Administration/EDA report.**

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

1. 2024-06 – Resolution Accepting Donations (wording changed to include durable goods) Share Corp donated \$1,400 worth of paint needed for the pool.

F. Financial Report & Approval of Claims

1. April 2024 Financial Report
2. Approval of Claims

**Motion/Second/Pass (Pfarr/Bittner/unanimous 3/0) to approve the resolution 2024-06, April 2024 Financial Report and Approval of Claims.**

5. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Insurance on School Campus – Halter received a quote. A Loss Control Study will need to happen to determine definite pricing and go over what the city would want covered or what could be waived.
2. REC Rates for Street Lights will be raising May 2024.
3. Senator Dahms and Representative Torkelson will be here Wednesday, May 29, 2024 from 1-2 PM for a Town Hall Meeting.

6. NEXT MEETING DATES

- A. Work Session May 28, 2024 at 5:00PM
- B. June 10, 2024

7. ADJOURNMENT

**Motion/Second/Pass (Pfarr/Bittner/unanimous 3/0) to adjourn the meeting. Meeting adjourned at 8:35.**

Respectfully Submitted,



Valerie Halter  
Clerk



Lydell Sik  
Mayor