

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
July 10, 2023 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

A. Additions/Deletions to Agenda

- Swearing in of Lynn Pfarr to fill vacant City Council Seat.
- RCA – Request Permission for Mural at Community Center
- RCA – Classification Property #83-565-0160

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

B. Swearing in of Lynn Pfarr to fill vacant City Council Seat – Lynn Pfarr recited the oath of office.

2. CONSENT AGENDA

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

1. 6-12-2023 Regular CC Minutes & Public Hearing Minutes

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

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. SammyJo Miller – Lamberton Meats Building

- Miller was present to explain further explain where they are at with the Lamberton Meats building. Miller explained that there is more to be done with the building than they can put into at this time. Miller stated they have ideas for the building and that if the City does not want it back, they will pursue those avenues. She brought it to the council early so that it could be discussed. Miller stated they will need more time to pursue the different avenues. Miller also stated they have put work and effort into the building. Mayor Sik mentioned the sidewalk up front that needs repair and the hole in the side of the building that should be covered. Mayor Sik stated the City is not in a hurry to get the building back. Miller stated the lead paint and asbestos inside of the building are the larger items they need to deal with. Miller does not know how much more time they will need. The contract is not up until April of 2024. Mayor Sik stated we do not have to do anything at this time.

2. Citizen Complaints & Concerns

- Mayor Sik said he was approached about trucks hauling on Ash Street. Halter explained that Thram has talked to them each time we have gotten a complaint.

3. Request for Council Action

- RCA – Approve Hiring

- Swimming Pool Alyssa Bittner – Assistant Manager \$12.84/hr.; Addison Irlbeck – WSI/Lifeguard \$12.21/hour; Elizabeth Lenning – WSI/Lifeguard \$12.21/hour; Khloe Reiner – WSI/Lifeguard \$12.21/hour; Eva Redman – WSI/Lifeguard \$12.21/hour; Courtney Bedner – WSI/Lifeguard \$12.21/hour
- Library Help – Delaney Willhite, Grade 1 Start Step \$10.90/hour
- Part-Time Custodial – Erica Matter, Grade 2 Start Step & 12.14/hour
- Part-Time Clerk/Office Help – Kris Vollmer Grade 5 Start Step \$18.87/hour

Motion/Second/Pass (Knutson/Pfarr/Bittner and Irlbeck abstained 3/0) to approve hiring the list as presented.

- RCA – Southside Second Addition Lots

- Halter explained the covenants have been signed off on and are being recorded with the county. Halter is asking permission to sell the lots for \$1. Halter explained the Tax Abatement route is more cumbersome. We would need a public meeting each time a lot was sold. The county and the school would also have to have public meetings if they wanted to abate those taxes. Halter has told the other residents the plan to sell the lots for \$1.

Bittner motioned to sell the Southside Second Addition lots for \$1.

- Discussion was then held on holding the lots. Halter asked about holding lots for people. The covenants state the house needs to build in eighteen months. Halter asked if we should have a purchase agreement that holds the lot for the person until they get their financing and plans in place before the clock on the eighteen months begins. Sik suggested the property owners pay \$500 up-front and when the house is built to a certain point, the \$500 would be refunded. More discussion held.

Bittner rescinded her motion.

Motion/Second/Pass (Bittner/Knutson/unanimous) to sell the Southside second Addition lots for \$1 with the purchaser paying the \$500 closing costs that will be refundable upon satisfactory build; and to allow the Purchase Agreement to have closing within in 90 days of signing if needed.

- RCA – Lamberton Township
 - Lamberton Township has requested to place a shed someplace in town to store their tractor and other items. They inquired about the lots that the City stores their extra equipment and whatnot. Halter stated that there really isn't a benefit to the City, because they won't be paying taxes. Discussion held. It was ultimately decided that more information is needed. Item tabled – no action taken.
- RCA – Lions Club Donation – Play Equipment for Park
 - Halter stated the Lion's Club graciously donated \$15,000 earmarked for playground equipment in the park. The Age Friendly group (AFG) applied for a grant for playground equipment focused on the 18 months to 5-year age group but did not receive it. Halter stated the \$15,000 will get us a good chunk of what the AFG was wanting to do, but not all of it. Halter has been in contact with a Lamberton Foundation representative about creating a project fund with the foundation to raise an additional \$10,000 to \$15,000 to do the project. Halter asked the council to allow the AFG along with Thram and herself to be the ones to come up with the plan to present to the foundation if they choose to do a project fund. This was also a "want" item that was identified at the community meeting.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to allow the Age Friendly Group, Justin Thram and Valerie Halter to create a plan for the City Park play equipment and placement.

- RCA – Request Permission for Mural at Community Center
 - SammyJo Miller was present to request permission to paint a mural on the west wall of the hall outside of the library. The project has been funded by the Lamberton Foundation, but permission is needed to move forward.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to SammyJo Miller to paint a mural in the Community Center hall.

- RCA – Classification Property #83-565-0160
 - Halter explained the council needs to approve the classification of the property so that it can be sold by the county at the tax forfeited property sale in the fall.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to classify the property parcel #83-565-0160 as non-conservation land.

B. Department Reports

1. Library – Report Submitted

- Vogel was present and stated the kids of the community are doing great with their reading.

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

- Ambulance Department - No report given. Halter stated that there is an EMR class that will be beginning if anyone is interested to reach out. EMR is the step below an EMT and is a good place to start if anyone is interested in joining the ambulance service.
- Fire Department – no report submitted.
- Police Department – no report submitted.
- Maintenance Department – no report submitted.
- Administration/EDA Department – Report Submitted

- Halter also stated part-time help will start around August 1, 2023.

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

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

1. 2023-23 – Resolution of Declaration of Part-Time Police Chief Josh Walker for PERA
 - Halter explained that it is required to pass a resolution to include Josh Walker for PERA benefits.

2. 2023-24 – Resolution Accepting Donations

Motion/Second/Pass (Knutson/Bittner/unanimous 5/0) to accept Resolutions 2023-23 and 2023-24.

D. Financial Report & Approval of Claims

1. June 2023 Financial Report

2. Approval of Claims

- Halter stated that she will request change in the budget at the next meeting. Halter would like to use the money saved by not having a full-time second person in the office and the month there was only one person in the street department to be used on street repairs. Halter will present the numbers and request at the August meeting.

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

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Hanson Communications Update – Open House

- Halter explained Dominick Hanson with Hanson Communications/Clara City Telephone stopped in and explained they will begin digging in fiber lines in August. Then the crews will work on connecting lines in the pedestals and creating the network serviceable. They are looking to being able to provide service after the first of the year. They will be able to provide cable tv, internet and telephone service. An open house will be held Wednesday, July 19 from 4:30-7:30 at the Community Center.

2. Emerald Ash Borer Management Plan

- Halter asked the Council to review the Emerald Ash Borer Management Plan draft that was created with the EAB grant to make sure it is how they would like it. Halter also stated we will need to start budgeting for ash tree removal on boulevards each year.
- Council stated they felt the plan was clear and no changes need to be made.

3. Tax Forfeited Property – Fall Auction

- Parcel # 83-565-0160 will be the only property in Lamberton on the Tax Forfeit sale in the fall. All others have paid the taxes owed.

4. Pool Attendance and Revenue Tracking, Expenses

- Halter stated all has gone well with the pool.

5. Budget Review Balances

- Balances were presented in the council packet. All departments on track and doing fine.

5. NEXT MEETING DATE

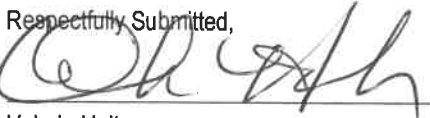
A. August 14, 2023 at 6:30 PM

- Mayor Sik asked when the next Work Session would be. Halter stated it would be in September.

6. ADJOURNMENT

Motion/Second/Pass (Bittner/Knutson/unanimous 5/0) to adjourn at 7:26PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydel Sik
Mayor