

**LAMBERTON CITY COUNCIL  
REGULAR MEETING MINUTES  
September 11, 2023 • 6:30 P.M.**

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

- Meeting called to order at 6:30 PM September 11, 2023.
- Present: Mayor L. Sik, D. Knutson, D. Irlbeck, I. Pfarr, L. Bittner
- Staff in Attendance: V. Halter, J. Thram
- Others in Attendance: Ray Sweetman, Dominic Sweetman, Taylor Williamson, Matt Novak

**A. Additions/Deletions to Agenda**

1. Remove Citizen's Complaint
2. Add Sweetman Sanitation to RCA 3a
3. Add Clayton Senst alley garage to Building and Zoning
4. Add Closed Session for HR item.

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

**2. CONSENT AGENDA**

- A. Approval of Minutes (can all be done in one motion)**
1. 8-14-2023 Regular CC Minutes
  2. 7-25-2023 Regular EDA Minutes

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

**3. GENERAL BUSINESS**

**A. Petitions, Request, Communications**

1. Citizen Complaints & Concerns - none
2. Building/Zoning Permit Requests
  - a. Clayton Senst – Alley Garage Access – After previous council meeting C. Senst contacted Mayor Sik regarding his request for use of the undeveloped alley for garage access. Mayor Sik advised C Senst to have all the people that lived on his block to sign off that they are ok with his plan. Senst received all but one person's signature. Council was given a drawing Senst submitted of his current plans and garage location. Discussion was held about the future owners, other undeveloped alleys in Lambertton, maintenance. Senst will have to follow all setbacks and the ordinances regarding the alley and parking. The City will not pay for the curb cut.

***Motion/Second/Pass (Knutson/Pfarr/Irlbeck/Sik For and Bittner Against 4/1) to approve Clayton Senst's request to use and maintain the undeveloped alley at the rear of his property.***

**3. Request for Council Action**

- a. RCA – Garbage Contract - West Central Sanitation (WCS) & Sweetman Sanitation – The current service provider is West Central Sanitation. Sweetman sanitation had contacted the City for the opportunity to bid when the opportunity came about. Both WCS and Sweetman presented proposals. Rates, services, and billing were review and questions were asked. Thram discussed the trucks used and the impact on the streets. Council members stated they would like more time to review the contracts. Council will discuss at the upcoming Work Session and vote on it at the October 10<sup>th</sup> work session.
- b. RCA – Contract with Redwood County Assessor's Office for Assessing Services 2023-2024 – Rates stayed the same at \$12 per parcel.

***Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve the Redwood County Assessor's Office contract for 2023-2024 Assessing services.***

- c. RCA – Tax Forfeited Property Sale – The property located at 601 2<sup>nd</sup> Ave W. is up for sale 9-13-2023 at a public auction for tax forfeiture. Halter asked the council if they want to purchase the property if no one were to bid on it and if so, what is the max amount to bid.

***Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve Halter to bid the minimum bid of \$1,000 on the 601 2<sup>nd</sup> Ave W property if no one bids on the property.***

- d. RCA – Camping Rates for 2024 Season – Halter has been contacted by people wanting to reserve spots for the 2024 camping season because of the 50<sup>th</sup> Anniversary of Little House on the Prairie. Generally, the City opens reservations after the first of the year after the new Fee Schedule has been approved. Halter is asking to approve the rates for 2024 so she can open reservations before the end of the year. Halter also asked the council if they would like to include the fees in the rates or leave it as is where the fees are added onto the rates. Council likes having the fees included in the price charges, so the price is the price. A fee for primitive camping fee will be added for those with no hook-ups but want to tent there. A charge will be added for picnic table delivery for those who rent picnic tables and need them delivered and picked up. Pfarr question maintenance in the parks and it was discussed.

***Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve the 2024 Park Rates with no add on fees as presented.***

- e. RCA – Ruth Churchill Utility Bill – Ruth had a running toilet and in turn had a large utility bill. Churchill is asking for credit on her utility bill like we have done for others.

***Motion/Second/Pass (Knutson/Irlbeck/unanimous 5/0) to approve a one-time credit of \$126.27 on Ruth Churchill's utility bill.***

- f. RCA – Library Aide – The help we had for the summer has left for college. We need coverage for when Alicia needs time off. Kris Vollmer has said she would be interested in covering the Library and she would be interested. The question would become what we pay her per hour. Discussion was held. Council advised the Library to be charged for the hours spent there.

***Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve Kris Vollmer to work at the Library at her assistant clerk wage.***

- g. RCA – Police Department – Halter explained that Chief Walker has stated he would like to be done with serving Lamberton. He realizes we do not have anyone with the proper license so he will hang on. Halter has contacted Walnut Grove regarding to sharing a police force. Knudsen asked that Halter contact the county to see where they are at in offering coverage. Wages were discussed. With the current shortages for law enforcement across the state, our wages will need to increase.

***Motion/Second/Pass (Irlbeck/Knutson/unanimous 5/0) to approve advertising for part-time Police Chief and officers with POST.***

- h. RCA – Set Work Session Date, Time, Content – Dates were discussed for the work session. Monday, September 18, 2023 at 5:15 was chosen with the agenda items being the 2024 Budget, Swimming Pool Public Meeting, Garbage Contracts, set meeting date for Special Meeting to adopt the 2024 preliminary Budget.

***Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to approve have a Council Work Session September 18, 2023 at 5:15 PM.***

B. Department Reports

1. Library – No report submitted.
2. Ambulance Department - None Submitted. Matt Novak commented on meetings he has had with Tim Birkemeyer and John Krohn regarding a county wide solution for ambulance coverage. They plan to present to the Redwood County Commissioners at a coming meeting.
3. Fire Department – No report submitted.
4. Police Department – No report submitted.
5. Maintenance Department – Thram updated the council on the water tower and the insurance claim. Thram is confident it will get straightened out, but it's going to take time. Thram and Beermann have been doing locates for the fiber installation and trimming boulevards. Council question the fiber progress. Currently they are concentrating on the Main Street businesses. Thram informed the council that after the last council meeting, he called to get seal coating booked, but the companies cannot get the oil needed for this construction season. Thram would like that money to be carried over for the seal coating to be done next year. Radtke property and tree branches was discussed.

***Motion/Second/ Pass Knutson/Pfarr/unanimous 5/0) to approve the maintenance report as given.***

6. Administration/EDA Department - Halter noted conversations she had with potential for assisted living and senior housing. Safe Routes to School Walk Audit will be done on the 20<sup>th</sup>. Talked to a potential new potential business in town. Vollmer's training has been going well. An architect will be coming on the 25<sup>th</sup> to look at the current school building to answer questions they have. This will help in their determination of what options there are for the building and costs.

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

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

1. 2023-28 - Resolution Accepting Donations to the City of Lamberton

***Motion/Second/ Pass (Bittner/Irlbeck/unanimous 5/0) to accept Resolution 2023-28 Accepting Donations to the City of Lamberton***

D. Financial Report & Approval of Claims

1. August 2023 Financial Report
2. Approval of Claims

***Motion/Second/ Pass (Bittner/Knutson/unanimous 5/0) to approve the Financial Report & Approval of Claims.***

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

Bittner has been appointment as a Commissioner of the Southwest Development Corp. as a representative of Redwood County.

Matt Novak, City Attorney explained that there were some property description errors in the Resolution to Annex certain property passed earlier this year. He does not feel we need a new resolution, but we do need to fix the legal property descriptions.

***Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to fixed the legal descriptions on the resolution.***

5. NEXT MEETING DATES

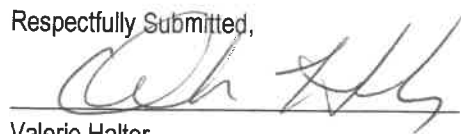
- A. Work Session September 24, 2023
- B. October 10, 2023 at 6:30 PM
- C. Special Meeting to adopt 2024 Preliminary Budget TBD.

Council went into closed session at 8:00 PM to discuss the HR issue.

**6. ADJOURNMENT**

***Motion/Second/Pass (Irlbeck/Knutson/unanimous 5/0) to adjourn the meeting at 8:20 PM.***

Respectfully Submitted,

A handwritten signature in dark ink, appearing to be 'V. Halter', written over a horizontal line.

Valerie Halter  
Clerk

A handwritten signature in dark ink, appearing to be 'L. Sik', written over a horizontal line.

Lydell Sik  
Mayor