

**LAMBERTON CITY COUNCIL
REGULAR MEETING • CITY HALL
September 9, 2024 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM September 9, 2024.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, D. Knutson, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, A. Vogel,
- Others Present: Grady Holtberg
- A. Additions/Deletions to Agenda
 1. Grady Holtberg – Redwood County EDA Coordinator
 2. RCA – Police Case - Ordinance
 3. RCA – Comprehensive Plan
 4. RCA – Dollar General Easements

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. 8-12-2024 CC Meeting Minutes
 2. 8-12-2024 Public Hearing Minutes
 3. 8-26-2024 CC Work Session
 4. 6-26-2024 EDA Minutes

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

3. GENERAL BUSINESS

- A. Grady Holtberg is the new EDA Coordinator. He was present to introduce himself and encourage the council to contact him if they have any questions or needs. Current projects are fiber, housing study, and childcare. Grady would like to focused on the entire county.

- B. Petitions, Request, Communications

1. Citizen Complaints & Concerns
 - a. Kids driving ATVs & Golf Carts – Discussion was held.
2. Building/Zoning Permit Requests
 - a. Building Permit
 - 2024-12 - 1006 S. Elm. Street – Kyle Hubert – Fence Installation

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve building permit 2024-12.

- 2024-13 – 208 3RD Ave. W. – Lee & Beth Schaffran – Shed

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve building permit 2024-13.

3. Request for Council Action

- a. RCA – St Joseph’s water bill – St. Joseph’s had a leak and caused high usage.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve a one-time credit of \$417.65.

- b. RCA - Empty Lot – there is a piece of land on First Ave. that is platted to be the end of Juniper Street. Halter has been contacted about purchasing the lot from the city to build a garage. Discussion held.

Motion/Second/Pass (Knutson/Bittner/unanimous 5/0) to approve moving forward with the process to sell the lot.

- c. RCA – Library – Community Education Position – At the council work session there was talk of reducing the library hours again this coming year. RRC has not filled their Community Education position. Halter contacted the school to see if they would be interested pursuing an agreement for the Library to take over Community Education. This way the Library generates income that helps cover expenses and it helps the school. Halter met with Superintendent Lee. He will present to the board at their next board meeting. If approved by both parties, we will work on coming to an agreement. A. Vogel would like to bring up to the Library Board before it moves forward. Discussion was held.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve pursuing an agreement with RRC to direct the Community Education program.

- d. RCA – Budget Questions – Halter went over questions she had for developing the 2025 preliminary budget. Halter's computer will no longer be supported next year. They should be budgeted to update next year. Halter also discussed the possibility of changing computer support companies. Halter questioned if the council would like to budget for a lobbyist next year. Bittner voiced she is on the fence. Mayor Sik also stated he is undecided. Pfarr stated she is not for it. Discussion was held.
- e. RCA – Budget Special Meeting – The council will need to adopt a preliminary budget for 2025 before the end of September.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to have a Special Meeting set for Monday, September 23, 2024 at 6:30PM for the purpose of adopting the 2025 Preliminary Budget and ordinance hearing.

- f. RCA – Ordinance Case – CSO has the first case done. The council needs to allow them to come a dispute the complaint and move forward with the process.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) move forward with the ordinance violation process for the property at 410 Fir Street.

- g. RCA – Comprehensive Planning – Chris Webb with the Southwest Regional Development contacted us asking if we would like to work on a comprehensive plan for Lamberton. There are grants to cover some of the expense. Discussion was held. The consensus is we are not ready for it.
- h. RCA – Dollar General Easements – Matt Novak notified Halter that the easements that Dollar General did for the utilities needed for the utilities on the back side on the property. These easements would be for the city. Dollar General was suppose to get them and then they transfer to the city. Council instructed Halter to get more information on it.

C. Department Reports

- 1. Library – None submitted.
- 2. Ambulance Department – Halter stated Birkemeyer was in and told her there were 12 calls for last month 1 handled by Walnut Grove, 3 handled by Wabasso, and the rest by Lamberton. Discussion held on coverage.
- 3. Fire Department – None submitted.
- 4. Police Department – None submitted.
- 5. Maintenance Department – Thram updated council on street work. Fog coating will happen this week. Thram would like to prioritize re-doing the parking ordinance. Cars are parked in the same spaces for weeks on end. They have been working on alleys. Thram will work on getting the measurements needed to get pool liner estimates. Clinic sewer was a bigger project than anticipated. Floor has been installed and the sidewalk repair will be the end of this week. Pfarr questioned about the flags and banners on Main Street.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve the maintenance report.

- 6. Administration/EDA Department – Halter updated the council on her activities including working on the federal EDA grant for updating our water wells and the 2025 budget.

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve the Administration/EDA report.

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

- 1. 2024-14 – Resolution Approving 2024 Budget CIP Transfers
- 2. 2024-15 – Resolution Approving 2024 Budget Interfund Transfers

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve resolution 2024-14 and 2024-15.

E. Financial Report & Approval of Claims

- 1. September 2024 Financial Report
- 2. Approval of Claims

Motion/Second/Pass (Knutson/Pfarr/unanimous 4/0) to approve the August 2024 Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Notice of Expiration of Redemption – 83-023-3440 – 804 Cherry Street
2. Ottertail Carbon Pipeline information.

5. NEXT MEETING DATES

- A. Special Council Meeting September 23, 2024 at 6:30PM.
- B. Regular Council Meeting October 15, 2024 at 6:30 PM (Tuesday because of Columbus Day)

6. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 7:40PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor