

LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES • CITY HALL
January 13, 2025 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM January 13, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns
- Staff in Attendance: V. Halter, J. Thram

A. Swear in to City Council - Amanda Cairns and Lydell Sik both took the oath of office.

B. Additions/Deletions to Agenda

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

2. CONSENT AGENDA

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

1. 10-30-2024 – EDA Minutes
2. 12-09-2024 – CC Regular Minutes
3. 12-09-2024 – Truth in Taxation Public Hearing
4. 12-10-2024 – CC Work Session
5. 12-24-2024 – Special CC Meeting Minutes

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

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. Citizen Complaints & Concerns - None
2. Building/Zoning Permit Requests - None
3. Request for Council Action
 - a. RCA – Request for Utility Bill Credit Refund – A resident with a large credit balance requested a refund. Discussion was held. No action taken.
 - b. RCA – Request for Water Bill Credit – A resident that had an issue with a softener that led to high water usage. She is requesting credit on her utility bill.

Motion/Second/Pass (Bittner/Cairns/unanimous 4/0) to approve a one-time credit of \$241.88.

- c. RCA – Request for Community Center Refund – A resident has requested a refund for the rental fee of the community center. Due to uncontrollable circumstances, they were unable to use it. Discussion was held.

Motion/Second/Pass (Irlbeck/Cairns/unanimous 4/0) to approve a one-time refund of \$65.00 for the community center.

- d. RCA – Employee 2025 Step Increases – Halter presented the current employees and their current pay steps. Discussion was held.

Motion/Second/Pass (Bittner/Irlbeck/unanimous 4/0) to approve step increases for all full-time employees starting as of 12-30-2024.

- e. RCA – Vacation Accrual Wording – Halter questioned if she has the wording of the updated vacation accrual policy approved last month.

Motion/Second/Pass (Cairns/Irlbeck/unanimous 4/0) to approve the wording of the Vacation Accrual policy.

B. Department Reports

1. Library – Report Submitted. Halter did state the auditors question why the county aid was reduced by about half in 2024 compared to 2023. Halter found out it is because there was a significant drop in the "Out of City-County Circulation". This affects funding received. Discussion held.
Motion/Second/Pass (Bittner/Cairns/unanimous 4/0) to approve the Library report.
2. Ambulance Department – None given.

3. Fire Department – Chief Neperman was present. One radio is no longer functional, he is working on getting it replaced. The cost is estimated at \$4500. The county fire departments did not receive the FEMA grant they applied for new radios. They department has priced a new pumper truck for the next piece of equipment they are looking at upgrading. Current pricing is \$500,000. Halter stated she did not pay out the State Fire Aid to the Fire association within 30 days and this will be reflected in the audit.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 4/0) to approve the Fire Dept report as given.

4. Police Department – Report Submitted. Discussion held.

Motion/Second/Pass (Bittner/Cairns/unanimous 4/0) to approve the Administration/EDA report.

5. Maintenance Department – Thram was present. Thram requested bids for the clinic windows. He just received them and feels the estimate is cost is \$8,000 - \$13,000, but will look through them further to get a better understanding. Ash tree removal has begun in the boulevards. They will be back in the spring to remove the stumps.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 4/0) to approve the Maintenance Report as given.

6. Administration/EDA Department – Report Submitted. The audit started last week. Halter has been working on answering questions they have.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 4/0) to approve the Administration/EDA report.

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

1. 2025-01 – Resolution Including Part-Time Police Officer to PERA
2. 2025-02 – Resolution Accepting Donations

Motion/Second/Pass (Irlbeck/Bittner/unanimous 4/0) to approve Resolutions 2025-01 and 2025-02.

D. Financial Report & Approval of Claims

1. January 2025 Financial Report
2. Approval of Claims

Motion/Second/Pass (Bittner/Cairns/unanimous 4/0) to approve the January 2025 Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Budget Book Sent in Council Packets – Meeting Dates, Fee Schedule, Payroll Schedule are all included in the book. There were two numbers that need to be changed. Cairns asked questions about the budget, clinic expense and requested a copy of the clinic lease.
2. Sik had a question previously when the next bond is completed. 2019B bond will mature in 2026.

5. NEXT MEETING DATES

- A. Regular Council Meeting February 10, 2025 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Bittner/Irlbeck/unanimous 4/0) to adjourn the meeting. Meeting adjourned at 7:15PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
February 10, 2025 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- A. Additions/Deletions to Agenda
 - 1. RCS- RFP Announcement
 - 2. RCA – RFP Small Cities Development

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. 1-13-2025 – CC Regular 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 - None
 - 3. Request for Council Action
 - a. RCA – Request for Water Bill Credit – There was a water leak in their shop. They shut the water off, and we shut the water off at the curb as well. The credit would be in the amount of \$169.83.
Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve a one-time credit of \$169.83.
 - b. RCA – Clinic Windows – Thram explained that there was 2 bids. We had asked them to bid them two ways. First – as is and the second as replacing the top portion of the windows and then filling in the bottom portion with wall. SW Glass came in as the cheapest. Discussion was held.
Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to replace the windows in the lobby area of the clinic building using SW Glass.
 - c. RCA - Ambulance Resignation – Resignations have been received from Derek Stevenson, John Mariner, and Nichole Churchill. Discussion was held.
Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the resignations presented.
The council thanked them for their service.
 - d. RCA – Community Center Rental Policy – Alicia Vogel was present to present the new Community Center rental agreement. Discussion was held.
Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve the Community Center Rental agreement with the changes discussed.
 - e. RCA – Work Session – Halter would like to have a work session and discuss the ambulance, clinic lease, police, the cannabis ordinance. Discussion held.
Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to have a work session Monday, March 3, 2025 at 6:00PM.
 - f. RCA – Council Appointments – Halter explained we need to replace Darrel on his committees and if they would like any other changes, now is the time. Discussion held. Cairnes will replace Darrel on the Relief Association Board of Trustees and The Public Works Committee. No other changes were made.
Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to approve the Council Appointments for 2025.
 - g. RCA – Small Cities Development Grant application – Halter explained that part of the Small Cities Development grant process is to notify residents that we are applying for the grant and hold a public hearing. Bollig would like us to hold the hearing at our next meeting.
Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to approve the public hearing for the Small Cities Development Grant on March 10, 2025.
 - h. RCA – RFP Announcement for engineering services. Halter explained that because of some other

funding applications and grants, we need to put out an RFP for engineering services. Then once applications are received, we will have to pass a resolution selecting the engineering firm.

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve publishing an RFP for engineering services.

B. Department Reports

1. Library – Report Submitted.

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

2. Ambulance Department – No report given.
3. Fire Department – No report given.
4. Police Department – Chief Walk was present via Zoom. Chief Walker has been working with Redwood County's IT Dept with security requirements and needs. This is happening because of an FBI security audit being done with Redwood County. There is training that needs to be done monthly on cyber security. No applicants have been received. Halter has requested a proposal from Determan to get him here full-time.

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

5. Maintenance Department – Thram was present. They have been working in the shop, built a snow pusher, and are working on building the tar layer. Fixed the transmission problem on the white truck.

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

6. Administration/EDA Department – Report Submitted. Discussion held. Halter explained that Bollig had sent an application she was not happy with, Kris Ambuehl came today and had a good discussion. Halter will apply for the Taylor Family Farm Foundation grant for the swimming pool.

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve the Administrative and EDA report as presented.

C. Ordinances and Resolutions (can all be done in one motion) - None

D. Financial Report & Approval of Claims

1. February 2025 Financial Report
2. Approval of Claims

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve the February 2025 Financial Report and Approval of Claims.

4. Lynn Pfarr to City Council took the oath of office.

5. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. DEED – Lamberton did not receive the childcare grant applied for.
2. Bollig – Small Cities Development Grant Email – Bollig feels we will get this grant.
3. Redwood County – Tax Forfeited Property Sales – Cherry Street property will be up for sale.
4. LMC – Safety & Loss Control Workshop – Halter will be attending, but welcomes any council members that would like to attend.

6. NEXT MEETING DATES

- A. Work Session March 3, 2025 at 6PM.
- B. Regular Council Meeting March 10, 2025 at 6:30 PM

7. ADJOURNMENT

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 7:48PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
WORK SESSION • CITY HALL
March 3, 2025 • 6:00 P.M.**

- Work Session called to order at 6:05 PM March 3, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns
- Staff in Attendance: V. Halter, J. Walker
- Others Present: Jadell Morales, Debbie Vollmer

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

A. Additions/Deletions to Agenda

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve the agenda given.

2. GENERAL BUSINESS

A. Police Department

1. Proposal from Derick Determan – A proposal was received from Determan by request. Discussion held.
2. Application received for part-time officer. Discussion held.

B. Ambulance Service

1. Halter explained that there is a large recruitment effort being done. There is a plan for weekly newspaper articles that will also be placed on social media. Letters were sent out to people with follow-up calls planned.
2. Halter presented a draft of the Ambulance Policy book that she has been working on with Debbie Vollmer and Tim Birkemeyer. Included in policy is how payroll would be figured annually. Examples were provided of payroll. Discussion held and changes made.
3. Council discussed the possibility of adding a city position that would be an EMT that would cover days, miscellaneous ambulance duties that could relieve pressure from the volunteers, mow in the summer, other odd jobs needed done around the city. Halter reached out to Walnut Grove as they have a position with the purpose of helping to cover day shift. Discussion was held.

C. The revised Cannabis Ordinance from Matt Novak was presented. Halter will get clarification on questions of the council. Discussion held.

3. NEXT MEETING DATES

A. Regular Council Meeting March 10, 2025 at 6:30 PM

4. ADJOURNMENT

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 9:05PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
PUBLIC HEARING MINUTES • CITY HALL
March 10, 2025 • 7:00 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES


- Small Cities Development Infrastructure Improvement Application Hearing called to order at 7:00 PM March 10, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, T. Birkemeyer
- Others in Attendance: S. Kuhlman with Bollig Engineering.

2. PUBLIC HEARING

- A. Small Cities Development Infrastructure Improvement Application –
1. S. Kuhlman announced the requirements and reason of the meeting.
 2. S. Kuhlman presented information about the proposed project and the needs of the City of Lamberton.
 3. S. Kuhlman overviewed potential funding sources and potential project schedule.
 4. S. Kuhlman called for any questions. There were no questions from the council or public.

The public Small Cities Development Infrastructure Improvement Application Hearing closed at 7:21 PM

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING • CITY HALL
March 10, 2025 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM March 10, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Walker (Zoom), J. Thram, C. Fenger, T. Birkemeyer, T. Neperman
- Others in Attendance: S. Kuhlman with Bollig Engineering.

A. Additions/Deletions to Agenda

1. Add Audit Information and ABDO Audit Presentation
2. RCA – POST Listing – Add Police Conversation.

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

2. CONSENT AGENDA

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

1. 2-10-2025 – CC Regular Minutes
2. 3-3-2025 – CC Work Session Minutes

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

3. PUBLIC HEARING

A. Small Cities Development Infrastructure Improvement Application Hearing 7:00PM

1. The regular meeting of the Lambertton City Council recessed at 7:00 PM for the Small Cities Development Infrastructure Improvement Application Hearing.
2. The regular meeting of the Lambertton City Council was reconvened at 7:21 PM.

4. GENERAL BUSINESS

A. Bollig Engineering –

1. S. Kuhlman overviewed funding sources and where applications are. USDA RD asked Bollig to strike trough the industrial park portion. MN direct legislative appropriations are holding hearings on proposed bills to be included in the bonding bill. Halter will testify in front of the Capital Investment Committee. Small Cities Development Infrastructure Improvement Application due March 16th. That will award a \$600,000 grant towards the infrastructure projects. Grove Street and Lead Service Line (LSL) projects have been submitted to the MN Public Facilities Authority for intended use plan. LSL new focus will turn to identifying the unknowns. The 25 lead service lines that were identified will be replaced with grant funds. That should happen the summer of 2025. The City has to pay the cost upfront, but will reimbursed 100%. Bollig asked for Task Order #5 be approved for engineering the LSL. This expense will reimbursed when the project is complete.

Motion/Second/Pass (Bittner/Cairnes/unanimous 5/0) to approve Bollig's Task order #5 in the amount of \$69,000.

B. Petitions, Request, Communications

1. Citizen Complaints & Concerns – 701 S Elm. – J. Walker explained that the race car in the driveway. Walker explained that the car is not required to be licensed. It would have to be another city ordinance that would cover it. The proposed ordinance would address it, but it has not been adopted yet.
2. Building/Zoning Permit Requests - None
3. Request for Council Action
 - a. RCA – Police Wage on POST Listing & Conversation – Halter explained that at the work session the council had discussed the POST listing for a Police Chief. The current POST listing has the wage at \$80,000. Halter is seeking to raise the listed to \$80-\$95,000 depending on experience. Discussion was held.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve advertising the Police Chief wage at \$80-95,000.

Halter explained that at the work session the council is questioning what hours are being worked and what police coverage we have. Officer Fenger presented the council with a sheet breaking down his wage for what he has been doing. He carries the phone with him 24/7, ten hours a week coverage. Fenger talked about how it was set up in the past. Mayor Sik explained that the biggest complaint received is the lack of presence. Mayor Sik also stated that ICRs need to be obtained and completed for all service requests. Chief Walker reiterated that documentation is important in having the data in case something else happens, and to have a clear understanding of the things that are happening in the community. Walker also stated investigations and cases need to be closed out in a timelier fashion. Walker suggested maybe more of Fenger's hours put towards investigations and working cases. Walker gave an overview of how Canby and the county are working to cover Canby when he is not available. Walker suggested to advertise on Indeed. Discussion was held on Determan request.

- b. RCA – Emergency Services & Public Works Support Position Job Description – Halter presented a job description for a new position that would cover ambulance call during the day Monday – Friday. Discussion was held about hours and wages.

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve the Emergency Service-City Support position job description.-

- c. RCA - Emergency Services & Public Works Support Position Job Ad

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve the Emergency Service-City Support ad.

- d. RCA – Ambulance Stretcher – Birkemeyer was present to discuss the stretcher used in the ambulance. Three bids were obtained. Stryker came in the lowest at \$56,945. The current stretcher has had issues with the stretcher charging and if you are off ½ inch – it will not work. The new system will have less lifting for staff with a hydraulic lift system. It comes down to safety for the patients and ambulance members. Discussion held.

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve purchase of new ambulance stretcher from Premier Specialty Vehicles..

- e. RCA – Earned Sick and Safe Time – Discussion held. Tabled at this time.
- f. RCA – Swimming Pool Positions – Halter indicated Hesse has applied for the manager position and has been working on getting lifeguards.

Motion/Second/Pass (Pfarr/Irlbeck/Bittner Abstained/unanimous 4/0) to approve Mindi Hesse as Pool Manager for the 2025 season.

Halter will use social media to advertise for lifeguards. Ask council for approval to advertise for lifeguards.

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve advertising for lifeguards for the 2025 season.

- g. RCA – Allina Clinic Lease – Halter and Cairnes went through the lease with Allina and we asked for a one year lease and Allina would prefer a 3 year. We did add that there will be a 3% increase yearly. Discussion held on plumbing and bills for clogged toilets.

Motion/Second/Pass (Cairnes/Irlbeck/ unanimous 5/0) to approve lease with amendments with Allina for the clinic.

C. Department Reports

- 1. Library – Report submitted. Discussion held on where to see Library events.

Motion/Second/Pass Bittner/Pfarr/unanimous 5/0) to approve the library report as submitted.

- 2. Ambulance Department – Since last council meeting there has been 14 calls for service. All covered by Lamberton. Still waiting for Avel system. Working with Sheriff on getting rid of dual page with Wabasso.

Motion/Second/Pass (Irlbeck/Cairnes/unanimous 5/0) to approve the Ambulance report as given.

- 3. Fire Department – The Fire Dept is exploring installation of a generator. They are working on quotes. They are asking the city pay for the electrical work that would need to be done to install the generator. Discussion held. EMR refresher being done. Discussion held about protocol with critical incidents.

Motion/Second/Pass (Pfarr/Cairnes/unanimous 5/0) to approve up to \$3,000 for the electrical work to install a generator.

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

- 4. Police Department – Chief Walker explained he is working through cases.

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to approve the police report as given.

- 5. Maintenance Department – New equipment for the park has been received. Thram asked the council if it is still the plan to move the older equipment down to Kuhar park. SW Glass is working on clinic windows. They are working on cutting down the smaller ash trees. Following where Kecks have removed the larger trees. Discussion held.

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

6. Administration/EDA Department – Halter has put a lot of time into creating ambulance policy and recruitment. Their next meeting will be an open house inviting anyone interested. Safe Routes for School is wrapping up, went to the day on the hill, will testify tomorrow for bonding bill. Halter asked for clarification for the cannabis ordinance.

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to approve the Administrative/EDA report as given.

D. Financial Report & Approval of Claims

1. Abdo has completed the 2024 Audit. A recorded presentation of the audit was shown to the council.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to accept the 2024 audit.

2. March 2025 Financial Report
3. Approval of Claims

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to accept the March Financial Report and Approval of Claims.

5. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Local Board of Appeal & Equalization Meeting will be held April 10, 2025 10:30-11:00AM at the Redwood Falls Government Center on Mill Street in Redwood Falls.
2. Mineral Interest Surplus – 804 S Cherry Street – Halter received notice stating we can make a claim against the mineral rights for the property.
3. LMC – Legislative Issues – Halter included the LMC sheets explaining issues and where they stand. This information is just to make the council aware.

6. NEXT MEETING DATES

- A. Regular Council Meeting April 14, 2025 at 6:30 PM

7. ADJOURNMENT

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 9:23 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
SPECIAL MEETING MINUTES • CITY HALL
March 31, 2025 • 6:00 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:00 PM March 31, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter

A. Additions/Deletions to Agenda

Motion/Second/Pass (Pfarr/Cairnes/unanimous 4/0) to approve the agenda as given.

2. GENERAL BUSINESS

A. Requests for Council Action

1. RCA – Ambulance Sign-On Bonus – The ambulance members would like to offer a sign-on bonus for people to join the ambulance service. Mayor Sik stated he would like to also extend this offer to those currently on the service to be paid out over two years. Discussion was held on amounts to offer, how they would be distributed and that this is an unbudgeted expense. There has been interest with the recruitment efforts, but the crew is hoping sign-on bonuses will turn maybes in to yeses.

2.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve a sign-on bonus for those who become an EMT or EMR. \$1,200 for EMTs and \$750 for EMRs. It is an unbudgeted expenses that will be paid out in three installments. The first third when they obtain their license, the second third after they complete their first year and the third after they complete their second year of service. The sign-on bonus will last until December 2026.

Halter presented an EMT/EMR Course Reimbursement Agreement with a EMT/EMR Sign-On Bonus Statement of Understanding. Discussion held and changes made.

Motion/Second/Pass (Bittner/Cairnes/unanimous 5/0) to approve the presented EMT/EMR Course Reimbursement Agreement with a EMT/EMR Sign-On Bonus Statement with changes.

3. RCA – Emergency Services and City Support Staff – The HR committee along with Halter, Birkemeyer and Thram interviewed the applicant for the Emergency Service/City Support position. Kim Mittelstadt is currently an EMT with the service, has worked for the national park service and has many of the skills needed for the variety of jobs at the city. Discussion was held by the council.

Motion/Second/Pass (Bittner/Pfarr /unanimous 5/0) to offer the unbudgeted EMS Services/City Support position to Kim Mittelstadt full-time at Grade 5 Step 2.

4. RCA – Employment and Volunteer Agreement – Halter presented an Employment and Volunteer Agreement. This agreement would allow a city employee to be on volunteer service outside their regular work hours. The agreement makes distinct lines between their paid position and their volunteer position. Halter is waiting to hear from Novak as to the legalities of it. Discussion was held. No action taken until Novak responds.

3. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to hold Special City Council Meetings on April 7th & 8th, 2025 starting at 5:30PM for the purpose of interviewing police chief candidates.

4. NEXT MEETING DATES


- A. Special Council Meeting April 7, 2025 at 5:30 PM
- B. Special Council Meeting April 8, 2025 at 5:30 PM
- C. Regular Council Meeting April 14, 2025 at 6:30 PM

5. ADJOURNMENT

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 7:48PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
SPECIAL MEETING MINUTES • CITY HALL
April 7, 2025 • 5:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM April 7, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Walker

A. Additions/Deletions to Agenda

1. Remove Ranald Phillips for interview – he has rescinded his application.

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

2. GENERAL BUSINESS

- A. Interview Gregory McWhirter for Chief of Police – Gregory McWhirter did not attend interview.
- B. Interview Derick Determan for Chief of Police – Interview was conducted.
- C. Employment and Volunteer Agreement - Novak doesn't see a problem with the agreement as written. Halter did add a line that states the agreement can be terminated in writing by either party.

Motion/Second/Pass (Cairnes/Irlbeck/unanimous 5/0) to approve the Employment and Volunteer Agreement.

3. NEXT MEETING DATES

- A. Special Council Meeting April 8, 2025 at 5:30 PM
- B. Regular Council Meeting April 14, 2025 at 6:30 PM

4. ADJOURNMENT

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 7:20 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
SPECIAL MEETING MINUTES • CITY HALL
April 8, 2025 • 5:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM April 7, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Walker

A. Additions/Deletions to Agenda

1. Paul Drains rescinded his application prior to the meeting.
2. Approve the minutes of the Small Cities Development Infrastructure Improvement Application Hearing
3. Resolution 2025-03 selecting Bollig Engineering

2. GENERAL BUSINESS

- A. Interview Martin Brown for Chief of Police – Interview was conducted with candidate via Zoom.
- B. Interview Erick Johnson for Chief of Police – Interview was conducted.
- C. Discussion on Interviews and Police Chief position was held.
- D. Approve the minutes of the Small Cities Development Infrastructure Improvement Application Hearing – Halter explained she needs to get the approved minutes to Bollig by Thursday for an application.

Motion/Second/Pass (Bittner/Cairnes/unanimous 5/0) to approve the minutes of the Small Cities Development Infrastructure Improvement Application Hearing.

- E. Resolution 2025-03 selecting Bollig Engineering Halter explained resolution needs approval for a funding application due Thursday.

Motion/Second/Pass (Irlbeck/Cairnes/unanimous 5/0) to approve Resolution 2025-03 Selecting Bollig Engineering.


3. NEXT MEETING DATES

- A. Regular Council Meeting April 14, 2025 at 6:30 PM

4. ADJOURNMENT

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 7:48 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
April 14, 2025 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM April 14, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, T. Birkemeyer, T. Neperman, A. Vogel

A. Additions/Deletions to Agenda

1. Add RCA – Commercial Club
2. Add RCA – Library Hire

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. 3-10-2025 City Council Regular Meeting
2. 3-31-2025 City Council Special Meeting Minutes
3. 4-7-2025 City Council Special Meeting Minutes
4. 4-8-2025 City Council Special Meeting Minutes

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

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. Citizen Complaints & Concerns –

- a. Cassidy Miller – Ash Trees – Discussion was held. Boulevard trees have started to be removed using budgeted money. Removal has started at the Northwest corner of town and working east and south. Budgeted money has been used, so now we will wait until the next budget season. Mayor Sik stated if Miller was not getting a response from Halter he should have come to the council members before he took the trees down.

2. Building/Zoning Permit Requests –

- a. Daniel Kronbach – Tree House construction

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve building permit 2025-01417 2nd Ave W. Daniel Kronbach Tree House.

3. Request for Council Action

- a. RCA – Tree & Wood Storage Ordinance & Parking Ordinance Posting – Revised ordinances were gone over during a council work session. Discussion held. Ordinances need to be available to the public for 10 days prior to the council voting on

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve posting the proposed Tree & Wood Storage Ordinance and the Parking Ordinances.

- b. RCA – Earned Sick and Safe Time Policy – Discussion was held.

Motion/Second/Pass (Cairnes/Pfarr/unanimous 5/0) to approve the Earned Sick & Safe Time Policy on the condition that a work session is set up to work through updating current policy for full-time employees to meet the new requirements.

- c. RCA – Ambulance Resignation – Rob Stoppel has submitted his resignation from the Ambulance service because of a change in job duties.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve the resignation of Rob Stoppel from the Ambulance service and thank him for his service.

- d. RCA – Commercial Club Printing - The Commercial Club has a new business directory and is looking for someone to print them. The City Fee schedule would be \$1 per page and they are two sided so – it would be \$2 a flyer.

Motion/Second/Pass (Pfarr/Cairnes/unanimous 5/0) to print the flyers at City cost for the Commercial Club.

- e. RCA – Library Hire – Linda Roiger has applied to be a fill-in position.

Motion/Second/Pass (Bittner/Cairnes/unanimous 5/0) to approve the hiring of Linda Roiger at Grade 1 Step 3.

B. Department Reports

1. Library – Report Submitted. Vogel present and updated the council on attendance of Library Week events. 38 people attended the movie, 26 kids for games, 27 kids attended bad art night, Sound Bath 23 people, and Bed-Time Stories had 18 people.

Motion/Second/Pass (Pfarr/Cairnes/unanimous 5/0) to approve the library report as presented.

2. Ambulance Department – Director Birkenmeyer was present. The Lambertson Ambulance was Recognition for Clinical Excellence. This is the second year in a row. March there were 13 calls with 12 transports and 1 fire stand-by. Wabasso has not taken any calls in the last 2 months. Wabasso has approached us ending the contract of dual page. Birkenmeyer will talk to the Sheriff and get things in place. The new cot will get installed this next month. Birkenmeyer would like to add a \$150 No-Load or Lift Assist Fee to the fee schedule. Because there is expense in being called out and the service cannot bill insurance if there is no transport.

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to modify the Fee Schedule to add \$150 No-Load for Ambulance services.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the Ambulance report as given.

3. Fire Department – Chief Neperman was present and reported they did do some requested CRP burns. The radio in one of the fire trucks has been replaced that was causing trouble. Generator bids came in much higher than expected so they are not moving forward with that at this time. The department is 3 people short. Halter stated she would like to move towards fire recruitment.

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve the fire report as given.

4. Police Department – No report.

5. Maintenance Department – Thram was present. City Park and Kuhar Park are open. Started sweeping streets. Clinic windows are ordered.

Motion/Second/Pass (Irlbeck/Cairnes/unanimous 5/0) to approve the Maintenance report as given.

6. Administration/EDA Department – Worked on Ambulance recruitment, Police Interviews, Halter is on the Core Team for Redwood County Childcare Initiative (Lamberton is currently 70 spots short), Halter will be out a couple weeks for knee replacement surgery.

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

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

1. 2025-04 – Resolution Accepting Donations

D. Financial Report & Approval of Claims

1. April 2025 Financial Report
2. Approval of Claims
3. Quarterly Balances

Motion/Second/Pass (Cairnes/Pfarr/unanimous 5/0) to approve Resolution 2025-04, April Financial Report and Approval Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Lambertson Taxation Valuations – Halter attended. No residents attended.
2. Notice of Surplus Proceeds – Stillo Property because it sold for more than the assessments, the City can make a claim for any of the extra funds. Halter questioned if the council knew of expenses that may not have been paid that we should put a claim in for.
3. Clinic – Final Lease – Halter will have Lydell sign.
4. Bittner gave an update from her SRDC meeting. Other communities for blighted properties are offering a rebate to encourage people to take care of their blighted properties.

The council moved into a closed meeting to discuss a personnel matter at 8:00 PM

Closed portion of the meeting began at 8:00 PM.

Present for the closed session: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
Staff in Attendance: V. Halter

Discussion held on the Chief of Police applicants.

Resumed regular meeting at 8:22 PM.

RCA – Police Chief position – There were three applicants interviewed for the Chief of Police position.

Motion/Second/Pass (Cairnes/Bittner/unanimous 5/0) to approve offer the Police Chief position to Derek Determan at 40 hours a week at a salaried wage of \$85,000 and able to a vehicle home. Halter has the authority to offer up to \$90,000 if need be.


5. NEXT MEETING DATES

Regular Council Meeting May 12, 2025 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Pfarr/Cairnes/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 8:30PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lyndell Sik
Mayor

LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
May 12, 2025 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM May 12, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, T. Neperman
- Others in Attendance: Mike Vollmer, Kim Robinson, Perry Schneider

A. Additions/Deletions to Agenda

1. Add Additional Complaints Received
2. Library Report Submitted

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. 4-14-2025 – City Council Regular Minutes

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

3. GENERAL BUSINESS

A. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- a. Cassidy Miller – Follow-Up Letter to last month's meeting. The council had no further discussion or questions.
 - b. 402 Ash Street Complaint – Mayor Sik questioned and commented on it.
 - c. Additional Complaints Received – Council questioned street sweeping. Discussion held on the locker building. Discussion was held on additional complaints and nuisances.
- 2. Building/Zoning Permit Requests - None**
- 3. Request for Council Action**
- a. RCA – Discussion Tree & Parking Ordinances – Mayor Sik allowed those present to speak on their concerns. P. Schneider expressed his concern of the City being able to come onto private property for hazardous tree removal. Schneider also questioned Ash tree removal. Schneider questioned parking his trailers on his property. Mayor Sik explained that these ordinances are for worse case scenarios. The City needs to have an avenue to take care of problems if the property owners are not taking care of things. Mayor Sik also noted we have always had these ordinances; the city is just working on updating them. Kim Robinson expressed her concern about the requirement to have her wood pile off the ground by 6 inches. She questioned if she would have to move the existing pile. Mike Vollmer questioned the three-day parking limit.

Discussion was held on parking time limit.

Motion/Second/Pass (Cairnes/Irlbeck/unanimous 5/0) to approve changing the proposed parking ordinance from 72 hours to 7 days or 168 hours.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to adopt the Parking Ordinance with the time change.

Discussion was held on wood piles and second opinions on diseased trees.

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to remove the requirement to store wood off the ground (5A3).

Motion/Second/Pass (Cairnes/Bittner/unanimous 5/0) to approve changing the proposed tree ordinance to allow a property owner to obtain a second opinion from a certified arborist within 45

days at the property owners expense.

Motion/Second/Pass (Bittner/Cairnes/unanimous 5/0) to adopt the Tree Wood Storage Ordinance with the changes voted upon.

b. RCA – Ambulance Pay Rates – Halter explained that we have policy in place now for how ambulance volunteers will be paid. The council had not adopted actual dollar amounts for each category. Discussion was held on them being paid for a flat 2 hours per call or actual call time. The rates will be included in the fee schedule, so the policy does not change every year.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the Ambulance Pay Rates.

c. RCA – Ambulance Retention Bonus – When the city offered a sign-on bonus for those who signed to be on the service – the council talked about offering a retention bonus to those on the service. The bonus would be \$1200 for EMTs and \$750 for EMRs. It would be paid out over three years. Fire Chief Neperman questioned if this would be offered to the Fire Dept. Mayor Sik replied if they want to be on the ambulance schedule, they would qualify for the bonus.

Motion/Second/Pass (Cairnes/Irlbeck/unanimous 5/0) to approve the retention bonuses for the Ambulance service.

d. RCA – Ambulance Billing – Halter explained there have been changes with the ambulance billing company and they are asking for a new contract. Currently we pay a flat rate per call of \$25. They are switching to 7% on funds they collect. Halter also requested a change in payment terms and remove language and fee requiring a set-up fee. Discussion was held.

Motion/Second/Pass (Cairnes/Irlbeck/unanimous 5/0) to approve the revised contract with Hometown Billing.

e. RCA – Stavnes Rental Property – Halter explained complaints have been received on the storage container Chad Stavnes placed on his rental property. Halter explained that Stavnes had been in before placing the container and she at the time didn't think it needed a building permit because it was a moveable structure. (Halter has since learned that all structures need building permits.) Halter contacted city attorney Matt Novak for guidance. Novak said to send a letter asking for a permit to be filled out. Halter did so, but has not received any contact about it. Halter stated that there are two possible issues with the placement on the unit. One is we are unsure of the actual platted alley lines and two impervious surface area of the lot. Halter did contact Bollig to survey the alley to find the actual lot lines, but it has not been done yet. Mayor Sik asked Halter contact Stavnes.

f. RCA – Old School Parcels – Halter was contacted by Bolton & Menk. They are working with RRC to break up the old school parcel. RRC will be keeping the shop area making it its own parcel. Halter reached out to both the engineers and Novak for guidance. Halter questioned if new owners purchase the rest of the building, how will they access the courtyard area between the gym and the one-story portion of the old school. Novak recommended the city does nothing and let it move forward. Discussion was held. Mayor Sik wanted to make it clear the city is letting them do what they want in breaking up the parcel, but it is up to RRC to make sure the other property owners have access to their property. It will not be up to the council to fix any problems created by the split and access to other properties.

g. RCA – Ordinance for Lead Service Line Replacement – Halter explained part of the application for grant funding for Lead Service Line Replacement is to have an ordinance in place to allow work to be done on private property. Halter needs permission to post the proposed ordinance so it can be voted on at the June meeting.

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to approve posting the proposed Lead Service Line Replacement Ordinance no. 162.

B. Department Reports

1. Library – Report submitted.

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

2. Ambulance Department – Birkemeyer asked Halter report there were 14 calls last month with 3 no-loads and 2 fire standbys covered by Wabasso because the ambulance was out on other calls. The new stretcher has been installed. There were problems, but Stryker came out the next day and fixed what was needed. The state inspection was passed with no issues. One person signed up for the EMT course.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve the ambulance report as given.

3. Fire Department – Chief Neperman was present. Officers were elected. Tankers/Pumps were inspected. They will change to biannual inspections. Currently 17 on the roster.

Motion/Second/Pass (Cairnes/Bittner/unanimous 5/0) to approve the fire report as given.

4. Police Department – Halter reported Officer Fenger is doing the background check on the Police Chief hire. Discussion held.
5. Maintenance Department – Thram present. They have been working on the pool and opening parks. Patching holes. Council questioned Hwy 14 through town and if someone can be called. Thram will call DOT. Pfarr question the dock down at Kuhar. Thram will call DNR.

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to approve Maintenance report as given.

6. Administration/EDA Department – Halter submitted report. Discussion held.

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

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

1. 2025-05 Resolution Accepting Donations
2. 2025-06 Resolution for Lead Service Line Application
 - a. RCA – Lead Service Lines Application Resolution – Halter explained a resolution is needed for the application stating the council is in favor of the application.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve resolutions 2025-05 and 2025-06.

D. Financial Report & Approval of Claims

1. May 2025 Financial Report
 2. Approval of Claims
- Questions on Cell Phone bill answered.

Motion/Second/Pass (Irlbeck/Cairnes/unanimous 5/0) to approve the Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Pool Grant Rejection Letter – The City did not get the Taylor Family Foundation grant. Discussion held.

5. NEXT MEETING DATES

- A. Regular Council Meeting June 9, 2025 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 8:26 PM.

Respectfully Submitted


Valerie Halter
Clerk


Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
June 9, 2025 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM June 9, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, A. Vogel
- Others in Attendance: Marc Weedman, Scott Kuhlman

A. Additions/Deletions to Agenda

1. Add RCA – Meat Locker Building
2. Add RCA – Ambulance Resignation
3. Add to Zoning – Re-Zone Old School Site

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. 5-12-2025 – City Council Regular Minutes

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

3. GENERAL BUSINESS

- A. Bollig Engineering Update –** Scott Kuhlman updated the council on the USDA RD application. State will be passing a bonding bill, but will not have individual projects like Lamberton's in it. Lead Service Line replacement will be moving forward with the 25 homes that have known lead service lines. Will be working on grant funds to help resolve the unknown pipe types in the community. Kohlman asked that the council approves bidding for the LSL project once we have been approved by the dept of Health. Residents will be notified and required to sign up. Grove Street funding is still being worked on.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve bidding for the Lead Service Line replacement on the properties that have been identified to have lead service lines once the Dept. of Health approves funding.

B. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- a. 2 – for the Tire Shop
- b. 607 Hemlock
- c. 500 Block Main Street Sidewalk – Discussion held.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve grinding the stump out, replacing sidewalk and assessing it to their taxes.

- d. Community Center Rentals – Discussion held. Council member Cairns thanked whoever sent it in as others probably have the same question. Librarian Vogel was present to explain that the Library has been hosting the events as a wellness activity and a way to promote the library. They have had people sign up for library cards to take advantage of the offering. Vogel explained that she looks at if it benefits the entire community vs just benefitting a group or business. Vogel emphasized if she is unsure she seeks council guidance. Council Bittner asked Vogel to draft up a policy so there are guidelines.

2. Building/Zoning Permit Requests

- a. 709 S Birch – J Grunewald – Patio

Motion/Second/Pass (Irlbeck/Cairnes/unanimous 5/0) to approve the building permit for 709 S Birch for Jacob Grunewald.

- b. RRC Old Site Rezoning – Nate Erickson of the RRC school Board was in and is requesting the old school site be re-zoned to commercial. Currently the site is zoned residential. The board has taken bids to sell the part of the site they will no longer use. They have received one bid that would like the gym and auditorium. The bidder has concerns over the current zoning and limiting the potential of use in the future. The school is looking to have the school rezoned so that it is not an issue for potential buyers.

3. Request for Council Action

- a. RCA – Meat Locker Building. Halter has gotten one of the signatures needed to transfer the building back into the City's name. Marc Weedman is interested in purchasing the building for a \$1. Weedman would like to work on the

building from the inside to see if it's worth saving. Mayor Sik said if we did this, we would want a timeline of a two years. Discussion held. Will wait for EDA recommendation.

- b. RCA – Ordinance #162 - Lead Service Line Replacement Ordinance has been printed in the paper and posted online. No public comments have been received.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to adopt Ordinance No. 162 Lead Service Line Replacement.

- c. RCA - Stavnes Container – Halter talked to Stavnes about moving the container. He would be willing to move it, but the city would have to pay for the move. Stavnes received a quote to move the container to an out-of-town location for \$700. Stavnes did ask for site prep expense. Discussion was held.

Motion/Second/Pass (Pfarr/Irlbeck/Sik opposing 4/1) to approve paying \$700 to move the container out of town.

- a. RCA – City Hall Electrical Panel – Halter explained the fire department is no longer pursuing a generator but have requested the panel to be replaced. Council requested more information. No action taken.
- b. RCA – Radtke Property Tree – Halter explained there is a tree on the Radtke property on Ash Street that hangs over the neighbor's house. Halter has sent a letter and posted the letter on the property's door that the tree needs to be removed by June 23, 2025. Because there is no one living there, no one on the taxes is living, and no taxes have been paid in over two years, Halter asked if the city could go ahead and get the tree removed before the 23rd deadline. Discussion was held. Council feels the city needs to wait for the 23rd date.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve removal of the tree in question on the Radtke property after the June 23, 2025 deadline.

- c. RCA – Wetter Camper – Halter explained that Wetter is living in his camper on an empty lot next to his business. Halter asked if this was going to be allowed. Discussion was held.

Motion/Second/Pass (Cairns/Irlbeck/unanimous 5/0) to approve changing the EDA meeting dates to the first Tuesday of the month.

- d. RCA – EDA Meeting Date – Halter explained she is having difficulty getting a quorum at EDA meetings. At the last meeting there were three members present, and they discussed trying a different meeting date. But because there was not a quorum, Halter is asking the council to approve the meeting date of the EDA to the first Tuesday of the month. Mayor Sik also mentioned there are open spots on EDA and encourages people to apply.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve changing the EDA meeting dates to the first Tuesday of the month.

- e. RCA – Ambulance Director Resignation & Appointment of New Director – Tim Birkemeyer official resigned as of July 1, 2025. Kim Mittelstadt will have the Ambulance Director role added to her duties. Adma Fuchs has resigned as he no longer works in Lamberton.

Motion/Second/Pass (Cairns/Irlbeck/unanimous 5/0) to approve the resignation of Tim Birkemeyer as Ambulance Director and Adam Fuchs from the ambulance service.

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve Kim Mittelstadt as Ambulance Director as part of her duties.

- f. RCA – Pool Employees – A list of employees for the pool was presented. It was Noted that Z. Zueg will be resigning for work closer to home.

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to approve the list of employees for the pool.

- g. RCA – Police Chief Hiring – Discussion held.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the hiring of Derick Determan as full time Police Chief as of June 16, 2025 with a one-year probationary period.

- h. RCA – Redwood County Assessing Services Contract – Redwood County has sent a new contract for Assessing services. They are requesting the contract be for 3 years instead of 2 with the rate of \$12/parcel for all three years.

Motion/Second/Pass (Cairns/Irlbeck/unanimous 5/0) to approve the three year Assessing Services contract with the county.

- i. RCA – REC Projects this Summer – Halter explained REC is looking at doing two projects in town this summer. One would be from the Lutheran church to the new school behind the properties. Halter explained that there is no platted alley behind those properties and should talk to the school. The second project would be from the new school to Meadowland along Ash Street. REC would like to move their facilities underground on the east side of Ash. REC wants to know if the council has any concerns. Discussion was held. Halter will let REC know that the City wants to approve transformer placement and that they notify the residents.

- j. RCA – Work Session Dates & Topics of Discussion – Halter would like to set up two dates. One for a tour of all city facilities and the other as a true work session. Topics to include Police hourly position, container storage, personnel policy, community center policy, forgive taxes as development incentive.

Motion/Second/Pass (Irlbeck/Cairns/unanimous 5/0) to approve a Work Session on June 23, 2025 at 5:30 and June 30, 2025 at 5:30.

RECORDING OF MEETING STOPPED BECAUSE OF TECHNICAL ISSUES.

C. Department Reports

1. Library – Vogel submitted a report. Summer program is getting underway and is going well.

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

2. Ambulance Department – No Report

3. Fire Department – No Report

4. Police Department – No Report

5. Maintenance Department – Thram reported working on the pool, parks, trees getting things ready for summer.

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

6. Administration/EDA Department – Halter reported attending the Housing Institute, working on ambulance, working with Bollig, EDA activity.

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

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

1. 2025-07 Resolution of Support 2026 State Bonding

2. 2025-08 Resolution Accepting Donations

3. 2025-09 Resolution Government Resolution SCDP

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve resolutions 2025-07, 2025-08 and 2025-09.

E. Financial Report & Approval of Claims

1. June 2025 Financial Report

2. Approval of Claims

Motion/Second/Pass (Irlbeck/Cairns/unanimous 5/0) to approve the Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Bolton & Menk Parcel Split – Old School

2. Street Light Bill Explanation

5. NEXT MEETING DATES

- A. Work Sessions on Monday June 23 and Monday June 30, 2025 both at 5:30

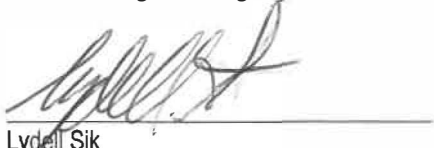
- B. Regular Council Meeting July 14, 2025 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 8:30 PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
WORK SESSION • CITY FACILITY LOCATIONS
June 23, 2025 • 5:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 5:30 PM June 23, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck (left after city shop), A. Cairns (left after empty lots), L. Pfarr
- Staff in Attendance: V. Halter, J. Thram
- Others in Attendance: Jadell Morales

A. Additions/Deletions to Agenda

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

2. GENERAL BUSINESS

A. Council Tour City Facilities

1. Ash Street Lift Station
 - a. Discussion on Radke property adjacent to city lot.
2. City Hall / Fire Hall
 - a. Electrical panel is a fire hazard.
3. Ambulance/Police
 - a. Police Squad is a 2013 with around 80,000.
4. City Shop
 - a. Ford Tractor wasn't made for the work it's used for. Have had to repair the loader several times. Discussion on payload upgrade.
5. Well Site
 - a. Pipes / Pump are replaced every 4 years or less because how hard the water is.
6. Brush Site
 - a. Discussion on size of trees/logs brought into the site.
7. Waste Water Ponds
8. Swimming Pool
9. 8th Ave
10. Water Tower
 - a. Holding tank needing painting at some point.
11. Empty Lots

3. NEXT MEETING DATES

- A. Work Session, June 30, 2025 at 5:30

4. ADJOURNMENT

Motion/Second/Pass (Bittner/Pfarr/unanimous 3/0) to adjourn the meeting. Meeting adjourned at 8:26 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lyden Sik
Mayor

LAMBERTON CITY COUNCIL

WORK SESSION MINUTES

June 30, 2025 • 5:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 5:30 PM June 30, 2025.
- Present: Mayor L. Sik, A. Cairns, L. Pfarr, L. Bittner and D. Irlbeck arrived late
- Staff in Attendance: V. Halter

A. Additions/Deletions to Agenda

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 3/0) to approve the agenda.

2. GENERAL BUSINESS

- A. Grove Street – Halter explained that Bollig was contacted by USDA-RD that they have loan funding available for the Grove Street project if we wanted to pursue it. Timing is favorable because we have a bond that final payments will be made in 2026. Discussion was held.
- B. Hourly Police Officers – Now that the City has a full-time Police Chief, the City needs to re-evaluate the agreement they have with C Fenger and establish a pay structure for any part-time police officers.
- C. Change of Ordinance or Zoning Code for Accessory Buildings/Storage – Halter asked the council for direction if they wanted to add either an ordinance or add to zoning to prohibit certain storage containers from being used in city limits. Discussion was held.
- D. Creating School Zone – Halter explained that during the Safe Routes to School (SRTS) Planning Grant process one of the concerns raised is the speed of traffic on Birch St in front of the school. Halter would like to establish a School Speed Zone from 5th to 7th during school hours. It would include installation of signs and passage from the council. Discussion was held.
- E. Community Center Rental Policy – A. Vogel submitted a draft policy and application for those requesting having the rental fee waived. Discussion was held.
- F. Personnel Policy – Earned Sick and Safe Time (ESST) went into law in 2024. The City needs to include this in their personnel policy and decide how it will affect their existing sick leave policy for full-time employees. Discussion was held.

3. NEXT MEETING DATES

- A. Regular Council Meeting, July 14, 2025 at 6:30

4. ADJOURNMENT

Motion/Second/Pass (Cairnes, Bittner/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 8:26 PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lydel Sik
Mayor

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
July 14, 2025 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM July 14, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, K. Mittelstadt, D. Determan, C. Fenger
- Others in Attendance: Scott Kuhlman, Bruce Beussman, Jim Simonson, Marcheale Walz, Troy Harms, Rebecca Christianson, Pat & Lynn Story, Tom Anderson, Perry Sneider

A. Additions/Deletions to Agenda

1. Add Resolution 2025-14 Sale of Lamberton Meats Building
2. Add RCA for Payloader
3. Add Year to Date Budget under Financial reports and claims

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

B. Swear in Police Chief Determan

Mayor Sik officially swore in Chief of Police Derick Determan.

2. CONSENT AGENDA

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

1. 6-9-2025 – City Council Regular Minutes
2. 6-23-2025 – City Council Work Session Minutes
3. 6-30-2025 – City Council Work Session Minutes

Motion/Second/Pass (Bittner/Cairnes/ unanimous 5/0) to approve the minutes as listed with change to the 6-9-2025 Wetter Camper RCA motion to be deleted.

3. GENERAL BUSINESS

- A.** Scott Kuhlman of Bollig Engineering was present to talk about the USDA-RD funding package offered. The project would be done under two different USDA-RD loan programs for \$1,794,000. The council will have to pass a resolution for a Feasibility study. Lead Service Line Replacement – Bid opening this week. Then the project can move forward. The project is covered by grant funds by the state.

2025-10 – Resolution Authorizing Loans for Grove Street

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve Resolution 2025-10.

2025-11 – Resolution Ordering Preparation of Report on Improvement for Grove Street Project

Motion/Second/Pass (Cairns/Pfarr/unanimous 5/0) to approve Resolution 2025-11.

- B.** Public Hearing – Zoning Change Request RRC Old School Site 7:00 PM

C. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- a. Meadowland Co-Op – Bruce Beussman and Jim Simonson was present to talk about truck and trailer parking on the side of First Ave. There are several trailers and trucks that park along First Ave. it prohibits the ability to see for those doing business and making deliveries at the feed mill. Also with the parking and limited visibility cars tend to speed along that road and the combination is not safe. They are asking for no parking on the north side of First Ave east all the way to the scale office area. Some of the trucks/trailers do not belong to people living in town. Discussion held.

Motion/Second/Pass (Cairnes/Irlbeck/unanimous 5/0) to approve No parking on the north side of First east until to the scale office area.

Regular meeting paused for the Public Hearing on rezoning the old RRC school buildings.

Public Hearing on Rezoning the old RRC School parcels

Mayor Sik called the hearing to order. Mayor Sik clarified what parcels were being asked to be rezoned. It is all of the parcels excluding the auto shop addition. Cairns questioned the current letter intent the school has trying to understand the portions of the buildings being separated and what would be the potential use. A resident asked what the intent of the rezoning was. Sik explained that it is his understanding the school is negotiating the sale of portions of the building and for anyone to have a business at that site, needs to have the parcels rezoned. Current zoning is R1 and they are asking for Downtown Commercial Zoning. Questions and comments were heard. Discussion was held.

Public Hearing adjourned at 7:15 PM

Regular meeting resumed at 7:15 Pm.

Motion/Second/Pass (Cairnes/Pfarr/unanimous 5/0) to deny the rezoning application for lack of demonstrating need for rezoning.

- b. Hubert Alley – 305 5th Ave – holes in the alley. Cairns question alley maintenance schedule. Thram explained they usually go through with the box scrapper in the spring and some other time in the summer when there is moisture. He explained it is on the list for August and he has fill to use in the alleys. It was explained that alleys have not been regularly maintained with fill since Thram began with the city. Thram also explained that water sits in the alley ways because they are lower than the grass areas and that causes potholes.
 - c. Corner of Douglas & First – this has been moved.
 - d. 605 3rd Ave W – Halter has talked to him. He says he has a plan. Halter explained to him that as long as we see progress, the city will work with him.
 - e. 701 Elm St – Trailer in the way – Discussion was held that the trailer did not obstruct the corner.
 - f. 206 4th Ave E – Discussion held. Chief Determan said he has spoken to her.
 - g. 204 3rd Ave W – Halter stated she had public works set traps. Discussion held on abandoned properties.
 - h. Walz – Street Department – Walz was present to complain about the weeds and lack of string trimming. Walz feels with three people, there should be things done. Discussion was held on the street sweeper and spraying weeds in the gutters.
2. Building/Zoning Permit Requests
- a. 2025-03 – Stevenson – Deck
Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve Building Permit 2025-03 Stevenson deck.
 - b. 2025-04 – Senst – Patio
Motion/Second/Pass (Irlbeck/Cairns/unanimous 5/0) to approve Building Permit 2025-04 Senst patio.
3. Request for Council Action
- a. RCA – City Hall Electrical Pannel – Anderson electric stated that he would recommend having it changed because of age and the brand is known to cause fires. Discussion held.
Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to wait to replace the electrical panel at city hall until next year budgeting.
 - b. RCA – Community Center Policy on Rental Fee Waiver – Discussion held on policy presented.
Motion/Second/Pass (Bittner/Pfarr/Cairns Abstained 4/0) to approve Community Center Policy on Rental Fee Waiver.
 - c. RCA – Police Officer Wages & Charles Fenger – Halter stated that as discussed at the last work session, the city's wage scale for police officers does not work currently. The council had asked to see a small step scale with three steps. Hater suggested Grade 5 Step 1 \$28/hour, Grade 2 \$29/hour and Grade 3 \$30/hour. Officer Fenger stated he makes more at his other jobs and would like the current arrangement to continue. Discussion was held about the new chief's hours, changes in how calls are taken, and the county contract cost.
Motion/Second/Pass (Cairns/Pfarr/unanimous 5/0) to approve new step rates for part-time police officers.

Motion/Second/Pass (Cairns/Pfarr/unanimous 5/0) to discontinue the current contract with Chuck Fenger and move both Fenger and Walker to Step 3 of new pay scale.
 - d. RCA – School Speed Zone – Halter explained that during the Safe Routes to School (SRTS) planning grant process, one of the issues that was identified was slowing people down in front of the school. This is something the city can do at relatively low cost before we apply for the SRTS Infrastructure grant. Halter reached out to the Superintendent and the Colby Pack about speed and hours. They suggest 15 MPH with the hours of 7:30 AM-8:30

AM and 3:00-3:30PM. This would be from 5th Street to 7th Street.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve a school speed zone at the suggested hours and speed.

- e. RCA – Stavnes Container – Halter explained she received a response from Stavnes and is asking for direction from the council. Discussion was held. Council asked Halter to contact the company and then obtain a second opinion.
- f. RCA – SWIF Donation – requested donation of \$350. Cairns questioned if we benefit from their services. Halter explained the Lamberton Community foundation uses them, Halter has used them for information and contacts.

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve the donation to SWIF.

- g. RCA – Lamberton Meats Building – Halter has the signatures needed to change the building back to the City. Marc Weideman would like to purchase the building for \$1. Discussion held.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve Marc Weideman to purchase the Lamberton Meats building for \$1.

- h. RCA – Payloader – Halter explained this was discussed during work session. The tractor is tired and wasn't made for how it is used. RDO has a payloader available that is a trade in from Highwater Ethanol. We would not get the payloader until fall.

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve entering into a purchased agreement for the payloader.

D. Department Reports

- 1. Library – A report was submitted.

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

- 2. Ambulance Department – Director Mittelstadt was present. She reported they have added an EMR and there is potential for a couple more. Since the first of the year they have only been out of service for 3 hours due to lack of coverage. 23 calls in May 14 calls in June.

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

- 3. Fire Department – Chief Neperman had texted Halter with the FD purchased 5 new pagers, and will demo a soy based foam alternative.

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

Pfarr questioned if Fire training could be changed so that Tom could attend the meetings. There was no support for the request.

- 4. Police Department – Chief Determan was present. There were 18 calls for service in June. He asked for an impound lot option and for the city to consider having fees for towing and storage. Chief also asked for the city to consider forfeiting vehicles when applicable. Discussion was held.

Motion/Second/Pass (Cairns/Irlbeck/unanimous 5/0) to approve the Police report as given.

- 5. Maintenance Department – Thram was present. They installed the new playground equipment in the park. August is set for street repair work.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the Maintenance report as given

- 6. Administration/EDA Department – Halter explained she has been working on the grocery store, child care, complaints.

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

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

- 1. 2025-13 – Resolution Accepting Donations

F. Financial Report & Approval of Claims

- 1. July 2025 Financial Report
- 2. Approval of Claims
- 3. June Pool Information

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve resolutions 2025-013, the July 2025 Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

- 1. Demographics – Lamberton population 778 as of April 1, 2024 with an estimated 345 households.
- 2. Child Care Town Meeting – October 25, 2025 there is a town hall meeting about child care in Redwood County. Halter asked to fill out the surveys that come along and consider coming to the town hall meeting.

5. NEXT MEETING DATES

A. Town Meeting regarding Grocery Store July 15, 2025 at 6:00PM at the Community Center

B. Regular Council Meeting August 11, 2025 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Cairns/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 8:50 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
SPECIAL MEETING MINUTES
July 15, 2025 • 6:00 P.M.

A. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:0 PM July 15, 2025 t the Community Center.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, K. Vollmer, D. Detterman
- Others in Attendance: See attached registration sheets 126 signed in.
- 1. Additions/Deletions to Agenda

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

B. GENERAL BUSINESS

Mayor Sik opened the meeting thanking everyone for coming. Asked everyone to keep their comments short to allow everyone time that wants to speak. Mayor Sik introduced Gary Carlson.

1. Gary Carlson and Eric Olsem of Maynard's Foods talked about the challenges they are facing. The first year was profitable but the store has been taking a loss since. Maynard's has taken measures to cut costs like once a week truck delivery and stopping flyer distribution by mail. Carlson also explained areas out of their control. Manufacturers pricing and sales items. Carlson stressed the need for a meat cutter, store manager and the need for increased sales.

Carlson and Olsem took questions and comments from the audience. Questions and comments included not having items from the sales flyer, quality of produce, employees on cell phones, groceries being carried out, milk expiration, special requests, on-line ordering, and staff always friendly and helpful.

Carlson thanked everyone for their comments. Carlson stated Maynard's can try to keep the store open but again they need a meat cutter and a manager. Pete Furth said he would cut meat for them. Carlson said he would look closer at the break-even number and will do what they can to keep the store open.

Mayor Sik thanked Carlson and Olsem.

2. Halter presented a presentation on the future of groceries in Lambertton. Halter explained the steps that were taken once notified that the grocery store would be closing. Halter then went into the challenges facing rural grocery stores. Challenges include small margins of 1-3%, residents use town stores for fill-in items only, old buildings and outdated equipment, lack of community support and loyalty.


Halter explained once she understood no neighboring stores would want to purchase Lambertton, she explored what options there would be. Halter then explored the Co-op model. This would be people buying shares into the co-op to keep it open. Halter went through the pros and cons of a co-op. Halter concluded that there is work to be done and Lambertton needs to be positive and work together.

3. City Council
There were no questions to the council.

C. ADJOURNMENT

Motion/Second/Pass (Cairnes/Pfarr/unanimous 5/0) to adjourn the meeting. Meeting adjourned at approximately 7:45 PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik
Mayor

Lamberton City Council
Meeting Date: 7-15-2025
Official Record of Attendees

	Name - Printed
1	Joanne Eykyn
2	Marty Sarne
3	Naomi Wetter
4	Naomi Wetter
5	Jim Sarre
6	Sue Redman
7	Janet Kelsey
8	David Smith
9	Angie Bell
10	Pat Stiles
11	LeRoy Kroger
12	Dee Parker
13	Ralph Lepp
14	Sue Lepp
15	Deborah Snyder
16	Deborah Snyder
17	Tamara Johnson-Bell
18	Alice Vest
19	Dhruval Patel
20	Mary Hewitt

Lamberton City Council
Meeting Date: 7-15-2025
Official Record of Attendees

	Name - Printed
1	Cathy Graft
2	Darrel Graft
3	Randa W. Jett
4	Cheryl Van Meveren
5	Kipper Krenin
6	Chloe Hamethun
7	Jane Moore
8	Mel Vang
9	John M. Anderson
10	Jill Jurek
11	Ludi Fuhke
12	Kiki Hubert
13	Marc Wiedeman
14	Ann M. Baker
15	Laine Hudson
16	Randy
17	Roger Sackett
18	Nicole Lanoue
19	Sandy Anderson
20	John Dain

Lamberton City Council
Meeting Date: 7-15-2025
Official Record of Attendees

Name - Printed	
1	Ardelle Fonss
2	Maryann Brewster
3	Bill Pfarr
4	Gary Wille
5	Jane Zimmerman
6	Gloria Schult
7	Dolores Jellens
8	Kate
9	Vicki Quercy
10	Emilia Smith
11	Darla Gilb
12	Lowell Huhby
13	Faye Inker-Witte
14	Jodie Geske
15	Kevin Batatda
16	Doug Larson
17	Gordy Lissman
18	Debbie Vollmer
19	Alia Wegman
20	Josh Erickson

Lamberton City Council
Meeting Date: 7-15-2025
Official Record of Attendees

	Name - Printed
1	LISA BROUGHTON
2	TRAVIS WORRELL
3	Joleen Erickson
4	Virginia Waldruff
5	Jayne Pittner
6	Katy Wille
7	Darold - Sharon Coulter
8	Mary Neperman
9	Terry Neperman
10	Jo RuncK
11	Brad Gisch
12	Jay Jessiman
13	
14	Rob Pack
15	Ron Klein
16	Barbara R. Lape
17	Clare L. Polyn
18	Melvin Wellhite
19	Len Bond
20	Ashten Kell

Lamberton City Council
Meeting Date: 7-15-2025
Official Record of Attendees

	Name - Printed
1	Linda Nielsen
2	Gayle Erickson
3	Brian Reed
4	Gene Asp
5	Justin Thum
6	Brett Baumann
7	Dave Pickel
8	Richard Wegman
9	Shari Kerpis
10	Megan Inker
11	Nancy Jensen
12	Dennis Chao
13	John W. Casey
14	GARY CARLSON
15	Eric Olsen
16	Linda Scherer
17	Rogers Sandy Polk
18	Bill Schaffner
19	Laverne Mathison
20	Sandy Gustad

Lamberton City Council
Meeting Date: 7-15-2025
Official Record of Attendees

	Name - Printed
1	Julie Erickson
2	Lathrop J. Thompson
3	Bernadine Hewitt
4	Edie Coulter
5	Mary Titus
6	Olivia Nielsen
7	Deanna Busch
8	Julie Smith
9	Marlene Smith
10	Kyle Hubert
11	Terri Sik
12	Janis Nickel
13	Sandy Weedman
14	Betty Arnsden
15	Arle Peterson
16	Grace Heggild
17	Karl Dager
18	Judy Dager
19	Michelle Davis
20	Celine Thoe

Lamberton City Council
Meeting Date: 7-15-2025
Official Record of Attendees

	Name - Printed
1	Kari Pankonin
2	Garry Beermann
3	Ethan Johnson
4	Mark Woodruff
5	Anita Runk
6	Allie Parker
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	

LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
August 11, 2025 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM August 11, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, K. Mittelstadt, D. Determan, T. Neperman
- Others in Attendance: Scott Kuhlman (Bollig), Edward Gilmore (USDA), Tom Anderson, Kyle Hubert, Sandy Polkow, Debra Jellema, Jadel Forman, Marc Wiedeman, Brenda Derickson

A. Additions/Deletions to Agenda

1. Add Snow Plowing Complaint
2. Cat Complaint
3. Remove Swearing in Chief Determan

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. 7-14-2025 – CC Regular Meeting Minutes
2. 7-15-2025 – CC Town Hall Meeting Minutes

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

3. GENERAL BUSINESS

- A. USDA RD – Ed Gilmore** was present to explain the USDA loans the city has applied to redo Grove Street. A WEP loan will cover the utility replacement and CF loan will cover the road portion of the project, Gilmore answered questions from the council.
- B. Bollig Engineering – Scott Kuhlman** was present to update the council on Grove Street and the Lead Service Line replacement project, and other funding applications. The city will sign an agreement with Bollig to hire them to do the Grove St. projects. Round two is underway to classify lines that are unknown on the private side. Bids were received to replace the 25 private lead service lines. The lowest bid was from T.E. Underground of Tyler, MN. For \$229,027.50.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to accept the bid from T.E. Underground for replacement of 25 private lead service lines in the amount of \$229,027.50.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve execute the MPFA grant once available.

- C. Brenda Derickson – Old School Site – Derickson** was present to talk about the school's request for the zoning change request. Derickson explained that the building is currently zoned R1. By having the building rezoned to commercial or downtown commercial it is more attractive for someone to come in and buy it. Council explained that they were unable to answer the questions of residents at the zoning hearing and there was no one present from the school to answer the questions so they could not vote for the change without some questions being answered. Derickson encouraged the council to be open minded to different uses for the building that may require a zoning change.
- D. Petitions, Request, Communications**
1. Citizen Complaints & Concerns

Complaints that were included in this packet: T Anderson Voicemail, 408 Ash St, 410 Fir Street – (2 Complaints), 5th & Fir Stop Sign, 5th Street, Tree Stumps, Garbage on Water Bill, 202 3rd Ave E, Douglas & 1st St., Grove & 4th

Tom Anderson – Tom Anderson left a voice mail on the City Hall office on July 18, 2025 at approximately 9:00 PM. The message was played in its entirety at the meeting. In the message Anderson states that he had dead squirrel in his driveway with foam around its mouth and he has it in his freezer. Anderson stated they will be hell to pay if people are poisoning animals on his property. Anderson states "you are done inflicting misery on the populous. People, not just me, are to bashful to say anything." Anderson continues to talk about retribution from previous employees going back to Randy Tordsen. Anderson states that a city employee plowed the catholic church shut after he had been done cleaning it out. Anderson states the message had better be brought to the city council and that he would be talking to other people as well. Anderson goes on to state he is tired of this city running amuck. Anderson continues in the message to talk about the grocery store meeting that was going well until Val got up and talked about the coop thing. Anderson states that there is no other explanation other than having another big box store wanting to come in and to follow the money.

Mayor Sik explained to Anderson (present at the meeting) that Halter was doing due diligence because going into that meeting that night the last we had known was the grocery store was going to close. Halter was coming up with options. Sik stated that she was doing what she was told. Halter stated that Carlson came up to her after the meeting and thanked her for all the work and information about what rural grocery stores are going through. Discussion turned to Dollar General. The grocery store was stated to close before Dollar general came into the picture. Kyle Hubert complained about alleys. Anderson then talked about the dogs and cats being poisoned in the past. Discussion was held. Kyle Hubert then complained about animal control. Mayor Sik stated the city would have less problems if pet owners would just take care of their animals. Mayor Sik also stated that all these complaints need to stop. People need to go through the correct process, if at that time they are not getting response, they can come to the council. Halter stated that people will come to the council because they don't think anything is being done, or what they feel should be getting done is not getting done. Halter asked what does the council want to do with the houses that should be torn down, but owners will not cooperate or respond. Halter stated that these properties are someone's personal property. We may not like the way they are kept and all of our standards are different, but they are someone's personal property and it's not easy to take them down. Halter feels this is a conversation the council needs to have. Mayor Sik stated to those present making comments, that he would like them to come with solutions. Discussion was held on stop signs. Tree stumps will be done when they have time, not high priority. Kyle Hubert brought up weeds at the end of his street. Jadel Morales questioned the council on what happens if nothing gets done. Mayor Sik stated they should come back to council. Morales brought us some other person's problem of corner getting seeded. Discussion held. Morales questioned what a reasonable time frame is. Mayor Sik felt my the next council meeting. Morales stated that three other people have come to her and stated Justin does not do his job and excuses himself as a farmer and terrorizes people and they are afraid to come to council and that the council won't do anything. Morales continued about snow in her driveway and snow removal on corners. Morales then addressed Halter stating she had come in and said Justin ruined her curb lawn by using his machinery to blow snow onto the her park. Halter stated she had said it is his responsibility to move snow off the corners. Morales said no that's not what happened that Halter stated this was a neighbor to neighbor issue. Morales then asked if this was still a neighbor to neighbor issue or a city issue. Halter stated she does not recall the situation. Halter continued by saying Morales came in to ask why Justin was removing snow on your corner and told Morales that it is Justin's responsibility to clean off corners and the neighbor thing was brought up because Morales tends to turn blame on anyone friends with Brian K. her neighbor she does not get along with and the fact that Justin and Brian are friends is probably why the neighbor to neighbor thing came up. Mayor Sik stepped in and stated Morales is starting to accuse city employees of property damage and said we need to talk to our city attorney before talking to her. Mayor Sik also suggested Morales get an attorney because we are getting into legal territory and if she has an official complaint direct to our attorney.

2. Building/Zoning Permit Requests – none
3. Request for Council Action
 - a. RCA – First Security Bank Request
 - 2025-14 Resolution to Release Pledged Collateral

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to approve resolution 2025-14 to release pledged collateral requested by First Security Bank.

- b. RCA – Handicap Sidewalk Access – Handicap access was requested at the corner of 2nd and Birch. Discussion held. Halter will give it to the county. Council tabled.
- c. RCA – Water Storage Tank Exterior Cleaning and Painting – Discussion was held. Thram stated it needs to get repainted and two bids have been received.

Motion/Second/Pass (Cairns/Irlbeck /unanimous 5/0) to approve resolution 2025-14 to release pledged collateral requested by First Security Bank.

E. Department Reports

1. Library – Report as submitted to council prior to meeting.
Motion/Second/Pass (Pfarr/Irlbeck/unanimous 4/0) to approve the Library report as submitted. (Bittner absent for vote.)
2. Ambulance Department – Director Mittelstedt was present. There were 15 calls in July. There are two people in EMT class now.
Motion/Second/Pass (Cairns/Irlbeck/unanimous 4/0) to approve accept the ambulance report as given. (Bittner absent for vote.)
3. Fire Department – Chief Neperman was present. There have been repairs on a couple of trucks. Trainings coming up and getting ready to fundraise for new equipment.
Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to approve the Fire Dept. report.
4. Police Department – Chief Determan was present and present his report. There were 35 calls for service in the last month. Council stated the varied hours are much appreciated.

Motion/Second/Pass (Cairns/Irlbeck/unanimous 5/0) to approve the Police report as given.

5. Maintenance Department – Thram was present. They have been working on the park and working on alleys. Alleys have not had gravel or rock on them in over 14 years. Hopes to work on street patching next. Lions Club installed turf in the bottom of the gaga ball pit.

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve the Maintenance report as given

6. Administration/EDA Department – Submitted report. Halter asked council for guidance as what her focus should be ordinances, complaints, housing, child care, getting new business to town. Halter stated she is more than frustrated by the number of complaints and the constant feeling of inadequacy and the constant negativity of residents. Halter stated she would love to have a community that is more supportive of their neighbors, she would like to see more involvement in trying to get positive things done. Mayor Sik stated to keep doing what she's doing. Discussion was held.

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to approve the Admin/EDA report as given.

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

1. 2025-15 – Resolution Accepting Donations

G. Financial Report & Approval of Claims

1. August 2025 Financial Report
2. Approval of Claims
3. July Pool Information – was not included in the council packet by mistake.

Motion/Second/Pass (Irlbeck/Cairns/unanimous 5/0) to approve resolutions 2025-015, the August 2025 Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Tax Forfeiture Sale – The first sale for the Wetenkamp property will be September 17th. If not sold the second sale will be October 20th and the final sale would be December/January if the property does not sell with the first two sales.
2. Redwood County Child Care Initiative – Halter explained that the Redwood County is working on child care solutions that can be used in the communities. According to the latest numbers the RRC school district is short 81 child care spots. The Redwood County Child Care initiative has surveys out to collect information from parents, providers, and employers. Everyone is encouraged to take the survey. Then in October there will be a county wide town hall meeting with the results that the group will use to work towards solutions. Halter put out a separate survey and she received responses which is giving some direction. Halter met with a facility person from the nursing home. There is possibility that they could house childcare in empty rooms of their facility.
3. Amy Klobuchar's Office called to say our funding request made the next hurdle, now we wait for the senate to pass the budget (September/October timeline).


5. NEXT MEETING DATES

- A. Regular Council Meeting September 8, 2025 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 9:10 PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik

**LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES • CITY HALL
September 8, 2025 • 6:30 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM September 8, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, K. Mittelstadt, D. Determan, T. Neperman
- Others in Attendance: Scott Kuhlman (Bollig), Marc Wiedeman, Matt Novak

A. Additions/Deletions to Agenda

1. RCA – Police Fee Schedule
2. RCA – Human Resources Disciplinary Action – CLOSED MEETING
3. 2025-06 – Building Permit Ricky Busch

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

2. CONSENT AGENDA

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

1. 8-11-2025 – CC Regular Meeting Minutes
2. 12-4-2025 – EDA Meeting Minutes

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

3. GENERAL BUSINESS

A. Bollig Engineering – Scott Kuhlman

1. Grove Street – Kuhlman went over what is left to be approved for the USDA RD loan agreement for Grove St. Kuhlman answered questions. Approval of the Owner-Engineering Agreement not acted upon and will be revisited next month.
2. Lead Service Line Replacement - Phase 2 of the LSLR will be determining the unknown service lines. Kuhlman updated on the next steps and asset management software system. Preconstruction meeting on the 18th for the 25 service lines that will be replaced this fall.

B. Matt Novak presented recommendations on public comments during meetings. Novak recommends limiting citizens to three minutes of comments and concerns each. Meetings are a place for some public comment, but people should be reaching out to council prior to the meetings. At the meetings there should be very little council response to public comments. If you have follow up questions, you can allow more time as needed. Novak also reminded the council that they act together. No individual council member has the authority to authorize anything. Official action needs to be taken. Multiple quotes need to be pursued for projects over \$25,000 and public bidding needs to happen for projects over \$175,000. Novak stated any council member can always call with questions.

C. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- a. Hubert Update – Hubert knocked the weeds down. Thram stated that he measured out what is the city's (approximately to the sign there). Cairns questioned the rocks. Thram explained it slows down water to not wash out into the field -the rock allows is to slow it down. Mayor Sik recognized that the city needs to be prepared to spray weeds next year as there have been so many complaints this year. Bittner expressed that personnel's personal equipment should not have to be used to do city business.

2. Building/Zoning Permit Requests

- a. 2025-04 - Meadowland Farmers Coop – Fuel Tank at Lumber Yard Site – Thram stated he talked to Meadowland and they have been in contact with the MPCA.

Motion/Second/Pass (Irlbeck/Pfarr/ unanimous 5/0) to approve building permit 2025-04 to Meadowland Farmers Coop.

- b. 2025-05 – Ricky & Dianna Busch for a deck/ramp at their home located at 705 S Douglas.

Motion/Second/Pass (Irlbeck/Bittner/ unanimous 5/0) to approve building permit 2025-04 to Ricky & Dianna Busch.

- c. Small Cell Facility – Halter explained that an application for a Small Cell Facility has been received for Verizon to place one a pole in the boulevard in front of the school to improve 5G service. Halter sent the application to the county highway dept because of the location. The highway engineer was questioning the location of being just 1 foot off the curb. Halter has not seen a response from the Verizon rep. No action taken at this time.

3. Request for Council Action

- a. RCA – Stavnes Shipping Container – Halter talked to Stavnes. He does not feel we have an agreement in place yet and he would like a reason for needing it moved beyond neighbor complaints. Stavnes keeps his properties looking nice. Discussion was held. Novak stated that he is likely not in compliance with the 30% permeable ground coverage. Halter asked for guidance. Novak in review of the ordinance states that moveable non-permanent structures do not need a permit. More discussion was held. Bittner made a motion to grandfather the container in and move on. (Motion dies for lack of second.) More discussion was held. Council directed Halter to get an amount from Stavnes of what it would take to move it and the council will address it again next month.
- b. RCA – 2026 Preliminary Budget & Levy – Halter explained this is the preliminary levy that has to be set by the end of September. The number is used to notify residents of the proposed taxes for 2026. The final levy be set in December. This number is the max of what the levy could be, we cannot go above this number in December. Halter stated the proposed preliminary levy is 5%. Discussion was held.

- 2025-16 Resolution Adopting the 2026 Preliminary Levy of \$879,900 for 2025 collectable in 2026.

Motion/Second/Pass (Bittner/Irlbeck/ unanimous 5/0) to approve 2025-16 Resolution Adopting the 2026 Preliminary Levy of \$879,900 for 2025 collectable in 2026.

- c. RCA – Police Fee Schedule – Halter explained now that we have a full-time police dept we are running into things we should have on the fee schedule. A list of proposed items fee of each. Discussion was held.

Motion/Second/Pass (Bittner/Irlbeck/ unanimous 5/0) to approve the Police Fee Schedule as

presented.

- d. RCA – Work Session Date – Halter would like a work session to review the budget. Cairns questioned how performance reviews are done. Discussion was held. A Vogel stated that according to the Library By-laws, the Library Board is to do her employee review. Cairns stated she has found nothing that states a change from Vogel reporting to the Library Board and the Library Board reports to council. Bittner stated the Library Board has never been to a council meeting. Discussion was held. Cairnes does not feel Halter should be doing Vogel's review. Vogel stated the board did her reviews back when Steve and Madonna were here. Bittner explained that the review process has been worked on. More Discussion was held.

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to have a work session on October 27th at

5:30PM.

D. Department Reports

1. Library – Report Submitted – 58 kids signed up for the summer reading program with 1300 books read during the program. 40 kids attended the End of Summer Reading Program Party. Halter included in the packet the notice from the Dept. Of Ed. That states the minimum amount the City needs to provide to have a library. That amount is \$28,800. Vogel stated that the Library Board meeting is set for Thursday they will review the budget and Vogel's review.

Motion/Second/Pass (Cairns/Irlbeck/unanimous 5/0) to approve the Library report as submitted and given.

2. Ambulance Department – Director Mittlestadt presented the numbers for August having 26 calls. Three requiring ALS, 1 Air, 1 Fire Standby and 5 no loads/no transport. The sheriff will be longer be dual paging Wabasso with Lamberton. There are repairs needed for the ambulance and will happen on the 10th. Halter stated the repairs will put the Ambulance over the budgeted amount. Mittlestadt touched base on recruitment. There is also an EMT and EMR that have put in their applications. Discussion held on background checks.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve Brian Goblirsch to the Ambulance service.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve accept the ambulance report as given.

3. Fire Department – Noreport given.
4. Maintenance Department - Thram was present. The County came in and restriped the county roads. They went across Main

St as you come into town. He is working with the county to find a solution to that. Thram checked on the widows for the clinic; and has not received an answer. Thram questioned snow removal and timing – sticking with the 24 hours after your street is plowed curb to curb residents need to move vehicles so they can clean up those spots. Thram will be doing another discharge out to the ponds and hydro flushing. Cairns question street sweeping. Mayor Sik questioned street patching.

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to approve the Maintenance report as given.

5. Police Department – Chief Determan was present. There were 44 calls for service in the last month. Determan has been working on the school speed zone, attending football game, and weekend hours.

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

6. Administration/EDA Department – Report Submitted. Cairns questioned the Ambulance billing meeting. Cairns questioned the housing institute. Halter explained the program and the project that the group would like to work on. The project that the group is working on is to be able to fill in empty lots in towns that are owned by the cities and possibly privately owned ones. Cairns question childcare. Halter stated she has answered the questions of the nursing home management. Halter went to St. John's in Springfield to see how they run their program and ask questions. Cairns questioned the EDA potential business. Halter did not want to comment on.

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

- E. Ordinances and Resolutions (can all be done in one motion) There were none.
- F. Financial Report & Approval of Claims – Halter explained the checks that have changed from the packet distributed Friday to the council were checks number 47198-47203 for a total of \$689.46. Because of the short turn around from the first of the month to this meeting, we did not get all our bills so these were added.
 1. September 2025 Financial Report
 2. Approval of Claims
 3. 2025 Pool Information

Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve the September 2025 Financial Report, Approval of Claims and 2025 Pool information.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

- A. Information for Council
 1. REC Rate Increases – Mayor Sik questioned the demand charge.

5. NEXT MEETING DATES

- A. Regular Council Meeting October 14, 2025 at 6:30 PM (Tuesday because Columbus Day.)

Council then moved to closed session to discuss an employee situation. (8:25 PM)

Council resumed regular session at 8:35 PM.

6. ADJOURNMENT

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 8:35 PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik

LAMBERTON CITY COUNCIL
REGULAR MEETING • CITY HALL
October 14, 2025 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM September 8, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, K. Mittelstadt, D. Determan, A. Vogel, T. Neperman
- Others in Attendance: Scott Kuhlman (Bollig), Marc Wiedeman, Marchele Walz, Julie Senst, Thomas Anderson, Gwen Batalden, Piper Bundy, Jadell Gorman, Kyle Hubert, Deb Thram

A. Additions/Deletions to Agenda

1. 2025-18 - Resolution Council Support for EDA Grant Application
2. Email from Amanda Cairns to Halter
3. Complaint on Halter

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. 9-8-2025 City Council Minutes
2. 9-8-2025 CLOSED City Council Minutes (Confidential)

Cairns question if Chief Neperman was present at the last council meeting as she doesn't recall it.

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

3. GENERAL BUSINESS

- A.** Bollig Engineering – Scott Kuhlman was present. Kuhlman stated that Lambertton was awarded the Small Cities Development grant of \$600,000. This is considered a gap funding source the USDA RD generally will pair up with. The MPFA Intended use plan – projects have been submitted and will await their decision. Federal funding still on the table, but they need to pass appropriation budget. Kuhlman asked the council if they would like Bollig to apply for the LRIP grant funding. This would be used for the east and west ends of 1st Ave. It has been applied for in the past, submitting a new application should be relatively low in cost approximately \$500. Lambertton had scored well but it is a competitive grant process. Discussion was held. Council gave the verbal approval to submit an application.

Kuhlman would like a motion to execute the Owner-Engineer Agreement for the Grove Street project that was not acted upon last month because of questions and review by the city attorney.

Motion/Second/Pass (Cairns/Pfarr/ unanimous 5/0) to approve Owner-Engineer Agreement for the Grove Street project

Lead Service Line project. The inventory has been submitted and will be resubmitted at the end of the month with the update of the ones being replaced. The city will have to send out notices to residents with unknown portions, lead, galvanized once complete. Bollig continues to get unknowns identified when possible. Kuhlman asked the council for direction if they discover some lead private service lines during this process and there is money left in the replacement grant, can they go ahead and get those changed. Council gave the verbal approval to replace what's needed as long as in budget.

Motion/Second/Pass (Cairns/Bittner/ unanimous 5/0) to approve pay application #1 to TE Underground for \$61,298.75.

B. Petitions, Request, Communications

1. Citizen Complaints & Concerns

- a. Gwen Batalden – was present to ask the council for credit on their outside water meter bill. Batalden gave a history to the council of water usage and explained that they had their irrigation system checked for leaks and nothing was found. Because of the rain experienced, they have not been using their system. Thram ran a history report and the water

usage was the same everyday for a period of time. Thram changed out the meter head and the usage stopped. Discussion was held.

Motion/Second/Pass (Irlbeck/Cairns/unanimous 5/0) to approve giving a credit of \$388.66 to Craig & Gwen Batalden.

Two anonymous complaint were received on Halter. Cairns questioned Mayor Sik's comment of because they are not signed it doesn't carry much weight. Council took time to read the anonymous complaint brought in by Cairns. Cairns stated that she feels the way Halter speaks has created a hostile environment and people don't feel comfortable bringing complaints forward. Cairns stated that people that voice their complaints are shunned. Mayor Sik stated he does not agree with that. Halter asked Cairns when and Cairns replied no. Mayor Sik stated it would be nice if the people were here so they could discuss them. Cairns stated that the last time someone was here and stated complaints about employees they were thrown out. Mayor Sik stated he did not throw anyone out he said they were done discussing the topic because she was accusing city employees of doing damage and that we would go through our attorney and at no point did he tell her to get out. Cairns replied she would feel that way if she were in her shoes. Gorman then made comments. Bittner stated they need to get the information from the person not from someone else. Halter stated that anyone that has a complaint towards her can go to any council member or the HR Committee of Leah Bittner and Dave Irlbeck. Gorman brought up a conversation in March of 2024. Halter did not recall the conversation or what she was referring to. Bittner state she likes having people either sign their name or come to her so they can have a conversation about the problem, ask questions and get a better understanding. Gorman stated she felt she has been treated poorly at this meeting. Mayor Sik asked how has she been treated. Gorman stated she did not feel the need to defend herself. More discussion was held on the previous meetings and minutes Gorman feels false statements were made. Mayor Sik made the statement he does not agree with virtually any of either complaint.

2. Building/Zoning Permit Requests

- a. Small Cell Facility Update – Halter stated she has reached out to the county and the cell site reps and they have come to an agreement. Halter stated she is nervous because the statute states that the applications are automatically approved in 90 days if no action is taken by the council. Discussion held.
- b. 2025-05 – David Wille - 600 S Birch – Front Steps – Wille started the project before he applied for a building permit. Wille came in to fill out a building permit. Measurements were taken and he made the steps bigger than they were before. Thram denied the building permit because he was not compliant with the setback requirements. Because of that, he needs a variance. Halter explained that she asked Wille to fill out a variance request and he said no he wasn't going to do it. Halter is asking the council how they would like to proceed. The project is basically completed and the house is going up for sale. Discussion held. Council stated to reach out to the lawyer and to reach out to Wille's.

3. Request for Council Action

- a. RCA – Change of Meeting Order – Halter explained she would like to have department reports at the beginning of the meeting. If council would like to have department heads attend meetings, that takes that time out of them being on duty during the day or when needed. Halter asked Novak if a department head turns in a written report, do they have to attend the meeting and he said no. Novak stated that if the council has questions they can certainly request their presence and if they have requests for the council they should be there. Pfarr asked that the department reports be placed before citizen complaints and that the reports submitted be detailed enough so there wouldn't be questions. Mayor Sik stated that even if they submit a written report every month it would be nice to see them a couple times a year. RCAs will put with the department in question.

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to change the meeting agenda order.

- b. RCA – Change Zoning Ordinance – Halter explained the council has talked about the Stavnes container. The problem is the city should change zoning so this doesn't happen again and you need to address the other container in a R-1 zone (old school site). Halter gave the proposed zoning change to Novak he is ok to proceed as written. Halter needs approval from the council to publish it and then have a public hearing.

Motion/Second/Pass (Cairns/Irlbeck/Bittner Objected 4/1) to move ahead with Ordinance 162 amending section 305.4 of city zoning code.

- c. RCA - Stavnes Shipping Container – Halter spoke with Stavnes he really doesn't have a number.
- d. RCA – Annual Liability Coverage Waiver Form (No RCA Cover Sheet)

Motion/Second/Pass (Cairns/Irlbeck/unanimous 5/0) to approve the Annual Liability Coverage Waiver.

- e. RCA – Library By-Laws and Policy – Mayor Sik clarified this is like what was done with the Ambulance service. Cairns questioned what was done with the ambulance. Halter listed what is in the Ambulance Policy book. Clarification was made to Bittner By-Laws are for the associations, where Policy is for the department. Discussion

held.

Motion/Second/Pass (Cairns/Pfarr/unanimous 5/0) to approve the library board develop policy book for the library and bring it to the council for further discussion.

- f. RCA – Library Board – Replace Board Member – There is an open slot on the Library Board. Halter has suggested that there be a council member on their board for representation just like EDA. This would be a voting member. Marc Weideman has been recommended to the board. Discussion was held. Bittner questioned Weidman's residency.

Motion/Second/Pass (Cairns/Pfarr/ Bittner Objected 4/1) to approve Marc Wiedeman to the Library Board.

- g. RCA – Tax Forfeited / Blighted Properties – Halter stated that the at the housing institute that she attends they talk about how to get housing established easily. Lots that have utilities already established to the lot are considered low hanging fruit and cheaper to develop than lots that need utilities installed to them. Halter then thought about the tax forfeited property for sale in Lamberton. Halter wants to know if the council wants to pursue the property for development. Discussion was held. No action taken.
- h. RCA – Work Session Topics – Halter presented a list of topics to be included for the work session.
Motion/Second/Pass (Pfarr/Irlbeck/ unanimous 5/0) to approve the topics for the work session set for October 27th.
- i. RCA – Halter Request for HR Meeting – Halter explained that everything that has happened over the last couple months, she would like the opportunity to sit down and air out what is actually going on. Halter has spoken to Novak and this would be with Cairns, Novak, a member of the HR committee, Halter and Thram. Cairns questioned how she has been targeting Halter. Cairns then apologized to Justin about a topic from last month. Cairns says she repeatedly asks things because Thrams has set an expectation and then when it isn't done she is questioned by residents and she looks as she walks the streets. Cairns explained that the reason she wants a written report because she has people saying to her that things aren't getting done. Cairns wants a list of daily duties along with special products and things that come up. Thram replied it is the way she goes about it and attacks his integrity. Discussion was held about employees using personal equipment that is rented to the city and keeping an arm's length because it can be considered unethical. Mayor Sik spoke up and stated Cairns sent an illegal email to the council members asking for Halter to be fired. More discussions were held. Cairns stated that Halter sent an email to the Vogel where she used capital letter stating she was frustrated by this. Cairns stated that using capital letters in an email is the same as being yelled at. Mayor Sik stated to Cairns that she was doing to Halter exactly what she is claiming Halter did to others but worse because you are asking her to be fired. Cairns stated she was also disappointed by Halter having the council listen to the phone message left last month. Halter explained that was requested by the person who left the message. Mayor Sik stated that Cairns is one person on the council. If she has issues she should bring it to the table to be handled by the five council members. Sik also stated he wasn't sure she should be doing her investigations like she is. More discussions were held. Bittner explained why yes she felt it would be good to sit down and discuss things in a manner that either side won't feel attacked and find a way to move forward. Halter was directed to set up the meeting.
- j. RCA – Department Report Request – Halter stated much of what Cairns is asking is on the employee time cards. Cairns stated she is asking for information from Mittelstadt so she can justify why the city is paying for a position we did not have before. Mayor Sik stated Mittelstadt does not have to justify anything. The whole reason she has that job is so that we have an ambulance service. The city had not covered day shift ambulance calls for two years and was dependent on Wabasso covering. Walnut Grove tried a position like this and the council decided to try it as well. Mayor Sik also stated that we have had a position like this in the past. At one time we had three full time street department people and one was allowed to be the ambulance director for 50% of his time. Thram stated Mittlestadt has been phenomenal in helping them. Cairns asked if there were duties Mittlestadt could be doing in the office because of our audit there should be more separation of duties. Cairns the adverse opinion in the audit is the worst opinion we can have so she is wondering if there are things she could be doing in the office for a better audit opinion. Mayor Sik explained that it is explained each year that is very common for small towns. Halter gave the second request from Cairns. Halter explained that Novak would like some of that information to go through him and then the HR Committee. Cairns stated she wants to know who is making what because wages are separated into different departments, she can't figure it out for budget purposes. Halter stated Cairns can look at the wage schedule and determine wages. Mayor Sik explained that wages are separated into different departments based on duties. Cairns wants to understand the wages more. Bittner explained that COLA is to stay in line each year and the steps are based on merit. Additional discussion was held. Halter asked how much time should she spend on these requests. Mayor Sik directed to work on it as she can. Cairns stated she is asking for detailed reports for

transparency and accountability. Cairns also stated that she wants this information so she can defend Thram when people complain to her. Cairns also questioned why Halter cannot give her schedule in advance. Halter stated she puts her schedule on the door each week and her cell phone number is on there is they need to call. Halter also explained that there use to be another full-time position in the office but the community was overwhelmingly opposed to that second position and Halter didn't feel they needed it as well. Halter stated that we could still have that second position so the door could be open at all times, but generally the only people that come in is to hand payments in and there is a drop box available for that. Halter questioned why she should be required to post her vacation and time off. Discussion was held about ESST time. Halter explained she is salaried and doesn't get paid for more than 40 hours and most weeks she is well over that but doesn't get paid any differently. Halter stated with all the stuff going on, she will not donate like she used to. Cairns stated she wants to see what has been worked on to see if there is progress. Halter stated most of the time there is no progress, or it can't be seen. Pfarr commented that she would like to see the details because it's not talked about unless they ask. Mayor Sik stated that in the past people would submit their report and then come in and read it. Sik stated he told them that it was pointless and said if you have questions, ask. Cairns stated she doesn't see what Halter is doing that is working towards growth for Lamberton. Halter stated that sometimes you have to trust that she is doing her job. Halter also stated if she only had one department to worry about it'd be different. Halter also stated that she is tired of being questioned about what she is doing for the town and if all you want is someone to keep the lights on, fine find that person. But it doesn't take long to be the next Sanborn, Revere or Walnut Grove – if that's what the council wants. Cairns question the council about Halter's tone. Bittner stated yes, she hears frustration just like she heard it from Cairns last month and that she hears passion. Mayor Sik asked if anyone had a motion.

C. Department Reports

1. Library – Written Report Submitted – Vogel asked for any comments or concerns. Bittner questioned the Libby program and aspen tracking. Pfarr asked what additional help Vogel needed. Bittner asked about the collection of money for the tour of tables.

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to approve the Library report as submitted and given.

2. Ambulance Department – Written Report Submitted - Mittelstadt stated they have not figured out the siren problem yet and they have been covering for Wabasso some.

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve accept the ambulance report as given.

RCA – Ambulance Personnel Approval - ***Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve Rob Stoppel and Amy Sonnek to the Ambulance service.***

3. Fire Department – Chief Neperman was present and said he was applying for grants. He has taken the truck up to school for fire prevention. The department is down three people on their roster.

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

4. Police Department – Chief Detelman gave his report. He has been spending time with the school zone traffic and time at the school. Pfarr and Bittner stated they have heard good things.

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

5. Maintenance Department – written report submitted. Thram added the Maguire contracts are basically to lock in the pricing for wash outs. They will do a wash out when the tank is painted since it will have to be emptied out at that point. Thram contacted SW Glass and was told they will have it done this fall. Thram stated RDO should be delivering the payloader soon.

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

a. Maguire Contracts for Services

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the McGuire contracts.

6. Administration/EDA Department – Written Report Submitted – Bittner asked is the new Family Leave should be added to the work session. Halter stated she has not seen any policy out on it yet, but she has budgeted that the city pays half and the employee pays half. Cairns questioned the Taylor Grant. Halter explained it is a grant opening up for expanding childcare. Cairns question what a POD owner is. Halter explained it is a home childcare provider in a space outside their home.

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

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to adopt Resolution 2025-18 Supporting the EDA Application to the Taylor Family Farms grant application for childcare.

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

1. 2025-17 - Resolution Accepting Donations – Halter explained the changing table came from an event with the childcare initiative event where they brought in all the childcare providers they could from the county, had a meal,

and talked about things that could be done to support them. At the event they gave away door prizes. Stacey Ramthun that lives here in town won a changing table and does not need it, so she donated it to the city to be used for the childcare initiative her in Lamberton.

Motion/Second/Pass (Pfarr/Cairns/unanimous 5/0) to adopt Resolution 2025-17- accepting donations.

E. Financial Report & Approval of Claims

1. October 2025 Financial Report
2. Approval of Claims
 - a. MERC Property Tax Refund
3. Quarter 3 Account Balances

Refunds were questioned. Cairns questioned quarterly reports where there are items that are over budget. Halter looked up items and gave explanations.

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to approve the October 2025 Financial Report and Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Award of SCDG \$600,000 – this is what Kuhlman was talking about. We will be eligible for this again next year.
2. Old School Site Zoning/Conditional Use – Halter explained that the school and Superior Bus are in talks. Halter wants the council to be thinking about what they will want to do with zoning and the impacts of those who live around it. Halter did contact Novak.
3. Police Thank You

5. NEXT MEETING DATES

- A. Work Session Monday, October 27, 2025 at 5:30 PM
- B. Regular Council Meeting November 10, 2025 at 6:30 PM

Cairns stated she wanted on the record that two other items she felt were in appropriate were when Halter called someone a keyboard warrior on Facebook when they were voicing their opinion on the ambulance position and the library. Cairns also stated that when a resident brought up about the weeds around town and Halter stated other towns have weeds as well. Cairns felt that it was insulting because people travel to other towns and she felt Halter was just trying to shut her up. Halter stated she will stand behind the keyboard warrior comment 100% when you have people snapping people saying snide remarks about not needing the Wabasso ambulance when our ambulance was out of service and we received two calls at the same time. Cairns stated it goes against our personnel policy and we can discuss at the meeting with the lawyer.

6. ADJOURNMENT

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 9:25 PM.

Respectfully Submitted,



Valerie Halter
Clerk



Lydell Sik

Lamberton City Council
Meeting Date: 10-14-2025
Official Record of Attendees

	Name - Printed	
1	SCOTT KUHLMAN	- BOLLIG ENG.
2	Marchese Walz	
3	Julie Senst	
4	Kimberly Mittelstadt	
5	Thomas Anderson	
6	Gary Beutler	
7	Mona Wiedema	
8	Karen Burdumy	
9	Jadell Gorman	
10	Kyle Hybert	
11	DeeVse	
12	Deb Thram	
13		
14		
15		
16		
17		
18		
19		
20		

LAMBERTON CITY COUNCIL
WORK SESSION MINUTES • CITY HALL
October 27, 2025 • 5:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 5:30 PM October 27, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, A. Vogel
- Others in Attendance: Susan Beranek, Library Board

A. Additions/Deletions to Agenda

Motion/Second/Pass (Pfarr/Cairns/unanimous 5/0) to approve the agenda as given.

2. WORK SESSION

Library Budget Presentation – Vogel handed out an updated budget request. She stated she is hoping that the \$12,000 she is requesting for new shelves could be done over 5 years so money can be set aside. The shelves needing to be replaced are wire ones that are damaging the books. The cost is \$4,000 a shelf and Vogel would like four total. Halter stated there is \$6,000 in the Capital Improvement Fund. \$1,000 is set aside yearly for the Library. Discussion was held. Library Fees on the Fee Schedule was discussed.

Discussion was held on the process of going through the budget. Halter's numbers were questioned salary amounts placed in the budget sheets. Other numbers questioned. Halter ran other reports and found the report used was not accurate.

Capital Improvement fund balances were presented to the council. Halter would like to allocate the \$70,000 a little differently to the accounts. \$70,000 comes from property taxes and \$55,000 comes from the enterprise funds for \$125,000 total.

Chief Determan was present and discussed his equipment needs. The camera system in the squad is out of date. The taser gun is no longer made and will be phased out. We do not have a back-up squad so if a new squad was purchased the old squad would be kept for back-up. If a new squad was purchased it would need additional equipment to outfit it. Chief Determan had pricing on several different squads. Discussion was held.

Halter went over what has been identified as possible capital expenditures in the near future. The white pickup has engine issues and will need to be replaced. There was talk of a side by side to be used for spraying. Thram has suggested to get something like a tool cat instead because it would have more uses. Halter is working on getting state bid pricing from the dealers.

Halter asked Mindi Hesse what things are needed for the pool. Hesse gave her a few items that include chairs and umbrellas for the lifeguards, a CPR sign and some life savers for roughly \$2,000 all together.

Discussion was held.

2026 budget questions. Halter answered questions. Bittner stated that in the HR Committee's meeting with Matt Novak, they talked about wages and outside wage studies. Cairns compared wages over the last few years and questioned increases. Cairns question employee's health benefit pay out.

Halter explained that Kelsi Holman has tendered her resignation. Halter stated the council needs to decide if we will replace this position or not. Mittelstadt will be responsible for the Ambulance/police building, Halter and Vollmer will be responsible for the City Hall building, and Vogel will be responsible for the Library/Community Center. Halter stated she did not think it was fair for Vogel to have to worry about the community center on weekends that there

are back to back events. Halter questioned if the city should look at an independent cleaner that we could call in as needed and then also be called in 1-2 times a year for a deep cleaning.

Going through the street budget Halter stated that Thram will be leaving the city and the street budget will go lopsided next year because Thram fixes so much on his own and we will now likely have to outsource.

Cairns questioned the legality of paying an EDA employee. Mayor Sik said that you cannot pay the board members, but you can have an employee. Cairns stated she will check with Matt to see if she is reading the statute correctly.

Bittner stated in the HR meeting with Matt, they discussed the library position. Questioning if we have a Library Director or a Library Technician based on qualifications. Matt stated what is being done here vs other places with Library Directors are we actually lining up duties actually being done to the job description. Matt will be drafting up suggested changes. Bittner and Irlbeck toured the Wabasso library after their meeting with Matt. Discussion was held.

Mayor Sik stated his stand on taxes and the levy. He stated that in general preliminary levy is set and the city cannot go above that. When the city did the last street project property taxes went up 49% because the city paid for it all through bonds. That meant Lamberton went from one of the lowest property taxed cities in the county to one of the highest. Sik's philosophy is to limit the levy growth and let other towns catch up to Lamberton. Sik feels comfortable doing this because we have such a healthy reserve and general fund. Halter stated that it's hard because the only way to lower property taxes is to cut expenses and or add to the tax base. But it's hard to add to the tax base when your property taxes are so high. Lamberton is stuck because of it.

The proposed fee schedule was discussed. Halter reached out to the ambulance billing company for what rates they are seeing for each service. Other fees discussed.

Halter questioned the council on the use of vacation after a resignation is submitted. Exempt employees are required to give a 30 day notice.

Proposed 2026 wage schedule presented. Performance review structure was developed and will be followed for this year and will be added to the Personnel Policy.

New Mn Family Leave – Halter has it budgeted that the city pays the required .44% and the employee pays the other .44%.

3. NEXT MEETING DATES

- A. Regular Council Meeting November 10, 2025 at 6:30 PM

4. ADJOURNMENT

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 8:40 PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lydel Sik

Lamberton City Council
Work Session Date: 10-27-2025
Official Record of Attendees

Name - Printed	
1	Karen Beranek
2	Alice Vosh
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	

LAMBERTON CITY COUNCIL
EMERGENCY MEETING MINUTES • CITY HALL
October 30, 2025 • 6:00 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:00 PM October 30, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, Tom Neperman
- Others in Attendance: Matt Novak, Virginia Waldruff, Joyce Bittner, Pat Story, Deb Thram, Sara Schaffran, Colby Pack, Allison Sauer, Mindi Hesse, Shari Keeper, Deb Furth, Marcheale Walz, Thomas Anderson, Matt Lenning, Bill Schaffran, Deb Pack, and non-legible.

A. Additions/Deletions to Agenda

Motion/Second/Pass Pfarr/Cairns/unanimous 5/0) to approve the agenda as presented.

2. GENERAL BUSINESS

Resignation of Public Works Director – Justin Thram submitted his resignation as Maintenance Supervisor. Mayor Sik stated he did reach out to Thram as did others on council.

Motion/Second/Pass Pfarr/Cairns/unanimous 5/0) to accept the resignation of Justin Thram as the Maintenance Supervisor.

Matt Novak was present and advised the public present that this meeting is not open to public comment.

Job Description for the Maintenance Supervisor was presented. Mayor Sik asked Novak if the city can give an incentive for this position to be on the ambulance service. Novak stated if the city felt this was an important aspect to the position, the city should update the job description and then re-evaluate the pay structure. If it is just a bonus you'd like to have, then you treat it just as that. Halter questioned how you incentivize this when you have a position paid to be on it.

Motion/Second/Pass Pfarr/Cairns/unanimous 5/0) to approve the job description as presented..

Advertising - Halter presented a long and short advertisement for the position. Halter stated she would place on the League of MN Cities' and with MN Rural Water Association's websites. Halter asked what newspapers that the council would like. Council stated Windom, Redwood Falls, Marshall, New Ulm, city website, and Indeed.

Water Operation and Waste Water operations are required to have a licensed person overseeing the operations. Council person Cairns question if the council should be discussion until applications are received to see if we get qualified applicants. Mayor Sik stated no because we need to have options in place. Novak explained it is a three year process to get the licenses that are needed. It is likely the city will hire someone that does not have those licenses. The city will likely have to pay someone with the proper licenses to operate the system for up to three years. Halter was directed to reach out and get a few quotes or options for licensed operators to cover water waste water operations. Date for applications was discussed. Applications will be taken until November 14th and also state open until filled. The entire council will conduct the interviews.

Covering Snow Plowing was not discussed. Certified Pool Operator was not discussed.


3. NEXT MEETING DATES

A. Regular Council Meeting November 10, 2025 at 6:30 PM

4. ADJOURNMENT

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 6:20 PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik

Lamberton City Council
Work Session Date: 10-30-2025
Official Record of Attendees

Name - Printed	
1	Virginia Waldrop
2	Jayne Butcher
3	Pete Fong
4	Steve Hahn
5	Lara Haffman
6	Colby Bod
7	Allison Sauer
8	Mindi Hesse
9	Shawn Kueper
10	Deb Furrh
11	Marchele Walz
12	Verne
13	Thomas Anderson
14	
15	
16	
17	
18	
19	
20	Matt Lenning

Lamberton City Council
Work Session Date: 10-30-2025
Official Record of Attendees

Name - Printed	
1	Bill Schaffran
2	Dub Pacht
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	
16	
17	
18	
19	
20	

LAMBERTON CITY COUNCIL
REGULAR MEETING MINUTES
November 10, 2025 • 6:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:30 PM November 10, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: J. Thram, K. Mittelstadt, D. Determan, T. Neperman
- Others in Attendance: Scott Kuhlman (Bollig), Marchele Walz, Deb Thram, Zoey Mittelstadt, Colby Pack, Allison Sauer, Mindi Hesse, Rebecca Christianson, Jenny Stavness, Chad Stavness, Matt Novak, one not legible.

A. Additions/Deletions to Agenda

1. Citizen Complaints or Concerns – Cassidy Miller Letter
2. Resolution 2025-21 – Approving Variance for Wille's
3. Updated Financial Report – 3 checks added new report furnished
4. Matt Novak requested Closed Session at end of meeting regarding staffing

Motion/Second/Pass (Pfarr/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. 10-14-2025 - Regular Council Meeting Minutes
2. 10-27-2025 – Council Work Session Minutes
3. 10-30-2025 – Emergency Council Meeting Minutes

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

3. PUBLIC HEARINGS 7:00PM

Regular meeting recessed at 7:00 P.M. for the Public Hearing on the Wille variance request.

The regular meeting reconvened at 7:03 P.M.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the variance request for Wille's at 600 S Birch St.

Regular meeting recessed at 7:06 P.M. for the Public Hearing on the proposed change to R1 Prohibited Structures.

Regular meeting reconvened at 7:30 P.M.

Discussion continued on the proposed Ordinance 163. Cairns stated that being he was told wrong or misinformation, and that Stavnes has clearly done the right thing, as much as she would not like the unit next to her property, she would be in favor of changing the proposed ordinance to grandfather the unit in, but include that if the property were to be sold, the unit would have to be removed. Novak stated that would be essentially the variance. Mayor Sik questioned how would that be recorded or kept track of. Stavnes stated that the unit would be considered personal property so to put a stipulation on the title to the property – it's not part of the real estate. More discussion held.

Motion/Second (Bittner/Pfarr) to adopt Ordinance 163 – An Ordinance Amending Section 305.4 of the City Code Relating to Prohibited Structures in R1 District with the removal of paragraph Section 4.

Cairns stated she felt the first sentence should remain as it states existing structures are considered non-conforming. Novak said that would be helpful is there are alterations to the property. Bittner amended her motion.

Motion/Second/Passed (Bittner/Cairns/unanimous 5/0) to adopt Ordinance 163 – An Ordinance Amending Section 305.4 of the City Code Relating to Prohibited Structures in R1 District with Section 4 only containing the first sentence and

eliminate the last two sentences.

4. GENERAL BUSINESS

- A. Council Member Cairns stated that because she was appointed to the council position with no one knowing about her education or career experience or any qualifications, she may have to be a council. Cairns shared her education and career. Cairns stated she wanted to make this aware to people, so they understood from what perspective she looks at things. Cairns stated she felt she had helped with the clinic lease. She is a commercial real estate lender. She works with attorneys and brokers on a daily basis. She works in a very professional, highly regulated environment. Cairns states she is trying to bring accountability and transparency to Lamberton. Cairns then apologized to Mayor Sik for making the statement last month that he had thrown someone out. Cairns stated that she believes when people put their names on complaints, they are not treated well afterwards. Cairns stated she expects to be yelled at but needs to hold herself to a higher standard.
- B. Bollig Engineering – Scott Kuhlman from Bollig was present. Bollig is expecting the intended use report to be published soon and are looking to see where Lamberton's projects are placed on that list for potential funding. Looking to see what the federal government does with appropriations. Grove Street project is working on finding out what criteria were used for assessments in the past.

Action Items needed for Lead Service Line project. First a change order changing the contract from 25 lines replaced to 27. Two more homes were identified from the unknowns and were able to be replaced with current grant funding. Second Item issuing certificate of substantial completion. This sets the dates for things like the warranty. Last item is Pay Application 2 for TE underground for \$178,026.25. The city will ask for reimbursement of these funds.

Motion/Second/Pass (Cairns/Irlbeck/unanimous 5/0) to adjust the final contract quantities.

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to issue a Certificate of Substantial Completion.

Motion/Second/Pass (Cairns/Pfarr/unanimous 5/0) to approve Pay Application #2 to TE Underground for \$178,026.25.

Kuhlman noted the service line inventory has been updated and can be found on the U of M website provided for this purpose and people can look up their property.

C. Department Reports

1. Library – Written report submitted
Motion/Second/Pass (Pfarr/Cairns/unanimous 5/0) to approve the Library report as submitted.
2. Ambulance Department – Written report submitted. Council questioned if anyone has signed up for the upcoming EMR class. Mittlestadt stated there are three interested but only one that can take the class now.
Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve accept the ambulance report as submitted.
3. Fire Department – Chief Neppermann was present and stated that they are replacing the generator in the rescue rig and will be using donated funds for that. The department will be doing rides and hot dogs for Taste of the Season again this year.
Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve accept the fire report as given.
4. Police Department – Written report submitted.
Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to approve the police report as submitted.
5. Maintenance Department – Written report submitted. Mayor Sik asked if the water issues have been fixed. Thram stated no they are coming again tomorrow. The council thanked him for his years of service.
Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve the maintenance report.
 - a. RCA – Water Coverage – Mayor Sik asked if there are thoughts on the coverage. Bittner stated she would like to see what the others come in at. Cairns would like to hear from the other two that would like to come tour. Discussion held. Topic tabled.
 - b. RCA – Expectations & Wages for Public Works Employee - Mayor Sik stated he feels we need to know what direction we need to go before making these decisions. Discussion held. Topic tabled.
6. Administration/EDA Department – Written Report Submitted –

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

a. RCA – Halter Leave – No action needed.

D. Petitions, Request, Communications

1. Citizen Complaints & Concerns

a. Miller Letter – no comments made.

Mayor Sik asked if anyone was here for citizens' complaints or concerns. Council member Irlbeck stated he had one. Irlbeck asked Cairns about her statement of Thram getting kick backs from Keck. Cairns questioned when this was. Cairns stated that coming from the professional job that she does they have annual disclosures of potential conflict of interests that they need to make. Thram stated he has not earned one dollar from Kecks. Cairns stated she did not accuse Thram of that. Thram stated Cairns asked who from the city is involved with Keck's. Cairns stated that any business the city does business with needs to be disclosed if someone from the city or the council is related to that business. Thram stated that it's a small town we help each other. Cairns stated she would like an annual disclosure statement. It doesn't mean you can't do business with them. It's so we are staying above board so the city is clear and transparent. Cairns stated that in her job she has to disclose if a client buys her meal. Cairns stated she was requesting that information because of the money we have paid and that we use Keck's exclusively. Cairns stated her name is on the budget and she is a banker. She always asks for three years worth of financials when looking at loans. Mayor Sik stated there are statutes that regulate the council. Sik stated that meal, as a council person you simply can't take it. It doesn't help to disclose it later. There are differences. Sik stated as far as conflict of interest, if it comes before the council, you are to abstain because of potential conflict of interest. Mayor Sik stated from a previous comment of Cairns and how people are treated, that some of the people that come in come in rather frequently and they are not nice and they do it repeatedly. Irlbeck question Cairns about why she was against Thram selling the stump grinder to the city for what he paid for it when she holds classes at the library for profit. Cairns agreed and said when the city came to her and asked her to do classes there, she asked about it because she does not want to look like she is getting preferential treatment. Cairns stated that it was discussed at the council level where she abstained from the discussion or vote. Cairns stated that the city asked her to hold the classes. Mayor Sik stated that yes we ok'd it as a council. Bittner stated we rewrote the rental contract/facilities use which will need to be redone again. Irlbeck stated now what are we going to do now that we lost an employee that has gone above and beyond. Cairns stated it is unfortunate that Thram has decided to resign.

Novak stated that each person should have three minutes to speak with no interruptions and no comments. Mayor Sik stated that he is aware, but this is grass roots government so if we can answer it, he likes to. But they are a council and if they want three minutes they can. Novak wants to be respectful of everyone's time, but he also does not want to obligate the council to respond.

C. Pack stated he is disappointed that the city is losing someone that has gone above and beyond and will potentially cost the city.

D. Thram stated she is very disappointed with everything that has transpired with Justin's resignation. The why of this in her opinion is the questioning of his work ethic and his integrity by some on the council. The good coming from this, is can plan his family life, his phone will be quieter. Justin liked working for the city, but the last year he did not get support.

A. Sauer read a statement thanking Thram and recognized that he has not been treated with respect and people do not understand the weight of keeping an entire city operating. Sauer stated she appreciates Thram and is sad to see him go, but proud he is standing up for himself. Sauer then stated that Halter is trying so hard to improve and bring growth to the city. Sauer thanked Kim for her service and the stability she has brought to the ambulance and keeping that going. Sauer, recognized Tyler will have a transition. Sauer stated to Alicia that her children love the programs she provides. She thanked Kris for her time and help in the office. She thanked Derick for helping keep Lamberton a safe place to raise children. Sauer thank Mindi for her work at the pool. Sauer then encouraged the Mayor and council to consider the source of each complaint received and its intent before causing more damage to the city. Saueer stated the people you don't hear from are happy. If the council is receiving complaints from the same 5-6 people, maybe it's

not the employees. Sauer questioned the council on what their intention is to be on council. The council sets the tone for the city.

M. Hesse stated she is going to miss Thram for all he knew about the pool and all the work he did there. J. Stavnes stated she is actually scared for what will happen with Thram not here. C. Stavnes stated Thram answers his phone, he goes above and beyond, and he is concerned about the financial damage this will do to the budget. Stavnes stated that if it is Cairns' questioning that has caused all the issues, that Cairns should resign.

Thram thanked everyone for the kind words. Irlbeck apologized to Thram for not supporting like he should have and thanked Thram.

2. Request for Council Action

- a. RCA – Accept Resignation of Kelsi Holman

Motion/Second/Pass (Irlbeck/Pfarr/unanimous 5/0) to accept the resignation of Kelsi Holman.

Mayor Sik said we should advertise. Bittner stated we should be more clear on hours. Thram stated he was responsible for cleaning his building and the parks, including bathrooms. Thram stated the person could do the public bathrooms. Discussion held. Topic tabled until it can be discussed at a work session.

- b. RCA – Family Health Benefit – Halter suggested doing a benefit schedule to be reviewed annually. Halter wants clarification if the council is continuing the \$500 towards family coverage. It has been what has been done in the past but is not in policy. Discussion held.

Motion/Second/Pass (Cains/Bittner/unanimous 5/0) to approve \$500 towards family health insurance policy.

Cains stated she does not agree with paying out premiums to those who do not take health insurance through the city. Mayor explained, that the city is paying out the premium to the insurance company because the employees can take the insurance. It's getting paid out either way.

- c. RCA – Interview Dates and Budget Work Session Dates – Dates discussed. November 17, 2025 for interviews and council meeting, December 1, 2025 for a work session for budget discussion.
- d. RCA – Liquor Licenses

Motion/Second/Pass (Cains/Irlbeck/Sik abstained 4/0) to approve the 2026 liquor licenses as submitted pending all fees paid and required paperwork is completed.

- e. RCA – Proposed EDA By-Law Changes – Mayor Sik explained that the EDA has been short members. Since it is difficult to get people on the board and getting a quorum at meeting, the EDA would like to change to quarterly meetings and then a 5 member board with 1-2 council members on the board. Discussion held. Cairns questioned compensation of an EDA agent or members. Novak explained the statutes referenced by Cairns.

Motion/Second/Pass (Pfarr/Cairns /unanimous 5/0) to approve the EDA changing to quarterly meetings with a 5 member board with 1-2 of those members being from the city council with the change under removal to two meetings instead of four.

- f. RCA – HR & Novak Recommendations – Novak stated there has been a lot of HR concerns lately and he has some recommendations. The first is to adopt a formal employee performance review policy. Novak presented a policy for review. Second, Novak recommends adding the title of Administrator to the Clerk/Treasurer position. The position description depicts administration duties, and it is graded as that in wages. Mayor Sik questioned the power that gives such as hiring and firing. Novak stated that it depends on the structure of the city. It essentially gives the administrator the power to do the day-to-day activities of the city, so the council does not have to. Any responsibilities that the council wants to keep for themselves, they certainly can. Bittner clarified that the current position is not changing. Novak is also recommending meeting and reviewing all the positions of the city and deciding what is the appropriate staffing needs for the city. Novak also recommends going over what powers the council wants to keep and what powers they do not. Cairns stated that she would like a third party to review all positions and make recommendations to avoid favoritism. Bittner clarified that this would be to look at staffing and positions not the pay structure. The pay would come after that.

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to approve the Employee Performance Review Policy as given by Novak.

Novak stated the council could wait for position reviews by the council to add the Administrator title to the clerk/treasurer position. Discussion held. A work session will be set up after the first of the year. Novak also recommends that the Community Center Rental Policy be reviewed and changed to have language that says the fee will be waived for non-profit entities. Discussion held. Library programming should be a third party could come in, but at no cost to the attendees. It was decided that the topic needs to be looked at further.

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

1. 2025-19 - Resolution Certifying Unpaid Charges to Taxes

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve resolutions 2025-019.

2. 2025-20 – Resolution Accepting Donations – Lion's Club Sheehan Account for \$3,000.

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to approve resolutions 2025-020.

F. Financial Report & Approval of Claims

1. November 2025 Financial Report
2. Approval of Claims

Motion/Second/Pass (Cairns/Irlbeck/unanimous 5/0) to the November 2025 Financial Report and Approval of Claims as presented.

5. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

A. Information for Council

1. Performance Review Sheets for Halter are in your packet and should be returned to the HR Committee as soon as possible.

6. NEXT MEETING DATES

- A. Interviews when scheduled.
- B. Work Session December 1, 2025 at 5:30 PM
- C. Regular Council Meeting December 8, 2025 at 6:30 PM

7. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Cairns/unanimous 5/0) to adjourn the regular meeting at 9:30 PM. The council then moved into closed session with the city Attorney Matt Novak upon his request to discussion a staff matter. No minutes were taken of the closed meeting.

Respectfully Submitted,

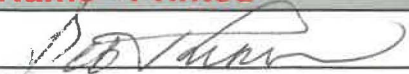
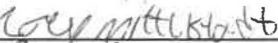
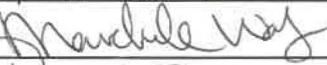
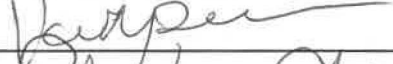


Valerie Halter
Clerk



Lyden Sik
Mayor

Lamberton City Council
Work Session Date: 11-10-2025
Official Record of Attendees

Name - Printed	
1	
2	SCOTT KUHLMAN
3	Kimberly Mittelstadt
4	
5	Colby Bod
6	Allison Sauer
7	Mina Hesse
8	
9	
10	Rebecca Christensen
11	Jenny Starnes
12	Phil Starnes
13	
14	
15	
16	
17	
18	
19	
20	

**LAMBERTON CITY COUNCIL
PUBLIC HEARING MINUTES • CITY HALL
November 10, 2025 • 7:00 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Wille Variance Application Hearing called to order at 7:00 PM November 10, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: J. Thram, K. Mittelstadt, D. Determan, T. Neperman
- Others in Attendance: Scott Kuhlman (Bollig), Marcheale Walz, Deb Thram, Zoey Mittelstadt, Colby Pack, Allison Sauer, Mindi Hesse, Rebecca Christianson, Jenny Stavness, Chad Stavness, Matt Novak, one not legible.

2. PUBLIC HEARING

- A. Mayor Sik stated Wille's redid the front steps of their property located at 600 S Birch Street and made them slightly larger which made them not compliant with the required setback.

Mayor Sik asked if there was anyone in there that wanted to speak on the matter.


Stavnes said he was in favor of the variance.

Mayor Sik asked the council members and the audience if anyone had any comments. No one spoke.

The public hearing closed at 7:03 PM

Respectfully Submitted,


Valerie Halt
Clerk


Lydell Sik
Mayor

**LAMBERTON CITY COUNCIL
PUBLIC HEARING MINUTES • CITY HALL
November 10, 2025 • 7:00 P.M.**

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Public Hearing on the proposed change to R1 Prohibit Structures called to order at 7:06 PM November 10, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: J. Thram, K. Mittelstadt, D. Determan, T. Neperman
- Others in Attendance: Scott Kuhlman (Bollig), Marcheale Walz, Deb Thram, Zoey Mittelstadt, Colby Pack, Allison Sauer, Mindi Hesse, Rebecca Christianson, Jenny Stavness, Chad Stavness, Matt Novak, one not legible.

2. PUBLIC HEARING

Mayor Sik stated the change ordinance would define what can be used as a storage structure in the residential portions of the city.

Mayor Sik asked if anyone was here to comment or make statements.

C. Stavnes explained that before he placed the storage container where it is, he contacted the city to ask if he needed any permits and he was told no. Stavnes feels he did his due diligence in that regards. He also talked to the neighbors about what he was thinking about doing before he purchased the unit. Stavnes is not opposed to the ordinance, but is opposed to how it is written and the existing structure portion Section 4 last two sentences.

Novak explained that the new ordinance is forward looking to prevent it from happening again and to clear up confusion. Stavnes again stated that he does not feel that they should be penalized. Novak stated there are other reasons it doesn't fit into zoning for this instance. Stavnes asked what those would be. Novak stated percentage of property coverage. Stavnes stated he does not agree with the penalty and that his should be grandfathered in.

Mayor Sik stated there was still an offer on the table to pay \$700 to have the container moved. Someone from the audience asked what the problem with it was. Novak stated the real reason for the ordinance was clarity moving forward, not the complaint against the container.

Discussion held. Novak recommended to pass the ordinance as written, then Stavnes could request a variance. Stavnes did not agree with that process and feels if the main purpose is going forward it is clear, the council could remove the last two sentences of section four and still achieve their goal.

Mayor Sik asked for any other comments.

Novak stated he would support passage of the ordinance as written or with the removal of Section 4.

The public hearing was adjourned at 7:30 P.M.

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
SPECIAL MEETING • CITY HALL
November 17, 2025 • 6:00 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:00 PM November 17, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter
- Others in Attendance: Robert Peterson; Cole Anderson

A. Additions/Deletions to Agenda

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

2. GENERAL BUSINESS

- A. Interview of Robert Peterson was conducted.
- B. Interview of Cole Anderson was conducted.
- C. Council then held discussion about the interviews and what will be needed to cover licenses.

Motion/Second/Pass (Cairns/Pfarr/unanimous 5/0) to offer the Maintenance Supervisor position to Cole Anderson starting at Grade 8 Step 4 with a max offer of step 7.

Council discussed the list of people that could possibly cover the water license needs. Council requested Halter contact Sacred Heart to see how the service they receive is and to obtain emergency rates from J Thram and People's Service.

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to hold a Special Meeting on Tuesday, November 25, 2025 at 6:00 P.M.

3. NEXT MEETING DATES

- A. Special Meeting, Tuesday, November 25, 2025 at 6:00 P.M.
- B. Work Session, Monday, December 1, 2025 at 5:30 P.M.

4. ADJOURNMENT

Motion/Second/Pass (Bittner/Pfarr/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 8:36 PM.

Respectfully Submitted,



Valerie Halter
Clerk

Lydell Sik



LAMBERTON CITY COUNCIL
SPECIAL MEETING • CITY HALL
November 25, 2025 • 6:00 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:00 PM November 25, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, T. Beermann

A. Additions/Deletions to Agenda

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve the agenda as presented.

2. GENERAL BUSINESS

- A. RCA - Maintenance Supervisor Hire – Cole Anderson passed the background check and has accepted the Maintenance Supervisor position at Grade 8 Step 7 with a start date of 1-2-2026.

Motion/Second/Pass (Pfarr/Cairns/unanimous 5/0) to approve hiring Cole Anderson as the Maintenance Supervisor at Grade 8 Step 7 starting January 2, 2026 with the expectations he will get his Class D waste water license by May 2027, his class C water license by May 2029 and his Certified Pool Operator license by May 2026.

- B. RCA - Snow Plow Coverage – Halter reached out to the people the council had listed as potential fill-in help. None of them were interested in the complete job. Terry Neperman stopped in and said he would help.

Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve hiring Terry Neperman for part-time snow removal help at \$25/hour pending completion of needed application.

- C. RCA – Water License Coverage – Halter went thorough the names she had contacted for water license coverage. Beermann stated he talked to the state rep and they would give the city a grace period as long as Beermann tests for his C water license in January. Discussion was held. Topic tabled for the time being.

- D. RCA – Beermann Wage and Direction – The City of Lambertton gave previous employees a stipend for extra duties they take on due to staff shortages. The City will be operating under Tylers Waste Water License and he will be operating the water until he tests for class C license. Tyler will be responsible for covering every weekend and holiday until Cole can help cover along with snow. Discussion was held.

Motion/Second/Pass Bittner/Cairns/unanimous 5/0) to approve a stipend for Tyler Beermann with December being \$300 per pay period and \$200 per pay period in January until he passes his test or the grace period expires.

- E. RCA – Halter Wage – Halter explained that since she started, no full-time person has started at the start step on the pay scale except for her. She explained that Mayor Sik has always stated she could have. Halter is now asking for a raise since the City is hiring someone with no municipal experience at \$4 an hour more than what she is making. Halter presented a list of accomplishments and projects she has achieved in her almost four years with the city. Discussion was held.

Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve raising Halter's wage to step 5 effective November 17, 2025 and to step 6 after January 1, 2026.

3. Resolutions

- A. 2025-22 - Resolution Adopting Family Leave – Mayor Sik questioned if the city qualifies for the under 30 employees. Halter said by what she has read and in asking Novak, because of the fire and ambulance crews it puts us over 30 employees. Halter will check again.

Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve resolution 2025-22 Adopting MN Paid Family Leave and Establish Premium

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

- A. Cairns questioned why a library board member was not present at the employee review meeting today with A Vogel. Halter stated that Bittner was with and that they used the replies that were received from them and didn't think of it. Cairns stated she did not understand why the policy that was just passed less than a month ago was not used. Both Bittner & Halter stated they didn't think of it and that the review went well. Mayor Sik suggested that Halter reach out to the board and if anyone would like it redone, it can be redone.

5. **NEXT MEETING DATES**

- A. Work Session December 1, 2025 at 5:30 PM
- B. Regular Council Meeting December 8, 2025 at 6:30 PM

6. **ADJOURNMENT**

Motion/Second/Pass (Cairns/Bittner/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 7:25 PM.

Respectfully Submitted,



Valerie Hater
Clerk

Lydell Sik



LAMBERTON CITY COUNCIL
REGULAR MEETING • CITY HALL
December 1, 2025 • 5:30 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 5:30 PM December 1, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter

A. Additions/Deletions to Agenda

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

2. GENERAL BUSINESS

- A. 2026 Wage Schedule – Discussion held.
- B. 2026 Budgeted Revenue and Expenses were reviewed. The Wabasso Library budget was referenced. Wabasso was gifted land in which the library use the rent received to help cover their budget.
- C. Bank Balances – Balances were given to the council for review. Discussion held.
- D. Levy Proposed Amounts – Halter gave the council a spreadsheet with the what the levy would look like at each percentage from 1-5%. Discussion held.

3. NEXT MEETING DATES

- A. Monday, December 8, 2025 at 6:30 PM

4. ADJOURNMENT

Motion/Second/Pass (Bittner/Cairns/unanimous 5/0) to adjourn the work session at 6:45 PM.

Respectfully Submitted,


Valerie Halter
Clerk


Lydell Sik
Mayor

LAMBERTON CITY COUNCIL
EMERGENCY MEETING • CITY HALL
December 19, 2025 • 6:00 P.M.

1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Meeting called to order at 6:00 pm December 19, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L Pfarr
- Staff in Attendance: K. Vollmer
- Others in attendance: M. Lenning

A. Additions/Deletions to Agenda

- None

2. GENERAL BUSINESS

1. Resignation of City Clerk/Treasurer, EDA Coordinator

***Motion made/Second/Pass to accept resignation of Valerie Halter, City Clerk.
(Pfarr/Cairns/unanimous 5/0)***

- a. Job Description

Discussion was held regarding job duties as listed, the need for more than one person to perform said duties, the fact that not all the duties occur at the same time. Discussion regarding previously having 2 FT employees and decision to have one FT and one PT. Discussion regarding adding administrator to the title without changing the fact that this position answers to the council. Discussion regarding offering EDA position separately and if it is enough to interest someone.

***Motion made/Second/Pass to use job description as presented with the title of
Administrator/Clerk/Treasurer/EDA Coordinator. (Bittner/Pfarr/Unanimous 5/0)***

- b. RCA Where to Advertise

Discussion on adding INDEED to the suggested list for advertising. Discussion about adding wage scale. Recommended that Valerie investigate whether this is a legal requirement.

***Motion made/Second/Pass to advertise in the Lambertton News, LMC Site, LinkedIn, Our
Website/Facebook Site and Indeed with an end date of 1/12/2026. (Bittner/Irlbeck/Unanimous
5/0)***

- Sample Ad

3. NEXT MEETING DATES

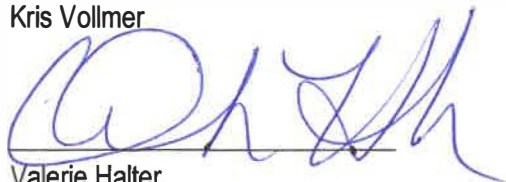
- A. Regular Council Meeting January 12, 2026, at 6:30

4. ADJOURNMENT

Motion made/Second/Pass to adjourn at 6:20 pm. (Bittner/Pfarr/Unanimous 5/0)

Respectfully submitted,

Kris Vollmer



Valerie Halter,
Clerk



Lydell Sik
Mayor

Lamberton City Council
Meeting Date: 12-19-2025
Official Record of Attendees

	Name - Printed
1	
2	
3	
4	
5	
6	
7	
8	
9	
10	
11	
12	
13	
14	
15	Matt Lenning
16	
17	
18	
19	
20	