

Minutes for a Regular Meeting of the
Lamberton City Council • Electronic/Telephone
April 13, 2020 – 7:00 PM
(UNOFFICIAL UNTIL COUNCIL APPROVED)

I. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

Present: Mayor L. Sik, J. Senst, L. Bittner, D. Knutson and D. Irlbeck.

Staff in Attendance: M. Peterson, J. Thram, C. Davis, A. Rue, A. Vogel, and N. Anderson.

A) ADDITIONS/DELETIONS TO AGENDA

1. Clerk Peterson noted a revision to agenda item 2B3, Utility Bill Penalty Request.
2. Clerk Peterson noted a revision to the March 27, 2020 Emergency City Council Meeting minutes.

Motion/Second/Pass (Senst/Knutson/unanimous) to adopt the agenda with two noted additions to the agenda.

II. CONSENT AGENDA & GENERAL BUSINESS

A) APPROVAL OF MINUTES

Motion/Second/Pass (Irlbeck/Senst/unanimous) to approve the March 9, 2020 Regular and March 27, 2020 Emergency City Council Meeting Minutes.

B) PETITIONS, REQUESTS & COMMUNICATIONS

1. A written citizen complaint was acknowledged regarding the condition of the property at 410 S Fir St. An independent contractor will be hired to clean up the property and the cost will be assessed to the property.
2. Due to COVID-19, the continuation of the May 16, 2020 Spring Clean-up day discussed. It will continue as planned.
3. Clerk Peterson stated many utility companies are waiving penalties during the COVID-19 pandemic and has requested waiving future penalty calculation generation on utility bills until 30 days after the stay at home order is lifted in Minnesota. It is anticipated the generation of penalty calculation will be waived during the months of April and May.

Motion/Second/Pass (Bittner/Knutson/unanimous) to waive generation of penalties until 30 days after the COVID-19 stay at home order is lifted.

4. Clerk Peterson stated the MN Department of Commerce and the MN Public Utilities Commission are requesting utility companies to commit to Minnesotans will not have to worry about their utility services during the COVID-19 pandemic as it is crucial to the health and well-being of Minnesotans. Statistical data was presented on thirteen (13) utility accounts currently subject to disconnection for non-payment. Discussion ensued. Peterson has requested the suspension of disconnection services until 30 days after the COVID-19 pandemic stay at home order is lifted in Minnesota. She said she would continue to send the disconnection notices for preparation when the order is lifted. It is anticipated disconnection services will be suspended for April and May.

Motion/Second/Pass (Irlbeck/Bittner) to suspend utility disconnection services until 30 days after the COVID-19 stay at home order is lifted. Voting in favor of the motion: Irlbeck, Bittner, Sik. Voting against: Senst, Knutson. Motion carries.

5. A Conflict of Interest Policy was presented for consideration. Clerk Peterson informed the council a Conflict of Interest Policy was essential to apply for a USDA Rural Development grant for the fire department.

Motion/Second/Pass (Irlbeck/Bittner/unanimous) to adopt the City of Lambertton Conflict of Interest Policy.

C) REPORTS

1. Maintenance report was reviewed. Thram said he did receive one employment application for the seasonal position but recommends not acting on it until stay at home restrictions are defined. Discussion was held regarding opening the campground. We will continue to follow legal guidance set forth regarding the parks, campground, public restrooms, playground equipment, and the swimming before opening these facilities. The city will plan to open these facilities contingent on state restrictions regarding COVID-19.

A sewer back-up issue has been identified in the 800 block of Birch Ave. Upon inspection of the main, wipes were found and likely the cause of the problem. Notification has gone out to the public asking to not flush items, other than toilet paper, down the toilet because they are causing sewer back-ups that raise public health concerns. Paper towels, facial tissue, baby wipes or disposable wipes do not break down like toilet paper does.

Motion/Second/Pass (Senst/Bittner/unanimous) accepting the Maintenance Report.

2. Rue stated the Ambulance Association has received \$4,300 in donations to put towards the purchase of a new stair chair. The quote she received for the stair chair is for \$6,512.58. EMS week will be the third week in May, and it is anticipated that more donations will be solicited.

Motion/Second/Pass (Senst/Irlbeck/unanimous) accepting the Ambulance Report.

3. Clerk Peterson updated the council on the two (2) delinquent EDA loans and was thanked for resending past due letters. The compost site would be unlocked during the day for residents to bring leaves and branches. Peterson informed the council N. Anderson has been working with the departments to ensure the requirements of the annual OSHA Safety Training program was being conducted and enforced. The Local Board of Appeal and Equalization was held on April 10th. Four property valuations were discussed.

Motion/Second/Pass (Bittner/Knutson/unanimous) accepting the Administration Report.

4. Chief Davis reported a safety hazard concern with semi-trailers parked in front of the Meadowland Feed mill and asked for consideration of a no parking zone on the north side of First Avenue.

Motion/Second/Pass (Irlbeck/Senst/unanimous) adopting Resolution 2020-14 A Resolution Designating a No Parking Zone contingent on creating the resolution.

Motion/Second/Pass (Senst/Knutson/unanimous) accepting the Police Report.

5. Library report was reviewed. Librarian Vogel has requested to resume scheduling appointments for library materials and has established an area in the community center entryway that reduces COVID-19 exposure. Implementation will begin immediately.

Motion/Second/Pass (Bittner/Senst/unanimous) accepting the Library Report.

D) ORDINANCES & RESOLUTIONS

1. A mutual aid agreement with Minnesota Water Agency Response Network (MnWARN) was presented for consideration. The agreement would establish mutual aid with outside water, wastewater and storm water utility companies to recognize and utilize personnel, equipment and supplies to assist each other in the case of an emergency.

Motion/Second/Pass (Senst/Knutson/unanimous) authorizing Resolution 2020-10: A Resolution Authorizing Governmental Unit to be a Party to MnWARN and adopt the Mutual Aid Agreement as presented.

2. Resolution 2020-11 was presented for consideration. This resolution would extend Resolution 2020-09 regarding COVID-19 until further action of the City Council in conjunction with the State of Minnesota peacetime emergency declaration of the Governor's Executive Order 20-23. City buildings will remain locked to the public; however, some services will be conducted by appointment.

Motion/Second/Pass (Senst/Irlbeck/unanimous) adopting Resolution 2020-11: A Resolution to Extend 2020-09 A Resolution Enacted to Extend Declaration of Personnel Necessary to Maintain Government Operations and Authorize the Continuance of Pay During the Stat at Home Order.

3. Donation #10447 was received in the amount of \$50.00. A full report is available upon request.

Motion/Second/Pass (Knutson/Senst/unanimous) accepting Resolution 2020-12: A Resolution Accepting Donations to the City of Lamberton.

E) APPROVAL OF CLAIMS

1. The April 2020 Financial Report, Approval of Claims, and Quarter 1 2020 Cash Balance Report for payment were presented for approval.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve the April 2020 Financial report and authorize payment for checks #44446 - #44500, #373E - #391E and #500846 - #500863 in the amount of \$102,179.79. Donations will now be accepted by resolution as required by law. There were seven (7) new vendors. A full report is available upon request.

III. PUBLIC HEARING

IV. OLD BUSINESS

V. NEW BUSINESS

VI. MAYOR & COUNCIL COMMUNICATIONS

A) A memorandum from Bolton & Menk regarding COVID-19 guidance for field staff and construction sites was acknowledged.

VII. ADJOURNMENT

Motion/Second/Pass (Senst/Irlbeck/unanimous) to adjourn the meeting. Mayor Sik declared the council meeting adjourned.

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor
