

Minutes for a Regular Meeting of the
Lamberton City Council • Electronic/Telephone
August 10, 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, R. Hillesheim, A. Rue, A. Vogel and N. Anderson.

Oath of Office was administered to Chief Robert Hillesheim.

A) ADDITIONS/DELETIONS TO AGENDA

1. Clerk Peterson requested to add 4B-potential land sale to school.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to adopt the agenda as amended.

II. CONSENT AGENDA & GENERAL BUSINESS

A) APPROVAL OF MINUTES

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve the July 13, 2020 Regular City Council Meeting Minutes, the July 23, 2020 Special City Council Meeting Minutes, the July 16, 2020 Library Board Meeting Minutes, and the June 8, 2020 EDA Board Meeting Minutes.

B) PETITIONS, REQUESTS & COMMUNICATIONS

1. There were no citizen complaints to present.
2. Zoning Permits were presented for approval as follows:
 - a. 701 S Fir St – Addition
 - b. 345 12th Ave – Garage/Shop
 - c. 602 Douglas St – Fence
 - d. 808 Birch St - Garage

Motion/Second/Pass (Senst/Irlbeck/unanimous) to approve Zoning Permit 2020-11 (701 S Fir St.)

Motion/Second/Pass (Senst/Sik/unanimous) to approve Zoning Permit 2020-12 (345 12th Ave.)

Motion/Second/Pass (Irlbeck/Bittner/unanimous) to approve Zoning Permit 2020-13 (602 Douglas St.)

Motion/Second/Pass (Irlbeck/Bittner) to approve Zoning Permit 2020-14 (808 Birch St.). Roll call was taken. Voting in favor of the motion were: Irlbeck, Bittner, Sik and Knutson. Abstaining: Senst. Motion passed.

3. Todd Knorr, representing the Lamberton Church of Christ, was present by virtual means to share options the church has been exploring to enable a ramp access. He stated one of the options would be to construct the ramp over the sidewalk and placed in the public right-of-way at 202 Second Ave W. Peterson will verify any liability the city may carry if a building permit and/or variance were granted, then coordinate with Knorr of the necessary requirements.

4. No contribution for 2021 is required from the city as indicated on Form SC-20 as certified by the Lamberton Fire Relief Association.

5. A request for council action to consider a step increase beyond the maximum base schedule failed for lack of a motion.

6. The need for a casual P/T library aid was discussed. A resignation has not been received but it is anticipated an aid will be submitting one.

Motion/Second/Pass (Senst/Knutson/unanimous) to advertise for a casual P/T library aide.

7. CARES Act Funding was discussed. Clerk Peterson stated a valid expenditure of the funding would be to purchase the necessary technology equipment for council and staff that would enable them to attend remote meetings that are necessary because of COVID-19. Peterson suggested other technology that would have the capability to conduct a meeting where social distancing is necessary could also be purchased. She informed the council that these purchases would not be taken from the levied, budgeted money; instead, from the federal government to aid local governments impacted by COVID-19.
8. A request to hold city council meetings at the Community Center failed for lack of a motion.
9. Clerk Peterson asked the council how they wished to proceed with the 2021 Budget. She stated the preliminary levy needs to be passed at the September meeting. Council requested Peterson to put the budget proposal together with the goal of a 0% levy increase. Peterson suggested a 10% increase for the preliminary levy because a levy cannot increase once certified. This would also buy the city additional time to achieve the 0% levy increase goal.
10. Mayor Sik called for the Truth-N-Taxation Hearing to be certified for December 14, 2020 at 7:30 p.m. at Lamberton Community Center, 101 2nd Ave E, Lamberton, Minnesota for those wishing to speak regarding the 2021 Budget and Levy.

C) REPORTS

1. Thram reported he received an email from FEMA stating they are in the final stages of considering mitigation funding. Thram also reported Kuhar Park has been active, said the seasonal employee will be done the first week in September and hydrant flushing will begin soon. In response to the question posed about street sweeping, Thram stated the sweeper is further damaging the condition of the streets so he is trying to buy more time before commencing operation of the street sweeper.
Thram said M.R. Paving was the only company submitting a bid for the 2020 Street Maintenance Project. He recommended accepting the bid and awarding the contract as submitted. The bid documents call for a complete date of no later than October 19, 2020. Thram stated trees would be taken down and curb work complete throughout this project. The tree removal and curb work will be done to direct the way ground water flows in the attempt to prevent future pooling on the street.
Thram informed the council he met with the subcontractor who provided the turf restoration services for the 2019-20 Infrastructure Project. The subcontractor has agreed to re-seed the boulevards (with the exception to the areas that have been disturbed by a homeowner). The contractor will knife in the grass seed with a knife seeder, fertilize and then hydro mulch. The contractor and Thram did "spot sample" and the grass was sprouting; however, the type of seed used (blue grass seed) grows better when planted in the fall and takes longer to grow. Thram noted that once the seed established and grows, it should shade out the weeds. He further noted it may be necessary to spray the broad leaves next spring, but he cautioned not doing that until after the grass is established.

Motion/Second/Pass (Knutson/Irlbeck/unanimous) accepting the Maintenance Report.

2. Rue reported on Ambulance activity. She praised the crew for picking up day shift coverage with the roll-out of the new schedule and said everything was operating smoothly.

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

3. With the restrictive use and reporting requirements linked to the CARES Act Funding money, Peterson asked staff and council to commit creating a plan and determine usage. Other activities include election organization, meetings and training for CARES Act Funding, budget preparation, policy updates and routine duties.

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

4. Chief Hillesheim reported on the police department activity. He said reporting on the new Police Reform Act is being implemented as having the new body camera will help assist with the reporting. The reporting is now required on a monthly basis where it was reportedly annually in the past. Chief Hillesheim is preparing a body camera policy to be implemented. He said about 25-30 hours weekly have been designated to patrol this past month.

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

5. The library report was acknowledged. Librarian Vogel said circulation was up. She is coordinating an event to have an outdoor movie. Discussion ensued regarding opening the library and the community center. The guidelines require a preparedness plan, cleaning protocol, use of masks, limited capacity and social distancing among other requirements and/or suggestions.

Motion/Second/Pass (Senst/Knutson) to open all city facilities following the required guidelines. Roll call was taken. Voting in favor of the motion were: Senst, Knutson and Irlbeck. Voting against were: Sik and Bittner. Motion passed.

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

D) ORDINANCES & RESOLUTIONS

Motion/Second/Pass (Irlbeck/Senst/unanimous) adopting Resolution 2020-25 A Resolution Accepting Donations to the City of Lambertton and Resolution 2020-26 A Resolution Accepting Bids and Awarding a Contract for the 2020 Street Maintenance Project.

E) APPROVAL OF CLAIMS

1. The August 2020 Financial Report and Approval of Claims were presented for approval.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to approve the August 2020 Financial report and authorize payment for checks #44632 - #44675, #445E - #465E and #500939 - #500985 in the amount of \$79,503.91. There were six (6) new vendors. A full report is available upon request.

III. PUBLIC HEARING

A) Mayor Sik opened the Public Hearing at 7:30 p.m. to give the public the opportunity to speak regarding a request from Clayton Senst, 808 Birch St, for a variance to construct a garage. If approved, the following would vary from the Zoning Ordinance:

1. Section 305.7 - Maximum ground coverage would exceed allowed 30%.
2. Section 405. 3 - Structure would exceed allowed five (5') foot setback from an adjoining lot.
3. Section 305.4 – Structure would allow an accessory building within a front yard (as how a side street line of a corner lot is defined in Section 405.4).

Mayor Sik closed the public hearing at 7:35 p.m. with no one from the public taking the opportunity to speak.

IV. MAYOR & COUNCIL COMMUNICATIONS

A) The council was given the MPCA Compliance Evaluation Inspection and Letter of Warning as Thram informed them of at the July 2020 meeting.

B) The council was notified Thram and Peterson met with Red Rock Central Public School District #2884 Superintendent, Todd Lee, regarding an interest in city owned land.

C) A question was posed to consider moving Reports to the beginning of the meeting. Peterson noted action was formerly taken to have the agenda content organized as it is now.

V. ADJOURNMENT

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

Respectfully submitted,
Madonna Peterson, Clerk

Approved,
Lydell Sik, Mayor
