LAMBERTON CITY COUNCIL
REGULAR MEETING • CITY HALL/ELECTRONIC/PHONE
February 14, 2022 • 6:30 P.M.

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1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES

- Present: Mayor L. Sik, D. Irlbeck, J. Senst, , D. Knutson absent T. Beermann
- Staff in Attendance: N. Anderson, V. Halter, T Neperman, M. Hubin, C. Fenger
- Public in Attendance: Tony Sauer, Jonathan Steen, Stephanie Steen
- Additions/Deletions to Agenda
    - Add Item 3.4.e - DNR Emerald Ash Borer Grant Acceptance
    - Remove Resolution item 3 – Sale of Lamberton Meats building and renumber Resolution Accepting Donations to the City of Lamberton to 2022-04.

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

2. CONSENT AGENDA

A. Approval of Minutes (can all be done in one motion)
1. January 10, 2022 – EDA Minutes
2. January 10, 2022 – Regular City Council Meeting
3. January 19, 2022 – Special Meeting

Motion/Second/Pass (Senst/Knutson/unanimous) to adopt the minutes as listed.

3. GENERAL BUSINESS

A. Petitions, Request, Communications
1. Citizen Complaints

Jonathan Steen was present to discuss the issues he has been having with the Lamberton PD and parking issues. Tony Sauer also present to discuss the parking issues. Discussion was held on the issues at hand, ordinances, and zoning.

Other complaints received by the city and forwarded to the police department were reviewed. Several are ones we have received complaints on before. Main Street sidewalk snow removal and properties to be cleaned up were discussed. Letters to homeowners were discussed and assessing charges to the owners when/if the city does the work or hires it to be done.

Short break taken for a picture of the council for the 150th Anniversary History book.

2. Kuhar Park and Campsite Reservations
    - Discussion held on providing a reservation option for the sites at Kuhar.

    Motion/Second/Pass (Senst/Irlbeck/unanimous) to accept reservations for camping sites at Kuhar Park.
3. Zoning Permits/Variance Requests – none received.
4. Request for Council Action
    - RCA – Juneteenth
        - No action taken.
    - RCA – Election Judges
        - Valerie has asked previous judges if they would like to continue being judges. There are several that have decided not to return. Valerie is asking permission to advertise for election judges, so we have them ready for when County training takes place.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to advertise for election judges.

- RCA – Valerie Halter attend the MCFOA Conference
  - It has been recommended by the accounting firm that it would be beneficial for Valerie to attend the Minnesota Clerk and Financial Officer Association Conference March 22-25 in St. Cloud. The conference provides education opportunities including a session for new clerks.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to allow Valerie Halter to attend the MCFOA Conference.

- RCA – ABDO Contract
  - The council previously had signed a contract with ABDO Financial Services to provide accounting support. This contract expires at the end of February. Valerie would like to extend the contract to the end of 2022 so that she has a resource for accounting questions. The City is only charged when their services are used.

Motion/Second/Pass (Knutson/Irlbeck/unanimous) to extend ABDO Financial Service contract to the end of 2022.

- RCA – DNR Emerald Ash Borer Grant Acceptance
  - Valerie explained that the City of Lamberton was awarded a grant for $40,000 from the MN DNR for Management of the Ash Tree – Emerald Ash Borer. The grant money is to be used for the removal and replacement of Ash Trees in the City Park and Kuhar Park. The City will be responsible for approximately $9,751 in matching funds spread over the next three years. This grant provides the opportunity replace trees that will be lost due to the Emerald Ash Borer.

Motion/Second/Pass (Irlbeck/Senst/unanimous) to enter into contract with the MN DNR and accept the $40,000 grant funds to be used for Emerald Ash Borer management.

B. Department Reports

1. Maintenance Department
   - Written report submitted. In the report it is noted that the equipment they currently have is wider than the sidewalks on Main Street.

   Motion/Second/Pass (Senst/Irlbeck/unanimous) to accept the Maintenance report as given.
2. Ambulance Department
   - Written report submitted.

   Motion/Second/Pass (Senst/Knutson/unanimous) to accept the Ambulance report and to thank Jill Irlbeck for her years of continued service.
3. Administration/EDA Department
   - Written report submitted. Valerie met with the auditing side of ABDO and reviewed the draft report of the 2021 audit. ABDO feels that the City of Lamberton would benefit from debt management and levy consulting services. The board was open to exploring the services they offer.
   - Congress still has not acted on the spending requests we have in.
   - Sale of the Lamberton Meats building was discussed. The lawyer added a clause about building value and the potential buyers rejected the proposal. Now we will hold an EDA meeting with the potential buyers and try to come to terms both can agree upon.

   Motion/Second/Pass (Senst/Knutson/unanimous) to accept the Administration/EDA report.
4. Police Department –
   - Written report submitted.
   - Chief Hubin requested a new printer.
   - Trouble with the squad car battery.

- The squad will need to go to Hutchinson for some work.

Motion/Second/Pass (Irbeck/Knutson/unanimous) to accept the Police report.

5. Library
   - No report submitted.
6. Fire Department
   - Chief, Tom Neperman let the council know he is not looking to continue as Chief after this year. He would like to get some of the grant projects completed and ready to turn over to a new Chief.
   - All officers remained the same.
   - The new grass rig will be picked up in the next week or so. The old rig gets returned to the DNR.
   - Tom updated the council that he is working with the engineers of the new school. The fire main will need to be extended and hydrants will be needed.
   - The process to hire a new Chief has changed. You now must treat it like a regular hired position and go through an entire hiring process.

Motion/Second/Pass (Senst/Irlbeck/unanimous) to accept the Fire report.

C. Ordinances and Resolutions
   1. 2022-03 – Resolution Adopting the Annual Fee Schedule for the 2022 Calendar Year
   2. 2022-04 – Resolution Accepting Donations to the City of Lamberton

Motion/Second/Pass (Senst/Knutson/unanimous) to approve resolutions 2022-03 and 2022-04.

D. Financial Report & Approval of Claims
   1. January 2022 Financial Report
   2. Approval of claims

Motion/Second/Pass (Senst/Knutson/unanimous) to approve the January 2022 Financial report and the Approval of Claims.

4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS

- Mayo Sik will be on the KNUJ Town Days radio program tomorrow. Will highlight the 150th Anniversary Celebration June 23-26, 2022.

5. NEXT MEETING DATE

A. March 14, 2022 at 6:30 PM

6. ADJOURNMENT

Motion/Second/Pass (Irlbeck/Knutson/unanimous) to adjourn the meeting.

Respectfully Submitted,
Valerie Halter, Clerk

3-14-22

Approved,
Lydell Sik, Mayor

CITY OF LAMBERTON

RESOLUTION 2022-03

A Resolution Authorizing the Adoption of an Annual Fee Schedule for the 2022 Calendar Year

WHEREAS, the Lamberton City Council has determined it is in the City's best interest to implement an annual fee schedule; and

WHEREAS, the Lamberton City Council would like to implement a fee schedule for the 2022 calendar year; and

WHEREAS, by motion on January 10, 2022, the fee schedule to be adopted as follows:

City of Lamberton

2022 Fee Schedule

	Notes	2022 Fees
Administrative Fees		
Copies- Color	Per Page	$1.00
Copies-Black & White	Per Page	$0.25
Data Request Inquiry	Per Hour (prorated for actual time)	$25.00
Certificate of Unpaid Assessments	Per PIN	$25.00
Elections-Candidate Filing Fee	Per Filing (State law, no refunds)	$2.00
Fax	Per Page	$1.00
Invoice Late Fee	Monthly	1.5% on balance
Meal Reimbursement- Dinner	Per Day	$23.00
Meal Reimbursement- Lunch	Per Day	$12.00
Meal Reimbursement-Breakfast	Per Day	$11.00
Mileage Reimbursement Rate	Per Mile	$0.0585
NSF Check Fee	Per Check	$30.00
Economic Development		
Loan Application Fee	Per Application	$20.00
Ambulance Department		
Advantage Life Support-Base Rate	Per Call	$1,250.00
ALS-Rate 2	Per Call	$1,400.00
Basic Life Support-Base Rate	Per Call	$800.00
Mileage	Per Loaded Mile	$20.00

Non-emergency Base Rate	Per Call	$550.00
Township/City Charge	Per Capita	$15.00
Community Center		
Rental (includes kitchen)	Per Event	$60.00
Fire Department		
Fire Call	Based on 2 Hours	$1,000.00
Fire Exceeding 2 Hours	Per hour	$100.00
Fire Truck Maintenance	Per Month	$35.00
Foam	Per Pail	$100.00
Township Charge	Per Section	$250.00
Garbage		
Drive by fee	Per Month	$5.50
Library Fines and Fees		
Copies- Color	Per Page	$1.00
Copies-Black & White	Per Page	$0.25
Patron Fines- Books	Per Day	$0.10
Patron Fines- Card Replacement	Per Card	$5.00
Patron Fines- DVD's	Per Day	$1.00
License Fees		
3.2 Malt Liquor Off-Sale License	Per Year	$35.00
3.2 Malt Liquor On-Sale License	Per Year	$100.00
Animal License	Per Year	$10.00
Animal License - Duplicate	Per Occurrence	$3.00
ATV License	Per Year	$15.00
ATV License - Duplicate	Per Occurrence	$3.00
Hawker	Per Year	$50.00
Off-Sale Liquor License	Per Year	$125.00
On-Sale Liquor License	Per Year	$1,200.00
Peddlers	Per Day	$10.00
Sunday Liquor License	Per Year	$200.00
Temporary Liquor License	Per Occurrence	$10.00
Transient Merchant	Per Day	$10.00
Transient Merchant	Per Month	$50.00
Transient Merchant	Per 6 Months	$150.00
Park Fees		
Kuhar Park Campground Rent	Per Night	$20.00
Kuhar Park	***7th Night Free with Previous 6 Night PAID***	

Kuhar Park Campground Rent	Monthly	$375.00
Picnic Table Rent	Per Table Per Day	$5.00
Shelter Reservation Fees	Per Event-NON-REFUNDABLE	$25.00
Planning and Zoning Fees		
Building/Zoning Permit (Cost of construction under $100,000)		$35.00
Building/Zoning Permit (Cost of construction over $100,000)		$100.00
Conditional Use Permit	Per Application	$150.00
Failure to obtain Building Permit		3 times the building Rate Fee
Rezoning of Property	Per Application	$150.00
Street Vacation	Per Application	$200.00
Variance	Per Application	$150.00
Public Works		
Black Dirt	Per Yard	$15.00
Gravel	Per Yard	$10.00
Loader/Tractor/Truck	Per Hour	$125.00
Yard Waste Collection Permit	Annual per location	$25.00
Mowing/Weed Control-1st Time		$50.00
Mowing/Weed Control-Each time thereafter		$100.00
Snow Removal	Per Hour (minimum 1 hour)	$100.00
Sewer		
Base Charge- 1-1 1/2" Meter	Per Month	$32.00
Base Charge- 2" and above Meter	Per Month	$62.00
Base Charge-Up to 3/4" Meter	Per Month	$15.00
Sewer Usage Charge	Per 1,000 gallons of water	$6.50
Storm Sewer		
Drainage Charge-Commercial	Per Month	$32.00
Drainage Charge-Institutional	Per Month	$62.00
Drainage Charge-Multi-family Residential	Per Month	$102.00
Drainage Charge-Residential	Per Month	$15.00
Swimming Pool		
Admission	Per Day	$4.00
Punch Card	Per 10 admissions	$35.00
Season pass-Family	Per Year	$125.00
Season Pass-Individual	Per Year	$50.00
Swimming Lessons-Private	Per Person	$80.00
Swimming Lessons-Public	Per Person	$40.00

Swimming Lessons-Parent/Toddler	Per Toddler	$25.00
Swimming Pool Parties	up to 50 people	$125.00
Swimming Pool Parties	51-100 people	$175.00
Utility Service Rates and Fees		
Certification Administrative Fee	Per Year	15%
Account Change Fee (existing services)	Per Account	$10.00
Install/Disconnect Fee **(Change fee in lieu of Disconnect Fee for existing services)**	Per Connection	$30.00
Disconnect & Reconnection Fee (non-payment **disconnect AND** reconnection)	Per Reconnection	$50.00
Late Fee on Service	Per Month	10%
Sewer Service Connection (new connection to main)	Per Connection	$400.00
Temporary Connection Fee (dispatched for temporty (up to 48 hrs) dis/connection for repairs)	Per Connection	$25.00
Water Service Connection (new connection to main)	Per Connection	$400.00
Wage & Reimbursement Rates not on a wage scale		
Election Judge	Per Hour	$11.33
Head Election Judge	Per Hour	$11.83
Water		
Base Charge- Up to 3/4" meter	Per Month	$14.00
Second Meter Charge-Residential (Up to 3/4" Meter)	Per Month	$14.00
Base Charge- 1-1 1/2" Meter **& Minimum Bulk Charge**	Per Month	$35.00
Base Charge- 2-3" Meter	Per Month	$60.00
Water Usage Charge	Per 1,000 gallons of water	$6.50
Non-City Residential Access Charge	Per Month	$15.00

Adopted by the Council on 1-10-2022

ATTEST:

Mayor

By:
City Clerk

CITY OF LAMBERTON

RESOLUTION 2022-04

A Resolution Accepting Donations to the City of Lamberton

WHEREAS, the City of Lamberton, Minnesota is generally authorized to accept donations pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the city:

Donation #	Name of Donor		Amount
1287	Wayne Rue	$	25.00
	TOTAL	**$**	**25.00**

WHEREAS, the terms or conditions of the donations, if any, are as follows:

Donation Number	Terms, Conditions, or Use
1287	Fire Department

WHEREAS, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAMBERTON, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Passed and Adopted by the City Council this 14th day of February 2022.

CITY OF LAMBERTON, MINNESOTA

By: _____
Mayor

ATTEST:

By: _____
City Clerk