A Regular Meeting of the

Lamberton City Council

July 9, 2018

 The regular meeting of the City Council of the City of Lamberton was held on July 9, 2018, in the City Office.

 Members present for all or part of the meeting were Councilmembers Terry Neperman, Lydell Sik, Dave Irlbeck, Darrell Knutson, Leah Bittner and Clerk Peterson.

 Mayor Neperman called the meeting to order at 7:00 pm.

On a motion by Sik, seconded by Irlbeck, the council voted unanimously to approve the June 11, 2018 City Council minutes. On a motion by Sik, seconded by Bitner, the council voted unanimously to approve the June 11, 2018 EDA Board minutes. On a motion by Irlbeck, seconded by Knutson, the council voted unanimously to approve the June 18, 2018 Special Council Meeting minutes.

 On a motion by Sik, seconded by Knutson, the council voted unanimously to approve checks #43194 through #43263 and #000065E through #000075E and #500025 through #500099 in the amount of $182,802.83. Bittner noted check #43200 is not a conflict of interest, as it is a reimbursement check and proper protocol was followed. On a motion by Sik, seconded by Irlbeck, the council voted unanimously to approve the July 2018 financial report approving donations in the amount of $830.00 and no transfers.

Maintenance Supervisor Justin Thram reviewed the maintenance report he presented to the council. He informed the council the pool heater will likely not be installed until next season as it is not scheduled to arrive until July 26. Tree trimming is complete, and some patches were done on street settling with infrared heating by Bargen, Inc. Kuhar Park completely flooded with the recent rains and will need extra maintenance work. Assistance was provided to the county to re-open County Road 6 after the flooding. Justin anticipates there to be FEMA money that can help offset the cost in assisting the county. The block foundation is up for the new bathhouse and water lines installation will commence as it dries. Justin reviewed the two bids received for a new skid loader. There is $40,000 budgeted for capital outlay in the street department. On a motion by Sik, seconded by Irlbeck, the council unanimously voted to accept the low bid of $20,403.16 for a S595 T4 Bobcat Skid-Steer Loader from Farm-Rite Equipment of Willmar, MN. On a motion by Knutson, seconded by Bittner, the council voted unanimously to accept the report as given.

Ambulance Director Nick Anderson reviewed the ambulance report he presented to the council. He summarized the June 2018 ambulance call detail and told the council the ambulance service will be participating in the Watermelon Days Parade in Sanborn this year. When asked if North Memorial had ever presented a proposal, Nick informed the council the person who he had been talking to stated North Memorial is short on employees at this time therefore discussions ceased. Nick informed the council North Memorial is no longer providing professional education to the outstate area and training can be sought anywhere, not just with North Memorial as it had once been. The possibility of using the ambulance base as a training center was questioned. Answers will be sought to these questions for possible future discussion. On a motion by Bittner, seconded by Irlbeck, the council voted unanimously to accept the ambulance report.

Police Chief Nick Hacker told the council he wanted to ensure he received the increase in vacation time due to the fact he will be in the police profession for eleven (11) years on July 16, 2018 based on his calculations. Chief Hacker referenced the vacation section in the personnel policy which states, “Every full-time employee shall earn vacation at the rate of 12 days per year for the first through tenth year; vacation shall be earned at the rate of 18 days per year for the eleventh through twentieth year; employees with twenty years of service shall earn 24 days’ vacation per year. Employees shall receive credit for their years of professional experience in a similar position.” Neperman stated he was unaware of vacation time carrying over from town to town. Peterson told the council Chief Hacker brought this to her attention and she verified the information he presented her with. She said she herself has 20 years of similar professional experience and that, if awarded, she should have been awarded the maximum amount of vacation upon hire. Clerk Peterson further noted the introduction section of the personnel policy does state, “The City of Lamberton expressly reserves the right to change any policies without prior notice, including those covered here, at any time. You will be notified of any change by appropriate means. Amendments or new policies will be effective on dates determined by the City Council, and you may not rely on policies that have been amended or deleted. No one other than the City Council has any authority to change any policy.” Clerk Peterson stated the League of Minnesota Cities (LMC) does have templates to use. She believes policies and job descriptions should be updated as soon as we can. She further stated in all her years in public employment working with human resources, she has never heard of being awarded vacation time based on years of professional service from a different entity. Chief Hacker was told he council would take the issue under advisement.

Chief Hacker also questioned the council on a several requests he received by Clerk Peterson. Clerk Peterson has asked for a police department schedule. Chief Hacker said he does not do a schedule, he fits in his hours around his activities and tries to keep people guessing when he is working. Chief Hacker was instructed to provide Clerk Peterson with his schedule and if it changes, he needs to communicate that with her. Peterson further requested all departments start providing a monthly activity report to the city council in report form. Chief Hacker will work with the county to filter a type of activity report to present to the council, however he disagrees with implementation of a daily log because it takes time and is unnecessary. Discussion was held regarding the practice of Lamberton police officers responding to calls outside of Lamberton. Mayor Neperman said if the Lamberton tax payers are paying for police services, they expect those services to occur in Lamberton, not in a different town. Councilman Sik stated he has no issue with Lamberton police responding to an emergency assist in a different town if the Lamberton police is the closest officer responding. Chief Hacker said he cannot speak on behalf of Officer Davis because we do not have a camera that identifies the location of the squad at all times, however, Neperman told him to communicate with Officer Davis so he knows what was discussed.

Chief Hacker said he will check on the animals at the Kim Robinson residence soon. Chief Hacker was asked to start identifying the people mowing grass clippings into the street and speak with them. They may be unaware this is causing drainage issues and is a violation of the ordinance. On a motion by Irlbeck, seconded by Sik, the council voted unanimously to accept the police department report.

Clerk Peterson updated the council on her activity for the month. The filing period for city candidacy opens July 31, 2018 and ends August 14, 2018. There are four (4) open seats that will be voted for on Election Day, November 6, 2018. Primary Election day is August 14, 2018. Peterson said the major change during the election process this year will be the use of electronic poll pads. The poll pads will replace the paper methods of voter registration and rosters. Budget preparation and training with the different departments continues to occur. Those responsible for the department have been authorizing their expenditures which is another step to securing internal controls. Request for proposals are due on July 18, 2018 for the second phase of the wellhead protection plan. Discussion was held regarding the profit or loss for the ambulance garage and the status of a township meeting. Peterson reported work continues on this analysis. On a motion by Irlbeck, seconded by Bittner, the council voted unanimously to accept the administration report as presented.

A zoning permit was presented for approval. On a motion by Irlbeck, seconded by Knutson, the council voted unanimously to approve a zoning permit to Martin Sarne for residential construction of a new house. A question was asked regarding the status of a covenant violation in the South Side Addition. Peterson was instructed to follow up with this matter.

On a motion by Knutson, seconded by Sik, the council unanimously approved the election judge roster as presented.

A new resident has purchased a property and continues to improve the structure which will raise the tax base as well as make the structure visually appealing to the community. On a motion by Sik, seconded by Knutson, the council unanimously approved waiving charges in the amount of $142.86 of a past due utility bill at 506 S. Birch St. which was left unpaid by a prior resident.

Discussion started regarding a request to put a handicap parking space in front of a residential property; however, it died for lack of a motion.

During the council communication period, Clerk Peterson was asked to obtain the City Attorney’s option on the vacation matter as discussed earlier. Bittner would like to see implementation and follow up of employee reviews. Peterson continues to work on a comparable worth study and job descriptions which all ties into this together with the personnel policy update. Sik has been approached by the Walnut Grove mayor regarding joining police forces with Walnut Grove. At this point, it is believed Walnut Grove may try to lead this joint venture and has asked Lamberton for any consideration to the venture. The council agreed they are willing to consider it.

 There being no additional business, on a motion by Sik, seconded by Knutson, the council voted unanimously to adjourn the meeting.

Respectfully submitted, Approved,

Madonna Peterson, Clerk Terry Neperman, Mayor

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