

Minutes for an Emergency Meeting of the  
Lamberton City Council • City Office  
March 16, 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, A. Rue, T. Neperman, A. Vogel and C. Davis. Others in Attendance: Matt Novak, Novak Law.

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

II. CONSENT AGENDA & GENERAL BUSINESS

A) CORONAVIRUS PANDEMIC

1. City Attorney, Matt Novak, reviewed the phases of the LMC (League of Minnesota Cities) Pandemic Planning Guidance document regarding COVID-19. Phase One is the preparation phase where the city should identify what critical services must continue and which services can be temporarily suspended; identify lists of back-up staff, telephone numbers and essential job duties; and identify policy changes that may be necessary. Phase Two is the intermediate response phase where the city will likely “stand ready” to implement measures and Phase Three will be the full response phase where the city may need to implement the measures. Lamberton is in the process of all three phases and each department head was given the opportunity to share important information regarding their department along with any plan they anticipate having to implement.

B) ORDINANCES & RESOLUTIONS

***Motion/Second/Pass (Senst/Irlbeck/unanimous) to adopt Resolution 2020-07 a plan for any potential emergency due to the COVID-19 Corona Virus.***

-The City shall follow the guidance of the Minnesota Department of Health with regard to public gatherings. The Community Center shall be closed until further notice.

-The Department Heads are authorized to suspend non-essential services until the April regular council meeting.

-Each Department Head is required to submit designation of back-up staff and essential duties list to the City Clerk by the adopted time.

-In the event the Department Head and back-up staff are unable to perform their essential tasks, the Mayor shall have the ability to declare a local emergency and appoint a temporary department head with such designation to last for no more than three (3) days, unless the City Council approves a longer term.

III. MAYOR & COUNCIL COMMUNICATIONS

IV. ADJOURNMENT

***Motion/Second/Pass (Senst/Bittner/unanimous) to adjourn the meeting at 8:01 p.m. Mayor Sik declared the council meeting adjourned.***

Respectfully submitted,  
Madonna Peterson, Clerk

Approved,  
Lydell Sik, Mayor

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