Minutes for a Regular Meeting of the

Lamberton City Council

September 10, 2018 – 7:00 PM

I. CALL TO ORDER

Present: Mayor T. Neperman, L. Sik, D. Knutson, L. Bittner, D. Irlbeck

Others in Attendance: Clerk M. Peterson, J. Thram, N. Hacker, N. Anderson, M. Hesse, D. Vollmer, T. Birkemeyer.

II. APPROVAL OF MINUTES

A) Bittner moved, Sik seconded for unanimous approval of August 13, 2018 City Council Minutes.

B) Sik moved, Knutson seconded for unanimous approval of the August 30, 2018 Special City Council Minutes.

C) Sik moved, Irlbeck seconded for unanimous approval of August 13, 2018 EDA Minutes.

III. APPROVAL OF CLAIMS

A) Knutson moved, Irlbeck seconded for unanimous approval of checks #43322-#43377, #99E-#113E, and #500168-#500218 in the amount of $145,843.84.

ADDITION TO AGENDA

A) Past practice was to write off the utility bill charges upon request; however, a procedural change was adopted in February 2018 to certify past due utility bills to taxes. Two landlords were in attendance to ask the council to waive the penalty charges on unpaid utility bills from their tenants. Both landlords agreed to pay the remainder of the charges on the bill. Sik moved, Knutson seconded for unanimous approval to waive the penalties charged in the amounts of $207.55 and $140.58.

IV. REPORTS

A) Sik moved, Irlbeck seconded for unanimous approval of the Maintenance Department report as discussed by Thram. Activities include:

-Now that the block layers are done with the Kuhar bathhouse, Thram feels the momentum will pick up. L & S is working on placing the tanks and bringing the area to grade, then REC will come in to bore the electrical and the plumbers can come in. The grant expires December 31, 2018 making the timeline very tight.

-The mildew from the ground water storage tank has been power washed. It took about a day and a half to complete but only cost approximately $200 which was a savings from the $4,500 price tag the water tower maintenance company wanted to charge. This will likely be needing to be a new ongoing maintenance job the city will perform since cancelling the contract with the maintenance company.

-Thram requested to have Ash Street and the rest of 4th Avenue added to the 2018-19 Infrastructure Project. The 2018-19 Infrastructure Project was not done this year due to bids coming in too high. It was noted public hearings will have to be held to change the scope of the project but agreed now would be the time to look at it. The allowance of garbage truck usage of the city streets was discussed. Justin will explore various options regarding this issue. On a motion by Knutson, seconded by Sik for unanimous approval to explore adding Ash Street and the remaining part of 4th Avenue (from Douglas to Ash Street) to the 2018-19 Infrastructure Project.

-Two bids were received to perform road patching in various areas. On a motion by Irlbeck, seconded by Sik for unanimous approval to hire MR Paving to perform the work for the quoted price that is lower than the other company submitting a bid.

-Thram informed the council he noticed the water usage was higher than normal at the swimming pool this season. He further noticed the wall was shifting and the deck sinking. A power point presentation of several findings at the swimming pool was shown. As seen, the pool wall (or shell) is shifting away or separating from the deck which likely indicates an underground water leak that is washing away the base beneath the deck. Southwest Health & Human Services (SWHHS) did award our pool license this season; however, the inspector did discuss the condition of a trip hazard that is being caused by the pool shell and deck separating which is occurring in several locations around the circumference of the pool. Investigation began after the pool season ended. A part of the deck was removed to view what was happening underground. Findings include cracked PVC pipes, lack of binder in the sand, bulging crack in the wall, incorrect angle degree of the pipe elbows (new in 2013), and unsafe shifting and/or sinking of the deck. These things cause stress to the pipes. Too much stress causes pipes to bust. The insurance company has been contacted to verify any coverage we may have, and the adjuster will bring an engineer to inspect the damage and cause.

-MPCA is requiring the installation of a ground water monitoring manhole out at the ponds. This structure will allow sampling of ground water. The parts for the structure have been ordered at an approximate cost of $5,000.

B) Knutson moved, Sik seconded for unanimous approval of the Ambulance Department report as presented by Anderson. Activities include:

-Activity summary for August was noted.

-In an attempt to reduce the cost of ambulance payroll, Anderson was told to reduce the amount of staff scheduled per shift from three (3) to two (2); however, many of the staff prefer having a third person on each shift for various reasons. Anderson and the staff are recommending reducing the amount per day shift call hour from $10/hour of call to $3/hour of call effective the September 1, 2018. On a motion by Knutson, seconded by Bittner for unanimous approval of $3 per hour for on-call ambulance day shift coverage from 6 a.m. to 6 p.m.

C) Irlbeck moved, Sik seconded for unanimous approval of the Police Department report as presented by Hacker. Activities include:

-Review of July activity report.

-The new mobile laptop is here. Installation to the squad car will be done in the next week.

-Offered to reach out to other communities should the council wish to explore the possibility of joining forces with Walnut Grove Police Department.

-The water pump failed in the squad. The repair bill was $1,929.71.

-Police training reimbursement was received in the amount of $1,914.01.

-Reviewed activity of public relations, budget calculations and job description updates. Noted the police are not compensated for being on-call and asked for consideration of paid on-call or salary if council is going to limit overtime.

-Police telephone lines were discussed after a complaint had been received about the police not answering the two phone lines.

-Accountability of police was discussed. Council stressed the need for log activity and schedules.

-Discussion was held regarding vacation time request from Chief Hacker. Chief Hacker was asked if vacation time was negotiated upon hire differently than that of the personnel policy to which he stated no. The confusion occurs with how it is interpreted. The attorney opinion stated it is important to apply the personnel policy as that has been consistent with the manner of all previous employees and that any question would be expected an answer at the time of hire.

D) Knutson moved, Bittner seconded for unanimous approval of the Administration Department report as discussed by Peterson.

-The month of July was spent on election administration and training, budget preparation including budget instruction to all departments and council, and compensation study.

-Peterson informed the council of the continued lack of communication with the police department. Mayor Neperman will call Chief Hacker regarding this.

E) Bittner moved, Irlbeck seconded for unanimous approval of the EDA report as presented by Vollmer.

-The new and improved city website is up and running at www.lambertonmn.com. Pages will continually be edited. Residents can now pay their utility bill or other miscellaneous payments on the website. You can subscribe to the site to receive alerts being posted also.

-Lease agreements have been renewed for the land.

-Attended a couple meetings to gain knowledge on area networking and contacts for resources necessary to economic development.

V. PETITIONS, REQUESTS & COMMUNICATIONS

A) Irlbeck moved, seconded by Bittner for unanimous approval of a zoning permit for Steve & Deb Lingle to erect a shed and a fence on property they own on Juniper Street.

B) Knutson moved, seconded by Irlbeck for unanimous approval of a zoning permit for Lynn & Pat Story to erect a retaining wall along the southside of their property at 511 S. Main St. It was noted Mr. Story was informed the location is in a utility right-of-way and if future access to the right-of-way was required, he would be responsible to re-erect the wall should anything happen to it.

C) Request for membership to RADC-Redwood Area Development Corporation died for lack of a motion.

D) Request for membership to Southwest Initiative Foundation died for lack of a motion.

E) Sik moved, seconded by Knutson for unanimous approval to host a fall clean up day. It was noted roll-offs would be rented and junk will need to be brought to a designated location. Thram and Peterson will work on the details.

F) Request for reimbursement of the flood destroyed porta potties (rented for Kuhar Park) owned by Southwest Sanitation died for a lack of a motion. The city did not neglect, vandalize or destroy the porta potties. A flood is an uncontrollable force of nature.

G) Knutson moved, Irlbeck seconded for unanimous approval of the August 2018 Financial Report. There were no transfers and one new vendor. Donations were accepted totaling $4,370.79. A full report is available upon request.

VI. ORDINANCES & RESOLUTIONS

A) Bittner moved, seconded by Sik for unanimous approval of Resolution 2018-14 Approving State of Minnesota Joint Powers Agreements.

VII. FINANCIAL REPORTS

VIII. OLD BUSINESS

VII. NEW BUSINESS

A) Knutson moved, seconded by Irlbeck for unanimous approval to comply with the MN Pay Equity System notice of non-compliance by adjusting the Librarian wage to Grade 7 starting wage. The non-compliance notice specified the female job class of Librarian is at a disadvantage because this position has more job points than the male class of Maintenance Worker yet receives less compensation. When asked how we can stay in compliance, Peterson suggested a pay scale be implemented.

B) Departments presented their budget requests to council. Neperman called for a special meeting for budget planning on August 30, 2018 at 5:00 p.m. at city hall.

C) Thram presented the RFP proposals received for the Wellhead Protection Plan. Chris Larson and Andy Boyle, ISG, Mankato, were in attendance for any questions on their submitted proposal. Knutson moved, seconded by Irlbeck to hire ISG as the consulting firm for completion of the second part of the Wellhead Protection Plan in the amount of $12,000.

VIII. MAYOR & COUNCIL COMMUNICATIONS

A) Discussion was held on the need to update the Personnel Policy, job descriptions and wage compensation. Peterson said each part of this is what she refers to as the compensation study that she has diligently been working on.

B) Colby Davis addressed the council regarding combining police force with Walnut Grove, MN. He arrived after attending the Walnut Grove council meeting to report Walnut Grove is interested in talking to the City of Lamberton about this. Mayor Neperman will reach out to Walnut Grove Mayor Greg Hansen to start gathering information.

C) Officer Davis was enlightened of police accountability discussions that occurred earlier in the meeting. The implementation of schedules and a log seem to be the easy solution.

IX. ADJOURNMENT

There being no additional business, Sik moved, seconded by Knutson for unanimous approval to adjourn the meeting.

Respectfully submitted, Approved,

Madonna Peterson, Clerk Terry Neperman, Mayor

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