

**MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – January 9, 2020**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 7:00 p.m. on Thursday, January 9, 2020.

COUNCIL PRESENT: Council Members Kris Kaiser, Lowell Petterson, Cristal King and Michael Sagness.

ALSO PRESENT: John Douville

Councilmember Cristal King was sworn in to the vacant city council position.

Adopt Agenda – A motion by Kaiser, seconded by Petterson, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Sagness, seconded by Petterson, to adopt the Consent Agenda. Motion carried.

- a. December 5, 2019 Minutes
- b. Kandiyohi Sheriff's Report

Visitors Presentations, Petitions and Correspondence

Bollig Engineering – Paul Jurek was present on behalf of Bollig Engineering to review current plans and to get approval for the following items:

Legislative Funding Request – A motion by Sagness, seconded by Petterson, to send bonding request letters to State Senator Andrew Land and Representative Tim Miller. Motion carried.

Street Layout and Lighting – A motion by Kaiser, seconded by Petterson, to approve the street layout and lighting options with more options to be provided for the street light standards. Motion carried.

January 9, 2020 Bills List - A motion by King, seconded by Sagness to approve the January 9, 2020 Bills list, Checks numbered 59871-59914 for \$115,298.61. Motion carried.

February Council Meeting Change – A motion by Kaiser, seconded by Sagness to change the starting time for the February 6, 2020 Council meeting to 7:00 p.m.. Motion carried.

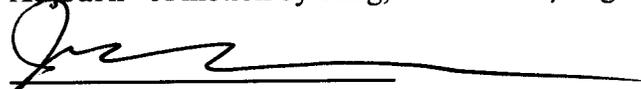
Property Rezoning – Rick Anderson, Lakeview, was present to discuss rezoning his property residential from commercial. He would then also need to be approved for a variance for storage. The City Council stated they would review the zoning. No action taken.

Fire Chief - Ross Wittman was present to discuss fire training for two new members. He also discussed the need for new turnout gear as it has gone past its expected useful timeline. Turnout gear is planned for 2020 purchase.

Resolution 20-01 Fees and Reimbursements – A motion by Kaiser, seconded Sagness, to approve Resolution 20_01 Fees and Reimbursements which includes a 5% increase in the base rates and usage fees for water and sewer. Motion carried.

Public Works Supervisor – Alissa Stai, Public Works Supervisor, reported that the water plant meter was in need of getting fixed and that the fire hydrant by the city center was leaking. The valve was turned off, minimizing the leak and will be replaced with the 2020 Highway Reconstruction project.

Adjourn - A motion by King, seconded by Sagness, to adjourn the meeting at 9:30 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – December 5, 2019**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Thursday, December 5, 2019.

COUNCIL PRESENT: Council Members Kris Kaiser and Michael Sagness.

COUNCIL ABSENT: Lowell Petterson

ALSO PRESENT: John Douville

Adopt Agenda – A motion by Kaiser, seconded by Sagness, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Sagness, seconded by Kaiser, to adopt the Consent Agenda. Motion carried.

- a. November 7, 2019 Minutes
- b. Kandiyohi Sheriff's Report
- c. Mutual Aid Agreement – Centracare Emergency Medical Services per Corps Approval
- d. Ambulance Service Agreement – Centracare Emergency per Amb. Corp approval

Councilmember Appointment – A motion by Kaiser, seconded by Sagness, to appoint Cristal King to fill out Jasson Wittman's council position through 2020. Motion carried.

Visitors Presentations, Petitions and Correspondence

Bollig Engineering – Paul Jurek and Brady Panitzke were present to discuss miscellaneous items regarding the Hwy 8 Reconstruction project. Direction was given by the council regarding irrigation of green space, access locations and other miscellaneous areas.

December 5, 2019 Bills List - A motion by Kaiser, seconded by Sagness to approve the December 5, 2019 Bills list, Checks numbered 59839-59870 for \$43,318.41. Motion carried.

Licensed Water/Wastewater Operator – With the January 1st retirement of Chuck Molitor as the city's licensed water/wastewater operator the City interviewed Dave Woelfel of Bird Island. Mr. Woelfel would provide the city with the required licensure for continued operations. Mr. Woelfel would provide a minimum of 5 hours a week and complete all testing and reporting requirements for the city's water/wastewater licensing.

Licensed Utility Operator – A motion by Kaiser, seconded by Sagness to hire Dave Woelfel at \$20/hr. to provide the Water/Wastewater licensing requirements for the City of Lake Lillian. Motion carried.

Recess Regular Scheduled Council Meeting – A motion by Kaiser, seconded by King, to recess the regular scheduled council to interview Public Works Supervisor candidates at 7:20 p.m. Motion carried.

Two candidates, Alissa Stai and Sean Freed, were interviewed for the public works supervisor position. Both candidates displayed skills and abilities to perform the duties of the position.

Reconvene Regular Scheduled Council Meeting – A motion by King, seconded by Kaiser, to reconvene the regular scheduled council meeting at 8:11 p.m. Motion carried.

Public Works Supervisor - A motion by King, seconded by Sagness, to recommend a job offer to Alissa Stai at \$17/hr. with \$250/mo. health insurance benefit after 3 months. With employee review after 3 and 6 months. Motion carried.

Snow Emergencies – the policy for snow emergencies and the requirement of having the roads cleared of vehicles and trailers was reviewed. The Mayor or designated City representative will declare a snow emergency when there is a potential for a cumulative snow fall. Postings will be dated and displayed at the post office, bank and store along with the digital sign.

Failure to have the car and/or trailer removed before snow removal may cause the vehicle to be towed. The owner will then be responsible for all towing/storage costs to recover the vehicle. The city will be using City Line Towing out of Willmar for this service.

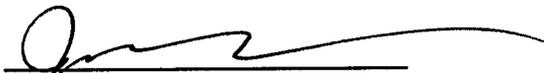
Department Heads – Chuck Molitor presented information on the water tank in the water plant, completed the 4th Qtr. water samples. Mr. Molitor reported on the water tower circulating pump going out and repaired with an electrical switch being replaced. The City Council gave Chuck permission to use the city skid steer during the summer in preparation for the local tractor pull contests.

Mr. Molitor thanked the City Council for their support over the years as he worked for the city.

Retirement Party – The City Council announced a retirement party for Chuck Molitor to be held at the City Center on Sunday, January 12th 2020 from 1:00 p.m. to 3:00 p.m.

Council Meeting Date/Time Change - A motion Kaiser, seconded by Sagness, to move the January 2020 Council meeting to 7:00 p.m. Thursday January 9th, 2020. Motion carried.

Adjourn - A motion by King, seconded by Kaiser, to adjourn the meeting at 9:30 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – November 7, 2019**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Thursday, November 7, 2019.

COUNCIL PRESENT: Council Members Kris Kaiser, Lowell Petterson and Michael Sagness.

ALSO PRESENT: John Douville

Adopt Agenda – A motion by Sagness, seconded by Petterson, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Sagness, seconded by Petterson, to adopt the Consent Agenda. Motion carried.

- a. October 17, 2019 Minutes
- b. 2019 Audit Engagement Letter – Oberloh & Oberloh, CPA

Visitors Presentations, Petitions and Correspondence

Dogs at Large – Margaret Jungclaus was present to discuss the loss of her cat due to stray dogs coming around her property. It was recommended a police report be made to the sheriff's office.

November 7, 2019 Bills List - A motion by Petterson, seconded by Sagness to approve the November 7, 2019 Bills list, Checks numbered 59815-59838 for \$220,458.78. Motion carried.

6:30 p.m. Utility/Property Maintenance Assessment Hearing

Recess Regular Meeting - A motion by Sagness, seconded by Kaiser, to recess the regularly scheduled council meeting for the 2019 Pay 2020 Utility Assessment Hearing. Motion carried.

Open 2019 Pay 2020 Utility Assessment Hearing - A motion by Kaiser, seconded by Sagness, to open the 2019 Pay 2020 Utility Assessment Hearing. Motion carried.

City Clerk Douville reported that there were no written or verbal objections to the utility assessments and there was no one present at the public hearing to oppose their proposed assessment.

Close 2019 Pay 2020 Utility Assessment Hearing - A motion by Petterson, seconded by Sagness, to close the 2019 Pay 2020 Utility Assessment Hearing. Motion carried.

Reconvene Regular Meeting - A motion by Kaiser, seconded by Petterson, to reconvene the regularly scheduled council meeting. Motion carried.

2019 Pay 2020 Utility Assessment - A motion by Kaiser, seconded by Sagness, to approve the 2019 Pay 2020 Utility/Maintenance Assessment Listing with a 4% annual rate to the County Auditor. Motion carried.

Water/Wastewater License Quotes – one quote was received from MMS Environmental for part time coverage for the city’s water/wastewater license fees. The City Council requested staff to work with MMS to fine tune the proposal for further consideration. No action was taken on the proposal.

Department Heads – Mayor Lund reported the water/wastewater and public works report on behalf of Chuck Molitor. City Douville reported that Cosmos staff has helped finish up the seasonal mowing and will do utility reading meters on a monthly basis for the time being.

Adjourn - A motion Sagness, seconded by Petterson, to adjourn the meeting at 8:15 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – October 17, 2019**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Thursday, October 17, 2019

COUNCIL PRESENT: Council Members Kris Kaiser, Lowell Petterson and Michael Sagness.

ALSO PRESENT: John Douville, Paul Jurek – Bollig Engineering and Shannon Sweeney – David Drown Assoc.

Adopt Agenda – A motion by Sagness, seconded by Kaiser, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Petterson, seconded by Kaiser, to adopt the Consent Agenda. Motion carried.

- a. September 19, 2019 Minutes
- b. Utility/Maintenance Assessment Hearing 6:30 p.m. Nov 7th.
- c. Credit Enhancement Program Authorization – MN Rural Water MIDI Program \$500
- d. Res. 19_04 Official Polling Place

Visitors Presentations, Petitions and Correspondence

Authorization to Proceed with Final Design - A motion by Sagness, seconded by Petterson, to authorize Bollig, Inc. to proceed with Final Design planning for the 2020 project. Motion carried.

October 17, 2019 Bills List - A motion by Kaiser, seconded by Sagness to approve the October 17, 2019 Bills list, Checks numbered 59770-59814 for \$32,323.39. Motion carried.

Res. 19_05 Lake Lillian Temporary GO Utility Revenue Note \$623,000 (2019A) A motion by Petterson, seconded by Sagness, to approve Resolution 19_05 Temporary GO Utility Revenue Note \$623,000 (2019A). Motion carried.

Sportsman's Club – Mayor Lund recognized the Sportsman's Club for their donation of a picnic table to the city. The table will be located in the park.

Snow Clearing – A motion by Kaiser, seconded by Petterson, to approve the hourly rates for snow plowing from Kyle Whitcomb. Motion carried.

Radio Reed Water Meters – The City Council discussed the possibility of purchasing radio read water meters for the community. Further research will be needed as to the system to be used and a budgeted cost for the system.

Adjourn - A motion Sagness, seconded by Petterson, to adjourn the meeting at 8:30 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – September 19, 2019**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Thursday, September 19, 2019

COUNCIL PRESENT: Council Members Jason Wittman, Kris Kaiser, Lowell Petterson and Michael Sagness.

ALSO PRESENT: John Douville, Nate Van Hatten, and Shannon Sweeney – David Drown Assoc.

Adopt Agenda – A motion by Wittman, seconded by Petterson, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Sagness, seconded by Petterson, to adopt the Consent Agenda. Motion carried.

- a. August 1, 2019 Minutes
- b. Past Due Utility Bills (TBP)
- c. Kandiyohi Sheriff's Report (TBP)
- d. Utility Assessment Hearing – 6:30 p.m. Nov 7, 2019
- e. Nate Van Hatten Resignation
- f. Cash Balances Sep. 7, 2019

Visitors Presentations, Petitions and Correspondence

Shannon Sweeny, David Drown Assoc. – was present to discuss the funding options for to 2020 highway project and related utilities. There will be some short term financing needed and he recommending going through MN Rural Water MIDI loan program. It is a 3 year loan that will get the city through the planning phase of the project. It is estimated the \$587,000 temporary loan will be at 2.7% interest.

A temporary construction loan will be needed until USDA Rural Development reimburses the city for the completed project. Mr. Sweeny will look further into options for that as we move forward.

MN Rural Development MIDI Loan - A motion by Petterson, seconded by Wittman, to apply for the MN Rural Water MIDI Loan for \$587,000. Motion carried.

September 19, 2019 Bills List - A motion by Kaiser, seconded by Sagness to approve the September 19, 2019 Bills list, Checks numbered 59722-59769 for \$48,112.79. Motion carried.

Midcontinent Communications (MIDCO) - A motion by Sagness, seconded by Wittman, to approve a community letter of support and resolution for Midcontinent Communications to apply for a broadband development grant. Motion carried.

2020 Preliminary General Fund Budget and Property Tax Levy - A motion by Sagness, seconded by Kaiser, to approve the 2020 General Fund Budget of \$246,004 And the property tax levy of \$123,000, an increase from 2019 of \$9,240 and \$7,000 respectively. Motion carried.

Advertise Open City Positions - A motion by Sagness, seconded by Kaiser, to advertise for a full time public works positions, a licensed water/wastewater operator and contracting snow clearing for the 2019/2020 winter. Motion carried.

October Council Meeting Date - A motion by Sagness, seconded by Kaiser, to move the October council meeting to 6:00 p.m. Thursday, October 17, 2019 Motion carried.

Prescriptive Easements - A motion by Sagness, seconded by Kaiser, to move forward with surveying and applying for a prescriptive easement for ally access within the City of Lake Lillian. Motion carried.

Adjourn - A motion Sagness, seconded by Wittman, to adjourn the meeting at 8:25 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – August 1, 2019**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Thursday, August 1, 2019

COUNCIL PRESENT: Council Members Jason Wittman, Kris Kaiser, Lowell Petterson and Michael Sagness.

ALSO PRESENT: John Douville, Nate Van Hatten, and Brian Bollig.

Adopt Agenda – A motion by Kaiser, seconded by Sagness, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Wittman, seconded by Sagness, to adopt the Consent Agenda. Motion carried.

- a. July 10, 2019 Minutes
- b. LMCIT – Waive Liability Limits
- c. Past Due Utility Bills (TBP)
- d. Kandiyohi Sheriff's Report

Visitors Presentations, Petitions and Correspondence

Bollig Engineering – Brian Bolling presented Phase I and II budget and sources of funding for the upcoming city projects. In reviewing street project costs an estimated \$1,126,000 Rural Development loan would be used along with funding needed for \$864,600 ineligible city project costs.

August 1, 2019 Bills List - A motion by Wittman, seconded by Sagness to approve the August 1, 2019 Bills list, Checks numbered 59680-59721 for \$61,920.21. Motion carried.

6:30 p.m. Public Hearing – Zoning Change – Manufacturing to Business 1

Motion to Recess Council Meeting - A motion by Wittman, seconded by Petterson, to recess the regular city council meeting for the public hearing. Motion carried.

Motion to Open the Public Hearing - A motion by Wittman, seconded by Petterson, to open the public hearing. Motion carried.

Greg Schroeder, 631 1st St. E., was present to express concerns regarding storm water runoff from the storage property along with hours of operation for the facility.

Discussion was held by the property owner Ryan Blad and the city regarding access, lighting, hours of operation, etc.

There were no other visitors or written communications regarding the proposed change of zoning from manufacturing to Business I.

Motion to Close the Public Hearing - A motion by Wittman, seconded by Kaiser, to close the public hearing at 7:07 p.m. Motion carried.

Motion to Reconvene the City Council Meeting - A motion by Kaiser, seconded by Sagness, to reconvene the city council meeting at 7:07 p.m. Motion carried.

Motion to Change Zoning Classification - A motion by Sagness, seconded by Kaiser, to change the zoning classification at 531 1st St. E. and 91 Milkyway W. from Manufacturing to Business I. Motion carried.

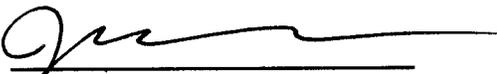
Department Heads

Nate Van Hatten, Public Works – reported on working on his commercial driver’s license and stated the city needed a new weed eater.

Other Business

Special Council Meeting - A motion by Sagness, seconded by Petterson, to authorize a special council meeting for 6:00 p.m. Thursday, August 22, 2019 to review the 2020 Project, review site plans for the Ryan Blad project and to review the preliminary 2020 General Budget. Motion carried.

Adjourn - A motion Wittman, seconded by Kaiser, to adjourn the meeting at 8:04 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – July 10, 2019**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Wednesday, July 10, 2019

COUNCIL PRESENT: Council Members Jason Wittman, Kris Kaiser and Michael Sagness. Lowell Petterson arrived at 7:00 p.m.

ALSO PRESENT: John Douville, Chuck Molitor, Nate Van Hatten, Brian Bollig and Teresa Schreurs from DSI.

6:00 p.m. Adopt Agenda – A motion by Wittman, seconded by Sagness, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Sagness, seconded by Wittman, to adopt the Consent Agenda. Motion carried.

- a. June 6, 2019 Minutes
- b. Licenses – Horseshoe Bar – Gaming, 3.2 on/Off Sale
- c. Firemen’s Relief – 4 day On-Sale Liquor License

Visitors Presentations, Petitions and Correspondence

Policing Contract – Kandiyohi County Sheriff was invited to discuss contracted policing services with the City of Lake Lillian. He provided options for the city in how much time the city could contract weekly for additional policing services.

Kandiyohi Sheriff Policing Contract - A motion by Kaiser, seconded by Wittman, to authorize a police contract for 6 months at 3 hours a week and to renew for 2 years thereafter with a 60 day notice of cancelation. Motion carried.

Bollig Engineering – Brian Bollig, was present to discuss the highway project schedule and several other city projects. The following agreements were approved:

Task Order No 3 – Arsenic Coordination with MN Dept. of Health - A motion by Sagness, seconded by Wittman, to approve Task Order No. 4 Arsenic Coordination for \$8,222. Motion carried.

Water Treatment Plant Testing - A motion by Sagness, seconded by Kaiser, to approve the water treatment plant testing to determine best solutions for city water quality. Motion carried.

7:00 p.m. Development Services, Inc. (DSI) – Teresa Schreurs, DSI was present to discuss possible applications for Small Cities Development Grants. If successful, the grants would provide up to \$20,000 residential grants/loans (\$25,000 business) for home improvements such as new roofing, energy efficient heating, windows, etc. The \$20,000 per home could be 100% forgivable loan to low income households. This would help improve the housing stock for the next generation of Lake Lillian homeowners. The initial survey of residents would cost \$1,600 with the total program cost to be \$9,000 - \$10,000 if successful.

Preliminary Small Cities Application - A motion by Sagness, seconded by Wittman, to approve the \$1,600 preliminary grant application. Motion carried.

July 10, 2019 Bills List - A motion by Wittman, seconded by Kaiser to approve the July 10, 2019 Bills list, Checks numbered 59637-59679 for \$32,154.15. Motion carried.

Land Use Permit – Ryan Blad presented a land use permit for the recently acquired property of Central Region Cooperative. It was determined a zoning change would be needed from Manufacturing to Business I. A public hearing and notification to the affected residents would be needed. A survey is required, and proper zoning guidelines will be sent to Mr. Blad.

MN Rural Water Loan Application - A motion by Kaiser, seconded by Wittman, to authorize application to the MN Rural Water Loan program for interim financing of the city street and utility projects. Motion carried.

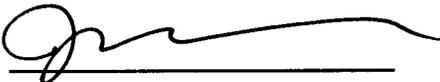
MN Department of Health - A motion by Wittman, seconded by Sagness, to approve the MN Department of Health agreement regarding the water plant requirements. Motion carried.

Skid Steer Trailer - Public Works employee, Nate Van Hatten was present to discuss possibly cost sharing a trailer to haul the city's skid steer and possibly equipment sharing with the City of Cosmos. The trailer would cost between \$5,800 - \$6,200. There was no action taken.

Department Heads

Nate Van Hatten, Public Works – reported on getting estimates for storm sewer jetting for 4 locations.

Adjourn - A motion Wittman, seconded by Sagness, to adjourn the meeting at 10:10. Motion carried.



John A. Douville, City Clerk

**MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – June 6-, 2019**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 5:30 p.m. on Thursday, June 6, 2019

COUNCIL PRESENT: Council Members Jason Wittman, Kris Kaiser and Michael Sagness.

ABESENT: Lowell Petterson

ALSO PRESENT: John Douville, Chuck Molitor, Nate Van Hatten and Brian Bollig.

5:30 p.m. 2020 Hwy 8 Workshop - The group met with City Engineer Brian Bollig to review current plans for the main street project. Mr. Bollig stated there was potential for a grant to help reduce the costs but the city will not know of the results until next spring. Committee members participating were Cristal King, Steve Marquardt, Kristi Johnson and Brian Wittman.

6:00 p.m. Adopt Agenda – A motion by Wittman, seconded by Kaiser, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Sagness, seconded by Wittman, to adopt the Consent Agenda. Motion carried.

- a. Past Due Utility Bills
- b. YTD Financials

Visitors Presentations, Petitions and Correspondence

BOLD Stakeholders Update – Dale Branson, Interim Superintendent and Ryan Hoffman, ICS Consultants reviewed the needs of the school facilities. \$20 - \$30 million in repairs are needed to get the facilities up to current operating standards. That does not include building of a new, additional space.

June 6, 2019 Bills List - A motion by Kaiser, seconded by Sagness, to approve the June 6, 2019 Bills list, Checks numbered 59599-59636 for \$30,665.36. Motion carried.

Split Lot PID 55-100-0530 - A motion by Sagness, seconded by Wittman, to authorize the lot split for Lot 3, N ½ of 4 and 16 of Block 5. With a reminder that storage buildings cannot be located on a separate lots. Motion carried.

Resolution 19_04 USDA Loan - A motion by Kaiser, seconded by Sagness, to approve Resolution 19_04 USDA Loan for an amount of \$1,126,000. Motion carried.

Engineering Agreement - A motion by Wittman, seconded by Sagness, to authorize Bollig Engineering to move forward with the preliminary design for the Hwy 8 2020 project . Motion carried.

July 2019 City Council Meeting - A motion by Sagness, seconded by Kaiser, to move the July council meeting to 6:00 p.m. Wednesday July 10, 2019. Motion carried.

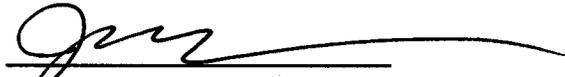
Department Heads

Chuck Molitor, Public Works – reported on grass clippings being mowed into the streets causing issues with the storm drains. Sump pumps being drained into the sanitary sewer is another issue causing problems during heavy rainfall events.

Molitor reported that the valves at the water plant need to be repaired or replaced. Replacing the valves would cost \$8,100 or repaired for \$1,000.

Valve Repaired - A motion by Sagness, seconded by Wittman, to repair the valves for \$1,000. Motion carried.

Adjourn - A motion Sagness, seconded by Wittman, to adjourn the meeting at 8:30. Motion carried.



John A. Douville, City Clerk

MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – May 2, 2019

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 5:30 p.m. on Thursday, May 2, 2019

COUNCIL PRESENT: Council Members Jason Wittman, Lowell Petterson and Michael Sagness.

ABESENT: Kris Kaiser

ALSO PRESENT: John Douville, Chuck Molitor, Jeff VanBurren, Brian Bollig and Chris Brouwer

Adopt Agenda – A motion by Sagness, seconded by Wittman, to approve the Agenda. Motion carried.

5:30 p.m. Public Hearing - USDA Rural Development – 2020 Project, Hwy 8 and Assoc. Utilities

Open Public Hearing – A motion by Wittman, seconded by Petterson, to open the public hearing. Motion carried.

Brian Bollig, Bollig Engineering reviewed the Highway 8 project and the associated utilities. Concerns regarding cost were raised. Residents were appreciative of the challenges being faced by the Council.

Close Public Hearing – A motion by Petterson, seconded by Sagness, to close the public hearing at 5:55 p.m. Motion carried.

USDA RD Letter of Conditions – Jeff VanBurren, USDA RD, discussed the Letter of Conditions for the City of Lake Lillian to receive RD Funding and what portions of the funding would be grant verses low interest loans and areas that are not covered by RD funding such as any additional costs to Hwy 8 that Kandiyohi County does not cover.

Rural Development Letter of Conditions – A motion by Sagness, seconded by Petterson, to approve the USDA Rural Development Letter of Conditions. Motion carried.

Adopt Consent Agenda – A motion by Wittman, seconded by Sagness, to adopt the Consent Agenda. Motion carried.

- a. April 4, 2019 Minutes
- b. USDA RD - Public Officials – Code of Ethics
- c. USDA RD – Legal Services Agreement
- d. USDA RD – Drug Free Workplace
- e. Bingo Permit – LL Senior Citizens Inc. – Fun Days 8/3/19
- f. Gambling Permit - LL C&C Raffle – Fun Days 8/3/19
- g. Land Use Permit – 170 Park Ave. – Gary King
- h. Liquor License – Horseshoe Bar On Sale, Lakeview Liquors – Off Sale

Visitors Presentations, Petitions and Correspondence

Bollig Engineering – Soil Borings - CSAH 8 Project Update –Brian Bollig, Bollig Engineering recommended soil borings for CR 8 to determine any soil conditions that may need to be addressed in the design and engineering of the road.

CSAH 8 Project Soil Borings - A motion by Sagness, seconded by Wittman, to authorize soil borings at a cost of \$3,400. Motion carried.

May 2, 2019 Bills List - A motion by Wittman, seconded by Sagness, to approve the May 2, 2019 Bills list, Checks numbered 59565-59598 for \$11,078.27. Motion carried.

Fire Relief Association PERA Retirement - A motion by Wittman, seconded by Sagness, to authorize the Lake Lillian Fire Relief Department to analyze the possibility of having the relief retirement funds be managed by MN PERA. Motion carried.

Lake Lillian Clean-up Day – Clean up day will be Saturday June 22, 2019. Miller Sanitation will be providing the service.

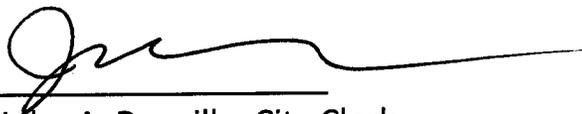
Fire Hall Furnace - A motion by Wittman, seconded by Petterson, to authorize the replacement of the two furnaces in the fire hall at a cost of \$4,750. Motion carried.

Employee Benefits - A motion by Sagness, seconded by Wittman, to appoint Doug Green, Baker Tilly Financial Advisors (formally Springsted, Inc.) as the city's financial advisor. Motion carried.

USDA Rural Development - A motion by Sagness, seconded by Wittman, to authorize \$300 a month towards health benefits for full time employees. Motion carried.

Department Heads

Chuck Molitor, Public Works – reported on the wastewater ponds needing to be discharged due to winter use and spring storm water. It was noted significant inflow and infiltrations in the wastewater system. There are a couple areas of the discharge pipe that are broken and will need repair. The wastewater lift pumps need to be calibrated and that will be done after they have maintenance done.



John A. Douville, City Clerk

**MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – April 4, 2019**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Thursday, April 4, 2019

COUNCIL PRESENT: Council Members Jason Wittman, Lowell Petterson, Michael Sagness and Kristine Kaiser.

ALSO PRESENT: John Douville, Nate Van Hatten, and Chris Brouwer

Adopt Agenda – A motion by Wittman, seconded by Sagness, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Kaiser, seconded by Petterson, to adopt the Consent Agenda. Motion carried.

- a. March 7, 2019 Minutes
- b. Past Due Utility Bills
- c. YTD Financials – March 31, 2019

Visitors Presentations, Petitions and Correspondence

Bollig Engineering – CSAH 8 Project Update –Chris Brower from Bollig Engineering was present to discuss preliminary construction project for CSAH 8. A public information meeting was planned for 7:00 p.m. April 23 to get feedback from the community. Early engineer estimates were \$2315,000 for utilities for the project with \$925,000 coming from Kandiyohi County towards their street portion of the project responsibilities.

Kandiyohi County Funding CSAH 8 Project - A motion by Sagness, seconded by Wittman, to request Kandiyohi County to pay the \$925,000 project costs in a lump sum payment to the City of Lake Lillian . Motion carried.

April 4, 2019 Bills List - A motion by Kaiser, seconded by Wittman, to approve the April 4, 2019 Bills list, Checks numbered 59540 - 59564 for \$25,168.08. Motion carried.

CRC Property – The Central Region Cooperative properties east of the fire hall were available for sale. The City would like to purchase the properties to allow shop space for equipment to be maintained and to house all of our equipment out of the weather. Additional space could be used for seasonal storage for area residents.

A motion by Wittman, seconded by Kaiser, to offer \$32,000 for the two properties that currently have a market value of \$43,000. Motion carried.

Digital Imaging – City Clerk Douville discussed advancing the city’s use of document imaging by using the Laserfiche digital imaging system via the cloud. The City currently uses the City of Cosmos’s system for digital imaging. The start- up cost would be \$1,180 with an annual \$480 license fee thereafter. The City Council felt this wasn’t the right time to expand the service. No action was taken.

Lake Lillian Clean-up Day – The city council discussed having the bi-annual clean-up day this summer. Nate Van Hatten was to check with solid waste providers to review costs and timing.

Mosquito Spraying - A motion by Kaiser, seconded by Sagness, to request to contract with Clarke Mosquito spraying for four sessions once each week prior to the Fun Days celebration. The City will look to the C & C group for potentially ½ of the \$1,300 fee. Motion carried.

Financial Advisor - A motion by Sagness, seconded by Wittman, to appoint Doug Green, Baker Tilly Financial Advisors (formally Springsted, Inc.) as the city's financial advisor. Motion carried.

USDA Rural Development - A motion by Sagness, seconded by Wittman, to schedule a public hearing for the CSAH 8 Improvement project for 5:30 p.m. May 2nd, 2019 at the City Council chambers of Lake Lillian. Motion carried.

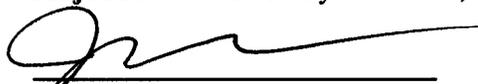
Department Heads

Nate Van Hatten, Public Works – discussed the ballfield and if there was a need for a drag for the field. The wastewater ponds will be discharged this spring as the spring runoff has peaked allowing for the ponds to be discharged in April. Nate and Chuck helped out the City of Cosmos the prior week while there staff was in training. Mr. VanHatten will continue to work with Cosmos and vice versa for backup and support.

City Clerk Douville discussed upcoming clean-up notices and the potential to have the County Sheriff support the City's ordinances in that regard.

Other Business- the Council discussed the upcoming CASH 8 Improvements public meeting coming up April 23rd. Bollig engineering will be leading the meeting and it was discussed to have the Hwy 8 video shown to give the public an idea of some of the possibilities for the streetscape. The video is for demonstration purposes only and will not completely reflect the final design approved by the City Council and the Kandiyohi Public Works department.

Adjourn - A motion by Petterson, seconded by Kaiser, to adjourn the meeting at 8:35. Motion carried.



John A. Douville, City Clerk

**MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – March 7, 2019**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 5:00 p.m. on Thursday, March 7, 2019

Councilmember Michael Sagness was sworn in for the 2019-2022 councilmember term.

COUNCIL PRESENT: Council Members Jason Wittman, Lowell Petterson, Michael Sagness and Kristine Kaiser.

ALSO PRESENT: Chuck Molitor, John Douville, Brian Bollig, Chris Brouwer, Jeff VanBuren-USDA RD

Adopt Agenda – A motion by Sagness, seconded by Kaiser, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Kaiser, seconded by Wittman, to adopt the Consent Agenda with the YTD Profit and Loss statement tabled until January. Motion carried.

- a. Jan 10, 2019 Minutes
- b. Dec 31, 2018 Cash Balances
- c. 2019 Board of Equalization Hearing – Open Book, Kandiyohi County, Willmar
- d. Res 2019_03 Open Book
- e. Land use – Lowell Peterson
- f. 2019 Pay equity report

Visitors Presentations, Petitions and Correspondence

Bollig Engineering – Streetscape Video – Brian Bollig and Chris Brower from Bollig Engineering and Jeff VanBurren from USDA Rural Development were present to discuss preliminary streetscapes for main street and preliminary cost estimates for Phase I and Phase II of the town's redevelopment. A public information meeting was planned for April to get feedback from the community. No action was taken.

2018 City Audit – Sarah Oberloh, CPA of Oberloh & Oberloh, was present to discuss the 2018 City Audit.

2018 Audit Acceptance - A motion by Petterson, seconded by Kaiser, to approve the 2018 City Audit. Motion carried.

March 7, 2019 Bills List - A motion by Sagness, seconded by Wittman, to approve the March 7, 2019 Bills list, Checks numbered 59479-59539 for \$39,605.40. Motion carried.

Main Street Mural – Councilmember Kaiser reviewed potential plans/designs for a mural on mainstreet. The City had previously committed \$2,000 towards the project.

Department Heads –

Chuck Molitor – reported on the water quality issues and discussed having a contractor clean out the media of the water plant. No action was taken.

Engineer of Record - A motion by Sagness, seconded by Kaiser, to state Bollig, Inc. as our engineer of record and to handle the water quality issues with the MN Department of Health. Motion carried.

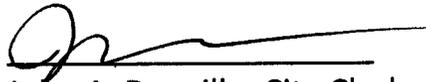
Recess City Council Meeting - A motion by Kaiser, seconded by Sagness, to recess the regularly scheduled council meeting at 6:50p.m. to have the highway task force committee meeting to review potential streetscapes and the Highway 8 improvement project. Motion carried.

Reconvene the regular city council meeting. - A motion by Kaiser, seconded by Wittman, to reconvene the regularly scheduled council meeting at 8:00 p.m. Motion carried.

Department Heads:

Public Works – Nate VanHatten said work was going well, he’s hauling snow out, looking to put a heater in the public works building. He will need to add/finish sheet rock and insulation.

Adjourn - A motion by Petterson, seconded by Wittman, to adjourn. Motion carried.



John A. Douville, City Clerk

MINUTES
CITY OF LAKE LILLIAN
REGULAR MEETING – January 10, 2019

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 7:00 p.m. on Thursday, January 10, 2019

COUNCIL PRESENT: Council Members Jason Wittman and Kristine Kaiser. Lowell Peterson arrived at 7:10 p.m.

COUNCIL ABSENT: Michael Sagness

ALSO PRESENT: Chuck Molitor and John Douville

Adopt Agenda – A motion by Kaiser, seconded by Wittman, to approve the Agenda. Motion carried.

Adopt Consent Agenda – A motion by Wittman, seconded by Kaiser, to adopt the Consent Agenda with the YTD Profit and Loss statement tabled until January. Motion carried.

- a. December 13, 2018 City Council Minutes
- b. Dec 2018 YTD Rev/Exp
- c. 2019 LMCIT Work Comp Ins. – Standard Premium Deductible
- d. LG220 Gambling Permit – LL Sportsmen Club/Horseshoe Bar

7:10 p.m.

January, 10 2019 Bills List - A motion by Wittman, seconded by Kaiser, to approve the January 10, 2019 Bills list, Checks numbered 59442-59478 for \$23,754.02. Motion carried.

Resolution 19_01 Schedule of Fees and Reimbursements - A motion by Petterson, seconded by Kaiser, to approve Resolution 19_01 Schedule of Fees and Reimbursements. Motion carried.

The schedule of Fees and Reimbursements includes a 5% increase in the monthly base rate of the water and sewer rates and a 10% increase in the usage rate of the water and sewer services.

Resolution 19_02 Project 2020 Refunding – A motion by Wittman, seconded by Petterson, to approve Resolution 19_02 Project 2020 Refunding, allowing for expense reimbursements towards the 2020 highway project. Motion carried.

February 7, 2019 Meeting Time - A motion by Wittman, seconded by Kaiser, to approve the February 7, 2019 City Council meeting to start at 7:00 p.m. Motion carried.

Public Works Interview/Hire - A motion by Wittman, seconded by Kaiser, to offer the public works position to Nate Vanhatten at \$16/hr., increased to \$17/hr. after six months and review of medical benefits after 90 days of employment. Motion carried.

Past Due Utility Bills – The City Council reviewed passed due utility bills for the month.

Department Heads:

Public Works – Chuck Molitor reviewed continued work on the water treatment plant.

Water/Wastewater Conference - A motion by Wittman, seconded by Petterson, to approve Molitor and Lund to attend the water/wastewater conference in March. Motion carried.

Adjourn - A motion by Petterson, seconded by Wittman, to adjourn. Motion carried.

A handwritten signature in black ink, appearing to read 'John A. Douville', written over a horizontal line.

John A. Douville, City Clerk