

**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.

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John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – December 13, 2018**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 7:00 p.m. on Thursday, December 13, 2018

**COUNCIL PRESENT:** Council Members Michael Sagness and Kristine Kaiser.

**COUNCIL ABSENT:** Jason Wittman, Lowell Petterson, City Clerk Douville

**ALSO PRESENT:** Chuck Molitor and Fire Chief Ross Wittman

**Adopt Agenda** – A motion by Sagness, seconded by Kaiser, to approve the Agenda with starting time changed to 7:00 p.m. due to the Santa Train. Motion carried.

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

a. November 8, 2018 City Council Minutes

**December 13, 2018 Bills List** - A motion by Sagness, seconded by Kaiser, to approve the December 13, 2018 Bills list, Checks numbered 59409-59441 for \$26,388.19. Motion carried.

**Future Council Meeting Dates** – City Council meeting dates will remain on the first Thursday of the month at 6:00 p.m. with January 10, 2019 meeting set for 7:00 p.m.

**Fire Pumper Truck** – Fire Chief Wittman reported on the availability of a 2009 pumper truck for the fire department. Discussion was held regarding the possible purchase, available funds in the department and potential grant availability. Councilmember Sagness will work with Chief Wittman on a fleet schedule for the fire and ambulance departments. No action was taken.

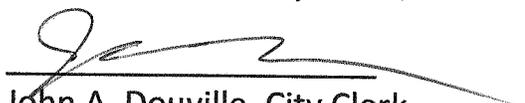
**Fire Hall Lights** – Chief Wittman reported that lights on the outside of the fire hall were not working. Lowell Petterson will be asked to look into this.

**Department Heads:**

**Public Works** – Chuck Molitor reported the plow truck has been repaired and is DOT certified. Discussion was held as to access to the city center and will review the renting policy for the city center.

November water reports were completed and discussion was held regarding a generator at the water plant. The alley east of Drexmart was discussed with the issue of truck traffic driving on adjacent properties. Parking during snow events and the current ordinance were discussed.

**Adjourn** - A motion by Kaiser, seconded by Sagness, to adjourn at 8:30 p.m. Motion carried.

  
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John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – November 8, 2018**

A regular meeting of the Lake Lillian City Council was called to order by Acting Mayor Kris Kaiser at 6:00 p.m. on Thursday November 8, 2018

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

**COUNCIL ABSENT:** Wendy Lund, Michael Sagness

**ALSO PRESENT:** City Clerk John Douville and Chuck Molitor.

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

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

- a. October 4, 2018 City Council Minutes
- b. Library Donation – Computers \$2,000

**November 8, 2018 Bills List** - A motion by Wittman, seconded by Kaiser, to approve the November 8, 2018 Bills list, Checks numbered 59367-59408 for \$24,375382. Motion carried.

**2018/19 Snow Clearing** – Chuck Molitor and Jason Wittman were going to contact individuals for possible snow clearing for the 2018/19 winter.

**December Council Meeting** – A motion by Wittman, seconded by Kaiser, to change the December Council meeting to 7:00 Thursday, December 13, 2018. Motion carried.

**Bollig Engineering Pre-Proposal Small Cities Grant** – A motion by Wittman, seconded by Petterson, to authorize application of a Pre-Proposal Small Cities grant application. Motion carried.

**Recess City Council Meeting** – A motion by Wittman, seconded by Kaiser, to recess the regularly scheduled city council meeting. Motion carried.

**Convene 2018 Pay 2019 Special Assessment Utility Hearing** – A motion by Kaiser, seconded by Wittman, to convene the 2018/19 Special Assessment Utility Hearing. Motion carried.

There was no one present and there were no oral or written objections to the proposed past due utility assessments listing.

City Clerk Douville reviewed four past due utility accounts for an assessment balance of \$13,685.46 to be assessed in 2018 payable in 2019.

**Close 2018 Pay 2019 Special Assessment Utility Hearing** – A motion by Wittman, seconded by Kaiser, to close the 2018/19 Special Assessment Utility Hearing. Motion carried.

**Reconvene the Regular City Council Meeting** – A motion by Wittman, seconded by Kaiser, to reconvene the regularly scheduled City Council meeting. Motion carried.

**2018 Pay 2019 Special Assessment Utilities** – A motion by Petterson, seconded by Wittman, to authorize Resolution 18\_03 the assessment of 2018 Pay 2019 Special Assessment Utilities for a total of \$13,685.46 with zero percent per annum interest. Motion carried.

**Department Heads:**

Public Works – Chuck Molitor noted that the water/wastewater reporting is completed. A recently repaired chlorine valve needed to be sent back for repair under warranty. The street leaves have been swept.

**Adjourn** - A motion by Wittman, seconded by Petterson, to adjourn at 7:10 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – October 4, 2018**

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 4, 2018

**COUNCIL PRESENT:** Council Members Jason Wittman, Michael Sagness, Lowell Petterson and Kristine Kaiser.  
**ALSO PRESENT:** City Clerk John Douville and Chuck Molitor.

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

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

- a. September 13, 2018 City Council Minutes
- b. September 2018 Revenue/Expenditures

**VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE**

Chris Brower, Bollig Engineering, gave an update on the city street project. They were trying to make a November deadline for a \$600,000 preliminary USDA RD grant. If approved the engineers would apply next year for the final application.

**October 4, 2018 Bills List** - A motion by Wittman, seconded by Kaiser, to approve the October 4, 2018 Bills list, Checks numbered 59341-59366 for \$14,058.62. Motion carried.

**Assessment Hearing** – A motion by Kaiser, seconded by Wittman, to approve an assessment hearing for 6:30 p.m. on November 8, 2018. Motion carried. POST-PUBLIS

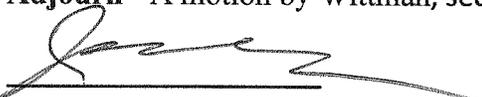
**Public Works Position** – With Chris Gordon resignation, the city was looking to acquire snow clearing services and meter reading. The plow truck also needs to be DOT certified. Chuck Molitor will look for snow clearing services.

**Department Heads:Public Works** – Chuck Molitor noted that the water/wastewater reporting is completed. He discussed the issue with homeowners blowing grass clippings on the street as it causes problems in the storm sewer system.

**City Office** – Clerk Douville discussed the solar contract being sold off to another company and having the new agreement reviewed.

Councilmember Petterson discussed preliminary discussions regarding the creation of a restaurant in the community. In November they were hoping to have a meeting with interested community individuals to look at the possibilities.

**Adjourn** - A motion by Wittman, seconded by Kaiser, to adjourn at 9:05 p.m. Motion carried.

  
John A. Douville, City Clerk

**MINUTES**  
**CITY OF LAKE LILLIAN**  
**REGULAR MEETING – September 13, 2018**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 7:25 p.m. on Thursday September 13, 2018

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

**ABSENT:** Lowell Petterson

**ALSO PRESENT:** City Clerk John Douville, Chris Gordon and Chuck Molitor.

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

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

- a. August 2, 2018 City Council Minutes
- b. August 16, 2018 City Council Minutes – Special
- c. New Hire – Chris Gordon \$17.00/hr.
- d. Land Use Permit – 31 Woodlawn Ave. – Hauer, Kelvin
- e. Land Use Permit – 481 2<sup>nd</sup> St. W. – William, Brett
- f. Land Use Permit – 480 2<sup>nd</sup> St. W – Lund, Wendy

**September 13, 2018 Bills List** - A motion by Wittman, seconded by Kaiser, to approve the September 13, 2018 Bills list, Checks numbered 59316-59340 for \$26,805.15. Motion carried.

**2019 General Fund Budget and Property Tax Levy** – A motion by Sagness, seconded by Kaiser, to approve the 2019 General Fund Budget of \$236,714 and the 2019 General Fund property tax levy of \$116,000. Motion carried.

**Mail In Ballots - 2018 Primary** – There was a 480% increase in participation from the 2016 Presidential primary to the 2018 Primary that was done by mail in balloting. In 2016 10 people voted in the presidential primary and in 2018, 48 people voted with the mail-in primary election.

**Mural Funding** – The City Council reviewed a request from the C & C regarding the projected cost of a mural to be painted on either the South side of the Library or the south side of the city center at an approximate cost of \$8,000.

A motion by Wittman, seconded by Sagness, to approve \$4,000 in matching funds from the city community fund towards the mural project. Motion carried.

**November Council Meeting Date Change** – A motion by Kaiser, seconded by Wittman, to approve changing the November Council meeting date to 7:00 p.m. November 8, 2018 as the city clerk will be out of town for the regular scheduled meeting. Motion carried.

**Department Heads:**

Public Works – Chuck Molitor reported that the water plant passed its test, but he will continue working to have plant media cleaned or replaced. Hydrants have been flushed and a chlorine regulator had to be rebuilt and the other one will go in for service. Mr. Molitor also noted the garden tractor needs to be replaced.

**Cobra Health Insurance** – A motion by Wittman, seconded by Sagness, to pay \$509/month for Chris Gordon’s cobra health insurance. Motion carried.

**Cell Phone Reimbursement** – A motion by Kaiser, seconded by Sagness, to pay Chris Gordon \$45/month for city use of his personal cell phone. Motion carried.

**Adjourn** - A motion by Wittman, seconded by Sagness, to adjourn at 8:05 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES**  
**CITY OF LAKE LILLIAN**  
**SPECIAL MEETING – August 16, 2018**

A special meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 5:00 p.m. on Thursday August 16, 2018

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

ALSO PRESENT: City Clerk John Douville and Chuck Molitor.

The purpose of the special council meeting was to interview three candidates for the public works position. Three candidates were interviewed: Joe Schumacker, Chris Gordon and Jake Degner.

All three candidates presented themselves well and did well in the interviews. Staff was directed to contact Joe Schumaker regarding the open public works position.

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

  
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John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – August 2, 2018**

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 2, 2018

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

**ALSO PRESENT:** City Clerk John Douville and Chuck Molitor.

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

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

- a. July 5, 2018 City Council Minutes
- b. July 9, 2018 City Council Minutes - Special
- c. LMCIT – Does Not Waive Liability Limits

**August 2, 2018 Bills List** - A motion by Wittman, seconded by Sagness, to approve the July 5, 2018 Bills list, Checks numbered 59271-59315 for \$75,975.96. Motion carried.

**September Council Meeting** – A motion by Kaiser, seconded by Wittman, to move the September City Council meeting to 7:00 p.m. Thursday September 13<sup>th</sup> due to the Clerk being gone in early September. Motion carried.

**Preliminary 2019 General Fund Budget** – There was general discussion regarding early preparation for the 2019 General Fund Budget. The preliminary General Fund Budget and tax levy need to be certified by September 30<sup>th</sup>. No action taken.

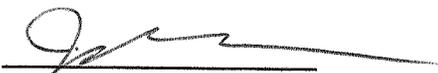
**Public Works Job Interviews** – The City Council will meet on Thursday, August 16<sup>th</sup> at 5:00 p.m. to interview candidates for the public works position.

**Department Heads:**

Public Works – Chuck Molitor reported the two pumps in the lift station need repair or replacement.

**Rebuilt Lift Station Pump** - A motion by Sagness, seconded by Wittman, to approve \$4,200 for a rebuilt lift station pump. Motion carried.

**Adjourn** - A motion by Wittman, seconded by Petterson, to adjourn at 8:05 p.m. Motion carried.

  
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John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – July 5, 2018**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Thursday July 5, 2018

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

**ABSENT:** Kristine Kaiser

**ALSO PRESENT:** City Clerk John Douville and Chuck Molitor.

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

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

- a. June 7, 2018 City Council Minutes
- b. Horseshoe License- Games of Skill, Dance/Entertainment, Set-ups
- c. Bollig Inc. – Grasspave System – Information only.

**July 5, 2018 Bills List** - A motion by Wittman, seconded by Petterson, to approve the July 5, 2018 Bills list, Checks numbered 59245-59270 for \$22190.25. Motion carried.

**Fun Days Preparation** – Fund Days preparation was discussed for the July 29-Aug4th community celebration. Garbage cans, banners, street sweeping, mosquito spraying were all areas for preparation.

**Water Break Notifications** – General discussion around neighbor notifications for water main breaks. No action taken.

**August 2<sup>nd</sup> Ballpark Dedication** – The August 2<sup>nd</sup> Council meeting will convene at 6:00 p.m. with the ballpark dedication at 7:00. The Council will attend the ballpark dedication.

**Department Heads:**

**Public Works** – Chuck Molitor reported that he is still working on the water plant media, the lift station has a bad controller that will need to be replaced or repaired. The public works pump had to be taken apart and cleaned to operate.

**Part Time Rate** - A motion by Sagness, seconded by Wittman, to approve \$15.00/hour pay for extra duties outside of the Utility Contract with Chuck Molitor. Motion carried.

**Kandiyohi County Assessment Contract** - A motion by Sagness, seconded by Wittman, to approve the 3 year county assessor's contract. Motion carried.

**Adjourn** - A motion by Wittman, seconded by Petterson, to adjourn at 8:10 p.m. Motion carried.

  
John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
SPECIAL MEETING – June 9, 2018**

A special meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 5:00 p.m. on Monday July 9, 2018

**COUNCIL PRESENT:** Council Members Jason Wittman and Kristine Kaiser.

**ABSENT:** Michael Sagness, Lowell Petterson

**ALSO PRESENT:** City Clerk John Douville, Chris Brouwer from Bollig Engineering and Kevin Friesen from USDA Rural Development

The purpose of the special meeting was to review and accept the letter of conditions and the letter of intent from the USDA Rural Development regarding a \$30,000 planning grant for sewer and water utilities.

Kevin Friesen from Rural Development presented the conditions and estimated timeline of the grant.

**USDA Rural Development Planning Grant** - A motion by Kaiser, seconded by Wittman, accept the letter of intent and the letter of conditions for the USDA Rural Development Grant. Motion carried.

**Adjourn** - A motion by Wittman, seconded by Kaiser , to adjourn at 6:00 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – June 7, 2018**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Thursday June 7, 2018

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

**ABSENT:** Michael Sagness

**ALSO PRESENT:** City Clerk John Douville, Brian Bollig, and Chris Brouwer from Bollig Engineering and Chuck Molitor.

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

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

- a. May 3, 2018 City Council Minutes
- b. May 14, 2018 Special City Council Minutes
- c. 4-Day On-Sale Liquor License Aug 3-5, 2018 – LL Firemen’s Relief

**VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE**

Blaine Schmoll was present to discuss his Eagle Scout project, a fireplace in the park. He presented plans to the City Council and is in the process of raising all the funds needed for the project. The project looked good according to the council and requested the project location be marked out in the park for a final review. Mr. Schmoll would like to complete the project in July/August.

Grant Anderson was present to request permission to have chickens in town. He would build a 6x6 chicken coup and planned to have about 10 chickens. He would sell the eggs and use the funds for local projects and his college fund. The City Council said they would take it under consideration as others have also requested to have chickens in town.

Brian Bollig and Chris Brouwer from Bollig Engineering were present to update the council on the water, sewer and road project for the community. Mr. Bollig reviewed the current storm, sanitary and water systems in the community. A general discussion regarding the street scape was presented for Lakeview St. Mr. Bollig then reviewed the project schedule with completion in the 2020/2021 time period.

**June 7, 2018 Bills List** - A motion by Wittman, seconded by Petterson, to approve the June 7, 2018 Bills list, Checks numbered 591967-59244 for \$36,500.08. Motion carried.

**Kandiyohi County Sheriff** – The City Council discussed possibly contracting with the County Sheriff’s office for additional services in the community such as ordinance violations, pets at large, etc. The Sheriff will be contacted to see what options are available.

**Oakdale Ave.** – The City Council discussed the condition on the west end of Oakdale Ave. Where it becomes gravel is in a very wet and rough condition. Research was needed to determine where the road ends and private property begins.

**Public Works Position** - A motion by Petterson, seconded by Kaiser, to terminate the employment of Ethan Fisher. Mr. Fisher had notified the City Council he would no longer do utility work and would only do the mowing and trimming of the grass. Motion carried.

**Seasonal Position** - A motion by Wittman, seconded by Kaiser, to authorize the hiring of seasonal help for 16-20 hours a week at \$12/hour. Motion carried.

**Public Works Position** - A motion by Kaiser, seconded by Wittman, to advertise for a full time public works position. Motion carried.

**Library Water Faucet** - A motion by Wittman, seconded by Kaiser, to have Lowell Petterson install an outside water faucet at the library. Ayes: Lund, Wittman, Kaiser. Nays: None. Abstain: Petterson Motion carried.

**Department Heads:**

Public Works – Chuck Molitor reported that the storm drain issue in the field along Hwy 8 has been repaired with little disruption to the crop.

**Adjourn** - A motion by Kaiser, seconded by Wittman, to adjourn at 9:35 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
SPECIAL COUNCIL MEETING  
May 14, 2018**

A special meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 5:30 p.m. on Monday, May 14, 2018

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

ALSO PRESENT: City Clerk John Douville

**Mail-In Balloting** – City Clerk Douville discussed the opportunity for the City to participate in Mail-In Balloting for the general and primary elections. If the city were to proceed with mail-in balloting, Kandiyohi County would be responsible for mailing and receiving the ballots for the elections. The cost to the city would be \$2.83 a ballot, approximately 1/3 the cost of preparing for and providing elections judges for a local election polling place.

In discussing Mail-in balloting with Secretary of State Steve Simon, Douville reported that jurisdictions that have been using mail-in balloting traditionally have a better voting participation as the ballots are mailed directly to the registered voters and they have several weeks to fill out their ballot and return it in a postage paid envelope.

**Resolution No. 18\_02** - A motion by Sagness, seconded by Kaiser, to approve Resolution No. 18\_02 Authorizing the City of Lake Lillian to go from a polling place to Mail Ballots for the State Primary and General Elections. Resolution Carried.

  
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John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – May 3, 2018**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Thursday May 3, 2018

**COUNCIL PRESENT:** Council Members Jason Wittman, Kristine Kaiser and Michael Sagness. Lowell Petterson arrived at 6:00 p.m.

**ALSO PRESENT:** City Clerk John Douville, Ethan Fischer and Chuck Molitor.

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

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

- a. April 5, 2018 City Council Minutes
- b. Liquor Licenses – Horseshoe Bar - On-Sale, Lakeview Liquor- Off Sale
- c. LL Civic & Commerce – LG230 Fun Days Off-Site Gambling Permit

**6:20 VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE**

Patrick Wier, IPS Solar was present to discuss the city's participation in their solar gardens. They currently are permitted to build solar fields near Prinsburg and Clara City. The city reviewed formulas estimating savings in Xcel Energy bills of \$78,105 over 25 years.

**IPS Solar Agreement** – A motion by Sagness, seconded by Wittman, to approve the IPS-Solar agreement. Motion carried.

**May 3, 2018 Bills List** - A motion by Wittman, seconded by Kaiser, to approve the May 3, 2018 Bills list, Checks numbered 59162-59196 for \$25,872.17. Motion carried.

**Fun Day Activities** - A motion by Kaiser, seconded by Wittman, to approve the 2018 Fun Day Activities as city activities. Motion carried.

**Eagle Scout Project** - A motion by Kaiser, seconded by Petterson, to donate \$386 from the aluminum can collection towards the campfire Eagle Scout project at the park. Motion carried.

**Department Heads:**

Public Works – Chuck Molitor reported on a storm drain issue in the field of Hanson's ag land along Hwy 8. The media in the water treatment plant may need to be replaced or cleaned. Bolton & Menk Engineering were contacted to verify the media issue.

Molitor reported that the truck water fill pipe had broken off and they were able to rethread it but the next time would probably need to be done completely new.

Chuck and Ethan Fisher were going to burn the brush site on Saturday, weather permitting.

**Street Sweeping** – A motion by Sagness, seconded by Wittman, to approve contacting Kohls Sweeping Service to sweep the city streets. Motion carried.

**Molitor Planning Request** – A motion by Kaiser, seconded by Sagness, to approve Chuck Molitor’s building request per set back requirements. Motion carried.

Mayo Lund reported on the Ambulance Corps. regarding their 44 Plan Training coming up.

Clerk Douville reported on the help that Chuck Molitor and Ethan Fisher provided as Cosmos worked through replacing their full time public works position.

**Adjourn** - A motion by Sagness, seconded by Kaiser, to adjourn at 8:15 p.m. Motion carried.



John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – April 5, 2018**

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 5, 2018

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

**ALSO PRESENT:** City Clerk John Douville and Chuck Molitor.

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

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

- a. March 1, 2018 City Council Minutes

**VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE**

**April 5, 2018 Bills List** - A motion by Wittman, seconded by Petterson, to approve the March 1, 2018 Bills list, Checks numbered 59142-59161 for \$23,967.38. Motion carried.

**Res 18\_01 Dedication of City Funds** – A motion by Sagness, Seconded by Wittman, to approve Resolution 18-01 Dedication of City Funds as of December 31, 2017. Motion Carried.

**USDA Rural Development – Public Hearing – Intent to File Application**

6:30 p.m. A motion by Wittman, seconded by Kaiser, to recess the City Council meeting and open the public hearing regarding Notice of Intent to File Application to the US Department of Agriculture Rural Development.

There was no one present at the public hearing and no written or verbal communications were received by the City Office in regard to the public hearing.

A motion by Sagness, seconded by Wittman, to close the public hearing and reconvene the City Council meeting.

A motion by Kaiser, seconded by Wittman, to approve the application to the US Department of Agriculture Rural Development.

IPS Solar – Patrick Wier, IPS Solar was present to discuss a solar garden agreement with the city. Mr. Wier was going review his calculations and come back to the city for the May Council meeting.

Chuck Molitor updated the City Council on various public works items. The flow meter at the water plant needs repair. A firm can come out at a \$375 trip charge which includes one hour of repair. A complete replacement of the meter is \$3,500. Mr. Molitor discussed a volunteer group to mow the south park during the summer.

The brush site has debris in it that needs to be hauled out. Chuck will contact someone to haul out the cement and other non-brush debris.

City Clerk Douville reported he will be out of the office the next week with Sarah Miller filling in for the regular scheduled office hours. Douville will be working remotely during the week.

The City Council interviewed Ethan Fischer for the public works position. A motion by Kaiser, seconded by Sagness, to hire Ethan Fischer for the full time public works position at \$12/hour. Motion carried.

A motion by Kaiser, seconded by Wittman, to pay Chuck Molitor \$900/month beginning in May for his oversight/licenses for the water and waste water operations. Motion carried.

**Adjourn** - A motion by Sagness, seconded by Wittman, to adjourn at 8:00 p.m. Motion carried.

A handwritten signature in black ink, appearing to read 'John A. Douville', with a long horizontal flourish extending to the right.

John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – March 1, 2018**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Thursday March 1, 2018

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

**ABSENT:** Michael Sagness.

**ALSO PRESENT:** City Clerk John Douville and Chuck Molitor.

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

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

- a. February 6, 2018 City Council Minutes
- b. Fire/Township Fire Contracts 2018\_2019

**VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE**

Dennis Oberloh, CPA presented the 2017 City of Lake Lillian audit. There were no issues to present and the city had a healthy cash balance.

**2107 City Audit** - A motion by Kaiser, seconded by Wittman, to approve the 2017 City audit. Motion carried.

**March 1, 2018 Bills List** - A motion by Wittman, seconded by Petterson, to approve the March 1, 2018 Bills list, Checks numbered 59119-59141 for \$29,257. Motion carried.

**Utility Survey** - A motion by Kaiser, seconded by Wittman, to authorize a utility survey for the community to determine any individual issues with the water and sewer system. Motion carried.

**IPS Solar** – Clerk Douville presented information regarding solar energy credits with IPS Solar. It was estimated if the city participated in a solar garden it would save approximately \$75,000 in electric costs over 25 years. It was recommended to have a representative from IPS Solar come to the next council meeting.

**Library Book Shelves** - A motion by Wittman, seconded by Kaiser, to authorize the purchase of new books shelves for the library. Motion carried.

**WEXCO Utility Contract** - The city reviewed the contract proposal from WEXCO at \$2,250 a month for utility monitoring services. After further review, Chuck Molitor felt he could do that level of service for \$1,600/month.

**Utility Services** - A motion by Kaiser, seconded by Wittman, to authorize Chuck Molitor to provide utility monitoring services for \$1,600/month. Motion carried.

**Garden Tractor** - A motion by Wittman, seconded by Kaiser, to authorize trading the garden tractor in for net cost of \$350 to Mike's Small Engine. Motion carried.

**Ambulance Jackets** - A motion by Kaiser, seconded by Wittman, to authorize the ambulance corps to purchase jackets at a cost of \$60/person. Motion carried.

**Adjourn** - A motion by Wittman, seconded by Kaiser, to adjourn at 8:15 p.m. Motion carried.

  
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John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – February 6, 2018**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Tuesday, February 6, 2018

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

**ABSENT:** Jason Wittman.

**ALSO PRESENT:** City Clerk John Douville, Chuck Molitor, Corey Brower, Bollig Eng., Michael Morris Wexco Environmental and Kevin Friesen, USDA Rural Development

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

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

- a. January 9, 2018 City Council Minutes
- b. 2017 Financial Revenue and Expenditures
- c. 2017 Year End Cash Balances
- d. LG220 Gambling Application – LL Sportsman Club
- e. Rice Memorial Mutual Aid Ambulance Agreement
- f. Board of Equalization Hearing – 6:00 p.m. Monday, April 2, 2018
- g. Rice Memorial Intercept Agreement – 40% cost of reimbursement
  1. (contingent on Ambulance Corp. approval)

**VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE**

- a. Blaine Schmoll was present to discuss an Eagle Scout project. He proposed to build a fireplace in the park.

A motion by Petterson, seconded by Kaiser to approve the Eagle Scout project by Blaine Schmoll contingent upon city approval of plans and specifications of the fireplace and the location within the park. Motion carried.

- b. Michael Morris, Wexco Environmental, was present to discuss a proposal for their company to provide utility operations for the community. Their service would provide coverage for the water and wastewater systems. The city would still need to hire for summer maintenance, snow clearing, etc. as the contract would not cover those areas of city operations. The service as presented was \$2,800 a month but the contract could be adjusted for more or less services provided.

The City Council directed City Clerk Douville to review the agreement with Mr. Morris and to discuss possible ways to reduce the monthly cost such as remote reading of the water and waste water plant, having city staff do the backwashing of the water plant, etc.

- c. Kevin Friesen, USDA Rural Development was present to discuss predevelopment planning grants that the city may be eligible for. The money could be used for engineering, environmental studies, etc. for

the street, water and sewer projects that are coming up. The search grant could be up to \$30,000 and a developmental grant could be up to \$22,500.

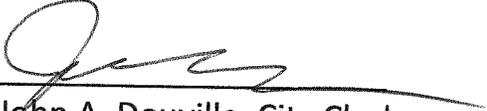
A motion by Kaiser, seconded by Petterson, to authorize City Clerk Douville to fill out the USDA RD application for the Predevelopment Planning and SEARCH grants. Motion carried.

**February 6, 2018 Bills List** - A motion by Sagness, seconded by Kaiser, to approve the February 6, 2018 Bills list, Checks numbered 59091-59118 for \$10,141.73. Motion carried.

**Ambulance Policies and Procedures** - A motion by Kaiser, seconded by Petterson, to update the ambulance directors pay to \$300/year and the of the officers of the board to \$150/year in the ambulance policies and procedures manual. Motion carried.

**Public Works** – Chuck Molitor was present to discuss the public works activities. The annual DNR water permit application was completed. Personnel contact information has been updated with all of the state agencies. New locks were put on the water plant along with other projects completed around the community.

**Adjourn** - A motion by Kaiser, seconded by Petterson, to adjourn at 8:45 p.m.. Motion carried.



John A. Douville, City Clerk

**MINUTES  
CITY OF LAKE LILLIAN  
REGULAR MEETING – January 9, 2018**

A regular meeting of the Lake Lillian City Council was called to order by Mayor Wendy Lund at 6:00 p.m. on Tuesday, January 9, 2018

**COUNCIL PRESENT:** Councilmembers Michael Sagness, and Kristine Kaiser Lowell Petterson arrived at 6:50p.m.

**ABSENT:** Jason Wittman.

**ALSO PRESENT:** City Clerk John Douville, Fire Chief Ross Wittman and Ambulance Director Eric Homme

Mayor Lund opened the Council meeting asking for a moment of silence in remembering Public Works Director Wayne Sulflow. He will be greatly missed.

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

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

- a. December 5, 2017 City Council Minutes

**VISITORS PRESENTATIONS, PETITIONS AND CORRESPONDANCE**

- a. Eric Homme was present to discuss an updated policies and procedures policy for the ambulance Corp and a letter to the council regarding ambulance financial statements. Mayor Lund reported they continued to work on their 44 Plan and there were 3 individuals waiting to test for the EMT certification.

**Ambulance Policies and Procedures** - A motion by Sagness, seconded by Kaiser, to approve the ambulance policies and procedures. Motion carried.

- b. Ross Wittman, Fire Chief, was present to discuss the grass rig insurance claim, a leaking valve on a fire truck and some possible fire station work regarding the overhead doors and LP heaters.

**6:50 p.m.**

- c. Chuck Molitor was present to discuss public works and utility operations going forward with the passing of Wayne Sulflow.

**Public Works Maintenance** - A motion by Sagness, seconded by Petterson, to approve \$1,600 a month for Chuck Molitor to provide Public Works and Utility Services on a part time bases to be reviewed monthly. Motion carried.

**January 8, 2018 Bills List** - A motion by Kaiser, seconded by Sagness, to approve the January 9, 2018 Bills list, Checks numbered 59061-59090 for \$38,982.75. Motion carried.

**Council Meeting Night** – Due to Councilmember Wittman’s new work position the City Council discussed changing the regularly scheduled council meeting night. A motion by Kaiser, seconded by Sagness, to meet on the first Thursday of the month at 6:00 p.m. beginning March 1, 2018. Motion carried.

**Annual Appointments** – A motion by Kaiser, seconded by Sagness, to approve the 2018 annual appointments. Motion carried.

- a. Newspaper: News Mirror
- b. Depository: Citizens Alliance Bank, LMC 4M Fund
- c. Emergency Management Director: Ross Wittman
- d. City Attorney: Anderson, Larson, Saunders & Klassen, PLLP
- e. Acting Mayor: Kaiser
- f. Fire, City Center, Zoning: Sagness, Petterson
- g. Financial, Park/Rec: Kaiser, Wittman
- h. Water, Sewer & Streets; Petterson, Sagness
- i. Ambulance, Library: Lund

**Public Works** – Direction was given to advertise for the public works position, JV Excavating will be providing snow clearing during snow storms.

**Adjourn** - A motion by Kaiser, seconded by Petterson, to adjourn at 8:30 p.m. Motion carried.

  
John A. Douville, City Clerk