

**CITY OF KANDIYOHI
MEETING OF COUNCIL
AUGUST 4, 2025**

The Kandiyohi City Council held their regular meeting on Monday, August 4, 2025, at the City Hall/Civic Center located at 432 Atlantic Avenue Kandiyohi, MN 56251. Present were Mayor Jon Lindstrand; Council Members Spencer Hunt, Scott McGillivray, and Toby Giese; City Maintenance, Brandon Huls; and City Clerk/Treasurer, Julie Woltjer. Absent: Council Member Jeff Clark; and Fire Chief Jamie Swanson.

Mayor Lindstrand called the meeting to order at 7:00 p.m.

Council Meeting Guests: Matt Fuchs - Kandiyohi Fire Relief Association Secretary, Jon Pauna – Moore Engineering, Fenil Patel, and Sunil Patel from OM Food Mart.

Pledge of Allegiance

CONSENT AGENDA ITEMS:

Approval Of July 21, 2025, Meeting Minutes

Approval Of July 16, 2025, Special Assessment Public Hearing Minutes

Approval Of Claims List(Payments) August 4, 2025

Department Reports: No New Reports

Council Member Giese motioned to approve the Consent Agenda Items. Council Member Hunt seconded the motion, motion carried.

PUBLIC FORUM

Fenil Patel and Sunil Patel were present at the meeting to introduce themselves to the City Council, as they are in the process of purchasing KJ's Quickstop later this month.

Liquor License: Council Member Giese motioned to approve issuing an off-sale liquor license to OM LLC DBA OM Food Mart pending background check approval, proof of insurance and approval from the Minnesota Department of Public Safety Alcohol & Gambling Enforcement. Council Member Hunt seconded the motion. There were no objections. Motion carried with one member absent.

Lawn Mowing: Council discussed recent complaints regarding properties where regular lawn mowing and weed trimming are not being maintained.

REPORTS OF OFFICERS

Employee Safety Committee: The Employee Safety Committee met to review updates needed for OSHA compliance. Items discussed included the installation of a new eyewash station and the implementation of pre- and post-trip inspection tracking for equipment.

Thein Well: Thein Well completed its annual well inspections and reported that no maintenance is required in 2025. However, Well No. 3 is scheduled to be pulled for maintenance in 2026.

Diesel Tank: Council Member Giese motioned to authorize Public Works Supervisor Huls to explore spill containment needs for the installation of a 500-gallon diesel tank adjacent to the shop. Council Member Hunt seconded the motion. Motion carried with one member absent.

May 5, 2025, Meeting Minute Correction: Council Member Hunt motioned to amend the May 5, 2025, Council meeting minutes as follows:

- **Before:**

Fire Department Standard Operating Guidelines (SOG): Council Member McGillivray motioned to update the following SOG for easier documentation of membership status.

- **After:**

Fire Relief Association By-Laws: Council Member McGillivray motioned to update the *By-Laws* for easier documentation of membership status.

Council Member McGillivray seconded the motion. Motion carried, with Council Member Giese abstaining and Clark absent.

Accounting Software: Clerk/Treasurer Woltjer reported receiving two quotes for accounting software, both significantly higher than anticipated. In addition to the initial purchase cost, the annual support fees were quoted at \$16,860 and \$9,363, respectively. For comparison, the City currently pays under \$2,000 per year for annual accounting software support. Council directed the Clerk/Treasurer to continue researching other software options that are more reasonably priced and compatible with the Kamstrup meter system.

Resolution 202516: Council Member Hunt motioned to approve Resolution 2025-16: A Resolution Opting to Join the Statewide Volunteer Firefighter Plan with the revised annual benefit amount of \$3,300, effective January 1, 2026. The benefit amount was revised in accordance with PERA rules, which require amounts to be in increments of \$100. Council Member McGillivray seconded the motion. Mayor Lindstrand called for a voice vote: Mayor Lindstrand – Yes, Council Members: Clark - absent, McGillivray - Yes, Hunt - yes, and Giese – Abstain. Motion carried with Council Member Giese abstaining for conflict of interest and Clark absent.

UNFINISHED BUSINESS

Meter Info: Clerk/Treasurer Woltjer is continuing to research and evaluate accounting/Utility Billing software options that are reasonably priced and compatible with the City's systems.

NEW BUSINESS

Project – Water System Improvement 2024-1, Contract B: New Water Tower: City Engineer Jon Pauna presented bids for Contract B, which includes construction of the new water tower and removal of the existing tower. Substantial completion is required by September 2026.

- Eagle Construction Company, Inc., Little Falls, MN – \$1,811,287
- Maguire Iron, Inc., Sioux Falls, SD – \$2,051,250

Council Member Giese motioned to accept the bid from Eagle Construction Company, Inc., the USDA-recommended lowest bidder, and authorized Mayor Lindstrand and Clerk/Treasurer Woltjer to sign the Notice of Award and any other necessary documents. Council Member Hunt seconded the motion. Voice vote: Hunt – Yes, Clark – Absent, McGillivray – Yes, Giese – Yes. Motion carried.

Phase 1 Street & Utility Improvements: City Engineer Jon Pauna informed the Council that bidding for Phase 1 will close on August 21, 2025, at 2:00 PM.

ANNOUNCEMENTS:

No New Announcements

ADJOURNMENT

Council Member Hunt motioned to adjourn at 7:48 PM, Council Member Giese seconded the motion. No objections were made, and the meeting adjourned.

Respectfully submitted,

Julie Woltjer, MCMC
City Clerk/Treasurer

Claims List(Payments):

American Welding Supply	Annual Fire Extinguisher Maint.	\$54.09
Charter	City Phone/Internet	\$169.99
Haug Implement	Street Sweeper Parts	\$142.74
KJ's Quickstop	Vehicle Fuel	\$322.39
Menards	Shop/Water/Parks Supplies	\$448.51
Payroll	7-25-25	\$1,874.92
PERA	7-25-25	\$336.80
Payroll	8-1-25	\$1,774.45
PERA	8-1-25	\$320.73
Total Expenditures		\$5,444.62
City Portion of Fire Department Expenditures		\$188.24