

**CITY OF KANDIYOHI
MEETING OF COUNCIL
January 6, 2025**

The Kandiyohi City Council held their regular meeting on Monday, January 6, 2025, at the City Hall/Civic Center located at 432 Atlantic Avenue Kandiyohi, MN 56251. Present were Mayor Jon Lindstrand; Council Members Jeff Clark, Scott McGillivray, Toby Giese, and Spencer Hunt; City Maintenance, Brandon Huls; City Clerk, Julie Woltjer; and Fire Chief Jamie Swanson.

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

OATHS OF OFFICE: Administered by City Clerk/Treasurer/Notary Public Woltjer

- Mayor Jonathan Lindstrand; Council Members Spencer Hunt and Toby Giese.

Council Meeting Guests: Jon Pauna - Moore Engineering, Curt Hein, Jodi, and Shannon Severson.

Pledge of Allegiance

CONSENT AGENDA:

- Approval of December 2, 2024, Council Meeting Minutes
- Approval of December 2, 2024, Truth-in-Taxation Meeting Minutes
- Approval of December 2, 2024, Public Hearing Minutes
- Claims List(Payments) for January 6, 2025
- Department Reports:

- November 2024 Water and Sewer Usage
 - Gallons of Fresh Water Pumped 1,082,000
 - Gallons of Wastewater Pumped 915,000

Council Member McGillivray motioned to approve the Consent Agenda. Council Member Clark seconded the motion, motion carried.

PUBLIC FORUM

Speeding on Helen Ave: Clerk & Public Workks received a complaint from a resident about people going too fast down Helen Avenue. The council discussed issue and asked Clerk to look up information and state statutes about residential speed zones.

Water Meter at 6th Street Residence: A resident attended the meeting to discuss the previously unbilled water/sewer usage resulting from a meter error. Council Member Giese moved to table the item to allow the council additional time to deliberate on the matter. It was also proposed to waive any late fees associated with the unbilled usage, recognizing that the discrepancy was due to an error on the city's part. Council Member McGillivray seconded the motion, motion carried.

Commercial Billing Rates: Business Owner questioned the Commercial Water/Sewer Rates. Clerk Woltjer let them know that there would be a rate study and that rates for small business with little use would be considered for the study.

REPORTS OF OFFICERS

Resolution 202502: Council Member Clark motioned to approve Resolution 202502- A Resolution of Appreciation to David Streich for distinguished Service as a Member of the Kandiyohi City Council. Council Member Hunt seconded the motion. Mayor Lindstrand called for a voice vote: McGillivray – Yes, Clark – Yes, Hunt – Yes, and Giese – Yes. Motion passed.

Lawn Mower: The council asked Public Works Huls to collect quotes for a new lawn mower with trade-in:

- Midwest Machinery \$2,994.91
- Haug Implement \$2,200.00
- Third quote was not received in the allotted timeframe.

Council Member McGillivray motioned to use Haug Implement for the lawn mower with the price of \$2,200 after the trade-in. Council Member Giese seconded the motion, motion carried.

LMC City on the Hill: Council Member Clark motioned to allow Mayor Lindstrand and Clerk/Treasurer Woltjer to attend the LMC City on the Hill to meet with MN Legislators about infrastructure funding on the upcoming projects. Council Member McGillivray seconded the motion, motion carried.

Ehler's Financial Conference: Council Member Giese motioned to allow Clerk/Treasurer to attend the Ehlers Financial Conference February 6 & 7, 2025. Council Member Hunt seconded the motion, motion carried.

Pet Clinic: There will no longer be a Pet Clinic in the City of Kandiyohi due to lack of attendance in the previous years. City animal tags are available at the city office for \$5.00 each.

Fire Department Officer Elections: Fire Chief Jamie Swanson was present to discuss the Kandiyohi Fire Department 2025 Officer Elections.

- Fire Chief: Jamie Swanson
- Assistant Chief: Brandon Huls
- Captain: Ben Egge
- Medical Officer: Toby Giese
- Safety Officer: Brian Kelp

Council Member Clark made a motion to approve the officers as elected by the Fire Department. Council member McGillivray seconded the motion. Mayor Lindstrand called for a voice vote: McGillivray – Yes, Hunt – Yes, Clark – Yes, and Toby Giese - Abstained due to conflict of Interest.

Fire Relief Association: Council Member Clark motioned to approve an increase to the Fire Departments Fire Relief Association Contribution from \$4 to \$5 per hour. Council Member Hunt seconded the motion. Mayor Lindstrand called for a voice vote: McGillivray – Yes, Hunt – Yes, Clark – Yes, and Toby Giese - Abstained due to conflict of Interest.

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

Moore Engineering: Jon Pauna from Moore Engineering introduced himself to the council as our new main engineer on our upcoming projects.

Annual Appointments: Council Member Clark motioned to approve the annual appointments as follows:

- **Attorney:** Griffin Leitch from Anderson, Larson, Saunders & Klassen, PLLP.
- **Auditor:** Conway, Deuth & Schmiesing
- **Official Bank:** Harvest bank
- **Legal Newspaper:** Lakes Area Review
- **City Engineer:** Moore Engineering
- **Kandiyohi Fire Board and Kandiyohi Relief Association City Voting Members:** Mayor Jon Lindstrand and City Clerk/Treasurer Woltjer

Council Member Clark motioned to approve the listed annual appointments. Council Member Giese seconded the motion, motion carried.

- **Deputy Mayor:** Council Member Spencer Hunt

Council Member Giese motioned to approve the Deputy Mayor. Council Member Clark seconded the motion, motion carried.

- **Alternate GLSSWD Representative:** Council Member Scott McGillivray

Council Member Hunt motioned to approve the listed annual appointments. Council Member Giese seconded the motion, motion carried.

- **Employee Safety Committee:** Council Members Jeff Clark & Toby Giese, Fire Chief Swanson & City Maintenance Brandon Huls

Council Member Hunt motioned to approve the listed annual appointments. Council Member McGillivray seconded the motion, motion carried.

Annual Contracts:

- **SafeAssure Contract:** Council Member McGillivray Motioned to accept the 2025 contract with SafeAssure for OSHA Safety Training. Council Member Clark seconded the motion. Mayor Lindstrand called for a voice vote: McGillivray – Yes, Hunt – Yes, Clark – Yes, and Giese – Yes. Motion passes.
- **Building Inspection:** Council Member Giese motioned to allow the extension of the city's contact for Building inspection up until Jim Solheid's Retirement date of March 19, 2025. Council Member Hunt seconded the motion. Mayor Lindstrand called for a voice vote: McGillivray – Yes, Hunt – Yes, Clark – Yes, and Giese – Yes. Motion passes.

Annual Conflict of Interest Statement: All Council Members reviewed and Signed the Annual Conflict of Interest Statement for the City Council.

Moore Engineering: City Engineer Jon Pauna from Moore Engineering gave the council an update on the Infrastructure Project including information on easements for Pacific Avenue and setting the first public hearing on project assessments in February or Early March. A notice will be published in the legal newspaper and will be posted at the City Office and at the Post Office, the date will also be posted on the community board once one has been set.

Resolution 202501: Council Member McGillivray motioned to accept Resolution 202501- A Resolution To Authorizing The Application To MN PFA For A WIF Grant. Council Member Clark seconded the motion. Mayor Lindstrand called for a voice vote: McGillivray – Yes, Hunt – Yes, Clark – Yes, and Giese – Yes. Motion passes.

ADJOURNMENT

Council Member Giese motioned to adjourn at 9:04 p.m., Council Member Clark seconded the motion. Meeting adjourned.

Respectfully submitted,

Julie Woltjer
City Clerk

Claims List(Payments):

Anderson, Larson	City Attorney	\$96.00
Charter	City Phone/Internet	\$339.94
City of New London	Building Inspector Fees	\$225.94
Duininck	Crushed Concrete	\$230.00
Ehlers	2014A Bond Payment	\$24,580.00
Ehlers	2014A Fiscal Agent Fees	\$100.00
Fobbe Contracting	Fire Hydrant Repair	\$1,500.00
GLSSWD	Sewer Processing	\$15,869.40
Gopher State One	City Locates	\$9.45
Harvest Bank	November ACH Fees	\$41.00
Harvest Bank	December ACH Fees	\$49.00
Haug Implement	Sweeper Parts	\$68.02
Hawkins	Water Chemicals	\$30.00
Jerry & Kris Swanson	Civic Center Cleaning	\$32.98
Kandiyohi County	General Elections Fees	\$415.57
KJ's	City Fuel	\$543.82
Lakes Area Review	Legal Notice Publishing	\$149.75
Menards	City Supplies	\$214.67
MN PEIP	Employee Insurance	\$3,877.34
Moore Engineering	Wastewater Pond Evaluation	\$2,751.25
NCPERS	Employee Life Insurance	\$32.00
Payroll		\$1,684.57
Payroll		\$1,682.36
Payroll		\$1,477.82
Payroll	Includes 2024 Vacation Payout	\$2,525.13
Payroll		\$1,839.75
PERA		\$308.54
PERA		\$308.52
PERA		\$266.24
PERA		\$294.69
PERA		\$319.36
SafeAssure Consulting	Safety Training	\$1,683.47
Team Labs	Hydrant Guard	\$798.00
Vosika	Park Porta Potties	\$1,188.40
Waste Management	City Refuse	\$605.66

West Central Trophy	Nameplate	\$25.00
X-cel Energy	City Gas	\$90.91
Total Expenditures		\$66,254.55

City Portion of Fire Department Expenditures \$11,244.20

OFFICIAL