

**CITY OF KANDIYOHI
MEETING OF COUNCIL
March 16, 2026**

The Kandiyohi City Council held their regular meeting on Monday, March 16, 2026, at the City Hall/Civic Center located at 432 Atlantic Avenue Kandiyohi, MN 56251. Present were: Mayor Jon Lindstrand; Council Members Jeff Clark, Spencer Hunt, and Toby Giese; Public Works Supervisor(PW), Brandon Huls; Fire Chief Jamie Swanson; and Clerk/Treasurer(CT), Julie Woltjer. Absent: Council Member Scott McGillivray.

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

Council Meeting Guests: No Meeting Guests

Pledge of Allegiance

CONSENT AGENDA:

Approval of March 2, 2026, Council Meeting Minutes

Claims List(Payments) for March 16, 2026

Department Reports:

- February 2026 Water and Sewer Report
 - Gallons of Fresh Water Pumped 760,000
 - Gallons of Wastewater Pumped 1,034,000

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

PUBLIC FORUM

Discussed the Snow Emergency

REPORTS OF OFFICERS

Water Meter Antenna: PW installed the antenna for the new water meters on the water tower. He is starting the transition to new water meters.

Kandi Clean-Up Day: CT asked the Council if the Kandiyohi Clean-up date could be May 16th so as to avoid the Fishing Opener and Mother's day weekend the prior weekend. Council Member Hunt motioned to approve setting the Clean-up day for Saturday, May 16, 2026. Council Member Giese seconded the motion, motion carried. Flyers will be posted at the Post Office and at City Hall.

Single Audit: Council Member Giese motioned to approve the CT to sign the engagement letter for an infrastructure project single audit for 2025 by CDS for \$5,000 due to Expenditures and Revenues for 2025 exceeding the \$1,000,000 federal threshold requirement. Council Member Clark seconded the motion, motion carried. The Single audits will need to be done each year that the city exceeds the threshold during the upcoming projects.

Truck Fund: Kandiyohi Township proposed through the Fire Chief to start increasing Truck Fund Contributions 10% annually starting with the 2027 Budget since the Fire Hall Band/Lease is paid off. Green Lake Township also thinks this would be a great idea.

- 2027 Contribution Total with Township Portions \$16,500
- 2028 Contribution Total with Township Portions \$18,150
- 2029 Contribution Total with Township Portions \$19,965
- And so on with a 10% increase.

Council Member Hunt motioned to approve the increase, Council Member Clark Seconded the motion. Mayor Lindstrand called for a voice vote: Hunt – Yes, Clark – Yes, McGillivray – Absent, Giese – Abstain and Lindstrand – Yes. Motion Carried.

UNFINISHED BUSINESS

Center Park Shelter: Council Member Hunt set up a meeting with the Willmar building inspector to see if he could work with us on just repairing the shelter as the building costs are high and full replacement was not planned for this soon in the Parks Plan.

Equipment Policy & Resolution 202603: Council Member Clark motioned to adopt Resolution 202603 A Resolution Adopting the City of Kandiyohi Equipment Operation and Use Policy governing the operation, inspection, and authorized use of City-owned equipment. Council Member Giese seconded the motion. Mayor Lindstrand called for a voice vote: Giese – Yes, Clark – Yes, Hunt – Yes, and McGillivray – Absent. Motion Carried.

NEW BUSINESS

Special Assessment Public Hearing: Council Member Clark motioned to set the Public Hearing Date for the Final Special Assessment for ~~April 14, 2026, at 7pm.~~ Council Member Hunt seconded the motion. Mayor Lindstrand called for a voice vote: Giese – Yes, Clark – Yes, Hunt – Yes, and McGillivray – Absent. Motion Carried. ** The date has been postponed to ensure compliance with Minnesota State Statute 429.061, Subdivision 1.

Pay Request 1: Council Member Giese motioned to authorize the City Clerk/Treasurer to sign USDA RD Pay Request No. 1 for \$1,111,462.82 for repayment on previously paid invoices. And any other paperwork required for this pay request. Council Member Clark seconded the motion, motion carried.

Crow River Pay Application 1 Council Member Giese motion to approve Crow River Constructions Pay Application 1 in the amount of \$355,710.76. This is for the Infrastructure supplies on hand. Council Member Hunt seconded the motion, motion carried.

Moore Engineering Invoice: Council Member Giese motion to approve Moore Engineering's Invoice SIN007815 00 in the amount of \$9,560 for a construction services milestone. Council Member Clark seconded the motion, motion carried.

New Brush Site Permit: Council Member Hunt motioned to approve the City of Kandiyohi's New Brush Site Permit with updated language for construction materials. Council Member Clark seconded the motion, motion carried.

Resident Letters for Meter & Billing Transition: Council approved the CT sending out a letter to all utility users for the New Meters and the Billing Transition. Just so the residents have an idea of what is coming. The notice is also posted on the city website if anyone does not get a letter.

Water & Sewer Utility New User Application: Council Member Giese motioned to approve the application after all council members present reviewed it and to charge new utility users a deposit of \$150.00. This deposit will only be for people that are currently now already being charged for water and sewer(new residents). Council Member Hunt seconded the motion, motion carried.

ANNOUNCEMENTS

Local Board of Appeals & Equalization Meeting: **Monday, April 13, 2026, 6- 6:30 PM**

Kandiyohi Blood Drive: **April 24, 2026, 11 AM – 5 PM**

Kandi Clean-Up Day: **May 16, 2026, Starting at 7 AM**

ADJOURNMENT

Council Member Giese motioned to adjourn at 8:13 p.m. following the closed session, Council Member Hunt seconded the motion. Meeting adjourned.

Respectfully submitted,

Julie Woltjer
City Clerk/Treasurer

Total 3/16/26 Meeting Expenditures				\$94,127.28
Chk #	Vendor	Chk Date	Amount	Comments
21729	Lindstrand, Jon	3/5/26	\$ 42.15	Payroll
500898	Huls, Brandon	3/5/26	\$ 901.97	Payroll
500899	Woltjer, Julie	3/5/26	\$ 675.44	Payroll
42322	PERA	3/6/26	\$ 294.38	Employer/Employee Retirement Payment
42323	PERA	3/13/26	\$ 329.09	Employer/Employee Retirement Payment
500824	Huls, Brandon	3/13/26	\$ 951.98	Payroll
500825	Woltjer, Julie	3/13/26	\$ 797.01	Payroll
21733	ANDERSON, LARSON,SUNDERS & KLA	3/16/26	\$ 326.00	Review and Correspondence on Towing for Snow Events,
21734	DSG	3/16/26	\$ 10,035.86	20 Meters, Gaskets
21735	GENERAL MAILING	3/16/26	\$ 36.90	Water Sample Overnight Shipping
21736	Hawkins, Inc.	3/16/26	\$ 30.00	Chlorine
21737	KANDIYOHI - GLSSWD	3/16/26	\$ 18,664.90	Sewer Treatment Processing
21738	KPC	3/16/26	\$ 137.32	Bad Debt 325 N 7th St Apt.7
21739	LAKES AREA REVIEW	3/16/2026	\$ 57.75	Initial Notice Amending Ordinance 71.04
21740	LINDSTRAND, JON	3/16/2026	\$ 140.65	2026 City on the Hill Mileage Reimbursement
21741	LMCIT	3/16/2026	\$ 1,000.00	Deductible For Cable Line Damaged While Tiling Park
21742	MIDWEST INDUSTRIAL SOLUTIONS	3/16/2026	\$ 813.70	220 Ft Reel & Hose
21743	MN PEIP	3/16/2026	\$ 4,621.12	Employee Health Insurance
21744	MOORE ENGINEERING, INC	3/16/2026	\$ 53,224.22	Updated PER Project Expansion for USDA w/Water Treatment
21745	NCPERS MINNESOTA	3/16/2026	\$ 32.00	Employee Life Insurance -
21746	OM LLC	3/16/2026	\$ 145.00	Vehicle Fuel
21747	OSC	3/16/2026	\$ 77.99	O2 Cylinders
21748	SWANSON, JERRY & KRIS	3/16/2026	\$ 180.00	February CC Cleaning
21749	Volunteer Firefighters Benefit	3/16/2026	\$ 215.00	Volunteer Firefighters Insurance Benefits
21750	West Central Sanitation	3/16/2026	\$ 247.50	Shop/FD – Garbage/Recycling
21751	WOLTJER, JULIE	3/16/2026	\$ 149.35	2026 City on the Hill Mileage Reimbursement

Total 3/16/26 USDA Phase 1 Project Expenditures				
Chk #	Vendor	Chk Date	Amount	Comments
10003	Eagle Construction	3/2/26	\$ 71,522.65	Pay Application 1
10006	Eagle Construction	3/2/26	\$ 28,500.00	Pay Application 2
10005	Moore Engineering	3/2/26	\$ 10,755.00	Project 20912 Construction Services Milestone
10007	Eagle Construction	3/16/26	\$ 90,962.50	Pay Application 3
				\$201,740.15