

**CITY OF KANDIYOHI
MEETING OF COUNCIL
MAY 19, 2025**

The Kandiyohi City Council held their regular meeting on Monday, May 19, 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, Toby Giese, and Jeff Clark; City Maintenance, Brandon Huls; City Clerk/Treasurer, Julie Woltjer; and Fire Chief Jamie Swanson.

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

Council Meeting Guests: Jonathan Pauna from Moore Engineering, and Marissa Austin from CDS.

Pledge of Allegiance

CONSENT AGENDA ITEMS:

Approval of May 5, 2025, Council Meeting Minutes

Approval of Claims List(Payments) May 19, 2025

Department Reports: April 2025 Water and Sewer Report

- Gallons of Fresh Water Pumped 808,000
- Gallons of Wastewater Pumped 1,605,000

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

PUBLIC FORUM

Discussed damaged civic center table. Council Member Hunt motioned to purchase a new one for \$181.00 and bill the civic center renter for the cost of the table. Council Member Giese seconded the motion, motion carried.

REPORTS OF OFFICERS

Hydrant Flushing: Semi-Annual Hydrant flushing was completed May 15, 2025.

Equipment Purchase: Council Member Clark moved to approve the purchase of a plate packer by Brandon for \$699.00 to be used for street repairs. The purchase was deemed more cost-effective than renting the equipment for the necessary repair work. Council Member McGillivray seconded the motion. The motion passed.

Auto-Payment Authorization: Council Member Giese moved to authorize Clerk/Treasurer Woltjer to set up automatic payments to Gopher State One for improved efficiency and cost-effectiveness on behalf of the City. Council Member Hunt seconded the motion. The motion passes.

Chair Racks: Council Member Giese motioned to have Matt Olson build or repair the 2-chair racks at the Civic Center so that they are more stable if the cost for both is under \$1,000 which would be less expensive than the other quotes received. Council Member Hunt seconded the motion, motion passed.

Civic Center Rental Checklist: Council Member Giese motioned to accept the revised civic center rental checklist. Council Member Clark seconded the motion, motion carried. The rental checklist is posted on the bulletin board and on the refrigerator at the civic center.

Extraction Tools: Council Member Clark made a motion to approve the purchase of used battery-operated extraction tools for the fire department at a cost of \$7,800, citing it as a valuable opportunity given that the same equipment would cost approximately \$30,000 if

purchased new. Council Member Hunt seconded the motion; motion carried with Council Member Giese abstaining.

Probationary Firefighter: Council Member McGillivray motioned to accept Jason Miller to the Kandiyohi Fire Department as a probationary member. Council Member Clark seconded the motion; motion carried with Council Member Giese abstaining.

Fire Hall Cleaning: Council Member Clark motioned to increase the rate for cleaning the Fire Hall to \$60 per time from \$30 retroactive for the month of April. Council Member McGillivray seconded the motion; motion carried with Council Member Giese abstaining.

National Night Out: Fire Chief Swanson let the council know the date for National Night Out this year will be August 6, 2025, from 5-7 PM so that it does not conflict with Rockin Robbins.

UNFINISHED BUSINESS

Meter Info: Council is still reviewing options; staff is looking into what meters will work properly with billing software and what changes might need to be made if any.

NEW BUSINESS

City of Kandiyohi 2024 Audit Report: Marisa Austin, CPA from CDS presented the 2024 Independent Auditor's Report to the City Council which includes the following:

- Statement of Kandiyohi's Net Position
- General Fund Cash and Investment Balances
- 2024 General Fund Revenues
- 2024 General Fund Expenditures
- Water Fund Cash and Investment Balances
- Sewer Fund Cash and Investment Balances
- Storm Sewer Fund Cash and Investment Balances
- General Recommendations
- A Power Point Presentation Summarizing the 2024 Auditors Report and Findings.

Council Member Clark motioned to approve the 2024 Auditors Report, the 2024 Auditors Management letter, and the general journal entries to close out 2024. Council Member Hunt seconded the motion, motion carried.

***Annual Audit Reports are at the City Office for anyone who would like to view them.**

Moore Engineering: Jon Pauna with Moore Engineering was present to give the council an update, the USDA has authorized the city to start the bid process. Please see upcoming issues of the Lakes Area Review for Information. Council Member McGillivray motioned to request the MPCA to complete a preliminary effluent limit study to see if the city would be able to build a pond sanitary sewer system with a permit fee for the study in the amount of \$1,500. Council Member Giese seconded the motion, motion carried.

Porta Potties: Council Member McGillivray motioned to get multiple porta potties set up for the various KIDD Events. Council Member Giese seconded the motion, motion passes.

Picnic Tables: Council Member Giese motioned to have Brandon move the cities picnic tables to the various locations for KIDD events. Council Member Hunt seconded the motion, motion carried.

Gravel Lot: Please note any vehicles parked in the gravel lot between the Fire Hall and the Palmer Bus Garages after 1 PM on Saturday June 14th will be towed as that is a staging area for KIDD events.

ANNOUNCEMENTS:

Kandiyohi Garage Sales: **June 7-8, 2025**

Kandi is Dandy Days: **June 13-15, 2025**

ADJOURNMENT

Council Member Hunt motioned to adjourn at 8:35 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):

Anderson, Larson, Leitch	City Attorney	\$64.00
Farmrite	Bobcat & Stump Grinder	\$742.40
GLSSWD	Sewer Processing Fees	\$22,798.90
Gopher State One	Locate Fees	\$9.45
Hawkins	Water Chemicals	\$30.00
KPC	Bad Debt Write-Off/City Utilities	\$3,338.96
KJ's Quickstop	Vehicle Fuel	\$460.11
MCFOA Region 3	Training	\$45.00
MN PEIP	Employee Insurance	\$3,877.34
MN Revenue	Employee Taxes	\$304.23
MR Sign	Street Signs	\$298.60
NCPERS	Employee Life Insurance	\$32.00
Payroll	5-8-25	\$2,156.03
PERA		\$441.36
Payroll	5-15-25	\$1,704.57
PERA		\$322.37
Skyline Aggregate	Bit/Con Mix	\$251.96
Swanson, Jerry & Kris	Civic Center Cleaning & Supplies	\$154.79
US Treasury	Employee Taxes	\$1,890.79
West Central Sanitation	City Refuse	\$246.48
Xcel Energy	City Gas	\$33.68
Total Expenditures		\$39,203.02
City Portion of Fire Department Expenditures		\$7,442.02