

**Lanesboro City Council
Regular Meeting Minutes
Monday, June 2, 2025 – 6:00 p.m.
Lanesboro Community Center Meeting Room & Zoom**

Present Members:

☒ Mindy Albrecht-Benson ☒ Chase Bakke ☐ Joe Cullen ☒ Alicia Pearson ☒ Kathryn Wade

Staff:

☒ Mitchell Walbridge ☒ Darla Taylor ☐ David Haugen ☐ Mark Lawstuen ☐ Jerod Wagner
☐ Tara Johnson ☒ Joseph O’Koren ☒ Michelle Marotzke

Guests: Bonita Underbakke, Kris Paxton, Linda Tacke, Delia Bell, Carly McNeilus, Deane Benson, Sheila Walbridge, Dale Forster, Hannah Wingert, Jonathan Levine

Regular Meeting

Mayor Pearson called the regular meeting to order at 6:00 p.m.

- A. Agenda Approval:** City Administrator Mitchell Walbridge requested that a street closure application from the Lanesboro Firemen’s Relief Association be added to the Consent Agenda. Mayor Pearson entered a motion to approve the agenda with the requested addition; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
- B. Public Comments**
- Linda Tacke, a member of the Lanesboro Economic Development Authority Board, addressed the Lanesboro City Council about limitations on remote participation on public meetings. Administrator Walbridge clarified that the limitation in place is not a city or EDA policy, but rather a regulation of the State of Minnesota.
 - Mayor Pearson addressed the Lanesboro City Council expressing support of Pride Month. Mayor Pearson shared that a Pride Month event is scheduled for June 21 in Sylvan Park.
- C. Approval of Minutes**
- a. Minutes of Regular Meeting, May 1, 2025: Member Wade entered a motion to approve the minutes as presented; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
- D. Consent Agenda**
- a. Accounts Payable
 - b. Resolution 2025-30 Accepting Donations to the Lanesboro Fire Department
 - c. Resolution 2025-31 Authorizing the Lanesboro Fire Relief Association to Conduct Lawful Gambling at an Additional Location
 - d. Resolution 2025-32 Declaring Equipment as Surplus and Authorizing Sale of the Same
 - e. Data Practices Policy for the Public
 - f. Data Practices Policy for Data Subjects
 - g. Root River Trail House Lodging License
 - h. Firemen’s Relief Association Street Closure Request
- Member Albrecht-Benson entered a motion to approve the Consent Agenda; Member Bakke seconded the motion. Motion carried with all in favor.

New Business

- A. Consider Approval of Lawn Mower Purchase:** The Lanesboro Park Board and Public Works staff recommend the trade-in of the City’s 2023 John Deere X758 lawn mower as part of a purchase transaction for a John Deere Z930M ZTrak. Administrator Walbridge stated that the purchase is built into the Park Department Vehicle Replacement Schedule. The impact to the fund balance was reviewed with the city council. Mayor Pearson entered a motion to approve the quote from Preston Equipment

Approved 07/07/2025

Company for the purchase of a John Deere Z930M ZTrak; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

- B. Raging Root Adventure Arcade, LLC Revolving Loan Fund Application:** The Lanesboro Economic Development Authority (EDA) Board recommended approval of a \$40,000 revolving loan fund application submitted by Kris Paxton of Raging Root Adventure Arcade, LLC.

Administrator Walbridge provided an overview of the USDA Rural Business Development Grant, which supports the City's revolving loan fund program. Economic Development Director Michelle Marotzke discussed the inherent risks associated with loan applications and explained how the EDA mitigates those risks through its business support processes and resources. The members also discussed potential financial security measures and collateral options to be included in the loan contract and closing documentation.

Member Wade made a motion to approve the loan application in the amount of \$40,000, with a seven (7) year term and an interest rate of two percent (2%). Member Bakke seconded the motion.

Attorney O'Koren noted that the approval could be contingent upon a collateral provision, specifically requiring the property's title holders, Gordon and Valerie Tindall, to sign an acknowledgment related to the collateral.

Member Wade then moved to amend her original motion to include this collateral provision in the loan agreement, requiring written acknowledgment from the property title holders. Member Bakke seconded the amendment. The motion to amend passed unanimously. The amended motion to approve the loan application was then approved, with all members voting in favor.

- C. Consider Contractor Performance Review Process:** Mayor Pearson presented a proposal to implement a contractor review process for projects that exceed either 30 days in duration or a contract amount of \$10,000.

Members discussed the City's current practices for project oversight and contract enforcement. City Administrator Walbridge and Attorney Joseph O'Koren explained that, historically, oversight responsibilities have primarily been carried out by the supervising engineer and the project manager assigned to each project. The City Council is informed of any potential issues through regular project updates, and any necessary actions are typically taken based on the project manager's recommendations. Mayor Pearson entered a motion to table discussion indefinitely; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

Next Meeting: Monday, July 7, 2025 at 6:00 p.m.

Mayor Pearson adjourned the meeting at 6:35 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk