

**Lanesboro City Council
Regular Meeting Minutes
Monday, July 7, 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: Brian Malm, Hannah Wingert, Kris Paxton, Bonita Underbakke, Anne Happel, Luke Fischer, Jen Wolf, Peter Torkelson, Kara Maloney, Dale Forster, Vicki Chambard-Torkelson; *Via Zoom:* Deane Benson, Jonathan Levine, Sheila Walbridge, Bonnie Handmacher, Brian S., Michele Peterson, Susan Riggott, Joe Goetzke

Public Hearing on Sidewalk Improvements

Mayor Pearson called the public hearing to order at 6:00 p.m. No public comments were shared.

Mayor Pearson closed the public hearing at 6:02 p.m.

A. Agenda Approval: Member Albrecht-Benson entered a motion to approve the agenda as presented; Member Wade seconded the motion. Motion carried with all in favor.

B. Public Comments: No public comments were shared.

C. Approval of Minutes

- a. Minutes of Regular Meeting, June 2, 2025
- b. Minutes of Special Meeting, June 11, 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. Fall Into Lanesboro Parking Closure Permit Application
- c. Lanesboro Arts Temporary Liquor License Application – July 12, 2025
- d. The Raging Root Adventure Arcade, LLC – Authorizing On Sale Intoxicating Liquor License and Sunday Liquor Sales
- e. FY2025 Quarter 2 Budget Report and Unaudited Fund Balances

Member Bakke entered a motion to approve the Consent Agenda; Member Wade seconded the motion. Motion carried with all in favor.

Continued Business

A. Resolution 2025-35 Ordering Sidewalk Improvements: Member Albrecht-Benson entered a motion to adopt Resolution 2025-35; Member Bakke seconded the motion. Motion carried with all in favor.

B. Resolution 2025-36 Adopting Final Assessment Roll for Sidewalk Improvements: Member Albrecht-Benson entered a motion to adopt Resolution 2025-36; Member Wade seconded the motion. Motion carried with all in favor.

New Business

A. Resolution 2025-38 Receiving Feasibility Report and Calling for a Public Hearing for TH250 Road & Utility Improvements: Brian Malm, Bolton & Menk Inc. Engineer, presented the Feasibility Report for the TH250 Road & Utility Improvement Project. Malm reviewed the scope of work, current conditions of the work sites, as well as estimated project costs and potential funding sources. Malm explained that the Feasibility Report is a required step in the public improvement process and that the City will advance to an Improvement Hearing and issuing Municipal Consent at the September 2, 2025

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city council meeting. Malm noted there were two amendments to made to the report regarding the sewer and water lines to Little Norway and revising the water and sewer assessment figures for commercial and residential properties. A version of the report with the amendments will be provided to City Administrator Walbridge to have on file for the City's records.

Mayor Pearson entered a motion to accept the feasibility study with the amendments and adopt Resolution 2025-38; Member Wade seconded the motion. Motion carried with all in favor.

Mayor Pearson entered a motion to call for a public hearing on September 2, 2025 at 6:00 p.m. for the TH250 Road/Utility improvements; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

- B. Consider Street Maintenance Proposal:** David Haugen, Public Works Director, presented a DuraPatch street maintenance proposal to the city council. Director Haugen stated there are some upfront investment costs such as a custom hitch for the dump truck but stated there is a good chance to see benefit from implementing the maintenance program. Director Haugen recommended a one-week rental of the DuraPatch equipment from the City of Chatfield and Director Haugen would report back on the effectiveness of the trial. City Administrator Walbridge stated that adequate funds have been budgeted for in the Street Department as capital improvement funds for the past two years. Member Cullen expressed his approval of continued efforts to maintain city streets. Member Wade entered a motion to approve the one-week rental of the DuraPatch system; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

- C. Consider Bids for 1999 Sterling Truck:** After a roughly one-month period accepting sealed bids for the 1999 Sterling Cab and Chassis, three bids were received:

- \$6,183.00 bid from Riley Triggs
- \$608.00 bid from Don Doerr
- \$10,127.00 from the City of Chatfield

Member Bakke, liaison to the Lanesboro Fire Department, stated that the City of Chatfield's bid is in alignment with the department's expectation for a sale amount.

Member Wade entered a motion to accept the bid from the City of Chatfield and to have Attorney O'Koren and Administrator Walbridge draft and execute a purchase agreement; Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

- D. Resolution 2025-37 Certifying Unpaid Utility Charges:** Administrator Walbridge requested that charges that are three or more periods past due on a utility account be certified against the account holder's property taxes. Given due process in Minnesota statute and in city ordinance, the account holder had an opportunity to be heard. Amy Steinfeldt and Mason Eide addressed the city council and stated they have tried to keep up with payments, but payment sources have not worked out. Steinfeldt expressed frustration with the City's collection procedures. Administrator Walbridge explained that passing Resolution 2025-37 to certify the payment on property taxes still gives the account holder 30 days before anything would be certified for assessment.

Mayor Pearson entered a motion to table the discussion for one month. The motion died for lack of a second. Member Albrecht-Benson entered a motion to adopt Resolution 2025-37; Member Wade seconded the motion. Questions were answered regarding the certification process as well as how assessing charges may affect a contract for deed arrangement for the property owners. After discussion, members voted all in favor to adopt Resolution 2025-37.

- E. FY2026 Budget Workshop:** Administrator Walbridge explained that department managers are currently working on their initial budget proposals for FY2026. Administrator Walbridge suggested scheduling a budget workshop to discuss the budgetary process and to review capital improvement proposals from the department managers. Mayor Pearson entered a motion to have the city administrator schedule a city council budget workshop; Member Bakke seconded the motion. Motion carried with all in favor.

- F. Consider League of Minnesota Cities Annual Conference Reimbursement:** Mayor Pearson requested her lodging in the amount of \$222 be reimbursed for attending the League of Minnesota Cities Annual Conference. Member Albrecht-Benson entered a motion to table the request indefinitely; Mayor

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Pearson seconded the motion. In discussion, Mayor Pearson stated that she felt the request was appropriate since she represented the City by accepting the City of Excellence Award, made networking connections, and received other benefits on behalf of the city through attending the conference. Member Albrecht-Benson stated that the council did not request the conference and explained the importance of having the request submitted ahead of attendance. Following discussion, the motion to table indefinitely passed with Members Albrecht-Benson, Wade, and Bakke voting in favor of the motion; Members Cullen and Pearson voted against the motion.

Next Meeting: Monday, August 4, 2025 at 6:00 p.m.

Mayor Pearson adjourned the meeting at 8:05 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk