

**Lanesboro City Council
Regular Meeting Minutes
Monday, June 1, 2026 – 6:00 p.m.
Lanesboro City Council Chambers**

Present Members:

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

Staff:

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

Mayor Pearson called the regular meeting of the Lanesboro City Council to order at 6:00 p.m.

- A. Agenda Approval:** A motion was made by Member Wade to approve the agenda; Member Albrecht-Benson seconded the motion. All members voted in favor; motion carried.
- B. Public Comments:** Mayor Pearson made a public comment regarding the Minnesota Trout Unlimited Root River Habitat Project, stating that tree removal and tree replacement are both part of the project.
- C. Approval of Minutes:**

- a. Minutes of Regular Meeting, April 6, 2026
- b. Minutes of Regular Meeting, April 27, 2026

A motion was made by Member Wade to approve the minutes as presented; Member Albrecht-Benson seconded the motion. All members voted in favor; motion carried.

D. Consent Agenda:

- a. Accounts Payable
- b. Arbor Day Proclamation
- c. Approve Lanesboro Booster Club Gambling Permit
- d. Ratify Hire of Jaden Dahl, Seasonal Park Employee
- e. Resolution 2026-35 Accepting Donations to the Lanesboro Fire Department
- f. Street Closure Request – July 31, 2026 – Firemen’s Relief Association Street Dance

A motion was made by Member Albrecht-Benson to approve the Consent Agenda; Mayor Pearson seconded the motion. All members voted in favor; motion carried.

Mayor Pearson closed the meeting at 6:02 p.m. pursuant to attorney-client privilege to discuss active or pending litigation under Minn. Stat. §13D.05, Subd. 3(b). The City Council closed the meeting to discuss litigation strategies with legal counsel regarding a contract dispute with Sparrow Valley Properties LLC. A response from Sparrow Valley Properties LLC to the City’s complaint was received.

A motion was made by Member Albrecht-Benson to resume the open session; Member Wade seconded the motion. All members voted in favor; motion carried. The meeting resumed in open session at 6:22 p.m.

Department Reports

- A. Administration: City Administrator/City Clerk Mitchell Walbridge presented an administration update to the City Council.
- Administrator Walbridge completed 40 hours of continuing education at the 2026 MCFOA Minnesota Municipal Clerks Institute.
 - Legislation from the 2026 Minnesota legislative session was summarized.
 - Administration continues to pursue federal funding and Public Facilities Authority funds for the TH250 Road/Utility Project scheduled for 2027.

- Administration is approximately two-thirds complete in obtaining temporary construction easements for the TH250 Road/Utility Project.
- Administrative staff will be working on election administration, FY2027, and ordinance/policy updates in the coming months.

New Business

- A. Consider Request from Bluff Country Church:** The City received a request from Bluff Country Church to waive mobile food unit regulations, including licensing and vending location requirements, for a June 14 event in Sylvan Park. A motion was made by Member Albrecht-Benson to deny the request; Member Cullen seconded the motion. Members discussed the intent of the regulations and the importance of consistent enforcement. All members voted in favor; motion carried.
- B. Consider Public Utility Commission Recommendation for North Water Tower Rehabilitation Work Order:** The Public Utility Commission recommended that the City Council initiate a work order for maintenance and rehabilitation of the north water tower. The work order, submitted by Bolton & Menk, Inc., the City's engineering firm, is in a not-to-exceed amount of \$49,000. The scope includes facilitating the public bidding process and providing on-site construction supervision for the duration of the project.
A motion was made by Member Albrecht-Benson to approve City engagement of the work order; Member Bakke seconded the motion. All members voted in favor; motion carried.
- C. Consider Estimate from Durst Outdoor Services for Legion Alley Repair:** Following sewer line repair work in the alley behind the Lanesboro American Legion, Public Works recommended approval of an estimate from Durst Outdoor Services to install an asphalt patch at the work site. Two bids were obtained; Durst Outdoor Services submitted the lowest quote.
A motion was made by Member Wade to approve the quote from Durst Outdoor Services; Member Albrecht-Benson seconded the motion. All members voted in favor; motion carried.
- D. Consider Driftless Goat Company, LLC Agreement for Sylvan Park Hillside Project:** The Lanesboro Park Board recommended approval of a rental agreement with Driftless Goat Company LLC for vegetation management on the Ridgeview Hillside in Sylvan Park. Recent work was completed to eradicate invasive vegetation, including buckthorn.
City Administrator Walbridge asked the City Council to evaluate the minimal risk associated with goats in a public park, as well as the use of an electric fence in a public space.
A motion was made by Mayor Pearson to approve the rental agreement; Member Bakke seconded the motion. Members requested signage be posted around the work site to reduce any liability. All members voted in favor; motion carried.
- E. Consider Revolving Loan Fund Application – Bluffscape Amish Tours:** City Administrator Walbridge presented a revolving loan fund request for \$22,000 at two-percent interest over a seven-year term. The application was submitted by Bluffscape Amish Tours, now owned by Eric and Shayla Gehrke. Both the Loan Review Committee and the Lanesboro Economic Development Authority recommended approval.
A motion was made by Member Albrecht-Benson to issue the loan with the \$22,000 loan with a term of seven years and two-percent interest; Mayor Pearson seconded the motion. All members voted in favor; motion carried.
- F. Consider Adoption of Minnesota Records Retention Schedule:** City Administrator Walbridge explained that the City of Lanesboro does not have an officially adopted records retention schedule on file with the Minnesota Historical Society State Archives Department. He recommended adoption of the Minnesota General Records Retention Schedule for Cities established by the Minnesota Records Disposition Panel.
A motion was made by Member Wade to adopt City of Lanesboro Resolution 2026-34 Adopting the

Minnesota General Records Retention Schedule for Cities; Member Albrecht-Benson seconded the motion. All members voted in favor; motion carried.

- G. Discuss Managed IT and Cybersecurity Services:** City Administrator Walbridge requested that the City Council determine next steps for managed IT services and cybersecurity upgrades, as the City is currently lacking in these areas. Two proposals were presented: one from Marco and one from Coordinated Business Systems, Ltd.

Members requested additional time to review the proposals and obtain an evaluation from the League of Minnesota Cities Information Technology team. A motion was made by Member Bakke to table discussion until the July meeting; Member Albrecht-Benson seconded the motion. All members voted in favor; motion carried.

- H. Discuss City Website Project:** City Administrator Walbridge requested that the City Council review proposals for a new city website. The City must comply with Web Content Accessibility Guidelines (WCAG) Version 2.1, Levels A and AA, no later than April 26, 2028.

Administrator Walbridge noted that developing a new site will take time, vendors will become increasingly busy due to demand for compliance, and there is value in implementing a new website ahead of the TH250 Road and Utility Construction Project as a communication tool.

Upon review, members noted their preference for the thoroughness, cost, and local presence demonstrated by SMG Web Design.

A motion was made by Member Wade to engage with the SMG Web Design proposal, Option 2 in the proposal, which is a four-year agreement at \$1,800 per year; Member Bakke seconded the motion. All members voted in favor; motion carried.

Mayor Pearson adjourned the meeting at 7:18 p.m.

Respectfully submitted,

Mitchell Walbridge
City Administrator/Clerk