

I. CALL TO ORDER.

A regular meeting of the City Council of the City of Litchfield was held in the City Council Chambers at the City Hall on Tuesday, January 16, 2018, commencing at 5:30 p.m. Acting Mayor Dingmann called the meeting to order.

A. ROLL CALL:

Mayor	Keith Johnson	Excused
Council Member-at-Large	Ron Dingmann	Present
Council Member Ward I	Mike Boyle	Present
Council Member Ward II	Darlene Kotelnicki	Present
Council Member Ward III	Betty Allen	Present
Council Member Ward IV	Vern Loch, Jr.	Present
Council Member Ward V	Sara Miller	Present
City Administrator	Dave Cziok	Present
Assistant City Administrator	Joyce Spreiter	Present
Operations Coordinator	Mario Provencher	Present
Operations Engineer	Mike Geers	Present
City Attorney	Mark Wood	Present
Assistant City Engineer	Chuck DeWolf	Present
Independent Review	Amy Wilde	Present
KLFD	Tim Bergstrom	Present

II. CONSENT AGENDA -

Each item on the Consent Agenda was considered. No items were added or deleted.

A. COUNCIL MINUTES TO APPROVE:

1. City Council Meeting – January 2, 2018

B. FINANCIAL REPORTS TO APPROVE: None.

C. CLAIMS TO AUTHORIZE FOR PAYMENT –

1. Computer List of Bills for \$267,308.66

D. OTHER PAYMENTS: None.

E. ORDINANCES – SECOND READINGS: None.

F. LICENSES:

1. Sales on Public Property – Relay for Life

G. OTHER ROUTINE MATTERS: None.

H. COMMUNICATIONS TO REVIEW :

1. Minutes & Reports:
 - a. Planning Commission Minutes – January 8, 2018

After review, it was moved by Council Member Miller, seconded by Council Member Allen, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-1-11
APPROVING CONSENT AGENDA**

WHEREAS, the Consent Agenda has been assembled and presented, and

WHEREAS, all requests to have items removed have been duly noted,

NOW, THEREFORE, BE IT RESOLVED to approve the Consent Agenda as presented except for items, if any, which were requested to be removed for individual consideration.

Adopted by the City Council this 16th day of January 2018.

Approved:

Attest:

ACTING MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

III. TIMED ITEMS – None.

IV. ACKNOWLEDGEMENT OF AUDIENCE/PRESENTATIONS –

A. HIGH SCHOOL PARKS RESEARCH PRESENTATION –

Litchfield High School junior and senior students enrolled in the Innovation and Entrepreneurship class addressed the Council concerning a project that included improving the local parks. Concepts and recommendations were provided on updating the park system. The students were commended for their efforts. Students involved in developing “The Parks Project” included Mari Edwards, Naomi Saenz, Mya Fischer, Jesse Carlson, Courtney Anderson and Emily Farrow. The Council discussed financial impacts of improvements to the park system and the possibility of updating 2-3 parks a year. No formal action was taken.

V. COMMISSION RECOMMENDATIONS –

A. PLANNING COMMISSION

1. Conditional Use Request - By Richard Johanneck – 62824 250th St –

Council Member Boyle provided the findings and recommendations of the Planning Commission.

After review, it was moved by Council Member Boyle, seconded by Council Member Kotelnicki, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 18-1-10
GRANT CONDITIONAL USE PERMIT TO RICHARD JOHANNECK
FOR PROPERTY LOCATED AT 62824 250TH ST
TO BRING THE EXISTING MANUFACTURING USE ON THE PROPERTY INTO COMPLIANCE
WITH THE MEEKER COUNTY ZONING ORDINANCE
PROPERTY LOCATED WITHIN THE CITY’S
EXTRATERRITORIAL ADMINISTRATIVE AUTHORITY SUBDIVISION ZONING**

Resolution No. 18-1-10– Cont’d.

WHEREAS, the Planning Commission held a hearing on January 8, 2018, for a Conditional Use Permit request by Richard Johanneck to bring the existing manufacturing use on the property into compliance with the Meeker County Zoning Ordinance, property located at 62824 250th St which is within the City of Litchfield’s Extraterritorial Administrative Authority Subdivision Zoning, and

WHEREAS, the Litchfield Planning Commission has recommended that this Conditional Use Permit be granted, based upon the summation of the findings of facts, and be referred to the City Council for final action, and

WHEREAS, the City Council reviewed and modified the findings of facts as follows:

1. The use proposed is not detrimental to or will not endanger the public health, safety, comfort, convenience or general welfare of the County.
2. The use proposed will be harmonious with the general and applicable specific objectives of the County’s Comprehensive Land Use Plan and Ordinance.
3. The use proposed will be designed, constructed, operated and maintained to be compatible in appearance with the existing or intended character of the general vicinity and will not change the essential character of the area.
4. The use proposed will not be hazardous or disturbing to existing or future neighboring uses.
5. The use proposed will be served by essential public facilities and services or will be served adequately by such facilities and services provided by the persons or agencies responsible for the establishment of the proposed use:
 - a. Streets?
 Yes No NA
 - b. Police and fire protection?
 Yes No NA
 - c. Drainage structures?
 Yes No NA
 - d. Refuse disposal?
 Yes No NA
 - e. Water and sewer systems?
 Yes No NA
 - f. Schools?
 Yes No NA
6. The use proposed will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community.
7. The use proposed does not involve uses, activities, processes, materials, equipment and conditions of operation that will be detrimental to any persons, property or general welfare because of excessive production of traffic, noise, smoke, fumes, glare or odors.
8. The use proposed will have vehicular approaches to the property that do not create traffic congestion or interfere with traffic on surrounding public thoroughfares.
9. The use proposed will not result in the destruction, loss or damage of a natural, scenic or historic feature of major significance within the County.
10. The use proposed will not adversely affect the property values of the surrounding landowners to an unreasonable degree.

Resolution No. 18-1-10– Cont’d.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Litchfield that the request for a Conditional Use Permit be granted to Richard Johanneck for property located at 62824 250th St to bring the existing manufacturing use on the property into compliance with the Meeker County Zoning Ordinance, property of which is located within the City of Litchfield’s Extraterritorial Zoning Administrative Authority. The legal description of this property is:

Parcel No. 14-0150000 & 14-0154000

The East Half of the Southeast Quarter, Section 13, Township 119, Range 31, Meeker County, Minnesota, Excepting Therefrom:

EXCEPTION 1

That part of the East Half of the Southeast Quarter, Section 13, Township 119, Range 31, Meeker County, Minnesota, described as follows: Beginning at the southeast corner of said East Half of the Southeast Quarter; thence North 89 degrees 57 minutes 20 seconds West along the south line of said East Half of the Southeast Quarter, 590.00 feet; thence North 00 degrees 17 minutes 23 seconds East, parallel with the east of said East Half of the Southeast Quarter, 1164.00 feet; thence South 89 degrees 57 minutes 20 seconds East, parallel with said south line, 307.00 feet; thence North 00 degrees 17 minutes 23 seconds East, parallel with said east line, 277.00 feet; thence South 89 degrees 57 minutes 20 seconds East, parallel with said south line, 283.00 feet to said east line; thence South 00 degrees 17 minutes 23 seconds West along last said line, 1441.00 feet to point of beginning.

EXCEPTION 2 (per deed – doc No. 321320)

That part of the Southeast Quarter, Section 13, Township 119, Range 31, Meeker County, Minnesota described as follows: Beginning at a point on the south line of said Southeast Quarter, distant 590.00 feet west from the southeast corner of said Southeast Quarter; thence on an assumed bearing West, along the south line of said Southeast Quarter, a distance of 336.00 feet; thence on a bearing of North a distance of 232.67 feet; thence North 13 degrees 16 minutes 02 seconds East a distance of 100.00 feet; thence on a bearing of East a distance of 40.00 feet; thence on a bearing of North a distance of 30.00 feet; thence on a bearing of East a distance of 273.05 feet to the intersection with a line bearing North from the point of beginning; thence on a bearing of South, along last described line, a distance of 360.00 feet to the point of beginning.

EXCEPTION 3

The South 301.00 feet of the West 204.03 feet of the Southeast Quarter of the Southeast Quarter, Section 13, Township 119, Range 31, Meeker County, Minnesota.

Adopted by the City Council on this 16th day of January, 2018.

Approved:

Attest:

ACTING MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

VI. COMMITTEE REPORTS – None.

VII. LEGAL CONSIDERATIONS – None.

VIII. BUSINESS –

A. APPOINTMENTS TO MAKE

- 1. Heritage Preservation Commission
 - a. Meeker County Historical Society Representative
Recommendation: Sid Willson

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Allen, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 17-1-12
HERITAGE PRESERVATION COMMISSION APPOINTMENT**

WHEREAS, the Heritage Preservation Commission consists of one member of the City Council, one member of the Planning Commission, one member of the Meeker County Historical Society and four citizens of the City of Litchfield, and

WHEREAS, the Meeker County Historical Society recommends appointment of Sidney Willson to represent the Meeker County Historical Society on the Heritage Preservation Commission,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby appoints Sidney Willson to represent the Meeker County Historical Society on the Heritage Preservation Commission for a term through December 31, 2020.

Adopted by the City Council on this 16th day of January, 2018.

Approved:

Attest:

ACTING MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye, whereupon the resolution was declared adopted.

IX. ADDITIONAL ITEMS – None.

X. ANNOUNCEMENTS –

A. MNDOT –

An Open House is planned for 4 p.m. preceding the next council meeting on February 5th. MNDOT plans to review the findings on the 3rd Street RRF study.

XI. ADJOURNMENT –

The City Council meeting adjourned at 5:58 p.m. by unanimous consent.

Approved:

Attest:

ACTING MAYOR

ASSISTANT CITY ADMINISTRATOR