

**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 17, 2020, commencing at 5:30 p.m. Mayor Johnson called the meeting to order.

A. ROLL CALL:

Mayor	Keith Johnson	Present
Council Member-at-Large	Ron Dingmann	Present
Council Member Ward I	Eric Mathwig	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	Brent Schacherer	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 6, 2020

B. FINANCIAL REPORTS TO APPROVE: None.

C. CLAIMS TO AUTHORIZE FOR PAYMENT –

1. Computer List of Bills for \$252,472.94

D. OTHER PAYMENTS: None.

E. ORDINANCES – SECOND READINGS: None.

F. LICENSES:

1. Application for Lawful Gambling Permit – Litchfield Rotary Club

**CITY OF LITCHFIELD  
RESOLUTION NO. 20-1-12  
LAWFUL GAMBLING PERMIT FOR  
AN EXEMPT ORGANIZATION LITCHFIELD ROTARY CLUB**

**WHEREAS**, an application for a lawful gambling license exemption was considered from the Litchfield Rotary Club,

**NOW, THEREFORE, BE IT RESOLVED** to approve the application for an Exemption from a Lawful Gambling license for the Litchfield Rotary Club on April 6, 2020 at Litchfield Eagles Club, 389 South CSAH 34, Litchfield, and to direct submittal of a copy of this resolution with their application to the State Gambling Control Division.

Resolution No. 20-1-12– Cont’d.

Adopted by the City Council this 21st day of January, 2020.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR

G. OTHER ROUTINE MATTERS:

- 1. Employment Offer

**CITY OF LITCHFIELD  
RESOLUTION NO. 20-1-13  
EMPLOYMENT OFFER FOR  
TEMPORARY PART-TIME POSITIONS**

**WHEREAS**, the City needs employees for temporary part-time positions, and

**WHEREAS**, the funds to fill these positions were approved in the 2020 Budget, and

**WHEREAS**, the supervisors will adjust the wage schedule for 2020 temporary part-time employees to fill these positions, and

**NOW, THEREFORE, BE IT RESOLVED** by the Council of the City of Litchfield to offer 2020 temporary part-time employment with the City of Litchfield, to the following:

<u>Department</u>	<u>New Hires</u>
<u>Liquor Store</u>	Wanda Willner

Adopted by the City Council this 21st day of January, 2020.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR

H. COMMUNICATIONS TO REVIEW :

- 1. Minutes & Reports:
  - a. Planning Commission Minutes – January 13, 2020
- 2. Correspondence:
  - a. Meeker County Assessor – Local Board of Appeals and Equalization Training Requirements

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 20-1-17  
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 21st day of January, 2020.

Approved:

Attest:

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MAYOR

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ASSISTANT CITY ADMINISTRATOR

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

**III. TIMED ITEMS –**

**A. 5:30 P.M. PUBLIC HEARING – CONSIDER TOBACCO RELATED PRODUCTS ORDINANCE –**

This being the time, date and place set, with all notices published and posted as required by law, Mayor Johnson opened the public hearing at 5:31 p.m. to consider repealing Ordinance No. 631 and establishing Ordinance No. 793, Tobacco Related Products.

An attendance list is on file. There were no written comments.

Mayor Johnson outlined the public hearing process.

Mitch Elke, 640 Pleasant St., Dassel, MN 55325 - Owns the convenience store at 914 Sibley Ave., Litchfield; Expressed concern about the minimum retail requirements on cigars referring to Section 6. Prohibited Acts. Discussed the specific costs referenced in the proposed section of the ordinance. Concerned that this particular requirement would result in no cigar business in town, adding that it is a normal convenience store item anywhere. Questioned why the section needed to be in there now that the federal regulations have gone to 21.

Mayor Johnson inquired on selling cigars individually and costs. Elke responded with the costs associated.

Stacy Rotzien, 64444 CSAH 18, Darwin, MN 55324 – Supports Tobacco 21; Shared a personal experience with one of her kids; Stressed that if T21 had been in place prior it would have prevented her 18 year old son and friends from having the power to purchase from convenience stores; Concerned about the addiction at that age and the costs associated with the addiction.

Josh Keller, Litchfield Resident – Student Pastor of Cornerstone Church; Disclosed that he has not been a part of previous meetings on the topic where he thinks a lot of great information has been presented from adolescent brain development to all kinds of different types of evidence to say that this is a good thing to raise the age to 21; Stressed, as leaders of the community, the Council has the opportunity to make a legacy changing difference in the lives of young people adding they need leaders in their community, in their environment, fighting for the best possible future for them and that young people don’t always have the capacity to make the right decision.

Kelly Hansen, 711 E Lockerbie, Litchfield, MN – Shared that she saw her daughter’s presentation (on this topic) sitting next to a trophy from an FCCLA event. Her daughter and friend, Sydney Jackman, did a lot of studying, a lot of history on health reasons, and society reasons; Concerned that her daughter has had several friends, several encounters with vaping; Concerned that parents are spending thousands of dollars at clinics for counseling for kids that

are vaping; Stressed that it is huge problem in Litchfield and is not getting any easier or better for parents, for community leaders, or for anybody; Shared that the only downfall they talked about in their speech was money, adding that in both the previous meetings she attended the issue is money; Acknowledged she knows it takes money to run the City but encouraged finding different measures to get the money than tobacco.

Liz Heimer, American Lung Association – Was requested to speak on behalf of Public Health Educator Brett Nelson and Andrea Michaels; Thanked the Mayor and Council for starting the conversation last year and continuing it to help future generations; Although a lot has happened at the federal level (concerning T21), encouraged the Council to move forward with the ordinance; Stressed the importance including good housekeeping practices for local ordinances to reflect the law providing clear expectations for retailers to comply with the law rather than leaving it up to enforcement at the federal level; Other key benefits that expands upon T21 include maximizing the health benefits to provide further protection for youth; Thanked the Council once again for their due diligence to make the health of kids their priority during this vaping epidemic.

Rick Beecroft, 646 E 3<sup>rd</sup> Street, Litchfield, MN 55355 - General Manager for Speedway East (convenience store); Reiterated the federal government has already raised the age to 21 and applauded that; Agrees with the ordinance addressing the distance between retailers; Concerned about the age requirements of a clerk to sell, small employers have difficulty in finding help and the age restriction presents issues in hiring; Requested consideration to strike the section on cigar sales as Mitch Elke discussed.

Mayor Johnson closed the Public Hearing at 5:48 p.m.

Mayor Johnson discussed additional changes to the proposed tobacco. He discussed the impact of age requirements for selling licensed products. The Council reviewed the language included in the proposed ordinance. The Council felt that all ages selling have to be compliant with the law, noting that there are some adults who don't pass compliance checks.

After review, it was moved by Council Member Dingmann, seconded by Council Member Mathwig, to strike SECTION 3. LICENSE (K) Minimum clerk age from the ordinance. Upon roll call vote, all members present voted aye, whereupon the motion carried.

Mayor Johnson discussed eliminating SECTION 6. PROHIBITED ACTS (D) Cigars from the proposed ordinance. He explained that since the federal government has acted on Tobacco 21 (T21) there isn't the concern of someone under the age of 21 being impacted. The Council reviewed the language included in the proposed ordinance.

After review, it was moved by Council Member Mathwig, seconded by Council Member Miller, to strike SECTION 6. PROHIBITED ACTS (D) Cigars from the ordinance. Mitch Elke responded to an inquiry by Council Member Loch that there had been changes to the packaging of cigars due to taxing. Upon roll call vote, all members present voted aye, whereupon the motion carried.

Based upon the changes made, City Administrator Cziok recommended the Council continue the hearing to the next regularly scheduled meeting adding that the Council request the City Attorney update the proposed ordinance to reflect the changes that the Council made at this meeting. He explained the Council and public would be reviewing the actual proposed ordinance and a First Reading could be considered at that time.

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Allen, to continue the public hearing on February 3, 2020 to consider repealing Ordinance No. 631 and establishing Ordinance No. 793. Upon roll call vote, all members voted aye, whereupon the resolution motion carried.

#### **IV. ACKNOWLEDGEMENT OF AUDIENCE/PRESENTATIONS –**

A. DOG PARK –

Resident Janet Westrup addressed the Council concerning construction of a dog park. She informed the Council that there is growing interest in the community and there is a group committed to begin fundraising. Mayor Johnson explained the process that the group needs to follow and advised using the plan provided by City Administrator Cziok and schedule a meeting with him when there is something in place. He advised them to come up with a master plan and financing, including fundraising, to present to the Council for consideration at a later date.

After review, it was moved by Council Member Kotelnicki, seconded by Council Member Miller, to endorse the endeavors of pursuing a dog park in the community including development of a master plan, working with staff, and determining location and financing. Council Member Loch expressed concern about a financial commitment and inquired about the potential locations. Mayor Johnson clarified that there was no commitment at this time that he had just used \$100,000 with a match of \$50,000 for an example. Council Member Kotelnicki said the three potential properties include where it is currently located, the north 2/3 of Ness Park, and the Prairie Park area that was donated to the City. Upon roll call vote, all members present voted aye, whereupon the motion carried.

V. COMMISSION RECOMMENDATIONS –

A. PLANNING COMMISSION

1. Conditional Use Permit - By Gary & Catherine Irons at 809 South Gilman Ave –

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

After review, it was moved by Council Member Mathwig, seconded by Council Member Dingmann, to adopt the following:

**CITY OF LITCHFIELD  
RESOLUTION NO. 20-1-14  
GRANT CONDITIONAL USE PERMIT TO GARY & CATHERINE IRONS  
FOR PROPERTY LOCATED AT 809 SOUTH GILMAN AVENUE  
TO ALLOW RELOCATION OF AN ACCESSORY STRUCTURE ONTO THE  
PROPERTY**

**WHEREAS**, the Planning Commission held a hearing on January 13, 2020, on a Conditional Use Permit request by Gary & Catherine Irons, and

**WHEREAS**, the Litchfield Planning Commission, upon review of the findings of facts, as follows, has recommended that this conditional use be granted and they referred the application to the City Council for final action, and

**WHEREAS**, the request is to allow for a detached garage that is more than ten (10) years old to be moved onto the property, and

**WHEREAS**, the property is located at 809 South Gilman Avenue in the R-1 Residence District, and

**WHEREAS**, the structure to be moved is twenty-two (22) feet long by fourteen (14) feet wide and one story in height, and

**WHEREAS**, the Conditional Use Permit would conform to the conditions as outlined in the Zoning Ordinance, and

**WHEREAS**, the Conditional Use Permit would not have an adverse effect on the use, value or appearance, and of the uses already permitted in the area, and  
Resolution No. 20-1-14 – Cont’d.

**WHEREAS**, the Conditional Use Permit would not impede the normal and orderly development and improvement of the surrounding property, and

**WHEREAS**, the Conditional Use Permit would not be detrimental to the public welfare, safety, order, convenience, prosperity or general welfare of the community, and

**WHEREAS**, the Conditional Use Permit would have adequate utilities, access roads, drainage, parking and other facilities, and

**WHEREAS**, the Conditional Use Permit would not adversely affect the existing uses because of traffic generation, noise, glare, general unsightliness or other nuisance characteristics, and

**WHEREAS**, denying this Conditional Use Permit would not create a hardship for the use of the property, and

**WHEREAS**, the following conditions have been placed upon this Conditional Use Permit:

1. The structure must be in good repair and physical appearance. No holes, breaks, gaps, missing siding or shingles, chipped paint, overall deterioration or any other item that would be a violation of Litchfield’s property maintenance code.
2. The applicant must obtain a building permit prior to the structure being relocated to the property.
3. The applicant must make any repairs deemed necessary by the Building Official following his inspection.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Litchfield that the request for Conditional Use Permit be granted to Gary & Catherine Irons for property located at 809 South Gilman Avenue to allow relocation of an accessory structure, that is older than 10 years old, onto the property. The legal description of this property is:

Parcel No. 27-2199000,  
Lot 7, Block 2, Melodie Heights Second Addition  
City of Litchfield, Meeker County, Minnesota

Adopted by the City Council on this 21st day of January, 2020.

Approved:

Attest:

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MAYOR

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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. WOLD ARCHITECTS –

John McNamara, representing Wold Architects, outlined the process moving forward with community engagement concerning the Wellness/Recreation Center. He discussed establishing a stakeholder group along with a core planning group. The stakeholder group (steering committee) would consist of 15-20 members of the community and would be charged with getting feedback from the community. The core planning group would consist of 6-8 individuals and would be more focused on filtering the information from the steering committee to the Council. City Administrator Cziok explained that a list of potential candidates was provided to the Council for both committees, adding that the candidates were either provided by Council members or by administration through contact. He recommended Mayor Johnson and Council Member Kotelnicki take part in the candidate selection process along with participating in the stakeholder/steering committee group. He recommended that Council Members Loch or Mathwig, or both, take part in organizing the core planning group. Both Council Members Loch and Mathwig agreed to take part in organizing and participating in the core planning group.

After review, it was moved by Council Member Loch, seconded by Council Mathwig, to adopt the following

**CITY OF LITCHFIELD  
RESOLUTION NO. 20-1-18  
APPROVE COUNCIL COMMITTEE ASSIGNMENTS TO  
WELLNESS/RECREATION CENTER STAKEHOLDER (STEERING) GROUP  
AND CORE PLANNING GROUP**

**WHEREAS**, the Council approved a proposal from Wold Architects and Engineers to provide consulting services concerning community engagement and meeting timelines on a Wellness/Recreation Center, and

**WHEREAS**, John McNamara from Wold Architects and Engineers provided an outline on the community engagement process, and

**WHEREAS**, Wold Architects and Engineers recommend establishing a stakeholder (steering) group along with a core planning group as part of the community engagement process,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby approves Mayor Johnson and Council Member Kotelnicki be assigned to the candidate selection process and participation in the stakeholder (steering) group, and

**BE IT FURTHER RESOLVED** that the City of Litchfield hereby approves Council Members Loch and/or Mathwig be assigned to the candidate selection process and participation in the core planning group.

Adopted by the City Council this 21st day of January, 2020.

Approved:

Attest:

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MAYOR

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ASSISTANT CITY ADMINISTRATOR

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

In order to meet timelines, City Administrator Cziok recommended scheduling a special meeting on January 30, 2020 to consider a resolution in order to submit a formal request to the State legislature for a local option sales tax for the purpose of funding a wellness/recreation center. The Council determined by consensus that a special meeting of the Council be held on January 30, 2020 at 5:30 p.m.

**B. TOBACCO LICENSE –**

The Council reviewed the tobacco license from Litchfield Tobacco & Vape Outlet Inc. Concern was expressed on the prior violations. Concern was also expressed that the references provided were not from Meeker County which is required in the application. The Council discussed the proposed tobacco ordinance that is being considered and the impacts if any on the application process. Assistant City Attorney Rue provided clarification.

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 20-1-19  
DENYING CIGARETTE LICENSE APPLICATION  
LITCHFIELD TOBACCO & VAPE OUTLET INC.**

**WHEREAS**, the City received an application for a cigarette license from Litchfield Tobacco & Vape Outlet Inc., and

**WHEREAS**, a background check was completed and reviewed by the Council, and

**WHEREAS**, Section 111.17 of the City of Litchfield’s Tobacco Ordinance provides for the basis of denying a Tobacco application, and

**WHEREAS**, the Council identified findings of fact for denial of the application, and

**WHEREAS**, the Council found that the applicant fails to provide information required on the application in that the references provided were not from Meeker County,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby denies the cigarette license application from Litchfield Tobacco & Vape Outlet Inc. based on the findings of fact stated above along with prior violations found in the investigative report, and

**BE IT FURTHER RESOLVED** that the applicant is herewith given notice of the right to appeal to District Court.

Adopted by the City Council this 21st day of January, 2020.

Approved:

Attest:

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MAYOR

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ASSISTANT CITY ADMINISTRATOR

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

**C. GENERATION –**

Assistant City Engineer Chuck DeWolf reviewed the bidding results concerning the proposed 2019 Generation Improvement Project. He explained the bids were opened awhile back but they came in higher than anticipated therefore requiring further review. He said one reason for the higher costs attributes to the SCADA improvements necessary to merge systems with the Wastewater computer system. Another reason being the controllers in the existing (Cat) Units are obsolete and need to be updated as well. DeWolf added there is a potential cost savings of \$99,000 while still meeting the City’s goals that would be in the form of a change order.

City Administrator Cziok discussed the fundamentals of the proposed Memorandum of Understanding outlining the responsibilities of each party as it relates to this project. He outlined the cost apportionments for both the City and First District Association (FDA) and the reserved power allocations to FDA. He added consideration of the proposed agreement with FDA along with awarding bids for the Generation Phase II project will be included on the special meeting scheduled for January 30, 2020. No formal action was taken.

D. US HWY 12 PROJECT –

Assistant City Engineer Chuck DeWolf provided the feasibility report concerning the improvement of North Sibley Avenue from the intersection of Highways 12 & 22 to 4<sup>th</sup> Street, as part of the Trunk Highway (TH) 12 Reconstruction Project. He explained that there will be meetings with property owners prior to the public hearing. DeWolf outlined the proposed schedule and noted the improvement hearing on the proposed project is scheduled for March 2, 2020.

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 20-1-15  
ORDER PREPARATION OF REPORT ON  
TRUNK HWY (TH) 12 RECONSTRUCTION PROJECT**

**WHEREAS**, it is proposed to improve North Sibley Avenue from the intersection of Highways 12 & 22 to 4<sup>th</sup> Street, as part of the Trunk Highway (TH) 12 Reconstruction Project through the downtown area, by installing sanitary sewer and watermain and to assess the benefitted property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Litchfield, Minnesota, that the proposed improvement be referred to the City Engineer for study, who is instructed to report to the Council with all convenient speed advising the Council in a preliminary way as to whether the proposed improvement is necessary, cost effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the City Council this 21st day of January, 2020.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR

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

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

**CITY OF LITCHFIELD**

**RESOLUTION NO. 20-1-16  
RECEIVING FEASIBILITY REPORT AND CALLING HEARING ON THE  
TRUNK HWY (TH) 12 RECONSTRUCTION PROJECT**

**WHEREAS**, pursuant to resolution of the council adopted January 21, 2020, a report has been prepared by the City Engineer with reference to proposed TH 12 Sanitary Sewer & Watermain Improvements, including improvements to the following streets:

Sibley Avenue – Fourth Street to Commercial Street  
Depot Street – Sibley Avenue to Holcombe Avenue

and this report was received by the council on January 21, 2020, and

Resolution No. 20-1-16 – Cont’d.

**WHEREAS**, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LITCHFIELD, MINNESOTA:**

1. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$714,818.00.
2. A public hearing shall be held on such proposed improvement on the 2<sup>nd</sup> day of March, 2020, in the council chambers of the city hall at 5:30 p.m. and the Assistant City Administrator shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the City Council this 21st day of January, 2020.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR

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

**E. MUD VAC –**

City Administrator Cziok discussed the recommendation by City staff in purchasing mud vacuum equipment. The Council was reminded that this piece of equipment was included in the presentation in August of 2019 concerning equipment needs for 2019 and 2020. He explained the equipment is used within the public works department to excavate around and locate underground infrastructure including sewer, water, gas, electric and other purposes.

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 20-1-20  
AUTHORIZE PURCHASE OF VACUUM EQUIPMENT**

**WHEREAS**, City staff has been evaluating equipment needs for 2019-20, and

**WHEREAS**, City staff continues to strive to be more efficient, and

**WHEREAS**, City staff has recommended purchasing mud vacuum equipment for the public works department to locate underground infrastructure, and

**WHEREAS**, City staff has solicited quotes for said equipment, and

**WHEREAS**, the City received a quote from Vermeer/RDO Equipment Co. for a new 2019 McLaughlin Mud Vacuum in the amount of \$91,837.32, and

**WHEREAS**, the City received a trade-in allowance in the amount of \$11,000 for a 2007 Ring-O-Matic 550JetVac,

Resolution No. 20-1-20 – Cont’d.

**AND WHEREAS**, the Equipment Revolving Fund has sufficient funds to accommodate the purchase,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby approves purchasing a new 2019 McLaughlin Mud Vacuum less a trade in of a 2007 Ring-O-Matic 550JetVac in the amount of \$80,837.52 from Vermeer/RDO Equipment Co.

Adopted by the City Council this 21st day of January, 2020.

Attest:	Approved:
ASSISTANT CITY ADMINISTRATOR	MAYOR

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

**F. APPOINTMENTS TO MAKE –**

Heritage Preservation Commission – Two year term 2/1/2020 -12/31/2021  
or Three year term 2/1/2020 – 12/31/2022

1. Applicant: Rick Beecroft

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 20-11-21  
HERITAGE PRESERVATION COMMISSION APPOINTMENT**

**WHEREAS**, there is one term from February 1, 2020 until December 31, 2021 and one term from February 1, 2020 until December 31, 2022 open on the Heritage Preservation Commission, and

**WHEREAS**, these openings were advertised, and

**WHEREAS**, one application was received,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby appoints Rick Beecroft to the Heritage Preservation Commission for a term February 1, 2020 until December 31, 2022.

Adopted by the City Council this 21st day of January, 2020.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR

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

**IX. ADDITIONAL ITEMS – None.**

**X. ANNOUNCEMENTS – None.**

**XI. ADJOURNMENT –**

The City Council meeting adjourned at 7:19 p.m. by unanimous consent.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR