

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 Monday, February 3, 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
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. It was moved Council Member Kotelnicki, seconded by Council Member Allen to remove Item II.F.1. Licenses from the Consent Agenda for further discussion. (See Additional Items IX.A.) Upon roll call vote, all members present voted aye, whereupon the motion carried.

A. COUNCIL MINUTES TO APPROVE:

1. January 21, 2020
2. January 30, 2020

B. FINANCIAL REPORTS TO APPROVE: None.

C. CLAIMS TO AUTHORIZE FOR PAYMENT –

1. Computer List of Bills for \$959,167.14

D. OTHER PAYMENTS: None.

E. ORDINANCES – SECOND READINGS: None.

F. LICENSES:

1. Sales on Public Property –
 - a. Watercade
 - b. School of St. Philip

G. OTHER ROUTINE MATTERS:

1. Presidential Primary Election Judges

**CITY OF LITCHFIELD
RESOLUTION NO. 20-2-25
DATE, PLACE, AND JUDGES FOR
2020 PRESIDENTIAL PRIMARY ELECTION**

WHEREAS, the Presidential Primary Election will be held in the City of Litchfield, County of Meeker, State of Minnesota, on Tuesday, March 3, 2020,

NOW, THEREFORE, BE IT RESOLVED that the place of voting, the hours of voting, and judges appointed to serve are designated as follows:

Date: March 3, 2020

Place of Voting: Church of St. Philip – 821 E 5th Street

Hours of Voting: 7:00 A.M. to 8:00 P.M.

Judges: To serve from 6:15 A.M. to about 9:00 P.M. and others working until finished

Hourly Pay: Judges - \$11.00; Health Care Facility Judges - \$11.00; Head Judges - \$13.00;

JUDGES

Donna Becker	Judy Jones	Harriet Moir
Lori Boettcher	Joyce Kellogg	Nancy Nicklasson
Karin Brink	Faye Kjolsing	Judy Oestreich
Jo Carlson	Phyllis Kramb	Richard Pennertz
John Carlson	Joan Kreger	Brenda Rick
Barbara Caron	Virginia Latham	Susan Schrotberger
DiAnne Dingmann	Lil Madson	Joyce Spreiter
Karen Eberhard	Norma Marquardt	Lori Tierney
Harvey Graff	Ruth Massingham	Linnea Weida
Pat Hanson	Lottie McCormick	Donna Wendlandt
Mary Hendrickson	Connie Meyer	Ethel Young
Sandy Hickman	Irene Miller	Lois Yungk
Sylvia Johnson	Bruce Moir	

Adopted by the City Council this 3rd day of February, 2020.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

H. COMMUNICATIONS:

1. Minutes & Reports:
 - a. Litchfield Library Board – January 28, 2020

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

**CITY OF LITCHFIELD
RESOLUTION NO. 20-2-26
APPROVING CONSENT AGENDA**

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

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

Resolution No. 20-2-26– Cont’d.

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 3rd day of February, 2020.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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 (CONTINUED) – 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 closed the public hearing at 5:32 p.m.

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

**CITY OF LITCHFIELD
 RESOLUTION NO. 20-2-27
 FIRST READING FOR ORDINANCE NO. 793
 REPEALING ORDINANCE NO. 631
 AND ESTABLISHING ORDINANCE NO. 793
 CODIFIED ORDINANCES TITLE XI: BUSINESS REGULATIONS,
 CHAPTER 111: TOBACCO RELATED PRODUCTS**

WHEREAS, the Council reviewed the current Tobacco Ordinance, and

WHEREAS, the Council identified some necessary updates, and

WHEREAS, the Council held public hearings on April 1, 2019 and August 19, 2019 to consider different versions of the tobacco ordinance, and

WHEREAS, the Council continued the process of revising the tobacco ordinance based on community feedback, and

WHEREAS, on November 18, 2019 the Council reviewed a summary of proposed changes to the tobacco ordinance as discussed at the September 16, 2019 work session, and

WHEREAS, on December 16, 2019 the Council reviewed the latest version of the tobacco ordinance with final revisions determined at the November 18, 2019 Council meeting, and

Resolution No. 20-2-27– Cont’d.

WHEREAS, the Council held a public hearing on January 21, 2020 at City Hall, after due published and posted notice had been given as well as personal mailed notice to all license holders by the Assistant City Administrator, to consider repealing Ordinance No. 631 and establishing Ordinance No. 793 and all interested and affected persons were given the opportunity to voice their concerns and be heard, and

WHEREAS, the Council made additional changes to the proposed ordinance, and

WHEREAS, the Council continued the Public Hearing to February 3, 2020 due to the changes,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Litchfield that this be the First Reading of Ordinance No. 793, an ordinance regulating the possession, sale and consumption of tobacco and tobacco related devices and products within the City of Litchfield as amended by motion.

Adopted by the City Council this 3rd day of February, 2020.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

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

IV. ACKNOWLEDGMENT OF AUDIENCE/PRESENTATIONS – None.

V. COMMISSION RECOMMENDATIONS – None.

VI. COMMITTEE REPORTS –None.

VII. LEGAL CONSIDERATIONS – None.

VIII. BUSINESS –

A. PROPERTY OFFER –

City Administrator Cziok discussed an opportunity to purchase a property that has been one of the top 10 worst nuisance properties in the City. The City has worked with several different owners of the property for some time. Cziok said while there has been some compliance, the property is more than likely a hazard. He explained that the City owns vacant lots adjacent to this property and feels there is an opportunity in acquiring the property.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 20-2-28
AUTHORIZE PURCHASE OF PROPERTY – 1002 S. ARMSTRONG AVENUE**

WHEREAS, the City has been dealing with nuisance issues at 1002 S. Armstrong Avenue, and

Resolution No. 20-2-28– Cont’d.

WHEREAS, there has been some compliance with the property but there are still some outstanding issues, and

WHEREAS, the current owner has expressed interest in selling the property, and

WHEREAS, the City owns Parcel #27-2230000 and Parcel #27-2231000 which is vacant property adjacent to 1002 S. Armstrong Avenue, and

WHEREAS, City staff feels there may be an opportunity in acquiring 1002 S. Armstrong property, and

WHEREAS, City staff wishes to explore all options related to these properties including potential development opportunities, and

WHEREAS, City staff made an offer in the amount of \$29,000 to the existing landowner for the property located at 1002 S. Armstrong Avenue contingent on Council approval,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby authorizes purchase of property located at 1002 S. Armstrong Avenue in the amount of \$29,000 plus any additional fees incurred relating to purchase of said property.

Adopted by the City Council this 3rd day of February, 2020.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

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

IX. ADDITIONAL ITEMS –

- A. LICENSES (Removed from Consent Agenda (Item II.F.1) –
 - 1. Sales on Public Property – Watercade & School of St. Philip

Council Member Kotelnicki expressed concern on events being held in Central Park in 2020 due to the MnDOT Downtown Reconstruction project. It was noted that several other events had already changed locations. She asked if the applicants were aware and suggested City staff contact the applicants on the volume of usage they anticipated.

It was moved by Council Member Kotelnicki, seconded by Council Member Allen, to table the applications for 30 days allowing for City staff to contact the applicants on the usage they anticipate. Upon roll call vote, all members present voted aye, whereupon the motion carried.

X. ANNOUNCEMENTS –

- A. NEXT COUNCIL MEETING –
The next Council meeting will be held on Tuesday, February 18, 2020 due to Presidents’ Day.
- B. FIRE AND RESCUE CONTRACT HOLDERS MEETING –
Meeting at the Fire Hall on Wednesday, February 12 at 7:00 p.m.

February 3, 2020

XI. ADJOURNMENT –

The City Council meeting adjourned at 5:49 p.m. by unanimous consent.

Attest:

ASSISTANT CITY ADMINISTRATOR

Approved:

MAYOR