

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, March 18, 2019, 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
Parks Foreman/Arena Manager	Chadd Benson	Present
City Attorney	Mark Wood	Present
Assistant City Engineer	Chuck DeWolf	Present
Independent Review	Cam Bonelli	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 – March 4, 2019

B. FINANCIAL REPORTS TO APPROVE: None.

C. CLAIMS TO AUTHORIZE FOR PAYMENT –

- 1. Computer List of Bills for \$89,336.28

D. OTHER PAYMENTS:

- 1. 2017 Improvement Project

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-48
AUTHORIZE PAYMENT FOR THE
THE 2017 IMPROVEMENT PROJECT**

WHEREAS, a contract has been awarded for the above titled item, and

WHEREAS, recommendation has been made and is on file to approve this payment,

NOW, THEREFORE, BE IT RESOLVED to approve Final Payment for the 2017 Improvement Project totaling \$42,293.63 as attached and on file.

Adopted by the City Council this 18th day of March, 2019.

Resolution No. 19-3-48– Cont’d.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

E. ORDINANCES – SECOND READINGS:

- 1. Ordinance No. 794

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-43
SECOND READING OF ORDINANCE NO. 794
AMENDING THE ZONING ORDINANCE
154.011 BOUNDARIES OF OFFICIAL ZONING MAP, APPENDIX B - ZONING MAP
I-1 LIMITED INDUSTRIAL DISTRICT**

WHEREAS, a First Reading was given on March 4, 2019, Resolution No. 19-3-33,

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Litchfield that this be the Second Reading of Ordinance No. 794, amending Zoning Ordinance 154.011 Boundaries of Official Zoning Map, Appendix B - Zoning Map, and

BE IT FURTHER RESOLVED that this be entered into the Book of Ordinances as Ordinance No. 794, and into the Codified Ordinances of the City of Litchfield.

Adopted by the City Council this 18th day of March, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

F. LICENSES:

- 1. Sales on Public Property – Litchfield Public Schools - ECFE
- 2. Application for Lawful Gambling Permit - LAMP-Kinship

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-47
LAWFUL GAMBLING PERMIT FOR
AN EXEMPT ORGANIZATION LAMP-KINSHIP**

WHEREAS, an application for a lawful gambling license exemption was considered from the Litchfield Area Mentorship Program-Kinship (LAMP-Kinship),

NOW, THEREFORE, BE IT RESOLVED to approve the application for an Exemption from a Lawful Gambling license for the Litchfield Area Mentorship Program-Kinship (LAMP-Kinship) on April 12, 2019 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.

Adopted by the City Council this 18th day of March, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

- 3. Liquor/3.2 Percent Malt Liquor On-Sale License Application - Litchfield Fireman’s Relief

G. OTHER ROUTINE MATTERS: None.

H. COMMUNICATIONS TO REVIEW :

- 1. Minutes & Reports:
 - a. Personnel Committee Minutes - March 4, 2019
 - b. Planning Commission Minutes - March 11, 2019
 - c. Finance/Infrastructure Committee - March 12, 2019
 - d. Heritage Preservation Commission Minutes - March 14, 2019

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

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-52
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 18th day of March, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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. THE 150TH ANNIVERSARY OF LITCHFIELD –

Connie Lies, representing the 150th Anniversary of Litchfield Committee, addressed the Council with a request for the City to fund production of a book on the history of Litchfield. She explained that the Committee would like to add 50 more years to the book completed through 1969 to honor the 150th Anniversary of Litchfield. She said the Committee would like to order 150 books that cost approximately \$3,000.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-55
AUTHORIZE FUNDING 150TH ANNIVERSARY BOOKLET**

WHEREAS, this year marks the 150th Anniversary of the Litchfield, and

Resolution No. 19-3-55– Cont’d.

WHEREAS, the 150th Anniversary of Litchfield Committee wishes to produce a booklet on the history of Litchfield, and

WHEREAS, said Committee wishes to add 50 more pages to the original booklet produced in 1969, and

WHEREAS, said Committee is requesting the City fund the production of 150 books for approximately \$3,000, and

WHEREAS, Meeker County Historical Society will sell the books at a marked up price and reimburse the City for its cost,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby allocates up to \$3,000 for the production of booklets on the history of Litchfield which includes the original book produced in 1969 with the addition of 50 more years to honor the 150th Anniversary of Litchfield.

Adopted by the City Council this 18th day of March, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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

V. COMMISSION RECOMMENDATIONS –

A. PLANNING COMMISSION –

1. Variance Request - By Teri Jo & David Luedtke – 1009 N Sibley 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 Allen, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-45
GRANT VARIANCE TO TERI JO & DAVID LUEDTKE
FOR PROPERTY LOCATED AT 1009 N SIBLEY AVE**

WHEREAS, the Planning Commission held a hearing on March 11, 2019, on a request for a variance by Teri Jo & David Luedtke to allow a seven (7) foot variance to the maximum allowable sign height of an existing pole sign on the property at 1009 N Sibley Ave, and

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

WHEREAS, the variance is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan, and

WHEREAS, the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance, and

Resolution No. 19-3-45– Cont’d.

WHEREAS, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and

WHEREAS, the variance will not alter the essential character of the locality, and

WHEREAS, the purpose of the request is not solely financial, and

BE IT RESOLVED by the City Council of the City of Litchfield that a variance be granted to Teri Jo & David Luedtke at 1009 N Sibley Ave, to allow a seven (7) foot variance to the maximum allowable sign height of an existing pole sign on the property. Property legally described as:

Parcel No. 27-0293000

Lots Thirteen (13) and Fourteen (14), Lot One (1) less the West 39 feet thereof, Lot Two (2) less the West 39 feet thereof, the North 14 feet of Lot Twelve (12), the North 14 feet of Lot Three (3) less the West 39 feet thereof, all in Block Four (4) of the City of Litchfield according to the recorded plat thereof; also, all that portion of Section Two (2) and Eleven (11) of Township One Hundred Nineteen North (119N), Range Thirty-One West (31W) lying and being between that certain highway formerly known as State Highway No. 10 and the North boundary line of Lot One (1), less the West 39 feet thereof, and Lot Fourteen (14), Block Four (4) of the City of Litchfield, all according to the recorded plate thereof, all subject to those certain Highway Easements recorded in Book 107 of Miscellaneous Page 516, Book 22 of Miscellaneous Page 504 and Book 222 of Miscellaneous Page 631 in the office of the Register of Deeds in and for Meeker County, Minnesota.

All that part of Lots One (1), Two (2), Thirteen (13), Fourteen (14) and the North 14 feet of Lot Twelve (12), Block Four (4) of the City of Litchfield, according to the recorded plat thereof lying northeasterly of the first following described line and southwesterly of the second described line:

Line 1: Beginning at a point on the North line of Lot One (1), Block Four (4) of the City of Litchfield, 30 feet West of the Northeast corner thereof, thence Southeasterly to a point on the North line of Lot Twenty-eight (28), Block Ten (10), City of Litchfield, 50 feet West of the Northeast corner thereof and there terminating;

Line 2: Beginning at a point on the North line of Lot One (1), Block Four (4) of the City of Litchfield, 20 feet West of the Northeast corner thereof, thence running Southeasterly to a point on Lot Twenty-eight (28), Block Ten (10), City of Litchfield, 40 feet West of the Northeast corner thereof and there terminating.

Adopted by the City Council this 18th day of March, 2019.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

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

2. Variance Request – By Robert Richards at 708 W Crescent Ln –

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 Miller, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-46
GRANT VARIANCE TO ROBERT RICHARDS
FOR PROPERTY LOCATED AT 708 W CRESCENT LN**

WHEREAS, the Planning Commission held a hearing on Monday, March 11, 2019, on a request for a variance by Robert Richards to allow for a decrease in the rear yard setback of five (5) feet to allow for an addition on to the principal structure, and
Resolution No. 19-3-46– Cont’d.

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

WHEREAS, the variance is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan, and

WHEREAS, the property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance, and

WHEREAS, the plight of the landowner is due to circumstances unique to the property not created by the landowner, and

WHEREAS, the variance will not alter the essential character of the locality, and

WHEREAS, the purpose of the request is not solely financial, and

BE IT RESOLVED by the City Council of the City of Litchfield that a variance be granted to Robert Richards at 708 W Crescent Ln, allow for a decrease in the rear yard setback of five (5) feet to allow for an addition on to the principal structure. Property legally described as:

Parcel No. 27-1927000, Lot 15, Block 4, Crescent Park,
City of Litchfield, Meeker County, Minnesota

Adopted by the City Council this 18th day of March, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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

3. Conditional Use Request – By Charity Ross at 403 E 4th St –

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 Miller, to adopt the following:

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-44
GRANT CONDITIONAL USE PERMIT TO CHARITY ROSS
FOR PROPERTY LOCATED AT 403 E 4TH STREET
TO ALLOW LEVEL TWO HOME OCCUPATION**

WHEREAS, the Planning Commission held a hearing on March 11, 2019, for a Conditional Use Permit request by Charity Ross for property located at 403 E 4th Street, to allow a Level Two Home Occupation (cake and cupcake sales), and

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

WHEREAS, the Conditional Use Permit would conform to the conditions as outlined in the Zoning Ordinance, and
Resolution No. 19-3-44– Cont’d.

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

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,

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

1. The business shall operate entirely under the framework that the Applicant has provided. Any deviation from this shall require a CUP amendment.
2. Signage shall be limited to one (1) sign, no more than four (4) square feet in area.
3. Hours of operation shall be limited to 8:00 a.m. to 8:00 p.m. all days of the week.
4. Parking for the home occupation shall be provided in the driveway of the property.

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 Charity Ross for property located at 403 E 4th Street to allow for a Level Two Home Occupation (cake and cupcake sales). The legal description of this property is:

Parcel No. 27-1440000, South 137’ of Lot 5, Block 5, Crosby’s Additions,
City of Litchfield, Meeker County, Minnesota

Adopted by the City Council this 18th day of March, 2019.

Approved:

Attest:

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. **GOLF COURSE RATES** –

City Administrator Cziok outlined the proposed golf course membership and user rates for 2019. He said the rate adjustments average around a 4% increase across the board. He explained the structural changes to green fees in moving from weekday/weekend rates to peak/off-peak rates to better reflect play.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-49
ADOPT 2019 GOLF COURSE RATES/FEEES**

WHEREAS, the Council approves annual golf course membership rates and green fees, and

NOW, THEREFORE, BE IT RESOLVED to approve setting the following:

2019 Golf Course Rates & Fees

Green Fees:

	Off Peak	Peak
9 Holes	\$12.00	\$18.00
18 Holes	\$18.00	\$25.00
All Day Golf	\$25.00	\$32.00

Student Rate:

Age 10 to 18	\$5.00
Under 10	Free with Paid Adult

Cart Rentals:

	Off Peak	Peak
9 Holes	\$10.00	\$10.00
18 Holes	\$12.00	\$15.00
All Day Cart	\$15.00	\$20.00

Tournaments:

9 Holes	\$1,250.00
18 Holes	\$2,400.00
Full service	\$ 200.00
Extra Carts	\$ 33.00

Memberships:

Family & Couples	\$829.00
Single	\$699.00
Ages 23-29	\$559.00
Ages 18-22	\$269.00
High School Student	\$125.00
Middle School Student	\$75.00
Social Membership	\$100.00

Early Pay Incentives:

Single, Family & Couple Memberships	\$40.00 Discount if paid in full before April 15, 2019 And 2 Free Guest passes/cart included
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March 18, 2019

Single, Family & Couple Memberships 2 free guest passes if paid in full before May 13, 2019

Resolution No. 19-3-49– Cont’d.

Cart Options:

Private Cart Usage Fee	\$240.00
Cart Storage – Gas	\$170.00
Cart Storage – Electric	\$205.00
Seasonal Cart Rental	\$440.00

Additional Options:

USGA/MGA Handicap Fee	\$33.00
USGA/MGA Student Handicap Fee	\$10.00
Lower Locker Rental	\$45.00
Upper Locker Rental	\$35.00

Adopted by the City Council this 18th day of March, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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

B. ANNUAL TRANSFER –

City Administrator Cziok addressed the Council concerning the administrative policy regarding fund balances, philosophies on transfers, general fund transfer out history and the proposed transfers. He pointed out one change in the process in that the transfer to the golf course is coming from the liquor store and not from the general fund in 2018. Cziok said there is a small reduction in that transfer from previous years, although not performing to revenues he noted the fund remains stable. He added that the liquor store is a huge benefit to the community with a total transfer out of around \$180,000.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-50
PERMANENT FUND TRANSFER**

WHEREAS, from time to time, it is necessary to transfer money from one fund to another, and

WHEREAS, the City Council reviewed a proposed transfer summary,

NOW, THEREFORE, BE IT RESOLVED to make permanent transfers as listed on the transfer summary, a complete copy is on file and attached with the filing of this resolution.

Adopted by the City Council this 18th day of March, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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

C. INFRASTRUCTURE FOR CLOCKS –

Council Member Kotelnicki provided the HPC recommendations for the location of two historically correct clocks for downtown.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-53
APPROVE LOCATION FOR TWO CLOCKS DOWNTOWN ON SIBLEY AVENUE**

WHEREAS, MnDOT is proposing the US Highway 12/MN State Highway 22 Reconstruction Project which includes downtown, and

WHEREAS, HPC recommended placements of clock(s) downtown with conditions for Council consideration, and

WHEREAS, one condition is that the clock(s) are to be privately financed, and

WHEREAS, another condition includes a request that wiring, conduit, and cement should be provided by the City, and

WHEREAS, it would be more cost effective to add infrastructure for the placement of clock(s) to the project at this time rather than adding at a later date, and

WHEREAS, infrastructure associated with one clock is approximately \$1,000, and

WHEREAS, because of the sensitive timing staff requested MnDOT include an addendum for two clocks, and

WHEREAS, HPC recommends placement of clocks at 215 and 227 North Sibley Avenue,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves adding infrastructure for the placement of two historically correct clocks downtown at 215 and 227 North Sibley Avenue.

Adopted by the City Council this 18th day of March, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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

D. MNDOT COOPERATIVE AGREEMENT –

City Administrator Cziok explained that the Cooperative Construction Agreement with MnDOT is the latest version and Council approval is required in order to move forward with the project.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-51
APPROVING COOPERATIVE CONSTRUCTION AGREEMENT
MNDOT AGREEMENT NO. 1031692 (STATE PROJECT NO. 4704-89),
LITCHFIELD, MEEKER COUNTY, MINNESOTA**

IT IS RESOLVED, that the City of Litchfield enter into MnDOT Agreement No. 1031692 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the City to the State of the City’s share of the costs of grading, concrete and bituminous paving, lighting, signals, water main, sanitary sewer construction and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 12 City Trunk Highway No. 22 from 4th Street to Depot Street, on Trunk Highway No. 12 from Depot Street to Holcombe Avenue, on Trunk Highway No. 22 from Commercial Street to Depot Street, on 4th Street from Jewitts Creek to Sibley Avenue and on Holcombe Avenue from Depot Street to 1st Street within the corporate City limits under State Project No. 4704-89 (T.H. 12=12).

IT IS FURTHER RESOLVED that the Mayor and the Assistant City Administrator are authorized to execute the Agreement and any amendments to the Agreement.

Adopted by the City Council this 18th day of March, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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

E. PUBLIC WORKS LABOR/VACANCIES –

City Administrator Cziok addressed the Council concerning current vacancies within the Public Works Department. He explained the opportunity to develop a larger recruitment base with establishing the position of Parks Technician.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-54
APPROVE PARKS TECHNICIAN POSITION AND JOB DESCRIPTION**

WHEREAS, the City currently has three vacancies within the Public Works Department, and

WHEREAS, City staff has reviewed the organizational needs, and

WHEREAS, City staff believes it is in the best interest to advertise several positions and develop as large of pool as possible, and

WHEREAS, City administration has developed a new position of Parks Technician,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves the Parks Technician position and job description.

Adopted by the City Council this 18th day of March, 2019.

Approved:

Attest:

Resolution No. 19-3-54– Cont’d.

MAYOR

ASSISTANT CITY ADMINISTRATOR

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

F. POLICE CIVIL SERVICE COMMISSION –

City Administrator Cziok explained that back in 2015 the City discovered a conflict between City ordinances, Police Civil Service procedures, union contracts and State Statutes relating to disciplinary procedures within the Police Department. He said changes need to be made and recommended the Council form a task force that can provide options on how to proceed moving forward.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 19-3-56
ESTABLISHING TASK FORCE TO PROVIDE OPTIONS CONCERNING
POLICE CIVIL SERVICE COMMISSION PROCEDURES**

WHEREAS, the City has a Police Civil Service Commission, and

WHEREAS, a conflict relating to disciplinary procedures was discovered between City ordinances, Police Civil Service procedures, union contracts and State Statutes in 2015, and

WHEREAS, some of the grievance language problems were eliminated with the newest police contract but others still exist, and

WHEREAS, City administration recommends forming a task force consisting of one member of the Police Civil Service Commission, two Council Members, one of which being a member of the Personnel Committee, to look at changes and options for consideration,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby establishes a task force to look at changes and provide options for Council consideration moving forward, and

BE IT FURTHER RESOLVED that Council Members Loch and Mathwig, along with Police Civil Service Commissioners Larson and Richards be appointed to serve on said task force.

Adopted by the City Council this 18th day of March, 2019.

Approved:

Attest:

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. **WORK SESSION** –

The Council held a work session following the Council Meeting to provide a cemetery update concerning the presentation by the Cemetery Advisory Committee at the last Council meeting and to continue the strategic planning process. A summary of the work session is on file. No formal action was taken.

XI. ADJOURNMENT –

The City Council meeting adjourned at 6:09 p.m. by unanimous consent.

Attest:

ASSISTANT CITY ADMINISTRATOR

Approved:

MAYOR