

**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 19, 2018, 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	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
Parks Foreman/Arena Manager	Chadd Benson	Present
Assistant City Attorney	Rebecca Rue	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 – March 5, 2018

B. FINANCIAL REPORTS TO APPROVE: None.

C. CLAIMS TO AUTHORIZE FOR PAYMENT –

1. Computer List of Bills for \$78,528.95

D. OTHER PAYMENTS: None.

E. ORDINANCES – SECOND READINGS: None.

F. LICENSES:

1. Sales on Public Property
  - a. School of St. Philip
2. Liquor/3.2 Percent Malt Liquor On-Sale License Application – Litchfield Fireman’s Relief Association

G. OTHER ROUTINE MATTERS: None.

H. COMMUNICATIONS TO REVIEW:

1. Minutes & Reports:
  - a. Planning Commission Minutes – March 12, 2018

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-45  
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 19th day of March, 2018.

Approved:

Attest:

\_\_\_\_\_  
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. FIRE AND RESCUE ANNUAL REPORTS –**

Fire Chief Gilbertson provided his annual report to the Council. He discussed the efforts to keep the annual costs to townships level. He explained that several pieces have been paid off early including both Fire and Rescue Squad equipment allowing for future planning. Gilbertson discussed future equipment needs included in a 5 year capital plan which has been shared with City Administrator Cziok and the townships. He said discussions with the townships included replacement of what he referred to as a rural pumper truck in 2019, possibly not taking delivery of it until 2020. Gilbertson said that replacement of SCBA tanks were also included in the capital plan and after further review of needs it was determined that due to the age and condition the SCBA tanks be replaced now and the truck be put off. He estimated costs to be \$80,000 and said that there is room in the budget to take care of around 75% of the costs due to paying off some of the equipment early. Rescue Chief Bollin provided his annual report to the Council. He said long term equipment needs include replacement of the LR3 due to it being over capacity. He discussed the number and types of calls and said the responses are consistent over the past few years. Bollin provided information concerning the training and fundraising activities of the Rescue Squad. The Council commended the Fire and Rescue Departments for their services.

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-38  
APPROVE 2018 FIRE AND RESCUE SERVICE CONTRACTS**

**WHEREAS**, governmental units who contract with the City of Litchfield for Fire and Rescue Service met informally on February 22, 2018, with Litchfield Fire and Rescue Service personnel to consider 2017 annual reports, estimated 2018 billings (which are on file), present and future needs of the departments, and

**WHEREAS**, the contract holders were able to express any concerns, and

Resolution No. 18-3-38– Cont’d.

**WHEREAS**, 2018 Fire and Rescue Squad Contracts were distributed and are expected to be executed and returned after the townships have their annual meetings later in March,

**NOW, THEREFORE, BE IT RESOLVED** to approve the 2018 Fire and Rescue Service contracts and billings, and

**BE IT FUTHER RESOLVED** to direct the Mayor and Assistant City Administrator to sign said contracts on behalf of the City of Litchfield.

Adopted by the City Council this 19th day of March, 2018.

Approved:

Attest:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
ASSISTANT CITY ADMINISTRATOR

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

**B. U.S. AQUATICS –**

City Administrator Cziok addressed the Council concerning a long term plan for Memorial Park to include an outdoor pool concept along with a splashpad. He discussed Council authorization for administration to meet with USAquatics to develop that concept along with authorization to meet with school officials. He said administration had positive dialog with the school and added that there was consensus reached with the group in that the School District needs are difficult for the City of Litchfield to meet because the school has outside needs above and beyond the recreation center and fieldhouse. Cziok commented that the City can support the school by trying to keep taxes low and added that existing staff takes it seriously in the annual budget process in keeping taxes low. He said that the visuals provided by USAquatics which were included in the Council packet are conceptual at this point only. City Administrator Cziok explained that the concept includes developing Memorial Park as a regional destination and is leveraging what exists there now, accounts for the splashpad, and contemplates what could exist with the outdoor pool. He said that there are other community wants identified including a concession stand, lake rentals and shelters.

Tom Schaffer of U.S. Aquatics provided financials for the outdoor pool concept at Memorial Park and outlined base project costs, project costs with alternatives, and estimated operational revenue and operating costs. He discussed how the projections for revenue were determined along with the 30 years of data collected in estimating expenses. Council Member Boyle expressed concern that there were no debt service numbers provided. It was noted that debt service numbers haven’t been explored yet by staff. Mr. Schaffer provided detail on the components included in the conceptual drawing. Council Member Dingmann inquired as to whether or not the pool and splashpad would work well together. Schaffer responded in his experience they do work well together and added the mechanical room can service both if located close to one another. Council Member Miller inquired as to whether other outdoor pools have been built next to lakes and beaches if there were any issues with lake water and sand. Schaffer responded that the filtration system would take care of those issues.

Dick Carlson, Litchfield resident, said while he is in favor of a facility as such for the community, expressed concern that no depreciation was included and questioned chemical costs, along with a cover not included. Tom Schaffer responded there is not depreciation factored into the capital costs but the costs are relative and comparables were done from similar facilities around the area. Mayor Johnson inquired about covering the pool. Schaffer said that covers can be a liability if someone were to get trapped at night. He explained pool water needs to breath and a lot of recovery of the water is at night.

City Administrator Cziok said again this is conceptual and does not come with any recommendation to move forward with it. He did recommend taking some time now in reaching out for feedback from the community and if consensus can be built on this concept. He said the splashpad location is something that needs to be decided. Cziok informed the Council that he had discussions with Litchfield Rotary and they are supportive with moving the splashpad provided it stays somewhere in Memorial Park and that the location would be suitable in the event it was not paired with the pool. He discussed a potential location to be the area that sits between the volleyball court and the existing playground and is probably about the closest the City can fit that makes sense long term with or without a pool. Council Member Dingmann inquired as to whether the pool facility could be covered at a later date. Tom Schaffer responded that is always a possibility and feels the biggest cost would be to make the bathhouse facility year around. He said the orientation of the two bodies of water would have to change as well and things would have to be put in place now including footings.

The Council discussed options on informing and engaging the community on the outdoor pool concept. City Administrator Cziok recommended waiting two weeks and that staff would report back the best way to engage with the public. It was moved by Mayor Johnson, seconded by Council Member Kotelnicki, that staff report back ways to engage with the public on the outdoor pool concept along with staff coming back with options for the splashpad location. City Administrator Cziok explained that the Council will also be considering splashpad bids at that time and a change order may be required due to a change in location. Council Member Boyle expressed concern that in less than a month the Council has gone from discussing a health and wellness center to an outdoor pool, which he added, that to him, is a major leap. He said he was pleased to see the dialog reported with the partners with the school district. Boyle thinks that if the City moves ahead with the outdoor pool that may have significant ramifications to the School District because of comments the City has heard concerning year around facilities. He commented that Litchfield Rotary met their goals and he would be opposed about anything holding up the splashpad project. He also expressed concern that the City did not have complete numbers with debt service provided which could have annual impacts between \$280,000 and 300,000. Council Member Boyle explained that he was reluctant to vote in favor of putting the information out there because he doesn't think the City has all of the facts present yet. Mayor Johnson responded that he didn't think anyone on the Council was not supportive of the splashpad moving forward. Upon roll call vote, all members present voted aye with the exception of Council Members Boyle and Loch voting nay, whereupon the motion was declared adopted.

City Administrator Cziok informed the Council that Representative Urdahl had called and shared that several communities were seeking funds through the bonding bill for indoor recreational opportunities. Cziok explained that the majority of the work had been completed by U.S. Aquatics by the time he received the phone call. He felt it was worth exploring the possibility of covering the facility and would like to get that information back to the Council in some kind of format by the next meeting. He recommended continuing exploration of both projects, noting that the City would need a significant amount of funds from the bonding authority for the indoor/outdoor concept. Although both he and Representative Urdahl were skeptical about the success of receiving funds, they felt it would be in the best interest of the City of Litchfield to be included if other cities are requesting. He recommended the Council entertain a resolution for administration to continue working with Tom (USAquatics) on an indoor/outdoor concept.

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-47  
AUTHORIZING ADMINISTRATION TO CONTINUE WORKING WITH  
USAQUATICS TO DEVELOP AN INDOOR-OUTDOOR POOL FACILITY CONCEPT**

**WHEREAS**, the Council authorized administration to work with USAquatics to figure out a concept to include an outdoor pool and splashpad at the lake, and

**WHEREAS**, USAquatics presented a concept at the March 19, 2018 Council meeting, and

**WHEREAS**, administration was contacted by Representative Dean Urdahl about potential funding of an indoor recreational facility through the bonding bill, and

**WHEREAS**, although administration and Representative Urdahl are skeptical about the success of receiving funds they feel it would be in the best interest of the City of Litchfield to be included if other communities are requesting, and

**WHEREAS**, administration recommends continuing with the outdoor pool concept in conjunction with developing an indoor-outdoor pool facility concept,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby authorizes administration to continue working with USAquatics in developing an indoor-outdoor pool facility concept for state bonding purposes.

Adopted by the City Council this 19th day of March, 2018.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR

Upon roll call vote, all members present voted aye with the exception of Council Member Boyle voting nay, whereupon the resolution was declared adopted.

C. AMERICAN LEGION PRESENTATION –

David Jutz, representing the American Legion, addressed the Council concerning a proposal to construct a shelter at Memorial Park to accommodate Legion Club picnics, community and family events, along with various Watercade and Wintercade activities. He acknowledged the difficulties of the proposal in light of all of the other concepts discussed prior to his presentation. He asked for feedback concerning the proposal as to whether or not they should continue planning. The Council, by consensus, were supportive of the proposal but agreed under the circumstances with the outdoor pool concept and splashpad relocation, additional planning was necessary on the part of the City to make sure it fits in long term. It was moved by Mayor Johnson, seconded by Council Member Kotelnicki, that Legion representatives continue discussions with administration concerning the proposal to construct a shelter at Memorial Park. Upon roll call vote, all members present voted aye, whereupon the motion was declared adopted.

D. LITCHFIELD DOWNTOWN COUNCIL –

John Braun, representing the Litchfield Downtown Council, addressed the Council concerning the recent decision made on lighting for downtown associated with the proposed downtown reconstruction project by MnDOT scheduled for 2020. He explained the Litchfield Downtown Council is a non-profit organization formed to represent property and business owners in the Historic District of Litchfield. He commented that the individual buildings aren't entered on the registry but the entire district is registered on the National Register of Historic Places. Braun expressed concern that the cobra lights chosen by the Council are not consistent with historic downtown. He questioned the Council's response to the position of the Heritage Preservation Commission (HPC) in that they had voted in favor of acorn or 5-globe decorative lights. Council Member Kotelnicki responded that the HPC had voted twice for the 5-globe decorative lights. Mayor Johnson responded that the Council made the decisions to go with the less expensive cobra lighting and added that it did meet the requirements. John Braun noted that the City made the investment in acorn lights at City Hall. He encouraged the Council to reinvest in the downtown and to revisit the decision made to go with cobra lighting rather than acorn or 5-globe and look at it as a long term investment.

Mayor Johnson made a motion to revisit the decision the Council made voting for cobra lights over 5-globe or acorn lights. He questioned whether or not another public hearing could be held concerning the issue. City Administrator Cziok discussed time constraints with providing a notice of public hearing and when municipal consent needed to be provided to MnDOT. He recommended that the issue be discussed under the business section of the next agenda and that the Litchfield Downtown Council provide information to include in the agenda so that the public is aware of what they are requesting. Mayor Johnson amended his motion to include a timeframe of revisiting in 2 weeks. Council Member Kotelnicki seconded Mayor Johnson’s motion. Council Members Dingmann and Miller expressed concern about the other constituents that they represent and the reason in choosing the less expensive lights were because of the decision and costs associated with the traffic signal. Council Member Loch said he was in favor of the cobra lighting long before because he likes the continuity since cobra lights will already be located on the corners and consistent to the area. Upon roll call vote, all members present voted aye with the exception of Council Members Dingmann, Boyle and Loch voting nay, whereupon the motion was declared adopted.

Litchfield Resident Jan Fawcett encouraged the Council to revisit the decision for cobra lights rather than decorative lights for the Downtown Historic District. She spoke about other projects that have received support and have been improvements to the community and encouraged the City support the Downtown Historic District and make it more attractive to visitors. No additional action was taken.

**V. COMMISSION RECOMMENDATIONS –**

**A. PLANNING COMMISSION –**

Council Member Boyle informed the Council that Commissioner Asmus agreed to Chair the Planning Commission and Commissioner Flaata agreed to be the representative to the Heritage Preservation Commission. He provided the findings and recommendations of the Planning Commission.

- 1. Conditional Use Request - By Casey’s General Store – 527 East Depot Street –

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-37  
GRANT VARIANCE TO CASEY’S RETAIL COMPANY  
FOR PROPERTY LOCATED AT 527 EAST DEPOT STREET**

**WHEREAS**, the Planning Commission held a hearing on March 12, 2018, on a request for a variance by Casey’s Retail Company to allow additional signs and additional sign square footage, and

**WHEREAS**, the Litchfield Planning Commission, upon review of their summation of the findings of facts 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

Resolution No. 18-3-37– Cont’d.

**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 Casey’s Retail Company at 527 East Depot Street, to allow four additional signs and 108.335 square feet of additional sign square footage. Property legally described as:

Lots One (1), Two (2), Three (3), and Six (6), and the vacated alley between said Lots all in Block One (1), Angier’s Addition to the City of Litchfield, except State Trunk Highway 12, all in Meeker County, Minnesota.

Adopted by the City Council this 19<sup>th</sup> day of March, 2018.

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. 2018 STREET PROJECTS –

Assistant City Engineer Chuck DeWolf addressed the Council concerning street projects proposed for 2018 including overlay projects and a proposed frontage road extending from CSAH 34 east to the existing frontage road in front of the AmericInn.

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-46  
AUTHORIZE THE PREPARATION OF PLANS AND SPECIFICATIONS  
FOR THE FRONTAGE ROAD AND 2018 OVERLAY IMPROVEMENTS**

**WHEREAS**, the Council has approved a Capital Improvement Plan, and

**WHEREAS**, City staff has identified city funded and state aid funded overlay projects to be considered for 2018 for the purpose of extending the life of the streets which is included in the Capital Improvement Plan, and

**WHEREAS**, development of a frontage road has been a topic of Council discussion since the community continues expansion to the east, and

**WHEREAS**, ETC Enterprises, Inc. (the Developer) is in the process of constructing three townhouse complexes, and

**WHEREAS**, the City Council authorized an Improvement Agreement with ETC Enterprises, Inc. (the Developer) outlining responsibilities of the City and the Developer as a step toward development of a frontage road, and

Resolution No. 18-3-46– Cont’d.

**WHEREAS**, the proposed frontage road would extend from CSAH 34 east to the existing frontage road in front of the AmericInn, and

**WHEREAS**, it was agreed upon that the City would be responsible for financing and constructing a public road through this property provided right of way agreements could be reached with surrounding properties, and

**WHEREAS**, all three property owners have consented to granting the City the required easement to construct the road,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Litchfield hereby authorizes preparation of plans and specifications for the Frontage Road as outlined above and for the 2018 Overlay Improvements.

Adopted by the City Council this 19<sup>th</sup> day of March, 2018.

Approved:

Attest:

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MAYOR

\_\_\_\_\_  
ASSISTANT CITY ADMINISTRATOR

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

**B. ANNUAL TRANSFER –**

City Administrator Cziok discussed the annual process and the transfer history which remains to be historically consistent, along with desired minimum/maximum operating balances. He said once again revenues exceeded expenditures resulting in excess operating fund dollars that can be transferred to other funds to enhance operations of the City. Cziok stated excess dollars are a tribute to staff from a couple different perspectives. One perspective is through the budgeting process by budgeting conservatively with revenues and conservatively with expenditures. He said staff continues to develop efficiencies and short cuts to get the work done. He added he tributes staff in spending based on needs and not on wants. City Administrator Cziok said this allows the Council a lot of flexibility to accomplish moving forward in the future without impacting taxes. He outlined the permanent fund transfer recommendations by administration. He discussed the transfer from the General Fund to the Capital Equipment Revolving Fund in the amount of \$200,000 to accommodate the purchases as outlined at the last Council meeting and in consideration of the equipment purchases at tonight’s meeting. Cziok explained that amount would most likely be for the purpose of purchasing a dump truck and is not intended to be revolved back since the budget doesn’t have the room to pay some of those purchases back.

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-39  
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.

Resolution No. 18-3-39– Cont’d.

Adopted by the City Council this 19<sup>th</sup> day of March, 2018.

Approved:

Attest:

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MAYOR

\_\_\_\_\_  
ASSISTANT CITY ADMINISTRATOR

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

C. EQUIPMENT –

City Administrator Cziok addressed the Council concerning consideration of quotes and bids received on replacement of equipment as authorized at the previous Council meeting.

1. Cemetery Mower/Deck –

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-40  
AUTHORIZE PURCHASE OF A CEMETERY MOWER AND DECK**

**WHEREAS**, City staff has been evaluating equipment needs for 2018, and

**WHEREAS**, City staff has recommended purchasing a mower and deck for the cemetery, and

**WHEREAS**, the following quotes were received complying with the request for quotes:

	<u>Net Bid</u>
Haug Implement Co. Litchfield, MN	\$10,825.00
State Contract: MN Turf Maintenance Equip (PG 0B)	\$14,147.60

**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 cemetery mower and deck in the amount of \$10,825.00 from Haug Implement Co. of Litchfield, MN.

Adopted by the City Council this 19<sup>th</sup> day of March, 2018.

Approved:

Attest:

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MAYOR

\_\_\_\_\_  
ASSISTANT CITY ADMINISTRATOR

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

2. S450 Bobcat/Angle Broom Attachment –

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-41  
AUTHORIZE PURCHASE OF S450 BOBCAT AND ANGLE BROOM ATTACHMENT**

**WHEREAS**, City staff has been evaluating equipment needs for 2018, and

**WHEREAS**, City staff has recommended purchasing one new S450 Bobcat and angle broom attachment for snow removal of downtown and other sidewalks, and

**WHEREAS**, the City received a bid from Farm-Rite Equipment of Dassel, MN through state bid pricing, 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 one new S450 Bobcat and angle broom attachment in the amount of \$35,458.90 through the state bid contract from Farm-Rite Equipment of Dassel, MN.

Adopted by the City Council this 19th day of March, 2018.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

\_\_\_\_\_  
MAYOR

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

3. Flatbed/Dump F550 Truck –

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-42  
AUTHORIZE PURCHASE OF ONE FLATBED/DUMP F550 TRUCK**

**WHEREAS**, City staff has been evaluating equipment needs for 2018, and

**WHEREAS**, City staff has recommended purchasing a Flatbed/Dump F550 Truck for the Street Department, and

**WHEREAS**, the following quotes were received complying with the request for quotes:

	<u>Net Bid</u>
Atwater Ford Atwater, MN	\$45,014.00
State Contract C-111	\$44,307.00

**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 one F550 Truck in the amount of \$45,014.00 from Atwater Ford of Atwater, MN, and

**BE IT FURTHER RESOLVED** that the City Council of the City of Litchfield hereby approves purchasing a dump body and electric hoist in the amount of \$15,353.00 from Towmaster Truck Equipment of Litchfield, MN.

Adopted by the City Council this 19th day of March, 2018.

Approved:

Attest:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
ASSISTANT CITY ADMINISTRATOR

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

4. 2 Transit Cargo Vans –

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-43  
AUTHORIZE PURCHASE OF TWO TRANSIT CARGO VANS**

**WHEREAS**, City staff has been evaluating equipment needs for 2018, and

**WHEREAS**, City staff has recommended purchasing two Transit Cargo Vans for the Water/Wastewater Departments, and

**WHEREAS**, the following quotes were received complying with the request for quotes:

	<u>Net Bid</u>
Holt Motors Cokato, MN	\$28,023.00
State Bid: CV58 Contract #134734	\$27,580.92

**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 two 2018 Transit 250 Cargo Vans in the amount of \$28,023.00 from Holt Motors of Cokato, MN.

Adopted by the City Council this 19th day of March, 2018.

Approved:

Attest:

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MAYOR

\_\_\_\_\_  
ASSISTANT CITY ADMINISTRATOR

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

5. Flatbed/Dump F550 Truck –

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

**CITY OF LITCHFIELD  
RESOLUTION NO. 18-3-44  
AUTHORIZE PURCHASE OF ONE FLATBED/DUMP F550 TRUCK**

**WHEREAS**, City staff has been evaluating equipment needs for 2018, and

**WHEREAS**, City staff has recommended purchasing a Flatbed/Dump F550 Truck for the Electric Department, and

**WHEREAS**, the following quotes were received complying with the request for quotes:

	<u>Net Bid</u>
Atwater Ford Atwater, MN	\$45,164.00
State Contract C-111	\$44,307.00

**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 one F550 Truck in the amount of \$45,164.00 from Atwater Ford of Atwater, MN, and

**BE IT FURTHER RESOLVED** that the City Council of the City of Litchfield hereby approves purchasing a dump body and electric hoist in the amount of \$19,398.00 from Towmaster Truck Equipment of Litchfield, MN.

Adopted by the City Council this 19th day of March, 2018.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

\_\_\_\_\_  
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 7:38 p.m. by unanimous consent.

Attest:

Approved:

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ASSISTANT CITY ADMINISTRATOR

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MAYOR