

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, July 1, 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. An application for a Sale on Public Property was added to the list for consideration under Item F.2. No items were deleted.

A. COUNCIL MINUTES TO APPROVE:

1. June 17, 2019

B. FINANCIAL REPORTS TO APPROVE: None.

C. CLAIMS TO AUTHORIZE FOR PAYMENT –

1. Computer List of Bills for \$10,325,325.23

D. OTHER PAYMENTS: None.

E. ORDINANCES – SECOND READINGS: None.

F. LICENSES:

1. Lawful Gambling Permit – Church of St. Philip –

**CITY OF LITCHFIELD
RESOLUTION NO. 19-7-104
LAWFUL OFF-SITE GAMBLING PERMIT FOR
CHURCH OF ST. PHILIP**

WHEREAS, an application for a lawful off-site gambling license was considered from the Church of St. Philip,

NOW, THEREFORE, BE IT RESOLVED to approve the application for an a lawful off-site gambling license for the Church of St. Philip on September 8, 2019 at St. Philip Parish Hall, 821 E 5th St., Litchfield, and to direct submittal of a copy of this resolution with their application to the State Gambling Control Division.

Resolution No. 19-7-104– Cont’d.

Adopted by the City Council this 1st day of July, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

2. Sales on Public Property – Meeker County Historical Society, Kiwanis of Litchfield and Watercade

3. 3.2 Percent Malt Liquor On-Sale License – St. Philips Church

G. OTHER ROUTINE MATTERS: None.

H. COMMUNICATIONS:

1. Minutes and Reports:

a. Historic Preservation Commission Minutes – June 24, 2019

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

**CITY OF LITCHFIELD
RESOLUTION NO. 19-7-105
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 1st day of July, 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. ACKNOWLEDGMENT OF AUDIENCE/PRESENTATIONS –

A. LITCHFIELD FIREMEN’S RELIEF ASSOCIATION –

Fire Chief Gilbertson presented a donation in the amount of \$9,500 to the City towards the purchase of a new compressor relating to new self-contained breathing apparatuses (SCBA’s).

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

**CITY OF LITCHFIELD
RESOLUTION NO. 19-7-106
ACCEPT DONATION FROM
LITCHFIELD FIRE DEPARTMENT**

WHEREAS, the Litchfield Fire Department has identified equipment needs, and

WHEREAS, the Litchfield Fire Department recommended replacing the self-contained breathing apparatuses (SCBA’s) and the air compressor, and

WHEREAS, the Litchfield Fire Department received two quotes for the air compressor with one vendor offering a computerized piece of equipment, and

WHEREAS, the Litchfield Fire Relief Association committed to fundraising to participate in \$6,000 of the increased costs for the computerized air compressor, and

WHEREAS, the Litchfield Fire Relief Association received donations from Central Counties Co-op Cenex along with the American Legion and VFW from the Wintercade event,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby accepts the donation from the Litchfield Fire Relief Association, Central Counties Co-Op Cenex, and Wintercade (American Legion and VFW) in the amount of \$9,500 towards the air compressor for the Litchfield Fire Department.

Adopted by the City Council this 1st day of July, 2019.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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

B. SAFE ROUTES TO SCHOOL/MEEKER COUNTY TRAILS –

Matt Johnson, Mid-Minnesota Development Commission, provided a report concerning the Safe Routes to School initiative. He informed the Council that Beckie Simenson, Litchfield Superintendent of Schools, along with a task force, assisted in development of a Minnesota Department of Transportation (MnDOT) planning grant. The plan identifies areas of concern and includes recommendations on implementing safe routes to school such as sidewalks, cross walk markings and speed radar signs to slow traffic down. Johnson also spoke about support of the Meeker County Trails plan by stakeholders. He explained that having a Safe Routes to School plan and a Meeker County Trails plan in place can serve as a foundation for grant funding available to take care of some of the issues identified. He emphasized that these are plans and will require the assistance of engineering professionals. Johnson outlined another movement in greater Minnesota called Active Living Transportation planning which would be more comprehensive for the community.

It was moved by Council Member Kotelnicki, seconded by Council Member Allen, to authorize Region 6E (Mid-Minnesota Development Commission) to put together a proposal for providing an Active Living Transportation plan including a scope of services, chapters and price and bring it back to Council in October. Upon roll call vote, all members present voted aye, whereupon the motion carried.

V. COMMISSION RECOMMENDATIONS –

A. HERITAGE PRESERVATION COMMISSION -

Council Member Kotelnicki discussed the brochures provided to the Council concerning the Historic Litchfield Downtown Walking Tour. She explained how to access the tour by using a smart phone to scan the QR Code on the back of the brochure. She also discussed the driving tours for the 150th year anniversary of the City of Litchfield. Kotelnicki added that there will be a musical performance of “Litchfield is Our Home” scheduled at the Litchfield Opera House on June 9th celebrating the City’s 150th year anniversary. No formal action was taken.

VI. COMMITTEE REPORTS – None.

VII. LEGAL CONSIDERATIONS – None.

VIII. BUSINESS – None.

IX. ADDITIONAL ITEMS – None.

X. ANNOUNCEMENTS –

A. WORK SESSION –

The Council held a work session following the Council Meeting to review the steps taken so far and the goals moving forward concerning a wellness/recreation center. A summary of the work session is on file. No formal action was taken.

XI. ADJOURNMENT –

The City Council meeting adjourned at 6:08 p.m. by unanimous consent.

Attest:

ASSISTANT CITY ADMINISTRATOR

Approved:

MAYOR