

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 Tuesday, February 18, 2025, commencing at 5:30 p.m. Mayor Dingmann called the meeting to order.

A. ROLL CALL:

Mayor	Ron Dingmann	Present
Council Member-at-Large	Malinda Larson	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	John Carlson	Excused
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	Emily Wood	Present
City Engineer	Chuck DeWolf	Present
Litchfield Rail	Brent Schacherer	Present
KLFD	Tim Bergstrom	Present

B. PLEDGE OF ALLEGIANCE

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 – February 3, 2025

B. FINANCIAL REPORTS TO APPROVE:

- 1. Electronic and Wire Transfer Report

C. CLAIMS TO AUTHORIZE FOR PAYMENT:

- 1. Computer List of Bills for \$841,557.35

D. OTHER PAYMENTS:

- 1. Airport Terminal Building Rehabilitation Project –

**CITY OF LITCHFIELD
 RESOLUTION NO. 25-2-48
 AUTHORIZE PAYMENT NO. 3
 FOR THE AIRPORT TERMINAL BUILDING REHABILITATION 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 that the City Council of the City of Litchfield hereby approves Payment No. 3 for the Airport Terminal Building Rehabilitation project totaling \$15,342.26 as attached and on file.

Adopted by the City Council this 18th day of February, 2025.

Approved:

Attest:

ASSISTANT CITY ADMINISTRATOR

MAYOR

2. LARC Pay Requests –

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-46
AUTHORIZE PAYMENTS FOR LARC PROJECT**

WHEREAS, contracts have been awarded for the above titled item, and

WHEREAS, recommendation has been made and is on file to approve these payments,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves the following payments for the LARC project totaling \$346,870.41 as attached and on file:

Kraft Mechanical LLC/Invoice 38062 in the amount of \$129,675.00

Ebert Inc. dba Ebert Companies/Invoice No. 5 in the amount of \$101,204.57
(Contract #SC-523046C-002)

Electrical Production Services/Invoice No. 23113 in the amount of \$30,012.40

Commercial Drywall, Inc../Invoice No. 2025112013869 in the amount of \$23,254.10

Ebert Inc. dba Ebert Companies/Invoice No. 3 in the amount of \$59,541.84
(Contract #SC-523046C-004)

High Performance Coatings, Inc./Invoice No. 1 in the amount of \$3,182.50

Adopted by the City Council this 18th day of February, 2025.

Approved:

Attest:

ASSISTANT CITY ADMINISTRATOR

MAYOR

E. ORDINANCES – SECOND READINGS: None.

F. LICENSES:

1. Sales on Public Property – Litchfield Watercade

G. OTHER ROUTINE MATTERS: None.

H. COMMUNICATIONS TO REVIEW :

1. Minutes & Reports:

a. Planning Commission Minutes – February 10, 2025

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

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-56
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 February, 2025.

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 – None.

V. COMMISSION RECOMMENDATIONS –

A. PLANNING COMMISSION –

1. Site Plan Review & Variance Request – By First District Association at 101 S. Swift Avenue –

Mayor Dingmann provided the findings and recommendations of the Planning Commission.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-47
GRANT SITE PLAN AND VARIANCE APPROVAL FOR SILO AL LEY EXPANSION
PROJECT TO FIRST DISTRICT ASSOCIATION FOR PROPERTY LOCATED AT 101
SOUTH SWIFT AVENUE**

WHEREAS, the Applicant is requesting site plan approval and two variances for an expansion project that includes a building addition and the installation of 15 silos, and

WHEREAS, the Planning Commission reviewed the requests and held the public hearing on February 10, 2025 for site plan review and two variances by First District Association, and

WHEREAS, the property is located at 101 South Swift Avenue, in the I-2 General Industry District, and

WHEREAS, the project includes a 3,185 square foot building addition and the installation of 15 new silos, to the west of the existing silos; and

WHEREAS, the new addition will have exterior finishes to match the existing structures on site and the proposed silos will match the existing silos; and

WHEREAS, no additional parking is required by the project; and

WHEREAS, the site plan complies with all zoning requirements of the I-2 District, except for the items for which the two variances have been requested; and

WHEREAS, the site plan is consistent with the Comprehensive Plan; and

WHEREAS, the project includes the following variance requests:

1. A variance of 3 feet, to allow a building height of 43 feet, where 40 feet is the maximum allowable height.
2. A variance of 29 feet, to allow a west setback of 72 feet for the silos, where 101 feet is required.

WHEREAS, the variances are in harmony with the general purposes and intent of the ordinance; and

WHEREAS, the variances are 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 variances will not alter the essential character of the locality; and

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


WHEREAS, the Litchfield Planning Commission, upon review of the findings of fact, has recommended that the site plan and variances be approved and they referred the application to the City Council for final action; and

BE IT RESOLVED by the City Council of the City of Litchfield grants site plan and variance approval at 101 South Swift Ave., subject to the following conditions:

1. Detailed construction plans for the project shall be submitted for review and approval prior to construction. Construction shall adhere to the site plan submitted with this application.
2. The plans indicate that no new impervious surface will be added. Existing drainage patterns and discharge locations shall be maintained.
3. A Stormwater Pollution Prevention Plan shall be submitted for the project.
4. All appropriate permits shall be obtained for the project and copies submitted to the City.
5. The plan shows a stormwater pipe extending beneath the proposed building. This will need to be approved through the plumbing permit process with DOLI. It should be noted that storm sewer pipes surcharge during large rain events.
6. Please verify if there is a stormwater pipe conflict between the new storm sewer proposed from MH 3 to the existing structure and the existing storm sewer line that extends east and west.
7. All utility requirements associated with new expansion shall be coordinated with the City well in advance of the expansion.

8. The four additional trees shall be planted as shown on the site plan by June 1, 2026, and shall meet minimum size requirements prescribed within the Zoning Ordinance at the time of planting. The tree at the intersection of Swift & Darwin must be moved outside of the clear vision triangle.

Property legal description is attached.

 <p>Exhibit A</p>	<p>ALTA Commitment for Title Insurance</p> <p>ISSUED BY</p> <p>First American Title Insurance Company</p> <p>File No: 1514400</p>
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Commitment No.: 1514400

The Land referred to herein below is situated in the County of Meeker, State of MN, and is described as follows:

TRACT A

Parcel 1

That part of Commercial Street (now vacated) and that part of Ramsey Avenue (now vacated), and Block 73 all in Weisel’s Addition to the City of Litchfield, according to the plat thereof as recorded and on file in the office of the County Recorder of Meeker County Minnesota, and that part of the Southeast Quarter, Section 11, Township 119 North, Range 31 West, Meeker County, Minnesota, described as follows: Commencing at the intersection of the north line of said Commercial Street with the East line of said Ramsey Avenue; thence on an assumed bearing of South 00 degrees, 01 minutes 09 seconds East along the East line of said Ramsey Avenue, a distance of 7.91 feet to the point of beginning of the parcel herein described; thence South 73 degrees 06 minutes 01 seconds East, a distance of 5.92 feet; thence northeasterly deflecting to the left 90 degrees, a distance of 110.35 feet to the Northerly line of the Tract described in [Book 630 of Deeds, pages 743-745](#), as of public record, Meeker County, Minnesota; thence South 72 degrees 56 minutes 01 seconds East, along last said line 276.51 feet to its intersection with the West line of Sibley Avenue; thence South 0 degrees 44 minutes 49 seconds East, along last said line 176.89 feet to the Southeast corner of said Block 73; thence South 89 degrees 16 minutes 50 seconds West along the South line of said Block 73, a distance of 339.35 feet to its intersection with the centerline of said Ramsey Avenue; thence North 0 degrees 01 minutes 09 seconds West along said centerline of Ramsey Avenue, 169.06 feet to its intersection with a line bearing North 73 degrees 06 minutes 01 seconds West from the point of beginning; thence South 73 degrees 06 minutes 01 seconds East, 36.58 feet to the point of beginning.

Parcel 2

Lots 1, 2, and 3 and the North 2.5 feet of Lot 4, Block 77, of Weisel’s Addition to the City of Litchfield

Parcel 3

Lots 15, 16, and the South 15 feet of Lot 17, Block 77, Weisel’s Addition to the City of Litchfield

Parcel 4

The North 10 feet of Lot 17 and all of Lots 18, 19 and 20, Block 77, Weisel’s Addition to the City of Litchfield

Parcel 5

Lots 21, 22, and 23, Block 77, Weisel’s Addition to the City of Litchfield

Parcel 6

Lots 24, 25, and the South One Half of Lot 26, Block 77, Weisel’s Addition to the City of Litchfield

Parcel 7

Lots 27, 28, and the North Half of Lot 26, Block 77, Weisel’s Addition to the City of Litchfield

Parcel 8

Lot 1, Block 75, Weisel’s Addition to the City of Litchfield

Parcel 9

This page is only a part of a 2016 ALTA® Commitment for Title Insurance issued by First American Title Insurance Company. This Commitment is not valid without the Notice; the Commitment to Issue Policy; the Commitment Conditions; Schedule A; Schedule B, Part I-Requirements; Schedule B, Part II-Exceptions.

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Resolution No. 25-2-47 – Cont’d.

Lot 2, Block 75, Weisel’s Addition to the City of Litchfield

Parcel 10

Lot 3, Block 75, Weisel’s Addition to the City of Litchfield

Parcel 11

Lot 4, Block 75, Weisel’s Addition to the City of Litchfield

Parcel 12

The East 50 feet of Lots 5, 6, and 7, Block 75, Weisel’s Addition to the City of Litchfield

Parcel 13

Lots 5, 6, and 7, Block 75, Weisel’s Addition to the City of Litchfield, excepting therefrom the East 50 feet of said Lots 5, 6, and 7

Parcel 14

Lot 8 and the North 20 feet of Lot 9 of Block 75, Weisel’s Addition to the City of Litchfield

Parcel 15

The South 30 feet of Lot 9, and the North 35 feet of Lot 10, Block 75, Weisel’s Addition to the City of Litchfield

Parcel 16

Lot 11 and the South 15 feet of Lot 10, Block 75, Weisel’s Addition to the City of Litchfield

Parcel 17

Lot 12, Block 75, Weisel’s Addition to the City of Litchfield

Parcel 18

Lot 13, Block 75, Weisel’s Addition to the City of Litchfield

Parcel 19

Lot 14, Block 75, Weisel’s Addition to the City of Litchfield

Parcel 20

Lots 1, 2, 3, 4, and the West 40 ft of Lot 5 all in Block 71, Weisel’s Addition to the City of Litchfield

Parcel 21

All of Lot 6 and the East 10 feet of Lot 5, Block 71, Weisel’s Addition to the City of Litchfield

Parcel 22

Lots 7 and 8 of Block 71, Weisel’s Addition to the City of Litchfield

Parcel 23

Lots 9 and 10, excepting therefrom the East 60 feet, Block 71, Weisel’s Addition to the City of Litchfield and including the South 10 feet of the vacated East/West alley abutting above property

Parcel 24

The East 60 feet of Lots 9 and 10 of Block 71, Weisel’s Addition to the City of Litchfield and also the South half of the vacated alley abutting upon said East 60 feet of said Lot 9, Block 71

Parcel 25

Lots 1, 2, 3, 4, 5, 6, 7, and 8, Block 72, Weisel’s Addition to the City of Litchfield together with the vacated alley between said lots, vacated by that certain Resolution of the Common Council of the Village of Litchfield, filed for record in the office of the Register of Deeds of Meeker County, Minnesota, on May 13, 1936 and recorded in [Book 199, page 463](#); Also the West Half of the North-South vacated alley in Block 72 and the East Half of vacated Miller Avenue lying between

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Blocks 71 and 72, vacated by Resolution dated April 3, 1961, recorded in [Book 340 of Misc., page 217](#).

Parcel 26

Lots 9 and 10, less the South 80 feet thereof, Block 72, Weisel’s Addition to the City of Litchfield

Parcel 27

The North 30 feet of the South 80 feet of Lots 9 and 10 and all of Lots 11, 12, and 13 excepting the South 50 feet thereof, Block 72, Weisel’s Addition to the City of Litchfield

Parcel 28

The South 50 feet of Lots 9, 10, 11, 12, and 13, Block 72, Weisel’s Addition to the City of Litchfield

Parcel 29

Lots 1, 2, 3, and 4, Block 76, Weisel’s Addition to the Village of Litchfield

Parcel 30

Lots 5, 6, and 7, Block 76, Weisel’s Addition to the City of Litchfield

Parcel 31

Lots 8, 9, and 10, Block 76, Weisel’s Addition to the City, formerly Town and Village of Litchfield

Parcel 32

Lots 11, 12, 13, and 14, Block 76, Weisel’s Addition to the City of Litchfield

Parcel 33

Lots 22 and 23, less the north 20 feet of the West 20 feet of Lot 23, Block 76, Weisel’s Addition to the City of Litchfield

Parcel 34

Lots 24, 25, and 26, Block 76, Weisel’s Addition to the City of Litchfield

Parcel 35

Lots 27 and 28, Block 76, Weisel’s Addition to the City of Litchfield

Adopted by the City Council this 18th day of February, 2025.

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. LARC –

City Administrator Cziok explained that the City continues to work with DEED in getting a grant agreement issued for the LARC appropriations. The Council previously authorized Resolutions No. 24-6-107 and 24-6-108 approving the grant applications and funding sources, however with the project changed, DEED would like to see the amount of non-state dollars match the project budget instead of just the match as originally shown. He recommended repealing Resolutions No. 24-6-107 and 24-6-108 and adopting new resolutions with the acceptable language to meet the expectations of DEED.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-49
SPECIAL APPROPRIATION APPLICATION**

BE IT RESOLVED that the City of Litchfield act as the legal sponsor for the project contained in 2020 Capital Improvement Appropriation entitled Litchfield Wellness Center; and

BE IT FURTHER RESOLVED that the City of Litchfield has the legal authority to receive financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration; and

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the development proposal are committed to the project identified; and

BE IT FURTHER RESOLVED that the City of Litchfield has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice; and

BE IT FURTHER RESOLVED that upon approval of its development proposal by the state, the City of Litchfield may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that the City of Litchfield certifies that it will comply with all applicable laws and regulation as stated in all contract agreement; and

BE IT FURTHER RESOLVED that the non-DEED source(s) of funds identified in the sources and uses outline in the application total the amount of \$7,989,483 and are committed and adequate to fully fund or provide the match for the project identified in the application; and

BE IT FURTHER RESOLVED that any source(s) of the Applicant’s fund(s) to fully fund the project shall be from the Infrastructure-LARC account which has an adequate amount of funds to cover the commitment,

NOW, THEREFORE BE IT RESOLVED that Mayor and Assistant City Administrator are hereby authorized to execute such agreements as are necessary to implement the project(s) on behalf of the City of Litchfield.

Adopted by the City Council this 18th day of February, 2025.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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

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

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-50
SPECIAL APPROPRIATION APPLICATION**

BE IT RESOLVED that the City of Litchfield act as the legal sponsor for the project contained in 2023 Capital Improvement Appropriation entitled Litchfield Wellness Center; and

BE IT FURTHER RESOLVED that the City of Litchfield has the legal authority to receive financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration; and

BE IT FURTHER RESOLVED that the sources and amounts of the local match identified in the development proposal are committed to the project identified; and

BE IT FURTHER RESOLVED that the City of Litchfield has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice; and

BE IT FURTHER RESOLVED that upon approval of its development proposal by the state, the City of Litchfield may enter into an agreement with the State of Minnesota for the above-referenced project(s), and that the City of Litchfield certifies that it will comply with all applicable laws and regulation as stated in all contract agreement; and

BE IT FURTHER RESOLVED that the non-DEED source(s) of funds identified in the sources and uses outline in the application total the amount of \$256,404 and are committed and adequate to fully fund or provide the match for the project identified in the application; and

BE IT FURTHER RESOLVED that any source(s) of the Applicant’s fund(s) to fully fund the project shall be from the Infrastructure-LARC account which has an adequate amount of funds to cover the commitment,

NOW, THEREFORE BE IT RESOLVED that Mayor and Assistant City Administrator are hereby authorized to execute such agreements as are necessary to implement the project(s) on behalf of the City of Litchfield.

Adopted by the City Council this 18th day of February, 2025.

Attest:

Approved:

ASSISTANT CITY ADMINISTRATOR

MAYOR

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

B. CIVIC ARENA FLOOR REPLACEMENT –

City Engineer DeWolf provided the results of the request for bids relating to the Civic Arena Floor Replacement Project including Alternate No. 1 relating to the replacement of the dasher board system.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-52
APPROVE CIVIC ARENA FLOOR REPLACEMENT BID AND
ALTERNATE BID FOR NEW DASHER BOARD SYSTEM**

WHEREAS, the Civic Arena floor is in need of replacement and is included in the CIP; and

WHEREAS, the scope of the project includes the replacement of the concrete floor and associated refrigeration piping along with an alternate to replace the dasher board system; and

WHEREAS, the Council authorized bidding for the Civic Arena Floor Replacement project and dasher board system; and

WHEREAS, the following bids were received:

<u>Civic Arena Floor Replacement</u>	<u>Base Bid</u>	<u>Alternate 1</u> (Dasher Boards)	<u>Net Bid</u>
Modern Mechanical Ice Systems	\$1,140,910.00	\$205,715.00	\$1,346,625.00
Total Mechanical Services, Inc.	\$1,446,914.00	\$195,000.00	\$1,641,914.00

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves the base bid for the Civic Arena Floor Replacement project from Modern Mechanical Ice System in the amount of \$1,140,910.00 and Alternate 1 for the New Dasher System from Modern Mechanical Ice Systems in the amount of \$205,715.00.

Adopted by the City Council this 18th day of February, 2025.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

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

C. G.A.R. HALL –

Council Member Larson discussed the need to replace the fire detection system at the G.A.R. Hall that is no longer working. She outlined the process involved beginning with getting approval from the Council for the expense followed by getting approval from HPC and SHPO. Council Member Kotelnicki disagreed stating that the process should start with HPC and SHPO. She felt that the bids received may not be acceptable to SHPO because of the historic status of the building and wanted to see a timeline for the process. City Administrator Cziok discussed the process and shared that Mike Geers had been in contact with SHPO.

Meeker County Historical Society Representative Connie Lies explained that since the City owned the building, Meeker County Historical Society couldn't apply for a grant for funding. She said the City does not need an historic architect. She explained that the fire detection service is all wireless. Connie Lies shared that the City would need to have a letter of agreement with SHPO, adding it doesn't have to go to the HPC. She explained that the historic preservation restrictions are specific to the exterior of the building, not the interior.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-54
APPROVE G.A.R. HALL FIRE DETECTION SYSTEM REPLACEMENT**

WHEREAS, the City owns the Grand Army of the Republic Memorial Hall (G.A.R. Hall); and

WHEREAS, the G.A.R. Hall and the Meeker County Pioneer Museum house historical artifacts; and

WHEREAS, the current fire detection system in the building is not working, outdated, and in need of replacement; and

WHEREAS, the Meeker County Historical Society has requested the City to consider replacing the fire detection system; and

WHEREAS, the Meeker County Historical Society requested bids for replacement of the fire detection system and received the following bids:

<u>Fire Detection System Replacement</u>	<u>Net Bid</u>
Heartland Security	\$ 6,990.00
Nardini Fire Equipment	\$33,000.00

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves the bid from Heartland Security in the amount of \$6,990.00 for replacement of the Fire Detection System, along with associated costs not to exceed \$10,000 in total, subject to SHPO approval.

Adopted by the City Council this 18th day of February, 2025.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

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

D. TENNIS COURTS REHAB –

City Administrator Cziok discussed the need for maintenance of the tennis courts near the Armory. He explained that the estimates received are not comparable in that one contractor just provided a bid on the tennis court rehabilitation and the other contractor provided a bid for both tennis and pickleball court rehabilitation. He reported that staff recommended to accept the bid from Upper Midwest Athletic Construction for tennis court rehabilitation at this time, adding that future bids can be solicited for the pickle ball court rehabilitation.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-53
APPROVE TENNIS COURTS REHABILITATION BID**

WHEREAS, the tennis courts located by the armory are in need of rehabilitation; and

WHEREAS, City staff requested bids on both tennis and pickleball courts rehab; and

WHEREAS, the City received a base bid from Upper Midwest Athletic Construction in the amount of \$48,000 for the Tennis Court Color Coat System, Alternate Bid 1 for the Armor Crack Repair System in the amount of \$12,000, and expansion joint repair in the amount of \$9,600; and

WHEREAS, the City received a bid from Athletic Surface Construction in the amount of \$81,080 for both tennis and pickleball courts rehab,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves the Base Bid, Alternate Bid 1, including expansion joint repair from Upper Midwest Athletic Construction in the amount of \$69,600.

Adopted by the City Council this 18th day of February, 2025.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

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

E. GOLF COURSE RATES –

City Administrator Cziok discussed the process involved with setting rates. He reported that staff members completed a lot of research on area rates followed by a meeting between staff and a few seasoned golfers to review the 2025 rates. The consensus was that the approach be similar to 2023. Cziok explained that 2024 was a unique year in which there was uncertainty of having an operating restaurant which was reflected in the rates.

Council Member Kotelnicki expressed concern about not having enough information to approve the rate schedule. She moved to table the discussion for two weeks to allow for more information. The motion died for a lack of a second. Council Member Larson expressed the need to move forward. Council Member Mathwig discussed differences in the 2023 and 2025 rates, as far as impacts to his wife and himself golfing, which he didn’t feel the increase was unreasonable. Council Member Miller shared that it is important to get feedback and was supportive of involving seasoned golfers in the process.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-55
ADOPT 2025 GOLF COURSE RATES/FEEES**

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

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

2025 Golf Course Rates & Fees

GREEN FEES:

		<u>Green Fee w/Tax</u>
Weekday	9 Holes w/cart	\$28.99
Weekday	18 Holes w/cart	\$42.95
Weekend	9 Holes w/cart	\$34.99
Weekend	18 Holes w/cart	\$49.99

Walking Fee: \$10.00 discount

PASS HOLDERS/PUNCH CARDS:

	<u>Total w/Tax</u>
High School/Middle School Student (2025-2026 school year)	\$209.39
Single	\$805.35
Couples	\$939.58
• Additional Dependents	\$100.00
10 Round Punch Pass w/cart	
• 9 Holes	\$268.45
• 18 Holes	\$429.52
Secondary Pass (includes a cart) *	
• Single	\$429.52
• Couple	\$536.90

*For pass holders at Oakdale, Crow River, Island Pine, Koronis Hills, & Kimball Golf Club

LOCKER RENTALS

Upper or Lower	\$80.54
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CART OPTIONS

Private Cart Usage Fee	\$429.52
Cart Storage (includes usage fee)	\$644.28
Season Rental for one person/seat	\$644.28
Season Rental for two persons/seats	\$859.04

MGA HANDICAP

2025 Fee	\$42.95
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EARLY BIRD PRICING

\$50.00 discount for Single/Couple Pass Holders if paid in full by April 1, 2025.

Adopted by the City Council this 18th day of February, 2025.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

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

F. **TREE REPLACEMENT** –

City Administrator Cziok discussed the recommendations of staff relating to tree replacement. He said the majority of the trees will be purchased at Stockmen’s however other individuals have reached out with interest in which staff will review.

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

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-51
APPROVING PURCHASE OF TREES**

WHEREAS, staff continues to remove a large number of dying or diseased trees; and

WHEREAS, staff has developed a tree replacement program; and

WHEREAS, City staff has a plan to plant and water the trees,

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby approves purchasing trees for boulevards, parks, cemetery, and golf course in the amount up to \$38,000.00; and

BE IT FURTHER RESOLVED that City staff be authorized to determine the locations for planting the trees,

AND BE IT FURTHER RESOLVED that the Reserve for Tree Management be used to fund the purchase.

Adopted by the City Council this 18th day of February, 2025.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR

Upon roll call vote, all members present voted aye with the exception of Council Member Mathwig abstaining (declaring a conflict of interest due to employment with Stockmens), whereupon the resolution was declared adopted.

G. LAW ENFORCEMENT PRELIMINARY INVESTIGATION –

Mayor Dingmann read the following statement prior to closing the meeting:

“Pursuant to Minnesota Statutes §13D.05 Subd. (2)(a)(2) a public body must close a meeting to discuss active investigative data as defined in section [13.82, subdivision 7](#), or internal affairs data relating to allegations of law enforcement personnel misconduct collected or created by a state agency, statewide system, or political subdivision.

Before holding a closed meeting under this paragraph, the council must specifically describe what will be discussed at the closed meeting. The subject of the closed meeting is the preliminary consideration of allegations against a member of the police department, who is an individual subject to the Council’s authority. The proceedings of a meeting closed under this paragraph must be tape recorded at the expense of the City. The recording must be preserved for three (3) years after the date of the meeting.

At this time, we close the meeting for purposes of this discussion. The open meeting shall be reconvened upon completion of this discussion.”

The meeting was closed at 6:22 p.m. The meeting reconvened at 6:35 p.m.

It was moved by Council Member Larson, seconded by Council Member Allen, to adopt the following resolution in closed session:

**CITY OF LITCHFIELD
RESOLUTION NO. 25-2-57
AUTHORIZE RED CEDAR CONSULTING LLC TO COMPLETE
A PRELIMINARY INVESTIGATION**

WHEREAS, Pursuant to Minnesota Statutes §13D.05 Subd. (2)(a)(2) a public body must close a meeting to discuss active investigative data as defined in section 13.82, subdivision 7, or internal affairs data relating to allegations of law enforcement personnel misconduct collected or created by a state agency, statewide system, or political subdivision;

WHEREAS, The subject of the closed meeting is the preliminary consideration of allegations against a law enforcement employee, who is an individual subject to the Council’s authority;

WHEREAS, the City Council closed the open meeting after stating the above statutory language and subject to be discussed during the closed meeting;

WHEREAS, City Attorney Rue reviewed departmental policy that requires an external investigation in this instance;

WHEREAS, City Attorney Rue contacted the League of MN Cities regarding possible external investigators to perform a preliminary investigation; and

WHEREAS, the League of MN Cities recommends Isaac Kaufman of Red Cedar Consulting LLC to conduct this preliminary investigation.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Litchfield hereby authorizes Isaac Kaufman of Red Cedar Consulting LLC to complete a preliminary investigation and provide a report to the City of Litchfield.

Adopted by the City Council this 18th day of February, 2025.

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 – None.

XI. ADJOURNMENT –

It was moved by Council Member Mathwig to adjourn the City Council meeting at 6:35 p.m. Motion Carried.

Approved:

Attest:

MAYOR

ASSISTANT CITY ADMINISTRATOR