

**Announcement of Meeting  
City Council  
Regular Meeting Agenda**

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**Tuesday, August 12, 2025**

**5:00 PM**

**Council Chambers**

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**A. CALL TO ORDER - ROLL CALL**

Mayor or Presider will call the meeting to order, state the time, and take roll call.

**B. PLEDGE OF ALLEGIANCE**

**C. APPROVAL OF AGENDA AND SPECIAL ORDERS**

Mayor or Presider will ask whether any items are to be added to the agenda. If not, a motion would be in order to approve the agenda and special orders as presented. If an item is added to the agenda, a motion would be in order to approve the agenda and special orders as amended.

**D. APPROVAL OF MINUTES OF PRECEDING MEETING(S)**

**D.1. 2025-257** July 22, 2025 City Council Meeting Minutes.

**E. RECOGNITION OF GUEST(S)**

Mayor or Presider will recognize the guests present.

**F. PUBLIC FORUM**

**F.1. 2025-266** Brandi Ostgaard from Minnesota River Area Agency on Aging and Emily Crabtree - \$10,000 Grant on Project for the Aging.

**F.2. 2025-269** Other public comments, if any.

**G. PETITIONS, COMMUNICATIONS, COMMITTEE/COMMISSION REPORTS**

Motion to receive and file the following reports/minutes:

**G.1. 2025-263** Planning Commission Minutes from June 9 and July 8, 2025  
Luverne Fire Department Minutes from June 30, 2025  
HRA Minutes from June 11 and July 9, 2025

**H. STAFF AND CONSULTANT REPORTS**

**H.1. 2025-215** Luverne Area Chamber, Director Kenzi Klein.

**H.2. 2025-228** Rock County Sheriff Quarterly Report.

H.3. [2025-268](#) City Administrator Report.

I. **FINANCE AND BUDGET**

I.1. [2025-265](#) Claim Report for August 2025 (Check No. 165371-).

I.2. [2025-258](#) Change Order No. 15 for a Contract Increase of \$23,190.91 to Knutson Construction RE: Childcare Facility.

This change order includes adding shelving to storage room 128 and replacing 11 door and window thermopane's with broken seals. These changes result in a net increase of \$23,190.91, which will come out of the contingency balance. After this change order, the balance remaining in contingency is \$156,482.63. The guaranteed maximum price remains unchanged.

City Administrator Recommendation: City Council Approve Change Order No. 15 for a Contract Increase of \$23,190.91 to Knutson Construction RE: Childcare Facility.

J. **PERSONNEL**

J.1. No items under personnel to consider.

K. **ORDINANCES AND RESOLUTIONS**

K.1. [18-25](#) PROPOSED RESOLUTION  
ALLOWING THE WAIVER OF CHAPTER 152 SUBDIVISION  
REQUIREMENTS AND RECORDING OF MEADOWLARK CIRCLE  
ESTATES HOMEOWNERS ASSOCIATION, INC., COMMON  
INTEREST COMMUNITY NUMBER 22

The proposed resolution allows Meadowlark Circle Estates Homeowners Association to waive specific subdivision requirements outlined in Chapter 152 of the city code, as the cost of full compliance would outweigh the anticipated benefits and would not compromise the code's intent. It specifically approves the subdivision of a lot in Uithoven Addition to permit two owners of a twin home to each hold separate ownership. This area is designed as a Common Interest Community, featuring split lots for twin homes, separate utilities for each unit, and consistent lot configurations with proper setbacks. All planning requirements and multi-family zoning standards have been thoughtfully addressed to ensure uniformity and community compatibility.

City Administrator Recommendation: City Council Approve Proposed Resolution 18-25

**K.2. [57](#)**

Proposed Ordinance, Fourth Series

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LUVERNE TO AMEND CITY CODE CHAPTER 118. CANNABIS BUSINESS REGULATIONS

Proposed Ordinance No. 57 amends Chapter 118 of the City Code regarding cannabis business regulations. The ordinance clarifies the conditions under which cannabis retail business applications may be approved or denied. Specifically, it prohibits approval of applications that would result in non-compliance with city regulations or exceed the maximum number of permitted registrations. The ordinance sets a cap of five cannabis retail business registrations within the city, in accordance with Minnesota Statute § 342.13(h), which allows cities to limit registrations based on population. This cap excludes medical cannabis combination businesses, lower-potency hemp edible retailers, and any potential municipal cannabis retail business. As this amendment is governed by ordinance, a roll call vote is required for approval.

City Administrator Recommendation: City Council Introduce and Adopt Proposed Ordinance No. 57, Fourth Series.

**K.3. [19-25](#)**

PROPOSED RESOLUTION

A RESOLUTION ALLOWING THE WAIVER OF CHAPTER 152 SUBDIVISION REQUIREMENTS AND RECORDING OF SUBDIVIDED PROPERTY

(Bethany Lutheran Church to City of Luverne)

The City of Luverne received \$180,000 in state grant money to construct a storm water detention basin near T.H. 75 and Estey Street to address frequent flooding caused by large storm events. The project will intercept and temporarily store runoff from a 47-acre watershed-including residential, commercial, and public spaces-helping to reduce downstream flood risks for local streets and residences. The City is partnering with MnDOT to align the basin construction with planned highway improvements in 2026. This proposed resolution allows the waiver of subdivision requirements to allow Bethany Lutheran Church to subdivide and convey 1.13 acres of land to the City for \$50,000 for this project.

City Administrator Recommendation: City Council Adopt Proposed Resolution No. 19-25.

**L. MOTIONS AND GENERAL BUSINESS**

- L.1. [2025-262](#)** Requested Conditional Use Permit (CUP) application submitted by Scott Anderson & Skie Peltier-Anderson, to build a larger garage for office space, located at 215 West Lincoln Street (20-1655-000), in D - Downtown District, City of Luverne, Minnesota.

Following the public hearing on August 5, the Planning Commission recommends approval of a conditional use permit (CUP) to allow the construction of a larger garage for office space at 215 West Lincoln Street, subject to specific conditions regarding encroachment setbacks and storm water runoff.

City Administrator Recommendation: City Council Approve Conditional Use Permit submitted by Scott Anderson & Skie Peltier-Anderson, to build a larger garage for office space, located at 215 West Lincoln Street.

- L.2. [2025-261](#)** Requested Conditional Use Permit (CUP) application submitted by Prairie Sky Enterprises LLC - Donovan Hakim & Justin Dunaskiss, to operate a cannabis microbusiness retail facility, located at 1551 South Kniss Avenue (20-1938-200), in H -C - Highway Commercial District, City of Luverne, Minnesota.

Following the public hearing on August 5, the Planning Commission recommends approval of a conditional use permit (CUP) to allow operation of a cannabis microbusiness retail facility at 1551 South Kniss Avenue, subject to specific conditions including off-street parking, screening for automobile headlights, odor control, exterior property maintenance, obtaining a state license for proposed business type, and compliance with all state and local regulations. Under Minnesota law, if an applicant meets all general and specific standards set forth in the city's zoning ordinance, the city is required to grant the CUP. The applicant for this cannabis retail establishment has satisfied all ordinance requirements, and therefore, the city council must approve the CUP as recommended by the Planning Commission. This ensures the city's actions are consistent with state law and local land use standards.

City Administrator Recommendation: City Council Approve Conditional Use Permit submitted by Prairie Sky Enterprises LLC - Donovan Hakim & Justin Dunaskiss, to operate a cannabis microbusiness retail facility, located at 1551 South Kniss Avenue.

**L.3. [2025-255](#)** Liquor License for Revel Kitchen & Cocktails, Inc.

Rick Thompson, owner of Revel Kitchen & Cocktails, Inc. has applied for an annual liquor license for his new restaurant at 107 E Main Street. All necessary paperwork has been submitted and verified, and license fees have been collected. The license will take effect on September 1, 2025 and expire on December 31, 2025. If approved by City Council, an application will be sent to the state for their approval as well.

City Administrator Recommendation: City Council Approve Liquor License for Revel Kitchen & Cocktails, Inc.

**M. COUNCIL REQUESTS - GENERAL DISCUSSION**

Mayor or Presider will ask for council request and/or general discussion items.

**N. ADJOURNMENT**

A motion to adjourn would be in order.