

Announcement of Meeting
City Council
Regular Meeting Minutes

Tuesday, October 22, 2024

5:00 PM

Council Chambers

A. CALL TO ORDER - ROLL CALL

Present: Mayor Patrick Baustian, Council Member Kevin Aaker, Council Member Dan Nath, and Council Member Scott Viessman

Excused: Council Member Caroline Thorson

Additional : Benjamin Vander Kooi, Jessica Mead, Jill Wolf, and Tyler Reisch

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF AGENDA AND SPECIAL ORDERS

A motion was made by Council Member Nath, seconded by Council Member Aaker, that the Agenda and Special Orders be approved. The motion carried unanimously.

D. APPROVAL OF MINUTES OF PRECEDING MEETING(S)

D.1. [2024-293](#) City Council Minutes from October 8, 2024.

A motion was made by Council Member Viessman, seconded by Council Member Aaker, that the Minutes be approved. The motion carried by a unanimous vote.

E. RECOGNITION OF GUEST(S)

Lori Sorensen and Chris Hein.

F. PETITIONS, COMMUNICATIONS, COMMITTEE/COMMISSION REPORTS

F.1. [2024-292](#) HRA Minutes from September 11, 2024.
BMIA Minutes from September 18, 2024.

A motion was made by Council Member Viessman, seconded by Council Member Nath, that Other Boards and Commission Minutes be received and filed. The motion carried by a unanimous vote.

G. STAFF AND CONSULTANT REPORTS

G.1. [2024-291](#) City Administrator Report.

-Leaf pick-up started this week. One round through the city is completed each week. Please rake leaves to the street by 7:00 a.m. Monday, avoid areas close to parked cars and street grates. No

branches, yard clippings, or bagged leaves. The second round will begin on October 28.

-Stormwater inventory is about 75 percent complete, June 2025 for the comprehensive plan.

-Lead Service Line letters went out to property owners with unknown service lines and properties with galvanized lines. The water department will begin potholing in the near future.

-Completed annual biosolids application last week, which is essentially taking sludge from the wastewater plant and applying to the land. The City contracts out this service, which was completed in one day.

-Electric Department helped at the liquor store by wiring for the new compressors, they also replaced old wiring while they were there.

-Completed running wire on the transmission project and getting ready for the final sag and connections. This was a large project they have been able to complete and will help ensure grid reliability for the City.

-Luverne Aquatics and Fitness swimming lessons are in full swing, the popular aqua tots class will begin again on October 26.

Completed CPR training with RCO employees.

-E-bike rentals will end for the season on November 1.

H. FINANCE AND BUDGET

- H.1. [2024-284](#)** Second Claim Report for October 2024 (Check No. 163127-163240) for \$291,119.83.

A motion was made by Council Member Nath, seconded by Council Member Aaker, that this Claim Report be approved. The motion carried by a unanimous vote.

- H.2. [2024-287](#)** Application and Certification for Payment No. 5 for \$869,864.55 to Knutson Construction RE: Childcare Facility.

This payment application is for work completed mostly in August which included the continuation of steel stud framing, in-wall and above-ceiling MEP rough ins, & sheetrock. Painting started in gridlines 5-8. The walk-in cooler and freezer were installed, as well as rooftop curbs. Exterior work included the playground equipment, exterior aggregate and concrete, curbs, and underground electrical.

A motion was made by Council Member Viessman, seconded by Council Member Nath, that this Motion be approved. The motion carried by a unanimous vote.

- H.3. [2024-288](#)** Application and Certification for Payment No. 6 for \$1,389,544.15 to Knutson Construction RE: Childcare Facility.

This payment application is for work completed in the month of September which continued with above ceiling MEPs, gypsum

assemblies, painting, and exterior improvements. We started ceiling grid, ceiling mounted fixtures, sprinkler modifications, and ceramic tiling in the restrooms. The playground & fencing scopes were completed, as well as the parking lot, striping, and landscaping scopes.

A motion was made by Council Member Aaker, seconded by Council Member Nath, that this Motion be approved. The motion carried by a unanimous vote.

- H.4.** [2024-289](#) Contract Change Order No. 10 for a Net Increase of \$11,126.52 to Knutson Construction RE: Childcare Facility.

Change order no. 10 includes a change in the scope of work for landscaping; wrapping two existing brick columns in sheetrock and adding 13 corner guards to brick corners in classrooms; and additional signage with corrections to meet ADA compliance requirements. This change order results in a net increase of \$11,126.52 and will be taken out of the contingency fund. The remaining contingency is \$220,662.23 and the guaranteed maximum price remains unchanged.

A motion was made by Council Member Viessman, seconded by Council Member Aaker, that this Motion be approved. The motion carried by a unanimous vote.

I. PERSONNEL

- I.1. No items under personnel to consider.

J. ORDINANCES AND RESOLUTIONS

- J.1.** [30-24](#) PROPOSED RESOLUTION
A RESOLUTION APPROVING A LOAN TO THE LUVERNE HOCKEY CLUB, INC. FOR THE PLANNED COMPRESSOR SYSTEM PROJECT AT BLUE MOUND ICE ARENA

This proposed resolution proposes the approval of a loan to the Luverne Hockey Club, Inc. to facilitate the upgrade of the aging compressor system at the City-owned Blue Mound Ice Arena. The project is estimated to cost \$750,000, pledges received will be paid over the coming years. The City of Luverne would provide up to \$750,000 in financing over a 30-year period at a 1% interest rate to cover the upfront costs of construction. This would mark the third loan extended to the Luverne Hockey Club in the past four decades, all of which have been repaid ahead of schedule. Collaborations like this demonstrate the community's commitment to enhancing local facilities and supporting outdoor winter recreational activities. The resolution authorizes the mayor and city administrator to execute a promissory note on behalf of the City.

This matter was tabled to the City Council, due back on 11/26/2024

J.2. [31-24](#)

PROPOSED RESOLUTION

A RESOLUTION APPOINTING A DELEGATE AND ALTERNATE TO REPRESENT THE CITY OF LUVERNE TO SERVE ON THE DAKOTA MAINTSEM REGIONAL WATER SYSTEM (DMRWS) BOARD OF DIRECTORS

Dakota Mainstem Board of Directors approved the City of Luverne's membership application at their September 13 meeting. This proposed resolution appoints Mayor Patrick Baustian and City Administrator Jill Wolf as delegate and alternate respectively to represent the City of Luverne to serve on the Dakota Mainstem Regional Water System Board of Directors.

A motion was made by Council Member Viessman, seconded by Council Member Aaker, that this Resolution be adopted. The motion carried by a unanimous vote.

K. MOTIONS AND GENERAL BUSINESS

K.1. [2024-296](#)

Execution of the Liability Coverage Waiver Form, Which Accepts Liability Coverage Limits of \$500,000 and Does Not Waive the Monetary Limits on Municipal Tort Liability Claims for the City of Luverne.

This is an annual authorization that the City Council grants to the City Administrator to not waive the statutory tort limits. An individual claimant would be able to recover no more than \$500,000 on any claim to which the statutory tort limits apply. If the City waives the statutory tort limits and does not purchase excess liability coverage, a single claimant could potentially recover up to \$2 million on a single occurrence.

A motion was made by Council Member Nath, seconded by Council Member Viessman, that this Motion be approved. The motion carried by a unanimous vote.

K.2. [2024-295](#)

World Polio Day for the City of Luverne, MN Proclamation.

A motion was made by Council Member Aaker, seconded by Council Member Nath, that this Proclamation be approved. The motion carried by a unanimous vote.

L. COUNCIL REQUESTS - GENERAL DISCUSSION

M. ADJOURNMENT

A motion was made by Council Member Viessman, seconded by Council Member Aaker, to adjourn the meeting at 5:50 p.m. The motion carried unanimously.

Jessica Mead, City Clerk

Patrick T. Baustian, Mayor