

**Announcement of Meeting
City Council
Regular Meeting Minutes**

Tuesday, April 22, 2025

5:00 PM

Council Chambers

A. CALL TO ORDER - ROLL CALL

Present: Mayor Patrick Baustian, Council Member Caroline Thorson, Council Member Kevin Aaker, Council Member Dan Nath, and Council Member Marlin Kracht

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 Aaker, seconded by Council Member Thorson, that the Agenda and Special Orders be approved. The motion carried unanimously.

D. APPROVAL OF MINUTES OF PRECEDING MEETING(S)

D.1. [2025-127](#) City Council Minutes from April 8, 2025.

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

E. RECOGNITION OF GUEST(S)

Carol Morgan.

F. PETITIONS, COMMUNICATIONS, COMMITTEE/COMMISSION REPORTS

F.1. [2025-125](#) Board of Appeals and Adjustments Minutes from April 3, 2023
HRA Minutes from March 12, 2025

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

G. STAFF AND CONSULTANT REPORTS

G.1. [2025-134](#) City Administrator Report.

Spring cleanup is this week, employees throughout the city are assisting with pickup. Branch pickup begins Monday, April 28th, and public works is spraying crab apple trees to combat apple scab disease. During Severe Weather Awareness Week, sirens were tested, and issues with dispatch triggering the sirens were identified and are being resolved. The Water Department is replacing dirt and seeding grass at water main repair sites, potholing for lead service lines, and has contracted sewer jetting in Ellsworth. The Electric Department has relocated 10 transformers on West Dodge for better accessibility. Luverne Aquatics and Fitness announced that summer swimming lesson registration opens on May 5th, and e-bikes are now available for rental. City Offices is currently interviewing for the utility billing clerk position, and received 51 applications. Upcoming events include the MRES Annual Conference on May 7th and 8th in Sioux Falls, and the MRES 101 class for newly elected officials on May 7th at 9 a.m.

H. FINANCE AND BUDGET**H.1. [2025-126](#) Second Claim Report for April 2025 (Check No. 164505-164613) for \$874,906.53.**

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

H.2. [2025-133](#) Contract Change Order No. 13 for a Contract Increase of \$11,182.36 to Knutson Construction RE: Childcare Facility.

This change order includes the following scope changes: additional return air grilles per punch list from mechanical contractor; additional foot pulls to garbage receptacles (per DHS requirements); and added a drop ceiling to storage room 138 per code requirements. These changes result in a net increase of \$11,182.36, which will come out of the contingency balance. After this change order, the balance remaining in contingency is \$181,006.78. The guaranteed maximum price (GMP) remains unchanged.

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.

I. PERSONNEL**I.1. No items under personnel to consider.**

J. ORDINANCES AND RESOLUTIONS**K. MOTIONS AND GENERAL BUSINESS**

- K.1. [2025-128](#)** Private Use of Public Right-of-Way Request for Take 16 on June 6, 2025.

Representing Take 16, Amanda McDonald has requested a street closure of Blue Mound Avenue from Main Street to Lincoln Street from 3 p.m. to midnight on June 6 for a Block Party. In conjunction with Buffalo Days, this also includes a request to dispense and consume liquor within the requested street closure boundaries during the community festival.

A motion was made by Council Member Kracht, seconded by Council Member Aaker, that this Motion be approved. The motion carried by the following vote:

Aye: Kevin Aaker, and Marlin Kracht

Abstain: Caroline Thorson, and Dan Nath

- K.2. [2025-129](#)** Temporary On-Sale Liquor License Application for the Rock County Ag Society for July 23-26, 2025.

Representing the Rock County Agricultural Society, Ryan Fick has applied for a temporary on-sale liquor license from July 23 through July 26, 2025 during the Rock County Fair. If approved, an application will be sent to the State for their approval as well.

Staff Recommendation: City Council Approve a Temporary On-Sale Liquor License Application for the Rock County Ag Society for July 23-26, 2025.

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

L. COUNCIL REQUESTS - GENERAL DISCUSSION

Kids Rock! open house will be May 28 currently tours and staff interviews are being conducted.

M. ADJOURNMENT

A motion was made by Council Member Nath, seconded by Council Member Aaker, to adjourn the meeting at 5:18 p.m. The motion carried unanimously.

Jessica Mead, City Clerk

Patrick T. Baustian, Mayor