

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

Tuesday, February 11, 2025

5:00 PM

Council Chambers

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. [2025-47](#) City Council Minutes from January 28, 2025.

E. RECOGNITION OF GUEST(S)

Mayor or Presider will recognize the guests present.

F. PETITIONS, COMMUNICATIONS, COMMITTEE/COMMISSION REPORTS

Motion to receive and file the following reports/minutes:

F.1. [2025-46](#) Luverne Fire Department Minutes from December 30, 2024.

G. STAFF AND CONSULTANT REPORTS

G.1. [2025-45](#) 2024 Annual Report--Rock County Sheriff.

G.2. [2025-33](#) City Administrator Report.

H. FINANCE AND BUDGET

H.1. [2025-31](#) First Claim Report for February 2025 (Check No. 163978-).

- H.2. [2025-48](#)** Application and Certification for Payment No. 10 for \$115,945.05 to Knutson Construction RE: Childcare Facility.

The January payment application includes but is not limited to vinyl flooring, carpet flooring, and walk off flooring installations. Electrical continued devicing out, installing remaining fixtures, fire alarm systems, and lighting control panels. This application also includes labor for miscellaneous specialty items, door hardware, finish carpentry work, as well as glazing and remaining fire sprinkler scopes. As of the date of this application, the project is 94.15 percent complete.

City Administrator Recommendation: City Council Approve Application and Certification for Payment No. 10 for \$115,945.05 to Knutson Construction RE: Childcare Facility.

- H.3. [2025-49](#)** Certificate for Payment No. 2 - Final to Duinick, Inc. for \$2,516.68 and Owner's Acceptance of Contract Construction RE: Trunk Highway 75 Storm Sewer Improvements Project.

This payment request includes the remaining retainage on the storm sewer work on TH 75. The total project cost was \$231,867.90, the City partnered with MnDOT for a 50/50 cost split on construction costs.

City Administrator Recommendation: City Council Approve Certificate for Payment No. 2 - Final to Duinick, Inc. for \$2,516.68 and Owner's Acceptance of Contract Construction RE: Trunk Highway 75 Storm Sewer Improvements Project.

I. PERSONNEL

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

J. ORDINANCES AND RESOLUTIONS

None.

K. MOTIONS AND GENERAL BUSINESS

- K.1. [2025-51](#)** Application for Exempt Permit for American Legion Post 123 to Conduct Bingo at Big Top Tents and Events.

Representing American Legion Post 123, Edward Stearns has applied for an application for exempt permit to conduct a bingo fundraising event at Big Top Tents and Events.

City Administrator Recommendation: City Council Approve Application for Exempt Permit for American Legion Post 123 to Conduct Bingo at Big Top Tents.

- K.2.** [2025-57](#) Temporary On-Sale Liquor License for Luverne Brew Partners, DBA Take 16 Brewing for February 16, 2025 at Luverne Lanes.

Representing Take 16, Amanda McDonald has applied for a temporary on-sale liquor license for the sale and consumption of alcohol on February 16, 2025 during an employee event at Luverne Lanes, 117 N Cedar Street. Sales and consumption will be limited to Luverne Lanes. All materials have been submitted including fee and certificate of liability insurance. If approved, an application will be sent to the State for their approval as well.

City Administrator Recommendation: City Council Approve Temporary On-Sale Liquor License for Luverne Brew Partners, DBA Take 16 Brewing for February 16, 2025 at Luverne Lanes.

L. COUNCIL REQUESTS - GENERAL DISCUSSION

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

M. ADJOURNMENT

A motion to adjourn would be in order.