

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

Tuesday, February 11, 2025

5:00 PM

Council Chambers

A. CALL TO ORDER - ROLL CALL

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

Excused: Council Member Dan Nath

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 be approved.. The motion carried unanimously.

D. APPROVAL OF MINUTES OF PRECEDING MEETING(S)

D.1. [2025-47](#) City Council Minutes from January 28, 2025.

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

E. RECOGNITION OF GUEST(S)

Lori Sorenson and Evan Verbrugge.

F. PETITIONS, COMMUNICATIONS, COMMITTEE/COMMISSION REPORTS

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

A motion was made by Council Member Aaker, seconded by Council Member Thorson, 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. [2025-45](#) 2024 Annual Report--Rock County Sheriff.

Sheriff Verbrugge highlighted key statistics and activities across various municipal services. The city responded to 4,470 service calls throughout the year, with the most frequent categories being traffic stops (1,062), ambulance calls (487), health and welfare checks (314), and public order incidents (309). Law enforcement addressed 101 violent crimes, including domestic assaults and criminal sexual conduct, while also handling 119 cases of theft and scams. Fire department activity, with 41 fire calls, and 54 assists to other departments. Permits and licensing remained steady, with 233 permits issued, including 129 carry permits. Civil matters, animal complaints, and office duties accounted for a significant portion of city operations. Rock County joined Buffalo Drug Task force and will be posting a position internally to fill a drug agent position.

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

There were two rounds of snow removal with a snow emergency issued. With the first measurable snow, please remember to clear snow from streets and sidewalks, participation in monthly pool challenges, and a Valentine's Day event for fourth graders and a Kids Night Out at the pool. The electric department successfully passed a quarterly generator test. The airport received a \$29,000 state grant for a new mowing deck. The water department repaired a water main break efficiently with a new truck. The wastewater permit renewal is under a public comment period, available on the MPCA website. Watermain break was able to be repaired in record time with the new vac truck. Discussion followed on the importance of regular generator testing for emergency readiness.

H. FINANCE AND BUDGET**H.1. [2025-31](#)** First Claim Report for February 2025 (Check No. 163978-164084) for \$551,349.27.

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

- 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.

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

- H.3. [2025-49](#) Certificate for Payment No. 2 - Final to Duininck, 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.

A motion was made by Council Member Thorson, seconded by Council Member Kracht, 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. [2025-51](#) 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.

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

- 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.

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

Aye: Patrick Baustian, Kevin Aaker, and Marlin Kracht

Abstain: Caroline Thorson

L. COUNCIL REQUESTS - GENERAL DISCUSSION

Wolf and Baustian will be attending the Coalition of Greater Minnesota Cities Legislative Action Day event this week.

M. ADJOURNMENT

A motion was made by Council Member Aaker, seconded by Council Member Kracht, to adjourn the meeting at 5:30 p.m. The motion carried unanimously.

Jessica Mead, City Clerk

Patrick T. Baustian, Mayor