

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

Tuesday, July 9, 2024

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. [2024-204](#) June 25, 2024 City Council Minutes.

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. [2024-196](#) May 13, 2024 Pool Commission Regular Meeting Minutes

G. STAFF AND CONSULTANT REPORTS

G.1. [2024-201](#) City Administrator Report.

H. FINANCE AND BUDGET

H.1. [2024-205](#) First Claim Report for July 2024 (Check No. 162238).

H.2. [2024-203](#) Motion to approve petty cash reconciliation as of June 30, 2024.

- H.3. [2024-200](#) Certificate for Payment No. 2 to Hulstein Excavating for \$111,059.03 and Change Order No. 1 for a Contract Increase of \$3,125.00 RE: City Hall Parking Lot Improvements.

Hulstein Excavating has completed all the parking lot and sidewalk paving with the exception of a small piece of concrete around the MN West sign. Hulstein plans to seal joints the week of July 1st and stripe the parking lot stalls the week of July 8th. Certificate for Payment no. 2 also includes a change order for subgrade stabilization consisting of adding rock and geogrid to a portion of the two northeast entrances where the subgrade was unstable and soft. There was also a change order for adding a ~1 inch tall curb along the north side of the City Hall building to reduce the chance of water running along the face of the building and down the foundation. The City has ordered the two sets of stairs near the building and zoning official office and they will be installed by the City upon arrival.

City Administrator Recommendation: City Council Approve Certificate for Payment No. 2 to Hulstein Excavating for \$111,059.03 and Change Order No. 1 for a Contract Increase of \$3,125.00 RE: City Hall Parking Lot Improvements.

I. **PERSONNEL**

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

J. **ORDINANCES AND RESOLUTIONS**

- J.1. [20-24](#) PROPOSED RESOLUTION
A RESOLUTION APPROVING ROCK COUNTY PROJECT WITHIN MUNICIPAL CORPORATE LIMITS

The Rock County Highway Department is planning on completing a pavement rehabilitation project on CSAH 4, from the City of Luverne (Walnut Avenue) to CSAH 11 West of Luverne in 2025. Since part of the project is within the City Limits of Luverne, a Resolution needs to be adopted by the City Council concurring in the project.

City Administrator Recommendation: City Council Adopt a Resolution Approving Rock County Project Within Municipal Corporate Limits.

K. **MOTIONS AND GENERAL BUSINESS**

- K.1.** [2024-198](#) Luverne Area Chamber Request to Host a Summer Marketplace Sip & Shop Event on August 8, 2024.

On behalf of the Luverne Area Chamber, Jane Lanphere has a submitted a request to host a Summer Marketplace Sip & Shop Event with Luverne Area Businesses and live music at the Plaza on Main. The event will be Thursday, August 8 from 4-8pm. Businesses will serve treats and beverages, offer specials, drawings, demos, etc. to promote retail and service business in the community. Businesses that serve alcoholic drinks will work with businesses that have an on-sale license in Luverne, and will serve samples of 2 oz. or less. Minnesota Statute 340A.404, Subd. 4. (b) allows the governing body of a municipality to authorize a holder of a retail on-sale intoxicating liquor license issued by the municipality to dispense intoxicating liquor off premises at a community festival held within the municipality.

City Administrator Recommendation: City Council Approve the Luverne Area Chamber Request to Host a Summer Marketplace Sip & Shop Event on August 8, 2024.

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.