

LILYDALE CITY COUNCIL MEETING MINUTES
January 13, 2025

Present: Outgoing Mayor John Diehl, Mayor Lyle Hanzal and Councilmembers Deborah Cornell and Bill Kleinman; Mary Tollefson, city administrator and Kathy Mutch, administrative assistant

Absent: Councilmembers Mary Kleinberg and Jay Budge

Also Present: Kori Land, LeVander, Gillen & Miller; Captain Wayne Wegener; Jen Koehler, Barr Engineering, Fire Chief Dave Dreelan and Incoming Fire Chief Dan Johnson; and Julie Seykora

Outgoing Mayor Diehl called the meeting to order at 4:30 p.m. The Pledge of Allegiance was recited.

Oath of Office: City administrator Mary Tollefson administered the oath of office to Mayor Lyle Hanzal and Councilmember Bill Kleinman.

Agenda: Mayor Hanzal added recognition of Fire Chief Dreelan to the agenda. **Moved by Councilmember Kleinman and seconded by Councilmember Cornell to approve the agenda as revised. Motion carried 3-0.**

December 9, 2024 City Council Meeting Minutes – Moved by Councilmember Kleinman and seconded by Councilmember Cornell to approve the December 9, 2024 City Council Meeting Minutes, as presented. Motion carried 3-0.

Public Comments – None.

Open Items - Mayor Hanzal reported he has been meeting with a consultant to review sanitary and storm sewer rates. Information is needed on water usage from our neighbors that are on well water and Ms. Koehler will be consulted on having meters installed.

Introduction of New Fire Chief - Retiring Fire Chief Dave Dreelan thanked the City for its support and introduced the new Fire Chief Dan Johnson. Chief Johnson extended an invitation to the council to reach out with any questions and concerns.

Building Official Report – Nine permits were issued and 22 closed in December 2024.

Police Report –Captain Wegener provided an update on the department. Two cadets have completed the cadet program and will be sworn in as police officers in February. Through a grant, the department will add one additional officer this year. Councilmember Kleinman asked about the status of police cars going home with officers. Captain Wegener explained it will be a

few months before the program rolls out acknowledging it takes several weeks to outfit a vehicle.

City Attorney – No report.

City Engineer –Jen Koehler presented the storm sewer and sanitary sewer work plans and priorities with associated costs for 2025 and beyond.

Pipe Services provided a quote for cleaning/jetting of accumulated gravel in the sanitary sewer. The work should be completed between February and April 2025, weather permitting.

Moved by Mayor Hanzal and seconded by Councilmember Kleinman to approve the \$3,400 bid from Pipe Services for the sanitary cleaning services and authorize execution of the agreement. Motion carried 3-0.

Koehler reported on meetings with the Mayor, city administrator, and herself with several state and federal legislators to discuss the Bluff Runoff Management Plan and the need for funding. It was recommended that a one to two-page talking point handout on the project be written. In addition, letters of support from the homeowners associations (HOAs), MnDOT, and Dakota County may be helpful. Koehler provided the costs for developing the handout and letter template.

Moved by Councilmember Kleinman and seconded by Councilmember Cornell to authorize an expenditure of \$2,000 for the handout and \$400-\$500 for the letter template, not to exceed \$3,000. Motion carried 3-0.

Attorney Report – Attorney Land had no report. Councilmember Cornell asked if there was an update on the vacant property sale. Attorney Land indicated it was moving along.

A training session for council members is scheduled for January 27, 2025 from 1-4 p.m.

December Financial Report – Moved by Councilmember Kleinman and seconded by Councilmember Cornell to approve the December 2024 Financial Report, as presented. Motion carried 3-0.

Ordinance 2025-01 Amending Section 202.02 of the Lilydale City Code - Attorney Land explained the Planning Commission is currently made up of six members. The amendment reduces the membership to five and changes the Council representative from a member to a non-voting liaison position.

Moved by Councilmember Cornell and seconded by Councilmember Kleinman to approve Ordinance 2025-1, Amending Section 202.02 of the Lilydale City Code Regarding the Composition of the Planning Commission. Motion carried 3-0.

Ordinance 2025-02 Amending Section 201.02 of the Lilydale City Code – Attorney land noted the City Code adopted an Order of Agenda items that is not always relevant or applicable to every meeting. She recommended the City use a consent agenda and explained its purpose, benefits, and use. She suggested the format included in her memo be utilized for the February city council meeting.

Moved by Councilmember Kleinman and seconded by Councilmember Cornell to approve Ordinance 2025-02 Amending Section 201.02 of the Lilydale City Code Regarding Meetings of the City Council. Motion carried 3-0.

Resolution 2025-01 Annual Designations and Appointments – Mayor Hanzal explained he was the council representative to the Planning Commission and now Jay Budge will be the liaison. Councilmember Cornell asked why the NDC4 Cable Representative was not listed. City Administrator Tollefson indicated the citizen representative position has not been filled. Councilmember Cornell asked the designations and appointments list include the NDC4 Cable Representative.

Moved by Councilmember Cornell and seconded by Councilmember Kleinman to approve Resolution 2025-01, Annual Designations and Appointments with the addition of the NDC4 Cable Representative appointment. Motion carried 3-0.

Resolution 2025-02 Updating Signatories for City Bank Accounts – This resolution updates who is authorized to endorse checks and orders or otherwise withdraw or transfer funds and allows use of a facsimile signature stamp of an authorized officer in that official's absence.

Moved by Mayor Hanzal and seconded by Councilmember Cornell to approve Resolution 2025-02 Updating Signatories for City Bank Accounts and Allowing Facsimile or Electronic Signature for Certain Signatories. Motion carried 3-0.

History Committee – Councilmember Kleinman commended the coordinated efforts of Vicki Albu and Mary Tollefson for submission of a \$10,000 grant application for the Lower Lilydale History project. It will be about 8 weeks before they will learn the outcome.

Mary Tollefson added the History Committee met today and is looking into holding a public event in May to recognize the 60th anniversary of the 1965 flood.

Council Comments – Councilmember Cornell commented on the monthly Police Report and how beneficial it is in keeping councilmembers informed. Mayor Hanzal acknowledged the council can implement the proposed agenda format and decide on how the police report is shared with council members. City administrator Tollefson stated council members can contact Captain Wegener at any time with questions.

Liability Coverage Waiver – Administrator Tollefson explained each year the League of MN Cities Insurance Trust requires cities to decide whether or not to waive the statutory tort liability limits to the extent of the coverage purchased. In the past the city has chosen not to waive the monetary limits on municipal tort liability established by Minnesota Statutes 466.04.

Moved by Councilmember Kleinman and seconded by Councilmember Cornell to not waive the statutory tort liability limits to the extent of the coverage purchased. Motion carried 3-0.

Adjournment – Moved by Mayor Hanzal and seconded by Councilmember Cornell to adjourn. Motion carried 3-0. The meeting adjourned at 5:41 p.m.

Respectfully submitted:

Mary Tollefson, City Clerk