

**LILYDALE CITY COUNCIL MEETING**  
**November 12, 2024**

**Present:** Mayor John Diehl and Councilmembers Deborah Cornell, Lyle Hanzal, Bill Kleinman and Mary Kleinberg; Mary Tollefson, city administrator

**Also Present:** Kori Land, LeVander, Gillen & Miller; Jennifer Koehler, Barr Engineering; and Julie Seykora

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

**Agenda:** Mayor Diehl requested that two resolutions be added to the agenda under Mayor's Report. **Moved by Councilmember Hanzal and seconded by Councilmember Kleinman to approve the agenda as revised. Motion carried 5-0.**

**October 14, 2024 City Council Meeting Minutes** – Councilmember Hanzal noted the reference to Planning Committee should be Commission. **Moved by Mayor Diehl and seconded by Councilmember Kleinberg to approve the October 14, 2024 City Council Meeting Minutes, as corrected. Motion carried 5-0.**

**October 30, 2024 City Council Special Meeting Minutes** – **Moved by Councilmember Cornell and seconded by Councilmember Kleinberg to approve the October 30, 2024 City Council Special Meeting Minutes, as presented. Motion carried 5-0.**

**Public Comments** – None.

**Open Items** – None.

**Building Official Report** – Four permits were opened and 19 closed in October 2024.

**Police Report** – In Captain Wegener's absence, city administrator Tollefson reported there were 45 police incidents and no fire calls in October. Mayor Diehl commended Captain Wegener on his emergency preparedness training presentation and will send a thank-you note on behalf of the council.

**City Attorney** – Attorney Land introduced Caroline Kling, a paralegal.

**City Engineer Report** – Jennifer Koehler stated Barr staff completed the storm sewer inspection on September 4<sup>th</sup> and no items were observed that require follow-up action in 2024/2025.

Koehler stated Pipe Services completed televising of the sanitary sewer along the river bluff and the storm drop shaft system on October 29<sup>th</sup>. Three areas require follow-up action. The cost to complete the televising work was \$5,980. **Moved by Councilmember Hanzal and seconded by Councilmember Kleinman to authorize payment to Pipe Services for televising services.**

Koehler reported sediment was found in pipes at two locations and recommended obtaining a quote to check out the cause. **Moved by Councilmember Hanzal and seconded by Councilmember Cornell to authorize Barr to request a quote from Pipe Services for cleaning of the sanitary sewer at two locations. Motion carried 5-0.**

Additionally, infiltration (water seeping into the main pipe) was noted at a private connection belonging to The Riverwood apartments. Koehler recommended obtaining a quote to seal the connection outside the pipe. **Moved by Mayor Diehl and seconded by Councilmember Kleinman to request a quote from a contractor to repair the connection where potential infiltration was observed. Motion carried 5-0.**

Koehler stated a special meeting on the bluff runoff management plan was set for Monday, December 2, 2024 at 4:00 p.m.

**October Financial Reports** – The financial reports for October were presented. **Moved by Mayor Diehl and seconded by Councilmember Kleinberg to approve the October 2024 financial reports, as presented. Motion carried 5-0.**

**History Committee** – Councilmember Kleinman gave a rundown of the last the meeting. The next History Committee meeting will be held on December 18th.

**Resolution 2024-19, Canvassing the 2024 Municipal General Election Results** – Moved by Councilmember Kleinman and seconded by Councilmember Cornell to approve Resolution 2024-19, Canvassing the 2024 Municipal General Election Results. **Motion carried 5-0.**

**Prosecution Legal Services** – Administrator Tollefson reported that Grannis & Hauge informed the city of its intention to discontinue providing prosecution services to the city effective November 10, 2024. She requested proposals from three firms and received one from Campbell Knutson and one from Kelly & Lemmons. Conor Tobin, our prosecuting attorney, is now at Campbell Knutson. **Moved by Mayor Diehl and seconded by Councilmember Kleinman to accept the termination of prosecution services with Grannis & Hauge and authorize the City to enter into an agreement for prosecution services with Campbell Knutson according to the rate structure in the proposal. Motion carried 5-0.**

**Resolution 2024-20, Approving State of MN Joint Powers Agreements with the City of Lilydale on Behalf of Its City Attorney** – Moved by Councilmember Hanzal and seconded by Councilmember Cornell to approve Resolution 2024-20, Approving State of MN Joint Powers Agreements with the City of Lilydale on Behalf of Its City Attorney. **Motion carried 5-0.**

**Resolution 2024-21, Approving Master Subscriber Agreement with Minnesota Court Data Services for Government Agencies** – Moved by Councilmember Hanzal and seconded by Councilmember Kleinberg to approve Resolution 2024-21, Approving Master Subscriber Agreement with Minnesota Court Data Services for Government Agencies. **Motion carried 5-0.**

**Independent Contractor Agreement** – Moved by Councilmember Kleinman and seconded by Councilmember Kleinberg to approve the Independent Contractor Agreement with Vicki Albu, as presented. **Motion carried 5-0.**

**2025 Liquor License Renewals** – Moved by Councilmember Hanzal and seconded by Councilmember Kleinman to approve the 2025 Liquor License Renewals, as presented. **Motion carried 5-0.**

**Sanitary Sewer and Storm Sewer Rates** – Councilmember Hanzal reported that he and Mary Tollefson reviewed the sanitary sewer and storm sewer rates and engaged Shannon Sweeney from David Drown Associates to conduct a rate study for \$1,000. Mayor Diehl stated that Lilydale residents are similarly situated in terms of age and household size. He recommended that households pay the same amount as currently, but move from billing based on SAC units to living units. Councilmember Hanzal will provide a report at the December city council meeting.

**Council Comments** – A planning commission meeting will be held on November 18<sup>th</sup> to discuss adult use cannabis. A public hearing on the matter will be held by the city council.

**Mayor's Report**

- 1) Mayor Diehl asked councilmembers for authorization to respond to Kay Frye's letter to the City Council regarding sale of the vacant city lot. **Moved by Councilmember Cornell and seconded by Councilmember Hanzal to authorize Mayor Diehl to respond to a letter from Kay Frye on the sale of land in Lilydale. Motion carried 5-0.**
- 2) Mayor Diehl introduced and moved Resolution 2024-22 Commending the Minnesota Department of Transportation for Repair and Restoration of Trunk Highway 13 in Lilydale. **Motion seconded by Councilmember Kleinman to approve Resolution 2024-22. Motion carried 5-0.**
- 3) Mayor Diehl introduced and moved Resolution 2024-23 Commending Dave Dreelan for his Service to the City of Lilydale. **Motion seconded by Councilmember Kleinberg to approve Resolution 2024-23. Motion carried 5-0.**

**Adjournment** – The meeting adjourned at 5:58 p.m.

Respectfully submitted:

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Mary Tollefson, City Clerk