

**LAMBERTON CITY COUNCIL**  
**REGULAR MEETING • CITY HALL**  
**May 12, 2025 • 6:30 P.M.**

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**1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES**

- A. Additions/Deletions to Agenda

**2. CONSENT AGENDA**

- A. Approval of Minutes (can all be done in one motion)
  - 1. 4-14-2025 – City Council Regular Minutes

**3. GENERAL BUSINESS**

- A. Petitions, Request, Communications
  - 1. Citizen Complaints & Concerns
    - a. Cassidy Miller – Follow-Up Letter to last month's meeting
    - b. 402 Ash Street Complaint
  - 2. Building/Zoning Permit Requests - None
  - 3. Request for Council Action
    - a. RCA – Discussion Tree & Parking Ordinances
      - Community members have expressed they will be attending the meeting to speak.
    - b. RCA – Ambulance Pay Rates
    - c. RCA – Ambulance Retention Bonus
    - d. RCA – Ambulance Billing – New Contract
    - e. RCA – Stavnes Rental Property – Storage Container
    - f. RCA – Old School Parcels
    - g. RCA – Ordinance for Lead Service Line Replacement
- B. Department Reports
  - 1. Library –
  - 2. Ambulance Department –
  - 3. Fire Department –
  - 4. Police Department –
  - 5. Maintenance Department -
  - 6. Administration/EDA Department – Report Submitted
- C. Ordinances and Resolutions (can all be done in one motion)
  - 1. 2025-05 Resolution Accepting Donations
  - 2. 2025-06 Resolution for Lead Service Line Application
    - a. RCA – Lead Service Lines Application Resolution
- D. Financial Report & Approval of Claims
  - 1. May 2025 Financial Report
  - 2. Approval of Claims

**4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS**

- A. Information for Council
  - 1. Pool Grant Rejection Letter

**5. NEXT MEETING DATES**

- A. Regular Council Meeting June 9, 2025 at 6:30 PM

**6. ADJOURNMENT**

**LAMBERTON CITY COUNCIL**  
**REGULAR MEETING MINUTES**  
**April 14, 2025 • 6:30 P.M.**

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**1. CALL TO ORDER/ADOPT AGENDA/CEREMONIAL DUTIES**

- Meeting called to order at 6:30 PM April 14, 2025.
- Present: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr
- Staff in Attendance: V. Halter, J. Thram, T. Birkemeyer, T. Neperman, A. Vogel

A. Additions/Deletions to Agenda

1. Add RCA – Commercial Club
2. Add RCA – Library Hire

***Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve the agenda as amended.***

**2. CONSENT AGENDA**

A. Approval of Minutes (can all be done in one motion)

1. 3-10-2025 City Council Regular Meeting
2. 3-31-2025 City Council Special Meeting Minutes
3. 4-7-2025 City Council Special Meeting Minutes
4. 4-8-2025 City Council Special Meeting Minutes

***Motion/Second/Pass (Bittner/Cairnes/unanimous 5/0) to approve the minutes as listed.***

**3. GENERAL BUSINESS**

A. Petitions, Request, Communications

1. Citizen Complaints & Concerns –

- a. Cassidy Miller – Ash Trees – Discussion was held. Boulevard trees have started to be removed using budgeted money. Removal has started at the Northwest corner of town and working east and south. Budgeted money has been used, so now we will wait until the next budget season. Mayor Sik stated if Miller was not getting a response from Halter he should have come to the council members before he took the trees down.

2. Building/Zoning Permit Requests –

- a. Daniel Kronbach – Tree House construction

***Motion/Second/Pass (Irlbeck/Bittner/unanimous 5/0) to approve building permit 2025-01417 2<sup>nd</sup> Ave W. Daniel Kronbach Tree House.***

3. Request for Council Action

- a. RCA – Tree & Wood Storage Ordinance & Parking Ordinance Posting – Revised ordinances were gone over during a council work session. Discussion held. Ordinances need to be available to the public for 10 days prior to the council voting on

***Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to approve posting the proposed Tree & Wood Storage Ordinance and the Parking Ordinances.***

- b. RCA – Earned Sick and Safe Time Policy – Discussion was held.

***Motion/Second/Pass (Cairnes/Pfarr/unanimous 5/0) to approve the Earned Sick & Safe Time Policy on the condition that a work session is set up to work through updating current policy for full-time employees to meet the new requirements.***

- c. RCA – Ambulance Resignation – Rob Stoppel has submitted his resignation from the Ambulance service because of a change in job duties.

***Motion/Second/Pass (Pfarr/Irlbeck/unanimous 5/0) to approve the resignation of Rob Stoppel from the Ambulance service and thank him for his service.***

- d. RCA – Commercial Club Printing - The Commercial Club has a new business directory and is looking for someone to print them. The City Fee schedule would be \$1 per page and they are two sided so – it would be \$2 a flyer.

***Motion/Second/Pass (Pfarr/Cairnes/unanimous 5/0) to print the flyers at City cost for the Commercial Club.***

- e. RCA – Library Hire – Linda Roiger has applied to be a fill-in position.

***Motion/Second/Pass (Bittner/Cairnes/unanimous 5/0) to approve the hiring of Linda Roiger at Grade 1 Step 3.***

**B. Department Reports**

- 1. Library – Report Submitted. Vogel present and updated the council on attendance of Library Week events. 38 people attended the movie, 26 kids for games, 27 kids attended bad art night, Sound Bath 23 people, and Bed-Time Stories had 18 people.

***Motion/Second/Pass (Pfarr/Cairnes/unanimous 5/0) to approve the library report as presented.***

- 2. Ambulance Department –Director Birkemeyer was present. The Lamberton Ambulance was Recognition for Clinical Excellence. This is the second year in a row. March there were 13 calls with 12 transports and 1 fire stand-by. Wabasso has not taken any calls in the last 2 months. Wabasso has approached us a ending the contract of dual page. Birkemeyer will talk to the Sheriff and get things in place. The new cot will get installed this next month. Birkemeyer would like to add a \$150 No-Load or Lift Assist Fee to the fee schedule. Because there is expense in being called out and the service cannot bill insurance if there is no transport.

***Motion/Second/Pass (Bittner/Irlbeck/unanimous 5/0) to modify the Fee Schedule to add \$150 No-Load for Ambulance services.***

***Motion/Second/Pass( Bittner/Pfarr/unanimous 5/0) to approve the Ambulance report as given.***

- 3. Fire Department – Chief Neperman was present and reported they did do some requested CRP burns. The radio in one of the fire trucks has been replaced that was causing trouble. Generator bids came in much higher than expected so they are not moving forward with that at this time. The department is 3 people sort. Halter stated she would like to move towards fire recruitment.

***Motion/Second/Pass (Pfarr/Bittner/unanimous 5/0) to approve the fire report as given.***

- 4. Police Department – No report.

- 5. Maintenance Department – Thram was present. City Park and Kuhar Park are open. Started sweeping streets. Clinic windows are ordered.

***Motion/Second/Pass (Irlbeck/Cairnes/unanimous 5/0) to approve the Maintenance report as given.***

- 6. Administration/EDA Department – Worked on Ambulance recruitment, Police Interviews, Halter is on the Core Team for Redwood County Childcare Initiative (Lamberton is currently 70 spots short), Halter will be out a couple weeks for knee replacement surgery.

***Motion/Second/Pass (Cairnes/Pfarr/unanimous 5/0) to approve the Administration/EDA report as given.***

**C. Ordinances and Resolutions (can all be done in one motion)**

- 1. 2025-04 – Resolution Accepting Donations

**D. Financial Report & Approval of Claims**

- 1. April 2025 Financial Report
- 2. Approval of Claims
- 3. Quarterly Balances

***Motion/Second/Pass (Cairnes/Pfarr/unanimous 5/0) to approve Resolution 2025-04, April Financial Report and Approval Claims.***

**4. MAYOR & COUNCIL REPORTS & COMMUNICATIONS**

**A. Information for Council**

- 1. Lamberton Taxation Valuations – Halter attended. No residents attended.
- 2. Notice of Surplus Proceeds – Stillo Property because it sold for more than the assessments, the City can make a claim for any of the extra funds. Halter questioned if the council knew of expenses that may not have been paid that we should put a claim in for.
- 3. Clinic – Final Lease – Halter will have Lydell sign.
- 4. Bittner gave an update from her SRDC meeting. Other communities for blighted properties are offering a rebate to encourage people to take care of their blighted properties.

The council moved into a closed meeting to discuss a personnel matter at 8:00 PM

Closed portion of the meeting began at 8:00 PM.

Present for the closed session: Mayor L. Sik, L. Bittner, D. Irlbeck, A. Cairns, L. Pfarr  
Staff in Attendance: V. Halter

Discussion held on the Chief of Police applicants.

Resumed regular meeting at 8:22 PM.

RCA – Police Chief position – There were three applicants interviewed for the Chief of Police position.

***Motion/Second/Pass (Cairnes/Bittner/unanimous 5/0) to approve offer the Police Chief position to Derek Determan at 40 hours a week at a salaried wage of \$85,000 and able to a vehicle home. Halter has the authority to offer up to \$90,000 if need be.***

## **5. NEXT MEETING DATES**

Regular Council Meeting May 12, 2025 at 6:30 PM

## **6. ADJOURNMENT**

***Motion/Second/Pass (Pfarr/Cairnes/unanimous 5/0) to adjourn the meeting. Meeting adjourned at 8:30PM.***

Respectfully Submitted,

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Valerie Halter  
Clerk

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Lydell Sik  
Mayor

Cassidy J Miller

909 South Cherry St

To whom it may concern:

I seen the council meeting on my matter on my 2 Ash Trees. There were good points made.

However, Lynn Pfarr makes her argument stating that there is no sidewalk so the chances of someone getting hurt is not likely. There is more foot traffic on South Cherry Street than vehicle traffic on certain days, especially during the warm weather months. Justin states that to use the grant money to remove Ash Trees it must be done during cold weather months, so the larvae won't spread to other Ash Trees. To my knowledge to stop the spread of the larvae to other Ash trees it should be done during Oct 1<sup>st</sup>-March 31<sup>st</sup>. I removed my Ash trees on March 18<sup>th</sup>. Well within the allotted time frame. Lydell states I should have come to council after I didn't get the response I wanted instead of just removing the Ash Trees. He has a point in that I should have come to a meeting before taking the Ash trees down. However, I thought it was best to take the Ash Trees out before March 31<sup>st</sup>. To stop the spread of larvae and to eliminate a hazard to the public. The smallest of branch falling from 60ft onto somebody can cause great bodily harm or death in certain circumstances. That is something I would not want on my conscience. In the world we live in today if a branch did hit somebody or even a car passing by their very well could have been a lawsuit on my hands seeing I knew my Ash trees were infested with emerald Ash Borer. Amanda Cairns, Dave Irlbeck and Lydell seemed like they were open for debate. But it seemed to me that Lynn Pfarr and Leah Bittner had their minds made up before the meeting even started. Val dropped the ball she stated that on April 3<sup>rd</sup> during our phone call. Weather she owns up to it or not has yet to be seen. If I had 2 maple trees in the same spot as the Ash trees or if the Ash trees were in my backyard, we wouldn't be having this conversation. This is about the City of Lamberton doing what is right. I have enclosed the bill from Kecks Tree Service and a

statement from Jon Keck stating my ash trees were infected emerald ash borer. Thanks again for the time and consideration on this matter.

Sincerely:

Cassidy J Miller

A handwritten signature in black ink, appearing to read "Cassidy J. Miller", written in a cursive style.

Cell-507-381-4350

Buisness-507-648-3648

Email- Cass0566@gmail.com



# KECK TREE SERVICE

Tree Removal \* Tree Trimming \* Stump Grinding

Jon Keck - Phone: 507-227-0860

26977 Co. Hwy. 15 - Lamberton, MN 56152

Name

Address

Cassidy Miller  
909 S Cherry St. Lamberton

Ph. No.

Date 4-14-25

SOLD BY

CASH

C.O.D.

CHARGE

ON ACCT.

QTY.

DESCRIPTION

PRICE

AMOUNT

- Cassidy's trees  
were infected  
with Emerald  
Ash Borer.

Jon Keck



# INVOICE

Thank you for your business!

Keck Tree Service  
7077 County Road 15  
Lamberton, Minnesota 56152  
United States

5077770465

## BILL TO:

Cassidy Miller  
909 South Cherry Street  
Lamberton, Minnesota 56152  
United States

Invoice Number: 1182

Invoice Date: March 18, 2025

Payment Due: April 2, 2025

Amount Due (USD): \$2,147.00

## Items

Removal of 2 ash trees, stumps and clean-up

Quantity

1

Price

\$2,000.00

Amount

\$2,000.00

Subtotal:

\$2,000.00

Tax 7.35%:

\$147.00

Total:

\$2,147.00

Amount Due (USD):

\$2,147.00

A 3.5% per month finance charge will be added to late payments.

Powered by  wave

ORDINANCE VIOLATION  
COMPLAINT FORM

City of  
*Lamberton*

Person Reporting: anonymous

Complaint Type:

☐ Weeds/Overgrowth ☐ Junk/Garbage ☐ Vehicles

☐ Animal ☒ Other: trailer

Address of Violation: 402 ash St S Lamberton

Violation Date: 4-27-25 Violation Time: 1 PM

Visual Observations:

Old trailer flat tire with toppe  
has NOT moved in yrs. Same party  
owns little home with junk in the yard.  
Trailer by garage. Blue in color ? ?

OFFICE USE ONLY

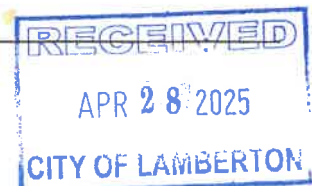
Property Owner: \_\_\_\_\_ Renter: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact Phone: \_\_\_\_\_ Date Received: \_\_\_\_\_

Employee Handling the Complaint: \_\_\_\_\_

Action Taken: \_\_\_\_\_



5-12-2025	<b>REQUEST FOR COUNCIL ACTION</b>
<b>TO:</b>	HONORABLE MAYOR & CITY COUNCIL
<b>FROM:</b>	Valerie Halter
<b>SUBJECT:</b>	Tree & Parking Ordinances
<b>ISSUE/REQUEST/ BACKGROUND:</b>	<p><b>Tree Ordinance:</b> Complaints/Concerns/Questions I have received:</p> <ul style="list-style-type: none"><li>• 30 days for a resident to have a diseased tree removed from their property is unreasonable.</li><li>• Does not feel anyone at the city is qualified to determine health of trees.</li><li>• Would property owner be able to get a second opinion?</li><li>• Wood storage – are old piles going to be given time to be used instead of having to move them and put them up off the ground?</li></ul> <p><b>Parking:</b> Complaints/Concerns/Questions I have received:</p> <ul style="list-style-type: none"><li>• 72 hours – not long enough.</li></ul>

5-12-2025	<b>REQUEST FOR COUNCIL ACTION</b>												
<b>TO:</b>	HONORABLE MAYOR & CITY COUNCIL												
<b>FROM:</b>	Valerie Halter												
<b>SUBJECT:</b>	Ambulance Pay Rate												
<b>ISSUE/REQUEST/ BACKGROUND:</b>	<p>We need to update the fee schedule to reflect how ambulance members will be paid. Policy is in place now, but we have not assigned rates to the actual rate types.</p> <p>I am proposing:</p> <table> <tr> <td>EMT Base Rate</td><td>\$ 1,500.00</td></tr> <tr> <td>EMR Base Rate</td><td>\$ 1,000.00</td></tr> <tr> <td>Meeting Rate</td><td>\$ 30.00</td></tr> <tr> <td>EMT Run Rate</td><td>\$ 45.00</td></tr> <tr> <td>EMR Run Rate</td><td>\$ 30.00</td></tr> <tr> <td>On-Call per Hr Rate</td><td>\$ 1.25</td></tr> </table> <p>I have attached what the 2024 payroll would have been using these rates.</p>	EMT Base Rate	\$ 1,500.00	EMR Base Rate	\$ 1,000.00	Meeting Rate	\$ 30.00	EMT Run Rate	\$ 45.00	EMR Run Rate	\$ 30.00	On-Call per Hr Rate	\$ 1.25
EMT Base Rate	\$ 1,500.00												
EMR Base Rate	\$ 1,000.00												
Meeting Rate	\$ 30.00												
EMT Run Rate	\$ 45.00												
EMR Run Rate	\$ 30.00												
On-Call per Hr Rate	\$ 1.25												

# NEW RATES USING 2 HOUR CALL TIME    Ambulance Payroll

Lower Base Rate, Higher Call Rate. Run Rate - USING 2024 NUMBERS

	EMT	EMR	Driver	Meeting Rate	Weekend On-Call Bonus Rate	Weekday On-Call Rate	Weekend On-Call Rate
Pay Rate	\$1,500	\$1,000	\$0	\$30.00	0%	\$1.25	\$1.25
Run Rate	\$45	\$30					Hours for Run 2.0

	Member	Payroll-ID	Role/ Certification	Base-Pay Eligible Months	Meetings Attended	Weekday On-Call Hours	Weekend On-Call Hours	On-Call Coverage %	Base Pay	Meeting Pay	Weekday Pay	Weekend Pay	Runs	Officer Pay	Total Pay	2024 Actually Paid	Calls	Actual Hours
1			EMT	1	6	97.5	18.5	0.73%	\$125.00	\$180.00	\$145.00	\$23.13	\$ 450.00		\$923.13	\$ 628.27	5	9.13
2			EMT	8	11	609.5	496.5	6.96%	\$1,000.00	\$330.00	\$1,382.50	\$620.63	\$ 1,890.00	\$1,250.00	\$6,473.13	\$ 4,880.70	21	31.98
3			EMT	12	10	799.5	650.5	9.13%	\$1,500.00	\$300.00	\$1,812.50	\$813.13	\$ 2,160.00		\$6,585.63	\$ 4,790.57	24	47.55
4			EMT	12	10	822.5	532.5	8.53%	\$1,500.00	\$300.00	\$1,693.75	\$665.63	\$ 1,260.00		\$5,419.38	\$ 4,591.87	14	24.17
5			EMR	9	5	845.5	480	8.35%	\$750.00	\$150.00	\$1,656.88	\$600.00	\$ 1,860.00		\$5,016.88	\$ 3,394.93	31	50.95
6			EMT	10	9	755	277	6.50%	\$1,250.00	\$270.00	\$1,290.00	\$346.25	\$ 1,080.00		\$4,236.25	\$ 3,626.94	12	21.98
7			EMT	5	5	376.5	335.5	4.48%	\$625.00	\$150.00	\$890.00	\$419.38	\$ 1,080.00		\$3,164.38	\$ 2,218.46	12	16.9
8			EMT	1	9	162	37	1.25%	\$125.00	\$270.00	\$248.75	\$46.25	\$ 990.00	\$1,500.00	\$3,180.00	\$ 2,397.30	11	17.4
9			EMR	12	6	757	580	8.42%	\$1,000.00	\$180.00	\$1,671.25	\$725.00	\$ 1,020.00		\$4,596.25	\$ 3,899.29	17	26.8
10			EMT	2	5	217.5	207.5	2.68%	\$250.00	\$150.00	\$531.25	\$259.38	\$ 810.00		\$2,000.63	\$ 1,265.57	9	12.98
11			EMR	12	11	1010.5	612.5	10.22%	\$1,000.00	\$330.00	\$2,028.75	\$765.63	\$ 1,260.00		\$5,384.38	\$ 4,539.27	21	29.38
12			EMR	1	7	156.5	296.5	2.85%	\$83.33	\$210.00	\$566.25	\$370.63	\$ 300.00		\$1,530.21	\$ 1,250.78	5	7.88
13			EMT	12	11	791	733	9.60%	\$1,500.00	\$330.00	\$1,905.00	\$916.25	\$ 2,340.00		\$6,991.25	\$ 4,989.28	26	40
14			EMT	9	8	508	404.5	5.75%	\$1,125.00	\$240.00	\$1,140.63	\$505.63	\$ 1,080.00		\$4,091.25	\$ 3,338.34	12	19.02
15			EMR	1	2	123	61	1.16%	\$83.33	\$60.00	\$230.00	\$76.25	\$ 60.00		\$509.58	\$ 501.77	1	1.87
16			EMT	5	7	378	367	4.69%	\$625.00	\$210.00	\$931.25	\$458.75	\$ 1,620.00		\$3,845.00	\$ 2,381.36	18	31.43
17			EMT	4	5	296	292	3.70%	\$500.00	\$150.00	\$735.00	\$365.00	\$ 1,260.00		\$3,010.00	\$ 1,863.73	14	22.12
18			EMR	1	6	120	26	0.92%	\$83.33	\$180.00	\$182.50	\$32.50	\$ 780.00		\$1,258.33	\$ 630.15	13	17.52
19			EMR	5	5	488	158.5	4.07%	\$416.67	\$150.00	\$808.13	\$198.13	\$ 360.00		\$1,932.92	\$ 1,811.42	6	9.82
20																		
* Gray lines were already paid out before pay scale implementation																		
Total					138	9313.5	6566		\$10,708.33	\$3,150.00	\$15,821.88	\$6,571.25	\$ 21,660.00		\$55,501.46	\$ 53,000.00	272	438.88
% of Total Payroll									19%	6%	29%	12%						

5-12-2025	<b>REQUEST FOR COUNCIL ACTION</b>
<b>TO:</b>	HONORABLE MAYOR & CITY COUNCIL
<b>FROM:</b>	Valerie Halter
<b>SUBJECT:</b>	Ambulance Bonus
<b>ISSUE/REQUEST/ BACKGROUND:</b>	<p>When working on Ambulance recruitment and offering a bonus for new sign ons, it was mentioned that you would like to see the bonus given to the existing members as a retention incentive.</p> <p>If the council would like to do this, I'd like to get this set up for the members to know this is what's being done and what to expect.</p> <p>\$1,200 EMT \$750 EMR</p> <p>Paid out in three installments. 1/3 of bonus amount with each payroll December 2025, December 2026, December 2027.</p> <p>New Sign Ons will be paid: <i>Bonuses will be paid in three installments 1) After passing EMT/EMR testing 2) After first year of service 3) After second year of service.</i></p>

5-12-2025	<b>REQUEST FOR COUNCIL ACTION</b>
<b>TO:</b>	HONORABLE MAYOR & CITY COUNCIL
<b>FROM:</b>	Valerie Halter
<b>SUBJECT:</b>	Ambulance Billing Contract
<b>ISSUE/REQUEST/ BACKGROUND:</b>	<p>There has been some structural changes to the billing company and they are wanting a new contract to begin June 1, 2025.</p> <p>I have attached the email correspondence I have had with them regarding the changes.</p> <p>I have not received the new contract yet with the changes I requested. No \$500 set-up fee and 45 days to pay their invoice.</p> <p>I need council approval to go ahead with the contract with requested changes.</p>

# Hometown Billing

This Agreement is effective May 18<sup>st</sup>, 2025, by and between Lamberton Ambulance and Hometown Billing LLC., 1295 Northland Dr., Suite 270 Mendota Heights, MN 55120.

In this Agreement, the party who is contracting to receive services shall be referred to as “Provider” and the party who will be providing the services shall be referred to as “Hometown Billing”.

Hometown Billing LLC has extensive training and background in medical accounts receivable billing and management and is willing to provide service to Provider based on this background.

Provider desires to have services provided by Hometown Billing.

Therefore, the parties agree as follows:

1. **DESCRIPTION OF SERVICES.** Beginning on June 1<sup>st</sup>, 2025 Hometown Billing LLC will provide the following services, (collectively the “Services”) for Provider:
  - Patient and Charge Entry
  - Insurance Submission/resubmission
  - Insurance payment review and appeals
  - Patient Statements
  - Payment, Adjustment and refund posting
  - Monthly Reporting as requested by Provider
  - Collection Agency placements and balance maintenance
2. **PERFORMANCE OF SERVICES.** Hometown Billing LLC shall determine the manner in which the Services are to be performed and the specific hours to be worked by Hometown Billing, provided that Hometown Billing LLC shall comply with national professional billing and/or coding standards and all applicable state and federal laws and regulations including but not limited to Medicare guidelines and collections laws. Provider will rely on Hometown Billing LLC to work as many hours as may be reasonably necessary to fulfill Hometown Billing’s obligations under this agreement.
3. **FEES.** ~~\$500 start up fee~~ 7% of billed and collected funds. The fee for any special services or projects requested by provider will be negotiated on an individual basis. Hometown Billing LLC will present provider with a billing statement by the 10<sup>th</sup> of each month. ~~This statement is due the 20<sup>th</sup> of each month. Billing services will be suspended if invoice is more than ten (10) days past due.~~
4. **PAYMENT.** Payment practices are as follows:
  - All payments for services will be made in the provider’s name.
  - All payments received at the office of Hometown Billing LLC will be posted to the patients’ individual accounts for bookkeeping purposes and the actual checks will be forwarded to the provider.
  - Hometown Billing LLC certifies it will NEVER convert a provider’s payment to its own name or for its own use.
  - Provider has free and full access to all insurance explanations and remittances.
  - Payments received at the office of the provider may be deposited by the provider. The provider will be responsible for forwarding all payment information and explanations of benefits received at Provider’s office to Hometown Billing.

- Refunds requests will be sent to provider to reimburse overpayments.
5. **TERM OF AGREEMENT.** This agreement shall be continuous unless review and/or revision is requested by Provider or Hometown Billing LLC. Requests for changes must be submitted in writing and allow a minimum of thirty (30) days for review and /or revision.
  6. **TERMINATION OF AGREEMENT.** Either party may terminate this agreement upon notification in writing to the other. Hometown Billing agrees to give a minimum of 90 days notice to Provider if Hometown Billing wishes to terminate the contract. Provider must give 90 days notice of cancellation. No further charges will be accepted after the termination date. Hometown Billing has 90 days to pursue all balances after the termination date. All balance will be returned to the Provider at the end of the 90 days.
  7. **RELATIONSHIP OF PARTIES.** It is understood that Hometown Billing LLC is an independent corporation with respect to Provider, and Hometown Billing LLC employees are not employees of Provider.
  8. **PROPRIETARY RIGHTS.** Provider is aware that Hometown Billing LLC claims proprietary rights to any processes, equipment and software provided by Hometown Billing LLC and placed under Provider's control. Provider agrees to not reproduce, duplicate, or copy in any form, by any means, items that are subject to the claim for proprietary rights.
  9. **INJURIES.** Hometown Billing LLC acknowledges their obligation to obtain appropriate insurance coverage for the benefit of Hometown Billing LLC (and Hometown Billing's employees). Hometown Billing LLC waives any rights to recovery from Provider for any injuries that Hometown Billing LLC and its employees may sustain while performing services under this Agreement and are a result of the negligence of Hometown Billing LLC or its employees. Furthermore, Hometown Billing LLC agrees to indemnify and hold harmless Provider and its officers, directors, employees and agents from and against any and all liabilities, claims, losses, damages, fines, penalties, injuries, costs, or expenses, including reasonable attorney fees, arising out of any breach of this Agreement or any negligent, reckless or intentional acts or omissions by Hometown Billing LLC, its officers, directors, employees, or agents.
  10. **CONFIDENTIALITY.** Hometown Billing LLC recognizes that Provider has and will have the following information: prices, costs, discounts, future plans, business affairs, process information, patient lists, and other proprietary information (collectively, "Information") which are valuable, special, and unique assets of Provider. Hometown Billing LLC agrees that they will not at time or in any manner, either directly or indirectly, use any Information for Hometown Billing's own benefit, or divulge, disclose, or communicate in any manner any Information to any third party without prior written consent of Provider. Hometown Billing LLC will protect the Information and treat it as strictly confidential. A violation of this paragraph shall be a material violation of this Agreement. An underlying Business Associate Agreement is also required for all contracts.
  11. **UNAUTHORIZED DISCLOSURE OF INFORMATION.** If it appears that Hometown Billing LLC has disclosed (or has threatened to disclose) Information in violation of this agreement, Provider shall be entitled to an injunction to restrain Hometown Billing LLC from disclosing, in whole or in part, such Information, or from providing any services to any party to whom such Information has been disclosed or may be disclosed. Provider shall not be prohibited by this provision from pursuing other remedies, including a claim for losses and damages.
  12. **CONFIDENTIALITY AFTER TERMINATION.** The confidentiality provisions of this Agreement shall remain in full force and effect after the termination of this Agreement.
  13. **SERVICES TO THIRD PARTIES.** The parties recognize that Hometown Billing LLC provides billing/consultation services to third parties. However, the confidentiality provisions of this

Agreement bind Hometown Billing LLC, and Hometown Billing LLC may not use the Information, directly or indirectly, for the benefit of third parties.

14. ENTIRE AGREEMENT. This Agreement contains the entire agreement of the parties and there are no other promises or conditions in any other agreement whether oral or written. This Agreement supersedes any prior written or oral agreements between the parties.
15. AMENDMENT. This Agreement may be modified or amended if the amendment is made in writing and is signed by both parties.
16. SEVERABILITY. If any provision of this Agreement shall be held to be invalid or unenforceable for any reason, the remaining provisions shall continue to be valid and enforceable. If a court finds that any provision of this Agreement is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision shall be deemed to be written, construed, and enforced as so limited.
17. WAIVER OF CONTRACTUAL RIGHT. The failure of either party to enforce any provision of this Agreement shall not be construed as a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Agreement.
18. APPLICABLE LAW. The laws of the State of Minnesota shall govern this Agreement.
19. NOTICES. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follow:

Provider Name and Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

And

Hometown Billing LLC.  
1295 Northland Dr., Suite 270  
Mendota Heights, MN 55120

SIGNED AND DATED BY:

\_\_\_\_\_  
Name (Print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Hometown Billing Representative (Print)

\_\_\_\_\_  
Hometown Billing Representative Title

\_\_\_\_\_  
Hometown Billing Representative Signature

\_\_\_\_\_  
Date

**From:** [Valerie Halter](#)  
**To:** [Jenna Kanitz](#)  
**Subject:** RE: Ambulance Rate Increase  
**Date:** Friday, May 02, 2025 12:04:00 PM

---

Those changes would be appreciated.

**Valerie Halter**

City Clerk



112 2<sup>nd</sup> Ave.

PO Box 356

Lamberton, MN 56152

Office: 507-752-7601

FAX: 507-752-7117

[www.lambertonmn.com](http://www.lambertonmn.com)

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**From:** Jenna Kanitz <[Jenna@hometownbilling.net](mailto:Jenna@hometownbilling.net)>  
**Sent:** Thursday, May 01, 2025 7:14 PM  
**To:** Valerie Halter <[vhalter@lambertonmn.com](mailto:vhalter@lambertonmn.com)>  
**Cc:** Breanne Opitz <[breanne@hometownbilling.net](mailto:breanne@hometownbilling.net)>  
**Subject:** Re: Ambulance Rate Increase

Good Evening,

We still have a group up north but also have staff in the Twin Cities at our corporate office. The staff up north all work virtual where at corporate we are all onsite. The owners of Hometown Billing sold their company last August to Horowitz Health. I was brought on in January as the Executive Director to help organize and build the business.

- The contract does state the \$500 set up fee which is waived for existing clients

- The 7% is only what we collect for you , so the more money we make for you the more we make for ourselves.
  - I have a team that just works ambulance runs. It consists of a coder, biller, poster, verification specialists and someone who works denials and aging. Before the billers were all across the board from ambulance to medical imaging. That approach does not work for optimum results
  - All of our current clients and future will be at the 7% for commission of revenue received.
- The payment date of your invoices can always be amended within the contract.

If you would like to set up a zoom call to discuss with our team, I would be happy to oblige. I can also remove the part of the contract that will not apply to you as far as the \$500 fee and the ten days for receipt of payment. I will have Bre send out a new contract reflecting those changes.

Thank you,  
Jenna

**Jenna Kanitz | Executive Director- CPC, CPB, CEMC, CPCD**

Hometown Billing  
(651) 509-4902  
[Jenna@hometownbilling.net](mailto:Jenna@hometownbilling.net)

*Disclaimer*

*This communication may contain protected health information, the release of which is restricted by federal law. Any information about a client or clients has been disclosed to you from records protected by federal confidentiality rules governing federally assisted drug or alcohol abuse programs (42 C.F.R., Part 2) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA). The federal rules prohibit you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or as otherwise permitted by 42 C.F.R, Part 2, and HIPAA. A general authorization is not sufficient for this purpose.*

*The federal rules restrict any use of the information to criminally investigate or prosecute any alcohol or drug abuse client. Any unauthorized re-disclosure of the information contained in this communication may be punishable under federal statutes.*

---

**From:** Valerie Halter <[vhalter@lambertonmn.com](mailto:vhalter@lambertonmn.com)>  
**Sent:** Thursday, May 1, 2025 10:42 AM  
**To:** Jenna Kanitz <[Jenna@hometownbilling.net](mailto:Jenna@hometownbilling.net)>  
**Subject:** RE: Ambulance Rate Increase

Sorry for this taking so long.

I have a few questions – what happened to everyone up-north? Why this change all of a sudden? Were you apart of that group or is this a new group all together?

Contract questions/concerns:

- Why are we paying a \$500 set-up fee?
- 7% seems steep especially when you can change it with just a 30 day notice.
- We cannot pay the invoice from you in 10 days. All our bills need council approval. They meet the second Monday of each month. We generally cut bills the Thursday before so chances of you hitting that cycle correctly will be low.

My next council meeting is May 12, 2025 so I cannot sign any contract before they review it.

**Valerie Halter**

City Clerk

City of  
*Lamberton*

112 2<sup>nd</sup> Ave.

PO Box 356

Lamberton, MN 56152

Office: 507-752-7601

FAX: 507-752-7117

[www.lambertonmn.com](http://www.lambertonmn.com)

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**From:** Jenna Kanitz <[jenna@hometownbilling.net](mailto:jenna@hometownbilling.net)>  
**Sent:** Monday, April 14, 2025 1:05 PM  
**To:** Valerie Halter <[vhalter@lambertonmn.com](mailto:vhalter@lambertonmn.com)>  
**Cc:** Breanne Opitz <[breanne@hometownbilling.net](mailto:breanne@hometownbilling.net)>  
**Subject:** Ambulance Rate Increase

Hello I am following up on my email from 03/31

My name is Jenna Kanitz, and I am the new Billing Director for Hometown Billing. We are happy to have you as one of our clients and look forward to growing with you in the future. In terms of staying competitive in the market of ambulance billing we will be changing our fees beginning June 1st, 2025. We are now implementing a percentage of 7 % commission of the receivables that we collect. There will no longer be a flat fee per run. This increase reflects the quality of our work and the expertise of our billers that we will be providing for your group.

We have restructured our billing team from the bottom up and the benefits to you are:

- Experienced billers who have a combined 15 years of ambulance billing
- Dedicated team just for billing, submitting claims, working denials and verification of benefits for your group
- New end of month reporting with full transparency

We would love to continue our relationship with you but ultimately it is your decision if you stay with Hometown Billing. If you choose not to continue with us, we will most graciously help with the transition of your account as well as continue working on your account receivable for 60 days.

If you choose to move forward, I have attached a new Hometown Billing contract that will need signatures and returned no later than May 18th, 2025

Please feel free to reach out with any questions to either myself or Breanne Opitz who has been CC'd on this email.

Sincerely,

Jenna Kanitz

**Jenna Kanitz | Director of Billing - CPC, CPB, CEMC, CPCD**

Hometown Billing

(651) 509-4902

[Jenna@hometownbilling.net](mailto:Jenna@hometownbilling.net)

*Disclaimer*

*This communication may contain protected health information, the release of which is restricted by federal law. Any information about a client or clients has been disclosed to you from records protected by federal confidentiality rules governing federally assisted drug or alcohol abuse programs (42 C.F.R., Part 2) and the Health Insurance Portability and Accountability Act of 1996 (HIPAA). The federal rules prohibit you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent of the person to whom it pertains or as otherwise permitted by 42 C.F.R, Part 2, and HIPAA. A general authorization is not sufficient for this purpose.*

*The federal rules restrict any use of the information to criminally investigate or prosecute any alcohol or drug abuse client. Any unauthorized re-disclosure of the information contained in this communication may be punishable under federal statutes.*

5-12-2025	<b>REQUEST FOR COUNCIL ACTION</b>
<b>TO:</b>	HONORABLE MAYOR & CITY COUNCIL
<b>FROM:</b>	Valerie Halter
<b>SUBJECT:</b>	Stavnes Rental Property - 109 Fourth Ave W
<b>ISSUE/REQUEST/ BACKGROUND:</b>	<p>Chad Stavnes had asked last year if he needed a building permit to move a storage shed in and I said no. (That's before Justin and I learned that yes permits are needed for sheds.)</p> <p>Chad then moved a shipping container/semi-trailer in.</p> <p>There have been complaints about it's placement and size.</p> <p>I asked Matt about what we should do since it was my mistake first by not getting a building permit. He said we should send a letter stating we needed a permit to review the placement of the shed and the permeable lot coverage of the lot. I have attached the letter that was sent.</p> <p>I have asked Bollig to survey the alley when they have a crew in the area, but that hasn't happened yet. (Justin isn't sure of the actual platted lot lines.) It looks like they lined it up with an existing garage on an adjacent lot, but that does not meet set-backs as they are now. The garage likely pre-dates the current set-back requirements.</p> <p>There has been no response from Chad.</p> <p>I need to know how the council wants to proceed. Do we wait for the Bollig survey then approach the subject then?</p> <div>   </div>



112 2nd Ave W • PO Box 356 • Lamberton, MN 56152  
Phone: (507) 752-7601 • Fax: (507) 752-7117 • Website: <https://lambertonmn.com>

March 19, 2025

Chad Stavnes  
PO Box 415  
Lamberton, MN 56152

Subject: Building Permit and Placement Review

Dear Chad,

I am reaching out regarding the installation of the shipping container on your property located at 109 Fourth Ave W. After further review, we have determined that a building permit is required for the placement of the container to ensure compliance with city ordinances, including zoning requirements related to setbacks and total lot coverage.

At this time, we ask that you submit a building permit application for review. This will allow us to assess the placement of the container in relation to property lines, right-of-way, and the zoning regulations outlined in the Lamberton City Code. Specifically, our ordinance states that the total ground coverage of all structures on a zoning lot must not exceed 30 percent.

The permit review process will help ensure that the container meets all applicable requirements and allow us to address any necessary adjustments. Please submit your application at your earliest convenience so we can work together to resolve this matter appropriately.

If you have any questions or need assistance with the application process, please do not hesitate to reach out. We appreciate your cooperation and look forward to working with you on this.

Sincerely,

Valerie Halter  
Clerk

5-12-2025	<b>REQUEST FOR COUNCIL ACTION</b>
<b>TO:</b>	HONORABLE MAYOR & CITY COUNCIL
<b>FROM:</b>	Valerie Halter
<b>SUBJECT:</b>	Old School Site Parcels
<b>ISSUE/REQUEST/ BACKGROUND:</b>	<p>Jesse from Bolton and Menk called and is working with the school to break up the parcels the old school sits on. The school wants to keep the Bus Garage/Shop area and sell the rest of the property.</p> <p>I reached out to both Scott at Bollig and Matt for advice. Apparently, it's largely a lawyer issue, but Scott did give some good pointers. I have attached those emails.</p> <p>I am just wanting to make sure the council is ok with Matt's recommendation of not doing anything or requiring anything.</p>

**From:** [matt@novaklawmn.com](mailto:matt@novaklawmn.com)  
**To:** ["Scott Kuhlman"](#); [Valerie Halter](#)  
**Subject:** RE: Question - School Site  
**Date:** Thursday, May 08, 2025 9:52:46 AM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image003.png](#)  
[image004.png](#)  
[image005.png](#)  
[image006.png](#)

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I would agree that this is largely an attorney question.

On the legal side of things, my recommendation would be to make no changes at this time – unless the city council has a very specific vision for the site.

First, the previous use is almost certainly grandfathered in as a pre-existing use (I'm assuming the school building pre-dates the zoning ordinance, and, I haven't looked, but I'm also guessing that the residential zoning permits school anyway). So even if we wanted to force a change, it would be hard for us to do so, until something else triggers that change.

Second, if someone is going to buy/demolish/develop/etc. – we might just be guessing at what their planned uses will be, and if we make any changes now we might accidentally prevent them from being able to do what they want to. Better to let them ask for a change in zoning if they want to do something that isn't currently permitted, so that we can consider that change and not accidentally prevent it.

Third, as Scott notes, there may be some logistical considerations regarding utilities, streets, etc. – if the zoning stays like it currently is and a developer has a vision, we can sometimes condition the changes to zoning on them performing/paying for the appropriate work that would need to be done – for example, paying for additional sewer hook ups as needed. If we make the change in anticipation, that can cut off our ability to negotiate on behalf of the taxpayers.

That all said, if it is zoned residential and someone wants to come in, tear it all down, and put in residential-compliant buildings, then they almost certainly can.

Let me know if you have any other questions.

Matt

---

**From:** Scott Kuhlman <[skuhlman@bollig-engineering.com](mailto:skuhlman@bollig-engineering.com)>  
**Sent:** Thursday, May 8, 2025 8:31 AM  
**To:** Valerie Halter <[vhalter@lambertonmn.com](mailto:vhalter@lambertonmn.com)>; [matt@novaklawmn.com](mailto:matt@novaklawmn.com)  
**Subject:** RE: Question - School Site

I'll say it's an attorney question.

One engineering tidbit though: Regarding the space buses need in order to enter and exit the garage, Jesse can drive the imaginary bus in CAD to determine how much space is needed for the various maneuvers the buses would need to make, to set where that lot line would/could/should be, for keeping all that bus driving on the parcel with the garage. (And, of course, this same exercise can be done using an actual bus and a tape measure, but where's the fun in that?)

And then one additional engineering tidbit: As consideration is given to subdividing the parcel, if there are portions of the building(s) that are planned to be demolished and those areas redeveloped, don't forget about water and sewer access. Any standalone parcels really should have their own access to utilities without crossing other parcels, if possible (or having extraordinarily long service lines). This may entail constructing mains extensions for some locations.

**Scott Kuhlman, P.E.**

Vice President of Technical Operations

[skuhlman@bollig-engineering.com](mailto:skuhlman@bollig-engineering.com)

320.235.2555 office | [www.bollig-engineering.com](http://www.bollig-engineering.com)



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**From:** Valerie Halter <[vhalter@lambertonmn.com](mailto:vhalter@lambertonmn.com)>

**Sent:** Wednesday, May 7, 2025 9:10 PM

**To:** [matt@novaklawmn.com](mailto:matt@novaklawmn.com); Scott Kuhlman <[skuhlman@bollig-engineering.com](mailto:skuhlman@bollig-engineering.com)>

**Subject:** Question - School Site

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I'm not sure if this is a lawyer question or an engineer question. So I have copied you both on

this email.

Jesse from Bolton and Menk called and is working with the school to break up the parcels the old school sits on. The school wants to keep the Bus Garage/Shop area and sell the rest of the property. I have attached a picture for reference.

The school is in a Residential Zone. So I am assuming that the new parcel would have to abide by all the set backs for a residential lot. But how does that happen when the buildings would still be connected?

My questions:

- Do we change the zoning?
- Do they request a variance and that voids the need for a zoning change?
- One concern I have are the doors open to the north. They are going to need a good amount of space to the north to get buses in and out of the garage. How far from that north building would they need to be to make that north building parcel meet code? Then is there enough room so that if someone buys the rest of the parcel to the east because you can only access it from the west?

We have council on Monday – so I'm kinda looking for direction so I can let them know.

Thanks for the help!

**Valerie Halter**

City Clerk



112 2<sup>nd</sup> Ave.

PO Box 356

Lamberton, MN 56152

Office: 507-752-7601

FAX: 507-752-7117

[I'm](#) not

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5-12-2025	<b>REQUEST FOR COUNCIL ACTION</b>
<b>TO:</b>	HONORABLE MAYOR & CITY COUNCIL
<b>FROM:</b>	Valerie Halter
<b>SUBJECT:</b>	Lead Service Line Replacement Ordinance
<b>ISSUE/REQUEST/ BACKGROUND:</b>	<p>Part of the requirements for the Lead Service Line replacement funding through the state is to have an ordinance on the books that allows this to happen.</p> <p>Attached is the proposed ordinance.</p> <p>I had Matt look at it. He suggested we add something that says if there is not funding cost could be assessed to the property owner. I don't like that because the entire reason for all this is to do while it is being funded by the state and that is what we have been saying all along. To put a statement like that in – seems like we are going back on what we have been saying – and creates uncertainty for the property owner. I don't think that is right.</p> <p>If in the future something comes up and we would have to look at assessments to property owners, we either update the ordinance or create a new one for those circumstances.</p> <p>Since we do not have a Chapter created in our updated ordinance format, I just put a number on it. As we go through ordinances and it makes sense for it to be in a certain "Chapter" we can do it at that time.</p> <p>I would publish this in the paper, on-line, website.</p> <p>The council would have to vote on this in June to meet deadlines.</p>

**CITY OF LAMBERTON  
ORDINANCE NO. 162**

**AN ORDINANCE AUTHORIZING THE REPLACEMENT OF LEAD, GALVANIZED, OR OTHER  
HAZARDOUS WATER SERVICE LINES ON PRIVATE PROPERTY IN THE CITY OF LAMBERTON**

**SECTION 1. PURPOSE AND INTENT**

The purpose of this ordinance is to protect public health and ensure safe drinking water by authorizing the replacement of lead, galvanized, or other hazardous water service lines on private property. This ordinance establishes the City's authority to conduct the work, hire necessary contractors and engineers, and outline property owner responsibilities in accordance with state and federal guidelines.

**SECTION 2. DEFINITIONS**

For the purposes of this ordinance, the following definitions shall apply:

**City** - means the City of Lambertton, Minnesota.

**Water Service Line** - means the pipe that connects a property's internal plumbing to the public water supply system, extending from the water meter to the curb stop.

**Lead or Galvanized Service Line** - means any portion of a water service line constructed of lead, galvanized steel, or any other material identified as a potential health hazard by the State of Minnesota or federal regulatory agencies.

**Curb Stop** - means the shut-off valve located near the property boundary that controls water flow to a private service line.

**Property Owner** - means the individual, partnership, corporation, or entity holding legal title to a property served by the City's water system.

**Contractor** - means a licensed professional hired by the City to perform the replacement of water service lines.

**SECTION 3. AUTHORITY TO REPLACE WATER SERVICE LINES**

- A. The City of Lambertton shall have the authority to replace, or cause to be replaced, water service lines from a resident's water meter to the curb stop if such lines are identified as lead, galvanized, or any other material deemed a potential health hazard.
- B. Replacement shall be carried out in accordance with all applicable state and federal regulations, as well as any guidelines established by the State of Minnesota for such programs. refusal to provide access shall be addressed pursuant to Section 7 below.

**SECTION 4. ACCESS TO PRIVATE PROPERTY**

- A. In order for the work to be completed, residents must allow access into their homes for access to the water meters.

- B. City crew members and contractors shall be allowed on private property to complete the necessary planning and work for the project.
- C. Property owners shall be notified in writing at least 30 days prior to the commencement of work on their property.
- D. Property owners shall cooperate with the City and its contractors to ensure the completion of the project in timely and efficient manners.

## **SECTION 5. CONTRACTING AND ENGINEERING SERVICES**

- A. The City of Lamberton shall have the authority to hire and contract with qualified engineers, contractors, and other necessary personnel to complete the water service line replacement project.
- B. All work shall be conducted in compliance with applicable state and local procurement laws and regulations.

## **SECTION 6. COST AND FUNDING**

- A. The cost of replacement shall be funded through the state programs and any applicable grants, loans, or other financial assistance available to the City.
- B. Property owners shall not be assessed any direct costs for the replacement of identified hazardous service lines under this program.

## **SECTION 7. ENFORCEMENT**

- A. If a property owner or resident is not willing to allow access to their property to have the work completed, it will become the property owner's responsibility to have the line replaced at their own expense.
- B. The City will record in the property records that the property owner did not allow the service line to be replaced, and that the City is no longer responsible for doing so.
- C. The City reserves the right to take any necessary action to ensure compliance with this ordinance in order to protect public health and safety.

## **SECTION 8. SEVERABILITY**

If any section, provision, or part of this ordinance shall be found to be invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of the remainder of this ordinance.

## **SECTION 9. EFFECTIVE DATE**

This ordinance shall take effect upon its passage and publication as required by law.

Adopted this \_\_\_\_ day of \_\_\_\_\_, 2025, by the City Council of the City of Lamberton.

---

Lydell Sik, Mayor

---

Valerie Halter, City Clerk



112 2nd Ave W • PO Box 356 • Lambertton, MN 56152  
Phone: (507) 752-7601 • Fax: (507) 752-7117 • Website: <https://lambertonmn.com>

## **Clerk/EDA Report May 12, 2025 Meeting**

- Basically Out April 15 – May 2 – I was in for payroll and billing. I did a few things from home, but not a lot.
- Back part-time May 5-9.
- Plan to be back basically full-time starting 5-12. I still have therapy Monday & Wednesday, but should graduate this week.
- Filed ARPA annual report. Requirement of Federal Government
- Police Chief Position
- Attended County Child Care Core Meeting.
- I was accepted to a Housing Institute that is put on by the Minnesota Housing Partnership. It is a series of 6 – 2 day conferences over an 18 month period. I will be in a team from Redwood County. All expenses are paid by them.

First meeting is June 3-4. <https://mhponline.org/housing-institute/>

### **HOUSING INSTITUTE**

*In many rural communities, there's a significant gap between the supply of affordable housing and the number of people who need it. MHP's Housing Institute closes that gap through customized curriculum, guided collaboration, and capacity building for a variety of community stakeholders.*

*Established in 2010, the Housing Institute brings together housing leaders and stakeholders to share their experiences, learn best practices, and develop creative solutions for bringing quality affordable housing to their communities.*

*For more than a decade, the Institute has shown that engaging stakeholders in truly effective and meaningful partnerships is the key ingredient to completing short-term projects and sustaining long-term relationships that contribute to vibrant rural communities and regions.*

**CITY OF LAMBERTON  
RESOLUTION 2025-04**

**A Resolution Accepting Donations to the City of Lamberton**

**WHEREAS**, the City of Lamberton, Minnesota is generally authorized to accept donations pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens; and

**WHEREAS**, the following persons and entities have offered to contribute the cash amounts set forth below with the terms and conditions to the City of Lamberton:

DONTAION #	NAME OF DONOR	TERMS,CONDITION OR USE	AMOUNT
POS182628A	A & D Clarke	Fire Department	100.00
POS182628B	A & D Clarke	Ambulance	100.00

**WHEREAS**, all such donations have been contributed to the city for the benefit of its citizens, as allowed by law; and

**WHEREAS**, the City Council finds that it is appropriate to accept the donations offered.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF LAMBERTON, MINNESOTA AS FOLLOWS:**

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

**Passed and Adopted by the City Council this 12<sup>th</sup> day of May 2025.**

**CITY OF LAMBERTON, MINNESOTA**

By: \_\_\_\_\_  
Mayor

**ATTEST:**

By: \_\_\_\_\_  
City Clerk

**CITY OF LAMBERTON  
RESOLUTION 2025-06**

**RESOLUTION FOR APPLICATION FOR LEAD SERVICE LINE REPLACEMENT FUNDING  
THROUGH THE MINNESOTA PUBLIC FACILITIES AUTHORITY, DRINKING WATER STATE  
REVOLVING FUND PROGRAM – LSLR APPLICATION**

**BE IT RESOLVED** that the City of Lambertton is hereby applying to the Minnesota Public Facilities Authority for a loan and/or grant from the Drinking Water Revolving Fund for a lead service line replacement project as described in the application.

**BE IT FURTHER RESOLVED** that the City of Lambertton estimates the MPFA-Financed amount to be \$325,000 or the as-bid cost of the project.

**BE IT FURTHER RESOLVED** that the City of Lambertton has the legal authority to apply for the loan and/or grant, and the financial, technical, and managerial capacity to repay the loan and ensure proper construction, operation and maintenance of the project for its design life.

**I CERTIFY THAT** the above resolution was adopted by the Lambertton City Council on May 12, 2025 .(month, day, and year).

**CITY OF LAMBERTON, MINNESOTA**

By: \_\_\_\_\_  
Lydell Sik  
Mayor

**ATTEST:**

By: \_\_\_\_\_  
Valerie Halter  
City Clerk

Lamberton  
IUP Bart B: 1640003-14  
LSLR



5-12-2025	<b>REQUEST FOR COUNCIL ACTION</b>
<b>TO:</b>	HONORABLE MAYOR & CITY COUNCIL
<b>FROM:</b>	Valerie Halter
<b>SUBJECT:</b>	Lead Service Line Replacement Application
<b>ISSUE/REQUEST/ BACKGROUND:</b>	Part of the requirements for the Lead Service Line replacement funding through the state is to have a resolution on the books that states the council approves of the application.



**FINANCIAL REPORT**  
**MAY 2025**

**NEW VENDORS**

**FINANCIALS**

**Claims for Approval:**

	Start #	End#	Total
Checks	47017	47047	\$36,083.45
eChecks	1574e	1592e	\$30,782.57
Payroll	0502746	0502752	\$20,456.69
Claims Total			\$87,322.71

**Voided Checks: 47039 - WRONG AMOUNT**

Approved: \_\_\_\_\_  
Mayor

Date: \_\_\_\_\_

Approved: \_\_\_\_\_  
Clerk

Date: \_\_\_\_\_



## CITY OF LAMBERTON

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**\*Check Detail Register©**

May 2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 Checking</b>					
<b>47017</b>	05/12/25	<b>ABDO LLP</b>			
E 100-41530-305		Other Contractual Service	\$860.00	506544	ACCOUNTING
		Total	\$860.00		
<b>47018</b>	05/12/25	<b>ALPHA WIRELESS</b>			
E 100-42220-404		Rep & Maint-Equipment	\$600.00	29736	FIRE RADIO INSTALL
		Total	\$600.00		
<b>47019</b>	05/12/25	<b>BOLLIG, INC</b>			
E 100-41700-305		Other Contractual Service	\$1,258.00	8661	ENGINEERING IND PK, GROVE ST
E 601-49400-305		Other Contractual Service	\$5,500.00	8663	ENGINEERING LEAD SERVICE LINE
		Total	\$6,758.00		
<b>47020</b>	05/12/25	<b>BOUNDTREE MEDICAL, LLC</b>			
E 201-42153-210		Operating Supplies & Post	\$107.18		EMS SUPPLY ORDER #40169542
E 201-42153-210		Operating Supplies & Post	\$164.05	85730144	EMS SUPPLY
E 201-42153-210		Operating Supplies & Post	\$198.16	85731581	EMS SUPPLY
E 201-42153-210		Operating Supplies & Post	\$105.32	85739931	EMS SUPPLY
		Total	\$574.71		
<b>47021</b>	05/12/25	<b>CENTER POINT LARGE PRINT</b>			
E 211-45501-214		Library Books	\$47.94	2157857	BOOKS
		Total	\$47.94		
<b>47022</b>	05/12/25	<b>CENTRACARE EMS</b>			
E 201-42153-305		Other Contractual Service	\$800.00		INTERCEPT MC, RC, LR, BT
		Total	\$800.00		
<b>47023</b>	05/12/25	<b>COMPUTERS &amp; BEYOND</b>			
E 100-41425-210		Operating Supplies & Post	\$61.53		SECURITY SOFTWARE YEARLY
E 100-42220-305		Other Contractual Service	\$61.53		SECURITY SOFTWARE YEARLY
E 100-43120-305		Other Contractual Service	\$61.53		SECURITY SOFTWARE YEARLY
E 100-45124-305		Other Contractual Service	\$61.53		SECURITY SOFTWARE YEARLY
E 100-41110-210		Operating Supplies & Post	\$61.53		SECURITY SOFTWARE YEARLY
E 100-45400-305		Other Contractual Service	\$61.53		SECURITY SOFTWARE YEARLY
E 601-49400-305		Other Contractual Service	\$61.53		SECURITY SOFTWARE YEARLY
E 602-49450-305		Other Contractual Service	\$61.53		SECURITY SOFTWARE YEARLY
E 201-42153-305		Other Contractual Service	\$61.53		SECURITY SOFTWARE YEARLY
E 603-49500-305		Other Contractual Service	\$61.53		SECURITY SOFTWARE YEARLY
E 211-45501-305		Other Contractual Service	\$61.53		SECURITY SOFTWARE YEARLY
E 207-46501-305		Other Contractual Service	\$61.54		SECURITY SOFTWARE YEARLY
E 100-41425-210		Operating Supplies & Post	\$44.44		EMS MACHINE SIGNED UP TO OFFICE
E 201-42153-210		Operating Supplies & Post	\$22.22	26381	EMS MACHINE SIGNED UP TO OFFICE
E 100-42110-305		Other Contractual Service	\$61.53	26569	SECURITY SOFTWARE YEARLY
		Total	\$866.56		
<b>47024</b>	05/12/25	<b>FARMERS CO-OP OIL COMPANY</b>			
E 100-42220-211		Motor Fuel & Lubricants	\$272.26		FUEL
E 100-42220-210		Operating Supplies & Post	\$5.29		SUPPLY



## CITY OF LAMBERTON

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May 2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-42110-211		Motor Fuel & Lubricants	\$43.28		FUEL
E 201-42153-211		Motor Fuel & Lubricants	\$218.95		FUEL
E 100-43120-211		Motor Fuel & Lubricants	\$200.33		FUEL
E 601-49400-211		Motor Fuel & Lubricants	\$165.90		FUEL
E 601-49400-210		Operating Supplies & Post	\$2.59		SUPPLY
		Total	\$908.60		
<b>47025</b>	05/12/25	<b>GOPHER STATE ONE-CALL, INC.</b>			
E 602-49450-305		Other Contractual Service	\$6.07		LOCATE
E 601-49400-305		Other Contractual Service	\$6.08	5040536	LOCATE
		Total	\$12.15		
<b>47026</b>	05/12/25	<b>HAWKINS, INC.</b>			
E 601-49400-210		Operating Supplies & Post	\$20.00	7036059	CHLORINE
E 100-45124-210		Operating Supplies & Post	\$1,348.98	7054723	CHLORINE
		Total	\$1,368.98		
<b>47027</b>	05/12/25	<b>HMS HEALTH LLC</b>			
E 201-42153-404		Rep & Maint-Equipment	\$405.65	30893	EMS BIOMED
		Total	\$405.65		
<b>47028</b>	05/12/25	<b>HOMETOWN BILLING</b>			
E 201-42153-305		Other Contractual Service	\$308.00		EMS BILLING
		Total	\$308.00		
<b>47029</b>	05/12/25	<b>INDUSTRIAL CHEM LABS &amp; SERVICES INC</b>			
E 602-49450-210		Operating Supplies & Post	\$701.71	412143	ENZYMES
		Total	\$701.71		
<b>47030</b>	05/12/25	<b>KECK TREE SERVICE</b>			
E 100-46102-305		Other Contractual Service	\$8,000.00	1191	REMOVE ASH TREES
		Total	\$8,000.00		
<b>47031</b>	05/12/25	<b>LAMBERTON HTG &amp; PLMBG, INC.</b>			
E 201-42153-210		Operating Supplies & Post	\$56.61		AMBU GARAGE
		Total	\$56.61		
<b>47032</b>	05/12/25	<b>LAMBERTON NEWS</b>			
E 100-41450-340		Printing Publishing Adverti	\$644.50	33739	NOTICES, CLEAN UP DAY
		Total	\$644.50		
<b>47033</b>	05/12/25	<b>LINDE GAS &amp; EQUIPMENT, INC</b>			
E 201-42153-210		Operating Supplies & Post	\$185.25	49551013	EMS OXYGEN
		Total	\$185.25		
<b>47034</b>	05/12/25	<b>MAYNARDS FOOD CENTER</b>			
E 100-41940-210		Operating Supplies & Post	\$13.98		SUPPLIES
E 100-42220-210		Operating Supplies & Post	\$13.98		SUPPLIES
E 100-45202-210		Operating Supplies & Post	\$11.98		SUPPLIES
		Total	\$39.94		
<b>47035</b>	05/12/25	<b>MIDSTATES EQUIPMENT &amp; SUPPLY</b>			



## CITY OF LAMBERTON

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May 2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-43120-210		Operating Supplies & Post	\$1,335.20	225175	cold mix
		Total	\$1,335.20		
<b>47036</b>	05/12/25	<b>MPCA</b>			
E 602-49450-445		Licenses & Taxes	\$345.00	10000200094	water permit annual fee
		Total	\$345.00		
<b>47037</b>	05/12/25	<b>MN VALLEY TESTING LABS, INC</b>			
E 602-49450-210		Operating Supplies & Post	\$101.75	1302784	water samples
		Total	\$101.75		
<b>47038</b>	05/12/25	<b>MATTHEW NOVAK</b>			
E 201-42153-305		Other Contractual Service	\$492.00	01226	ambulance subpeona
E 601-49400-305		Other Contractual Service	\$72.00	01226	lead service line
E 100-41610-305		Other Contractual Service	\$204.00	01229	civil advice
E 100-42110-305		Other Contractual Service	\$384.00	1230,1227,01	criminal matters
		Total	\$1,152.00		
<b>47039</b>	05/12/25	<b>REDWOOD COUNTY AUDITOR-TREASUR</b>			
E 100-41950-305		Other Contractual Service	\$0.00		county assessor audit city parcels #560
		Total	\$0.00		
<b>47040</b>	05/12/25	<b>RUNNINGS SUPPLY, INC.</b>			
E 100-45202-210		Operating Supplies & Post	\$21.99	0006-345248	hand spreader
E 100-42220-210		Operating Supplies & Post	\$62.94	0006-345420	wax, chamois
E 100-43120-210		Operating Supplies & Post	\$255.93	0008-731335	paver machine;
E 100-43120-210		Operating Supplies & Post	\$74.91	3-4459859	ear protection
E 100-43120-210		Operating Supplies & Post	\$71.96	6-3449377	flower planters; stain
E 100-43120-210		Operating Supplies & Post	\$72.17	6-3449530	chain
		Total	\$559.90		
<b>47041</b>	05/12/25	<b>SNAK ATAК #57</b>			
E 100-43120-211		Motor Fuel & Lubricants	\$36.59	1011359	mower diesel
		Total	\$36.59		
<b>47042</b>	05/12/25	<b>SOUTHERN MN EMS EDUCATION</b>			
E 201-42153-315		Travel Conference School	\$1,900.00	1388	emt initial class sonnek
		Total	\$1,900.00		
<b>47043</b>	05/12/25	<b>SOUTHWEST PEST LLC</b>			
E 100-41940-210		Operating Supplies & Post	\$15.83		quarterly service
E 100-42220-210		Operating Supplies & Post	\$15.83		quarterly service
E 100-43120-210		Operating Supplies & Post	\$15.83		quarterly service
E 601-49400-210		Operating Supplies & Post	\$15.83		quarterly service
E 602-49450-210		Operating Supplies & Post	\$15.83		quarterly service
E 100-45202-210		Operating Supplies & Post	\$15.85		quarterly service
		Total	\$95.00		
<b>47044</b>	05/12/25	<b>TRACY AMB SERVICE EDUCATION</b>			
E 201-42153-305		Other Contractual Service	\$200.00		EMS INTERCEPT KW
		Total	\$200.00		



CITY OF LAMBERTON

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May 2025

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>47045</b>	05/12/25	<b>USA BLUEBOOK</b>			
E 601-49400-210		Operating Supplies & Post	\$66.92	695170	IRON AMPULES
		Total	\$66.92		
<b>47046</b>	05/12/25	<b>WELTSCH EQUIPMENT, INC.</b>			
E 100-43120-210		Operating Supplies & Post	\$432.49	60080	HYD ADAPTORS
		Total	\$432.49		
<b>47047</b>	05/12/25	<b>REDWOOD COUNTY AUDITOR-TREASUR</b>			
E 100-41950-305		Other Contractual Service	\$6,720.00		2025 ASSESSMENT 560 PARCELS
		Total	\$6,720.00		
		<b>10100</b>	<b>\$36,083.45</b>		

Fund Summary

**10100 Checking**

100 General Fund	\$23,483.25
201 Ambulance	\$5,224.92
207 EDA	\$61.54
211 Library	\$109.47
601 Water	\$5,910.85
602 Sewer	\$1,231.89
603 Garbage Collection	\$61.53
	<b>\$36,083.45</b>

Valerie Halter, Clerk

Date

Lydell Sik, Mayor

Date



## CITY OF LAMBERTON

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2025 (April, May)

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 Checking</b>					
<b>1567 e</b>	04/01/25	<b>FIRST SECURITY BANK</b>			
E 100-42110-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 100-41425-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 100-42220-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 100-41110-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 100-43120-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 100-45124-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 100-45400-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 601-49400-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 602-49450-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 201-42153-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 603-49500-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 211-45501-210		Operating Supplies & Post	\$3.46		SECURITY BOX RENT
E 207-46501-210		Operating Supplies & Post	\$3.48		SECURITY BOX RENT
		Total	\$45.00		
<b>1568 e</b>	04/03/25	<b>FIRST DATA MERCHANT SVCS LLC</b>			
E 100-45202-305		Other Contractual Service	\$15.79		FEES CC PROCESSING CAMSPOT
E 100-45202-305		Other Contractual Service	\$0.80		FEES CC PROCESSING CAMSPOT
		Total	\$16.59		
<b>1569 e</b>	04/07/25	<b>REDWOOD ELECTRIC COOPERATIVE</b>			
E 201-42153-381		Utilities	\$47.21		FEB- ELECTRIC SVC
E 100-42110-381		Utilities	\$47.21		FEB- ELECTRIC SVC
E 100-45400-381		Utilities	\$81.80		FEB- ELECTRIC SVC
E 211-45501-381		Utilities	\$81.79		FEB- ELECTRIC SVC
E 100-43160-381		Utilities	\$1,278.00		FEB- ELECTRIC SVC
E 601-49400-381		Utilities	\$1,690.68		FEB- ELECTRIC SVC
E 602-49450-381		Utilities	\$168.09		FEB- ELECTRIC SVC
E 100-45202-381		Utilities	\$152.17		FEB- ELECTRIC SVC
E 100-43120-381		Utilities	\$63.62		FEB- ELECTRIC SVC
E 100-45124-381		Utilities	\$71.74		FEB- ELECTRIC SVC
E 100-42501-381		Utilities	\$66.00		FEB- ELECTRIC SVC
E 100-42220-381		Utilities	\$86.97		FEB- ELECTRIC SVC
E 100-41940-381		Utilities	\$86.97		FEB- ELECTRIC SVC
		Total	\$3,922.25		
<b>1570 e</b>	04/08/25	<b>USABLE LIFE</b>			
G 100-21713		Health Insurance Withhold	\$32.00		APRIL LIFE
		Total	\$32.00		
<b>1571 e</b>	04/11/25	<b>EFTPS</b>			
G 100-21701		Federal Withholding	\$863.15		PP 8 4-11-25 PAYROLL DEDUCTION
G 100-21703		FICA Withholding	\$1,311.18		PP 8 4-11-25 PAYROLL DEDUCTION
G 100-21704		Medicare Withholding	\$373.90		PP 8 4-11-25 PAYROLL DEDUCTION
		Total	\$2,548.23		
<b>1572 e</b>	04/11/25	<b>PERA</b>			
G 100-21705		PERA Coord Withholding	\$1,379.97		PP 8 4-11-25 PAYROLL DEDUCTION



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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 100-21706		PERA Police Withholding	\$684.13		PP 8 4-11-25 PAYROLL DEDUCTION
		Total	\$2,064.10		
<b>1573 e</b>	04/11/25	<b>MN DEPARTMENT OF REVENUE</b>			
G 100-21702		State Withholding	\$522.00		PP 8 4-11-25 PAYROLL DEDUCTION
		Total	\$522.00		
<b>1574 e</b>	04/14/25	<b>MN DEPARTMENT OF REVENUE</b>			
G 601-21000		Sales Taxes Payable	\$210.71		03-25 Sales Tax Payment
G 601-21001		Local Sales Tax Payable	\$15.38		03-25 Sales Tax Payment
G 603-21000		Sales Taxes Payable	\$185.85		03-25 Sales Tax Payment
E 100-45124-445		Licenses & Taxes	\$0.00		03-25 Sales Tax Payment
E 100-42110-445		Licenses & Taxes	\$7.45		03-25 Sales Tax Payment
E 100-42220-445		Licenses & Taxes	\$0.00		03-25 Sales Tax Payment
E 100-41425-445		Licenses & Taxes	\$1.96		03-25 Sales Tax Payment
E 100-45202-445		Licenses & Taxes	\$25.73		03-25 Sales Tax Payment
E 100-45400-445		Licenses & Taxes	\$22.13		03-25 Sales Tax Payment
E 100-43120-445		Licenses & Taxes	\$0.00		03-25 Sales Tax Payment
E 211-45501-445		Licenses & Taxes	\$0.72		03-25 Sales Tax Payment
E 603-49500-445		Licenses & Taxes	(\$4.85)		03-25 Sales Tax Payment
E 601-49400-445		Licenses & Taxes	(\$46.09)		03-25 Sales Tax Payment
E 601-49400-445		Licenses & Taxes	\$0.01		03-25 Sales Tax Payment
		Total	\$419.00		
<b>1575 e</b>	04/11/25	<b>MN ENERGY RESOURCES CORP.</b>			
E 601-49400-381		Utilities	\$372.45		FEB UTILITY PAYMENT
E 100-43120-381		Utilities	\$188.18		FEB UTILITY PAYMENT
E 100-42220-381		Utilities	\$199.34		FEB UTILITY PAYMENT
E 100-41940-381		Utilities	\$199.34		FEB UTILITY PAYMENT
E 201-42153-381		Utilities	\$74.06		FEB UTILITY PAYMENT
E 100-42110-381		Utilities	\$74.05		FEB UTILITY PAYMENT
E 100-45400-381		Utilities	\$104.42		FEB UTILITY PAYMENT
E 211-45501-381		Utilities	\$104.41		FEB UTILITY PAYMENT
E 100-45124-381		Utilities	\$48.32		FEB UTILITY PAYMENT
		Total	\$1,364.57		
<b>1576 e</b>	04/11/25	<b>REZPLOT SYSTEMS, LLC</b>			
E 100-45202-305		Other Contractual Service	\$100.00	62708	WEB PAYMENT FEES 041125 MONTLYLY FEE
E 100-45202-305		Other Contractual Service	\$8.50	62708	WEB PAYMENT FEES 041125 MKTPLACE BOOKING FEE
		Total	\$108.50		
<b>1577 e</b>	04/15/25	<b>FIRST SECURITY BANK</b>			
E 100-42110-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 100-41425-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 100-42220-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 100-43120-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 100-45124-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 100-41110-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 100-45400-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 601-49400-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES



## CITY OF LAMBERTON

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2025 (April, May)

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 602-49450-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 201-42153-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 603-49500-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 211-45501-210		Operating Supplies & Post	\$5.50		MAR 2025 BANK FEES
E 207-46501-210		Operating Supplies & Post	\$5.55		MAR 2025 BANK FEES
E 617-49710-210		Operating Supplies & Post	\$0.00		MAR 2025 BANK FEES
		Total	\$71.55		
<b>1578 e</b>	04/17/25	<b>AFLAC</b>			
G 100-21712		AFLAC Withholding	\$328.40	518950	MARCH 2025 PREMIUM
		Total	\$328.40		
<b>1579 e</b>	04/22/25	<b>CENTURYLINK</b>			
E 201-42153-210		Operating Supplies & Post	\$8.57		MAR 2025 - PHONE & INTERNET SVCS
E 100-42110-210		Operating Supplies & Post	\$8.57		MAR 2025 - PHONE & INTERNET SVCS
E 100-41425-210		Operating Supplies & Post	\$39.48		MAR 2025 - PHONE & INTERNET SVCS
E 100-42220-210		Operating Supplies & Post	\$8.57		MAR 2025 - PHONE & INTERNET SVCS
E 601-49400-210		Operating Supplies & Post	\$8.57		MAR 2025 - PHONE & INTERNET SVCS
E 602-49450-210		Operating Supplies & Post	\$8.57		MAR 2025 - PHONE & INTERNET SVCS
E 100-43120-210		Operating Supplies & Post	\$8.57		MAR 2025 - PHONE & INTERNET SVCS
E 207-46501-210		Operating Supplies & Post	\$8.57		MAR 2025 - PHONE & INTERNET SVCS
E 603-49500-210		Operating Supplies & Post	\$8.57		MAR 2025 - PHONE & INTERNET SVCS
E 211-45501-210		Operating Supplies & Post	\$77.19		MAR 2025 - PHONE & INTERNET SVCS
E 100-45124-210		Operating Supplies & Post	\$71.17		MAR 2025 - PHONE & INTERNET SVCS
E 100-45400-210		Operating Supplies & Post	\$8.57		MAR 2025 - PHONE & INTERNET SVCS
E 617-49710-210		Operating Supplies & Post	\$8.57		MAR 2025 - PHONE & INTERNET SVCS
E 100-41110-210		Operating Supplies & Post	\$8.58		MAR 2025 - PHONE & INTERNET SVCS
		Total	\$282.12		
<b>1580 e</b>	04/22/25	<b>BLUE CROSS BLUE SHIELD</b>			
G 100-21713		Health Insurance Withhold	\$1,191.04		MAY 2025 BCBS
		Total	\$1,191.04		
<b>1581 e</b>	04/22/25	<b>CARDMEMBER SERVICE</b>			
E 100-42110-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-41425-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-42220-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-43120-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-45124-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-41110-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 100-45400-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 601-49400-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 602-49450-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 201-42153-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 603-49500-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 211-45501-210		Operating Supplies & Post	\$3.69		BILLS ADOBE
E 207-46501-210		Operating Supplies & Post	\$3.70		BILLS ADOBE
E 100-41940-381		Utilities	\$25.74		BILLS PREMIUM WATER CITY HALL
E 100-43120-381		Utilities	\$12.00		BILLS PREMIUM WATER SHOP
E 100-42110-210		Operating Supplies & Post	\$2.00		BILLS SR FAX

**CITY OF LAMBERTON**

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**\*Check Detail Register©****2025 (April, May)**

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 100-41425-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 100-42220-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 100-43120-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 100-45124-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 100-41110-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 100-45400-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 601-49400-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 602-49450-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 201-42153-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 603-49500-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 211-45501-210		Operating Supplies & Post	\$2.00		BILLS SR FAX
E 207-46501-210		Operating Supplies & Post	\$1.95		BILLS SR FAX
E 601-49400-315		Travel Conference School	\$40.95		MEAL WATER SCHOOL
E 601-49400-315		Travel Conference School	\$29.17		MEAL WATER SCHOOL
E 601-49400-315		Travel Conference School	\$474.32		LODGING WATER SCHOOL
E 100-43120-210		Operating Supplies & Post	\$19.00		DG-SHOP SUPPLIES
E 100-43120-210		Operating Supplies & Post	\$34.58		MENARDS-SHOP SUPPLIES
E 601-49400-315		Travel Conference School	\$43.42		MEAL WATER SCHOOL
E 601-49400-315		Travel Conference School	\$21.24		MEAL WATER SCHOOL
E 211-45501-214		Library Books	\$379.64		BOOKS LIBRARY
E 211-45501-214		Library Books	\$22.37		BOOKS LIBRARY
E 211-45501-214		Library Books	\$98.34		BOOKS LIBRARY
E 100-41425-315		Travel Conference School	\$205.72		TRAVEL CLERK LODGING
E 100-41425-315		Travel Conference School	\$69.18		MEALS CLERK
E 100-42110-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 100-41425-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 100-42220-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 100-43120-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 100-45124-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 100-41110-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 100-45400-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 601-49400-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 602-49450-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 201-42153-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 603-49500-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 211-45501-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 207-46501-210		Operating Supplies & Post	\$12.30		ZOOM 2025-26 CONTRACT
E 100-42110-210		Operating Supplies & Post	\$22.46		POSTAGE
E 100-41425-210		Operating Supplies & Post	\$22.46		POSTAGE
E 100-42220-210		Operating Supplies & Post	\$22.46		POSTAGE
E 100-43120-210		Operating Supplies & Post	\$22.46		POSTAGE
E 100-45124-210		Operating Supplies & Post	\$22.46		POSTAGE
E 100-41110-210		Operating Supplies & Post	\$22.46		POSTAGE
E 100-45400-210		Operating Supplies & Post	\$22.46		POSTAGE
E 601-49400-210		Operating Supplies & Post	\$22.46		POSTAGE
E 602-49450-210		Operating Supplies & Post	\$22.46		POSTAGE
E 201-42153-210		Operating Supplies & Post	\$22.46		POSTAGE
E 603-49500-210		Operating Supplies & Post	\$22.46		POSTAGE
E 211-45501-210		Operating Supplies & Post	\$22.46		POSTAGE



## CITY OF LAMBERTON

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**\*Check Detail Register©**

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Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 207-46501-210		Operating Supplies & Post	\$22.48		POSTAGE
		Total	\$2,001.50		
<b>1582 e</b>	04/25/25	<b>EFTPS</b>			
G 100-21701		Federal Withholding	\$917.51		PP 9 - 4-25-25 - PAYROLL DEDUCTION
G 100-21703		FICA Withholding	\$1,502.12		PP 9 - 4-25-25 - PAYROLL DEDUCTION
G 100-21704		Medicare Withholding	\$418.30		PP 9 - 4-25-25 - PAYROLL DEDUCTION
		Total	\$2,837.93		
<b>1583 e</b>	04/25/25	<b>PERA</b>			
G 100-21705		PERA Coord Withholding	\$1,603.96		PP 9 - 4-25-25 - PAYROLL DEDUCTION
G 100-21706		PERA Police Withholding	\$681.63		PP 9 - 4-25-25 - PAYROLL DEDUCTION
		Total	\$2,285.59		
<b>1584 e</b>	04/25/25	<b>MN DEPARTMENT OF REVENUE</b>			
G 100-21702		State Withholding	\$590.00		PP 9 - 4-25-25 - PAYROLL DEDUCTION
		Total	\$590.00		
<b>1585 e</b>	04/25/25	<b>CITY OF LAMBERTON</b>			
E 201-42153-381		Utilities	\$20.85		04252025 Utility Bill
E 100-42110-381		Utilities	\$20.86		04252025 Utility Bill
E 100-45400-381		Utilities	\$128.57		04252025 Utility Bill
E 211-45501-381		Utilities	\$128.56		04252025 Utility Bill
E 100-43160-381		Utilities	\$0.00		04252025 Utility Bill
E 100-45124-381		Utilities	\$94.00		04252025 Utility Bill
E 100-42220-381		Utilities	\$17.63		04252025 Utility Bill
E 100-41940-381		Utilities	\$17.63		04252025 Utility Bill
		Total	\$428.10		
<b>1586 e</b>	04/25/25	<b>VERIZON WIRELESS</b>			
E 100-42110-210		Operating Supplies & Post	\$41.39		WIRELESS SVC - CSO CELL
E 100-42110-210		Operating Supplies & Post	\$40.01		WIRELESS SVC - POLICE TOUGHBOOK
E 201-42153-210		Operating Supplies & Post	\$40.01		WIRELESS SVC - AMBULANCE HOT SPOT
E 100-43120-210		Operating Supplies & Post	\$41.39		WIRELESS SVC - PUBLIC WORKS CELL
E 601-49400-210		Operating Supplies & Post	\$41.39		WIRELESS SVC - WATER TOWER CELL
E 100-42110-210		Operating Supplies & Post	\$41.39		WIRELESS SVC - POLICE CELL
		Total	\$245.58		
<b>1587 e</b>	05/05/25	<b>FIRST DATA MERCHANT SVCS LLC</b>			
E 100-45202-305		Other Contractual Service	\$45.22		SERVICE CHARGES
E 100-45202-305		Other Contractual Service	\$1.00		FEES
		Total	\$46.22		
<b>1588 e</b>	05/06/25	<b>USABLE LIFE</b>			
G 100-21713		Health Insurance Withhold	\$32.00	5639628	050625 ECHECK
		Total	\$32.00		
<b>1589 e</b>	05/06/25	<b>REDWOOD ELECTRIC COOPERATIVE</b>			
E 201-42153-381		Utilities	\$39.76		MAR 2025- ELECTRIC SVC
E 100-42110-381		Utilities	\$39.77		MAR 2025- ELECTRIC SVC
E 100-45400-381		Utilities	\$71.23		MAR 2025- ELECTRIC SVC



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**\*Check Detail Register©**

2025 (April, May)

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 211-45501-381		Utilities	\$71.22		MAR 2025- ELECTRIC SVC
E 100-43160-381		Utilities	\$1,278.00		MAR 2025- ELECTRIC SVC
E 601-49400-381		Utilities	\$1,653.96		MAR 2025- ELECTRIC SVC
E 602-49450-381		Utilities	\$159.06		MAR 2025- ELECTRIC SVC
E 100-45202-381		Utilities	\$157.29		MAR 2025- ELECTRIC SVC
E 100-43120-381		Utilities	\$55.69		MAR 2025- ELECTRIC SVC
E 100-45124-381		Utilities	\$72.14		MAR 2025- ELECTRIC SVC
E 100-42501-381		Utilities	\$66.00		MAR 2025- ELECTRIC SVC
E 100-42220-381		Utilities	\$75.02		MAR 2025- ELECTRIC SVC
E 100-41940-381		Utilities	\$75.01		MAR 2025- ELECTRIC SVC
Total			\$3,814.15		
<b>1590 e</b>	05/09/25	<b>EFTPS</b>			
G 100-21701		Federal Withholding	\$891.83		PP 10 - 5-9-25 PAYROLL DEDUCTION
G 100-21703		FICA Withholding	\$1,550.18		PP 10 - 5-9-25 PAYROLL DEDUCTION
G 100-21704		Medicare Withholding	\$411.06		PP 10 - 5-9-25 PAYROLL DEDUCTION
Total			\$2,853.07		
<b>1591 e</b>	05/09/25	<b>PERA</b>			
G 100-21705		PERA Coord Withholding	\$1,659.63		PP 10 - 5-9-25 PAYROLL DEDUCTION
G 100-21706		PERA Police Withholding	\$493.45		PP 10 - 5-9-25 PAYROLL DEDUCTION
Total			\$2,153.08		
<b>1592 e</b>	05/09/25	<b>MN DEPARTMENT OF REVENUE</b>			
G 100-21702		State Withholding	\$580.00		PP 10 - 5-9-25 PAYROLL DEDUCTION
Total			\$580.00		
<b>10100</b>			<b>\$30,782.57</b>		

## Fund Summary

**10100 Checking**

100 General Fund	\$24,192.77
201 Ambulance	\$279.87
207 EDA	\$58.03
211 Library	\$1,013.65
601 Water	\$4,605.57
602 Sewer	\$385.13
603 Garbage Collection	\$238.98
617 Storm Sewer	\$8.57
	\$30,782.57

Valerie Halter, Clerk

Date

Lydell Sik, Mayor

Date

## CITY OF LAMBERTON

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## Paid Register

Check Number	Employee Number	Employee Name	Pay Period	Pay Group Description	Check Amount	Check Date	Status
0502746	000000007		8	Biweekly	\$2,359.80	4/11/2025	Outstanding
0502747	000000008		8	Biweekly	\$1,379.00	4/11/2025	Outstanding
0502750	000000019		8	Biweekly	\$822.08	4/11/2025	Outstanding
0502751	000000025		8	Biweekly	\$995.30	4/11/2025	Outstanding
0502749	000000012		8	Biweekly	\$1,439.52	4/11/2025	Outstanding
0502748	000000010		8	Biweekly	\$368.85	4/11/2025	Outstanding
0502745	000000004		8	Biweekly	\$2,200.22	4/11/2025	Outstanding
0502744	000000003		8	Biweekly	\$69.57	4/11/2025	Outstanding
0502754	000000007		9	Biweekly	\$2,359.80	4/25/2025	Outstanding
0502755	000000008		9	Biweekly	\$1,387.86	4/25/2025	Outstanding
0502759	000000019		9	Biweekly	\$822.08	4/25/2025	Outstanding
0502760	000000025		9	Biweekly	\$988.82	4/25/2025	Outstanding
0502757	000000012		9	Biweekly	\$1,318.96	4/25/2025	Outstanding
0502756	000000010		9	Biweekly	\$387.32	4/25/2025	Outstanding
0502758	000000013		9	Biweekly	\$1,290.75	4/25/2025	Outstanding
0502753	000000004		9	Biweekly	\$2,200.22	4/25/2025	Outstanding
0502752	000000003		9	Biweekly	\$66.54	4/25/2025	Outstanding
					\$20,456.69		



April 28, 2025

City of Lamberton Community Pool  
112 2nd Ave W  
PO Box 356  
Lamberton, MN 56152

Dear Valerie Halter:

Thank you for contacting the Taylor Family Farms Foundation ("TFFF") about a potential grant for the City of Lamberton Community Pool. We appreciate the time and effort you invested in preparing your proposal.

After careful consideration, we regret that we are unable to fund your request at this time. This decision was made after a thorough review process, which reflects the highly competitive nature of this grant cycle. Unfortunately, we received many strong applications, and we were unable to fund all the deserving projects.

The Taylor Family Farms Foundation seeks to positively impact people and communities in rural Southern Minnesota and Northwest Iowa. There are two granting periods throughout the year, and they generally focus on the areas of Health and Human Services, Youth and Education and Community Development. We do consider other grants that fit within the mission of the Foundation.

We encourage you to apply again in the future when you believe there is alignment between our focus area and your valuable work. We also encourage you to continue to watch the TFFF website (TaylorFFF.org) for updates on granting periods and areas of focus.

Thank you for understanding. We wish you the best in your future endeavors.

Sincerely,  
TAYLOR FAMILY FARMS FOUNDATION

A handwritten signature in black ink, appearing to read "Kristin Duncanson". The signature is fluid and cursive, with a large loop at the end.

Kristin Duncanson  
President