



CITY COUNCIL MINUTES March 16, 2026, ~ 7:00 PM

Council Present: Stephen A. Condon- online, Andrea Monson, Jeff Paplow, and Brent Pavelko.

Council Absent: Heather Hussong- Reasoner

Others Present: Holly Rademacher – City Clerk, Matt Aden- Public Works Foreman, Carol Schulz- online, Justin Lessmen -Media, Mike Chepa- online and one caller- online.

CALL THE MEETING TO ORDER – The meeting was called to order at 7:00 pm by Mayor Pro Tem Monson.

PLEDGE OF ALLEGIANCE

AGENDA CHANGES/APPROVE AGENDA- A motion to approve the agenda with the addition under old business of semi parking, made by **Paplow/Pavelko**. All in favor. Motion carried.

APPROVAL OF MINUTES- A motion to approve minutes from March 2, 2026, as presented, made by **Condon/Pavelko**. All in favor. Motion carried.

APPROVAL OF FINANCIAL REPORT – A motion to approve year to date financials as presented made by **Pavelko/Paplow**. All in favor. Motion carried.

DEPARTMENT REPORTS – Department Reports were presented, with Rademacher stated the police department employees are attending emergency medical responder recertification this evening, she also informed the council that the application for grant funding from Finsteds office has been submitted, no questions and/or concerns were noted.

SCHEDULED/UNSCHEDULED GUESTS (limit 5 minutes each) –

AGENDA ITEM

- 1. Jackson County Assessors Invoice-** 2026 contracted assessment invoice from Jackson County Assessor was presented in the amount of \$12,636.75. Rademacher stated that this is the annual invoice for contracted service with the county for assessments. A motion to approve 2026 contracted assessments in the amount of \$12,636.75 was made by **Condon/Pavelko**, all yes, motion carried.
- 2. 2026 Seasonal Pay and Rates for Lakefield Aquatic Center-** The Recreation board is requesting the council's approval of the 2026 Lakefield Aquatic wages as follows Manager \$20\hr., Assistant \$16\hr., Lifeguards \$13 \hr. + .25 \yr. and Concessions \$9 \hr. + .25 \ yr. The wages are comparable to the surrounding area pools. Having a comparable wage for management will be more appealing to responsible adults. 2026 Rates as follows: family passes to \$160 for a family of 5 if there are additional members, they can be added for \$25, individual passes to \$95, senior \$80, punch card \$50, swimming lessons \$40, two-week family of five \$60 and general admission \$5. Rademacher stated the admissions did not increase this year, the board is hopeful for the surrounding town residents to get season passes so they would like to keep them affordable. A motion to approve **Pavelko/Paplow**, all in favor, motion carried.
- 3. 2026 General Engineering Service Proposal-** SEH submitted the yearly Supplemental Letter Agreement (SLA) to continue services for calendar year 2026 to provide general engineering, architectural, and other consulting services to the City of Lakefield on an "as requested" basis. This work may include items such as: Site plan review. Structural review. Reviewing infrastructure needs or issues. Preparing cost estimates for various projects. Mapping or development of sketch plans. Agency coordination (MnDOT, Jackson County, MDH, and MPCA). Planning services. Assisting in grant applications. Other city engineering related tasks as requested. It is understood that work under this agreement will be based on requests from the City Staff to Brent Kavitz or assigned representatives. In the past, the amount of city engineering work SEH completed for the City varied from year to year. We are proposing to keep the agreement the same amount as the past several years. The city would

be provided with a detailed invoice outlining the work that was completed. If there are larger projects that are developing during the year, we would provide a separate proposal to the City for that specific project. Services to be provided in calendar year 2026. The fee is hourly not-to-exceed \$10,000 including expenses and equipment without written approval from Client. A motion to approve 2026 Engineering service by SEH made by **Condon/Paplow** all in favor, motion carried.

OLD BUSINESS

1. **Semi Parking-** Council member Paplow stated he was contacted by a concerned citizen stating there is a semi driver that parks parallel on Broadway and when the semi goes to leave, they make an U-turn. They are concerned with the damage that can happen when turning, semi often cut through dirt, or the gravel and leave debris on the roadway. These areas can sink, break the edge of the pavement, or destroy drainage infrastructure. Rademacher will talk with chief Pohlman at the best approach for this driver who has had multiple complaints about him. Paplow and Pavelko stated that as the city there is not an adequate space the city owns for semi parking and feel this is not a city issue. Mayor Condon suggested the driver contact businesses outside the city limits for space (Elness, Grein, Cooperative Energy, Kozy Heat, Hohenstein) No Action at this time.
- 2.

INFORMATIONAL ITEMS

1. Other Board and Committee Reports

- a. **EDA Update** – Rademacher updated the council on the future of the lot at the end of main street, stating EDA is has finalized a development plan which includes south half of lot for housing and north half for businesses. Pavelko would like the EDA to continue to communicate with council on development because the easement is in place for public use only.
 - i. Next meeting April 10th at 12:00 pm
- b. **LPU Update**
 - i. Next meeting on March 17th at 4:00 pm
- c. **Park Update** –
 - i. Next meeting on April 13th at 4:30 pm
- d. **Planning & Zoning Update** -
 - i. Next meeting on March 30th at 4:30 pm

ANNOUNCEMENTS

1. **Next Council Meeting, Monday, April 6, 2026, at 7:00 p.m. in City Hall**
2. **Board of Appeal and Equalization Monday, April 6th, 2026, 7p.m. in City Hall**
3. **April is Child Safety Month in Lakefield!**

ADJOURNMENT – Motion to adjourn made by **Condon/Pavelko** to adjourn at 7:28 pm, all in favor, motion carried.

Respectfully submitted: Holly Rademacher

Attest:

Holly Rademacher- City Clerk