

City Council MEETING

November 19, 2025

5:00 PM

1. Call to Order/Pledge of Allegiance/Roll Call/Adopt Agenda

The November 19, 2025 City Council meeting was called to order at 5:00 pm by Mayor Lowell Helget. Council Members present include Josh Anderson, Jeanette Pidde, Nick Klisch, and Shelley Frantz, and Mayor Lowell Helget. Other present include City Manager Amber Dale, City Clerk Justina Erickson, Community Development Coordinator & Marketing Director Heidi Wersal, Library Director Erin Meine, Officer Alex Esser, Bryan Page from Mead & Hunt, John Ryan, Mary Glaeseman, and Dotty deLambert.

The Pledge of Allegiance was recited. Motion by Nicholas Klisch, second by Jeanette Pidde to adopt agenda. Yes 5, No 0, Abstained 0 Passed.

2. Citizens' Forum

A. John Ryan - Veterans Memorial Donation

John Ryan spoke on behalf of Springfield's Class of 1961 and 1962 in regards to donating a metal sculpture in memory of fallen classmates. Ryan presented council with a number of options that council could choose from and would work with the Public School's CTE class to make it. Recommendation from council is to work with Public Works to determine the placement.

3. Consent Agenda

Motion by Josh Anderson, second by Shelley Frantz to approve the consent agenda. Yes 5, No 0, Abstained 0 Passed.

A. Minutes

i. City Council - October 1, 2025 Workshop & October 15, 2025 Council Minutes

ii. Library - September 10, 2025 Library Minutes

iii. EDA - September 8, 2025

iv. PUC - September 23, 2025 Minutes

B. Financial

i. Auditing Claims and Investments Worksheet

C. Miscellaneous/Other

- i. **Motion to Approve Resolution 25-111901 Certifying Unpaid Ambulance Service Accounts to Collections**
- ii. **Motion to Approve Resolution 25-111902 Deferring Assessments at 217 E Central Until Property Development**
- iii. **Motion to Approve Hoyt Ave/Wild Ridge Pond Pay Request #1 - \$127,435.70**

D. City Manager's Report

E. Ambulance Report

4. Old Business

A. 2nd Reading - Motion to Approve Amended Ordinance Compost Site Rules

Dale explained the ordinance states the City can establish rules for the compost site. Rules for the compost site will be presented at a later meeting. Motion by Josh Anderson, second by Jeanette Pidde to approve Ordinance 457 Compost Site Rules.

B. Nuisance Abatements

- **303 E Central St**
- **508 N Marshall Ave**
- **410 W Lincoln St.**
- **302 W Van Dusen**

Erickson explained the nuisance complaint at 303 E Central St has been taken care of. Motion by Nicholas Klisch, second by Jeanette Pidde to cite 508 N Marshall Ave, 410 W Lincoln St, and 302 W Van Dusen for the remaining nuisances. Yes 5, No 0, Abstained 0 Passed.

5. New Business

A. Community Facilities Grant Flooring Bids

- i. **Motion to Award Community Center Flooring Project to Brighter Home Store**

Wersal discussed the Community Center flooring project, explaining all the floors, except the Chamber Office, restrooms and kitchen, would be replaced with commercial grade flooring. Motion by Nicholas Klisch, second by Shelley Frantz to Award Community Center Flooring Project to Brighter Home Store. Yes 5, No 0, Abstained 0 Passed.

ii. Motion to Award Library Flooring Project to MCI/River Bend Flooring

Meine gave a brief description of the flooring project at the library. All the floors in the library will be replaced with new carpet and the Altermatt room will be replaced with vinyl planking. Motion by Shelley Frantz, second by Jeanette Pidde to Award Library Flooring Project to MCI/River Bend Flooring. Yes 5, No 0, Abstained 0 Passed.

B. Motion to Approve Library Altermatt Room Kitchen Remodel and Bid

Meine explained the Altermatt kitchen remodel. The Library Board recommended the remodel with the Library's 210 Fund. Meine recommended the Krebs/Ramsbacher bid as it would better fit the timeline of the flooring project. Motion by Nicholas Klisch, second by Jeanette Pidde to approve Library Altermatt Room Kitchen Remodel and Bid. Yes 5, No 0, Abstained 0 Passed.

C. Motion to Approve Mead & Hunt Task Order For FAA 2026 AIP/AIG Grant Applications - \$59,393.00

Bryan Page, from Mead & Hunt, explained the task order is for phase 2 of the Airport Electrical Project. Phase 2 includes new electrical and lighting around the runway, which Mead & Hunt will complete the design, bidding process, and project oversight and will be reimbursed by the AIP/AIG Grant. Motion by Nicholas Klisch, second by Shelley Frantz to approve Mead & Hunt Task Order for FAA 2026 AIP/AIG Grant Applications - \$59,393.00. Yes 0, No 0, Abstained 0 Passed.

D. Motion to Approve Updated Personnel Policy Effective 11/20/2025

Dale explained the reason for the update is to include the new Minnesota Paid Family and Medical Leave Law that will start January 1, 2026, along with a few minor changes. Motion by Nicholas Klisch, second by Jeanette Pidde to approve Updated Personnel Policy Effective 11/19/2025. Yes 4, No 1 (Anderson), Abstained 0 Passed.

E. 1st Reading Ordinance Amending Fee Schedule

The fee schedule will be discussed further in a future workshop and any amendments brought to the December meeting.

F. Motion to Approve Amended City Manager Contract

Motion by Nicholas Klisch, second by Jeanette Pidde to Approve Amended City Manager Contract. Yes 5, No 0, Abstained 0 Passed.

6. Mayor/City Council/Staff Reports

Dale informed Council the County Road 4 MIL and overlay project will start November 20, 2025.

7. Adjournment

Motion by Shelley Frantz, second by Jeanette Pidde to adjourn at 5:42 pm. Yes 5, No 0, Abstained 0 Passed.

Lowell Helget, Mayor

Justtina Erickson, City Clerk