

**CITY OF KANDIYOHI
MEETING OF COUNCIL
September 21, 2026**

The Kandiyohi City Council held their regular meeting on Monday, September 21, 2026, at the City Hall/Civic Center located at 432 Atlantic Avenue Kandiyohi, MN 56251. Present were: Mayor Jon Lindstrand; Council Members Toby Giese, Scott McGillivray, Jeff Clark, and Spencer Hunt; Public Works Supervisor, Brandon Huls; and Clerk/Treasurer, Julie Woltjer; and Fire Chief Jamie Swanson.

Mayor Lindstrand called the meeting to order at 7:00 p.m.

Council Meeting Guests: Ryan Odden from Moore Engineering, Mike Grahn, Andy Van Der Bill, Cal Freeman, Erica Goodsen, Steve Lueders, and Joe Vlaminck

Pledge of Allegiance

CONSENT AGENDA:

Approval of September 8, 2026, Council Meeting Minutes
Claims List(Payments) for September 21, 2026

Department Reports:

- Overtime Reports: Overtime reports for September 18, 2026, payrolls were presented to the Council for review. Overtime for the pay period was due to Afterhours Resident Calls.
- August 2026 Water and Sewer Report
 - Gallons of Fresh Water Pumped 864,000
 - Gallons of Wastewater Pumped 1,071,000

Council Member Giese motioned to approve the Consent Agenda Items. Council Member Clark seconded the motion, motion carried.

PUBLIC FORUM

Property Split Request: Steve Lueders followed up with the Council regarding his previously requested property split and expressed concern with the delay in the process. Staff explained that the delay is due to the City awaiting final zoning review from the City of Willmar Building Inspector/Zoning Administrator to confirm that the proposed parcels meet lot size and other applicable ordinance requirements. For liability purposes, the Council cannot approve the split until the required zoning review has been completed. Once zoning approval is received and a Certificate of Survey with full legal descriptions is provided, the property split can be placed on the next Council meeting agenda for consideration.

REPORTS OF OFFICERS

Resolution 202621 – PERA Benefit Level: Council was presented with resolution 202621 A Resolution Approving an increase in the Benefit Level for the PERA Statewide Volunteer Firefighter Plan as requested by the council. The increase is from \$3,300 to \$3,800 per year of service, effective January 2027, and authorizes the Fire Chief, Clerk/Treasurer, and Mayor to complete and submit the necessary documents to PERA. Council Member Clark motioned to adopt Resolution 202621. Council Member McGillivray seconded the motion. Mayor Lindstrand called for a voice vote with four votes in favor and Council Member Giese abstaining due to his membership in the Fire Department. Motion carried.

UNFINISHED BUSINESS

Park Shelters: Council is still reviewing options for shelters.

NEW BUSINESS

Moore Engineering Updates: Ryan Odden from Moore Engineering was present to discuss updates on the construction project.

a. **4th Street South / Township Road Transition:** The Council discussed the rough transition between the newly paved City street and the Township gravel road on 4th Street South. Moore Engineering recommended grading the transition before harvest and winter, with final adjustments to be completed when the wear course is applied in the spring. Council Member Hunt motioned to allow the Township to coordinate the blade work. Council Member Clark seconded the motion. Motion carried. Council Member Giese motioned to split the cost of the blade work with the Township. Council Member Clark seconded the motion. Motion carried. Public Works will also look into placing a bump/dip warning sign at the transition.

b. **20912B – Water Tower Project**

- Ryan Odden reported that the sanitary sewer service shown on the record drawings for the Water Tower site could not be located. The Council discussed either installing a new sewer connection at an estimated cost of \$25,000 or eliminating the floor drain in the tower base. Since no chemicals or liquids are anticipated within the base, the Council determined the floor drain was unnecessary. Council Member Giese motioned to eliminate the floor drain and associated sewer connection and authorize Moore Engineering to prepare the necessary change order. Council Member Hunt seconded the motion. Motion carried.
- Ryan also reported that approximately 180 cubic yards of contaminated material had been removed and disposed of at an approved landfill. A change order detailing remediation costs, testing, and additional contract days will be presented to the Council. Water tower component manufacturing will take place over the winter, with foundation work being the next priority at the site.

c. **20912A – Street Project**

- **Substantial Completion Walkthrough:** Public Works, Crow River Construction, USDA Rural Development, and Moore Engineering conducted a substantial completion walkthrough of the project and identified remaining punch list items. Items included chipped hydrants, gate valves with asphalt buildup, and casting concerns. Mueller will sandblast and repaint the affected hydrants at no additional cost to the City.
- **Atlantic Avenue Road Restoration:** The Council continued discussion regarding pavement restoration completed by a Crow River Construction subcontractor on Atlantic Avenue. Moore Engineering reported that the repair was completed using appropriate materials and compaction standards; however, the Council has remaining concerns regarding portions of the restoration. The Council's primary concern was the lack of communication and opportunity for City review prior to the restoration work being completed.

The Council directed Moore Engineering to seek a written warranty from Crow River Construction and research options for obtaining an independent pavement review. The City Attorney will continue to advise the City as additional information is gathered. No formal action was taken, and the matter will be brought back to the Council for further consideration.

2027 Preliminary Budget and Levy: Clerk/Treasurer Woltjer presented the preliminary budget and recommended a 4% levy increase, based on guidance from the City's financial advisor and consideration of inflation and upcoming projects. The proposed levy is \$254,679, an increase of \$8,286 total from the prior year. It was also noted that Kandiyohi remains among the lower per-capita levies compared to surrounding communities.

Council Member Clark motioned to approve the preliminary 4% levy increase. Council Member McGillivray seconded the motion. Motion carried. Additional financial planning for future infrastructure projects will be discussed at the October 15 work session with Mike Bubany of David Drown & Associates.

2027 TNT Hearing: Council Member Giese motioned to approve setting the Truth-in-Taxation Hearing and Final Levy Adoption for December 7, 2026, at 6:30 PM followed by the regularly scheduled council meeting. Council Member Clark seconded the motion, and the motion passed unanimously.

ANNOUNCEMENTS:

Kandiyohi Fire Department Chili Feed: **October 6, 2026, 5:00 – 7:00 PM**

Financial Analysis Work Session: **October 15, 2026, 7 – 9 PM**

Candidate Meet & Greet: **October 26, 2026, 7 – 8 PM**

General Election: **November 3, 2026, 7 AM – 8 PM**

Election Result Canvassing: **November 12, 2026, 7:00 PM**

ADJOURNMENT

Council Member Clark motioned to adjourn at 8:41 p.m., Council Member Hunt seconded the motion. Meeting adjourned.

Respectfully submitted,

Julie Woltjer, MCMC
City Clerk/Treasurer

Total 9/21/26 Meeting Expenditures				\$ 35,510.46
Chk #	Vendor	Chk Date	Amount	Comments
21970	Clark, Jeff	9/11/26	\$ 63.23	Payroll
500876	Huls, Brandon	9/11/26	\$ 888.11	Payroll
500877	Woltjer, Julie	9/11/26	\$ 939.56	Payroll
42400	PERA	9/11/26	\$ 350.62	Employer/Employee Retirement Payment
42399	Harvest Bank	8/31/26	\$ 30.00	ACH Fee
42401	US Treasury	9/15/26	\$ 2,269.21	Employer/Employee Taxes
42402	MN Revenue	9/15/26	\$ 506.02	Employee Taxes
21971	Hunt, Spencer	9/18/26	\$ 42.15	Payroll
500878	Huls, Brandon	9/18/26	\$ 1,013.42	Payroll
500879	Woltjer, Julie	9/18/26	\$ 934.92	Payroll
42403	PERA	9/18/26	\$ 377.24	Employer/Employee Retirement Payment
21972	AT & T MOBILITY	9/21/26	\$ 79.37	City/Water Meter Cell Service
21973	CENTRAL COUNTIES CO-OP	9/21/26	\$ 451.37	Shop-LP
21974	DSC Communications	9/21/26	\$ 1,988.11	City Siren Repair
21975	Hawkins, Inc.	9/21/26	\$ 50.00	Chlorine Cylinders
21976	liam s Garage	9/21/26	\$ 1,705.93	FD Backup Generator Battery/FD Floor Scrubber Batteries
21977	KANDIYOHI - GLSSWD	9/21/26	\$ 18,674.24	Sewer Processing Fees
21978	MN PEIP	9/21/26	\$ 4,621.12	Employee Health Insurance
21979	NCPERS MINNESOTA	9/21/26	\$ 32.00	Employee Life Insurance
21980	Surplus Services	9/21/26	\$ 101.00	FD Floor Scrubber
21981	SWANSON, JAMIE	9/21/26	\$ 41.12	Updated Dept Photos for Wall Display
21982	SWANSON, JERRY & KRIS	9/21/26	\$ 191.88	CC/FD Cleaning & Supplies
21983	WOLTJER, JULIE	9/21/26	\$ 111.36	2026 MCFOA Advanced Academy Mileage
21984	X-cel Energy	9/21/26	\$ 48.48	FD/Water Gas Utility

Total 9/21/26 USDA Phase 1 Project Expenditures				\$ -
Chk #	Vendor	Chk Date	Amount	Comments