

**CITY OF LANDFALL VILLAGE  
WASHINGTON COUNTY, MINNESOTA  
MINUTES OF CITY OF LANDFALL VILLAGE REGULAR CITY COUNCIL MEETING  
JANUARY 17, 2024**

A. Call to Order

The regular meeting of the City Council for the City of Landfall Village was called to order by Mayor Suedkamp at 7:03 pm, on January 17, 2024.

B. Roll Call

The roll was taken with the following members present: Mayor Stan Suedkamp, City Councilmembers Don Gonser, Katie McManus, Joanne Menz, and John Menz, and City Attorney Alan Kantrud was also present.

C. Approval of Minutes

1. December 18, 2023 City Council Meeting.

**Motion by Councilmember John Menz and seconded by Councilmember Joanne Menz to approve the Minutes of the December 18, 2023 City Council meeting. Motion passed unanimously.**

D. Approval of Agenda

**Motion by Councilmember Gonser and seconded by Councilmember John Menz to approve the Agenda as presented. Motion passed unanimously.**

E. Public Forum

No one appeared to address Open Forum.

F. Presentations - None

G. Consent Agenda

Mayor Suedkamp asked to remove items #3 and #4 from the Consent Agenda for separate discussion.

**Motion by Councilmember Joanne Menz and seconded by Councilmember Gonser to approve the Consent Agenda, as revised, without items #3 and #4, which included:**

1. Approve December 2023 – January 2024 Claims: General Fund: Check #'s 24167 through # 24197 = \$116,096.38; Water Fund: Check # 5182 = \$6,991.78; Sewer Fund: Check # 2156 = \$4,851.11; Total Amount of Claims = \$129,522.29. No Voided Checks.

2. Approve the December 2023 Financial Report

3. ~~Approve Resolution 2024-001 – Resolution Approving the following appointments for 2024: Acting Mayor, Official Newspaper, Police Services, Fire Services, Ambulance Service, Official Depositories, City Attorney, City Engineer, Bond Counsel, Fiscal Advisor, Assessor and Building Official ( pulled for separate discussion)~~

4. ~~Approve Resolution 2024-002 – Resolution Appointing Election Judges for March 5, 2024, Presidential Nomination Primary Election (pulled for separate discussion)~~

5. Approve Employment Agreement for Scott Hildebrand as new City Administrator/HRA Executive Director

6. Approve Resolution 2024-003 – Resolution Acknowledging the resignation of Tobin Lay as City Administrator and Appointing Scott Hildebrand as City Administrator effective January 29, 2024

7. Approve Resolution 2024-004 – Resolution Authorizing City Administrator to submit form to the League of Minnesota Cities insurance Trust (LMCIT) Regarding Municipal Tort Liability Waiver

8. Approve Tanner's Lake Annual Treatment Program with Lake Management, Inc.

9. Approve 2024 Fee Schedule

10. Approve the City EAB Management Plan as Part of Tree Replanting Program

11. Ratify January 4, 2024 Contract with Esch Consulting for Professional Coaching Services

**Motion passed unanimously.**

#3 - Approve Resolution 2024-001 – Resolution Approving the following appointments for 2024: Acting Mayor, Official Newspaper, Police Services, Fire Services, Ambulance Service, Official Depositories, City Attorney, City

Engineer, Bond Counsel, Fiscal Advisor, Assessor and Building Official  
#4 - Approve Resolution 2024-002 – Resolution Appointing Election Judges for March 5, 2024, Presidential Nomination Primary Election

Mayor Suedkamp asked questions related to duties assigned to the 'City Clerk'. Following discussion, **motion by Councilmember Suedkamp and seconded by Councilmember John Menz to approve Consent Agenda items #3 and #4, as presented. Motion passed unanimously.**

H. Unfinished Business

1. Review City Park Rules. Following review and discussion, **motion by Councilmember Suedkamp and seconded by Councilmember Gonser to approve the proposed City Park rules sign, as marked with an arrow in the staff report, (#3KS4593-12x18), and authorize the purchase of at least 3 signs made of aluminum grade reflective materials, for display within the City at each park and the entrance to the City on Dellwood. Motion passed unanimously.**

I. New Business

1. Appoint New Public Works Maintenance Worker.

Following staff report and discussion, **motion by Councilmember Joanne Menz and seconded by Councilmember McManus to Appoint Brandon Powers to the Public Works Maintenance Worker position with a starting hourly wage of \$20.00/hour plus full benefits, including a probationary period of 6 months. Motion passed unanimously.**

J. Council Presentation – None.

K. Administrative Presentations

1. City Attorney Report. – Received

2. City Administrator Report. – Not present.

The Council discussed community center rental feedback and possible future discussion at a workshop.

L. Adjournment

**Motion by Councilmember Gonser and seconded by Councilmember McManus to adjourn. Motion passed unanimously.** Meeting adjourned at 7:34 pm.

Respectfully submitted,

---

Scott W. Hildebrand  
City Administrator

---

Stan Suedkamp  
Mayor

Approved: