

**MINUTES
CITY OF LONSDALE
REGULAR CITY COUNCIL MEETING
December 30, 2010**

1. CALL TO ORDER

Mayor Rud called a meeting of the Lonsdale City Council to order at 7:00 pm in the Council Chambers at 415 Central Street West.

2. PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

3. ROLL CALL

Present: Daleiden, Rud, Furrer, and Pelava

Absent: Kodada

Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, and Public Works Director Russ Vlasak

4. AGENDA

Mayor Rud asked if anyone had any additions, deletions, or corrections to the agenda.

A motion was made by Daleiden and seconded by Pelava to approve the agenda as presented. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

5. APPROVAL OF MINUTES

A motion was made by Pelava and seconded by Furrer to approve the Minutes from the November 8, 2010 Regular Meeting, the November 23, 2010 Regular Meeting and the December 9, 2010 Regular Meeting. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

6. PUBLIC HEARINGS

None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

Fritz Duban, 626 Main Street North, thanked the City Council and Staff for doing a traffic job over the past year. He also mentioned that current employees should not have their vacation hours cut in the proposed City Personnel Policy. He said that City staff should be given a break considering the recent pay freeze and benefit reductions.

Gary Skluzacek, 601 Railway Street, asked why the Public Works Department was using a skid loader to scoop snow on Main Street. He also asked if the City would be going out for RFPs on contracts with its consultants. He complained that the entrance to City Hall looks sloppy. He said that the Personnel Policy should keep vacation hours on the same schedule, because the City has good people.

8. APPROVAL OF THE CONSENT AGENDA

A motion was made by Daleiden and seconded by Furrer to approve the consent agenda as follows:

- a. Monthly Bills
- b. September Treasurer's Report
- c. Board and Commission Minutes

Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

9. OLD BUSINESS

- a. Review and Consider Approval of the Proposed City Personnel Policy

Erickson provided the City Council with the proposed City Personnel Policy to review, including a vacation day comparison chart showing vacation day rates for Lonsdale, Montgomery, New Prague, and Elko New Market. He mentioned that the Council did review the proposed policy at their last meeting. Rud directed the discussion towards vacation time since that seemed to be the only real sticking point during the last discussion. The Council discussed the vacation rate chart shown in the proposed policy as discussed at the last meeting. Rud noted that there is a difference between the private and public sector benefits. Pelava mentioned that he recently talked with some City employees, and he suggested leaving the vacation schedule alone considering the salary freeze and benefit cuts that they have already endured. Daleiden explained the reasoning behind the proposed vacation rate schedule.

After thoroughly discussing the vacation issue, the Council decided to keep the same vacation rate schedule for existing employees and have any new employees follow the proposed vacation rate schedule. They also said that the vacation schedule should eventually match the contract with the Police Union. Furrer stated that having the two different schedules is the best workable solution.

A motion was made by Daleiden and seconded by Furrer to approve City Personnel Policy contingent on the following conditions:

- The Compensation section shall be amended to state that the City “prefers that an employee utilize the compensatory time within 30 days”.
- The vacation schedule shall be amended to keep employees hired before January 1, 2011 on the same schedule as stated in the 2004 Personnel Policy and have employees hired after January 1, 2011 be subject to the proposed new vacation schedule. Vacation time shall be accumulated on an annual accrual basis starting on the first day of the year.

Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

10. NEW BUSINESS

- a. Presentation of a Check by the Lonsdale Area Chamber of Commerce to the Lonsdale Area Food Shelf

Lonsdale Area Chamber of Commerce President Andrea Nelson presented a check to the Lonsdale Area Food Shelf in the amount of \$229.54. She mentioned that the money was raised at the Chamber's Winter Fest event. The Council thanked the Chamber for the generous gift.

Nelson also provided a brief update on the happenings at the Chamber. She said that membership has now increased to 95. She also went through the list of upcoming Chamber events for 2011.

- b. Consider Approval of Dave Pfluke as Captain of Fire Department Company B
Fire Chief Yetzer stated that the interview committee, which consisted of the Fire Chief, Assistant Fire Chief, and two captains not up for election, recommended appointing Dave Pluke for the Company B Captain position.

A motion was made by Daleiden and seconded by Pelava to approve Dave Pfluke as Captain of Fire Department Company B. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- c. Consider Approval of Russ Vlasak as Captain of Fire Department Company C
Fire Chief Yetzer stated that the interview committee, which consisted of the Fire Chief, Assistant Fire Chief, and two captains not up for election, recommended appointing Russ Vlasak for the Company C Captain position.

A motion was made by Furrer and seconded by Pelava to approve Russ Vlasak as Captain of Fire Department Company C. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- d. Consider Approval of Mike Yetzer as Fire Chief of the Lonsdale Fire Department
Administrator Erickson stated that the interview committee, which consisted of members of the Human Resources Committee, the Company C Captain, and two Fire Department members, recommended appointing Mike Yetzer for the Fire Chief position. Erickson mentioned that Yetzer was the only person to apply for the position.

A motion was made by Daleiden and seconded by Furrer to approve Mike Yetzer as Fire Chief of the Lonsdale Fire Department. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- e. Consider Approval of Dean Duban as Assistant Fire Chief of the Lonsdale Fire Department

Administrator Erickson stated that the interview committee, which consisted of members of the Human Resources Committee, the Company C Captain, and two Fire Department

members, recommended appointing Dean Duban for the Assistant Fire Chief position. Erickson mentioned that Dave Pfluke also applied for the position.

A motion was made by Pelava and seconded by Furrer to approve Dean Duban as Assistant Fire Chief of the Lonsdale Fire Department. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

f. Consider Approval of a Six Month Leave of Absence for Tim El-Wailli From the Lonsdale Fire Department

Yetzer explained that Fire Department member El-Wailli has requested a six month leave of absence in order to complete his degree, find a job, and get acclimated to a new position. Fire Chief Yetzer recommended approval of the leave request.

A motion was made by Daleiden and seconded by Furrer to approve a six month leave of absence for Tim El-Wailli From the Lonsdale Fire Department with a 6 month probationary period upon return from the leave. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

g. Consider Approval of Resolution 2010-32, a Resolution Approving the Harmony Meadows 1st Addition Bituminous Trail and Releasing the \$25,000.00 Letter of Credit

The Council reviewed the City Engineer's memo and the proposed resolution. Erickson explained that the trail on the south end of Harmony Meadows needed to be reconstructed due to failure of the bituminous pavement. He stated that the trail was redone by Prior Lake Blacktop in 2010, and he recommended that the City Council consider finalizing the project.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2010-32, a resolution approving the Harmony Meadows 1st Addition bituminous trail and releasing the \$25,000.00 Letter of Credit. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

h. Consider Approval of the Trondhjem Lutheran Church Youth Group as the January, February and March 2011 Lonsdale Youth Recycling Green Team

The City Council reviewed the only Green Team application currently on file at City Hall. Baker mentioned that Trondhjem Lutheran Church Youth Group's application has been on file since October 8, 2009, but they were never reselected as the Green Team because other new youth groups submitted applications over the past year. He said that he did contact the group's adult contact, Dawn Giesen, and she said that they are still interested in being the Green Team this winter. At their meeting on December 14, 2010, the Lonsdale Park Board recommended approval of the Trondhjem Lutheran Church Youth Group as the Jan-Feb-March 2011 Green Team.

A motion was made by Pelava and seconded by Furrer to approve Trondhjem Lutheran Church Youth Group as the January, February and March 2011 Lonsdale Youth Recycling Green Team. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- i. Consider Approval of Ordinance 2010-239, an Ordinance Amending the Official Zoning Map and City Code §153.040 Adding a New Zoning District: “(OI), Original Industrial” Rezoning the Properties in the Original Industrial Park Area From I-1 & I-2 to OI

Baker provided the Council with a detailed staff report, including the proposed text amendment language, six applicable maps, and a comparison table to review. He went on to explain and describe the comparison table and maps with the Council, and he noted the proposed new look to the Official Zoning Map, as shown in Exhibit B (Zoning Map Amendment) of Ordinance 2010-239.

Baker explained that earlier in the year the Planning Commission recommended approval of an ordinance creating an OI, Original Industrial Zoning District, and rezoning the Original Industrial area (along Delaware and Florida Street SE) as such. He said that soon after the approval from the Planning Commission, the City was approached by a property owner in the Original Industrial area looking to possibly expand his building and apply for a CUP. Due to that request, City staff decided to hold off on City Council approval of the new zoning district in hopes of tying the two land use items together. Baker went on to explain that the property owner recently informed the City that he would not be moving forward with the proposed building expansion and CUP request.

Baker stated that the purpose of the new industrial zoning district was to provide a more appropriate zoning classification and regulations that would allow both existing and new buildings to be more compatible and conforming. He mentioned that the OI District is a more suitable zoning classification for the Original Industrial area, and it should allow land owners to refinance or sell their land easier and/or legally expand their buildings without a variance. He mentioned that it was never the City’s intent to force the lots in the Original Industrial area to conform to the unrealistic I-1 and I-2 District standards. He said the updated ordinance will allow for pole buildings, lessened design standard restrictions, and for existing uses to continue. Baker stated the Planning Commission reviewed the text and map ordinance amendment again at their December meeting, and he said that they were still onboard with their previous recommendation.

Rud asked if some of the properties in the Original Industrial area were even buildable. Daleiden stated that he trusts the judgment of the Planning and Zoning Commission.

A motion was made by Daleiden and seconded by Pelava to approve Ordinance 2010-239, an ordinance amending the Official Zoning Map and City Code §153.040, adding a new zoning district: “(OI), Original Industrial” and rezoning the properties in the Original Industrial Park Area from I-1 & I-2 to OI. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- j. Consider Approval of a Letter of Intent Submitted by Eide Bailly to Conduct the 2010 Year End City Audit in the Amount of \$17,900.00

The Council was provided with a Letter of Intent from Eide Bailly to conduct the 2010 Year End City Audit. Erickson read through the five main services that Eide Bailley will provide as part of the proposed contract. He mentioned that Eide Bailly has been

auditing the City's financial statements since 2006. He said that the cost to perform the 2010 audit is \$17,900.00, the same cost as the previous year.

Rud stated that the City's finances are running more efficiently now, noting the changes with monthly reconciliation and the reformatted financial reports. The rest of the Council agreed, and they stated that the process should probably go faster and smoother this year.

A motion was made by Daleiden and seconded by Furrer to approve a Letter of Intent submitted by Eide Bailly to conduct the 2010 Year End City Audit in the amount of \$17,900.00. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- k. Consider Approval of 2011 Cigarette Licenses for the Following Businesses: Fred's I.G.A. Foods, Jessy's Food Mart, Casey's General Store, Lonsdale American legion Post # 586, Whistle Stop Tavern & Grill and Lonsdale Liquor

Erickson stated that the City annually approves cigarette licenses for businesses in town. He said that City staff is not aware of any violations that would prevent any of the businesses from receiving a cigarette license in 2011.

A motion was made by Pelava and seconded by Daleiden to approve 2011 Cigarette Licenses for the following businesses: Fred's I.G.A. Foods, Jessy's Food Mart, Casey's General Store, Lonsdale American legion Post # 586, Whistle Stop Tavern & Grill and Lonsdale Liquor. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- l. Consider Approval to Schedule a Special Meeting on Monday, January 24, 2011 with the City of Montgomery and School District # 394

Erickson said that the City was contacted by the City of Montgomery and School District # 394 about scheduling a special meeting on Monday, January 24th to discuss opportunities of shared services and any other options for collaboration. He asked the Council if that date would work in their schedules.

A motion was made by Furrer and seconded by Pelava to schedule a Special Meeting on Monday, January 24, 2011 with the City of Montgomery and School District # 394. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

11. OTHER BUSINESS

- a. Department Reports:

Council Member Daleiden

Daleiden mentioned that the Liquor Store made a profit for 10 out of the 12 months in 2010. He said that the numbers are encouraging and a big improvement over previous years.

Council Member Kodada

N/A

Council Member Furrer

Furrer said that the Lonsdale First program ends on December 31st, and she encouraged everyone to get their cards in. She also mentioned that the Library is seeing a lot of patrons.

Council Member Pelava

Pelava provided a brief update on the Planning Commission meeting held earlier that night.

Council Member Rud

Rud stated that the City's negotiation with Nature's Prime Organic (NPO) stalled because they were unwilling to provide the appropriate securities. He mentioned that the City may want to consider partnering with a private builder to put up a spec building in the industrial park. Rud thanked all the City employees for their hard work over the last year in spite of a wage freeze and reduction in benefits. Rud also thanked everyone who served on the advisory boards in 2010.

12. ADJOURNMENT

A motion was made by Daleiden and seconded by Pelava to adjourn the meeting. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried. The meeting closed at 8:18 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator