

**MINUTES
CITY OF LONSDALE
REGULAR CITY COUNCIL MEETING
October 29, 2009**

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, Kodad, Rud, Smith, and Furrer

Absent: None

Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, and City Engineer Kevin Kawlewski

4. AGENDA

Mayor Rud asked if anyone had any additions, deletions, or corrections to the agenda. Erickson mentioned that the minutes would be approved at the next meeting.

A motion was made by Kodada and seconded by Furrer to approve the agenda with the noted deletion. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

5. APPROVAL OF MINUTES

None (deleted from agenda)

6. PUBLIC HEARINGS

None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

John Duban, 800 8th Avenue NW, presented a check in the amount of \$225 to the City Council in response to the Park Board's Adopt-a-Bench program. Mayor Rud thanked John and Evelyn Duban for their generous gift.

8. APPROVAL OF THE CONSENT AGENDA

A motion was made by Kodada and seconded by Duban to approve the Consent Agenda as follows:

a. Monthly Bills

b. Treasurer's Report

- c. Board and Commission Minutes
- d. Consider Approval of Resolution 2009-36, a Resolution Entering Into a Joint Snow Removal Agreement Between the City of Lonsdale and the Minnesota Department of Transportation
- e. Consider Approval of Resolution 2009-37, a Resolution Approving a Transfer of \$30,000.00 from the Liquor Store Fund to the Sewer Fund
This item was pulled for discussion. Daleiden explained the reasoning behind the proposed transfer, and he reported on the positive direction that the Liquor Store is headed in due to new marketing ideas. Kodada mentioned that customer counts have gone up over the last few months. Rud thanked Daleiden, Kodada, previous Council Member Fritz Duban, and Administrator Erickson for their work with the Liquor Store.

Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

9. OLD BUSINESS

- a. Consider Approval to Authorize Staff to Advertise the Position of Library Clerk at Grade 2 / Step 1 (\$10.42/hr)
Erickson reported that the Council discussed advertising for the Library Clerk and Library Shelver position at their August 27, 2009 meeting. He said that the Council directed staff to research the possibility of utilizing current staff from City Hall to fill the two positions. Erickson stated that although the City could have one employee that works two different positions at different pay rates, 12 hours is more hours than can currently be worked by existing City staff. He also mentioned that Library staff will solicit and when possible train volunteers on the duties of Clerk. He said that the position will be part-time with no benefits.

A motion was made by Kodada and seconded by Smith to authorize staff to advertise the position of Library Clerk at Grade 2 / Step 1 (\$10.42/hr). Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

- b. Consider Approval to Authorize Staff to Advertise the Position of Library Shelver at Grade 1 / Step 1 (\$7.96/hr)
Kodada asked if a high school aged person could be eligible for the position. Erickson said yes, as long as the requirements are met.

A motion was made by Smith and seconded by Furrer to authorize staff to advertise the position of Library Shelver at Grade 1 / Step 1 (\$7.96/hr). Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

- c. Update on the Hiring of the Library Director

Erickson stated that the Lonsdale Library Board recently accepted applications for the position of Library Director. He mentioned that a total of eight applications were received, and six were interviewed. He said that at the October 21, 2009 Library Board meeting, the committee recommended hiring Diana Tallent and they motioned to make a conditional job offer. Erickson said that Tallent accepted the job offer, and she is expected to start on November 9, 2009. Rud said that all the applicants were very good. He also mentioned that the Lonsdale Lions can be contacted to help volunteer with the Library. He said the grand opening for the Library will be January 23, 2010.

d. Consider Approval of an Animal Control Services Agreement Between the City of Lonsdale and Minnesota Critter Getters

Erickson said that City staff was directed to proceed with an agreement for the pickup and impoundment of loose dogs (animal control services) at the previous Council meeting. He provided a copy of the proposed agreement for the Council to review, and he mentioned that both the Police Chief and City Attorney have reviewed it. Erickson highlighted the main points of the agreement. He also reviewed the key points for a new policy establishing animal pick up and impoundment. Erickson explained the process that would take place in the event that a lost dog was located and picked up by the Police Department. Kodada asked how long Critter Getters needs to keep the dogs impounded. Erickson said that Critter Getters will keep the dogs for five days before sending the dogs to an animal rescue/adoption agency. Erickson said that the Police Chief talked with New Prague about Critter Getters, and they provided a solid reference.

Furrer asked what the City can do to encourage and promote residents to obtain a dog tag/license for their dogs. Erickson estimated that only about 5% of the dogs in town are licensed. He said that the main reason for the tags is for contact information and to make sure vaccine shots are current.

A motion was made by Smith and seconded by Kodada to approve an animal control services agreement between the City of Lonsdale and Minnesota Critter Getters. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

10. NEW BUSINESS

a. Presentation of a Youth Recycling Green Team Check in the Amount of \$265.00 to the Cub Scouts Troop # 327 – Darrell Hoekstra - Waste Management

Darrell Hoekstra, Waste Management Marketing Manager, presented a check in the amount of \$265.00 to Cub Scout Troop #327 for recycling 17.66 tons. Hoekstra also talked about the current down turn in the recycling market. Troop Leader Scott Pelava gave a short acceptance speech, talked briefly about changes in the scouting program and environmental impacts on the Earth. He thanked the City and Waste Management for the check.

b. Presentation of a Youth Recycling Green Team Check in the Amount of \$245.00 to the Boy Scouts Troop # 327 – Darrell Hoekstra - Waste Management

Darrell Hoekstra, presented a check in the amount of \$245.00 to Boy Scout Troop #327 for recycling 16.33 tons. Adult Troop Leader Bruce Lieske talked briefly about how the boys actually lead the troop, and his role is just a helper. Hoekstra thanked the City of Lonsdale for their business.

c. Montgomery Lonsdale School Facilities Referendum Committee Presentation – Tony Nickel

Tony Nickel presented a 15 minute presentation regarding the upcoming school referendum using a visual presentation board. Nickel informed the audience about the unexpected stimulus opportunity that is currently before the school district and up for vote. He discussed the role of the 2008 Facilities Task Force, their recommendation, the needs of the school district, the details of the plan, the proposed timeline, the estimated tax impacts, and the urgency to act. Nickel explained their reasoning why Montgomery-Lonsdale School District cannot afford to pass up this opportunity. Rud thanked Nickel for his presentation.

d. Consider Approval of a Quote Submitted by New Prague Ford in the Amount of \$22,097.00 for a 2010 Ford Crown Victoria

Police Chief Jason Schmitz provided a memo to the Council for review regarding the purchase of a new patrol car. He said that the Police Department budgeted \$25,000.00 for the purchase of a new patrol care in 2010. He mentioned that the new car would replace the 2006 patrol car which has been out of service due to transmission problems. He said he received two quotes for a 2010 Ford Crown Victoria: 1) \$21,969.00 – Elk River Ford and 2) \$22,097.00 – New Prague Ford. He recommended purchasing the car through New Prague Ford because of their location to Lonsdale. He mentioned that the car would arrive in February 2010. He also mentioned that the equipment from the 2006 patrol car will be transferred to the new car for approximately \$2,500 for installation.

A motion was made by Kodada and seconded by Daleiden to approve a quote submitted by New Prague Ford in the Amount of \$22,097.00 for a 2010 Ford Crown Victoria. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

e. Consider Approval of Resolution 2009-38, a Resolution Adopting Administrative Offenses and Penalties

Erickson informed the Council that during the 2009 Legislative session, the legislature approved an Administrative Fine bill that allows government agencies to enforce and collect Administrative Fines, with the exception of traffic, under State Statue 169. Erickson stated that Administrative Traffic Fines need to be removed from Resolution 2008-08. Erickson said that the City has only received three complaints about the Administrative Fine procedure since the resolution was adopted.

A motion was made by Daleiden and seconded by Smith to approve Resolution 2009-38, a resolution adopting administrative offenses and penalties. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

- f. Consider Approval of a Quote Submitted by H & R Construction Co. in the Amount of \$8,250.00 for Guard Rail for the C.S.A.H. # 33 Trail Project

City Engineer Kawlewski provided a quote in the amount of \$8,250.00 for 400 ft. of guardrail from H & R Construction Company. He said that guardrail is needed as part of the permitting process for the C.S.A.H. # 33 Trail Project. He mentioned that H & R Construction is one of the only guardrail contractors in the state. He stated that funds have been set aside in the Park Development Fund for the project. Kodada asked if the speed limit could be changed instead of constructing a guardrail. Kawlewski said that guardrail is required as part of the Rice County permit. Furrer asked about the status of the project. Kawlewski said that after the guardrail is installed, the only outstanding item is paving. He mentioned that paving is being held off until the base settles.

A motion was made by Kodada and seconded by Furrer to approve a quote submitted by H & R Construction Co. in the Amount of \$8,250.00 for guardrail for the C.S.A.H. # 33 Trail Project. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

- g. Consider Approval of Construction Pay Voucher No. 2 (Final) in the Amount of \$9,919.93 for the CSAH # 33 Trail and Utility Improvements

Kawlewski provided a project summary for the CSAH # 33 Trail Project including contract numbers, changes, retainage, and detailed project material status. He recommended payment of Pay Voucher No. 2, final payment.

A motion was made by Daleiden and seconded by Kodada to approve Construction Pay Voucher No. 2 (Final) in the amount of \$9,919.93 for the CSAH # 33 Trail and Utility Improvements. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

- h. Consider Approval of Resolution 2009-39, a Resolution Appointing Cindy Furrer to the Library Board for the Remainder of Ed Grebis's Term

Erickson mentioned that Library Board President recently resigned due to personal reasons. He recommend that Cindy Furrer be appointed to the Board for the remainder of Grebis's term.

A motion was made by Kodada and seconded by Smith to approve Resolution 2009-39, a resolution appointing Cindy Furrer to the Library Board for the remainder of Ed Grebis's Term. Vote for: Daleiden, Kodada, Rud, and Smith. Against: None. Abstained: Furrer. Vote: 4-0. Motion carried.

11. OTHER BUSINESS

Council Member Daleiden

Daleiden asked Erickson to provide a Liquor Store update. Erickson reported that the "loyalty program" has now ended and that sales are up at the store.

Council Member Kodada

Kodada thanked City Employee Billy Turek for planting the Crabapple tree on the south side of City Hall. He mentioned that the tree was planted in memory of Turek's wife. He also informed everyone about the Park Board's Adopt-a-Bench program.

Council Member Smith

None

Council Member Furrer

None

Council Member Rud

Rud stated that Florida Street should be paved sometime in the near future. He asked City staff to see if there was support for the project.

12. ADJOURNMENT

A motion was made by Furrer and seconded by Smith to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried. The meeting closed at 8:21 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator