

**MINUTES
CITY OF LONSDALE
REGULAR CITY COUNCIL MEETING
June 25, 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, Kodada, 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.

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

5. APPROVAL OF MINUTES

A motion was made by Kodada and seconded by Furrer to approve the minutes from the May 28, 2009 Regular Meeting and the June 11, 2009 Regular Meeting. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

6. PUBLIC HEARINGS

None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

Jeff Smisek, 220 4th Avenue NW, provided a brief update on the status on the upcoming July 3rd fireworks display. He said that they recently met with land owners around the launch area to address their concerns. He mentioned that kids will no longer be allowed to enter the launch area with the shoot team. He thanked the City council and staff for their help with paper work and approvals. He also mentioned that they recently met with the Lonsdale Area Chamber of Commerce to come up with some new fundraising ideas. Rud thanked Smisek for the update.

8. APPROVAL OF THE CONSENT AGENDA

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

- a. Monthly Bills
- b. Treasurer's Report
- c. Board and Commission Minutes
- d. Consider Approval of Liquor Licenses Effective July 1, 2009

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

9. OLD BUSINESS

- a. None

10. NEW BUSINESS

- a. Consider Approval of Boy Scout Troop # 327 as the July, August and September Green Team

Erickson stated that the City advertised back in February for potential new Green Teams. He said that three applications were received, but local Boy Scout Troop # 327 showed interest in the July-Aug-Sept term. Staff provided a copy of their application, and the Park Board recommended approval of Troop # 327.

A motion was made by Kodada and seconded by Smith to approve Boy Scout Troop # 327 as the July-Aug-Sept Green Team. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

- b. Consider Approval of a Request by the Lonsdale Aces in the Amount of \$500.00 for the 2009 DRS Park Seating Project

Baker said that Bob Brezina, Lonsdale Aces, attended both the May 12th and June 9th Park and Recreation meeting to ask the Board to consider funding part of the 2009 DRS Ball Field Seating/Viewing Deck Project. Baker relayed Brezina's comments in that the project would relieve safety and aesthetic concerns and add additional seating. He said that the Aces estimated that the project would cost around \$7,500. Baker said that the Park Board discussed the request and recommended funding the project at \$500.00 due to their tight budget. Kodada said that the Aces are a great asset to the community. He mentioned that the Park Board would really like to give more towards the project, but considering the current budget, \$500 is all that is available. Erickson explained the finishing touches that are currently being completed on the project. Rud commented that the project is very nice, and he thanked the volunteers who have contributed to the project.

A motion was made by Daleiden and seconded by Smith to approve a request by the Lonsdale Aces in the Amount of \$500.00 for the 2009 DRS Park Seating Project. Vote for: Daleiden, Rud, Smith, and Furrer. Against: None. Abstained: Kodada. Vote: 4-0. Motion carried.

- c. Consider Approval of Resolution 2009-21, a Resolution Establishing Policies and Procedures for the Administration of Loans for the Small Cities Development Program
Erickson provided the council with a detailed report regarding the administration of loans for the Small Cities Development Program. He highlighted the main points of each section including income guidelines, priority order, maximum financing, eligibility qualifications, income of applicants, type of ownership, exceptions, structure requirements, types of improvements considered eligible, Project Approval Committee, warranty, and conflict of interest. Rud asked about advertising. Erickson explained that they would advertise in the newspaper, on the City's website, and send out direct mailings. Erickson described where the target area boundaries are located and explained the process of how a property owner would go about applying for the grant funds. Rud mentioned that the City is very fortunate to have acquired the grant, and he encouraged residents to take advantage of this great opportunity. Furrer said that the EDA reviewed the administration and procedures at their last meeting.

A motion was made by Daleiden and seconded by Furrer to approve Resolution 2009-21, a resolution establishing policies and procedures for the administration of loans for the small cities development program. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

- d. Consider Approval to Schedule a Special Meeting on Monday, July 20, 2009 at 6:00 pm to Discuss the 2010 City Budget
Erickson explained the process that the council has gone through in past year's budget meetings, and he suggested that the council go through and comment on each line item at the next budget meeting. The council discussed using one of their regular meeting dates to discuss the 2010 budget.

A motion was made by Kodada and seconded by Furrer to schedule a special meeting on Monday, July 20, 2009 at 6:00 pm to discuss the 2010 City Budget. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

- e. Update on 2009 & 2010 State Aid Reductions
Erickson summarized past action by the council that was necessary to compensate for reductions in State Aid. He said that in response to LGA cuts, the City has proactively cut \$197,000 out of its budget in preparation for 2009 and 2010 LGA unallotments. He said that the 2010 LGA unallotment is set at \$144,406. Rud asked if the City could budget without using LGA funds. Erickson explained that the City should probably phase into that mentality, but he said that right now it would be pretty difficult to drop the LGA revenue out of the budget. He mentioned that in the future most cities will need to be more accountable with their local property taxes and less dependent on LGA. Rud said that the council has been very proactive throughout this process of cuts, but he recommended not cutting mosquito spraying based on comments received from concerned residents.

f. Community Development Update – Ben Baker

Baker provided the council with two community development reports: new home statistics and vacant lot inventory statistics. He provided a list of 2009 new home builders and a map showing the location of each new home. He also provided a spreadsheet showing the current lot inventory including phase completion percentage, development completion percentage, lots available, and associated population. A density map was also provided along with that report. Erickson mentioned that the City was already at their goal for new homes in 2009, 10 homes. Furrer asked if staff could provide data on foreclosed and for sale lots/homes.

g. Consider Approval of Resolution 2009-22, a Resolution Approving a Transfer in the Amount of \$35,000 from the General Fund to the Library Fund

Erickson explained that SELCO on behalf of the City, applied for a LSTA grant to automate the new library, and was denied both times. He suggested that in order to keep the library on track and progress towards opening, \$35,000 is needed to cover the cost of automating: software licenses, hardware, cataloging, training, automation fees, delivery of materials, and a project librarian. Erickson said that City reserves will be used because the item was not budgeted for due to SELCO's assuredness in the probability of receiving the grant. Rud mentioned that the grand opening for the library should probably be pushed back to January 2010. He said that there is a lot of excitement and enthusiasm associated with the new library. He also briefed the council on happenings with the new Library Board. Daleiden cautioned the council that more expenses may be tacked on due to the rearrangement of the floor plan and unexpected expenses. Erickson assured the council that the floor plan was thoroughly thought out and will not change. Kodada agreed that moving the opening back to January makes sense.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2009-22, a resolution approving a transfer in the amount of \$35,000 from the General Fund to the Library Fund. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

h. Consider Approval of a Quote in the Amount of \$86,510.70 Submitted by SCOTT for SCBA for the Lonsdale Fire Department – Mike Yetzer

Yetzer provided a letter to the council regarding two quotes received for SCBA gear: 1) MSA - \$87,506.00 and 2) SCOTT - \$86,510.70. He reminded the council that the department did receive a grant for the SCBAs, but the LFD would be still be responsible for 5% of the cost, which would be \$4,575. He mentioned that the Fire Department will also have excess funds to use towards wildland (grassfire) turnout gear. Yetzer mentioned that Safe Assure will perform the fit test. He recommended going with the low bid (SCOTT), and he also mentioned that training will be provided by SCOTT.

A motion was made by Kodada and seconded by Furrer to approve a quote in the amount of \$86,510.70 submitted by SCOTT for SCBA for the Lonsdale Fire Department . Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

i. Consider Approval to Purchase a Copy Machine for City Hall

Erickson explained that the lease on City Hall's Toshiba copy machine is up in August. Erickson provided a spreadsheet comparison for two copy machine quotes submitted by Ricoh and Toshiba. He showed cost comparisons for a 36-month lease, a 48-month lease, and an outright purchase. He said that the City has used the Toshiba copy machine for the last few years at City Hall and it has worked alright with some service and jamming issues. He mentioned that City Hall staff had a chance to test drive the Ricoh, and they stated that they liked the Ricoh's quick coping, copy quality, and ability to load 11" x 17" s in the drawer for a direct print/copy, not needing to use the bypass. Erickson said that the City could save \$2,247.72 by purchasing the Ricoh. Rud said that City Hall's budget would need to make up for the cost of purchasing the new copy machine.

A motion was made by Smith and seconded by Kodada to approve the purchase of a Ricoh 4500 for City Hall in the amount of \$6,400.00. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

Council Member Daleiden

Daleiden said that the Liquor Store had a nice profit in May. He mentioned that customer counts are up and that sales are higher too. Daleiden also asked if Planner Baker could make an instructional DVD, similar to the presentation he gave to the Planning Commission at their June meeting, to show citizens how to utilize the Rice County GIS website and City Code online.

Council Member Kodada

Kodada mentioned that visiting coaches from other towns have commented on how nice the parks in Lonsdale are kept up.

Council Member Smith & Furrer

Smith and Furrer talked about the last EDA meeting where Rice County EDA Director Deanna Kuennen explained how to get business owners interested in looking to relocate or start their business in Lonsdale through the city's and county's website and associated links.

Council Member Rud

Rud thanked all of Lonsdale's volunteers that help out with the fireworks display, Family Fun Night, and the Community Days Celebration. He also mentioned that the circus will be coming to Fred's IGA on July 10th.

12. ADJOURNMENT

A motion was made by Smith and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Smith, and Furrer. Against: None. Vote: 5-0. Motion carried. The meeting closed at 8:10 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator