

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
JANUARY 23, 2020**

**1. CALL TO ORDER**

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

**2. PLEDGE OF ALLEGIANCE**

Everyone stood and recited the pledge of allegiance.

**3. ROLL CALL**

Members Present: Steve Cherney, Kevin Kodada, Tim Rud, and Cindy Furrer

Members Absent: Scott Pelava

City Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, City Engineer John Powell, Public Works Director Russ Vlasak  
Police Chief Jason Schmitz

**4. APPROVAL OF AGENDA**

Mayor Rud asked if there were any corrections, additions, or deletions to the Agenda. Erickson asked if the Closed Session could be moved to the end of the agenda.

A motion was made by Kodada and seconded by Furrer to approve the agenda with the noted change. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

**5. APPROVAL OF MINUTES**

Mayor Rud asked if there were any corrections, additions, or deletions to the Minutes.

A motion was made by Kodada and seconded by Cherney to approve the Minutes from the January 2, 2020 Regular Meeting. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

**6. PUBLIC HEARINGS**

None

**7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS**

None

**8. APPROVAL OF THE CONSENT AGENDA**

None

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

- a. Presentation of a Waste Management Green Team Recycling Check in the Amount of \$366.75 to the Knights of Columbus #16625 for Recycling 24.45 Tons of Cardboard and Mixed Paper – Jay Nieson, WM

Jay Nieson, Waste Management, provided the Council with the most recent Green Team Recycling Program stats, including 1,321.63 tons of cardboard/mixed paper recycled and \$19,232.75 given out to local community organizations since 2010. He congratulated the Knights of Columbus for promoting the recycling of 24.45 tons, and he presented Mayor Rud, on behalf of the Knights of Columbus, a check for \$366.75. The audience applauded.

- b. Introduction of Bill Eckles, CEO of Bevcomm Communications and Consider Approval to Schedule a Public Hearing on Proposed Ordinance 2020-301, an Ordinance Granting a Franchise to BEVCOMM to Construct, Operate and Maintain a Cable System and Provide Cable Communications in the City of Lonsdale – Joel Erickson, City Administrator

Erickson explained that Bonnie Simon, owner of Lonsdale Telephone, recently notified the City that her company is in the process that being acquired by BEVCOMM. Erickson invited Bill Eckles, CEO of BEVCOMM Communications, to the front podium to introduce himself to the Council and provide information on multi-generational family telecom business that now focuses on servicing more rural areas in Southern Minnesota. Eckles said that the plan is to keep an office in Lonsdale with the same staff. Some of the Council members asked Eckles a few questions. Eckles explained the different services and rates that BEVCOMM offers along with information on broadband speed and plans for fiber optic cables. He said that he was in favor of the City's recently adopted Cat-6 cable ordinance.

A motion was made by Kodada and seconded by Furrer to schedule a public hearing for February 27, 2020 to review a franchise ordinance for BEVCOMM to construct, operate, and maintain a cable system and provide cable communications in the City of Lonsdale. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- c. Consider Approval of Tim Kniefel's Letter of Resignation as Full Time Public Works Employee – Joel Erickson, City Administrator

Erickson said that Tim Kniefel started working for the City in October of 2018, and his last day with the Public Works Department is January 23, 2020. The Council reviewed Kniefel's Letter of Resignation.

A motion was made by Furrer and seconded by Cherney to approve Tim Kniefel's Letter of Resignation as Full Time Public Works Employee. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- d. Consider Approval to Advertise for Two (2) Full Time Public Works Employees With an Anticipated Starting Hourly Wage of Grade 8 / Step 5 (\$23.58/hr.) – Joel Erickson, City Administrator

Erickson said that during the 2020 Budget process, the plan was to hire another full-time Public Works employee. He recommended advertising for two full-timers to replace Kniefel and to account for the one additional worker that was budgeted for. Cherney asked what Staff wants to see, and he commented on retaining employees. Vlasak and Erickson suggested hiring two full-time workers.

A motion was made by Kodada and seconded by Furrer to advertise for two (2) Full Time Public Works Employees with an anticipated starting hourly wage of Grade 8 / Step 5 (\$23.58/hr.). Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- e. Consider Approval to Authorize Staff to Advertise For Up To Three Seasonal Public Works Employees at Grade 1 / Step 6 (\$14.42/hr.) – Joel Erickson, City Administrator

Erickson explained that funds were specifically budgeted to hire up to three seasonal Public Works employees for up to 180 days in 2020. He noted that the seasonal wage was raised by 3.5% since 2019 to help attract applicants.

A motion was made by Kodada and seconded by Furrer to authorize Staff to advertise for up to three Seasonal Public Works Employees at Grade 1 / Step 6 (\$14.42/hr.). Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- f. Consider Approval to Make a Conditional Job Offer to Tyler Sticha as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$12.14/hr.) - Joel Erickson, City Administrator

Erickson explained the current staffing situation at Lonsdale Liquor. He said that the Liquor Store Committee conducted interviews on January 15<sup>th</sup>, and the Committee recommended approval of Tyler Sticha as Part Time Liquor Store Clerk.

A motion was made by Cherney and seconded by Furrer to make a Conditional Job Offer to Tyler Sticha as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$12.14/hr.). Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- g. Consider Approval to Make a Conditional Job Offer to Jon Burns as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$12.14/hr.) - Joel Erickson, City Administrator  
Erickson said that the Liquor Store Committee conducted interviews on January 15<sup>th</sup>, and the Committee recommended approval of John Burns as Part Time Liquor Store Clerk.

A motion was made by Cherney and seconded by Kodada to make a Conditional Job Offer to Jon Burns as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$12.14/hr.).  
Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None.  
Vote: 4-0. Motion carried.

- h. Consider Approval of a Temporary On-Sale Liquor License Requested by the Lonsdale Area Chamber of Commerce for an Event on May 14, 2020 – Joel Erickson, City Administrator

Erickson presented the Council with a temporary liquor license request from the LACC for a “Spring Into Lonsdale” event on Thursday, May 14, 2020. The Council reviewed that application and criteria qualifications for a temporary license. Erickson noted that entities are allowed up to four such licenses in one year.

A motion was made by Kodada and seconded by Furrer to approve a Temporary On-Sale Liquor License requested by the Lonsdale Area Chamber of Commerce for an event on May 14, 2020. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- i. Update on the Bidding Process for the 2<sup>nd</sup> Ave SW Area Street and Utility Improvement Project – John Powell, City Engineer

Powell said that bids were received and publicly opened earlier in the day at 10:00 am. The Council reviewed the list of bidders and the associated bid amounts. Powell explained that many of the bids were fairly competitive, and he commented on some of the initial numbers that stood out. He said that the apparent low bid submitted by A-1 Excavating was within 3% of the Engineer’s Estimate.

A motion was made by Kodada and seconded by Cherney to acknowledge the receipt of bids for the 2<sup>nd</sup> Avenue SW Area Street and Utility Improvement Project. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- j. Consider Approval of Resolution 2020-04, a Resolution Declaring the Cost to be Assessed and Ordering Preparation of Proposed Assessment for the 2<sup>nd</sup> Ave SW Area Street and Utility Improvement Project – Joel Erickson, City Administrator  
Erickson explained that the next step in the 2<sup>nd</sup> Ave SW Area Project process is to calculate assessments. Erickson read through Resolution 2020-04, which detailed the project location, declared costs to be assessed, payback term, interest rate, and process for the City Administrator and City Engineer to proceed. Cherney suggested that another funding route be pursued for City infrastructure projects. Rud explained that assessment amounts have been fairly consistent over the past 15 years. Kodada provided a brief history on reaction from residents over similar tax impacts. Furrer asked about the breakdown of the project costs and assessment funding. Powell and Erickson clarified the details of the total project cost and funding sources.

A motion was made by Kodada and seconded by Cherney to approve Resolution 2020-04, a Resolution Declaring the Cost to be Assessed and Ordering Preparation of Proposed Assessment for the 2<sup>nd</sup> Ave SW Area Street and Utility Improvement Project. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- k. Consider Approval of Resolution 2020-05, a Resolution Scheduling the Public Hearing on Proposed Assessments for the 2<sup>nd</sup> Ave SW Street and Utility Improvement Project – Joel Erickson, City Administrator  
Erickson said that the next step in the process is to schedule a public hearing for the proposed 2<sup>nd</sup> Avenue SW Area Project assessments. The Council reviewed the Preliminary Assessment Roll. Erickson explained the early assessment payoff timelines.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2020-05, a Resolution Scheduling the Public Hearing on Proposed Assessments for the 2<sup>nd</sup> Ave SW Area Street and Utility Improvement Project. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- l. Update on the Trcka Park Building Project – Ben Baker, City Planner  
Baker provided an update on the Trcka Park Project. He said that Oleson & Hobbie Architects have nearly completed finalizing the design of the park building. He stated that WSB is also finalizing the site/grading plan. The Council reviewed a proposed project timeline along with the latest site and floor plans. Powell provided further details on the proposed grading.

A motion was made by Kodada and seconded by Cherney to authorize City Staff to advertise for both the building construction and site work at Trcka Park. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- m. Consider Approval of Change Order No. 1 and Application for Payment No. 3 (Final) in the Amount of \$286.60 to AAA Striping Service, Co. for the 2019 Pavement Marking Project – John Powell, City Engineer

Powell asked the Council to consider approval of the final payment to AAA Striping for pavement marking work completed in 2019. He said that the change order brings the project total to 22 percent under the original contract price. He said that AAA Striping was very responsive and easy to work with.

A motion was made by Furrer and seconded by Kodada to approve Change Order No. 1 and Application for Payment No. 3 (Final) in the amount of \$286.60 to AAA Striping Service, Co. for the 2019 Pavement Marking Project. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- n. Consider Approval of a Quote Submitted by UEMSI/HTV in the Amount of \$6,735.00 for a U-VUE DVR Ultra Inspection System – Russ Vlasak, Public Works Director

Vlasak said that he looked at two brands of televising equipment, and asked the Council to consider approval of quote from UEMSI/HTV. Vlasak and Erickson explained that in order for the City to continue to perform the televising service required during home utility inspections, that a new camera is needed. Vlasak said that the existing camera would be used as a backup camera and the two cameras would have interchangeable parts. Staff stated that the two camera system would help to ensure no downtime due to a broken camera and that the City wouldn't be holding up any real estate closings. Cherney asked about contracting the service out, renting the equipment, and current charges for the service. Erickson said that a \$97 fee is charged for the service to cover Staff/equipment expenses, and he stated that residents aren't happy with the fee.

A motion was made by Cherney and seconded by Furrer to approve a quote submitted by UEMSI/HTV in the amount of \$6,735.00 for a U-VUE DVR Ultra Inspection System. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- o. Consider Approval of a Quote Submitted by Skluzacek Tree Movers, LLC in the Amount of \$5,342.00 for Tree Removal, Stump Grinding and Clean Up – Russ Vlasak, Public Works Director

Vlasak asked the Council to consider approving a quote from Skluzacek Tree Movers to remove eight hazardous trees in three different locations around town. The Council reviewed the quotes.

A motion was made by Kodada and seconded by Furrer to approve a quote submitted by Skluzacek Tree Movers, LLC in the amount of \$5,342.00 for Tree Removal, Stump Grinding and Clean Up. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

[NOTE: The Closed Session agenda item was conducted after Other Business]

p. Closed Session – Beyl v. City of Lonsdale – Paul Merwin, LMCIT

Mayor Rud stated the City Council is going into Closed Session pursuant to the Minnesota Open Meetings Law, Statute 13D.05. The Closed Session is based on attorney-client privilege so we can get an update and legal advice from our attorney Paul Merwin regarding the ongoing litigation matter of Beyl v. the City of Lonsdale.

A motion was made by Kodada and seconded by Furrer to suspend the regular meeting and go into Closed Session. Vote for: Cherney, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried. The Regular Meeting adjourned at 8:22 pm.

Cherney left the during Closed Session.

## **11. OTHER BUSINESS**

a. City Staff Reports

*Public Work Director*

Vlasak said that the Public Works Department has been working on keeping the streets cleared of snow and ice.

*City Engineer*

Powell stated that he has been working on the 2020 Street Project and the Trcka Park Project.

*City Administrator Erickson*

Erickson provided a briefing on the recent meeting with TCU, Montgomery, LeCenter, and Lonsdale area legislators.

*City Planner*

Baker stated that he was just finishing up the 2019 Community Development Report, which will be presented at the next Council meeting.

b. City Council / Department Reports

*Council Member Cherney*

Cherney said that he is learning more about the community by now being a Library Board Member. He said that the Library is looking for one more volunteer to serve on the Board.

*Council Member Kodada*

Kodada said that the next Park Board and Planning Commission meetings will be on January 27<sup>th</sup>.

*Council Member Furrer*

Furrer said that he Liquor Store Committee reviewed applicants for the open positions. She stated that the EDA will be starting the interview process of the BR&E program in February

*Council Member Pelava*

N/A

*Mayor Rud*

Rud announced that the Chamber will host a State of the City Lunch & Learn event on February 27<sup>th</sup> at the Villages of Lonsdale.

**12. ADJOURNMENT**

A motion was made by Furrer and seconded by Kodada to adjourn the meeting. Vote for: Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried. The meeting ended at 9:03 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator