

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
JANUARY 26, 2017**

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: Joe Daleiden, Kevin Kodada, Tim Rud, Cindy Furrer and Scott Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, City Engineer John Powell, Public Works Director Russ Vlasak

4. APPROVAL OF AGENDA

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

A motion was made by Kodada and seconded by Pelava to approve the agenda as presented.

Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

5. APPROVAL OF MINUTES

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

A motion was made by Pelava and seconded by Furrer to approve the Minutes from the

December 22, 2016 Regular meeting. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava.

Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

6. PUBLIC HEARINGS

None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

a. Monthly Bills

b. Treasurers Report

c. Board and Commission Minutes

Mayor Rud asked if anyone wanted any of the items pulled for discussion. A motion was made by Daleiden and seconded by Furrer to approve the Consent Agenda as presented. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

9. OLD BUSINESS

None

10. NEW BUSINESS

a. Consider Approval of a Leave of Absence Until March 31, 2017 Requested by Fire Fighter Casey Gregor

Erickson said Gregor is requesting a temporary leave of absence due to not living within the required five minute response time while his new home is being building. He recommended approval of Gregor's requested temporary leave of absence. Pelava asked if an extension is needed, will it need to be approved. Erickson replied yes and Gregor is confident his home will be constructed by then. A motion was made by Daleiden and seconded by Kodada to approve Gregor's requested temporary leave of absence. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

b. Consider Approval of Resolution 2017-06, a Resolution Approving a Loan Agreement Between the City of Lonsdale and Lonsdale Hardware & Rental

Erickson said the EDA solicited applications for an Equipment Grant program approved in 2016. He said three applications were received and only Lonsdale Hardware & Rental, Inc. decided to move forward with the EDA's recommendation of a \$7,500.00 deferred loan/grant and \$30,250.00 with an interest rate of 0% for a term of five years. Mayor Rud said based on their application, they intend to hire two new employees. He asked if the EDA discussed the application. Furrer replied yes. A motion as made by Pelava and seconded by Furrer to approve Resolution 2017-06. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

c. Presentation of the Bid Tabulation for the Area No. 5 – Phase 3 Street and Utility Improvement Project

City Engineer John Powell said the bid open for the project was held earlier in the day and seven bids were received with twenty prime contractors requesting plans. He said staff is not recommending award of the contract tonight because the assessment hearing will be held prior to awarding it. Kodada asked how long the bids are good for. Powell said sixty days. Mayor Rud asked with low bids, can we add another project to the contract. Powell said no but based on the aggressiveness of the low bid submitted, hopefully the contractor bids on the Pondview Dr. SE project as well. The Council and staff reviewed several of the bid line items. No action was taken on this item.

d. Consider Approval of Resolution 2017-07, a Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment for the Area No. 5 – Phase 3 Street and Utility Improvement Project

Erickson said that the next step after receiving bids is to schedule the assessment hearing relating to the project. He said based on the engineers estimate, the City will pay \$902,908.73 and \$669,219.27 will be assessed against benefitting properties; the total project cost is \$1,572,128.00; assessments will have an interest rate of 5.3% for a term of fifteen years; the City Administrator and City Engineer are to calculate the assessment roll and have a copy available for public inspection; and the City Administrator shall notify the City Council when the assessment roll is completed. Erickson recommended approval of Resolution 2017-07. A motion was made by Kodada and seconded by Pelava to approve Resolution 2017-07. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

e. Consider Approval of Resolution 2017-08, a Resolution Scheduling the Public Hearing on Proposed Assessments for the Area No. 5 – Phase 3 Street and Utility Improvement Project

Erickson said with the adoption of Resolution 2017-07, he was to notify the City Council when the assessment roll was complete. He said the assessment roll is complete because it was done with Phase I of the Area No. 5 project. Erickson said by approving Resolution 2017-08, the City Council is: scheduling the public hearing, requiring staff to publish and mail notice of the hearing; allowing property owners to pay the assessment in full within 30 days with no interest and that if property owners do pay the assessment off early but after November 15th, interest shall be calculated through December 31st of the following year. He said this is because the City will have already adopted its preliminary budget and accounted for interest paid through the following year. Erickson recommended approval of Resolution 2017-08. A motion was made by Daleiden and seconded by Furrer to approve Resolution 2017-08. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

f. Consider Approval of Adam Jirak's Letter of Resignation as Public Works Employee

Erickson said Jirak submitted his letter of resignation because he accepted a position with the City of New Prague in their wastewater department. He said Jirak began working for the City in May of 2016 and recommended accepting his letter of resignation. A motion was made by Kodada and seconded by Daleiden to accept Adam Jirak's letter of resignation. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

g. Consider Approval of Resolution 2017-09, a Resolution Approving the Preliminary and Final Plats for the Lonsdale Business Park Second Addition

Erickson said with the City selling a 3.25 acre parcel on the east side of Outlot E of the Lonsdale Business Park, the preliminary and final plats need to be approved. He said the Planning Commission held the public hearing and no written or verbal comments were received and both were reviewed and recommended for approval. Mayor Rud said with the sale of the lot and construction of a building in the Spring, access is needed. A motion was made by Kodada and seconded by Pelava to approve Resolution 2017-09.

Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. Kodada asked if the City is paving a parking area at the archery range. Erickson said not as of now. Powell said based on the plans for the Pondview Dr. SE project, an access and driveway to the right of way are proposed.

h. Consider Approval of Ordinance 2017-273, an Ordinance Approving the S-6 Supplement to the Lonsdale City Code

Erickson said the ordinance is necessary because the City recently codified ordinances approved since 2012 into the Code. He said the Planning Commission held the public hearing and no written or verbal comments were received. A motion was made by Kodada and seconded by Furrer to approve Ordinance 2017-273. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Review and Discuss the Proposed Off-Street Parking Regulations

Erickson said this process begin with a joint meeting of the City Council and Planning Commission on September 22, 2016. He said since then, staff and the Planning Commission have been reviewed the proposed ordinance to make it realistic. Erickson reviewed the proposed ordinance. Mayor Rud asked if parking pads would be allowed and how complaints would be handled. Erickson said yes parking pads are proposed to be allowed and complaints will be dealt with by the Police Department. Furrer asked if utility trailers would be allowed to be out of compliance for loading/unloading for more than 48 hours. Erickson said yes. Mayor Rud asked if any other items were brought up at the Planning Commission meetings. Pelava said no and a permit would be considered by the City for lots that have specific hardships for compliance with the proposed ordinance. Mayor Rud asked if the proposal was realistic and used common sense. Pelava say yes and residents would come to the meetings upset and after listening to the proposal, felt it was acceptable. Mayor Rud asked if time was allocated for public comments. Pelava said yes, lots of time was allocated to public comment. Mayor Rud asked about on-street parking issues. Erickson said that was not part of the proposal and as of now, you can park on the street for up to 48 hours.

j. Consider Approval of a Quote in the Amount of \$24,643.00 Submitted by Jeff Belzer for a 2017 F-150 and Authorize staff to Advertise for Sale by Sealed Bids the 1995 F-25

Vlasak said funds were budgeted for a new truck during the 2017 budget process and recommended approval of the quote submitted by Jeff Belzer. Kodada asked if new tool boxes would be purchase and if a $\frac{3}{4}$ ton truck was needed. Vlasak replied that new tool boxes would be purchased and that a $\frac{3}{4}$ truck was not needed because Public Works already has one. Pelava asked if the City still had the 1985 Chevy. Vlasak said yes. A motion was made by Kodada and seconded by Pelava to approve the quote in the amount of \$24,643.00 subitted by Jeff Belzer for a 2017 F-150 and to authorize staff to advertise for sale the 1995 F-250. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

a. Department Reports

Vlasak said the compost brush pile is being ground up and he was looking for approval to burn the remaining material. He said that Public Works continues to plow and sand the streets when needed and he met on the Well No. 1 project and will be meeting with the Rice County Highway Department on February 8th.

Erickson stated he attended the Rice County Administrator's meeting, is working on updating the EDA RLF policy and application and continuing weekly meetings with the Liquor Store Manager to start of 2017 strong.

b. Council Reports

Council Member Daleiden

Daleiden stated that the liquor store is working on starting off 2017.

Council Member Kodada

Kodada said at their last meeting, the Park Board discussed new ice rink options and Officer positions remained the same as 2016.

Council Member Furrer

Furrer said that the Library Board met last week and discussed the Summer Reading Program. She said the EDA also met last week and conducted a Business Retention & Expansion visit at MinDAK.

Council Member Pelava

Pelava said the Planning Commission met last week and items that were discussed at the meeting, were approved earlier in the evening.

Mayor Rud

Rud said he would like to recognize recent Board members at the first meeting in February. He said the Hiawathaland Transit ribbon cutting is being held January 30th; the Annual Chamber Dinner is being held January 31st and the Sweet Heart Breakfast is being held on February 12th.

12. ADJOURNMENT

A motion was made by Daleiden and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 3-0. Motion carried. The meeting ended at 8:04 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator