

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
JANUARY 30, 2014**

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: Daleiden, Kodada, Rud, Furrer, and Pelava

Members Absent: None

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

4. APPROVAL OF AGENDA

Mayor Rud asked if there were any corrections, additions, or deletions to the agenda. Erickson asked if Resolution 2014-07 could be added to the agenda.

A motion was made by Kodada and seconded by Furrer to approve the agenda along with the noted additional agenda item. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

5. APPROVAL OF MINUTES

A motion was made by Pelava and seconded by Furrer to approve the Minutes from the December 23, 2013 Regular Meeting, the January 2, 2014 Special Meeting, the January 6, 2014 Special Meeting and the January 9, 2014 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

Bruce Simon, 215 Alabama Street SE, stated that he has been waiting for five years for the CIP Area No. 5 Reconstruction Project to commence, and he said the he's concerned that the project won't happen. He said that the roads are in tough shape and that the old water lines in that area contribute to flooding problems when there's a break. He asked the Council to make the project a priority and get it done. He stated that all the City's resources should go towards this project.

Steve Jakobitz, 218 3rd Avenue SW, said that he agrees with everything that Mr. Simon just stated, and he said that he is also concerned that the project isn't going to get done. He said that it is time something gets done, and he told a couple stories about accidents that have occurred due to the rough streets.

Jakobitz also commended the Public Works Department for doing a good job with snow removal so far this winter season.

Rud explained that the City Council did not forget about the Area No. 5 Project. He said that the project was delayed because the City was awarded a \$1.5 million grant from DEED for the Lonsdale Business Park Project. He said that the City is currently in the process of sending out RFPs to different engineering firms to design and oversee the project. He said that the City does have a preliminary project timeline set up which shows the project potentially starting during the Fall of 2014. He noted that the entire project may be divided into two phases because of its large scope and significant cost. He said that previous reconstruction projects have come in around \$1.2 million, whereas the Area No. 5 Project may come in around \$5 million. He said that the City usually pays for half of the project cost, which is a very large number for the City to account for. Rud thanked the residents for their patience, and he said that the City will try to start construction this Fall if possible.

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

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

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Consider Approval of Pay Request No. 2 in the Amount of \$201,941.40 to Heselton Construction, LLC for the Lonsdale Business Park Project – Josh Pope, Project Engineer
Project Engineer Josh Pope from I & S Group provided the Council with a brief update on the Lonsdale Business Park Project. He said that back on December 4th, Heselton had to stop construction for the winter due to the frost in the ground. He said that MNDOT did approve the proposed turn lane configuration; however, he said that MNDOT is requiring some additional quantities, which may require a future change order. He mentioned that a pre-construction meeting will be held in late-February or March. Pope said that the proposed pay request accounts for about 20% of the project.

A motion was made by Kodada and seconded by Furrer to approve Pay Request No. 2 in the amount of \$201,941.40 to Heselton Construction, LLC for the Lonsdale Business Park Project. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of an Agreement for Medical Direction and EMS Education Between the City of Lonsdale and Northfield Hospital and Clinics – Joel Erickson, City Administrator

Erickson explained that the City previously had a contract with Northfield Hospitals and Clinics for medical direction and EMS education services for Fire Department employees that expired in 2013. He stated that the City did not pay for these services because the Northfield Area Ambulance Association (NAAA) agreed to pay for them. He said that with the disbandment of the NAAA, renewal of this agreement was on hold until disbandment was complete and Northfield Hospital determined its costs to provide the service. Erickson summarized the proposed contract. He said that the City used to pay around \$3,600 for association dues to the NAAA compared to a \$1,500 annually contract fee proposed by Northfield Hospitals for their services.

A motion was made by Pelava and seconded by Furrer to approve an agreement for medical direction and EMS education between the City of Lonsdale and Northfield Hospital and Clinics. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of Resolution 2014-06, a Resolution Regarding the Administration of the Minnesota Wetland Conservation Act – Joel Erickson, City Administrator

Erickson stated that the City/WSB has been administering and enforcing the regulations of the Wetland Conservation Act (WCA) since 2002. He said that the City/WSB recently met with the Board of Water & Soil Resources (BWSR) to review how the City administers WCA. He said that BWSR suggested that the City create a WCA resolution giving the decision-making authority to staff for applications so decisions can be made within the requirements of MN Statute §15.99. He said that BWSR also suggested that City staff attend WCA administrative training. The Council reviewed the proposed resolution which detailed when the City would make a determination on wetlands and when BWSR would get involved.

A motion was made by Daleiden and seconded by Furrer to approve Resolution 2014-06, a resolution regarding the administration of the Minnesota Wetland Conservation Act (WCA). Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Presentation of the 2013 Community Development Report - Ben Baker, City Planner
Baker provided the Council with a detailed 24-page Community Development report which included summaries, charts, and maps based on related statistics and outcomes from 2013. The report provided fees collected, building permit statistics, vacant lot information, home sale data, and comparisons to other area cities. Baker stated that he plans to use the recently compiled data to help entice potential contractors to consider constructing multiple new homes within Lonsdale in 2014. Rud suggested that the City should host a builders forum to encourage development in town.
- e. Consider Approval of a Request for Proposals (RFP) for Engineering and Inspection Services for the City's Water Tower Reconditioning Plans, Specifications and Inspection – Russ Vlasak, Public Works Director
Vlasak said that in 2011, Dixon Engineering recommended making repairs to the City's elevated water tank immediately. He explained that since that time, the City has been budgeting money to make the necessary repairs, and that the repairs should be completed this year. Vlasak stated that the repairs will include spot blasting and tool work followed by touch up and overcoat painting. He said that a complete sandblast was not needed. The Council reviewed the proposed request for proposal (RFP).

A motion was made by Kodada and seconded by Pelava to approve a request for proposals (RFP) for engineering and inspection services for the City's water tower reconditioning plans, specifications and inspection. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider approval of Resolution 2014-07, a Resolution to Contract with a Councilmember – Joel Erickson, City Administrator
Erickson stated that Rud Construction conducted emergency water main break and road repairs at the intersection of Grand Avenue SW and Idaho Street SW after being contacted by the Public Works Department. He said that the repair cost totaled \$2,695. Erickson recommended approving the standard resolution for contracting with a councilmember.

A motion was made by Daleiden and seconded by Kodada to approve the agenda along with the noted additional agenda item. Vote for: Daleiden, Kodada, Furrer and Pelava. Vote against: None. Abstained: Rud. Vote: 4-0-1. Motion carried.

11. OTHER BUSINESS

- a. Department Reports
- Baker stated that the Tri Lakes Sportsman Club recently notified the City, stating that they will be donating \$3,000 towards the new Archery Range Project.

b. Council Reports

Council Member Daleiden

Daleiden stated that Lonsdale Liquor made a net profit of \$40,771 after funding depreciation of \$29,639 and transfers of \$68,400 to the Sewer Fund and \$20,000 to the Parks Fund. He noted that customer counts are a little down but patrons are spending more money.

Daleiden explained to the Council and audience about the Live Wire Films promotional video project that the EDA just launched.

Council Member Kodada

Kodada listed the names of the local volunteers that will make up the Veterans Memorial Task Force and help with the Safe-Routes-to-School planning initiative.

Council Member Furrer

Furrer said that the EDA had their annual prize drawings from the 2013 Lonsdale First Program. She said that that a follow-up survey was sent out to all the participating businesses to get feedback on the program.

Furrer said that the Library added some new shelving. She also mentioned that the Library recently hosted a movie night.

Council Member Pelava

Pelava said that the Planning Commission is currently reviewing an on-street parking ordinance.

Mayor Rud

Rud stated that the City should probably schedule a neighborhood meeting in 4-6 weeks for the Area No. 5 Project once an engineering firm is onboard.

12. ADJOURNMENT

A motion was made by Daleiden and seconded by Kodada to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 8:17 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator