

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
OCTOBER 10, 2019**

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, Cindy Furrer, Scott Pelava

Members Absent: None

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

4. APPROVAL OF AGENDA

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

A motion was made by Furrer and seconded by Cherney to approve the agenda as presented. Vote for: Cherney, 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 corrections, additions or deletions to the Minutes.

A motion was made by Kodada and seconded by Pelava to approve the Minutes from the September 26, 2019 Regular Meeting. Vote for: Cherney, 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

None

9. OLD BUSINESS

None

10. NEW BUSINESS

a. 2nd Ave SW Area Street and Utility Improvement Project Neighborhood Meeting

Presentation – John Powell, City Engineer

Rud welcomed all the residents from the 2nd Avenue SW neighborhood to a public informational meeting regarding the proposed 2020 Street Project. He introduced the City Staff members in attendance, including City Engineer Powell. Powell went through a 24-slide presentation which was projected on the front white board. The presentation detailed: the purpose of the meeting, project history, proposed improvements, alleys, project maps, project costs/financing, assessments, and proposed timeline. The Council opened up the floor for questions on the project. Rud said that all questions are welcome, and he assured the residents that the City wants to be accommodating during the construction process.

Kathy Kahler, 315 2nd Avenue SW asked about: 1) assessment prices for larger parcels and corner/double-frontage lots, 2) the Colorado Street alignment jog, 3) lateral service stubs for her previously 3-lot parcel, and 4) existing plantings in/near the right-of-way. Powell provided answers to all of her questions. Kahler said that her unused driveway approach can be removed and curbed.

Powell explained that the City will need to remove some trees/shrubs within the right-of-way for the project, but he noted that a small variety of replacement trees will be available for residents to choose from. He also said that any existing walkways will be replaced with like materials. Kodada said that no new sidewalks are being proposed.

Jolee Vinge, 336 2nd Ave SW, stated that she is holding off on construction of a front yard parking pad until next year in order to coordinate the timing with the proposed Street Project. She noted that she has those materials at her property right now. Vinge also expressed concern over the steepness/narrowness of the alley in the rear of her property.

Powell explained that the alleyways will be paved with an inverted grade to help direct storm water away from the adjacent properties. He said that in some alley locations shoulders could be widened to make safer conditions.

Two residents from the Eagle Creek Villas, including Diane Martinson, asked how the 10-unit building will be assessed. Staff explained that medium density residential is charged approximately \$218/ft. or about \$5,400/unit.

A question about parking and access came up from one of the residents, and Powell said that a 2-or-more day notice is typically given to let residents know when access/parking will be restricted. He said that the City and WSB will have on-going communication with the residents throughout the project and weekly newsletters are written to provide project updates.

Tom Babin, 401 Main Street S., reminded Staff and the Council about the catch basins that are needed at the intersection of 2nd Ave SW and Delaware St. SW. He also asked about the different concrete colors. Powell provided details on the proposed stormwater water work that is being proposed in that area, and he explained that concrete poured at different times will cure/color at different rates.

The resident at 127 Colorado asked if it was a good time to reconstruct the remainder of their driveway. Powell explained that the City can only provide the contact information for the project contractor, and then residents can work with the contractor to complete any private driveway work.

Dave Picha, of the 120 2nd Avenue SW Picha Trust, asked if he could see the televising tape of the lateral line running to the property. Powell explained that new curb stops are included with the project scope.

Rud announced that a public hearing will be held on Monday, October 28th, which will include a similar presentation as the neighborhood meeting. Powell reminded everyone that the City is interested in collecting as many comments prior to the design phase as possible, so that issues/concerns can be resolved once the project is completed.

b. Consider Approval of Resolution 2019-29, a Resolution Approving a MN DNR Outdoor Rec Grant Agreement – Ben Baker, City Planner

Baker asked the Council to consider approval of a grant contract agreement for the Trcka Park Project with the State of Minnesota. He said that the City of Lonsdale was 1-of-7 maximum grant awardees. The Council reviewed the proposed contract and attached project site plan. He stated that the Park Board reviewed and recommended approval of the agreement at their October 8th meeting. Cherney asked about a sunset date. Erickson said that the grant sun sets no later than December 31, 2021. Kodada said that Baker has been very successful at obtaining grant funding, and he said that the City appreciates his efforts. Rud said that between the efforts of Baker and Erickson, the City has been granted almost \$3,000,000. The Council thanked Staff for doing such a great job.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2019-29, a resolution approving a MN DNR Outdoor Rec Grant Agreement. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval to Advertise for Sale a Forfeited 2004 Ford F150 on GovDeals.com – Jason Schmitz, Chief of Police

Schmitz recommended advertising a forfeited 2004 Ford F150 on GovDeals.com. He explained why the vehicle was seized by the Lonsdale Police Department. Furrer asked if there were any other vehicles currently for sale. Schmitz said no.

A motion was made by Furrer and seconded by Kodada to advertise for sale a forfeited 2004 Ford F150 on GovDeals.com. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval of Resolution 2019-30, a Resolution Entering Into a Prosecution Services Agreement Between the City of Lonsdale and Rice County – Joel Erickson, City Administrator

Erickson asked the Council to consider renewing the one-year agreement between the City and Rice County for prosecution services. Schmitz and Erickson said that the County's level of service has been acceptable. Erickson said that the City will pay \$1,100/month for the service. The Council reviewed the proposed agreement. Cherney suggested looking into a longer-term contract to help with budgeting. Erickson explained that the County has tended to prefer a one-year agreement.

A motion was made by Kodada and seconded by Cherney to approve Resolution 2019-30, a Resolution entering into a Prosecution Services Agreement between the City of Lonsdale and Rice County. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval to Schedule a Public Hearing for Special Assessments for Delinquent Accounts on November 14, 2019 at 7:00 pm or Shortly Thereafter – Joel Erickson, City Administrator

Erickson asked the Council to consider scheduling a public hearing for special assessments for delinquent accounts on November 14, 2019. He said that the City conducts an annual public hearing in November for any unpaid water bills, fire calls, and abatement of tall weeds/grass nuisances. Erickson noted that the charges will be considerably less this year.

A motion was made by Pelava and seconded by Furrer to schedule a Public Hearing for special assessments for delinquent accounts on November 14, 2019 at 7:00 pm or shortly thereafter. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

f. Consider Approval to Accept Chris Chandler's Letter of Resignation as Building/Code Enforcement Official – Joel Erickson, City Administrator

The Council reviewed and approved Chris Chandler's Letter of Resignation effective October 17, 2019. The letter stated that Erickson was the best supervisor that Chandler has ever had the privilege to work for. Erickson said that Chandler indicated that he would be willing to assist during the transition process. Kodada mentioned that he was okay with an earlier termination date, if needed. The Council wished Chandler well with his future employment.

A motion was made by Pelava and seconded by Furrer to accept Chris Chandler's Letter of Resignation as Building/Code Enforcement Official. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

g. Consider Approval to Authorize Staff to Advertise the Position of Building/Code Enforcement Official – Joel Erickson, City Administrator

Erickson asked the Council to consider approval to advertise for the vacant Building/Code Enforcement Official position. The Council reviewed the proposed job advertisement and associated hiring timeline, which showed an approximate start date of January 1st. The Council discussed competitive wages, willingness to conduct code enforcement, and making the job duties clear. Erickson stated that the Building Official has the unique opportunity to build up a newer position/department, and he said that the expectations have been and will be made clear.

A motion was made by Cherney and seconded by Pelava to authorize Staff to advertise the position of Building/Code Enforcement Official. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

h. Consider Approval of an Independent Contractor Agreement for Building Inspection Services Between the City of Lonsdale and Municipal Inspection, Inc. – Joel Erickson, City Administrator

Erickson said that with the resignation of Chandler, the City needs to hire a Building Official in the meantime until a new full time employee has started. He said that Staff contacted Gary Staber, of Municipal Inspections, to gauge interest in the temporary position. Erickson said that Staber was interested in helping Lonsdale out. Erickson went through the proposed per inspection compensation rates proposed by Staber, and the Council reviewed the proposed contract agreement.

A motion was made by Pelava and seconded by Kodada to approve an Independent Contractor Agreement for Building Inspection Services between the City of Lonsdale and Municipal Inspection, Inc. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Consider Approval to Accept Char Trcka's Letter of Resignation as Cleaner – Joel Erickson, City Administrator

The Council reviewed Char Trcka's Letter of Resignation as cleaner at the Library and Police Department. Erickson said that Trcka has cleaned for the City for the past 19 years. He said that Staff at City Hall, the Police Department, and the Lonsdale Library will meeting to discuss plans for moving forward.

A motion was made by Kodada and seconded by Pelava to accept Char Trcka's Letter of Resignation as Cleaner. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

a. City Staff Reports

Public Works Director

Vlasak said that they fired up Well No. 4, and they are waiting for the results of the bacteria test sample. He said that the Public Works Department finished blacktop patching work. Vlasak said that they are installing new metal roofs on the Dog Park shelter, Lions Park pavilion, and the DRS building. Vlasak noted that they will be flushing hydrants in two weeks, and they try not to damage in yards in the process by using a hose.

City Engineer

Powell provided updates on the ongoing projects, and he said that he has been preparing for the 2020 Street Project. He said that Holtmeier Construction has been in town working on punch list items.

City Administrator

None

City Planner

Baker stated that the Park Board will be serving as the main task force group for the Trcka Park Grant Project over the next year. He said that the Board will reach out to the local youth hockey/soccer associations and others for input and support.

b. City Council Reports

Council Member Cherney

Cherney said that he reached out to the League of Minnesota Cities for budget process information and to the Northfield John Deere dealership to get plugged in on tractor options. In regard to Lonsdale Liquor, he said that Lonsdale seems to be a beer drinking town.

Council Member Kodada

Kodada provided a report on Lonsdale Liquor. He said that customer counts are very similar to last year and profits are up. Kodada plugged the upcoming tasting events at the store. Kodada provided a recap of the October Park Board Meeting, including agenda items such as the Czech Heritage Trail Feasibility Study, Trcka Park Project, and the Veterans Memorial Park. He said that the Board will be working on both a short-term and long-term expansion solution for the site.

Council Member Furrer

Furrer provided an update on the Library Board and EDA.

Council Member Pelava

Pelava said that the EDA has a new name for the BR&E Initiative suggested by the U-of-M Extension Office called "Connecting Businesses and Community". Pelava said that volunteers are still needed for the initiative.

Mayor Rud

Mayor Rud said that the EDA deserves recognition for their effort in checking in with the local businesses. He also gave a shot out to the organizers of the Lonsdale Crawl, which takes a lot of work to put on.

12. ADJOURNMENT

A motion was made by Kodada and seconded by Pelava to adjourn the meeting. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 8:25 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator