

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
OCTOBER 13, 2016**

**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,  
City Engineer Kevin Kawlewski, Police Chief Jason Schmitz

**4. APPROVAL OF AGENDA**

Mayor Rud asked if there were any additions, deletions or corrections to the agenda. Erickson asked if "Lonsdale Crawl Update" could be added.

A motion was made by Furrer and seconded by Pelava to approve the agenda with the noted addition. 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 Kodada and seconded by Furrer to approve the Minutes from the August 29, 2016 Special Meeting, the September 12, 2016 Special Meeting and the September 29, 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**

None

## 9. OLD BUSINESS

None

## 10. NEW BUSINESS

- a. Area No. 5 – Phase 3 Street and Utility Improvement Project Informational Presentation – Kevin Kawlewski, City Engineer

Kawlewski went through a 21-slide presentation detailing proposed work to be done with the 2017 Area No. 5 – Phase III Construction Project. Kawlewski's presentation including information on the project history, phasing, location, proposed improvements, street/storm sewer details, waterman details, sanitary sewer details, project costs, financing, proposed assessments, timeline, and contact information. He asked if anyone from the project neighborhood had any questions/comments. Adeline Smisek, 133 1<sup>st</sup> Avenue SE, relayed concerns about stormwater drainage that flows onto her property. She said that she has paid for past reconstruction projects but the stormwater drainage issue was never resolved. Kawlewski thanked Smisek for the insight, and he assured her that they would design the project to solve the drainage issue. Rud asked if anyone else wanted to speak on the issue. No one responded to the invitation. He announced that the official Public Hearing for the improvement project was scheduled for October 27, 2016.

- b. Consider Approval of Application for Payment No. 4 in the Amount of \$203,141.17 to Chard Tiling & Excavating for the Area No. 5 – Phase II Street and Utility Improvement Project – Kevin Kawlewski, City Engineer

The Council reviewed a payment application for the Area No. 5 – Phase II Project. Kawlewski said the payment application represents work that was completed in September. He stated that the contractor elected to construct the side wedges to help prevent snow plow damage and disputes in the spring. Kawlewski said that there are a few minor punch list items that will need to be addressed, but other than that, he said that the project looks good. The Council asked if the project was on budget. Kawlewski said that except for a few unaccounted for unground debris piles that needed to be removed, the project is mostly on budget.

A motion was made by Daleiden and seconded by Kodada to approve Payment No. 4 in the amount of \$203,141.17 to Chard Tiling & Excavating for the Area No. 5 – Phase II Street and Utility Improvement Project. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of Resolution 2016-54, a Resolution Entering Into a Joint Snow Removal Agreement Between the City of Lonsdale and the Minnesota Department of Transportation – Joel Erickson, City Administrator

Erickson stated that this is an annual resolution that the City Council adopts for snow removal along Hwy 19 in the Downtown area. He explained that the City plows, hauls, and disposes of the accumulated snow between 1<sup>st</sup> Avenue East and 2<sup>nd</sup> Avenue West, and in turn gets reimbursed from MNDOT.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2016-54, a Resolution entering into a Joint Snow Removal Agreement between the City of Lonsdale and the Minnesota Department of Transportation. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval to Reschedule the November 24, 2016 City Council Meeting to Monday, November 28, 2016 at 7:00 pm – Joel Erickson, City Administrator

Erickson asked the Council to reschedule the November 24, 2016 meeting due to the Thanksgiving Holiday.

A motion was made by Kodada and seconded by Furrer to reschedule the November 24, 2016 City Council Meeting to Monday, November 28, 2016 at 7:00 pm. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval to Schedule a Public Hearing on Thursday, November 10, 2016 at 7:00 pm or Shortly Thereafter to Consider Adopting Assessments for Delinquent Accounts – Joel Erickson, City Administrator

Erickson asked the Council to consider scheduling a Public Hearing for November 10<sup>th</sup> in regard to the assessment of delinquent accounts pertaining to 1) water/sewer accounts, 2) abatement of nuisances, and 3) fire calls.

A motion was made by Pelava and seconded by Furrer to schedule a Public Hearing on Thursday, November 10, 2016 at 7:00 pm or shortly thereafter to consider adopting assessments for delinquent accounts. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of Resolution 2016-55, a Resolution to Contract With a Councilmember – Joel Erickson, City Administrator

Erickson explained that the Public Works Department recently purchased tractor tire tubes from Lonsdale Auto Works because they were the only business in town that stocks that specific part. He said that every time that the City does business with a Council Member, a resolution and conflict of interest affidavit are required.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2016-55, a resolution to contract with a Councilmember. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: Pelava. Vote: 4-0-1. Motion carried.

- g. Consider Approval of a Minnesota Lawful Gambling LG240B Application to Conduct Excluded Bingo Submitted by the Lonsdale American Legion Auxiliary Unit 586 – Joel Erickson, City Administrator

Erickson said that the American Legion Auxiliary submitted a gambling application to allow for a bingo night on November 11<sup>th</sup>. He said that it is an annual request by the Auxiliary for their Turkey Bingo event. Erickson said that there have not been any issues with the event in the past.

A motion was made by Daleiden and seconded by Pelava to approve a Minnesota Lawful Gambling LG240B Application to conduct excluded bingo submitted by the Lonsdale American Legion Auxiliary Unit 586. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- h. Consider Approval of a Quote in the Amount of \$18,838.70 Submitted by Caron Fence for Dog Park Fencing – Ben Baker, City Planner

Baker stated that on July 28<sup>th</sup>, over \$5,000 was donated to the City for the construction of a new Dog Park. He reviewed the proposed site plan with the Council members. He said that 13 trees, required for the Lonsdale Mini-Storage Expansion Project, will be planted around the site. Baker stated that Pet Perfect Grooming will be donating a pet waste station to the project. Baker presented three fencing quotes/proposals from: 1) Caron Fence, 2) Century Fence, and 3) Dakota Unlimited, and the Council agreed to go with the low bid from Caron Fence. Kodada stated that the Park Board recommend approval of the low bid quote from Caron Fence at their October meeting, and he said that a new dog park will be another good asset for the community. Rud said that the project has been a terrific community effort.

A motion was made by Kodada and seconded by Furrer to approve a quote in the amount of \$18,838.70 submitted by Caron Fence for Dog Park Fencing. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- i. Consider Approval to Enter into a Grant Agreement With Ag Star in the Amount of \$3,000 for Turnout Gear – Dave Pfluke Assistant Fire Chief

Assistant Fire Chief Dave Pfluke stated that the Fire Department was recently awarded a \$3,000 grant for turnout gear for the new firefighters. The Council reviewed the proposed grant agreement. The Council thanked Ag Star and the Fire Department.

A motion was made by Kodada and seconded by Pelava to enter into a grant agreement with Ag Star in the amount of \$3,000 for turnout gear. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- j. Consider Approval to Make a Conditional Job Offer to John Thielen as Part Time Police Officer at \$17.90 / hr. – Jason Schmitz, Chief of Police  
Police Chief Schmitz asked the Council to consider promoting Reserve Officer John Thielen to a Part-Time Officer. Schmitz said that Thielen has volunteered approximately 250-350 hours a year riding with officers during patrol, helping out with community events, and assisting at crime scenes. He said that Thielen recently completed his criminal justice and law enforcement degree. Schmitz said that having a third part-time officer would be very helpful when trying to get shifts covered and avoid paying overtime.

A motion was made by Daleiden and seconded by Pelava to approve making a conditional job offer to John Thielen as Part Time Police Officer at \$17.90 / hr. Vote for: Daleiden, Kodada, Rud, and Pelava. Vote against: None. Abstained: Furrer. Vote: 4-0-1. Motion carried.

- k. Update on the Lonsdale Crawl Event  
Devin Reyes, Lonsdale Crawl Organizer, provided an overview of the itinerary for the 2016 Lonsdale Crawl Event. She noted that 18 storefronts will be involved along with many new volunteers that are helping out this year. Rud thanked Reyes and the Crawl volunteers for really doing a good job promoting a good cause and benefiting the community. The Council thanked Reyes.

## 11. OTHER BUSINESS

- a. Department Reports  
Erickson provided the Council with a list of items that he has been working on, including elections, creating policies, improvement projects, drainage issues, and meeting with the new DEED Shovel Ready program representative. Rud thanked Erickson for coming up with a drainage solution for the flood-prone area north of Hwy 19, one block west of the Feed Mill.

Baker provided an update on a Three Rivers Park District meeting and Rice County GIS training that he recently attended.

- b. Council Reports  
*Council Member Daleiden*  
Daleiden said that Lonsdale Liquor's August profits look good, but that September was not as profitable. He said that there has also been minimal confusion with the recent transfer over to the new point of sale software.

*Council Member Kodada*

Kodada provided a recap of the October 11<sup>th</sup> Parks & Recreation Commission meeting. He said that the Board reviewed the 2017 Budget, dog park fencing options, and discussed geese deterrent solutions.

*Council Member Furrer*

Furrer stated that the Library Board and EDA will be meeting next week.

*Council Member Pelava*

Pelava provided an update on new home statistics. He said that there will be a Comprehensive Plan Open House at 6:00 pm and a Public Hearing at 7:00 pm on October 20<sup>th</sup> at the Public Library.

*Mayor Rud*

Rud suggested that City Hall look at fixing or replacing the Council Chambers sound system. He said that he recently received a complement from a new resident regarding the friendly and informative customer service he received from the Staff at City Hall. He announced that TCU will be holding a School Board Candidate Forum on October 24<sup>th</sup>.

**12. ADJOURNMENT**

A motion was made by Kodada and seconded by Pelava 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 8:07 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator