

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
OCTOBER 8, 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, Cindy Furrer, and Scott Pelava

Members Absent: None

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

4. APPROVAL OF AGENDA

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

A motion was made by Kodada 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 Pelava and seconded by Furrer to approve the Minutes from the September 10, 2020 Regular Meeting, the September 14, 2020 Special Meeting, and the September 24, 2020 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. Consider Approval of Resolution 2020-45, a Resolution Proclaiming October 15, 2020 in the City of Lonsdale as National Pregnancy and Infant Loss Awareness Day
Jennifer Hanson, a Board Member of Infants Remembered in Silence, Inc. (IRIS), said that their non-profit organization serves people in the local seven county area, who have experienced the death of a child during pregnancy through early-childhood. Rud thanked Hanson for attending the meeting, and he read through Resolution 2020-45 in its entirety, proclaiming October 15th as Pregnancy and Infant Loss Remembrance Day.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2020-45, a Resolution Proclaiming October 15, 2020 in the City of Lonsdale as National Pregnancy and Infant Loss Awareness Day. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of Resolution 2020-46, a Resolution Denying an Application/Request for an Ordinance Amendment Submitted by Duane Fredrickson, Fredrickson Outdoor Advertising, LLC

Baker stated that Duane Fredrickson, of Fredrickson Outdoor Advertising LLC, had met with City Staff and the Planning Commission in regard to an idea for a 10' x 30' billboard and associated text amendment. Baker explained that billboards and signs over 250 sq. ft. are not currently allowed in town. Baker said that the Planning Commission did hold a public hearing and made a text amendment approval recommendation, but he noted that the Commission did not have any guidance from the City Attorney. Baker stated that at their September 14th Special Budget Meeting, the Council briefly discussed the topic of billboards, including a potential billboard located on City owned land along TH 19, during discussion on the EDA's goals and revenue sources. He said that the Council relayed a few concerns and questions to City Staff regarding content, visual impact, and ownership. Baker referenced a memo from the City Attorney which addressed the Council's concerns and questions. He said that the City Attorney recommended that the City first complete a comprehensive sign ordinance update, prior to approving any specific text amendments, such as billboards. Baker recommended that the Council make a decision in regard to the submitted application by Fredrickson, by either: 1) approving the requested text amendment, or 2) denying the application and initiate a more thorough sign ordinance update.

Fredrickson, along with Dana, a representative from Daktronics, provided comments and answered questions from the podium. Fredrickson said that there is great opportunity to catch travelers along TH 19 and help local merchants by erecting a billboard. Fredrickson said that he can control the billboard's content so that larger competitors and adult entertainment ads are not allowed. Dana provided a background on Daktronics and the capabilities of a digital sign, including Amber Alerts, weather alerts, and community notifications. She said that the sign's brightness can be automatically programmed through a sensor, so the sign can be seen during the daytime hours and isn't too bright at night.

Cherney asked Fredrickson if other similar sized cities were putting up similar digital billboards. Dana noted examples in Owatonna and Grand Rapids. Fredrickson said that digital billboards can flip ever 6-8 seconds and are about \$500/mo. to rent. He said that the City could use the digital billboard to promote amenities, such as the new Trcka Park. Cherney asked if Fredrickson would be interested doing a trial run. Fredrickson said that due to the initial construction expense, that a trial is not feasible, but he did say his vast experience in the industry helps him target potential locations.

Rud wondered if the application process moved too quickly, and he explained that the City should do its due diligence, consult with the City Attorney, and go through the proper in-depth process. Baker said that the Resolution does direct Staff to reimburse any application fees. Rud stated that the City wasn't saying yes or no to the billboard concept at this time, just a decision on the text amendment application.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2020-46, a Resolution denying an application/request for an ordinance amendment submitted by Duane Fredrickson, Fredrickson Outdoor Advertising, LLC. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

c. Consider Approval of Requests for the Lonsdale Crawl: Year Nine

Devin Reyes, of the Lonsdale Crawl Crew, promoted the upcoming 9th year of the Lonsdale Crawl, a local service organization that believes in supporting the community, promoting local businesses, and an underlying desire to support those who are/have fought cancer. She said that this year's events will be held both virtually through October and in person on Saturday, October 17th. She asked the Council to consider approving: 1) closure of portions of Railway Street NW and 2nd Avenue NW for the 5K, 2) Police Department presence to assist with the 5K, and 3) Fire Department presence to assist with the start/end of the 5K. The Council reviewed the proposed requests and associated road closure map. Rud stated that the Lonsdale Crawl is a great program with a good cause.

A motion was made by Pelava and seconded by Furrer to approve requests for the Lonsdale Crawl. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

d. 2021 Street and Utility Improvement Project Neighborhood Meeting Presentation

Rud welcomed the audience members to the 2021 Street Project Neighborhood Meeting, and he introduced City Engineer John Powell. Powell went through a 23-slide presentation, consisting of the project's purpose, history, pavement ratings, recent projects, proposed improvements, cost/financing, assessments/amortization schedules, and proposed timelines. Erickson emphasized the process and timeline to pay off an assessment without having to pay for interest. Erickson said that payments in full must be received prior to March 27, 2021, to avoid paying interest. He also noted that the first year's payment reflects 22 months of interest. After the presentation, Rud invited the audience to relay any questions, comments, or concerns.

Bonnie Simon, 333 3rd Ave SW, relayed her displeasure with being charged interest when paying off an assessment early for a recent street project. She said that she was waiting for an invoice to come, and she said that an amount due notice would be very helpful. Erickson explained that payments can be made at City Hall until they are sent off to Rice County. She also asked about tree removal in the boulevard areas and locating sprinkler systems. Powell explained that potential trees will be marked this fall, so that residents are aware of which trees will be removed and replaced. He said that residents should let Staff know about any underground sprinkler systems. Simon asked if property owners along Co Rd 4 will be assessed for that project as well. Powell said that the Co Rd 4 Project is a Rice County Highway Department Project, and that the County doesn't typically assess for its projects.

Linda Peterson, 510 4th Ave SW asked about access for FedEx and Amazon packages and said she may pursue a potential plumbing project. Powell explained how the contractor will be responsible for maintaining access throughout the project. Powell also explained the water curb stop location, and he recommended coordinating with a plumber for any private service plumbing work.

Michael Moran, 502 4th Ave SW, asked about how selling his home in the near future would affect the outstanding assessment. Erickson said that assessments are negotiated between the buyer and seller. Moran brought up a settlement and drainage issue within the project area. Powell said that the City does try to look at backyard drainage issues closely. Erickson said that a solution was already included in the plans.

Rud asked if there were any further comments or questions. No further comments or questions were provided. Powell encouraged residents to fill out a comment card. Rud said that a similar public improvement hearing presentation will be held on October 29th.

- e. Consider Approval of Application for Payment No. 5 in the Amount of \$107,326.25 to A-1 Excavating, Inc. for the 2nd Ave SW Area Street and Utility Improvement Project
Powell provided an update on the 2nd Avenue SW Street Project, and he asked the Council to consider approval of Pay Voucher No. 5 for work completed through September 30, 2020, including bituminous base payment. He explained that WSB engineers have evaluated the bituminous mix, and they believe that the pavement should perform the same as the specified mix. He said that Crane Creek has agreed to credit the City for \$5,000 for their mistake in not delivering the specified mix.

A motion was made by Kodada and seconded by Pelava to approve Application for Payment No. 5 in the amount of \$107,326.25 to A-1 Excavating, Inc. for the 2nd Ave SW Area Street and Utility Improvement Project. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

f. Update and Presentation on the Lonsdale Public Safety Facility and Future Master Planning Project

Melissa Stein, of Wold Architects & Engineers, went through a 12-slide presentation, which provided the Council with the latest update on the new Police Department Project. She reviewed the guiding principles, latest site plan, building plan, exterior concepts, project budget, and project schedule. The site plan showed the new Police Department building in line with the other buildings along Commerce Drive. Stein said that building is designed as an attractive pre-cast structure with thin brick. She said that material costs are currently high, but the project budget was reduced down to \$2.2 million through a valued engineering process. Pelava explained that the overall function of the building was not cut. Schmitz commented on the collection of minds, including police officers, that provided input on the functional design of the building. Cherney asked if Loeffler's part in the estimating will provide them with an unfair advantage in bidding the project. Stein and the other Council members explained to Cherney how the public sealed bidding process works. Cherney stated that he was in favor of walking paths and the City Complex idea. He asked Stein if the planning committee designed a fancy Cadillac-like facility. Stein said that the building will be a very nice addition that will fit in well with the other buildings in that area. Furrer wondered what was cut through the valued engineering process. Stein went through a list, including the ceiling angled windows, exterior wall material, storm shelter, 2 garage stalls, mechanical system, sprinkler system, and subcontractor gross profit margins. Furrer said that she likes staying on budget, but she is also in favor of building for the future. Schmitz said that he is in favor of the current design, noting that the garage space will be adequate for the next 15-plus years. Rud stated his support for staying on budget. He encouraged the planning task group to stay on target, and he thanked them for doing a great job. Stein said that she will be back in a month to present the final plans/specifications to the Council. The Council thanked Stein for the project update.

g. Consider Approval to Accept the Letter of Resignation of Part Time Police Officer Todd Hanson and Authorize Staff to Advertise for Two (2) Part Time Police Officers at \$24.15/hr. – Jason Schmitz, Chief of Police

Schmitz asked the Council to consider approving Officer Todd Hanson's Letter of Resignation. He said that Hanson was a good officer who worked well with the other officers, staff, and the community. He said that he enjoyed working and having Hanson part of the department. He said that Hanson was helpful in helping filling shifts on short notice. Schmitz wished Hanson the best of luck as the new Police Chief in Dundas.

A motion was made by Pelava and seconded by Furrer to accept the Letter of Resignation of Part Time Police Officer Todd Hanson. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

Schmitz asked that Council for authorization to advertise for two part-time police officers.

A motion was made by Kodada and seconded by Cherney to authorize Staff to advertise for Two (2) Part Time Police Officers at \$24.15/hr.. Vote for: Cherney, 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 \$14,937.50 Submitted by Buscho Enterprises for Hauling and Applying of Bio-Solids – Russ Vlasak, Public Works Director

Vlasak said that the City has used Buscho Enterprises for bio-solids hauling since the City first starting hauling. He recommended approving a quote in the amount of \$14,937.50 submitted by Bushco Enterprises. He noted that the City hauls bio-solids both in the spring and fall each year.

A motion was made by Furrer and seconded by Pelava to approve a quote in the amount of \$14,937.50 submitted by Buscho Enterprises for hauling and applying of bio-solids. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Consider Approval to Make a Conditional Job Offer to Stephanie Kendall 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 interviewed Stephanie Kendall on October 6, 2020. He said that Kendall interviewed well, has relevant experience, is punctual, focused, and polite. He said that the liquor store Staff and the Liquor Store Committee recommended hiring two clerks at this time. The Council reviewed Kendall's resume and employment application.

A motion was made by Kodada and seconded by Furrer to approve a Conditional Job Offer to Stephanie Kendall as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$12.14/hr.). Vote for: Cherney, 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 Rebekah Milks 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 interviewed Rebekah Milks on October 6, 2020. He said that Milks interviewed well, has relevant experience, people skills, and is knowledgeable about products sold at the store. The Council reviewed Milks' application materials.

A motion was made by Pelava and seconded by Cherney to approve a Conditional Job Offer to Rebekah Milks as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$12.14/hr.). 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 Work Director

Vlasak said that Public Works has been busy getting Trcka Park completed and ready for the grand opening event, held earlier in the evening. He said that they will be winterizing all of the parks and putting new woodchips in at Trendera Memorial Park.

City Engineer

None.

City Administrator

Erickson said that he has been working on the 2021 Street Project, Police Department Project, and EDA items.

City Planner

Baker thanked the City Council, Park Board members, Public Works Department, John Powell/WSB, and Tim & Debbie Rud for their help in completing the Trcka Park Project.

b. City Council / Department Reports

Council Member Cherney

None.

Council Member Kodada

Kodada thanked the Park Board, WSB, and Public Works Department for their work on the Trcka Park Project.

Council Member Furrer

Furrer stated that Lonsdale Liquor has done \$1.7 million in sales and had a very strong 2020. She thanked Manager Lynette Moe.

Council Member Pelava

Pelava said that he has upcoming EDA and Police Department Planning meetings. He stated that Rebecca Meger will be Boy Scout Troop 327's very first female to earn Eagle Scout status.

Mayor Rud

Rud said that the community should be very proud of the remarkable new Trcka Park. Rud said that the new facility is the envy of the area. He thanked Baker for obtaining the DNR Grant, the City Council, Erickson, Powell, and Public Works for doing a great job with the finishing grading work. Rud also thanked Andrea Nelson, of the Montgomery Messenger, for her excellent article on Lonsdale recently being named as Minnesota's safest community.

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 9:08 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator