

**MINUTES
CITY OF LONSDALE
SPECIAL CITY COUNCIL MEETING
NOVEMBER 14, 2017**

1. CALL TO ORDER

Mayor Rud called a special meeting of the Lonsdale City Council to order at 5:30 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

4. APPROVAL OF AGENDA

Mayor Rud said there were three items on the agenda and asked if there were any additions, deletions or corrections to the agenda.

A motion was made by Pelava and seconded by Furrer 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

None

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 2017-48, a Resolution Declaring General Election Results (Canvass Election)

Erickson said with the City's General Election being held on November 7th, the City Council is required to meet as the Canvassing Board between the third and tenth days after the election to canvass the election results. He said once the results are canvassed, candidates have seven days to dispute the results and if no candidate disputes the results, he will provide the winning candidates their certificate of election. The City Council reviewed the results of the election based on the abstract provided by Rice County. Erickson said by approving Resolution 2017-48, the City Council is certifying the results of the election and authorizing the Canvassing Board to sign the "Abstract of Votes Cast in the Precincts of the City of Lonsdale". The City Council congratulated the winning candidates. A motion was made by Furrer and seconded by Kodada to approve Resolution 2017-48. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

b. Consider Approval to Enter Into a Three Year Engagement With Schlenner Wenner & Co. to Complete the City's 2017, 2018 and 2019 Year End Audit

Erickson said the City solicited proposals from auditing firms for completion of the City's 2017, 2018 and 2019 year end audits. He said four firms submitted proposals and staff interviewed the firms the week of November 6th. Erickson said three of the four firms have experience performing city audits and recommended that Schlenner Wenner & Co. be selected. He said the City Treasurer contacted several references and all said they do a good job and have even stepped in short term to fill city staffing vacancies. Erickson said based on those references, the fee they are paying is higher than what is proposed and they are billed for items outside the scope of the year-end audit. Furrer asked if the term is three years. Erickson said the proposal is for three years but each year is treated separately with an annual engagement letter. A motion was made by Kodada and seconded by Pelava to approve the proposal submitted by Schlenner Wenner & Co. to complete the City's 2017, 2018 and 2019 year-end audits. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

c. Consider Approval to Make a Conditional Job Offer to Thomas Larrick as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$10.58/hr.)

Erickson said staff received approval to advertise for a part time liquor store clerk at the September 28, 2017 meeting. He said since then, one new employee has been hired and another employee has quit. He said to fill the vacancy, another round of interviews were held earlier in the week and the Liquor Store Committee recommended making a conditional job offer to Thomas "Chris" Larrick at Step 1 / Grade 1 (\$10.58/hr.). A motion was made by Daleiden and seconded by Pelava to make a conditional job offer to Thomas "Chris" Larrick as part time liquor store clerk at Grade 1 / Step 1 (\$10.58/hr.). Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

- a. Staff Reports
None

12. ADJOURNMENT

A motion was made by Kodada and seconded by Daleiden 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 5:52 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator