

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
NOVEMBER 25, 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, Public Works Director Russ Vlasak, 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 Furrer and seconded by Pelava 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 Cherney and seconded by Kodada to approve the Minutes from the November 14, 2019 Special Meeting and the November 14, 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**

Mayor Rud asked if anyone wanted any items on the Consent Agenda pulled for discussion.

A motion was made by Kodada and seconded by Pelava to approve the Consent Agenda as follows:

- a. Monthly Bills
- b. Treasurer’s Report
- c. Board and Commission Minutes

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

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

- a. Consider Approval of Ordinance 2019-299, an Ordinance Extending the Corporate Limits of the City to Include Certain Land Owned by Chaska Investments

Baker stated that Michael Benson, applicant, and Garry Tupy, developer, submitted an annexation petition for 20-acres located north of Lonsdale along the 6500 block of Halstad Avenue/CR 96. He stated that proper notice was provided to the township and neighboring properties for a public hearing held on November 18, 2019. Baker provided a brief recap of the comments made at that meeting. He said that the new zoning of the property would be Rural Residential, then potentially PUD in the future. Baker said that the proposed annexation satisfied the criteria for annexation by ordinance. He said that over the last 50 years, Lonsdale has approved 33 similar annexations by ordinance. Baker explained that the proposed Crusader Ridge development would be similar to the Singing Hills development with acreage lots and larger/higher-valued homes, and he described the unique qualities of the proposed development. Baker explained the need for this type of development and the positive impact that it will have on the community. Cherney said that due diligence has been done and he sees the development as a positive moving forward. Baker and Cherney said that the Planning Commission recommended approval of the annexation petition.

A motion was made by Cherney and seconded by Pelava to approve Ordinance 2019-299, an ordinance extending the Corporate Limits of the City to include certain land owned by Chaska Investments. Vote for: Cherney, Kodada, Furrer, and Pelava. Vote against: None. Abstained: Rud. Vote: 4-0-1. Motion carried.

- b. Consider Approval of the following Organizations as Waste Management Green Teams in 2020: 1<sup>st</sup> Quarter – Lonsdale Scout BSA Girls Troop 327, 2<sup>nd</sup> Quarter – TCU Dollars for Scholars, 3<sup>rd</sup> Quarter – New Prague Trojan Softball Booster Club and 4<sup>th</sup> Quarter  
Baker said that the Park Board reviewed and recommended approval of four new Green Teams for 2020 at their meeting on November 12<sup>th</sup>. The Council reviewed the applications on file. Kodada stated that it is good to see new clubs applying for the program.

A motion was made by Kodada and seconded by Furrer to approve the following organizations as Waste Management Green Teams in 2020: 1<sup>st</sup> Quarter – Lonsdale Scout BSA Girls Troop 327, 2<sup>nd</sup> Quarter – TCU Dollars for Scholars, 3<sup>rd</sup> Quarter – New Prague Trojan Softball Booster Club and 4<sup>th</sup> Quarter – TCU German Club. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of a Quote in the Amount of \$12,091.00 Submitted by Guardian Fleet Safety for New Squad Equipment and Installation

Schmitz explained that with the Police Department's two year rotation for squad car replacement, that squad equipment will need to be installed as well. He said that some items such as the radio, gunlock, computer, and docking station will transfer, but some items, such as the cage, light bar, and siren/light control switch will need to be new. He recommended approving a quote from Guardian Fleet Safety due to their low labor cost and satisfaction with the previous install.

A motion was made by Kodada and seconded by Cherney to approve a quote in the amount of \$12,091.00 submitted by Guardian Fleet Safety for new squad equipment and installation. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval of Quotes Totaling \$7,565.00 for the Purchase of a Police Squad Radar and In-Squad Camera System

Schmitz asked the Council to consider approving the purchase of a new Watch Guard in-car camera system and Stalker radar for the new squad car using forfeiture funds.

Schmitz explained how forfeiture funds can be used, and he expressed concerns with the outdated in-car camera and radar systems.

A motion was made by Furrer and seconded by Pelava to approve quotes totaling \$7,565.00 for the purchase of a Police Squad Radar and In-Squad Camera System. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval to Authorize Staff to Advertise for Bid a 2002 Ford Windstar on GovDeals.com

Schmitz asked the Council for authorization to advertise a 2002 Ford Windstar on GovDeals.com. He said that the vehicle was forfeited.

A motion was made by Kodada and seconded by Furrer to authorize Staff to advertise for bid a 2002 Ford Windstar on GovDeals.com. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval to Authorize Staff to Solicit Bids for a Kohler 150 Generator on GovDeals.com

Vlasak recommended advertising a Kohler 150 portable generator, from Lift Station # 1, for sale on GovDeals.com for around \$18,000. The Council suggested setting a reserve amount and not waste time checking on bids.

A motion was made by Kodada and seconded by Cherney to authorize Staff to solicit bids for a Kohler 150 Generator on GovDeals.com. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Discussion and Public Comment on the City's Proposed Final 2020 Budget and Property Tax Levy

Erickson said that the City held seven meetings on the 2020 Budget and Property Tax Levy, all of which were open to the public. He explained that the City is required to have a specific agenda item that allows for "discussion and public comment on the City's proposed final budget and property tax levy". Erickson went through the key points of the budget and property tax levy/impact. The Council reviewed the final budget, historical data spreadsheet, tax change map, and associated pie charts.

Rud asked if anyone off the floor wanted to comment on the budget and tax levy. No one responded to the invitation.

- h. Consider Approval of Resolution 2019-36, a Resolution Setting the Fiscal Year 2020 Final City Budget and Final Property Tax Levy

Erickson said that no comments were received during the previous agenda item. He recommended approving Resolution 2019-36, which included the attached 2020 Budget and a breakdown of the total levy, including General/Enterprise Funds, and Debt Service.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2019-36, a resolution setting the Fiscal Year 2020 Final City Budget and Final Property Tax Levy. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

Rud thanked Erickson, City Staff, Department Heads, and the Council for their excellent work on the 2020 Budget.

- i. Consider Approval of Resolution 2019-37, a Resolution Designating 116 Alabama St. SE (IC Church Civic Center) as the Polling Place for the 2020 Primaries and General Election Held in Lonsdale

Erickson explained that with the upcoming 2020 elections next year, the City Hall Council Chambers will be too small to handle the expected amount of voters. He recommended designating the IC Church Civic Center as the polling place for the 2020 presidential primary, general primary, and general election. He said that the gym will have 5-times the amount of room compared to the Council Chambers. Erickson said that the American Legion building was also explored, but due to inclusion of a bar, the location was not ideal. He said that a location needs to be designated 90 days prior to the scheduled March primary.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2019-37, a resolution designating 116 Alabama St. SE (IC Church Civic Center) as the Polling Place for the 2020 Primaries and General Election held in Lonsdale. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- j. Consider Approval of Resolution 2019-38, a Resolution Transferring \$18,171.80 from the 101-42100 (Police Fund) to 103 (Police Forfeiture Fund)

Erickson explained that over the years, when the City receives funds from forfeitures through the Police Department, those funds have been deposited into the Police Fund. He stated that for easier/better tracking, Staff is proposing that those funds be put into a separate Forfeiture Fund. Erickson said that the fund will provide a clear picture of revenues and expenses related to forfeitures. Kodada noted that similar transfers have been done many time in the past.

A motion was made by Kodada and seconded by Cherney to approve Resolution 2019-38, a resolution transferring \$18,171.80 from the 101-42100 (Police Fund) to 103 (Police Forfeiture Fund). Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- k. Consider Approval to Schedule a Special Meeting to Interview Building/Code Enforcement Official

Erickson asked the Council to schedule a date/time to interview the finalists for the Building/Code Enforcement Official position. He said that 4 of the 11 applicants will be interviewed on December 2<sup>nd</sup>. The Council agreed to meet on December 9<sup>th</sup> at 5:30 pm for the interviews.

A motion was made by Cherney and seconded by Furrer to: 1) schedule a Special Meeting to interview Building/Code Enforcement Officials on December 9, 2019 at 5:30 pm; and 2) reschedule/move the December 12, 2019 meeting to December 9, 2019 at 7:00 pm. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

1. Consider Approval of City Council Meeting Dates in January, February and March 2020  
Erickson asked the Council to consider meeting twice in January, once in February, and once in March during the typically slower first quarter. He noted that the first meeting in January is when the swearing in of recently elected officials would take place.

A motion was made by Kodada and seconded by Pelava to approve City Council meeting dates in January, February, and March as follows: January 2<sup>nd</sup>, January 30<sup>th</sup>, February 27<sup>th</sup>, March 26<sup>th</sup>. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- m. Consider Approval of Application for Payment No. 9 in the Amount of \$24,198.63 to S.M. Hentges & Sons, Inc. for the Lift Station No. 1 Decommissioning  
Erickson noted that City Engineer Powell was absent due to another meeting. He recommended payment in the amount \$24,198.63 to S.M. Hentges & Sons for the Lift Station No. 1 Project. He said that retainage has been reduced to 1% and that only minor punch list work remains.

A motion was made by Kodada and seconded by Pelava to approve Payment No. 9 in the amount of \$24,198.63 to S.M. Hentges & Sons, Inc. for the Lift Station No. 1 Decommissioning. 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 the Public Works Department is preparing for the upcoming snow storms.

### *City Engineer*

N/A

### *City Administrator*

Erickson notified the Council that trees associated with the 2<sup>nd</sup> Avenue SW Project will be getting marked soon. He said that he attended the Liquor Store Committee meeting and is scheduling interviews and creating questions for the Building Code position. He announced that Advisory Board applications are due on December 10<sup>th</sup>.

Rud thanked Erickson for doing a great job with the 2020 Budget.

### *City Planner*

Baker stated that he recently attended a Rice County SHIP meeting and Rice County GIS User Group meeting.

b. City Council Reports

*Council Member Cherney*

Cherney provided a recap of the last Planning Commission meeting.

*Council Member Kodada*

None

*Council Member Furrer*

Furrer said that the 10 year old walls at the library may be getting fresh paint next year.

*Council Member Pelava*

Pelava stated that the EDA is working on the BR&E program.

*Mayor Rud*

Mayor Rud announced the upcoming community service at Trondhjem Lutheran Church, where the three local churches come together to hold a service. He wished everyone a Happy Thanksgiving.

**12. ADJOURNMENT**

A motion was made by Pelava and seconded by Furrer 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 8:02 pm.

Respectfully Submitted:

---

Joel A. Erickson, City Administrator