

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
DECEMBER 14, 2017**

1. CALL TO ORDER

Mayor Rud called a meeting of the Lonsdale City Council to order at 7:01 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, City Engineer John Powell, Public Works Director Russ Vlasak, Police Chief Jason Schmitz and Police Officers Luke Morris and Todd Hanson

4. APPROVAL OF AGENDA

Mayor Rud asked if there were any corrections, additions or deletions to the agenda. Erickson said he was requesting that consideration of a MN Lawful Gambling LG220 Application for Exempt Permit submitted by the Knights of Columbus Council 16225 be added to the agenda.

A motion was made by Pelava and seconded by Furrer to approve the agenda with the requested 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 corrections, additions, or deletions to the Minutes.

A motion was made by Daleiden and seconded by Kodada to approve the Minutes from the November 27, 2017 Special Meeting and the November 30, 2017 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

- a. Consider Approval of Conditional Use Permit CUP 2017-01 (Revision 1) for 618 Industrial Dr. SE

Erickson said this request has been reviewed by the Planning Commission and the City Council at the last meeting. He said a decision was tabled at the last meeting due to the applicant not submitting the required drainage and utility easement for Heath Creek. Erickson said the request has not changed and the applicant is in agreement with the proposed conditions and recommended approval of Conditional Use Permit CUP 2017-01 (Revision 1) for 618 Industrial Dr. SE. A motion was made by Daleiden and seconded by Pelava to approve Conditional Use Permit CUP 2017-01 (Revision 1) for 618 Industrial Dr. SE. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

10. NEW BUSINESS

- a. Discussion and Public Comment on the Proposed Final 2018 City Budget and Property Tax Levy

Erickson said the City is required to allow discussion and public comment on the City's proposed 2018 budget and property tax levy. He said there have been ten meetings on the proposed budget and property tax levy between April and November, which were broken down into short term needs, long term needs and capital improvement projects. Erickson reviewed each Department's and Fund's proposed revenues and expenditures. He said the City's tax rate will be reduced from 70.861 to 58.240. The City Council reviewed the "Heat" map provided by Rice County, which shows how each taxing jurisdiction affects each parcel proposed 2018 taxes. Mayor Rud thanked everyone for their hard work on the budget and reducing the property tax levy by 10.13% when other cities are increasing theirs. Mayor Rud asked if there was anyone that wanted to discuss or provide comments on the proposed budget and property tax levy. There were none.

- b. Consider Approval of Resolution 2017-49, a Resolution Setting the Fiscal Year 2018 Final City Budget and Property Tax Levy

A motion was made by Kodada and seconded by Furrer to approve Resolution 2017-49. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of a Request for Proposals for Architectural Services for the City Hall Expansion Project

Erickson said through the budget process funds have been allocated for an expansion to City Hall in the amount of \$350,000. He said the additional space is needed for staff, storage and a larger Council Chambers for meetings and elections. Erickson said proposals are due January 5, 2018 and are to include: a description of the proposed team/duties, methods to be used for the project to accomplish the City's goals, the proposed schedule, services to be provided and any possible deducts for items that can be accomplished by staff. Mayor Rud said the project should be done right and it is good to

plan for the future. Kodada said the expansion project is needed. A motion was made by Kodada and seconded by Pelava to approve the Request for Proposals for architectural services for the City Hall expansion project. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

d. Introduction of Full Time Police Officer Luke Morris and Part Time Police Officer Todd Hanson

Chief of Police Jason Schmitz provided background information on recently hired Officers Luke Morris and Todd Hanson and introduced them to the City Council. The City Council welcomed each Officer to the City.

e. Consider Approval of a Quote in the Amount of \$25,595.00 Submitted by SEMA Equipment, Inc. for the Purchase of a John Deere 1575 TerrainCut Mower and Attachments

Vlasak said staff obtained two quotes for the purchase of a new mower and attachments. He said the quote provided by SEMA Equipment, Inc. the amount of \$25,595.00 is the low bid and he reviewed the mower and attachments. Kodada asked if the John Deere was better than the Kubota. Vlasak replied yes. Furrer said the trade in value is what makes the John Deere less expensive. Pelava asked if the attachments are specific to the mower. Vlasak said yes. A motion was made by Furrer and seconded by Pelava to approve the quote submitted by SEMA Equipment, Inc. in the amount of \$25,595.00. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

f. Consider Approval of Application for Payment No. 6 in the Amount of \$24,410.25 to E.H. Renner & Sons, Inc. for the Well No. 5 Project

Powell reviewed the proposed pay request and said the pay request is for drilling and blasting of the well. He said the project is on schedule and has been constructed in accordance with the plans and specification and the required 5% retainage has been withheld. Mayor Rud asked if the project is on budget. Powell replied yes. A motion was made by Kodada and seconded by Furrer to approve Application for Payment No. 6 in the amount of \$24,410.25 to E.H. Renner & Sons. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

g. Consider Approval of a MN Lawful Gambling LG220 Application for Exempt Permit submitted by the Knights of Columbus Council 16225

Erickson said earlier in the week, the Knights of Columbus Council 16225 submitted and requested approval of a MN Lawful Gambling LG 220 Application for Exempt Permit to conduct a raffle on March 2, 2018. He said it is required the City approve the permit before it is submitted to the State and he was not aware of any reasons not to approve the request. A motion was made by Furrer and seconded by Kodada to approve the requested MN Lawful Gambling LG 220 Application for Exempt Permit to conduct a raffle on March 2, 2018. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

a. Staff Reports

Public Works Director

Vlasak said he has been working on obtaining proposals for sealing of Well No. 2 and said the City Council needs to determine if the well house will be removed or not. He said the overall project cost will be cheaper if the well house is removed but there will be additional cost to run/reconfigure power to the site. Vlasak said staff is getting equipment ready for plowing and flooding the ice rink.

City Engineer

Powell said staff met with business/property owners in the business district earlier in the week to discuss the 2018 street and utility project. He said overall, the meetings went well. Mayor Rud said it was good that the trees proposed for removal were marked to make residents aware of that fact. He said people do like the tree canopy and that trees should be replanted. Mayor Rud said the Lions have been notified of the tree removals and well project at Lions Park and staff is willing to attend an upcoming Lions meeting. Powell said replacement trees will be included in the bid sheet. Mayor Rud said it sounds like meetings with the County Engineer are going well as it pertains to the design and cost sharing.

City Administrator

Erickson said the RFP's for architectural services for the City Hall expansion will be sent out tomorrow. He agreed with Powell that the meetings with business owners for next year's street project went well. He reminded the City Council about the employee luncheon on the 19th. Erickson said next week the EDA and Planning Commission will be meeting. He said engineering and legal proposals are due on the 22nd. He said the erosion control measures have been completed for the soccer field project. He said he met with the Library Director about the cost to increase the hours of the Library, he attended the quarterly MN Marketing Partnership meeting earlier in the week and that several Advisory Board applications have been submitted.

City Planner

None

b. Council Reports

Council Member Daleiden

Daleiden said the liquor store will be hold a tasting event on the 16th.

Council Member Kodada

Kodada said the Park Board did not meeting in December.

Council Member Furrer

Furrer said the EDA will be meeting next week and the Library Board met earlier in the week and discussed/approved increasing the hours the Library is open, resulting in the Director becoming full time and additional hours for other staff. She said current funding

will be used to cover the costs in 2018 and funds will be budgeted for the expenses in 2019.

Council Member Pelava

Pelava said the Planning Commission will be meeting next week. He said he was onsite and saw the raw water main associated with the well project being installed.

Mayor Rud

Mayor Rud said the ribbon cutting for the Pet Stop Vet Clinic was nice and a good thing the Chamber does. He thanked the employees for their hard work this year. Mayor Rud said he will be on KCHK on Monday and said if anyone wants anything plugged, to get him the information. He wished everyone a Merry Christmas.

12. ADJOURNMENT

A motion was made by Pelava and seconded by Furrer 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 7:55 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator