

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
DECEMBER 21, 2020  
(ZOOM MEETING # 879 8580 1727)**

**1. CALL TO ORDER**

Mayor Rud called a meeting of the Lonsdale City Council to order at 6:00 p.m. He said the meeting was being held electronically due to the ongoing State of Emergency and health pandemic in accordance with Minnesota State Statute §13D.021.

**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,  
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. Roll Call 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 Pelava to approve the Minutes from the December 10, 2020 Regular Meeting. Roll Call 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**

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

- a. Monthly Bills
- b. Treasurers Report
- c. Board and Commission Minutes
- d. Consider Approval of Ordinance 2020-303, an Ordinance Enacting and Adopting a Supplement (S-10) to the Code of Ordinances for the City of Lonsdale, Minnesota and Declaring an Emergency
- e. Consider Approval to Issue Cigarette Licenses for 2021 to: Mackenthun's Fine Foods, Lonsdale Liquor, Casey's General Store #2398, Dollar General and Jessy Food Mart

Roll Call 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 Resolution 2020-56, a Resolution Approving the Final Plans and Specifications for the Proposed Public Safety Facility

Baker went through a detailed Staff Report which included information on location, property size, owner/applicant, engineer/architect, site/building details, existing conditions, the Willow Creek Heights/Commons development, zoning, comprehensive plan, utilities, and grading. Baker said that the applicant is proposing to develop 1.1 acres of the current 7.89 acre parcel within the Willow Creek Heights/Commons development. He said that the development would host a new 6,300 s.f. Police Department facility. The Council reviewed multiple maps and site plan documents, including a landscaping plan, lighting plan, grading plan, floor plan, and colored building elevations. Baker stated that they were looking at the most up-to-date plans, showing a potential additional 2-stall deep garage. Baker stated that the Planning Commission recommended approval of the site plan at their meeting on December 14, 2020. Cherney asked about the need for a retaining wall and sewer/water extension. Powell stated that the grading plan does not require a retaining wall, and he said that sewer/water will be extended from Commerce Drive to the westernmost extent of the development area to accommodate future development. Melissa Stein, Wold Architects, discussed the bidding procedure and timeline. Cherney asked if it was too late to change to a lease-to-own financing option. John McNamera, of Wold Architects, stated that because of the public bid law, a separate option for lease-to-own is not feasible at this time, he said that a separate proposal would be needed because it would change the way the project is delivered. Pelava gave an overview on all the time, discussion, and meetings that went into the final design of the site and building design. He said the public is trusting City leaders to complete the project. Kodada asked if Staff and the Architect discussed the Planning Commission's concern over the need for a designated changing space for female officers. Stein and Schmitz explained that they were comfortable with the proposed locker room layout as proposed. Rud asked if local contractors will be notified of the project. Stein said that the project will be advertised locally and that Wold will try to directly notify local contractors. Furrer asked about options for awarding the contract to local bidders. McNamara said that public bidding rules require that the lowest responsible bidder, holding a valid bid bond, needs to be awarded the bid. Cherney asked if the \$2.2 million project projection cost is stated on the bid docs. McNamara said that number is not published. Erickson provided a breakdown of entire projected \$2.2 million project, noting that building construction is just a portion of that number. Cherney also asked about how the funding was being secured. Erickson said that the project will be funded by General Obligation/Capital Improvement Bonds along with a minor portion from the Sewer & Water Funds. He said that the bonds have a limit of \$2.5 million, but the final amount won't be decided until the bids are opened. Stein provided an overview of the proposed construction schedule, which would start after weight restrictions are removed in May 2021.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2020-56, a Resolution approving the Final Plans/Site Plan for the Proposed Public Safety Facility. Roll Call Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of the City of Lonsdale’s Revised COVID-19 Preparedness Plan  
The Council reviewed the 2<sup>nd</sup> Revised COVID-19 Preparedness Plan and the associated Staff Report from Erickson. Erickson went through the changes to the plan, noting that the main reason for the revisions was to be consistent with latest quarantine guidelines from the CDC and State of Minnesota. The Council thanked Erickson for his diligence on the updated plan.

A motion was made by Furrer and seconded by Pelava to approve Lonsdale’s Revised COVID-19 Preparedness Plan. Roll Call Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of Application for Payment No. 5 (Final) in the Amount of \$8,895.10 for the “Trcka Park Building – Labor” Project Submitted by KA Witt

The Council reviewed a request for final payment from KA Witt Construction for the labor portion of the Trcka Park Building Project. He explained that the block ridge cap was redone earlier in the day by the subcontractor to within the industry standard. He said that all the other punch list items had been completed.

A motion was made by Kodada and seconded by Cherney to approve Application for Payment No. 5 (Final) in the amount of \$8,895.10 for the “Trcka Park Building – Labor” Project Submitted by KA Witt. Roll Call Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

Erickson stated that the Public Works Department will be working on getting more ice on the rink, and he noted that the warming house is currently closed due to the Governor Walz’s orders.

- d. Consider Approval of Application for Payment No. 5 (Final) in the Amount of \$10,866.45 for the “Trcka Park Building – Material” Project Submitted by KA Witt

Erickson also recommended approval of the material portion of the final payment to KA Witt Construction, which was discussed as part of the previous agenda item.

A motion was made by Pelava and seconded by Furrer to approve Application for Payment No. 5 (Final) in the amount of \$10,866.45 for the “Trcka Park Building – Material” Project Submitted by KA Witt. Roll Call Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval of Resolution 2020-57, a Resolution Approving the 2021 Street and Utility Improvement Project Plans and Specifications and Ordering Advertisement for Bids  
Powell presented the final plans and specs for the 2021 Street and Utility Improvement Project to the City Council for review. Powell described the project area and scope. He said that bids will be opened on January 26<sup>th</sup> and go the January 28<sup>th</sup> City Council meeting for approval. He said that the project cost estimate came in slightly lower at \$1.86 million. Furrer asked if the project will contain full curb/gutter replacement. Powell said yes, and he noted that roadway widths will remain the same. Cherney asked why no alleys are being paved. Powell said that there are currently not any maintained alleys within the project area. However, Powell stated that the 2022 Project will have a few alleys needing to be paved. Kodada asked about the potential development of the 3-R Landmark Building land. Erickson said that the State Historical Society will be reviewing the submitted development project and provide comments within 30 days. The Council agreed with the proposed plans and the project moving forward.

A motion was made by Kodada and seconded by Cherney to approve Resolution 2020-57, a Resolution approving the 2021 Street and Utility Improvement Project Plans and Specifications and Ordering Advertisement for Bids. Roll Call 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*

N/A

*City Engineer*

Powell said that WSB has been working on final plans for the 2021 Street Project.

*City Administrator*

Erickson wished everyone a Merry Christmas and a Happy New Year.

*City Planner*

Baker said that three additional new home permits came in for review. He noted that in January-February 2021, the annual Community Development Report will show that there are a limited number of standard size vacant residential lots available. Rud agreed, and he said that new residential developments will be needed soon.

b. City Council / Department Reports

*Council Member Cherney*

Cherney provided an update on the Library Board. Cherney said it has been a pleasure working with the other Council members as he continues his growing and understanding of the community. Cherney said that he looks forward to serving another year with the Council.

*Council Member Kodada*

Kodada provided an update from the December 14<sup>th</sup> Planning Commission meeting.

*Council Member Furrer*

Furrer provided an update on the December 17<sup>th</sup> EDA meeting. She said that they looked at options for marketing and discussed the BR&E initiative.

*Council Member Pelava*

Pelava said that he recently helped out with conducting interviews for the Part-Time Police Officer vacancy. He noted that there were good candidates to consider.

*Mayor Rud*

Rud stated that good things are happening in Lonsdale, like the new bank under construction, a new business, AES, in the Business Park, and new residential development in the near future. He reminded everyone of the January 4<sup>th</sup> Annual Meeting at 6:00 pm. He wished everyone a Merry Christmas

**12. ADJOURNMENT**

A motion was made by Kodada and seconded by Furrer to adjourn the meeting. Roll Call Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 6:58 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator