

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
DECEMBER 27, 2012**

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: Daleiden, Rud, Furrer, and Pelava

Members Absent: Kodada

City Staff Present: City Administrator Joel Erickson and City Planner Benjamin Baker

4. APPROVAL OF AGENDA

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

A motion was made by Pelava and seconded by Furrer to approve the agenda as presented. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

5. APPROVAL OF MINUTES

A motion was made by Daleiden and seconded by Furrer to approve the Minutes from the November 29, 2012 Regular Meeting, the December 6, 2012 Special Meeting and the December 13, 2012 Regular Meeting. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. 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 Deliden and seconded by Pelava to approve the consent agenda as follows:

a. Monthly Bills

Pelava asked about the property tax payment for the donated Main Street North lot.

- b. Treasurer's Report
- c. Board and Commission Minutes

Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

9. OLD BUSINESS

- a. Consider Approval of Resolution 2012-53, a Resolution Approving the Development Agreement Between the City of Lonsdale and Generation Home Building Center, LLC for the Extension of the Heath Creek Trail Around 601 Central St. E. – Ben Baker, City Planner

Baker explained that the proposed development agreement would essentially connect the City's north-side trail system to the south-side. He said that previous issues with WELCO Hill have been resolved. Baker stated that the proposed boardwalk trail would be Lonsdale's first boardwalk trail. Baker mentioned that the Developer (property owner at 601 Central Street East) already provided a check for the \$3,000 (to cover installation costs) and a \$20,000 escrow (to ensure completion of the project). The Council briefly discussed some of the details associated with the proposed Hwy 19 crossing portion of the proposed Heath Creek Trail extension.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2012-53, a resolution approving the Development Agreement between the City of Lonsdale and Generation Home Building Center, LLC for the extension of the Heath Creek Trail around 601 Central Street East. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

10. NEW BUSINESS

- a. Review of Engineer Services Proposals Submitted Relating to the Construction of a Business Park – Joel Erickson, City Administrator

Erickson presented the Council with proposals from four engineering firms: 1) Stonebrooke, 2) I & S Group, 3) WSB & Associates, and 4) Bolton & Menk. The Council reviewed a comparison spreadsheet showing prices for the different services. Erickson said that the major difference between proposals is construction observation costs. After reviewing the proposals, the Council decided that Stonebrooke's proposal (lowest cost) would not cover the hours needed and Bolton & Menk's proposal was too high (highest cost). Therefore, they decided to interview the middle two proposals (from I & S Group and WSB). Rud stated that the City should estimate around 650 – 750 hours for construction observation over 4 months at a rate of about \$75.00/hr. He said it really comes down to the firm that the City feels the most comfortable with.

A motion was made by Daleiden and seconded by Furrer to schedule a special meeting on January 10, 2013 at 6:00 pm to interview I & S Group and WSB & Associates in regards to their proposals submitted for the Business Park Project. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

b. Consider Approval to Reappoint Dave Dols as Lonsdale Fire Department Company “A” Captain

The Council reviewed a memo from Fire Chief Yetzer. Erickson said that two “Captains” (4-year term) positions were posted in early November (for position terms expiring December 31, 2012) and four applications were submitted. He said that interviews were held and the interview committee unanimously selected Dave Dols as Captain, and they also recommended that Scott Sticha be promoted to Captain.

A motion was made by Daleiden and seconded by Pelava to reappoint Dave Dols as Lonsdale Fire Department Company “A” Captain. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

The Council thanked Paul Jirik for all the years that he has assisted in leading the Lonsdale Fire Department as Captain.

c. Consider Approval to Appoint Scott Sticha as Lonsdale Fire Department Company “D” Captain

[Note: this item was discussed under Agenda Item 10b]

A motion was made by Daleiden and seconded by Pelava to appoint Scott Sticha as Lonsdale Fire Department Company “D” Captain. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

d. Consider Approval to Schedule a Special Meeting for Thursday, January 3, 2013 at 7:00 pm for the City’s Annual Organizational Meeting – Joel Erickson, City Administrator
Erickson stated that each year the City Council schedules a special meeting for the first Thursday of the year as its organizational meeting. He said that a public hearing will be held to review the proposed 2013 Fee Schedule and annual appointments made at the organizational meeting.

A motion was made by Pelava and seconded by Furrer to schedule a special meeting for Thursday, January 3, 2013 at 7:00 pm for the City’s Annual Organizational Meeting. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

e. Consider Approval to Schedule a Public Hearing for Thursday, January, 3, 2013 at 7:00 pm or Shortly Thereafter on Ordinance 2013-255 (2013 Fee Schedule), an Ordinance Amending Ordinance 2012-249 (2012 Fe Schedule) – Joel Erickson, City Administrator
Erickson provided the Council with a list of fees contained within the City’s Fee Schedule for review.

A motion was made by Daleiden and seconded by Furrer to schedule a Public Hearing for Thursday, January, 3, 2013 at 7:00 pm or shortly thereafter on Ordinance 2013-255 (2013 Fee Schedule), an Ordinance amending Ordinance 2012-249 (2012 Fe Schedule). Vote

for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

f. Consider Approval of Resolution 2012-56, a Resolution Approving the Salary and Wage Plan for 2013

The Council reviewed the proposed 2013 Salary & Wage Plan. Erickson stated that during the 2013 Budget process, the City Council allocated funds towards a 3.5% wage (step) increase to City employees. He said that employees are only receiving a step increase and not a cost of living adjustment plus a step increase.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2012-56, a resolution approving the Salary and Wage Plan for 2013. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

g. Consider Approval of Resolution 2012-57, a Resolution to Contract with a Councilmember

Erickson stated that three quotes were received for excavation/repair work to two City stormwater ponds: 1) Rud Construction - \$7,240.00, 2) Badger Excavating - \$8,700.00, and 3) Braith Excavating - \$9,050.00. He said that several concrete pipes were damaged with a heavy rain event during the summer of 2012.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2012-57, a resolution to contract with Councilmember Tim Rud (Rud Construction). Vote for: Daleiden, Furrer and Pelava. Vote against: None. Abstained: Rud. Vote: 3-0-1. Motion carried.

h. Consider Approval of the 2013 Cigarette Licenses for the Following Businesses: Lonsdale Liquor, Jessy's Food Mart, Fred's IGA and Casey's General Store – Joel Erickson, City Administrator

Erickson said that cigarette licenses are valid from January 1st – December 31st of each year. He stated that City Staff is not aware of any violations that would prevent the City from approving the licenses for the following businesses:

- Lonsdale Liquor
- Jessy's Food Mart
- Fred's IGA
- Casey's General Store

A motion was made by Daleiden and seconded by Pelava to approve the 2013 Cigarette Licenses for the following businesses: Lonsdale Liquor, Jessy's Food Mart, Fred's IGA and Casey's General Store with the following stipulation:

- Casey's General Store shall submit an appropriate cigarette licenses application before the end of the year.

Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None.
Vote: 4-0. Motion carried.

i. Consider Approval to Accept Carol Dietz's Letter of Resignation From the Economic Development Authority – Joel Erickson, City Administrator

Erickson stated that Carol Dietz recently submitted a letter of resignation from the Lonsdale EDA due to work obligations. He said that Dietz has served on the EDA since 2003 and there are two years left on her current term. He said that Dietz provided the Board with optimism, that she was a voice of reason, and that she always spoke positively about Lonsdale.

A motion was made by Pelava and seconded by Furrer to accept Carol Dietz's Letter of Resignation from the Economic Development Authority. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

j. Consider Approval of Resolution 2012-58, a Resolution to Contract with a Councilmember

Erickson stated that Five Star Embroidery provided the City with embroidery services in the amount of \$46.00.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2012-58, a resolution to contract with a Councilmember Furrer (Five Star Embroidery LLC). Vote for: Daleiden, Rud, and Pelava. Vote against: None. Abstained: Furrer. Vote: 3-0-1. Motion carried.

11. OTHER BUSINESS

a. Reminder for the January 2, 2013 Special Meeting – Area Cities, School and State Representatives

b. Reminder for the January 3, 2013 Special Meeting – 2013 Organizational Meeting

c. Council / Department Reports

Council Member Daleiden

Daleiden said that the liquor store did see a \$1,500 loss in November. Pelava mentioned that it could relate to an extra payroll within that month.

Council Member Kodada

N/A

Council Member Furrer

Furrer stated that there was not a quorum at the last scheduled EDA meeting.

Council Member Pelava

Pelava recapped the items discussed at the Planning Commission meeting.

Mayor Rud

Rud stated that he recently met with the Tri-City Unity School Superintendent and was informed that three additional classrooms will be constructed at the TCU East Elementary School this Spring. He said that Steele-Waseca may be attending the January 31st Council meeting to discuss the Business Park Project. He thanked all the Advisory Board applicants for applying for the open positions and wanting to be involved in the City. He said that the Lonsdale Area Food Shelf is looking for volunteers. He announced that the annual LACC dinner is coming up in January. He wished everyone a Happy New Year.

12. ADJOURNMENT

A motion was made by Pelava and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Rud, Furrer and Pelava. Against: None Vote 4-0. Motion carried. The meeting ended at 7:55 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator