

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
DECEMBER 9, 2021**

**1. CALL TO ORDER**

Mayor Rud called a meeting of the Lonsdale City Council to order in the Lonsdale City Council Chambers at 7:00 p.m.

**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 Nick Guilliams, Public Works Director Russ Vlasak, Police Chief Jason Schmitz, Fire Chief Dave Pfluke

**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: 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 Kodada and seconded by Pelava to approve the Minutes from the November 8, 2021 Regular Meeting and the November 22, 2021 Regular. Vote for: Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: Cherney. Vote: 4-0-1. 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 Kodada and seconded by Furrer to approve the Consent Agenda as follows:

- a. November Monthly Bills
- b. October Treasurer’s Report
- c. Board and Commission Minutes
- d. Consider Approval to Reschedule the January 6, 2022 Organizational Meeting to Monday, January 3, 2022 at 7:00 pm
- e. Consider Approval to Schedule a Public Hearing on January 3, 2022 at 7:00 pm or Shortly Thereafter for Proposed Ordinance 2022-308 (2022 Fee Schedule), an Ordinance Amending Ordinance 2021-304 (2021 Fee Schedule)
- f. Consider Approval to Cancel the January 13, 2022 Regular Meeting, the February 10, 2022 Regular Meeting and March 10, 2022 Regular Meetings
- g. Consider Approval to Issue Cigarette Licenses for 2022 to: Mackenthun’s Fine Foods, Casey’s General Store #2398, Dollar General Store #16374 and Lonsdale Food & Fuel MarketPlace

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 a Quote Submitted by Heiman Fire Equipment in the Amount of \$8,800.00 for a QXT Thermal Imager

Fire Chief Dave Pfluke presented the Council with quote for a new Bullard QXT Thermal Imaging Camera for \$8,800. Pfluke said that the current imaging camera is 19 years old, and he stated that it was time to upgrade to a new generation camera that is easier to operate, has clearer images, and collects more information. Pfluke answered questions from the Council about the camera’s range, leasing options, and expected life. Each of the Council members took turns looking through the thermal imager.

A motion was made by Cherney and seconded by Kodada to approve a quote submitted by Heiman Fire Equipment in the amount of \$8,800.00 for a QXT Thermal Imager. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of the 2022 West Central Sanitation “Good Neighbor” Recycling Teams  
Baker stated that the City recently received another application for the Good Neighborhood program. He recommended approving the four applications currently on file, including: TCU Cross Country, TCU Swim & Dive Booster Club, Holy Cross, and the Lonsdale Knights of Columbus. Kodada said that the Good Neighbor Program is a great fundraiser for area organizations.

A motion was made by Kodada and seconded by Cherney to approve the 2022 West Central Sanitation “Good Neighbor” Recycling Teams. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Discussion and Public Comment on the City’s Proposed Final 2022 Budget and Property Tax Levy

Erickson noted that the Council held six meetings on the City’s 2022 Budget and Property Tax Levy. Erickson went through and explained the main items from each of the 15 sections of the budget, including: 1) property tax levy, 2) wages/insurance, 3) City Council, 4) Administration, 5) Planning & Zoning, 6) Police, 7) American Rescue Plan, 8) Economic Development Authority, 9) Library, 10) Debt Service, 11) Parks & Recreation, 12) Water, 13) Sewer, 14) Liquor, and 15) Road & Bridge. Erickson said that the tax levy is proposed at \$2,445,000, an increase of \$203,750 or 9%. Along with the Final 2022 Budget, the Council reviewed the following attachments: TNT Presentation, Liquor Store Financial Summary, Property Tax Levy and Impact, Proposed 2022 Tax Change by Parcel, Rice County 2022 TNT Total Rates & Individual Tax Extension Rates. Rud asked if anyone off the floor wanted to comment on the topic. No one responded to the invitation.

- d. Consider Approval of Resolution 2021-64, a Resolution Setting the Fiscal Year 2022 Final City Budget and Final Property Tax Levy

Erickson read through Resolution 2021-64. He explained that the General Fund is set at \$1,863,500 and the Debt Service is at \$581,500, which brings the total levy to \$2,445,000. Kodada stated that it is a no frills budgeted.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2021-64. Vote for: Kodada, Rud, Furrer, and Pelava. Vote against: Cherney. Abstained: None. Vote: 4-1. Motion carried.

- e. Consider Approval of Application for Payment No. 9 in the Amount of \$283,943.60 to Kue Contractors, Inc. for the Police Facility

Melissa Stein, of Wold Architects, provided an update on the Police Department project, including the walls and roof decking. She said that the building portion of the project is tracking to be completed in June, but Stein noted that the remaining exterior work would be completed later in the summer. Stein explained an issue with the brick, and she said that missing brick will be installed on site. She also explained that there was a minor issue with the window cutout dimension that can be resolved with adjustments to the wood blocking. Pelava said that the project is moving along and that there will be a project meeting next Wednesday.

A motion was made by Pelava and seconded by Kodada to approve Application for Payment No. 9 in the amount of \$283,943.60 to Kue Contractors, Inc. for the Police Facility. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of Resolution 2021-65, a Resolution Approving the Salary and Wage Plan for 2022

The Council reviewed the 2022 Salary and Wage Plan, which showed a 3.5% increase, removal of the first two steps, and addition of two steps at the end. Erickson noted the current increases in the consumer price index and social security. Kodada stated that the plan has been discussed at every budget meeting.

A motion was made by Kodada and seconded by Furrer to Resolution 2021-65, a Resolution approving the Salary and Wage Plan for 2022. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval of Mike Cienciwa's Letter of Resignation as Part Time Liquor Store Clerk – Joel Erickson, City Administrator

The Council reviewed Part Time Liquor Store Clerk Mike Cienciwa's Letter of Resignation. Erickson said that Cienciwa was a good worker and valued member of the staff.

A motion was made by Pelava and seconded by Furrer to approve Mike Cienciwa's Letter of Resignation as Part Time Liquor Store Clerk. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- h. Consider Approval to Authorize Staff to Advertise for a Part Time Liquor Store Clerk at Grade 1 / Step 3 (\$14.42/hr.)

Erickson said that with the resignation of Cienciwa, staff is recommending advertising the job opening. Erickson explained that due to the wage currently required to be paid for retail positions, all part time liquor store clerks will be increased to \$14.42/hr. Cherney asked about a contingency plan. Erickson said that the current staff will be filling Cienciwa's hours until a new clerk is hired.

A motion was made by Kodada and seconded by Furrer to authorize Staff to advertise for a Part Time Liquor Store Clerk at Grade 1 / Step 3 (\$14.42/hr.). Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Discuss the Timeline of Final (Wear Course) Paving on Street Reconstruction Projects  
Guilliams asked the Council for direction on whether to place the final layer of pavement during the same construction year or continue to wait through one freeze/thaw cycle. The Council and staff discussed the pros and cons of the final pavement lift timing. They talked about cost savings, warranty period, construction impacts, and settlements. Guilliams suggested that it may be favorable to finish the project in one year and save around \$35,000 by eliminating the need for temporary curb protection wedge. Vlasak stated that past projects have held up well, noting that any settlements haven't come until about the fifth year. Rud stated that it was important to extend the warranty period due to the potential for settlements. He said that from experience in road construction in the area, there are heavy flat clay soils that can produce settlements. Cherney suggested keeping an eye on the project areas for settlements. After further discussion, the Council agreed to keep the 2022 Project consistent with the practice of previous projects. Rud stated that the Council should discuss the issue again during the 2023 Budget process. The Council directed the City Engineer to continue with the same wear course and wedge practice as in previous street reconstruction project.

j. Consider Approval of Resolution 2021-66, a Resolution Approving the 2022 Street and Utility Improvement Project Plans and Specifications and Order Advertisement for Bids  
Guilliams said that the plans and specifications are now substantially complete. He went through project work scope and the list of impacted streets and alleyways. Guilliams stated that the projected project cost has gone up from \$1.73 million to \$1.84 million due to increased cost for oil/bituminous, materials, wages and inflation.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2021-66, a Resolution Approving the 2022 Street and Utility Improvement Project Plans and Specifications and Order Advertisement for Bids. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

k. Consider Approval of Application for Payment No. 3 (Final) in the Amount of \$4,768.70 to Crane Creek Asphalt for the Trcka Park Parking Lot and Walkways Project  
Guilliams asked the Council to consider approval of the final payment to Crane Creek Asphalt for the Trcka Park Parking Lot and Walkways Project. He said that all the work and punch list items have been completed. Guilliams said that the total project cost came in about \$5,000 below the contract amount. The Council agreed that the whole project looks good. Rud said that overall, Trcka Park turned out really nice.

A motion was made by Kodada and seconded by Furrer to approve Application for Payment No. 3 (Final) in the Amount of \$4,768.70 to Crane Creek Asphalt for the Trcka Park Parking Lot and Walkways Project. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

1. Consider Approval of a Quote Submitted by Dodge of Burnsville for a 2022 Dodge Durango Pursuit Vehicle in the Amount of \$34,766.00

Schmitz said that the Police Department is on a two-year squad replacement schedule to purchase a new squad in 2022. Schmitz said that he received two quotes from Dodge of Burnsville - \$34,766 and Harry Brown's - \$42,425. The Council reviewed the Police Department's vehicle fleet. Schmitz said that the new Durango will replace the 2013 Ford Taurus. He said that the vehicle should be delivered in 4-6 months. Cherney asked about the decals, Pelava asked about outfitting the vehicle, and Furrer asked about the vehicle make/model. Schmitz said that he is pleased with the Durango, that the same company will apply the graphics, and he noted that it will cost \$15,000 - \$20,000 to outfit the squad. He said that the Durango will have a new camera and radar detector.

A motion was made by Kodada and seconded by Cherney to approve a quote from Dodge of Burnsville for a 2022 Dodge Durango Pursuit Vehicle in the amount of \$34,766.00. 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*

Vlasak stated that Public Works will start making ice at Trcka Park rink once temperatures are favorable. He said that they are also getting ready for the snow plowing season.

*City Engineer*

None

*City Administrator*

Erickson stated that he has been working with BevComm on implementing a new phone system. He said that the recent land sale in the business park is ready to close.

*City Planner*

Baker stated that the City has now gone over 1,500 permits for the year. He said that he has been working to update the Parks & Recreation web pages.

Rud expressed the importance of communicating the great things that the City has accomplished with residences.

b. City Council / Department Reports

*Council Member Cherney*

Cherney said that the Library Board will be meeting next week.

*Council Member Kodada*

Kodada provided a recap from the last Park Board meeting, including the 2021 Tree City USA application.

*Council Member Furrer*

Furrer said that the EDA and Liquor Store Committee will be meeting next week.

*Council Member Pelava*

Pelava said that Police Department group will be meeting next Wednesday.

*Mayor Rud*

Rud touted Lonsdale's recently held Small Business Saturday event "Frosty Fest" held Downtown, which included carriage rides and the Christmas tree lighting. He thanked Shanna, from the Chamber, and Scott Pelava for helping with the event.

**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 8:22 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator