

**MINUTES
CITY OF LONSDALE
CITY COUNCIL WORK SESSION MEETING
FEBRUARY 24, 2022**

1. CALL TO ORDER

Mayor Rud called a work session of the Lonsdale City Council to order at 6:00 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: David Webb, 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

4. APPROVAL OF AGENDA

Mayor Rud asked if there were any corrections, additions, or deletions to the agenda. Rud asked if the Council should focus on the time sensitive items. Erickson suggested that Items A, B, C, and F should be discussed during the work session.

A motion was made by Kodada and seconded by Furrer to approve the agenda as presented. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

5. APPROVAL OF MINUTES

None

6. PUBLIC HEARINGS

None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

None

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Update on American Rescue Plan Act (ARPA) – Joel Erickson, City Administrator
Erickson asked the City Council for guidance on American Rescue Plan Act (ARPA) funds, including using: 1) the standard amount of revenue loss, or 2) full revenue loss calculation. After relaying what the approximate \$450,000 in funding can/cannot be spent on, Erickson asked the Council for input on what the City should use the ARPA funds on. He provided a list of items/projects to consider. Rud stated that it is one time money that could be used for public facility updates. Erickson estimated that new windows at City Hall may be around \$40,000. The Council discussed the need for maintaining trails. Rud suggested compiling a priority list and incorporating the discussion into the 2023 Budget process. Furrer asked about additional business grants. Rud stated that the money should be used for unique one-time upgrades and items that benefit the entire city. Kodada suggested that they money not be wiped out in one swipe. Erickson said that the 2nd half of the money should arrive this summer. Erickson answered a question from Kodada about the State surplus and LGA formula. Pelava suggested that some of the money be used for the proposed security system around town. Rud said that was a good idea and should be discussed.

No action was taken.

- b. Cleaning/Restoration of the Ditch West of 3rd Ave NW – Joel Erickson, City Administrator
The Council reviewed a map and cost estimate associated with a ditch cleaning project, located west of 3rd Avenue NW. Erickson stated that Staff was contacted regarding standing water and saturated soils in the backyards of properties west of 3rd Avenue NW. Erickson explained that it is unknown who established the original ditch, but the City cleaned it in January 1998. He said that there is no longer an established ditch for drainage since erosion and property owner filling has taken place over the years. Rud questioned if it should even be the City's responsibility since other drainage issues have been turned down in the past. The Council discussed a drain tile solution. Vlasak recommended cleaning the ditch all the way back to the main western ditch. Guilliams explained that the area is very flat and fill would need to be hauled in to make the drainage work. Rud said that the best thing would be for the developer of the Bixby property to create a regional holding pond. Furrer stated that the residents along that stretch are expecting something to be decided by this summer. Rud said that the City should look at the big picture for drainage in that area.

No action was taken.

c. Petition Received to Improve the Alley East of 1st Ave NE – Joel Erickson, City Administrator

Erickson asked the Council for direction regarding an alley improvement petition. He stated that a petition was signed by three properties, or 49% of the abutting frontage, requesting that the alley be paved. Erickson stated the cost estimate for the project is \$44,557.74, which was based on unit prices received for the 2022 Street Project. Erickson explained past assessment practice, noting the cost of \$34,515.94 for the City and remainder for the two abutting commercial properties. Rud suggested that a neighborhood meeting be held, so that property owners have the ability to contest the project.

No action was taken.

d. Discuss Plan for Old Police Facility – Joel Erickson, City Administrator

This item was not discussed.

e. Security of Parks – Jason Schmitz, Chief of Police

The Council reviewed a Staff Report from Police Chief Jason Schmitz regarding city parks camera system. He said that the City Administrator and himself have discussed the need for cameras at the four parks that receive the most use and vandalism or damage. He said that the security system will be incorporated into the new Police Department building for monitoring by the Police Department staff. Schmitz said that the architect will be providing more information on a cloud-based security system. Erickson detailed the camera range of the proposed system. Rud suggested that ARPA grant money could be used to fund the security system. The Council members agreed that the system will both help deter vandalism and catch the wrongdoers. Rud suggested bringing the agenda item back for discussion to a future meeting.

No action was taken.

f. Discuss Potential Parks/Trails Grant Project(s) – Ben Baker, City Planner

While the Council reviewed the Staff Report, Baker asked them to provide direction on whether City Staff should apply for one or two available MNDNR grants: 1) Local Trails Connection Grant (matching grant up to \$250,000), and 2) Outdoor Recreation Grant (matching up to \$300,000). Baker provided a list of potential projects for each grant. Rud suggested that the Park Board prioritize the projects. He explained how Staff has been successful in securing over \$3 million in grant funding over the years. Kodada explained that Lonsdale's park system needs opportunities like these grants in order to fund and implement bigger ticket items. Rud stated that much of the park and trail system over the past 20 years has not been funded through taxes but by generous donations, grants, and development funds. Kodada and Rud expressed their approval for moving ahead and applying for both grants. Furrer and Pelava expressed hesitation in committing the full amount of matching funds required for the grants.

The Council directed Staff to apply for the DNR trail and outdoor recreation grants.

g. Request for Proposals – Joel Erickson, City Administrator
This item was not discussed.

h. Installation of Wear Course Paving in the Same Seasonal as Base Course Paving – Joel Erickson, City Administrator
This item was not discussed.

11. OTHER BUSINESS

12. ADJOURNMENT

A motion was made by Kodada and seconded by Webb to adjourn the meeting. Vote for: Kodada, Webb, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 6:55 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator