

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
MARCH 8, 2018**

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: Steve Cherney, Kevin Kodada, Tim Rud, Cindy Furrer, Scott Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, City Engineer John Powell, Public Works Director Russ Vlasak, Police Chief Jason Schmitz, City Attorney Matt Brokl

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 Cherney 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 to the Minutes.

A motion was made by Kodada and seconded by Furrer to approve the Minutes from the February 22, 2018 Special City Council Meeting. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

6. PUBLIC HEARINGS

a. Special Assessment Hearing for the Area No. 5 / Phase 4 Street and Utility Improvement Project

Rud read the public hearing notice and opened the hearing. City Engineer John Powell presented an 18-page slide presentation, which was projected up on the front white board. Powell's presentation highlighted general location, proposed improvements, project costs, project financing, and details on proposed assessments. The Council reviewed the 4-page proposed assessment roll spreadsheet. Erickson explained the different criteria and procedure required for anyone considering deferring their assessment. Powell explained the project funding percentage breakdown: 1) City of Lonsdale - 55%, 2) Rice County Highway Department - 8%, and 3) Assessed Properties – 36%. Powell, Erickson, and Rud explained the impetus for the project, including aging infrastructure, water main break expenses, trail connection, and downtown beautification. Powell and Erickson explained the agreement that Staff worked out with Rice County to receive approximately \$215,000.00 in funding, which includes a Turn-Back Agreement for Railway Street NW located between TH 19 and Main Street North. Erickson explained the process for objecting to an assessment. He stated that an objection needs to be provided prior to or at this meeting and filed in District Court within 30 days of adoption of the assessment roll. Rud asked if anyone wanted to comment on the proposed project or assessments.

Kevin Sontag, 622 Main Street South, stated that City Staff had told him that the cost of the project was going to be \$3,500, which refers to water main improvements only. He said that he was ready to pay \$4,000 for the project, but not \$11,600. Sontag said that he was caught off-guard by the assessment amount. He provided Erickson with what he call more of a “complaint” letter than an objection his proposed assessment.

Cherney asked Staff about interest and assessment consistency between projects. Erickson explained how interest is calculated and how assessment amounts have remained consistent in the Area No. 5 Project. Rud stated that the City is helping businesses and overall community aesthetics by covering the cost of the streetscape items.

Ben Andrews, 301 Main Street South, asked if the City completed a benefit appraisal for the project, and he wondered how the City knows how much value his property will increase. Erickson said that the City had a benefit appraisal done for the Area No. 5 / Phase I project.

David Graff, 629 Main Street South, asked about sidewalk location and maintenance responsibility. Vlasak explained the City's snow plowing procedure. Erickson said that the sidewalk will remain within the right-of-way, but in some spots it will be located close to some homes.

Powell explained that televising the pipes helped determine the scope for replacing the underground infrastructure. He also talked about stormwater improvements and tree replacement. Rud explained the future development of Harmony Meadow 2nd Addition

and the improvements that will be made by the developer once that subdivision is constructed.

Tom Babin, 401 Main Street South, stated his concern for current drainage problems around his property. He talked about the potential for drain tile and catch basins. Powell said that underground stormwater connection opportunities will be available for sump pump lines.

Powell provided further insight on project construction details such as interruption of water service, access to driveways, availability of the on-site field inspector, and communication throughout the project. The Council stated that City Staff, WSB, and the contractor are very responsive to any concerns.

Rud asked if there were any more questions or comments off the floor. No one else responded to the invitation.

A motion was made by Kodada and seconded by Pelava to close the public hearing. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The hearing closed at 7:44 pm.

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

None

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Consider Approval of Resolution 2018-11, a Resolution Adopting Assessments for the Area No. 5 / Phase 4 Street and Utility Improvement Project – Joel Erickson, City Administrator

The Council reviewed the standard assessment rates for the following property types: single-family, single-family with watermain only, commercial-industrial/high density housing, and commercial-industrial/high density with alley frontage. Erickson read through all of Resolution 2018-11, and he recommended adoption the proposed assessment roll.

A motion was made by Cherney and seconded by Kodada to approve Resolution 2018-11, a resolution adopting assessments for the Area No. 5 / Phase 4 Street and Utility Improvement Project. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of Resolution 2018-12, a Resolution Accepting a Bid for the Area No. 5 / Phase 4 Street and Utility Improvement Project – Joel Erickson, City Administrator
Powell stated that six competitive bids were received on January 25th. He said that the low bid of \$2,014,673, submitted by Holtmeier Construction, came in slightly less than the engineer's estimate. Powell provided background and reference information on Holtmeier Construction. Kodada noted that the bids were very competitive.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2018-12, a resolution accepting a bid for the Area No. 5 / Phase 4 Street and Utility Improvement Project. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Presentation of the 2017 Police Department Annual Report – Jason Schmitz, Chief of Police

Police Chief Jason Schmitz read through the 12-page 2017 Police Department Annual Report. The report highlighted staffing, department initiatives, facility improvements, continuing education/training, incident report stats/graphs, and community outreach. Pelava and Rud thanked Schmitz for the detailed report. Rud noted the stability that Schmitz brings to the Department and the good job that the Police Department does throughout the community.

- d. Consider Approval of Resolution 2018-13, a Resolution Designating an Official Appointment – Joel Erickson, City Administrator

Erickson explained that prior to being elected to the City Council, Councilmember Cherney served on the Planning Commission. He stated that since Cherney's addition to the City Council, the Planning Commission now has two Councilmembers on the Board. Erickson explained that it does not seem right for Councilmember Cherney to have voting power on the Commission but Councilmember/Ex-Officio Pelava does not have voting power. He said that the Staff recommended that Cherney be replaced and the position be advertised. Erickson said that resident Jason Culotta applied for the position, and he was interviewed earlier in the week. Erickson said that the Interview Committee recommended appointing Culotta due to his experience in government, representation of industry, and skills at handling public meetings and forming a consensus. Rud stated that he interviewed very well.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2018-13, a resolution designating an official appointment. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval of a Sewer Rate Adjustment for the Property Located at 303 3rd Ave NE – Joel Erickson, City Administrator

The Council reviewed a sewer rate adjustment request letter from the property owner at 303 3rd Avenue NE. Erickson explained the cause of the high usage was a leaking toilet. The Council reviewed usage report. Kodada stated that this was a standard request.

A motion was made by Kodada and seconded by Furrer to approve a sewer rate adjustment for the property located at 303 3rd Ave NE. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval to Schedule a Board of Appeals and Adjustments (BOAA) Meeting for 7:00 pm or Shortly Thereafter on March 29, 2018 – Ben Baker, City Planner

Baker asked the Council to schedule a Board of Appeals and Adjustment meeting for March 29, 2018 to review a variance request from LGI Homes.

A motion was made by Pelava and seconded by Cherney to schedule a Board of Appeals and Adjustments (BOAA) meeting for 7:00 pm or shortly thereafter on March 29, 2018. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval to Authorize Staff to Advertise For Up to Four (4) Seasonal Public Work Employees at Grade 1 / Step 5 (\$12.14/hr.) – Russ Vlasak, Public Works Director

Vlasak asked the Council to consider advertising to hire up to 4 seasonal employees for the Public Works Department. He explained that 3 workers were needed for mowing and 1 worker was needed as a floater for various maintenance duties. Furrer asked if more flexible workers, that could perform multiple types of duties, would better serve the needs of the Public Works Department. Vlasak said that the job description does mention that other duties besides mowing may be required.

A motion was made by Kodada and seconded by Pelava to authorize Staff to advertise for up to four (4) seasonal Public Works employees at Grade 1 / Step 5 (\$12.14/hr.). Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- h. Consider Approval of a Sewer Rate Adjustment for the Property Located at 503 4th Ave SW Ave NE – Joel Erickson, City Administrator

The Council reviewed a sewer rate adjustment request letter from the property owner at 503 4th Avenue NE. Erickson explained the cause of the high usage was a leaking toilet. The Council reviewed usage report.

A motion was made by Pelava and seconded by Cherney to approve a sewer rate adjustment for the property located at 503 4th Ave SW Ave NE. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Consider Approval of an Application for a Fireworks Display – City Administrator Joel Erickson

Representatives from Lonsdale Freedom Fireworks, including Jeff Smisek, Nicole Smisek, Tom Malecha and Mike Walters, came to the front podium to ask the Council for their annual request to conduct a Fireworks Application and Display Permit for July 3rd at Trcka Park, 1001 Main Street South, which also included the City paying for the required fireworks insurance premium and closing Idaho St. S. (between Grand Ave SW and Main St. S.) and CSAH #33 (between 2nd Ave SE and Hawaii St. SE). Smisek stated that by purchasing the fireworks early, the City will end up getting an \$8,000 display for only \$5,000. Cherney asked about safety precautions. Smisek said that safety is first and foremost, and noted his 22 years of experience with the fireworks show. Smisek explained how they take steps to ensure a safe environment, which includes using trained spotters. Smisek stated that he was going to be stepping down as leader of the fireworks display after this year. Rud thanked Smisek for almost single-handily saving the Lonsdale Fireworks Display a few years back, for his fundraising efforts, and for his dedication to keeping the annual event going.

A motion was made by Kodada and seconded by Pelava to approve the fireworks display requests from the Lonsdale Freedom Fireworks Committee. Vote for: Cherney, 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 that the Public Works Department has been busy plowing snow and working on the Police Department building.

City Engineer

Powell provided an update on the Lift Station No. 1 Decommissioning Project.

City Administrator

Erickson stated that the review committee has met a couple times with the architect concerning the City Hall Expansion Project. He said that he attended a baseball field scheduling meeting to stress the importance of having a long-term plan. He mentioned that he has been working with TCU, Montgomery, and LeCenter on the Heritage Trail Plan.

Erickson introduced new City Attorney Matt Brokl from Campbell Knutson. Rud welcomed Brokl, and he said that Brokl attended the meeting pro-bono to get a feel for the City and the City Council meetings.

City Planner

Baker provided an update on the Veterans Memorial Project.

b. Council Reports

Council Member Cherney

None

Council Member Kodada

Kodada stated that the Park Board will meet on March 13th. He also provided a report on Lonsdale Liquor. He said that the City is on-track to pay off the loan used to construct the building at the end of the year.

Council Member Furrer

Furrer provided an update on the EDA and Library Board.

Council Member Pelava

Pelava noted a list of upcoming Planning Commission agenda items and public hearings scheduled for March 20th.

Mayor Rud

Mayor Rud announced the upcoming Fireworks fish fry event. He said that the Lions Breakfast will be held on March 11th. He thanked the Chamber of Commerce for the organizing the Lonsdale Showcase event and the ribbon cutting events.

12. ADJOURNMENT

A motion was made by Kodada 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 8:35 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator