

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
MARCH 9, 2017**

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: Joe Daleiden, 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

4. APPROVAL OF AGENDA

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

A motion was made by Kodada and seconded by Furrer to approve the agenda as presented.

Vote for: Daleiden, 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 additions, deletions or corrections to the minutes. Furrer noted an error to Agenda Item 10(a).

A motion was made by Furrer and seconded by Pelava to approve the February 23, 2017 Regular Meeting Minutes with the noted correction. Vote for: Daleiden, 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

None

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Consider Approval of a Sewer Rate Adjustment for Landmark Square Apartments – Joel Erickson, City Administrator

The Council reviewed a letter from the property manager of Landmark Square Apartments requesting that the sewer/water bills for Accounts #2163 and #2167 be based on February, March, and April due a water heater and a toilet issue. Erickson said that the bill has been paid. The Council reviewed the usage history. Both Furrer and Pelava questioned how that much water could be used. Furrer said that it is good that the City decided to go to monthly billing.

A motion was made by Kodada and seconded by Furrer to approve a sewer rate adjustment for Landmark Square Apartments on account number #2167 and to bill the months of February, March and April for actual usage and those months be averaged to determine the sewer rate for the remainder of the year. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of a Sewer Rate Adjustment for the Property Located at 327 5th Ave NE – Joel Erickson, City Administrator

Erickson explained that there was a water softener malfunction at 327 5th Avenue NE that accounted for higher water usage during the months of December, January, and February. The Council reviewed a letter from the property owner, along with a usage history report.

A motion was made by Pelava and seconded by Furrer to approve a sewer rate adjustment for the property located at 327 5th Ave NE and to bill the months of March, April and May for actual usage and those months be averaged to determine the sewer rate for the remainder of the year. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval to Schedule a Public Hearing at 7:00 pm or Shortly Thereafter on March 30, 2017 on Ordinance 2017-275, an Ordinance Amending Ordinance 2016-268 (EDA Revolving Loan Fund) – Joel Erickson, City Administrator

The Council reviewed proposed changes to the EDA's Revolving Loan Fund. Erickson asked the Council to schedule a public hearing to review the proposed ordinance amendment.

A motion was made by Daleiden and seconded by Furrer to schedule a public hearing at 7:00 pm or shortly thereafter on March 30, 2017 to review Ordinance 2017-277, an ordinance amending Ordinance 2016-268 (EDA Revolving Loan Fund). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval to make a Conditional Job Offer to Jessica Braatz as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$10.58/hr.) – Joel Erickson, City Administrator
Erickson explained that the Liquor Store Committee recently interviewed three applicants for the part-time liquor store positions. He said that more help is needed to cover shifts on Monday, Thursday, Friday, and Saturday evenings and Saturday morning-afternoons. He also mentioned that with the State's recent passing of Sunday Liquor Sales, that even more hours will need to be filled. Erickson stated that all three applicants interviewed well, and he said that the Committee recommended hiring all three candidates to help fill the shifts.

A motion was made by Daleiden and seconded by Pelava to approve a conditional job offer to Jessica Braatz as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$10.58/hr.).
Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval to make a Conditional Job Offer to Cleo Kiker as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$10.58/hr.) – Joel Erickson, City Administrator
Erickson recommended hiring Cleo Kiker as Part Time Liquor Store Clerk.

A motion was made by Kodada and seconded by Daleiden to approve a conditional job offer to Cleo Kiker as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$10.58/hr.).
Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval to make a Conditional Job Offer to Brad Hanson as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$10.58/hr.) – Joel Erickson, City Administrator
Erickson recommended hiring Brad Hanson as Part Time Liquor Store Clerk.

A motion was made by Pelava and seconded by Furrer to approve a conditional job offer to Brad Hanson as Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$10.58/hr.).
Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval of Application for Payment No. 3 in the Amount of \$16,427.00 to Steve Vosejпка for the Public Improvements Associated with the Lonsdale Feed Mill Expansion Project – Joel Erickson, City Administrator
Erickson explained that the Payment No. 3 request for the Lonsdale Feed Mill Expansion Project represents storm sewer, water main, and sanitary sewer work completed in 2016. The Council reviewed the revised quantities sheets based on calculations by WSB's Construction Observer. Kodada asked if this was the final payment. Erickson said yes, except for any remaining quantities that may need to be shored up.

A motion was made by Daleiden and seconded by Furrer to approve application for Payment No. 3 in the amount of \$16,427.00 to Steve Vosejпка for the public improvements associated with the Lonsdale Feed Mill Expansion Project. Vote for:

Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None.
Vote: 5-0. Motion carried.

11. OTHER BUSINESS

a. Department Reports

Powell provided an update on the Pond View Drive SE Project advertising and bidding process.

Erickson said that he helped with the advertisement and interview process for the liquor store clerks. He stated that the City's 2016 Audit has been completed and will be presented at the next meeting. Erickson said that Staff has been working to update its erosion control regulations and procedures.

Baker said that Staff is obtaining blacktopping quotes for the 2017 Trena Memorial Park Tennis Court Rehab Project and the Rezac Nature Preserve Trailway Project, located between the fishing pier and archery range. He said that he has been working on an easement agreement, ordinance amendments, and land use reports. Baker explained how zoning tools are working to make the city look nicer. He said that Staff had a meeting with MNDOT as part of their outreach planning program.

b. Council Reports

Council Member Daleiden

Daleiden said that Lonsdale Liquor showed a small profit for February. He said that the store seems to be heading in the right direction so far in 2017.

Council Member Kodada

Kodada said that the Park Board will be meeting on March 14th.

Council Member Furrer

Furrer said that the Library Board and EDA will be meeting next week.

Council Member Pelava

Pelava said that the Planning Commission will be meeting on March 16th.

Mayor Rud

Rud thanked Daleiden for his work promoting the Lonsdale EDA at the Lonsdale Showcase. He also thanked the Chamber of Commerce for putting on such a nice event. He announced upcoming events, including: the MinDAK Open House, the start of registration for little league baseball, the Lion's beanbag toss tournament, the Lion's Pancake Breakfast, the Legion's Fish Fry, and the Fireworks' Fish Fry. Rud thanked Lonsdale's City Staff and Council for doing such a wonderful job.

12. ADJOURNMENT

A motion was made by Kodada and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 7:28 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator