

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
APRIL 13, 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, and Cindy Furrer

Members Absent: Scott Pelava

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. Erickson noted that "Boy Scout Troop #327" should be "Venture Crew #327" on Agenda Item 10(a).

A motion was made by Furrer and seconded by Kodada to approve the agenda with the noted change. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. 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

a. Consider Approval of Ordinance 2016-275, an Ordinance Updating Off-Street Parking Regulations – Ben Baker, City Planner

The Council reviewed the Staff Report and 22-page ordinance amendment. Baker stated that the ordinance update has been reviewed at 10 public meetings. He reviewed the three main goals of the ordinance amendment: 1) to promote off-street parking, which is better than on-street parking; 2) to lessen the visual impact of off-street parking; and 3) to create regulations that are realistic for both compliance and enforcement. Baker stated that the ordinance amendment was tabled at the last meeting to clarify language pertaining to commercial vehicles. Baker went through and explained the revised language. Baker said that the Planning Commission held a public hearing on March 16th, and they recommended approval of the ordinance update. Rud said that he appreciated all of the hard work Staff and the Planning Commission put into the ordinance amendment.

Erickson talked about how the City was planning to enforce the ordinance and lessen the visual impact of off-street parking. He said that the Lonsdale Police Department will be giving a notice of violation and seven days to correct it. He said that if a parking issue is not corrected, then a citation will be issued. Erickson said that City Staff conducted an inventory of all the existing parking pads in town. He said that the City will work with property owners on parking pad improvements that are deemed necessary for compliance. Erickson explained how the notification process would take place. He also said that every situation is different, and that City Staff will try to be as consistent with enforcement as possible.

Rud reiterated that the City will be working with residents to get things consistent and cleaned up around town. He encouraged residents to contact City Staff or a Council member with any questions. Rud said that the Planning Commission and Staff have done a lot of work on the ordinance.

A motion was made by Kodada and seconded by Furrer to approve Ordinance 2016-275, an ordinance updating off-street parking regulations. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

10. NEW BUSINESS

- a. Consider Approval to Appoint the Following Organizations as Green Teams for 2017: 2nd Quarter – Lonsdale Lions, 3rd Quarter – Venture Crew #327 and 4th Quarter – Golden Agers – Ben Baker, City Planner

The Council reviewed nine applications on file for the Waste Management Green Team Recycling Program. Baker stated that the Golden Agers have had an application on file for over two years. He also mentioned that the Lonsdale Lions and Venture Crew 327 have not had the opportunity to serve as a Green Team in the past. Baker recommended approval of the Lions, Venture Crew #327, and Golden Agers for the next three terms in 2017. Rud said that the Green Team initiative is a wonderful communitywide program.

A motion was made by Kodada and seconded by Daleiden to appoint the following organizations as Green Teams for 2017: 2nd Quarter – Lonsdale Lions, 3rd Quarter – Venture Crew #327 and 4th Quarter – Golden Agers. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- b. Presentation of a Waste Management Green Team Check in the Amount of \$361.80 to the Falcon Ridge Elementary School Student Council for Recycling 24.12 Tons of Cardboard and Mixed Paper – Jonathan Beseman

Jonathan Besemen, of Waste Management, stated that the Falcon Ridge Elementary School Student Council recycled 24.12 tons of cardboard and mixed paper during their term as the Green Team in late 2016. He presented representatives from Falcon Ridge Elementary a check in the amount of \$361.80 for their work during the fourth quarter of 2016. Besemen said that from 2010-2017, over \$11,000 has been donated to local organizations who have participated in the Green Team Recycling Program. The Council congratulated Falcon Ridge Elementary School.

Beasemen said that Lonsdale's annual Spring Cleanup Day will be held on May 20th. He said that two ads will be placed in the local newspaper.

- c. Consider Approval of Resolution 2017-18, a Resolution Proclaiming April 28, 2017 as Arbor Day in the City of Lonsdale – Ben Baker, City Planner

Baker stated that Lonsdale was recently awarded the honor of being a Tree City USA for the eighth year in a row. Baker explained the four qualifying criteria that it takes to achieve the status of Tree City USA.

Baker said that the City will be partnering again with TCU Lonsdale Elementary School, the Lonsdale Lions, and RSWCD to host an Arbor Day event on April 28th. The Council reviewed the proposed schedule of events planned for Arbor Day. Mayor Rud read through Resolution 2017-18 in its entirety.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2017-18, a resolution proclaiming April 28, 2017 as Arbor Day in the City of Lonsdale. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

d. Introduction of Mark Preissing, Tri-City United Community Education Director – Mark Preissing

Mark Preissing, Tri-City United Community Education Director, introduced himself to the City Council from the podium. Preissing said that he is really happy to be here. He talked about some of the programs that will be coming to Lonsdale, including a new summer recreation program, open gym, pickle ball, bike club, 3R Landmark history visit. He asked that Council for references of high school students that could potentially help out with Lonsdale's new summer rec program. Preissing said that he thinks that the program may really take off. He also announced that there will be a meet-and-great open house at Lonsdale Elementary School on May 11th from 4:00-6:00pm to give residents a chance to meet him.

The Council thanked Preissing for attending the meeting.

e. Consider Approval of the Lonsdale Area Chamber of Commerce's Requests for Community Days 2017 – Lonsdale Community Days Committee

Lonsdale Chamber Commerce Staff Member Shanna Gutzke-Kupp presented requests for Community Days 2017 from the front podium. The Council reviewed 11 requests, which were similar to previous year's requests. Gutzke-Kupp stated that Community Days will be similar to last year except for part of the parade route staging area, which is back on Delaware St. SE. The Council reviewed the requests, maps, permit applications, and event schedule. Gutzke-Kupp said that the portable-toilets will cost the same as last year. Furrer asked about the potential conflict with the Well No. 1 Project at Festival Field. Erickson said that the City, Chamber, and contractor will all be in communication, and he mentioned that the project will be fenced off from the tractor pull area.

A motion was made by Daleiden and seconded by Kodada to approve the Lonsdale Area Chamber of Commerce's requests for Community Days 2017. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- f. Consider Approval of an Application and Permit for a 1 to 4 Day Temporary On-Sale Liquor License for the Melissa Ann Friedges Memorial Softball Tournament at the Jaycee Park June 17, 2017 and Administrative Permit No. 2017-03 – Al Friedges, Melissa Ann Friedges Memorial

Al Friedges, of the Melissa Ann Friedges Memorial (MAFM), asked the City Council to consider two requests from the front podium: 1) a temporary on-sale liquor license, and 2) allowing camping at Jaycee Park on June 17, 2017. Friedges said that this is the tenth year that the MAFM will be holding a fundraising softball tournament, and the eight year in Lonsdale. He said that \$28,000 was netted last year and \$250,000 in revenue over the past decade. He explained where the fundraising money goes to, including athletic field improvements and equipment for area baseball clubs. Friedges said that the Lonsdale Lions already gave their permission to use the concession stand at Jaycee Park during the MAFM tournament. Rud said that the MAFM tournament brings a lot of people to town and is a terrific event for the community.

A motion was made by Furrer and seconded by Daleiden to approve an application and permit for a 1 to 4 Day Temporary On-Sale Liquor License for the Melissa Ann Friedges Memorial Softball Tournament at the Jaycee Park June 17, 2017 and Administrative Permit No. 2017-03. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- g. Consider Approval of Resolution 2017-19, a Resolution Proclaiming May 2017 as Bike Month in the City of Lonsdale – Joel Erickson, City Administrator

Erickson said that Rice County Statewide Health Improvement Program (SHIP) has requested that the City of Lonsdale adopt the proposed resolution proclaiming May 2017 as Bike Month in the City. He talked about the Safe Routes to School initiative, planned bike/pedestrian safety improvements, and the potential for a bike rodeo. Erickson said that 2017 will mark the second year for the popular bike/walk-to-school event.

Rud read through the entire proclamation, which explained the benefits of biking.

A motion was made by Daleiden and seconded by Furrer to approve Resolution 2017-19, a resolution proclaiming May 2017 as Bike Month in the City of Lonsdale. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

h. Consider Approval of a Proposal Submitted by Common Ground Lawn and Landscape, Inc. for Mosquito Control Services – Joel Erickson, City Administrator

Erickson said that the City received two RFPs for 2017 mosquito spraying from:

1) Common Ground Lawn and Landscaping, Inc. - \$800.00 per application or \$19,200.00 and 2) Clarke - \$800.00 per application or \$19,200.00. Erickson said that the City has worked with both companies in the past. He stated that Common Grounds also provided a quote for 2 trucks to shorten the time of spraying at dusk, which should be a more effective application process. Erickson said that cost would be an additional \$1,800.00 for that option. The Council reviewed the two quotes. Daleiden stated that he was in favor of going with the 2 truck option.

A motion was made by Kodada and seconded by Furrer to approve a proposal submitted by Common Ground Lawn and Landscape, Inc. for Mosquito Control Services. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

i. Consider Approval of a Sewer Rate Adjustment for the Property Located at 840 Heritage Dr. SW – Joel Erickson, City Administrator

The Council reviewed a request letter for a sewer rate adjustment for the property located at 840 Heritage Dr. SW. Erickson said that it was found that there was a faulty water heater which led to unintended water usage. Erickson said that the water bill has been paid, and he recommended that the City use February, March, and April to calculate the sewer portion of the bill.

A motion was made by Kodada and seconded by Furrer to approve a sewer rate adjustment for the property located at 840 Heritage Dr. SW. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

j. Consider Approval of a Sewer Rate Adjustment for the Property Located at 569 4th Circle Dr. SE – Joel Erickson, City Administrator

The Council reviewed a request letter for a sewer rate adjustment for the property located at 569 4th Circle Drive SE. Erickson explained that an outside spigot froze and 91,000 gallons of water went through the meter. Due to similar issues in the past at the same property, Erickson recommended the following:

1. No future adjustment be made as it relates to the outside spigout because this can be prevented by simply turning the spigot off;
2. The property owner pay the January 2017 bill but adjust the sewer portion to be based on 3,000 gallons, which totals \$343.33, a savings of \$545.60;
3. The months of February, March, and April be billed on actual usage; and
4. The average usage for the months of February, March, and April be used to determine the sewer bill for the remainder of the year.

A motion was made by Daleiden and seconded by Kodada to approve a sewer rate adjustment for the property located at 569 4th Circle Dr. SE. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

k. Consider Approval of a Minnesota Lawful Gambling – LG220 Application for Exempt Permit Submitted by the Knights of Columbus – Lonsdale Council 16225 for August 6, 2017 – Joel Erickson, City Administrator

The Council reviewed an application for a lawful gambling permit submitted by the Knights of Columbus to run a raffle during the I.C. Church Festival on August 6th. Erickson said that there is no reason why the permit shouldn't be granted.

A motion was made by Kodada and seconded by Furrer to approve Minnesota Lawful Gambling – LG220 Application for Exempt Permit submitted by the Knights of Columbus – Lonsdale Council 16225 for August 6, 2017. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

1. Consider Approval to Schedule Special Meetings to Discuss the City's 2018 Budget – Joel Erickson, City Administrator
Erickson provided the Council with a list of potential dates for Special Budget Meetings for the City Council as follows:

1. April 25, 2017
2. May 16, 2017
3. May 30, 2017
4. June 20, 2017
5. June 27, 2017
6. July 10, 2017
7. July 31, 2017
8. August 9, 2017
9. August 24, 2017
10. September 5, 2017

He said that the first couple of meetings will focus on property tax reduction, capital improvements, and future street projects.

A motion was made by Kodada and seconded by Daleiden to schedule Special Meetings, on the dates listed above, to discuss the City's 2018 Budget. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

11. OTHER BUSINESS

- a. Department Reports

City Engineer John Powell

Powell said that he is working on utility coordination and pre-con meetings for the two 2017 street projects.

City Administrator Joel Erickson

Erickson said that he has been reviewing applications and scheduling interviews for the Public Works Department staff. He said that City Staff recently met with representatives from Dispatch Trucking to discuss their proposed site plan.

City Planner Ben Baker

Baker provided an update on new homes, park items, and planning/zoning items.

b. Council Reports

Council Member Daleiden

Daleiden provided a brief update on Lonsdale Liquor.

Council Member Kodada

Kodada provided an update on Park Board items and events.

Council Member Furrer

Furrer stated that the EDA and Library Board will meet next week.

Council Member Pelava

N/A

Mayor Rud

Rud announced that the Mom's Club will be holding an Easter Egg Hunt at Trondhjem Lutheran Church. He also said that there will be another Eater Egg Hunt at Jaycee Park on the 15th, sponsored by Lonsdale Fire/Rescue, the Lonsdale Lions Club, and the Lonsdale Ambassadors. Rud said that the Citywide Garage Sale Event will be on May 13th. He also noted that Meeting with the Mayor will be on April 29th.

12. ADJOURNMENT

A motion was made by Kodada and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried. The meeting ended at 8:15 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator