

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
MAY 13, 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 John Powell, Public Works Director Russ Vlasak, City Treasurer Tami 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 Kodada 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 Cherney to approve the Minutes from the April 29, 2021 Regular Meeting. Vote for: Cherney, 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

A motion was made by Pelava and seconded by Furrer to approve the Consent Agenda as follows:

- a. Consider Approval to Not Waive the Monetary Limits on Municipal Tort Liability Established by MN Statute §466.04

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 Application for Payment No. 1 in the Amount of \$22,971.95 to Kue Contractors for the Police Facility Project

Melissa Stein, Wold Architects, stated that a ground breaking event took place earlier in the evening, that a pre-construction meeting will take place next week, and that construction is projected to start on May 25th. She talked about lead times and delays on product orders. Stein stated that building completion is now being pushed into the beginning of 2022. Rud suggested keeping the Police Task Force members posted. Cherney asked where the funding was coming from. Erickson said that the bonds were recently sold, and the money will come from that fund. Stein asked the Council to consider approval of Payment No. 1.

A motion was made by Kodada and seconded by Cherney to approve Payment No. 1 in the amount of \$22,971.95 to Kue Contractors for the Police Facility Project. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of Application for Payment No. 2 in the Amount of \$3,058.05 to Kue Contractors for the Police Facility Project

Stein asked the Council to consider approval of Payment No. 2. The Council reviewed the pay request.

A motion was made by Cherney and seconded by Pelava to approve Payment No. 2 in the Amount of \$3,058.05 to Kue Contractors for the Police Facility Project. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

c. Consider Approval of the City's 2020 Year-End Audit/Financial Statements

The Council reviewed the 2020 Audit Letter and financial documents from City Auditor Schlenner Wenner & Company. Ryan Schmidt, of Schlenner Wenner & Company, presented the City's 2020 Financial Statements and Year End Audit. He went through a 20-slide presentation. The presentation included information and graphs on process, opinion, communications, internal controls, legal compliance, financial highlights, the General Fund, Government Funds, Enterprise Funds, cash trend analysis, assets, liabilities and long-term debt. Schmitz said that Lonsdale received the best/clean opinion that can be given.

Cherney asked about Lonsdale's finance staff, and what makes them stand above the rest. Schmidt said that Lonsdale's staff truly cares about the city, and he commended their work. Schmidt said that he has no concerns with the audit. Cherney asked about the COVID relief money and future state/federal recovery taxes. Schmidt said that it is kind of a use-it or lose-it funding mechanism. Erickson said that the City received \$311,005 in relief funding and is expected to receive another \$480,000 over the next year. Mayor Rud asked Schmidt what he thought about the City's financial position. Schmidt said the City has a "very healthy" fund balance. The Council thanked Brokl and Erickson for their work on the audit. Erickson said Brokl deserves the recognition for all her work on the audit. Everyone applauded Brokl for the hard work that she put into the 2020 Audit. Rud thanked Schmidt for his report.

A motion was made by Kodada and seconded by Pelava to approve the City's 2020 Year-End Audit/Financial Statements. Vote for: Cherney, 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 Cole Walters as Seasonal Public Works Employee at Grade 1 / Step 6 (\$14.92/hr.)

Erickson said that \$37,000 was budgeted for seasonal Public Works employees in 2021. He said that 3 seasonal workers have already been hired, and the Public Works Department is recommending hiring a fourth and potentially a fifth season worker. Erickson recommended offering Cole Walters a conditional job offer for the fourth position. The Council reviewed Walters' application materials. The Council also recognized Walters for being an Eagle Scout.

A motion was made by Pelava and seconded by Furrer to make a Conditional Job Offer to Cole Walters as Seasonal Public Works Employee at Grade 1 / Step 6 (\$14.92/hr.). Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Discuss a Request for a Second Curb Cut at the Property Located at 420 2nd Ave NW
The Council reviewed a detailed Staff Report concerning a request from Brian Swanson, 420 2nd Ave NW, for a detached garage and additional curb cut to/from 2nd Avenue NW. The report stated that Staff provided direction for the new garage, referenced City Code 153.087 (H)(1) Curb Cuts, and provided examples of how Staff has enforced the curb-cut rule in the past. Pelava stated that Swanson approached him to help find a solution for a second curb cut from 2nd Avenue onto his property, because he wasn't getting anywhere with City Staff. Swanson addressed the Council from the front podium. He said that he loves Lonsdale and wants to improve his property by adding a new garage and curb-cut south of the existing home, where there is the most room. He stated that many of his neighbors in the older part of town have multiple curb-cut accesses. The Council, Staff, and Swanson discussed accessing his proposed garage via the alley and alleyway maintenance. Erickson and Vlasak stated that the alley behind Swanson's house is not maintained by the City and is vacated half-way down to the south. The Council and Staff also discussed the criteria needed for a curb-cut Conditional Use Permit. Pelava wasn't sure if the CUP criteria could be satisfied, and he leaned toward having the Council take action on the matter. Rud suggested that the City is willing to work with Swanson, but he suggested follow the proper procedure as to not cause precedence issues. Erickson said that in his opinion the CUP criteria would apply, and he suggested that the CUP procedure would be potentially a cost-neutral option. Baker explained the CUP approval process. Rud suggested that City Staff research which alleys are truly needed, which alleys should be maintained, and which alleys should be vacated throughout the entire city. Furrer said that the Swanson's property is a double lot, and she wondered logically why the Council couldn't just take action on the matter. Erickson recommended following the CUP procedure. Baker noted that if the Council was not in favor of the 125 ft. curb-cut rule, that they could amend the ordinance. Rud stated that Pelava worked his tail off for this resident.

No formal action was taken on the subject.

- f. Consider Approval of Application for Payment No. 1 in the Amount of \$108,710.07 to BCM Construction, Inc. for the 2021 Street and Utility Improvement Project – John Powell, City Engineer
Powell asked the Council to consider approval of Payment No. 1 to BCM Construction for work completed with the 2021 Street Project, including clearing/grubbing trees, pavement reclamation, curb/gutter removal, traffic control, temporary water system, and watermain installation. Powell reviewed the timeline and two-phased approach. The Council reviewed the payment request and associated spreadsheet.

A motion was made by Kodada and seconded by Furrer to approve Application for Payment No. 1 in the amount of \$108,710.07 to BCM Construction, Inc. for the 2021 Street and Utility Improvement Project. 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 said that the Public Works Department has been working on the Willow Creek Drive drain tile project. He said that the parks are dry, up-and-running, and getting a lot of use. Powell and Vlasak provided an update on the mill and overlay project.

City Engineer

None.

City Administrator

Erickson said that he held an initial 2022 Budget meeting with the Department Heads. He said that the Police Chief, City Planner and himself discussed food truck requests. He said that the Police Department building ground breaking event was held prior to the meeting. Rud suggested providing an update on the Police Department Project.

City Planner

Baker provided a building permit and new home permit statistics update. He noted that four twin-home units were currently under review.

b. City Council / Department Reports

Council Member Cherney

Cherney stated that there is an applicant for the Library Board position. He announced the upcoming Chamber of Commerce event, and he plugged the Sons of the American Legion.

Council Member Kodada

Kodada said that the Planning Commission will be meeting on May 24th.

Council Member Furrer

Furrer provided a brief Liquor Store update, and she said that the EDA will be meeting next week.

Council Member Pelava

None.

Mayor Rud

Rud thanked Pelava for doing a good job representing the residents of Lonsdale. Rud read two persuasive letters from youth residents Easton and Martin, requesting that the City consider constructing an outdoor pool to provide a fun recreation option for kids and provide jobs for teens.

ADJOURNMENT

A motion was made by Cherney and seconded by Pelava 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 8:16 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator