

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
MAY 31, 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, and Public Works Maintenance Worker Tom Cassidy

4. APPROVAL OF AGENDA

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

A motion was made by Kodada and seconded by Furrer 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 Pelava and seconded by Cherney to approve the Minutes from the April 26, 2018 Regular Meeting, the May 10, 2018 Regular Meeting, the May 10, 2018 Closed Session, the May 14, 2018 Special Meeting and the May 21, 2018 Special 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. Monthly Bills
- b. Treasurers' Report
- c. Board and Commission Minutes
- d. Termination of Public Works Employee Tom Cassidy. (This item was pulled from the Consent Agenda for discussion per the request of Tom Cassidy)

A motion was made by Cherney and seconded by Kodada to approve the Consent Agenda as follows:

- a. Monthly Bills
- b. Treasurers' Report
- c. Board and Commission Minutes

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. CLOSED SESSION - Consider Termination of Public Works Employee Thomas Cassidy
Erickson and Rud explained that the City Council will be going into Closed Session along with Mr. Cassidy in the Upstairs Conference Room at City Hall.

A motion was made by Cherney and seconded by Furrer to adjourn into a closed session. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The Council temporarily adjourned the regular meeting at 7:05 pm.

At 7:26 pm, Mayor Rud reconvened the regular Council meeting back in the Council Chambers. Erickson explained that the Council discussed the termination of Thomas Cassidy during their closed session, and he provided a brief summary of their discussion.

A motion was made by Cherney and seconded by Kodada to terminate employment of Public Works Employee Thomas Cassidy. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of an Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License Submitted by the Church of the Immaculate Conception – Joel Erickson, City Administrator

The Council reviewed an application for a 1 Day to 4 Day Temporary On-Sale Liquor License submitted by the IC Church for their Parish Bazaar on August 5th. Erickson said that the IC Church is required to and has obtained liquor liability insurance.

A motion was made by Kodada and seconded by Pelava to approve an Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License submitted by the Church of the Immaculate Conception. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of a Minnesota Lawful Gambling LG220 Application for Exempt Permit With No Waiting Period Requested by the Church of the Immaculate Conception – Joel Erickson, City Administrator

The Council reviewed an application for lawful gambling submitted by the IC Church for their annual Parish Bazaar. Erickson said that there is no reason to not acknowledge the permit without a waiting period.

A motion was made by Cherney and seconded by Furrer to approve a Minnesota Lawful Gambling LG220 Application for Exempt Permit with No Waiting Period Requested by the Church of the Immaculate Conception. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval of Resolution 2018-27, a Resolution Transferring \$95,459.12 From the 101 General Fund, \$24,096.48 From the 601 Water Fund and \$34,909.00 From the 602 Sewer Fund to the 306 Idaho Street Debt Service Fund to Eliminate a Negative Fund Balance and to Terminate the 306 Idaho Street Debt Service Fund – Joel Erickson, City Administrator

Erickson explained that in order to more accurately represent the actual Fund Balances in the 101, 601, and 602 Funds, a transfer needs to take place. He said that there is no need for the 306 Fund anymore since the Idaho Street Bond has been paid off. Cherney asked about outstanding assessments. He explained that unpaid assessments from Legacy Meadows were reassessed. Erickson said that assessment payments will be paid along with each lot sale. He noted that there are also unlevied assessments for benefiting properties currently outside of City limits. Cherney recommended that if the City does something similar in the future, that time limit stipulations be required for assessments. Kodada explained that the outstanding assessments payments have already gone through the Court mediation and negotiation process.

A motion was made by Pelava and seconded by Cherney to approve Resolution 2018-27, a resolution transferring \$95,459.12 from the 101 General Fund, \$24,096.48 from the 601 Water Fund and \$34,909.00 from the 602 Sewer Fund to the 306 Idaho Street Debt Service Fund to eliminate a negative fund balance and to terminate the 306 Idaho Street Debt Service Fund. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval of Resolution 2018-28, a Resolution Transferring \$491.57 From the 307 Fund (8th Ave NW Debt Service) to the 101 General Fund and Termination of the 307 Fund (8th Ave NW Debt Service) – Joel Erickson, City Administrator
Erickson explained that the 307 Fund is no longer needed, and he recommended cleaning up the Treasurer's Report by transferring the fund balance of \$491.57 to the General Fund.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2018-28, a resolution transferring \$491.57 from the 307 Fund (8th Ave NW Debt Service) to the 101 General Fund and termination of the 307 Fund (8th Ave NW Debt Service). Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of a Quote in the Amount of \$21,100.00 Submitted by Thul Specialty Contracting for Sealing Manholes – Russ Vlasak, Public Works Director

Vlasak stated that the City budgeted \$20,000.00 for sealing manholes in 2018. He provided a quote from Thul Specialty Contracting, Inc. in the amount of \$21,100.00 and Hydro-Klean in the amount of \$25,380.00 for the sealing of 36 manholes around town. Vlasak explained that the final amount is typically adjusted at the end depending on how much work is actually required for each manhole. He said that sometimes there is money left over to seal additional manholes. Furrer asked if all manholes will need this type of repair over their lifetime. Vlasak stated that it depends on age, ground movement, and installation. Vlasak stated that the Public Works Department provides an annual report to the MPCA for inflow and infiltration. Vlasak and Powell explained why it is important to fix and cut down on inflow and infiltration problems. Powell said that manholes are typically good for 15-20 years after initial installation. Cherney requested that the Public Works Department provide a cost-analysis report to figure the magnitude of the problem and determine if it makes economic sense to seal manholes around town. He said that he wants to make sure the City is getting the most bang-for-its-buck and to justify the cost of such repairs. The Council directed staff to provide more information on the topic.

A motion was made by Cherney and seconded by Pelava to table this agenda item until further information is provided by City Staff. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval of Application for Payment No. 4 in the Amount of \$88,172.35 to Pember Companies, Inc. for the Well No. 5 Project (Pump/Raw Water Main, etc.) – John Powell, City Engineer

Powell provided a project update. He also relayed the reasons that Pember Companies provided the City Engineer for why they were unable to complete their portion of the Well No. 5 Project by the April 27, 2018 deadline, including: waiting for E.H. Renner & Sons to complete their portion, competing park grading work, and getting crews back to the site. He reminded that Council that there are two separate contracts for the project. The Council directed WSB to determine if there have been any damages and negotiate with the contractor something that is fair and reasonable. Cherney asked if the payment to Pember should be held back. Powell recommended that the City should authorize the proposed pay request, because the work has been completed.

A motion was made by Pelava and seconded by Kodada to approve Application for Payment No. 4 in the amount of \$88,172.35 to Pember Companies, Inc. for the Well No. 5 Project (Pump/Raw Water Main, etc.). 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 he has been helping out with the multiple street projects going on. He said that he has been working with I & S Engineering on the Industrial Park Project as well. He said that pothole work may start next week.

City Engineer

Powell provided updates on the street reconstruction projects.

City Administrator

Erickson went through a list of items he has been working on and meetings he has been involved with, including the human resource matters, the 2019 Budget, wage comparison, economic development, street projects, the City Hall Expansion project, union negotiations, and a bond rating call.

City Planner

Baker provided an update on new home construction statistics for 2018.

b. Council Reports

Council Member Cherney

Cherney stated that he has recently been in conversations with EDA staff from Burnsville, MN that may come to Lonsdale to help provide City officials with new tools and direction in attracting people and businesses to town.

Council Member Kodada

Kodada said that there will be a liquor store meeting in July and a Park Board meeting next week.

Council Member Furrer

Furrer stated that the Library's Summer Reading Program will have over 300 kids participate this summer. She said that the EDA met with a marketing group that can help the City promote itself better through different social media outlets.

Council Member Pelava

Pelava provided an overview of the upcoming June Planning Commission agenda items.

Mayor Rud

Mayor Rud congratulated all the area high school graduates. He thanked Commander Daryl Rieck and the American Legion for conducting their annual Memorial Day tribute. He thanked all the veterans for their service to the Country.

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 8:15 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator