

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
JUNE 25, 2020**

**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, and Scott Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker,  
City Engineer John Powell and Police Chief Jason Schmitz

**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, additions, or deletions to the Minutes.

A motion was made by Kodada and seconded by Furrer to approve the Minutes from the May 21, 2020 Special Meeting, June 11, 2020 Regular Meeting, and the June 18, 2020 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 motion was made by Pelava and seconded by Furrer to approve the Consent Agenda as follows:

- a. Monthly Bills
- b. Treasurers' Report
- c. Board and Commission Minutes
- d. Consider Approval of a Sewer Rate Adjustment for the Property Located at 633 Golden Oak Street NE

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 a 3.2% On-Sale Liquor License Requested by the Lonsdale Baseball Association – Joel Erickson, City Administrator

Erickson explained that typically the liquor license for the Lonsdale Baseball Association would have been approved along with the other applications at the June 11<sup>th</sup> meeting, but the Association was unsure if the Lonsdale Aces would have a season due to COVID-19. He said that since the restrictions have been relaxed, outdoor sports facilities are allowed to be opened and gatherings of up to 250 people are allowed. He said that Staff is not aware of any liquor violations. Erickson recommended approval to approve the requested liquor license.

A motion was made by Kodada and seconded by Cherney to approve a 3.2% On-Sale Liquor License Requested by the Lonsdale Baseball Association. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

b. Discuss and Consider Approval of an Architectural Firm/Team to Provide Architectural/Planning Services for a Police Facility and Future Master Planning – Joel Erickson, City Administrator endeavors

Erickson explained that 19 proposals were received, and 4 architectural firms were selected for interviews, including Wold, BKV, 292 Design Group, and Oleson+Hobbie. He said that interviews were held on June 18<sup>th</sup> and earlier in the evening on June 25<sup>th</sup>. Erickson said that the next step in the process is to select a firm to team with to provide architectural/planning services for a police facility and future master planning. He said that all 4 firms are certainly qualified. Erickson provided the proposed bid amounts by each of the 4 firms based on a \$1.6 million project: 1) Wold - \$103,500, 2) Oleson+Hobbie - \$109,000, 3) BKV - \$113,800, and 4) 292 Design Group - \$123,400. Cherney asked Erickson for guidance on who the City should work with. Erickson said that the City has worked with every firm except for BKV, and he described the advantages of each firm. After much discussion, each Council member provided feedback on the proposed firms. Kodada said that he liked Wold and BKV, and he said that Wold has the lowest bid, works primarily on public projects, and has a large enough firm to service everything in-house. Pelava said that he also favored Wold and BKV, noting that O+H might not have as much experience as the rest of the firms. Furrer said that she favored BKV, noting that Wold's previous project costs blew up for the previous City Hall addition project, and that concerned her. She mentioned that many of the firms commented on the City's good site selection. Rud said that the Willow Creek Commons location will prove to be a good site for many years to come. Cherney said that Wold did an impeccable job on a Burnsville project, but he favored 292 Design Group. Cherney said that he called 292 Design Group and checked with them about any wiggle room with their proposed fees. He said that 292 gave him a warm and fuzzy feeling. He said he called around to validate 292. Cherney said that O+H was too small of a firm. Kodada and Rud stated that they were uncomfortable with Cherney's negotiation approach because all of the proposal numbers were made public and each firm didn't receive a similar opportunity. Cherney said that he likes to do his own research. Rud stated that he was leaning towards Wold or BKV. Erickson said that Wold did have the low bid. Furrer and Cherney agreed that Wold would be a fine choice.

A motion was made by Cherney and seconded by Furrer to approve selecting Wold Architects and Engineers to Provide Architectural/Planning Services for a Police Facility and Future Master Planning. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of a Proposal Submitted by WSB in the Hourly Not-to-Exceed Amount of \$33,428.00 for the 3<sup>rd</sup> Ave SW Area Project Feasibility Study – Joel Erickson, City Administrator

The Council members reviewed a feasibility study proposal submitted by WSB for the proposed 2021 3<sup>rd</sup> Avenue SW Reconstruction Project. Erickson explained that with timing being important, Staff updated the CIP and determined a project cost of \$2,000,000, which is consistent with prior phases. Rud and Furrer suggested combining the next two phases for potential cost savings. Powell explained the potential cost savings that could be realized by combining the feasibility study for the proposed 3<sup>rd</sup> Avenue SW and 4<sup>th</sup> Avenue SW Projects. He also stated that the project could be bid out in two phases for the next two years. The Council members all agreed with the idea of completing the southwest section of town as-soon-as-possible and working towards any cost savings. Powell suggested that the Council approve the proposed 3<sup>rd</sup> Avenue SW Feasibility Study at this point. He said that an updated proposal would be presented at an upcoming meeting.

A motion was made by Furrer and seconded by Kodada to approve a proposal submitted by WSB in the hourly not-to-exceed amount of \$33,428.00 for the 3<sup>rd</sup> Ave SW Area Project Feasibility Study. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval of Resolution 2020-26, a Resolution Ordering Preparation of Report on the Improvements of the 2021 Street and Utility Improvement Project Which Includes 3rd Ave SW, Alabama St. SW (between 2nd/3rd Ave SW), Colorado St. SW (between 2nd/3rd Ave SW) and Delaware St. SW (between 2nd/3rd Ave SW) – John Powell, City Engineer

Powell stated that the topic was discussed under the previous agenda item. He explained that cities typically initiate street reconstruction projects, but in some cases they are initiated by petitions submitted by residents. He recommended approval of Resolution 2020-26, which formally initiates the feasibility report.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2020-26, a Resolution Ordering Preparation of Report on the Improvements of the 2021 Street and Utility Improvement Project, which Includes 3rd Ave SW, Alabama St. SW (between 2nd/3rd Ave SW), Colorado St. SW (between 2nd/3rd Ave SW) and Delaware St. SW (between 2nd/3rd Ave SW). Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval of Application for Payment No. 1 in the Amount of \$335,094.45 to A-1 Excavating, Inc. for 2<sup>nd</sup> Ave SW Area Street and Utility Improvement Project – John Powell, City Engineer

Powell provide an update on the 2<sup>nd</sup> Avenue SW Area Street and Utility Improvement Project. He said that the grading crew will be coming in soon, now that most of the underground utility work has been completed. He said that the project is tracking ahead of schedule due to the favorable weather. Powell recommended approval of Payment No. 1 to A-1 Excavating for the listed items that have been completed so far. The Council reviewed the pay voucher.

A motion was made by Kodada and seconded by Pelava to approve Application for Payment No. 1 in the amount of \$335,094.45 to A-1 Excavating, Inc. for the 2<sup>nd</sup> Ave SW Area Street and Utility Improvement Project. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of Application for Payment No. 1 in the Amount of \$57,853.81 to James Bros. Construction, Inc. for the Industrial Drive Area Drainage Improvements – John Powell, City Engineer

Powell said that the Industrial Drive Area Project started in mid-May, and he said that the Substantial Completion date for the project is July 17, 2020. He stated that the only work that remains is minor turf restoration near TH 19. Kodada asked about the drain tile that was installed. Powell stated that the tile will provide a long-term benefit for drainage and the roadway. Cherney asked for clarification on oversight and project scope changes authorization. Powell said that he and a geotechnical expert from WSB reviewed the need for the extra work. He said that the contractor agreed to honor the unit price with the addition of a mobilization charge. Powell said that the price was reasonable, and he noted that WSB works very hard to keep project on budget.

A motion was made by Cherney and seconded by Pelava to approve Payment No. 1 in the amount of \$57,853.81 to James Bros. Construction, Inc. for the Industrial Drive Area Drainage Improvements. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval of a Memorandum of Understanding for Infrastructure Maintenance Between the City of Lonsdale and Tri-City United (TCU) School District – John Powell, City Engineer Powell explained that back in 2018, TCU was issued a Conditional Use Permit for the expansion of Lonsdale Elementary School. He said that as part of the CUP, clarification was needed for the operation and maintenance of the existing utilities on the property. He said that a survey map with easements was prepared, and he said that the next step is to approve a Memorandum of Understanding. Powell summarized the proposed MOU responsibilities for water, sanitary sewer, storm sewer, trail, and restoration. He said that the TCU School Board already approved the MOU. Cherney said that he is typically leery of MOUs and wondered how the document would be enforced. Powell explained that it is not an agreement, but he said that current City/State related Codes and NPDES requirement can be enforced. Rud stated that the MOU is a document that provides clarity for future School District and City leaders. The Council reviewed the proposed MOU document and associated survey map/description.

A motion was made by Pelava and seconded by Cherney to approve a Memorandum of Understanding for Infrastructure Maintenance between the City of Lonsdale and Tri-City United (TCU) School District. 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*

N/A

*City Engineer*

Powell provided an update on the Deer Ridge Project. He said that concrete curb was replaced this week, and mill and overlay will take place next week. Rud suggested that the work be completed before or after the Independence Day weekend.

*City Administrator*

Erickson stated that he has been working on the 2021 Budget and the future Police Department Project.

*City Planner*

Baker stated that a land use application was just submitted for a new building to replace the existing quonset building at 114 Central Street East. He said that the Planning Commission will be reviewing that at their next meeting.

b. City Council / Department Reports

*Council Member Cherney*

None

*Council Member Kodada*

Kodada provided a recap of the June 15<sup>th</sup> Park Board Meeting. He said that the Park Board members will be doing a walking audit of the trail system.

*Council Member Furrer*

None

*Council Member Pelava*

Pelava said that the EDA will be re-rolling with the BR&E Program. He said that the EDA also talked about business and residential marketing options for Lonsdale.

*Mayor Rud*

Rud said that he will be on KCHK on June 29<sup>th</sup>. Rud stated that Shanna, with the Lonsdale Area Chamber of Commerce, has been providing up-to-date information regarding grants that are available from DEED for businesses. He also said that the Chamber will not be putting on the annual Community Days event this year.

**12. ADJOURNMENT**

A motion was made by Pelava 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 8:01 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator