

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
JULY 29, 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

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 Pelava to approve the Minutes from the July 8, 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. 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. Consider Approval of Resolution 2021-39, a Resolution Authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing for the Payment of \$858,000 General Obligation Forward Refunding Bonds, Series, 2021D

The Council reviewed the Staff Report, 8 slide refunding plan presentation, and associated documents from Lonsdale's bond counsel Baird. Paul Donna, of Baird, presented a bond refinance option that would replace old the interest rates with new rates. He said that First Independent Bank of Russell, MN will be purchasing the bonds at an interest rate of 1.10%, down from 3.3%. Donna said that the savings would be \$74,563 with ten years remaining on the loan. He stated that the City's bond rating would not be affected. Kodada thanked Donna and City Staff for initiating the financial savings opportunity.

A motion was made by Cherney and seconded by Furrer to approve Resolution 2021-39, a Resolution authorizing Issuance, Awarding Sale, Prescribing the Form and Details and Providing for the Payment of \$858,000 General Obligation Forward Refunding Bonds, Series, 2021D.

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

- b. Consider Approval of Resolution 2021-40, a Resolution Accepting a Donation in the Amount of \$10,500.00 from the Lonsdale Fireman's Relief Association

Erickson stated that the Lonsdale Fireman's Relief Association (LFRA) conducts lawful gambling. He said that the LFRA would like to use some of thier proceeds to donate towards capital outlay purchases in the Fire Department. He said that the LFRA has donated funds to the City for a number of years.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2021-40, a Resolution accepting a donation in the amount of \$10,500.00 from the Lonsdale Fireman's Relief Association. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Discuss When to Reinstate Water Shut-Off's for Delinquent Accounts 60 Days Past Due
Erickson stated that City Staff is looking for direction on when to reinstate the policy of shutting off water for accounts 60 days past due. He noted that due to COVID-19 and the associated Executive Orders implemented by Governor Walz, shutting off water to a property was deemed an eviction by the MN Attorney General. He said that evictions were not allowed to be done when Executive Orders were in place. Erickson said that water shut-offs have not happened since February 2020. He explained that since then, some residents have become past due. Erickson said that evictions can now take place. Erickson provided the unpaid amounts, which totaled \$13,461.29. Vlasak and Erickson said that they did contact residents with high usage amounts. Cherney asked if the delinquent accounts were repeat offenders. Erickson said that the majority were. Cherney said that he was all for shutting off the water. Rud suggested giving them a 30-day notice.

A motion was made by Kodada and seconded by Cherney to shut-off water service for delinquent water bills. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval to Accept Jon Burns Letter of Resignation as Part Time Liquor Store Clerk – Joel Erickson, City Administrator
The Council reviewed Jon Burns's Letter of Resignation as Part-Time Liquor Store Clerk. Erickson said that the resignation was expected. Erickson said that Burns was a good employee, fit in well, and will be missed.

A motion was made by Pelava and seconded by Furrer to accept Jon Burns's Letter of Resignation as Part Time Liquor Store Clerk. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval to Make a Condition-al Job Offer to Heidi Heyer as Part Time Liquor Store Clerk at Grade 1 / Step 2 (\$13.00/hr.) – Joel Erickson, City Administrator
Erickson said that two applications were received, and both were interviewed to fill the part-time position open at the Lonsdale Liquor. He said that interviews were conducted on July 20th, and although both applicants could perform the duties, the Committee recommended hiring Heidi Heyer. The Council reviewed Heyer's application documents.

A motion was made by Kodada and seconded by Furrer to make a conditional job offer to Heidi Heyer as Part Time Liquor Store Clerk at Grade 1 / Step 2 (\$13.00/hr.). Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of Resolution 2021-41, a Resolution Approving an Agreement Between the City of Lonsdale and the Northfield Hospital for Occupational Health Services – Joel Erickson, City Administrator

Erickson said that Fire Chief Pfluke has been working with Northfield Hospitals staff on a streamlined process for obtaining pre-employment physicals for firefighter applicants on a regular basis. The Council reviewed the proposed agreement and Erickson highlighted the key points, including services provided by the hospital and the City's responsibilities.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2021-41, a Resolution Approving an Agreement between the City of Lonsdale and the Northfield Hospital for Occupational Health Services. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval of Conditional Use Permit 2021-02 for the Property Located at 420 2nd Ave NW – Ben Baker, City Planner

The Council reviewed a detailed Staff Report along with associated pictures and maps while Baker highlighted the main points of the Conditional Use Permit request for a second curb-cut access at 420 2nd Avenue NW. Baker noted that the issue went before the City Council on May 13, 2021, and the Council directed the homeowner, Brian Swanson, to submit a CUP application. He said that the owner/applicant is proposing to construct a 792 sq. ft. garage south of the existing home along with a new driveway that will be accessed off of 2nd Avenue NW. Baker noted that the existing gravel driveway will be allowed to remain only for use as stated in the land use application. Baker said that the CUP requires that the gravel driveway, located between the back-of-house and the alley, be completely removed and restored by the end of the year. He said that the deadline for all improvements is July 1, 2022. Rud mentioned that Pelava took the time to help out the applicant. Pelava said that he was just acting as a conduit. Baker said that the Planning Commission recommended approval of CUP 2021-02 at their meeting on July 26, 2021.

A motion was made by Cherney and seconded by Pelava to approve Conditional Use Permit 2021-02 for the property located at 420 2nd Ave NW. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

h. Consider Approval of Resolution 2021-42, a Resolution Approving a Parcel Combination and Side Yard Easement Vacation for the Property Located at 249 Hawaii St. SE – Ben Baker, City Planner

The Council reviewed a detailed Staff Report along with associated pictures and maps while Baker highlighted the main points of a parcel combination request for 249 Hawaii Street SE. Baker said that the applicants recently purchased Outlot E, because both the developer of Harmony Meadows and the City had no use for the parcel. Baker noted that the applicants can use the combined parcels for a future addition or accessory structure. He said that the side-yard easement at 249 Hawaii Street SE needs to be vacated and re-established on the west side of Outlot E, Harmony Meadows 1st Addition. Baker said that the Planning Commission recommended approval of Resolution 2021-42 at their meeting on July 26, 2021.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2021-42, a Resolution approving a Parcel Combination and Side Yard Easement Vacation for the Property Located at 249 Hawaii St. SE. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Consider Approval of Resolution 2021-43, a Resolution Accepting a Donation in the Amount of \$2,000.00 from the Tri-Lakes Sportsman’s Club – Ben Baker, City Planner

The Council reviewed pictures showing worn and damaged targets at the Lonsdale Area Archery Range at Rezac Nature Preserve. Baker said that the City reached out to Tri-Lakes Sportsmen’s Club about potential funding to help purchase new targets. He said that Tri-Lakes generously sent a check to the City of Lonsdale for \$2,000.00 for the project. Baker and Vlasak thanked Joe Dornfeld and Charlie Peters, Public Works employees and Tri-Lakes members, for their connection.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2021-43, a Resolution a Donation in the Amount of \$2,000.00 from the Tri-Lakes Sportsman’s Club. 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 provided an update on street project punch list and warranty items. He said that they are currently running a temporary lift station pump, due to damage inflicted on the main pump from large debris in the system.

City Engineer

Powell provided an update on the 2021 Street Project, and he said that WSB is working on the feasibility study for the 2022 Project. He said that the 2021 Street Project should be completed before Labor Day. Powell said that there will be a meeting with MNDOT on August 11th to discuss the TH 19 Corridor Project.

City Administrator

Erickson said that he has been meeting with Department Heads on the 2022 Budget. He said that LoopNet is marketing the Business Park for the City and EDA. He went through LoopNet's detailed report numbers on page views. Erickson said that he is also working on EDA items and elections. Erickson reported that the MN Department of Health sent an award letter to the City of Lonsdale for adding fluoride to the water system for the past 50 years. Erickson provided an update on the Lonsdale Police Department. He noted that the supplier made a mistake with the pre-cast walls, which will delay the project by 4 weeks.

City Planner

Baker said that LGI Homes picked up their last five permits and they are now out of buildable lots in Lonsdale. Baker provided an update on building permit and vacant lot numbers.

b. City Council / Department Reports

Council Member Cherney

Cherney provided a Lonsdale Library update. He also brought up a water drainage issue that was previously discussed last fall. He said that he has been talking with Jennifer Rodrigue and Amanda Lengsfeld from 9th Avenue SW on drainage issues around their homes and rear yard. Cherney wondered what the City's role should be with drainage since some of the neighbors don't want to participate. He wondered if the project could be assessed. Rud said that some of the Council members were blindsided by the topic, and he said that issues like this should be placed on the agenda properly with an associated report. Erickson stated that the City Attorney said that the project can not be assessed because it is not a public improvement. Erickson said that the Heritage Estates neighborhood has been around for 20 years. He questioned why the City should get involved at this late date, since the City did not cause the drainage problems and there should be plenty of fall away from the house, if it was property graded per the new home survey. Since, as-built grading surveys weren't required until the mid-2000s, Rud suggested that neighbors should get an updated survey completed to see what obstacles are causing the problems. He said that typically developments are graded according to the plan, but over time, homeowners and contractors tend to move dirt and fill in drainageways over time. Pelava stated that one of his employees lives in that neighborhood. Kodada said that so much can happen to a lot over 20 years. Rud said that it really isn't a City issue. Furrer said that the City is stuck, and she suggested getting the whole neighborhood on board to fix any problems. Cherney wondered if the City could pass a resolution to provide direction on handling drainage issues.

Council Member Kodada

Kodada provided an update on the Joint Park Board & City Council 2022 Budget meeting. He also provided a recap of the last Planning Commission meeting.

Council Member Furrer

Furrer said that the EDA will be meeting in a few weeks. Rud said that the EDA did a great job with the BR&E initiative, which is good for the community.

Council Member Pelava

Pelava provided a brief Police Department Project update. He said that Community Days can always use more volunteers.

Mayor Rud

Rud said that Lonsdale Community Days will be August 14th and the I.C. Church festival will be on Sunday.

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 8:20 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator