

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
AUGUST 11, 2022**

**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: David Webb, Kevin Kodada, Tim Rud, Cindy Furrer and Scott Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, City Engineer Nick Guilliams, Chief of Police Jason Schmitz, Police Officer Cody Brotherton and Interim Public Works Director Joe Dornfeld

**4. APPROVAL OF AGENDA**

Mayor Rud asked if there were any additions, deletions or corrections to the agenda. Mayor Rud requested consider rescheduling the September 29, 2022 to September 26, 2022 be added to the agenda. A motion was made by Pelava and seconded by Furrer to approve the agenda with the requested addition. Vote for: Webb, 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 additions, deletions or corrections to the Minutes. Furrer said the end time of the August 3, 2022 should be “am”. A motion was made by Pelava and seconded by Furrer to approve the minutes from the July 25, 2022 Special Meeting, the July 28, 2022 Regular Meeting and the August 3, 2022 Special Meeting with the noted correction. Vote for: Webb, 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**

None

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

a. Introduction of Full-Time Police Officer Cody Brotherton

Chief Schmitz introduced Police Officer Cody Brotherton. Brotherton introduced himself and said he has two BS degrees, lives in the community and is excited to be working for Lonsdale. Schmitz said the storm doors and generator will be installed next week at the new PD. Mayor Rud asked about selling the old PD. Schmitz said he anticipates being out of the PD by September 1, 2022. Mayor Rud asked how Nite-2-Unite went. Schmitz said it went well and there was good attendance by residents and that the Officers split up and attended all the gatherings they knew about.

b. Consider Approval of Specifications for a 3,000 Gallon Tanker Truck and Authorize Staff to Advertise for Bids

Fire Chief Pfluke said a truck committee was formed to establish the specifications for a new tanker truck. He said tankers are the backbone of the department and carry water to locations that do not have hydrants close by. Pfluke said the new tanker will have better scene light, AC, upgraded electronics and is estimated to cost between \$285,000 and \$300,000. He said the Townships support the purchase and it will take 1 ½ to 2 years for delivery. Pfluke recommended approval of the specifications for the proposed 3,000 gallon tanker truck and advertising it for bids. Mayor Rud asked if the Townships were on board. Pfluke replied yes. A motion was made by Kodada and seconded by Webb to approve the specifications and authorize staff to advertise for bids a 3,000 gallon tanker truck. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

c. Consider Approval of Change Order No. 6 in the Amount of \$40,356.80 for the New Police Facility

John McNamara of Wold said the new PD is occupied and there is probably a weeks worth of punch list items to be completed. He said there will be one more Change Order to finalize the project and parking lot credit. He said Change Order No. 6 contains a lot of items and essentially consist of technology, card readers, etc. McNamara said they made sure the City received fair value for the items associated with the change order and it cleans up most of the project and they will be moving to close out. Pelava said the address on the Change Order needs to reflect Commerce Dr. SE. Mayor Rud asked if staff reviewed the change order. Erickson said yes. Kodada asked if the project was on

budget. McNamara said with value engineering, the project has more value than it cost. A motion was made by Pelava and seconded by Furrer to approve Change Order No. 6. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

McNamara said he and his staff have been working with Chief Schmitz to schedule an open house for Tuesday, August 30<sup>th</sup> between 5:00 pm and 7:00 pm. Mayor Rud said that was great so the public can see the building and the value it will bring to the City. Kodada said if the building would have been bid a year later, it would have cost 15%-20% more.

- d. Consider Approval of Resolution 2022-41, a Resolution Confirming the Land Use Status of 601 Railway St. SW, Lonsdale, MN 55046 – Parcel ID # 19.26.3.00.007  
Erickson said Rice County needs to obtain permanent and temporary easements from 601 Railway St. SW for a consistent design of CSAH 4 through the project area because they do not have the necessary right of way adjacent to 601 Railway St. SW. He said Rice County requested the City adopt the proposed resolution as part of the negotiations with the property owners of 601 Railway St. SW. Kodada asked if it was more of a housekeeping item. Erickson replied yes. A motion was made by Kodada and seconded by Webb to approve Resolution 2022-41. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.
- e. Consider Approval to Reschedule the Thursday, November 24, 2022 to Monday, November 21, 2022  
Erickson said this is an annual item because the City Council meets the 2<sup>nd</sup> and last Thursdays of each month and in November the last Thursday is Thanksgiving. He said staff was recommending rescheduling the meeting to November 21<sup>st</sup> unless another date worked better for the City Council. Pelava asked if the meeting would be at 7:00 pm. Erickson said yes. A motion was made by Pelava and seconded by Furrer to reschedule the November 24, 2022 City Council meeting to November 21, 2022 at 7:00 pm. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.
- f. Consider Approval of a Proposal Submitted by WSB in the Not-to-Exceed Amount of \$8,345.00 for Engineering Services for City Utility Improvements Associated with the CSAH 4 Project  
Erickson said during the 2023 budget process, staff recommended incorporating City utility improvements into the CSAH 4 reconstruction project and the City Council supported that recommendation. He said he obtained a proposal from WSB to complete the work necessary to incorporate the utility work in the reconstruction project. Kodada said it makes sense to tie up any loose ends now and asked if it would be bid with the project or separate. Erickson said the utility work would be included in the County's bid package. Mayor Rud asked if the project was still scheduled for 2023. Guilliams said yes. A motion was made by Kodada and seconded by Furrer to approve the proposal submitted by WSB in the amount of \$8,345.00. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval to Compensation Joe Dornfeld as Interim Public Works Director at Grade 13 /Step 9 \$40.85/hr.)  
 Erickson summarized the August 3, 2022 meeting and said Dornfeld is requesting he be paid the same wage as the Public Works Director. He said it is fair to pay Dornfeld more for assuming more responsibilities. A motion was made by Pelava and seconded by Kodada to approve paying Joe Dornfeld \$40.85/hr. as Interim Public Works Director. Furrer questioned if Dornfeld had the same licenses as Vlasak. Erickson replied no. Furrer said Dornfeld should be paid a step or two less than Vlasak. Mayor Rud asked if there were anymore questions. Furrer asked if Dornfeld’s wage would change back if Vlasak came back. Erickson said yes. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.
- h. Consider Approval of Resolution 2022-42 a Resolution Approving a Quote Submitted by Timm’s Trucking in the Amount of \$19,967.00 for the 3<sup>rd</sup> Ave SW Drain Tile Improvement Project  
 Guilliams said this improvement was part of the 2021 street project and he received two bids. He said the City Council agreed to fixing the issue at the Neighborhood Meeting and Improvement Hearing associated with the project. Mayor Rud asked if the drainage was a private matter. Guilliams said both and it was pre-existing. Erickson said there is a deep swale that was previously constructed by the City and the proposed improvements are associated with the swale as well. Kodada said it should be part of the as-builts and he does remembers this being brought up at prior meetings. A motion was made by Kodada and seconded by Pelava to approve Resolution 2022-42. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.
- i. Consider Approval of Application for Payment No. 4 in the Amount of \$508,969.78 to BCM Construction for the 2022 Street and Utility Improvement Project  
 Guilliams reviewed the pay request and said it was for curb and gutter, base course paving and the bituminous wedge. Mayor Rud asked if everyone is happy. Guilliams said yes. Mayor Rud asked if there were any resident complaints. Guilliams said very little. Mayor Rud said it is nice to have the project done early. A motion was made by Kodada and seconded by Webb to approve Application for Payment No. 4 in the amount of \$508,969.78. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.
- j. Consider Approval of Pay Request No. 1 in the Amount of \$37,151.31 to Crane Creek Asphalt for the 2022 Trail Improvements Project  
 Guilliams reviewed the project, its location and recommended approval of Pay Request No. 1 in the amount of \$37,151.31. Mayor Rud asked if everyone was satisfied with the work. Guilliams said there are minor punch list items. A motion was made Furrer and seconded by Pelava to approve Pay Request No. 1 in the amount of \$37,151.31. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

k. Consider Approval to Reschedule the September 29, 2022 City Council Meeting to September 26, 2022

A motion was made by Pelava and seconded by Furrer to reschedule the September 29, 2022 City Council meeting to September 26, 2022 at 7:00 pm. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

**11. OTHER BUSINESS**

a. Staff Reports

*Interim Public Works Director*

Dornfeld said staff is busy getting things ready for Community Days, working on the Willow Creek Dr. SE trail repairs and sign replacement. He said the materials are in for the dugout roof and the department will be conducting the annual sidewalk survey. Mayor Rud asked if Public Works has been coordinating with the Chamber on Community Days. Dornfeld said yes.

*City Engineer*

Guilliams said the wear course of pavement was placed on the 2021 street project and they are working on punch lists for both the 2021 and 2022 street projects. Mayor Rud asked if the warranty was two years. Guilliams replied yes. Kodada asked if the replaced curbs had been backfilled. Guilliams said he believed they were. Kodada said there are two that are not. Guilliams said they would be taken care of.

*City Administrator*

Erickson said he has been working on the 2023 budget, the EDA's 2023 SCDP grant application, meeting with Villages of Lonsdale next week, conducting liquor store interviews next and the attending the TCU new teacher tour on the 25<sup>th</sup>. He said the Accounting Technician will be starting on August 22<sup>nd</sup> and thanked the Police Department, Public Works and especially Tami Brokl for stepping up while City Hall is short staffed.

*City Planner*

None

b. Council Reports

*Council Member Webb*

None

*Council Member Kodada*

Kodada said Nite-2-Unite was good and well received.

*Council Member Furrer*

Furrer stated the EDA is meeting next week and liquor store interviews are on August 18<sup>th</sup>.

*Council Member Pelava*

Pelava said it is less than 36 hours until Community Days and volunteers are still needed.

*Mayor Rud*

Mayor Rud thanked Community Days volunteers, said the developer of a proposed car wash is holding a neighborhood meeting on the 18<sup>th</sup> at the Coffee Fool and encourage those interested to attend. He said it would be nice to find an acceptable solution. He said he has spoken to a developer about housing west of the Villages of Lonsdale to build nice homes that fit with the homes further to the west. He said Community Days is a lot of work and said it does not happen without volunteers. Thank you!

## **12. ADJOURNMENT**

A motion was made by Kodada and seconded by Furrer to adjourn the meeting. Vote for: Webb, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 7:46 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator