

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
AUGUST 13, 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, Fire Chief Dave Pfluke

**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 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, additions, or deletions to the Minutes.

A motion was made by Kodada and seconded by Cherney to approve the Minutes from the July 30, 2020 Board of Appeals and Adjustment Meeting and the July 30, 2020 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**

None

## 9. OLD BUSINESS

None

## 10. NEW BUSINESS

- a. Consider Approval to Make a Conditional Job Offer to Joshua Dias as Fire Fighter – Dave Pfluke Fire Chief

Pfluke said that 7 applicants applied for the position of fire fighter, 6 were selected to interview, and 2 applicants were recommended for hire: Joshua Dias and Travis Powers. The Council reviewed Dias' and Powers' experience and qualifications. Furrer said that Dias has already some extensive training. Pfluke agreed, stating that Dias is pretty much ready to go.

A motion was made by Kodada and seconded by Pelava to make a conditional job offer to Joshua Dias as Fire Fighter. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval to Make a Conditional Job Offer to Travis Powers as Fire Fighter – Dave Pfluke, Fire Chief

Pfluke said that the Interview Committee also recommended making a conditional job offer to Travis Powers. Cherney asked about the costs associated with hiring someone and any legal obligations due to concern of newly trained firefighters leaving right away. Pfluke said that it is about \$8,000 to put a new firefighter on the Fire Department.

A motion was made by Cherney and seconded by Pelava to make a conditional job offer to Travis Powers as Fire Fighter. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of Resolution 2020-32, a Resolution Designating an Official Appointment to the Lonsdale Public Library Board – Joel Erickson, City Administrator

Erickson said that Barbara Uhl recently resigned from her position on the Library Board. He said that applications from two residents interested in the position were submitted, including Gina Kammer and Joe Moravchik. Erickson explained that Kammer was recommended by the Interview Committee because she was a children's book editor and is currently an author and editor of fiction and children's nonfiction books. Rud said that Moavchick was also a great candidate, and he suggested that Moavchick be placed on the Board, if another opening comes up. Pelava said that it is good problem to have such great applicants.

A motion was made by Cherney and seconded by Furrer to approve Resolution 2020-32, a resolution designating Gina Kammer to the Lonsdale Public Library Board. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval of Resolution 2020-33, a Resolution Approving a 2020 CARES Act Grant County and Municipal Agreement and Authorizing the City Administrator to Sign the Agreement – Joel Erickson, City Administrator

Erickson said that the City of Lonsdale is being requested by Rice County to provide them the City's allocation of CARES Act funding as it relates to the 2020 state primary and general election in the amount of \$1,394.00. He explained that Rice County provided all of the necessary COVID-19 preparedness and PPE supplies necessary to conduct the primary election. Erickson said that Lonsdale did not incur any expenses relating to COVID-19 preparedness and PPE supplies for the election.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2020-33, a Resolution approving a 2020 CARES Act Grant County and Municipal Agreement and authorizing the City Administrator to sign the Agreement. 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. 2 in the Amount of \$24,700.00 for the "Trcka Park Building – Labor" Project Submitted by KA Witt – Joel Erickson, City Administrator

Erickson provided an update on the Trcka Park Project. He explained that labor and material expenses are being separated out because of the sales tax savings to the City. He said that that payment is for framing and project management. Erickson said that 50% of the expense will be reimbursed through the MN DNR grant. He stated that the substantial completion date is September 15<sup>th</sup>. Kodada asked about any problems getting materials. Erickson said that there is an 8-12 week lead time on the 2½ hose bib. Cherney asked about what happens if the project is not finished in time. Erickson said that the contract does address liquidated damages.

A motion was made by Cherney and seconded by Kodada to approve the Application for Payment No. 2 in the amount of \$24,700.00 for the "Trcka Park Building – Labor" 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. 2 in the Amount of \$25,002.10 for the "Trcka Park Building – Material" Project Submitted by KA Witt – Joel Erickson, City Administrator

The Council reviewed the Staff Report and pay request for the materials portion of Payment No. 2 for the Trcka Park Building Project.

A motion was made by Furrer and seconded by Pelava to approve Application for Payment No. 2 in the amount of \$25,002.10 for the "Trcka Park Building – Material" Project. 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. 2 in the Amount of \$63,491.00 for the “Trcka Park Sewer, Water and Rink Prep” Project Submitted by KA Witt – Joel Erickson, City Administrator

The Council reviewed the Staff Report and pay request for the sewer, water, and rink prep portion of Pay Request No. 2.

A motion was made by Kodada and seconded by Cherney to approve Application for Payment No. 2 in the amount of \$63,491.00 for the “Trcka Park Sewer, Water and Rink Prep” Project. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- h. Consider Approval of Application for Payment No. 3 in the Amount of \$406,832.75 to A-1 Excavating, Inc. for 2nd Ave SW Area Street and Utility Improvement Project – John Powell, City Engineer

Powell said that the pre-construction meeting was held back in late-April, and he said that construction activity started in early-May. He said that the Substantial Completion date for the project is September 11, 2020. Powell said that all water, sewer, and stormwater work has been completed. He said that concrete curb and gutter has been placed and most of the concrete flatwork has been completed. Powell said that the payment request is for roadway grading and placement of sand base, aggregate base placement, concrete work, retaining wall construction, and drain tile installation. Powell said that the project is running at or near budget, and he mentioned that once the tracer wire is tested, that will be included in the next pay request. In regard to a question from Cherney, Powell explained what a tracer wire is and why it is installed.

A motion was made by Kodada and seconded by Cherney to approve Application for Payment No. 3 in the amount of \$406,832.75 to A-1 Excavating, Inc. for 2nd 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.

- i. Consider Approval of Application for Payment No. 1 in the Amount of \$125,178.61 to Pember for the Trcka Park Ice Rink Prep – John Powell, City Engineer

Powell said that KA Witt Construction was responsible for initial ice rink pad grading and prep work, and Pember Companies was limited to the placement of aggregate base and installation of the concrete slab. He asked the Council to consider approval of Payment No. 1 for work completed through July 31, 2020, including aggregate base, concrete pavement, and pavement reinforcement. He said that the payment represents 95% of the contract and 5% for the standard 5% retainage.

A motion was made by Kodada and seconded by Pelava to approve Application for Payment No. 1 in the amount of \$125,178.61 to Pember for the Trcka Park Ice Rink Prep. Vote for: Cherney, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- j. Consider Approval of Application for Payment No. 1 in the Amount of \$66,134.96 to Nielson Blacktopping and Concrete, Inc. for the Deer Ridge Area Mill and Overlay Project – John Powell, City Engineer

Powell said that the Substantial Completion date for the Deer Ridge Area Mill and Overlay Project was July 17, 2020. He said that all the concrete curb and bituminous paving work has been completed. Rud stated that the project turned out pretty good after some concrete curb problems. Powell recommended approval of Payment No. 1 to Nielson Blacktopping and Concrete, Inc., which includes the standard 5% retainage.

A motion was made by Pelava and seconded by Furrer to approve application for Payment No. 1 in the amount of \$66,134.96 to Nielson Blacktopping and Concrete, Inc. for the Deer Ridge Area Mill and Overlay 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*

N/A

*City Engineer*

Powell provided an update on the on-going preparation and upcoming meetings for next year's street project in the old southwest section of town.

*City Administrator*

Erickson provided an update on the CARES Act grant funding program in Lonsdale. He said that to-date, 13 inquiries have been received, with 8 submitted applications, and 3 complete applications. He said that over \$28,000 has been requested so far, and \$10,500 has been approved. Erickson said that he has approximately 7 hours of administration time into the grant processing requests, which he explained is an eligible expense for reimbursement. The Council discussed potential reasons why more businesses haven't come forward, suggested further advertising the grant opportunity. They also talked about re-evaluating the criteria and potentially adding another round of funding.

Erickson said that he attended a Fire Board meeting, and he stated that the member townships are satisfied with Lonsdale's service. Erickson provided an update on the 2020 Primary Election. He said that the architects for the Police Department Project will be attending the next Council meeting to provide an update on the project. Police Department Planning Committee Member Pelava provided a brief update. The Council discussed the potential need for having officers at the General Election to help people feel safe. Erickson said that there will be a budget meeting on August 24<sup>th</sup>.

*City Planner*

Baker stated that Triumphant Life Church may be holding an outside worship service on their land in the Rolling Ridge Market Place on Sunday mornings during the rest of August and early-September. He said that over 20 grading as-built surveys from 2019 are currently under review and that sodding of yards should come soon after. Baker also provided an update on new home permits.

b. City Council / Department Reports

*Council Member Cherney*

Cherney thanked the members of the Advisory Board Interview Committee. He said that he plans to help the liquor store improve its entryway. Cherney also asked for an update on the Council Chambers audio/visual equipment for live broadcasts of the Council meetings. Erickson provided an update.

*Council Member Kodada*

Kodada gave an update from the August 11<sup>th</sup> Park Board meeting, including 2 Venture Crew Eagle Project presentations from Brianna Harper and Kelsea Pelava. He thanked the Public Works Department for their work on repairing the Co Rd 33 trail and fence over Heath Creek. Kodada said that the Vets Memorial Park now has room for 11 more paver stones, since the recent expansion.

*Council Member Furrer*

Furrer said that the EDA will meet next week.

*Council Member Pelava*

Pelava provided an overview on the Police Department Project architectural meetings. The Council discussed a new business up on Industrial Park Drive SE.

*Mayor Rud*

Rud thanked the election judges for their help with the Primary elections. He also said that the construction around Lonsdale is quite remarkable.

**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 7:52 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator