

**MINUTES  
CITY OF LONSDALE  
SPECIAL CITY COUNCIL MEETING  
AUGUST 16, 2021**

**1. CALL TO ORDER**

Mayor Rud called a meeting of the Lonsdale City Council to order in the Lonsdale City Council Chambers at 6:01 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, Public Works Director Russ Vlasak, Library Director Marguerite Moran and Chief of Police Jason Schmitz

**4. APPROVAL OF AGENDA**

Mayor Rud asked if there were any additions, deletions or corrections to the Agenda. A motion was made by Pelava and seconded by Cherney to approve the agenda as presented. Roll Call Vote for: Cherney, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

**5. APPROVAL OF MINUTES**

None

**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. Discuss the City's 2022 Annual Budget

Erickson stated that at previous 2022 Budget Meetings, the Council reviewed property tax levy options, short/long term goals, staffing levels, equipment needs, capital improvements, wages/benefits, the America Rescue Plan, debt service, parks and streets. He said the proposed property tax levy will generate an additional \$203,750 and the average tax increase will range between \$85 and \$264.

Erickson said staff was requested to research City Council compensation. He said he used the League of Minnesota Cities salary survey information and also contacted Montgomery, New Prague and Elko New Market. He said based in the information, the City Council and Mayor are paid less than the average compensation. Rud asked the City Council for their input. Cherney said he would like to hear from others and he would like the per meeting compensation replaced with a per month compensation. He said he thought by raising the compensation, there would be increased interested from residents to run for Mayor or City Council. He recommended raising City Council compensation to \$300.00 per month and \$400.00 per month for the Mayor. He reminded everyone that if desired, wages can be donated back to the City. Kodada said he would be okay with a slight increase but keep the per meeting compensation. Furrer said the per month compensation is slick but likes the per meeting compensation. Pelava said he agreed. Rud asked staff to look into including a CPI increase, like City staff to keep the compensation current. Erickson said he would draft an ordinance for consideration at an upcoming meeting.

Erickson said the City Council expenses consist of City Council compensation, office supplies and training/education. He asked the City Council if any wanted to attend the LMC annual conference in Duluth. Erickson said the LMC is holding a newly elected official conference in February of 2022. The Council agreed that any new elected official should attend the training. Cherney asked if the City's election vendor was tied to Dominion. Erickson said he did not believe so but would verify that.

Erickson said the American Rescue Plan has been discussed at past meetings and he was requested to include it for discussion at this meeting due to several businesses looking for financial assistance. Erickson reviewed past discussions on the matter. Pelava asked if the money needs to be returned if not spent. Furrer said the City has until December 31, 2024 to spend the funds received. Kodada said he was not opposed to providing financial assistance but that the application for this round should be detailed and the necessary information provided so it can be determined if there is an actual need. Rud agreed with the applicants needing to justify their request. Cherney also agreed with the justification component. Kodada said the application/criteria for the first round of funding was made easy to receive funding. Erickson said he would research criteria used by other cities and incorporate them into the application. The City Council discussed the importance of communication of the available funding to businesses. Erickson said he would use the business list being worked on with the Chamber.

Erickson reviewed the revenues and expenses for Administration. Cherney asked how LGA is calculated. Erickson explained some of the components used to determine a City's LGA. Cherney said he would like to see funding allocated for a Deputy City Administrator and how the City can receive more LGA. Kodada asked if funds were allocated for new windows at City Hall. Erickson said no and that he is working with the Building Official on a bid sheet for the windows. Rud asked when the City will get the Census numbers to see if the City qualifies for Municipal State Aid for street repairs. Erickson said he has only heard the numbers are delayed due to COVID-19. Rud asked Erickson to provide an update on City Engineer John Powell leaving WSB. Erickson said late on August 13<sup>th</sup>, Powell informed him that he was leaving WSB for another opportunity and that his last day will be August 27<sup>th</sup>. He said he had already been in contact with WSB regarding the transition and options for a new City Engineer. Erickson said he would be meeting with WSB next week to meet a proposed City Engineer and that WSB will be at the August 26<sup>th</sup> City Council meeting to go over the transition and answer any questions the City may have. The City Council discussed whether or not to go out for RFP's for engineering services. Erickson said with the current projects, etc. and not knowing the proposed engineer, he recommended not going out for RFP's at this time if a change was not going to happen.

Erickson reviewed the revenues and expenses proposed for the Police Department. Kodada asked if the City was going to pursue purchasing body cams. Chief Schmitz reviewed a quote received for body cams, the policies that have to be in place before implementing them, amount of additional staff time necessary, etc. Cherney asked what the downside of body cams is. Schmitz said the amount of staff time necessary to provide data requests. Cherney asked if the Chief or City Council was going to make a recommendation/decision and what Schmitz wanted. Schmitz said for transparency and officer safety reasons he was recommending implementation of body cams. Furrer asked what body cams other agencies were using. Schmitz said agencies use body cams that are compatible with the squad cameras because the two systems communicate with each other. Kodada asked if the majority of staff time is for data requests and not day to day operations. Schmitz replied yes. Furrer asked what the timeline for implementation would be. Schmitz said three to four months due to needing to approve policies, get BCA approval, etc. Pelava asked if the department had three or four squads. Schmitz said four. Furrer said that proceeds from Lonsdale Liquor could be used and if allowable COVID-19 funding. Kodada recommended going down the path of implementing body cams. The City Council agreed.

Erickson said the EDA will be meeting next week and their 2022 budget is on the agenda. Cherney asked if the EDA has to authority to spend money. Erickson said the only thing they cannot do without City Council approval is issue bonds.

Erickson reviewed the revenues and expenditures for the Library. He provided a summary of what Archive Social does. Cherney asked Moran if the Library has gotten the larger meeting room back from the Villages of Lonsdale. Moran said yes because the Library is open again and using the meeting room. Furrer asked when the computers will be exchanged. Moran said in the fall. Furrer asked if all computers will be exchanged. Moran said yes. She provided an update on the summer reading program, which had 255 participants, which is back to 2019 levels, they provided 863 packets and Library staff is excited to see patrons again.

Erickson said the City Council should discuss what transfers from Lonsdale Liquor will be used for going forward. He said in the past, Parks has received the majority of the funding. He said in the past, the funds were used for big picture items and not day to day items typically funded by the property tax levy. Rud said the funds should be used for unique situations. Pelava asked if, to make development more feasible for developers, if the parkland dedication required for Harmony Meadows 2<sup>nd</sup> Addition be waived. Rud and Kodada said the requirement was already met with the dedication of 10 acres where Treka Park is. Rud said in talking with several developers, the cost for new lots in Lonsdale will be between \$100,000 and \$120,000, which is expensive. Kodada said developers should be contacted so construction can begin in the spring. The City Council held general discussion on lots available, cost, etc. Cherney said in Burnsville, they removed the parkland dedication requirement. He commented on creating an Infrastructure Trust Fund and using sewer proceeds as the seed money.

Erickson reviewed the revenues and expenses for the Park Department. Cherney asked if funds have been allocated for new lights for the DRS ballfield. Erickson replied no. Cherney asked if they should be included. Rud said with not planning for a street project in 2023, that would be the time to issue bonds for lights, equipment, etc. Furrer said the Minnesota Twins have a grant program and the Ace's have donated to projects in the past.

Erickson reviewed the revenues and expenses for the Street Department. He said that street maintenance was reviewed at the last budget meeting.

Erickson said the next budget meeting is scheduled for August 30<sup>th</sup> and enterprise funds will be discussed. Kodada suggested talking to developers about development and associated costs to stay ahead of running out of lots. Vlasak said it is too bad the Bixby property was not sold.

## **11. OTHER BUSINESS**

None

## **12. ADJOURNMENT**

A motion was made by Kodada and seconded by Pelava to adjourn the meeting. Vote for: Cherney, Kodada, Rud, Furrer and Pelava. Roll Call Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 7:24 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator