

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
SEPTEMBER 26, 2013**

**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: Daleiden, Kodada, Rud, Furrer, and Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, Public Works Director Russ Vlasak, & Engineer Kevin Kawlewski

**4. APPROVAL OF AGENDA**

Mayor Rud asked if there were any corrections, additions, or deletions to the agenda.

A motion was made by Daleiden and seconded by Kodada to approve the agenda as presented. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

**5. APPROVAL OF MINUTES**

A motion was made by Pelava and seconded by Furrer to approve Minutes from the August 27, 2013 Regular Meeting, the September 5, 2013 Special Meeting and the September 12, 2013 Regular Meeting. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

**6. PUBLIC HEARINGS**

**7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS**

None

**8. APPROVAL OF THE CONSENT AGENDA**

A motion was made by Kodada and seconded by Furrer to approve the consent agenda as follows:

- a. Monthly Bills
- b. Treasurer’s Report
- c. Board and Commission Minutes

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

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

- a. Presentation of a Waste Management Youth Recycling Green Team Check to Girl Scout Troop 25432 for Recycling 34.5 Tons of Cardboard and Mixed Paper – Mike Donnelly, Waste Management

Mike Donnelly of Waste Management presented Girl Scout Troop 25432 a check for \$518.00 for recycling 34.5 tons of cardboard and mixed paper. Donnelly thanked the girls for their recycling efforts which saved trash from going into the landfill. The Council congratulated Troop 25432, and they thanked Waste Management for helping with the Green Team program.

- b. Consider Approval of the City’s 2013/2014 Property and Casualty Insurance Premium in the Amount of \$69,358.00 – Pete Flicek, Insurance Agent

City Insurance Agent Pete Flicek presented the Council with the City’s property/casualty insurance policy renewal rates and details. Flicek noted that the City’s premium is slated to increase by 9% because of recently installed play equipment, new 800 mHz radio equipment, and due to a substantial increase in claims paid out compared to prior years. He reviewed a premium comparison sheet showing categories and premiums for the last three years. Pelava asked about vehicle insurance rates. Flicek said that vehicles are assigned a risk and value.

A motion was made by Daleiden and seconded by Pelava to approve the City’s 2013/2014 property and casualty insurance premium in the amount of \$69,358.00. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

c. Update on Forfeiture of 2011 Chevy 2500 Chevy Silverado – Jason Schmitz, Chief of Police

Erickson provided the Council with an update on the forfeited 2011 Chevy 2500 Silverado. He noted that the Police Department did receive a bid of \$28,000.00 in August for the vehicle. He said that after all the related/required expenses are paid, the Police Department will be able to keep \$7,401.28. Pelava stated that the forfeited vehicle money must be used specifically for DUI enforcement.

d. Consider Approval of Resolution 2013-39, a Resolution Establishing and Appointing Representatives to the City of Lonsdale's Absentee Ballot Board – Joel Erickson, City Administrator

Erickson explained that the City is holding a City General Election on November 5, 2013 and is required by the State of Minnesota to establish and appoint an Absentee Ballot Board. He said that the Rice County Auditor/Treasurers Office has offered to provide the service at no cost to the City because there are several elections being held throughout the County.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2013-39, a resolution establishing the Rice County Auditor/Treasurers Office as the City of Lonsdale's Absentee Ballot Board. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

e. Consider Approval of Resolution 2013-40, a Resolution Approving Public Auction of Tax Forfeited Property in the City of Lonsdale – Joel Erickson, City Administrator

Erickson stated that the City was recently made aware from the Rice County Auditor/Treasurers Office that five parcels in Lonsdale have been tax forfeited to the State of Minnesota. He explained that according to Statute §282.01, the City is required to: 1) approve the parcels for public auction, 2) action to adjacent owners, or 3) request a conveyance to the City of Lonsdale for a public purpose. The Council reviewed the list of five tax forfeited properties.

A motion was made by Daleiden and seconded by Kodada to approve Resolution 2013-40, a resolution approving public auction of tax forfeited property in the City of Lonsdale. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

f. Consider Approval of Resolution 2013-41, a Resolution Scheduling a Public Hearing to Reassess the 80<sup>th</sup> Improvement Project – Joel Erickson, City Administrator

Erickson explained that four out of the five lots that were forfeited to the State for non-payment of taxes were located on vacant lots within the Legacy Meadows subdivision. He said that the City needs to reassess the Idaho Street / 80<sup>th</sup> Street Improvement Project because all the assessments were placed on the four tax forfeited lots. He noted that no portion of the assessments, totaling \$421,796.58 in principle, have been paid. He suggested that the City reassess the project, to recoup the levied assessments.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2013-41, a resolution scheduling a public hearing to reassess the Idaho Street / 80<sup>th</sup> Street Improvement Project. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

g. Consider Approval of Resolution 2013-42, a Resolution to Contract With a Councilmember – Joel Erickson, City Administrator

Erickson explained that Lonsdale Liquor received embroidered uniforms from Five Star Embroidery in the amount of \$263.00. He further explained that the City needs to adopt a resolution and the Councilmember must sign a conflict of interest affidavit.

A motion was made by Pelava and seconded by Kodada to approve Resolution 2013-42, a resolution to contract with a councilmember. Vote for: Daleiden, Kodada, Rud, and Pelava. Vote against: None. Abstained: Furrer. Vote: 4-0-1. Motion carried.

h. Review Site Plan Ideas for a Proposed Compost Site, Archery Range and Soccer Fields Along Garfield Avenue (within the Lonsdale Business Park Plat) – Ben Baker, City Planner

Baker asked the City Council to provide comments on a proposed site plan for the City compost area, an archery range, and possible soccer fields along the future Pond View Drive SE extension through the Lonsdale Business Park plat. The Council reviewed the site plan and provided comments. Rud liked the idea of having a treeline behind the compost site and archery range. Pelava said that the berm will work as a nice safety backstop for any stray arrows. Overall, the Council liked the proposed site plan and said that the site will be a good location for all three uses. The Council stated that a temporary gravel surface should be constructed off of Garfield and into the compost site. Erickson noted that the current compost site will be maintained through the end of the season, and then everything will be directed up to the new Garfield Avenue compost site.

The Council agreed with the presented compost site, archery range, and soccer field site plan layout.

i. Consider Approval to Authorize Staff to Solicit Sealed Bids for a Packer – Russ Vlasak, Public Works Director

Vlasak stated that the City purchased a newer packer in 2012, but that piece of equipment is no longer needed. He recommended advertising the packer for sealed bids.

A motion was made by Kodada and seconded by Pelava to authorize Staff to solicit sealed bids for a packer. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

j. Consider Approval to Authorize Staff to Solicit Sealed Bids for a 1979 International Truck and Plow Equipment – Russ Vlasak, Public Works Director

Vlasak stated that the City recently purchased a 2003 Sterling truck/plow equipment, and the 1979 International is no longer needed. He recommended advertising the truck for sealed bids.

A motion was made by Kodada and seconded by Furrer to authorize Staff to solicit sealed bids for a 1979 International truck and plow equipment. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

k. Consider Approval to Authorize Staff to Solicit Sealed Bids for a 2000 Ford Crown Victoria – Russ Vlasak

Vlasak stated that he anticipates replacing the 2000 Crown Victoria with a new 2014 F-150 later this year. He recommended advertising the car for sealed bids.

A motion was made by Daleiden and seconded by Pelava to authorize Staff to solicit sealed bids for a 2000 Ford Crown Victoria. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

l. Consider Approval of an Agreement Between the City of Lonsdale and Tri-City United School District # 2905 – Joel Erickson, City Administrator

Erickson said that the City was recently approached by Tri-City United School District in regards to TCU borrowing bleachers from the City of Lonsdale for overflow seating at football games in Montgomery. Erickson stated that with no scheduled activities needing bleachers at any of the City parks over the next two months, City staff is recommending TCU use the bleaches so long as TCU is responsible for transportation and any damage. The Council agreed that it would be a nice gesture and good will on behalf of the City to loan out the bleachers to the local school district.

A motion was made by Pelava and seconded by Kodada to approve an agreement between the City of Lonsdale and Tri-City United School District # 2905. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

m. Consider Approval to Terminate the Joint Powers Agreement for the City of Elko New Market's Part-Time Utilization of a City of Lonsdale Employee – Joel Erickson, City Administrator

Erickson explained that during the 2014 budget process, the City Council indicated their desire to terminate the JPA between the City of Lonsdale and the City of Elko New Market for shared planning/zoning services. Erickson said that City Planner Ben Baker will have more time available to devote to City initiatives, such as marketing, assistance with the business park, website updating, and ordinance review. He said that the JPA requires a 90-day written notice to terminate the agreement, but he stated that Baker will work for the City of Elko New Market until December 31, 2013. The Council thanked Baker for his hard work and ability to be flexible during the slower economy.

A motion was made by Kodada and seconded by Pelava to approve the termination of the Joint Powers Agreement for the City of Elko New Market's Part-Time utilization of a City of Lonsdale Employee. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

## **11. OTHER BUSINESS**

### **a. Project Reports**

- Vlasak said that the Public Works Department has been busy working at the waste water treatment facility in anticipation of hauling bio-solids. Vlasak stated that the Idaho Street repairs should begin during the first part of October. He also mentioned that they will begin work on the DRS Field irrigation system next week.
- Erickson presented the Council with a letter from Fahrner Asphalt Sealers, and he explained that Fahrner would be back in town sometime this Fall to redo some of the trails. Rud and Kodada stated their disappointment with the recently sealed trail work completed by Fahrner. They directed the Public Works Department to get the issue fixed as-soon-as-possible.
- Baker noted that the new grass was coming up at Sticha Park. He said that 1/3 of the larger Sticha Park trees were recently planted by Andy Jirik. He stated that the Public Works Department will be constructing a mini-boardwalk bridge in Kalina Park this Fall.

### **b. Council / Department Reports**

#### *Council Member Daleiden*

Daleiden reported that traffic numbers were down at the liquor store, but profit numbers were still positive.

#### *Council Member Kodada*

Kodada provided a brief update on City park projects.

#### *Council Member Furrer*

Furrer said that the EDA met last week to work on updating the Economic Development section of the City's Comprehensive Plan.

#### *Council Member Pelava*

Pelava said that City Staff is currently meeting with GIS professionals to get help with bringing the City's map data eventually in-house. He also mentioned that Lonsdale Packaging is planning to come to the October 17, 2013 Planning Commission meeting for site plan review of a new 17,000 sq. ft. building expansion on their current site.

*Mayor Rud*

Rud announced the upcoming American Legion Auxiliary dinner, and he suggested that a few City officials meet with them regarding ideas/locations for a possible veteran's memorial in town. He also stated that the Lions pancake breakfast is coming up in October.

**12. ADJOURNMENT**

A motion was made by Daleiden and seconded by Kodada to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 8:04 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator