

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
SEPTEMBER 26, 2019**

**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: Kevin Kodada, Tim Rud, Cindy Furrer

Members Absent: Steve Cherney and Scott Pelava

City Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, City Engineer John Powell, Public Works Director Russ Vlasak, Police Chief Jason Schmitz

**4. APPROVAL OF AGENDA**

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

A motion was made by Kodada and seconded by Furrer to approve the agenda as presented. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. 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 Furrer and seconded by Kodada to approve the Minutes from the September 12, 2019 Regular Meeting. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

**6. PUBLIC HEARINGS**

None

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

None

**8. APPROVAL OF THE CONSENT AGENDA**

Mayor Rud asked if anyone wanted any items on the Consent Agenda pulled for discussion.

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: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0.  
Motion carried.

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

- a. Consider Approval of the City’s 2019/2020 Property and Casualty Insurance Policy in the Amount of \$82,607.00 – Pete Flicek, Flicek Insurance Agency  
City Insurance Agent Pete Flicek went through the City’s proposed property and casualty insurance coverage for the 2019-2020 policy year. He went through the premium comparison sheet, which showed each insurance category for the past 3 years. He said that the rates have gone up from last year by about 2%, and he attributed most of that to the cost of construction in the event that a structure needed to be replaced. He said that the City has a \$1,000 deductible per occurrence. Furrer asked about the newly decommissioned lift station. Flicek and Erickson said that the Lift Station and some of the current vehicles for sale will soon come off the policy. Erickson said that Well No. 5 was added.

A motion was made by Kodada and seconded by Furrer to approve the City’s 2019/2020 Property and Casualty Insurance Policy in the Amount of \$82,607.00. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

- b. Consider Approval of a Request by the Lonsdale Crawl to Close Railway St. NW and 2<sup>nd</sup> Ave NW on Saturday, October 19, 2019 Between 7:30 am and 10:30 am for the 6<sup>th</sup> Annual Lonsdale Crawl, Walk and Run Against Cancer – Devin Reyes, Crawl Crew  
Lonsdale Crawl Founder and Director Devin Reyes provided the Council with an update and schedule of events for the 6<sup>th</sup> Annual Lonsdale Crawl coming up during MEA Weekend in October. She said that an additional day was added for a spaghetti feed and the Dakota Ramblers Band event. Reyes asked the City for help from the Public Works, Fire Department, and Police Department,. Reyes said that the Crew’s tagline we are each given a chance to do amazing in this life, what will you do with yours. The Council reviewed a map of the proposed run/walk route and road closures.

A motion was made by Kodada and seconded by Furrer to approve to close Railway St. NW and 2<sup>nd</sup> Ave NW on Saturday, October 19, 2019 between 7:30 am and 10:30 am for the 6<sup>th</sup> Annual Lonsdale Crawl, Walk and Run Against Cancer. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

- c. Consider Approval of a Quote in the Amount of \$30,536.00 Submitted by Dodge of Burnsville for a 2020 Dodge Durango Pursuit – Jason Schmitz, Chief of Police  
Police Chief Jason Schmitz said that the Police Department currently has three fully equipped squad cars used for patrol. He said that the Department is on a two year replacement schedule, and the 2013 Ford Taurus is scheduled to be replaced next year. He said that there is a fund balance of \$46,791 for patrol vehicles. Schmitz said that the City can save about \$5,500 by going with a Dodge compared to a Ford. The Council reviewed three quotes for a Dodge Durango Pursuit. Schmitz recommended going with the low bid from Dodge of Burnsville for \$30,536.00, which includes a trailer tow group and 1 OEM key. Furrer asked if the officers will be able to fit comfortably into the vehicle. Schmitz said that it will be similar to the vehicle style that is currently used by the Department. Kodada asked about the colors. Schmitz said that the colors will be the same.

A motion was made by Kodada and seconded by Furrer to approve a quote in the amount of \$30,536.00 submitted by Dodge of Burnsville for a 2020 Dodge Durango Pursuit. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

d. Consider Approval to Appoint Scott Sticha as Assistant Fire Chief of the Lonsdale Fire Department – Joel Erickson, City Administrator

Erickson explained that with the retirement of Shannon Morsching from the Lonsdale Fire Department, it created a vacancy in the Assistant Fire Chief position. He said that the vacancy was advertised for 2 weeks and 3 applications were received. He said that an interview committee was formed, which included 3 firefighters and the Human Resources Committee members. He said that the Committee met last week and recommended approval of Scott Sticha. Erickson explained that Sticha will fill the remainder of the Morsching's term. Rud said that there were 3 excellent candidates, but Sticha stood out due to his experience and personality. Furrer agreed that all three candidates were good.

A motion was made by Furrer and seconded by Kodada to appoint Scott Sticha as Assistant Fire Chief of the Lonsdale Fire Department. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

e. Consider Approval to Reschedule the Following City Council Meetings: October 31, 2019, November 28, 2019 and December 26, 2019 – Joel Erickson, City Administrator

Erickson asked the Council to consider rescheduling the last Thursday Council meeting in October, November, and December to the prior Monday. After reviewing their schedules, the Council agreed to reschedule the meetings to October 28<sup>th</sup>, November 25<sup>th</sup>, and December 23<sup>rd</sup>.

A motion was made by Kodada and seconded by Furrer to reschedule the following City Council Meetings: October 31, 2019, November 28, 2019 and December 26, 2019. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

f. Consider Approval of Resolution 2019-26, a Resolution Setting the Fiscal Year 2020 Preliminary Budget and Property Tax Levy – Joel Erickson, City Administrator

Erickson said that the Council held 6 meetings specifically to discuss the City's 2020 preliminary property tax levy and budget. He said that the proposed levy and budget are based on discussion held at those meetings. Erickson said that the budget is \$10,492,105 and the levy is \$2,092,350, which will reduce the City's Tax Rate to 55.176 or 5.53% and increase revenue by \$22,350 or 1.08%. He noted that it results in a large variation of impact based on how much a residential property's value has increased over the last year. Erickson talked about MVHE, and he said that most businesses in town will see a decrease in City taxes. Erickson highlighted the main budget items within the main categories, including: 1) City Council, 2) Administration, 3) Planning & Zoning, 4) Police, 5) EDA, 6) Library, 7) Debt Service Funds, 8) Parks & Recreation, 9) 2<sup>nd</sup> Avenue SW Project, 10) Water, 11) Sewer, 12) Road & Bridge. He noted that the Fire Department budget for 2020 was approved in February. Erickson read through Resolution 2019-26 in its entirety, which listed the General Fund, EDA, and Debt Service amounts and the total levy amount of \$2,092,350.00.

Resolution 2019-26 included the following points:

1. The City Council has scheduled an agenda item “Discussion and Public Input on the Proposed 2020 City Budget and Property Tax Levy” as part of their meeting scheduled for Monday, November 25, 2019 at 7:00 pm in the City Council Chambers, 414 Central Street West, Lonsdale, MN 55046.
2. Residents may contact the City Administrator at 507-744-2327 with questions relating to the County Auditor’s property tax notice or mail them to: City Administrator, 415 Central Street West, PO Box 357, Lonsdale, MN 55046.
3. The City Council directs the City Administrator to transmit a certified copy of this resolution to the Rice County Auditor/Treasurer.

The Council reviewed the attached Preliminary 2020 Property Tax Levy and Impact spreadsheet and Preliminary 2020 Line Item Budget. Rud thanked the City Administrator, City Staff, Department Heads, and especially the City Council for all their work and time put into the budget. He said that the City cut the tax rate and created a good budget.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2019-26, a Resolution setting the Fiscal Year 2020 Preliminary Budget and Property Tax Levy. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

- g. Consider Approval of Resolution 2019-27, a Resolution Declaring October 15, 2019 as National Pregnancy and Infant Loss Awareness Day in the City of Lonsdale – Joel Erickson, City Administrator

Erickson said that Staff was contacted by Lori Mickelson of Infants Remembered in Silence (IRIS). He explained what the nonprofit organization does to help those who have experienced the death of child during pregnancy. He said that this is a resolution that has been considered by the Council over the past several years. Rud said it is great to push support for a cause like this.

A motion was made by Furrer and seconded by Kodada to approve Resolution 2019-27, a Resolution declaring October 15, 2019 as National Pregnancy and Infant Loss Awareness Day in the City of Lonsdale. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

- h. Consider Approval of a Minnesota Lawful Gambling LG240B Application to Conduct Excluded Bingo Submitted by the Lonsdale American Legion Auxiliary Unit 586 – Joel Erickson, City Administrator

Erickson said that the City received an application for a bingo event at the American Legion on November 8<sup>th</sup> submitted by the Legion Auxiliary. The Council reviewed the request, and Kodada stated that Lonsdale has to have its annual Turkey Bingo event.

A motion was made by Kodada and seconded by Furrer to approve a Minnesota Lawful Gambling LG240B Application to Conduct Excluded Bingo submitted by the Lonsdale American Legion Auxiliary Unit 586. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

- i. Consider Approval of Application for Payment No. 7 in the Amount of \$34,710.52 to S.M. Hentges & Sons, Inc. for the Lift Station No. 1 Decommissioning Project – John Powell, City Engineer

The Council reviewed a memo from the City Engineer and for a pay request from S.M. Hentges & Sons for work on the Lift Station No. 1 Decommissioning Project. Powell provided an update on the project, including the trail, pavement, and restoration work. He said that the proposed payment does account for the standard 5% retainage. Powell said that he expects the final project cost will come in at or under the contract amount.

A motion was made by Kodada and seconded by Furrer to approve Application for Payment No. 7 in the amount of \$34,710.52 to S.M. Hentges & Sons, Inc. for the Lift Station No. 1 Decommissioning Project. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

- j. Consider Approval of Resolution 2019-28, a Resolution Receiving the 2020 Street and Utility Improvement Project Feasibility Report and Calling for a Hearing on the Improvement – John Powell, City Engineer

Powell stated that a feasibility study was completed for the 2<sup>nd</sup> Avenue SW portion of town, and the result said that a reconstruction project was necessary, cost effective, and feasible. The Council reviewed the City Engineer's Feasibility Report Memo, including costs. He said that \$2 million was budgeted for the project, and the total cost estimate came in just under that amount. The Council also reviewed the associated maps, street details, and assessments. Powell said that the assessments will be the same amount as in prior phases in that part of town. Rud said that the streets in that area are in very bad shape. Kodada asked about curb replacement. Powell said that it will be a full replacement with new curb and gutter.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2019-28, a Resolution receiving the 2020 Street and Utility Improvement Project Feasibility Report and calling for a Hearing on the Improvement. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

- k. Consider Approval of a Quote in the Amount of \$14,465.00 Submitted by Buscho Enterprises, LLC for Bio-Solids Hauling and Application – Russ Vlasak, Public Works Director

Vlasak said that the City hauls bio-solids twice a year. He said that Buscho Enterprises was the only company that submitted a bid for the fall application. Vlasak said that Buscho is the only company that has been used for hauling services since the Waste Water Treatment Plant was completed. He noted that the only change in price was due to an increase in fuel. The Council reviewed Buscho's bid proposal.

A motion was made by Furrer and seconded by Kodada to approve a quote in the amount of \$14,465.00 submitted by Buscho Enterprises, LLC for bio-solids hauling and application. Vote for: Kodada, Rud and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

## **11. OTHER BUSINESS**

- a. City Staff Reports

### *Public Works Director*

Vlasak said that the Public Works Department is trimming trees and flushing hydrants. He said that they will be working on installing metal roofs over the next few weeks as well.

### *City Engineer*

Powell said that the pond hillside along the Main Street South Trail near Trcka Park is now seeded with erosion control blanket.

### *City Administrator*

Erickson said that he has been working on health insurance renewals and elections. He stated that he and the Mayor recently met with Representative Rich Draheim, along with other area City officials, to discuss building/land use fees in regard to a recent study claiming that cities are charging excess fees. Rud said that fees should be fair and equitable for both the City and builders/developers, and he said that the City has been fortunate to have had development. Erickson noted that the City's cleaning person submitted her resignation, and he said that Staff is currently working on a plan to fill that service.

### *City Planner*

Baker stated that another Veterans Memorial paver came in early in the day. He said that the Park Board will be working on expansion plans this fall-winter for a proposed summer 2020 construction date. Baker noted that the City received an annexation petition for one of the proposed developments that Garry Tupy talked to the Council about on August 29<sup>th</sup>.

b. City Council Reports

*Council Member Cherney*

N/A

*Council Member Kodada*

Kodada said that the Park Board and Liquor Store Committee will be meeting again in October. Rud stated that the Dog Park Ribbon Cutting Event was very nice.

*Council Member Furrer*

Furrer provided an update on the Library Board and EDA.

*Council Member Pelava*

N/A

*Mayor Rud*

Mayor Rud said that he will be on KCHK radio on Monday, and then at TCU Elementary for the “Mayor for a Day” event. He said that the students typically have some pretty good ideas and are very intelligent.

**12. ADJOURNMENT**

A motion was made by Kodada and seconded by Furrer to adjourn the meeting. Vote for: Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried. The meeting ended at 8:13 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator