

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
SEPTEMBER 28, 2017**

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: Joe Daleiden, Tim Rud, Cindy Furrer and Scott Pelava

Members Absent: Kevin Kodada

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

4. APPROVAL OF AGENDA

Mayor Rud said the agenda went through 10K 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: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. 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 Daleiden and seconded by Furrer to approve the Minutes from the

August 31, 2017 Regular Meeting. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

6. PUBLIC HEARINGS

None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

Mayor Rud stated this was the time for anyone in the audience that is not on the agenda to speak. No one in the audience spoke to the City Council.

8. APPROVAL OF THE CONSENT AGENDA

A motion was made by Pelava 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, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Presentation of a Waste Management Green Team Recycling Check in the Amount of \$733.50 to the Lonsdale Lions for Recycling 48.9 Tons of Mixed Paper and Cardboard
Jonathon Beseman of Waste Management said the Lonsdale Lions were the Green Team during the second quarter of 2017 and also had the second largest amount of recycled materials collected at 48.9 tons. He said he was here to present the Lions with a check in the amount of \$733.50. Beseman said since 2010, Lonsdale civic organizations have recycled 903.80 tons of cardboard/mixed paper and received \$12,954.00 for their efforts. Mayor Rud thanked Beseman and Waste Management for continuing to offering the recycling program.

- b. Consider Approval of the City's 2017/2018 Property/Casualty Insurance Premium in the Amount of \$ 75,984.00

Pete Flicek of Flicek Insurance Agency, insurance agent for the City said the premium rose slightly over 2016 but is less than 2015. He said the renewal is the same as past years. He said municipal liability has increased due to increased expenses of the City, essentially relating to the cost of street reconstruction projects. Flicek said the City had a slow summer as it pertained to insurance claims for hail, wind, etc. Furrer asked if the improvements to the City's Main St. S. parcel would be covered. Flicek said yes it would be covered. A motion was made by Daleiden and seconded by Pelava to approve the City's 2017/2018 Property/Casualty insurance premium in the amount of \$75,984.00. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- c. Neighborhood Meeting Pertaining to the Area No. 5 Phase 4 Street and Utility Improvement Project

Mayor Rud said this was the neighborhood meeting for the Area No. 5 Phase 4 project and it is an opportunity for anyone to ask any questions on the project or provide additional information that will be useful to the City. City Engineer John Powell gave the presentation that covered: (1) general information; (2) purpose of the meeting; (3) project history; (4) project location; (5) proposed improvements; (6) project cost; (7) project financing; (8) assessments; and (9) project timeline. Mayor Rud said the City is looking

for all comments good/bad, for/against, etc. He also said that staff is working to obtaining funding from Rice County for the project because it entails mainly County roads. Powell said the preliminary assessments do not include County funding and are worst case scenario.

Jim Ericson – 213 Main St. S.

Ericson said he understood why the City would only patch Main St. without obtaining funding from Rice County. Mayor Rud explained a project from 2004 where the City needed to get the City's County Commissioner involved to get funding for street improvements. Ericson asked if the sidewalk was going to be replaced as well. Powell said the existing sidewalks would be replaced. He also said Rice County, at a minimum, would complete a double sealcoat on Main St. Ericson asked if the alleys were included in the project. Powell said only the alleys in the downtown area will be paved.

Tom Babin – 401 Main St. S.

Babin said in the winter, run off from 2nd Ave SW flows in the Colorado St. SW curb line east to Main St. S. and freezes, creating a safety hazard. He said that catch basins need to be added to eliminate the freezing water. Powell said the City will install a drain tile in connection with storm sewer improvements that will help with this issue and reduce other run off from sump lines, etc.

Natalie Wiebold – 146 Main St. N.

Wiebold asked about the anticipated interruptions to her business, Salon 146 such as water and parking. Powell said these projects can be very disruptive but the City can account for them in the bid documents by phasing the project, establishing working hours to accommodate businesses.

Steve Perry – 140 Main St. N.

Perry asked about parking. Powell said there will be parking issues but the City will work with business owners to minimize the interruptions as much as possible. Mayor Rud said customers will be able to park in the DRS or Legion parking lots during the project. Powell said parking can be accounted for in the bid documents or impose liquidated damages for exceeding the working days allowed in the project. Powell said the contractor will have to work with businesses to minimize the amount of interruptions to their business. Perry asked if the alley that connects to the DRS parking lot will be changed back to the way it was prior to that project and cut through Micheals property for easier access. Erickson said it is not proposed to change but can be looked at during the final design.

Russ Sirek – 101 Main St. N.

Sirek said spring is very important to the success of his business. He asked if the project could be phased so it does not impact his business until after the spring rush or the possibility of night construction. Powell said those requests could be accommodated but evening construction is not ideal due to the cost increasing and safety concerns. Powell also said Community Days needs to be taken into account. Mayor Rud said typically, construction begins on or after May 15th due to road restrictions. Harold Vosejka asked

if the water main on Main St. S. would connect to the water main in Harmony Meadows. Powell said at this time, it is not included. Mayor Rud and Erickson said the developer of Harmony Meadows is interested in possibly of having water installed to four lots on the east side of Main St S. between where the water main is proposed to end and Hawaii St.

Wiebold asked if the street lights are being replaced on Main St. because the lighting is poor and should be upgraded. Powell said new street lighting is proposed with the project. Vosejпка said Main St. S. could be narrowed because it is so wide when compared to the typical residential street. Erickson said paving of the alleys has come up several times and asked if residents were interested in having them paved. Residents were interested in the alleys being paved depending on cost and who would pay for the work.

Cindy Furrer – 126 Main St. N.

Furrer said she is trying to sell her building and an assessment will have an impact on the sale price up or down. She said she was concerned about the project proceeding without having a commitment from Rice County on financial assistance for the project and said it was critical they be on board with the project.

Babin asked what the speed limit was on Main St. S. and how to lower it. Schmitz said the speed limit on Main St. is 30 mph. Powell said it is up to the Commissioner of MnDoT to set speed limits and said a speed study would have to be done to change the speed. Mayor Rud said enforcement should be done so motorists drive 30 mph or less.

Sirek asked if the repairs proposed are based on need or timing or could wait 10 years. He said the street looks good but the sidewalk is rough. Powell said the improvements are based on need and date back to the 2004 CIP, the water main age and the manhole analysis recently completed. Vosejпка asked about street maintenance funding received from the State. Erickson said the City received \$31,000 in 2017 and that will be put towards increased street maintenance in 2018.

d. Consider Approval to Authorize Staff to Advertise for Sealed Bids a 2016 Coleman CT200U Mini Dirt Bike

Chief of Police Schmitz said the department arrested a male for driving under the influence of alcohol and the dirt bike qualifies for forfeiture. He said the dirt bike new, has a retail value of \$500.00. He recommended the dirt bike be sold by sealed bid with a minimum bid of around \$300.00. A motion was made by Pelava and seconded by Furrer to sell the dirt bike by sealed bid with a minimum bid of around \$300.00. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

e. Consider Approval of Resolution 2017-35, a Resolution Adopting the City's 2018 Preliminary Budget and Property Tax Levy

Erickson said there were nine meetings held on the 2018 preliminary budget and property tax levy. He said due to a large amount of debt being retired, the City Council directed staff to reduce the property tax levy by 10%, which will result in the City's tax rate being

lowered by nearly 18%. Erickson said because of that, basically everyone will see a reduction in their City taxes. The City Council reviewed the spreadsheet showing various properties in town and their anticipated tax reduction. Erickson reviewed the detailed information on each department contained in the staff report. Mayor Rud said it was good that taxes were being lowered and it is great for businesses. A motion was made by Daleiden and seconded by Pelava to approve Resolution 2017-35. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

f. Resolution 2017-36, a Resolution Declaring October 15, 2017 as National Pregnancy and Infant Loss Awareness Day in the City of Lonsdale

Erickson stated the City has been requested to approve Resolution 2017-36, which declares October 15, 2017 in the City of Lonsdale as National Pregnancy and Infant Loss Awareness Day. He said the City has approved a similar resolution in the past. He reviewed the mission of Infants Remember in Silence (IRIS) and provided background information. Kathy Novak, on behalf of IRIS stated that some families will remember the children they have lost by themselves and other will remember them with a candle light vigil. She said the I-35W bridge will be lit up with pink and blue lights. Mayor Rud read Resolution 2017-36. A motion was made by Daleiden and seconded by Furrer to approve Resolution 2017-36. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

g. Consider Approval of Resolution 2017-37, a Resolution Approving a Revolving Loan Fund Application Submitted by Claudia Otto

Erickson said he had been working with Claudia Otto since early August regarding the loan request. He said the EDA reviewed the loan request at their September 14, 2017 meeting and recommended approval of the loan. He reviewed the loan application and the EDA's Revolving Loan Fund Policy. Erickson said the request is in the amount of \$39,489.05, an interest rate of 2%, amortized over ten years with a balloon payment at the end of year five. Mayor Rud said the EDA reviewed and recommended approval upon their review of the request. Furrer asked if the City/EDA would be in second position after the bank. Erickson replied yes. A motion was made by Daleiden and seconded by Pelava to approve Resolution 2017-37. Vote for: Daleiden, Rud and Pelava. Vote against: Furrer. Abstained: None. Vote: 3-1-0. Motion carried.

h. Consider Approval of Resolution 2017-38, a Resolution Designating Official Appointments

Erickson said vacancies on the Park Board, Library Board and EDA needed to be filled due to recent resignations. Erickson said one application was received for each vacancy. He said the Mayor, City Planner, Library Director and himself interviewed the applicants, which all did a good job. Mayor Rud said each applicant brings knowledge and skills to their respective board and that they will do a good job. A motion was made by Furrer and seconded by Daleiden to approve Resolution 2017-38. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- i. Consider Approval of Resolution 2017-39, a Resolution Approving Termination of a Conditional Use Permit for the Property Located at 618 Industrial Dr. SE
Erickson said the City approved the Conditional Use Permit with several conditions the property owner needed to comply with and as of the meeting, many were not completed. He said staff has contacted the property owner multiple times and the items still have not been completed. Mayor Rud said the property owner has had months to complete some of the items and has not. Pelava said he has spoken to the property owner and provided updates on compliance with the conditions. Mayor Rud said sending an email to staff regarding the items is pretty easy. Daleiden said an agreement is in place and needs to be followed. A motion was made by Daleiden and seconded by Furrer to approve Resolution 2017-39. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.
- j. Consider Approval to Terminate Cleo Kicker as Part Time Liquor Store Clerk
Erickson said Kiker did not show up for her last three scheduled shifts and has not returned phone calls from the Liquor Store Manager or the City Administrator. He said Kiker was a good worker, liked by staff and customers but unfortunately, the City has a business to run and cannot continue to deal with situations like this. He recommended she be terminated. Furrer asked if Kiker would qualify for unemployment. Erickson said maybe depending on her other employment. A motion was made Furrer and seconded by Pelava to terminate Cleo Kiker as Part Time Liquor Store Clerk. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.
- k. Consider Approval to Authorize Staff to Advertise for a Part Time Liquor Store Clerk at Grade 1 / Step 1 (\$10.58/hr.)
Erickson said with the termination of Kiker, a Part Time Liquor Store Clerk is needed to fill the position. He said it typically takes six weeks from the date of the first advertisement to when the employee begins work. A motion was made by Pelava and seconded by Daleiden to authorize staff to advertise for a Part Time Liquor Store Clerk at grade 1 / step 1 (\$10.58/hr.). Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

11. OTHER BUSINESS

a. Staff Reports

Public Works Director

Vlasak said the street project is nearing completion, street patching on 3rd Ave SW and 5th Ave SW has been completed, the tennis court has been resurfaced, turf establishment in Rezac Nature Preserve has been completed and staff will be starting the process of transitioning equipment for the upcoming winter season.

City Engineer

Powell said staff will be preparing punch lists for the two street projects completed this year. He said the Improvement Hearing for Area No. 5/Phase 4 will be held at the next City Council meeting.

City Administrator

Erickson said TCU is coordinating a walk to school event on October 4th, the ground breaking for the soccer fields/park/ice rink will be hold on October 9th, the Planning Commission will be holding a public hearing on housing design standards on October 9th and the Area No. 5 Phase 4 project Improvement Hearing will be held on October 12th.

City Planner

N/A

b. Council Reports

Council Member Daleiden

Daleiden said September was a strong month compared to last September. He said Sunday sales were low in August but much higher in September.

Council Member Kodada

N/A

Council Member Furrer

Furrer said the EDA met last week and she welcomed Tony Paggen to the EDA. She said the loan request by Claudia Otto was approved and the EDA will be having a Business Forum in November.

Furrer said the Library Board welcomes Elaine DeGroot to the Board and the Library will be hosting a viewing party to watch Marguerite Moran on Jeopardy, October 4th at 4:30 pm.

Council Member Pelava

Pelava said at the Planning Commission meeting, they approved revised regulations pertaining to bees and housing design standards were discussed.

Mayor Rud

Mayor Rud said he met with the 4th graders at TCU Lonsdale Elementary school, who asked lots of good questions. He said one of their most important questions was, when is Treats going to open again. He said the Lonsdale Crawl events begin on October 19th.

12. ADJOURNMENT

A motion was made by Pelava and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried. The meeting ended at 9:15 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator