

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
MAY 11, 2023**

1. CALL TO ORDER

Mayor Tim Rud called a meeting of the Lonsdale City Council to order at 7:04 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: Tim Rud, Kevin Kodada, Cindy Furrer, David Webb and Scott Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, Chief of Police Jason Schmitz, Public Works Director Joe Dornfeld, Community Development Planner Jamie Scheffer, and City Engineer Shibani Bisson

4. APPROVAL OF AGENDA

Rud asked if there were any additions, deletions, or corrections to the agenda. Erickson asked to add discussion with SKYWARN to the agenda.

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

5. APPROVAL OF MINUTES

a. Consider Approval of the Minutes from the April 27, 2023, Regular Meeting

Rud asked if there were any additions, deletions, or corrections to the minutes. A motion was made by Pelava and seconded by Furrer to approve the minutes from the April 27, 2023, Regular Meeting. Vote for: Rud, Kodada, Furrer, Webb and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

6. PUBLIC HEARINGS

a. None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

a. None

8. APPROVAL OF THE CONSENT AGENDA

a. Consider Approval to Not Waive the Monetary Limits on Municipal Tort Liability Established by MN Statute §466.04

Rud reviewed the items on the Consent Agenda and asked if anyone wanted any of the items pulled for discussion. A motion was made by Kodada and seconded by Pelava to approve the consent agenda as presented. Vote for: Rud, Kodada, Furrer, Webb and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

9. OLD BUSINESS

- a. None

10. NEW BUSINESS

- a. Neighborhood Meeting Presentation on a Potential 2024 Street & Utility Improvement Project and Discuss Next Steps

Rud began the neighborhood meeting by introducing City staff Dornfeld, Bisson, Erickson and Scheffer. He then explained that the presentation is for a project the City Council is considering for 2024 that would include street and utilities, that this is a neighborhood meeting not a public hearing, and that the purpose is to discuss the project with residents in the affected area and decide whether to pursue the project. Bisson gave a presentation that began by outlining the project areas under consideration for reconstruction (portions of Ash Street NW, 4th Ave NW, 5th Ave NW, Birch St NW, alley west of 4th Ave NW), street paving and curbing (Mill Street between Ash St NW and 4th Ave NW), watermain replacement (upgrade from 6” CIP/DIP to 8” PVC and looping on Mill Street along with portions of the project area), and sanitary, storm and drainage repairs or construction as needed (entire project area). Bisson then outlined the project schedule that includes ordering a feasibility study (May 25, 2023 City Council), reviewing the study and calling for a public hearing (September 14, 2023), conducting public hearing and ordering project (October 12, 2023), approving plans and authorizing bids (December 28, 2023), receiving bids (January 2024), conducting an assessment hearing (February 29, 2024), awarding construction contract (February 29, 2024), construction through first lift of pavement (May-September 2024), and final wear course (June 2025). The remainder of Bisson’s presentation outlined the purpose of the meeting, the project history, pavement deterioration information, project maps, proposed improvements and typical sections, project costs and financing, past project assessment rates, the timeline and contact information. Bisson turned the meeting back over to Rud. Rud asked the audience for their comments. Several comments and concerns were voiced from various residents from the project area. Staff answered questions about available deferment options. After comments about lack of maintenance in the proposed project area, staff stated that once a reconstruction project occurs, roadways are put onto a maintenance schedule from then on, and that all projects completed since 2006 have been undergoing such. Residents voiced concerns over past assessments, the life of the roadways, drainage issues and quality of projects throughout town. Staff responded by explaining the city’s change in pavement sections, how project warranties work, that concerns with drainage and other issues should be brought forward now to be addressed during the project, and that the city does not remove any drain tile found during construction. Erickson also mentioned that the city can provide inlets for water flow to help with drainage issues. A concern was raised over the quality of recent projects to which Dornfeld replied that for a year following reconstruction, projects are not fully finished and the pavement is in a bituminous wedge stage, which is followed by final wear course the next construction season. After questions about lead pipes Dornfeld replied that all piping that the City installs (from the water treatment plant to the curb stop) has been replaced and that any remaining lead pipes are only resident service lines which is the property owner’s responsibility to replace. Several residents stated that they did not want to proceed with piecemeal curb repairs and Erickson replied that the City’s policy is to replace all curb and gutter. Several questions were asked about multiple driveways and fixing specific drainage issues to which staff reiterated that now is a good time to talk to the City engineer to ensure those issues are addressed and incorporated into the plan. After concerns were voiced over the cost of the assessments, Erickson explained the interest rate on assessments and that the city residents (through property tax levy) are paying close to 75% of the project costs and that the assessments are closer to 25% of the project. Rud ended the neighborhood meeting by saying that the City is leaning towards moving ahead with the project.

b. Consider Approval of a Request for Proposals for Windows at City Hall

Erickson explained that over the last year, discussions were held on uses for Covid-19 American Rescue Act funds and that the City decided to replace the windows at City Hall due to issues with sealing, rotting and mold. Erickson stated that it is proposed to replace all of the windows except for the three window well windows in the basement, totaling 16 double hung windows plus the three window well windows. He explained that proposals would be due May 31st at 10:00 am and requirements would include double hung windows, low maintenance pre-finished bronze to match existing interior, premium grade/fiber glass, and triple pane with additional energy efficiency and removal requirements. Erickson said that it is anticipated to cost \$40,000 which was budgeted. The council reached a consensus and directed Erickson to add the three basement windows to the RFP.

A motion was made by Pelava and seconded by Webb to approve the proposed RFP with the addition of the three basement window well windows. Vote for: Rud, Kodada, Furrer, Webb and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

c. Consider Approval of Quote Submitted by Scott's Concrete Services in the Amount of \$32,900.00 for Concrete Work at Trendera Memorial Field

Dornfeld stated that staff recommends hiring Scott's Concrete Services for the concrete work at Trendera Memorial Field. He stated that they were the only contractor to submit a bid due to the short timeline. Dornfeld reviewed the Trendera Memorial Field park improvements taking place and that the Council approved the concept plan for the concrete work that the Aces and Public Works staff submitted at the April 27th meeting. Dornfeld stated that the work is to be completed by June 30th due to the Fox 9 Town Ball Tour stop in Lonsdale scheduled for July 19th. He explained that the budget for the entire project is \$60,000 with the Aces contributing \$10,000 and the City transferring \$50,000 from the Liquor Store fund for the remainder. He said that staff estimated the concrete to cost around \$35,000. Dornfeld added that he received a written offer to deduct \$4,500 if the City would choose to put the Aces logo in the concrete themselves. He said they are confident that they could do this and received stencil pricing (around \$1,000 plus stain and materials). Kodada stated he likes the idea of Public Works doing the logo because it isn't that hard and Dornfeld agreed, adding that we could utilize the stencil again in the future for a logo behind home plate. Furrer inquired if he is confident that they could do the work and Dornfeld replied absolutely.

A motion was made by Kodada and seconded by Pelava to approve the quote submitted by Scott's Concrete Services in the amount of \$32,900 for concrete work in the commons area of Trendera Memorial Field with the deduct of \$4,500 for doing the logo work for a total quote of \$28,400. Vote for: Rud, Kodada, Furrer, Webb and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

d. Consider Approval of a Quote Submitted by McNamara in the Amount of \$46,180.00 to Mill & Overlay Portions of 1st Ave NE and 10th Ave NW

Dornfeld said that Public Works has identified two sections of City streets that need major repairs that are outside the scope of Public Works capabilities. Dornfeld said the scope includes a full width, 2 inch mill and overlay of 10th Ave NW from Colorado St. NW to Arizona St. NW and 1st Ave NE from Elm St. NE to Cottonwood St. NE. Dornfeld explained that the harsh winter is the reason for these repairs. He said the mill and overlay projects that are scheduled for this year are being done by McNamara, who submitted the recommended low bid for this additional project. He said he believes these repairs can be done soon as McNamara has already begun mill and overlays in Lonsdale. Dornfeld said that this project was not budgeted for but the other scheduled mill and overlay projects came in under bid with a balance of \$40,000. He also said that funds are

available due to the City issuing equipment certificates. He explained that two valid bids were submitted, one by McNamara and one by Crane Creek Asphalt, with a third bid disqualified due to late submittal by Prior Lake Blacktopping. Furrer asked when the 10th Ave NW area was last done and Dornfeld replied he believes it was around 2010. The council discussed when this portion of 10th Ave NW went from gravel to pavement.

A motion was made by Kodada and seconded by Webb to approve the quote submitted by McNamara Contracting Inc. in the amount of \$45,180 to mill and overlay portions of 1st Ave NE and 10th Ave NW. Vote for: Rud, Kodada, Furrer, Webb and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

e. Discussion with SKYWARN

Erickson explained that SKYWARN asked to be on the agenda to discuss the future of the old police facility where they currently conduct their volunteer efforts for free. Volunteers from SKYWARN explained their use of the building with radio equipment and vehicles and wondered what kind of warning they will receive to vacate when the building is sold and if there are other location options. Rud suggested making an offer to the City for the building even if it is a low offer and suggested finding a partner to purchase the building and then lease their current portion space from said partner. Erickson said he will mention that as an option to potential buyers. Erickson said that typical closing takes around 60 days so that would be the amount of time to vacate if necessary. Pelava mentioned that he investigated buying the building and that Council members are not allowed to purchase City property. Rud thanked the volunteers for their service to the community.

11. OTHER BUSINESS

a. Department & Council Reports

Public Works

- Biosolids report is complete.
- Lift station pump has arrived sooner than anticipated so working on an install date, potentially June 6th.
- Giving a tour of water treatment plant for kids from TCU including a class tomorrow.
- Mill and overlay of streets are complete.
- Yesterday parking lots were striped.
- Working with McNamara went very smoothly.
- Did a walk-through of the 2022 construction project with WSB and created a punch list of final items.
- Pickleball is set up.
- Seasonal workers starting.
- Keeping up with mowing and dandelions.

Engineering

- Sticha Skate Park contractor starting week of June 5th. Excavation first week and paving second week. Completion date is end of June with substantial completion July 15th. They anticipate a three week project.
- Trail projects contractor starting around May 30th depending on weather and they will start at Trendera Park Trail with drain tile and they are looking at a three week construction timeframe as well. Letters will be mailed to residents affected including instructions to move items within a couple feet of the trails.
- CSAH 4 project by Rice County involves some private utility work starting soon with road closing June 5th. Road closed signs will go up two weeks prior (May 22nd). Calls will be directed to the County. Access has been discussed for properties such as the dentist along

- with directional signage and community days detouring. There will be water shut offs at Heritage (12 homes) and notice will be given.
- Project management meeting with MNDOT and Rice County related to TH19 and CR2 and had a lot of discussion on the right turn and how to address that with related costs. The City emphasized we want full access and to do the project right to accommodate future development. Responding to Rud asking when this project will take place Bisson replied 2025.

City Administration

- Working on previously mentioned projects.
- MNDOT is also having project management meetings for TH19 mill and overlay which is scheduled for 2030 construction. Staff will be attending the ADA walk-through on May 19th.
- EDA is next week.

Community Development

- Tour of parks today on the gator.
- Code enforcement letters.
- Packets are going out tomorrow for Parks and Recreation and Planning Commission.
- Lot of permits coming in.

Council Member Webb

- Liquor Store had a tasting on Saturday which went well.
- Library meets next week.

Council Member Kodada

- Parks and Planning on Monday- Parks anticipating a quorum.

Council Member Furrer

- New lights in and completed at Liquor Store which looks a lot better.
- The Liquor Store had a lot of new products available for sampling at the tasting.

Council Member Pelava

- Chamber Street Fair and Business Expo will have 40 vendors, live music, food trucks.

Mayor Rud

- Spring Cleanup on Saturday.
- Got a call from Mike Benson who owns property north of Shadow Stone and has a little more interest in developing and he was wondering if some of that property could be used for higher density and Rud told him yes and he told him to call City staff.

b. Upcoming Meetings

- a. Thursday, May 25, 2023 at 7:00 pm
- b. Monday, June 5, at 6:00 pm
- c. Thursday, June 8, 2023 at 7:00 pm

12. ADJOURNMENT

A motion was made by Kodada and seconded by Furrer to adjourn the meeting at 9:11 pm. Vote for: Rud, Kodada, Furrer, Webb and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

Respectfully Submitted:

Jamie Scheffer

Community Development Planner