

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
MARCH 28, 2024**

1. CALL TO ORDER

Mayor Tim Rud called a meeting of the Lonsdale City Council to order at 7:03 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: Brian Wermerskirchen, Kevin Kodada, Tim Rud, Cindy Furrer, and Scott Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, Public Works Director Joe Dornfeld, Fire Chief Joe Pumper, City Engineer Shibani Bisson, and Community Development Planner Cory Hinz-Ibarra

4. APPROVAL OF AGENDA

Rud asked if there were any additions, deletions, or corrections to the agenda. Erickson requested to add Consider Approval of Resolution 2024-11, a Resolution of Sponsorship for the Lonsdale Sno-Wizards to #10. New Business Agenda. A motion was made by Pelava and seconded by Furrer to approve the agenda with the addition of Resolution 2024-11. Vote for: Wermerskirchen, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

5. APPROVAL OF MINUTES

a. Consider Approval of the Minutes from the February 29, 2024 Regular Meeting

Mayor Rud asked if there were any additions, deletions, or corrections to the February 29, 2024 Regular Meeting Minutes. A motion was made by Kodada and seconded by Furrer to approve the minutes as presented. Vote for: Wermerskirchen, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

6. PUBLIC HEARINGS

a. Continuation - Minnesota Millwork & Fixture’s Minnesota Investment Fund (MIF) Program Application

Rud called to order the continuation of the Public Hearing for the Minnesota Millwork & Fixture’s (MM&F) Minnesota Investment Fund (MIF) Program Application. Erickson said Staff have been working with Randell Rivers, Owner and President of Minnesota Millwork & Fixture’s on an application to MN DEED for a Minnesota Investment Fund (MIF) loan. Erickson said the continuation of the Public Hearing is required to allow for “citizen notification of the application and involvement” with MM&F and to move forward in submitting the application and entering an agreement with MN DEED regarding MIF funds. Erickson summarized the MM&F presentation given at the March 28, 2024 Public Hearing. He said the intent of the MIF funding is to purchase equipment to increase productivity to meet the demands of MM&F’s customers. Erickson said it is anticipated the project will create 19 new jobs. He said the City retains 40% of the loan repayment until the City receives \$100,000. Erickson said the intent of the \$100,000 is for the EDA to establish and/or use the funds to reloan to businesses as a part of its Revolving Loan Fund. Erickson said no public comments were received since the public hearing notice was published.

A motion was made by Kodada and seconded by Pelava to close the Public Hearing for the Minnesota Millwork & Fixture’s Minnesota Investment Fund (MIF) Program Application. Vote for: Rud, Kodada, Wermerskirchen, Furrer, and Pelava. Vote against: None. Vote: 5-0. Motion carried.

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

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

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Consider Approval of Resolution 2024-07, a Resolution Approving the City of Lonsdale Act as the Legal Sponsor for the Project Contained in the Minnesota Investment Fund Application and Authorizing Mayor Tim Rud as the First Authorized and the City Administrator Joel Erickson the Second Authorized Official to Apply to the Minnesota Department of Employment and Economic Development for Funding of this Project on Behalf of Minnesota Millwork & Fixtures

Erickson said with the Public Hearings completed, the next step is to consider approval Resolution 2024-07 a Resolution Approving the City of Lonsdale Act as the Legal Sponsor for the Project Contained in the Minnesota Investment Fund Application and Authorizing Mayor Tim Rud as the First Authorized and the City Administrator Joel Erickson the Second Authorized Official to Apply to the Minnesota Department of Employment and Economic Development for Funding of this Project on Behalf of Minnesota Millwork & Fixtures. Erickson summarized the resolution and the requirements of the grant agreement. Erickson said the city is required to adopt the resolution prior to submitting the MIF application. A motion was made by Kodada and seconded by Wermerskirchen to approve Resolution 2024-07. Vote for: Wermerskirchen, Kodada, Rud, Furrer, and Pelava. Vote against: None. Vote: 5-0. Motion carried.

- b. Consider Approval to Authorize Staff to Submit a Bid in the Not-to-Exceed Amount of \$50,000.00 to Purchase a 2003 Gladiator 100 Foot Ladder Fire Truck from the City of Bloomington and Purchase Necessary Equipment in the Amount of \$35,000.00

Pumper said Staff is requesting authorization to submit a bid in the amount of \$50,000 for a 2003 Gladiator 100-foot ladder truck from the City of Bloomington and to purchase \$35,000 in identified equipment to equip the 2003 Gladiator ladder truck. Pumper said the cost to replace the existing 1988 LTI Lonsdale ladder truck with a new ladder truck is \$2,200,000 and will take up to four years to build. Pumper identified the equipment purchases, certifications, and repairs needed for the 2003 Gladiator ladder truck. Pumper said this is not a budgeted item and will need to be paid from the Fire Department Reserves. Pumper said the Fire Department will postpone and update the replacement schedule to accommodate the estimated \$85,000 replacement purchase. He said the intention is to obtain a ladder truck that does not require as much maintenance funds each year, that can pass pump certification and serve as a third pump truck. Pumper informed the Mayor and City Council that the 1988 LTI ladder truck current value is between \$6,000 in scrap metal and up to \$30,000 to auction off. A motion was made by Wermerskirchen and seconded by Furrer to approve staff to submit bid in not-to-exceed amount of \$50,000.00 to purchase a 2003 Gladiator 100 Foot Ladder Fire Truck from the City of Bloomington and purchase necessary equipment in the amount of \$35,000.00. Vote for: Wermerskirchen, Kodada, Rud, Furrer, and Pelava. Vote against: None. Vote: 5-0. Motion carried.

- c. Consider Approval of Ordinance 2024-326, an Ordinance Amending City Code Chapter: 112- Tobacco Regulations
Hinz-Ibarra said the Public Hearing for Ordinance 2024-326, an Ordinance Amending City Code Chapter: 112- Tobacco Regulations was held during the March 18, 2024 Planning & Zoning Commission Meeting and no public comments were received during the notification period. Hinz-Ibarra summarized the amended changes to City Code 112 – Tobacco Regulations and that the Planning & Zoning Commission recommended City Council approve Ordinance 2024-326. A motion was made by Kodada and seconded by Pelava to approve Ordinance 2024-326. Vote for: Wermerskirchen, Kodada, Rud, Furrer, and Pelava. Vote against: None. Vote: 5-0. Motion carried.
- d. Consider Approval of Resolution 2024-08, a Resolution Appointing Additional Election Judges for the 2024 Elections Held in the City of Lonsdale
Hinz-Ibarra said according to Minnesota State Statute, the City Council is required to appoint Election Judges for elections held in the City of Lonsdale. Hinz-Ibarra said that the city received and reviewed five Election Judge applications and Staff is recommending them for City Council appointment for the August 13, 2024 State Primary and November 5, 2024 State General Election. A motion was made by Wermerskirchen and seconded by Furrer to approve Resolution 2024-08. Vote for: Wermerskirchen, Kodada, Rud, Furrer, and Pelava. Vote against: None. Vote: 5-0. Motion carried.
- e. Consider Approval of Resolution 2024-09, a Resolution Accepting a \$1,200.00 Donation from Lonsdale American Legion Post #586
Erickson said due to gambling/donation regulations, the Lonsdale American Legion cannot donate to Masonic Charities. Erickson said because of the regulations, the City has been requested to accept the \$1,200 donation made by the Lonsdale American Legion Post #586 and provide it to Corinthians Lodge #67, who will then donate the remaining balance and purchase four Fire Suppression Tools (FST'S) and donate the FST'S to the Lonsdale Police Department. Erickson said there have been several news stories of FST'S being deployed and saving pets and properties. A motion was made by Furrer and seconded by Wermerskirchen to approve Resolution 2024-09. Vote for: Rud, Kodada, Wermerskirchen, and Furrer. Vote against: None. Vote: 5-0. Motion carried.

f. Consider Approval of Resolution 2024-10, a Resolution Pertaining to Write-In Vote Counting

Erickson said Minnesota Statute 2022, Section 204B.09, subdivision 3 was recently amended to allow statutory cities to adopt a resolution governing the counting of write-in votes for local elective office. Erickson summarized the statutes' requirements and options. Erickson said Staff is recommending a resolution be adopted to require a write-in candidate to file a written request no later than seven days prior to the election for their votes to be recorded. Erickson said this will streamline the "Close the Polls" process for Election Judges and clarify which write-in votes need to be recorded at the end of the night. Erickson said it makes recording of write-in votes consistent with write-in votes for county, state, and federal offices. A motion was made by Kodada and seconded by Furrer to approve Resolution 2024-10. Vote for: Rud, Kodada, Wermerskirchen, and Furrer. Vote against: None. Vote: 5-0. Motion carried.

g. Consider Approval of a Proposal Submitted by WSB in the Hourly Not-to-Exceed Amount of \$17,470.00 for 2023 Mill Street Watermain Extension Project

Dornfeld said City Staff received a proposal from WSB to extend the watermain between the 4th Ave NW/Mill St intersection and the existing hydrant approximately 170 feet to the northeast on Mill St. Dornfeld said the watermain extension project was discussed during the 2024 budget process and Staff recommended the project to the Mayor and City Councilmembers. Dornfeld summarized the WSB proposal and informed the Mayor and City Councilmembers the funding for the project will come from the Water Department reserves. A motion was made by Pelava and seconded by Kodada to approve the proposal submitted by WSB in the hourly not-to-exceed the amount of \$17,470.00 for the 2024 Mill Street Watermain Extension Project. Vote for: Wermerskirchen, Kodada, Rud, Furrer, and Pelava. Vote against: None Vote: 5-0. Motion carried.

h. Consider Approval of a Proposal Submitted by WSB in the Amount of \$26,476.00 for the 2024 Mill & Overlay Projects

Dornfeld said Staff received a proposal from WSB for the Mill and Overlay Project for Ash St NW between 5th Ave NW and 4th Ave NW, Ash St NW between 3rd Ave NW and approximately 170 feet to the west, 4th Ave NW from TH 19 to approximately 50 feet south of Birch St. NW, and Lonsdale Ct NW. Dornfeld identified the Mill and Overlay Project alternates which included the approximate northern 250 feet of 5th Ave NW and the approximate northern 250 feet of 4th Ave NW. The Mayor and Councilmembers discussed the alternates provided by Dornfeld and recommended staff incorporate them into the main project and proposal as alternatives to determine the additional cost. A motion was made by Kodada and seconded by Furrer to approve the proposal submitted by WSB in the amount of \$26,476.00 for the 2024 Mill & Overlay Projects and to incorporate alternates into the main project. Vote for: Wermerskirchen, Kodada Rud, Furrer, and Pelava. Vote against: None Vote: 5-0. Motion carried.

i. Consider Approval of Resolution 2024-11, a Resolution of Sponsorship for the Lonsdale Sno-Wizards

Erickson said this is an annual resolution approved by the City Council for the Lonsdale Sno-Wizards to get reimbursed by the Minnesota Department of Natural Resources (MN DNR) for snowmobile trail acquisition, development, and maintenance. Erickson said the City is the “Local Unit of Government Sponsor” and submits benchmark grant reimbursements to the MN DNR and then makes payment to the Sno-Wizards. A motion was made by Pelava and seconded by Wermerskirchen to approve Resolution 2024-11. Vote for: Wermerskirchen, Kodada, Rud, Furrer, and Pelava. Vote against: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

a. Department & Council Reports

Public Works:

Dornfeld said the Kalina Park Disc Golf Course board walk is being constructed, staff is preparing the Jaycee Park fields for TCU Girls Softball, wastewater treatment plant biosolids have been hauled out, volleyball and tennis court nets are up, Compost Site is being chipped, and Public Works is moving forward with hydrant flushing.

City Engineer:

Bisson said she was supporting Staff with current and future projects.

City Administrator:

Erickson said that RFPs for the Clinic are due on April 5th and that he has shown the Clinic to five or six firms. Erickson said he is wrapping up police union labor negotiations, highlighted/recognized the Liquor Store financial contributions to past and present City projects, and will be attending the upcoming annual MMBA Conference. Erickson said he attended the recent Library Board Meeting, coordinated and attended the March 27th EDA Lunch & Learn, and informed the Mayor and Council that the League of Minnesota Cities will be highlighting the Lonsdale Skate Park in their next magazine publication.

Community Development Planner:

Hinz-Ibarra said he is working with the City Administrator and the Police Chief on Ordinance 2024-327, an Ordinance Regulating Cannabinoid Products and the Public Hearing has been scheduled for the April 15, 2024 Planning & Zoning Commission Meeting. Hinz-Ibarra said he submitted a Statewide Health Improvement (SHIP) Grant Application to the Rice County Public Health Department in the amount of \$4,367.70 for WSB design and plan development services for the 8th Avenue SW Trail Extension Project – CSAH 4 to Heritage Dr SW and will be working with the Park Board in preparing for Arbor Day on April 26, 2024.

Councilmember Wermerskirchen:

Wermerskirchen said he attended the Liquor Store Meeting and reported that revenues have been consistent and the new security camera installation is underway. Wermerskirchen said he attended the Library Board Meeting with the City Administrator and that sheetrock is being installed and the repairs are occurring to rectify the water damage. Wermerskirchen said the Library Staff is discussing options for a temporary Summer Reading Program location.

Councilmember Kevin Kodada:

Kodada said the Parks & Recreation Commission did not meet in March and the Planning & Zoning Commission met on March 18th. Kodada said the Public Hearing for Ordinance 2024-327, An Ordinance Regulating Cannabinoid Products is scheduled for April 15, 2024.

Councilmember Furrer:

Furrer said the EDA met last Thursday, March 21st and that the EDA is working on the quarterly Lunch & Learn schedule and topics, discussed marketing video, the City Administrator provided a Small Cities Development Program Grant update. Furrer said the EDA also discussed entering into a contract with a real estate broker to sell business park land.

Councilmember Pelava:

Pelava said that Councilmember Furrer covered his updates.

Mayor Rud:

Rud recognized the Lonsdale Liquor Store operations and said the point being, we cannot be afraid to do big things to make our city better. Rud said the Liquor is tremendous success and the Clinic (new City Hall) will positively impact future generations. Rud wished everyone a Happy Easter.

12. ADJOURNMENT

A motion was made by Kodada and seconded by Pelava to adjourn the meeting at 8:30 pm.

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

Respectfully Submitted:

Joel A. Erickson, City Administrator