

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
APRIL 25, 2024**

**1. CALL TO ORDER**

Mayor Tim 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: Brian Wermerskirchen, Kevin Kodada, Tim Rud, and Cindy Furrer

Members Absent: Scott Pelava

City Staff Present: City Administrator Joel Erickson, Public Works Director Joe Dornfeld, Police Chief Jason Schmitz and City Engineer Shibani Bisson

**4. APPROVAL OF AGENDA**

Rud asked if there were any additions, deletions, or corrections to the agenda. Erickson said there is an updated agenda with several additional items to be added to the agenda. A motion was made by Kodada and seconded by Furrer to approve the agenda with the additional items. Vote for: Wermerskirchen, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

**5. APPROVAL OF MINUTES**

Consider Approval of the Minutes from the April 11, 2024 Regular Meeting

Mayor Rud asked if there were any additions, deletions, or corrections to the April 11, 2024 Regular Meeting Minutes. A motion was made by Kodada and seconded by Wermerskirchen to approve the minutes as presented. Vote for: Wermerskirchen, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

**6. PUBLIC HEARINGS**

None

**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 Furrer and seconded by Kodada to approve the Consent Agenda as presented. Vote for: Wermerskirchen, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

## 9. OLD BUSINESS

None

## 10. NEW BUSINESS

- a. Presentation of the Fire Suppression Tools (FST's) Donated by the Lonsdale American Legion Post #586 and Masonic Charities Through the Minnesota Freemasons FST Statewide Initiative

Erickson summarized the events that took place prior to this and at the March 28, 2024 City Council meeting. Ross Johnson of the Minnesota Freemasons was present to discuss the Freemason's Fire Suppression Tools program to donate them to local police departments. He summarized the cost sharing and recognized the Lonsdale American Legion and members of the Northfield Chapter of the Freemasons. Chief Schmitz said he was looking into purchasing these and when Johnson called about the program, he was more than happy to participate. He thanked Johnson, Masonic Charities and the Lonsdale American Legion for funding the FST's. Rud thanked the organizations for all their work for the community.

- b. Consider Approval of Proposal Submitted by Clarke in the Amount of \$36,750.00 for Mosquito Control Management Services

Erickson said the RFP was approved at the March 28, 2024 City Council meeting and was sent to several companies that have provided the service to the City in the past. He said the only proposal received was from Clarke in the amount of \$36,750.00 for 20 city-wide treatments and surface water treatment of City owned wetlands, ponds and ditches. Kodada asked with disc golf, if the wetland in Kalina Park was included. Erickson said only the north pond is, so he will contact Clarke and get it added to the schedule. Furrer asked if the City has treated surface water in the past. Erickson replied yes. Wermerskirchen asked when treatments would begin. Erickson said May 21<sup>st</sup> but in the past, the first treatment is usually skipped due to cooler temperatures. Furrer asked if a treatment(s) could be deleted at the end of the season if it is dry. Erickson said yes, the treatment(s) can be skipped. Kodada said it is a good program and residents like it. A motion was made by Kodada and seconded by Furrer to approve the proposal submitted by Clark in the amount of \$36,750.00. Vote for: Wermerskirchen, Kodada, Rud, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

- c. Review the City Hall/Library Architect Proposals and Discuss Next Steps for Selection of the Project's Architect

Erickson said the RFP was approved at the March 28, 2024 meeting and was sent to 19 firms. He said of the 19, 10 firms submitted proposals, which were included in the packet along with a review summary. Erickson reviewed the components of the proposal review. He said of the 10 submitted, he recommended the following firms be interviewed: (1) Wold, (2) Widseth and (3) Hay Dobbs. Erickson said others could be interviewed, if so desired. Mayor Rud said only those being considered should be interviewed. Erickson said the other option is to not conduct interviews and select Wold, who was the firm on the police facility several years ago. He said other firms submitted proposals based on a design-build construction process. Wermerskirchen said Mohagen Hansen was the architect when the clinic was built and asked if there were any reasons

they would not be interviewed. Erickson said he did meet with them but given the cost, he did not recommend them. He said Jennifer Kaeding of Kaeding Architects, was the actual architect when the clinic was design under Mohagen Hansen. Kodada said he preferred the design-bid-build process so the project is understood and costs are known upfront. Erickson said Wold was the architect on the police facility, that Widseth recently purchased a clinic and remodeled it into an office for themselves and 70% of Hay Dobbs work is remodels. The City Council discussed dates for interviews. A motion was made by Wermerskirchen and seconded by Kodada to approve scheduling a Special City Council Meeting for either May 6, 2024 or as an alternative, May 13, 2024 to interview architects for the City Hall/Library project. Mayor Rud asked how long the project is expected to take. Erickson said the proposal set construction to begin in the fourth quarter of 2024. He said one proposal had construction being completed in July of 2025. Vote for: Wermerskirchen, Kodada, Rud, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

- d. Consider Approval of a Proposal Submitted by WSB in the Hourly Not-to-Exceed Amount of \$25,500.00 to Provide Engineering Services for the City's Wellhead Protection Plan Amendment Part 1

Dornfeld said that in February of 2020, the MN Department of Health notified the City it was required to submit a Wellhead Protection Plan. He said staff met with MN Department of Health staff and were told, the City would have two years to complete the document. Dornfeld said staff was authorized to get a proposal from WSB and summarized it. He said the cost was \$25,500.00, which was consistent with what other area cities have paid. Kodada said the Wellhead Protection Plan needs to be completed. A motion was made by Kodada and seconded by Furrer to approve the proposal submitted by WSB in the hourly not-to-exceed the amount of \$25,500.00 to provide engineering services for the City's Wellhead Protection Plan Amendment Part 1. Vote for: Wermerskirchen, Kodada, Rud, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

- e. Consider Approval of Resolution 2024-13, a Resolution Approving the Plans and Specifications for the Mill St. NW Watermain Extension Project and Ordering the Advertisement for Bid

Bisson said at the March 28, 2024 meeting, the City Council authorized plans and specifications for the project to improve water quality. She said it is proposed to extend the watermain on 4<sup>th</sup> Ave NW approximately 300 feet and connect it to the hydrant on Mill St. NW. Bisson said water will temporarily be shut off to make the connections and the roads will be closed while the project is under construction. She said a MnDOT ROW permit will be required for any work in MnDOT property. Bisson summarized the schedule, stated the substantial completion date is June 30, 2024 and that the paving will be done by the contractor of the mill and overly project. A motion was made by Wermerskirchen and seconded by Furrer to approve Resolution 2024-13. Vote for: Wermerskirchen, Kodada, Rud, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

f. Consider Approval of Resolution 2024-14, a Resolution Approving the Plans and Specifications for the 2024 Mill & Overlay Improvement Project and Ordering the Advertisement for Bids.

Bisson said at the March 28, 2024 meeting, the City Council authorized the plans and specifications for the project. She summarized the streets included and also the alternate improvements. Bisson said the valley gutter at 4<sup>th</sup> NW/Ash St will be removed and replaced with bituminous pavement. She reviewed the timeline and said the substantial completion date for the project is July 31, 2024. Bisson recommended approval of the plans/specification and advertisement for bids. Kodada said the mill and overlay is the right solution at this time and that the north end of 5<sup>th</sup> Ave NW is in need of repair. A motion was made by Kodada and seconded by Furrer to approve Resolution 2024-14. Vote for: Rud, Kodada, Wermerskirchen, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

g. Consider Approval of a Joint Powers Agreement for the Cannon River Drug and Violent Offender Task Force

Schmitz said Lonsdale is part of the Cannon River Drug and Violent Offender Task Force and recently, there were changes made to the Joint Powers Agreement that need to be approved by all members. He said the changes were non-material and no major changes to the agreement are proposed. A motion was made by Kodada and seconded by Wermerskirchen to approve the Joint Powers Agreement for the Cannon River Drug and Violent Task Force. Vote for: Rud, Kodada, Wermerskirchen, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

h. Consider Approval of a Quote Submitted by Grove Security in the Amount of \$5,395.40 for Security Camera and Installation

Schmitz said with the new skate park at Sticha Park, he was directed to research security camera options to deter vandalism, etc. at the park. He said he was recommending the quote submitted by Verkada because their cameras are in other parks and are working well. Furrer asked if the cost is in-line with other cameras. Schmitz said it is close but up due to inflation. He said it is the same camera that is at Trenda Memorial Park. Mayor Rud asked if there has been much vandalism at the skate park. Schmitz said at first yes but not much since then. Kodada asked if a hot spot would be needed. Schmitz said yes. A motion was made by Furrer and seconded by Kodada to approve the quote submitted by Grove Security in the amount of \$5,395.40. Vote for: Rud, Kodada, Wermerskirchen, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

Mayor Rud said he received an email from a resident on 4<sup>th</sup> Ave SE regarding the speed of vehicles on 4<sup>th</sup> Ave SE and the request for a speed bump. Schmitz said he would recommend to start with increased patrol and setting the speed trailer on 4<sup>th</sup> Ave SE. Wermerskirchen asked if the City had traffic counting equipment that could be placed on 4<sup>th</sup> Ave SE. Dornfeld said the City does not but he could reach out to Rice County to see if the City could borrow theirs. Wermerskirchen said he is interested in how many vehicles utilize 4<sup>th</sup> Ave SE and utilizing the speed trailer as a deterrent. He said speed bumps do not work well.

i. Consider Approval of Ordinance 2024-327, an Ordinance Regulating Cannabinoid Products

Erickson said staff worked to develop the proposed ordinance and it has been reviewed by the Planning Commission at their last several meetings. He said the public hearing was held earlier this month and he summarized the comment received. Erickson said the ordinance establishes regulations, exemptions and licensing requirements compliant with state statute, a license application, grounds for license denial and penalties.

Wermerskirchen asked when it would be effective. Erickson said after it is published.

Wermerskirchen asked about tastings. Erickson said the ordinance was drafted to allow for tastings at Lonsdale Liquor and bars/restaurants. He said staff attended a conference earlier in the week where THC infused beverages were sampled but they did not include THC. Furrer asked about penalties and said she agreed with the public comment for increasing them. Erickson said the ordinance was drafted to allow the Officers to determine whether the penalty is an administrative fine or a citation through the court system. Wermerskirchen said the officers have more important items to deal with.

Mayor Rud suggested a trial period for penalties, if needed. Furrer agreed and said it might not be an issue. Wermerskirchen said he was concerned with dispensary licensing and wants to make sure if licenses are available, Lonsdale should be allowed one.

Kodada said the Planning Commission reviewed this and said they recommended its approval to the City Council. A motion was made by Kodada and seconded by Wermerskirchen to approve Ordinance 2024-327. Vote for: Rud, Kodada, Wermerskirchen, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

j. Consider Approval of the City's Proposed 2024 Trail Plan and to Request Engineering Proposal from WSB

Erickson said staff presented the proposed 2024 Trail Plan at the April Park Board meeting to determine priorities for 2024. He said staff and the Park Board were recommending that a trail be constructed along the west side of 8<sup>th</sup> Ave SW between Heritage Dr. SW and CSAH 4 for increased pedestrian safety, the Ash St. NE trail, 80<sup>th</sup> St trail and the trail behind Bluff Heights Dr SE. Erickson said staff is proposing to make repairs to the 80<sup>th</sup> St and Bluff Heights Dr SE trails in house. He said the project is being proposed but is dependent on the pickleball project. Kodada asked if engineering was utilized last year. Erickson said yes. A motion was made by Kodada and seconded by Furrer to approve the City's proposed 2024 Trail Plan and to request a proposal from WSB. Vote for: Rud, Kodada, Wermerskirchen, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

k. Consider Approval of a Sewer Rate Adjustment for the Property Located at 528 Cottonwood St. NE

Erickson said the property owner of 528 Cottonwood St. NE is requesting a sewer rate adjustment due to a leaking spigot, which has been fixed. He said the recommendation is to base the sewer rate on 3,000 gallons per month, which would be a savings of \$272.80 through the remainder of the year. A motion was made by Wermerskirchen and seconded by Furrer to approve a sewer rate adjustment to 3,000 gallons per month for the remainder of the year and a credit of \$74.40. Vote for: Rud, Kodada, Wermerskirchen, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

1. Consider Approval to Accept Stephanie Greenman’s Letter of Resignation  
Erickson said Greenman has resigned from her position as Part Time Liquor Store Clerk. He said she was a good worker, will be missed and wished her the best. Erickson said staff has discussed this and other employees have agreed to work Greenman’s shifts. A motion was made by Furrer and seconded by Kodada to accept Greenman’s letter of resignation. Vote for: Rud, Kodada, Wermerskirchen, and Furrer. Vote against: None. Vote: 4-0. Motion carried.

## 11. OTHER BUSINESS

- a. Department & Council Reports

### Public Works:

Dornfeld said staff has been busy with parks and planning for street and trail maintenance. He said the public hearing for the City’s WWTP permit was held prior to the meeting.

### City Engineer:

Bisson said she has been helping staff as needed on various projects.

### City Administrator:

Erickson said he has been assisting with Park Board and Planning & Zoning related items and helping with the website update. He said he and liquor store staff attended the annual MMBA conference earlier in the week. Erickson said he will be reviewing the 2023 audit because it will be presented at the next meeting.

### Community Development Planner:

None

### Councilmember Wermerskirchen:

Wermerskirchen said carpet should be installed at the library in May and shelving installed by the end of summer. He said library staff has been utilizing social media and one video went viral with over 3,000 views. Wermerskirchen said due to the water damage, the library is doing a fundraiser to help pay for items above and beyond what is covered by insurance.

### Councilmember Kevin Kodada:

Kodada said the Parks & Recreation Commission met on April 15, 2024. He said the City received a SHIP grant for designing the 8<sup>th</sup> Ave SW trail connection, that Arbor Day is tomorrow and Lonsdale has been a Tree City for the last 15 years. Kodada said the Planning Commission met and discussed the cannabinoid ordinance discussed earlier in the meeting.

### Councilmember Furrer:

Furrer said the EDA is working on marketing, discussing working with a realtor to sell City properties and on the next Lunch & Learn event.

Councilmember Pelava:

None

Mayor Rud:

Rud said the Chamber is holding their Street Fair on May 14<sup>th</sup> by Mackenthun's. He said it was very cool that the Freemasons, Masonic Charities, the Lonsdale American Legion and PD were able to partner on the donation of the FST's.

## **12. ADJOURNMENT**

A motion was made by Furrer and seconded by Kodada to adjourn the meeting at 8:20 pm.

Vote for: Wermerskirchen, Kodada, Rud, and Furrer. Vote against: None. Abstained: None.

Vote: 4-0. Motion carried.

Respectfully Submitted:

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Joel A. Erickson, City Administrator