

**MINUTES
CITY OF LONSDALE
REGULAR CITY COUNCIL MEETING
APRIL 14, 2011**

1. CALL TO ORDER

Mayor Rud called a meeting of the Lonsdale City Council to order at 7:01 p.m. in the City Council Chamber, 415 Central St. W.

2. PLEDGE OF ALLEGIANCE

Everyone stood and recited the pledge of allegiance.

3. ROLL CALL

Present: Daleiden, Kodada, Rud, Furrer and Pelava

Absent: None

Staff Present: City Administrator Joel Erickson, Public Works Director Russ Vlasak and John Stewart of BDM Engineers and Surveyors

4. AGENDA

Mayor Rud said the agenda goes through 10J and asked if anyone had any additions or deletions to the agenda. Erickson asked the City Council considering adding an LG220 gambling application for exempt permit for the Immaculate Conception Church and an RFP for engineering services for Area # 2 of the City's CIP. A motion was made by Kodada and seconded by Furrer to approve the agenda with the proposed additions. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

5. APPROVAL OF MINUTES

None

6. PUBLIC HEARINGS

None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

a. Consider Approval of an Application and Permit for a 1 to 4 Day Temporary On-Sale Liquor License Submitted by the Lonsdale Area Chamber of Commerce for Their 4th of July Event Being Held on July 2nd, 3rd and 4th 2011

No discussion.

b. Consider Approval of an Application and Permit for a 1 to 4 Day Temporary On-Sale Liquor License Submitted by the Lonsdale Firemen's Relief Association for Their Annual Steak Fry Being held on May 21, 2011

No discussion.

c. Consider Approval of an Application and Permit for a 1 to 4 Day Temporary On-Sale Liquor License Submitted by the Melissa Friedges Memorial to Conduct a Fundraiser on June 25th and 26th 2011 at the Jaycee Park

Al Friedges of 6190 50th St. W., Webster, MN stated the organization is named after his daughter and all of the proceeds to go make improvements to the Holy Cross Catholic School ball fields. Friedges thanked the City and Lions for use of the park.

A motion was made by Kodada and seconded by Pelava to approve the Consent Agenda. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

9. OLD BUSINESS

- a. Consider Approval to Request a Proposal From WSB & Associates, Inc. for Professional Services for Submitting Applications to Place the 2nd Ave NW Watermain Improvements on the Minnesota Department of Health's Project Priority List and 2012 Intended Use Plan

Erickson said at the last meeting, the City Council requested staff to do a cost comparison between financing through the Public Facilities Authority (PFA) and traditional bonding. Erickson said it is \$20,000.00 more expensive to finance the proposed project with PFA funds but added the annual debt service is nearly half traditional bonding. He recommending not using PFA funding this project but said it would make sense to use PFA funding for a larger project. A motion was made by Daleiden and seconded by Furrer to table this item until 10L. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

10. NEW BUSINESS

- a. Consider Approval of Resolution 2011-09, a Resolution Accepting a Bid for the Water Treatment Plant Construction Project

Erickson said the City Council was updated on the bids received at the last meeting and staff has researched the deducts requested by the City Council. John Stewart of BDM Engineers and Surveyors said the City received eight bids all within thirteen percent of each other and the three low bidders were within \$5,000.00 of each other. He said he has looked at the deducts and everything was very competitive. He said when considering the low bid, it reduced the City's PFA funding request from \$2,000,000.00 to \$1,720,000.00. He said he has worked with Municipal Building, Inc. on a smaller project and they did a good job but looked for a lot of change orders. He said they have called their references and all were good. Stewart recommended approval of Municipal Builders, Inc. bid including all the deducts in the bid. Stewart said he was recommending approval of the service platform as a safety issue. Kodada asked what the benefit of the service platform was. Stewart said one fall and the legal fees will eat up any savings. Kodada said the employees will be in a cage and should be wearing a safety harness. There was general discussion on a service platform or a scissors lift for maintenance on the filters. Furrer asked if there was enough room to maneuver the lift. Stewart said there was but it will be tight. Vlasak said he was recommending the service platform as a means for safety. A motion was made by Daleiden and seconded by Furrer to approve Resolution 2011-09, with the deletion of item "a". Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

Stewart updated the City Council on the PFA funding by saying the review has not be completed and the Department of Health has reviewed the plans and several items need to be revised. Kodada said the contractor likes change orders and asked what the changes will add to the contract price. Stewart said he estimated the changes order to be around \$10,000.00.

- b. Consider Approval of Resolution 2011-10, a Resolution Approving the City of Lonsdale's Street Sweeping Policy

Erickson said the League of MN Cities recommends all cities have a Street Sweeping Policy. He said Public Works staff has drafted the proposed policy that is based on the League of MN Cities sample and the City of Burnsville. Erickson reviewed the proposed policy. Kodada asked if the City would be sweeping all sidewalks Erickson said only when they butt up to the back of the curb on collector or arterial streets. Daleiden said it is good to have a policy but it needs to be reviewed on a regular basis. Pelava asked if language pertaining to "city equipment" needs to be deleted because if for some reason the City needed to use contracted help or equipment. Erickson said it is the intent of the policy and the City to use City equipment and it does not prevent the use of contracted services or rented equipment. A motion was made by Daleiden and seconded by Pelava to approve Resolution 2011-10. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

c. Consider Approval of Resolution 2011-11, a Resolution Approving a Premises Permit Application for the Tri-Lakes Sportsmen's Club to Conduct Lawful Gambling at 114 Main Street South

Erickson said the Tri-Lakes Sportsmen's Club had submitted an application and premises permit to conduct charitable gambling at 114 Main St. S. He said the Lonsdale Firemen's Relief Association recently terminated their agreement with Flicek's Sports Bar & Grill for lawful gambling and that everything had been resolved between the two parties. Erickson said the City does not have a Lawful Gambling Ordinance which would provide the City with a means for denying the request. Erickson said staff has drafted an ordinance and it will be reviewed by all parties that hold a premises permit in town before presenting it to the City Council for approval. Erickson said in the past, premises permits were valid for two year but now they are perpetual as long as the organization meets all the State requirements and pays their license fee. Mayor Rud asked Robert Horejsi if the organization was ready to go. Horejsi said they are ready to begin lawful gambling but the State only allows lawful gambling to begin at the beginning of the month, so they will begin on May 1, 2011. A motion was made by Kodada and seconded by Pelava to approve Resolution 2011-11. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

d. Consider Approval of a Proposed Engineer Services Request for Proposals (RFP) for Area # 5 of the City Capital Improvement Plan (CIP)

Erickson said at the last meeting, the City Council requested that staff draft a RFP for engineering services for Area # 5. Mayor Rud asked if the City could financially handle reconstructing both Area # 5 and # 2. Erickson said no. Mayor Rud said the City Council will have to decide which area to reconstruct. Kodada said Area # 2 was a priority to him. Daleiden asked Vlasak which area was a priority. Vlasak said the streets in Area # 5 are worse and 2nd Ave NW should be enlarged to include all of Area # 2. Mayor Rud asked how the water problem would be resolved in Area # 2. Vlasak said a temporary tile could be installed. Erickson said a temporary solution could be that between October and April, that sump pumps in the area could be allowed to drain into the sanitary sewer preventing any surface drainage, which seemed to be the problem several months ago. The City Council held general discussion on whether to reconstruct Area # 5 or Area # 2. Furrer said the projects are slated for construction in 2012 and asked what would be done in 2011 to resolve the problems. Erickson said he would contact Northland Securities for analysis of a debt service structure for both projects. A motion was made Kodada and seconded by Furrer to approve the proposed RFP and authorized staff to send the RFP to selected firms. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

e. Consider Approval of the First Amendment to the Agreement to Spread Bio-Solids Between the City of Lonsdale and James and Sharon Schmitz

Erickson said this would be the third time the City has been required to haul and apply bio-solids in the spring. He said the City Council requested staff to reach an agreement with Schmitz's so there was something in writing. Erickson said staff has meet with Schmitz and came to terms on an agreement. He said the terms are as follows: no payment prior to March 15th, between March 16th and May 10th the City will pay \$100.00 per acre, between May 11th and May 28th the payment would increase \$8.00 per acre per day up to a maximum of \$200.00 per acre and the last day to spread will be May 28th. Kodada asked if the City follows road restrictions when hauling. Vlasak said it is up to the hauler to comply with road restrictions. A motion was made by Kodada and seconded by Pelava to approve the First Amendment to the Agreement to Spread Bio-Solids between the City of Lonsdale and James and Sharon Schmitz. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

- f. Consider Approval of a Quote Submitted by Buscho Enterprises in the Amount of \$7,175.00 for Hauling and Application of Bio-Solids
Erickson said staff sent proposals to four companies and received two responses. One was to say they were not interested and the other was from Buscho Enterprises, LLP in the amount of \$7,175.00 for 300,000 gallons of bio-solids. A motion was made by Daleiden and seconded by Furrer to approve the quote submitted by Buscho Enterprises, LLC in the amount of \$7,175.00. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.
- g. Consider Approval to Reschedule the Thursday, May 26, 2011 City Council Meeting to Tuesday, May 24, 2011
Erickson said he was requesting approval from the City Council to reschedule the May 26th City Council meeting to Tuesday, May 24th. A motion was made by Kodada and seconded by Pelava to reschedule the May 26, 2011 City Council meeting to Tuesday, May 24, 2011. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.
- g. Consider Approval to Accept Jeff Heller's Letter of Resignation Effective April 8, 2011
Erickson said Heller submitted his letter of resignation on Friday, April 8, 2011, effective immediately due to accepting another job. A motion was made by Daleiden and seconded by Furrer to accept Heller's letter of resignation. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.
- h. Consider Approval of a Proposed Job Description for the Position of Part Time Public Works Worker I
Erickson said he and Vlasak drafted the proposed job description for a Part Time Public Works Worker I. He said the reason for the job description is to create a position between the current part time employees and the current full time employees. Mayor Rud asked if the position was even needed with Heller's resignation just being accepted. Erickson said the most that is needed at this point in time is part time between twenty and thirty hours. Daleiden said the job description could be approved regardless of whether or not the position is filled. A motion was made Daleiden to approve the proposed job description for the position of Part Time Public Work Worker I. Mayor Rud asked if there was any discussion. After that, Daleiden rescinded his motion. A motion was made by Pelava and seconded by Daleiden to table a decision on the proposed job description until it is determined the position will be filled. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.
- i. Consider Approval to Authorize Staff to Advertise the Position of Part Time Public Works Worker I at Grade 7 / Step 1 (\$16.37/hr.)
Mayor Rud said the City Council needs to decide if the position will be filled. He said with two years of a wage freeze, it is time the City show its appreciation to the employees and give them a wage increase from the savings by not filling this position. Pelava said the same situation was dealt with at City Hall and tasks are getting done and possibly more efficiently. He said the position could be filled at a later date if deemed necessary. Erickson reviewed the staff report on the options available to the City Council. Mayor Rud asked if the position needed to be filled tonight. Erickson replied no. Daleiden said the City could consider a temp agency to fill the position. Kodada said if the City does not advertise the position, some work might have to be contracted out. Mayor Rud suggested staff review the job description and bring back a recommendation in a month.
- j. Consider Approval of a LG220 Application for Exempt Permit With No Waiting Period to Conduct Lawful Gambling Submitted by the Church of the Immaculate Conception for Their Church Festival Being Held on August 7, 2011
Erickson said this is an annual request by IC Church for their Church Festival being held in August. Erickson recommended approval of the application with no

waiting period. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

k. Consider Approval of a Proposed Engineering Services Request for Proposals (RFP) for Area # 2 of the City Capital Improvement Plan

Erickson said the proposed RFP will be the same as the RFP for Area # 5. A motion was made by Kodada and seconded by Pelava to approve the proposed RFP for engineering services for Area # 2. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

The City Council discussed interim drainage solutions for 2nd Ave in 2011. Erickson said one option is to allow sump pumps to drain into the sanitary sewer during the winter months to prevent overland drainage, which flows during the day, freezes at night and continues to expand. Vlasak said he has one quote for leak detection and is waiting on a second. The City Council said to bring the proposal to the next City Council meeting.

11. OTHER BUSINESS

a. Department Reports

Liquor Store: Daleiden said the Spring Tasting is schedule for Saturday and maintenance such as painting, tile, etc. has been done to give the store a fresh look. He said the first quarter of the year is typically the weak.

Parks and Recreation: Kodada said the Park Board meet last week and discussed volleyball courts, a skate park, a MnDoT Roadside Landscape Partnership grant for fall plantings, the Aces enlarging the shed at Trender Memorial Park, the County SHIP Grant and the lumberyard requesting to realign the WELCO trail.

SkyWarn: Furrer said SkyWarn is getting ready for a fundraiser at Pioneer Power and is looking at restructuring their non-profit status.

Library Board: Furrer said the Board will be meeting next week and holding a Friends of the Library organizational meeting.

EDA: Furrer said the EDA will be meeting next week.

Planning Commission: Pelava said the Planning Commission will be meeting next week.

Water/Sewer: Pelava said the City Council discussed many items pertaining to water and sewer during the two meetings tonight.

Mayor Rud: Mayor Rud said the citywide garage sales will be held May 7th, the Firemen's Relief Steak Fry is scheduled for May 21st and there is a benefit for Gary Flicek scheduled for May 20th.

Erickson said the citywide cleanup has been rescheduled for May 21st. Pelava said the Chamber's waffle breakfast is scheduled for May 7th and Devin Reyes has been hired as the Chamber's President and is in the office Monday – Friday between 9:00 am and 1:00 pm.

12. ADJOURNMENT

A motion was made by Furrer and seconded by Pelava to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried. The meeting ended at 9:02 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator