

**MINUTES
CITY OF LONSDALE
REGULAR CITY COUNCIL MEETING
August 26, 2010**

1. CALL TO ORDER

Mayor Rud called a meeting of the Lonsdale City Council to order at 7:00 pm in the Council Chambers at 415 Central Street West.

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, City Planner Benjamin Baker, City Engineer Kevin Kawlewski, Public Works Director Russ Vlasak, Police Chief Schmitz, and Treasurer Joyce Skluzacek

4. AGENDA

Mayor Rud asked if anyone had any additions, deletions, or corrections to the agenda. Kodada asked if "Jaycee Park Ball Field Project" could be added to the agenda.

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

5. APPROVAL OF MINUTES

A motion was made by Kodada and seconded by Furrer to approve the minutes from the July 26, 2010 Special Meeting, the July 29, 2010 Regular Meeting, the August 9, 2010 Special Meeting, and the August 12, 2010 Regular Meeting. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Vote: 5-0. Motion carried.

6. PUBLIC HEARINGS

None

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

A motion was made by Kodada 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, Kodada, Rud, Furrer, and Pelava. Against: None. Vote: 5-0. Motion carried.

9. OLD BUSINESS

- a. Review of the Professional Engineering Services Proposals Received for the Water Treatment Plant Project and Consider Approval of Engineering Firms to Select for Interviews

Erickson provided the City Council with the seven proposals received for engineering services on the proposed water treatment plant including (listed from lowest bid to highest bid): 1) WSB - \$162,800.00, 2) BDM - \$165,000.00, 3) Bonestroo - \$178,000.00, 4) Bolton & Menk - \$195,000.00, 5) Progressive - \$208,057.00, 6) SEH - \$240,024.00, and 7) TKDA - \$266,300.00 (eight RFPs were sent out). He asked the Council which firms should be invited for an interview. The Council decided that the lowest four bids should be interviewed. Daleiden stated that observation time should be clarified during the interviews. Rud stated that the Council should submit any comments or questions to Administrator Erickson before September 3rd.

A motion was made by Kodada and seconded by Furrer to schedule a special City Council meeting on Wednesday, September 8, 2010 to interview 1) WSB & Associates, 2) BDM Consulting Engineers, 3) Bonestroo, and 4) Bolton & Menk (the four lowest proposals received) for water treatment plant engineering services. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Vote: 5-0. Motion carried.

10. NEW BUSINESS

- a. Review Northfield Ambulance Report – Fritz Duban

Duban provided the Council with an update on the Northfield Ambulance meeting that was held on August 25th at Wheatland Town Hall. Duban provided statistics on the number of runs, average response time, and he compared the numbers to previous years. He mentioned that GPS units will be put in the cabs of each ambulance which will provide vital information to the paramedics including location, call time, condition of the injured party. He also stated that in 2 – 3 weeks a brand new ambulance will be arriving. He mentioned that the next meeting will be on November 10th at Webster Town Hall.

Rud and the Council thanked Duban for his service to the community.

- b. Consider Approval to Make a Conditional Job Offer to Scott Kochendorfer as Part Time Police Officer at Grade 8 / Step 1 (\$17.64/hr)

Police Chief Schmitz said that 18 applications were received for the two open part-time police officer positions. Schmitz mentioned that the Human Resources Committee interviewed six applicants on August 19, 2010, and they selected Scott Kochendorfer and Eric Kline to be hired as part-time police officers for the City of Lonsdale contingent on

passing background investigations.

Daleiden and Furrer stated that some very good candidates applied for the positions, but Kochdendorfer and Kline seemed to be the best fit for the Lonsdale's Police Department.

A motion was made by Daleiden and seconded by Pelava to approve a conditional job offer to Scott Kochdendorfer as a Part Time Police Officer at Grade 8 / Step 1 (\$17.64/hr). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Vote: 5-0. Motion carried.

- c. Consider Approval to Make a Conditional Job Offer to Eric Kline as Part Time Police Officer at Grade 8 / Step 1 (\$17.64/hr)

A motion was made by Daleiden and seconded by Furrer to approve a conditional job offer to Eric Kline as a Part Time Police Officer at Grade 8 / Step 1 (\$17.64/hr). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Vote: 5-0. Motion carried.

- d. Review and Consider Approval of a New Monthly Treasurer's Report Format

Treasurer Skluzacek provided the Council with a new monthly Treasurer's Report based on the City's accounting system, and she asked the Council to provide feedback on the new format. She explained the numbers in the report and the more comprehensive fund details. She also mentioned that that monthly reports will help with the annual audit process. Kodada and Daleiden agreed that it is good to be on the same page with the City Auditor, and they said that the new format looks nice. The Council directed City staff to use the new format each month for the Treasurer's Report.

- e. Consider Approval of a Quote Submitted by Design Electric, Inc. in the Amount of \$2,424.00 for the Installation of Two Loop Detectors Associated with the Stop Light

City Engineer Kawlewski explained the issues associated with the location of the Main Street stop light loop detectors. He mentioned that the existing loop detectors are operational, but vehicles have been observed stopping prior to the in place detection system. Kawlewski recommended installing additional loop detectors for both approaches to ensure proper direction for traffic on Main Street. Kodada agreed that it is necessary to have properly functioning stop lights.

A motion was made by Kodada and seconded by Furrer to approve a quote submitted by Design Electric, Inc. in the Amount of \$2,424.00 for the installation of two loop detectors associated with the Hwy 19 & Main Street stop light. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Vote: 5-0. Motion carried.

- f. Consider Approval of an Economic Development Authority Revolving Loan Fund Loan in the Amount of \$51,000.00 to Russell and Deborah Sirek for Gap Financing to Purchase Lonsdale Hardware Appliance and Rental

Erickson explained that the EDA reviewed a Revolving Loan Fund request by Russell and Deborah Sirek at their previous meeting. He said that the loan request was for gap financing associated with the purchase of the Lonsdale Hardware store. Erickson said

that Russell Sirek was at the EDA meeting to answer questions from the Board, and he stated that the EDA recommended approval of the \$51,000.00 loan. Erickson explained the details of the loan. Rud said that he hopes the deal closes, but he suggested that an expiration date be a condition of approval.

A motion was made by Daleiden and seconded by Pelava to approve an Economic Development Authority Revolving Loan Fund Loan in the amount of \$51,000.00 to Russell and Deborah Sirek for gap financing to purchase Lonsdale Hardware Appliance and Rental with the following condition:

1. The \$51,000 loan shall be held by the City until the date of closing. If said property is not closed upon within 90 days, the loan shall be nullified. However, the Council may consider a time extension after 90 days have elapsed.

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

g. Discuss Jaycee Park Ball Field Project

Kodada updated the Council on the proposed Jaycee Park Ballfield Project. He said that the outfield area is in need of some grading work. He asked the Council to consider using Park Development Fund money to help with project expenses. Rud said that the fields definitely need to be built correctly. Kodada mentioned that both the Men's Softball League and Lonsdale Little League will be donating funds towards the project. He also said a local excavating company may be donating some labor and equipment towards the project too. Kodada mentioned that City forces should probably take down the outfield fences, but he suggested that a professional fencing company reinstall the fencing. Rud said that the proposed project is a good idea, considering all the people who use the park.

Fritz Duban noted that the Lonsdale Lions will be installing an exhaust fan in the Jaycee Park concession stand to help let out some of the some of the heat and humidity.

11. OTHER BUSINESS

a. Department Reports:

Council Member Daleiden

Daleiden stated that the Liquor Store saw a nice profit in July, but he said that customer counts have been down in August. He noted that weekends make a huge difference in the statistics, and he mentioned that August 2009 had five weekends, but August 2010 only has four weekends.

Council Member Kodada

Kodada commented about outstanding punch list items for the Central Street Sidewalk Project.

Council Member Furrer

Furrer mentioned that the EDA reviewed the Sirek loan request at their last meeting. She also stated that the Library is working on getting the Friends of the Library program going.

Council Member Pelava

Pelava provided the Council with an update on the CapX2020 project. He also mentioned that the Commission was looking into updating the fence ordinance and clarifying regulations pertaining to farm animals within City Limits.

Council Member Rud

Rud congratulated the Lonsdale Fire Department on rescuing a man out of a grain bin earlier in the day. He also announced that the next Meeting with the Mayor will be held on September 18th. Rud stated that the final 2011 City Budget meeting is scheduled for Monday, August 30 at 6:00pm.

Administrator Erickson provided the Council with a brief update on health insurance renewal costs. He mentioned that the rate went up 16.5%, and he suggested that the City go to market for more affordable City health insurance.

12. ADJOURNMENT

A motion was made by Daleiden and seconded by Kodada to adjourn the meeting. Vote for: Kodada, Rud, Smith, Furrer, and Pelava. Against: None. Vote: 5-0. Motion carried. The meeting closed at 8:01 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator