

**MINUTES  
CITY OF LONSDALE  
REGULAR CITY COUNCIL MEETING  
JANUARY 26, 2012**

**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

**4. AGENDA**

Mayor Rud asked if anyone had any additions, deletions, or corrections to the agenda. A motion was made by Daleiden and seconded by Pelava to approve the agenda as presented. Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. Motion carried.

**5. APPROVAL OF MINUTES**

A motion was made by Daleiden and seconded by Pelava to approve the minutes from the following meetings:

- December 29, 2011 Regular Meeting
- January 3, 2012 Special Meeting
- January 19, 2012 Special Meeting

Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. 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 Daleiden and seconded by Pelava to approve the consent agenda as follows:

- a. Monthly Bills
- b. Treasurer's Report
- c. Board & Commission Minutes

No items were pulled for further discussion. Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. Motion carried.

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

- a. Closed Session of the City Council to Review a Complaint Against an Employee

At 7:04 pm the Lonsdale City Council recessed from the regular meeting and moved to the upstairs meeting room at City Hall to review a complaint against an employee. After reviewing the issue, the City Council returned back to the Council Chambers, and the regular meeting was continued.

A motion was made by Kodada and seconded by Daleiden to declare the intention to terminate "Employee A", effective January 27, 2012. Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. Motion carried.

b. Consider Approval to Accept the Resignation of Part Time Police Officer Christopher Daley – Jason Schmitz, Chief of Police

Police Chief Schmitz stated that Chris Daely has been employed as a part-time officer for the City since June 2009. He mentioned that he received a resignation letter from Daley on January 15, 2012. Kodada questioned if the City will need to go through the advertisement and interview process again. Pelava asked what the City should be doing differently to entice police part-time officers to stay in Lonsdale more permanently. Schmitz explained that the predicament is not unique to Lonsdale, and he explained that most part-timers are looking to obtain a full-time job once they gain part-time experience; so it is hard to retain some part-timers.

A motion was made by Kodada and seconded by Pelava to accept Part Time Police Officer Christopher Daley's resignation. Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. Motion carried.

c. Consider Approval of a Quote Submitted by New Prague Ford in the Amount of \$23,200.00 for a 2013 Police Interceptor Squad Car – Jason Schmitz, Chief of Police

Schmitz stated that the City currently has \$30,700 budgeted for the purpose of replacing the current patrol car. He recommended replacing the 2007 Crown Victoria Patrol Interceptor (102,960 miles) with a new patrol car. He reviewed the Department's vehicle fleet. He presented the Council with a quote in the amount of \$23,200.00 (State bid price) for a 2013 Ford Taurus Police Interceptor from New Prague Ford.

A motion was made by Daleiden and seconded by Pelava to approve a quote submitted by New Prague Ford in the amount of \$23,200 for a 2013 Police Interceptor squad car. Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. Motion carried.

d. Consider Approval of a Driving Diversion Program Services Agreement Between the City of Lonsdale, the State of Minnesota and Diversion Solutions, LLC – Jason Schmitz, Chief of Police

Schmitz provided the Council with background information on a proposed driving diversion program as recommended by City Attorney Kurt Fischer. Fisher's memo explained that the program is aimed at people who are chronically without a driver's license because of unpaid fees. Fisher's memo said that the diversion program would allow people to drive legally, thereby improving their employment prospects, and to speed up collection of unpaid fees.

A motion was made by Daleiden and seconded by Furrer to approve a Driving Diversion Program Service Agreement between the City of Lonsdale, the State of Minnesota, and Diversion Solutions, LLC. Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. Motion carried.

e. Consider Approval of the City of Lonsdale's 2012 Pay Equity Report

Erickson explained that since 1984, cities in Minnesota are required to submit a Pay Equity Report every three years. He said that the purpose of Pay Equity is to determine if females are paid similar to males in the same job classes. He provided the Council with Lonsdale's 2012 Pay Equity Report to review, and he mentioned that the City seems to be in compliance with Pay Equity.

A motion was made by Kodada and seconded by Furrer to approve the 2012 Pay Equity Report. Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. Motion carried.

f. Consider Approval to Make a Job offer to Mary Jo Turek as Part Time Office/Administrative Specialist at Grade 2 / Step (\$12.38/hour)

Erickson mentioned that the City received 23 applications for the position and four of the applicants were interviewed on January 10<sup>th</sup> by the Human Resource Committee. Based

on the decision made by the Committee, Erickson recommended making a job offer to Mary Jo Turek as Part Time Office/Administrative Specialist. Erickson mentioned that Turek would begin employment on February 6, 2012, and he said that she would probably work 30 – 35 hours per week.

A motion was made by Daleiden and seconded by Furrer to approve to make a job offer to Mary Jo Turek as Part-Time Office/Administrative Specialist at Grade 2 / Step 6 (\$12.38/hour). Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. Motion carried.

g. Consider Approval to Request a Proposal from WSB & Associates, Inc. to Complete the City's Submission for a Project to be Considered for the State's Revolving Fund Loan Programs

Erickson explained that the deadline is coming soon for City projects looking to take advantage of State initiated low-interest loan programs associated with new water main and storm sewers. He recommended that the City obtain a proposal from WSB to complete the City's submission, so that the City will have different funding options to consider in the case that the Area # 5 Reconstruction Project moves forward in 2013.

A motion was made by Daleiden and seconded by Kodada to request a proposal from WSB & Associates, Inc. to complete the City's submission for a project to be considered for the State's Revolving Fund Loan Programs. Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. Motion carried.

h. Update on Area No. 2 Street and Utility Project – Kevin Kawlewski, City Engineer  
City Engineer Kawlewski provided the Council with an update on the status of the proposed Area # 2 Reconstruction Project. He said that his firm is currently working to convert/rework older drafting files submitted by the previous engineering firm to match their newer CADD software. He presented the Council and City staff with a preliminary construction plan set for review. He mentioned that the final plan set will be ready by the next Council meeting. He reviewed "best-value contracting" procedure with the Council. Kodada stated that he likes the idea of getting to know contractors before a bid is submitted. Rud stated that "low bid" carries more weight around this area compared to the metro, and he suggested taking that fact into consideration. The Council suggested adding Council Members Kodada and Daleiden to a 4 or 5-person pre-bid evaluation panel.

i. 2011 Community Development Report – Ben Baker, City Planner

City Planner Baker provided the Council with the 2011 Community Development Report to review. He went through the report which detailed statistics related to building permits, land use permits, an updated residential lot inventory, and associated community development fees collected/receivable. He noted that both Lonsdale and Northfield issued the most single-family home permits (15) in the area for 2011. He also noted that Lonsdale issued the most single-family home permits (64) over the past four years compared to neighboring communities. The report also included a development map of Northeast Lonsdale and charts comparing 2011 numbers to other area cities and to previous years.

## 11. OTHER BUSINESS

a. Department Reports

- *Council Member Daleiden*

Daleiden provided a brief report on the municipal liquor store.

- *Council Member Kodada*

Kodada stated that the Park Board will be meeting on January 31, 2012.

- *Council Member Furrer*

Furrer mentioned that the Penny Matchinski was nominated and elected as the new Library Board President. She also congratulated all the winners from the EDA's Lonsdale First Program. She said that there was good program participation again.

- *Council Member Pelava*  
Pelava reported on the items that were discussed at the January 19, 2012 Planning Commission meeting.
- *Mayor Rud*  
Rud stated the Chamber of Commerce did a good job with their annual dinner again this year. He said that Randy and Lori Stangler deservedly received the “Business Persons of the Year” award. He said that February 11, 2012 will be the next scheduled “Meeting with the Mayor”.

## **12. ADJOURNMENT**

A motion was made by Daleiden and seconded by Pelava to adjourn the meeting. Vote: 5-0 For: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None. Abstained: None. Motion carried. The meeting closed at 8:59 pm.