

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
JANUARY 28, 2016**

**1. CALL TO ORDER**

Mayor 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: Kodada, Daleiden, Rud, Furrer, and Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, City Engineer Kevin Kawlewski, Public Works Director Russ Vlasak, Police Chief Jason Schmitz

**4. APPROVAL OF AGENDA**

Mayor Rud asked if there were any corrections, additions, or deletions to the agenda.

A motion was made by Kodada and seconded by Pelava to approve the agenda as proposed. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

**5. APPROVAL OF MINUTES**

A motion was made by Pleava and seconded by Furrer to approve the Minutes from the December 28, 2015 Regular Meeting, the January 7, 2016 Annual Meeting and the January 14, 2016 Regular Meeting Minutes. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: 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: Kodada, Daleiden, Rud, Furrer, and Pleava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

## 9. OLD BUSINESS

None

## 10. NEW BUSINESS

- a. Introduction of New Part-Time Police Officers Jarid Schmidt and Jack Schleichert – Jason Schmitz, Chief of Police  
Police Chief Jason Schmitz introduced two new Part-Time Police Officers, Jarid Schmidt and Jack Schleichert to the City Council. Schmitz said that Schmidt grew up in Rice County and currently works part-time for the Rice County Sheriff's Department. Schmitz said that Schleichert currently works full-time as a bank branch manager and has volunteered as a police reserve officer for the City of South Saint Paul. He also noted that Schleichert holds a black belt in American Taekwondo. The Council welcomed them both to Lonsdale.
- b. Consider Approval of Resolution 2016-07, a Resolution Transferring \$6,000.00 from the Liquor Fund to the Sewer Fund – Joel Erickson, City Administrator  
Erickson highlighted the accomplishments of Lonsdale Liquor in 2015, including exceeding sales goals, increased gross profit percentage, and lowering than budgeted expenses. He noted that the 57,963 customers came through the doors in 2015 and the average sale was \$25.51. Erickson said that Lonsdale Liquor hosted a TCU Post Prom Fundraiser, participated in the Lonsdale Crawl, held tasting events throughout the year, continued to be a drop off site for the food shelf, and donated \$5,000.00 to the Lonsdale Area Veterans Memorial. He stated that if Resolution 2016-07 is approved, the liquor fund will have repaid the \$560,000.00 of the \$710,000.00 borrowed for construction of the store. Erickson stated that only \$150,000.00 remains to be paid, which will probably take 2-3 years. Rud thanked the Liquor Store Committee, including the Liquor Store Manager Lynette Moe and Assistant Manager Carolyn Korba along with Council Members Kodada and Daleiden and City Administrator Erickson. Rud reminded everyone that profits from the Liquor Store do not leave the community.

A motion was made by Daleiden and seconded by Kodada to approve Resolution 2016-07, a resolution transferring \$6,000.00 from the Liquor Fund to the Sewer Fund. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

c. Consider Approval to Accept Steve Nickolay's Letter of Resignation as Seasonal Public Works Employee – Joel Erickson, City Administrator

The Council reviewed a letter of resignation from Seasonal Public Works Employee Steve Nickolay. Erickson recommended accepting the letter of resignation.

A motion was made by Kodada and seconded by Pelava to accept Steve Nickolay's Letter of Resignation as Seasonal Public Works Employee. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

d. Presentation of the Bids Received for the Area 5 – Phase II Street and Utility Improvement Project – Kevin Kawlewski, City Engineer

Kawlewski stated that bids for the Area No. 5 – Phase II Project were opened earlier in the day. The Council reviewed the bids. He said that 18 prime contractors obtained plans and that 8 bids were ultimately received ranging from \$1.39 million - \$1.84 million. Kawlewski stated that the lowest bid came in well below the Engineer's Estimate of \$1.8 million. Kawlewski explained that prior to accepting the bid submitted by the lowest responsible bidder, the Special Assessment Hearing will need to be held.

No formal action was taken on the bids received.

e. Consider Approval of Resolution 2016-08, a Resolution Declaring the Cost to be Assessed and Ordering Preparation of Proposed Assessment for the Area No. 5 Street and Utility Improvement Project – Phase II

Erickson recommended approving Resolution 2016-08, which declared that special assessments will total \$823,491.30 and the City will pay \$1,570,318.70 of the project costs. He explained that special assessments will be payable over a term of 15 years and bear an interest rate of 5.3%. The Council reviewed the proposed assessment role. Furrer asked if assessments would be adjusted since the lowest bid came in lower than the Engineer's Estimate. Kawlewski explained that everyone in the Area No. 5 Project will be paying the same assessment rate throughout the four phase/year project. He explained that bids for Phase III and Phase IV could potentially come in higher than expected.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2016-08, a resolution declaring the cost to be assessed and ordering preparation of proposed assessment for the Area No. 5 Street and Utility Improvement Project – Phase II. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of Resolution 2016-09, a Resolution Scheduling the Area No. 5 – Phase II Assessment Hearing on February 25, 2016 at 7:00 pm or Shortly Thereafter in the City Council Chambers – Joel Erickson, City Administrator

Erickson said that the next step in the process is to schedule an assessment hearing for Phase II of the Area No. 5 Project. He said that the reason for the hearing is so that the City knows if there are any objections to the assessments, and so financing of the project can be planned accordingly. Erickson read through Resolution 2016-09. He noted that the meeting will not be at the American Legion.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2016-09, a resolution scheduling the Area No. 5 – Phase II Assessment Hearing on February 25, 2016 at 7:00 pm or Shortly Thereafter in the City Council Chambers. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Presentation of the City’s 2015 Community Development Report – Ben Baker, City Planner

The Council reviewed an 18-page Community Development and Building Report drafted by Baker. Baker went through the entire report which detailed 2015 statistics, maps, charts, and graphs, including: building permits, area cities comparisons, home builders, home sales, residential lot inventory, land owners, and fees collected. Baker noted that only Northfield had more new homes in 2015 than Lonsdale, when comparing the 6 neighboring communities. He said that the City processed 10 land use applications and 239 building permits in 2015. Rud and the Council thanked Baker for presenting the terrific report.

- h. Consider Rescheduling a Public Hearing Concerning Ordinance 2016-267

Erickson stated that a public hearing notice was not published in the newspaper in time for the January 28<sup>th</sup> meeting. Therefore, he asked the Council to consider rescheduling the public hearing on Ordinance 2016-267 to February 11, 2016 at 7:00 pm or soon thereafter.

A motion was made by Pelava and seconded by Furrer to reschedule the Public Hearing on Ordinance 2016-267 for February 11, 2016 at 7:00 pm. Vote for: Kodada, Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

## **11. OTHER BUSINESS**

- a. Department Reports

Vlasak provided an update on the silt removal project from the future Pond View Drive SE road bed. He said that the Public Works Department will be starting to place the fishing pier sections on the frozen pond ice over the next few weeks. He also mentioned that the Public Works Department is trimming trees around town.

Kawlewski said that his firm will be starting to work on a traffic analysis report for potential uses within the Rolling Ridge Market Place and 8<sup>th</sup> Avenue NE commercial/higher density land.

Erickson stated that the City's annual audit will be conducted next week.

Baker provided an overview on the City's recent partnerships with Elko New Market and Three Rivers Park District to provide more programming and recreational opportunities in Lonsdale. Rud stated that he was very impressed with the joint meeting held earlier in the day at Cleary Lake Regional Park.

b. Council Reports

*Council Member Daleiden*

Daleiden stated the City is currently on track to pay off the Lonsdale Liquor debt in 2-3 years. He said that January's sales numbers at the liquor store are typically poor.

*Council Member Kodada*

Kodada said that the Park Board elected their annual officers and had good discussion regarding the new Comp Plan Parks & Recreation Chapter.

*Council Member Furrer*

Furrer congratulated Melissa Paggen and Mary Ray Jirik for being appointed to the Library Board. She said that the EDA will be a sponsor of the 2016 Lonsdale Expo.

*Council Member Pelava*

Pelava stated that the Comp Plan Committee will be resuming their regular meetings in February.

*Mayor Rud*

Rud announced that Meeting with the Mayor will be held on Saturday from 8:30 am – 10:30 am. He said that the Chamber of Commerce will be hosting their annual Chamber Dinner. Rud provided everyone with a copy of the 2016 State of the City report.

**12. ADJOURNMENT**

A motion was made by Daleiden and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 7:56 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator