

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
OCTOBER 25, 2012**

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

Members Absent: None

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

**4. APPROVAL OF AGENDA**

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

A motion was made by Daleiden and seconded by Pelava to approve the agenda as presented. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: 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 September 27, 2012 Regular Meeting and the October 11, 2012 Regular Meeting. Vote for: Daleiden, Kodada, 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 Pelava 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. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

- a. Presentation of a Waste Management Youth Recycling Green Team Check to Cub Scout Pack 327 – Rick Rud, Waste Management  
Waste Management Representative Rick Rud presented local Cub Scout Pack 327 with a check for \$323.00 for promoting the recycling of 22.12 tons of cardboard and mixed paper recycling. He mentioned that the Cub Scouts beat the Boy Scout by 5 tons.

The City Council thanked and congratulated the Cub Scouts for their recycling efforts.

- b. Consider Approval of a Bid Submitted by Heiman Fire Equipment in the Amount of \$249,645.00 for a Custom Rescue/Pumper Fire Truck  
Erickson provided the City Council with a staff report, including bids and truck design sketches, to review. He said that three companies submitted bids: 1) Heiman Fire Equipment: \$249,645.00, 2) North Central Ambulance (New): \$272,260.00, and 3) North Central Ambulance (Demo): \$225,563.00. The staff report also showed a breakdown of the additional cost per jurisdiction (approved by each jurisdiction):

Lonsdale	\$4,816.50
Forest Twp	\$2,080.50
Webster Twp	\$3,760.50
Wheatland Twp	\$2,349.00
<u>Erin Twp</u>	<u>\$1,993.50</u>
TOTAL	\$15,000.00

He stated that a bid tabulation spreadsheet was created to verify that the minimum requirements were met.

Two members of the Lonsdale Fire Department Truck Committee, including Scott Sticha and Dave Pfluke, provided further information to the City Council. They said that the proposed new truck will replace 3 existing fire trucks. They explained that the proposed

truck is exactly what they need, and they said that it is the least expensive option as well. The Truck Committee members stated that there is still adequate room in the Fire Hall building for future vehicles and equipment. They recommended approval of the quote submitted by Heiman Fire Equipment.

A motion was made by Kodada and seconded by Pelava to approve a bid submitted by Heiman Fire Equipment in the amount of \$249,645.00 for a custom rescue/pumper fire truck. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

The Council thanked the Truck Committee for putting together the truck specifications.

- c. Consider Approval to Make a Purchase Offer for the Property Located at 133 Main St. N  
Erickson provided background information to the Council. He said that the EDA is pursuing the opportunity to purchase the property at 133 Main Street North, which is currently for sale (listed at \$130,000.00). He explained that the existing building on that property would either be moved or demolished to make more room for a proposed downtown park that is currently being planned by a committee of Park Board and EDA members. For comparison, Erickson provided the Council with a list of properties in Downtown Lonsdale that have sold in recent years. He stated that based on the Open Meeting Law, the City Council can decide to close the meeting to discuss a purchase price if so desired. After further discussion, the Council members decided not to close the regular meeting and to make a similar offer to that of the South 40 building (2012) for \$59,000.00. Rud said that it would be nice to clean up that area of the downtown. Kodada agreed, and he said that a park would make a nice addition to Downtown Lonsdale. Pelava wondered how the proposed low offer would be received by the sellers.

A motion was made by Kodada and seconded by Pelava approving a purchase offer in the amount of \$59,000.00 for the property located at 133 Main Street North. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval to Set the Hourly Rate Paid for Snow Removal at \$75.00/Hour  
Erickson said that each year the City solicits quotes from local contractors for snow removal in the downtown business district. He said that several contractors were contacted for pricing, and their prices ranged between \$74.00/hr - \$75.00/hr. Erickson explained that Staff will use each contractor that submitted a bid on a rotating basis to spread the work as equitable as possible. Kodada asked what last year's rates were. Vlasak said \$72.00/hour.

A motion was made by Kodada and seconded by Furrer to set the hourly rate paid for snow removal at \$75.00/hour. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval of Ordinance 2012-252, an Ordinance Enacting and Adopting a Supplement to the Code of Ordinances for the City of Lonsdale, Minnesota and Declaring an Emergency

Baker said that the City has adopted 24 ordinances to the City Code since that last Codification back in 2009. The Council was provided with a list of the ordinances passed over the last four years. He stated that in order to officially update the City Code with the latest ordinances, the Council must approve the supplements prepared by American Legal Publishing Corporation. Copies of the Lonsdale Ordinance Amendment Book and Supplements S-4 and S-5 were on hand for reference. Baker said that at their meeting on October 25, 2012, the Planning Commission held a public hearing and recommended approval of Ordinance 2012-252.

A motion was made by Daleiden and seconded by Pelava to approve Ordinance 2012-252, an ordinance enacting and adopting a supplement to the Code of Ordinances for the City of Lonsdale, Minnesota and declaring an emergency. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of Ordinance 2012-253, an Ordinance Amending Lonsdale City Code Title XV: Land Usage – Chapter 151, Floodplain Management, Updating Regulation Language Recommended by the Minnesota Department of Natural Resources (DNR) and the Federal Emergency Management Agency (FEMA)

Baker explained that Lonsdale was “mapped” for the first time on April 3, 2012, when a new FEMA FIRM map went into effect for all of Rice County. He said that the DNR recommended that Lonsdale update its ordinance along with the map update. Baker said that the DNR provided an ordinance template for floodplain regulations. The Council reviewed a copy of the proposed ordinance, the new FIRM map, and six pages of floodplain management information. Baker said that at their meeting on October 25, 2012, the Planning Commission held a public hearing and recommended approval of Ordinance 2012-253.

A motion was made by Kodada and seconded by Pelava to approve Ordinance 2012-253, an ordinance amending lonsdale City Code Title XV: Land Usage – Chapter 151, Floodplain Management, updating regulation language recommended by the Minnesota Department of Natural Resources (DNR) and the Federal Emergency Management Agency (FEMA). Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval of Ordinance 2012-254, an Ordinance Amending Lonsdale City Code § 153.072, Permitted Yard Encroachments, Updating Yard Encroachment Regulations

Baker said that the Planning Commission researched the many different types of existing yard encroachments within Lonsdale. He said that the Commission found that many of the encroachments were in the older neighborhoods (before the establishment of setback regulations and Code enforcement). Baker said that the Commissioners agreed that an ordinance amendment should be adopted that would allow restricted yard encroachments in the older neighborhoods (pre-1990) and very limited yard encroachment in the newer

developments. The Council reviewed the proposed ordinance. Pelava explained that the new ordinance will provide more clarity compared to the existing regulations. Baker said that at their meeting on October 25, 2012, the Planning Commission held a public hearing and recommended approval of Ordinance 2012-254.

A motion was made by Kodada and seconded by Pelava to approve Ordinance 2012-254, an ordinance amending Lonsdale City Code §153.072, Permitted Yard Encroachments, updating yard encroachment regulations. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- h. Consider Approval of the 2012 Street and Utility Improvement Project Pay Request No. 4 in the Amount of \$112,534.57 to Heselton Construction, LLC – Kevin Kawlewski, WSB & Associates, Inc.

Kawlewski provided an update on the 2012 Reconstruction Project. Vlasak stated that the Public Works Department will be spraying the curbs within the project area next week. Kawlewski reviewed the work completed by Heselton Construction to-date, and he asked the Council to consider approval of Pay Request No. 4 which correlates to the voucher and project material status spreadsheet, provided to the Council for review. Rud relayed his frustration with the contractor for not being done with the project on-time, and he stated that a financial penalty of \$700/day should be enforced if the project is not wrapped up by the following week.

A motion was made by Daleiden and seconded by Furrer to approve the 2012 Street and Utility Improvement Project Pay Request No. 4 in the amount of \$112,534.57 to Heselton Construction, LLC. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- i. Consider Approval of Resolution 2012-50, a Resolution Transferring \$4,016.16 from the General Fund to the Fire Fund to Finance the City's portion of the Fire Department's 800 MHz equipment costs

Erickson said that the City of Lonsdale and the surrounding Townships agreed to finance the costs of 800 MHz equipment after an AFG Grant was awarded for 80% of the total cost of the communications update. He said that at their meeting on October 15, 2012 Fire Board meeting, the City of Lonsdale and Townships agreed to cost share the \$11, 416.04 paid by the City of Lonsdale as follows:

- City of Lonsdale: \$4,016.16
- Erin Township: \$1,550.30
- Forest Township: \$1,224.94
- Webster Township: \$2,826.61
- Wheatland Township: \$1,798.03

A motion was made by Kodada and seconded by Furrer to approve Resolution 2012-50, a resolution transferring \$4,016.16 from the General Fund to the Fire Fund to finance the City's portion of the Fire Department's 800 MHz equipment costs. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

## 11. OTHER BUSINESS

### a. Project Updates

- Vlasak stated that the Public Works Department is painting the hockey rink, obtaining quotes on a new Kubota tractor, and getting ready to spray curbs within the street reconstruction area.

### b. Council / Department Reports

#### *Council Member Daleiden*

Daleiden stated that the liquor store saw a \$6,400.00 profit of the previous month, and he mentioned that the store could see over a \$20,000 profit for the year. He announced that Lonsdale Liquor was participating in the "Lonsdale Crawl" event.

#### *Council Member Kodada*

Kodada stated that the Park Board will be meeting again in early November.

#### *Council Member Furrer*

Furrer stated that the EDA was starting the Lonsdale First program again this year. She said that the Library is advertising for a Circulation Clerk.

#### *Council Member Pelava*

Pelava provided an overview of the past Planning Commission meeting.

#### *Mayor Rud*

Rud stated that the City is still pursuing getting a business park constructed starting next Spring. He also encouraged everyone to get out and vote on November 6<sup>th</sup>.

## 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 7:58 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator