

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
NOVEMBER 12, 2015**

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 additions, deletions or corrections to the agenda.

A motion was made by Kodada and seconded by Furrer 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

None

6. PUBLIC HEARINGS

a. Special Assessment of Delinquent Accounts

Rud read the public hearing notice and opened the hearing. Erickson explained that that the City is proposing to assess \$4,406.82 to specific properties for unpaid invoices pertaining to the abatement of tall weeds/grass nuisances, water/sewer bills, and fire calls. The Council reviewed the current assessment roll. Erickson explained that interest on any unpaid assessment would accrue at 5.5%. He said that a copy of the assessment roll will be certified with the Rice County Auditor/Treasurer. Furrer asked when the assessments will be due. Erickson said that assessments will be due along with property taxes on May 15, 2016. Rud asked if anyone in the audience wanted to speak on the matter. No one responded to the invitation.

A motion was made by Daleiden and seconded by Furrer to close the public hearing.
Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained:
None. Vote: 5-0. Motion carried. The hearing closed at 7:07 pm.

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

None

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Consider Approval of Resolution 2015-59, a Resolution Adopting Assessments for Delinquent Accounts – Joel Erickson, City Administrator

Erikson stated that a public hearing was held earlier in the meeting, and that no verbal or written comments were received on the proposed assessment roll. He recommended approval of Resolution 2015-59.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2015-59, a resolution adopting assessments for delinquent accounts. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Presentation of a Certificate of Appreciation to Harold Vosejpk a – Mayor Tim Rud
Rud invited life-time Lonsdale resident Harold Vosejpk a up to the front of the Council Chambers to be recognized for his many years of service to the community. Rud said that Vosejpk a has been involved in many community organizations, including the American Legion and Lonsdale Lions. Rud noted that Vosejpk a served as Mayor, Fire Chief, as a member of the Planning Commission, and most recently on the Veterans Memorial Task Force. Rud stated that there will be an 80th birthday celebration for Vosejpk a on Sunday at the Legion building. Everyone clapped and congratulated Vosejpk a as Rud handed Vosejpk a a Certificate of Appreciation.

- c. Consider Approval to Make a Conditional Job Offer to Jack Schleichert as a Part-Time Police Officer at Grade 9 / Step 1 (\$17.91/hr.) – Jason Schmitz, Chief of Police
Police Chief Schmitz stated that on July 16, 2015 the Human Resources Committee interviewed five applicants and selected Jarid Schmidt and Jack Schleichert. Schmitz said that Schleichert comes highly recommended from his co-workers, and he recommended hiring Schleichert upon successfully passing a psychological and medical exam. He noted that if approved, the new hire would put the Police Department at four part-time officers.

A motion was made by Daleiden and seconded by Kodada to make a conditional job offer to Jack Schleichert as a Part-Time Police Officer at Grade 9 / Step 1 (\$17.91/hr.). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

d. Consider Approval to Accept Justin Skluzacek's Letter of Resignation from the Fire Department – Joel Erickson, City Administrator

Fire Chief Yetzer explained that Justin Skluzacek recently submitted a letter of resignation due to an upcoming relocation. The Council reviewed Skluzacek's letter. Yetzer said that Skluzacek did a good job and was a great addition to the department.

A motion was made by Kodada and seconded by Pelava to accept Justin Skluzacek's Letter of Resignation from the Fire Department. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

e. Consider Approval to Authorize Staff to Fill a Vacancy in the Fire Department – Joel Erickson, City Administrator

Due to Justin Skluzacek's resignation on the Fire Department, Erickson asked the Council to consider filling the vacancy and bring the department back up to 26 members. Erickson explained that Staff will review current applications on file and/or advertise the position and bring a hiring recommendation to the City Council for approval.

A motion was made by Kodada and seconded by Furrer to authorize Staff to fill a vacancy in the Fire Department. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

f. Consider Approval of Resolution 2015-60, a Resolution Canvassing the 2015 City General Election Results – Joel Erickson, City Administrator

Erickson explained that the City held a General Election on Tuesday, November 3, 2015. He said that because it was a City election, the City Council serves as the Canvassing Board. The Council/Canvassing Board reviewed the unofficial results of the election, including the names/votes for the Mayoral race, the names/votes for the City Council race, and the list of write-in names/votes. Erickson reviewed the Precinct Summary Statement and Canvassing Board Abstract which showed that 256 ballots were cast in the ballot box and 5 absentee ballots were cast for a total of 261 voters out of 2,059 registered voters.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2015-60, a Resolution Canvassing the 2015 City General Election Results. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval to Make a Conditional Job Offer to Steve Nickolay as Seasonal Public Works Employee at Grade 2 / Step 9 (\$13.73/hr.) – Joel Erickson, City Administrator

Erickson stated that the Human Resources Committee and the Public Works Director interviewed Steve Nickolay on November 4, 2015. He said that Nickolay did a good job during the interview, has a Class B driver's license, and is qualified for the position. He said that the Human Resources Committee recommended hiring Nickolay as a Seasonal Public Works Employee. Rud said that Nickolay has experience operating heavy equipment. Furrer asked if Nickolay would still be able to adequately help out the Public Works Department considering he has another full time job. Erickson said yes.

A motion was made by Pelava and seconded by Furrer to approve making a conditional job offer to Steve Nickolay as Seasonal Public Works Employee at Grade 2 / Step 9 (\$13.73/hr.). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- h. Consider Approval of a Proposal Submitted by Municipal Development Group in the Amount of \$21,000.00 to Update the City's Comprehensive Plan – Ben Baker, City Planner

Baker explained that the City solicited proposals from two planning firms for consulting services to help complete the City's 2016 Comprehensive Plan Update. The Council reviewed the two proposals submitted by Municipal Development Group (MDG) - \$21,000.00 and WSB and Associates (WSB) - \$50,050.00 along with a spreadsheet, comparing the two proposals. Based on an interview with MDG and their proposal, Baker recommended approval to accept the proposal from Municipal Development Group. Baker said that the Comp Plan process will begin on November 19th at 7:00 pm at the Lonsdale Public Library. He said that everyone is invited to participate in shaping the future of Lonsdale.

A motion was made by Daleiden and seconded by Kodada to approve a proposal submitted by Municipal Development Group in the amount of \$21,000.00 to update the City's Comprehensive Plan. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- i. Presentation of the Lift Station No.1 Feasibility Study – Kevin Kawlewski, City Engineer

Kawlewski provided the Council with a feasibility study for Lift Station No. 1, which is located along Hwy 19 near Heath Creek. He said that it would cost approximately \$160,000.00 to upgrade the existing lift station and \$506,827.00 to eliminate the lift station and use gravity mains to Lift Station No. 2. Kawlewski noted that the City's current Capital Improvement Plan recommends eliminating Lift Station No. 1 and using gravity sewer. In considering operational and maintenance cost, he said that the City would start saving money 10 years after decommissioning Lift Station No. 1 and directing sanitary flow to Lift Station No. 2. Kawlewski explained that lift station equipment needs to be rebuilt ever 2-3 years and has a lifespan of 20-25 years. He mentioned that a new gravity sewer line should last over 100 years.

Vlasak suggested following the City's CIP plan and decommission the existing Lift Station No. 1. Erickson said that the City could look at raising water/sewer rates, using reserves, and/or bonding for the future project. He said that three large notes will be paid off in the near future.

Overall, the Council was in favor of pursuing the decommissioning of Lift Station No. 1 and installing a new gravity sewer line under Heath Creek. The Council directed City Staff to plan for and budget for the removal of the existing Hwy 19 Lift Station and future installation of a new gravity sewer main, that would be directional drilled under the Heath Creek wetland and then open trench excavated along Industrial Drive SE.

11. OTHER BUSINESS

a. Department Reports

Vlasak provided an update on projects that the Public Works Department is currently working on.

Kawlewski provided an update on the Area No. 5 Project and the Linking Lonsdale Project. He said that there is a Pre-Construction Meeting scheduled for November 16th for the Feed Mill Expansion Project.

Erickson said that he has been working on the 2016 street reconstruction project, EDA items, and negotiations with the Police Department's Union.

Baker said that he recently submitted Lonsdale's 2015 Tree City USA application. He noted that he attended a Faribault Area Housing Discussion meeting.

b. Council Reports

Council Member Daleiden

Daleiden stated that the liquor store numbers came in good for October. He said that Lonsdale Liquor will be hosting a tasting event on Saturday from 4:00-7:00 pm.

Council Member Kodada

Kodada provided a recap of the November 10th Park Board meeting, including a dog park presentation, reviewing soccer net options, and discussing potential names for the large pond located within the Rezac Nature Preserve.

Council Member Furrer

Furrer stated that the Library Board and EDA will meet next week.

Council Member Pelava

Pelava provided an update on new home building permit issued in 2015. He said that the Planning Commission will be part of the City's comprehensive planning process starting next Thursday.

Mayor Rud

Rud congratulated Lonsdale Hardware on its 5th year anniversary. He announced that Dollar General will be having its Grand Opening on Saturday at 7:30 am. Rud noted that Tyler and Patrick Skluzacek, have been featured in the Lonsdale News Review, the Star Tribune, and on KSTP for an app that helps veterans with post-traumatic stress disorder. He announced that the American Legion Auxiliary will be hosting a Turkey Bing event at the American Legion on November 13th at 7:00 pm.

12. ADJOURNMENT

A motion was made by Kodada and seconded by Pelava to adjourn the meeting. Vote for: Daleiden, Kodad, Rud, Furrer, and Pelava. Against: None Vote 5-0. Motion carried. The meeting ended at 8:00 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator