

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
NOVEMBER 25, 2013**

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, and Civil Engineer Josh Pope

4. APPROVAL OF AGENDA

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

A motion was made by Pelava 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

A motion was made by Daleiden and seconded by Kodada to approve the Minutes from the October 28, 2013 Regular Meeting, the November 7, 2013 Special Meeting, the November 14, 2013 Regular Meeting and the November 18, 2013 Special 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 Furrer to approve the consent agenda as follows:

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

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

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Consider Approval of Lonsdale Business Park Project Application for Payment No. 1 in the Amount of \$333,261.43 to Heselton Construction, LLC – Josh Pope, I & S Group
Project Engineer Josh Pope provided a status update on the project. He said that project is moving along great, and he stated that Heselton Construction is rapidly approaching completion of all the underground utility work. He said that the goal is to get everything in the ground within the next two weeks before the ground freezes, and then restart project construction again in the spring of 2014. He said that Heselton Construction recently submitted Application for Payment No. 1 for work performed during the period of October 31, 2013 – November 20, 2013. He said that I & S Group, the City's Project Engineering Firm, reviewed the quantities and recommended approval of the payment. Pelava asked if stubs are being installed along the way. Pope said yes, and he noted that sanitary sewer, water, and storm sewer services are all being installed to each of the predetermined lots so that the road won't need to be ripped up in the future.

A motion was made by Daleiden and seconded by Kodada to approve Lonsdale Business Park Construction Project Payment No. 1 in the Amount of \$333,261.43 to Heselton Construction, LLC. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of Resolution 2013-54, a Resolution to Contract with a Councilmember – Joel Erickson, City Administrator

Erickson stated that the City obtained a quote and purchased four embroidered aprons from Five Star Embroidery for the Lonsdale Crawl event that was held back in October. He noted that State of Minnesota requires Cities to adopt a conflict-of-interest resolution when contracting with a councilmember.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2013-54, a resolution to contract with a councilmember. Vote for: Daleiden, Kodada, Rud, and Pelava. Vote against: None. Abstained: Furrer. Vote: 4-0-1. Motion carried.

c. Consider Approval of Resolution 2013-55, a Resolution to Contract with a Councilmember – Joel Erickson, City Administrator

Erickson stated that a watermain break on 7th Avenue NW occurred on Sunday, November 10th. He said that the Public Works Department was unable to contact a local exacting company to help with repair the break. He said that the Public Works Department was forced to use Rud Construction to fix the watermain break that same day. Erickson recommended approval of the proposed conflict-of-interest resolution for the emergency work completed by Rud Construction.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2013-55, a resolution to contract with a councilmember. Vote for: Daleiden, Kodada, Furrer and Pelava. Vote against: None. Abstained: Rud. Vote: 4-0-1. Motion carried.

d. Consider Approval of Resolution 2013-56, a Resolution Transferring \$30,000 from the Liquor Fund to the Sewer Fund – Joel Erickson, City Administrator

Erickson stated that the City Staff is proposing to transfer \$30,000.00 from the Liquor Fund to the Sewer Fund. He said that with the proposed transfer, the Liquor Fund will have paid back \$62,000.00 so far in 2013, and \$372,000.00 of the originally borrowed \$710,000.00. Erickson said that another \$6,400.00 is proposed to be paid back by the end of the year too. Erickson recommended that the City keep at least \$80,000.00 - \$90,000.00 in the Liquor Fund at all times. Rud said that Lonsdale Liquor has been a tremendous success so far, and he noted that the primary goal of the liquor store is to give back to the community, such as funding for parks and recreation. He said that the store was also built to promote retail in the Rolling Ridge Market Place. Rud thanked Councilmembers Daleiden and Kodada, City Administrator Erickson, and the management staff at the liquor store for doing such a good job with the store's finances.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2013-56, a resolution transferring \$30,000 from the Liquor Fund to the Sewer Fund. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

e. Consider Approval to Pay Fahrner Asphalt Sealers \$18,655.60 or 40% for Sealing of Trails – Joel Erickson, City Administrator

Erickson provided an overview on the slurry sealcoat work that Fahrner Asphalt Sealers performed on approximately one-third of the trails in Lonsdale. Erickson noted that the City Council had expressed concern with the workmanship and the final product received by the City. Erickson stated that he personally looked at all the trails that were sealcoated. He said that a little over 50% of the trails looked acceptable, but that there were definitely some areas that needed to be fixed. Vlasak stated that he looked at some of the trails within the Three Rivers Park District that were recently sealed with the same product, and he mentioned that Lonsdale's sealed trails didn't look that much different compared to the Three Rivers Park District trails. He said that Lonsdale's trails did have some deeper trowel marks that need to be fixed. Vlasak said that the City's snow plowing blades may actually help take off some of the ridges this winter, which should

end up making the trails smoother. Rud stated that Lonsdale's trail system is one of its greatest assets, and he encouraged City Staff to make sure the trail issues are resolved as-soon-as-possible. Erickson said that he was confident that the City will receive a satisfactory final product by the summer of 2014.

A motion was made by Kodada and seconded by Furrer to pay Fahrner Asphalt Sealers \$18,655.60 or 40% for trail sealing work. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

The Council directed City Staff to attach the Staff Report and map to the Fahrner payment, which showed the different trail sections and the acceptability percentage of seal coating work that has been performed to-date.

- f. Consider Approval to Cancel or Reschedule the Special Meeting Scheduled for December 5, 2013 to Discuss the City's 2014 Annual Budget – Joel Erickson, City Administrator

Both the City Council and City Staff stated that they were confident in the proposed 2014 Budget and Property Tax Levy and that no more changes/adjustments were proposed.

A motion was made by Kodada and seconded by Pelava to cancel the Special Meeting scheduled for December 5, 2013. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval of Resolution 2013-57, a Resolution Approving Naming the Parkland Located Within Outlot F of the Lonsdale Business Park as "Rezac Nature Preserve" – Ben Baker, City Planner

Baker stated that on September 10, 2013, the Lonsdale Park & Recreation Commission recommended naming the parkland area within Outlot F of the Lonsdale Business Park as "Rezac Nature Preserve". Baker provided the Council with a brief history on parkland area. He said that the now Lonsdale Business Park land was formerly owned and farmed by the Rezac-Havlicek Family for over 100 years. He said that the all the preserved parkland and the majority of the 9-acre pond is located within the previous Benjamin & Patricia Rezac property. Baker stated that ice blocks were once harvested from the pond for use by Lonsdale residents and businesses. He said that young people played hockey and ice skated on the pond during the winter months. He mentioned that approximately 250,000 frogs were harvested the Rezac's from the pond area for educational and medical research with a State issued frogging license. Baker noted that many of the pond fish and frogs were kept alive during the cold months by windmill aeration. He also said that around 40 years ago, the Rezac Family planted over 3,000 trees around the pond area. Ben & Pat Rezac provided the Council with a few stories regarding their previous property. The Council thanked the Rezac's for their great forethought in planting the numerous trees and preserving the natural area for future use. Kodada and Baker noted that the City is looking to possibly construct a fishing pier, archery range, and historical marker in the new parkland area over the next few years.

A motion was made by Kodada and seconded by Furrer to Resolution 2013-57, a resolution approving naming the parkland located within Outlot F of the Lonsdale Business Park as “Rezac Nature Preserve”. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

h. Consider Approval of Resolution 2013-58, a Resolution Acknowledging Future Assessments for the Idaho St. S. / 80th St W. Improvement Project - Ben Baker, City Planner

Baker stated that the City periodically receives lot combination and subdivision requests from land owners located just outside of City limits but within the Rice County UR, Urban Reserve Zoning District. Baker explained the purpose behind the Urban Reserve area and the benefits of allowing lot combination requests in the UR District. He said that the City recently received a request from Rice County, on behalf of Otto and Darlene Homburg, to allow the combination of their four parcels. Baker said that City Staff is supportive of the proposed combination request, but he suggested that the City proactively record a document at the Rice County Recorder’s Office which would notify the public of the future assessment that is linked to this property upon future annexation to the City.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2013-58, a resolution acknowledging future assessments for the Idaho St. S. / 80th St W. Improvement Project. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Consider Approval of Resolution 2013-59, a Resolution Acknowledging Future Assessments for the Idaho St. / 80th St. W. Improvement Project – Ben Baker, City Planner

Baker said that the City received a similar request from Donald & Kathleen Janovsky, to allow the combination of three parcels located directly south of the elementary school. Baker recommended that the City proactively record a document at the Rice County Recorder’s Office which would notify the public of the future assessment that is linked to this property upon future annexation to the City.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2013-59, a resolution acknowledging future assessments for the Idaho St. / 80th St. W. Improvement Project. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

a. Project Reports

- Vlasak said that Public Works has been busy patching holes.
- Baker stated that Tri City United School District recently received a Safe Routes to School planning grant for the local elementary schools. As part of the grant, Lonsdale’s group did an evaluation study of current infrastructure and traffic circulation on November 22nd.

- Baker mentioned that CTM Services, a local ice resurfacer dealer and repair business, recently notified the City to offer the use of an ice resurfacer for the Jaycee Park ice rink during the winter months. Baker said that the CTM Services would also service the machine for the City. Vlasak said that he is currently working to find a place to store the resurfacing machine.

b. Council / Department Reports

Council Member Daleiden

Daleiden provided a brief update on the liquor store numbers.

Council Member Kodada

None.

Council Member Furrer

Furrer stated that there will be a meet-and-greet with the new librarian in early December. She said that the EDA will be working with Live Wire, a marketing business, to create some promotional videos that can be viewed online.

Council Member Pelava

Pelava provided an overview on the last Planning Commission meeting. He said that the Commission reviewed: 1) the Implementation section of the Comp Plan, 2) the pro/cons of allowing residential lot combinations, and 3) on-street parking regulations.

Mayor Rud

Rud said that he is working on a few leads for the new business park, and he mentioned that he would keep the Council in-the-loop as things progress. He noted that the Salvation Army has started their annual holiday bell ringing campaign. He wished everyone a very Happy Thanksgiving.

12. ADJOURNMENT

A motion was made by Kodada and seconded by Pelava 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 7:52 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator