

**MINUTES
CITY OF LONSDALE
REGULAR CITY COUNCIL MEETING
FEBRUARY 11, 2016**

1. CALL TO ORDER

Mayor Rud called a Regular Meeting of the Lonsdale City Council to order at 7:01 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

Present: Daleiden, Kodada, Rud, Furrer and Pelava

Absent: None

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

Others Present: None

4. AGENDA

Mayor Rud said the agenda goes through 11A and asked if there were any additions, deletions or corrections to the agenda. Erickson asked that Presentation of a Waste Management Green Team Check to Boy Scout Troop #327 be added to the agenda. A motion was made by Kodada and seconded by Pelava to approve the agenda with the requested addition. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0.

5. APPROVAL OF MINUTES

None

6. PUBLIC HEARINGS

a. Ordinance 2016-267 – Amending City Code Chapter 33: City Council

Mayor Rud called the public hearing to order at 7:02 pm and read the published notice. Erickson said this item was discussed at the Annual Meeting and the proposed changes are intended to mirror what is currently being done and incorporated information. Erickson reviewed what the ordinance current says and what the proposed changes are. Mayor Rud asked if a full version of the minutes is posted on the City's website. Erickson replied yes. Mayor Rud asked if anyone in the audience wanted to speak regarding the proposed ordinance. There were no comments at the public hearing. Mayor Rud asked if staff received any written or verbal comments prior to the meeting. Erickson said none were received. A motion was made by Pelava 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 public hearing ended at 7:09 pm.

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

None

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Presentation of a Waste Management Green Team Check in the Amount of \$662.00 to Boy Scout Troop #327 for Recycling 44.10 Tons of Cardboard and Mixed Paper – Mike Donnelly of Waste Management

Mike Donnelly of Waste Management said that Boy Scout Troop # 327 recycling 44.10 tons of cardboard and mixed paper and presented the Troop with a check in the amount of \$662.00. The City Council congratulated the Troop on their efforts.

- b. Introduction / Presentation by Mark Bartusek – a Candidate Seeking the Nomination for Minnesota Senate District 20

Mark Bartusek, a candidate seeking the Republican nomination for Minnesota Senate District 20 introduced himself, provided his background and the reasons why he was seeking the nomination.

- c. Consider Approval of a Quote Submitted by Whitewater Wireless, Inc. in the Amount of \$10,274.09 to Equip the 2016 Squad Car

Police Chief Jason Schmitz said he obtained two quotes to equip the new squad that was recently purchased. He said the quotes were close and he recommended approving the quote submitted by Whitewater Wireless, Inc. in the amount of \$10,274.09. He said funds have been budgeted over the last several years and forfeiture funds would be used as well. Kodada asked if forfeiture funds would be used to purchase the new computer for the squad not listed on the quote. Schmitz replied yes. A motion was made by Kodada and seconded by Furrer to approve the quote submitted by Whitewater Wireless, Inc. in the amount of \$10,274.09. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0.

- d. Consider Approval to Make a Conditional Job Offer to Lindsey Olson as Full Time Police Officer at Step 1 / \$20.55/hr.

Police Chief Jason Schmitz said with the resignation of Wade Murray, he was recommending a conditional job offer be made to Lindsey Olson. He said the HR Committee interviewed Olson in November of 2015 when applications were accepted to replace Tony Malepsy. He said Olson is still interested in working for Lonsdale and came highly recommended from her previous employer and co-workers. He said the Olson's background check has been completed and a conditional job offer is needed to conduct the psychological and physical fitness aspects of the pre-employment screening. A motion was made by Daleiden and seconded by Pelava to make a conditional job offer to Lindsey Olson as full time police officer at step 1 / \$20.55/hr. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0.

e. Consider Approval of Ordinance 2016-267, an Ordinance Amending City Code Chapter 33: City Council

Erickson said the public hearing regarding the proposed ordinance was held earlier in the meeting. Erickson asked if there were any questions of the City Council. Mayor Rud asked if the minutes from each meeting are posting on the City's website. Erickson said yes. A motion was made by Daleiden and seconded by Pelava to approve Ordinance 2016-267, an Ordinance Amending City Code Chapter 33: City Council. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0.

f. Consider Approval of a Minnesota Lawful Gambling LG220 Application for Exempt Permit Submitted by the Knights of Columbus Lonsdale Council 16225

Erickson said the Knights of Columbus Lonsdale Council 16225 has submitted a Minnesota Lawful Gambling LG220 Exempt permit to conduct a raffle at the IC Parish Church festival being held on August 7, 2016. He said all required IRS forms have been submitted and recommended approval of the application with no waiting period. Furrer asked if a site can have more than one gambling permit. Furrer said the Lonsdale zip code needs to be changed. Kodada said both need to be changed. Erickson said he is aware of the wrong zip codes and the application needs to be as well prior to issuing it. A motion was made by Furrer and seconded by Kodada to approve the Minnesota Lawful Gambling LG220 Application for Exempt Permit submitted by the Knights of Columbus Lonsdale Council 16225. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0.

g. Consider Approval to Authorize Staff to Advertise for a Full Time Public Works Employee at Grade 7 / Step 1 (\$16.62/hr.)

Erickson said funds have been budgeted to hire a full time Public Works Employee with a start date of early to mid-April 2016. He said this would be the 6th full time employee and reviewed the proposed hiring timeline. A motion was made by Kodada and seconded by Furrer to authorize staff to advertise for a full time Public Works Employee at Grade 7 / Step 1 (\$16.62/hr.). Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0.

h. Consider Approval to Schedule a Public Hearing on March 10, 2016 at 7:00 pm or Shortly Thereafter for Ordinance 2016-268, an Ordinance Amending Ordinance 2012-251 (Revolving Loan Fund Policy)

Erickson said the EDA has been reviewed the current EDA Revolving Loan Fund Policy and made recommended changes to it to make it more competitive compared to traditional financing. He said because the current policy is in ordinance form, a public hearing is required in order for any changes to be made. Mayor Rud asked for a summary of the proposed changes. Erickson said the loan amount has been increased to \$100,000, the interest rate lowered to 2% and the eligible uses has been added to. Kodada asked how many loans are currently out there. Erickson said one, Lonsdale Hardware and Rental, which are current on their payments. A motion was made by Kodada and seconded by Furrer to schedule a public hearing on March 10, 2016 at 7:00 pm or shortly thereafter for Ordinance 2016-268, an Ordinance amending Ordinance 2012-251 (Revolving

Loan Fund Policy). Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0.

- i. Consider Approval of an Option for the 2016 Mill and Overlay Street Project
City Engineer Kevin Kawlewski said it is time to begin thinking about the upcoming street maintenance project. He reviewed the proposed project locations and the four options for maintenance. He said staff is recommending the six foot edge mill and two inch overlay. Kawlewski said it is not the cheapest option but is the same as was done in 2015. Mayor Rud asked what the bid price for oil was on the recent bid received for the street project. Kawlewski replied between \$60 - \$62. Mayor Rud asked if the maintenance was expected to last ten years. Kawlewski said yes. Furrer asked what would happen if the maintenance did not last ten years. Kawlewski said if it does not last the projected ten years, it will be close. Pelava asked what the base is in the center of the road. Kodada asked if the base was clay or gravel. Kawlewski said based on the as-builts and recent watermain break, there is gravel under the blacktop. Furrer asked when the project would be bid. Kawlewski said in April. Kodada asked if it could be bid sooner. Kawlewski said the project could be expedited. A motion was made by Pelava and seconded by Furrer to proceed with Option # 1 for the 2016 street maintenance project. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0.

- j. Consider Approval to Name the Pond Located at Rezac Nature Preserve “Hidden Willow” Pond
Erickson said with the City obtaining the pond and land around it, the Park Board has recommended naming the pond. He said five names were included in the recent survey associated with the Comprehensive Plan update and the two names that tied for first with 90 votes were: (1) Hidden Willow Pond and (2) Willow Pond. He said at their last meeting, the Park Board recommended approval of Hidden Willow Pond. A motion was made by Kodada and seconded by Daleiden to name the pond in Rezac Nature Preserve “Hidden Willow” Pond. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0.

- k. Consider Approval of a Quote Submitted by Common Grounds Landscape in the Amount of \$6,005.00 for Phase II of the Lonsdale Area Veteran’s Memorial
Erickson said with the success of the Lonsdale Area Veteran’s Memorial, there have been more pavers purchased than there is space available. He said because of that, the Veteran’s Memorial Taskforce recently met to decide on the site plan for Phase II. He said the Taskforce decided to construct the next phase southwest of the memorial. Erickson said based on the Taskforce’s decision, staff created a bid sheet and sent it to Common Grounds Landscape. He said Common Grounds Landscape submitted a bid in the amount of \$6,005.00 for the proposed work. Taskforce members Harold Vosejпка, Ben Sticha and Daryl Rieck were present and discussed the options. Mayor Rud said the project was terrific and that other cities are calling with questions because they want to construct memorials in their cities. A motion was made by Daleiden and seconded by Pelava to approve the bid in the amount of \$6,005.00 submitted by Common Grounds Landscape. Vote against: None. Abstained: None. Vote: 5-0.

11. OTHER BUSINESS

Department Reports:

Public Works:

Vlasak said the fishing pier at Hidden Willow Pond was placed and staff is getting ready for the forecasted snow this weekend.

City Engineer:

Kawlewski said the assessment hearing for the 2016 street project is scheduled for February 25th.

City Administration:

Erickson said staff is working with the auditor on the City's 2015 year end audit.

Liquor Store:

Daleiden said January's sales are about \$2,000.00 higher than last year.

Park Board:

Kodada said at their last meeting, the Park Board reviewed options for a splash pad at their last meeting and cost breakdown is 1/3 features, 1/3 installation and 1/3 recirculation, an update on the Vet.'s Memorial was given, the Board reviewed the partnership with 3 Rivers Park District and the Comp. Plan (specific to Parks) and a potential site for the dog park.

Library Board:

Furrer said the Library Board will be meeting next week. She said the recently hired Circulation Clerk has submitted her resignation.

EDA:

Furrer said the EDA will be meeting on the 25th.

Planning Commission:

Pelava said the Commission will be meeting later this month and continue working on the Comp. Plan update.

Mayor Rud:

Mayor Rud said cities in Rice County are working together on legislative issues to present to our State elected officials and he and staff would continue to push items that benefit Lonsdale. He said he and the City Administrator meet with the TCU Superintendent, other city officials and State elected officials to discuss legislative policies for the upcoming legislative session. Mayor Rud thanked the City Council and staff for the flowers and well wishes for his mom's passing.

12. ADJOURNMENT

A motion was made by Kodada and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried. The meeting ended at 8:01 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator