

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
FEBRUARY 25, 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, and Furrer

Members Absent: Pelava

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

**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 Furrer to approve the agenda as proposed.  
Vote for: Kodada, Daleiden, Rud, and Furrer. Vote against: None. Abstained: None.  
Vote: 4-0. Motion carried.

**5. APPROVAL OF MINUTES**

A motion was made by Daleiden and seconded by Furrer to approve the Minutes from the January 28, 2016 Regular Meeting and the February 11, 2016 Regular Meeting Minutes.  
Vote for: Kodada, Daleiden, Rud, and Furrer. Vote against: None. Abstained: None.  
Vote: 4-0. Motion carried.

**6. PUBLIC HEARINGS**

- a. Area No. 5 Street and Utility Improvement Project – Phase II Assessment Hearing  
Rud read through the public hearing notice in its entirety, and he opened the public hearing. Kawlewski went through a 20-slide presentation which detailed the project's location, proposed improvements, projected costs, financing, proposed assessments, and timeline. The slide presentation was projected onto the wall for everyone to see. After Kawlewski finished explaining the details of the project, Rud invited anyone from the audience to come up to the podium to ask questions or provide comments.

Vern Bongers, B.M.E. Tool, 101 Delaware St SE, stated that he was concerned that the new road along Florida Street SE would not hold up due to the soils in that area. He called the current road a sponge, and Bongers noted that there are a lot of heavy trucks traveling along Florida Street. Bongers questioned the construction of the road base. Bongers said that his Florida Street building/property is a disaster due to the settling slough. He said that he can understand fixing the road, but he questioned how long it would be before major repairs to the new road would be needed.

Kawlewski explained that WSB has experience in designing heavy duty highways for similar soil conditions. He stated that a stabilization fabric would be used to separate the new and old materials. Kawlewski assured the adjacent property owners that this technique is a proven method. Rud said that there will be a two year warranty on the project which starts after the two-year construction period.

Allen J. Sticha, 100 & 108 Florida Street SE, asked the City what would happen if there is a failure of the road in the future. Rud assured the residents that they will not be assessed for any future repair work. He stated that it has been the City's policy to not charge for road maintenance work.

A motion was made by Daleiden and seconded by Kodada to close the public hearing. Vote for: Kodada, Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried. The public hearing closed at 7:26 pm.

## **7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS**

A citizen group came forward to the podium to encourage the City Council to consider moving forward with a community center in Lonsdale. The group consisted of Ryan Phelps, Shelly Narum, Laura Prigge, and Michelle Borchardt. The citizen group referenced the City's recent community survey which showed that 74% of the residents indicated that they were in favor of paying some amount to support the project. Phelps, Narum, Prigge, and Borchardt all provided a few reasons why Lonsdale needs to construct a community center.

Rud thanked the group for their comments. Rud suggested that they set up a task force, and he explained that any progression towards a community center must be community driven. Rud said that there are a lot of kids and teens in town, and he said that without a high school in Lonsdale, Lonsdale is at a little bit of a disadvantage.

**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, and Furrer. Vote against: None. Abstained: None.  
Vote: 4-0. Motion carried.

**9. OLD BUSINESS**

None

**10. NEW BUSINESS**

- a. Consider Approval of Resolution 2016-11, a Resolution Adopting Assessments for the Area No. 5 Street and Utility Improvement Project – Phase II – Joel Erickson, City Administrator

Erickson provided a brief recap of the public hearing that was held earlier in the meeting. The Council reviewed the proposed assessment roll spreadsheet. Erickson explained that assessments will make up 47.4% of the project. He read through Resolution 2016-11, which officially adopts the proposed assessment role for the Area No. 5 – Phase II Reconstruction Project. He said that a copy of the assessment role was provided to each property owner. Rud reassured the property owners that the City will take care of any maintenance responsibilities that may come up in the future. Erickson explained that the assessment rate was established last year along with Phase I.

A motion was made by Furrer and seconded by Kodada to approve Resolution 2016-11, a resolution adopting assessments for the Area No. 5 Street and Utility Improvement Project – Phase II. Vote for: Kodada, Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

The Council thanked the property/business owners for attending the meeting.

- b. Presentation on Expansion of the Hiawathaland Transit System to the Lonsdale Area - Amy Repinski, Hiawathaland Transit  
Amy Repinski, Director of the Three Rivers Community Action Council's Hiawathaland Transit Program, provided information on their transit service. She said that Hiawathaland is looking to potentially expand their transportation service to the Lonsdale area. Repinski mentioned that they have been receiving calls for service around Lonsdale, she also noted that they already service the Northfield and Faribault area. She explained that the transit service started in 1998 and works like a dial-a-ride. She noted that they now have 50 buses providing 65,000 rides annually. Repinski explained that they provide transportation service for all ages. She explained that if Lonsdale is interested, they would probably conduct a potential ridership survey to see if an expansion is desired. Repinski stated that about 30 1-way trips are needed per day to make the service feasible. She further explained that if Lonsdale did want to provide this service to the community, that the City would be responsible for contributing around \$15,000 every 6-7 years to pay for a 25 ft. long bus, which can seat up to 20 people. She noted that Three Rivers and MNDOT pay around 80% for the remaining balance of the busing service. Repinski said that she would probably attend another meeting in June to present the results of the survey and discuss next steps. All the Council members were very interested in the potential transportation service partnership, and they thanked Repinski for coming to the meeting.

- c. Presentation of the 2015 Fire Department Annual Report and Consider Approval of the 2017 Fire Department Annual Budget – Mike Yetzer, Fire Chief  
Fire Chief Mike Yetzer presented the Council with the 2015 Annual Fire Department Report and the 2017 Fire Department Budget. He said they had 263 total runs and 277 pages in 2015, which was an increase of 21% from the previous year. He reviewed the 2015 Revenue Report, which showed revenues of \$68,595.48. He reviewed the 2015 Expense Report, which showed that \$8,218.24 was overspent due to additional repair work and responding to 50 more calls than in 2014. The Council reviewed the 2015 Revenue/Expense Summary sheet, which showed a solid fund balance of \$483,974.76. Yetzer reviewed the proposed 2017 Budget with the Council. He also showed the Council a valuation spreadsheet, which detailed the percentages and amounts each township/city has been responsible for over the past few years, along with the proposed 2017 allocation. He noted that Lonsdale has been taking over a larger-and-larger portion of the budget each year. Rud thanked Fire Chief Yetzer and the members of the Fire Department for doing a great job. He said that Yetzer's Capital Outlay plan has been instrumental in getting the Fire Department on the right track.

A motion was made by Kodada and seconded by Furrer to approve the 2017 Fire Department Annual Budget. Vote for: Kodada, Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

d. Consider Approval to Authorize Staff to Solicit Bids for Exterior Painting of the Fire Hall – Mike Yetzer, Fire Chief

Yetzer explained that the last time the exterior of the Fire Hall was painted was at least six years ago. He recommended sprucing up the building and soliciting bids for painting the exterior of the Fire Hall. He mentioned that the Fire Department does have funds set aside in the Capital Outlay Fund for the project. Kodada suggested that if any garage doors need to be replaced, to go with a longer-lasting fiberglass frame/door. Daleiden suggested putting together a bid sheet for painters to bid on.

A motion was made by Kodada and seconded by Furrer to authorize Staff to solicit bids for exterior painting of the Fire Hall. Vote for: Kodada, Daleiden, Rud, and Furrer.

Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

e. Consider Approval to Authorize Staff to Advertise for Up to Three Seasonal Employees in the Public Works Department – Joel Erickson, City Administrator

Erickson explained that during the 2016 budget process, funds were budgeted to hire three seasonal employees in the Public Works Department. He said that one seasonal person would start in April to gear-up for the summer season, and that the other two seasonal workers would be hired in later-May to help with mowing and park maintenance throughout the growing season. The Council reviewed the proposed hiring process timeline.

A motion was made by Kodada and seconded by Daleiden to authorize Staff to advertise for up to three seasonal employees in the Public Works Department. Vote for: Kodada, Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

f. Consider Approval of the Plans and Specifications for the 2016 Trail Maintenance Program – Russ Vlasak, Public Works Director

Vlasak asked the Council to consider soliciting bids for seal coating work on the City trails. He explained that seal coat material is very durable and helps keep the City's trails in good condition and adds to the overall lifespan of the trails. The Council and Vlasak discussed previous issues that occurred with a trail seal coating project that took place in 2013. Kodada said that the 2016 contractor hired to complete trail maintenance, will need to do a much better job than the coating work that was poorly done back in 2013. Vlasak said that he would probably have an inspector on-site to watch for workmanship and a quality finished product.

A motion was made by Daleiden and seconded by Furrer to approve plans and specifications for the 2016 Trail Maintenance Program. Vote for: Kodada, Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- g. Consider Approval of Application for Payment No. 3 in the Amount of \$43,200.45 to Timms Trucking for the “Linking Lonsdale” Trail Project – Kevin Kawlewski, City Engineer

Kawlewski recommended approval of Payment No. 3 of the Linking Lonsdale Project to Timms Trucking in the amount of \$43,200.45 for construction of the WELCO Hill trail and the extra curb work at the DRS. He said that the project is essentially complete with the exception of the pavement and drainage issues in the alley south of the DRS Parking Lot. He estimated the remaining work to be less than the 5% retainage. Kawlewski noted that the contractor is actually taking about a \$10,000.00 hit on the project, because of the WELCO Hill trail repaving work that wasn't originally accounted for.

A motion was made by Daleiden and seconded by Furrer to approve Payment No. 3 in the amount of \$43,200.45 to Timms Trucking for the “Linking Lonsdale” Trail Project. Vote for: Kodada, Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- h. Consider Approval of Resolution 2016-12, a Resolution Accepting a Bid for the Area No. 5 Street and Utility Improvement Project – Phase II – Kevin Kawlewski, City Engineer

Kawlewski stated that eight bids were submitted on January 28<sup>th</sup> for the Area No. 5 – Phase II Project ranging from \$1.3 million - \$1.8 million. He stated that Chard Tiling & Excavating, Inc. was the low bid at \$1,387,481.00. Kawlewski noted that the City has worked with Chard on projects in the past. The Council reviewed the bids.

A motion was made by Daleiden and seconded by Kodada to approve Resolution 2016-12, a resolution accepting a bid for the Area No. 5 Street and Utility Improvement Project – Phase II. Vote for: Kodada, Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

## **11. OTHER BUSINESS**

- a. Department Reports

Kawlewski said that WSB has finished a draft traffic study for the Rolling Ridge Market Place.

Erickson stated that he has been part of a countywide group of public administrators that are prioritizing policy statements that will be presented to the State Legislator.

Baker provided an update on new home stats, and he announced the Planning Commission and Comp Plan Committee will be meeting next week. Baker also provided an overview on the Lonsdale History Task Force group and the Hidden Willow Pond Fishing Pier project.

b. Council Reports

*Council Member Daleiden*

Daleiden stated that Lonsdale Liquor customer count numbers are actually ahead of the previous year's numbers so far in 2016.

*Council Member Kodada*

Kodada said that the Park Board will meet again on March 8<sup>th</sup>.

*Council Member Furrer*

Furrer said that the Library is looking to hire a Circulation Clerk. She said that the City Staff and the EDA continue to work on the new City/EDA website. Furrer noted that the EDA is also working on creating a grant program for property/business owners wanting to restore their buildings/properties.

*Council Member Pelava*

N/A

*Mayor Rud*

Rud said that he attend the TCU Elementary School's Kindergarten Round-Up. He noted that there a lot of kids entering the school system. He announced that the Lions Club will hosting a pancake breakfast. Rud mentioned that he was going to be on KCHK on Monday morning. He thanked the News Review for producing a nice article on the 2016 Veterans Memorial Expansion. Rud commented that the Hiawathaland Transit presentation was very intriguing, and he said that a local transit bus could be pretty awesome for Lonsdale.

**12. ADJOURNMENT**

A motion was made by Kodada and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 4-0. Motion carried. The meeting ended at 8:24 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator