

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
FEBRARUY 28, 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: Kodada, Rud, Furrer, and Pelava

Members Absent: Daleiden

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

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

**5. APPROVAL OF MINUTES**

A motion was made by Kodada and seconded by Furrer to approve the Minutes from the January 31, 2013 Regular Meeting and the February 14, 2013 Regular Meeting. Vote for: Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

**6. PUBLIC HEARINGS**

None

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

Fritz Duban, 626 Main Street North, thanked City staff and the Public Works Department for doing a fantastic job with snow removal.

## 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: Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

## 9. OLD BUSINESS

None

## 10. NEW BUSINESS

- a. Presentation of a Waste Management Youth Recycling Green Team Check in the Amount of \$597.00 to Holy Cross Catholic School – Mary Patch, Waste Management  
Darrell Hoekstra, of Waste Management, presented the students from Holy Cross Catholic School with a check for \$597.00 for recycling 39.8 tons of mixed cardboard and paper during their term as the Green Team.

The Council thanked Holy Cross and Waste Management for their service to the community.

- b. Consider Approval of a Request by Darlene Kubes to Use the Months of March, April and May to Calculate the Average Sewer Rate for 2013 – Joel Erickson, City Administrator

Erickson explained that an issue was discovered with Darlene Kubes's home furnace humidifier, which lead to extremely high water usage between November 2012 and mid-February. He said that because the City averages sewer usage during the first three months of the year, Ms. Kubes has requested that the City consider using the months of March, April, and May instead, now that her humidifier issue has been fixed. Erickson mentioned that the Council has approved similar requests in the past. He said that Ms. Kubes has agreed to pay all the bills prior to this incident.

A motion was made by Pelava and seconded by Kodada to approve a request by Darlene Kubes to use the months of March, April and May 2013 to calculate the average sewer rate for 2013. Vote for: Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- c. Update on the Northfield Area Ambulance Association – Dave Pfluke, Lonsdale Representative

[This Agenda Item was discussed after Department Reports]

Erickson provided the Council with an update on the Northfield Area Ambulance Association's meeting, held the night before. He said that the NAAA Workgroup provided a recommendation on how the entity should proceed. The Workgroup recommend to not dissolve the NAAA but to move forward in a legal manner. He said that further details will be brought to the April meeting. Erickson stated that Lonsdale currently has ambulance service in town from 3:00 pm – 5:00 am. Erickson mentioned that they decided to leave the annual dues at \$1/capita, the same rate as in previous years.

[Dave Pfluke was not present at the meeting]

d. Consider Approval of Resolution 2013-09, a Resolution to Contract with a Councilmember – Joel Erickson, City Administrator

Erickson explained that the Police Department had a vehicle towed and impounded by Lonsdale Auto Works for \$168.85. The Council reviewed the associated invoice. Erickson said that since Pelava is the President of Lonsdale Auto works, the Council needs to approve a resolution to contract with a Councilmember.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2013-09, a resolution to contract with a Councilmember. Vote for: Kodada, Rud, and Furrer. Vote against: None. Abstained: Pelava. Vote: 3-0-1. Motion carried.

e. Update on EDA Streetscape Project – Joel Erickson, City Administrator

Erickson provided an update on the EDA's proposed Main Street Streetscape Project while the Council reviewed the latest project layout plan and details. He said that Main Street business owners were invited to attend the February 21, 2013 EDA meeting to provide feedback on the proposed plan. Erickson provided a summary of that meeting. He said that overall, everyone realizes that something needs to be done with Main Street but efforts should be made to not reduce any front door parking. He said that the bumpouts would need to be redesigned to better accommodate larger truck turning movements. Erickson said that business owners present at the meeting suggested: 1) removing and replacing/widening the sidewalks to allow for the possibility of trees along Main Street, and 2) planning for irrigation and electrical for new light poles in the future that could accommodate hanging banners flower baskets. Erickson said that further discussion on the project will take place at the March EDA meeting.

Rud stated that he is in favor of the Main Street sidewalks being replaced and the curbs being cleaned up. Pelava stated that the EDA and City should consider at least striping the parking stalls along Main Street to create uniform parking. Furrer agreed that painting the parking lines on the road would look sharp.

- f. Presentation of the 2012 Lonsdale Police Department Annual Report – Jason Schmitz, Chief of Police

Police Chief Jason Schmitz presented the Council with the 2012 Annual Police Report. Schmitz read through the entire report, including details on staffing, 800 MHz, the police reserve program, police vehicles, training, and animal control. He also highlighted specific incident statistics shown on the attached charts. In an effort to alleviate any misconceptions, Pelava mentioned that the statistics show an average of less than two traffic stops per day throughout the year. Schmitz mentioned that the Police Department will be bringing two officer hiring requests before the Council for review in March.

The Council Thanked Police Chief Schmitz for his report.

- g. Consider Approval of Resolution 2013-10, a Resolution Entering Into a Permit with the Commissioner of Transportation of the State of Minnesota for the Limited Use of Certain Right of Way of Trunk Highway 19 for the Purpose of Constructing a Non-Motorized Recreational Trail – Ben Baker, City Planner

Baker explained that in order to proceed with the proposed 2013 trail connection between the Heath Creek Trail and the Northeast Trail, the City must obtain two permits from MNDOT, including a Limited Use Permit (LUP) and right-of-way permit. The Council reviewed the attached trail maps while Baker read through the proposed Resolution. Kawlewski explained that the proposed LUP from MNDOT is standard language. He mentioned that the City has the option to reapply for the permit before it expires on 2/11/2023. Furrer asked if the snowmobile route would interfere with the project. Erickson said that snowmobiles can travel on the east side of 8<sup>th</sup> Avenue NE.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2013-10, a resolution entering into a permit with the Commissioner of Transportation of the State of Minnesota for the limited use of certain right of way of Trunk Highway 19 for the purpose of constructing a non-motorized recreational trail. Vote for: Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

Rud mentioned that a connection should also be made between the Main Street North sidewalk and the RayAnn Trail around the large parking lot at Trendera Memorial Park.

- h. Consider Approval to Authorize Staff to Advertise and Solicit Quotes for a 36' x 24' Open-Air Park Pavilion and Drinking Fountain to be Located at Sticha Park – Ben Baker, City Planner

Baker provided the Council with an overview of the Sticha Park Pavilion Project. He said that before the City received a geotechnical report from Northern Technology, Inc, the City had been pursuing a \$150,000 - 30' x 50' block pavilion, including restrooms and a concession stand. Baker estimated that it would take an extra \$40,000 - \$50,000 to either: 1) correct the deep unsuitable soils or 2) install helical piers as an appropriate foundation option for the block structure.

He mentioned that the Parks & Recreation Commission reviewed the different foundation and soil correction options with WSB Structural Engineer Aaron Nelson. He stated that after reviewing all of the information, the Park Board agreed that the City should pursue an open air pavilion structure. He mentioned that the Board also suggested obtaining a quote for water service and a drinking fountain near the pavilion and playground area. Baker stated that at their February 12, 2013 meeting, the Park Board recommended that the City obtain quotes for the proposed pavilion project, including a drinking fountain.

The Council reviewed the details associated with the proposed 36' x 24' open air pavilion. Baker said that the pavilion could hold six to eight larger picnic tables. Kodada stated that the proposed plan was the most effective way to get a pavilion structure at Sticha Park. He mentioned that it would have a flat ceiling with lights inside. Baker provided a status update on the Sticha Family donation. Rud said that maybe a portable concession stand could be run by one of the local community organizations out of a corner of the new pavilion. He also said that the compost site location should be moved to the edge of town along with the new business park. Pelava asked if there would be room to include small portable restrooms inside the proposed open air pavilion. Kodada explained the issues associated with permanent plumbing and settling soils at Sticha Park, and he said that any future restrooms will most likely be located nearby the pavilion but not inside.

A motion was made by Kodada and seconded by Furrer to authorize Staff to advertise and solicit quotes for a 36' x 24' open-air park pavilion and drinking fountain to be located at Sticha Park. Vote for: Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

i. Update on 2013 Park Projects – Ben Baker, City Planner

The Council reviewed the provided park maps and site plans while Baker provided an update on upcoming and planned parks project as follows:

*Kalina Park*

- Playground equipment to be installed during Spring 2013
- 32 larger sized trees will be planted by neighbor Andy Jirik
- A new park sign will be installed in 2013 or 2014

*Sticha Park*

- Playground equipment to be installed during Spring 2013
- Concrete playground border (sidewalk and curb) to be installed along with the new playground equipment
- Open air park pavilion (36' x 24') to be constructed Spring-Summer 2013
- Drinking fountain to be installed along with the playground site preparation work
- Off-street parking to be constructed in 2013 or 2014
- Remove and relocate the Compost Site to Garfield Avenue along with 2013-2014 Business Park Project

*Heath Creek Trail – Northeast Trail Connection (Hwy 19 Xing)*

- The Heath Creek Trail boardwalk and boardwalk approaches along with the Northeast Trail section to be constructed Spring-Summer 2013

*Idaho Street Boulevard Trees*

- Idaho Street SW Tree Planting Project, including over 50 trees, to be planted Spring - Summer 2013

*Trenda Memorial Park / North Main Street – RayAnn Trail Connection*

- Trail connection along Main Street North and the Trenda Memorial Park parking lot to be construction in 2013 or 2014

Rud stated that the Parks Department should research a drip irrigation system for the upcoming tree planting projects. The Council thanked Baker for the update.

j. Consider Approval to Authorize Staff to Advertise and Solicit Quotes for Playground Site Work at Sticha and Kalina Parks - Ben Baker, City Planner

Baker stated that at their meeting on February 12, 2013, the Park Board recommended that the City obtain quotes for concrete curb and sidewalk work around the new playground area at Sticha Park to hold in the engineered woodchips. He said that permanent concrete borders help delineate where the play area boundaries are. He also mentioned that concrete borders are sturdier and more pleasant to look at compared to plastic or wooden borders. He noted that currently play areas at Jaycee Park, Trenda Memorial Park, and Bayster Park all have similar concrete borders surrounding the play areas. For reference, the Council reviewed the Sticha Park site plan layout, project details, and pictures of previously installed borders at other parks in town.

Baker mentioned that due to the projected Spring work load for the Public Works Department, City staff is in support of obtaining quotes for a contractor to excavate the playground area and excavate/install a 360 ft. waterline from 4<sup>th</sup> Avenue to a new drinking fountain/hose spigot. Rud suggested obtaining a quote for a 4” waterline, over a 2’ line, to accommodate any future ball field irrigation.

A motion was made by Pelava and seconded by Furrer to authorize Staff to advertise and solicit quotes for playground site work at Sticha Park and Kalina Park. Vote for: Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

k. Discuss DRS Sanitary Sewer Connection – Russ Vlasak, Public Works Director

Vlasak asked the Council to reconsider looking into the DRS sanitary sewer line connection project due to the proposed RayAnn Trail to Downtown trail connection project. He said that it would make sense to do both projects at the same time. He stated different reasons why the City should do the project, including potential sewer backup problems due to capacity constraints. Kawlewski estimated that the project would run around \$130,000. Vlasak mentioned that the Council might want to do a larger project,

which would also include regradeing of the Trendera Memorial Park parking lot and fixing drainage concerns with alleyway located between Main Street North and 1<sup>st</sup> Avenue NE.

Rud suggested that Vlasak look at the big picture and research the entire sewer system to see if other potential bottlenecks exist. The Council thanked Vlasak for bringing up the issue, but they suggested that the DRS sewer line project should be included along with an already identified larger Capital Improvement Plan (CIP) area project, such as the proposed 2014 Area No. 5 Project.

## 11. OTHER BUSINESS

### a. Project Reports

Erickson provided a brief update on the Business Park Project. He said that a platting agreement was approved, that a concept plan has been created, that two land appraisals have been completed, and that the land owner and City are working to finalize the land deal soon. Rud suggested that the future land owner, whether it's the City or Steele Waseca, needs to be defined by early-April.

### b. Council / Department Reports

*Council Member Daleiden*

N/A

*Council Member Kodada*

Kodada said that the Park Board will be meeting on March 12<sup>th</sup>.

*Council Member Furrer*

Furrer said that the Public Library is turning three years old and that a children's themed celebration is being planned.

*Council Member Pelava*

Pelava provided a brief update on the items discussed at the February Planning Commission meeting.

*Mayor Rud*

Rud announced a few upcoming community events, including the Lonsdale Showcase, LACC Bailout the Fireworks Fish Fry, Lonsdale Area Food Shelf collection bags distribution, and TCU Kindergarten Round-Up. He announced that Meeting with the Mayor will be on March 9<sup>th</sup>.

## **12. ADJOURNMENT**

A motion was made by Kodada and seconded by Pelava to adjourn the meeting. Vote for: Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried. The meeting ended at 8:26 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator