

**MINUTES
CITY OF LONSDALE
REGULAR CITY COUNCIL MEETING
MARCH 10, 2016**

1. CALL TO ORDER

Mayor Rud called a Regular 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. 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, and Furrer. Vote against: None. Abstained: None.

Vote: 4-0. Motion carried.

5. APPROVAL OF MINUTES

None

6. PUBLIC HEARINGS

a. Ordinance 2016-268 – Amending Ordinance 2012-251 (EDA Revolving Loan Fund)

Rud read the public hearing notice, and he opened the public hearing.

The Council reviewed Ordinance 2016-268, an ordinance revising the current Revolving Loan Fund. Erickson explained that the EDA has been reviewing the Revolving Loan Fund Policy over the last several months to provide interested businesses with a more appealing and competitive loan options. Erickson went through all the proposed changes to the Revolving Loan Fund as recommend by the EDA.

Rud asked if anyone from the audience wanted to speak on the matter. No one responded to the invitation.

A motion was made by Kodada and seconded by Furrer to close the public hearing.

Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: None.

Vote: 4-0. Motion carried. The Public Hearing closed at 7:08 pm.

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

None

9. OLD BUSINESS

None

10. NEW BUSINESS

Pelava arrives to the meeting at 7:15 pm.

- a. Consider Approval to Create a Formal Community Center Taskforce and a Request to Allocate \$10,000 for Pre-Referendum Services (Architecture/Facilitation) – Community Members

A citizen group of adults and children gathered around the podium to show their support for a community center in Lonsdale. The group selected Ryan Phelps to address the Council. Phelps stated that based on overwhelming positive feedback from recent conversations throughout the community and from social media comments, he stated that Lonsdale residents definitely want a community center. He noted that the recent community survey confirms that Lonsdale residents support a multi-purpose community center. He stated that Lonsdale residents have to travel almost everywhere for recreational and educational programming. He said that a community center would attract business to town. He listed a few items that most residents would like to see in a new community center, including a full-sized gym, hockey rink, swimming pool, and indoor track. On behalf of the group, Phelps asked the Council to consider forming an Official Taskforce and allocate \$10,000 for architectural services. Amanda Prigge said that she would like to see a pool with basketball hoops, and the rest of the children up front agreed with her.

Rud stated that it was a good idea to allocate some money to get an architect onboard. Paul Donna, Managing Director of Robert W. Baird Financial Firm, stated that he has 25-years of experience working with communities and community center projects. He said projects can range from \$2.5 - \$20 million. He said it is important to properly plan and factor in a variety of ways to pay for the facility. He said that recreation centers are truly an investment and service to the community that fees alone will not cover. Donna said that community center projects typically bring communities together. He noted that many smaller communities desire to have high quality amenities in town to attract and retain people and businesses. Rud thanked Donna for his input. Kodada said that now is the time to do a project like this. Furrer suggested including a variety of ages and cross-sections on the Taskforce.

A motion was made by Kodada and seconded by Pelava to approve the creation of a formal Community Center Taskforce and to allocate \$10,000 for pre-referendum services (architecture/facilitation). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of Ordinance 2016-268, an Ordinance Repealing Ordinance 2012-251 and Authorizing the Economic Development Authority of Lonsdale to Establish a Revolving Loan Program – Joel Erickson, City Administrator

Erickson said that a public hearing was held earlier in the meeting and that there were no written or verbal comments. He summarized the proposed ordinance amendment to the Revolving Loan Fund Program. He stated that the EDA recommended approval of the proposed changes. Daleiden said that a lot of discussion went into the proposed changes.

A motion was made by Daleiden and seconded by Furrer to approve Ordinance 2016-268, an ordinance repealing Ordinance 2012-251 and authorizing the Economic Development Authority of Lonsdale to establish a Revolving Loan Program. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Presentation of the Financing Plan for the Area No. 5 Street and Utility Improvement Project – Paul Donna, Robert W. Baird

Paul Donna, of Robert W. Baird, went through a 7-page presentation of the financing plan for the Area No. 5 – Phase II Street & Utility Improvement Project. Donna showed the Council a historical bond rate chart, and he said that now is a great time for cities to finance bonds. He explained how the \$1,690,000.00 would be broken down into fund deposits: of Assessments - \$777,197.63, Water Projects - \$150,582.06, Sewer Projects - \$72,862.27, Tax Levy Projects - \$ 641,188.04, and Issuance - \$48,170.00. The Council also reviewed the amortization chart and proposed interest rates in the lower 2% range. Donna stated that the 15 year bonds were slated to be sold on May 17, 2016. Furrer asked about the City's bond rating. Erickson said that City has a AA- rating, and Donna stated that Lonsdale has an above-average rating compared to similarly-sized cities. The Council thanked Donna for his informative presentation.

- d. Consider Approval of Resolution 2016-13, a Resolution Approving Issuance of General Obligation Improvement Bonds, Series 2016A – Paul Donna, Robert W. Baird

The Council reviewed Resolution 2016-13. Donna highlighted the key points of the Resolution, and he said that the proposed bond sale is for \$1,690,000.00, which covers the cost of construction, engineering, legal and finance.

A motion was made by Daleiden and seconded by Furrer to approve Resolution 2016-13, a resolution approving issuance of General Obligation Improvement Bonds, Series 2016A. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

e. Consider Approval of a Mowing Agreement Between the City of Lonsdale and Johnathon Thielen – Joel Erickson, City Administrator

Erickson said that he was approached by John Thielen to see if the City was still interested in entering into an agreement for mowing certain City-owned properties in 2016. The Council reviewed the proposed agreement and associated maps showing the 4 properties that have been mowed by Thielen over the past few years. Erickson said that the proposed agreement is the same as last year. Kodada asked if Mr. Duban would still be farming/cutting the Lonsdale Business Park vacant lots. Erickson said that he will check with Mr. Duban to see what his intentions are for 2016. Vlasak said that there hasn't been any problems with the Thielen property maintenance agreement.

A motion was made by Kodada and seconded by Pelava to approve a mowing agreement between the City of Lonsdale and Johnathon Thielen. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

f. Consider Approval of the Lonsdale Area Food Shelf and Knights of Columbus as the 2016 2nd and 3rd Quarter Green Teams – Ben Baker, City Planner

Baker noted that the City currently had seven Green Team applications on file, in which two service organizations have never had the opportunity to previously serve as the Recycling Green Team before: 1) Lonsdale Area Food Shelf, and 2) Knights of Columbus. Baker stated that the Friends of the Lonsdale Public Library was the current Green Team. He said that the Park Board recommended giving the two new organizations a chance to participate in the program.

A motion was made by Kodada and seconded by Furrer to approve the Lonsdale Area Food Shelf as the 2016 2nd Quarter Green Team and the Knights of Columbus as the 2016 3rd Quarter Green Team. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

Rud stated that the Green Team has been a terrific program for Lonsdale over the years.

- g. Consider Approval of Pay Request No. 1 in the Amount of \$51,384.00 to Steve Vosejka for the Lonsdale Feedmill Expansion Project – Kevin Kawlewski, City Engineer
Kawlewski asked the Council to consider approval of Pay Request No. 1 in the amount of \$51,384.00 to Steve Vosejka for the Lonsdale Feedmill Expansion Project. The Council reviewed the itemized quantity and price sheet showing the work that has been completed by the contractor to-date. Kawlewski said that WSB & Associates did review the pay request in accordance with the approved Development Agreement. Furrer asked if there would be more payments yet to come. Kawlewski explained that the underground utilities have not been connected to Ash Street yet and the proposed stormwater pond needs to be excavated too. He said that the project costs should come in at, or just under, budget.

A motion was made by Daleiden and seconded by Kodada to approve Pay Request No. 1 in the Amount of \$51,384.00 to Steve Vosejka for the Lonsdale Feedmill Expansion Project. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- h. Consider Approval of the Plans and Specifications and to Authorize Staff to Advertise the 2016 Mill & Overlay Street Maintenance Project – Kevin Kawlewski, City Engineer
The Council reviewed a map that showed the streets being proposed for mill and overlay restoration this summer. He asked the Council to consider approving the street restoration project plans and specifications and authorize Staff to advertise the project for bids. He said that bids should be ready for review for the March 31st Council meeting. Kawlewski predicted that the City should receive some good bid numbers for the project, which should be completed by July 1st.

A motion was made by Furrer and seconded by Pelava to approve the Plans and Specifications and to authorize Staff to advertise the 2016 Mill & Overlay Street Maintenance Project. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

- a. Department Reports

Public Works Department

Vlasak provided an update on projects that the Public Works Department have been working on.

Engineering Department

Kawlewski provided an update on road restrictions. He said that a pre-construction meeting will be scheduled in early-April for the Area No. 5 – Phase II Project. He stated that he would meet with any affected property owners following the pre-con meeting.

Administration & Economic Development

Erickson provided the Council with an update on items/projects that he has been involved with over the past few weeks, including interviews, job application reviews, Rice County 2016 Legislative initiatives, EDA Revolving Loan Fund Policy, and Hiawathaland Transit.

Community Development & Parks/Recreation

Baker provided the Council with pictures of the recently completed fishing pier and boardwalk sections that were recently installed by the Public Works Department. He said that he has been working on the City Website Project, reviewing the draft Comp Plan chapters, and meeting with area recreation and community education leaders to promote more activities in Lonsdale.

b. Council Reports

Liquor Store Committee & EDA

Daleiden provided an update on the latest Lonsdale Liquor numbers.

Parks & Recreation Commission & Liquor Store Committee

Kodada provided an overview of the March 8th Park Board meeting, including discussion on soccer field site plans and ordering appropriately sized soccer goals.

Library Board & EDA

Furrer stated that the Library Board and EDA will be meeting next week. She said that the Library is in the process of hiring a Circulation Clerk. She said that some of the EDA members did a business retention and expansion visit to Advance Resource Manufacturing on Florida Street SE.

Planning Commission & Comp Plan Committee

Pelava provided a brief recap on the February 29th Comprehensive Planning Committee meeting. He said that the Comp Plan Committee will meet again next Thursday at 6:00 pm.

Mayor

Rud announced two Easter Egg Hunts coming up at: 1) Trondhjem Luther Church and 2) Jaycee Park. He stated that a Fireworks Fish Fry is scheduled on March 18th.

12. ADJOURNMENT

A motion was made by Daleiden 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 8:04 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator