

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
MARCH 13, 2014**

**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, City Engineer Kevin Kawlewski, Public Works Director Russ Vlasak, Fire Chief Mike Yetzer

**4. APPROVAL OF AGENDA**

Mayor Rud asked if there were any additions, deletions or corrections 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**

None

**6. PUBLIC HEARINGS**

None

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

None

**8. APPROVAL OF THE CONSENT AGENDA**

None

**9. OLD BUSINESS**

None

## 10. NEW BUSINESS

- a. Closed Session – Consider Approval to Make a Purchase Offer on the Property Located at 133 Main Street North – Joel Erickson, City Administrator  
Erickson explained that in the past, the City Council has discussed purchasing the property at 133 Main Street North. He said that the last time that the issue was pursued was back in late-2012/early-2013, and since then, both the City and property owners have shown renewed interest in coming to terms on the sale of the property.

A motion was made by Kodada and seconded by Pelava to recess the regular meeting and go into closed session. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

The Council met in closed session in the upstairs meeting room at City Hall to discuss potentially purchasing the property at 133 Main Street North. After discussing the issue for a half-hour, the Council members came back downstairs and Rud reconvened the regular meeting back into session.

A motion was made by Kodada and seconded by Furrer to authorize the City Administrator to negotiate a purchase price with the property owners at 133 Main Street North. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of the 2015 Lonsdale Fire District Budget – Mike Yetzer, Fire Chief  
Fire Chief Mike Yetzer provided the City Council with a detailed annual department report, which included: Fire District Board Meeting Minutes, department fleet vehicle information, 2013 fire calls, a listing of unpaid fire calls, an activity report, training notes, 2013 revenue report, 2013 expense report, and 2013 revenue/expense summary. He also provided the Council with the proposed 2015 Fire Department Budget and governmental valuation breakdown and budget allocation listed by jurisdiction. He went through the proposed budget, stating that everything is pretty much staying the same except that he is proposing a \$3 per call increase for the firefighters, which increases the budget by \$11,803 compared to the 2014 Budget. Yetzer noted that Lonsdale's total cost would only increase \$2,700. He briefly talked about department goals and new items such as training for emergency medical responders, the 4120 Rescue Pumper, the Ford Expedition, and the Lucas Device. Furrer questioned how the Fire Department was going to get people to pay their delinquent fire call bills. Erickson said that the City will be sending a 3<sup>rd</sup> invoice to the property owner and copy the township. He explained that if they don't pay, then the townships will assess the amount of the invoice.

A motion was made by Kodada and seconded by Furrer to approve the 2015 Lonsdale Fire District Budget. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

Rud and the Council thanked Fire Chief Yetzer for doing a great job with the Fire Department. They specifically thanked him for establishing a capital outlay program, increasing department morale, and helping with fundraising efforts.

- c. Consider Approval to Make the Golden Agers the April/May/June 2014 Waste Management Youth Recycling Green Team – Ben Baker, City Planner  
Baker mentioned that the City currently has two Green Team applications on file: 1) Golden Agers (application received 11/5/13) and 2) Boy Scout Troop 327 (application received 1/6/14). He said that the Golden Agers, a local retirement organization, has never had the opportunity to participate as the Green Team yet. He noted that although the Waste Management Green Team Program was originally intended to fund youth organizations, it is up to the Park Board/City Council to use their discretion when choosing non-youth Green Teams. Baker also noted that the local Boy Scout Troop has already had the opportunity to participate as the Green Team three times previously. Baker stated that the Park Board recommended approval of the Golden Agers at their meeting on March 11, 2014.

A motion was made by Pelava and seconded by Kodada to approve the Lonsdale Area Golden Agers as the April/May/June 2014 Waste Management Recycling Green Team. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Review and Consider Approval of a Proposal Submitted for Engineering and Inspection Services for the City's Water Tower Reconditioning Plans, Specifications and Inspection – Russ Vlasak, Public Works Director  
Erickson and Vlasak explained that they had read through, reviewed, and compared the five proposals submitted for engineering and inspection services for the City's planned 2014 Water Tower Reconditioning Project. However, they stated that they were not ready to make a recommendation at this point because they were not confident that the apparent low bidder was going to provide the required full-time construction observation hours without leaving the door open for other charges. The Council members noted that the City ultimately wants a quality product, and they agreed to table the issue until the March 27<sup>th</sup> Council meeting.

A motion was made by Daleiden and seconded by Pelava to table the issue until March 27, 2014. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The Agenda Item was tabled.

- e. Consider Approval of the Proposed 2014/2015 Labor Agreement Between the City of Lonsdale and Law Enforcement Labor Services, Inc. Local # 369 Patrol Officers – Joel Erickson, City Administrator  
Erickson said that the City of Lonsdale and Local # 369 came to terms at the end of February 2014 on the proposed Collective Bargaining Agreement (CBA). The Council reviewed the attached labor agreement while Erickson summarized the main points of the agreement, which included: a 2 year contract for 2014-2015, changes to Holidays, a wage increase of 5.1%, and fitness for duty requirements. Erickson noted that although there was a wage increase, the health insurance benefit will remain the same. The Council discussed what would happen if an officer couldn't meet the fitness requirements.

A motion was made by Daleiden and seconded by Kodada to approve the proposed 2014/2015 Labor Agreement between the City of Lonsdale and Law Enforcement Labor Services, Inc. Local # 369 Patrol Officers. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

The Council thanked Erickson for his efforts, and Kodada noted that the last two negotiations have gone much smoother than prior CBA negotiations.

f. Consider Approval of a Request for Proposals (RFP) for Mosquito Control Management Services – Joel Erickson, City Administrator

The Council reviewed the proposed RFP for mosquito control management services during the summer of 2014. Erickson noted the nine items that a service provider will be responsible for. He said that the City is looking at a price on 10 regular treatments along all City streets and within Jacyee Park and Trena Memorial Park. The Council also suggested getting quotes for spraying the other City parks too. Furrer informed the public that residents and business should also be doing their part to keep the mosquito population in check, by spraying their yards too.

A motion was made by Kodada and seconded by Furrer to approve the proposed RFP for mosquito control management services and to advertise said RFP. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

g. Consider Approval of a Credit Card Policy – Joel Erickson, City Administrator

The Council reviewed a proposed credit card policy. Erickson explained that cities have been using credit cards for some time and more frequently over the last ten years. He explained that the main purpose for a City credit card would be for costs associated with attending conferences and making City related purchases online. He noted that the policy would set a credit limit of \$5,000 and only authorize purchases made by a department supervisor. Erickson said that a City credit card will help reduce the need for employees to purchase sometimes expensive City items on their personal credit cards.

A motion was made by Daleiden and seconded by Furrer to approve the proposed Credit Card Policy. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

h. Consider Approval of Resolution 2014-14, a Resolution Authorizing Submission of a Competitive Veterans Memorial Grant Application to the Minnesota Department of Administration and Authorizing the Mayor and/or City Administrator to Enter into a Grant Agreement Upon Award – Joel Erickson, City Administrator

Erickson provided the Council with a copy of a grant application submitted to the State of Minnesota requesting \$10,000 in financial help to construct a Veteran's Memorial in Lonsdale. Erickson noted that by approving Resolution 2014-14, the City will commit the equal non-state cash match and authorize the Mayor/City Administrator to enter into an agreement upon award of the grant.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2014-14, a resolution authorizing submission of a competitive veterans memorial grant application to the Minnesota Department of Administration and authorizing the Mayor and/or City Administrator to enter into a grant agreement upon award. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Consider Approval of Resolution 2014-15, a Resolution to Contract with a Councilmember – Joel Erickson, City Administrator

Erickson said that on February 25<sup>th</sup> the City was made aware of a watermain break on South Main Street and therefore Rud Construction was contacted to rip the frost and excavate to the main so staff could repair the pipe break. He said that the work was completed by Rud Construction was emergency repair work so staff not able to get approval prior to the work being completed.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2014-15, 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.

In regard to the Main Street watermain break incident, Erickson relayed comments provided by the owner of the Whistle Stop Tavern & Grill. Terry Bastyr said that the Public Works Department did a great job on communicating with them and working with them to provide some water service during their busier lunch time demand. Rud also thanked the Public Works Department, and he stressed the importance of notifications during emergency repair work. He also noted that Main Street underground utilities should be included in the upcoming reconstruction project proposal.

j. Consider Approval of Resolution 2014-16, a Resolution Approving the Rolling Ridge Market Place 4<sup>th</sup> Addition Final Plat – Ben Baker, City Planner

The Council reviewed the detailed Staff Report. Baker read through Resolution 2014-16, and he explained the proposed plat changes to the original plat. He stated that Fred Bragelmann will essentially end up with one large commercial lot similar to the commercially zoned outlot located directly across 8<sup>th</sup> Avenue NE, where side property lines run directly up to the right-of-way line. Baker noted that the Rolling Ridge Market Place Association and the City Attorney did review the proposed plat. He said that the Planning Commission held a public hearing and recommended approval of the final plat contingent upon three conditions/comments. Baker read through all of the conditions/comments of approval.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2014-16, a resolution approving the Rolling Ridge Market Place 4<sup>th</sup> Addition Final Plat. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

## 11. OTHER BUSINESS

### a. Department Reports

- The Council reviewed pictures of the recent construction progress made on the boardwalk trail behind/around the lumber yard.

### b. Council Reports

#### *Council Member Daleiden*

Daleiden provided an update on the liquor store.

#### *Council Member Kodada*

Kodada provided a review of the March 11<sup>th</sup> Park Board meeting. He said that Adam Larson came to the meeting to talk about a multi-year/phase environmental enhancements projects proposed for the elementary school. He mentioned that a community wide archery range target construction day is also being scheduled in April. Kodada said that there will be some mulch retention and trail construction work going on at Kalina Park this summer.

#### *Council Member Furrer*

Furrer said that the EDA and Library Board will be meeting next week.

#### *Council Member Pelava*

Pelava said the Planning Commission held a public hearing on the Rolling Ridge Market Place 4<sup>th</sup> Addition Final Plat. He said that the Planning Commission also reviewed the 2013 Community Development Report and discussed the proposed off-street parking ordinance.

#### *Mayor Rud*

Mayor Rud announced that the Lonsdale Area Chamber of Commerce's Bailout the Fireworks event will be on March 21<sup>st</sup>. He announced that the Lions Pancake Breakfast event is coming up to help raise money for the aviary at the Villages of Lonsdale. He said that he recently attended the annual Kindergarten Roundup event at Lonsdale Elementary School, which saw 70 potential students attend. He reminded all the youth ball players to get registered to play little league baseball this summer. He encouraged City Staff to consider creating internship possibilities within the various City departments/facilities, such as the Waste Water Treatment Plant.

## 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 8:37 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator