

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
APRIL 14, 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: Daleiden, Kodada, Rud, Furrer, and Pelava

Members Absent: None

City Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, Chief of Police Jason Schmitz, and 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 Furrer and seconded by Kodada 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. Consider Approval of Resolution 2016-19 – a Resolution Recognizing National Service – Sandra Reiman and Kelley Dunphy, Reading Corp Members TCU Lonsdale Elementary
Erickson said that the City received a request from Serve Minnesota Action Network / AmeriCorps Minnesota to recognize National Service volunteers and programs. He said that there are two Reading Corp members at Lonsdale Elementary: Sandy Reiman and Kelley Dunphy. Reiman was at the meeting, and she provided an overview of AmeriCorps and Reading Corps programs. She said that Reading Corps volunteers provide individual tutoring services targeted at children attending Kindergarten through 3rd Grade. Reiman said that she puts in 1,720 volunteer hours during the school year. Rud read through Resolution 2016-19 in its entirety. The Council members thanked Reiman for doing a great job with the students and for her many years of volunteer community service.

A motion was made by Kodada and seconded by Pelava to approve the Resolution 2016-19 – a resolution recognizing National Service. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Presentation on the Tri-City United School District Bond Referendum – Teri Preisler, TCU Superintendent
TCU Superintendent Teri Preisler provided an informative presentation regarding the upcoming Tri-City United (TCU) building bond referendum on May 24, 2016. She went through a detailed slide show presentation that depicted proposed improvements to the TCU schools, and why they are needed. “Enrollment-to-capacity” graphs were shown for each school as part of the presentation, which depicted projected overall enrollment growth in the school district. She noted that a 51-member Facilities Task Force studied the district’s needs and made a recommendation to the School Board for improvements not to exceed \$20,000,000.00. She showed the proposed solutions for each of the schools in Lonsdale, Montgomery, and Le Center. Preisler noted that Lonsdale Elementary would be slated to get 7 additional classrooms if the referendum vote was successful. She explained Le Center’s and Montgomery-Lonsdale pre-consolidation debt situation and TCU’s post-consolidation debt situation. Preisler also provided information on estimated property tax impact, which showed that there would be a \$2.44/month tax increase for Lonsdale homes valued at \$150,000.00. She also showed the Council and audience how to access the bond referendum’s website and tax impact calculator. Preisler encouraged everyone to vote on May 24th. Rud wished TCU School District the best of luck, stating that the new classrooms in Lonsdale would really help the town. The Council thanked Preisler for informing the community.

c. Presentation of the 2015 Annual Police Report – Jason Schmitz, Chief of Police
Schmitz presented an 18-page annual police report to the Council, which provided an overview of the Department's happenings and incident statistics in 2015. Schmitz's report went over staffing, training, search warrants, significant incidents, and community policing. He said that overall, the Department's calls for service when compared to 2014 were relatively the same. However, Schmitz said that calls compared to five years ago have increased, where theft related crimes and vandalism/criminal damage to property have stayed steady. He projected that mental health calls will continue to increase over the upcoming years. The council reviewed the stats on: total incidents, traffic incidents, crimes against persons and property, and other incidents. The report charts showed event count by hour of day and by day of week. Rud thanked Schmitz for doing an excellent job on the report and as the City's Police Chief. The rest of the Council also thanked Schmitz for his detailed report.

d. Consider Approval of an Agreement Regarding Annexation Between the City of Lonsdale and Otto E. and Darlene B. Homburg Revocable Trust – Joel Erickson, City Administrator
Erickson explained that as part of the 2005 Idaho Street Improvement Project, an unlevied assessment was placed against the property owned by Otto and Darlene Homburg, 8640 80th Street/Idaho Street SW. He said that in 2008, the city recorded a document against the Homburg property stating that \$1,145,646.59 would be due upon annexation of the property into the City. Erickson stated that recently, the Homburg's have requested that the agreement be revised. Erickson suggested that a proportionate amount of the assessment be paid depending on the amount of land annexed into the City. He provided an example stating that if only 40 acres of the Homburg's total 100 acres was annexed, then the assessment amount due would be approximately \$458,258.64 or 40% of the Homburg property. Erickson said that any future annexation petition would still require a separate annexation agreement. Rud stated that it would be good to get the Homburg property annexed into the City and developed in the near future.

A motion was made by Kodada and seconded by Daleiden to approve an agreement regarding annexation between the City of Lonsdale and Otto E. and Darlene B. Homburg Revocable Trust. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval to Make a Conditional Job Offer to Adam Jirak as Full Time Public Works Employee at Grade 7 / Step 1 (\$16.62/hr.) – Joel Erickson, City Administrator
Erickson stated that the Public Works Department received 15 applications for the new Full-Time Public Works Employee position. He said that three candidates interviewed for the position, and that the Human Resources Committee recommended Adam Jirak. Erickson said that Jirak currently works for the City of Medford in the Public Works Department, and he listed his education, experience, and certificates. Rud and Daleiden noted that Jirak was by far more qualified than any of the other candidates, and they noted that he interviewed well. Furrer said that she was concerned that the negotiated job offer deviated from the Personnel Policy. She stated that if Jirak was hired, that it wouldn't be good for morale at the Public Works Department because he was offered a better wage/benefit package than other employees hired over the last few years. Erickson said that the City has negotiated before with employee candidates, and it has worked out very well for the City in getting qualified and dedicated employees. He stated that it may be time to modify the Personnel Policy again if the City wants to recruit and retain good quality employees. Daleiden stated that Jirak's experience and qualifications will help out the City now and in the near future. Vlasak said that Jirak was the best candidate, but he was also worried about the Department's morale.

A motion was made by Daleiden and seconded by Kodada to make a conditional job offer to Adam Jirak as Full Time Public Works Employee at Grade 7 / Step 1 (\$16.62/hr.), with two weeks accrued vacation at the time of hire and a wage increase to Grade 7 / Step 2 (\$17.20/hr.) upon a satisfactory six month performance evaluation. Vote for: Daleiden, Kodada, Rud, and Pelava. Vote against: Furrer. Abstained: None. Vote: 4-1. Motion carried.

- f. Consider Approval to Make a Conditional Job Offer to Richard Patch as Seasonal Public Works Employee at Grade 3 / Step 7 (\$16.31/hr.) – Joel Erickson, City Administrator
Erickson said that six applications were received for the Seasonal Public Works positions. He said that Dick Patch was interviewed on April 7th, and the interview went well. He noted that Patch has worked seasonally for the City for the past 15 years.

A motion was made by Kodada and seconded by Pelava to Make a conditional job offer to Richard Patch as Seasonal Public Works Employee at Grade 3 / Step 7 (\$16.31/hr.). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval to Make a Conditional Job Offer to Tyler Sticha as Seasonal Public Works Employee at Grade 1 / Step 2 (\$10.95/hr.) – Joel Erickson, City Administrator
Erickson said that Tyler Sticha worked for the City last year and did a good job. He explained that Sticha and other college-aged workers will be hired to work between May-August.

A motion was made by Kodada and seconded by Furrer to make a conditional job offer to Tyler Sticha as Seasonal Public Works Employee at Grade 1 / Step 2 (\$10.95/hr.). Vote

for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

h. Consider Approval of a Proposal Submitted by Common Grounds Lawn and Landscape, Inc. in the Amount of \$15,500.00 for 2016 Mosquito Control Services – Joel Erickson, City Administrator

Erickson said that three mosquito control proposals were submitted: 1) Common Grounds Lawn & Landscape - \$15,500.00, 2) Clarke - \$16,000.00, and 3) Owatonna Groundsmaster, Inc. - \$16,000.00. Erickson noted that Common Grounds is proposing to have a second ULV truck fogger, so that they can get through the whole City during the most affective time at dusk, between 8:00 – 10:00 pm. Vlasak noted that Common Grounds may also spray on two consecutive nights. Rud said that it is even more important to spray for mosquitos due to the recent Zika Virus outbreak. Furrer stated that the public should be informed about the spraying taken place. Erickson said that Common Grounds has done a good job spraying for mosquitos over the past three years in Lonsdale.

A motion was made by Pelava and seconded by Furrer to approve a proposal submitted by Common Grounds Lawn and Landscape, Inc. in the amount of \$15,500.00 for 2016 Mosquito Control Services. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Consider Approval of Resolution 2016-20, a Resolution Requesting Conveyance of Tax Forfeited Property to the City of Lonsdale – Joel Erickson, City Administrator

Erickson informed the Council that Rice County has approved two properties in Lonsdale to be sold at auction due to tax forfeiture: Parcels 1926476001 & 193516002. He recommended that Rice County convey the two parcels to the City of Lonsdale for public use. He noted that a large sanitary sewer runs through one of the parcels, and that the other parcel has Heath Creek running through it. He said that both parcels are essentially all wetland. Erickson explained how the tax forfeiture process works, and he said that the City could obtain the properties for free.

A motion was made by Daleiden and seconded by Kodada to approve Resolution 2016-20, a resolution requesting conveyance of tax forfeited property to the City of Lonsdale. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- j. Consider Approval of an Application and Permit for a 1 to 4 Day Temporary On-Sale Liquor License Requested by the Lonsdale Firemen's Relief Association for Their Annual Steak Fry on May 21, 2016 at the Lonsdale Fire Hall – Joel Erickson, City Administrator

Erickson said that the Lonsdale Firemen's Relief Association (LFRA) has requested a 1-to-4 day temporary on-sale liquor license for their annual steak fry being held on Saturday, May 21, 2016 at the Fire Hall. He said that the LFRA is responsible for obtaining liquor liability insurance.

A motion was made by Kodada and seconded by Pelava to approve an application and permit for a 1-to-4 Day Temporary On-Sale Liquor License Requested by the Lonsdale Firemen's Relief Association for their Annual Steak Fry event on May 21, 2016 at the Lonsdale Fire Hall. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- k. Consider Approval to Accept Randy Vlasak's Letter of Resignation from the Lonsdale Fire Department Effective April 1, 2016 – Joel Erickson, City Administrator

Fire Chief Yetzer provided the Council with Randy Vlasak's Letter of Resignation from the Fire Department, effective April 1, 2016. The Council reviewed Vlasak's letter, and they thanked him for his 20 years of service to the community. They suggested that he be officially recognized at an upcoming Council meeting.

A motion was made by Daleiden and seconded by Kodada to accept Randy Vlasak's Letter of Resignation from the Lonsdale Fire Department effective April 1, 2016. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- l. Consider Approval to Advertise for Three (3) New Volunteer Firefighters – Fire Chief Mike Yetzer

Yetzer asked the Council to consider authorizing the Fire Department to advertise for three new volunteer firefighters.

A motion was made by Kodada and seconded by Furrer to authorize City Staff to advertise for three (3) new volunteer firefighters. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- m. Consider Approval of Resolution 2016-21, a Resolution Transferring \$2,500.00 from the Liquor Fund to the Park Fund to Assist in Financing the Fishing Pier/Boardwalk Project at Hidden Willow Pond – Joel Erickson, City Administrator

Erickson said that at the April Liquor Store meeting, the Liquor Store Committee discussed ways to give back to the community. He stated that Lonsdale Liquor gave \$5,000.00 in 2015 to the Veterans Memorial Project, and he said that the Committee suggested giving \$2,500.00 to the newly constructed Hidden Willow Pond Fishing Pier. He said that the donation will fit in nicely with the fishing opener on May 14th. Liquor Store Manager Lynette Moe stated that Lonsdale Liquor also helps the Lonsdale Food Shelf, participates in the Lonsdale Crawl, and other community events. She said that her main focus is to get the Sewer Fund paid back and to let people know that the liquor store gives back to the community. Rud said that the liquor store has been a tremendous asset to the community for 40 years, and thanked Daleiden, Kodada, Erickson, and Moe for their successful management and leadership of the store. Erickson said that there is only \$133,000.00 out of \$710,000.00 remaining to be repaid to the Sewer Fund.

A motion was made by Furrer and seconded by Pelava to approve Resolution 2016-21, a resolution transferring \$2,500.00 from the Liquor Fund to the Park Fund to assist in financing the Fishing Pier/Boardwalk Project at Hidden Willow Pond. 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 stated that the Public Works Department was working on getting the parks ready for the season. He said that they were also working on pothole repairs.

Administration/City Hall

Erickson said that the City's Auditor is finishing up the 2015 Audit. He said that OSHA stopped in unannounced on Tuesday and Wednesday to check out many of the City's facilities. He stated that overall the City fared well through the safety compliance audit.

Community Development

Baker announced that the City's annual Arbor Day event was coming up in early-May and that a Grand Opening event would be held in mid-June for the new Hidden Willow Pond Fishing Pier. He said that the City was currently working with the DNR to get a permit to clean out the Hidden Willow Pond inlet in preparation for a canoe launch and emergency pond access.

b. Council Reports

Council Member Daleiden

Daleiden provided an update on Lonsdale Liquor.

Council Member Kodada

Kodada provided a recap of the Park Board meeting. He said that they had another informative splash pad presentation given by Commercial Recreation Specialists. He said that there will be 13 soccer teams this year in Lonsdale. Kodada mentioned that the Park Board also visited the new fishing pier and boardwalk at Rezac Nature Preserve.

Council Member Furrer

Furrer stated that the Library Board and EDA will be meeting next week. She said that the EDA will be focusing on the upcoming business forum and marketing.

Council Member Pelava

Pelava said that there are now 8 new home permits issued in 2016. He said that the Comp Plan Committee will be touring all of the public facilities in town on April 21st. He stated that the Planning Commission meeting will start at 7:15 pm, following the Comp Plan facilities tour.

Mayor Rud

Rud announced that there will be a Food for Kids packing event at the Crusader Center on April 28th. He said a free Geocaching for S'mores event is scheduled for Saturday morning on May 7th. He also announced the upcoming waffle breakfast events.

12. ADJOURNMENT

A motion was made by Kodada and seconded by Daleiden to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None Vote 5-0. Motion carried. The meeting ended at 8:47 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator