

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
APRIL 25, 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: Daleiden, Rud, Furrer, and Pelava

Members Absent: Kodada

City Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, City Engineer Kevin Kawlewski, Public Works Director Russ Vlasak, Police Chief Jason Schmitz, and I & S Group Engineer Andy Brandel

4. APPROVAL OF AGENDA

Mayor Rud asked if there were any corrections, additions, or deletions to the agenda. Erickson asked if "Resolution 2013-19" could be added to the agenda.

A motion was made by Pelava and seconded by Furrer to approve the agenda with the noted addition. Vote for: Daleiden, Rud, Furrer and Pelava. 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 Minutes from the March 28, 2013 Regular Meeting, the April 11, 2013 Closed Special Meeting and April 11, 2013 Regular Meeting. Vote for: Daleiden, 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

None

8. APPROVAL OF THE CONSENT AGENDA

A motion was made by Furer and seconded by Pelava to approve the consent agenda as follows:

- a. Monthly Bills
- b. Treasurer's Report
Erickson explained the new format created by City Treasurer Tami Brokl based on recommendations from the City Auditor.
- c. Board and Commission Minutes

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

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Consider Approval of Resolution 2013-15, a Resolution Approving the Preliminary Plat for the Lonsdale Business Park – Ben Baker, City Planner

The City Council reviewed a detailed Staff report, while Baker provided an overview of the proposed Lonsdale Business Park Preliminary Plat & Project. Baker stated that the City of Lonsdale is proposing to develop a 74-acre site into a commercial-industrial business park in order to provide pad-ready sites for interested businesses. He mentioned that the City is currently low on available industrial lots for prospective businesses. He said that business park's tend to provide cities with job growth and help diversify and generate a solid tax base.

Baker explained that the project will be completely graded right away, but the infrastructure will be divided and constructed in two phases. Baker stated that all the land within Outlot F and Outlot C will be deeded over to the City for public use. He said that a paved trail will run through the two outlots and connect Garfield Avenue with the Southern Trail in Willow Creek Heights. He noted that Outlot F contains a large pond, woodlands, and scenic lowland/wetland areas.

Baker said that at their meeting on April 18, 2013, the Lonsdale Planning Commission recommended approval of the preliminary plat with the three conditions listed in Resolution 2013-15. He also said that the Lonsdale Parks & Recreation Commission recommended approval of the preliminary plat at their meeting on April 23, 2013. Baker noted that comments from the public hearing were attached to the report. The Council reviewed the various attached maps and associated plat drawings. Project Engineer Andy Brandel stated that all the plans and specifications are ready to go. He also went over the proposed project timeline, and he mentioned that there's a couple of months worth of grading work to be done.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2013-15, a resolution approving the Preliminary Plat for the Lonsdale Business Park. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

b. Consider Approval to Advertise for Sale by Sealed Bids a Forfeited 2005 Ford Explorer – Jason Schmitz, Chief of Police

Police Chief Jason Schmitz explained that a 2005 Ford Explorer is currently in the process of being titled under the City of Lonsdale after it was involved in a property damage hit and run. He asked the Council for approval to advertise the vehicle locally with a minimum bid of \$4,400.00. He said that the vehicle is in good condition with 144,580 miles. The Council reviewed a Kelly Blue Book review on the vehicle.

A motion was made by Daleiden and seconded by Furrer to advertise for sale by sealed bids a forfeited 2005 Ford Explorer. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

c. Consider Approval of Resolution 2013-16, a Resolution Approving a Transfer of \$10,000.00 From the Liquor Fund to the Park Fund – Joel Erickson, City Administrator

Erickson said that a planning committee consisting of EDA and Park Board members was formed and met several times during the summer of 2012 in efforts to create a plan for a downtown plaza park at 127 Main Street North. He said that the EDA and Park Board have agreed to provide \$30,000 in funding for the park's proposed improvements, however he explained that additional funding is necessary to implement the proposed improvements. Erickson said that in order to help fund the park, the Liquor Store Committee approved a \$10,000.00 transfer out of the Liquor Store Fund to help finance the project at their April meeting.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2013-16, a resolution approving a transfer of \$10,000.00 from the Liquor Fund to the Park Fund. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

d. Consider Approval of a Quote Submitted by Trent Creger's Painting, LLC in the Amount of \$2,720.00 to Paint the Interior of City Hall – Joel Erickson, City Administrator

Erickson explained that the walls in City Hall are all showing wear and tear and need to be painted. He provided the Council with three quotes to review for the interior painting project: 1) Trent Creger's Painting, LLC - \$2,720.00; 2) Mike Daleiden - \$2,770.00; and 3) Nick Slavik Painting & Restoration - \$3,600.00. Erickson stated that all the quotes were based on the provided bid sheet and are comparable. He noted that each year \$4,500 is budgeted for capital outlay and repairs/maintenance for City Hall. The Council reviewed the quote comparison sheet and attached quotes.

A motion was made by Furrer and seconded by Pelava to approve a quote submitted by Trent Creger's Painting, LLC in the amount of \$2,720.00 to paint the interior of City Hall. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- e. Consider Approval of a Request Submitted by WSB & Associates, Inc. in the Amount of \$12,507.75 for Additional Engineering, Surveying and Construction Observation for the 2012 Street & Utility Improvement Project – Joel Erickson, City Administrator

The Council reviewed a request by WSB & Associates in the amount of \$12,507.75 for additional work that was requested by the City during the 2012 Street & Utility Improvement Project. Erickson explained the need for the additional items that were requested by the City, including: 1) extra curb/gutter removal and replacement, 2) redesign of 3rd Avenue NW, and 3) surveying/redesign of storm sewer at 3rd Avenue NW and CSAH 96. He said that if these items were not completed last year, there would have been unhappy residents in the project area. Kawlewski explained the details and the necessity for the work that was completed. Rud stated he thinks very highly of WSB, but he reminded everyone that the project was approved on a not-to-exceed amount for engineering services. He also stated that the contractor was six weeks behind in finishing up the project in late 2012. Rud expressed his concern with the settlements that have occurred thus far. Therefore, he suggested that City staff negotiate out a fair and equitable settlement between the contractor, project engineer, and City.

A motion was made by Daleiden and seconded by Pelava to table the agenda item. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- f. Consider Approval of a Quote Submitted by Pearson Brothers in the Amount of \$1.19 Per Square Yard for Sealcoating – Russ Vlasak, Public Works Director

Vlasak stated that five quotes were received for the 2013 sealcoating project. He said that Pearson Brothers submitted the lowest quote at \$1.19/square yard, and he stated that Pearson Brothers has performed sealcoating work in Lonsdale in prior years. He explained that the approximately 60,000 sq. yds. of streets in RayAnn Acres, Harmony Meadows, Legacy Meadows, and on Idaho Street will be sealcoated in 2013. The Council reviewed the attached annual sealcoating map and quote comparison sheet.

A motion was made by Furrer and seconded by Pelava to approve a quote submitted by Pearson Brothers in the amount of \$1.19 per square yard for sealcoating. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- g. Consider Approval of a Quote Submitted by Buscho Enterprises, LLC in the Amount of \$12,705.00 for Hauling and Applying 400,000 Gallons of Bio-Solids – Russ Vlasak, Public Works Director

Vlasak stated that bid requests were sent out to different hauling companies, but Buscho Enterprises was the only quote received, in the amount of \$12,705.00, for hauling and applying 400,000 gallons of bio-solids. He noted that Buscho has hauled and applied bio-solids for the City over the last eight years.

A motion was made by Daleiden and seconded by Furrer to approve a quote submitted by Buscho Enterprises, LLC in the amount of \$12,705.00 for hauling and applying 400,000 gallons of bio-solids. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- h. Consider Approval of Resolution 2013-17, a Resolution Proclaiming May 3, 2013 as Arbor Day in the City of Lonsdale

Baker reviewed the proposed event schedule for Arbor Day 2013. He said that approximately 250 students will be receiving a small tree to bring home and plant, and he said that 20-40 trees will also be planted on the school grounds. The Council reviewed the proposed proclamation.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2013-17, a resolution proclaiming May 3, 2013 as Arbor Day in the City of Lonsdale. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- i. Consider Approval of Resolution 2013-18, a Resolution Approving Sponsorship of the Lonsdale Snow Wizards

Erickson explained that the City annual acts as the fiscal agent between the Minnesota DNR and the Snow Wizards Snowmobile Club, because the DNR cannot pay clubs directly.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2013-18, a resolution approving sponsorship of the Lonsdale Snow Wizards. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- j. Consider Approval of Resolution 2013-19, a Resolution Ordering Preparation of Report on Improvement of Commerce Drive SE (Between 15th Avenue SE and Garfield Avenue), Garfield Avenue (From Minnesota State Trunk Highway 19 South Approximately 1,900 Feet) and Required Turn Lanes on Minnesota State Trunk Highway 19

Erickson stated that a resolution ordering preparation of report on proposed improvements is required as part of the Minnesota Statute 429 process for assessing properties. The Council reviewed the proposed resolution directing I & S Group to conduct the study and report back to the City Council with their findings.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2013-19, a resolution ordering Preparation of Report on Improvement of Commerce Drive SE (Between 15th Avenue SE and Garfield Avenue), Garfield Avenue (From Minnesota State Trunk Highway 19 South Approximately 1,900 Feet) and Required Turn Lanes on Minnesota State Trunk Highway 19. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

11. OTHER BUSINESS

a. Project Reports

- Erickson said that City Staff met with David Deebach of Bremer Bank to discuss the Lonsdale Business Park Project. He said that Bremer Bank is a willing seller and that a new/updated appraisal for the Bremer properties located along Commerce Drive should be completed by July. The Council agreed that those lots would be a good addition to the business park project.

b. Council / Department Reports

Council Member Daleiden

Daleiden said that the liquor store floors were just cleaned and waxed. He announced that a two-day wine and beer tasting event will be held on Friday (April 26th) from 6:00-8:30 pm and Saturday (April 27th) from 3:00-6:00pm.

Council Member Kodada

N/A

Council Member Furrer

Furrer said that the Library Board met last Wednesday. She said that that the EDA met last Thursday, and the group decided to review and reassess their goals.

Council Member Pelava

Pelava stated that the Planning Commission held a public hearing for the business park preliminary plat.

Mayor Rud

Rud announced that the Lonsdale Garage Sale event will be held over the weekend of May 11th. He also said that the Lonsdale Lions Club will be collecting electronics on May 11th from 9:00 am -3:00 pm.

12. ADJOURNMENT

A motion was made by Daleiden and seconded by Pelava to adjourn the meeting. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried. The meeting ended at 7:58 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator