

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
APRIL 9, 2015**

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, City Treasurer Tami Brokl

4. APPROVAL OF AGENDA

Mayor Rud asked if there were any additions, deletions or corrections to the agenda.

A motion was made by Palava 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

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

None

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Presentation and Approval of the City of Lonsdale's 2014 Financial Statements – Joel Stencel, Eide Bailly

City Auditor Joel Stencel, of Eide Bailly, presented an 18- page summary of the City Audit and Financial Statements for Fiscal Year 2014. The summary included an audit opinion, General Fund graphs/stats, Debt graphs/stats, Water Fund graphs/stats, Sewer Fund graphs/stats, Liquor Fund graphs/stats, and internal controls compliance comments. Stencel stated that the City continues to be in a strong financial position with a fund balance of over 100% of General Fund expenses. Rud thanked Stencel, Brokl and Erickson for doing a great job on the City Audit.

A motion was made by Kodada seconded by Furrer to approve the City's 2014 Financial Statements. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of Application for Payment No. 1 to Osseo Construction Co., LLC in the Amount of \$41,076.10 for the Water Tower Reconditioning Project – Russ Stammer, I & S Group

Russ Stammer, of I & S Group, provided an update on the Water Tower Reconditioning Project. He recommended that the Council pay the contractor \$41,076.10 for mobilization and bonding costs accrued so far. Furrer asked if there was a plan for the lowered water level depth in the tower. Fire Chief Mike Yetzer said that the Fire Department and Public Works Department have been in communication on the issue and there is a plan in place. Daleiden suggested that T-Mobile cell phone service be monitored. Stammer said that Osseo Construction is under a 42-day contract, and he said that the project will be complete around Memorial Day.

A motion was made by Kodada seconded by Pelava to approve Application for Payment No. 1 to Osseo Construction Co., LLC in the amount of \$41,076.10 for the Water Tower Reconditioning Project. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of an Application and Permit for an Outdoor Public Fireworks Display – Joel Erickson, City Administrator

Erickson said that the 2015 Independence Day Fireworks will be in the same location and the same date as the previous year. Fireworks Volunteer Jeff Smisek thanked the Chamber of Commerce and City of Lonsdale for their support of the fireworks display over the years. He mentioned that the Chamber recently made the decision to no longer be a part of the fireworks fundraising efforts. He said that they are looking for another partner to help fill the gap left by the Chamber. Smisek said that they have raised \$3,200 for the fireworks display so far. He explained that they would like to put on a \$7,000 show, which is a decent display. Smisek said that there will be fireworks in 2015 but that the future of fireworks in Lonsdale is questionable. Erickson recapped the details of the application request, including road closures and City responsibilities.

A motion was made by Daleiden seconded by Pelava to approve an application and permit for an outdoor public fireworks display, payment of fireworks insurance, and road closures/assistance. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval to Make a Conditional Job Offer to Craig Vlasak as Full Time Public Works Employee at Grade 7 / Step 1 (\$16.37/hr.) – Joel Erickson, City Administrator
Erickson said that 9 applications were received and 3 were applicants interviewed for the Full Time Public Works position. He said that the Human Resources Committee recommended hiring Craig Vlasak, a current Part Time employee for the City. Erickson said that Vlasak has worked for the City for 3 years now, and he said that Vlasak has been a reliable and hard worker. Rud thanked everyone who had applied and interviewed for the position.

A motion was made by Daleiden seconded by Furrer to make a conditional job offer to Craig Vlasak as Full Time Public Works Employee at Grade 7 / Step 1 (\$16.37/hr.). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval to Accept Diane Vesely's Letter of Resignation as Part Time Liquor Store Clerk – Joel Erickson, City Administrator
Erickson provided the Council with Diane Vesely's Letter of Resignation to review. He said that she hasn't worked at Lonsdale Liquor since December 17, 2014.

A motion was made by Kodada seconded by Pelava to accept Diane Vesely's Letter of Resignation as Part Time Liquor Store Clerk. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of Resolution 2015-21, a Resolution Approving the Transfer of Five Percent (Not to Exceed \$5,000.00) of May 2015 Sales at Lonsdale Liquor to the Veteran's Memorial Fund – Joel Erickson, City Administrator
Erickson explained that the Liquor Store Committee has discussed and recommended that 5% of sales in May 2015 be transferred to the Veterans Memorial Project. He also explained that Anheuser Busch will be running a program called "Folds of Honor", which funds various Veteran's programs, from Memorial Day to Labor Day. Daleiden said that a donation jar will also be placed at Lonsdale Liquor for the project.

A motion was made by Kodada seconded by Furrer to approve Resolution 2015-21, a resolution approving the transfer of five percent (not to exceed \$5,000.00) of May 2015 sales at Lonsdale Liquor to the Veteran's Memorial Fund. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval to Schedule a Public Hearing on April 30, 2015 at 7:00 pm or Shortly Thereafter on Proposed Ordinance 2015-264, an Ordinance Amending City Code 90.02 and 90.03 (Dangerous Dogs) – Joel Erickson, City Administrator

Erickson said that the City's current dangerous dog regulations are out of date. He said that Police Chief Schmitz and Prosecuting Attorney Kurt Fischer have been working on an ordinance to make the City's dangerous dog regulations compliant with State Statute. Erickson recommended scheduling a public hearing for April 30th to review the new ordinance.

A motion was made by Kodada seconded by Furrer to schedule a public hearing on April 30, 2015 at 7:00 pm or shortly thereafter on proposed Ordinance 2015-264, an ordinance amending City Code 90.02 and 90.03 (Dangerous Dogs). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- h. Consider Approval of a Quote Submitted by Stalker Radar in the Amount of \$6,959.00 for a Stalker Speed Awareness Monitor (SAM) Trailer – Jason Schmitz, Chief of Police
Police Chief Jason Schmitz said that the Police Department budgeted for a speed trailer in 2015. He recommended approval of SAM Speed Trailer through Stalker Rader.

A motion was made by Daleiden seconded by Pelava to approve a quote submitted by Stalker Radar in the amount of \$6,959.00 for a Stalker Speed Awareness Monitor (SAM) Trailer. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- i. Consider Approval to Make Conditional Job Offers to Kevin Malecha, Justin Skluzacek and Lee Pierquet as Fire Fighters – Mike Yetzer, Fire Chief

Fire Chief Mike Yetzer said that the Fire Department Interview Committee conducted 15 interviews, and they recommended approval of three new volunteer firefighters: 1) Kevin Malecha, 2) Justin Skluzacek, and 3) Lee Pierquet. Yetzer said that many of the other applicants were very qualified, but not all of them could respond quickly to calls during the daytime hours due to their jobs.

A motion was made by Daleiden seconded by Kodada to make conditional job offers to Kevin Malecha, Justin Skluzacek and Lee Pierquet as Fire Fighters. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- j. Consider Approval of Lonsdale American Legion Post # 586 as the 3rd Quarter Waste Management Green Team – Ben Baker, City Planner

Baker said that American Legion Post # 586 recently submitted a Green Team application to help with funding of the 2015 Veterans Memorial Project. Baker stated that the American Legion is working to raise \$5,000 to sponsor the flags/flag poles at the Veterans Memorial.

A motion was made by Kodada seconded by Daleiden to approve Lonsdale American Legion Post # 586 as the 3rd Quarter Waste Management Green Team. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

k. Consider Approval of Resolution 2015-22, a Resolution Proclaiming April 24, 2015 at Arbor Day in the City of Lonsdale – Ben Baker, City Planner

The Council reviewed a letter from Matt Harris, Chief Executive at the Arbor Day Foundation, which congratulated the City of Lonsdale for earning recognition as a 2015 Tree City USA, the City's 6th year with that title. The Council also reviewed Resolution 2015-22, a resolution proclaiming April 24th as Arbor Day in Lonsdale. Baker provided a brief overview on the requirements needed to become a Tree City USA. He also provided an update on the planned Arbor Day event at Lonsdale Elementary. Rud said that the annual Arbor Day event is a great event for the students.

A motion was made by Kodada seconded by Pelava to approve Resolution 2015-22, a resolution proclaiming April 24, 2015 at Arbor Day in the City of Lonsdale. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

l. Consider Approval of Ordinance 2015-263, an Ordinance Amending the Official Zoning Map – Rezoning Ten (10) Parcels/Lots Within Willow Creek Heights 3rd Addition from R-2A to PUD-WCHV - Baker, City Planner

Baker summarized a request by William Marquardt and Benjamin Peters to rezone 10 lots in Willow Creek Heights 3rd Addition from twin home lots to single family detached dwelling lots. Baker said that the Planning Commission held a public hearing and recommended approval of the request at their meeting on March 19th. Baker provided a recap of the comments made at the public hearing. Furrer said that she was a little concerned about the potential impact that 5 ft. side yard setbacks would have on the neighborhood. Rud said that the detached homes will hold their values better than twin homes, and he said that the proposed project will be good for the City.

A motion was made by Palava seconded by Furrer to approve Ordinance 2015-263, an ordinance amending the Official Zoning Map – rezoning ten (10) parcels/lots within Willow Creek Heights 3rd Addition from R-2A to PUD-WCHV. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

m. Consider Approval of a Planned Unit Development Agreement – The Villas of Willow Creek Heights II – Ben Baker, City Planner

The Council reviewed the proposed PUD Agreement. Baker stated that the agreement is similar to the 2006 PUD Agreement with Bakken Homes but with increased and higher design standards.

A motion was made by Daleiden seconded by Pelava to approve a Planned Unit Development Agreement, entitled "The Villas of Willow Creek Heights II". Vote for:

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

n. Consider Approval of a Quote Submitted by S & S Tree Service to Grind the Brush at the Compost Site – Russ Vlasak, Public Works Director

The Council reviewed two quotes for brush grinding services at the Compost Site: 1) S & S Wood Products - \$6,500.00 and 2) Rock Hard Landscapes - \$10,153.13. On behalf of the Public Works Director, Erickson recommended approval of the low bid.

A motion was made by Furrer seconded by Pelava to approve a quote submitted by S & S Tree Service to grind the brush at the Compost Site. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

o. Consider Approval of Make an Offer of \$500.00 to the Rice County Highway Department for a Hot Mix Trailer and a Quote Submitted by Novak's Garage's in the Amount of \$5,111.87 – Russ Vlasak, Public Works Director

The Council reviewed making an offer of \$500.00 for the Rice County Highway Department's hot mix trailer and a quote from Novak's Garage to make the necessary repairs to the trailer. On behalf of the Public Works Director, Erickson recommended approval to offer the Rice County Highway Department \$500.00 for their hot mix trailer. Erickson explained that hot mix patching does a better job than cold mix.

A motion was made by Furrer seconded by Daleiden to make an offer of \$500.00 to the Rice County Highway Department for a hot mix trailer and a quote submitted by Novak's Garage's in the amount of \$5,111.87. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

p. Consider Approval of a Quote Submitted by Chard Tiling & Excavating, Inc. in the Amount of \$235,437.50 for the 10th Ave NW / Florida St. SW Projects – Kevin Kawlewski, City Engineer

Kawlewski said that the City opened bids on the 10th Avenue NW / Florida Street SW Projects back on March 19, 2015. The Council reviewed the six bids that were received by the City, including the low bid from Chard Tiling and Excavating in the amount of \$235,437.50. Kawlewski explained that the engineer's estimate was \$307,680.00 based on the designed improvements; however, he further explained that the budget amount approved for the overall project was only \$185,000.00. He said that the primary cost overrun was with the work involved with the Heritage Estates repairs. Kawlewski said that City Staff found approximately \$32,000.00 - \$42,000.00 worth of project costs that could be removed from the project by not doing the sand subgrade correction and shortening up the total length of the reconstruction. The Council members agreed that it was best to stay close to the original budget amount. Due to the poor bidding climate, Kawlewski recommend not rebidding the project at this time. He also recommended awarding the bid to Chard Tiling and then negotiating with them before a contract is signed. Kodada and Rud relayed their concern with awarding the entire project knowing that the City wants to stay near the budget amount. Kawlewski assured the Council that the City could award the bid without having to sign a contract for the full project price.

He said that he would keep the Council in the loop, and he ensured them that further action would be brought back before the Council. Furrer asked if the City could go with the next low bidder if they were unwilling to negotiate. Kawlewski said that the project would probably have to be rebid. He said that the project is slated to be completed by the end of June.

A motion was made by Kodada seconded by Furrer to approve a quote submitted by Chard Tiling & Excavating, Inc. in the amount of \$235,437.50 for the 10th Ave NW / Florida St. SW Projects contingent upon entering into negotiations with Chard Tiling to reduce the cost of the Florida Street/Heritage Estates portion of the 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

Kawlewski provided an update on the Linking Lonsdale Project and Area No. 5 Project.

Brokl said that the City Audit went very well this year and thanked her co-workers at City Hall for helping.

Baker provided an update on the Veterans Memorial Project.

b. Council Reports

Council Member Daleiden

Daleiden stated that 5% of sales during the month of May will go towards the Lonsdale Veterans Memorial Project.

Council Member Kodada

Kodada said that the Park Board will be meeting next Tuesday, April 14th.

Council Member Furrer

Furrer said that the Library Board and EDA will be meeting next week. She noted that the Public Library will be celebrating its 5th year on Friday, April 10th.

Council Member Pelava

Pelava stated that the Planning Commission meeting will be meeting on Thursday, April 16th to review a request for a Conditional Use Permit and Ordinance Amendment for lots in the WELCO Addition.

Mayor Rud

Mayor Rud thanked all the local organizations for their commitment and fundraising efforts to the Lonsdale community. He said that there continues to be interest in the Lonsdale Business Park.

12. ADJOURNMENT

A motion was made by Kodada and seconded by Pelava to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Against: None Vote 5-0. Motion carried. The meeting ended at 8:22 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator