

**MINUTES
CITY OF LONSDALE
REGULAR CITY COUNCIL MEETING
May 24, 2011**

1. CALL TO ORDER

Mayor Rud called a meeting of the Lonsdale City Council to order at 7:00 pm in the Council Chambers at 415 Central Street West.

2. PLEDGE OF ALLEGIANCE

Everyone stood and recited the Pledge of Allegiance.

3. ROLL CALL

Present: Daleiden, Rud, Furrer, and Pelava

Absent: Kodada

Staff Present: City Administrator Joel Erickson, City Planner Benjamin Baker, City Engineer Kevin Kawlewski, and Public Works Director Russ Vlasak

4. AGENDA

Mayor Rud asked if anyone had any additions, deletions, or corrections to the agenda.

A motion was made by Daleiden and seconded by Furrer to approve the agenda as presented. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

5. APPROVAL OF MINUTES

A motion was made by Pelava and seconded by Furrer to approve the Minutes from the April 28, 2011 Regular Meeting and the May 12, 2011 Regular Meeting. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: 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 Daleiden and seconded by Pelava to approve the consent agenda as follows:

- a. Monthly Bills
- b. Treasurer's Report
- c. Board and Commission Minutes

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

9. OLD BUSINESS

- a. None

10. NEW BUSINESS

- a. Consider Approval of an Application and Permit for a 1 to 4 Day Temporary On-Sale Liquor License for June 11, 2011 at the Jaycee Park Requested by Susan G. Komen Foundation – Becky Vikla

Erickson said that Becky Vikla, on behalf of the Susan G. Komen Foundation, is planning to conduct a fundraiser for breast cancer on June 11, 2011 at Jaycee Park. He mentioned that the name of the event is the “1st Annual Strike Out Breast Cancer Men’s Softball Tournament”. Rud mentioned that the proposed event is a great effort, and he said that Vikla recently attended a Lonsdale Lions meeting to receive permission to sell beer and food during the tournament. Pelava asked if event organizers will be selling from the concession stand. Erickson mentioned that a separate tent will be used during the event.

A motion was made by Pelava and seconded by Furrer to approving a permit for a 1 to 4-Day Temporary On-Sale Liquor License for June 11, 2011 at the Jaycee Park requested by Susan G. Komen Foundation. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- b. Consider Approval of an Application and Permit for a 1 to 4 Day Temporary On-Sale Liquor License for September 17, 2011 at the Jaycee Park Requested by the Lonsdale Area Jaycees for a Fundraiser for a City Splash Pad – Shelly Narum

Shelly Narum, on behalf of the Lonsdale Area Jaycee’s, asked the City Council to consider permitting a temporary on-sale liquor license for the planned “splash pad” fundraising event on September 17, 2011. Narum explained the features of a typical splash pad and where it is proposed to be located (northeast portion of Trendera Memorial Park). She mentioned that a splash pad could be used by all ages but it would mostly be used by children and teens. Furrer asked if the Park Board was onboard with the splash pad idea. Narum said that “Spash Pad Phase I (\$50,000 - \$100,000)” is listed as a future project on the Park Board’s “Future Parks & Trails Projects & Priorities” spreadsheet. Narum and Kathryn Klokonos said that their goal is to get a splash pad built in Lonsdale before other surrounding cities, to help attract people to town. Rud thanked Narum, Klokonos, and the Jaycees for their effort.

A motion was made by Daleiden and seconded by Pelava approving a permit for a 1 to 4-Day Temporary On-Sale Liquor License for September 17, 2011 at the Jaycee Park requested by the Lonsdale Area Jaycees for a fundraiser for a City splash pad. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- c. Consider Approval to Advertise the Sale of Five (5) Civil Defense Sirens by Sealed Bid
Erickson stated that over the last decade, the City has taken down older and smaller civil defense sirens that are no longer needed. Due to the age and capabilities of the sirens, Erickson suggested advertising and selling the five sirens by sealed bid. He mentioned that campgrounds or other similar places may bid on them. Vlasak said that any revenue generated from the old sirens could be used to purchase new ones.

A motion was made by Furrer and seconded by Pelava to advertise the sale of five (5) civil defense sirens by sealed bid. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- d. Consider Approval of a Job Description for a Seasonal Public Works Worker
The Council was provided with a proposed job description to review for Seasonal Public Works Workers. Erickson highlighted the different reasons why a job description is necessary, and he recommended approving the proposed job description.

A motion was made by Daleiden and seconded by Pelava to approve the proposed Job Description for Seasonal Public Works Workers. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- e. Consider Approval to Hire One (1) Seasonal Public Works Worker at Grade 2 / Step 2 (\$10.42/hr.)

Erickson provided the Council with a comparison spreadsheet (showing compensation and benefit differences between seasonal, part-time, and full-time workers) and a proposed timeline for hiring a seasonal public works worker. He recommended advertising the position at Grade 2 / Step 2 (\$10.42/hr.) similar to the clerks at the Liquor Store. Furrer asked about the amount of continuous days a seasonal worker could work. Erickson said up to 180-days and then a 30-day separation is required. Daleiden suggested offering a lower pay rate. Erickson said that the City needs to comply with pay equity requirements. Vlasak stated that he could really use the help of two seasonal workers with the amount of work/projects scheduled for this summer. Pelava stated that the City could advertise for two workers but would not be obligated to hire that many seasonal employees. Rud stated that it may be a good time to try using seasonal help.

A motion was made by Daleiden and seconded by Pelava to advertise for two (2) Seasonal Public Works Worker at Grade 2 / Step 2 (\$10.42/hr.). Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

- f. Consider Approval of Proposed Road Closures Associated with the Chamber of Commerce's 4th of July Event and Fireworks Display

Erickson stated that the Chamber of Commerce has requested that the City approve several road closures associated with their annual 4th of July Event. The Council reviewed a map showing the proposed road closures (Idaho Street and Main Street S.) and the proposed detour route (Hawaii Street SE). Erickson noted that the Chamber is also planning to hire a bus service to pick up residents at several locations around town to bring them to the event area. He also detailed the plan for parking and traffic routing.

A motion was made by Daleiden and seconded by Pelava to approve the proposed road closures associated with the Chamber of Commerce's 4th of July event and fireworks display. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

g. Discuss Interviews of Engineering Firms Conducted at the May 24, 2011 Special City Council Meeting Relating to Area # 2 if the City's Capital Improvement Plan

The City Council discussed the pros and cons of the three different firms that were selected to be interviewed earlier that night (WSB & Associates, BDM Engineers & Surveyors, and Bolton & Menk). The Council reviewed each engineering firm's RPF for the proposed Area # 2 Project and the Area # 3 Project along with a comparison summary spreadsheet of the RFPs. Erickson went through the spreadsheet with the Council, and he said that all three firms are qualified to perform the requested engineering services. He mentioned that WSB has valuable past experience conducting previous reconstruction projects within the city along with the knowledge associated with being the City Engineer. Erickson stated that WSB would be willing to negotiate their price down. He said that Bolton & Menk has experience with successful reconstruction projects in other area cities. He mentioned that the City also has a good working relationship with BDM on past and on-going public works projects.

Rud stated that in today's economy, the City needs to look at the bottom line. The Council debated between WSB (experience) and BDM (lower price). Rud mentioned that residents in the proposed reconstruction areas will probably be the most concerned with their assessment payments. Furrer stated that the City Council recently approved BDM as project engineers for the Water Treatment Plant Project, and they didn't have the lowest proposed cost. The Council further discussed loyalty, experience, and costs. Rud said that if it was not for WSB's past work experience in the city, the decision would be much easier.

h. Review and Discuss Engineer Proposals Submitted in Response to the City of Lonsdale's Addendum to the Request for Proposals for Professional Engineering Services for Area # 2 of the City's Capital Improvement Plan Dated April 14, 2011

As mentioned above, the City Council interviewed, reviewed, and discussed three professional service engineers for proposed reconstruction projects.

A motion was made by Daleiden and seconded by Pelava to approve BDM as the project engineer for the Area # 2 Project. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

The Council decided to wait on the Area # 3 Project until an informational meeting is held. Rud mentioned that the city should stay away from piecemeal curb replacement.

A motion was made by Daleiden and seconded by Pelava to schedule an Area # 2 and Area # 3 Informational Meeting for Monday, June 13, 2011 at 6:00 pm at the American

Legion building. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

i. Consider Approval of a Proposed Financing Plan Submitted by the Minnesota Public Facilities Authority (PFA) to Finance the Water Treatment Plant Project

Erickson provided the Council with a draft - loan amortization schedule to review. He said that the City's Bond Attorney has reviewed the proposed loan. Erickson mentioned that one of the requirements of the proposed PFA loan is that the City will need to increase its water rates \$3.00 by July 2011. Due to the low interest rate and long-term savings, the City Council decided to finance the Water Treatment Plant Project through the Minnesota Public Facilities Authority (PFA).

A motion was made by Pelava and seconded by Furrer to approve a proposed financing plan submitted by the Minnesota Public Facilities Authority (PFA) to finance the Water Treatment Plant Project. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried.

11. OTHER BUSINESS

a. Department Reports:

Council Member Daleiden

Daleiden reported that the Liquor Store recorded a small profit in April.

Council Member Furrer

Furrer stated that the EDA is still working on getting a city-promotional/directional sign along Interstate-35. She also mentioned that the Friends of the Library Club is still getting organized.

Council Member Pelava

Pelava stated that the Planning Commission meeting was canceled.

Council Member Rud

Rud wished everyone a happy Memorial Day weekend. Rud asked Baker to explain the mitigation process for tall grass and weeds enforcement. Rud said that he supports keeping the grass cut along Hwy 19 and in City-owned park/open space areas.

Erickson explained that the City/EDA is considering working with AMCON to build a commercial-industrial building along Industrial Park Drive SE.

12. ADJOURNMENT

A motion was made by Daleiden and seconded by Pelava to adjourn the meeting. Vote for: Daleiden, Rud, Furrer, and Pelava. Against: None. Vote: 4-0. Motion carried. The meeting closed at 8:36 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator