

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
MAY 29, 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, Police Chief Jason Schmitz

4. APPROVAL OF AGENDA

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

A motion was made by Kodada and seconded by Daleiden to approve the Minutes from the April 24, 2014 Regular Meeting and the May 8, 2014 Regular Meeting. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. 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 Kodada and seconded by Furrer to approve the consent agenda as follows:

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

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

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Consider Approval of Change Order No. 1 in the Amount of \$123,855.23 for the Lonsdale Business Park – Josh Pope, I & S Group

Erickson explained that MNDOT is requiring changes to the original design of the Hwy 19 turn lane construction which is estimated at \$111,488.98. Project Engineer Josh Pope further explained that MNDOT gave their initial blessing on the proposed sub-grade/road design, but then they later changed their stance during the official permit approval process. Pope stated that a change order is needed in the amount of \$123,855.23 to account for the Hwy 19 turn lanes change along with muck excavation work and storm sewer layout work with Outlots D & E; however, Pope mentioned that a proposed \$89,500.00 dedcut, to be discussed later in the agenda, would offset most of the change order. Rud said that the net change order would be a little over \$30,000.00. Kodada said that there's not much the City can do because the turn lanes are needed to enter the business park and MNDOT controls Hwy 19.

A motion was made by Kodada and seconded by Daleiden to approve Change Order No. 1 in the amount of \$123,855.23 for the Lonsdale Business Park. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- b. Consider Approval of an Hourly-Not-to-Exceed Proposal in the Amount of \$5,465.00 Submitted by I & S for Design Work for Phase I of the Lonsdale Business Park – Joel Erickson, City Administrator

Erickson explained that because financing was already in place for the Business Park Project, Staff and the Project Engineer are proposing to redesign Garfield Avenue, south of Commerce Drive. He said that the proposed road redesign would save the City around \$89,500.00. Erickson noted that Garfield Avenue would be upgraded to a three-lane road once land development in that area occurs. Erickson said that I & S Group would need a week to redesign Garfield Avenue at a cost of \$5,465.00.

A motion was made by Daleiden and seconded by Pelava to approve an hourly-not-to-exceed proposal in the amount of \$5,465.00 submitted by I & S for redesign work for Phase I of the Lonsdale Business Park. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of Application for Payment No. 4 in the Amount of \$92,005.81 to Heselton Construction for the Lonsdale Business Park – Josh Pope, I & S Group
Pope provided the Council with a brief update on the Lonsdale Business Park Project. He said that turn lane construction should start June 9th and final completion should occur by July 31, 2014. He presented an application for payment from Heselton Construction in the amount of \$92,005.81 for the work completed in the Business Park.

A motion was made by Daleiden and seconded by Kodada to approve an application for Payment No. 4 in the amount of \$92,005.81 to Heselton Construction for the Lonsdale Business Park. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Presentation of the April 2014 Water Tower Inspection Report and Update on the Water Tower Rehabilitation Project – Josh Pope, I & S Group
The Council reviewed the water tower inspection report, dated April 2014. Pope introduced Russ Stammer from I & S Group. Stammer explained that I & S and KLM have partnered together to work on the City's Water Tower Reconditioning Project. Stammer provided an overview of the tower's current condition and needed improvements. Stammer noted that new paint typically lasts 20-25 years. He said that they are looking to start the project in either the Fall of 2014 or Spring of 2015. Stammer explained that the City may receive better prices if the project can wait until next year. Daleiden asked Stammer to add an alternate bid option for an upgraded sandblasting/grinding. Rud stated that there is no question that the reconditioning project needs to be done.
- e. Discuss Options for the Water Tower Logo – Joel Erickson, City Administrator
Erickson asked the Council to provide direction on which City logo should be painted on the water tower after it has been reconditioned. The Council reviewed and discussed their opinions on the current "drop-S" logo and the newer "EDA logo". The Council also reviewed various color options for the tower's bowl and base. Erickson and Vlasak suggested that the bottom part of the bowl and base be painted a darker color to hide the collection of biofilm that accumulates because of condensation.

No official action was taken.

- f. Consider Approval to Promote Part Time Police Officer Anthony Malepsy to Full Time Police Officer at Grade 9 / Step 1 (\$17.91/hr.) – Jason Schmitz, Chief of Police
Schmitz stated that Anthony Malepsy was hired as a part-time police officer back in February 2014. Schmitz said that he has been very impressed with Malepsy's work ethic, enthusiasm, and his ability to learn quickly. He noted that shortly after Malepsy was being hired on, full-time police officer Gramling resigned after accepting a job with the

City of Faribault. Schmitz said that after going through the interview process to replace Gramling, the top two applicants withdrew the applications, which then provided Malespy with an opportunity to fill that position. Schmitz said that he and the Human Resources Committee recommend hiring Anthony Malespy as a full-time police officer.

A motion was made by Kodada and seconded by Pelava to approve Anthony Malespy to Full Time Police Officer at Grade 9 / Step 1 (\$17.91/hr.). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

Anthony Malespy thanked the City Council for the promotion.

- g. Consider Approval of Resolution 2014-20, a Resolution Approving Entering Into an Agreement Between the State of Minnesota Department of Natural Resources and the City of Lonsdale (#C002-13-4D) – Joel Erickson, City Administrator

The Council reviewed the proposed Linking Lonsdale Trail Connection Agreement between the City of Lonsdale and the DNR. Erickson summarized the main points of the agreement, and he recommended approval of Resolution 2014-20.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2014-20, a resolution approving entering into an agreement between the State of Minnesota Department of Natural Resources and the City of Lonsdale (#C002-13-4D). Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

Kodada commented on the City's success in obtaining grants over the last few years, and he suggested calculating the grant numbers up and promoting the savings to taxpayers.

- h. Consider Approval to Schedule a Special Meeting for Monday, June 16, 2014 at 6:00 pm to Discuss the Area No. 5 Street and Utility Improvement Project – Joel Erickson, City Administrator

Erickson explained that the Council needs to provide City Staff and the City Engineer with direction on a few major items pertaining to the CIP Area No. 5 Project, including items like Upper Arizona St. SE, replacing retaining walls along Main Street South, alley paving, cross-connection repairs, and sidewalks. Kawlewski said that there would probably be a community meeting in late-July or early-August. Kodada asked if the meeting could be scheduled for Tuesday the 17th instead of Monday the 16th. The other Council members agreed that Tuesday worked in their schedules.

A motion was made by Kodada and seconded by Furrer to schedule a Special Meeting for Tuesday, June 17, 2014 at 6:00 pm to discuss the Area No. 5 Street and Utility Improvement Project. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- i. Consider Approval to Accept a Bid Submitted by Robert Austin in the Amount of \$1,011.00 for a 1962 Ford Fire Truck – Joel Erickson, City Administrator
The Council reviewed the received bids for the City's 1962 Ford Fire Truck.

A motion was made by Daleiden and seconded by Pelava to accept a bid submitted by Robert Austin in the amount of \$1,011.00 for a 1962 Ford Fire Truck. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- j. Consider Approval to Accept the Followings Bids Submitted by Chris Dieckmann: (1) 2000 Crown Victoria of \$330.00; (2) 1979 Step Van of \$560.00; (3) 1980 International Single Axel Plow Truck of \$680.00 – Joel Erickson, City Administrator
The Council reviewed the received bids from Chris Dieckmann for the City's 2000 Crown Victoria, 1979 Step Van, and 1980 International Truck. The Council questioned Vlasak about the low bids for the vehicles. Vlasak explained the extensive issues with each of the vehicles, and he said that it would be better for the City if the vehicles were gone.

A motion was made by Kodada and seconded by Furrer accept the followings bids submitted by Chris Dieckmann: (1) 2000 Crown Victoria of \$330.00; (2) 1979 Step Van of \$560.00; (3) 1980 International Single Axel Plow Truck of \$680.00. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- k. Consider Approval of Resolution 2014-21, a Resolution to Contract With a Councilmember – Russ Vlasak, Public Works Director
Vlasak explained that the City's three plow trucks and jetter truck need DOT inspections completed. He said that two quotes were received for the inspections from Westman Freightliner and Lonsdale Auto Works. Vlasak explained that after you account for time and mileage to/from Faribault, that Lonsdale Auto Works is the cheaper option.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2014-21, a resolution to contract with a Councilmember. Vote for: Daleiden, Kodada, Rud, and Furrer. Vote against: None. Abstained: Pelava. Vote: 4-0-1. Motion carried.

- l. Consider Approval of Resolution 2014-22, a Resolution Accepting a Bid for the DRS Sanitary Sewer Project – Russ Vlasak, Public Works Director
Vlasak and Kawlewski presented the bids for the DRS Sewer Extension Project to the City Council. They said that the project has been reviewed and planned for in the past but has not been constructed. They notified the Council that prices will continue to get higher with each passing year. Kawlewski stated that he reviewed the submitted bids and deemed them acceptable. Vlasak stated that there is a bottleneck in the North Main Street area, and that it is very important that the DRS Sewer Project gets constructed this year before more backups occur. He said that the Public Works Department could possibly hold off on the Lift Station Project, \$30,000, and aerator purchase, \$17,000, until 2015 to make up for the project expenses over the engineer's estimate. Vlasak said

that the sewer project should be completed before the new DRS Trail goes in with the Linking Lonsdale Project. Kawlewski explained that he could work with contractor on value engineering. He said that bids came in high because many contractors are very busy right now. Rud stated that it is evident that the project is needed, but he wondered if the City should take on another project at this time with the large Area No. 5 Project looming and Lonsdale Business Park Project already underway. Furrer said that it is time for the City to pull the trigger on the project. She said that the City lost its opportunity a decade ago to have the land developer pay for the sewer line, and she said now it's the City's responsibility to fix the problem. Kodada cautioned that necessary projects such as the waste water treatment plant aerators and lift saturation panel should not be pushed back another year. After reviewing the unit prices, the Council agreed that the City could save almost \$12,000 by restoring the site with top soil and sod in-house.

A motion was made by Furrer and seconded by Pelava to approve Resolution 2014-22, a resolution accepting a bid for the DRS Sanitary Sewer Project minus the \$11,900.00 unit cost for sod, top soil, and fertilizer. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- m. Consider Approval of a Quote in the Amount Submitted by Pearson Brothers in the Amount of \$1.23 per Square Yard for Between 65,000 and 75,000 Square Yards of Sealcoating – Russ Vlasak, Public Works Director

Vlasak stated that he solicited quotes for seal coating, but he only received one quote back from Pearson Brothers in the amount of \$1.23/sq. yd. He said that Idaho Street will be seal coated along with the Upper Northwest section of town. He said that \$75,000.00 was budgeted for the seal coating in 2014, and he estimated that 65,000 - 75,000 sq. yards of seal coat will be applied this summer. Vlasak said that Pearson Brothers has done seal coating work in the past for the City.

A motion was made by Pelava and seconded by Kodada to approve of a quote in the amount submitted by Pearson Brothers in the amount of \$1.23 per square yard for between 65,000 and 75,000 square yards of sealcoating. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- n. Consider Approval of a Request for Proposal for Engineering Services Pertaining to a Wastewater Treatment Plant Bio-Solids Feasibility Study – Russ Vlasak, Public Works Director

Vlasak asked the Council to consider going out for RFPs for engineering services to help establish a better plan for the City's bio-solids. He said that the application of bio-solids has always been tricky in the Spring because farmers typically don't want trucks on their fields due to soil compaction. He said that an engineer could make recommendations on drying/reed beds or possibly purchasing/leasing land.

A motion was made by Kodada and seconded by Pelava to approve request for proposal for engineering services pertaining to a Wastewater Treatment Plant bio-solids feasibility

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

o. Update on the Veteran's Memorial Project – Ben Baker, City Planner

Baker presented the City Council with the latest Veterans Memorial site plan created by the Veterans Memorial Task Force. The Council reviewed the site plan, which showed a five-prong center monument, engraved paver areas, a POW-MIA monument, flags, plaza benches, and landscaping. They also looked at a site visualization sketch and reviewed a draft donation form. Baker explained how the Veterans Memorial site will tie in nicely with the new Main Street Plaza site. Furrer asked about the size of the granite pavers. Baker said that individual pavers will be 20" x 8", and he mentioned that the site will be able to accommodate at least 180 pavers. Furrer said that the Task Force did a good job. Kodada said the site will be very classy. Erickson updated the Council on the status of the purchase agreement for 133 Main Street North property.

The Council thanked the Veterans Memorial Task Force for their work on the project, and they okayed the proposed site plan.

p. Consider Approval of Enter Into a GIS Service Agreement Between the City of Lonsdale and Rice County – Ben Baker, City Planner

Baker stated that the City has the opportunity to partner with Rice County this summer by sharing a GIS intern/assistant. He said that the intern will help the City establish its GIS software and data/map files. He also said that the intern will be responsible for collecting data points around town using Rice County's \$8,000 GPS device, which will ultimately provide the City with more accurate data/maps.

A motion was made by Kodada and seconded by Furrer to enter into a GIS Service agreement between the City of Lonsdale and Rice County. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

a. Department Reports

None

b. Council Reports

Council Member Daleiden

Daleiden reported that Lonsdale Liquor had less sales in May but profits should be better than a year ago.

Council Member Kodada

Kodada asked for an update on the warranty work for last year's slurry seal trail project. Erickson and Vlasak said that Lonsdale is first on the list to get done in 2014. Kodada announced that the Park Board will be hosting a grand opening event for the Main Street Plaza on June 10th at 6:00 pm.

Council Member Furrer

Furrer said that the Library Board is close to making a decision on a library sign. She said that the library sign will look similar to the current City parks sign design but with a different coloring twist. She also mentioned that a SELCO representative spoke to the Library Board at their last meeting. She stated that the EDA created their first successful promotional video through LiveWire Films. She said that the Board approved striping Main Street to clearly delineate parking spaces.

Council Member Pelava

Pelava stated that the Planning Commission reviewed the Lonsdale Mini-Storage site plan for 836 Industrial Drive SE at their last meeting.

Mayor Rud

N/A

12. ADJOURNMENT

A motion was made by Daleiden and seconded by Pelava to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried. The meeting ended at 9:01 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator