

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
MAY 30, 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, 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, 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 2013-24" could be added to the agenda.

A motion was made by Kodada and seconded by Pelava to approve the agenda with the noted addition. 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 Daleiden and seconded by Furrer to approve Minutes from the April 25, 2013 Regular Meeting and the May 9, 2013 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. Update on the Northfield Area Ambulance Association (NAAA) – Dave Pfluke, Lonsdale Representative

Lonsdale NAAA Representative Dave Pfluke provided the Council with an update on the future of the association. He said that the workgroup recently recommended disbanding the association because the Northfield Hospital decided that they no longer would accept tax dollars as stated in their mission statement. He stated that NAAA will be dividing up the \$79,000 in remaining funds back to the different entities. He said that Lonsdale will not need to pay any dues for 2013, and that the 2012 dues will be returned. Pfluke said that he is hopeful that the workgroup will stay intact and meet a twice a year to continue to lobby for improved ambulance services. He said that Lonsdale will continue to have an ambulance in town during the evening hours.

Rud thanked Pfluke for his efforts, and he suggested that the City may need to take a more aggressive approach to keeping an ambulance parked in town throughout the entire day. Rud asked if Lonsdale could create its own ambulance crew through the Fire Department. Pfluke said that paramedic schooling may limit that possibility.

- b. Consider Approval of Resolution 2013-21, a Resolution Receiving the Lonsdale Business Park (Phase I) Feasibility Report and Calling for a Hearing on the Improvement – Andy Brandel, I & S Group

Erickson provided the Council with relevant background information, and he said that the next step in the process of developing the Lonsdale Business Park is to approve Resolution 2013-21, which: 1) accepts the Feasibility Study; 2) states that the City Council will consider assessing abutting properties for all or a portion of the improvements; and 3) sets the improvement hearing date and time for Thursday, June 27, 2013 at 7:00pm.

Project Engineer Andy Brandel provided a brief slide show presentation highlighting the key items of the feasibility study including: scope of work, existing conditions, site layout, utility layout, grading plan, wetlands, tree preservation plan, turn lanes, anticipated costs and funding, and project schedule.

Erickson noted that he has been in contact with Trondhjem Lutheran Church and Bremmer Bank keeping them up-to-date with status of the project.

A motion was made by Kodada and seconded by Daleiden to approve Resolution 2013-21, a resolution receiving the Lonsdale Business Park (Phase I) Feasibility Report and calling for a hearing on the improvement. Vote for: Daleiden, Kodada, Furrer and Pelava. Vote against: None. Abstained: Rud. Vote: 4-0-1. Motion carried.

- c. Consider Approval of Resolution 2013-22, a Resolution Transferring \$2,676.57 from the Park Fund to the Police Reserve Fund – Joel Erickson, City Administrator

Erickson explained that prior to 2004, the City had a Police Reserve program that assisted the Police Department. He said that Police Reserve funds were put into a bank account under the City's Federal Tax ID number but no employees were associated with the account. He explained that because of that, the funds were accounted for in the City's Park Fund fund balance. He said that now that the Police Reserve program is getting stated again a transfer of \$2,676.57 is needed from the Park Fund to the newly created Police Reserve Fund for the funds originally intended for the Police Reserve program.

Rud commended the Police Chief for bringing the Police Reserve program back.

A motion was made by Daleiden and seconded by Kodada to approve Resolution 2013-22, a resolution transferring \$2,676.57 from the Park Fund to the Police Reserve Fund. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval to Schedule Special Meetings to Discuss the City's 2014 Annual Budget – Joel Erickson, City Administrator

Erickson recommended that the Council meet on July 18th, August 1st, August 15th, August 22nd, and September 5th to discuss the City's 2014 Annual Budget.

A motion was made by Kodada and seconded by Furrer to schedule special meetings on July 18th, August 1st, August 15th, August 22nd, and September 5th at 6:00pm to discuss the 2014 Annual Budget. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval of a Quote Submitted by Whitewater Wireless, Inc. in the Amount of \$9,976.78 to Convert the Civil Defense Sirens to 800 MHz – Russ Vlasak, Public Works Director

The Council reviewed two options/quotes from Whitewater Wireless and Federal Signal Corporation for converting the City's existing civil defense sirens to the 800 MHz communication system: Option 1) narrow band to meet 800 MHz requirements - \$859.28, or Option 2) narrow band to meet 800 MHz and install two way communication kit - \$9,976.78. He recommended going with option 2 because it would allow Pearl Street (Rice County Dispatch) to communicate with Lonsdale's sirens. Vlasak said that Pearl Street could monitor battery levels, identify failures, and see if the sirens are properly working on the first Wednesday of each month. Erickson said that funds for the

sirens were collected when new subdivision developments were constructed but not all the money was spent.

A motion was made by Kodada and seconded by Pelava to approve a quote submitted by Whitewater Wireless, Inc. in the amount of \$9,976.78 to convert the civil defense sirens to 800 MHz. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of a Quote Submitted by Fahrner Asphalt Sealers in the Amount of \$49,010.54 for Trail Sealcoating and Patching – Russ Vlasak, Public Works Director
The Council reviewed three quotes for trail sealcoating: 1) Fahrner Asphalt Sealers - \$49,010.54 (21,461 sq. yds. of sealcoating and \$4,000 in patching), 2) MN Asphalt Maintenance - \$51,000.00 (18,235 sq. yds. of sealcoating and \$4,500.00 in patching), and 3) Asphalt Contractors, Inc. - \$51,000.00 (16,500 sq. yds. of sealcoating and patching included). The Council also reviewed the trail sealcoating map and technical specifications. Vlasak recommended approval of Fahrner Asphalt Sealers as the low bidder.

A motion was made by Daleiden and seconded by Furrer to approve a quote submitted by Fahrner Asphalt Sealers in the amount of \$49,010.54 for trail sealcoating and patching. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- g. Consider Approval of a Quote Submitted by Infratech in the Amount of \$21,855.00 for Sanitary Sewer Repairs in the Area of Main St. N., Ash St. NW, 2nd Ave NW and 3rd Ave NW – Russ Vlasak, Public Works Director
The Council reviewed two bids for sanitary sewer repairs in the area of Main Street North, Ash Street NW, 2nd Avenue NW, and 3rd Avenue NW: 1) Infratech - \$21,855.00 and 2) Insituform - \$27,000.00. The Council also reviewed inspection images of the proposed repairs. Erickson stated that funds were budgeted in the Sewer Fund for the proposed project. Vlasak explained that they use a trenchless repair system so the new roads will not be harmed.

A motion was made by Daleiden and seconded by Furrer to approve a quote submitted by Infratech in the amount of \$21,855.00 for sanitary sewer repairs in the area of Main St. N., Ash St. NW, 2nd Ave NW and 3rd Ave NW. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- h. Consider Approval to Schedule a Special Closed Meeting on June 13, 2013 at 6:00 pm to Discuss the City's Purchase Offer Made on the Proposed Business Park Property Located at 7200 Lonsdale Boulevard W. – Joel Erickson, City Administrator
Erickson said that City staff and the property owners of 7200 Lonsdale Boulevard have been in on-going negotiations and both parties agreed that a special meeting should be scheduled to discuss the sale of the Business Park property.

A motion was made by Kodada and seconded by Pelava to approve scheduling a Special Closed Meeting on June 13, 2013 at 6:00 pm to discuss the City's Purchase Offer made on the proposed Business Park property located at 7200 Lonsdale Boulevard W. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Consider Approval of Resolution 2013-23, a Resolution to Contract with a Councilmember – Joel Erickson, City Administrator

The Council reviewed a repair work invoice from Lonsdale Auto Works in the amount of \$26.88 for tire repair done to a Fire Department vehicle.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2013-23, 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.

j. Consider Approval of Resolution 2013-24, a Resolution Approving Worker's Compensation Coverage for Elected Officials – Joel Erickson, City Administrator

Erickson asked the Council if they wanted to continue their worker's compensation coverage for elected officials. He said it was reasonable for a City to have this extra insurance for its Council members.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2013-24, a resolution approving worker's compensation coverage for elected officials. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

a. Project Reports

- Kawlewski provided an update on the CIP Area # 2 Reconstruction Project. He said that the punch list items are all complete except for one remaining curb and driveway to fix. He said that a change order will need to be approved by the Council to allow the final wear course date to be extended.
- Baker provided an update on the Idaho Street Tree Planting Project, the Sticha Park Project, and the Kalina Park Project. He also mentioned that community volunteer Laura Carpentier recently planted the nice looking flowers at both City welcome signs.

Rud asked City Staff to contact the new TCU School Superintendent to see if a new sign along Co Rd 4 could be erected.

b. Council / Department Reports

Council Member Daleiden

Daleiden provided a brief liquor store update.

Council Member Kodada

Kodada said that the Park Board recently toured a few of the local parks and the future Health Creek boardwalk area.

Council Member Furrer

Furrer said that the EDA is heading up the Downtown area flower pot planting contest again. She stated that the Public Library will temporarily be reducing its hours down to 20 hours per week. She announced that the Summer Reading Program will continue on this summer.

Council Member Pelava

Pelava said that the Planning Commission recently reviewed the Lonsdale Business Park Final Plat. He said that the lift station located at Hwy 19 and 8th Avenue NE recently went off-line for 8 hours without any warning. Vlasak explained the issues with that particular lift station, and he stated that it needs to be replaced soon and connected to the SCADA system.

Mayor Rud

Rud congratulated all the recent graduates. In honor of Memorial Day, Rud thanked all the military service members and veterans for their service. He said that the next Meeting with the Mayor will be on June 15th.

12. ADJOURNMENT

A motion was made by Kodada and seconded by Furrer 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 8:36 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator