

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
MAY 9, 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, and Furrer

Members Absent: Kodada and Pelava

City Staff Present: City Administrator Joel Erickson, City Planner Ben Baker, City Engineer Kevin Kawlewski, Public Works Director Vlasak, Police Chief Jason Schmitz, and Police Officer John Gramling

**4. APPROVAL OF AGENDA**

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

A motion was made by Daleiden and seconded by Furrer to approve the agenda as presented. Vote for: Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

**5. APPROVAL OF MINUTES**

None

**6. PUBLIC HEARINGS**

None

**7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS**

None

**8. APPROVAL OF THE CONSENT AGENDA**

None

**9. OLD BUSINESS**

None

## 10. NEW BUSINESS

- a. Introduction of Full Time Police Officer John Gramling – Jason Schmitz, Chief of Police  
Police Chief Jason Schmitz introduced Lonsdale’s new full-time police officer John Gramling to the City Council by providing a background synopsis on Gramling’s upbringing and work experience. Gramling thanked the Council for hiring him for the job, and the Council welcomed Gramling to the City.

- b. Consider Approval of the City of Lonsdale’s Internal Control Policy – Joel Erickson, City Administrator

Erickson explained that City Treasurer Tami Brokl has been working to implement changes recommended by the City Auditor. He said that Brokl updated the City’s internal control policies based on suggestions by the Auditor, and he asked the Council to consider approval of the updated policy. Erickson summarized the four sections of the policy: 1) Cash Disbursements, 2) Payroll, 3) Petty Cash, and 4) Cash Receipts. Erickson noted that Staff is already implementing the items in the policy. Daleiden suggested that a second party, such as the City Treasurer, be added into the policy in cases where the City Administrator might be absent and City business needs to continue.

A motion was made by Daleiden and seconded by Furrer to approve the City of Lonsdale’s Internal Control Policy with the noted change. Vote for: Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

- c. Consider Approval of the City of Lonsdale’s Municipal Liquor Store Internal Control Policy – Joel Erickson, City Administrator

Erickson stated that it was also time to update the liquor store’s internal control policy based on recommendations from the City Auditor. He said that the policy takes into account the policies and procedures already in place but mainly comes from the State Auditor’s Office. He summarized the updated policy. Erickson and Daleiden also mentioned that the Liquor Store Committee will be talking to the store’s other employees about filling in and taking over some responsibilities in the absence of the managers.

A motion was made by Daleiden and seconded by Furrer to approve the City of Lonsdale’s Municipal Liquor Store Internal Control Policy. Vote for: Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

- d. Consider Approval of an Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License Requested by the Melissa Ann Friedges Memorial For an Annual Softball Tournament – Joel Erickson, City Administrator

The Council reviewed an application by the Melissa Ann Friedges Memorial for a temporary on-sale liquor license. Rud said that it is great to have the tournament in Lonsdale, and he said that their organization has donated money to the City’s park system in the past.

A motion was made by Daleiden and seconded by Furrer to approve an application and permit for a 1-Day to 4-Day Temporary On-Sale Liquor License requested by the Melissa Ann Friedges Memorial for an annual softball tournament. Vote for: Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

- e. Consider Approval of Resolution 2013-20, a Resolution Allowing Overnight Camping at the Jaycee Park During the Melissa Ann Friedges Memorial Softball Tournament – Joel Erickson, City Administrator

Erickson explained that the Melissa Ann Friedges Memorial organization is requesting that the City allow overnight camping at Jaycee Park during their annual softball tournament. He mentioned that the Council has approved similar requests in the past, and there hasn't been any issues to date. He also noted that Al Friedges did review the requirements of the proposed Resolution, and he was okay with the conditions.

A motion was made by Furrer and seconded by Daleiden to approve Resolution 2013-20, a resolution allowing overnight camping at the Jaycee Park during the Melissa Ann Friedges Memorial Softball Tournament. Vote for: Daleiden, Rud, and Furrer. Vote against: None. Abstained: None. Vote: 3-0. Motion carried.

## **11. OTHER BUSINESS**

- a. Project Updates

- Kawlewski stated that Haselton Construction was back in town to finish up work on the 2012 Street Reconstruction Project before the final wear course is paved. He mentioned that the contractor is working on replacing cracked curbs, patching/fixing specific areas, and addressing settlement issues. Rud suggested waiting until August to pave the final wear course to allow time for more settlement to occur. He stated that it is extremely important to provide the community with a good, quality product. Kawlewski said that WSB will talk with the contractor to see what can be worked out in terms of the final wear course paving date. He assured the Council that everything found to be less than City standards is currently being replaced.
- Vlasak said that according to the seeding contractor, the Jaycee Park ball fields may not be ready for games and practices yet, and he said that the fields could use a few more weeks to get fully established. Vlasak asked the Council if the ball fields should still be opened on May 15<sup>th</sup>. The Council directed Vlasak to talk with City Staff and Kevin Kodada to make a determination on the opening date. Rud said that the City can always oversee the fields in the fall.
- Baker provided updates on recent and proposed parks, trails, and tree projects. He mentioned that the Park Board recently listened to a detailed presentation from Water Odyssey's National Sales Representative Bill Hachmeister on splash/spray pads. Along with 48 trees being planted on the school grounds, Baker also noted that almost 250 trees were recently given to the students at Lonsdale Elementary School as part of the Arbor Day 2013 event.

b. Council / Department Reports

*Council Member Daleiden*

Daleiden stated that April's numbers at Lonsdale Liquor were fairly even, and he projected that the upcoming summer months would be pretty strong for the store.

*Council Member Kodada*

N/A

*Council Member Furrer*

Furrer said that 30 guests were recently honored at the Library's volunteer appreciation breakfast event. Rud thanked Furrer and the Library for hosting the event. Furrer mentioned that the EDA will be meeting on May 16<sup>th</sup> to review information gathered from a survey recently sent to all of the Downtown businesses.

*Council Member Pelava*

N/A

*Mayor Rud*

Mayor Rud announced that the City-wide Garage Sale event and the Lions' annual electronics pickup date will be on May 11<sup>th</sup>. He said that the annual Firemen's Steak Fry event will be held on May 18<sup>th</sup>.

**12. ADJOURNMENT**

A motion was made by Daleiden and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Rud, and Furrer. Against: None Vote 3-0. Motion carried. The meeting ended at 7:42 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator