

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
JUNE 14, 2012**

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 Ben Baker, and Public Works Director Russ Vlasak

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

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. Update on the Northfield Area Ambulance Association – Dave Pfluke, Lonsdale Representative

Northfield Area Ambulance Association (NAAA) Representative Dave Pfluke provided the City Council with a one page summary on Northfield Ambulance volume load, response times, finances, operations, performance, and capital improvements. He said that they will be meeting with an attorney to figure out the future of the NAAA. The Council thanked Pfluke and the NAAA for representing Lonsdale.

- b. Consider Approval of the Water Treatment Plant Project Partial Pay Request No. 12 in the Amount of \$13,210.70 to Municipal Builders, Inc. – Bill Chang, BDM

BDM Project Engineer Jon Herdegen provided the Council with a project update and request letter (dated June 5, 2012), a substantial completion certificate form, and a punchlist spreadsheet. Herdegen provided a brief update on the status of the project, and he stated that the only outstanding item was signage. Erickson and Vlasak both stated that they were satisfied with the project. Herdegen said that the punchlist items should be completed by the end of June.

A motion was made by Kodada and seconded by Pelava to approve the Water Treatment Plant Project Partial Pay Request No. 12 in the Amount of \$13,210.70 to Municipal Builders, Inc. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- c. Consider Approval of the Substantial Completion of the Water Treatment Plant – Bill Chang, BDM

The City Council and Herdegen discussed the painting status of the water treatment plant doors, including the fiberglass door. Daleiden disagreed with the high expenses incurred to paint the doors, and he said that he will go to the site and take a look at the finished project. Furrer asked about the status of the roof leaks. Vlasak said that there are three roof leaks in need of repair. Herdegen stated that the Council could still approve the Substantial Completion Date because it sets the date of a functioning treatment plant. Rud stated that the City is the owner, and the engineer/contractor is responsible for turning over a finished project that is complete, including the roof and doors. Furrer asked what the repercussion is, if the Council does not set the Substantial Completion Date. Erickson said that the warranty period just gets moved back a few weeks. The Council agreed to hold off on approving the completion date, in order to make sure everything is complete.

A motion was made by Daleiden and seconded by Furrer to table the agenda item until the June 28, 2012 Council meeting. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- d. Consider Approval of Resolution 2012-26, a Resolution Authorizing Issuance and Sale of \$1,385,000 General Obligation Improvement Bonds, Series 2012A – Paul Donna, Northland Securities

Paul Donna, of Northland Securities, said that City Staff has been working with him to put together a financial plan for the financing of the Area No. 2 Street Project. He said that they tried to figure in the City's A+ rating. He said that the proposed bond would be a 15-year fixed bond with an interest rate of 2.28%. Kodada asked if the bond will be callable in the future. Donna said that after 8-years, there would not be a premium required to pay off the bond. Erickson mentioned that the first contractor pay request would be covered by the \$80,000 worth of prepaid assessments already collected by the City.

A motion was made by Kodada and seconded by Pelava to approve Resolution 2012-26, a resolution authorizing issuance and sale of \$1,385,000 General Obligation Improvement Bonds, Series 2012A. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- e. Consider Approval of Resolution 2012-27, a Resolution Authorizing Camping at the Jaycee Park During the Melissa Ann Friedges Memorial Softball Tournament

Al Friedges said that they already have about 20 teams lined up for their upcoming softball tournament. He said that some of the teams asked if overnight camping would be available. Erickson said that the City has not received any other complaints regarding camping at the Jaycee Park associated with other softball tournaments, and he recommended approval of the request.

A motion was made by Daleiden and seconded by Furrer to approve Resolution 2012-27, a resolution authorizing camping at the Jaycee Park during the Melissa Ann Friedges Memorial Softball Tournament. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- f. Consider Approval of Resolution 2012-28, a Resolution Eliminating the 608 and 405 Funds and Transferring Any Fund Balance to the 309 Fund

Erickson explained that there are currently two funds (Fund 405 and Fund 608) that relate to the project and bonds sold to provide financial assistance for the construction of the Villages of Lonsdale and the Public Library. He recommended combining the two funds so that there will only be one Fund (309) for all transactions associated with the debt service of the bonds.

A motion was made by Kodada and seconded by Furrer to approve Resolution 2012-28, a resolution eliminating the 608 and 405 Funds and transferring any fund balance to the 309 Fund. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

g. Consider Approval of Resolution 2012-29, a Resolution Authorizing Submission of a Minnesota Business Development Capital Projects Grant

Erickson stated that the State approved \$47.5 million in the Bonding Bill specifically for economic development. He asked the Council to authorize the submission of a grant application to help get the Garfield Avenue Business Park Project (old Rezac farm) off the ground. He provided the Council with the requirements for the application, along with information on selection criteria. He mentioned that any State funding would be a 50/50 matching grant for projects exceeding \$1,000,000.00. He said that the City Engineer is already working on updating the unit cost estimates in preparation of the June 26th deadline. Rud thanked Erickson for taking the initiative to get the grant application process started.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2012-29, a resolution authorizing submission of a Minnesota Business Development Capital Projects Grant. 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 Whitewater Wireless, Inc. in the Amount of \$4,698.00 for Equipment and Equipment Installation for New Squad Car

On behalf of the Police Department, Erickson presented the Council with a request letter from Police Chief Jason Schmitz. Erickson provided the Council with two quotes for transferring/installing the light bar, radio, and control panels from the old squad car to the new one: 1) Whitewater Wireless - \$4,698.00 + \$430.00 (graphics) = \$5,128.00 and 2) Schrader - \$5,676.00. Pelava stated that most police department have used Schrader because of their experience. Furrer asked when the new squad car would be ready for duty. Erickson said that it could be up to 45 days out.

A motion was made by Pelava and seconded by Kodada to approve of a quote submitted by Whitewater Wireless, Inc. in the amount of \$4,698.00 (+ \$430.00 for graphics) for equipment and equipment installation for the new squad car. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

i. Consider Approval of a Proposal Submitted by James R. Heintz, LTD. in the Amount of \$4,000.00 for a Limited Scope Calculation of Value for Lonsdale Liquor

Erickson said that the City Council asked Staff to obtain quotes for a limited scope calculation of valuation for Lonsdale Liquor. He presented two quotes: 1) James R. Heintz - \$4,000.00 and 2) Eide Bailly - \$5,750.00. Rud explained why it is important to have a professional valuation report done for the Lonsdale Liquor store.

A motion was made by Daleiden and seconded by Kodada to approve a proposal submitted by James R. Heintz, LTD. in the Amount of \$4,000.00 for a limited scope calculation of value for Lonsdale Liquor. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- j. Consider Approval of the Following Liquor Licenses: Lonsdale American Legion – On-Sale Club and Sunday Liquor; Flicek’s Sports Bar & Grill – On-Sale and Sunday Liquor; Whistle Stop Tavern & Grill – On-Sale and Sunday Liquor; Lonsdale Lions – 3.2% Off-Sale; Lonsdale Baseball Association – 3.2% Off-Sale; Casey’s General Store – 3.2% Off-Sale and Lonsdale Liquor – Off-Sale

Erickson said that the liquor license renewal requests are the same as in 2011, and he mentioned that the Police Department had no issues with the proposed liquor license requests.

A motion was made by Kodada and seconded by Pelava to approve the following liquor licenses:

- Lonsdale American Legion – On-Sale Club and Sunday Liquor;
- Flicek’s Sports Bar & Grill – On-Sale and Sunday Liquor;
- Whistle Stop Tavern & Grill – On-Sale and Sunday Liquor;
- Lonsdale Lions – 3.2% Off-Sale;
- Lonsdale Baseball Association – 3.2% Off-Sale;
- Casey’s General Store – 3.2% Off-Sale; and
- Lonsdale Liquor – Off-Sale.

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

- k. Consider Approval to Schedule Special City Council Meetings to Discuss the 2013 City Budget

Erickson asked the Council which dates/times that they thought might work for scheduling upcoming budget meetings.

A motion was made by Kodada and seconded by Furrer to schedule Monday, July 9, 2012 @ 6:00pm as the first meeting to start discussions on the 2013 City Budget. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

- l. Consider Approval of a Quote Submitted by Nuss Truck & Equipment in the Amount of \$ 7,000.00 for a Used Dual Drum Vibratory Asphalt Roller

Vlasak stated that the proposed Dual Drum Vibrating Asphalt Roller (for \$7,000) was actually sold prior to the meeting. He said that the City would probably use the machine about 50 hours/year. After discussing the issue, the Council agreed to authorize City Staff to research other rollers and purchase one if it is less than \$8,000. Kodada and Rud mentioned that Richie Brothers Auctioneers may be a good place to look for a roller.

A motion was made by Kodada and seconded by Pelava authorizing City Staff to research and purchase a pavement roller in the not-to-exceed amount of \$8,000.00. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 5-0. Motion carried.

11. OTHER BUSINESS

a. Project Updates

Erickson provided an update on the 2012 Street & Utility Reconstruction Project. Vlasak mentioned that the roads have been passable so far. The Council made sure that Tim Andler's contact information was readily available.

Vlasak provided an update on the crack filling and seal coating project. He said it should be finished by next week.

b. Council / Department Reports

Council Member Daleiden

Daleiden said that the Liquor Store for May came out about even. He mentioned that the Store was going to be switching credit card services to save money.

Council Member Kodada

Kodada stated that about 40 people, including members of the Common Ground Garden Club, Cub Scout Pack # 327, members of the Park Board, and City Staff all helped plant close to 300 plantings along Hwy 19 earlier in the week. The Council reviewed pictures of the volunteer groups.

Council Member Furrer

Furrer said that the Library Board will meet next week.

Council Member Pelava

Pelava stated that he will be attending the League of Minnesota Cities Annual Conference in Duluth (June 20th – 22nd).

Mayor Rud

Rud mentioned that the City would like to partner with Steele-Waseca Cooperative Electric to get the Garfield Avenue Business Park off the ground. He wished a happy Father's Day to all the dads.

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 8:12 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator