

**MINUTES
CITY OF LONSDALE
CITY COUNCIL MEETING
JULY 31, 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, Rud, Furrer, and Pelava

Members Absent: Kodada

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

4. APPROVAL OF AGENDA

Mayor Rud asked if there were any corrections, additions, or deletions to the agenda. Erickson asked if two items could be added to the agenda: 1) Review Quotes for Paving of Industrial Drive SE, and 2) Scheduling a Special Neighborhood Informational Meeting Regarding the Area No. 5 Project.

A motion was made by Pelava and seconded by Furrer to approve the agenda with the noted additions. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

5. APPROVAL OF MINUTES

A motion was made by Furrer and seconded by Pelava to approve the Minutes from the June 17, 2014 Special Meeting, the June 26, 2014 Regular Meeting, and the July 10, 2014 Regular Meeting. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

6. PUBLIC HEARINGS

a. Special Assessments for Delinquent Accounts

Rud read the public hearing notice and opened the hearing.

Erickson stated that over the last couple of years the City has been holding public hearings twice a year to keep up on delinquent accounts. The Council reviewed the two delinquent accounts pertaining to unpaid water/sewer bills totaling \$1,066.25. He mentioned one of the properties is in foreclosure and the other one is soon to be in

foreclosure. Erickson read through the main points of Resolution 2014-29. Daleiden stated that for the most part, it looks like the City is on top of collecting its bills. Rud asked if anyone wanted to speak on the matter. No written or verbal comments were received.

A motion was made by Daleiden and seconded by Furrer to close the public hearing. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried. The public hearing closed.

b. Ordinance 2014-258 (Amending Ordinance 2014-256 the 2014 Fee Schedule)

Rud read the public hearing notice and opened the hearing.

Erickson said that the idea for the proposed ordinance to defer WAC/SAC hookup fees stemmed from the February 2014 Builders Forum meeting. He stated that the Council had reviewed the ordinance at their previous meeting, and he reviewed the proposed ordinance language with them again, including the two triggering events that would require payment of the WAC/SAC fees. Erickson stated that any new home contractor looking to take advantage of the deferral arrangement will need to sign an agreement with the City that will be recorded at the County. Erickson noted that the City Attorney did review the proposed ordinance and agreement language. Rud stated that the City has heard from builders in the past, and they are in favor of deferring the WAC/SAC for up to a year. Rud asked if anyone off the floor had any comments on the matter. No written or verbal comments were received.

A motion was made by Daleiden and seconded by Pelava to close the public hearing. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried. The public hearing closed.

7. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS

None

8. APPROVAL OF THE CONSENT AGENDA

A motion was made by Daleiden 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, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

9. OLD BUSINESS

None

10. NEW BUSINESS

- a. Consider Approval of Resolution 2014-29, a Resolution Adopting Assessments for Delinquent Accounts – Joel Erickson, City Administrator

Erickson read through the main points from Resolution 2014-29 in regard to assessing two properties for delinquent bills totaling \$1,066.25. He noted that a public hearing was conducted earlier in the agenda, and that no written or verbal comments were received.

A motion was made by Daleiden and seconded by Pelava to approve Resolution 2014-29, a resolution adopting assessments for delinquent accounts, not including a recently paid bill in the amount of \$197.03 for Parcel 19.25.2.01.049. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- b. Consider Approval of Ordinance 2014-258, an Ordinance Amending City Ordinance 2014-256 (2014 Fee Schedule) – Joel Erickson, City Administrator

Erickson said that by allowing deferment on WAC/SAC the City is hoping to spur residential new home starts. He reviewed the two triggering points at which WAC/SAC fees would be payable by contractors. Erickson recommended approval of the proposed ordinance.

A motion was made by Daleiden and seconded by Furrer to approve Ordinance 2014-258, an ordinance amending City Ordinance 2014-256 (2014 Fee Schedule). Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- c. Consider Approval of Resolution 2014-30, a Resolution Accepting a Bid for the Water Tower Reconditioning Project – Josh Pope, I & S Group

Project Engineer Josh Pope of I&S Group reviewed the bids that came in for the Water Tower Reconditioning Project. He said that Classic Protective Coatings was the low bid for Proposal 1.0, which required a September 2014 start date. He said that The Osseo Construction Co. LLC was the low bid on Proposal 2.0, which required a April 2015 start date. Pope also reviewed the bids for Proposal 3.0, interior dry abrasive blast and coating. Pope explained that the low bid of \$329,500.00, by Osseo, came in line with KLM Engineering's estimate. Daleiden stated that he called Osseo Construction to get a better feel for their ability to do the proposed work. He also asked the Council to consider adding Proposal 3.0, for an extra \$24,750.00 to make sure the job is done correctly. Pope described the blast from Proposal 3.0 as a more aggressive blast and an insurance policy to the City. Vlasak said that Proposal 3.0 allows for a more uniform blast from top to bottom. Rud stated that KLM Engineering should really be at the meeting to explain why Proposal 3.0 should be considered or not. Overall, the Council agreed with Osseo's low bid for Proposal 2.0, however no official action was taken.

A motion was made by Pelava and seconded by Furrer to table the agenda item to get further information on Proposal 3.0. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

Pope provided the Council with an update on the Lonsdale Business Park Project. He said that the contractor is currently working on punch list items in preparation for the final lift of asphalt to be laid the week of August 3rd. Pope noted that City Staff and I&S Group have been providing overall quality control of the project, and he stated that the City will also have a 2-year warranty on the project in case any issues come up. Rud told Pope that I&S Group and City Staff need to be in agreement with the acceptability of the project. Pose said that final completion should be by August 14th.

The Council thanked Pope for the update.

d. Consider Approval of Resolution 2014-31, a Resolution Accepting a Bid for the “Linking Lonsdale” Trail Project – Kevin Kawlewski, City Engineer

Kawlewski stated that bids were opened for the Linking Lonsdale Project on July 16th with only one bid submitted, Barber Construction - \$206,964.00. He said that the bid came in higher than the Engineer's estimate because contractors are busy right now. He said that he has worked with Barber Construction before, and he mentioned that they concentrate in specialty work and are a good company. He explained that the City has already been awarded a \$89,463.52 matching grant from the DNR for the project that expires in June 2015. Kawlewski said that the Council could rebid the project but that would just push the completion date back even further. The Council discussed different options to get the price lower on the project without losing the grant funding. Rud said that the project needs to be done, but he stated his concern with more money being taken away from the Park Development Fund. Vlasak provided an update on the already installed boardwalk trail around the lumber yard. After further discussion, the Council decided to table the decision until the City Engineer finds out if the DNR's construction deadline date can be extended or MNDOT's requirements can be revised.

A motion was made by Daleiden and seconded by Furrer to table the agenda item. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

e. Consider Approval to Authorize Staff to Solicit Quotes for Drainage Improvements at 6800 Gibbon Ave – Kevin Kawlewski, City Engineer

Kawlewski stated that City Staff has been working with Jodi Hruby, 6800 Gibbon Avenue, to develop a drainage plan to alleviate damage on her property resulting from flooding rainfall events and the neighboring Shadow Stone Development. He said that the main problem is that Hruby's culvert under the driveway has inadequate capacity to convey stormwater, which results in water backing up and flooding her property. The Council reviewed a plan to alleviate the backups, estimated at a cost of \$7,575.00. Kawlewski asked the Council to consider authorizing Staff to solicit quotes for the proposed improvements.

A motion was made by Furrer and seconded by Pelava to authorize Staff to solicit quotes for drainage improvements at 6800 Gibbon Ave. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- f. Consider Approval of a Proposal Submitted by MSA in the Not-To-Exceed Amount of \$5,000.00 for a Wastewater Treatment Plant Bio-Solids/Receiving Station Feasibility Study – Russ Vlasak, Public Works Director

Vlasak stated that three bids were received in response to a RFP request for bio-solid solutions and receiving station feasibility: MSA - \$5,000.00, I&S Group - \$8,900.00, and WSB - \$17,832.00. Erickson and Vlasak noted that Bill Change of MSA was the designer and project manager of the City's WWTP. The Council raised concerns about constructing a receiving station after the issues that came about with the City of Montgomery. Vlasak stated that he was not interested in a receiving station but past City Councils have been interested in the possibility of a receiving station. Erickson stated that a feasibility study will help the Council make a more informed decision about the matter. Rud noted that the City certainly needs to figure out something for bio-solids and move forward.

A motion was made by Daleiden and seconded by Pelava to approve a proposal submitted by MSA in the not-to-exceed amount of \$5,000.00 for a Wastewater Treatment Plant Bio-Solids/Receiving Station Feasibility Study. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- g. Consider Approval of a Quote Submitted by Ideal Paving in the Amount of \$32,059.00 for Paving a Section of Industrial Drive SE

Vlasak stated that three quotes were submitted for the proposed paving of Industrial Drive SE. He noted that Ideal Paving was the lowest quote at \$32,059.00. He said that the Public Works Department helped with the subcut removal of the old road/base and added gravel up to street level. Rud thanked the Public Works Department for their work on the project, which ultimately saved the City \$40,000.00 - \$50,000.00 by doing the work in-house. Pelava mentioned that he received a few comments concerning the lack of "road closed ahead" signage, and he suggested adding more signs at locations further than a block away from the road work so that travelers can choose a different route before getting to the closure and having to turn around.

A motion was made by Daleiden and seconded by Pelava to approve a quote submitted by Ideal Paving in the amount of \$32,059.00 for paving a section of Industrial Drive SE. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- h. Consider Approval to Schedule a Special City Council & Neighborhood Informational Meeting for August 25, 2014 at 6:30 pm at the American Legion Regarding the Proposed Capital Improvement Program Area No. 5 Project
Kawlewski and Erickson provided an brief update on the CIP Area No. 5 Project, and the suggested a timeline that would require a neighborhood meeting to be held in later August.

A motion was made by Daleiden and seconded by Pelava to schedule a Special City Council & Neighborhood Informational Meeting for August 25, 2014 at 6:30 pm at the American Legion regarding the proposed Capital Improvement Program Area No. 5 Project. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

11. OTHER BUSINESS

a. Department Reports

- Vlasak said that the Public Works Department will be busy next week helping prepare for Community Days.
- Kawlewski said that the contractor will start the DRS Sewer Project on August 19th. He noted that letters will be sent out regarding a required temporary road closure.
- Baker said that the City officially received the signed Veterans Memorial Grant Agreement, worth \$9,900.00, earlier in the day.
- Erickson stated that the City recently received the keys for 133 Main Street North.

b. Council Reports

Council Member Daleiden

Daleiden stated that he was recently pulled over by the Lonsdale Police Department for not wearing his seat belt while driving. He encouraged everyone to wear their seat belts, and he said that ever since he was stopped by the Police, he has been wearing his seat belt.

Daleiden also provided an update on the numbers for Lonsdale Liquor. He said that July 2014 should exceed the numbers for July 2013.

Council Member Kodada

N/A

Council Member Furrer

Furrer said that over 300 kids attended the Summer Reading Program at the Library. She said that the EDA is working on its second video focusing on Lonsdale's quality of life.

Council Member Pelava

Pelava provided an update on the last Planning Commission meeting. He said that the Commission discussed creating a new C-I, Commercial-Industrial District. He also mentioned that the Commissioners talked about allowing single-family homes on twin home lots in Willow Creek.

Mayor Rud

Rud announced that on August 3rd the Immaculate Conception Church is having their annual Parish Festival. He said that the Miss Lonsdale event will be held on August 2nd. He said that Community Days will be August 8th & 9th, with the Car Cruise on Friday night. He also mentioned that Nite-to-Unite will be on August 6th. Rud congratulated the 13-year old Lonsdale boys baseball team for their recent championship win.

12. ADJOURNMENT

A motion was made by Pelava and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Rud, Furrer, and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried. The meeting ended at 8:22 pm.

Respectfully Submitted:

Joel A. Erickson, City Administrator