

**MINUTES  
CITY OF LONSDALE  
SPECIAL CITY COUNCIL MEETING  
JULY 9, 2012**

**1. CALL TO ORDER**

Mayor Rud called a special meeting of the Lonsdale City Council to order at 6:00 p.m. in the City Council Chambers, 415 Central St. W.

**2. PLEDGE OF ALLEGIANCE**

Everyone stood and recited the pledge of allegiance.

**3. ROLL CALL**

Present: Daleiden, Rud, Furrer and Pelava

Absent: Kodada

Staff Present: City Administrator Joel Erickson, City Treasurer Tami Brokl, Chief of Police Jason Schmitz, Library Director Diana Tallent and Public Works Director Russ Vlasak

**4. AGENDA**

Mayor Rud said the agenda went through 10A and asked if there were any additions or deletions to the agenda. A motion was made by Daleiden and seconded by Pelava to approve the agenda. Vote for: Daleiden, Rud, Furrer and Pelava. Against: None  
Vote 4-0. 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. Discuss the 2013 Annual City Budget

Erickson said this was the first meeting pertaining to the 2013 City budget and he summarized the anticipated process. Erickson said the City Council should discuss: (1) goals/priorities for 2013; (2) the proposed 2013 property tax levy; (3) the 2013 Fee Schedule; (4) water and sewer rates; (5) staffing levels and (6) the line item budget. The City Council reviewed each fee in the Fee Schedule.

Mayor Rud said given the 2011 operating incomes for the water and sewer funds, the water and sewer rates should not be raised. Vlasak said there are between

\$80,000.00 and \$90,000.00 worth of improvements that need to be made to Lift Station No. 1. He asked the City Council for their thoughts on making the DRS sanitary sewer improvement. Mayor Rud asked what the upcoming water improvements are that need to be considered. The City Council and staff discussed the need for a future water tower and new well. The City Council agreed that the operating income for the water fund should be \$100,000.00 and the sewer fund operating income should be \$220,000.00. Furrer said if rates were to increase, does the City Council want to see a small or large increase.

Mayor Rud asked if the EDA was planning any projects in 2013. Erickson said the EDA has discussed purchasing the Carey property on Main St. N., the proposed business park on the east side of town and redevelopment of Main Street as a long term goal. Furrer said the EDA discussed their 2013 budget at their last meeting. She said she does not expect the Board to request funding from the property tax levy.

Erickson asked what the City Council's staffing level expectations are for 2013. Erickson said for the last several years, it has been discuss to make Candis Parkos full time. The City Council directed staff to calculate the cost difference between Parkos being full time compared to part time. Erickson asked about staffing levels in Public Works. Mayor Rud asked if part time and seasonal staffing is working well. Vlasak replied yes. The consensus of the City Council was to not hire another full time employee and continue to utilized part time and seasonal employees.

Erickson said water and sewer payment plans have become a concern and need to be addressed. He recommended leaving the late fee at 10% but to allow for payment plans as follows: (1) 10% late fee for most recent past due month; (2) increase the interest from 2% to 5% for the remaining months on the payment plan. The City Council agreed that a total of three months can be accumulated in a payment plan.

## **11. OTHER BUSINESS**

- a. A motion was made by Daleiden and seconded by Furrer to schedule a Special Meeting to discuss the 2013 budget for Thursday, August 2, 2012 at 6:00 pm in the City Council Chambers. Vote for: Daleiden, , Rud, Furrer and Pelava. Against: None Vote 4-0. Motion carried.

## **12. ADJOURNMENT**

A motion was made by Daleiden and seconded by Pelava to adjourn the meeting. Vote for: Daleiden, , Rud, Furrer and Pelava. Against: None Vote 4-0. Motion carried. The meeting ended at 8:07 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator