

**MINUTES  
CITY OF LONSDALE  
REGULAR CITY COUNCIL MEETING  
AUGUST 25, 2011**

**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 Chamber, 415 Central St. W.

**2. PLEDGE OF ALLEGIANCE**

Everyone stood and recited the pledge of allegiance.

**3. ROLL CALL**

Present: Daleiden, Kodada, Rud, Furrer and Pelava

Absent: None

Staff Present: City Administrator Joel Erickson, Public Works Director Russ Vlasak and Consulting Engineer John Stewart

**4. AGENDA**

Mayor Rud said the agenda goes through 11B and asked if anyone had any additions or deletions to the agenda. A motion was made by Furrer and seconded by Kodada to approve the agenda as presented. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

**5. APPROVAL OF MINUTES**

- a. Consider Approval of the Minutes from the July 25, 2011 Special Meeting, the July 28, 2011 Regular Meeting, the August 11, 2011 Regular Meeting and the August 16, 2011 Special Meeting

Mayor Rud asked if anyone had any additions or deletions to the minutes. A motion was made by Pelava and seconded by Furrer to approve the minutes as presented. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: 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. Monthly Bills
- b. Treasurer's Report
- c. Board and Commission Minutes

Mayor Rud asked if anyone wanted any of the Consent Agenda items pulled for discussion. A motion was made by Kodada and seconded by Furrer to approve the Consent Agenda as presented. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

## **9. OLD BUSINESS**

- a. Consider Approval of Resolution 2011- 27, a Resolution Appointing Election Judge for the 2011 City General Election  
Erickson said the City will be conducting a General Election on Tuesday, November 8, 2011 and the City Council is required by Minnesota State Statute to appoint election judges for the election. A motion was made by Kodada and seconded by Pelava to approve Resolution 2011-27. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

## **10. NEW BUSINESS**

- a. Presentation of a Waste Management Green Team Recycling Check in the Amount of \$262.00 to the Redbird Booster Club– Darryl Hoekstra, Waste Management  
Darrell Hoekstra of Waste Management was present to present a check in the amount of \$262.00 to Stacy Kodada of the Redbird Booster Club for their efforts in recycling 17.5 tons of cardboard and mixed paper. Kodada thanked Waste Management for the check and the opportunity. Hoekstra said a new representative, Rick Rud, will be taking over the Lonsdale Green Team project. Hoekstra thanked Lonsdale for their support and recycling efforts.
- b. Consider Approval of the Water Treatment Plant Project Partial Pay Request No. 2 in the Amount of \$119,898.55 to Municipal Builder, Inc.  
John Stewart of BDM reviewed the proposed pay request for the water treatment plant project. Daleiden asked if the doors listed in the pay request were on site. Stewart replied yes. Mayor Rud asked if the project was on budget and schedule. Stewart said as of this week yes but upcoming it might get behind schedule due to shop drawing review approvals and the delivery of the pressure tanks. Stewart said the pressure tanks will be installed and the roof will be in place before winter. Mayor Rud asked what the completion date is. Stewart said the completion date is May of 2012 and the plant should be operational for spring flushing. Kodada said the site looks good. Pelava asked why the shop drawing review was taking so long. Stewart said not all the items submitted for review by the contractor were to the specifications and the contractor is questioning what product the City would like. He said the contractor was told to go with products specified and if the City wanted them changed in the future, that could be done. Daleiden said future pay requests need to show change orders. Stewart said future pay requests will show change orders. Stewart said upcoming change orders will include: a stainless steel sink, \$500.00 for the contractor to complete PFA paperwork and the insulation for the exterior walls. A motion was made by Daleiden and seconded by Furrer to approve Partial Pay Request No. 2 in the amount of \$119,898.55. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

d. Consider Approval of a Proposal Submitted by BRKW Appraisals, Inc. in the Amount of \$7,000.00 to Conduct a Special Benefits Valuation of Properties in Area # 2 of the City Capital Improvement Plan

Erickson said the City Council approved accepting proposals for the special benefit appraisals for Area # 2 as a recent meeting. He said BRKW Appraisals, Inc. was recommended. Erickson said the proposal was in the amount of \$7,000.00 and will be in the form of a “restricted use” report, meaning the report will be abbreviated but will contain the information necessary to determine the special benefit of the project to abutting properties. Mayor Rud asked what would happen if the appraisals came back lower than what the City has assessed in the past. Erickson said there are three options: (1) propose to assess the appraised special benefit and use reserves or bond for the difference, (2) assess an amount between \$8,500.00 and \$9,500.00 or (3) do not do the project. Pelava said some residents have told him the project will not increase the value of their home, given declining values of the last several years. Stewart said cities are doing more of these appraisals than ever before and recommended the City get the appraisals done. Mayor Rud said the appraisal should be done to protect the City from any potential exposure. The City Council held general discussion on whether or not to conduct the appraisals. A motion was made by Daleiden and seconded by Kodada to approve the proposal submitted by BRKW Appraisals, Inc. in the amount of \$7,000.00. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried.

d. Consider Approval of Eide Bailly as the City’s Auditor for Year End 2011, 2012 and 2013 in the Amount of \$59,000.00

Erickson said the City recently requested proposals from auditing firms to complete the City’s year end audit for 2011, 2012 and 2013. He said the City received six proposals and staff interviewed three of them. Erickson recommended approving the proposal submitted by Eide Bailly in the amount of \$59,000.00. He said Eide Bailly is the City’s current auditor. Mayor Rud asked what the cost was for Eide Bailly and Abdo Eick & Meyers to reconcile cash. Erickson said Eide Bailly proposed \$125.00/hour and Abdo Eick & Meyers was between \$300.00 and \$500.00. Erickson said he does not believe the auditor will have to reconcile cash as part of the 2011 year end audit. Daleiden said switching auditors was not worth it, given the additional time that will be spent working with a new auditor. Furrer said she likes consistency. Daleiden asked if Eide Bailly has been fair to the City in the past. Erickson said yes. A motion was made by Kodada and seconded by Pelava to approve the proposal submitted by Eide Bailly in the amount of \$59,000.00 for completion of the City’s 2011, 2012 and 2013 year end audits.

## **11. OTHER BUSINESS**

a. Department Reports

Liquor Store – Daleiden said the numbers for July are not yet available and the sales for August are at \$99,700.00. He said part time staff expenses have been higher than normal and margins have increased by 1-2%.

Parks – Kodada said the Park Board will be meeting in two weeks.

Library – Furrer said the Library Board approved a conditional job offer to Jennifer Geist as part time circulation clerk.

EDA – Furrer said the Board selected Lonsdale County Market's flower pot planter as the winner of this year's planting contest. She said that Five Star Embroidery was given honorable mention.

Planning Commission – Pelava said at their last the meeting the Planning Commission discussed amending the ordinance to allow for decorative metal roofing materials to be used in residential areas. He said the Commission also discussed allowing chickens but since the decision to prohibit them did not happen too long ago, he said the Commission is not recommending any changes.

Mayor Rud – Mayor Rud said the volunteers associated with Community Days and the Lonsdale Ambassadors did a great job planning this year events. He said he has spoken to several cities and non-profit organizations and they are looking at given their employees a rise similar to a bonus so the increase is not tied to a pay scale. He said he and staff met with the new Montgomery/Lonsdale Superintendent and said discussion focused on the importance of Lonsdale to the school district. Mayor Rud wished everyone a happy Labor Day weekend.

## **12. ADJOURNMENT**

A motion was made by Daleiden and seconded by Furrer to adjourn the meeting. Vote for: Daleiden, Kodada, Rud, Furrer and Pelava. Against: None Vote 5-0. Motion carried. The meeting ended at 7:45 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator