

**MINUTES  
CITY OF LONSDALE  
CITY COUNCIL MEETING  
SEPTEMBER 13, 2012**

**1. CALL TO ORDER**

Mayor Rud called a meeting of the Lonsdale City Council to order at 7:00 p.m. at the Lonsdale American Legion Post 586, located at 115 2<sup>nd</sup> Avenue NW.

**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 Ben Baker,  
City Engineer Kevin Kawlewski, 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 Furrer and seconded by Pelava to approve the agenda as presented.  
Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: 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. Presentation of the Area # 5 (Southern Portion) Feasibility Report – Kevin Kawlewski, WSB & Associates, Inc.

City Engineer Kevin Kawlewski went through a PowerPoint presentation projected on the wall for everyone in the room to see. The presentation reviewed the details associated with the proposed 2013 Street & Utility Improvement Project for the southern portion of CIP Area # 5 only. Kawlewski reviewed the project history, proposed street/utility improvements (and associated maps), project costs, financing options, proposed assessments (and associated maps), contact information, and a project timeline. As part of the presentation/“neighborhood meeting”, the audience, including Fritz Duban, Dale Furrer, Harold Vosejka, Rosemary Stepka, Mary Ann Wagner, and Rita Weaver, were provided with the opportunity to relay any questions, comments, or concerns with the proposed project.

Rud and Kawlewski explained that deferred assessment, due to hardship or age, could be an option for some residents living in the proposed project area.

Fritz Duban, 626 Main Street North, asked if all the curbs are proposed to be removed and replaced. Kawlewski said yes, and he provided further explanation.

Rosemary Stepka, 28 Delaware Street SE, and Mary Ann Wagner, 30 Delaware Street SE, asked if their twin home building would be assessed as one or two lots. Erickson explained that their twin home building is on two separate lots, therefore there would be two assessments.

Rud asked if there were any further comments from the public. No one else responded to the invitation to speak on the matter.

Kawlewski provided his contact information to everyone in case additional comments or questions arose concerning the proposed street/utility reconstruction project.

### b. Presentation of Lonsdale Municipal Off-Sale Liquor Store Calculation of Value Report – Joel Erickson, City Administrator

Erickson noted that the City Council recently accepted a proposal submitted by James R. Heintz, LTD for a report that provides a calculation of value for Lonsdale Liquor, the City’s municipal liquor store. Erickson presented a summary of the report, including the estimated value, approach, limiting conditions, history, economic conditions, financial analysis, results of operation, liquidity and resources, comparisons, financial analysis summary, calculation of value, risk factors, and operational characteristics. He stated that according to Heintz, the estimated gross value of the store is between \$900,000 - \$1,030,000 and the net value of the store is between \$400,000 - \$530,000.

A motion was made by Daleiden and seconded by Pelava to approve the Lonsdale Municipal Off-Sale Liquor Store Calculation of Value Report. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- c. Consider Approval of the 2012 Street and Utility Improvement Project Pay Request No. 3 in the Amount of \$438,982.17 to Heselton Construction, LLC – Kevin Kawlewski, WSB & Associates, Inc.

Kawlewski provided an update on the 2012 Street and Utility Improvement Project, including curb/gutter, watermain, service connectons, sanitary sewer, and pavement. He mentioned that the project should be finishing close to the proposed substantial completion date. Kawlewski recommended approval of Pay Request No. 3.

A motion was made by Daleiden and seconded by Furrer to approve 2012 Street and Utility Improvement Project Pay Request No. 3 in the Amount of \$438,982.17 to Heselton Construction, LLC. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- d. Consider Approval of the Sticha Park Pavilion Plans and Specification and Authorize Staff to Advertise the Ad for Bid, Ben Baker, City Planner

The Council reviewed bid documents for the proposed Sticha Park Pavilion Project (planned for 2013), including floor plans, building elevations, site plans, and construction details. Baker stated that the Park & Recreation Commission recommended advertising the project for bids to see what the true costs come in at. He mentioned that the City did come up with some initial cost estimates based on volunteer/City staff labor and project management. Baker explained that a general contractor would help assure that the pavilion project is properly constructed, organized, and finishes on-time. Baker noted that the Sticha Park Pavilion Project was budgeted for in 2013.

A motion was made by Furrer and seconded by Pelava to approve the Sticha Park Pavilion plans and specification and authorize Staff to advertise the ad for bid. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

- e. Consider Approval of Resolution 2012-38, a Resolution Setting the Fiscal Year 2013 Preliminary City Budget and Property Tax Levy

Erickson said that the City Council held four meetings since June, specifically relating to the 2013 Preliminary Property Tax Levy and Budget. He provided a summary of the property tax levy numbers and the preliminary budget, including major discussion items. He noted that the proposed preliminary levy represents a 0% increase over the 2012 levy. Erickson recommended approving Resolution 2012-38, a resolution setting the property tax levy at \$1,649,135.00 and also setting December 13, 2012 as the date to discuss and allow for public comment on the proposed budget and tax levy.

A motion was made by Daleiden and seconded by Furrer to approve Resolution 2012-38, a resolution setting the Fiscal Year 2013 Preliminary City Budget and Property Tax Levy. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

Rud thanked City staff and the other Council Members for their hard work on the budget.

f. Consider Approval of a Donation Agreement Between the City of Lonsdale and Bremer Bank, National Association for Outlot A, Willow Creek Ponds

Erickson explained that as part of the Willow Creek Ponds development, Bakken Development was supposed to deed Outlot A (which is part of a larger wetland/pond) to the City of Lonsdale. He said that in order to finalize their land transactions in Lonsdale, Bremer bank has requested that the City consider entering into a donation agreement for Outlot A, Willow Creek Ponds (eastern half of the pond). He noted that the City already owns the western half of the pond. Erickson stated that there are no costs to be incurred by the City to obtain ownership of the property.

A motion was made by Pelava and seconded by Furrer to approve a donation Agreement between the City of Lonsdale and Bremer Bank, National Association for Outlot A, Willow Creek Ponds. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

g. Consider Approval of Resolution 2012-39, a Resolution Approving the City's Finding of Fact, Conclusions of Law and Order for Abatement for the Property Located at 109 5<sup>th</sup> Ave NE

While the Council reviewed associated pictures of the roof, Erickson provided a status update concerning the roof tarps on the bank owned property/home at 109 5<sup>th</sup> Avenue NE. He said that although there has been on-going communication between City staff and the property's real estate agent, nothing has been done yet to solve the unsightly roof and tattered tarp problem. Erickson suggested moving forward with an order for abatement, so that the problem is corrected sooner than later.

A motion was made by Pelava and seconded by Furrer to approve Resolution 2012-39, a resolution approving the City's Finding of Fact, Conclusions of Law and Order for Abatement for the property located at 109 5<sup>th</sup> Ave NE. Vote for: Daleiden, Rud, Furrer and Pelava. Vote against: None. Abstained: None. Vote: 4-0. Motion carried.

On a similar topic, Rud stated that the City needs to get the property owner/contractor at 514 3<sup>rd</sup> Avenue NE to final grade and cleaned up that property to City standards.

## 11. **OTHER BUSINESS**

a. Project Updates

- Vlasak stated that the 2012 Jaycee Park Improvement Project was nearing completion
- Vlaska explained that there has recently been some staff turnover at Xcel Energy concerning street light outages should continue to be turned into the Xcel Energy, Steel-Waseca, and MVEC

b. Council / Department Reports

*Council Member Daleiden*

Daleiden noted that gross sales at Lonsdale Liquor went up for the seventh month in a row.

*Council Member Kodada*  
N/A

*Council Member Furrer*

Furrer mentioned that there was a Library Meeting scheduled for September 19<sup>th</sup> and a EDA meeting for September 20<sup>th</sup>.

*Council Member Pelava*

Pelava provided an update on the WELCO Hill project and upcoming Planning Commission discussion items. He also provided an update on building permits statistics.

*Mayor Rud*

Rud excitedly announced that the City of Lonsdale received a State Department of Employment & Economic Development (DEED) infrastructure grant for \$1.5 million for the new Garfield Avenue Business Park. He thanked City Staff for submitting a grant application that beat out over 90 other project applications. Rud said that the new business park should bring good jobs and livable wages to Lonsdale. He mentioned that City should somehow officially thank and involve Governor Dayton and District 25B Representative Kelby Woodard for their part in approving Lonsdale's grant application.

Rud also mentioned that New Prague's 2012 Dozinky Days Community Festival was being held over the upcoming weekend.

## **12. ADJOURNMENT**

A motion was made by Furrer 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 8:15 pm.

Respectfully Submitted:

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Joel A. Erickson, City Administrator