

**Lanesboro City Council**  
**Regular Meeting**  
**Monday, January 4<sup>th</sup>, 2016**  
**5:30 p.m.**  
**City Council Chambers**

**Present:** Jason Resseman, Autumn Johnson, Robin Krom, and Tom Smith

**Absent:** Tom Dybing

**Visitors:** Michael and Char Brown, Theresa Coleman, Shirley Mulder, Bretta Grabau, Michael Charlebois, Darla Taylor, Bill Swanson, Hannah Winnert, and Tom Manion

**Regular Meeting:**

Mayor Krom called the Regular Meeting to order at 5:30 p.m.

- A. Agenda:** Member Resseman made a motion to approve the Agenda as submitted with the additions of: Election of the Mayor Pro tem, Fire Department Gambling Authorization, Festival Name, and Brewery under Miscellaneous. Motion seconded by Council Member Smith. Motion carried all in favor.
- B. Consent Agenda:** Mayor Krom asked to have item 4 –Resolution 2016-02 be removed from the consent agenda. Council member Smith asked to have item 7 – Temporary Liquor Licenses for Lanesboro Art be removed from the consent agenda.
- Minutes of the Regular Meeting, December 7<sup>th</sup>, 2015
  - Accounts Payable
  - Resolution 2016-01 – Designating an Official Depository
  - Resolution 2016-03 – Appointing Fire Department Officers
  - Holiday Schedule for 2016

Council member Resseman moved to approve the remaining items of the consent agenda as submitted. Motion seconded by Council Member Smith. Motion carried all in favor.

**Committee/Commission Reports:**

- A. Library:** Mayor Krom noted that the library continues to exceed their circulation goals.....
- B. Museum:** No update was available.
- C. Ambulance:** Director Benson was not available to give a report. Administrator Peterson noted that there had been 88 Ambulance calls last year, as well that the Ambulance is looking into possibly going to electronic run sheets rather than the hand written documents.
- D. Public Utilities:** Commission member Theresa Coleman noted that Public Utilities Commission had adopted a policy for Renewable Energy which contains policy for net-metering. The PUC had also passed on a possible zoning ordinance for Renewable Energy to the Planning & Zoning Commission. Commissioner Coleman also stated that they had met with Davy Engineering with regards to possible sites for a Waste Water Treatment Plant. During this meeting three different sites were identified, to which more research will be done on the possibility of each site.
- Mayor Krom addressed the commission appointment, inviting the applicants to introduce themselves to the council. Applicant Char Brown was the only applicant present, for this reason she declined the offer stating that she felt it would be better to have all of the applicants present in order to be fair. She advised that the Council invite all the applicants to the next meeting. Council member Smith motioned to table the discussion until next month. Council Resseman seconded the motion. Motion carries all in favor.

- E. **HPC:** No update was available.
- F. **Planning and Zoning:** Council Resseman noted that at the regular meeting the board discussed the possibility of working with St Mary's GIS program to create maps for the City. He also noted that representatives from 2 Rivers Brewery were on hand to discuss the possibility of relocating their business. Administrator Peterson also noted that the board is in the process of evaluating the current ordinances along with ones that were updated in 2002 however were never passed by the council.
- G. **Park Board:** No update was available.
- H. **EDA:** No update was available.
- I. **Lanesboro Chamber of Commerce:** Business director Shirley Mulder noted that the Visitor Guide is currently being printed and that there is now a new calendar which is mobile friendly. She also mentioned that the Chamber of Commerce is holding its annual meeting on Wednesday, January 20<sup>th</sup>, 2016 at 7:00 p.m.
- J. **Fire Department:** Administrator Peterson shared the information from Chief Wagner regarding the possibility of purchasing a used fire truck. Chief Wagner has received an offer to purchase the 2001 for \$150,000 from the City of Chatfield. The truck currently has 700 hours and 8000 miles on it. The foam is currently not working on the truck; however we have had a mechanic assess the problem. Chief Wagner has also verified that the truck will fit into the fire hall. A new truck would have to be custom made in order for it to fit in the fire hall. The truck will be available in November of 2016. Chief Wagner has also estimated that we will be able to sell our 1992 truck for \$30,000. Council member Smith noted he felt this was an extremely good deal; he motioned to approve the purchase of this truck. Council member Resseman seconded the motion. During discussion council member Johnson voiced concerns regarding applying for grants to purchase a new truck. Administrator Peterson noted that we will be applying for grants to replace another truck. Motion carries all in favor.
- K. **Street Department:** Mayor Krom shared the message from Street Superintendent Andy Drake regarding a desire to change the department name from Street Department to Public Works Department. Council member Resseman motioned to approve the department name change to Public Works. Mayor Krom seconded the motion. Motion carries all in favor.  
Administrator Peterson thanked Superintendent Drake for his years of service and dedication to the city; he had celebrated his 25<sup>th</sup> anniversary this year.

#### **Community Interest:**

- A. **Michael Charlebois:** Mr. Charlebois was present to discuss the issue of the erosion behind the Riverside on the Root Property. He gave a detailed report regarding the history of the issue, sighting council minutes. He believes the initial work that was agreed to was never completed. Administrator Peterson will research the original contract and contact the contractor to verify the information. Attorney Manion noted that there should have been a checklist, along with a certificate of completion. Mr. Charlebois has received one quote, and would be willing to get one more. It is estimated that it will require 10-15 tons per truck load and 5-7 loads of riprap to correct the erosion problem.

#### **Regular Business:**

- A. **Maintenance Worker Position:** Administrator Peterson relayed that there had been 15 very qualified applicants, to which Deputy Clerk Darla Taylor had voided of all personal information before sharing them with herself and the rest of the interview committee. At that time the committee chose the applicants that would be interviewed. Interviews will be conducting Wednesday, January 6<sup>th</sup>, 2016. Council member Smith questioned if others can be present at the interviews. It was noted that it would not be an opening meeting.
- B. **Consideration of updating Employee Policy – Employee Drug Testing:** Mayor Krom advised at the possibility of creating a policy for drug and alcohol testing for employees of the city. Administrator Peterson noted that a staff member had inquired with regards to this. She felt that it would be a beneficial policy for the city. It was asked that Peterson work with Attorney Tom Manion to create this policy and present at the next council meeting.
- C. **Employee Short Term Disability Insurance changes:** Administrator Peterson asked if this item could be tabled until next month due to the fact she is currently working acquiring quotes for health insurance and would like to

be able to present an entire benefits package to the council for review. Council member Johnson motioned to table the item. Council member Resseman seconded the motion. Motion carries all in favor.

- D. Committee Liaison Schedule:** Mayor Krom announced the need for liaisons to the various commissions asking if the council members would like a chance to attend another board from what they are currently on. Council member Resseman stated in the essence of new ideas he would like someone else to serve on the EDA. At this time it was also discussed that the Public Utilities Commission should also have a liaison. Council member Resseman motioned to approve appointing a liaison to the Public Utilities Commission. Mayor Krom seconded the motion. Motion carries all in favor.

Council member Johnson motioned to approve the following liaisons:

EDA – Tom Smith; LPU – Jason Resseman; Library – Robin Krom; Park – Autumn Johnson

Mayor Krom seconded the motion. Council member Resseman voiced concern over the meeting time of the Public Utilities Commission meeting. Currently they are meeting during business hours; which makes it difficult for some to attend. Administrator Peterson noted that once the third commission member is appointed, the time of the meeting would be decided. Council member Johnson also voiced concern over staff time during after business hours meetings. Motion carries all in favor.

**E. Continued Business:**

- a. **Golf Cart Ordinance:** Council member Resseman made a motion to indefinitely table the Golf Cart Ordinance, stating there had been no information gathered since the last meeting. Further discussion was had regarding the importance of such an ordinance. Member Johnson noted the importance of adding a clause to the proposed ordinance that the operator must hold a valid driver's license. Attorney Manion will update the proposed ordinance and present it at the February Council meeting. It was also noted that a fee schedule is needed, as well the permit will renew annually. Council member Resseman did then rescind his motion.
- b. **Ambulance Shed:** Administrator Peterson noted there were not any new findings.
- c. **Sidewalk – Fillmore Ave S:** Mayor Krom stated he and Council member Johnson had walked the street in question and reviewed the crack in the sidewalk. Further discussion stated that they did not feel it was a safety issue, as the walk was still passable. Council member Resseman motioned to recommend not repairing the sidewalk, to take no action. Mayor Krom seconded the motion. Motion carries all in favor.
- d. **Sewer Rate Increase:** Council member Smith recommends postponing the Sewer Rate increase. Mayor Krom noted that the increase was to help build reserves for the Sewer Fund. LPU Commission member Coleman also noted that the decision to raise the rates came from our financial advisor; as well the commission had made the decision not to raise the sewer rates at the same time as the water rates were increased. Council member Smith motioned to table the Sewer Rate Increase until after the Audit review this spring. Council member Johnson seconded the motion. Motion carries, all in favor.
- e. **Intersection of Parkway Ave and Elmwood Street:** Administrator Peterson shared some sample drawing done by engineers with MnDOT regarding the intersection of Parkway and Elmwood. The drawings showed curb changes to create a square intersection, along with bump out curbs, as well a change in the bike path all into insure safety in that intersection. Member Resseman motioned to approve Administrator Peterson looking further into this project to find if funding was available. Mayor Krom seconded the motion. Motion carries all in favor.

**F. Miscellaneous:**

- a. **Election of Mayor Pro tem:** Member Johnson motioned to nominate Member Tom Dybing for the position of Mayor Pro tem. Member Resseman seconded the motion. Motion carries all in favor.
- b. **Fire Department Gambling Authorization:** Member Johnson motion to approve the resolution for Fire Department Gambling Authorization. Mayor Krom seconded the motion. Motion carries all in favor.
- c. **Festival Name:** Mayor Krom discussed the idea of recreating a winter festival in Lanesboro. He also noted that there was discussion about creating a committee to help coordinate resources. The City had reached out to the school in an effort to involve the students in naming the festival. Several options were given to the City. Member Johnson motioned to approve the title of "Burr-o-fest." Member Resseman seconded the motion. Motion carries all in favor.

- d. **Resolution 2016-02 – Designating the Official Newspaper:** Member Resseman motioned to approve the resolution for Designating the Official Newspaper to the Fillmore County Journal. Member Johnson seconded the motion. Motion carries all in favor.
- e. **Temporary Liquor Licenses for Lanesboro Arts:** Member Smith noted that the locations of the events were not listed on the applications for license. Also noting concerns for sales tax and liability issues. Member Johnson motioned to approve the licenses for Feb, April, May, June, August if the location was the Lanesboro Arts or the St Mane Theater, as well the application for October if the location was the Lanesboro Community Center. Member Resseman seconded the motion. Motion carries all in favor.
- f. **Brewery:** Administrator Peterson had been presented with the question of the brewery needing an official letter from the City noting the City was aware of the brewery applying for federal and state licenses. Member Resseman also noted that the individuals from the Brewery had come forward and spoken with different committees to ensure things were being done correctly. Mayor Krom motioned to approve Peterson to create such a letter. Member Johnson seconded the motion. Motion carries all in favor.

**Next Meeting: Monday, February 1<sup>st</sup>, 2016 at 5:30 p.m.**

**ADJOURN:** Council Member Smith moved to adjourn at 7:00 p.m. Motion seconded by Council Member Resseman. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk