

Lanesboro City Council
Regular Meeting
Monday, March 7, 2016
5:30 p.m.
City Council Chambers

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

Absent: None

Visitors: Attorney Tom Manion, Michael and Char Brown, Shirley Mulder, Brian Malm, Hannah Wingert, Phil Bailey, Lori Bakke, Chase Bakke, David Bakke, Kim Berekvam, Rick Lamon, Joe Deden, Bretta Grabau, Tara Johnson, Liz Buchiet, Michael Seiler, and Jamie Knutson.

Regular Meeting:

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

A. Agenda: Member Johnson made a motion to approve the Agenda as submitted with the additions of: Farmers Market to the top of Committee Reports, Turkey Federation, and the City Website under miscellaneous. Motion seconded by Council Member Dybing. Motion carried all in favor.

B. Consent Agenda:

- Minutes of the Regular Meeting, February 1, 2016
- Accounts Payable
- Abbreviated Version of Renewable Energy Ordinance for Publishing
- Buffalo Bill Days: Liquor License for Beer and brat tent, Liquor license for Fire Department, Gambling license for Raffle ticket, and approval of parade route
- Lodging license renewal for 2016
- MED Compass – Hearing testing for staff

Council member Johnson requested the minutes of February 1st, 2016 be removed from the consent agenda. Member Resseman moved to approve the consent agenda. Motion seconded by Mayor Krom. Motion carried all in favor. Council member Johnson suggested changes to the minutes: Under Committee Reports item G, change the work comprehensive to concept; Community Interest item B, item was not tabled minutes should reflect item was not discussed; Under regular business item A (Lanesboro Planning) Mayor Krom did not abstain, change wording to show Krom voted in favor of the motion; also in item A change wording from development plan to concept plan. Member Dybing motioned to approve the minutes with the above changes, Member Resseman seconded the motion. Motion carried all in favor. Member Dybing motioned to close the Regular meeting and open the Public Hearing. Member Resseman seconded the motion, motion carried all in favor.

Public Hearing: Called to order at 5:40 p.m. Attorney Tom Manion gave the supporting information as to why the Conditional Use Permit was being applied for, noting that the current zoning did specifically allow or disallow a distillery. For this reason he felt that a conditional use permit would allow for the distillery. The first concern brought forward was regarding smell. Phil Bailey was present to explain, noting he will not be generally being using an open fermentation process (except for a few recipes). He stated that the open fermentation process is what creates the odor. The second concern was for any bi product that would or could be put down the sewer. Mr. Bailey stated that in a worst case scenario if he had to release an entire batch that would be 80 gallons of water. It was also discussed the content of the bi product would need to be reviewed by LPU, in order to verify the system would not be compromised. Next parking was discussed, to which it was noted that there is ample parking across from the building. Finally the hours of operation were discussed; Bailey stated the distillery would be run from 6 a.m. until 1 or 2 in the afternoon. The cocktail room would remain open until approximately 9 p.m. The issue of proper licenses was also discussed, it was noted that once

the federal and state licenses were approved, the business owners would then need to apply for licenses from the City. Member Johnson moved to approve the conditional use permit with the following conditions: LPU review the bi product and verify amounts, all state and federal guidelines are followed, and that the noise ordinance is followed. Member Dybing seconded the motion. Motion carries all in favor. Member Johnson motioned to close the Public Hearing and reopen the regular meeting at 5:58 p.m... Member Resseman seconded the motion. Motion carried all in favor.

Committee/Commission Reports:

- A. Farmers Market:** Manager Stena Lieb was present to update the Council. Lieb noted that the board will be purchasing a blanket insurance policy from the MN Farmers Market Association in an effort to allow other vendors that could not previously purchase insurance on their own. The cost for the policy will be \$260 annually plus a membership fee. The Farmers Market will be having an informational meeting on Saturday March 19, 2016. Potential members will need to complete an application and be in compliance with state rules and regulations. The Farmers Market will run on Saturdays from 9 a.m. until 12 p.m.
- B. Library:** Library Director Tara Johnson discussed an upcoming author coming to Lanesboro on March 29, 2016. She reported that circulation was continuing steady. The Library board is currently working on updating the strategic plan as well as policies. The Library continues to work with the School and the Park Board on the Reading Garden.
- C. Public Utilities:** Commissioner Coleman noted that the LPU will be conducting a line loss study; as well the commission is discussing a rate study and a possible conversion study to upgrade the existing electrical system. LPU will also be reviewing the REU charge, using the data from 2015. Coleman requested that Administrator Peterson send out the LPU budget for 2016 to the Council for their individual review.
- D. HPC:** Member Resseman noted the new members Vern Riddle and Mark Edwards. At the regular meeting they were presented with a Concept Plan presentation, as well continued discussions of historic properties and trees.
- E. Planning and Zoning:** Member Resseman stated that the commission had listened to a Concept Plan presentation, reviewed a building permit, as well continued discussion on ordinances and fees. It was noted that there was one applicant for the open seat on the commission. Member Resseman motioned to approve the appointment of Margaret (Peggy) Hanson to the Planning & Zoning Commission. Member Johnson seconded the motion. Motion carried all in favor.
- F. Park Board:** Administrator Peterson noted the Park Board is partnering with the school in an effort to completely renovate the basketball courts in Sylvan Park. The board also approved a project in the entrance to the Library to remove the existing flooring and place a ceramic tile. Finally the board approved the updating of the showers in the women's locker room, shower stalls will be removed and the floor will be tiled.
- G. EDA:** In reviewing the current ordinance governing the EDA, the EDA presented some possible changes. Attorney Manion will review statute and report back with changes can be made. There was one applicant for the open position on the EDA. Member Johnson motioned to approve the appointment of Elaine Edwards to the EDA. Member Resseman seconded the motion. Motion carried all in favor.
- H. Public Works:** Administrator Peterson noted that the Director Drake is searching out pricing on a mower as well as a new pick-up.
- I. Ambulance:** Member Johnson stated the departments desire to switch from hard paper copies of run sheets to an electronic version. Noting the improved privacy, speed of reporting, as well as total cost savings. The department also had discussed the issue of non-transport calls. They are requesting that if insurance will not pay the non-transport fee of \$250, the fee be waived. As well for the volunteers on a non-transport call will be paid \$25 rather than the transport call of \$39. Member Resseman motioned to approve the policy change of \$25 for a non-transport call. Mayor Krom seconded the motion. Mayor Krom and Members Resseman, Smith, and Dybing voted in favor. Member Johnson abstained due to the fact she is a volunteer on the ambulance service. Member Johnson motioned to approve waiving of the non-transport fee if insurance does not pay. Member Dybing seconded the motion. Motion carried all in favor.
- J. Lanesboro Chamber of Commerce:** Business Chamber of Commerce Director Shirley Mulder presented the update including: a board retreat the previous week, Sandy Kiel elected as President, board meetings will now be held the 4th Wednesday of the month at 9 a.m., and they are currently working on designing a new trail map.

Community Interest:

- A. **Parking:** Lori Bakke and Kim Berekvam were present to revisit the issue of 10 minute parking in the downtown district, specifically on Parkway Avenue. They did note that the 2 hour parking on Parkway Avenue has helped, although they feel there is still room for improvement. They requested 2-3 10 minute parking spaces be placed outside of Granny's Liquor and Gil B's restaurant to improve customer service. They presented the Council with a map of current signage along Parkway. Some suggestions were made, temporary signs and painting the curb. Other visitors also stated their support of this idea. There was one concern that the City Office had received however after further discovery the concern had been dismissed. Member Johnson noted her concern with the semi-trucks being parked on Parkway. Bakke stated that although they are working with distributors to come at less busy times, they are delivering for several establishments at the same time. She also stated the inability for the deliveries to be made in the back due to stairs at some locations. Member Dybing motioned to approve temporary signs be placed in two spaces on Parkway Ave S. Bakke and Berekvam will purchase the signs and place them out during business hours. Member Resseman seconded the motion. It was also noted that the Council would like to review the subject next fall, asking the business to keep track of any comments or concerns. Mayor Krom, Members Resseman, Dybing, and Johnson voted in favor. Member Smith voted no. Motion carries.
- B. **Phil Dybing – Solar Garden:** It was noted that it was extremely hard for the visitors to hear because of the blowing of air through the vents. Administrator Peterson will again try to rectify the situation before the next meeting. Dybing is proposing the idea of partnering with the City to create a Solar Garden on a 1.4 acre south facing lot that he currently owns. He would like to invite the Council, LPU, and Planning & Zoning to a site visit to review the possibilities. He also noted the possibility of fencing the area. He will need to further investigate how this may or may not affect his property taxes. It was noted that this lot would most likely have to be rezoned for such a project. Commissioner Coleman extended her concern that the lot is not currently in the service area for LPU, verification will need to be done with Tri-County Electric.
- C. **Char Brown – Climate Smart Municipalities:** LPU Commission member Char Brown presented the topic of Climate Smart Municipalities. Brown gave a very detail presentation covering the history of the program, as well what the LPU hopes to benefit from participating in this program. In order to complete the application Brown was asking for a letter of support from the Council, part of this also could provide funding for a legislature to participate in the project as well. There were several questions regarding the program from expense, to the involvement of Eagle Bluff. It was noted that it Eagle Bluff would be a partner in order to disseminate the information received. Commissioner Coleman noted that to the average Rochester utility's customer the program would cost \$.22, while here in Lanesboro it would cost the average customer \$20 over the three year period. Member Johnson motioned to approve the letter of support without the support for a legislature to participate. Member Dybing seconded the motion. Mayor Krom, Members Johnson and Dybing voted in favor. Members Resseman and Smith voted no. Motion carried.

Regular Business:

- A. **Tree Ordinance:** Discussion was had regarding the proposed update to the tree ordinance. Member Johnson noted that section 5 should be stricken from the ordinance. Other concerns were discussed regarding the complexity of the document. Mayor Krom motioned to table the discussion of the tree ordinance in order to allow for more discovery time. Member Resseman seconded the motion. Motion carried all in favor. Member Smith also questioned the ability to treat existing trees from disease, rather than incurring the expense to remove the trees.
- B. **Resolution Ordering Preparation of Report:** Brian Malm with Bolten & Menk Engineering was present to discuss the preparation of report; he also reviewed a possible time line for a project. Member Resseman motioned to approve the resolution ordering the preparation of report. Member Smith seconded the motion. Motion carried all in favor. Member Smith also voiced concern over the existing water main in Auburn, noting that there was a specific reason that had been left in place. Malm stated they would review all information. Malm also noted the firms past sewer treatment facilities projects in St Peter, New Prague, and Buffalo MN.
- C. **Lanesboro Arts Street Request:** Member Smith motioned to approve the request to park a "tiny" house on Parkway in front of the St Mane Theater for the time requested on the application. Mayor Krom seconded the

motion. Discussion was had stating to verify that all measure for safety would be taken. Motion carried all in favor.

- D. Staff Input:** Administrator Peterson noted that according to state statute the City should not be conducting business on Columbus Day. After referring with all staff members, the suggestion was made to follow statute, however request to also be closed the Friday after Thanksgiving. Member Resseman motioned to approve the closing on Columbus Day as a paid holiday, as well closing the Friday after Thanksgiving with staff using PTO. Member Johnson seconded the motion. Motion carried all in favor.
- E. SMIF Foundation Donation:** Member Resseman motioned to approve a \$250 donation to the Southern Minnesota Initiative Foundation. Mayor Krom seconded the motion. Motion carried all in favor.
- F. Drone Ordinance:** The idea of creating an ordinance regarding drones was discussed. Attorney Manion questioned the Council if they would like to ban drones or regulate them. It was noted that the Council would like to regulate them. Manion will research a possible ordinance to present next month.
- G. Social Media:** Member Resseman motioned to approve the creation of an announcement page on Facebook for the City of Lanesboro with Peterson as the administrator. Mayor Krom seconded the motion. Motion carried all in favor.
- H. Coffee Street Closure Request:** Member Krom motioned to approve the closure of Coffee Street East on Saturday May 14, 2016 from 8am-7pm, as well a portion of Coffee Street W and the Fire Hall will be used to accommodate a motorcycle ride making a stop in Lanesboro that same afternoon. Member Resseman seconded the motion. Motion carried all in favor. The idea of a weekly street closure of an event was discussed. It was noted that further information will be need in order to make a decision. Item will be discussed next month.
- I. Dam Information Update:** Mayor Krom gave an update with regard to the process for applying for funding for the Dam. Mayor Krom and Administrator Peterson had approached the County Board of Commissioners requesting support for the funding of the dam. The County Board unanimously passed a resolution of support for the dam. Krom, Peterson, and member Johnson have scheduled meeting with the Senate for Monday March 14th and the House on Tuesday March 15th. In addition surrounding communities have been asked to also pass a resolution of support for the dam, in order to show the regional support for the renovation of the dam.
- J. Continued Business:**
 - a. Golf Cart Ordinance:** Member Resseman motioned to approve the ordinance as presented with a permit fee of \$20 annually. Mayor Krom seconded the motion. Motion carried all in favor.
 - b. Turkey Federation:** Member Johnson motioned to approve the Gambling Permit as well as the Liquor License for Turkey Federation. Member Dybing seconded the motion. Motion carried all in favor.
 - c. City Website:** Member Johnson noted the Lanesboro 101 document listed on the website was not update, as well voiced concerns with regarding the listing of businesses for sale. Member Resseman motioned to remove the two items from the website, until the 101 document was updated, and that the Council and EDA discuss the business listing topic. Member Johnson seconded the motion. Motion carried all in favor.

Closed Meeting: Mayor Krom closed the regular meeting at 8:37 p.m. for a property discussion.

Next Meeting: Monday, April 4, 2016 at 5:30 p.m.

ADJOURN: Council Member Johnson moved to adjourn at 8:45 p.m. Motion seconded by Council Member Resseman. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk