

Lanesboro City Council
Regular Meeting
Monday, April 6th, 2015
5:30 p.m.
City Council Chambers

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

Absent: Robin Krom, Tom Manion

Visitors: None

Regular Meeting:

Mayor Pro-Tem Dybing called the Regular Meeting to order at 5:30 p.m.

- A. Agenda:** Mayor Pro-Tem Dybing asked if there were any additional items to be added to the agenda. Administrator Todd advised the Council that there were no additional items to add at this time. Council Member Resseman made a motion to adopt the agenda. The motion was seconded by Council Member Johnson. Motion carried all in favor.

- B. Minutes:** Council Member Smith moved to approve the minutes of the regular Council meeting from March 2nd, 2015. Motion seconded by Council Member Johnson. Motion carried all in favor.

Committee/Commission Reports:

- A. Library:** Library Director Tara Johnson advised the Council of the Library Board meeting that took place March 18th, 2015. She discussed the 2014 Annual Report Submission, circulation reports, door count (people who entered the Library) and thanked the Council for their support of the Library. In 2014 the Library had 1046 registered borrowers, 14,176 visitors to the library, 24,608 book, e-book, and movie checkouts, 18 children's story times, and 13 family events.

- B. Ambulance:** Ambulance Director Deane Benson advised the Council that the ambulance personnel delivered a baby on one of the last runs in April, 2015 and that it was successful with no complications. He indicated that mother and child were doing well and they publicly thanked the Lanesboro Ambulance Service for their expertise and professionalism during the delivery. Benson also advised the Council that the Lanesboro Ambulance Service had received plans for a new Ambulance Shed and that he wanted the Council to be apprised that they are seeking ways to funds the project moving forward.

- C. Public Utilities:** LPU Commissioner Coleman briefed the Council on the March 2015 PUC meeting. Coleman stated that they had addressed concerns from the Lanesboro Golf Board about their assigned REUs for the year. The PUC advised that they would revisit the REUs for the golf course after the first year predicated on water conservation measures the golf course should implement. Additionally, the PUC fielded questions regarding protocol for posting meetings of the PUC as well as other questions regarding budget, wages, and REUs for public buildings. The PUC also addressed water loss relief

for a property that had a pipe burst within the home. The PUC also addressed replacement of two fire hydrants on the “flats” and Circle Drive water connections.

- D. **HPC:** Administrator Todd advised the Council that the HPC addressed permits for improvements from Jon Pieper for Old Village Hall Restaurant, Granny’s Liquor signage, as well as improvements to the High Court Pub.
- E. **Planning and Zoning:** Council Member Dybing provided the Council and update for the P&Z meeting that took place in April. He advised that the Commission addressed building permits for Sam Keasling and Tony Semmen and Scott and Angie Taylor for Pedal Pushers Restaurant. Likewise, the Commission is still discussing a Chicken Permit for Blaine and Sarah York. Similarly, there was a request for zoning change from R-1 to R-3 for John Hungerholt in the 200 block of Ashburn Street. A public hearing will be set for May, 2015.
- F. **Park Board:** Council Member Johnson provided the Council with an update of the Park Board meeting. The Park Board addressed putting in a Ga-Ga Ball pit in Sylvan Park; this was due to the local Girl Scout Troop request. The Park Board also discussed improvements to the basketball courts, Sylvan Park Road, and a Beautification Committee request for aid in hanging the flower baskets and watering responsibilities.
- G. **Lanesboro Chamber of Commerce:** No report.
- H. **Fire Department:** No report.
- I. **EDA:** Council Member Jason Resseman provided the update on the EDA meeting that took place April, 2015. The EDA has finalized the Commonweal Theatre advertisement to be placed in the programs for the upcoming season. Likewise, the EDA has had the entire remaining window clings removed from the business storefront windows that had requested the removal. The EDA is working on a welcome letter for new residents and business owners; revisions are forthcoming. Lastly, the EDA met with potential new business owners who are interested in opening a distillery in the old Root River Ag building. The EDA welcomed them and provided information regarding City services and potential funding sources.

Regular Business:

- A. **Accounts Payable:** Council Member Resseman made a motion to approve the payables as presented. Motion was seconded by Council Member Smith. Motion carried all in favor.
- B. **1st Quarter Financial Report:** Administrator Todd advised the Council that the Q-1 financial report was made available and there were no issues of concern. Todd asked the Council to look through the document and if there were any questions, he would be glad to answer them.
- C. **Parking Committee Recommendations:** Council Member Johnson advised that the parking committee had met and discussed making Parkway Avenue, from County Road 8 to Coffee Street a two-hour parking zone. Likewise, there was some discussion about adding handicapped parking spots to the Old Milwaukee Road as well as Coffee Street in front of the bank.
- D. **Draft City Ordinance-Designating Two Hour Parking on Parkway Avenue:** This issue was tabled due to the absence of City Attorney Tom Manion and Mayor Robin Krom at this meeting.
- E. **Lodging License Renewals:** Administrator Todd provided a spreadsheet to the Council that put forth all of the lodging licenses (B&Bs and Others) up for renewal. Motion was

made by Council Member Dybing to approve the aforementioned licenses for renewal. Motion was seconded by Council Member Smith. Motion carried all in favor.

F. Personnel Policy Revisions/Updates-New Timesheet-Life Insurance Increase:

Administrator Todd advised the Council that there need be revisions to the Lanesboro Personnel Policy Manual in the areas of reporting hours worked. Todd advised that the current system forced staff to estimate hours worked over the weekend; the revision allowed staff to report actual hours worked rather than estimate. This required a new timesheet be implemented and utilized by staff so that actual hours worked would be reported. Similarly, this would require a change of payday from Mondays to Tuesdays. Additionally, Todd requested the Council allow him to increase the life insurance offered to employees from \$10,000 to \$20,000. The current amount the City pays for life insurance would increase by \$4.40 per employee per month (the standard is \$4.40 per employee per \$10,000 of coverage). Motion was made by Council Member Resseman to implement the changes to the personnel policy and to increase the life insurance amount offered to employees to \$20,000. Motion was seconded by Council Member Johnson. Motion carried all in favor.

G. MnDOT Information Meeting Reminder-Inspiration Point: Administrator Todd advised the Council that there will be a public meeting regarding improvement to the Inspiration Point roadside overlook next week in Council Chambers. Anyone wishing to attend is welcome.

H. HPC Appointment/Applications: Administrator Todd advised the Council that he received two applications for appointment to the HPC; One from Sue Harris of Anna V's B&B and one from Gordon Tindall. Todd advised that both have unique capabilities and insight as well as a desire to serve on the board. Council discussed potential issues with having a husband and wife on the board at the same time (Val Tindall currently serves on the HPC and is the wife of Gordon Tindall).

I. Resolution 2015-13-Appointing an HPC Member: Council Member Tom Smith made a motion to appoint Sue Harris as the new member of the HPC to assume the appointment and term vacated by Marlin Miner. Motion was seconded by Council Member Resseman. Motion carried all in favor.

J. Miscellaneous: Administrator Todd reminded the Council about the Local Board of Adjustment and Equalization meeting to be held on April 13th, 2015 from 5:30 p.m. to 6:00 p.m. Todd reminded Council that there need be a quorum for this meeting.

Next Meeting: Monday, May 4th, 2015 at 5:30 p.m.

ADJOURN: Council Member Resseman moved to adjourn at 7:30 p.m. Motion seconded by Council Member Johnson. Motion carried all in favor.

Respectfully Submitted,

David Todd
City Administrator