

Lanesboro City Council
Regular Meeting
Monday, April 7th, 2014
5:30 p.m.
City Council Chambers

Present: Tom Dybing, Ceil Allen, Keith Eide, Steve Rahn and Tom Smith

Absent: None

Visitors: Tom Manion, City Attorney

Regular Meeting:

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

- A. Agenda:** Administrator Todd stated that he would like to add items to the agenda. These items would be added under miscellaneous and include: Council approval for gambling and liquor licenses for Buffalo Bill Days, Council approval to seek quotes for a new mower for the Parks Department, Council approval to put together a street repair plan for upcoming street improvements. Council Member Dybing made a motion to adopt the agenda with the additions to be discussed under miscellaneous. The motion was seconded by Council Member Eide. Motion carried all in favor.
- B. Minutes:** Council Member Allen moved to approve the minutes of the March 3rd, 2014 meeting without corrections. Motion seconded by Council Member Dybing. Motion carried all in favor.

People with Interest before the Council:

A. Phil Dybing: Request for 30 Minute Parking Space & Brush Dump Concerns:

Mr. Dybing requested the Council to grant a 30 minute parking restriction for an existing diagonal parking space adjacent to the Lanesboro Local building. Mr. Dybing stated that he felt it was necessary for patrons of the food store to be able to park close to the building rather than have to walk several blocks to get groceries. He stated that there is currently one space designated as a 30 minute space in front of the building (parallel parking spot) but he indicated that a subsequent angle parking spot was needed. Mayor Rahn stated that he felt that there was a need as well and stated that parking in the downtown area in the summer time was difficult at best. He stated that for customers of the store to be able to park in close proximity made sense. Mayor Rahn made a motion to allow Mr. Dybing to place a 30 minute parking restriction sign on the first angle parking spot in 100 block of West Coffee Street., on the north side of the road adjacent to the Lanesboro Local building. Motion was seconded by Council Member Allen. Motion carried all in favor.

Mr. Dybing also addressed a concern regarding the brush dump, located by the softball field in close proximity to downtown. Mr. Dybing stated that he felt strongly that the City should relocate the brush dump or at a minimum look into different ways to burn the yard waste and brush brought into the site. He stated that the site often smolders for several days and casts a hue of smoke throughout the downtown area. He stated that this was not the image that Lanesboro should portray as a tourist destination. He indicated that he sought a few remedies to this situation and none were really cost effective. He stated that the only real solution to the issue was to look into moving the brush dump south of town so that the smoke did not impact the area. No action was taken by the Council at this time.

B. Jennifer Rodgers: Request for Alley Closure for Graduation Party:

Mrs. Rodgers requests that the City allow her to close off a section of alleyway in front of her residence, located at 205 Sheridan West, so that they could host a graduation party on June 1st, 2014. Motion was made by Council Member Eide to allow Mrs. Rodgers to close a section of the alley for the gathering. Motion was seconded by Council Member Dybing. Motion carried all in favor.

C. Jason Resseman: Request for Street Closure for Block Party:

Mr. Resseman requested the Council approve closing Fillmore Ave. S. from Sheridan Street to Whittier Street, from August 31st to September 1st (Labor Day) for a block party. Mayor Rahn advised that the barricades should be non-permanent and have the ability to be moved should emergency trucks need to get to an address. Resseman stated that he would set up and remove the barricades himself if the City would provide them. Motion was made by Council Member Dybing to allow the street closure at the aforementioned location as well as the aforementioned time, with Mr. Resseman setting up and removing the barricades at the end of the event. Motion was seconded by Council Member Eide. Motion carried all in favor.

- D. Barbara Keith: Request to Block Two Parking Spaces in front of the St. Mane Theater (Street Dance):** Barbara Keith requests that the Council allow her to block off two parking spaces in front of the St. Mane Theater for approximately 1.5 hours so they could host a street dance after the "Over the Back Fence" production. Council Member Allen made a motion to approve the request. Motion was seconded by Mayor Rahn. Motion carried all in favor.

Committee/Commission Reports:

- A. Library:** Administrator Todd provided the Council with an update of the Library Board meeting from March 19th, 2014. There is an opening on the Friends of the Library Board and the Library is seeking volunteers for the book sale. Additionally, the Library is seeking the use of the softball field for the Rhubarb Run on June 6th. Motion was made by Mayor Rahn to allow the use of the softball field for the Rhubarb Run. Motion was seconded by Council Member Allen. Motion carried all in favor.

- B. Ambulance:** No Report.
- C. Public Utilities:** Administrator Todd provided the Council with an update of the PUC meeting that took place on March 17th, 2014. Todd stated that the PUC addressed the need to replace the aging backhoe and was advised of a quote obtained from Titan Machinery. PUC Chair Evenson stated that he would rather wait to see what the outcome of the Legislature's decision on Bonding for the Dam provided. He stated that the PUC would revisit the backhoe issue at their next meeting. Todd stated that the PUC also approved the purchase of a new computer for the Deputy Clerk at a cost share with the City (30% City and 70% PUC). Todd also advised the Council regarding a preconstruction meeting with Mark J. Traut Well Inc. who will be constructing the new well site for the City. During the meeting, it was noted that there would be a delay in starting the project due to the MNDOT road ban for heavy equipment and also due to the lack of firmness of the ground due to the snow melt. The PUC was advised that due to the mud, the ground would not allow heavy equipment on site just yet. Lastly, the well site has an old barn that needs to be removed. This represents a cost saving measure to the City if we can find someone willing to remove the structure prior to the contractor finishing the project. Phil Holtergaard has requested to remove the barn for the materials at no cost to the City. Motion was made by Council Member Dybing to allow Mr. Holtergaard to remove the structure, including the block foundation, prior to completion of the project or work with the contractor to remove the structure prior to completion. Motion was seconded by Council Member Eide. Motion carried all in favor.
- D. HPC:** No meeting.
- E. Planning and Zoning:** Council Member Dybing provided the update of the Planning and Zoning meeting that took place on March 19th, 2014. Dybing informed the Council that the Planning and Zoning Commission addressed two building permit requests; one from Jason Resseman for a patio and one from Bill and Rita Ward for a garage. The P&Z Commission approved the permit for Mr. Resseman for the patio. They did not approve the permit for the Wards due to zoning restrictions and ownership. The Ward's do not currently own the property and therefore had no standing to file the permit.
- F. Park Board:** Administrator Todd provided update to the Council regarding the Park Board meeting that took place on March 11th, 2014. Todd stated that an update to the playground equipment project included attendance at the School Board meeting on March 20th, 2014 in which Mr. Colvin and I would address the Board regarding the structure and subsequent budget. (More information to follow). The Park Board received a resignation of long-standing member Mr. Orville Amdahl and Todd stated that issue will be addressed later in this meeting. The Board also addressed the issue of dogs in the park, indicating that they prefer that there are no dogs allowed in the park and some signage to reflect this. Todd stated that current ordinance does not preclude dogs in the park but rather mandates they be on a leash. Todd advised the Council that Park Director Drake had received quotes on maintenance issues within the park (tile for the community center, dairy board for the bath house, and new signage reflecting the updated camping fees) and will be addressed at a subsequent Council meeting.
- G. Lanesboro Chamber of Commerce:** Executive Director Slinde updated the Council regarding the Chamber's annual retreat. The focus of the retreat was to promote tourism and partnerships with the EDA, City, and the Chamber. She indicated that the

focus of the partnership should be to address overlap and combine vision for the direction of the City.

H. Fire Department: No Report.

Regular Business:

- A. Accounts Payable:** Council Member Smith made a motion to accept the payables as presented. Motion was seconded by Council Member Dybing. Motion carried all in favor.
- B. Phil Dybing:**
- 1: Parking Spaces:** The Council took action regarding the parking spaces and affirmed the addition of one additional 30 minute space for the Lanesboro Local building earlier in the meeting
 - 2: Brush Dump:** Council declined to take action regarding the brush dump at this time.
- C. Ron and Kathy Kasten: Sandwich Board Permit for Ice Cream Shop:** Administrator Todd advised the Council that a request was submitted to City Hall for a sandwich board permit for the Ice Cream Shop. Todd advised that the \$25.00 fee had been collected and the proper paperwork filed. Todd stated that he realized after submitting this to the Council that the request needed to go before the Planning and Zoning Commission instead. Todd asked to have the Council remove the item from the agenda. No action or discussion was undertaken on this matter. The matter was referred to the P&Z Commission.
- D. Orville Amdahl: Resignation from the Park Board (Vacancy):** Administrator Todd advised the Council that Mr. Orville Amdahl, a long standing member of the Lanesboro Park Board had tendered his resignation effective immediately. Todd asked the Council for permission to place an advertisement in the paper to fill the vacancy. Todd also stated that he would place a 'Thank You' in the paper as well, thanking Mr. Amdahl for his service to the community. Motion was made by Council Member Allen to allow Todd to advertise for the open position and to place a "Thank You' ad in the paper. Motion was seconded by Council Member Dybing. Motion carried all in favor.
- E. EDA Advertising: Historic Decals on Grocery Store Building (EDA Budget):** The Council was advised that the EDA planned to move forward with a plan to address the empty storefront windows for the former grocery store building. The plan is to implement an applique depicting historic scenery onto decals placed on the windows of the vacant buildings. The plan calls for building owner consent and the fee for the appliques will be paid for by the City through the EDA budget. The plan stipulates that the decals be removed upon consensus of the owner of the building (after being in place for one year), the sale of the building, or the decals fall into disrepair. The cost of the decals for the two windows addressed is around \$1,600.00. Motion was made by Council Member Smith to approve the EDA plan and the subsequent amount of the decals. Motion was seconded by Council Member Allen. Motion carried with Council Members Dybing and Eide voting aye and Mayor Rahn voting against the motion. Mayor Rahn indicated that he believed the owners of the building should contribute to the cost of the decals.

- F. Church Hill Condos: Dan Anderson Possible Petition for Vacating a Portion of the Street Forthcoming:** Administrator Todd advised the Council that there may be a request for a street vacation presented on behalf of The Church Hill Condominium board in the near future. Todd advised that Dan Anderson had requested paperwork to file to request a street vacation of a portion of Fillmore Street near the Church Hill Condominium building. Council Member Smith inquired as to whether it would be more beneficial to simply sell the portion of the street to the Church Hill board. City Attorney Tom Manion advised that the City could not see property that it did not own and further stated that during a vacation, the property is divided between abutting land owners. Todd stated that it would be premature to speak of a request for vacation that had not been submitted yet. Further, it would still need to satisfy the public purpose requirement. No action was taken by the Council regarding this matter.
- G. Sarah Pieper: Girls Day Out May 3rd, 2014:** Sarah Pieper was on hand to request the Council allow the Girls Day Out event Committee to proceed with blocking portions of the sidewalk for a walking fashion show, a few sale items and sandwich boards, and music to be played during the daytime of the event. Pieper stated that this would be the third year for the event and so far it has been a success. Todd advised there may be an insurance requirement but that it may be up to the individual businesses to carry the rider on their own policies. Council directed Todd to look into this and report back to Pieper. Motion was made by Council Member Dybing to allow the blockage of the sidewalk, music, and sale items and sandwich boards for the event. Motion was seconded by Mayor Rahn. Motion carried all in favor.
- H. Office Equipment: Dell v. HP Computer System (Cost share with the PUC):** Administrator Todd advised the Council that the Dell quote came in as the least expensive option with the same system requirements as the HP quote. Todd stated that the City's share of the cost share agreement would be around \$480.00. Todd advised that the equipment had already been purchased and all files transferred and it was working perfectly. Todd indicated that the cost share amount will be reflected on the next round of payables.
- I. Backhoe Quotes: John Deere and Case:** Administrator Todd stated that he received quotes from John Deere and Case and that the Case quote was the better price option. Todd stated that the PUC deferred this issue until the Legislature made a decision on the Bonding issue for the Lanesboro Dam. Todd indicated that he would reintroduce this issue at the next PUC meeting because the backhoe is in need of repair and each day we use it, it decreases in trade in value. There will be more information to follow after the PUC Meets.
- J. Mark J. Traut Wells Inc Preconstruction Meeting Update:** Administrator Todd advised the Council that issues of importance regarding the meeting with the contractor were in regards to start and completion times and schedule. Todd stated that the MNDOT road ban and mud issues at the site will likely push the start time for construction back a few weeks. Likewise, the old barn located at the well site needs to be removed. I was advised by Phil Holtergaard that he would remove the structure at no cost to the City if

he were allowed the keep the materials. Motion was made by Council Member Dybing to allow Holtergaard to demo the barn and keep the materials as long as he was able to do so immediately and finish as soon as possible or work with the contractors on site to remove the materials without disturbing construction of the well. Motion was seconded by Mayor Rahn. Motion carried all in favor.

K. Training Request MCFOA: MMCI April 28th to May 1st: Request for training deferred until the fall of 2014.

L. Training Request: LMC Annual Conference June 18th to June 20th 2014: Request for training deferred until the fall of 2014.

M. LBAE Memo-Meeting Set for Monday, April 14th, 2014 from 5:30 p.m. to 6:00 p.m. (Reminder): Administrator Todd reminded the Council of the LBAE meeting for Monday, April 14th, 2014 at 5:30 p.m. Todd stated that there needs to be a quorum of Council Members attending as well as the trained LBAE member present (Dybing).

Mayor Rahn Closed the Regular Meeting to Discuss Personnel Matters at 6:49 p.m.

Closed Meeting to Order at 6:49 p.m. (Mayor Rahn)

N. Personnel Discussion-Close Meeting: Mayor Rahn called the meeting to order to discuss the resignation of Jake Fournier from the Park and Street Departments. Administrator Todd asked the Council if they wished accept the resignation of Mr. Fournier and to rehire the position and if so, for permission to place an advertisement in the paper for the new Park-Street Maintenance Worker. Motion was made by Council member Dybing to replace the position and place an ad in the paper for the opening. The position would be for 80 hours per pay period from May through October and part-time (40 hours per pay period) from November through April. Motion was seconded by Council Member Allen noting that the City should thank Mr. Fournier for his hard work and dedication. Motion carried all in favor.

Mayor Rahn Opened the Regular Meeting at 6:59 p.m.

O. Miscellaneous: Administrator Todd advised the Council that the Buffalo Bill Days Committee was seeking approval for gambling and liquor licenses for the 2014 event. Motion was made by Council Member Dybing to approve the licenses. Motion was seconded by Council member Eide. Motion carried all in favor.

Administrator Todd asked the Council for permission to seek quotes for a new mower for the Parks Department. He indicated that this would be for the pull behind tractor mower which Parks Director Drake advised was nearing 18 years old. Motion was made by Council Member Smith to allow the Administrator to seek quotes for the new mower. Motion was seconded by Mayor Rahn. Motion carried all in favor.

Street Superintendent Drake was on hand to address the Council regarding the development of a street plan for much needed street repairs. He indicated that the City had fallen behind in repairing the streets and some were in need of attention. Council stated that Drake should develop a street plan to present to the Council by next meeting and if need be, provide quotes for street repair.

Next Meeting: May 5th, 2014

ADJOURN: Council member Dybing moved to adjourn at 7:20 p.m. Motion seconded by Council Member Eide. Motion carried all in favor.

Respectfully Submitted,

David Todd
City Administrator