

Lanesboro City Council
Regular Meeting
Monday, May 1st, 2017
5:30 p.m.
City Council Chambers

Present: Autumn Johnson, Jason Resseman, Marge Drake, Tom Smith, and Bridget Harvey

Absent: None

Visitors: Attorney Tom Manion, Bretta Grabau, Char and Michael Brown, Hannah Wingert, Theresa Coleman, Tim Melver, Matt Schultz, Drue Ferguson, Jerod Wagner, Tony Semmen, LuAnn Wilcox, Paul Hamann, Angie and Scott Taylor, Tom Dybing, Drew Weber, Brian Malm, Mike and Sonja Bubany, and Robert Thompson.

Regular Meeting:

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

A. Agenda: Mayor Johnson motioned to approve the agenda as submitted with the following additions: Liquor License for Idle Time Recreation, Brush Dump Hours, and Dumpsters to miscellaneous, as well as Fire Department to Committee Reports. Member Drake seconded the motion. Motion carried all in favor.

B. Approval of Minutes:

1. Minutes of the Regular Meeting, April 3rd, 2017
2. Minutes of the Special Joint EDA Meeting, April 3rd, 2017
3. Minutes of the Special LBOAE Meeting, April 10th, 2017
4. Minutes of the Special Meeting, April 17th, 2017

Member Smith motioned to approve the minutes as submitted. Member Harvey seconded the motion. Motion carried all in favor.

C. Consent Agenda:

1. Accounts Payable
2. Conflict of Interest Policy
3. Sewer Cleaning and Televising Contract – RCT Sewer & Vac
4. Resolution 2017-16 – Accepting Donations from the Bothun Estate

Member Smith requested that the following items be removed from the consent agenda: Ordinance 54.06 and On-Sale Wine License. Mayor Johnson motioned to approve the remaining Consent agenda items. Member Harvey seconded the motion. Motion carried all in favor.

Proclamation by Mayor Johnson: Mayor Johnson read the proclamation recognizing Arbor Day in Lanesboro as May 6th, 2017.

Auburn / Zenith Road Project Presentation: Mike Bubany of David Drown and Associates was present to present the bond recommendations for the road project. Bubany noted the handouts provided showing that the project was broken into two segments, one for improvements with assessments, and one for Utility repairs. He also noted that the City has the option to use other funds to cover the bond payments as available, such as sales tax revenue or Utility revenue. Bubany explained the terms and conditions of the proposed agreement. The bond will be for 10 years, with no prepayment prior to 02/01/2024. Assessments may be longer than the

term of the bond, however cash flow adjustments would need to be made. Bubany recommended conducting a rated sale, although it would cost approximately \$10,000, the city would see a savings of \$25,000 after all expenses, and therefore felt it would be beneficial to the City. The bid results will be available at the June 5th City Council meeting. Mayor Johnson motioned to approve resolution 2017-17 providing for the competitive negotiated sale of \$1,465,000 general obligation improvement and utility revenue bonds, series 2017A. Member Harvey seconded the motion. Motion carried all in favor.

Community Interest: Tony Semmen with Root River Saloon was present to request an ordinance to be drafted to allow for Sunday liquor sales, as permitted by state statute. The Saloon would like to be open from 11am – 6pm on Sundays. Attorney Manion will draft an ordinance for the June 5th City Council meeting.

Committee Reports:

- A. Police:** Police Chief Matt Schultz and Officer Tim Melver were present to provide a report. Schultz provided a printout of the call log for the department. Schultz also noted that two new part time officers have been hired; as well the department is switching over to new hours. Melver noted that a letter had been issued to all commercial properties asking for contact information. Schultz also noted the department is planning for Buffalo Bill Days, as well as other community events.
- B. Public Utilities:** Jerod Wagner was present to discuss the potential for an electric system conversion. A recommendation from the engineer was provided to the Council as well as information on the project. Mayor Johnson motioned to accept the bid per the recommendations from the engineer and to proceed with the project. Member Smith seconded the motion. Motion carried all in favor.
- C. Fire:** Jerod Wagner was also present to request an increase to the Fire Relief retirement amount. The Fire Department met on April 10th to review the recommendations from the State Auditor regarding the increase. The recommendation was an increase of up to \$500. The Fire Department had a motion and a second to increase the retirement amount by \$250, the motion was approved. It was noted that the Council guarantees the retirement and therefore needs to approve the increase. Member Smith motioned to approve the \$250 increase. Member Drake seconded the motion. Member Harvey abstained due to the fact her husband is a member of the Fire Department. Motion carried with Mayor Johnson and Members Drake, Smith, and Resseman voting in favor.
- D. EDA:** Mayor Johnson motioned to accept the resignation letter from LuAnn Wilcox. Member Resseman seconded the motion. Motion carried all in favor. The Council requested the opening be advertised.
- E. Planning & Zoning:** Member Resseman noted the commission had held a public hearing regarding ordinance 330.061 for the design and review of retaining walls. The Planning & Zoning commission recommends the ordinance for adoption by the City Council. Resseman also noted the commission approved several building permit applications.

Regular Business:

- A. Auburn / Zenith Road Project:** Brian Malm with Bolten & Menk was present to provide the bid results for the 2017 street and utility project. Malm noted that the bid results were very similar to the estimated costs. Malm stated that there would be a public meeting held in order to help answer questions regarding the project, prior to any work starting. The project would be finalized in 2018, at which time there would be an assessment hearing. There was an inquiry of the contractor, to which Malm replied they had worked with them on another project and felt they were a qualified contractor. Mayor Johnson motioned to approve Resolution 2017-18 awarding the bid for the 2017 street and utility

improvements. Member Harvey seconded the motion. Motion carried with all in favor, Member Smith abstained as he is a property owner within the project area.

- B. Lease for the Chamber of Commerce:** Administrator Peterson noted that a signed copy of the contract could not be attained, and therefore the Chamber of Commerce and the City wished to renew the lease contract. Member Smith motioned to approve the lease contract. Mayor Johnson seconded the motion. Discussion was then had regarding adding the further explanation of other utilities to the property. Also discussed was the addition to maintaining the landscaping. Motion carried all in favor.
- C. Ordinance 330.061 – Design and Review of Retaining Walls:** Mayor Johnson motioned to approve the ordinance based on the public hearing and the recommendation of the commission. Member Resseman seconded the motion. Motion carried all in favor.

D. Continued Business:

- 1. Public Utilities Commission Authority:** Mayor Johnson motioned to approve ordinance 31.70 which clarifies the jurisdiction, authority, and roles of the Lanesboro City Council and the Public Utilities Commission. Member Harvey seconded the motion. Motion carried all in favor.
- 2. Code of Conduct:**
 - a) Council:** Member Smith motioned to approve Resolution 2017-13. Member Harvey seconded the motion. Motion carried all in favor.
 - b) Board and Commission:** Member Smith motioned to approve Resolution 2017-14 with a change in the approved date. Mayor Johnson seconded the motion. Discussion was had regarding the removal of an item as well as the addition of an item from Resolution 2017-13. The motion failed with Member Smith voting yes, and Mayor Johnson, and Members Resseman, Drake, and Harvey voting no. Mayor Johnson motioned to remove the 7th bullet point on Resolution 2017-14, while inserting the Interactions item from Resolution 2017-13. Member Drake seconded the motion. The council then discussed also inserting the Advocacy item from Resolution 2017-13. Motion carried with all in favor.
- 3. Elmwood Street East – One-way Discussion:** Administrator Peterson noted that only positive comments were received. Member Resseman motion to approve the creation of an ordinance making Elmwood Street East from Parkway to Kenilworth going east a one-way. Discussion regarding additional 2 hour parking spaces was tabled until results of the one-way could be determined.

E. Miscellaneous:

- 1. Ordinance 54.06:** Member Smith motioned to approve ordinance 54.06. Member Resseman seconded the motion. It was requested to have these fees posted on the City website. Motion carried all in favor.
- 2. On-Sale Wine License:** Member Smith inquired if the insurance information was available, Administrator Peterson noted it was. Member Smith motioned to approve the on-sale wine license application for the Granary. Mayor Johnson seconded the motion. Motion carried all in favor.
- 3. Liquor License for Idle Time Recreation:** Mayor Johnson motioned to approve the consumption and display permit application for Idle Time Recreation. Member Drake seconded the motion. Motion carried all in favor.

4. **Brush Dump Hours:** Hours for the new brush dump were discussed. It was stated that the site should remain open, and see how it goes. Also discussed was the schedule for burning, to which it was noted a specific plan has not been determined as of yet. Administrator Peterson noted the burning permit had been applied for; however we have not received it yet.
5. **Dumpsters:** Member Resseman provided an overview of an issue of where dumpsters can be placed in the alley parallel to Parkway Ave North and the Root River. A suggestion to use the parking space just north of the cement pad where there are currently dumpsters was made. Member Smith motioned to approve the use of the parking space for a dumpster for Pedal Pushers. Member Harvey seconded the motion. Motion carried all in favor.

Next Meeting: Monday, June 5th, 2017 at 5:30 p.m.

ADJOURN: Member Resseman moved to adjourn at 6:59 p.m. Motion seconded by Council Member Harvey. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk