

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

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

Absent: Tom Dybing

Visitors: Tom Manion

Regular Meeting:

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

- A. Agenda:** Council Member Johnson made a motion to approve the Agenda as submitted with the additions of: Sidewalk Sales, Sons of Norway, Trails Committee, and the Fire Contract. Motion seconded by Mayor Krom. Motion carried all in favor.

- B. Minutes:** Council Member Resseman moved to approve the minutes of the regular Council meeting from September 8th, 2015 as submitted. Motion seconded by Council Member Johnson. Motion carried all in favor.

Committee/Commission Reports:

- A. Library:** It was noted that the County had negotiated for a 3 year contract. The Library also stated there had been 2116 patrons last month.
- B. Ambulance:** Director Benson asked the Council to remove the 1st Responder on call position, as it has been very hard to staff. He also asked the council to change the weekend hours to be considered 1800 Friday through 1800 Sunday, and with this increase the on call pay to \$2 per hour. Council member Johnson made a motion to change the weekend hours. Motion seconded by Council member Resseman, all in favor motion carried. Council member Resseman then made a motion to remove the first responder on call position and increase the weekend on call rate to \$2 per hour. Mayor Krom seconded the motion, all in favor (except Council member Johnson who abstained from voting), motion carried. The Council asked Director Benson to report back in six months on how things are going. The Ambulance handbook will be updated to reflect these changes.
- C. Public Utilities:** Administrator Peterson updated the council on the Water Project. The water treatment facility is scheduled to start up on Nov 2nd, 2015. Also the MN Department of Health is scheduled to visit Lanesboro on October 22nd, 2015. Peterson also noted that the interim financing loan had been paid off.
- D. HPC:** Council member Resseman noted there had not been a meeting due to the fact there was not a quorum. Committee member Val Tindall did resign, and therefore Administrator Peterson was asked to place an ad in the paper as well as on-line to advertise the open position.

- E. **Planning and Zoning:** Council member Resseman noted that there were several permits approved at the 09/16/2015 meeting including: a new home, chimney repair, shingle replacement, sidewalk and retaining walls, a greenhouse, and approval of application for a home occupation application.
- F. **Park Board:** Administrator Peterson updated the Council with regards to the meeting held 09/22/2015. It was noted that the City of Eyota had submitted a bid for the skate park equipment, to which the Park Board had approved. The Park Board is also currently working on the idea of moving the inoperable drinking fountain that is located downtown, to the Community Center Building. Bids for replacing the basketball courts in Sylvan Park are also be accepted. The Park Board is also working with the Library on the idea of a reading garden located around the Community Center Building.
- G. **EDA:** Council member Resseman noted that there had not been another EDA meeting since the last Council meeting, due to the way the calendar fell. EDA is scheduled to meet 10/07/2015. He also noted that they had contracted for \$75 per month to a Facebook post done each Monday, in order to better their social media presence.
- H. **Lanesboro Chamber of Commerce:** Business director Shirley Mulder was present to update the Council. Director Mulder asked if the City would contribute \$400 toward a matching grant for the visitor's guide. She noted that the school had approved this request, and that they would also be asking the Public Utilities. Mayor Krom motioned to approve, Council member Smith seconded the motion. All in favor, motion carried.
- I. **Fire Department:** No report was given.
- J. **Street Department:** Administrator Peterson has reached out to MNDOT regarding the intersection of Elmwood Street E, County Road 8, and Hwy 250. Currently there is not a stop sign on Elmwood St, there have concerns regarding the safety of that intersection, due to the fact that the bike trail also goes through the intersection. Mayor Krom had spoken with Street Superintendent Drake; Drake thought that perhaps we could increase the length of the side walk to match up with the edges of Elmwood St E, or possible moving some of the larger boulders to help narrow the intersection. After much consideration and ideas, it was asked that Administrator Peterson reach out to Davy Engineering for ideas. The Council also asked Peterson to research the idea of a four way stop in this intersection.

Community Interest:

- A. Michael Charlebois – Mr. Charlebois was not present to discuss his bids received.

Regular Business:

- A. **Accounts Payable:** Council Member Johnson made a motion to approve the payables as presented. Motion was seconded by Council Member Smith. Motion carried all in favor.
- B. **Park Board Position:** Administrator Peterson noted that no applications had been received to date. The Council asked to again advertise this vacancy.
- C. **Deputy Clerk Position:** After receiving 25 applicants, the committee interviewed 6 applicants. All were very qualified, in the end an offer of employment was offered to Darla Taylor. The Deputy Clerk position will be full time at 32 hours per week, a starting hourly wage of \$14.84. After a 90 day review wage would be raised to \$15.14 per hour. Council member Johnson motion to approve the offer of employment to Darla Taylor, Council member Smith seconded. All in favor, motion carried. Taylor will begin work on Monday October 12th, 2015.

D. 2016 Budget: Administrator Peterson noted that all but three departments had been reviewed by a Council member and herself. Due to this the proposed increase had gone from 13.57% to 12.10%.

- Ambulance – Council member Johnson
- Fire – Council member Johnson
- Police – Council member Smith
- Street – Council member Dybing
- Park – Council member Johnson
- Administration – Mayor Krom
- EDA – Council member Resseman
- Library – Mayor Krom

The Council inquired with regards to the Lanesboro Sales Tax money. Administrator Peterson that it would not be listed on the budget, until such time as we would be using it for a project, and would therefore would have an expense to match the revenue. The Sales tax was enacted to fund the upgrade of City infrastructure. The past two years a portion of that money had been budgeted to pay for Bond payments for past infrastructure projects. This change also greatly affected the increase for 2016. It was asked that the City try to reduce the increase to 10%. Further discussion included concerns of building the City's reserves, as well as the necessary funds needed for training.

- E. Brittany Reicks Home Occupation Application:** Motion to approve the home daycare business request was made by Council member Johnson. Seconded by Council member Resseman. All in favor, motion carried.
- F. LMCIT Binder and Liability Coverage Waiver Form:** Council member Smith motioned to approve the Liability Coverage to no waive the monetary limits, Council member Johnson seconded. All in favor, motion carried.
- G. Liquor Licenses for 2016:** Council member Johnson motioned to approve the proposed Liquor licenses for 2016 as submitted, contingent on all necessary license conditions being met. Council member Resseman seconded the motion. All in favor, motion carried.
- H. Ambulance Shed:** Council members Smith and Johnson had met with representatives from the school regarding possible negotiations for the building of an ambulance shed. The school had noted that they would be willing to work with the City, and would be willing to review a proposal. The Council then had much discussion regarding where would be the best place to build an ambulance shed. Noting advantages and disadvantages to several locations. Council member Smith also asked if there was more than one option on building plans to review. Mayor Krom noted that he would be meeting with Davy Engineering to review possible ideas of finding land that a Waste Water Treatment facility could be built, along with moving the Fire and Ambulance to this same location – as space allowed.
- I. Sale of Skate Park equipment:** Administrator Peterson noted that the City had received a bid from the City of Eyota in the amount of \$15,351 for the purchase of the skate park equipment. Council member Resseman motion to approve the sale, Council member Johnson seconded. All in favor, motion carried.
- J. Continued Business:**
- a. **Parking Ordinance, Bass Pond:** Attorney Manion updated the Council with regards to the past history of commercial parking in the Bass Pond parking area. The current resolution passed by the council is not enforceable, disallowing

commercial parking in this area. Discussion was then had with regards to how the Council would like to move forward. It was noted that perhaps there could be space made available at the Softball field for commercial parking. Attorney Manion will submit a rough draft of the ordinance prohibiting commercial parking in the Bass Pond parking area.

- b. **Right of way Ordinance:** Attorney Manion discussed the difference between right of way ordinances versus franchise fees. Council asked Administrator Peterson to review what made up the fees paid by Acentek, as well how other area towns handle similar circumstances and bring to the Council next month.
- c. **Golf Cart Ordinance:** Council member Johnson asked if statute requires the operator of an accessory vehicle be a licensed driver, as well as insured. Attorney Manion found that statute 169.045 stated that the State of MN would not be regulating, however the City may do so. It was discussed that we model an ordinance similar to that of the city of Harmony, requiring a \$20-\$25 annual permit fee. Vehicles would then also need to have a flag or triangle for safety reasons. Council member Resseman will attain a copy of Harmony's ordinance and share at the next meeting held 11/02/15.
- d. **Dam Funding:** Administrator Peterson noted that we had run out of extension time on the grant from the Minnesota Historical Society, and therefore we would be losing the \$300,000 grant for the dam. At this time the only money currently designated for the dam is the \$450,000 matching grant from the DNR. The City will be providing update figures for the legislature prior to March of 2016.

K. Miscellaneous:

- a. **Sidewalk Sales:** Mayor Krom motioned to grant a permit for the Lanesboro Downtown Alliance for their promotion of Fall into Lanesboro for sidewalk sales. Council member Smith seconded. All in favor, motion carried. It was noted that next year application is to be made well in advance, in order to receive the proper approvals.
- b. **Sons of Norway:** The Sons of Norway lodge has asked the City to again be the fiscal agent for a grant application to the Arlin Falck Foundation. The Council approved for the application to be submitted.
- c. **Connect Regional Trails Request:** Funding request denied.
- d. **Community Center:** Administrator Peterson updated the Council on the Heating and Cooling system in the Community Center. The technician from WHV noted a leak in the system, stemming from a portion of the heat exchange that is out of order. To replace the heat exchange unit would cost \$11,000, while replacing the entire system would cost between \$21,000 and \$28,000. It was noted that there was a chance the part could be under warranty. The Council requested that we have WHV remove the defective part, and send in to the company to find out if it will be covered under warranty. Once notified it will be decided whether the one part will be replace or more depending on actual cost. The Council also asked Peterson to search out quotes from other vendors for new systems.
- e. **Fire Contract:** Attorney Manion updated the Council with the changes that had been made to the proposed fire contract, specifically the section regarding equipment and the ownership of said equipment. There was additional discussion with regards to the length of the contract. Council felt they would like more time to review the contract, as well they would like to have Fire Chief Jerod

Wagner review the contract and offer his opinion. The matter will be tabled until next month.

Next Meeting: Monday, November 2nd, 2015 at 5:30 p.m.

ADJOURN: Council Member Resseman moved to adjourn at 7:50 p.m. Motion seconded by Council Member Johnson. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk