

**Lanesboro City Council**  
**Monday, November 5, 2012**  
**Council Chambers at 5:30 p.m.**

**Present:** Joe O'Connor, Tom Dybing, Keith Eide and Ceil Allen

**Absent:** Steve Rahn

**Visitors:** Dave Hennessey, Sandy Webb, Julie Charlebois, Melissa Vanderplas, Vince Jeannette, Tom Smith, Krista Flaig, Tom Manion, Jade Wangen and Gerald Evenson

**REGULAR MEETING:**

O'Connor called the regular meeting to order.

Dybing made a motion to approve the agenda with adding a thank you note from the Marge Eide family and a reminder of the election, second by Allen, motion carried.

The Regular Meeting Minutes of October 1, 2012 and the Special Meeting minutes of October 29, 2012 were approved with a motion by Dybing, second Allen, motion carried.

**PERSONS WITH BUSINESS BEFORE THE COUNCIL:**

- A. Sandy Webb – Thank you from the Lanesboro Museum:** Webb was present on behalf of the Museum, thanking the Council for their continued support. She noted that the Museum is an integral part of the community, stating that it is used by local people and visitors from everywhere. She stated that many people are impressed with the quality of the displays and the respect of the individuals that donate the items. She passed out a hand out that listed statistics of the Museum's use. She thanked the Council again for their support.
- B. Vince Jeannette – Parkway Pub for Turkey Bowling:** Jeannette asked for two spots to be blocked off in front of his and Rhino's businesses for the annual Turkey Bowling. He noted that this year they want to do "Chicken Bowling" for the kids from 3:30-5:30pm and then the regular Turkey Bowling from 5:30-10:30pm. He noted that funds raised for Turkey Bowling go to the senior class and that the funds from the Chicken Bowling will go to elementary school. Eide made a motion to approve the use of two parking spots, second Dybing, motion carried.
- C. David Hennessey, Krista Flaig and Tara Johnson – Quarterly Library Report:** Tara noted that the Summer Reading program was a success with 21 programs consisting of 9 events, 7 story times and 5 walkabouts. She noted that they average about 29 participants per event. She noted that 50 kids followed through with the summer reading event. She thanked the Council and Park Board for sharing in the cost of the new signage. Krista Flaig reported on the mural. She noted that the wallpaper has been removed and that the area has been painted. She showed an example of a simple mural with color. She stated that they hope to start working on the mural after Christmas. Dave noted that he is pleased with the progress that the Library has made in increasing circulation and all of the volunteer hours that were donated to improve the library. He noted that there is a lot of positive energy for the library

and that Tara and the staff do an excellent job. He noted that they looked over their budget and has worked with Vickerman to offer the part-time staff members step increases. Allen noted that the library is a tremendous asset and she is so thankful for all of their hard work.

#### **COMMITTEE/COMMISSION MEETINGS:**

- A. Library: October 9<sup>th</sup> - Allen:** Allen noted that the presentation covered it all.
- B. PU: October 15<sup>th</sup> - O'Connor:** O'Connor noted that the completion of the meter project is near. He noted that the PU discussed the RICE rules and their possible effect on our engines and they discussed the water issues.
- C. P&Z: October 29<sup>th</sup> – Dybing:** Dybing reported that a building permit was approved for an addition for Anna V's, a building permit was approved for Kent Ruby at 704 Viking Avenue South for an addition, a demolition permit was approved for Bunge's for the property located 208 Kenilworth Avenue North and septic systems were discussed in regards to whether they could be allowed on the newest subdivision.
- D. EDA: October 10<sup>th</sup> – Allen/Vickerman:** Vickerman noted that the steps towards a Community Sustainment Plan were discussed at the EDA meeting along with Chamber and City updates.
- E. Chamber Update: Julie Charlebois:** Julie reported that the Chamber discussed the sidewalk City ordinance and created a committee, but noted that it was going to be going through the HPC Commission as well. She noted that the Get Fresh Event was a great event.

#### **HOUSEKEEPING:**

- A. Paying of the Bills:** O'Connor made a motion to approve the bills as presented and any additional ordinary bills until the next meeting but to only pay the school the budgeted amount for Summer Rec with looking at the end of the year financials to help with the difference, second Dybing, motion carried.
- B. 2013 Liquor Licenses:** Dybing made a motion to approve the liquor licenses as long as all proper paperwork is received, second Allen, motion carried.
- C. Handicap Parking Spot by the Bank:** After much discussion on location, Dybing made a motion for the first spot from the North, located on Highway 250 in front of the bank to be designated as handicap parking only, second Eide, motion carried.
- D. Letter on Frac Sand from the Chamber:** Allen noted that the Chamber has drafted a thank you letter for addressing their concerns; she had asked if the Council should do the same. Allen made a motion to have Vickerman draft a letter to the Fillmore County Commissioners thanking them for looking at the economic impact of the frac sand ordinance, second Dybing, motion carried.
- E. Ambulance – Appoint Autumn Johnson:** Eide made a motion to appoint and train Autumn Johnson as an ambulance member, second Dybing, motion carried.
- F. Emergency Action Plan for Dam – Walk through November 14<sup>th</sup>:** Vickerman noted that part of the dam inundation grant that was given to the City by the DNR required that tabletop

exercises be done at least every three years or more often as needed. Vickerman noted that representation from the DNR will be present for a walk through on November 14<sup>th</sup> at 10:30am; she noted that Council members are invited to attend.

- G. Joe Rodgers Benefit – Liquor License, Community Center Use and Other:** Vickerman noted that Joe Rodgers (former Park Superintendent) has been diagnosed with Large B Cell Lymphoma, she and the other staff are working on a benefit for Joe for November 10<sup>th</sup>, she asked the Council to approve a liquor license through the Fire Department, free use of the Community Center gym and any help that they are willing to offer. Dybing made a motion to approve the liquor license and the use of the Community Center, second Eide, motion carried.
- H. Lodging Tax – Authorization to Research the Gross Sales and Receipts:** Vickerman and Manion noted that the ordinance in place requires certain compliance checks that are not being done at this time. With recent questions in regards to lodging tax paid Vickerman and Manion are asking the Council as to whether they want compliance researched and if so are asking for the ability to reach out to their auditor Smith Schafer for assistance. O'Connor made a motion to have Vickerman, assisted by Manion, to review the lodging tax ordinance and those paying towards the lodging tax for accuracy and completeness of compliance to said ordinance fairly, second Dybing, motion carried.
- I. Mowing Assessments for 2012:** Dybing made a motion to assess the mowing assessments to the associated property, second Allen, motion carried.
- J. Office Closure – November 12<sup>th</sup>, 22<sup>nd</sup> and 23<sup>rd</sup>:** Dybing made a motion to approve office closure dates, second Eide, motion carried.
- K. Payroll Ending Date Change:** Vickerman asked for the ending payroll date to be moved from a Saturday to a Friday, allowing payroll process to occur on Friday for the direct deposit to happen on a Monday. Allen made a motion to approve the change, second Eide, motion carried.
- L. Compensation Time – Pay out? Cut back accruable hours?:** Vickerman noted that the compensation time is at 180 hours. She stated that currently only two employees have compensation time on the books. She is asking Council to pay out the balances and then remove the compensation time. Eide made a motion to approve the pay out and no longer allow compensation time unless within same pay period and to update the personnel policy, second Dybing, motion carried.
- M. Highway 16 Renovation Update:** Vickerman noted that the state is planning a mill and overlay for 2013 for Highway 16, after discussing the water line issue with the state it was noted that we could, when we were ready to replace the water lines, apply to have a cost share program with the state and they would pay for the cost to redo the highway after the replacement.
- N. HPC Fast Track Grant:** Vickerman asked permission from the Council to apply for a Legacy Fast Track Grant for step one of expanding the historic district, called a determination of

eligibility. O'Connor made a motion to authorize Vickerman to apply for the grant, second Allen, motion carried.

- O. Audit for 2012:** Vickerman noted that we need to authorize the audit for 2012 so that the pre-audit can be scheduled. Dybing made a motion to hire Smith Schafer to perform the 2012 audit, second Allen, motion carried.
- P. Election Reminder:** Vickerman noted that the polls will open tomorrow at 7am and will close at 8pm.
- Q. Marge Eide Family Thank you:** Vickerman read aloud the thank you note from the Marge Eide family.
- R. Miscellaneous:** Joe O'Connor noted that the Swingsation meal was completely, 100% made in the Community Center kitchen, he thanked the City for sponsoring the event.

**ADJOURN:**

Dybing made a motion to adjourn the meeting at 6:39pm, second Eide, motion carried.

Respectfully Submitted,

Bobbie Vickerman  
City Administrator/Clerk