

**Lanesboro City Council**  
**Monday, October 3, 2011**  
**Council Chambers at 5:30 p.m.**

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

**Absent:** Eide

**Visitors:** Brian Luna, Lisa Brainard, Jade Wangen and Jason Ressemen

**REGULAR MEETING:**

The meeting was called to order by Mayor Rahn.

O'Connor made the motion to approve the agenda, with the additions of a Chamber report, a note from Jennifer Hongerholt, additional footage of guardrails and closing the meeting for labor negotiations with the meeting to reopen after it is closed, second Allen, motion carried.

The meeting minutes for the Regular Meeting August 1, 2011, for the Regular Meeting September 6, 2011 and the Special Meeting September 26, 2011 were approved with a motion by Allen, second Dybing, motion carried.

**PERSONS WITH BUSINESS BEFORE THE COUNCIL:**

N/A

**COMMITTEE/COMMISSION MEETINGS:**

- A. EDA: September 14<sup>th</sup> - Vickerman:** Vickerman noted that EDA had a joint meeting with the Chamber of Commerce to discuss "How to start a business in Lanesboro" and discussion occurred in regards to the role of each entity and how they can work together. The number one goal was to work on the websites to have current and proper information available.
- B. Public Utilities: September 19<sup>th</sup> – O'Connor:** O'Connor noted that the Commission discussed winter season preparation. Also the Commission moved forward to resolve some of the electrical line loss by completing the tasks recommended by the engineering study prepared by Power Plus Engineering. It was discussed on how to move forward with smart meters as well.
- C. Library: September 13<sup>th</sup> – Allen:** Allen reported that renovation is the number one topic at this time for the Library. She noted the library would be closed the first two weeks in January for new carpet. She thanked Mayor Rahn for his declaration for the All City Read and noted the discussion was a success.
- D. P&Z: September 21<sup>st</sup> - Dybing:** Dybing reported that the discussion occurred in regards to Gary Danielson's building permit, noted that FEMA provided the elevation and noted that the Danielsons would not be able to have the garage that high. Vickerman noted that the FEMA representative noted that they could flood proof the garage, by putting the holes in the cement to let the water flow through, and that she discussed this option with the property owner. She noted she has not received any further paperwork as far as the plans for the garage from the owner. Dybing noted that signs were discussed, in regards to some illegal signs that exist. Enforcement was suggested and Vickerman will be following up with those signs that were put up without a permit and are illegal.

- E. HPC: September 14 – Vickerman:** Vickerman noted that the RFP Design Guidelines were discussed along with having a award program for preservation.
- F. Downtown & Bass Pond Parking Committee: September 19 – Allen:** Allen reported hat the group discussed ways to free up the parking downtown by recommending business owners and their employees to park in the Bass Pond parking lot. It was also recommended to have no parking from 2am – 7am in the spaces next to the visitor center. For a long range plan the group discussed the possibility of moving the ball field over by the football field and using the current softball field as a parking area. Allen was questioned about the vehicles that are currently parked in the Bass Pond and she noted that at this meeting no discussion occurred in regards to that issue.
- G. Chamber - Brian Luna:** Brian noted that the Chamber is sponsoring a presentation on October 5<sup>th</sup> at 7pm at the Community Center for “Root River Study on Water Resource Issues”, Luna encouraged people to attend.

### **HOUSEKEEPING:**

**A. Landscaping:** Vickerman noted that the DNR completed their research in regards to the limestone dolomite boulders and Blomer verified that the middle bidder had the proper quarry. Vickerman noted that Blomer from the DNR requested that she ask the low bidder to see if he can purchase the product at that quarry and still do the project at his quoted price. Vickerman noted that Mensink Landscaping was the low bidder at \$36,623.50; she noted that Heath Mensink, owner of the company, responded that he could complete the project using that quarry at his bid price. Blomer recommended that the City approve the low bidder based on state bid requirements. Vickerman noted that Jason Resseman of Distinctive Landscapes requested to be able to be the project manager for the project as he was the designer. She noted that Blomer responded that it very unusual to hire a competitive bidder as the project manager, but that there is a small percentage for those types of costs in the contract/grant. Resseman noted to the Council that he is still unsure of the testing that the DNR did, but said it was in the past, but that he would like to be hired as the project manager. O’Connor made a motion to approve the low bid from Mensink Landscaping and to hire Jason Resseman as the project manager at a not to exceed dollar amount based upon contractual allowance, second Dybing, motion carried.

**B. Paying of the Bills:** O’Connor made a motion to pay all bills, second Rahn, motion carried.

**C. SCDP – Community Needs Resolution:** Vickerman noted that this resolution is necessary for completion of the Small Cities grant application that we have hired CEDA to complete. O’Connor made a motion to approve the resolution that states that the City of Lanesboro held a community meeting while planning an application to the Small Cities Development Program and that the meeting concerned the identification of community needs priorities for the application, and that rehabilitation of commercial properties and rehabilitation of owner-occupied homes were listed as the Cities top priorities in the application, second Allen, motion carried.

**D. MN Energy – Gas Franchise:** Rahn made a motion to approve based on attorneys input, but asked to have the attorney seek out whether a franchise fee can be requested, second Dybing, motion carried.

**E. Safety Training Contract:** Dying made a motion to approve the Safety Contract with MMUA for another year, second Allen, motion carried.

**F. Buffalo Bill Day Report:** Vickerman reported that donations were down this year, but most events happened. She noted that this year was pretty much a “break even year” if not down a bit from the past few years. She noted that the kids’ games were improved this year, along with a higher band cost, but over all it went well. The Council asked Vickerman to thank all those that donated their time and money to make Buffalo Bill Days a success.

**G. Thank you card from Jennifer Hongerholt:** Vickerman read aloud the thank you card received from Jennifer Hongerholt in regards to the no parking signs that were posted near her property and football field.

**H. Ox Trail Guardrail:** Vickerman noted there was an additional 130 feet needed to be installed on the Ox Trail, she noted that the company needed to know that day and that she had contacted the Mayor, they moved forward, she asked the Council to support this decision with a motion if they felt that this was the right move. Dybing made a motion to pay the extra costs that were applied in regards to the guardrail, noting that Vickerman had to make a decision, second O’Connor, motion carried.

**I. Citizen’s Comment:** No comments.

**CLOSE THE REGULAR MEETING:**

O’Connor made a motion to close the regular meeting for labor negotiations strategy, second Dybing, motion carried.

**CLOSED MEETING WAS HELD FOR LABOR NEGOTIATIONS**

**REOPEN THE REGULAR MEETING:**

Mayor Rahn reopened the regular meeting.

O’Connor made a motion as follows: For budgetary reasons the City will eliminate the Park Supervisor position effective November 1, 2011, and to replace that position with a seasonal position that will be created with a new job description and new pay scale. The Position will be offered to the current Park Superintendent, with a possible call back date of April 1, 2012. From November 1, 2011 until March 31, 2012, the former Park Supervisor will be provided \$300/month in the Health Reimbursement Account and if/when employee comes back to work, during the working months will receive the full benefit amount for the months employed. Dybing made a second on the motion and motion was carried.

**ADJOURN THE REGULAR MEETING:**

Allen made a motion to adjourn the regular meeting, second Dybing, motion carried.

Respectfully submitted,

Bobbie Vickerman  
City Administrator/Clerk