

**Lanesboro City Council**  
**Regular Meeting**  
**Monday, February 2<sup>nd</sup>, 2015**  
**5:30 p.m.**  
**City Council Chambers**

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

**Absent:** None

**Visitors:** Tom Manion, City Attorney

**Regular Meeting:**

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

- A. Agenda:** Mayor Krom asked if there were any additional items to be added to the agenda. Administrator Todd advised the Council that he would like to add EDA report to the Committee Reports section of the agenda, formation of a sub-committee to address parking concerns, MN DOT meeting to discuss bridge repairs on Hwy 250, and Lanesboro Dam letter to the public and media outlets. 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 Resseman. Motion carried all in favor.
- B. Minutes:** Council Member Resseman moved to approve the minutes of the regular Council meeting from January 8<sup>th</sup>, 2015. Motion seconded by Council Member Smith. Motion carried all in favor.

**Persons with interest before the Council:**

- A. Jim Watson:** Mr. Watson was on hand to address the Council regarding a request for a peddler's permit. Mr. Watson indicated that he wished to build and operate a peddler's cart in order to sell prepackaged ice cream and other treats to the tourists who visit Lanesboro each year. Administrator Todd advised that the current book of ordinances is vague and there are no rules that govern this type of activity currently. Todd indicated that the ordinances simply stipulate that a peddler's permit must be on file in the Office of the City Clerk. City Attorney Manion indicated that he was in the process of looking at other ordinances regarding this type of activity and that the Council should have one in place prior to granting a peddler's permit. Council Member Tom Smith made a motion to table the request at this time until an ordinance can be established regarding this type of activity. Motion was seconded by Tom Dybing. Motion carried all in favor. Administrator Todd advised that he would try and have something the Council could vote on by the March meeting.
- B. Sgt. Blaise Sasse:** Sgt. Sasse was on hand to introduce two new part-time police officers to the Council. Officer David Hughes and Office Katie Davis have been sworn in with the City of Preston and will be servicing Lanesboro once they complete training.
- C. David and Lori Bakke:** The Bakke's were on hand to ask the Council to approve an off-sale liquor license for a new business venture in Lanesboro. The Bakke's indicated that

they are renovating a space in the downtown business district that will be a high-end retail store that will provide pre-packaged wine and spirits as well as confectionary items like candies and chocolate. The Bakke's indicated that they have applied for their business tax ID and are working with the State for their retail license. Administrator Todd advised that they cannot officially apply for a liquor license until they have their business license and Tax ID numbers. However, the Council could move to approve the application for the off-sale license contingent upon getting the Tax ID number and business license and providing those to the City. Motion was made by Council Member Dybing to approve the request for an off-sale license to the Bakke's pending the acquisition of the aforementioned licenses. Motion was seconded by Council Member Resseman. Motion carried all in favor.

### **Committee/Commission Reports:**

- A. Library:** Mayor Krom advised the Council that the Library Board, at their last meeting, discussed the bids for lighting in the hallway by the newly painted mural. They have received a quote from Haakenson Electric and are seeking a cost share with the City for this expense. Additionally, circulation numbers are up from the previous year which shows that more people are utilizing the library. There are two new Library Board members; Lee Peterson and Keith Eckstrom who will serve as the Chair of the Library Board, replacing David Hennessey. Lastly, the Friends of the Library hosted a pot-luck dinner that was attended by more than 33 people.
- B. Ambulance:** Ambulance Director Lee Peterson advised the Council that he is recommending rate increases for 2015 with base rates increasing from \$600.00 to \$700.00 and loaded mile rates from \$11.00 to \$13.00 per mile. These rate increases were suggested by our third party billing agency and were based on jurisdictions around Lanesboro in order to stay competitive and allow our service to remain viable.
- C. Public Utilities:** LPU Commissioner Coleman briefed the Council on the PUC meeting that took place on January 20<sup>th</sup>, 2015. Coleman indicated that the PUC in conjunction with Davy Engineering will hold a bid opening for the final phase of the Water Treatment Project dealing with Parkway Ave Water Main Extension/Loop and Well Abandonment and Turbine Pumps on February 19<sup>th</sup> at 2:00 p.m. Coleman stated that the regular meeting of the LPU will be held after the bid opening at 6:00 p.m. She also indicated that the LPU has been answering questions from the public regarding the new REU rate structure and subsequent funding.
- D. HPC:** Administrator Todd advised the Council that the HPC worked with Merchant's Bank regarding their signage. Merchants will be changing some aspects of the sign to make it more historically appropriate and within the guidelines set forth by the City. Additionally, the HPC awarded Kim Berekvam an annual Historic Preservation award for her work in renovating and restoring Gil B's restaurant.
- E. Planning and Zoning:** Administrator Todd advised that the Planning and Zoning Commission approved permits for Parkway Pub regarding the addition to the rear of the building to access the third floor to include a roof attachment and set of stairs.
- F. Park Board:** There was no Park Board meeting for the month of January.
- G. Lanesboro Chamber of Commerce:** Executive Director Dee Slinde provided the monthly update of Chamber Activities to the Council. She indicated that the Chamber's annual meeting took place January 27<sup>th</sup>, 2015 at 7:00 p.m. in the dining room of City Hall. She indicated that there were five new board members elected to the Chamber Board at

this meeting. Slinde also stated that there was a kick off meeting to implement a Southern Minnesota Initiative Foundation and that meeting was well attended.

- H. **Fire Department:** Chief Jerod Wagner was not available to attend and there was no update for the Council.
- I. **EDA:** Council Member Jason Resseman provided the update on the EDA meeting that took place January 9<sup>th</sup>, 2015. Resseman indicated that the EDA has two new members; Don Bell and LuAnn Wilcox. He indicated that the EDA elected a new Chair (Catherine Glenn) and Secretary (LuAnn Wilcox). They approved the advertisement purchase for the programs at the Commonweal Theater and they also opened a dialogue with the Lanesboro School District to share ideas regarding bringing new residents to Lanesboro.

#### **Regular Business:**

- A. **Accounts Payable:** Council Member Smith made a motion to approve the payables as presented. Motion was seconded by Council Member Resseman. Motion carried all in favor.
- B. **Resolution 2015-11-Adopting the Minnesota Basic Code of Ordinances (2014):** Administrator Todd advised the Council that the Minnesota Basic Code of Ordinances was purchased and ready for adoption by the City. Todd indicated that once the code was adopted, it will be used as the model for other ordinances to be codified with moving forward. Motion was made by Council Member Dybing to adopt the most recent version of the code of ordinances. Motion was seconded by Council Member Resseman. Motion carried all in favor.
- C. **Lanesboro Snow Plowing Policy Updates:** Administrator Todd advised the Council that Street Superintendent Andy Drake posed some amendments to the Lanesboro Snow Plow Policy. Drake wished to remove the 3 inch restriction to insure that the City will conduct operations regardless of the amount of snow accumulated. Additionally, the policy was amended to change some of the areas in which Park personnel would be responsible for. Motion was made by Council Member Smith to amend the Lanesboro Snow Plow Policy to reflect the removal of the 3 inch requirement and amend the areas in which Park personnel would be responsible for attending to. Motion was seconded by Council Member Dybing. Motion carried all in favor.
- D. **City Ordinance 1791.02 (Repeal 1791.01)-Lanesboro Ambulance Service Rates:** Administrator Todd advised the Council that the Lanesboro Ambulance Director and ExperT billing company are recommending changes to the fee schedule in order to remain competitive. The fees would change to incorporate an increase in the loaded mile rate to \$13.00 per mile and a base rate increase of \$700.00. Motion was made by Council Member Johnson to increase the base fee and loaded mile rates accordingly. Motion was seconded by Council Member Resseman. Motion carried all in favor.
- E. **Personnel Committee Recommendation-Part-Time Ambulance Director Position:** Administrator Todd advised the Council that interviews for the Part-Time Ambulance Director Position were conducted, ranked, and scored. The Personnel Committee recommended offering the position to Deane Benson. Mr. Benson interviewed well and had a higher score with veteran's preference points awarded. Motion was made by Council Member Resseman to offer Mr. Benson the part-time Ambulance Director position via employment agreement. Motion was seconded by Council Member Dybing. Motion carried all in favor.
- F. **Business Cards (Council, Mayor, and Staff):** Administrator Todd advised the Council that Council Member Resseman had brought forth a request to supply business cards to the Council, Mayor, and Staff. The rationale behind the purchase of the cards would be to

increase networking with other governmental agencies and vendors as well as to establish professionalism when attending events outside of the City. Resseman indicated that he had been working with Kelly Printing and had negotiated a reduced cost for the purchase of the cards. Council indicated that they would like to see the cards be uniform (all the same) in terms of verbiage and card stock. Motion was made by Council Member Dybing to procure the business cards for the Council, Staff, and Mayor at the negotiated reduced rate established by Council Member Resseman. Motion was seconded by Council Member Resseman. Motion carried all in favor.

- G. Resolution 2015-12-Adopting Lanesboro City Council Code of Conduct:** Administrator Todd advised the Council that the LMC had recommended establishing a code of conduct for municipal Councils in order to increase professionalism and clarify established rules of conduct for new Council Members. The LMC encouraged member cities to adopt the code and include it in the new council member orientation when appropriate. The code establishes what new and existing Council Members should and should not do and the remedies available to the Council in the event that a member violates the code. Motion was made by Council Member Johnson to adopt the resolution establishing a code of conduct for the Lanesboro City Council. Motion was seconded by Council Member Dybing. Motion carried all in favor.
- H. (Draft) City Ordinance 2015-01-Private Water Systems Unlawful:** The Council elected to table the ordinance pending a review of the content and language prior to adoption.
- I. (Draft) City Ordinance 2015-01-Private Sewer Systems Unlawful:** The Council elected to table the ordinance pending a review of the content and language prior to adoption.
- J. Miscellaneous:** Parking Committee-Lanesboro City Administrator David Todd advised the Council that issues regarding parking in the downtown areas have been brought to the forefront of discussion recently and that these issues would need to be addressed at some point in the near future. Administrator Todd suggested that the Council convene a sub-committee regarding this issue to address concerns. The sub-committee should be made up of at least one member of the City Council, law enforcement, MnDOT, and the business community. The sub-committee should then report to the Council at a subsequent meeting on the progress, or lack thereof, regarding the parking issues. Motion was made by Council Member Resseman to create a sub-committee to address parking concerns in Lanesboro. Motion was seconded by Council Member Johnson in which she volunteered to be on the sub-committee. Motion carried all in favor. Mayor Krom thanked Council Member Johnson for volunteering her time and services.

Administrator Todd advised the City Council that MnDOT had met with him regarding repairs and renovation to the Hwy 250 Bridge at Ashburn Street as well as the bridge two miles north of it, also on Hwy 250. MnDOT indicated that they would like to establish a public forum to discuss logistics to the issue and how it may affect tourism and the businesses in Lanesboro. The repairs are scheduled to take place in the spring/summer of 2016 and should be completed in the same year. Administrator Todd wanted to make the Council aware that MnDOT would be reaching out to the Council in the near future to set up a meeting.

Administrator Todd provided a letter that he is proposing to be sent to the public and the media outlets to push public awareness on the Lanesboro Dam Project. Todd was seeking feedback from the Council moving forward. It was suggested that Todd send the letter to Senator Klobuchar and Rep. Walz as well seeking their support.

**Next Meeting: Monday, March 2<sup>nd</sup>, 2015 at 5:30 p.m.**

**ADJOURN:** Council Member Dybing moved to adjourn at 7:00 p.m. Motion seconded by Council Member Johnson. Motion carried all in favor.

Respectfully Submitted,

David Todd  
City Administrator