

Lanesboro City Council
Regular Meeting
Monday, March 6, 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, Brian Malm, Drew Weber, Ceil Allen, Jeff Lepper, Jason Harvey, Bethany Krom, Tracy and Trent Olson, Pat Fasbender, Anna Loney, Trish Capua, Ardie Nordgaard, and Robert Thompson

Regular Meeting:

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

A. Agenda: Member Resseman motioned to approve the agenda as submitted with the following additions: Lanesboro Landscape Improvers, Community Volunteer Meet and Greet, EDA: Work session, Resignation, and Land Transfer, and Bass Pond Parking area Land transfer to miscellaneous. Member Smith seconded the motion. Motion carried all in favor.

B. Approval of Minutes:

1. Minutes of the Regular Meeting, February 6th, 2017
2. Minutes of the Joint Meeting of the Rural Board and City Council February 13th, 2017

Member Resseman motioned to approve the minutes as submitted. Mayor Johnson seconded the motion. Motion carried all in favor.

C. Consent Agenda:

1. Accounts Payable
2. Credit Card Policy
3. Resolution 2017-11 Application for Funding
4. Lodging Licenses for 2017
5. Parade request for Buffalo Bill Days
6. Temporary On-Sale Liquor License – Lanesboro Area Chamber of Commerce
7. Temporary On-Sale Liquor License – Lanesboro Firefighters Relief Association

Member Resseman motioned to approve the Consent agenda items. Mayor Johnson seconded the motion. Motion carried all in favor.

Proclamation by Mayor Johnson: Mayor Johnson read the proclamation recognizing Peyton Olson on his accomplishments with the League of Minnesota Cities Mayor for a Day Essay Contest.

Committee Reports:

A. Park: Member Drake provided the update for the Park Board. The Park is currently applying for a grant from the DNR to riprap the ponds and replace the fishing doc. The City will also be applying for Tree City USA status, and will be organizing an Arbor Day celebration. The Park Department will also be trading a 2014 John Deere tractor for a 2017 John Deere tractor, the price being \$3,350. Drake also noted how important volunteers are to the City. Drake shared the responsibilities of the Park Board: Community Center, Visitor Center, Sylvan Park, Museum, Bass Pond, Ballfield, and the two campgrounds. Mayor Johnson motioned to approve the grant application. Member Resseman seconded the motion. Motion carried all in favor. Administrator Peterson thanked Director Nordgaard for his 10 years of service with the City, and for all his hard work.

- B. Fire:** Administrator Peterson provided that Chief Wagner had received an offer to purchase the 1992 Fire Truck in the amount of \$2500. Peterson noted that the Fire Department had voted in favor of the sale. Member Resseman motioned to approve the sale of the truck. Member Harvey seconded the motion. Discussion was had on how the truck had been marketed. Motion carried with members Johnson, Resseman, Drake and Harvey voting yes and member Smith voting no.
- C. Public Works:** Director Andy Drake provided information for purchasing a roller. The purchase of a roller was included in this year's budget for \$25,000. Drake would like to purchase one for \$16,000, the City has in fact put most of the hours on the unit by renting it prior. Drake has searched out several different units comparing prices and equipment. Mayor Johnson motioned to approve the purchase of the roller. Member Harvey seconded the motion. Motion carried all in favor.
- D. Chamber of Commerce:** Trish Capua was present to provide an update for the Chamber. The Chamber recently held its annual retreat, which included 5 new members. The focus was looking at strategy for the Chamber. The Tuesday Tune-up with the EDA / CEDA had a good turn out, and provided a wealth of information. The new website is up and running, it also has the opportunity to post job openings. The Chamber is also currently working on updating the trail maps.

Regular Business:

- A. Resolution 2017-12 – Appointing a member of the Planning & Zoning Commission:** Member Resseman motioned to approve resolution 2017-12. Mayor Johnson seconded the motion. Motion carried with members Johnson, Smith, Resseman, and Drake voting in favor. Member Harvey abstained, as the appointee is her husband.
- B. Right of Way Plat:** Brian Malm and Drew Weber provided an estimate for creating a right of way plat for the proposed road project of Auburn and Zenith. Malm noted the benefits to creating such a plat, also noting this is not required, as well the cost is not included in the initial proposed cost of the road project. The proposed cost is between \$16,000 and \$20,000. Member Smith motioned to table the discussion. Member Resseman seconded the motion. Motion carried all in favor.
- C. Pleasant to Sheridan Alley:** Malm noted that assessment of alley repairs is not covered within the City's current assessment policy. He recommended that the adjacent properties be assessed only for the sanitary sewer portion of the project. Discussion was then had regarding seed versus sod. Malm also noted that upon further investigation there is also a storm drain issue, which the City could ask MnDOT to partner with the repair. Member Resseman motioned to consider and investigate this issue further before making a decision. Member Smith seconded the motion. Clarification was then noted that the Alley repair would be separate from the Auburn/Zenith road project, and could perhaps be paired with the possible repair of the Sylvan Park road. Motion carried with members Harvey, Smith, Johnson, and Resseman voting yes. Member Drake abstained as she is a property owner adjacent to the Alley.
- D. Schedule of Auburn/Zenith Road Project:** Malm presented with an updated schedule for the Auburn/Zenith road project. A special Council meeting will need to be held in order to pass a resolution approving the plans and specs and ordering advertisement for bids. Member Drake motioned to hold a special meeting on Tuesday, March 28th, 2017 at 5:30 p.m. Member Resseman seconded the motion. Motion carried all in favor.
- E. BBD Fireworks Location:** Administrator Peterson provided the background information for this discussion. Specifically noting that previously the fireworks were lit from a bluff on the north side of town, this did result in a complaint from a nearby homeowner. For this reason last year the fireworks were lit from the High school Football field. There were several compliments received, as well as complaints that those in the downtown district could not see the fireworks. After much discussion member Resseman motioned to keep the fireworks at the football field. Member Harvey seconded the motion. Discussion was had regarding researching additional locations for future years. Motion carried all in favor.

- F. Code of Conduct:** Administrator Peterson noted that there has been much discussion regarding the Code of Conduct for Board and Commission members, including whether or not members are adhering to the code of conduct. Member Resseman also spoke regarding the importance of following the code of conduct. Further discussion was had regarding the wording of the code of conduct, as well the need to have each member sign a copy. Member Smith will work with Administrator Peterson to review the code of conduct. Discussion will be continued next month.
- G. Public Utilities Authority:** An inquiry has been received as to the authority of the Public Utilities Commission. Attorney Manion and Administrator Peterson reviewed the ordinances and state statutes. Manion noted the powers listed in the statute may be granted to the commission. Discussion was had regarding abolishing the commission, of note it would take a referendum vote to do so, as well the commission could not be recreated in the future if it were to be abolished. Further discussion was had regarding specific authority to the commission. Attorney Manion will confer with the League of MN Cities on possible solutions.
- H. Continued Business:**
- 1. Sale of Public Works Equipment – Opening of Sealed Bids:** Mayor Johnson opened two sealed bids for equipment. Mayor Johnson motioned to approve the bid from Jeff Hanson for the Back rack \$42, the engine hoist \$78.50, the barrel pumps \$12.00, and the quick hitch \$90.00. Member Resseman seconded the motion. Motion carried all in favor.
 - 2. Right of Way Ordinance:** Discussion to be continued.
 - 3. Sewer Utility Charges:** Administrator Peterson provided estimates for what an increase would be for an average residential user. Member Smith motioned to leave rates as they are. Member Drake seconded the motion. Discussion was had regarding the impact to commercial businesses. Motion failed with member Smith voting yes, and members Harvey, Johnson, Drake, and Resseman voting no. The council requested that Administrator Peterson create a spreadsheet with an estimated increase impact to the commercial properties. Mayor Johnson motioned to table the discussion until next month. Member Resseman seconded the motion. Motion carried all in favor.
 - 4. Street Crossing Sign:** Discussion was had regarding the placement of street crossing signs. Three areas were identified: Hwy 16, Hwy 250 near the school and Sylvan Manor, and the County Road 8 intersection with Elmwood St and Hwy 250. Member Resseman motioned to purchase 3 signs. Member Harvey seconded the motion. Motion carried all in favor. Robert Thompson then made the suggestion to turn Elmwood Street, from Hwy 250 east to Kenilworth Ave into a one way street going east. Member Bridget motioned to table the discussion until property owners and the police department can be consulted. Mayor Johnson seconded the motion. Motion carried all in favor.
 - 5. Snow Route – Kirkwood Street W and Kenilworth Ave N:** Item to be discussed next month.
- I. Miscellaneous:**
- 1. Lanesboro Landscape Improvers:** Anna Loney shared the updates from the Improvers. They have created a flier listing out several different events throughout the year. The Public Utilities Commission granted \$100 to the Improvers for a speaker fee as well as promotional activities. The Park Board will be assisting with funds for the Arbor Day celebration. They are also looking for the school to participate in the Arbor Day events.
 - 2. Community Volunteer Meeting:** Administrator Peterson noted that there will be a Community Volunteer Meeting held on Tuesday, March 21st, 2017 at 6:30pm. All persons that turned in a survey from the Concept Plan have been contacted; anyone interested in volunteering is welcome.
 - 3. EDA:**

- a) **Work Session:** The Council discussed holding a work session with the EDA prior to the next Council meeting. The work session will be held Monday April 3rd at 5:00pm in the Lanesboro Community Center lower level Meeting room.
 - b) **Resignation:** Mayor Johnson motioned to accept the resignation from the EDA from Council member Harvey. Member Resseman seconded the motion. Motion carried all in favor. Member Resseman stated he would be willing to take Harvey's place on the EDA, if member Smith would be willing to be the liaison to the Public Utilities. Member Smith agreed.
 - c) **Land Transfer:** Administrator Peterson noted that the Community Center Building owner of record is currently the EDA. Looking through documents it seems that the title was transferred from the City in order complete financing for the building renovation. All debt has been repaid; therefore a transfer back to the City would be appropriate. Member Drake motioned to move forward with the necessary paperwork to transfer the title. Member Smith seconded the motion. Motion carried all in favor.
4. **Bass Pond Parking area Land Transfer:** Mayor Johnson motioned to move forward with the necessary paperwork to transfer the title for the two parcels in the Bass Pond Parking area from the estate of Norris and Agnes Bothun to the City of Lanesboro. Member Resseman seconded the motion. Motion carried all in favor. Member Smith motioned to have Peterson check into the other two parcels titled to the School and the County. Mayor Johnson seconded the motion. Motion carried all in favor.

Next Meeting: Monday, April 3rd, 2017 at 5:30 p.m.

ADJOURN: Council Member Resseman moved to adjourn at 7:38 p.m. Motion seconded by Member Drake. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk