

**Lanesboro City Council**  
**Regular Meeting**  
**Monday, April 4, 2016**  
**5:30 p.m.**  
**City Council Chambers**

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

**Absent:** None

**Visitors:** Attorney Tom Manion, Michael and Char Brown, Hannah Wingert, Bretta Grabau, LuAnn Wilcox, Betsy Holbrook, Don Bell, Andy Drake, Jerod Wagner, Sandy Webb, and Phil Dybing

**Regular Meeting:**

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

- A. Agenda:** Member Johnson made a motion to approve the Agenda as submitted with the changes: Removal of the Consent Agenda, addition of Fire Department to Committee reports, addition of payable for Arendt, additions of Cropp Celebration discussion, addition of Concept Plan update to the top of Regular business, and Code of Conduct under miscellaneous. Motion seconded by Council Member Dybing. Motion carried all in favor.
- B. Minutes of the Regular Meeting March 7<sup>th</sup>, 2016:** Administrator Peterson noted the amendments needed of 1)Item C – the minutes should read St Mane Theater 2)Within the Public Hearing portion the condition to meet all state and federal guidelines should be added. Council member Dybing motioned to approve the minutes as amended. Council member Resseman seconded the motion. Motion carried all in favor.
- C. Payables:** Administrator Peterson added the request for payment to Randall Arendt in the amount of \$15,731.01 to the payables as presented. Member Resseman motioned to approve the amended payables. Member Dybing seconded the motion. Motion carried all in favor.
- D. Farmers Market Policy and Procedures:** Concerns were brought forward regarding the time frame listed, in that the current policy states that the vendors are allowed to stay longer than the hours of the Farmers Market. Council member Smith also wished to clarify that businesses are also allowed to join the Farmers Market. Member Smith motioned to approve the Farmers Market Policy and Procedures with the change of not allowing vendors to sell past the current Farmers Market time. Council member Johnson seconded the motion. Motion carried all in favor.
- E. Ordinance for Fire Lane:** Administrator Peterson asked to table this item until next month.

**Committee/Commission Reports:**

- A. Fire Department (Jerod Wagner):** Fire Chief Jerod Wagner was present to ask the Council to approve the appointment of two new fireman; Braden Hanson and Matt Schnebly. Member Johnson moved to approve the appointments. Member Resseman seconded the motion. Motion carried all in favor. Wagner also noted that the purchase of the fire truck was still in process.
- B. Public Utilities (Jason Resseman):** Member Resseman noted the LPU Commission had met on 03/15/16 for their regular meeting. The commission reviewed pay requests as well as change orders for the Water Treatment facility project. As well the commission discussed the application to the Climate Smart program. The commission then convened for a special meeting on 03/24/16 at which time it was decided not to submit application for involvement in the Climate Smart Municipalities program. LPU is also currently reviewing rates, conducting a line loss study; as well consider the water connections for the properties on Circle Drive.
- C. Planning & Zoning (Tom Dybing):** The commission reviewed permit applications for: a new building, solar array, building addition, fence replacement, during its regular March meeting. The commission also will be reviewing the current sidewalk ordinance for the downtown businesses. It was noted that Attorney Manion will issue a

letter to extend the permit application process for the Bonney's. Member Smith also asked if the Council could receive a copy of the minutes from the other boards, Peterson will provide them on a monthly basis.

- D. EDA (Tom Smith):** Discussion was had regarding the current ordinance governing the EDA. The Council would like for the current members of the EDA to decide whether they would like to remain at a 5 person commission or increase to a 7 member commission. Two of the commission members must be Council members. Chair Michael Brown will present to the EDA at their regular meeting on 04/06/16. Member Smith and Mayor Krom expressed interest in serving on the EDA. Further discussion was had regarding term limits as well as whether the Administrator/Clerk could serve as the treasurer.
- E. Public Works(Andy Drake):**
- 1. Walking Bridge:** Drake mentioned the northwest corner near the abutment needs to have the water diverted away. Member Johnson questioned if this was an existing problem or new. Drake stated this is a new issue, and plans to address the problem.
  - 2. Brush Dump:** Drake and Peterson relayed to the Council that last Tuesday staff was alerted to the fact that the brush dump was on fire. Staff then tried to put it out. On Sunday Peterson was notified that the brush dump was again on fire. The fire department was requested and again attempted to put the fire out. Drake noted the issue of the brush dump as the annual burning was not complete due to the Council's request. Member Johnson questioned if it would be cost effective to chip the existing pile, it was noted they felt this would be too expensive; however an estimate will be acquired. Drake noted concern that we need to be looking for a new site to place the brush dump. Administrator Peterson was asked to place an ad in the newspaper as well as online looking for land to purchase or lease 1-2 acres of land for the brush dump. Member Johnson will assist in the wording. Council determined to keep the existing brush dump open for the time being.
  - 3. Mower:** Drake presented two quotes for a new 3 point mower. The current mower is a disc mower, while the new one will be flail mower. The current mower is 21 years old. Mayor Krom motioned to approve the purchase of the mower from Hammell Equipment in the amount of \$5225 including the trade-in of the old mower. Member Johnson seconded the motion. Member Resseman questioned whether the areas that needed mowing could be replanted with plantings that did not require as much mowing. Drake stated the mower would be available in about a week. Motion carried all in favor.
  - 4. Pickup Truck:** Administrator Peterson researched different pricing options; special fleet pricing through MN Rural Water Association, State Bid pricing, as well as reached out to a local dealer who ultimately met the state bid pricing. Member Resseman questioned why the current truck needed replacement. Drake notes the current value of the existing truck. Further discussion was had regarding the funds appropriated as well as future equipment needs. Member Resseman motioned to approve the selling of the existing truck and plow. Member Johnson seconded the motion. Sale of the existing truck will be done at Director Drake's discretion, most likely towards the fall of 2016. Motion carried all in favor. Member Dybing motioned to approve the purchase of a 2016 model from Sugar Loaf Ford. Member Resseman seconded the motion. Motion carried all in favor.
  - 5. Snowplow:** Member Dybing motioned to approve the purchase of a flare top snow plow in the amount of \$5985 from Universal Equipment. Member Johnson seconded the motion. Motion carried all in favor.
- F. Ambulance (Deane Benson):** Director Benson noted that the Ambulance had recently purchased a Toughpad to use for electronic run sheets; the department is currently training on the device. Benson also has updated the Emergency Services Policy to reflect a change in title from First Responder to EMR, as well as an addition regarding missed calls while a volunteer is on call. Member Dybing motioned to approve the changes to the policy. Member Resseman seconded the motion. Motion carried all in favor. Benson also requested that a request for more volunteers for the Ambulance be placed on social media, as well as an insert in the Utility bills this month.
- G. Museum (Sandy Webb):** Sandy Webb was present to thank the Council for their support of the Museum. They have received many compliments, and continue to tell Lanesboro's story. Mayor Krom thanked Webb and the Museum Board for all of their work. Webb noted that they are 2/3 of the way through a project of entering all of the exhibits into a database. This project was made possible by the Carla & Vernon Schmidt Foundation as

well as a grant from the Minnesota Historical Society. Webb encouraged everyone to visit the Museum as new displays are happening often.

### **Community Interest:**

- A. **Regional Park Discussion:** LuAnn Wilcox was present to discuss the idea of applying for a Regional Park designation. This idea had been presented to the Park Board to which they supported the application. Wilcox will compile the information and complete the application, with the Park Board having the final approval of the application prior to submission. Member Johnson motioned to approve a resolution of support for the application. Mayor Krom seconded the motion. Discussion was had regarding the boundary of the park spaced to be considered. It was noted that exact boundaries have not been identified; however Wilcox will try to include Sylvan in the application. If designated at a high or medium level the park could then apply for Legacy Grants, to which \$8 million is given away annually. Motion carried all in favor.
- B. **Phil Dybing – Application for detachment:** Mr. Dybing presented his application for detachment. This was not a quick or easy decision for him; however he felt it was in his best interest to request detachment. He feels that there are limited city services at his property, and therefore does not fully benefit by paying the city property tax rate. He is requesting detachment for two parcels. Dybing assured the Council this had nothing to do with issue of a solar garden. He had looked into the possibility of different taxing districts, and found that was not a possibility. Dybing does own another parcel across from the south water tower that is not currently in the city limits, he stated he would be willing to look into bringing that into the limits in the future. Member Resseman inquired about the plans for the solar garden. Dybing stated this idea was on hold for now.

### **Regular Business:**

- A. **Concept Plan Update:** Chair of the EDA, Michael Brown was present to update the Council on the Concept Plan progress. There have been 22 meetings for community input. March 14 and 15 Randall Arendt was present to discuss topics covering the 1998 Comprehensive plan, the 20/20 plan, the 2014 Art Campus, as well as others. There has been a dedicated email set up as well as comment boxes placed around town, posters, articles in the newspaper, as well as TV coverage. The group has received input from over 200 residents. There will be two meetings held in the next week giving an overview of the topics, and asking for input on importance level. Next week Randall Arendt will again be here to go through the discussion items and themes. There will be an email sent to everyone that attended the input sessions that will have a survey to rank the top 5 priorities. The final draft will be complete in late May. They are expecting to hold an initial community session on mid-June to receive feedback on what worked and what did not work during this process. The final draft will be presented to the Council at the July meeting; the community input will be included in that presentation. Mayor Krom asked that in the future the Council be provided with a brief report on the progress of the plan. Member Smith expressed concern over expenses; Peterson explained that the project is on budget. Member Dybing questioned if further fundraising was happening, at this time there is not, however some of the pledged amount have come in higher than initially pledged.
- B. **Resolution receiving report:** Administrator Peterson noted that a draft of the report had been received. Peterson and Public Works Director Drake reviewed the report. It was determined that it would be best to hold off on a project for 2016 and complete a possibly larger scale project in 2017. Progress in determining the exact scope of the project as well as funding will continue.
- C. **Brew Pub and Distillery Ordinance:** Member Smith motioned to table the ordinance. Member Resseman seconded the motion. Discussion was had regarding the total number of allowable liquor licenses. State statute regulates that there may only be 4 on-sale licenses, while the City Council determines the number of off sale licenses available. It was also noted that off sale would be limited to the product the facilities are manufacturing. Member Resseman questioned what the limits of manufacturing would be. Member Johnson also noted the concern that there has already been conditional use permits granted, Attorney Manion noted the ordinance would not override those permits, noting the conditions applied are specific to the applicant. Motion carried all in favor to table the discussion.

- D. Tree Ordinance:** Member Resseman asked for additional time to review the ordinance. Member Johnson motioned to continue the discussion next month. Mayor Krom seconded the motion. Motion carries all in favor.
- E. Dam Information Update:** Mayor Krom discussed the two trips to the State Capital on March 14 and 15. Mayor Krom, Bethany Krom, Council member Johnson, and Administrator Peterson were fortunate to visit with several Senators on the 14<sup>th</sup>, as well as Lt. Governor Tina Smith. This same group along with Chamber Director Mulder visited with many Representatives at the Capital on the 15<sup>th</sup>. All of the meetings were engaging and showed a great knowledge of the Lanesboro Dam. Also noted was that many that had visited Lanesboro remembered the pastries served from the Lanesboro Pastry Shoppe. Funding of the dam is still unknown at this point; we are waiting to see if there will be tax and transportation bills passed, if so that will make way for a bonding bill.
- F. Drug and alcohol testing policy:** Mayor Krom asked if the Council saw any negative in enacting such a policy. Member Resseman noted concern that if a staff member had medical concerns they may use substances that would show up on the test. Administrator Peterson felt that if the staff member were under the influence they should not be operating equipment. Attorney Manion also noted that although the test would show they were under the influence, it would not be illegal. Motion carried all in favor.
- G. City Engineer discussion:** Administrator Peterson presented the idea of searching out services for a City Engineer. Concerns had been brought forward regarding the sharing of information; Attorney Manion suggested the contracts be reviewed. At this time the Council did not feel the need to seek services for a City Engineer.
- H. Continued Business:**
- a. **Drone Ordinance:** Members Smith and Resseman noted concerns that the proposed ordinance was too restrictive. Member Smith motioned to table the item until further information is presented. Member Resseman seconded the motion. Member Dybing noted perhaps there could be a permit to operate. Member Resseman noted it would be important to designate the type of drone specifically in the ordinance. Motion carried all in favor.
  - b. **Hal Cropp Celebration discussion:** Administrator Peterson read a letter from the volunteers organizing the 25<sup>th</sup> anniversary of Hal Cropp. Member Resseman noted he felt that is was best suited for the EDA to support. He also noted the City did appreciate all Hal Cropp's initiatives. Mayor Krom did voice concern over the wording on the advertising documents; currently it stated the City Council (and others) was inviting the public to join the celebration. The Council stated they would be happy to support Mr. Cropp personally, as well appreciated the invitation and are looking forward to the event.
  - c. **Code of Conduct:** Administrator Peterson presented a code of conduct for review, noting that there had been an incident at a Public meeting this month. Peterson felt that it was important to have a code of conduct to better protect the City as well as the working environment for volunteers and staff. Mayor Krom noted he approved of such a policy. Member Johnson motioned to approve the Code of Conduct Policy. Member Smith seconded the motion. Motion carried all in favor.

**Closed Meeting:** Mayor Krom closed the regular meeting at 8:05 p.m. for discussion on pending litigation of application for detachment position.

**Next Meeting: Monday, May 2<sup>nd</sup>, 2016 at 5:30 p.m.**

**ADJOURN:** Council Member Smith moved to adjourn at 8:40 p.m. Motion seconded by Council Member Resseman. Motion carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk