

**Lanesboro City Council**  
**Regular Meeting**  
**Monday, August 7<sup>th</sup>, 2017**  
**5:30 p.m.**  
**City Council Chambers**

**Present:** Autumn Johnson (Via telephone), Jason Resseman, Marge Drake, and Bridget Harvey

**Absent:** Tom Smith

**Visitors:** Attorney Tom Manion, Bretta Grabau, Char and Michael Brown, Brian Malm, Jenifer Hungerholt, Hannah Wingert.

**Regular Meeting:**

Mayor Pro-tem Jason Resseman called the Regular Meeting to order at 5:30 p.m.

**A. Agenda:** Member Drake motioned to approve the agenda as submitted with the following additions: LPU priorities, Dam Grant paperwork, live traps, Administrator evaluation, and Monthly meeting to Miscellaneous. Remove Police Contract and Resolution 2017-29 from consent agenda and move to Miscellaneous. Finally add a portion to discuss the purchase of real property as a closed portion of the meeting. Member Harvey seconded the motion. Vote was taken by roll call, motion carried all in favor.

**B. Approval of Minutes:**

1. Minutes of the Regular Meeting, July 3<sup>rd</sup>, 2017
2. Minutes of the Special Meeting, July 27<sup>th</sup>, 2017

Member Resseman motioned to approve the minutes as submitted. Member Harvey seconded the motion. Vote was taken by roll call, motion carried all in favor.

**C. Consent Agenda:**

1. Accounts Payable
2. Lot split application
3. Ayers Associates – Modified Contract
4. SEMCAC Vendor Agreement

Member Resseman motioned to approve the Consent agenda. Member Harvey seconded the motion. Vote was taken by roll call, motion carried all in favor.

**Committee Reports:**

- A. Public Works:** City Engineer Brian Malm noted that the Auburn / Zenith road project was moving forward as scheduled. He noted that there have been some unexpected events, however felt things were going well. Director Drake will be present at the September meeting to discuss addition items to be considered.
- B. Park:** Member Drake noted at the last Park Board meeting discussion was centered on the preparations for Buffalo Bill Days and the concern for the Park Road.
- C. EDA:** EDA Member Michael Brown addressed the Council regarding the need for recruiting additional members. It was noted that an ad had been placed in the newspaper, as well as requests on the City website. Mayor Pro-tem Resseman noted that he had contacted a couple of individuals, however was not successful in recruiting. Mayor Johnson noted that additional information be placed on the City

Website, as well as the City Facebook page. The Council would like to continue this discussion next month.

Brown also noted the EDA is requesting that the Council require the Planning & Zoning Commission to update the zoning ordinances and zoning map within a six month time limit. Mayor Pro-tem Resseman noted that the Zoning Commission will discuss this at their August meeting, and will present information to the Council in September.

#### **Community Interest:**

- A. SMIF Presentation:** Alissa Blaha was present to give an overview what the Southern Minnesota Initiative Foundation does, as well as current involvement. She thanked the Council for their past donations. Discussion was had regarding the types and limits of the grants available through SMIF.

#### **Regular Business:**

- A. Park Road – Resolution awarding contract:** City Engineer Brian Malm presented the results of the bid opening, noting that bids had come in higher than anticipated. Malm felt the bids were competitive, and would not offer a significant change if the project were to be rebid next year. Malm has reviewed the project, and perhaps found some cost saving options. He also offered that the bids were good for 45 days, therefore giving the City time to have further discussions with the School to determine the amount of assessment. Mayor Pro-tem Resseman motioned to table the Park road contract award. Mayor Johnson seconded the motion. Administrator Peterson will follow up with the school; as well attend the next school board meeting if needed. Mayor Johnson also noted that there are grants that can be applied for through the DNR. Vote was taken by roll call, motion carried all in favor.
- B. Pleasant / Sheridan Alley – Resolution awarding contract:** City Engineer Brian Malm presented the results of the bid opening, noting that bids had come in higher than anticipated. Malm felt the bids were competitive, and would not offer a significant change if the project were to be rebid next year. He felt that the engineers estimate had been underestimated. It was also noted that MnDOT is working with the City with regards to the State storm drains in this area. Mayor Pro-tem Resseman motioned to table the awarding of the contract. Mayor Johnson seconded the motion. Vote was done by roll call, with Mayor Johnson and Members Resseman and Harvey voting in favor. Member Drake abstained due to the fact she is a property owner within the proposed project. Motion carried.
- C. Auburn / Zenith:**
  - 1. Pay Request Application #2:** Mayor Pro-tem Resseman motioned to approve the request. Member Harvey seconded the motion. City Engineer Brian Malm noted that each pay request is approved from the engineer prior to presenting the request to Council. Vote was taken by roll call, motion carried all in favor.
- D. Continued Business:**
  - 1. Auburn / Zenith Change Order #1:** City Engineer Brian Malm noted that the cost of the change order was much more than the cost to implement the change later, should the Council decide to extend services. Mayor Johnson motioned to not approve the change order. Mayor Pro-tem Resseman seconded the motion. Mayor Johnson noted the concern that there were currently no plans to extend services at this time. She also noted that if at such time there were plans, this should be brought back before the Council. Malm also noted that the Feasibility Study for

extending sewer services is almost complete. Vote was taken by roll call, motion carried all in favor.

**E. Miscellaneous:**

1. **Leave of Absence:** Administrator Peterson noted that Deputy Clerk Darla Taylor would be taking an approximate three week leave of absence. Peterson requested the authority to hire someone part time if needed during this time. Mayor Pro-tem Resseman motioned to approve Peterson's authority to hire additional help if needed. Member Drake seconded the motion. Vote was taken by roll call, motion carried all in favor.
2. **Time Sheets:** Administrator Peterson noted that currently not all salaried staff members submit a time sheet. Mayor Pro-tem Resseman motioned to require all staff members, whether hourly or salaried, to submit a time sheet for payroll. Member Drake seconded the motion. Vote was taken by roll call, motion carried all in favor.
3. **LPU Priorities:** Mayor Johnson noted the desire to understand the priorities of the Public Utilities Commission. After discussing with staff their perspective, she noted that the staff felt the following should be priorities:
  - Electrical Upgrade
  - Electric Rate Study
  - Wastewater Treatment FacilityAdministrator Peterson will address this priority list with the Public Utilities Commission.
4. **Dam Grant Paperwork:** Mayor Pro-tem Resseman motioned to approve this signing of the grant contract paperwork with the State of Minnesota. Member Harvey seconded the motion. Vote was taken by roll call, motion carried all in favor.
5. **Live Trap:** Administrator Peterson noted residents concern with stray cats. The City of Preston owns live traps and loans them out to residents to use. Attorney Manion noted the concern for liability if the City were loaning out such items.
6. **Administrator Evaluation:** Administrator Peterson requested a two year evaluation from the Council, to be discussed at the September meeting.
7. **Police Contract:** It was noted that the City of Preston would also be reviewing this contract at their City Council meeting this same evening. Work on the contract was done with the assistance of Preston and Lanesboro, City Attorneys, and the League of MN Cities. Mayor Pro-tem Resseman motioned to approve the contract as submitted. Member Harvey seconded the motion. Vote was taken by roll call, with Mayor Johnson and members Harvey and Resseman voting yes, and Member Drake voting no, motion carried.
8. **Resolution 2017-29, Transfer of Funds:** Mayor Johnson motioned to approve Resolution 2017-29, transfer of funds. Mayor Pro-tem Resseman seconded the motion. Vote was taken by roll call, motion carried all in favor.
9. **Monthly Meeting:** It was discussed that there has been very low attendance at the monthly doughnuts and discussion meetings held on the first Thursday of the month at 9 a.m. For this reason it was suggested the meetings no longer be held. Mayor Pro-tem Resseman motioned to suspend holding the monthly meetings. Member Harvey seconded the motion. Vote was taken by roll call, motion carried all in favor.

At 6:33 p.m. Mayor Pro-tem Jason Resseman announced the meeting would then be closed to the public to consider offers for the purchase of real property pursuant to Minnesota Statute 13D.05, Subd. 3 (b)(3).

The meeting was then reopened to the public at 6:54 p.m., at which time Administrator Peterson made the announcement in the entry way.

**Next Meeting: Monday, August 7<sup>th</sup>, 2017 at 5:30 p.m.**

**ADJOURN:** Mayor Pro-tem Resseman moved to adjourn at 6:55 p.m. Motion seconded by Council Member Drake. Vote was taken by roll call, motion Carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk