

**Lanesboro City Council**  
**Regular Meeting**  
**Tuesday, September 5, 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, Hannah Wingert, Mike and Sonya Bubany, Karyl Tammel, Ron Amdahl, Ceil Allen, Vicki Torkelson

**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: Liability Coverage Waiver Form, Siren Purchase, Parking concern, Leave of Absence, and Key policy to Miscellaneous, a closed portion to discuss the purchase of real estate, and the removal of item 6- Public Utilities Commission Priorities under Regular Business. Member Drake seconded the motion. Motion carried all in favor.
- B. Approval of Minutes:**
1. Minutes of the Regular Meeting, August 7<sup>th</sup>, 2017  
Member Resseman motioned to approve the minutes as submitted. Member Johnson seconded the motion. Motion carried all in favor.
- C. Consent Agenda:**
1. Accounts Payable
  2. Wellhead Protection Plan
  3. Resolution 2017-30 Approving Proposed 2018 Tax Levy
  4. Data Practices Policy
  5. Safety Management Program
- Member Resseman motioned to approve the Consent agenda. Member Harvey seconded the motion. Motion carried all in favor.

Due to time constraints, the following discussion preceded the Committee Reports:

- A. Financing Recommendation: Mike Bubany of David Drown Associates was present to discuss the option for financing for the proposed Park Road and Pleasant/Sheridan Alley projects. Bubany gave an overview of the documents he provided as part of the packet. He recommended using the MN Rural Water Program for financing, using a local bank to purchase the financing.
- B. Auburn/Zenith Project – Pay Request #3, \$99,520.10 – Member Resseman motioned to approve payment of pay request #3, in the amount of \$99,520.10. Mayor Johnson seconded the motion. Motion carried all in favor.
- C. Agreement of Assessment and Waiver of Irregularity and Appeal: Engineer Brian Malm provided the agreements, noting they are regarding the water hook-ups for those on Circle Drive. Mayor Johnson motioned to approve the three previously signed by the land owners, as well as approve one contingent

on the property owner signing the agreement. Member Harvey seconded the motion. Motion carried all in favor.

- D. **Park Road Project:** Engineer Brian Malm reviewed the bids for the project, as well reviewed a possible change order to recognize a decrease in cost for the project. Discussion was then had regarding the possible dividing of the project, however it was noted this would not be advisable. Mayor Johnson motioned to accept the bid for the Park Road Project from Elcor Construction. Member Resseman seconded the motion. Motion carried with Mayor Johnson and Members Drake, Resseman, and Harvey voting yes; while Member Smith voted no.  
Mayor Johnson motioned to approve Change Order #1 for the Park Road Project. Member Harvey seconded the motion. Motion carried all in favor.
- E. **Pleasant/Sheridan Alley Project:** Engineer Brian Malm provided an overview of the proposed project as well as the bids received. Member Resseman motioned to wait on this project until a future date. Mayor Johnson seconded the motion. Public Works Director Andy Drake offered that additional ditch work will need to be done as well as patching to help protect and repair this road as much as possible. Motion carried all in favor, with Member Drake abstaining.
- F. **Financing Recommendation follow up:** Mayor Johnson motioned to approve City Administrator Michele Peterson, work with Engineer Brian Malm and Financial Advisor Mike Bubany to configure the financing for the Park Road Project. Member Resseman seconded the motion. Motion carried all in favor.
- G. **2003 Bridge Bond:** Mike Bubany provided a review of the information to prepay the 2003 Bridge Bond. Member Smith motioned to approve the prepayment of the bond with Resolution 2017-33. Member Resseman seconded the motion. Motion carried all in favor.

#### **Committee Reports:**

- A. **Public Works:** Public Works Director Drake was provided some pictures relating to the street adjacent to 200 Hillcrest. Noting that the current culvert pipe is made of clay and is in desperate need of repair. Drake noted piping necessary to replace is already on hand, so the only thing needed would be cement work to hold the culvert in place. Drake then discussed other culverts that are also in need of replacement. Mayor Johnson motioned to approve the repair of the culvert on the east side of Kenilworth Ave N. Member Harvey seconded the motion. Motion carried all in favor.  
Drake noted the FEMA work is almost complete; remaining is a small area to be blacktopped yet this month. The burning of both the old brush dump and the new site will be completed yet this year, with the old site being completed first.
- B. **EDA:** Member Smith motioned to approve appointing Phil Dybing to the Economic Development Authority Board. Member Harvey seconded the motion. Motion carried all in favor.

#### **Regular Business:**

##### **A. Continued Business:**

1. **2018 Budget:** Member Smith motioned to table until the October meeting. Member Resseman seconded the motion. Motion carried all in favor.
2. **Ordinance 31.70, Public Utilities Commission:** Member Smith noted concern for the wording in Section 2 "necessary." As well would like to add the phrase with Council approval for the ability to employ. He would also like to see the phrase with Council approval added to the compensation portion of the ordinance. Attorney Manion will review the ordinance as well as state statute concerning the ability make further changes. Member Smith motion to table until the October meeting. Member Resseman seconded the motion. Motion carried all in favor.

3. **Administrator Evaluation:** Item will be continued, discussion to be held at the next Council meeting.

**B. Miscellaneous:**

1. **North Valley Drive and Cedar Cliff Road:** Administrator Peterson noted that currently both of these roads are not public roads, and are actually private property. The City is currently maintaining both as public roads. Peterson requested to work with the land owners to come up with a written agreement for these spaces. The Council approved of Peterson preparing written agreements. Discussion will be continued.
2. **Minnesota Energy Resources:** Minnesota Energy Resources will be replacing several lines within the downtown area. As well as replacing and moving a regulator station. The current one is on the south side of the entrance to the dam. MN Energy had proposed placing a larger station on the north side of the dam entrance. City Engineer Brian Malm has been working with MN Energy to find an alternate placement for the regulator station. One suggestion was to place it on the west end of Kirkwood Street.
3. **LMC Regional Meetings:** Mayor Johnson moved to approve Peterson attending a LMC Regional Meeting this fall. Member Drake seconded the motion. Motion carried all in favor.
4. **Liability Coverage Waiver Form:** Mayor Johnson motioned to approve signing the LMC Liability Coverage Waiver Form. Member Harvey seconded the motion. Motion carried all in favor.
5. **Siren Purchase:** Administrator Peterson and Fire Chief Jerod Wagner received multiple estimates for equipment as well as installation. It was determined that the equipment should be purchased through Federal Warning Systems, while the installation will be done by Norman's electric, and the Programming by Ancom. The new siren will be placed at the old well location just off of Ridgeway Road. This siren will be activated monthly for testing, and in emergency situations by the Sheriff's office. The current siren across from the BP will be moved to the Water Treatment facility. The siren at the Fire Hall will still be used for the noon whistle. Mayor Johnson moved to approve the purchase and placement of the new siren. Member Smith seconded the motion. Motion carried all in favor.
6. **Parking Concern:** A concern was brought forward regarding the parking spaces adjacent to the trail and next to the Depot Building. The Council requested that Attorney Manion prepare an ordinance for the next meeting which would regulate the parking in this area. Further discussion was had regarding the designation of vehicles and times, as well as potential improvements at the ballfield. Mayor Johnson motioned to table the discussion until next month. Member Harvey seconded the motion. Motion carried all in favor.
7. **Leave of Absence:** Member Resseman requested a leave of absence from Planning & Zoning, HPC, and the EDA until January of 2018. Mayor Johnson motioned to approve of the absence. Member Harvey seconded the motion. Motion carried all in favor, with Member Resseman abstaining. A question was raised regarding how this absence would affect the required quorum protocol. Attorney Manion will review, and advise Administrator Peterson, who will then share the information with the various Boards.
8. **Key and Access Policy:** Mayor Johnson motioned to approve adoption of the Key and Access Policy with two clerical changes. Member Harvey seconded the motion. Motion carried all in favor.

At 7:00 p.m. Mayor Johnson 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), parcel ID 11.0150.070.

The meeting was then reopened to the public at 7:13 p.m.

**Next Meeting: Monday, October 2<sup>nd</sup>, 2017 at 5:30 p.m.**

**ADJOURN:** Member Resseman moved to adjourn at 7:14 p.m. Motion seconded by Council Member Smith.  
Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk