

**Lanesboro City Council**  
**Regular Meeting**  
**Monday, October 3<sup>rd</sup>, 2016**  
**5:30 p.m.**  
**City Council Chambers**

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

**Absent:** None

**Visitors:** Attorney Tom Manion, Bretta Grabau, Michael and Char Brown, Brian Malm, Bill Swanson, Ken Graner, Elaine and Mark Edwards, Phil and Kathie Rogers, Ceil Allen, Bethany Krom, Barb Jeffers, Marti and David Gray, Jim Watson, Tim Melver, Andy Batstone, and Bonnie Handmacher.

**Regular Meeting:**

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

**A. Agenda:** Member Resseman made a motion to approve the Agenda as submitted with the additions of: Chamber of Commerce update. Motion seconded by Council Member Dybing. Motion carried all in favor.

**B. Consent Agenda:**

1. Minutes of the Regular Meeting, September 6<sup>th</sup>, 2016
2. Minutes of the Special Meeting, September 15<sup>th</sup>, 2016
3. Minutes of the Emergency Special Meeting, September 22<sup>nd</sup>, 2016
4. Accounts Payable
5. Liquor and Tobacco Licenses 2017
6. Ordinance 54.06 – 2016 Public Utilities Fee Schedule
7. Closure of North Side of Coffee Street West October 8<sup>th</sup>, 2016
8. Resolution 2016-13 Accepting Donations
9. 2016 Sidewalk Assessments
10. Ordinance 30.111 City of Lanesboro Fee Schedule

It was requested that items 1, 2, 6, and 10 be removed from the Consent Agenda. Member Johnson motioned to approve the remaining Consent Agenda items. Motion seconded by Mayor Krom. Motion carried all in favor.

Council member Smith noted clerical errors within the Minutes of the Regular Meeting, September 6<sup>th</sup>, 2016. Smith requested that under the Public Hearing at 5:30, item #9, strike the comment road would turn to gravel. Additionally there was a spelling correction under miscellaneous item b.

Council member Smith noted in the Special Meeting Minutes of September 15, 2016 item B there was an error with the property noted. The area of concern should be listed as between the Cemetery and Rick Lamon's property.

Council member Smith inquired if the year was correct on the proposed ordinance 54.06. Administrator Peterson noted that indeed these were fees for 2016; the Commission will be reviewing and recommending changes for 2017 in the coming months.

Administrator Peterson noted that within ordinance 30.111, where it currently states Non-profit, it should also read 501C3. Member Smith noted that the Chicken Permit fee is also an annual fee. Mayor Krom also noted an error, an incorrect number across from Parks that needed to be deleted. Member Dybing motioned to approve the 4 items, #1, 2, 6, and 10. Member Smith seconded the motion. Motion carried all in favor.

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

- A. Ambulance:** Director Deane Benson was present to give a report for the Ambulance Department. He noted there have been many calls, keeping the service very busy. With regards to the missed call, the EMSRB has stated although it will be kept as part of our record, there would not be a fine. Benson discussed the need to add an additional charge for Glucagon and Epinephrine on calls, it was noted the Council did approve of the additional charges. Benson also noted he has been coordinating the inspection of equipment; as well the inspections will be completed every 2 years. Additionally Benson requested an update to the Policy for Emergency Services. Changes include a commitment for volunteers completing training, PERA eligibility for active members, and end of the weekend hours to be 2400 Sunday rather than 1800 Sunday. Mayor Krom motioned to approve the policy changes. Member Smith seconded the motion. Motion carried with Krom, Smith, Dybing, and Resseman voting in favor. Member Johnson abstained from voting as she is a member of the Ambulance crew.
- B. Police:** Officer Tim Melver was present to update the Council. Officer Melver stated that there had been three docking stations installed in squad cars, the computers are currently being programmed, as well the officers will receive training in the end of October. Officer Melver also stated that there are two new part time officers who are nearly complete with training.
- C. Administrator Update:** Administrator Peterson reviewed information with relation to the flooding from September 22<sup>nd</sup>. Noting that estimated damages had been sent to the County, and in turn submitted to the state in order to determine possible further assistance from State and or FEMA. Peterson thanked Deputy Clerk Darla Taylor for a job well done; Taylor will be with the City for one year on October 12, 2016. Peterson requested that Taylor be moved from a Step 3 to a 4. Member Smith inquired what the rate of pay would be, \$15.70 per hour. Member Dybing motioned to approve the step increase. Member Johnson seconded the motion. Motion carried all in favor. Peterson congratulated Public Utilities Superintendent Jim Peterson on 30 years with the City as of October 15<sup>th</sup>, 2016. Finally Administrator Peterson reviewed information on an upcoming training for office staff. Member Johnson motioned to approve attendance. Member Resseman seconded the motion. Motion carried all in favor.
- D. Chamber of Commerce:** Marti Gray was present representing the Chamber of Commerce. She noted a change in staffing. She also stated that the membership drive for 2017 had recently concluded. Gray recognized the Technology Committee had applied for and received a grant to complete a Tourism Analysis. They are continuing to search out additional grants. Gray also commented that the Community Committee is looking how to better partner with the school, community, and city. Recently there was a steering committee created to look at volunteerism. Lastly she noted that there are openings on the Chamber Board for 2017.

### **Community Interest:**

- A. Jim Watson – Sewer Connection:** Jim Watson owner of the Red Hotel was present to discuss the issue of the properties broken sewer line in Parkway Avenue. Watson provided background information of the subject, as well provided information as the opinion of the Lanesboro Public Utilities Commission. Administrator Peterson noted that the LPU had given the opinion that there did not appear to be an

issue with the main, and therefore would not be involved in the repair of the Watson's line. Watson stated what an importance the businesses are to Lanesboro, as well how much they support Lanesboro. Watson is requesting that the City help with the repairs of the sewer main. Watson requested the City allow his contractor to video the main using a procedure called a lateral lunge. Member Dybing referred to City Engineer Brian Malm regarding this procedure. Malm noted that this procedure could help them locate exactly where the break is, and provide for a smaller project if the entire length of the connection did not need to be dug up. Member Resseman motion to allow access to the sewer main for televising from the main to the connection. Member Johnson seconded the motion. Motion carried all in favor.

### **Regular Business:**

- A. Disability Parking space – 611 Kenilworth Avenue South:** Member Johnson motioned to approve the designation of a Disability parking space at 611 Kenilworth Avenue South. Mayor Krom seconded the motion. City Engineer Malm noted that it is very common that a space may not meet all of the requirements for a disability space; as well if a complaint is received the Council may have to meet those requirements, or undesignated the space. Motion carried all in favor.
- B. Pedestrian Crosswalk Signs:** Council member Smith brought this idea to the Council due to concern for elderly and children crossing at the intersection of Kirkwood and Parkway Avenue S. He noted that there is a slight knoll in the road, making it difficult to see pedestrians in the crosswalk. There is currently a painted crosswalk in this area. Discussion was then had regarding the signs themselves, Engineer Malm explained that the more expensive sign at \$330 was more durable and would survive being run over. Council asked Administrator Peterson to see if surrounding towns felt these signs had a positive impact and report back to the Council. Member Resseman motioned to table this discussion until further information is available. Mayor Krom seconded the motion. Motion carried all in favor.
- C. Auburn and Zenith Road Project:** Discussion was had over the need for the overlay on Zenith. Malm noted that the overlay would prevent further decay, which would allow for the road to last longer. Discussion was then had regarding the alley near Hillcrest; the Council would like to explore the idea of vacating that alley. Member Resseman motioned to approve Attorney Manion providing a resolution to vacate the alley. Member Johnson seconded the motion. Motion carried all in favor. Further discussion was had regarding the Park Road, the 2017 budget, and questions regarding the Survey process. It was noted that an overlay could last 10-15 years, while a full reconstruction has a life of 40-50 years. Member Resseman noted that he would prefer to stick with one project at a time. He felt that LPU money should be spend for Utilities only, as well City should only fund city projects. Member Dybing motioned to approve the options Phase 2, Phase 1A, and Phase 1B. Member Johnson seconded the motion. Motion carried with Krom, Dybing, Johnson, and Resseman voting in favor. Member Smith abstained due to the fact he is a property owner within the scope of the project.
  - 1. Resolution 2016-11 Ordering Improvement and Preparation of Plans and Specifications:**  
Member Johnson motioned to approve resolution 2016-11. Member Dybing seconded the motion. Motion carried with Krom, Resseman, Dybing, and Johnson voting in favor. Member Smith again abstained.
- D. 2017 Budget:** A brief discussion was had regarding the 2017 budget; several of the department meetings had taken place. Mayor Krom noted that he felt it was important to provide Health Insurance

to the staff; as well he would like to see everyone treated equally. Krom recommended the Council consider covering the cost of single coverage; staff could purchase family coverage if they chose to.

**E. Continued Business:**

- a) **City Driving Policy:** Member Johnson motioned to approve the City Driving Policy with the revision of adding volunteers. Member Resseman seconded the motion. Motion carried all in favor.
- b) **Herbicide Task Force:** An update was not available at this time.
- c) **Feasibility Study:** Bill Swanson was present to represent the EDA and provide an update on the Feasibility Study. Swanson provided a summary of the study. Member Smith inquired if they had received any further correspondence with Western Home Communities. Mayor Krom noted that he had spoken with them, and they had extended an invitation for a group from Lanesboro to tour of the facility and a presentation on October 24<sup>th</sup>. Mayor Krom motioned to support the EDA to work with Western Home Communities to continue the discussion and report back to the Council. Member Smith seconded the motion. It was noted that the City is not exclusive to Western Home Communities; they could receive offers from other developers. Also noted was that a property owner and the developer would need to address the Council to present a plan. A suggestion from Harmony EDA member Andy Batstone was to review all information in detail to ensure a proper understanding of the proposal. Discussion then turned to whether a facility would be operated as a for profit or a non-profit organization, it was determined that is yet to be decided. Member Johnson requested the scope of the EDA be defined. Mayor Krom noted that they would provide a report to the Council after the October 24<sup>th</sup> tour. Attorney Manion discussed the concern of a quorum being present at the tour. Administrator Peterson will verify there will not be a quorum of any group or commission. Also noted was that a specific site has not been identified at this time. Motion carried with Krom, Johnson, Dybing, and Smith voting in favor. Member Resseman voted no.
- d) **Concept Plan – Task Force:** Tom Smith provided an update for the Task Force. Volunteer Steve Harris will be writing some documents for publishing. Smith noted that work continue with Rochester City Lines, SEMCAC for transportation. Also discussed was the group had distributed surveys and were looking forward to their return. The Task Force will give a final update at the December meeting.

**Next Meeting: Monday, November 7<sup>th</sup>, 2016 at 5:30 p.m.**

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

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk