

**Lanesboro City Council
Regular Meeting
Monday, October 3, 2022**

Meeting held in the Lanesboro Community Center Meeting Room and via Zoom

Present: Jason Resseman, Mitchell Walbridge, Mindy Albrecht-Benson, Joe Goetzke, and Chase Bakke

Absent: None

Visitors: Attorney Joseph O’Koren, Brian Malm, Hannah Wingert, Bonita Underbakke, Geoff Griffin, Karen Heimdahl, Jerry Ritter, Lester Dunn, David Haugen, Rob Wagner, Andrzej Zalasinski, Joel Pfeffer, Officer Gidion Purdoehl, and Rick Lamon

Zoom Participants: Deane Benson, Brooke Pfeffer, Cathy Enerson, Iphone, Marlin Miner, Susan Ritter, Bill, ipad, Scott Sindelar, John Dahle, Melissa Vanderplas, and Corrine Hager.

Budget Workshop 5:30 p.m.: Council Members reviewed and provided comments for the following departments.

1. Emergency Services: A new position was created for a mechanic, therefore an increase to salary was requested. Additionally it was noted that a standard 2% increase was requested. Members noted a desire to have an accurate vehicle replacement schedule for trucks prior to budgeting for 2024. Administrator will report back information regarding the last increase to the Rural Board.
2. General Revenue: No comments were received.
3. Council: Increase in salaries per the February 7, 2022 City Council meeting.
4. Elections: No budget for 2023.
5. Museum: No comments were received.
6. Administration: A suggestion was made to provide a 3% cost of living increase, along with step increases per the Council’s pay plan for staff members. Member Albrecht-Benson requested actual increase amounts for those increases. Also discussed was the increase in health insurance costs, it was noted that an employee that previously waived the coverage was now in need of the coverage.
7. Police: Budgeted amount is still the preliminary, final figures have not yet been received.
8. EDA: No comments were received.

Regular Meeting:

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

- A. Agenda:** Member Albrecht-Benson motioned to approve the agenda with the following amendments: Remove change order from Project Reports item B, add Resolutions 2022-37 and 2022-38 to Project Reports item B, add Street to Department Reports, add Filthy 50 event as item F under New Business. Member Bakke seconded the motion. Motion carried with all in favor.

- B. Public Comments:** The following comments were heard:

- a. Lester Dunn: Shared that he appreciates the opportunity that Zoom has allowed for members of the public to remain engaged with the Council and activities in town. He feels it is a great option, and hopes that it continues.
- b. Karen Heimdahl: Encouraged the Council to hold a Public Hearing in order to consider amendments to the off-sale liquor license ordinances. She suggested that if there was an opportunity to reference state statute, rather than provide details in the ordinance themselves, that may be a better route to go.

C. Approval of Minutes:

- ❖ Minutes of the Regular Meeting, September 7, 2022: Member Goetzke motioned to approve the minutes as presented. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

D. Consent Agenda:

1. Accounts Payable
2. 2023 Liquor Licenses
3. Chamber of Commerce - Temporary Liquor License December 3, 2022
4. Lanesboro Arts - Temporary Liquor License Oct 8, Nov 18, Dec 23, 2022

Member Goetzke motioned to approve the Consent Agenda items as presented. Member Walbridge seconded the motion. Approval dates and signatures will be completed on the liquor license applications prior to them being submitted to the State for approval. Motion carried with all in favor.

E. Project Reports:

a. Wastewater Treatment Facility

- i. **Pay Request #22:** Brian Malm noted the recommendation of the pay request in the amount of \$188,388.80. Mayor Resseman motioned to approve the pay request. Member Bakke seconded the motion. The project is now 82.2% complete, plans are being made for start up of the new system as well as demolition of the current facility. Malm also noted that there would be a trail closure between Lanesboro and Whalan October 11-13, and that there will also be work completed on Coffee Street East during the month of October. Motion carried with all in favor.

b. 2022 Street & Utility Improvements:

- i. **Pay Request #2:** Brian Malm noted that Pay request #2 in the amount of \$229,947.45 is recommended for payment. Member Walbridge motioned to approve. Member Bakke seconded the motion. Motion carried with all in favor.
- ii. **Resolution 2022-37:** Mayor Resseman motioned to approve Resolution 2022-37 accepting the offer of the Minnesota Public Facilities Authority to purchase a \$345,334 General Obligation Water Revenue Note of 2022D, providing for its issuance and authorizing execution of a bond purchase and project loan agreement. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
- iii. **Resolution 2022-38:** Member Walbridge motioned to approve Resolution 2022-38 accepting the offer of the Minnesota Public Facilities Authority to purchase a \$461,728 General Obligation Sewer Revenue Note of 2022C, providing for its issuance and authorizing execution of a bond purchase and project loan agreement with water infrastructure funding grant. Member Bakke seconded the motion. Motion carried with all in favor.

F. Department Reports:

- a. **Street:** Supervisor David Haugen shared that an opportunity was presented to have the 600 block of Kenilworth Avenue paved yet this year has been offered. Administrator Peterson noted that the estimate was for \$30,000, of which the department had \$25,000 funds set aside, however the remaining \$5,000 would need to come from reserves. Mayor Resseman motioned to approve the work to be completed. Member Walbridge seconded the motion. Additional funding for the project will be taken from reserves. Motion carried with all in favor.
- b. **Park:** Member Walbridge shared that the Park Board had been reviewing priorities and have noted two projects they would ask the Council to consider. The first is roof replacement on the Gazebo roof, the cedar shakes would be replaced with commercial grade metal that would match the community center roof. A generous donation has been received in the amount of \$15,000, however the project is estimated to cost \$19,861.00. Member Walbridge noted that an additional grant has been applied for from the Area Foundation and requested the additional funding be allocated from the remaining ARPA funding. Member Goetzke motioned to approve the gazebo roof work along with the dedication of funds from ARPA. Mayor Resseman seconded the motion. Motion carried with all in favor. Walbridge noted that the second area of concern for the Park Board is the tennis courts. In order to determine what and how something could be built in this area, a feasibility study is recommended. The study is estimated to cost \$9,000, a grant in the amount of \$5,000 has been applied for. Walbridge requested that the remaining ARPA funds be allocated to the tennis courts project for the study as well as construction. Member Goetzke motioned to approve completion of the study as well as the dedication of funds. Member Walbridge seconded the motion. Motion carried with all in favor.
- c. **Chamber of Commerce:** Director Andrzej Zalasinski shared a spreadsheet showing the lodging tax revenue, and how those revenues are being utilized for tourism purposes. Zalasinski also shared visitor data, and website information, noting that things are going well this year.
- d. **EDA - Sparrow Valley Properties Agreement Amendment Consideration:** Developer Joel Pfeffer was present to request that the agreement be amended to show a pay as you go rather than payment at the end of the contract. Director Cathy Enerson shared the need to amend the contract in order to complete the project. Member Goetzke shared a review of last month's discussion at Council. Member Goetzke motioned to amend the development agreement to note payment would be made monthly based on submittance of invoices after all bank funds have been utilized. Member Bakke seconded the motion. It was noted that with this change this loan would be similar to already existing EDA loans. Motion carried with all in favor.

G. Continued Business:

- a. **Liquor Licensing Ordinance, Request to call Public Hearing repealing Ordinances 112.221, 112.30, 112.38, 112.39, 112.40, 112.401, 112.50, 112.51, 112.52, 112.53, 112.54, 112.55. Adopting Ordinance 112.06, and amending ordinances 112.03, 112.22:** Mayor Resseman motioned to call for a public hearing for the November meeting to consider amending the ordinances. Member Goetzke seconded the motion. Motion carried with all in favor.
- b. **Environmental Project:** Mayor Resseman motioned to present the installation of a thermal cooler in the Coffee, Beacon, Rochelle area to cool the storm water before it

enters the river as the environmental project noted in the settlement agreement pending the approval from Maslon Law. Member Albrecht-Benson seconded the motion. It was noted that this project is estimated to exceed the \$8,000 indicated in the agreement. Motion carried with all in favor.

- c. **Wastewater Treatment Facility Completion Inspection:** Mayor Resseman motioned that the Council as a whole should inspect the facility upon completion along with staff members. Member Bakke seconded the motion. Once the plant is up and running, Administrator Peterson will coordinate with the Engineers. Motion carried with all in favor.
- d. **18 Beacon Street (Setback Requirements, Floodplain, and Lot Coverage):** Mayor Resseman motioned to request the property be brought into compliance within 12 months for the Set-back, Floodplain, and Lot Coverage concerns. Member Goetzke seconded the motion. Motion carried with all in favor.

H. New Business:

- a. **G Cubed Development Agreement:** Council discussed the need for engineering oversight for the work to be completed. As well, members discussed the amount needed for the developer to escrow or letter of credit. Mayor Resseman motioned to require escrow in the amount of 125% of any work to be done off site, with the addition of \$50,000 for any on-site work to be held by an independent third party. Member Goetzke seconded the motion. Motion carried with all in favor. Member Goetzke motioned to amend the engineering oversight to reflect for on-site improvements including underground utility work and trench compaction at 25% to include critical inspection points. While keeping the off-site inspection as presented. Mayor Resseman seconded the motion. Members noted the uniqueness of the situation in that the developer is not crossing other privately owned property, and therefore the risk is with the developer. It was also discussed that the warranty period would begin once the work has been certified to be complete and to the specifications and standards of the City. Motion carried with all in favor. Member Goetzke motioned to amend section 17.1 item D to reflect that annual increases to these fees would not increase more than 3% and remove the provision capping the fees until 2045. Member Albrecht-Benson seconded the motion. Motion carried with all in favor. Mayor Resseman motioned to approve the amended agreement. Member Bakke seconded the motion. Motion carried with all in favor.
- b. **Walking Bridge to Little Norway:** Mayor Resseman motioned to table the discussion. Member Albrecht-Benson seconded the motion. Administrator Peterson will search out the cost to have a survey of the area completed. Motion carried with all in favor.
- c. **Zoom Option for City Meetings:** Mayor Resseman motioned to continue to offer the Zoom option, however the chat option should be removed. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
- d. **Board and Commission Term Limits:** Mayor Resseman motioned to post notice of board and commission volunteer openings. Member Goetzke seconded the motion. Administrator Peterson will provide information relating to term limits for each board. Motion carried with all in favor.
- e. **Safety Training:** Administrator Peterson requested approval to amend the current safety training contract with MMUA, in order to find cost savings from the new pricing schedule. Peterson suggested that a Regional Safety Group could be an alternative. Mayor Resseman motioned to approve the request. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

- f. **Filthy 50 Bike Event:** Member Bakke motioned to not allow the event to set up in the construction area of Coffee, Rochelle, and Beacon Streets. Member Walbridge seconded the motion. Motion carried with all in favor. Mayor Resseman motioned to close off the alley next to the Chamber contingent on verification that this would not negatively impact the other businesses in this area. Member Albrecht-Benson seconded the motion. Administrator Peterson will reach out to those businesses to verify prior to communicating with event coordinators. Motion carried with all in favor. Mayor Resseman motioned to approve the traffic plan submitted by event coordinators including the closing of Parkway Avenue from Elwood Street to Coffee Street on Saturday, October 8, 2022. Member Walbridge seconded the motion. Motion carried with all in favor.

I. Miscellaneous:

- a. **December 5, 2022 City Council Meeting Start Time:** Mayor Resseman motioned that the December meeting should begin no sooner than 4:30 p.m. Member Walbridge seconded the motion. Motion carried with all in favor.

Next Meeting: Monday, November 7, 2022 6:00 p.m.

ADJOURN: Mayor Resseman adjourned the meeting at 7:51 p.m.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk