

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
JANUARY 26, 2015

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of January was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, January 26, 2015, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Bernie Buehler, Ryan Hutchinson, Brian Krenz, and Mayor Mike Poellinger. Members absent: Dale Williams - Excused. Also present was City Administrator Bill Waller and City Attorney Skip Wieser.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. It was requested to add #3.11 – Baseball Boosters Raffle. Member Krenz made a motion, seconded by Member Hutchinson, as follows:

A MOTION TO APPROVE AFOREMENTIONED ADDITION TO THE PRINTED AGENDA

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 1 – CONSENT AGENDA

At this time, the Mayor read the following items to be considered as part of the Consent Agenda, including additional bills, for this regular meeting:

- 1.1 MINUTES – JANUARY 12, 2015
- 1.2 BILLS PAYABLE THROUGH JANUARY 22, 2015
- 1.3 CASH BALANCE/ACTIVITY REPORT – DECEMBER 2014
- 1.4 LIBRARY REPORT – DECEMBER 2014

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member Buehler made a motion, seconded by Member Krenz, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.1 – NO PARKING REQUEST

La Crescent Police Chief, Doug Stavenau, reviewed with City Council a request from City resident, Carolynn Devine, for a no parking area on the east side of Grandview Court in the 1400 block near the Devine residence. She also expressed a concern about vehicles parking too closely to the intersection with South 14th Street. At this time, it was proposed by Chief Stavenau that the department have increased attention to this area and enforcement of existing parking ordinance. No action taken.

ITEM 3.2 – INFRASTRUCTURE/PROJECT REVIEW

City Engineer Tim Hruska of WHKS reviewed with City Council the City's infrastructure which included roads, water main and sanitary sewer. Mr. Hruska also reviewed with Council the current engineering projects:

1. Well #2 Evaluation
2. Wellhead Protection Plan
3. Tennis Courts
4. Wagon Wheel Phase 1
5. Wagon Wheel Phase 2
6. Oak Street / Redwood Street
7. MS4 Permit
8. Street Inventory / 5-year CIP
9. 2014 State Aid Project
10. Radium Plant Modifications
11. Train Whistle
12. Utility Extensions to Proposed Annexed Parcels
13. Crescent Valley/Kinder Road Utility Extension
14. Miscellaneous Projects
15. Hillside Development

Council Member Dale Williams arrived at 6:15 p.m. No action taken.

It was recommended to Council to call for a Special City Council Meeting on Monday, March 2, 2015 at 5:30 p.m. to discuss the following:

1. Stoney Pointe Review
2. Senior Housing
3. Annexation Policy
4. Additional Items – mutual concur

Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

MOTION TO CALL FOR SPECIAL CITY COUNCIL MEETING ON MONDAY, MARCH 2, 2015 AT 5:30 P.M. TO DISCUSS THE FOLLOWING: STONEY POINTE REVIEW; SENIOR HOUSING; ANNEXATION POLICY; AND ANY ADDITIONAL ITEMS OF MUTUAL CONCUR.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.3 – AUTHORIZE TO ADVERTISE – TENNIS COURTS

City Administrator Waller reviewed with City Council revised plans and specifications of the proposed tennis court improvement project. This included a site plan from the City's Comprehensive Park and Recreation Plan, a cost estimate from Mathy Construction to reconstruct the tennis courts at Crucifixion Church and a letter from the USTA announcing a \$30,000.00 grant towards the construction of three post-tensioned concrete tennis courts. The total project cost for three black top tennis courts is estimated at \$240,000, and is expected to have a life expectancy of 18-20 years, with attentive maintenance. The total project cost for three post-tensioned concrete tennis courts is estimated at \$295,000 and it expected to have a life expectancy of 40-50 years. It was proposed to City Council to not expend funds to improve the court at Crucifixion Church but have these funds applied to current project before the Council. The proposed source of funding for the project is as follows:

1. \$224,640 – bond proceeds from 2011 recreational facility bond.
2. \$30,000 – USTA grant award.
3. \$30,000 – transfer of park dedication funds from Wildwood Development.
4. \$10,360 – 2014 general fund budget, street improvement fund.

It was recommended to City Council to approve the plans and specifications and authorize to advertise for bids for the construction of three post-tensioned concrete tennis courts at Frank J. Kistler Memorial Park. Following discussion, Member Krenz made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE PLANS AND SPECIFICATIONS AND AUTHORIZE TO ADVERTISE FOR BIDS FOR THE CONSTRUCTION OF THREE POST-TENSIONED CONCRETE TENNIS COURTS AT FRANK J. KISTLER MEMORIAL PARK.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.4 – AUTHORIZE SERVICE – WELLS #2 & #4

City Engineer Tim Hruska reviewed with City Council a proposal dated January 5, 2015 from Their Well to service wells #2 and #4. It was recommended to Council to accept the proposal submitted. Following discussion, Member Buehler made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE A PROPOSAL DATED JANUARY 5, 2015 FROM THEIR WELL TO SERVICE WELLS #2 AND #4 IN THE CITY OF LA CRESCENT.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.5 – FIRE DEPARTMENT RESIGNATION

City Council reviewed the January 7, 2015 letter of resignation from Dean Lewis from the La Crescent Fireman in training program effective immediately due to his family relocating. Following discussion, Member Williams made a motion, seconded by Member Krenz, as follows:

MOTION TO ACCEPT THE LETTER OF RESIGNATION FROM DEAN LEWIS FROM THE LA CRESCENT FIREMAN IN TRAINING PROGRAM EFFECTIVE JANUARY 7, 2015.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.6 – PLANNING COMMISSION MINUTES – JANUARY 7, 2015

City Council reviewed the Minutes from the January 7, 2015 Planning Commission Meeting. The Planning Commission recommended the following for consideration by City Council:

1. That the City Council accept a proposal submitted by MSA Professional Services in the amount of \$60,000.00 to develop the City's comprehensive plan;
2. Amend the City's 2015 general fund budget to reflect this expenditure; and
3. Cancel the Special City Council meeting that was called for February 3, 2015.

Following discussion, Member Buehler made a motion, seconded by Member Krenz, as follows:

MOTION TO ACCEPT A PROPOSAL SUBMITTED BY MSA PROFESSIONAL SERVICES IN THE AMOUNT OF \$60,000.00 TO DEVELOP THE CITY'S COMPREHENSIVE PLAN; TO AMEND THE CITY'S 2015 GENERAL FUND BUDGET TO REFLECT THIS EXPENDITURE; AND TO CANCEL THE SPECIAL CITY COUNCIL MEETING THAT WAS CALLED FOR FEBRUARY 3, 2015.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.7 – AUTHORIZE CITY HALL IMPROVEMENTS

City Council reviewed a memo from Shawn Wetterlin regarding the replacement of carpet in numerous offices at City Hall. There were two pricing bids received for removal, disposal, replace the existing carpet and new vinyl base in the following offices: reception; DMV; Police Chief; Building/Zoning; EDA; City Administrator; and the mailroom. Tri-State Carpets, Inc. submitted a bid of \$5,084.00 and Decker Design, Inc. submitted a bid of \$5,511.12. It was recommended to Council to accept the proposal submitted by Tri-State Carpets, Inc. There are funds in the repair and maintenance budget for City Hall for the costs associated with this improvement. Following discussion, Member Williams made a motion, seconded by Member Buehler, as follows:

MOTION TO ACCEPT A PROPOSAL SUBMITTED BY TRI-STATE CARPETS, INC. IN THE AMOUNT OF \$5,084.00 FOR THE REMOVAL, DISPOSAL, REPLACE THE EXISTING CARPET AND NEW VINYL BASE IN THE FOLLOWING OFFICES IN CITY HALL: RECEPTION; DMV; POLICE CHIEF; BUILDING/ZONING; EDA; CITY ADMINISTRATOR; AND THE MAILROOM, USING FUNDS IN THE REPAIR AND MAINTENANCE BUDGET FOR CITY HALL FOR THE COSTS ASSOCIATED WITH THIS IMPROVEMENT.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.8 – EAB CONTRACT AMENDMENT – TREE REMOVAL

City Attorney Wieser reviewed with City Council a proposed Amendment to the previously executed Emerald Ash Borer treet service contract with Today’s Tree Service. City Administrator Waller was able to secure additional grant funding for the removal of these trees. The amendment states the 2015 financial obligations and time frames for the contract. Following discussion, Member Krenz made a motion, seconded by Member Williams, as follows:

MOTION TO ACCEPT THE 1ST AMENDMENT TO CONTRACT REGARDING REMOVAL OF EMERALD ASH BORER TREES BETWEEN THE CITY OF LA CRESCENT AND TODAY’S TREE SERVICE, INC.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.9 – TENTATIVE AGREEMENT – LELS UNION

City Administrator Waller gave an overview to City Council regarding the Personnel Committee’s tentative agreement with the Law Enforcement Labor Services Union. The agreement is as follows:

1. Duration: Two Year Agreement, years 2015 and 2016.
2. Compensation: 2015 – 1.5% wage increase, and 2016 – 2.0% wage increase first of the year. Remove current step one, and advance time frames to each successive step. January 1, 2015 – Top step would be increased by 4.0% from the previous year’s top step.
3. Insurance: No increase to City contribution for insurance in 2015. Effective January 1, 2016 increase City contribution by \$25 per month single, and increase City contribution by \$50 per month for family coverage.
4. Uniform allowance: see new language in Article 20.
5. Overtime: Increase maximum accrual of compensatory time from 60 hours to 80 hours.
6. First responder/CPR certificate: Effective January 1, 2015, increase from \$1.00 per hour to \$1.50 per hour.

Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE CHANGES PROPOSED TO THE AGREEMENT WITH THE LAW ENFORCEMENT LABOR SERVICES UNION.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 3.10 – 2014 BUDGET ADJUSTMENTS

Council reviewed a list of suggested budget adjustments for the revenues and expenditures for 2014 and explanations of these from City Finance Director, Debra Shimshak. After discussion, Member Hutchinson introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 01-15-03

**A RESOLUTION APPROVING CERTAIN ADJUSTMENTS TO THE
2014 GENERAL FUND BUDGET**

WHEREAS, the City Council has been presented with proposed expenditure and revenue adjustments to the 2014 General Fund Budget by the Finance Director, and

WHEREAS, the City Council deems it in the best interest of the City to approve these adjustments as presented.

NOW THEREFORE BE IT RESOLVED that the City Council hereby approves the budget adjustments for the revenues and expenditures for 2014 as presented by the City Finance Director and as attached to these Minutes and marked as Exhibit 3.10.

Adopted this 26th day of January, 2015.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member Krenz and upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted.

ITEM 3.11 – BASEBALL BOOSTERS RAFFLE

City Council reviewed a gambling permit application from La Crescent Baseball Boosters for a raffle. City Administrator informed the Council that the application appears to be in order and recommended approval and that it authorize that it be submitted to the Minnesota Department of Public Safety. Following discussion, Member Hutchinson made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE A GAMBLING PERMIT TO LA CRESCENT BASEBALL BOOSTERS FOR A RAFFLE AND TO AUTHORIZE IT TO BE SUBMITTED TO THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY.

Upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried.

ITEM 6.1 – STAFF CORRESPONDENCES/COMMITTEE UPDATES – ECONOMIC DEVELOPMENT COMMISSION MINUTES – 1/12/2015

City Council reviewed the Minutes from the January 12, 2015 La Crescent Economic Development Commission meeting. No action taken.

ITEM 7.1 – CORRESPONDENCE – MN DEPT. OF HEALTH – WELLHEAD PROTECTION

City Council reviewed a correspondence dated January 13, 2015 from the Minnesota Department of Health regarding the extension of the wellhead protection planning completion date to December 15, 2016. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

The La Crescent Chamber of Commerce reported that they will be having their annual meeting on February 28, 2015 at 5:30 p.m. at Pettibone Resort.

City resident, Carolyn Devine, addressed the Council regarding Item 3.1. No action taken.

There being no further business to come before the Council at this time, Member Williams made a motion, seconded by Member Buehler, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:45 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator