

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
FEBRUARY 8, 2016

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of February was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, February 8, 2016, 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, Dale Williams and Mayor Mike Poellinger. Members absent: None. 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. There were no changes requested.

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 25, 2016
- 1.2 BILLS PAYABLE THROUGH FEBRUARY 4, 2016

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 Krenz made a motion, seconded by Member Buehler, 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
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.1 – NO PARKING ORDINANCE

City Attorney Wieser reviewed with City Council a draft of Ordinance No. 499 that amends the No Parking regulation on Sycamore Street. Following discussion, Member Buehler introduced the following Ordinance and moved its passage and adoption:

ORDINANCE NO. 499

**AN ORDINANCE OF THE CITY OF LA CRESCENT REGULATING
PARKING ON SYCAMORE STREET**

The City Council of the City of La Crescent, Houston County, Minnesota, hereby ordains:

SECTION I. There shall be no parking on the east side of Sycamore Street beginning at a point with coordinates N43.833357, W-300457; thence north 22 feet in a straight line to a point with coordinates N43.8333681, W-91.300446; as shown on the attached Exhibit A.

SECTION II. Any person, firm or corporation that violates this Ordinance shall upon conviction be guilty of a petty misdemeanor. The penalty which may be imposed under this Section shall be a \$300.00 fine.

SECTION III. These provisions shall become effective from and after due passage and enactment and publication, according to law.

PASSED AND ENACTED this 8th day of February, 2016.

Mayor

ATTEST:

City Administrator

The foregoing Motion was duly seconded by Member Hutchinson and upon a roll call vote taken and tallied by the City Attorney, 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 Ordinance was declared duly passed and adopted.

City Attorney Wieser then reviewed with Council the Summary Ordinance for publication. The Council made the following findings of facts: that publication of the summary informs the public of the intent and effect of the Ordinance.

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

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE NO. 499 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH “OFFICIAL COPY” SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR

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 3.2 - FEE SCHEDULE ORDINANCE

City Attorney Wieser reviewed with City Council the update to the City’s fee schedule for 2016. It was recommended to City Council to adopt the Ordinance which will finalize the action that was taken at the last City Council Meeting. Following discussion, Member Hutchinson introduced the following Ordinance and moved its passage and adoption:

ORDINANCE NO. 500

AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF LA CRESCENT AS SET FORTH IN ORDINANCE NO. 404, ORDINANCE NO. 483, AND ORDINANCE NO. 492

The City Council of the City of La Crescent, Houston County, Minnesota hereby ordains:

1. The La Crescent City Code established on March 8, 2004, stated that certain fees may be set from time to time by the City Council.
2. The La Crescent City Code was amended on January 13, 2014 to amend certain fees as set in 2014.
3. The La Crescent City Code was amended again on February 9, 2015 to amend certain fees as set in 2015.
4. The City staff has reviewed the fees which the City currently charges and is recommending that the fee schedule be amended in 2016 as follows:

FIRE

FIRE - risk reduction services	2015
CPR certificate initial and refresher class (includes book, pocket mask and AHA certification care)	\$65.00
First aid class (includes book and	\$55.00

certification card)	
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GOLF

2016 SEASON PASSES – GOOD ANYTIME REQUIRES TEE TIME (ON A 1ST COME BASIS)	
FAMILY – INCLUDES 2 ADULTS AND CHILDREN UNDER THE AGE OF 17	\$500.00 – ½ OFF CART FEE ON FRIDAYS FOR HOLDERS OF SEASON PASS
SINGLE	\$375.00 – ½ OFF CART FEE ON FRIDAYS FOR HOLDERS OF SEASON PASS
COUPLES WITH CAR (2 ADULTS)	\$900.00
2016 DAILY FEES	
9 HOLES	\$12.00
18 HOLES	\$19.00 OR \$31.00 W/RIDING CART
RIDING CART – ROUND	\$8.50 PER PERSON
WEEKENDS AND HOLIDAYS	
9 HOLES	\$13.00
18 HOLES	\$20.00 OR \$32.00 W/RIDING CART
RIDING CART – ROUND	\$8.50 PER PERSON
SENIOR (60+)	
9 HOLES – WEEKDAY	\$ 10.00
9 HOLES – WEEKEND	\$ 11.00
18 HOLES – WEEKDAY	\$15.00 OR \$27.00 W/RIDING CART
WEEKEND/HOLIDAYS	\$16.00 OR \$28.00 W/RIDING CART
JUNIOR RATES – 11-16 YEARS	
9 HOLES - EVERY DAY	\$5.00
18 HOLES – EVERY DAY	\$8.00 - MAY RIDE FREE WITH PAID ADULT
JUNIOR RATE (10 AND UNDER)	
9 HOLES - EVERY DAY	\$ 3.00
18 HOLES – EVERY DAY	MAY RIDE FREE WITH PAID ADULT
JUNIORS 10 AND UNDER PLAY FREE AFTER 3:00 P.M. WITH PAID ADULT GREEN FEE	
MEN AND WOMEN’S DAY AT THE COURSE	
MEN’S DAY – 9 HOLES \$10.00, 18 HOLES \$16.00 OR \$27.00 W/RIDING CART	
WOMEN’S DAY – 9 HOLES \$10.00, 18 HOLES \$16.00 OR \$27.00 W/RIDING CART	
EARLY BIRD BEFORE 10:30 A.M. - \$9.00 GOLF/\$7.00 CART	
(EXCLUDING HOLIDAYS).	

POLICE

POLICE	2016
ADMINISTRATIVE FINE FEE SCHEDULE	

Miscellaneous	
Fingerprinting	\$20.00
Vehicle Towing Fee	\$100.00

PUBLIC WORKS

PUBLIC WORKS	2016
Labor	\$47.00

RECREATION

RECREATION	2016	
	CITY/TWN	OUT OF
BASEBALL	\$35.00	\$45.00
SOFTBALL	\$35.00	\$45.00
TENNIS	\$35.00	\$45.00
GOLF		
YOUTH	\$35.00	\$45.00
ADULT	\$50.00	\$60.00
VOLLEYBALL	\$35.00	\$45.00
OPEN VOLLEYBALL	NO CHARGE	NO CHARGE
BASKETBALL	\$35.00	\$45.00
SWIMMING LESSONS	\$30.00	\$40.00
SWIM TEAM	\$35.00	\$45.00

ZONING

ZONING	2016
Fence permit - Non-Profits exempt from fee	\$15.00
Solar Array Panels	\$35.00

These fees shall become effective from and after due passage and enactment and publication according to law.

ADOPTED this 8th day of February, 2016.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing Motion was duly seconded by Member Buehler and upon a roll call vote taken and tallied by the City Attorney, 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 Ordinance was declared duly passed and adopted.

City Attorney Wieser then reviewed with Council the Summary Ordinance for publication. The Council made the following findings of facts: that publication of the summary informs the public of the intent and effect of the Ordinance.

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

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE NO. 500 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH “OFFICIAL COPY” SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR

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 - 2015 GENERAL FUND BUDGET ADJUSTMENTS

City Administrator Waller reviewed with City Council a list of suggested budget adjustments for the revenues and expenditures for 2015. The increase to any of the department budgets does not necessarily indicate an overspending in that department, as many have offsetting revenues. This year expenditures are anticipated to exceed revenues by \$260,426 which the majority of this is due to the transfer of funds to the 2013 Capital Equipment. City Council reviewed a memo from City Finance Director explaining any significant adjustments. Following discussion, Member Williams introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 02-16-03

**A RESOLUTION APPROVING CERTAIN ADJUSTMENTS TO THE
2015 GENERAL FUND BUDGET**

WHEREAS, the City Council has been presented with proposed expenditure and revenue adjustments to the 2015 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 2015 as presented by the City Finance Director and as attached to these Minutes and marked as Exhibit 3.3.

Adopted this 8th day of February, 2016.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member Hutchinson 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 3.4 – ON SALE 3.2 LIQUOR LICENSE APPLICATION

City Administrator Waller gave an overview to City Council regarding a 3.2 Liquor License application from La Crescent Montessori and Stem School for an event to be held at 116 South Oak Street on February 26, 2016. A representative from the school was present to also explain the fundraiser. The application appears to be in order and it was recommended to Council to approve the issuance of this license. Following discussion, Member Hutchinson made a motion, seconded by Member Krenz, as follows:

MOTION TO AUTHORIZE THE ISSUANCE OF A 3.2 LIQUOR LICENSE TO THE LA CRESCENT MONTESSORI AND STEM SCHOOL FOR AN EVENT TO BE HELD AT 116 SOUTH OAK STREET ON FEBRUARY 26, 2016.

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 – PLANNING COMMISSION MINUTES – JANUARY 12, 2016

City Planning Commission Chairman Don Smith reviewed with City Council the Minutes of the January 12, 2016 Planning Commission Meeting. This was informational and no action was taken.

ITEM 3.5 – PLANNING COMMISSION MINUTES – FEBRUARY 2, 2016

City Planning Commission Chairman Don Smith reviewed with City Council the Minutes of the February 2, 2016 Planning Commission Meeting. The Planning Commission is recommending amendments to the City's Zoning Ordinance. City Council reviewed the amendments to the City's Zoning Ordinance, Chapter 12 as presented by the Planning Commission. Following discussion, Member William made a motion, seconded by Member Buehler, as follows:

MOTION TO ADOPT THE PROPOSED AMENDMENTS TO THE CITY'S ZONING ORDINANCE, CHAPTER 12 AS PRESENTED BY THE CITY'S PLANNING COMMISSION.

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 – SPECIAL ASSESSMENT RESOLUTION

City Attorney Wieser reviewed with City Council a Resolution vacating special assessments for Parcel No. 25.1167.00 per a request from the Houston County Assessor's office. Following discussion, Member Williams introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 02-16-2

**A RESOLUTION VACATING SPECIAL ASSESSMENTS FOR PARCEL
NO. 25.1167.000 LOCATED IN THE CITY OF LA CRESCENT,
HOUSTON COUNTY, MINNESOTA**

WHEREAS, in 1987 and 1989 the City of La Crescent established Assessment Roll #25883 for improvements located on North 4th Street;

WHEREAS, the Houston County Auditor recently contacted the City of La Crescent about said assessment requesting permission to cancel the Assessment Roll;

WHEREAS, the La Crescent City Council has determined the assessment is not valid;

NOW THEREFORE BE IT RESOLVED, by the La Crescent City Council:

That the City Council of the City of La Crescent hereby determines it is in the best interest of the City to cancel and vacate said Assessment Roll, reserving the right to re-assess the property in the future if the property is ever subdivided or improved.

ADOPTED this 8th day of February, 2016.

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 3.8 – LICENSE RENEWALS

City Council reviewed a proposed license renewal for 2016 for Risch Heating and Air Conditioning for Gas Installer. The application appears to be in order and it is recommended the City Council approve the license application as presented. Following discussion, Member Krenz made a motion, seconded by Member Buehler, as follows:

MOTION TO APPROVE THE LICENSE RENEWAL FOR 2016 FOR GAS INSTALLERS TO RISCH HEATING AND AIR CONDITIONING.

Upon a roll call vote taken and tallied by the City Attorney, 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 – 1/11/2016

City Council reviewed the Minutes from the January 11, 2016 La Crescent Economic Development Commission meeting. No action taken.

ITEM 6.2 – STAFF CORRESPONDENCES/COMMITTEE UPDATES – MADE IN MINNESOTA PROGRAM APPLICATION

City Council reviewed information regarding the Minnesota Department of Commerce 2016 Made in Minnesota Program regarding solar panels. The program provides funding to install solar electric systems also known as solar photovoltaic (PV) using solar modules certified as manufactured in Minnesota. Tim Gulden of Winona Renewable Energy will be submitting an application to the Department of Commerce on behalf of the City of La Crescent by February 28, 2016. The applications are not competitive and are selected based on a lottery system. No action taken.

ITEM 7.1 – CORRESPONDENCE – MN DEPARTMENT OF PUBLIC SAFETY - TRAINING

City Administrator Waller reviewed with City Council information regarding a training opportunity for elected officials and senior leaders to be held at the Houston County Government Center on March 9, 2016 regarding defining their role during an emergency as defined under the Incident Command System. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

A representative of the La Crescent Chamber of Commerce updated City Council regarding the Chamber's Annual Meeting on February 20, 2016.

There being no further business to come before the Council at this time, Member Hutchinson 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 5:51 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator