

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
MARCH 10, 2025

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of March was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, March 10, 2025.

Upon a roll call taken and tallied by the City Clerk, the following members were present: Members Cherryl Jostad, Chris Langen, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present were, City Administrator Bill Waller, City Attorney Skip Wieser, Public Works Director Tyler Benish, City Engineer Tim Hruska, Community Development Director Larry Kirch, and City Clerk Angie Boettcher.

Also in attendance were Gary Hougom and Brandon Crary from Hilltopper Refuse and Recycling Services, Inc.

ITEM 1 – CONSENT AGENDA

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

- 1.1 MINUTES – FEBRUARY 24, 2025
- 1.2 BILLS PAYABLE THROUGH – MARCH 7, 2025

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 Langen made a motion, seconded by Member O'Donnell-Ebner, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

ITEM 3.1 – 2025 STREET PROJECT – APPROVE PLANS & SPECIFICATIONS/AUTHORIZE TO ADVERTISE FOR BIDS

City Engineer Tim Hruska reviewed with City Council the 2025 local street improvement project. The total project cost is estimated at approximately \$946,000. Portions of South 6th Street and Oak Street are included in the City’s 2025-2029 Street Reconstruction Plan, and the cost for the project will be included in the upcoming 2025 bond issue, along with the use of Municipal State Aid funds and Active Transportation grant dollars. In order to proceed with the project, it was recommended that City Council approve the plans and specifications and authorize to advertise for bids on the 2025 local street improvement project. A map of the streets was included for City Council’s review. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE 2025 LOCAL STREET IMPROVEMENT PROJECT AT A COST OF APPROXIMATELY \$946,000 WITH THE FUNDS COMING FROM THE 2025 BOND ISSUE AND USE OF MUNICIPAL STATE AID FUNDS AND ACTIVE TRANSPORTATION GRANT DOLLARS AND AUTHORIZE ADVERTISING FOR BIDS FOR THE PROJECT.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O’Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

ITEM 3.2 – DISCUSSION – SOLID WASTE CONTRACT EXTENSION

City Administrator Bill Waller reviewed with City Council information for a solid waste contract extension with Hilltopper Refuse and Recycling. The current contract will expire on December 31, 2025. It was recommended that City Council authorize City Attorney Wieser to put together a contract extension with Hilltopper Refuse and Recycling and bring it back to a City Council meeting in April. Following discussion, Member Langen made a motion, seconded by member O’Donnell-Ebner as follows:

MOTION TO AUTHORIZE CITY ATTORNEY WIESER TO PUT TOGETHER A CONTRACT EXTENSION WITH HILLTOPPER REFUSE AND RECYCLING AND BRING IT BACK TO A CITY COUNCIL MEETING IN APRIL.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

ITEM 3.3 – FEE SCHEDULE AMENDMENT – SOLID WASTE FEES

City Council reviewed a letter from Finance Director Kara Tarrence requesting that City Council adopt an Ordinance amending the master fee schedule raising the cost of City garbage bags from \$2.90 to \$3.00 due to cost increases from Flexible Plastics (garbage bag supplier) and Hilltopper Refuse and Recycling bag pick-up service. Following discussion, Member Jostad introduced the following Ordinance and moved its passage and adoption:

ORDINANCE NO. 590

AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF LA CRESCENT AS SET FORTH IN ORDINANCES NO. 404, NO. 438, NO. 448, NO. 459, NO. 483, NO. 492, NO. 500, NO. 540, NO. 542, NO. 544, NO. 545, NO. 548, NO. 552, NO. 554, NO. 557, NO. 564, NO. 565, NO. 566, NO. 569, 571, 579, 583, and NO. 589

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 28, 2008, January 12, 2009, January 11, 2010, January 13, 2014, February 9, 2015, February 8, 2016, February 24, 2020, April 13, 2020, April 27, 2020, May 18, 2020, December 14, 2020, April 20, 2021, and December 13, 2021, December 19, 2022, February 13, 2023, April 24, 2023, June 26, 2023, July 24, 2023, December 11, 2023, December 16, 2024 by Ordinance to amend certain fees.
3. The Fee Schedule has been reviewed by City Staff and amended each year from 2016 to 2024 by Motions passed by City Council. These amendments passed by City Council shall remain in effect.
4. The city staff has reviewed the fees which the city currently charges and is recommending that the fee schedule be amended as follows:

SOLID WASTE	2025
Price Per Bag	\$ 2.90 to \$3.00
Recycling	\$3.50per month

PASSED AND ENACTED this 10th day of March, 2025.

Mayor

City Administrator

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

- | | |
|------------------------|-----|
| Cherryl Jostad | Yes |
| Chris Langen | Yes |
| Teresa O'Donnell-Ebner | Yes |
| Dale Williams | Yes |
| Mayor Poellinger | Yes |

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

Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 590 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 Clerk, the following Members voted in favor thereof, viz;

- | | |
|----------------|-----|
| Cherryl Jostad | Yes |
|----------------|-----|

Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

ITEM 3.4 – PERSONNEL COMMITTEE RECOMMENDATION

The following personnel recommendation was presented to the City Council for consideration:

1. To promote Assistant Fire Chief/Fire Marshal Josh Tarrence to the position of Fire Chief effective March 10, 2025. Mr. Tarrence has been serving as the Interim Fire Chief since Tom Paulson resigned from the position in November 2024. Pursuant to the terms and conditions of the Fire Department Rules and Regulations, Mr. Tarrence will serve a twelve (12) month probationary period. Following discussion, Member Williams made a motion, seconded by Member Lange as follows:

MOTION TO APPROVE THE PROMOTION OF ASSISTANT FIRE CHIEF/FIRE MARSHAL JOSH TARRENCE TO THE POSITION OF FIRE CHIEF EFFECTIVE MARCH 10, 2025, WITH MR. TARRENCE SERVING A TWELVE-MONTH PROBATIONARY PERIOD PURSUANT TO THE TERMS AND CONDITIONS OF THE FIRE DEPARTMENT RULES AND REGULATIONS.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

and Mayor Poellinger abstained. The motion was declared duly carried by a 4-0 vote.

ITEM 3.5 – LEGISLATIVE COMMISSION ON MINNESOTA RESOURCES APPLICATION – LETTER OF SUPPORT

Community Development Coordinator Larry Kirch reviewed with City Council a letter authorizing the submittal of a Legislative Citizen Commission on Minnesota Resources (LCCMR) Environmental Trust Fund application for the Root River Trail extension project. The application seeks funding for the planning, environmental review process, and engineering design for the final eighteen miles of the Root River Trail from La Crescent to Hokah, and Houston. The city engineer prepared the cost estimate. The

application requests \$2,430,000 which is seventy-five percent (75%) of the total cost of \$3,239,439. The city's share is a twenty-five percent (25%) match or \$809,860. The city would also contribute \$145,000 in-kind for several city staff to administer and undertake the project. The program is a reimbursable program, and the application is due March 19, 2025. It was recommended that City Council authorize Mr. Kirch and City Administrator Bill Waller to submit the application on behalf of the City of La Crescent. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO AUTHORIZE COMMUNITY DEVELOPMENT COORDINATOR LARRY KIRCH AND CITY ADMINISTRATOR BILL WALLER TO SUBMIT AN APPLICATION OF A LEGISLATIVE CITIZEN COMMISSION ON MINNESOTA RESOURCES (LCCMR) ENVIRONMENTAL TRUST FUND APPLICATION FOR THE ROOT RIVER TRAIL EXTENSION PROJECT ON BEHALF OF THE CITY OF LA CRESCENT.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

ITEM 3.6 – 2025 VECTOR CONTROL AGREEMENT

City Council reviewed for approval the 2025 purchase contract regarding mosquito abatement services. Vector Control remains part of the MS4 requirements. The contract is once again through Driftless Region Vector Control and compensation is a total of \$3,386 and includes canvassing-initial check and two rechecks, monitoring standing water, placement of mosquito egg traps, and recording. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE 2025 PURCHASE CONTRACT FOR MOSQUITO ABATEMENT SERVICES BETWEEN THE CITY OF LA CRESCENT AND DRIFTLESS REGION VECTOR CONTROL FOR \$3,386 TO INCLUDE SERVICES AS STATED.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes

Dale Williams	Yes
Mayor Poellinger	Yes

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

ITEM 3.7 – 2025 MEMORIAL DAY EVENT

Mayor Poellinger reviewed with City Council for approval the formation of a city-lead committee that would be responsible for planning the city’s annual Memorial Day Celebration. It is becoming more difficult for the American Legion members to coordinate the celebration. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE FORMATION OF A CITY-LEAD COMMITTEE THAT WOULD BE RESPONSIBLE FOR PLANNING THE CITY’S ANNUAL MEMORIAL DAY CELEBRATION.

Upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O’Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

ITEM 3.8 – DONATION REQUEST

City Council reviewed a letter from Police Chief Luke Ahlschlager regarding a “Ride to School” with a Police Officer donation request from the La Crescent Montessori & STEM School 23rd Annual Chili & Chocolate Dinner and Silent Auction Fundraiser to be held of March 14th, 2025. If approved, a prize certificate would be created and provided for the event. The winner would coordinate with the police department to arrange the ride. It was recommended that City Council approve the donation prize. Following discussion, Member Jostad made a motion, seconded by Member O’Donnell-Ebner as follows:

MOTION TO APPROVE THE POLICE DEPARTMENT TO PROVIDE A DONATION PRIZE OF A “RIDE TO SCHOOL” WITH A POLICE OFFICER FOR THE LA CRESCENT MONTESSORI & STEM SCHOOLS 23RD ANNUAL CHILI & CHOCOLATE DINNER AND SILENT AUCTION TO BE HELD ON MARCH 14, 2025.

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.9 – RIDE TO CURE DIABETES BICYCLE TOUR

City Council reviewed a letter from Police Chief Luke Ahlschlager regarding the Juvenile Diabetes Research Foundation (JDRF) Ride to Cure Diabetes scheduled for Saturday, August 9, 2025. In support of the event Police Chief Ahlschlager is requesting permission for the La Crescent Police Department to assist with traffic control at the intersection of South Chestnut Street and Highway 16 (northbound lanes) to facilitate the safe crossing of participants. The expected impact on normal traffic flow is minimal. It was recommended that City Council approve Chief Ahlschlager's request. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE THE LA CRESCENT POLICE DEPARTMENT TO ASSIST WITH TRAFFIC CONTROL AT THE INTERSECTION OF SOUTH CHESTNUT STREET AND HIGHWAY 16 (NORTHBOUND LANES) TO FACILITATE SAFE CROSSING FOR CYCLING PARTICIPANTS DURING THE JUVENILE DIABETES RESEARCH FOUNDATION RIDE TO CURE DIABETES TO BE HELD ON SATURDAY, AUGUST 9, 2025.

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.10 – AUTHORIZE EXPENDITURE – WIESER PAVILION

Public Works Director Tyler Benish reviewed with City Council a quote from ServiceMaster for general cleaning services at Wieser Memorial Park Pavilion. The cleaning service would clean three times a week, including bathrooms, kitchen, and main open area with additional cost for garage door glass and window cleaning:

- General Cleaning - \$505 per month
- Garage door glass and Window Cleanings - \$345 per cleaning to

The facility use fees collected will generate enough funds to pay for the cost of the cleanings out of the Parks budget. Public Works staff will continue to check the pavilion on Saturdays and Sundays prior to scheduled events. It was recommended that City Council authorize the quote from ServiceMaster for general cleaning and monthly window cleaning at the Wieser Memorial Park Pavilion. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Langen as follows:

MOTION TO AUTHORIZE THE EXPENDITURE WITH SERVICEMASTER FOR GENERAL CLEANING AND MONTHLY WINDOW CLEANING AT THE WIESER MEMORIAL PARK PAVILION AS STATED WITH THE COST COMING FROM THE PARKS BUDGET.

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O’Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.11 – OFF-SALE LIQUOR & CIGARETTE LICENSE TRANSFER

City Council reviewed a letter from City Administrative Assistant Chris Fortsch stating that the city has been notified that Pump 4 less, dba Southside Corner will be leasing their business to Lucas Tooker as of March 1, 2025. Mr. Tooker will be changing the business name to: Tooker Ventures LLC, dba La Crescent Convenience Center. Mr. Tooker has submitted applications for a cigarette license and an off-sale liquor license. The applications appear to be in order, and it is recommended that City Council approve the license applications and authorize that they be forwarded to the State of Minnesota. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

MOTION TO APPROVE A CIGARETTE LICENSE AND OFF-SALE LIQUOR LICENSE TO LUCAS TOOKER AS OF MARCH 1, 2025, FOR TOOKER VENTURES LLC, DBA LA CRESCENT CONVENIENCE CENTER AND TO AUTHORIZE THAT THEY BE FORWARDED TO THE STATE OF MINNESOTA.

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.12 – 2025 LICENSE RENEWAL

City Council reviewed a letter from City Administrative Assistant Chris Fortsch regarding a 2025 Gas Installers license renewal for Horman's HVAC, LLC. The application appears to be in order, and it was recommended that City Council approve the renewal application. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE 2025 GAS INSTALLERS LICENSE RENEWAL FOR HORMAN'S HVAC, LLC.

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES:

6.1 NATURAL RESOURCE ADVISORY GROUP – 2024 SUMMARY OF ACTIVITY

City Council reviewed the Natural Resource Advisory Group's 2024 Summary of Activity.
6.2 NATURAL RESOURCE ADVISORY GROUP – 2/18/2025
City Council reviewed the Natural Resource Advisory Group's February 18, 2025, meeting Minutes.

7. HOUSTON COUNTY

Houston County Commissioner Cindy Wright was in attendance and had no updates.

There being no further business to come before the Council at this time, Member Williams made a motion, seconded by Member O'Donnell-Ebner to adjourn the meeting. Upon a roll call vote taken and tallied by the City Clerk, the following Members present voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	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 5:45 P.M.

APPROVAL DATE: March 24, 2025.

SIGNED:

Mayor

ATTEST:

City Administrator