

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
MARCH 11, 2024

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 11, 2024.

PLEDGE OF ALLEGIANCE

Members from Boy Scout Troop 33 led the Pledge of Allegiance.

ROLL CALL

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Cherryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: Ryan Hutchinson. Also present were, City Attorney Skip Wieser, City Administrator Bill Waller, Community Development Director Larry Kirch, Sustainability Coordinator Jason Ludwigson, Public Works Director Tyler Benish, and City Clerk Angie Boettcher.

Also present were Boy Scout Troop 33 members Riley Schuldt and Peyton Jerue, and La Crescent Live Committee member Dave Ebner.

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 26, 2024
- 1.2 BILLS PAYABLE THROUGH – MARCH 8, 2024
- 1.3

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

A MOTION TO APPROVE THE CONSENT AGENDA WITH A SPELLING CORRECTION IN ITEM #3.4 OF THE FEBRUARY 26TH MEETING MINUTES.

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

Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and Member Jostad abstained. The motion was declared duly carried by a 3-0 vote.

ITEM 3.1 – RILEY SCHULDT – AUTHORIZE EXPENDITURES FOR EAGLE SCOUT CANOE/KAYAK PROJECT

Riley Schuldt from Boy Scout Troop 33 was in attendance and provided City Council with an update on his canoe/kayak project.

Public Works Director Tyler Benish reviewed with City Council the expenditures for the project. A quote from Coulee Region Docks of \$17,773.50 was received for a dock, bench, and EZ kayak launch. This amount would be used out of the \$19,201.00 that Mr. Schuldt has raised in donations for the project. It was recommended that City Council approve this expenditure. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE EXPENDITURE OF \$17,773.50 FOR A DOCK, BENCH, AND EZ KAYAK LAUNCH FROM COULEE REGION DOCKS FOR RILEY SCHULDTS EAGLE SCOUT CANOE/KAYAK PROJECT USING THE DONATIONS THAT MR. SHULDT RAISED FOR THE PROJECT.

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

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

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

Mr. Benish reviewed with City Council for approval expenditures for a dock landing, ADA concrete ramp, and ADA parking stall with a quote from Wieser Brothers of \$17,520.00 and a handrail estimate from Wieser-Doric of \$4,000.00. The expenditure would come from the remaining balance of canoe/kayak project donations and a request to City Council to amend the 2024 general fund budget for the remaining project cost to come from the \$60,000.00 budgeted for the repair/maintenance streets and alleys fund.

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

MOTION TO APPROVE THE EXPENDITURE OF \$17,520.00 FOR A DOCK LANDING, ADA CONCRETE RAMP, AND ADA PARKING STALL QUOTED FROM WIESER BROTHERS AND \$4,000.00 FOR A HANDRAIL FROM WIESER-DORIC WITH THE EXPENDITURE COMING FROM THE REMAINING BALANCE OF THE CANOE/KAYAK PROJECT DONATIONS AND AMENDING THE 2024 GENERAL FUND BUDGET FOR THE REMAINING PROJECT COST TO COME FROM THE REPAIR/MAINTENANCE-STREETS AND ALLEYS FUND.

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

Cherryl Jostad	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 3.2 – PEYTON JERUE – AUTHORIZE EXPENDITURES FOR EAGLE SCOUT DOG PARK PROJECT

Peyton Jerue from Boy Scout Troop 33 was in attendance and provided City Council with an update on his dog park project site located on Chestnut Street.

Public Works Director Tyler Benish reviewed with City Council the expenditures for the project. A quote of \$19,780.00 was received from Zenke inc. to install a manhole structure with the addition of 120 feet of 24-inch stormwater pipe. The following three quotes were received to install a four-foot fence and gates to enclose the dog park:

1. River Valley Fence, LLC - \$15,120.00
2. Fence Brothers - \$23,292.35
3. Phillips Outdoor Services - \$24,231.19

Mr. Jerue has raised funds for the project in the amount of \$4,105.00. Some of these funds have been spent on the original site preparation at the South 7th Street location. It was recommended that City Council accept the quotes from Zenke inc. and River Valley Fence. It was also requested that City Council amend the 2024 general fund budget for the remaining project cost to come from the \$60,000.00 budgeted for the repair/maintenance streets and alleys fund. The streets and alleys fund has \$60,000.00 budgeted for approximately half of the cost to pave Old Hickory Park parking lot. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE EXPENDITURE OF \$19,780.00 FOR A MANHOLE STRUCTURE AND ADDITION OF 120 FEET OF 24-INCH STORMWATER PIPE FROM ZENKE INC. AND \$15,120.00 FOR THE INSTALLATION OF A FOUR-FOOT-TALL FENCE FROM RIVER VALLEY FENCE LLC. WITH THE EXPENDITURE COMING FROM THE DONATIONS RAISED BY MR. JERUE AND AMENDING THE 2024 GENERAL FUND BUDGET FOR THE REMAINING PROJECT COST TO COME FROM THE REPAIR/MAINTENANCE STREETS AND ALLEYS FUND.

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

Cherryl Jostad	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 3.3 – SHORE ACRES NO-WAKE ZONE UPDATE

Mayor Poellinger provided City Council with an update on the No-Wake Zone.

ITEM 3.6- LA CRESCENT LIVE – 2024 PERFORMANCE SCHEDULE/REQUEST FOR ASSISTANCE

La Crescent Live Committee member Dave Ebner was in attendance and provided City Council with information about the upcoming free summer concert series and requested the use of the City-owned property behind City Hall to host the concert series. La Crescent Live is also requesting assistance from city staff to place picnic tables, and garbage cans, with a request from City Council to approve improvements to the green space including electrical service and a concrete performance area. The electrical service would be installed by Crescent Electric for \$4,350.00 and will include outlets for bands, and performers, and have the ability to operate an EV Charger in the future. The concrete performance area would be installed by city staff at an approximate cost of \$650.00. La Crescent Live will contribute up to \$2,500.00 or half of the cost to help with the improvements to the green space. It was recommended that the City Council approve the request from La Crescent Live, assistance for La Crescent Live, and amend the 2024 general fund budget to reflect the improvements to be taken from park-landscaping materials which has funds from the Re-Leaf grant. Following discussion Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE REQUEST FROM LA CRESCENT LIVE FOR THE USE OF THE CITY-OWNED PROPERTY BEHIND CITY HALL TO HOST THEIR FREE SUMMER CONCERT SERIES WITH ASSISTANCE FROM CITY STAFF TO PREPARE THE SPACE

WITH ELECTRICAL SERVICE TO BE INSTALLED BY CRESCENT ELECTRIC FOR \$4,350.00 WHICH WILL INCLUDE OUTLETS FOR THE BANDS, PERFORMERS, AND FUTURE ABILITY TO OPERATE AN EV CHARGING STATION ALONG WITH INSTALLATION OF A CONCRETE PERFORMANCE AREA FOR \$650.00 TO BE INSTALLED BY CITY STAFF WITH LA CRESCENT LIVE CONTRIBUTING UP TO \$2,500.00 OR HALF OF THE COST AND APPROVAL TO AMEND THE 2024 GENERAL FUND BUDGET TO REFLECT THE IMPROVEMENTS TAKEN FROM THE PARK-LANDSCAPING MATERIALS WITH FUNDS FROM THE RE-LEAF GRANT.

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

Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and Member O'Donnell-Ebner abstained. The motion was declared duly carried by a 3-0 vote.

ITEM 3.7 AUTHORIZE CAPITAL EXPENDITURE

Public Works Director Tyler Benish requested approval from City Council for the purchase of a rotary brush cutter attachment to maintain areas around newly planted trees from Bobcat of the Coulee Region for \$8,647.60. The City of La Crescent received a Re-Leaf grant that will reimburse the city up to \$5,000.00 for the purchase of the equipment with requested approval from City Council to amend the 2022 capital equipment certificate to pay the remaining balance. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE PURCHASE OF A ROTARY BRUSH CUTTER ATTACHMENT FROM BOBCAT OF THE COULEE REGION FOR \$8,647.60 WITH \$5,000.00 FROM THE RE-LEAF GRANT AND APPROVAL TO AMEND THE 2022 CAPITAL EQUIPMENT CERTIFICATE TO PAY THE REMAINING BALANCE.

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

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Mike Poellinger	Yes

and Member Williams abstained. The motion was declared duly carried by a 3-0 vote.

ITEM 3.8 – RESOLUTION – OUTDOOR RECREATION GRANT APPLICATION

Sustainability Coordinator Jason Ludwigson reviewed with City Council a Resolution approving an application to the Minnesota Department of Natural Resources for an Outdoor Recreation Grant. Following discussion, Member O’Donnell-Ebner introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 03-24-10

A RESOLUTION APPROVING AN APPLICATION TO THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR AN OUTDOOR RECREATION GRANT

BE IT RESOLVED, that the City of La Crescent, MN act as legal sponsor for the project contained in the Outdoor Recreation Grant application to be submitted on April 1, 2024, and that Jason Ludwigson is hereby authorized to apply to the Department of Natural Resources for funding of this project on behalf of the City of La Crescent.

BE IT FURTHER RESOLVED, that the applicant maintains an adequate Conflict of Interest Policy and, throughout the term of the contract, will monitor and report any actual or potential conflicts of interest to the State, upon discovery.

BE IT FURTHER RESOLVED that the City of La Crescent has the legal authority to apply for financial assistance, and it has the financial capability to meet the match requirement (if any) and ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of La Crescent has not incurred any development costs and has not entered into a written purchase agreement to acquire the property described in the Cost Breakdown section on this application.

BE IT FURTHER RESOLVED that the City of La Crescent has fee title or permanent easement over all the land described in the boundary map or recreational site plan included in the application.

BE IT FURTHER RESOLVED that, upon approval of its application by the State, the City of La Crescent may enter into an agreement with the State for the above-referenced project, and the City of La Crescent certifies that it will comply with all applicable laws and regulations as stated in the grant agreement including dedicating the park property for uses consistent with the funding grant program into perpetuity.

NOW, THEREFORE BE IT RESOLVED that the Sustainability Coordinator is hereby authorized to execute such agreements as necessary to implement the project on behalf of the applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of La Crescent on March 11, 2024.

SIGNED:

WITNESSED:

Mike Poellinger

Angie Boettcher

Mayor

Date

City Clerk

Date

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

Cherryl Jostad	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 – MN GREEN CORPS APPLICATION

Sustainability Coordinator Jason Ludwigson reviewed with City Council information regarding the MN Green Corps Application. This was informational only, no action required.

ITEM 3.10 – PERSONNEL COMMITTEE RECOMMENDATIONS

City Council reviewed the following recommendations from the Personnel Committee for approval:

1. That the City Council approve advertising the position of Groundskeeper at Pine Creek Golf Course. This position will be vacant due to a retirement and is included in the union agreement with the Operating Engineers. A hiring recommendation will be presented at a future City Council meeting. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE ADVERTISING THE POSITION OF GROUNDSKEEPER AT PINE CREEK GOLF COURSE WITH A HIRING RECOMMENDATION BEING BROUGHT TO A FUTURE COUNCIL MEETING.

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

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

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

2. That due to the challenges in hiring lifeguards at the La Crescent Aquatic Center, the City Council approve an increase in the rate of pay for this position for the 2024 summer season. In the past, these positions have started at minimum wage, and then had the wage adjusted up for each year that they returned to the position. The current minimum wage is \$10.85 per hour. The following is recommended:
 - A. Effective May 1, 2024, increase the starting wage for lifeguards to \$13.00 per hour. In addition, increase the wage by \$1.00 per hour for each year of employment with the City up to a maximum of \$16.00 per hour.
 - B. Lifeguards are required to obtain and maintain certification as a lifeguard, which also includes CPR/AED and First Aid Training. The initial cost for certification is \$285.00 and recertification is required every 2 years at a cost of \$125.00. It is recommended that lifeguards who are still actively employed at the end of the swimming season and have worked a minimum of 150 hours during the season, be reimbursed for the cost of certification that they incurred during the 2024 summer recreation season.

Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE AN INCREASE IN THE STARTING WAGE FOR LIFEGUARDS TO \$13.00 PER HOUR EFFECTIVE MAY 1, 2024 AND IN ADDITION INCREASE THE WAGE BY \$1.00 PER HOUR FOR EACH YEAR OF EMPLOYMENT WITH THE CITY UP TO A MAXIMUM OF \$16.00 PER HOUR, AND TO REIMBURSE LIFEGUARDS FOR THE INITIAL COST OF CPR/AED AND FIRST AID TRAINING CERTIFICATION \$285.00 OR RECERTIFICATION OF \$125.00 FOR LIFEGUARDS THAT ARE STILL ACTIVELY EMPLOYED AT THE END OF THE SWIMMING SEASON, AND HAVE WORKED A MINIMUM OF 150 HOURS DURING THE SEASON.

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

Cherryl Jostad	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- PLANNING COMMISSION APPOINTMENT

City Administrator Bill Waller reviewed with City Council for approval an application from Judy Enright to fill the current vacancy on the City’s Planning Commission. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE APPOINTMENT OF JUDY ENRIGHT TO FILL THE CURRENT VACANCY ON THE CITY’S PLANNING COMMISSION.

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

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

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

2. PUBLIC HEARING- SMALL CITIES DEVELOPMENT PROGRAM (SCDP) GRANT APPLICATION

At 5:30 p.m. Mayor Poellinger recessed the regular Council Meeting for the Public Hearing regarding the Small Cities Development Program (SCDP) Grant Application.

Community Development Director Larry Kirch reviewed the application for the MnDEED Small Cities Development Program for the Walnut Street streetscaping project. The following information was reviewed with the public and the City council:

- a. Citizen input on identifying community development and housing needs of the community; including the needs of very low-and low-income persons.
- b. Proposed SCDP activities within the application and the benefiting location(s).
- c. Overall costs and project financing.
- d. Implementation schedule.
- e. Past performance of staff proposed to carry out the project.
- f. Compliance with historic requirements.

- g. Include whether there are or may be historic or potential historic buildings in the project area and how the community intends to address compliance with federal regulations governing historic properties.

Mayor Poellinger opened for public comment. No one from the public wished to comment.

The Mayor closed the public hearing at 5:39 p.m. and resumed the regularly scheduled City Council meeting.

ITEM 3.4 – APPROVE SCDP GRANT APPLICATION

Community Development Director Larry Kirch reviewed with City Council the Small Cities Development Program (SCDP) Grant Application. This was informational only, no action required.

ITEM 3.5 – RESOLUTION – SCDP SLUM/BLIGHT DESIGNATION

Community Development Director Larry Kirch reviewed with City Council for approval a Resolution designating the Walnut Street corridor as blighted for the purpose of revitalizing the corridor, in part, through streetscaping. Following discussion, Member Williams introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 03-24-09

A RESOLUTION DESIGNATING PORTIONS OF THE WALNUT STREET CORRIDOR A SLUM AND BLIGHT AREA UNDER STATE AND COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM REQUIREMENTS IN ORDER ACHIEVE REVITALIZATION OBJECTIVES

BE IT RESOLVED that the City of La Crescent is concerned about the economic viability of slum and blighted area within its corporate limits, and

BE IT FURTHER RESOLVED the slum and blighted area projects a negative visual image of the community, and

BE IT FURTHER RESOLVED the economic, social, physical, and cultural well-being of the City is adversely affected by the conditions of this slum and blighted area, and

BE IT FURTHER RESOLVED there exists the opportunity to improve, preserve, and re-develop this slum and blighted area to the benefit of the community, and

BE IT FURTHER RESOLVED the following detrimental conditions have been identified which qualify the area under State law and Community Development Block Grant Program requirements:

- 1) Public Improvements are in a general state of deterioration; or
- 2) At least 25% of the buildings are deteriorated or deteriorating and have at least one of the following characteristics: Physical deterioration of building or improvement; Abandonment of property; Chronic high turnover or vacancy rate; Significant decline in property value or abnormally low property value in relation to other areas of the community; or Known or suspected environmental contamination.

BE IT FURTHER RESOLVED of all the parcels within the target area, 95 percent of them are occupied by buildings. Of the 41 buildings in the target area, 39 of them are structurally standard, three of them are structurally substandard, and 1 is dilapidated.

NOW THEREFORE, BE IT RESOLVED, that the Walnut Street Corridor is designated a “Slum and Blighted Area” with public improvements in a general state of deterioration.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of La Crescent on the 11th day of March, 2024.

Signed:

Mike Poellinger, Mayor

Attest:

Angie Boettcher, City Clerk

The motion for the adoption of the foregoing resolution was duly seconded by Member O’Donnell-Ebner and upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

Cherryl Jostad	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 – IT CONTRACT – MORRIS ELECTRONICS

City Council reviewed for approval an IT Contract Agreement between the City of La Crescent and Morris Electronics. The contract would be effective as of March 11, 2024 through December 31, 2024. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE IT CONTRACT AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND MORRIS ELECTRONICS EFFECTIVE MARCH 11, 2024 THROUGH DECEMBER 31, 2024.

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

Cherryl Jostad	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 3.13 – 2024 VECTOR CONTROL AGREEMENT

City Council reviewed for approval the 2024 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 \$3,272.00 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 O'Donnell-Ebner as follows:

MOTION TO APPROVE THE 2024 PURCHASE CONTRACT FOR MOSQUITO ABATEMENT SERVICES BETWEEN THE CITY OF LA CRESCENT AND DRIFTLESS REGION VECTOR CONTROL FOR \$3,272.00.

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

Cherryl Jostad	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 City Council reviewed the February 20, 2024 Explore La Crosse Board meeting agenda and the January 16, 2024 meeting minutes.

6.2

9. CHAMBER OF COMMERCE

Chamber of Commerce representative Cameron Packwood was in attendance and provided an update.

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

Cherryl Jostad	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 5:43 P.M.

APPROVAL DATE: March 25, 2024.

SIGNED:

Mayor

ATTEST:

City Administrator