

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
MAY 11, 2026

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of May was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, May 11, 2026.

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 Attorney Skip Wieser, Assistant Attorney Kayla Schmidt, City Administrator Cassie Hanan, Public Works Director Tyler Benish, Finance Director Kara Tarrence, City Engineer Tim Hruska, Sustainability Coordinator Jason Ludwigson, and City Clerk Angie Boettcher.

**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 – APRIL 27, 2026
- 1.2 BILLS PAYABLE THROUGH – MAY 8, 2026

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 – CITY ADMINISTRATOR INTRODUCTION**

The new City Administrator for the City of La Crescent, Cassie Hanan introduced herself to those in attendance.

**ITEM 3.2 – ENGINEERING AGREEMENT – LEAD SERVICE LINE REPLACEMENT**

City Engineer Tim Hruska reviewed the lead service line replacement project engineering agreement with City Council. The City received a \$1,000,000 grant from the Minnesota Public Facilities Authority for the replacement of lead and galvanized service lines. The engineering costs will be included in the grant. The project will replace water service lines from the water main into the properties and is expected to begin the fall of 2026 and will be completed in 2027. The water department will cover the cost to design the project until a contract is implemented, at which time the cost incurred will become reimbursable. It was recommended that City Council approve the agreement with WHKS. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Jostad as follows:

**MOTION TO APPROVE THE LEAD SERVICE LINE REPLACEMENT ENGINEERING AGREEMENT WITH WHKS.**

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 – DRIFTY SUSTAINABILITY AWARD**

Sustainability Coordinator Jason Ludwigson informed City Council that the City of La Crescent was selected as the winner of the Outstanding Community Award at the 1<sup>st</sup> annual Sustainable Driftless banquet on April 18, 2026. The Pine Creek Stream restoration project funded by a \$500,000 Conservation Partners Legacy grant from the MnDNR was the highlighted project and the City was awarded a \$500 prize and a hand-turned maple bowl. The Drifty Awards are an effort to celebrate the important sustainability work being done by others to inspire resource conservation, vibrant communities, and sustainable growth in the Driftless. The City began efforts to improve community sustainability in 2015 and expanded in 2019. Those efforts have resulted in fifty-nine (59) grants being awarded to the City totaling over 4.1 million dollars. It was recommended that City Council approve of joining Sustainable Driftless, Inc. at the Coulee

Champion level for \$250 annually. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

**MOTION TO APPROVE THE CITY JOINING SUSTAINABLE DRIFTLESS, INC. AT THE COULEE CHAMPION LEVEL FOR THE ANNUAL FEE OF \$250 UTILIZING THE \$500 AWARDED.**

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 – ACTIVE TRANSPORTATION PLAN**

Sustainability Coordinator Jason Ludwigson reviewed the final La Crescent Active Transportation Action Plan with City Council. The La Crescent Active Transportation Program Planning Assistance application for the City was selected for funding through the Minnesota Department of Transportation (MnDOT) 2024 Active Transportation Program planning assistance solicitation. Planning assistance has been provided by MnDOT and Alta Planning + Design. The Active Transportation Program Planning Assistance grant provides the City with technical assistance services from Alta. The City's plan is to utilize the technical assistance services to bring together all stakeholders to work on the 4-3 conversion of South 3<sup>rd</sup> Street from Elm to the signalized intersection. This 4-3 conversion is recommended in seven plans including those funded by the county. Changes made to the plan since the draft plan include:

1. The addition of an executive summary
2. Inclusion of La Crescent's Bike Friendly Bronze designation
3. A page on Complete Streets
4. A page on the Safe Systems Approach
5. A page on designing for safe speeds
6. A larger map on page 63
7. Appendix B on Sidewalk Policy
8. An update to the priority projects on page 67

It was recommended that City Council adopt the Active Transportation Plan. A copy of the plan was included. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

**MOTION TO ADOPT THE LA CRESCENT ACTIVE TRANSPORTATION PLAN.**

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 3.5 – E-BIKE DRAFT ORDINANCE**

City Administrator Cassie Hanan reviewed with City Council a draft E-bike ordinance regulating E-bike and E-scooter use in the City of La Crescent. The proposed ordinance would establish clearer, locally enforceable standards regarding operation, including age restrictions, permitted areas of use, and expected conduct. The provisions would better equip law enforcement to intervene early and would set consistent expectations for riders and parents alike. This item was informational only. No action was required.

**ITEM 3.6 – LA CROSSE AREA URBAN STORMWATER AGREEMENT**

Sustainability Coordinator Jason Ludwigson reviewed a three-year stormwater management public education and outreach agreement for the City to continue in the La Crosse Area Waters group with City Council. This group helps to provide urban stormwater education and outreach. The annual commitment for the City of La Crescent is \$2,063 annually from 2027-2030. A copy of the agreement was included, and it was recommended that City Council approve the agreement. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

**MOTION TO APPROVE THE THREE-YEAR STORMWATER MANAGEMENT PUBLIC EDUCATION AND OUTREACH AGREEMENT WITH THE LA CROSSE AREA WATERS GROUP FOR \$2,063 ANNUALLY FROM 2027-2030 TO HELP PROVIDE URBAN STORMWATER EDUCATION AND OUTREACH FOR 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 3.7 – BIKE MONTH PROCLAMATION**

Sustainability Coordinator Jason Ludwigson reviewed with City Council for approval a proclamation recognizing May 2026 as National Bike Month in the City of La Crescent. Following discussion, Member Jostad made a motion, seconded by Member Langen as follows:

**MOTION TO PROCLAIM MAY 2026 AS NATIONAL BIKE MONTH IN 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 3.8 – COMMISSION RECOGNITION-SUSTAINABILITY/NATURAL RESOURCE**

Sustainability Coordinator Jason Ludwigson presented Randy Urich with recognition for his many years of service on the Sustainability and Natural Resource Committee. Randy's expertise, particularly in forestry, has been invaluable for the committee. Mr. Urich was present to accept the recognition and spoke about his experiences. Mr. Urich resigned from the committee on April 22, 2026. This item was informational only. No action was required.

**ITEM 3.9 – FEE SCHEDULE AMENDMENT**

Public Works Director Tyler Benish reviewed two amendments to the City's Master Fee schedule as follows:

Native Landscape permit fees:

- A one-time \$40 plan review fee
- A \$10 yearly fee

Updated water fixed fee for multiple unit connections:

- The multiple unit connection fees should multiply the 5/8” connection charge by the number of units served by the connection.

It was recommended that City Council approve the amendments to the Master Fee Schedule and adopt Ordinance No. 600. Following discussion, Member O’Donnell-Ebner introduced the following Ordinance and moved its passage and adoption:

**ORDINANCE NO. 600**

**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, NO. 571, NO. 579, NO. 583, No. 590, NO. 595, NO. 596, NO. 597**

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, March 10, 2025, December 15, 2025, and February 9, 2026, 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:

<b><u>ADMINISTRATION</u></b>	<b>2026</b>
Bad Check – Per Check	\$ 30.00
Brush Site Usage Fee- Yearly La Crescent Township	\$2,000.00
Cigarette License- Yearly	\$ 45.00
Add – Native Landscape Permit:	
Plan Review Fee (one time fee)	\$40.00
Yearly Fee	\$10.00

<b>ADMINISTRATION</b>	<b>2026</b>
Copies: per sheet	\$ .25
<b>DOOR-TO-DOOR</b> Solicitor – <b>REGISTRATION ONLY</b> Peddler/Transient Merchants plus \$5.00 per tag for all individuals named as sales persons for that particular company	N/C \$50.00 fee
Election Fee Filing	\$ 2.00
Fax Machine – Income and Outgoing	\$ 1.00

		<b>FIXED WATER FEE</b> Effective 4/1/2026	<b>FIXED WATER FEE</b> Effective 1/1/2027
<b>Residential:</b>			
rate code #1	5/8"	\$4.50	\$5.50
rate code #2	3/4"	\$11.50	\$12.50
rate code #3	1"	\$22.00	\$23.00
rate code #4	1 1/4"	\$32.50	\$33.50
rate code #5	1 1/2"	\$43.00	\$44.00
rate code #6	2"	\$69.25	\$70.25
rate code #7	3"	\$85.00	\$86.00
rate code #8	4"	\$106.00	\$107.00
rate code #9	6"	\$137.50	\$138.50
rate code #10	8"	\$169.00	\$170.00
rate code #11	metered wells	\$8.35	\$9.35
rate code #12	sewer only	0.00	0.00
rate code #25	2 units	<del>\$5.20</del> to \$9.00	<del>\$6.20</del> to \$11.00
rate code #27	3 units	<del>\$7.30</del> to \$13.50	<del>\$8.30</del> to \$16.50
rate code #31	4 units	<del>\$9.40</del> to \$18.00	<del>\$10.40</del> to \$22.00
rate code #28	5 units	<del>\$11.50</del> to \$22.50	<del>\$12.50</del> to \$27.50
rate code #34	6 units	<del>\$13.60</del> to \$27.00	<del>\$14.60</del> to \$33.00
rate code #36	8 units	<del>\$17.80</del> to \$36.00	<del>\$18.80</del> to \$44.00
rate code #35	10 units	<del>\$22.00</del> to \$45.00	<del>\$23.00</del> to \$55.00
rate code #30	12 units	<del>\$26.20</del> to \$54.00	<del>\$27.20</del> to \$66.00
rate code #33	16 units	<del>\$34.60</del> to \$72.00	<del>\$35.60</del> to \$88.00
rate code #32	20 units	<del>\$43.00</del> to \$90.00	<del>\$44.00</del> to \$110.00
rate code #29	34 units	<del>\$72.40</del> to \$153.00	<del>\$73.40</del> to \$187.00

THERE IS AN ADDITIONAL SEWER CHARGE IF SPRING QUARTER IS OVER 30,000 GALLONS

Adopted: May 11, 2026

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator

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

**MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 600 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
Mike Poellinger	Yes

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

**ITEM 3.10 – AUTHORIZE EXPENDITURE – PUSH BUTTON ALARM**

City Council reviewed a letter from Police Chief Luke Ahlschlager requesting authorization for the purchase and installation of a panic/duress button system for City Hall, with a focus on improving the safety and security of city staff working in the front office areas. Chief Ahlschlager received three (3) proposals from Per Mar, Ban-Koe, and Verkada/Five Star Telecom. After evaluating each proposal based on cost, reliability, warranty coverage, monitoring capabilities, and long-term support, Chief Ahlschlager recommends the following quote from Per Mar:

- Panic/duress button system installation - \$1850
- Monthly recurring fee of \$59.99

City Finance Director Kara Tarrence has reviewed the proposal and reports funding would be available in the general fund budget for this expense. It was recommended that City Council authorize the purchase and installation of the panic/duress button system and the quote from Per Mar. Following discussion, Member Jostad made a motion, seconded by Member O’Donnell-Ebner as follows:

**MOTION TO APPROVE THE PURCHASE AND INSTALLATION OF A PANIC/DURESS BUTTON SYSTEM FOR CITY HALL THROUGH PER MAR WITH THE INSTALLATION COST OF \$1850 AND A MONTHLY RECURRING FEE OF \$59.99 WITH FUNDS COMING FROM THE GENERAL FUND BUDGET.**

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
Mike Poellinger	Yes

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

**ITEM 3.11 – GREAT GREEN RUN AND ROLL REQUEST**

City Council reviewed a letter from Police Chief Luke Ahlschlager requesting a temporary street closure and parade permit for the La Crescent Elementary PTO’s 13<sup>th</sup> Annual Great Green Run and Roll event to be held on Friday, October 2<sup>nd</sup>, 2026, between the hours of 8:00 am to 12:00 pm. The event would utilize sidewalks on South 4<sup>th</sup> Street (northside of school) then travel south down South Oak Street to South 6<sup>th</sup> Street to South Elm Street and then return to the elementary school building ending back on South 4<sup>th</sup> Street. Requests include barricading South 4<sup>th</sup> Street between Oak and Elm Street during the event and temporarily posting the northside of South 4<sup>th</sup> Street with “No Parking” signs. It was recommended that

City Council approve the requests. Following discussion, Member Langen made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE LA CRESCENT ELEMENTARY PTO'S PARADE PERMIT EVENT REQUESTS FOR THE 13<sup>TH</sup> ANNUAL GREAT GREEN RUN AND ROLL EVENT TO BE HELD ON FRIDAY, OCTOBER 2<sup>ND</sup>, 2026, FROM 8:00 AM TO 12:00 PM 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
Mike Poellinger	Yes

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

**ITEM 3.12 – CLOSED SESSION** – The City Council may convene in a closed session.

City Attorney Skip Wieser reviewed the process to close the meeting.

At 5:25 p.m. Mayor Poellinger requested a motion to close the regularly scheduled meeting pursuant to Minnesota Statutes § 13D.05, subdivision 3(c) to consider the possible purchase of real property located at 421 Walnut Place, La Crescent, MN 55947 with tax identification no. 25.0086.000. The purpose of the closed session is to consider the City's offer to purchase and to develop or consider offers or counteroffers for the property. Following conclusion of the closed session, the City council will reconvene in open session. Member Jostad made a motion, seconded by Member Williams as follows:

**MOTION TO CLOSE THE REGULARLY SCHEDULED MEETING PURSUANT TO MINNESOTA STATUTE SECTION 13D.05, SUBDIVISION 3(C) TO CONSIDER THE POSSIBLE PURCHASE OF REAL PROPERTY LOCATED AT 421 WALNUT PLACE, LA CRESCENT, MN 55947 WITH TAX IDENTIFICATION NO. 25.0086.000 TO CONSIDER THE CITY'S OFFER TO PURCHASE AND TO DEVELOP OR CONSIDER OFFERS OR COUNTEROFFERS FOR THE PROPERTY.**

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
Mike Poellinger	Yes

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

City Council went into Closed Session.

At 5:54 p.m., Member Langen made a motion, seconded by Member O'Donnell-Ebner as follows:

**MOTION TO END CLOSED SESSION AND RECONVENE THE MEETING.**

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
Mike Poellinger	Yes

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

The Closed Session ended and City Council resumed the agenda.

Upon reconvening the meeting, Member Williams made a motion, seconded by Member Langen as follows:

**MOTION TO ACCEPT THE COUNTEROFFER OF \$235,000 FOR THE PROPERTY LOCATED AT 421 WALNUT PLACE, LA CRESCENT, MN 55947, WITH FUNDS COMING FROM THE GENERAL RESERVE FUNDS AND AUTHORIZE THE CITY ADMINISTRATOR TO SIGN THE COUNTEROFFER ON BEHALF OF THE CITY.**

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
Mike Poellinger	Yes

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

**8. CHAMBER OF COMMERCE**

Chamber of Commerce representative Kayla Schmidt 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 Langen 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 5:58 P.M.

APPROVAL DATE: May 26, 2026

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Administrator