

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
JUNE 13, 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 June was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, June 13, 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 – MAY 23, 2016
- 1.2 MINUTES – MAY 31, 2016
- 1.3 BILLS PAYABLE THROUGH JUNE 9, 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 – SPRINGBROOK VILLAGE – MODIFY CONDITIONAL USE PERMIT START DATE**

City Attorney Wieser reviewed with City Council a formal request regarding the SpringBrook Village project to extend by 90 days the June 1, 2016 date to obtain a building permit and finalize the development agreement. It was recommended to City Council to approve the 90 day extension. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO APPROVE A 90 DAY EXTENSION TO THE SPRINGBROOK VILLAGE PROJECT TO THE JUNE 1, 2016 DATE TO OBTAIN A BUILDING PERMIT AND FINALIZE THE DEVELOPMENT AGREEMENT WITH 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 3.2 – “RACE TRACK” PROPERTY DISCUSSION**

City Administrator Waller and City Attorney Wieser gave an overview to City Council regarding the development and annexation into the City of the property commonly identified as the “race track” property. There are a number of items that have happened that now have the City in a position to annex the property and extend services to the area. A map of the area was also reviewed. The area including the race track property and the County Road right-of-way is approximately 88 acres. The parcel seeking annexation on Kinder Road is just over 8 acres, and the remaining property on Kinder Road is about 9.5 acres. In total, the proposed annexation area is just over 105 acres. It was recommended to City Council to authorize the City Attorney to prepare the documentation necessary to annex the properties on Hickory Lane, the race track parcel, and the parcels on Kinder Road and present at the June 27, 2016 City Council meeting. Following discussion, Member Buehler made a motion, seconded by Member Williams, as follows:

**MOTION TO AUTHORIZE THE CITY ATTORNEY AND CITY ADMINISTRATOR TO PREPARE THE DOCUMENTATION NECESSARY TO ANNEX THE PROPERTIES ON HICKORY LANE, THE RACE TRACK PARCEL, AND THE PARCELS ON KINDER ROAD AND PRESENT AT THE JUNE 27, 2016 CITY COUNCIL MEETING.**

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 – CITY BUILDING/FACILITY DISCUSSION**

City Administrator Waller reviewed with City Council the condition and future use of City Buildings, including City Hall, the ice arena, and the maintenance facility. Due to an inquiry regarding the availability of the City

Hall parcel, some basic programming regarding the current facility, and what space needs would be incorporated into a new facility were done. The ice arena is a facility that will need improvements and maintenance in the future. With regard to the maintenance facility, there has been discussion with MnDOT regarding the development of a new joint facility but those plans have not progressed. It was the consensus of City Council to have the City Administrator and Dave Holstrom, Construction Express, review and bring back at a future City Council Meeting.

**ITEM 3.4 – CRESCENT VALLEY PROJECT CHANGE ORDER**

City Administrator Waller reviewed with City Council a memo from the City Engineer regarding a proposed change order to the Crescent Valley Improvement project. It was recommended to City Council to consider adding the installation of water back in to the project. The contractor will perform the work based on the per unit items from their 2015 bid. The change order also includes the extension of sanitary sewer to a parcel of property on Kinder Road that will be annexed to the City of La Crescent. There are funds in the 2015 capital improvement project fund for these expenditures. It was recommended to City Council to approve change order number 1 as proposed at a cost of \$110,159.00. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO APPROVE CHANGE ORDER NUMBER 1 TO PROJECT NO. 8091 – CRESCENT VALLEY SANITARY SEWER EXTENSION PHASE II AT A COST OF \$110,159 AS PROPOSED.**

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 – AUTHORIZE SEEKING PUBLIC WORKS PROPOSAL**

City Council reviewed a memo from City Administrator Waller recommending authorization to the City Engineer to seek public works proposals for a 2016 crack filling/seal coating project and to u-line a portion of the sanitary sewer on North 1<sup>st</sup> Street. The proposals would then be presented at the July 11, 2016 City Council meeting. Following discussion, Member Krenz made a motion, seconded by Member Buehler, as follows:

**MOTION TO AUTHORIZE THE CITY ENGINEER TO SEEK PUBLIC WORKS PROPOSALS FOR A 2016 CRACK FILLING/SEAL COATING PROJECT AND TO U-LINE A PORTION OF THE SANITARY SEWER ON NORTH 1<sup>ST</sup> STREET AND TO PRESENT PROPOSALS AT THE JULY 11, 2016 CITY COUNCIL MEETING.**

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 – ICE ARENA DEHUMIDIFICATION PROJECT PROPOSALS**

City Council reviewed a memo from City Administrator Waller regarding the replacement of the outdated dehumidification unit at the Community Ice Arena. The City received a \$30,293 Mighty Ducks grant from the Minnesota Amateur Sports Commission for this project. It was recommended to City Council to authorize the purchase of the dehumidification unit directly from the manufacturer, ARID-Ice, Controlled Dehumidification at a unit price of \$60,586. The City received 3 proposals for install of the unit. It was also recommended to accept the proposal from The Key to Comfort for \$19,400. The total project cost is \$79,986, with the balance of the project being \$49,693 when applying the grant. It is being proposed that the balance of project costs be split equally between the City and Lancer Youth Hockey. It was recommended that the City’s portion of the funds come from the \$6,500 that is in the City’s 2016 general budget for capital equipment with the balance coming from the bonds paid up fund in the debt service fund. Following discussion, Member Williams made a motion, seconded by Member Krenz, as follows:

**MOTION TO AUTHORIZE THE PURCHASE OF THE DEHUMIDIFICATION UNIT DIRECTLY FROM THE MANUFACTURER, ARID-ICE, CONTROLLED DEHUMIDIFICATION AT A UNIT PRICE OF \$60,586 AND ACCEPT THE PROPOSAL FROM THE KEY TO COMFORT FOR \$19,400 FOR INSTALL TO REPLACE THE OUTDATED DEHUMIDIFICATION UNIT AT THE COMMUNITY ICE ARENA AND TO AMEND THE BUDGET AS PROPOSED TO REFLECT THE EXPENDITURE FOR THE CITY’S PORTION OF COST.**

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 – UPCOMING EVENTS**

City Administrator Waller gave an overview to City Council regarding the following events/meetings planned:

1. Ribbon cutting/tennis court dedication at Frank J. Kistler Memorial Park on Tuesday, June 21 at 5:00 p.m. U.S. Tennis Association event will follow the dedication.
2. SpringBrook Village ground breaking ceremony is still being finalized.

This was informational and no action taken.

**ITEM 3.9 – LICENSE RENEWALS**

City Council reviewed a proposed license renewal for 2016 for STS Plumbing & Heating 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 Hutchinson, as follows:

**MOTION TO APPROVE THE LICENSE RENEWAL FOR 2016 FOR GAS INSTALLERS TO STS PLUMBING & HEATING.**

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 – 2016 APPLEFEST PARADE**

City Council reviewed a request from the Applefest Parade Chair for approval of the route for the 2016 Applefest Grande Day Parade to be held on Sunday, September 18, 2016 at 1:00 PM. The parade route has not changed but the Judging Stand will be positioned on S. 2<sup>nd</sup> Street facing south, which will alleviate the public sidewalk blockage of the past. A map was attached for review regarding the route. There was also a note on the bottom of the request to approve the Kiddie Parade route around Crucifixion block. Following discussion, Member Buehler made a motion, seconded by Member Krenz, as follows:

**MOTION TO APPROVE THE ROUTE FOR THE 2016 APPLEFEST GRANDE DAY PARADE TO BE HELD ON SUNDAY, SEPTEMBER 18, 2016 AT 1:00 PM AND TO APPROVE THE KIDDIE PARADE ROUTE AROUND CRUCIFIXION BLOCK.**

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 – FIRE DEPARTMENT ANNUAL REPORT**

City Council reviewed the 2015 La Crescent Fire & Rescue Department Annual Report. No action taken.

**ITEM 8 – CHAMBER OF COMMERCE**

Brett Kemmer of the La Crescent Chamber of Commerce gave an update on the Slice of Life on June 25, 2016.

There being no further business to come before the Council at this time, Member Krenz made a motion, seconded by Member Hutchinson, 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 6:02 PM.

APPROVAL DATE: \_\_\_\_\_

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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