

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
JULY 11, 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 July was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, July 11, 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, and Mayor Mike Poellinger. Members absent: Dale Williams, excused. Also present was City Administrator Bill Waller, City Attorney Skip Wieser and City Engineer Tim Hruska.

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 – JUNE 27, 2016
- 1.2 BILLS PAYABLE THROUGH JULY 7, 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 Buehler made a motion, seconded by Member Hutchinson, 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
Mike Poellinger	Yes

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

Item 3.10 was moved to be heard first on the agenda.

ITEM 3.10 – AGENDA REQUEST FORM – BLOCK PARTY

City Council reviewed an Agenda Request Form from Prince of Peace for a street closure on Hill Street between Main and 1st Street N for a block party on August 4, 2016 from 4:00-7:00 p.m. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE A REQUEST FROM PRINCE OF PEACE FOR A STREET CLOSURE ON HILL STREET BETWEEN MAIN AND 1ST STREET N FOR A BLOCK PARTY ON AUGUST 4, 2016 FROM 4:00-7:00 P.M.

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
Mike Poellinger	Yes

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

ITEM 3.1 – SEAL COATING PROPOSALS

City Engineer Hruska gave an overview to City Council regarding the 2016 seal coat project. The City received four quotes to seal coat McIntosh Road east of Eagles Bluff, Jonathan Lane between Elm and Honeygold, and Red Apple between Honeygold and Haralson. It was recommended to City Council to accept the low bid from Scott Construction Inc. in the amount of \$48,085.00. There are funds in the 2016 general fund budget for this expenditure. Following discussion, Member Buehler made a motion, seconded by Member Krenz, as follows:

MOTION TO ACCEPT THE PROPOSAL FROM SCOTT CONSTRUCTION INC. IN THE AMOUNT OF \$48,085.00 FOR THE 2016 SEAL COAT PROJECT.

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
Mike Poellinger	Yes

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

ITEM 3.2 – PLANS AND SPECIFICATIONS/WATER MAIN EXTENSION

City Engineer Hruska reviewed with City Council the plans and specifications to extend a water transmission line from well number 2 on Larch Avenue to Stoney Point Road. It was recommended to City Council to approve the plans and specifications and authorize to advertise for bids with the bid results presented at the August 8, 2016 City Council Meeting. The funds for this improvement project were included in the 2016 bond issue. Following discussion, Member Hutchinson made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE THE PLANS AND SPECIFICATIONS TO EXTEND A WATER TRANSMISSION LINE FROM WELL NUMBER 2 ON LARCH AVENUE TO STONEY POINT ROAD AND AUTHORIZE TO ADVERTISE FOR BIDS WITH THE BID RESULTS PRESENTED AT THE AUGUST 8, 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
Mike Poellinger	Yes

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

ITEM 3.3 – CRESCENT VALLEY PROJECT CHANGE ORDER

City Engineer Hruska reviewed with City Council a change order to add water along Cornforth Road south of Claudia Avenue for the Crescent Valley improvement project. The work has been reviewed with Zenke Inc. and the prices in the change order are the same as Zenke bid in 2015. It was recommended to City Council to approve the change order with Zenke Inc. in the amount of \$31,529.00. Following discussion, Member Krenz made a motion, seconded by Member Buehler, as follows:

MOTION TO APPROVE A CHANGE ORDER WITH ZENKE INC. IN THE AMOUNT OF \$31,529.00 TO ADD WATER ALONG CORNFORTH ROAD SOUTH OF CLAUDIA AVENUE FOR THE CRESCENT VALLEY IMPROVEMENT PROJECT.

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
Mike Poellinger	Yes

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

ITEM 3.4 – WALNUT PLACE DEVELOPMENT PROPOSAL

City Administrator Waller reviewed with City Council an inquiry from the owner of 421 and 413 Walnut Place regarding the City's interest in selling the 3 lots the City owns on Walnut Place. The City purchased these 3 lots in 1995 for \$25,000.00 with each lot being 60' x 120' but only one of the lots borders on Walnut Place. City Council reviewed three proposed site plans that incorporate the land owned by the City. It was recommended to City Council to approve having an appraisal conducted on the lots with information being provided to City Council at a future meeting. Following discussion, Member Buehler made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE BRAD MCNALLY CONDUCTING AN APPRAISAL OF THE THREE (3) LOTS THE CITY OWNS ON WALNUT PLACE AT A COST OF \$350.00.

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
Mike Poellinger	Yes

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

ITEM 3.5 – LICENSE RENEWALS

City Council reviewed proposed license renewals for 2016 for Schroeder Heating & Cooling and Waraxa, LLC for Gas Installer. The applications appear to be in order and it is recommended the City Council approve the license applications as presented and authorize they be forwarded to the State of Minnesota. Following discussion, Member Krenz made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE LICENSE RENEWALS FOR 2016 FOR GAS INSTALLERS TO SCHROEDER HEATING & COOLING AND WARAXA, LLC AND AUTHORIZE THEY BE FORWARDED TO THE STATE OF MINNESOTA.

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
Mike Poellinger	Yes

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

ITEM 3.6 – MNDOT LANDSCAPE PARTNERSHIP RESOLUTION

City Administrator Waller reviewed with City Council a proposed Resolution for the City to participate in the MnDOT Landscape Partnership Program. To date, the City of La Crescent has completed seven (7) Landscape Partnership projects and has received over \$60,000 in grant funding for landscaping improvement in MnDOT right-of-way. There is \$8,000.00 in funding available for a fall 2016 planting project. It was recommended to City Council to adopt the proposed Resolution. Following discussion, Member Buehler introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 07-16-14

A RESOLUTION APPROVING CITY OF LA CRESCENT ENTER INTO MNDOT AGREEMENT WITH THE STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION

IT IS RESOLVED that the City of La Crescent enter into an Agreement with the State of Minnesota, Department of Transportation for the following purposes;

To provide for payment by the State to the City for the acquisition of landscape materials to be placed adjacent to Trunk Highway No. 61 and No. 16 near South 3rd Street, State Project No. (has not yet been assigned.)

IT IS FURTHER RESOLVED that the Mayor and the City Administrator are authorized to execute the Agreement and any amendments to the Agreement.

ADOPTED this 11th day of July, 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 present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Mike Poellinger	Yes

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

ITEM 3.7 – LEGACY GRANT RESOLUTION

City Administrator Waller reviewed with City Council the receipt of a \$400,000 Legacy Grant from the Minnesota Department of Natural Resources for the second phase of the Wagon Wheel Improvement Project that is scheduled for the 2017 construction season. One of the requirements of the Grant is the approval of a Resolution which the City Council reviewed. The project is approximately .97 miles in length. In addition to the \$400,000 Legacy Grant, the City also received a \$314,210 Transportation Enhancement grant for the balance of the costs associated with the improvement project. It was recommended to City Council to adopt the Resolution as presented. Following discussion, Member Krenz introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 07-16-15

RESOLUTION FOR RECEIPT OF A \$400,000.00 LEGACY GRANT FROM THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE SECOND PHASE OF THE WAGON WHEEL IMPROVEMENT PROJECT

WHEREAS, the City of La Crescent has been awarded \$400,000 from the Parks and Trails Legacy Grant Program by the Greater Minnesota Regional Parks and Trails Commission to construct .97 miles of paved trail for the Wagon Wheel Trail Project; and

WHEREAS, the City of La Crescent recognizes that it has secured \$314,200 in non-state cash matching funds for this project from a Transportation Enhancement Act.

NOW THEREFORE BE IT RESOLVED, the City of La Crescent agrees to accept the grant award, and may enter into an agreement with the State of Minnesota for the above referenced project. The City of La Crescent will comply will all applicable laws, environmental requirements and regulations as stated in the grant agreement; and

BE IT FURTHER RESOLVED, the City Council of the City of La Crescent hereby names the fiscal agent for the City of La Crescent for this project as:

Bill Waller
City Administrator
City of La Crescent
315 Main Street
La Crescent, MN 55947

BE IT FURTHER RESOLVED, the City of La Crescent hereby assures the Wagon Wheel Trail Project will be maintained for a period of no less than 20 years and land acquisitions will require a perpetual easement for recreational trail purposes.

ADOPTED this 11th day of July, 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
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 – CELL TOWER PROPOSALS

City Administrator Waller and City Attorney Wieser reviewed with City Council the four (4) proposals received regarding the cell tower located on City property. Also reviewed was a memo from Tammy Omdal at Northland Securities regarding the redemption of bonds, Series 2006C and 2006D. It was recommended to City Council to accept the proposal from Crown Castle in the amount of \$370,000.00 for a perpetual easement. It was proposed that the funds from the transaction be utilized as follows:

- a. Pay off the debt bond at the golf course - \$160,645.83.
- b. Pay off one-half of the bonds at the ice arena - \$126,013.54, with Lancer Youth Hockey paying off the other one-half.
- c. The balance of the funds, \$83, 340.63 would be used to establish a building improvement fund for the ice arena.

Since 2001, the City has received over \$211,000 in rent from the cell tower being located on City owned property. It was also recommended that the City Council authorize the City Attorney to finalize the closing documents and authorize the Mayor and City Administrator to sign the required documentation. By authorizing the above, the City saves over \$58,000 in future interest costs and reduces the support needed from future general fund budgets which will allow a portion of those funds to be utilized in other areas. Following discussion, Member Buehler made a motion, seconded by Member Krenz, as follows:

MOTION TO ACCEPT THE PROPOSAL FROM CROWN CASTLE IN THE AMOUNT OF \$370,000.00 FOR A PERPETUAL EASEMENT REGARDING THE CELL TOWER LOCATED ON CITY OF LA CRESCENT PROPERTY AND TO AUTHORIZE THE CITY ATTORNEY TO FINALIZE THE CLOSING DOCUMENTS AND AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE REQUIRED DOCUMENTATION.

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
Mike Poellinger	Yes

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

ITEM 3.9 – PERSONNEL COMMITTEE RECOMMENDATION

City Administrator Waller reviewed with City Council a recommendation from the Personnel Committee that the probationary status be removed for five (5) City firefighters: Todd Duerwachter; Eric Lambrecht; Josh Tarrence; William Tippery; and Michael Wizcek. City Council also reviewed a memo from La Crescent Fire Chief Tom Paulson stating the firefighters had successfully completed their 18 month probationary period and recommending the probationary status be removed. Following discussion, Member Buehler made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE THE PROBATIONARY STATUS BE REMOVED FOR THE FOLLOWING FIVE (5) CITY OF LA CRESCENT FIREFIGHTERS: TODD DUERWACHTER; ERIC LAMBRECHT; JOSH TARRENCE; WILLIAM TIPPERY; AND MICHAEL WIZCEK; AS THEY HAVE SUCCESSFULLY COMPLETED THEIR 18 MONTH PROBATIONARY PERIOD.

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
Mike Poellinger	Yes

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

ITEM 6.1 – STAFF CORRESPONDENCES/COMMITTEE UPDATES – DEVELOPMENT COMMISSION MINUTES

City Council reviewed the minutes from the June 13, 2016 La Crescent Economic Development Commission Meeting. No action taken.

ITEM 7.1 – CORRESPONDENCE – MINNESOTA GREENSTEP CITIES

City Council reviewed recognition from the Minnesota GreenStep Cities program recognizing the City of La Crescent for its participation at the Step 1 level of the program. No action taken.

ITEM 7.2 – CORRESPONDENCE – LEAGUE OF MINNESOTA CITIES

City Council reviewed a correspondence from the League of Minnesota Cities to Representative Greg Davids for his efforts this past legislative session. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

The La Crescent Chamber of Commerce gave an update on Chamber events including a streak fry and golf outing.

There being no further business to come before the Council at this time, Member Krenz 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
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 5:44 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator