

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
SEPTEMBER 8, 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 September was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, September 8, 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, Public Works Director Tyler Benish, Finance Director Kara Tarrence, City Attorney Skip Wieser, 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 – AUGUST 25, 2025
- 1.2 BILLS PAYABLE THROUGH – SEPTEMBER 5, 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. Prior to the meeting a request was made to City Clerk Angie Boettcher to make a change to the August 25, 2025, minutes to include the name and address of the cannabis application denial on the consent agenda – Flor Oscura, LLC, 100 Twilite Street, La Crescent.

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

A MOTION TO APPROVE THE CONSENT AGENDA WITH THE REQUESTED CHANGE TO ADD THE NAME AND ADDRESS OF THE CANNABIS APPLICATION DENIAL – FLOR OSCURA, LLC, 100 TWILITE STREET, 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 3.1 – FEE SCHEDULE AMENDMENT – PET LICENSING

City Council reviewed an Ordinance Amending the Master Fee Schedule. It was recommended that City Council approve the ordinance. Following discussion, Member Jostad introduced the following ordinance and moved its passage and adoption:

ORDINANCE NO. 594

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, 590

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:

Fee Schedules – Animals	
License – yearly 1/1 – 12/31 add -Per Dog/Cat	\$12.00 \$15.00
Spayed/Neutered	\$10.00
Replacement Tag	\$1.00

Late Fee after January 15 th in addition to regular license fee	\$15.00
Multi Pet Permit – Yearly Fee (Plus individual license fees as stated above)	\$25.00

ADOPTED _____

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

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 594 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 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 3.2 – DNR OUTDOOR RECREATON GRANT AGREEMENT

Public Works Director Tyler Benish reviewed with City Council an agreement with the Minnesota Department of Natural Resources and the City of La Crescent for the FY26 Outdoor Recreation Grant. The grant funds fifty percent (50%) of the cost for the new playground, expanded pickleball courts, walking path, and additional bike parking at Wieser Park. It was recommended that City Council approve the agreement. Following discussion, Member Langen made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE FY26 OUTDOOR RECREATION GRANT AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE WIESER PARK IMPROVEMENT PROJECT.

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 3.3 – CANNABIS DEVELOPMENT AGREEMENT – 350 STRUPP AVE.

City Attorney Wieser reviewed with City Council a request from Justin Dunaskiss regarding the property owned by ABJKM Holdings LLC and Twin Pines Ventures LLC at 350 Strupp Avenue to amend their development agreement in the same manner as the development agreement approved by City Council at the August 25, 2025, City Council meeting for the property owned by MNRE 270 Strupp Avenue LLC and High Hopes Ventures LLC located at 270 Strupp Avenue regarding the time frames and benchmarks. The changes were made to Article 3 as follows:

- Date changed from October 1st, 2025, to November 15th, 2025, for the Developer to satisfy the following obligations:

- A. MnDOT review and approval
- B. Drainage Plan and Grading Plan
- C. Development Plan or Development Improvements
- Certificate of Occupancy date changed from the end of the first quarter of 2026 to no later than July 31, 2026.
- Street obligation completed by the end of August 2026 with the letter of credit term ending October 31, 2026, unless otherwise agreed to.

It was recommended that City Council approve the amended development agreement with ABJKM Holdings LLC and Twin Pines Ventures LLC located at 350 Strupp Avenue. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE AMENDED DEVELOPMENT AGREEMENT WITH ABJKM HOLDINGS LLC AND TWIN PINES VENTURES LLC LOCATED AT 350 STRUPP AVENUE 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 3.4 – 2025 STREET PROJECT CHANGE ORDER

Public Works Director Tyler Benish reviewed with City Council a 2025 street project change order. At the May 12th, 2025, City Council meeting, the City Council was presented with a street construction project that included the 400 and 600 block alleys between South 1st Street and Main Street and a section of Shore Acres Road under the train bridge and continuing north to approximately the bypass road. At the May meeting the City Council rejected the quote from BKC Construction. WHKS and City Staff engaged Griffin construction, the contractor that is currently working on North Oak Street and South 6th Street, to provide a quote for the section of Shore Acres Road. Griffin Construction provided a quote of \$48,682.50. A memo from the City Engineer Tim Hruska was included that describes the work to be completed. It was recommended that City Council approve the change order with Griffin Construction to reconstruct a section of Shore Acre Road. The project is included in the City's 2025-2029 Street Reconstruction Plan, and the costs will be included in the 2026 bond issue. It was recommended that City Council approve the change order. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE 2025 STREET PROJECT CHANGE ORDER AND ACCEPT THE QUOTE OF \$48,682.50 FROM GRIFFIN CONSTRUCTION TO REPAVE THE SECTION OF SHORE ACRES ROAD UNDER THE TRAIN BRIDGE AND CONTINUING NORTH TO THE BYPASS ROAD.

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 3.5 – PERSONNEL COMMITTEE RECOMMENDATIONS

The Personnel Committee had the following recommendations for consideration by the City Council:

1. The Personnel Committee is recommending that the City Council accept City Administrator Bill Waller's notice of retirement. A copy of Mr. Waller's retirement letter was included. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO ACCEPT CITY ADMINISTRATOR BILL WALLER'S NOTICE OF RETIREMENT EFFECTIVE JANUARY 31, 2026.

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.

The City Attorney reviewed options with the City Council to fill the vacancy, including the option to either post the position internally or externally, and a timeline for completing the process. The City Council requested a review in the future of existing job descriptions for City supervisory positions, along with a review of information from the League of Minnesota Cities.

2. The Personnel Committee is recommending that the City Council designate Kara Tarrence, Tyler Benish, Luke Ahlschlager, and Skip Wieser with the following: prepare and present the 2026 general fund budget and resolution, prepare and present enterprise fund budgets, and negotiate union contract agreements with each of the three City unions that will expire at the end of 2025. Following discussion, Member Langen made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO DESIGNATE FINANCE DIRECTOR KARA TARRENCE, PUBLIC WORKS DIRECTOR TYLER BENISH, POLICE CHIEF LUKE AHLSCHLAGER, AND CITY ATTORNEY SKIP WIESER TO PREPARE AND PRESENT THE 2026 GENERAL FUND BUDGET AND RESOLUTION, PREPARE AND PRESENT ENTERPRISE FUND BUDGETS, AND NEGOTIATE UNION CONTRACT AGREEMENTS WITH LELS, AFSCME, AND IOUE WHICH EXPIRE AT THE END OF 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.

7. CORRESPONDENCE

7.1 XCEL ENERGY – RATE INCREASE NOTICE

City Council reviewed a notice of public and evidentiary hearings from Xcel Energy regarding an application for authority to increase electric rates.

7.2

11. ADJOURNMENT

There being no further business to come before the Council at this time, Member Williams 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 5:30 P.M.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator