

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
SEPTEMBER 23, 2024

Pursuant to due call and notice thereof, the second 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 23, 2024.

Upon a roll call taken and tallied by the City Clerk, the following members were present: Members Ryan Hutchinson, Cheryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present were, City Administrator Bill Waller, City Engineer Tim Hruska, City Public Works Director Tyler Benish, City Sustainability Coordinator Jason Ludwigson, Community Development Director Larry Kirch, City Attorney Skip Wieser, and City Clerk Angie Boettcher.

Tammy Omdal, Managing Director, of Public Finance with Northland Securities was also in attendance (via Zoom).

**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 – SEPTEMBER 9, 2024
- 1.2 BILLS PAYABLE THROUGH – SEPTEMBER 20, 2024

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 Hutchinson 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;

Ryan Hutchinson	Yes
Cheryl Jostad	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 – RESOLUTION – CALL FOR PUBLIC HEARING STREET RECONSTRUCTION PLAN**

Tammy Omdal from Northland Securities reviewed with City Council (via Zoom) a Resolution calling for a public hearing on the proposal to adopt a street reconstruction plan with the intent to issue general obligation street reconstruction bonds to cover a portion of the costs associated with future improvements. Also included was a public hearing notice. Following review and discussion, Member Hutchinson introduced the following Resolution and moved its passage and adoption:

**RESOLUTION NO. 09-24-30**

**RESOLUTION CALLING A PUBLIC HEARING ON THE PROPOSAL TO ADOPT A STREET RECONSTRUCTION PLAN AND THE INTENT TO ISSUE GENERAL OBLIGATION STREET RECONSTRUCTION BONDS**

WHEREAS, the City of La Crescent, Minnesota (the "City"), proposes that it is the best interest of the City to issue and sell general obligation street reconstruction bonds pursuant to Minnesota Statutes, Section 475.58, subdivision 3b, as amended (the "Act"), to finance the cost of street reconstruction projects, as described in the proposed street reconstruction plan described below, a copy of which is on file in the City Administrator's office; and

WHEREAS, pursuant to the Act, the City is authorized to issue and sell general obligation street reconstruction bonds to finance street reconstruction under the circumstances and within the limitations set forth in the Act; and the Act provides that street reconstruction projects may be financed with general obligation street reconstruction bonds, following adoption of a street reconstruction plan, after a public hearing on the street reconstruction plan and on the issuance of general obligation street reconstruction bonds and other proceedings conducted in accordance with the requirements of the Act; and

WHEREAS, pursuant to the Act, the City has undertaken to prepare a five-year street reconstruction plan for calendar years 2025 through 2029, which describes the streets to be reconstructed, the estimated costs and any planned reconstruction of other streets in the City, including the issuance of general obligation street reconstruction bonds under the Act (the "Plan"), to determine the funding strategy for street reconstruction projects.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of La Crescent, Minnesota, as follows:

1. Public Hearing. The Council hereby determines to call for and to hold a public hearing on the Plan and the issuance of general obligation street reconstruction bonds thereunder at a meeting of the Council to be held on November 12, 2024 the public hearing shall commence at 5:00 p.m.

2. Publication. The staff of the City is hereby authorized and directed to cause the Notice of Public Hearing which is attached to this Resolution to be published in the City's official newspaper not less than 10 days nor more than 28 days prior to the scheduled public hearing date.

ADOPTED this 23rd day of September 2024.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

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

Ryan Hutchinson	Yes
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 – REIMBURSEMENT RESOLUTION – STREET PROJECTS**

Tammy Omdal from Northland Securities reviewed with City Council (via Zoom) a Reimbursement Resolution related to the 2025 and 2026 street improvement projects. The resolution will allow the City to be reimbursed from bond proceeds for costs incurred on the 2025 and 2026 projects that the City spends ahead of the issuance of the bonds for the improvements. It was recommended that City Council adopt the resolution and continue to proceed with planning for street improvement projects in 2025 and 2026. Following review and discussion, Member Jostad introduced the following Resolution and moved its passage and adoption:

**RESOLUTION NO. 09-24-31**

**RESOLUTION DECLARING THE OFFICIAL INTENT OF THE CITY OF  
LA CRESCENT TO REIMBURSE CERTAIN EXPENDITURES FROM THE ISSUANCE OF  
BONDS**

WHEREAS, the Internal Revenue Service has issued Treasury Regulations, Section 1.150-2 (as the same may be amended or supplemented, the "Regulations"), dealing with "reimbursement bond" proceeds, being proceeds of bonds used to reimburse an issuer for any project expenditure paid prior to the time of the issuance of those bonds; and

WHEREAS, the Regulations generally require that an issuer make a declaration of intent to reimburse itself for such prior expenditures out of the proceeds of subsequently issued bonds, that such declaration be made not later than 60 days after the expenditure is actually paid, and that the bonding occur and the written reimbursement allocation be made from the proceeds of such bonds within 18 months after the later of (1) the date of payment of the expenditure or (2) the date the project is placed in service (but in no event more than 3 years after actual payment); and

WHEREAS, the City Council (the "Council") of the City of La Crescent, Minnesota (the "City") has heretofore determined and declared that it is in the best interest of the City to issue general obligation bonds in 2025, in an amount not to exceed \$1,312,000 (the "2025 Bonds") to finance the costs of street improvements in the City (the "2025 Project"); and

WHEREAS, the Council of the City has heretofore determined and declared that it is in the best interest of the City to issue general obligation bonds in 2026, in an amount not to exceed \$1,250,000 (the "2026 Bonds") to finance the costs of street improvements in the City and improvements to La Crescent Community Ice Arena (the "2026 Project"); and

NOW, THEREFORE, BE IT RESOLVED, by the Council of the City as follows:

(1) Official Intent Declaration. Pursuant to the Regulations, the City hereby declares its official intent to reimburse itself for paid project expenditures out of the proceeds of the 2025 Bonds and the 2026 Bonds (the "Declaration"). This Declaration relates to the 2025 Project and the costs to be financed by the 2025 Bonds, in the approximate maximum principal amount of \$1,312,000 and the 2026 Project and the costs to be financed by the 2026 Bonds, in the approximate maximum principal amount of \$1,250,000 (plus such additional principal amount necessary to provide for costs of issuance, net original issue discount, credit enhancement and any debt service reserve fund).

(2) Reasonable Expectations. The City reasonably expects to reimburse itself for the payment of the costs of the 2025 Project and the 2026 Project out of the proceeds of the 2025 Bonds and the 2026 Bonds, respectively, to be issued after the date of payment of such costs. As of the date hereof, the statements and expectations contained in this Declaration are believed to be reasonable and accurate.

(3) Permitted Reimbursable Capital Expenditures. Each expenditure to be reimbursed from the 2025 Bonds and the 2026 Bonds is or will be a capital expenditure or a cost of issuance, or any of the other types of expenditures described in Section 1.150-2(d)(3) of the Regulations.

(4) Effective Date. This resolution is effective upon the date of its approval.

ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

SIGNED:

\_\_\_\_\_

Mayor

ATTEST:

\_\_\_\_\_

City Administrator

The foregoing motion was duly seconded by Member O'Donnell-Ebner and upon a roll call vote taken and tallied by the City Clerk, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
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 – STREET PROJECT REVIEW**

City Engineer Tim Hruska reviewed with City Council the street improvement projects planned for the

upcoming years. The projects include Walnut Street, South 6<sup>th</sup> Street, and Oak Street (between North 1<sup>st</sup> Street and Main Street). This was informational only, no action required.

**ITEM 3.4 – Mn SMALL CITIES DEVELOPMENT GRANT AWARD**

Community Development Director Larry Kirch reviewed with City Council a letter from the Minnesota Department of Employment and Economic Development congratulating the city on our approved 2024 Minnesota Small Cities Development Program Grant (SCDP). The application was approved by the Department of Employment and Economic Development (DEED) for funding of \$600,000. Funds for the grant are provided by the U.S. Department of Housing and Urban Development (HUD) and will be used for street scaping on the Walnut Street Project. This was informational only, no action required.

**ITEM 3.5 – ENGINEERING AGREEMENT – WALNUT STREET PROJECT**

City Administrator Bill Waller reviewed with City Council an engineering agreement with WHKS for the Walnut Street Improvement Project planned for construction in 2026. The engineering costs incurred in 2024 and 2025 in advance of the bond issue are referenced in the reimbursement resolution and will be included in the 2025 bond issue. The City has received \$2.1 million in grant funding for the project. The balance of the funding will come from Municipal State Aid funds, funding authorized under the City’s Street Reconstruction Plan, American Rescue Plan funds, Water Utility Revenue Bonds, and possibly some additional grant opportunities. It was recommended that City Council approve the agreement with WHKS. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Hutchinson as follows:

**MOTION TO APPROVE THE ENGINEERING AGREEMENT WITH WHKS FOR THE WALNUT STREET IMPROVEMENT PROJECT.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.6 – ENGINEERING AGREEMENT – OAK STREET**

City Administrator Bill Waller reviewed with City Council an engineering agreement with WHKS for

plans and specifications for the Oak Street reconstruction project between Main Street and North 1<sup>st</sup> Street. The project is planned for construction in 2025 and will be combined with the South 6<sup>th</sup> Street bidding documents. The engineering costs incurred in 2024 in advance of the bond issue are referenced in the reimbursement resolution and will be included in the 2025 bond issue. The construction costs will be included in the 2025 bond issue and will utilize funds authorized under the Municipal State Aid Fund. It was recommended that City Council approve the agreement with WHKS. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE ENGINEERING AGREEMENT WITH WHKS FOR THE OAK STREET RECONSTRUCTION PROJECT.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 – ENGINEERING AGREEMENT – PRELIMINARY PLANNING MAIN STREET PROJECT**

City Administrator Bill Waller reviewed with City Council an engineering agreement with WHKS for preliminary planning on the future reconstruction of Main Street between Elm Street and Highway 14/61. The City is currently planning to reconstruct Oak Street between Main Street and North First Street in 2025. In addition, the City is planning to reconstruct Walnut Street with Main Street in 2026. Given this, City staff believe it would be advantageous for the City to begin planning for the reconstruction of Main Street so that there is continuity moving forward with the projects in 2025 and 2026. It was recommended that City Council approve the agreement with WHKS. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE ENGINEERING AGREEMENT WITH WHKS FOR THE MAIN STREET PROJECT.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 – ENGINEERING AGREEMENT – SAFE ROUTES TO SCHOOL PROJECT**

City Council reviewed an engineering agreement with WHKS for a Safe Routes to School Project. The state has awarded the city \$348,011 in Safe Routes to School (SRTS) Infrastructure funds for the project. The 2025 General fund budget will include \$71,500 for the engineering costs included in the project. It was recommended that City Council approve the agreement with WHKS. Following discussion, Member Hutchinson made a motion, seconded by Member O’Donnell-Ebner as follows:

**MOTION TO APPROVE THE ENGINEERING AGREEMENT WITH WHKS FOR THE SAFE ROUTES TO SCHOOL PROJECT.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.9 - WALK TO SCHOOL DAY PROCLAMATION**

City Council reviewed a proclamation for approval recognizing Wednesday, October 9<sup>th</sup>, 2024 as ‘Walk to School Day’ in the City of La Crescent. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Hutchinson as follows:

**MOTION TO PROCLAIM WEDNESDAY, OCTOBER 9<sup>TH</sup>, 2024 AS ‘WALK TO SCHOOL DAY’ 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;

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.10 - CPL PROJECT BID RESULTS**

Sustainability Coordinator Jason Ludwigson reviewed with City Council the proposals the City received for the Forest Habitat Restoration Project at Stoney Point resulting from the Request for Proposals the City issued on July 22<sup>nd</sup>, 2024. The City received proposals from Ku-le Region Forestry for \$29,870, Meyer Timber Services for \$39,999, and Chimney Rock Forestry, LLC for \$44,600. The CPL grant amount is \$40,700. It was recommended that City Council approve the bid from Ku-le Region Forestry for \$29,870. The project is anticipated to start in the fall of 2024. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE BID FROM KU-LE REGION FORESTRY OF \$29,870 FOR THE FOREST HABITAT RESTORATION PROJECT AT STONEY POINT.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.11 - ELECTRIC VEHICLE INFORMATIONAL MEETING**

Sustainability Coordinator Jason Ludwigson reviewed with City Council information regarding the “Learn About Electric Vehicles” event he is hosting for the public on Wednesday, October 9<sup>th</sup> at 6:30 p.m. at the La Crescent Community Building. This was informational only, no action required.

**ITEM 3.12 – PLANNING COMMISSION APPOINTMENT**

City Administrator Bill Waller reviewed with City Council a request to appoint Donny Hogan to the City’s Planning Commission. It was recommended that City Council approve the appointment. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE APPOINTMENT OF DONNY HOGAN TO THE CITY’S PLANNING COMMISSION.**

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

Ryan Hutchinson	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

and Member Jostad was absent. The motion was declared duly carried by a 4-0 vote.

**ITEM 3.13 – PARADE REQUEST**

City Council reviewed a letter from Police Chief Luke Ahlschlager requesting permission for the La Crescent-Hokah School District to hold a homecoming parade on Friday, October 4<sup>th</sup>, 2024. The parade will begin at approximately 12:45 PM in the La Crescent Middle School parking lot and will travel north on Lancer Boulevard, turn onto South 11<sup>th</sup> Street, proceed north on South Elm Street, circle the La Crescent Elementary School, and return to the High School via the same route. The La Crescent Police Department will escort the parade, providing front and rear coverage with emergency lighting. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE LA CRESCENT-HOKAH SCHOOL DISTRICT TO HOLD A HOMECOMING PARADE ON FRIDAY, OCTOBER 4<sup>TH</sup>, 2024 AS SPECIFIED.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.14 – ELECTION JUDGE RESOLUTION**

City Council reviewed a Resolution appointing election judges for the November 5, 2024 General Election. Following review and discussion, Member O'Donnell-Ebner introduced the following Resolution and moved its passage and adoption:

**RESOLUTION NO. 09-24-32**

**RESOLUTION APPOINTING ELECTION JUDGES FOR THE NOVEMBER 5, 2024 GENERAL ELECTION**

Be it resolved by the City Council of the City of La Crescent as follows:

1. The persons below named are hereby appointed judges for the 2024 elections to be held in the City of La Crescent on November 5, 2024. The judges appointed, the chairperson of the election board of each precinct designated and precinct and voting are as following:

A. First Precinct.....Community Building

To serve from 7:00 AM to 8:00 PM

Deb Oliver, Chair  
Catherine Acevedo  
Rose Albrecht  
Dean Bergstrom  
Lisa Docken  
Heidi Kerska  
Ann Northrup  
Jan Schild  
Mike Trnka

B. Second Precinct.....Ice Arena

To serve from 7:00 AM to 8:00 PM

Katie Jensen, Chair  
Rosanne Buehler  
Tom Curran  
Judy Graff  
Suzanne Harm  
Judy Lehmann  
Brad Sturm  
Sue Gordon

C. Third Precinct.....Ice Arena

To serve from 7:00 AM to 8:00 PM

Carolynn Devine, Chair  
Ricardo Acevedo  
Diana Gorgos  
Sue Klemp  
Cheri Olson

C. Fourth Precinct.....Mailed Ballot

ADOPTED this 23rd day of September 2024.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

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

Ryan Hutchinson	Yes
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 3.15 – AUTHORIZE SIGNER – CITY BANK ACCOUNTS**

City Council reviewed a letter from City Finance Director Kara Tarrence requesting that the City Accountant, Amy Jore be added as a signer on the City's Merchants Bank Account as her job duties will require her at times to sign documents, including but not limited to signing accounts payable checks and requesting transfers to pay bond payments. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE CITY ACCOUNTANT AMY JORE AS A SIGNER TO THE CITY’S MERCHANTS BANK ACCOUNT.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	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 3.16 – REVIEW DRAFT CANNABIS REGULATIONS**

City Attorney Skip Wieser reviewed the draft Cannabis Ordinance with City Council. Following discussion, Member Jostad made a motion, seconded by Member Williams that verbiage be included in the draft ordinance stating that if there is an appropriate amount of licenses within the county the City shall not be required to register a cannabis business in the city. Following further discussion, Member Williams withdrew his second and no other Council Member seconded the motion therefore the motion failed. Following discussion, Member Jostad made a motion to change the draft ordinance’s number of cannabis business licenses from three to two within the city. No Council Member seconded the motion and the motion died. It was recommended to City Council to authorize the City Administrator and City Attorney to begin the public hearing process for the text amendments to the zoning ordinance. Following discussion, Member Hutchinson made a motion, seconded by Member O’Donnell-Ebner as follows:

**MOTION TO AUTHORIZE THE CITY ADMINISTRATOR AND CITY ATTORNEY TO BEGIN THE PUBLIC HEARING PROCESS FOR THE TEXT AMENDMENTS TO THE ZONING ORDINANCE.**

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

**8. CHAMBER OF COMMERCE**

Chamber of Commerce representative Kim Siegersma was in attendance and had no updates to report.

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 Clerk, the following Members present voted in favor thereof, viz;

Ryan Hutchinson	Yes
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 6:18 P.M.

APPROVAL DATE: October 14, 2024

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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