

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
JANUARY 13, 2020

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of January was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, January 13, 2020, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cherryl Jostad, Teresa O'Donnell-Ebner, Dale Williams and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, and City Administrative Assistant Angie Boettcher.

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 for this regular meeting:

- 1.1 MINUTES – DECEMBER 23, 2019
- 1.2 BILLS PAYABLE – JANUARY 10, 2020

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. City Attorney Wieser addressed changes to the Charter Franchise Agreement with City Council. Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING CHANGES TO THE CHARTER FRANCHISE AGREEMENT.

Upon a roll call vote taken and tallied by the City Administrator, 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 3.0 – SOLSMART DESIGNATION

Jason Ludwigson, City Sustainability Coordinator, addressed the City Council regarding the City achieving the designation of SolSmart Silver. A plaque was presented and a photo with City Council was taken. This item was informational, and no action was taken.

ITEM 3.1 – ANNUAL APPOINTMENTS

City Council took up discussion of the annual appointments for 2020, following which Member O’Donnell-Ebner made a motion, seconded by Member Jostad, to approve the following motion:

A MOTION TO APPROVE DALE WILLIAMS AS THE ACTING MAYOR

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O’Donnell-Ebner	Yes
Mike Poellinger	Yes

Member Dale Williams abstained from voting and none voted against the same. The motion was declared duly carried by a 4-0 vote.

Upon recommendation of official depositories for the City by Finance Director Debbie Shimshak, Member Hutchinson then introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 01-20-01

A RESOLUTION DESIGNATING, AS A DEPOSITORY OF THE CITY OF LA CRESCENT FUNDS, ONE OR MORE FINANCIAL INSTITUTIONS

WHEREAS, Minn. Stat. § 118A.02, subd. 1 and Minn. Stat. §§ 427.01-.12, require that the City of La Crescent designate, as a depository of its funds, one or more financial institutions within 30 days of the start of the City’s fiscal year.

BE IT RESOLVED, that the City Council of the City of La Crescent designates the following financial institutions as official depositories for the City of La Crescent for all City banking functions and investments:

- Merchants Bank - La Crescent
- Home Federal Savings - La Crescent
- State Bank - La Crosse
- Edward Jones – La Crescent
- Northland Securities, Inc.
- 4M Fund (sponsored by the League of Minnesota Cities)
- Morgan Stanley Smith Barney
- Institutional CD’s Inc./ICD Securities, Inc. – Broker
- Altra Federal Credit Union - La Crescent
- Multi-Banks Securities
- Eitzen State Bank – La Crescent

ADOPTED this 13th day of January, 2020.

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 Administrator, all 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 and the resolution duly passed and adopted.

Regarding the Official Newspaper, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, to approve the following motion:

A MOTION APPOINTING THE HOUSTON COUNTY NEWS AS THE OFFICIAL NEWSPAPER FOR THE CITY OF LA CRESCENT

Upon a roll call vote taken and tallied by the City Administrator, all 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.

Regarding Assistant Weed Inspector, Member Jostad made a motion, seconded by Member Hutchinson, to approve the following motion:

A MOTION APPOINTING SHAWN WETTERLIN AS ASSISTANT WEED INSPECTOR FOR THE CITY OF LA CRESCENT

Upon a roll call vote taken and tallied by the City Administrator, all 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.

Member O'Donnell-Ebner then introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 01-20-02

**A RESOLUTION APPOINTING A RESPONSIBLE AUTHORITY AND
ASSIGNING DUTIES, STATE OF MINNESOTA**

WHEREAS, Minnesota Statutes, Section 13.02 Subdivision 16, as amended, requires that the City of La Crescent appoint one person as the Responsible Authority to administer the requirements for collection, storage, use, and dissemination of data on individuals, within the City, and

WHEREAS, the City Council shares concern expressed by the Legislature on the responsible use of all City data and wishes to satisfy this concern by immediately appointing an administratively qualified Responsible Authority as required under the statutes,

BE IT RESOLVED, that the City Council of La Crescent appoints Debbie Shimshak as the Responsible Authority for the purposes of meeting all requirements of Minnesota Statutes, Chapter 13, as amended, and with rules as lawfully promulgated by the Commissioner of Administration.

FURTHER BE IT RESOLVED, the Responsible Authority shall require the requesting party to pay the actual costs of making, certifying, and compiling copies and of preparing summary data.

ADOPTED this 13th day of January, 2020.

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 Administrator, all 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 and the resolution duly passed and adopted.

ITEM 3.2 – ADVISORY COMMISSION APPOINTMENTS

Mayor Poellinger reviewed with City Council the various City of La Crescent standing commission appointments for 2020 and recommended reappointing those that are expiring, following which Member O'Donnell-Ebner made a motion, seconded by Member Hutchinson, as follows:

MOTION APPROVING THE FOLLOWING INDIVIDUALS TO CITY OF LA CRESCENT STANDING COMMISSIONS FOR 2020:

PLANNING COMMISSION

1. **Patti Dockendorff – 2020**
2. **Jason Ludwigson – 2022***
3. **Dave Hanifl – 2022***
4. **Mike Welch – 2021**
5. **Anna Stoecklein – 2020**
6. **Linda Larson – 2021**
7. **Jerry Steffes – 2021**

PARK AND RECREATION COMMISSION

1. **Jon Steffes – 2022***
2. **Paul McLellan – 2022***
3. **Randy Dobbs – 2022***
4. **Mike Limberg – 2020**
5. **Sarah Wetterlin – 2020**
6. **Diana Adamski – 2021**
7. **Eileen Krenz - 2021**

GOLF COMMISSION

1. **Garry Hill – 2022***
2. **Tom Jones – 2021**
3. **Larry Ernst – 2022***
4. **Bill Dockendorff – 2020**
5. **Scott Yeiter - 2020**

HISTORIC BLUFF COUNTRY COMMISSION

1. **Eileen Krenz – 2020***

LIBRARY BOARD

1. **Teresa O'Donnell-Ebner – 2022***
2. **Tina Ryan – 2020**

3. Lisa Docken – 2021
4. Sarah Riess – 2021
5. Logan Colby – 2022*
6. Robin Yeshe – 2020
- 7.

ECONOMIC DEVELOPMENT COMMISSION

1. Larry Stryker - 2022*
2. Eileen Krenz - 2020
3. Mike Welch - 2021
4. Troy Nolop - 2020
5. Lori Kadlec - 2021
6. Al Voss - 2022*
7. Brett Kemmer - 2021

GREENSTEP COMMITTEE

1. Eric Ressel - 2020
2. Jim Nissen - 2020
3. Janelle Ramaker - 2020
4. Jason Ludwigson - 2020
5. Michael Alfieri - 2020
6. Donald Smith - 2020
7. Angie Boettcher - 2020
8. Tyler Benish - 2020
9. Shawn Wetterlin - 2020
10. Tim Hruska - 2020
11. Terry Erickson - 2020
12. Meghan Steffes - 2020
13. Isabelle Morken - 2020

NATURAL RESOURCE ADVISORY GROUP

1. Jim Nissen - 2020
2. Ruth Nissen - 2020
3. Phyllis Feiock - 2020
4. Randy Urich - 2020
5. Mary Thompson - 2020
6. Craig Thompson - 2020
7. Janelle Ramaker - 2020

BICYCLE/PEDESTRIAN COMMITTEE

1. Jason Ludwigson - 2020
2. Linda Larson - 2020
3. Anna Stoecklein - 2020
4. Maseray Severn - 2020
5. Kristen Plummer - 2020

Indicates Reappointed*

Upon a roll call vote taken and tallied by the City Administrator, all 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 – CITY COUNCIL APPOINTMENTS

At the direction of the Mayor, the proposed Commission assignments for 2020 were reviewed by City Council. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION APPOINTING THE FOLLOWING INDIVIDUALS TO CITY COMMISSIONS FOR 2020:

Planning Commission	Teresa O'Donnell-Ebner
Emergency Services Commission	Mike Poellinger
Library Board	Teresa O'Donnell-Ebner
Golf Commission	Ryan Hutchinson
Park and Recreation Commission	Ryan Hutchinson
Personnel Committee	Mike Poellinger and Dale Williams
La Crescent Animal Rescue	Ryan Hutchinson
Fire Cooperative	Mike Poellinger and Cherryl Jostad
Economic Development Commission	Cherryl Jostad
Fire Department Relief Association	Cherryl Jostad
Explore La Crosse	Cherryl Jostad
GreenStep Committee	Teresa O'Donnell-Ebner

Upon a roll call vote taken and tallied by the City Administrator, all 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 3.4 REVIEW CITY COUNCIL RULES AND PROCEDURES

City Attorney Wieser reviewed with City Council Resolution No. 02-13-03 which sets forth the groundwork for orderly and respectful communication and to promote efficient working of the public's interest at Council Meetings. Pursuant to the authority of Minn. Stat. § 412.191 Subd. 2, City Councils have the authority to regulate their own procedure.

Organizational Resolution has been in place with the City of La Crescent since 1975. Significant reviews were done in 2013 and 2014. Thereafter, the document has been reviewed and approved at the initial meeting of the year.

Several years ago City Staff was directed, when preparing City Council Meeting Minutes in situations where a Council member is not present, to note the absence as either excused or unexcused. At this time it was recommended to City Council to consider eliminating that designation and simply identifying the Council member as absent when a Council member does not attend a City Council Meeting.

Following discussion, Member Williams made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE ELIMINATING THE DESIGNATION OF EXCUSED OR UNEXCUSED OF CITY COUNCIL MEMBERS AT CITY COUNCIL MEETINGS IN THE MINUTES AND SIMPLY IDENTIFYING THE COUNCIL MEMBER AS ABSENT WHEN A COUNCIL MEMBER DOES NOT ATTEND A CITY COUNCIL MEETING.

Upon a roll call vote taken and tallied by the City Administrator, all 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 3.5 – REVIEW CITY CODE OF CONDUCT

City Attorney Wieser then reviewed with City Council the Code of Conduct for elected and appointed officials of the City of La Crescent. The Code of Conduct was initially adopted in 2014. The Code of Conduct is an aspirational document for the City and how the Council and other representatives of the City conduct themselves while performing City business. There were no proposed changes to this Code of Conduct. No action taken.

ITEM 3.6 – REVIEW SOCIAL MEDIA POLICY

City Attorney Wieser also reviewed with City Council a copy of the existing Communications Policy adopted by the City of La Crescent. This was initially adopted in March 2003 and last reviewed/updated on May 28, 2013. The updates in 2013 related to internet/social media participation. It was recommended to City Council to delete the last paragraph on Page No. 3 regarding using handheld cellular phones and insert language on the Hands Free Law. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE DELETING THE LAST PARAGRAPH ON PAGE NO. 3 OF THE CITY OF LA CRESCENT COMMUNICATIONS POLICY REGARDING USING HANDHELD CELLULAR PHONES AND INSERTING THE FOLLOWING LANGUAGE: EMPLOYEES' USE OF CELLULAR OR WIRELESS DEVICES WILL COMPLY WITH APPLICABLE MINNESOTA LAW INCLUDING MINNESOTA HANDS FREE LAW AS FOUND IN MINN. STAT. § 169.475, AS MAY BE AMENDED.

Upon a roll call vote taken and tallied by the City Administrator, all 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 3.7 – 2019 LIBRARY REPORT

La Crescent Library Director, Kayce Gentry, reviewed with City Council the 2019 La Crescent Library Report. This item was informational, and no action taken.

ITEM 3.8 – PERSONNEL COMMITTEE RECOMMENDATIONS

City Administrator Waller reviewed with City Council the following recommendations from the Personnel Committee:

1. On January 22, 2020, Jevin Dorschner will have successfully completed his six-month probationary period as a Laborer. Effective January 22, 2020, the Personnel Committee is recommending that Mr. Dorschner's probationary status be removed, and that he be classified as a regular City of La Crescent employee.
2. Drew Koch and Chris Oliver have successfully completed their 18-month probationary periods as Firefighters, and that effective January 13, 2020, their probationary status be removed and that they be classified as regular City of La Crescent employees. City Council reviewed a letter from the Fire Chief regarding the recommendation.
3. That the City Council approve the reinstatement of Ryan Hutchinson as a Firefighter for the City of La Crescent. City Council reviewed a letter from the Fire Chief regarding the recommendation.
4. That the City Council approve a change to the Fire Department Rules and Regulations regarding the minimum requirements to maintain active status with regard to call attendance. City Council reviewed a letter from the Fire Chief which reviewed the recommendation in detail.

Following discussion, Member Williams made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE REMOVING LABORER JEVIN DORSCHNER'S PROBATIONARY STATUS EFFECTIVE JANUARY 22, 2020 AND THAT HE BE CLASSIFIED AS A REGULAR CITY OF LA CRESCENT EMPLOYEE.

Upon a roll call vote taken and tallied by the City Administrator, 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.

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

MOTION TO APPROVE REMOVING LA CRESCENT FIREFIGHTERS DREW KOCH'S AND CHRIS OLIVER'S PROBATIONARY STATUS EFFECTIVE JANUARY 13, 2020 AND THAT THEY BE CLASSIFIED AS REGULAR CITY OF LA CRESCENT EMPLOYEES.

Upon a roll call vote taken and tallied by the City Administrator, 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.

Following discussion, Member Williams made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THE REINSTATEMENT OF RYAN HUTCHINSON AS A FIREFIGHTER FOR THE CITY OF LA CRESCENT.

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

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

Member Ryan Hutchinson and Mayor Mike Poellinger abstained from voting and none voted against the same. The motion was declared duly carried by a 3-0 vote.

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

MOTION TO APPROVE THE RECOMMENDED CHANGE TO THE FIRE DEPARTMENT RULES AND REGULATIONS BY FIRE CHIEF TOM PAULSON TO ARTICLE VI, SECTION A, SUBSECTION 2(A) MINIMUM REQUIREMENTS TO READ AS FOLLOWS: "ATTENDANCE AT TWENTY-FIVE PERCENT (25%) OF ALL CALLS DURING ASSIGNED SHIFT OR TEN PERCENT (10%) OF TOTAL DEPARTMENT CALLS PER CALENDAR YEAR."

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

Cherryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes

Member Ryan Hutchinson and Mayor Mike Poellinger abstained from voting and none voted against the same. The motion was declared duly carried by a 3-0 vote.

ITEM 3.9 – ANNEXATION ORDINANCE

City Attorney Wieser reviewed with City Council proposed Ordinance No. 539 annexing the City’s recently purchased property located at 1787 County 6. City Attorney Wieser reviewed the findings for the Ordinance. Following further discussion, Member Jostad introduced the following Ordinance, and moved its passage and adoption with change to map showing updated City boundaries which is attached to the Ordinance:

ORDINANCE NO. 539

**AN ORDINANCE OF THE CITY OF LA CRESCENT, MINNESOTA ANNEXING
LAND OWNED BY THE CITY OF LA CRESCENT LOCATED IN
LA CRESCENT TOWNSHIP, HOUSTON COUNTY, MINNESOTA PURSUANT TO MINNESOTA
STATUTES § 414.033 SUBDIVISION 2(1), PERMITTING ANNEXATION BY ORDINANCE**

WHEREAS, the City Council of the City of La Crescent, pursuant to MSA Section 414.033 Subd. 2(1), declares land, owned by the City of La Crescent (hereinafter “City”), to be annexed to the City; and

WHEREAS, the City is the sole owner of the following legally described property (hereinafter “Property”):

A piece or parcel of land lying in the Southwest Quarter of the Northwest Quarter of Section 9, Township 104 North, Range 4 West, of the Fifth Principal Meridian and described as follows, to-wit; Starting at the Northwest corner of said Section 9, then South along the Section line a distance of 1298.6 feet to the center of the Pine Creek Road, then South 71 degrees 20 minutes East a distance of 401.4 feet, then South 61 degrees 54 minutes East a distance of 1074.7 feet to a 1/16 line fence, then South along said fence line a distance of 76.9 feet to an iron pipe on the South Right-of-Way line of the Pine Creek Road which is the point of beginning, then Northwesterly along the Southerly Right-of-Way line of the Pine Creek Road a distance of 153 feet to an iron pipe, then South a distance of 695.3 feet to an iron pipe, then East a distance of 132 feet to an iron pipe on the 1/16 line fence, then North along said 1/16 line fence to the point of beginning.

WHEREAS, the City wishes to annex into the City the Property, which is becoming urban and suburban in character with current expansion of the City, and abuts the city limits of the City; and

WHEREAS, the Property is not presently included within the corporate limits of any incorporated city and is not in a flood plain or shore land area; and

WHEREAS, the City agrees to reimburse La Crescent Township \$160.06 per year for the next two years for lost real estate taxes; and

WHEREAS, the Property is not presently served by municipal water supply system and municipal sewer system; and

WHEREAS, the City has determined that annexation is in the best interest of the City.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LA CRESCENT HEREBY ORDAINS AS FOLLOWS:

SECTION ONE. The City Council hereby determines that the annexation will be to the best interest of the City and of the property affected, that the Property described herein is owned by the City, abuts upon the city limits, and is becoming urban or suburban in character, and that none of said Property is now included within the limits of any city and does not abut upon the limits of any other city.

SECTION TWO. The corporate limits of the City of La Crescent are hereby extended to include the Property described as follows and the same is hereby annexed to and included within the City as effectually as if it had originally been a part of:

A piece or parcel of land lying in the Southwest Quarter of the Northwest Quarter of Section 9, Township 104 North, Range 4 West, of the Fifth Principal Meridian and described as follows, to-wit; Starting at the Northwest corner of said Section 9, then South along the Section line a distance of 1298.6 feet to the center of the Pine Creek Road, then South 71 degrees 20 minutes East a distance of 401.4 feet, then South 61 degrees 54 minutes East a distance of 1074.7 feet to a 1/16 line fence, then South along said fence line a distance of 76.9 feet to an iron pipe on the South Right-of-Way line of the Pine Creek Road which is the point of beginning, then Northwesterly along the Southerly Right-of-Way line of the Pine Creek Road a distance of 153 feet to an iron pipe, then South a distance of 695.3 feet to an iron pipe, then East a distance of 132 feet to an iron pipe on the 1/16 line fence, then North along said 1/16 line fence to the point of beginning.

The above described property consists of a total of 2.170 acres, more or less. Copies of the corporate boundary map showing the property to be annexed and its relationship to the corporate boundaries and all appropriate plat maps are attached hereto.

SECTION THREE. The City of La Crescent, pursuant to Minnesota Statute § 414.036, that with respect to the property taxes payable on the area legally described herein, hereby annexed, shall make a cash payment to La Crescent Township in accordance with the following schedule:

- a. In the first year following the year in which the City of La Crescent could first levy on the annexed area, an amount equal to \$160.06; and
- b. In the second and final year, an amount equal to \$160.06.

SECTION FOUR. The City Administrator and City Attorney are hereby directed to file certified copies of this Ordinance with the Chief Administrative Law Judge, Secretary of State, La Crescent Township Clerk, and the Houston County Auditor.

SECTION FIVE. This Ordinance takes effect upon its passage and publication and filing of an approval of the Administrative Law Judge.

PASSED AND ADOPTED by the City Council of the City of La Crescent, Minnesota, this 13th day of January, 2020.

Mayor

ATTEST:

City Administrator

In approving the above Motion, the City Council made the following findings of facts:

1. Minnesota Statutes § 414.033 Subd. 2(1) states that the City Council can declare land owned by the City to be annexed to the City.
2. The property is not presently served by public sewer facilities and public sewer facilities are not otherwise available.
3. The property is currently residential; and
4. The City has determined that annexation is in the best interest of the City.

The foregoing motion was duly seconded by Member Williams and upon a roll call vote taken and tallied by the City Administrator, all 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 ordinance was declared duly passed and adopted.

City Attorney Wieser then reviewed with Council the Summary Ordinance for publication. The Council made the following findings of facts: that publication of the summary informs the public of the intent and effect of the Ordinance.

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

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 539 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 Administrator, all 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 ordinance was declared duly passed and adopted.

ITEM 3.10 – 2020 FEE SCHEDULE UPDATES

City Administrative Assistant, Angie Boettcher, reviewed with City Council the proposed changes to the Fee Schedule for 2020 which has been reviewed by City Staff. The review and adoption of fees is done on a yearly basis to ensure the costs to the City are sufficiently covered while at the same time being fair, reasonable and proportionate to the actual cost of the service for which the fee is imposed. The proposed changes include the following:

GOLF

2020 SEASON PASSES – GOOD ANYTIME REQUIRES TEE TIME (ON A 1 ST COME BASIS)	
FAMILY – (2 ADULTS AND CHILDREN UNDER THE AGE OF 17)	\$550.00 to 555.00
SINGLE	\$420.00 \$425.00
SINGLE WITH CAR	\$725.00
COUPLES WITH CART (2 ADULTS SAME RESIDENCE)	\$945.00 to \$950.00
GOLF CAR TRAIL PASS	\$125.00 (FOR USE OF PERSONAL RIDING CART)
<i>\$8.00 PER PERSON CAR RENTAL/1/2 CAR FRIDAY/PLAY AT RECIPROCAL COURSES*/SEASON PASSES MAY BE USED FOR LEAGUE PLAY & GROUP OUTING DISCOUNTS WHEN SPECIFIED</i>	
2020 DAILY FEES	
9 HOLES	\$13.00 to \$13.50
18 HOLES	\$21.00 OR \$35.00 W/RIDING CART
RIDING CART	\$9.00 PER PERSON 9 HOLES
PULL CARTS	\$3.50
TRAIL PASS	\$5.00 (DAILY RATE FOR USE OF PERSONAL CAR)
<i>WEEK DAYS “ALL DAY” RATE WALKING \$25 with car \$40 **Subject to availability of tee times, and not offered on holidays or weekends</i>	
DAILY RATE SPECIALS	
<i>“EARLY BIRD” RATE BEFORE 10:00 AM Saturday/Sunday - \$10.00 GOLF/\$8.00 CAR “The NOONER” 12:00 PM to 2:00 PM Monday thru Friday - \$10.00 GOLF 9 Hole RATE PER PERSON AND EXCLUDES HOLIDAYS</i>	
SENIOR (60+)	
9 HOLES – WEEKDAY	\$11.00 to \$11.50
18 HOLES – WEEKDAY	\$18.00 OR \$32.00 W/RIDING CART
JUNIOR RATES – 11-16 YEARS	
9 HOLES - EVERY DAY	\$6.00
18 HOLES – EVERY DAY	\$9.00 - MAY RIDE FREE WITH PAID ADULT

JUNIOR RATE (10 AND UNDER)	
9 HOLES - EVERY DAY	\$4.00-WITH PAID ADULT
18 HOLES – EVERY DAY	MAY RIDE FREE WITH PAID ADULT

LIBRARY

LIBRARY	2020
Library Cards:	
- Replacements	\$ 1.00
- Non-resident	\$ 45.00
Fines – per day:	
- Adult books	\$.10 to .20
- Youth books	\$.10 Remove
- Juvenile	\$.10 Remove
- Video/DVD/Music CD's	\$.50
- Damaged or Lost Material	Retail Price of Item
Computer Print-Outs – B/W	\$.20
Computer Print-Outs – Color	\$.20
Copy Machine – 8 ½ x 11	\$.20
Copy Machine – Legal	\$.20
Copy Machine – Ledger	\$.20
Microfilm Copies	\$.20
Fax – Incoming/Outgoing - Per Page – **for long distance only**	\$ 1.00

POLICE

POLICE	2020
Ordinance Violation Fine Schedule	
Petty Misdemeanor-	\$ 40.00 +
Misdemeanor	\$ 75.00 +
Ordinance Parking Violation	\$ 20.00 +
Petty Misdemeanors and Misdemeanors: Fine Amount + <u>\$75.00 surcharge</u> – <i>The Surcharge Fee is Determined by the Court System.</i>	
Ordinance Parking Violations: Fine Amount + \$3.00 surcharge + \$10.00 Law Library Fee - <i>The Surcharge and Law Library Fee Are Determined by the Court System.</i>	

Fee Schedules – Animals	
License – yearly 1/1 – 12/31	\$ 10.00
Spayed/Neutered	\$7.50
Replacement Tag	\$1.00
Late Fee after January 15 th	\$10.00
Multi Pet Permit – Yearly Fee (Plus individual license fees as stated above)	\$25.00
	\$50.00
Animal Impoundment	
Boarding (food/shelter) - Per day plus tax	\$10.00
ADMINISTRATIVE FINE FEE SCHEDULE	
General Parking Violation	\$10.00 to \$20.00
Handicapped Parking	\$25.00
Miscellaneous	
Accident Reports – State Form	\$2.00
Copy of Incident Reports – per page/100 pages or less \$.25/page. 100 or more assessed to actual cost of materials and staff time.	Refer to description at left
Print-out of driving record/registration check – per request	\$5.00
Police Reserves – School District #300 events – per hour/per person	\$12.00
Fingerprinting	\$20.00 to \$30.00
Vehicle Towing Fee	\$175.00
Vehicle Impoundment Fee – per day	\$10.00 to \$15.00
Yearly Permit to Acquire Firearms/Permit to Carry – per year	No Charge
NSF/Account Closed Checks – service fee	\$30.00
Copy of Audio Cassette Tape/CD Doesn't apply to Prosecutor's copy change to DVD only	\$10.00
BWC - \$19.00 per video/\$1.00 per minute + actual cost of staff time	

It was recommended to City Council to adopt the 2020 Fee Schedule with the proposed changes. Following discussion, Member Williams made a motion, seconded by Member Hutchinson, as follows:

MOTION TO ADOPT THE PROPOSED CHANGES FOR THE CITY OF LA CRESCENT 2020 FEE SCHEDULE.

Upon a roll call vote taken and tallied by the City Administrator, all 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.

ITEM 3.11 – 2020 LICENSE RENEWALS

City Council reviewed a list of additional proposed license renewals for 2020. The applications appear to be in order, and it was recommended to City Council to approve the license renewal applications. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE THE PRESENTED LIST OF LICENSE RENEWALS FOR 2020 FOR THE FOLLOWING:

GAS INSTALLERS – ABSOLUTE COMFORT HEATING & A/C; BAGNIEFSKI HEATING & AIR CONDITIONING

MASSAGE BUSINESS – HEAVEN’S HANDS

MASSAGE TECHNICIAN – HEAVEN’S HANDS

Upon a roll call vote taken and tallied by the City Administrator, 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 3.12 – LIQUOR LICENSE CHANGE IN CORPORATE OFFICER

City Council reviewed a Memorandum from Chris Fortsch, Administrative Clerk, regarding effective January 14, 2020, the ownership interest of the Swing Bridge Pub will change hands. The application required by the State of Minnesota to update the 2020 Liquor License has been completed by the new owner. The application appears to be in order, and it was recommended to City Council to approve the application so it can be forwarded to the State. Following discussion, Member Williams made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE CHANGE IN CORPORATE OFFICER FOR THE SWING BRIDGE PUB 2020 LIQUOR LICENSE AND AUTHORIZE THAT IT BE FORWARDED TO THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY.

Upon a roll call vote taken and tallied by the City Administrator, 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 3.13 – ANIMAL RESCUE BYLAWS/AGREEMENT

City Attorney Wieser reviewed with City Council a proposed amendment to the agreement between the City of La Crescent and La Crescent Animal Rescue, Inc. and the proposed Bylaws. Following discussion, Member Williams made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE FIRST AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND LA CRESCENT ANIMAL RESCUE, INC. WITH MODIFICATIONS.

Upon a roll call vote taken and tallied by the City Administrator, 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.

Suggested changes to the Bylaws were reviewed. No action was taken.

ITEM 7.1 – CORRESPONDENCE – MINNESOTA LAND TRUST

City Council reviewed a correspondence dated January 2, 2020 from Minnesota Land Trust regarding their annual monitoring of Eagles Bluff Park and Vetsch Park which are both protected by conservation easements held by the Minnesota Land Trust. No action taken.

ITEM 7.2 – CORRESPONDENCE – ROLLINGSTONE SOLAR FARM UPDATE

City Council reviewed an email from Service Pro Solar Support with an update on the Rollingstone Solar Farm. No action taken.

ITEM 7.3 – CORRESPONDENCE – CERTs PRESS RELEASE

City Council reviewed a Press Release from the Clean Energy Resource Teams (CERTs) regarding the City of La Crescent receiving a grant for local energy project. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

Ellen Krenz from the La Crescent Chamber of Commerce gave the Chamber's 4th Quarter Lodging Tax Report.

There being no further business to come before the Council at this time, Member Williams made a motion, seconded by Member O'Donnell-Ebner, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, 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 6:20 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator