

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
JANUARY 28, 2019

Pursuant to due call and notice thereof, the second 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 28, 2019, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Cheryl Jostad, Brian Krenz, Teresa O'Donnell-Ebner, 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 for this regular meeting:

- 1.1 MINUTES – JANUARY 14, 2019
- 1.2 BILLS PAYABLE THROUGH JANUARY 24, 2019
- 1.3 CASH BALANCE ACTIVITY REPORT – DECEMBER 2018
- 1.4 LIBRARY REPORT – DECEMBER 2018

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

Cheryl Jostad	Yes
Brian Krenz	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 3.1 – WAGON WHEEL PROJECT REVIEW

City Administrator Waller reviewed with City Council information regarding the Wagon Wheel Improvement Project. The information was presented simply for the purpose of providing an overview. No action was taken.

ITEM 3.2 – LIMITED USE PERMIT - MnDOT

City Administrator Waller reviewed with City Council a Limited Use Permit with MnDOT for the third phase of the Wagon Wheel Improvement Project. The Minnesota Office of Management and Budget has approved the Limited Use Permit, with a few minor modifications. Upon the successful completion of the Limited Use Permit, the Office of Management and Budget will release the \$2.5 million of bonding funds to the Minnesota Department of Natural Resources. Once this occurs, the DNR will be able to process a grant agreement with the City so that the City can begin to access the funds. It was recommended to City Council to approve the Limited Use Permit with the few minor modifications identified by the Office of Management and Budget, and adopt the Resolution approving the Limited Use Permit, which was also reviewed by City Council. Following discussion, Member Williams made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE THE LIMITED USE PERMIT WITH MNDOT FOR THE THIRD PHASE OF THE WAGON WHEEL IMPROVEMENT PROJECT WITH MINOR MODIFICATIONS IDENTIFIED BY THE OFFICE OF MANAGEMENT AND BUDGET.

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

Cherryl Jostad	Yes
Brian Krenz	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 Williams then introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 01-19-02

A RESOLUTION APPROVING LIMITED USE PERMIT #2805-0050 WITH THE STATE OF MINNESOTA, ASSOCIATED WITH THE CITY OF LA CRESCENT'S THIRD PHASE OF THE WAGON WHEEL TRAIL PROJECT

IT IS RESOLVED by the City Council of the City of La Crescent that the City is authorized to:

Approve Limited Use Permit #2805-0050 with the State of Minnesota, associated with the City's Third Phase of the Wagon Wheel Trail Project to be constructed upon, along and adjacent to Trunk Highway No. 61 within the corporate City limits of La Crescent under State Project No's. 236-090-003 and 2805-74 (T.H. 61=003).

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 28th day of January, 2019.

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 voted in favor thereof, viz;

Cherryl Jostad	Yes
Brian Krenz	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 3.3 – ENGINEERING AGREEMENT – WAGON WHEEL PHASE 3

City Administrator Waller reviewed with City Council a professional services agreement with WHKS for the third phase of the Wagon Wheel Improvement Project. This will be one of the largest single projects that the City has ever undertaken. Based on this, it was not proposed for the City Council to take action on this item at this meeting. The Agreement was presented for consideration by the City Council at a future City Council meeting. All of the costs associated with the engineering and inspection services for the project will be paid through grant funds that the City has in place to offset the costs associated with the improvement project. City Attorney Wieser commented on the standard terms and conditions for public sector projects. This item was informational, and no action was taken.

ITEM 3.4 – PROJECT REVIEW/UPDATE

City Administrator Waller reviewed with City Council a memorandum from City Engineer Tim Hruska regarding the current engineering projects for the City. These projects include the following: Wagon Wheel Phase 2; Utility Extensions to Annexed Parcels; MS4 Permit; Street Inventory / 5-year CIP; Train Whistle; Boat/Kayak Launch Sites; Shore Acres Road Improvements; 2018 Street Project; Wagon Wheel Phase 3; County 6 Utility Extension; Veterans Park, Stormwater Review; South 7th Street Crossing; Horse Track Meadows; Sanitary Sewer Agreement; Radium Removal Plant; and Sidewalk Extension. This item was informational, and no action was taken.

ITEM 3.5 – 2018 BUDGET ADJUSTMENTS

City Council reviewed a Memorandum from City Finance Director, Debra Shimshak, which listed the recommended budget adjustments for the revenues and expenditures for 2018. The increase to any of the

department budgets does not necessarily indicate an overspending in that department, many have offsetting revenues. This year the revenues are anticipated to exceed expenditures by \$23,081. The memorandum listed an explanation for any significant adjustments. Also reviewed was a Resolution approving the adjustments. It was recommended to City Council to adopt the Resolution. Following discussion, Member Williams introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 01-19-03

**A RESOLUTION APPROVING CERTAIN ADJUSTMENTS TO THE
2018 GENERAL FUND BUDGET**

WHEREAS, the City Council has been presented with proposed expenditure and revenue adjustments to the 2018 General Fund Budget by the Finance Director, and

WHEREAS, the City Council deems it in the best interest of the City to approve these adjustments as presented.

NOW THEREFORE BE IT RESOLVED that the City Council hereby approves the budget adjustments for the revenues and expenditures for 2018 as presented by the City Finance Director and as attached to these Minutes and marked as Exhibit 3.4.

Adopted this 28th day of January, 2019.

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 voted in favor thereof, viz;

Cherryl Jostad	Yes
Brian Krenz	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 3.6 – MnDOT LANDSCAPE PARTNERSHIP RESOLUTION

City Administrator Waller reviewed with City Council a Resolution for the City to participate in the MnDOT Landscape Partnership Program. The Landscape Partnership Program is designed to provide technical and financial assistance to communities that are interested in landscaping state highway rights of way. The Program has the following goals: roadside beautification; community improvement; and environmental stewardship. To date, the City has completed 9 partnership projects, and has received approximately \$75,000 in grant funding for landscaping improvements in MnDOT's right of way. There is \$8,000 in funding available for a spring 2019 planting project. Also reviewed was a site plan that shows potential project sites. It was suggested to City Council that for 2019, the landscape partnership project be a prairie/wildflower planting in project area #1. It was recommended to City Council to adopt the Resolution. Following discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 01-19-04

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 the intersection of Trunk Highway No. 61-14-16, 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 28th day of January, 2019.

SIGNED:

Mayor

ATTEST:

City Administrator

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

Cherryl Jostad	Yes
Brian Krenz	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 3.7 – 2019 LICENSE RENEWALS

City Council reviewed an additional proposed license renewal for 2019. The application appears to be in order, and it was recommended to City Council to approve the license renewal application. Following discussion, Member Krenz made a motion, seconded by Member O’Donnell-Ebner, as follows:

MOTION TO APPROVE THE PRESENTED LICENSE RENEWAL FOR 2019 FOR THE FOLLOWING:

GAS INSTALLERS – HALEY COMFORT SYSTEMS.

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

Cherryl Jostad	Yes
Brian Krenz	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 6.1 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – PARK AND RECREATION MINUTES – JANUARY 22, 2019

City Council reviewed the Minutes from the January 22, 2019 La Crescent Park and Recreation Commission meeting. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

Brad Helstad from the La Crescent Chamber of Commerce updated City Council on the tour of Rushford Schools, the 2nd Annual Block Party which will be held June 22, and the Annual Meeting scheduled for February 23, 2019.

There being no further business to come before the Council at this time, Member O’Donnell-Ebner made a motion, seconded by Member Krenz, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Cherryl Jostad	Yes
Brian Krenz	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 5:55 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator