

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
JANUARY 8, 2018

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 8, 2018, 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, 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 – DECEMBER 18, 2017
- 1.2 BILLS PAYABLE THROUGH JANUARY 4, 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 Buehler, 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
Dale Williams	Yes
Mike Poellinger	Yes

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

**ITEM 3.1 – ANDREA GRUNWALD – GIRL SCOUT GOLD AWARD**

Andrea Grunwald was present to review her proposed project for her Girl Scout Gold Award to City Council. Her project is the renovation of Crescent Valley Park. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO APPROVE THE GIRL SCOUT GOLD AWARD PROJECT OF ANDREA GRUNWALD FOR THE RENOVATION OF CRESCENT VALLEY PARK AND AUTHORIZE PROCEEDING WITH THE 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
Dale Williams	Yes
Mike Poellinger	Yes

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

**ITEM 3.2 – 2017 BIKE SHOPPE REPORT**

Linda Larson and Cherryl Jostad from the La Crescent Community Bike Shoppe gave an overview of the 2017 Report and financials to City Council. Also present was volunteer, Red Haines, and Terry Haines. This item was informational and no action was taken.

**ITEM 3.3 – HEALTHY COMMUNITY PARTNERSHIP REQUEST**

Sandy Graves from the La Crescent Area Healthy Community Partnership (HCP) and volunteers, including Beth Thiede for the Food Share program, were present to review a January 2, 2018 correspondence to City Council regarding the La Crescent Food Share (aka Food Shelf) program becoming a partner program with the Healthy Community Partnership. The Food Shelf program currently works out of Prince of Peace Church. They reviewed the growth of the Food Shelf program and their need for expanded space, as well as HCP also in need of additional space now that they have 8 partner programs, with the largest being Neighbors in Action (NIA). NIA has been provided space from the La Crescent School District. The group approached City Administrator Waller for assistance in their search for space which eventually led to the possibility of leasing the City owned home at 333 Main Street, which is scheduled to be removed in 2019. HCP requested the use of the property at 333 Main Street until the time it is needed to be removed for future development. Following discussion, Member Williams made a motion, seconded by Member Buehler, as follows:

**MOTION TO AUTHORIZE THE CITY ATTORNEY TO PREPARE A LEASE AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND LA CRESCENT AREA HEALTHY COMMUNITY PARTNERSHIP TO LEASE THE PROPERTY AT 33 MAIN STREET WHICH PROVIDES FOR 90 DAY NOTICE AND TO AUTHORIZE APPROPRIATE SIGNATURES.**

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
Dale Williams	Yes
Mike Poellinger	Yes

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

### **ITEM 3.4 – DRESBACH TOWNSHIP**

City Council reviewed an agenda request form and cover letter from Dresbach Township requesting that they be allowed to connect to the City of La Crescent's sanitary sewer collection system without annexing to the City of La Crescent. Pat Burns, Dresbach Township Chairman, presented this request to City Council. Also in attendance was Kim Low, Township Clerk/Treasurer and Steve Hedberg. City Administrator Waller reviewed with City Council that a similar request was made to the La Crescent City Council in early 2010. The request in 2010 included both Dresbach Township and the City of Dakota. That request, along with the minutes from the February 8, 2010 City Council meeting, were also reviewed. This item was discussed again in 2013, however in 2013 the request was never formally presented to the City Council. The long standing City of La Crescent policy that requires annexation as a condition of receiving City services has served the City well for many years and there is no compelling reason for the City to deviate from this policy. In addition, the City has a limited amount of sanitary sewer capacity for future growth, and that capacity should be reserved for residents of the City of La Crescent. Finally, since the City of La Crescent no longer operates its own wastewater treatment facility, the City will need to insure that all requests for City service are treated uniformly, both now and in the future. The City Engineer and City Attorney are both in agreement with this recommendation. Following discussion by City Council, followed up by Steve Hedberg, and additional discussion, Member Krenz made a motion, seconded by Member Buehler, as follows:

**MOTION TO REAFFIRM THE FEBRUARY 8, 2018 MOTION OF CITY COUNCIL REGARDING CITY SERVICES ARE NOT PROVIDED TO AN AREA WITHOUT ANNEXATION AND THAT FURTHER DISCUSSION OF EXPANDING SANITARY SEWER SERVICE TO THE TOWNSHIP OF DRESBACH IS CONTINGENT UPON ENTERING INTO AN ORDERLY ANNEXATION AGREEMENT.**

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
Dale Williams	Yes
Mike Poellinger	Yes

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

### **ITEM 3.5 – ANNUAL APPOINTMENTS**

City Council took up discussion of the annual appointments for 2018, following which Member Hutchinson made a motion, seconded by Member Krenz, 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, all Members voted in favor thereof, viz;

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

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

Upon recommendation of Finance Director Debbie Shimshak, Member Buehler made a motion, seconded by Member Hutchinson, to approve the following motion:

**A MOTION DESIGNATING THE FOLLOWING DEPOSITORIES FOR ALL CITY BANKING FUNCTIONS AND INVESTMENTS:**

**All Banking Functions:**      **Wells Fargo**  
**Merchants Bank - La Crescent**  
**Home Federal Savings - La Crescent**  
**State Bank - La Crescent/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**

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
Dale Williams	Yes
Mike Poellinger	Yes

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

Regarding the Official Newspaper, Member Buehler made a motion, seconded by Member Krenz, 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;

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

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

Regarding Assistant Weed Inspector, Member Krenz made a motion, seconded by Member Williams, 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;

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

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

Member Hutchinson then introduced the following resolution and moved its passage and adoption:

**RESOLUTION NO. 01-18-01**

**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 8<sup>th</sup> day of January, 2018.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

The foregoing motion was duly seconded by Member Buehler 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
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 – ADVISORY COMMISSION APPOINTMENTS**

Mayor Poellinger reviewed with City Council the various City of La Crescent standing commission appointments for 2018 and recommended reappointing those that are expiring, following which Member Krenz made a motion, seconded by Member Buehler, as follows:

### **MOTION APPROVING THE FOLLOWING INDIVIDUALS TO CITY OF LA CRESCENT STANDING COMMISSIONS FOR 2018:**

#### **PLANNING COMMISSION**

- 1. Patti Dockendorff – 2020**
- 2. Jason Ludwigson – 2019**
- 3. Dave Hanifl – 2019**
- 4. Dick Wieser – 2018**
- 5. Donald Smith – April 30, 2018 – Effective May 1, 2018 – Anna Stoecklein - 2020**
- 6. Linda Larson – 2018**
- 7. Jerry Steffes – 2018**

#### **PARK AND RECREATION COMMISSION**

- 1. Jon Steffes – 2019**
- 2. Reid Smith – 2019**
- 3. Randy Dobbs – 2019**
- 4. Mike Limberg – 2020**
- 5. Sarah Wetterlin – 2020**
- 6. Diana Adamski – 2018**
- 7. Eileen Krenz -2018**

**GOLF COMMISSION**

- 1. Garry Hill – 2019
- 2. Ben Rudert – 2018
- 3. Mani Edpuganti – 2019
- 4. Larry Jankowski – 2020
- 5. Scott Yeiter - 2020

**HISTORIC BLUFF COUNTRY COMMISSION**

- 1. Eileen Krenz – 2018

**LIBRARY BOARD**

- 1. Dale Williams – 2018
- 2. Joy Rockwell – 2019
- 3. Lisa Docken – 2018
- 4. Sarah Riess – 2018
- 5. Logan Colby – 2019
- 6. Robin Yeshe – 2020
- 7. – 2018

**ECONOMIC DEVELOPMENT COMMISSION – Reappoint all members thru 2018**

- 1. Larry Stryker – 2018
- 2. Eileen Krenz – 2018
- 3. Steve Bissen – 2018
- 4. Troy Nolop – 2018
- 5. Travis Minegar – 2018
- 6. Al Voss – 2018
- 7. Brett Kemmer – 2018

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
Dale Williams	Yes
Mike Poellinger	Yes

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

**ITEM 3.7 – CITY COUNCIL APPOINTMENTS**

At the direction of the Mayor, the proposed Commission assignments for 2018 would remain the same. Following discussion, Member Williams will be on the Economic Development Commission and Member Krenz will be on the Library Board. Member Hutchinson then made a motion, seconded by Member Krenz, as follows:

**MOTION APPOINTING THE FOLLOWING INDIVIDUALS TO CITY COMMISSIONS FOR 2018 AS AMENDED ABOVE:**

<b>Planning Commission</b>	<b>Brian Krenz</b>
<b>Emergency Services Commission</b>	<b>Mike Poellinger</b>
<b>Library Board</b>	<b>Brian Krenz</b>
<b>Golf Commission</b>	<b>Brian Krenz</b>
<b>Park and Recreation Commission</b>	<b>Ryan Hutchinson</b>
<b>Personnel Committee</b>	<b>Bernie Buehler and Dale Williams</b>
<b>La Crescent Animal Rescue</b>	<b>Ryan Hutchinson</b>
<b>Fire Cooperative</b>	<b>Mike Poellinger and Bernie Buehler</b>
<b>Economic Development Commission</b>	<b>Dale Williams</b>

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
Dale Williams	Yes
Mike Poellinger	Yes

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

**ITEM 3.8 – REVIEW CITY COUNCIL RULES AND PROCEDURES and**  
**ITEM 3.9 – REVIEW CITY CODE OF CONDUCT**

City Attorney Wieser reviewed with City Council Resolution No. 2-12-03 which sets forth the groundwork for orderly and respectful communication and to promote efficient working of the public's interest at Council Meetings. City Attorney Wieser also reviewed with City Council the Code of Conduct which provides standards for conduct in City matters. These items are reviewed annually at the first meeting of the year. Following discussion, Member Williams made a motion, seconded by Member Buehler, as follows:

**MOTION TO APPROVE THE USE OF RESOLUTION NO. 2-12-03 AND THE CODE OF CONDUCT IN 2018 BY CITY COUNCIL.**

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
Dale Williams	Yes
Mike Poellinger	Yes

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

**ITEM 3.10 – 2018 MTU SERVICE AGREEMENT/VEHICLE LEASE**

City Administrator Waller reviewed with City Council the 2018 MTU Operations Agreement and Vehicle Lease between the City of La Crescent and La Crosse for the operation of the City's public transit service. It



was recommended to City Council to approve the Operations Agreement and Vehicle Lease, and authorize the required signatures. Following discussion, Member Williams made a motion, seconded by Member Krenz, as follows:

**MOTION TO APPROVE THE 2018 OPERATIONS AGREEMENT BETWEEN THE CITY OF LA CROSSE AND THE CITY OF LA CRESCENT, MINNESOTA PERTAINING TO PUBLIC TRANSPORTATION BY BUS AND THE 2018 VEHICLE LEASE AND TO AUTHORIZE REQUIRED SIGNATURES.**

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
Dale Williams	Yes
Mike Poellinger	Yes

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

**ITEM 3.11 – PERSONNEL COMMITTEE RECOMMENDATIONS**

City Administrator Waller gave an overview to City Council regarding the following recommendations from the Personnel Committee:

1. Approve the hiring of Chris Oliver as a Utility Maintenance Worker #1. Pursuant to the terms of the AFSCME union contract, Mr. Oliver would serve a 6 month probationary period. Mr. Oliver would start at Step 1 in the salary schedule for the Utility Maintenance Worker #1 position.
2. Accept Tim Moore's resignation as a Captain in the Fire Department, and authorize that the position of Captain be posted within the department. Mr. Moore will continue to serve in the capacity of Firefighter. A hiring recommendation will be presented at a future City Council meeting.

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

**MOTION TO APPROVE THE HIRING OF CHRIS OLIVER AS A UTILITY MAINTENANCE WORKER #1 WITH A 6 MONTH PROBATIONARY PERIOD, PURSUANT TO THE TERMS OF THE AFSCME UNION CONTRACT, AND WILL START AT STEP 1 IN THE SALARY SCHEDULE FOR THE UTILITY MAINTENANCE WORKER #1 POSITION.**

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

Bernie Buehler	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

Member Ryan Hutchinson abstained from voting. The motion was declared duly carried by a 4-0 vote.

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

**MOTION TO ACCEPT TIM MOORE'S RESIGNATION AS A CAPTAIN IN THE FIRE DEPARTMENT WITH MR. MOORE CONTINUING TO SERVE IN THE CAPACITY OF FIREFIGHTER, AND TO AUTHORIZE THAT THE POSITION OF CAPTAIN BE POSTED WITHIN THE DEPARTMENT WITH A HIRING RECOMMENDATION TO BE PRESENTED AT A FUTURE 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
Dale Williams	Yes
Mike Poellinger	Yes

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

### **ITEM 3.12 – 2018 LICENSE RENEWALS**

City Council reviewed two additional proposed license renewals for 2018. The applications appear to be in order and it was recommended to City Council to approve the license renewal applications. Following discussion, Member Krenz made a motion, seconded by Hutchinson, as follows:

**MOTION TO APPROVE THE PRESENTED LIST OF LICENSE RENEWALS FOR 2018 FOR THE FOLLOWING:**

**GAS INSTALLERS – CARY HEATING & AIR CONDITIONING.**

**SOLID WASTE – HILLTOPPER REFUSE & RECYCLING.**

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
Dale Williams	Yes
Mike Poellinger	Yes

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

### **ITEM 3.13 – CHAMBER OF COMMERCE REQUEST**

City Council reviewed a request from the La Crescent Chamber of Commerce to the City for financial assistance with tourism postage. This is similar to the requests that the City Council approved in previous

years. There are funds in the discretionary portion of the City Council general fund budget for this expenditure. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO AMEND THE 2018 GENERAL FUND BUDGET AND TO UTILIZE DISCRETIONARY FUNDS IN THE CITY COUNCIL PORTION OF THE BUDGET FOR DUES AND SUBSCRIPTIONS FOR THE CONTRIBUTION OF \$1,500.00 TO THE LA CRESCENT CHAMBER OF COMMERCE AS REIMBURSEMENT FOR A PORTION OF THE FUNDS THE CHAMBER HAS SPENT ON TOURISM POSTAGE FOR THE CITY OF LA CRESCENT IN 2017.**

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Dale Williams	Yes
Mike Poellinger	Yes

Member Brian Krenz abstained from voting. The motion was declared duly carried by a 4-0 vote.

**ITEM 3.14 – SOLID WASTE CONTRACT**

City Attorney Wieser reviewed with City Council the contract between the City of La Crescent and Hilltopper Refuse regarding solid waste services within the City of La Crescent. Pursuant to the contract, Hilltopper provides weekly recycling pickup and weekly bag pickup within the City. The contract is set to expire at the end of this year. At this time, the City Administrator and City Attorney are seeking authorization to negotiate an extension of this contract and would bring forth a proposal for Council’s consideration at a future City Council meeting. Following discussion, Member Williams made a motion, seconded by Member Krenz, as follows:

**MOTION TO AUTHORIZE THE CITY ADMINISTRATOR AND CITY ATTORNEY TO NEGOTIATE AN EXTENSION OF THE CONTRACT WITH HILLTOPPER REFUSE AND BRING BACK TO CITY COUNCIL AT A FUTURE 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
Dale Williams	Yes
Mike Poellinger	Yes

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

**ITEM 3.15 – AUTHORIZE EXPENDITURE**

City Administrator Waller reviewed with City Council a recommendation from Golf Course Superintendent Roy Lemke regarding the purchase of a used fairway mower. The 2017 capital equipment certificate includes

\$29,500.00 for the purchase of a used fairway mower. It was recommended to City Council to approve the purchase of a 2013 Toro RM 5410-D 4 wheel drive fairway mower for \$24,500.00 from MTI Distributing. It was also recommended to City Council to approve the sale of the 1989 Toro 450 D mower and the 1990 Toro 335 D mower on the State of Minnesota's web site. Following discussion, Member Krenz made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO APPROVE THE PURCHASE OF A 2013 TORO RM 5410-D 4 WHEEL DRIVE FAIRWAY MOWER FOR \$24,500.00 FROM MTI DISTRIBUTING WITH FUNDS TO COME FROM THE 2017 CAPITAL EQUIPMENT CERTIFICATE.**

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
Dale Williams	Yes
Mike Poellinger	Yes

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

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

**MOTION TO APPROVE THE SALE OF THE 1989 TORO 450 D MOWER AND THE 1990 TORO 335 D MOWER ON THE STATE OF MINNESOTA'S WEB SITE.**

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
Dale Williams	Yes
Mike Poellinger	Yes

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

**ITEM 3.16 – BOARD OF APPEAL TRAINING**

City Administrator Waller reviewed with City Council that in order for the City Council to continue to function as the Board of Appeal and Equalization at the meeting that is conducted in April of each year, at least one member of the City Council is required to have completed a Department of Revenue training course in the last four years. Three members of the City Council had previously completed this requirement; however the training expired in 2017. In the past Houston County sponsored a training session which members of the City Council attended on a regular basis. Houston County will not be offering the training in 2018. By February 1, 2018, at least one member of the City Council must complete the Board of Appeal and Equalization training online. It was recommended that each member of the City Council complete the online training. This item was informational and no action taken.

**ITEM 3.17 – 2017 BUDGET ADJUSTMENTS**

City Administrator Waller reviewed with City Council a list of suggested budget adjustments for the revenues and expenditures for 2017. The increase to any of the department budgets does not necessarily indicate an overspending in that department, many have offsetting revenues. It was noted that this year revenues are anticipated to exceed expenditures by \$11,809.00. City Council reviewed a memo from City Finance Director explaining any significant adjustments. Following discussion, Member Buehler introduced the following resolution and moved its passage and adoption:

**RESOLUTION NO. 01-18-02**

**A RESOLUTION APPROVING CERTAIN ADJUSTMENTS TO THE  
2017 GENERAL FUND BUDGET**

WHEREAS, the City Council has been presented with proposed expenditure and revenue adjustments to the 2017 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 2017 as presented by the City Finance Director and as attached to these Minutes and marked as Exhibit 3.17.

Adopted this 8<sup>th</sup> day of January, 2018.

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;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	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 6.1 – STAFF CORRESPONDENCES/COMMITTEE UPDATES – LIBRARY BOARD MINUTES – OCTOBER 10, 2017**

City Council reviewed the Minutes from the October 10, 2017 La Crescent Library Board meeting. No action taken.

**ITEM 8 – CHAMBER OF COMMERCE**

Eileen Krenz of the La Crescent Chamber reported on the Lions/Rotary Super Event and thanked the City of Council for postage funds.

There being no further business to come before the Council at this time, Member Krenz made a motion, seconded by Member Hutchinson, 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
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 7:05 PM.

APPROVAL DATE: \_\_\_\_\_

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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