

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
OCTOBER 9, 2023

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of October was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, October 9th, 2023.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Cherryl Jostad, Dale Williams, and Mayor Mike Poellinger. Members absent: Ryan Hutchinson and Teresa O'Donnell-Ebner. Also present were City Engineer Tim Hruska, La Crescent Police Chief Luke Ahlschlager, Library Director Jess Witkins, City Attorney Skip Wieser, City Administrator Bill Waller, Public Works Director Tyler Benish, and Deputy Clerk 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 – SEPTEMBER 25, 2023
- 1.2 BILLS PAYABLE THROUGH – OCTOBER 6, 2023
- 1.3

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 Williams made a motion, seconded by Member Jostad, 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 voted in favor thereof, viz;

Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.1 – PROCLAMATION – FRIENDS OF LIBRARIES WEEK

Library Director Jess Witkins reviewed with City Council the variety of work that the Friends of the Library volunteers provided throughout the year and requested City Council to proclaim October 15-21, 2023 as Friends of the Libraries Week in La Crescent. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO PROCLAIM OCTOBER 15-21, 2023 AS FRIENDS OF THE LIBRARIES WEEK IN 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
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.2 – CITY WIDE SPEED LIMIT REDUCTION

La Crescent resident, Curt Murray was in attendance and addressed City Council regarding the city-wide speed limit reduction.

City Engineer Tim Hruska and Police Chief Luke Ahlschlager reviewed with City Council a proposal to reduce the city’s speed limit from 30 MPH to 25 MPH. This was informational only and will be brought back to a future City Council meeting.

ITEM 3.3 – SCHOOL ZONE SPEED LIMIT

City Engineer Tim Hruska and Police Chief Luke Ahlschlager reviewed with City Council a proposal to reduce the school zone speed limit by 15 MPH when children are present. This was informational only and will be brought back to a future City Council meeting.

ITEM 3.4 – ENGINEERING AGREEMENT – CRESCENT HILLS SANITARY SEWER

City Attorney Wieser reviewed with City Council a Professional Services Agreement with WHKS to prepare a feasibility study with regard to the extension of sanitary sewer to Crescent Hills as well as authorize Attorney Wieser to draft a City Septic System Ordinance. This is in relation to the annexation request that the City received from five property owners on Crescent Hills. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND WHKS & CO., TO PERFORM A FEASIBILITY STUDY FOR OPTIONS TO SERVE CRESCENT HILLS WITH SANITARY SEWER.

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

Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

It was also the consensus of City Council that Attorney Wieser move forward with drafting a City Septic System Ordinance and bring back to a future Council Meeting.

ITEM 3.5 – ENGINEERING AGREEMENT – SOUTH 5TH STREET PROJECT

La Crescent resident Cathy Klug was in attendance and addressed City Council regarding the South 5th Street project.

City Engineer Tim Hruska reviewed with City Council for approval a Professional Services Agreement between the City of La Crescent and WHKS & Co., to prepare plans and specifications for the South 5th Street Reconstruction Project. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND WHKS & CO., TO PREPARE PLANS AND SPECIFICATIONS FOR THE SOUTH 5TH STREET RECONSTRUCTION PROJECT.

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

Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.6 – RESOLUTION – MUNICIPAL STATE AID SYSTEM

City Council reviewed for approval a Resolution establishing Municipal State Aid Street Designations. Following review and discussion, Member Jostad introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 10-23-38

RESOLUTION ESTABLISHING MUNICIPAL STATE AID STREET DESIGNATIONS

WHEREAS, it appears to the City Council of the City of La Crescent that the streets hereinafter described should be designated as Municipal State Aid streets under the provisions of Minnesota Laws;

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

1. That the streets described as follows to-wit:
 - a. South Hill Street from South 4th Street to South 5th Street and
 - b. South 5th Street from South Hill Street to South Elm Streetbe hereby established, located, and designated as municipal State Aid streets of the City of La Crescent, subject to the approval of the Commissioner of Transportation of the State of Minnesota.

BE IT FURTHER RESOLVED that the City Administrator is hereby authorized and directed to forward two (2) certified copies of this resolution to the Commissioner of Transportation for this consideration and that upon the Commissioner’s approval of the revocations of said streets or portion thereof, that same be revoked as Municipal State Aid Streets and that upon the Commissioner’s approval of the designation of said streets or portions thereof, that same be constructed, improved and maintained as a Municipal State Aid Streets of the City of La Crescent, to be numbered and known as a municipal State Aid Street.

ADOPTED this 9th day of October 2023.

SIGNED:

Mayor

ATTEST:

City Administrator

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

Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.7 – SPORTSMANS LANDING ROAD – FINAL PAYMENT

City Council reviewed for approval the final payment of \$4,301.56 to Mathiowetz Construction for the Sportsman/DNR Landing Road Project. It was recommended that the City Council accept the project, and authorize the final payment. This will start the two-year maintenance bond on the project. A letter from the City Engineer regarding the recommendation was also included. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE FINAL PAYMENT OF \$4,301.56 TO MATHIOWETZ CONSTRUCTION FOR THE SPORTSMAN/DNR LANDING ROAD PROJECT.

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

Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.8 – ENGINEERING PROJECT REVIEW

City Engineer Tim Hruska gave City Council an update on current engineering projects taking place in the city. This was informational only, no action required.

ITEM 3.9 – RESOLUTION – CALL FOR PUBLIC HEARING TO AMEND FIVE-YEAR CAPITAL IMPROVEMENT PLAN

City Council reviewed a Resolution calling for a public hearing on the intention to issue general obligation capital improvement plan bonds and the proposal to adopt an amended and restated capital improvement

plan. Following review and discussion, Member Williams introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 10-23-39

RESOLUTION CALLING PUBLIC HEARING ON THE INTENTION TO ISSUE GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS AND THE PROPOSAL TO ADOPT AN AMENDED AND RESTATED CAPITAL IMPROVEMENT PLAN THEREFOR

WHEREAS, pursuant to Minnesota Statutes, Section 475.521 the City of La Crescent, Minnesota (the "City") may issue bonds to finance capital expenditures under its amended and restated capital improvement plan (the "Plan") without an election provided that, among other things, prior to issuing general obligation capital improvement plan bonds (the "Bonds") the City adopts the Plan after holding a public hearing thereon and publishing a notice of its intention to issue the Bonds and the date and time of a hearing to obtain public comment on the issuance of the Bonds and adoption of the Plan; and

WHEREAS, the City Council will hold a public hearing on November 13, 2023, at 5:00 P.M. on its intention to issue the Bonds and to adopt the Plan; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of La Crescent, Minnesota, that the City Council hereby calls for a public hearing on its intent to issue the Bonds and to adopt the Plan, the public hearing to be held on the date and time set forth in Exhibit A attached hereto. The City Council is hereby directed to cause the notice of public hearing to be published at least 14 but not more than 28 days before the date of the public hearing in the official newspaper of the City or a newspaper of general circulation in the City.

ADOPTED this 9th day of October, 2023.

SIGNED:

Mayor

ATTEST:

City Administrator

EXHIBIT A

CITY OF LA CRESCENT, MINNESOTA

NOTICE OF PUBLIC HEARING ON INTENTION TO ISSUE
GENERAL OBLIGATION CAPITAL IMPROVEMENT PLAN BONDS
AND THE PROPOSAL TO ADOPT AN AMENDED AND RESTATED CAPITAL IMPROVEMENT
PLAN THEREFOR

NOTICE IS HEREBY GIVEN, that the City Council of the City of La Crescent, Minnesota (the "City") will meet at the La Crescent Community Building, 336 South 1st Street, La Crescent, Minnesota, at 5:00 P.M. on Monday, November 13, 2023, for the purpose of conducting a public hearing on (a) the intention to issue general obligation capital improvement plan bonds in an amount not to exceed \$525,000 and (b) the proposal to adopt a capital improvement plan therefor. The proceeds of the bonds will be used to finance the acquisition or betterment to public lands, buildings, or other improvements used as a city hall, town hall, library, public safety, or public works facility for the City pursuant to Minnesota Statutes, Section 475.521.

All interested persons may appear and be heard at the time and place set forth above.

If a petition requesting a vote on the issuance of the bonds is signed by voters equal to five percent of the votes cast in the City in the last general election and is filed with the City within thirty days after the public hearing, the bonds may only be issued upon obtaining the approval of the majority of the voters voting on the question of issuing the bonds.

BY ORDER OF THE CITY COUNCIL OF THE CITY
OF LA CRESCENT, MINNESOTA

/s/ Bill Waller, City Administrator

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

Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.10 – PERSONNEL COMMITTEE RECOMMENDATIONS

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

1. On September 23, 2019 the City Council approved a one-year waiver to the response time requirements included in the Rules and Regulations of the Fire Department for Fire Chief Tom Paulson. In granting the waiver, the City Council made the finding of fact that no undue hardship or hazard would result to citizens served by the Fire Department. The waiver was reviewed and granted in 2020, 2021, 2022, and 2023. The Personnel Committee is again recommending that the City Council approve the one-year waiver which would run through October 31, 2024, with the same finding of fact as was included in each of the previous motions regarding this recommendation. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE A ONE-YEAR WAIVER WHICH WOULD RUN THROUGH OCTOBER 31, 2024 TO THE RESPONSE TIME REQUIREMENTS INCLUDED IN THE RULES AND REGULATIONS OF THE FIRE DEPARTMENT FOR FIRE CHIEF TOM PAULSON, AND IN SO GRANTING THE WAIVER FINDING THAT NO UNDUE HARDSHIP OR HAZARD WOULD RESULT TO CITIZENS SERVED BY THE FIRE DEPARTMENT.

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

Cherryl Jostad	Yes
Dale Williams	Yes

and Mayor Poellinger abstained. The motion was declared duly carried by a 2-0 vote.

2. That the City Council authorize the Fire Department to advertise the position of Firefighter with a hiring recommendation being presented at a future City Council meeting. A letter from the Fire Chief regarding the recommendation was included. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO AUTHORIZE THE FIRE DEPARTMENT TO ADVERTISE THE POSITION OF FIREFIGHTER WITH A HIRING RECOMMENDATION BEING PRESENTED AT A FUTURE CITY COUNCIL MEETING.

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

Cherryl Jostad	Yes
Dale Williams	Yes

Mike Poellinger Yes

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

3. That the City Council approve the \$50 per month cell phone allowance for Chris Oliver and Jevin Dorschner, employees in the City’s Utility/Maintenance Department effective October 1, 2023. A letter from the Public Works Director regarding this recommendation was included. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE \$50 PER MONTH CELL PHONE ALLOWANCE FOR CHRIS OLIVER AND JEVIN DORSCHNER, EMPLOYEES OF THE CITY’S UTILITY/MAINTENANCE DEPARTMENT EFFECTIVE OCTOBER 1, 2023.

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

Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.11 – MTU 2024 SERVICE AGREEMENT

City Administrator Bill Waller reviewed with City Council the 2024 Transit Operating Agreement with the La Crosse MTU for the operation of the local Apple Express bus service. The City contribution to the bus service will be reduced from \$64,393 in 2023 to \$16,197 in 2024. This is due to the State of Minnesota increasing the State's share of the transit service cost in 2024. In 2023, the City received a total of \$224,329 in State and Federal funding to provide the Apple Express bus service. In 2024, the City will receive \$307,739 in State and Federal funding to provide the bus service. This figure, when combined with an increase in the annual cost, and a decrease in the revenue, will result in the City’s contribution to the Apple Express bus service being reduced by \$48,196. An adjustment to the proposed 2024 general fund budget will be made to reflect this change. In order to continue to provide the bus service, it was recommended that City Council approve the 2024 operating agreement and authorize the required signatures. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE 2024 MTU TRANSIT OPERATING AGREEMENT AND AUTHORIZE THE REQUIRED SIGNATURES.

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

Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.12 MTU VEHICLE LEASE

City Administrator Bill Waller reviewed the 2024 motor vehicle lease with the La Crosse MTU. The City of La Crescent owns the bus that is used in the operation of the local Apple Express bus service and leases the bus to the La Crosse MTU. The new Apple Express bus was delivered to the La Crosse MTU. The MTU is in the process of preparing an amended lease for 2024 which will be presented at a future City Council meeting. A graphic of the new bus was included. In order to continue to provide the bus service, it was recommended that the City Council approve the 2024 motor vehicle lease and authorize the required signatures. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE 2024 MOTOR VEHICLE LEASE WITH THE LA CROSSE MTU AND AUTHORIZE THE REQUIRED SIGNATURES.

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

Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

- 6.1 City Council reviewed the La Crescent Fire Department Open House information.
- 6.2 City Council reviewed the Park and Recreation Commission 9/20/2023 meeting minutes.

8. HOUSTON COUNTY

Houston County Commissioner Dewey Severson was in attendance and provided City Council with an update.

There being no further business to come before the Council at this time, Member Williams made a motion,

seconded by Member Jostad 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;

Cherryl Jostad	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 6:02 P.M.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator