

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
OCTOBER 23, 2023

Pursuant to due call and notice thereof, the second 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 23rd, 2023.

Upon a roll call taken and tallied by the City Administrator, 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 Attorney Skip Wieser, City Administrator Bill Waller, Public Works Director Tyler Benish, Sustainability Coordinator Jason Ludwigson, 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 – OCTOBER 9, 2023
- 1.2 BILLS PAYABLE THROUGH – OCTOBER 20, 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 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 Administrator, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cheryl 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 3.1 – LA CRESCENT ANIMAL RESCUE

Mayor Poellinger reviewed with City Council continuing negotiations for an agreement with the La Crescent Animal Rescue. It was recommended that City Council appoint City Council member Teresa O’Donnell-Ebner to participate in the negotiations. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

MOTION TO APPOINT CITY COUNCIL MEMBER TERESA O’DONNELL-EBNER TO PARTICIPATE IN NEGOTIATIONS BETWEEN THE CITY AND LA CRESCENT ANIMAL RESCUE.

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 3.2 – WINLAC RAIN GARDEN PROJECT GRANT AWARD

City Council member O’Donnell-Ebner reviewed with City Council for approval an agreement with the Root River SWCD for the installation of a rain garden at the intersection of McIntosh and Eagles Bluff Road for \$18,114.30, for which the City would be reimbursed. The funds are part of the WinLac One Watershed, One Plan that has allocated money for urban stormwater practices. La Crescent is required to contribute a 10% match of \$2,012.70. The match would consist of a curb cut along Eagles Bluff Road and in-kind disposal/reuse of the soil from the rain garden. The 2024 general fund draft will be amended to include the 10% match. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Hutchinson as follows:

MOTION TO APPROVE THE AGREEMENT WITH ROOT RIVER SWCD FOR THE INSTALLATION OF A RAIN GARDEN AT THE INTERSECTION OF MCINTOSH AND EAGLES BLUFF ROAD IN THE AMOUNT OF \$18,114.30 FOR WHICH THE CITY WILL BE REIMBURSED ALONG WITH A 10% REQUIRED MATCH FROM THE CITY OF LA CRESCENT WHICH WILL CONSIST OF CURB CUT ALONG EAGLES BLUFF ROAD AND IN-KIND DISPOSAL/REUSE OF THE SOIL FROM THE RAIN GARDEN.

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 3.3 – RELEAF COMMUNITY FORESTRY GRANT AWARD

City Administrator Bill Waller reviewed with City Council that the Minnesota DNR awarded the city a ReLeaf Community Forestry Grant. The grant funds the purchase of 325 bare-root trees over the next three years. The trees will be planted in city parks, the golf course, and other locations in the city to diversify the tree canopy. The grant is for approximately \$34,484. No funds from the city are required, but the city will lead the planting of the trees over the next three years as an in-kind donation for the grant. It was recommended that City Council approve the grant. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE MINNESOTA DNR RELEAF COMMUNITY FORESTRY GRANT IN THE AMOUNT OF \$34,484 FOR THE PURCHASE OF 325 BARE-ROOT TREES OVER THE NEXT THREE YEARS WITH THE CITY LEADING THE PLANTINGS AS AN IN-KIND DONATION FOR THE GRANT.

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 3.4 – SOURCE WATER PROTECTION IMPLEMENTATION GRANT AWARD

City Administrator Bill Waller reviewed with City Council for approval the Source Water Protection Implementation Grant that the Minnesota Department of Health awarded the City for \$7,000. The grant funds the design and installation of four to six large murals painted in the highly sensitive DWISMA around well #3 in La Crescent, located in Veterans Park. The city requires no match. This grant builds upon the city’s efforts to extend public outreach and education on stormwater pollution prevention. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Hutchinson as follows:

MOTION TO APPROVE THE SOURCE WATER PROTECTION IMPLEMENTATION GRANT AWARDED FROM THE MINNESOTA DEPARTMENT OF HEALTH TO THE CITY IN THE AMOUNT OF \$7,000 FOR THE DESIGN AND INSTALLATION OF FOUR TO SIX LARGE MURALS TO BE PAINTED IN THE HIGHLY SENSITIVE DWISMA AROUND WELL #3 LOCATED IN VETERANS PARK, WHICH BUILDS UPON THE CITY’S EFFORTS TO EXTEND PUBLIC OUTREACH AND EDUCATION ON STORMWATER POLLUTION PREVENTION.

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 3.5 – CONTRACT FOR DEED – VSC CORPORATION

City Attorney Skip Wieser reviewed with City Council the contract for deed for the property at 322 South 1st Street, which the City purchased in 2021 with a 3.75% interest. The current monthly payment is \$2,471.03, with the last payment due in February of 2026. The monthly payment to VSC was included in the 2023 general fund budget and therefore has been removed from the proposed 2024 general fund budget. It was recommended that City Council approve prepaying the contract for deed utilizing funds from the 2022 capital improvement bond issue with \$65,807.18 paid to VSC and \$455.50 to Houston County for deed tax along with the authorization for the City Attorney and City Administrator to sign any necessary documents. Following discussion, Member Hutchinson made a motion, seconded by Member O’Donnell-Ebner as follows:

MOTION TO APPROVE PREPAYING THE CONTRACT FOR DEED FOR THE CITY-OWNED PROPERTY AT 322 SOUTH 1ST STREET UTILIZING THE 2022 CAPITAL IMPROVEMENT BOND ISSUE WITH \$65,807.18 PAID TO VSC AND \$455.50 TO HOUSTON COUNTY FOR DEED TAX AND AUTHORIZING THE CITY ATTORNEY AND CITY ADMINISTRATOR TO SIGN ANY NECESSARY DOCUMENTS.

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 3.6 – REVIEW DRAFT – HORSE TRACK MEADOWS NORTH REQUEST FOR PROPOSALS

City Attorney Skip Wieser reviewed with City Council a draft Request for Proposals (RFP) for the sale of the City's Horse Track Meadows North Development. This item was informational only, no action taken.

ITEM 3.7 – CANADIAN PACIFIC HOLIDAY TRAIN

City Council reviewed a letter from Police Chief Luke Ahlschlager regarding the CP Holiday Train stop in La Crescent on Friday, December 8th, 2023 from 8:00 pm – 9:00 pm. Chief Ahlschlager is requesting approval from Council for assistance from the La Crescent Police Department for security and organization and Maintenance staff to equip the event area with the necessary crowd control measures, crowd protections, vehicle parking assistance, and waste disposal and clean-up during and after the event. The designated event area will be at the City Door Parking Lot. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE LA CRESCENT POLICE DEPARTMENT AND MAINTENANCE DEPARTMENT TO ASSIST WITH EVENT CONTROL DURING THE HOLIDAY TRAIN VISIT ON DECEMBER 8TH, 2023 TAKING PLACE FROM 8:00 PM TO 9:00 PM AT THE CITY DOOR PARKING LOT.

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 3.8 – NORTH 3RD STREET – WINTER PARKING RESTRICTIONS

Public Works Director Tyler Benish reviewed with City Council for approval an Ordinance restricting parking on the south and east sides of North 3rd Street from Elm Street to North 4th Street annually from November 1st to April 1st to allow for maintenance of the narrow street during the winter months. Following discussion, Member Hutchinson introduced the following ordinance and moved its passage for adoption:

ORDINANCE NO. 576

**AN ORDINANCE OF THE CITY OF LA CRESCENT REGULATING
PARKING ON N 3RD STREET**

The City Council of the City of La Crescent, Houston County, Minnesota, hereby
Ordains:

SECTION I. There shall be no parking on the south side of N 3rd Street, from November 1 to April 1, from its intersection with Elm Street easterly to its intersection with N 4th Street; as shown on the attached Map.

SECTION II. Any person, firm or corporation that violates this Ordinance shall upon conviction be guilty of a petty misdemeanor. The penalty which may be imposed under this section shall be a \$300.00 fine.

SECTION III. These provisions shall become effective from and after due passage and enactment and publication, according to law.

PASSED AND ENACTED this 23rd day of October, 2023.

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, 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.

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

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 576 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, 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.

ITEM 3.9 – PERSONNEL COMMITTEE RECOMMENDATION

City Administrator Bill Waller reviewed with City Council for approval the following Personnel Committee Recommendations:

1. On October 30, 2023, Kara Tarrence will have completed her first year of employment as the City's Finance Director. Based on her performance it is recommended that effective October 30, 2023,

Ms. Tarrence be moved from step 2 to step 3 in the Finance Director’s salary schedule. Following discussion, Member Williams made a motion, seconded by Member O’Donnell-Ebner as follows:

MOTION TO MOVE KARA TARRENCE FROM STEP 2 TO STEP 3 IN THE FINANCE DIRECTOR’S SALARY SCHEDULE EFFECTIVE OCTOBER 30, 2023.

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.

2. This recommendation was removed prior to the meeting, no action required.

ITEM 3.10 – 2024 GENERAL FUND BUDGET REVIEW

City Administrator Bill Waller reviewed the proposed 2024 general fund budget/levy with City Council. The council was given the opportunity to ask questions regarding the budget/levy.

At this time City Council moved to Item 3.13 on the agenda to allow time for the Community Development Coordinator to join the meeting via Zoom.

ITEM 3.13 – DONATION RESOLUTION

City Council reviewed a Resolution regarding the acceptance of donations to the City for the month of October. Following review and discussion, Member Jostad introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 10-23-45

RESOLUTION ACCEPTING DONATIONS MADE TO THE CITY OF LA CRESCENT IN OCTOBER, 2023

WHEREAS, the following donations were made to the City of La Crescent in the month of October 2023:

1. Altra Federal Credit Union wishes to donate \$250.00 to the La Crescent Kayak Launch/Fishing Dock Project.
2. La Crescent Merchants Bank wishes to donate \$100.00 to the La Crescent Kayak/Fishing Dock Project.
3. Adam and Tiffany Kimball wish to donate \$250.00 to the La Crescent Police Department/Neighbor's Night Out.
4. La Crescent Community Garden wishes to donate \$100.00 to the La Crescent Fire Department.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donations stated above.

ADOPTED this 23rd day of October 2023.

SIGNED:

Mayor

ATTEST:

Deputy Clerk

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;

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 3.14 – CARBON REDUCTION PROGRAM GRANT - RESOLUTION

City Sustainability Coordinator Jason Ludwigson reviewed with City Council for approval a Resolution for Carbon Reduction Funds awarded to the City in the amount of \$12,000 through the La Crosse Metropolitan Planning Organization and MnDOT for 2023 and 2024. The CRP funds require a 20% match. The funds

will be provided to the city for four years (2023-2026). Funds are likely for 2027, but not guaranteed. The City is proposing to use those funds to add a Tesla Model Y electric police cruiser and can only use the funds to lease the electric police cruiser. The lease would be with NCL Government Capital. The Master Lease Agreement would provide the City the option to purchase the vehicle for \$1.00 at the end of the four-year lease term. The local match would be built into future general fund budgets. The cost to equip the new police cruiser will come from the public safety aid that the city will be receiving in 2024. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE RESOLUTION FOR CARBON REDUCTION FUNDS AWARDED TO THE CITY OF LA CRESCENT IN THE AMOUNT OF \$12,000 THROUGH THE LA CROSSE METROPOLITAN PLANNING ORGANIZATION AND MNDOT FOR 2023 AND 2024 CONTINGENT ON FURTHER REVIEW TO MAKE SURE THE OPTION FOR THE CITY TO PURCHASE THE VEHICLE AT THE END OF THE LEASE IS \$1.00.

Following further discussion, Member Hutchinson and Member O'Donnell-Ebner withdrew the motion with the Resolution being brought back to the November 13th Council Meeting.

At this time City Council resumed with Item 3.11.

ITEM 3.11 – RESOLUTIONS – 2024 GRANT APPLICATIONS

City Council reviewed for approval a Resolution Authorizing Submittal of and Sponsorship of a Minnesota Department of Transportation Active Transportation Program Infrastructure Grant Application for the City of La Crescent. Following review and discussion, Member O'Donnell-Ebner introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 10-23-40

A RESOLUTION AUTHORIZING SUBMITTAL OF AND SPONSORSHIP OF A MINNESOTA DEPARTMENT OF TRANSPORTATION ACTIVE TRANSPORTATION PROGRAM INFRASTRUCTURE GRANT APPLICATION FOR THE CITY OF LA CRESCENT, MN

WHEREAS, the Minnesota Department of Transportation has \$13.2 million dollars available in Active Transportation funding available statewide, with a minimum of \$50,000 and cap of \$1,000,000 for each project; and

WHEREAS, the City of La Crescent adopted a bicycle and pedestrian plan in 2017 and identified projects for implementation which included a bicycle and pedestrian project on the north side of South 6th Street from Elm Street to the aquatic center and from the aquatic center to South 7th Street; and

WHEREAS, the City of La Crescent is a state aid city and is the sponsor of this requested active transportation infrastructure project; and

WHEREAS, the active transportation infrastructure project borders Elm Street which is also County Trunk Highway 6 and the city has coordinated with the Houston County Highway Engineer and the Houston County Board of Supervisors has passed a resolution in support of this project; and

WHEREAS, the City's project was deemed eligible for funding in 2022 and the City applied for Active Transportation Infrastructure funding in 2022 however, the City was unsuccessful in receiving funding as funds were limited, and therefore the city is resubmitting the project for 2024 funding and construction; and

WHEREAS, the City of La Crescent fully understands that it is responsible for all costs not covered by Active Transportation funding including but not limited to consultant engineering, right-of-way acquisition, construction administration and inspection, utility construction, as well as construction costs above the Active Transportation grant award; and

WHEREAS, the City of La Crescent agrees to maintain such improvements for the lifetime of the improvements; and

WHEREAS, the city desires to proactively implement the adopted bicycle and pedestrian plan to improve bicyclist and pedestrian safety, improve accessibility for all user groups, improve community connectedness, especially for vulnerable users and underserved members of the community.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of La Crescent authorizes the submittal of an Active Transportation (AT) Program Infrastructure Grant Application to the Minnesota Department of Transportation and, if awarded, agrees to act as project sponsor and carry out the following responsibilities:

- 1) Execute the grant agreement be the fiscal agent and have funds flow from MnDOT to the city and to the contractor.
- 2) Request SAP/SP number for the project.
- 3) Ensure the project meets milestones and dates.
- 4) Develop, review, and/or approve the plan, submit plan, engineer's estimate, and proposal to the DSAE.
- 5) Advertise, let, and award the project.
- 6) Submit pay requests to State Aid.
- 7) Communicate progress and updates with the DSAEs and State Aid Programs Engineer.
- 8) Ensure that the project receives adequate supervision and inspection.
- 9) Assist with project closeout.

Adopted this 23rd day of October, 2023

City of La Crescent

Mike Poellinger, Mayor

Attest: _____
Angie Boettcher, Deputy Clerk

The motion for the adoption of the foregoing resolution was duly seconded by Member O'Donnell-Ebner and 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.

City Council reviewed for approval a Resolution Authorizing Submittal of and Sponsorship of a Minnesota Department of Transportation Safe Routes to School Infrastructure Grant Application for the City of La Crescent. Following review and discussion, Member O'Donnell-Ebner introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 10-23-41

**A RESOLUTION AUTHORIZING SUBMITTAL OF AND SPONSORSHIP OF A
MINNESOTA DEPARTMENT OF TRANSPORTATION
SAFE ROUTES TO SCHOOL INFRASTRUCTURE GRANT APPLICATION
FOR THE CITY OF LA CRESCENT, MN**

WHEREAS, the Minnesota Department of Transportation has \$10.9 million dollars available in Safe Routes to School Infrastructure funding available statewide, with a minimum of \$50,000 and cap of \$1,000,000 for each project; and

WHEREAS, the City of La Crescent adopted a Safe Routes to School plan in 2020 and identified projects for implementation which include projects on 14th Street, Kistler Court, Lancer Boulevard, and Spruce Drive which will address safety hazards by shortening pedestrian crossing distances and making intersections safer as well as fill a gap in Safe Routes infrastructure along Minnesota Highway 16 to Kistler Court; and

WHEREAS, the project will benefit students, pedestrians, and cyclists across the city, and making changes to the streetscape will make walking and bicycling to school safer; and

WHEREAS, the City of La Crescent is a state aid city and is the sponsor of this requested active transportation infrastructure project and supports the construction of the Safe Routes to School projects and submittal of the Safe Routes to School application; and

WHEREAS, the Safe Routes to School infrastructure project borders Minnesota Highway 16 and the project is identified in a recently completed and MnDOT-sponsored Active Transportation Action Plan for the Highway 16 corridor; and

WHEREAS, the City of La Crescent fully understands that it is responsible for all costs not covered by Safe Routes to School Infrastructure grant funding including but not limited to consultant engineering, right-of-way acquisition, construction administration and inspection, utility construction, as well as construction costs above the Active Transportation grant award; and

WHEREAS, the City of La Crescent agrees to maintain such improvements for the lifetime of the improvements; and

WHEREAS, the city desires to proactively implement the adopted Safe Routes to School plan to improve the safety of school-age children, improve bicyclist and pedestrian safety, improve accessibility for all user groups, improve community connectedness, especially for vulnerable users and underserved members of the community.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of La Crescent authorizes the submittal of a Safe Routes to School Infrastructure Grant Application to the Minnesota Department of Transportation and, if awarded, agrees to act as project sponsor and carry out the following responsibilities:

- 1) Execute the grant agreement and be the fiscal agent and have funds flow from MnDOT to the city and to the contractor.
- 2) Request SAP/SP number for the project.
- 3) Ensure the project meets milestones and dates.
- 4) Develop, review and/or approve the plan, submit plan, engineer's estimate, and proposal to the DSAE.
- 5) Advertise, let, and award the project.
- 6) Submit pay requests to State Aid.
- 7) Communicate progress and updates with the DSAEs and State Aid Programs Engineer.
- 8) Ensure that the project receives adequate supervision and inspection.
- 9) Assist with project closeout.

Adopted this 23rd day of October, 2023

City of La Crescent

Mike Poellinger, Mayor

Attest: _____
Angie Boettcher, Deputy Clerk

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;

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.

City Council reviewed for approval a Resolution Approving the Submittal of a Preliminary Proposal and Full Application to the Department of Employment and Economic Development Small Cities Development Program. Following review and discussion, Member Jostad introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 10-23-42

A RESOLUTION APPROVING THE SUBMITTAL OF A PRELIMINARY PROPOSAL AND FULL APPLICATION TO THE DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT SMALL CITIES DEVELOPMENT PROGRAM

BE IT RESOLVED that the City of La Crescent act as the legal sponsor for the downtown streetscape proposal contained in a Preliminary Proposal to be submitted on or before November 29, 2023, and that Mike Poellinger, Mayor, and Bill Waller, City Administrator are hereby authorized to apply to the Minnesota Department of Employment and Economic Development for funding of this project on behalf of the City of La Crescent which may be up to \$600,000 in federal Community Development Block Grant funds.

BE IT FURTHER RESOLVED that should the Preliminary Proposal be determined to be competitive or marginally competitive and should the Minnesota Department of Employment and Economic Development invite the city to submit a Full Application, the above city representatives are hereby authorized to submit a Full Application by the April 17, 2024 deadline to Minnesota Department of Economic Development.

BE IT FURTHER RESOLVED that the City of La Crescent has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate construction, operation, maintenance, and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of La Crescent has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest, or other unlawful or corrupt practices.

BE IT FURTHER RESOLVED that upon approval of its application by the State, the City of La Crescent may enter into an agreement with the State of Minnesota for the approved project and that the City of La Crescent certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that Mike Poellinger, Mayor, and Bill Waller, City Administrator, or their successors in office, are hereby authorized to execute such agreements, and amendments thereto, as are necessary to implement the project on behalf of the Applicant.

I CERTIFY THAT the above resolution was adopted by the City Council of the City of La Crescent on the 23rd day of October 2023.

Signed:

Mike Poellinger, Mayor

Attest: _____
Angie Boettcher, Deputy Clerk

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;

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.

City Council reviewed for approval a Resolution Authorizing Submittal of and Sponsorship of a Minnesota Department of Transportation Local Road Improvement Program Grant Application for the City of La Crescent. Following review and discussion, Member Hutchinson introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 10-23-43

**A RESOLUTION AUTHORIZING SUBMITTAL OF AND SPONSORSHIP OF A
MINNESOTA DEPARTMENT OF TRANSPORTATION
LOCAL ROAD IMPROVEMENT PROGRAM GRANT APPLICATION
FOR THE CITY OF LA CRESCENT, MN**

WHEREAS, the Minnesota Department of Transportation has funding available for the Local Road Improvement Program (LRIP) through several accounts and the Routes of Regional Significance Account provides funds for the cost of constructing or reconstructing city streets, county highways, town roads, or Tribal roads with statewide or regional significance with a cap of \$1,500,000 for each project; and

WHEREAS, the City of La Crescent has completed a corridor plan for Walnut Street which has broad community support; and

WHEREAS, Walnut Street has a Functional Classification as a collector street as noted by the La Crosse Area Planning Committee (LAPC), the Metropolitan Planning Organization (MPO) for the La Crescent/La Crosse metropolitan planning area; and

WHEREAS, Walnut Street is a route of regional significance as it is a collector street and a connector between U.S. highways, state highways, two national scenic byways, a state scenic byway, the Mississippi River Trail Highway, U.S. Bike Route 45 and several state and regional trail systems and facilities; and

WHEREAS, the Walnut Street Corridor Plan outlines the active transportation complete streets infrastructure that will be incorporated into the project to improve the safety of the corridor and includes a multi-use path, ADA-compliant sidewalks throughout the corridor and traffic calming measures to increase the use of Walnut Street for all users and all ages and abilities; and

WHEREAS, the City of La Crescent has the ability to maintain the project improvements and is capable and ready to fully manage the project and understands that it is responsible for all costs not covered by LRIP funding including engineering, right-of-way, construction administration and inspection, utility construction and coordination and other non-LRIP-eligible items in excess of any LRIP grant amount; and

WHEREAS, the City of La Crescent agrees to maintain such improvements for the lifetime of the improvements; and

WHEREAS, the city desires to proactively implement the Walnut Street Corridor Plan, the adopted Bicycle and Pedestrian Plan, and Safe Routes to School Plan and its Complete Streets policy to improve bicyclist and pedestrian safety, improve accessibility for all user groups, and improve community connectedness, especially for vulnerable users and underserved members of the community.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of La Crescent authorizes the submittal of a Local Road Improvement Program Grant Application to the Minnesota Department of Transportation and, if awarded, agrees to act as project sponsor and carry out the following responsibilities:

- 1) Execute the standard Grant Contract be the fiscal agent and have funds flow from MnDOT to the city and to the contractor.
- 2) Request SAP/SP number for the project.
- 3) Ensure the project meets milestones and dates.
- 4) Develop, review, and/or approve the plan, submit plan, engineer's estimate, and proposal to the DSAE.
- 5) Advertise, let, and award the project.
- 6) Submit pay requests to State Aid.
- 7) Communicate progress and updates with the DSAEs and State Aid Programs Engineer.
- 8) Ensure that the project receives adequate supervision and inspection.
- 9) Assist with project closeout.

Adopted this 23rd day of October, 2023

City of La Crescent

Mike Poellinger, Mayor

Attest: _____
Angie Boettcher, Deputy Clerk

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;

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.

City Council reviewed for approval a Resolution Authorizing Submittal of and Sponsorship of a Minnesota Department of Transportation, Transportation Alternatives Program Grant Application for the City of La Crescent. Following review and discussion, Member O'Donnell-Ebner introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 10-23-44

**A RESOLUTION AUTHORIZING SUBMITTAL OF AND SPONSORSHIP OF A
MINNESOTA DEPARTMENT OF TRANSPORTATION
TRANSPORTATION ALTERNATIVES PROGRAM GRANT APPLICATION
FOR THE CITY OF LA CRESCENT, MN**

WHEREAS, the Minnesota Department of Transportation has funding available from the federal government for the Transportation Alternatives (TA) program for 80 percent of the cost of planning, design, and construction of surface transportation projects including on-road and off-road trail facilities for pedestrians, bicyclists and other non-motorized forms of transportation; and

WHEREAS, the City of La Crescent has completed several planning processes including the City Comprehensive Plan, the Downtown Vision and Strategic Plan, and an Active Transportation Action Plan for the Highway 16 corridor between the Wagon Wheel Trail and Wagon Wheel Bicycle-Pedestrian bridge to Miller's Corner, all of which have had extensive public involvement and broad community support; and

WHEREAS, the Active Transportation Action Plan outlines both in-town on-road and off-road trail facilities along the Minnesota Highway 16 corridor including Oak Street and S. Chestnut Street; and

WHEREAS, S. Chestnut Street is part of the Mississippi River Trail and U.S. Bike Route 45 and is adjacent to the Great River Road and Bluff Country National Scenic Byways and the city intends to implement the Active Transportation Action Plan in the Highway 16 corridor by planning, designing and constructing a multi-use bicycle and pedestrian facility along the east side of S. Chestnut Street and Mn Hwy 16 from the Wagon Wheel Bridge to S. 14th Street for transportation and recreational purposes which will also provide safe routes for non-drivers including children, older adults and individuals with disabilities to access daily needs; and

WHEREAS, a multimodal shared-use trail facility will connect the Wagon Wheel Trail to the Root River Trail along the busy stretch of the MRT/U.S. Bike Route 45 and serve to connect several state and regional corridors for safe bicycling and walking; and

WHEREAS, the City of La Crescent fully supports this project and commits to cost-sharing the local share of 20 percent and has the ability to maintain the project improvements and is capable and ready to fully manage the project and understands that it is responsible for all costs not covered by federal funding; and

WHEREAS, the City of La Crescent agrees to maintain such improvements for the lifetime of the improvements; and

WHEREAS, the city desires to proactively implement the Active Transportation Action Plan for the Highway 16 corridor, the adopted Bicycle and Pedestrian Plan, and Safe Routes to School Plan and its Complete Streets policy to improve bicyclist and pedestrian safety, improve accessibility for all user groups, and improve community connectedness, especially for vulnerable users and underserved members of the community.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the City Council of the City of La Crescent authorizes the submittal of a Transportation Alternatives Grant Application to the Minnesota Department of Transportation and, if awarded, agrees to act as project sponsor and carry out the following responsibilities:

- 1) Execute the standard Grant Contract be the fiscal agent and have funds flow from MnDOT to the city and to the contractor.
- 2) Request SAP/SP number for the project.
- 3) Ensure the project meets milestones and dates.
- 4) Develop, review, and/or approve the plan, submit plan, engineer's estimate, and proposal to the DSAE.
- 5) Advertise, let, and award the project.
- 6) Submit pay requests to State Aid.
- 7) Communicate progress and updates with the DSAEs and State Aid Programs Engineer.
- 8) Ensure that the project receives adequate supervision and inspection.
- 9) Assist with project closeout.

Adopted this 23rd day of October, 2023

City of La Crescent

Mike Poellinger, Mayor

Attest: _____
Angie Boettcher, Deputy Clerk

The motion for the adoption of the foregoing resolution was duly seconded by Member Hutchinson and 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.

ITEM 3.12 – PLANNING COMMISSION MINUTES – OCTOBER 3, 2023

City Administrator Bill Waller reviewed with City Council the October 3, 2023, Planning Commission minutes. This was informational only, no action required.

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1 City Council reviewed correspondence regarding the La Crescent Outdoor Performance Venue.
6.2

8. HOUSTON COUNTY

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

9. CHAMBER OF COMMERCE

Chamber of Commerce representative Jennifer Etrheim was in attendance and provided City Council with an update.

There being no further business to come before the Council at this time, Member Hutchinson 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;

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 5:43 P.M.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator