

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
OCTOBER 27, 2025

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 27, 2025.

Upon a roll call taken and tallied by the City Clerk, the following members were present: Members Cherryl Jostad, Chris Langen, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present were, City Administrator Bill Waller, City Attorney Skip Wieser, Public Works Director Tyler Benish, Finance Director Kara Tarrence, Community Development Director Larry Kirch, Police Chief Luke Ahlschlager, Fire Chief Josh Tarrence, and City Clerk Angie Boettcher.

**ITEM 1 – CONSENT AGENDA**

At this time, Mayor Poellinger read the following items to be considered as part of the Consent Agenda for this regular meeting:

- 1.1 MINUTES – OCOTBER 13, 2025
- 1.2 BILLS PAYABLE THROUGH OCTOBER 24, 2025

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

**A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.**

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

**ITEM 3.1 – AUTHORIZE EXPENDITURE – POLICE DEPARTMENT BODY WORN/SQUAD CAR CAMERAS**

Police Chief Luke Ahlschlager reviewed with City Council a quote from Axon for body cameras and squad car cameras for \$182,034.60. The Police Department body cameras and squad car cameras need upgrading. The Police Department has done everything they can to stretch the life of the current system. It was recommended that City Council authorize the following:

1. Approve the Axon Foundation + Add-Ons Plan for \$182,034.60.
2. Authorize \$910.15 down payment to initiate the contract and begin hardware shipment.
3. Authorize the January 2026 payment of \$36,224.89 to come from the 2022 Capital Equipment Certificate.
4. Authorize that subsequent annual plan payments for the years 2027 through 2030 would be incorporated into the City’s general fund budget as part of the annual budget process.
5. Authorize Verizon Wireless support for wireless upload.

Attorney Wieser stated that the master service agreement with Axon has a few minor things that he and the Police Chief are working on with Axon to change and that if the council chooses to authorize the expenditure that they include in the motion it be contingent on the finalized contract language. Following discussion, Member Langen made a motion, seconded by Member O’Donnell-Ebner as follows:

**MOTION TO AUTHORIZE THE EXPENDITURE OF \$182,034.60 WITH AXON FOR THE PURCHASE OF BODY WORN CAMERAS AND SQUAD CAR CAMERAS FOR THE LA CRESCENT POLICE DEPARTMENT CONTINGENT ON THE FINALIZED CONTRACT LANGUAGE.**

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

**ITEM 3.2 – VOLUNTEER FIRE ASSISTANCE GRANT APPLICATION**

Fire Chief Josh Tarrence reviewed with City Council a Volunteer Fire Assistance grant application opportunity with the Minnesota Department of Natural Resources. The Fire Department needs new fire hoses of different sizes as well as nozzles and other hose equipment. The grant would require a 50:50 match between the DNR and the City of La Crescent. Chief Tarrence is requesting approval to apply for

the grant to assist with the purchase of hoses and hose equipment with the City providing a fifty (50) percent match, up to \$5,000. Following discussion, Member Jostad made a motion, seconded by Member Langen as follows:

**MOTION TO APPROVE LA CRESCENT FIRE CHIEF JOSH TARRENCE TO APPLY FOR THE VOLUNTEER FIRE ASSISTANCE GRANT THROUGH THE MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR NEW FIRE HOSES, NOZZLES, AND OTHER HOSE EQUIPMENT WITH THE CITY PROVIDING A FIFTY (50) PERCENT MATCH UP TO \$5,000.**

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

**ITEM 3.3 – CARBON REDUCTION GRANT – AMENDED LEASE AGREEMENT**

Public Works Director Tyler Benish reviewed with City Council an amended lease payment schedule for the Chevy Equinox EV city vehicle. The amended lease payment schedule aligns with the \$16,000 for state project 236-080-005 and 236-080-006. The first eleven payments are scheduled at \$1,229 then will increase to \$1,667 for the following twelve months, totaling \$20,000 with all remaining payments being reduced. The City continues to receive reimbursement for up to eighty percent of the lease costs for the vehicle. It was recommended that City Council approve the amended lease agreement. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE AMENDED LEASE AGREEMENT PAYMENT SCHEDULE FOR THE CHEVY EQUINOX EV CITY VEHICLE AS STATED.**

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

**ITEM 3.4 – PERSONNEL COMMITTEE RECOMMENDATION**

The Personnel Committee had the following recommendations for consideration by the City Council:

1. On November 11, 2025, Austin Johnson’s 120 calendar day probationary period as the Assistant Clubhouse Manager for the golf course will end. Mr. Johnson has successfully completed the Minnesota Department of Health’s Certified Food Protection Manager certification. The Personnel Committee is recommending that effective November 11, 2025, Mr. Johnson’s probationary status be removed, and that he be classified as the Assistant Clubhouse Manager. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

**MOTION THAT EFFECTIVE NOVEMBER 11, 2025, AUSTIN JOHNSON’S PROBATIONARY STATUS AS ASSISTANT CLUBHOUSE MANAGER BE REMOVED AND THAT MR. JOHNSON BE CLASSIFIED AS THE ASSISTANT CLUBHOUSE MANAGER.**

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O’Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

2. At the October 13, 2025, City Council meeting the City Council approved moving Kara Tarrence to step 5 in the Finance Director’s salary schedule, effective October 30, 2025. That date should be October 31, 2025. It was recommended that City Council amend the date to October 31, 2025. Following discussion, Member Williams made a motion, seconded by Member O’Donnell-Ebner as follows:

**MOTION TO AMEND THE EFFECTIVE DATE FOR KARA TARRENCE’S INCREASE TO STEP 5 IN THE FINANCE DIRECTOR’S SALARY SCHEDULE FROM OCTOBER 30, 2025, TO OCTOBER 31, 2025.**

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

Cherryl Jostad	Yes
----------------	-----

Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

3. The Personnel Committee is recommending that the City Council adopt the job description for the City Administrator's position. City Attorney Skip Wieser reviewed the job description included in the council packet with the City Council. Member Langen made a recommendation to delete the word 'Minnesota' from requirements of a driver's license under 'Conditions of Employment.' Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

**MOTION TO ADOPT THE JOB DESCRIPTION FOR THE CITY ADMINISTRATOR WITH THE DELETION OF THE WORD MINNESOTA FROM REQUIREMENTS OF A DRIVER'S LICENSE UNDER 'CONDITIONS OF EMPLOYMENT.'**

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mayor Poellinger	Yes

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

Attorney Wieser and Council verbally discussed a tentative schedule regarding the next steps in the City Administrator hiring process.

Member Jostad addressed City Council regarding her agenda request to schedule a Council workgroup meeting to determine details and processes relating to the hiring of the City Administrator position. Member Jostad made the following motion:

**MOTION TO HOLD A WORKGROUP MEETING TO PROVIDE INPUT AND BETTER UNDERSTAND THE PROCESS VERBALLY DISCUSSED REGARDING THE CITY ADMINISTRATOR POSITION.**

The motion was not seconded and therefore failed.

**ITEM 3.5 – MAINTENANCE AGREEMENT – CITY OF LA CROSSE**

Public Works Director Tyler Benish reviewed with City Council a maintenance agreement with the City of La Crosse. The City of La Crosse will be constructing a bike and pedestrian bridge that will be attached to the north side of the west channel bridge on US 14/16/61. The project also includes widening, and improvements to, the existing path/sidewalk adjacent to the west bound vehicular lane from the Cass Street Bridge to Sportsman Landing in Minnesota. In the agreement the City of La Crescent would be responsible for fixing cracks and potholes in the asphalt, replacing and fixing any lighting and fencing, and maintain approximately 800 feet for the removal of brush, debris, and snow on the portion of the path beginning at Sportsman Landing to the Minnesota state line on the bridge. This item was informational only and will be brought back to a future meeting for approval.

**ITEM 3.6 – REVIEW DRAFT 2026 GENERAL FUND BUDGET**

Public Works Director Tyler Benish reviewed with City Council updates to the proposed 2026 general fund budget resulting from Community Development Director Larry Kirch reducing his hours to quarter time. The funds resulting in the reduction of those hours will be reallocated to repair the City Hall sewer line and the purchase of an air conditioner for the library. The City Council was given the opportunity to ask questions regarding the budget/levy.

**ITEM 3.7 – PHASE 1 ARCHAEOLOGY AGREEMENT – MISSISSIPPI VALLEY ARCHAEOLOGY-WALNUT STREET PROJECT**

Community Development Director Larry Kirch reviewed with City Council that the Ho-Chunk Nation has requested that the City conduct a Phase I Archaeological Study for the Walnut Street corridor project. Prior to the meeting a proposal was sent to Mr. Kirch from the Mississippi Valley Archaeology Center (MVAC) at UW-La Crosse for \$6,900 to do the study. The proposal was provided to the Council at the meeting. It was recommended that City Council approve the proposal. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Langen as follows:

**MOTION TO APPROVE THE PROPOSAL OF \$6,900 FROM THE MISSISSIPPI VALLEY ARCHAEOLOGY CENTER AT UW-LA CROSSE TO PERFORM A PHASE 1 ARCHAEOLOGICAL STUDY FOR THE WALNUT STREET CORRIDOR PROJECT.**

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

Cherryl Jostad	Yes
Chris Langen	Yes
Teresa O’Donnell-Ebner	Yes

Dale Williams	Yes
Mayor Poellinger	Yes

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

### **8. CHAMBER OF COMMERCE**

Chamber of Commerce representative Amy Shimshak was in attendance and provided an update.

There being no further business to come before the Council at this time, Member Langen made a motion, seconded by Member Williams to adjourn the meeting. Upon a roll call vote taken and tallied by the City Clerk, the following Members present voted in favor thereof, viz;

Cherryl Jostad	Yes
Chris Langen	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 5:49 P.M.

APPROVAL DATE: November 10, 2025

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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