



CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
336 SOUTH FIRST STREET
OCTOBER 28, 2024
5:00 P.M.

CALL TO ORDER
PLEDGE OF ALLEGIANCE
ROLL CALL
ACTION TO CHANGE AGENDA

1. CONSENT AGENDA

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- 1.1 MINUTES – OCTOBER 14, 2024
- 1.2 BILLS PAYABLE THROUGH OCTOBER 25, 2024

2. PUBLIC HEARING/MEETING

3. ITEMS FOR CONSIDERATION

- 3.1 RESOLUTION – MnDOT LANDSCAPE PARTNERSHIP PROJECT
- 3.2 AUTHORIZE EXPENDITURE – GRINDER TANKS
- 3.3 PERSONNEL COMMITTEE RECOMMENDATIONS
- 3.4 CANADIAN PACIFIC HOLIDAY TRAIN REQUEST
- 3.5 REVIEW CANNABIS REGULATIONS
- 3.6
- 3.7
- 3.8
- 3.9
- 3.10
- 3.11
- 3.12

4. UNFINISHED BUSINESS

- 4.1



CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
LA CRESCENT COMMUNITY BUILDING
336 SOUTH FIRST STREET
OCTOBER 28, 2024
5:00 P.M.

5. MAYOR'S COMMENTS

5.1

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

- 6.1 EXPLORE LA CROSSE
- 6.2
- 6.3
- 6.4
- 6.5

7. CORRESPONDENCE

- 7.1
- 7.2
- 7.3

8. CHAMBER OF COMMERCE

8.1

9 ITEMS FOR NEXT AGENDA

10. ADJOURNMENT

#1.1

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
OCTOBER 14, 2024

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 14, 2024.

Upon a roll call taken and tallied by the City Clerk, 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 Administrator Bill Waller, City Attorney Skip Wieser, Police Chief Luke Ahlschlager, Sustainability Coordinator Jason Ludwigson, and City Clerk Angie Boettcher.

GreenCorp member Mary Gegen was also in attendance.

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 23, 2024
- 1.2 MINUTES – SEPTEMBER 26, 2024
- 1.2 BILLS PAYABLE THROUGH – OCTOBER 11, 2024

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 Clerk, the following Members voted in favor thereof, viz;

Ryan Hutchinson	Yes
Cheryl Jostad	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 – INTRODUCE GREENCORP MEMBER – MARY GEGEN

City Sustainability Coordinator Jason Ludwigson introduced Mary Gegen from the MN Green Corps program who will work with the City of La Crescent for eleven months. Mary’s work will focus on stormwater and forestry. This was informational only, no action required.

ITEM 3.2 – ORDINANCE PROHIBITING CAMPING IN PUBLIC PLACES

City Attorney Skip Wieser and Police Chief Luke Ahlschlager reviewed for City Council approval an ordinance prohibiting camping on city property and city right of way. Prior to the meeting Attorney Wieser corrected Section III, letter A from “4” to “IV”, an updated copy was provided to the Council. Following review a recommendation was made for the last sentence under Section III, letter B to be removed. The Ordinance was also recommended to be revisited in late January or early February 2025. Following discussion, Member Jostad introduced the following Ordinance and moved its passage and adoption:

ORDINANCE NO. 586

AN ORDINANCE OF THE CITY OF LA CRESCENT, MINNESOTA PROHIBITING CAMPING ON CITY PROPERTY AND CITY RIGHT OF WAY.

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

CAMPING ON CITY PROPERTY AND CITY RIGHT-OF-WAY

SECTION I. Statement of purpose and intent.

- A. Settlements of unhoused individuals (also known as "encampments") in public spaces are a growing social, public safety, and environmental concern faced by cities of all sizes, including La Crescent. The dynamics of homelessness, both short and longer term, are extremely complex reflecting a wide range of contributing factors. It is recognized that, like many Cities, La Crescent's housing stock and price dynamics can create an affordability challenge, causing unstable housing for some.
- B. In La Crescent and elsewhere, encampments have attracted and involved people experiencing significant addiction and mental health challenges, as well as individuals who seek to take advantage of those staying in encampments. Among other problems, encampments tend to result in accumulation of garbage and human waste, which creates a health hazard and can contaminate the ground and water. Other typical hazards include drug

paraphernalia (i.e. needles) and unchecked fires associated with cooking, often involving explosive fuels. Encampments are also prone to a heightened physical safety and property risk for those in the encampments as well as those who may be present in the same area. Encampments also tend to cause damage or disruption to the soil and forested areas.

- C. Many in the community, including public and private entities, have responded to the needs of those experiencing housing instability, providing significant levels of resources and services.
- D. The City also has an obligation to make best efforts to provide a safe and clean environment for other members of the community who want or need to use public spaces. Access to parks, trails, schools, green spaces, public transportation, and the protection of public utilities and infrastructure is a community good for all.
- E. While many unhoused individuals are able to exist in a space that does not cause public disruption, it is also true that encampments do create significant harms, for both the unhoused individuals as well as members of the public attempting to use the same spaces. Law enforcement personnel, who have had primary responsibility for responding to encampment areas, need to be supported with effective tools to address these complex situations. Encampments and unsheltered individuals who create the most social harm cannot be ignored or just moved from one space to the next.

SECTION II. Definitions.

The following words, terms, and phrases shall have the meanings ascribed to them in this chapter, except where the context clearly indicates a different meaning.

City refers to the City of La Crescent, Minnesota

Camp or Camping means to set up, or to remain in or at a campsite, including the storage of personal belongings or camping materials.

Campsite means any place where any tent, lean-to, shack, or other structure, any vehicle or part thereof, or any bedding, sleeping bag, or other sleeping matter, or any stove or fire is placed, established, or maintained for the purpose of establishing or maintaining a temporary place to live.

Camping materials means, but not limited to, tents, tarps, umbrellas, metal sheeting, pallets, canopies, hammock, hunting blind, boxes, huts, temporary shelters, or vehicles.

SECTION III. Prohibition.

- A. No person may camp in or upon any City land or right-of-way, unless otherwise specifically authorized by La Crescent City Council, subject to the enforcement requirements in Section IV below.
- B. Any camping or campsite materials or personal property associated with a camping area that is in violation of this ordinance may be removed or cleaned up by the City or its designated contractors.

SECTION IV. Criminal Penalty.

- A. Any violation of this section is deemed a misdemeanor, as defined in Minn. Stat. § 609.02. subd 3, currently a crime for which a sentence of not more than 90 days or a fine of not more than \$1,000.00 or both, may be imposed.
- B. No person may be prosecuted under this chapter unless:
 - 1. The person has been informed of the various community resources available to the person; and
 - 2. The person has been warned that their conduct is a violation of this section, subject to criminal prosecution. An individual who has been warned and then relocates to another space that a reasonable person would understand is also covered by this section is not entitled to a new warning; and
 - 3. No person shall be cited for violating this ordinance unless such person continues to camp more than one (1) hour after receiving warning to leave by a law enforcement officer.

SECTION V. Severability.

Every section, provision, and part of this Ordinance is declared severable from every other section, provision, and part thereof. If any section, provision, or part of this Ordinance is held to be invalid by a court of competent jurisdiction, such judgment shall not invalidate any other section, provision, or part of this Ordinance.

SECTION VI. Effective Date.

These provisions shall become effective from and after _____, 2024 and publication, according to law.

PASSED AND ADOPTED by the City Council of the City of La Crescent, Minnesota,

this _____ day of _____, 2024.

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member Williams and upon a roll call vote taken and tallied by the City Clerk, 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.

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

MOTION THAT A PRÉCIS FORMAT OF SAID INTERIM ORDINANCE 586 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 Clerk, 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 – PERSONNEL COMMITTEE RECOMMENDATIONS

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

1. That the City Council approve a memorandum of understanding (MOU) that establishes guidelines for a mandated employee wellness check-in program for the La Crescent Police Department. Information regarding the MOU was included, and Chief of Police Ahlschlager was in attendance to review with City Council. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE MEMORANDUM OF UNDERSTANDING ESTABLISHING GUIDELINES FOR A MANDATED EMPLOYEE WELLNESS CHECK-IN PROGRAM FOR THE LA CRESCENT POLICE DEPARTMENT.

Upon a roll call vote taken and tallied by the City Clerk, 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.

2. On October 30, 2024, Kara Tarrence will have completed her second year of employment as the City's Finance Director. Ms. Tarrence continues to perform the functions and duties of the position in a positive manner, and her presence and abilities are an asset to the community. Based on her performance, it was recommended that effective October 30, 2024, Ms. Tarrence be moved from step 3 to step 4 in the Finance Director's salary schedule. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE EFFECTIVE OCTOBER 30, 2024 FINANCE DIRECTOR, KARA TARRENCE BE MOVED FROM STEP 3 TO STEP 4 IN THE FINANCE DIRECTOR'S SALARY SCHEDULE.

Upon a roll call vote taken and tallied by the City Clerk, 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 – RESOLUTION – SMALL CITIES GRANT PROGRAM POLICIES

City Council reviewed a Resolution for small cities grant program policies. It was recommended that City Council approve the resolution. Following discussion, Member Hutchinson introduced the following Resolution and moved its passage and adoption:

RESOLUTION NO. 10-24-34

A RESOLUTION ADOPTING POLICIES FOR ADMINISTRATION OF MN DEPARTMENT OF EMPLOYMENT & ECONOMIC DEVELOPMENT SMALL CITIES DEVELOPMENT PROGRAM GRANT FOR THE CITY OF LA CRESCENT, MN

WHEREAS, the City of La Crescent has entered into an agreement with the State of Minnesota, Department of Employment and Economic Development for the allocation of grant funding by the United States Department of Housing and Urban Development under the Community Development Block Grant Program known as the Small Cities Development Program with the City of La Crescent acting as the legal sponsor for the project, and;

WHEREAS, certain plans, guidelines, policies, and procedures are required to enable the city to achieve the goals of the Small Cities Development Program,

NOW, THEREFORE, BE IT RESOLVED, the City of La Crescent adopts the attached policies as listed herein, for the Small Cities Development Program:

Conflict of Interest Policy	Drug-Free Policy	Section 3 Plan
Program Income Plan	Fair Housing Action Plan	
Excessive Force Policy		
Affirmative Action/Equal Employment/Data Privacy/Sexual Harassment		
Residential Anti-Displacement and Relocation Assistance Plan		

I CERTIFY THAT the above resolution was adopted by the City Council of the City of La Crescent on this 14th day of October, 2024.

City of La Crescent

Mikel Poellinger, Mayor

Attest: _____
Angie Boettcher, City Clerk

The foregoing motion was duly seconded by Member O'Donnell-Ebner and upon a roll call vote taken and tallied by the City Clerk, 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 – 2025 MnDOT TRANSIT GRANT AGREEMENT

City Council reviewed the 2025 Section 5307 Public Transit Participation Program Grant Agreement for Urbanized Areas with the Minnesota Department of Transportation. In 2025, the City will receive approximately \$371,925 in Federal and State funds to operate the local bus service. It was recommended that City Council approve the grant agreement and authorize the required signatures. Following discussion, Member Jostad made a motion, seconded by Member Hutchinson as follows:

MOTION TO APPROVE THE 2025 SECTION 5307 PUBLIC TRANSIT PARTICIPATION PROGRAM GRANT AGREEMENT FOR URBANIZED AREAS WITH THE MINNESOTA DEPARTMENT OF TRANSPORTATION WITH THE CITY RECEIVING APPROXIMATELY \$371,925 IN FEDERAL AND STATE FUNDS TO OPERATE THE LOCAL BUS SERVICE AND AUTHORIZE THE REQUIRED SIGNATURES.

Upon a roll call vote taken and tallied by the City Clerk, 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 – 2025 MTU TRANSIT OPERATING AGREEMENT

City Council reviewed the 2025 Transit Operating agreement with the La Crosse MTU for the operation of the local Apple Express bus service. It was recommended that City Council approve the 2025 operating agreement and authorize the required signatures. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE 2025 TRANSIT OPERATING AGREEMENT WITH THE LA CROSSE MTU FOR THE OPERATION OF THE LOCAL APPLE EXPRESS BUS SERVICE AND AUTHORIZE THE REQUIRED SIGNATURES.

Upon a roll call vote taken and tallied by the City Clerk, 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 3.7 – 2025 MTU VEHICLE LEASE AGREEMENT

City Council reviewed the 2025 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. City Council was recommended to approve the 2025 motor vehicle lease and authorize the required signatures. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Hutchinson as follows:

MOTION TO APPROVE THE 2025 MOTOR VEHICLE LEASE AGREEMENT WITH THE LA CROSSE MTU AND AUTHORIZE THE REQUIRED SIGNATURES.

Upon a roll call vote taken and tallied by the City Clerk, 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 – BUDGET REVIEW

City Administrator Bill Waller reviewed the proposed 2025 general fund budget/levy with City Council. The council was given the opportunity to ask questions regarding the budget/levy.

ITEM 3.9 – DONATION RESOLUTION

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

RESOLUTION NO. 10-24-35

**RESOLUTION ACCEPTING A DONATION MADE TO THE
CITY OF LA CRESCENT IN SEPTEMBER 2024**

WHEREAS, the following donations were made to the City of La Crescent in the month of September 2024:

1. Teri Booth wishes to donate \$500.00 to the La Crescent Fire Department in memory of Dave Booth.
2. Kathryn and James Rozovics wish to donate \$50.00 to the La Crescent Fire Department in memory of Grech Schild.
3. Country Financial wishes to donate \$1,500.00 to the La Crescent Fire Department.

4. An Anonymous donor wishes to donate \$500.00 to Wieser Park for 2024 fall & winter plantings.

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

ADOPTED this 14th Day of October 2024.

SIGNED:

Mayor

ATTEST:

City Clerk

The foregoing motion was duly seconded by Member Hutchinson and upon a roll call vote taken and tallied by the City Clerk, 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.

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1. EXPLORE LA CROSSE

City Council reviewed the September 24, 2024, Explore La Crosse Board Meeting agenda and the August 27, 2024, Meeting minutes.

6.2 City Council reviewed the September 16, 2024, Economic Development Commission Meeting minutes.

6.3 City Council reviewed the September 16, 2024, Park and Recreation Commission Meeting minutes.

7. CORRESPONDENCE

7.1 City Council reviewed upcoming sponsored events for the La Crescent Public Library.

8. CHAMBER OF COMMERCE

Chamber of Commerce representative Olivia Lamke was in attendance and provided updates.

There being no further business to come before the Council at this time, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner 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;

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 5:47 P.M.

APPROVAL DATE: _____.

SIGNED:

Mayor

ATTEST:

City Administrator

1.2

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AMAZON CAPITAL SERVICES						
117Q-KPK7-J9W	LIBRARY - BOOKS	10/14/2024	21.69	.00		
17HG-M6WY-1Q	LIBRARY - BOOKS GRANT FUNDED	10/19/2024	24.95	.00		
19CF-CWLV-JKV	TOOLS FOR MARY-MN GREEN CORPS MEMBER	10/01/2024	14.39	.00		
1DN7-P7HW-7FV	GC - BAGS FOR USED GOLF BALLS	10/21/2024	49.95	.00		
1GDV-D6NR-G7	PD - OFFICE SUPPLIES	10/14/2024	26.43	.00		
1HC7-CD99-9HD	LIBRARY - PROGRAM SUPPLIES	10/16/2024	69.94	.00		
1KGH-T6PP-6T9	LIBRARY - PROCESSING MATERIALS	10/13/2024	146.08	.00		
1NLF-FNLQ-61G	LIBRARY - BOOKS	10/13/2024	59.41	.00		
1T4R-FPML-9XV	LIBRARY - BOOKS	10/14/2024	16.98	.00		
1W1G-4KMT-KM	CITY HALL - OFFICE SUPPLIES	10/22/2024	94.40	.00		
1W1P-YHW3-36	CITY HALL - OFFICE SUPPLIES	10/15/2024	14.14	.00		
1W1P-YHW3-36	FD - OFFICE SUPPLIES	10/15/2024	29.08	.00		
1XXL-G1HW-C7	LIBRARY - CLEANING SUPPLIES	10/22/2024	71.99	.00		
Total 9956:			639.43	.00		
ANCHOR SOLAR INVESTMENTS LLC						
#60	RADIUM PLANT - SOLAR	10/01/2024	387.07	.00		
#60	MAINTENANCE BLDG - SOLAR	10/01/2024	387.07	.00		
#60	ANIMAL RESCUE - SOLAR	10/01/2024	198.47	.00		
Total 9859:			972.61	.00		
B & T TECHNICAL SERVICES, LLC						
1608	COMM BLDG - SOLAR ELECTRICAL SERVICE	09/30/2024	543.38	.00		
Total 9680:			543.38	.00		
BREYER'S SALES AND SERVICE INC						
79449	PARKS - WEED TRIMMER LINE	09/11/2024	64.11	.00		
Total 131:			64.11	.00		
CDW GOVERNMENT, INC.						
AA9KX6T	B&Z- ADOBE SOFTWARE RENEWAL	10/07/2024	272.85	.00		
AA9KX6T	CITY - ADOBE SOFTWARE RENEWAL	10/07/2024	545.70	.00		
Total 8180:			818.55	.00		
CITY TREASURER'S OFFICE						
198866 - SEPT	WASTEWATER TO LA CROSSE	09/30/2024	29,872.57	.00		
Total 1086:			29,872.57	.00		
CLASSIC ROCK PRODUCTS INC						
1058	PARKS - SOIL AND GRASS SEED FOR DOG PARK	10/17/2024	1,671.98	.00		
Total 278:			1,671.98	.00		
DEMCO INC						
7552270	LIBRARY - OFFICE SUPPLIES	10/15/2024	482.18	.00		
Total 316:			482.18	.00		
DEPT OF NATURAL RESOURCES						
10/8/24-10/15/24	WEEKLY RECREATIONAL VEH. REGIST.	10/15/2024	1,749.11	1,749.11	10/21/2024	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 318:			1,749.11	1,749.11		
EFTPS - ELECTRONIC FEDERAL TAX						
10/11/24 P/R	FED/FICA/MEDICARE	10/16/2024	26,111.04	26,111.04	10/16/2024	
Total 1127:			26,111.04	26,111.04		
FLEXIBLE PLASTICS INC						
1163366	CITY CLEAR GARBAGE BAGS	10/08/2024	4,059.50	.00		
Total 529:			4,059.50	.00		
GRAF ELECTRIC, INC.						
23674	GRINDER PUMP REPAIR - 790 SHORE ACRES	10/09/2024	654.85	.00		
23676	GRINDER PUMP REPAIR - 530 SHORE ACRES	10/09/2024	161.46	.00		
Total 619:			816.31	.00		
HAWKINS INC.						
6888613	WATER PLANT - CHEMICALS	10/15/2024	30.00	.00		
Total 512:			30.00	.00		
HOKAH CO-OP OIL ASSOCIATION						
10165	GC - DIESEL AND GAS FILL	10/04/2024	2,112.62	.00		
251905	PARKS - WEED KILLER FOR JASON	10/15/2024	143.11	.00		
8097	GC - LP	10/10/2024	890.72	890.72	10/18/2024	
Total 715:			3,146.45	890.72		
LA CRESCENT AREA EVENT CENTER, INC.						
9/24	LODGING T LODGING TAX - MARKETING & PROMO AGREEMENT	10/18/2024	1,859.35	.00		
Total 9810:			1,859.35	.00		
LA CRESCENT CHAMBER OF COMMERC						
9/24	LODGING T LODGING TAX - MARKETING & PROMO AGREEMENT	10/18/2024	1,859.35	.00		
Total 1142:			1,859.35	.00		
LA CROSSE AREA CONVENTION AND						
9/24	LODGING T LODGING TAX - MARKETING & PROMO AGREEMENT	10/18/2024	5,816.44	.00		
Total 9824:			5,816.44	.00		
LA CROSSE GLASS & OVERHEAD DOOR CO.						
351006	COMMUNITY BLDG DOOR REPAIR	10/11/2024	44.20	.00		
Total 2471:			44.20	.00		
MAYO CLINIC AMBULANCE SERVICE						
2318073	CPR CLASS CITY EMPLOYEES	10/08/2024	203.00	.00		
Total 8150:			203.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
MENARDS-LA CROSSE						
4459	GC - COURSE REPAIR	10/01/2024	71.97	.00		
4459	GC - SMALL TOOLS	10/01/2024	37.96	.00		
4768	GC - CHEMICALS	10/10/2024	20.90	.00		
4768	GC - COURSE REPAIR	10/10/2024	201.50	.00		
4919	GC - SMALL TOOLS	10/15/2024	91.92	.00		
4919	GC - EQUIPMENT REPAIR	10/15/2024	17.94	.00		
4919	GC - COURSE REPAIR	10/15/2024	63.85	.00		
4919	GC - BLDG REPAIR	10/15/2024	103.64	.00		
4962	GC - BLDG REPAIR	10/16/2024	72.36	.00		
4962	GC - COURSE REPAIR	10/16/2024	250.08	.00		
5007	FD - VEHICLE MAINTENANCE	10/17/2024	38.90	.00		
5007	MAINT - VEHICLE MAINTENANCE	10/17/2024	192.12	.00		
5072	GC - DRAINAGE PROJECT #2 TEE AREA	10/18/2024	914.14	.00		
Total 1352:			2,077.28	.00		
MIDWEST TAPE						
506161934	LIBRARY- MOVIES	10/11/2024	24.74	.00		
506171200	LIBRARY- MOVIES	10/11/2024	26.99	.00		
Total 9851:			51.73	.00		
MINNESOTA CHILD SUPPORT PAYMENT CENTER						
PR10/11/240015	MN CHILD SUPPORT	10/14/2024	497.46	497.46	10/14/2024	
Total 9597:			497.46	497.46		
MINNESOTA DEPARTMENT OF HEALTH						
3RD QTR 2024	QTRLY STATE WATER CONNECTION FEE	10/01/2024	5,068.98	.00		
Total 1396:			5,068.98	.00		
MINNESOTA DEPT OF REVENUE						
10/11/24 P/R	MN STATE WHT	10/16/2024	4,404.00	4,404.00	10/16/2024	
Total 227:			4,404.00	4,404.00		
MINNESOTA ENERGY RESOURCES INC						
9/24 STMT	ANIMAL SHELTER- GAS UTILITIES	09/30/2024	55.30	55.30	10/21/2024	
9/24 STMT	ICE ARENA- GAS UTILITIES	09/30/2024	549.07	549.07	10/21/2024	
9/24 STMT	COMMUNITY BLDG - GAS UTILITIES	09/30/2024	49.68	49.68	10/21/2024	
9/24 STMT	POOL - GAS UTILITIES	09/30/2024	52.83	52.83	10/21/2024	
9/24 STMT	CONTROL BLDG - GAS UTILITIES	09/30/2024	18.00	18.00	10/21/2024	
9/24 STMT	PUMP HOUSE MCINTOSH	09/30/2024	18.00	18.00	10/21/2024	
9/24 STMT	PUMP HOUSE ORCHARDVIEW	09/30/2024	34.39	34.39	10/21/2024	
9/24 STMT	ABNET RESTROOMS- GAS UTILITIES	09/30/2024	23.18	23.18	10/21/2024	
9/24 STMT	MAINT BLDG - GAS UTILITIES	09/30/2024	45.67	45.67	10/21/2024	
9/24 STMT	CITY HALL - GAS UTILITIES	09/30/2024	46.33	46.33	10/21/2024	
9/24 STMT	LIBRARY - GAS UTILITIES	09/30/2024	20.24	20.24	10/21/2024	
Total 8171:			912.69	912.69		
MINNESOTA STATE RETIREMENT SYS						
10/11/24 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	10/16/2024	4,440.62	4,440.62	10/16/2024	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1285:			4,440.62	4,440.62		
PENDELTON TURF SUPPLY INC						
10221	GC - CHEMICALS	10/14/2024	1,792.00	.00		
10222	GC - CHEMICALS	10/14/2024	222.00	.00		
Total 9169:			2,014.00	.00		
POINT C						
10/15/24 K. TAR	MEDICAL REIMB P/R DEDUCTED- K. TARRENCE	10/16/2024	136.80	136.80	10/16/2024	
10/4/24 L. OLSO	MEDICAL REIMB P/R DEDUCTED- L. OLSON	10/15/2024	104.76	104.76	10/15/2024	
Total 10202:			241.56	241.56		
PUBLIC EMPLOYEES RETIREMENT						
10/11/24 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-DCP	10/16/2024	220.00	220.00	10/16/2024	
10/11/24 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	10/16/2024	16,925.69	16,925.69	10/16/2024	
Total 1612:			17,145.69	17,145.69		
QUADIENT FINANCE USA, INC						
10/24 STMT	Postage Meter Postage- Library	10/15/2024	9.00	.00		
10/24 STMT	Postage Meter Postage- Pool	10/15/2024	6.00	.00		
10/24 STMT	Postage Meter Postage- B & Z	10/15/2024	21.00	.00		
10/24 STMT	Postage Meter Postage- Arena	10/15/2024	3.00	.00		
10/24 STMT	Postage Meter Postage- Animal	10/15/2024	3.00	.00		
10/24 STMT	Postage Meter Postage- Police	10/15/2024	21.00	.00		
10/24 STMT	Postage Meter Postage- Sewer	10/15/2024	63.00	.00		
10/24 STMT	Postage Meter Postage- Golf course	10/15/2024	9.00	.00		
10/24 STMT	Postage Meter Postage- FIRE DEPARTMENT	10/15/2024	12.00	.00		
10/24 STMT	Postage Meter Postage- Water	10/15/2024	63.00	.00		
10/24 STMT	Postage Meter Postage- Lic Bur	10/15/2024	30.00	.00		
10/24 STMT	Postage Meter Postage- Public works	10/15/2024	15.00	.00		
10/24 STMT	Postage Meter Postage- Clerk	10/15/2024	45.00	.00		
Total 9799:			300.00	.00		
QUIGLEY, DAWN						
08302024A	LIBRARY - AUTHOR PRESENTATION - COMM. COLLAB G	10/24/2024	2,500.00	.00		
Total 10231:			2,500.00	.00		
RUCKER PAINTING INC						
3582	ARENA - EXTERIOR PAINTING	10/09/2024	72,364.00	.00		
Total 9444:			72,364.00	.00		
RUSHFORD FIRE DEPARTMENT						
11/13/24 MTG	4 FF MEALS - TRI-COUNTY FF ASSOC. MEETING	10/01/2024	60.00	.00		
Total 10232:			60.00	.00		
STREICHER'S						
11711085	PD - UNIFORMS FOR LCPD RESERVE	07/26/2024	55.00	.00		
11711477	PD - UNIFORMS FOR LCPD RESERVE	07/29/2024	55.00	.00		
11722070	PD - UNIFORMS FOR LCPD RESERVE	10/03/2024	55.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
I1722330	PD - UNIFORMS FOR LCPD RESERVE	10/04/2024	84.97	.00		
I1722557	PD - BULLETPROOF VEST - R. CLARK	10/07/2024	1,308.90	.00		
I1724364	PD - BADGES FOR T. WEINFURTNER	10/16/2024	539.99	.00		
I1725294	PD - BULLETPROOF VEST - J. DEBOER	10/22/2024	1,500.00	.00		
I722558	PD - BULLETPROOF VEST - T. WEINFURTNER	10/07/2024	1,308.90	.00		
Total 1922:			4,907.76	.00		
SUMMIT FIRE PROTECTION						
2738146	FD - FIRE EXTINGUISHER DEMO	10/11/2024	423.90	.00		
Total 50:			423.90	.00		
SUPERIOR TURF SERVICES						
6368	GC - CHEMICALS	10/10/2024	320.63	.00		
Total 9826:			320.63	.00		
TRI-COUNTY FIREFIGHTER'S ASSOC						
2024 DUES	FD - 2024 MEMBERSHIP DUES	10/02/2024	75.00	.00		
Total 2048:			75.00	.00		
UNITED STATES POSTMASTER						
10/24 CYCLE2PA	PAST DUE WATER/SEWER - SEWER	10/21/2024	30.24	30.24	10/21/2024	
10/24 CYCLE2PA	PAST DUE WATER/SEWER - WATER	10/21/2024	30.24	30.24	10/21/2024	
10/24 NEWSLET	NEWSLETTER POSTAGE	10/16/2024	794.58	794.58	10/16/2024	
Total 2102:			855.06	855.06		
WATER SYSTEMS CO.						
781325	LIBRARY - WATER COOLER RENTAL	09/30/2024	8.00	.00		
Total 8605:			8.00	.00		
WHKS & CO.						
52415	SOUTH 6TH STREET	09/27/2024	1,677.58	.00		
52418	FEASIBILITY STUDY OF CRESCENT HILLS SANITARY SE	09/27/2024	569.92	.00		
52466	MONTHLY STAFF MEETINGS	09/27/2024	340.00	.00		
52466	MILEAGE	09/27/2024	187.60	.00		
52467	ENHANCED STREET SWEEPING PLAN	09/27/2024	2,000.80	.00		
52468	PINE CREEK FINAL DESIGN & CONSTRUCTION	09/27/2024	1,041.33	.00		
Total 8290:			5,817.23	.00		
WIESER BROTHERS, INC.						
23677	CANOE/KAYAK ADA RAMP	08/16/2024	17,520.00	.00		
Total 2338:			17,520.00	.00		
WOLOSEK LANDSCAPING & GOLF COU						
46236	GC - TOP DRESSING FOR GREENS	10/03/2024	1,040.47	.00		
46237	GC - TOP DRESSING FOR GREENS	10/03/2024	1,042.53	.00		
Total 2380:			2,083.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
XCEL ENERGY						
9/24 STMT	CITY HALL GREEN SPACE - 322 S 1ST ST	09/30/2024	8.74	8.74	10/21/2024	
9/24 STMT	UNIT STREET LIGHTS - 33 S WALNUT	09/30/2024	52.38	52.38	10/21/2024	
9/24 STMT	SHORE ACRES - GRINDER PUMPS	09/30/2024	224.23	224.23	10/21/2024	
9/24 STMT	LIFT STATION - 1450 HWY 16	09/30/2024	10.95	10.95	10/21/2024	
9/24 STMT	WELL HOUSE - 200 STONEY POINT RD	09/30/2024	962.97	962.97	10/21/2024	
9/24 STMT	WWTP - 222 HWY 16	09/30/2024	413.03	413.03	10/21/2024	
9/24 STMT	CITY HALL - 315 MAIN ST	09/30/2024	715.36	715.36	10/21/2024	
9/24 STMT	ICE ARENA - 520 S 14TH ST	09/30/2024	2,407.02	2,407.02	10/21/2024	
9/24 STMT	STREET LIGHTS - PO BOX 142	09/30/2024	6,709.94	6,709.94	10/21/2024	
9/24 STMT	SIGN LIGHT - 525 S CHESTNUT	09/30/2024	9.80	9.80	10/21/2024	
9/24 STMT	FLAG LIGHT - 226 MAIN ST	09/30/2024	20.94	20.94	10/21/2024	
9/24 STMT	FLAG LIGHT - 202 MAIN ST	09/30/2024	3.81	3.81	10/21/2024	
9/24 STMT	LIBRARY - 321 MAIN ST	09/30/2024	190.91	190.91	10/21/2024	
9/24 STMT	RESERVOIR - 1026 CRESCENT HILLS	09/30/2024	10.94	10.94	10/21/2024	
9/24 STMT	BOOSTER STATION - 193 MCINTOSH E	09/30/2024	92.56	92.56	10/21/2024	
9/24 STMT	WELL #2 - 400 LARCH	09/30/2024	738.98	738.98	10/21/2024	
9/24 STMT	ABNET FIELD - 1323 SPRUCE	09/30/2024	18.40	18.40	10/21/2024	
9/24 STMT	WELL #3 - 417 WALNUT PL	09/30/2024	1,965.30	1,965.30	10/21/2024	
9/24 STMT	LIFT STATION - 31 MCINTOSH RD E	09/30/2024	9.62	9.62	10/21/2024	
Total 1410:			14,565.88	14,565.88		
Grand Totals:			239,414.03	71,813.83		

Dated: _____

Mayor: _____

City Council: _____

City Recorder: _____

City Treasurer: _____

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

3.1

TO: Honorable Mayor and City Council Members

FROM: Jason Ludwigson, Sustainability Coordinator

DATE: TBD

RE: MnDOT Landscape Partnership Program Resolution FY 2025

Attached for your review and consideration by the City Council is a resolution for the city to participate in the MnDOT Landscape Partnership Program. The Landscape Partnership Program is designed to provide technical and financial assistance to communities that are interested in landscaping state highway rights of way. The program has the following goals: 1. Roadside beautification, 2. Community improvement, and 3. Environmental stewardship.

To date, the city has completed 12 partnership projects and has received approximately \$96,328 in grant funding for landscaping improvements in MnDOT's right of way. There is \$8,000 in funding available for the 2025 project.

The FY 2025 landscape partnership project will include landscape plantings around the dog park and slope that comes up to the Highway 14/61 bridge. In addition, the FY 2025 project will include native prairie plantings in planting beds in front of Kwik Trip and South Walnut Street. A cooperative agreement is being developed for the projects and will be brought to the council at a future meeting.

In order to proceed, we would suggest that the City Council adopt the attached resolution.

RESOLUTION NO. 10-24-36

**A RESOLUTION APPROVING THE CITY OF LA CRESCENT TO ENTER INTO A
MNDOT AGREEMENT WITH THE STATE OF MINNESOTA, DEPARTMENT OF
TRANSPORTATION**

IT IS RESOLVED that the City of La Crescent enter into an agreement with the State of Minnesota, Department of Transportation for the following purposes;

To provide for payment by the State to the City for the acquisition of landscape materials to be placed adjacent to the intersection of Trunk Highway No. 61-14-16, State Project No. (has not yet been assigned.)

IT IS FURTHER RESOLVED that the Mayor and the City Administrator are authorized to execute the Agreement and any amendments to the Agreement.

ADOPTED this 28th day of October 2024.

SIGNED:

Mayor

ATTEST:

City Administrator

3.2



TO: Honorable Mayor and City Council Members

FROM: Tyler Benish, Public Works Director

A handwritten signature in blue ink, appearing to read "Tyler Benish".

DATE: October 23rd, 2024

RE: Authorize expenditure- Grinder Pump Tanks

The City of La Crescent has received \$65,408 in mitigation funds from the 2023 Federally declared disaster that impacted the grinder pump system along Shore Acres Road. The mitigation that has been approved will involve the replacement of 5 existing grinder pump tanks with new sealed tanks as well as elevate the access point to reduce the impacts of future flooding.

The City of La Crescent has received a quote from Minnesota Pump Works for \$29,229 to purchase 5 grinder tanks. Minnesota Pump Works is the only supplier in Minnesota that supplies E-One grinder pumps and tanks.

The remainder of the mitigation funds will be expended on removal, installation, electrical work and landscaping. We are still getting quotes on removal and installation, and will be presented at a future council meeting.

We would suggest the City Council approve the expenditure and utilize the mitigation funds from the 2023 disaster funding.

#3.3



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: October 21, 2024
RE: Personnel Committee Recommendations

The Personnel Committee has the following recommendations for review and consideration by the City Council:

1. That the City Council accept Tom Paulson's resignation, effective November 9, 2024, as the Fire Chief of the La Crescent Fire Department. A letter of resignation is included.
2. That effective November 9, 2024, the City Council appoint Josh Tarrence as the Interim Fire Chief. Mr. Tarrence is currently one of the Assistant Chief's in the La Crescent Fire Department.
3. That the City Council authorize that the position of Fire Chief be posted internally, and that a hiring recommendation will be presented at a future City Council meeting.



La Crescent Fire/Rescue

To: Personnel Committee
La Crescent City Council
Bill Waller – City Administrator
From: Fire Chief Tom Paulson
Date: 10/09/2024

RE: Letter of Resignation

Please accept this letter as formal notification of my intention to resign from the position of Fire Chief of La Crescent Fire Department effective November 9th, 2024.

It has been my honor and privilege to serve as Fire Chief since November of 2015. My intention is to remain on the department in the role of Fire Fighter/First Responder. I will continue to support the department as needed during this transition

Thank you for the opportunity and for your support.

Sincerely,

A handwritten signature in black ink, appearing to read "Tom Paulson".

Tom Paulson, 1801
Fire Chief
La Crescent Fire Department

3.4



CITY OF LA CRESCENT
Department of Police
Chief Luke M. Ahlschlager



October 22, 2024

Honorable Mayor and City Council Members
City Administrator Bill Waller

Re: Canadian Pacific (CP) Holiday Train – December 10th, 2024 | 8pm – 9pm (approx.)

The CP Holiday Train is happy to be back for its 26th year supporting food banks and food shelves across their network by raising money, food, and awareness for food insecurity. CP has announced that they plan to make a stop in La Crescent, MN on Tuesday, December 10th, 2024.

As in previous years, the designated event area will be at the old Commodore Parking Lot located (City Door) on the 200 block of South Chestnut Street. I would like to acknowledge that Maxwell Webber, the owner of the Old Commodore property, has graciously provided permission for the event to take place on his property. CP officials typically request that the La Crescent Police Department (LCPD) provide security, organization, crowd control measures, crowd protections, and vehicle parking assistance for the event.

LCPD is prepared to take the lead in managing the event's security and organization. We can staff the event with police officers and reserve officers. With the assistance of La Crescent City Maintenance, we can also equip the event area with the necessary crowd control measures (barricades and traffic cones), crowd protections, and vehicle parking assistance (barricades, cones, and signs). Additionally, City Maintenance could assist with waste disposal and clean-up efforts following the event.

In cooperation and support of this event, I respectfully request permission for LCPD and City Maintenance to assist in ensuring its success.

Thank you in advance for your consideration.

Sincerely,

3.5



WIESER LAW OFFICE, P.C.

ATTORNEYS AT LAW
WIESER PROFESSIONAL BUILDING
33 SOUTH WALNUT - SUITE 200
LA CRESCENT, MN 55947

KELLY M. IVERSON
AL "SKIP" WIESER, III

PHONE: (507) 895-8200
FAX: (507) 895-8458

AL WIESER, JR.
Emeritus

TO: Honorable Mayor and City Council Members

CC: Bill Waller, City Administrator

FROM: Skip Wieser, City Attorney

DATE: October 25, 2024

RE: Cannabis Business Regulation

Attached find an updated ordinance regulating cannabis business with the City. At the meeting we will review this ordinance with additional provisions that have been added. We will also discuss timeline for final consideration and adoption.

Also attached is an Agenda Request submitted by Council Member Jostad.

ORDINANCE NO. _____

**AN ORDINANCE OF THE CITY OF LA CRESCENT TO REGULATE CANNABIS
BUSINESSES**

The City Council of the City of La Crescent ordains as follows:

SECTION 1 – ADMINISTRATION

1.1 Findings and Purpose

City of La Crescent makes the following legislative findings:

The purpose of this ordinance is to implement the provisions of Minnesota Statutes, chapter 342, which authorizes City of La Crescent to protect the public health, safety, welfare of City of La Crescent residents by regulating cannabis businesses within the legal boundaries of City of La Crescent.

City of La Crescent finds and concludes that the proposed provisions are appropriate and lawful land use regulations for City of La Crescent, that the proposed amendments will promote the community's interest in reasonable stability in zoning for now and in the future, and that the proposed provisions are in the public interest and for the public good.

1.2 Authority & Jurisdiction

City of La Crescent has the authority to adopt this ordinance pursuant to:

- a) Minn. Stat. 342.13(c), regarding the authority of a local unit of government to adopt reasonable restrictions of the time, place, and manner of the operation of a cannabis business provided that such restrictions do not prohibit the establishment or operation of cannabis businesses.
- b) Minn. Stat. 342.22, regarding the local registration and enforcement requirements of state-licensed cannabis retail businesses and lower-potency hemp edible retail businesses.
- c) Minn. Stat. 152.0263, Subd. 5, regarding the use of cannabis in public places.
- d) Minn. Stat. 462.357, regarding the authority of a local authority to adopt zoning ordinances.

Ordinance shall be applicable to the legal boundaries of City of La Crescent.

1.3 Severability

If any section, clause, provision, or portion of this ordinance is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of this ordinance shall not be affected thereby.

1.4 Enforcement

The City of La Crescent, through its police department and building and inspections department, is responsible for the administration and enforcement of this ordinance. Any violation of the provisions of this ordinance or failure to comply with any of its requirements constitutes a misdemeanor and is punishable as defined by law. Violations of this ordinance can occur regardless of whether or not a permit is required for a regulated activity listed in this ordinance.

1.5 Definitions

1. Unless otherwise noted in this section, words and phrases contained in Minn. Stat. 342.01 and the rules promulgated pursuant to any of these acts, shall have the same meanings in this ordinance.
2. Cannabis Cultivation: A cannabis business licensed to grow cannabis plants within the approved amount of space from seed or immature plant to mature plant, harvest cannabis flower from mature plant, package and label immature plants and seedlings and cannabis flower for sale to other cannabis businesses, transport cannabis flower to a cannabis manufacturer located on the same premises, and perform other actions approved by the office.
3. Cannabis Retail Businesses: A retail location and the retail location(s) of a mezzobusinesses with a retail operations endorsement, microbusinesses with a retail operations endorsement, medical combination businesses operating a retail location, excluding lower-potency hemp edible retailers.
4. Cannabis Retailer: Any person, partnership, firm, corporation, or association, foreign or domestic, selling cannabis product to a consumer and not for the purpose of resale in any form.
5. Daycare: A location licensed with the Minnesota Department of Human Services to provide the care of a child in a residence outside the child's own home for gain or otherwise, on a regular basis, for any part of a 24-hour day.
6. Lower-potency Hemp Edible: As defined under Minn. Stat. 342.01 subd. 50.
7. Office of Cannabis Management: Minnesota Office of Cannabis Management, referred to as "OCM" in this ordinance.
8. Place of Public Accommodation: A business, accommodation, refreshment, entertainment, recreation, or transportation facility of any kind, whether licensed or not, whose goods, services, facilities, privileges, advantages or accommodations are extended, offered, sold, or otherwise made available to the public.
9. Preliminary License Approval: OCM pre-approval for a cannabis business license for applicants who qualify under Minn. Stat. 342.17.
10. Public Place: A public park or trail, public street or sidewalk; any enclosed, indoor area used by the general public, including, but not limited to, restaurants; bars; any other food or liquor establishment; hospitals; nursing homes;

auditoriums; arenas; gyms; meeting rooms; common areas of rental apartment buildings, and other places of public accommodation.

11. Residential Treatment Facility: As defined under Minn. Stat. 245.462 subd. 23.
12. Retail Registration: An approved registration issued by the City of La Crescent to a state-licensed cannabis retail business.
13. School: A public school as defined under Minn. Stat. 120A.05 or a nonpublic school that must meet the reporting requirements under Minn. Stat. 120A.24.
14. State License: An approved license issued by the State of Minnesota's Office of Cannabis Management to a cannabis retail business.

SECTION 2 – REGISTRATION OF CANNABIS BUSINESSES

2.1 Consent to registering of Cannabis Businesses

No individual or entity may operate a state-licensed cannabis retail business within City of La Crescent without first registering with City of La Crescent.

Any state-licensed cannabis retail business that sells to a customer or patient without valid retail registration shall incur a civil penalty of up to \$2,000 for each violation.

Notwithstanding the foregoing provisions, the state shall not issue a license to any cannabis business to operate in Indian country, as defined in United States Code, title 18, section 1151, of a Minnesota Tribal government without the consent of the Tribal government.

2.2 Compliance Checks Prior to Retail Registration

Prior to issuance of a cannabis retail business registration, City of La Crescent shall conduct a preliminary zoning verification to ensure compliance with local ordinances.

Pursuant to Minn. Stat. 342, within 30 days of receiving a copy of a state license application from OCM, City of La Crescent shall certify on a form provided by OCM whether a proposed cannabis retail business complies with local zoning ordinances and, if applicable, whether the proposed business complies with the state fire code and building code.

2.3 Registration & Application Procedure

2.3.1 Fees

A registration fee, as established in City of La Crescent's fee schedule, shall be charged to applicants depending on the type of retail business license applied for.

An initial retail registration fee shall not exceed \$500 or half the amount of an initial state license fee under Minn. Stat. 342.11, whichever is less. The initial registration fee shall include the initial retail registration fee and the first annual renewal fee.

Any renewal retail registration fee imposed by City of La Crescent shall be charged at

the time of the second renewal and each subsequent renewal thereafter.

A renewal retail registration fee shall not exceed \$1,000 or half the amount of a renewal state license fee under Minn. Stat. 342.11, whichever is less.

A medical combination business operating an adult-use retail location may only be charged a single registration fee, not to exceed the lesser of a single retail registration fee, defined under this section, of the adult-use retail business.

2.3.2 Application Submittal

The City of La Crescent shall issue a retail registration to a state-licensed cannabis retail business that adheres to the requirements of Minn. Stat. 342.22.

- A. An applicant for a retail registration shall fill out an application form, as provided by the City of La Crescent. Said form shall include, but is not limited to:
 - i. Full name of the property owner and applicant;
 - ii. Address, email address, and telephone number of the applicant;
 - iii. The address and parcel ID for the property which the retail registration is sought;
 - iv. Certification that the applicant complies with the requirements of local ordinances established pursuant to Minn. Stat. 342.13.
- B. The applicant shall include with the form:
 - i. the application fee as required in Section 2.3.1;
 - ii. a copy of a valid state license or written notice of OCM license preapproval;
- C. Once an application is considered complete, the City of La Crescent shall inform the applicant as such, process the application fees, and forward the application to the Building and Inspections Department for approval or denial.
- D. The application fee shall be non-refundable once processed.

2.3.3 Application Approval

- A. A state-licensed cannabis retail business application shall not be approved if the cannabis retail business would exceed the maximum number of registered cannabis retail businesses permitted under Section 2.6.
- B. A state-licensed cannabis retail business application shall not be approved or renewed if the applicant is unable to meet the requirements of this ordinance.
- C. A state-licensed cannabis retail business application that meets the requirements of this ordinance shall be approved.

2.3.4 Annual Compliance Checks

The City of La Crescent shall complete at minimum one compliance check per calendar year of every cannabis business to assess if the business meets age verification requirements, as required under Minn. Stat. 342.22 Subd. 4(b) and Minn. Stat. 342.24 and this ordinance.

The City of La Crescent shall conduct at minimum one unannounced age verification compliance check at least once per calendar year.

Age verification compliance checks shall involve persons at least 17 years of age but under the age of 21 who, with the prior written consent of a parent or guardian if the person is under the age of 18, attempt to purchase adult-use cannabis flower, adult-use cannabis products, lower-potency hemp edibles, or hemp-derived consumer products under the direct supervision of a law enforcement officer or an employee of the local unit of government.

Any failures under this section must be reported to the Office of Cannabis Management.

2.3.5 Location Change

A state-licensed cannabis retail business shall be required to submit a new application for registration under Section 2.3.2 if it seeks to move to a new location still within the legal boundaries of City of La Crescent.

2.4 Renewal of Registration

The City of La Crescent shall renew an annual registration of a state-licensed cannabis retail business at the same time OCM renews the cannabis retail business' license.

A state-licensed cannabis retail business shall apply to renew registration on a form established by City of La Crescent.

A cannabis retail registration issued under this ordinance shall not be transferred.

2.4.1 Renewal Fees.

The City of La Crescent may charge a renewal fee for the registration starting at the second renewal, as established in City of La Crescent 's fee schedule.

2.4.2 Renewal Application.

The application for renewal of a retail registration shall include, but is not limited to:

- Items required under Section 2.3.2 of this Ordinance.

2.5 Suspension of Registration

2.5.1 When Suspension is Warranted.

The City of La Crescent may suspend a cannabis retail business's registration if it violates the ordinance of City of La Crescent or poses an immediate threat to the health or safety of the public. The City of La Crescent shall immediately notify the cannabis retail business in writing the grounds for the suspension.

2.5.2 Notification to OCM.

The City of La Crescent shall immediately notify the OCM in writing the grounds for the suspension. OCM will provide City of La Crescent and cannabis business retailer a response to the complaint within seven calendar days and perform any necessary inspections within 30 calendar days.

2.5.3 Length of Suspension.

The suspension of a cannabis retail business registration may be for up to 30 calendar days, unless OCM suspends the license for a longer period. The business may not make sales to customers if their registration is suspended.

The City of La Crescent may reinstate registration if it determines that the violations have been resolved.

The City of La Crescent shall reinstate the registration if OCM determines that the violation(s) have been resolved.

2.5.4 Civil Penalties.

Subject to Minn. Stat. 342.22, subd. 5(e) the City of La Crescent may impose a civil penalty, as specified in the City of La Crescent's Fee Schedule, for registration violations, not to exceed \$2,000.

2.6 Limiting of Registrations

The City of La Crescent shall limit the number of cannabis retail businesses to three (3).

SECTION 3. REQUIREMENTS FOR CANNABIS BUSINESSES

3.1 Minimum Buffer Requirements

The City of La Crescent shall prohibit the operation of a cannabis business within 700 feet of a school.

The City of La Crescent shall prohibit the operation of a cannabis business within 250 feet of a day care.

The City of La Crescent shall prohibit the operation of a cannabis business within 250 feet of a residential treatment facility.

The City of La Crescent shall prohibit the operation of a cannabis business within 250 feet of an attraction within a public park that is regularly used by minors, including a playground or athletic field.

Pursuant to Minn. Stat. 462.367 subd. 14, nothing in Section 3.1 shall prohibit an active cannabis business or a cannabis business seeking registration from continuing operation at the same site if a school/daycare/residential treatment facility/attraction within a public park that is regularly used by minors moves within the minimum buffer zone.

NOTE TO COUNCIL – Distances not finalized. Distances still approximate. Final draft will have distance reviewed by WHKS to incorporate Council’s consensus from 8/26/2024 meeting.

3.2 Limits on Location

Distances shall be computed by direct measurement from the nearest property line of the land use listed above to the nearest portion of the building being used for the cannabis business. Distances shall be verified by the applicant and confirmed by the person(s) responsible for enforcing this ordinance, via a method deemed acceptable by City of La Crescent.

3.3 Zoning and Land Use

3.3.1 Cultivation.

Cannabis businesses licensed or endorsed for cultivation are permitted as a conditional use in the following zoning districts:

- I, Industrial District

3.3.2 Cannabis Manufacturer.

Cannabis businesses licensed or endorsed for cannabis manufacturer are permitted as a conditional use in the following zoning districts:

- I, Industrial District

3.3.3 Hemp Manufacturer.

Businesses licensed or endorsed for low-potency hemp edible manufacturers permitted as a conditional use in the following zoning districts:

- I, Industrial District

3.3.4 Wholesale.

Cannabis businesses licensed or endorsed for wholesale are permitted as a conditional use in the following zoning districts:

- I, Industrial District

3.3.5 Cannabis Retail.

Cannabis businesses licensed or endorsed for cannabis retail are a permitted use in the following zoning districts:

- C-1, Commercial District
- CBD-2, Central Business District

3.3.6. Cannabis Transportation.

Cannabis businesses licensed or endorsed for transportation are permitted as a conditional use in the following zoning districts:

- I, Industrial District

3.3.7. Cannabis Delivery.

Cannabis businesses licensed or endorsed for delivery are permitted as a conditional use in the following zoning districts:

- C-1, Commercial District
- CBD-2, Central Business District

3.4 Hours of Operation

Cannabis businesses are limited to retail sale of cannabis, cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products between the hours of 10:00 a.m. and 9:00 p.m. seven (7) days per week.

3.5 Advertising

Cannabis businesses are permitted to erect up to two fixed signs on the exterior of the building or property of the business, unless otherwise limited by City of La Crescent’s sign ordinances.

SECTION 4. TEMPORARY CANNABIS EVENTS

4.1 License or Permit Required for Temporary Cannabis Events

4.1.1 License Required

A license or permit is required to be issued and approved by City of La Crescent prior to holding a Temporary Cannabis Event.

4.1.2 Registration & Application Procedure

A registration fee, as established in City of La Crescent’s fee schedule, shall be charged to applicants for Temporary Cannabis Events.

4.1.3 Application Submittal & Review

The City of La Crescent shall require an application for Temporary Cannabis Events.

- A. An applicant for a retail registration shall fill out an application form, as provided by the City of La Crescent. Said form shall include, but is not limited

to:

- i. Full name of the property owner and applicant;
- ii. Address, email address, and telephone number of the applicant;
- iii. Site plan of event space, including location and number of access points;
- iv. Proposed capacity of event space;
- v. Other information as required by the City based on the type or size of the event.

B. The applicant shall include with the form:

- i. the application fee as required in Section 4.1.2;
- ii. a copy of the OCM cannabis event license application, submitted pursuant to 342.39 subd. 2;
- iii. The application shall be submitted to the City Clerk or designee for review. If the designee determines that a submitted application is incomplete, they shall return the application to the applicant with the notice of deficiencies.

The application shall be submitted to the City of La Crescent, or other designee for review. If the designee determines that a submitted application is incomplete, they shall return the application to the applicant with the notice of deficiencies.

C. Once an application is considered complete, the designee shall inform the applicant as such, process the application fees, and forward the application to the Building and Inspections Department for approval or denial.

D. The application fee shall be non-refundable once processed.

E. The application for a license for a Temporary Cannabis Event shall meet the following standards:

- i. Liability insurance satisfactory to City of La Crescent;
- ii. Minimum Buffer Zone Required: A temporary cannabis event shall provide a minimum buffer zone from the following uses: Five Hundred (500) feet from a school;
- iii. Temporary cannabis events shall only occur between the hours of 10:00 a.m. and 9:00 p.m., unless extended by the City Council with approval of a special event permit.
- iv. Adequate security for the event is in place to ensure compliance with the requirements of state law and city code.

- F. A request for a Temporary Cannabis Event that meets the requirements of this Section shall be approved.
- G. A request for a Temporary Cannabis Event that does not meet the requirements of this Section shall be denied. The City of La Crescent shall notify the applicant of the standards not met and basis for denial.

Temporary cannabis events shall only be held at locations approved by La Crescent City Council.

SECTION 5. USE IN PUBLIC PLACES

No person shall use cannabis flower, cannabis products, lower-potency hemp edibles, or hemp-derived consumer products in a public place or a place of public accommodation unless the premises is an establishment or an event licensed to permit on-site consumption of adult-use.

SECTION 6 – PERFORMANCE STANDARDS

6.01 Operation of a cannabis business of the types established by Minnesota Statutes, section 324.10 within the city shall comply with the provisions of this chapter and the following:

- A. Building Code. _____
- B. Zoning Ordinance. The cannabis business shall comply with the provisions of Zoning Ordinance.
- C. Ventilation: A cannabis business shall be ventilated so that the odor of marijuana cannot be detected by a person with a normal sense of smell at the exterior of the cannabis business at the property line.
- D. Age Limitations: No person under twenty-one (21) years of age shall be within the cannabis business premises.
- E. Public View:
 - i. All activities of a cannabis business businesses, including, without limitation, cultivating, growing, processing, displaying, manufacturing, selling, and storage, shall be conducted out of public view.
 - ii. No cannabis or paraphernalia shall be displayed or kept in a business so as to be visible from outside the licensed premises.
- F. Prohibited Activities:
 - i. Consumption or use of cannabis products onsite of a cannabis retail business is prohibited except for licensed microbusinesses.
 - ii. There shall be no outdoor events or sales associated with a cannabis

business; all such activities shall occur within a principal or accessory building, including temporary structures in compliance.

iii. No cannabis business shall occupy a residential dwelling unit.

G. Odor Mitigation. All cannabis cultivation operations, production and processing facilities, including but not limited to any: drying, aging, trimming and packing facilities shall be equipped with the following odor mitigation measures:

i. Installation and maintenance of activated carbon filters on all exhaust outlets to the building exteriors.

ii. Location of exhaust outlets a minimum of 10 feet from the property line and 10 feet above finished grade.

iii. Maintenance of negative air pressure within the facility, or an alternative odor control system approved by the person(s) responsible for enforcing this ordinance, based upon a mechanical engineer licensed in the State of Minnesota, demonstrating the alternative system will control odor equally or better than the required activated carbon filtration system.

iv. All cultivation sites shall utilize dust control measures on access roads and all ground disturbing activities.

SECTION 7 – EFFECTIVE DATE AND EXPIRATION

7.01 This Ordinance shall take effect and be enforced from and after its passage and publication.

PASSED AND ENACTED this _____ day of _____, 2024.

Mayor

ATTEST:

City Administrator

CITY OF LA CRESCENT, MINNESOTA

Agenda Request Form

DATE SUBMITTED: 10/21/24 For 10/28/24 Council Mtg.

SUBMITTED BY: Cheryl Jostad

ISSUE: Public Hearing Related to Full Cannabis Ordinance

ATTACHMENTS:

JUSTIFICATION:

Allow the public to speak to all provisions of proposed cannabis ordinance

ACTION REQUESTED:

At the 10/28/24 Council meeting, ask the Council to call for a public hearing on entire

REVIEWED BY: City Clerk/ Admin. City Attorney Bldg. Insp. Finance Director Public Works City Engineer

RECOMMENDATION:

proposed Cannabis Ordinance

All Agenda Request Forms must be submitted to the City Administrator no later than Noon on the Wednesday preceding the City Council Meeting. The City shall have the discretion to determine if the request will be heard at a City Council Meeting.

#6.1



La Crosse County Convention & Visitors Bureau
Board Meeting
Explore La Crosse Office
123 7th Street South
Tuesday, October 22, 2024
8:00 a.m.

Board of Directors: Dave Ring, President; Jen Burch, Vice President; Chris Roderique, Treasurer; Pete Boese, Secretary; Pat Stephens, Ryan Johnson, Nathan Franklin, Patrick Barlow, Dan Stevens, Barb Janssen, Cheryl Jostad, Dan Wick, Kalynn Kruger, Jay Patel, Ashley Santolin, Dan Kapanke, Kapena Faitau, Vicki Markussen, Brody Meier, Billy Bergeron, David Pierce, Sheila Wieser & Austin Wells

Ad Hoc: Mary Larson (DMI), Beth Franklin (La Crosse Chamber), Jay Odegaard (City of La Crosse Parks and Rec), Elizabeth Poh (La Crosse Center), Brian Meeter (La Crescent Chamber), Debbie Hosch, (La Crescent Area Event Center)

Executive Director: A.J. Frels

AGENDA

1. **Call to Order**
2. **Introduction** - Nadia Turner, Best Western Plus
3. **Wisconsin Action Acceleration** – James Wood
4. **Consent Items**
 - a. **Board Minutes**
September 2024
 - b. **Financial Committee**
Minutes
October 2024
Statements
September 2024
 - c. **Community Updates**
5. **Executive Director's Report** – A.J. Frels
6. **Community Partners Update**
 - a. DMI
 - b. La Crescent Chamber
 - c. La Crosse Chamber

7. Event Center Updates

- a. La Crescent Area Event Center
- b. La Crosse Center
- c. Omni Center

8. Committees

- a. Grants/Membership - Pat Stephens
- b. Convention/Sales - Dan Wick
- c. Marketing/Media - Jay Patel
- d. Belonging and Mattering Committee – Jen Burch
- e. Nominating Committee – Ryan Johnson

9. Old Business

- a. WIAA Update
- b. WIGCOT Update
- c. MACVB Board Seat
- d. UWL/LCCVB Seat - CFO, Vice Chancellor Stephanie Pope
- e. Trolley Update

10. New Business

- a. LCC/LCCVB Collaborative Sessions – Final Document
- b. Meeting with Rebecca Glewen, Trempealeau County Administrator
- c. Midwest Travel Network FAM

11. Adjournment

Next Scheduled Board Meeting – Tuesday, November 19, 2024, at 8:00 a.m. at the LCCVB Office at 123 7th Street South, La Crosse.

explore
LA CROSSE

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LA CROSSE COUNTY CONVENTION & VISITORS BUREAU

BOARD MEETING

September 24, 2024— 8:00 a.m.

Board Members:

Present: Dave Ring, Jen Burch, Pete Boese, Chris Roderique, Dan Wick, Ryan Johnson, Kalynn Krueger, Dan Kapanke,

Nathan Franklin, Ashley Santolin, Dan Stevens, Jay Patel, Barb Janssen, Cheryl Jostad, Austin Wells, Sheila Wieser, Kapena Faitau, Patrick Barlow, Billy Bergeron, Pat Stephens

Excused: David Pierce, Brody Meier, Beth Franklin, Debbie Hosch, Elizabeth Poh, Mary Larson, Brian Meeter, Jay Odegaard

Absent: Vicki Markussen

Others Present: Executive Director: A.J. Frels, Director of Finance & Human Resources: Michelle Hoch

PROCEEDINGS:

D. Ring brought the meeting to order at 8:00 a.m.

Welcome to the Board, Billy Bergeron

Review of the 2023 Audit-Hawkins, Ash CPA's

MOTION: to approve the 2023 Audit as presented. (P. Stephens, D. Wick) Carried.

Consent Items:

MOTION: to approve the Board minutes-August 2024, Finance September 2024 Minutes, Statements August 2024, and Community Updates. (D. Wick, J. Patel) Carried.

EXECUTIVE DIRECTOR REPORT:

-AJ is scheduled to meet with Stephanie from WIAA on October 21st.

-On August 28th AJ attended the Onalaska Room Tax Commission meeting. At that meeting AJ gave an update from Explore La Crosse with the committee. They also approved the room tax budget at that meeting.

-Ben and AJ attended the site inspection for the Minnesota Association CVB conference which is scheduled for October 2-4. They were told that the registration is the highest it has ever been for this conference, and the room block for the Best Western is full.

-Haleigh and Amanda Goodenough presented the BaM program at the Upper Midwest Convention & Visitors Bureau Conference on September 10th. They did an outstanding job. The votes came in from the audience as 49% for Haleigh and Amanda's presentation, and 51% for Springfield, IL. It's wonderful the program made it to the finals for the two to present at the conference.

-AJ has been nominated to serve on the Board of Directors for the Minnesota Association of Convention & Visitor Bureaus.

-The Meetings/Convention and dining program is wrapping up. The target date for completion is September 25th.

-The sessions with the La Crosse Center have wrapped up, and AJ will provide a final rollout by the end of October.

-During AJ's vacation, Erik and Michelle attended the Board of Estimates meeting for the City of La Crosse budget work sessions held on September 5th. The next meeting is scheduled for October 7th, and AJ plans to attend that meeting.

COMMITTEE REPORTS:

Membership - Reports were distributed. Revenue for August was \$9,541.50 budgeted for \$9,970.00.

Grants- Reports were distributed. Thus far, \$95,500 has been awarded in grants.

Convention/Sales- No meeting held.

Marketing/Media-the marketing department has been working with influencers visiting the area, articles for the

2025 Visitors Guide, and Cody on the design of the Visitors Guide.

Belonging and Mattering Committee- the dates are set for the next round of six sessions for 2024-2025 Institute, which will begin in November, and will be held at the Omni Center.

Nominating Committee- Dave Ring presented the slate for 2025 officers; Jen Burch-President, Pete Boese-VP, Chris Roderique-Treasurer, Ryan Johnson-Secretary. This slate will be presented at the October board meeting for discussion and vote.

OLD BUSINESS:

- Wisconsin Action Acceleration Update-AJ met with Jim Wood to further discuss and understand the program. Jim is looking for a core group who would be willing to engage with the project. Information was included in the meeting packet for review.
- La Crescent Event Center-the Event Center has confirmed they will be joining as a member of LCCVB.
- Tourism Impact Videos Update-after some delay on the tourism impact videos, the group is once working on them, and plan to have the finished up soon.

NEW BUSINESS:

- WIGCOT Planning-meetings have begun to plan for the 2025 WIGCOT conference. The Department of Tourism is anticipating around 800 people for attendance, and the department is engaging with a third party to run the convention.

-Renewal of CD

MOTION: to renew the expiring CD to a 24-month with the rate of 3.85%-3.95% (P. Stephens, D. Wick) Carried.

-Draft and Review of 2025 Annual Budget- presented by AJ.

MOTION: To approve the 2025 Annual Budget as presented. (D. Stephens, D. Kapanke) Carried.

Motion: to adjourn at 9:01am. (P. Stephens, J. Patel) Carried.

Next Board Meeting Tuesday, October 22, 2024 at 8:00am.

Respectfully submitted, Michelle Hoch