

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
NOVEMBER 14, 2016

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of November was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, November 14, 2016, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Bernie Buehler, Ryan Hutchinson, Brian Krenz, Dale Williams and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller and City Attorney Skip Wieser.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

**ITEM 1 – CONSENT AGENDA**

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

- 1.1 MINUTES – OCTOBER 24, 2016
- 1.2 BILLS PAYABLE THROUGH NOVEMBER 9, 2016

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

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

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

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

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

**ITEM 3.1 – ELECTION RESULTS – CANVASSING BOARD**

City Administrator Waller presented information on the results of the City General Election, which took place in conjunction with the General Election on Tuesday, November 8, 2016.

Following review and discussion on this information, Member Hutchinson introduced the following resolution and moved its passage and adoption:

**RESOLUTION NO. 11-16-24**

**A RESOLUTION CANVASSING ELECTION RETURNS AND DECLARING THE RESULTS OF THE 2016 CITY ELECTION, CITY OF LA CRESCENT, MINNESOTA**

BE IT RESOLVED by the City Council of the City of La Crescent, Houston and Winona Counties, Minnesota, as follows:

1. It is hereby found, determined and declared that the Judges duly appointed, qualified and acting for the conduct of the City Election for the City of La Crescent for the year 2016 in Precinct No. 1, Precinct No. 2, Precinct No. 3 and Precinct No. 4 in said City, which elections were held in and for said City on November 8, 2016, having duly made and filed with the City Clerk the necessary certificates, registration forms and returns for each and both of said precincts for said City Elections, all of which are now on file with the City Clerk.

2. It is hereby found, determined and declared that the City Election held in and for said City of La Crescent on the 8<sup>th</sup> day of November, 2016, were in all respects duly and legally called and held and that the official returns thereof have been duly canvassed by this City Council pursuant to and as provided for by law.

3. It is hereby found, determined and declared that the ballots cast in Precinct No. 1, Precinct No. 2, Precinct No. 3 and Precinct No. 4 in said City and said City Election, City of La Crescent, November 8, 2016, for the following offices were as follows:

<u>Mayor</u>	<u>Precinct 1</u>	<u>Precinct 2</u>	<u>Precinct 3</u>	<u>Precinct 4</u>	<u>Total Votes</u>
Mike Poellinger	1163	794	441	15	2413
Write-In	51	25	13	0	89
<u>Council Member</u>	<u>Precinct 1</u>	<u>Precinct 2</u>	<u>Precinct 3</u>	<u>Precinct 4</u>	<u>Total Votes</u>
Dale W. Williams	889	539	305	7	1740
Dave Hanifl	562	404	170	3	1139
Brian Krenz	706	435	276	8	1425
Write-In	11	7	6	0	24

4. It is hereby found, determined and declared that the results of the City Election, held in and for said City on November 8, 2016, are in accordance with the tallied aforestated and that the results of said elections as certified by the said Judges are in all things, correct; that Mike Poellinger was duly elected as Mayor of the City of La Crescent for a term of two (2) years and that Dale W. Williams and Brian Krenz were duly elected for City Council members for a term of four (4) years.

ADOPTED this 14<sup>th</sup> day of November 2016.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

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

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

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

### **ITEM 3.2 – CERTIFICATES OF MERIT**

La Crescent Police Chief, Doug Stavenau, reviewed with City Council the issuance of Certificates of Merit and pins to La Crescent Police Officers Christopher S. Frick and Cody N. Bellock for their actions on the evening of December 14, 2015. This was informational and no action was taken.

### **ITEM 3.3 – 2015 AUDIT REVIEW**

Mike Temp from Tostrud & Temp, S.C., Certified Public Accountants, gave an overview to City Council of the 2015 City audit. Following discussion, Member Krenz made a motion, seconded by Member Buehler, as follows:

### **MOTION TO ACCEPT THE FINANCIAL STATEMENTS AND INDEPENDENT AUDITOR'S REPORT FOR THE CITY OF LA CRESCENT FOR 2015 AS PRESENTED.**

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

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

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

**ITEM 3.4 – 2017 MUNICIPAL STATE AND STREET PROJECT**

City Administrator Waller reviewed with City Council a recommendation to consider South Third Street, between Elm Street and Maple Street, as a street maintenance/reconstruction project in 2017. This project would be constructed with the City’s 2017 allotment of Municipal State Aid funds. It was recommended that City Council authorize the City Engineer to prepare construction cost estimates regarding two alternatives. The first alternative would be a maintenance project and would involve new pavement and replacement of the bad sections of curb and gutter. The second option would be a reconstruction project and would look at alternatives regarding street width and the installation of new sidewalk. As part of the process, the underground utilities would be evaluated and incorporated into the report. The cost for the City Engineer to prepare this report would be between \$1,500 and \$2,000. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO AUTHORIZE THE CITY ENGINEER TO PREPARE COST ALTERNATIVES FOR A STREET MAINTENANCE/RECONSTRUCTION PROJECT IN 2017 FOR SOUTH THIRD STREET, BETWEEN ELM STREET AND MAPLE STREET.**

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

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

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

**ITEM 3.5 – LA CRESCENT TOWNSHIP REQUEST**

City Administrator Waller reviewed with City Council a request from La Crescent Township to participate in the cost of the replacement of the guard rail along Crescent Hills Drive. Crescent Hills Drive has not been annexed by the City, but the property on either side of the road is within the City limits. The City’s portion of the project would be \$17,550. This is not a budgeted item in 2016 and would require City Council to amend the 2016 general fund budget and authorize reimbursement to La Crescent Township. Following discussion, Member Williams made a motion, seconded by Member Buehler, as follows:

**MOTION TO AUTHORIZE REIMBURSEMENT TO LA CRESCENT TOWNSHIP IN THE AMOUNT OF \$17,550 AS CONTRIBUTION TO THE COST OF THE REPLACEMENT OF THE GUARD RAIL ALONG CRESCENT HILLS DRIVE AND TO AMEND THE 2016 GENERAL FUND BUDGET FOR THIS EXPENDITURE AND THAT FUNDS FOR THE PROJECT WOULD BE TRANSFERRED FROM THE CITY’S BONDS PAID UP ACCOUNT.**

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

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

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

**ITEM 3.6 – PERSONNEL COMMITTEE RECOMMENDATION**

City Administrator Waller reviewed with City Council a recommendation from the Personnel Committee that the probationary status be removed for Chris Fortsch as the City’s Office Assistant. Effective November 23, 2016, Ms. Fortsch will have successfully completed her six month probationary period and it is recommended that the probationary status be removed and that she be classified as a regular City of La Crescent employee. Following discussion, Member Williams made a motion, seconded by Member Buehler, as follows:

**MOTION TO APPROVE THE PROBATIONARY STATUS BE REMOVED FOR CHRIS FORTSCH AS THE CITY’S OFFICE ASSISTANT EFFECTIVE NOVEMBER 23, 2016 AS SHE HAS SUCCESSFULLY COMPLETED HER SIX MONTH PROBATIONARY PERIOD AND THAT SHE BE CLASSIFIED AS A REGULAR CITY OF LA CRESCENT EMPLOYEE.**

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

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

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

**ITEM 3.7 – CALL FOR SPECIAL CITY COUNCIL MEETING**

City Administrator Waller reviewed with City Council a recommendation to call for a special meeting on Monday, November 21, 2016 at 5:30 PM in the Community Building. The meeting would be a joint meeting of the City Council, Planning Commission, Economic Development Commission and Park and Recreation Commission. The agenda items would include the following:

1. Review of the process for the City to sell or lease property.
2. Review of the process for the City to amend comprehensive plans, and what actions would require an amendment.
3. Review a site plan for the proposed hotel/event center project; consider a proposal from MSA to update site plan for Veterans Park that incorporates the hotel/event center; discussion regarding land that is now Veterans Park being incorporated into the site plan for the proposed hotel/event center project; and review in general the opportunities for tax increment financing assistance for the project.

4. Review the City owned parcel of property on Walnut Place, including the appraisal and an offer to purchase the property; review the proposed plans; and consider authorizing the City Attorney to prepare an option that would allow the developer to proceed with working to finalize his development plans.
5. Discussion regarding the race track parcel of property that was recently annexed into the City of La Crescent; consider a proposal from the City's engineer to extend City services to the area; consider authorizing the City Attorney to prepare an option for the City to purchase the race track property; and consider authorizing the City Engineer to prepare a proposal to prepare development alternatives and cost estimates regarding the development of a new City subdivision on the property.
6. Review the conceptual plan for Stoney Point property.

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

**MOTION TO CALL FOR A SPECIAL MEETING ON MONDAY, NOVEMBER 21, 2016 AT 5:30 PM IN THE COMMUNITY BUILDING AS A JOINT MEETING OF THE CITY COUNCIL, PLANNING COMMISSION, ECONOMIC DEVELOPMENT COMMISSION AND PARK AND RECREATION COMMISSION TO INCLUDE THE ITEMS PRESENTED ABOVE.**

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

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

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

**ITEM 6.1 – STAFF CORRESPONDENCES/COMMITTEE UPDATES – DEVELOPMENT COMMISSION MINUTES – 10/27/2016**

City Council reviewed the minutes from the October 27, 2016 La Crescent Economic Development Commission meeting. No action taken.

**ITEM 8 – CHAMBER OF COMMERCE**

The La Crescent Chamber gave an update on their activities including the Holiday Parade on December 9, 2016.

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

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

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:00 PM.

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

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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