

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
NOVEMBER 24, 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 November was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, November 24, 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, Public Works Director Tyler Benish, Community Development Director Larry Kirch (via Zoom), Sustainability Coordinator Jason Ludwigson, City Engineer Tim Hruska, and City Clerk Angie Boettcher.

Also, in attendance (via Zoom) was HKGi Senior Landscape Architect Amy Bower.

**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 – NOVEMBER 10, 2025
- 1.2 BILLS PAYABLE THROUGH NOVEMBER 21, 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 Williams 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 – PLANNING COMMISSION MINUTES – NOVEMBER 4, 2025**

**CONDITIONAL USE PERMIT APPLICATION/GYM ADDITION – 32 CRESCENT AVE.**

Community Development Director Larry Kirch (via Zoom) reviewed with City Council a Conditional Use Application from Monty and Wayne Christopherson, 32 Crescent Avenue, for a 1,420 square foot recreational facility addition. The Planning Commission is recommending that City Council deny the Conditional Use Permit based on the following findings:

**12.06 CONDITIONAL USE PERMITS**

Subd. 1. PERMIT REQUIRED. It shall be unlawful to use any structure or land for any purpose requiring a conditional use permit in the zoning district in which the property is located without first obtaining a conditional use permit from the city. Where applicable, a building permit shall also be obtained from the city.

Subd. 2. CHANGES IN PERMITS. Any change involving structural alterations, enlargement, intensification of use, or similar change not specifically permitted by the conditional use permit issued shall require an amended conditional use permit and all procedures shall apply as if a new permit were being issued.

Subd. 3. CRITERIA FOR GRANTING CONDITIONAL USE PERMITS. In granting a conditional use permit, the La Crescent City Council shall consider the advice, recommendations and findings of the Planning Commission and the effect of the proposed use on upon the health, safety, morals and general welfare of occupants of surrounding lands. The City Council may make the following findings where applicable:

- A. That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.**

Response (findings): The proposed conditional use would not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted. The proposed home occupation could potentially diminish or impair property values within the immediate vicinity.

- B. That the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area. The adjoining property is already developed.**

Response (findings): The proposed project will not impede any development as the surrounding properties are established developments.

**C. That adequate utilities, access roads, drainage and other necessary facilities have been or are being provided.**

Response (findings): The current utilities, access roads, drainage, and facilities are provided for a single-family occupancy, not for the potential home occupancy.

**D. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.**

Response (findings): The current driveway having the ability to hold six vehicles, is adequate for a single-family occupancy. Adding more parking spaces indicates more traffic and that the use is intended for a home occupation.

**E. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result. The use is consistent with the purposes of the zoning code and the purposes of the zoning district in which the applicant intends to locate the proposed use.**

Response (findings): The proposed use is in conflict with the City of La Crescent Zoning Ordinance in regards to home occupations.

**F. The use is not in conflict with the policies of the City of La Crescent.**

Response (Findings): The proposed use is in conflict with the City of La Crescent Zoning Ordinance in regards to home occupations.

**G. The use will not cause traffic hazards or congestion.**

Response (Findings): The proposed use could potentially cause a traffic hazard depending on how many and how often vehicle, are coming and going.

**H. Existing uses will not be adversely affected because of curtailment of customer trade brought about by intrusion of noise, glare or general unsightliness.**

Response (Findings): Existing uses will not be adversely affected.

## STAFF FINDINGS AND RECOMMENDATION

City staff has reviewed the communications with the applicant, the submitted application, the applicant's response to the CUP criteria, reviewed the city zoning district regulations for the R1- Low Density Residential Zoning District, and the regulations in regards to home occupations.

Staff has received contradicting information in regards to the purpose of the addition. After review, staff believes that the intended use will be for a home occupation.

Based on staff's determination, the proposed use would not be allowed under the following regulations;

### 12.10 General Provisions, Subd. 9 Home Occupations

Home Occupations are allowed as a conditional use in residential dwellings subject to the following restrictions.

- A. The use of the dwelling unit for the home occupation shall be clearly incidental and subordinate to its use for residential purposes by its occupants, and not more than twenty-five (25) percent of the floor area of the dwelling unit shall be used in the conduct of the home occupation.

**The proposed addition for the home occupation would be approximately 40% of the structure of the home which exceeds the 25% allowable use under the Zoning Ordinance.**

- B. There shall be no change in the outside appearance of the building or premises, or other visible evidence of the conduct of such home occupation other than one sign, not exceeding one (1) square foot in area, non-illuminated, and mounted flat against the wall of the main building.

**There is a significant change to the outside appearance of the structure.**

- C. The home occupation shall not change the fire rating of the structure.

**Adding a basketball court/gymnasium would change the occupancy use for that area to an Assembly Occupancy which would require different fire ratings and protection then the Residential Occupancy.**

The staff finds that the proposed use does not meet all the CUP criteria in Section 12.06, Subd. 3 of the Zoning Code and recommends denial of the CUP for the aforementioned reasons. The proposed use, as a gym to coach "tenants", is not an allowable conditional use under the Zoning Ordinance.

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

**MOTION TO DENY THE CONDITIONAL USE PERMIT APPLICATION FROM MONTY AND WAYNE CHRISTOPHERSON, 32 CRESCENT VALLEY FOR A 1,420 SQUARE FOOT RECREATIONAL FACILITY ADDITION BASED ON THE STATED FINDINGS.**

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 – LIGHTING ALTERNATIVES FOR WALNUT STREET REDEVELOPMENT**

City Engineer Tim Hruska and HKGi Senior Landscape Architect Amy Bower (via Zoom) reviewed with City Council options for lighting the Walnut Street reconstruction corridor. City staff have reviewed the options and are recommending that City Council select the lighting style that continues what is used on the Wagon Wheel pedestrian bridge over Highway 14/61. Lower Height poles will provide pedestrian level lighting of the corridor with higher fixtures providing illumination for the intersections. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

**MOTION TO APPROVE THE LIGHTING STYLE THAT IS USED ON THE WAGON WHEEL PEDESTRIAN BRIDGE OVER HIGHWAY 14/61.**

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 – REVIEW CRESCENT HILLS SANITARY SEWER REPORT**

City Engineer Tim Hruska reviewed the feasibility study to extend sanitary sewer service to the Crescent Hills area. Mr. Hruska and Public Works Director Tyler Benish plan to conduct a public engagement

meeting with the Crescent Hills residents in January or February. This was informational only. No action was required.

### **ITEM 3.4 – REVIEW CONCEPTS FOR MAIN STREET REDEVELOPMENT**

City Engineer Tim Hruska reviewed the feasibility study of Main Street with City Council. The purpose of the study was to review options for the future configuration of Main Street. This was informational only. No action was required.

### **ITEM 3.5 – 2025 STORMWATER ANNUAL MEETING**

Sustainability Coordinator Jason Ludwigson and City Engineer Tim Hruska were in attendance to conduct the City’s annual stormwater meeting. This satisfies one of the requirements of the stormwater permit’s public participation/involvement sections. The public was allowed to review and comment on the City’s Public Education, Outreach, and Public Involvement Program Implementation Plan/SWPPP. A copy of the document was included. Mayor Poellinger asked for any public comment. City resident, Krista Bernau was in attendance and made a comment regarding additional public educational opportunities in conjunction with the La Crescent Live series.

### **ITEM 3.6 – PARTNERS IN ENERGY GRADUATE SUPPORT MOU**

Sustainability Coordinator Jason Ludwigson reviewed a Memorandum of Understanding (MOU) with City Council between the City of La Crescent and Xcel Energy. Xcel Energy partners with the Minnesota Center for Energy and Environment to help administer the Partners in Energy Program. The City of La Crescent has previously been a participant in the Partners in Energy Program and is once again eligible. Three areas of focus have been identified:

1. Business outreach support on energy efficiency, renewable energy, and electrification
2. Residential outreach energy efficiency, renewable energy, and electrification
3. Collaboration with area communities on energy opportunities

The MOU provides \$1,500 of reimbursable expenses. The City plans to use the funds for mailing residents’ information about programs that help them save energy and money. It was recommended that City Council approve the MOU. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Langen as follows:

### **MOTION TO APPROVE THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LA CRESCENT AND EXCEL ENERGY PARTNERS IN ENERGY PROGRAM 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 3.7 – STONEY POINT FOREST HABITAT RESTORATION PROJECT BIDS**

Sustainability Coordinator Jason Ludwigson reviewed with City Council the Request for Proposals for the Stoney Point Phase II Forest Habitat Restoration Project, which the City issued on August 29, 2025. The City received one proposal for the project from Natural Resource Preservation, LLC for \$44,994.18. The CPL Grant amount is \$49,875. It was recommended that City Council approve the proposal from Natural Resource Preservation, LLC. If approved, the City would start the process of a contract agreement with Natural Resource Preservation LLC which would be brought back to a future City Council meeting. Following discussion, Member Williams made a motion, seconded by Member Langen as follows:

**MOTION TO APPROVE THE PROPOSAL FROM NATURAL RESOURCE PRESERVATION, LLC FOR \$44,994.18 TO COMPLETE THE STONEY POINT PHASE II FOREST HABITAT RESTORATION PROJECT AND TO MOVE FORWARD WITH A CONTRACT AGREEMENT.**

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 3.8 – SUSTAINABILITY COORDINATORS 2025 YEAR END REPORT**

Sustainability Coordinator Jason Ludwigson reviewed his 2025 year-end report with City Council to highlight the grant funding secured for the city and the many completed projects from 2025. These projects align with the framework developed by the MPCA to improve community sustainability with the GreenStep program. This item was informational only. No action was required.

**ITEM 3.9 – 2026 MARKETING & PROMOTIONAL AGREEMENTS**

City Council reviewed the 2026 Marketing and Promotional agreement between the City of La Crescent and the La Crescent Area Chamber of Commerce. It was recommended that City Council approve the agreement. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE 2026 MARKETING AND PROMOTIONAL AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND THE LA CRESCENT AREA CHAMBER OF COMMERCE.**

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.

City Council reviewed the 2026 Marketing and Promotional agreement between the City of La Crescent and the La Crosse County Convention & Visitor Bureau Inc. It was recommended that City Council approve the agreement. Following discussion, Member Langen made a motion, seconded by Member O’Donnell-Ebner as follows:

**MOTION TO APPROVE THE 2026 MARKETING AND PROMOTIONAL AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND THE LA CROSSE COUNTY CONVENTION & VISITOR BUREAU, INC.**

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

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

and Member Jostad abstained. The motion was declared duly carried by a 4-0 vote.

City Council reviewed the 2026 Marketing and Promotional agreement between the City of La Crescent and the La Crescent Area Event Center, Inc. It was recommended that City Council approve the agreement. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE 2026 MARKETING AND PROMOTIONAL AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND LA CRESCENT AREA EVENT CENTER, INC.**

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 3.10 – PERSONNEL COMMITTEE RECOMMENDATION**

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

1. The Personnel Committee is recommending that the City Council accept Garrett Pritchard's resignation as a Firefighter for the City of La Crescent effective November 1st, 2025. A letter from the Fire Chief regarding the recommendation was included. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION TO ACCEPT GARRETT PRITCHARD'S RESIGNATION AS A FIREFIGHTER FOR THE CITY OF LA CRESCENT EFFECTIVE NOVEMBER 1<sup>ST</sup>, 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.

2. The Personnel Committee is recommending that the City Council’s delegated authority be given to the Personnel Committee, City Administrator, Public Works Director, and City Attorney Wieser to meet with an employee and their union representative to address a step 3 grievance and any other subsequent steps in the grievance process. This is consistent with the action taken by the City Council in 2022 regarding a step 3 grievance submitted by the AFSCME Union on behalf of a City employee. Following discussion, Member Langen made a motion, seconded by Member Williams as follows:

**MOTION TO DELEGATE AUTHORITY TO THE PERSONNEL COMMITTEE, CITY ADMINISTRATOR, PUBLIC WORKS DIRECTOR, AND CITY ATTORNEY WIESER TO MEET WITH AN EMPLOYEE AND THEIR UNION REPRESENTATIVE TO ADDRESS A STEP 3 GRIEVENCE AND ANY OTHER SUBSEQUENT STEPS IN THE GRIEVANCE PROCESS.**

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 3.11 – REVIEW 2026 GENERAL FUND BUDGET/LEVY**

Public Works Director Tyler Benish reviewed the proposed 2026 general fund budget/levy with City Council. The Council was given the opportunity to ask questions regarding the budget/levy.

**ITEM 3.12 – TAX CERTIFICATION RESOLUTION**

Public Works Director Tyler Benish reviewed with City Council a Resolution presented annually for properties making special levies for the collection with real estate taxes in the Calendar Year 2026. Following discussion, Member Williams introduced the following resolution and moved its passage and adoption:

**RESOLUTION 11-25-34  
RESOLUTION MAKING SPECIAL LEVIES FOR  
COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE  
CALENDAR YEAR 2026**

BE IT RESOLVED by the City Council of the City of La Crescent, Minnesota as follows:

1. It is hereby found and determined and declared that the amounts set forth in a column at the right to be levied as a special assessment against the listed property and to be collected in the calendar year 2026 as provided by law.

<b>HOUSTON CO. AUDITOR REF. NUMBER</b>	<b>PROPERTY OWNER</b>	<b>CITY ACCOUNT #</b>	<b>AMOUNT TO BE LEVIED IN 2025</b>	<b>CODE</b>
25.0071000	TIPPETTS RENTALS, LLC	111001.12	44.30	80
25.0071000	TIPPETTS RENTALS, LLC	111027.19	102.72	80
25.0071000	TIPPETTS RENTALS, LLC	111027.20	253.04	80
25.0071000	TIPPETTS RENTALS, LLC	111035.25	772.01	80
25.0136000	MICHAEL & MARY VANGYIJA	113031.04	131.68	80
25.2193000	BASSEL & JOYCE ABDULKARIM	121032.01	51.02	80
25.1595000	RICHARD & CAROLYN BAKER	122013.04	145.74	80
25.0431000	DALE & MARCIA WEBBER	207008.00	408.36	80
25.0388000	JEFFREY & SUSAN LIEBSCH	207027.00	125.39	80
25.1257003	BILL KISTLER	303029.03	234.58	80
25.9121000	BILL KISTLER	303048.03	202.20	80
25.9107000	BILL KISTLER	303055.04	52.24	80
25.1403000	RICHARD & CAROLYN BAKER	310030.09	73.57	80
25.1393000	GREAT RIVER INVESTMENTS	311041.11	526.18	80
25.1266025	AMANDA KLOSS	313049.01	429.09	80
25.0848000	RICHARD AMES	108020.00	759.94	80
25.0848000	RICHARD AMES	INV 3204 & 3222	188.11	80
25.1064000	MARK McALEAR	INV 3221,3227,3203	376.20	80
08.0718000	JAMIE PUENT	INV 3226	117.57	80

ADOPTED this 24<sup>th</sup> day of November, 2025.

ATTEST:

SIGNED:

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

\_\_\_\_\_  
Mayor

The motion for the adoption of the foregoing resolution was duly seconded by Member O'Donnell-Ebner and upon a roll call vote taken and tallied by the City Clerk, the following Members present 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 3.13 HOLIDAY TRAIN/DECEMBER 12 – ROAD CLOSURE**

City Council reviewed a letter from Police Chief Luke Ahlschlager regarding the Canadian Pacific Kansas City (CPKC) Holiday Train visit on December 12, 2025, from 2:00 pm to 3:00 pm. To keep the event safe and running smoothly, South Chestnut Street will be closed to general traffic and parking from Highway 16 to Main Street, between 1:30 PM and 3:00 PM. Barricades and signs will be placed at both ends of the closure. Per CPKC request, the La Crescent Police Department will provide:

- 4-6 La Crescent Police Officers and Reserve Officers
- Coordination with City Maintenance for barricades, signage, and cleanup
- Vehicle-as-Weapon (VAW) protection using a front loader or dump truck at both ends of the viewing area.

It was recommended that City Council approve the LCPD and City Maintenance to assist with planning and operations and the road closure. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Langen as follows:

**MOTION TO APPROVE THE ROAD CLOSURE OF SOUTH CHESTNUT STREET, ASSISTANCE FROM THE LA CRESCENT POLICE DEPARTMENT AND THE CITY MAINTENANCE DEPARTMENT FOR THE CANADIAN PACIFIC KANSAS CITY HOLIDAY TRAIN VISIT ON DECEMBER 12, 2025, FROM 1:30 PM TO 3:00 PM 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.

**6. STAFF CORRESPONDENCE/COMMITTEE UPDATES**

6.1 EXPLORE LA CROSSE

City Council reviewed the November 18, 2025, Explore La Crosse Board meeting agenda and the October 21, 2025, meeting minutes.

6.2 LEAD AND COPPER TESTING RESULTS

City Council reviewed the Lead and Copper Tap Water Monitoring Report from the Minnesota Department of Health. The City of La Crescent sampled 22 residents during the month of October. The results did not exceed the action level for Lead and Copper.

**8. CHAMBER OF COMMERCE**

Chamber of Commerce representative Krista Bernau was in attendance and provided an update.

There being no further business to come before the Council at this time, Member O’Donnell-Ebner made a motion, seconded by Member Langen 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 6:02 P.M.

APPROVAL DATE: December 8, 2025

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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