

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
NOVEMBER 8, 2021

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 8, 2021.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Cheryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: Member Ryan Hutchinson. Also present was City Administrator Bill Waller, City Attorney Skip Wieser and City Administrative Assistant Angie Boettcher.

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

**ITEM 1 – CONSENT AGENDA**

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

- 1.1 MINUTES – OCTOBER 25, 2021
- 1.2 BILLS PAYABLE THROUGH NOVEMBER 4, 2021

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

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

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

Cheryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried by a 4-0 vote.

**ITEM 3.1 – HORSE TRACK MEADOWS WEST FINAL PLAT**

City Attorney Wieser reviewed with City Council that the City Planning Commission has recommended approval of the Horse Track Meadows West Development. City Council reviewed City Attorney Wieser's Memo, the City Planning Commission Minutes, the proposed final plat, and the October 29, 2021 engineering review conducted by WHKS. Following discussion, it was recommended to City Council to approve the final plat of Horse Track Meadows West with the following conditions and findings:

Conditions:

1. That the City accept reduction of the walking path from twenty (20) feet, as contained in Horse Track Meadows plat of Lot 54, to ten (10) feet, as contained in Horse Track Meadows West plat.
2. That a ten (10) foot publicly dedicated utility easement be included along the north line of Lots 1-3.
3. That a line of credit be approved by the City Attorney and City Administrator.
4. That the applicant obtains the necessary permits as contained in WHKS report dated October 29, 2021.
5. That the Grading and Utility Plan be approved by WHKS as recommended in WHKS report dated October 29, 2021.
6. That the Developer provide an updated Certificate of Insurance listing the City as an additional insured as required by both development agreements.

Findings:

1. The property owner proposes to use the property in a reasonable manner permitted by the Zoning Ordinance.
2. The request is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan.
3. The basic layout of streets and lots are acceptable.
4. The property commonly referred to as the "Horse Track Meadows" and "Horse Track Meadows West" were annexed by the City in September 2016 in order to make sure future development was done in the City.
5. In July 2019, the City of La Crescent approved an amendment to its Sewer Conveyance Agreement with the City of La Crosse to provide municipal sewer to the Horse Track Meadows property.
6. Developer has demonstrated an increased need in single family housing inventory within the City of La Crescent. Further the need for multi-family/apartment building is being satisfied before other developments within the City.

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

**MOTION TO APPROVE THE FINAL PLAT OF HORSE TRACK MEADOWS WEST WITH THE CONDITIONS AND FINDINGS STATED ABOVE.**

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

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 by a 4-0 vote.

**ITEM 3.2 – HORSE TRACK MEADOWS WEST DEVELOPMENT AGREEMENT**  
**ITEM 3.3 – AMENDMENT TO HORSE TRACK MEADOWS DEVELOPMENT AGREEMENT**

City Attorney Wieser reviewed with City Council the Horse Track Meadows West Development Agreement & the Horse Track Meadows Third Amendment to Development Agreement. The Horse Track Meadows West Development Agreement is significantly the same as the Horse Track Meadows Development Agreement. The areas to highlight are as follows:

1. Developer letter of credit in the amount of \$184,806.88 for Horse Track Meadows West and \$50,000.00 for Horse Track Meadows totaling \$234,806.88. The letter of credit will cover both the Horse Track Meadows and the Horse Track Meadows West Development. The amount of the letter of credit has been approved by WHKS & Co. The portion for the Horse Track Meadows West is based on the estimates contained on Exhibit B of the Agreement. The letter of credit will remain in place 2 years after City acceptance of the developer improvements.
2. Section 8.2 requires the developer to reimburse the City \$9,500.00 for WHKS fees for the developer.

The purpose of the Third Amendment is to reduce the letter of credit as WHKS has certified that the developer has completed the developer's work to the satisfaction of WHKS. Also, that the developer will contribute \$7,000.00 to the City for the additional cost of delaying the installation of the wear course by one (1) year. Lastly, the developer's timeframe to finalize the walking trail is extended to July 1, 2022.

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

**MOTION TO APPROVE THE HORSE TRACK MEADOWS WEST DEVELOPMENT AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND MSM DEVELOPMENT, LLC AND TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE AGREEMENT.**

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

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 by a 4-0 vote.

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

**MOTION TO APPROVE THE HORSE TRACK MEADOWS THIRD AMENDMENT TO DEVELOPMENT AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND MSM DEVELOPMENT, LLC AND TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE AGREEMENT.**

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

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 by a 4-0 vote.

### **ITEM 3.4 – WAGON WHEEL PROJECT PHASE I BID RESULTS**

City Administrator Waller reviewed with City Council the bid results to pave the balance of the first phase of the Wagon Wheel Improvement project. The City has received a \$86,210.00 Local Trail Connections Program grant from the Minnesota Department of Natural Resources that will pay for 74% of the cost to pave the portion of the first phase of the Wagon Wheel improvement project that is not currently paved. The total estimated project cost is \$116,500.00. The City's 2022 general fund budget includes \$30,280.00 for the local share of the project costs. The project will be completed in the spring of 2022. It was recommended to City Council to accept the bid from Mathy Construction in the amount of \$96,333.75. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner, as follows:

#### **MOTION TO ACCEPT THE BID FROM MATHY CONSTRUCTION IN THE AMOUNT OF \$96,333.75 TO PAVE THE BALANCE OF THE FIRST PHASE OF THE WAGON WHEEL IMPROVEMENT PROJECT.**

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

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 by a 4-0 vote.

### **ITEM 3.5 – PERSONNEL COMMITTEE RECOMMENDATIONS**

City Administrator Waller and City Attorney Wieser reviewed with City Council the following recommendations from the Personnel Committee:

1. The Personnel Committee is recommending that the City Council approve an increase to the monthly salaries for the City Council and Mayor. Presently City Council members earn \$400.00 per month and the Mayor earns \$500.00 per month. The last increase in the salary for these positions occurred in January of 2009. The Personnel Committee is recommending that the salary for members of the City Council be increased to \$500.00 per month, and that the salary for the Mayor be increased to \$600.00 per month. The proposed increase would take effect January 1, 2023. City Council reviewed a spreadsheet from the League of Minnesota Cities that shows the salaries of Mayors and City Council members from

communities around the State. City Council also reviewed the Personnel Committee's basis for recommending the increase in salaries. City Attorney Wieser reviewed the requirements to increase the salary for these positions. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

**MOTION TO APPROVE THE SALARY FOR MEMBERS OF THE CITY COUNCIL BE INCREASED TO \$500.00 PER MONTH, AND THAT THE SALARY FOR THE MAYOR BE INCREASED TO \$600.00 PER MONTH.**

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

Dale Williams	Yes
Mike Poellinger	Yes

Member Cherryl Jostad and Member Teresa O'Donnell-Ebner voted against the same. The motion failed due to a 2-2 vote.

2. Justin Thorsen's resignation as Police Sergeant for the City of La Crescent. City Council reviewed Sgt. Thorsen's letter of resignation to Chief Stavenau. The Personnel Committee is recommending that the City Council accept Sgt. Thorsen's resignation, and authorize that the position of Police Officer be advertised. A hiring recommendation will be presented at a future City Council meeting. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

**MOTION TO ACCEPT SGT. THORSEN'S RESIGNATION FROM THE LA CRESCENT POLICE DEPARTMENT AND AUTHORIZE THAT THE POSITION OF POLICE OFFICER BE ADVERTISED WITH A HIRING RECOMMENDATION TO BE PRESENTED AT A FUTURE CITY COUNCIL MEETING.**

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

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 by a 4-0 vote.

3. Debbie Shimshak, the City's Finance Director, informing the City of her intent to retire at the end of July, 2022. City Council reviewed a letter from Ms. Shimshak. Ms. Shimshak plans for her last day in the office to be June 30, 2022, after the completion of the City's 2021 audit. City Council reviewed a narrative and timeline regarding Ms. Shimshak's resignation. The Personnel Committee is recommending that at a date in the future Kara Tarrence, the City's Accountant, be promoted to the position of Finance Director. It was also recommended to City Council to authorize that the position of Bookkeeper be advertised and that a hiring recommendation would then be presented at a future City Council meeting. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

**MOTION TO AUTHORIZE THAT THE POSITION OF BOOKKEEPER BE ADVERTISED WITH A HIRING RECOMMENDATION TO BE PRESENTED AT A FUTURE CITY COUNCIL MEETING.**

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

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 by a 4-0 vote.

4. To authorize the City Attorney to review and establish a Post-Retirement Healthcare Savings Plan for full-time City employees not represented by a bargaining unit. Currently, non-bargaining unit employees would receive 50% of their accumulated sick leave in a lump sum cash payment. City employees represented by a bargaining unit would have 60% of their accumulated sick leave paid into a healthcare savings plan. It is recommended that for Ms. Shimshak, given her years of service along with the advance notice that she is providing, that 100% of her accumulated sick leave be paid into a healthcare savings plan. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

**MOTION TO AUTHORIZE THE CITY ATTORNEY TO ESTABLISH A POST-RETIREMENT HEALTHCARE SAVINGS PLAN FOR FULL-TIME CITY EMPLOYEES NOT REPRESENTED BY A BARGAINING UNIT AND REVIEW AT A FUTURE CITY COUNCIL MEETING.**

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

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 by a 4-0 vote.

5. To authorize the City Attorney to prepare a Phased Retirement Option for Ms. Shimshak. This is an option that is available under the State of Minnesota's retirement plan. As proposed, in August and September of 2022, Ms. Shimshak would work 20 hours per week, and in October of 2022, Ms. Shimshak would work 10 hours per week. This would be of tremendous assistance to the City with numerous items, including the preparation of the City's 2023 budget. As part of the Phased Retirement Option, Ms. Shimshak would stay on the City's insurance through the end of October 2022, with the current City contribution towards insurance. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

**MOTION TO AUTHORIZE THE CITY ATTORNEY TO PREPARE A PHASED RETIREMENT OPTION FOR MS. SHIMSHAK.**

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

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 by a 4-0 vote.

6. To authorize the City Attorney to prepare a memo of understanding with the AFSCME union to increase Ms. Tarrence's wages by \$3 per hour, effective January 1, 2022. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

**MOTION TO AUTHORIZE THE CITY ATTORNEY TO PREPARE A MEMO OF UNDERSTANDING WITH THE AFSCME UNION TO INCREASE MS. TARRENCE'S WAGES BY \$3.00 PER HOUR, EFFECTIVE JANUARY 1, 2022.**

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

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 by a 4-0 vote.

City Council also reviewed Kayce Gentry's resignation letter as the City's Librarian. This item was informational, and no action was taken.

**ITEM 3.6 – 2022 LODGING TAX CONTRACTS**

City Attorney Wieser reviewed with City Council the following agreements regarding the 2022 lodging tax:

1. Marketing and Promotional Agreements between the City of La Crescent and La Crosse Area Convention and Visitor Bureau, Inc.
2. Marketing and Promotional Agreements between the City of La Crescent and La Crescent Area Event Center, Inc.
3. Marketing and Promotional Agreements between the City of La Crescent and La Crescent Area Chamber of Commerce and Tourism.

The agreements are in substantially the same form as the last agreements with the exception of the term. The term of these agreements would begin January 1, 2022 and end December 31, 2022. Following discussion, Member Williams made a motion, seconded by Member Jostad, as follows:

**MOTION TO APPROVE THE MARKETING AND PROMOTIONAL AGREEMENTS REGARDING THE 2022 LODGING TAX BETWEEN THE CITY OF LA CRESCENT AND THE LA CROSSE AREA CONVENTION AND VISITOR BUREAU, INC.; THE LA CRESCENT AREA EVENT CENTER, INC.; AND THE LA CRESCENT AREA CHAMBER OF COMMERCE AND TOURISM, AS PRESENTED.**

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

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 by a 4-0 vote.

**ITEM 3.7 – MASTER JOINT POWERS AGREEMENT/COURT AMENDMENT**

City Attorney Wieser reviewed with City Council the proposed Joint Powers Agreement and Court Data Services Subscriber Amendment to CJDN Subscriber Agreement between the City of La Crescent and the Minnesota Bureau of Criminal Apprehension (BCA). The Agreement relates to information and data that the BCA obtains in support of criminal justice. The Agreement and Amendment are effective for five (5) years and were last executed in 2016. City Council also reviewed the proposed Resolution approving the Agreement and authorizing the Mayor and City Administrator to execute the Joint Powers Agreement and authorizing the City Attorney and City Police Chief to be designated as Authorized Representatives to sign any subsequent amendment or agreement that may be required. Following discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage and adoption:

**RESOLUTION NO. 11-21-34**

**RESOLUTION APPROVING STATE OF MINNESOTA JOINT POWERS AGREEMENTS WITH THE CITY OF LA CRESCENT ON BEHALF OF ITS CITY ATTORNEY AND POLICE DEPARTMENT**

WHEREAS, the City of La Crescent on behalf of its Prosecuting Attorney and Police Department desires to enter into Joint Powers Agreements with the State of Minnesota, Department of Public Safety, Bureau of Criminal Apprehension to use systems and tools available over the State's criminal justice data communications network for which the City is eligible. The Joint Powers Agreements further provide the City with the ability to add, modify and delete connectivity, systems and tools over the five year life of the agreement and obligates the City to pay the costs for the network connection.

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



1. That the State of Minnesota Joint Powers Agreements by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of La Crescent on behalf of its Prosecuting Attorney and Police Department are hereby approved.

2. That the Chief of Police, Douglas Stavenau, or his successor, is designated the Authorized Representative for the La Crescent Police Department. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Wieser Law Office, P.C., Al Wieser, III is appointed as the Authorized Representative's designee.

3. That Wieser Law Office, P.C., Al Wieser, III, or his or her successor, is designated the Authorized Representative for the Prosecuting Attorney. The Authorized Representative is also authorized to sign any subsequent amendment or agreement that may be required by the State of Minnesota to maintain the City's connection to the systems and tools offered by the State.

To assist the Authorized Representative with the administration of the agreement, Wieser Law Office, P.C., Al Wieser, III is appointed as the Authorized Representative's designee.

4. That Mike Poellinger, the Mayor for the City of La Crescent, and Bill Waller, the City Administrator for the City of La Crescent, are authorized to sign the State of Minnesota Joint Powers Agreements.

ADOPTED this 8<sup>th</sup> day of November, 2021.

SIGNED:

\_\_\_\_\_  
Mike Poellinger, Mayor

ATTEST:

\_\_\_\_\_  
Bill Waller, City Administrator

The foregoing motion 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;

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 resolution duly passed and adopted by a 4-0 vote.

**ITEM 3.8 – DECEMBER CITY COUNCIL MEETING SCHEDULE**

City Administrator Waller reviewed with City Council that due to the Christmas holiday, it was recommended to City Council to move the second regular meeting in December from Monday, December 27, to Monday, December 20, 2021. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Jostad, as follows:

**MOTION TO APPROVE MOVING THE SECOND REGULAR CITY COUNCIL MEETING IN DECEMBER FROM MONDAY, DECEMBER 27, TO MONDAY, DECEMBER 20, 2021.**

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

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 by a 4-0 vote.

**ITEM 3.9 – CITY HALL HOLIDAY HOURS**

City Administrator Waller reviewed with City Council that due to the Christmas and News Years holidays falling on Friday and Saturday this year, it was recommended to City Council to approve the following City Hall hours and pay for AFSCME employees for the 2021 holiday season:

1. City Hall would close at 12:30 in the afternoon on both Thursday, December 23<sup>rd</sup> and Thursday, December 30<sup>th</sup>, 2021. This would be the half-day holiday that employees receive for Christmas Eve and New Year's Eve.
2. City Hall would be closed on Friday, December 24<sup>th</sup> , and Friday, December 31<sup>st</sup> . AFSCME employees that work at City Hall would receive 8 hours of holiday pay at straight time for each of these two days. There are 7 full-time and 1 part-time employee that fall in this classification.

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

**MOTION TO APPROVE THAT CITY HALL WOULD CLOSE AT 12:30 IN THE AFTERNOON ON BOTH THURSDAY, DECEMBER 23<sup>RD</sup> AND THURSDAY, DECEMBER 30<sup>TH</sup>, 2021 AND THAT THIS WOULD BE THE HALF-DAY HOLIDAY THAT EMPLOYEES RECEIVE FOR CHRISTMAS EVE AND NEW YEAR'S EVE.**

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

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 by a 4-0 vote.

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

**MOTION TO APPROVE THAT CITY HALL WOULD BE CLOSED ON FRIDAY, DECEMBER 24<sup>TH</sup> AND FRIDAY, DECEMBER 31<sup>ST</sup>, 2021 AND THAT AFSCME FULL-TIME EMPLOYEES THAT WORK AT CITY HALL WOULD RECEIVE 8 HOURS OF HOLIDAY PAY AND PART-TIME EMPLOYEES WOULD RECEIVE 4 HOURS OF HOLIDAY PAY AT STRAIGHT TIME FOR EACH OF THESE TWO DAYS.**

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

Teresa O'Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

and Member Cherryl Jostad voted against the same. The motion was declared duly carried by a 3-1 vote.

### **ITEM 3.10 – REVIEW CITY HALL HOURS/DAYS**

City Administrator Waller reviewed with City Council that in May of 2020 the City Council approved a change in the days and hours of operation for City Hall. It was agreed that the change would be evaluated and modified as necessary, and remain in effect through the end of 2020. In December of 2020, the City Council agreed to continue with City Hall being open from 7:30 am to 6:00 pm, Monday through Thursday. This change was through the end of 2021, with the understating that it would be reviewed prior to the end of 2021. It is believed that the change has been well received by a majority of the public, and has accomplished its goal of providing additional hours of service to individuals that would otherwise not be able to get to City Hall during the previous hours of operation. City Council also reviewed an Agenda Request from John Radecki regarding this item with Mr. Radecki addressing City Council. Following discussion, Member Williams made a motion, seconded by Member Jostad, as follows:

**MOTION TO APPROVE THAT CITY HALL WOULD BE OPEN 5 DAYS A WEEK BEGINNING IN 2022 AND THAT A RECOMMENDATION REGARDING THE HOURS WOULD BE PRESENTED AT THE NEXT CITY COUNCIL MEETING.**

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

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 by a 4-0 vote.

**ITEM 3.11 – DEVELOPMENT COMMISSION BY-LAW AMENDMENT**

City Administrator Waller reviewed with City Council the Rules and By-Laws for the City's Development Commission. The Development Commission is recommending that the By-Laws be amended to include the addition of the Executive Director of the La Crescent Chamber of Commerce as an ex-officio member. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner, as follows:

**MOTION TO APPROVE THE AMENDMENT OF THE RULES AND BY-LAWS FOR THE CITY'S DEVELOPMENT COMMISSION AS PROPOSED TO INCLUDE THE ADDITION OF THE EXECUTIVE DIRECTOR OF THE LA CRESCENT CHAMBER OF COMMERCE AS AN EX-OFFICIO MEMBER.**

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

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 by a 4-0 vote.

**ITEM 3.12 – DEVELOPMENT COMMISSION APPOINTMENT**

City Council reviewed the recommendation to appoint Sarah Danielson to the City's Development Commission to fill the vacancy created by Eileen Krenz's resignation. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

**MOTION TO APPOINT SARAH DANIELSON TO THE CITY'S DEVELOPMENT COMMISSION TO FILL THE VACANCY CREATED BY EILEEN KRENZ'S RESIGNATION.**

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

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 by a 4-0 vote.

**ITEM 3.13 – DONATION RESOLUTION**

City Council reviewed a Resolution regarding the acceptance of donations to the City for the month of October, 2021. Following review and discussion, Member O’Donnell-Ebner introduced the following resolution and moved its passage and adoption:

**RESOLUTION NO. 11-21-35**

**RESOLUTION ACCEPTING DONATIONS MADE TO THE  
CITY OF LA CRESCENT IN OCTOBER, 2021**

WHEREAS, the following donations were made to the City of La Crescent in the month of October, 2021:

1. The Rotary Club of La Crescent wishes to donate \$1,750.02 to be used towards the new playground at Veterans Park.
2. The La Crescent Area Healthy Community Partnership-Community Garden wishes to donate \$100.00 to the La Crescent Fire Department for departmental purposes.

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

ADOPTED this 8<sup>th</sup> day of November, 2021.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

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

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 by 4-0 vote and the resolution duly passed and adopted.

**ITEM 3.14 – UPDATE ON DRIVERS LICENSE TESTING**

City Administrative Assistant Boettcher reviewed with City Council that according to Richard Pike, DPS Region Supervisor for our area, when MV testing services return to La Crescent it will be limited to road testing only. All written testing in our area will be conducted at the Winona exam station, which will be open Monday through Friday. DPS has interviewed and selected candidates for the examining positions. The candidates are in the background approval phase and then will move into training. Mr. Pike does not expect the training to be complete before the end of December. Therefore, the City would not anticipate that the Community room will be utilized by DPS before January of 2022. This item was informational, and no action was taken.

**ITEM 3.15 – 2022 BUDGET REVIEW**

City Council reviewed the proposed 2022 general fund budget and proposed resolution that sets the preliminary levy. Discussion followed. This item was informational, and no action was taken.

**ITEM 8 – CHAMBER OF COMMERCE**

Jerry Berns of the La Crescent Chamber of Commerce reviewed with City Council the Chamber’s new website.

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

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 by a 4-0 vote and the meeting duly adjourned at 6:59 PM.

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

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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