

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
DECEMBER 11, 2023

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of December was called to order by Mayor Mike Poellinger at 5:00 PM in the La Crescent Community Building, La Crescent, Minnesota, on Monday, December 11th, 2023.

Upon a roll call taken and tallied by the City Administrator, 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 Attorney Skip Wieser, City Administrator Bill Waller, City Engineer Tim Hruska, Community Development Director Larry Kirch, Sustainability Coordinator Jason Ludwigson, and Deputy Clerk Angie Boettcher.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented.

**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 – NOVEMBER 27, 2023
- 1.2 BILLS PAYABLE THROUGH – DECEMBER 8, 2023
- 1.3

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

Ryan Hutchinson	Yes
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.

### **ITEM 3.1 – WALNUT STREET CORRIDOR PLAN**

Community Development Director Larry Kirch reviewed with City Council the Walnut Street Corridor Plan which city staff along with the Economic Development Commission have been working on since last April along with the assistance of MSA professional services. The Planning Commission reviewed the plan at two meetings and approved the plan with nine recommendations of the EDC but with the elimination of the multi-use path along the south side of North 4<sup>th</sup> Street and Park Street. The nine recommendations are as follows:

1. All lighting must be Dark Sky compliant;
2. More modern light fixtures are preferred and should be like those depicted on Page 23 as the city has chosen those already for the Wagon Wheel Bike-Ped bridge area;
3. Light fixtures should accommodate cameras, banner arms, possible hanging baskets, Wi-Fi capability, etc.;
4. Add more angle parking on the east side of Walnut Street north of the new coffee shop up to N. 1<sup>st</sup> Street;
5. Continue to carry the 10' multi-use path on the west side of Walnut Street into the downtown, if possible, in the final engineering design;
6. On the east side of Walnut Street, do not put the sidewalk directly behind the curb so to allow for both snow storage and boulevard trees;
7. As part of the implementation of the plan, the city needs to address the two-hour parking zones;
8. The city should reconstruct the alleys on the east and west side of Walnut Street between Main Street and S. 1<sup>st</sup> Street (between Quillin's and the hardware store) and between the laundromat and pizza parlor;
9. The burial of overhead wires is not addressed in the plan and all the overhead wires should be buried during construction.

It was recommended by City Staff that the City Council approve the Walnut Street Corridor Plan as approved by the EDC and Planning Commission. Staff is recommending that the multi-use path be placed on the east side of Walnut Street to North 4<sup>th</sup> Street and the west side of Walnut Place. The multi-use path would continue north into Veterans Park with a bridge structure. A multi-use path would extend within the park west to Park Street (as approved in the recently adopted Park and Rec Plan).

Community members John Kilmer, Jeff Henthorne, Tom Rohrer, and Dick Wieser were present and addressed City Council regarding the Walnut Street Corridor Plan.

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

### **MOTION TO APPROVE THE WALNUT STREET CORRIDOR PLAN WITH THE PLANNING COMMISSION AND ECONOMIC DEVELOPMENT COMMISSION'S NINE**

**RECOMMENDATIONS, WITH A CHANGE OF MOVING THE PEDESTRIAN MULTI-USE PATH VIA WALNUT PLACE INSTEAD OF PARK STREET.**

Upon a roll call vote taken and tallied by the City Administrator, 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 3.2 – MnDOT ACTIVE TRANSPORTATION PLAN**

Community Development Director Larry Kirch reviewed with City Council for approval of the Active Transportation Action Plan from U.S. Highway 14/61 and Trunk Highway 16 to Miller’s Corner for bicycle and pedestrian users. The purpose of the project was to develop a plan from the Wagon Wheel Bridge to Miller’s Corner to improve the connectivity and safety of bicyclists and pedestrians in the corridor. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE ACTIVE TRANSPORTATION ACTION PLAN.**

Upon a roll call vote taken and tallied by the City Administrator, 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 – REVIEW 2024 STATE CAPITAL BONDING APPLICATION**

Community Development Director Larry Kirch gave City Council an update on the City’s 2024 Minnesota State Bonding Bill Requests. This was informational only, no action taken.

**ITEM 3.4 – RESOLUTION – DNR ROAD LANDING PROJECT**

Community member Dave Hanifl was in attendance and addressed City Council regarding the DNR Road Landing Project.

City Engineer Tim Hruska reviewed with City Council for approval a Resolution regarding the DNR Road Landing Project. Following review and discussion, Member Hutchinson introduced the following Resolution and moved its passage and adoption as follows:

**RESOLUTION NO. 12-23-51  
City of La Crescent  
Certificate of Final Acceptance  
Board Acknowledgment**

Contract Number: SAP 028-600-001 DNR Landing Road  
Contractor: Mathiowetz Construction Company  
Date Certified: 09-26-2023  
Payment Number: 3

Whereas; Contract SAP 028-600-0001 has in all things been completed, and the City Council being fully advised in the premises, now then be it resolved; that we do hereby accept said completed project for and in behalf of City of La Crescent and authorize final payment as specified herein.

State of Minnesota

I, Bill Waller, La Crescent City Clerk, within and for said city do hereby certify that the foregoing resolution is a true and correct copy of the resolution on file in my office.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

At La Crescent, Minnesota

Signed By \_\_\_\_\_

(SEAL)

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 Administrator, 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.

**ITEM 3.5 – DNR GRANT AGREEMENT – RELEAF PROJECT**

Sustainability Coordinator Jason Ludwigson reviewed with City Council for approval a ReLeaf Community Forestry Grant Agreement that the city was awarded by the Minnesota DNR. The grant funds the purchase of 325 bare root trees over the next three years. The grant funds will also cover mulch, tree water bags, and tree trunk protectors for each of the new trees. There are various types of tree species included in the grant agreement. The trees will be planted in city parks, Pine Creek Golf Course, and other locations in the city to diversify the tree canopy. The grant is for approximately \$38,484. No funds from the city are required, but the city will lead the planting of the trees over the next three years. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

**MOTION TO APPROVE THE RELEAF COMMUNITY FORESTRY GRANT AGREEMENT AWARDED TO THE CITY BY THE MINNESOTA DNR.**

Upon a roll call vote taken and tallied by the City Administrator, 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 – Mn HEALTH DEPARTMENT GRANT AGREEMENT – DRINKING WATER PROTECTION PROJECT**

Sustainability Coordinator Jason Ludwigson reviewed with City Council for approval a Drinking Water Protection Grant that was awarded to the city by the Minnesota Department of Health. The grant funds the design and installation of four stormwater murals in Veterans Park. The murals will be designed with community input and will serve to educate the public on the importance of protecting our water supply.

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

**MOTION TO APPROVE THE DRINKING WATER PROTECTION GRANT AWARDED TO THE CITY BY THE MINNESOTA DEPARTMENT OF HEALTH.**

Upon a roll call vote taken and tallied by the City Administrator, 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 – LOCAL BOARD OF APPEAL & EQUALIZATION OR OPEN BOOK FORUM FOR 2024**

City Administrator Waller reviewed with City Council a request from Houston County asking the City Council to determine for the year 2024 whether the City Council would like to continue to exercise its options and authority under the Board of Appeal & Equalization or give up that authority to the county through the Open Book forum. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

**MOTION FOR THE CITY COUNCIL TO CONTINUE TO EXERCISE ITS OPTIONS AND AUTHORITY UNDER THE BOARD OF APPEAL & EQUALIZATION FOR THE YEAR 2024.**

Upon a roll call vote taken and tallied by the City Administrator, 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 – AMENDMENT TO CHICKEN ORDINANCE**

City Attorney Skip Wieser reviewed with City Council for approval an amendment to the Chicken Ordinance that was originally adopted in June of 2023. Section II (a) (2) currently states “No person shall keep more than six (6) total hen chickens.” It was proposed that the language be amended to “No single-family residence shall keep more than six (6) total hen chickens.” Following discussion, Member O’Donnell-Ebner introduced the following ordinance and moved its passage and adoption:

**ORDINANCE NO. 578**

**AN ORDINANCE OF THE CITY OF LA CRESCENT REGULATING THE LIMITED KEEPING OF CHICKENS IN THE CITY OF LA CRESCENT, MINNESOTA**

Ordinance No. 568 adopted on June 12, 2023 and titled “AN ORDINANCE OF THE CITY OF LA CRESCENT REGULATING THE LIMITED KEEPING OF CHICKENS IN THE CITY OF LA CRESCENT, MINNESOTA” is amended to read as follows:

**SECTION I – PURPOSE.**

The La Crescent City Council finds it necessary to regulate the limited keeping of chickens within the City of La Crescent to protect public health, safety, and welfare.

**SECTION II – LIMITED KEEPING OF CHICKENS.**

- A. The limited keeping of chickens may be permitted as an accessory use to a legally established single-family residence subject to the following:
  - 1. The property shall be occupied with a single-family home. The owner of the chickens shall live in the dwelling on the property.
  - 2. No single-family residence shall keep more than six (6) total hen chickens.
  - 3. No person shall keep roosters or adult male chickens.
  - 4. Chickens shall be kept within a separate enclosed accessory building and fenced outdoor containment area subject to the following:
    - a. The accessory building shall be less than 120 square feet in size and not exceed six feet in height.
    - b. The accessory building shall comply with all standards for accessory buildings, unless otherwise stated herein.
    - c. Any outdoor containment areas shall be screened from view from all neighboring properties and rights-of-way. Outdoor containment areas shall not exceed 20 square feet per bird and shall not have a fenced enclosure greater than six (6) feet in height.

- d. Any accessory building or containment area shall be located in the rear yard only and shall be at least 15 feet from any side or rear property lines.
  - e. Fencing used to contain chickens shall comply with applicable conditions of the City Code.
  - f. Chickens shall not be kept within the dwelling unit or garage.
  - g. The accessory building and/or containment area shall be maintained in good repair, in a clean and sanitary manner, free of vermin, and free of objectionable odors.
  - h. Chickens shall remain in the accessory building and/or containment area at all times and shall not run at large.
  - i. Chickens shall remain in the accessory building from sunset to sunrise each day to prevent nuisance noise and the attraction of vermin and predators.
  - j. Accessory buildings for the purpose of this ordinance shall count towards the number of accessory buildings permitted or the size limitations as stated in Zoning Ordinance Chapter 12.
  - k. The slaughter of chickens on site is prohibited.
  - l. The raising of chickens for breeding purposes is prohibited.
  - m. The sale of eggs or other commercial activity on the premises is prohibited.
  - n. Feces and discarded feed shall be regularly collected and only stored temporarily on site in a leak-proof container with a tight-fitting cover to prevent nuisance odors and the attraction of vermin. Such waste may be composted on site if objectionable odors are not generated and maintained.
  - o. Chicken feed shall be stored in leak-proof containers with a tight-fitting cover to prevent attracting vermin.
- B. The keeping of farm animals other than chickens or in greater numbers than permitted by division A. above shall comply with all other requirements of the City Code.
- C. The limited keeping of chickens is permitted at established schools providing kindergarten through Grade 12 (K – 12) education.

**SECTION III – PERMIT REQUIRED.** No person shall keep or maintain chickens unless they have been granted a permit. The permit shall be subject to all terms and conditions of this ordinance, and any additional conditions deemed necessary by the City Council to protect the public health, safety, and welfare of the animal. The necessary permit applications are available in the City Clerk’s Office. Included with the completed application, must be a scaled diagram that indicates the location of any chicken coop and run, the approximate size and distance from adjoining structures, and property lines.

**SECTION IV – VIOLATION.** A violation of this Ordinance is a petty misdemeanor subject to penalty not to exceed \$300.00.

**SECTION V – EFFECTIVE.** Ordinance No. 568, an ordinance regulating chickens dated June 12, 2023 is hereby amended upon this ordinance becoming effective.

PASSED AND ENACTED this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Mayor

ATTEST:

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

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

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

**MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 578 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 Administrator, 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.

**ITEM 3.9 – DONATION RESOLUTION**

City Council reviewed a Resolution regarding the acceptance of donations to the City for the month of December. Following review and discussion, Member Hutchinson introduced the following Resolution and moved its passage and adoption as follows:

**RESOLUTION NO. 12-23-52**

**RESOLUTION ACCEPTING DONATIONS MADE TO THE  
CITY OF LA CRESCENT IN DECEMBER, 2023**

WHEREAS, the City of La Crescent (“La Crescent”) is required by Minn. Stat. § 465.03 to accept donations by Resolution;

WHEREAS, the following donations were made to the City of La Crescent in the month of December 2023:

1. Heidi Thesing, Kelly Iverson, Al “Skip” Wieser, III and Nathan Wieser wish to donate \$300.00 in memory of Karen Wieser to Wieser Memorial Park to be used for the purpose Of installation of flowers at the shelter facility in 2024.

WHEREAS, La Crescent agrees to accept the donations for Wieser Memorial Park subject to the conditions identified above.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donations stated above for Wieser Memorial Park subject to the conditions identified above.

ADOPTED this 11th day of December 2023.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Deputy Clerk

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, 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.

### **ITEM 3.10 – LICENSE RENEWALS – 2024**

City Council reviewed a list of proposed license renewals for 2024. The applications appear to be in order, and it was recommended to City Council to approve the license renewal applications. Following discussion, Member Williams made a motion, seconded by Member Jostad as follows:

#### **MOTION TO APPROVE THE PRESENTED LIST OF LICENSE RENEWALS FOR 2024 FOR THE FOLLOWING:**

##### **LIQUOR OFF SALE:**

Minweis4 LLC/Minegar's Sports Hub

##### **LIQUOR ON SALE:**

Minweis4 LLC/Minegar's Sports Hub

##### **LIQUOR SUNDAY:**

Minweis4 LLC/Minegar's Sports Hub

##### **GAS INSTALLERS:**

Absolute Comfort Heating & A/C, Bagniefski heating & Air Conditioning, Bostrack Heating & Air Conditioning, G & T Heating and Air Conditioning, La Crosse Fireplace Co. LLC, Newman Heating & Cooling LLC, Paul's Heating & Air Conditioning, Inc., Prime Source Plumbing & Heating Corp., Ron Hammes Refrigeration Inc., Schneider Heating & Air Conditioning, Winona Heating & Ventilating Co, Inc.

##### **SOLID WASTE:**

Hilltopper Refuse & Recycling Service

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

**ITEM 3.11 – FEE SCHEDULE ORDINANCE AMENDMENT**

City Council reviewed the proposed changes to the Fee Schedule for 2024 which has been reviewed by City Staff. The review and adoption of fees is done on a yearly basis to ensure the costs to the City are sufficiently covered while at the same time being fair, reasonable, and proportionate to the actual cost of the service for which the fee is imposed. It was recommended that City Council adopt an Ordinance detailing the proposed changes to the Fee Schedule for 2024. Following discussion, Member Hutchinson introduced the following ordinance and moved its passage and adoption:

**ORDINANCE NO. 579**

**AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF LA CRESCENT AS SET FORTH IN ORDINANCES NO. 404, NO. 438, NO. 448, NO. 459, NO. 483, NO. 492, NO. 500, NO. 540, NO. 542, NO. 544, NO. 545, NO. 548, NO. 552, NO. 554, NO. 557, NO. 564, NO. 565, NO. 566, NO. 569, NO. 571**

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

1. The La Crescent City Code established on March 8, 2004, stated that certain fees may be set from time to time by the City Council.
2. The La Crescent City Code was amended on January 28, 2008, January 12, 2009, January 11, 2010, January 13, 2014, February 9, 2015, February 8, 2016, February 24, 2020, April 13, 2020, April 27, 2020, May 18, 2020, December 14, 2020, April 20, 2021, and December 13, 2021, December 19, 2022, February 13, 2023, April 24, 2023, June 26, 2023, and July 24, 2023, by Ordinance to amend certain fees.
3. The Fee Schedule has been reviewed by City Staff and amended each year from 2016 to 2023 by Motions passed by City Council. These amendments passed by City Council shall remain in effect.
4. The City staff has reviewed the fees which the City currently charges and is recommending that the fee schedule be amended as follows:

**ADMINISTRATION**

<b>ADMINISTRATION</b>	<b>2024</b>
<del>Maps - Houston County - Each-REMOVE</del>	<del>\$ 3.00</del>

**BUILDING INSPECTIONS AND PERMITTING**

<b>BUILDING INSPECTIONS AND PERMITTING</b>	<b>2024</b>
Short-term Rental Permit - <i>Annually</i>	\$100.00
<u>Demolition permits –</u> Main structure on the property OR all structures on a property (if a building permit for a new structure is obtained at the same time, this fee is waived)  Garage, shed or outbuilding on a property (if a building permit for a new structure is obtained at the same time this fee is waived)	\$100.00 plus \$1.00 state surcharge  \$35.00 plus \$1.00 state surcharge
Foundation only permit This permit fee would be in addition to any regular building permit fee. This fee is only for the excavation, footing and foundation for a new structure. <b><i>This fee is an optional fee to be paid if the builder is unwilling to wait the requested 7-10 working days for the plan review process of a completed building permit application. This fee would be waived if the plan review takes longer than 10 working days</i></b>	\$100.00 plus \$1.00 state surcharge
Mobile Home – all new that are moved into town	\$100.00 plus \$1.00 state surcharge

<u>Roofing permits</u> (Add) Commercial	\$100.00 plus \$1.00 state surcharge
Main Residential structure and/or attached/detached garage Garage or accessory bldg. only	\$50.00 plus \$1.00 state surcharge \$25.00 plus \$1.00 state surcharge
Siding/Windows/Doors/Radon Control System/Retaining Walls/Drain tile	\$50.00 plus \$1.00 State surcharge
Solar Array Panels	\$35.00 plus \$1.00 State Surcharge

<u>Mechanical permits</u>	
Gas burning equipment, conversion burner or gas designed heating appliance, alteration to existing gas burner equipment or remodeling permit, –	<del>\$30.00</del> to \$35.00 plus \$1.00 state surcharge
400,000 BTU	<del>\$40.00</del> to \$45.00 plus \$1.00 state surcharge
Over 400,000 BTU	\$72.00 plus \$1.00 state surcharge
<b><i>Gas dryer, gas range, gas fireplace or other gas appliance permits, other than those used in connection with a heating system, primary or secondary; all permits this section.</i></b>	<del>\$30.00</del> to \$35.00 plus \$1.00 state surcharge
Gas piping only.	<del>\$30.00</del> to \$35.00 plus \$1.00 state surcharge
Heating and ventilation equipment permits to include, but not limited to, coal, oil, steam, solar, conversion burners and wood burning appliance.	<del>\$30.00</del> to \$35.00 plus \$1.00 state surcharge

PLUMBING PERMITS	
For issuing each plumbing permit	<del>-\$15.00</del> to \$20.00
State surcharge on each permit	\$1.00
For each plumbing fixture or trap set of fixtures on one trap including water, drainage piping and backflow protection thereof	\$5.00
For each water heater	\$5.00
For each water softener	\$5.00
For each new or replacement water service line and/or sewer line	\$5.00
For installation, alteration or repair of water piping	\$15.00
For installation, alteration or repair of drainage or vent piping	\$15.00
<p><b>Whenever any work for which a plumbing and mechanical permit is required has been commenced without first obtaining said permit, an investigation fee, in addition to the permit fee, shall be collected, whether or not a permit is then or subsequently issued. The investigation fee shall be equal to the amount of the permit fee as shown above.</b></p>	

### GOLF COURSE

2024 SEASON PASSES – GOOD ANYTIME REQUIRES TEE TIME (ON A 1 <sup>ST</sup> COME BASIS)	
FAMILY – (2 ADULTS AND CHILDREN UNDER THE AGE OF 17)	\$600.00
SINGLE	\$440.00
SINGLE WITH CAR	\$750.00
COUPLES WITH CAR (2 ADULTS SAME RESIDENCE)	\$980.00
GOLF CAR TRAIL PASS	\$140.00 (FOR USE OF PERSONAL RIDING CAR FOR THE SEASON)

<i>\$9.00 PER PERSON CAR RENTAL (\$5.00 for additional round)/PLAY AT RECIPROCAL COURSES*/SEASON PASSES MAY BE USED FOR LEAGUE PLAY &amp; GROUP OUTING DISCOUNTS WHEN SPECIFIED/NO ADDITIONAL COST TO RIDE ALONE/(add) - \$2.00 Pull Cart Rental</i>	
<b>2023 DAILY FEES</b>	
9 HOLES <del>Monday-Thursday</del>	<del>\$14.00</del> to <del>\$15.00</del>
<del>Add 9 HOLES Friday—Sunday &amp; Holidays</del>	<del>\$15.00 Remove</del>
18 HOLES	<del>\$21.00</del> to <del>\$22.00</del> OR \$35.00 W/RIDING CAR
RIDING CAR	\$10.00 PER PERSON PER 9 HOLES/RIDE ALONE \$13.00 PER PERSON PER 9 HOLES.
PULL CARTS	\$4.00
TRAIL PASS	\$6.00 (DAILY RATE FOR USE OF PERSONAL CAR, WITHOUT SEASON TRAIL PASS)
<i>“ALL DAY” RATE WALKING \$25 with car \$40**</i>	
<i>**Subject to availability of tee times, pricing not valid for groups or group outings</i>	
<b>DAILY RATE SPECIALS</b>	
<i>“EARLY BIRD” RATE BEFORE 9:00 AM Saturday/Sunday - \$12.00 GOLF</i>	
<i><del>“The NOONER” 12:00 PM to 2:00 PM Monday thru Thursday—\$12.00 GOLF</del></i>	
<i>9 Hole RATE PER PERSON AND EXCLUDES HOLIDAYS</i>	
<b>SENIOR (60+)</b>	
9 HOLES <del>Monday-Thursday</del>	<del>\$12.00</del> to <del>\$13.00</del>
<del>9 HOLES Friday—Sunday &amp; Holidays</del>	<del>\$13.00 Remove</del>
18 HOLES – WEEKDAY	<del>\$18.00</del> to <del>\$19.00</del> OR \$32.00 W/RIDING CAR
<b>JUNIOR RATES – 11-17 YEARS</b>	
9 HOLES <del>Monday-Thursday</del>	<del>\$7.00</del>
<del>9 HOLES Friday—Sunday &amp; Holidays</del>	<del>\$7.00 Remove</del>
18 HOLES – EVERY DAY	\$9.00 - MAY RIDE FREE WITH PAID ADULT
<b>JUNIOR RATE (10 AND UNDER)</b>	
9 HOLES – EVERY DAY (ALL DAY) WITH PAID ADULT & RIDE FOR FREE WITH PAID ADULT	\$5.00
<b>PUNCH CARDS</b>	
5 ROUND GOLF ONLY \$65.00/10 ROUND GOLF ONLY \$120.00	
5 PUNCH CAR \$45.00*/10 PUNCH CAR \$80.00*	
5 ROUND PLAY & RIDE \$110.00*/10 ROUND PLAY & RIDE \$200.00*	

<p align="center"><b>LEAGUE ONLY CARDS</b>—SENIOR 10 ROUND GOLF \$80.00/SENIOR 10 PUNCH PLAY &amp; RIDE \$150.00* 6 ROUND MEN’S, LADIES LEAGUE \$55.00</p>	
<p align="center"><b>LEAGUE RATES</b></p> <p>SENIOR LEAGUE \$8.50 9 HOLES/<del>\$8.50</del> to \$9.00 RIDING CAR MENS, LADIES \$10.00 9 HOLES/<del>\$8.50</del> to \$9.00 RIDING CAR COUPLES LEAGUE \$8.50 9 HOLES/<del>\$8.50</del> to \$9.00 RIDING CAR</p>	
<p align="center"><b><i>DISCOUNTS FOR GROUP OR COMPANY OUTING – GROUP CATERING AVAILABLE</i></b></p> <p align="center"><b>*RECIPROCAL COURSES ARE SUBJECT TO CHANGE, MUST CALL FOR TEE TIMES, AND RECIPROCAL COURSE RESTRICTIONS.</b></p> <p align="center"><b>*PUNCH PLUS \$3.00 WHEN RIDING ALONE USING A RIDING CAR PUNCH CARD</b></p>	

9 HOLES	\$7.00
<del>9 HOLES Friday—Sunday &amp; Holidays</del>	<del>\$7.00 Remove</del>
18 HOLES – EVERY DAY	\$9.00 - MAY RIDE FREE WITH PAID ADULT
<p align="center"><b>JUNIOR RATE (10 AND UNDER)</b></p>	
9 HOLES – EVERY DAY (ALL DAY) WITH PAID ADULT & RIDE FOR FREE WITH PAID ADULT	\$5.00
<p align="center"><b>PUNCH CARDS</b></p>	
<p align="center">5 ROUND GOLF ONLY \$65.00/10 ROUND GOLF ONLY \$120.00</p>	
<p align="center">5 PUNCH CAR \$45.00*/10 PUNCH CAR \$80.00*</p>	
<p align="center">5 ROUND PLAY &amp; RIDE \$110.00*/10 ROUND PLAY &amp; RIDE \$200.00*</p>	
<p align="center"><b>LEAGUE ONLY CARDS</b>—SENIOR 10 ROUND GOLF \$80.00/SENIOR 10 PUNCH PLAY &amp; RIDE \$150.00* 6 ROUND MEN’S, LADIES LEAGUE \$55.00</p>	
<p align="center"><b>LEAGUE RATES</b></p> <p>SENIOR LEAGUE \$8.50 9 HOLES/<del>\$8.50</del> to \$9.00RIDING CAR MENS, LADIES \$10.00 9 HOLES/<del>\$8.50</del> to \$9.00 RIDING CAR COUPLES LEAGUE \$8.50 9 HOLES/<del>\$8.50</del> to \$9.00 RIDING CAR</p>	
<p align="center"><b><i>DISCOUNTS FOR GROUP OR COMPANY OUTING – GROUP CATERING AVAILABLE</i></b></p> <p align="center"><b>*RECIPROCAL COURSES ARE SUBJECT TO CHANGE, MUST CALL FOR TEE TIMES, AND RECIPROCAL COURSE RESTRICTIONS.</b></p> <p align="center"><b>*PUNCH PLUS \$3.00 WHEN RIDING ALONE USING A RIDING CAR PUNCH CARD</b></p>	

**RECREATION**

<b>RECREATION</b>	<b>2024</b>	
	<b>CITY/TWN</b>	<b>OUT OF TOWN</b>
BASEBALL	<del>\$40.00</del> to \$45.00	<del>\$45.00</del> to \$55.00

SOFTBALL	<del>\$40.00</del> to \$45.00	<del>\$45.00</del> to \$55.00
TENNIS	<del>\$40.00</del> to \$45.00	<del>\$45.00</del> to \$55.00
GOLF YOUTH ADULT	<del>\$40.00</del> to \$45.00 <del>\$50.00</del> to \$55.00	<del>\$45.00</del> to \$55.00 <del>\$60.00</del> to \$70.00
VOLLEYBALL	<del>\$40.00</del> to \$45.00	<del>\$45.00</del> to \$55.00
BASKETBALL	<del>\$40.00</del> to \$45.00	<del>\$45.00</del> to \$55.00
LOG ROLLING	<del>\$40.00</del> to \$45.00	<del>\$45.00</del> to \$55.00
SWIMMING LESSONS	<del>\$35.00</del> to \$40.00	<del>\$45.00</del> to \$55.00
LITTLE MATES	<del>\$35.00</del> to \$40.00	<del>\$45.00</del> to \$55.00
SWIM TEAM	<del>\$40.00</del> to \$45.00	<del>\$45.00</del> to \$55.00
<b><u>POOL ADMISSION</u></b> – per entry	\$3.00	<del>\$4.00</del> to \$6.00
POOL MEMBERSHIPS FAMILY INDIVIDUAL	\$135.00 \$65.00	<del>\$175.00</del> to \$185.00 <del>\$85.00</del> to \$95.00

**SOLID WASTE**

<b>SOLID WASTE</b>	<b>2024</b>
Price Per Bag	<del>\$2.80</del> to \$2.90
Recycling	<del>\$3.40</del> to \$3.50 per month

ADOPTED this 11th day of December 2023.

SIGNED:

\_\_\_\_\_  
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 Administrator, 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.

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

**MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE NO. 579 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 Administrator, 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.

### **ITEM 3.12 – 2024 CITY COUNCIL MEETING SCHEDULE**

City Administrator Bill Waller reviewed with City Council the proposed 2024 City Council meeting schedule. Following discussion, it was recommended to change the second meeting in December from the 23<sup>rd</sup> to the 16<sup>th</sup>. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

**MOTION TO APPROVE THE 2024 CITY COUNCIL MEETING SCHEDULE WITH A CHANGE TO THE SECOND CITY COUNCIL MEETING FOR DECEMBER 2024 FROM THE 23<sup>RD</sup> TO THE 16<sup>TH</sup>.**

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

**ITEM 3.13 – PERSONNEL COMMITTEE RECOMMENDATIONS**

City Council reviewed the following recommendations from the Personnel Committee for approval:

1. That the City Council approve the hiring of five (5) new Firefighters, contingent upon the successful completion of pre-employment screenings and conditions. A letter from the Fire Chief regarding the recommendation was included. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell- Ebner as follows:

**MOTION TO APPROVE THE HIRING OF FIVE NEW FIREFIGHTERS CONTINGENT UPON THE SUCCESSFUL COMPLETION OF PRE-EMPLOYMENT SCREENINGS AND CONDITIONS.**

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

2. That effective January 1, 2024, Tyler Benish will have completed his six-month probationary period. It was recommended that Mr. Benish's probationary status be removed and that he be classified as the City Public Works Director, and move from step 1 to step 2 in the Public Works Director salary schedule as of January 1, 2024. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE EFFECTIVE JANUARY 1, 2024 THE REMOVAL OF TYLER BENISH'S PROBATIONARY STATUS AND THAT MR. BENISH BE CLASSIFIED AS THE CITY PUBLIC WORKS DIRECTOR AND HE MOVE FROM STEP 1 TO STEP 2 IN THE PUBLIC WORKS DIRECTOR SALARY SCHEDULE AS OF JANUARY 1, 2024.**

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

3. That effective January 17, 2024, Josh Tarrence's six-month probationary status be removed and that Mr. Tarrence be classified as the City Building Inspector. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE EFFECTIVE JANUARY 17, 2024 THE REMOVAL OF JOSH TARRENCE'S PROBATIONARY STATUS AND THAT HE BE CLASSIFIED AS THE CITY BUILDING INSPECTOR.**

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

4. That effective November 27, 2023 Jevin Dorschner be moved from step 4 in the Utility/Maintenance #1 position to step 2 in the Utility/Maintenance #2 position. Mr. Dorschner obtained his C licenses in both water and wastewater on November 27, 2023. Following discussion, Member Hutchinson made a motion, seconded by Member Jostad as follows:

**MOTION TO APPROVE EFFECTIVE NOVEMBER 27, 2023 THAT JEVIN DORSCHNER UPON OBTAINING HIS C LICENSES IN BOTH WATER AND WASTEWATER BE MOVED FROM STEP 4 IN THE UTILITY/MAINTENANCE #1 POSITION TO STEP 2 IN THE UTILITY/MAINTENANCE #2 POSITION.**

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

5. That City Council approve a memorandum of understanding with the AFSCME Union to correct an error in the salary schedule. A recommendation from the Finance Director along with a copy of the memorandum of understanding was included. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Hutchinson as follows:

**MOTION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE AFSCME UNION TO CORRECT AN ERROR IN THE SALARY SCHEDULE.**

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

6. Attached for review by the City Council was a job description for the new position of City Clerk. This was discussed in the past as part of the organizational meetings that the City held earlier in 2023. This item was not presented for action by the City Council at this meeting. At the January 22, 2024 City Council meeting the Personnel Committee is proposing that the City Council take the following action:
  - A. Adopt the job description for the City Clerk position.
  - B. Establish the point value for the position at 330-360, and adopt a 2024 wage schedule of \$35.08 to \$41.96 per hour for the position.
  - C. Promote Angie Boettcher from the Deputy Clerk to City Clerk. As proposed, Ms. Boettcher would serve a six-month probationary period and start at step one in the salary schedule. This was informational only, no action required.

**ITEM 3.14 – ONE DAY LIQUOR LICENSE APPLICATION**

City Council reviewed a memo from City Administrative Assistant Chris Fortsch for approval of a temporary on-sale liquor license application from the La Crescent Area Chamber of Commerce & Tourism

for January 20, 2024, at the Wieser Park Pavilion. The application appears to be in order, and it was recommended that City Council approve the application and authorize Ms. Fortsch to forward the application to the Minnesota Department of Public Safety. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE ON-SALE LIQUOR LICENSE FOR THE LA CRESCENT AREA CHAMBER OF COMMERCE & TOURISM FOR JANUARY 20, 2024 AT THE WIESER PARK PAVILION AND AUTHORIZE CITY ADMINISTRATIVE ASSISTANT CHRIS FORTSCH TO FORWARD THE APPLICATION TO THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY.**

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

**9. CHAMBER OF COMMERCE**

Chamber of Commerce representative Tammy Stremcha was in attendance and gave 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 Hutchinson 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;

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 6:02 P.M.

APPROVAL DATE: December 18, 2023.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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