

**CITY OF LA CRESCENT**  
**AGENDA**  
**REGULAR MEETING**  
**LA CRESCENT CITY HALL**  
**315 MAIN STREET**  
**DECEMBER 12, 2022**  
**5:30 P.M.**

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

**1. CONSENT AGENDA**

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

- 1.1 MINUTES – NOVEMBER 28, 2022
- 1.2 BILLS PAYABLE THROUGH DECEMBER 9, 2022
- 1.3
- 1.4

**2. PUBLIC HEARING/MEETING**

6:00 – ANNUAL STORMWATER MEETING

**3. ITEMS FOR CONSIDERATION**

- 3.1 ENGINEERING AGREEMENT – APPLE BLOSSOM POINTE
- 3.2 WIESER PARK PRELIMINARY ENGINEERING REPORT
- 3.3 CITY PARK IMPROVEMENTS ENGINEERING REPORT
- 3.4 REVIEW NORTH 4<sup>TH</sup> STREET/HIGHWAY INTERSECTION
- 3.5 CLIMATE RESILIENCY GRANT
- 3.6 LACROSSE URBAN STORMWATER GROUP AGREEMENT
- 3.7 MnDOT TRANSPORTATION ALTERNATIVE RESOLUTIONS
- 3.8 2023 STREET PROJECT ENGINEERING AGREEMENT
- 3.9 CITY COUNCIL RULES AMENDMENT – USE OF ZOOM
- 3.10 ANNUAL NEWSPAPER REVIEW
- 3.11 ACCEPT PROPERTY DEED
- 3.12 COMMITTEE APPOINTMENT
- 3.13 PERSONNEL COMMITTEE RECOMMENDATIONS
- 3.14 DONATION RESOLUTIONS
- 3.15 2023 LICENSE RENEWALS

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**4. UNFINISHED BUSINESS**

4.1

**5. MAYOR'S COMMENTS**

5.1

**6. STAFF CORRESPONDENCE/COMMITTEE  
UPDATES**

6.1

6.2

6.3

**7. CORRESPONDENCE**

7.1

7.2

7.3

**8. HOUSTON COUNTY**

8.1

**9. CHAMBER OF COMMERCE**

9.1

**10. ITEMS FOR NEXT AGENDA**

**11. ADJOURNMENT**

# 1.1

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
NOVEMBER 28, 2022

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 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, November 28th, 2022.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Cherryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: Ryan Hutchinson. Also present were City Attorney Skip Wieser, City Administrator Bill Waller, Deputy City Clerk Angie Boettcher, Sustainability Coordinator Jason Ludwigson, and Police Chief Luke Ahlschlager.

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 – NOVEMBER 14, 2022
- 1.2 BILLS PAYABLE THROUGH NOVEMBER 23, 2022
- 1.3 CASH BALANCE/ACTIVITY REPORT – SEPTEMBER, 2022
- 1.4 LIBRARY REPORT – SEPTEMBER, 2022

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 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.



### **ITEM 3.1 – WIESER PARK PAVILION BID RESULTS**

City Administrator Waller reviewed with City Council the following bid received for the Wieser Park Pavilion Improvement Project:

- Wieser Brother General Contractors - \$622,500.00 with an in-kind donation of \$226,300.00

It was suggested that the City Council approve an extension of the time frame for approval of the bid by an additional sixty (60) days. The contractor is agreeable with the time extension.

The sponsors of the project are proposing a modification to the plans for the pavilion that will include the installation of overhead doors in the openings and heating so that the facility will have the option to operate year-round. The additional sixty (60) days will allow the contractor time to make modifications to the project plans and specifications and obtain the necessary building approvals that are required for the project to proceed. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner as follows:

**MOTION TO APPROVE A SIXTY (60) DAY EXTENSION FOR THE WIESER PARK PAVILION IMPROVEMENT PROJECT FOR THE CONTRACTOR TO MAKE MODIFICATIONS TO THE PLAN TO INCLUDE INSTALLATION OF OVERHEAD DOORS IN THE OPENINGS AND HEATING SO THE FACILITY WILL HAVE THE OPTION TO OPERATE YEAR-ROUND.**

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.

### **ITEM 3.2 – DONATION RESOLUTIONS**

City Council reviewed two Resolutions regarding the acceptance of donations to the City for the month of November 2022. Following review and discussion, Member Jostad introduced the following Resolution and moved its passage and adoption as follows:

#### **RESOLUTION NO. 11-22-40**

#### **RESOLUTION ACCEPTING DONATIONS MADE TO THE CITY OF LA CRESCENT IN NOVEMBER 2022**



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 La Crescent in the month of November, 2022:

1. Wieser Law Office, P.C. consisting of Kelly M. Iverson and Al “Skip” Wieser, III wish to donate \$5,000.00 in memory of Karen Wieser to Wieser Memorial Park Improvement Project to be used for the specific purpose of improvements to the park shelter and bathroom facilities.

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 28th day of November, 2022.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

The motion for the adoption of the foregoing resolution was duly seconded by Member Williams and upon a roll call vote taken and tallied by the City Administrator, 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 and the resolution duly passed and adopted.

Following review and discussion Member O'Donnell-Ebner introduced the following Resolution and moved its passage and adoption as follows:

#### **RESOLUTION NO. 11-22-41**

**RESOLUTION ACCEPTING DONATIONS MADE TO THE  
CITY OF LA CRESCENT IN NOVEMBER 2022**

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 La Crescent in the month of November, 2022 to the Wieser Memorial Park Improvement Project to be used for the specific purpose of improvements to the park shelter and bathroom facilities:

1. Eunice Dahlen wishes to donate \$20,000.00
2. Ruth Berns wishes to donate \$20,000.00
3. Linda Wieser wishes to donate \$100.00
4. Tim and Rochelle Rindahl wish to donate \$150.00
5. Duane and Rochelle Undeland wish to donate \$3,000.00
6. Tom Wieser wishes to donate \$1,000.00
7. Aaron and Kathleen Undeland wish to donate \$2,000.00
8. Acentek wishes to donate \$5,000.00
9. MiEnergy wishes to donate \$500.00
10. Ben and Emily Wieser wish to donate \$20,000.00
11. Terry and Lisa Beron Wish to donate \$600.00
12. Carolyn and Matthew McCormick wish to donate \$750.00
13. Mark and Jennifer Smith wish to donate \$1,000.00
14. Max and Hanna Wieser wish to donate \$1,000.00
15. Gabe and Courtney Wieser wish to donate \$1,000.00
16. Missy and Jonathan Atkinson wish to donate \$1,000.00
17. Rebecca McCormick wishes to donate \$100.00
18. Warren and Patricia Undeland wish to donate \$10,000.00

19. Heidi and Joe Thesing wish to donate \$500.00
20. Jill Zifko wishes to donate \$100.00
21. Erin McCormick and Mark Pooley wish to donate \$100.00
22. Alex Wieser wishes to donate \$500.00
23. Bridget and Jonathan Wieser wish to donate \$50.00
24. Shawn and Robin Wieser wish to donate \$500.00
25. Jennifer and Tony Jenkins wish to donate \$50.00
26. An Anonymous donor wishes to donate \$1,605.98
27. An Anonymous donor wishes to donate \$2,034.39
28. New Albin Savings Bank wishes to donate \$1,000.00

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 28th day of November, 2022.

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, 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 and the resolution duly passed and adopted.

### **ITEM 3.3 – AGENDA REQUEST – GREG WATSON**

City resident, Greg Watson, addressed the City Council (via Zoom) requesting that the Stoney Point Property become a La Crescent City Park. No action was taken.

City Attorney Wieser relayed to City Council that at the December 12<sup>th</sup> meeting there will be an Agenda item regarding the use of Zoom during City Council meetings.

### **ITEM 3.4 – BODY WORN CAMERA AUDIT**

Police Chief Ahlschlager reviewed with City Council the Independent Body Worn Camera Audit Report which was conducted on November 5, 2022. The objective of the audit was to verify La Crescent Police Department's compliance with Minnesota Statutes §§13.825 and 626.8473. The La Crescent Police Department was in compliance. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

### **MOTION TO ACCEPT THE INDEPENDENT BODY WORN CAMERA AUDIT REPORT AND DOCUMENT THE RESULTS.**

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.

### **ITEM 3.5 – AUTHORIZE CAPITAL EXPENDITURES**

Police Chief Ahlschlager requested authorization from City Council for the use of Capital Expenditures for purchase of Public Safety Software system. Currently, the P.D. utilizes LETG (Law Enforcement Technology Group, Inc.) through CentralSquare Technologies which houses RMS (Records Management Systems), CAD (Computer Aided Dispatch), and Squad MDT (Mobile Data Terminal). LETG is now being retired. Several Public Safety Software Systems were explored that included one by CentralSquare Technologies. Houston County Law Enforcement collectively decided on going with CentralSquare Technologies. The total cost is \$41,972.62 which will be paid over the next three years. The first invoice is 50% of the total amount (\$20,986.31) to be paid in 2022, 30% of the amount (\$12,591.78) in 2023, and

20% of the amount (\$8,394.52) in 2024. It was recommended that City Council approve the purchase of the Public Safety Software System through CentralSquare Technologies. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE USE OF CAPITAL EXPENDITURES FOR THE LA CRESCENT POLICE DEPARTMENT TO PURCHASE A PUBLIC SAFETY SOFTWARE SYSTEM THROUGH CENTRALSQUARE TECHNOLOGIES IN THE AMOUNT OF \$41,972.62 TO BE PAID OVER A THREE-YEAR PERIOD 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.

Police Chief Ahlschlager requested approval from City Council to purchase a 2023 Dodge Charger to be fitted with associated police equipment for emergency service. The vehicle would be purchased using the budgeted funds from the 2022 Capital Equipment Certificate from the Minnesota State Contract Bid Pricing for \$33,866.00. The Police Department's current fleet consists of five vehicles. Two of those vehicles are assigned to the Police Chief and the Investigations Division. The new squad would give the Patrol Division more flexibility. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner as follows:

**MOTION TO APPROVE THE PURCHASE OF A 2023 DODGE CHARGER FOR THE POLICE DEPARTMENT USING THE BUDGETED FUNDS FROM THE 2022 CAPITAL EQUIPMENT CERTIFICATE IN THE AMOUNT OF \$33,866.00.**

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.

City Administrator Waller recommended Council approval for the purchase of two new scoreboards for Abnet Field from the funds included in the 2022 Capital Equipment Certificate. The total cost of the scoreboards is \$12,176.00 from Datronics. La Crescent Youth Ball (LYB) and ISD300 have agreed to



assist with the installation costs of the scoreboards. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE PURCHASE OF TWO SCOREBOARDS FOR ABNET FIELD USING THE FUNDS WHICH WERE INCLUDED IN THE 2022 CAPITAL EQUIPMENT CERTIFICATE IN THE AMOUNT OF \$12,176.00.**

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.

**ITEM 3.6 – GAMBLING PERMIT APPLICATION**

City Council reviewed for approval a gambling permit application from La Crescent Softball Boosters for a raffle drawing to be held at the La Crescent Area Event Center on Saturday, February 11, 2023. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION TO APPROVE THE GAMBLING PERMIT APPLICATION FROM LA CRESCENT SOFTBALL BOOSTERS FOR A RAFFLE TO BE HELD ON SATURDAY, FEBRUARY 11, 2023.**

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.

**ITEM 3.7 – ELECTRIC VEHICLE ORDINANCE**

Sustainability Coordinator Ludwigson reviewed with City Council for approval an ordinance to permit electric vehicle charging equipment and infrastructure in all zoning districts. Following discussion, Member O'Donnell-Ebner introduced the following Ordinance, and moved its passage and adoptions:

**CITY OF LA CRESCENT ORDINANCE NO. 563**



## AN ORDINANCE TO PERMIT ELECTRIC VEHICLE CHARGING EQUIPMENT AND INFRASTRUCTURE IN ALL ZONING DISTRICTS

**The City Council of the City of La Crescent hereby ordains:**

### **DEFINITIONS:**

1. Definitions. As used in this chapter, the following terms shall have the following meanings:
  - a. “Battery Electric Vehicle Charging Station” means an electrical component assembly or cluster of component assemblies designed specifically to charge batteries within electric vehicles.
  - b. “Battery Electric Vehicle” means any vehicle that operates exclusively on electrical energy from an off-board source that is stored in the vehicle’s batteries, and produces zero tailpipe emissions or pollution when stationary or operating.
  - c. “Charging levels” means the standardized indicators of electrical force or voltage, at which an electric vehicle’s battery is recharged. The terms 1, 2, and 3 are the most common charging levels, and include the following specifications:
    - i. 1. Level-1 is considered slow charging. Voltage including the range from 0 through 120.
    - ii. 2. Level-2 is considered medium charging. Voltage is greater than 120 and includes 240.
    - iii. 3. Level-3 is considered fast or rapid charging. Voltage is greater than 240.
  - d. “Electric Capacity” means at a minimum: 1. Panel capacity to accommodate a dedicated branch circuit and service capacity to install a 208/240V outlet per charger; 2. Conduit from an electric panel to future EVCS location(s).
  - e. “Electric Vehicle” means a vehicle that uses electricity for propulsion.
  - f. “Electric Vehicle Charging Station (EVCS)” means a public or private parking space that is served by battery charging station equipment for the purpose of transferring electric energy to a battery or other energy storage device in an electric vehicle.

SECTION I. La Crescent Municipal Code, Chapter 154, Zoning Regulations, Chapter 12, Zoning Ordinance, Section 12.10 General Provisions, Subd. 19 Electric Vehicle Charging Stations be created to allow electric vehicles as a permitted accessory use in all zoning districts and hereby adopts requirements for electric vehicle charging requirements for residential and non-residential uses as well as construction standards for electric vehicle charging stations along with parking use standards and protections for electric vehicles as follows:

## ORDINANCE

### 2. Section 12.10 General Provisions

#### Subd. 19. ELECTRIC VEHICLE CHARGING STATIONS

A. Electric vehicle charging stations are permitted accessory structures in all zoning districts subject to the following requirements.

#### B. Electric vehicle charging infrastructure

Property Use	Electric vehicle charging infrastructure	Additional Requirements
Residential uses with up to 3 units	<ul style="list-style-type: none"><li>▪ If enclosed parking spaces are present the electrical service panel requires a 240v breaker with 40-amp service and one conduit or raceway run to a junction box on the enclosed parking space wall/per unit</li></ul>	N/A
Residential uses with 4 to 14 units	<ul style="list-style-type: none"><li>▪ If enclosed parking spaces are present the electrical service panel requires two 240v breakers with 4 - amp service and two conduit or raceways run to a junction box on the enclosed parking space wall/per unit</li><li>▪ If there are no enclosed parking garages, 5% of surface parking spaces require 240v 40-amp service and conduit or raceway run to the edge of the surface parking</li></ul>	At least one ADA space must have access to energized outlets

	<ul style="list-style-type: none"> <li>lot</li> <li>▪ L3 energized outlets are encouraged, but not required</li> </ul>	
Residential uses with 15 or more units	<ul style="list-style-type: none"> <li>▪ If enclosed parking spaces are present the electrical service panel the electrical service panel(s) requires four 240v breakers with 40-amp service and conduit or raceways run to a junction box on the enclosed parking space wall</li> <li>▪ 10% of surface parking spaces (if they exist) require 240v 40-amp service and conduit or raceway run to the edge of the surface parking lot</li> <li>▪ L3 energized outlets are encouraged, but not required</li> </ul>	At least one ADA space must have access to energized outlets
Non-residential uses with up to 20 spaces	<ul style="list-style-type: none"> <li>▪ If enclosed parking spaces are present, at least four spaces require a 240v 40-amp service and conduit or raceway run to a junction box on the enclosed parking space wall/per unit</li> <li>▪ 10% percent of surface parking spaces require 240v 40-amp service and conduit or raceway</li> </ul>	At least two ADA spaces must have access to energized outlets



	run to the edge of the surface parking lot <ul style="list-style-type: none"> <li>▪ L3 energized outlets are encouraged, but not required</li> </ul>	
Non-residential uses with 21 or more off-street parking spaces	<ul style="list-style-type: none"> <li>▪ If enclosed parking garages are present, at least five garage spaces require a 240v 40-amp service and conduit or raceway run to a junction box on the enclosed parking space wall/per unit</li> <li>▪ 20% percent of surface parking spaces require L2 energized outlets 240v with 40-amp service</li> <li>▪ At least one L3 energized outlet</li> </ul>	At least two ADA spaces must have access to energized outlets

C. EVCS cords shall be retractable or have a place to hang the connector and cord sufficiently above the pedestrian surface as to minimize tripping hazards;

D. Any cords connecting the charger to a vehicle shall be configured so that they do not cross a driveway, sidewalk, accessibility routes, or passenger unloading area;

E. In order to proactively plan for and accommodate the anticipated future growth in market demand for electric vehicles it is strongly encouraged, but not required, that all new and expanded development parking areas consider adding the electrical infrastructure necessary to support the future installation of Electric Vehicle Charging Stations. This may include increasing electrical panel capacity, the installation of conduit or raceway, or other actions. Installing the infrastructure necessary for Electric Vehicle Charging Stations during construction is significantly more cost effective than retrofitting parking areas to be EV-ready;

F. EVCS shall be posted with signage indicating the space is reserved for electric vehicle charging purposes;

G. EVCS shall provide a phone number or other contact information on the equipment to report problems;

H. EVCS shall have adequate lighting available for ease of night time use;

I. EVCS equipment shall be protected by a curb, wheel stops, or concrete filled bollards;

J. EVCS installers shall consider the following best practices for considerations of individuals protected under The Americans with Disabilities Act (ADA) until such time as there is national standard for ADA requirements for EVCS;

K. Accessible EVCS shall count toward the minimum number of accessible car and van parking spaces required in a parking facility;

L. EVCS shall be located so they are accessible for a person in a wheelchair on an access aisle, and the EVCS should not encroach on the access aisle;

M. Reach range and turning radius requirements from ADA are good standards for accessing the equipment;

N. Bollards, curb, or wheel stops shall not obstruct the use of the charging station;

O. Charging equipment may be shared between accessible EVCS and regular EVCS;

P. It is recommended that at least one accessible EVCS be included when installing multiple EVCS. If installing only one EVCS, strong consideration should be given to making it accessible;

Q. Allows for a 5% reduction of minimum required parking for the installation of EV chargers above and beyond requirements, at a ratio of one L2 or L3 charger to one parking spot;

R. New off-street parking areas will need to comply with the EV charger requirements and if an existing parking area is physically expanded, any added parking areas will need to meet ratios for minimum EV charging requirements as well

**3. Effective Date.** This Ordinance shall be in full force and effect from its date of publication.

PASSED AND ADOPTED by the City Council of the City of La Crescent, Minnesota, this 28th day of November, 2022.

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 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 Ordinance was declared duly passed and adopted.

City Council also reviewed the Summary Ordinance for publication. The Council made the following finding of facts: that the publication of the summary informs the public of the intent and effect of the Ordinance.

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

**MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 563 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 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.

### **ITEM 3.8 – SOLAR REQUEST FOR PROPOSALS**

City Sustainability Coordinator Ludwigson reviewed with City Council on July 22<sup>nd</sup>, 2022 the city issued a Third-Party Solar Request for Proposals (RFP's) for the Ice Arena and Aquatic Center. On October 5<sup>th</sup> 2022 the city received three proposals for the solar PV systems. The proposals were from Winona Renewable Energy, Solar Connection, and iDeal Energies and were as follows:

1. Winona Renewable Energy – proposal was incomplete as it only provided solar for the Ice Arena.



2. Solar Connection – total cost of \$499,000 and would include bi-facial panels, single-phase inverters, proposed power output of 345,910 kWh.
3. iDeal Energies – \$0.00 cost to the city with the city having the opportunity to assume ownership of the systems in the future and would include proposed power output of 357,028 kWh and use of single-phase inverters.

The proposal from iDeal Energies scored highest using the selection criteria as outlined in the RFP. It was recommended City Council approve City Attorney Wieser to proceed with further review of the iDeal Energies proposal and that approval of the contract with iDeal Energies would be contingent upon a final review of all existing solar agreements to ensure that there is not an adverse impact to any existing agreements. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams as follows:

**MOTION TO AUTHORIZE THE CITY ATTORNEY TO REVIEW THE IDEAL ENERGIES PROPOSAL AND REVIEW COMPLIANCE WITH EXISTING SOLAR AGREEMENT AND BRING BACK TO CITY COUNCIL.**

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.

At 6:00 p.m., Mayor Poellinger recessed the meeting for the Public Meeting for the 2023 General Fund Budget and Levy.

**ITEM 2 – PUBLIC HEARING/MEETING**

It being 6:00 p.m., Mayor Poellinger opened the public meeting on the 2023 General Fund Budget and Levy. City Administrator Waller circulated a sign-up sheet and gave an overview of the process. As a point of clarification, in April of each year the City Council holds the Board of Appeal and Equalization meeting, at which time property owners can ask questions about their proposed property value and property classification. Questions about property value and property classification will need to wait until the Board of Appeal and Equalization meeting which will be held in April of 2023. The item City Council reviewed for consideration was the proposed resolution setting the 2023 levy. The Mayor then asked if anyone present in the audience wished to make comment or had questions. Comments and questions were received from those in attendance. The public meeting was then closed. There were no questions from City Council.

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

# **MOTION TO ADOPT THE 2023 GENERAL FUND BUDGET.**

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.

Following discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage for adoption:

## **RESOLUTION 11-22-42**

### **RESOLUTION MAKING FINAL GENERAL LEVIES FOR COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE CALENDAR YEAR 2023**

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

1. It is hereby determined and declared that there shall be and there is hereby levied upon all taxable property within the City for the general purposes of the City, as provided by law, to be collected in the year 2023 as part of the general taxes due and payable in the year 2023 a direct ad valorem tax in the amount of \$2,257,010.00 as provided by State law to be levied and collected in the manner provided by law.
2. Be it also hereby determined and declared that there shall be and there is hereby levied upon taxable property within the City of La Crescent for public library service, a tax in the amount of \$181,269.00 to be collected in the year 2023, as authorized by Minnesota Statutes, Section 134.33 and 134.34.
3. It is hereby found, determined, and declared that the amounts set forth in a column at the right to be levied with taxes to be collected in the calendar year 2023, in conjunction with the various bonds issued and sinking funds described below:

FUND #	YEAR	DESCRIPTION	TO BE LEVIED FOR COLLECTION IN CALENDAR YEAR 2023
322	2015A	G.O. Refunding Bonds – Apple Blossom Acres	\$3,500.00
325	2016A	G.O. Refunding Rec. Fac. Bonds – Aquatic Center	\$199,900.00
327	2016A	G.O. Improvement Bonds – Oak St. Recon.	\$115,800.00
328	2017A	G.O. Equipment Certificates	\$120,500.00
329	2018A	G.O. Improvement Bonds – Streets/Veterans Park	\$148,500.00



FUND #	YEAR	DESCRIPTION	TO BE LEVIED FOR COLLECTION IN CALENDAR YEAR 2023
330	2019A	G.O. Equipment Certificates – Fire Truck	\$48,800.00
331	2019B	G.O. Improvement Bonds – Street Recon.	\$30,600.00
332	2020A	G.O. Improvement Bonds – HTM	\$174,000.00
333	2020A	G.O. Bonds – Tax Abatement - Ice Arena	\$17,700.00
334	2022A	G.O. Imp. Bonds/Equip. Cert. & CIP Bonds	\$227,300.00
		TOTAL DEBT SERVICE LEVY	<b>\$1,086,600.00</b>

4. Total levy for the City of La Crescent for collection in 2023 is \$3,524,879.00.

ADOPTED this 28<sup>th</sup> day of November, 2022.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

The motion for the adoption of the foregoing resolution was duly seconded by Member Williams and upon a roll call vote taken and tallied by the City Administrator, 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 and the resolution duly passed and adopted.

### **ITEM 3.9 – 223 LODGING TAX CONTRACTS**



City Council reviewed the following agreements regarding the 2023 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, 2023 and end December 31, 2022.

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

**MOTION TO APPROVE THE MARKETING AND PROMOTIONAL AGREEMENT REGARDING THE 2023 LODGING TAX BETWEEN THE CITY OF LA CRESCENT AND THE LA CROSSE AREA CONVENTION AND VISITOR BUREAU, INC., AS PRESENTED.**

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

Member Jostad abstained. The motion was declared duly carried by a 3-1 vote.

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

**MOTION TO APPROVE THE MARKETING AND PROMOTIONAL AGREEMENT REGARDING THE 2023 LODGING TAX BETWEEN THE CITY OF LA CRESCENT AND THE LA CRESCENT AREA EVENT CENTER, INC., 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.

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

**MOTION TO APPROVE THE MARKETING AND PROMOTIONAL AGREEMENT  
REGARDING THE 2023 LODGING TAX BETWEEN THE CITY OF LA CRESCENT 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.

**ITEM 3.10 – PERSONNEL COMMITTEE RECOMMENDATIONS**

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

1. A tentative agreement has been reached with the LELS Union (Police) on a three-year contract agreement that covers 2023 thru 2025. The agreement includes an increase in the City's contribution to insurance and an increase in wages, along with language changes to the union contract. The terms of the agreement are as follows with a correction to the last item regarding the Corporal position compensation:
  - Article 10 Vacations – new contract language:  
The full lump sum of vacation hours per the UNION contract schedule are placed into the employee's vacation bank at the start of their employment and then every year thereafter on the first payroll in the month of their anniversary date of employment with the city. Upon separation from employment prior to the employee's next anniversary date, vacation hours will be pro-rated for time earned during the period from their current year anniversary date through the date of separation and hours unearned will be removed. If an employee has already used more vacation hours than they actually earned during the time period from their last anniversary date to the date of separation, the city will deduct from their final pay for the hours that were previously paid that were not earned.
  - Article 13 Insurance:  
2023 Single - \$1,004 per month and family \$1,851 per month  
2024 Single - \$1,029 per month and family \$1,926 per month  
2025 Single - \$1,054 per month and family \$2,026 per month
  - Article 15 Compensation – Effective January 1, 2023, increase the hourly rate of pay from \$1.50 to \$3.00 per hour, and add contract language requiring defibrillator certification and Narcan certification.



- Article 19 Grievances – new contract language. For grievance matters involving written disciplinary action, discharge, or termination, the assignment of an arbitrator shall be consistent with Minnesota Statute 626.892.
  - Article 20 Uniform Allowance – new contract language:  
Section 20.3 – Each employee shall be offered an allowance of four hundred twenty-five dollars (\$425) for the purpose of purchasing a handgun. The cost of the gun will be prorated on a straight-line depreciation method over a ten (10) year period of time, with the proportional payback to the City by the employee if the employee leaves the employ of the City short of the depreciation period.
  - Article 24 Duration – Three (3) year contract years 2023, 2024, and 2025.
  - Appendix A Wages – Cost-of-living adjustment of \$.0% in 2023, 4.0% in 2024, and 4.0% in 2025.
  - Appendix A wages – Establishment of new Corporal position which is compensated at 6.5% above the seventy-two months rate of pay.
2. That the same wage and insurance increases as approved in the LELS agreement be extended to City employees that are not represented by a bargaining unit for the years 2023 thru 2025. This includes the City Administrator, Finance Director, Police Chief, and Golf Course Superintendent.
  3. That the same wage increase for 2023 thru 2025 be approved for the members of the Fire Department. It was suggested that any City Council members that are also members of the Fire Department abstain from this vote.
  4. That the same wage increase for 2023 thru 2025 be approved for all part-time seasonal employees. This includes summer maintenance employees, summer recreation employees, part-time employees at the golf course, members of the Police Reserve, and the compost/brush site employee.

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

**MOTION TO APPROVE THE THREE (3) YEAR LELS UNION (POLICE) CONTRACT AGREEMENT THAT COVERS 2023-2025 AS PRESENTED WITH THE CORRECTION OF 6.5% ABOVE THE SEVENTY-TWO MONTHS RATE OF PAY FOR THE CORPORAL POSITION.**

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.

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



**MOTION TO APPROVE THE SAME WAGE AND INSURANCE INCREASES IN THE LELS UNION (POLICE) CONTRACT AGREEMENT TO CITY EMPLOYEES NOT REPRESENTED BY A BARGAINING UNIT FOR 2023-2025 (CITY ADMINISTRATOR, FINANCE DIRECTOR, POLICE CHIEF, AND GOLF COURSE SUPERINTENDENT).**

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.

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

**MOTION TO APPROVE THE SAME WAGE INCREASES IN THE LELS UNION (POLICE) CONTRACT AGREEMENT FOR MEMBERS OF THE FIRE DEPARTMENT FOR 2023-2025.**

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.

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

**MOTION TO APPROVE THE SAME WAGE INCREASES IN THE LELS UNION (POLICE) CONTRACT AGREEMENT FOR ALL PART-TIME SEASONAL EMPLOYEES FOR 2023-2025 (SUMMER MAINTENANCE EMPLOYEES, SUMMER RECREATION EMPLOYEES, PART-TIME EMPLOYEES AT THE GOLF COURSE, POLICE RESERVES, AND COMPOST/BRUSH SITE EMPLOYEE).**

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.

### **ITEM 3.11 – 2023 LICENSE RENEWALS**

City Council reviewed a list of proposed license renewals for 2023. The applications appear to be in order, and it was recommended to City Council to approve the license renewal applications. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

#### **MOTION TO APPROVE THE PRESENTED LIST OF LICENSE RENEWALS FOR 2023 FOR THE FOLLOWING:**

**GAS INSTALLERS – ABSOLUTE COMFORT HEATING & AIR CONDITIONING, LLC; AMERICAN HOME FIREPLACE & PATIO, INC; BAGNEIFSKI HEATING & AIR CONDITIONING; B & C PLUMBING & HEATING, INC; BOB’S APPLIANCE SERVICE; BOSTRACK HEATING & AIR CONDITIONING; DEML CONTROLS, INC; HALEY COMFORT SYSTEMS, INC; K & S HEATING & AIR CONDITIONING, INC; MIDWEST TV & APPLIANCE, LLC; NEWMAN HEATING & COOLING, LLC; NIEBUHR PLUMBING & HEATING CO; RISCH HEATING & AIR CONDITIONING; RIVER CITY HEATING & AIR CONDITIONING; RON HAMMES REFRIGERATION, INC; SAVAGE HEATING & AIR, LLC; SCHNEIDER HEATING & AIR CONDITIONING; WINONA CONTROLS, LLC.**

**ON SALE 3.2 – CORKY’S PIZZA**

**ON SALE WINE – CORKY’S PIZZA**

**CIGARETTES – KWIK TRIP #437; KWIK TRIP #614; QUILLINS INC.**

**OFF SALE 3.2 – KWIK TRIP #437; KWIK TRIP #614; QUILLINS INC.**

**LIQUOR OFF SALE – MINEGAR’S SPORTS HUB; SCHMITTY’S TIMEOUT TAVERN**

**LIQUOR ON SALE – MINEGAR’S SPORTS HUB; SCHMITTY’S TIMEOUT TAVERN**

**LIQUOR SUNDAY – MINEGAR’S SPORTS HUB; SCHMITTY’S TIMEOUT TAVERN**

**SOLID WASTE – RICHARD’S SANITATION LLC; WASTE MANAGEMENT**

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

Cherryl Jostad	Yes
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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 – TAX CERTIFICATION RESOLUTION**

City Administrator Waller reviewed with City Council a Resolution presented annually for properties making special levies for the collection with real estate taxes payable in the Calendar Year 2023. Following discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage and adoption:

#### **RESOLUTION 11-22-43 RESOLUTION MAKING SPECIAL LEVIES FOR COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE CALENDAR YEAR 2023**

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 2023 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 2023</b>	<b>CODE</b>
25.0071000	TIPPETTS RENTALS, LLC	11100111	103.70	80
25.0071000	TIPPETTS RENTALS, LLC	11102506	82.75	80
25.0071000	TIPPETTS RENTALS, LLC	11102716	73.19	80
25.0912000	SUE BERANEK	11901600	1152.10	80
25.0576000	JAMIE PUENT	30105401	455.64	80
25.1257003	BILL KISTLER	30301407	425.78	80
25.1257003	BILL KISTLER	30302304	252.10	80
25.1257003	BILL KISTLER	30302902	306.74	80
25.1257006	BILL KISTLER	30306502	455.64	80
25.1314000	JOSHUA & JENNIFER WEIKER	30903605	288.92	80
25.1266025	AMANDA KLOSS	31304901	426.81	80
25.1266026	TONY COLBERT	31305001	25.64	80
25.0657000	JACQUELINE GERKE-EDWARDS	40119902	106.92	80
25.0640000	LEONARD GREENWOOD	INV 2799 & 2805	110.00	80
25.0517000	KRISTEN STUHR	INV 2803	55.00	80



HOUSTON CO. AUDITOR REF. NUMBER	PROPERTY OWNER	CITY ACCOUNT #	AMOUNT TO BE LEVIED IN 2023	CODE
25.0480000	ROBERT PETERSON	INV 2806	55.00	80
25.1064000	MARK MC ALEAR	INV 2837	165.00	80

ADOPTED this 28<sup>th</sup> day of November, 2022.

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, 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 and the resolution duly passed and adopted.

### **ITEM 3.13 – AUTHORIZE PRE-DEMOLITION HOUSE INSPECTION**

City Council reviewed a memo from City Building and Zoning Official Shawn Wetterlin requesting authorization for a pre-demolition asbestos inspection for the city-owned house at 332 South 1<sup>st</sup> Street. This is a requirement from the Minnesota Pollution Control Agency prior to demolition. After receipt of the asbestos inspection report proposals for any needed asbestos abatement will be acquired. The proposals for the Pre-Demolition Asbestos Inspection are as follows:

1. Asbestrol, inc. \$900.00
2. Med City Environmental \$1,500.00

It was recommended that the City Council approve the proposal from Asbestrol, Inc. in the amount of \$900.00. There are funds available in the 2022 General Fund budget for this inspection. The demolition cost of the structure will come before the council at a later date. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

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

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

#### **6. STAFF CORRESPONDENCE/COMMITTEE UPDATES**

City Council reviewed correspondence from Explore La Crosse regarding the November 15th, 2022 Board Meeting Agenda as well as the October 18th, Minutes.

#### **9. CHAMBER OF COMMERCE**

Chamber of Commerce President, Sarah Delacy and Chamber Representative, Tammy Stremcha were in attendance and gave the City Council 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 Williams 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 and the meeting duly adjourned at 6:37 PM.

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

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

#1.2



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator  
DATE: December 9, 2022  
RE: Bills Payable

Attached for review and consideration by the City Council are the bills payable for the period ending December 9, 2022. We would suggest that the City Council approve the payment of the bills as presented.



Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>3P ADMINISTRATORS, INC.</b>						
11/13/22 ERNST	MEDICAL REIMB P/R DEDUCTED-ERNSTER	11/15/2022	20.00	20.00	11/15/2022	
Total 9457:			20.00	20.00		
<b>ACENTEK</b>						
11/22 STMT	ARENA PHONE CHARGES	11/30/2022	282.07	.00		
11/22 STMT	FIRE DEPT PHONE CHARGES	11/30/2022	460.57	.00		
11/22 STMT	GOLF COURSE PHONE CHARGES	11/30/2022	442.09	.00		
11/22 STMT	LIBRARY PHONE CHARGES	11/30/2022	135.87	.00		
11/22 STMT	LIC BUR PHONE CHARGES	11/30/2022	175.47	.00		
11/22 STMT	PUBLIC WORKS PHONE CHARGES	11/30/2022	49.33	.00		
11/22 STMT	SEWER PHONE CHARGES	11/30/2022	124.00	.00		
11/22 STMT	STREET/ALLEY PHONE CHARGES	11/30/2022	42.85	.00		
11/22 STMT	WATER PHONE CHARGES	11/30/2022	87.06	.00		
11/22 STMT	CITY HALL PHONE CHARGES	11/30/2022	345.38	.00		
11/22 STMT	POLICE DEPT PHONE CHARGES	11/30/2022	336.94	.00		
11/22 STMT	BLDG/ZNG PHONE CHARGES	11/30/2022	49.33	.00		
11/22 STMT	POOL PHONE CHARGES	11/30/2022	124.90	.00		
11/22 STMT	BRUSH SITE PHONE CHARGES	11/30/2022	36.64	.00		
Total 24:			2,692.50	.00		
<b>AFLAC</b>						
11/22 STMT	INSURANCE PREMIUMS	12/01/2022	91.40	.00		
Total 72:			91.40	.00		
<b>AFSCME</b>						
11/22 DUES	PAYROLL DEDUCTED UNION DUES	12/01/2022	698.26	.00		
Total 25:			698.26	.00		
<b>AMAZON CAPITAL SERVICES</b>						
16V9-JMNG-41F	LIBRARY - PROCESSING MATERIALS	11/16/2022	45.26	.00		
1GTV-NY73-H1F	LIBRARY - CLEANING SUPPLIES	11/29/2022	138.57	.00		
1QJJ-1NTH-G7X	TWO WAY RADIO BATTERIES	11/16/2022	227.94	.00		
1T73-L4P7-NJG	ICE GRIPS FOR SHOES	11/17/2022	112.99	.00		
1WDK-QRRT-MQ	PART FOR VACUUM	11/23/2022	6.94	.00		
1WDK-QRRT-MQ	PART FOR 2011 GMC	11/23/2022	22.07	.00		
Total 9956:			553.77	.00		
<b>AMERICAN LEGAL PUBLISHING CORP</b>						
20692	INTERNET RENEWAL - 12/22 - 12/23	11/10/2022	495.00	.00		
21385	EDITING CODE OF ORD SUPPLEMENT PAGES	11/30/2022	495.00	.00		
21796	EDITING SUPPLEMENTAL PAGES ON INTERNET	11/30/2022	203.00	.00		
Total 8057:			1,193.00	.00		
<b>BENEFIT PLAN ADMINISTRATORS</b>						
INV008678	FSA ADMINISTRATIVE FEES	11/15/2022	38.25	38.25	11/15/2022	
Total 9724:			38.25	38.25		
<b>BOBCAT OF THE COULEE REGION</b>						
01-58890	GC - REPAIR TORO MOWER	10/17/2022	2,390.43	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 216:			2,390.43	.00		
<b>BREYER'S SALES AND SERVICE INC</b>						
16855	CHAINSAW FILES	11/29/2022	2.50	.00		
16856	SNOW BLOWER FOR BIKE BRIDGE	11/29/2022	1,999.00	.00		
Total 131:			2,001.50	.00		
<b>BUEHLER, CASSANDRA J</b>						
10/22 REIMB	FIRE PREVENTION SUPPLIES	10/10/2022	62.64	.00		
10/22 REIMB	FIRE PREVENTION SUPPLIES	10/10/2022	52.72	.00		
10/22 REIMB	CO ALARM FOR TRAINING ROOM	10/10/2022	48.14	.00		
Total 9202:			163.50	.00		
<b>CITY OF LA CRESCENT</b>						
11/22 ANIMAL	WATER/SEWER UTIL.-ANIMAL SHELTER	11/30/2022	238.71	.00		
11/22 OLD HICK	WATER/SEWER UTIL.-OLD HICKORY PARK SHELTER	11/30/2022	78.83	.00		
Total 196:			317.54	.00		
<b>CLEARWAY COMMUNITY SOLAR LLC</b>						
10/22 STMT	608 S 7TH STREET - TENNIS CT LIGHTS	10/31/2022	8.30	.00		
10/22 STMT	400 LARCH AVE - WELL 2	10/31/2022	538.77	.00		
10/22 STMT	200 STONEY POINT - WELL HOUSE	10/31/2022	658.79	.00		
10/22 STMT	523 S CHESTNUT ST - ANIMAL SHELTER	10/31/2022	33.36	.00		
10/22 STMT	407 ORCHARDVIEW - BOOSTER STATION	10/31/2022	251.60	.00		
10/22 STMT	1200 JONATHAN LANE - PARK SHELTER	10/31/2022	35.50	.00		
10/22 STMT	1450 HWY 16 - LIFT STATION	10/31/2022	24.73	.00		
10/22 STMT	193 MCINTOSH RD - BOOSTER STATION	10/31/2022	152.09	.00		
10/22 STMT	110 MIDNIGHT ST - LIFT STATION	10/31/2022	43.13	.00		
10/22 STMT	209 S WALNUT ST - LAC SIGN	10/31/2022	11.66	.00		
10/22 STMT	520 S 14TH ST - ICE ARENA	10/31/2022	2,124.25	.00		
10/22 STMT	336 S 1ST ST - COMM. BLDG.	10/31/2022	127.80	.00		
10/22 STMT	219 MAIN STREET - UNIT LIGHTS	10/31/2022	64.89	.00		
10/22 STMT	321 MAIN STREET - LIBRARY	10/31/2022	135.75	.00		
10/22 STMT	202 MAIN STREET - FLAG LIGHT	10/31/2022	2.64	.00		
10/22 STMT	722 N 2ND STREET - RADIUM PLANT	10/31/2022	1,649.59	.00		
10/22 STMT	608 S 7TH STREET - POOL	10/31/2022	424.46	.00		
10/22 STMT	31 MCINTOSH RD - LIFT STATION	10/31/2022	9.38	.00		
10/22 STMT	1323 SPRUCE DRIVE - ABNET FIELDS	10/31/2022	26.07	.00		
10/22 STMT	219 CHESTNUT STREET - BRIDGE LIGHT	10/31/2022	46.51	.00		
Total 9854:			6,369.27	.00		
<b>CUSTOM ALARM</b>						
533992	GC - MONTHLY ALARM MONITORING SYSTEM	12/01/2022	38.28	.00		
Total 290:			38.28	.00		
<b>DAVY LABORATORIES</b>						
22K0334	WATER - SAMPLES	11/23/2022	96.30	.00		
Total 312:			96.30	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
DEMCO INC						
7222238	LIBRARY - PROCESSING MATERIALS	11/18/2022	89.21	.00		
Total 316:			89.21	.00		
DEPT OF NATURAL RESOURCES						
11/8/22-11/14/22	WEEKLY RECREATIONAL VEH. REGIST.	11/14/2022	626.81	626.81	11/18/2022	
Total 318:			626.81	626.81		
DEPUTY #031 LA CRESCENT						
12/22 2015 DOD	PD - INVESTIGATOR VEHICLE	12/01/2022	14.25	.00		
Total 9750:			14.25	.00		
E O JOHNSON CO INC - LEASE						
32902456	CITY HALL - COPY MACHINE MAINT	11/20/2022	187.50	.00		
32902456	POLICE - COPY MACHINE MAINT	11/20/2022	112.49	.00		
32902456	BLDG/ZNG - COPY MACHINE MAINT	11/20/2022	112.49	.00		
32902456	PUBLIC WORKS - COPY MACHINE MAINT	11/20/2022	112.49	.00		
32902456	FIRE DEPT - COPY MACHINE MAINT	11/20/2022	74.99	.00		
32902456	WATER DEPT - COPY MACHINE MAINT	11/20/2022	74.99	.00		
32902456	SEWER DEPT - COPY MACHINE MAINT	11/20/2022	74.99	.00		
32902456	NEWSLETTER PRINTING	11/20/2022	1,136.40	.00		
Total 9397:			1,886.34	.00		
EFTPS - ELECTRONIC FEDERAL TAX						
11/11/22 P/R	FED/FICA/MEDICARE	11/17/2022	19,571.13	19,571.13	11/17/2022	
Total 1127:			19,571.13	19,571.13		
EMERGENCY MEDICAL PRODUCTS INC						
2488426	FD - MEDICAL SUPPLIES	10/11/2022	633.16	.00		
2489135	FD - MEDICAL SUPPLIES	10/12/2022	102.70	.00		
2490401	FD - MEDICAL SUPPLIES	10/25/2022	633.16	.00		
2503583	FD - MEDICAL SUPPLIES	11/17/2022	327.84	.00		
2504116	FD - MEDICAL SUPPLIES	11/21/2022	138.78	.00		
Total 433:			1,835.64	.00		
FARRELL EQUIPMENT & SUPPLY CO.						
1542	DUMP SITE REPAIR	11/28/2022	139.96	.00		
Total 8459:			139.96	.00		
FLAGSHIP RECREATION						
F10024	VETS PARK/EVENT CENTER BIKE RACK	11/28/2022	1,099.00	.00		
Total 9160:			1,099.00	.00		
GLASS SERVICE CENTER INC						
I080337	FRONT SIDE DOOR REPLACEMENT	11/18/2022	3,870.76	.00		
Total 644:			3,870.76	.00		



Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>GOPHER STATE ONE-CALL</b>						
2110515	WATER - LOCATE	11/30/2022	24.97	.00		
2110515	SEWER - LOCATE	11/30/2022	24.98	.00		
Total 620:			49.95	.00		
<b>GRAF ELECTRIC, INC.</b>						
19675	WELL #4 REPAIR EXHAUST FAN AND LIGHT	11/28/2022	350.87	.00		
20362	GRINDER PUMP - 306 SHORE ACRES	11/18/2022	156.25	.00		
Total 619:			507.12	.00		
<b>GREAT PLAINS FIRE, INC.</b>						
7183	FD - PPE 12 SETS TURN OUT GEAR	11/14/2022	34,226.08	.00		
Total 10058:			34,226.08	.00		
<b>HILLTOPPER REFUSE &amp; RCYL SRVC</b>						
11/22 BAGS	MONTHLY REFUSE P/U - BAGS	11/30/2022	6,850.80	.00		
11/22 STMT	REFUSE P/U - CITY HALL	11/30/2022	66.41	.00		
11/22 STMT	REFUSE P/U - LIBRARY	11/30/2022	10.00	.00		
11/22 STMT	REFUSE P/U - FIRE DEPT	11/30/2022	25.00	.00		
11/22 STMT	RECYCLING P/U FIRE DEPT	11/30/2022	16.00	.00		
11/22 STMT	REFUSE P/U MAINTENANCE	11/30/2022	152.69	.00		
11/22 STMT	REFUSE P/U - ARENA	11/30/2022	148.30	.00		
11/22 STMT	REFUSE P/U - ANIMAL SHELTER	11/30/2022	74.19	.00		
11/22 STMT	CITYWIDE RECYCLING P/U	11/30/2022	7,177.40	.00		
Total 9233:			14,520.79	.00		
<b>HOKAH CO-OP OIL ASSOCIATION</b>						
198303	GC - TIRE REPAIR	11/03/2022	34.26	.00		
6310	GC - FUEL FILL	11/01/2022	1,876.65	.00		
Total 715:			1,910.91	.00		
<b>HOUSTON CNTY TREASURER</b>						
3614-F	PD - CENTRAL SQUARE PYMT 1 OF 3	11/21/2022	20,986.31	.00		
3649-F	PD - FALL TRAINING	11/15/2022	590.28	.00		
Total 751:			21,576.59	.00		
<b>INNOVATIVE OFFICE SOLUTIONS</b>						
IN3999893	PD - OFFICE SUPPLIES	11/10/2022	65.79	.00		
IN3999893	B & Z - OFFICE SUPPLIES	11/10/2022	22.16	.00		
IN3999893	CITY - OFFICE SUPPLIES	11/10/2022	120.19	.00		
IN4008777	CITY - OFFICE SUPPLIES	11/18/2022	77.33	.00		
Total 9471:			285.47	.00		
<b>KIRCH, LARRY</b>						
11/1/22 - 11/30/2	ECONOMIC DEVELOPMENT SERVICES	11/30/2022	3,520.00	.00		
Total 10006:			3,520.00	.00		
<b>KWIK TRIP INC</b>						
11/22 STMT	PD - FUEL	11/30/2022	1,611.27	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
11/22 STMT	B & Z - FUEL	11/30/2022	60.67	.00		
11/22 STMT	FD - FUEL	11/30/2022	63.94	.00		
11/22 STMT	STREET - FUEL	11/30/2022	1,364.61	.00		
11/22 STMT	PARKS - FUEL	11/30/2022	373.58	.00		
11/22 STMT	SEWER - FUEL	11/30/2022	64.44	.00		
11/22 STMT	WATER - FUEL	11/30/2022	64.43	.00		
11/22 STMT	PD - VEHICLE MAINT	11/30/2022	15.99	.00		
11/22 STMT	FOOD FOR ELECTIONS	11/30/2022	42.93	.00		
Total 1014:			3,661.86	.00		
<b>LA CRESCENT AUTO REPAIR, INC</b>						
25277	PD - P19 MAINTENANCE/REPAIR	12/01/2022	312.71	.00		
25558	PD - P21 MAINTENANCE/REPAIR	12/01/2022	1,167.28	.00		
25575	FD - VEHICLE MAINTENANCE	12/06/2022	103.79	.00		
Total 8168:			1,583.78	.00		
<b>LA CRESCENT ROCK PRODUCTS INC</b>						
22-561	ROCK FOR WIESER PARK ENTRANCE	11/30/2022	550.31	.00		
Total 1121:			550.31	.00		
<b>LAW ENFORCEMENT LABOR SERVICES</b>						
11/22 DUES	PD - PAYROLL DEDUCTED UNION DUES	12/01/2022	455.00	.00		
Total 1134:			455.00	.00		
<b>LIBRARY IDEAS LLC</b>						
93924	LIBRARY BOOKS - GRANT FUNDED	10/20/2022	1,917.38	.00		
94106	LIBRARY BOOKS - GRANT FUNDED	11/01/2022	127.77	.00		
Total 10004:			2,045.15	.00		
<b>LUDWIGSON, JASON</b>						
11/01/22 - 11/30/	SUSTAINABILITY SERVICES	11/30/2022	4,160.00	.00		
Total 9632:			4,160.00	.00		
<b>MAYO CLINIC AMBULANCE SERVICE</b>						
CPR CITY EMPL	CPR CLASS CITY EMPLOYEES	10/06/2022	312.00	.00		
CPR CLASS 10/7	CPR CLASS	10/07/2022	15.00	.00		
CPR CLASS 11-1	CPR CLASS	11/12/2022	234.00	.00		
CPR CLASS 9-3	CPR CLASS	09/30/2022	104.00	.00		
Total 8150:			665.00	.00		
<b>MC CABE ROOFING, INC.</b>						
6263	REPAIR FD ROOF	11/29/2022	652.00	.00		
Total 8404:			652.00	.00		
<b>MCFOA</b>						
DUES	MCFOA MEMBERSHIP RENEWAL	11/30/2022	50.00	.00		
Total 1306:			50.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>MENARDS-LA CROSSE</b>						
75303	GC - CLEANING	11/16/2022	73.89	.00		
75303	GC- BLDG REPAIR	11/16/2022	117.91	.00		
75303	GC - COURSE MAINTENANCE	11/16/2022	66.42	.00		
75551	CREDIT - RETURN COUPLINGS	11/21/2022	77.45	.00		
75553-1	GC - COURSE MAINTENANCE	11/21/2022	16.16	.00		
75909	BENCH GRINDER	11/28/2022	164.93	.00		
75956	SHOP TOOLS	11/29/2022	344.68	.00		
75956	STREET - TRUCK REPAIR	11/29/2022	8.70	.00		
75956	PARKS - REPAIR	11/29/2022	44.72	.00		
Total 1352:			759.96	.00		
<b>MICROMARKETING, LLC</b>						
906647	LIBRARY - BOOKS	11/17/2022	25.99	.00		
907273	LIBRARY - BOOKS	11/28/2022	135.13	.00		
Total 10060:			161.12	.00		
<b>MIDWEST TAPE</b>						
502946822	LIBRARY- MOVIES	11/10/2022	22.49	.00		
502978552	LIBRARY- MOVIES	11/17/2022	8.99	.00		
Total 9851:			31.48	.00		
<b>MIENERGY COOPERATIVE</b>						
MR 1084 #99	FIRE STATION RENOVATION LOAN	12/01/2022	3,000.00	.00		
Total 9578:			3,000.00	.00		
<b>MINNESOTA CHILD SUPPORT PAYMENT CENTER</b>						
11/25/22 001563	MN CHILD SUPPORT	11/28/2022	640.97	640.97	11/28/2022	
Total 9597:			640.97	640.97		
<b>MINNESOTA DEPARTMENT OF HEALTH</b>						
4TH QTR 2022	QTRLY STATE WATER CONNECTION FEE	12/01/2022	4,974.21	.00		
Total 1396:			4,974.21	.00		
<b>MINNESOTA DEPT OF REVENUE</b>						
11/11/22 P/R	MN STATE WHT	11/17/2022	3,624.00	3,624.00	11/17/2022	
Total 227:			3,624.00	3,624.00		
<b>MINNESOTA STATE RETIREMENT SYS</b>						
11/11/22 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	11/17/2022	3,950.97	3,950.97	11/17/2022	
SHIMSHAK 11/22	HSA SEVERANCE PAY - CLERK	11/15/2022	32,165.59	32,165.59	11/15/2022	
SHIMSHAK 11/22	HSA SEVERANCE PAY - FIRE	11/15/2022	1,692.93	1,692.93	11/15/2022	
SHIMSHAK 11/22	HSA SEVERANCE PAY - WATER	11/15/2022	4,232.31	4,232.31	11/15/2022	
SHIMSHAK 11/22	HSA SEVERANCE PAY - SEWER	11/15/2022	4,232.31	4,232.31	11/15/2022	
Total 1285:			46,274.11	46,274.11		
<b>MISSISSIPPI WELDERS SUPPLY CO</b>						
3924386	MAINT - GAS TORCHES	11/21/2022	70.40	.00		



Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1322:			70.40	.00		
<b>MSCIC</b>						
0055	TRAINING FOR INVESTIGATOR INGLETT #304	12/02/2022	125.00	.00		
Total 10059:			125.00	.00		
<b>MTI DISTRIBUTING INC</b>						
1369406-00	GC - WINTERIZE IRRIGATION	11/08/2022	1,132.85	.00		
Total 1330:			1,132.85	.00		
<b>NCPERS GROUP LIFE INSURANCE</b>						
11/22 STMT	LIFE INSURANCE PREMIUMS	12/01/2022	96.00	.00		
Total 1619:			96.00	.00		
<b>NESS PUMPING SERVICE</b>						
5262	PARKS - TOILET RENTAL	10/25/2022	4,050.00	.00		
5262	GC- TOILET RENTAL	10/25/2022	250.00	.00		
Total 10061:			4,300.00	.00		
<b>P &amp; T ELECTRIC INC</b>						
22917	REPAIR LIGHT AT KISTLER PARK & TENNIS CT	11/21/2022	1,440.51	.00		
Total 1643:			1,440.51	.00		
<b>PENDELTON TURF SUPPLY INC</b>						
4691	GC - CHEMICALS FOR THE COURSE	12/01/2022	2,247.50	.00		
Total 9169:			2,247.50	.00		
<b>PUBLIC EMPLOYEES RETIREMENT AS</b>						
11/11/22 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	11/16/2022	13,492.55	13,492.55	11/16/2022	
11/11/22 P/R	RETIREMENT DEDUCTIONS/CONTRIB.-DCP	11/16/2022	170.00	170.00	11/16/2022	
Total 1612:			13,662.55	13,662.55		
<b>QUILLINS LA CRESCENT</b>						
11/22 CITY	FOOD & DRINK FOR ELECTIONS	11/30/2022	6.87	.00		
11/22 CITY	FOOD FOR ELECTIONS	11/30/2022	48.79	.00		
11/22 CITY	PD - FOOD FOR CP RAIL MEETING	11/30/2022	9.48	.00		
11/22 CITY	WATER - MNDOT MEETING	11/30/2022	5.99	.00		
Total 1707:			71.13	.00		
<b>RONCO ENGINEERING SALES INC</b>						
3304432	PLOW TRUCK REPAIR	11/14/2022	180.84	.00		
3305600	TRUCK/BRINE TANK REPAIR	11/29/2022	19.30	.00		
Total 1813:			200.14	.00		
<b>SAFE-FAST, INC.</b>						
INV269240	SAFETY HARNESS - 4	11/18/2022	229.03	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 8644:			229.03	.00		
<b>SAM'S CLUB</b>						
11/22 STMT	WATER/SNACKS FOR ELECTION WORKERS AFTER REW	11/30/2022	.40	.40	12/07/2022	
11/22 STMT	CITY - CLEANING SUPPLIES	11/30/2022	45.46	45.46	12/07/2022	
11/22 STMT	OFFICE SUPPLIES	11/30/2022	45.96	45.96	12/07/2022	
11/22 STMT	OFFICE SUPPLIES	11/30/2022	135.80	135.80	12/07/2022	
11/22 STMT	CITY - CLEANING SUPPLIES	11/30/2022	18.98	18.98	12/07/2022	
Total 1861:			246.60	246.60		
<b>SEMCO</b>						
12/8/22 CEU CL	CEU CLASS	11/29/2022	95.00	95.00	11/29/2022	
Total 8621:			95.00	95.00		
<b>SOUTHEAST LIBRARIES COOP</b>						
050666	LIB - SELCO AUTOMATION FEE	12/01/2022	1,281.30	.00		
Total 1962:			1,281.30	.00		
<b>STREICHER'S</b>						
11596058	PD - PETERSEN UNIFORM SHIRT PER LELS CONTRACT	10/19/2022	66.99	.00		
Total 1922:			66.99	.00		
<b>STUBER, KATHRYN</b>						
11/22 LIBRARY	LIBRARY - CLEANING	11/30/2022	200.00	.00		
Total 10010:			200.00	.00		
<b>THE MATHIOWETZ CONSTRUCTION COMPANY</b>						
PAY REQ NO 1	SPORTSMANS LANDING ROAD	12/06/2022	230,142.77	.00		
Total 10055:			230,142.77	.00		
<b>THORSON GRAPHICS LLC</b>						
8622	LIBRARY- OFFICE SUPPLIES	11/09/2022	449.26	.00		
Total 8998:			449.26	.00		
<b>TRI-STATE BUSINESS MACHINES IN</b>						
560147	DMV - COPY/PRINTER	11/28/2022	60.94	.00		
Total 2024:			60.94	.00		
<b>UNITED STATES POSTMASTER</b>						
11/22 CYCLE 1	POSTAGE - WATER/SEWER BILL	11/30/2022	160.82	160.82	11/30/2022	
11/22 CYCLE 1	POSTAGE - WATER/SEWER BILL	11/30/2022	160.82	160.82	11/30/2022	
Total 2102:			321.64	321.64		
<b>UNIVERSAL TRUCK EQUIPMENT INC</b>						
58871	SALT BRINE PUMP	11/21/2022	1,345.30	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 2105:			1,345.30	.00		
<b>VISA</b>						
11/22 STMT	COFFEE FOR CP RAIL MEETING	11/30/2022	22.10	.00		
11/22 STMT	FOOD FOR ELECTIONS	11/30/2022	196.48	.00		
11/22 STMT	PROJECT REVIEW MEETING LUNCH	11/30/2022	50.58	.00		
11/22 STMT	B&Z CEU'S	11/30/2022	45.00	.00		
11/22 STMT	PD - INTERNET PEOPLE SEARCH	11/30/2022	75.00	.00		
11/22 STMT	LIBRARY - CREDIT	11/30/2022	47.14	.00		
Total 2208:			342.02	.00		
<b>VISION DESIGN GROUP</b>						
108629	PD - WEBSITE SAFE COMM. CAMERA PAGE	11/30/2022	150.00	.00		
Total 9254:			150.00	.00		
<b>VSC CORPORATION</b>						
#22 322 S 1ST	LAND PURCH.-CONTRACT FOR DEED-PRINCIPAL	12/01/2022	2,187.92	.00		
#22 322 S 1ST	LAND PURCH.-CONTRACT FOR DEED-INTEREST	12/01/2022	283.11	.00		
Total 9942:			2,471.03	.00		
<b>WALLER, HARRIS W.</b>						
11/22	REIMBURSE - MTG MILEAGE & MEALS	11/16/2022	31.02	.00		
Total 2331:			31.02	.00		
<b>WIESER LAW OFFICE PC</b>						
11/22 CITY	CLERK - LEGAL FEES	11/30/2022	2,784.03	.00		
11/22 CITY	COUNCIL - LEGAL FEES	11/30/2022	2,784.03	.00		
11/22 CITY	BLDG/ZNG - LEGAL FEES	11/30/2022	2,784.03	.00		
11/22 CITY	SEWER DEPT - LEGAL FEES	11/30/2022	1,392.02	.00		
11/22 CITY	WATER DEPT - LEGAL FEES	11/30/2022	1,392.02	.00		
11/22 POLICE	PD - LEGAL FEES	11/30/2022	3,423.82	.00		
Total 2361:			14,559.95	.00		
Grand Totals:			471,021.89	85,121.06		



6:00 Public Meeting



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *BW*  
DATE: December 7, 2022  
RE: MS4 Stormwater Annual Meeting

City Engineer Tim Hruska and City Sustainability Coordinator Jason Ludwigson will be in attendance at the meeting to conduct the City's annual stormwater meeting. This is one of the requirements of the City's stormwater permit, and the annual report that is submitted to the MPCA. A copy of the public meeting notice is included.

This public meeting satisfies one of the requirements of the public participation/involvement sections of the stormwater permit. At this meeting the public is given the opportunity to review and comment on the City's Public Education, Outreach and Public Involvement Program Implementation Plan/SWPPP. A copy of that document is included.

## PUBLIC INFORMATIONAL MEETING

Notice is hereby given that the City Council of the City of La Crescent will hold a public informational meeting regarding the City of La Crescent's Storm Water Pollution Prevention Program (SWPPP) at the La Crescent City Hall, 315 Main Street, in said City on Monday, December 12<sup>th</sup>, 2022, at 6:00 p.m. The public informational meeting will include a review of the NPDES permit requirements and the City's Public Education, Outreach and Public Involvement Program that includes the City's SWPPP. A copy of this information is available for review at the La Crescent City Hall, 315 Main Street.

All persons having an interest in the matter will be given opportunity to be heard with reference thereto.

Dated: November 21, 2022

Bill Waller  
City Administrator  
P.O. Box 142  
La Crescent, MN 55947



# **Stormwater Public Education, Outreach and Public Involvement Program Implementation Plan**

## **TABLE OF CONTENTS**

Section 1: Introduction

Section 2: Partnerships

Section 3: Implementation Plan—Target Audiences

*General Public*

*Students*

*Contractors*

*Developers & Private BMP Owners*



*Design Engineers*

*Local Businesses*

## Section 4: Annual Evaluation and Documentation

### **Section 1: Introduction**

The City of La Crescent (City) is expanding stormwater-specific education, outreach and public involvement. The MS4 permit requires the distribution of educational materials or equivalent outreach focused on at least two specific stormwater-related issues of high priority.

This plan outlines the City's stormwater related public education, outreach and public involvement programs, initiatives and partnerships. The plan emphasizes the importance of making small behavior changes related to one's pets, home, and car, as well as storm drain illicit discharge, to create a larger, positive impact on water quality. Specific target audiences are identified with associated goals, objectives and activities to meet those goals. This plan acts as a dynamic document and is reviewed and updated annually to reflect the sustained programs and changing annual focus. Illicit discharge education, specifically, will be distributed through multiple platforms including social media, City website and city newsletter. The City of La Crescent's Sustainability Coordinator is responsible for implementing this plan.

### **Section 2: Partnerships**

- **Houston and Winona County Soil & Water Conservation Districts (SWCD):** The City works with the SWCD's to create and coordinate public education. The City relies on SWCD staff expertise to provide educational assistance during stormwater improvement projects..
- **Hamline University:** The City coordinates with Hamline University to implement the St. Cloud-based Adopt-a-Storm Drain program. This program started in the City of La Crescent in 2021.
- **Local Artists:** The City works with local community artist(s) to implement the Storm Drain Art Program.
- **La Crescent Service Clubs (Health Community Partnership, Rotary Club of La Crescent, and Lions)** provide volunteer resources and assist with education outreach for the stormwater program.
- **La Crosse Urban Stormwater Group.** The city partners with the group to create a Soak It Up Award for the City of La Crescent.

- **Local Businesses and Community Groups** provide participants for stormwater outreach/volunteer programs and opportunities to distribute education materials. The city will work with the local Chamber of Commerce to distribute education materials.
- **The Houston County Highway Department** partners with the city on road projects within the city limits to identify and limit stormwater runoff.

### **Section 3: Implementation Plan**

Generally, the City of La Crescent focuses its public education, outreach and involvement programs towards specific target audiences. The target audiences with their respective goals, objectives, and emphasis are described below. Each activity/program is reviewed annually and modified as needed.

#### **Target Audience: General Public**

**Goal:** Encourage individuals to protect local water resources by taking action through simple behavior changes and awareness of water quality issues and related pollution prevention tactics. Consideration should be given to low-income residents, people of color, and non-native English-speaking residents.

<b>ACTIVITY/PROGRAM: Rain Garden Education Program</b>	
Objectives	Rain Garden Street Reconstruction Program
Schedule	Annually
Documentation	File Location

<b>ACTIVITY/PROGRAM: Adopt-a-Storm Drain</b>	
Objectives	<p>Attend local events to encourage residents to adopt storm drains and keep them clear.</p> <p>Promote the Adopt-a-Drain program through various media and marketing strategies.</p> <p>Goal: to have at least 50 new drains adopted in 2022 and maintain current adoptions.</p> <p>Promote the Adopt-a-Drain program to City building managers with a goal to have each City building adopt at least one drain.</p>
Schedule	<p>Spring promotion blitz (e.g. press release, newsletter, social media, paid advertising, door hangers)</p> <p>Attend at least three events annually to promote the program.</p> <p>Annually promote and market the program.</p>
Documentation	File Location

<b>ACTIVITY/PROGRAM: City Social Media</b>	
Objectives	Post stormwater education and water quality improvement project materials (e.g. Adopt-a-Drain, Soak It Up Award, and storm drain art) to the City's social media platforms.
Schedule	At least two stormwater specific posts annually.
Documentation	File Location

<b>ACTIVITY/PROGRAM: City Website</b>	
Objectives	<p>Review and update existing stormwater-related information on the City's website to provide relevant education information to the public, contractors, and engineers, as well as information about water quality improvement projects, outreach and other education programs.</p> <p>Maintain information about the Adopt-a-Drain and storm drain art programs.</p> <p>Provide the City's stormwater SWPPP and illicit discharge reporting information on the City's website.</p> <p>Provide a link to the city website</p>
Schedule	Annually review and update.
Documentation	<u>Website Location</u>



<b>ACTIVITY/PROGRAM: Storm Drain Art Program</b>	
Objectives	<p>Partner with the local art community, artists, events and/or groups to implement a storm drain art program to provide public education and involvement/participation opportunities.</p> <p>Implement art on at least 3 storm drains in 2022.</p> <p>Finalize designs for at least 6 storm drains in 2022.</p>
Schedule	At least 1 storm drain art event annually.
Documentation	File Location

<b>ACTIVITY/PROGRAM: Storm Drain Marking</b>	
Objectives	<p>Provide public opportunities to participate in the City's storm drain marking program.</p> <p>Use partnerships with United Way, HCP, Lions, Rotary, and neighborhood contacts to recruit volunteers.</p>
Schedule	Annually
Documentation	File Location

<b>ACTIVITY/PROGRAM: Stormwater Education Mailings</b>	
Objectives	<p>Distribute at least one annual stormwater education mailing through the City's Newsletter.</p> <p>Distribute targeted mailings to residents within stormwater improvement project areas.</p> <p>Distribute targeted mailings to areas of specific pollution prevention concern (e.g. yard waste).</p>
Schedule	Annually
Documentation	File Location

<b>ACTIVITY/PROGRAM: Stormwater Education Presentations</b>	
Objectives	Provide stormwater education presentations to groups and organizations as requested.
Schedule	At least one presentation/general education distribution annually.
Documentation	File Location

<b>ACTIVITY/PROGRAM: Deicing Salt Education</b>	
Objectives	<p>Distribute deicing salt educational materials and outreach through Chamber of Commerce, City social media, Adopt-a-Drain program, and faith based organizations. Education will include at a minimum the impacts of deicing salt use on receiving waters, methods to reduce deicing salt use, and proper storage of salt or other deicing materials.</p> <p>Additional education distribution for problem areas will occur as necessary.</p>
Schedule	Annually
Documentation	<u>File Location</u>
<b>ACTIVITY/PROGRAM: Pet Waste Education</b>	
Objectives	<p>Utilize the city newsletter to distribute general pet waste public education.</p> <p>Distribute education to pet owners when they renew the dog-license each year. The information will focus on the impacts of pet waste on receiving waters, proper management of pet waste, and City ordinances prohibiting improper disposal of pet waste.</p>
Schedule	Annually
Documentation	File Location

### **Target Audience: Students**

**Goal:** Encourage students to protect local water resources through simple behavior changes and by awareness of water quality and conservation issues in our area.

<b>ACTIVITY/PROGRAM: Water Festivals, Science Rocks/Science Fest</b>	
Objectives	<p>Partner with the Houston and Winona County SWCD to implement Water Festivals educating all area fourth graders about water quality information.</p> <p>City staff will provide a presentation at each Waterfestival.</p>
Schedule	Participate in at least one event annually.
Documentation	File Location

<b>ACTIVITY/PROGRAM: Stormwater Education Presentations</b>	
Objectives	Provide annual stormwater education presentations to LCHS classes (e.g. LCHS Environmental Science class) and for local schools and student organizations as requested.
Schedule	At least one presentation annually
Documentation	File Location

### **Target Audience: Contractors**

**Goal:** Provide sediment control, erosion and pollution prevention related education and information to land disturbance contractors.

<b>ACTIVITY/PROGRAM: Deicing Salt Education</b>	
Objectives	Distribute deicing salt educational materials directly to private contractors at least once during the MS4 permit cycle.  Additional education distribution for problem areas will occur as necessary.
Schedule	Annually
Documentation	File Location

<b>ACTIVITY/PROGRAM: Land Disturbance Permit Information</b>	
Objectives	Distribute erosion control packet for all approved building permits within the city.
Schedule	Record number of erosion control packets distributed each year.
Documentation	City Website File Location

### **Target Audience: Developers & Private BMP Owners**

**Goal:** Provide guidance and resources to developers and property owners about permanent structural stormwater BMPs to ensure they are functioning properly and required maintenance is being performed.

<b>ACTIVITY/PROGRAM: Distribute Education Materials</b>	
Objectives	Distribute educational materials and guidance as requested to private structural stormwater BMP owners and developers.



	Provide example maintenance plans for new projects. Provide educational materials & resources during routine compliance inspections of private BMPs.
Schedule	Annually
Documentation	Maintenance Plan Examples

### **Target Audience: Design Engineers**

**Goal:** Provide a stormwater design checklist and other resources to ensure projects meet City stormwater design requirements and proper submittals are received.

<b>ACTIVITY/PROGRAM: City Stormwater Design Checklist &amp; Standards</b>	
Objectives	Provide a stormwater design checklist on the City's website and directly to private civil design engineers when major checklist updates are made. The checklist will be reviewed and updated annually based on regulation changes and MN Stormwater Manual updates.  Encourage designers to explore a variety of structural and non-structural stormwater BMPs through MN Stormwater Manual guidance.  Create new stormwater related standard plates/specifications from the City's internal working list.  Review and update existing stormwater related standard plates and specifications.
Schedule	Annually
Documentation	<u>Checklist</u> <u>Standard Plates</u> <u>File Location</u>

### **Target Audience: Local Businesses**

**Goal:** Provide educational materials and resources to local businesses and facilities where illicit discharge and pollution prevention concerns have been identified.

<b>ACTIVITY/PROGRAM: Identification of High Priority Businesses</b>	
Objectives	Identify high priority businesses/locations to receive targeted education. Focus may be on businesses/locations of past concern, industrial stormwater permit holders and/or business types/locations

	that have a higher potential to generate pollutants as identified in the illicit discharge program priority area assessment.
Schedule	Annually
Documentation	File Location

<b>ACTIVITY/PROGRAM: Deicing Salt Education</b>	
Objectives	Distribute de-icing salt educational materials directly to businesses, commercial facilities and institutions as necessary.
Schedule	Annually
Documentation	File Location

#### **Section 4: Annual Evaluation and Documentation**

An annual evaluation of the objectives and measurable goals is conducted by the City's Sustainability Coordinator. All stormwater education and outreach programs, objectives, goals, target audiences, partnerships and implementation summaries will be reviewed. Documentation of the review will occur in the City's annual SWPPP program review spreadsheet and within the implementation plan year-end summary. This implementation plan will be adjusted and updated annually.

To effectively assess the measurable goals and outcomes, the Sustainability Coordinator will use tracking documentation associated with each program and activity. Tracking documentation methods vary per program. The City of La Crescent is committed to the continued implementation and development of educational initiatives focused on protecting our water resources.



REVIEW AND REVISE DOCUMENTATION

REVISION #	DATE	AUTHOR	SUMMARY OF CHANGES
0	MAY 2022	JL	2020 ORIGINAL DOCUMENT/PLAN FINALIZED
1	JANUARY 2023	JL	ANNUAL REVIEW AND UPDATE OF DOCUMENT

REVIEWED:

\_\_\_\_\_  
STORMWATER SUSTAINABILITY COORDINATOR

\_\_\_\_\_  
DATE

APPROVED:

\_\_\_\_\_  
CITY ADMINISTRATOR

\_\_\_\_\_  
DATE



#3.1



## MEMORANDUM

TO: Honorable Mayor & City Council

FROM: Tim Hruska, P.E., L.S.

DATE: December 8, 2022

RE: Apple Blossom Point Roads Feasibility

Per City Council direction, we have reviewed the roads in Apple Blossom Point subdivision. We recommend the City Council complete a feasibility study to review options when considering the long-term ownership of the roadways. The homeowners association has submitted a quote from Mathy construction to overlay the roads. Upon conversations with Mathy, the provided quote was for a 2" bituminous overlay of the roads. It does not address underlying conditions that have led to the roadway not performing to its expected design life.

We recommend the City complete a feasibility study of the road. This will include 8 soil borings to five feet of depth. This will provide geotechnical data on the subgrade of the road and provide recommendations on construction techniques and materials to build the road to City standards. The study will also include expected construction costs.



## PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, by and between **City of La Crescent** hereinafter referred to as the "Client" and WHKS & Co., hereinafter referred to as "WHKS", is made as follows:

WHEREAS, the Client has a need for certain professional services relating to the project described as **Apple Blossom Pointe Feasibility Study**.

WHEREAS, WHKS proposes to furnish the professional services required by the Client for said project,

NOW THEREFORE, the Client hereby agrees to retain and compensate WHKS to perform the professional services in accordance with the terms and conditions of this Agreement and the attached Standard Terms and Conditions.

### Scope of Services

WHKS shall perform the following described services for the Client:

#### **Feasibility Study**

- Prepare a feasibility study for roadway improvements to Ambrosia Street and Royal Court
  - i. Recommendations of street structure and cross sections, street design, required permits and anticipated schedule.
  - ii. Geotechnical Engineering services will be performed by a subcontractor to WHKS under this contract. Geotechnical services to include soil borings, and geotechnical evaluation.
  - iii. An Engineer's Opinion of Probable Construction Costs
- Present report to Council.

### Basis of Compensation

For the services described above, the Client shall remunerate WHKS as follows:

**Billed Hourly with an Estimated Fee of \$7,500. Expenses billed at actual cost and mileage at the current published IRS rate per mile.**

Executed this \_\_\_\_\_ day of December, 2022

### **City of La Crescent**

By: \_\_\_\_\_

Printed Name: Bill Waller

Title: City Administrator

### **WHKS & co.**

By: \_\_\_\_\_

Printed Name: Timothy A. Hruska

Title: Vice President

# 3.2

2905 South Broadway  
Rochester, MN 55904-5515  
Phone: 507.288.3923  
Fax: 507.288.2675  
Email: rochester@whks.com  
Website: www.whks.com



December 7, 2022

Mr. Bill Waller  
City Administrator  
City of La Crescent  
315 Main Street  
La Crescent, MN 55947

RE: La Crescent, MN  
Wieser Park  
**Feasibility Report**

Dear Bill:

The City of La Crescent requested a feasibility report for improvements to Wieser Park. The park is located on County Road 6 next to the Horse Track Meadows development.

The report will assist in determining the feasibility of the proposed project. The proposed project location is shown on the attached figure.

The scope of this feasibility report includes a summary of the existing conditions, recommendations for park improvements, preliminary hydraulic analysis with a storm water treatment design, a finished floor elevation for the proposed shelter, an opinion of probable construction costs, and an anticipated schedule.

### **Existing Conditions**

Currently, the site is a public park consisting of two playgrounds, a twenty foot by forty foot pavilion, bathrooms, a 10,500 S.F. parking lot, and 4.17 acres of green space. Private utilities are located along County Road 6. Public utilities enter the park from Trifecta Avenue on the east side of the property, stopping at the right-of-way. A 4" watermain connects to a 4" gate valve on Trifecta Avenue. Additionally, a 6" sanitary main connects to the manhole at the proposed driveway for the park.

### **Proposed Construction**

The proposed park improvements include a new shelter, parking lot, pickleball courts, and splash pad.

The parking lots and pickleball court will have a typical section consisting of geotextile fabric, 12" select granular borrow, 8" aggregate base, and 6" perforated PVC. Both parking lots will have a 4" bituminous surface and the pickleball court will have a 5" concrete surface.

A detailed list of construction items can be found in the Appendix. Figure 1 shows the proposed utility, grading, and site plans for the subdivision. The table and figures can be found in the Appendix.

### **Permits**

The following permits are required for this project:

- MPCA Construction Stormwater Permit

### **Opinion of Construction Costs**

The following cost opinions, shown in more detail in the Appendix, are based on anticipated 2023 construction costs. Please note that construction costs may change significantly after an extended period of time. The cost opinions contained in this report should be updated if more than one year elapses before construction begins.

The estimated total project construction cost to reconstruct Wieser Park as described is **\$914,100**. The cost opinion includes an 15% allowance for engineering and a 10% allowance for construction contingencies.

- |                                |                   |
|--------------------------------|-------------------|
| • Park Improvements            | <b>\$ 403,800</b> |
| • Storm Water Improvements     | <b>\$ 55,600</b>  |
| • Reconstruct Existing Parking | <b>\$ 159,400</b> |
| • Pickleball Court             | <b>\$ 295,300</b> |

The splash pad is not included in the cost opinion. No allowance has been provided for financing. A breakdown of costs is shown in the Appendix.

### **Preliminary Hydraulic Analysis**

Since 1.2 acres of impervious area was added to the site, storm water treatment is needed to meet MS4 requirements. As shown in Figure 1, a dry filtration basin was placed in the SE corner of the site.

### **Proposed Floor Elevation**

The finished floor elevation for the pavilion is proposed to be 717.5'. This elevation is six inches above the elevation of the existing shelter. If the splash pad is constructed in the proposed location, the existing shelter pad would need to be raised six inches.

### **Recommendations and Schedule**

This project is feasible from an engineering standpoint. It is recommended that the City conduct a legal and fiscal review of the proposed project.

The City Council should review this report and provide direction on the project. The following schedule outlines the tasks and associated timelines for the project to be completed:

- |   |                |
|---|----------------|
| • Receive Engineer's Feasibility Report                                 | December, 2022 |
| • Approve Plans and Specifications and Authorize Advertisement for Bids | February, 2023 |
| • Receive Bids  | March, 2023    |
| • Award Contract  | March, 2023    |
| • Begin Construction  | May, 2023      |
| • Complete Construction   | Summer, 2023   |



Mr. Bill Waller  
City of La Crescent  
Page 3 of 3

Please contact us with any questions.

Sincerely,

**WHKS** & co.

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Timothy A. Hruska, P.E., L.S.  
License No. 44930

TAH/ams

Cc: Ann Schick, WHKS - File

## Appendix

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# Engineer's Opinion of Probable Construction Costs

## Wieser Park Improvement

La Crescent, MN

7319.22

6-Dec-22

Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	Mobilization	1	LS	@	\$50,000.00	\$50,000.00
2	Remove and Salvage Sign	3	Each	@	\$100.00	\$300.00
3	Remove Hydrant	1	Each	@	\$500.00	\$500.00
4	Remove Chainlink Fence	182	LF	@	\$5.00	\$900.00
5	Remove Concrete Curb & Gutter	60	LF	@	\$4.00	\$200.00
6	Remove Concrete Sidewalk	677	SF	@	\$3.00	\$2,000.00
7	Common Excavation (P)	4,675	CY	@	\$10.00	\$46,800.00
8	Geotextile Fabric, Type 7 (P)	980	SY	@	\$4.00	\$3,900.00
9	Subgrade Preparation	1.0	LS	@	\$2,000.00	\$2,000.00
10	12" Select Granular Borrow Placed (P)	330	CY	@	\$15.00	\$5,000.00
11	Aggregate Base, Class 5 (P)	220	CY	@	\$35.00	\$7,700.00
12	Type SP 12.5 Bituminous Wearing Course	108	Ton	@	\$160.00	\$17,300.00
13	Type SP 12.5 Bituminous Non-Wearing Course	108	Ton	@	\$160.00	\$17,300.00
14	Concrete Curb & Gutter Design B624	135	LF	@	\$30.00	\$4,100.00
15	5" Concrete Walk	5,363	SF	@	\$10.00	\$53,600.00
16	6" Concrete Walk	390	SF	@	\$12.00	\$4,700.00
17	6" Concrete Driveway Pavement w/ Reinforcement	25	SY	@	\$90.00	\$2,300.00
18	6" PVC Sanitary Clean-Out	1	Each	@	\$500.00	\$500.00
19	F&I 6" PVC Pipe Sewer	440	LF	@	\$60.00	\$26,400.00
20	Connect to Existing Sanitary Sewer	1	Each	@	\$1,500.00	\$1,500.00
21	F&I 4" Watermain	190	LF	@	\$90.00	\$17,100.00
22	Connect to Existing Watermain	1	Each	@	\$1,500.00	\$1,500.00
23	6" Perf PVC Pipe Cleanout	2	Each	@	\$250.00	\$500.00
24	6" Perf PVC Pipe Drain	690	LF	@	\$8.00	\$5,500.00
25	8" Perf PVC Pipe Drain	425	LF	@	\$10.00	\$4,300.00
26	F&I 18" HDPE Storm Sewer	405	LF	@	\$35.00	\$14,200.00
27	F&I 18" RCP, Class III	65	LF	@	\$50.00	\$3,300.00
28	F&I 18" RCP Apron	1	Each	@	\$1,500.00	\$1,500.00
29	Construct Nyloplast Structure	6	Each	@	\$4,000.00	\$24,000.00
30	Construct Structure, Type 1	3	Each	@	\$4,200.00	\$12,600.00
31	Connect to Existing Storm Sewer	1	Each	@	\$1,000.00	\$1,000.00
32	Clean Course Sand (CV) - Filtration Basin	470	CY	@	\$25.00	\$11,800.00
33	Filtration Topsoil (CV) - Filtration Basin	155	CY	@	\$40.00	\$6,200.00
34	Turf Establishment-Hydro Mulching & Seeding	1.2	Acre	@	\$4,000.00	\$4,800.00
35	Traffic Control	1	LS	@	\$5,000.00	\$5,000.00
36	Striping	1	LS	@	\$7,000.00	\$7,000.00
37	Inlet Protection	1	Each	@	\$200.00	\$200.00
			Construction Subtotal			\$367,500.00
			Contingency (10%)			\$36,800.00
			Engineering (15%)			\$55,100.00
			<b>Total</b>			<b>\$459,400.00</b>

# Engineer's Opinion of Probable Construction Costs

## Reconstructing Existing Parking Lot

La Crescent, MN

7319.22

6-Dec-22

Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	Remove Tree	1	Each	@	\$650.00	\$700.00
2	Remove Bituminous Pavement	1175	SY	@	\$3.00	\$3,500.00
3	Remove and Salvage Sign	1	Each	@	\$100.00	\$100.00
4	Remove Concrete Curb & Gutter	60	LF	@	\$4.00	\$200.00
5	Common Excavation (P)	970	CY	@	\$10.00	\$9,700.00
6	Geotextile Fabric, Type 7 (P)	1,455	SY	@	\$4.00	\$5,800.00
7	Subgrade Preparation	1.0	LS	@	\$2,000.00	\$2,000.00
8	12" Select Granular Borrow Placed (P)	485	CY	@	\$15.00	\$7,300.00
9	Aggregate Base, Class 5 (P)	325	CY	@	\$35.00	\$11,400.00
10	Type SP 12.5 Bituminous Wearing Course	160	Ton	@	\$160.00	\$25,600.00
11	Type SP 12.5 Bituminous Non-Wearing Course	160	Ton	@	\$160.00	\$25,600.00
12	Concrete Curb & Gutter Design B624	195	LF	@	\$30.00	\$5,900.00
13	5" Concrete Walk	2,255	SF	@	\$10.00	\$22,600.00
14	6" Concrete Driveway Pavement w/ Reinforcement	25	SY	@	\$90.00	\$2,300.00
15	6" Perf PVC Pipe Cleanout	2	Each	@	\$250.00	\$500.00
16	6" Perf PVC Pipe Drain	425	LF	@	\$10.00	\$4,300.00
17	Striping	1	LS	@	\$7,000.00	\$7,000.00
					Construction Subtotal	\$127,500.00
					Contingency (10%)	\$12,800.00
					Engineering (15%)	\$19,100.00
					<b>Total</b>	<b>\$159,400.00</b>



**Engineer's Opinion of Probable Construction Costs****Weiser Park Pickleball Courts****La Crescent, MN****9618****5-Dec-22**

Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	Mobilization	1	LS	@	\$50,000.00	\$50,000.00
2	Common Excavation (P)	680	CY	@	\$10.00	\$6,800.00
3	Geotextile Fabric, Type 7 (P)	925	SY	@	\$4.00	\$3,700.00
4	Subgrade Preparation	1.0	LS	@	\$2,000.00	\$2,000.00
5	12" Select Granular Borrow Placed (P)	340	CY	@	\$15.00	\$5,100.00
6	Aggregate Base, Class 5 (P)	230	CY	@	\$35.00	\$8,100.00
7	5" Concrete Court	8,320	SF	@	\$10.00	\$83,200.00
8	5" Concrete Walk	770	SF	@	\$10.00	\$7,700.00
9	Pickle Ball Net System	3	Each	@	\$2,500.00	\$7,500.00
10	10' Chainlink Fence w/ Posts	388	L.F.	@	\$100.00	\$38,800.00
11	Court Divider	3	Each	@	\$2,000.00	\$6,000.00
12	Pedestrian Gate	4	Each	@	\$1,200.00	\$4,800.00
13	Acrylic Surfacing & Striping	925	S.Y.	@	\$10.00	\$9,300.00
14	6" Perf PVC Pipe Cleanout	2	Each	@	\$250.00	\$500.00
15	6" Perf PVC Pipe Drain	350	LF	@	\$8.00	\$2,800.00
			Construction Subtotal			\$236,300.00
			Contingency (10%)			\$23,600.00
			Engineering (15%)			\$35,400.00
			<b>Total</b>			<b>\$295,300.00</b>

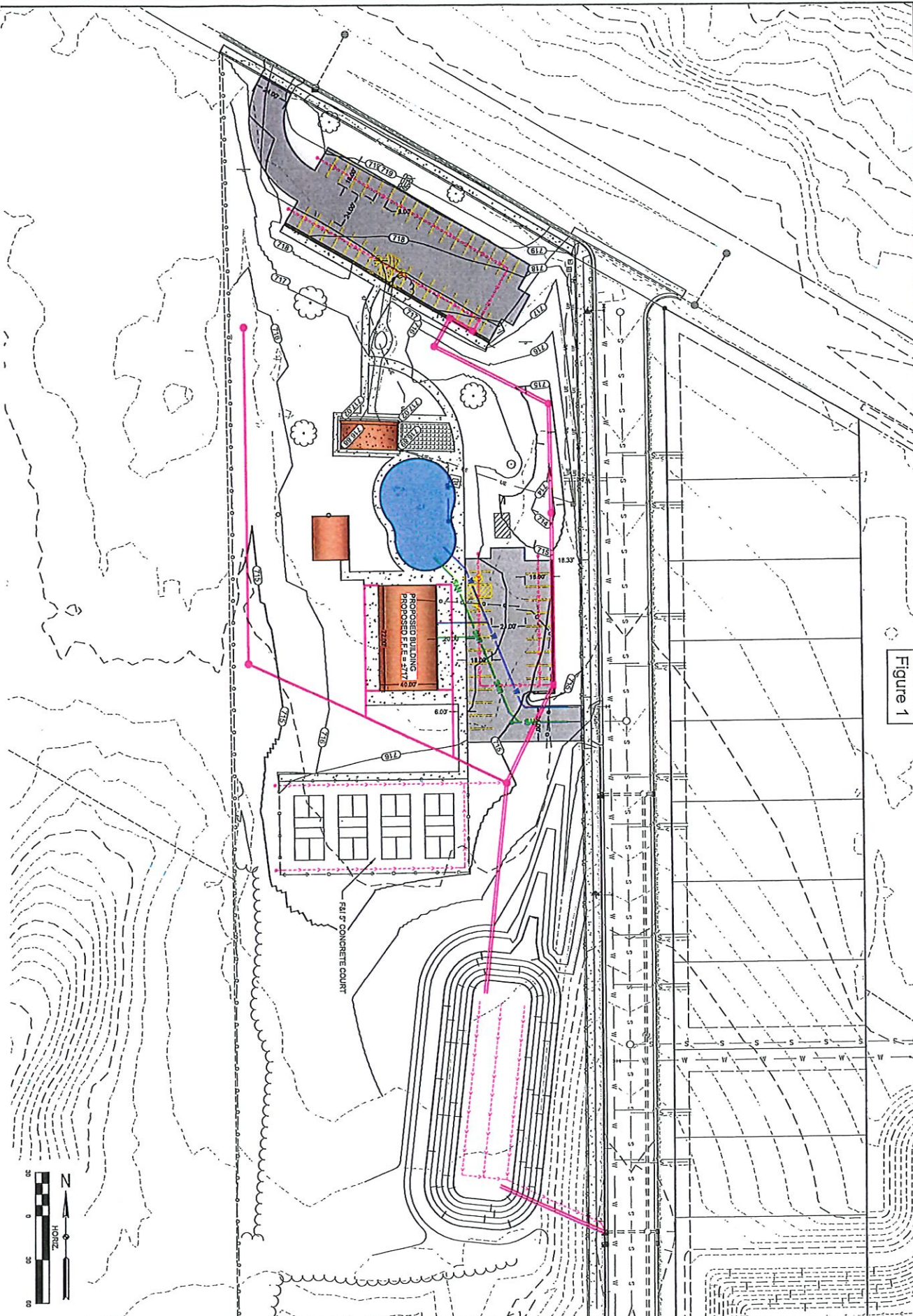


Figure 1

PROPOSED SITE & UTILITY PLAN

WIESER PARK  
LA CRESCENT, MN  
2023

REVISIONS

NO.	DATE	DESCRIPTION

I hereby certify that this plan, specification or report was prepared by me or under my direct personal supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

PRELIMINARY ONLY - NOT FOR CONSTRUCTION  
Name \_\_\_\_\_  
Date \_\_\_\_\_ License No. \_\_\_\_\_

**whks**

engineers • planners • landscape architects

SCALE:  
AS SHOWN  
WINDS PROJECTION:  
DRAWN BY:  
CHECKED BY:  
SHEET  
1 OF 1



# 3.3

2905 South Broadway  
Rochester, MN 55904-5515  
Phone: 507.288.3923  
Fax: 507.288.2675  
Email: rochester@whks.com  
Website: www.whks.com



December 7, 2022

Mr. Bill Waller  
City Administrator  
City of La Crescent  
315 Main Street  
La Crescent, MN 55947

RE: La Crescent, MN  
7<sup>th</sup> Street & Old Hickory Park Parking Lots  
**Feasibility Report**

Dear Bill:

The City of La Crescent requested a feasibility report for installing a parking lot along 7<sup>th</sup> Street by the south trail entrance to Stoney Point and paving the Old Hickory Park parking lot.

The report will assist in determining the feasibility of the proposed project.

The scope of this feasibility report includes a summary of the existing conditions, recommendations for parking lot improvements, an opinion of probable construction costs, and an anticipated schedule.

### **Existing Conditions**

At the trail entrance along 7<sup>th</sup> Street, there is a grass area with a ditch between the curb and the trailhead. Currently, Old Hickory Park has an aggregate parking lot.

### **Proposed Construction**

For 7<sup>th</sup> Street, the proposed construction includes installing a 4-stall parking lot with a typical section consisting of geotextile fabric, 12" select granular borrow, 8" aggregate base, and 4" bituminous surface. A culvert will need to be installed and curb replacement completed for the parking lot driveway.

Old Hickory Park currently has an existing aggregate parking lot. In the cost estimate, an aggregate base item was included to shape the aggregate surface for the 4" bituminous surface.

A detailed list of construction items for both locations can be found in the Appendix.

### **Opinion of Construction Costs**

The following cost opinions are shown in the Appendix and are based on anticipated 2023 construction costs. Please note that construction costs may change significantly after an extended period of time. The cost opinions contained in this report should be updated if more than one year elapses before construction begins.

The estimated total project construction costs are shown below. The cost opinion includes an 15% allowance for engineering and a 10% allowance for construction contingencies.

- |                                      |            |
|--------------------------------------|------------|
| • 7 <sup>th</sup> Street Parking Lot | \$ 35,300  |
| • Old Hickory Parking Lot            | \$ 120,000 |

No allowance has been provided for financing. A breakdown of costs is shown in the Appendix.

### Recommendations and Schedule

This project is feasible from an engineering standpoint. It is recommended that the City conduct a legal and fiscal review of the proposed project.

The City Council should review this report and provide direction on the project. The following schedule outline the tasks and associated timelines for the project to be completed:

- |   |                |
|---|----------------|
| • Receive Engineer's Feasibility Report                                 | December, 2022 |
| • Approve Plans and Specifications and Authorize Advertisement for Bids | February, 2023 |
| • Receive Bids  | March, 2023    |
| • Award Contract  | March, 2023    |
| • Begin Construction  | May, 2023      |
| • Complete Construction   | Summer, 2023   |

Please contact us with any questions.

Sincerely,

**WHKS** & co.

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Timothy A. Hruska, P.E., L.S.  
License No. 44930

TAH/ams

Cc: Ann Schick, WHKS - File



## Appendix

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# Engineer's Opinion of Probable Construction Costs

7th St Parking Lot

La Crescent

7319.22

1-Dec-22

Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	Mobilization	1	L.F.	@	\$5,000.00	\$5,000.00
2	Common Excavation (P)	150	CY	@	\$10.00	\$1,500.00
3	Geotextile Fabric, Type 7 (P)	220	SY	@	\$4.00	\$900.00
4	Subgrade Preparation	1.0	LS	@	\$2,000.00	\$2,000.00
5	12" Select Granular Borrow Placed (P)	75	CY	@	\$15.00	\$1,100.00
6	Aggregate Base, Class 5 (P)	50	CY	@	\$35.00	\$1,800.00
7	Type SP 12.5 Bituminous Wearing Course	25	Ton	@	\$160.00	\$4,000.00
8	Type SP 12.5 Bituminous Non-Wearing Course	25	Ton	@	\$160.00	\$4,000.00
9	Concrete Curb & Gutter Design B624	30	LF	@	\$30.00	\$900.00
10	6" Concrete Driveway Pavement w/ Reinforcement	25	SY	@	\$90.00	\$2,300.00
11	F&I 12" CMP, Class III	40	LF	@	\$70.00	\$2,800.00
12	Traffic Control	1	LS	@	\$5,000.00	\$5,000.00
13	Striping	1	LS	@	\$1,500.00	\$1,500.00
14	Turf Restoration	1	LS	@	\$2,500.00	\$2,500.00
					Construction Subtotal	\$35,300.00
					Contingency (10%)	\$3,500.00
					Engineering (15%)	\$5,300.00
					<b>Project Total</b>	<b>\$35,300.00</b>

**Engineer's Opinion of Probable Construction Costs****Old Hickory Parking Lot****La Crescent, MN****7319.22****1-Dec-22**

Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	Mobilization	1	L.F.	@	\$5,000.00	\$5,000.00
2	Aggregate Base, Class 5 (P)	135	CY	@	\$35.00	\$4,700.00
3	Type SP 12.5 Bituminous Wearing Course	265	Ton	@	\$160.00	\$42,400.00
4	Type SP 12.5 Bituminous Non-Wearing Course	265	Ton	@	\$160.00	\$42,400.00
5	Traffic Control	1	LS	@	\$2,000.00	\$2,000.00
6	Striping	1	LS	@	\$1,000.00	\$1,000.00
7	Turf Restoration	1	LS	@	\$2,500.00	\$2,500.00
					Construction Subtotal	\$100,000.00
					Contingency (10%)	\$10,000.00
					Engineering (10%)	\$10,000.00
					<b>Project Total</b>	<b>\$120,000.00</b>

#3.4



## MEMORANDUM

TO: Honorable Mayor & City Council

FROM: Tim Hruska, P.E., L.S.

DATE: December 8, 2022

RE: North 4<sup>th</sup> Street and Highway 14/61 Intersection

Per City Council direction, City Staff met with MnDOT's Traffic Engineers to discuss the above referenced intersection. MnDOT is performing video counts the intersection this week. They plan to review the intersections with North 2<sup>nd</sup> Street and Hillview Boulevard in the near future. This will allow them to review the entire corridor and not just one intersection when making recommendations for potential improvements. The Traffic Engineer stressed the need to define the problem that is occurring before beginning to provide potential solutions.

MnDOT have reviewed crash history provided by State Highway Patrol. This crash data shows a history of 10 crashes over the past 10 years. Five of them sustained injuries or potential injuries and five were property damage only. All but one of the crashes occurred between southbound highway traffic and north bound 4<sup>th</sup> Street movements. La Crescent Police Department has provided crash data to MnDOT review and inclusion in the final report.

### **Next steps**

MnDOT will be reviewing the traffic count and camera data collected in the next few weeks. This will include data for the North 2<sup>nd</sup>, North 4<sup>th</sup> and Hillview intersections. They will review the intersection to see if it meets warrants for signal installation. We will be meeting with MnDOT on February 8 to review the status of the report and start discussions on potential solutions.

MnDOT stated that they would support a dynamic speed sign at the north entrance to the City. City Staff is researching dynamic speed sign options. This sign would flash vehicle speeds if they are above the posted 40 mph limit.



#3.5



TO: Honorable Mayor and City Council Members  
FROM: Jason Ludwigson, Sustainability Coordinator  
DATE: December 7th 2022  
RE: Community planning grant for stormwater, wastewater, and community resilience

The city has been awarded a grant with the Minnesota Pollution Control Agency to study stormwater resilience for the amount of \$89,845.45. The MNPCA has noted that climate trends identified through monitoring over decades of changes in temperature and precipitation, snow depth, and lake ice, storms and droughts, our growing season, and more show that Minnesota is becoming warmer and wetter, with more damaging rains, and cold weather warming. More extreme heatwaves and extended periods of drought alternating with intense precipitation are expected in the future. The grant will enable the city to inventory stormwater structures, frequency of flooding, local impacts, and other areas that need improvements to increase stormwater resilience. The grant requires a 10% match of \$8,984.55, either cash or in-kind. Attached is an email awarding the grant to La Crescent. Tim Hruska and Jason Ludwigson will be in attendance to discuss the grant.

## Small Communities Resilience Grant Application - City of LaCrescent

LaClair, Julianne (MPCA) <Julianne.LaClair@state.mn.us>

Wed 12/7/2022 11:23 AM

To: Jason Ludwigson <jludwigson@cityoflacrescent-mn.gov>

Cc: Duchene, Aimee (MPCA) <Aimee.Duchene@state.mn.us>; Millberg, Laura (MPCA) <laura.millberg@state.mn.us>

Jason,

Congratulations! I am pleased to inform you that the City of LaCrescent has been selected for a Small Communities Planning Grant for Stormwater, Wastewater, and Community Resilience award in the amount of \$89,845.45.

Please provide contact information (email) for the person who will be responsible for signing your agreement on behalf of your entity. All agreements are routed through Docusign and reviewed/approved electronically.

Remember any costs incurred prior to the MPCA's execution of your Grant Agreement will be ineligible as both project grant costs and as your matching funds. ***Do not start work on your project until you have been notified that you may begin.***

Aimee Duchene will serve as your MPCA Project Manager and will be in contact regarding next steps. Note: Aimee is currently on leave set to return on December 19<sup>th</sup>. If you have any immediate concerns or questions about your grant, please contact Laura Millberg at [laura.millberg@state.mn.us](mailto:laura.millberg@state.mn.us).

Thank you!

**Julianne LaClair, JD** | Lead Contract Specialist

Operations Division

520 Lafayette Rd. N. | St. Paul, MN | 55155

651-757-2135

[julianne.laclair@state.mn.us](mailto:julianne.laclair@state.mn.us) | [www.pca.state.mn.us](http://www.pca.state.mn.us)



*Our mission is to protect and improve the environment and human health.*

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#3.6



TO: Honorable Mayor and City Council Members  
FROM: Jason Ludwigson, Sustainability Coordinator  
DATE: December 5th 2022  
RE: Storm Water Management Public Education and Outreach Cooperative Agreement

Attached is a cooperative agreement for the City of La Crescent to enter into with the La Crosse Waters Urban Storm Water Group (LUGS). The city has been a part of the LUGS group since 2019. This is a three-year agreement commencing on January 1, 2023 and continuing through December 31<sup>st</sup>, 2026. The annual commitment is based on population and divided amongst the 10 municipalities. The LUGS agreement includes a number of programs intended to educate the public about the need to reduce stormwater pollution. This agreement will help La Crescent meet the requirements of Best Management Practices (BMPs) for the Municipal Separate Storm Sewer Systems (MS4) program and public education/outreach.

# **STORM WATER MANAGEMENT PUBLIC EDUCATION AND OUTREACH COOPERATIVE AGREEMENT**

This Agreement is entered into pursuant to Wis. Stat. § 66.0301 to specify those certain responsibilities of the parties hereto in the implementation of an intergovernmental storm water public education and outreach program during the term of this Agreement.

## **I. PARTIES**

This Agreement is between La Crosse County, City of La Crosse, City of Onalaska, City of La Crescent, Village of Holmen, Village of West Salem, Town of Campbell, Town of Onalaska, Town of Shelby and Town of Holland, herein referred to as the La Crosse County Urban Storm Water Group.

## **II. TERM OF AGREEMENT**

This Agreement shall commence on January 1<sup>st</sup>, 2023, and continue through December 31<sup>st</sup>, 2026. This Agreement may be terminated by any party on thirty (30) days written notice to the group, subject only to the payment of any obligations due to the group under this Agreement up to the point of said termination.

## **III. PURPOSE OF AGREEMENT**

The purpose of this Agreement is to continue implementation of the single source information and outreach program for all participating municipalities meeting the requirements of Wis. Admin. Code Section § NR 216.07 to increase awareness of storm water impacts on waters of the state while avoiding duplication of efforts and saving costs.

The parties to this Agreement may seek to improve the quality of local storm water management programs by mutually agreeing to contract for services that would evaluate institutional arrangements for long-term program delivery and develop marketing and/or educational materials on storm water impacts on waters of the state to residents of La Crosse County. The Agreement allows the parties to share resources and work together on a program that meets permit requirements of Wis. Admin. Code § NR 216.07.

## **IV. PROGRAM SUMMARY**

The activities required to complete this project include but are not limited to the following.

- A. Maintain and update existing La Crosse Waters website
- B. Build awareness of nonpoint source pollution and its effects
- C. Expand outreach platforms through social media, new releases, email campaigns, and website
- D. Provide information directly to La Crosse County residents to influence changes in the behavior and encourage best practices for storm water management.
- E. Soak it up award. Promote exceptional stormwater projects throughout the county
- F. Expand La Crosse Area Waters metro-wide signage system
- G. Building public/private partnerships to assist in the coordination of stormwater public education.

## **V. SCOPE OF SERVICES**

- A. La Crosse County Urban Storm Water Group agrees to the following:
  - 1. Continue to implement and provide public education and outreach programs for storm water management that comply with Wis. Admin. Code § NR 216.07.
  - 2. Host and facilitate all La Crosse Urban Stormwater Group meetings on an as-needed basis
  - 3. Advertise for, award and execute all associated subcontractor billings, and pass these costs equitably to all participating municipalities based on the population distribution listed below.



Municipality	Population	% Pop.	2023-2026 Annual Commitment
T. of Campbell	4284	4%	\$1,250
T. of Holland	4528	4%	\$1,321
T. of Onalaska	5809	5%	\$1,695
T. of Shelby	4804	4%	\$1,402
V. of Holmen	10683	10%	\$3,117
V. of West Salem	5277	5%	\$1,540
C. of Onalaska	18829	17%	\$5,494
C. of La Crosse	52680	47%	\$15,372
C. of La Crescent	4830	4%	\$1,409
La Crosse County			\$5,000
	111724		\$37,600

Note – Population amounts based on County Block Populations (March 2022)

4. Cooperate with all participating La Crosse County Urban Storm Water Group municipal members to sponsor and conduct specific activities as contributing components of a storm water management public education and outreach program, to be implemented during the term of this Agreement.

#### **VI. NOTICES**

Notices required or deemed advisable under this Agreement shall be placed in writing and delivered personally or by registered or certified mail to La Crosse County at:  
Matt Hanewall, Director, Land Conservation  
212 N 6<sup>th</sup> St, La Crosse WI 54601

#### **VII. MUTUAL INDEMNIFICATION**

The parties agree to fully indemnify and hold all other La Crosse County Urban Storm Water Group members harmless from and against all claims, actions, judgments, costs, and expenses, arising out of damages or injuries to third persons or their property, caused by the fault or negligence of the said party, its agents, or employees, in the performance of this Agreement. The parties shall give to each other prompt and reasonable notice of any such claims or actions and the other party shall have the right to investigate, compromise, and defend the same. This provision shall not waive municipality's limitations of liabilities.

#### **VIII. WAIVER OF BREACHES**

No waiver of any breaches of this Agreement shall be held to be a waiver of any other or any subsequent breaches. All remedies afforded in this Agreement shall be considered to be cumulative and in addition to any other remedies provided by law.

#### **IX. APPLICABLE LAW**

This Agreement shall be governed by the State of Wisconsin. Venue for any dispute hereunder shall be in La Crosse County Circuit Court.

#### **X. SECTION HEADINGS**

The headings of the several sections, and any table of contents appended hereto, shall be solely for convenience of reference and shall not affect the meaning, construction, or effect hereof.

#### **XI. NON-ASSIGNMENT OF AGREEMENT**

The parties agree that there shall be no assignment or transfer of this Agreement, nor of any interests, rights or responsibilities herein contained, except as agreed to in writing.

**XII. MODIFICATIONS TO AGREEMENT**

There shall be no modifications to this Agreement, except in writing, and signed by all parties.

**XIII. INTEGRATION OF AGREEMENT**

The entire agreement of the parties is contained herein, and this Agreement supersedes all previous agreements, whether written or oral and all negotiations as well as any previous agreements presently in effect between the Provider and the county relating to the subject matter.

Both parties hereto having read and understood the entirety of this Agreement consisting of three (3) typewritten pages hereby affix their duly authorized signatures.

\_\_\_\_\_  
Josh Johnson, Chair  
Town of Campbell

\_\_\_\_\_  
Scott Schumacher, Village President  
Village of West Salem

\_\_\_\_\_  
Bob Stupi, Chair  
Town of Holland

\_\_\_\_\_  
Kim Smith, Mayor  
City of Onalaska

\_\_\_\_\_  
Stan Hauser, Chair  
Town of Onalaska

\_\_\_\_\_  
Mitch Reynolds, Mayor  
City of La Crosse

\_\_\_\_\_  
Timothy Candahl, Chair  
Town of Shelby

\_\_\_\_\_  
Patrick Barlow, Village President  
Village of Holmen

\_\_\_\_\_  
Monica Kruse, Chair  
La Crosse County Board

\_\_\_\_\_  
Bill Waller, Administrator  
City of La Crescent

#3.7



TO: Honorable Mayor and City Council Members  
FROM: Jason Ludwigson, Sustainability Coordinator  
DATE: December 5th 2022  
RE: Greater Minnesota Transportation Alternatives Solicitation

The city submitted a Letter of Intent to MnDOT for the Greater Minnesota Transportation Alternatives grant program for funding eight Safe Routes to School improvement projects. The eight projects are identified in the Safe Routes to School plan adopted in 2020. The funding available through this solicitation is for project construction in fiscal year 2027. The proposed cost for the identified projects is \$363,600, of which requires a 20% match.

The projects included in the Letter of Intent are as follows:

- Lancer Blvd at parking lot access
- Lancer Blvd and S 12th St
- 11th St and Redwood St E
- Oak St mid-block crossing outside Montessori & STEM
- 11th St between Cedar and Oak St
- S 12th St between Lancer Blvd and Skunk Hollow Rd
- Parking lane along S 2nd St
- Oak St south of S 3rd St

Staff is requesting approval of the two attached resolutions supporting the project and application for the Transportation Alternatives projects.

Attachments: Resolutions, Engineer's Probable Construction Costs

**RESOLUTION NO. 12-22-44**

**A RESOLUTION FOR THE CITY OF LA CRESCENT TO SPONSOR  
THE SAFE ROUTES TO SCHOOL PROJECT**

Be it resolved that the City of La Crescent agrees to act as sponsoring agency for the project identified as Safe Routes to School seeking Federal Highway Funds and has reviewed and approved the project as proposed. Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules, and regulations.

Be it further resolved that Jason Ludwigson is hereby authorized to act as agent on behalf of the City of La Crescent.

**Certification**

I hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by the City of La Crescent on this 12<sup>th</sup> day of December 2022.

**SIGNED:**

**WITNESSED:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)



**RESOLUTION NO. 12-22-45**

**A RESOLUTION FOR THE CITY OF LA CRESCENT TO MAINTAIN  
THE SAFE ROUTES TO SCHOOL PROJECT**

**WHEREAS**, The Federal Highway Administration (FHWA) requires that states agree to operate and maintain facilities constructed with federal transportation funds for the useful life of the improvement and not change the use of right of way or property ownership acquired without prior approval from the FHWA; and

**WHEREAS**, Transportation Alternatives projects receive federal funding; and

**WHEREAS**, the Minnesota Department of Transportation (MnDOT) has determined that for projects implemented with alternative funds, this requirement should be applied to the project proposer; and

**WHEREAS**, the City of La Crescent is the sponsoring agency for the transportation alternatives project identified as Safe Routes to School.

**THEREFORE BE IT RESOLVED THAT:** the City of La Crescent hereby agrees to assume full responsibility for the operation and maintenance of property and facilities related to the aforementioned transportation alternatives project.

**Certification**

I hereby certify that the foregoing resolution is a true and correct copy of a resolution adopted by the City of La Crescent on this 12th day of December 2022.

**SIGNED:**

**WITNESSED:**

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Date)

Engineer's Opinion of Probable Construction Costs						
Lancer Blvd at parking lot access						
La Crescent, MN						
7319.22						
26-Oct-22						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	MOBILIZATION	1	LS	@	\$5,000.00	\$5,000.00
2	REMOVE CONCRETE CURB AND GUTTER	80	LF	@	\$10.00	\$800.00
3	REMOVE CONCRETE WALK	35	SY	@	\$15.00	\$525.00
4	CONCRETE CURB AND GUTTER DESIGN B624	80	LF	@	\$30.00	\$2,400.00
5	6" CONCRETE WALK	570	SF	@	\$10.00	\$5,700.00
6	TRUNCATED DOMES	15	SF	@	\$50.00	\$750.00
7	CROSSWALK PAINT, WHITE LATEX	30	SF	@	\$3.00	\$90.00
8	YIELD BAR, WHITE LATEX	32	LF	@	\$40.00	\$1,280.00
9	PEDESTRIAN CROSSWALK FLASHER SYSTEM	1	LS	@	\$17,000.00	\$17,000.00
10	TRAFFIC CONTROL	1	LS	@	\$1,500.00	\$1,500.00
					Construction Subtotal	\$35,100.00
					Contingency (10%)	\$3,600.00
					Engineering (20%)	\$7,100.00
					Project Total	\$45,800.00

Engineer's Opinion of Probable Construction Costs						
Lancer Blvd and S 12th St						
La Crescent, MN						
7319.22						
26-Oct-22						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	MOBILIZATION	1	LS	@	\$5,000.00	\$5,000.00
2	REMOVE CONCRETE CURB AND GUTTER	300	LF	@	\$10.00	\$3,000.00
3	REMOVE CONCRETE WALK	90	SY	@	\$15.00	\$1,350.00
4	CONCRETE CURB AND GUTTER DESIGN B624	370	LF	@	\$30.00	\$11,100.00
5	4" CONCRETE WALK	416	SF	@	\$8.00	\$3,328.00
6	6" CONCRETE WALK	584	SF	@	\$10.00	\$5,840.00
7	TRUNCATED DOMES	90	SF	@	\$50.00	\$4,500.00
8	CROSSWALK PAINT, WHITE LATEX	174	SF	@	\$3.00	\$522.00
9	STOP BAR, WHITE LATEX	24	LF	@	\$40.00	\$960.00
10	TRAFFIC CONTROL	1	LS	@	\$1,500.00	\$1,500.00
					Construction Subtotal	\$37,100.00
					Contingency (10%)	\$3,800.00
					Engineering (20%)	\$7,500.00
					<b>Project Total</b>	<b>\$48,400.00</b>

Engineer's Opinion of Probable Construction Costs						
11th St and Redwood St E						
La Crescent, MN						
7319.22						
26-Oct-22						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	MOBILIZATION	1	LS	@	\$5,000.00	\$5,000.00
2	REMOVE CONCRETE CURB AND GUTTER	170	LF	@	\$10.00	\$1,700.00
3	REMOVE CONCRETE WALK	6	SY	@	\$15.00	\$90.00
4	CONCRETE CURB AND GUTTER DESIGN B624	200	LF	@	\$30.00	\$6,000.00
5	6" CONCRETE WALK	410	SF	@	\$10.00	\$4,100.00
6	TRUNCATED DOMES	75	SF	@	\$50.00	\$3,750.00
7	CROSSWALK PAINT, WHITE LATEX	216	SF	@	\$3.00	\$648.00
8	TRAFFIC CONTROL	1	LS	@	\$1,500.00	\$1,500.00
					Construction Subtotal	\$22,800.00
					Contingency (10%)	\$2,300.00
					Engineering (20%)	\$4,600.00
					Project Total	\$29,700.00



Engineer's Opinion of Probable Construction Costs						
Oak St mid-block crossing outside Montessori & STEM						
La Crescent, MN						
7319.22						
26-Oct-22						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	MOBILIZATION	1	LS	@	\$5,000.00	\$5,000.00
2	REMOVE CONCRETE CURB AND GUTTER	105	LF	@	\$10.00	\$1,050.00
3	REMOVE CONCRETE WALK	15	SY	@	\$15.00	\$225.00
4	CONCRETE CURB AND GUTTER DESIGN B624	105	LF	@	\$30.00	\$3,150.00
5	6" CONCRETE WALK	300	SF	@	\$10.00	\$3,000.00
6	TRUNCATED DOMES	48	SF	@	\$50.00	\$2,400.00
7	CROSSWALK PAINT, WHITE LATEX	72	SF	@	\$3.00	\$216.00
8	TRAFFIC CONTROL	1	LS	@	\$1,500.00	\$1,500.00
					Construction Subtotal	\$16,600.00
					Contingency (10%)	\$1,700.00
					Engineering (20%)	\$3,400.00
					Project Total	\$21,700.00

Engineer's Opinion of Probable Construction Costs						
11th St between Cedar and Oak St						
La Crescent, MN						
7319.22						
26-Oct-22						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	MOBILIZATION	1	LS	@	\$5,000.00	\$5,000.00
2	6" CONCRETE DRIVEWAY PAVEMENT W/ REINFORCEMENT	60	SY	@	\$75.00	\$4,500.00
3	4" CONCRETE WALK	3,090	SF	@	\$8.00	\$24,720.00
4	6" CONCRETE WALK	950	SF	@	\$10.00	\$9,500.00
5	TRUNCATED DOMES	12	SF	@	\$50.00	\$600.00
6	TRAFFIC CONTROL	1	LS	@	\$1,500.00	\$1,500.00
					Construction Subtotal	\$45,900.00
					Contingency (10%)	\$4,600.00
					Engineering (20%)	\$9,200.00
					Project Total	\$59,700.00

Engineer's Opinion of Probable Construction Costs						
S 12th St between Lancer Blvd and Skunk Hollow Rd						
La Crescent, MN						
7319.22						
26-Oct-22						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	MOBILIZATION	1	LS	@	\$5,000.00	\$5,000.00
2	6" CONCRETE DRIVEWAY PAVEMENT W/ REINFORCEMENT	105	SY	@	\$75.00	\$7,875.00
3	4" CONCRETE WALK	3,050	SF	@	\$8.00	\$24,400.00
4	6" CONCRETE WALK	1,205	SF	@	\$10.00	\$12,050.00
5	TRUNCATED DOMES	90	SF	@	\$50.00	\$4,500.00
6	CROSSWALK PAINT, WHITE LATEX	216	SF	@	\$3.00	\$648.00
7	TRAFFIC CONTROL	1	LS	@	\$1,500.00	\$1,500.00
			Construction Subtotal			\$56,000.00
			Contingency (10%)			\$5,600.00
			Engineering (20%)			\$11,200.00
			Project Total			\$72,800.00

Engineer's Opinion of Probable Construction Costs						
Parking lane along S 2nd St						
La Crescent, MN						
7319.22						
26-Oct-22						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	MOBILIZATION	1	LS	@	\$5,000.00	\$5,000.00
2	REMOVE CONCRETE WALK	270	SY	@	\$15.00	\$4,050.00
3	CONCRETE CURB AND GUTTER DESIGN B624	480	LF	@	\$30.00	\$14,400.00
4	4" CONCRETE WALK	2,400	SF	@	\$8.00	\$19,200.00
5	TRAFFIC CONTROL	1	LS	@	\$1,500.00	\$1,500.00
					Construction Subtotal	\$44,200.00
					Contingency (10%)	\$4,500.00
					Engineering (20%)	\$8,900.00
					Project Total	\$57,600.00

Engineer's Opinion of Probable Construction Costs						
Oak St south of S 3rd St						
La Crescent, MN						
7319.22						
26-Oct-22						
Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	MOBILIZATION	1	LS	@	\$5,000.00	\$5,000.00
2	REMOVE CONCRETE CURB AND GUTTER	160	LF	@	\$10.00	\$1,600.00
3	REMOVE CONCRETE WALK	50	SY	@	\$15.00	\$750.00
4	CONCRETE CURB AND GUTTER DESIGN B624	180	LF	@	\$30.00	\$5,400.00
5	4" CONCRETE WALK	100	SF	@	\$8.00	\$800.00
6	6" CONCRETE WALK	360	SF	@	\$10.00	\$3,600.00
7	TRUNCATED DOMES	50	SF	@	\$50.00	\$2,500.00
8	CROSSWALK PAINT, WHITE LATEX	72	SF	@	\$3.00	\$216.00
9	TRAFFIC CONTROL	1	LS	@	\$1,500.00	\$1,500.00
					Construction Subtotal	\$21,400.00
					Contingency (10%)	\$2,200.00
					Engineering (20%)	\$4,300.00
					<b>Project Total</b>	<b>\$27,900.00</b>



Engineer's Opinion of Probable Construction Costs			
SRTS Project			
La Crescent, MN			
7319.22			
26-Oct-22			
Line	Item Description	Estimated Subtotal	
1	Lancer Blvd at parking lot access	\$45,800.00	
2	Lancer Blvd and S 12th St	\$48,400.00	
3	11th St and Redwood St E	\$29,700.00	
4	Oak St mid-block crossing outside Montessori & STEM	\$21,700.00	
5	11th St between Cedar and Oak St	\$59,700.00	
6	S 12th St between Lancer Blvd and Skunk Hollow Rd	\$72,800.00	
7	Parking lane along S 2nd St	\$57,600.00	
8	Oak St south of S 3rd St	\$27,900.00	
		Project Total	\$363,600.00

#3.8



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: December 8, 2022  
RE: 2023 Street Improvement Project

Attached for review and consideration by the City Council is an engineering agreement for the proposed 2023 street improvement project. City Engineer Tim Hruska will be in attendance at the meeting to review the project and the agreement with the City Council.

Also included is an estimated project cost. The project costs are proposed to be split as follows:

- The cost of the trail extension would be funded through a MnDOT Active Transportation Infrastructure Grant that the City will be submitting latter this month. If the City's grant application is not approved, we would suggest that the project not proceed in 2023.
- The cost of replacing the water main would come from a portion of the American Rescue Funds that the City received in 2021 and 2022. The City has received \$557,804 in American Rescue Funds, and the investment in water and sewer infrastructure is an allowable expenditure of these funds.
- The street reconstruction costs would be included in a reimbursement resolution under the City's street reconstruction plan, and would be included in the 2024 bond issue that the City anticipates issuing for both the 2023 and 2024 street reconstruction projects.

We are suggesting that the City Council approve the engineering agreement, contingent upon grant approval of the Active Transportation Infrastructure Grant. Depending upon the time frame of the grant award, approval of the engineering agreement now with that contingency may provide the City Engineer some additional time to work on the project.



## PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, by and between **City of La Crescent** hereinafter referred to as the "Client" and WHKS & Co., hereinafter referred to as "WHKS", is made as follows:

WHEREAS, the Client has a need for certain professional services relating to the project described as **South 6<sup>th</sup> Street**.

WHEREAS, WHKS proposes to furnish the professional services required by the Client for said project,

NOW THEREFORE, the Client hereby agrees to retain and compensate WHKS to perform the professional services in accordance with the terms and conditions of this Agreement and the attached Standard Terms and Conditions.

### Scope of Services

WHKS shall perform the following described services for the Client:

**Design, bid, and construction phase engineering services as described on the attached Scope of Services included in Exhibit A.**

### Basis of Compensation

For the services described above, the Client shall remunerate WHKS as follows:

**Items 1-5 - Billed Hourly with an Estimated Fee of \$95,000. Expenses billed at actual cost and mileage at the current published IRS rate per mile. External expenses include an administrative charge of 10 percent.**

Executed this \_\_\_\_\_ day of December, 2022

### **City of La Crescent**

By: \_\_\_\_\_  
Printed Name: Bill Waller  
Title: City Administrator

### **WHKS & CO.**

By: \_\_\_\_\_  
Printed Name: Timothy A. Hruska  
Title: Vice President





## **Exhibit A to Professional Services Agreement**

### **A. Project Description**

This project consists of the preparation of plans and specifications, and construction services for a project to reconstruct South 6<sup>th</sup> Street from Elm Street to the cul-de-sac at the west end of South 6<sup>th</sup> Street. The project will reduce the street width and include a widened sidewalk to connect Elm Street to the aquatic center and South 7<sup>th</sup> Street. The watermain and water services on 6<sup>th</sup> Street will be reconstructed with the project. Storm sewer will be reconnected and the use of a rain garden or similar volume reducing strategies will be considered. A concept of the proposed improvements can be found in Figure 1 attached to this agreement.

### **B. Scope of Services Provided Under This Agreement:**

#### **1. Project Management and Meetings**

- Perform general project administrative duties including supervision and coordination of the project team, review of project costs and billings, prepare invoices using Consultant's standard forms, preparation of status reports, and general administrative activities.
- Hold kick-off meeting with Client to discuss the project and review the scope.
- Advise the Client of the necessity of obtaining Special Engineering Services as described in Paragraph C., and act as the Client's representative in connection with any such services not actually performed by WHKS.
- Attend two (2) meetings for the project.

#### **2. Topographic Survey and Research of Existing Conditions**

- Perform site topographical surveys to support new facilities, exclusive of boundary surveys for land and easement acquisition.
- Develop project control and base map for the project.
- Locate the existing underground utilities as located by the Gopher State One Call locate system.
- Collect, obtain and review relevant information from the Client.

#### **3. Preliminary and Final Design**

- Prepare preliminary and final plans and specifications to show the character and scope of work to be performed by contractors on the Project.
- Geotechnical Engineering services will be performed by a subcontractor to WHKS under this contract. Geotechnical services to include soil borings and material testing.
- Prepare forms of advertisement for bids, contractor's proposal, construction agreement, payment bond and performance bond for approval by the Client, subject to prior review and approval by Client's Attorney, Bond Counsel, and/or Fiscal Agent.
- Prepare opinion of probable construction cost on completed plans and specifications.
- Furnish one (1) original signed copies of the plans, specifications, and other contract documents as required to the Client.
- Furnish plans and specifications to bidders through the use of a web based plan room.
- Answer contractor's questions during the bidding phase.

- Prepare addendums to the contract documents prior to bid letting, if necessary.
- Assist in the receiving and tabulation of Contractors' proposals and assist in awarding construction contract.
- A Storm Water Pollution Prevention Plan (SWPPP) will be prepared.
- Prepare and submit applicable construction permit application package to Minnesota Department of Health.

**4. Construction Administration**

- Provide construction administration assistance during construction. Contract administration assistance activities conducted during project construction include clarification of design details, periodic visits to the construction site to observe the progress of work, review of shop drawings, review periodic payment estimates for completed construction work and recommend payments for processing, prepare change orders when required, and prepare the final summary of construction costs.
- Conduct a preconstruction meeting with Client, Contractor and Utility Owners.
- Provide construction staking.
- Prepare record drawings from Contractor provided "mark-ups" at the completion of the construction.
- Provide construction updates to the Client.

**5. Construction Observation**

- Provide resident project observation services during the construction of the Project. Resident observation is a part time function during construction. Duties are to provide on-site evaluations of the Project progress in accordance with the plans and specifications and report said progress to the Engineer. Additionally, the observer maintains a log book recording conditions at the job site, weather, record of visitors, summary of daily activities, actions taken, observations in general and assists in recording data for eventual preparation of Record Drawings. The observer duties do not include construction means, methods, procedures, and job-site safety. Fee based on 200 hours of observation and travel time.

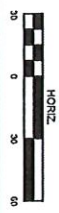
**C. Special Engineering Services:**

Special Engineering Services are those services not listed above, but which may be required or advisable to accomplish the Project. Special Engineering Services shall be performed when authorized by the Client for additional fees, to be determined at the time authorized.

Special Engineering Services include:

1. Easement research, plats or descriptions
2. Negotiation for easements or land acquisition
3. Permits other than those identified above
4. Funding assistance, including grant and/or loan applications
5. Cultural resource survey or other studies or documentation that may be required by regulatory agencies that are not specifically listed in the scope of services
6. National Environmental Policy Act (NEPA) compliance, including historical and archeological investigations
7. Attendance at additional meetings (other than those listed above)





<p>SCALE SHOWN</p> <p>WMS PROJECT NO. 7319.02</p> <p>DATE: 10/11/2022</p> <p>CHECKED BY: TMM</p> <p>SHEET 1 OF 1</p>		<p>CONCEPT PLAN</p> <p>S 6TH STREET RECONSTRUCTION</p> <p>LA CRESCENT, MINNESOTA</p> <p>2023</p>	<table border="1"> <thead> <tr> <th colspan="2">REVISIONS</th> </tr> <tr> <th>NO.</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> <tr><td> </td><td> </td></tr> </tbody> </table>	REVISIONS		NO.	DESCRIPTION																					<p>engineers • planners • land surveyors</p>
REVISIONS																												
NO.	DESCRIPTION																											

**Engineer's Opinion of Probable Construction Costs**  
**S 6th Street Reconstruction**  
**La Crescent, MN**  
**2023**

Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	Mobilization	1	L.S.	@	\$15,000.00	\$15,000.00
3	Remove Bituminous Pavement	2,548	S.Y.	@	\$5.00	\$12,740.00
4	Remove Curb and Gutter	1,069	L.F.	@	\$5.00	\$5,345.00
5	Remove Concrete Walk	54	S.Y.	@	\$6.00	\$324.00
6	Remove Concrete Driveway Pavement	103	S.Y.	@	\$6.00	\$618.00
7	Remove Storm Sewer Catch Basin	1	Each	@	\$450.00	\$450.00
8	Remove Storm Sewer Pipe	50	L.F.	@	\$15.00	\$750.00
9	Remove Gate Valve	2	Each	@	\$250.00	\$500.00
10	Remove Watermain	574	L.F.	@	\$6.00	\$3,444.00
11	Remove Hydrant	1	Each	@	\$400.00	\$400.00
12	Common Excavation (P)	825	C.Y.	@	\$12.00	\$9,900.00
13	Common Topsoil Borrow (CV)	15	C.Y.	@	\$30.00	\$450.00
14	Geotextile Fabric, Type 7 (P)	2,375	S.Y.	@	\$3.50	\$8,312.50
15	Subgrade Preparation 12"	5.1	Rd. Sta.	@	\$550.00	\$2,805.00
16	Aggregate Base, Class 5 (P)(CV)	660	C.Y.	@	\$35.00	\$23,100.00
17	Breaker Run (CV)	80	C.Y.	@	\$35.00	\$2,800.00
18	Type SP 12.5 Bituminous Wearing Course	242	Ton	@	\$120.00	\$29,040.00
19	Type SP 12.5 Bituminous Non-Wearing Course	242	Ton	@	\$120.00	\$29,040.00
20	Aggregate for Pipe Foundation (CV)	44	C.Y.	@	\$35.00	\$1,540.00
21	F&I 12" PVC Storm Sewer	143	L.F.	@	\$70.00	\$10,010.00
22	Construct Structure, Type 4 (48")	1	Each	@	\$4,300.00	\$4,300.00
23	Construct Structure Type 1	1	Each	@	\$3,500.00	\$3,500.00
24	Connect to Existing Storm Sewer Structure	1	Each	@	\$1,500.00	\$1,500.00
25	Adjust Frame Ring and Casting	4	Each	@	\$475.00	\$1,900.00
26	4" Concrete Sidewalk	202	S.F.	@	\$8.00	\$1,616.00
27	6" Concrete Sidewalk	413	S.F.	@	\$12.00	\$4,956.00
28	Truncated Domes	40	S.F.	@	\$55.00	\$2,200.00
29	Concrete Driveway Reinforced Pavement	94	S.Y.	@	\$80.00	\$7,520.00
30	B624 Concrete Curb and Gutter	1,178	L.F.	@	\$22.00	\$25,916.00
31	Traffic Control	1	L.S.	@	\$2,000.00	\$2,000.00
32	Temporary Rock Construction Entrance	1	Each	@	\$1,500.00	\$1,500.00
33	Storm Drain Inlet Protection	1	Each	@	\$225.00	\$225.00
34	Sod	379	S.Y.	@	\$12.00	\$4,548.00
35	Seeding	0.1	Acres	@	\$5,000.00	\$500.00
36	F&I 8" PVC Watermain	528	L.F.	@	\$60.00	\$31,680.00
37	F&I 6" PVC Watermain	5	L.F.	@	\$55.00	\$275.00
38	F&I 1" Type K Copper Pipe	563	L.F.	@	\$45.00	\$25,335.00
39	F&I Hydrant	1	Each	@	\$5,800.00	\$5,800.00
40	F&I 6" Gate Valve and Box	1	Each	@	\$2,225.00	\$2,225.00
41	F&I 8" Gate Valve and Box	1	Each	@	\$3,100.00	\$3,100.00
42	1" Corporation Stop	14	Each	@	\$450.00	\$6,300.00
43	1" Curb Stop and Box	14	Each	@	\$580.00	\$8,120.00

**Engineer's Opinion of Probable Construction Costs**  
**S 6th Street Reconstruction**  
**La Crescent, MN**  
**2023**

Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
44	F&I Ductile Iron Fittings	36	Pound	@	\$13.00	\$468.00
45	Connect to Existing Watermain	1	Each	@	\$1,250.00	\$1,250.00
46	Temporary Water System	1	L.S.	@	\$8,000.00	\$8,000.00
Subtotal						\$311,000.00
Contingency (10%)						\$31,000.00
Engineering (18%)						\$62,000.00
<b>Total</b>						<b>\$404,000.00</b>

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**Engineer's Opinion of Probable Construction Costs**  
**6th Street S Trail Construction**  
**La Crescent, MN**  
**2023**

Line	Item Description	Approx. Quantities	Unit of Measure		Unit Price	Total Amount
1	Mobilization	1	L.S.	@	\$6,000.00	\$6,000.00
2	Clear and Grub Tree	10	Each	@	\$750.00	\$7,500.00
3	Remove Bituminous Pavement	258	S.Y.	@	\$5.00	\$1,290.00
4	Remove Curb and Gutter	147	L.F.	@	\$5.00	\$735.00
5	Remove Concrete Walk	228	S.Y.	@	\$6.00	\$1,368.00
6	Remove Concrete Driveway Pavement	85	S.Y.	@	\$6.00	\$510.00
7	Remove Fence	150	L.F.	@	\$10.00	\$1,500.00
8	Common Excavation (P)	175	C.Y.	@	\$12.00	\$2,100.00
9	Common Topsoil Borrow (CV)	30	C.Y.	@	\$30.00	\$900.00
10	Type SP 12.5 Bituminous Wearing Course	9	Ton	@	\$120.00	\$1,080.00
11	4" Concrete Sidewalk	7,803	S.F.	@	\$8.00	\$62,424.00
12	6" Concrete Sidewalk	404	S.F.	@	\$12.00	\$4,848.00
13	Concrete Driveway Reinforced Pavement	104	S.Y.	@	\$80.00	\$8,320.00
14	Traffic Control	1	L.S.	@	\$1,500.00	\$1,500.00
15	Silt Fencing, Type Machine Sliced	150	L.F.	@	\$3.00	\$450.00
16	Temporary Rock Construction Entrance	1	Each	@	\$1,500.00	\$1,500.00
17	Storm Drain Inlet Protection	2	Each	@	\$225.00	\$450.00
18	Erosion Control Blanket	1,020	S.Y.	@	\$3.00	\$3,060.00
19	Sod	917	S.Y.	@	\$12.00	\$11,004.00
20	Seeding	0.2	Acres	@	\$8,000.00	\$1,600.00
Subtotal						\$118,000.00
Contingency (10%)						\$12,000.00
Engineering (18%)						\$23,000.00
<b>Total</b>						<b>\$153,000.00</b>

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#3.9



## WIESER LAW OFFICE, P.C.

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FAX: (507) 895-8458

AL WIESER, JR.  
*Emeritus*

**TO:** Honorable Mayor and City Council Members

**CC:** Bill Walter, City Administrator

**FROM:** Skip Wieser, City Attorney

**DATE:** December 8, 2022

**RE:** Interactive Technology

---

As discussed at the November 28, 2022 City Council meeting, we are suggesting the City Council review the use of interactive technology at City Council meetings. Attached find a proposed amendment to the City Council Organizational Resolution. It is suggested that Section 1 be amended to include the following at Subd. 8.

Subd. 8. Interactive Technology. The City Council may broadcast their meeting(s) through interactive technology and allow the observation of public meetings. Interactive technology will not be used by the City Council for accepting public comment or testimony. This subdivision does not apply to employees, appointed officers, or consultants of the City.

A redlined copy showing the insertion is attached. At the meeting the use of interactive technology by an elected official will also be reviewed. We will continue to review this language between now and the City Council meeting.



## RESOLUTION NO. 02-13-03

### A RESOLUTION ESTABLISHING RULES FOR THE ORGANIZATION AND PROCEDURE OF THE CITY COUNCIL OF THE CITY OF LA CRESCENT

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

WHEREAS, the City Council of the City of La Crescent has power to regulate its own procedure under Minn. Stat. § 412.191, Subd. 2.

WHEREAS, the purpose of this policy on city council meetings is to set the ground work for orderly and respectful communication between and among council members, city staff and citizens to promote the efficient working of the public's business at city council meetings.

NOW, THEREFORE, the city council of the City of La Crescent has determined that its rules of organization and procedure are as follows:

#### **Section 1. Open Meetings**

The Open Meeting Law, Minn. Stat. Ch. 13D, generally requires all meetings of the council to be open to the public.

**Subd. 1. Regular Meetings.** Regular meetings of the city council shall be held on the second and fourth Monday of each calendar month at 5:30 p.m. Any regular meeting falling upon a holiday shall be held on the next following business day at the same time and place. The deputy clerk shall maintain a schedule of regular meetings. This schedule shall be available for public inspection during regular business hours at the city clerk's office. All meetings, including special, emergency meetings, shall be held in the city hall, unless otherwise designated.

**Subd. 2. Special Meetings.** The mayor or any two members of the council may call a special meeting of the council upon at least twenty-four (24) hours written notice to each member of the council. This notice shall be delivered personally to each member, or left at the member's usual place of residence with some responsible person. Similar written notice shall be mailed at least three (3) days before the meeting date to those who have requested a notice of such special meetings. This request must be in writing and be filed with the deputy clerk, designating an official address where notice may be mailed. Such request will be valid for one (1) year.

**Subd. 3. Emergency Meetings.** The mayor or any two (2) council members may call an emergency meeting when circumstances require the immediate consideration of a matter by the council. Notice may be in writing personally delivered to council members or may be in the form of personal telephone communication. Notice must include the date, time, place, and purpose of such a meeting. Where practical, the deputy clerk shall make an effort to contact news gathering organizations that have filed a request to receive notice of special meetings.

**Subd. 4. Closed Meetings.** The Minnesota Open Meeting Law allows some meetings to be closed to the public for defined purposes. When a meeting is closed, the presiding officer at the

First Adopted by Council: December 1975

Amended by Council: January 12, 2015

Reviewed by Council: February 25, 2013, May 27, 2014, January 12, 2015, January 11, 2016, January 9, 2017,  
January 8, 2018, January 14, 2019, January 13, 2020; January 11, 2021; January 10, 2022

council meeting will state the reason for closing the meeting on the record and cite the state statute that permits closure.

**Subd. 5. Recessed or Continued Meetings.** When a meeting is recessed or continued, the presiding officer shall state the time and place for the next meeting to occur pursuant to Minn. Stat. § 13D.04, subd. 4. The time and place shall be noted in the minutes. If the time and place are stated in the minutes, no additional notice of the meeting is required. However, if the time and place is not stated, the notice procedures for special meeting shall be required.

**Subd. 6. Initial Meeting/Organizational Meetings.** The council will conduct its organizational meeting concurrent with the first regular council meeting in January of each year to:

1. Appoint an acting mayor pursuant to Minn. Stat. § 412.121.
2. Select an official newspaper pursuant to Minn. Stat. § 412.831.
3. Select an official depository for city funds. This must be done within thirty (30) days of the start of the City's fiscal year pursuant to Minn. Stat. §§ 427.01-.02; 118A.02, subd. 1; 427.09.
4. Review council's bylaws and make any needed changes.
5. Assign committee duties to members.

**Subd. 7. Public Meetings.** Except as otherwise provided in the open meeting law, all council meetings, including special, emergency, and adjourned meetings and meetings of all council committees shall be open to the public.

**Subd. 8. Interactive Technology.** The City Council may broadcast their meeting(s) through interactive technology and allow the observation of public meetings. Interactive technology will not be used by the City Council for accepting public comment or testimony. This subdivision does not apply to employees, appointed officers, or consultants of the City.

## **Section 2. Presiding Officer**

**Subd. 1. Who Presides.** The presiding officer shall be the mayor. In the absence of the mayor, the acting mayor shall preside. In the absence of both, the city administrator shall call the meeting to order and shall preside until the council members present at the meeting choose one of their number to act temporarily as presiding officer.

**Subd. 2. Procedure.** The presiding officer shall preserve order, enforce the rules of procedure herein prescribed and determine without debate, subject to the final decision of the council on appeal, all questions of procedure and order. The presiding officer shall determine which member has the right to speak and may move matters to a vote once the officer has determined that all members have spoken. The presiding officer may determine whether a motion or proposed amendment is in order and may call members to order. Except as otherwise provided by statute or by these rules, the proceedings of the council shall be conducted in accordance with *Robert's Rules of Order, Newly Revised, 11<sup>th</sup> Edition, as revised*.

First Adopted by Council: December 1975

Amended by Council: January 12, 2015

Reviewed by Council: February 25, 2013, May 27, 2014, January 12, 2015, January 11, 2016, January 9, 2017, January 8, 2018, January 14, 2019, January 13, 2020; January 11, 2021; January 10, 2022

**Subd. 3. Appeals.** Any member may appeal to the council from a ruling of the presiding officer. If the appeal is seconded, the member may speak once solely on the question involved and the presiding officer may explain his or her ruling, but no other council member shall participate in the discussion. Once both the maker of the motion and the presiding officer have spoken, the matter must be voted upon by the council as a whole. The appeal shall be sustained if it is approved by a majority of the members present.

**Subd. 4. Rights of Presiding Officer.** Whenever the presiding officer desires to speak on any question or to make or second any motion, the presiding officer shall vacate the chair, designate the acting mayor, or in their absence, some other council member, to preside temporarily, and shall not resume the chair until the matter under consideration has been acted upon by the council.

### **Section 3. Minutes**

**Subd. 1. Who Keeps.** Minutes of each council meeting shall be kept by the deputy clerk or in the deputy city clerk's absence, the city administrator, or his assigns. In the absence of both, the presiding officer shall appoint the city attorney as a secretary pro tem. Ordinances, resolutions, and claims need not be recorded in full in the minutes if they appear in other permanent records of the deputy clerk and can be accurately identified from the description given in the minutes.

**Subd. 2. Approvals.** The minutes of each meeting shall be reduced to typewritten form, shall be signed by the deputy clerk, and copies shall be delivered to each council member as soon as practicable after the meeting. At the next regular meeting following such delivery, approval of the minutes need not be read aloud, but the presiding officer shall call for any additions or corrections. If there is no objection to a proposed addition or correction, it may be made without a vote of the council. If there is an objection, the council shall vote upon the addition or correction. If there are no additions or corrections, the minutes shall stand approved.

**Subd. 3. Publication.** Minutes shall be published as required by Minn. Stat. §§ 412.191, 331A.08, subd. 3, 331A.01, subd. 10.

### **Section 4. Order of Business.**

**Subd. 1. Order Established.** Each meeting of the council shall convene at the time and place appointed. Council business shall be conducted in the following order:

1. Call to order
2. Pledge of Allegiance
3. Roll call
4. Action to change agenda
5. Consent agenda
6. Public hearings
7. Items for consideration
8. Unfinished business
9. Mayor's comments
10. Staff correspondence

First Adopted by Council: December 1975

Amended by Council: January 12, 2015

Reviewed by Council: February 25, 2013, May 27, 2014, January 12, 2015, January 11, 2016, January 9, 2017, January 8, 2018, January 14, 2019, January 13, 2020; January 11, 2021; January 10, 2022

11. Correspondence
12. Announcements
13. Items for next agenda
14. Adjournment

**Subd. 2. Varying Order.** The order of business may be varied by the presiding officer, but all public hearings shall be held at the time specified in the notice of hearing.

**Subd. 3. Agenda.** An agenda will be prepared for all regular council meetings by the city administrator. Agenda items may be placed by city council members and city staff. Members of the public wishing to place items on the agenda shall complete an agenda request form. When a special meeting is called, the agenda must be included in the request for the meeting and notice consisting of the date, time and purpose of the special meeting shall be posted by the City.

1. All requests to place an item on the agenda must be received by the city administrator/clerk by noon on the Wednesday prior to the next council meeting.
2. All requests to place an item on the agenda must be on the form prescribed by the city. The form should be completed with the goal of clearly describing the subject matter to be considered by council and any action requested or required. Supporting information may be attached to the form as necessary.
3. All requests to place an item on the agenda by city staff must be reviewed by the city administrator/clerk.
4. The agenda, along with information materials, will be mailed or delivered to all city council members and the city attorney at least three (3) days prior to the next council meeting.
5. No item of business shall be considered unless it appears on the agenda for the meeting or is approved for addition to the agenda by a unanimous consent of the Council Members present, unless extraordinary circumstances exist.

## **Section 5. Quorum and Voting.**

**Subd. 1. Quorum.** At all council meetings a majority of the elected council members shall constitute a quorum for the transaction of business, but a smaller number may adjourn from time to time. The council may punish non-attendance by a fine not exceeding \$100.00 for each absence from any meeting unless a reasonable excuse is offered.

**Subd. 2. Voting.** The votes of the members on any question may be taken in any manner, which signifies that the intention of the individual members, and the votes of the members on any action taken shall be recorded in the minutes. The vote of each member shall be recorded on each appropriation of money, except for payments of judgments, claims and amounts fixed by statute. If any member is present but does not vote, the minutes, as to that member's name, shall be recorded as an abstention.

First Adopted by Council: December 1975

Amended by Council: January 12, 2015

Reviewed by Council: February 25, 2013, May 27, 2014, January 12, 2015, January 11, 2016, January 9, 2017, January 8, 2018, January 14, 2019, January 13, 2020; January 11, 2021; January 10, 2022

**Subd. 3. Votes Required.** A majority vote of all members of the council shall be necessary for approval of any ordinance unless a larger number is required by statute. Except as otherwise provided by statute, a majority vote of a quorum shall prevail in all other cases.

#### **Section 6. Decorum of Council Members.**

**Subd. 1. Aspirational Statement.** All council members shall assist the presiding officer in preserving order and decorum and in providing for the efficient operation of the meeting.

**Subd. 2. Aspirational Statement.** No council member shall engage in conduct which delays or interrupts the proceeding or which hinders honest, respectful discussion and debate.

**Subd. 3. Aspirational Statement.** City council meetings shall be conducted in a courteous manner that recognizes the validity of differing points of view and promotes the ideal of democratic discussion and debate free of insult, slander, and personal attacks and threats.

**Subd. 4. Aspirational Statement.** To effectuate these aspirational goals, city council members shall conduct themselves at council meetings in a manner consistent with the following:

1. No council member shall engage in private conversation or pass private messages while in the chamber in a manner so as to interrupt the proceedings of the council.
2. No council member shall leave his or her seat or make any noise of disturbance while a vote is being taken and until the result of the vote is announced.
3. No council member shall use profane or obscene words or unparliamentary language or use language that threatens harm or violence toward another person during a council meeting.
4. No council member shall speak on any subject other than the subject in debate.
5. No council member shall speak without being recognized by the chair; nor shall any council member interrupt the speech of another council member.

#### **Section 7. Ordinances, Resolutions, Motions, Petitions and Communications.**

**Subd. 1. Readings.** Every ordinance and resolution shall be presented in writing. An ordinance or resolution need not be read in full unless a member of the council requests such a reading.

**Subd. 2. Signing and Publication Proof.** Every ordinance and resolution passed by the council shall be signed by the mayor, attested by the deputy clerk, and filed by the deputy clerk in the ordinance or resolution book. Proof of publication of every ordinance shall be attached and filed with the ordinance.

First Adopted by Council: December 1975

Amended by Council: January 12, 2015

Reviewed by Council: February 25, 2013, May 27, 2014, January 12, 2015, January 11, 2016, January 9, 2017, January 8, 2018, January 14, 2019, January 13, 2020; January 11, 2021; January 10, 2022



**Subd. 3. Repeals and Amendments.** Every ordinance or resolution repealing a previous ordinance or resolution or a section or subdivision thereof shall give the number, if any, and the title of the ordinance or code number of the ordinance or resolution to be repealed in whole or in part. Each ordinance or resolution amending an existing ordinance or resolution or part thereof shall set forth in full each amended section or subdivision as it will read with the amendment.

**Subd. 4. Motions, Petitions, Communications.** Every motion shall be stated in full before the presiding officer submits it to a vote and shall be recorded in the minutes. Every petition or other communication addressed to the council shall be in writing and shall be read in full upon presentation to the council unless the council dispenses with the reading. Each petition or other communication shall be recorded in the minutes by title and filed with the minutes in the office of the deputy clerk.

## **Section 8. Committees.**

**Subd. 1. Committees Designated.** The following committee shall be appointed by the council at the first regular council meeting in January of each year:

1. Personnel committee

**Subd. 2. Referral and Reports.** Any matter brought before the council for consideration may be referred by the presiding officer to the appropriate committee or to a special committee that the presiding officer appoints for a written report and recommendation before it is considered by the council as a whole. A majority of the members of the committee shall sign the report and file it with the deputy clerk prior to the council meeting at which it is to be submitted. Minority reports may be submitted. Each committee shall act promptly and faithfully on any matter referred to it.

## **Section 9. Suspension or Amendment of Rules.**

These rules may be suspended or amended only by a two-thirds vote of the members present and voting.

Originally passed February 25, 2013 and Amended May 27, 2014, and on January 12, 2015, by the City Council of the City of La Crescent.

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Mayor

---

City Administrator

#3.10



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FAX: (507) 895-8458

AL WIESER, JR.  
*Emeritus*

**TO:** Honorable Mayor and City Council Members

**CC:** Bill Waller, City Administrator

**FROM:** Skip Wieser, City Attorney

**DATE:** December 9, 2022

**RE:** Official Newspaper

---

In anticipation of the Council's annual meeting in January 2023, I wish to briefly discuss with you the annual newspaper appointment.

On August 1, 2022 a new law was passed attempting to modernize requirements for newspapers. Changes involve electronic updates and qualifications for newspaper criteria.

The electronic updates changed the definition to the term "publish" to include both print edition and e-edition a qualified newspaper.

The new statute also removes the minimum circulation requirements and instead requires that the newspaper "be of general circulation in the area to which a public notice is directed or where there is a reasonably likelihood that the person to whom it is directed will be become aware of the notice." Minn. Stat. § 331A.02 subd. 1(d).

Further, the definition of "general circulation" has been changed to mean that a newspaper distributes more than a nominal percentage of its total print circulation in a particular geographic area.

The above will be reviewed at the City Council meeting along with information that is anticipated to be received regarding current circulation requirements from two (2) local providers.

#3.11



## WIESER LAW OFFICE, P.C.

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

KELLY M. IVERSON  
AL "SKIP" WIESER, III

AL WIESER, JR.  
*Emeritus*

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

**TO:** Honorable Mayor and City Council Members

**CC:** Bill Walter, City Administrator

**FROM:** Skip Wieser, City Attorney

**DATE:** December 6, 2022 City Atty

**RE:** Estate of Bernard J. Eden

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Attached find a Quit Claim Deed from the Personal Representative of the Estate of Bernard J. Eden to the City of La Crescent. The Eden Estate owns property north of Pine Creek Road adjacent to the City owned golf course. The Eden property is in the process of being sold and a survey was completed showing that the deed to the Eden Farm contained a small portion of land on the southerly side of North Pine Creek Road. The Personal Representative to the Eden Estate is willing to deed this to the City to clean up any title/boundary issues. The area in question is on the north side of the first green where the existing golf cart path is. A map showing the area in question is attached. Wieser Law Office, P.C. is also handling the Eden probate.

Top 3 inches reserved for recording data)

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**QUIT CLAIM DEED**

Individual(s) to Individual(s)

DEED TAX DUE: \$1.65

DATE: December 6, 2022

FOR VALUABLE CONSIDERATION, Gregory P. Wegner, as Personal Representative of the Estate of Bernard J. Eden, Decedent, single at the time of death, ("Grantor"), hereby conveys and quitclaims to the City of La Crescent, a Minnesota municipal corporation, ("Grantee"), real property in Houston County, Minnesota, legally described as follows:

That part of the Fractional Southwest Quarter of the Northwest Quarter of Section 6, Township 104 North, Range 4 West and that part of the Southeast Quarter of the Northeast Quarter of Section 1, Township 104 North, Range 5 West, Houston County, Minnesota, described as follows:

Beginning at the southeast corner of said Southeast Quarter of the Northeast Quarter;  
thence South 89°39'38" West, grid bearing, Minnesota County Coordinate System, Houston County Zone, North American Datum of 1983 (1996 adjustment), along the south line of said Southeast Quarter of the Northeast Quarter 113.50 feet;  
thence North 39°38'48" East 49.22 feet to the southerly right-of-way of North Pine Creek Road;  
thence Southeasterly along said southerly right-of-way 111.92 feet on the arc of a 583.00 foot radius curve, not tangential to the last described course, concave Northeast, the chord of which measures South 70°23'32" East 111.75 feet to the south line of said Fractional Southwest Quarter of the Northwest Quarter;  
thence North 89°20'04" West along said south line 23.18 feet to the point of beginning.

Subject to any easements or restrictions of record.

Check here if all or part of the described real property is Registered (Torrens) ☐

together with all hereditaments and appurtenances belonging thereto.

Total consideration is \$3,000.00 or less.

Grantor

\_\_\_\_\_  
Gregory P. Wegner

State of Minnesota, County of Houston

This instrument was acknowledged before me on this \_\_\_\_\_ day of December, 2022, by Gregory P. Wegner, as Personal Representative of the Estate of Bernard J. Eden, Decedent.

(Stamp)

\_\_\_\_\_  
*(signature of notarial officer)*

Title (and Rank): \_\_\_\_\_

My commission expires: \_\_\_\_\_

*(month/day/year)*

THIS INSTRUMENT WAS DRAFTED BY:

Attorney Al Wieser, III  
WIESER LAW OFFICE  
33 S. Walnut Street, Suite 200  
La Crescent, MN 55947

TAX STATEMENTS FOR THE REAL PROPERTY DESCRIBED IN THIS INSTRUMENT SHOULD BE SENT TO:

City of La Crescent  
315 Main Street  
La Crescent, MN 55947



# CERTIFICATE OF SURVEY

PART OF THE FRACTIONAL SW 1/4 OF THE NW 1/4 OF SECTION 6, TOWNSHIP 104 NORTH,  
RANGE 4 WEST AND PART OF THE SE 1/4 OF THE NE 1/4 OF SECTION 1, TOWNSHIP 104 NORTH,  
RANGE 5 WEST, LA CRESCENT TOWNSHIP, HOUSTON COUNTY, MINNESOTA.

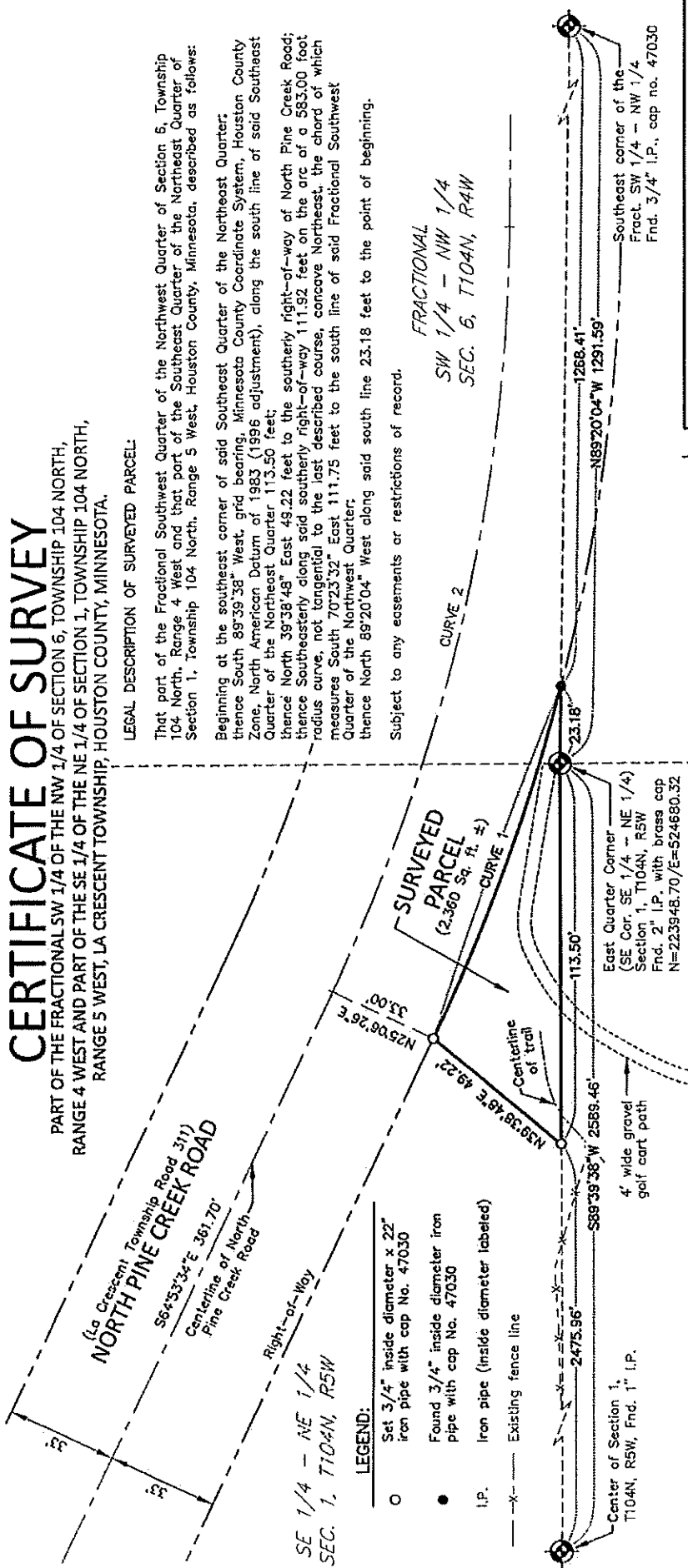
## LEGAL DESCRIPTION OF SURVEYED PARCEL:

That part of the Fractional Southwest Quarter of the Northwest Quarter of Section 6, Township 104 North, Range 4 West and that part of the Southeast Quarter of the Northeast Quarter of Section 1, Township 104 North, Range 5 West, Houston County, Minnesota, described as follows:

Beginning at the southeast corner of said Southeast Quarter of the Northeast Quarter; thence South 89°39'38" West, grid bearing, Minnesota County Coordinate System, Houston County Zone, North American Datum of 1983 (1996 adjustment), along the south line of said Southeast Quarter of the Northeast Quarter 113.50 feet; thence North 39°38'48" East 49.22 feet to the southerly right-of-way of North Pine Creek Road; thence Southeast along said southerly right-of-way 111.92 feet on the arc of a 583.00 foot radius curve, not tangential to the last described course, concave Northeast, the chord of which measures South 70°23'32" East 111.75 feet to the south line of said Fractional Southwest Quarter of the Northeast Quarter; thence North 89°20'04" West along said south line 23.18 feet to the point of beginning.

Subject to any easements or restrictions of record.

FRACTIONAL  
SW 1/4 - NW 1/4  
SEC. 6, T104N, R4W



Reference Certificate of Survey by  
Tri-State Surveying, LLC for  
Bernard Eden  
Project No. 22001-001.110  
dated and signed March 30, 2022

## CURVE TABLE

CURVE	RADIUS	DELTA	LENGTH	CHORD	CH. BEARING
C1	583.00'	10°39'56"	111.92'	111.75'	S70°23'32"E
C2	550.00'	24°32'52"	235.64'	233.84'	S77°10'00"E

## BASIS OF BEARINGS:

Bearings are based on the Minnesota County Coordinate System, Houston County Zone, NAD 83 (1996 Adj.) (U.S. Survey foot)

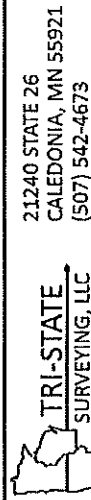
I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly licensed land surveyor under the laws of the State of Minnesota.

Andy M. Lutchens License No. 47030

Date: December 5, 2022



SCALE 1" = 30'



21240 STATE 26  
CALEDONIA, MN 55921  
(507) 542-4673

SURVEY PREPARED FOR:  
WIESER LAW OFFICE  
33 S. WALNUT STREET, SUITE 200  
LA CRESCENT, MN 55947

DATE:	FIELD BOOK NO.	PROJECT NO.	SHEET
12/05/2022	20	22001-001.111	1 OF 1

#3.12



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *BW*  
DATE: December 8, 2022  
RE: Committee Appointment

We are suggesting that the City Council appoint Marge Loch-Wouters to serve on the City's Natural Resource Advisory Group.

#3.13



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *BW*  
DATE: December 5, 2022  
RE: Personnel Committee Recommendations

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

1. A tentative agreement has been reached with the Operating Engineers Union (Golf Course Employees) on a three-year contract that covers the years 2023 – 2025. The agreement includes an increase in the shoe allowance from \$125 per year to \$200 per year; an increase in the cost-of-living allowance from \$325 per month to \$400 per month; and a wage increase of 4% in 2023, 4% in 2024, and 4% in 2025.
2. That effective January 1, 2023, the Police Chief's hourly rate of pay be increased from an additional \$1.50 per hour to \$3.00 per hour for acquiring and maintaining a first responder/cpr certificate and defibrillator and Narcan certification. This is the same benefit that is extended to each member of the Police Department.

#3.14

**RESOLUTION NO. 12-22-46**

**RESOLUTION ACCEPTING DONATIONS MADE TO THE  
CITY OF LA CRESCENT IN NOVEMBER, 2022**

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 November, 2022:

1. Mary Liebsch wishes to donate \$100.00 to the La Crescent Fire Department.

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

ADOPTED this 12th day of December, 2022.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

**RESOLUTION NO. 12-22-47**

**RESOLUTION ACCEPTING DONATIONS MADE TO THE  
CITY OF LA CRESCENT IN DECEMBER 2022**

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 La Crescent in the month of December, 2022 to the Wieser Memorial Park Improvement Project to be used for the specific purpose of improvements to the park shelter and bathroom facilities:

1. Chandler Lamke wishes to donate \$2500.00
2. Amy Wieser wishes to donate \$500.00
3. Caitlin and Nathan Delarwelle wish to donate \$500.00
4. An Anonymous donor wishes to donate \$15,000.00
5. McCormick Funeral Home wishes to donate \$25,000.00
6. Ed and Ruth Wieser wish to donate \$1,500.00
7. Steven Wieser wishes to donate \$500.00
8. Paul and Jackie McCormick wish to donate \$500.00
9. Kimberly and Matthew Stryker wish to donate \$100.00
10. Duane and Kathleen Undeland wish to donate \$3,000.00
11. Mark and Elizabeth Dokken wish to donate \$5,000.00
12. Michelle Maurer wishes to donate \$500.00
13. Matthew and Tonia Locher wish to donate \$300.00
14. Eugen and Rosemary Feuerhelm wish to donate \$1,000.00
15. Joshua and Kathleen Bailey wish to donate \$200.00
16. Home Federal Savings Bank Donor Advised Fund wishes to donate \$5,000.00

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 12th day of December, 2022.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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



Rochester Area  
Foundation

STEWARDSHIP | INTEGRITY | INCLUSION | COLLABORATION | INNOVATION

**Date:** November 30, 2022

**To:** City of La Crescent  
P.O. Box 142  
La Crescent, MN 55947

**From:** Rochester Area Foundation

**Re:** Grant Award

I am pleased to inform you that **a restricted grant of \$5,000.00** designated for the **"Pavilion at Weiser Park"** has been approved for your organization.

This grant was recommended from the **Home Federal Savings Bank Donor Advised Fund** of the Rochester Area Foundation.

By cashing this check, City of La Crescent certifies Rochester Area Foundation's check has been received and there has been no change in exempt status or classification and no notice of any adverse action by the Internal Revenue Service with respect to exempt status or classification under the Internal Revenue Laws. Cashing this check also certifies no goods, services, or other personal benefit will be provided to the donor, advisor, or members of the fund holder's family in exchange for this grant.

**PLEASE NOTE: The fund holders have already received the tax benefit for their original gift to the Foundation; per IRS regulations governing Donor Advised Funds, the fund holders should not receive an additional tax-deductible receipt from your organization in response to this grant award. If you wish to send a note of thanks to Home Federal Savings Bank for the grant recommendation, please mail it to the Foundation at the address below and we will mail it for you.**

**Rochester Area Foundation  
Attn: Home Federal Savings Bank Donor Advised Fund  
12 Elton Hills Drive NW  
Rochester, MN 55901**

If you have any questions regarding the grant award, please call Rochester Area Foundation at 507-282-0203.

Thank you.

*Better Communities for ALL Since 1944*

12 Elton Hills Drive NW | Rochester, MN 55901 | 507.282.0203 | [www.rochesterarea.org](http://www.rochesterarea.org)

# 3.15



TO: Honorable Mayor and City Council Members  
FROM: Chris Fortsch, Administrative Assistant *Chris*  
DATE: December 9, 2022  
RE: 2023 License Renewal Applications

The City has received the attached list of license renewal applications since the last council meeting.

The applications appear to be in order, and I would suggest that the City Council approve the license renewal applications.



2023 LICENSES RENEWALS	\$45.00	\$100.00	\$280.00	\$300.00	\$150.00	\$1,150.00	\$200.00	\$45.00	\$500.00	\$150.00	\$50.00	REC'D/ DATE
	CIGS	OFF-SALE 3.2	ON-SALE 3.2	ON-SALE WINE	LIQUOR OFF SALE	LIQUOR ON SALE	LIQUOR SUNDAY	GAS INSTALLERS	SOLID WASTE	MASSAGE BUSINESS	MASSAGE TECHNICIAN	PAID
<b>BUSINESS</b>												
Apple Village Liquor					X							12/1/2022
Cary Heating								X				11/28/2022
Harter's Quick Clean-Up									X			11/29/2022
Hengel Brothers Inc								X				12/5/2022
Hiltopper Refuse & Recycling Service Inc									X			12/5/2022
La Crescent Massage										X	X	12/2/2022
La Crescent Wine & Spirits					X							12/1/2022
Paul's Heating & Air Conditioning Inc								X				11/28/2022
Prime Source Plumbing & Heating Corp								X				11/28/2022
Pump 4 Less/Southside Corner	X				X							12/6/2022
Swing Bridge Pub					X	X	X					12/1/2022
The Spirited Medium LLC										X	X	12/5/2022