

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
DECEMBER 13, 2021

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of December was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, December 13, 2021.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchison, Cheryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, and City Administrative Assistant Angie Boettcher.

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

ITEM 1 – CONSENT AGENDA

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

- 1.1 MINUTES – NOVEMBER 22, 2021
- 1.2 BILLS PAYABLE THROUGH DECEMBER 9, 2021

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member O'Donnell-Ebner made a motion, seconded by Member Hutchison, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

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

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

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

ITEM 2.0 – PUBLIC HEARING – STREET VACATION

At 5:30 pm the City Council held a public hearing to review and consider a Petition to vacate a part of South 1st Street. City Administrator Waller circulated a sign-up sheet and gave an overview of the process. City Attorney Wieser reviewed with City Council the Petition, a proposed resolution and a survey depicting the area of South 1st Street currently being occupied by the hardware store. Following review, Mayor

Poellinger opened the meeting for public comment. There were no public comments. Mayor Poellinger closed the public hearing. Following discussion, Member Jostad introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 12-21-39

A RESOLUTION VACATING A PORTION OF SOUTH 1ST STREET UPON PETITION OF A MAJORITY OF ADJACENT LANDOWNERS.

WHEREAS, a petition signed by the majority of property owners adjacent to a portion of South 1st Street in the city of La Crescent was received by the City Administrator; and

WHEREAS, the petition requested that the City Council pursuant to Minnesota Statute § 412.851 vacate a portion of South 1st Street legally described as:

See Exhibit A.

WHEREAS, the City Administrator reviewed and examined the signatures on said petition and determined that such signatures constituted a majority of the landowners adjacent to the portion of South 1st Street to be vacated; and

WHEREAS, a public hearing to consider the vacation of such street was held on the 13th day of December, 2021, before the City Council in the City Hall located at 315 Main Street, La Crescent, Minnesota at 5:30 p.m. after due published and posted notice had been given, as well as personal mailed notice to all affected property owners by the City Administrator on the 18th day of November, 2021 and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LA CRESCENT, MINNESOTA AS FOLLOWS:

That such petition for vacation is hereby granted and the portion of the street described as follows is hereby vacated:

See Exhibit A.

BE IT FURTHER RESOLVED, that the Mayor and City Administrator are hereby authorized to sign all documents necessary to effectuate the intent of this resolution and file notice of the vacation as required by law.

Passed by the City Council of La Crescent, Minnesota this 13th day of December, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member O'Donnell-Ebner and upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

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

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

ITEM 3.1 – POLLING PLACE RESOLUTION

City Administrative Assistant Boettcher reviewed with City Council the Polling Place Resolution for 2022 that designates the local polling places for elections. Following discussion, Member Hutchinson introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 12-21-41

RESOLUTION DESIGNATING ANNUAL POLLING PLACE

WHEREAS, it is important that citizens exercise their right to vote at their local polling place;

WHEREAS, Minn. Stat. § 204B.16 requires the City Council to designate its local polling places for elections annually;

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of La Crescent, Houston County, Minnesota, does hereby designate the following as its polling places for 2022:

Precinct 1: La Crescent Community Building, 336 S. 1st Street, La Crescent, Houston County, Minnesota.

Precinct 2: La Crescent Ice Arena, 520 S. 14th Street, La Crescent, Houston County, Minnesota.

Precinct 3: La Crescent Ice Arena, 520 S. 14th Street, La Crescent, Houston County, Minnesota.

Precinct 4: Mailed Ballot for Winona County, Minnesota, to City of La Crescent, 315 Main Street, La Crescent, MN 55947.

BE IT FINALLY RESOLVED, that the City notify residents of this designation by following the requirements of Minn. Stat. § 205.16.

ADOPTED this 13th day of December, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member O'Donnell-Ebner and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

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

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

ITEM 3.2 – ANNEXATION UPDATE

City Attorney Wieser reviewed with City Council an Order Approving Annexation from the State of Minnesota – Office of Administrative Hearings. This order finalizes the annexation that was approved by the City Council and La Crescent Town Board on October 11, 2021 and annexes property that was in the Town of La Crescent to the City of La Crescent in the Crescent Valley Subdivision and Janell Avenue area. This item was informational, and no action was taken.

ITEM 3.3 – 2022 FEE SCHEDULE UPDATE

City Administrative Assistant Boettcher reviewed with City Council the proposed changes to the Fee Schedule for 2022 which has been reviewed by City Staff. The review and adoption of fees is done on a yearly basis to ensure the costs to the City are sufficiently covered while at the same time being fair, reasonable and proportionate to the actual cost of the service for which the fee is imposed. It was recommended to City Council to adopt an Ordinance detailing the proposed changes to the Fee Schedule

for 2022. Following discussion, Member Hutchinson introduced the following Ordinance and moved its passage and adoption:

ORDINANCE NO. 554
AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF LA CRESCENT AS SET FORTH IN ORDINANCES NO. 404, NO. 483, NO. 492, NO. 500, NO. 540, NO. 542, NO. 544, NO. 545, NO. 548 AND NO. 552

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

1. The La Crescent City Code established on March 8, 2004, stated that certain fees may be set from time to time by the City Council.
2. The La Crescent City Code was amended on January 13, 2014, February 9, 2015, February 8, 2016, February 24, 2020, April 13, 2020, April 27, 2020, May 18, 2020, December 14, 2020, and April 20, 2021 by Ordinance to amend certain fees.
3. The Fee Schedule has been reviewed by City Staff and amended each year from 2016 to 2019 by Motions passed by City Council. These amendments passed by City Council shall remain in effect.
4. The City staff has reviewed the fees which the City currently charges and is recommending that the fee schedule be amended in 2022 as follows:

BUILDING INSPECTIONS AND PERMITTING	2022
<u>Demolition permits</u> - Main structure on the property OR all structures on a property (if a building permit for a new structure is obtained at the same time, this fee is waived)	\$100.00 plus \$1.00 state surcharge
Garage, shed or outbuilding on a property (if a building permit for a new structure is obtained at the same time this fee is waived)	\$35.00 plus \$1.00 state surcharge

<u>Foundation only permit</u> This permit fee would be in addition to any regular building permit fee. This fee is only for the excavation, footing and foundation for a new structure. <i>This fee is an optional fee to be paid if the builder is unwilling to wait the requested 7-10 working days for the plan review process of a completed building permit application. This fee would be waived if the plan review takes longer than 10 working days</i>	\$100.00 plus \$1.00 state surcharge
Mobile Home - all new that are moved into town	\$50.00 plus \$1.00 state surcharge
<u>Roofing permits</u> Main structure and/or attached/detached garage Garage or accessory bldg. only	\$50.00 plus \$1.00 state surcharge \$25.00 plus \$1.00 state surcharge
<u>Siding/Windows/Doors/Radon Control System/Retaining Walls/Drain tile</u>	\$30.00 plus \$1.00 state surcharge To \$50.00 plus \$1.00 State surcharge
<u>Solar Array Panels (moved from Zoning page)</u>	\$35.00 plus \$1.00 State Surcharge

POLICE		2022
Ordinance Violation Fine Schedule		
Petty Misdemeanor-		\$ 40.00 +
Misdemeanor		\$ 75.00 +
Ordinance Parking Violation		\$ 20.00 +
Petty Misdemeanors and Misdemeanors: Fine Amount + <u>\$75.00 surcharge</u> - <i>The Surcharge Fee is Determined By The Court System.</i>		
Ordinance Parking Violations: Fine Amount + \$3.00 surcharge + \$10.00 Law Library Fee - <i>The Surcharge And Law Library Fee Are Determined By The Court System.</i>		
Fee Schedules - Animals		
License - yearly 1/1 - 12/31		\$15.00
Spayed/Neutered		\$10.00
Replacement Tag		\$1.00
Late Fee after January 15 th in addition to regular license fee		\$15.00
Multi Pet Permit - Yearly Fee (Plus individual license fees as stated above)		\$25.00
Animal Impoundment		\$50.00
Boarding (food/shelter) - Per day plus tax		\$10.00
ADMINISTRATIVE FINE FEE SCHEDULE		

General Parking Violation	\$20.00
Handicapped Parking	\$25.00
Miscellaneous	
Accident Reports - State Form	\$2.00
Copy of Incident Reports - per page/100 pages or less \$.25/page. 100 or more assessed to actual cost of materials and staff time.	Refer to description at left
Print-out of driving record/registration check - per request	\$5.00
Police Reserves - School District #300 events - per hour/per person	\$12.00
Fingerprinting	\$35.00 to \$55.00
Vehicle Towing Fee	\$175.00 to \$225.00
Vehicle Impoundment Fee - per day	\$15.00
Yearly Permit to Acquire Firearms/Permit to Carry - per year	No Charge
NSF/Account Closed Checks - service fee	\$30.00
DVD Only	\$10.00
Transcription Fee	\$42.00
BWC - \$19.00 per video/\$1.00 per minute + actual cost of staff time	

PUBLIC WORKS	2022
<u>Equipment use:</u>	
Sweeper per hour	\$75.00 to \$100.00
Dump Truck per hour	\$75.00 to \$100.00
add 'Mower/Skid Steer/Loader per hour	\$100.00
Labor per hour/per person - This fee is in addition to the Equipment use fees listed above.	\$47.00 to \$50.00

ZONING	2022
Abatement - per incident	\$ 40.00 administrative fee plus abatement charges
Conditional use permit - per each individual request	\$ 200.00
District zoning changes - per each individual request	\$ 200.00
<u>Erosion control:</u>	
Reinspection fee	\$35.00
<u>Surety deposit</u> (to be returned upon completion of erosion control and building permit final inspection minus any violations):	

New residential/commercial construction	\$500.00
Additions/garages	\$100.00
Land alterations	\$250.00
Building demolition	\$250.00
<i>NOTE: DECKS AND ADDITIONS BUILT ON POSTS FOR THE FOUNDATION ARE EXCLUDED FROM SURETY DEPOSIT</i>	
Excavation permits	\$ 30.00 plus \$1.00 per sq/lin. foot
Fence permit - Non-Profits exempt from fee	\$15.00 to \$25.00
Grading permit	1/4 acre or less - \$50.00 1/4 acre to 1 acre - \$250.00 over 1 acre - \$500.00 IF REVIEWED BY CITY ENGINEER - APPLICANT WILL PAY FOR THE FULL COST OF ALL ENGINEERING SERVICES INSTEAD OF ABOVE RATE
Home Occupation - Per Each Individual Request	\$150.00
Interim Conditional Use Permit - Each Individual Request	\$150.00
Solar Array Panels Move to building inspections	\$35.00
Platting	
Preliminary plat	\$ 250.00
**Developer is to pay all other related expenses for the platting process.	plus \$50.00 per lot
***All fees pending must be paid in full before proceeding with the final plat.	
Final plat	\$ 150.00
Sign permit - per sign add 'Non-Profits exempt from fee'	\$ 35.00
Variance fee - per each individual request	\$ 150.00
Well permit	\$ 10.00

These fees shall become effective from and after due passage and enactment and publication according to law.

ADOPTED this 13th day of December, 2021.

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, all Members present voted in favor thereof, viz;

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

and none voted against the same. The ordinance was declared duly passed and adopted.

City Attorney Wieser then reviewed with Council the Summary Ordinance for publication. The Council made the following findings of facts: that 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 Hutchinson as follows:

MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 554 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, all Members present voted in favor thereof, viz;

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

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

ITEM 3.4 – INCREASE COUNTY SOLID WASTE FEE

City Council reviewed a Memo from City Accountant, Kara Tarrence, which included a correspondence from Houston County informing the City of a rate increase to the household solid waste fee. This is a pass-thru fee that the City collects on the water bills and remits to Houston County for the Recycling Center. It was recommended to City Council to approve this fee increase of \$4.00 per household per month effective January 1, 2022. Following discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE A FEE INCREASE OF \$4.00 PER HOUSEHOLD PER MONTH EFFECTIVE JANUARY 1, 2022 AS A PASS-THRU FEE THAT THE CITY COLLECTS ON THE WATER BILLS AND REMITS TO HOUSTON COUNTY FOR THE RECYCLING CENTER.

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O’Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.5 – 2022 LICENSE RENEWALS

City Council reviewed a list of proposed license renewals for 2022. The applications appear to be in order, and it was recommended to City Council to approve the license renewal applications. Following discussion, Member Hutchinson made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THE PRESENTED LIST OF LICENSE RENEWALS FOR 2022 FOR THE FOLLOWING:

LIQUOR OFF-SALE – MINEGAR’S SPORTS HUB, SWING BRIDGE PUB

LIQUOR ON-SALE - MINEGAR’S SPORTS HUB, SWING BRIDGE PUB

LIQUOR SUNDAY - MINEGAR’S SPORTS HUB, SWING BRIDGE PUB

GAS INSTALLERS – BAGNIEFSKI HEATING & AIR CONDITIONING; BOSTRACK HEATING & COOLING; CARY HEATING & AIR CONDITIONING; LA CROSSE FIREPLACE CO.; MYLES ESCH BUILDERS LLC; NEWMAN HEATING & COOLING LLC

SOLID WASTE – HARTER’S TRASH & RECYCLING INC.

MASSAGE-BUSINESS – HEAVEN’S HANDS INC; LA CRESCENT MASSAGE; THE SPIRITED MEDIUM LLC

MASSAGE-TECHNICIAN – HEAVEN’S HANDS INC; LA CRESCENT MASSAGE; THE SPIRITED MEDIUM LLC

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O’Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.6 - PERSONNEL COMMITTEE RECOMMENDATION

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

1. That the City Council accept Heidi Lapham's resignation as a Deputy Registrar in the License Bureau. City Council reviewed a copy of Ms. Lapham's resignation letter.
2. Currently Kim Voshart works half-time as a Deputy Registrar in the License Bureau. That effective December 9, 2021, City Council would convert Ms. Voshart to full-time status.
3. That the City Council appoint Patricia Martell to fill the vacancy on the Park & Recreation Commission that was created by Randy Dobb's resignation. In the future when there is more than one application received for a given vacancy on a Board or Commission, the Personnel Committee will be making a recommendation to the City Council to fill the vacancy.
4. That the City Council approve a memorandum of understanding with the LELS Union regarding the appointment of Luke Ahlschlager as Interim Police Chief and that his rate of pay be increased by \$3 per hour for the duration of the time that he serves in that capacity. City Attorney Wieser reviewed with City Council the memorandum of understanding.
5. The deadline to apply for the position of Bookkeeper has closed, and the City received only one application for the position. Based on this, it was recommended to City Council to extend the application deadline to 12:00 noon, on December 21, 2021. The City intends to expand on the ways that the position is advertised.

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

MOTION TO ACCEPT THE RESIGNATION OF HEIDI LAPHAM AS A DEPUTY REGISTRAR IN THE LICENSE BUREAU.

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

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

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

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

MOTION TO CONVERT KIM VOSHART FROM PART-TIME STATUS TO FULL-TIME STATUS AS DEPUTY REGISTRAR IN THE LICENSE BUREAU EFFECTIVE DECEMBER 9, 2021.

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

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

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

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

MOTION TO APPOINT PATRICIA MARTELL TO FILL THE VACANCY ON THE PARK & RECREATION COMMISSION THAT WAS CREATED BY RANDY DOBB'S RESIGNATION.

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

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

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

It was the consensus of City Council that in the future when there is more than one application received for a given vacancy on a Board or Commission, the Personnel Committee will be making a recommendation to the City Council to fill the vacancy.

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

MOTION TO APPROVE THE MEMORANDUM OF UNDERSTANDING WITH LELS UNION REGARDING THE APPOINTMENT OF LUKE AHLISCHLAGER AS INTERIM POLICE CHIEF AND THAT HIS RATE OF PAY BE INCREASED BY \$3.00 PER HOUR FOR THE DURATION OF THE TIME THAT HE SERVES IN THAT CAPACITY.

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

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

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

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

MOTION TO EXTEND THE APPLICATION DEADLINE FOR THE POSITION OF BOOKKEEPER TO 12:00 NOON, ON DECEMBER 21, 2021.

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

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

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

ITEM 3.7 – WAGON WHEEL PROJECT SHORT-TERM FINANCING

City Administrator Waller reviewed with City Council that there have been on-going discussions with the City Council regarding the third phase of the Wagon Wheel improvement project, the construction of the bicycle/pedestrian bridge, and the possibility of needing short-term financing to cover costs associated with the bridge project. At the November 22, 2021 City Council meeting, the City Council called for a public hearing at the December 20, 2021 City Council meeting to consider activating the City's short-term borrowing authority. At this time, it was recommended to City Council to cancel the public hearing that was called for on December 20, 2021. The City is trying to avoid the \$7,500.00 - \$10,000.00 cost that would be incurred by going through the bonding process, along with any interest costs that would be incurred along the way. City Council reviewed the reimbursement requests that have been submitted to and received from the Minnesota Department of Natural Resources and the Minnesota Department of

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

MOTION TO CANCEL THE PUBLIC HEARING ORIGINALLY CALLED FOR ON DECEMBER 20, 2021 REGARDING ACTIVATING THE CITY'S SHORT-TERM BORROWING AUTHORITY.

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

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

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

ITEM 3.8 – DONATION RESOLUTION

City Council reviewed a Resolution regarding the acceptance of donations to the City for the months of November and December, 2021. Following review and discussion, Member Jostad introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 12-21-42

RESOLUTION ACCEPTING DONATIONS MADE TO THE CITY OF LA CRESCENT IN NOVEMBER AND DECEMBER, 2021

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 months of November and December, 2021:

1. Crucifixion Cemetery Association wishes to donate \$100.00 to the La Crescent Fire Department for departmental purposes.
2. That an anonymous donor would like to donate \$20,000.00 to Wieser Memorial Park to be used for the specific purpose of improvements to the park shelter and bathroom facilities.

WHEREAS, La Crescent agrees to accept the donation 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 the La Crescent Fire Department and for Wieser Memorial Park subject to the conditions identified above.

ADOPTED this 13th day of December, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

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

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

and none voted against the same. The ordinance was declared duly passed and adopted.

ITEM 3.9 – PLANNING COMMISSION MINUTES – DECEMBER 7, 2021

City Council reviewed a Memo from Jason Ludwigson, Sustainability Coordinator, with the Minutes from the December 7, 2021 Planning Commission Meeting. This item was informational, and no action was taken.

ITEM 3.10 – NO PARKING REQUEST – SOUTH 9TH STREET

City Council reviewed a Memo from La Crescent Police Chief Doug Stavenau regarding a request from a resident to place No Parking signs on the north side of the 500 block of South 9th Street. It was recommended that the City Attorney draft an Ordinance regarding this issue at the January 10, 2022 City Council meeting. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE CITY ATTORNEY TO DRAFT AN ORDINANCE REGARDING NO PARKING ON SOUTH 9TH STREET TO PRESENT TO CITY COUNCIL AT THE JANUARY 10, 2022 CITY COUNCIL MEETING.

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

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

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

ITEM 3.11 – LIFT STATION SERVICE AGREEMENT

City Council reviewed an agreement with QualityFlow Systems for yearly inspections on the City's 5 lift stations and 4 air release valves. This is a new agreement, and the cost would be \$2,550.00 per year. It was recommended to City Council to approve the three-year agreement with QualityFlow Systems. Following discussion, Member Hutchinson made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE A THREE-YEAR AGREEMENT WITH QUALITYFLOW SYSTEMS FOR YEARLY INSPECTIONS ON THE CITY OF LA CRESCENT'S 5 LIFT STATIONS AND 4 AIR RELEASE VALVES AT A COST OF \$2,550.00 PER YEAR.

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

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

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

ITEM 3.12 – DECERTIFY TAX INCREMENT FINANCING DISTRICT

City Council reviewed a Memo from City Finance Director, Debbie Shimshak, regarding the Schumacher Kish TIF District 6-1 obligations. The obligations have all been met and early decertification is required. This economic development district was created October 24, 2011 with a required decertification by December 31, 2022. The excess funds of \$21,934.41 will be sent to Houston County for redistribution to all taxing authorities, with a portion coming back to the City of La Crescent. City Council reviewed the Resolution to decertify TIF District No. 6-1 and it was recommended that City Council adopt the Resolution. Following discussion, Member Hutchinson introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 12-21-43

**RESOLUTION DECERTIFYING
TAX INCREMENT FINANCING DISTRICT NO. 6-1**

WHEREAS, on October 24, 2011, the City of La Crescent (the “City”) established Tax Increment Financing Redevelopment District No. 6-1 (the “District”);

WHEREAS, the maximum duration limit for the District is eight (8) years from the date of receipt by the authority of the first increment;

WHEREAS, the City has satisfied all outstanding obligations payable from tax increments from the District;

WHEREAS, the month and year of the first receipt of tax increment for the District is July 2014;

WHEREAS, the City desires by this resolution to decertify the District effective December 31, 2021, by which all taxing jurisdictions will benefit from an increased tax base effective for taxes payable in 2022; and

WHEREAS, the City Council acknowledges such action will be taken by Houston County to decertify the District as a tax increment district and to no longer remit tax increment from the District to the City after December 31, 2021.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of La Crescent that:

1. The City Administrator is authorized and directed to provide Houston County with documents related to decertification of the District, to submit the Confirmation of Decertified TIF District form to the Office of the State Auditor, and to take any other steps required for decertification by December 31, 2021.
2. The City Administrator is authorized and directed to determine the amount of excess tax increment, if any, in the account for the District and to return all excess tax increment to Houston County for redistribution to other taxing jurisdictions.

ADOPTED this 13th day of December, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

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

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

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

ITEM 6.1 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – EXPLORE LA CROSSE

City Council reviewed the Agenda from the November 16, 2021 La Crosse County Convention & Visitors Bureau Virtual Board Meeting, which included the Minutes from the October 19, 2021 Board Meeting. No action taken.

ITEM 6.2 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – PARK AND RECREATION MINUTES – NOVEMBER 15, 2021

City Council reviewed the Minutes from the November 15, 2021 La Crescent Park and Recreation Commission meeting. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

Sarah Danielson and Travis Minegar from the La Crescent Chamber of Commerce updated City Council on Chamber activities including a Co-Working Grant, Christmas in La Crescent and a Christmas Mixer at the Best Western Hotel.

Houston County Commissioner, Dewey Severson, gave an update to City Council on the Houston County Board.

At 5:53 p.m., Mayor Poellinger recessed the meeting until 6:00 p.m. for the Public Meeting for the 2022 General Fund Budget and Levy.

ITEM 2 – PUBLIC MEETING – 2022 GENERAL FUND BUDGET AND LEVY

It being 6:00 p.m., Mayor Poellinger opened the public meeting on the 2022 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 2022. The items City Council reviewed for consideration were the proposed resolution setting the 2022 levy, the memo presented in the fall of

2021 that summarizes the 2022 general fund budget, a general overview of workloads as it relates to new positions included in the 2022 budget, and a copy of the revised 2022 general fund budget that has been updated based upon a pending retirement, revised staffing, additional engineering, and a reduction in the budget for the update to the City's Comprehensive Park & Recreation Plan. The changes to the final 2022 general fund budget were all highlighted in green for Council's review. The final budget has expenditures exceeding revenues by \$4,670. The City will receive additional revenue in 2022 that will compensate for this short-fall. There were no questions from City Council. The Mayor then asked if anyone present in the audience wished to make comments or had questions. The City was asked what the total amount of the budget will be in 2022. The answer was provided. There were no additional comments or questions. The public meeting was then closed.

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

MOTION TO ADOPT THE 2022 GENERAL FUND BUDGET AS PROPOSED.

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

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

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

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

RESOLUTION 12-21-40

**RESOLUTION MAKING FINAL GENERAL LEVIES FOR
COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE
CALENDAR YEAR 2022**

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 2022 as part of the general taxes due and payable in the year 2022 a direct ad valorem tax in the amount of \$2,060,738.00 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 \$175,990.00 to be collected in the year 2022, 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 2022, in conjunction with the various bonds issued and sinking funds described below:

FUND #	YEAR	DESCRIPTION	TO BE LEVIED FOR COLLECTION IN CALENDAR YEAR 2022
322	2015A	G.O. Refunding Bonds – Apple Blossom Acres	\$5,000.00
324	2011A	G.O. Improvement Bonds – Crescent Valley	\$120,000.00
325	2016A	G.O. Refunding Rec. Fac. Bonds – Aquatic Center	\$198,700.00
326	2013A	G.O. Equipment Certificates	\$40,000.00
327	2016A	G.O. Improvement Bonds – Oak St. Recon.	\$112,400.00
328	2017A	G.O. Equipment Certificates	\$120,250.00
329	2018A	G.O. Improvement Bonds – Streets/Veterans Park	\$146,700.00
330	2019A	G.O. Equipment Certificates – Fire Truck	\$49,700.00
331	2019B	G.O. Improvement Bonds – Street Recon.	\$32,300.00
332	2020A	G.O. Improvement Bonds – HTM	\$188,000.00
333	2020A	G.O. Bonds – Tax Abatement - Ice Arena	\$23,860.00
601	2015A	G.O. Utility Revenue & Crossover Ref. Bond	\$46,500.00
601	2016A	G.O. Utility Revenue & Crossover Ref. Bond	\$23,500.00
		TOTAL DEBT SERVICE LEVY	\$1,106,910.00

4. Total levy for the City of La Crescent for collection in 2022 is \$3,343,638.00.

ADOPTED this 13th day of December, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

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

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

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

The Public Meeting ended, and City Council resumed the agenda.

There being no further business to come before the Council at this time, Member Hutchinson 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;

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

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:04 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator