

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
DECEMBER 14, 2020

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 14, 2020.

Pursuant to Minn. Stat. § 13D.021 and due to the COVID-19 pandemic, members of the City Council and City Staff were given the option to attend the meeting by telephone or Zoom. Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson (via Zoom), 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 23, 2020
- 1.2 MINUTES – NOVEMBER 30, 2020
- 1.3 BILLS PAYABLE THROUGH DECEMBER 10, 2020

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

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

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

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

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

**ITEM 3.1 – PRESENTATION OF EXPLORE LA CROSSE RECOGNITION**

A.J. Frels, the Executive Director of the La Crosse Convention & Visitors Bureau, presented the La Crescent City Council with its Community Collaboration award (via Zoom). This item was informational, and no action was taken.

**ITEM 3.2 – REVIEW STONEY POINT TREE CUTTING**

City Administrator Waller reviewed with City Council the recent tree cutting that occurred on the Stoney Point property that is owned by the City. The tree cutting activities were performed by a group that identifies themselves as the La Crescent Trails Association. The La Crescent Trails Association is not a group that has ever been formally recognized or designated by the City Council. Further, the group’s function, purpose, scope of work, activities, or projects have never been presented to the City Council for review and consideration. City Council reviewed a letter that was sent to the group advising them to discontinue any future activity on City owned property and also letters from a community resident that detail the sentiment and resentment for what happened at Stoney Point. Jason Ludwigson, the City's Sustainability Coordinator, was involved in the tree cutting activities as a volunteer with the group. Mr. Ludwigson's position with the City is a contracted position. City Council also reviewed correspondence from Mr. Ludwigson regarding his involvement in this activity. It was recommended to City Council to consider formulating a policy and plan to ensure that the City's natural spaces are preserved and maintained in accordance with City approved policies and plans. When there are references to natural spaces, it is referring to Eagles Bluff Park which is 124 acres, and Vollenweider/Vetsch/Stoney Point Park which is a combined 106 acres. The City Attorney and City Administrator are working to draft a City policy that will define the maintenance related to the City's natural spaces, and will prevent activities such as this from happening in the future. This policy would be presented at a future City Council meeting. In addition, the City is currently reviewing options to prepare a formal plan that will include a public engagement component that focuses on various aspects of the City's natural spaces and to present to City Council a proposal in the future to hire a consultant to assist with the preparation of this plan. The plan would focus on the following items: recreational; forestry management; invasive species management; view shed maintenance; solar/renewable energy facilities; and prairie/grassland management. It is the City’s intent that nothing further will happen until such time that both a policy and plan are adopted by the City Council. An agenda request from Peggy Derrick was reviewed by City Council with Ms. Derrick addressing City Council via Zoom. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Williams, as follows:

**MOTION TO AUTHORIZE THE CITY ADMINISTRATOR AND CITY ATTORNEY TO MOVE FORWARD WITH PREPARING A FORMAL PLAN AND POLICY TO DEFINE THE MAINTENANCE RELATED TO THE CITY'S NATURAL SPACES TO BE PRESENTED TO CITY COUNCIL AT A FUTURE MEETING.**

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

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

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

**ITEM 3.3 – HAZARDOUS BUILDING DETERMINATION**

City Attorney Wieser reviewed with City Council, for consideration, a Resolution regarding the determination of a hazardous building at 322 South 1<sup>st</sup> Street and the supporting materials that were presented at the last City Council Meeting. Following discussion, it was the consensus of City Council not to take action on the Resolution. There was also discussion on the sale of the property to the City. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Williams, as follows:

**MOTION TO AUTHORIZE THE CITY ADMINISTRATOR AND CITY ATTORNEY TO REVIEW OPTIONS AND GATHER INFORMATION REGARDING THE CITY PURCHASING THE LOT AT 322 SOUTH 1<sup>ST</sup> STREET ONCE THE APARTMENT BUILDING IS REMOVED AND TO PRESENT AT THE NEXT CITY COUNCIL MEETING.**

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

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 – REVIEW LETTER TO HOUSTON COUNTY**

City Administrator Waller reviewed with City Council a letter to Houston County addressing the ongoing concerns over the way certain functions of Houston County government are performed. The concerns included the following: compliance with notice requirements for preparing and distributing parcel-specific notices on the impact of the City’s proposed levy; failure to correct estimated market values that were adjusted as part of the City’s Board of Appeals process and the gross error in the Best Western hotel’s estimated market value; and smoother running of the Board of Appeals meeting in the future. City Council discussed revisions to the correspondence. Following discussion, Member Williams made a motion, seconded by Member Jostad, as follows:

**MOTION TO REVISE THE CORRESPONDENCE TO HOUSTON COUNTY AS DISCUSSED AND TO PRESENT AT THE NEXT CITY COUNCIL MEETING.**

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

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 – REQUEST TO PURCHASE PROPERTY – PARK STREET**

City Attorney Wieser reviewed with City Council a request from the property owner at 418 Park Street to purchase a portion of the City owned property that is adjacent to his property. City Council reviewed the request from the property owner. The property owner would like to install a fence on the property line with a preference to install the fence on a straight line. City Attorney Wieser reviewed the process to sell City property with City Council. The City would be reimbursed for costs incurred. The City Engineer has reviewed the request and is supportive of the exchange of land as it will not impact the City’s public space. Following discussion, Member O’Donnell-Ebner a motion, seconded by Member Jostad, as follows:

**MOTION TO AUTHORIZE THE CITY ADMINISTRATOR AND CITY ATTORNEY TO MOVE FORWARD WITH THE SALE OF CITY OWNED PROPERTY ADJACENT TO 418 PARK STREET TO THE PROPERTY OWNER OF SAID PROPERTY.**

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 – REQUEST TO PURCHASE PROPERTY – SOUTH 7<sup>TH</sup> STREET**

City Attorney Wieser reviewed with City Council a request from the property owner at 716 South 7<sup>th</sup> Street to purchase a portion of the City owned property that is adjacent to her property. City Council reviewed the request from the property owner. The property owner would like to construct an addition to their existing home. City Attorney Wieser reviewed the process to sell City property with City Council. The City Engineer has reviewed the request and has concerns over the impact to stormwater. The City Engineer has indicated that the property owner would need to conduct an in-depth hydraulic study to ensure that there is no negative impact from the project. There would also be the added cost for the City Engineer to review the report. In addition, the City Engineer indicated that this property may be included in future plans for an access/pathway to the Stoney Point property. Following discussion, Member O’Donnell-Ebner a motion, seconded by Member Williams, as follows:

**MOTION TO HAVE THE CITY ENGINEER REVIEW AND EVALUATE THE REQUEST TO PURCHASE A PORTION OF THE CITY OWNED PROPERTY THAT IS ADJACENT TO 716 SOUTH 7<sup>TH</sup> STREET.**

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

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

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

**ITEM 3.7 – REVIEW CITY HALL HOURS**

City Administrator Waller reviewed with City Council that in May of 2020 the City Council approved a change in the days and hours of operation for City Hall. It was agreed that the change would be evaluated and modified as necessary, and remain in effect through the end of 2020. It was recommended that the City Council agree to continue with City Hall being open from 7:30 am to 6:00 pm, Monday through Thursday. This change could be continued either through the end of 2021, or indefinitely into the future as it can always be revisited. The City believes that the change has been well received by the public, and has accomplished its goal of providing additional hours of service to individuals that would otherwise not be able to get to City Hall during the previous hours of operation. In addition, employees at City Hall have been supportive of the change in the hours and days of operation. Following discussion, Member Williams a motion, seconded by Member Jostad, as follows:

**MOTION TO APPROVE THE EXTENSION OF THE EXISTING HOURS AND DAYS AT CITY HALL FROM 7:30 AM TO 6:00 PM, MONDAY THROUGH THURSDAY THROUGH 2021.**

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

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

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

**ITEM 3.8 – PERSONNEL COMMITTEE RECOMMENDATION**

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

1. The Personnel Committee is recommending that the City Council accept the resignation of Chris . Oliver from the Fire Department. City Council reviewed a memo from the Fire Chief regarding this recommendation.
2. The Personnel Committee is recommending that the City Council accept the resignation of Ryan Hutchinson from the Fire Department. City Council reviewed a memo from the Fire Chief regarding this recommendation.

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

**MOTION TO ACCEPT THE RESIGNATION OF CHRIS OLIVER FROM THE LA CRESCENT FIRE DEPARTMENT.**

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.

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

**MOTION TO ACCEPT THE RESIGNATION OF RYAN HUTCHINSON FROM THE LA CRESCENT FIRE DEPARTMENT.**

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

Member Ryan Hutchinson abstained from voting and none voted against the same. The motion was declared duly carried by a 4-0 vote.

**ITEM 3.9 – GAMBLING PERMIT APPLICATION**

City Council reviewed a gambling permit application from the District 300 Foundation for a raffle to be held on January 31, 2021 at the ISD 300 District Office. The application appears to be order and it was recommended to City Council to approve the application and authorize that it be forwarded to the Minnesota Gambling Control Board. Following discussion, Member Jostad made a motion, seconded by Member Williams, as follows:

**MOTION TO APPROVE A GAMBLING PERMIT APPLICATION THE DISTRICT 300 FOUNDATION FOR A RAFFLE TO BE HELD ON JANUARY 31, 2021 AT THE ISD 300 DISTRICT OFFICE AND AUTHORIZE THAT IT BE FORWARDED TO THE MINNESOTA GAMBLING CONTROL BOARD.**

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.

**ITEM 3.10 – 2021 FEE SCHEDULE AMENDMENTS**

City Administrative Assistant Boettcher reviewed with City Council the proposed changes to the Fee Schedule for 2021 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. Due to COVID 19 and the impact on the City’s bars and restaurants, it was recommended to City Council to adjust the liquor license fees in 2021. It was recommended to City Council to adopt an Ordinance detailing the proposed changes to the Fee Schedule for 2021 and to include waiving the 2021 Liquor License Fees for 2021 for existing bars and restaurants.

Following discussion, Member Williams introduced the following Ordinance to include waiving the 2021 Liquor License Fees for 2021 for existing bars and restaurants, and moved its passage and adoption:

**ORDINANCE NO. 548**

**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 AND NO. 545**

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, and May 18, 2020 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 2021 as follows:

**ADMINISTRATION**

<b><u>ADMINISTRATION</u></b>	<b>2021</b>
Bad Check – Per Check	\$ 30.00
Brush Site Usage Fee- Yearly	\$2,000.00



<b>ADMINISTRATION</b>	<b>2021</b>
La Crescent Township	
Cigarette License- Yearly	\$ 45.00
<del>Community Building—Civic and Non Profit Organizations—Refundable REMOVE</del>	<del>\$ 50.00</del>
Copies: per sheet	\$.25
Door-to-Door Sales Solicitor – REGISTRATION ONLY Peddler/Transient Merchants plus \$5.00 per tag for all individuals named as salespersons for that particular company	N/C \$50.00 fee
Election Fee Filing	\$ 2.00
Fax Machine – Income and Outgoing	\$ 1.00
Gas Installers License - Yearly	\$ 45.00
<del>Hydrant Use (filling of swimming pools) REMOVE</del>	<del>Rated charge for water and manpower costs</del>
<b>Liquor - Club</b> Club Liquor - Yearly Less Than 200 Members 201-500 Members 501-1,000 Members 1,001 – 2,000 Members 2,001 – 4,000 Members 4,001 – 6,000 Members More than 6,000 Members Off sale 3.2 Beer	  \$ 300.00 \$ 500.00 \$ 650.00 \$ 800.00 \$1,000.00 \$2,000.00 \$3,000.00 \$ 50.00
<b>Wine on Sale</b>	\$ 300.00
<b>Beer - 3.2 – additional license fees not required if you hold “on sale” or “off sale” liquor licenses</b> Off Sale - Yearly On Sale - Yearly Temporary On Sale – Up to 3 days	 \$ 100.00 \$ 280.00 \$ 25.00
<b>Liquor - Intoxicating: Per Year</b> On Sale Off Sale Sunday	 \$1,150.00 \$ 150.00 \$ 200.00
Maps – Houston County – Each	\$ 3.00
Notary Fee	No Charge
Pawn Shop License – Yearly	\$50.00
Planning Commission Charge For Special Meeting – paid by individual requesting the meeting – Res. 09-04-07	\$500.00
Refuse Haulers License – Commercial – Yearly	\$ 500.00



<b>ADMINISTRATION</b>	<b>2021</b>
Therapeutic Massage: Establishment – Yearly Therapist: - Yearly	\$ 150.00 \$ 50.00
Tree Trimmer – Yearly 1. For tree trimmers during compost site open hour. 2. For unlimited use of compost site	\$250.00 \$2,500.00

**BUILDING PERMIT FEES – UNIFORM BUILDING CODE - 1997**

<b>TOTAL VALUATION</b>	<b>2021</b>
\$1.00 to \$500.00	\$23.00
\$501.00 to \$2,000.00	\$23.50 for the first \$500.00 plus \$3.05 for each additional \$100.00 or fraction thereof, to and including \$2,000.00
\$2,001.00 to \$25,000.00	\$69.25 for the first \$2,000.00 plus \$14.00 for each additional \$1,000.00 or fraction thereof, to and including \$25,000.00
\$25,001.00 to \$50,000.00	\$391.25 for the first \$25,000.00 plus \$10.10 for each additional \$1,000.00 or fraction thereof, to and including \$50,000.00
\$50,001.00 to \$100,000.00	\$643.75 for the first \$50,000.00 plus \$7.00 for each additional \$1,000.00 or fraction thereof, to and including \$100,000.00
\$100,001.00 to \$500,000.00	\$993.75 for the first \$100,000.00 plus \$5.60 for each additional \$1,000.00 or fraction thereof, to and including \$500,000.00
\$500,001.00 to \$1,000,000.00	\$3,233.75 for the first \$500,000.00 plus \$4.75 for each additional \$1,000.00 or fraction thereof, to and including \$1,000,000.00
\$1,000,001.00 and up	\$5,608.75 for the first \$1,000,000.00 plus \$3.15 for each additional \$1,000.00 or fraction thereof.
Plan Review Fee	½ of the Building Permit Fee
<b>Plan Review Fee</b>	<b>¼ of the Building Permit fee for residential Deck, Garage, Addition/Alteration</b>

**LIBRARY**

<b>LIBRARY</b>	<b>2021</b>
Library Cards:	
- Replacements	\$ 1.00
- Non-resident	\$ 45.00
Fines – per day:	
- Adult books	\$ .20
- Video/DVD/Music CD's	\$ .50
- Damaged or Lost Material	Retail Price of Item
Computer Print-Outs – B/W	\$ .20
Computer Print-Outs – Color	\$ .20
Copy Machine – 8 ½ x 11	\$ .20
Copy Machine – Legal	\$ .20

Copy Machine – Ledger	\$ .20
<del>Microfilm Copies – REMOVE</del>	<del>\$.20</del>
Fax – Incoming/Outgoing - Per Page – **for long distance only**	\$ 1.00

**POLICE**

<b>POLICE</b>		<b>2021</b>
<b>Ordinance Violation Fine Schedule</b>		
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 + <u>\$3.00 surcharge</u> + <u>\$10.00 Law Library Fee</u> - <i>The Surcharge And Law Library Fee Are Determined By The Court System.</i>		
<b>Fee Schedules – Animals</b>		
License – yearly 1/1 – 12/31		<del>\$10.00</del> to \$15.00
Spayed/Neutered		<del>\$7.50</del> to \$10.00
Replacement Tag		\$1.00
Late Fee after January 15th in addition to regular license fee		<del>\$10.00</del> to \$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
<b>ADMINISTRATIVE FINE FEE SCHEDULE</b>		
General Parking Violation		\$20.00
Handicapped Parking		\$25.00
<b>Miscellaneous</b>		
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		<del>\$30.00</del> to \$35.00
Vehicle Towing Fee		\$175.00
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		

**RECREATION**

RECREATION	2021	
	CITY/TWN	OUT OF CITY/TWN
BASEBALL	\$40.00	\$45.00
SOFTBALL	\$40.00	\$45.00
TENNIS	\$40.00	\$45.00
GOLF		
YOUTH	\$40.00	\$45.00
ADULT	\$50.00	\$60.00
VOLLEYBALL	\$40.00	\$45.00
<del>OPEN VOLLEYBALL</del>	<del>NO CHARGE</del>	<del>NO CHARGE</del>
BASKETBALL	\$40.00	\$45.00
LOG ROLLING	\$40.00	\$45.00
SWIMMING LESSONS	\$35.00	\$45.00
LITTLE MATES	\$35.00	\$45.00
SWIM TEAM	\$40.00	\$45.00
POOL ADMISSION		
– per entry	\$3.00	\$4.00
POOL MEMBERSHIPS		
FAMILY	\$135.00	\$175.00
INDIVIDUAL	\$65.00	\$85.00

**ZONING**

ZONING	2021
Abatement – per incident	\$ 40.00 administrative fee plus abatement charges
Conditional use permit – per each individual request	\$ 200.00
District zoning chances – per each individual request	\$ 200.00
Erosion control:	
Reinspection fee	\$35.00
Surety deposit (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
NOTE: DECKS AND ADDITIONS BUILT ON POSTS FOR THE FOUNDATION ARE EXCLUDED FROM SURETY DEPOSIT	
Excavation permits	\$ 30.00 plus \$1.00 per sq/lin. foot
Fence permit - Non-Profits exempt from fee	\$15.00
Grading permit	¼ acre or less - \$50.00 ¼ 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	\$35.00
Platting Preliminary plat **Developer is to pay all other related expenses for the platting process. ***All fees pending must be paid in full before proceeding with the final plat.	\$ 250.00 plus \$50.00 per lot
Final plat	\$ 150.00
Sign permit – per sign	\$ 35.00
Variance fee – per each individual request	<del>\$85.00</del> to \$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 14<sup>th</sup> day of December, 2020.

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

**MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 548 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 3.11 – CONNECTION CHARGE ORDINANCE RESOLUTION**

City Administrator Waller reviewed with City Council a Resolution that sets the water connection fee for properties located on County Road #6 that have now been provided water service as part of the 2020 Utility Extension Project. These properties are in the City and were previously provided with sanitary sewer service when the 2017 Crescent Valley Improvement project was constructed. Following discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage and adoption:

**RESOLUTION NO. 12-20-39**

**A RESOLUTION ESTABLISHING WATER SERVICE CONNECTION CHARGES FOR 2020 UTILITY EXTENSION IMPROVEMENT PROJECT**

**WHEREAS**, on or about March 14, 2011, the City of La Crescent (City) adopted Ordinance No. 469 establishing authority for connection charges within the City;

**WHEREAS**, subdivision (C) of the Findings of said Ordinance provides that the City Council may establish by Resolution one or more connection charges to apply equitably to developments, circumstances, and areas of the City;

**WHEREAS**, there are areas of the City that are not yet connected to City water and sanitary sewer;

**WHEREAS**, a connection charge will apply to the following property owners along County Road 6, which includes 1211, 1241, 1265, 1295 and 1315 County 6, that have been annexed to the City but were not part of the original 429 proceedings;

**WHEREAS**, the City finds that for the 2020 Utility Extension Improvement Project, the connection fee for water service shall be \$9,582.12; and

**WHEREAS**, the interest rate for the above referenced property owners along County Road 6 seeking to pay the connection charges through installments will be charged interest at 3.75% annually.

**NOW, THEREFORE, BE IT RESOLVED** that beginning October 1, 2020, for above referenced property owners along County Road 6, the connection fee for water service shall be \$9,582.12, at a rate of 3.75% annually to pay by installments.

Adopted this 14<sup>th</sup> day of December, 2020.

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 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 3.12 – COVID-19**

City Administrator Waller reviewed with City Council that due to the number of City Hall employees that have tested positive for COVID-19, it has been necessary for City Hall to be closed for a period of time. City Council reviewed a Resolution that affirms the decision to close offices at City Hall due to the current health pandemic. It was recommended to City Council to adopt the Resolution. Following discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage and adoption:

**RESOLUTION NO. 12-20-40**

**RESOLUTION REGARDING CLOSURE OF LA CRESCENT CITY HALL  
DUE TO COVID-19 PANDEMIC**

WHEREAS, the La Crescent City Council passed Resolution 03-20-12 on March 23, 2020 declaring that the COVID-19 pandemic constitutes a local emergency.

WHEREAS, in the interest of the safety of public employees and the public in general, the City Administrator, in consultation with Mayor Mike Poellinger, made a decision to close offices at City Hall to the public from December 1, 2020 through December 10, 2020.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of La Crescent, Minnesota, that the decision of the City Administrator, in consultation with the Mayor, to close offices at City Hall to the public from December 1, 2020 through December 10, 2020 is hereby affirmed.

ADOPTED this 14<sup>th</sup> day of December, 2020.

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, 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 7.1 – CORRESPONDENCE – MTU – QUARTERLY NEWS LETTER**

City Council reviewed the Quarterly News Letter from La Crosse MTU. No action taken.



**ITEM 8 – CHAMBER OF COMMERCE**

The La Crescent Chamber of Commerce gave an update to City Council on the Christmas in La Crescent event.

There being no further business to come before the Council at this time, Member O’Donnell-Ebner made a motion, seconded by Member Jostad, 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 6:49 PM.

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

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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