

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
DECEMBER 18, 2017

Pursuant to due call and notice thereof, the combined first and second meetings 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 18, 2017, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Bernie Buehler, Ryan Hutchinson, Brian Krenz, Dale Williams and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller and City Attorney Skip Wieser

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 27, 2017
- 1.2 BILLS PAYABLE THROUGH DECEMBER 14, 2017
- 1.3 CASH BALANCE/ACTIVITY REPORT – NOVEMBER 2017
- 1.4 LIBRARY REPORT – NOVEMBER 2017

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 Buehler made a motion, seconded by Member Hutchinson, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 2 – PUBLIC HEARING – 5:30
– TAX INCREMENT FINANCING DISTRICT NO. 1-8 AND BUSINESS SUBSIDY
– RESOLUTION ESTABLISHING TAX INCREMENT FINANCING DISTRICT NO. 1-8

- RESOLUTION APPROVING THE DEVELOPMENT AGREEMENT AND BUSINESS SUBSIDY WITH LA CRESCENT AREA EVENT CENTER, INC.
- RESOLUTION APPROVING THE DEVELOPMENT AGREEMENT AND BUSINESS SUBSIDY WITH LA CRESCENT HOTEL GROUP, LLC

At 5:30 PM the City Council held a public hearing to consider the tax increment plan for the proposed hotel/event center improvement project and business subsidy. Tammy Omdal from Northland Securities reviewed the project with City Council including the Notice of Public Hearing and her memo evaluating the assistance for the hotel/event center project. There were no questions from City Council. Mayor Poellinger opened the meeting for public comment. Public comment was heard from Jeff Hawthorne. Mayor Poellinger closed the public hearing at 5:50 PM and City Council resumed the agenda. Attorney Wieser reviewed with City Council the following three (3) Resolutions: a Resolution establishing Tax Increment Financing District No. 1-8; a Resolution approving the Development Agreement and Business Subsidy with La Crescent Area Event Center, Inc.; and a Resolution approving the Development Agreement and Business Subsidy with La Crescent Hotel Group, LLC. City Attorney Wieser recommended to City Council to delete Article 7.1 of the Development Agreement and Business Subsidy with La Crescent Hotel Group, LLC. Following discussion, Member Buehler introduced the following resolution and moved its passage and adoption:

**CITY OF LA CRESCENT
HOUSTON COUNTY, MINNESOTA
RESOLUTION NO. 12-17-28**

RESOLUTION APPROVING THE MODIFICATION OF THE DEVELOPMENT PROGRAM FOR MUNICIPAL DEVELOPMENT DISTRICT NO. 1 AND APPROVING THE ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 1-8 WITHIN THE DEVELOPMENT DISTRICT AND THE ADOPTION OF THE TAX INCREMENT FINANCING PLAN RELATING TO THERETO

WHEREAS:

A. The City of La Crescent, Minnesota (the "City") has proposed (a) the modification of the Development Program for Municipal Development District No. 1 (the "Development District"); (b) the establishment of Tax Increment Financing District No. 1-8 (the "TIF District") within the Development District; and (c) the adoption of the Tax Increment Financing Plan (the "TIF Plan") relating to the TIF District all pursuant to Minnesota Statutes, Sections 469.124 through 469.133 and Minnesota Statutes, Sections 469.174 through 469.1794, both inclusive, as amended (the "Act"); and

B. The City has performed all actions required by law to be performed prior to the establishment of the TIF District within the Development District and the adoption of the proposed Modified Development Program and TIF Plan relating to thereto, including, but not limited to, notification of Houston County and La Crescent-Hokah Public Schools (ISD No. 300) having taxing jurisdiction over the property to be included in the TIF District; and

C. The City Council of the City has fully reviewed the contents of the Development Program and the TIF Plan, and on this date conducted a public hearing thereon at which the views of all interested persons were heard.

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

1. Development District No. 1. The modification of the Development Program for Development District No. 1 is approved and adopted.

2. Tax Increment Financing (Redevelopment) District No 1-8. Tax Increment Financing (Redevelopment) District No. 1-8 is hereby established within the Development District. The initial boundaries of the TIF District are fixed and determined as described in the TIF Plan.

3. Tax Increment Financing Plan. The TIF Plan is adopted as the tax increment financing plan for the TIF District.

4. Findings. In taking these actions, the City Council makes the following findings:

(a) The TIF District is a redevelopment district as defined in Minnesota Statutes, Section 469.174, Subd. 10. Parcels consisting of 70 percent of the area of the TIF District are occupied by buildings, streets, utilities, paved or gravel parking lots, or other similar structures and more than 50 percent of the buildings, not including outbuildings, are structurally substandard to a degree requiring substantial renovation or clearance. The basis for these findings is described in Section 3.03.3 of the TIF Plan.

(b) The proposed redevelopment, in the opinion of the City Council, would not occur solely through private investment within the reasonably foreseeable future. The anticipated Developer for the project has represented to the City that it will not undertake the project as proposed without the City's use of tax increment financing. Previous City planning attests to the difficulty of redeveloping this site solely through private financing. Due to the necessity of removing structurally substandard buildings, preparing property for redevelopment, and constructing public improvements, the City Council finds that public financing assistance for the redevelopment activities proposed in the TIF Plan is necessary so that other development by private enterprise will occur within the Development District and the TIF District.

(c) The increased market value of the site that could reasonably be expected to occur without the use of tax increment financing would be less than the increase in the market value estimated to result from the proposed redevelopment after subtracting the present value of the projected tax increments for the maximum duration of the TIF District permitted by the TIF Plan. A comparative analysis of estimated market values both with and without establishment of the TIF District and the use of tax increments has been performed as described above. Such analysis is found in Exhibit I of the TIF Plan, and indicates that the increase in estimated market value of the proposed redevelopment (less the indicated subtractions) exceeds the estimated market value of the site absent the establishment of the TIF District and the use of tax increments.

(d) The TIF Plan for the TIF District conforms to the general plan for development or redevelopment of the City as a whole. Section 3.02.2 of the TIF Plan contains information used in making this finding.

5. Public Purpose. The adoption of the Development Program for the Development and the TIF Plan for the TIF District conforms in all respects to the requirements of the Act and will help fulfill a need to develop an area of the State which is already built up to provide employment opportunities, to improve the tax base and to improve the general economy of the State and thereby serves a public purpose and will afford maximum opportunity, consistent with the sound needs for the City as a whole, for the development or redevelopment of the project area by private enterprise in that the intent is to provide only that public assistance necessary to make the private developments financially feasible.

6. Certification and Filing. The City Administrator is authorized and directed to transmit a certified copy of this resolution together with a certified copy of the TIF Plan for the TIF District to the Auditor of Houston County with a request that the original tax capacity of the property within the TIF District be certified to the City pursuant to Section 469.177, Subd. 1 of the TIF Act, and to file a copy of the Development Program and the TIF Plan with the Minnesota Commissioner of Revenue and State Auditor as required by the Act.

7. Administration. The administration of the Development District and the TIF District is assigned to the City Administrator who shall from time to time be granted such powers and duties pursuant to the Act as the City Council may deem appropriate.

ADOPTED this 18th day of December, 2017.

SIGNED:

Mayor

ATTEST:

City Administrator

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	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 discussion, Member Hutchinson introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 12-17-29

**RESOLUTION APPROVING DEVELOPMENT AGREEMENT
LA CRESCENT AREA EVENT CENTER, INC.**

A. WHEREAS, La Crescent Area Event Center, Inc., a Minnesota nonprofit corporation (the "Developer") has requested that the City of La Crescent, Minnesota (the "City") assist with the financing of certain costs in connection with the acquisition, construction and equipping of an approximately 12,716 square foot community event center in the City (the "Project").

B. WHEREAS, the Developer and the City have determined to enter into a Development Agreement providing for the City's assistance in connection with the Project (the "Agreement").

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

1. The City Council hereby approves the Agreement in substantially the form submitted, and the City is hereby authorized to execute the Agreement.

2. The approval hereby given to the Agreement includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the City officials authorized by a resolution of the City to execute the Agreement. The execution of the Agreement shall be conclusive evidence of the approval of the Agreement in accordance with the terms hereof.

ADOPTED this 18th day of December, 2017.

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, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	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 discussion, Member Williams introduced the following resolution, with deletion of Article 7.1 from the Development Agreement, and moved its passage and adoption:

RESOLUTION NO. 12-17-30

**RESOLUTION APPROVING DEVELOPMENT AGREEMENT
LA CRESCENT HOTEL GROUP, LLC**

A. WHEREAS, La Crescent Hotel Group LLC, a Minnesota limited liability company (the "Developer") has requested that the City of La Crescent, Minnesota (the "City") assist with the financing of certain costs in connection with the acquisition, construction and equipping of an approximately 53-unit hotel, classified as an upper midscale property with amenities including an indoor pool and fitness center, among other amenities, in the City (the "Project").

B. WHEREAS, the Developer and the City have determined to enter into a Development Agreement providing for the City's assistance in connection with the Project (the "Agreement").

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

1. The City Council hereby approves the Agreement in substantially the form submitted, and the City is hereby authorized to execute the Agreement.

2. The approval hereby given to the Agreement includes approval of such additional details therein as may be necessary and appropriate and such modifications thereof, deletions therefrom and additions thereto as may be necessary and appropriate and approved by the City officials authorized by a resolution of the City to execute the Agreement. The execution of the Agreement shall be conclusive evidence of the approval of the Agreement in accordance with the terms hereof.

ADOPTED this 18th day of December, 2017.

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;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	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 discussion of the Development Agreements, Member Buehler made a motion, seconded by Member Krenz, as follows:

MOTION TO HOLD THE EXECUTION OF THE DEVELOPMENT AGREEMENTS WITH LA CRESCENT AREA EVENT CENTER, INC. AND LA CRESCENT HOTEL GROUP, LLC UNTIL THE ESCROW AGREEMENT HAS BEEN SATISFIED.

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.1 - PLANNING COMMISSION MINUTES – 12/12/2017

Don Smith, Planning Commission Chairman, reviewed with City Council the Planning Commission Minutes for the December 12, 2017 meeting. The Planning Commission recommended to City Council to reject the Administrative Subdivision application for 1108 Spruce Drive, without prejudice, and allow the applicant to apply for a subdivision without an additional fee with the following findings of fact for City Council to consider:

1. The Administrative Subdivision rules are for a single property boundary change and not sequential administrative subdivisions;
2. There is only one principal structure permitted on a lot with the exception of a PUD;
3. Thus a second subdivision would be required; and
4. There has been neighborhood concern expressed for what they believe might be constructed on the site being two 2-story 8-plexes.

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

MOTION TO REJECT THE ADMINISTRATIVE SUBDIVISION APPLICATION FOR 1108 SPRUCE DRIVE, WITHOUT PREJUDICE, AND ALLOW THE APPLICANT TO APPLY FOR A SUBDIVISION WITHOUT AN ADDITIONAL FEE WITH THE FINDINGS OF FACT STATED ABOVE.

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

Planning Commission Chairman Smith requested that hard copies of the adopted plans be made available. City Council then reviewed the annual plan for 2017 and the Downtown Plan. It was recommended to City Council that the Resolution regarding the Downtown Plan be replaced with a revised summary. Following discussion, Member Krenz made a motion, seconded by Member Hutchinson, as follows:

MOTION THAT THE RESOLUTION REGARDING THE DOWNTOWN PLAN BE REPLACED WITH A REVISED SUMMARY.

Following additional comments from City Attorney Wieser, Planning Commission Chairman Smith, and additional discussion from City Council, and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 2 – PUBLIC HEARING – 6:00 - POLICE DEPARTMENT BODY CAMERA POLICY

At 6:00 PM the City Council held a public hearing to consider the Police Department Body Camera Policy. La Crescent Police Department Chief Doug Stavenau reviewed the proposed policy with City Council. Chief Stavenau would like to implement the policy in 2018. Questions from City Council were addressed. Mayor Poellinger opened the meeting for public comment. Public comment was heard from Jeremy Chipps. Mayor Poellinger closed the public hearing at 6:05 PM and City Council resumed the agenda. No action was taken by the City Council.

ITEM 3.2 – QUIET ZONE NOTICE OF INTENT

City Administrator Waller reviewed with City Council a revised Quiet Zone Notice of Intent that would be submitted to CP Railroad, MnDOT Rail and FRA. The proposed new combined crossing south of the highway bridge has been removed from the Notice of Intent. It was recommended that the City begin the process to establish a quiet zone for the Main Street crossing. If the City Council approves the establishment of the quiet zone for the Main Street Crossing, they would need to approve the Notice of Intent and direct staff to submit to the appropriate agencies. Once the Notice of Intent has been submitted to the appropriate agencies, those agencies have 60 days to respond. After the comment period, the City can begin the formal process for establishing the quiet zone for Main Street. Following discussion, Member Buehler made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE REVISED QUIET ZONE NOTICE OF INTENT THAT WOULD BE SUBMITTED TO CP RAILROAD, MNDOT RAIL AND FRA FOR THE PROCESS OF ESTABLISHING A QUIET ZONE FOR THE MAIN STREET CROSSING AND DIRECT STAFF TO SUBMIT TO THE APPROPRIATE AGENCIES.

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.3 – LANCER YOUTH HOCKEY LEASE AGREEMENT

City Attorney Wieser reviewed with City Council the proposed Lease Agreement between the City and Lancer Youth Hockey regarding the operation of the Community Ice Arena for the 2017/2018 season. It is expected that the long term Lease Agreement would be presented to City Council at a future meeting. It was recommended that City Council approve the Lease Agreement as proposed. Following discussion, Member Buehler made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE LEASE AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND LANCER YOUTH HOCKEY REGARDING THE OPERATION OF THE COMMUNITY ICE ARENA FOR THE 2017/2018 SEASON.

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.4 – TAX CERTIFICATION LIST

City Council reviewed a Resolution for Houston County properties making special levies for the collection with Real Estate taxes payable in the Calendar Year 2018. Following discussion, Member Krenz introduced the following resolutions and moved their passage and adoption:

RESOLUTION 12-17-31

**RESOLUTION MAKING SPECIAL LEVIES FOR
COLLECTION WITH REAL ESTATE TAXES PAYABLE IN THE
CALENDAR YEAR 2018**

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 2018 as provided by law.

HOUSTON CO. AUDITOR REF. NUMBER	PROPERTY OWNER	CITY ACCOUNT #	AMOUNT TO BE LEVIED IN 2018	CODE
25.2089.000	VERNON WALTER	33000000	23.22	80
25.1920.000	NANCY ROTZ	INV 2224	103.40	80

ADOPTED this 18th day of December, 2017.

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;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.5 AUTHORIZE EXPENDITURES

City Administrator Waller gave an overview to City Council regarding the 2017 capital equipment certificate which included funds to replace two Utility/Maintenance Department pickups. It was recommended to City Council to approve the following:

1. The purchase of a 2018 Chevrolet Silverado 4x4 regular cab pickup at the State bid price of \$26,158.90. The vehicle would be purchased thru Ranger Chevrolet in Hibbing, Minnesota. The vehicle would replace the 2003 Dodge pickup that has approximately 101,300 miles.

2. The purchase of a 2018 Chevrolet Colorado 4x4 extended cab pickup at the State bid price of \$26,402.70. The vehicle would be purchased thru Ranger Chevrolet in Hibbing, Minnesota. The vehicle would replace the 2000 Ford Ranger pickup that has approximately 104,400 miles.
3. The sale of both the 2003 Dodge pickup and the 2000 Ford Ranger pickup on the State of Minnesota's bid website.

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

MOTION TO APPROVE THE PURCHASE OF A 2018 CHEVROLET SILVERADO 4X4 REGULAR CAB PICKUP AT THE STATE BID PRICE OF \$26,158.90 TO BE PURCHASED THRU RANGER CHEVROLET IN HIBBING, MINNESOTA WITH THIS VEHICLE REPLACING THE 2003 DODGE PICKUP THAT HAS APPROXIMATELY 101,300 MILES.

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

Following discussion, Member Buehler made a motion, seconded by Member Krenz, as follows:

MOTION TO APPROVE THE PURCHASE OF A 2018 CHEVROLET COLORADO 4X4 EXTENDED CAB PICKUP AT THE STATE BID PRICE OF \$26,402.70 TO BE PURCHASED THRU RANGER CHEVROLET IN HIBBING, MINNESOTA WITH THIS VEHICLE REPLACING THE 2000 FORD RANGER PICKUP THAT HAS APPROXIMATELY 104,400 MILES.

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

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

MOTION TO APPROVE THE SALE OF BOTH THE 2003 DODGE PICKUP AND THE 2000 FORD RANGER PICKUP ON THE STATE OF MINNESOTA'S BID WEBSITE.

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.6 – 2018 LICENSE RENEWALS

City Council reviewed a list of proposed license renewals for 2018. The applications appear to be in order and it was recommended to City Council to approve the license renewal applications. Following discussion, Member Williams made a motion, seconded by Member Buehler, as follows:

MOTION TO APPROVE THE PRESENTED LIST OF LICENSE RENEWALS FOR 2018 FOR THE FOLLOWING:

SOFT DRINK – TRI-STATE BAIT & TACKLE

LIQUOR OFF- SALE – LA CRESCENT WINE & SPIRITS

GAS INSTALLERS – ADVANCED COMFORT SPECIALISTS; BAGNIEFSKI HEATING & AIR CONDITIONING; LA CROSSE FIREPLACE COMPANY; REPLACEMENT PROS; TRI STATE HEATING & AC; HENGEL BROTHERS; PRIME SOURCE PLUMBING & HEATING; ABSOLUTE COMFORT

SOLID WASTE – HARTER’S TRASH & RECYCLING; WASTE MANAGEMENT

MASSAGE BUSINESS – AIRMID MASSAGE; LA CRESCENT MASSAGE; MAIN STREET MASSAGE

MASSAGE TECHNICIAN – AIRMID MASSAGE; LA CRESCENT MASSAGE; MAIN STREET MASSAGE

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.7 – 2018 PROFESSIONAL SERVICE CONTRACTS

City Administrator Waller reviewed with City Council the 2018 professional service agreements/contracts with WHKS & Co. for engineering and Wieser Law Office for legal for the City of La Crescent. It was recommended to City Council to approve the 2018 fee schedules for WHKS & Co. and Wieser Law Office. It was also recommended to City Council to approve an increase in the fee charged by Terry Erickson from \$31 per hour to \$32 per hour for Community Development. Following discussion, Member Williams made a motion, seconded by Member Buehler, as follows:

MOTION TO APPROVE THE 2018 FEE SCHEDULES WITH WHKS & CO. AND WIESER LAW OFFICE, P.C. AS PRESENTED AND TO INCREASE THE HOURLY FEE OF TERRY ERICKSON FOR COMMUNITY DEVELOPMENT TO \$32 PER HOUR.

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.8 – 2018 POLLING PLACE RESOLUTION

City Administrator Waller reviewed with City Council that the City is now required on an annual basis to designate by Resolution the polling places that will be utilized for elections. It was recommended to City Council to adopt the proposed Resolution presented. Following discussion, Member Buehler introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 12-17-32

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 2018:

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 18th day of December, 2017.

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;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	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 – PERSONNEL COMMITTEE RECOMMENDATION

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

1. Approve the promotion of Shawn Wetterlin to Assistant Fire Chief. A letter from the Fire Chief was reviewed. Pursuant to the Fire Department Rules and Regulations, Mr. Wetterlin will serve a 12 month probationary period as the Assistant Fire Chief.
2. Approve the promotion of Tyler Benish from Utility Maintenance Worker #2, to Assistant Utility Maintenance Supervisor. This will fill the position formerly held by Elliott Wieser. Effective December 19, 2017 Mr. Benish would move from Step 2 in the Utility Maintenance Worker #2 Salary Schedule to Step 1 in the Salary Schedule for the Assistant Utility Maintenance Supervisor. Pursuant to the terms and conditions of the AFSCME union contract, Mr. Benish would serve a three month probationary period.

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

MOTION TO APPROVE THE PROMOTION OF SHAWN WETTERLIN TO ASSISTANT FIRE CHIEF WITH PURSUANT TO THE FIRE DEPARTMENT RULES AND REGULATIONS, MR. WETTERLIN WILL SERVE A 12 MONTH PROBATIONARY PERIOD AS THE ASSISTANT FIRE CHIEF.

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

Bernie Buehler	Yes
Brian Krenz	Yes
Dale Williams	Yes

Member Ryan Hutchinson and Mayor Mike Poellinger abstained from voting and none voted against the same. The motion was declared duly carried by a 3-0 vote.

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

MOTION TO APPROVE THE PROMOTION OF TYLER BENISH FROM UTILITY MAINTENANCE WORKER #2, TO ASSISTANT UTILITY MAINTENANCE SUPERVISOR EFFECTIVE DECEMBER 19, 2017 WITH MR. BENISH MOVING FROM STEP 2 IN THE UTILITY MAINTENANCE WORKER #2 SALARY SCHEDULE TO STEP 1 IN THE SALARY SCHEDULE FOR THE ASSISTANT UTILITY MAINTENANCE SUPERVISOR AND PURSUANT TO THE TERMS AND CONDITIONS OF THE AFSCME UNION CONTRACT, MR. BENISH WOULD SERVE A THREE MONTH PROBATIONARY PERIOD.

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.10 – MIGHTY DUCKS GRANT AGREEMENT

City Administrator Waller reviewed City Council a grant amendment for the \$78,000.00 Mighty Ducks Grant that the City received from the Minnesota Amateur Sports Commission for one-half the cost of the purchase of a new ice resurfacing machine. The grant amendment would extend the grant agreement through January 31, 2018, to allow for delivery of the new ice resurfacing machine. It was recommended to City Council to approve the grant amendment and authorize the required signatures. Following discussion, Member Krenz made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE GRANT AMENDMENT FOR THE JAMES METZEN MIGHTY DUCKS GRANT PROGRAM WITH THE MINNESOTA AMATEUR SPORTS COMMISSION TO EXTEND THE GRANT AGREEMENT THROUGH JANUARY 31, 2018, TO ALLOW FOR DELIVERY OF THE NEW ICE RESURFACING MACHINE AND TO AUTHORIZE THE REQUIRED SIGNATURES.

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

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.11 – LOCAL BOARD OF APPEAL/EQUALIZATION TRAINING

City Administrator Waller gave an overview to City Council that in order for the City Council to continue to function as the Board of Appeal and Equalization at the meeting that is conducted in April of each year, at least one member of the City Council is required to have completed a Department of Revenue training course in the last four years. Three members of the City Council had previously completed this requirement; however the training expired in 2017. In the past Houston County sponsored a training session which members of the City Council attended on a regular basis. Houston County will not be offering the training in 2018. By February 1, 2018, at least one member of the City Council must complete the Board of Appeal and Equalization training online. It was recommended that each member of the City Council complete the online training. This item was informational and no action was taken.

ITEM 6 – ATTACHMENTS

6.1 – TAX INCREMENT FINANCING PLAN

6.2 – DEVELOPMENT AGREEMENT – EVENT CENTER

6.3 – DEVELOPMENT AGREEMENT - HOTEL

ITEM 9 – CHAMBER OF COMMERCE

La Crescent Chamber Member Larry Jankowski thanked the City for helping with the Chamber's Winter Parade.

There being no further business to come before the Council at this time, Member Hutchinson made a motion, seconded by Member Buehler, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, all Members voted in favor thereof, viz;

Bernie Buehler	Yes
Ryan Hutchinson	Yes
Brian Krenz	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 6:30 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator