

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
DECEMBER 9, 2019

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 9, 2019, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cheryl Jostad, Teresa O'Donnell-Ebner, Dale Williams and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, and City Building/Zoning Official Shawn Wetterlin.

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 25, 2019
- 1.2 BILLS PAYABLE – DECEMBER 5, 2019

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

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

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

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 – LA CRESCENT ANIMAL RESCUE BYLAWS**

City Attorney Wieser reviewed with City Council the proposed Amended and Restated By-Laws of the La Crescent Animal Rescue, Inc. (LAR). In March 2012, a new agreement with LAR was entered into between the City and LAR. The agreement provided in relevant part that changes to the by-laws need to be approved by the City. The proposed by-laws reviewed by City Council were provisions relating to accepting of animals from other shelters and the composition of the Board of Directors. The following changes were proposed and discussed: Article I(c) and (d) – to have geographical restrictions; Article II – the City owns the building for

housing animals; and Article 3.2 – to affiliate constituency, 3 directors changed to 1 with residency requirements. Following discussion, Member Jostad made a motion, seconded by Member Williams, as follows:

**MOTION TO APPROVE THE AMENDED AND RESTATED BY-LAWS OF THE LA CRESCENT ANIMAL RESCUE, INC. (LAR) WITH CHANGES STATED ABOVE TO BE MADE BY CITY ATTORNEY.**

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

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

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

**ITEM 3.2 – ANIMAL RESCUE BUILDING LIGHTING IMPROVEMENTS**

City Building/Zoning Official Wetterlin reviewed with City Council the recommendation of the City replacing the existing light bulbs at the Animal Rescue Shelter with LED bulbs. Some of the current light fixtures are not working properly and are in need of repair. It was recommended to City Council to accept the proposal from P & T Electric, Inc. in the amount of \$1,398.00, and to amend the general fund budget to reflect the needed replacements. It is estimated the payback to be 1.67 years to switch to all LED light bulbs. Following discussion, Member Williams made a motion, seconded by Member O’Donnell-Ebner, as follows:

**MOTION TO APPROVE THE REPLACEMENT OF THE EXISTING LIGHT BULBS AT THE ANIMAL RESCUE SHELTER WITH LED BULBS AND TO APPROVE THE PROPOSAL FROM P & T ELECTRIC, INC. IN THE AMOUNT OF \$1,398.00, AND TO AMEND THE GENERAL FUND BUDGET TO REFLECT THE EXPENDITURE.**

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 – AUTHORIZE PROPERTY ACQUISITION**

In regard to the property at 1214 Grandview Terrace, Mayor Mike Poellinger addressed City Council indicating that he had no financial interest in the transaction and would recuse himself and turn the meeting over to Acting Mayor Dale Williams for this agenda item. At the October 28, 2019 City Council Meeting the City Council

authorized the City Administrator to negotiate the purchase of this property with the property owner and La Crescent Youth Hockey. City Attorney Wieser reviewed with City Council the proposed Purchase Agreement regarding the City's acquisition of 1214 Grandview Terrace. The key terms of the agreement are the purchase price of \$150,000.00; and to close on or before December 31, 2019. At this time the City does not have a final arrangement in place with Lancer Youth Hockey. However, those discussions are ongoing. At this time the purchase agreement contemplates that the City would acquire all the property. The City will continue to negotiate either a long-term partnership arrangement with Lancer Youth Hockey, resell a portion of the property to Lancer Youth Hockey at a future date, or look at other options. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

**MOTION TO APPROVE THE EARNEST MONEY CONTRACT OF SALE BETWEEN THE CITY AND THE ROSEMARY POELLINGER REVOCABLE TRUST FOR THE PURCHASE OF THE PROPERTY LOCATED AT 1214 GRANDVIEW TERRACE FOR THE PURCHASE PRICE OF \$150,000.00 WITH THE CLOSING TO TAKE PLACE ON OR BEFORE DECEMBER 31, 2019 AND TO AUTHORIZE THE EXECUTION OF THE AGREEMENT BY CITY ADMINISTRATOR AND ACTING MAYOR.**

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

Mayor Mike Poellinger abstained from voting and none voted against the same. The motion was declared duly carried by a 4-0 vote.

In approving the above Motion, the City Council made the following findings of facts: that review of the Purchase Agreement by the Planning Commission is not necessary.

**ITEM 3.4 – PLANNING COMMISSION MINUTES – DECEMBER 3, 2019**

City Building/Zoning Official Wetterlin reviewed with City Council the Planning Commission Minutes from the December 3, 2019 meeting. The Planning Commission's first recommendation was that the Administrative Subdivision and lot boundary line adjustments/lot split for 238 Shore Acres Road be approved, with the following conditions and findings of fact for City Council to consider:

Conditions:

1. The applicant is responsible for utility hook ups and relocating or adding any utility easements.
2. The applicant shall work with the utility companies for any well-defined easements that will be required, and that the property description is recorded.
3. The applicant shall record the survey in the office of the County Recorder within ninety (90) days.
4. The applicant will abide by all representations made by the applicant or their agents made during the permitting process, to the extent those representations were not negated by the Planning Commission or City Council and to the extent they are not inconsistent with the spirit or letter of explicit conditions of the conditional use permit.
5. The applicant complies with all applicable federal, state and local regulations.

Findings of Fact:

1. The Administrative Subdivision conforms to all requirements for lots within a R-1A Low Density Residential District and the applicant has demonstrated by survey that they comply with the requirements.
2. The request is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan.
3. The property owner proposes to use the property in a reasonable manner permitted by the zoning ordinance.
4. The lot boundary line adjustment/lot split will not alter the essential character of the locality.

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

**MOTION TO APPROVE THE ADMINISTRATIVE SUBDIVISION AND LOT BOUNDARY LINE ADJUSTMENTS/LOT SPLIT FOR 238 SHORE ACRES ROAD WITH THE ABOVE STATED CONDITIONS AND TO ADOPT THE FINDINGS STATED ABOVE AND AS STATED IN THE DECEMBER 3, 2019 PLANNING COMMISSION MINUTES.**

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.

The Planning Commission's second recommendation was that the Complete Streets Ordinance be approved. The Complete Streets Ordinance is an implementation/action plan item listed within the Comprehensive Plan and will aid in future grant applications. City Building/Zoning Official Wetterlin reviewed Ordinance No. 536 with City Council. Following discussion, Member Hutchinson introduced the following Ordinance, and moved its passage and adoption:

**ORDINANCE NO. 536**

**AN ORDINANCE RELATING TO THE CITY OF LA CRESCENT'S COMPLETE STREETS POLICY, STATING GUIDING PRINCIPLES AND PRACTICES SO THAT TRANSPORTATION IMPROVEMENTS ARE PLANNED, DESIGNED, AND CONSTRUCTED TO ENCOURAGE WALKING, BICYCLING, AND TRANSIT USE WHILE PROMOTING SAFE OPERATIONS FOR ALL USERS**

**FINDINGS AND PURPOSE**

WHEREAS, the Bicycle and Pedestrian Plan approved on November 27, 2017, other transportation planning, and the City's Comprehensive Plan, is to encourage walking, bicycling, and transit as safe, convenient, and widely available modes of transportation for all people; and

WHEREAS, the City's Bicycle Pedestrian Plan is to design, operate and maintain city streets to promote safe and convenient access and travel for all users – pedestrians, bicyclists, transit riders, and people of all abilities, as well as freight and motor vehicle drivers; and

WHEREAS, the City desires to brand the city as an active, vibrant, healthy community in order to attract families to support area schools; and

WHEREAS, other jurisdictions and agencies state and nationwide have adopted Complete Streets Ordinances and they have become the expectation for bike friendly and funding organizations; and

WHEREAS, transportation improvements will include an array of facilities and amenities that are recognized as contributing to Complete Streets, including: street and sidewalk lighting; pedestrian and bicycle safety improvements; access improvements for freight; access improvements, including compliance with the Americans with Disabilities Act; public transit facilities accommodation including, but not limited, to pedestrian access improvement to transit stops and stations; street trees and landscaping; drainage; and street amenities; and

WHEREAS, the Bicycle and Pedestrian Plan creates an expectation that the Minnesota Department of Transportation (MnDOT) projects within the city will implement policies and procedures with the construction, reconstruction or other changes of transportation facilities on arterial streets to support the creation of Complete Streets including capital improvements, re-channelization projects and major maintenance, recognizing that all streets are different and in each case user needs must be balanced.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY OF LA CRESCENT AS FOLLOWS:

SECTION I. La Crescent will plan for, design and construct all new City transportation improvement projects to provide appropriate accommodation for pedestrians, bicyclists, transit riders, and persons of all abilities, while promoting safe operation for all users, as appropriate.

SECTION II. La Crescent will incorporate Complete Streets principles into Transportation Strategic Plans and other city plans, as appropriate.

SECTION III. Freight is important to the basic economy of La Crescent and has unique right-of-way needs to support that role, freight will be the major priority on streets classified as Major Truck Streets. Complete Streets improvements that are consistent with freight mobility but also support other modes may be considered on these streets.

SECTION IV. The City Administrator and the Bicycle Pedestrian Committee Chair will serve in advisory capacity to the City Council regarding preliminary design for transportation projects. The City Council retains final authority regarding design for transportation projects.

SECTION V. Complete Streets principles will not apply:

- a. to repairs made pursuant to limited term projects and repairs;
- b. to ordinary maintenance activities designed to keep assets in serviceable condition (e.g., mowing, cleaning, sweeping, spot repair and surface treatments such as chip seal, or interim measures on detour or haul routes);

- c. where the City Administrator, with advice from the City Engineer, issues a documented exception to the City Council concluding that application of Complete Streets principles is unnecessary or inappropriate because it would be contrary to the best interest of the City; or
- d. where other available means or factors indicate an absence of need, including future need.

SECTION VI. Complete Streets may be achieved through single projects or incrementally through a series of smaller improvements or maintenance activities over time. It is the Council's intent that all sources of transportation funding be drawn upon to implement Complete Streets. The City believes that maximum financial flexibility is important to implement Complete Streets principles.

SECTION VII. EFFECTIVE DATE. This Ordinance shall become effective upon its due passage and enactment and publication according to law.

PASSED AND ENACTED this 9<sup>th</sup> day of December, 2019.

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Mayor

ATTEST:

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

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

and Member Cheryl Jostad voted against the same. The ordinance was declared duly passed and adopted by a 4-1 vote.

City Council reviewed the need for a 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 536 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH "OFFICIAL COPY" SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR**

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

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.

The third recommendation from the Planning Commission was that the Solsmart Ordinance changes be approved. The steps taken for Solsmart also count for GreenStep Cities points. The City has recently been awarded Solsmart Bronze designation for advancing solar energy growth. Adopting the changes would move the City closer to the Silver Solsmart category. City Building/Zoning Official Wetterlin reviewed Ordinance No. 537 with City Council. Following discussion, Member O'Donnell-Ebner introduced the following Ordinance, and moved its passage and adoption:

### **ORDINANCE NO. 537**

#### **AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING CHAPTER 12 OF THE ZONING ORDINANCE**

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

**SECTION I:** That Chapter 12 of the Zoning Ordinance is hereby amended as follows:

A. 12.10, Subd. 16 and 12.26, Subd. 2 are hereby deleted and replaced with the following:

See Attached Exhibit A

B. The following definitions will be added alphabetically in 12.55 – DEFINITIONS LISTED:

See Attached Exhibit B

**SECTION II:** This provision shall become effective from and after due passage and enactment and publication, according to law.

PASSED AND ENACTED this 9<sup>th</sup> day of December, 2019.

SIGNED:

\_\_\_\_\_  
Mikel Poellinger, Mayor

ATTEST:

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Bill Waller, City Administrator

The foregoing motion 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 ordinance was declared duly passed and adopted.

City Council reviewed the need for a 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 Hutchinson then made a motion, seconded by Member O'Donnell-Ebner as follows:

**MOTION THAT A PRÉCIS FORMAT OF SAID ORDINANCE 537 BE PUBLISHED IN THE OFFICIAL NEWSPAPER OF THE CITY AND WITH "OFFICIAL COPY" SO MARKED BE KEPT ON FILE IN THE OFFICE OF THE CITY ADMINISTRATOR**

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

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 – 2020 PROFESSIONAL SERVICES AGREEMENTS**

City Administrator Waller reviewed with City Council the 2020 professional service agreements/contracts with City Council regarding WHKS & Co. for engineering, Wieser Law Office for legal, Terry Erickson for Community Development, and Jason Ludwigson for Sustainability Coordinator for the City of La Crescent. It was recommended to City Council to approve the 2020 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 \$34.50 per hour to \$35.70 per hour for Community Development and an increase in the fee charged by Jason Ludwigson from \$25.00 per hour to \$28.00 per hour for Sustainability Coordinator. Following discussion, the following Motions were made:



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

**MOTION TO APPROVE THE 2020 FEE SCHEDULE WITH WHKS & CO. AS PRESENTED FOR ENGINEERING SERVICES.**

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.

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

**MOTION TO APPROVE THE 2020 FEE SCHEDULE WITH WIESER LAW OFFICE, P.C. AS PRESENTED FOR LEGAL SERVICES.**

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.

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

**MOTION TO APPROVE AN INCREASE IN THE HOURLY FEE OF TERRY ERICKSON FOR COMMUNITY DEVELOPMENT TO \$35.70 PER HOUR.**

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.

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

**MOTION TO APPROVE AN INCREASE IN THE HOURLY FEE OF JASON LUDWIGSON FOR SUSTAINABILITY COORDINATOR TO \$28.00 PER HOUR.**

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
Dale Williams	Yes
Mike Poellinger	Yes

Member Teresa O’Donnell-Ebner abstained from voting and none voted against the same. The motion was declared duly carried by a 4-0 vote.

**ITEM 3.6 – 2020 LICENSE RENEWALS**

City Council reviewed a list of proposed license renewals for 2020. 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 2020 FOR THE FOLLOWING:**

**LIQUOR OFF- SALE – MINEGAR’S SPORTS HUB**

**LIQUOR ON-SALE - MINEGAR’S SPORTS HUB**

**LIQUOR SUNDAY - MINEGAR’S SPORTS HUB**

**GAS INSTALLERS – REPLACEMENT PROS LLC**

**SOLID WASTE – HARTER’S TRASH & RECYCLING INC**

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 – FINAL PAYMENT – VETERANS PARK PROJECT**

City Administrator Waller reviewed with City Council a Memo from City Engineer Tim Hruska regarding the Veterans Park parking lot project which constructed a parking facility and associated storm sewer project. The

project was in conjunction with the Hotel and Event Center projects. The contractor has completed the punch list for the project, and it was recommended to approve final payment to Griffin Construction Co., Inc. for the project. This final payment would begin a two-year maintenance bond. Following discussion, Member Williams made a motion, seconded by Member Jostad, as follows:

**MOTION TO AUTHORIZE FINAL PAYMENT IN THE AMOUNT OF \$42,799.29 TO GRIFFIN CONSTRUCTION CO. INC. FOR THE VETERANS PARK PARKING LOT PROJECT WHICH WILL INITIATE THE START OF THE TWO-YEAR MAINTENANCE BOND.**

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 RECOMMENDATIONS**

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

1. A tentative agreement has been reached with the LELS Union (Police) on a three year contract agreement that covers 2020 thru 2022. The agreement includes an increase in the City's contribution to insurance and an increase in wages, along with language changes to the union contract. In 2020, the City's contribution to the family coverage would increase by \$160 per month, and the City's contribution to single coverage would increase by \$80 per month. In both 2021 and 2022, the City's contribution to the family coverage would increase by \$50 per month, and the City's contribution to single coverage would increase by \$30 per month. There was no increase in the City's insurance contribution in 2019. The agreement includes a 3% wage increase in 2020, a 3.25% wage increase in 2021, and a 3.5% wage increase in 2022. The insurance and wage increase for 2020 in the LELS agreement are consistent with the increases in the AFSCME union contract for 2020. There are funds in the general fund budget for this increase. City Council reviewed a summary of the tentative agreement.
2. That the same wage and insurance increases as approved in the LELS agreement be extended to City employees that are not represented by a bargaining unit for the years 2020 thru 2022. This includes the City Administrator, Finance Director, Police Chief and Golf Course Superintendent.
3. That the same wage increases for 2020 thru 2022 be approved for the members of the Fire Department.

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

**MOTION TO APPROVE THE THREE (3) YEAR LELS UNION (POLICE) CONTRACT AGREEMENT THAT COVERS 2020-2022 AS PRESENTED USING FUNDS IN THE GENERAL FUND BUDGET FOR THIS INCREASE.**

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

**MOTION TO APPROVE THE SAME WAGE AND INSURANCE INCREASES IN THE LELS UNION (POLICE) CONTRACT AGREEMENT TO CITY EMPLOYEES NOT REPRESENTED BY A BARGAINING UNIT FOR 2020-2022 (CITY ADMINISTRATOR, FINANCE DIRECTOR, POLICE CHIEF AND GOLF COURSE SUPERINTENDENT).**

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

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

**MOTION TO APPROVE THE SAME WAGE INCREASES IN THE LELS UNION (POLICE) CONTRACT AGREEMENT FOR MEMBERS OF THE FIRE DEPARTMENT FOR 2020-2022.**

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

Mayor Mike Poellinger abstained from voting and none voted against the same. The motion was declared duly carried by a 4-0 vote.

**ITEM 3.9 – AUTHORIZE EXPENDITURE – POLICE DEPARTMENT**

La Crescent Police Chief Stavenau reviewed with City Council that the Police Department struggles with space constraints and would like to maximize available office space with the purchase of new evidence lockers. Currently the evidence room is located in the front office area and over the years has transformed into a multi-purpose general storage area. The Police Department has an approximate 11' x 7' room located in the back

patrol officer area that has served multi-purposes over the years, including at one time being a temporary holding cell. This room has also transformed with time and is currently being used for storage. The intent of the locker purchase would be to move the evidence storage out of the current evidence room into the back room maintaining the integrity of a limited access dedicated evidence storage space. It was recommended to City Council to authorize the purchase of lockers from Fastenal in the amount of \$5,752.00 and that funds for the purchase be used from the Police Department asset forfeiture fund. By purchasing the commercially produced units it is anticipated they could be moved or even reconfigured to fit any future space that may become available. Following discussion, Member Williams made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO AUTHORIZE THE PURCHASE OF NEW EVIDENCE LOCKERS FROM FASTENAL IN THE AMOUNT OF \$5,752.00 FOR THE LA CRESCENT POLICE DEPARTMENT AND THAT FUNDS FOR THE PURCHASE BE USED FROM THE POLICE DEPARTMENT ASSET FORFEITURE FUND.**

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 3.10 – DOWNTOWN DEVELOPMENT REVIEW**

City Administrator Waller gave an overview to City Council regarding the tour of new City Hall's in the cities of New Hope and Carver that had opened in the last few months that a group of City representatives took on December 2, 2019. The group included Bill Waller, Mike Poellinger, Dave Holstrom, Teresa O'Donnell-Ebner, Kasey Gentry, Debbie Shimshak, and Angie Boettcher. City Council reviewed information on each of these facilities. Discussion ensued. This item was informational, and no action was taken.

**ITEM 6.1 – STAFF CORRESPONDENCES/COMMITTEE UPDATES – GOLF COMMISSION MINUTES – NOVEMBER 7, 2019**

City Council reviewed the Minutes from the November 7, 2019 La Crescent Golf Commission. No action taken.

**ITEM 6.2 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – MINNESOTA SAFEST CITY RECOGNITION**

City Council reviewed the November 9, 2019 correspondence to La Crescent Police Department Administrative Assistant Lisa Olson and Sgt. Justin Thorsen from Chief Stavenau recognizing their efforts in helping the City of La Crescent receive a ranking of the 4<sup>th</sup> safest city in the State of Minnesota. No action taken.

**ITEM 8 – CHAMBER OF COMMERCE**

Dewey Severson from the La Crescent Chamber of Commerce updated City Council on Christmas in La Crescent.

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

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

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:20 PM.

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

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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