

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
FEBRUARY 8, 2021

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of February was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, February 8, 2021.

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, 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 – JANUARY 25, 2021
- 1.2 BILLS PAYABLE THROUGH FEBRUARY 4, 2021

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member Hutchinson 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 – REVIEW CARES ACT FUNDING**

City Administrator Waller reviewed with City Council his memo to City Council detailing the Federal Coronavirus Aid, Relief, and Economic Security (CARES) Act and the allocation of funds by the City. Discussion followed with comments from Members Ryan Hutchinson, Dale Williams, Teresa O'Donnell-Ebner and Cheryl Jostad. This item was informational, and no action was taken.

**ITEM 3.2 – WISCONSIN DNR – VARIANCE REQUEST OBJECTION**

As a follow-up to an item on the January 25, 2021 City Council agenda, City Attorney Wieser reviewed with City Council the response submitted to the Wisconsin DNR regarding the City of La Crosse’s request for a variance from the DNR Administrative Code. This item was informational, and no action was taken.

**ITEM 3.3 – 2021 COMMISSION APPOINTMENT**

Due to Jason Ludwigson's expanded role as the City's Sustainability Coordinator, Mr. Ludwigson will be voluntarily stepping down from his position on the Planning Commission. Mr. Ludwigson will continue to serve as a staff contact to the Planning Commission in an ex-officio capacity. Effective today, Mayor Poellinger is recommending that the City Council appoint Greg Husmann to the Planning Commission to fill this vacancy. The current term which Mr. Husmann will be completing runs through 2022. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

**MOTION TO APPOINT GREG HUSMANN TO THE PLANNING COMMISSION WITH TERM TO RUN THROUGH 2022 TO FILL THE VACANCY OF JASON LUDWIGSON.**

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

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

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

**ITEM 3.4 – AUTHORIZE CAPITAL EXPENDITURE**

City Council reviewed a memo from Kara Tarrence, City Accountant, regarding a request from the Water Department for permission to purchase a new handheld to be used by the Maintenance staff to read water meters throughout the City. The handheld records the current read on the water meter which then calculates the water usage for quarterly utility billing. The handheld reader that the Maintenance staff has is outdated and can no longer support system updates by the manufacturer. This could cause the City to have issues of not being able to get reads off of meters in the future. The City has received a quote of \$7,000.00 to purchase the new handheld from Core & Main. This would be paid for out of the water fund operating budget. City Council reviewed the quote from Core & Main for the 7502 Handheld. The City has been anticipating the need to purchase a new handheld, and waited for the manufacturer to come out with the newest version, which was just released last month. It was recommended to City Council to approve the purchase of the 7502 Handheld to read water meters. Following discussion, Member Jostad made a motion, seconded by Member O’Donnell-Ebner as follows:

**MOTION TO APPROVE THE PURCHASE OF A 7502 HANDHELD TO READ CITY WATER METERS FROM CORE & MAIN FOR \$7,000.00 USING FUNDS FROM THE WATER FUND OPERATING BUDGET.**

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

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

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

### **ITEM 3.5 – PLANNING COMMISSION MINUTES – FEBRUARY 2, 2021**

City Attorney Wieser reviewed with City Council the Minutes from the February 3, 2021 Planning Commission. This item was informational, and no action was taken.

### **ITEM 3.6 – WAGON WHEEL PROJECT FINANCING REVIEW**

City Administrator Waller reviewed with City Council the financing for the Wagon Wheel Phase 3 project. With both Phase 1 and Phase 2 of the project, the City was able to carry the costs of the project internally, with funds available at the time. However, this is not the case with Phase 3 of the project. City Council reviewed a preliminary cash flow estimate for the project. It is common practice for cities to seek financing for projects that are grant funded and exceed the internal capabilities of the community. In the coming months the City's Finance Director, Debbie Shimshak, will be working with the banks in the community to put together a short-term financing package for the project. City Attorney Wieser will be working to put together the legal documents necessary to satisfy the borrowing requirements of the City. This will be done in the most cost-effective means there is for the City. This item was informational, and no action was taken.

### **ITEM 6.1 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – GREENSTEP MINUTES - JANUARY 20, 2021**

City Council reviewed the Minutes from the January 20, 2021 La Crescent GreenStep Committee meeting. No action taken.

### **ITEM 6.2 – EXPLORE LA CROSSE**

City Council reviewed the Minutes from the November 17, 2020 and December 21, 2020 La Crosse County Convention & Visitors Bureau Online Board Meetings. No action taken.

### **ITEM 8 – CHAMBER OF COMMERCE**

Sarah Dohnalik of the La Crescent Chamber of Commerce gave an update to City Council regarding the Chamber's Annual Meeting which will be virtual.

Houston County Commissioner, Dewey Severson, reviewed the County funding for small businesses and an update on vaccines for COVID-19 in the County. Houston County has administered 696 vaccines and 2,300 people in Houston County have been vaccinated.

There being no further business to come before the Council at this time, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, 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 6:01 PM.

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

SIGNED:

\_\_\_\_\_

Mayor

ATTEST:

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