

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
APRIL 25, 2016

Pursuant to due call and notice thereof, the second meeting of the City Council of the City of La Crescent for the month of April was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, April 25, 2016, 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, and Mayor Mike Poellinger. Members absent: Dale Williams, excused. 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 – APRIL 11, 2016
- 1.2 BILLS PAYABLE THROUGH APRIL 21, 2016
- 1.3 CASH BALANCE/ACTIVITY REPORT – MARCH 2016
- 1.4 LIBRARY REPORT – MARCH 2016

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
Mike Poellinger	Yes

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

**ITEM 3.1 – 2016 MINNESOTA COMMUNITY FORESTRY AWARD**

The City of La Crescent has received the 2016 Minnesota Community Forestry Treescaping Award. Assistant Utility Maintenance Supervisor Elliott Wieser attended the Minnesota Shade Tree Course in March and accepted the award on behalf of the City of La Crescent. Mr. Wieser reviewed with City Council the City's tree planting/landscaping efforts and presented the award to Mayor Poellinger. The City has participated in the MnDOT Landscape Partnership Program since 2009 and has completed 7 partnership program projects that

have included the planting of more than 330 trees, 160 shrubs and 2,200 plants. The City has received over \$59,400 in grant funds towards these improvements. Member Buehler made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO ACCEPT THE 2016 MINNESOTA COMMUNITY FORESTRY TREESCAPING AWARD.**

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
Mike Poellinger	Yes

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

**ITEM 3.2 – LEASE AMENDMENT**

City Administrator Waller reviewed with City Council a proposed amendment to the lease agreement with the State of Minnesota, Department of Administration, which would allow the State to continue to use the space at City Hall for a driver’s exam station. It was recommended to City Council to approve the proposed lease amendment for the additional five year period of time, and to authorize the Mayor and City Administrator to sign the lease amendment. Following discussion, Member Krenz made a motion, seconded by Member Hutchinson, as follows:

**MOTION TO APPROVE AN AMENDMENT TO THE LEASE AGREEMENT WITH THE STATE OF MINNESOTA, DEPARTMENT OF ADMINISTRATION, WHICH WOULD ALLOW THE STATE TO CONTINUE TO USE THE SPACE AT CITY HALL FOR A DRIVER’S EXAM STATION FOR AN ADDITIONAL FIVE YEARS, AND TO AUTHORIZE THE MAYOR AND CITY ADMINISTRATOR TO SIGN THE LEASE AMENDMENT.**

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
Mike Poellinger	Yes

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

**ITEM 3.3 – PLANNING COMMISSION MINUTES – APRIL 5 & 6, 2016**

City Administrator Waller reviewed with City Council the Minutes from the April 5 and April 6, 2016 Planning Commission meetings. This was informational and no action was taken.

**ITEM 3.4 – INSURANCE LIABILITY**

City Administrator Waller gave an overview to City Council regarding renewing its general liability insurance coverage with the League of Minnesota Cities Insurance Trust and adopting a liability coverage waiver form. The City’s insurance agent recommended the City Council not waive the monetary limits as it has done in the past. Following discussion, Member Krenz made a motion, seconded by Member Buehler, as follows:

**MOTION TO ADOPT THE LIABILITY COVERAGE WAIVER FORM NOT WAIVING THE MONETARY LIMITS FOR THE CITY OF LA CRESCENT’S 2016 GENERAL LIABILITY INSURANCE COVERAGE WITH THE LEAGUE OF MINNESOTA CITIES INSURANCE TRUST.**

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
Mike Poellinger	Yes

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

**ITEM 3.5 – CALL FOR SPECIAL CITY COUNCIL/PLANNING COMMISSION MEETING**

It was recommended that City Council call for a special City Council/Planning Commission meeting at 5:30 PM on Tuesday, May 31, 2016, at the La Crescent City Hall, for the purpose of reviewing the draft of the update to the City Comprehensive Plan. The members of the logistics team and the chairs of the various task groups will also be invited to the meeting. Following discussion, Member Buehler made a motion, seconded by Member Krenz, as follows:

**MOTION TO CALL FOR A SPECIAL CITY COUNCIL/PLANNING COMMISSION MEETING ON MAY 31, 2016, AT 5:30 PM AT THE LA CRESCENT CITY HALL, FOR THE PURPOSE OF REVIEWING THE DRAFT OF THE UPDATE TO THE CITY COMPREHENSIVE PLAN.**

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
Mike Poellinger	Yes

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

**ITEM 3.6 – AUTHORIZE SALE OF VEHICLE**

City Council reviewed a memo from La Crescent Police Chief Stavenau requesting the permission to sell the 2010 Dodge Charger. The vehicle was initially purchased as a Capital Expenditure item in 2010 for use as a squad car. The vehicle was removed from emergency service shortly after reaching 100,000 miles and was repurposed for use by the Building and Zoning Office. The vehicle will be sold through MinnBid, a State of

Minnesota Surplus Public Auction website requiring minimal staff time to complete the sale. Following discussion, Member Hutchinson made a motion, seconded by Member Krenz, as follows:

**MOTION TO AUTHORIZE THE SALE OF THE 2010 DODGE CHARGER CURRENTLY BEING USED BY THE BUILDING AND ZONING OFFICE THROUGH MINNBID, A STATE OF MINNESOTA SURPLUS PUBLIC AUCTION 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
Mike Poellinger	Yes

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

**ITEM 3.7 – AUTHORIZE CAPITAL EXPENDITURES**

City Administrator Waller gave an overview to City Council regarding the capital outlay portion of the 2016 general fund budget which includes \$2,500 for the acquisition of a starting platform and a line storage reel at the pool, and \$20,000 for the replacement of the City’s computer servers. The following was recommended to City Council:

1. That the City Council approve the purchase of a low profile starting platform and a line storage reel from The Lifeguard Store, in the amount of \$2,470.00.
2. That the City Council approve the replacement of the City’s current 7 year old servers, with a new server and service provided by EOJohnson, in the amount of \$19,773.03.
3. That the City Council approve the purchase of a new backup server provided by EOJohnson in the amount of \$5,330.99. This cost is not included in the City’s 2016 general fund budget, however by doing so the City’s annual maintenance agreement would be reduced by \$3,200 per year. It is recommended that City Council amend the 2016 general fund budget to reflect this expenditure.

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

**MOTION TO APPROVE THE PURCHASE OF A LOW PROFILE STARTING PLATFORM AND A LINE STORAGE REEL FROM THE LIFEGUARD STORE IN THE AMOUNT OF \$2,470.00; AND APPROVE NEW SERVER AND SERVICE AND NEW BACKUP SERVER FOR THE CITY PROVIDED BY EOJOHNSON IN THE AMOUNT OF \$25,103.03; AND TO AMEND THE 2016 GENERAL FUND BUDGET TO REFLECT THIS EXPENDITURE.**

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
Mike Poellinger	Yes

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

**ITEM 6.1 – STAFF CORRESPONDENCES/COMMITTEE UPDATES – PARK AND RECREATION COMMISSION MINUTES – 4/18/16**

City Council reviewed the Minutes from the April 18, 2016 La Crescent Park and Recreation Commission meeting. It is recommended that the 2017 general fund budget contain funds to replace the playground equipment at John S. Harris Park. No action taken.

**ITEM 8 – CHAMBER OF COMMERCE**

The La Crescent Chamber of Commerce gave an update on the Slice of Life run.

There being no further business to come before the Council at this time, Member Krenz made a motion, seconded by Member Hutchinson, 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
Mike Poellinger	Yes

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 5:39 PM.

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

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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