

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
JUNE 14, 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 June was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, June 14, 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 Engineer Tim Hruska, 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 – MAY 24, 2021
- 1.2 BILLS PAYABLE THROUGH JUNE 10, 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. It was recommended to remove Item 1.1, the Minutes from the May 24, 2021 City Council Meeting and have them presented at the June 28, 2021 City Council Meeting. Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

A MOTION TO APPROVE ITEM 1.2 – BILLS PAYABLE THROUGH JUNE 10, 2021, AND TO REMOVE ITEM 1.1 – MINUTES - MAY 24, 2021 AND HAVE THE MINUTES PRESENTED AT THE JUNE 28, 2021 CITY COUNCIL 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
Cheryl Jostad	Yes
Teresa O'Donnell-Ebner	Yes
Mike Poellinger	Yes

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

ITEM 3.1 – REVIEW WILDWOOD STORMWATER PROJECT

City Engineer Hruska reviewed with City Council that on June 2, 2021, he and City Administrator Waller, along with City Council Members Dale Williams and Cherryl Jostad, met with the property owners in the Wildwood development that would be served by the stormwater improvement project. City Engineer Hruska reviewed the project with those in attendance, and proposed a cost-split for the project where the City would pay one-half of the project costs, and the impacted property owners would pay the other one-half of the project cost. Both of the property owners have indicated a willingness to pay \$2,500.00 each towards the project. City Council reviewed a correspondence from one of the property owners, along with the plat and grading plan for the development. City Council also reviewed an Agenda Request from Jerry Steffes to address the Council regarding the Wildwood stormwater project. Member Jostad made a request for a development agreement related to the project. It was recommended to City Council to have this tabled and continued to the next City Council Meeting. Following discussion, Member Williams made a motion, seconded by Member O’Donnell-Ebner, as follows:

MOTION TO HAVE THIS ITEM CARRIED OVER TO THE NEXT CITY COUNCIL MEETING ON JUNE 28, 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 3.2 – REVIEW HIGH SCHOOL DITCH STORMWATER PROJECT

City Engineer Hruska reviewed with City Council that the City Staff has received notifications from local residents that the Redwood drainage ditch, south of South 11th Street, has been experiencing bank erosion. City Staff has reviewed the site with the adjacent property owners to the east. The school owns the property and is adjacent on the west side. It appears that the City does have a drainage easement for the area. The City Engineer met with local contractors today to review a short-term solution and obtain quotes for a project. The City will also be reviewing the area for a potential long-term solution. It was the consensus of City Council to have the City Engineer obtain quotes on a short-term project and to have him put together a scope for a long-term project. No action taken.

ITEM 3.3 – REVIEW 2022 STREET IMPROVEMENT PROJECT

City Engineer Hruska reviewed with City Council the construction cost estimates for streets that are tentatively being planned for in the 2022 street improvement project. Funding for the project may include a combination of Municipal State Aid funds along with street reconstruction bonds issued under the authority of the City's 5-year Street Reconstruction Plan. This item was informational, and no action was taken.

ITEM 3.4 – REVIEW WALNUT STREET IMPROVEMENT PROJECT

City Engineer Hruska reviewed with City Council that the City's Local Road Improvement Project application that was submitted to MnDOT for the Walnut Street Improvement project was not approved for funding. City Engineer Hruska discussed with City Council cost saving options and alternatives that the City Council may want to consider. It was originally planned to have an on-site meeting at the June 28th City Council meeting. It was recommended to City Council that the on-site meeting be held at a July City Council meeting. This item was informational, and no action was taken.

ITEM 3.5 – RESOLUTIONS – AGREEMENTS FOR MONITORING

City Engineer Hruska reviewed with City Council two Resolutions approving the archaeological monitoring requirements related to the construction of the bicycle/pedestrian bridge. City Engineer Hruska also provided an update on the project.

Following review and discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 06-21-19

AGREEMENT FOR ARCHAEOLOGICAL MONITORING WAGON WHEEL TRAIL – PHASE 3, HIGHWAY 61/14 PEDESTRIAN BRIDGE IN LA CRESCENT (SP 236-090-003)

WHEREAS, The City of La Crescent has agreed to act as sponsoring agency for a "Transportation Enhancements" project identified as Wagon Wheel Trail – Phase 3, and

WHEREAS, Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations, and

WHEREAS, the MnDOT Cultural Resources Unit has given notice that archaeological monitoring during project construction will be needed for assessment of impacts and completion of environmental documentation for the proposed project, and

WHEREAS, the proposed budget amount for aforementioned archaeological monitoring is \$50,738.23, and

WHEREAS, the local share of subject budget is 20%.

NOW, THEREFORE, BE IT RESOLVED that the City of La Crescent does hereby agree to provide the local share of the proposed budget for the stated archaeological monitoring, currently estimated at \$10,147.65.

BE IT FURTHER RESOLVED that the Mayor and City Administrator for the City of La Crescent are hereby authorized and directed for and on behalf of the City of La Crescent to execute and enter into an agreement with the Commissioner of Transportation.

ADOPTED this 14th day of June, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by Member Jostad 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 motion was declared duly carried and the resolution duly passed and adopted.

Following review and discussion, Member Jostad introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 06-21-20

**AGREEMENT FOR TRIBAL MONITORING
WAGON WHEEL TRAIL – PHASE 3, HIGHWAY 61/14 PEDESTRIAN BRIDGE
IN LA CRESCENT (SP 236-090-003)**

WHEREAS, The City of La Crescent has agreed to act as sponsoring agency for a "Transportation Enhancements" project identified as Wagon Wheel Trail – Phase 3, and

WHEREAS, Sponsorship includes a willingness to secure and guarantee the local share of costs associated with this project and responsibility for seeing this project through to its completion, with compliance of all applicable laws, rules and regulations, and

WHEREAS, the MnDOT Cultural Resources Unit has given notice that tribal monitoring will be needed during project construction for assessment of impacts and completion of environmental documentation for the proposed project, and

WHEREAS, the proposed budget amount for the aforementioned tribal monitoring is \$26,602.00, and

WHEREAS, the local share of subject budget is 20%.

NOW, THEREFORE, BE IT RESOLVED that the City of La Crescent does hereby agree to provide the local share of the proposed budget for the stated tribal monitoring, currently estimated at \$5,320.40.

BE IT FURTHER RESOLVED that the Mayor and City Administrator for the City of La Crescent are hereby authorized and directed for and on behalf of the City of La Crescent to execute and enter into an agreement with the Commissioner of Transportation.

ADOPTED this 14th day of June, 2021.

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;

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 3.6 – INFORMATION TECHNOLOGY MANAGEMENT AGREEMENT

City Administrator Waller reviewed with City Council that the City's 3-year information technology management agreement with Locknet is set to expire in June of 2021. It was recommended to City Council to approve a 3-year extension of the agreement with Locknet in the amount of \$4,100.00 per month. The monthly fee for the previous 3 years was \$3,850.00 per month. The increase is due in part to the addition of new computers along with added safety precautions. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE A 3-YEAR EXTENSION OF THE INFORMATION TECHNOLOGY MANAGEMENT AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND LOCKNET IN THE AMOUNT OF \$4,100.00 PER MONTH.

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 – ON-SALE LIQUOR/WINE LICENSE APPLICATION

City Administrator Waller reviewed with City Council a memo from Chris Fortsch, City Administrative Clerk, regarding applications for an On-Sale Wine License and a 3.2 On-Sale Liquor License from the La Crescent Hotel Group LLC/Best Western Plus. The City Council had voted in favor at the December 14, 2020 council meeting to waive the On-Sale liquor license fees for 2021 due to the impact of COVID-19. Therefore, it was recommended to City Council to waive the fees for 2021 for the La Crescent Hotel Group as well. The applications appear to be in order, and it was recommended to City Council to approve the applications, authorize that they be forwarded to the Minnesota Department of Public Safety, and that the fee be waived.

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

MOTION TO APPROVE THE APPLICATIONS FOR AN ON-SALE WINE LICENSE AND A 3.2 ON-SALE LIQUOR LICENSE FOR THE LA CRESCENT HOTEL GROUP LLC/BEST WESTERN PLUS, AUTHORIZE THE APPLICATIONS BE FORWARDED TO THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY, AND WAIVE THE ON-SALE LIQUOR LICENSE FEES FOR 2021.

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 3.8 – RESOLUTION TO ACCEPT DONATIONS

City Council reviewed a Resolution regarding the acceptance of a donation to the City for the month of May, 2021. Following review and discussion, Member Jostad introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 06-21-21

RESOLUTION ACCEPTING DONATIONS MADE TO THE CITY OF LA CRESCENT IN MAY, 2021

WHEREAS, the following donation was made to the City of La Crescent in the month of May, 2021:

1. Patricia Woodworth wishes to donate \$50.00 to the La Crescent Police Department for National Night Out.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donation stated above.

ADOPTED this 14th day of June, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

The motion for the adoption of the foregoing resolution 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 motion was declared duly carried and the resolution duly passed and adopted.

ITEM 3.9 – TRANSFER OF OWNERSHIP – LIQUOR LICENSE

City Council reviewed a memo from City Administrative Clerk, Chris Fortsch, regarding the ownership of the Swing Bridge Pub changing hands effective June 15, 2021. Austin Wieser is selling his interest to Tiffany Kimball & Amy Hill. Ms. Kimball & Ms. Hill have completed the applications required by the State of Minnesota to update the 2021 liquor licenses. The City Council voted in favor at the December 14, 2020 council meeting to waive the on-sale liquor license fees for 2021 due to the impact of COVID-19. Therefore, it was recommended that City Council waive the fees for 2021 for Shorey Acres, LLC, dba Swing Bridge Pub, as well due to the change in ownership. The applications appear to be in order, and it was recommended that the City Council approve the applications so they can be forwarded on to the state.

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

MOTION TO APPROVE THE APPLICATIONS REQUIRED BY THE STATE OF MINNESOTA TO UPDATE THE 2021 LIQUOR LICENSES OF THE SWING BRIDGE PUB TO SHOREY ACRES, LLC, DBA SWING BRIDGE PUB, WAIVE THE ON-SALE LIQUOR LICENSE FEES FOR 2021, AND FORWARD TO THE STATE OF MINNESOTA.

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 – TRANSFER OF OWNERSHIP – LIQUOR LICENSE

City Council reviewed a memo from City Administrative Clerk, Chris Fortsch, regarding the ownership of La Crescent Wine & Spirits changing hands effective June 28, 2021. Mark Swenson / Swenny II, Inc. is selling his interest to Mark Nolop and Valerie Smith-Rosenow / M-V Enterprises, Inc. Mr. Nolop and Ms. Smith-Rosenow have completed the application required by the State of Minnesota to update the 2021 liquor license. It was recommended to City Council to approve the application and forward to the State of Minnesota. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

MOTION TO APPROVE THE APPLICATION REQUIRED BY THE STATE OF MINNESOTA TO UPDATE THE 2021 LIQUOR LICENSE OF LA CRESCENT WINE & SPIRITS TO MARK NOLOP AND VALERIE SMITH-ROSENOW / M-V ENTERPRISES, INC., AND FORWARD TO THE STATE OF MINNESOTA.

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 3.11 – CITY COUNCIL APPOINTMENT

City Administrator Waller reviewed with City Council that City Council member Teresa O'Donnell-Ebner is the City's representative to the City's GreenStep Committee. In that role, it was recommended to City Council to appoint Teresa O'Donnell-Ebner to the Minnesota Cities Climate Caucus. The Caucus is organized by the Great Plains Institute, and is focused on state policy and regulations that help cities meet

their climate and clean energy goals. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

MOTION TO APPOINT TERESA O'DONNELL-EBNER TO THE MINNESOTA CITIES CLIMATE CAUCUS.

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 3.12 – OFFER TO PURCHASE PROPERTY

City Administrator Waller reviewed with City Council that the property at 332 1st Street South was put up for sale by the owners. This property is located just east of the Community Building/Fire Station. This past week the City met with the property owners to discuss the City's interest in the property. The City was advised that the asking price was \$190,000, and that they had an offer in excess of their asking price. On behalf of the City, City Staff verbally offered \$200,000.00, contingent upon approval by the City Council. Since the initial meeting, the property owners have increased their asking price to \$230,000.00. The property owner's representative, Laurel Junk, was in attendance at the meeting and provided an update on the property. It was recommended to City Council to offer \$230,000.00 for the purchase of the property. Following discussion, Member Williams made a motion, seconded by Member Hutchinson as follows:

MOTION TO SUBMIT AN OFFER TO PURCHASE THE PROPERTY AT 332 1ST STREET SOUTH IN THE AMOUNT OF \$230,000.00.

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 further discussion, Member Jostad made a motion, seconded by Member Williams as follows:

MOTION TO AUTHORIZE THE CITY ATTORNEY TO PREPARE THE PURCHASE AGREEMENT AND DIRECT CITY STAFF TO PREPARE AN INTENT TO REIMBURSE WITH BONDS RESOLUTION.

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 3.13 – A TRIBUTE

City Council reviewed a tribute from City Administrator Waller to the City's Community Development Director Terry Erickson who passed away on Monday, June 7, 2021, from injuries that he sustained in a bicycle accident the previous week. Terry's life, legacy, and impact will be felt throughout La Crescent and Southeastern Minnesota for many years to come. This item was informational, and no action was taken.

ITEM 5.1 – MAYOR'S COMMENTS – RESPONSE TO STUDENTS

City Council reviewed a letter from Mayor Poellinger in response to the student who wrote to the City regarding litter in the City. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

Eric Minor of the La Crescent Chamber of Commerce gave City Council an update.

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 6:58 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator