

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
JUNE 26, 2023

Pursuant to due call and notice thereof, the second 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 26th, 2023.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cherryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present were City Attorney Skip Wieser, City Administrator Bill Waller, and Deputy Clerk Angie Boettcher.

Also in attendance were Planning Commission Chair Greg Husmann, Community Development Director, Larry Kirch, and Library Director Jess Witkins.

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 – JUNE 12, 2023
- 1.2 BILLS PAYABLE THROUGH – JUNE 23, 2023
- 1.3

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. Deputy Clerk Angie Boettcher made two requested changes. Under bills payable, change payment of \$42,500 to Meuser, Yackley & Rowland Trust Account for Ryan Quanrud settlement. Under Item 3.7 add the wording “Annually: January – December” to the Short-term Rental Permit.

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

A MOTION TO APPROVE THE CONSENT AGENDA WITH THE CHANGE OF PAYMENT FROM RYAN QUANRUD TO MEUSSER, YACKLEY & ROWLAND TRUST ACCOUNT IN THE AMOUNT OF \$42,500 TO BILLS PAYABLE AND THE ADDITIONAL WORDING “ANNUALLY: JANUARY – DECEMBER” TO THE SHORT-TERM RENTAL PERMIT UNDER ITEM 3.7.

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.

2. PUBLIC HEARING/MEETING

5:30 PUBLIC HEARING – VACATION OF A PUBLIC ALLEY

At 5:30 pm the regular City Council meeting was adjourned for the Public Hearing on the vacation of a public alley. Representatives from Xcel were in attendance. Brian Sullivan from Xcel Energy gave a presentation to City Council regarding the request to vacate the alley on Sycamore St. along with the overall project of the Wagon Wheel Substation. No members of the public wished to comment.

The regular City Council meeting reconvened at 5:37 pm.

ITEM 3.1 – PLANNING COMMISSION MINUTES – JUNE 6, 2023

Planning Commission Chair Greg Husmann and Community Development Coordinator Larry Kirch reviewed June 6, 2023, Planning Commission minutes with City Council and recommendations for the Wagon Wheel Substation. The Planning Commission is recommending that City Council approve the Conditional Use Permit, and Preliminary Plat on the following conditions and findings:

City Council took into consideration the alley vacation petition submitted by Paul Shepardson for property located between 2nd and 3rd Streets east of Sycamore Avenue including the following findings:

Alley Vacation findings:

1. The alleyway has no utilized function in the city.
2. The alleyway does not abut a public waterway.

Following discussion, Member O'Donnell-Ebner introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 06-23-23

A RESOLUTION VACATING OF AN ALLEY UPON PETITION OF A MAJORITY OF ABUTTING LANDOWNERS.

WHEREAS, a petition signed by the majority of property owners abutting the alley described on Exhibit A in the City of La Crescent was received by the Deputy Clerk on the 3rd day of May, 2023; and

WHEREAS, the petition requested that the City Council pursuant to Minnesota Statute §412.851 vacate an alleyway legally described as:

See Exhibit A and illustrated on Exhibit B.

WHEREAS, the Deputy Clerk has reviewed and examined the signatures on said petition and determined that such signatures constitute a majority of the landowners abutting upon the alley to be vacated; and

WHEREAS, a public hearing to consider the vacation of such street was held on the 26th day of June, 2023, before the City Council in the City Hall located at 315 Main Street, La Crescent, Minnesota at 5:30 p.m. after due published and posted notice had been given, as well as personal mailed notice to all affected property owners by the City Clerk on the 14th day of June 2023 and all interested and affected persons were given an opportunity to voice their concerns and be heard; and

WHEREAS, any person, corporation or public body owning or controlling easements contained upon the property vacated, reserves the right to continue maintaining the same or to enter upon such way or portion thereof vacated to maintain, repair, replace or otherwise attend thereto; and

WHEREAS, the Council in its discretion has determined that the vacation will benefit the public interest because the proposed alley has never been utilized as an alley. The adjoining properties are in the process of being redeveloped for industrial purposes and the City's interest in the ally is, if any, should be vacated. Property owners to north and south are requesting vacation.

WHEREAS, the alleyway does not terminate upon any public waterways.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LA CRESCENT, MINNESOTA AS FOLLOWS:

That such petition for vacation is hereby granted and the alley described as follows is hereby vacated:

See Exhibit A and illustrated on Exhibit B.

BE IT FURTHER RESOLVED, that the Mayor and Deputy Clerk are hereby authorized to sign all documents necessary to effectuate the intent of this resolution and file notice of the vacation as required by law.

Passed by the City Council of La Crescent, Minnesota this 26th day of June, 2023.

Mayor

Attested:

Deputy Clerk

Exhibit A

Legal Description of Proposed Alley Vacation

That part of the 20-foot alley, Block 21, La Crescent Plat, according to the recorded plat thereof on file and recorded in the Office of the County Recorder, Houston County, Minnesota, described as follows:

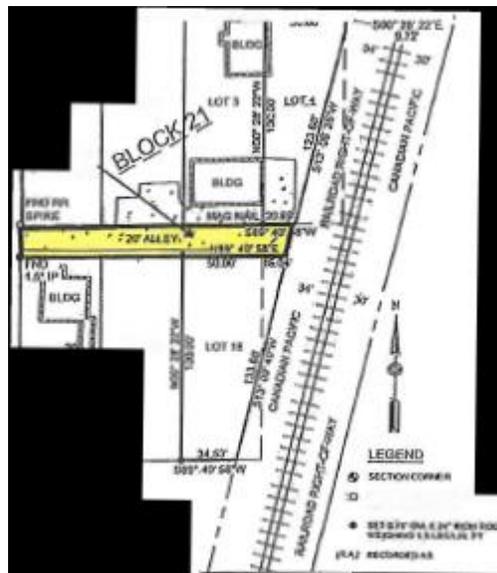
Commencing at the northwest corner of Section 10, Township 104 North, Range 4 West; thence North 88 degrees 46 minutes 06 seconds East along the north line of said Section 10, a distance of 2635.08 feet to the North Quarter corner of said Section 10; thence South 67 degrees 23 minutes 17 seconds East, a distance of 1003.55 feet to the southwest corner of Lot 1, Block 21, of said La Crescent Plat and the point of beginning of the tract to be described; thence North 89 degrees 48 minutes 38 seconds East along the south line of Lots 1, 2, 3, and 4, Block 21, of said La Crescent Plat, a distance of 171.03 feet to the westerly right-of-way of the Canadian Pacific Railroad as defined in Court File No. 28-CV-22-500 and Document A307993, filed in the Houston County Recorder's Office; thence South 13 degrees 04 minutes 25 seconds West along said railroad right-of-way, a distance of 20.55 feet to the north line of Lot 17, Block 21, of said La Crescent Plat; thence South 89 degrees 48 minutes 38 seconds West along the north line of Lots 17, 18, 19, and 20, Block 21, of said La Crescent Plat, a distance of 166.22 feet to the northwest corner of Lot 20, Block 21, of said La Crescent Plat; thence North 00 degrees 28 minutes 10 seconds West, a distance of 20.00 feet to the point of beginning.

Said description contains 3372.53 sq. ft. or 0.08 acres more or less.

Exhibit B

Alley Vacation Exhibit

N 3RD STREET



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, 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.

City Attorney Wieser reviewed the criteria for granting a CUP with the City Council. City Council took into consideration a Conditional Use Permit for the Wagon Wheel Electrical Substation based on the following finding of facts and conditions of approval:

Conditional Use Permit Findings:

- A. **That the conditional use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the immediate vicinity.**

Finding:

The proposed Electric Substation will not be injurious to the surrounding property owners. The subject property and surrounding properties are zoned for industrial uses and electric substation are a use that is consistent with the zoning district. Surrounding properties include rental mobile homes to the west, shops, and manufacturing to the north, one residential unit to the south, and railroad tracks and floodplain to the east. To mitigate visual impacts Xcel has developed a Screening Plan to secure and screen the property from nearby properties. This plan will include a 10' tall decorative screen fence/wall and landscaping, which will be located along the public facing sides (north, west, and south). Plantings will include evergreen and deciduous material with the intent to produce a vertically layered landscape that enhances the curb appeal of the facility, but also acts as a unifying element that will help to blend the facility into the character of the neighborhood.

- B. **That the establishment of the conditional use will not impede the normal and orderly development and improvement of surrounding vacant property for uses predominant in the area.**

Finding:

The surrounding properties are developed, and they may be candidates to transition into other industrial uses as outlined in the City's Comprehensive Plan. The proposed substation will allow for increased reliability and capacity to the electrical system of the City of La Crescent. With increased reliability and capacity in the electric grid, the City can continue to grow and develop.

The Project is being considered an operational upgrade to an existing Xcel substation located on Main Street. The existing substation does not have all-season access as Main Street commonly floods during moderate to high precipitation and snow melt events, creating a situation of dramatically slowing response times during outages. The existing substation is also located on an abandoned landfill site and expanding the existing substation increases the risk of exposing contaminants to the environment. The new substation will provide access and additional reliability and safety to the local electrical system. This Project is part of Xcel Energy's continuing effort to maintain system reliability and resilience of the electrical grid.

C. That adequate utilities, access roads, drainage, and other necessary facilities have been or are being provided.

Finding:

The proposed substation is an unmanned facility and will not require water or sewer services. Once construction is complete minimal traffic will be generated by the facility. Maintenance crews with two or three vehicles will periodically be on site several times a month. Driveway access to the substation will be from public right of way to the north and south. The site will be designed with drainage facilities that control runoff and prevent the erosion of soil.

D. That adequate measures have been or will be taken to provide sufficient off-street parking and loading space to serve the proposed use.

Finding:

The property is an unmanned facility. Parking for maintenance crews will be within the substation.

E. That adequate measures have been or will be taken to prevent or control offensive odor, fumes, dust, noise, and vibration, so that none of these will constitute a nuisance, and to control lighted signs and other lights in such a manner that no disturbance to neighboring properties will result. The use is consistent with the purposes of the zoning code and the purposes of the zoning district in which the applicant intends to locate the proposed use.

Finding:

The substation will not emit odors fumes, dust, noise, or vibrations. The existence of an active railway through the neighborhood has a significantly larger impact. The facility will not have lighted signs and any yard lights will be shielded to prevent offsite glare. The use is consistent with the Industrial Zone which permits public infrastructure, such as well houses, lift stations, water towers, booster stations, etc.; and permits other industrial uses as a conditional use. The proposed substation is considered an essential service and locating it in the Industrial Zone is a complementary use.

F. The use is not in conflict with the policies of the City of La Crescent.

Finding:

The use is not in conflict with the policies of the City of La Crescent. The proposed use is an essential service needed to protect the health, safety, and welfare of the citizens of La Crescent.

G. The use will not cause traffic hazards or congestion

Finding:

The facility is unmanned, and traffic will consist of maintenance crews with two or three vehicles being on site several times a month.

H. Existing uses will not be adversely affected because of curtailment of customer trade brought about by intrusion of noise, glare, or general unsightliness.

Finding:

Existing uses will not be adversely affected by the construction of the substation. The proposed substation will not curtail customer trade brought on by noise, glare, or general unsightliness. The proposed facility will be screened by landscape plantings and a proposed 10' tall decorative wall which will screen the substation from surrounding uses. The walls will be made of a low maintenance material that will not reflect sunlight or create glare. Yard lights will be shielded to prevent light from spreading outside of the property. Noise emitted from the substation is minimal and will be abated by the wall as well.

The Planning Commission also adopted a finding that the CUP was consistent with the Comprehensive Plan.

Conditions of Approval:

1. The applicant/developer will abide by all representations made by the applicant/developer, 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 explicit conditions of the conditional use permit.
2. That the applicant/developer complies with all applicable federal, state, and local regulations.
3. Applicant complies with submitted screening, restoration, and fence plan submitted to the City in accordance with submitted plans.
4. The proposed use is consistent with the Industrial Zoning District.
5. Applicant will use a wood composite material for the fencing with a brown or black coated chain link fence for the opening.

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

MOTION TO APPROVE THE CONDITIONAL USE PERMIT BASED ON THE PRESENTED

FINDINGS AND CONDITIONS.

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

Ryan Hutchinson	Yes
Teresa O’Donnell-Ebner	Yes
Mike Poellinger	Yes

Member Jostad and Member Williams voted against the same. The motion was declared duly carried by a 3-2 vote.

City Council took into consideration the Preliminary Plat for the Wagon Wheel Electrical Substation based on the following findings of fact and conditions of approval:

Preliminary Plat Findings:

1. The property owner proposes to use the property in a reasonable manner permitted by the Zoning Ordinance.
2. The request is in harmony with the general purposes and intent of the ordinance and consistent with the comprehensive plan.
3. Developer has demonstrated an increased need for the substation.
4. Developer/applicant has provided sufficient screening for the project by way of their variance application.

Preliminary Plat Conditions of Approval:

1. The applicant/developer will abide by all representations made by the applicant/developer, 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 explicit conditions of the plat application.
2. That the applicant/developer complies with all applicable federal, state, and local regulations.
3. No site work shall commence until after approval of the final plat.
4. That the alley shown on the preliminary plat is vacated prior to the approval of the final plat.
5. Developer provides additional information requested by WHKS dated May 30, 2023, to the satisfaction of the City Engineer.

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

MOTION TO APPROVE THE PRELIMINARY PLAT BASED ON THE PRESENTED FINDINGS AND CONDITIONS.

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

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

Member Jostad and Member Williams voted against the same. The motion was declared duly carried by a 3-2 vote.

ITEM 3.2 – TESTIFY EXHIBIT AT LIBRARY

La Crescent Library Director Jess Witkins gave City Council an overview of the Photo Gallery Exhibit TESTIFY: American Slavery To Today which will be at the Library from June 20th to July 20th. The La Crescent Library is the first library in Southeast Minnesota to host the exhibit. This was informational only, no action required.

ITEM 3.3 – AGENDA REQUEST – SHORT-TERM RENTAL ORDINANCE

City resident, Bill Farrell addressed City Council regarding the Short-Term Rental Ordinance. Following discussion, Member Hutchinson made a motion, seconded by Member Williams as follows:

MOTION TO REVISIT THE SHORT-TERM RENTAL ORDINANCE REGARDING THE LENGTH OF RENTAL TIME AT THE AUGUST 14TH, 2023 CITY COUNCIL MEETING.

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

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

Member Jostad voted against the same. The motion was declared duly carried by a 4-1 vote.

ITEM 3.4 – PERSONNEL COMMITTEE RECOMMENDATIONS

City Council reviewed for consideration the following recommendations by the Personnel Committee:

1. Attached for review by the City council is the job description that has been presented in the past for the new Public Works Directors position. The duties of the Public Works Director are currently included in the job description for the City Administrator. The position will be a department head-level supervisory position, and will not be part of a bargaining unit. The position will have a point value of 350-380 and a 2023 wage schedule from \$38.19 to \$45.85 per hour. This is the same as the point value and wage schedule for the Finance Director and the Chief of Police.
The following items are proposed for adoption:
 - A. Adopt the job description for the Public Works Directors position.
 - B. Establish the point value for the position at 350-380, and adopt a 2023 wage schedule of \$38.19 to \$45.85 per hour for the position. A copy of the wage schedule was included.

- C. Effective July 1, 2023, promote Tyler Benish from Assistant Utility Maintenance Supervisor to Public Works Director. As proposed, Mr. Benish will serve a six-month probationary period and start at step one in the salary schedule.
 - D. Amend the 2023 general fund budget by approximately \$1,340 to reflect the additional cost of this new position and promotion.
2. At the work/planning sessions the addition of a second Bookkeeper position was discussed for 2024. After further review and discussion, the following was proposed:
- A. Instead of hiring a second Bookkeeper, hire an Accountant that would be responsible for accounts payable and be able to provide general accounting assistance to the Finance Director. A copy of the accountant’s job description was included.
 - B. It is proposed that the City Council would authorize to advertise the accountant position at this meeting, with a hiring recommendation to be presented at a future City Council meeting.
 - C. The schedule for filling the position has been moved forward by a few months with the intention that if there is no initial interest in the position, it will allow time to seek qualified candidates.
 - D. The addition of this position will require that there be changes made in City Hall with regard to office locations. The City Council Chambers at City Hall would be converted to office space and City Council meetings would need to be held in the Community Building.

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

MOTION TO APPROVE THE PUBLIC WORKS DIRECTOR JOB DESCRIPTION, SET THE POINT VALUE, AND ADOPT THE 2023 WAGE SCHEDULE.

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
Mike Poellinger	Yes
Dale Williams	Yes

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

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

MOTION TO PROMOTE TYLER BENISH FROM ASSISTANT UTILITY MAINTENANCE SUPERVISOR TO PUBLIC WORKS DIRECTOR AS OF JULY 1, 2023 WITH MR. BENISH SERVING A SIX-MONTH PROBATION PERIOD.

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
Mike Poellinger	Yes
Dale Williams	Yes

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

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

MOTION TO AMEND THE 2023 GENERAL FUND BUDGET BY APPROXIMATELY \$1,340 TO REFLECT THE ADDITIONAL COST OF THIS PROMOTION.

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
Mike Poellinger	Yes
Dale Williams	Yes

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

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

MOTION TO AUTHORIZE TO ADVERTISE FOR THE ACCOUNTANT POSITION WITH A HIRING RECOMMENDATION TO BE PRESENTED AT A FUTURE CITY COUNCIL MEETING.

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

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

Member Jostad voted against the same. The motion was declared duly carried by a 4-1 vote.

ITEM 3.5 – WALNUT STREET PROJECT REVIEW

Community Development Coordinator Larry Kirch gave City Council a project status and schedule update on the Walnut Street Corridor Plan. This was informational only, no action required.

ITEM 3.6 – MN DEPARTMENT OF HEALTH MONITORING PROJECT

City Council reviewed a memo from the MN Department of Health regarding the city's sampling results for the Statewide PFAS Monitoring Project, conducted on July 19th, 2022. The results showed that there

were no PFAS compounds detected in the samples and that no additional action is needed.

ITEM 3.7 – FEE SCHEDULE AMENDMENT

Deputy City Clerk Angie Boettcher reviewed with City Council two recommended amendments to the 2023 Fee Schedule. The first amendment is to the Building Inspections and Permitting to add the Short-Term Rental Permit fee of \$100.00 and the second amendment is to add the Chicken Permit Application fee of \$50.00 to the Police Department fee schedule. Following discussion, Member Hutchinson introduced the following ordinance and moved its passage and adoption:

ORDINANCE NO. 569

AN ORDINANCE OF THE CITY OF LA CRESCENT AMENDING THE MASTER FEE SCHEDULE FOR THE CITY OF LA CRESCENT AS SET FORTH IN ORDINANCES NO. 404, NO. 483, NO. 492, NO. 500, NO. 540, NO. 542, NO. 544, NO. 545, NO. 548, NO. 552, 564, NO. 565

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

1. The La Crescent City Code established on March 8, 2004, stated that certain fees may be set from time to time by the City Council.
2. The La Crescent City Code was amended on January 13, 2014, February 9, 2015, February 8, 2016, February 24, 2020, April 13, 2020, April 27, 2020, May 18, 2020, December 14, 2020, April 20, 2021, and December 13, 2021, December 19, 2022, February 13, 2023, April 24, 2023 by Ordinance to amend certain fees.
3. The Fee Schedule has been reviewed by City Staff and amended each year from 2016 to 2023 by Motions passed by City Council. These amendments passed by City Council shall remain in effect.
4. The City staff has reviewed the fees which the City currently charges and is recommending that the fee schedule be amended as follows:

BUILDING INSPECTIONS AND PERMITTING

BUILDING INSPECTIONS AND PERMITTING	2023
Short-term Rental Permit (Annually: January – December)	\$100.00

<p><u>Demolition permits</u> –</p> <p>Main structure on the property OR all structures on a property (if a building permit for a new structure is obtained at the same time, this fee is waived)</p> <p>Garage, shed or outbuilding on a property (if a building permit for a new structure is obtained at the same time this fee is waived)</p>	<p>\$100.00 plus \$1.00 state surcharge</p> <p>\$35.00 plus \$1.00 state surcharge</p>
<p>Foundation only permit This permit fee would be in addition to any regular building permit fee. This fee is only for the excavation, footing and foundation for a new structure. <i>This fee is an optional fee to be paid if the builder is unwilling to wait the requested 7-10 working days for the plan review process of a completed building permit application. This fee would be waived if the plan review takes longer than 10 working days</i></p>	<p>\$100.00 plus \$1.00 state surcharge</p>
<p>Mobile Home – all new that are moved into town</p>	<p>\$100.00 plus \$1.00 state surcharge</p>
<p><u>Roofing permits</u> Main structure and/or attached/detached garage Garage or accessory bldg. only</p>	<p>\$50.00 plus \$1.00 state surcharge \$25.00 plus \$1.00 state surcharge</p>
<p>Siding/Windows/Doors/Radon Control System/Retaining Walls/Drain tile</p>	<p>\$50.00 plus \$1.00 State surcharge</p>
<p>Solar Array Panels</p>	<p>\$35.00 plus \$1.00 State Surcharge</p>

POLICE

ADMINISTRATIVE FINE FEE SCHEDULE	
General Parking Violation	\$20.00
Handicapped Parking	\$25.00
Miscellaneous	
Accident Reports – State Form	\$2.00
Background Check	\$50.00
Chicken Permit Application	\$50.00

Copy of Incident Reports – per page/100 pages or less \$.25/page. 100 or more assessed to actual cost of materials and staff time.	Refer to description at left
Print-out of driving record/registration check – per request	\$5.00
Police Reserves – School District #300 events – per hour/per person	\$12.00
Fingerprinting	\$55.00
Vehicle Towing Fee	\$225.00
Vehicle Impoundment Fee – per day	\$15.00
Yearly Permit to Acquire Firearms/Permit to Carry – per year	No Charge
NSF/Account Closed Checks – service fee	\$30.00
DVD Only	\$10.00
Transcription Fee	\$42.00
BWC - \$19.00 per video/\$1.00 per minute + actual cost of staff time	

ADOPTED this 26th day of June 2023.

SIGNED:

Mayor

ATTEST:

City Administrator

The foregoing motion was duly seconded by Member Williams 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 also reviewed the Summary Ordinance for publication. The Council made the following findings of facts: that the 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 563 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
Mayor Poellinger	Yes

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

ITEM 3.8 – DONATION RESOLUTION

City Council reviewed a Resolution regarding the acceptance of donations to the City for the month of June. Following review and discussion, Member Williams introduced the following Resolution and moved its passage and adoption as follows:

RESOLUTION NO. 06-23-22

**RESOLUTION ACCEPTING DONATIONS MADE TO THE
CITY OF LA CRESCENT WIESER MEMORIAL PARK IMPROVEMENT PROJECT IN JUNE
2023**

WHEREAS, the City of La Crescent (“La Crescent”) is required by Minn. Stat. § 465.03 to accept donations by Resolution;

WHEREAS, the following donations were made to La Crescent in the month of June 2023 to the Wieser Memorial Park Improvement Project to be used for the specific purpose of construction of Pickleball courts:

1. An Anonymous donor wishes to construct and then donate three (3) Pickleball courts at Wieser Memorial Park. The estimated value of the donation is \$60,000.

WHEREAS, La Crescent agrees to accept the donations for Wieser Memorial Park Subject to the conditions identified above.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of La Crescent hereby accepts the donations stated above for Wieser Memorial Park subject to the conditions identified above.

ADOPTED this 26th day of June 2023.

SIGNED:

Mayor

ATTEST:

Deputy Clerk

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, 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.

ITEM 3.9 – 2023 APPLEFEST REQUEST

City Council reviewed a letter from La Crescent Police Chief Luke Ahlschlager regarding the 2023 Applefest King Apple Parade and Applefest Kiddie Parade. The Applefest Parade Chair Committee members have requested permission for the annual Applefest Kiddie Parade to be held on Saturday, September 16th, starting at 1:00 am and the King Apple Parade to be held on Sunday, September 17th, starting at approximately 1:00 pm. The parade routes are the same as in previous years. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner as follows:

MOTION TO APPROVE THE 2023 APPLEFEST KIDDIE PARADE TO BE HELD ON SATURDAY, SEPTEMBER 16TH AT 11:00 AM AND THE APPLEFEST KING APPLE PARADE TO BE HELD ON SUNDAY, SEPTEMBER 17TH, AT APPROXIMATELY 1:00 PM WITH THE PARADE ROUTES BEING THE SAME AS PREVIOUS YEARS.

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 Poellinger	Yes

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

ITEM 3.10 – APPLEFEST 75TH ANNIVERSARY MONUMENT

Mayor Poellinger reviewed with City Council for approval, the installation of an Applefest monument to recognize the 75th anniversary of Applefest to be located on the City-owned property on the southeast side of Walnut Street to recognize this milestone. A copy of the proposed monument was included. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad as follows:

MOTION TO APPROVE THE INSTALLATION OF AN APPLEFEST MONUMENT ON THE CITY-OWNED PROPERTY ON THE SOUTHEAST SIDE OF WALNUT STREET TO RECOGNIZE THE 75TH ANNIVERSARY OF APPLEFEST.

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 Poellinger	Yes

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

ITEM 3.11 – 2023 LICENSE RENEWALS

City Council reviewed a memo from the City Administrative Assistant Chris Fortsch recommending approval of 2023 Gas Installer license applications for Canton Heating & Cooling LLC and Horman's HVAC LLC. The applications appear to be in order. Following discussion, Member Williams made a motion seconded by Member Hutchinson as follows:

MOTION TO APPROVE GAS INSTALLER LICENSES FOR CANTON HEATING & COOLING LLC AND FOR HORMAN'S HVAC LLC.

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

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

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

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

5.1 City Council reviewed the Explore La Crosse June 20, 2023, Board Meeting Agenda and the May 16, 2023, Board Meeting Minutes.

9. CHAMBER OF COMMERCE

Chamber of Commerce representative Tammy Stremcha was in attendance and gave an update.

There being no further business to come before the Council at this time, Member Williams 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 7:10 PM

APPROVAL DATE: July 10, 2023

SIGNED:

Mayor

ATTEST:

City Administrator