

**CITY OF LA CRESCENT**  
**AGENDA**  
**REGULAR MEETING**  
**LA CRESCENT CITY HALL**  
**315 MAIN STREET**  
**JULY 10, 2023**  
**5:30 P.M.**

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CALL TO ORDER  
PLEDGE OF ALLEGIANCE  
ROLL CALL  
ACTION TO CHANGE AGENDA

**1. CONSENT AGENDA**

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

- 1.1 MINUTES – JUNE 26, 2023
- 1.2 BILLS PAYABLE THROUGH JULY 6, 2023
- 1.3
- 1.4

**2. PUBLIC HEARING/MEETING**

**3. ITEMS FOR CONSIDERATION**

- 3.1 ANNEXATION REQUEST – CRESCENT HILLS DRIVE
- 3.2 PERSONNEL COMMITTEE RECOMMENDATIONS
- 3.3 DONATION RESOLUTION
- 3.4 STREET CLOSURE REQUEST
- 3.5
- 3.6
- 3.7
- 3.8
- 3.9
- 3.10

**4. UNFINISHED BUSINESS**

- 4.1

**CITY OF LA CRESCENT**  
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**5. MAYOR'S COMMENTS**

5.1

**6. STAFF CORRESPONDENCE/COMMITTEE  
UPDATES**

6.1

6.2

6.3

6.4

**7. CORRESPONDENCE**

7.1 HOUSTON COUNTY COMPREHENSIVE PLAN

7.2

7.3

**8. HOUSTON COUNTY**

8.1

**9. CHAMBER OF COMMERCE**

9.1

**10 ITEMS FOR NEXT AGENDA**

**11. ADJOURNMENT**

# 1.1

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 2<sup>nd</sup> and 3<sup>rd</sup> 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:

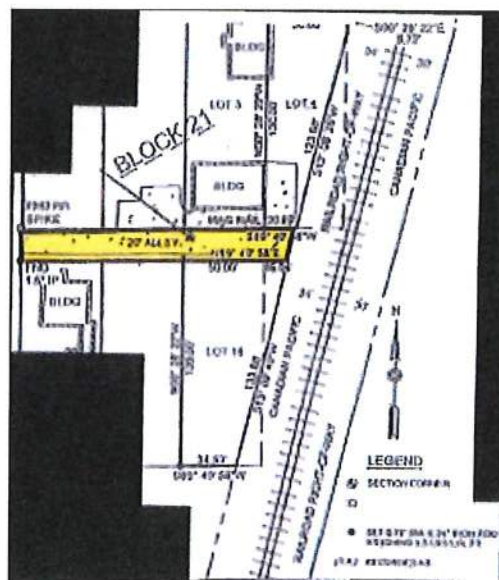
Commencing at the northwest corner of Section 10, Township 104 North, Range 4 West; thence North 88 degrees 46 minutes 06 seconds East along the north line of said Section 10, a distance of 2635.08 feet to the North Quarter corner of said Section 10; thence South 67 degrees 23 minutes 17 seconds East, 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 20<sup>th</sup>. 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 14<sup>TH</sup>, 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 19<sup>th</sup>, 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**

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

<u>Demolition permits –</u> 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)  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)	\$100.00 plus \$1.00 state surcharge  \$35.00 plus \$1.00 state surcharge
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><b>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</b></i>	\$100.00 plus \$1.00 state surcharge
Mobile Home – all new that are moved into town	\$100.00 plus \$1.00 state surcharge
<u>Roofing permits</u> Main structure and/or attached/detached garage Garage or accessory bldg. only	\$50.00 plus \$1.00 state surcharge \$25.00 plus \$1.00 state surcharge
Siding/Windows/Doors/Radon Control System/Retaining Walls/Drain tile	\$50.00 plus \$1.00 State surcharge
Solar Array Panels	\$35.00 plus \$1.00 State Surcharge

## POLICE

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

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 26<sup>th</sup> 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 16<sup>th</sup>, starting at 1:00 am and the King Apple Parade to be held on Sunday, September 17<sup>th</sup>, 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 16<sup>TH</sup> AT 11:00 AM AND THE APPLEFEST KING APPLE PARADE TO BE HELD ON SUNDAY, SEPTEMBER 17<sup>TH</sup>, 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 75<sup>TH</sup> ANNIVERSARY MONUMENT**

Mayor Poellinger reviewed with City Council for approval, the installation of an Applefest monument to recognize the 75<sup>th</sup> 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 75<sup>TH</sup> 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
-----------------	-----

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: \_\_\_\_\_

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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

#1.2



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator  
DATE: July 7, 2023  
RE: Bills Payable

Attached for review and consideration by the City Council are the bills payable for the period ending July 6, 2023. We would suggest that the City Council approve the payment of the bills as presented.

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>A ALLEN CONSTRUCTION INC</b>						
2022-580	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
Total 9360:			500.00	.00		
<b>ABILITY BUILDING CENTER INC</b>						
16670	FD - CLEANING COMM RM	05/31/2023	312.00	.00		
16670	FD - CLEANING STATION	05/31/2023	198.00	.00		
16671	CITY HALL - CLEANING	05/31/2023	208.00	.00		
16671	CITY HALL - SHREDDING	05/31/2023	33.99	.00		
Total 8085:			751.99	.00		
<b>ACENTEK</b>						
6/23 STMT	STREET/ALLEY PHONE CHARGES	06/30/2023	44.28	.00		
6/23 STMT	PUBLIC WORKS PHONE CHARGES	06/30/2023	49.34	.00		
6/23 STMT	LIC BUR PHONE CHARGES	06/30/2023	175.46	.00		
6/23 STMT	GOLF COURSE PHONE CHARGES	06/30/2023	446.37	.00		
6/23 STMT	FIRE DEPT PHONE CHARGES	06/30/2023	504.84	.00		
6/23 STMT	SEWER PHONE CHARGES	06/30/2023	124.00	.00		
6/23 STMT	WATER PHONE CHARGES	06/30/2023	86.80	.00		
6/23 STMT	LIBRARY PHONE CHARGES	06/30/2023	133.57	.00		
6/23 STMT	CITY HALL PHONE CHARGES	06/30/2023	345.38	.00		
6/23 STMT	POLICE DEPT PHONE CHARGES	06/30/2023	336.22	.00		
6/23 STMT	BLDG-ZNG PHONE CHARGES	06/30/2023	243.94	.00		
6/23 STMT	POOL PHONE CHARGES	06/30/2023	147.10	.00		
6/23 STMT	ARENA PHONE CHARGES	06/30/2023	288.81	.00		
6/23 STMT	BRUSH SITE PHONE CHARGES	06/30/2023	36.63	.00		
Total 24:			2,962.74	.00		
<b>AFLAC</b>						
6/23 STMT	INSURANCE PREMIUMS	07/01/2023	42.00	.00		
Total 72:			42.00	.00		
<b>AFSCME</b>						
6/23 DUES	PAYROLL DEDUCTED UNION DUES	07/01/2023	721.98	.00		
Total 25:			721.98	.00		
<b>AMAZON CAPITAL SERVICES</b>						
13TJ-CWWX-1Q	MAINT - SAFETY GLASSES	06/15/2023	101.28	.00		
1FWY-VFJ1-T1L	GC - GOLF CAR PARTS	06/26/2023	1,167.35	.00		
1GDX-1TXH-DK9	POOL - SIGNS	06/23/2023	39.72	.00		
1JDL-7F17-4P3P	POOL/SWIM TEAM - STOPWATCHES	06/22/2023	41.34	.00		
1K19-HKLM-NKX	LIBRARY - BOOKS GRANT FUNDED	07/01/2023	15.99	.00		
1KC9-F9RQ-CLY	LIBRARY - BOOKS GRANT FUNDED	06/17/2023	44.03	.00		
1KVD-KQWD-VL	PD - EQUIPMENT FOR AEDS	06/26/2023	94.78	.00		
1L1F-WFFP-FKY	PARKS - TOILET PAPER	06/24/2023	204.64	.00		
1L1F-WFFP-FKY	POOL - TOILET PAPER	06/24/2023	204.64	.00		
1LNL-FXHH-CM	LIBRARY - PROGRAM SUPPLIES	06/29/2023	52.92	.00		
1QG4-DHXD-JW	MAINT - STORM WATER CHEMICALS	06/25/2023	42.62	.00		
1XCV-VNTP-J4M	LIBRARY - BOOKS GRANT FUNDED	06/25/2023	16.99	.00		
Total 9956:			2,026.30	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>ANCHOR SOLAR INVESTMENTS LLC</b>						
#44	ANIMAL RESCUE - SOLAR	06/01/2023	190.88	190.88	07/05/2023	
#44	MAINTENANCE BLDG - SOLAR	06/01/2023	372.26	372.26	07/05/2023	
#44	RADIUM PLANT - SOLAR	06/01/2023	372.26	372.26	07/05/2023	
Total 9859:			935.40	935.40		
<b>BAKER TILLY VIRCHOW KRAUSE LLP</b>						
CVC23492	CITY SEMI ANNUAL SFT WR FEE	07/01/2023	2,010.66	.00		
CVC23492	WATER SEMI ANNUAL SFT WR FEE	07/01/2023	2,010.67	.00		
CVC23492	SEWER SEMI ANNUAL SFT WR FEE	07/01/2023	2,010.67	.00		
Total 295:			6,032.00	.00		
<b>BAKKUM, DOUGLAS</b>						
6/21/23	GC - USED BALLS FOR RESALE	06/21/2023	200.00	.00		
Total 9326:			200.00	.00		
<b>BLUFF COUNTRY LLC</b>						
2022-607	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
2022-629	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
2022-694	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
2022-736	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
2022-779	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
Total 9777:			2,500.00	.00		
<b>BOBCAT OF THE COULEE REGION</b>						
01-63521	BOBCAT TRACK MACHINE REPAIR	06/07/2023	323.15	.00		
01-63539	BOBCAT REPAIR	06/08/2023	19.65	.00		
01-63772	RENT EQUIP - BRUSHCAT	06/15/2023	225.00	.00		
Total 216:			567.80	.00		
<b>BRAUN INTERTEC CORPORATION</b>						
B347439	WIESER PARK CONSTRUCTION MATERIAL TESTING	06/23/2023	873.00	.00		
Total 9691:			873.00	.00		
<b>BUEHLER, LUANN</b>						
6/26/23	PD - UNIFORM REPAIR	06/26/2023	156.00	.00		
Total 10104:			156.00	.00		
<b>CENTER POINT LARGE PRINT</b>						
2016253	LIBRARY BOOKS GRANT FUNDED	07/01/2023	435.06	.00		
Total 8179:			435.06	.00		
<b>CITY OF LA CRESCENT</b>						
6/23 FIRE	WATER/SEWER UTIL.-FIRE STATION & COMMUNITY BLD	06/30/2023	172.42	.00		
6/23 LIBRARY	WATER/SEWER UTIL.-LIBRARY	06/30/2023	104.43	.00		
Total 196:			276.85	.00		



Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>CITY TREASURER'S OFFICE</b>						
190582	2ND QTR CONTRACTED TRANSIT SERV 2023	06/28/2023	16,098.25	.00		
Total 1086:			16,098.25	.00		
<b>COLEMAN CUSTOM HOMES</b>						
2022-509	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
Total 9841:			500.00	.00		
<b>CORE &amp; MAIN LP</b>						
S381351	WATER METERS	06/02/2023	1,689.34	.00		
S994282	WATER METERS FOR REPLACEMENT	06/06/2023	40,960.00	.00		
Total 9647:			42,649.34	.00		
<b>CUSTOM ALARM</b>						
551496	GC - MONTHLY ALARM MONITORING SYSTEM	07/01/2023	41.34	.00		
Total 290:			41.34	.00		
<b>DALCO ENTERPRISES INC</b>						
4100501	POOL - CLEANING SUPPLIES	06/23/2023	106.74	.00		
4100501	PARKS - CLEANING SUPPLIES	06/23/2023	106.73	.00		
4102138	PARKS - CLEANING SUPPLIES	06/28/2023	103.28	.00		
4102138	POOL - CLEANING SUPPLIES	06/28/2023	103.28	.00		
Total 313:			420.03	.00		
<b>DAVY LABORATORIES</b>						
23F0375	WATER - TESTING	06/26/2023	96.30	.00		
Total 312:			96.30	.00		
<b>DENSTAD, RICK</b>						
038536	GC - SAND	06/26/2023	475.00	.00		
Total 8972:			475.00	.00		
<b>DEPUTY #031 LA CRESCENT</b>						
5/25/23 T. FREY	LIC BUR - NSF STATE REIMBURSEMENT	06/21/2023	48.25	48.25	06/26/2023	
6/20/23 L. STINS	LIC BUR - NSF STATE REIMBURSEMENT	06/29/2023	45.25	45.25	06/30/2023	
6/8/2023 M. SCH	LIC BUR - NSF STATE REIMBURSEMENT	06/28/2023	186.25	186.25	06/29/2023	
6/8/2023 MUEZE	LIC BUR - NSF STATE REIMBURSEMENT	06/28/2023	379.50	379.50	06/29/2023	
6/8/23 M. SCHO	LIC BUR - NSF STATE REIMBURSEMENT	06/28/2023	186.25	.00	06/29/2023	
6/8/23 MUENZE	LIC BUR - NSF STATE REIMBURSEMENT	06/28/2023	379.50	.00	06/29/2023	
Total 9750:			1,225.00	659.25		
<b>DOBECK, RHODA</b>						
6/23 LIBRARY	LIBRARY- CLEANING	06/30/2023	187.50	.00		
Total 10098:			187.50	.00		
<b>DRIFTLESS REGION VECTOR CONTROL</b>						
152	STORM WATER MOSQUITO MONITORING	06/30/2023	1,576.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9815:			1,576.00	.00		
<b>E O JOHNSON CO INC - LEASE</b>						
34328660	BLDG/ZNG - COPY MACHINE MAINT	06/20/2023	111.70	.00		
34328660	CITY HALL - COPY MACHINE MAINT	06/20/2023	186.18	.00		
34328660	FIRE DEPT - COPY MACHINE MAINT	06/20/2023	74.48	.00		
34328660	POLICE - COPY MACHINE MAINT	06/20/2023	111.70	.00		
34328660	PUBLIC WORKS - COPY MACHINE MAINT	06/20/2023	111.70	.00		
34328660	SEWER DEPT - COPY MACHINE MAINT	06/20/2023	74.48	.00		
34328660	WATER DEPT - COPY MACHINE MAINT	06/20/2023	74.48	.00		
Total 9397:			744.72	.00		
<b>FARRELL EQUIPMENT &amp; SUPPLY CO.</b>						
44592	BRIDGE DECK SEALER	06/08/2023	954.45	.00		
44663	STREETS - SMALL TOOLS	06/08/2023	457.98	.00		
Total 8459:			1,412.43	.00		
<b>FEE, JOSEPH &amp; KRISTEN</b>						
2022-505	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
Total 10113:			500.00	.00		
<b>FIRST SUPPLY LLC - LA CROSSE</b>						
13732902-00	WATER VALVE - POOL	06/19/2023	211.64	.00		
13747117-00	POOL - REPAIR SURGE TANK	06/21/2023	417.86	.00		
13758258-00	CURBSTOP REPAIR	06/29/2023	327.86	.00		
13760127-00	POOL - DRINKING FOUNTAIN	06/30/2023	1,934.73	.00		
Total 557:			2,892.09	.00		
<b>FLEXIBLE PLASTICS INC</b>						
1161671	CITY CLEAR GARBAGE BAGS	06/26/2023	3,760.50	.00		
Total 529:			3,760.50	.00		
<b>FURTH, SAMUEL</b>						
6/1/23 - 6/30/23	KEEP COMPANY INTERN	06/30/2023	660.00	.00		
Total 10107:			660.00	.00		
<b>GRAF ELECTRIC, INC.</b>						
20744	POOL - SLIDE PUMP DRIVE REPAIR	05/31/2023	1,010.00	.00		
Total 619:			1,010.00	.00		
<b>HILLTOPPER REFUSE &amp; RCYL SRVC</b>						
6/23 BAGS	MONTHLY REFUSE P/U	06/30/2023	6,177.60	.00		
6/23 GOLF	RECYCLING & REFUSE P/U GOLF COURSE	06/30/2023	201.46	.00		
6/23 STMT	REFUSE P/U - ARENA	06/30/2023	148.30	.00		
6/23 STMT	REFUSE P/U ANIMAL SHELTER	06/30/2023	74.19	.00		
6/23 STMT	REFUSE P/U PARKS	06/30/2023	148.30	.00		
6/23 STMT	REFUSE P/U MAINTENANCE	06/30/2023	212.11	.00		
6/23 STMT	CITYWIDE RECYCLING P/U	06/30/2023	7,218.20	.00		
6/23 STMT	RECYCLING P/U FIRE DEPT	06/30/2023	16.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
6/23 STMT	REFUSE P/U FIRE DEPT	06/30/2023	25.00	.00		
6/23 STMT	REFUSE P/U LIBRARY	06/30/2023	10.00	.00		
6/23 STMT	REFUSE P/U CITY HALL	06/30/2023	66.41	.00		
Total 9233:			14,297.57	.00		
<b>HOLTY HOME TEAM LLC</b>						
2022-557	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
Total 10114:			500.00	.00		
<b>HOMETOWN CONSTRUCTION SERVICES LLC</b>						
2022-480	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
2022-660	EROSION CONTROL DEPOSIT REFUND	07/01/2023	500.00	.00		
Total 10039:			1,000.00	.00		
<b>IMAGE WORLD/MONOGRAM EXPRESS</b>						
31587	GC - UNIFORMS	06/15/2023	1,167.00	.00		
31587	GC - HATS FOR RESALE	06/15/2023	744.00	.00		
Total 798:			1,911.00	.00		
<b>INNOVATIVE OFFICE SOLUTIONS</b>						
IN4225714	CITY - OFFICE SUPPLIES	06/12/2023	139.52	.00		
IN4225714	PD - OFFICE SUPPLIES	06/12/2023	83.23	.00		
IN4225714	CITY - CLEANING SUPPLIES	06/12/2023	13.79	.00		
IN4225714	COMM BLDG - CLEANING SUPPLIES	06/12/2023	37.28	.00		
IN4245637	B&Z - OFFICE FURNITURE	06/30/2023	325.50	.00		
IN4245637	PUBLIC WORKS - OFFICE FURNITURE	06/30/2023	325.50	.00		
IN4245637	CITY - OFFICE FURNITURE	06/30/2023	325.50	.00		
Total 9471:			1,250.32	.00		
<b>INTERNATIONAL UNION OF</b>						
6/23 DUES	GC - UNION DUES WITHHELD	07/01/2023	210.00	.00		
Total 8293:			210.00	.00		
<b>JOHNSON, CHARLIE &amp; SARA</b>						
6/23/23	REFUND	06/23/2023	45.00	.00		
Total 10111:			45.00	.00		
<b>KWIK TRIP INC</b>						
6/23 STMT	POOL - SLUSHIE MIX	06/30/2023	119.60	.00		
6/23 STMT	PD - WASHER FLUID	06/30/2023	3.87	.00		
6/23 STMT	B&Z - FUEL	06/30/2023	131.10	.00		
6/23 STMT	PD - FUEL	06/30/2023	1,419.00	.00		
6/23 STMT	PARKS - FUEL	06/30/2023	620.31	.00		
6/23 STMT	STREET - FUEL	06/30/2023	623.80	.00		
6/23 STMT	SEWER - FUEL	06/30/2023	34.55	.00		
6/23 STMT	WATER - FUEL	06/30/2023	34.55	.00		
Total 1014:			2,986.78	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>LA CROSSE GLASS COMPANY INC</b>						
341834	MAINT SHOP - REPAIR GARAGE DOOR	05/15/2023	1,137.50	.00		
342233	MAINT SHOP - REPAIR GARAGE DOOR	06/06/2023	744.00	.00		
Total 2471:			1,881.50	.00		
<b>LAW ENFORCEMENT LABOR SERVICES</b>						
6/23 DUES	PD - PAYROLL DEDUCTED UNION DUES	07/01/2023	405.00	.00		
Total 1134:			405.00	.00		
<b>LAXPRINT.COM</b>						
3984	PARKS - BUILDING BLUEPRINTS SCANS	06/27/2023	115.00	.00		
Total 9554:			115.00	.00		
<b>LIND, CARL</b>						
100	GC - USED BALLS FOR RESALE	06/24/2023	266.68	.00		
Total 10110:			266.68	.00		
<b>LUDWIGSON, JASON</b>						
6/1/23 - 6/30/23	SUSTAINABILITY SERVICES	06/30/2023	5,158.40	.00		
6/1/23 - 6/30/23	MILEAGE	06/30/2023	298.02	.00		
Total 9632:			5,456.42	.00		
<b>MAYO CLINIC AMBULANCE SERVICE</b>						
BLS 6/2/23	CPR CLASS	06/02/2023	16.00	.00		
Total 8150:			16.00	.00		
<b>MEUSER, YACKLEY &amp; ROWLAND TRUST ACCOUNT</b>						
6/20/23 QUANR	R. QUANRUD - SETTLEMENT PAYMENT	06/20/2023	42,500.00	42,500.00	06/26/2023	
Total 10109:			42,500.00	42,500.00		
<b>MICROMARKETING, LLC</b>						
925059	LIBRARY - BOOKS GRANT FUNDED	06/15/2023	34.90	.00		
925203	LIBRARY - BOOKS GRANT FUNDED	06/20/2023	37.50	.00		
926458	LIBRARY - BOOKS GRANT FUNDED	06/29/2023	39.99	.00		
Total 10060:			112.39	.00		
<b>MIDWEST TAPE</b>						
503940747	LIBRARY- MOVIES	06/16/2023	16.99	.00		
Total 9851:			16.99	.00		
<b>MIENERGY COOPERATIVE</b>						
MR 1084 #106	FIRE STATION RENOVATION LOAN	07/01/2023	3,000.00	.00		
Total 9578:			3,000.00	.00		
<b>MINNESOTA CHILD SUPPORT PAYMENT CENTER</b>						
6/23/23P/R00156	MN CHILD SUPPORT	06/26/2023	640.97	640.97	06/26/2023	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9597:			640.97	640.97		
<b>MSA PROFESSIONAL SERVICES INC</b>						
R12759007.0-3	PROF SERVICES - WALNUT ST CORRIDOR PLAN	06/10/2023	5,670.00	.00		
Total 9388:			5,670.00	.00		
<b>NCPERS GROUP LIFE INSURANCE</b>						
6/23 STMT	LIFE INSURANCE PREMIUMS	07/01/2023	96.00	.00		
Total 1619:			96.00	.00		
<b>NIEDFELDT, RYAN</b>						
6/18/23	- PARK RES FEE	06/18/2023	42.11	.00		
6/18/23	REFUND - SALES TAX	06/18/2023	2.89	.00		
Total 10112:			45.00	.00		
<b>NORTHERN BEVERAGE DISTRIBUTING</b>						
1141079	GC - BEER FOR RESALE	06/22/2023	281.30	.00		
1144727	GC - BEER FOR RESALE	06/29/2023	264.80	.00		
Total 2311:			546.10	.00		
<b>PENDELTON TURF SUPPLY INC</b>						
6330	GC - CHEMICALS	05/12/2023	2,151.60	.00		
Total 9169:			2,151.60	.00		
<b>PEPSI-COLA BOTTLING COMPANY</b>						
9124520	GC - POP FOR RESALE	06/05/2023	824.50	.00		
9125006	POOL - CONCESSIONS	06/07/2023	158.40	.00		
9126793	GC - POP FOR RESALE	06/19/2023	1,188.70	.00		
9126797	POOL - CONCESSIONS	06/19/2023	639.60	.00		
9128117	GC - POP FOR RESALE	06/27/2023	491.50	.00		
Total 1615:			3,302.70	.00		
<b>PERFORMANCE FOODSERVICE</b>						
463218	POOL - CONCESSIONS	06/22/2023	1,200.24	.00		
470029	POOL - CONCESSIONS	06/30/2023	930.99	.00		
Total 10087:			2,131.23	.00		
<b>PRIZM</b>						
38300	PD - STICKERS	06/28/2023	570.00	.00		
Total 9431:			570.00	.00		
<b>PROLOGUE PLANNING GROUP</b>						
6/1/23 - 6/30/23	ECONOMIC DEVELOPMENT SERVICES	06/30/2023	4,492.80	.00		
Total 10006:			4,492.80	.00		
<b>PT WELDING &amp; DRIVESHAFT REPAIR</b>						
53436	REPAIR BOX ON 1 TON	06/26/2023	229.05	.00		



Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
53919	POOL - REPAIR PUMP STAND	05/31/2023	23.43	.00		
Total 1597:			252.48	.00		
<b>QUALITY POOL &amp; SPA</b>						
28203	POOL - CHEMICALS	06/16/2023	74.99	.00		
28413	POOL - CHEMICALS	06/28/2023	355.78	.00		
Total 1596:			430.77	.00		
<b>RIVER VALLEY MEDIA GROUP</b>						
5/23 CITY	SUMMARY OF ORD. NO 566	05/31/2023	38.62	.00		
5/23 CITY	PUBLIC HEARING NOTICE - COND USE PERMT APP	05/31/2023	42.04	.00		
5/23 CITY	PUBLIC HEARING NOTICE - PRELIM PLAT POSTING WW	05/31/2023	40.90	.00		
5/23 CITY	PUBLIC HEARING NOTICE - VARIANCE POSTING WW EL	05/31/2023	38.62	.00		
5/23 STMT	PEACE OFFICER CAMPAIGN	05/31/2023	412.50	.00		
5/23 STMT	BUILDING INSPECTOR AD	05/31/2023	115.00	.00		
Total 8163:			687.68	.00		
<b>SAM'S CLUB</b>						
6/23 STMT	GC - SNACKS FOR RESALE	06/30/2023	198.18	198.18	07/05/2023	
6/23 STMT	CITY - OFFICE SUPPLIES	06/30/2023	13.18	13.18	07/05/2023	
6/23 STMT	CITY - CLEANING SUPPLIES	06/30/2023	19.98	19.98	07/05/2023	
6/23 STMT	COMM BLDG - CLEANING SUPPLIES	06/30/2023	20.16	20.16	07/05/2023	
Total 1861:			251.50	251.50		
<b>SCHMIT, PAULA</b>						
2021-308	EROSION CONTROL DEPOSIT REFUND	07/01/2023	100.00	.00		
Total 10115:			100.00	.00		
<b>SEMCAC</b>						
INVOICE NO 5-1	SCDP GRANT EXPENSE	06/07/2023	2,581.35	2,581.35	06/29/2023	
Total 9559:			2,581.35	2,581.35		
<b>SOUTHEAST SERVICE COOPERATIVE</b>						
SINV000004745	ANNUAL MEMBERSHIP FEE - 2023-2024	07/01/2023	300.00	.00		
Total 8401:			300.00	.00		
<b>SUMMIT COMPANIES</b>						
182011511	GC - INSPECTION FIRE EXT	05/22/2023	132.25	.00		
182011512	GC- KITCHEN RANGE HOOD INSPECTION	05/22/2023	294.25	.00		
182011622	MAINT - ANNUAL FIRE EXT SERVICE	05/31/2023	337.42	.00		
182011622	FIRE - ANNUAL FIRE EXT SERVICE	05/31/2023	337.41	.00		
182011622	CITY HALL - FIRE EXT ANNUAL INSPECTION	05/31/2023	337.42	.00		
Total 50:			1,438.75	.00		
<b>THE LIFEGUARD STORE</b>						
INV001330499	LIFEGUARD SWIMSUITS	06/19/2023	673.20	.00		
Total 9495:			673.20	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
<b>THORSON GRAPHICS LLC</b>						
8932	SUMMER REC PROGRAM SHIRTS	06/14/2023	1,984.50	.00		
8950	SRTS BOOST GRANT MAGNETIC POSTCARDS	06/22/2023	393.81	.00		
Total 8998:			2,378.31	.00		
<b>TRI-STATE BUSINESS MACHINES IN</b>						
576449	DMV - COPY/PRINTER	06/28/2023	75.47	.00		
Total 2024:			75.47	.00		
<b>ULINE</b>						
164361312	PARKS DEPT. EXPENSE	06/02/2023	651.44	.00		
Total 9422:			651.44	.00		
<b>UNITED STATES POSTMASTER</b>						
6/23 CYCLE 2	POSTAGE - WATER/SEWER BILL	06/30/2023	111.12	111.12	06/30/2023	
6/23 CYCLE 2	POSTAGE - WATER/SEWER BILL	06/30/2023	111.12	111.12	06/30/2023	
Total 2102:			222.24	222.24		
<b>VISA</b>						
6/23 STMT	SUMMER REC - VOLLEYBALLS	06/30/2023	263.64	.00		
6/23 STMT	FOOD FOR WALNUT ST OUTREACH EVENT	06/30/2023	32.94	.00		
6/23 STMT	CLERK - ACCOUNTING MTG	06/30/2023	49.12	.00		
6/23 STMT	LIBRARY - ROOM RENTAL FEE FOR PROGRAM	06/30/2023	51.50	.00		
6/23 STMT	PD - INTERNET PEOPLE SEARCH	06/30/2023	75.00	.00		
6/23 STMT	PD - NEW SQUAD PBT	06/30/2023	464.91	.00		
6/23 STMT	PD - TRAINING A. GEHRKE	06/30/2023	91.94	.00		
6/23 STMT	A/R OTHER - CREDIT	06/30/2023	250.75	.00		
6/23 STMT	FOOD FOR WALNUT ST OUTREACH EVENT	06/30/2023	139.59	.00		
Total 2208:			917.89	.00		
<b>VSC CORPORATION</b>						
#29 322 S. 1ST	LAND PURCH.-CONTRACT FOR DEED-PRINCIPAL	07/01/2023	2,236.23	.00		
#29 322 S. 1ST	LAND PURCH.-CONTRACT FOR DEED-INTEREST	07/01/2023	234.80	.00		
Total 9942:			2,471.03	.00		
<b>WIESER LAW OFFICE PC</b>						
6/23 CITY	BLDG/ZNG - LEGAL FEES	06/30/2023	2,054.79	.00		
6/23 CITY	CLERK - LEGAL FEES	06/30/2023	2,054.79	.00		
6/23 CITY	COUNCIL - LEGAL FEES	06/30/2023	2,054.79	.00		
6/23 CITY	SEWER DEPT - LEGAL FEES	06/30/2023	1,027.40	.00		
6/23 CITY	WATER DEPT - LEGAL FEES	06/30/2023	1,027.39	.00		
Total 2361:			8,219.16	.00		
Grand Totals:			210,497.94	47,790.71		

#3.1



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *Bill*  
DATE: July 6, 2023  
RE: Annexation Request

Attached for review and consideration by the City Council is an annexation request from 5 property owners in the Crescent Hills 1<sup>st</sup> Addition. Dr. Neil Mighall will be in attendance at the meeting to review the annexation request with the City Council. A map showing the location of the properties and the current City boundary is also included.

The City Attorney will review the annexation process with the City Council at the meeting.

For City Council information, La Crescent Township is currently responsible for winter maintenance on Crescent Hills Drive. The City has participated in the past in various maintenance activities related to Crescent Hills Drive, including seal-coating, guard rail installation and maintenance, and the application of brine prior to winter storm events. The City has paid 56 % of the costs for these improvements. This is based on the percentage of the road that is boarded by the City on both sides.

The City Council should be aware that an implication of annexing these 5 parcels is that the City will most likely be responsible for winter maintenance on Crescent Hills Drive.

Neil N. Mighall, D.D.S.

1385 CRESCENT HILLS DRIVE  
LA CRESCENT, MN 55947

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March 20, 2023


To: The City of La Crescent Administration

This is a formal request by myself, Neil Mighall, Jon Zlabek, Kern Minehan, Tom Tornstrom and Paul Albrecht, all owners of vacant lots in Crescent Hills 1<sup>st</sup> Addition to be considered for annexation to the City of La Crescent.

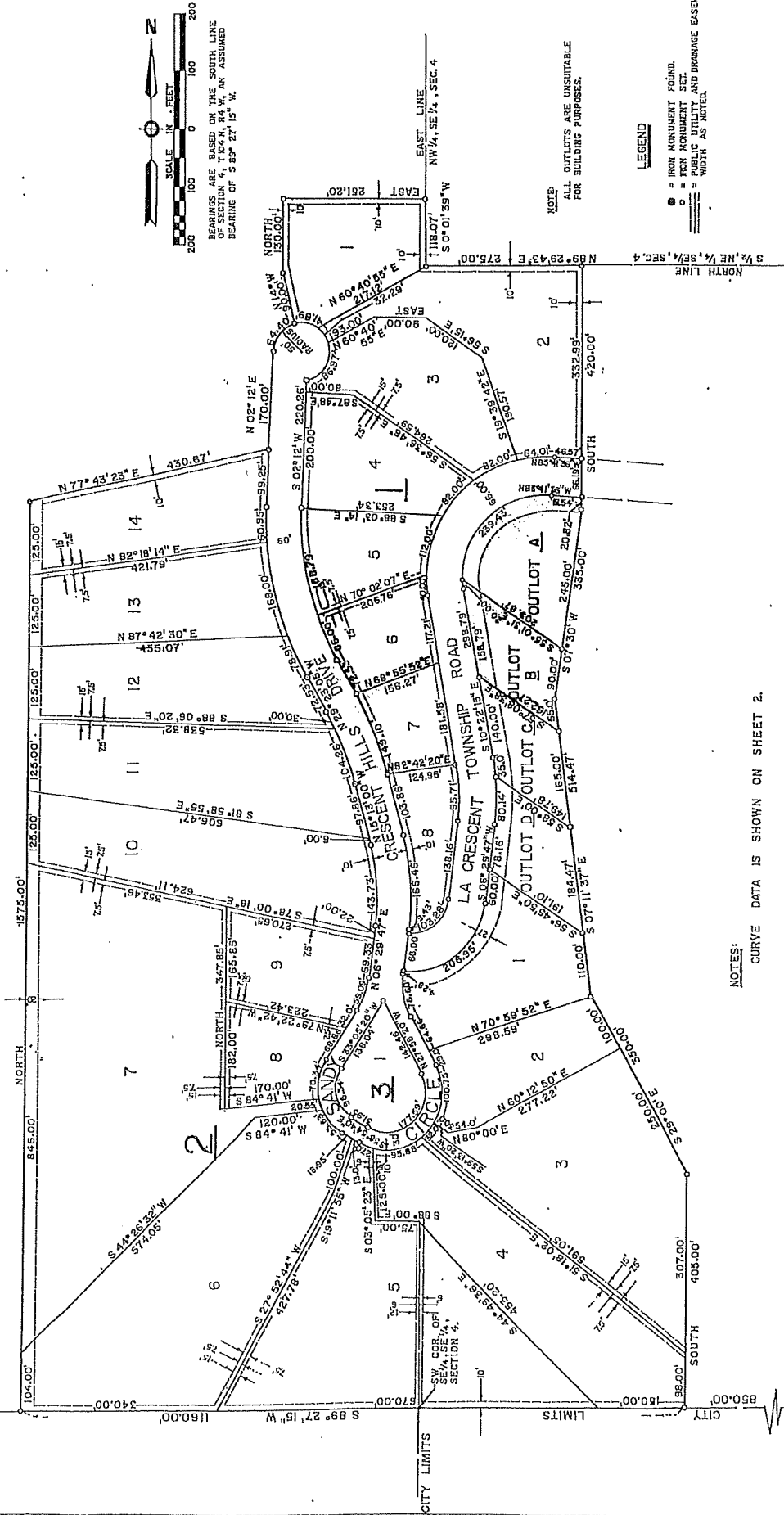
Each of the forementioned individuals have provided me with permission to make this request on their behalf.

Thank you.

Respectfully,

  
Neil N. Mighall

# CRESCENT HILLS 1ST ADDITION LA CRESCENT TOWNSHIP—HOUSTON COUNTY

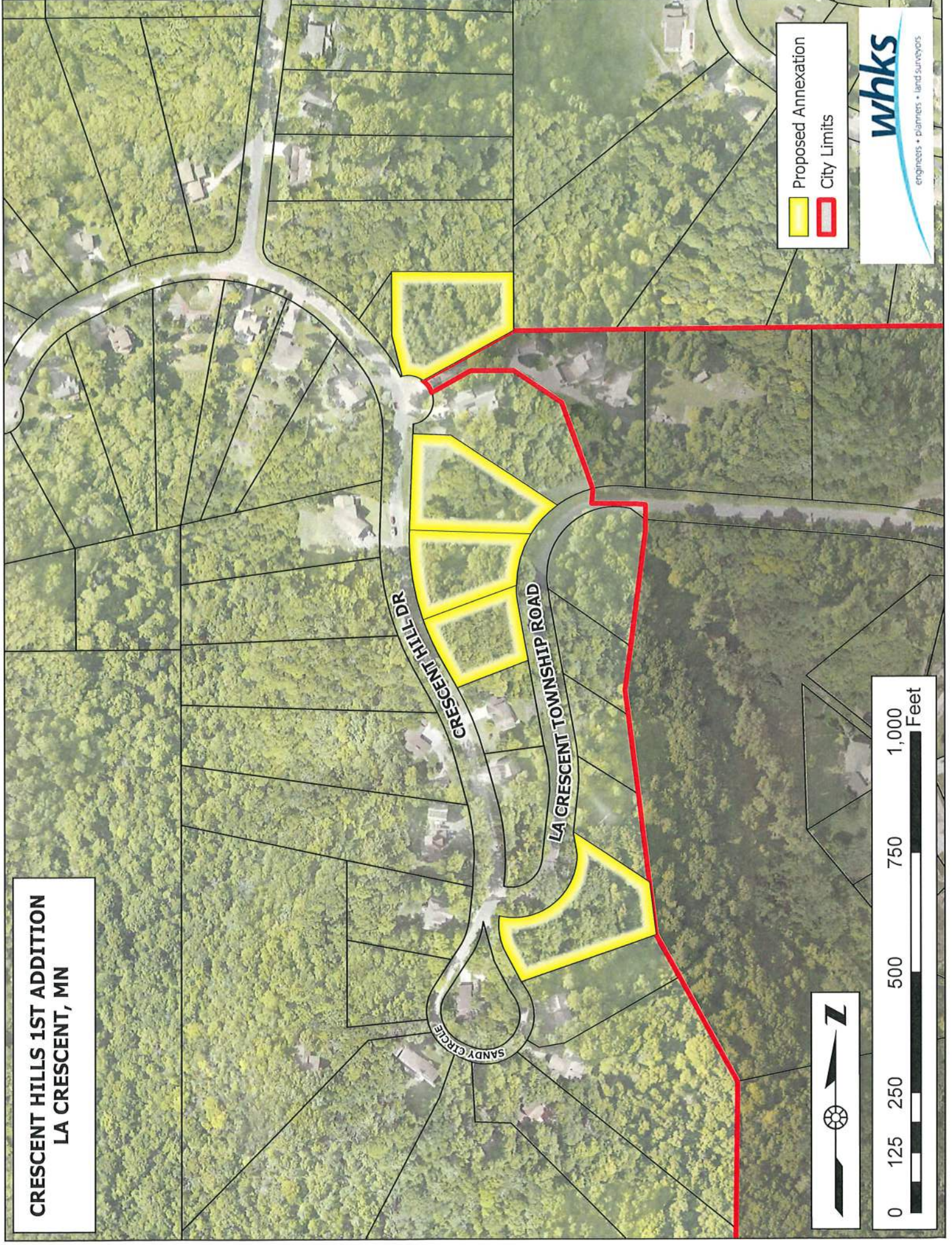


NOTES:  
CURVE DATA IS SHOWN ON SHEET 2.  
THE UTILITY AND DRAINAGE EASEMENT  
IN BLOCK 2 ACROSS LOT 5 AND ALONG  
LINE BETWEEN LOTS 4 & 5 IS ALSO  
SUBJECT TO A PUBLIC WALKWAY EASEMENT.

1" IRON PIPE MONUMENT AT THE  
S.E. CORNER OF SECTION 4,  
TOWNSHIP 104 NORTH, RANGE 4 WEST



**CRESCENT HILLS 1ST ADDITION  
LA CRESCENT, MN**



Proposed Annexation  
City Limits

**whks**  
engineers • planners • land surveyors





#3.2



TO: Honorable Mayor and City Council Members  
FROM: Bill Waller, City Administrator *BW*  
DATE: July 6, 2023  
RE: Personnel Committee Recommendations

The Personnel Committee has the following recommendations for consideration by the City Council:

1. The Personnel Committee is recommending that the City Council promote current part-time Police Officer Amy Gehrke to full-time status to fill the vacancy created by Charles Peterson's resignation. Based on Ms. Gehrke's experience in law enforcement, it is recommended that she start at step 2 in the salary schedule. A letter from the Police Chief regarding this recommendation is included.
2. The Personnel Committee is recommending that the City Council hire Josh Tarrence as a Building Inspector for the City of La Crescent. This is the new position that has been added in the City's Building and Zoning Department. Mr. Tarrence is currently employed by the City as an Assistant Chief/Fire Marshal in the Fire Department. Mr. Tarrence's experience in both the fire service and police service provide a sound basis for him to perform some of the essential functions of the position. It is proposed that Mr. Tarrence would start at step one in the salary schedule, serve a six-month probationary period, and receive the \$50 per month cell phone allowance. For City Council information, a copy of the City's nepotism policy is included.





# CITY OF LA CRESCENT

## Department of Police

Chief Luke M. Ahlschlager



June 29, 2023

Honorable Mayor and City Council Members

City Administrator Bill Waller

RE: Request to promote to fill vacant Peace Officer position

As there is a full-time Peace Officer position open within the La Crescent Police Department, I am requesting permission to promote Officer Amy Gehrke from the police department's part-time officer roster.

Officer Gehrke became P.O.S.T Licensed in June and was subsequently interviewed for a part-time officer position within the department. P.O.S.T required psychological testing, background investigation, physical testing and medical screening was completed prior to Officer Gehrke's hiring.

Additionally, I am requesting Officer Gehrke is extended lateral entry to begin at step two in the union contract. Officer Gehrke has roughly five years of experience working full-time as a correctional officer/dispatcher between the Houston County Sheriff's Office (current employer) and the La Crosse County Sheriff's Office (previous employer). In addition, Officer Gehrke is a Fire Fighter/Emergency Medical Responder and has been active for the past six years with the Nodine Fire & Rescue Department.

The promotion would be pursuant to the terms and conditions of the LELS Union contract and serving a twelve-month probationary period.

Respectfully,

Luke Ahlschlager

Chief of Police

**RESOLUTION NO. 03-98-11**

**A RESOLUTION TO ADOPT A POLICY ON NEPOTISM**

WHEREAS, the City Council has received a recommendation from the City Administrator to establish a policy for the employment of immediate relatives in order to avoid conflict of interest, and

WHEREAS, currently there is no policy on the employment of immediate relatives, and

WHEREAS, the City Council deems it in the best interest of the City to formally adopt this policy,

NOW THEREFORE BE IT RESOLVED that the City Council adopts the following as standard policy:

**POLICY STATEMENT NO. 21**

**TO ESTABLISH A POLICY FOR THE EMPLOYMENT OF IMMEDIATE RELATIVES IN ORDER TO AVOID CONFLICT OF INTEREST**

**STATEMENT OF POLICY:**

1. It is the City's policy that immediate relatives will not be employed in positions where:
  - A. One relative would have the authority to supervise, appoint, remove, discipline, evaluate performance and/or direct and assign work.
  - B. One relative would be responsible for auditing the work of the other.
  - C. Other circumstances exist which would place the relatives in a situation of possible conflict of interest.

**DEFINITIONS:**

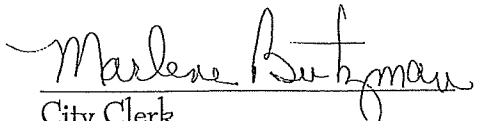
Immediate family: includes spouse, child, parent, brother, sister  
Grandparents, parent-in-law, son-in-law, daughter-in-law, or  
grandchildren. This policy shall apply to persons related by blood or  
marriage residing in an employee's home.

ADOPTED this 23rd day of March, 1998.

SIGNED:

  
Mayor

ATTEST:

  
City Clerk

**RESOLUTION NO. 07-23-24****RESOLUTION ACCEPTING DONATIONS MADE TO THE  
CITY OF LA CRESCENT IN JUNE, 2023**

WHEREAS, the following donations were made to the City of La Crescent in the month of June 2023:

1. Crest Precast Inc. wishes to donate \$500.00 to the LCPD/Neighbor's Night Out.
2. Wieser Law Office wishes to donate \$100.00 to the LCPD/Neighbor's Night Out.
3. Zenke Inc. wishes to donate \$100.00 to the LCPD/Neighbor's Night Out.
4. Tom Niebeling Landscaping wishes to donate \$25.00 to the LCPD/Neighbor's Night Out.
5. Home Federal Savings Bank wishes to donate \$100.00 to the LCPD/Neighbor's Night Out.
6. Destination Dental wishes to donate \$300.00 to the LCPD/Neighbor's Night Out.
7. Local 2166 AFSCME wishes to donate \$100.00 to the LCPD/Neighbor's Night Out.
8. Wieser Precast – Doric Vault Co. wishes to donate \$100.00 to the LCPD/Neighbor's Night Out.
9. Kaddy's Kafe Inc. wishes to donate \$100.00 to the LCPD/Neighbor's Night Out.
10. Yvonne Berger wishes to donate \$100.00 to the La Crescent Fire Department.
11. Lea Zhang wishes to donate \$500.00 to Pine Creek Golf Course.

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

ADOPTED this 10<sup>th</sup> day of July 2023.

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
Deputy Clerk

#3.4



CITY OF LA CRESCENT  
Department of Police  
Chief Luke M. Ahlschlager



June 29, 2023

Honorable Mayor and City Council Members

City Administrator Bill Waller

RE: Street Closure Request – Family Reunion – 711 Juniper Street

Saturday, July 15, 2023 11AM – 8PM

Ellen Gordon has made a temporary street closure request for a large family reunion event on the 700 block of Juniper Street. The area specifically closed would be in front of 711 Juniper Street on Saturday, July 15<sup>th</sup>, 2023.

Message from Ellen Gordon:

*Dear Chief Ahlschlager,*

*We are having a family reunion, Dave, and Ellen Gordon, 711 Juniper St. with about 50 attendees (38 adults and 12 children) on July 15 from 11AM - 8PM. Because vehicles zoom around corner of Birch and Juniper and down Juniper, we like to request the street be closed from stop sign at corner of Birch and Juniper down to mailbox of house at 712. They would have access to their driveway. I contacted Joanne Bailey at 708 Juniper and they are okay with this. No other homes would be affected.*

An alternate route would still be accessible by residents who are not participating and guest of residences located in the vicinity. I do not anticipate any immediate public safety concerns or undue hardship if emergency access was needed during the time of the event. City cones and barricades would be loaned out for the event.

I would respectfully request the La Crescent City Council grant permission for the street to be temporarily closed and the event to be held.

Thank you in advance for your consideration.

Sincerely,

Luke Ahlschlager

Chief of Police

COUNTY OF HOUSTON  
NOTICE OF PUBLIC HEARING AND INTENT TO ADOPT AN ORDINANCE

PLEASE TAKE NOTICE:

That a public hearing, pursuant to Minnesota Statutes 394.26, to consider recommending adoption of an updated Comprehensive Land Use Plan to the Houston County Board of Commissioners, will take place during a special meeting of the Houston County Planning Commission on Tuesday, July 25, 2023, at 8:30 a.m. in the Commissioners' Room, Houston County Historic Courthouse, located at 304 South Marshall Street, Caledonia, Minnesota.

Houston County hired TKDA to update the 2008 Comprehensive Land Use Plan. Copies of the proposed Comprehensive Land Use Plan are available for viewing online at:

<https://tinyurl.com/HoustonCountyLandUse>. Hard copies can be requested from the Zoning Office, located at 304 South Marshall Street - Room 209, Caledonia, Minnesota.

A comprehensive plan is one of the primary tools used by local governments to achieve the community vision, regulate land uses and guide future investments. The Comprehensive Land Use Plan serves as a framework for community development, outlines policies, strategies, and goals for land use, and provides the basis for official controls. In order to maintain relevance in light of changes to physical, economic, and social conditions, a comprehensive plan requires periodic updating and an updated comprehensive plan will aid Houston County as it makes decisions regarding public and private land use, and is necessary to achieve orderly growth in the County.

All persons having an interest in the matter are invited to attend the hearing. The meeting will be accessible to public participants in person or via our conference call line at 312-626-6799 and entering meeting ID: 994 7297 7175 and password 368422. Public attendees are requested to mute their line until addressed.

HOUSTON COUNTY ENVIRONMENTAL SERVICES

By Martin Herrick  
Zoning Administrator

ADV: July 10, 2023



RECEIVED  
JUL 03 2023

City of La Crescent, MN

COUNTY OF HOUSTON  
NOTICE OF PUBLIC HEARING AND INTENT TO ADOPT AN ORDINANCE

PLEASE TAKE NOTICE:

That a public hearing, pursuant to Minnesota Statutes 394.26, to consider adopting an updated Comprehensive Land Use Plan by ordinance, will take place during the Houston County Board of Commissioners meeting on Tuesday, July 25, 2023, at 9:00 a.m. in the Commissioners' Room, Houston County Historic Courthouse, located at 304 South Marshall Street, Caledonia, Minnesota.

Houston County hired TKDA to update the 2008 Comprehensive Land Use Plan. Copies of the proposed Comprehensive Land Use Plan are available for viewing online at:

<https://tinyurl.com/HoustonCountyLandUse>. Hard copies can be requested from the Zoning Office, located at 304 South Marshall Street - Room 209, Caledonia, Minnesota or viewed during regular office hours at the Auditor's Office, located at 304 South Marshall Street - Room 116, Caledonia, Minnesota.

A comprehensive plan is one of the primary tools used by local governments to achieve the community vision, regulate land uses and guide future investments. The Comprehensive Land Use Plan serves as a framework for community development, outlines policies, strategies, and goals for land use, and provides the basis for official controls. In order to maintain relevance in light of changes to physical, economic, and social conditions, a comprehensive plan requires periodic updating and an updated comprehensive plan will aid Houston County as it makes decisions regarding public and private land use, and is necessary to achieve orderly growth in the County.

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HOUSTON COUNTY ENVIRONMENTAL SERVICES

By Martin Herrick  
Zoning Administrator

ADV: July 10, 2023