

MINUTES, REGULAR MEETING  
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA  
JULY 10, 2023

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of July was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, July 10th, 2023.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cheryl Jostad, Teresa O'Donnell-Ebner, and Mayor Mike Poellinger. Members absent: Dale Williams. Also present were City Attorney Skip Wieser, City Administrator Bill Waller, and Deputy Clerk Angie Boettcher.

Mayor Poellinger asked if anyone wished to take action to change the agenda as presented. There were no changes requested.

**ITEM 1 – CONSENT AGENDA**

At this time, the Mayor read the following items to be considered as part of the Consent Agenda for this regular meeting:

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

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

**A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.**

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

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

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

**ITEM 3.1 – ANNEXATION REQUEST – CRESCENT HILLS DRIVE**

Township resident Dr. Neil Mighall was in attendance at the meeting and reviewed with City Council an annexation request for a vacant lot property that he owns as well as vacant lot properties for, Jon Zlabek, Kern Minehan, Tom Tornstrom, and Paul Albrecht in the Crescent Hills 1<sup>st</sup> Addition.

City Attorney Wieser then reviewed the annexation process with the City Council. It was recommended that City Council authorize Attorney Wieser to contact the Township Attorney to see if the Township would agree to the annexation by a Joint Resolution and if no agreement can be made for Attorney Wieser to start the paperwork to file a Notice of Intent for annexation. Attorney Wieser will bring this back to City Council at a future meeting. Following discussion, Member Hutchinson made a motion, seconded by Member Jostad as follows:

**MOTION TO AUTHORIZE ATTORNEY WIESER TO PREPARE A JOINT RESOLUTION FOR ANNEXATION OF THE VACANT PARCELS IDENTIFIED IN THE CRESCENT HILLS FIRST ADDITION AND IF NO AGREEMENT CAN BE REACHED TO PREPARE A NOTICE OF INTENT TO ANNEX WITH ATTORNEY WIESER TO BRING BACK AT A FUTURE MEETING.**

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
Mike Poellinger	Yes

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

**ITEM 3.2 – PERSONNEL COMMITTEE RECOMMENDATIONS**

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

1. That City Council approve effective July 17, 2023, the promotion of Police Officer Amy Gehrke from part-time to full-time status pursuant to the terms and conditions of the LELS Union contract to fill the vacancy created by Charles Peterson's resignation. Based on Ms. Gehrke's experience in law enforcement, it was recommended that she start at step 2 in the LELS Union salary schedule. Ms. Gehrke would serve a twelve-month probationary period. A letter from the Police Chief regarding the recommendation was included.
2. That City Council hire Josh Tarrence effective July 17, 2023, as the Building Inspector for the City of La Crescent. This new position was added to the City's Building and Zoning Department. Pursuant to the terms and conditions of the AFSCME Union contract Mr. Tarrence would start at step one in the AFSCME Union salary schedule, serve a six-month probationary period, and receive the \$50 per month cell phone allowance. A copy of the City's nepotism policy was also included.

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

**MOTION TO APPROVE THE PROMOTION OF POLICE OFFICER AMY GEHRKE FROM PART-TIME TO FULL-TIME STATUS EFFECTIVE JULY 17, 2023, PURSUANT TO THE TERMS AND CONDITIONS OF THE LELS UNION CONTRACT AND BASED ON MS. GEHRKE'S EXPERIENCE IN LAW ENFORCEMENT THAT SHE START AT STEP 2 IN THE LELS UNION SALARY SCHEDULE AND SERVES A TWELVE-MONTH PROBATIONARY PERIOD.**

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
Mike Poellinger	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 Hutchinson as follows:

**MOTION TO HIRE JOSH TARRENCE EFFECTIVE JULY 17, 2023, AS THE BUILDING INSPECTOR FOR THE CITY OF LA CRESCENT. PURSUANT TO THE TERMS AND CONDITIONS OF THE AFSCME UNION CONTRACT MR. TARRENCE WILL START AT STEP ONE IN THE SALARY SCHEDULE, SERVE A SIX-MONTH PROBATIONARY PERIOD, AND RECEIVE THE \$50 PER MONTH CELL PHONE ALLOWANCE.**

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
Mike Poellinger	Yes

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

### **ITEM 3.3 – 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 Jostad introduced the following Resolution and moved its passage and adoption as follows:

#### **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

The motion for the adoption of the foregoing resolution was duly seconded by Member Hutchinson and

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

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

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

### **ITEM 3.4 – STREET CLOSURE REQUEST**

City Council reviewed a letter from La Crescent Police Chief Luke Ahlschlager regarding a street closure request for a family reunion to be held on Saturday, July 15, 2023, with the closure being from the stop sign at the corner of Birch and Juniper Streets to the residence at 712 Juniper Street from approximately 11:00 am to 8:00 pm. An alternate route will still be accessible to residents. The City will provide cones and barricades for the event. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner as follows:

**MOTION TO APPROVE A STREET CLOSURE ON SATURDAY, JULY 15, 2023 FROM THE STOP SIGN AT THE CORNER OF BIRCH AND JUNIPER STREETS TO THE RESIDENCE AT 712 JUNIPER STREET FROM APPROXIMATELY 11:00 AM TO 8:00 PM FOR A FAMILY REUNION WITH AN ALTERNATE ROUTE STILL ACCESSIBLE TO RESIDENTS WITH THE CITY PROVIDING CONES AND BARRICADES FOR THE EVENT.**

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
Mike Poellinger	Yes

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

## **7. CORRESPONDENCE**

7.1 City Council reviewed the Houston County Comprehensive Plan.

## **8. HOUSTON COUNTY**

County Commissioner Dewey Severson was in attendance and gave an update.

## **9. CHAMBER OF COMMERCE**

Chamber of Commerce representative Kim Siegersma was in attendance and gave an update.

There being no further business to come before the Council at this time, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, the following Members present voted in favor thereof, viz;

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

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 5:59 PM

APPROVAL DATE: July 24, 2023

SIGNED:

\_\_\_\_\_  
Mayor

ATTEST:

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City Administrator