

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
JULY 8, 2019

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 8, 2019, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Cheryl Jostad, Teresa O'Donnell-Ebner, Dale Williams and Mayor Mike Poellinger. Members absent: Member Brian Krenz – Not Excused. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, and City Bookkeeper 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 10, 2019
- 1.2 MINUTES – JUNE 24, 2019
- 1.3 BILLS PAYABLE – JULY 3, 2019

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

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

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

Cheryl 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 by a 4-0 vote.

ITEM 3.1 – LODGING TAX SERVICE AGREEMENT

City Attorney Wieser reviewed with City Council three (3) Marketing and Promotional Agreements regarding the disposition of the lodging tax imposed by the City of La Crescent. After retaining 5% for administrative expenses, the City is proposing the proceeds of the tax be allocated between the following organizations: La Crosse County Convention and Visitor's Bureau, Inc.; La Crescent Area Event Center, Inc.; and La Crescent Area Chamber of Commerce and Tourism. Pursuant to the Agreements, Article III, Section I contains the proposed allocation after administrative expenses. In addition, Article III of the La Crescent Area Chamber of Commerce's Agreement states that the City will no longer reimburse for postage or third-party memberships.

City Council also reviewed a hypothetical sample of the tax disposition. An Agenda Request form was filed by Dick Wieser regarding the lodging tax. It was recommended to City Council to approve the three (3) Agreements, to authorize Scrivener changes as needed and to appoint a City Council Member to the La Crosse County Convention and Visitor's Bureau Board. Following discussion, Member Williams made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THE MARKETING AND PROMOTIONAL AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND LA CROSSE COUNTY CONVENTION AND VISITOR'S BUREAU, INC. WITH THE CITY OF LA CRESCENT PAYING THE MINIMUM AMOUNT NEEDED FOR MEMBERSHIP WITH THE LA CROSSE COUNTY CONVENTION AND VISITOR'S BUREAU.

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 by a 4-0 vote.

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

MOTION TO APPROVE THE MARKETING AND PROMOTIONAL AGREEMENT BETWEEN THE CITY OF LA CRESCENT AND THE LA CRESCENT AREA EVENT CENTER, INC. AND LA CRESCENT AREA CHAMBER OF COMMERCE AND TOURISM AND TO APPROVE THE CITY RETAIN 5% OF THE LODGING TAX FOR ADMINISTRATIVE EXPENSES AND REMAINING PROCEEDS ALLOCATED AS FOLLOWS: THE BALANCE REMAINING AFTER MEMBERSHIP WITH THE LA CROSSE COUNTY CONVENTION AND VISITOR'S BUREAU AND THE CITY RETAINING 5% SPLIT EQUALLY BETWEEN THE LA CRESCENT AREA EVENT CENTER, INC. AND LA CRESCENT AREA CHAMBER OF COMMERCE AND TOURISM.

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

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

Member Cherryl Jostad voted against the same. The motion was declared duly carried by a 3-1 vote.

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

MOTION TO AUTHORIZE CLERICAL CHANGES TO THE THREE (3) MARKETING AND PROMOTIONAL AGREEMENTS BETWEEN THE CITY OF LA CRESCENT AND LA CROSSE COUNTY CONVENTION AND VISITOR'S BUREAU, INC., THE LA CRESCENT AREA EVENT CENTER, INC. AND LA CRESCENT AREA CHAMBER OF COMMERCE AND TOURISM.

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 by a 4-0 vote.

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

MOTION TO APPOINT CITY COUNCIL MEMBER CHERYL JOSTAD AS THE MEMBER TO THE LA CROSSE COUNTY CONVENTION AND VISITOR'S BUREAU BOARD.

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

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

Member Cheryl Jostad abstained from voting. The motion was declared duly carried by a 3-0 vote.

ITEM 3.2 - HOUSTON COUNTY COMPREHENSIVE PLAN UPDATE

Linda Larson from the City of La Crescent Planning Commission reviewed with City Council the Houston County Comprehensive Plan Survey. This item was informational, and no action taken.

ITEM 3.3 – CALL FOR SPECIAL CITY COUNCIL MEETING

City Administrator Waller reviewed with City Council the recommendation that the City Council call for a special City Council meeting on Monday, July 29, 2019 at 5:30 pm. The recommended agenda items would be the following:

1. Update and review of current and future City improvement projects. The City Engineer would be in attendance at the meeting to review these items with the City Council.
2. Discussion regarding downtown development. This would include a new City Hall/Library and redevelopment options for properties located adjacent to the current City Hall and Library.

Following discussion, it was decided not to call for a special City Council Meeting on July 29, 2019 and no action was taken.

ITEM 3.4 – GOLF COMMISSION APPOINTMENT

City Administrator Waller reviewed with City Council the recommendation to appoint Bill Dockendorff to the Golf Commission to fill the vacancy created by Larry Jankowski's resignation. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE APPOINTMENT OF BILL DOCKENDORFF TO THE GOLF COMMISSION.

Cheryl 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 by a 4-0 vote.

ITEM 3.5 – PERSONNEL COMMITTEE RECOMMENDATION

City Administrator Waller reviewed with City Council the following recommendations from the Personnel Committee:

1. That the City Council approve an offer of employment to Jevin Dorschner as a laborer in the City's Utility/Maintenance Department. This would fill the vacancy created by Anthony Holloway's resignation. An update was provided at the meeting regarding Mr. Dorschner having successfully completed a pre-employment physical and drug test, along with a criminal history background check. It is recommended that Mr. Dorschner would start at step one in the union contract, and that pursuant to the terms of the contract he would serve a six month probationary period.
2. That on July 31, 2019 Police Officer Isaiah Bunke will have completed his one-year probationary period as a Police Officer and that his probationary status be removed, and he be classified as a regular City of La Crescent employee. A letter from the Police Chief regarding this recommendation was reviewed.
3. That the City Council accept Police Officer Chris Frick's resignation. A letter from the Police Chief regarding this recommendation was reviewed.
4. That the City Council approve a conditional offer of full-time employment as a Police Officer to part-time Police Officer Kaylee Inglett to fill the vacancy created by Chris Frick's resignation. The offer of employment would be contingent upon an updated background check. It is recommended that Ms. Inglett would start at step one in the union contract, and that pursuant to the terms and conditions of the contract she would serve a 12-month probationary period. A letter from the Police Chief regarding this recommendation was reviewed.

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

MOTION TO APPROVE AN OFFER OF EMPLOYMENT TO JEVIN DORSCHNER AS A LABORER IN THE CITY'S UTILITY/MAINTENANCE DEPARTMENT AND THAT MR. DORSCHNER START AT STEP ONE IN THE UNION CONTRACT, AND THAT PURSUANT TO THE TERMS OF THE CONTRACT HE WOULD SERVE A SIX-MONTH PROBATIONARY PERIOD.

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

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 by a 4-0 vote.

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

MOTION TO APPROVE REMOVING LA CRESCENT POLICE OFFICER ISAIAH BUNKE'S PROBATIONARY STATUS AS A POLICE OFFICER EFFECTIVE JULY 31, 2019 AND THAT HE BE CLASSIFIED AS A REGULAR CITY OF LA CRESCENT EMPLOYEE.

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

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 by a 4-0 vote.

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

MOTION TO ACCEPT LA CRESCENT POLICE OFFICER CHRIS FRICK'S RESIGNATION FROM THE LA CRESCENT POLICE DEPARTMENT EFFECTIVE JULY 9, 2019.

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

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 by a 4-0 vote.

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

MOTION TO APPROVE A CONDITIONAL OFFER OF FULL-TIME EMPLOYMENT AS A POLICE OFFICER FOR THE LA CRESCENT POLICE DEPARTMENT TO PART-TIME POLICE OFFICER KAYLEE INGLETT WITH THE OFFER OF EMPLOYMENT CONTINGENT UPON AN UPDATED BACKGROUND CHECK AND THAT MS. INGLETT WOULD START AT STEP ONE IN THE UNION CONTRACT, AND THAT PURSUANT TO THE TERMS AND CONDITIONS OF THE CONTRACT SHE WOULD SERVE A 12-MONTH PROBATIONARY PERIOD.

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

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 by a 4-0 vote.

ITEM 3.6 - TEMPORARY LIQUOR LICENSE APPLICATION

City Council reviewed a temporary liquor license application from La Crescent Apple Festival, Inc. for September 19-22, 2019 at Abnet Field. The application appears to be in order, and it was recommended to City

Council to approve the application and authorize that it be forwarded to the Minnesota Department of Public Safety. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE THE TEMPORARY LIQUOR LICENSE APPLICATION FOR LA CRESCENT APPLE FESTIVAL, INC. FOR SEPTEMBER 19-22, 2019 AT ABNET FIELD AND THAT IT BE FORWARDED TO THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY.

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 by a 4-0 vote.

ITEM 3.7 – AUTHORIZE EXPENDITURE

City Administrator Waller reviewed with City Council a Memorandum from La Crescent Police Chief Doug Stavenau regarding a second City Council Chamber Projection Screen. With the completion of the City Hall Security Camera System and the addition of the one Council Chamber Projection Screen, it has become apparent due to room layout and constraints a second projection screen would be useful. The City obtained a bid from the original system installer, Five Star Telecom, Inc., for a second connected screen in the amount of \$2,765.04. The screen would be installed on the east wall of the Chamber near the agenda podium. The initial purchase was made from funds authorized to be used from a differed squad car purchase in the 2017 Capital Expenditure Budget. It is recommended that if the purchase was approved, the funds be drawn from remaining funds of the differed car purchase. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad, as follows:

MOTION TO ACCEPT THE BID FROM FIVE STAR TELECOM, INC. FOR A SECOND CONNECTED SCREEN FOR CITY COUNCIL CHAMBERS IN THE AMOUNT OF \$2,765.04 USING REMAINING FUNDS FROM A DIFFERED SQUAD CAR PURCHASE IN THE 2017 CAPITAL EXPENDITURE BUDGET.

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 by a 4-0 vote.

ITEM 3.8 – GAMBLING PERMIT APPLICATION

The gambling permit application from La Crescent Animal Rescue was withdrawn. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

Eileen Krenz from the La Crescent Chamber of Commerce updated City Council regarding the steak fry.

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

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 by a 4-0 vote and the meeting duly adjourned at 6:13 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator