

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
AUGUST 9, 2021
5:30 P.M.

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 – JULY 26, 2021
- 1.2 BILLS PAYABLE THROUGH AUGUST 5, 2021

2. PUBLIC HEARING

3. ITEMS FOR CONSIDERATION

- 3.1 MnDOT LIMITED USE PERMIT RESOLUTION
- 3.2 WILDWOOD STORMWATER AGREEMENT
- 3.3 AGENDA REQUEST – CEMETERY TRANSFER
- 3.4 HAZARDOUS BUILDING DEMOLITION PROPOSALS
- 3.5 ANNEXATION REVIEW/UPDATE
- 3.6 MnDPS – DRIVERS EXAM LEASE AGREEMENT
- 3.7 ROTARY BIKE RIDE
- 3.8 AUTHORIZE EXPENDITURE – COVID REVIEW
- 3.9 DONATION RESOLUTION
- 3.10
- 3.11

4. UNFINISHED BUSINESS

- 4.1

CITY OF LA CRESCENT
AGENDA
REGULAR MEETING
AUGUST 9, 2021
5:30 P.M.



5. MAYOR'S COMMENTS

5.1 RECOGNITION CERTIFICATES

6. STAFF CORRESPONDENCE/COMMITTEE UPDATES

6.1 EXPLORE LA CROSSE

6.2 CHOOSE LA CROSSE

6.3

7. CORRESPONDENCE

7.1 MN DEPARTMENT OF HEALTH

7.2 GREENSTEP – STATE FAIR

7.3 PAUL AND JUDY ULLAND

8. CHAMBER OF COMMERCE

8.1

9. ITEMS FOR NEXT AGENDA

10. ADJOURNMENT

#1.1

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
JULY 26, 2021

Pursuant to due call and notice thereof, the second 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 26, 2021.

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: Ryan Hutchinson. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, City Police Chief Doug Stavenau, City Sustainability Coordinator Jason Ludwigson, and City Administrative Assistant Angie Boettcher.

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

ITEM 1 – CONSENT AGENDA

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

- 1.1 MINUTES – JULY 12, 2021
- 1.2 BILLS PAYABLE THROUGH JULY 22, 2021
- 1.3 CASH BALANCE/ACTIVITY REPORT – APRIL 2021
- 1.4 LIBRARY REPORT – APRIL 2021
- 1.5 CASH BALANCE/ACTIVITY REPORT – MAY 2021
- 1.6 LIBRARY REPORT – MAY 2021

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. It was recommended to revise the July 12, 2021 Minutes as follows:

- 1. Revise Resolution No. 07-21-23 in Item 3.6 – 2022 Transit Resolution changing the percentage of the total operating costs in the second FURTHER RESOLVED clause to read “FURTHER RESOLVED that the City of La Crescent, Minnesota, agrees to provide a local share of up to twenty percent (20%) of the total operating costs and up to twenty percent (20%) of total capital costs.”
- 2. Revise Resolution No. 07-21-24 in Item 3.8 – Donation Resolution changing the wording of “National Night Out” to “Neighbor’s Night Out” in paragraph Nos. 2, 3, 4, and 5.

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

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED INCLUDING THE REVISIONS TO THE JULY 12, 2021 MINUTES AS STATED ABOVE.

Upon a roll call vote taken and tallied by the City Administrator, all Members present 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 3.1 – MnDOT LIMITED USE PERMIT RESOLUTION

City Administrator Waller reviewed with City Council a correspondence received from MnDOT regarding the need to update the City's existing limited use permit. The limited use permit was adopted in 1992. The limited use permit allows the City to participate in the MnDOT Landscape Partnership Program, and make continued improvements to MnDOT right-of-way. City Council reviewed the proposed Resolution. Following review and discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 07-21-25

A RESOLUTION TO ENTER INTO A LIMITED USE PERMIT WITH THE STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION

IT IS RESOLVED that the City of La Crescent, Minnesota, enter into Limited Use Permit No. 2805-0043 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance and use by the City of La Crescent upon, along and adjacent to Trunk Highway No. 61 and limits of which are defined in said Limited Use Permit.

IT IS FURTHER RESOLVED by the City Council of the City of La Crescent, Minnesota that the Mayor and the City Administrator are authorized to execute the Limited Use Permit.

ADOPTED this 26th day of July, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

The motion for the adoption of the foregoing resolution was duly seconded by Member Jostad and upon a roll call vote taken and tallied by the City Administrator, all Members present voted in favor thereof, viz;

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

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted by a 4-0 vote.

At this time, City Council proceeded to Item 3.4 on the Agenda.

ITEM 3.4 – PERSONNEL COMMITTEE RECOMMENDATIONS

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

1. The Personnel Committee is recommending that the City Council appoint Ryan Quanrud to the position of Training Officer. City Council reviewed a memo from the Fire Chief regarding this recommendation.
2. The Personnel Committee is recommending that the City Council accept Jay Meier's resignation as Training Officer. City Council reviewed a memo from the Fire Chief regarding this recommendation.
3. The Personnel Committee is recommending that the City Council accept Isaiah Bunke's resignation as a Police Officer. City Council reviewed Officer Bunke's resignation letter dated July 13, 2021.
4. The Personnel Committee is recommending that the City Council promote part-time Police Officer Roth Clark to full-time status to fill the vacancy created by Isaiah Bunke's resignation. Pursuant to the terms and conditions of the union contract, Mr. Clark would serve a 12-month probationary period.

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

MOTION TO APPOINT RYAN QUANRUD TO THE POSITION OF TRAINING OFFICER FOR THE LA CRESCENT FIRE DEPARTMENT.

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 JAY MEIER'S RESIGNATION AS TRAINING OFFICER FOR THE LA CRESCENT FIRE DEPARTMENT.

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

MOTION TO ACCEPT ISAIAH BUNKE'S RESIGNATION AS A POLICE OFFICER WITH THE LA CRESCENT POLICE DEPARTMENT.

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 Jostad, as follows:

MOTION TO APPROVE THE PROMOTION OF PART-TIME POLICE OFFICER ROTH CLARK TO FULL-TIME STATUS TO FILL THE VACANCY CREATED BY ISAIAH BUNKE'S RESIGNATION AND PURSUANT TO THE TERMS AND CONDITIONS OF THE UNION CONTRACT, MR. CLARK 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.

City Council then proceeded back to Item 3.2 on the Agenda.

ITEM 3.2 – ADOPT A DRAIN STORMWATER PROGRAM

City Sustainability Coordinator Ludwigson reviewed with City Council that the GreenStep committee has reviewed the Adopt-a-Drain program and is recommending its adoption by City Council. The Adopt-a-

Drain program is run by Hamline University. The Adopt-a-Drain program will be an important part of the public outreach for La Crescent. City Council reviewed information about the Adopt-a-Drain program, what it provides and its benefits. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

MOTION TO ADOPT THE ADOPT-A-DRAIN PROGRAM BASED ON THE GREENSTEP RECOMMENDATION AND TO AMEND THE BUDGET TO REFLECT THE EXPENDITURE.

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 3.3 – CARBON FREE ENERGY RESOLUTION

City Sustainability Coordinator Ludwigson reviewed with City Council that the GreenStep committee has reviewed a Carbon-Neutral Energy Resolution. City Council reviewed the Resolution. The GreenStep committee is recommending that the City Council adopt the Carbon-Neutral Energy Resolution. As a Resolution, the language included is non-binding. The Resolution fits with the community vision statement from the Partners in Energy plan. City Council also reviewed examples of over 160 cities across the US who have adopted similar resolutions. Following review and discussion, Member O'Donnell-Ebner introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 07-21-26

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA CRESCENT IN
SUPPORT OF 100 PERCENT CARBON-NEUTRAL ENERGY**

WHEREAS, too much of Minnesota's energy comes from fossil fuels that pollute our air and water and alter our climate; and,

WHEREAS, there is overwhelming scientific consensus that climate change is a real and major threat to human civilization and is caused primarily by the combustion of fossil fuels; and

WHEREAS, the greatest burden resulting from an inadequate response to climate change will be borne by young people, future generations, and the poorest and most vulnerable communities around the globe; and

WHEREAS, Minnesota communities are already feeling the impacts of climate change; and,

WHEREAS, Xcel energy, the largest provider of power to La Crescent, has committed to 100 percent carbon-free energy by 2050 (1); and,

WHEREAS, the City of La Crescent is already taking action to reduce its municipal carbon emissions and promote clean energy, including becoming a MN GreenStep city, B3 Benchmarking, solar PV installations on municipal buildings, retrofitting of LED lights, and purchase of solar electricity credits; and,

WHEREAS, carbon-free energy has brought many benefits to Minnesota, including reduced pollution (2), tens of thousands of clean energy jobs (3), and more of our energy dollars retained in the local economy; and

WHEREAS, Minnesota has historically been a leader in the fight against climate change (4), and has a responsibility to continue to set a positive example for other states and countries to follow; and

WHEREAS, the City of La Crescent can get 100 percent of its municipal electric energy needs from clean, carbon-free energy sources by 2030 (5);

THEREFORE, BE IT RESOLVED by the City Council of the City of La Crescent, in the County of Houston, State of Minnesota, that the City of La Crescent should commit to a goal of 100 percent clean, carbon-neutral energy, and move as quickly as economically feasible to achieve that goal;

To meet the goal of 100 percent carbon-neutral energy the city will aspire to:

- Meet 100 percent of its municipal electric energy needs from carbon-free energy sources by 2030.
- Meet 100 percent of the community's electric energy needs from carbon-neutral energy resources by 2035.
- Achieve net-zero emissions of communitywide energy use by 2050.
- City officials and city staff will consider all municipal decisions in light of whether they will bring the city and its residents, businesses, and institutions closer to 100 percent carbon-neutral energy generation and use.

BE IT FURTHER RESOLVED that leaders in the Legislature and statewide elected and appointed officials are urged to do everything in their power to bring Minnesota closer to 100 percent carbon-free energy, and ensure that the benefits of carbon neutral energy are realized by Minnesota residents from all walks of life.

ADOPTED this 26th day of July, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

Footnotes:

1. https://www.xcelenergy.com/carbon_free_2050
2. <https://www.pca.state.mn.us/air/greenhouse-gas-emissions-data>
3. <https://mn.gov/commerce/media/news/?id=17-371481>
4. pca.state.mn.us/air/state-and-regional-initiatives
5. Currently the City of La Crescent gets over 75% of municipal electric needs from carbon-free energy sources
6. https://lacrossetribune.com/news/local/la-crosse-looks-to-be-renewable-by/article_16e33384-e4b0-57c8-a962-90bc62166c30.html
7. https://www.postbulletin.com/magazines/radish/rochester-aims-for-renewable-energy/article_44e7d4e2-22e7-11e8-9ccc-335432ac7efe.html

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;

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

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

ITEM 3.5 – COMMISSION RESIGNATIONS/APPOINTMENTS

City Administrator Waller reviewed with City Council that Linda Larson is resigning from the Planning Commission. City Council reviewed Ms. Larson's letter of resignation. It was recommended to City Council to accept Ms. Larson's resignation, and appoint Ryan Stotts to fill the vacancy on the Planning Commission. City Administrator Waller also reviewed that there is a vacancy on the Park & Recreation Commission. It was recommended to City Council to appoint Linda Gasper to fill the vacancy that was created when Mike Limberg resigned.

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

MOTION TO ACCEPT LINDA LARSON'S RESIGNATION FROM THE PLANNING COMMISSION.

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

MOTION TO APPOINT RYAN STOTTS TO THE PLANNING COMMISSION.

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

MOTION TO APPOINT LINDA GASPER TO THE PARK & RECREATION COMMISSION.

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 – PROPOSAL TO UPDATE PARK & RECREATION PLAN

City Administrator Waller reviewed with City Council a proposal from MSA Professional Services, Inc. (MSA) to update the City's 2012 Comprehensive Park & Recreation Plan. For City Council information, in 2016, MSA completed the City's Comprehensive Plan, and in 2017, MSA completed both the City's Blufflands Plan and the City's Downtown Vision and Strategic Plan. The City's Park and Recreation Commission and the City's Natural Resource Advisory Group have reviewed the proposal, and both are recommending that the City Council accept the proposal and proceed with the project. City Council reviewed a list of some of the changes/improvements that have occurred since the 2012 plan was completed. The project will be expanded to include a thorough review and recommendations of the City's natural spaces. This component has not been included in earlier Park & Recreation Plans. In order to proceed with the project, it was recommended to City Council to accept the proposal submitted by MSA, and amend the 2021 general fund budget to reflect the expenditure. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

MOTION TO ACCEPT THE PROPOSAL SUBMITTED BY MSA PROFESSIONAL SERVICES, INC. TO UPDATE THE CITY'S 2012 COMPREHENSIVE PARK & RECREATION PLAN AND AMEND THE 2021 GENERAL FUND BUDGET TO REFLECT THE EXPENDITURE.

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 3.7 – ICE ARENA PROJECT CHANGE ORDER

City Administrator Waller reviewed with City Council a change order for the Ice Arena Improvement project. The City's Engineer/Architect and representatives from Lancer Youth Hockey are both recommending the following:

1. To address condensation concerns in the future, approve a change to a TPO-SA fully adhered roof at an increase of \$26,330.00 for the high portion of the building. This is the portion of the building that contains the sheet of ice.
2. Do not approve the change in materials and methods for the low portion of the building.
3. Accept alternate #1 and install new downspouts to match the new roof cap at an additional cost of \$1,560.00.
4. Delete the sealant/painting portion of the project which will reduce the project cost by \$30,000.00. Due to the uncertainty of the availability of the product, this item will be revisited in 2022.

It was recommended to City Council to approve the change order from Interstate Roofing & WTP., Inc. for the Ice Arena Improvement project. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO ACCEPT THE CHANGE ORDER FROM INTERSTATE ROOFING & WTP., INC. FOR THE ICE ARENA IMPROVEMENT PROJECT.

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 3.8 – TEMPORARY ON-SALE LIQUOR LICENSE

City Council reviewed a Memo from City Administrative Clerk Chris Fortsch regarding the receipt of a temporary on-sale liquor license application for La Crescent Apple Festival, Inc. for September 16-19, 2021 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 Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE A TEMPORARY ON-SALE LIQUOR LICENSE APPLICATION FOR LA CRESCENT APPLE FESTIVAL, INC. FOR SEPTEMBER 16-19, 2021 AT ABNET FIELD AND AUTHORIZE THAT IT BE FORWARDED TO THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY.

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 3.9 – APPLEFEST PARADE REQUEST

City Council reviewed a Memorandum from the Applefest Board of Directors requesting assistance from the City of La Crescent for coordinating the 73rd year of Applefest which will take place September 16-19, 2021. The Applefest Board would like assistance with the following: help in preparing the carnival area, installing signs, installing stakes and fencing, a water line for the King Apple Tent, use of city garbage cans, picnic tables and trailer, as well as help barricading the staging route for the King Apple Parade, and use of 8 golf carts during the King Apple Parade. City Council also reviewed a Memo from La Crescent Police Chief Stavenau regarding the Applefest Board of Directors requesting approval for the 2021 King Apple Parade to be held on September 19 and the Kiddie Parade to be held on September 18. The parades will be held on the same route as years previous. A map was provided for reference regarding the routes and staging areas. It was recommended to City Council to grant approval. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE FOLLOWING FOR APPLEFEST THAT WILL TAKE PLACE SEPTEMBER 16-19, 2021: HELP IN PREPARING THE CARNIVAL AREA, INSTALLING SIGNS, INSTALLING STAKES AND FENCING, A WATER LINE FOR THE KING APPLE TENT, USE OF CITY GARBAGE CANS, PICNIC TABLES AND TRAILER, AS WELL AS HELP BARRICADING THE STAGING ROUTE FOR THE KING APPLE PARADE, AND USE OF 8 GOLF CARTS DURING THE KING APPLE PARADE AND ALSO TO APPROVE THE PARADE ROUTES FOR THE 2021 KING APPLE PARADE TO BE HELD ON SEPTEMBER 19 AND THE KIDDIE PARADE TO BE HELD ON SEPTEMBER 18 .

Upon a roll call vote taken and tallied by the City Administrator, all Members present 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 3.10 – NEIGHBOR’S NIGHT OUT

City Police Chief Stavenau reviewed with City Council and invited them to the La Crescent Police Department’s 5th Annual Neighbor's Night Out on August 3, 2021 from 5:00-8:00 pm at Frank J. Kistler Memorial Park. The Police Department has invited numerous community groups to showcase La Crescent and the event includes a free brat meal in addition to numerous free family-friendly activities. City Council was encouraged to help spread the word in helping celebrate the Community of La Crescent while meeting old friends and making new ones. This item was informational, and no action was taken.

ITEM 3.11 – PUBLIC INFORMATIONAL MEETING

City Police Chief Stavenau reviewed with City Council a correspondence to numerous City of La Crosse and Houston County agencies regarding a public informational meeting to be held on July 27, 2021, at 5:30 pm at the La Crescent Community Room to address the concerns of Shore Acres residents regarding the bass boat traffic during tournaments on the West Channel of Mississippi River. It was the consensus of City Council for Mayor Mike Poellinger to attend and Council Members Teresa O’Donnell-Ebner and Cherryl Jostad to split attendance as representatives from the La Crescent City Council. This item was informational, and no action was taken.

At this time, it was the consensus of City Council to again review Item 3.3 – Carbon Free Energy Resolution.

ITEM 3.3 – CARBON FREE ENERGY RESOLUTION (REVIEW)

It was recommended by City Attorney Wieser to remove the word “aspire” in meeting the goals and to include an additional bullet point in the goals as referenced in the Resolution.

Following review and discussion, Member O’Donnell-Ebner introduced the following amended resolution including City Attorney Wieser’s wording recommendations and moved its passage and adoption:

RESOLUTION NO. 07-21-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LA CRESCENT IN SUPPORT OF 100 PERCENT CARBON-NEUTRAL ENERGY

WHEREAS, too much of Minnesota's energy comes from fossil fuels that pollute our air and water and alter our climate; and,

WHEREAS, there is overwhelming scientific consensus that climate change is a real and major threat to human civilization and is caused primarily by the combustion of fossil fuels; and

WHEREAS, the greatest burden resulting from an inadequate response to climate change will be borne by young people, future generations, and the poorest and most vulnerable communities around the globe; and

WHEREAS, Minnesota communities are already feeling the impacts of climate change; and,

WHEREAS, Xcel energy, the largest provider of power to La Crescent, has committed to 100 percent carbon-free energy by 2050 (1); and,

WHEREAS, the City of La Crescent is already taking action to reduce its municipal carbon emissions and promote clean energy, including becoming a MN Green Steps city, B3 Benchmarking, solar PV installations on municipal buildings, retrofitting of LED lights, and purchase of solar electricity credits; and,

WHEREAS, carbon-free energy has brought many benefits to Minnesota, including reduced pollution (2), tens of thousands of clean energy jobs (3), and more of our energy dollars retained in the local economy; and

WHEREAS, Minnesota has historically been a leader in the fight against climate change (4), and has a responsibility to continue to set a positive example for other states and countries to follow; and

WHEREAS, the City of La Crescent can get 100 percent of its municipal electric energy needs from clean, carbon-free energy sources by 2030 (5);

THEREFORE, BE IT RESOLVED by the City Council of the City of La Crescent, in the County of Houston, State of Minnesota, that the City of La Crescent should commit to a goal of 100 percent clean, carbon-neutral energy, and move as quickly as economically feasible to achieve that goal;

To meet the goal of 100 percent carbon-neutral energy the city will:

- Meet 100 percent of its municipal electric energy needs from carbon-free energy sources by 2030.
- Meet 100 percent of the community's electric energy needs from carbon-neutral energy resources by 2035.
- Achieve net-zero emissions of communitywide energy use by 2050.
- City officials and city staff will consider all municipal decisions in light of whether they will bring the city and its residents, businesses, and institutions closer to 100 percent carbon-neutral energy generation and use.
- The above goals are aspirational in nature and not to be considered binding upon the City.

BE IT FURTHER RESOLVED that leaders in the Legislature and statewide elected and appointed officials are urged to do everything in their power to bring Minnesota closer to 100 percent carbon-free energy, and ensure that the benefits of carbon neutral energy are realized by Minnesota residents from all walks of life.

ADOPTED this 26th day of July, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

Footnotes:

1. https://www.xcelenergy.com/carbon_free_2050
2. <https://www.pca.state.mn.us/air/greenhouse-gas-emissions-data>
3. <https://mn.gov/commerce/media/news/?id=17-371481>
4. [pca.state.mn.us/air/state-and-regional-initiatives](https://www.pca.state.mn.us/air/state-and-regional-initiatives)
5. Currently the City of La Crescent gets over 75% of municipal electric needs from carbon-free energy sources
6. https://lacrossetribune.com/news/local/la-crosse-looks-to-be-renewable-by/article_16e33384-e4b0-57c8-a962-90bc62166c30.html
7. https://www.postbulletin.com/magazines/radish/rochester-aims-for-renewable-energy/article_44e7d4e2-22e7-11e8-9ccc-335432ac7efe.html

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;

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

and none voted against the same. The motion was declared duly carried and the resolution duly passed and adopted by a 4-0 vote.

ITEM 5.1 – MAYOR’S COMMENTS – COVID-19 REVIEW

Mayor Poellinger wished to address the Covid-19 review/timeline. Ryan Stotts will be preparing a review and narrative not to exceed \$2,000.00. This item will be placed on the next City Council Agenda.

ITEM 6.1 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – PARK AND RECREATION COMMISSION MINUTES – JULY 20, 2021

City Council reviewed the Minutes from the July 20, 2021 La Crescent Park and Recreation Commission meeting. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

Tammy Stremcha of the La Crescent Chamber of Commerce informed City Council that the Chamber Annual Steak Fry will be held on August 11, 2021 and that the Fire Department’s 100th Year Celebration will be held on August 7, 2021.

There being no further business to come before the Council at this time, Member Williams 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;

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 6:36 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator

1.2

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
360BRANDS, INC						
78754	CITY HALL - CLEANING	07/01/2021	460.00	.00		
Total 9880:			460.00	.00		
3P ADMINISTRATORS, INC.						
7/24/21 J.M.	MEDICAL REIMB P/R DEDUCTED	07/27/2021	59.84	59.84	07/27/2021	
Total 9457:			59.84	59.84		
A1 PRECISION PUMPING INC						
9371	PUMP GRINDER PIT AT 534 SHORE ACRES	06/29/2021	350.00	.00		
9376	VALVE BOXES ON MAIN STREET	06/30/2021	250.00	.00		
Total 9080:			600.00	.00		
ABILITY BUILDING CENTER INC						
10361	FD - CLEANING COMM RM	07/31/2021	129.00	.00		
10361	FD - CLEANING STATION	07/31/2021	172.00	.00		
Total 8085:			301.00	.00		
ACENTEK						
7/21 STMT	BRUSH SITE PHONE CHARGES	07/31/2021	37.16	.00		
7/21 STMT	GOLF COURSE PHONE CHARGES	07/31/2021	435.03	.00		
7/21 STMT	LIC BUR PHONE CHARGES	07/31/2021	176.11	.00		
7/21 STMT	SEWER PHONE CHARGES	07/31/2021	104.68	.00		
7/21 STMT	PUB WORKS PHONE CHARGES	07/31/2021	49.11	.00		
7/21 STMT	B&Z PHONE CHARGES	07/31/2021	49.11	.00		
7/21 STMT	POLICE PHONE CHARGES	07/31/2021	336.79	.00		
7/21 STMT	CITY HALL PHONE CHARGES	07/31/2021	343.90	.00		
7/21 STMT	WATER PHONE CHARGES	07/31/2021	88.75	.00		
7/21 STMT	FIRE DEPT PHONE CHARGES	07/31/2021	503.56	.00		
7/21 STMT	LIBRARY PHONE CHARGES	07/31/2021	132.95	.00		
7/21 STMT	ARENA PHONE CHARGES	07/31/2021	275.71	.00		
7/21 STMT	POOL PHONE CHARGES	07/31/2021	149.71	.00		
7/21 STMT	STREET PHONE CHARGES	07/31/2021	43.62	.00		
Total 24:			2,726.19	.00		
AFLAC						
7/21 STMT	INSURANCE PREMIUMS	08/01/2021	165.62	.00		
Total 72:			165.62	.00		
AFSCME						
7/21 DUES	PAYROLL DEDUCTED UNION DUES	08/01/2021	722.31	.00		
Total 25:			722.31	.00		
AIRGAS USA LLC						
9115413689	FD - O2 MEDICAL SUPPLIES	07/15/2021	58.53	.00		
9115711350	FD - MEDICAL SUPPLIES	07/23/2021	27.38	.00		
Total 1802:			85.91	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
AMAZON CAPITAL SERVICES						
1CGT-WFVQ-D1	CITY - OFFICE SUPPLIES	08/02/2021	28.98	.00		
Total 9956:			28.98	.00		
AUTO VALUE LA CROSSE						
516368445	GC - PARTS FOR TRACTOR	07/12/2021	13.99	.00		
516368934	GC - REPAIR EQUIPMENT	07/15/2021	43.07	.00		
516369343	GC - EQUIPMENT PARTS RETURN CREDIT	07/19/2021	22.34-	.00		
516369346	SHOP - BRAKE PARTS CLEANER	07/19/2021	9.57	.00		
Total 2106:			44.29	.00		
B & T TECHNICAL SERVICES, LLC						
19485	COMM BLDG - SOLAR ELECTRICAL SERVICE	06/29/2021	537.88	.00		
Total 9680:			537.88	.00		
BEAM INSURANCE ADMINISTRATORS LLC						
8/21 STMT	EMPLOYER PAID DENTAL - CLERK	08/01/2021	100.16	100.16	08/03/2021	
8/21 STMT	EMPLOYER PAID DENTAL - PD	08/01/2021	384.33	384.33	08/03/2021	
8/21 STMT	EMPLOYER PAID DENTAL - FD	08/01/2021	2.98	2.98	08/03/2021	
8/21 STMT	EMPLOYER PAID DENTAL - STREET	08/01/2021	70.57	70.57	08/03/2021	
8/21 STMT	EMPLOYER PAID DENTAL - REC	08/01/2021	5.70	5.70	08/03/2021	
8/21 STMT	EMPLOYER PAID DENTAL - PARKS	08/01/2021	25.03	25.03	08/03/2021	
8/21 STMT	A/R - DENTAL - PAUL KENAGA	08/01/2021	74.48	74.48	08/03/2021	
8/21 STMT	A/R - DENTAL - DEB OLIVER	08/01/2021	74.48	74.48	08/03/2021	
8/21 STMT	A/R - DENTAL - BARB GILE	08/01/2021	74.48	74.48	08/03/2021	
8/21 STMT	DENTAL INSURANCE WITHHELD	08/01/2021	239.83	239.83	08/03/2021	
8/21 STMT	EMPLOYER PAID DENTAL - LIBRARY	08/01/2021	37.24	37.24	08/03/2021	
8/21 STMT	EMPLOYER PAID DENTAL - WATER	08/01/2021	93.29	93.29	08/03/2021	
8/21 STMT	EMPLOYER PAID DENTAL - SEWER	08/01/2021	70.21	70.21	08/03/2021	
8/21 STMT	A/R - DENTAL - PHYLLIS FEIOCK	08/01/2021	37.24	37.24	08/03/2021	
8/21 STMT	A/R - DENTAL - ROSE ALBRECHT	08/01/2021	37.24	37.24	08/03/2021	
8/21 STMT	A/R - DENTAL - JANE PAULSON	08/01/2021	74.48	74.48	08/03/2021	
Total 9858:			1,401.74	1,401.74		
BERNIE J BUCHNER INC						
869469	POOL - HEATER REPAIR	07/28/2021	527.59	.00		
Total 129:			527.59	.00		
BRANDON COMMUNICATIONS						
INV-30454	FD - PAGER SERVICE	07/13/2021	39.02	.00		
INV-30455	FD - PAGER SERVICE	07/13/2021	40.23	.00		
Total 1599:			79.25	.00		
CITY TREASURER'S OFFICE						
7/31/21 TRANSIT	MTU TRANSIT FUNDING PASS THRU	07/20/2021	40,708.50	.00		
Total 1086:			40,708.50	.00		
CLASSIC ROCK PRODUCTS INC						
805	VETS PARK LANDSCAPING	07/29/2021	408.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 278:			408.00	.00		
CORE & MAIN LP						
P260419	WATER METERS/MXUS	07/20/2021	8,045.05	.00		
Total 9647:			8,045.05	.00		
CUSTOM ALARM						
492814	GC - MONTHLY ALARM MONITORING SYSTEM	08/01/2021	37.53	.00		
Total 290:			37.53	.00		
DAVY LABORATORIES						
21G0378	WATER - SAMPLES	07/28/2021	150.00	.00		
Total 312:			150.00	.00		
DEBAUCHE TRUCK & DIESEL INC						
01W4118	2015 PLOW - DOT INSPECTION	07/31/2021	118.83	.00		
Total 297:			118.83	.00		
DEPT OF NATURAL RESOURCES						
7/13-19/21	WEEKLY RECREATIONAL VEH. REGIST.	07/19/2021	432.00	432.00	07/23/2021	
7/20-26/21	WEEKLY RECREATIONAL VEH. REGIST.	07/26/2021	853.17	853.17	07/30/2021	
Total 318:			1,285.17	1,285.17		
EFTPS - ELECTRONIC FEDERAL TAX						
7/23/21 P/R	FED/FICA/MEDICARE	07/28/2021	21,513.78	21,513.78	07/28/2021	
Total 1127:			21,513.78	21,513.78		
ELM USA, INC						
41138	LIB - CD/DVD CLEANING	07/16/2021	25.00	.00		
Total 9517:			25.00	.00		
G & F DISTRIBUTING, INC.						
0132120801	GC - BEER FOR RESALE	07/28/2021	141.45	.00		
Total 8628:			141.45	.00		
GOODYEAR AUTO SERVICE CENTER						
335720	PARKS - MOWER TIRES	07/23/2021	98.20	.00		
Total 607:			98.20	.00		
GOPHER STATE ONE-CALL						
1070509	WATER - LOCATE	07/31/2021	59.40	.00		
1070509	SEWER - LOCATE	07/31/2021	59.40	.00		
Total 620:			118.80	.00		
GRAF ELECTRIC, INC.						
19379	GRINDER PUMP REPAIR	07/22/2021	120.58	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 619:			120.58	.00		
GUNDERSEN LUTHERAN						
5/21 STLMT	TIF REIMB. - SITE IMP. 45%	08/01/2021	8,271.42	8,271.42	08/02/2021	
Total 1157:			8,271.42	8,271.42		
HAWKINS INC.						
4988413	WATER PLANT - REPLACED CHLORINE SUPPLY LINE	07/14/2021	62.31	.00		
4991278	POOL - CHEMICALS	07/23/2021	2,543.69	.00		
Total 512:			2,606.00	.00		
HETH JR., JENNIFER & ROBERT						
5/21 STLMT	TIF REIMB - SITE IMP. - 90%	08/01/2021	3,481.16	3,481.16	08/02/2021	
Total 8951:			3,481.16	3,481.16		
HETH'S HARDWARE HANK STORE INC						
7/21 STMT	WATER - SMALL TOOLS	07/31/2021	30.83	.00		
7/21 STMT	WATER - POSTAGE	07/31/2021	12.30	.00		
7/21 STMT	WATER - BLDG MAINTENANCE	07/31/2021	32.97	.00		
7/21 STMT	PARKS - VOLLEYBALL NETS/LINES	07/31/2021	21.90	.00		
7/21 STMT	PARKS - CHEMICALS	07/31/2021	26.98	.00		
7/21 STMT	PD - VEHICLE MAINTENANCE	07/31/2021	11.99	.00		
7/21 STMT	PD - OFFICE	07/31/2021	35.93	.00		
7/21 STMT	POOL - BLDG MAINTENANCE	07/31/2021	17.01	.00		
7/21 STMT	POOL - CLEANING	07/31/2021	54.37	.00		
7/21 STMT	POOL - WHISTLE & LANYARD	07/31/2021	13.72	.00		
7/21 STMT	MAINT - SMALL TOOLS	07/31/2021	69.30	.00		
7/21 STMT	MAINT - POWER STEERING FLUID	07/31/2021	13.98	.00		
7/21 STMT	MAINT - BLDG REPAIR	07/31/2021	18.97	.00		
7/21 STMT	MAINT - BLDG REPAIR	07/31/2021	10.98	.00		
7/21 STMT	COMM RM - PATCH WALL	07/31/2021	5.38	.00		
7/21 STMT	COMM RM - MAINTENANCE	07/31/2021	1.29	.00		
7/21 STMT	BRUSH SITE - KEYS	07/31/2021	7.96	.00		
7/21 STMT	DMV LIGHTS	07/31/2021	51.96	.00		
7/21 STMT	COMM RM - MAINTENANCE	07/31/2021	17.48	.00		
7/21 STMT	FIRE - SMALL TOOLS	07/31/2021	38.94	.00		
7/21 STMT	LIBRARY - MASKS	07/31/2021	31.60	.00		
7/21 STMT	FIRE - WATER SOFTNER PELLETS	07/31/2021	11.58	.00		
7/21 STMT	PARKS - BOBCAT TIRE REPAIR	07/31/2021	3.49	.00		
Total 717:			540.91	.00		
HILLTOPPER REFUSE & RCYL SRVC						
7/21 BAGS	MONTHLY REFUSE P/U 1670@1.98	07/31/2021	3,306.60	.00		
7/21 GOLF	RECYCLING & REFUSE P/U GOLF COURSE	07/31/2021	181.60	.00		
7/21 STMT	REFUSE P/U - CITY HALL	07/31/2021	66.41	.00		
7/21 STMT	REFUSE P/U - LIBRARY	07/31/2021	10.00	.00		
7/21 STMT	REFUSE P/U - FIRE DEPT	07/31/2021	25.00	.00		
7/21 STMT	RECYCLING P/U - FIRE DEPT	07/31/2021	16.00	.00		
7/21 STMT	REFUSE P/U - PARKS	07/31/2021	148.30	.00		
7/21 STMT	REFUSE P/U MAINTENANCE	07/31/2021	152.69	.00		
7/21 STMT	REFUSE P/U - ARENA	07/31/2021	148.30	.00		
7/21 STMT	REFUSE P/U - ANIMAL SHELTER	07/31/2021	74.19	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
7/21 STMT	CITYWIDE RECYCLING P/U	07/31/2021	7,017.60	.00		
Total 9233:			11,146.69	.00		
HOUSTON CNTY TREASURER						
7/6/21 427 S 2N	RECORDING MORTGAGE SATISFACTION - SCDP GRANT	07/21/2021	46.00	46.00	07/27/2021	
Total 721:			46.00	46.00		
INNOVATIVE OFFICE SOLUTIONS						
IN3415758	CITY - OFFICE SUPPLIES	07/15/2021	84.46	.00		
IN3420449	PARK - SIGN STICKERS	07/20/2021	4.27	.00		
IN3433177	MAINT - CLEANING	07/30/2021	217.77	.00		
IN3433177	POOL - CLEANING	07/30/2021	145.18	.00		
IN3433177	CITY - OFFICE SUPPLIES	07/30/2021	92.49	.00		
Total 9471:			544.17	.00		
INTERNATIONAL UNION OF						
7/21 DUES	UNION DUES WITHHELD - GOLF COURSE	08/01/2021	210.00	.00		
Total 8293:			210.00	.00		
KANSAS CITY LIFE INSURANCE CO.						
8/21 STMT	EMPLOYER PAID INS. - CLERK	08/01/2021	22.96	22.96	08/03/2021	
8/21 STMT	EMPLOYER PAID INS. - PD	08/01/2021	111.94	111.94	08/03/2021	
8/21 STMT	EMPLOYER PAID INS. - STREET	08/01/2021	20.14	20.14	08/03/2021	
8/21 STMT	EMPLOYER PAID INS. - REC	08/01/2021	1.99	1.99	08/03/2021	
8/21 STMT	EMPLOYER PAID INS. - GOLF COURSE	08/01/2021	.01-	.01-	08/03/2021	
8/21 STMT	EMPLOYER PAID INS. - PARKS	08/01/2021	3.85	3.85	08/03/2021	
8/21 STMT	EMPLOYER PAID INS. - LIBRARY	08/01/2021	37.00	37.00	08/03/2021	
8/21 STMT	EMPLOYER PAID INS. - WATER	08/01/2021	19.42	19.42	08/03/2021	
8/21 STMT	EMPLOYER PAID INS. - SEWER	08/01/2021	16.82	16.82	08/03/2021	
8/21 STMT	P/R - DEDUCTIONS	08/01/2021	178.87	178.87	08/03/2021	
Total 8915:			412.98	412.98		
KWIK TRIP INC						
7/21 STMT	PD - FUEL	07/31/2021	1,143.77	.00		
7/21 STMT	PARK - FUEL	07/31/2021	838.11	.00		
7/21 STMT	STREET - FUEL	07/31/2021	615.86	.00		
7/21 STMT	B&Z - FUEL	07/31/2021	55.96	.00		
7/21 STMT	FIRE - FUEL	07/31/2021	240.87	.00		
7/21 STMT	WATER - FUEL	07/31/2021	178.11	.00		
7/21 STMT	SEWER - FUEL	07/31/2021	178.10	.00		
7/21 STMT	POOL - CONCESSIONS	07/31/2021	22.15	.00		
7/21 STMT	PD - NNO STUFF	07/31/2021	58.00	.00		
Total 1014:			3,330.93	.00		
LA CRESCENT AREA EVENT CENTER, INC.						
5/21 STLMT	TIF REIMB. FOR CONST. COSTS 17.5%	08/01/2021	5,131.60	5,131.60	08/02/2021	
Total 9810:			5,131.60	5,131.60		
LA CRESCENT HOTEL GROUP LLC						
5/21 STLMT	TIF REIMB. FOR CONST. COSTS 80%	08/01/2021	23,458.74	23,458.74	08/02/2021	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 9816:			23,458.74	23,458.74		
LA CROSSE GLASS COMPANY INC						
328686	COMM ROOM - REPAIR ALLEY DOOR	07/17/2021	124.00	.00		
Total 2471:			124.00	.00		
LA CROSSE TRIBUNE						
7/6/21 8 WEEKS	CITY HALL - 8 WEEKS SUBSCRIPTION DAILY	07/06/2021	129.00	.00		
LIB - 7/31/21 13	LIBRARY - SUBSCRIPTION RENEWAL	07/13/2021	58.18	.00		
Total 8522:			187.18	.00		
LAPPIN'S LLC						
15413	DEEP CLEAN COMM ROOM BATHROOMS	07/27/2021	465.94	.00		
15440	CLEAN FLOORS - COMM ROOM & FD CHIEF OFFICE	07/30/2021	1,472.80	.00		
Total 9677:			1,938.74	.00		
LAW ENFORCEMENT LABOR SERVICES						
7/21 DUES	PAYROLL DEDUCTED UNION DUES-PD	08/01/2021	444.50	.00		
Total 1134:			444.50	.00		
LEGACY PAINTING & SANDBLASTING LLC						
1250	SANDBLAST & PAINT ABNET SHELTER	07/29/2021	4,200.00	.00		
Total 9963:			4,200.00	.00		
LUDWIGSON, JASON						
7/1/21-7/31/21	SUSTAINABILITY SERVICES	07/31/2021	3,024.00	.00		
Total 9632:			3,024.00	.00		
MATHY CONSTRUCTION COMPANY INC						
5200019467	STREET - COLD MIX STREET PATCH	07/17/2021	858.28	.00		
Total 1303:			858.28	.00		
MAYO CLINIC AMBULANCE SERVICE						
7/24/21	CPR CLASS	07/24/2021	111.00	.00		
Total 8150:			111.00	.00		
McCORMICK, MIKE						
5/21 STLMT	TIF REIMB FOR LAND ACQUISITION 90%	08/01/2021	3,816.15	3,816.15	08/02/2021	
Total 8489:			3,816.15	3,816.15		
MENARDS-LA CROSSE						
52953	GC - EQUIP REPAIR	07/14/2021	31.98	.00		
52953	GC - SMALL TOOLS	07/14/2021	28.99	.00		
52953	GC - COURSE MAINT	07/14/2021	77.76	.00		
53347	SHOP - SMALL TOOLS	07/23/2021	54.84	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 1352:			193.57	.00		
METRO WATERSHED PARTNERS						
2021	2021 MEMBERSHIP ADOPT-A-DRAIN	07/27/2021	350.00	.00		
Total 9964:			350.00	.00		
MIENERGY COOPERATIVE						
MR 1084#83	FIRE STATION RENOVATION LOAN	08/01/2021	3,000.00	.00		
Total 9578:			3,000.00	.00		
MINNESOTA BOARD OF PEACE						
2021 E HOF SCH	E HOF SCHULTE POST BOARD LICENSE	07/21/2021	90.00	90.00	07/26/2021	
2021 N SKREE	N SKREE POST BOARD LICENSE	07/21/2021	90.00	90.00	07/26/2021	
Total 1307:			180.00	180.00		
MINNESOTA DEPT OF REVENUE						
7/23/21 P/R MN	MN STATE WHT	07/29/2021	3,803.00	3,803.00	07/29/2021	
Total 227:			3,803.00	3,803.00		
MINNESOTA STATE RETIREMENT SYS						
7/23/21 P/R	DEFERRED COMP. DEDUCTIONS/CONTRIBUTIONS	07/30/2021	6,491.15	6,491.15	07/30/2021	
Total 1285:			6,491.15	6,491.15		
MN UNEMPLOYMENT INSURANCE						
2ND QTR 2021	2ND QTR GC UNEMPL. COMP. INS.	07/29/2021	3,818.00	3,818.00	07/29/2021	
Total 1321:			3,818.00	3,818.00		
MTI DISTRIBUTING INC						
1316076-00	PARKS - LAWN MOWER PARTS	07/28/2021	18.13	.00		
1316076-01	PARKS - LAWN MOWER PARTS	07/30/2021	29.77	.00		
Total 1330:			47.90	.00		
NCPERS GROUP LIFE INSURANCE						
7/21 STMT	LIFE INSURANCE PREMIUMS	08/01/2021	144.00	.00		
Total 1619:			144.00	.00		
NIEBUHR						
INV27100A	WATER METER INSTALLS 7/15/21	07/15/2021	788.00	.00		
INV27200A	WATER METER INSTALLS 7/19/21	07/19/2021	668.00	.00		
Total 8277:			1,456.00	.00		
NORTHERN BEVERAGE DISTRIBUTING						
818549	GC - BEER FOR RESALE	07/22/2021	310.00	.00		
821586	GC - BEER FOR RESALE	07/29/2021	196.00	.00		
Total 2311:			506.00	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
NORTHLAND TRUST SERVICES, INC.						
2011A GO BOND	BOND INTEREST - 2011A GO BONDS	07/28/2021	1,787.50	1,787.50	07/28/2021	
8/1/21 2015A GO	BOND INTEREST - 2015A GO	07/28/2021	2,150.00	2,150.00	07/28/2021	
8/1/21 2015A GO	BOND INTEREST - 2015A GO WTR	07/28/2021	2,301.00	2,301.00	07/28/2021	
8/1/21 2015A GO	BOND INTEREST - 2015A GO SWER	07/28/2021	4,787.75	4,787.75	07/28/2021	
8/1/21 2015A GO	PAYING AGENT ANNUAL FEE-2015A GO	07/28/2021	168.30	168.30	07/28/2021	
8/1/21 2015A GO	PAYING AGENT ANNUAL FEE-2015A WTR	07/28/2021	113.85	113.85	07/28/2021	
8/1/21 2015A GO	PAYING AGENT ANNUAL FEE-2015A SWR	07/28/2021	212.85	212.85	07/28/2021	
8/1/21 2016A GO	BOND INTEREST - 2016A GO GO	07/28/2021	20,643.75	20,643.75	07/28/2021	
8/1/21 2016A GO	BOND INTEREST - 2016A GO GO	07/28/2021	11,856.25	11,856.25	07/28/2021	
8/1/21 2016A GO	BOND INTEREST - 2016A GO WTR	07/28/2021	1,800.00	1,800.00	07/28/2021	
8/1/21 2016A GO	BOND INTEREST - 2016A GO SWR	07/28/2021	900.00	900.00	07/28/2021	
8/1/21 2017A GO	BOND INTEREST - 2017A GO EQUIP CERT.	07/28/2021	8,593.75	8,593.75	07/28/2021	
8/1/21 2018A GO	BOND INTEREST - 2018A GO BONDS	07/28/2021	40,300.00	40,300.00	07/28/2021	
8/1/21 2018A GO	PAYING AGENT ANNUAL FEE-2018A GO	07/28/2021	495.00	495.00	07/28/2021	
8/1/21 2019A GO	BOND INTEREST - 2019A GO BONDS	07/28/2021	9,634.38	9,634.38	07/28/2021	
8/1/21 2019A GO	PAYING AGENT ANNUAL FEE-2019A GO	07/28/2021	495.00	495.00	07/28/2021	
8/1/21 2019B GO	BOND INTEREST - 2019B GO SWR	07/28/2021	18,775.00	18,775.00	07/28/2021	
8/1/21 2019B GO	BOND INTEREST - 2019B GO	07/28/2021	5,362.50	5,362.50	07/28/2021	
8/1/21 2019B GO	BOND INTEREST - 2019B GO WTR	07/28/2021	28,015.00	28,015.00	07/28/2021	
8/1/21 2020A GO	BOND INTEREST - 2020A GO BONDS	07/28/2021	49,700.00	49,700.00	07/28/2021	
8/1/21 2020A GO	BOND INTEREST - 2020A GO BONDS	07/28/2021	1,800.00	1,800.00	07/28/2021	
8/1/21 2020A GO	PAYING AGENT ANNUAL FEE-2020A GO	07/28/2021	477.00	477.00	07/28/2021	
8/1/21 2020A GO	PAYING AGENT ANNUAL FEE-2020A GO	07/28/2021	18.00	18.00	07/28/2021	
Total 8772:			210,386.88	210,386.88		
PEPSI-COLA BOTTLING COMPANY						
9190381	POOL - CONCESSIONS	07/06/2021	267.00	.00		
9191156	GC - POP	07/12/2021	564.90	.00		
9193617	POOL - CONCESSIONS	07/26/2021	570.00	.00		
9193618	GC - POP	07/26/2021	784.60	.00		
Total 1615:			2,186.50	.00		
PUBLIC EMPLOYEES RETIREMENT AS						
7/23/21 CORD &	RETIREMENT DEDUCTIONS/CONTRIB.-CORD & PF	07/27/2021	13,732.13	13,732.13	07/27/2021	
Total 1612:			13,732.13	13,732.13		
PUMP 4 LESS						
6/21 CITY	PARKS DEPT-MOTOR FUEL	06/30/2021	159.04	.00		
6/21 CITY	PUBLIC WORKS - MOTOR FUEL	06/30/2021	35.81	.00		
6/21 POLICE	POLICE DEPT - MOTOR FUEL	06/30/2021	201.43	.00		
Total 8604:			396.28	.00		
QUADIENT FINANCE USA, INC						
7/15/21 STMT	Postage Meter Postage - FIRE	07/15/2021	12.00	12.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage - Pool	07/15/2021	6.00	6.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage - Animal	07/15/2021	3.00	3.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage - Arena	07/15/2021	3.00	3.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage - Golf	07/15/2021	9.00	9.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage- Lic Bur	07/15/2021	30.00	30.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage - CLERK	07/15/2021	45.00	45.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage - Sewer	07/15/2021	63.00	63.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage - Water	07/15/2021	63.00	63.00	08/02/2021	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
7/15/21 STMT	Postage Meter Postage- Library	07/15/2021	9.00	9.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage - PubWor	07/15/2021	15.00	15.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage - B&Z	07/15/2021	21.00	21.00	08/02/2021	
7/15/21 STMT	Postage Meter Postage - Police	07/15/2021	21.00	21.00	08/02/2021	
Total 9799:			300.00	300.00		
QUADIENT LEASING USA, INC						
N8978120	POSTAGE METER RENT-ARENA	07/28/2021	9.78	.00		
N8978120	POSTAGE METER RENT-G.C.	07/28/2021	9.78	.00		
N8978120	POSTAGE METER RENT-LIC. BUR.	07/28/2021	9.78	.00		
N8978120	POSTAGE METER RENT-SEWER	07/28/2021	39.11	.00		
N8978120	POSTAGE METER RENT-WATER	07/28/2021	39.11	.00		
N8978120	POSTAGE METER RENT-LIBRARY	07/28/2021	9.78	.00		
N8978120	POSTAGE METER RENT-PUB.WRKS	07/28/2021	9.78	.00		
N8978120	POSTAGE METER RENT-BLDG/ZNG	07/28/2021	9.78	.00		
N8978120	POSTAGE METER RENT-PD	07/28/2021	19.56	.00		
N8978120	POSTAGE METER RENT - CLERK	07/28/2021	39.11	.00		
Total 9213:			195.57	.00		
QUALITY POOL & SPA						
20668	POOL - CHEMICALS	07/16/2021	126.59	.00		
Total 1596:			126.59	.00		
REINHART FOODSERVICE						
848829	GC - FOOD	07/02/2021	634.61	.00		
853389	GC - FOOD	07/09/2021	599.65	.00		
857624	POOL - CONCESSIONS	07/16/2021	170.29	.00		
859135	GC - FOOD	07/16/2021	255.95	.00		
859466	GC - CLEANING	07/16/2021	32.23	.00		
861227	GC - CLEANING	07/20/2021	67.94	.00		
862191	POOL - CONCESSIONS	07/21/2021	230.64	.00		
862193	POOL - CONCESSIONS	07/23/2021	286.50	.00		
866057	POOL - CONCESSIONS	07/27/2021	485.07	.00		
867555	GC - CLEANING	07/30/2021	48.93	.00		
867555	GC - FOOD	07/30/2021	183.30	.00		
Total 1817:			2,995.11	.00		
SEMA EQUIPMENT, INC.						
1540179	PARKS - MOWER PARTS	06/25/2021	96.66	.00		
Total 9837:			96.66	.00		
SOUTHEAST SERVICE COOPERATIVE						
8/21 STMT	HEALTH INSURANCE WITHHELD	08/01/2021	2,175.38	2,175.38	08/02/2021	
8/21 STMT	EMPLOYER PAID HEALTH INS - SEWER	08/01/2021	1,294.80	1,294.80	08/02/2021	
8/21 STMT	EMPLOYER PAID HEALTH INS - WATER	08/01/2021	1,584.32	1,584.32	08/02/2021	
8/21 STMT	EMPLOYER PAID HEALTH INS - LIBRARY	08/01/2021	887.06	887.06	08/02/2021	
8/21 STMT	EMPLOYER PAID HEALTH INS - PARKS	08/01/2021	708.27	708.27	08/02/2021	
8/21 STMT	EMPLOYER PAID HEALTH INS - REC	08/01/2021	179.83	179.83	08/02/2021	
8/21 STMT	EMPLOYER PAID HEALTH INS - STREET	08/01/2021	1,859.71	1,859.71	08/02/2021	
8/21 STMT	EMPLOYER PAID HEALTH INS - PD	08/01/2021	7,456.70	7,456.70	08/02/2021	
8/21 STMT	EMPLOYER PAID HEALTH INS - FD	08/01/2021	66.48	66.48	08/02/2021	
8/21 STMT	EMPLOYER PAID HEALTH INS - CLERK	08/01/2021	1,806.45	1,806.45	08/02/2021	

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Total 8401:			18,019.00	18,019.00		
THE MONOGRAM COMPANY						
32946	FD - UNIFORM SHIRTS	07/13/2021	1,457.05	.00		
Total 9965:			1,457.05	.00		
THORSON GRAPHICS LLC						
7912	CITY - ENVELOPES & LETTERHEAD	07/21/2021	745.30	.00		
Total 8998:			745.30	.00		
TRI-STATE BUSINESS MACHINES IN						
522898	LIC BUR - COPY MACHINE	07/27/2021	60.47	.00		
Total 2024:			60.47	.00		
UNITED STATES POSTMASTER						
7/21 CYCLE 3	POSTAGE - WATER/SEWER BILL	07/29/2021	127.08	127.08	07/29/2021	
7/21 CYCLE 3	POSTAGE - WATER/SEWER BILL	07/29/2021	127.08	127.08	07/29/2021	
Total 2102:			254.16	254.16		
VERIZON WIRELESS						
9885071488	FD - MOBILE	07/28/2021	120.03	.00		
Total 8973:			120.03	.00		
VISA						
7/21 STMT	REC - GOLF SUPPLIES	07/31/2021	72.77	.00		
7/21 STMT	D KOCH - WASTEWATER EXAM REFRESHER	07/31/2021	255.00	.00		
7/21 STMT	J DORSCHNER - WASTEWATER TRAINING	07/31/2021	255.00	.00		
7/21 STMT	PD - INTERNET PEOPLE SEARCH	07/31/2021	75.00	.00		
7/21 STMT	R QUANRUD MEALS - TRAINING 7/18/21-7/23/21	07/31/2021	176.80	.00		
7/21 STMT	FD - MEALS POST FIRE CALL FOR HOUSE FIRE	07/31/2021	22.25	.00		
7/21 STMT	PROJECT REVIEW MTG MEALS	07/31/2021	37.06	.00		
7/21 STMT	MAINTENANCE - SMALL TOOL FARM & FLEET	07/31/2021	420.95	.00		
7/21 STMT	PARKS - PORTABLE GAS TANK, LAWNMOWER LIFT & JAC	07/31/2021	822.87	.00		
7/21 STMT	PD - OPERATING SUPPLIES FOR DWI BLOOD DRAWS	07/31/2021	31.80	.00		
7/21 STMT	EMERGENCY SERVICES - REPAIR BOAT	07/31/2021	133.05	.00		
7/21 STMT	LIBRARY - PROGRAM SUPPLIES	07/31/2021	60.86	.00		
7/21 STMT	LIBRARY - TRAINING	07/31/2021	325.00	.00		
7/21 STMT	GC - REPAIR PARTS FOR TRACTOR	07/31/2021	313.62	.00		
7/21 STMT	LIBRARY - PROGRAM SUPPLIES	07/31/2021	5.68	.00		
7/21 STMT	FD - MEALS DURING FIRE INVESTIGATION	07/31/2021	21.44	.00		
7/21 STMT	FD - MEALS DURING FIRE INVESTIGATION	07/31/2021	39.70	.00		
7/21 STMT	LIBRARY - OFFICE SUPPLIES	07/31/2021	45.15	.00		
7/21 STMT	LIBRARY - CLEANING	07/31/2021	50.20	.00		
7/21 STMT	LIBRARY - PROCESSING	07/31/2021	28.10	.00		
7/21 STMT	LIBRARY - PROGRAM SUPPLIES	07/31/2021	25.40	.00		
7/21 STMT	LIBRARY - BOOKS - GRANT FUNDED	07/31/2021	425.31	.00		
7/21 STMT	LIBRARY - PROGRAM SUPPLIES	07/31/2021	5.93	.00		
Total 2208:			3,648.94	.00		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
VSC CORPORATION						
#6 322 S 1ST	LAND PURCH.-CONTRACT FOR DEED-PRINCIPAL	08/01/2021	2,081.37	.00		
#6 322 S 1ST	LAND PURCH.-CONTRACT FOR DEED-INTEREST	08/01/2021	389.66	.00		
Total 9942:			2,471.03	.00		
WALLER, HARRIS W.						
7/28/21-7/30/21M	REIMBURSE - MILEAGE 564 MILES@.56	07/30/2021	315.84	.00		
Total 2331:			315.84	.00		
WATER SYSTEMS CO.						
934746	LIBRARY - WATER	07/23/2021	22.50	.00		
939358	LIBRARY - COOLER RENTAL	07/31/2021	6.00	.00		
Total 8605:			28.50	.00		
WERNER ELECTRIC						
S010532966.001	FUSES FOR LIFT STATION	07/21/2021	158.02	.00		
S010535613.001	FUSES FOR LIFT STATION	07/26/2021	155.50	.00		
Total 8979:			313.52	.00		
WHKS & CO.						
43591	BASE MAP UPDATES	06/25/2021	792.00	.00		
43591	OAK STREET APARTMENT REVIEW	06/25/2021	189.00	.00		
43591	MILEAGE	06/25/2021	75.60	.00		
43591	SRTS DEMONSTRATION PROJECT	06/25/2021	74.00	.00		
43591	WILDWOOD DRAINAGE	06/25/2021	876.50	.00		
43591	KISTLER BOUNDARY SURVEY	06/25/2021	231.50	.00		
43591	2022 STREET IMPROVEMENTS	06/25/2021	1,422.00	.00		
43591	RISK & RESILIENCE REPORT	06/25/2021	99.00	.00		
43591	REDWOOD DRAINAGE REVIEW	06/25/2021	719.00	.00		
Total 8290:			4,478.60	.00		
WIESER CLIENT TRUST ACCOUNT						
332 1ST STREE	332 1ST STREET SOUTH-LAND	08/03/2021	39,328.00	39,328.00	08/03/2021	
332 1ST STREE	332 1ST STREET SOUTH-HOUSE	08/03/2021	191,013.00	191,013.00	08/03/2021	
332 1ST STREE	332 1ST STREET SOUTH-PROP TAX	08/03/2021	816.45	816.45	08/03/2021	
Total 9333:			231,157.45	231,157.45		
WIESER LAW OFFICE PC						
7/21 CITY	CLERK - LEGAL FEES	07/31/2021	1,300.66	.00		
7/21 CITY	BLDG/ZNG - LEGAL FEES	07/31/2021	1,300.66	.00		
7/21 CITY	COUNCIL - LEGAL FEES	07/31/2021	1,300.66	.00		
7/21 CITY	WATER DEPT - LEGAL FEES	07/31/2021	650.33	.00		
7/21 CITY	SEWER DEPT - LEGAL FEES	07/31/2021	650.33	.00		
7/21 POLICE	PD - LEGAL FEES	07/31/2021	2,314.88	.00		
Total 2361:			7,517.52	.00		
Grand Totals:			675,388.69	557,020.35		

Invoice Number	Description	Invoice Date	Net Invoice Amount	Amount Paid	Date Paid	Voided
Dated:						
Mayor:						
City Council:						
City Recorder:						
City Treasurer:						

Report Criteria:

Detail report.

Invoices with totals above \$0 included.

Paid and unpaid invoices included.

#3.1



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: August 4, 2021
RE: MnDOT Limited Use Permit Resolution

Attached for review and consideration by the City Council is correspondence received from MnDOT regarding the need to update another of the City's existing limited use permits. This limited use permit pertains to the City's Community Entrance Sign.

A resolution is attached which we would suggest that the City Council adopt.



District 6 Right of Way
2900 48th Street NW
Rochester, MN 55901-5848

Office Tel: 507-517-4000
E-mail: David.Evans@state.mn.us

July 14, 2021

City of La Crescent
Mayor Mike Poellinger
315 Main St.
P.O. Box 142
La Crescent, MN 55947

Subject: C.S. 2805 (T.H. 61)
LUP # 2805-0051
Limited Use Permit for Municipal ID Entrance Sign

Dear Honorable Mayor:

Enclosed find two (2) copies of Limited Use Permit #2805-0051 for Municipal ID Entrance Sign. Please sign where indicated and return to this office for further processing. We also need two (2) original copies of the resolution enclosed to attach to each of the permits. The resolution may need to be reformatted to meet the City of La Crescent requirements.

A final copy will be returned for your records. The City of La Crescent will need to obtain the right to work in the right of way prior to construction.

Please contact me at 507-517-4000 for a permit to perform miscellaneous work on the trunk highway right of way or if you have any additional questions or concerns about this process.

Sincerely,

A handwritten signature in blue ink that reads 'David J. Evans'.

David J. Evans
Engineering Specialist

Enclosures

cc: District R/W Supervisor, Brian Veronen
Maintenance Supervisor, Neil Hjelmeland
File

RESOLUTION NO. 08-21-27

**A RESOLUTION TO ENTER INTO A LIMITED USE PERMIT WITH THE
STATE OF MINNESOTA, DEPARTMENT OF TRANSPORTATION**

IT IS RESOLVED that the City of La Crescent, Minnesota, enter into Limited Use Permit No. 2805-0051 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for maintenance and use by the City of La Crescent upon, along and adjacent to Trunk Highway No. 61 and limits of which are defined in said Limited Use Permit.

IT IS FURTHER RESOLVED by the City Council of the City of La Crescent, Minnesota that the Mayor and the City Administrator are authorized to execute the Limited Use Permit.

ADOPTED this 9th day of August, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

#3.2



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: August 4, 2021
RE: Wildwood Stormwater Agreement

For City Council information, the property owners have signed the settlement agreement and release, paid their portion of the project costs, and the project is now set to proceed.

#3.3



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: August 4, 2021
RE: Cemetery Request

Attached is an agenda request regarding the transfer of the Prospect Hill and Toledo Cemeteries to the City of La Crescent. A research memo from the League of Minnesota Cities regarding cemetery regulations is also included. The City Attorney will review the applicable State statutes with the City Council at the meeting.

CITY OF LA CRESCENT, MINNESOTA

Agenda Request Form

DATE SUBMITTED: June 15, 2021

SUBMITTED BY: Leon Thicke

ISSUE: Possible City Takeover of Prospect Hill
Toledo Cemetery.

ATTACHMENTS:
Bill Walter was given 4 annual reports

JUSTIFICATION: Can't find anyone to take over
sexton job.

ACTION REQUESTED:
Would like to meet with the City Council.
Peg Wansler and myself, Leon Thicke

REVIEWED BY: ☐ City Clerk/ Admin. ☐ City Attorney ☐ Bldg. Insp.
☐ Finance Director ☐ Public Works ☐ City Engineer

RECOMMENDATION:

- For an item to be placed on the agenda, all Agenda Request Forms must be submitted to the City Administrator no later than Noon on the Wednesday preceding the City Council Meeting. The City shall have the discretion to determine if the request will be heard at a City Council Meeting.
- Individuals wishing to address the City Council at a meeting need to complete the Agenda Request Form and return the form to the City Administrator by 5:15 p.m. the day of the meeting.

2020: No Annual meeting of Prospect Toledo Cemetery Board

Due to Covid 19, there will not be a meeting this year. I apologize for not getting this to you sooner. Helen had cataract surgery in May and June, but her eyes didn't heal. She had surgery at Mayo in Rochester for another issue. She just got her glasses last week, but still can't see very well. I was hoping to have her type this for me. Sorry, my writing is not very good.

Judy Brennan and Ryan Hutchinson's Terms for election are up in 2020, Brian Wetterling and Leon Thicke's in 2021, Yvonne Voight and Dan Heth's are up in 2022. I'm assuming that Judy Brennan and Ryan Hutchinson will continue and we can just go on.

The mowing bid for 2020 was given to Paul Ledebuhr. \$250 per time Prospect \$80 per time for Toledo

Leon Thicke

"Stay Safe"

Income for Year 2019

From Barrels:

Doris Engelhart	1650	
Don Haefs	1000	
Janice Rae Nelson	950	
Robert Maxer	950	
Dorothy Marie Allen	375	
Tami (Judy) Beach	400	
Jay Larson	175	
Lois Dawes	375	
Ray Diekræger	375	
Fern Mavis Williams	425	
William "Bill" Proksch	400	70 75

Sale of Graves:

Annette Haefs	1000	
Lynn and Sharon Partington	500	1500
Stone Placements (5)	150	150
Land Rental for 2019	100	100

CD Interest:

Merchants Bank	876. ¹⁰	876. ¹⁰
Home Federal	546. ⁷⁶	546. ⁷⁶

To Total:

10,247.⁸⁶

Expenses for Year 2019

To Jake Wieser for Burial:

Doris Engelhart	1550	1550
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To Gary Frauenkron for Burials:

Don Haefs	700	
Janice Rae Nelson	650	
Robert Maxen	650	2000

To Leon Thicke for Cremation Burials:

Dorothy Marie Allen	75	
Tami (Judy) Beach	100	
Jay Larson	75	
Lois Dawes	75	
Ray Dickrager	75	
Fenn Madis Williams	125	
William "Bill" Proksch	100	
Roger Veir	75	700

<u>Insurance:</u>	329	329
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<u>Secretary/Treasurer Reimbursement:</u>	500	500
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<u>River Valley Media Group:</u>	12.40	12. ⁴⁰
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Paul Ledebuhr (Lawn Mowing)	5520	5520
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Total

10,611.⁴⁰

Bank Accounts for 2019

Merchants Bank

CD 45003 950

CD 45000 761

CD 45000 285

Perpetual Care

24,200

23,000

17,500

Home Federal

CD 053000 5156

CD 055000 4410

CD 20000 22213

Usable Savings

25,368.⁵⁴

10,024.⁰³

2,144.⁰³

Home Federal Checking:

720.⁴³

Merchants Bank Checking:

562.⁰¹

Total Monies:

103,483.⁰⁴

To Perpetual Care:

Annette Haefs 200

Lynn + Sharon Partington 100

Total P, care 300

Annual Meeting of Prospect Hill/Toledo Cemeteries Board - April 25, 2019

Meeting Agenda

Reading of Minutes

Election of Officers: According to records all board members are to be elected every 3 years. Yvonne Voight and Dan Heth's terms expire in 2019. Howard Munson, Judy Brennan, and Ryan Hutchinson's terms expire 2020. Brian Wetterlin, Leon Thicke's terms expire 2021.

Election of board members

Business for both cemeteries

The mowing bid for Prospect and Toledo has been given to Paul Ledebuhr for \$250 and \$80 per time, respectively.

Change of Grave Diggers-----from Jake Wieser to Gary Frauenkron

Burial Rates:

Summer: \$1,100 Winter: \$1,300

Cremation:

" \$400 " \$600

Cremation vault: additional \$25.

Other:

Workday at Prospect: General cleanup

Workday at Toledo: Dirt Fill above whole length of wall: Side of hedge needs trimming for mowing

Adjournment

Income for Year 2018

From Burials

Keith Newman	675	
Jo Anne Meyer	675	
Michael Fischer	175	
Richard Wampler	175	
Jerry (Red) Storlie	175	
Eugene Niebling	175	
Carol Elland	100	
Brian Schumacher/Janet Veir	300	
Roger Veir (Spring Burial)	175	\$2,625

Sale of Graves:

Schumacher/Veir	500	
Jim and Charlene Gile	500	
Bob Meyer	1,000	\$2,000

6 Stone Placements \$120

Land Rental for 2018 \$100

CD Interest

Merchants Bank	\$ 454.96
Home Federal	\$ 404.22

Total \$ 5,704.18

Expenses for Year 2018

To Jake Wieser for Burial

Keith Neuman	575	
Jo Anne Meyer	575	\$1,150

To Leon Thicke for Cremation Burials:

Michael Fischer	75	
Richard Wampler	75	
Jerry (Red) Storlie	75	
Brian Schumacher/Janet Veit	100	
Eugene Niebling	75	\$400

Buy Back Graves

Teresa & Peter O'Kane	\$500
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<u>Insurance</u>	\$313
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<u>Secretary/Treasurer Reimbursement</u>	\$500
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<u>River Valley Newspaper</u> (Houston Cty News)	\$32.36
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<u>Nick Baumgartner</u> (Lawn Mowing)	\$5,250
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<u>Kevin Nagle</u> (Lawn Mowing)	\$1,360
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Total	\$ 9,505.36
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Bank Accounts for 2018

Merchants Bank

CD 45003950

CD 45000761

CD 45000285

Perpetual Care

\$ 24,200.00

22,315.00

17,500.00

Home Federal

CD 0530005156

CD 0550004410

CD 2000022213

Usable Savings

\$ 25,368.54

10,024.03

2,144.03

Home Federal Checking

\$ 3,356.83

Merchants Bank Checking

370.91

Total Monies

\$105,279.34

To Perpetual Care:

Tim Peterson/Kay Creech	\$300
Josh Sayers	100
Brian Schumacher	100
Janet Veit	100
Jim & Charlene Gile	100
Extra	403.70

Total P.Care \$1,103.70

Annual Meeting of Prospect Hill/Toledo Cemeteries Board - April 19, 2018

Meeting Agenda

Reading of Minutes

Election of Officers: According to records all board members are to be elected every 3 years. Brian Wetterlin, Paul Ledebuhr, Leon Thicke's terms expire 2018. Yvonne Voight and Dan Heth's terms expire in 2019. Howard Munson, Judy Brennan, and Ryan Hutchinson's terms expire 2020.

Election of board members

Business for both cemeteries

The mowing bid for Prospect was given to Nick Baumgartner for \$250 per time. The bid for Toledo will go to Kevin Nagle for \$80 per time.

Mark Grattan came with bob cat and filled in the hole on front bank at Prospect. He also filled in some wash-outs and sunken graves. I, Leon Thicke, then seeded and put straw down.

Workday at Prospect: General cleanup

Workday at Toledo: Dirt Fill above whole length of wall: Side of hedge needs trimming for mowing

Other:

Adjournment

Income for Year 2017

From Burials

J. Maxine (Harris) Mueller	625	
Keith Jones	175	
Eloise Shepardson	175	
Bonnie Kasten	625	
John Selke	300	
Rebecca Stetzler	175	
Marilyn Vedell	625	
Penny Ambuehl	160	
John Sayers	625	
Helen Walker	175	
Irene Walter	625	
Silvia Seaton	625	
Virginia Williams	625	\$5,535

Sale of Graves:

Ken Elland	500	
Rick Ambuehl	500	
Theresa & Peter O'Kane	500	
Tim Peterson & Kay Creech	1500	
Josh Sayers	500	\$3,500

7 Stone Placements \$140

Land Rental for 2017 \$100

CD Interest

Merchants Bank	\$ 362.72	
Home Federal	\$ 445.44	\$808.16

Total \$ 10,083.16

Expenses for Year 2017

To Jake Wieser for Burial

J. Maxine (Harris) Mueller	525	
Bonnie Kasten	525	
Marilyn Vedell	525	
John Sayers	525	
Irene Walter	525	
Silvia Seaton	525	
Virginia Williams	525	\$3,675

To Leon Thicke for Cremation Burials:

Keith Jones	75	
Eloise Shepard	75	
John Selke	75	
Rebecca Stetzler	75	
Pennie Ambuehl	60	
Helen Walker	75	\$435

Buy Back Graves

Dianna Cronin (one grave)	\$300
Jim and Mary Ann Wetzel (two graves)	\$250

Insurance \$245

Secretary/Treasurer Reimbursement \$500

River Valley Newspaper (Houston Cty News) \$28.36

Doug Albrecht (Lawn Mowing) \$660

Nick Baumgartner (Lawn Mowing) \$6,600

Mark Grattan (Bobcat work) \$60

Total **\$ 12,753.36**

Bank Accounts for 2017

Merchants Bank

CD 45000598

CD 45000761

CD 45000285

Perpetual Care

\$ 23,390.61

22,315.00

17,173.75

Home Federal

CD 0530005156

CD 0550004410

CD 2000022213

Usable Savings

\$ 25,368.54

17,076.71

5,535.71

Home Federal Checking

\$ 2,757.19

Merchants Bank Checking

217.80

Total Monies

\$108,835.31

To Perpetual Care:

Susan Ellis \$100

Michelle Harris \$100

Rick Ambuehl \$100

Total P.Care \$300

Annual Meeting of Prospect Hill/Toledo Cemeteries Board - March 30.2017

Meeting Agenda

Reading of Minutes

Election of Officers: According to records all board members are to be elected every 3 years. Howard Munson, Judy Brennan, Ryan Hutchinson's terms expire in 2017. Brian Wetterlin, Paul Ledebuhr, and Leon Thicke's terms expire in 2018. Yvonne Voight and Dan Heth's terms will expire in 2019.

Business for both cemeteries

The mowing bid was given Doug Albrecht. It will cost \$250/time for Prospect and the cost per time for Toledo will remain at \$80, for a total of \$330 for both cemeteries.

New flag pole for Prospect

Driveway seal coated at Prospect

Seal coat Toledo ?

Workday at Prospect: General cleanup

Workday at Toledo: Dirt Fill above whole length of wall: Side of hedge needs trimming for mowing

Other:

Adjournment

Income for Year 2016

From Burials

Evelyn Kramer	860	
Arnold Kappauf	625	
Lillian Lehmann	100	
Michael Hurley	200	
Milo Shepardson	625	
Jerold Murphy	175	
Mario Miller	200	
Kenneth Dissmore & Elizabeth (Olson) Dissmore	275	
Nancy Boettcher	200	
Vernon Rydbom	625	
Phylis Eklund	175	
Jean Kletzke	750	\$4810

Sale of Graves:

Mary Atchison	500	
Brett Mighall	1000	
Susan Ellis	500	
Michelle Harris	500	\$2500

9 Stone Placements 190

Land Rental for 2016 100

Donation from Arlene Schumacher 50

Memorial – Jean Kletzke 180

CD Interest

Merchants Bank	\$ 288.55	
Home Federal	\$ 376.03	\$664.58

Total \$ 8,494.58

Expenses for Year 2016

To Jake Wieser for Burial

Evelyn Kramer	760	
Arnold Kappauf	525	
Milo Shepardson	525	
Vernon Rydbom	525	
Jean Kletzke	650	\$2985

To Leon Thicke for Cremation Burials:

Michael Hurley	100	
Jerold Murphy	75	
Mario Miller	100	
Kenneth Dissmore & Elizabeth (Olson) Dissmore	75	
Nancy Boettcher	100	
Phyllis Eklund	75	\$525

Insurance \$224

Secretary/Treasurer Reimbursement \$500

River Valley Newspaper (Houston Cty News) \$ 28.36

Ledebuhr Lawn Care \$3,040

Doug Albrecht (Lawn Mowing) \$3,300

Terry Boettcher (Rake up grass) \$ 40

Foundation for Mabel Smith \$ 10

Grass Seed \$ 39

Seal Coating (Prospect) Jim Allison \$2100
Flagpole at Prospect 242.57

Total **\$ 13,033.93**

Bank Accounts for 2016

Merchants Bank

CD 45000598

CD 45000761

CD 45000285

Perpetual Care

\$ 23,390.61

22,015.00

17,173.75

Home Federal

CD 0530005156

CD 0550004410

CD 2000022213

Usable Savings

\$ 25,368.54

17,076.71

5,535.71

Home Federal Checking

\$ 1,235.55

Merchants Bank Checking

333.46

Total Monies

\$112,129.37

To Perpetual Care:

Brett Mighall

Mary Atchison (\$100 extra 2015)

\$ 200



INFORMATION MEMO

Cemetery Regulations

Learn about the legal requirements and issues associated with municipal cemetery establishment, maintenance, and care. Contains links to LMC model ordinances establishing a city cemetery and regulating its maintenance and use, establishing a permanent care and improvement fund, and a cemetery lot agreement.

RELEVANT LINKS:

Minn. Stat. § 412.221, subd. 9.

Minn. Stat. § 412.211.
Minn. Stat. § 465.01.

I. Types of cemeteries

There are three types of cemeteries in Minnesota. The first are private cemeteries, which restrict burial to a certain group of people, such as a fraternal organization or a particular religious group. The second type is city-owned cemeteries, which are often referred to as municipal cemeteries. Municipal cemeteries are public cemeteries because lots are sold without restriction. The third type is public cemetery associations. Public cemetery associations are privately owned, but lot sales are open to the public without restriction. Although municipal cemeteries are separate from public cemetery associations, background information on public cemetery associations can be helpful in regulating cemeteries and any transfer of cemetery ownership between a city and a public cemetery association. This memo discusses legal requirements and issues associated with municipal cemetery establishment, maintenance, and care. Public cemetery associations are briefly discussed as they relate to municipal cemeteries.

II. Municipal cemeteries

Statutory cities have the express authority to establish and maintain cemeteries. A city may acquire a cemetery through purchase, gift, condemnation, or devise of land. Devise is a gift given through a will. A city may provide funds for the cemetery's upkeep including its layout, enclosures, and ornaments on the grounds. The city may also sell and convey the lots to members of the public. Additionally, a city has the authority to regulate cemeteries and the disposal of the dead by ordinance.

A. Land purchase

Statutory cities have express authority to purchase property for a city purpose, such as a cemetery.

This material is provided as general information and is not a substitute for legal advice. Consult your attorney for advice concerning specific situations.

RELEVANT LINKS:

A.G. Op. 870j (June 2, 1959).

Minn. Stat. § 412.211.
Minn. Stat. § 306.025, subd. 1.
A.G. Op. 870j (June 2, 1959).

Minn. Stat. § 465.01.
Minn. Stat. ch. 117.
Handbook, *Comprehensive Planning, Land Use, and City-Owned Land*, Section V-C, *Eminent domain*.

Minn. Stat. § 410.01.
Minn. Stat. § 471.84.

Minn. Stat. § 471.59, subd. 1.
Handbook, *Intergovernmental Cooperation*.
LMC information memo, *Intergovernmental Cooperative Agreements*.

While most municipal cemeteries lie within the boundaries of the city, state statute allows cities to acquire real property outside city limits for municipal purposes. This general grant of power is likely broad enough to allow cities to establish a cemetery outside of its boundaries as long as it will be used for burial of city residents.

Additionally, cities are authorized to accept the transfer of an existing public cemetery located either inside or outside city limits.

1. Eminent domain

All cities have the authority to take (or condemn) private property for public use as long as they pay the landowner reasonable compensation. Essentially, this is a way to require that an owner sell his or her land to a city. This procedure requires a formal court action, and a city must pay an owner for the value of the land, or the damages to the land if the city is taking only part of the private property for a public purpose, such as an easement. Occasionally, a city may desire to expand its municipal cemetery but cannot come to an agreement with the neighboring property owners. In such cases, the power of eminent domain may be used. However, before using this power, the city must establish that the addition is required because of public necessity, propriety, and convenience.

B. Funding cemeteries

Statutory cities may appropriate funds to maintain a cemetery the city owns. Additionally, any statutory city or any city of the fourth class (population of no more than 10,000) is authorized to appropriate up to \$10,000 per year to any other public or private cemetery. The cemetery does not have to be located within the city limits, but it must allow burials from any city without restriction.

C. Joint operation and maintenance

The Joint Powers Act authorizes cities to cooperatively exercise any powers common to the participating units of government. In addition, local governments (such as counties and cities) may enter into agreements whereby one entity will exercise power for both governments. For example, a city and a county may enter into a joint powers agreement for operation of a cemetery where both governments engage in operation and maintenance through that joint powers entity. In exercising such powers, local governments are not necessarily confined to their territorial limits.

RELEVANT LINKS:

Minn. Stat. § 471.24.

Minn. Stat. § 471.24.

A.G. Op. 870a (Dec. 31, 1959).

Handbook, *Elected Officials and Council Structure and Role*.

Johnson v. State, 553 N.W.2d 40 (Minn. 1996).

Minn. Stat. § 15.17.

1. City-town and city-city joint maintenance

In addition to the joint powers agreement, cities and towns may enter into a joint agreement for maintenance of a cemetery. If a city or town owns an established cemetery, either within city limits or outside, it may enter into a mutual agreement with neighboring towns or cities for the maintenance of the cemetery. In order to enter into a joint agreement:

- The cities or towns must have contiguous borders.
- Each entity must have an estimated market value not less than \$2,000,000.
- The cemetery must be open for burial of residents from all municipalities.

Once the municipalities have established a joint agreement for maintenance, each may appropriate up to \$10,000 per year toward upkeep of the cemetery. The council or governing board may also levy a tax to generate funds for maintenance.

D. Cemetery board

The city council may appoint a cemetery board and delegate ministerial power to it. However, the city council must retain complete discretionary control of the cemetery.

The courts have not explicitly described the meaning of discretionary administrative power. They have, however, provided several rules that offer some basis for distinguishing which powers the council can delegate.

Discretionary powers or functions are those that involve the exercise of judgment. Ministerial functions are absolute, fixed, and certain so that no judgment is necessary in fulfilling them.

For example, in exercising ministerial power, the cemetery board may advise the city council on setting lot prices for the cemetery. Yet, it is the city council that has the discretionary authority to actually set the lot fees.

E. Recordkeeping

While there appears to be no specific statutory recordkeeping requirement for municipal cemeteries, the city is required to keep full and accurate records of its official activities. Therefore, if a city owns a cemetery, it must keep current and accurate records. Specifically, a burial register, information on each person buried or interred in the cemetery, and a cemetery map are important records to maintain.

RELEVANT LINKS:

1. Burial register

The specific information for each individual buried in the cemetery is not prescribed in statute for municipal cemeteries. However, public cemetery associations are specifically required to record certain information on each person buried or interred in the cemetery. Although the requirements do not apply to municipal cemeteries, such requirements may be a helpful guide for cities.

Minn. Stat. § 306.03.

For instance, cemetery associations must include the following information for each person buried or interred in the cemetery:

- Date of burial, entombment, or cremation.
- Name, date of birth, sex, nativity, and cause of death.

Minn. Stat. § 306.03.

The information should come from a reliable source to ensure it is accurate. Public cemetery associations are required to obtain the information from friends, the attending physician, or the undertaker in charge. In the case of a pauper, stranger, or criminal, the information may come from the public official directing the burial. While cities are not required to obtain information from specific sources, it could be helpful to establish from whom information should come to ensure the information is correct.

Minn. Stat. § 13.03.

General Records Retention
Schedule.
Minn. Stat. § 138.17.

For municipal cemeteries, the burial record is government data and is classified as public data under the Minnesota Data Practices Act. This means the burial record must be accessible to the public for inspection. If someone requests to see the burial record or wants a copy of it, the city must produce the record in accordance with the Minnesota Data Practices Act. Additionally, under the Minnesota Records Retention law, the retention period for the burial record is permanent, which means that burial records may never be destroyed.

2. Cemetery map

Minn. Stat. § 15.17.

In order to maintain an accurate record of the city's actions regarding the cemetery, a map of the cemetery land is necessary. Although cities are not technically required to maintain a map, for practical purposes the cemetery map is necessary for lot sales, burials, and future planning for cemetery improvements.

Consequently, it would be prudent to maintain a map that illustrates the cemetery land and how the land is divided into lots, including all alleys, roads, and walks. If new land is either donated or purchased, the city would update the map by having the cemetery surveyed.

RELEVANT LINKS:

Minn. Stat. § 306.02.
Minnesota Association of
Cemeteries.

Minn. Stat. § 306.01.

Minn. Stat. § 306.02, subd. 1.

Minn. Stat. § 306.02, subd.
1(2).

Minn. Stat. § 306.05.

III. Public cemetery association

Cities are not authorized to form public cemetery associations and are not considered a public cemetery association. However, there are a few reasons cities may need to be familiar with public cemetery association laws. First, state statute provides little guidance for the operation of a municipal cemetery; however, there are several statutes governing public cemetery associations. In some cases, these statutes may serve as a helpful guide for cities. Second, a city may transfer its cemetery ownership to a public cemetery association, or the association may transfer its cemetery ownership to a city.

Third, cities may contract with a public cemetery association to operate or maintain a municipal cemetery. In all of these instances, a basic understanding of public cemetery associations may be useful.

A. Association incorporation

A public cemetery association may be formed to secure, hold, or sell land or lots used exclusively for the purpose of a public cemetery. Public cemetery associations established after March 1, 1906, must organize and follow state statutes.

To establish a public cemetery association, three or more persons, who become the trustees of the association, must initiate incorporation. The trustees must also verify the certificate or articles of incorporation. The certificate of incorporation must be recorded with the county recorder's office of the county where the cemetery is located. Upon filing, the association is a corporation.

B. Powers of public cemetery association

A public cemetery association has many powers that enable it to manage its operations and grounds.

1. Acquisition of land by purchase or gift

Once incorporated, a public cemetery association may acquire and manage all real and personal property necessary for the establishment, care, and management of a cemetery as well as the operation of a crematorium on cemetery grounds.

An association may purchase or receive as a gift up to 300 acres of land within the county of the cemetery or an adjoining county. The land must be used exclusively for burial, cremation, or related purposes.

RELEVANT LINKS:

Minn. Stat. § 306.05.

Minn. Stat. § 306.09.

Minn. Stat. § 306.10.

Minn. Stat. § 306.05.

Minn. Stat. § 306.09.

Minn. Stat. § 306.09.

Minn. Stat. § 306.10.
Section IV, *Permanent care and improvement funds*.

Minn. Stat. § 306.14, subd. 1.
Minn. Const. art. X, § 1.
State v. Lakewood Cemetery Ass'n, 101 N.W. 161 (Minn. 1904). *Grand View Park Cemetery Ass'n v. City of Edina*, 257 N.W.2d 329 (Minn. 1977). *City of New Hope v. Catholic Cemeteries*, 467 N.W.2d 336 (Minn. Ct. App. 1991).

Any land must be surveyed and divided into lots of a size determined by the trustees. Avenues, alleys, and walks must also be surveyed, as necessary. A map of the survey must be filed with the county recorder of the county where the cemetery is located.

a. Gifts to cemetery association

An association may accept a gift of real or personal property to maintain a monument or to keep or improve cemetery grounds. If an association accepts a gift with such conditions, the funds must always be devoted to these uses.

2. Eminent domain

In cases when a cemetery association needs to expand but cannot come to an agreement with adjacent property owners, it may use the power of eminent domain. However, along with consideration of the cemetery boundaries, the association must establish that there is a public necessity, propriety, and convenience that require the addition before using this power.

3. Sale of cemetery lots or property

Trustees may sell or convey designated cemetery lots once the association's survey map is filed with the county recorder. The trustees may create terms, conditions, or restrictions on sales and conveyance as they deem appropriate. The terms must be listed on the lot agreement.

Every conveyance must be expressly for burial purposes and be in the corporate name of the association and signed by its president or vice president and by its treasurer or secretary.

A public cemetery association may sell or convey real or personal property that is not needed for cemetery purposes. The proceeds from lot sales may be invested in a permanent care and improvement fund, or applied solely to the payment of debts incurred in purchasing the cemetery grounds and property, fencing, improvement, or beautification of the cemetery.

C. Tax-exempt status

The property of a public cemetery association is exempt from all taxes and special assessments. This tax-exempt status also applies to land the cemetery owns but is not yet actively using for burial. As long as the land will presumably be used in the future for burial, it is not subject to taxes or special assessments. It may not be sold against an association or any lot owner. Furthermore, no road may be constructed through a cemetery or any part of its lands without the consent of the trustees.

RELEVANT LINKS:

Minn. Stat. § 306.14, subd. 2.

1. Exception to special-assessment exemption

Cemetery associations are generally exempt from special assessments. However, if at least part of the purpose for forming the association is to provide monetary gain for its shareholders and members and it pays dividends or some other monetary remuneration either directly or indirectly to shareholders and members, it is not exempt from special assessments. Most cemeteries are nonprofit organizations and would be exempt from special assessments.

However, there are some private cemeteries that may provide some type of monetary payment to members or shareholders and, thus, would not be exempt from special assessments to cemetery property.

Minn. Stat. § 306.155, subds. 1, 3.

D. Disinterment and reinterment

In the rare situation where an operator of a cemetery is informed or becomes aware that it has interred or permitted the interment of a body or remains in the wrong burial space, the cemetery must disinter the burial container wrongfully interred, identify the burial container, and reinter it in the proper burial space. The only exception is if the interested parties have agreed otherwise in writing. The cemetery is responsible for all costs of the disinterment and reinterment. The cemetery must give reasonable notice, in advance of the disinterment, to the person or persons legally entitled to control the body or remains of the deceased person and, if requested, the owner of the burial space.

Minn. Stat. § 149A.96, subd. 1.

Disinterment and reinterment may only occur with (1) the written authorization of the person or persons legally entitled to control the body or remains and (2) a disinterment-reinterment permit properly issued by the commissioner or a licensed mortician. The cemetery where the body or remains were originally interred must retain a copy of the disinterment-reinterment permit, the authorization to disinter, and, if applicable, the court order showing reasonable cause to disinter. Until the body or remains are reinterred, the original permit and other documentation must be in the possession of the person in physical or legal custody of the body or remains, or attached to the transportation container which holds the body or remains. At the time of reinterment, the permit and other documentation must be filed according to the laws, rules, or regulations of the state or country where reinterment occurs.

Minn. Stat. § 149A.96, subd. 7.

Minn. Stat. § 149A.96, subd. 5.

Minn. Stat. § 149A.96, subd. 3. Minn. Stat. § 149A.80, subd. 2.

A disinterment-reinterment permit is not required if the disinterment and reinterment is within the same dedicated cemetery. Under these circumstances, the authorities in charge of the cemetery may disinter and reinter a body or remains within the same dedicated cemetery upon receipt of the written and notarized authorization of the person or persons with the right to control the disposition.

RELEVANT LINKS:

Minn. Stat. § 306.155, subd. 2.

At the disinterment and reinterment, the cemetery must permit the person or persons legally entitled to control the body or remains and, if requested, the owner of the burial space to witness the disinterment and reinterment.

IV. Permanent care and improvement fund

The purpose of a permanent care and improvement fund is to provide a means for continual care and improvement of a cemetery. Portions of the sale of burial space are directed to the fund, the interest from which is used to maintain the cemetery.

There is no statutory authority to force current lot owners to contribute to the permanent care and improvement fund if the lot was purchased prior to the establishment of the fund. However, some cemeteries accept voluntary contributions to the fund from such lot owners.

A. Municipal cemeteries

The city council may establish a permanent care and improvement fund, by a unanimous vote, to be deposited or invested in the same securities in which savings banks are allowed to invest. While adoption of a resolution may be sufficient, an ordinance may be better given the perpetual nature of a cemetery permanent care and improvement fund.

However, in order to establish the fund, the cemetery must be at least one-half acre in area, and the plat must be on file with the county recorder.

The principal of the fund may not be spent or dispersed. The interest accrued from the fund may be spent, but only for the care, maintenance, and improvement of the cemetery. The permanent care and improvement fund must not exceed \$25,000 per acre.

1. Payments to the fund

The council may stipulate that any portion of a cemetery lot sale must be deposited as a part of the permanent care and improvement fund, and that the interest accruing from the amount set aside from the lot be used by the board or municipality to care for and beautify the lot. Deposits to the fund must be made on January 1, April 1, July 1, and October 1.

2. Gifts and donations

The city council may, by resolution, accept donations or gifts of money to the permanent care and improvement fund to be used for the purpose specified by the donor. This may include care of a specific lot or general care of the cemetery. If the cemetery lacks funds for the general care of the cemetery, the council or board may use one-fifth of the annual income from any particular lot for general care.

Minn. Stat. § 306.41(b).
Minn. Stat. ch. 50.
Minn. Stat. § 306.44, subd. 1.

Minn. Stat. § 306.41(b).

Minn. Stat. § 306.41(a).

Minn. Stat. § 306.42.

Minn. Stat. § 306.44, subd. 1(a).

Accepting Donations, LMC
model resolution.
Minn. Stat. § 465.03.

Minn. Stat. § 306.43.

RELEVANT LINKS:

Minn. Stat. § 306.44, subd. 1(a), (c).
Minn. Stat. ch. 50.

Minn. Stat. § 306.44, subd. 1(f).

LMC information memo:
LMCIT Property, Crime, Bond and Petrofund Coverage Guide, Section VI-A, Bond Coverage.

Minn. Stat. § 306.44, subds. 1(c), 2.

Minn. Stat. § 306.54. Minn. Stat. § 306.44, subd. 1(a), (b).
Permanent Care Cemetery Fund, LMC model ordinance.

Minn. Stat. § 306.44, subd. 1(e).

Minn. Stat. § 306.45.

Minn. Stat. § 306.48.

3. Investment of permanent care and improvement fund

The city council may vote to invest the permanent care and improvement fund in the same securities in which savings banks are allowed to invest. The funds must be invested quarterly on January 1, April 1, July 1, and October 1.

The city council must designate some of its members to handle those funds. The designated persons must be bonded by the city. The bond must be at least equal to the total amount of the fund at the time of posting the bond, conditioned upon the faithful discharge of the trust. The bond must be renewed in the amount of the new fund balance on July 1 of each even-numbered year.

The principal of the fund may not be used; only the interest from the fund may be spent or dispersed. Any interest in excess of \$100 that is unused for one year, after becoming available for care, maintenance, or improvement, must be returned to the fund and become a part of the principal.

4. County cemetery fund

For cities in counties under 50,000 in population, the city council may deposit the money belonging to the permanent care and improvement fund into the county treasury. The money must be deposited quarterly on January 1, April 1, July 1, and October 1.

At the time of deposit, the council must file a statement indicating any particular gifts or donations set aside for a specific lot. For each instance, the statement must include the name of the lot owner, name of the donor, and a description of the lot to which the income from the particular amount of the permanent funds is applicable.

The aggregated funds of all the cemeteries in the county that deposit their permanent care and improvement funds with the county constitute the county cemetery fund. This fund is managed and invested by the county commissioners and deposited by the county treasurer. Interest on the fund is due and payable on or about February 1.

a. Investment of county cemetery fund

Upon petition of at least two-thirds of the city councils or governing boards of cemeteries participating in the county cemetery fund and approval of the county attorney, the county commissioners must invest all or part of the county cemetery fund in the same kinds of bonds and securities in which the state permanent school fund may be invested.

RELEVANT LINKS:

Minn. Stat. § 306.48.

The law as it exists at the time any money is received into this fund controls the investment of the fund, and no subsequent amendment of the law authorizes the investment of any fund differently or in any other class of securities.

Minn. Stat. § 306.48.

Bonds or other securities in which the fund is invested remain with the county treasurer, and the bond is the security for the proper care of the bonds or other securities and the payment of interest received.

b. Apportionment and payment of interest from county cemetery fund

Minn. Stat. § 306.44, subds. 1(c), 2.

The principal of the permanent care and improvement fund may not be used; only the interest on the fund is available for use. Additionally, a cemetery must use the interest during the year in which it is received or it will be returned as part of the principal of the permanent care and improvement fund.

Minn. Stat. § 306.50.

On or before February 1 of each year, the clerk or secretary of the board of directors of each cemetery must file a report with the county auditor, showing in detail the amount of interest expended that it received from the county cemetery fund. Unused interest, in excess of \$100, must be re-deposited in the county cemetery fund and added to the principal of the permanent fund credited to the cemetery.

Minn. Stat. § 306.44, subds. 1(c), 2.

Minn. Stat. § 306.51.

The county auditor apportions the interest payments on or about March 1 to each cemetery participating in the county cemetery fund in proportion to the amount of each cemetery's permanent fund. Funds deposited to the county cemetery fund just before the close of the year, on which no interest has collected, are not considered part of the permanent fund for that apportionment.

Minn. Stat. § 306.52.

Immediately after apportionment, the county auditor must report to the cemetery secretary the amount of interest due to the cemetery, along with a statement of the total amount of cemetery funds received by the county treasurer during the preceding year, closing on January 1, and a statement of the amount of the cemetery's permanent care and improvement fund.

Minn. Stat. § 306.53.

On or after March 1, if the council or cemetery board has made its report and deposited any excess interest, the county treasurer must pay to the treasurer of the municipality or the cemetery board its apportioned share of the interest from the county cemetery fund.

Minn. Stat. § 306.51.

If the legal existence of any religious corporation or association has ended during the year, the interest due is paid to the municipality where the cemetery is located. The city must use this money for care, maintenance, or improvement of the cemetery.

RELEVANT LINKS:

Minn. Stat. § 306.44, subd. 1(d).

Minn. Stat. §§ 306.31-.39.
Minn. Stat. §§ 306.76-.79.
Minn. Stat. § 306.54.

Minn. Stat. § 306.80.
Minn. Stat. § 306.40.

Minn. Stat. § 412.221.
Maintenance and Use of a Municipal Cemetery, LMC model ordinance.
State ex rel. City of St. Paul v. District Court of Ramsey County, 131 N.W. 327 (Minn. 1911). *State ex rel. Oak Hill Cemetery Ass'n v. Harrington*, 209 N.W. 6 (Minn. 1926). *Clifton v. E. Ridgelawn Cemetery*, 4 A.2d 79 (N.J. 1939). *Foster v. Mayor of Beverly*, 53 N.E.2d 693 (Mass. 1944). *Grand View Park Cemetery Ass'n v. City of Edina*, 257 N.W.2d 329 (Minn. 1977). *Laurel Hill Cemetery v. City and County of San Francisco*, 216 U.S. 358 (1910). *Union Cemetery Ass'n v. Kansas City*, 161 S.W. 261 (Mo. 1913).

5. Withdrawal and transfer of funds between depository and investments

A city or cemetery association may also choose to deposit a portion of its permanent care fund into the county cemetery fund and invest the other portion. Funds from either the investments or the county cemetery fund may be withdrawn and transferred to the other by resolution. The county treasurer must return any money deposited into the county cemetery fund that the board, by resolution, withdraws.

B. Public cemetery associations

Public cemetery associations are permitted and sometimes required to establish a permanent care and improvement fund. The population size of the county where a public cemetery association is located determines whether or not establishing a permanent care and improvement fund is optional or required. State statutes also establish requirements for investment and reporting on the fund.

V. Regulating cemeteries

There are no general statutory provisions regulating the location, size, or general operation of municipal cemeteries.

However, charter and statutory provisions relating to health and burial of the dead are generally broad enough to permit the enactment and enforcement of police-power measures regulating or prohibiting burial of the dead, establishing of new cemeteries, enlarging existing cemeteries, establishing future interments, and requiring removal of bodies from existing cemeteries. The location and maintenance of cemeteries may also be regulated by zoning and nuisance ordinances.

RELEVANT LINKS:

Scott v. Lakewood Cemetery Ass'n, 208 N.W. 811 (Minn. 1926).
“‘Choices’: Information on the Regulations and Requirements of the Final Disposition of a Dead Human Body in Minnesota,” Minnesota Department of Health (January 2011), for ideas about what types of rules cemeteries can impose.

Scott v. Lakewood Cemetery Ass'n, 208 N.W. 811 (Minn. 1926).

Brown v. Hill, 119 N.E. 977 (Ill. 1918).

Maintenance and Use of a Municipal Cemetery, LMC model ordinance

Brown v. Hill, 119 N.E. 977 (Ill. 1918). *Anderson v. Acheson*, 110 N.W. 335 (Iowa 1907). *Rowley v. Laingsburg Cemetery Ass'n*, 184 N.W. 480 (Mich. 1921). *Erickson v. Sunset Memorial Park Ass'n*, 108 N.W.2d 434 (Minn. 1961).

Cemetery Lot License Agreement, LMC model contract.

VI. Cemetery rules and regulations

A municipal cemetery or a public cemetery association may establish rules and regulations that provide for the improvement, decoration, and care of lots. However, the rules must be reasonable.

There is no general definition of what is considered “reasonable;” it depends on the facts of each situation. However, the courts have found rules that do not apply uniformly to all owners are unreasonable. Other rules considered unreasonable by the courts include:

- Rules that require lot owners to use cemetery staff for decorating their lot instead of a competent person of their choosing.
- Rules that could cause monuments, markers, or cornerstones of lots that are in reasonably good condition, to be removed or changed without permission of the owners merely for the purpose of beautifying the cemetery.
- Re-platting the cemetery in a way that would change the size of the original lot.

A municipal cemetery may set out such regulations by resolution, ordinance, or policy. However, only an ordinance is ultimately enforceable and, therefore, may be more desirable.

VII. Cemetery lot agreements and lot owner rights

A. Cemetery lot agreements

Nothing exists in state law that explicitly provides what a cemetery lot owner’s interest is, and Minnesota courts have not resolved the issues. However, courts in Illinois, Iowa, and Michigan have adopted the general rule that the owner possesses only the right of burial in the lot, not absolute title to the land. Courts in Minnesota may agree with these decisions.

Since purchasing a cemetery lot is not absolute title to the land, it is sometimes designated as an easement, privilege, or license. Instead of issuing a traditional cemetery lot deed, cities may want to consider issuing a cemetery lot agreement.

RELEVANT LINKS:

Minn. Stat. § 306.15.

Minn. Stat. § 306.15(e).

Minn. Stat. § 307.08, subd. 2.

Minn. Stat. § 306.027.

Minn. Stat. § 306.027.

Minn. Stat. § 306.02, subd. 2.

A cemetery lot agreement is a license that restricts use of the lot to burial. A deed could connote absolute title to the land and could potentially be troublesome for a city if challenged in court.

1. Cemetery lot transfers and sales

The original cemetery lot owner, or his or her heir, may sell or convey his or her unused lot to be used for burial purposes to the cemetery or to another person. An agreement of sale or transfer must be filed with the cemetery. The lot sale or transfer agreement must transfer the lot back to the cemetery. In the case of a sale or transfer to another person, the agreement must also request the cemetery issue a new conveyance of the lot directly to the purchaser. The agreement must also include the purchase price of the lot, which may not exceed the price the cemetery would charge for a similar lot. The agreement must be signed and acknowledged by the lot owner and spouse, if any, and the proposed purchaser. A cemetery may charge a transfer and service fee up to \$15 to be paid at the time of filing the agreement.

B. Lot owner rights

Although the lot owner's right to the lot is only an easement, privilege, or license, an owner is able to sue cemetery owners or strangers for disturbing the lot without consent while the lot is used as a cemetery. Consequently, lot owners have rights against invasion by trespassers or by the cemetery itself.

VIII. Merger and transfers of cemeteries

Mergers between cemeteries of all distinctions, including those owned by a cemetery association or corporation, a municipality, a religious corporation, or of a privately-owned cemetery, are permitted. The terms of the merger are set by the cemeteries' governing bodies, board of trustees, or owner. The surviving entity is subject to the laws that apply to that particular type of cemetery ownership.

A merger cannot impair the rights of any third parties, such as lot owners. After the merger, lot owners of the former cemeteries are entitled to the same rights and privileges concerning their lots that were accorded to them under the previous ownership.

A. Transfers to a public cemetery association

Ownership of municipal cemetery land may be transferred by deed, with or without conditions, to a public cemetery association. The transfer agreement should be drafted by the city attorney.

RELEVANT LINKS:

Minn. Stat. § 306.06.

As a part of the transaction, the city may enter into a contract or agreement with the cemetery association to provide for the management and maintenance of the cemetery, for the sale of lots or land in the cemetery, and for those other matters concerning the care and control of the cemetery as the city sees necessary.

In cities where land has been devoted, without restriction, to public cemetery purposes since 1870, the city council may convey the land to a public cemetery association organized to acquire land for cemetery purposes. In these transfers, the city determines the terms of the transfer.

Minn. Stat. § 306.025, subd. 1.

B. Transfers to a city

Any public cemetery association owning cemetery lands at least partially located within a city may transfer ownership of the lands, along with other funds and property, to that city. The city may accept the transfer and continue to maintain and operate the cemetery. Any funds received in the transfer will be administered by the city for the same purposes and upon the same trusts for which they were originally established. Before the transfer is made, the city must first adopt a resolution.

Minn. Stat. § 306.025, subd. 3.

Minn. Stat. § 412.211.

A city may also be able to accept a transfer of ownership from a public cemetery association located wholly outside of city limits. Since cities are authorized in statute to purchase real or personal property outside of the city for purposes the city requires, it seems likely a transfer of cemetery lands to be used for the burial of city residents would be permissible. Furthermore, the state attorney general has added that a public cemetery association, if established prior to 1906, may transfer its ownership of lands to a city, even if outside city limits.

A.G. Op. 870j (June 2, 1959).

IX. Cemetery abandonment

Increasingly, cities are encountering cemeteries that have been abandoned by their incorporating associations or corporations. An abandoned cemetery can quickly become a nuisance when graves and the land are not maintained. The area can become vulnerable to criminal activity. To prevent or mitigate this situation, many cities appropriate funds to maintain the cemetery and ultimately clear the title to gain legal rights to the cemetery.

Minn. Stat. § 306.246.
Minn. Stat. § 410.01.
Minn. Stat. § 471.84.

Cities are authorized to disburse funds for the general maintenance of an abandoned or neglected cemetery. Likely, statutory cities and fourth-class cities would have to factor any funds disbursed to this cemetery into their overall limit of \$10,000 per year for all cemeteries. However, there appears to be no limit on how long a city may provide for an abandoned cemetery, so feasibly a city council could disburse funds indefinitely.

RELEVANT LINKS:

Minn. Stat. § 306.243, subds.
1, 4.
A.G. Op. 870 (Aug. 6, 1957).
Minn. Stat. § 306.246.
Minn. Stat. § 306.243, subd.
5.

Minn. Stat. § 508.03(6).

Minn. Stat. § 508.06.

Minn. Stat. § 508.11.

Minn. Stat. § 508.13.

Minn. Stat. § 508.15.

Minn. Stat. § 508.16.

Minn. Stat. § 508.17.

A. County takeover

To gain legal title to the cemetery, a city may ask the county to take over the cemetery and maintain it for one year. Counties are given express authority to take over and maintain an abandoned cemetery, whereas cities only have the authority to disburse funds for maintenance. After one year, the county may transfer the cemetery to the city. This is perhaps the least complicated option; however, it relies on the county's willingness to take on the control of the cemetery.

B. Title registration in Torrens system

A city may also obtain title to an abandoned cemetery by registering the title under the Torrens system. Torrens law is intended to establish an indefeasible title that is free from any rights or claims not registered with the register of titles. In the case of an abandoned cemetery, it would clear the title.

Registration can be a complex court proceeding, and the city should consult its city attorney for assistance. To register title, a city must pass a resolution to register the title of the cemetery before the clerk and mayor apply on behalf of the city.

The application must be in writing and approved by the examiner of titles before filing with the district court administrator.

As soon as possible after filing the application with the court administrator, the city must submit an abstract title of the land described in the application. In some cases, the title examiner may require the city to have a land survey of the cemetery. In such cases, the city is then required to file a plat of the land resulting from the survey with the court administrator. A certified copy of the application is filed with the country recorder and serves as notice of pending action.

The examiner of titles will then review the application and related documents, identify the legal and factual issues, and prepare a recommendation to the court of the necessary parties to be joined as defendants to adjudicate the matter. A copy of this report is given to the city, and the city must comply with it.

Once all of the requirements of the title examiner's report are met, the city files a petition for a summons with the court administrator. The court will examine the files and records of the case and issue the summons.

The summons requires defendants (possible parties with interest or claim to the title) to appear and provide an answer to the application of the city within 20 days of service.

RELEVANT LINKS:

Minn. Stat. § 508.16.

Additionally, any party claiming an interest in the title, even if they are not listed on the summons, may file an answer in the case.

Minn. Stat. § 508.16.

The service of the summons must follow the Minnesota Rules of Civil Procedure, and the city is responsible for the cost. The required form of the summons is provided in statute.

Minn. Stat. § 508.16.

A diligent search for defendants or their heirs must be done. However, if the defendants cannot be found, are unknown, or are not residents of Minnesota, publication of the summons suffices as service.

Minn. Stat. § 508.16.

The summons must be published at least once a week for three consecutive weeks in a newspaper published and printed in the same county as the application to register the title was filed.

Minn. Stat. § 508.19.

Additionally, if the title in question has not been registered before, which is likely in the case of a cemetery, the summons must be published in the newspaper. Again, the newspaper must be published and printed in the same county as the application was filed in, and run at least once a week for three consecutive weeks.

Minn. Stat. § 508.22.

Once the time for answering the summons has expired, no person has appeared, and the court is satisfied with proof of the city's right to the title, the court may issue a decree confirming the title of the applicant and ordering its registration. The decree of registration binds the land to the city and clears the title. The city is thus the legal owner of the cemetery.

C. Quiet title action

Minn. Stat. § 559.01.

The city may also bring an action in court to settle any adverse claims to the land and clear the title. This is sometimes referred to as quiet title action. This process is often complex and the city should consult its city attorney if exercising this option.

Minn. Stat. § 559.02.

When the city files the claim with the court, the filings must include the title and the names of any persons or heirs that are known or appear of record to have some right, title, estate, interest, or lien on the property. The city must also include the following statement: "Also all other persons unknown claiming any right, title, estate, interest, or lien in the real estate described in the complaint herein."

Minn. Stat. § 559.02.

Summons for the proceedings must be issued to any and all known persons with a valid interest in the property. The summons is served in person to those who are still living in the state. For those persons who are unknown or cannot be found with a reasonable diligent search, the service of summons may be made by publication in the newspaper. The newspaper must be printed and published in the county where the action was filed and must run at least once a week for three consecutive weeks.

Minn. Stat. § 508.16.

RELEVANT LINKS:

Minn. Stat. § 559.02.

League of Minnesota Cities
Research Service.

Minnesota Association of
Cemeteries.

Prior to publication, the city must file a notice of the pending action with the county recorder. If no person with valid interest or right to the land contests the city's claim to the cemetery, the court will issue an order quieting all adverse claims to the land. The city then records the order in its records as proof of title to the cemetery.

X. Conclusion

Cemeteries provide an important service for communities. However, many issues and requirements factor into the establishment, care, and maintenance of a cemetery. For additional information not included in this memo, please contact the League of Minnesota Cities Research Service or the Minnesota Association of Cemeteries.

#3.4



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: August 4, 2021
RE: Hazardous Building Demolition Proposals

For City Council information, the property located at 226 3rd Street North in the City of La Crescent has been determined to be a hazardous building. A copy of the court order is included.

The following proposals have been received to remove the structure:

- Zenke, Incorporated - \$26,899.56
- VanGundy Excavating, LLP - \$39,500.00

In order to proceed, we would suggest that the City Council accept the proposal submitted by Zenke Incorporated in the amount of \$26,899.56, and amend the 2021 general fund budget to reflect this expenditure.

The City Attorney will review with the City Council at the meeting the process for the City to recover the costs associated with the removal of the structure.

STATE OF MINNESOTA

DISTRICT COURT

COUNTY OF HOUSTON

THIRD JUDICIAL DISTRICT

Case Type: Other Civil, Hazardous Building

City of La Crescent, Minnesota,

Court File No. 28-CV-21-141

The Honorable Carmaine Sturino

Plaintiff,

vs.

Michael McCormick,

Defendant.

ORDER

On May 13, 2021, the above-entitled matter came on for hearing before the undersigned Judge of District Court concerning Plaintiff's Motion for Summary Enforcement of the June 8, 2020 Resolution and Order.

Jason J. Kuboushek appeared on behalf of Plaintiff. Defendant Michael McCormick did not appear. The Court, having heard the arguments of counsel, being fully advised on the premises, and upon the motions, and resolution filed herein, makes the following Order:

ORDER

1. Permitting the City of La Crescent, Minnesota to raze and remove the structure from 226 3rd Street North, La Crescent, Minnesota;
2. Permitting the City of La Crescent, Minnesota to assess necessary costs expended by the City of La Crescent against the real estate concerned and collect those costs in accordance with Minnesota Statutes §463.21 and §463.22;

3. Granting the City of La Crescent, Minnesota a lien against the real estate for the costs expended by the City pursuant to Minnesota Statutes §463.21, which lien may be collected as a special assessment in the manner provided by Minnesota Statutes §§429.061 to 429.081; and
4. Granting the City of La Crescent, Minnesota a money judgment against the owner of the Property for the costs expended by the City of La Crescent pursuant to Minnesota Statutes §463.21.

LET JUDGMENT BE ENTERED ACCORDINGLY.

BY THE COURT 05/17/2021 04:44:21 PM

Dated: _____

By Carmaine Sturino
The Honorable Carmaine Sturino
Judge of District Court

Filed in District Court
State of Minnesota

May 19 2021 7:37 AM

I hereby certify that the foregoing order
constitutes the Judgment of the Court

Dea Valente May 19 2021 7:36 AM

#3.5



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *BW*
DATE: August 4, 2021
RE: Annexation Review/Update

Attached is a map that shows the properties located in Crescent Valley that are still in La Crescent Township. The City Attorney will review and update the City Council on the annexation of these properties.



#3.6



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator *Bill*
DATE: August 4, 2021
RE: MnDPS – Drivers Exam Lease Agreement

Attached for review and consideration by the City Council is an e-mail and proposed lease to allow the Department of Public Safety to operate a drivers exam station in the current City Council Chambers.

This creates an interesting dilemma for the City of La Crescent. The City has done the preliminary planning on reconfiguring City Hall and relocating the Motor Vehicle License Office into a majority of the current City Council Chambers. Due to the cost and availability of materials, along with the availability of contractors, to date we have not moved forward on the proposed plan.

The service provided by offering drivers exams at City Hall is convenient and well received by residents of this community. If the offices at City Hall are reconfigured, there is no other existing space in the current building that could be used to provide drivers exams.

Bill Waller

From: Scharffbillig, Ashley (DPS) <ashley.scharffbillig@state.mn.us>
Sent: Wednesday, July 21, 2021 10:24 AM
To: Bill Waller
Subject: Public Safety Lease
Attachments: PS0381.pdf

Hi Bill,

I have a new lease for the City for use of the old library area for an driver exam site. The old lease was PS0278. This spring due to the legislature DVS had to plan to discontinue many of its exam locations including this one due to staffing. With the legislature finalizing the budgets recently, DVS has been mandated to keep all of the exam sites open as they work on starting to staff more persons for exams. Because of the timing this lease was allowed to expire June 30, however I'm now able to start working on starting new leases to replace the ones that did expire.

Public Safety would like to continue using this location for drivers exams, provide the city approves. Provided is the new lease to replace the previous one that had to expire. If you have any questions please let me know, otherwise it can be signed and returned to me. Thank you.

Ashley Scharffbillig
Leasing Coordinator
State of Minnesota, Department of Public Safety
Finance & Administrative Services
445 Minnesota Street, Suite 126
Saint Paul, MN 55101
Voice: 651-201-7007 Fax: 651-282-6586
Ashley.scharffbillig@state.mn.us



STATE OF MINNESOTA

LEASE

LEASE NO. **PS0381**

THIS AGREEMENT is made by and between City of La Crescent, 315 Main Street, LaCrescent, MN 55947, hereinafter referred to as LESSOR, and the STATE OF MINNESOTA, Department of Administration, hereinafter referred to as LESSEE, acting for the benefit of Department of Public Safety, Driver and Vehicle Services.

WHEREAS, the Commissioner of Administration is empowered by Minn. Stat. §16B.24, subd. 6, to lease non-state owned property;

NOW THEREFORE, LESSOR and LESSEE, in consideration of the rents, covenants and considerations hereinafter specified, do hereby agree each with the other as follows.

1. **LEASED PREMISES** LESSOR grants and LESSEE accepts a lease of the following described Leased Premises located in the City of La Crescent, County of Houston, Minnesota ZIP:55947

Approximately nine hundred (900) square feet in the old library of La Crescent City Hall to be used as a driver's exam station.

2. **USE** LESSEE shall use and occupy the Leased Premises only as driver exam station and for such related activities.
3. **LEASE TERM**

- 3.1 The term of this Lease is five (5) years, commencing August 1, 2021 and continuing through July 21, 2026, between the hours of 8:00 a.m. and 4:30 p.m. on the fourth Thursday of each month, holidays excepted. When not used on a holiday, an alternative day may be substituted, as required and if available.
- 3.2 LESSOR and LESSEE hereby agree that a change in the hours or day(s) of use may be made by mutual agreement in writing between the parties, so long as there is no increase in usage.

4. **RENT**

- 4.1 The consideration for this Lease Agreement shall be the mutual benefits to both parties of this Lease Agreement
- 4.2 LESSOR represents and warrants that it is solely entitled to all of the rents payable under the terms of this Lease and that LESSEE shall have the quiet enjoyment of the Leased Premises during the full term of this Lease and any extension or renewal thereof.

5. **OPTION TO RENEW**

- 5.1 LESSOR further grants and LESSEE accepts the right to one (1) option to renew this Lease for a period of two (2) years at the same terms, conditions and rental rate as this Lease.
- 5.2 To exercise the above noted option, LESSEE must indicate in writing its intent to exercise said option thirty (30) days prior to the expiration date of this Lease.

TERMINATION

- 5.3 In the event that the Minnesota State Legislature does not appropriate to the ____ funds necessary for the continuation of this Lease, or in the event that Federal Funds necessary for the continuation of this Lease are withheld for any reason, this Lease may be terminated by LESSEE upon giving thirty (30) days written notice.
- 5.4 Pursuant to Minn. Stat. §16B.24, subd. 6, this Lease is subject to cancellation upon thirty (30) days written notice by LESSEE for any reason except lease of other non-state-owned land or premises for the same use.
- 5.5 Notwithstanding Clauses 6.1 and 6.2 above, this Lease may be terminated by LESSEE or LESSOR for any reason at any time upon giving thirty (30) days prior written notice to LESSOR.

6. **DUTIES OF LESSOR**

- 7.1 LESSOR shall furnish and provide, at its expense, the following:
- a. Heat, lights, electricity, water;
 - b. Toilet facilities, janitorial services, trash removal;
 - c. Desk, tables, chairs and telephone service (local service)

- 7.2 Disability Access Guidelines LESSOR agrees to provide and maintain the Leased Premises and the building of which the Leased Premises are a part with accessibility and facilities for persons with disabilities meeting code requirements including, but not limited to: Title II and III of the American with Disabilities Act (ADA), all applicable laws, rules, ordinances and regulations issued by any federal, state or local political subdivisions having jurisdiction and authority in connection with said property.
- 7.3 Management LESSOR agrees that in exercising its management responsibilities of the property which the Leased Premises are a part, including the maintenance, repair, alterations and construction relating thereto, it shall comply with all applicable laws, statutes, rules, ordinances and regulations, including but not limited to building code, disabilities access, zoning, air quality, pollution control, recyclable materials and prevailing wage requirements, as issued by any federal, state or local political subdivisions having jurisdiction and authority in connection with said property.

7. **DUTIES OF LESSEE**

- 7.1 LESSEE covenants that at the termination of this Lease by lapse of time or otherwise, it shall remove its personal property and vacate and surrender possession of the Leased Premises to LESSOR in as good condition as when LESSEE took possession, ordinary wear and damage by the elements excepted. Alterations or fixtures attached to the Leased Premises shall remain a part thereof and shall not be removed unless LESSOR elects to permit removal.
- 7.2 Smoking Pursuant to Minn. Stat. 16B.24, subd. 9, LESSOR and LESSEE shall not permit smoking in the Leased Premises.
- 7.3 Energy Conservation LESSEE agrees to observe reasonable precautions to prevent waste of heat, electricity, water, air conditioning, any other utility or any service, whether such is furnished by LESSOR or obtained and paid for by LESSEE.

8. **INSURANCE; LIABILITY**

- 8.1 Property Damage It shall be the duty of LESSOR and LESSEE to maintain insurance or self-insurance on their own property, both real and personal. Notwithstanding anything apparently to the contrary in this Lease, LESSOR and LESSEE hereby release one another and their respective partners, officers, employees and property manager from any and all liability or responsibility to the other or anyone claiming through or under them by way of subrogation or otherwise for loss or damage, even if such loss or damage shall have been caused by the fault or negligence of the other party, or anyone for whom such party may be responsible.
- 8.2 Liability LESSOR and LESSEE agree that each party will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of any others and the results thereof. LESSEE'S liability shall be governed

by the provisions of the Minnesota Tort Claims Act, Minn. Stat., §3.736, and other applicable law.

9. **DESTRUCTION** If the Leased Premises shall be destroyed or damaged by fire, tornado, flood, civil disorder or any cause whatsoever, so that the Leased Premises become untenantable, the rent shall be abated from the time of such damage and LESSEE shall have the option of terminating this Lease immediately or allowing LESSOR such amount of time as LESSEE deems reasonable to restore the damaged Leased Premises to a tenantable condition.
10. **MAINTENANCE AND REPAIRS**
 - 10.1 It shall be the duty of LESSOR to maintain at its own expense, in working condition, all appurtenances within the scope of this Lease, including the maintenance of proper plumbing, wiring, heating (and, where applicable, cooling) devices and ductwork.
 - 10.2 LESSOR shall, at its own expense, make such necessary repairs so as to continue to provide all such service appurtenances as are required by this Lease, provided, however, that LESSOR shall not be responsible for repairs upon implements or articles which are the personal property of LESSEE, nor shall LESSOR bear the expense of repairs to the Leased Premises necessitated by damage caused by LESSEE beyond normal wear and tear.
11. **AUDIT** Pursuant to Minn. Stat., §16C.05, subd. 5, the books, records, documents and accounting procedures and practices of LESSOR relevant to this Lease shall be subject to examination by the State and/or Legislative Auditor, as appropriate, for a minimum of six (6) years.
12. **DEFAULT BY LESSOR** If LESSOR shall default in the performance of any of the terms or provisions of this Lease; LESSEE shall promptly so notify LESSOR in writing. If LESSOR shall fail to cure such default within thirty (30) days after receipt of such notice, or if the default is of such character as to require more than thirty (30) days to cure, and LESSOR shall fail to commence to do so within thirty (30) days after receipt of such notice and thereafter diligently proceed to cure such default, then in either event, LESSEE may cure such default and any reasonable and actual expenses paid by LESSEE shall be paid by LESSOR to LESSEE within ten (10) days after statement therefore is rendered. LESSEE shall have a specific right to set-off any such amounts against any rent payments or other amounts due under this Lease. In lieu of curing said default, LESSEE shall have the specific right to set-off against any rent payments or other amounts due under this Lease any damages incurred through the LESSOR'S breach. This provision in no way limits LESSEE'S other remedies for breach under common law or this Lease.
13. **GOVERNMENT DATA PRACTICES ACT COMPLIANCE**

- 13.1 LESSOR must comply with the Minnesota Government Data Practices Act, Minn. Stat., Chapter 13, as it applies to all data provided by LESSEE in accordance with this Lease and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by LESSOR in accordance with this Lease. The civil remedies of Minn. Stat. §13.08, apply to LESSOR and LESSEE.
- 13.2 Minn. Stat., Chapter 13, provides that all government data are public unless otherwise classified. If LESSOR receives a request to release the data referred to in this Clause, LESSOR must immediately notify LESSEE and consult with LESSEE as to how LESSOR should respond to the request. LESSOR'S response shall comply with applicable law, including that the response is timely and, if LESSOR denies access to the data, that LESSOR'S response references the statutory basis upon which LESSOR relied. LESSOR does not have a duty to provide public data to the public if the public data is available from LESSEE.

14. **NOTICES**

- 14.1 All notices or communications between LESSOR and LESSEE shall be in writing and deemed to have been given upon the occurrence of one of the following methods of delivery to the address noted in Clause 14.2 below.
- a. when personally delivered to the addressee, or
 - b. on the second business day after sender has deposited the registered or certified mailing with the US Postal Service, or
 - c. one (1) business day after deposited with an overnight courier service.

14.2 Mailing Addresses:

LESSOR:

City of LaCrescent
315 Main Street
LaCrescent, MN 55947

LESSEE:

Accounts Payable
Department of Public Safety
445 Minnesota St # 126
St Paul MN 55101-5126

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IN WITNESS WHEREOF, the parties have set their hands on the date(s) indicated below intending to be bound thereby.

LESSOR: CITY OF LA CRESCENT

Lessor certifies that the appropriate person(s) have executed the Lease on behalf of Lessor as required by applicable articles, bylaws, resolutions, or ordinances.

By_____

Title_____

Date_____

By_____

Title_____

Date_____

LESSEE:

STATE OF MINNESOTA
DEPARTMENT OF ADMINISTRATION
COMMISSIONER
Delegated to

By_____

Title_____

Date_____

APPROVED:

STATE OF MINNESOTA
DEPARTMENT OF PUBLIC SAFETY

By_____

Title_____

Date_____



CITY OF LA CRESCENT

Department of Police

Chief Douglas J. Stavenau



August 3, 2021

Honorable Mayor and City Council Members

City Administrator Bill Waller

RE: Rotary Sponsored - Apple Blossom Bicycle Tour

Saturday, August 14, 2021, at 8 am

The Apple Blossom Bicycle Tour is organized and sponsored by the La Crescent Rotary and scheduled for Saturday, August 14th. There are five different bicycle touring rides offered with all participant leaving from Abnet Field.

In cooperation and support of the event I would respectfully request permission for the La Crescent Police Department to assist with the bicyclist crossing U.S. Hwy 16 at South 14th Street. Disruption to normal traffic flow is anticipated to be minimal.

Thank you in advance for your consideration.

A handwritten signature in black ink, appearing to read "D. Stavenau".

Douglas Stavenau

Chief of Police



July 23, 2021

City Council and Police Chief Doug Stavenau
La Crescent City Hall
315 Main Street
La Crescent, MN 55947

City Council,

On Saturday, August 14, the Rotary Club of La Crescent will be hosting the Apple Blossom Bike Tour. Five rides are offered, all leaving from Abnet Field. Some bicyclists will leave before the official start at 8am, but the bulk of the riders will leave at 8 am.


The riders on the 16-mile route will leave Abnet Field at 14th Street and travel along Highway 61 to the Dresbach Travel Center to ride along the Mississippi River to Dakota and back.

I am requesting assistance from the Police Department to help bikers safely cross the traffic on Highway 61 at South 14th Street at 8am. Any questions can be directed to me. Thank you.

Eileen Krenz
Apple Blossom Bike Tour Chair
507-895-2800

#3.8



TO: Honorable Mayor and City Council Members
FROM: Bill Waller, City Administrator 
DATE: August 4, 2021
RE: Authorize Expenditure – COVID Review

This item was discussed at the last City Council meeting. We are suggesting that the City Council approve hiring Ryan Stotts to prepare a written narrative, including a timeline and interviews, of the City's experiences to date during the COVID-19 pandemic. The estimated cost is between \$1,500 and \$2,000. There are funds in the City Council's discretionary portion of the budget for this expenditure.

#3.9

RESOLUTION NO. 08-21-28

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

WHEREAS, the following donations were made to the City of La Crescent in the month of July, 2021:

1. Doug Albrecht wishes to donate \$1,000.00 to the La Crescent Fire Department for departmental purposes.
2. Breyer's Sales & Services wishes to donate \$100.00 to the La Crescent Police Department for Neighbor's Night Out.
3. Voss & Sons Construction wishes to donate \$125.00 to the La Crescent Police Department for Neighbor's Night Out.
4. Wieser Law Office wishes to donate \$75.00 to the La Crescent Police Department for Neighbor's Night Out.
5. Sons of Norway wishes to donate \$50.00 to the La Crescent Fire Department for departmental purposes.
6. Pat's Insurance Agency wishes to donate \$150.00 to the La Crescent Police Department for Neighbor's Night Out.
7. GreatBigOutlet.com wishes to donate \$200.00 to the La Crescent Police Department for Neighbor's Night Out.
8. Wieser Precast – Doric Vault wishes to donate \$200.00 to the La Crescent Police Department for Neighbor's Night Out.
9. Tom Niebeling Landscaping wishes to donate \$25.00 to the La Crescent Police Department for Neighbor's Night Out.
10. Crest Precast wishes to donate \$500.00 to the La Crescent Police Department for Neighbor's Night Out.
11. Zenke, Inc. wishes to donate \$100.00 to the La Crescent Police Department for Neighbor's Night Out.
12. Ryan Quanrud wishes to donate \$100.00 to the La Crescent Police Department for Neighbor's Night Out.
13. Destination Dental wishes to donate \$200.00 to the La Crescent Police Department for Neighbor's Night Out.

14. Peace Mind Counseling wishes to donate \$250.00 to the La Crescent Police Department for Neighbor's Night Out.

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

ADOPTED this 9th day of August, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator



IN RECOGNITION OF YOUR SERVICE

TO THE LA CRESCENT COMMUNITY

LINDA LARSON

LA CRESCENT CITY PLANNING COMMISSION MEMBER

2013 – 2021

ON BEHALF OF THE MEMBERS OF THIS COMMUNITY

AND THE MEMBERS OF THE CITY COUNCIL

THANK YOU FOR YOUR SERVICE

TO THE CITY OF LA CRESCENT

A handwritten signature in black ink, appearing to read "Mike Doellinger", written over a horizontal line.

Mike Doellinger
Mayor, City of La Crescent
July 27, 2021



IN RECOGNITION OF YOUR SERVICE

TO THE LA CRESCENT COMMUNITY

MIKE LIMBERG

LA CRESCENT CITY PARK AND RECREATION COMMISSION MEMBER

1993 – 2021

ON BEHALF OF THE MEMBERS OF THIS COMMUNITY

AND THE MEMBERS OF THE CITY COUNCIL

THANK YOU FOR YOUR SERVICE

TO THE CITY OF LA CRESCENT

A handwritten signature in black ink, appearing to read "Mike Poellinger", is written over a horizontal line.

Mike Poellinger
Mayor, City of La Crescent
July 27, 2021

#6.1



**La Crosse County Convention & Visitors Bureau
In Person Board Meeting at LCCVB Office
123 7th Street S. La Crosse
Tuesday, July 27th, 2021
8:00 a.m.**

Board of Directors: Dan Wick, President; Billy Bergeron, Vice President; Chris Roderique, Treasurer; Val Erickson, Secretary; Pete Boese, Dave Ring, Pat Stephens, Ryan Johnson, Larry Jensen, Nathan Franklin, Patrick Barlow, Dan Stevens, Scott Neumeister, Troy Sargent, Cherryl Jostad, Michel Gabbud, Stephen Cohen, Jay Patel, Ashley Santolin, Cassandra Hanan, Pamela Maas, Jen Burch & Madeline Behringer

Ad Hoc: Terry Bauer, Neal Zygarlicke, Art Fahey
Executive Director: A.J. Frels

AGENDA

1. **Call to Order**
2. **In Introductions – Monica Berra**
3. **Board Minutes**
 - a. June 2021
4. **Financial Committee**
 - a. Minutes – July 6th, 2021
 - b. Minutes – July 13th, 2021
 - c. Statements – June 2021
 - d. 2022 Budget
5. **Executive Director's Report**
6. **Committees**
 - a. Membership
 - b. Grants
 - c. Convention/Sales
 - d. Marketing/Media
7. **Old Business**
 - a. 2021-22 Board Strategic Planning Session
 - b. GRR Dedication July 29th
 - c. Trolley Update
 - d. ARP Update
8. **New Business**
 - a. Regional June Hotel Occupancy
 - b. Employment Shortage/Hostility Round Table Discussion – Synergy
 - c. No Wake Zone Meeting
9. **Event Center Updates**
10. **Community Updates**
11. **Adjournment**

12. Next In Person LCCVB Board Meeting is Scheduled for August 17th, 2021 Starting at 8:00 am



LA CROSSE COUNTY CONVENTION & VISITORS BUREAU

BOARD MEETING-ONLINE

June 15, 2021– 8:00 a.m.

Board Members:

Present: Chris Roderique, Valerie Erickson, Larry Jensen, Dan Wick, Dave Ring, Nathan Franklin, Cherryl Jostad, Ashley Santolin, Jay Patel, Cassandra Hanan, Dan Stevens, Ryan Johnson, Troy Sargent, Michel Gabbud, Stephen Cohen, Art Fahey, Terry Bauer, Neal Zygarlicke

Excused: Patrick Barlow, Jen Burch, Pamela Maas, Billy Bergeron

Absent: Pete Boese, Pat Stephens, Scott Neumeister

Others present:

Executive Director: A.J. Frels

Director of Finance & Human Resources: Michelle Hoch

PROCEEDINGS:

Dan Wick brought the meeting to order at 8:03 a.m.

MOTION: To approve the May 2021 Board minutes. (V. Erickson, J. Patel) Carried.

FINANCE COMMITTEE:

MOTION: To approve the June 2021 minutes & the May 2021 financials. (D. Ring, L. Jensen) Carried.

EXECUTIVE DIRECTOR REPORT:

- In the month of May we saw quite an extensive list of media coverage on the region. The links to these articles were provided in the packet.

-On July 29th at 11:00am, there will be a ceremony in Riverside Park to dedicate the Great River Road as an All American Road.

-We will have a presence at the Wisconsin State Fair, and distribute information on the region to fair attendees.

-AJ attended the Destinations Wisconsin Board meeting on May 20-21. At the meeting they discussed the labor challenges for the tourism industry. The Fall Tourism Conference will be held in the La Crosse Region on November 4&5, 2021.

-AJ chaired the Meetings & Convention Committee meeting for the Governor's Council on June 8th. At that meeting discussions were on budget, tradeshow, and upcoming videos for the convention centers. At that meeting it was announced that a total of \$135,000 has been secured to move forward with the videos.

-Janet is working on directional signage to our new office location. While there are several hoops to jump through, it sounds like it could be 2-3 months before the signage will be up.

-Destinations Wisconsin is launching a 2-week public education program beginning on June 7th. This program will showcase the important role DMO's play in their communities and the state.

-Deb and AJ met with TurnKey properties, a new company in the area who are managing short-term rental properties. A new membership category and rate has been created for these type of businesses who have multiple properties.

-Several meetings have taken place in order to plan for the production of new videography of the region.

-The Wisconsin Welcome Center is fully open as of June 1st. Visitors can now enter the area and choose their own materials as they would like.

COMMITTEE REPORTS:

Membership Committee-The reports were distributed. L. Jensen reported that membership revenue for May came in at \$7,166.25. There were 24 membership renewals, and 4 new members for the month.

Grants-R. Johnson reported that 13 grants have been awarded for a total of \$18,000. The next Grant meeting will be held in July. A total of \$25,000 has been allocated to be awarded in 2021.

Convention/Sales Committee-The committee met in person for the first time in over a year with great attendance. It was a good meeting with a full list of upcoming conventions, meetings, and sporting events.

Marketing/Media-Haleigh, along with the two interns, Lauren and Julia, have all been very busy with their marketing efforts.

OLD BUSINESS:

- The American Rescue Plan funding will be distributed through La Crosse County. At this time, the county is in discussion on how they will distribute the funds.

-The UWL Study #3 is attached to the packet and is the third and final survey.

-We have developed and launched a Job Openings page on our website for members to submit. We currently have 30 submissions, and more are coming in.

NEW BUSINESS:

- 2021 Hotel Occupancy update shows an average of 56% for those properties participating for the month of May.

-The 2022 Visitor Guide sales have begun. Ad prices will remain as they were for the 2019 guide.

-Membership Structure for long-term rentals with multiple locations. Deb and AJ met with a company managing long-term rental properties, and discussed the membership fee of \$225 each, for up to 10 properties, with additional locations charged at a reduced rate.

-The 2021-2022 Board Retreat has been set for Thursday, October 28th, 8am-12pm.

Event Centers Update:

-La Crescent Event Center: N/A

-Omni Center: June & July will be slow for dry floor events, but the ice will be in the arena and many groups will be coming in.

-La Crosse: There were 3 events held at the La Crosse Center last week, Globetrotters will be at the Center in July. August/September business will start to pick up.

Community Updates:

-La Crescent's new General Manager at the Best Western Plus is Monica Berra. The La Crescent Chamber will be looking for a new Executive Director in July. Safewise has named La Crescent #5 of the top 20 safest cities in Minnesota.

-Onalaska is showcasing the pop up art displays throughout the downtown area. The city pool is now open and very busy. The public concerts are also back on at Dash Park for enjoyment.

-West Salem had a great turnout at the annual June Dairy Days. The county fair will make a return next month in July. Fundraising has begun for a dog park at Veterans Memorial Park, and the Bike Repair station was put up downtown and the project is now complete.

Next in-person meeting scheduled for July 27, 2021, at 8:00am.

MOTION: Moved to Adjourn 8:37am. (L. Jensen, D. Stevens) Carried.

Respectfully submitted, Michelle Hoch

#6.2



COMPANY

Your Logo Here

Whether you're considering a move to Greater La Crosse or are ready to relocate here, ChooseLaCrosse.com is the ultimate resource to help you learn more about all the people, places, and organizations that make our community vibrant and welcoming, and will help you get connected once you arrive.

**GREAT SCHOOLS, GREAT VIEWS, AND A GREAT
COMMUNITY TO CALL HOME.**

-ADRIANE & NATE MELBY

Work

Learn more about our top employers and industries and find a link to a local Indeed job search page.

Live

Learn more about our unique surrounding communities, education, healthcare, childcare, cost of living, and more.

Play

Discover the infinite ways you can enjoy your free time all four seasons, including festivals and events, sports and recreation, arts and music, dining, and shopping.

Connect

Find our many volunteer and service groups, diversity organizations, and communities of faith where you'll meet the best kinds of folks who will make you feel right at home.

The website also includes the history of La Crosse, a mover's guide, and a Chamber member business directory. There are so many reasons to love Greater La Crosse - check out the testimonials from current residents outlining why they choose to live, work, and play here.



We're proud to call Greater La Crosse home. Let us help you discover why you belong here, too.



CHAMBER
LA CROSSE AREA

LACROSSE

Thrive in the heart of the Driftless Region

There are countless words to describe Greater La Crosse. Most call it charming, beautiful, breathtaking, and picturesque. From the Mississippi River to the large rocky bluffs, and from the Historic Downtown District to the rolling fields only minutes from the city, it is easy to understand why people use those words. But for us, the word most used is home.

La Crosse offers so much to so many; it is no wonder why people have decided to make this place their home. Quality of life is high, and people thrive here because of access and opportunity. It is our goal to introduce, educate, and promote this access and opportunity to others in target markets across the Midwest. With your investment, the La Crosse Area Chamber of Commerce and our partners will launch a long-term plan to address the worker shortage crisis by attracting talent to the La Crosse area.

The Talent Attraction Campaign encourages potential newcomers to Thrive in the Heart of the Driftless Region. The Campaign is comprised of numerous elements. A new website highlights opportunities for adventure, working, and living in our area. It also includes the new brand and logo, as well as videos, photos, targeted digital ads, and informational sheets that all work to educate and encourage workers to move to the area and fill vacant jobs. The targeted marketing efforts will be significant over a 3-year period (2021 to 2023). To succeed in this campaign, and to ultimately address our workforce shortage, we are seeking financial investment from our area businesses. Please find specific investment information below:

Three Year Investment

Level One		
Year 1 (2021)	\$10,000	Total Investment \$20,000
Year 2 (2022)	\$5,000	
Year 3 (2023)	\$5,000	
Level Two		
Year 1 (2021)	\$5,000	Total Investment \$10,000
Year 2 (2022)	\$2,500	
Year 3 (2023)	\$2,500	
Level Three		
Year 1 (2021)	\$1,000	Total Investment \$2,500
Year 2 (2022)	\$750	
Year 3 (2023)	\$750	

Your investment dollars will not only be used for the marketing campaign. The new website and marketing materials can be used by all employers and HR professionals as recruitment tools. Our goal with this campaign is to not only to gain talent; we also hope to ease the pressure on our current professionals who work tirelessly to recruit candidates to our region. Those who live here know what a hidden gem the Driftless Region is; it is time to share our secret with others.

Please contact Neal Zygarricke neal@lacrossechamber.com or Beth Franklin beth@lacrossechamber.com for more investment details, payment options, and/or further discussion.



CHAMBER
LA CROSSE AREA

CONNECT. GROW. ADVOCATE.

LaCrosseChamber.com

(608) 784-4880

Info@LaCrosseChamber.com

7.1



Protecting, Maintaining and Improving the Health of All Minnesotans

June 21, 2021

La Crescent City Council
c/o Ms. Natalie Carrol, Clerk
P.O. Box 208
107 South Main Street
Dexter, MN 55926-0208

Dear La Crescent City Council,

Congratulations! The Minnesota Department of Health (MDH) Oral Health Program and Drinking Water Protection Section are pleased to present the city of La Crescent with the American Dental Association (ADA), Association of State and Territorial Dental Directors (ASTDD), and Centers for Disease Control and Prevention (CDC) **2020 Community Water Fluoridation 50 Year Award**. This award is given jointly to recognize public water systems that have consistently adjusted the fluoride concentration in drinking water for the past 50 years.

Because of your efforts and continued support from generations of dental professionals and other health care providers, health care and public health organizations, community leaders, water professionals, and untold others, the prevention of tooth decay through community water fluoridation is recognized by the CDC as one of 10 great achievements in public health of the 20th century. We hope that this award will provide you with an opportunity to highlight your excellent work.

Congratulations on this outstanding achievement and thank you for providing safe, dependable drinking water for your community. If you have any questions about the award, please contact either David Rindal, MDH Drinking Water Protection, at (651) 201-4660 and (david.rindal@state.mn.us), or Muneera Hassan, MDH Oral Health Program, at (651) 201-5424 and (muneera.hassan@state.mn.us).

Sincerely,

A handwritten signature in blue ink that reads 'Prasida Khanal'.

Prasida Khanal, MPH BDS
Director | Oral Health Program
MN Department of Health
(651) 201-3538

A handwritten signature in blue ink that reads 'Sandeep Burman'.

Sandeep Burman, PG.
Manager | Drinking Water Protection
MN Department of Health
(651) 201-4647

A handwritten signature in blue ink that reads 'Carmelo Cinqueonce'.

Carmelo Cinqueonce, MBA
Executive Director
MN Dental Association
(651) 767-8400

An equal opportunity employer.

Association of State and Territorial Dental Directors
Centers for Disease Control and Prevention
American Dental Association

CERTIFICATE OF APPRECIATION

50 Year Award, 1970 – 2020

La Crescent

for contributions made on behalf of community water fluoridation



American Dental Association

www.ada.org



#7.2



GreenStep on a stick!

We are headed to the Minnesota State Fair!



Cities and tribal nations are invited to join us for a day at the [MN State Fair](#), Aug. 26 – Sept. 6. In partnership with the MN Department of Commerce Division of Energy Resources, we are inviting GreenStep communities to volunteer for a shift in the [Eco Experience](#) building.

The GreenStep exhibit will showcase the program and share examples of the great sustainability work being done to improve our everyday lives throughout the state. Among the exhibit features:

- Say hello to the **life-size cut-outs** of mayors, staff, and other community leaders from Bloomington, Granite Falls, Hackensack, Hutchinson, La Crescent, Prairie Island Indian Community, and Richfield and learn how their communities are working in the areas of clean energy, transportation, water, waste, and forestry.
- Share your community's sustainability successes and climate action **stories** with fairgoers from around the state.
- Check out a NEW 6'x6' **floor display** that describes the GreenStep Cities, Tribal Nations, and Schools programs — including maps, benefits, and ways to join. This display will be made available after the fair to travel to your community! We look forward to developing new panels that highlight your work.
- Play **Jeopardy** and test your knowledge about community sustainability.
- Watch rotating **videos** that highlight the GreenStep program and specific communities — and maybe even some fun trivia about your community!



NEW floor display for the state fair that will be available to travel to your community! (Product still in design and will appear different when complete.)

The Opportunity

One of the best ways to engage communities in sustainability actions is for them to learn more about what *other* communities have done. This exhibit will help to connect those that are *doing* with those that are *considering*. Current GreenStep communities have great stories to tell, and this is your chance!

The Ask

As members of the GreenStep program, we are seeking volunteers to:

- Work 4-hour shifts in the exhibit to engage fair-goers and say hello to visitors.
- Shifts will run from 10 a.m. – 2 p.m. and 2 p.m. – 6 p.m. each day, with two slots available each shift.
- Volunteers should be: city/tribal staff, elected officials, board/commission/committee members, and other trusted community leaders or partners that can help share your community's sustainability story.

Benefits include:

- Free gate admission to the Minnesota State Fair for each day volunteered. (ticket sent directly to you)
- Easy online access to sign up for shifts.
- Online training about the exhibit, including key messages, instructions for working with displays, tips for engagement, transportation/parking options, and safety/security information.

Interested? Sign up by July 23 at <https://www.signupgenius.com/go/20f0a4baead2fa7f85-greenstep>

FAQs:

- **What will I be expected to do during my shift?**
 - During your shift, you will be engaging with visitors about your community/organization and the sustainability work that you are involved in. This is a fun, informal setting without a script or other structured activity to run. We will provide you with talking points, tips for engagement, and other training.
- **How many people will be working at one time?**
 - There will be 2 volunteers in the GreenStep exhibit space at all times between 10 a.m. and 6 p.m., and there are staff from the Department of Commerce nearby between 9 a.m. and 9 p.m.
- **Can I volunteer with my co-worker? Spouse? Kid?**
 - Volunteers should be city/tribal staff, elected officials, board/commission/committee members, and other trusted community leaders or partners that can help share your community's sustainability story. This is your opportunity to engage fair-goers about your community/organization's success and while we appreciate that your friend or family member might know a little bit about your work, they cannot sign up for a volunteer shift. You are welcome to arrive at the fair together and spend time with them before and/or after your shift.
- **What if I sign up for a shift and then I can't make it?**
 - It happens! While we hope that you check your calendars carefully when signing up for a shift, plans can change. If your plans change with sufficient time before the fair, just let us know and we will work to reschedule your shift or find a replacement. We will have instructions for you should you realize that you won't be able to make your shift or if you are sick that day.
- **Can I sit down during my shift?**
 - Yes — chairs will be made available for volunteers to sit during their shift. However, we encourage you to be mobile and interact with visitors as much as possible to the extent that you are able.
- **Is there A/C?**
 - No — there is no air conditioning available in the Eco Experience building. However, there are large fans set up throughout the exhibit space that you are welcome to adjust as needed.
- **Can I take a break?**
 - Please plan ahead to not take a break during your shift. This means eating beforehand, bringing your own drinking water, using the restroom, etc. However, there will be other volunteers in the exhibit space at the same time so if you require a restroom break or water refill, you are able to do so. Do not plan to take a lunch/dinner break during your shift or leave the Eco Experience building.
- **What if I can't commit to a full 4-hour shift?**
 - We appreciate your interest, but we are in need of volunteers who can commit to a 4-hour shift this year. Please do not plan on splitting a shift with another individual — we need to have everyone's contact information available and the sign up form will not allow for that.
- **Can I work more than one shift? On different days?**
 - Yes and yes! You are welcome to work as many shifts as you are willing and able. For every day you volunteer a shift, you will receive a FREE state fair ticket.
- **What should I wear?**
 - You are welcome to wear comfortable and casual attire — it is the state fair, afterall! Please keep in mind that you are representing your community and the GreenStep program at this exhibit so attire should be appropriate. If you have a city/tribal/organization shirt or name tag, you are welcome to wear that.
- **How long should I plan for to get to the fair?**
 - That depends on where you are coming from and how you plan to travel. We will have guidance available later about parking, bus, bike, and other transportation options. Please plan sufficient time to arrive at your shift — the fairgrounds are expansive and it can easily take 45 minutes to get from one end to the other.
- **Where will we be located?**
 - The GreenStep exhibit is located in the Eco Experience building on the north-east corner of the fairgrounds - on Randall Ave, between Cooper St. and Snelling Ave. The exhibit is located in the south-west corner of the Eco Experience building.

Have another question? Contact Kristin Mroz (krisitn.mroz-risse@state.mn.us; 651-757-2793) or Danielle Cabot (dcabot@lmc.org).

7.3

Bill Waller

From: Paul Ulland <pulland@acegroup.cc>
Sent: Wednesday, August 4, 2021 7:40 AM
To: Bill Waller
Subject: Thank You!

Dear Bill and Everyone at the La Crescent City Hall,

We thank you for all you have done during the past couple of years to make it possible for our Hickory Lane neighborhood to have city water and sewer connections. The last orange barrels have now been removed, and we are enjoying the results of all the road construction etc. that has taken place. Last Friday evening we invited the neighbors to a celebration dinner on our porch, and we extend gratitude to everyone involved in the project.

Blessings to you all.

Paul and Judy Ulland