

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
SEPTEMBER 13, 2021

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of September was called to order by Mayor Mike Poellinger at 5:30 PM in the La Crescent City Hall, La Crescent, Minnesota, on Monday, September 13, 2021.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Ryan Hutchinson, Cheryl Jostad, Teresa O'Donnell-Ebner, Dale Williams, and Mayor Mike Poellinger. Members absent: None. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, City Engineer Tim Hruska, 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 – AUGUST 23, 2021
- 1.2 BILLS PAYABLE THROUGH SEPTEMBER 9, 2021
- 1.3 CASH BALANCE/ACTIVITY REPORT – JULY 2021
- 1.4 LIBRARY REPORT – JULY 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. Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

A MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED.

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

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

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

ITEM 3.1 – DONATION RESOLUTION

City Sustainability Coordinator Ludwigson reviewed with City Council a Resolution regarding the acceptance of donations to the City for the month of August, 2021. Regarding the Lions Club donation, the City was awarded a SHIP grant for the amount of \$5,000.00 to purchase benches, a bike rack, and a bike

repair stand for the trailhead at the downtown bike and pedestrian bridge this summer. The grant covered the full cost of the benches and bike rack, but was unable to cover the full cost of the bike repair stand. The Lions Club has generously donated the remaining \$965.61 to cover the cost of the bike repair stand. The SHIP grant will cover the remaining cost for the bike repair stand. Following review and discussion, Member Jostad introduced the following resolution and moved its passage and adoption:

RESOLUTION NO. 09-21-30

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

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

1. The Pheasants Forever, Inc./Winona-Root River Pheasants Forever Chapter #242 wishes to donate \$1,400.00 to be used towards the Horse Track Meadows prairie project.
2. The La Crescent Lions Club wishes to donate \$965.61 to be used towards a bike repair stand for the Bike/Pedestrian Bridge Project.

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

ADOPTED this 13th day of September, 2021.

SIGNED:

Mayor

ATTEST:

City Administrator

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Dale Williams	Yes
Mike Poellinger	Yes

Member Teresa O'Donnell-Ebner abstained from voting, 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 3.2 – LA CRESCENT ELECTRIC VEHICLE SHOWCASE

City Sustainability Coordinator Ludwigson reviewed with City Council that as part of the Partners in Energy plan, the City of La Crescent and Xcel Energy will be hosting an Electric Vehicle (EV) showcase event at the Event Center September 16th from 5:00 p.m. to 7:00 p.m. Various private vehicle owners and a local dealership will be on hand to educate residents and offer test drives. Other materials about charging and EV ownership will be provided at the event. Food and beverages will be available to participants. This item was informational, and no action was taken.

ITEM 3.3 – MIKE TEMP – 2020 AUDIT REVIEW

Mike Temp from Tostrud & Temp, S.C., Certified Public Accountants, gave an overview to City Council of the 2020 City audit. City Council was provided a copy of the audit to review prior to the meeting. Following questions, Member O’Donnell-Ebner made a motion, seconded by Member Hutchinson, as follows:

MOTION TO ACCEPT THE INDEPENDENT AUDITOR’S REPORT FROM TOSTRUD & TEMP, S.C. FOR THE CITY OF LA CRESCENT DATED DECEMBER 31, 2020.

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O’Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.4 – SHORE ACRES BOUNDARY ADJUSTMENT

City Engineer Hruska reviewed with City Council a correspondence from Tri-State Surveying, LLC regarding a request for a boundary adjustment for the property at 434 Shore Acres Road. It was proposed to remedy the boundary adjustment by having the City of La Crescent quit claim the land lying easterly of the current location of Shore Acres Road and westerly of the former road, depicted as Parcel 3 on the Preliminary Survey, back to the property owner of 434 Shore Acres Road. It was recommended to City Council to authorize the Mayor to sign the Quit Claim Deed and to request reimbursement to the City for the engineering and legal fees of \$700.00 from the property owner. Following discussion, Member Williams made a motion, seconded by Member O’Donnell-Ebner, as follows:

MOTION TO AUTHORIZE THE MAYOR TO SIGN THE QUIT CLAIM DEED FOR A BOUNDARY ADJUSTMENT FOR THE PROPERTY AT 434 SHORE ACRES ROAD AND TO REQUEST REIMBURSEMENT TO THE CITY FOR THE ENGINEERING AND LEGAL FEES OF \$700.00 FROM THE PROPERTY OWNER.

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

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

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

ITEM 3.5 – AUTHORIZE TO ADVERTISE – WAGON WHEEL PHASE I

City Engineer Hruska reviewed with City Council the completed plans for the Wagon Wheel Phase I paving project. This project includes paving the aggregate trail sections of the Wagon Wheel Trail. The City received funds for this project from a MN DNR trails grant. The project is estimated at \$116,500.00. City Council reviewed the plans for the project. It was recommended to City Council to approve the plans and specifications and to authorize advertisement for bids. Following discussion, Member Hutchinson made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE THE PLANS AND SPECIFICATIONS FOR THE WAGON WHEEL PHASE I PAVING PROJECT AND TO AUTHORIZE TO ADVERTISE FOR BIDS.

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

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

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

ITEM 3.6 – 2021 STREET PROJECT CHANGE ORDER

It was requested that the 2021 Street Project Change Order item be included in the next City Council agenda. No action taken.

ITEM 3.7 – HORSE TRACK MEADOWS PAVING SCHEDULE

City Engineer Hruska reviewed with City Council that last year, the City Council extended the final completion date for the final wear course to this construction season for the Horse Track Meadows paving. There has been a fair amount of home construction occurring within the subdivision since the initial completion. The City has been in discussions with A1 Excavating (City's Contractor) about extending the completion of the wear course one more year. They have requested the unit price for the bituminous be raised to \$94 per ton. This equates to about a \$14,000.00 change in final cost to the project. At this time, there is no arrangement for the Council to recuperate that cost from the developer. The developer is currently speculating that 3-5 more homes will begin construction in 2021 with another 6 homes and 4 townhomes potentially starting in 2022. There is potential that home and Phase 2 construction will place wear and tear on the exposed surface. Allowing another year to pass before final bituminous wearing course could extend the life expectancy of the final wear surface for the City.

The City met with the developer on September 9, and is recommending to City Council to approve the extension of the installation of the wear course of bituminous at Horse Track Meadows until 2022. It was also recommended to City Council to approve that the added cost of \$14,000.00 be split equally between the developer and the City. The developer is agreeable to this cost allocation. There are funds in the project budget for this expenditure. Following discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE EXTENSION OF THE INSTALLATION OF THE WEAR COURSE OF BITUMINOUS AT HORSE TRACK MEADOWS UNTIL 2022 AND TO APPROVE THAT THE ADDED COST OF \$14,000.00 BE SPLIT EQUALLY BETWEEN THE DEVELOPER AND THE CITY.

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

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

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

ITEM 3.8 – 2022 STREET PROJECT ENGINEERING AGREEMENT

City Engineer Hruska reviewed with City Council an engineering agreement for the 2022 Street Improvement project. The total project cost is estimated at approximately \$1,000,000.00. Funding for the project may include a combination of Municipal State Aid funds, along with street reconstruction bonds issued under the authority of the City's 5-year Street Reconstruction Plan. The City had originally planned to include the reconstruction of Walnut Street in the 2022 Street Improvement Project. City Engineer Hruska reviewed with City Council the reasons it is suggesting that the Walnut Street portion of the project be shifted to 2023. In order to proceed with the project, it was recommended to City Council to approve the engineering agreement for the 2022 Street Improvement project. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE PROFESSIONAL SERVICES AGREEMENT WITH WHKS & CO. FOR THE 2022 STREET IMPROVEMENT PROJECT WITH AN ESTIMATED FEE OF \$125,000.00.

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

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

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

ITEM 3.9 – MnDPS – DRIVERS EXAM LEASE AGREEMENT

City Administrator Waller reviewed with City Council a lease agreement with the Department of Public Safety to operate a drivers exam station at the La Crescent Community Building. Prior to COVID-19 there were 30-50 lunch participants on a daily basis that used the Community Room. These individuals will be displaced once a month with the change in location of the driver's exam station. The City will work with the Senior Dining Program to allow for the meals on wheels portion of the program to be offered at the Community Building on the days that the space is also being used as a driver's exam station. It was recommended to City Council to approve the lease agreement with revisions discussed by City Administrator and to authorize the required signatures. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THE LEASE AGREEMENT, WITH REVISIONS, WITH THE DEPARTMENT OF PUBLIC SAFETY TO OPERATE A DRIVERS EXAM STATION AT THE LA CRESCENT COMMUNITY BUILDING.

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

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

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

ITEM 3.10 – MTU – 2022 OPERATIONS AGREEMENT

City Administrator Waller reviewed with City Council the 2022 Transit Operating Agreement with the La Crosse MTU for the operation of the local Apple Express bus service. In order to continue to provide the bus service, it was recommended to City Council to approve the 2022 Operating Agreement, and to authorize the required signatures. Following discussion, Member Hutchinson made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE 2022 OPERATIONS AGREEMENT BETWEEN THE CITY OF LA CROSSE AND THE CITY OF LA CRESCENT PERTAINING TO PUBLIC TRANSPORTATION BY BUS AND TO AUTHORIZE THE REQUIRED SIGNATURES.

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

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

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

ITEM 3.11 – MTU – 2022 MOTOR VEHICLE LEASE

City Administrator Waller reviewed with City Council the 2022 Motor Vehicle Lease with the La Crosse MTU. The City of La Crescent owns the bus that is used in the operation of the local Apple Express bus service, and leases the bus to the La Crosse MTU. In order to continue to provide the bus service, it was recommended to City Council to approve the 2022 Motor Vehicle Lease and to authorize the required signatures. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Hutchinson, as follows:

MOTION TO APPROVE THE 2022 MOTOR VEHICLE LEASE BETWEEN THE LA CROSSE MUNICIPAL TRANSIT UTILITY AND THE CITY OF LA CRESCENT AND TO AUTHORIZE THE REQUIRED SIGNATURES.

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

Ryan Hutchinson	Yes
Cherryl Jostad	Yes
Teresa O’Donnell-Ebner	Yes
Dale Williams	Yes
Mike Poellinger	Yes

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

ITEM 3.12 – PLAYGROUND DEDICATION

City Administrator Waller reviewed with City Council that at 5:30 pm, on Tuesday, September 28, 2021, the new playground equipment at Veteran's Park will be formally dedicated. The following groups/ organizations will be recognized for their efforts and contributions to the project: La Crescent Lions Club; La Crescent Rotary Club; Prince of Peace Youth Group; MiEnergy; Mayo Health System; and the City of La Crescent Maintenance Department. This item was informational, and no action was taken.

ITEM 3.13 – APPLEFEST APPLE

Mayor Poellinger reviewed with City Council a request to paint an apple on the street at the intersection of Main and Walnut. Following discussion, Member O’Donnell-Ebner made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THE PAINTING OF AN APPLE ON THE STREET AT THE INTERSECTION OF MAIN AND WALNUT.

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

ITEM 5.1 – MAYOR’S COMMENTS – 2022 JUNETEENTH COUNTYWIDE CELEBRATION

City Council reviewed a letter to Mayor Poellinger from the African American Mutual Assistance Network, Inc. dated September 3, 2021 regarding the 2022 Juneteenth Countywide Celebration to be held at the Omni Center in Onalaska, WI. No action taken.

ITEM 6.1 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – EXPLORE LA CROSSE

City Council reviewed the Agenda from the August 17, 2021 La Crosse County Convention & Visitors Bureau Virtual Board Meeting, which included the Minutes from the July 27, 2021 Board Meeting. No action taken.

ITEM 6.2 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – CGMC 2020 CENSUS DATA

City Council reviewed the Coalition of Greater MN Cities Member City Population Change document. No action taken.

ITEM 6.3 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – WAGON WHEEL PHASE 3 – ADVERTISEMENT FOR BIDS

City Council reviewed the public notice for the Advertisement for Bids for the Wagon Wheel Trail – Phase 3 project. No action taken.

ITEM 6.4 – STAFF CORRESPONDENCE/COMMITTEE UPDATES – PARK AND RECREATION COMMISSION MINUTES – AUGUST 24, 2021

City Council reviewed the Minutes from the August 24, 2021 La Crescent Park and Recreation Commission meeting. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

Sarah Danielson of the La Crescent Chamber of Commerce introduced Julie Hatlem as the new Executive Director for the Chamber. Upcoming Chamber events were also discussed.

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

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

and none voted against the same. The motion was declared duly carried and the meeting duly adjourned at 6:23 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator