

MINUTES, REGULAR MEETING
CITY COUNCIL, CITY OF LA CRESCENT, MINNESOTA
SEPTEMBER 9, 2019

Pursuant to due call and notice thereof, the first meeting of the City Council of the City of La Crescent for the month of 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 9, 2019, followed by the Pledge of Allegiance.

Upon a roll call taken and tallied by the City Administrator, the following members were present: Members Cheryl Jostad, Teresa O'Donnell-Ebner, Dale Williams and Mayor Mike Poellinger. Members absent: Member Brian Krenz – Not Excused. Also present was City Administrator Bill Waller, City Attorney Skip Wieser, City Building/Zoning Official Shawn Wetterlin, 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 26, 2019
- 1.2 BILLS PAYABLE – SEPTEMBER 5, 2019

At the conclusion of the reading of the Consent Agenda, Mayor Poellinger asked if the Council wished to have any of the items removed from the Consent Agenda for further discussion. Member O'Donnell-Ebner made a motion, seconded by Member Williams, 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;

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

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

ITEM 3.1 – NORTHERN NATURAL GAS

City Administrator Waller and City Attorney Wieser reviewed with City Council information regarding Northern Natural Gas Company's intent to abandon the existing pipeline and station from its current location on Skunk Hollow Road to a new location at the south end of Lancer Boulevard. The proposed new town border station would actually be located in La Crescent Township, but Northern Natural Gas Company is proposing to access the new site from Lancer Boulevard, a City street. The City has denied that request. City Council reviewed a copy of the denial letter, along with site plans. City Council also reviewed notices and applications that Northern Natural Gas Company has submitted to Houston County for a conditional use permit and variance

to allow for the construction of the new town border station. The hearings originally scheduled for August 7, 2019 were cancelled and to date the City has not been informed of new hearing dates. It was recommended to City Council to go on public record in opposition of the proposed project, and the requested conditional use permit and variance application. It was also recommended that the City Council authorize City staff to attend the hearings on the conditional use permit and variance application and state the City's opposition to the project. Agenda Requests regarding Northern Natural Gas were received from Dean Otterson, Bruce Kuehmichel, Jeremy Chipps and Glenn Strittmater. Following questions and discussion, Member Williams made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO OPPOSE THE PROPOSED PROJECT, AND THE REQUESTED CONDITIONAL USE PERMIT AND VARIANCE APPLICATION AND TO AUTHORIZE CITY STAFF TO ATTEND THE HEARINGS ON THE CONDITIONAL USE PERMIT AND VARIANCE APPLICATION AND STATE THE CITY'S OPPOSITION TO THE PROJECT AND ALSO TO REQUEST TO HOLD THE MEETINGS IN LA CRESCENT.

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.

In approving the above Motion, the City Council made the following findings of facts as to reasoning for opposition:

1. Accessing a commercial development in the Township from a City Street.
2. Limited access from Lancer Blvd – one-way in and one-way out.
3. Present location on Skunk Hollow is accessible from South 12th and South 14th Street, Skunk Hollow Road, and even Cornforth Road.
4. Proximity to ABLE building on end of Lancer Blvd.
5. Zoning concerns identified by City Attorney.
6. General concerns raised by members of the public in attendance.

ITEM 3.2 – 2019 LICENSE APPLICATION

City Council reviewed a gas installers license application for Newman Heating & Cooling for 2019. The application appears to be in order, and it was recommended to City Council to approve the license application. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Jostad, as follows:

MOTION TO APPROVE THE PRESENTED LICENSE APPLICATION FOR 2019 FOR THE FOLLOWING:

GAS INSTALLERS – NEWMAN HEATING & COOLING.

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 3.3 – FIRST MEETING DATE IN NOVEMBER

It was recommended that the City Council approve moving the first meeting of the month in November 2019 from Monday, November 11, which is Veterans Day, to Tuesday, November 12, 2019. Following discussion, Member Jostad made a motion, seconded by Member Williams, as follows:

MOTION TO APPROVE MOVING THE FIRST MEETING OF THE MONTH IN NOVEMBER 2019 FROM MONDAY, NOVEMBER 11, WHICH IS VETERANS DAY, TO TUESDAY, NOVEMBER 12, 2019.

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 3.4 – PERSONNEL COMMITTEE RECOMMENDATIONS

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

1. Kara Tarrence would move from step 4 in the Bookkeepers position, to step 2 in the Accountants position. City Council reviewed a copy of the revised job description, along with the salary schedule from the union contract. It was proposed that the change would take effect September 10, 2019. Pursuant to the terms and conditions of the union contract, Ms. Tarrence would serve a three month trial period.
2. Chris Fortsch would move from step 4 in the Office Assistants position to step 4 in the Administrative Clerks position. The Administrative Clerks position is a new position and has been reviewed and grouped in the category that includes Police Administrative Secretary, Vehicle License Bureau Clerk, and Bookkeeper. City Council reviewed a copy of the new job description, along with the salary schedule from the union contract. It was proposed that the change would take effect September 10, 2019. Pursuant to the terms and conditions of the union contract, Ms. Fortsch would serve a three month trial period.
3. On October 1, 2019, Angie Boettcher will have completed her three month trial period as the Administrative Assistant. It was recommended that effective October 1, 2019, Ms. Boettcher's probationary status be removed, and that she be classified as a regular City of La Crescent employee.

4. That the City Council approve a memorandum of understanding with the AFSCME Union. City Council reviewed a copy of the memorandum of understanding.
5. That the City Council accept LaVonne Beach's retirement from the City of La Crescent. City Council reviewed a copy of Ms. Beach's retirement letter.

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

MOTION TO APPROVE KARA TARRENCE MOVE FROM STEP 4 IN THE BOOKKEEPERS POSITION, TO STEP 2 IN THE ACCOUNTANTS POSITION EFFECTIVE SEPTEMBER 10, 2019 AND THAT PURSUANT TO THE TERMS AND CONDITIONS OF THE UNION CONTRACT, MS. TARRENCE WOULD SERVE A THREE MONTH TRIAL PERIOD.

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.

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

MOTION TO APPROVE CHRIS FORTSCH MOVE FROM STEP 4 IN THE OFFICE ASSISTANTS POSITION TO STEP 4 IN THE ADMINISTRATIVE CLERKS POSITION EFFECTIVE SEPTEMBER 10, 2019 WITH THE ADMINISTRATIVE CLERKS POSITION BECOMING A NEW POSITION AND GROUPED IN THE CATEGORY THAT INCLUDES POLICE ADMINISTRATIVE SECRETARY, VEHICLE LICENSE BUREAU CLERK, AND BOOKKEEPER AND THAT PURSUANT TO THE TERMS AND CONDITIONS OF THE UNION CONTRACT, MS. FORTSCH WOULD SERVE A THREE MONTH TRIAL PERIOD.

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.

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

MOTION TO APPROVE REMOVING ANGIE BOETTCHER'S PROBATIONARY STATUS AS ADMINISTRATIVE ASSISTANT WITH THE CITY OF LA CRESCENT ON OCTOBER 1, 2019 AND THAT SHE BE CLASSIFIED AS A REGULAR CITY OF LA CRESCENT EMPLOYEE.

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.

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

MOTION TO APPROVE A MEMORANDUM OF UNDERSTANDING WITH THE AFSCME UNION.

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 voting against the same. The motion was declared duly carried by a 3-1 vote.

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

MOTION TO ACCEPT LAVONNE BEACH'S RETIREMENT AS DIRECTOR OF THE LA CRESCENT PUBLIC LIBRARY FOR THE CITY OF LA CRESCENT.

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 3.5 – NOTICE OF DESIRE TO NEGOTIATE – OPERATING ENGINEERS

City Administrator Waller reviewed with City Council a notice of desire to negotiate from the International Union of Operating Engineers. It was recommended to City Council to refer this to the Personnel Committee and that any tentative agreement reached through negotiations be presented to the City Council in the future. Following discussion, Member O'Donnell-Ebner made a motion, seconded by Member Williams, as follows:

MOTION TO REFER THE NOTICE OF DESIRE TO NEGOTIATE FROM THE INTERNATIONAL UNION OF OPERATING ENGINEERS TO THE PERSONNEL COMMITTEE AND THAT ANY TENTATIVE AGREEMENT REACHED THROUGH NEGOTIATIONS BE PRESENTED TO THE CITY COUNCIL IN THE FUTURE.

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 3.6 – STREET CLOSURE – APPLEFEST CAR SHOW

City Council reviewed a request from the La Crescent Chamber of Commerce for approval to close off the streets for the Applefest Car Show on Saturday, September 21, 2019 on South 4th Street between Oak Street and Elm Street. The Chamber also requested cones to block off the street at both ends to prevent anything besides foot traffic for the duration of the Car Show. The street can open by 3:00 p.m. Following discussion, Member Jostad made a motion, seconded by Member O'Donnell-Ebner, as follows:

MOTION TO APPROVE THE STREET CLOSURE ON SOUTH 4TH STREET BETWEEN OAK STREET AND ELM STREET IN THE CITY OF LA CRESCENT FOR THE CHAMBER SPONSORED APPLEFEST CAR SHOW ON SATURDAY, SEPTEMBER 21, 2019 AND TO PROVIDE CONES FOR THE STREET CLOSURE.

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 3.7 – DOWNTOWN DEVELOPMENT REVIEW

City Administrator Waller reviewed with City Council the monthly update on the proposed downtown development. This item was informational, and no action was taken.

ITEM 7.1 – CORRESPONDENCE – CITY OF LA CROSSE UTILITIES

City Council reviewed a correspondence from the City of La Crosse Utilities regarding the pending Sanitary Sewer Utility Rate increase planned for January 1, 2020. Wholesale sewer rates are proposed to go from \$1,631 to \$1,970 per million gallons. No action taken.

ITEM 8 – CHAMBER OF COMMERCE

Travis Minegar of the La Crescent Chamber of Commerce gave an update on the Applefest Flea Market/Craft Show that will be taking place at the Elementary School.

There being no further business to come before the Council at this time, Member O'Donnell-Ebner made a motion, seconded by Member Williams, to adjourn the meeting. Upon a roll call vote taken and tallied by the City Administrator, all Members 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 6:28 PM.

APPROVAL DATE: _____

SIGNED:

Mayor

ATTEST:

City Administrator