

Approved 01/03/2023

**Lanesboro City Council
Regular Meeting
Monday, December 5, 2022**

Meeting held in the Lanesboro Community Center Meeting Room and via Zoom

Present: Jason Resseman, Mitchell Walbridge, Mindy Albrecht-Benson, Joe Goetzke, and Chase Bakke

Absent: None

Visitors: Brian Malm, Hannah Wingert, Bonita Underbakke, Darla Taylor, Deane Benson, Lester Dunn, Bonnie Handmacher, Gideon Prudoehl, Mark and Brenda Bonney.

Regular Meeting:

Mayor Resseman called the Regular Meeting to order at 5:00 p.m.

- A. Agenda:** Member Albrecht-Benson motioned to approve the agenda with the following amendments: Miscellaneous - Wastewater Treatment Facility review schedule and New Business - Fire truck purchase agreement. Member Goetzke seconded the motion. Motion carried with all in favor.
- B. Public Comments:** No comments were shared.
- C. Approval of Minutes:**
- ❖ Minutes of the Regular Meeting, November 7, 2022: Member Goetzke motioned to approve the minutes as presented. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
 - ❖ Minutes of the Canvassing Board Meeting, November 15, 2022: Member Albrecht-Benson motioned to approve the minutes as presented. Member Walbridge seconded the motion. Motion carried with all in favor.
- D. Consent Agenda:**
1. Accounts Payable
 2. CEDA Contract for 2023
 3. Meeting Schedule for 2023
 4. Chapter 112 Summary for Publishing
 5. Resolution 2022-43 Accepting a Donation

Member Goetzke motioned to approve the Consent Agenda items as presented. Member Bakke seconded the motion. Motion carried with all in favor.

E. Project Reports:

a. Wastewater Treatment Facility

- i. **Pay Request #24:** City Engineer Brian Malm noted the project is nearly 90% complete; demolition of the old plant, landscaping, paving, and fencing remain unfinished at this time. Malm recommended payment in the amount of \$262,566.55. Mayor Resseman motioned to approve the request as submitted. Member Bakke seconded the motion. Motion carried with all in favor.

b. 2022 Street & Utility Improvements:

- i. **Pay Request #4:** City Engineer Brian Malm stated the project is nearly 50% complete. Due to weather conditions the project will be delayed until spring for paving and additional cement work, along with the completion of Kirkwood Street East for 2023. Malm recommended payment in the amount of \$433,768.58. Member Bakke motioned to approve the request as submitted. Member Albrecht-Benson seconded the motion. A question raised if the project would be able to begin in the spring of 2023 before the road restrictions have been lifted, Malm will look into it. Motion carried with all in favor.

F. Department Reports:

- a. **Presentation and Frequency of Department Reports for 2023:** Members noted a desire to have quarterly reports for all departments. Liaisons will be utilized for board and commission updates, with staff members completing updates for departments without boards.

G. Continued Business:

- a. **Ordinance 54.06 Public Utilities Fee Schedule:** Mayor Resseman motioned to approve the ordinance as presented. Member Walbridge seconded the motion. Motion carried with all in favor.
- b. **Ordinance 93.033 Permitting Restaurants to Operate on City Sidewalks:** Member Bakke motioned to approve the ordinance as presented. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
- c. **Walking Bridge to Little Norway Repairs:** Public Works Supervisor David Haugen has identified and photographed the areas of concern. He is working on attaining cost estimates for the Council's review. Mayor Resseman motioned to table the discussion. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
- d. **Safety Training for staff members:** Member Goetzke motioned to approve joining the Regional Safety Group through the League of MN Cities and MMUA for a total of \$1,485 for 2023 with no additional training sessions. Mayor Resseman seconded the motion. The training will be evaluated throughout the year to determine if additional training is desired. Motion carried with all in favor.

H. New Business:

- a. **Board and Commission Member Appointments for 2023:** Members discussed the opportunity to grow the EDA by appointing a second Council Member to the board. It was noted that this would be a possibility if another community member was willing to serve on the board.
 - i. **Resolution 2022-44 Heritage Preservation:** Member Goetzke motioned to approve the resolution as presented. Member Bakke seconded the motion. Motion carried with all in favor.
 - ii. **Resolution 2022-45 Public Utilities:** Member Bakke motioned to approve the resolution as presented. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
 - iii. **Resolution 2022-46 Park Board:** Member Walbridge motioned to approve the resolution as presented. Member Bakke seconded the motion. Motion carried with all in favor.

- iv. **Resolution 2022-47 EDA:** Member Albrecht-Benson motioned to approve the resolution as presented. Member Bakke seconded the motion. Motion carried with all in favor.
 - v. **Resolution 2022-48 Library Board:** Member Albrecht-Benson motioned to approve the resolution as presented. Member Bakke seconded the motion. Motion carried with all in favor.
- b. **Council Liaison Appointments for 2023:** Discussion was had on the role of the liaison, it was noted that according to ordinance and/or statute some appointments are for a voting member of the board while others are not. Non voting liaisons may attend public meetings in person or virtually. All liaisons for boards and commissions will report back to the Council with updates. For departments without a board or commission the staff member will provide the update. The following appointments were made:
 - i. EDA: Member Walbridge motioned to appoint Joe Goetzke to the EDA board. Member Bakke seconded the motion. Motion carried with all in favor.
 - ii. Planning & Zoning: Member Goetzke motioned to appoint Jason Resseman to the Planning & Zoning Board. Member Bakke seconded the motion. Motion carried with all in favor.
 - iii. Park: Mayor Resseman motioned to appoint Member Walbridge as the liaison to the Park Board. Member Bakke seconded the motion. Motion carried with all in favor.
 - iv. Library: Member Walbridge motioned to appoint Member Albrecht-Benson as the liaison to the Library Board. Member Bakke seconded the motion. Motion carried with all in favor.
 - v. Public Utilities: Mayor Resseman motioned to appoint Member Albrecht-Benson as the liaison to the Public Utilities Commission. Member Bakke seconded the motion. Motion carried with all in favor.
 - vi. Heritage Preservation: Mayor Resseman motioned to appoint Member Walbridge as a member and the liaison to the Heritage Preservation Commission. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
 - vii. Fire: Mayor Resseman motioned to appoint Member Bakke as the liaison to the Fire Department. Member Walbridge seconded the motion. Motion carried with all in favor.
 - viii. Street: Mayor Resseman motioned to appoint Member Bakke as the Street Department liaison. Member Goetzke seconded the motion. Motion carried with all in favor.
- c. **Settlement Agreement and Mutual Release, and Stipulation to Dismiss:** Attorney O'Koren provided the background and summary for the documents. Member Goetzke motioned to approve the Settlement Agreement and Mutual Release. Mayor Resseman seconded the motion. Motion carried with all in favor. Mayor Resseman motioned to approve the Stipulation to Dismiss. Member Bakke seconded the motion. Motion carried with all in favor.
- d. **City Administrator/Clerk Job Description Update:** Administrator Peterson submitted an updated version of the City Administrator/Clerk job description. Mayor Resseman motioned to table the discussion to allow time to review the changes. Member Goetzke seconded the motion. Peterson will provide the current job description to allow members an opportunity to compare the two. It was noted that the request to update

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the job description came during the Administrator/Clerk annual review. Motion carried with all in favor.

- e. **Fire truck Purchase Agreement:** Member Goetzke motioned to approve the contract as presented. Mayor Reed seconded the motion. Discussion was had with concern to the delivery date, if the date was to be delayed further. Motion failed with none in favor. Mayor Resseman motioned to table the discussion to request feedback from the department as to their comfort with how far out the delivery date should go. Member Goetzke seconded the motion. Motion carried with all in favor.

I. Miscellaneous:

- a. **Wastewater Treatment Facility Review Schedule:** Members noted that Tuesday's at 3:00 p.m. would work for all. Administrator Peterson will work with staff and Engineer's to coordinate an exact date.

The regular meeting was recessed at 5:54 p.m.

Truth in Taxation Public Hearing: Mayor Resseman called the hearing to order at 6:00 p.m. Brenda Bonney shared that she had requested to be included into the rural taxing district, however was denied by the Planning & Zoning commission. Bonney then reviewed minutes from past meetings, as well as the ordinance creating the district; she requested additional information as to why they were denied. Mayor Resseman provided a summary of the discussion from the denial. Resseman then shared that they were able to petition the Council for a review of the decision as well as detachment. With no further comments the hearing was closed at 6:11 p.m.

The regular meeting was reopened at 6:11 p.m.

J. New Business:

- a. **Resolution 2022-42 Approving Final Budget and Tax Levy for 2023:** Member Goetzke motioned to approve the resolution as presented. Member Bakke seconded the motion. Member Albrecht-Benson noted concern for the increase to the levy. Motion carried with Mayor Resseman and Members Bakke, Walbridge, and Goetzke voting in favor. Member Albrecht-Benson voted against the motion.

Next Meeting: Wednesday, January 3, 2023 6:00 p.m.

ADJOURN: Member Goetzke motioned to adjourn the meeting at 6:16 p.m. Member Bakke seconded the motion. Motion carried with all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk