

Approved 05/02/2023

**Lanesboro City Council  
Regular Meeting  
Monday, April 3, 2023**

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

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

**Absent:** None

**Visitors:** City Engineer Brian Malm, Hannah Wingert, Bonita Underbakke, Deane Benson, Attorney Joseph O’Koren, Alison Leathers, Michael Boho, Darla Taylor, Jonathon Lavine, Kristi Ruen, Lindsey Ruen, Caden Johnson, Michael Rein, Stacey Schultz, Melissa VanderPlas, Andrzej Zalasinski, Scott Taylor, Karen Heimdahl, and Sandy Danielson

**Public Hearing for consideration of amendments to the Lanesboro Economic Development Authority:**

Mayor Resseman opened the hearing to consider amending the board from a three member board to a five member board. No comments were shared. Mayor Resseman closed the hearing at 6:02 p.m.

**Regular Meeting:**

Mayor Resseman called the Regular Meeting to order at 6:02 p.m.

**A. Agenda:** Member Walbridge motioned to approve the agenda with the following additions: Hwy 250 to Project Reports and July meeting schedule to Miscellaneous. Member Bakke 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, March 6, 2023: Member Goetzke motioned to approve the minutes with an amendment to the motion and second for the approval of the minutes from February 6, 2023. Member Albrecht-Benson seconded the motion. Motion carried, with all in favor.

**D. Consent Agenda:**

1. Accounts Payable
2. Lanesboro Arts Temporary Liquor License: 04/15/23, 07/15/23, 08/19/23, 10/21/23
3. Lanesboro Area Chamber of Commerce Temporary Liquor License - Buffalo Bill Days: August 3-6 2023
4. Lanesboro Area Chamber of Commerce Lawful Gambling - Buffalo Bill Days
5. Resolution 2023-13 Accepting Donations

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

**E. Agenda Request - Lanesboro FFA:** Lyndsey Ruen, Caden Johnson, and Michael Rein requested permission to have “Proud FFA Community” signs installed on the entrance signs into Lanesboro on Hwy 16. Ideally there would also be signs posted on County Road 8, and Hwy 250, additional consideration will be given to see if there is a way to post in these locations as well. Mayor

Resseman motioned to approve the request. Member Bakke seconded the motion. Motion carried with all in favor.

**F. Arbor Day Proclamation - Mayor Resseman:** Mayor Resseman read the proclamation aloud.

**G. Project Reports:**

**a. Wastewater Treatment Facility**

- **Fee Amendment:** Malm presented a memo and table reviewing a request for an increase in construction related engineering in the amount of \$100,000. Members discussed contract enforcement in the future, lowest bidding law requirements, and best value bidding requirements. Member Albrecht-Benson moved to approve the increase as requested. Member Bakke seconded the motion. Motion carried with all in favor.

**b. Street and Utility Improvements 2022:**

- **Fee Amendment:** Malm reviewed the memo and table presented sharing the request to increase the construction related engineering fees by \$175,000. Discussion continued regarding the timing of the project as well as supply chain issues. It was noted that any change to the scope of work would be completed through change orders. Member Goetzke motioned to approve the increase as requested. Member Bakke seconded the motion. Motion carried with all in favor.

**c. Hwy 250 Reconstruction 2026:** Council members discussed two opportunities for moving forward, a partnership agreement or a cooperative agreement with MNDOT. Member Goetzke motioned to move forward with a partnership agreement. Member Albrecht-Benson seconded the motion. A letter of intent will be included in the May packet for approval, with the partnership agreement coming before the Council in June. Motion carried with all in favor.

**H. Department Reports**

**a. Park:** Member Walbridge provided the update for the department, the following items were discussed at the March 28 meeting:

- **Job Description and Title:** The Park Board recommended a job title change from Maintenance worker to Park and Facility Manager, as well as an amended job description for Mark Lawstuen. Member Walbridge motioned to approve the recommendation from the Park Board. Member Goetzke seconded the motion. Motion carried with all in favor.
- **Defibrillator:** The Park Board is searching for funding mechanisms to purchase a second defibrillator for the Library entrance so that it can be utilized in the Park if necessary.
- **Holiday Light Display:** The board is discussing the opportunity to have a light display during the holiday season this year.
- **Fee Schedule:** The board recommended increases to the rental rates for the community center as well as camping rates. The ordinance will be posted, and brought back to the Council at the May meeting.
- **Tennis Courts:** The board approved Bolton & Menk completing a site investigation to determine what type of a new facility could be put in this location, as well as how it could be built.
- **AirStream Rally:** This event will be happening May 11-14, Sylvan campground and a portion of Riverview Campground has been reserved for the campers.
- **Bicycling Across Minnesota:** This event will be coming to Lanesboro on August 16, 2023.

- b. **Chamber of Commerce:** Chamber Director Zalasinski introduced Scott Taylor, a member of the Finance Committee for the Chamber. Taylor reviewed the report included in the packet showing total revenue and expenses for 2022. Discussion was had as to how an internal audit can be conducted, it was noted that currently the Deputy Clerk reviews all submissions and notifies the Chamber if any properties are delinquent. In addition the details of the submissions can not be shared outside of Administration, only summary information can be provided to the Chamber for review.
- c. **Chill-Inn Lanesboro:** Alison Leathers shared she currently serves as the chairperson for the Business Promotion Group in Lanesboro, as well as the Chill-Inn initiative. Leathers reviewed the history noting the Chill-Inn initiative began over a year ago, and has now led to the creation of a winter video, as well as a winter tourism study being conducted by the University of Minnesota Extension office. The hope is to understand the community's perspective on winter tourism, and what that could potentially look like. Additionally funds will be put towards training, potential software, as well as a marketing plan. This is made possible by a grant from the Blandin Foundation. Representatives from Lanesboro plan to meet with two other communities that also received a grant in order to share ideas and goals with each other. Tomorrow there will be a public event from 5 to 8 p.m. to allow an opportunity to share thoughts on winter tourism.

The council took a five minute recess at 7:21 p.m.

**I. Continued Business:**

- a. **Walking Bridge to Little Norway Repairs:** Discussion was had regarding the history of the project as well as consideration for short and long term solutions. Brian Malm volunteered to donate the fee to have a structural engineer evaluate the bridge to determine the overall safety of the bridge. This will include a site visit as well as a recommendation memo completed no later than the June meeting. Member Goetzke motioned to accept the offer. Member Bakke seconded the motion. Motion carried with all in favor. Member Goetzke motioned to barricade the bridge, so that it can not be utilized until it is determined if it is safe to use. Member Bakke seconded the motion. Motion carried with Mayor Resseman and Members Bakke, Walbridge, and Goetzke voting in favor. Member Albrecht-Benson voted against.
- b. **Capital Improvement Plan Workshop:** Administrator Peterson will work to schedule a workshop for a Tuesday or Thursday evening.
- c. **Investment Opportunities:** Member Goetzke motioned to approve Resolution 2023-18, Authorizing Membership in the 4M Fund. Mayor Resseman seconded the motion. Motion carried with all in favor. Member Goetzke motioned to transfer the \$170,000 from the 230 Ambulance Fund into the account. Mayor Resseman seconded the motion. Discussion was had regarding the Ambulance departments' needs. Members suggested they would like to see a formal request for those funds before considering transferring to another department. Motion carried with all in favor.
- d. **Lanesboro Public Utilities expense reimbursement request:** Mayor Resseman motioned to table the discussion until a timeline for the meter replacement has been identified. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.

**J. New Business:**

- a. **Economic Development Authority**

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- **Resolution 2023-12:** Member Goetzke motioned to approve the resolution as presented. Mayor Resseman seconded the motion. Motion carried with all in favor.
  - **Ordinance 31.60:** Member Albrecht-Benson motioned to approve the amendments to ordinance 31.60. Member Bakke seconded the motion. Motion carried with all in favor.
  - b. **Resolution 2023-14 Appointing EDA Board Members:** Member Albrecht-Benson motioned to approve resolution 2023-14 appointing Michael Boho to the Lanesboro Economic Development Authority. Member Walbridge seconded the motion. Motion carried with all in favor. Mayor Resseman suggested appointing himself as the Mayor to the EDA Board. Member Goetzke motioned to appoint Mayor Resseman as recommended. Member Bakke seconded the motion. Motion carried with Mayor Resseman and Members Bakke, Walbridge, and Goetzke voting in favor. Member Albrecht-Benson voted against.
  - c. **Fire Department**
    - **Resolution 2023-15 Removal, Resolution 2023-17 Removal, Resolution 2023-16 Leave of Absence:** Member Albrecht-Benson motioned to approve all three resolutions as presented. Mayor Resseman seconded the motion. Motion carried with all in favor.
  - d. **Zoning Request for Parcel 190129020:** Member Albrecht-Benson motioned to approve the recommendation from the Planning & Zoning Commission to zone parcel 190129020 as Industrial. Mayor Resseman seconded the motion. Motion carried with all in favor.
  - e. **Street/Parking Closure Request Policy and Application:** Member Goetzke motioned to approve the policy as presented. Member Walbridge seconded the motion. Motion carried with all in favor.
  - f. **2023 Minnesota Basic Code of Ordinances Update:** Mayor Resseman motioned to approve purchasing the updated version of ordinances. Member Albrecht-Benson seconded the motion. Motion carried with all in favor.
- K. Miscellaneous:**
- a. **Local Board of Appeal and Equalization April 12th, 2023 at 6:00 p.m.**
  - b. **2022 Audit Review for City and Public Utilities, May 2, 2023 at 6:00 p.m.**
  - c. **July meeting schedule:** Mayor Resseman motioned to move the July meeting from Monday July 3 to Tuesday July 11th at 6:00 p.m.
  - d. **Emergency Services open house:** There will be an open house on Saturday, April 29th, 2023 at the new Emergency Services building.

**Next Meeting: Tuesday, May 2, 2023 6:00 p.m.**

**ADJOURN:** Mayor Resseman adjourned the meeting at 8:04 p.m.

Respectfully Submitted,

Michele Peterson  
City Administrator/Clerk