

Lanesboro City Council
Regular Meeting
Monday, January 7th, 2019
Regular Meeting 6:00 p.m.
City Council Chambers

Present: Jason Resseman, Autumn Johnson, Bridget Harvey, Tom Smith, and Chase Bakke

Absent: None

Visitors: Bretta Grabau, Jon Buggs, John Hart, David Haugen, Jerod Wagner, and Deane Benson

Elected Mayor and Council Members Oath of Office (5:45 p.m.)

Administrator Peterson administered the oath of office for Mayor Resseman and Council Members Johnson and Bakke.

Regular Meeting:

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

- A. Agenda:** Member Johnson motioned to approve the agenda with the additions of a John Hart-
USDA to the top of Regular Business, Committee Appointments of Lori Bakke and Suzy Slater to
HPC; Michael Seiler to Planning & Zoning, and Board of Equalization training and Planning &
Zoning resignation to Miscellaneous. Member Harvey seconded the motion. Motion carried all
in favor
- B. Approval of Minutes:**
1. Minutes of the Regular Meeting, December 3rd, 2018: Member Johnson motioned to
approve as submitted. Member Harvey seconded the motion. Motion carried all in
favor.
- C. Consent Agenda:**
1. Resolution 2019-01 – Designating an Official Depository
 2. Resolution 2019-02 – Designating the Official Newspaper
 3. Resolution 2019-03 – Authorizing the Lanesboro Fire Department Relief Association for
Lawful Gambling
 4. Resolution 2019-04 – Authorizing Signature Authority for City Accounts
 5. Resolution 2019-05 – Establishing Mileage Reimbursement Rate
 6. Resolution 2019-06 – Appointing Fire Relief Association Board of Trustees
 7. Resolution 2019-07 – Appointing Fire Department Officers
 8. Resolution 2019-08 – Establishing Polling Place
 9. Pay Equity Implementation Report
 10. Assistant Librarian 1 Hire – Shirley Mulder
 11. Lanesboro Arts Center – Temporary On-Sale Liquor License Applications for 2019
 12. Verizon Wireless Lease Agreements
 13. EDA Member resignation

Member Johnson motioned to approve the consent agenda as submitted. Member Harvey seconded the motion. Motion carried all in favor.

Regular Business:

- A. John Hart, USDA:** John Hart with the USDA was present to ask for permission to allow firearm use by the USDA within City limits. A timeframe not to exceed March 30th, 2019 with the hours of dusk to dawn for use. Mayor Resseman motioned to approve the use. Member Johnson seconded the motion. Mayor Resseman then amended his motion to include the consideration for liability. Member Johnson seconded the amended motion. All Council members voted no, motion does not pass.
- B. Backhoe:** Public Utilities staff member Jerod Wagner was present to provide additional information as to why the purchase of the backhoe is being considered now. Mayor Resseman also noted that he had discussed the needs with the Street Department. Member Johnson motioned to approve the joint purchase of the backhoe with Public Utilities. Member Harvey seconded the motion. Motion carried all in favor.
- C. Snowplowing Policy:** Street Department staff member David Haugen was present to ask the Council to amend the current snowplowing policy. Haugen noted the importance of safety, as well as being cost effective. Mayor Resseman motioned to approve the amended policy, with a request to review the policy in October of 2019. Member Johnson seconded the motion. Motion carried all in favor.
- D. City Council Regular Meeting Schedule:** Member Johnson motioned to approve moving the regular monthly City Council to be held the first Monday of the month at 6:00 p.m. in the City Council Meeting room. Member Harvey seconded the motion. Motion carried all in favor.
- E. Appointment of Mayor Pro Tempore:** Member Johnson motioned to appoint Member Smith as the Mayor Pro Tempore. Member Resseman seconded the motion. Motion carried all in favor.
- F. Council Member Committee Appointment:**
 - Member Smith: Lanesboro Public Utilities and Economic Development Authority
 - Member Johnson: Street and Park
 - Member Harvey: Library
 - Member Bakke: Fire and Ambulance
- G. Community Input:** Mayor Resseman motioned to approve a community input session, to which he will host, to be held 15 minutes prior to regular monthly meetings. Member Johnson seconded the motion. Motion carried all in favor.
- H. Zoning Ordinance Update:** Mayor Resseman noted that a Public hearing was held in October of 2018, with no comments heard. Resseman also noted that Planning & Zoning had approved the ordinances as submitted. Member Johnson motioned to approve the ordinance as submitted. Member Harvey seconded the motion. Motion carried all in favor.
- I. Continued Business:**
 - 1. Benson Contract:** Benson noted of the 99 Ambulance calls, he went on 59 of them. He also had 3,241 on call hours during the week and 598 week-end on call hours. Benson would like to have his salary increased to previous levels. Member Johnson motioned to conduct a review at the February meeting – details to include the current contract,

timesheets, and previous reviews. Member Harvey seconded the motion. Motion carried all in favor.

2. **Phone Audit:** Administrator Peterson noted that due to changes made there would be a monthly decrease of \$230 for City and Public Utilities. The Council asked to have another bid submitted to compare pricing.
3. **Committee Appointments:**
 - a. **HPC:** Member Johnson motioned to appoint Lori Bakke and Suzy Slater. Member Harvey seconded the motion. Motion carried with Mayor Resseman and members Johnson, Harvey, and Smith voting yes. Member Bakke abstained from voting.
 - b. **Library:** Member Johnson motioned to appoint Heidi Dybing. Member Harvey seconded the motion. Motion carried all in favor.
 - c. **Planning & Zoning:** Member Harvey motioned to appoint Michael Seiler. Member Johnson seconded the motion. Motion carried all in favor.

J. Miscellaneous:

1. **Office Closure:** Administrator Peterson requested closing operations at noon, for an employee appreciation afternoon. Member Johnson motioned to approve. Mayor Resseman seconded the motion. Motion carried all in favor.
2. **Employment Verification – Application for Municipal Clerk Certification:** Member Bakke approved the employment verification for Administrator Peterson. Mayor Resseman seconded the motion. Motion carried all in favor.
3. **Board of Equalization Training:** Administrator Peterson reminded the Council about the Board of Equalization training, information will be forwarded to the Council members.
4. **Planning & Zoning Resignation:** Member Bakke motioned to approve the resignation from Gretchen Engstrom from Planning & Zoning. Member Smith seconded the motion. Motion carried all in favor.
5. **HPC:** Mayor Resseman noted that the HPC will be hosting a meeting to discuss the 150th celebration on Wednesday, February 20th, 2019 at 7:00 p.m.

Next Meeting: Monday, February 4th, 2019 at 6:00 p.m.

ADJOURN: Member Resseman moved to adjourn at 7:02 p.m. Motion seconded by Member Harvey. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Monday, February 4th, 2019
Regular Meeting 6:00 p.m.
City Council Chambers

Present: Jason Resseman, Autumn Johnson, Bridget Harvey, and Chase Bakke

Absent: Tom Smith

Visitors: Bretta Grabau, Hannah Wingert, Don Lukkason, David Haugen, Melanie Haugen, Deane Benson, Chief Matt Schultz, Sgt. Blaise Sass, representatives of Boy Scout Troops 49 and 67

Regular Meeting:

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

A. Agenda: Member Johnson motioned to approve the agenda with the additions of Concert Request and Water Treatment Facility to Regular Business; and to Continued Business David Haugen six-month review. Member Harvey seconded the motion. Motion carried all in favor.

B. Approval of Minutes:

1. Minutes of the Regular Meeting, January 7th, 2019: Member Johnson motioned to approve as submitted. Member Bakke seconded the motion. Motion carried all in favor.

C. Consent Agenda:

1. Accounts Payable
2. 2019 Meeting Schedule
3. Smith Schafer 2018 Audit Agreement
4. Library Board Appointment – Phil Holtegaard and Sarah Pieper
5. Library Board Resignation – Heidi Dybing
6. Planning and Zoning Appointment – Steve Snyder
7. Resolution 2019-10 LRIP Kirkwood Street East
8. Resolution 2019-12 LRIP Beacon, Rochelle, Coffee
9. Resolution 2019-09 DNR Outdoor Recreation Grant Program
10. 2019 Fillmore County Ambulance Subsidy Contracts
11. Summary of Zoning Ordinance for publishing
12. Resolution 2019-11 PFA Loan Application, Forms 5 and 6
13. Taylor/Troendle Easement Agreement

Administrator Peterson requested that items #2 and #9 be withdrawn from the Consent Agenda. Member Johnson motioned to approve the consent agenda as amended. Member Harvey seconded the motion. Motion carried all in favor.

Member Johnson motioned to approve the 2019 Meeting Schedule with the change of the February Park Board meeting from the 27th to the 26th. Member Bakke seconded the motion. Motion carried all in favor.

Committee Reports:

- A. Police:** Chief Shultz provided a summary of calls for 2018 as well as detail from January 2019. He also provided an update for the department sharing a new vehicle was purchased, as well as new computers for the squad cars. Chief Schultz also noted that there will be some upcoming staffing changes for the part-time officers.
- B. Chamber:** Don Lukkason, Chamber board member, was present to provide an update. Lukkason provided a hand out and noted that a new director had been hired. The Council requested a member of the Chamber or the director attend the Council meetings.
- C. Ambulance:** Director Deane Benson noted the upcoming pancake breakfast for the ambulance association on March 10th, 2019. He has also applied for funding through Scheels for cold weather gear for crew members. The 12-lead unit has been repaired and is back up and running. Finally, Benson requested that the following people be appointed to the ambulance: Bruce Nelson, Joseph Goetzke, and Ben Hungerholt. Member Johnson motioned to appoint the three volunteers. Member Bakke seconded the motion. The volunteers will begin training in Chatfield very soon. Motion carried all in favor.

Regular Business:

- A. Expenditure of Budgeted Funds Policy:** Member Johnson motioned to table this item for further consideration. Member Harvey seconded the motion. Motion carried all in favor.
- B. Concert Request:** The Council considered the proposal of shutting off the fire suppression system for the concert due to the smoke and laser light show. Member Johnson motioned no, the system should not be shut off. Member Harvey seconded the motion. Attorney Manion noted concern for liability if we shut off the system. Motion carried all in favor. Attorney Manion will issue a letter to the organizers.
- C. Water Treatment Facility:** Administrator Peterson noted that there is water damage at the Water Treatment Facility and requested approval to work with LMCIT and a contractor to repair the damage. Member Johnson motioned to approve staff to work with a contractor and insurance to expedite the repair. Member Harvey seconded the motion. Motion carried all in favor.
- D. Continued Business:**
 - 1. **Employee Reviews** - (Closed Pursuant to Minnesota Statute 13D.05 subdivision 3 (a) the meeting will be closed to discuss staff performance reviews of those who are subject to the Lanesboro City Council's authority) The meeting was closed at 6:35 p.m. to conduct reviews for Ambulance Director Deane Benson as well as Public Works staff member David Haugen.

At 6.58 the meeting was reopened.

Member Harvey motioned to increase Deane Benson's salary to \$25,000 per year. Member Bakke seconded the motion. Motion carried all in favor.

Member Johnson motioned to approve a step increase from 1 to 2 for David Haugen. Member Bakke seconded the motion. Motion carried all in favor.

Member Harvey motioned to pay Deane Benson \$20 per call regardless of transport or not effective February 5th. Member Johnson seconded the motion. Motion carried all in favor.

E. Miscellaneous:

- 1. MPCA:** Administrator Peterson noted that a summary letter of a recent inspection had been received. Utilities will need to purchase necessary equipment to make the recommended changes.

Next Meeting: Monday, March 4th, 2019 at 6:00 p.m.

ADJOURN: Member Johnson moved to adjourn at 7:11 p.m. Motion seconded by Member Bakke.
Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Monday, March 4th, 2019
Regular Meeting 6:00 p.m.
City Council Chambers

Present: Jason Resseman, Autumn Johnson, Bridget Harvey, Tom Smith, and Chase Bakke

Absent: None

Visitors: Bretta Grabau, Dee Slinde, Pat Shanahan, Trish Capua, Anne Flynn, Stacey Schultz, and Andrzej Zalasinski

Regular Meeting:

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

A. Agenda: Member Johnson motioned to approve the agenda with the addition of Southern Minnesota Initiative Foundation to Regular Business, Miscellaneous #3. Member Harvey seconded the motion. Motion carried all in favor.

B. Approval of Minutes:

1. Minutes of the Regular Meeting, February 4th, 2019
2. Minutes of the Joint Rural Board Meeting, February 11th, 2019

Member Johnson motioned to approve as submitted. Member Harvey seconded the motion. Motion carried all in favor.

C. Consent Agenda:

1. Accounts Payable
2. Lodging Licenses
3. Root River Valley Chapter of National Wild Turkey Federation Gambling Permit
4. Root River Valley Chapter of National Wild Turkey Federation Temp. Liquor License
5. DNR Grant Contract – Sylvan Park Fishing Dock
6. Appoint Jeff Sanders to Ambulance Department

Member Johnson motioned to approve the consent agenda items as submitted. Member Bakke seconded the motion. Motion carried all in favor.

Committee Reports:

A. Heritage Preservation: Mayor Resseman discussed the 150th celebration of the community, noting several events and ideas are in the works currently. The Heritage Preservation Commission will plan to meet monthly through July to help coordinate efforts of the celebration. He noted hopes that this is an inclusive event, and encouraged people to bring forward ideas.

B. Planning & Zoning: Mayor Resseman noted that Grant funds had been awarded for the project to update the Comprehensive Plan from both Southern Minnesota Initiative Foundation as well as the Blandin Foundation. The goal is to combine all past plans and ventures into one

document to have it be a community plan. Several public meetings will be held, input is encouraged.

- C. **Park:** Member Johnson provided an update noting there has been significant time spent snowplowing. The Park Board recently approved the DNR Grant agreement for a new fishing dock in Sylvan Park, as well approved hiring part-time seasonal held, and finally are looking to update the current Community Center Lease Agreement.

Regular Business:

- A. **Pay Equity:** Administrator Peterson provided the findings from the 2018 MN Pay Equity report. Reports show the City is not currently compliant, and that the pay scale will need to be adjusted. Item will be tabled until a letter of non-compliance is issued from the state.
- B. **Continued Business:**
 - 1. **Expenditure of Funds Policy:** Administrator Peterson provided an amended policy for the Council to review. Member Smith motioned to approve the policy. Member Harvey seconded the motion. Motion carried all in favor.
- C. **Miscellaneous:**
 - 1. **Dam Emergency Action Plan:** Administrator Peterson noted that an exercise for the Dam Emergency Action Plan was held last week. Representatives included Public Works, Utilities, Fire Chief, Preston Police Chief Schultz, Fillmore County Sherriff Jon DeGeorge, and Emergency Management Kullot. An updated file has been submitted to the state.
 - 2. **Board of Appeal and Equalization Meeting:** A reminder that this year meeting is scheduled to be held Monday, May 13th, at 5:30 p.m.
 - 3. **Southern Minnesota Initiative Foundation Grant:** Member Johnson motioned to approve the grant agreement in the amount of \$10,000 for updating the Comprehensive Plan. Mayor Resseman seconded the motion. Motion carried all in favor.

Next Meeting: Monday, April 1st, 2019 at 6:00 p.m.

ADJOURN: Member Johnson moved to adjourn at 6:15 p.m. Motion seconded by Mayor Resseman. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Monday, April 1st, 2019
Regular Meeting 6:00 p.m.
City Council Chambers

Present: Jason Resseman, Autumn Johnson, Bridget Harvey, Tom Smith, and Chase Bakke

Absent: None

Visitors: Bretta Grabau, Erik Wrede, Mike Wombacher, Steve Sobieniak, Vicki McKinney, Jeff Boland, Julie and Jeff Norby, Bill Tuohy, Stacey Schultz, Jared Schultz, Jamie Manley, Hannah Wingert, Jereme Suckow, Matt Schnebly, Melissa Gilbertson, Wendy Miller, William Tuohy.

Regular Meeting:

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

- A. Agenda:** Member Harvey motioned to approve the agenda with the additions of Gambling Application, Cooperative Agreement, and LMC Training to Miscellaneous. Member Johnson seconded the motion. Motion carried all in favor.
- B. Approval of Minutes:**
1. Minutes of the Regular Meeting, March 4th, 2019
Member Johnson motioned to approve as submitted. Member Bakke seconded the motion. Motion carried all in favor.
- C. Consent Agenda:**
1. Accounts Payable
 2. Coffee Street Closure May 11 and Sept 21, 2019 8 am – 4 pm, Parkway Ave N to Root River Saloon for Girls Day Out Events
 3. Temporary Liquor License – Chamber of Commerce, BBD Beer and Brat Tent
 4. Temporary Liquor License – Chamber of Commerce, BBD Sip and Savor
 5. Temporary Liquor License – Lanesboro Firefighters Relief Association, BBD Dance
 6. Letter of support – H.F. no 494
 7. Sanitary Sewer Maintenance Policy
 8. Trace Wire Specification Policy
 9. Resolution 2019-13 Authorization for Lawful Gambling

Member Johnson motioned to approve the consent agenda items as submitted. Member Bakke seconded the motion. Motion carried all in favor.

Committee Reports:

- A. Economic Development Authority:** Member Smith noted that the EDA is currently working on a housing study for an independent facility. Elaine Edwards was elected President, while Phil Dybing was elected vice-president. There is currently a \$10,000 fund balance.
- B. Library:** Member Harvey noted the Library is working on the summer reading program, as well Director Johnson will be attending a conference for small rural libraries. The Friends of the Library are working on creating a fundraising letter.
- C. Ambulance:** Member Johnson motioned to remove Jeff Sanders and Joseph Goetzke from the Ambulance Department. Mayor Resseman seconded the motion. Motion carried all in favor.

- D. HPC:** Mayor Resseman noted further discussions about the 150th celebration was had, and they plan to continue meeting each month through June. A Facebook group was created to help with the planning. A design for T-shirts and buttons is being created. Events will be centered around July 6th and 7th.

Regular Business:

- A. Lot Split for Parcel 19.0084.000 & 19.0085.000:** Member Johnson motioned to approve the lot split application and resolution 2019-14. Member Bakke seconded the motion. Motion carried all in favor.
- B. Comprehensive Plan RFP:** Member Johnson motioned to approve the RFP for publishing. Member Harvey seconded the motion. Motion carried all in favor.
- C. Community Center Rental Contract:** Member Johnson motioned to approve the new rental agreement and application for the Community Center. Member Bakke seconded the motion. Motion carried all in favor.
- D. Arts Campus Initiative:** Member Johnson shared that Lanesboro is to be mentioned several times in a letter from the National Governors Association. This letter will be distributed to all Governor's in the nation. This is due to the City Council collaborating with Lanesboro Arts to make Lanesboro an Arts Campus. The Council has passed two resolutions, one in 2014 and one in 2017, both stating support of the Arts Campus initiative.
- E. Miscellaneous:**
- 1. Annual Staff Reviews:** Council would like to participate in staff reviews again this year. Administrator Peterson will coordinate schedules.
 - 2. Gambling Permit:** Mayor Resseman motioned to approve Resolution 2019-13 authorizing the Lanesboro Fire Department Relief Association for Lawful Gambling at 109 Parkway Avenue S. Member Harvey seconded the motion. Motion carried all in favor.
 - 3. Cooperative Agreement DNR:** Member Harvey motioned to approve Resolution 2019-15, approving the cooperative agreement between the State of Minnesota and the City of Lanesboro for the Root River Public Shore Fishing Site Reconstruction. Member Bakke seconded the motion. Motion carried all in favor.
 - 4. League of MN Cities Training:** Council members discussed the annual meeting in June to be held in Duluth this year. Members will notify Administrator Peterson by the end of April if they would like to attend.

Next Meeting: Monday, May 6th, 2019 at 6:00 p.m.

ADJOURN: Member Johnson moved to adjourn at 6:24 p.m. Motion seconded by Mayor Resseman. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk

**Lanesboro City Council
Special Meeting
Tuesday, April 30, 2019
5:30 p.m.**

Present: Autumn Johnson, Jason Resseman, Tom Smith, Chase Bakke, and Bridget Harvey

Absent: None

Visitors: Icon Construction, JF Brennan Company, Jeff Boland, Tom Dybing, Chris Goodwin, Alan Thorson, and Aaron Eberhart

Call to order the Special Council Meeting: (Mayor Resseman) 5:30 p.m.

- A. Lanesboro Dam Rehabilitation Bid Review:** Chris Goodwin with Ayers Associates provided a brief overview of the project. Member Smith motioned to approve the bid from Icon Construction in the amount of \$3,703,490 with a completion date of December 31, 2020. Member Johnson seconded the motion. Discussion was had regarding funding sources as well as the improvements to the Hydro unit for Public Utilities. Motion carried with Members Smith, Harvey, Bakke, and Johnson voted in favor. Mayor Resseman abstained from voting due to a conflict of interest.

Adjourn: Member Johnson motioned to adjourn the special meeting at 5:46p.m. Council member Harvey seconded the motion. Motion carried all in favor.

Respectfully submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Monday, May 6th, 2019
Regular Meeting 6:00 p.m.
City Council Chambers

Present: Jason Resseman, Autumn Johnson, Bridget Harvey, Tom Smith, and Chase Bakke

Absent: None

Visitors: Bretta Grabau, Chris and Richard Goodin, Trenton Raygor, John Davis, Jeff Boland, Lori Bakke, Scott Taylor, Jackson Raygor, Brian Malm, Brooke Pfeffer, David Haugen, Hannah Wingert, Andrzej Zalasinski, and Tom Dybing.

Regular Meeting:

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

A. Agenda: Member Harvey motioned to approve the agenda with the additions of EDA to Committee Reports, Blizzard, Certification, and Office Closure to Miscellaneous, and Special Meeting minutes from April 30th, 2019. Additionally, removing item D, Construction Engineering from Regular Business. Member Bakke seconded the motion. Motion carried all in favor.

B. Approval of Minutes:

1. Minutes of the Regular Meeting, April 1st, 2019
2. Minutes of the Special Meeting, April 30th, 2019

Member Johnson motioned to approve as submitted. Member Bakke seconded the motion. Motion carried all in favor.

C. Consent Agenda:

1. Accounts Payable
2. Buffalo Bill Days Parade Permit

Member Johnson motioned to approve the consent agenda items as submitted. Member Bakke seconded the motion. Motion carried all in favor.

Historic Preservation Award: Mayor Resseman presented Lori Bakke the owner of Granny's Liquor with the 2019 Historic Preservation Award for her work to maintain the building and its heritage.

Joint Meeting with Lanesboro Public Utilities – 2018 Audit Presentation: Andrew Forliti with Smith Schafer provided an overview of the Lanesboro Public Utilities and the City of Lanesboro 2018 audit.

Proclamation by Mayor Resseman – Arbor Month: Mayor Resseman read aloud a proclamation proclaiming May as Arbor Month in Lanesboro. It was noted that there will be 40 trees planted, weather permitting, this week in celebration.

Committee Reports:

- A. Fire:** Fire Chief David Haugen reported there have been two structure fires, a grass fire, and a car fire since January 1st. Haugen also noted he is checking into the requirements necessary to burn a house owned by the school for training purposes. The house is scheduled to be torn down.
- B. Street:** Public Works staff member David Haugen updated the Council on Street activities:

- The asphalt plant is up and running, therefore the staff will be focusing on filling pot holes as weather allows.
 - Staff also plan to complete the street painting as the weather allows.
 - It is difficult to determine an exact date to burn in advance, as the exact weather conditions determine whether or not the burn can happen. Attempts to notify as soon as possible are made each time. When a burn is necessary, the dump is shut down for three days. Attempts to create two separate piles for composting are being made.
 - 40 trees will be planted this week on boulevards, as well as in Sylvan park, Riverview Campground, and in the Poetry Parking lot (Bass Pond Parking area).
 - Sidewalks – no quotes were received, staff will be looking into an alternative repair, as well searching out contractors.
 - 10-minute parking – A request to paint the area designated as 10-minute parking was received for added visibility. Mayor Resseman motioned to approve Haugen painting the area as appropriate. Member Harvey seconded the motion. Motion carried all in favor.
 - Two quotes were attained to replace the sander. Member Johnson motioned to approve the purchase of a new sander in the amount of \$4,900, with funds coming from the vehicle replacement fund. Member Harvey seconded the motion. Motion carried all in favor.
- C. Park:** The Park Board recommended the hiring of Logan Jensson and Connor Ruen as part-time seasonal workers for the 2019 season. Member Johnson motioned to approve the recommendation. Member Harvey seconded the motion. Motion carried all in favor.
- D. EDA:** Administrator Peterson recommended appointing a second Council member or changing the ordinance governing the EDA so that the group become compliant. Member Harvey motioned to amend the ordinance to a 3-member board. Member Johnson seconded the motion. Motion carried all in favor. The ordinance will be presented at the next Council meeting.

Regular Business:

- A. Lanesboro Arts Campus Initiative:** John Davis reviewed the importance of the Lanesboro Arts Campus Initiative. Noting that the community was recently recognized on a national level for these efforts. The National Governors Association recently released a report, Rural Prosperity Through the Arts and Creative Sector in which Lanesboro was mentioned. Additionally, on May 2nd there was a policy briefing, National Assembly of State Arts Agencies on Arts and Rural Prosperity, at Capitol Hill in which Lanesboro was cited as a model of excellence in the arts. Member Johnson motioned to approve Resolution 2019-16, proclaiming continuing support for Regional and National Promotion and Advocacy of the Lanesboro Arts Campus Initiative. Member Harvey seconded the motion. Motion carried all in favor.
- B. Southern Minnesota Initiative Foundation:** Member Johnson motioned to approve a donation of \$250 in 2020 with the funds being required to be used in Lanesboro to SMIF. Member Bakke seconded the motion. Member Smith noted he would like to see the donation raised to \$500. Member Johnson asked to amend her motion to a donation of \$500 in 2020. Member Harvey seconded the motion. Motion carried all in favor.
- C. The Filthy 50 Event Presentation:** Trenton Raygor was present to discuss the idea of bringing the Filthy 50 event to Lanesboro October of 2019. Raygor has discussed the idea of the event with MNDOT as well as Fillmore County as a portion of Coffee street, and Parkway Avenue would need to be closed for a portion of the day. Member Johnson motioned to approve the event in Lanesboro. Member Harvey seconded the motion. Discussion was had regarding the necessity to coordinate with emergency services, the use of local food vendors, as well as closure of the street to specific time frames. Local business owners also voiced their approval of the event. Motion carried all in favor.
- D. Miscellaneous:**
- 1. Funding Opportunity Applications:** City Engineer Brian Malm noted that funding applications for the Local Road Improvement program had been submitted for Kirkwood St, and the Beacon, Coffee, Rochelle loop. If funding is approved, the Council would then need to approve the projects.

2. **Mayors Association Conference Update:** Mayor Resseman commented that it was a great conference, he enjoyed the networking as well. He encouraged other Council members to attend the LMC conference in June if possible.
3. **Blizzard:** Administrator Peterson noted the morning of February 24th, the blizzard, David Haugen had been on duty starting at 12:30 a.m., Peterson was notified at 4:00 a.m. of the urgent need for help. Ardell Nordgaard walked to work, Jerod Wagner rode a snow mobile to town, and Jeff Norby and Steve Majerus were unable to get to town. Danny and Adam Sveen and Andy Drake came in and immediately started helping City staff to clear the roads. The dedication of our staff and our community showed during this event.
4. **Certification:** Administrator Peterson has received her Minnesota Certified Municipal Clerks recognitions as of March 20th, 2019 based on education and experience.
5. **Office Closure:** Mayor Resseman motioned to approve closing the office at noon on Tuesday, May 7th, 2019 to allow Administration staff to attend a school event. Member Bakke seconded the motion. Motion carried all in favor.

At 7:20 p.m. the meeting was closed pursuant to Minnesota Statute 13D.05 subdivision 3 (a), (c) (1) and (3) to discuss staff performance reviews as well to consider the purchase of real property, parcel #180093010, 190037000, and 190037010. At 7:52 p.m. the meeting was reopened to the public.

E. Staff Annual Reviews: Member Johnson motioned to approve a step increase for Michele Peterson, Ardell Nordgaard, Steve Majerus, and Darla Taylor; all of whom last received a step increase in 2017. Member Harvey seconded the motion. Motion carried with Mayor Resseman, and Members Johnson, Bakke, and Harvey voting in favor. Member Smith abstained from voting.

F. Property:

1. **180093010:** Member Johnson motioned to approve an easement for a hiking trail on parcel #180093010. Member Harvey seconded the motion. Motion carried all in favor.
2. **190037010:** Member Johnson motioned to move forward with the paperwork to acquire this property and trade for the property that currently holds the Wastewater treatment facility. Member Bakke seconded the motion. Motion carried all in favor. Administrator Peterson will verify with City Engineer Brian Malm as to any necessary easements, and forward this information to Attorney Manion.
3. **190037000:** Member Bakke motioned to request Administrator Peterson to inquire with the property owners if they would consider selling the property. If so, an invitation to the next meeting would be shared. Member Johnson seconded the motion. Motion carried all in favor.

Next Meeting: Monday, June 3rd, 2019 at 6:00 p.m.

ADJOURN: Member Johnson moved to adjourn at 7:57 p.m. Motion seconded by Member Smith. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Local Board of Appeal and Equalization Meeting
Monday, May 13th, 2019
5:30pm

Present: Autumn Johnson, Jason Resseman, Tom Smith, Bridget Harvey, and Chase Bakke

Absent: None

Visitors: Brian Hoff, David Enright, David Landro, Linda Tacke, Paul Hardwick, Rich Lamon, Tom Dybing, and Rebecca Becker.

Call to order the Meeting: (Mayor Resseman) 5:30 p.m.

A. Local Board of Appeal & Equalization – Brian Hoff

Hoff began the meeting by reviewing the information provided in the packet. Several residents were present to appeal the value of their properties. Ron Vikre was not present at the meeting to provide any additional information.

Member Johnson motioned for no change in value to the following properties: 19.0460.090, 19.0460.030, 19.0264.000, 19.0240.120, 19.0424.000, 19.0398.000, 19.0064.010, 19.0062.000, 19.0063.000, 19.0438.070. Member Bakke seconded the motion. Motion carried with Mayor Resseman, and Members Johnson, Bakke, Harvey voting in favor. Member Smith abstained from voting. The property owners then filed for an appeal with the County, the properties will be reviewed, and then the County Board will determine if the values will be adjusted.

Adjourn: Member Johnson motioned to adjourn the Board of Appeal & Equalization at 6:30 p.m. Motion seconded by Mayor Resseman. Motion carried all in favor.

Respectfully submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Monday, June 3rd, 2019
Regular Meeting 6:00 p.m.
City Council Chambers

Present: Jason Resseman, Autumn Johnson, Bridget Harvey, Tom Smith, and Chase Bakke

Absent: None

Visitors: Bretta Grabau, Hannah Wingert, Bonita Underbakke, Mike Wombacher, Don Bell, Shari Qualy, Jeff Boland, Vicki McKinney, Jeffrey Broberg, Todd and Michelle Hook, Lori Bakke, Elaine Edwards, Brian Malm, Jason Harvey, Ceil Allen, Steve Sobiniak, Erik Wrede, Amy McCall, Don Lukkasson, Paul Hardwick, Sgt. Blaise Sass, Holden Krusemark, and Brooke McKivergan.

Regular Meeting:

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

A. Agenda: Member Johnson motioned to approve the agenda with the additions of Chamber of Commerce to Committee Reports, Estoppel Certificate to the Consent Agenda, June Tax payment to Miscellaneous, and removal of the Senior Housing Economic Impact Presentation. Member Harvey seconded the motion. Motion carried all in favor.

B. Approval of Minutes:

1. Minutes of the Regular Meeting, May 6th, 2019
2. Minutes of the Local Board of Appeals and Equalization Meeting, May 13th, 2019

Member Johnson motioned to approve as submitted. Member Harvey seconded the motion. Motion carried all in favor.

C. Consent Agenda:

1. Accounts Payable
2. Ordinance 151.30 Floodplain District
3. Summary for printing 151.30 Floodplain District
4. Resolution amending 31.60 Economic Development Authority
5. Verizon Lease Amendment
6. Icon Agreement – Dam Project
7. Building Permits, Extensions and Renewals Policy
8. Chamber of Commerce – Application for Lawful Gambling (Golf Tournament)
9. Estoppel Certificate

Member Johnson motioned to approve the consent agenda items as submitted. Member Bakke seconded the motion. Motion carried all in favor.

Committee Reports:

A. Chamber of Commerce: Chamber Board member Don Lukkason was present to provide an update. The Chamber of Commerce is currently working on creating a website for the 150th celebration, bringing the “#onlyinMN” sign to town in August, continuing Advertising campaigns, revision of the current Chamber

website, Membership Drive will begin next month, and finally updated Visitor Center hours. A hand out was provided.

- B. **Street:** Administrator Peterson noted several concerns brought forward regarding parking on Auburn Avenue. The discussion will be continued next month.
- C. **HPC:** Member Johnson motioned to accept the resignation of Suzy Slater. Member Bakke seconded the motion. Motion carried all in favor.

Regular Business:

- A. **Comprehensive Plan & Zoning Ordinance Update RFP's:** Mayor Resseman noted the recommendation from the Planning & Zoning commission to approve the RFP received from Bolton & Menk. Member Johnson motioned to approve the work order to update the Comprehensive Plan as well as Zoning Ordinances. Member Harvey seconded the motion. Motion carried all in favor.
- B. **SmartPack Automatic Compactors:** Mayor Resseman provided an overview of the discussion. Administrator Peterson shared that the Public Utilities Commission had approved funding installation as well as the lease for 2019. Discussion was then had regarding number of units and length of lease. Member Harvey motioned to inquire what the lease amount would be for three units. Member Johnson seconded the motion. Motion carried with Mayor Resseman and Members Johnson, Bakke, and Harvey voting yes. Member Smith voted no.
- C. **CEDA Proposal for Economic Development:** Member Harvey motioned to table the discussion until next month. Member Smith seconded the motion. Motion carried all in favor.
- D. **Public Utilities:** Member Johnson motioned to accept the resignation of Member Jeff Boland. Member Bakke seconded the motion. Motion carried all in favor.
Administrator Peterson reviewed the motion made at the last Public Utilities Meeting to place a moratorium on the plans for the Wastewater Treatment Facility. Attorney Manion noted that the Public Utility Commission is in an advisory role to the City Council; therefore the City Council would have to approve any changes to the discussion of the Wastewater Treatment Facility. No further action was taken.
- E. **Continued Business:**
 - 1. **Filthy Fifty (Road Closure, Banner across Parkway, Banners on Light posts):** No information regarding the road closure was available. Member Johnson motioned to approve staff hanging the banner across Parkway, additionally the Filthy Fifty can replace banners on the light posts downtown during the event. Member Resseman seconded the motion. Motion carried all in favor.
- F. **Miscellaneous:**
 - 1. **June Tax Payment:** Administrator Peterson relayed information from Fillmore County showing the June tax payment would be short funding due to a law suit filed by Minnesota Energy Resources.

At 6:40 p.m. the meeting was closed pursuant to Minnesota Statute 13D.05 subdivision 3 (a), (c) (1) and (3) to consider the purchase of real property 190037000. At 7:50 p.m. the meeting was reopened to the public.

G. Property:

- 1. **190037000:** Member Bakke motioned to have an appraisal completed on parcel 19.0037.000. Member Johnson seconded the motion. Motion carried all in favor.
- H. **Code of Conduct:** Member Harvey motioned to have Attorney Manion send a letter notifying a board member of the intent to investigate allegations of misconduct at the July 1st Council meeting. Mayor Resseman seconded the motion. Motion carried all in favor.

- I. **Roberts Rules of Order:** Member Smith motioned to add Roberts Rules of Order to the July 1st City Council agenda. Member Harvey seconded the motion. Motion carried all in favor.

Next Meeting: Monday, July 1st, 2019 at 6:00 p.m.

ADJOURN: Member Johnson moved to adjourn at 6:59 p.m. Motion seconded by Mayor Resseman. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Monday, July 1st, 2019
Regular Meeting 6:00 p.m.
City Council Chambers

Present: Jason Resseman, Autumn Johnson, Bridget Harvey, Tom Smith, and Chase Bakke

Absent: None

Visitors: Kirsten Zoellner, Don Bell, Bill Swanson, Vicki McKinney, Steve Sobieniak, Bonita Underbakke, Kate O'Neary, Brigid Tuck, Mikel Wombacher, Amy McCall, Erik Wrede, Vicki Torkelson, Phil Dybing, Sara York, Todd Hook, Ceil Allen, Lori Bakke, Pam Watson, Jon Buggs, Anne Flynn, Elaine Edwards, Don Lukkason, Fred Kiel, Phil and Clorees Haug, Mary Bell, Kara Maloney, Andrzej Zalasinski, Kirsten Mensink, Jennifer Hawkins, Deane Benson, Sergeant Sass, Julia Borgen, Richard Wolfgramm, and Beret Leone.

Regular Meeting:

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

- A. Agenda:** Member Johnson motioned to approve the agenda with the amendments of: removing item C from Regular Business and adding The Filthy 50 event, Sidewalk repairs, and Amdahl Avenue to Miscellaneous. Member Harvey seconded the motion. Motion carried all in favor.
- B. Approval of Minutes:**
 - 1. Minutes of the Regular Meeting, June 3rd, 2019
Member Johnson motioned to approve as submitted. Member Harvey seconded the motion. Motion carried all in favor.
- C. Consent Agenda:**
 - 1. Accounts Payable
 - 2. Resolution 2019-17 Authorizing Assessment of Unpaid Utility Charges
 - 3. Ordinance 151.34 Signs

Member Johnson motioned to approve the consent agenda items as submitted. Member Bakke seconded the motion. Motion carried all in favor.

Committee Reports:

- A. EDA:** Member Elaine Edwards presented an overview on what the EDA has been working on, as well as a provided an update on the current loans issued by the EDA to local businesses.
- B. Ambulance:** Director Deane Benson stated an interest in focusing on retention as the crew is down to 11 members currently. Member Smith motioned to approve the \$500 per pay period incentive if crew members meet the minimum on call time. Mayor Resseman seconded the motion. Motion carried with Mayor Resseman, and Members Harvey, Smith, and Bakke voting in favor. Member Johnson abstained as she is a member of the ambulance crew.

Senior Housing Economic Impact Presentation: Brigid Tuck from the University of Minnesota Extension Office provided the presentation.

Regular Business:

- A. Roberts Rules of Order:** Member Smith motioned to adopt the current version of Roberts Rules of Order. Member Johnson seconded the motion. Further discussion was had as to why this should be considered as well that the Mayor would generally interpret and discrepancies. Motion carried all in favor.
- B. Committee Applications:**
 - 1. HPC:** Attorney Manion noted that according to State Statute applicants need to be a resident of the City of Lanesboro. Member Johnson motioned to appoint Kate O'Neary. Mayor Resseman seconded the motion. Motion carried all in favor.
 - 2. LPU:** Member Smith motioned to appoint Jon Pieper to the Lanesboro Public Utilities. Member Harvey seconded the motion. Motion carried all in favor.
- C. Continued Business:**
 - 1. 1992 Vacation of a portion of Auburn Avenue:** Attorney Manion noted that in order for the Council to take any action there would need to be a petition. No further action was taken.
 - 2. Smartpak Automatic Compactors:** Member Harvey motioned to support the installation of three units for the remainder of this year and for next year. Mayor Resseman seconded the motion. Member Johnson noted inquiring with the businesses to help remove the trash if they begin to overflow. The motion failed with Mayor Resseman and Member Harvey voting in favor, and Members Smith, Johnson, and Bakke voting no.
 - 3. Parking on Auburn Avenue:** Administrator Peterson noted comments from residents not in favor of one side parking on the section of road between Whittier and Highway 16. Discussion was had that there was not a significant amount of parking further south on Auburn, and therefore the Council did not intend to look at that area further for no parking. A suggestion was made to look at no parking for the first 20 ft on the west side of Auburn Avenue at the Hwy 16 intersection. This would allow for more visibility. Administrator Peterson will visit with the Police Department for their input, discussion will be continued next month.
- D. Miscellaneous:**
 - 1. The Filthy 50:** Member Johnson motioned to approve the traffic control plan and the street closure. Member Bakke seconded the motion. Motion carried all in favor.
 - 2. Sidewalk Repairs:** Member Johnson motioned to call a hearing for the proposed sidewalk assessments. Member Harvey seconded the motion. Motion carried all in favor.
 - 3. Amdahl Avenue:** Member Johnson motioned to approve naming the drive into the ballfield Amdahl Avenue. Member Bakke seconded the motion. Motion carried all in favor. The sign will be unveiled on Saturday, August 3rd at noon, the family will be present as well.
- E. Primary Allegations:** Don Bell requested the meeting remain open to the public. Attorney Manion explained that it was not Mr. Bell's opinions, however his actions that were a concern.

Proper protocol must be followed by commission members. Mr. Bell then read aloud a statement he had prepared.

Next Meeting: Monday, August 5th, 2019 at 6:00 p.m.

ADJOURN: Member Johnson moved to adjourn at 7:18 p.m. Motion seconded by Member Harvey.
Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Monday, August 5th, 2019
Regular Meeting 6:00 p.m.
City Council Chambers

Present: Jason Resseman, Autumn Johnson, Bridget Harvey, and Chase Bakke

Absent: Tom Smith

Visitors: Don Bell, Bonita Underbakke, Hannah Wingert, Frank Wright, Ceil Allen, Brian Malm, Jason Harvey, Bonnie Handmacher, Charlie Warner, Hannah Wingert, Andrzej Zalasinski, Chief Matthew Schultz, Sargent Blaise Sass, David Haugen, Jason Harvey, and Deane Benson.

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

Preston Police Department: Chief Matthew Schultz announced his retirement, and noted the hiring of Sargent Blaise Sass as the new Chief of Police for the Preston Police Department. The council thanked Schultz for his service and commitment to the community, as well welcomed Sass to his new position.

Sidewalk Improvements Hearing: Mayor Resseman opened the hearing at 6:02 p.m. and asked for input from the audience. With no comments being heard the hearing was closed at 6:03 p.m.

Regular Meeting:

A. Agenda: Member Johnson motioned to approve the agenda with the amendments of: adding Fire Department to Committee Reports, adding Seal Coat and Crack Sealing to Regular Business, and adding the following to Miscellaneous: Art Center Request, LPU Work Sessions, HPC Resignation, Community Input, and Council Member update. Member Bakke seconded the motion. Motion carried all in favor.

B. Approval of Minutes:

1. Minutes of the Regular Meeting, July 1st, 2019

Member Johnson motioned to approve as submitted. Member Bakke seconded the motion. Motion carried all in favor.

C. Consent Agenda:

1. Accounts Payable
2. Lanesboro Clay Dusters – Gambling Permit
3. Sons of Norway – Historic Preservation Grant Application, Fiscal Agent

Member Johnson motioned to approve the consent agenda items as submitted. Member Bakke seconded the motion. Motion carried all in favor.

Committee Reports:

A. Park: Member Johnson noted the Park Board had approved the purchase of tables and chairs as a part of their 2019 Budget. The Street dedication for Amdahl Avenue held Saturday, August 3rd, was well attended by the family. It was noted the bathhouse is in need of renovation as well an upgrade to the

electric in the park should be considered. The board is also in negotiation with the DNR to renew the office space lease agreement. Finally the STS crew has been working on the creation of the hiking trail on the West edge of town.

- B. **Library:** Member Harvey noted the summer reading program is complete, the attendance at the teen events has been outstanding. The Library Board is also looking to apply for a grant to install an automatic door opener into the Library.
- C. **Fire:**
 - 1. **Fire Relief Benefit:** Member Johnson motioned to approve raising the Fire Relief Benefit from \$1200 per month to \$1450 per month. Member Bakke seconded the motion. Motion carried with Mayor Resseman and Members Johnson and Bakke in favor. Member Harvey abstained from voting.
 - 2. **Resolution 2019-18:** Administrator Peterson noted the importance of this resolution to ensure that any funds spent from the Fire Equipment Fund are approved by the City Administrator and the Fire Chief, with the support of the Fire Department. Member Johnson motioned to approve Resolution 2019-18. Member Harvey seconded the motion. Motion carried all in favor.

Regular Business:

- A. **Sidewalk Improvements:** Member Johnson motioned to approve the sidewalk replacement work and the assessments to the properties listed. Member Harvey seconded the motion. Discussion will be continued regarding the alley behind the Legion, as well as sidewalk policy for sidewalks that do not continue to a street. Motion carried all in favor.
- B. **Seal Coating / Crack Sealing:** David Haugen with Public Works presented the quote received for the work. He was not able to attain another quote from another company. Member Johnson motioned to approve the quote from Asphalt Armor Sealcoating & Paving LLC for a total of \$23,674.30. Member Harvey seconded the motion. Motion carried all in favor.
- C. **Traffic along Parkway:** Member Bakke noted the safety concern and lack of visibility in the downtown intersections. Discussion was had regarding potential solutions with further parking distances from intersections. Discussion will be continued.
- D. **Sales Tax Ordinance:** The Department of Revenue has reviewed our current Sales Tax ordinance and offered suggested changes. The Council was provided with an updated version to review before next month's meeting.
- E. **2020 Budget:** Administrator Peterson noted the budget is still in progress, a preliminary document will be provided for the September meeting. At this time the Council will certify the preliminary 2020 budget.
- F. **Continued Business:**
 - 1. **Parking on Auburn Avenue:** Discussion was had regarding how to improve the safety and visibility of the intersection of Sheridan Street E and Auburn Avenue S. The City Engineer, Preston Police Department, as well as Public Works had been contacted for input. Member Johnson motioned to have a yield sign placed at that intersection as well as yellow paint on the curve. Member Bakke seconded the motion. Motion carried all in favor.
 - 2. **CEDA:** Mayor Resseman motioned to approve contracting with CEDA for one day a week every other week. Member Harvey seconded the motion. Discussion was had regarding potential funding from the Chamber to offset expenses. Motion carried all in favor.
 - 3. **Pay Equity:** Administrator Peterson noted the report of non-compliance was received, and presented the adjusted pay scale in order to bring the City into compliance. Member Harvey

motioned to approve the amended pay scale effective August 5, 2019. Member Johnson seconded the motion. Motion carried all in favor.

G. Miscellaneous:

1. **Lanesboro Art Center:** Member Johnson motioned to approve parking of the ice-fishing house along Parkway in front of the Theater October 8 through October 11, 2019. Member Harvey seconded the motion. Motion carried all in favor.
2. **LPU Work Sessions:** Council Member had no concern for additional work sessions planned by the Commission.
3. **HPC Resignation:** Member Johnson motioned to accept the resignation of Theresa Coleman and to advertise for the opening. Member Bakke seconded the motion. Motion carried all in favor.
4. **Community Input:** Member Harvey motioned to negate the Community Input session prior to the City Council meetings. Member Johnson seconded the motion. Discussion was had regarding the concern of violating open meeting law, and perceived implications of that input. Motion carried with Members Harvey, Johnson, and Bakke voting in favor. Mayor Resseman voted no.
5. **Council Member Update:** Member Johnson stated as a civil contractor with the Department of Defense she is being deployed for nine months. Mayor Resseman motioned to leave the seat vacant and not appoint someone to fill in during this time. Member Bakke seconded the motion. Motion carried with Members Harvey, Bakke, and Mayor Resseman voting in favor. Member Johnson abstained from voting.

At 6:52 p.m. the meeting was closed pursuant to Minnesota Statute 13D.05 subdivision 3 (a), (c) (1) and (3) to consider the purchase of real property 190037000, 190037010, 210 Rochelle Avenue N. At 7:10 p.m. the meeting was reopened to the public.

1. **210 Rochelle Ave N:** No action was taken on this parcel.
2. **19.0037.010:** Member Johnson motioned to move forward with the paperwork to for land transfer, as well as permanent and temporary easements with the amendments that the easement for the outlet be included, as well as that the deeds be warranty not quick claim. Member Harvey seconded the motion. Motion carried all in favor.
3. **19.0037.000:** Member Resseman motioned to approve offering \$70,000 for this parcel, as well as authorizing Administrator Peterson a range to negotiate in. Member Johnson seconded the motion. Motion carried all in favor.

Next Meeting: Tuesday, September 3rd, 2019 at 6:00 p.m.

ADJOURN: Member Johnson moved to adjourn at 7:15 p.m. Motion seconded by Member Bakke. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Tuesday, September 3rd, 2019
Regular Meeting 6:00 p.m.
City Council Chambers

Present: Jason Resseman, Tom Smith, Bridget Harvey, and Chase Bakke

Absent: Autumn Johnson

Visitors: Bonita Underbakke, Hannah Wingert, David Haugen, Darla Taylor, Andrzej Zalasinski, Chief Sass, and Officer Prudoehl.

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

Sidewalk Improvements Hearing: Mayor Resseman opened the hearing at 6:00 p.m. and asked for input from the audience. With no comments being heard the hearing was closed at 6:01 p.m.

Regular Meeting:

- A. Agenda:** Mayor Resseman motioned to approve the agenda with the amendment of Work Order for Bath House renovation. Member Harvey seconded the motion. Motion carried all in favor.
- B. Approval of Minutes:**
 - 1. Minutes of the Regular Meeting, August 5th, 2019
Mayor Resseman motioned to approve as submitted. Member Bakke seconded the motion. Discussion was had regarding the type of equipment to be parked on Parkway; no changes were made. Motion carried all in favor.
- C. Consent Agenda:**
 - 1. Accounts Payable
 - 2. SEMCAC Vendor Agreement
 - 3. CEDA Contract for Services
 - 4. Preston Serviceman's Club – Temporary Liquor License

Member Bakke motioned to approve the consent agenda items as submitted. Member Harvey seconded the motion. Motion carried all in favor.

Committee Reports:

- A. Buffalo Bill Days:** Darla Taylor was present to provide the Council with an overview of the 2019 event. Overall the event was successful, and positive feedback was received.
- B. HPC:** Member Harvey motioned to accept the resignation of Mark Edwards. Member Bakke seconded the motion. Discussion was had regarding the need for additional members. Motion carried all in favor.
- C. Public Works (Street):**
 - 1. **Alley Consideration:** Staff will continue working with our City Engineer to suggest options for the alley between the Blue Hotel and the American Legion.
 - 2. **Sidewalk Policy:** David Haugen discussed the concern for the sidewalks that stop in the middle of a block. Now that some are deteriorating, should we consider abandoning those, or replace what is there. The Council requested that Haugen identify those parcels in question, from there Administration can send out letters to property owners for their consideration. From there a list and a map will be created to be shared with the Council.

3. **Snow Policy:** Haugen and Council reviewed the Snow Policy amended in 2018. The consensus was to continue with this policy for this season and see if any changes need to be made after that.
 4. **Snow Plow – Dump Truck:** Haugen noted several necessary repairs to the Dump Truck to be ready for the winter season. The Council requested Haugen solicit bids for new and used trucks for them to consider.
- D. **Police:** Chief Sass introduced Officer Gideon Prudoehl. Officer Prudoehl has been sworn in as the new full time officer for the department.

Regular Business:

- A. **Certify 2020 Budget – Resolution 2019-19:** Mayor Resseman motioned to approve resolution 2019-19. Member Bakke seconded the motion. Administrator Peterson will send out comparison information to Council members for past levy amounts. Motion carried all in favor.
- Mayor Resseman will work with the Administration Budget. Member Bakke will work with Street and Park Budgets. Member Smith will work with Fire, Ambulance, and EDA budgets. Member Harvey will work with Library budget amounts. Administrator Peterson will send out a schedule and coordinate meetings.
- B. **Park Board Liaison:** Member Bakke offered to fill in as Park Board liaison until Member Johnson returns. A suggestion was brought forward to reach out to each other if a member is not able to be at a meeting as the liaison.
- C. **Work Order – Bath House Renovation:** At the recommendation of the Park Board Member Harvey motioned to approve the work order with Bolton & Menk for the Bath House Renovation. Mayor Resseman seconded the motion. Motion carried all in favor.
- D. **Continued Business:**
1. **Sales Tax Ordinance:** Member Harvey motioned to approve ordinance 115.02. Member Bakke seconded the motion. Discussion was had as to the total revenue received to date as well as details regarding the Bond that a portion of the revenue is devoted to, Administrator Peterson will forward that information to Council members. Motion carried all in favor.
 2. **Traffic Along Parkway:** Discussion continued regarding the safety and visibility in the downtown blocks of Parkway Avenue North. Member Harvey motioned to continue the discussion in April of 2020. Mayor Resseman seconded the motion. Motion carried all in favor.
 3. **Sidewalk Improvement Assessments:** Mayor Resseman motioned to approve the assessments for sidewalk repair. Member Harvey seconded the motion. Motion carried all in favor.
- E. **Miscellaneous:**
1. **Office Closure, September 27th, 2019:** Mayor Resseman motioned to approve closing the office at noon on Friday, September 27th, 2019. Member Bakke seconded the motion. Motion carried all in favor.
 2. **Administrator Leave of Absence:** Administrator Peterson noted that she will be taking a leave of absence beginning September 10th and continuing through October 4th. Peterson will keep in contact with Mayor Resseman and Deputy Clerk Darla Taylor as to whether this time will need to be extended.

Next Meeting: Monday, October 7th, 2019 at 6:00 p.m.

ADJOURN: Mayor Resseman moved to adjourn at 6:43 p.m. Motion seconded by Member Harvey. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson

City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Monday, October 7th, 2019
Regular Meeting 6:00 p.m.
City Council Chambers

Present: Jason Resseman, Tom Smith, Bridget Harvey, and Chase Bakke

Absent: Autumn Johnson

Visitors: Bonita Underbakke, Hannah Wingert, David Haugen, Andrzej Zalasinski, Don Bell, Mike and Kathy Seiler, Liz Bucheit, Michael Seiler, Lori Bakke, and Kara Maloney.

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

Regular Meeting:

- A. Agenda:** Member Harvey motioned to approve the agenda with the amendments of: additions of DNR Lease Agreement, HPC applicant, and Administrator Report as well as removal of December Council Meeting Date and Time. Member Bakke seconded the motion. Motion carried all in favor.
- B. Approval of Minutes:**
1. Minutes of the Regular Meeting, September 3rd, 2019
Member Harvey motioned to approve the minutes as submitted. Member Bakke seconded the motion. Motion carried all in favor.
- C. Consent Agenda:**
1. Accounts Payable
 2. MMUA Safety Management Program
 3. Resolution 2019-20 Adopting Assessment
 4. LMCIT – Liability Insurance Waiver
 5. Arlan Faulk sons of Norway Grant – Fiscal Agent Request
 6. 2020 City of Lanesboro Liquor Licenses
 7. State Fire Marshall Grant Application – New Dryer

Mayor Resseman requested that the Holst Fill Site Agreement be removed from the Consent Agenda for discussion. Member Bakke motioned to approve the consent agenda items as submitted. Member Harvey seconded the motion. Motion carried all in favor.

Administrator Peterson noted that an annual payment of \$100 had been added to the Holst Fill Site Agreement. Mayor Resseman motioned to approve the agreement. Member Bakke seconded the motion. Motion carried all in favor.

Regular Business:

- A. Alley – Michael Seiler and Liz Bucheit:** Michael Seiler presented concerns for the condition of the alley that runs parallel between Parkway Avenue North and the River. The concern is specific to the work done by MN Energy and the damaged caused from that project. Administrator Peterson noted that the City Engineer had evaluated the site last year, the determination was that preexisting condition of the alley was the problem. Peterson will ask the City Engineer to reevaluate the site this fall, and report back.

- B. Fire Equipment Fund Payment Request:** Fire Chief David Haugen reported the Fire Department had approved payment of \$15,000 in 2019 and \$15,000 payable in 2020 to Quality Mechanical for the restoration of the 1940 Lanesboro Fire Truck. Member Harvey motioned to approve the payments to Quality Mechanical. Member Smith seconded the motion. Motion carried all in favor.
- C. DNR Lease Agreement:** Administrator Peterson noted that the Park Board had negotiated the lease agreement with the MN DNR for the office space at the Depot building. Mayor Resseman motioned to approve the lease agreement as presented. Member Bakke seconded the motion. Motion carried all in favor.
- D. Miscellaneous:**
- 1. HPC Application:** Member Harvey motioned to appoint Sara Xavier to the Heritage Preservation Commission. Member Bakke seconded the motion. Motion carried all in favor.
 - 2. Administrator Report:** Administrator Peterson reported that she is back to work full time. As well will be out of the office for a regional LMC meeting on October 30th. Finally, it was discussed that the Council will hold budget workshop meetings 5:00 p.m. prior to the November and December Council meetings.

Next Meeting: Monday, November 4th, 2019 at 6:00 p.m.

ADJOURN: Member Bakke moved to adjourn at 6:13 p.m. Motion seconded by Member Smith. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Monday, November 5th, 2019
City Council Chambers

Present: Jason Resseman, Tom Smith, Bridget Harvey, and Chase Bakke

Absent: Autumn Johnson

Visitors: Bonita Underbakke, Hannah Wingert, David Haugen, Andrzej Zalasinski, Don Bell, Stacey Schultz, Kay Wold, Brian Malm, Brooke & August Pfeffer, Anne Flynn, Jon Buggs, Dan & Mary Anderson, Elliot Riggott, Wendy Miller, Joseph O’Koren.

Mayor Resseman opened the 2020 Budget Workshop at 5:00 p.m. Specific items of discussion where: Health Benefit for staff members, as well as the department budgets for Administration, Library, EDA, and Public Utilities. Administrator Peterson recorded the suggested changes and will present a final budget to the Council in December.

Mayor Resseman opened the Public Hearing for the proposed vacation of a portion of Hillcrest Avenue and a portion of the adjacent alley at 6:00 p.m. No comments were received prior to the hearing, nor were any comments made during the hearing. Mayor Resseman closed the hearing at 6:01 p.m.

Mayor Resseman called the Regular Meeting to order at 6:00 p.m.

Regular Meeting:

A. Agenda: Member Harvey motioned to approve the agenda with the amendments of: Water License, Radon Testing, and Dam Construction Engineering to Miscellaneous. Member Bakke seconded the motion. Motion carried all in favor.

B. Approval of Minutes:

1. Minutes of the Regular Meeting, October 7th, 2019

Member Harvey motioned to approve the minutes as submitted. Member Bakke seconded the motion. Motion carried all in favor.

C. Consent Agenda:

1. Accounts Payable
2. Turkey Bowling on Parkway Avenue N November 27th, 6-11 p.m.
3. LPU Resolution 2019-2 Utility Policy Regarding Distributed Generation and Net Metering
4. Chapter 51 Amendments
5. Temporary Liquor License – Lanesboro Fire Relief Association
6. ALS Intercept Agreement

Member Bakke motioned to approve the consent agenda items as submitted. Member Harvey seconded the motion. Motion carried all in favor.

Committee Reports:

- A. Preston Police: Chief Sass noted the once unmarked squad car, has now been marked the same as the others in the fleet. The department has hired a new full-time officer, as well as two new part time officers. Chief Sass also discussed a possible amendment to the parking ordinance to govern 24-hour on street parking. Mayor

Resseman motioned to table the discussion to allow Attorney Manion and Administrator Peterson to draft the amended ordinance. Member Harvey seconded the motion. Motion carried all in favor.

- B. **Library:** Kay Wold and Stacey Schultz provided an update from the Library Board. The Library Board recently conducted a review of Director Johnson, which provided positive remarks for a job well done. The Board also recently applied and received a grant from the Lanesboro Area Community Foundation in the amount of \$1,000. The grant funding will go towards the installation of an ADA compliant door into the Library, remaining funds will be supported by the Friends of the Lanesboro Library.
- C. **Public Utilities**
 - 1. **Sewer Rates for 2020:** Administrator Peterson reviewed the change in rate structure for the Sewer department as approved and recommended by the Public Utility Commission. Member Harvey motioned to approve the new rate structure for 2020. Member Bakke seconded the motion. Motion carried with Mayor Resseman and Members Harvey and Bakke voting in favor. Member Smith voted against.
 - 2. **2020 Budget:** Administrator Peterson provided the budget for 2020 and noted the Public Utility Commission had recommended the approval. Member Harvey motioned to approve the 2020 Public Utility budget. Member Bakke seconded the motion. Motion carried all in favor.

Regular Business:

- A. **Cub Scouts:** Mayor Resseman greeted the Cub Scouts and welcomed their questions. Questions included: status of the ice-skating rink, have we ever considered a pool, what is the job of the Mayor, and finally what are the biggest problems facing Lanesboro.
- B. **Resolution 2019-21 – Vacation of a portion of Hillcrest Avenue and a portion of the adjacent alley:** Member Harvey motioned to approve resolution 2019-21. Member Smith seconded the motion. Motion carried all in favor.
- C. **2020 Filthy Fifty Event – October 10th, 2020:** Member Harvey motioned to support the event going forward. Member Bakke seconded the motion. Motion carried all in favor.
- D. **LinkMe Lanesboro Fiscal Agent Request:** Maureen (Mary) Anderson requested the City serve as the fiscal agent in a grant request to the Blandin Foundation for the volunteer program. Member Harvey motioned to approve the City serving as the fiscal agent for the grant. Member Bakke seconded the motion. Motion carried all in favor.
- E. **Westview Drive:** Attorney Manion provided that two of the three adjacent property owners had signed and agreement to dedicate Westview Drive as a City Street. Member Harvey motioned to petition to declare Westview Drive as a public street. Member Harvey seconded the motion. It was noted that the third property owner had not been notified to this discussion item on the agenda. Member Harvey then withdrew her original motion. Council requested that the third property owner be notified that the Council will discuss this at the December meeting. Member Smith motioned to table the discussion. Member Harvey seconded the motion. Motion carried all in favor.
- F. **State of Minnesota**
 - 1. **Resolution 2019-22 Execution of Agreement Authorization:** Member Harvey motioned to approve resolution 2019-22. Member Bakke seconded the motion. Motion carried all in favor.
 - 2. **State of Minnesota Joint Powers Agreement – Snow Removal Hwy 250:** Member Harvey motioned to approve the Joint Powers Agreement. Member Bakke seconded the motion. Motion carried all in favor.
- G. **Continued Business**

1. **Parkway/Coffee Street Alley:** City Engineer Brian Malm reviewed his findings of the condition of the alley. Noting the alley is in poor condition, however not due to the work done by MN Energy. Malm suggested having a contractor give an estimate to repair the alley. Administrator Peterson noted the other alley near VIS plumbing, and asked to have this alley included in the estimate. Mayor Resseman motioned to acquire paving estimates for both alleys, public and private portions. Member Harvey seconded the motion. Motion carried all in favor.

H. Miscellaneous:

1. **Artists on Main Street Grant Application:** Mayor Resseman provided an overview of the grant Lanesboro Arts is applying for.
2. **Water License:** Public Works staff member David Haugen recently attained in Class D Water License.
3. **Radon Testing:** Administrator Peterson noted the City had recently worked with Fillmore County and tested all of the City buildings. All except two spaces came within the average of properties within Fillmore County. The museum building came in just over the average of 5.81 pCi/L at 6.4 and 6.8 pCi/L. The Fire Department meeting room however came in at 23.5 and 19.7 pCi/L. Council requested that the area be tested again, and if the results are similar to investigate mitigation of the site.
4. **Dam Construction Engineering:** Administrator Peterson discussed the possibility of having Bolton & Menk provide construction engineering for the Dam due to their proximity and relationship with the City. Ayers would remain the Engineer of Record for the project, and would still confer with Bolton & Menk. Peterson will reach out to both and provide further information to the Council.

Next Meeting: Monday, December 2nd, 2019 at 6:00 p.m.

ADJOURN: Member Bakke moved to adjourn at 6:55 p.m. Motion seconded by Member Harvey. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk

Lanesboro City Council
Regular Meeting
Monday, December 2nd, 2019
City Council Chambers

Present: Jason Resseman, Tom Smith, Bridget Harvey, and Chase Bakke

Absent: Autumn Johnson

Visitors: Bonita Underbakke, Hannah Wingert, Harriet Lawston, Denise and John Dahle, Lester and Diane Dunn, Jerry Ritter, Ferne Brewster, Pat Gemlo, Dale Forester, Elve Albrecht, Mindy Albrecht-Benson, Rebecca Charles, Ron Flaa, Brian Malm, Jim and Pam Watson, Don Lukkasson, Mitchell Walbridge, Rob Wagner, John Nelson, Ceil Allen, Trish Capua, Betsy Holbrook, Anna Loney, Deane Benson, Rick Schnuafer, Chad Phillips, Kay Taylor, and Officer Gideon Prudoehl.

Mayor Resseman opened the 2020 Budget Workshop at 5:00 p.m. Specific items of discussion were department budgets for Fire, Street, Ambulance, and Park. Administrator Peterson recorded the suggested changes. The workshop was closed at 5:20 p.m.

Mayor Resseman opened the Truth in Taxation Hearing at 6:00 p.m. he provided a current levy amount as well as the increase over the 2019 levy. Several residents raised concerns:

- Dale Forester was concerned for the increased amounts and what were the specific increases. He also shared concerns for how the information was disseminated.
- Tricia Capua shared concerns for the increase of the levy and the effect on the business.
- Pam Watson also shared concerns for the effect of the increase on business, as well as the effect of increasing utility fees for businesses.
- David Landro noted concern with recent assessment amounts for the Auburn/Zenith road project. He stated an overall concern for business and residents.
- Don Lukkasson shared a positive message that the community is thriving.
- Mindy Albrecht-Benson inquired as to the reasons for the expense increases.
- Fern Brewster inquired regarding the value of properties, as well as how and when the process takes place.

Council Members and Administrator Peterson answered questions to the best of their abilities. Member Smith noted that other adjustments may also be given by the County and the School district. It was noted that the final levy increased by 5.45%. With no further the discussion the Hearing was closed at 6:34 p.m.

Mayor Resseman called the Regular Meeting to order at 6:34 p.m.

Regular Meeting:

A. Agenda: Member Harvey motioned to approve the agenda with the amendments of: Removing item 3, Paving Estimates from Regular Business and adding Office Closure to Miscellaneous. Member Bakke seconded the motion. Motion carried all in favor.

B. Approval of Minutes:

1. Minutes of the Regular Meeting, November 4th, 2019

Member Harvey motioned to approve the minutes as submitted. Mayor Resseman seconded the motion. Motion carried all in favor.

C. Consent Agenda:

1. Accounts Payable
2. Meeting Schedule for 2020
3. Ordinance 54.06 – 2020 LPU Rate Schedule
4. Resolution 2019-24 Reestablishing Precincts and Polling Places
5. Root River Game Protective League Incorporated Temporary Liquor License Application
6. Prevention of Frozen Water Service Lines Policy
7. Chapter 52: Water Regulations
8. Consortium Member Agreement – MMUA Drug and Alcohol Testing

Member Bakke motioned to approve the consent agenda items as submitted. Member Harvey seconded the motion. Discussion was had to verify insurance for the Temporary Liquor License. Motion carried all in favor.

Committee Reports:

- A. EDA – Director Rebecca Charles:** Director Charles introduced herself, and provided brief background information. Charles offered to share her monthly updates she reports to the EDA with the Council as well. Charles then gave an update on projects she is currently working, including applying for and receiving grant funding to provide educational classes for entrepreneurs.
- B. Fire – Relief Benefit from \$1450-\$1650:** Member Smith motioned to table the discussion until 2020, in order to clarify questions with the state auditor. There was also a recommendation for the State auditor’s office to wait until the financials for 2019 are complete. Mayor Resseman seconded the motion. Motion carried all in favor.
- C. LPU**
- a. WWTF**
 - i. Cost Estimate:** Brian Malm with Bolton & Menk noted that the current design of the Wastewater Treatment Facility is estimated to cost \$8,500,000. Malm also noted that the Public Facility Authority has estimated our affordability for this project at \$4,300,000. Therefore, any amount above the \$4,300,000 would be grant eligible. Grant funding will be dependent on funding from the legislature.
 - ii. Screening Options:** The Public Utility Commission recommended a screening option with a cost estimate of \$450,000. Discussion was had for the concern of the cost, yet the desire to have the space aesthetically pleasing. Member Harvey motioned to cap the total cost for screening of the facility at \$200,000. Member Smith seconded the motion. Motion carried all in favor. A revised plan will be submitted to the Council at the January meeting. The goal is to bid the project in February or March of 2020.
 - b. Committee Member Applications:** Mayor Resseman motioned to appoint Elliot Riggott to the Public Utility Commission for a three-year term beginning in January of 2020. Member Harvey seconded the motion. Motion carried all in favor.
- D. Park Board – Committee Recommendation:** Member Bakke motioned to appoint Sam Hareldson and Alex Gehrig to the Park Board, both for three-year terms. Member Bakke seconded the motion. Motion carried all in favor.
- E. Heritage Preservation Commission- Committee Application:** No committee applications were received for HPC.
- F. Ambulance:** Director Benson noted that there have been 89 calls to date. Recently the Ambulance experienced some wiring issues, with ended with David Haugen taking the Ambulance to Iowa for repairs at the manufacturer. Mayor Resseman thanked Director Benson and David Haugen for their quick work to correct the problem and have the ambulance out of service for as little time as possible.

Director Benson would like to hold a meeting to invite the public to talk about the dire need for volunteers. Benson will work with Administrator Peterson to schedule a time and date to hold the meeting in the end of January or beginning of February 2020.

Regular Business:

- A. Resolution 2019-23 Certifying Final Tax Levy:** Member Smith motioned to approve resolution 2019-23. Member Bakke seconded the motion. Motion carried all in favor.
- B. RFP for Services:** Council requested that an RFP for Website services be sent out.
- C. Detachment Request – Rob and Melissa Wagner:** Rob Wagner reviewed the documentation that was shared in the Council packets for the detachment request. Member Smith motioned to support the request for detachment. Member Bakke seconded the motion. Motion carried all in favor.
- D. Continued Business**
 - 1. Ordinance 71.03 – Parking Amendment:** Member Harvey motioned to approve the amended ordinance 71.03. Member Bakke seconded the motion. Motion carried all in favor.
 - 2. Westview Drive:** Mayor Resseman provided an overview of the previous discussions. Attorney Manion noted that a letter had been sent to all adjacent property owners notifying them of the discussion at the meeting. David Landro noted concern for assessments for repairs to the roadway. It was noted that the paving of that roadway was contracted and paid for by Lester Dunn, an adjacent property owner. There is now a collapsed drain in the road way, which has created a hole in the pavement. Discussion was had regarding state law, and the rights of the City to take over the street. Mayor Resseman motioned to table the discussion until January to allow time for Attorney Manion to review the documentation for the easements currently in place. Member Harvey seconded the motion. Motion carried all in favor.
 - 3. Dam Construction Engineering:** Administrator Peterson reviewed a quote from Bolton & Menk as well as the current contract with Ayers & Associates for the construction engineering. No action was taken.
- E. Preliminary Allegations:** Pursuant to Minnesota Statue 13D.05 Consideration of preliminary allegations of misconduct of a person over which the Lanesboro City Council has authority. Due to the person not being present, the meeting was closed at 7:41 p.m.
The meeting was reopened at 7:42 p.m. Mayor Resseman motioned to place Lollita (Lolly) Melander on indefinite Administrative Leave without pay until resolution of pending legal issue now in the courts. Member Bakke seconded the motion. Motion carried all in favor.
- F. Miscellaneous:**
 - 1. Office Closure:** Mayor Resseman motioned to close the office Friday, December 27th, 2019. Member Harvey seconded the motion. Motion carried all in favor.

Next Meeting: Monday, January 6th, 2019 at 6:00 p.m.

ADJOURN: Member Smith moved to adjourn at 7:45 p.m. Motion seconded by Mayor Resseman. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Administrator/Clerk